

# City of Highland California



## Adopted Budget 2013-2015



**CITY OF HIGHLAND  
BIENNIAL OPERATING BUDGET  
JULY 1, 2013 - JUNE 30, 2015**



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Chuck Dantuono



**CITY OF HIGHLAND  
2013-2015 BIENNIAL BUDGET**

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**July 1, 2011**

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Executive Director



# California Society of Municipal Finance Officers

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## *Excellence Award in Operating Budget Fiscal Year 2011-2013*

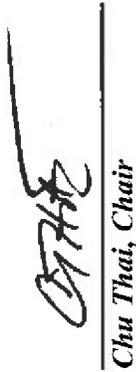
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For meeting the criteria established to achieve the Excellence Award in Operating Budget.

February 29, 2012

  
Scott Johnson  
CSMFO President

  
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Professional Standards and  
Recognition Committee



*Dedicated Excellence in Municipal Financial Reporting*



**CITY OF HIGHLAND  
2013-2015 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/Successor Agency of the Redevelopment Agency Board/Housing Authority 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 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

**CITY OF HIGHLAND  
2013-2015 BIENNIAL BUDGET**

**BUDGET PRELUDE**

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 Resolutions by which this budget has been adopted by the City Council, the Housing Authority and the Successor Agency of the Redevelopment Agency.



June 11, 2013

City of Highland City Council/Successor Agency to the Redevelopment Agency Board/Highland Housing Authority  
City of Highland

Subject: 2013/2015 Budget Transmittal Letter

Dear Mayor/City Council and Chairman/Successor Board/Housing Authority Board:

It is with cautious optimism that I present the 2013 - 2015 Fiscal Years budget to the City of Highland City Council, Successor Agency to the Redevelopment Agency Board, and Highland Housing Authority. There are signs that the housing market is recovering. Foreclosures are slowing, existing home prices are on the rise 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. 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.

#### **LOSS OF REDEVELOPMENT:**

The landscape of local government changed dramatically when the Governor signed into law AB X1 26 ("AB 26") and AB X1 27 ("AB 27") on June 29, 2011. The Supreme Court largely upheld AB 26 (which provided for the windup and dissolution of redevelopment agencies), invalidated AB 27 (which provided for an alternative voluntary redevelopment program), and held that AB 26 may be severed from AB 27 and enforced independently. As a result of the Supreme Court's decision, on February 1, 2012, all redevelopment agencies were dissolved and cities did not have the option of making remittance payments to enable the continued operation of redevelopment agencies. The City of Highland became the successor agency for the Highland Redevelopment Agency (the "Successor Agency") and the board of the Successor Agency (the "Board") consists of the members of the City Council.

The loss of the Redevelopment Agency had a dramatic impact on the City. The ability of the Redevelopment Agency to eliminate blight, perform economic development and fund future public infrastructure projects is now gone. The City had to absorb \$532,725 of salaries and benefits of joint funded positions as well as layoff two Housing Technician positions, leave a Maintenance Worker position vacant, and eliminate a Senior Planner position whose duties were then combined with the Economic Development Specialist position.

The Successor Agency has been going through the process of winding down what is left of the former Redevelopment Agency through a cumbersome process with the State Department of Finance. The Successor Agency is close to receiving the Finding of Completion from the State Department of Finance which will allow for the expenditure of the remaining RDA bond proceeds to fund the projects for which the bonds were sold.

## 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, the down turn of the economy and the loss of redevelopment. 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.

## REVENUE AND EXPEDITURE SUMMARY:

The general fund revenue for 2013/2014 is \$13,509,355. The expenditures projected for the same period of time are \$13,672,355. This leaves the expenditure over revenue projection at \$163,000 for the year.

The expenditures projected for 2014/2015 in the general fund are \$13,920,630. The revenue for the same period of time is \$13,757,630. This leaves the expenditure over revenue projection at \$163,000 for the year.

The \$163,000 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 \$163,000 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. The major sources of revenue are estimated to remain relatively flat with the exception of property taxes. The majority of the increase in property tax is due to the elimination of the Redevelopment Agency which shifted some of the former property tax increment to the City.

<u>Revenue Source</u>	<u>2012/2013</u>	<u>2013/2014</u>	<u>2014/2015</u>
Property Tax	\$3,003,790	\$3,360,000	\$3,520,000
VLF Property Tax	3,730,000	3,755,000	3,780,000
Sales Tax from Property Tax	515,000	525,000	535,000
Property Tax Fire	2,350,000	2,400,000	2,507,000
Extraction Tax	165,000	165,000	175,000
Sales Tax	1,615,000	1,633,045	1,668,630

The projected cost of the contracts for law enforcement and fire/paramedic services rising over the two-year budget period also made balancing the budget challenging. The Police Department budget is estimated to increase by \$428,740 over the next two years. Since Fiscal Year 2006/07 the budget for law enforcement is projected to increase by over \$1.9 million by Fiscal Year 2014/15.

The Fire/Medic Department budgets are proposed to increase by a combined \$510,155 over the two-year budget period. Since Fiscal Year 2006/07 the budget for the Fire Department is projected to increase over \$1.1 million by Fiscal Year 2014/15.

## **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. The City also created a four officer team to target gangs in the community.

While the City has increased the number of officers on the street over the years we have also focused on technology. The installation of the most comprehensive Automatic License Plate Reader (ALPR) system in San Bernardino County has been completed in the City of Highland. ALPR uses a combination of four digital cameras to scan the area of a patrol vehicle as it is driven around the City. The cameras recognize license plates and automatically compare those they have scanned to a database that is downloaded from the Department of Justice. This database contains information on stolen vehicles, vehicles used in felony crimes, missing persons, and vehicles used in Amber Alert child abductions. Any matching data instantly alerts the officer of the wanted vehicles in their presence. The City has also installed eight fixed location ALPR systems in the City and this budget includes funding for four more locations in each fiscal year. The ALPR system has been instrumental in the recovery of over \$1 million of stolen vehicles and property as well as the arrest of numerous suspects wanted for major crimes.

The City also recently completed the construction of a new state of the art 30,000 square foot Police Station. The facility includes: offices, conference rooms, a community meeting room, emergency operations center, locker rooms, gym, storage building and a future expansion area.

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.

This year the City lost the Amador engine that was housed by Cal Fire at Station 1. The Amador Engine was a significant cost savings for the City since we benefited by having a year around engine staffed by Cal Fire with only having to pay the staffing costs during non-fire season. The City has now picked up the full staffing costs for the engine at Station 1 and has added paramedics to the station. With this addition the City now has paramedics at all three stations.

There is a significant cost associated with the loss of the Amador and the addition of City funded personnel to cover the engine at Station 1. Those costs combined with other increases to the contract with Cal Fire is showing the combined expenditure over revenue budget for Fire and Paramedic services to be \$498,345 in FY 2013/14 and \$463,785 in FY 2014/15. It should be noted that historically the contract with Cal Fire has come in under budget by 15% to 20% over the years. If that continues over the next two fiscal years, as

staff expects it will, the actual expenditures and revenues will balance. The budget does however show expenditures over revenues in the combined budgets with the Fire Economic Uncertainty Fund covering the difference.

There are a few personnel changes that are being proposed in the budget. The Maintenance Worker I position that was held vacant as a result of the loss of the RDA is recommended to be filled. The Assistant Planner position is recommended to be reclassified to Associate Planner to help with the impact of the loss of the full time Senior Planner. Staff is recommending a part-time Community Development Director position to assist in the transition of a new Community Development Director due to the retirement of our current Director. Finally, it is recommended that the current Maintenance Superintendent be reclassified to Public Works Manager.

For the most part there are no other significant operational increases or decreases contained in the proposed budget.

**FUND BALANCES:**

Over the past 25 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 Successor Agency to 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>2012/2013</u>	<u>2013/2014</u>	<u>2014/2015</u>
Development Impact Fees:			
Reserved	\$7,453,809	\$3,929,809	\$3,954,809
SARDA:			
Bond Proceeds	30,797,328	12,562,483	10,696,488
Low & Moderate Income Housing	3,222,492	3,210,537	3,225,537

General Fund:			
Unreserved/Undesignated	16,500	16,500	16,500
Capital Projects	830,620	830,620	830,620
Operational	6,375,714	6,212,714	6,049,714
Equipment/Vehicle Replacement	400,000	400,000	400,000
Reserved	11,679	11,679	11,679
General Capital Financing:			
Unreserved/Undesignated	842,116	447,466	85,966
Capital Projects-Infrastructure	7,275,725	6,525,725	5,825,725
Fire:			
Unreserved/Undesignated	174,559	174,559	174,559
Capital Projects-Buildings	2,854,770	2,854,770	2,854,770
Operational	1,085,000	586,655	122,870
Equipment/Vehicle Replacement	1,195,000	1,195,000	1,195,000
Fire Emergency	1,159,556	1,159,556	1,159,556
Capital Projects	50,000	50,000	50,000
Gas Tax:			
Reserved	1,914,288	1,903,168	1,890,438
Measure I:			
Reserved	6,155,756	5,651,756	4,374,256
Developers Fees:			
Capital Projects	3,101,875	3,095,250	2,808,980
Assessment Districts			
Landscape Maintenance	443,811	374,231	312,151
Street Light	(642,171)	(911,921)	(1,150,721)
Community Trails	24,687	12,387	37
Park Maintenance	52,092	52,882	55,052
Street/Storm Drain	243,939	252,239	260,739

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 Southern California Edison's charges. 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 and/or the purchase of the street light system from Edison. 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 and replacement of materials with drought resistant plants or hardscape. It is however coming to the point that residents of those Landscape Maintenance Districts that are not generating enough revenue to offset the costs may have to be asked to either raise their rates or the City will be forced to decrease the maintenance in those areas.

#### **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 2013/14 and 2014/15 fiscal years. Information for the chart below was derived from the Five-Year Capital Improvement Program.

The major community capital projects for 2013/2014 are:

<u>PROJECT</u>	<u>COST</u>
5 <sup>th</sup> Street Widening (Victoria to Palm)	\$3,670,000
Greenspot Road Bridge	13,478,000
Greenspot Road Widening (SR 210 to Boulder)	7,035,000
Greenspot Road Bikeway	677,000
9 <sup>th</sup> Street Safety Improvements	1,240,000
City-Wide Sidewalk Repair	921,000
Cunningham/Hillview/Bruce/Crest Street Improvements	1,139,000
Palm Avenue Street Improvements	625,000
Highland Avenue Debris Wall	613,000
McKinley Street Sidewalk & Crosswalk	678,000
9 <sup>th</sup> Street Sidewalk	527,000
Base Line Safety Improvements	1,241,000
Sterling Avenue Storm Drain Extension	1,408,000
Palm/Alabama Bridge at City Creek	1,000,000
3 <sup>rd</sup> Street/5 <sup>th</sup> Street/Palm Avenue Storm Drain	3,722,000

The major community capital projects for 2014/2015 are:

<u>PROJECT</u>	<u>COST</u>
CDBG Area Pavement rehabilitation	\$670,000
City-Wide Overlay	865,000
Base Line Bridge at City Creek-Right of Way Acquisition	501,000
Palm/Historic District Improvements	899,000

The capital projects listed above are only those in excess of \$500,000. There are an additional twenty five (25) projects that range from \$35,000 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 \$136 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 rebound from the economic downturn and the loss of redevelopment as long as there are no more takes of funds by the State of California

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 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 Harmony project on the far eastern end of the community has started the planning phase of its development. 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,

  
Joseph A. Hughes  
City Manager



**SOUTHERN CALIFORNIA REGION**

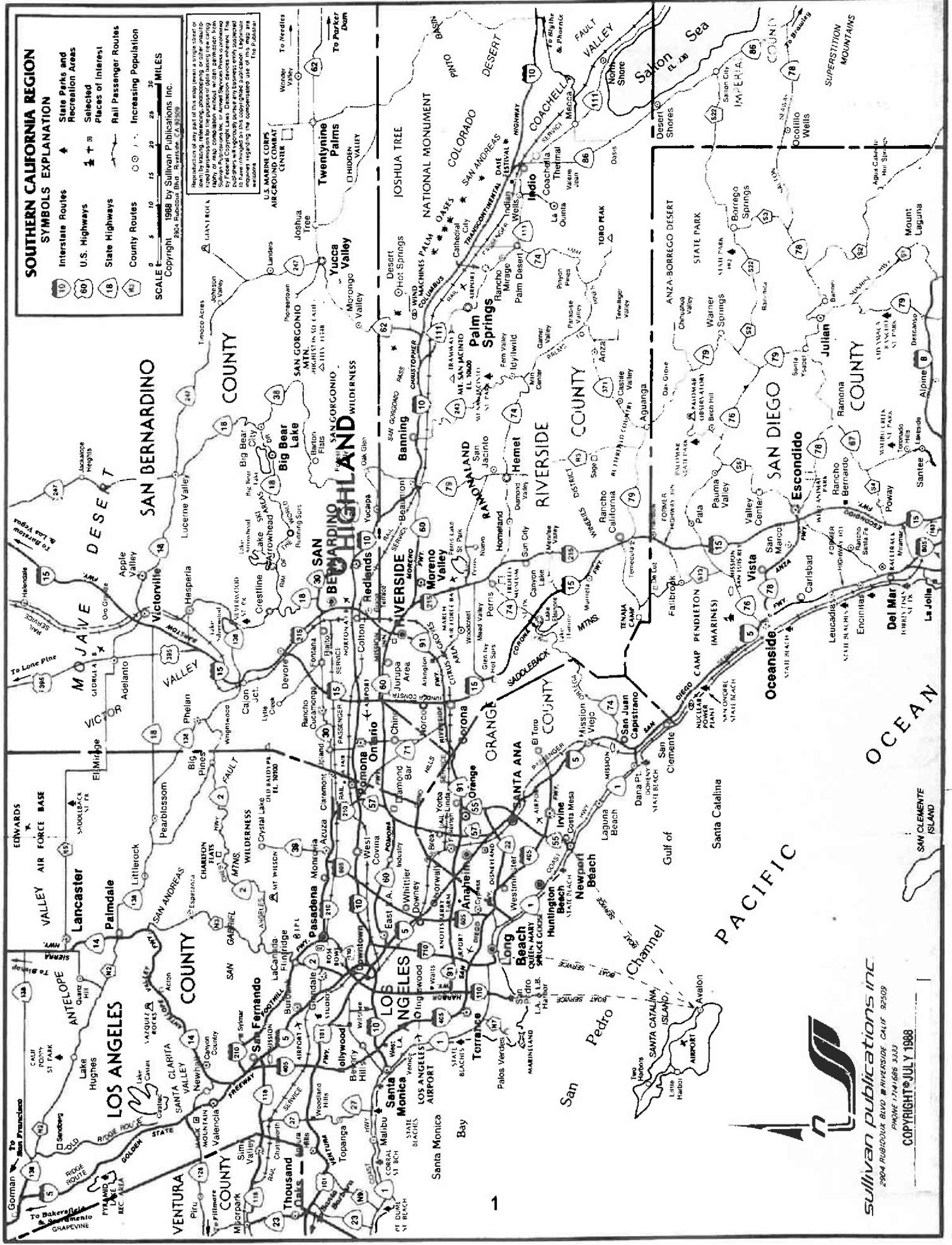
**SYMBOLS EXPLANATION**

- Interstate Routes
- U.S. Highways
- State Highways
- County Routes
- 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  
2013-2015 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 53,926 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 Stater Bros. supermarket as well as Wells Fargo Bank, Great Clips and Subway. Just recently opened on Greenspot Road just east of SR 210 are a Lowe's Home Improvement Center, Del Taco, Subway, AT&T, Waba Grill, Lindora, LA Fitness and Staples. In 'N Out Burger and Chevron are the latest additions to this area. The north side of Greenspot Road is expected to bring additional retail outlets and restaurants. Also recently opened is a CVS pharmacy on Base Line/Palm Avenue as part of the Towne Center development. Family Dollar has just started construction on their new store in the Towne Center.

**CITY OF HIGHLAND  
2013-2015 BIENNIAL BUDGET**

**CITY PROFILE**

**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 Urgent Care, 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 hosts NASCAR & Indy Car races, is approximately 10 miles west of Highland.

The San Manuel Amphitheatre, which has hosted musical acts such as Mumford and Sons, Brad Paisley, Rob Zombie, Toby Keith, Tim McGraw and Iron Maiden 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 Highland 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 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.

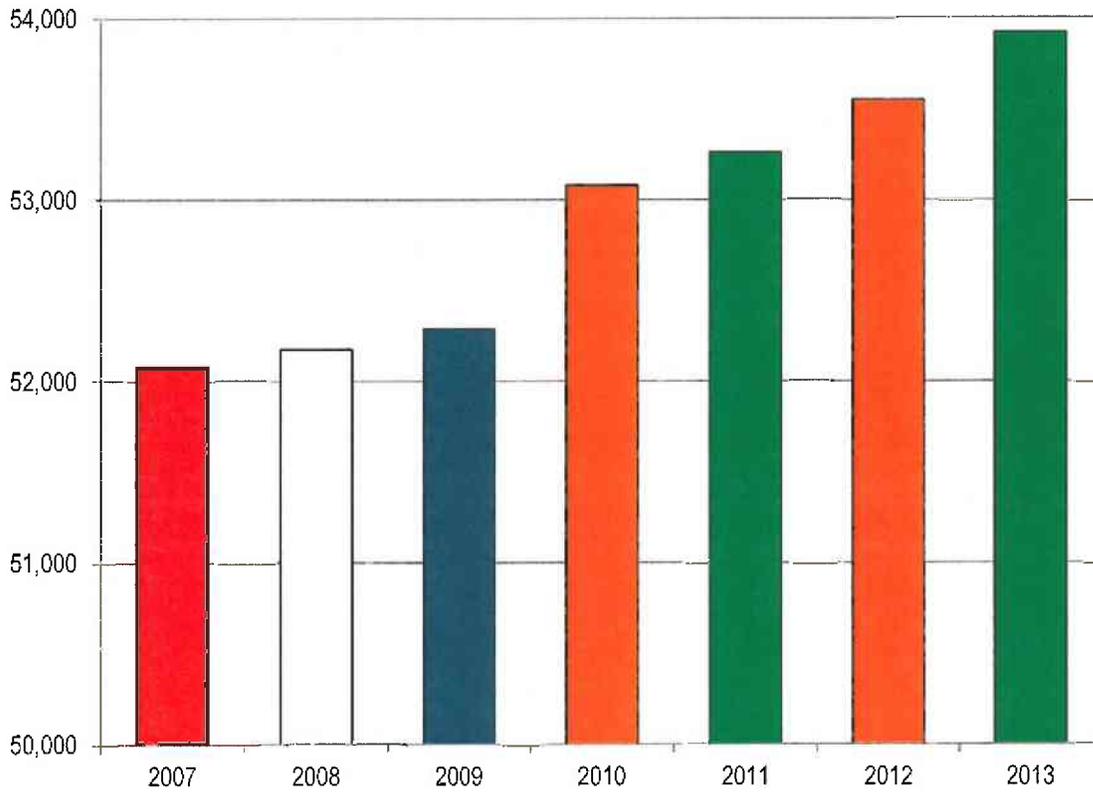
**CITY OF HIGHLAND  
2013-2015 BIENNIAL BUDGET**

**CITY PROFILE**

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. The newly constructed Memorial Park is located next to the new Police Station on Base Line and has an eternal flame and pond to memorialize the men and women who serve our country in the military and public safety. Canyon Oaks Park, Cunningham Park, Oak Creek Park and Seeley Park make up the City's Parks Maintenance District.

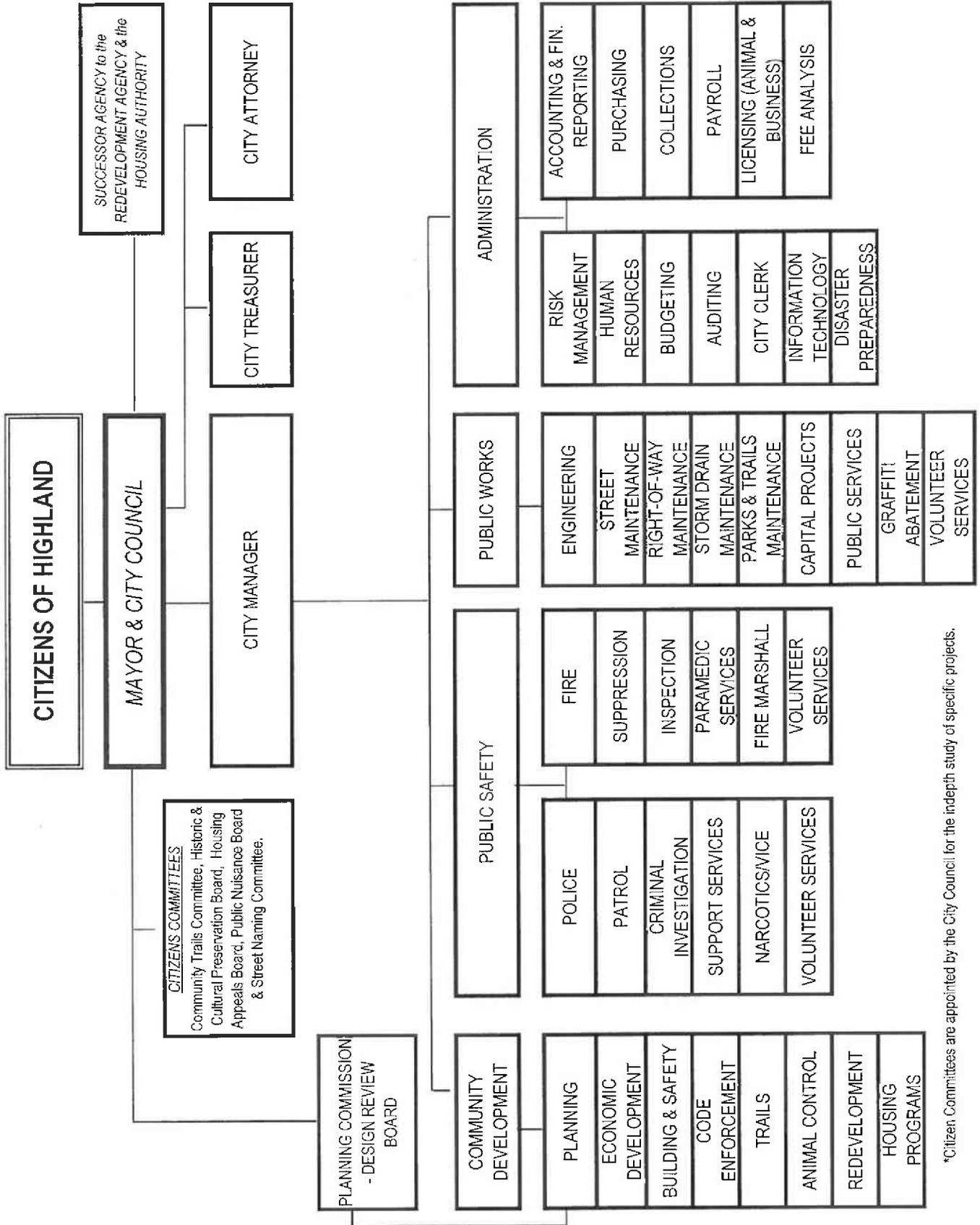


# POPULATION



<b>2007</b>	<b>52,081</b>
<b>2008</b>	<b>52,175</b>
<b>2009</b>	<b>52,289</b>
<b>2010</b>	<b>53,080</b>
<b>2011</b>	<b>53,263</b>
<b>2012</b>	<b>53,553</b>
<b>2013</b>	<b>53,926</b>





\*Citizen Committees are appointed by the City Council for the indepth study of specific projects.



**CITY OF HIGHLAND  
2013-2015 BIENNIAL BUDGET**

**CITY & CONTRACT STAFF**

**CITY STAFF**

**MANAGEMENT**

CITY MANAGER	Joseph A. Hughes
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
PUBLIC WORKS MANAGER	Jim Richardson
PUBLIC WORKS DIRECTOR/CITY ENGINEER	Ernie Wong
ASSISTANT PUBLIC WORKS DIRECTOR	Carlos Zamano

**SUPPORT**

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
CODE COMPLIANCE OFFICER*	Steve Harrison
ADMINISTRATIVE ASSISTANT II	Stacey Honn
ADMINISTRATIVE ASSISTANT I	Brandy Littleton
ADMINISTRATIVE ASSISTANT III	Linda McKeough
COMMUNITY VOLUNTEER SERVICES COORD.*	Denise 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
PUBLIC SERVICES COORDINATOR	Andrea Saavedra
ADMINISTRATIVE ASSISTANT II	Sharon Simon
SENIOR PLANNER/ECONOMIC DEV. SPEC.	Kim Stater
ADMINISTRATIVE ASSISTANT I	Nancy Stewart
PLANNING TECHNICIAN	Angela Tafolla
MAINTENANCE WORKER I	Vacant
ASSOCIATE PLANNER	Vacant

\*Part-Time

**CITY OF HIGHLAND  
2013-2015 BIENNIAL BUDGET**

**CITY & CONTRACT STAFF**

**CONTRACT STAFF**

**CITY ATTORNEY**

**Craig Steele  
Richards, Watson & Gershon**

**POLICE DEPARTMENT**

**Captain Rod Torres  
Lieutenant Tony DeCecio  
S. B. Co. Sheriff's Department**

**FIRE DEPARTMENT**

**Battalion Chief Jesse Estrada  
Cal Fire**

**ENGINEERING PROJECT MANAGER**

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

**STAFFING LEVELS**

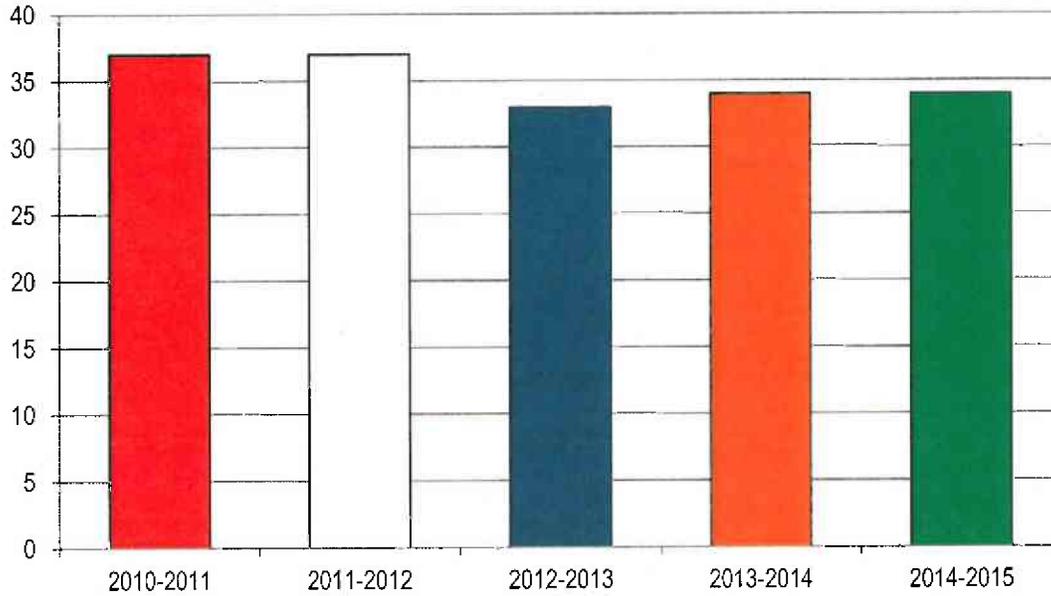
Staffing levels for full-time employees have not increased since fiscal year 2010-2011 as can be seen on the graph on page 13. In fact, they have been reduced. In 2012-2013, with the dissolution of the RDA, 2 positions were eliminated because the State took the funding for these positions. One position, a Senior Planner position retired and this position was not back-filled. Another position, a Maintenance Worker resigned and this position was not back-filled either. This accounts for the reduction of 4 full-time positions from 2011-2012 to 2012-2013.

There are no new full-time positions proposed for 2013-2014 & 2014-2015. However, a full-time Maintenance Worker that was not funded in 2012-2013, is proposed to be funded once again in 2013-2014 & 2014-2015.

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 2013-2014 & 2014-2015, many positions were scrutinized to see if percentage allocations needed to be changed.

# STAFF LEVELS

## FULL-TIME



	<u>2010-2011</u>	<u>2011-2012</u>	<u>2012-2013</u>	<u>2013-2014</u>	<u>2014-2015</u>
City Clerk	1.800	1.800	1.950	1.950	1.950
General Government	3.650	3.650	3.950	3.925	3.925
Personnel	0.300	0.300	0.300	0.300	0.300
Finance	3.900	3.900	4.400	4.375	4.375
Public Works	5.250	5.250	5.000	5.200	5.200
Engineering	0.750	0.750	0.500	0.350	0.350
Planning	4.500	4.500	5.650	5.550	5.550
Public Services	2.000	2.000	2.000	2.000	2.000
Building & Safety	1.475	1.475	1.550	1.550	1.550
Code Enforcement	1.775	1.775	2.400	2.400	2.400
Parks	2.250	2.250	2.250	2.150	2.150
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	0.850	0.850
Housing Authority	0.000	0.000	0.000	0.100	0.100
Successor Agency to RDA	0.000	0.000	0.000	0.500	0.500
Redevelopment Agency	6.300	6.300	0.000	0.000	0.000
	<u>37.000</u>	<u>37.000</u>	<u>33.000</u>	<u>34.000</u>	<u>34.000</u>



**CITY OF HIGHLAND  
2013-2015 BIENNIAL BUDGET**

**EMPLOYEE BENEFIT SUMMARY**

**Retirement** - The City is a member of the State of California Public Employee Retirement System (CalPERS). The City's formula is 2% @ 55. The City pays both the employee and employer contribution for current employees. New employees to CalPERS will pay one-half of the retirement costs.

**Post-Employment Health-Care** - If an employee works at least 5 years for the City and retires from the City, that employee is eligible to receive \$200 per month toward the cost of health care from CalPERS upon retirement.

**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 \$1,000 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
Annual days accrued	10	11	12	13	14	15	16	17	18	19

\*For ten and more years of service, employees accrue twenty annual days of vacation per year.

**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.

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

**CITY OF HIGHLAND  
2013-2015 BIENNIAL BUDGET**

**EMPLOYEE BENEFIT SUMMARY**

**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. Upon retirement from the City, employees employed for more than 10 years with the City can buyback unused sick leave up to 40%. No matter how long employed with the City, upon retirement from the City, unused sick leave can be transferred towards service credit for CalPERS retirement.

**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.

**AFLAC** – AFLAC supplemental insurance is available at the employee's cost.

**Long-Term Disability** – Long-term disability insurance is available at the employee's cost.

**CITY OF HIGHLAND  
2013-2015 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 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.

**CITY OF HIGHLAND  
2013-2015 BIENNIAL BUDGET**

**SERVICES**

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, phone, cell phone, library services, vector control, and public transportation. The private sector, special districts and the County of San Bernardino provide these services.

**CITY OF HIGHLAND  
2013-2015 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 of 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 Work Program 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 early March and can continue into late March 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 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.

**CITY OF HIGHLAND  
2013-2015 BIENNIAL BUDGET**

**BUDGET PROCESS & TECHNIQUES**

**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, the Successor Agency to the Redevelopment Agency and the Housing Authority. At these meetings, the City Council/SARDA Board/Housing Authority Board set a date for the joint study session.

**FINAL BUDGET DOCUMENT PRESENTATION**

In late May, a study session open to the public is held with the City Council/SARDA Board/Housing Authority 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/SARDA Board/Housing Authority Board at the first 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 (if necessary) 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 (if necessary) 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  
2013-2015 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 expenditures) 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**

**CITY OF HIGHLAND  
2013-2015 BIENNIAL BUDGET**

**BUDGET STATEMENT & POLICIES**

**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 projects. 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 Successor Agency to 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  
2013-2015 BIENNIAL BUDGET**

**BUDGET CALENDAR**

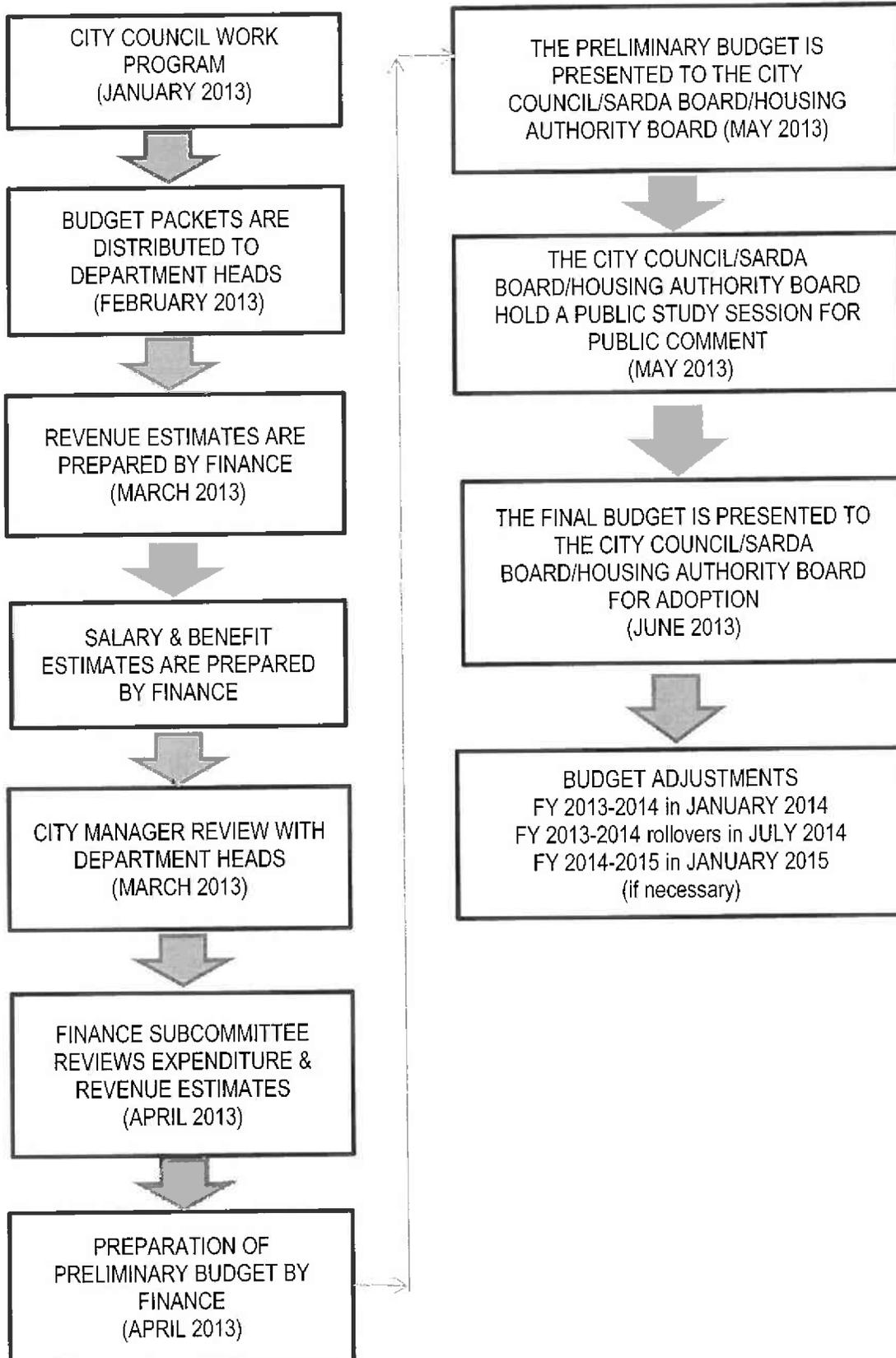
January 21, 2013	Director of Administrative Services begins to prepare budget packets for department heads.
January 25, 2013	Budget orientation and distribution of budget packets to department heads.
January 25, 2013 - February 21, 2013	Department heads prepare their departmental budgets.
February 22, 2013	Requested departmental budgets are due to the Director of Administrative Services.
March 4, 2013	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 6, 2013	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 6, 2013	City Manager meets with the Director of Administrative Services to go over all budgets associated with Administration.
March 7, 2013	City Manager and Director of Administrative Services meet with Police Chief and Fire Chief to go over all budgets associated with Public Safety.
March 14, 2013	City Manager and Director of Administrative Services meet to discuss revenue estimates.
March 26, 2013	Revenue and Expenditure (operational) estimates are presented to the Finance Subcommittee.
April 23, 2013	Capital Projects are presented to the Finance Subcommittee.
April 25, 2013	City Manager and Director of Administrative Services review the preliminary revenue, expenditure and estimated fund balance projections
May 1, 2013	City Manager and Director of Administrative Services review the final draft of the preliminary budget.
May 6, 2013	The preliminary budget is printed.

**CITY OF HIGHLAND  
2013-2015 BIENNIAL BUDGET**

**BUDGET CALENDAR**

May 7, 2013	The preliminary budget is presented to the City Council/Successor Agency Board/Housing Authority Board for use at the study session. At this meeting, the City Council/Successor Agency Board/Housing Authority Board set the date for the budget study session.
May 29, 2013	City Council/Successor Agency Board/Housing Authority Board budget study session.
May 30, 2013	City Manager and Director of Administrative Services review the final draft of the budget.
June 3, 2013	The budget is printed.
June 11, 2013	The budget is presented to the City Council/Successor Agency Board/Housing Authority Board for adoption.
July 1, 2013	The 2013-2014 adopted budget is implemented.
January 28, 2014	2013-2014 midyear budget adjustments (if needed).
July 1, 2014	The 2014-2015 adopted budget is implemented.
July 22, 2014	Carryover budget adjustments from 2013-2014 (if needed).
January 27, 2015	2014-2015 midyear budget adjustments (if needed).

## 2013-2015 BUDGET FLOW CHART





**CITY OF HIGHLAND  
2013-2015 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 most 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	6000 Parks
1200 City Clerk	3200 Engineering	6010 Graffiti
1450 General Government	4100 Planning	6020 Community Volunteer Services
1600 Personnel	4200 Public Services	6100 Trails
1700 Finance	4500 Building & Safety	
2000 Police Department	4600 Code Enforcement	

**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, Paramedic Department, Fire Department, Major Grants Fund, Housing Authority and SARDA Low and Moderate Income Housing.

**CITY OF HIGHLAND  
2013-2015 BIENNIAL BUDGET**

**FUNDS**

**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 SARDA 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 Successor Agency to the Redevelopment Agency has a debt service fund for tax allocation bonds and administration for the wind-down of the former Redevelopment Agency.

**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, Engineering, Planning, Public Services, Building & Safety, Code Enforcement, Parks, Graffiti, Community Volunteer Services and Public Works (Gas Tax). 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 charged 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  
2013-2015 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. The relatively 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 and only accounts for one-third of the Paramedic Department's expenditures.

**7100** Sales & Use Tax

The current sales tax rate in Highland is 8.00% of which 3.9375% goes to the State's General Fund, .25% is placed in the State's Fiscal Recovery Fund, .50% goes to the State's Local Public Safety Fund, .25% to the State's Education Protection Account, .50% to the State's Local Revenue Fund, 1.0625% to the State Local Revenue Fund 2011, 1% to the cities and counties based on sales generation from consumers purchasing or consuming goods and/or services in the City. The remaining .50% was voted on by the

**CITY OF HIGHLAND  
2013-2015 BIENNIAL BUDGET**

**REVENUES**

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 8.00% 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 offered to businesses in Highland to which the City receives \$20 per panel per month after six months placement.

**7460** Property Transfer Tax

**CITY OF HIGHLAND  
2013-2015 BIENNIAL BUDGET**

**REVENUES**

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)**

**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.

**CITY OF HIGHLAND  
2013-2015 BIENNIAL BUDGET**

**REVENUES**

**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**

This is for revenue derived from the use of city owned land or facilities. Currently this consists of communication companies installing their cell phone towers on city owned properties.

**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**

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 assumes the VLF for fiscal years 2013-2014 & 2014-2015 will start to come back from decreases in prior budgets. 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

**CITY OF HIGHLAND  
2013-2015 BIENNIAL BUDGET**

**REVENUES**

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 because it is based on Assessed Value (AV).

- 9100** Gas Tax - 2106
- 9110** Gas Tax - 2107
- 9120** Gas Tax - 2107.5
- 9130** Measure I
- 9140** Gas Tax - 2105
- 9145** Gas Tax - 2103

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. Section 2103 is an apportionment to cover the former Prop 1B funds. Measure I revenues are generated from additional sales tax. The distribution of these funds is provided by San Bernardino Association of Governments.

- 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
- 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. 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

**CITY OF HIGHLAND  
2013-2015 BIENNIAL BUDGET**

**REVENUES**

experienced some storm damage and has sought reimbursement from the Federal Emergency Management Agency.

**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), even with the state stealing approximately \$140,000 (portion received from the state) per year. The VLF is approximately 28% of the general fund revenues. Property Tax revenue is the second largest source of general fund revenue at 25%. Sales Tax and Franchise Fees are third and fourth at 16% and 11%, respectively. Combined, these four revenue sources account for 80% of the general fund revenues. The VLF is budgeted to show an increase over actual amounts received due to the expected increase in assessed property values. Property taxes were also budgeted to show an increase as residential assessed values in the city are increasing. 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 an increase. Franchise fees for cable and refuse were budgeted for with a slight increase. Sales Tax is also budgeted at an increase. This budget assumes that the City will 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  
2013-2015 BIENNIAL BUDGET**

**EXPENDITURES**

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

**SALARIES & BENEFITS**

- These expenditures are for salaries, wages, over-time, compensatory time, sick leave, holiday pay, vacation, administrative leave, the cafeteria plan, medi-care, deferred compensation, social security, CalPERS retirement, life 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 & paramedic services and animal control.

**DEBT SERVICE**

These expenditures are for the payment of principal and interest on loans, notes, and bonds to finance activities to the Successor Agency to the Redevelopment Agency. 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 bridge construction, 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 2012-2013 to 2016-2017. The CIP is adopted by the City Council as a separate document. It is included in the budget for reference only.



City of Highland  
2013-2015 Biennial Budget  
Proposed Source of Financing with Estimated Fund Balance

	001.1000	001.1200	001.1450	001.1600	001.1700	001.2000	001.2200	001.3200
	City Council	City Clerk	General Gov't.	Personnel	Finance	Police Department	Animal Control	Engineering
2013-2014 Estimated Fund Balance	48,000	127,280	317,210	28,430	257,880	-	-	46,375
Salaries	64,550	54,180	206,030	10,940	116,380	-	-	16,470
Benefits	48,225	52,330	18,380	19,980	76,390	337,160	11,500	27,700
Operations & Materials	-	-	-	-	-	-	-	-
Operating Transfers Out	-	26,000	159,000	11,575	46,975	7,155,535	396,550	358,780
Contractual Services	-	-	-	-	-	-	-	-
Principal & Interest	-	-	-	-	-	-	-	-
Capital Outlay	-	-	-	-	-	-	-	-
Capital Projects	-	-	-	-	-	-	-	-
Total Expenditures	160,775	259,790	700,620	70,975	497,425	7,492,695	408,050	449,325

	001.4100	001.4200	001.4500	001.4600	001.6000	001.6010	001.6020	001.6100	Total General Fund
	Planning	Public Services	Building & Safety	Enforcement Code	Parks	Graffiti	Comm. Vol. Services	Trails	
2013-2014 Estimated Fund Balance	494,735	153,100	106,490	182,575	102,595	43,700	33,300	-	1,941,520
Salaries	192,565	59,060	44,700	80,825	50,610	22,670	19,945	-	938,825
Benefits	48,930	103,335	35,680	43,880	275,460	40,655	38,135	8,850	1,186,590
Operations & Materials	-	-	-	-	39,810	-	-	-	39,810
Operating Transfers Out	268,500	179,900	230,040	76,500	656,255	-	-	-	9,565,610
Contractual Services	-	-	-	-	-	-	-	-	-
Principal & Interest	-	-	-	-	-	-	-	-	-
Capital Outlay	-	-	-	-	-	-	-	-	-
Capital Projects	-	-	-	-	-	-	-	-	-
Total Expenditures	1,004,730	495,395	416,910	383,780	1,124,730	106,925	91,380	8,850	13,672,355
Operating Revenues	-	-	-	-	-	-	-	-	13,489,355
Operating Transfers In	-	-	-	-	-	-	-	-	20,000
Total Revenues	-	-	-	-	-	-	-	-	13,509,355

	Fund Balance 07/01/2013	Fund Balance 06/30/2014
Unreserved, Undesignated	16,500	Unreserved, Undesignated
Unreserved, Designated Compensated Absences	478,993	Unreserved, Designated Compensated Absences
Unreserved, Designated Vehicle/Equipment Replacement	400,000	Unreserved, Designated Vehicle/Equipment Replacement
Unreserved, Designated Public Safety Enhancements	200,000	Unreserved, Designated Public Safety Enhancements
Unreserved, Designated Technological Enhancements	200,000	Unreserved, Designated Technological Enhancements
Unreserved, Designated Service Enhancements	1,686,721	Unreserved, Designated Service Enhancements
Unreserved, Designated Continuing Appropriations	420,000	Unreserved, Designated Continuing Appropriations
Unreserved, Designated Economic Uncertainty	1,990,000	Unreserved, Designated Economic Uncertainty
Unreserved, Designated City Hall	1,400,000	Unreserved, Designated City Hall
Unreserved, Designated Capital Projects	830,620	Unreserved, Designated Capital Projects
Reserved for Inventory	11,679	Reserved for Inventory
Reserved for Advances	-	Reserved for Advances
Total Fund Balance 07/01/2013	7,634,513	Total Fund Balance 06/30/2014
		16,500
		478,993
		400,000
		200,000
		200,000
		1,523,721
		420,000
		1,990,000
		1,400,000
		830,620
		11,679
		-
		7,471,513

City of Highland

2013-2015 Biennial Budget

Proposed Source of Financing with Estimated Fund Balance

General Fund 2014-2015 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	001.3200 Engineering
Salaries	48,000	129,790	323,475	29,040	282,835	-	-	47,285
Benefits	67,590	57,000	212,660	11,495	122,365	-	-	17,280
Operations & Materials	48,450	84,815	18,890	20,465	79,450	339,080	11,600	27,960
Operating Transfers Out	-	-	-	-	-	-	-	-
Contractual Services	-	26,000	151,165	11,625	62,725	7,414,500	434,615	359,800
Principal & Interest	-	-	-	-	-	-	-	-
Capital Outlay	-	-	-	-	-	-	-	-
Capital Projects	-	-	-	-	-	-	-	-
Total Expenditures	164,040	297,605	706,190	72,625	527,375	7,753,580	446,215	452,325

General Fund (continued) 2014-2015 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	443,645	156,300	105,205	182,855	104,540	44,500	33,900	-	1,911,370
Benefits	183,460	62,140	45,965	83,890	53,210	23,720	20,960	-	961,735
Operations & Materials	42,915	40,240	30,015	43,365	275,945	41,140	48,320	8,500	1,161,150
Operating Transfers Out	-	-	-	-	38,890	-	-	-	38,890
Contractual Services	118,000	193,300	355,000	76,500	644,255	-	-	-	9,647,485
Principal & Interest	-	-	-	-	-	-	-	-	-
Capital Outlay	-	-	-	-	-	-	-	-	-
Capital Projects	-	-	-	-	-	-	-	-	-
Total Expenditures	788,020	451,980	536,185	386,610	1,116,840	109,360	103,180	8,500	13,920,630

Operating Revenues									
Operating Transfers In									13,737,630
Total Revenues									<u>20,000</u>
									<u>13,757,630</u>

Fund Balance 07/01/2014	Fund Balance 06/30/2015
Unreserved, Undesignated	Unreserved, Undesignated
16,500	16,500
Unreserved, Designated Compensated Absences	Unreserved, Designated Compensated Absences
478,993	478,993
Unreserved, Designated Vehicle/Equipment Replacement	Unreserved, Designated Vehicle/Equipment Replacement
400,000	400,000
Unreserved, Designated Public Safety Enhancements	Unreserved, Designated Vehicle Replacement
200,000	200,000
Unreserved, Designated Technological Enhancements	Unreserved, Designated Technological Enhancements
200,000	200,000
Unreserved, Designated Service Enhancements	Unreserved, Designated Service Enhancements
1,523,721	1,360,721
Unreserved, Designated Continuing Appropriations	Unreserved, Designated Continuing Appropriations
420,000	420,000
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
830,620	830,620
Reserved for Inventory	Reserved for Inventory
11,679	11,679
Reserved for Advances	Reserved for Advances
-	-
Total Fund Balance 07/01/2014	Total Fund Balance 06/30/2015
<u>7,471,513</u>	<u>7,308,513</u>



City of Highland  
2013-2015 Biennial Budget  
Proposed Source of Financing with Estimated Fund Balance

Special Revenue Funds 2014-2015 Estimated Fund Balance	002.8230 Traffic Safety	004.8310 Gas Tax	005.8320 Article 3	006.8400 CDBG	007.8330 Dev. Impact Fees	008.8340 Developer Fees	011.8420 Office of Traffic Safety	012.8500 Landscape Maint. Dist.	013.8510 Street Light Dist.	015.8530 Comm. Trails District	016.8540 Parks Maint. District	
Salaries	-	361,760	-	88,325	-	24,400	-	-	-	-	-	
Benefits	-	157,385	-	39,210	-	1,870	-	-	-	-	-	
Operations & Materials	30,000	539,020	-	42,745	-	-	-	129,600	565,000	9,300	49,850	
Operating Transfers Out	-	-	-	-	-	-	-	-	-	-	-	
Contractual Services	196,000	532,065	-	45,000	81,000	28,000	-	118,460	6,800	10,550	47,370	
Principal & Interest	-	-	-	-	-	-	-	-	-	-	-	
Capital Outlay	237,000	-	-	520,000	14,000	251,000	-	-	-	-	-	
Capital Projects	463,000	1,590,230	-	733,280	95,000	305,270	-	248,080	571,800	19,850	97,220	
Total Expenditures	201,500	1,577,500	-	733,280	120,000	19,000	-	186,000	333,000	7,500	60,500	
Operating Revenues	201,500	1,577,500	-	733,280	120,000	19,000	-	186,000	333,000	7,500	38,890	
Operating Transfers In	-	-	-	-	-	-	-	-	-	-	99,390	
Total Revenues	201,500	1,577,500	-	733,280	120,000	19,000	-	186,000	333,000	7,500	99,390	
Fund Balance 07/01/2014	538,762	1,903,168	-	-	3,929,809	3,085,250	-	374,231	(911,921)	12,387	52,882	
Reserved	-	-	-	-	-	-	-	-	-	-	-	
Fund Balance 06/30/2015	277,292	1,890,438	-	-	3,954,809	2,809,980	-	312,151	(1,150,721)	37	55,052	
Reserved	-	-	-	-	-	-	-	-	-	-	-	
Special Revenue Funds (continued) 2014-2015 Estimated Fund Balance	017.8350 Measure 1	018.8500 FEMA	020.8440 AQMD	021.8450 COPS	024.8470 Street/Storm Drain Maint.	026.8480 Justice Asst. Grant	027.8490 Grants Fund	028.2050 Paramedic Department	029.2100 Fire Department	030.8495 Major Grants Fund	070.7000 Housing Authority	Total Special Revenue Funds
Salaries	-	-	-	-	-	-	-	-	-	-	8,070	460,555
Benefits	-	-	-	-	-	-	-	-	-	-	3,285	201,750
Operations & Materials	-	-	-	-	2,000	9,000	-	106,175	130,750	5,000	5,000	1,618,440
Operating Transfers Out	-	-	-	-	-	-	-	10,000	1,119,845	-	-	1,129,845
Contractual Services	281,000	-	62,000	100,500	17,500	9,000	1,010,000	1,344,670	2,323,590	-	7,500	6,221,025
Principal & Interest	-	-	-	-	-	-	-	-	-	-	-	-
Capital Outlay	-	-	-	-	-	-	954,000	-	-	444,000	-	4,269,000
Capital Projects	1,694,000	-	155,000	-	-	-	1,984,000	1,460,845	3,574,185	444,000	23,855	13,920,815
Total Expenditures	1,975,000	-	217,000	100,500	19,500	19,000	1,904,000	1,904,000	351,000	444,000	68,280	10,018,960
Operating Revenues	697,500	-	59,000	100,500	28,000	18,000	1,904,000	1,103,845	3,110,400	444,000	68,280	1,148,735
Operating Transfers In	-	-	-	-	-	-	-	-	-	-	-	1,167,895
Total Revenues	697,500	-	59,000	100,500	28,000	18,000	1,904,000	1,460,845	3,110,400	444,000	68,280	1,167,895
Fund Balance 07/01/2014	5,651,756	(615,817)	471,223	-	252,239	-	-	-	174,559	-	131,635	15,060,192
Reserved	-	-	-	-	-	-	52,322	-	-	-	-	52,322
Unreserved, Designated Capital Projects	-	-	-	-	-	-	-	-	-	-	-	50,000
Unreserved, Designated Public Safety Enhancements	-	-	-	-	-	-	-	-	-	-	-	535,655
Unreserved, Designated Economic Uncertainty	-	-	-	-	-	-	-	-	-	-	-	50,000
Unreserved, Designated Special Capital Projects	-	-	-	-	-	-	-	-	-	-	-	1,159,586
Unreserved, Designated Fire Emergency	-	-	-	-	-	-	-	-	-	-	-	2,854,770
Unreserved, Designated Fire Facilities	-	-	-	-	-	-	-	-	-	-	-	1,195,000
Unreserved, Designated Vehicle/Equip Replacement	-	-	-	-	252,239	-	52,322	-	6,020,540	-	131,635	20,998,495
Total Fund Balance 07/01/2014	4,374,256	(615,817)	313,223	-	250,739	-	(60,000)	-	174,559	-	176,060	12,771,057
Reserved	-	-	-	-	-	-	52,322	-	-	-	-	52,322
Unreserved, Designated Capital Projects	-	-	-	-	-	-	-	-	-	-	-	50,000
Unreserved, Designated Public Safety Enhancements	-	-	-	-	-	-	-	-	-	-	-	72,870
Unreserved, Designated Economic Uncertainty	-	-	-	-	-	-	-	-	-	-	-	50,000
Unreserved, Designated Special Capital Projects	-	-	-	-	-	-	-	-	-	-	-	1,159,586
Unreserved, Designated Fire Emergency	-	-	-	-	-	-	-	-	-	-	-	2,854,770
Unreserved, Designated Fire Facilities	-	-	-	-	-	-	-	-	-	-	-	1,195,000
Unreserved, Designated Vehicle/Equip Replacement	-	-	-	-	260,739	-	(7,678)	-	5,558,755	-	176,060	18,205,575
Total Fund Balance 06/30/2015	4,374,256	(615,817)	313,223	-	260,739	-	(7,678)	-	5,558,755	-	176,060	18,205,575

City of Highland  
2013-2015 Biennial Budget  
Proposed Source of Financing with Estimated Fund Balance

Capital Projects Fund 2013-2014 Estimated Fund Balance	010.3830 Facilities Construction	014.8520 CFD	023.3890 Gen. Capital Financing	Total Capital Projects Funds
Salaries	-	-	-	-
Benefits	-	-	-	-
Operations & Materials	-	10,600	12,500	23,100
Operating Transfers Out	-	-	-	-
Contractual Services	-	-	706,000	706,000
Principal & Interest	-	-	-	-
Capital Outlay	-	-	317,150	317,150
Capital Projects	-	-	129,000	129,000
<b>Total Expenditures</b>	-	<b>10,600</b>	<b>1,164,650</b>	<b>1,175,250</b>
Operating Revenues	-	10,600	20,000	30,600
Operating Transfers In	-	-	-	-
<b>Total Revenues</b>	-	<b>10,600</b>	<b>20,000</b>	<b>30,600</b>
<b>Fund Balance 07/01/2013</b>				
Unreserved, Undesignated	-	58,770	842,116	900,886
Unreserved, Designated Public Improvements	-	-	3,153,000	3,153,000
Unreserved, Designated Infrastructure	-	-	1,675,725	1,675,725
Unreserved, Designated Capital Projects	-	-	2,447,000	2,447,000
Reserved for Loans	-	-	-	-
Reserved for Advances to Other Funds	-	-	-	-
<b>Fund Balance 07/01/2013</b>	-	<b>58,770</b>	<b>8,117,841</b>	<b>8,176,611</b>
<b>Fund Balance 06/30/2014</b>				
Unreserved, Undesignated	-	58,770	447,466	506,236
Unreserved, Designated Public Improvements	-	-	2,403,000	2,403,000
Unreserved, Designated Infrastructure	-	-	1,675,725	1,675,725
Unreserved, Designated Capital Projects	-	-	2,447,000	2,447,000
Reserved for Loans	-	-	-	-
Reserved for Advances to Other Funds	-	-	-	-
<b>Fund Balance 06/30/2014</b>	-	<b>58,770</b>	<b>6,973,191</b>	<b>7,031,961</b>

Capital Projects Fund 2014-2015 Estimated Fund Balance	010.3830 Facilities Construction	014.8520 CFD	023.3890 Gen. Capital Financing	Total Capital Projects Funds
Salaries	-	-	-	-
Benefits	-	-	-	-
Operations & Materials	-	10,600	2,500	13,100
Operating Transfers Out	-	-	-	-
Contractual Services	-	-	750,000	750,000
Principal & Interest	-	-	-	-
Capital Outlay	-	-	252,000	252,000
Capital Projects	-	-	77,000	77,000
<b>Total Expenditures</b>	-	<b>10,600</b>	<b>1,081,500</b>	<b>1,092,100</b>
Operating Revenues	-	10,600	20,000	30,600
Operating Transfers In	-	-	-	-
<b>Total Revenues</b>	-	<b>10,600</b>	<b>20,000</b>	<b>30,600</b>
<b>Fund Balance 07/01/2014</b>				
Unreserved, Undesignated	-	58,770	447,466	506,236
Unreserved, Designated Public Improvements	-	-	2,403,000	2,403,000
Unreserved, Designated Infrastructure	-	-	1,675,725	1,675,725
Unreserved, Designated Capital Projects	-	-	2,447,000	2,447,000
Reserved for Loans	-	-	-	-
Reserved for Advances to Other Funds	-	-	-	-
<b>Fund Balance 07/01/2014</b>	-	<b>58,770</b>	<b>6,973,191</b>	<b>7,031,961</b>
<b>Fund Balance 06/30/2015</b>				
Unreserved, Undesignated	-	58,770	85,966	144,736
Unreserved, Designated Public Improvements	-	-	1,703,000	1,703,000
Unreserved, Designated Infrastructure	-	-	1,675,725	1,675,725
Unreserved, Designated Capital Projects	-	-	2,447,000	2,447,000
Reserved for Loans	-	-	-	-
Reserved for Advances to Other Funds	-	-	-	-
<b>Fund Balance 06/30/2015</b>	-	<b>58,770</b>	<b>5,911,691</b>	<b>5,970,461</b>

**City of Highland  
2013-2015 Biennial Budget  
Proposed Source of Financing with Estimated Fund Balance**

<b>Internal Service Funds 2013-2014 Estimated Fund Balance</b>	<b>041.9500 Insurance</b>	<b>042.9510 Building Services</b>	<b>Total Internal Service Funds</b>
Salaries	53,835	39,240	93,075
Benefits	37,235	19,690	56,925
Operations & Materials	442,200	168,770	610,970
Operating Transfers Out	-	-	-
Contractual Services	19,000	30,280	49,280
Principal & Interest	-	-	-
Capital Outlay	-	-	-
Capital Projects	407,000	-	407,000
<b>Total Expenditures</b>	<b>959,270</b>	<b>257,980</b>	<b>1,217,250</b>
Operating Revenues	541,270	-	541,270
Operating Transfers In	-	-	-
<b>Total Revenues</b>	<b>541,270</b>	<b>-</b>	<b>541,270</b>
Fund Balance 07/01/2013			
Reserved	4,900,000	1,676,975	6,576,975
Fund Balance 06/30/2014			
Reserved	4,482,000	1,418,995	5,900,995

<b>Internal Service Funds 2014-2015 Estimated Fund Balance</b>	<b>041.9500 Insurance</b>	<b>042.9510 Building Services</b>	<b>Total Internal Service Funds</b>
Salaries	54,895	39,955	94,850
Benefits	40,600	20,695	61,295
Operations & Materials	457,200	168,770	625,970
Operating Transfers Out	-	-	-
Contractual Services	8,000	30,280	38,280
Principal & Interest	-	-	-
Capital Outlay	-	-	-
Capital Projects	-	-	-
<b>Total Expenditures</b>	<b>560,695</b>	<b>259,700</b>	<b>820,395</b>
Operating Revenues	560,695	-	560,695
Operating Transfers In	-	-	-
<b>Total Revenues</b>	<b>560,695</b>	<b>-</b>	<b>560,695</b>
Fund Balance 07/01/2014			
Reserved	4,482,000	1,418,995	5,900,995
Fund Balance 06/30/2015			
Reserved	4,482,000	1,159,295	5,641,295

City of Highland  
2013-2015 Biennial Budget  
Proposed Source of Financing with Estimated Fund Balance

Redevelopment Agency Funds 2013-2014 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	-	-	-	-	-
Benefits	-	-	-	-	-
Operations & Materials	-	-	-	-	-
Operating Transfers Out	-	-	-	-	-
Contractual Services	-	-	-	-	-
Principal & Interest	-	-	-	-	-
Capital Outlay	-	-	-	-	-
Capital Projects	-	-	-	-	-
<b>Total Expenditures</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
Operating Revenues	-	-	-	-	-
Operating Transfers In	-	-	-	-	-
<b>Total Revenues</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
Fund Balance 07/01/2013					
Unreserved, Designated Capital Projects	-	-	-	-	-
Fund Balance 06/30/2014					
Unreserved, Designated Capital Projects	-	-	-	-	-

Redevelopment Agency Funds 2014-2015 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	-	-	-	-	-
Benefits	-	-	-	-	-
Operations & Materials	-	-	-	-	-
Operating Transfers Out	-	-	-	-	-
Contractual Services	-	-	-	-	-
Principal & Interest	-	-	-	-	-
Capital Outlay	-	-	-	-	-
Capital Projects	-	-	-	-	-
<b>Total Expenditures</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
Operating Revenues	-	-	-	-	-
Operating Transfers In	-	-	-	-	-
<b>Total Revenues</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
Fund Balance 07/01/2014					
Unreserved, Designated Capital Projects	-	-	-	-	-
Fund Balance 06/30/2015					
Unreserved, Designated Capital Projects	-	-	-	-	-

City of Highland  
2013-2015 Biennial Budget  
Proposed Source of Financing with Estimated Fund Balance

Successor Agency to the Redevelopment Agency (SARDA) Funds 2013-2014 Estimated Fund Balance	082.8020 RPTTF	087.8070 Bond Proceeds	088.8080 Low & Moderate Income Housing	089.8090 Debt Service	Total Successor Agency Funds
Salaries	-	62,790	-	-	62,790
Benefits	-	22,085	-	-	22,085
Operations & Materials	-	-	26,955	200,500	227,455
Operating Transfers Out	4,220,595	-	-	-	4,220,595
Contractual Services	-	386,970	-	74,500	461,470
Principal & Interest	-	-	-	3,945,595	3,945,595
Capital Outlay	-	-	-	-	-
Capital Projects	-	17,813,000	-	-	17,813,000
<b>Total Expenditures</b>	<b>4,220,595</b>	<b>18,284,845</b>	<b>26,955</b>	<b>4,220,595</b>	<b>26,752,990</b>
Operating Revenues	4,220,595	50,000	15,000	-	4,285,595
Operating Transfers In	-	-	-	4,220,595	4,220,595
<b>Total Revenues</b>	<b>4,220,595</b>	<b>50,000</b>	<b>15,000</b>	<b>4,220,595</b>	<b>8,506,190</b>
Fund Balance 07/01/2013					
Unreserved, Designated Capital Projects	-	30,797,328	3,222,492	121,887	34,141,707
Fund Balance 06/30/2014					
Unreserved, Designated Capital Projects	-	12,562,483	3,210,537	121,887	15,894,907

Successor Agency to the Redevelopment Agency (SARDA) Funds 2014-2015 Estimated Fund Balance	082.8020 RPTTF	087.8070 Bond Proceeds	088.8080 Low & Moderate Income Housing	089.8090 Debt Service	Total Successor Agency Funds
Salaries	-	64,030	-	-	64,030
Benefits	-	23,200	-	-	23,200
Operations & Materials	-	-	-	200,500	200,500
Operating Transfers Out	4,220,610	-	-	-	4,220,610
Contractual Services	-	193,765	-	74,500	268,265
Principal & Interest	-	-	-	3,945,610	3,945,610
Capital Outlay	-	-	-	-	-
Capital Projects	-	1,620,000	-	-	1,620,000
<b>Total Expenditures</b>	<b>4,220,610</b>	<b>1,900,995</b>	<b>-</b>	<b>4,220,610</b>	<b>10,342,215</b>
Operating Revenues	4,220,610	35,000	15,000	-	4,270,610
Operating Transfers In	-	-	-	4,220,610	4,220,610
<b>Total Revenues</b>	<b>4,220,610</b>	<b>35,000</b>	<b>15,000</b>	<b>4,220,610</b>	<b>8,491,220</b>
Fund Balance 07/01/2014					
Unreserved, Designated Capital Projects	-	12,562,483	3,210,537	121,887	15,894,907
Fund Balance 06/30/2015					
Unreserved, Designated Capital Projects	-	10,696,488	3,225,537	121,887	14,043,912

**City of Highland  
2013-2015 Biennial Budget  
Consolidated Overview**

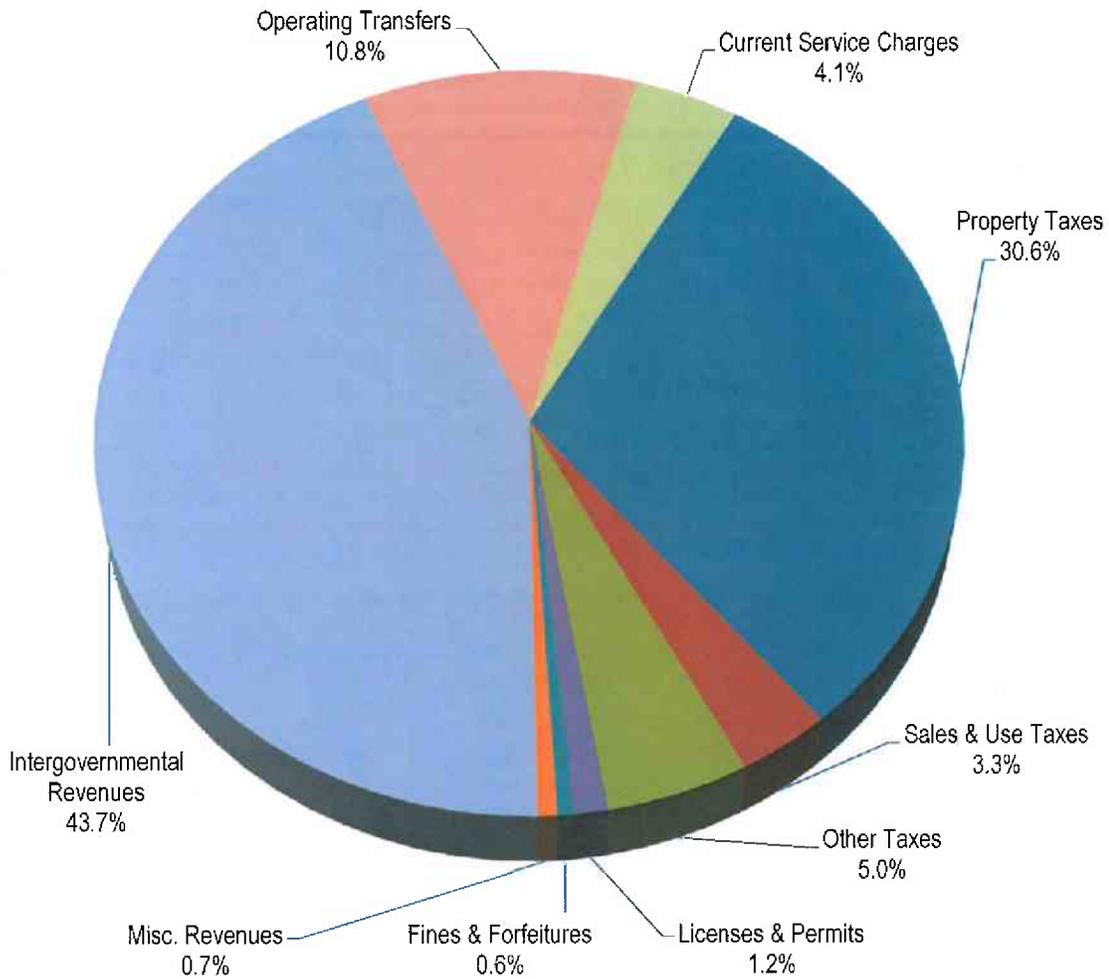
	Fiscal Year 2013/2014	Fiscal Year 2014/2015
Beginning Fund Balance:	83,473,681	51,960,146
Revenues by Source:		
Taxes	19,353,890	19,329,240
Licenses & Permits	611,250	627,000
Fines & Forfeitures	282,000	288,000
Miscellaneous Revenues	350,880	334,380
Intergovernmental Revenue	21,739,155	5,954,780
Current Service Charges	2,041,970	2,085,095
Operating Transfers In	5,357,635	5,389,345
Total Revenues	<u>49,736,780</u>	<u>34,007,840</u>
Expenditures by Object:		
Salaries & Wages	2,568,505	2,550,805
Benefits	1,209,720	1,247,980
Operations & Materials	(5,336,435)	(5,375,980)
Contractual Services	322,300	252,000
Debt Service*	1,176,000	506,000
Capital Outlay	75,952,590	40,095,955
Capital Projects	-	-
Operating Transfers Out	5,357,635	5,389,345
Total Expenditures	<u>81,250,315</u>	<u>44,666,105</u>
Ending Fund Balance:	<u>51,960,146</u>	<u>41,301,881</u>

\*Debt Service is for SARDA



# REVENUES BY SOURCE

2013-2014

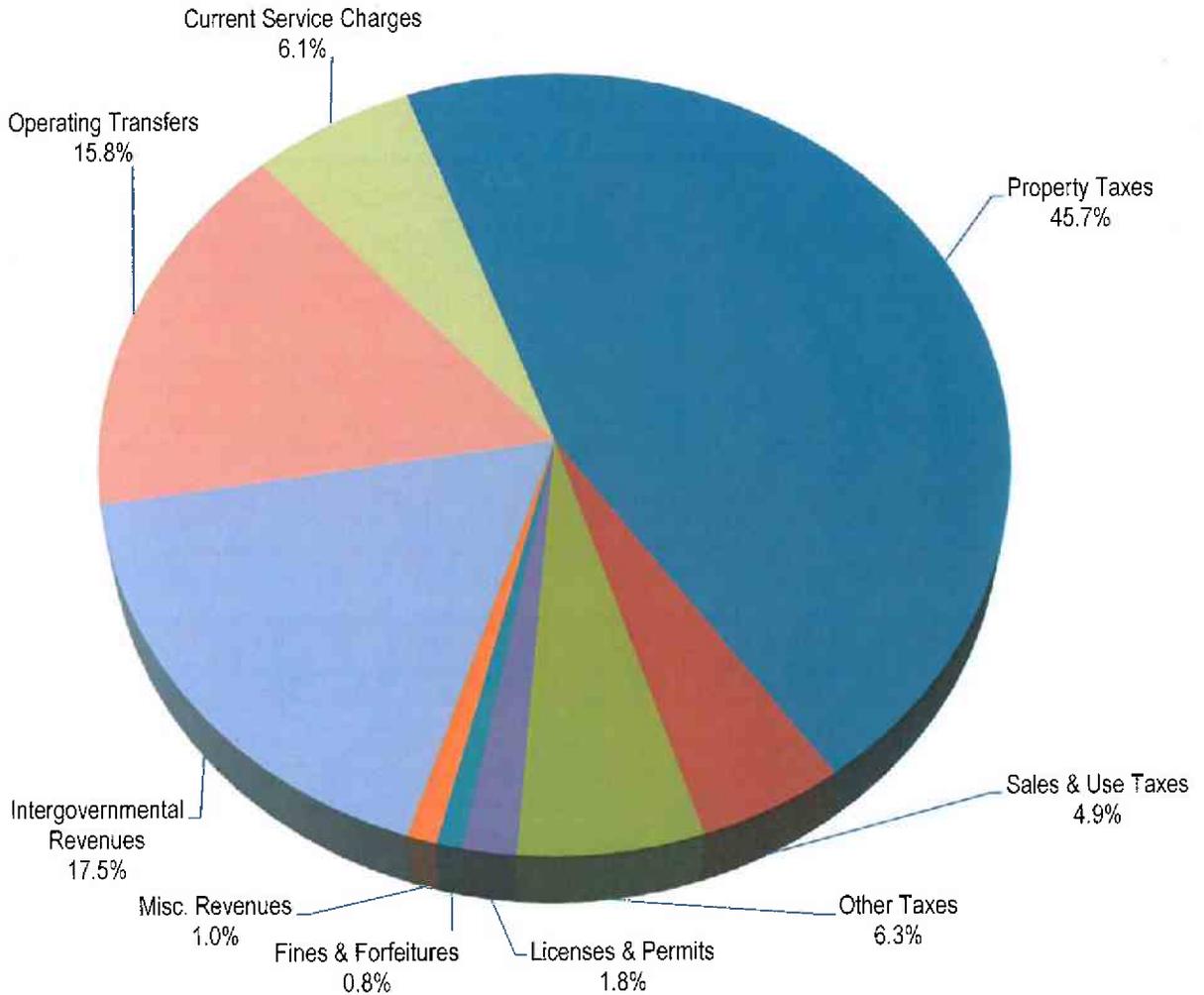


Property Taxes	\$15,218,845
Sales & Use Taxes	1,633,045
Other Taxes	2,502,000
Licenses & Permits	611,250
Fines & Forfeitures	282,000
Misc. Revenues	350,880
Intergovernmental Revenues	21,739,155
Operating Transfers	5,357,635
Current Service Charges	<u>2,041,970</u>
Total	\$49,736,780



# REVENUES BY SOURCE

2014-2015



Property Taxes	\$15,527,110
Sales & Use Taxes	1,668,630
Other Taxes	2,133,500
Licenses & Permits	627,000
Fines & Forfeitures	288,000
Misc. Revenues	334,380
Intergovernmental Revenues	5,954,780
Operating Transfers	5,389,345
Current Service Charges	<u>2,085,095</u>
Total	\$34,007,840



## Revenues by Source

Acct #	2010-2011 Actual (Audited)	2011-2012 Actual (Audited)	2012-2013 Adjusted Budget	2012-2013 Year End Estimate	2013-2014 Adopted Budget	2014-2015 Adopted Budget
<b>TAXES:</b>						
7010	13,449,057	10,876,815	13,981,810	8,731,459	10,587,845	10,861,110
7020	213,540	201,907	-	-	-	-
7030	83,351	53,988	-	-	-	-
7040	2,550	2,725	-	-	-	-
7050	(55,445)	(8,205)	-	-	-	-
7060	158,606	114,228	-	-	-	-
7070	84,038	75,746	-	-	-	-
7085	356,207	347,036	351,000	333,590	351,000	351,000
7090	3,726,380	3,723,906	3,815,000	3,730,000	3,755,000	3,780,000
7095	560,993	489,612	580,000	515,000	525,000	535,000
7100	1,437,845	1,612,077	1,560,000	1,615,000	1,633,045	1,668,630
7100	118,750	164,106	85,000	165,000	165,000	175,000
7205	97,589	-	-	-	411,000	-
7300	178,729	204,296	168,000	205,000	205,000	210,000
7400	152,260	151,118	132,000	132,000	152,000	155,000
7401	280,486	276,245	280,000	280,000	280,000	290,000
7402	384,286	423,262	370,000	390,000	420,000	425,000
7403	549,154	557,198	570,000	555,000	555,000	560,000
7404	3,670	4,945	5,000	5,000	4,000	4,000
7413	70,644	69,650	72,000	72,000	70,000	72,500
7450	158,522	153,460	145,000	145,000	150,000	152,000
7451	1,245	1,015	-	-	-	-
7460	90,000	89,094	90,000	90,000	90,000	90,000
<b>TOTAL TAXES</b>	<b>22,100,457</b>	<b>19,584,223</b>	<b>22,204,810</b>	<b>16,964,049</b>	<b>19,353,890</b>	<b>19,329,240</b>
<b>LICENSES &amp; PERMITS:</b>						
7510	68,688	76,479	60,000	55,000	50,000	50,000
7600	390,014	385,005	475,000	450,000	460,000	470,000
7610	84,397	83,934	102,400	85,000	90,000	95,000
7620	1,645	1,292	3,000	3,000	2,500	3,000
7630	1,231	1,270	2,000	2,000	1,250	1,500
7700	8,620	9,702	7,500	7,500	7,500	7,500
7800	-	-	-	-	-	-
<b>TOTAL LICENSES &amp; PERMITS</b>	<b>554,594</b>	<b>557,682</b>	<b>649,900</b>	<b>602,500</b>	<b>611,250</b>	<b>627,000</b>
<b>FINES &amp; FORFEITURES:</b>						
8100	243,138	198,560	310,000	200,000	200,000	200,000
8105	-	-	-	-	-	-
8150	34,933	19,101	30,000	17,500	15,000	17,500
8160	-	-	-	-	-	-
8200	25,804	3,210	20,000	20,000	20,000	22,500
8201	49,440	43,034	45,000	22,500	22,000	23,000
8202	23,975	20,315	25,000	25,000	25,000	25,000
8252	649	738	-	-	-	-
<b>TOTAL FINES &amp; FORFEITURES</b>	<b>377,940</b>	<b>284,958</b>	<b>430,000</b>	<b>285,000</b>	<b>282,000</b>	<b>288,000</b>
<b>MISCELLANEOUS REVENUE:</b>						
8600	426,073	280,820	354,900	245,250	173,500	155,500
8605	12,855	11,448	10,000	10,000	10,000	10,000
8650	205,380	168,109	90,000	60,000	55,000	55,000
8700	-	-	-	-	-	-
8705	18,000	23,000	18,000	25,000	72,000	73,500
8730	93,005	-	-	-	-	-
8800	-	-	-	-	-	-

## Revenues by Source

Acct #	2010-2011 Actual (Audited)	2011-2012 Actual (Audited)	2012-2013 Adjusted Budget	2012-2013 Year End Estimate	2013-2014 Adopted Budget	2014-2015 Adopted Budget
8820 GAIN ON INVESTMENTS	3,771,420	-	-	-	-	-
8850 PROCEEDS FROM NOTE	-	-	-	-	-	-
8900 MISCELLANEOUS	54,808	59,116	6,500	16,800	31,880	31,880
8905 PAYOFF DEMANDS	820	690	-	750	-	-
8910 VOLUNTEER DONATIONS	8,605	6,870	8,500	8,500	8,500	8,500
8915 CLAIMS PAYABLE DECREASE	-	-	-	-	-	-
<b>TOTAL MISCELLANEOUS REVENUE</b>	<b>4,590,965</b>	<b>550,052</b>	<b>487,900</b>	<b>366,300</b>	<b>350,880</b>	<b>334,380</b>
<b>INTERGOVERNMENTAL REVENUE:</b>						
9010 MOTOR VEHICLE IN-LIEU TAX	240,945	26,440	-	-	-	-
9050 BOOKING FEE REIMBURSEMENT	-	-	-	-	-	-
9100 GAS TAX-2106	171,240	169,093	182,000	170,000	170,000	175,000
9110 GAS TAX-2107	361,352	349,114	382,000	350,000	370,000	375,000
9120 GAS TAX-2107.5	7,500	7,500	7,500	7,500	7,500	7,500
9131 MEASURE I 2010-2040	678,985	741,911	575,000	725,000	675,000	685,000
9135 SANBAG	15,301	-	1,140,000	-	603,000	843,000
9140 GAS TAX-2105	270,541	243,262	287,000	250,000	250,000	255,000
9145 GAS TAX-2103	499,886	719,023	600,000	600,000	755,000	760,000
9200 OFF-HIGHWAY MOTOR VEHICLE TAX	-	-	-	-	-	-
9210 STATE-OTHER	10,301	330,183	246,240	2,706,365	4,456,560	913,500
9215 STATE-SLTPP	-	-	-	-	-	-
9225 FEDERAL GRANT	1,692,048	2,270,126	16,228,000	10,160,000	12,835,000	444,000
9226 FEMA EOP GRANT	-	-	-	-	-	-
9230 HUD SPECIAL PURPOSE/PROJECTS	-	-	-	-	-	-
9300 COMMUNITY DEVELOPMENT BLOCK GRANT	155,879	718,997	511,465	465,465	335,595	733,280
9313 EHR HOA	-	-	130,000	-	-	-
9314 IVDA	287,381	372,827	1,033,000	-	630,000	162,000
9317 AQMD AB 2766	57,635	26,481	60,000	58,000	58,000	58,000
9318 CITY OF SAN BERNARDINO	836,234	154,875	728,000	-	-	-
9319 EVWD PROJECT REIMBURSEMENT	-	-	-	-	55,000	-
9320 PROP 42	-	-	-	-	-	-
9321 S.B. CO. FLOOD CONTROL PROJECT REIMBURSEMENT	-	-	-	-	-	-
9322 SAN BERNARDINO COUNTY	610,663	-	1,000,000	-	-	-
9323 PROP 1B	775,815	-	-	-	-	-
9325 ARTICLE 19 WDA	54,014	44,487	70,000	55,000	55,000	55,000
9326 EMERGENCY MANAGEMENT PERFORMANCE GRANT	-	-	-	-	-	-
9327 HEALTHY CITY GRANT	-	25,000	-	-	-	-
9335 SB 90 STATE MANDATE REIMBURSEMENTS	-	12	10,000	-	20,000	20,000
9345 OFFICE OF TRAFFIC SAFETY GRANT	16,543	4,355	-	-	-	-
9350 COPS GRANT	100,095	100,067	100,000	100,500	100,500	100,500
9355 INDIAN GAMING GRANT	-	-	-	-	-	-
9360 JUSTICE ASSISTANCE GRANT	27,283	23,591	-	30,000	18,000	18,000
9365 EPA GRANT	-	-	-	-	-	-
9380 SAN BERNARDINO UNIFIED SCHOOL DIST	5,000	10,000	5,000	5,000	5,000	5,000
9385 SUCCESSOR AGENCY REIMBURSEMENT	-	-	250,000	250,000	250,000	250,000
9400 FEMA	655,536	126,919	-	32,375	-	-
9410 PASS THRU-FIRE DEPARTMENT	169,393	89,236	190,000	90,000	90,000	95,000
<b>TOTAL INTERGOVERNMENTAL REVENUE</b>	<b>7,699,571</b>	<b>6,553,498</b>	<b>23,735,205</b>	<b>16,055,205</b>	<b>21,739,155</b>	<b>5,954,780</b>
<b>CURRENT SERVICE CHARGES:</b>						
9510 PLANNING FEES-ZONING/GPA	-	13,600	-	-	-	-
9511 PLANNING FEES-TENTATIVE PARCEL MAP	-	-	-	-	-	-
9512 PLANNING FEES-MINOR/MAJOR VARIANCE	-	-	-	-	-	-
9513 PLANNING FEES-DESIGN REVIEW	23,875	28,105	-	-	-	-
9514 PLANNING FEES-CONDITIONAL USE PERMIT	56,555	71,765	-	-	-	-

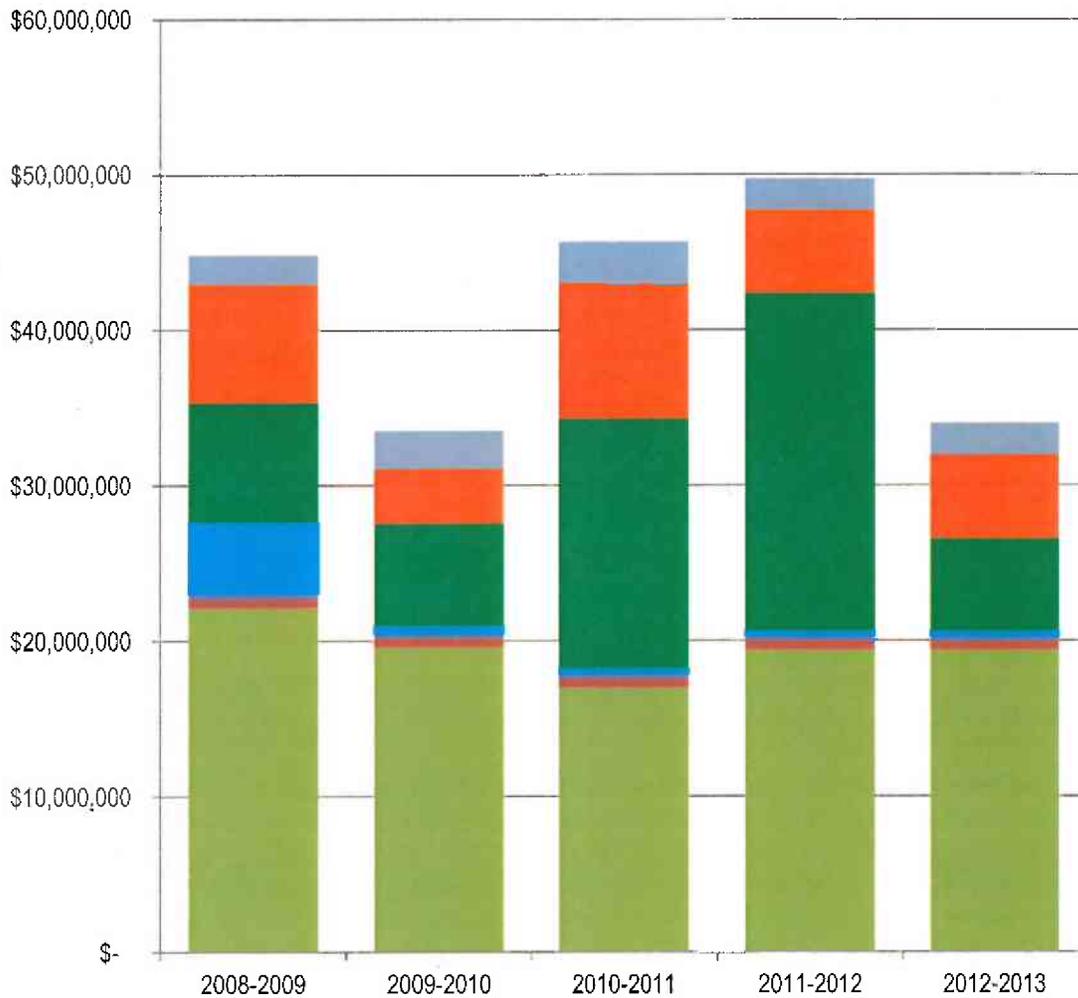
## Revenues by Source

Acct #	2010-2011 Actual (Audited)	2011-2012 Actual (Audited)	2012-2013 Adjusted Budget	2012-2013 Year End Estimate	2013-2014 Adopted Budget	2014-2015 Adopted Budget
9515						
9516	5,285	1,780	-	-	-	-
9517	72,122	280,814	260,000	175,000	430,000	400,000
9518	70	200	-	-	-	-
9519	3,250	1,790	-	-	-	-
9520	60,142	53,626	-	-	-	-
9521	88,959	66,823	420,000	185,000	210,000	250,000
9522	-	-	-	-	-	-
9523	1,494	1,380	-	-	-	-
9524	-	3,330	-	-	-	-
9525	-	16,155	15,000	17,500	15,000	17,500
9526	160,065	164,594	160,000	162,500	165,000	167,500
9527	491,439	463,051	473,000	430,000	434,700	443,400
9528	-	-	-	-	-	-
9529	510	525	-	-	-	-
9531	15	31	-	-	-	-
9532	2,810	2,420	1,500	1,500	2,000	2,000
9534	84,390	73,920	75,000	75,000	75,000	75,000
9536	2,080	1,248	1,500	1,500	1,500	1,500
9537	-	-	-	-	-	-
9538	19,805	12,090	13,000	7,500	7,500	7,500
9540	7,151	8,350	8,500	5,000	8,000	8,000
9543	11,047	8,236	10,000	10,000	10,000	10,000
9545	350	-	-	-	-	-
9546	-	-	-	-	-	-
9550	3,110	-	-	-	-	-
9598	171,349	172,353	57,735	-	-	-
9599	412,751	402,217	549,175	549,175	533,270	552,695
9620	-	2	-	-	-	-
9630	5,786	7,384	2,000	5,000	5,000	5,000
9631	295	362	-	-	-	-
9632	48,240	39,060	45,000	45,000	45,000	45,000
9633	300	340	-	-	-	-
9635	640	540	-	-	-	-
9640	-	-	-	-	-	-
9647	86,890	15,901	-	11,000	-	-
9648	-	38,924	-	-	-	-
9651	-	-	-	20,000	-	-
9653	20,000	15,000	-	-	-	-
9700	368	3,228	-	-	-	-
9701	594	8,867	-	-	-	-
9702	720	12,250	-	-	-	-
9703	342	29,580	-	-	-	-
9704	-	-	-	-	-	-
9706	-	-	-	-	-	-
9710	-	-	100,000	900,000	100,000	100,000
9711	84	7,252	-	-	-	-
9712	7,568	67,511	-	-	-	-
9713	472	8,541	-	-	-	-
9714	105	9,012	-	-	-	-
9715	1,251	10,848	-	-	-	-
9716	2,857	24,769	-	-	-	-
9717	2,808	24,344	-	-	-	-
9718	27,840	241,348	-	-	-	-
9720	-	41,250	-	15,000	-	-

## Revenues by Source

Acct #	2010-2011 Actual (Audited)	2011-2012 Actual (Audited)	2012-2013 Adjusted Budget	2012-2013 Year End Estimate	2013-2014 Adopted Budget	2014-2015 Adopted Budget
9840	-	-	-	-	-	-
9850	-	-	-	-	-	-
9901	2,841,700	483,053	2,010,830	1,990,830	39,810	38,890
9904	3,097,991	1,520,249	2,003,760	2,351,540	-	-
9905	-	-	-	-	-	-
9907	-	21,652	-	-	-	-
9908	-	-	-	-	-	-
9918	-	-	-	-	-	-
9923	217,535	-	1,702,870	1,702,870	-	-
9927	-	-	-	-	-	-
9928	36,805	10,000	10,000	10,000	10,000	10,000
9929	579,010	1,011,589	1,026,410	773,110	1,087,230	1,119,845
9930	-	-	-	-	-	-
9970	-	45,000	-	-	-	-
9980	-	-	-	-	-	-
9982	-	-	-	-	4,220,595	4,220,610
9983	826,250	443,557	1,422,510	-	-	-
9986	-	-	-	-	-	-
9989	-	-	-	1,953,040	-	-
	<b>9,485,076</b>	<b>5,989,814</b>	<b>10,367,790</b>	<b>11,397,065</b>	<b>7,399,605</b>	<b>7,474,440</b>
<b>GRAND TOTAL</b>	<b>44,808,603</b>	<b>33,520,227</b>	<b>57,875,605</b>	<b>45,670,119</b>	<b>49,736,780</b>	<b>34,007,840</b>

# REVENUES BY SOURCE HISTORY

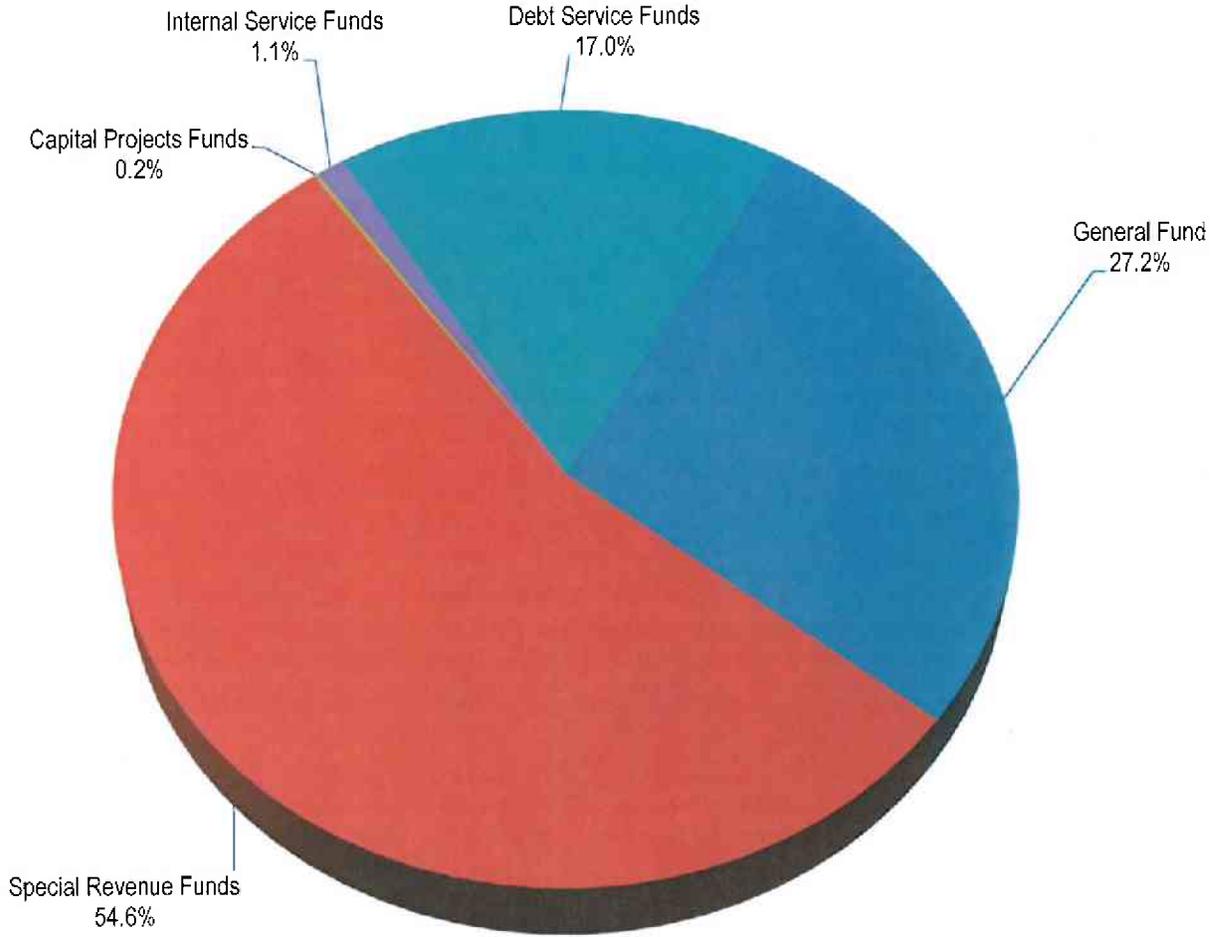


	<u>2010-2011</u>	<u>2011-2012</u>	<u>2012-2013</u>	<u>2013-2014</u>	<u>2014-2015</u>
Taxes	22,100,457	19,584,223	16,964,049	19,353,890	19,329,240
Licenses & Permits	554,594	557,682	602,500	611,250	627,000
Fines & Forfeitures	377,940	284,958	285,000	282,000	288,000
Misc. Revenue	4,590,965	550,052	366,300	350,880	334,380
Intergovernmental Rev.	7,699,571	6,553,498	16,055,205	21,739,155	5,954,780
Operating Transfers	7,599,291	3,535,100	8,781,390	5,357,635	5,389,345
Current Service Charges	1,885,785	2,454,714	2,615,675	2,041,970	2,085,095
<b>Total</b>	<b>\$44,808,603</b>	<b>\$33,520,227</b>	<b>\$45,670,119</b>	<b>\$49,736,780</b>	<b>\$34,007,840</b>



# REVENUES BY FUND

## 2013-2014

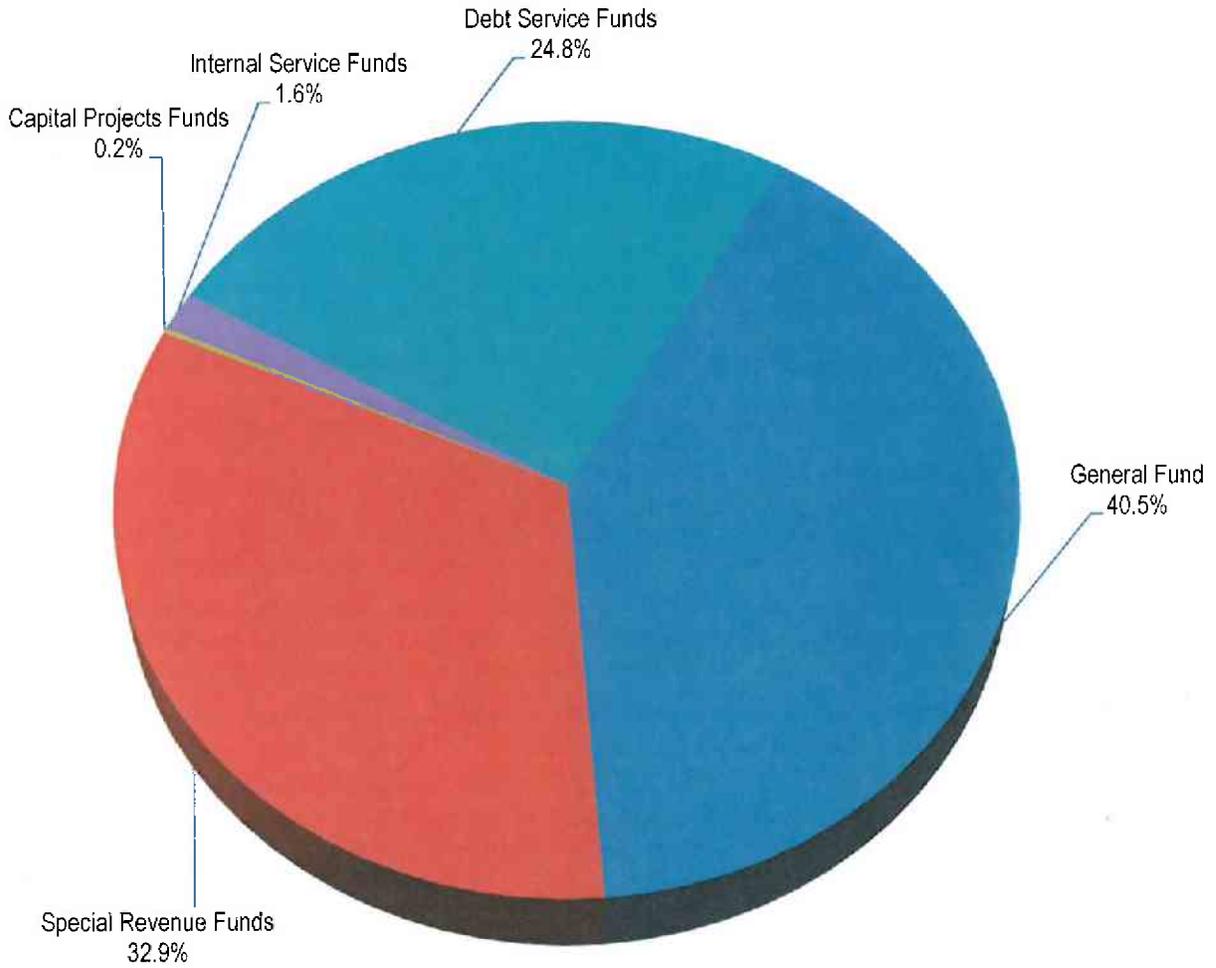


General Fund	\$13,509,355
Special Revenue Funds	27,164,365
Capital Projects Funds	80,600
Internal Service Funds	541,270
Debt Service Funds	<u>8,441,190</u>
Total	\$49,736,780



# REVENUES BY FUND

## 2014-2015



General Fund	\$13,757,630
Special Revenue Funds	11,182,695
Capital Projects Funds	65,600
Internal Service Funds	560,695
Debt Service Funds	<u>8,441,220</u>
Total	\$34,007,840



# General Fund

Acct #:	General Fund-001	2010-2011 Actual (Audited)	2011-2012 Actual (Audited)	2012-2013 Adjusted Budget	2012-2013 Year End Estimate	2013-2014 Adopted Budget	2014-2015 Adopted Budget
<b>TAXES:</b>							
7010	SECURED PROPERTY TAX	2,748,604	3,096,899	3,073,945	3,003,790	3,360,000	3,520,000
7020	UNSECURED PROPERTY TAX	124,558	117,772	-	-	-	-
7030	SUPPLEMENTAL SECURED PROPERTY TAX	48,619	31,491	-	-	-	-
7040	SUPPLEMENTAL UNSECURED PROPERTY TAX	3,793	1,589	-	-	-	-
7050	UTILITY UNITARY TAX	(33,899)	(4,786)	-	-	-	-
7060	HOMEOWNERS EXEMPTION	68,889	69,587	-	-	-	-
7070	INTEREST, PENALTIES & DELINQUENT	49,019	44,183	-	-	-	-
7090	PROPERTY TAX-VEHICLE LICENSE FEE	3,726,380	3,723,906	3,815,000	3,730,000	3,755,000	3,780,000
7095	PROPERTY TAX-SALES TAX	560,993	489,612	580,000	515,000	525,000	535,000
7100	SALES & USE TAX	1,437,845	1,612,077	1,560,000	1,615,000	1,633,045	1,668,630
7110	EXTRACTION TAX	118,750	164,106	85,000	165,000	165,000	175,000
7300	TRANSIENT OCCUPANCY TAX	178,729	204,296	168,000	205,000	205,000	210,000
7400	FRANCHISE FEES-GAS	152,260	151,118	132,000	132,000	152,000	155,000
7401	FRANCHISE FEES-ELECTRIC	280,486	276,245	280,000	280,000	280,000	290,000
7402	FRANCHISE FEES-CABLE	384,286	423,262	370,000	390,000	420,000	425,000
7403	FRANCHISE FEES-REFUSE	549,154	557,198	570,000	555,000	555,000	560,000
7404	FRANCHISE FEES-KIOSK SIGNS	3,670	4,945	5,000	5,000	4,000	4,000
7413	FRANCHISE FEES-REFUSE HOUSEHOLD HAZ. WASTE	70,644	69,650	72,000	72,000	70,000	72,500
7450	BUSINESS LICENSE FEE	156,522	153,460	145,000	145,000	150,000	152,000
7451	MASSAGE PARLOR LICENSE FEE	1,245	1,015	-	-	-	-
7460	PROPERTY TRANSFER TAX	90,000	89,094	90,000	90,000	90,000	90,000
	<b>TOTAL TAXES</b>	<b>10,720,546</b>	<b>11,276,719</b>	<b>10,945,945</b>	<b>10,902,790</b>	<b>11,364,045</b>	<b>11,637,130</b>
<b>LICENSES &amp; PERMITS:</b>							
7510	ANIMAL LICENSE FEE	68,688	76,479	60,000	55,000	50,000	50,000
7600	BUILDING PERMITS-INSPECTION FEES	365,383	360,360	435,000	425,000	425,000	435,000
7610	BUILDING PERMITS-PLAN CHECK FEES	65,040	71,817	65,000	75,000	75,000	80,000
7620	BUILDING PERMITS-SMIP	1,645	1,292	3,000	3,000	2,500	3,000
7630	BUILDING PERMITS-BSAR FUND	1,231	1,270	2,000	2,000	1,250	1,500
7700	YARD SALE PERMITS	8,620	9,702	7,500	7,500	7,500	7,500
7800	MISCELLANEOUS PERMITS	-	-	-	-	-	-
	<b>TOTAL LICENSES &amp; PERMITS</b>	<b>510,606</b>	<b>520,920</b>	<b>572,500</b>	<b>567,500</b>	<b>561,250</b>	<b>577,000</b>
<b>FINES &amp; FORFEITURES:</b>							
8150	PARKING CITATIONS	34,933	19,101	30,000	17,500	15,000	17,500
8160	ADMINISTRATIVE HEARING FEE	-	-	-	-	-	-
8200	GENERAL FINES	25,804	3,210	20,000	20,000	20,000	22,500
8201	CODE ENFORCEMENT FINES	49,440	43,034	45,000	22,500	22,000	23,000
8202	ADMINISTRATIVE CITATION PROGRAM	23,975	20,315	25,000	25,000	25,000	25,000
8252	BOOKING FEE REIMBURSEMENT	649	738	-	-	-	-
	<b>TOTAL FINES &amp; FORFEITURES</b>	<b>134,802</b>	<b>86,398</b>	<b>120,000</b>	<b>85,000</b>	<b>82,000</b>	<b>88,000</b>
<b>MISCELLANEOUS REVENUE:</b>							
8600	INTEREST	28,166	18,855	45,000	14,000	14,000	15,000
8605	REFUSE PENALTIES & INTEREST	12,855	11,448	10,000	10,000	10,000	10,000
8700	BUILDING RENTAL	18,000	23,000	18,000	25,000	-	-
8710	LAND RENTAL	-	-	-	-	72,000	73,500
8820	GAIN ON INVESTMENTS	2,668,552	-	-	-	-	-
8900	MISCELLANEOUS	3,421	43,674	900	5,000	5,000	5,000
8910	VOLUNTEER DONATIONS	8,605	6,870	8,500	8,500	8,500	8,500
	<b>TOTAL MISCELLANEOUS REVENUE</b>	<b>2,739,598</b>	<b>103,846</b>	<b>82,400</b>	<b>62,500</b>	<b>109,500</b>	<b>112,000</b>
<b>INTERGOVERNMENTAL REVENUE:</b>							
9010	MOTOR VEHICLE IN-LIEU TAX	240,945	26,440	-	-	-	-

# General Fund

Acct #	General Fund-001	2010-2011 Actual (Audited)	2011-2012 Actual (Audited)	2012-2013 Adjusted Budget	2012-2013 Year End Estimate	2013-2014 Adopted Budget	2014-2015 Adopted Budget
9050	BOOKING FEE REIMBURSEMENT	-	-	-	-	-	-
9210	STATE-OTHER	-	28,613	27,240	14,500	78,560	14,500
9220	STATE-PARK GRANTS	-	-	-	-	-	-
9225	FEDERAL GRANTS	-	25,767	-	-	-	-
9325	ARTICLE 19 WDA	54,014	44,487	70,000	55,000	55,000	55,000
9327	HEALTHY CITY GRANT	-	25,000	-	-	-	-
9335	SB 90 STATE MANDATE REIMBURSEMENTS	-	12	10,000	-	20,000	20,000
9380	SAN BERNARDINO UNIFIED SCHOOL DISTRICT	5,000	10,000	5,000	5,000	5,000	5,000
9385	SUCCESSOR AGENCY REIMBURSEMENT	-	-	250,000	250,000	250,000	250,000
	<b>TOTAL INTERGOVERNMENTAL REVENUE</b>	<b>299,959</b>	<b>160,319</b>	<b>362,240</b>	<b>324,500</b>	<b>408,560</b>	<b>344,500</b>
	<b>CURRENT SERVICE CHARGES:</b>						
9510	PLANNING FEES-ZONING/GENERAL PLAN AMENDMENT	23,875	13,600	-	-	-	-
9511	PLANNING FEES-TENTATIVE PARCEL MAP	-	-	-	-	-	-
9512	PLANNING FEES-MINOR/MAJOR VARIANCE	-	-	-	-	-	-
9513	PLANNING FEES-DESIGN REVIEW	-	28,105	-	-	-	-
9514	PLANNING FEES-CONDITIONAL USE PERMIT	56,555	71,765	-	-	-	-
9515	PLANNING FEES-TENTATIVE TRACT MAP	-	-	-	-	-	-
9516	PLANNING FEES-LOT LINE ADJUSTMENT	5,285	1,780	-	-	-	-
9517	PLANNING FEES-OTHER	72,122	280,814	260,000	175,000	430,000	400,000
9518	PLANNING FEES-APPEALS/HEARINGS	70	200	-	-	-	-
9519	PLANNING FEES-TEMPORARY OCCUPANCY PERMIT	3,250	1,790	-	-	-	-
9520	ENGINEERING FEES-PLAN CHECKS	60,142	53,626	-	-	-	-
9521	ENGINEERING FEES-INSPECTIONS	88,959	66,823	420,000	185,000	210,000	250,000
9522	ENGINEERING FEES-STREET OPENING PERMITS	-	-	-	-	-	-
9523	ENGINEERING FEES-OTHER	1,494	1,380	-	-	-	-
9524	NPDES INSPECTIONS	-	3,330	-	-	-	-
9525	PARK FEES	-	16,155	15,000	17,500	15,000	17,500
9526	POLICE DEPARTMENT FEES	160,065	164,594	160,000	162,500	165,000	167,500
9528	CITATION SIGN OFF FEES	-	-	-	-	-	-
9529	REPOSSESSION RELEASE FEES	510	525	-	-	-	-
9531	WITNESS FEES	15	31	-	-	-	-
9532	SELF HAULER FEES	2,810	2,420	1,500	1,500	2,000	2,000
9534	DELINQUENT REFUSE ADMIN	84,390	73,920	75,000	75,000	75,000	75,000
9536	LIVESCAN SERVICE FEES	2,080	1,248	1,500	1,500	1,500	1,500
9537	GRAFFITI REMOVAL FEE	-	-	-	-	-	-
9538	FORECLOSURE REGISTRATION FEES	19,805	12,090	13,000	7,500	7,500	7,500
9540	RECORDATION OF DOCUMENT FEES	7,151	8,350	8,500	5,000	8,000	8,000
9545	FALSE ALARM FEES	350	-	-	-	-	-
9546	LOUD PARTY RESPONSE FEES	-	-	-	-	-	-
9550	CANDIDATES STATEMENT DEPOSIT	3,110	-	-	-	-	-
9620	SALE OF MAPS	-	2	-	-	-	-
9630	SALE OF MISCELLANEOUS COPIES	5,786	7,384	2,000	5,000	5,000	5,000
9631	POLICE STATION REPORTS	295	362	-	-	-	-
9632	VEHICLE STORAGE FEES	48,240	39,060	45,000	45,000	45,000	45,000
9633	NOTARY FEES	300	340	-	-	-	-
9635	RETURNED CHECK CHARGE FEES	640	540	-	-	-	-
9840	PROCEEDS FROM NOTES PAYABLE	-	-	-	-	-	-
9904	OPERATING TRANSFER IN-GAS TAX	3,097,991	1,508,004	2,003,760	2,351,540	-	-
9928	OPERATING TRANSFER IN-PARAMEDIC DEPARTMENT	36,805	10,000	10,000	10,000	10,000	10,000
9929	OPERATING TRANSFER IN-FIRE DEPARTMENT	47,630	10,000	10,000	10,000	10,000	10,000
9989	OPERATING TRANSFER IN-SARDA DEBT SERVICE	-	-	-	1,953,040	-	-
	<b>TOTAL CURRENT SERVICE CHARGES</b>	<b>3,829,726</b>	<b>2,378,236</b>	<b>3,025,260</b>	<b>5,005,080</b>	<b>984,000</b>	<b>999,000</b>
	<b>TOTAL GENERAL FUND</b>	<b>18,235,237</b>	<b>14,526,439</b>	<b>15,108,345</b>	<b>16,947,370</b>	<b>13,509,355</b>	<b>13,757,630</b>

## Traffic Safety

Acct #	Traffic Safety-002	2010-2011 Actual (Audited)	2011-2012 Actual (Audited)	2012-2013 Adjusted Budget	2012-2013 Year End Estimate	2013-2014 Adopted Budget	2014-2015 Adopted Budget
<b>FINES &amp; FORFEITURES:</b>							
8100	VEHICLE CODE FINES-CVC	243,138	198,560	310,000	200,000	200,000	200,000
	TOTAL FINES & FORFEITURES	243,138	198,560	310,000	200,000	200,000	200,000
<b>MISCELLANEOUS REVENUE:</b>							
8600	INTEREST	1,456	987	1,500	900	1,500	1,500
	TOTAL MISCELLANEOUS REVENUE	1,456	987	1,500	900	1,500	1,500
<b>TOTAL TRAFFIC SAFETY</b>		<b>244,594</b>	<b>199,547</b>	<b>311,500</b>	<b>200,900</b>	<b>201,500</b>	<b>201,500</b>

## Gas Tax

Acct #:	Gas Tax-004	2010-2011 Actual (Audited)	2011-2012 Actual (Audited)	2012-2013 Adjusted Budget	2012-2013 Year End Estimate	2013-2014 Adopted Budget	2014-2015 Adopted Budget
<b>MISCELLANEOUS REVENUE:</b>							
8600	INTEREST	12,802	7,338	1,000	14,500	5,000	5,000
8900	MISCELLANEOUS	2,202	500	-	-	-	-
	<b>TOTAL MISCELLANEOUS REVENUE</b>	<b>15,004</b>	<b>7,838</b>	<b>1,000</b>	<b>14,500</b>	<b>5,000</b>	<b>5,000</b>
<b>INTERGOVERNMENTAL REVENUE:</b>							
9100	GAS TAX-2106	171,240	169,093	182,000	170,000	170,000	175,000
9110	GAS TAX-2107	361,352	349,114	382,000	350,000	370,000	375,000
9120	GAS TAX-2107.5	7,500	7,500	7,500	7,500	7,500	7,500
9140	GAS TAX-2105	270,541	243,262	287,000	250,000	250,000	255,000
9145	GAS TAX-2103	499,886	719,023	600,000	600,000	755,000	760,000
9225	FEDERAL GRANT	-	-	-	-	-	-
9319	EVWD PROJECT REIMBURSEMENT	-	-	-	-	-	-
9320	PROP 42	-	-	-	-	-	-
9323	PROP 1B	775,815	-	-	-	-	-
	<b>TOTAL INTERGOVERNMENTAL REVENUE</b>	<b>2,086,333</b>	<b>1,487,992</b>	<b>1,458,500</b>	<b>1,377,500</b>	<b>1,552,500</b>	<b>1,572,500</b>
<b>CURRENT SERVICE CHARGES:</b>							
9918	OPERATING TRANSFER IN-FEMA	-	-	-	-	-	-
9923	OPERATING TRANSFER IN-GEN. CAPITAL FINANCING	217,535	-	-	-	-	-
	<b>TOTAL CURRENT SERVICE CHARGES</b>	<b>217,535</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>TOTAL GAS TAX</b>		<b>2,318,873</b>	<b>1,495,830</b>	<b>1,459,500</b>	<b>1,392,000</b>	<b>1,557,500</b>	<b>1,577,500</b>

## Article 3

Acct #	Article 3-005	2010-2011 Actual (Audited)	2011-2012 Actual (Audited)	2012-2013 Adjusted Budget	2012-2013 Year End Estimate	2013-2014 Adopted Budget	2014-2015 Adopted Budget
TAXES:							
7205	TRANSPORTATION TAX-ARTICLE 3	97,589	-	-	-	411,000	-
	TOTAL TAXES	97,589	-	-	-	411,000	-
	TOTAL ARTICLE 3	97,589	-	-	-	411,000	-

## Community Development Block Grant

Acct #	Community Development Block Grant-006	2010-2011 Actual (Audited)	2011-2012 Actual (Audited)	2012-2013 Adjusted Budget	2012-2013 Year End Estimate	2013-2014 Adopted Budget	2014-2015 Adopted Budget
INTERGOVERNMENTAL REVENUE:							
9300	COMMUNITY DEVELOPMENT BLOCK GRANT	155,879	718,997	511,465	465,465	335,595	733,280
	<b>TOTAL INTERGOVERNMENTAL REVENUE</b>	<b>155,879</b>	<b>718,997</b>	<b>511,465</b>	<b>465,465</b>	<b>335,595</b>	<b>733,280</b>
	<b>TOTAL CDBG</b>	<b>155,879</b>	<b>718,997</b>	<b>511,465</b>	<b>465,465</b>	<b>335,595</b>	<b>733,280</b>

## Development Impact Fees

Acct #:	Development Impact Fees-007	2010-2011 Actual (Audited)	2011-2012 Actual (Audited)	2012-2013 Adjusted Budget	2012-2013 Year End Estimate	2013-2014 Adopted Budget	2014-2015 Adopted Budget
<b>MISCELLANEOUS REVENUE:</b>							
8600	INTEREST	29,303	20,449	30,000	18,500	20,000	20,000
8900	MISCELLANEOUS REVENUE	-	-	-	-	-	-
	<b>TOTAL MISCELLANEOUS REVENUE</b>	<b>29,303</b>	<b>20,449</b>	<b>30,000</b>	<b>18,500</b>	<b>20,000</b>	<b>20,000</b>
<b>INTERGOVERNMENTAL REVENUE:</b>							
9132	SANBAG	15,301	-	-	-	-	-
9210	STATE-OTHER	-	-	-	-	-	-
9225	FEDERAL GRANT	-	-	-	-	-	-
9321	S.B. CO. FLOOD CONTROL PROJECT REIMBURSEMENT	-	-	-	-	-	-
	<b>TOTAL INTERGOVERNMENTAL REVENUE</b>	<b>15,301</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>CURRENT SERVICE CHARGES:</b>							
9700	DEV IMPACT FEES-POLICE FACILITIES	368	3,228	-	-	-	-
9701	DEV IMPACT FEES-FIRE FACILITIES	594	8,867	-	-	-	-
9702	DEV IMPACT FEES-GENERAL FACILITIES	720	12,250	-	-	-	-
9703	DEV IMPACT FEES-PARKS & RECREATION FACILITIES	342	29,580	-	-	-	-
9704	DEV IMPACT FEES-STORM DRAIN FACILITIES	-	-	-	-	-	-
9706	DEV IMPACT FEES-TRAFFIC CONTROL FACILITIES	-	-	-	-	-	-
9710	DEV IMPACT FEES-UNALLOCATED FACILITIES	-	-	100,000	900,000	100,000	100,000
9711	DEV IMPACT FEES-LIBRARY FACILITIES	84	7,252	-	-	-	-
9712	DEV IMPACT FEES-LOCAL CIRCULATION	7,568	67,511	-	-	-	-
9713	DEV IMPACT FEES-REGIONAL FLOOD	472	8,541	-	-	-	-
9714	DEV IMPACT FEES-PUBLIC USE	105	9,012	-	-	-	-
9715	DEV IMPACT FEES-REGIONAL CIRC DEL ROSA	1,251	10,848	-	-	-	-
9716	DEV IMPACT FEES-REGIONAL CIRC BASE LINE	2,857	24,769	-	-	-	-
9717	DEV IMPACT FEES-REGIONAL CIRC FIFTH STREET	2,808	24,344	-	-	-	-
9718	DEV IMPACT FEES-REGIONAL ARTERIALS	27,840	241,348	-	-	-	-
9927	OPERATING TRANSFER IN-GRANTS FUND	-	-	-	-	-	-
	<b>TOTAL CURRENT SERVICE CHARGES</b>	<b>45,009</b>	<b>447,550</b>	<b>100,000</b>	<b>900,000</b>	<b>100,000</b>	<b>100,000</b>
<b>TOTAL DEVELOPMENT IMPACT FEES</b>		<b>89,613</b>	<b>467,999</b>	<b>130,000</b>	<b>918,500</b>	<b>120,000</b>	<b>120,000</b>

## Developer Fees

Acct #	Developer Fees-008	2010-2011 Actual (Audited)	2011-2012 Actual (Audited)	2012-2013 Adjusted Budget	2012-2013 Year End Estimate	2013-2014 Adopted Budget	2014-2015 Adopted Budget
<b>MISCELLANEOUS REVENUE:</b>							
8600	INTEREST	13,018	9,660	12,000	9,000	9,000	9,000
8900	MISCELLANEOUS REVENUE	-	-	-	-	-	-
	<b>TOTAL MISCELLANEOUS REVENUE</b>	<b>13,018</b>	<b>9,660</b>	<b>12,000</b>	<b>9,000</b>	<b>9,000</b>	<b>9,000</b>
<b>CURRENT SERVICE CHARGES:</b>							
9543	MICROFILM FEES	11,047	8,236	10,000	10,000	10,000	10,000
9640	DEVELOPER FEES-BASE LINE	-	-	-	-	-	-
9647	DEVELOPER FEES-STREETS/TREES	86,890	15,901	-	11,000	-	-
9648	DEVELOPER FEES-SIGNALS	-	38,924	-	-	-	-
9650	DEVELOPER FEES-BLED SOE CREEK	-	-	-	-	-	-
9651	DEVELOPER FEES-MEDIAN	-	-	-	20,000	-	-
9653	DEVELOPER FEES-UNDERGROUND UTILITIES	20,000	15,000	-	-	-	-
9720	INCLUSIONARY HOUSING	-	41,250	-	15,000	-	-
	<b>TOTAL CURRENT SERVICE CHARGES</b>	<b>117,937</b>	<b>119,311</b>	<b>10,000</b>	<b>56,000</b>	<b>10,000</b>	<b>10,000</b>
	<b>TOTAL DEVELOPER FEES</b>	<b>130,955</b>	<b>128,971</b>	<b>22,000</b>	<b>65,000</b>	<b>19,000</b>	<b>19,000</b>

## Capital Improvements

Acct #:	Capital Improvements-010	2010-2011 Actual (Audited)	2011-2012 Actual (Audited)	2012-2013 Adjusted Budget	2012-2013 Year End Estimate	2013-2014 Adopted Budget	2014-2015 Adopted Budget
	<b>MISCELLANEOUS REVENUE:</b>						
8600	INTEREST	-	-	-	-	-	-
8900	MISCELLANEOUS	-	-	-	-	-	-
	<b>TOTAL MISCELLANEOUS REVENUE</b>	-	-	-	-	-	-
	<b>INTERGOVERNMENTAL REVENUE:</b>						
9220	STATE-PARK GRANTS	-	-	-	-	-	-
9230	HUD SPECIAL PURPOSE/PROJECTS	-	-	-	-	-	-
	<b>TOTAL INTERGOVERNMENTAL REVENUE</b>	-	-	-	-	-	-
	<b>CURRENT SERVICE CHARGES:</b>						
9901	OPERATING TRANSFER IN-GENERAL FUND	-	-	-	-	-	-
	<b>TOTAL CURRENT SERVICE CHARGES</b>	-	-	-	-	-	-
	<b>TOTAL CAPITAL IMPROVEMENTS</b>	-	-	-	-	-	-

## Office of Traffic Safety

Acct #:	Office of Traffic Safety-011	2010-2011 Actual (Audited)	2011-2012 Actual (Audited)	2012-2013 Adjusted Budget	2012-2013 Year End Estimate	2013-2014 Adopted Budget	2014-2015 Adopted Budget
	INTERGOVERNMENTAL REVENUE:						
9210	STATE-OTHER	10,000	-	-	-	-	-
9345	OFFICE OF TRAFFIC SAFETY GRANT	16,543	4,355	-	-	-	-
	TOTAL INTERGOVERNMENTAL REVENUE	26,543	4,355	-	-	-	-
	<b>TOTAL OFFICE OF TRAFFIC SAFETY</b>	<b>26,543</b>	<b>4,355</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>

## Landscape Maintenance District

Acct #	Landscape Maintenance District-012	2010-2011 Actual (Audited)	2011-2012 Actual (Audited)	2012-2013 Adjusted Budget	2012-2013 Year End Estimate	2013-2014 Adopted Budget	2014-2015 Adopted Budget
<b>TAXES:</b>							
7010	SECURED PROPERTY TAX	189,007	191,264	170,000	195,000	180,000	185,000
	<b>TOTAL TAXES</b>	<b>189,007</b>	<b>191,264</b>	<b>170,000</b>	<b>195,000</b>	<b>180,000</b>	<b>185,000</b>
<b>MISCELLANEOUS REVENUE:</b>							
8600	INTEREST	1,724	1,160	1,500	1,000	1,000	1,000
8900	MISCELLANEOUS	14,188	-	-	-	-	-
	<b>TOTAL MISCELLANEOUS REVENUE</b>	<b>15,912</b>	<b>1,160</b>	<b>1,500</b>	<b>1,000</b>	<b>1,000</b>	<b>1,000</b>
<b>CURRENT SERVICE CHARGES:</b>							
9901	OPERATING TRANSFER IN-GENERAL FUND	-	-	20,000	-	-	-
	<b>TOTAL CURRENT SERVICE CHARGES</b>	<b>-</b>	<b>-</b>	<b>20,000</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>TOTAL LANDSCAPE MAINTENANCE DISTRICT</b>		<b>204,919</b>	<b>192,424</b>	<b>191,500</b>	<b>196,000</b>	<b>181,000</b>	<b>186,000</b>

## Street Light District

Acct #	Street Light District-013	2010-2011 Actual (Audited)	2011-2012 Actual (Audited)	2012-2013 Adjusted Budget	2012-2013 Year End Estimate	2013-2014 Adopted Budget	2014-2015 Adopted Budget
TAXES:							
7010	SECURED PROPERTY TAX	336,132	332,163	390,000	332,500	332,250	333,000
	TOTAL TAXES	336,132	332,163	390,000	332,500	332,250	333,000
MISCELLANEOUS REVENUE:							
8600	INTEREST	-	-	-	-	-	-
	TOTAL MISCELLANEOUS REVENUE	-	-	-	-	-	-
<b>TOTAL STREET LIGHT DISTRICT</b>		<b>336,132</b>	<b>332,163</b>	<b>390,000</b>	<b>332,500</b>	<b>332,250</b>	<b>333,000</b>

## Community Facilities Districts

Acct #	Community Facilities Districts-014	2010-2011 Actual (Audited)	2011-2012 Actual (Audited)	2012-2013 Adjusted Budget	2012-2013 Year End Estimate	2013-2014 Adopted Budget	2014-2015 Adopted Budget
<b>MISCELLANEOUS REVENUE:</b>							
8900	MISCELLANEOUS	3,255	6,665	5,600	10,600	10,600	10,600
	<b>TOTAL MISCELLANEOUS REVENUE</b>	<b>3,255</b>	<b>6,665</b>	<b>5,600</b>	<b>10,600</b>	<b>10,600</b>	<b>10,600</b>
	<b>TOTAL COMMUNITY FACILITIES DISTRICTS</b>	<b>3,255</b>	<b>6,665</b>	<b>5,600</b>	<b>10,600</b>	<b>10,600</b>	<b>10,600</b>

## Community Trails District

Acct #	Community Trails District-015	2010-2011 Actual (Audited)	2011-2012 Actual (Audited)	2012-2013 Adjusted Budget	2012-2013 Year End Estimate	2013-2014 Adopted Budget	2014-2015 Adopted Budget
<b>TAXES:</b>							
7010	SECURED PROPERTY TAX	7,110	7,559	8,500	7,600	7,500	7,500
	TOTAL TAXES	7,110	7,559	8,500	7,600	7,500	7,500
<b>MISCELLANEOUS REVENUE:</b>							
8600	INTEREST	42	35	-	50	-	-
	TOTAL MISCELLANEOUS REVENUE	42	35	-	50	-	-
<b>TOTAL COMMUNITY TRAILS DISTRICT</b>		<b>7,152</b>	<b>7,594</b>	<b>8,500</b>	<b>7,650</b>	<b>7,500</b>	<b>7,500</b>

## Parks Maintenance District

Acct #	Parks Maintenance District-016	2010-2011 Actual (Audited)	2011-2012 Actual (Audited)	2012-2013 Adjusted Budget	2012-2013 Year End Estimate	2013-2014 Adopted Budget	2014-2015 Adopted Budget
<b>TAXES:</b>							
7010	SECURED PROPERTY TAX	60,435	59,591	60,500	60,500	60,500	60,500
	<b>TOTAL TAXES</b>	<b>60,435</b>	<b>59,591</b>	<b>60,500</b>	<b>60,500</b>	<b>60,500</b>	<b>60,500</b>
<b>MISCELLANEOUS REVENUE:</b>							
8600	INTEREST	-	-	-	-	-	-
8900	MISCELLANEOUS	20,400	-	-	-	-	-
	<b>TOTAL MISCELLANEOUS REVENUE</b>	<b>20,400</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>CURRENT SERVICE CHARGES:</b>							
9901	OPERATING TRANSFER IN-GENERAL FUND	35,893	33,052	37,790	37,790	39,810	38,890
	<b>TOTAL CURRENT SERVICE CHARGES</b>	<b>35,893</b>	<b>33,052</b>	<b>37,790</b>	<b>37,790</b>	<b>39,810</b>	<b>38,890</b>
<b>TOTAL PARKS MAINTENANCE DISTRICT</b>		<b>116,728</b>	<b>92,643</b>	<b>98,290</b>	<b>98,290</b>	<b>100,310</b>	<b>99,390</b>

## Measure I

Acct #	Measure I-017	2010-2011 Actual (Audited)	2011-2012 Actual (Audited)	2012-2013 Adjusted Budget	2012-2013 Year End Estimate	2013-2014 Adopted Budget	2014-2015 Adopted Budget
<b>MISCELLANEOUS REVENUE:</b>							
8600	INTEREST	28,613	22,021	15,000	20,000	15,000	12,500
	<b>TOTAL MISCELLANEOUS REVENUE</b>	<b>28,613</b>	<b>22,021</b>	<b>15,000</b>	<b>20,000</b>	<b>15,000</b>	<b>12,500</b>
<b>INTERGOVERNMENTAL REVENUE:</b>							
9130	MEASURE I 1990-2010	-	-	-	-	-	-
9131	MEASURE I 2010-2040	678,985	741,911	575,000	725,000	675,000	685,000
9135	SANBAG	-	-	1,140,000	-	-	-
	<b>TOTAL INTERGOVERNMENTAL REVENUE</b>	<b>678,985</b>	<b>741,911</b>	<b>1,715,000</b>	<b>725,000</b>	<b>675,000</b>	<b>685,000</b>
<b>TOTAL MEASURE I</b>		<b>707,598</b>	<b>763,932</b>	<b>1,730,000</b>	<b>745,000</b>	<b>690,000</b>	<b>697,500</b>

## Federal Emergency Management Agency

Acct #	Federal Emergency Management Agency-018	2010-2011 Actual (Audited)	2011-2012 Actual (Audited)	2012-2013 Adjusted Budget	2012-2013 Year End Estimate	2013-2014 Adopted Budget	2014-2015 Adopted Budget
<b>INTERGOVERNMENTAL REVENUE:</b>							
9400	FEMA	655,536	126,919	-	32,375	-	-
	<b>TOTAL INTERGOVERNMENTAL REVENUE</b>	<b>655,536</b>	<b>126,919</b>	<b>-</b>	<b>32,375</b>	<b>-</b>	<b>-</b>
<b>CURRENT SERVICE CHARGES:</b>							
9929	OPERATING TRANSFER IN-FIRE DEPARTMENT	-	452,206	-	-	-	-
	<b>TOTAL CURRENT SERVICE CHARGES</b>	<b>-</b>	<b>452,206</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
	<b>TOTAL FEMA</b>	<b>655,536</b>	<b>579,124</b>	<b>-</b>	<b>32,375</b>	<b>-</b>	<b>-</b>

## Air Quality Management District (AQMD)

Acct #:	Air Quality Management District-020	2010-2011 Actual (Audited)	2011-2012 Actual (Audited)	2012-2013 Adjusted Budget	2012-2013 Year End Estimate	2013-2014 Adopted Budget	2014-2015 Adopted Budget
<b>MISCELLANEOUS REVENUE:</b>							
8600	INTEREST	1,119	904	1,200	800	1,000	1,000
	<b>TOTAL MISCELLANEOUS REVENUE</b>	<b>1,119</b>	<b>904</b>	<b>1,200</b>	<b>800</b>	<b>1,000</b>	<b>1,000</b>
<b>INTERGOVERNMENTAL REVENUE:</b>							
9317	AQMD AB 2766	57,635	26,481	60,000	58,000	58,000	58,000
	<b>TOTAL INTERGOVERNMENTAL REVENUE</b>	<b>57,635</b>	<b>26,481</b>	<b>60,000</b>	<b>58,000</b>	<b>58,000</b>	<b>58,000</b>
<b>TOTAL AQMD</b>		<b>58,754</b>	<b>27,385</b>	<b>61,200</b>	<b>58,800</b>	<b>59,000</b>	<b>59,000</b>

## Citizen's Option for Public Safety (COPS)

Acct #	Citizen's Option for Public Safety-021	2010-2011 Actual (Audited)	2011-2012 Actual (Audited)	2012-2013 Adjusted Budget	2012-2013 Year End Estimate	2013-2014 Adopted Budget	2014-2015 Adopted Budget
	INTERGOVERNMENTAL REVENUE:						
9350	COPS GRANT	100,095	100,067	100,000	100,500	100,500	100,500
	TOTAL INTERGOVERNMENTAL REVENUE	100,095	100,067	100,000	100,500	100,500	100,500
	<b>TOTAL COPS</b>	<b>100,095</b>	<b>100,067</b>	<b>100,000</b>	<b>100,500</b>	<b>100,500</b>	<b>100,500</b>

## General Capital Financing

Acct #	General Capital Financing-023	2010-2011 Actual (Audited)	2011-2012 Actual (Audited)	2012-2013 Adjusted Budget	2012-2013 Year End Estimate	2013-2014 Adopted Budget	2014-2015 Adopted Budget
<b>MISCELLANEOUS REVENUE:</b>							
8600	INTEREST	23,823	26,019	22,000	24,000	20,000	20,000
8820	GAIN ON INVESTMENTS	1,102,868	-	-	-	-	-
8900	MISCELLANEOUS	-	-	-	1,200	-	-
	<b>TOTAL MISCELLANEOUS REVENUE</b>	<b>1,126,691</b>	<b>26,019</b>	<b>22,000</b>	<b>25,200</b>	<b>20,000</b>	<b>20,000</b>
<b>INTERGOVERNMENTAL REVENUE:</b>							
9210	STATE-OTHER	-	-	-	-	-	-
9225	FEDERAL GRANT	-	-	-	-	-	-
9322	SAN BERNARDINO COUNTY	-	-	-	-	-	-
	<b>TOTAL INTERGOVERNMENTAL REVENUE</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>CURRENT SERVICE CHARGES:</b>							
9901	OPERATING TRANSFER IN-GENERAL FUND	1,975,000	450,000	-	-	-	-
9989	OPERATING TRANSFER IN-SARDA DEBT SERVICE	-	-	-	-	-	-
	<b>TOTAL CURRENT SERVICE CHARGES</b>	<b>1,975,000</b>	<b>450,000</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>TOTAL GENERAL CAPITAL FINANCING</b>		<b>3,101,691</b>	<b>476,019</b>	<b>22,000</b>	<b>25,200</b>	<b>20,000</b>	<b>20,000</b>

## Street & Storm Drain Maintenance District

Acct #	Street & Storm Drain Maintenance District-024	2010-2011 Actual (Audited)	2011-2012 Actual (Audited)	2012-2013 Adjusted Budget	2012-2013 Year End Estimate	2013-2014 Adopted Budget	2014-2015 Adopted Budget
<b>TAXES:</b>							
7010	SECURED PROPERTY TAX	25,818	26,422	26,500	26,500	27,000	27,500
	<b>TOTAL TAXES</b>	<b>25,818</b>	<b>26,422</b>	<b>26,500</b>	<b>26,500</b>	<b>27,000</b>	<b>27,500</b>
<b>MISCELLANEOUS REVENUE:</b>							
8600	INTEREST	673	538	700	500	500	500
8900	MISCELLANEOUS	6,744	-	-	-	-	-
	<b>TOTAL MISCELLANEOUS REVENUE</b>	<b>7,417</b>	<b>538</b>	<b>700</b>	<b>500</b>	<b>500</b>	<b>500</b>
<b>TOTAL STREET &amp; STORM DRAIN MAINTENANCE DIST.</b>		<b>33,235</b>	<b>26,960</b>	<b>27,200</b>	<b>27,000</b>	<b>27,500</b>	<b>28,000</b>

## Justice Assistance Grant

Acct #	Justice Assistance Grant-026	2010-2011 Actual (Audited)	2011-2012 Actual (Audited)	2012-2013 Adjusted Budget	2012-2013 Year End Estimate	2013-2014 Adopted Budget	2014-2015 Adopted Budget
<b>MISCELLANEOUS REVENUE:</b>							
8600	INTEREST	-	-	-	-	-	-
	<b>TOTAL MISCELLANEOUS REVENUE</b>	-	-	-	-	-	-
<b>INTERGOVERNMENTAL REVENUE:</b>							
9360	JUSTICE ASSISTANCE GRANT	27,283	23,591	-	30,000	18,000	18,000
	<b>TOTAL INTERGOVERNMENTAL REVENUE</b>	27,283	23,591	-	30,000	18,000	18,000
	<b>TOTAL JUSTICE ASSISTANCE GRANT</b>	27,283	23,591	-	30,000	18,000	18,000

## Grants Fund

Acct #	Grants Fund-027	2010-2011 Actual (Audited)	2011-2012 Actual (Audited)	2012-2013 Adjusted Budget	2012-2013 Year End Estimate	2013-2014 Adopted Budget	2014-2015 Adopted Budget
<b>MISCELLANEOUS REVENUE:</b>							
8600	INTEREST	-	4,750	-	-	-	-
	<b>TOTAL MISCELLANEOUS REVENUE</b>	-	4,750	-	-	-	-
<b>INTERGOVERNMENTAL REVENUE:</b>							
9135	SANBAG	-	-	-	-	803,000	843,000
9210	STATE-OTHER	301	301,570	219,000	2,691,865	4,378,000	899,000
9225	FEDERAL GRANTS	1,652,006	425,215	-	-	-	-
9313	HER HOA	-	-	130,000	-	-	-
9314	IVDA	287,381	372,827	1,033,000	-	630,000	162,000
9318	CITY OF SAN BERNARDINO	836,234	154,875	728,000	-	-	-
9319	EVWD PROJECT REIMBURSEMENT	-	-	-	-	55,000	-
9322	COUNTY OF SAN BERNARDINO	610,663	-	1,000,000	-	-	-
9355	INDIAN GAMING GRANT	-	-	-	-	-	-
9365	EPA GRANT	-	-	-	-	-	-
	<b>TOTAL INTERGOVERNMENTAL REVENUE</b>	3,386,586	1,254,487	3,110,000	2,691,865	5,666,000	1,904,000
<b>CURRENT SERVICE CHARGES:</b>							
9904	OPERATING TRANSFER IN-GAS TAX	-	12,245	-	-	-	-
9907	OPERATING TRANSFER IN-DEV. IMPACT FEES	-	21,652	-	-	-	-
	<b>TOTAL CURRENT SERVICE CHARGES</b>	-	33,897	-	-	-	-
<b>TOTAL GRANTS FUND</b>		3,386,586	1,293,134	3,110,000	2,691,865	5,666,000	1,904,000

## Paramedic Department

Acct #	Paramedic Department-028	2010-2011 Actual (Audited)	2011-2012 Actual (Audited)	2012-2013 Adjusted Budget	2012-2013 Year End Estimate	2013-2014 Adopted Budget	2014-2015 Adopted Budget
<b>TAXES:</b>							
7085	PROPERTY TAX-PARAMEDIC TAX	356,207	347,036	351,000	333,590	351,000	351,000
	<b>TOTAL TAXES</b>	<b>356,207</b>	<b>347,036</b>	<b>351,000</b>	<b>333,590</b>	<b>351,000</b>	<b>351,000</b>
<b>MISCELLANEOUS REVENUE:</b>							
8600	INTEREST	-	-	-	-	-	-
	<b>TOTAL MISCELLANEOUS REVENUE</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>INTERGOVERNMENTAL REVENUE:</b>							
9225	FEDERAL GRANTS	24,000	-	-	-	-	-
	<b>TOTAL INTERGOVERNMENTAL REVENUE</b>	<b>24,000</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>CURRENT SERVICE CHARGES:</b>							
9929	OPERATING TRANSFER IN-FIRE DEPARTMENT	531,380	549,383	1,016,410	763,110	1,077,230	1,109,845
	<b>TOTAL CURRENT SERVICE CHARGES</b>	<b>531,380</b>	<b>549,383</b>	<b>1,016,410</b>	<b>763,110</b>	<b>1,077,230</b>	<b>1,109,845</b>
<b>TOTAL PARAMEDIC DEPARTMENT</b>		<b>911,587</b>	<b>896,420</b>	<b>1,367,410</b>	<b>1,096,700</b>	<b>1,428,230</b>	<b>1,460,845</b>

## Fire Department

Acct #	Fire Department-029	2010-2011 Actual (Audited)	2011-2012 Actual (Audited)	2012-2013 Adjusted Budget	2012-2013 Year End Estimate	2013-2014 Adopted Budget	2014-2015 Adopted Budget
<b>TAXES:</b>							
7010	SECURED PROPERTY TAX	1,963,558	2,212,280	2,127,365	2,350,000	2,400,000	2,507,000
7020	UNSECURED PROPERTY TAX	88,982	84,135	-	-	-	-
7030	SUPPLEMENTAL SECURED PROPERTY TAX	34,732	22,497	-	-	-	-
7040	SUPPLEMENTAL UNSECURED PROPERTY TAX	(1,243)	1,135	-	-	-	-
7050	UTILITY UNITARY TAX	(21,546)	(3,419)	-	-	-	-
7070	INTEREST, PENALTIES & DELINQUENT	35,019	31,583	-	-	-	-
	<b>TOTAL TAXES</b>	<b>2,099,503</b>	<b>2,348,191</b>	<b>2,127,365</b>	<b>2,350,000</b>	<b>2,400,000</b>	<b>2,507,000</b>
<b>LICENSES &amp; PERMITS:</b>							
7600	BUILDING PERMITS-INSPECTION FEES	24,631	24,645	40,000	25,000	35,000	35,000
7610	BUILDING PERMITS-PLAN CHECK FEES	19,357	12,117	37,400	10,000	15,000	15,000
	<b>TOTAL LICENSES &amp; PERMITS</b>	<b>43,988</b>	<b>36,761</b>	<b>77,400</b>	<b>35,000</b>	<b>50,000</b>	<b>50,000</b>
<b>MISCELLANEOUS REVENUE:</b>							
8600	INTEREST	29,150	18,568	35,000	15,000	14,000	15,000
8900	MISCELLANEOUS	-	-	-	-	-	-
	<b>TOTAL MISCELLANEOUS REVENUE</b>	<b>29,150</b>	<b>18,568</b>	<b>35,000</b>	<b>15,000</b>	<b>14,000</b>	<b>15,000</b>
<b>INTERGOVERNMENTAL REVENUE:</b>							
9210	STATE-OTHER	-	-	-	-	-	-
9225	FEDERAL GRANTS	16,042	45,863	-	-	-	-
9410	PASS THRU-FIRE DEPARTMENT	169,393	89,236	190,000	90,000	90,000	95,000
	<b>TOTAL INTERGOVERNMENTAL REVENUE</b>	<b>185,435</b>	<b>135,099</b>	<b>190,000</b>	<b>90,000</b>	<b>90,000</b>	<b>95,000</b>
<b>CURRENT SERVICE CHARGES:</b>							
9527	FIRE DEPARTMENT FEES	491,439	463,051	473,000	430,000	434,700	443,400
	<b>TOTAL CURRENT SERVICE CHARGES</b>	<b>491,439</b>	<b>463,051</b>	<b>473,000</b>	<b>430,000</b>	<b>434,700</b>	<b>443,400</b>
	<b>TOTAL FIRE DEPARTMENT</b>	<b>2,849,515</b>	<b>3,001,670</b>	<b>2,902,765</b>	<b>2,920,000</b>	<b>2,988,700</b>	<b>3,110,400</b>

## Major Grants Fund

Acct #	Major Grants Fund-030	2010-2011 Actual (Audited)	2011-2012 Actual (Audited)	2012-2013 Adjusted Budget	2012-2013 Year End Estimate	2013-2014 Adopted Budget	2014-2015 Adopted Budget
INTERGOVERNMENTAL REVENUE:							
9225	FEDERAL GRANTS	-	1,773,280	16,228,000	10,160,000	12,835,000	444,000
	TOTAL INTERGOVERNMENTAL REVENUE	-	1,773,280	16,228,000	10,160,000	12,835,000	444,000
	<b>TOTAL MAJOR GRANTS FUND</b>	-	<b>1,773,280</b>	<b>16,228,000</b>	<b>10,160,000</b>	<b>12,835,000</b>	<b>444,000</b>

# Insurance

Acct #	Insurance-041	2010-2011 Actual (Audited)	2011-2012 Actual (Audited)	2012-2013 Adjusted Budget	2012-2013 Year End Estimate	2013-2014 Adopted Budget	2014-2015 Adopted Budget
<b>MISCELLANEOUS REVENUE:</b>							
8600	INTEREST	18,064	14,156	-	-	-	-
8900	MISCELLANEOUS	-	-	-	-	8,000	8,000
8915	CLAIMS PAYABLE DECREASE	-	-	-	-	-	-
	<b>TOTAL MISCELLANEOUS REVENUE</b>	<b>18,064</b>	<b>14,156</b>	<b>-</b>	<b>-</b>	<b>8,000</b>	<b>8,000</b>
<b>CURRENT SERVICE CHARGES:</b>							
9599	INSURANCE DEPARTMENT CHARGE	412,751	402,217	549,175	549,175	533,270	552,695
9901	OPERATING TRANSFER IN-GENERAL FUND	830,807	-	-	-	-	-
	<b>TOTAL CURRENT SERVICE CHARGES</b>	<b>1,243,558</b>	<b>402,217</b>	<b>549,175</b>	<b>549,175</b>	<b>533,270</b>	<b>552,695</b>
	<b>TOTAL INSURANCE</b>	<b>1,261,622</b>	<b>416,373</b>	<b>549,175</b>	<b>549,175</b>	<b>541,270</b>	<b>560,695</b>

## General Services

Acct #	General Services-042	2010-2011 Actual (Audited)	2011-2012 Actual (Audited)	2012-2013 Adjusted Budget	2012-2013 Year End Estimate	2013-2014 Adopted Budget	2014-2015 Adopted Budget
<b>MISCELLANEOUS REVENUE:</b>							
8600	INTEREST	8,250	6,476	-	5,000	-	-
	<b>TOTAL MISCELLANEOUS REVENUE</b>	<b>8,250</b>	<b>6,476</b>	<b>-</b>	<b>5,000</b>	<b>-</b>	<b>-</b>
<b>CURRENT SERVICE CHARGES:</b>							
9598	BUILDING SERVICES DEPARTMENT CHARGE	171,349	172,353	57,735	-	-	-
9901	OPERATING TRANSFER IN-GENERAL FUND	-	-	-	-	-	-
	<b>TOTAL CURRENT SERVICE CHARGES</b>	<b>171,349</b>	<b>172,353</b>	<b>57,735</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>TOTAL GENERAL SERVICES</b>		<b>179,599</b>	<b>178,829</b>	<b>57,735</b>	<b>5,000</b>	<b>-</b>	<b>-</b>

# Housing Authority

Acct #	Housing Authority-070	2010-2011 Actual (Audited)	2011-2012 Actual (Audited)	2012-2013 Adjusted Budget	2012-2013 Year End Estimate	2013-2014 Adopted Budget	2014-2015 Adopted Budget
<b>MISCELLANEOUS REVENUE:</b>							
8600	INTEREST	-	3,043	-	8,000	7,500	5,000
8650	PERCENTAGE RENTS	-	55,083	-	60,000	55,000	55,000
8900	MISCELLANEOUS	-	8,276	-	-	8,280	8,280
8905	PAYOFF DEMANDS	-	233	-	750	-	-
	<b>TOTAL MISCELLANEOUS REVENUE</b>	<b>-</b>	<b>66,635</b>	<b>-</b>	<b>68,750</b>	<b>70,780</b>	<b>68,280</b>
<b>TOTAL HOUSING AUTHORITY</b>		<b>-</b>	<b>66,635</b>	<b>-</b>	<b>68,750</b>	<b>70,780</b>	<b>68,280</b>

## Redevelopment Agency Capital Projects

Acct #	RDA Capital Projects-080	2010-2011 Actual (Audited)	2011-2012 Actual (Audited)	2012-2013 Adjusted Budget	2012-2013 Year End Estimate	2013-2014 Adopted Budget	2014-2015 Adopted Budget
<b>MISCELLANEOUS REVENUE:</b>							
8600	INTEREST	114,322	34,787	70,000	-	-	-
8900	MISCELLANEOUS	-	-	-	-	-	-
	<b>TOTAL MISCELLANEOUS REVENUE</b>	<b>114,322</b>	<b>34,787</b>	<b>70,000</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>CURRENT SERVICE CHARGES:</b>							
9850	PROCEEDS OF LONG TERM DEBT	-	-	-	-	-	-
9901	OPERATING TRANSFER IN-GENERAL FUND	-	1	-	-	-	-
9905	OPERATING TRANSFER IN-ARTICLE 3	-	-	-	-	-	-
9923	OPERATING TRANSFER IN-GEN. CAPITAL FINANCING	-	-	-	-	-	-
9983	OPERATING TRANSFER IN-RDA DEBT SERVICE	780,213	440,057	952,510	-	-	-
9986	OPERATING TRANSFER IN-RDA CAPITAL PROJECTS	-	-	-	-	-	-
	<b>TOTAL CURRENT SERVICE CHARGES</b>	<b>780,213</b>	<b>440,058</b>	<b>952,510</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>TOTAL RDA CAPITAL PROJECTS</b>		<b>894,535</b>	<b>474,845</b>	<b>1,022,510</b>	<b>-</b>	<b>-</b>	<b>-</b>

## Redevelopment Agency Low & Moderate Income Housing

Acct #	RDA Low & Moderate Income Housing-081	2010-2011 Actual (Audited)	2011-2012 Actual (Audited)	2012-2013 Adjusted Budget	2012-2013 Year End Estimate	2013-2014 Adopted Budget	2014-2015 Adopted Budget
<b>TAXES:</b>							
7010	SECURED PROPERTY TAX	1,623,679	-	1,625,000	-	-	-
7060	HOMEOWNERS EXEMPTION	17,943	-	-	-	-	-
	<b>TOTAL TAXES</b>	<b>1,641,622</b>	<b>-</b>	<b>1,625,000</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>MISCELLANEOUS REVENUE:</b>							
8600	INTEREST	44,097	18,616	40,000	-	-	-
8650	PERCENTAGE RENTS	205,380	113,026	90,000	-	-	-
8900	MISCELLANEOUS	4,599	-	-	-	-	-
8905	PAYOFF DEMANDS	820	457	-	-	-	-
	<b>TOTAL MISCELLANEOUS REVENUE</b>	<b>254,895</b>	<b>132,099</b>	<b>130,000</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>CURRENT SERVICE CHARGES:</b>							
9970	OPERATING TRANSFER IN-HOUSING AUTHORITY	-	45,000	-	-	-	-
	<b>TOTAL CURRENT SERVICE CHARGES</b>	<b>-</b>	<b>45,000</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>TOTAL RDA LOW &amp; MODERATE INCOME HOUSING</b>		<b>1,896,517</b>	<b>177,099</b>	<b>1,755,000</b>	<b>-</b>	<b>-</b>	<b>-</b>

## Successor Agency to the RDA RPTTF

Acct #	SARDA RPTTF-082	2010-2011 Actual (Audited)	2011-2012 Actual (Audited)	2012-2013 Adjusted Budget	2012-2013 Year End Estimate	2013-2014 Adopted Budget	2014-2015 Adopted Budget
<b>TAXES:</b>							
7010	SECURED PROPERTY TAX	-	236,027	-	2,755,569	4,220,595	4,220,610
	<b>TOTAL TAXES</b>	-	236,027	-	2,755,569	4,220,595	4,220,610
<b>MISCELLANEOUS REVENUE:</b>							
8600	INTEREST	-	-	-	-	-	-
	<b>TOTAL MISCELLANEOUS REVENUE</b>	-	-	-	-	-	-
	<b>TOTAL SARDA RPTTF</b>	-	236,027	-	2,755,569	4,220,595	4,220,610

## Redevelopment Agency Debt Service

Acct #	RDA Debt Service-083	2010-2011 Actual (Audited)	2011-2012 Actual (Audited)	2012-2013 Adjusted Budget	2012-2013 Year End Estimate	2013-2014 Adopted Budget	2014-2015 Adopted Budget
<b>TAXES:</b>							
7010	SECURED PROPERTY TAX	6,494,715	4,714,611	6,500,000	-	-	-
7060	HOMEOWNERS EXEMPTION	71,774	44,641	-	-	-	-
	<b>TOTAL TAXES</b>	<b>6,566,488</b>	<b>4,759,252</b>	<b>6,500,000</b>	-	-	-
<b>MISCELLANEOUS REVENUE:</b>							
8600	INTEREST	71,451	17,320	80,000	-	-	-
8730	SALE OF LAND	93,005	-	-	-	-	-
8900	MISCELLANEOUS	-	-	-	-	-	-
	<b>TOTAL MISCELLANEOUS REVENUE</b>	<b>164,456</b>	<b>17,320</b>	<b>80,000</b>	-	-	-
<b>CURRENT SERVICE CHARGES:</b>							
9850	PROCEEDS OF LONG TERM DEBT	-	-	-	-	-	-
	<b>TOTAL CURRENT SERVICE CHARGES</b>	-	-	-	-	-	-
<b>TOTAL RDA DEBT SERVICE</b>		<b>6,730,944</b>	<b>4,776,572</b>	<b>6,580,000</b>	-	-	-

## Redevelopment Agency Capital Projects

Acct #	RDA Capital Projects-086	2010-2011 Actual (Audited)	2011-2012 Actual (Audited)	2012-2013 Adjusted Budget	2012-2013 Year End Estimate	2013-2014 Adopted Budget	2014-2015 Adopted Budget
<b>CURRENT SERVICE CHARGES:</b>							
9983	OPERATING TRANSFER IN-RDA DEBT SERVICE	46,037	3,500	470,000	-	-	-
	<b>TOTAL CURRENT SERVICE CHARGES</b>	<b>46,037</b>	<b>3,500</b>	<b>470,000</b>	-	-	-
	<b>TOTAL RDA CAPITAL PROJECTS</b>	<b>46,037</b>	<b>3,500</b>	<b>470,000</b>	-	-	-

## Successor Agency to the RDA Bond Proceeds

Acct #	SARDA Bond Proceeds-087	2010-2011 Actual (Audited)	2011-2012 Actual (Audited)	2012-2013 Adjusted Budget	2012-2013 Year End Estimate	2013-2014 Adopted Budget	2014-2015 Adopted Budget
<b>MISCELLANEOUS REVENUE:</b>							
8600	INTEREST	-	35,592	-	75,000	50,000	35,000
8900	MISCELLANEOUS	-	-	-	-	-	-
	<b>TOTAL MISCELLANEOUS REVENUE</b>	-	<b>35,592</b>	-	<b>75,000</b>	<b>50,000</b>	<b>35,000</b>
<b>CURRENT SERVICE CHARGES:</b>							
9850	PROCEEDS OF LONG TERM DEBT	-	-	-	-	-	-
9904	OPERATING TRANSFER IN-GAS TAX	-	-	-	-	-	-
9905	OPERATING TRANSFER IN-ARTICLE 3	-	-	-	-	-	-
9923	OPERATING TRANSFER IN-GEN. CAPITAL FINANCING	-	-	-	-	-	-
9983	OPERATING TRANSFER IN-RDA DEBT SERVICE	-	-	-	-	-	-
9986	OPERATING TRANSFER IN-RDA CAPITAL PROJECTS	-	-	-	-	-	-
	<b>TOTAL CURRENT SERVICE CHARGES</b>	-	-	-	-	-	-
	<b>TOTAL SARDA BOND PROCEEDS</b>	-	<b>35,592</b>	-	<b>75,000</b>	<b>50,000</b>	<b>35,000</b>

## Successor Agency to the RDA Low & Moderate Income Housing

Acct #	SARDA Low & Moderate Income Housing-088	2010-2011 Actual (Audited)	2011-2012 Actual (Audited)	2012-2013 Adjusted Budget	2012-2013 Year End Estimate	2013-2014 Adopted Budget	2014-2015 Adopted Budget
<b>MISCELLANEOUS REVENUE:</b>							
8600	INTEREST	-	9,712	-	15,000	15,000	15,000
	<b>TOTAL MISCELLANEOUS REVENUE</b>	-	<b>9,712</b>	-	<b>15,000</b>	<b>15,000</b>	<b>15,000</b>
<b>CURRENT SERVICE CHARGES:</b>							
9850	PROCEEDS OF LONG TERM DEBT	-	-	-	-	-	-
	<b>TOTAL CURRENT SERVICE CHARGES</b>	-	-	-	-	-	-
	<b>TOTAL SARDA LOW &amp; MODERATE INCOME HOUSING</b>	-	<b>9,712</b>	-	<b>15,000</b>	<b>15,000</b>	<b>15,000</b>

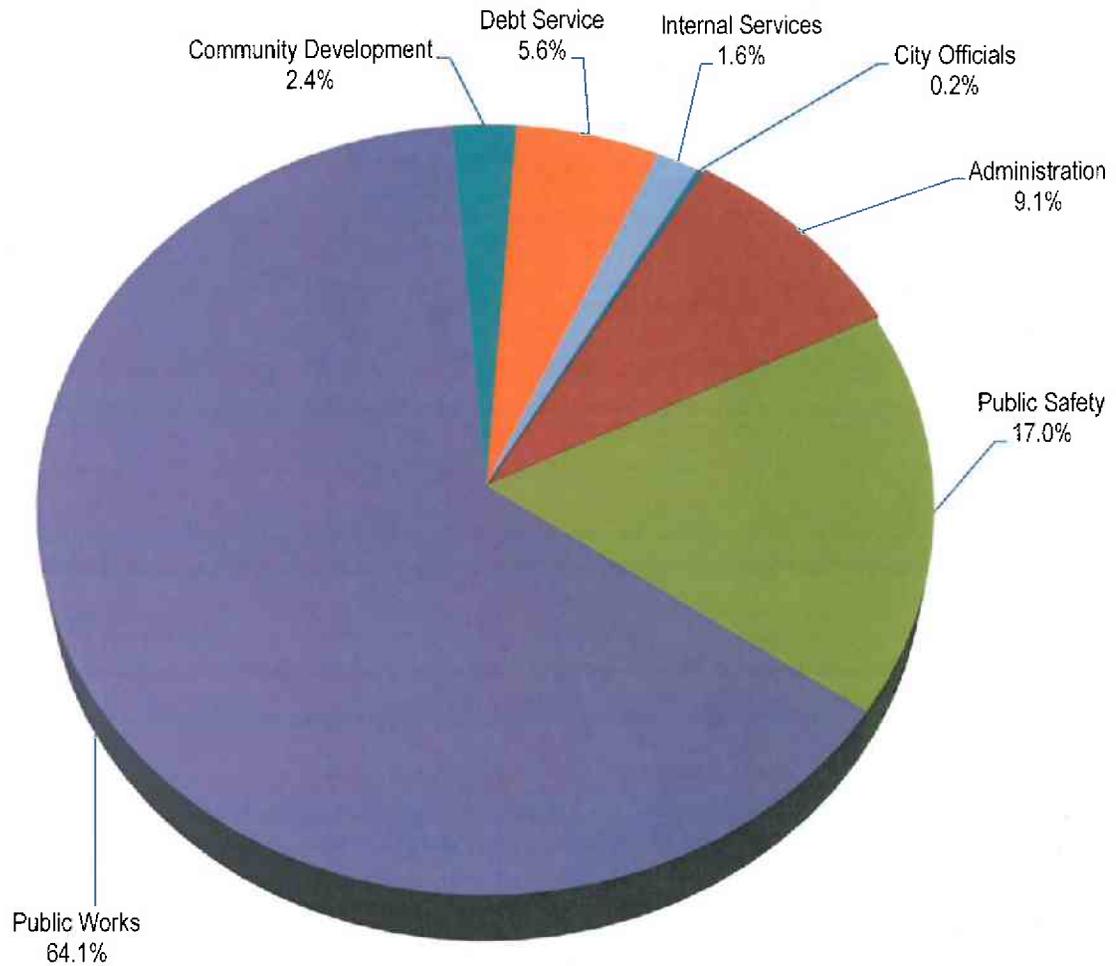
## Successor Agency to the RDA Debt Service

Acct #	SARDA Debt Service-089	2010-2011 Actual (Audited)	2011-2012 Actual (Audited)	2012-2013 Adjusted Budget	2012-2013 Year End Estimate	2013-2014 Adopted Budget	2014-2015 Adopted Budget
<b>MISCELLANEOUS REVENUE:</b>							
8600	INTEREST	-	9,834	-	24,000	-	-
8900	MISCELLANEOUS	-	-	-	-	-	-
	<b>TOTAL MISCELLANEOUS REVENUE</b>	-	<b>9,834</b>	-	<b>24,000</b>	-	-
<b>CURRENT SERVICE CHARGES:</b>							
9850	PROCEEDS OF LONG TERM DEBT	-	-	-	-	-	-
9901	OPERATING TRANSFER IN-GENERAL FUND	-	-	1,953,040	1,953,040	-	-
9923	OPERATING TRANSFER IN-GEN. CAPITAL FINANCING	-	-	1,702,870	1,702,870	-	-
9982	OPERATING TRANSFER IN-SARDA RPTTF	-	-	-	-	4,220,595	4,220,610
	<b>TOTAL CURRENT SERVICE CHARGES</b>	-	-	<b>3,655,910</b>	<b>3,655,910</b>	<b>4,220,595</b>	<b>4,220,610</b>
<b>TOTAL SARDA DEBT SERVICE</b>		-	<b>9,834</b>	<b>3,655,910</b>	<b>3,679,910</b>	<b>4,220,595</b>	<b>4,220,610</b>



# EXPENDITURES BY FUNCTION

## 2013-2014

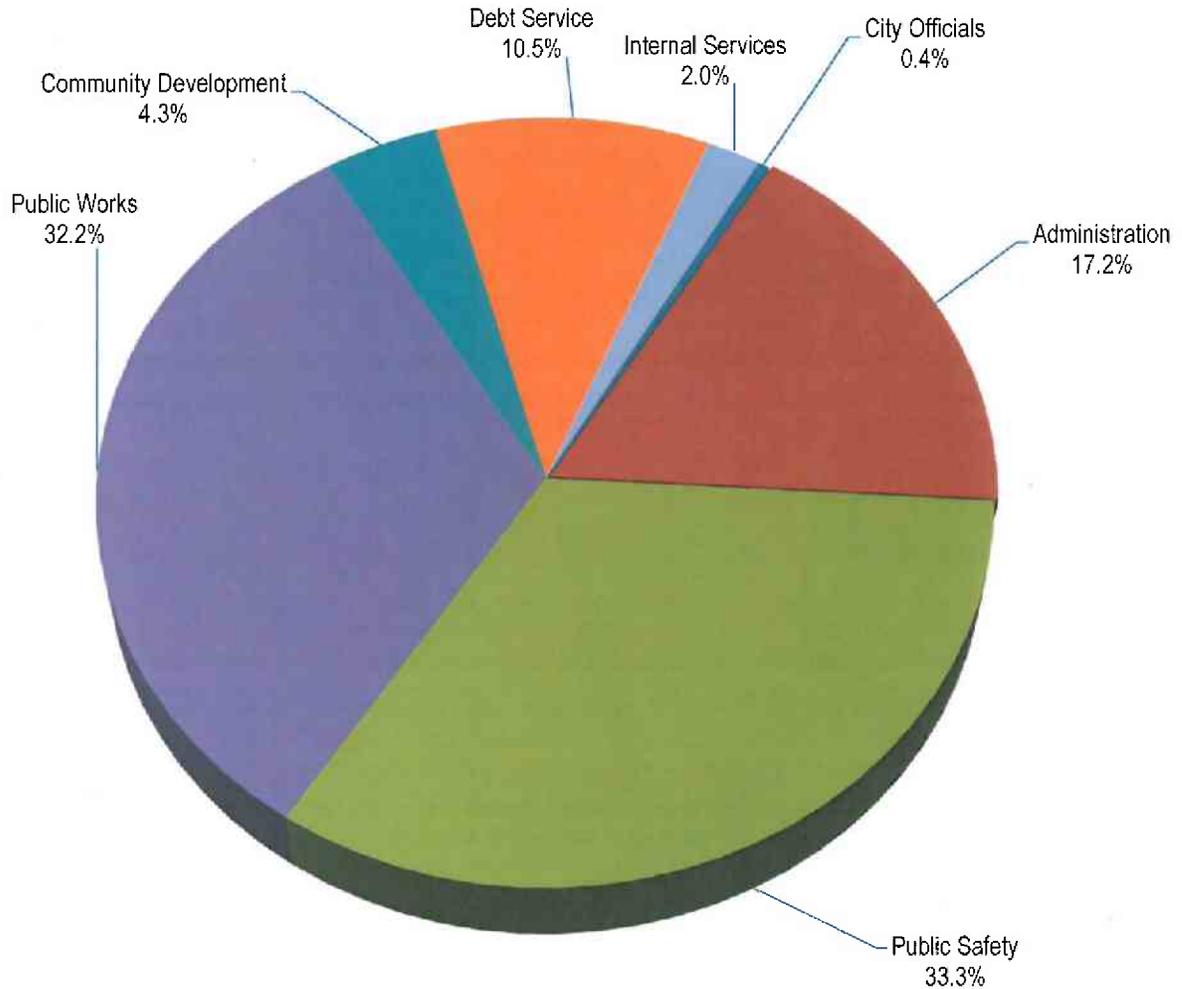


City Officials	\$ 160,775
Administration	6,914,055
Public Safety	12,934,520
Public Works	48,649,490
Community Development	1,855,905
Debt Service	4,220,595
Internal Services	<u>1,217,250</u>
Total	\$75,952,590



# EXPENDITURES BY FUNCTION

## 2014-2015



City Officials	\$ 164,040
Administration	6,905,905
Public Safety	13,353,325
Public Works	12,897,010
Community Development	1,734,670
Debt Service	4,220,610
Internal Services	<u>820,395</u>
Total	\$40,095,955



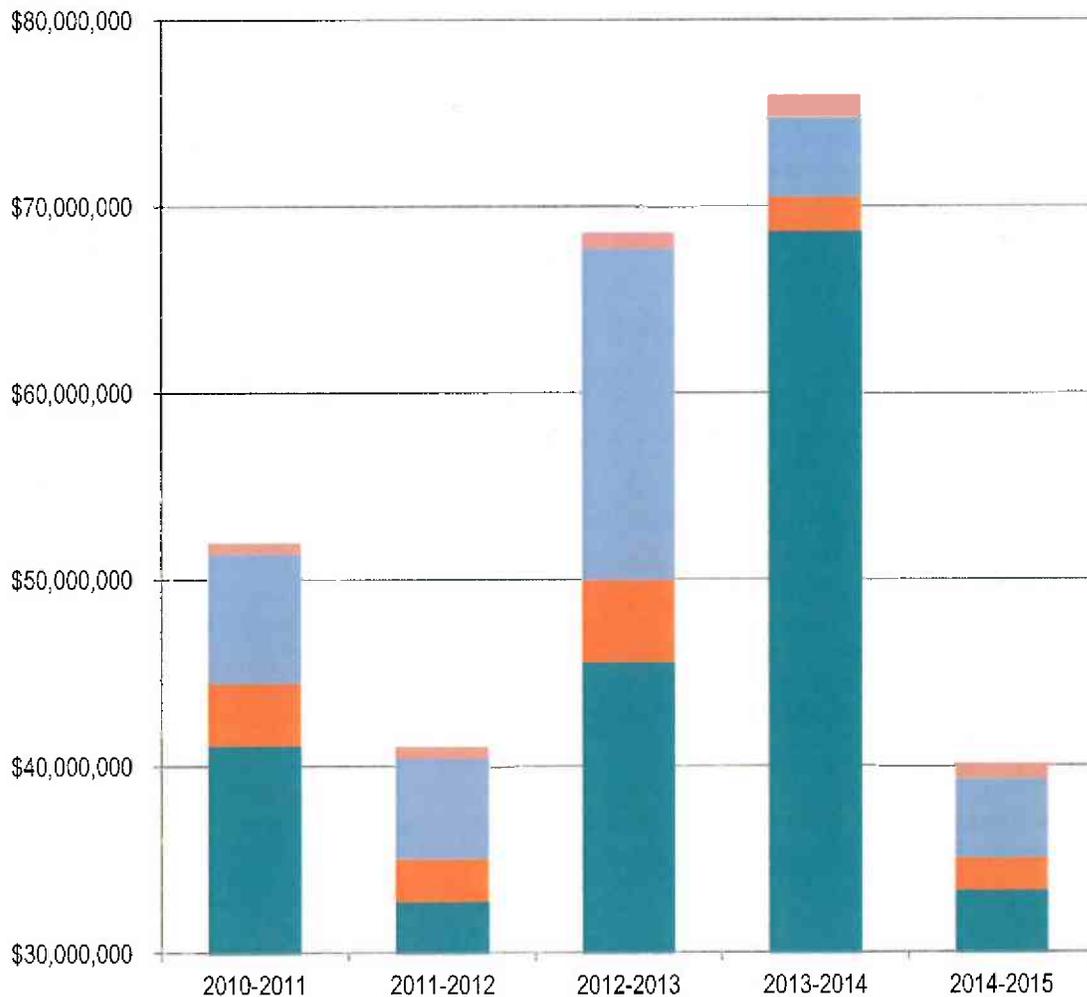
## Expenditures by Function

Fund #	Dept #		2010-2011 Actual (Audited)	2011-2012 Actual (Audited)	2012-2013 Adjusted Budget	2012-2013 Year End Estimate	2013-2014 Adopted Budget	2014-2015 Adopted Budget
<b>CITY OFFICIALS:</b>								
001	1000	CITY COUNCIL	156,275	130,957	145,900	139,650	160,775	164,040
<b>TOTAL CITY OFFICIALS</b>			<b>156,275</b>	<b>130,957</b>	<b>145,900</b>	<b>139,650</b>	<b>160,775</b>	<b>164,040</b>
<b>ADMINISTRATION:</b>								
001	1200	CITY CLERK	240,898	230,097	277,570	257,300	259,790	297,605
001	1450	GENERAL GOVERNMENT	3,420,332	1,168,659	2,639,540	2,586,275	700,620	706,190
001	1600	PERSONNEL	68,328	66,149	71,775	65,855	70,975	72,625
001	1700	FINANCE	452,617	470,718	496,065	457,095	497,425	527,375
010	3830	FACILITIES CONSTRUCTION	-	-	-	-	-	-
010	3840	PARKS CONSTRUCTION	-	-	-	-	-	-
023	3890	CAPITAL CONSTRUCTION	290,966	654,423	2,290,870	2,063,870	1,164,650	1,081,500
082	8020	SARDA REV. PROP TAX TRANSFER FUND	-	-	-	2,991,600	4,220,595	4,220,610
<b>TOTAL ADMINISTRATION</b>			<b>4,473,141</b>	<b>2,590,045</b>	<b>5,775,820</b>	<b>8,441,995</b>	<b>6,914,055</b>	<b>6,905,905</b>
<b>PUBLIC SAFETY:</b>								
001	2000	POLICE DEPARTMENT	6,493,141	6,856,030	7,324,840	7,271,890	7,492,695	7,753,580
001	2200	ANIMAL CONTROL	361,278	390,641	432,550	400,100	408,050	446,215
011	8420	OFFICE OF TRAFFIC SAFETY	26,543	4,355	-	-	-	-
021	8450	COPS AB 3229	100,095	100,067	100,000	100,500	100,500	100,500
026	8480	JUSTICE ASSISTANCE GRANT	69,660	21,441	-	30,000	18,000	18,000
028	2050	PARAMEDIC DEPARTMENT	911,587	896,420	1,367,410	1,096,700	1,428,230	1,460,845
029	2100	FIRE DEPARTMENT	2,502,426	3,287,117	3,157,465	2,849,065	3,487,045	3,574,185
<b>TOTAL PUBLIC SAFETY</b>			<b>10,464,729</b>	<b>11,556,070</b>	<b>12,382,265</b>	<b>11,747,255</b>	<b>12,934,520</b>	<b>13,353,325</b>
<b>INTERNAL SERVICES:</b>								
041	9500	GENERAL LIABILITY	430,815	416,373	549,175	549,175	959,270	560,695
042	9510	BUILDING SERVICES	179,599	178,829	374,050	328,025	257,980	259,700
<b>TOTAL INTERNAL SERVICES</b>			<b>610,414</b>	<b>595,202</b>	<b>923,225</b>	<b>877,200</b>	<b>1,217,250</b>	<b>820,395</b>
<b>PUBLIC WORKS:</b>								
001	3100	PUBLIC WORKS	3,097,991	1,508,004	2,003,760	2,351,540	-	-
001	3200	ENGINEERING	714,295	639,807	608,435	513,290	449,325	452,325
001	4200	PUBLIC SERVICES	335,272	391,218	436,040	403,540	495,395	451,980
001	6000	PARKS	963,111	953,552	1,081,670	1,007,630	1,124,730	1,116,840
001	6010	GRAFFITI	109,230	94,689	111,405	104,405	106,925	109,360
001	6020	COMMUNITY VOLUNTEER SERVICES	49,219	64,682	58,255	57,055	91,380	103,180
001	6100	TRAILS	4,510	100	15,400	400	8,850	8,500
002	8200	TRAFFIC SAFETY	197,994	207,943	368,400	256,400	191,500	463,000
004	8310	GAS TAX	3,097,991	1,520,249	2,003,750	2,351,540	1,568,620	1,590,230
005	8320	ARTICLE 3	-	-	-	-	411,000	-
006	8400	HOUSING & COMMUNITY DEVELOPMENT	155,879	718,997	511,465	465,465	335,595	733,280
007	8330	DEVELOPMENT IMPACT FEES	586,067	1,353,576	870,000	1,365,000	3,644,000	95,000
008	8340	DEVELOPER FEES	106,987	17,056	26,195	100,195	25,625	305,270
012	8500	LANDSCAPE MAINTENANCE DISTRICT	184,177	215,230	220,100	219,400	250,580	248,080
013	8510	STREET LIGHT DISTRICT	527,074	517,827	571,600	543,600	602,000	571,800
014	8520	COMMUNITY FACILITIES DISTRICTS	3,255	6,665	5,600	10,600	10,600	10,600
015	8530	COMMUNITY TRAILS DISTRICT	8,026	5,852	16,700	11,250	19,800	19,850
016	8540	PARKS MAINTENANCE DISTRICT	89,733	82,640	94,470	91,620	99,520	97,220
017	8350	MEASURE I	18,315	60,582	3,449,000	1,864,000	1,194,000	1,975,000
018	8600	FEMA	1,782,409	88,068	-	32,375	-	-
020	8440	AQMD AB 2766	9,900	31,660	249,000	25,000	45,000	217,000
024	8470	STREET/STORM DRAIN MAINT. DISTRICT	3,161	1,055	19,500	19,500	19,200	19,500
027	8490	MISCELLANEOUS GRANTS	2,853,172	1,085,368	3,107,865	2,691,865	6,835,000	1,964,000
030	8495	MAJOR GRANTS	-	5,252,726	16,228,000	10,160,000	12,835,000	444,000
080	8000	RDA CAPITAL PROJECTS	11,053,375	1,460,526	5,617,460	-	-	-
086	8060	RDA CAPITAL PROJECTS	46,037	3,500	470,000	-	-	-
087	8070	SARDA BOND PROCEEDS	-	2,160,222	-	575,000	18,284,845	1,900,995
<b>TOTAL PUBLIC WORKS</b>			<b>25,987,180</b>	<b>18,467,894</b>	<b>38,144,080</b>	<b>25,220,770</b>	<b>48,649,490</b>	<b>12,897,010</b>

## Expenditures by Function

Fund #	Dept #		2010-2011 Actual (Audited)	2011-2012 Actual (Audited)	2012-2013 Adjusted Budget	2012-2013 Year End Estimate	2013-2014 Adopted Budget	2014-2015 Adopted Budget
<b>COMMUNITY DEVELOPMENT:</b>								
001	4100	PLANNING	547,467	784,117	836,900	668,670	1,004,730	763,020
001	4500	BUILDING & SAFETY	343,562	420,246	411,220	302,820	416,910	536,185
001	4600	CODE ENFORCEMENT	308,988	331,264	386,150	359,755	383,780	386,610
010	3850	HUD SPECIAL PURPOSE/PROJECTS	-	-	-	-	-	-
070	7000	HOUSING AUTHORITY	-	45,000	-	6,000	23,530	23,855
081	8010	RDA LOW/MODERATE INCOME HOUSING	2,171,633	606,349	2,476,780	-	-	-
088	8080	SARDA LOW/MODERATE INC. HOUSING	-	103,503	-	3,068,085	26,955	-
<b>TOTAL COMMUNITY DEVELOPMENT</b>			<b>3,371,650</b>	<b>2,290,480</b>	<b>4,111,050</b>	<b>4,405,330</b>	<b>1,855,905</b>	<b>1,734,670</b>
<b>DEBT SERVICE:</b>								
083	8030	RDA DEBT SERVICE	6,918,774	3,860,657	7,106,010	-	-	-
089	8090	SARDA DEBT SERVICE	-	1,545,337	-	17,774,775	4,220,595	4,220,610
<b>TOTAL DEBT SERVICE</b>			<b>6,918,774</b>	<b>5,405,994</b>	<b>7,106,010</b>	<b>17,774,775</b>	<b>4,220,595</b>	<b>4,220,610</b>
<b>TOTAL EXPENDITURES BY FUNCTION</b>			<b>51,982,163</b>	<b>41,036,642</b>	<b>68,588,350</b>	<b>68,606,975</b>	<b>75,952,590</b>	<b>40,095,955</b>

# EXPENDITURES BY FUNCTION HISTORY

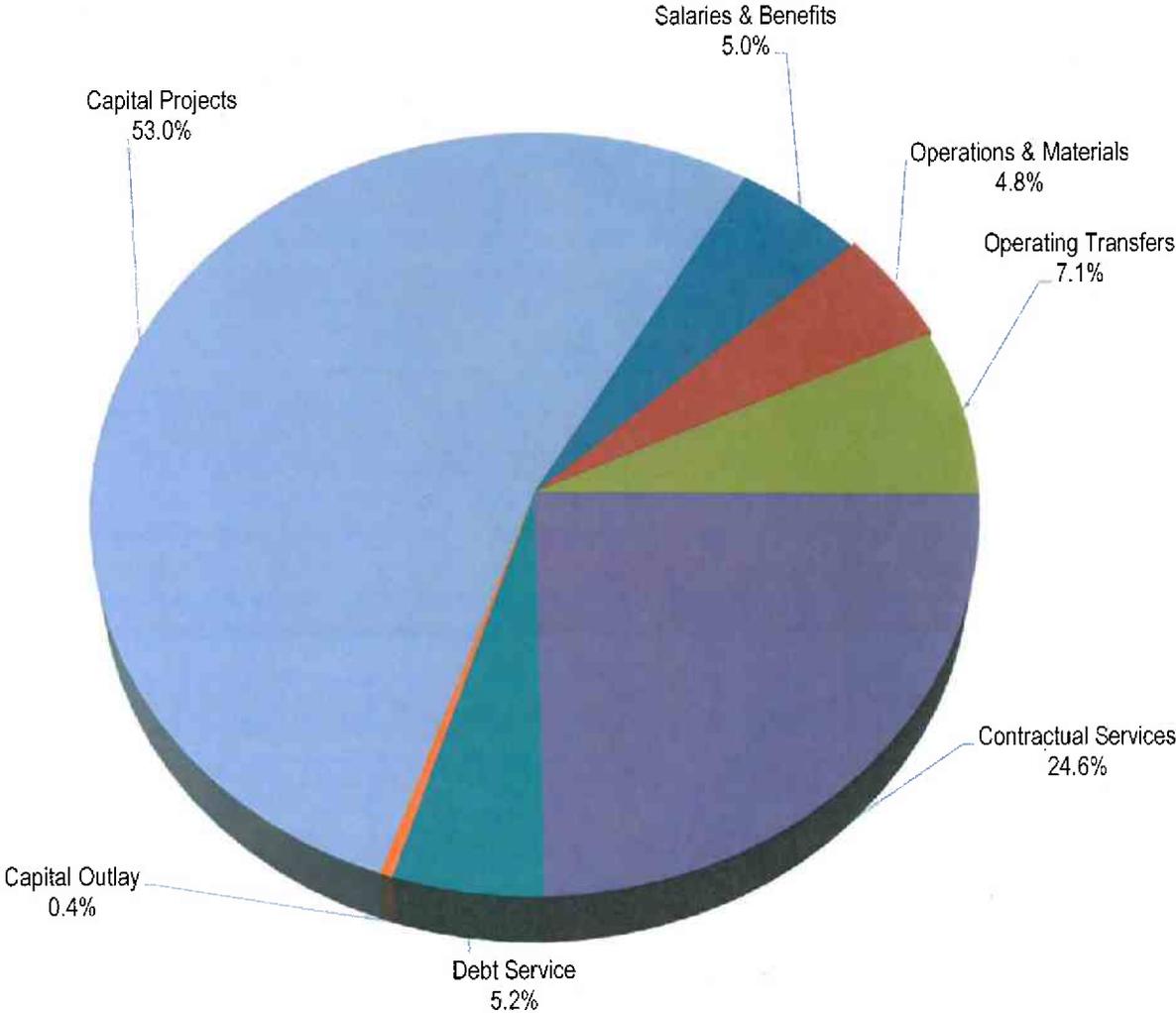


	<u>2010-2011</u>	<u>2011-2012</u>	<u>2012-2013</u>	<u>2013-2014</u>	<u>2014-2015</u>
City Officials	\$ 156,275	\$ 130,957	\$ 139,650	\$ 160,775	\$ 164,040
Administration	4,473,141	2,590,045	8,441,995	6,914,055	6,905,905
Public Safety	10,464,729	11,556,070	11,747,255	12,934,520	13,353,325
Public Works	25,987,180	18,467,894	25,220,770	48,649,490	12,897,010
Community Development	3,371,650	2,290,480	4,405,330	1,855,905	1,734,670
Debt Service	6,918,774	5,405,994	17,774,775	4,220,595	4,220,610
Internal Services	610,414	595,202	877,200	1,217,250	820,395
Total	<u>\$51,982,163</u>	<u>\$41,036,642</u>	<u>\$68,606,975</u>	<u>\$75,952,590</u>	<u>\$40,095,955</u>



# EXPENDITURES BY OBJECT

## 2013-2014

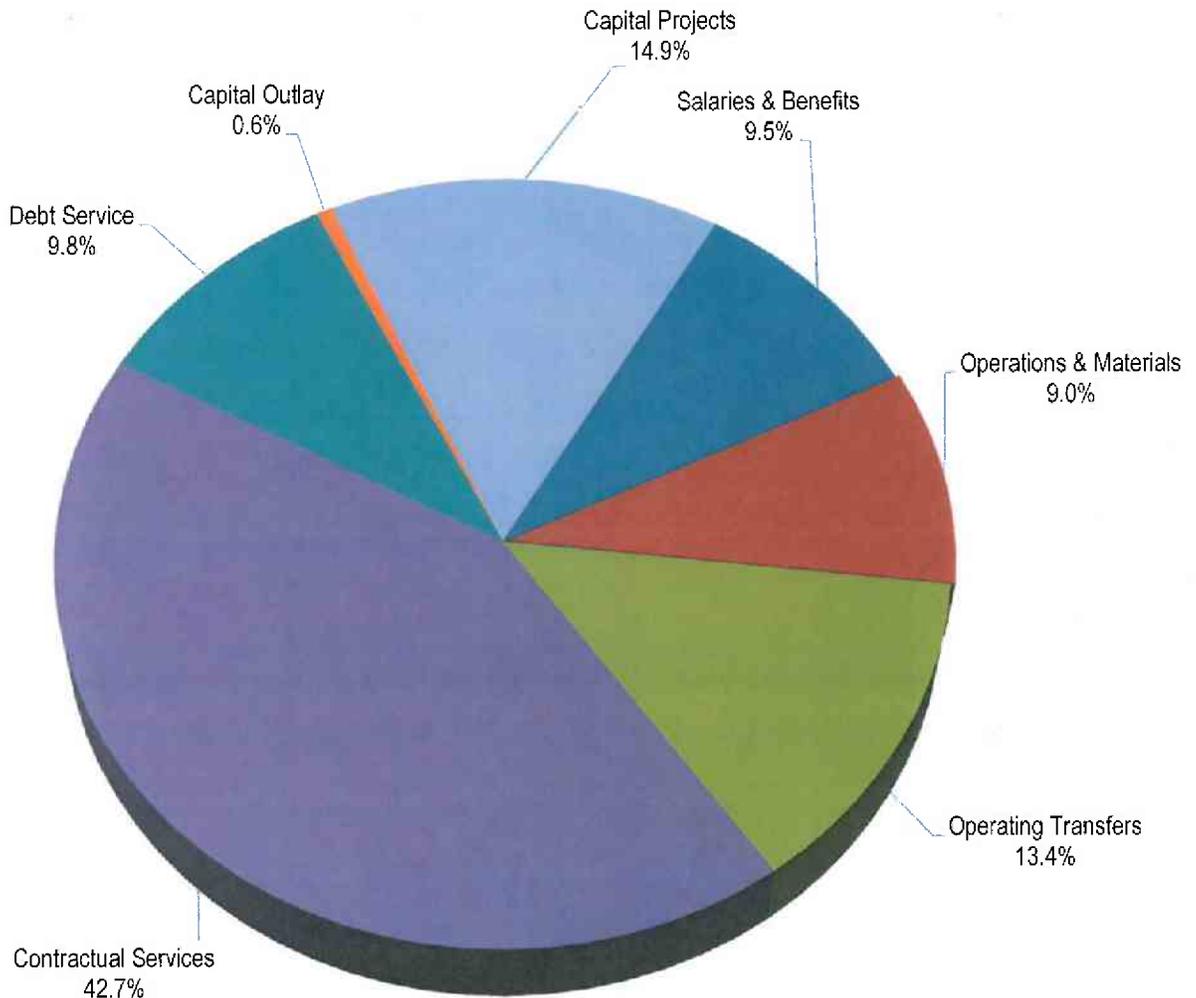


Salaries & Benefits	\$ 3,778,225
Operation & Materials	3,637,675
Operating Transfers	5,357,635
Contractual Services	18,660,160
Debt Service	3,945,595
Capital Outlay	322,300
Capital Projects	<u>40,251,000</u>
Total	\$75,952,590



# EXPENDITURES BY OBJECT

2014-2015



Salaries & Benefits	\$ 3,798,785
Operation & Materials	3,619,160
Operating Transfers	5,389,345
Contractual Services	17,125,055
Debt Service	3,945,610
Capital Outlay	252,000
Capital Projects	<u>5,966,000</u>
Total	\$40,095,955



## Expenditures by Object

Acct #	2010-2011 Actual (Audited)	2011-2012 Actual (Audited)	2012-2013 Adjusted Budget	2012-2013 Year End Estimate	2013-2014 Adopted Budget	2014-2015 Adopted Budget
<b>SALARIES &amp; WAGES:</b>						
3010 SALARIES	2,157,833	2,574,691	2,900,005	2,236,395	2,558,505	2,550,805
3040 OVERTIME	25,485	3,956	-	-	-	-
3050 COMPENSATORY TIME	21,234	20,416	-	-	-	-
3100 SICK LEAVE	37,435	40,556	-	-	-	-
3110 HOLIDAY	104,271	112,985	-	-	-	-
3120 VACATION	95,563	140,647	-	-	-	-
3125 MANAGEMENT LEAVE	26,174	33,084	-	-	-	-
<b>TOTAL SALARIES &amp; WAGES</b>	<b>2,467,995</b>	<b>2,926,335</b>	<b>2,900,005</b>	<b>2,236,395</b>	<b>2,568,505</b>	<b>2,550,805</b>
<b>BENEFITS:</b>						
3510 CAFETERIA PLAN	457,994	6,613	536,060	461,390	504,000	516,600
3511 PERS-ADMIN FEE	-	-	-	-	900	900
3515 PERS-HEALTH INSURANCE-RETIRED	12,000	14,000	12,000	12,000	16,800	19,200
3530 MEDICARE & SOCIAL SECURITY	52,422	55,019	51,130	43,555	49,140	44,910
3540 WORKER'S COMPENSATION	2,143	1,319	-	-	-	-
3560 PERS-RETIREMENT	535,799	549,766	597,595	495,190	535,665	565,790
3580 DEFERRED COMPENSATION	5,535	5,508	7,150	5,500	6,000	6,200
3590 LIFE INSURANCE	7,804	7,666	8,945	7,405	7,815	7,980
3600 AUTO ALLOWANCE	19,283	19,039	22,465	17,395	20,400	17,400
3650 VACATION BUYBACK	30,509	37,504	17,500	17,500	30,000	30,000
3655 SICK LEAVE INCENTIVE	29,021	26,950	16,500	16,500	22,000	22,000
3660 ADMINISTRATIVE LEAVE BUYBACK	22,729	14,446	10,000	10,000	15,000	15,000
3665 COMPENSATORY TIME BUYBACK	1,327	-	2,000	-	2,000	2,000
<b>TOTAL BENEFITS</b>	<b>1,176,566</b>	<b>737,831</b>	<b>1,281,345</b>	<b>1,086,435</b>	<b>1,209,720</b>	<b>1,247,980</b>
<b>OPERATIONS &amp; MATERIALS:</b>						
4010 ELECTRICITY	178,143	199,036	208,450	189,600	221,100	221,200
4011 ELECTRICITY-STREET LIGHTING	517,997	507,538	563,000	535,000	563,000	563,000
4020 GAS	5,084	7,586	7,450	7,450	19,600	19,600
4030 WATER/SEWER	205,365	248,389	213,800	217,900	270,100	271,100
4040 PEST CONTROL SUPPLIES	9,343	11,118	12,500	13,500	500	500
4045 LANDSCAPING SUPPLIES	18,908	205	5,150	1,050	1,750	1,750
4050 TRASH	-	-	1,000	1,000	1,000	1,000
4055 JANITORIAL SUPPLIES	53,072	25,659	20,400	17,900	25,600	25,600
4060 TELEPHONE	59,203	67,415	64,820	63,640	54,230	54,230
4061 CELL PHONES/SATELLITE PHONES	-	-	-	-	12,610	12,610
4062 AIR CARDS	-	-	-	-	11,020	12,940
4065 INTERNET/CABLE/SATELLITE	646	834	725	980	1,160	1,160
4066 ALARM MONITORING	-	-	-	-	6,500	6,500
4070 BUILDING MAINTENANCE	76,928	86,236	110,600	102,600	36,300	36,300
4075 PUBLIC FACILITIES IMPROVEMENT	-	1,982	10,000	-	10,000	10,000
4080 BUILDING SERVICES DEPARTMENT CHARGE	171,349	172,353	57,735	-	-	-
4101 OPERATING TRANSFER OUT-GENERAL FUND	3,182,426	1,528,004	2,023,760	4,324,580	20,000	20,000
4104 OPERATING TRANSFER OUT-GAS TAX	217,535	-	-	-	-	-
4112 OPERATING TRANSFER OUT-LMD	-	-	20,000	-	-	-
4113 OPERATING TRANSFER OUT-STREET LIGHT DISTRICT	-	-	-	-	-	-
4116 OPERATING TRANSFER OUT-PMD	35,893	33,052	37,790	37,790	39,810	38,890
4118 OPERATING TRANSFER OUT-FEMA	-	452,206	-	-	-	-
4123 OPERATING TRANSFER OUT-GEN CAPITAL FINANCING	1,975,000	450,000	-	1,702,870	-	-
4127 OPERATING TRANSFER OUT-GRANTS FUND	-	33,897	-	-	-	-
4128 OPERATING TRANSFER OUT-PARAMEDIC DEPT.	531,380	549,383	1,016,410	763,110	1,077,230	1,109,845
4141 OPERATING TRANSFER OUT-INSURANCE	830,807	-	-	-	-	-
4180 OPERATING TRANSFER OUT-RDA CAPITAL PROJECTS	780,213	443,558	952,510	-	-	-
4181 OPERATING TRANSFER OUT-RDA LMIH	-	45,000	-	-	-	-

## Expenditures by Object

Acct #	2010-2011 Actual (Audited)	2011-2012 Actual (Audited)	2012-2013 Adjusted Budget	2012-2013 Year End Estimate	2013-2014 Adopted Budget	2014-2015 Adopted Budget
4186	OPERATING TRANSFER OUT-RDA CAPITAL PROJECTS	46,037	-	470,000	-	-
4189	OPERATING TRANSFER OUT-SARDA DEBT SERVICE	-	-	3,655,910	6,647,510	4,220,595
4198	CITY ADMINISTRATION	78,959	137,539	87,900	360,760	286,300
4199	INSURANCE DEPARTMENT CHARGE	412,751	402,217	549,175	515,295	533,270
4200	OFFICE SUPPLIES	64,625	59,682	76,900	61,455	70,550
4202	CRV GRANT USE	-	13,987	13,650	13,650	14,500
4203	EQUIPMENT/FURNITURE	15,232	15,224	5,000	12,000	31,900
4204	PERSONAL PROTECTIVE EQUIPMENT	16,256	13,763	15,000	15,000	10,000
4205	PHOTOCOPIER	27,971	26,367	26,400	28,400	29,000
4206	MATERIALS	316,969	56,826	107,300	92,600	113,500
4207	PARAMEDIC SUPPLIES	9,404	17,693	54,900	15,000	9,400
4208	NETWORK/COMPUTER MATERIALS & SUPPLIES	5,607	4,619	15,300	8,000	12,000
4210	POSTAGE	16,148	18,729	19,470	17,125	20,175
4220	FUEL	153,581	190,052	198,400	186,400	205,800
4221	FUEL TANK MAINTENANCE/PERMITS/INSPECTION	-	-	-	-	2,350
4222	GENERATOR MAINTENANCE/PERMITS/INSPECTION	-	-	-	-	5,390
4235	PHYSICALS/TESTING	3,756	207	10,600	3,100	8,000
4236	LIVESCAN SERVICE FEE	1,900	1,467	2,660	2,660	2,450
4240	VEHICLE MAINTENANCE	154,644	120,619	156,900	148,900	142,200
4245	EQUIPMENT MAINTENANCE	37,789	40,753	49,050	41,600	34,300
4248	EQUIPMENT RENTAL/LEASE	263,057	20,086	29,900	19,000	13,300
4249	UNIFORMS	-	-	-	-	4,875
4250	SPECIAL DEPARTMENT SUPPLIES	4,562	3,413	8,850	7,250	4,400
4251	ADA COMPLIANCE	-	-	2,000	2,000	2,000
4255	SOFTWARE SUPPORT	63,617	63,712	74,025	65,025	82,050
4260	DISASTER SUPPLIES	140	-	1,600	1,600	2,000
4290	TITLE SEARCH	-	-	1,000	-	1,000
4300	ADVERTISING	22,547	22,648	29,200	16,700	25,000
4310	DUES & SUBSCRIPTIONS	37,017	37,080	38,920	32,420	33,440
4320	TRAVEL & CONFERENCE	16,329	7,801	33,850	8,350	14,555
4330	TRAINING	10,189	12,221	16,005	12,675	22,690
4332	MILEAGE REIMBURSEMENT	4,036	5,339	6,870	5,670	6,100
4335	ELECTIONS	15,966	117	30,000	30,000	1,000
4336	COMMUNITY EVENTS	14,426	15,814	20,030	20,030	16,100
4341	ERAFT SHIFT/AB 26	655,133	-	-	12,882,725	-
4344	VOUCHER/REBATE PROGRAM	4,420	4,071	5,000	4,000	5,000
4345	NOTICE OF DETERMINATION	4,604	2,294	6,000	6,000	6,500
4346	LAFCO FEES	4,540	4,068	5,000	5,000	4,500
4347	GRAFFITI REWARD PROGRAM	-	-	500	500	500
4348	CDBG PROGRAMS	35,690	52,635	40,850	40,850	42,745
4349	GRANT PROGRAMS	825,227	711,236	1,300,000	109,350	98,015
4351	EMERGENCY INCIDENTS	-	8	500	500	500
4355	CLAIMS PAYABLE INCREASE	66,230	15,339	10,000	10,000	15,000
4360	INSURANCE PREMIUMS	258,343	228,868	363,000	363,000	335,100
4370	INSURANCE CLAIMS	403	4,292	25,000	25,000	25,000
4380	INSURANCE ADJUSTING FEES	6,587	8,718	20,000	20,000	20,000
4390	INSURANCE LEGAL	34,843	109,462	80,000	80,000	80,000
4400	MISCELLANEOUS	205	368	750	750	750
4410	PASS THRU-SAN BERNARDINO COUNTY	618,817	168,329	805,000	-	-
4412	PASS THRU-SAN BERNARDINO UNIFIED SCHOOL DIST.	666,407	266,009	725,000	-	-
4413	PASS THRU-REDLANDS UNIFIED SCHOOL DISTRICT	27,329	6,422	35,000	-	-
4414	PASS THRU-SAN BERNARDINO VALLEY MWD	625,531	288,900	715,000	-	-
4415	PASS THRU-SAN BERNARDINO CO. COMM. COLL. DIST.	113,678	38,183	125,000	-	-
4416	PASS THRU-SAN BERNARDINO CO. SUPERINTENDENT	13,265	4,094	20,000	-	-
4417	PASS THRU-COUNTY SERVICE AREA 70/SL-1	525	-	1,500	-	-

## Expenditures by Object

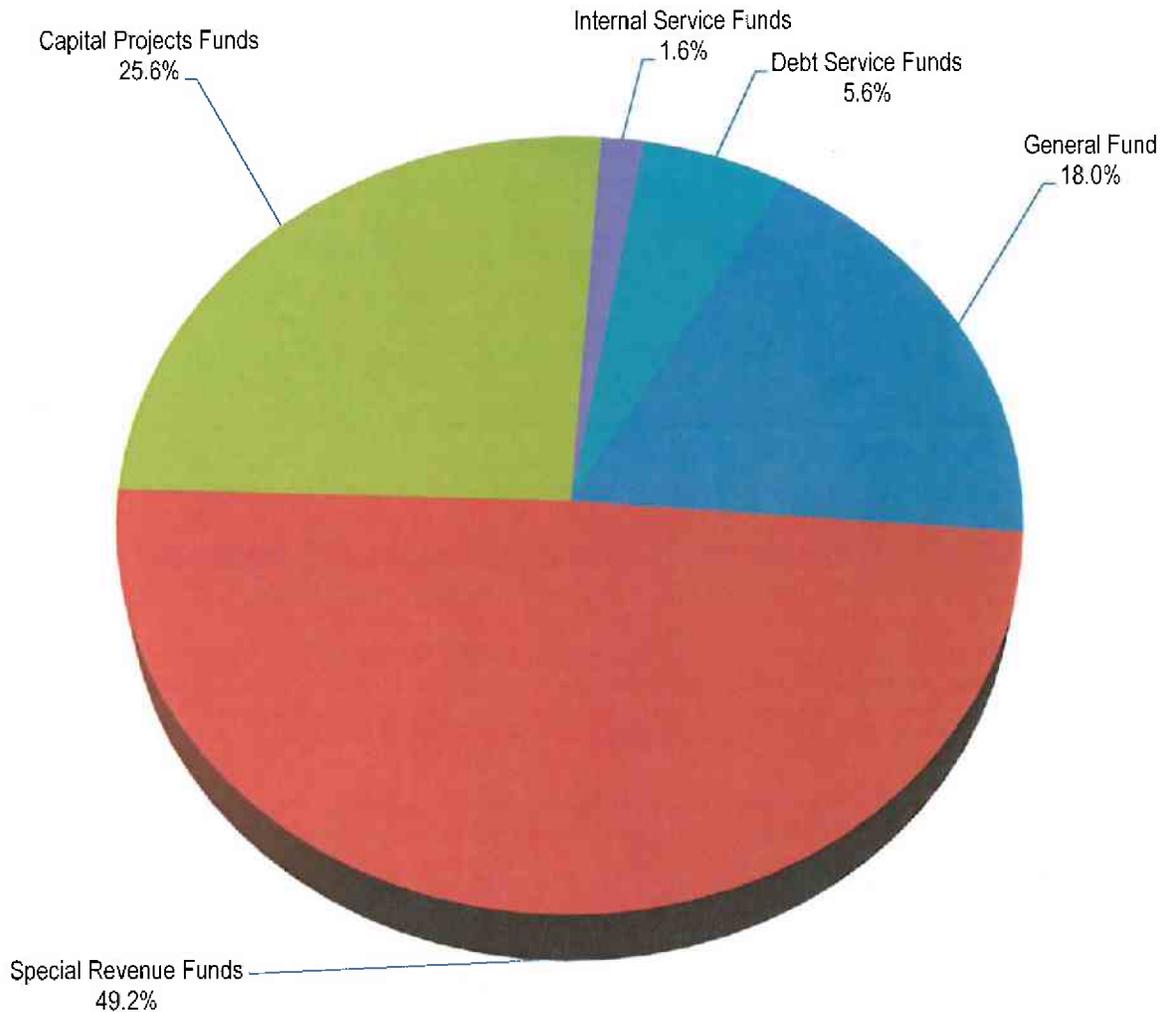
Acct #:	2010-2011 Actual (Audited)	2011-2012 Actual (Audited)	2012-2013 Adjusted Budget	2012-2013 Year End Estimate	2013-2014 Adopted Budget	2014-2015 Adopted Budget
4418	PASS THRU-EAST VALLEY RESOURCE CONSERVATION	301	-	1,000	-	-
4419	PASS THRU-SAN BERNARDINO VALLEY WATER DIST.	301	-	1,000	-	-
4420	PASS THRU-FIRE DEPARTMENT	169,393	56,459	220,000	-	-
4450	RELEASE/USE OF DEPOSIT/FEE	24,600	13,075	10,000	7,500	10,000
	<b>TOTAL OPERATIONS &amp; MATERIALS</b>	<b>14,819,374</b>	<b>8,154,246</b>	<b>15,647,965</b>	<b>29,924,320</b>	<b>8,995,310</b>
	<b>CONTRACTUAL SERVICES:</b>					
4504	CONTRACT SERVICES-JANITORIAL SERVICES	-	24,907	39,000	26,400	36,400
4505	CONTRACT SERVICES-SALES TAX AUDIT	1,800	1,800	2,200	2,200	2,000
4506	CONTRACT SERVICES-SB COUNTY RECORDER	4,314	4,386	8,000	8,000	10,000
4507	CONTRACT SERVICES-CHAMBER OF COMMERCE	26,730	26,730	26,730	26,730	21,200
4509	CONTRACT SERVICES-ARCHITECT	359,025	132,786	46,950	325,000	-
4510	CONTRACT SERVICES-AUDITOR	48,865	39,239	53,750	59,100	38,575
4513	CONTRACT SERVICES-SB 90	1,941	-	2,000	2,000	3,600
4515	CONTRACT SERVICES-COLLECTIONS	250	2,528	2,000	200	2,550
4516	CONTRACT SERVICES-CITATIONS	1,258	900	1,500	750	1,500
4517	CONTRACT SERVICES-DMV	657	447	1,000	300	750
4520	CONTRACT SERVICES-ATTORNEY	211,349	248,777	183,500	175,500	187,000
4525	CONTRACT SERVICES-AFTER SCHOOL PROGRAM	45,362	35,443	45,300	45,300	45,300
4526	CONTRACT SERVICES-YMCA	421,137	385,542	477,540	425,000	477,540
4530	CONTRACT SERVICES-CROSSING GUARDS	29,928	31,217	37,000	35,000	35,000
4533	CONTRACT SERVICES-SOFTWARE SUBSCRIPTIONS	7,506	7,506	10,200	13,800	3,300
4534	CONTRACT SERVICES-GIS	32,938	24,548	122,000	57,000	34,000
4535	CONTRACT SERVICES-PERSONNEL	-	-	-	-	500
4537	CONTRACT SERVICES-EMPLOYEE ASST. PROGRAM	11,160	10,980	9,900	9,900	11,000
4540	CONTRACT SERVICES-BUILDING INSPECTIONS	263,788	337,133	309,600	207,400	270,040
4542	CONTRACT SERVICES-SMIP	740	1,292	3,000	500	3,000
4543	CONTRACT SERVICES-BSAR FUND	890	1,270	2,000	500	2,000
4545	CONTRACT SERVICES-WEED ABATEMENT	40,646	5,750	41,210	41,210	40,710
4548	CONTRACT SERVICES-PLANNING	100	-	5,500	500	-
4550	CONTRACT SERVICES-ENGINEERING	2,583,920	2,198,272	5,800,980	2,419,400	4,423,600
4551	CONTRACT SERVICES-ENGINEERING PROJECTS	155,689	118,382	180,000	160,000	130,000
4552	CONTRACT SERVICES-TRAFFIC COUNTS	420	560	1,500	1,500	1,500
4553	CONTRACT SERVICES-UNDERGROUND SERVICE ALERT	1,050	673	1,500	1,500	1,500
4554	CONTRACT SERVICES-CONSULTANT	85,154	236,147	428,090	185,360	319,500
4556	CONTRACT SERVICES-DEMOLITION	-	-	20,000	-	-
4557	CONTRACT SERVICES-BOARD/SECURE	32,120	22,789	30,000	25,000	30,000
4558	CONTRACT SERVICES-APPRAISAL	12,300	6,716	20,000	-	10,000
4560	CONTRACT SERVICES-SHERIFF	6,352,158	6,599,344	7,023,790	7,047,290	7,165,605
4561	CONTRACT SERVICES-SHERIFF RESERVES	1,411	396	3,000	500	2,000
4563	CONTRACT SERVICES-WE TIP	-	-	5,000	-	5,000
4564	CONTRACT SERVICES-CAL ID	54,991	55,120	57,000	57,000	57,000
4565	CONTRACT SERVICES-ANIMAL CONTROL	352,253	383,710	420,700	392,000	396,550
4566	CONTRACT SERVICES-CITIZEN PATROL	220	345	2,000	500	2,000
4567	CONTRACT SERVICES-PARAMEDIC DEPARTMENT	702,535	772,480	1,203,300	975,000	1,304,605
4569	CONTRACT SERVICES-FIRE DEPARTMENT	1,640,832	1,529,960	1,827,010	1,827,010	2,180,905
4570	CONTRACT SERVICES-STREET MAINTENANCE	31,818	49,682	100,000	90,000	95,000
4571	CONTRACT SERVICES-SHERIFF EXPLORERS	-	-	2,000	500	2,000
4572	CONTRACT SERVICES-VOLUNTEER FIREFIGHTERS	-	-	10,000	5,000	5,000
4573	CONTRACT SERVICES-FIRE EXPLORERS	-	-	2,500	2,500	1,000
4574	CONTRACT SERVICES-MEDICAL DIRECTOR	4,400	2,000	10,000	5,000	5,000
4575	CONTRACT SERVICES-STREET SWEEPING	-	-	1,000	1,000	1,000
4576	CONTRACT SERVICES-EMERGENCY WORK	992,090	51,456	10,500	10,500	10,500
4577	CONTRACT SERVICES-EMERGENCY (NON CONTRACT)	307,103	-	-	-	-
4578	CONTRACT SERVICES-STRIPING	10,900	25,990	54,000	50,000	44,000

## Expenditures by Object

Acct #	2010-2011 Actual (Audited)	2011-2012 Actual (Audited)	2012-2013 Adjusted Budget	2012-2013 Year End Estimate	2013-2014 Adopted Budget	2014-2015 Adopted Budget
4580	CONTRACT SERVICES-TRAFFIC SIGNALS	179,652	125,590	230,000	150,000	160,000
4582	CONTRACT SERVICES-STUDIES	111,365	25,988	292,000	80,000	159,500
4585	CONTRACT SERVICES-LANDSCAPE MAINTENANCE	210,992	245,854	273,500	245,800	322,655
4586	CONTRACT SERVICES-RED LIGHT CAMERAS	144,448	147,672	152,400	152,400	138,000
4587	CONTRACT SERVICES-ELEVATOR MAINTENANCE	-	-	-	-	7,765
4588	CONTRACT SERVICES-HVAC MAINTENANCE	-	-	-	-	67,935
4589	CONTRACT SERVICES-PEST CONTROL	-	-	-	-	10,680
4591	CONTRACT SERVICES-SIDEWALK REPAIR	-	-	-	-	108,000
4596	CONTRACT SERVICES-ENVIRON. HEALTH SERVICES	52,946	50,440	70,000	67,000	64,000
4600	CONTRACT SERVICES-GENERAL PLAN	-	-	-	-	5,000
4605	CONTRACT SERVICES-CONSERVATION PLAN	-	-	8,000	-	4,000
4610	CONTRACT SERVICES-ECONOMIC DEVELOPMENT	-	-	25,000	-	-
4611	CONTRACT SERVICES-LOW/MODERATE INC. HOUSING	21,206	1,268	60,000	-	-
4613	CONTRACT SERVICES-1ST TIME HOME BUYER	12,600	-	60,000	-	-
4621	CONTRACT SERVICES-COST ALLOCATION STUDY	3,525	7,050	-	-	14,450
4622	CONTRACT SERVICES-SECTION 125 PLAN	425	425	300	300	575
4625	CONTRACT SERVICES-CODIFICATION	4,071	1,517	5,000	5,000	7,000
4626	CONTRACT SERVICES-RECORDS MANAGEMENT	3,842	4,456	3,500	3,500	9,000
4627	CONTRACT SERVICES-NETWORK	-	-	8,000	5,000	5,000
4650	CONTRACT SERVICES-ENVIRONMENTAL	-	-	10,000	-	-
4662	CONTRACT SERVICES-HOUSING ELEMENT	-	4,320	10,000	10,000	4,000
4665	CONTRACT SERVICES-STORM DRAIN	51,246	92,272	120,000	95,000	115,900
4667	CONTRACT SERVICES-GRAFFITI	-	-	500	500	-
4680	CONTRACT SERVICES-TREE TRIMMING	41,128	41,542	48,420	48,420	51,920
	<b>TOTAL CONTRACTUAL SERVICES</b>	<b>15,669,195</b>	<b>14,125,594</b>	<b>20,020,370</b>	<b>15,581,770</b>	<b>18,660,160</b>
	<b>DEBT SERVICE:</b>					
5100	PRINCIPAL	1,130,000	1,170,000	1,215,000	1,215,000	1,265,000
5200	INTEREST	3,061,165	2,784,835	2,740,000	2,740,000	2,680,595
	<b>TOTAL DEBT SERVICE</b>	<b>4,191,165</b>	<b>3,954,835</b>	<b>3,955,000</b>	<b>3,955,000</b>	<b>3,945,595</b>
	<b>CAPITAL OUTLAY:</b>					
6010	LAND	230,785	-	-	-	-
6020	LAND IMPROVEMENTS	-	-	-	-	-
6030	BUILDING	5,930,770	3,130,421	129,000	140,000	-
6040	EQUIPMENT	139,171	534,814	208,665	188,865	322,300
6050	FURNITURE & FIXTURES	199,900	4,763	-	-	-
6060	VEHICLES	2,541	475,301	-	-	-
6070	SOFTWARE	-	-	-	-	-
	<b>TOTAL CAPITAL OUTLAY</b>	<b>6,503,167</b>	<b>4,145,299</b>	<b>337,665</b>	<b>328,865</b>	<b>322,300</b>
	<b>CAPITAL PROJECTS:</b>					
6530	STREET/SIDEWALK CONSTRUCTION	538,035	1,255,096	4,917,000	2,730,000	6,544,000
6533	STREET WIDENING PROJECTS	167,896	-	-	1,679,000	10,705,000
6545	SIDEWALK REPAIRS	-	-	-	-	1,176,000
6550	TRAFFIC IMPROVEMENTS	6,281,862	116,799	444,000	1,625,815	90,000
6600	STORM DRAIN PROJECTS	8,730	-	200,000	-	7,137,000
6811	RIGHT-OF-WAY ACQUISITION	26,582	165,881	4,000	85,000	35,000
6813	BRIDGE CONSTRUCTION	131,596	5,428,940	18,881,000	9,200,000	14,478,000
6815	PARK CONSTRUCTION	-	-	-	-	-
6816	TRAILS CONSTRUCTION	-	-	-	-	86,000
6850	NEIGHBORHOOD ASST. PROJECTS	-	25,785	-	174,375	-
	<b>TOTAL CAPITAL PROJECTS</b>	<b>7,154,701</b>	<b>6,992,501</b>	<b>24,446,000</b>	<b>15,494,190</b>	<b>40,251,000</b>
	<b>TOTAL EXPENDITURES BY OBJECT</b>	<b>51,982,162</b>	<b>41,036,641</b>	<b>68,588,350</b>	<b>68,608,975</b>	<b>75,952,590</b>

# EXPENDITURES BY FUND

## 2013-2014

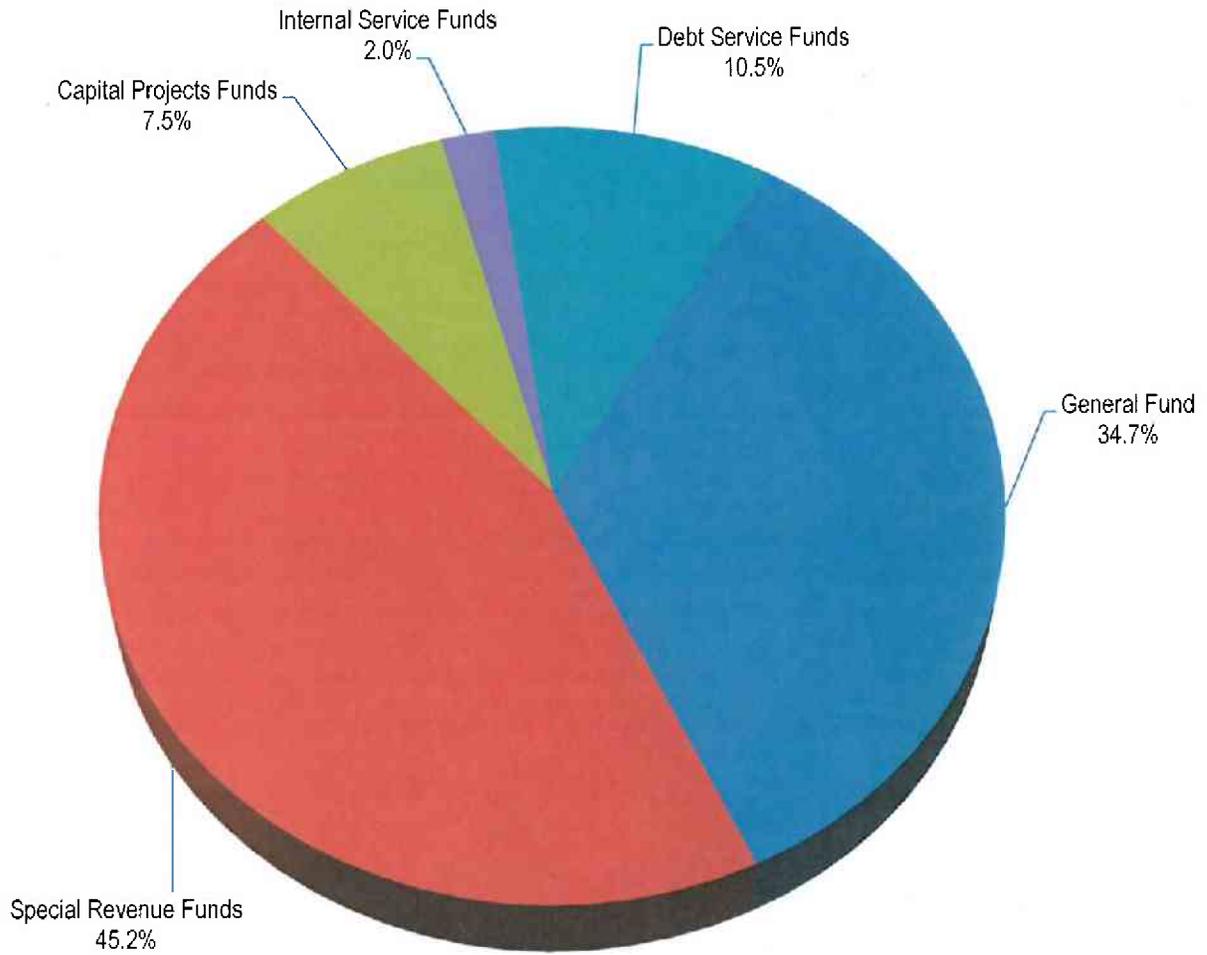


General Fund	\$13,672,355
Special Revenue Funds	37,382,295
Capital Projects Funds	19,460,095
Internal Service Funds	1,217,250
Debt Service Funds	<u>4,220,595</u>
Total	\$75,952,590



# EXPENDITURES BY FUND

## 2014-2015



General Fund	\$13,920,630
Special Revenue Funds	18,141,225
Capital Projects Funds	2,993,095
Internal Service Funds	820,395
Debt Service Funds	<u>4,220,610</u>
Total	\$40,095,955



# Expenditures By Fund

Dept#	Fund Name - Fund No.	2010-2011 Actual (Audited)	2011-2012 Actual (Audited)	2012-2013 Adjusted Budget	2012-2013 Year End Estimate	2013-2014 Adopted Budget	2014-2015 Adopted Budget
<b>GENERAL FUND - 001</b>							
1000	CITY COUNCIL	156,275	130,957	145,900	139,650	160,775	164,040
1200	CITY CLERK	240,898	230,097	277,570	257,300	259,790	297,605
1450	GENERAL GOVERNMENT	3,420,332	1,168,659	2,639,540	2,586,275	700,620	706,190
1600	PERSONNEL	68,328	66,149	71,775	65,855	70,975	72,625
1700	FINANCE	452,617	470,718	496,065	457,095	497,425	527,375
2000	POLICE DEPARTMENT	6,493,141	6,856,030	7,324,840	7,271,890	7,492,695	7,753,580
2200	ANIMAL CONTROL	361,278	390,641	432,550	400,100	408,050	446,215
3100	PUBLIC WORKS	3,097,991	1,508,004	2,003,760	2,351,540	-	-
3200	ENGINEERING	714,295	639,807	608,435	513,290	449,325	452,325
4100	PLANNING	547,467	784,117	836,900	668,670	1,004,730	788,020
4200	PUBLIC SERVICES	335,272	391,218	436,040	403,640	495,395	451,980
4500	BUILDING & SAFETY	343,562	420,246	411,220	302,820	416,910	536,185
4600	CODE ENFORCEMENT	308,988	331,264	386,150	359,755	383,780	386,610
6000	PARKS	963,111	953,552	1,081,670	1,007,630	1,124,730	1,116,840
6010	GRAFFITI	109,230	94,689	111,405	104,405	106,925	109,360
6020	COMMUNITY VOLUNTEER SERVICES	49,219	64,682	58,255	57,055	91,380	103,180
6100	TRAILS	4,510	100	15,400	400	8,850	8,500
	<b>TOTAL GENERAL FUND</b>	<b>17,666,514</b>	<b>14,500,928</b>	<b>17,337,475</b>	<b>16,947,370</b>	<b>13,672,355</b>	<b>13,920,630</b>
<b>TRAFFIC SAFETY - 002</b>							
8200	TRAFFIC SAFETY	197,994	207,943	368,400	256,400	191,500	463,000
	<b>TOTAL TRAFFIC SAFETY</b>	<b>197,994</b>	<b>207,943</b>	<b>368,400</b>	<b>256,400</b>	<b>191,500</b>	<b>463,000</b>
<b>ARTICLE 8 - 003</b>							
8300	ARTICLE 8	-	-	-	-	-	-
	<b>TOTAL ARTICLE 8</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>GAS TAX - 004</b>							
8310	GAS TAX	3,097,991	1,520,249	2,003,760	2,351,540	1,568,620	1,590,230
	<b>TOTAL GAS TAX</b>	<b>3,097,991</b>	<b>1,520,249</b>	<b>2,003,760</b>	<b>2,351,540</b>	<b>1,568,620</b>	<b>1,590,230</b>
<b>ARTICLE 3 - 005</b>							
8320	ARTICLE 3	-	-	-	-	411,000	-
	<b>TOTAL ARTICLE 3</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>411,000</b>	<b>-</b>
<b>CDBG - 006</b>							
8400	HOUSING & COMMUNITY DEVELOPMENT	155,879	718,997	511,465	465,465	335,595	733,280
	<b>TOTAL CDBG</b>	<b>155,879</b>	<b>718,997</b>	<b>511,465</b>	<b>465,465</b>	<b>335,595</b>	<b>733,280</b>
<b>DEVELOPMENT IMPACT FEES - 007</b>							
8330	DEVELOPMENT IMPACT FEES	586,067	1,353,576	870,000	1,365,000	3,644,000	95,000
	<b>TOTAL DEVELOPMENT IMPACT FEES</b>	<b>586,067</b>	<b>1,353,576</b>	<b>870,000</b>	<b>1,365,000</b>	<b>3,644,000</b>	<b>95,000</b>
<b>DEVELOPER FEES - 008</b>							
8340	DEVELOPER FEES	106,987	17,056	26,195	100,195	25,625	305,270
	<b>TOTAL DEVELOPER FEES</b>	<b>106,987</b>	<b>17,056</b>	<b>26,195</b>	<b>100,195</b>	<b>25,625</b>	<b>305,270</b>

## Expenditures By Fund

Dept#	Fund Name - Fund No.	2010-2011 Actual (Audited)	2011-2012 Actual (Audited)	2012-2013 Adjusted Budget	2012-2013 Year End Estimate	2013-2014 Adopted Budget	2014-2015 Adopted Budget
<b>OCJP - 009</b>							
8410	OCJP	-	-	-	-	-	-
	<b>TOTAL OCJP</b>	-	-	-	-	-	-
<b>CAPITAL IMPROVEMENTS - 010</b>							
3830	FACILITIES CONSTRUCTION	-	-	-	-	-	-
3840	PARKS CONSTRUCTION	-	-	-	-	-	-
3850	HUD SPECIAL PURPOSE/PROJECTS	-	-	-	-	-	-
	<b>TOTAL CAPITAL IMPROVEMENTS</b>	-	-	-	-	-	-
<b>OFFICE OF TRAFFIC SAFETY - 011</b>							
8420	OFFICE OF TRAFFIC SAFETY	26,543	4,355	-	-	-	-
	<b>TOTAL OFFICE OF TRAFFIC SAFETY</b>	26,543	4,355	-	-	-	-
<b>LANDSCAPE MAINTENANCE DISTRICT - 012</b>							
8500	LANDSCAPE MAINTENANCE DISTRICT	184,177	215,230	220,100	219,400	250,580	248,080
	<b>TOTAL LANDSCAPE MAINTENANCE DISTRICT</b>	184,177	215,230	220,100	219,400	250,580	248,080
<b>STREET LIGHT DISTRICT - 013</b>							
8510	STREET LIGHT DISTRICT	527,074	517,827	571,600	543,600	602,000	571,800
	<b>TOTAL STREET LIGHT DISTRICT</b>	527,074	517,827	571,600	543,600	602,000	571,800
<b>COMMUNITY FACILITIES DISTRICTS - 014</b>							
8520	COMMUNITY FACILITIES DISTRICTS	3,255	6,665	5,600	10,600	10,600	10,600
	<b>TOTAL COMMUNITY FACILITIES DISTRICTS</b>	3,255	6,665	5,600	10,600	10,600	10,600
<b>COMMUNITY TRAILS DISTRICT - 015</b>							
8530	COMMUNITY TRAILS DISTRICT	8,026	5,852	16,700	11,250	19,800	19,850
	<b>TOTAL COMMUNITY TRAILS DISTRICT</b>	8,026	5,852	16,700	11,250	19,800	19,850
<b>PARKS MAINTENANCE DISTRICT - 016</b>							
8540	PARKS MAINTENANCE DISTRICT	89,733	82,640	94,470	91,620	99,520	97,220
	<b>TOTAL PARKS MAINTENANCE DISTRICT</b>	89,733	82,640	94,470	91,620	99,520	97,220
<b>MEASURE I - 017</b>							
8350	MEASURE I	18,315	86,582	3,449,000	1,864,000	1,194,000	1,975,000
	<b>TOTAL MEASURE I</b>	18,315	86,582	3,449,000	1,864,000	1,194,000	1,975,000
<b>FEMA - 018</b>							
8600	FEMA	1,762,409	88,068	-	32,375	-	-
	<b>TOTAL FEMA</b>	1,762,409	88,068	-	32,375	-	-
<b>JOB TRAINING PARTNERSHIP ACT - 019</b>							
8430	SYETP	-	-	-	-	-	-
	<b>TOTAL JTPA</b>	-	-	-	-	-	-

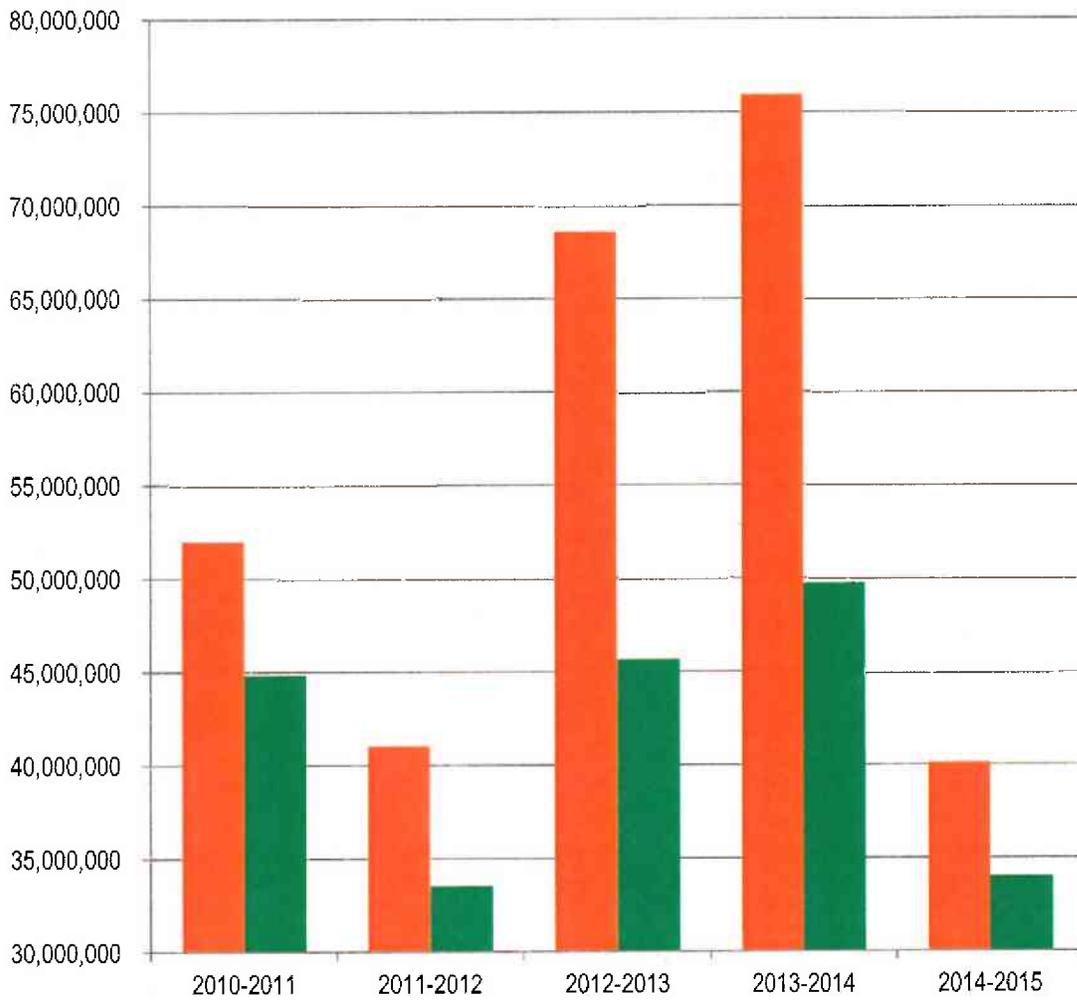
# Expenditures By Fund

Dept#	Fund Name - Fund No.	2010-2011 Actual (Audited)	2011-2012 Actual (Audited)	2012-2013 Adjusted Budget	2012-2013 Year End Estimate	2013-2014 Adopted Budget	2014-2015 Adopted Budget
<b>AIR QUALITY MANAGEMENT DISTRICT - 020</b>							
8440	AB 2766	9,900	31,660	249,000	25,000	45,000	217,000
	<b>TOTAL AIR QUALITY MANAGEMENT DISTRICT</b>	<b>9,900</b>	<b>31,660</b>	<b>249,000</b>	<b>25,000</b>	<b>45,000</b>	<b>217,000</b>
<b>COPS - 021</b>							
8450	AB 3229	100,095	100,067	100,000	100,500	100,500	100,500
	<b>TOTAL COPS</b>	<b>100,095</b>	<b>100,067</b>	<b>100,000</b>	<b>100,500</b>	<b>100,500</b>	<b>100,500</b>
<b>AFTER SCHOOL PROGRAM - 022</b>							
8460	AFTER SCHOOL PROGRAM	-	-	-	-	-	-
	<b>TOTAL AFTER SCHOOL PROGRAM</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>GENERAL CAPITAL FINANCING - 023</b>							
3890	CAPITAL CONSTRUCTION	290,966	654,423	2,290,870	2,083,870	1,164,650	1,081,500
	<b>TOTAL GENERAL CAPITAL FINANCING</b>	<b>290,966</b>	<b>654,423</b>	<b>2,290,870</b>	<b>2,083,870</b>	<b>1,164,650</b>	<b>1,081,500</b>
<b>STREET/STORM DRAIN MAINTENANCE DISTRICT - 024</b>							
8470	STREET/STORM DRAIN MAINTENANCE DISTRICT	3,161	1,055	19,500	19,500	19,200	19,500
	<b>TOTAL STREET/STORM DRAIN MAINT. DISTRICT</b>	<b>3,161</b>	<b>1,055</b>	<b>19,500</b>	<b>19,500</b>	<b>19,200</b>	<b>19,500</b>
<b>DEBT SERVICE - 025</b>							
9000	DEBT SERVICE	-	-	-	-	-	-
	<b>TOTAL DEBT SERVICE</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>JUSTICE ASSISTANCE GRANT - 026</b>							
8480	JUSTICE ASSISTANCE GRANT	69,660	21,441	-	30,000	18,000	18,000
	<b>TOTAL JUSTICE ASSISTANCE GRANT</b>	<b>69,660</b>	<b>21,441</b>	<b>-</b>	<b>30,000</b>	<b>18,000</b>	<b>18,000</b>
<b>GRANTS FUND - 027</b>							
8490	MISCELLANEOUS GRANTS	2,863,172	1,085,368	3,107,865	2,691,865	6,836,000	1,964,000
	<b>TOTAL GRANTS FUND</b>	<b>2,863,172</b>	<b>1,085,368</b>	<b>3,107,865</b>	<b>2,691,865</b>	<b>6,836,000</b>	<b>1,964,000</b>
<b>PARAMEDIC DEPARTMENT - 028</b>							
2050	PARAMEDIC DEPARTMENT	911,587	896,420	1,367,410	1,096,700	1,428,230	1,460,845
	<b>TOTAL PARAMEDIC DEPARTMENT</b>	<b>911,587</b>	<b>896,420</b>	<b>1,367,410</b>	<b>1,096,700</b>	<b>1,428,230</b>	<b>1,460,845</b>
<b>FIRE DEPARTMENT - 029</b>							
2100	FIRE DEPARTMENT	2,502,426	3,287,117	3,157,465	2,848,065	3,487,045	3,574,185
	<b>TOTAL FIRE DEPARTMENT</b>	<b>2,502,426</b>	<b>3,287,117</b>	<b>3,157,465</b>	<b>2,848,065</b>	<b>3,487,045</b>	<b>3,574,185</b>
<b>MAJOR GRANTS FUND - 030</b>							
8495	MAJOR GRANTS	-	5,252,726	16,228,000	10,160,000	12,835,000	444,000
	<b>TOTAL MAJOR GRANTS FUND</b>	<b>-</b>	<b>5,252,726</b>	<b>16,228,000</b>	<b>10,160,000</b>	<b>12,835,000</b>	<b>444,000</b>

## Expenditures By Fund

Dept#	Fund Name - Fund No.	2010-2011 Actual (Audited)	2011-2012 Actual (Audited)	2012-2013 Adjusted Budget	2012-2013 Year End Estimate	2013-2014 Adopted Budget	2014-2015 Adopted Budget
<b>INSURANCE - 041</b>							
9500	GENERAL LIABILITY	430,815	416,373	549,175	549,175	959,270	560,695
	<b>TOTAL INSURANCE</b>	<b>430,815</b>	<b>416,373</b>	<b>549,175</b>	<b>549,175</b>	<b>959,270</b>	<b>560,695</b>
<b>GENERAL SERVICES - 042</b>							
9510	BUILDING SERVICES	179,599	178,829	374,050	328,025	257,980	259,700
	<b>TOTAL GENERAL SERVICES</b>	<b>179,599</b>	<b>178,829</b>	<b>374,050</b>	<b>328,025</b>	<b>257,980</b>	<b>259,700</b>
<b>HOUSING AUTHORITY - 070</b>							
7000	HOUSING AUTHORITY	-	45,000	-	6,000	23,530	23,855
	<b>TOTAL HOUSING AUTHORITY</b>	<b>-</b>	<b>45,000</b>	<b>-</b>	<b>6,000</b>	<b>23,530</b>	<b>23,855</b>
<b>RDA - 080, 081, 083 &amp; 086</b>							
8000	RDA CAPITAL PROJECTS	11,053,375	1,460,626	5,617,480	-	-	-
8010	RDA LOW/MODERATE INCOME HOUSING	2,171,633	606,349	2,476,780	-	-	-
8030	RDA DEBT SERVICE	6,918,774	3,860,657	7,106,010	-	-	-
8060	RDA CAPITAL PROJECTS	46,037	3,500	470,000	-	-	-
	<b>TOTAL REDEVELOPMENT AGENCY (RDA)</b>	<b>20,189,818</b>	<b>5,931,132</b>	<b>15,670,250</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>SARDA - 082, 087, 088 &amp; 089</b>							
8020	SARDA RPTTF	-	-	-	2,991,600	4,220,595	4,220,610
8070	SARDA BOND PROCEEDS	-	2,160,222	-	575,000	18,284,845	1,900,995
8080	SARDA LOW/MODERATE INCOME HOUSING	-	103,503	-	3,068,085	26,955	-
8090	SARDA DEBT SERVICE	-	1,545,337	-	17,774,775	4,220,595	4,220,610
	<b>TOTAL SUCCESSOR AGENCY TO THE RDA (SARDA)</b>	<b>-</b>	<b>3,809,062</b>	<b>-</b>	<b>24,409,460</b>	<b>26,752,990</b>	<b>10,342,215</b>
<b>TOTAL EXPENDITURES BY FUND</b>		<b>51,982,163</b>	<b>41,036,642</b>	<b>68,588,350</b>	<b>68,606,975</b>	<b>75,952,590</b>	<b>40,095,955</b>

# REVENUES vs. EXPENDITURES HISTORY

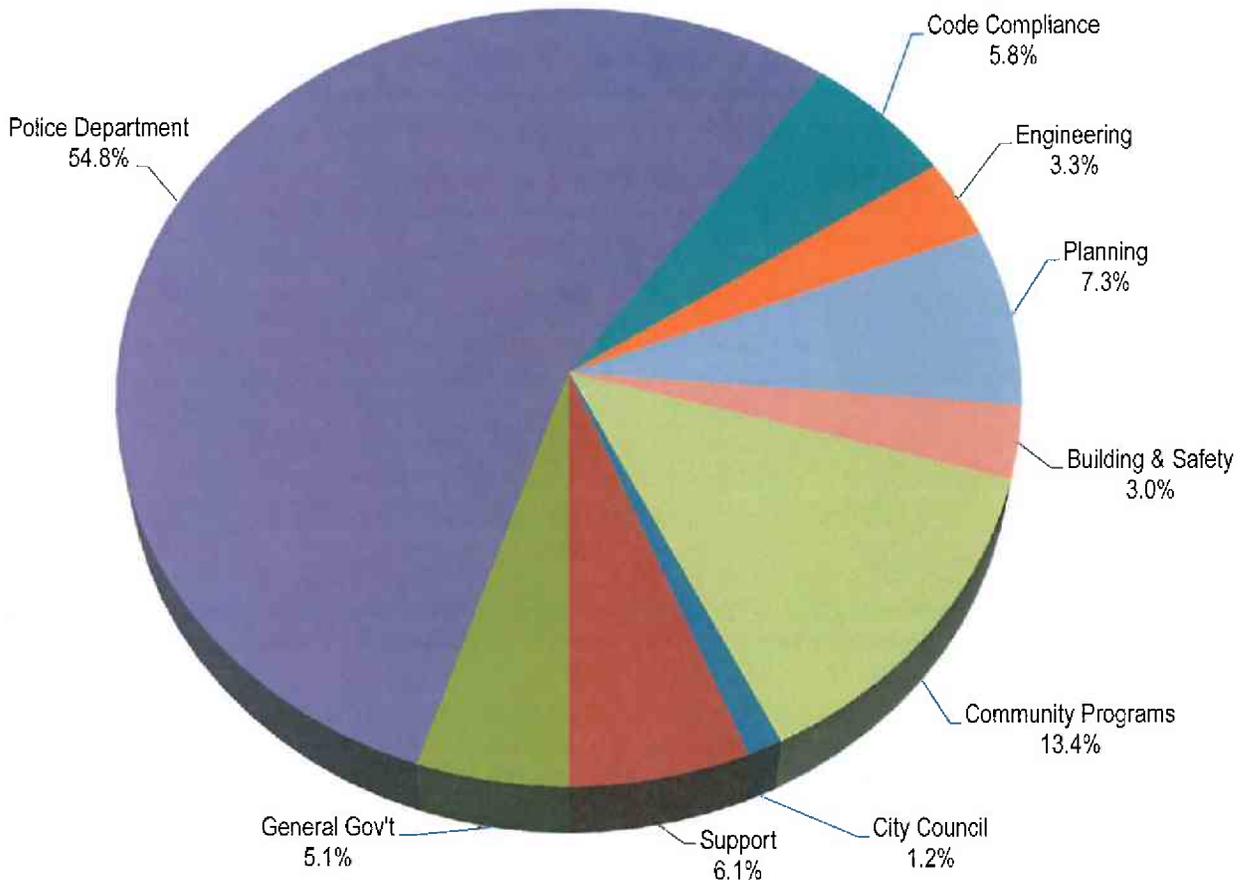


	Revenues	Expenditures
2010-2011	\$44,808,603	\$51,982,163
2011-2012	\$33,520,227	\$41,036,642
2012-2013	\$45,670,119	\$68,606,975
2013-2014	\$49,736,780	\$75,952,590
2014-2015	\$34,007,870	\$40,095,955



# GENERAL FUND EXPENDITURES

2013-2014

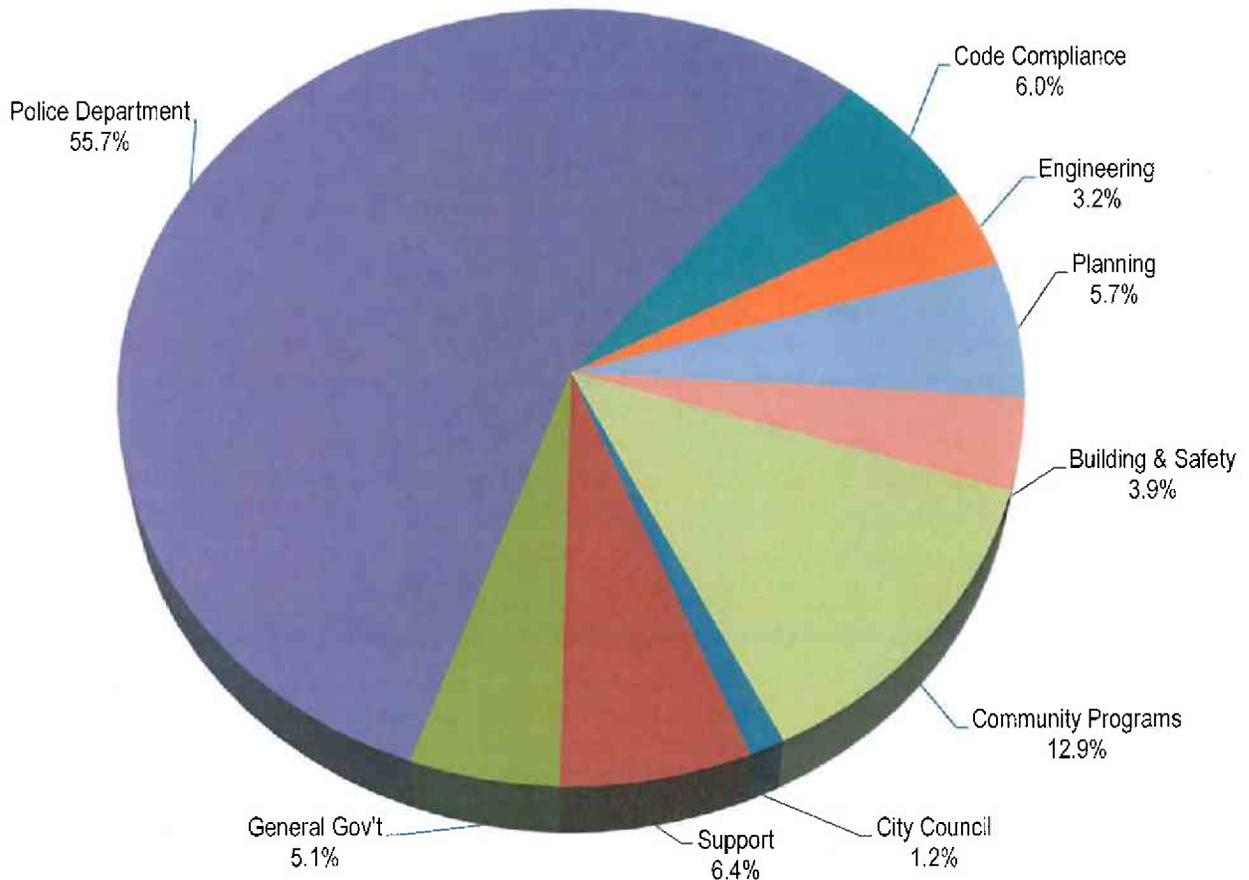


City Council	\$ 160,775
Support	828,190
General Government	700,620
Police Department	7,492,695
Code Compliance	791,830
Engineering	449,325
Planning	1,004,730
Building & Safety	416,910
Community Programs	<u>1,827,280</u>
<b>Total</b>	<b>\$13,672,355</b>



# GENERAL FUND EXPENDITURES

## 2014-2015



City Council	\$ 164,040
Support	897,605
General Government	706,190
Police Department	7,753,580
Code Compliance	832,825
Engineering	452,325
Planning	788,020
Building & Safety	536,185
Community Programs	<u>1,789,860</u>
Total	\$13,920,630





## 2014/2015 Salaries By Department

Position	City Council	City Clerk	General Government	Personnel	Finance	Engineering	Planning	Public Services	Building & Safety	Code Enforcement	Parks	Graffiti	Community Volunteer Services	Gas Tax	COE6	Records Mgmt	General Liability	Building Services	Housing Authority	SAFEDA Bond Proc	2014-2015 Total Salaries	
City Council-100%	9,600		14,850	1,600	1,700	3,200	4,100	4,200	4,800	4,600	5,000	6,800	6,800	9,500	8,400	5,300	9,500	9,500	7,000	9,800	9,800	
City Council-100%	9,600																				9,600	9,600
City Council-100%	9,600																				9,600	9,600
City Council-100%	9,600																				9,600	9,600
City Manager-42.5%-2.5%-15%			14,850																		125,700	125,700
Director of Admin. Services-15%-15%-5%-2.5%-15%			20,265	20,265	70,028																135,100	135,100
Senior Accountant-5%-5%-85%-5%			3,665	3,665	62,365																73,300	73,300
Accounting Technician-100%					48,500																48,500	48,500
Accounting Assistant II-100%					43,500																43,500	43,500
Accounting Assistant I-100%					39,500																39,500	39,500
Finance Intern-100%		87,500																			87,500	87,500
City Clerk-55%-5%		42,200																			42,200	42,200
Administrative Assistant I-100%			42,700																		42,700	42,700
Administrative Assistant II-50%-10%			45,900	5,110																	45,900	45,900
Administrative Analyst-100%			67,400																		67,400	67,400
City Engineer-Public Works Director-35%-35%-30%						47,287															47,287	47,287
Asst. Public Works Director-80%-20%																					40,530	40,530
Public Works Maint-5%-85%-10%											4,790										29,500	29,500
Maintenance Worker-50%-50%																					20,250	20,250
Senior Maintenance Worker-100%											61,200										61,200	61,200
Maintenance Worker-100%																					38,200	38,200
Maintenance Worker II-100%											44,500										44,500	44,500
Maintenance Worker I-100%												4,050									4,050	4,050
Administrative Assistant II-100%																					29,325	29,325
Senior Engineer-30%-35%-35%								80,700													80,700	80,700
Public Services Manager-100%								63,400													63,400	63,400
Public Services Coordinator-100%													33,900								33,900	33,900
Volunteer Coordinator-100%																					12,200	12,200
Public Services Intern-100%																					12,200	12,200
Comm. Dir. Director-90%-5%-5%							121,850														121,850	121,850
Comm. Dir. Director-90%-5%-5%									8,795	6,755											8,795	8,795
City Planner-100%																					96,300	96,300
Associate Planner-100%																					52,455	52,455
Planning Intern-100%																					20,175	20,175
Administrative Assistant II-100%																					73,300	73,300
Building Official-55%-5%																					48,900	48,900
Permit Technician-100%																					51,100	51,100
Records Management Intern-100%																					48,950	48,950
Records Management Intern-100%																					48,900	48,900
Senior Code Enforcement Officer-25%-75%										15,800											15,800	15,800
Code Compliance Officer-100%										55,200											55,200	55,200
Code Compliance Officer-100%										27,600											27,600	27,600
Administrative Assistant I-60%-40%																					19,500	19,500
<b>TOTAL SALARIES BY DEPARTMENT</b>	<b>48,000</b>	<b>129,700</b>	<b>322,000</b>	<b>20,040</b>	<b>262,833</b>	<b>47,237</b>	<b>443,845</b>	<b>150,280</b>	<b>105,285</b>	<b>192,853</b>	<b>104,540</b>	<b>64,500</b>	<b>33,300</b>	<b>381,750</b>	<b>85,425</b>	<b>2,400</b>	<b>54,855</b>	<b>35,250</b>	<b>9,970</b>	<b>64,000</b>	<b>2,650,005</b>	

Totals by Fund:	Salaries
General Fund	1,911,367
Public Works (Gas Tax)	961,762
Housing Community Dev. (COB6)	96,325
Records Management	74,400
General Liability (Insurance)	54,895
Building Services	39,955
Housing Authority	8,070
Successor Agency to the RDA	64,030
<b>TOTAL</b>	<b>2,550,806</b>

\*This spreadsheet does not include Over-time.  
 \*All positions budgeted at E-step (Highest)

# 2013/2014 Capital Outlay

Acct #	Description	016-8540 Parks Maint. Dist.	023-3890 Capital Construction
6040	Skidsteer/Trailer & attachments		60,000
6040	Pressure Washer Unit	5,150	5,150
6040	Automated License Plate Readers-4 intersections		252,000
	<b>TOTAL CAPITAL OUTLAY 2013/2014</b>	<b>5,150</b>	<b>317,150</b>
			<b>322,300</b>

# 2014/2015 Capital Outlay

Acct #	Description	023-3890 Capital Construction
6040	Automated License Plate Readers-4 intersections	252,000
	<b>TOTAL CAPITAL OUTLAY 2014/2015</b>	<b>252,000</b>
		<b>252,000</b>

**Capital Outlay Accounts:**

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



# 2013/2014 Capital Projects

Acct #	Description	005-8320 Article III	006-8400 HCD	007-8330 Development Impact Fees	017-8350 Measures I	023-3890 Capital Construction	027-8490 Misc. Grants	030-8495 Major Grants	041-9500 Insurance	087-8070 SARDA Bond Proceeds	Total
6533	5th Street Widening (Victoria Ave to Palm Ave.) Ph I	132,000		967,000			1,169,000			1,402,000	3,670,000
6545	Church Street Sidewalk Project	102,000								8,000	120,000
6545	City-Wide ADA Improvements	71,000								9,000	80,000
6545	Palm Avenue Sidewalk Project	74,000			219,000						293,000
6530	Olive Street Improvements		171,000								171,000
6813	Greenspot Road Bridge			1,000,000			1,000,000	7,941,000		3,537,000	13,478,000
6533	Greenspot Road Widening (SR 210 to Boulder Ave)			1,575,000			1,575,000			3,885,000	7,035,000
6530	Greenspot Road Bikeway				68,000		609,000				677,000
6530	9th Street Safety Improvements				787,000			453,000			1,240,000
6545	City-Wide Sidewalk Repair					124,000			124,000	673,000	921,000
6816	City Creek Levee Trails					5,000	34,000				39,000
6600	Bledsoe Creek Storm Drain Repairs								218,000		218,000
6600	Elder Creek EHR HOA Basin Access Road								65,000		65,000
6816	Natural Parkland & Trail (Base Line/Tuolumne)						81,000			1,084,000	1,165,000
6530	Cunningham/Hillview/Bruce/Crest St Improvements						55,000				55,000
6530	Palm Ave Street Improvements						625,000				625,000
6550	Victoria Ave/5th St. Emergency Vehicle Pre-Emption						90,000				90,000
6600	2010 Storm Repairs (Emergency Opening)							388,000			388,000
6600	2010 Storm Repairs (Permanent Restoration)							339,000			339,000
6600	Highland Avenue Debris Wall							613,000			613,000
6530	McKinley Street Sidewalk/Crosswalk							610,000		68,000	678,000
6530	9th Street Sidewalk							470,000		57,000	527,000
6530	Base Line Safety Improvements							665,000		576,000	1,241,000
6811	Base Line Safety Improvements-ROW							19,000		16,000	35,000
6600	Sterling Ave Storm Drain Extension									1,408,000	1,408,000
6813	City Creek Crossing at Alabama									1,000,000	1,000,000
6600	3rd Street/5th Street/Palm Avenue Storm Drain									3,722,000	3,722,000
6600	Victoria Avenue Storm Drain									350,000	350,000
<b>TOTAL CAPITAL PROJECTS</b>		<b>379,000</b>	<b>171,000</b>	<b>3,542,000</b>	<b>1,074,000</b>	<b>129,000</b>	<b>5,236,000</b>	<b>11,498,000</b>	<b>407,000</b>	<b>17,813,000</b>	<b>40,291,000</b>

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

## 2014/2015 Capital Projects

Acct #	Description	002-8200 Traffic Safety	006-8400 MCD	007-8330 Development Impact Fees	008-8340 Developer In- lieu Fees	017-8350 Measure I	020-8440 AQMD	023-3880 Capital Construction	027-8490 Misc. Grants	030-8495 Major Grants	087-8070 SARDA Bond Proceeds	Total
6550	Traffic Safety Device Improvements	184,000										184,000
6550	Reflectivity Sign Replacement Program	53,000										53,000
6530	CDBG Area Pavement Rehabilitation		520,000			150,000						670,000
6811	SR 270/Base Line Interchange Widening			14,000				77,000	127,000			218,000
6550	Greenslot Road/Weaver Street Signal				48,000		155,000					203,000
6550	Base Line/Streater Signal				203,000							203,000
6530	City-Wide Overlay					865,000						865,000
6530	City-Wide Crack Seal					80,000						80,000
6530	City-Wide Slurry Seal					313,000						313,000
6530	East Highland Village Street Improvements					286,000						286,000
6545	16th Street Sidewalk Improvements								414,000		46,000	460,000
6530	10th Street/Drummond/Cole/14th Street/Sidewalk Repairs								413,000		46,000	459,000
6811	Base Line Bridge-ROW									444,000		444,000
6600	Carriage Hills Storm Drain											230,000
6600	Highland Avenue Storm Drain Extension											285,000
6530	Palm Avenue Improvements (Historic District)											899,000
6811	Palm Avenue Improvements (Historic District) ROW										57,000	57,000
<b>TOTAL CAPITAL PROJECTS</b>		<b>237,000</b>	<b>520,000</b>	<b>14,000</b>	<b>251,000</b>	<b>1,694,000</b>	<b>155,000</b>	<b>77,000</b>	<b>954,000</b>	<b>444,000</b>	<b>1,620,000</b>	<b>5,966,000</b>

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

**CITY OF HIGHLAND REDEVELOPMENT AGENCY  
2007 TAX ALLOCATION REVENUE BONDS  
DEBT SERVICE SCHEDULE**

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

The Successor Agency to the Redevelopment Agency (SARDA) will oversee the debt service payments of the former RDA.

**CITY OF HIGHLAND REDEVELOPMENT AGENCY  
2004 TAX ALLOCATION REVENUE BONDS-SERIES A  
DEBT SERVICE SCHEDULE**

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

The Successor Agency to the Redevelopment Agency (SARDA) will oversee the debt service payments of the former RDA.

**CITY OF HIGHLAND REDEVELOPMENT AGENCY  
2004 TAX ALLOCATION REVENUE BONDS-SERIES B  
DEBT SERVICE SCHEDULE**

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

The Successor Agency to the Redevelopment Agency (SARDA) will oversee the debt service payments of the former RDA.

**CITY OF HIGHLAND CFD NO. 2001-1  
SPECIAL TAX BONDS-SERIES 2011  
DEBT SERVICE SCHEDULE**

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)  
DEBT SERVICE SCHEDULE**

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
	<u>7,180,000.00</u>	<u>2,792,304.39</u>	<u>9,972,304.39</u>	<u>9,972,304.39</u>

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

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

# CITY COUNCIL

## **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.

## **Full-Time Equivalents:**

Mayor	1.000	
Mayor Pro-Tem	1.000	
Councilmember	1.000	
Councilmember	1.000	
Councilmember	1.000	Total FTE 5.000

\*All five (5) Councilmembers are considered employees for W-2 purposes only. Therefore, they are not included in the FTE computation on page 13.

## **Accomplishments:**

1. Maintained a sound fiscal base and approved a balanced budget.
2. Opened the newly constructed Boulder Bridge.
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. Completed construction of a new Police Station and Memorial Park.

## **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. Initiate construction of the new Fire Station.

## City Council

Acct #	General Fund-001 City Council-1000	2010-2011 Actual (Audited)	2011-2012 Actual (Audited)	2012-2013 Adjusted Budget	2012-2013 Year End Estimate	2013-2014 Adopted Budget	2014-2015 Adopted Budget
<b>SALARIES &amp; WAGES:</b>							
3010	SALARIES	39,491	88,348	39,500	39,500	48,000	48,000
	<b>TOTAL SALARIES &amp; WAGES</b>	<b>39,491</b>	<b>88,348</b>	<b>39,500</b>	<b>39,500</b>	<b>48,000</b>	<b>48,000</b>
<b>BENEFITS:</b>							
3510	CAFETERIA PLAN	50,384	-	51,000	51,000	60,000	63,000
3530	MEDICARE & SOCIAL SECURITY	6,541	6,643	3,025	3,025	4,550	4,590
	<b>TOTAL BENEFITS</b>	<b>56,925</b>	<b>6,643</b>	<b>54,025</b>	<b>54,025</b>	<b>64,550</b>	<b>67,590</b>
<b>OPERATIONS &amp; MATERIALS:</b>							
4200	OFFICE SUPPLIES	4,489	5,748	5,750	5,000	5,750	5,750
4210	POSTAGE	161	919	500	500	500	500
4305	PUBLICATIONS & NEWSLETTERS	-	-	-	-	-	-
4310	DUES & SUBSCRIPTIONS	23,389	19,183	24,125	24,125	24,475	24,700
4320	TRAVEL & CONFERENCE	4,316	2,445	10,500	5,000	8,000	8,000
4330	TRAINING	1,627	886	2,500	2,500	2,500	2,500
4332	MILEAGE REIMBURSEMENT	341	143	500	500	500	500
4336	COMMUNITY EVENTS	410	2,574	3,500	3,500	2,000	2,000
4346	LAFCO FEES	4,540	4,068	5,000	5,000	4,500	4,500
	<b>TOTAL OPERATIONS &amp; MATERIALS</b>	<b>39,273</b>	<b>35,966</b>	<b>52,375</b>	<b>46,125</b>	<b>48,225</b>	<b>48,450</b>
<b>CAPITAL OUTLAY:</b>							
6040	EQUIPMENT	20,586	-	-	-	-	-
	<b>TOTAL CAPITAL OUTLAY</b>	<b>20,586</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>TOTAL CITY COUNCIL</b>		<b>156,275</b>	<b>130,957</b>	<b>145,900</b>	<b>139,650</b>	<b>160,775</b>	<b>164,040</b>



# CITY CLERK

## 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 Equivalent:**

City Clerk 0.950  
Administrative Assistant I 1,000 Total FTE 1.950

**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 11th General Municipal Election held in November, 2012.
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 & 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:**

	<u>2010-2011</u>	<u>2011-2012</u>	<u>2012-2013</u>	<u>2013-2014</u>	<u>2014-2015</u>
Agendas/Minutes	85	85	85	85	85
Document Recordation	365	365	650	650	400
FPPC Forms	200	200	200	200	200
Notary Public	250	250	250	250	250
Ordinances	11	7	9	10	10
Proclamations/Awards	300	300	300	300	300
Public Records Requests	50	50	50	50	50
Resolutions	45	57	45	45	45
Staff Reports	150	150	150	150	150

# City Clerk

Acct #	General Fund-001 City Clerk-1200	2010-2011 Actual (Audited)	2011-2012 Actual (Audited)	2012-2013 Adjusted Budget	2012-2013 Year End Estimate	2013-2014 Adopted Budget	2014-2015 Adopted Budget
<b>SALARIES &amp; WAGES:</b>							
3010	SALARIES	102,730	119,895	124,770	115,000	127,280	129,790
3040	OVERTIME	-	-	-	-	-	-
3050	COMPENSATORY TIME	352	477	-	-	-	-
3100	SICK LEAVE	1,074	1,826	-	-	-	-
3110	HOLIDAY	5,271	6,580	-	-	-	-
3120	VACATION	2,090	4,772	-	-	-	-
3125	MANAGEMENT LEAVE	2,750	3,252	-	-	-	-
	<b>TOTAL SALARIES &amp; WAGES</b>	<b>114,268</b>	<b>136,803</b>	<b>124,770</b>	<b>115,000</b>	<b>127,280</b>	<b>129,790</b>
<b>BENEFITS:</b>							
3510	CAFETERIA PLAN	18,509	-	22,230	22,230	23,400	24,570
3530	MEDICARE & SOCIAL SECURITY	1,951	2,054	1,815	1,815	1,850	1,885
3560	PERS-RETIREMENT	25,449	27,304	27,455	27,455	28,510	30,115
3590	LIFE INSURANCE	378	390	415	415	420	430
	<b>TOTAL BENEFITS</b>	<b>46,287</b>	<b>29,749</b>	<b>51,915</b>	<b>51,915</b>	<b>54,180</b>	<b>57,000</b>
<b>OPERATIONS &amp; MATERIALS:</b>							
4080	BUILDING SERVICES DEPARTMENT CHARGE	8,396	9,048	-	-	-	-
4199	INSURANCE DEPARTMENT CHARGE	12,690	13,105	16,890	16,890	13,330	13,815
4200	OFFICE SUPPLIES	2,429	1,530	3,000	2,000	5,000	3,000
4203	EQUIPMENT/FURNITURE	-	-	-	-	-	-
4210	POSTAGE	282	349	650	650	650	650
4245	EQUIPMENT MAINTENANCE	-	-	2,000	2,000	500	500
4255	SOFTWARE SUPPORT	5,600	5,600	9,500	5,000	9,500	9,500
4300	ADVERTISING	20,430	21,681	20,000	15,000	20,000	20,000
4310	DUES & SUBSCRIPTIONS	583	894	1,375	1,375	1,650	1,650
4320	TRAVEL & CONFERENCE	1,052	-	-	-	-	-
4330	TRAINING	276	168	270	270	-	-
4332	MILEAGE REIMBURSEMENT	412	695	700	700	700	700
4335	ELECTIONS	15,966	117	30,000	30,000	1,000	35,000
	<b>TOTAL OPERATIONS &amp; MATERIALS</b>	<b>68,115</b>	<b>53,186</b>	<b>84,385</b>	<b>73,885</b>	<b>52,330</b>	<b>84,815</b>
<b>CONTRACTUAL SERVICES:</b>							
4506	CONTRACT SERVICES-SB COUNTY RECORDER	4,314	4,386	8,000	8,000	10,000	10,000
4535	CONTRACT SERVICES-PERSONNEL	-	-	-	-	-	-
4625	CONTRACT SERVICES-CODIFICATION	4,071	1,517	5,000	5,000	7,000	7,000
4626	CONTRACT SERVICES-RECORDS MANAGEMENT	3,842	4,456	3,500	3,500	9,000	9,000
	<b>TOTAL CONTRACTUAL SERVICES</b>	<b>12,228</b>	<b>10,359</b>	<b>16,500</b>	<b>16,500</b>	<b>26,000</b>	<b>26,000</b>
<b>TOTAL CITY CLERK</b>		<b>240,898</b>	<b>230,097</b>	<b>277,570</b>	<b>257,300</b>	<b>259,790</b>	<b>297,605</b>



# GENERAL GOVERNMENT

## 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, information technology and staff support as required by the City Manager and City Council.

## Full-Time Equivalent:

City Manager	0.825	
Director of Administrative Services	0.150	
Senior Accountant	0.050	
Administrative Assistant I	1.000	
Administrative Assistant III	0.900	
Administrative Analyst	1.000	Total FTE 3.925

## 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-third consecutive year.
4. Completed construction of the new Police Station.
5. Continued to expend the grant funding through the Department of Energy to install solar panels on City Hall and the Athletic Center.
6. Updated the City's website.
7. Installed a new sound system in the Council Chambers.
8. Completed the installation of Solar Panels at City Hall and the Athletic Center.

**Goals & Objectives:**

Investigate the ability to accept credit card payments.

Purchase a new vehicle for Citizen's Patrol.

**Performance Measures:**

	<u>2010-2011</u>	<u>2011-2012</u>	<u>2012-2013</u>	<u>2013-2014</u>	<u>2014-2015</u>
Contract Negotiations	1	1	1	1	1
Weekly Reports	52	52	52	52	52

# General Government

Acct #	General Fund-001 General Government-1450	2010-2011 Actual (Audited)	2011-2012 Actual (Audited)	2012-2013 Adjusted Budget	2012-2013 Year End Estimate	2013-2014 Adopted Budget	2014-2015 Adopted Budget
<b>SALARIES &amp; WAGES:</b>							
3010	SALARIES	233,558	287,202	315,265	295,000	317,210	323,475
3040	OVERTIME	53	-	-	-	-	-
3050	COMPENSATORY TIME	533	813	-	-	-	-
3100	SICK LEAVE	3,511	6,216	-	-	-	-
3110	HOLIDAY	11,026	12,074	-	-	-	-
3120	VACATION	10,798	10,347	-	-	-	-
3125	MANAGEMENT LEAVE	2,142	855	-	-	-	-
	<b>TOTAL SALARIES &amp; WAGES</b>	<b>261,621</b>	<b>317,507</b>	<b>315,265</b>	<b>295,000</b>	<b>317,210</b>	<b>323,475</b>
<b>BENEFITS:</b>							
3510	CAFETERIA PLAN	38,527	5,724	45,030	45,030	47,100	49,455
3511	PERS-ADMIN FEE	-	-	-	-	900	900
3530	MEDICARE & SOCIAL SECURITY	4,352	4,829	4,575	4,575	4,600	4,690
3560	PERS-RETIREMENT	58,350	65,089	69,365	69,365	71,050	75,050
3580	DEFERRED COMPENSATION	3,044	3,705	4,675	4,675	4,950	5,115
3590	LIFE INSURANCE	829	880	1,045	1,045	1,050	1,070
3600	AUTO ALLOWANCE	5,182	6,165	7,590	7,590	7,380	7,380
3650	VACATION BUYBACK	17,504	29,087	17,500	17,500	30,000	30,000
3655	SICK LEAVE INCENTIVE	18,419	19,169	16,500	16,500	22,000	22,000
3660	ADMINISTRATIVE LEAVE BUYBACK	15,863	10,365	10,000	10,000	15,000	15,000
3665	COMPENSATORY TIME BUYBACK	274	-	2,000	-	2,000	2,000
	<b>TOTAL BENEFITS</b>	<b>162,345</b>	<b>145,013</b>	<b>178,280</b>	<b>176,280</b>	<b>206,030</b>	<b>212,660</b>
<b>OPERATIONS &amp; MATERIALS:</b>							
4080	BUILDING SERVICES DEPARTMENT CHARGE	19,361	20,873	-	-	-	-
4112	OPERATING TRANSFER OUT-LMD	-	-	20,000	-	-	-
4123	OPERATING TRANSFER OUT-GEN CAPITAL FINANCING	1,975,000	450,000	-	-	-	-
4141	OPERATING TRANSFER OUT-INSURANCE	830,807	-	-	-	-	-
4142	OPERATING TRANSFER OUT-GENERAL SERVICES	-	-	-	-	-	-
4180	OPERATING TRANSFER OUT-RDA CAPITAL PROJECTS	-	1	-	-	-	-
4189	OPERATING TRANSFER OUT-SARDA BOND PROCEEDS	-	-	1,953,040	1,953,040	-	-
4199	INSURANCE DEPARTMENT CHARGE	12,690	13,105	16,890	16,890	13,330	13,815
4200	OFFICE SUPPLIES	595	392	1,500	500	1,000	1,000
4203	EQUIPMENT/FURNITURE	-	-	250	250	250	250
4210	POSTAGE	401	459	800	800	750	750
4310	DUES & SUBSCRIPTIONS	2,199	6,814	2,000	2,000	2,400	2,425
4320	TRAVEL & CONFERENCE	-	280	-	-	-	-
4330	TRAINING	285	145	500	500	500	500
4332	MILEAGE REIMBURSEMENT	-	292	150	150	150	150
4400	MISCELLANEOUS	1	-	-	-	-	-
	<b>TOTAL OPERATIONS &amp; MATERIALS</b>	<b>2,841,338</b>	<b>492,360</b>	<b>1,995,130</b>	<b>1,974,130</b>	<b>18,380</b>	<b>18,890</b>
<b>CONTRACTUAL SERVICES:</b>							
4505	CONTRACT SERVICES-SALES TAX AUDIT	1,800	1,800	2,200	2,200	2,000	2,000
4507	CONTRACT SERVICES-CHAMBER OF COMMERCE	13,365	13,365	13,365	13,365	21,200	13,365
4520	CONTRACT SERVICES-ATTORNEY	86,671	161,955	90,000	80,000	90,000	90,000
4525	CONTRACT SERVICES-AFTER SCHOOL PROGRAM	45,362	35,443	45,300	45,300	45,300	45,300
4535	CONTRACT SERVICES-PERSONNEL	-	-	-	-	500	500
4558	CONTRACT SERVICES-APPRAISALS	7,830	1,216	-	-	-	-
	<b>TOTAL CONTRACTUAL SERVICES</b>	<b>155,028</b>	<b>213,779</b>	<b>150,865</b>	<b>140,865</b>	<b>159,000</b>	<b>151,165</b>
	<b>TOTAL GENERAL GOVERNMENT</b>	<b>3,420,332</b>	<b>1,168,659</b>	<b>2,639,540</b>	<b>2,586,275</b>	<b>700,620</b>	<b>706,190</b>



# PERSONNEL

## **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	0.150	
Senior Accountant	0.050	
Administrative Assistant III	0.100	Total FTE 0.300

## **Accomplishments:**

1. The following recruitments were successfully completed last year to meet the City's personnel needs: Intern.
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 & 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.
4. Implement recommendations consistent with classification and compensation study.

5. Update Personnel Resolution.

**Performance Measures:**

	<u>2010-2011</u>	<u>2011-2012</u>	<u>2012-2013</u>	<u>2013-2014</u>	<u>2014-2015</u>
Recruitments	1	1	1	1	1
Reclassifications	0	0	0	2	0
Applications Received	15	10	0	0	0
Personnel Action Forms	625	625	635	635	640

# Personnel

Acct #	General Fund-001 Personnel-1600	2010-2011 Actual (Audited)	2011-2012 Actual (Audited)	2012-2013 Adjusted Budget	2012-2013 Year End Estimate	2013-2014 Adopted Budget	2014-2015 Adopted Budget
<b>SALARIES &amp; WAGES:</b>							
3010	SALARIES	24,388	25,820	27,920	25,000	28,480	29,040
3040	OVERTIME	6	-	-	-	-	-
3050	COMPENSATORY TIME	103	161	-	-	-	-
3100	SICK LEAVE	231	380	-	-	-	-
3110	HOLIDAY	1,177	1,026	-	-	-	-
3120	VACATION	1,542	1,380	-	-	-	-
3125	MANAGEMENT LEAVE	98	-	-	-	-	-
	<b>TOTAL SALARIES &amp; WAGES</b>	<b>27,546</b>	<b>28,767</b>	<b>27,920</b>	<b>25,000</b>	<b>28,480</b>	<b>29,040</b>
<b>BENEFITS:</b>							
3510	CAFETERIA PLAN	3,085	-	3,420	3,420	3,600	3,780
3530	MEDICARE & SOCIAL SECURITY	471	460	405	405	415	425
3560	PERS-RETIREMENT	6,238	6,445	6,145	6,145	6,380	6,740
3590	LIFE INSURANCE	92	92	95	95	95	100
3600	AUTO ALLOWANCE	542	519	450	450	450	450
	<b>TOTAL BENEFITS</b>	<b>10,429</b>	<b>7,516</b>	<b>10,515</b>	<b>10,515</b>	<b>10,940</b>	<b>11,495</b>
<b>OPERATIONS &amp; MATERIALS:</b>							
4080	BUILDING SERVICES DEPARTMENT CHARGE	1,373	1,483	-	-	-	-
4199	INSURANCE DEPARTMENT CHARGE	12,693	13,105	16,890	16,890	13,330	13,815
4200	OFFICE SUPPLIES	1,403	1,945	750	750	1,600	1,600
4203	EQUIPMENT/FURNITURE	-	-	-	-	-	-
4210	POSTAGE	98	76	200	200	200	200
4235	PHYSICALS/TESTING	608	207	600	600	500	500
4236	LIVESCAN SERVICE FEE	352	32	200	200	200	200
4300	ADVERTISING	1,643	470	4,000	1,000	2,800	2,800
4310	DUES & SUBSCRIPTIONS	543	-	-	-	600	600
4320	TRAVEL & CONFERENCE	-	-	-	-	-	-
4330	TRAINING	55	139	500	500	750	750
	<b>TOTAL OPERATIONS &amp; MATERIALS</b>	<b>18,769</b>	<b>17,456</b>	<b>23,140</b>	<b>20,140</b>	<b>19,980</b>	<b>20,465</b>
<b>CONTRACTUAL SERVICES:</b>							
4536	CONTRACT SERVICES-CLASSIFICATION STUDY	-	-	-	-	-	-
4537	CONTRACT SERVICES-EMPLOYEE ASST. PROGRAM	11,160	10,980	9,900	9,900	11,000	11,000
4554	CONTRACT SERVICES-CONSULTANT	-	1,006	-	-	-	-
4622	CONTRACT SERVICES-SECTION 125 PLAN	425	425	300	300	575	625
	<b>TOTAL CONTRACTUAL SERVICES</b>	<b>11,585</b>	<b>12,411</b>	<b>10,200</b>	<b>10,200</b>	<b>11,575</b>	<b>11,625</b>
	<b>TOTAL PERSONNEL</b>	<b>68,328</b>	<b>66,149</b>	<b>71,775</b>	<b>65,855</b>	<b>70,975</b>	<b>72,625</b>



# FINANCE

## 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 Successor Agency to the Highland Redevelopment Agency (SARDA), the Highland Public Financing Authority, the Highland Housing Authority, Special Assessment Districts and Community Facilities Districts.

## Full-Time Equivalents:

Director of Administrative Services	0.525	
Senior Accountant	0.850	
Accounting Technician I	1.000	
Accounting Assistant II	1.000	
Accounting Assistant I	1.000	Total FTE 4.375

## Accomplishments:

1. The Finance Department produced the City's seventh Biennial Budget which received the Merit in Operational Budgeting given by the California Society of Municipal Finance Officers for fiscal years 2011-2012 and 2012-2013. The City also received the Distinguished Budget award given by the Government Finance Officers Association for fiscal years 2011-2012 and 2012-2013.
2. The 2010-2011 and the 2011-2012 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. Management letter findings for fiscal years 2010-2011 or 2011-2012 were addressed.
4. The Comprehensive Annual Financial Reports for fiscal years ended June 30, 2011 and June 30, 2012, 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 2010-2011 and 2011-2012.

6. Special audits were conducted by independent auditors to review the Measure I Transportation Sales Tax Fund for fiscal years ended June 30, 2011 and 2012; and the Local Transportation Fund Article 3 for compliance for fiscal years ended June 30, 2011 and 2012. There were no findings.
7. An Investment Policy was prepared and adopted for fiscal years 2011-2012 and 2012-2013.
8. The City Fee Study was completed by staff for fiscal year 2012-2013.
9. Physical inventories of all fixed assets were completed by June 30, 2012 and June 30, 2013.
10. A Special audit was conducted on the former RDA funds.

**Goals & 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 financial software.
7. Continuous review of fixed assets inventory.
8. Adopt investment policies for 2013-2014 and 2014-2015.
9. Conduct the City Fee Update Study for fiscal year 2014-2015.
10. Conduct fixed asset inventories by June 30, 2014 and June 30, 2015.
11. Implement new processes that will make staff more efficient.

New goals and objectives:

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

2. Cross-train staff on all functions of the Finance Department.

**Performance Measures:**

	<u>2010-2011</u>	<u>2011-2012</u>	<u>2012-2013</u>	<u>2013-2014</u>	<u>2014-2015</u>
Warrant Registers	24	24	24	24	24
Treasurer's Reports	12	12	12	12	12
Purchase Orders	723	804	800	800	800
Journal Entries	300	324	325	325	325
Budget Adjustments	9	8	12	10	10
Accounts Payable Checks	2,696	2,770	2,750	2,750	2,750
Payroll Checks	147	84	55	55	55
Payroll Direct Deposits	1,165	1,212	1,225	1,225	1,225
Cash Receipts	6,231	6,247	6,250	6,250	6,250
Business Licenses Issued	1,646	3,273	3,300	3,300	3,300
Dog Licenses Issued	2,868	1,906	1,950	2,300	2,100
Preliminary Budget Presented	5/12/2009	5/10/2011	5/10/2011	5/7/2013	5/7/2013
Final Budget Adopted	6/9/2009	6/14/2011	6/14/2011	6/11/2013	6/11/2013
Mid Year Budget Adjustments	n/a	n/a	n/a	1/28/2014	1/27/2015

# Finance

Acct #	General Fund-001 Finance-1700	2010-2011 Actual (Audited)	2011-2012 Actual (Audited)	2012-2013 Adjusted Budget	2012-2013 Year End Estimate	2013-2014 Adopted Budget	2014-2015 Adopted Budget
<b>SALARIES &amp; WAGES:</b>							
3010	SALARIES	188,820	244,965	255,970	225,000	257,680	262,835
3040	OVERTIME	-	-	-	-	-	-
3050	COMPENSATORY TIME	1,914	2,814	-	-	-	-
3100	SICK LEAVE	6,451	3,484	-	-	-	-
3110	HOLIDAY	9,646	9,945	-	-	-	-
3120	VACATION	10,466	9,021	-	-	-	-
3125	MANAGEMENT LEAVE	295	-	-	-	-	-
	<b>TOTAL SALARIES &amp; WAGES</b>	<b>217,591</b>	<b>270,228</b>	<b>255,970</b>	<b>225,000</b>	<b>257,680</b>	<b>262,835</b>
<b>BENEFITS:</b>							
3510	CAFETERIA PLAN	40,104	-	50,160	50,160	52,500	55,125
3530	MEDICARE & SOCIAL SECURITY	3,568	3,796	3,715	3,715	3,740	3,815
3560	PERS-RETIREMENT	48,796	54,267	56,320	56,320	57,715	60,980
3590	LIFE INSURANCE	722	768	845	845	850	870
3600	AUTO ALLOWANCE	1,627	1,698	1,650	1,650	1,575	1,575
	<b>TOTAL BENEFITS</b>	<b>94,817</b>	<b>60,529</b>	<b>112,690</b>	<b>112,690</b>	<b>116,380</b>	<b>122,365</b>
<b>OPERATIONS &amp; MATERIALS:</b>							
4080	BUILDING SERVICES DEPARTMENT CHARGE	18,335	19,772	-	-	-	-
4199	INSURANCE DEPARTMENT CHARGE	12,693	13,105	16,890	16,890	13,330	13,815
4200	OFFICE SUPPLIES	5,696	2,742	8,000	7,000	3,500	5,000
4203	EQUIPMENT/FURNITURE	227	-	250	250	250	250
4210	POSTAGE	4,009	4,267	4,100	4,100	4,200	4,250
4236	LIVESCAN SERVICE FEE	1,388	1,194	1,500	1,500	1,500	1,500
4248	EQUIPMENT RENTAL/LEASE	-	-	-	-	1,200	1,200
4250	SPECIAL DEPARTMENT SUPPLIES	567	-	1,000	1,000	600	600
4255	SOFTWARE SUPPORT	45,606	48,381	46,650	46,650	46,950	47,300
4310	DUES & SUBSCRIPTIONS	1,010	1,790	1,915	1,915	1,135	1,810
4320	TRAVEL & CONFERENCE	-	-	-	-	575	575
4330	TRAINING	839	687	600	600	1,900	1,900
4332	MILEAGE REIMBURSEMENT	447	603	500	500	500	500
4400	MISCELLANEOUS	205	368	750	750	750	750
	<b>TOTAL OPERATIONS &amp; MATERIALS</b>	<b>91,022</b>	<b>92,907</b>	<b>82,155</b>	<b>81,155</b>	<b>76,390</b>	<b>79,450</b>
<b>CONTRACTUAL SERVICES:</b>							
4510	CONTRACT SERVICES-AUDITOR	41,555	36,129	38,750	35,000	38,575	42,425
4513	CONTRACT SERVICES-SB 90	1,941	-	2,000	2,000	3,600	3,600
4515	CONTRACT SERVICES-COLLECTIONS	250	2,528	2,000	200	2,550	-
4516	CONTRACT SERVICES-CITATIONS	1,258	900	1,500	750	1,500	1,500
4517	CONTRACT SERVICES-DMV	657	447	1,000	300	750	750
4621	CONTRACT SERVICES-COST ALLOCATION STUDY	3,525	7,050	-	-	-	14,450
	<b>TOTAL CONTRACTUAL SERVICES</b>	<b>49,187</b>	<b>47,054</b>	<b>45,250</b>	<b>38,250</b>	<b>46,975</b>	<b>62,725</b>
	<b>TOTAL FINANCE</b>	<b>452,617</b>	<b>470,718</b>	<b>496,065</b>	<b>457,095</b>	<b>497,425</b>	<b>527,375</b>

# POLICE DEPARTMENT

## 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/ Multiple Enforcement Team
- 1 deputy assigned to traffic enforcement.
- 1 deputy assigned to Problem Oriented Policing
- 1 deputy assigned as an acting detective
- 16 deputies assigned to patrol

The Members of the Gang Team are led by a detective. 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 Gang Team regularly conducts follow up investigations on arrests made by patrol and gang enhancement charges making gang members eligible for State Prison instead of County Probation.

The Gang Team also applies the principals formally utilized by the single Multiple Enforcement Team (MET) which had been comprised of one deputy; by realigning the MET deputy with the Gang Team it has allowed more flexibility in attacking problems with a two prong approach utilizing both disciplines into a problem. The 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.

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. The deputy also coordinates with other agencies for Driving Under the Influence (DUI) saturation patrols and enforcement.

There is one deputy assigned to the Problem Oriented Policing position. They primarily assist code enforcement officers of the City of Highland. The 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. An additional responsibility has been added to this position of providing assistance involving quality of life issues related to law enforcement for 2013.

The sixteen deputies assigned to the patrol bureau are responsible for responding to 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.

Since August of 2012, the Highland Station has had one vacancy due to a serious injury suffered by a patrol deputy. The City of Highland has received credits for this position which has been used to supplement patrol overtime.

Once this injured deputy returns to full duty, the position of an acting detective will be filled to assist in the back log of serious crimes requiring follow up that cannot be completed by patrol personnel.

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

- 1 Captain, Chief of Police
- 1 Lieutenant
- 5 Sergeants
- 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 and specialized units. 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 third detective acts as a member/leader of the Gang Team providing direction and handling the most serious and high profile gang investigations.

As a result of the floods of December 2010, the Old Fire of October of 2003 and the floods of January of 2005 many lessons were learned. The need for an Emergency Operations Center (EOC) was determined to be critical to direct operations in the event of an emergency. The Police Department was able to obtain two grants from the Department of Homeland Security to secure equipment for a fully functional EOC. Equipment purchases have been made in two phases during 2011 and 2012. The final phase is entering the Request for a Proposal stage to install the equipment and complete the two year project.

### **Accomplishments:**

1. During calendar year 2012, the City of Highland had 4 murders, which was unchanged from 2011.

Part I crimes showed an increase of 10% overall, the categories that posted decreases were Rape (-50%) and Simple Assault (-6%). Part II crimes saw a decrease of 22%.

2. In 2012, Highland deputies responded to 35,496 calls for service (1,634 per deputy), made 1,725 arrests (78 per deputy), and took 5801 reports (264 per deputy). Highland deputies led all contract cities and unincorporated areas of the County in calls for service per deputy. They were also in the top category in reports per deputy. By all accounts, Highland deputies successfully manage the highest workload demands of any station in the county.

### **Goals & Objectives:**

The primary goal of the Police Department is to provide the community with the highest quality of police services with the resources provided, 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:

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.

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.

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.

Continue our efforts to identify gang members who live and frequent our area, aggressively enforce laws to deter gang activity and related crime. Effectively utilize crime analysis tools to identify crime trends and deploy resources in an efficient manner to reduce crime.

Continue the build out of the Automatic License Plate Recognition cameras at key intersections to effectively deter crime and significantly increase ability to apprehend criminals engaged in serious crimes.

Effectively pursue opportunities to improve the quality of life issues that affect our residents and business owners by developing a plan to assist the homeless population by educating the public and our homeless population on the issues of pan handling and trespassing by providing resources to those in need of assistance.

Expand the public's awareness of crime trends by educating the public on the use of the Crimemapping program and Nixle. The use of these programs alert residents of crime activity in their neighborhoods and the City of Highland. Our goal is to reduce crime through a better informed community.

Utilize Public Service Announcements throughout the year to provide safety tips to prevent crime and enhance personal safety.

# Police Department

Acct #	General Fund-001 Police Department-2000	2010-2011 Actual (Audited)	2011-2012 Actual (Audited)	2012-2013 Adjusted Budget	2012-2013 Year End Estimate	2013-2014 Adopted Budget	2014-2015 Adopted Budget
<b>OPERATIONS &amp; MATERIALS:</b>							
4010	ELECTRICITY	25,241	58,698	33,000	33,000	60,000	60,000
4020	GAS	726	1,981	2,000	2,000	15,000	15,000
4030	WATER/SEWER	5,975	5,315	9,000	8,000	9,000	9,000
4040	PEST CONTROL SUPPLIES/MATERIALS	660	1,275	1,250	1,250	250	250
4045	LANDSCAPING SUPPLIES	4,353	-	1,000	-	250	250
4050	TRASH	-	-	-	-	-	-
4055	JANITORIAL SUPPLIES	4,198	6,423	5,500	4,000	6,500	6,500
4060	TELEPHONE	15,124	21,561	18,000	18,000	9,720	9,720
4061	CELL PHONES/SATELLITE PHONES	-	-	-	-	5,400	5,400
4062	AIR CARDS	-	-	-	-	7,020	8,940
4065	INTERNET/CABLE/SATELLITE	323	426	400	400	580	580
4066	ALARM MONITORING	-	-	-	-	1,280	1,280
4070	BUILDING MAINTENANCE	3,316	270	9,000	8,000	1,000	1,000
4075	PUBLIC FACILITIES IMPROVEMENTS	-	1,982	5,000	-	5,000	5,000
4198	CITY ADMINISTRATION	1,775	2,990	1,500	1,500	2,000	2,000
4200	OFFICE SUPPLIES	1,117	801	3,500	2,000	2,500	2,500
4203	EQUIPMENT/FURNITURE	-	-	250	250	1,000	1,000
4205	PHOTOCOPIER	9,529	8,701	8,400	8,400	9,000	9,000
4206	MATERIALS	650	966	1,000	-	1,000	1,000
4210	POSTAGE	1,862	1,456	1,800	1,800	1,800	1,800
4220	FUEL	75,369	109,170	115,000	100,000	115,000	115,000
4221	FUEL TANK MAINTENANCE/PERMITS/INSPECTION	-	-	-	-	2,350	2,350
4222	GENERATOR MAINTENANCE/PERMITS/INSPECTION	-	-	-	-	1,110	1,110
4240	VEHICLE MAINTENANCE	97,356	55,861	100,000	90,000	75,000	75,000
4245	EQUIPMENT MAINTENANCE	530	1,883	7,350	3,000	1,700	1,700
4248	EQUIPMENT RENTAL/LEASE	-	-	-	-	1,200	1,200
4250	SPECIAL DEPARTMENT SUPPLIES	-	1,047	2,100	1,000	2,500	2,500
4336	COMMUNITY EVENTS	29	-	-	-	-	-
4343	BOOKING FEES	-	-	-	-	-	-
	<b>TOTAL OPERATIONS &amp; MATERIALS</b>	<b>248,131</b>	<b>280,808</b>	<b>325,050</b>	<b>282,600</b>	<b>337,160</b>	<b>339,080</b>
<b>CONTRACTUAL SERVICES:</b>							
4504	CONTRACT SERVICES-JANITORIAL SERVICES	-	-	-	-	7,000	7,000
4535	CONTRACT SERVICES-PERSONNEL	-	-	-	-	-	-
4560	CONTRACT SERVICES-SHERIFF	6,178,641	6,485,540	6,923,790	6,923,790	7,056,105	7,315,070
4561	CONTRACT SERVICES-SHERIFF RESERVES	1,411	396	3,000	500	2,000	2,000
4563	CONTRACT SERVICES-WE TIP	-	-	5,000	-	5,000	5,000
4564	CONTRACT SERVICES-CAL ID	54,991	55,120	57,000	57,000	57,000	57,000
4566	CONTRACT SERVICES-CITIZEN PATROL	220	345	2,000	500	2,000	2,000
4571	CONTRACT SERVICES-SHERIFF EXPLORERS	-	-	2,000	500	2,000	2,000
4585	CONTRACT SERVICES-LANDSCAPE MAINTENANCE	-	3,878	7,000	7,000	10,550	10,550
4587	CONTRACT SERVICES-ELEVATOR MAINTENANCE	-	-	-	-	2,700	2,700
4588	CONTRACT SERVICES-HVAC MAINTENANCE	-	-	-	-	9,980	9,980
4589	CONTRACT SERVICES-PEST CONTROL	-	-	-	-	1,200	1,200
	<b>TOTAL CONTRACTUAL SERVICES</b>	<b>6,235,263</b>	<b>6,545,278</b>	<b>6,999,790</b>	<b>6,989,290</b>	<b>7,155,535</b>	<b>7,414,500</b>
<b>CAPITAL OUTLAY:</b>							
6040	EQUIPMENT	9,747	29,944	-	-	-	-
	<b>TOTAL CAPITAL OUTLAY</b>	<b>9,747</b>	<b>29,944</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
	<b>TOTAL POLICE DEPARTMENT</b>	<b>6,493,141</b>	<b>6,856,030</b>	<b>7,324,840</b>	<b>7,271,890</b>	<b>7,492,695</b>	<b>7,753,580</b>

# ANIMAL CONTROL

## 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 approximately forty-eight (48) off-site adoption events every year to encourage the adoption of stray or homeless animals found from within the City of Highland.

## Accomplishments:

During Fiscal Year 2012-13, a number of activities will be accomplished that are worth mentioning.

1. Animal Control Officers respond to approximately 4,000 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 2,300 animals annually will be sheltered, cared for, adopted, reclaimed by their owners or provided for as allowed by law, which are received from the City of Highland. 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 currently provides Microchips "free-of-charge" for pets adopted or reclaimed from County animal shelter facilities. The funding to support this program is underwritten with private sector donations received from the Animals aRe First Fund (ARFF). ARFF pays for and donates the Microchips to the shelter facilities to support this program which provides a permanent form of identification for those pets received from County shelter facilities. The Microchip, which is the size of a grain of rice, can be implanted under a pets skin and provides a unique owner identification number.
5. County animal shelters currently have one of the highest pet placement/adoption rates of the various animal shelter facilities which serve the County and twenty-four (24) cities located within the County. County shelters have increased pet adoptions by 10% from calendar year 2011 to 2012 and currently rank #3 of thirteen (13) shelter facilities evaluated within the County for the

lowest euthanasia rate for homeless animals cared for at public open-admission shelter facilities.

6. In an effort to expand positive outcomes for animals and meet the target objective of increasing pet placements by 5% each year, the County has partnered with the Animals aRe First Fund (ARFF) to provide spay/neuter subsidies for pets placed during the County's forty-eight off-site pet adoption events. ARFF pays for the spay/neuter fees for pets who are taken to the off-site events which significantly lowers the cost for an individual to adopt a pet at one of the sponsored events.
7. The County held the 1<sup>st</sup> Annual Homeward Bound – Mega Pet Adoption event in 2012 at which 163 pets were placed with new loving families. The 2<sup>nd</sup> Annual Homeward Bound Mega Pet Adoption event is scheduled for June 8 and 9, 2013 and non-profit animal rescue group partners will be invited to participate in the event. The County hopes to exceed the number of pets placed in 2012 during this year's event and ARFF will again fully subsidizes the cost of holding the event.
8. To expand its outreach efforts and inform residents of the many wonderful pets that are available at County animal shelter facilities, the County embarked on a multifaceted marketing effort called "Homeward Bound-Project Adopt." This campaign was launched in 2012 and includes the establishment of a new Facebook page to promote Animal Care and Control. The new Facebook Page can be viewed at: <https://www.facebook.com/HomewardBoundPets>. In addition a biweekly newsletter called Happy Tails is distributed to approximately 7,000 recipients to inform the general public of the many adoptable pets available at County animal shelter facilities along with other noteworthy activities. The Homeward Bound-Project Adopt Campaign was so successful, that this effort has recently been nominated to receive two (2) marketing awards,
9. San Bernardino County Animal Care and Control currently appears on NBC affiliate news station Telemundo 52 monthly to provide an informational "pet care" segment during the morning news, in an effort to reach the Spanish speaking population in the region.
10. The County is participating in the ASPCA Rachael Ray 100K Challenge in an effort to increase pet adoptions and redemptions and possibly qualify for grant awards provided by this national animal welfare organization. The competition will be held between June 1, 2013 and August 31, 2013.

### **Goals & Objectives:**

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

1. Continue to support the County's efforts to market and promote the many pets available for adoption at County operated animal shelter facilities. The current goal is to increase adoption by percentage at a rate of 5% per year.
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 offer Highland residents efficient and cost effective Animal Care and Control services.
4. 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:**

<b>PERFORMANCE MEASURES – ANIMAL CARE &amp; CONTROL PROGRAM</b>				
<b>CITY OF HIGHLAND STATISTICS</b>				
<b>For Contract Period: July 1 - June 30</b>				
(A)				
Description		Actual	Projected	
		2011-12	2012-13	2013-14
<b>BITES:</b>				
Bites Reported		83	85	85
F.R.A. Bite Testing		9	15	15
<b>CITATIONS:</b>				
Citations Issued		40	57	57
Notices of Violations Issued		48	57	57
Investigations (RPRT)		36	52	52
<b>SHELTERING SERVICES</b>				
Dogs Impounded		1223	1124	1124
Cats Impounded		902	983	983
Other Animals		135	177	177
D.O.A. Animals		341	295	295
<b>Total Impounds</b>	(B)	<b>2601</b>	<b>2579</b>	<b>2579</b>
<b>OFFICER CALLS:</b>				
Agency Assist Calls		233	197	197
Dead Animal Pick Up Calls		431	376	376
Confined and Loose Animal Calls		2158	2153	2153
Investigation Calls		1044	1019	1019
Wildlife Calls		176	232	232
<b>Total Calls</b>	(B)	<b>4042</b>	<b>3977</b>	<b>3977</b>
<b>Notes</b>				
(A)	Annualized Numbers. Final results may vary. <i>Subject to final audit.</i>			
(B)	Based on Chameleon and/or Crystal reports.			

## Animal Control

Acct #	General Fund-001 Animal Control-2200	2010-2011 Actual (Audited)	2011-2012 Actual (Audited)	2012-2013 Adjusted Budget	2012-2013 Year End Estimate	2013-2014 Adopted Budget	2014-2015 Adopted Budget
<b>OPERATIONS &amp; MATERIALS:</b>							
4200	OFFICE SUPPLIES	888	1,481	1,500	500	1,500	1,500
4210	POSTAGE	784	1,379	1,750	500	1,400	1,400
4255	SOFTWARE SUPPORT	2,933	-	3,100	3,100	3,100	3,200
4300	ADVERTISING	-	-	500	-	500	500
4344	VOUCHER/REBATE PROGRAM	4,420	4,071	5,000	4,000	5,000	5,000
	<b>TOTAL OPERATIONS &amp; MATERIALS</b>	<b>9,025</b>	<b>6,931</b>	<b>11,850</b>	<b>8,100</b>	<b>11,500</b>	<b>11,600</b>
<b>CONTRACTUAL SERVICES:</b>							
4565	CONTRACT SERVICES-ANIMAL CONTROL	352,253	383,710	420,700	392,000	396,550	434,615
	<b>TOTAL CONTRACTUAL SERVICES</b>	<b>352,253</b>	<b>383,710</b>	<b>420,700</b>	<b>392,000</b>	<b>396,550</b>	<b>434,615</b>
	<b>TOTAL ANIMAL CONTROL</b>	<b>361,278</b>	<b>390,641</b>	<b>432,550</b>	<b>400,100</b>	<b>408,050</b>	<b>446,215</b>

# PUBLIC WORKS

## Introduction:

Historically, the Public Works department has been accounted for in the general fund. Expenditures were charged to 001-3100 (Public Works) in the general fund and at the end of the year, the Gas Tax fund fully reimbursed the general fund. Starting in fiscal year 2013/2014, all activities of the Public Works Department will be accounted for in the Gas Tax fund 004-8410 starting on page 207.

# Public Works

Acct #	General Fund-001 Public Works-3100	2010-2011 Actual (Audited)	2011-2012 Actual (Audited)	2012-2013 Adjusted Budget	2012-2013 Year End Estimate	2013-2014 Adopted Budget	2014-2015 Adopted Budget
<b>SALARIES &amp; WAGES:</b>							
3010	SALARIES	238,831	294,687	394,705	394,705	-	-
3040	OVERTIME	13,544	917	-	-	-	-
3050	COMPENSATORY TIME	2,154	2,624	-	-	-	-
3100	SICK LEAVE	2,862	6,311	-	-	-	-
3110	HOLIDAY	12,705	13,906	-	-	-	-
3120	VACATION	5,075	26,183	-	-	-	-
3125	MANAGEMENT LEAVE	1,112	5,874	-	-	-	-
	<b>TOTAL SALARIES &amp; WAGES</b>	<b>276,282</b>	<b>350,502</b>	<b>394,705</b>	<b>394,705</b>	-	-
<b>BENEFITS:</b>							
3510	CAFETERIA PLAN	53,985	-	68,400	68,400	-	-
3530	MEDICARE & SOCIAL SECURITY	5,054	7,469	6,620	6,620	-	-
3560	PERS-RETIREMENT	63,591	62,966	73,520	73,520	-	-
3590	LIFE INSURANCE	975	905	1,115	1,115	-	-
3600	AUTO ALLOWANCE	1,356	1,534	1,495	1,495	-	-
3650	VACATION BUYBACK	6,869	4,093	-	-	-	-
3655	SICK LEAVE INCENTIVE	4,500	3,523	-	-	-	-
3660	ADMINISTRATIVE LEAVE BUYBACK	1,573	2,341	-	-	-	-
3665	COMPENSATORY TIME BUYBACK	1,053	-	-	-	-	-
	<b>TOTAL BENEFITS</b>	<b>138,956</b>	<b>82,831</b>	<b>151,150</b>	<b>151,150</b>	-	-
<b>OPERATIONS &amp; MATERIALS:</b>							
4010	ELECTRICITY	12,982	9,198	15,000	15,000	-	-
4020	GAS	-	-	200	200	-	-
4030	WATER/SEWER	11,380	10,609	10,000	10,000	-	-
4040	EXTERMINATOR	745	540	700	700	-	-
4045	LANDSCAPING	5,205	-	500	500	-	-
4050	TRASH	-	-	500	500	-	-
4055	JANITORIAL	1,250	496	1,200	1,200	-	-
4060	TELEPHONE	9,432	10,402	9,150	9,150	-	-
4070	BUILDING MAINTENANCE	3,292	2,988	4,500	4,500	-	-
4075	PUBLIC FACILITIES IMPROVEMENTS	-	-	-	-	-	-
4080	BUILDING SERVICES DEPARTMENT CHARGE	29,815	32,125	-	-	-	-
4198	CITY ADMINISTRATION	24,763	25,262	16,500	16,500	-	-
4199	INSURANCE DEPARTMENT CHARGE	247,651	241,330	329,505	329,505	-	-
4200	OFFICE SUPPLIES	2,461	2,195	2,100	2,100	-	-
4203	EQUIPMENT/FURNITURE	1,397	1,873	1,000	1,000	-	-
4206	MATERIALS	31,685	24,332	37,500	37,500	-	-
4210	POSTAGE	32	221	200	200	-	-
4220	FUEL	17,468	18,082	20,000	20,000	-	-
4240	VEHICLE MAINTENANCE	8,635	2,555	9,500	9,500	-	-
4245	EQUIPMENT MAINTENANCE	3,293	5,828	5,000	5,000	-	-
4248	EQUIPMENT RENTAL/LEASE	11,530	191	3,000	3,000	-	-
4250	SPECIAL DEPARTMENT SUPPLIES	1,014	423	2,125	2,125	-	-
4255	SOFTWARE SUPPORT	-	-	425	425	-	-
4300	ADVERTISING	160	-	200	200	-	-
4310	DUES & SUBSCRIPTIONS	105	-	100	100	-	-
4320	TRAVEL & CONFERENCE	-	-	-	-	-	-
4330	TRAINING	1,027	2,120	2,015	2,015	-	-
4332	MILEAGE REIMBURSEMENT	2,232	2,259	2,400	2,400	-	-
4336	COMMUNITY EVENTS	549	-	1,500	1,500	-	-
	<b>TOTAL OPERATIONS &amp; MATERIALS</b>	<b>428,104</b>	<b>393,029</b>	<b>474,870</b>	<b>474,870</b>	-	-

## Public Works

Acct #:	General Fund-001 Public Works-3100	2010-2011 Actual (Audited)	2011-2012 Actual (Audited)	2012-2013 Adjusted Budget	2012-2013 Year End Estimate	2013-2014 Adopted Budget	2014-2015 Adopted Budget
<b>CONTRACTUAL SERVICES:</b>							
4520	CONTRACT SERVICES-ATTORNEY	-	12,752	-	-	-	-
4533	CONTRACT SERVICES-SOFTWARE SUBSCRIPTIONS	5,307	5,307	5,500	5,500	-	-
4534	CONTRACT SERVICES-GIS	29,000	12,083	12,000	12,000	-	-
4548	CONTRACT SERVICES-PLANNING	-	-	500	500	-	-
4550	CONTRACT SERVICES-ENGINEERING	531,247	293,166	276,035	150,000	-	-
4552	CONTRACT SERVICES-TRAFFIC COUNTS	420	560	1,500	1,500	-	-
4553	CONTRACT SERVICES-UNDERGROUND SERVICE ALERT	1,050	673	1,500	1,500	-	-
4570	CONTRACT SERVICES-STREET MAINTENANCE	31,818	49,682	100,000	75,000	-	-
4575	CONTRACT SERVICES-STREET SWEEPING	-	-	1,000	1,000	-	-
4576	CONTRACT SERVICES-EMERGENCY WORK	-	-	10,000	10,000	-	-
4578	CONTRACT SERVICES-STRIPING	10,900	25,990	50,000	50,000	-	-
4580	CONTRACT SERVICES-TRAFFIC SIGNALS	179,652	125,590	230,000	150,000	-	-
4582	CONTRACT SERVICES-STUDIES	21,861	8,808	247,000	50,000	-	-
4585	CONTRACT SERVICES-MAINTENANCE	-	4,503	5,000	5,000	-	-
4596	CONTRACT SERVICES-ENVIRON. HEALTH SERVICES	-	-	3,000	3,000	-	-
4680	CONTRACT SERVICES-TREE TRIMMING	39,804	40,235	40,000	40,000	-	-
	<b>TOTAL CONTRACTUAL SERVICES</b>	<b>851,059</b>	<b>579,348</b>	<b>983,035</b>	<b>555,000</b>	-	-
<b>CAPITAL OUTLAY:</b>							
6040	EQUIPMENT	1,903	-	-	-	-	-
6060	VEHICLES	-	-	-	-	-	-
	<b>TOTAL CAPITAL OUTLAY</b>	<b>1,903</b>	-	-	-	-	-
<b>CAPITAL PROJECTS:</b>							
6530	STREET/SIDEWALK CONSTRUCTION	33,140	102,292	-	-	-	-
6533	STREET WIDENING PROJECTS	-	-	-	-	-	-
6545	SIDEWALK REPAIRS	-	-	-	-	-	-
6550	TRAFFIC IMPROVEMENTS	1,368,535	-	-	775,815	-	-
6811	RIGHT-OF-WAY ACQUISITION	10	-	-	-	-	-
6900	CONTINGENCY	-	-	-	-	-	-
	<b>TOTAL CAPITAL PROJECTS</b>	<b>1,401,686</b>	<b>102,292</b>	-	<b>775,815</b>	-	-
<b>TOTAL PUBLIC WORKS</b>		<b>3,097,991</b>	<b>1,508,004</b>	<b>2,003,760</b>	<b>2,351,540</b>	-	-



# ENGINEERING

## Introduction:

The Engineering 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                      0.350    Total FTE 0.350

## Accomplishments:

1. Prepared and submitted 16 competitive federal and state grant applications for a total amount of \$14,346,600, and received approval of 10 applications for a total amount of \$6,790,700.
2. Secured 4 state grants totaling \$3,577,000 under the State-Local Partnership Program to provide partial funding for (1) widening of Greenspot Road between SR 210 and Boulder Avenue from 4 to 6 lanes, and construction of curbs and gutters, landscaped medians, decorative intersection pavers, decorative street lights, and various utilities, and (2) widening of 5<sup>th</sup> Street between Victoria Avenue and Palm Avenue from 2 to 4 lanes, and rehabilitation of pavement, and (3) construction of a new bridge on Greenspot Road over Santa Ana River.
3. Secured 2 federal grants totaling \$1,187,900 under the federal Safe Routes to School Program to construct curbs, gutters, sidewalks and match up pavement along (1) both sides of McKinley Street between 9<sup>th</sup> Street and Base Line, and (2) both sides of 9<sup>th</sup> Street between Cunningham Street and Palm Avenue, and (3) lighted crosswalks on Base Line at Valaria Drive and on Church Street at Norwood Street. This funding also includes implementing a Safe Routes to School program at Thompson Elementary School and continued program activities at Cypress Elementary School.
4. Secured 2 state grants totaling \$898,900 under the state Safe Routes to School Program to construct curbs, gutters, sidewalks and match up pavement along (1) north side of 6<sup>th</sup> Street from Del Rosa Drive to Sterling Avenue, (2) both sides of Elm Street from 6<sup>th</sup> Street to 9<sup>th</sup> Street, and to construct sidewalks along (3) south side of 14<sup>th</sup> Street from Central Avenue to Cole Avenue, (4) west side of Cole Avenue from 14<sup>th</sup> Street to Base Line, (5) both sides of Cole Avenue from Base Line to 10<sup>th</sup> Street, (6) 10<sup>th</sup> Street from Central Avenue to Drummond Street, and (7) Drummond Street from 11<sup>th</sup> Street to 9<sup>th</sup> Street, and to install a lighted crosswalk on (8) Cole Avenue at Messina Street. This funding also

includes implementation of a new Safe Routes to School Program at Cole Elementary School and continued program activities at Cypress Elementary School.

5. Secured a federal Emergency Relief grant in the amount of \$656,900 to construct a debris wall along the north side of Highland Avenue to prevent potential flooding of Highland Avenue and the downstream neighborhoods caused by overflows of mud and debris from Cook Creek located in San Bernardino.
6. Secured a federal grant in the amount of \$470,000 under the Transportation Enhancement Program for restoration of the historic iron bridge over the Santa Ana River to accommodate non-motorized use by pedestrians, cyclists and equestrians.
7. Completed widening of one-half mile of Boulder Avenue between Base Line and Eucalyptus Avenue from 2 to 4 lanes and construction of a new 4-lane Boulder Avenue Bridge over City Creek at a total project cost of \$15.8 million.
8. Completed the Base Line Town Center Beautification Project at a construction cost of \$2.6 million improving three-quarter mile of Base Line between Cole Avenue and SR 210 with raised center medians, median and parkway landscaping, median and parkway decorative lights, decorative intersection pavers, in-pavement lighted crosswalks, count-down pedestrian signal heads, bike lanes and pavement rehabilitation.
9. Completed the East Highland Bikeway Project installing bike lanes and signage on Highland Avenue, Base Line, Weaver Street and Church Street, in-pavement lighted crosswalks on Streater Drive at Tonner Street and on Base Line at Fairview Drive, and a major trail head with bus bay near the east end of Base Line.
10. Completed major pavement rehabilitation projects to improve pavement conditions on various major roadways including Boulder Avenue (Base Line to Highland), Church Street (Greenspot to Highland), Weaver Street (Greenspot to Highland), Water Street (Church to Weaver), and Highland Avenue (Summer Trail to Surrey).

**Goals & Objectives:**

1. Complete implementation of the first 2 years of the 5-year Capital Improvement Program involving various phases of 40 capital projects including interchange, bridge, roadway widening, pavement rehabilitation, overlay, traffic signal, trails and bikeway projects for a total cost of \$44.3 million.
2. Complete construction of approximately one-half mile of Greenspot Road along a new alignment with a larger radius to accommodate a design speed of 65 mph, including construction of a new bridge over the Santa Ana River.
3. Complete ultimate street and utility improvements along three-quarter mile of Greenspot Road from SR 210 to Boulder Avenue.
4. Complete street widening and storm drain improvements along one mile of 5<sup>th</sup> Street between Victoria Avenue and Palm Avenue including a new traffic signal at Central Avenue.

5. Complete safety improvements on Base Line including a raised landscaped median from SR 210 to Boulder Avenue, and widening of the Base Line/Seine Avenue intersection to add extra turn lanes.
6. Complete construction of storm drain and pavement rehabilitation on Sterling Avenue between Base Line and Pacific Street.
7. Complete design and advertise construction of a new bridge on Base Line across City Creek eliminating the existing low water crossing.
8. Continue to pursue grant funding for capital projects so as to improve the City's quality of life and the ability to facilitate growth.

**Performance Measures:**

	<u>2011/12</u>	<u>2012/13</u>	<u>2013/14</u>	<u>2014/15</u>
Subdivisions Plan Checked	1	2	1	2
Parcel Maps Plan Checked	0	2	1	2
Misc. Plans Checked	10	19	16	20
Encroachment Permits (Private)	27	25	25	26
Encroachment Permit (Utility)	54	72	70	72
Grading Permits Issued/Inspected	16	12	14	16
Construction Inspection Off-site	6	8	8	10
Professional Reports Reviewed	9	17	20	22
Vacations Processed	0	1	2	1
Capital Projects Designed	13	9	19	12
Capital Projects Constructed	6	8	23	17
Assessment District Annexations	7	10	6	7

# Engineering

Acct #	General Fund-001 Engineering-3200	2010-2011 Actual (Audited)	2011-2012 Actual (Audited)	2012-2013 Adjusted Budget	2012-2013 Year End Estimate	2013-2014 Adopted Budget	2014-2015 Adopted Budget
<b>SALARIES &amp; WAGES:</b>							
3010	SALARIES	84,070	85,311	64,955	55,000	46,375	47,285
3100	SICK LEAVE	-	-	-	-	-	-
3110	HOLIDAY	3,046	4,066	-	-	-	-
3120	VACATION	3,197	9,752	-	-	-	-
3125	MANAGEMENT LEAVE	1,112	3,634	-	-	-	-
	<b>TOTAL SALARIES &amp; WAGES</b>	<b>91,425</b>	<b>102,763</b>	<b>64,955</b>	<b>55,000</b>	<b>46,375</b>	<b>47,285</b>
<b>BENEFITS:</b>							
3510	CAFETERIA PLAN	7,712	-	5,700	5,700	4,200	4,410
3530	MEDICARE & SOCIAL SECURITY	1,473	2,328	940	940	675	690
3560	PERS-RETIREMENT	20,345	17,471	14,285	14,285	10,390	10,970
3590	LIFE INSURANCE	297	247	220	220	155	160
3600	AUTO ALLOWANCE	1,356	1,534	1,500	1,500	1,050	1,050
	<b>TOTAL BENEFITS</b>	<b>31,182</b>	<b>21,580</b>	<b>22,645</b>	<b>22,645</b>	<b>16,470</b>	<b>17,280</b>
<b>OPERATIONS &amp; MATERIALS:</b>							
4060	TELEPHONE	506	246	150	150	145	145
4080	BUILDING SERVICES DEPARTMENT CHARGE	3,599	3,878	-	-	-	-
4199	INSURANCE DEPARTMENT CHARGE	12,693	13,105	16,890	16,890	13,330	13,815
4200	OFFICE SUPPLIES	1,997	2,515	2,000	2,000	2,500	2,500
4203	EQUIPMENT/FURNITURE	151	-	-	-	300	300
4210	POSTAGE	562	611	800	800	800	800
4245	EQUIPMENT MAINTENANCE	325	1,339	1,600	1,600	1,600	1,600
4255	SOFTWARE SUPPORT	40	-	250	250	250	250
4310	DUES & SUBSCRIPTIONS	421	306	605	605	575	600
4320	TRAVEL & CONFERENCE	125	166	350	350	1,450	1,200
4330	TRAINING	554	889	1,020	500	1,150	1,150
4332	MILEAGE REIMBURSEMENT	90	1,051	600	-	600	600
4450	RELEASE/USE OF DEPOSIT/FEE	5,675	-	5,000	2,500	5,000	5,000
	<b>TOTAL OPERATIONS &amp; MATERIALS</b>	<b>26,738</b>	<b>24,105</b>	<b>29,265</b>	<b>25,645</b>	<b>27,700</b>	<b>27,960</b>
<b>CONTRACTUAL SERVICES:</b>							
4534	CONTRACT SERVICES-GIS	-	-	-	-	-	-
4548	CONTRACT SERVICES-PLANNING	100	-	-	-	-	-
4550	CONTRACT SERVICES-ENGINEERING	319,656	372,301	311,570	250,000	228,780	229,800
4551	CONTRACT SERVICES-ENGINEERING PROJECTS	155,689	118,382	180,000	160,000	130,000	130,000
4576	CONTRACT SERVICES-EMERGENCY WORK	-	-	-	-	-	-
4582	CONTRACT SERVICES-STUDIES	89,504	675	-	-	-	-
	<b>TOTAL CONTRACTUAL SERVICES</b>	<b>564,949</b>	<b>491,359</b>	<b>491,570</b>	<b>410,000</b>	<b>358,780</b>	<b>359,800</b>
<b>TOTAL ENGINEERING</b>		<b>714,295</b>	<b>639,807</b>	<b>608,435</b>	<b>513,290</b>	<b>449,325</b>	<b>452,325</b>

# PLANNING

## **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 Departments within the City including the Building and Safety Division, Engineering/Public Works Department, Fire Department, and Code Compliance/Police Department, and City's Landscape Architect and Environmental Consultants. 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 staffs the Planning Commission, 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 at a staff level (i.e. Staff Review Permits/Minor Design Reviews) 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. The Division also coordinates with other Departments in the application and implementation of local, state, and federal grants.

## **Full-Time Equivalent:**

Community Development Director	0.900	
Community Development Director*	0.450 (for first year of budget only)	
City Planner	1.000	
Senior Planner/Economic Development Specialist	0.650	
Associate Planner	1.000	
Planning Technician	1.000	
Administrative Assistant III	1.000	Total FTE 6.000
*Part-time		

## **Accomplishments:**

1. 2014-2021 Housing Element (5<sup>th</sup> Cycle). Successfully completed the City's 5<sup>th</sup> cycle update to the General Plan Housing Element. The City received the Department of Housing and Community Development approval on March 9, 2013 giving the City the green light to complete its CEQA process and certify the Housing Element before the statutory deadline in October 2013.

2. Natural Parkland and Trail Grant Award. Planning was successfully 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. Completion of this project is anticipated in late summer 2013.
3. Base Line Corridor Study – SCAG Compass Blueprint. The Planning Division was successful in obtaining grant funding for its "Base Line Corridor from VMT to BRT – a Vision for Sustainability" project. The associated report and computer generated videos were awarded an "honorable mention award" by SCAG at their General Assembly in May 2013. In addition, the Inland Empire Chapter of the American Planning Association has selected the City's project to receive an "implementation award". This project will be used to promote new development investment along Base Line consistent with the Town Center Policy Area.
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, many residents/organizations have "Adopted a Trail" and/or sponsored a "Mile Marker" sign. These programs are advertised on the City's webpage.
5. Web-based General Plan Land Use Plan and Zoning Maps. The Planning Division in cooperation with other Departments maintains the City's GIS/web-based Land Use and Zoning Maps on-line (located on the City's web-page via the "Community View" link). A large parcel based Zoning Map has also been placed at the Planning Counter and copies are available upon request and down loadable from the web.
6. 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 in the City.
7. Weekly Pre-Application and/or Consultation Meetings (Thursdays). Implemented early in 2004, the Planning Division requires a "pre-application and/or consultation meeting" with all new developers/business owners prior to the formal development application submittal.
8. 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 & Objectives:**

1. Continue to facilitate the "Harmony Specific Plan", Development Agreement and Environmental Impact Report (located within the Seven Oaks Policy Area - Orange County/Lewis Group of Companies). Draft of the Specific anticipated to be completed by summer 2013 with the draft EIR ready for release in fall 2013.
2. Continue to facilitate the "Greenspot Village and Marketplace Specific Plan", Development Agreement, and Environmental Impact Report (located within the Golden Triangle Policy Area). On March 19, 2013,

the Planning Commission held a public hearing and recommended approval to the City Council. The City Council is anticipated to take action in summer 2013.

3. Update the City's Industrial/Business Park Zoning Standards and Uses. Evaluate the current Industrial and Business Park boundaries and the City's Land Use and Development Code to help facilitate new investment and recycling of existing parcels and uses along the southerly city boundary (contiguous to the San Bernardino International Airport)(3<sup>rd</sup> and 5<sup>th</sup> Street Policy Area).
4. Facilitate Business Development through Comprehensive Review of Municipal Code. Complete the 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. Evaluate the City's Non-conforming Uses and Structures Ordinance. Evaluate the City's Non-conforming Uses and Structures Ordinance as it relates to existing residential uses in a non-residential zoning district (specifically districts located near the San Bernardino International Airport).
6. Contribute to the 2013 San Bernardino County Regional/Community Greenhouse Gas Inventory. A draft of the Greenhouse Gas Inventory was completed in March 2011 and final document and EIR is expected in the fall of 2013.
7. Complete the Palm Avenue Streetscape Design Guidelines. With the successful implementation of the Base Line Corridor Study, the Planning Division is hopeful to complete the "Palm Avenue Streetscape Design Guidelines" document by spring 2014. Workshops and neighborhood meetings already conducted and the report is 50% completed.

**Performance Measures:**

<b>Application Type:</b>	<b>2011/2012***</b>	<b>2012/2013***</b>	<b>2013/2014**</b>	<b>2014/2015*</b>
General Plan Amendment	3	2	2	1
Zone Change	0	2	2	1
Tentative Tract Map	0	2	2	2
Parcel Map	2	2	2	2
Design Review Application	11	7	5	5
Variances	2	1	1	1
Conditional Use Permit	6	4	5	5
Planned Development	0	0	1	2
Lot Line Adjustment	1	0	2	2
Parcel Merger	2	1	1	1
Specific Plan	0	2	0	0
<b>Total Development Entitlements:</b>	<b>27</b>	<b>23</b>	<b>23</b>	<b>22</b>
Ordinances	4	4	6	5
Appeals	1	5	2	2
Code Interpretation	0	0	2	2
Environmental Review	4	11	10	10
Accessory Sign Permit	26	24	20	20
Alcohol Beverage Control License	3	0	4	4
Business License/Zoning Approval	96	87	100	100

Certificate of Compliance	2	2	3	3
Special Event Permits	21	20	20	20
Staff Review Permits	55	24	24	24
Temporary Occupancy Permits	21	25	20	20
<b>Total Applications:</b>	<b>260</b>	<b>225</b>	<b>234</b>	<b>232</b>
Notes: * Figures based development interest (2013 Planning Activity Report, etc.), ** Estimates from Hdl database as of April 2013, *** Actual figures from Hdl database				

# Planning

Acct #	General Fund-001 Planning-4100	2010-2011 Actual (Audited)	2011-2012 Actual (Audited)	2012-2013 Adjusted Budget	2012-2013 Year End Estimate	2013-2014 Adopted Budget	2014-2015 Adopted Budget
<b>SALARIES &amp; WAGES:</b>							
3010	SALARIES	280,692	378,110	427,140	325,000	494,735	443,645
3040	OVERTIME	-	-	-	-	-	-
3050	COMPENSATORY TIME	2,794	5,460	-	-	-	-
3100	SICK LEAVE	7,033	7,873	-	-	-	-
3110	HOLIDAY	14,293	18,811	-	-	-	-
3120	VACATION	16,570	28,868	-	-	-	-
3125	MANAGEMENT LEAVE	5,419	5,347	-	-	-	-
	<b>TOTAL SALARIES &amp; WAGES</b>	<b>326,801</b>	<b>444,469</b>	<b>427,140</b>	<b>325,000</b>	<b>494,735</b>	<b>443,645</b>
<b>BENEFITS:</b>							
3510	CAFETERIA PLAN	46,273	-	64,400	64,400	77,400	69,930
3530	MEDICARE & SOCIAL SECURITY	4,798	5,995	6,195	6,195	10,875	6,435
3560	PERS-RETIREMENT	72,767	91,936	93,975	93,975	97,450	102,930
3590	LIFE INSURANCE	1,045	1,233	1,410	1,410	1,440	1,485
3600	AUTO ALLOWANCE	1,446	2,170	2,700	2,700	5,400	2,700
	<b>TOTAL BENEFITS</b>	<b>126,329</b>	<b>101,333</b>	<b>168,680</b>	<b>168,680</b>	<b>192,565</b>	<b>183,460</b>
<b>OPERATIONS &amp; MATERIALS:</b>							
4080	BUILDING SERVICES DEPARTMENT CHARGE	21,076	22,716	-	-	-	-
4198	CITY ADMINISTRATION	-	674	-	-	-	-
4199	INSURANCE DEPARTMENT CHARGE	12,693	13,105	16,890	16,890	13,330	13,815
4200	OFFICE SUPPLIES	13,222	2,897	4,500	1,500	4,000	4,000
4203	EQUIPMENT/FURNITURE	289	-	-	-	1,500	-
4210	POSTAGE	3,663	4,368	4,000	4,000	4,000	4,000
4245	EQUIPMENT MAINTENANCE	-	-	-	-	-	-
4255	SOFTWARE SUPPORT	-	-	4,500	-	4,500	4,500
4300	ADVERTISING	-	-	-	-	-	-
4310	DUES & SUBSCRIPTIONS	873	1,166	1,000	1,000	1,000	1,000
4320	TRAVEL & CONFERENCE	-	3,420	3,000	3,000	-	-
4330	TRAINING	581	3,123	1,000	1,000	8,000	3,000
4332	MILEAGE REIMBURSEMENT	169	239	500	500	500	500
4336	COMMUNITY EVENTS	533	326	600	600	600	600
4345	NOTICE OF DETERMINATION	4,804	2,294	6,000	6,000	6,500	6,500
4346	LAFCO FEES	-	-	-	-	-	-
4450	RELEASE/USE OF DEPOSIT/FEE	175	3,075	5,000	5,000	5,000	5,000
	<b>TOTAL OPERATIONS &amp; MATERIALS</b>	<b>58,078</b>	<b>57,400</b>	<b>46,990</b>	<b>39,490</b>	<b>48,930</b>	<b>42,915</b>
<b>CONTRACTUAL SERVICES:</b>							
4520	CONTRACT SERVICES-ATTORNEY	4,200	-	5,000	500	-	-
4547	CONTRACT SERVICES-ARCHITECTURAL LANDSCAPE	-	-	-	-	-	-
4548	CONTRACT SERVICES-PLANNING	-	-	5,000	-	-	-
4554	CONTRACT SERVICES-CONSULTANT	32,060	176,595	166,090	125,000	255,500	114,000
4582	CONTRACT SERVICES-STUDIES	-	-	-	-	-	-
4600	CONTRACT SERVICES-GENERAL PLAN	-	-	-	-	5,000	-
4605	CONTRACT SERVICES-CONSERVATION PLAN	-	-	8,000	-	4,000	4,000
4661	CONTRACT SERVICES-SMARA COMPLIANCE	-	-	-	-	-	-
4662	CONTRACT SERVICES-HOUSING ELEMENT	-	4,320	10,000	10,000	4,000	-
	<b>TOTAL CONTRACTUAL SERVICES</b>	<b>36,259</b>	<b>180,915</b>	<b>194,090</b>	<b>135,500</b>	<b>268,500</b>	<b>118,000</b>
<b>TOTAL PLANNING</b>		<b>547,467</b>	<b>784,117</b>	<b>836,900</b>	<b>668,670</b>	<b>1,004,730</b>	<b>788,020</b>



# PUBLIC SERVICES

## 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	1.000	
Public Services Coordinator	1.000	
Intern*	0.500	Total FTE 2.500
*Part-time		

## Accomplishments:

In 2010 the City received its' new multi-year 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 new 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 solid waste diversion efforts. As a result, the City's 2011 Jurisdictional Annual Report to CalRecycle revealed that City has exceeded the mandated diversion goal set by the state. This demonstrates the City has meet its' compliance requirements every year since implementing the automated collection program.

## Goals & 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>2011/12</u>	<u>2012/13</u>	<u>2013/14</u>	<u>2014/15</u>
Solid Waste Liens	796	799	750	750
Solid Waste Lien Demands	145	160	150	150
Solid Waste Exemptions	142	130	130	130
NPDES Inspections	76	80	100	110

## Public Services

Acct #	General Fund-001 Public Services-4200	2010-2011 Actual (Audited)	2011-2012 Actual (Audited)	2012-2013 Adjusted Budget	2012-2013 Year End Estimate	2013-2014 Adopted Budget	2014-2015 Adopted Budget
<b>SALARIES &amp; WAGES:</b>							
3010	SALARIES	125,214	143,346	150,100	150,100	153,100	156,300
3040	OVERTIME	-	-	-	-	-	-
3050	COMPENSATORY TIME	1,911	965	-	-	-	-
3100	SICK LEAVE	-	-	-	-	-	-
3110	HOLIDAY	5,955	7,465	-	-	-	-
3120	VACATION	7,429	9,536	-	-	-	-
3125	MANAGEMENT LEAVE	1,730	4,427	-	-	-	-
	<b>TOTAL SALARIES &amp; WAGES</b>	<b>142,239</b>	<b>165,740</b>	<b>150,100</b>	<b>150,100</b>	<b>153,100</b>	<b>156,300</b>
<b>BENEFITS:</b>							
3510	CAFETERIA PLAN	20,566	-	22,800	22,800	24,000	25,200
3530	MEDICARE & SOCIAL SECURITY	2,737	2,745	2,905	2,905	2,960	3,025
3560	PERS-RETIREMENT	30,135	31,958	30,450	30,450	31,630	33,435
3590	LIFE INSURANCE	444	456	460	460	470	480
	<b>TOTAL BENEFITS</b>	<b>53,882</b>	<b>35,159</b>	<b>56,615</b>	<b>56,615</b>	<b>59,060</b>	<b>62,140</b>
<b>OPERATIONS &amp; MATERIALS:</b>							
4060	TELEPHONE	315	289	360	360	-	-
4061	CELL PHONES/SATELLITE PHONES	-	-	-	-	360	360
4080	BUILDING SERVICES DEPARTMENT CHARGE	14,050	15,152	-	-	-	-
4199	INSURANCE DEPARTMENT CHARGE	12,693	13,105	16,890	16,890	13,330	13,815
4200	OFFICE SUPPLIES	1,502	1,136	2,000	1,500	2,000	2,000
4202	CRV GRANT USE	-	13,987	13,650	13,650	14,500	14,500
4203	EQUIPMENT/FURNITURE	-	-	-	-	-	-
4206	MATERIALS	904	278	700	700	700	700
4210	POSTAGE	250	160	400	400	400	400
4220	FUEL	1,283	805	1,200	1,200	1,200	1,200
4240	VEHICLE MAINTENANCE	632	146	900	900	600	600
4249	UNIFORMS	-	-	-	-	425	425
4250	SPECIAL DEPARTMENT SUPPLIES	172	120	425	425	500	500
4300	ADVERTISING	-	88	1,000	-	1,000	1,000
4310	DUES & SUBSCRIPTIONS	50	89	500	500	350	250
4320	TRAVEL & CONFERENCE	100	-	-	-	2,000	2,500
4330	TRAINING	2,674	2,253	3,900	1,000	1,510	1,590
4332	MILEAGE REIMBURSEMENT	334	-	400	400	400	400
4349	GRANT PROGRAMS	-	-	-	-	64,060	-
	<b>TOTAL OPERATIONS &amp; MATERIALS</b>	<b>34,959</b>	<b>47,608</b>	<b>42,325</b>	<b>37,925</b>	<b>103,335</b>	<b>40,240</b>
<b>CONTRACTUAL SERVICES:</b>							
4596	CONTRACT SERVICES-ENVIRON. HEALTH SERVICES	52,946	50,440	67,000	64,000	64,000	67,000
4665	CONTRACT SERVICES-STORM DRAIN	51,246	92,272	120,000	95,000	115,900	126,300
	<b>TOTAL CONTRACTUAL SERVICES</b>	<b>104,192</b>	<b>142,711</b>	<b>187,000</b>	<b>159,000</b>	<b>179,900</b>	<b>193,300</b>
	<b>TOTAL PUBLIC SERVICES</b>	<b>335,272</b>	<b>391,218</b>	<b>436,040</b>	<b>403,640</b>	<b>495,395</b>	<b>451,980</b>



# BUILDING & SAFETY

## **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	0.050	
Community Development Director*	0.025 (for first year of budget only)	
Building Official	0.500	
Permit Technician	1.000	Total FTE 1.575

\*Part-time

## **Accomplishments:**

During the budget period (2011- April 1, 2013), a construction valuation of \$32,665,626 in projects was permitted, bringing in approximately \$852,200 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 stored paper plans and document files.

## **Goals & 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. Continue transferring all currently stored plans and files to electronically archives.
3. Find alternate funding or means in the abatement of sub-standard properties.

- Investigate the acquisition and implementation of web based equipment to eliminate paper files and enhance productivity.

**Performance Measures:**

	<u>2011/2012</u>	<u>2012/13 (Thru April 1)</u>
New Industrial Permits	0	0
New Commercial Permits	5	3
New Single Family Residence Permits	16	22
Other Permits	1248	818
Plan Checks	120	164
Inspections Performed	4121	3295

## Building & Safety

Acct #:	General Fund-001 Building & Safety-4500	2010-2011 Actual (Audited)	2011-2012 Actual (Audited)	2012-2013 Adjusted Budget	2012-2013 Year End Estimate	2013-2014 Adopted Budget	2014-2015 Adopted Budget
<b>SALARIES &amp; WAGES:</b>							
3010	SALARIES	92,826	105,089	101,095	101,095	106,490	105,205
3040	OVERTIME	828	-	-	-	-	-
3050	COMPENSATORY TIME	-	177	-	-	-	-
3100	SICK LEAVE	739	196	-	-	-	-
3110	HOLIDAY	5,167	4,130	-	-	-	-
3120	VACATION	2,057	2,006	-	-	-	-
3125	MANAGEMENT LEAVE	2,904	2,443	-	-	-	-
	<b>TOTAL SALARIES &amp; WAGES</b>	<b>104,522</b>	<b>114,040</b>	<b>101,095</b>	<b>101,095</b>	<b>106,490</b>	<b>105,205</b>
<b>BENEFITS:</b>							
3510	CAFETERIA PLAN	15,167	-	17,670	17,670	19,200	19,530
3530	MEDICARE & SOCIAL SECURITY	2,222	1,595	1,470	1,470	1,750	1,525
3560	PERS-RETIREMENT	21,267	22,699	22,240	22,240	23,110	24,410
3590	LIFE INSURANCE	311	320	335	335	340	350
3600	AUTO ALLOWANCE	181	180	150	150	300	150
	<b>TOTAL BENEFITS</b>	<b>39,148</b>	<b>24,794</b>	<b>41,865</b>	<b>41,865</b>	<b>44,700</b>	<b>45,965</b>
<b>OPERATIONS &amp; MATERIALS:</b>							
4062	AIR CARDS	-	-	-	-	2,000	2,000
4080	BUILDING SERVICES DEPARTMENT CHARGE	6,856	7,395	-	-	-	-
4199	INSURANCE DEPARTMENT CHARGE	12,693	13,093	16,890	16,890	13,330	13,815
4200	OFFICE SUPPLIES	2,136	1,856	3,200	1,000	3,200	3,200
4203	EQUIPMENT/FURNITURE	-	-	-	-	-	-
4206	MATERIALS	-	-	100	100	1,200	200
4210	POSTAGE	102	126	250	250	250	250
4220	FUEL	711	393	1,800	1,800	1,800	1,800
4240	VEHICLE MAINTENANCE	902	300	1,000	1,000	1,000	1,000
4250	SPECIAL DEPARTMENT SUPPLIES	-	-	-	-	600	600
4255	SOFTWARE SUPPORT	5,174	5,312	5,700	5,700	10,150	5,000
4310	DUES & SUBSCRIPTIONS	240	668	800	800	800	800
4320	TRAVEL & CONFERENCE	-	-	-	-	-	-
4330	TRAINING	500	890	1,200	1,200	1,200	1,200
4332	MILEAGE REIMBURSEMENT	-	-	120	120	150	150
	<b>TOTAL OPERATIONS &amp; MATERIALS</b>	<b>29,314</b>	<b>30,032</b>	<b>31,060</b>	<b>28,860</b>	<b>35,680</b>	<b>30,015</b>
<b>CONTRACTUAL SERVICES:</b>							
4540	CONTRACT SERVICES-BUILDING INSPECTIONS	168,948	248,818	232,200	130,000	225,040	350,000
4542	CONTRACT SERVICES-SMIP	740	1,292	3,000	500	3,000	3,000
4543	CONTRACT SERVICES-BSAR FUND	890	1,270	2,000	500	2,000	2,000
4556	CONTRACT SERVICES-DEMOLITION	-	-	-	-	-	-
	<b>TOTAL CONTRACTUAL SERVICES</b>	<b>170,577</b>	<b>251,380</b>	<b>237,200</b>	<b>131,000</b>	<b>230,040</b>	<b>355,000</b>
	<b>TOTAL BUILDING &amp; SAFETY</b>	<b>343,562</b>	<b>420,246</b>	<b>411,220</b>	<b>302,820</b>	<b>416,910</b>	<b>536,185</b>



# CODE ENFORCEMENT

## 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 Compliance Officers are teamed along with the Problem Oriented Policing (POP) Officer assisting in abating blight and crime throughout the City.

## Full-Time Equivalent:

Community Development Director	0.050	
Community Development Director*	0.025 (for first year of budget only)	
Building Official	0.500	
Senior Code Compliance Officer	0.250	
Code Compliance Officer	1.000	
Code Compliance Officer*	0.500	
Administrative Assistant II	0.600	Total FTE 2.925

\*Part-time

## Accomplishments:

Since July 2011, Code Compliance has generated approximately:

- \$149,550 in Administrative Citation fines/fees have been issued with \$43,141 collected.
- \$ 70,000 in Residential Rental Registrations fees collected.
- \$ 17,000 in Foreclosure Registration fees collected.

In the past two years, the Division has expended \$47,850.00 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 7,000 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 and occasional after hours coverage.

Since July 2011, Code Enforcement staff has conducted 3,676 inspections of various types/ complaints and currently has 1,335 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 & 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.
6. Establish a web based data system to eliminate paper files and enhance the productivity of staff.

## Code Enforcement

Acct #	General Fund-001 Code Enforcement-4600	2010-2011 Actual (Audited)	2011-2012 Actual (Audited)	2012-2013 Adjusted Budget	2012-2013 Year End Estimate	2013-2014 Adopted Budget	2014-2015 Adopted Budget
<b>SALARIES &amp; WAGES:</b>							
3010	SALARIES	111,897	157,327	175,840	175,840	182,575	182,855
3040	OVERTIME	-	120	-	-	-	-
3050	COMPENSATORY TIME	143	70	-	-	-	-
3100	SICK LEAVE	1,861	2,455	-	-	-	-
3110	HOLIDAY	5,141	6,273	-	-	-	-
3120	VACATION	2,263	3,534	-	-	-	-
3125	MANAGEMENT LEAVE	2,904	2,443	-	-	-	-
	<b>TOTAL SALARIES &amp; WAGES</b>	<b>124,211</b>	<b>172,221</b>	<b>175,840</b>	<b>175,840</b>	<b>182,575</b>	<b>182,855</b>
<b>BENEFITS:</b>							
3510	CAFETERIA PLAN	28,535	-	38,760	38,760	41,400	42,840
3530	MEDICARE & SOCIAL SECURITY	3,835	3,516	4,200	4,200	4,535	4,365
3560	PERS-RETIREMENT	23,559	28,397	32,835	32,835	34,085	36,020
3590	LIFE INSURANCE	344	397	495	495	505	515
3600	AUTO ALLOWANCE	181	180	150	150	300	150
	<b>TOTAL BENEFITS</b>	<b>56,454</b>	<b>32,490</b>	<b>76,440</b>	<b>76,440</b>	<b>80,825</b>	<b>83,890</b>
<b>OPERATIONS &amp; MATERIALS:</b>							
4060	TELEPHONE	1,669	2,528	1,680	1,680	-	-
4061	CELL PHONES/SATELLITE PHONES	-	-	-	-	1,750	1,750
4062	AIR CARDS	-	-	-	-	2,000	2,000
4080	BUILDING SERVICES DEPARTMENT CHARGE	10,623	11,444	-	-	-	-
4199	INSURANCE DEPARTMENT CHARGE	12,693	13,093	16,890	16,890	13,330	13,815
4200	OFFICE SUPPLIES	3,453	4,214	4,000	3,605	4,000	4,000
4203	EQUIPMENT/FURNITURE	381	-	-	-	-	-
4206	MATERIALS	251	282	500	500	-	-
4210	POSTAGE	2,534	3,146	2,000	2,000	3,800	3,800
4220	FUEL	3,305	4,603	3,800	3,800	8,000	9,000
4240	VEHICLE MAINTENANCE	577	701	2,000	2,000	2,000	2,000
4249	UNIFORMS	-	-	-	-	900	900
4250	SPECIAL DEPARTMENT SUPPLIES	522	134	900	900	-	-
4255	SOFTWARE SUPPORT	4,304	4,419	3,900	3,900	7,000	5,000
4290	TITLE SEARCH	-	-	1,000	-	1,000	1,000
4310	DUES & SUBSCRIPTIONS	-	-	-	-	-	-
4320	TRAVEL & CONFERENCE	-	-	-	-	-	-
4330	TRAINING	150	-	-	-	100	100
4332	MILEAGE REIMBURSEMENT	-	-	200	200	-	-
	<b>TOTAL OPERATIONS &amp; MATERIALS</b>	<b>40,463</b>	<b>44,563</b>	<b>36,870</b>	<b>35,475</b>	<b>43,880</b>	<b>43,365</b>
<b>CONTRACTUAL SERVICES:</b>							
4520	CONTRACT SERVICES-ATTORNEY	49,304	53,451	40,000	40,000	40,000	40,000
4538	CONTRACT SERVICES-CODE ENFORCEMENT	-	-	-	-	-	-
4545	CONTRACT SERVICES-WEED ABATEMENT	6,436	5,750	7,000	7,000	6,500	6,500
4556	CONTRACT SERVICES-DEMOLITION	-	-	20,000	-	-	-
4557	CONTRACT SERVICES-BOARD/SECURE	32,120	22,789	30,000	25,000	30,000	30,000
	<b>TOTAL CONTRACTUAL SERVICES</b>	<b>87,860</b>	<b>81,990</b>	<b>97,000</b>	<b>72,000</b>	<b>76,500</b>	<b>76,500</b>
<b>TOTAL CODE ENFORCEMENT</b>		<b>308,988</b>	<b>331,264</b>	<b>386,150</b>	<b>359,755</b>	<b>383,780</b>	<b>386,610</b>



# PARKS

## Introduction:

This budget provides funding for three parks – Aurantia Park, Highland Community Park and Memorial Park.

Aurantia Park is approximately 10 acres in size and contains picnic facilities including a children’s play structure, a large parking lot, a public restroom, an orange grove, a dog run. And a walking trail system with a bridge relocated from Greenspot Road over Plunge Creek.

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

Memorial Park is approximately 1 acre in size with memorial fame and wall structure, water fountain, seating area, hardscape and citrus grove. The parking lot is shared with the adjacent police station.

## Full-Time Equivalent:

Public Works Manager	0.050	
Senior Maintenance Worker	1.000	
Maintenance Worker II	1.000	
Maintenance Worker I	0.100	Total FTE 2.150

# Parks

Acct #	General Fund-001 Parks-6000	2010-2011 Actual (Audited)	2011-2012 Actual (Audited)	2012-2013 Adjusted Budget	2012-2013 Year End Estimate	2013-2014 Adopted Budget	2014-2015 Adopted Budget
<b>SALARIES &amp; WAGES:</b>							
3010	SALARIES	54,356	73,998	101,725	101,725	102,595	104,540
3040	OVERTIME	7,073	2,051	-	-	-	-
3050	COMPENSATORY TIME	3,294	1,456	-	-	-	-
3100	SICK LEAVE	257	581	-	-	-	-
3110	HOLIDAY	3,551	4,217	-	-	-	-
3120	VACATION	4,930	3,068	-	-	-	-
	<b>TOTAL SALARIES &amp; WAGES</b>	<b>73,460</b>	<b>85,371</b>	<b>101,725</b>	<b>101,725</b>	<b>102,595</b>	<b>104,540</b>
<b>BENEFITS:</b>							
3510	CAFETERIA PLAN	28,278	-	25,650	25,650	25,800	27,090
3530	MEDICARE & SOCIAL SECURITY	2,620	2,362	1,480	1,480	1,490	1,520
3560	PERS-RETIREMENT	22,022	22,847	22,380	22,380	22,980	24,255
3590	LIFE INSURANCE	344	327	340	340	340	345
	<b>TOTAL BENEFITS</b>	<b>53,264</b>	<b>25,536</b>	<b>49,850</b>	<b>49,850</b>	<b>50,610</b>	<b>53,210</b>
<b>OPERATIONS &amp; MATERIALS:</b>							
4010	ELECTRICITY	68,655	64,793	76,000	76,000	76,000	76,000
4030	WATER/SEWER	82,869	115,557	77,200	77,200	116,000	116,000
4040	PEST CONTROL SUPPLIES/MATERIALS	4,587	4,993	5,000	5,000	-	-
4045	LANDSCAPING SUPPLIES	-	-	500	500	500	500
4050	TRASH	-	-	500	500	500	500
4055	JANITORIAL SUPPLIES	29,361	9,097	4,200	4,200	9,000	9,000
4060	TELEPHONE	1,310	1,021	1,400	1,400	480	480
4061	CELL PHONES/SATELLITE PHONES	-	-	-	-	1,200	1,200
4066	ALARM MONITORING	-	-	-	-	2,400	2,400
4070	BUILDING MAINTENANCE	50,986	66,585	67,000	67,000	14,000	14,000
4116	OPERATING TRANSFER OUT-PMD	35,893	33,052	37,790	37,790	39,810	38,890
4198	CITY ADMINISTRATION	5,282	1,142	8,000	2,500	8,000	8,000
4199	INSURANCE DEPARTMENT CHARGE	12,693	13,093	16,890	16,890	13,330	13,815
4200	OFFICE SUPPLIES	-	322	-	-	-	-
4203	EQUIPMENT/FURNITURE	-	-	-	-	1,000	1,000
4206	MATERIALS	11,516	10,258	13,000	13,000	13,000	13,000
4210	POSTAGE	-	-	50	50	-	-
4220	FUEL	12,178	14,704	14,300	14,300	14,300	14,300
4240	VEHICLE MAINTENANCE	3,471	1,841	1,600	1,600	1,600	1,600
4245	EQUIPMENT MAINTENANCE	3,734	2,811	2,400	2,400	2,400	2,400
4248	EQUIPMENT RENTAL/LEASE	97	-	500	500	500	500
4249	UNIFORMS	-	-	-	-	850	850
4250	SPECIAL DEPARTMENT SUPPLIES	902	624	1,125	1,125	-	-
4330	TRAINING	-	-	400	400	400	400
	<b>TOTAL OPERATIONS &amp; MATERIALS</b>	<b>323,533</b>	<b>339,895</b>	<b>327,855</b>	<b>322,355</b>	<b>315,270</b>	<b>314,835</b>
<b>CONTRACTUAL SERVICES:</b>							
4504	CONTRACT SERVICES-JANITORIAL SERVICES	-	17,460	27,000	15,000	18,000	18,000
4526	CONTRACT SERVICES-YMCA	421,137	385,542	477,540	425,000	477,540	477,540
4533	CONTRACT SERVICES-SOFTWARE SUBSCRIPTIONS	2,199	2,199	3,300	3,300	3,300	3,300
4550	CONTRACT SERVICES-ENGINEERING	2,618	-	-	-	-	-
4578	CONTRACT SERVICES-STREET STRIPING	-	-	4,000	-	14,000	-
4585	CONTRACT SERVICES-LANDSCAPE MAINTENANCE	85,576	97,548	85,400	85,400	77,695	77,695
4587	CONTRACT SERVICES-ELEVATOR MAINTENANCE	-	-	-	-	5,065	5,065
4588	CONTRACT SERVICES-HVAC MAINTENANCE	-	-	-	-	48,655	48,655
4589	CONTRACT SERVICES-PEST CONTROL	-	-	-	-	5,000	5,000
4680	CONTRACT SERVICES-TREE TRIMMING	1,324	-	5,000	5,000	7,000	9,000
	<b>TOTAL CONTRACTUAL SERVICES</b>	<b>512,854</b>	<b>502,750</b>	<b>602,240</b>	<b>533,700</b>	<b>656,255</b>	<b>644,255</b>

# Parks

Acct #	General Fund-001 Parks-6000	2010-2011 Actual (Audited)	2011-2012 Actual (Audited)	2012-2013 Adjusted Budget	2012-2013 Year End Estimate	2013-2014 Adopted Budget	2014-2015 Adopted Budget
	CAPITAL OUTLAY:						
6040	EQUIPMENT	-	-	-	-	-	-
	TOTAL CAPITAL OUTLAY	-	-	-	-	-	-
	<b>TOTAL PARKS</b>	963,111	953,552	1,081,670	1,007,630	1,124,730	1,116,840



# GRAFFITI

## 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 square footage of graffiti removed, gallons of paint used and 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. Public Works staff also removes the graffiti from street signs.

The program also includes photographing and logging all graffiti and compiling cost for eradication when apprehensions are made and retribution paid.

## Full-Time Equivalent:

Maintenance Worker II 1.000 Total FTE 1.000

## Performance Measures:

	<u>2009/10</u>	<u>2010/11</u>	<u>2011/12</u>	<u>2012/13</u>	<u>2013/14</u>	<u>2014/15</u>
Square Feet Abated	252,600	170,000	200,000	200,000	220,000	220,000

# Graffiti

Acct #	General Fund-001 Graffiti-6010	2010-2011 Actual (Audited)	2011-2012 Actual (Audited)	2012-2013 Adjusted Budget	2012-2013 Year End Estimate	2013-2014 Adopted Budget	2014-2015 Adopted Budget
<b>SALARIES &amp; WAGES:</b>							
3010	SALARIES	35,701	47,438	42,800	42,800	43,700	44,500
3040	OVERTIME	2,298	478	-	-	-	-
3050	COMPENSATORY TIME	1,181	1,236	-	-	-	-
3100	SICK LEAVE	2,374	1,642	-	-	-	-
3110	HOLIDAY	2,115	1,838	-	-	-	-
3120	VACATION	2,708	2,170	-	-	-	-
	<b>TOTAL SALARIES &amp; WAGES</b>	<b>46,377</b>	<b>54,802</b>	<b>42,800</b>	<b>42,800</b>	<b>43,700</b>	<b>44,500</b>
<b>BENEFITS:</b>							
3510	CAFETERIA PLAN	10,283	-	11,400	11,400	12,000	12,600
3530	MEDICARE & SOCIAL SECURITY	842	801	625	625	635	645
3560	PERS-RETIREMENT	9,573	9,889	9,420	9,420	9,790	10,325
3590	LIFE INSURANCE	142	142	145	145	145	150
	<b>TOTAL BENEFITS</b>	<b>20,840</b>	<b>10,833</b>	<b>21,590</b>	<b>21,590</b>	<b>22,570</b>	<b>23,720</b>
<b>OPERATIONS &amp; MATERIALS:</b>							
4030	WATER/SEWER	-	-	-	-	-	-
4060	TELEPHONE	-	667	900	900	-	-
4061	CELL PHONES/SATELLITE PHONES	-	-	-	-	900	900
4198	CITY ADMINISTRATION	3,913	1,216	5,000	5,000	1,500	1,500
4199	INSURANCE DEPARTMENT CHARGE	12,693	13,098	16,890	16,890	13,330	13,815
4200	OFFICE SUPPLIES	-	-	-	-	-	-
4206	MATERIALS	9,081	5,327	12,000	5,000	13,000	13,000
4210	POSTAGE	-	-	-	-	-	-
4220	FUEL	6,148	7,260	6,800	6,800	7,000	7,000
4240	VEHICLE MAINTENANCE	1,651	316	1,400	1,400	2,000	2,000
4245	EQUIPMENT MAINTENANCE	1,062	883	2,400	2,400	1,800	1,800
4248	EQUIPMENT RENTAL/LEASE	20	-	-	-	-	-
4249	UNIFORMS	-	-	-	-	425	425
4250	SPECIAL DEPARTMENT SUPPLIES	394	287	425	425	-	-
4330	TRAINING	191	-	200	200	200	200
4347	GRAFFITI REWARD PROGRAM	-	-	500	500	500	500
	<b>TOTAL OPERATIONS &amp; MATERIALS</b>	<b>35,153</b>	<b>29,055</b>	<b>46,515</b>	<b>39,515</b>	<b>40,655</b>	<b>41,140</b>
<b>CONTRACTUAL SERVICES:</b>							
4667	CONTRACT SERVICES-GRAFFITI	-	-	500	500	-	-
	<b>TOTAL CONTRACTUAL SERVICES</b>	<b>-</b>	<b>-</b>	<b>500</b>	<b>500</b>	<b>-</b>	<b>-</b>
<b>CAPITAL OUTLAY:</b>							
6040	EQUIPMENT	6,860	-	-	-	-	-
	<b>TOTAL CAPITAL OUTLAY</b>	<b>6,860</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>TOTAL GRAFFITI</b>		<b>109,230</b>	<b>94,689</b>	<b>111,405</b>	<b>104,405</b>	<b>106,925</b>	<b>109,360</b>

# COMMUNITY VOLUNTEER SERVICES

## Introduction:

The community volunteer service programs are under managed by 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 and the Safe Route to School events.

## Full-Time Equivalent:

Community Volunteer Services Coordinator\*      0.750    Total FTE 0.750  
\*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 Public Safety Appreciation Week events.
3. Successfully held the annual Volunteer Recognition Dinner.
4. Provided support services for the three Fire Station Open House events.
5. Successfully initiated the Safe Routes to Schools Program in four elementary schools.

## Goals & Objectives:

1. Continue to develop and implement a wide range of civic and community events to bring together various groups emphasizing community spirit and pride.
2. 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.
3. Continue to disseminate information to the media regarding City programs and event.
4. Continue to develop and implement the Safe Routes to Schools Program in two additional elementary schools.

## Community Volunteer Services

Acct #	General Fund-001 Community Volunteer Services-6020	2010-2011 Actual (Audited)	2011-2012 Actual (Audited)	2012-2013 Adjusted Budget	2012-2013 Year End Estimate	2013-2014 Adopted Budget	2014-2015 Adopted Budget
<b>SALARIES &amp; WAGES:</b>							
3010	SALARIES	18,502	37,443	21,800	21,800	33,300	33,900
3040	OVERTIME	-	-	-	-	-	-
	<b>TOTAL SALARIES &amp; WAGES</b>	<b>18,502</b>	<b>37,443</b>	<b>21,800</b>	<b>21,800</b>	<b>33,300</b>	<b>33,900</b>
<b>BENEFITS:</b>							
3510	CAFETERIA PLAN	10,283	-	11,400	11,400	12,000	12,600
3530	MEDICARE & SOCIAL SECURITY	258	380	1,675	1,675	485	495
3560	PERS-RETIREMENT	4,138	6,254	4,800	4,800	7,460	7,865
3590	LIFE INSURANCE	-	-	-	-	-	-
	<b>TOTAL BENEFITS</b>	<b>14,679</b>	<b>6,634</b>	<b>17,875</b>	<b>17,875</b>	<b>19,945</b>	<b>20,960</b>
<b>OPERATIONS &amp; MATERIALS:</b>							
4199	INSURANCE DEPARTMENT CHARGE	-	-	-	-	13,330	13,815
4200	OFFICE SUPPLIES	757	931	1,000	1,000	1,000	1,000
4206	MATERIALS	1,452	810	1,500	300	1,500	1,500
4210	POSTAGE	400	281	600	600	600	600
4300	ADVERTISING	274	410	500	500	500	500
4310	DUES & SUBSCRIPTIONS	55	35	-	-	75	75
4320	TRAVEL & CONFERENCE	-	-	-	-	-	-
4330	TRAINING	185	200	350	350	430	430
4332	MILEAGE REIMBURSEMENT	11	-	200	200	200	200
4336	COMMUNITY EVENTS	12,904	12,915	14,430	14,430	13,500	13,500
4349	GRANT PROGRAMS	-	5,023	-	-	7,000	16,700
	<b>TOTAL OPERATIONS &amp; MATERIALS</b>	<b>16,038</b>	<b>20,605</b>	<b>18,580</b>	<b>17,380</b>	<b>38,135</b>	<b>48,320</b>
	<b>TOTAL COMMUNITY VOLUNTEER SERVICES</b>	<b>49,219</b>	<b>64,682</b>	<b>58,255</b>	<b>57,055</b>	<b>91,380</b>	<b>103,180</b>

# TRAILS

## **Introduction:**

This budget provides funding for approximately 20 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. The length of public trails maintained under this budget is approximately 8.5 miles.

## **Full-Time Equivalents:**

There are no personnel directly charged to this fund.

## Trails

Acct #	General Fund-001 Trails-6100	2010-2011 Actual (Audited)	2011-2012 Actual (Audited)	2012-2013 Adjusted Budget	2012-2013 Year End Estimate	2013-2014 Adopted Budget	2014-2015 Adopted Budget
<b>OPERATIONS &amp; MATERIALS:</b>							
4198	CITY ADMINISTRATION	510	100	400	400	1,500	1,500
4203	EQUIPMENT/FURNITURE	-	-	-	-	350	-
4206	MATERIALS	4,001	-	5,000	-	5,000	5,000
4248	EQUIPMENT RENTAL/LEASE	-	-	-	-	2,000	2,000
4330	TRAINING	-	-	-	-	-	-
	<b>TOTAL OPERATIONS &amp; MATERIALS</b>	<b>4,510</b>	<b>100</b>	<b>5,400</b>	<b>400</b>	<b>8,850</b>	<b>8,500</b>
<b>CONTRACTUAL SERVICES:</b>							
4550	CONTRACT SERVICES-ENGINEERING	-	-	-	-	-	-
4585	CONTRACT SERVICES-LANDSCAPE MAINTENANCE	-	-	10,000	-	-	-
	<b>TOTAL CONTRACTUAL SERVICES</b>	<b>-</b>	<b>-</b>	<b>10,000</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>CAPITAL PROJECTS:</b>							
6816	TRAILS CONSTRUCTION	-	-	-	-	-	-
	<b>TOTAL CAPITAL PROJECTS</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>TOTAL TRAILS</b>		<b>4,510</b>	<b>100</b>	<b>15,400</b>	<b>400</b>	<b>8,850</b>	<b>8,500</b>

# TRAFFIC SAFETY

## **Introduction:**

The Traffic safety fund accounts for various fines such as; red light fines, CVC fines, traffic fines, etc. These fines can only be used for traffic safety purposes. Some of the approved uses of these revenues include; traffic safety signs, radar feedback signs, signals, lighted crosswalks and crossing guards.

The City's crossing guard program is administered through the Public Works Department and is accounted for in the Traffic Safety fund. For the past thirteen 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 seven existing public elementary school campuses within its boundaries, and one middle school campus all are on traditional schedules. 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.

## **Full-Time Equivalent:**

There are no personnel directly charged to this fund.

## Traffic Safety

Acct #:	Traffic Safety-002 Traffic Safety-8200	2010-2011 Actual (Audited)	2011-2012 Actual (Audited)	2012-2013 Adjusted Budget	2012-2013 Year End Estimate	2013-2014 Adopted Budget	2014-2015 Adopted Budget
<b>OPERATIONS &amp; MATERIALS:</b>							
4203	EQUIPMENT/FURNITURE	-	-	-	-	-	-
4206	MATERIALS	14,908	-	13,000	13,000	15,000	30,000
	<b>TOTAL OPERATIONS &amp; MATERIALS</b>	<b>14,908</b>	<b>-</b>	<b>13,000</b>	<b>13,000</b>	<b>15,000</b>	<b>30,000</b>
<b>CONTRACTUAL SERVICES:</b>							
4530	CONTRACT SERVICES-CROSSING GUARD	29,928	31,217	37,000	35,000	35,000	38,500
4550	CONTRACT SERVICES-ENGINEERING	-	-	-	-	3,500	19,500
4586	CONTRACT SERVICES-RED LIGHT CAMERAS	144,448	147,672	152,400	152,400	138,000	138,000
	<b>TOTAL CONTRACTUAL SERVICES</b>	<b>174,376</b>	<b>178,889</b>	<b>189,400</b>	<b>187,400</b>	<b>176,500</b>	<b>196,000</b>
<b>CAPITAL OUTLAY:</b>							
6040	EQUIPMENT	-	-	31,000	31,000	-	-
	<b>TOTAL CAPITAL OUTLAY</b>	<b>-</b>	<b>-</b>	<b>31,000</b>	<b>31,000</b>	<b>-</b>	<b>-</b>
<b>CAPITAL PROJECTS:</b>							
6550	TRAFFIC IMPROVEMENTS	8,710	29,054	135,000	25,000	-	237,000
	<b>TOTAL CAPITAL PROJECTS</b>	<b>8,710</b>	<b>29,054</b>	<b>135,000</b>	<b>25,000</b>	<b>-</b>	<b>237,000</b>
<b>TOTAL TRAFFIC SAFETY</b>		<b>197,994</b>	<b>207,943</b>	<b>368,400</b>	<b>256,400</b>	<b>191,500</b>	<b>463,000</b>

# GAS TAX (PUBLIC WORKS)

## Introduction:

The Public Works Department is funded entirely by Gas Tax revenues. The responsibilities of the Public Works department include Street Maintenance, Weed Abatement, Traffic Signal Maintenance, City-owned Street Lights Maintenance, Storm Drain Maintenance, Street Sweeping, Striping/Traffic Signage, Tree Trimming, Building and Grounds Maintenance, Fleet Maintenance and Parkway Maintenance.

The State of California imposes excise taxes on various transportation fuels. Collectively, these excise taxes are referred to as "Gas Tax," "Highway User Tax," or "Motor Vehicle Fuel Tax." California motor vehicle fuel taxes include the gasoline tax, diesel fuel tax, and the use fuel tax. Taxes on aircraft jet fuel are transferred to the state Aeronautics Account. Taxes on fuel used for other motor vehicles are transferred to the state Highway Users Tax Account. These include:

The "gasoline tax" and "diesel fuel tax" imposed on the use of vehicle fuels at the rate of \$0.13 per gallon for diesel fuel and \$0.18 per gallon for gasoline, which includes the \$0.09 per gallon rate added by Proposition 111 (1994).

The "use fuel tax" is imposed on vendors and users of motor vehicle fuels that are not taxed under either the gasoline or diesel fuel tax, such as liquefied petroleum gas, ethanol, methanol and natural gas (both liquid and gaseous) for use on state highways. Use Fuel Tax rates vary depending on the type of fuel.

Beginning with the 2010-11 fiscal year, Section 2103 was added to allocate funds from a new motor vehicle fuel excise tax that replace previous city and county allocations from the Proposition 42 sales tax on gasoline. This is the change known as the "fuel tax swap of 2010." Section 2103 funds are allocated to cities on a per capita basis and to counties 75% based on the proportion of registered vehicles and 25% based on the proportion of maintained county road miles.

The use of these funds is restricted by Article XIX of the California State Constitution and by Streets and Highways Code Section 2101. All Motor Vehicle Fuel Tax funds allocated from the Highway Users Tax Account must be expended for the following:

(a) The research, planning, construction, improvement, maintenance, and operation of public streets and highways (and their related public facilities for non-motorized traffic), including the mitigation of their environmental effects, the payment for property taken or damaged for such purposes, and the administrative costs necessarily incurred in the foregoing purposes.

(b) The research and planning for exclusive public mass transit guideways (and their related fixed facilities), the payment for property taken or damaged for such purposes, and the administrative costs necessarily incurred in the foregoing purposes.

(c) The construction and improvement of exclusive public mass transit guideways (and their related fixed facilities), including the mitigation of their environmental effects, the payment for property taken or damaged for such purposes, the administrative costs necessarily incurred in the foregoing purposes, and the maintenance of the structures and the immediate right-of-way for the public mass transit guideways.

(d) The payment of principal and interest on voter-approved bonds issued for the purposes specified above.

**Full-Time Equivalents:**

City Manager	0.025	
Director of Administrative Services	0.025	
City Engineer/Public Works Dir.	0.350	
Assistant Public Works Director	0.800	
Public Works Manager	0.850	
Maintenance Worker I	0.500	
Maintenance Worker I	1.000	
Maintenance Worker I	0.650	
Administrative Assistant II	1.000	Total FTE 5.200

**Performance Measures:**

	<u>2011-2012</u>	<u>2012-2013</u>	<u>2013-2014</u>	<u>2014-2015</u>
Landscape Maintenance Districts	53	56	63	66
Roadway maintained (miles)	152	152	152	152
Signs installed	150	150	1,000	1,000
Signals maintained	32	32	34	35
Storm drain inspections	330	330	338	342
Street swept (curb miles)	305	305	305	305
Trees maintained	2,000	2,000	2,100	2,100
Parks maintained	6	6	6	6
Trails maintained (miles)	8.55	8.55	8.55	8.55

# Gas Tax

Acct #	Gas Tax-004 Gas Tax-8310	2010-2011 Actual (Audited)	2011-2012 Actual (Audited)	2012-2013 Adjusted Budget	2012-2013 Year End Estimate	2013-2014 Adopted Budget	2014-2015 Adopted Budget
<b>SALARIES &amp; WAGES:</b>							
3010	SALARIES	-	-	-	-	354,820	361,760
3040	OVERTIME	-	-	-	-	-	-
3050	COMPENSATORY TIME	-	-	-	-	-	-
3100	SICK LEAVE	-	-	-	-	-	-
3110	HOLIDAY	-	-	-	-	-	-
3120	VACATION	-	-	-	-	-	-
3125	MANAGEMENT LEAVE	-	-	-	-	-	-
	<b>TOTAL SALARIES &amp; WAGES</b>	-	-	-	-	<b>354,820</b>	<b>361,760</b>
<b>BENEFITS:</b>							
3510	CAFETERIA PLAN	-	-	-	-	62,400	65,520
3530	MEDICARE & SOCIAL SECURITY	-	-	-	-	5,145	5,250
3560	PERS-RETIREMENT	-	-	-	-	79,475	83,930
3580	DEFERRED COMPENSATION	-	-	-	-	150	155
3590	LIFE INSURANCE	-	-	-	-	1,175	1,195
3600	AUTO ALLOWANCE	-	-	-	-	1,335	1,335
3650	VACATION BUYBACK	-	-	-	-	-	-
3655	SICK LEAVE INCENTIVE	-	-	-	-	-	-
3660	ADMINISTRATIVE LEAVE BUYBACK	-	-	-	-	-	-
3665	COMPENSATORY TIME BUYBACK	-	-	-	-	-	-
	<b>TOTAL BENEFITS</b>	-	-	-	-	<b>149,680</b>	<b>157,385</b>
<b>OPERATIONS &amp; MATERIALS:</b>							
4010	ELECTRICITY	-	-	-	-	12,000	12,000
4020	GAS	-	-	-	-	-	-
4030	WATER/SEWER	-	-	-	-	13,000	13,000
4040	PEST CONTROL SUPPLIES/MATERIALS	-	-	-	-	-	-
4045	LANDSCAPING SUPPLIES	-	-	-	-	550	550
4050	TRASH	-	-	-	-	500	500
4055	JANITORIAL SUPPLIES	-	-	-	-	600	600
4060	TELEPHONE	-	-	-	-	9,000	9,000
4061	CELL PHONES/SATELLITE PHONES	-	-	-	-	1,705	1,705
4066	ALARM MONITORING	-	-	-	-	1,140	1,140
4070	BUILDING MAINTENANCE	-	-	-	-	2,300	2,300
4075	PUBLIC FACILITIES IMPROVEMENTS	-	-	-	-	-	-
4080	BUILDING SERVICES DEPARTMENT CHARGE	-	-	-	-	-	-
4101	OPERATING TRANSFER OUT-GENERAL FUND	3,097,991	1,508,004	2,003,760	2,351,540	-	-
4127	OPERATING TRANSFER OUT-GRANTS FUND	-	12,245	-	-	-	-
4180	OPERATING TRANSFER OUT-RDA CAPITAL PROJECTS	-	-	-	-	-	-
4198	CITY ADMINISTRATION	-	-	-	-	17,000	18,500
4199	INSURANCE DEPARTMENT CHARGE	-	-	-	-	373,310	386,915
4200	OFFICE SUPPLIES	-	-	-	-	2,100	2,100
4203	EQUIPMENT/FURNITURE	-	-	-	-	4,500	2,000
4206	MATERIALS	-	-	-	-	40,000	40,000
4210	POSTAGE	-	-	-	-	200	200
4220	FUEL	-	-	-	-	20,000	20,000
4240	VEHICLE MAINTENANCE	-	-	-	-	9,500	9,500
4245	EQUIPMENT MAINTENANCE	-	-	-	-	5,000	5,000
4248	EQUIPMENT RENTAL/LEASE	-	-	-	-	3,000	3,000
4249	UNIFORMS	-	-	-	-	2,125	2,125
4250	SPECIAL DEPARTMENT SUPPLIES	-	-	-	-	-	-
4255	SOFTWARE SUPPORT	-	-	-	-	600	900
4300	ADVERTISING	-	-	-	-	200	200
4310	DUES & SUBSCRIPTIONS	-	-	-	-	230	105

# Gas Tax

Acct #:	Gas Tax-004 Gas Tax-8310	2010-2011 Actual (Audited)	2011-2012 Actual (Audited)	2012-2013 Adjusted Budget	2012-2013 Year End Estimate	2013-2014 Adopted Budget	2014-2015 Adopted Budget
4320	TRAVEL & CONFERENCE	-	-	-	-	2,530	2,530
4330	TRAINING	-	-	-	-	2,750	2,750
4332	MILEAGE REIMBURSEMENT	-	-	-	-	2,400	2,400
4336	COMMUNITY EVENTS	-	-	-	-	-	-
	<b>TOTAL OPERATIONS &amp; MATERIALS</b>	<b>3,097,991</b>	<b>1,520,249</b>	<b>2,003,760</b>	<b>2,351,540</b>	<b>526,240</b>	<b>539,020</b>
	<b>CONTRACTUAL SERVICES:</b>						
4520	CONTRACT SERVICES-ATTORNEY	-	-	-	-	-	-
4533	CONTRACT SERVICES-SOFTWARE SUBSCRIPTIONS	-	-	-	-	-	-
4534	CONTRACT SERVICES-GIS	-	-	-	-	-	-
4548	CONTRACT SERVICES-PLANNING	-	-	-	-	-	-
4550	CONTRACT SERVICES-ENGINEERING	-	-	-	-	75,250	71,435
4552	CONTRACT SERVICES-TRAFFIC COUNTS	-	-	-	-	1,500	1,500
4553	CONTRACT SERVICES-UNDERGROUND SERVICE ALERT	-	-	-	-	1,500	1,500
4570	CONTRACT SERVICES-STREET MAINTENANCE	-	-	-	-	80,000	78,000
4575	CONTRACT SERVICES-STREET SWEEPING	-	-	-	-	1,000	1,000
4576	CONTRACT SERVICES-EMERGENCY WORK	-	-	-	-	10,000	10,000
4578	CONTRACT SERVICES-STRIPING	-	-	-	-	30,000	30,000
4580	CONTRACT SERVICES-TRAFFIC SIGNALS	-	-	-	-	160,000	160,000
4582	CONTRACT SERVICES-STUDIES	-	-	-	-	24,500	24,500
4585	CONTRACT SERVICES-LANDSCAPE MAINTENANCE	-	-	-	-	11,230	11,230
4588	CONTRACT SERVICES-HVAC MAINTENANCE	-	-	-	-	2,200	2,200
4589	CONTRACT SERVICES-PEST CONTROL	-	-	-	-	700	700
4591	CONTRACT SERVICES-SIDEWALK REPAIR	-	-	-	-	100,000	100,000
4596	CONTRACT SERVICES-ENVIRON. HEALTH SERVICES	-	-	-	-	-	-
4680	CONTRACT SERVICES-TREE TRIMMING	-	-	-	-	40,000	40,000
	<b>TOTAL CONTRACTUAL SERVICES</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>537,880</b>	<b>532,065</b>
	<b>CAPITAL OUTLAY:</b>						
6030	BUILDING	-	-	-	-	-	-
6040	EQUIPMENT	-	-	-	-	-	-
6060	VEHICLES	-	-	-	-	-	-
	<b>TOTAL CAPITAL OUTLAY</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
	<b>CAPITAL PROJECTS:</b>						
6530	STREET/SIDEWALK CONSTRUCTION	-	-	-	-	-	-
6533	STREET WIDENING PROJECTS	-	-	-	-	-	-
6545	SIDEWALK REPAIRS	-	-	-	-	-	-
6550	TRAFFIC IMPROVEMENTS	-	-	-	-	-	-
6811	RIGHT-OF-WAY ACQUISITION	-	-	-	-	-	-
6900	CONTINGENCY	-	-	-	-	-	-
	<b>TOTAL CAPITAL PROJECTS</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
	<b>TOTAL GAS TAX</b>	<b>3,097,991</b>	<b>1,520,249</b>	<b>2,003,760</b>	<b>2,351,540</b>	<b>1,568,620</b>	<b>1,590,230</b>

## ARTICLE 3

### **Introduction:**

The City has entered into a Cooperative Agreement (TDA 3 Agreement) with San Bernardino Associated Governments (SANBAG) to enhance bicycle and pedestrian facilities in accordance with Section 99234 of the California Public Utilities Code (Code). According to the Code, Article 3 monies may only be used for facilities provided for the exclusive use of pedestrians and bicycles, including the construction and related engineering expenditures of those facilities, the maintenance of bicycle trails (that are closed to motorized traffic) and bicycle safety education programs.

TDA 3 Funds may also be used for transportation-related projects that enhance quality of life through the design of pedestrian walkways and bicycle facilities. TDA 3 projects may be standalone projects, such as projects that serve the needs of commuting bicyclists, including, but not limited to, new trails serving major transportation corridors, secure bicycle parking at employment centers, park and ride lots and transit terminals where other funds are available. TDA 3 projects may also be add-ons to normal transportation projects, such as additional sidewalk and bike lanes on a bridge, enhanced pedestrian lighting, and median refuge islands for pedestrians. When an approved project is ready for construction, as evidenced by a contract award or commitment of the participating agency's resources, the participating agency submits a claim to SANBAG for disbursement of TDA Funds.

The participating agency may submit the claim, either prior or subsequent to, incurring project expenditures. After review and approval of the claim, SANBAG issues the allocation disbursement instructions to the County Auditor-Controller. Following instruction from SANBAG, funds are disbursed from the County Local Transportation Fund to the participating agency. In accordance with the agreement, the City is required to provide matching funds equal to 50% of the project costs.

### **Full-Time Equivalent:**

There are no personnel directly charged to this fund.

## Article 3

Acct #	Article 3-005 Article 3-8320	2010-2011 Actual (Audited)	2011-2012 Actual (Audited)	2012-2013 Adjusted Budget	2012-2013 Year End Estimate	2013-2014 Adopted Budget	2014-2015 Adopted Budget
<b>CONTRACTUAL SERVICES:</b>							
4550	CONTRACT SERVICES-ENGINEERING	-	-	-	-	32,000	-
	<b>TOTAL CONTRACTUAL SERVICES</b>	-	-	-	-	<b>32,000</b>	-
<b>CAPITAL PROJECTS:</b>							
6533	STREET WIDENING PROJECTS	-	-	-	-	132,000	-
6545	SIDEWALK REPAIRS	-	-	-	-	247,000	-
	<b>TOTAL CAPITAL PROJECTS</b>	-	-	-	-	<b>379,000</b>	-
	<b>TOTAL ARTICLE 3</b>	-	-	-	-	<b>411,000</b>	-

# COMMUNITY DEVELOPMENT BLOCK GRANT (CDBG)

## 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 Equivalent:

Senior Planner/Economic Development Specialist	0.250	
Senior Code Compliance Officer	0.750	
Administrative Assistant II	0.400	Total FTE 1.400

## Accomplishments:

During Budget Cycle 2011-2013, a number of milestones were accomplished and are worth mentioning.

1. Street/Sidewalk infill on Union Street and Cunningham Street.
2. Street improvements on Lankershim Ave from 5<sup>th</sup> Street to 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 Highlanders Boxing Club.

**Goals & 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, Central Little League and Highlanders Boxing Club.

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	2010-2011 Actual (Audited)	2011-2012 Actual (Audited)	2012-2013 Adjusted Budget	2012-2013 Year End Estimate	2013-2014 Adopted Budget	2014-2015 Adopted Budget
<b>SALARIES &amp; WAGES:</b>							
3010	SALARIES	67,040	85,270	82,930	82,930	84,590	86,325
3050	COMPENSATORY TIME	1,180	826	-	-	-	-
3100	SICK LEAVE	3,658	2,658	-	-	-	-
3110	HOLIDAY	3,967	3,992	-	-	-	-
3120	VACATION	5,728	3,616	-	-	-	-
	<b>TOTAL SALARIES &amp; WAGES</b>	<b>81,572</b>	<b>96,362</b>	<b>82,930</b>	<b>82,930</b>	<b>84,590</b>	<b>86,325</b>
<b>BENEFITS:</b>							
3510	CAFETERIA PLAN	14,396	461	15,960	15,960	16,800	17,640
3530	MEDICARE & SOCIAL SECURITY	1,182	1,189	1,205	1,205	1,230	1,255
3540	WORKER'S COMPENSATION	2,143	1,319	-	-	-	-
3560	PERS-RETIREMENT	18,130	18,914	18,245	18,245	18,950	20,030
3590	LIFE INSURANCE	267	269	275	275	280	285
	<b>TOTAL BENEFITS</b>	<b>36,118</b>	<b>22,152</b>	<b>35,685</b>	<b>35,685</b>	<b>37,260</b>	<b>39,210</b>
<b>OPERATIONS &amp; MATERIALS:</b>							
4348	CDBG PROGRAMS	35,690	52,635	40,850	40,850	42,745	42,745
	<b>TOTAL OPERATIONS &amp; MATERIALS</b>	<b>35,690</b>	<b>52,635</b>	<b>40,850</b>	<b>40,850</b>	<b>42,745</b>	<b>42,745</b>
<b>CONTRACTUAL SERVICES:</b>							
4550	CONTRACT SERVICES-ENGINEERING	-	-	46,000	-	-	45,000
	<b>TOTAL CONTRACTUAL SERVICES</b>	<b>-</b>	<b>-</b>	<b>46,000</b>	<b>-</b>	<b>-</b>	<b>45,000</b>
<b>CAPITAL PROJECTS:</b>							
6530	STREET/SIDEWALK CONSTRUCTION	2,499	547,848	306,000	306,000	171,000	520,000
6811	RIGHT-OF-WAY ACQUISITION	-	-	-	-	-	-
	<b>TOTAL CAPITAL PROJECTS</b>	<b>2,499</b>	<b>547,848</b>	<b>306,000</b>	<b>306,000</b>	<b>171,000</b>	<b>520,000</b>
<b>TOTAL HOUSING &amp; COMMUNITY DEVELOPMENT</b>		<b>155,879</b>	<b>718,997</b>	<b>511,465</b>	<b>465,465</b>	<b>335,595</b>	<b>733,280</b>



# DEVELOPMENT IMPACT FEES (DIF)

## Introduction:

A development impact fee is a charge on new development to pay for the construction or expansion of off-site capital improvements that are necessitated by and benefit the new development.

Assembly Bill 1600 requires a separate accounting and reporting of development impact fees collected from individuals and developers building in the City. Fees collected include police, fire, general facilities, parks & recreation facilities, storm drains, streets & sidewalks, traffic control, bridges & culverts, streetlights, medians & landscaping and major arterials. Some of the projects funded by these fees that are included in the current 5 year CIP are:

Boulder Avenue Bridge over City Creek  
Greenspot Road Bridge over Santa Ana River  
5<sup>th</sup> Street (Victoria to Palm)  
Greenspot Road (Boulder Avenue to SR 210)

## Full-Time Equivalents:

There are no personnel directly charged to this fund.

## Development Impact Fees

Acct #:	Development Impact Fees-007 Development Impact Fees-8330	2010-2011 Actual (Audited)	2011-2012 Actual (Audited)	2012-2013 Adjusted Budget	2012-2013 Year End Estimate	2013-2014 Adopted Budget	2014-2015 Adopted Budget
<b>OPERATIONS &amp; MATERIALS:</b>							
4127	OPERATING TRANSFER OUT-GRANTS FUND	-	21,652	-	-	-	-
4450	RELEASE/USE OF DEPOSIT/FEE	-	-	-	-	-	-
	<b>TOTAL OPERATIONS &amp; MATERIALS</b>	-	<b>21,652</b>	-	-	-	-
<b>CONTRACTUAL SERVICES:</b>							
4550	CONTRACT SERVICES-ENGINEERING	416,045	103,148	202,000	150,000	102,000	81,000
	<b>TOTAL CONTRACTUAL SERVICES</b>	<b>416,045</b>	<b>103,148</b>	<b>202,000</b>	<b>150,000</b>	<b>102,000</b>	<b>81,000</b>
<b>CAPITAL OUTLAY:</b>							
6030	BUILDING	-	-	-	-	-	-
	<b>TOTAL CAPITAL OUTLAY</b>	-	-	-	-	-	-
<b>CAPITAL PROJECTS:</b>							
6530	STREET/SIDEWALK CONSTRUCTION	-	250,690	-	-	-	-
6533	STREET WIDENING PROJECTS	141,296	-	-	-	2,542,000	-
6600	STORM DRAIN PROJECTS	-	-	-	-	-	-
6811	RIGHT-OF-WAY ACQUISITION	23,080	23,942	-	15,000	-	14,000
6813	BRIDGE CONSTRUCTION	5,646	954,143	668,000	1,200,000	1,000,000	-
	<b>TOTAL CAPITAL PROJECTS</b>	<b>170,022</b>	<b>1,228,776</b>	<b>668,000</b>	<b>1,215,000</b>	<b>3,542,000</b>	<b>14,000</b>
<b>TOTAL DEVELOPMENT IMPACT FEES</b>		<b>586,067</b>	<b>1,353,576</b>	<b>870,000</b>	<b>1,365,000</b>	<b>3,644,000</b>	<b>95,000</b>

# DEVELOPER IN LIEU FEES

## **Introduction:**

Developer "in lieu" Fees is a charge collected primarily from developers that will be used to complete a project at a later time when that area is totally developed. A developer may be conditioned to pay a fee now for a certain improvement, but the funds may not be available from future developers yet.

Another example of developer in lieu fees is microfilming. This fee enables the city to scan all building & safety and engineering documents into the City's laserfische program. The two interns listed below handle that function. Some of the projects funded by these fees that are included in the current 5 year CIP are:

Greenspot Road/Weaver Street Signal  
Weaver/Water/Church Street/Base Line/Highland Rehabilitation

## **Full-Time Equivalent:**

Intern	0.500*	
Intern	0.500*	Total FTE 1.000

\*Part-time

## Developer Fees

Acct #	Developer Fees-008 Developer Fees-8340	2010-2011 Actual (Audited)	2011-2012 Actual (Audited)	2012-2013 Adjusted Budget	2012-2013 Year End Estimate	2013-2014 Adopted Budget	2014-2015 Adopted Budget
<b>SALARIES &amp; WAGES:</b>							
3010	SALARIES	9,560	15,844	23,400	23,400	23,800	24,400
	<b>TOTAL SALARIES &amp; WAGES</b>	<b>9,560</b>	<b>15,844</b>	<b>23,400</b>	<b>23,400</b>	<b>23,800</b>	<b>24,400</b>
<b>BENEFITS:</b>							
3530	MEDICARE & SOCIAL SECURITY	731	1,212	1,795	1,795	1,825	1,870
	<b>TOTAL BENEFITS</b>	<b>731</b>	<b>1,212</b>	<b>1,795</b>	<b>1,795</b>	<b>1,825</b>	<b>1,870</b>
<b>OPERATIONS &amp; MATERIALS:</b>							
4203	EQUIPMENT/FURNITURE	-	-	-	-	-	-
4245	EQUIPMENT MAINTENANCE	-	-	1,000	-	-	-
4450	RELEASE/USE OF DEPOSIT/FEE	18,750	-	-	-	-	-
	<b>TOTAL OPERATIONS &amp; MATERIALS</b>	<b>18,750</b>	<b>-</b>	<b>1,000</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>CONTRACTUAL SERVICES:</b>							
4550	CONTRACT SERVICES-ENGINEERING	77,945	-	-	-	-	28,000
	<b>TOTAL CONTRACTUAL SERVICES</b>	<b>77,945</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>28,000</b>
<b>CAPITAL OUTLAY:</b>							
6040	EQUIPMENT	-	-	-	-	-	-
	<b>TOTAL CAPITAL OUTLAY</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>CAPITAL PROJECTS:</b>							
6550	TRAFFIC IMPROVEMENTS	-	-	-	75,000	-	251,000
	<b>TOTAL CAPITAL PROJECTS</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>75,000</b>	<b>-</b>	<b>251,000</b>
<b>TOTAL DEVELOPER FEES</b>		<b>106,987</b>	<b>17,056</b>	<b>26,195</b>	<b>100,195</b>	<b>25,625</b>	<b>305,270</b>

# OFFICE of TRAFFIC SAFETY (OTS)

## **Introduction:**

The OTS fund is used to account for grants received from the State of California's Office of Traffic Safety department. Typically, these grants are used to fund DUI checkpoints, but they can also be used for programs that help cities enforce traffic laws, educate the public in traffic safety, and provide varied and effective means of reducing fatalities, injuries and economic losses from collisions.

## **Full-Time Equivalents:**

There are no personnel directly charged to this fund.

## Office of Traffic Safety

Acct #	Office of Traffic Safety-011 Office of Traffic Safety-8420	2010-2011 Actual (Audited)	2011-2012 Actual (Audited)	2012-2013 Adjusted Budget	2012-2013 Year End Estimate	2013-2014 Adopted Budget	2014-2015 Adopted Budget
<b>OPERATIONS &amp; MATERIALS:</b>							
4349	GRANT PROGRAMS	10,000	-	-	-	-	-
	<b>TOTAL OPERATIONS &amp; MATERIALS</b>	<b>10,000</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>CONTRACTUAL SERVICES:</b>							
4560	CONTRACT SERVICES-SHERIFF	16,543	4,355	-	-	-	-
	<b>TOTAL CONTRACTUAL SERVICES</b>	<b>16,543</b>	<b>4,355</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>TOTAL OFFICE OF TRAFFIC SAFETY</b>		<b>26,543</b>	<b>4,355</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>

# LANDSCAPE MAINTENANCE DISTRICT

## **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 56 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, and then the zone is added to the City Maintenance system.

## **Full-Time Equivalent:**

There are no personnel directly charged to this fund.

## **Goals & Objectives:**

With the continued increase of maintenance charges, various zones in the Landscape Maintenance District are operating with a deficit. Due to Proposition 218 restrictions, the annual assessments of these zones cannot be increased without approval by all affected property owners via a ballot process. An increase in revenue is required for the district to maintain its current level of service. The City has approved a work program item to:

- Evaluate and implement various ways to reduce maintenance expenditures;
- Develop strategies for implementation to increase annual assessment for zones that have a deficit operating budget;
- Conduct public outreach to gain understanding and support from affected residents and businesses.

## Landscape Maintenance District

Acct #	Landscape Maintenance District-012 Landscape Maintenance District-8500	2010-2011 Actual (Audited)	2011-2012 Actual (Audited)	2012-2013 Adjusted Budget	2012-2013 Year End Estimate	2013-2014 Adopted Budget	2014-2015 Adopted Budget
<b>OPERATIONS &amp; MATERIALS:</b>							
4010	ELECTRICITY	11,139	11,242	13,200	13,200	13,000	13,000
4030	WATER/SEWER	67,562	75,028	79,000	79,000	85,600	85,600
4040	PEST CONTROL SUPPLIES/MATERIALS	-	465	500	2,500	-	-
4198	CITY ADMINISTRATION	12,067	12,163	14,700	12,000	16,000	16,000
4206	MATERIALS	9,237	8,923	15,000	15,000	15,000	15,000
4210	POSTAGE	1	1	-	-	-	-
4300	ADVERTISING	-	-	-	-	-	-
4450	RELEASE/USE OF DEPOSIT/FEE	-	10,000	-	-	-	-
	<b>TOTAL OPERATIONS &amp; MATERIALS</b>	<b>100,005</b>	<b>117,822</b>	<b>122,400</b>	<b>121,700</b>	<b>129,600</b>	<b>129,600</b>
<b>CONTRACTUAL SERVICES:</b>							
4550	CONTRACT SERVICES-ENGINEERING	2,000	2,206	2,200	2,200	6,000	3,500
4585	CONTRACT SERVICES-LANDSCAPE MAINTENANCE	82,172	95,202	95,500	95,500	114,480	114,480
4589	CONTRACT SERVICES-PEST CONTROL	-	-	-	-	500	500
	<b>TOTAL CONTRACTUAL SERVICES</b>	<b>84,172</b>	<b>97,408</b>	<b>97,700</b>	<b>97,700</b>	<b>120,980</b>	<b>118,480</b>
	<b>TOTAL LANDSCAPE MAINTENANCE DISTRICT</b>	<b>184,177</b>	<b>215,230</b>	<b>220,100</b>	<b>219,400</b>	<b>250,580</b>	<b>248,080</b>

# STREET LIGHT DISTRICT

## **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, and 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 75 new lights will be installed in the coming fiscal years as a result of new development and new installations on existing streets that are constructed as a part of the City's capital projects.

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; 366 - 200 watt lights; 113 - 150 watt lights; 1132 - 100 watt lights; and 1742 - 70 watt lights for a total of 3479 lights.

Since the amount of assessment collected is less than the amount of expenditures, the Street Light District is currently operating in a deficit. In the coming fiscal years, funding strategies to balance the Street Light District budget will be considered in conjunction with other financial challenges the City is currently faced with relative to the RDA court decisions.

## **Full-Time Equivalent:**

There are no personnel directly charged to this fund.

## **Goals & Objectives:**

With the continued increase of energy charges, the City-wide Street Light District has been operating in a significant negative annual district budget starting in FY 2009/2010. An increase in revenue is required for the district to maintain its current level of service. The City has approved a work program item to develop and implement funding strategies to balance the Street Light District Budget.

## Street Light District

Acct #	Street Light District-013 Street Light District-8510	2010-2011 Actual (Audited)	2011-2012 Actual (Audited)	2012-2013 Adjusted Budget	2012-2013 Year End Estimate	2013-2014 Adopted Budget	2014-2015 Adopted Budget
<b>OPERATIONS &amp; MATERIALS:</b>							
4011	ELECTRICITY-STREET LIGHTING	517,997	507,538	563,000	535,000	563,000	563,000
4198	CITY ADMINISTRATION	-	-	2,000	2,000	2,000	2,000
4300	ADVERTISING	-	-	-	-	-	-
4310	DUES & SUBSCRIPTIONS	1,200	-	-	-	-	-
	<b>TOTAL OPERATIONS &amp; MATERIALS</b>	<b>519,197</b>	<b>507,538</b>	<b>565,000</b>	<b>537,000</b>	<b>565,000</b>	<b>565,000</b>
<b>CONTRACTUAL SERVICES:</b>							
4550	CONTRACT SERVICES-ENGINEERING	7,877	10,290	6,600	6,600	37,000	6,800
	<b>TOTAL CONTRACTUAL SERVICES</b>	<b>7,877</b>	<b>10,290</b>	<b>6,600</b>	<b>6,600</b>	<b>37,000</b>	<b>6,800</b>
	<b>TOTAL STREET LIGHT DISTRICT</b>	<b>527,074</b>	<b>517,827</b>	<b>571,600</b>	<b>543,600</b>	<b>602,000</b>	<b>571,800</b>

# COMMUNITY TRAILS DISTRICT

## **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 9<sup>th</sup>/Eucalyptus
2. Browning Road from Browning to City Creek
3. Highland Avenue 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 from Base Line, and Sycamore Drive from Streater Street 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.

## **Full-Time Equivalent:**

There are no personnel directly charged to this fund.

## Community Trails District

Acct #:	Community Trails District-015 Community Trails District-8530	2010-2011 Actual (Audited)	2011-2012 Actual (Audited)	2012-2013 Adjusted Budget	2012-2013 Year End Estimate	2013-2014 Adopted Budget	2014-2015 Adopted Budget
<b>OPERATIONS &amp; MATERIALS:</b>							
4198	CITY ADMINISTRATION	4,392	4,272	6,300	6,000	6,300	6,300
4206	MATERIALS	3,384	1,230	3,000	2,500	3,000	3,000
4300	ADVERTISING	-	-	-	-	-	-
	<b>TOTAL OPERATIONS &amp; MATERIALS</b>	<b>7,776</b>	<b>5,502</b>	<b>9,300</b>	<b>8,500</b>	<b>9,300</b>	<b>9,300</b>
<b>CONTRACTUAL SERVICES:</b>							
4550	CONTRACT SERVICES-ENGINEERING	250	350	400	250	500	550
4585	CONTRACT SERVICES-LANDSCAPE MAINTENANCE	-	-	7,000	2,500	10,000	10,000
	<b>TOTAL CONTRACTUAL SERVICES</b>	<b>250</b>	<b>350</b>	<b>7,400</b>	<b>2,750</b>	<b>10,500</b>	<b>10,550</b>
	<b>TOTAL COMMUNITY TRAILS DISTRICT</b>	<b>8,026</b>	<b>5,852</b>	<b>16,700</b>	<b>11,250</b>	<b>19,800</b>	<b>19,850</b>

# PARKS MAINTENANCE DISTRICT

## Introduction:

The Parks 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.

## Full-Time Equivalent:

There are no personnel directly charged to this fund.

## Parks Maintenance District

Acct #	Parks Maintenance District-016 Parks Maintenance District-8540	2010-2011 Actual (Audited)	2011-2012 Actual (Audited)	2012-2013 Adjusted Budget	2012-2013 Year End Estimate	2013-2014 Adopted Budget	2014-2015 Adopted Budget
<b>OPERATIONS &amp; MATERIALS:</b>							
4010	ELECTRICITY	1,303	1,743	1,350	2,500	2,500	2,600
4030	WATER/SEWER	24,369	27,202	25,200	25,200	28,000	29,000
4040	PEST CONTROL MATERIALS/SUPPLIES	1,815	2,070	1,700	1,700	-	-
4198	CITY ADMINISTRATION	14,010	10,190	16,000	12,000	14,000	14,000
4206	MATERIALS	4,338	2,821	4,500	4,500	4,000	4,000
4245	EQUIPMENT MAINTENANCE	80	240	250	250	250	250
4300	ADVERTISING	-	-	-	-	-	-
	<b>TOTAL OPERATIONS &amp; MATERIALS</b>	<b>45,915</b>	<b>44,266</b>	<b>49,000</b>	<b>46,150</b>	<b>48,750</b>	<b>49,850</b>
<b>CONTRACTUAL SERVICES:</b>							
4550	CONTRACT SERVICES-ENGINEERING	1,000	320	350	350	400	450
4585	CONTRACT SERVICES-LANDSCAPE MAINTENANCE	42,818	38,054	43,200	43,200	41,500	43,200
4589	CONTRACT SERVICES-PEST CONTROL	-	-	-	-	1,800	1,800
4680	CONTRACT SERVICES-TREE TRIMMING	-	-	1,920	1,920	1,920	1,920
	<b>TOTAL CONTRACTUAL SERVICES</b>	<b>43,818</b>	<b>38,374</b>	<b>45,470</b>	<b>45,470</b>	<b>45,620</b>	<b>47,370</b>
<b>CAPITAL OUTLAY:</b>							
6040	EQUIPMENT	-	-	-	-	5,150	-
	<b>TOTAL CAPITAL OUTLAY</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>5,150</b>	<b>-</b>
	<b>TOTAL PARKS MAINTENANCE DISTRICT</b>	<b>89,733</b>	<b>82,640</b>	<b>94,470</b>	<b>91,620</b>	<b>99,520</b>	<b>97,220</b>

# MEASURE I

## **Introduction:**

This fund accounts for the Measure I tax. Measure I is a one-half of one percent retail transactions and use tax statutorily dedicated to transportation planning, design, construction, operation and maintenance only in San Bernardino County and cannot be used for other governmental purposes or programs. Measure I was first authorized by passage of Ordinance 89-01 in 1989 and reauthorized by passage of Ordinance 04-01 in 2004. Measure I is authorized through March 2040.

The California State Legislature authorized county transportation authorities to enact local option sales tax measures for transportation improvements in the late 1980s, under provisions of Division 19 (commencing with Section 180000) of the Public Utilities Code. In November 1989, San Bernardino County voters approved passage of Measure I, authorizing the San Bernardino County Transportation Authority to impose a half cent retail transactions and use tax applicable in the incorporated and unincorporated areas of the County of San Bernardino for the 20-year period between April 1, 1990 and March 31, 2010. San Bernardino Associated Governments (SANBAG), acting as the Authority, was authorized to administer the programs described in the Measure. The SANBAG Board serves as the Authority Board of Directors. Revenue from the tax can only be used for transportation improvement and traffic management programs authorized in the Expenditure Plan set forth in Ordinance No. 89-1.

Early in the second decade of Measure I, it became apparent that continuation of the half-cent sales tax would be critical to maintaining funding for transportation in San Bernardino County. SANBAG member jurisdictions and transportation stakeholders worked to identify transportation needs, and an expenditure plan was developed to serve as a basis for the renewal of Measure I. Ordinance No. 04-01 was placed before voters in November 2004, and Measure I was renewed resoundingly, with just over 80% of the vote. The new Measure I extends the half-cent sales tax for 30 years, from April 1, 2010 through March 31, 2040. The new Measure is referred to as Measure I 2010-2040 to distinguish it from the first Measure I.

## **Full-Time Equivalent:**

There are no personnel directly charged to this fund.

## Measure I

Acct #	Measure I-017 Measure I-8350	2010-2011 Actual (Audited)	2011-2012 Actual (Audited)	2012-2013 Adjusted Budget	2012-2013 Year End Estimate	2013-2014 Adopted Budget	2014-2015 Adopted Budget
<b>CONTRACTUAL SERVICES:</b>							
4550	CONTRACT SERVICES-ENGINEERING	8,315	4,867	2,035,000	450,000	120,000	281,000
	<b>TOTAL CONTRACTUAL SERVICES</b>	<b>8,315</b>	<b>4,867</b>	<b>2,035,000</b>	<b>450,000</b>	<b>120,000</b>	<b>281,000</b>
<b>CAPITAL PROJECTS:</b>							
6530	STREET/SIDEWALK CONSTRUCTION	-	-	1,414,000	1,414,000	1,074,000	1,694,000
6533	STREET WIDENING PROJECTS	-	-	-	-	-	-
6550	TRAFFIC IMPROVEMENTS	-	-	-	-	-	-
6811	RIGHT-OF-WAY ACQUISITION	-	68,310	-	-	-	-
6813	BRIDGE CONSTRUCTION	10,000	13,405	-	-	-	-
	<b>TOTAL CAPITAL PROJECTS</b>	<b>10,000</b>	<b>81,715</b>	<b>1,414,000</b>	<b>1,414,000</b>	<b>1,074,000</b>	<b>1,694,000</b>
<b>TOTAL MEASURE I</b>		<b>18,315</b>	<b>86,582</b>	<b>3,449,000</b>	<b>1,864,000</b>	<b>1,194,000</b>	<b>1,975,000</b>

# FEMA

## **Introduction:**

This fund accounts for all of the expenditures associated with FEMA. Examples include the 2010 flooding incident where the City was eligible for FEMA assistance. The City spent in excess of \$2M in this incident. Those expenditures were accounted for in this fund. Currently the FEMA fund has a negative fund balance because FEMA has not fully reimbursed the City for all of the eligible expenditures yet. The full reimbursement can take up to several years.

## **Full-Time Equivalents:**

There are no personnel directly charged to this fund.

# Federal Emergency Management Agency

Acct #:	Federal Emergency Management Agency-018 Federal Emergency Management Agency-8600	2010-2011 Actual (Audited)	2011-2012 Actual (Audited)	2012-2013 Adjusted Budget	2012-2013 Year End Estimate	2013-2014 Adopted Budget	2014-2015 Adopted Budget
<b>OPERATIONS &amp; MATERIALS:</b>							
4198	CITY ADMINISTRATION	-	-	-	-	-	-
4206	MATERIALS	225,520	960	-	-	-	-
4248	EQUIPMENT RENTAL/LEASE	227,006	-	-	-	-	-
	<b>TOTAL OPERATIONS &amp; MATERIALS</b>	<b>452,525</b>	<b>960</b>	-	-	-	-
<b>CONTRACTUAL SERVICES:</b>							
4550	CONTRACT SERVICES-ENGINEERING	11,185	9,867	-	-	-	-
4576	CONTRACT SERVICES-EMERGENCY WORK	991,595	51,456	-	-	-	-
4577	CONTRACT SERVICES-EMERGENCY (NON CONTRACT)	307,103	-	-	-	-	-
	<b>TOTAL CONTRACTUAL SERVICES</b>	<b>1,309,884</b>	<b>61,323</b>	-	-	-	-
<b>CAPITAL PROJECTS:</b>							
6850	NEIGHBORHOOD ASST. PROJECTS	-	25,785	-	32,375	-	-
	<b>TOTAL CAPITAL PROJECTS</b>	<b>-</b>	<b>25,785</b>	-	<b>32,375</b>	-	-
	<b>TOTAL FEMA</b>	<b>1,762,409</b>	<b>88,068</b>	<b>-</b>	<b>32,375</b>	<b>-</b>	<b>-</b>

# AIR QUALITY MANAGEMENT DISTRICT (AQMD) – AB 2766

## Introduction:

The Air Quality Management District (AQMD) is the air pollution control agency for all of Orange County and the urban portions of Los Angeles, Riverside and San Bernardino counties.

The AQMD is responsible for controlling emissions primarily from stationary sources of air pollution. These can include anything from large power plants and refineries to the corner gas station. There are about 28,400 such businesses operating under AQMD permits. Many consumer products are also considered stationary sources; these include house paint, furniture varnish, and thousands of products containing solvents that evaporate into the air. About 25% of this area's ozone-forming air pollution comes from stationary sources, both businesses and residences. The other 75% comes from mobile sources—mainly cars, trucks and buses, but also construction equipment, ships, trains and airplanes. Emission standards for mobile sources are established by state or federal agencies, such as the California Air Resources Board and the U.S. Environmental Protection Agency, rather than by local agencies such as the AQMD.

Since 1991, local governments have received Assembly Bill (AB) 2766 funds to implement programs that reduce air pollution from motor vehicles. A Motor Vehicle Registration fee surcharge of \$6 per vehicle is collected by the Department of Motor Vehicles and subvended to the AQMD for disbursement. Four dollars of the registration fee is divided as follows: *40 percent of the funds go to local governments (subvention portion)*; 30 percent goes to the Mobile Source Air Pollution Reduction Review Committee (MSRC) (discretionary portion); 30 percent is allocated to the AQMD for its vehicle emission reduction programs. The remaining \$2 of the registration fee funds projects eligible for grants under the Carl Moyer Memorial Air Quality Standards Attainment Program.

The AB 2766 Subvention Program provides a funding source for cities and counties to meet requirements of federal and state Clean Air Acts, and for implementation of motor vehicle emission reduction measures in the AQMD Air Quality Management Plan (AQMP). The legislation creating this revenue source provides for oversight of the use of these monies by local governments. Air districts that receive AB 2766 monies report annually to California Air Resources Board (CARB) on the use and results of the programs funded by the fees. Cities and counties under AQMD's jurisdiction provide annual program and financial information to the AQMD. This information is compiled by the AQMD and forwarded as an annual report to CARB. In addition, the AQMD works with an independent firm to conduct audits of AB 2766 fee recipients, at least once every two years.

## Full-Time Equivalents:

There are no personnel directly charged to this fund.

## Air Quality Management District

Acct #	Air Quality Management District-020 AQMD (AB 2766)-8440	2010-2011 Actual (Audited)	2011-2012 Actual (Audited)	2012-2013 Adjusted Budget	2012-2013 Year End Estimate	2013-2014 Adopted Budget	2014-2015 Adopted Budget
<b>OPERATIONS &amp; MATERIALS:</b>							
4349	GRANT PROGRAMS	-	12,000	-	-	-	-
	<b>TOTAL OPERATIONS &amp; MATERIALS</b>	-	<b>12,000</b>	-	-	-	-
<b>CONTRACTUAL SERVICES:</b>							
4550	CONTRACT SERVICES-ENGINEERING	9,900	19,660	45,000	25,000	45,000	62,000
	<b>TOTAL CONTRACTUAL SERVICES</b>	<b>9,900</b>	<b>19,660</b>	<b>45,000</b>	<b>25,000</b>	<b>45,000</b>	<b>62,000</b>
<b>CAPITAL OUTLAY:</b>							
6040	EQUIPMENT	-	-	-	-	-	-
	<b>TOTAL CAPITAL OUTLAY</b>	-	-	-	-	-	-
<b>CAPITAL PROJECTS:</b>							
6536	SIGNAL SYNCHRONIZATION	-	-	204,000	-	-	-
6550	TRAFFIC IMPROVEMENTS	-	-	-	-	-	155,000
	<b>TOTAL CAPITAL PROJECTS</b>	-	-	<b>204,000</b>	-	-	<b>155,000</b>
<b>TOTAL AQMD (AB 2766)</b>		<b>9,900</b>	<b>31,660</b>	<b>249,000</b>	<b>25,000</b>	<b>45,000</b>	<b>217,000</b>

# **CITIZEN'S OPTION for PUBLIC SAFETY (COPS)-AB 3229**

## **Introduction:**

This fund accounts for the state funded COPS grant that the City receives annually. The City receives \$100,000 per year which typically funds two-thirds of a Sergeant position. The general fund will pick up the portion of the Sergeant that is not funded by the grant. This Sergeant position primarily works on special projects as well as everyday tasks.

The Citizens Option for Public Safety (COPS) program was originally adopted in Assembly Bill (AB) 3229 in 1996 with funding from the state general fund. COPS provides funding for front-line law enforcement (city police, county sheriffs, and police protection districts); county jails; district attorneys for prosecution; and local juvenile justice programs (since 2000-01). State COPS funding is allocated by the State Controller to counties for deposit by the county auditor in a Supplemental Law Enforcement Services Account (SLESA) established in each county. The county auditor is required to allocate the moneys in the county's SLESA within 30 days of the receipt of those moneys from the State Controller.

As a part of the 2011 realignment of various public safety programs from the state to local government, the Legislature approved the Local Law Enforcement Services Act (AB 118) and shifted all remaining motor vehicle license fee (MVLFF) revenue that was previously cities to pay for various local law enforcement grant programs including the COPS/SLESA programs (SB 89). The MVLFF is constitutionally guaranteed revenue to cities and counties and had been critical general purpose revenue and the shift is under legal challenge by the League of California Cities. These law enforcement grants had previously been funded from the state general fund.

## **Full-Time Equivalent:**

There are no personnel directly charged to this fund.

## Citizen's Option for Public Safety

Acct #	Citizen's Option for Public Safety-021 COPS (AB 3229)-8450	2010-2011 Actual (Audited)	2011-2012 Actual (Audited)	2012-2013 Adjusted Budget	2012-2013 Year End Estimate	2013-2014 Adopted Budget	2014-2015 Adopted Budget
<b>CONTRACTUAL SERVICES:</b>							
4560	CONTRACT SERVICES-SHERIFF	100,095	100,067	100,000	100,500	100,500	100,500
	<b>TOTAL CONTRACTUAL SERVICES</b>	<b>100,095</b>	<b>100,067</b>	<b>100,000</b>	<b>100,500</b>	<b>100,500</b>	<b>100,500</b>
	<b>TOTAL COPS (AB 3229)</b>	<b>100,095</b>	<b>100,067</b>	<b>100,000</b>	<b>100,500</b>	<b>100,500</b>	<b>100,500</b>

# STREET & STORM DRAIN MAINTENANCE DISTRICT

## Introduction:

The City of Highland Street and Storm Drain 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 17 zones within the District and 2 additional zones are anticipated to be added to the District in the next two years.

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 clearing and repair of floodways, channels, storm drains, catch basins and appurtenant facilities.

## Full-Time Equivalent:

There are no personnel directly charged to this fund.

## Street/Storm Drain Maintenance District

Acct #	STREET/STORM DRAIN MAINTENANCE DISTRICT-024 STREET/STORM DRAIN MAINTENANCE DISTRICT-8470	2010-2011 Actual (Audited)	2011-2012 Actual (Audited)	2012-2013 Adjusted Budget	2012-2013 Year End Estimate	2013-2014 Adopted Budget	2014-2015 Adopted Budget
<b>OPERATIONS &amp; MATERIALS:</b>							
4198	CITY ADMINISTRATION	1,692	342	3,000	3,000	1,000	1,000
4206	MATERIALS	43	-	500	500	1,000	1,000
4300	ADVERTISING	-	-	-	-	-	-
	<b>TOTAL OPERATIONS &amp; MATERIALS</b>	<b>1,735</b>	<b>342</b>	<b>3,500</b>	<b>3,500</b>	<b>2,000</b>	<b>2,000</b>
<b>CONTRACTUAL SERVICES:</b>							
4550	CONTRACT SERVICES-ENGINEERING	1,000	713	1,000	1,000	2,200	2,500
4570	CONTRACT SERVICES-STREET MAINTENANCE	426	-	15,000	15,000	15,000	15,000
	<b>TOTAL CONTRACTUAL SERVICES</b>	<b>1,426</b>	<b>713</b>	<b>16,000</b>	<b>16,000</b>	<b>17,200</b>	<b>17,500</b>
	<b>TOTAL STREET/STORM DRAIN MAINT. DISTRICT</b>	<b>3,161</b>	<b>1,055</b>	<b>19,500</b>	<b>19,500</b>	<b>19,200</b>	<b>19,500</b>

# JUSTICE ASSISTANCE GRANT (JAG)

## **Introduction:**

This fund accounts for the federally funded Justice Assistance Grant (JAG) administered by the County of San Bernardino. The Office of Justice Programs (OJP) is the federal agency in charge of this grant. Each year, Highland puts together a spending plan on how the grant will be expended. This plan must be approved by the City Council. Typically, these grant funds are expended on special project over-time and equipment. The special project over-time is expended in concentrated high crime areas involving gang enforcement and narcotics violations, parole and probation sweeps & sex registration sweeps.

## **Full-Time Equivalents:**

There are no personnel directly charged to this fund.

## Justice Assistance Grant

Acct #	Justice Assistance Grant-026 Justice Assistance Grant-8480	2010-2011 Actual (Audited)	2011-2012 Actual (Audited)	2012-2013 Adjusted Budget	2012-2013 Year End Estimate	2013-2014 Adopted Budget	2014-2015 Adopted Budget
<b>OPERATIONS &amp; MATERIALS:</b>							
4203	EQUIPMENT/FURNITURE	12,781	12,059	-	7,000	9,000	9,000
	<b>TOTAL OPERATIONS &amp; MATERIALS</b>	<b>12,781</b>	<b>12,059</b>	<b>-</b>	<b>7,000</b>	<b>9,000</b>	<b>9,000</b>
<b>CONTRACTUAL SERVICES:</b>							
4560	CONTRACT SERVICES-SHERIFF	56,879	9,382	-	23,000	9,000	9,000
	<b>TOTAL CONTRACTUAL SERVICES</b>	<b>56,879</b>	<b>9,382</b>	<b>-</b>	<b>23,000</b>	<b>9,000</b>	<b>9,000</b>
<b>CAPITAL OUTLAY:</b>							
6040	EQUIPMENT	-	-	-	-	-	-
	<b>TOTAL CAPITAL OUTLAY</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>TOTAL JUSTICE ASSISTANCE GRANT</b>		<b>69,660</b>	<b>21,441</b>	<b>-</b>	<b>30,000</b>	<b>18,000</b>	<b>18,000</b>

# MISCELLANEOUS GRANTS

## **Introduction:**

This fund accounts for all the non-federal grants that do not have to be accounted for in a separate fund. It also accounts for the funds contributed to a joint project from another agency. Examples of the types of grants/joint projects accounted for in this fund include: Inland Valley Development Agency (IVDA), any capital projects with funding contributed from the City of San Bernardino, the County of San Bernardino & East Valley Water District (EVWD). The following grants have been tracked in this fund; State Safe Route to Schools (SR2S) grant, State Local Partnership Program (SLPP), Recreational Trails Program, Prop 84 Nature Education Facilities Program grant, Measure I Valley Freeway Interchange (VFI), Indian Gaming Grant (IGG) and the State Bicycle Transportation Account (BTA) grant.

## **Full-Time Equivalent:**

There are no personnel directly charged to this fund.

## Miscellaneous Grants

Acct #	Grants Fund-027 Miscellaneous Grants-8490	2010-2011 Actual (Audited)	2011-2012 Actual (Audited)	2012-2013 Adjusted Budget	2012-2013 Year End Estimate	2013-2014 Adopted Budget	2014-2015 Adopted Budget
<b>OPERATIONS &amp; MATERIALS:</b>							
4107	OPERATING TRANSFER OUT-DIF	-	-	-	-	-	-
4320	TRAVEL & CONFERENCE	301	-	-	-	-	-
	<b>TOTAL OPERATIONS &amp; MATERIALS</b>	<b>301</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>CONTRACTUAL SERVICES:</b>							
4520	CONTRACT SERVICES-ATTORNEY	45	-	-	-	-	-
4550	CONTRACT SERVICES-ENGINEERING	902,558	908,330	1,094,000	50,000	1,598,000	1,010,000
4554	CONTRACT SERVICES-CONSULTANT	-	-	98,000	15,000	-	-
	<b>TOTAL CONTRACTUAL SERVICES</b>	<b>902,603</b>	<b>908,330</b>	<b>1,192,000</b>	<b>65,000</b>	<b>1,598,000</b>	<b>1,010,000</b>
<b>CAPITAL OUTLAY:</b>							
6040	EQUIPMENT	-	-	127,865	127,865	-	-
	<b>TOTAL CAPITAL OUTLAY</b>	<b>-</b>	<b>-</b>	<b>127,865</b>	<b>127,865</b>	<b>-</b>	<b>-</b>
<b>CAPITAL PROJECTS:</b>							
6530	STREET/SIDEWALK CONSTRUCTION	450,266	154,553	1,679,000	1,679,000	1,289,000	413,000
6533	STREET WIDENING PROJECTS	-	-	-	-	2,744,000	-
6545	SIDEWALK REPAIRS	-	-	-	-	-	414,000
6550	TRAFFIC IMPROVEMENTS	1,412,217	-	105,000	750,000	90,000	-
6600	STORM DRAIN PROJECTS	-	1,236	-	-	34,000	-
6811	RIGHT-OF-WAY ACQUISITION	-	21,249	4,000	70,000	-	127,000
6813	BRIDGE CONSTRUCTION	97,784	-	-	-	1,000,000	-
6816	TRAILS CONSTRUCTION	-	-	-	-	81,000	-
	<b>TOTAL CAPITAL PROJECTS</b>	<b>1,960,268</b>	<b>177,038</b>	<b>1,788,000</b>	<b>2,499,000</b>	<b>5,238,000</b>	<b>954,000</b>
	<b>TOTAL MISCELLANEOUS GRANTS</b>	<b>2,863,172</b>	<b>1,085,368</b>	<b>3,107,865</b>	<b>2,691,865</b>	<b>6,836,000</b>	<b>1,964,000</b>

# PARAMEDIC DEPARTMENT

## **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:**

In 2012, the City Council approved replacement of the lost Amador engine with a third engine, staffed with three personnel per day (one of which is a paramedic), effective January 1, 2013. This increase in service brings the City's fire department complement of paramedic units to three, one at each of our three fire stations. Additionally, AMR Ambulance continues to provide paramedic-staffed ambulance transport services throughout the City.

The City Council also approved acquisition of a fourth electrocardiogram (ECG)/defibrillator unit to maintain a backup unit immediately available within the City should the need arise.

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. The Paramedic Special Tax is estimated to generate approximately 25% of the funding required to sustain the program in FY 2013-14.

## **Goals & 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 personnel and equipment at a constant state of readiness.

# Paramedic Department

Acct #	PARAMEDIC DEPARTMENT-028 PARAMEDIC DEPARTMENT-2050	2010-2011 Actual (Audited)	2011-2012 Actual (Audited)	2012-2013 Adjusted Budget	2012-2013 Year End Estimate	2013-2014 Adopted Budget	2014-2015 Adopted Budget
<b>OPERATIONS &amp; MATERIALS:</b>							
4010	ELECTRICITY	8,638	8,299	9,950	9,950	13,800	13,800
4020	GAS	1,639	1,350	1,825	1,825	1,500	1,500
4030	WATER/SEWER	4,935	5,296	4,450	6,000	6,000	6,000
4040	PEST CONTROL SUPPLIES/MATERIALS	664	420	725	725	-	-
4045	LANDSCAPING SUPPLIES	-	-	-	-	100	100
4055	JANITORIAL SUPPLIES	1,909	2,042	2,250	1,500	2,000	2,000
4060	TELEPHONE	1,559	1,592	2,550	2,000	2,185	2,185
4061	CELL PHONES/SATELLITE PHONES	-	-	-	-	275	275
4065	INTERNET/CABLE/SATELLITE	-	-	-	-	-	-
4066	ALARM MONITORING	-	-	-	-	300	300
4070	BUILDING MAINTENANCE	7,175	6,045	5,550	5,550	3,500	3,500
4101	OPERATING TRANSFER OUT-GENERAL FUND	36,805	10,000	10,000	10,000	10,000	10,000
4198	CITY ADMINISTRATION	-	-	-	-	250	250
4200	OFFICE SUPPLIES	2,406	1,557	3,300	2,500	1,950	1,950
4206	MATERIALS	-	319	-	-	50	50
4207	PARAMEDIC SUPPLIES	9,404	17,693	54,900	15,000	9,400	9,400
4210	POSTAGE	1	14	110	50	25	25
4220	FUEL	18,442	17,196	17,500	19,000	19,000	19,000
4222	GENERATOR MAINTENANCE/PERMITS/INSPECTION	-	-	-	-	2,140	2,140
4240	VEHICLE MAINTENANCE	18,845	29,351	20,000	22,000	25,000	25,000
4245	EQUIPMENT MAINTENANCE	11,507	10,036	10,500	10,500	8,550	8,550
4250	SPECIAL DEPARTMENT SUPPLIES	210	77	500	100	100	100
4330	TRAINING	323	-	-	-	50	50
4360	INSURANCE PREMIUMS	10,000	10,000	10,000	10,000	10,000	10,000
	<b>TOTAL OPERATIONS &amp; MATERIALS</b>	<b>134,462</b>	<b>121,286</b>	<b>154,110</b>	<b>116,700</b>	<b>116,175</b>	<b>116,175</b>
<b>CONTRACTUAL SERVICES:</b>							
4567	CONTRACT SERVICES-PARAMEDIC DEPARTMENT	702,535	772,480	1,203,300	975,000	1,304,605	1,337,220
4574	CONTRACT SERVICES-MEDICAL DIRECTOR	4,400	2,000	10,000	5,000	5,000	5,000
4588	CONTRACT SERVICES-HVAC MAINTENANCE	-	-	-	-	1,350	1,350
4589	CONTRACT SERVICES-PEST CONTROL	-	-	-	-	350	350
4680	CONTRACT SERVICES-TREE TRIMMING	-	654	-	-	750	750
	<b>TOTAL CONTRACTUAL SERVICES</b>	<b>706,935</b>	<b>775,134</b>	<b>1,213,300</b>	<b>980,000</b>	<b>1,312,055</b>	<b>1,344,670</b>
<b>CAPITAL OUTLAY:</b>							
6040	EQUIPMENT	70,191	-	-	-	-	-
	<b>TOTAL CAPITAL OUTLAY</b>	<b>70,191</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
	<b>TOTAL PARAMEDIC DEPARTMENT</b>	<b>911,587</b>	<b>896,420</b>	<b>1,367,410</b>	<b>1,096,700</b>	<b>1,428,230</b>	<b>1,460,845</b>

# FIRE DEPARTMENT

## **Introduction:**

The City of Highland became responsible for Fire and Emergency Medical Services (EMS) 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. At that time Highland was served by one fire engine staffed with two personnel per day, and by one paramedic squad staffed with two personnel per day.

Today, the fire department staffs three fire engines – one at each of our three fire stations that are each staffed with three personnel per day, including at least one paramedic. This represents a significant increase in service levels.

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

## **Accomplishments:**

Upon entering into the contract with CAL FIRE in 1999, the City began staffing Fire 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 received use of a fire engine (owned by the State) at minimal cost. This engine was eliminated by CAL FIRE, effective January 1, 2013; and was replaced by staffing of a replacement engine at Fire Station 1 with full-time personnel funded entirely by 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.

Plans for construction of a facility to replace Fire Station 1 were completed and approved by the Planning Commission and City Council in 2012. Funding for construction of the facility is now the only remaining challenge. Construction may commence once funding is identified.

A new fire engine was purchased in 2012 that replaced the 1982 American LaFrance engine at a cost of approximately \$450,000.

## **Goals & 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 fire protection to the citizens of Highland, within available revenues, by keeping the personnel and equipment at a constant state of readiness.

# Fire Department

Acct #	FIRE DEPARTMENT-029 FIRE DEPARTMENT-2100	2010-2011 Actual (Audited)	2011-2012 Actual (Audited)	2012-2013 Adjusted Budget	2012-2013 Year End Estimate	2013-2014 Adopted Budget	2014-2015 Adopted Budget
<b>SALARIES &amp; WAGES:</b>							
3010	SALARIES	8,202	3,205	8,000	-	-	-
3040	OVERTIME	828	-	-	-	-	-
	<b>TOTAL SALARIES &amp; WAGES</b>	<b>9,030</b>	<b>3,205</b>	<b>8,000</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>BENEFITS:</b>							
3530	MEDICARE & SOCIAL SECURITY	691	245	615	-	-	-
	<b>TOTAL BENEFITS</b>	<b>691</b>	<b>245</b>	<b>615</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>OPERATIONS &amp; MATERIALS:</b>							
4010	ELECTRICITY	8,638	8,298	9,950	9,950	13,800	13,800
4020	GAS	1,659	1,350	1,825	1,825	1,500	1,500
4030	WATER/SEWER	4,935	5,295	4,450	6,000	6,000	6,000
4040	PEST CONTROL SUPPLIES/MATERIALS	212	500	725	725	-	-
4045	LANDSCAPING SUPPLIES	-	-	-	-	100	100
4055	JANITORIAL SUPPLIES	1,909	2,042	2,250	1,500	2,000	2,000
4060	TELEPHONE	1,559	1,592	2,550	2,000	2,185	2,185
4061	CELL PHONES/SATELLITE PHONES	-	-	-	-	275	275
4065	INTERNET/CABLE/SATELLITE	-	-	-	-	-	-
4066	ALARM MONITORING	-	-	-	-	300	300
4070	BUILDING MAINTENANCE	7,175	6,296	4,550	5,550	3,500	3,500
4101	OPERATING TRANSFER OUT-GENERAL FUND	47,630	10,000	10,000	10,000	10,000	10,000
4118	OPERATING TRANSFER OUT-FEMA	-	452,206	-	-	-	-
4128	OPERATING TRANSFER OUT-PARAMEDIC DEPT.	531,380	549,383	1,016,410	763,110	1,077,230	1,109,845
4198	CITY ADMINISTRATION	3,075	1,786	2,000	2,000	250	250
4200	OFFICE SUPPLIES	2,286	2,353	3,300	2,500	1,950	1,950
4203	EQUIPMENT/FURNITURE	-	1,293	2,250	2,250	-	-
4204	PERSONAL PROTECTIVE EQUIPMENT	16,256	13,763	15,000	15,000	10,000	10,000
4206	MATERIALS	-	319	-	-	50	50
4210	POSTAGE	56	76	110	75	100	100
4220	FUEL	18,442	17,291	17,500	19,000	19,000	19,000
4222	GENERATOR MAINTENANCE/PERMITS/INSPECTION	-	-	-	-	2,140	2,140
4235	PHYSICALS/TESTING	3,148	-	10,000	2,500	7,500	7,500
4236	LIVESCAN SERVICE FEE	160	241	960	960	750	750
4240	VEHICLE MAINTENANCE	22,451	29,272	20,000	20,000	25,000	25,000
4245	EQUIPMENT MAINTENANCE	11,507	10,486	10,500	10,500	8,550	8,550
4249	UNIFORMS	-	-	-	-	150	150
4250	SPECIAL DEPARTMENT SUPPLIES	781	178	250	150	100	100
4330	TRAINING	323	-	350	350	50	50
4351	EMERGENCY INCIDENTS	-	8	500	500	500	500
4360	INSURANCE PREMIUMS	10,000	25,000	25,000	25,000	25,000	25,000
	<b>TOTAL OPERATIONS &amp; MATERIALS</b>	<b>693,583</b>	<b>1,139,028</b>	<b>1,160,430</b>	<b>901,445</b>	<b>1,217,980</b>	<b>1,250,595</b>
<b>CONTRACTUAL SERVICES:</b>							
4509	CONTRACT SERVICES-ARCHITECT	-	-	-	-	-	-
4540	CONTRACT SERVICES-BUILDING INSPECTIONS	94,840	88,315	77,400	77,400	45,000	45,000
4545	CONTRACT SERVICES-WEED ABATEMENT	34,210	-	34,210	34,210	34,210	34,210
4569	CONTRACT SERVICES-FIRE DEPARTMENT	1,640,832	1,529,960	1,827,010	1,827,010	2,180,905	2,235,430
4572	CONTRACT SERVICES-VOLUNTEER FIREFIGHTERS	-	-	10,000	5,000	5,000	5,000
4573	CONTRACT SERVICES-FIRE EXPLORERS	-	-	2,500	2,500	1,000	1,000
4576	CONTRACT SERVICES-EMERGENCY WORK	496	-	500	500	500	500
4588	CONTRACT SERVICES-HVAC MAINTENANCE	-	-	-	-	1,350	1,350
4589	CONTRACT SERVICES-PEST CONTROL	-	-	-	-	350	350
4680	CONTRACT SERVICES-TREE TRIMMING	-	654	-	-	750	750
	<b>TOTAL CONTRACTUAL SERVICES</b>	<b>1,770,377</b>	<b>1,618,929</b>	<b>1,951,620</b>	<b>1,946,620</b>	<b>2,269,065</b>	<b>2,323,590</b>

# Fire Department

Acct #	FIRE DEPARTMENT-029 FIRE DEPARTMENT-2100	2010-2011 Actual (Audited)	2011-2012 Actual (Audited)	2012-2013 Adjusted Budget	2012-2013 Year End Estimate	2013-2014 Adopted Budget	2014-2015 Adopted Budget
<b>CAPITAL OUTLAY:</b>							
6030	BUILDING	-	35,795	-	-	-	-
6040	EQUIPMENT	26,204	33,613	36,800	-	-	-
6060	VEHICLES	2,541	456,301	-	-	-	-
	<b>TOTAL CAPITAL OUTLAY</b>	<b>28,745</b>	<b>525,710</b>	<b>36,800</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>TOTAL FIRE DEPARTMENT</b>		<b>2,502,426</b>	<b>3,287,117</b>	<b>3,157,465</b>	<b>2,848,065</b>	<b>3,487,045</b>	<b>3,574,185</b>



# MAJOR GRANTS

## **Introduction:**

This fund accounts for all the federal grants that do not have to be legally accounted for in a separate fund. Examples of the types of grants accounted for in this fund include:

State Homeland Security grants for Police and Fire;  
Department of Energy-installing solar panels on City Hall and the Athletic Center;  
COPS-installing Automated License Plate Readers (ALPR) system;  
Federal Highway Administration (FHWA) for the 2010 storm repairs;  
Federal Transportation Enhancement Program (TE) for the Greenspot Road Bridge;  
Federal Safer Routes to School (SRTS) Program Grant-McKinley Street & 9<sup>th</sup> Street;  
Highway Safety Improvement Program (HSIP) Grant-Base Line & 9<sup>th</sup> Street; and  
Federal Highway Bridge Program (HBP) Grant for Greenspot Road Bridge, Base Line Bridge & Boulder Avenue Bridge.

## **Full-Time Equivalents:**

There are no personnel directly charged to this fund.

## Major Grants

Acct #	Major Grants Fund-030 Major Grants-8495	2010-2011 Actual (Audited)	2011-2012 Actual (Audited)	2012-2013 Adjusted Budget	2012-2013 Year End Estimate	2013-2014 Adopted Budget	2014-2015 Adopted Budget
<b>CONTRACTUAL SERVICES:</b>							
4550	CONTRACT SERVICES-ENGINEERING	-	221,325	-	1,250,000	1,337,000	-
	<b>TOTAL CONTRACTUAL SERVICES</b>	-	<b>221,325</b>	-	<b>1,250,000</b>	<b>1,337,000</b>	-
<b>CAPITAL OUTLAY:</b>							
6030	BUILDING	-	450,000	-	-	-	-
6040	EQUIPMENT	-	471,257	13,000	30,000	-	-
	<b>TOTAL CAPITAL OUTLAY</b>	-	<b>921,257</b>	<b>13,000</b>	<b>30,000</b>	-	-
<b>CAPITAL PROJECTS:</b>							
6530	STREET/SIDEWALK CONSTRUCTION	-	-	490,000	750,000	2,198,000	-
6550	TRAFFIC IMPROVEMENTS	-	96,373	-	-	-	-
6600	STORM DRAIN PROJECTS	-	-	-	-	1,340,000	-
6811	RIGHT-OF-WAY ACQUISITION	-	52,380	-	-	19,000	444,000
6813	BRIDGE CONSTRUCTION	-	3,961,391	15,725,000	8,000,000	7,941,000	-
6850	NEIGHBORHOOD ASST. PROJECTS	-	-	-	130,000	-	-
	<b>TOTAL CAPITAL PROJECTS</b>	-	<b>4,110,144</b>	<b>16,215,000</b>	<b>8,880,000</b>	<b>11,498,000</b>	<b>444,000</b>
<b>TOTAL MAJOR GRANTS</b>		-	<b>5,252,726</b>	<b>16,228,000</b>	<b>10,160,000</b>	<b>12,835,000</b>	<b>444,000</b>

# HOUSING AUTHORITY

## Introduction:

The Highland Housing Authority was created on January 17, 2011. The Successor Agency to the Redevelopment Agency (SARDA) transferred a number of assets to the Housing Authority as a result of the RDA dissolution. The transfer not only included properties but also revenues and existing agreements. It is reasonable to expect that the Housing Authority will have occasion to make determinations regarding existing funds and properties as well as future proposed projects.

## Full-Time Equivalents:

Senior Planner/Economic Development Specialist	0.100	Total FTE 0.100
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# Housing Authority

Acct #	Housing Authority-070 Housing Authority-7000	2010-2011 Actual (Audited)	2011-2012 Actual (Audited)	2012-2013 Adjusted Budget	2012-2013 Year End Estimate	2013-2014 Adopted Budget	2014-2015 Adopted Budget
<b>SALARIES &amp; WAGES:</b>							
3010	SALARIES	-	-	-	-	7,910	8,070
	<b>TOTAL SALARIES &amp; WAGES</b>	-	-	-	-	<b>7,910</b>	<b>8,070</b>
<b>BENEFITS:</b>							
3510	CAFETERIA PLAN	-	-	-	-	1,200	1,260
3530	MEDICARE & SOCIAL SECURITY	-	-	-	-	115	120
3560	PERS-RETIREMENT	-	-	-	-	1,775	1,875
3590	LIFE INSURANCE	-	-	-	-	30	30
3600	AUTO ALLOWANCE	-	-	-	-	-	-
	<b>TOTAL BENEFITS</b>	-	-	-	-	<b>3,120</b>	<b>3,285</b>
<b>OPERATIONS &amp; MATERIALS:</b>							
4181	OPERATING TRANSFER OUT-RDA LMIH	-	45,000	-	-	-	-
4198	CITY ADMINISTRATION	-	-	-	1,000	5,000	5,000
	<b>TOTAL OPERATIONS &amp; MATERIALS</b>	-	<b>45,000</b>	-	<b>1,000</b>	<b>5,000</b>	<b>5,000</b>
<b>CONTRACTUAL SERVICES:</b>							
4520	CONTRACT SERVICES-ATTORNEY	-	-	-	5,000	7,500	7,500
	<b>TOTAL CONTRACTUAL SERVICES</b>	-	-	-	<b>5,000</b>	<b>7,500</b>	<b>7,500</b>
<b>TOTAL HOUSING AUTHORITY</b>		-	<b>45,000</b>	-	<b>6,000</b>	<b>23,530</b>	<b>23,855</b>

# CAPITAL IMPROVEMENTS

## Introduction:

The Capital Improvements fund has three departments; Facilities Construction, Parks Construction and HUD Special Purpose/Project Grants. In past years, the Facilities Construction fund accounted for construction of city facilities such as the Highland Sam J, Racadio Library & Environmental Learning Center, the Community Center, the Athletic Center and the Corporation Yard. The Parks Construction fund accounted for the construction of Aurantia Park and Community Park. The HUD Special Purpose/Project Grants department accounted for the HUD Neighborhood Initiative Program (NIP) grant. Currently, these departments do not have any activity.

## Full-Time Equivalents:

There are no personnel directly charged to this fund.

## Facilities Construction

Acct #	Capital Improvements-010 Facilities Construction-3830	2010-2011 Actual (Audited)	2011-2012 Actual (Audited)	2012-2013 Adjusted Budget	2012-2013 Year End Estimate	2013-2014 Adopted Budget	2014-2015 Adopted Budget
	<b>OPERATIONS &amp; MATERIALS:</b>						
4123	OPERATING TRANSFER OUT-GEN CAPITAL FINANCING	-	-	-	-	-	-
	<b>TOTAL OPERATIONS &amp; MATERIALS</b>	-	-	-	-	-	-
	<b>CAPITAL OUTLAY:</b>						
6030	BUILDING	-	-	-	-	-	-
	<b>TOTAL CAPITAL OUTLAY</b>	-	-	-	-	-	-
	<b>TOTAL FACILITIES CONSTRUCTION</b>	-	-	-	-	-	-

## Parks Construction

Acct #:	Capital Improvements-010 Parks Construction-3840	2010-2011 Actual (Audited)	2011-2012 Actual (Audited)	2012-2013 Adjusted Budget	2012-2013 Year End Estimate	2013-2014 Adopted Budget	2014-2015 Adopted Budget
	<b>CAPITAL PROJECTS:</b>						
6815	PARK CONSTRUCTION	-	-	-	-	-	-
	<b>TOTAL CAPITAL PROJECTS</b>	-	-	-	-	-	-
	<b>TOTAL PARKS CONSTRUCTION</b>	-	-	-	-	-	-

## HUD Special Purpose/Projects

Acct #	Capital Improvements-010 HUD Special Purpose/Projects-3850	2010-2011 Actual (Audited)	2011-2012 Actual (Audited)	2012-2013 Adjusted Budget	2012-2013 Year End Estimate	2013-2014 Adopted Budget	2014-2015 Adopted Budget
<b>OPERATIONS &amp; MATERIALS:</b>							
4290	TITLE SEARCH	-	-	-	-	-	-
	<b>TOTAL OPERATIONS &amp; MATERIALS</b>	-	-	-	-	-	-
<b>CONTRACTUAL SERVICES:</b>							
4520	CONTRACT SERVICES-ATTORNEY	-	-	-	-	-	-
4550	CONTRACT SERVICES-ENGINEERING	-	-	-	-	-	-
4554	CONTRACT SERVICES-CONSULTANT	-	-	-	-	-	-
4556	CONTRACT SERVICES-DEMOLITION	-	-	-	-	-	-
4558	CONTRACT SERVICES-APPRAISAL	-	-	-	-	-	-
	<b>TOTAL CONTRACTUAL SERVICES</b>	-	-	-	-	-	-
<b>CAPITAL OUTLAY:</b>							
6010	LAND	-	-	-	-	-	-
6030	BUILDING	-	-	-	-	-	-
	<b>TOTAL CAPITAL OUTLAY</b>	-	-	-	-	-	-
<b>CAPITAL PROJECTS:</b>							
6550	TRAFFIC IMPROVEMENTS	-	-	-	-	-	-
	<b>TOTAL CAPITAL PROJECTS</b>	-	-	-	-	-	-
<b>TOTAL HUD SPECIAL PURPOSE/PROJECTS</b>		-	-	-	-	-	-

# COMMUNITY FACILITIES DISTRICTS (CFD)

## **Introduction:**

This fund accounts for the activities of Highland's two operational Community Facilities Districts, 90-1 & 2001-1.

Community Facilities Districts are a voter approved tax that will fund infrastructure and services. The bonds that are issued by the City to fund the infrastructure are serviced from the special tax lien placed on the property tax bill of the property owner(s) and are not considered a debt of the City. A CFD is also referred to as a Mello-Roos, named after the 2 state legislators (Senator Henry Mello and Senator Mike Ross) who co-authored the Community Facilities Act in 1982 to make the creation CFDs legal.

CFD 90-1, also known as "Greenspot Corridor" has been placed into a CFD to provide needed infrastructure, housing, and commercial retail growth to that area along with a school. Also provided are police and fire services. CFD 90-1 is made up of the following tracts: Tract #14326, Tract #14362, Tract #13936, Tract #14095, Tract #12805/#12494 & Tract #12821. All of these tracts are residential with the exception of Tract #12821 which is commercial.

CFD 2001-1 (Tract #14326) is a residential Community Facilities District. Although part of the CFD 90-1, the bonded indebtedness portion for the 90-1 was paid off when new bonds were issued in 2001. These bonds were subsequently refunded in 2011 at a lower interest rate.

CFD 2007-1 was formed in 2007, but is currently not operational. Development is expected in the next few years.

## **Full-Time Equivalent:**

There are no personnel directly charged to this fund.

## Community Facilities Districts

Acct #:	Community Facilities Districts-014 Community Facilities Districts-8520	2010-2011 Actual (Audited)	2011-2012 Actual (Audited)	2012-2013 Adjusted Budget	2012-2013 Year End Estimate	2013-2014 Adopted Budget	2014-2015 Adopted Budget
	<b>OPERATIONS &amp; MATERIALS:</b>						
4198	CITY ADMINISTRATION	3,246	6,484	5,000	10,000	9,000	9,000
4200	OFFICE SUPPLIES	-	146	500	500	1,500	1,500
4210	POSTAGE	8	35	100	100	100	100
4300	ADVERTISING	-	-	-	-	-	-
	<b>TOTAL OPERATIONS &amp; MATERIALS</b>	<b>3,255</b>	<b>6,665</b>	<b>5,600</b>	<b>10,600</b>	<b>10,600</b>	<b>10,600</b>
	<b>CONTRACTUAL SERVICES:</b>						
4554	CONTRACT SERVICES-CONSULTANT	-	-	-	-	-	-
	<b>TOTAL CONTRACTUAL SERVICES</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
	<b>CAPITAL PROJECTS:</b>						
6803	FACILITIES CONSTRUCTION	-	-	-	-	-	-
	<b>TOTAL CAPITAL PROJECTS</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
	<b>TOTAL COMMUNITY FACILITIES DISTRICTS</b>	<b>3,255</b>	<b>6,665</b>	<b>5,600</b>	<b>10,600</b>	<b>10,600</b>	<b>10,600</b>

# GENERAL CAPITAL FINANCING

## **Introduction:**

The General Capital Financing fund (Capital Construction department) is used to fund capital projects where no other funding source exists and as a match for state and federal grants. Highland has had much success in obtaining grants because we have a source for matching funds. This fund also assisted in partially funding the following projects:

The Jerry Lewis Community Center  
The Highland Sam J. Racadio Library/Environmental Learning Center  
The Corporation Yard  
The Athletic Center  
Community Park

With the loss of the RDA, this fund will be used for infrastructure projects as well. This fund is also used to fund one-time capital projects such as vehicles and equipment. On-going expenditures are accounted for in the general fund. The General Capital Financing fund will assist in funding the following projects in fiscal years 2013/2014 & 2014/2015:

SR 210/Base Line Interchange Widening;  
City-Wide Sidewalk Repair; and  
City Creek Levee Trails (Base Line to Highland Ave)

## **Full-Time Equivalent:**

There are no personnel directly charged to this fund.

## Capital Construction

Acct #	General Capital Financing-023 Capital Construction-3890	2010-2011 Actual (Audited)	2011-2012 Actual (Audited)	2012-2013 Adjusted Budget	2012-2013 Year End Estimate	2013-2014 Adopted Budget	2014-2015 Adopted Budget
<b>OPERATIONS &amp; MATERIALS:</b>							
4101	OPERATING TRANSFER OUT-GENERAL FUND	-	-	-	-	-	-
4104	OPERATING TRANSFER OUT-GAS TAX	217,535	-	-	-	-	-
4189	OPERATING TRANSFER OUT-SARDA BOND PROCEEDS	-	-	1,702,870	1,702,870	-	-
4203	EQUIPMENT/FURNITURE	-	-	-	-	12,500	2,500
4248	EQUIPMENT RENTAL/LEASE	-	-	-	-	-	-
	<b>TOTAL OPERATIONS &amp; MATERIALS</b>	<b>217,535</b>	<b>-</b>	<b>1,702,870</b>	<b>1,702,870</b>	<b>12,500</b>	<b>2,500</b>
<b>CONTRACTUAL SERVICES:</b>							
4509	CONTRACT SERVICES-ARCHITECT	-	-	-	-	-	-
4533	CONTRACT SERVICES-SOFTWARE SUBSCRIPTIONS	-	-	-	-	-	-
4534	CONTRACT SERVICES-GIS	-	4,990	60,000	45,000	34,000	44,000
4550	CONTRACT SERVICES-ENGINEERING	-	46,673	34,000	34,000	438,000	496,000
4554	CONTRACT SERVICES-CONSULTANT	36,258	37,434	39,000	39,000	39,000	40,000
4558	CONTRACT SERVICES-APPRAISALS	-	5,500	-	-	10,000	10,000
4582	CONTRACT SERVICES-STUDIES	-	16,505	45,000	30,000	135,000	135,000
4585	CONTRACT SERVICES-LANDSCAPE MAINTENANCE	-	-	-	-	50,000	25,000
	<b>TOTAL CONTRACTUAL SERVICES</b>	<b>36,258</b>	<b>111,101</b>	<b>178,000</b>	<b>148,000</b>	<b>706,000</b>	<b>750,000</b>
<b>CAPITAL OUTLAY:</b>							
6010	LAND	-	-	-	-	-	-
6030	BUILDING	33,492	522,946	-	11,000	-	-
6040	EQUIPMENT	3,681	-	-	-	317,150	252,000
6050	FURNITURE & FIXTURES	-	-	-	-	-	-
6060	VEHICLES	-	19,000	-	-	-	-
6070	SOFTWARE	-	-	-	-	-	-
	<b>TOTAL CAPITAL OUTLAY</b>	<b>37,173</b>	<b>541,946</b>	<b>-</b>	<b>11,000</b>	<b>317,150</b>	<b>252,000</b>
<b>CAPITAL PROJECTS:</b>							
6530	STREET/SIDEWALK CONSTRUCTION	-	-	210,000	210,000	-	-
6545	SIDEWALK REPAIRS	-	-	-	-	124,000	-
6600	STORM DRAIN PROJECTS	-	1,375	200,000	-	-	-
6811	RIGHT-OF-WAY ACQUISITION	-	-	-	-	-	77,000
6816	TRAILS CONSTRUCTION	-	-	-	-	5,000	-
6850	NEIGHBORHOOD ASST. PROJECTS	-	-	-	12,000	-	-
	<b>TOTAL CAPITAL PROJECTS</b>	<b>-</b>	<b>1,375</b>	<b>410,000</b>	<b>222,000</b>	<b>129,000</b>	<b>77,000</b>
	<b>TOTAL CAPITAL CONSTRUCTION</b>	<b>290,966</b>	<b>654,423</b>	<b>2,290,870</b>	<b>2,083,870</b>	<b>1,164,650</b>	<b>1,081,500</b>

# INSURANCE

**Introduction:**

The General Liability department of the Insurance fund 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	0.150	
Director of Administrative Services	0.150	
Senior Accountant	0.050	
City Clerk	0.050	Total FTE 0.400

**Accomplishments:**

1. Maintained adequate reserve funding.
2. Worked with claims adjuster to thoroughly review, monitor and resolve claims.
3. Successfully completed safety audit of City operations.
4. Successfully defended the City in a lawsuit claiming inadequate site distance.

**Goals & 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>2010-2011</u>	<u>2011-2012</u>	<u>2012-2013</u>	<u>2013-2014</u>	<u>2014-2015</u>
<b>Claims Processed:</b>					
General Liability	14	13	15	12	12
Worker's Compensation	1	1	1	1	1
<b>Claims Closed:</b>					
General Liability	13	14	14	12	12
Worker's Compensation	1	1	1	1	1

# General Liability

Acct #:	Insurance Fund-041 General Liability-9500	2010-2011 Actual (Audited)	2011-2012 Actual (Audited)	2012-2013 Adjusted Budget	2012-2013 Year End Estimate	2013-2014 Adopted Budget	2014-2015 Adopted Budget
<b>SALARIES &amp; WAGES:</b>							
3010	SALARIES	47,275	48,648	52,775	52,775	53,835	54,895
3050	COMPENSATORY TIME	70	123	-	-	-	-
3100	SICK LEAVE	-	-	-	-	-	-
3110	HOLIDAY	2,145	2,071	-	-	-	-
3120	VACATION	2,516	2,777	-	-	-	-
3125	MANAGEMENT LEAVE	504	294	-	-	-	-
	<b>TOTAL SALARIES &amp; WAGES</b>	<b>52,511</b>	<b>53,913</b>	<b>52,775</b>	<b>52,775</b>	<b>53,835</b>	<b>54,895</b>
<b>BENEFITS:</b>							
3510	CAFETERIA PLAN	4,113	116	4,560	4,560	4,800	5,040
3515	PERS-HEALTH INSURANCE-RETIRED	12,000	14,000	12,000	12,000	16,800	19,200
3530	MEDICARE & SOCIAL SECURITY	877	864	765	765	785	800
3560	PERS-RETIREMENT	11,789	12,179	11,615	11,615	12,060	12,735
3580	DEFERRED COMPENSATION	830	828	825	825	900	930
3590	LIFE INSURANCE	165	165	175	175	180	185
3600	AUTO ALLOWANCE	1,808	1,781	1,710	1,710	1,710	1,710
	<b>TOTAL BENEFITS</b>	<b>31,583</b>	<b>29,934</b>	<b>31,650</b>	<b>31,650</b>	<b>37,235</b>	<b>40,600</b>
<b>OPERATIONS &amp; MATERIALS:</b>							
4200	OFFICE SUPPLIES	13	465	500	500	500	500
4203	EQUIPMENT/FURNITURE	-	-	500	500	500	500
4210	POSTAGE	8	393	50	50	400	400
4240	VEHICLE MAINTENANCE	-	-	-	-	-	-
4310	DUES & SUBSCRIPTIONS	-	-	-	-	-	-
4320	TRAVEL & CONFERENCE	-	-	-	-	-	-
4330	TRAINING	295	-	700	700	700	700
4355	CLAIMS PAYABLE INCREASE	66,230	15,339	10,000	10,000	15,000	15,000
4360	INSURANCE PREMIUMS	238,343	193,858	328,000	328,000	300,100	315,100
4370	INSURANCE CLAIMS	403	4,292	25,000	25,000	25,000	25,000
4380	INSURANCE ADJUSTING FEES	6,587	8,718	20,000	20,000	20,000	20,000
4390	INSURANCE LEGAL	34,843	109,462	80,000	80,000	80,000	80,000
	<b>TOTAL OPERATIONS &amp; MATERIALS</b>	<b>346,721</b>	<b>332,527</b>	<b>464,750</b>	<b>464,750</b>	<b>442,200</b>	<b>457,200</b>
<b>CONTRACTUAL SERVICES:</b>							
4550	CONTRACT SERVICES-ENGINEERING	-	-	-	-	11,000	-
4591	CONTRACT SERVICES-SIDEWALK REPAIR	-	-	-	-	8,000	8,000
	<b>TOTAL CONTRACTUAL SERVICES</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>19,000</b>	<b>8,000</b>
<b>CAPITAL PROJECTS:</b>							
6545	SIDEWALK REPAIRS	-	-	-	-	124,000	-
6600	STORM DRAIN PROJECTS	-	-	-	-	283,000	-
	<b>TOTAL CAPITAL PROJECTS</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>407,000</b>	<b>-</b>
<b>TOTAL GENERAL LIABILITY</b>		<b>430,815</b>	<b>416,373</b>	<b>549,175</b>	<b>549,175</b>	<b>959,270</b>	<b>560,695</b>

# GENERAL SERVICES

## **Introduction:**

The Building Services department of the General Services fund includes all costs related to city hall such as utilities, building maintenance, copy machine lease, postage machine lease, copy paper, office supplies, network, etc. The following departments are charged these costs based on full-time equivalents (FTE): City Clerk, General Government, Personnel, Finance, Engineering, Planning, Public Services, Building & Safety, Code Enforcement, Community Volunteer Services and Public Works (Gas Tax).

## **Full-Time Equivalents:**

Public Works Manager	0.100	
Maintenance Worker I	0.500	
Maintenance Worker I	0.250	Total FTE 0.850

## **Accomplishments:**

1. Installed solar panels on the rooftop at City Hall contributing to energy savings on electricity.
2. Installed a "cool roof" on the rooftop of City Hall contributing to additional energy savings.
3. Retro-fitted the lights at City Hall with LED lights.
4. Upgraded the last of the computers at City Hall.

## Building Services

Acct #:	General Services-042 Building Services-9510	2010-2011 Actual (Audited)	2011-2012 Actual (Audited)	2012-2013 Adjusted Budget	2012-2013 Year End Estimate	2013-2014 Adopted Budget	2014-2015 Adopted Budget
<b>SALARIES &amp; WAGES:</b>							
3010	SALARIES	9,973	16,026	9,725	9,725	39,240	39,955
3040	OVERTIME	856	391	-	-	-	-
3050	COMPENSATORY TIME	53	11	-	-	-	-
3100	SICK LEAVE	198	297	-	-	-	-
3110	HOLIDAY	490	332	-	-	-	-
3120	VACATION	89	533	-	-	-	-
	<b>TOTAL SALARIES &amp; WAGES</b>	<b>11,658</b>	<b>17,590</b>	<b>9,725</b>	<b>9,725</b>	<b>39,240</b>	<b>39,955</b>
<b>BENEFITS:</b>							
3510	CAFETERIA PLAN	5,134	312	2,850	2,850	10,200	10,710
3530	MEDICARE & SOCIAL SECURITY	1,028	795	145	145	570	580
3560	PERS-RETIREMENT	1,906	2,067	2,140	2,140	8,790	9,270
3590	LIFE INSURANCE	47	29	35	35	130	135
	<b>TOTAL BENEFITS</b>	<b>8,114</b>	<b>3,205</b>	<b>5,170</b>	<b>5,170</b>	<b>19,690</b>	<b>20,695</b>
<b>OPERATIONS &amp; MATERIALS:</b>							
4010	ELECTRICITY	41,547	36,766	50,000	30,000	30,000	30,000
4020	GAS	1,060	2,905	1,600	1,600	1,600	1,600
4030	WATER/SEWER	3,339	4,089	4,500	6,500	6,500	6,500
4040	PEST CONTROL SUPPLIES/MATERIALS	660	855	1,900	900	250	250
4045	LANDSCAPING SUPPLIES	9,349	205	3,100	-	250	250
4050	TRASH	-	-	-	-	-	-
4055	JANITORIAL SUPPLIES	14,446	5,557	5,000	5,500	5,500	5,500
4060	TELEPHONE	27,729	27,518	28,080	28,000	30,660	30,660
4061	CELL PHONES/SATELLITE PHONES	-	-	-	-	600	600
4065	INTERNET/CABLE/SATELLITE	323	408	325	580	580	580
4066	ALARM MONITORING	-	-	-	-	1,080	1,080
4070	BUILDING MAINTENANCE	4,984	4,052	20,000	12,000	12,000	12,000
4075	PUBLIC FACILITIES IMPROVEMENT	-	-	5,000	-	5,000	5,000
4198	CITY ADMINISTRATION	4,235	2,828	7,500	1,500	2,500	2,500
4200	OFFICE SUPPLIES	17,713	24,302	25,000	25,000	25,000	25,000
4203	EQUIPMENT/FURNITURE	5	-	500	500	750	750
4205	PHOTOCOPIER	18,442	17,666	18,000	20,000	20,000	20,000
4208	NETWORK/COMPUTER MATERIALS & SUPPLIES	5,607	4,619	15,300	8,000	12,000	12,000
4220	FUEL	183	494	500	500	500	500
4240	VEHICLE MAINTENANCE	123	275	500	500	500	500
4245	EQUIPMENT MAINTENANCE	5,752	7,248	6,050	3,950	3,950	3,950
4248	EQUIPMENT RENTAL/LEASE	4,191	4,133	5,400	5,400	5,400	5,400
4251	ADA COMPLIANCE	-	-	2,000	2,000	2,000	2,000
4260	DISASTER SUPPLIES	140	-	1,600	1,600	2,000	2,000
4310	DUES & SUBSCRIPTIONS	-	-	-	-	150	150
	<b>TOTAL OPERATIONS &amp; MATERIALS</b>	<b>159,826</b>	<b>143,920</b>	<b>201,855</b>	<b>154,030</b>	<b>168,770</b>	<b>168,770</b>
<b>CONTRACTUAL SERVICES:</b>							
4504	CONTRACT SERVICES-JANITORIAL SERVICES	-	7,447	12,000	11,400	11,400	11,400
4533	CONTRACT SERVICES-SOFTWARE SUBSCRIPTIONS	-	-	1,400	5,000	-	-
4585	CONTRACT SERVICES-LANDSCAPE MAINTENANCE	-	6,668	5,400	7,200	7,200	7,200
4588	CONTRACT SERVICES-HVAC MAINTENANCE	-	-	-	-	4,400	4,400
4589	CONTRACT SERVICES-PEST CONTROL	-	-	-	-	780	780
4627	CONTRACT SERVICES-NETWORK	-	-	8,000	5,000	5,000	5,000
4680	CONTRACT SERVICES-TREE TRIMMING	-	-	1,500	1,500	1,500	1,500
	<b>TOTAL CONTRACTUAL SERVICES</b>	<b>-</b>	<b>14,114</b>	<b>28,300</b>	<b>30,100</b>	<b>30,280</b>	<b>30,280</b>

## Building Services

Acct #	General Services-042 Building Services-9510	2010-2011 Actual (Audited)	2011-2012 Actual (Audited)	2012-2013 Adjusted Budget	2012-2013 Year End Estimate	2013-2014 Adopted Budget	2014-2015 Adopted Budget
	CAPITAL OUTLAY:						
6030	BUILDING	-	-	129,000	129,000	-	-
6040	EQUIPMENT	-	-	-	-	-	-
	TOTAL CAPITAL OUTLAY	-	-	129,000	129,000	-	-
	<b>TOTAL BUILDING SERVICES</b>	<b>179,599</b>	<b>178,829</b>	<b>374,050</b>	<b>328,025</b>	<b>257,980</b>	<b>259,700</b>



# REDEVELOPMENT AGENCY (RDA)

## Introduction:

On June 27, 2011, the State passed AB 1X 26 which eliminated redevelopment agencies. However, the State then passed AB 1X 27 which included the payment of a ransom if a community wanted to keep its redevelopment agency. Basically the State would eliminate a redevelopment agency and take all of its assets (land, cash, etc.) if the City did not elect to pay this ransom. These bills included language that the ransom would have to be paid by the city and reimbursed by the agency. This was yet another attempt by the State to steal money from local governments to balance their budgets. Highland's share of this extortion was estimated to be \$2,731,486 in 2011/2012 and an annual payment thereafter of approximately \$655,000. The CRA sued the State and the State Supreme Court held in favor of the State for AB 1X 26, but not on AB 1X 27. This meant that over 400 redevelopment agencies throughout the State would be dissolved, and have been. Taken from Highland was the best economic tool to help jobs and businesses grow in our community. The funds taken from Highland would be used to offset the State's responsibilities to the local taxing agencies. The State's taking of local funds as a temporary bandage to solve their annual budget problems is not a long term solution.

As a result of this legislation, the Highland RDA was dissolved on February 1, 2011. The City elected to remain as the Successor Agency to the Highland Redevelopment Agency (SARDA) to carry out the dissolution. On February 1, 2011, all assets of the Highland RDA were transferred to the Successor Agency. The following fund and departments have been closed:

RDA Capital Projects-Fund 080, Department 8000;  
RDA Capital Projects-Fund 086, Department 8060;  
RDA Low & Moderate Income Housing-Fund 081, Department 8010; and  
RDA Debt Service-Fund 083, Department 8030.

The former RDA bond proceeds for capital projects are now accounted for in SARDA fund 087 (SARDA Bond Proceeds). The bond proceeds for Low & Moderate Income Housing are accounted for in SARDA fund 088 (SARDA LMIH). Debt service and administration for the win-down of the RDA are accounted for in Fund 089 (SARDA Debt Service).

Historical information regarding the RDA is included in this budget for informational purposes only. They will not be included in the next biennial budget.

## Redevelopment Agency Capital Projects

Acct #	RDA Capital Projects-080 RDA Capital Projects-8000	2010-2011 Actual (Audited)	2011-2012 Actual (Audited)	2012-2013 Adjusted Budget	2012-2013 Year End Estimate	2013-2014 Adopted Budget	2014-2015 Adopted Budget
<b>SALARIES &amp; WAGES:</b>							
3010	SALARIES	213,541	151,255	258,170	-	-	-
3040	OVERTIME	-	-	-	-	-	-
3050	COMPENSATORY TIME	2,154	456	-	-	-	-
3100	SICK LEAVE	2,220	939	-	-	-	-
3110	HOLIDAY	9,653	7,857	-	-	-	-
3120	VACATION	8,908	10,792	-	-	-	-
3125	MANAGEMENT LEAVE	3,521	3,787	-	-	-	-
	<b>TOTAL SALARIES &amp; WAGES</b>	<b>239,997</b>	<b>175,085</b>	<b>258,170</b>	*	*	*
<b>BENEFITS:</b>							
3510	CAFETERIA PLAN	27,809	-	33,915	-	-	-
3530	MEDICARE & SOCIAL SECURITY	3,894	3,010	3,745	-	-	-
3560	PERS-RETIREMENT	53,363	32,093	53,690	-	-	-
3580	DEFERRED COMPENSATION	1,107	650	1,100	-	-	-
3590	LIFE INSURANCE	759	496	805	-	-	-
3600	AUTO ALLOWANCE	3,676	2,151	3,330	-	-	-
3650	VACATION BUYBACK	3,966	3,195	-	-	-	-
3655	SICK LEAVE INCENTIVE	4,142	3,047	-	-	-	-
3660	ADMINISTRATIVE LEAVE BUYBACK	3,441	1,472	-	-	-	-
3665	COMPENSATORY TIME BUYBACK	-	-	-	-	-	-
	<b>TOTAL BENEFITS</b>	<b>102,157</b>	<b>46,114</b>	<b>96,585</b>	*	*	*
<b>OPERATIONS &amp; MATERIALS:</b>							
4080	BUILDING SERVICES DEPARTMENT CHARGE	17,135	12,883	26,125	-	-	-
4199	INSURANCE DEPARTMENT CHARGE	12,741	8,388	16,940	-	-	-
4200	OFFICE SUPPLIES	34	39	1,000	-	-	-
4201	GRANT ASSISTANCE	-	-	-	-	-	-
4203	EQUIPMENT/FURNITURE	-	-	-	-	-	-
4210	POSTAGE	398	118	500	-	-	-
4220	FUEL	52	54	-	-	-	-
4240	VEHICLE MAINTENANCE	-	-	-	-	-	-
4248	EQUIPMENT RENTAL/LEASE	20,213	13,459	21,000	-	-	-
4300	ADVERTISING	-	-	2,000	-	-	-
4310	DUES & SUBSCRIPTIONS	6,350	6,135	6,500	-	-	-
4320	TRAVEL & CONFERENCE	10,435	1,490	20,000	-	-	-
4330	TRAINING	305	135	-	-	-	-
4332	MILEAGE REIMBURSEMENT	-	57	500	-	-	-
4349	GRANT PROGRAMS	48,306	149,344	300,000	-	-	-
4450	RELEASE/USE OF DEPOSIT/FEE	-	-	-	-	-	-
	<b>TOTAL OPERATIONS &amp; MATERIALS</b>	<b>115,968</b>	<b>192,101</b>	<b>394,565</b>	*	*	*
<b>CONTRACTUAL SERVICES:</b>							
4507	CONTRACT SERVICES-CHAMBER OF COMMERCE	13,365	10,024	13,365	-	-	-
4509	CONTRACT SERVICES-ARCHITECT	359,025	99,887	46,950	-	-	-
4510	CONTRACT SERVICES-AUDITOR	3,520	3,110	10,000	-	-	-
4520	CONTRACT SERVICES-ATTORNEY	34,547	9,529	20,000	-	-	-
4534	CONTRACT SERVICES-GIS	3,938	2,530	50,000	-	-	-
4550	CONTRACT SERVICES-ENGINEERING	249,286	88,498	1,466,825	-	-	-
4554	CONTRACT SERVICES-CONSULTANT	5,123	2,112	100,000	-	-	-
4558	CONTRACT SERVICES-APPRAISAL	-	-	10,000	-	-	-
4610	CONTRACT SERVICES-ECONOMIC DEVELOPMENT	-	-	25,000	-	-	-
4650	CONTRACT SERVICES-ENVIRONMENTAL	-	-	10,000	-	-	-
4700	CONTRACT SERVICES-BOND ISSUES	-	-	-	-	-	-
	<b>TOTAL CONTRACTUAL SERVICES</b>	<b>668,803</b>	<b>215,670</b>	<b>1,752,140</b>	*	*	*

## Redevelopment Agency Capital Projects

Acct #	RDA Capital Projects-080 RDA Capital Projects-8000	2010-2011 Actual (Audited)	2011-2012 Actual (Audited)	2012-2013 Adjusted Budget	2012-2013 Year End Estimate	2013-2014 Adopted Budget	2014-2015 Adopted Budget
<b>CAPITAL OUTLAY:</b>							
6010	LAND	230,755	-	-	-	-	-
6030	BUILDING	5,897,278	659,690	-	-	-	-
6040	EQUIPMENT	-	-	-	-	-	-
6050	FURNITURE & FIXTURES	199,900	4,763	-	-	-	-
	<b>TOTAL CAPITAL OUTLAY</b>	<b>6,327,933</b>	<b>664,452</b>	-	-	-	-
<b>CAPITAL PROJECTS:</b>							
6530	STREET/SIDEWALK CONSTRUCTION	78,579	167,203	628,000	-	-	-
6534	RIGHT-OF-WAY IMPROVEMENTS	-	-	-	-	-	-
6540	UNDERGROUND UTILITIES	-	-	-	-	-	-
6550	TRAFFIC IMPROVEMENTS	3,493,043	-	-	-	-	-
6600	STORM DRAIN IMPROVEMENTS	8,730	-	-	-	-	-
6811	RIGHT-OF-WAY ACQUISITION	-	-	-	-	-	-
6813	BRIDGE CONSTRUCTION	18,166	-	2,488,000	-	-	-
	<b>TOTAL CAPITAL PROJECTS</b>	<b>3,598,518</b>	<b>167,203</b>	<b>3,116,000</b>	-	-	-
<b>TOTAL RDA CAPITAL PROJECTS</b>		<b>11,053,375</b>	<b>1,460,626</b>	<b>5,617,460</b>	-	-	-

## Redevelopment Agency Low & Moderate Income Housing

Acct #	RDA Low & Moderate Income Housing-081 RDA Low & Moderate Income Housing-8010	2010-2011 Actual (Audited)	2011-2012 Actual (Audited)	2012-2013 Adjusted Budget	2012-2013 Year End Estimate	2013-2014 Adopted Budget	2014-2015 Adopted Budget
<b>SALARIES &amp; WAGES:</b>							
3010	SALARIES	171,165	130,549	221,420	-	-	-
3040	OVERTIME	-	-	-	-	-	-
3050	COMPENSATORY TIME	3,400	1,057	-	-	-	-
3100	SICK LEAVE	4,966	2,782	-	-	-	-
3110	HOLIDAY	8,920	6,676	-	-	-	-
3120	VACATION	9,197	8,735	-	-	-	-
3125	MANAGEMENT LEAVE	1,682	729	-	-	-	-
	<b>TOTAL SALARIES &amp; WAGES</b>	<b>199,330</b>	<b>150,527</b>	<b>221,420</b>	-	-	-
<b>BENEFITS:</b>							
3510	CAFETERIA PLAN	34,849	-	40,755	-	-	-
3530	MEDICARE & SOCIAL SECURITY	3,296	2,083	3,215	-	-	-
3560	PERS-RETIREMENT	44,383	29,217	48,715	-	-	-
3580	DEFERRED COMPENSATION	553	325	550	-	-	-
3590	LIFE INSURANCE	644	455	735	-	-	-
3600	AUTO ALLOWANCE	1,928	1,126	1,740	-	-	-
3650	VACATION BUYBACK	2,170	1,130	-	-	-	-
3655	SICK LEAVE INCENTIVE	1,959	1,210	-	-	-	-
3660	ADMINISTRATIVE LEAVE BUYBACK	1,852	268	-	-	-	-
3665	COMPENSATORY TIME BUYBACK	-	-	-	-	-	-
	<b>TOTAL BENEFITS</b>	<b>91,635</b>	<b>35,813</b>	<b>95,710</b>	-	-	-
<b>OPERATIONS &amp; MATERIALS:</b>							
4080	BUILDING SERVICES DEPARTMENT CHARGE	20,733	15,588	31,610	-	-	-
4199	INSURANCE DEPARTMENT CHARGE	12,741	8,388	16,940	-	-	-
4200	OFFICE SUPPLIES	30	117	500	-	-	-
4210	POSTAGE	534	129	500	-	-	-
4250	SPECIAL DEPARTMENT SUPPLIES	-	521	-	-	-	-
4300	ADVERTISING	-	-	1,000	-	-	-
4330	TRAINING	-	-	500	-	-	-
4332	MILEAGE REIMBURSEMENT	-	-	100	-	-	-
4340	LONG TERM COVENANTS	-	-	-	-	-	-
4349	GRANT PROGRAMS	766,921	393,003	1,000,000	-	-	-
	<b>TOTAL OPERATIONS &amp; MATERIALS</b>	<b>800,959</b>	<b>417,746</b>	<b>1,051,150</b>	-	-	-
<b>CONTRACTUAL SERVICES:</b>							
4510	CONTRACT SERVICES-AUDITOR	3,790	-	5,000	-	-	-
4520	CONTRACT SERVICES-ATTORNEY	38,581	996	25,000	-	-	-
4538	CONTRACT SERVICES-CODE ENFORCEMENT	-	-	-	-	-	-
4558	CONTRACT SERVICES-APPRAISAL	4,500	-	10,000	-	-	-
4611	CONTRACT SERVICES-LOW/MODERATE INC. HOUSING	21,206	1,268	60,000	-	-	-
4613	CONTRACT SERVICES-1ST TIME HOME BUYER	12,600	-	60,000	-	-	-
	<b>TOTAL CONTRACTUAL SERVICES</b>	<b>78,678</b>	<b>2,263</b>	<b>160,000</b>	-	-	-
<b>DEBT SERVICE:</b>							
5100	PRINCIPAL	272,500	-	287,250	-	-	-
5200	INTEREST	728,532	-	661,250	-	-	-
	<b>TOTAL DEBT SERVICE</b>	<b>1,001,032</b>	-	<b>948,500</b>	-	-	-
<b>TOTAL RDA LOW &amp; MODERATE INCOME HOUSING</b>		<b>2,171,633</b>	<b>606,349</b>	<b>2,476,780</b>	-	-	-

## Redevelopment Agency Debt Service

Acct #	RDA Debt Service-083 RDA Debt Service-8030	2010-2011 Actual (Audited)	2011-2012 Actual (Audited)	2012-2013 Adjusted Budget	2012-2013 Year End Estimate	2013-2014 Adopted Budget	2014-2015 Adopted Budget
<b>OPERATIONS &amp; MATERIALS:</b>							
4180	OPERATING TRANSFER OUT-RDA CAPITAL PROJECTS	780,213	443,557	952,510	-	-	-
4186	OPERATING TRANSFER OUT-RDA CAPITAL PROJECTS	46,037	-	470,000	-	-	-
4341	ERAF SHIFT	655,133	-	-	-	-	-
4410	PASS THRU-SAN BERNARDINO COUNTY	618,817	168,329	805,000	-	-	-
4412	PASS THRU-SAN BERNARDINO UNIFIED SCHOOL DIST.	666,407	266,009	725,000	-	-	-
4413	PASS THRU-REDLANDS UNIFIED SCHOOL DISTRICT	27,329	6,422	35,000	-	-	-
4414	PASS THRU-SAN BERNARDINO VALLEY MWD	625,531	288,900	715,000	-	-	-
4415	PASS THRU-SAN BERNARDINO CO. COMM. COLL. DIST.	113,678	38,183	125,000	-	-	-
4416	PASS THRU-SAN BERNARDINO CO. SUPERINTENDENT	13,265	4,094	20,000	-	-	-
4417	PASS THRU-COUNTY SERVICE AREA 70/SL-1	525	-	1,500	-	-	-
4418	PASS THRU-EAST VALLEY RESOURCE CONSERVATION	301	-	1,000	-	-	-
4419	PASS THRU-SAN BERNARDINO VALLEY WATER DIST.	301	-	1,000	-	-	-
4420	PASS THRU-FIRE DEPARTMENT	169,393	56,459	220,000	-	-	-
	<b>TOTAL OPERATIONS &amp; MATERIALS</b>	<b>3,716,929</b>	<b>1,271,952</b>	<b>4,071,010</b>	-	-	-
<b>CONTRACTUAL SERVICES:</b>							
4520	CONTRACT SERVICES-ATTORNEY	-	-	3,500	-	-	-
4554	CONTRACT SERVICES-CONSULTANT	11,713	13,250	25,000	-	-	-
4555	CONTRACT SERVICES-FINANCIAL ADVISOR	-	-	-	-	-	-
4700	CONTRACT SERVICES-BOND ISSUES	-	-	-	-	-	-
	<b>TOTAL CONTRACTUAL SERVICES</b>	<b>11,713</b>	<b>13,250</b>	<b>28,500</b>	-	-	-
<b>DEBT SERVICE:</b>							
5100	PRINCIPAL	857,500	1,170,000	927,750	-	-	-
5200	INTEREST	2,332,633	1,405,454	2,078,750	-	-	-
	<b>TOTAL DEBT SERVICE</b>	<b>3,190,133</b>	<b>2,575,454</b>	<b>3,006,500</b>	-	-	-
	<b>TOTAL RDA DEBT SERVICE</b>	<b>6,918,774</b>	<b>3,860,657</b>	<b>7,106,010</b>	-	-	-

## Redevelopment Agency Capital Projects

Acct #:	RDA Capital Projects-086 RDA Capital Projects-8060	2010-2011 Actual (Audited)	2011-2012 Actual (Audited)	2012-2013 Adjusted Budget	2012-2013 Year End Estimate	2013-2014 Adopted Budget	2014-2015 Adopted Budget
<b>CONTRACTUAL SERVICES:</b>							
4550	CONTRACT SERVICES-ENGINEERING	43,039	3,500	280,000	-	-	-
	<b>TOTAL CONTRACTUAL SERVICES</b>	<b>43,039</b>	<b>3,500</b>	<b>280,000</b>	-	-	-
<b>CAPITAL PROJECTS:</b>							
6530	STREET/SIDEWALK CONSTRUCTION	150	-	190,000	-	-	-
6811	RIGHT-OF-WAY ACQUISITION	2,848	-	-	-	-	-
	<b>TOTAL CAPITAL PROJECTS</b>	<b>2,998</b>	<b>-</b>	<b>190,000</b>	-	-	-
	<b>TOTAL RDA CAPITAL PROJECTS</b>	<b>46,037</b>	<b>3,500</b>	<b>470,000</b>	-	-	-

# SUCCESSOR AGENCY to the RDA-RPTTF

## **Introduction:**

The purpose of the Successor Agency to the Redevelopment Agency (SARDA) Revenue Property Tax Transfer Fund (RPTTF) is to account for the ROPS (Recognized Obligation Payment Schedule) payments received from the County. With the dissolution of RDAs, Successor Agencies must get their expenditure payments for each 6 month period approved by the Successor Agency (SA), the Oversight Board (OB) and then eventually by the Department of Finance (DOF). Once approved by the DOF, the funds remitted by the County are placed in this fund and are distributed to the Successor Agency Debt Service fund when used.

## **Full-Time Equivalent:**

There are no personnel directly charged to this fund.

## Successor Agency to the RDA RPTTF

Acct #	SARDA RPTTF-082 SARDA RPTTF-8020	2010-2011 Actual (Audited)	2011-2012 Actual (Audited)	2012-2013 Adjusted Budget	2012-2013 Year End Estimate	2013-2014 Adopted Budget	2014-2015 Adopted Budget
<b>OPERATIONS &amp; MATERIALS:</b>							
4101	OPERATING TRANSFER OUT-GENERAL FUND	-	-	-	-	-	-
4189	OPERATING TRANSFER OUT-SARDA DEBT SERVICE	-	-	-	2,991,600	4,220,595	4,220,610
	<b>TOTAL OPERATIONS &amp; MATERIALS</b>	-	-	-	2,991,600	4,220,595	4,220,610
	<b>TOTAL SARDA RPTTF</b>	-	-	-	2,991,600	4,220,595	4,220,610

# SUCCESSOR AGENCY to the RDA (SARDA)-BOND PROCEEDS

## Introduction:

The purpose of the Successor Agency to the Redevelopment Agency (SARDA) Bond Proceeds Fund is to expend the bond proceeds issued by the former RDA. The remaining bond proceeds are from the 2004A bond issue and the 2007 bond issue. It is estimated that these bond proceeds will be totally expended by the end of the current 5 year Capital Improvement Plan (CIP). Some of the projects funded by these bond proceeds that are included in the current 5 year CIP are:

Boulder Avenue Bridge over City Creek  
City Wide Sidewalk Repair  
Greenspot Road Bridge over Santa Ana River  
Cunningham/Hillview/Bruce Street/Crest Street Reconstruction  
5<sup>th</sup> Street/3<sup>rd</sup> Street/Palm Avenue Storm Drain  
5<sup>th</sup> Street (Victoria to Palm)  
Palm Avenue Historic District (Pacific to Main)  
Base Line Bridge over City Creek  
Victoria Avenue Storm Drain (6<sup>th</sup> Street to 9<sup>th</sup> Street)  
5<sup>th</sup> Street (Tippecanoe to Victoria Avenue)

## Full-Time Equivalents:

City Engineer/Public Works Director	0.300	
Assistant Public Works Director	0.200	Total FTE 0.500

## Successor Agency to the RDA (SARDA) Bond Proceeds

Acct #	SARDA Bond Proceeds-087 SARDA Bond Proceeds-8070	2010-2011 Actual (Audited)	2011-2012 Actual (Audited)	2012-2013 Adjusted Budget	2012-2013 Year End Estimate	2013-2014 Adopted Budget	2014-2015 Adopted Budget
<b>SALARIES &amp; WAGES:</b>							
3010	SALARIES	-	-	-	-	62,790	64,030
3040	OVERTIME	-	-	-	-	-	-
3050	COMPENSATORY TIME	-	-	-	-	-	-
3100	SICK LEAVE	-	-	-	-	-	-
3110	HOLIDAY	-	-	-	-	-	-
3120	VACATION	-	-	-	-	-	-
3125	MANAGEMENT LEAVE	-	-	-	-	-	-
	<b>TOTAL SALARIES &amp; WAGES</b>	-	-	-	-	<b>62,790</b>	<b>64,030</b>
<b>BENEFITS:</b>							
3510	CAFETERIA PLAN	-	-	-	-	6,000	6,300
3530	MEDICARE & SOCIAL SECURITY	-	-	-	-	910	930
3560	PERS-RETIREMENT	-	-	-	-	14,065	14,855
3590	LIFE INSURANCE	-	-	-	-	210	215
3600	AUTO ALLOWANCE	-	-	-	-	900	900
	<b>TOTAL BENEFITS</b>	-	-	-	-	<b>22,085</b>	<b>23,200</b>
<b>OPERATIONS &amp; MATERIALS:</b>							
4080	BUILDING SERVICES DEPARTMENT CHARGE	-	-	-	-	-	-
4198	CITY ADMINISTRATION	-	35,410	-	150,000	-	-
	<b>TOTAL OPERATIONS &amp; MATERIALS</b>	-	<b>35,410</b>	-	<b>150,000</b>	-	-
<b>CONTRACTUAL SERVICES:</b>							
4509	CONTRACT SERVICES-ARCHITECT	-	32,919	-	325,000	-	-
4520	CONTRACT SERVICES-ATTORNEY	-	-	-	-	-	-
4550	CONTRACT SERVICES-ENGINEERING	-	108,633	-	50,000	386,970	193,765
4554	CONTRACT SERVICES-CONSULTANT	-	-	-	-	-	-
4558	CONTRACT SERVICES-APPRAISAL	-	-	-	-	-	-
	<b>TOTAL CONTRACTUAL SERVICES</b>	-	<b>141,552</b>	-	<b>375,000</b>	<b>386,970</b>	<b>193,765</b>
<b>CAPITAL OUTLAY:</b>							
6010	LAND	-	-	-	-	-	-
6030	BUILDING	-	1,461,990	-	-	-	-
	<b>TOTAL CAPITAL OUTLAY</b>	-	<b>1,461,990</b>	-	-	-	-
<b>CAPITAL PROJECTS:</b>							
6530	STREET/SIDEWALK CONSTRUCTION	-	30,000	-	50,000	1,812,000	899,000
6533	STREET WIDENING PROJECTS	-	-	-	-	5,287,000	-
6545	SIDEWALK REPAIRS	-	-	-	-	681,000	92,000
6550	TRAFFIC IMPROVEMENTS	-	-	-	-	-	-
6600	STORM DRAIN IMPROVEMENTS	-	-	-	-	5,480,000	515,000
6811	RIGHT-OF-WAY ACQUISITION	-	-	-	-	16,000	114,000
6813	BRIDGE CONSTRUCTION	-	491,270	-	-	4,537,000	-
	<b>TOTAL CAPITAL PROJECTS</b>	-	<b>521,270</b>	-	<b>50,000</b>	<b>17,813,000</b>	<b>1,620,000</b>
<b>TOTAL SARDA BOND PROCEEDS</b>		-	<b>2,160,222</b>	-	<b>575,000</b>	<b>18,284,845</b>	<b>1,900,995</b>

# **SUCCESSOR AGENCY to the RDA (SARDA)-LOW & MODERATE INCOME HOUSING FUND**

## **Introduction:**

The purpose of the Successor Agency to the Redevelopment Agency (SARDA) Low & Moderate Income Housing Fund is to wind down the contracts associated with the former RDA Low & Moderate Income Housing Fund. The remaining contracts are for the Neighborhood Pride Grant (NPG) Program. This program offers income eligible residents, a \$25,000 loan to fix up their home. For every year they remain in the home, \$5,000 is deducted from the loan. It is estimated that this program will be fully completed by the end of fiscal year 2013-2014.

Also accounted for in this fund is the remaining \$3.2M in bond proceeds from 2007.

## **Full-Time Equivalent:**

There are no personnel directly charged to this fund.

## Successor Agency to the RDA Low & Moderate Income Housing

Acct #	SARDA Low & Moderate Income Housing-088 SARDA Low & Moderate Income Housing-8080	2010-2011 Actual (Audited)	2011-2012 Actual (Audited)	2012-2013 Adjusted Budget	2012-2013 Year End Estimate	2013-2014 Adopted Budget	2014-2015 Adopted Budget
<b>SALARIES &amp; WAGES:</b>							
3010	SALARIES	-	34,918	-	-	-	-
3040	OVERTIME	-	-	-	-	-	-
3050	COMPENSATORY TIME	-	1,691	-	-	-	-
3100	SICK LEAVE	-	2,916	-	-	-	-
3110	HOLIDAY	-	1,724	-	-	-	-
3120	VACATION	-	3,558	-	-	-	-
3125	MANAGEMENT LEAVE	-	-	-	-	-	-
	<b>TOTAL SALARIES &amp; WAGES</b>	-	<b>44,806</b>	-	-	-	-
<b>BENEFITS:</b>							
3510	CAFETERIA PLAN	-	-	-	-	-	-
3530	MEDICARE & SOCIAL SECURITY	-	648	-	-	-	-
3560	PERS-RETIREMENT	-	7,773	-	-	-	-
3580	DEFERRED COMPENSATION	-	-	-	-	-	-
3590	LIFE INSURANCE	-	96	-	-	-	-
3600	AUTO ALLOWANCE	-	-	-	-	-	-
3650	VACATION BUYBACK	-	-	-	-	-	-
3655	SICK LEAVE INCENTIVE	-	-	-	-	-	-
3660	ADMINISTRATIVE LEAVE BUYBACK	-	-	-	-	-	-
3665	COMPENSATORY TIME BUYBACK	-	-	-	-	-	-
	<b>TOTAL BENEFITS</b>	-	<b>8,516</b>	-	-	-	-
<b>OPERATIONS &amp; MATERIALS:</b>							
4080	BUILDING SERVICES DEPARTMENT CHARGE	-	-	-	-	-	-
4198	CITY ADMINISTRATION	-	5,552	-	10,360	-	-
4199	INSURANCE DEPARTMENT CHARGE	-	-	-	-	-	-
4200	OFFICE SUPPLIES	-	-	-	-	-	-
4210	POSTAGE	-	-	-	-	-	-
4250	SPECIAL DEPARTMENT SUPPLIES	-	-	-	-	-	-
4300	ADVERTISING	-	-	-	-	-	-
4330	TRAINING	-	-	-	-	-	-
4332	MILEAGE REIMBURSEMENT	-	-	-	-	-	-
4340	LONG TERM COVENANTS	-	-	-	-	-	-
4341	ERAFT SHIFT/AB 26	-	-	-	2,982,725	-	-
4349	GRANT PROGRAMS	-	44,576	-	75,000	26,955	-
	<b>TOTAL OPERATIONS &amp; MATERIALS</b>	-	<b>50,128</b>	-	<b>3,068,085</b>	<b>26,955</b>	-
<b>CONTRACTUAL SERVICES:</b>							
4510	CONTRACT SERVICES-AUDITOR	-	-	-	-	-	-
4520	CONTRACT SERVICES-ATTORNEY	-	52	-	-	-	-
4538	CONTRACT SERVICES-CODE ENFORCEMENT	-	-	-	-	-	-
4558	CONTRACT SERVICES-APPRAISAL	-	-	-	-	-	-
4611	CONTRACT SERVICES-LOW/MODERATE INC. HOUSING	-	-	-	-	-	-
4613	CONTRACT SERVICES-1ST TIME HOME BUYER	-	-	-	-	-	-
	<b>TOTAL CONTRACTUAL SERVICES</b>	-	<b>52</b>	-	-	-	-
<b>TOTAL SARDA LOW &amp; MODERATE INCOME HOUSING</b>							
		-	<b>103,503</b>	-	<b>3,068,085</b>	<b>26,955</b>	-

# SUCCESSOR AGENCY to the RDA (SARDA)-DEBT SERVICE FUND

## **Introduction:**

The purpose of the Successor Agency to the Redevelopment Agency (SARDA) Debt Service Fund is to account for the general long-term debt principal and interest. The former Redevelopment Agency has this debt service fund for payment of principal and interest on: 2004A Tax Allocation Bonds, 2004B Tax Allocation Refunding Bonds and 2007 Tax Allocation Bonds.

Also accounted for in this fund is the administration of City staff time to wind down the operations of the former RDA. The wind down of non-housing contracts associated with the former RDA is accounted for in this fund as well.

## **Full-Time Equivalent:**

There are no personnel directly charged to this fund.

## Successor Agency to the RDA (SARDA) Debt Service

Acct #	SARDA Debt Service-089 SARDA Debt Service-8090	2010-2011 Actual (Audited)	2011-2012 Actual (Audited)	2012-2013 Adjusted Budget	2012-2013 Year End Estimate	2013-2014 Adopted Budget	2014-2015 Adopted Budget
<b>OPERATIONS &amp; MATERIALS:</b>							
4101	OPERATING TRANSFER OUT-GENERAL FUND	-	-	-	1,953,040	-	-
4123	OPERATING TRANSFER OUT-GEN CAPITAL FINANCING	-	-	-	1,702,870	-	-
4180	OPERATING TRANSFER OUT-RDA CAPITAL PROJECTS	-	-	-	-	-	-
4186	OPERATING TRANSFER OUT-RDA CAPITAL PROJECTS	-	-	-	-	-	-
4198	CITY ADMINISTRATION	-	27,127	-	125,000	200,000	200,000
4210	POSTAGE	-	146	-	-	-	-
4248	EQUIPMENT RENTAL/LEASE	-	6,729	-	10,100	-	-
4330	TRAINING	-	585	-	590	500	500
4341	ERAFT SHIFT/AB 26	-	-	-	9,900,000	-	-
4349	GRANT PROGRAMS	-	107,290	-	34,350	-	-
	<b>TOTAL OPERATIONS &amp; MATERIALS</b>	-	<b>141,877</b>	-	<b>13,725,950</b>	<b>200,500</b>	<b>200,500</b>
<b>CONTRACTUAL SERVICES:</b>							
4507	CONTRACT SERVICES-CHAMBER OF COMMERCE	-	3,341	-	13,365	-	-
4510	CONTRACT SERVICES-AUDITOR	-	-	-	24,100	-	-
4520	CONTRACT SERVICES-ATTORNEY	-	10,043	-	50,000	49,500	49,500
4534	CONTRACT SERVICES-GIS	-	4,945	-	-	-	-
4554	CONTRACT SERVICES-CONSULTANT	-	5,750	-	6,360	25,000	25,000
4555	CONTRACT SERVICES-FINANCIAL ADVISOR	-	-	-	-	-	-
4700	CONTRACT SERVICES-BOND ISSUES	-	-	-	-	-	-
	<b>TOTAL CONTRACTUAL SERVICES</b>	-	<b>24,079</b>	-	<b>93,825</b>	<b>74,500</b>	<b>74,500</b>
<b>DEBT SERVICE:</b>							
5100	PRINCIPAL	-	-	-	1,215,000	1,265,000	1,320,000
5200	INTEREST	-	1,379,381	-	2,740,000	2,680,595	2,625,610
	<b>TOTAL DEBT SERVICE</b>	-	<b>1,379,381</b>	-	<b>3,955,000</b>	<b>3,945,595</b>	<b>3,945,610</b>
	<b>TOTAL SARDA DEBT SERVICE</b>	-	<b>1,545,337</b>	-	<b>17,774,775</b>	<b>4,220,595</b>	<b>4,220,610</b>

CITY OF HIGHLAND  
5-YEAR CAPITAL IMPROVEMENT PROGRAM  
(FY 2012/2013 THROUGH 2016/2017)

(IN THOUSANDS OF DOLLARS)								
PROJECT DESCRIPTION	Prior	2012/ 2013	2013/ 2014	2014/ 2015	2015/ 2016	2016/ 2017	FUNDING SOURCE	FUNDING AMOUNT
<b>OPERATING BUDGET</b>								
	\$0	\$1,400	\$1,400	\$1,400	\$1,400	\$1,400	Gas	\$7,000
	\$0	\$45	\$45	\$45	\$45	\$45	AQMD AB2766	\$225
<b>OPERATING BUDGET TOTAL</b>	<b>\$1,445</b>	<b>\$1,445</b>	<b>\$1,445</b>	<b>\$1,445</b>	<b>\$1,445</b>	<b>\$1,445</b>		<b>\$7,225</b>
<b>STUDIES AND TECHNOLOGY</b>								
<b>1 Victoria Avenue Interchange Project Approval/Environmental Document</b>								
	\$0	\$200	\$800	\$0	\$0	\$0	IGG Grant	\$1,000
<b>2 Geographic Information System Implementation</b>								
	\$0	\$60	\$60	\$60	\$60	\$60	GCF	\$300
<b>STUDIES AND TECHNOLOGY TOTAL</b>	<b>\$0</b>	<b>\$260</b>	<b>\$860</b>	<b>\$60</b>	<b>\$60</b>	<b>\$60</b>		<b>\$1,300</b>
<b>DRAINAGE IMPROVEMENT PROJECTS</b>								
<b>1 Highland Avenue Storm Drain Extension (Amber to Gala)-sdr10001-</b>								
design	\$6	\$0	\$25	\$2	\$0	\$0	RDA-2007	\$312
construction	\$0	\$0	\$0	\$250	\$0	\$0		\$0
construction engineering	\$0	\$0	\$0	\$35	\$0	\$0		\$0
right-of-way	\$0	\$0	\$0	\$0	\$0	\$0		\$0
<b>PROJECT TOTALS</b>	<b>\$6</b>	<b>\$0</b>	<b>\$25</b>	<b>\$287</b>	<b>\$0</b>	<b>\$0</b>		<b>\$312</b>
<b>2 Sterling Avenue Storm Drain Extension (Warm Creek to Pacific Street)-sdr10001-</b>								
design	\$42	\$2	\$0	\$0	\$0	\$0	RDA-2004	\$1,413
construction	\$0	\$0	\$1,224	\$0	\$0	\$0		\$0
construction engineering	\$0	\$3	\$184	\$0	\$0	\$0		\$0
right-of-way	\$0	\$0	\$0	\$0	\$0	\$0		\$0
<b>PROJECT TOTALS</b>	<b>\$42</b>	<b>\$5</b>	<b>\$1,408</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>		<b>\$1,413</b>
<b>3 3rd Street/5th Street/Palm Avenue Storm Drain-str07002</b>								
design	\$0	\$0	\$0	\$0	\$0	\$0	RDA-2007	\$3,722
construction	\$0	\$0	\$3,236	\$0	\$0	\$0		\$0
construction engineering	\$0	\$0	\$486	\$0	\$0	\$0		\$0
<b>PROJECT TOTALS</b>	<b>\$0</b>	<b>\$0</b>	<b>\$3,722</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>		<b>\$3,722</b>
<b>4 Bledsoe Creek Storm Drain Repairs</b>								
design	\$0	\$0	\$0	\$0	\$0	\$0	INS	\$218
construction	\$0	\$0	\$190	\$0	\$0	\$0		\$0
construction engineering	\$0	\$0	\$28	\$0	\$0	\$0		\$0
<b>PROJECT TOTALS</b>	<b>\$0</b>	<b>\$0</b>	<b>\$218</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>		<b>\$218</b>
<b>5 Elder Creek HOA Basin Access Road Repairs</b>								
design	\$0	\$0	\$0	\$0	\$0	\$0	INS	\$65
construction	\$0	\$0	\$57	\$0	\$0	\$0		\$0
construction engineering	\$0	\$0	\$8	\$0	\$0	\$0		\$0
<b>PROJECT TOTALS</b>	<b>\$0</b>	<b>\$0</b>	<b>\$65</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>		<b>\$65</b>
<b>6 2010 Storm Repairs (Emergency Opening)</b>								
design	\$0	\$0	\$0	\$0	\$0	\$0	FHWA-EO Grant	\$388
construction	\$0	\$0	\$338	\$0	\$0	\$0		\$0
construction engineering	\$0	\$0	\$50	\$0	\$0	\$0		\$0
<b>PROJECT TOTALS</b>	<b>\$0</b>	<b>\$0</b>	<b>\$388</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>		<b>\$388</b>

CITY OF HIGHLAND  
5-YEAR CAPITAL IMPROVEMENT PROGRAM  
(FY 2012/2013 THROUGH 2016/2017)

(IN THOUSANDS OF DOLLARS)								
PROJECT DESCRIPTION	Prior	2012/ 2013	2013/ 2014	2014/ 2015	2015/ 2016	2016/ 2017	FUNDING SOURCE	FUNDING AMOUNT
<b>7 2010 Storm Repairs (Permanent Restoration)</b>								
design	\$0	\$0	\$30	\$0	\$0	\$0	FHWA-PR Grant	\$369
construction	\$0	\$0	\$300	\$0	\$0	\$0		\$0
construction engineering	\$0	\$0	\$39	\$0	\$0	\$0		\$0
<b>PROJECT TOTALS</b>	<b>\$0</b>	<b>\$0</b>	<b>\$369</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>		<b>\$369</b>
<b>8 Highland Avenue Debris Wall - sk-high-001-2</b>								
design	\$0	\$0	\$58	\$0	\$0	\$0	FHWA-ER Grant	\$671
construction	\$0	\$0	\$537	\$0	\$0	\$0		\$0
construction engineering	\$0	\$0	\$76	\$0	\$0	\$0		\$0
<b>PROJECT TOTALS</b>	<b>\$0</b>	<b>\$0</b>	<b>\$671</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>		<b>\$671</b>
<b>9 Victoria Avenue Storm Drain (6th Street to 9th Street)</b>								
design	\$0	\$0	\$0	\$0	\$0	\$0	RDA-2007	\$350
construction	\$0	\$0	\$304	\$0	\$0	\$0		\$0
construction engineering	\$0	\$0	\$46	\$0	\$0	\$0		\$0
<b>PROJECT TOTALS</b>	<b>\$0</b>	<b>\$0</b>	<b>\$350</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>		<b>\$350</b>
<b>10 City Creek crossing at Alabama Street</b>								
design	\$0	\$0	\$0	\$0	\$0	\$0	RDA-2004	\$1,000
construction	\$0	\$0	\$1,000	\$0	\$0	\$0		\$0
construction engineering	\$0	\$0	\$0	\$0	\$0	\$0		\$0
<b>PROJECT TOTALS</b>	<b>\$0</b>	<b>\$0</b>	<b>\$1,000</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>		<b>\$1,000</b>
<b>11 Carriage Hills Storm Drain-sdr06001-</b>								
design	\$9	\$0	\$0	\$11	\$0	\$0	RDA-2004	\$241
construction	\$0	\$0	\$0	\$200	\$0	\$0		\$0
construction engineering	\$0	\$0	\$0	\$30	\$0	\$0		\$0
<b>PROJECT TOTALS</b>	<b>\$9</b>	<b>\$0</b>	<b>\$0</b>	<b>\$241</b>	<b>\$0</b>	<b>\$0</b>		<b>\$241</b>
<b>12 Warm Creek/Sand Creek Confluence</b>								
design	\$0	\$0	\$0	\$0	\$240	\$0	SBCFCD	\$2,400
construction	\$0	\$0	\$0	\$0	\$1,878	\$0		\$0
construction engineering	\$0	\$0	\$0	\$0	\$282	\$0		\$0
<b>PROJECT TOTALS</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$2,400</b>	<b>\$0</b>		<b>\$2,400</b>
<b>13 Elder Creek/Plunge Creek Confluence</b>								
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
<b>PROJECT TOTALS</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$4,500</b>		<b>\$4,500</b>
<b>14 Sycamore Storm Drain (East of Streater Dr)- str06002</b>								
design	\$69	\$0	\$0	\$0	\$0	\$2	RDA-2007	\$587
construction	\$0	\$0	\$0	\$0	\$0	\$509		\$0
construction engineering	\$0	\$0	\$0	\$0	\$0	\$76		\$0
<b>PROJECT TOTALS</b>	<b>\$69</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$587</b>		<b>\$587</b>
<b>DRAINAGE IMPROVEMENT PROJECTS TOTAL</b>	<b>\$126</b>	<b>\$5</b>	<b>\$8,216</b>	<b>\$528</b>	<b>\$2,400</b>	<b>\$5,087</b>		<b>\$16,236</b>

CITY OF HIGHLAND  
5-YEAR CAPITAL IMPROVEMENT PROGRAM  
(FY 2012/2013 THROUGH 2016/2017)

(IN THOUSANDS OF DOLLARS)								
PROJECT DESCRIPTION	Prior	2012/ 2013	2013/ 2014	2014/ 2015	2015/ 2016	2016/ 2017	FUNDING SOURCE	FUNDING AMOUNT
<b>PAVEMENT REHABILITATION AND CAPITAL MAINTENANCE PROJECTS</b>								
<b>1 Weaver/Church St/Water/Base Line/Highland Ave Pavement Rehabilitation</b>								
design	\$0	\$0	\$0	\$0	\$0	\$0	Msr I-Local	\$46
environmental	\$0	\$0	\$0	\$0	\$0	\$0	Prop 1B	\$776
construction	\$0	\$1,635	\$0	\$0	\$0	\$0	RAC Grant	\$250
construction engineering	\$0	\$245	\$0	\$0	\$0	\$0	In Lieu Dev	\$65
right-of-way	\$0	\$0	\$0	\$0	\$0	\$0	SANBAG Local Stimulus	\$743
<b>PROJECT TOTALS</b>	<b>\$0</b>	<b>\$1,880</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>		<b>\$1,880</b>
<b>2 Joint Pavement Rehabilitation with EVWD</b>								
	0	0	50	50	50	50	Msr I-Old	200
	\$0	\$0	\$50	\$50	\$50	\$50	\$200	\$200
<b>3 City-Wide Overlay</b>								
	0	0	0	500	0	1000	Msr I- Loc	1500
	0	0	0	440	0	0	Msr I-Old	440
<b>PROJECT TOTALS</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$940</b>	<b>\$0</b>	<b>\$1,000</b>		<b>\$1,940</b>
<b>4 CDBG Area Pavement Rehabilitation</b>								
	0	0	0	565	0	350	CDBG	915
	0	0	0	163	0	140	Msr I-Old	303
<b>PROJECT TOTALS</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$728</b>	<b>\$0</b>	<b>\$490</b>		<b>\$1,218</b>
<b>5 City-Wide Slurry Seal</b>								
	\$0	\$0	\$0	\$340	\$0	\$340	Msr I-Local	680
	\$0	\$0	\$0	\$340	\$0	\$340		\$680
<b>6 City-Wide Crack Seal</b>								
	\$0	\$0	\$0	\$80	\$0	\$80	Msr I-Old	160
	\$0	\$0	\$0	\$80	\$0	\$80	\$160	\$160
<b>7 Base Line Pavement Rehabilitation (Osburn St to 350' w/o Victoria Ave)-ola09004-</b>								
design	\$0	\$0	\$0	\$114	\$0	\$0	Msr I-Old	\$1,421
construction	\$0	\$0	\$0	\$0	\$1,136	\$0		\$0
construction engineering	\$0	\$0	\$0	\$0	\$171	\$0		\$0
<b>PROJECT TOTALS</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$114</b>	<b>\$1,307</b>	<b>\$0</b>		<b>\$1,421</b>
<b>8 Base Line Pavement Rehabilitation (350' w/o Victoria Ave to Cole Ave)</b>								
design	\$0	\$0	\$0	\$0	\$100	\$0	Msr I-Old	\$1,050
construction	\$0	\$0	\$0	\$0	\$793	\$0		
construction engineering	\$0	\$0	\$0	\$0	\$157	\$0		
<b>PROJECT TOTALS</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$1,050</b>	<b>\$0</b>		<b>\$1,050</b>
<b>9 Pacific Street Pavement Rehabilitation (Victoria Ave to Church Ave)</b>								
design	\$0	\$0	\$0	\$0	\$64	\$0	Msr I-Local	\$800
construction	\$0	\$0	\$0	\$0	\$640	\$0		
construction engineering	\$0	\$0	\$0	\$0	\$96	\$0		
<b>PROJECT TOTALS</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$800</b>	<b>\$0</b>		<b>\$800</b>
<b>10 Greenspot Road Pavement Rehabilitation (Boulder Ave to Park View Ln)</b>								
design	\$0	\$0	\$0	\$0	\$0	\$40	Msr I-Local	\$500
construction	\$0	\$0	\$0	\$0	\$0	\$400		\$0
construction engineering	\$0	\$0	\$0	\$0	\$0	\$60		\$0
<b>PROJECT TOTALS</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$500</b>		<b>\$500</b>
<b>11 Greenspot Road Pavement Rehabilitation (Aplin St to Cone Camp Rd)</b>								
design	\$0	\$0	\$0	\$0	\$0	\$40	Msr I-Local	\$500
construction	\$0	\$0	\$0	\$0	\$0	\$400		\$0
construction engineering	\$0	\$0	\$0	\$0	\$0	\$60		\$0
<b>PROJECT TOTALS</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$500</b>		<b>\$500</b>

CITY OF HIGHLAND  
5-YEAR CAPITAL IMPROVEMENT PROGRAM  
(FY 2012/2013 THROUGH 2016/2017)

(IN THOUSANDS OF DOLLARS)								
PROJECT DESCRIPTION	Prior	2012/ 2013	2013/ 2014	2014/ 2015	2015/ 2016	2016/ 2017	FUNDING SOURCE	FUNDING AMOUNT
<b>12 Highland Avenue Pavement Rehabilitation (Surrey to Church St)</b>								
design	\$0	\$0	\$0	\$0	\$0	\$71	Msr I-Old	\$883
construction	\$0	\$0	\$0	\$0	\$0	\$706		\$0
construction engineering	\$0	\$0	\$0	\$0	\$0	\$106		\$0
<b>PROJECT TOTALS</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$883</b>		<b>\$883</b>
<b>PAVEMENT REHABILITATION AND CAPITAL MAINTENANCE PROJECTS TOTAL</b>	<b>\$0</b>	<b>\$1,880</b>	<b>\$50</b>	<b>\$2,252</b>	<b>\$3,207</b>	<b>\$3,843</b>		<b>\$11,232</b>
<b>BRIDGE PROJECTS</b>								
<b>1 Boulder Bridge @ City Creek-brg04004</b>								
environmental	\$1,650	\$0	\$0	\$0	\$0	\$0	RDA 2007	\$1,793
design	\$986	\$0	\$0	\$0	\$0	\$0	HBP Grant	\$6,288
construction	\$1,887	\$9,329	\$0	\$0	\$0	\$0	PNRS Grant	\$1,849
construction engineering	\$211	\$1,733	\$0	\$0	\$0	\$0	Sec 115 Grant	\$1,000
right-of-way	\$0	\$0	\$0	\$0	\$0	\$0	DIF-Reg	\$130
<b>PROJECT TOTALS</b>	<b>\$4,734</b>	<b>\$11,062</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$11,062</b>	<b>\$11,060</b>
<b>2 Greenspot Road Bridge @ Santa Ana River-brg04005-</b>								
environmental	\$2,299	\$0	\$0	\$0	\$0	\$0	RDA-2007	\$1,312
design	\$894	\$46	\$0	\$0	\$0	\$0	SLPP Grant	\$1,000
construction	\$0	\$0	\$9,803	\$0	\$0	\$0	HBP Grant	\$7,299
construction engineering	\$0	\$0	\$1,432	\$0	\$0	\$0	DIF-Reg	\$1,000
right-of-way	\$198	\$0	\$0	\$0	\$0	\$0	TE Grant	\$670
<b>PROJECT TOTALS</b>	<b>\$3,391</b>	<b>\$46</b>	<b>\$11,235</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>		<b>\$11,281</b>
<b>3 Base Line Bridge @ City Creek-brg07001-</b>								
environmental	\$0	\$0	\$0	\$0	\$0	\$0	RDA-2007	\$1,875
design	\$741	\$0	\$1,322	\$0	\$0	\$0	HBP Grant	\$20,194
construction	\$0	\$0	\$0	\$0	\$17,605	\$0		
construction engineering	\$0	\$0	\$0	\$0	\$2,641	\$0		
right-of-way	\$0	\$0	\$0	\$501	\$0	\$0		
<b>PROJECT TOTALS</b>	<b>\$741</b>	<b>\$0</b>	<b>\$1,322</b>	<b>\$501</b>	<b>\$20,246</b>	<b>\$0</b>		<b>\$22,069</b>
<b>BRIDGE PROJECTS TOTAL</b>	<b>\$8,866</b>	<b>\$11,108</b>	<b>\$12,557</b>	<b>\$500</b>	<b>\$20,246</b>	<b>\$0</b>		<b>\$44,410</b>
<b>INTERCHANGE PROJECTS</b>								
<b>1 SR 210/Base Line Interchange (includes widening from Church Ave to Seine Ave)</b>								
environmental	\$0	\$0	\$1,038	\$0	\$0	\$0	GCF	\$5,406
design	\$0	\$0	\$0	\$1,232	\$200	\$0	SANBAG Msr I-VFI	\$8,884
construction	\$0	\$0	\$0	\$0	\$0	\$10,711	DIF-Reg	\$1,000
construction engineering	\$0	\$0	\$0	\$0	\$0	\$1,890		
right-of-way	\$0	\$0	\$0	\$219	\$0	\$0		
<b>PROJECT TOTALS</b>	<b>\$0</b>	<b>\$0</b>	<b>\$1,038</b>	<b>\$1,451</b>	<b>\$200</b>	<b>\$12,601</b>	<b>\$15,290</b>	<b>\$15,290</b>

CITY OF HIGHLAND  
5-YEAR CAPITAL IMPROVEMENT PROGRAM  
(FY 2012/2013 THROUGH 2016/2017)

(IN THOUSANDS OF DOLLARS)								
PROJECT DESCRIPTION	Prior	2012/ 2013	2013/ 2014	2014/ 2015	2015/ 2016	2016/ 2017	FUNDING SOURCE	FUNDING AMOUNT
<b>2 SR 210/5th Street Interchange</b>								
design	\$0	\$0	\$0	\$0	\$0	\$177	IVDA Agmt	\$2,208
construction	\$0	\$0	\$0	\$0	\$0	\$1,766		
construction engineering	\$0	\$0	\$0	\$0	\$0	\$265		
PROJECT TOTALS	\$0	\$0	\$0	\$0	\$0	\$2,208	\$2,208	\$2,208
<b>INTERCHANGE PROJECTS TOTAL</b>	<b>\$0</b>	<b>\$0</b>	<b>\$1,038</b>	<b>\$1,451</b>	<b>\$200</b>	<b>\$14,809</b>		<b>\$17,498</b>
<b>STREET WIDENING AND SIDEWALK PROJECTS</b>								
<b>1 City-Wide Sidewalk (new and repair)</b>								
design	\$0	\$9	\$80	\$0	\$0	\$0	RDA-2004	\$813
construction	\$0	\$90	\$801	\$0	\$0	\$0	INS	\$150
construction engineering	\$0	\$13	\$120	\$0	\$0	\$0	GCF	\$150
PROJECT TOTALS	\$0	\$112	\$1,001	\$0	\$0	\$0		\$1,113
<b>2 Base Line Town Center Beautification and Pavement Rehabilitation (Cole Ave to SR 210)-str07003-</b>								
design	\$95	\$0	\$0	\$0	\$0	\$0	GCF	\$1,146
environmental	\$8	\$0	\$0	\$0	\$0	\$0	HSIP Grant	\$300
construction	\$0	\$2,474	\$0	\$0	\$0	\$0	TE Grant	\$650
construction engineering	\$0	\$371	\$0	\$0	\$0	\$0	Msr I-Old	\$632
							Traf Safety	\$117
PROJECT TOTALS	\$103	\$2,845	\$0	\$0	\$0	\$0		\$2,845
<b>3 Cunningham/Hillview/Bruce/Crest Street Neighborhood-str07009-</b>								
design	\$0	\$0	\$5	\$0	\$0	\$0	RDA-2004	\$1,089
construction	\$0	\$0	\$968	\$0	\$0	\$0	EVWD	\$55
construction engineering	\$0	\$0	\$171	\$0	\$0	\$0		
PROJECT TOTALS	\$0	\$0	\$1,144	\$0	\$0	\$0		\$1,144
<b>4 McKinley Street Sidewalk (9th St to Base Line) and Base Line Crosswalk at Valaria Dr</b>								
design	\$0	\$76	\$0	\$0	\$0	\$0	SRTS Grant	\$678
construction	\$0	\$0	\$590	\$0	\$0	\$0	RDA 2004	\$76
construction engineering	\$0	\$0	\$88	\$0	\$0	\$0		
PROJECT TOTALS	\$0	\$76	\$678	\$0	\$0	\$0		\$754
<b>5 9th Street Sidewalk (Cunningham St to Palm Ave)</b>								
environmental	\$0	\$5	\$0	\$0	\$0	\$0	SRTS Grant	\$511
design	\$0	\$41	\$0	\$0	\$0	\$0	RDA 2004	\$62
construction	\$0	\$0	\$458	\$0	\$0	\$0		
construction engineering	\$0	\$0	\$69	\$0	\$0	\$0		
PROJECT TOTALS	\$0	\$46	\$527	\$0	\$0	\$0		\$573
<b>6 Greenspot Road Widening (Boulder Ave to SR 210)-str07004-</b>								
design	\$0	\$0	\$5	\$0	\$0	\$0	RDA-2007	\$3,888
environmental	\$0	\$0	\$0	\$0	\$0	\$0	SLPP Grant	\$1,577
construction	\$0	\$0	\$5,982	\$0	\$0	\$0	DIF-Reg	\$1,577
construction engineering	\$0	\$0	\$1,055	\$0	\$0	\$0		
right-of-way	\$0	\$0	\$0	\$0	\$0	\$0		
PROJECT TOTALS	\$0	\$0	\$7,042	\$0	\$0	\$0		\$7,042
<b>7 Olive Street Improvement (Base Line to 14th St)-str09003-</b>								
design	\$54	\$0	\$0	\$0	\$0	\$0	CDBG	\$171
construction	\$0	\$0	\$331	\$0	\$0	\$0	Msr I-Old	\$219
construction engineering	\$0	\$0	\$59	\$0	\$0	\$0		
PROJECT TOTALS	\$54	\$0	\$390	\$0	\$0	\$0		\$390

CITY OF HIGHLAND  
5-YEAR CAPITAL IMPROVEMENT PROGRAM  
(FY 2012/2013 THROUGH 2016/2017)

(IN THOUSANDS OF DOLLARS)								
PROJECT DESCRIPTION	Prior	2012/ 2013	2013/ 2014	2014/ 2015	2015/ 2016	2016/ 2017	FUNDING SOURCE	FUNDING AMOUNT
<b>8 5th Street Widening (Victoria Ave to Palm Ave)-Phase 1-str07002-</b>								
design	\$0	\$0	\$125	\$0	\$0	\$0	RDA 2007	\$1,449
							SLPP Grant	\$1,000
construction	\$0	\$0	\$3,191	\$0	\$0	\$0	DIF Reg	\$1,000
construction engineering	\$0	\$0	\$479	\$0	\$0	\$0	ART III grant	\$136
							IGG Grant	\$210
PROJECT TOTALS	\$0	\$0	\$3,795	\$0	\$0	\$0		\$3,795
<b>9 Church Street Sidewalk (N/O Water Street to S/O Glenheather Drive)</b>								
design	\$0	\$0	\$14	\$0	\$0	\$0	RDA 2004	\$20
construction	\$0	\$0	\$104	\$0	\$0	\$0	ART III Grant	\$114
construction engineering	\$0	\$0	\$16	\$0	\$0	\$0		
PROJECT TOTALS	\$0	\$0	\$134	\$0	\$0	\$0		\$134
<b>10 City-Wide ADA Improvements at 14 Bus Stops</b>								
design	\$0	\$0	\$9	\$0	\$0	\$0	RDA 2004	\$9
construction	\$0	\$0	\$69	\$0	\$0	\$0	ART III Grant	\$79
construction engineering	\$0	\$0	\$10	\$0	\$0	\$0		
PROJECT TOTALS	\$0	\$0	\$88	\$0	\$0	\$0		\$88
<b>11 Palm Avenue Sidewalk (east side between 5th St and City Creek)</b>								
design	\$0	\$0	\$9	\$0	\$0	\$0	RDA 2004	\$10
construction	\$0	\$0	\$72	\$0	\$0	\$0	ART III Grant	\$82
construction engineering	\$0	\$0	\$11	\$0	\$0	\$0		
right-of-way	\$0	\$0	\$0	\$0	\$0	\$0		\$0
PROJECT TOTALS	\$0	\$0	\$92	\$0	\$0	\$0		\$92
<b>12 Base Line Safety Improvements and Pavement Rehabilitation (SR 210 to Boulder)-STR08002-</b>								
design	\$101	\$0	\$0	\$0	\$0	\$0	HSIP Grant	\$683
construction	\$0	\$0	\$1,079	\$0	\$0	\$0	RDA-2004	\$593
construction engineering	\$0	\$0	\$162	\$0	\$0	\$0		
right-of-way	\$0	\$0	\$35	\$0	\$0	\$0		
PROJECT TOTALS	\$101	\$0	\$1,276	\$0	\$0	\$0	\$1,276	\$1,276
<b>13 9th Street Safety Improvement and Pavement Rehabilitation (Del Rosa Dr to Palm Ave)</b>								
design	\$0	\$0	\$100	\$0	\$0	\$0	Msr I-Local	\$850
construction	\$0	\$0	\$1,078	\$0	\$0	\$0	HSIP Grant	\$490
construction engineering	\$0	\$0	\$162	\$0	\$0	\$0		
PROJECT TOTALS	\$0	\$0	\$1,340	\$0	\$0	\$0		\$1,340
<b>14 Palm Avenue Improvement(3rd St to 5th St)</b>								
design	\$0	\$0	\$5	\$0	\$0	\$0	IVDA Agmt	\$630
construction	\$0	\$0	\$543	\$0	\$0	\$0		
construction engineering	\$0	\$0	\$82	\$0	\$0	\$0		
PROJECT TOTALS	\$0	\$0	\$630	\$0	\$0	\$0		\$630
<b>15 Greenspot Road Bikeway (Tippecanoe Ave to East City Limits) and Kiosk</b>								
design	\$0	\$0	\$75	\$0	\$0	\$0	Msr I-Old	\$75
construction	\$0	\$0	\$589	\$0	\$0	\$0	BTA Grant	\$677
construction engineering	\$0	\$0	\$88	\$0	\$0	\$0		
PROJECT TOTALS	\$0	\$0	\$752	\$0	\$0	\$0		\$752
<b>16 East Highland Ranch Bikeways and Lighted Crosswalks</b>								
design	\$0	\$0	\$0	\$0	\$0	\$0	Traf Safety	\$53
construction	\$0	\$262	\$0	\$0	\$0	\$0	SR2S Grant	\$248
construction engineering	\$0	\$39	\$0	\$0	\$0	\$0		
PROJECT TOTALS	\$0	\$301	\$0	\$0	\$0	\$0		\$301

CITY OF HIGHLAND  
5-YEAR CAPITAL IMPROVEMENT PROGRAM  
(FY 2012/2013 THROUGH 2016/2017)

(IN THOUSANDS OF DOLLARS)									
PROJECT DESCRIPTION	Prior	2012/ 2013	2013/ 2014	2014/ 2015	2015/ 2016	2016/ 2017	FUNDING SOURCE	FUNDING AMOUNT	
<b>17 East Highland Village Street Improvements (Old Greenspot Rd and Merris St)-str06002-</b>									
design	\$0	\$0	\$0	\$2	\$0	\$0	Msr I-Old	\$288	
construction	\$0	\$0	\$0	\$243	\$0	\$0		\$0	
construction engineering	\$0	\$0	\$0	\$43	\$0	\$0		\$0	
<b>PROJECT TOTALS</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$288</b>	<b>\$0</b>	<b>\$0</b>		<b>\$288</b>	
<b>18 6th Street (Del Rosa Dr to Sterling Ave) and Elm St (6th to 9th) Sidewalk Improvements</b>									
design	\$0	\$0	\$0	\$40	\$0	\$0	SR2S Grant	\$450	
construction	\$0	\$0	\$0	\$400	\$0	\$0	RDA 2004	\$50	
construction engineering	\$0	\$0	\$0	\$60	\$0	\$0		\$0	
<b>PROJECT TOTALS</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$500</b>	<b>\$0</b>	<b>\$0</b>		<b>\$500</b>	
<b>19 10th/Drummond/Cole/14th Street Sidewalk Improvements</b>									
design	\$0	\$0	\$0	\$40	\$0	\$0	SR2S Grant	\$449	
construction	\$0	\$0	\$0	\$399	\$0	\$0	RDA 2004	\$50	
construction engineering	\$0	\$0	\$0	\$60	\$0	\$0		\$0	
<b>PROJECT TOTALS</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$499</b>	<b>\$0</b>	<b>\$0</b>		<b>\$499</b>	
<b>20 Traffic Safety Device Improvements</b>									
design	\$0	\$0	\$0	\$16	\$0	\$0	Traf Safety	\$200	
construction	\$0	\$0	\$0	\$160	\$0	\$0		\$0	
construction engineering	\$0	\$0	\$0	\$24	\$0	\$0		\$0	
<b>PROJECT TOTALS</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$200</b>	<b>\$0</b>	<b>\$0</b>		<b>\$200</b>	
<b>21 Palm Avenue Improvements (Historic District)</b>									
design	\$0	\$0	\$0	\$79	\$0	\$0	RDA-2007	\$1,035	
construction	\$0	\$0	\$0	\$782	\$0	\$0		\$0	
construction engineering	\$0	\$0	\$0	\$117	\$0	\$0		\$0	
right-of-way	\$0	\$0	\$0	\$57	\$0	\$0		\$0	
<b>TOTALS</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$1,035</b>	<b>\$0</b>	<b>\$0</b>		<b>\$1,035</b>	
<b>22 Reflectivity Sign Replacement Project</b>									
design	\$0	\$0	\$0	\$0	\$0	\$0	Traf Safety	\$53	
environmental	\$0	\$0	\$0	\$0	\$0	\$0		\$0	
construction	\$0	\$0	\$0	\$53	\$0	\$0		\$0	
construction engineering	\$0	\$0	\$0	\$0	\$0	\$0		\$0	
right-of-way	\$0	\$0	\$0	\$0	\$0	\$0		\$0	
<b>PROJECT TOTALS</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$53</b>	<b>\$0</b>	<b>\$0</b>		<b>\$53</b>	
<b>23 5th Street Improvement (Victoria Ave to Palm Ave)-Phase 2-str07002-</b>									
design	\$0	\$0	\$0	\$0	\$15	\$0	RDA 2007	\$2,920	
construction	\$0	\$0	\$0	\$0	\$2,526	\$0		\$0	
construction engineering	\$0	\$0	\$0	\$0	\$379	\$0		\$0	
<b>PROJECT TOTALS</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$2,920</b>	<b>\$0</b>		<b>\$2,920</b>	
<b>24 5th Street Widening (Tippecanoe Ave to Victoria Ave)</b>									
design	\$0	\$0	\$0	\$0	\$50	\$0	RDA 2007	\$3,289	
environmental	\$0	\$0	\$0	\$0	\$0	\$0		\$0	
construction	\$0	\$0	\$0	\$0	\$2,817	\$0		\$0	
construction engineering	\$0	\$0	\$0	\$0	\$422	\$0		\$0	
right-of-way	\$0	\$0	\$0	\$0	\$0	\$0		\$0	
<b>PROJECT TOTALS</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$3,289</b>	<b>\$0</b>		<b>\$3,289</b>	
<b>25 3rd Street Widening and Extension (Palm Ave to 5th St)</b>									
design	\$0	\$0	\$0	\$0	\$171	\$0	IVDA Agmt	\$2,141	
construction	\$0	\$0	\$0	\$0	\$1,713	\$0		\$0	
construction engineering	\$0	\$0	\$0	\$0	\$257	\$0		\$0	
<b>PROJECT TOTALS</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$2,141</b>	<b>\$0</b>		<b>\$2,141</b>	

CITY OF HIGHLAND  
5-YEAR CAPITAL IMPROVEMENT PROGRAM  
(FY 2012/2013 THROUGH 2016/2017)

(IN THOUSANDS OF DOLLARS)								
PROJECT DESCRIPTION	Prior	2012/ 2013	2013/ 2014	2014/ 2015	2015/ 2016	2016/ 2017	FUNDING SOURCE	FUNDING AMOUNT
<b>26 3rd Street and Drainage improvements (Victoria Ave to Palm Ave)</b>								
design	\$0	\$0	\$0	\$186	\$0	\$0	IVDA Agmt	\$1,621
environmental	\$0	\$0	\$0	\$0	\$0	\$0	RDA 2004	\$244
construction	\$0	\$0	\$0	\$0	\$1,460	\$0		
construction engineering	\$0	\$0	\$0	\$0	\$219	\$0		
right-of-way	\$0	\$0	\$0	\$0	\$0	\$0		
<b>PROJECT TOTALS</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$186</b>	<b>\$1,679</b>	<b>\$0</b>		<b>\$1,865</b>
<b>27 Street Maintenance District Projects</b>								
design	\$0	\$0	\$0	\$0	\$0	\$0	St Maint Dist	\$15
environmental	\$0	\$0	\$0	\$0	\$0	\$0		
construction	\$0	\$0	\$0	\$0	\$15	\$0		
construction engineering	\$0	\$0	\$0	\$0	\$0	\$0		
right-of-way	\$0	\$0	\$0	\$0	\$0	\$0		
<b>PROJECT TOTALS</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$15</b>	<b>\$0</b>		<b>\$15</b>
<b>28 Church Street Improvements (Merris St to Old Greenspot Rd)-str06002-</b>								
design	\$10	\$0	\$0	\$0	\$0	\$2	Msr I-Old	\$65
construction	\$0	\$0	\$0	\$0	\$0	\$54		\$0
construction engineering	\$0	\$0	\$0	\$0	\$0	\$9		\$0
<b>PROJECT TOTALS</b>	<b>\$10</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$65</b>		<b>\$65</b>
<b>29 Victoria Avenue Widening (3rd St to 6th St)</b>								
design	\$0	\$0	\$0	\$0	\$0	\$20	IVDA Agmt	\$1,225
construction	\$0	\$0	\$0	\$0	\$0	\$1,048		
construction engineering	\$0	\$0	\$0	\$0	\$0	\$157		
<b>PROJECT TOTALS</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$1,225</b>		<b>\$1,225</b>
<b>30 Central Avenue Widening (3rd St to 5th St)</b>								
design	\$0	\$0	\$0	\$0	\$0	\$10	Msr I-Old	\$172
construction	\$0	\$0	\$0	\$0	\$0	\$141		
construction engineering	\$0	\$0	\$0	\$0	\$0	\$21		
<b>PROJECT TOTALS</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$172</b>		<b>\$172</b>
<b>STREET WIDENING AND SIDEWALK PROJECTS TOTAL</b>	<b>\$268</b>	<b>\$3,380</b>	<b>\$18,889</b>	<b>\$2,761</b>	<b>\$10,044</b>	<b>\$1,462</b>		<b>\$36,536</b>
<b>TRAIL IMPROVEMENT PROJECTS</b>								
<b>1 Natural Parkland and Trail Education (North of Base Line near Tuolumne Ln)-str11003</b>								
design	\$0	\$6	\$7	\$0	\$0	\$0	Trails Grant	\$167
construction	\$0	\$63	\$70	\$0	\$0	\$0		
construction engineering	\$0	\$10	\$11	\$0	\$0	\$0		
<b>TOTALS</b>	<b>\$0</b>	<b>\$79</b>	<b>\$88</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>		<b>\$167</b>
<b>2 City Creek Levee Trails (Base line to Highland Ave)</b>								
design	\$0	\$0	\$3	\$0	\$0	\$0	Prop 84- Grant	\$37
construction	\$0	\$0	\$34	\$0	\$0	\$0	GCF	\$5
construction engineering	\$0	\$0	\$5	\$0	\$0	\$0		
<b>TOTALS</b>	<b>\$0</b>	<b>\$0</b>	<b>\$42</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>		<b>\$42</b>
<b>3 Base Line/Highland/Summertrail Trail Improvements-str06003-</b>								
design	\$50	\$0	\$0	\$0	\$2	\$0	GCF	\$382
construction	\$0	\$0	\$0	\$0	\$330	\$0		
construction engineering	\$0	\$0	\$0	\$0	\$50	\$0		
right-of-way	\$2	\$0	\$0	\$0	\$0	\$0		
utility	\$10	\$0	\$0	\$0	\$0	\$0		
<b>PROJECT TOTALS</b>	<b>\$62</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$382</b>	<b>\$0</b>		<b>\$382</b>

CITY OF HIGHLAND  
5-YEAR CAPITAL IMPROVEMENT PROGRAM  
(FY 2012/2013 THROUGH 2016/2017)

(IN THOUSANDS OF DOLLARS)								
PROJECT DESCRIPTION	Prior	2012/ 2013	2013/ 2014	2014/ 2015	2015/ 2016	2016/ 2017	FUNDING SOURCE	FUNDING AMOUNT
<b>4 Browning Road Trail Improvements (Base Line to Saffron Ave)</b>								
design	\$0	\$0	\$0	\$0	\$0	\$32	GCF	\$480
construction	\$0	\$0	\$0	\$0	\$0	\$400		
construction engineering	\$0	\$0	\$0	\$0	\$0	\$48		
right-of-way	\$0	\$0	\$0	\$0	\$0	\$0		
<b>TOTALS</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$480</b>		<b>\$480</b>
<b>TRAIL IMPROVEMENT PROJECTS TOTAL</b>	<b>\$62</b>	<b>\$79</b>	<b>\$130</b>	<b>\$0</b>	<b>\$382</b>	<b>\$480</b>		<b>\$1,071</b>
<b>TRAFFIC SIGNAL IMPROVEMENT PROJECTS</b>								
<b>1 Victoria Avenue/5th Street Emergrncy Vehicle Pre-emption</b>								
design	\$0	\$0	\$8	\$0	\$0	\$0	IGG Grant	\$100
construction	\$0	\$0	\$75	\$0	\$0	\$0		
construction engineering	\$0	\$0	\$17	\$0	\$0	\$0		
<b>TOTALS</b>	<b>\$0</b>	<b>\$0</b>	<b>\$100</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>		<b>\$100</b>
<b>2 Base Line /Streater St Signal</b>								
	\$0	\$0	\$0	\$225	\$0	\$0	In-Lieu Dev	\$225
<b>3 Greenspot Rd/Weaver St Signal</b>								
							In-Lieu Dev	\$53
							AQMD AB 2766	\$172
	\$0	\$0	\$0	\$225	\$0	\$0		\$225
<b>TRAFFIC IMPROVEMENT PROJECTS TOTAL</b>	<b>\$0</b>	<b>\$0</b>	<b>\$100</b>	<b>\$450</b>	<b>\$0</b>	<b>\$0</b>		<b>\$550</b>
<b>SUMMARY OF 5-YEAR CAPITAL IMPROVEMENT PROGRAM EXPENDITURES</b>								
<b>OPERATING BUDGET</b>								<b>\$7,225</b>
<b>STUDIES AND TECHNOLOGY</b>								<b>\$1,300</b>
<b>DRAINAGE IMPROVEMENT PROJECTS</b>								<b>\$16,236</b>
<b>PAVEMENT REHABILITATION AND CAPITAL MAINTENANCE PROJECTS</b>								<b>\$11,232</b>
<b>BRIDGE PROJECTS</b>								<b>\$44,410</b>
<b>INTERCHANGE PROJECTS</b>								<b>\$17,498</b>
<b>STREET WIDENING AND SIDEWALK PROJECTS</b>								<b>\$36,536</b>
<b>TRAIL IMPROVEMENT PROJECTS</b>								<b>\$1,071</b>
<b>TRAFFIC SIGNAL IMPROVEMENT PROJECTS</b>								<b>\$550</b>
<b>TOTAL OF 5-YEAR CAPITAL IMPROVEMENT PROGRAM EXPENDITURES</b>								<b>\$136,058</b>

CITY OF HIGHLAND  
5-YEAR CAPITAL IMPROVEMENT PROGRAM  
(FY 2012/2013 THROUGH 2016/2017)

(IN THOUSANDS OF DOLLARS)								
PROJECT DESCRIPTION	Prior	2012/ 2013	2013/ 2014	2014/ 2015	2015/ 2016	2016/ 2017	FUNDING SOURCE	FUNDING AMOUNT
<b>5 YEAR BUDGET SUMMARY 2012/2013 Thru 2016/2017</b>								
<b>Fund Source</b>							<b>Operating Budget</b>	<b>CIP Budget</b>
Gas Tax (Gas)							\$7,000	\$0
Street Maintenance District Fund (St Maint Dist)								\$15
State Proposition 84 - Nature Education Facilities Program Grant (Prop 84-Grant)								\$37
East Valley Water District (EVWD)								\$55
Federal Recreational Trails Program Grant (Trails Grant)								\$167
AQMD AB 2766							\$225	\$172
State Rubberized Asphalt Concrete Grant (RAC Grant)								\$250
Development Construction In-Lieu Fee(In-Lieu-Dev)								\$343
Federal Highway Administration-2010 Storm Repairs-Permanent Restorations (PR Grant)								\$369
Federal Highway Administration-2010 Storm Repairs-Emergency Opening (EO Grant)								\$388
SANBAG Article III Grant (ART III Grant)								\$411
Traffic Safety Fund (Traf Safety Grant)								\$423
Insurance Fund (INS)								\$433
Federal Highway Administration-Emergency Relief (ER Grant)								\$671
State Bicycle Transportation Account Grant (BTA Grant)								\$677
SANBAG Local Stimulus								\$743
Proposition 1B (Prop 1B)								\$776
Federal Section 115 Grant (Sec 115 Grant)								\$1,000
Community Development Block Grant (CDBG)								\$1,086
State Safe Routes to School Grant (SR2S Grant)								\$1,147
Federal Safe Routes to School Grant (SRTS)								\$1,189
State Indian Gaming Grant (IGG Grant)								\$1,310
Federal Transportation Enhancement Grant (TE Grant)								\$1,320
Federal Highway Safety Improvement Grant (HSIP Grant)								\$1,473
Federal Projects of National and Regional Significance Grant (PNRS Grant)								\$1,849
State Local Partnership Program Grant (SLPP Grant)								\$3,577
Development Impact Fee-Regional Circulation(DIF-Reg)								\$4,707
Measure I Local (Msr I-Local)								\$4,876
Redevelopment Agency-2004 Bond (RDA -2004)								\$5,670
Measure I Old (Msr I-Old)								\$5,908
San Bernardino County Flood Control District (SBCFCD)								\$6,900
Inland Valley Development Agency Agreement (IVDA Agmt)								\$7,825
General Capital Finance (GCF)								\$7,869
Measure I Valley Freeway Interchange (SANBAG Msr I-VFI)								\$8,884
Redevelopment Agency-2007 Bond (RDA-2007)								\$22,532
Federal Highway Bridge Program Grant(HBP Grant)								\$33,781
<b>FUNDING SOURCE TOTAL</b>							<b>\$7,225</b>	<b>\$128,833</b>
<b>Total</b>								<b>\$136,058</b>

**CITY OF HIGHLAND  
2013-2015 BIENNIAL BUDGET**

**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.

Adopted Appropriations Limit FY 2009-2010	25,800,742	<b>FY 2010-2011</b>	25,244,467	<b>FY 2011-2012</b>	26,055,564	<b>FY 2012-2013</b>	27,241,418
Adjustment Factor	0.9784		1.0321		1.0455		1.0585
Assumed Responsibilities	-		-		-		-
Adopted Appropriations Limit FY 2010-2011	25,244,467	<b>FY 2011-2012</b>	26,055,564	<b>FY 2012-2013</b>	27,241,418	<b>FY 2013-2014</b>	28,835,041
Appropriations Limit	<u>FY 2010-2011</u> 25,244,467	<u>FY 2011-2012</u> 26,055,564	<u>FY 2012-2013</u> 27,241,418	<u>FY 2013-2014</u> 28,835,041			
Appropriations Subject to the Limit	12,995,703	11,652,333	11,782,255	12,515,581			
Appropriations Limit Margin	(12,248,764)	(14,403,231)	(15,459,163)	(16,320,050)			
% of App. Subject/App. Limit	51.48%	44.72%	43.25%	43.40%			



**CITY OF HIGHLAND  
2013-2015 BIENNIAL BUDGET**

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2013-2015 BIENNIAL BUDGET

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**CITY OF HIGHLAND  
2013-2015 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 through the AQMD.

AB 3229 - This is a state COPS 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.

CSMFO - California Society of Municipal Finance Officers.

**CITY OF HIGHLAND  
2013-2015 BIENNIAL BUDGET**

**ABBREVIATIONS and ACRONYMS**

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.

DOF – California State Department of Finance.

D/S - Debt Service.

EAP - Employee Assistance Program.

EDI - Economic Development Initiative.

ELC - Environmental Learning Center.

Eng. – Engineering.

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.

FPPC - Fair Political Practices Commission.

GAAFR - Governmental Accounting Auditing and Financial Reporting.

GAAP - Generally Accepted Accounting Principles.

GASB - Governmental Accounting Standards Board.

Gen. - General

**CITY OF HIGHLAND  
2013-2015 BIENNIAL BUDGET**

**ABBREVIATIONS and ACRONYMS**

GFOA - Government Finance Officers Association.

GIS - Geographic Information System.

Gov't - Government.

GPA - General Plan Amendment.

HBP – Highway Bridge Program.

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.

HSIP – Highway Safety Improvement Program.

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).

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.

**CITY OF HIGHLAND  
2013-2015 BIENNIAL BUDGET**

**ABBREVIATIONS and ACRONYMS**

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.

OB – Oversight Board. This is the Board that oversees the Successor Agency.

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.

RDA - Redevelopment Agency.

ROPS – Recognized Obligation Payment Schedule

**CITY OF HIGHLAND  
2013-2015 BIENNIAL BUDGET**

**ABBREVIATIONS and ACRONYMS**

RPTTF – Revenue Property Tax Transfer Fund

SANBAG - San Bernardino Association of Governments.

SARDA – Successor Agency to the Redevelopment Agency

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.

SRTS – Safe Routes To Schools.

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. 2013-**

**A RESOLUTION OF THE CITY COUNCIL OF THE  
CITY OF HIGHLAND, CALIFORNIA, ADOPTING A BIENNIAL BUDGET  
FOR FISCAL YEARS 2013-2015**

**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 2013-2015, 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 \$41,159,810 and \$25,448,340, estimated fund balance reserves of \$41,231,330 and \$36,949,785, and total estimated expenditures of \$49,176,070 and \$29,729,885 for fiscal years 2013-2014 and 2014-2015 respectively.

**PASSED, APPROVED AND ADOPTED** this 11th day of June 2013.

\_\_\_\_\_  
Larry McCallon, Mayor

ATTEST:

\_\_\_\_\_  
Betty Hughes, City Clerk

**RESOLUTION NO. HA2013-**

**A RESOLUTION OF THE HIGHLAND HOUSING AUTHORITY OF THE  
CITY OF HIGHLAND, CALIFORNIA, ADOPTING A BIENNIAL BUDGET  
FOR FISCAL YEARS 2013-2015**

**WHEREAS,** Pursuant to Health and Safety Code Section 34175(b), on February 1, 2012, all assets, properties, contracts, leases, books and records, buildings and equipment of the former Highland Redevelopment Agency transferred to the control of the Successor Agency to the Highland Redevelopment Agency by operation of law;

**WHEREAS,** Pursuant to Health and Safety Code Section 34175(b), the City Council of the City of Highland adopted Resolution No. 2012-005 electing for the City not to retain the housing functions previously performed by the former Agency, and determining that all of the assets, as allowed by law, and all rights, powers, liabilities, duties and obligations associated with the housing activities of the former Agency be transferred to the Highland Housing Authority;

**WHEREAS,** the Housing Authority would like to adopt a biennial budget in conjunction with the City of Highland 2-year budget process;

**NOW, THEREFORE,** the Highland Housing Authority does hereby resolve the following:

**SECTION 1.** That the biennial budget for fiscal years 2013-2015, a condensed copy of which is attached as Exhibit A and made a part hereof, and is hereby adopted for the Housing Authority, with total estimated revenues of \$70,780 and \$68,280, estimated fund balance reserves of \$131,635 and \$176,060, and total estimated expenditures of \$23,530 and \$23,855 for fiscal years 2013-2014 and 2014-2015 respectively.

**PASSED, APPROVED AND ADOPTED** this 11th day of June 2013.

\_\_\_\_\_  
Larry McCallon, Chairman

ATTEST:

\_\_\_\_\_  
Betty Hughes, Secretary

**RESOLUTION NO. SARDA 2013-**

**A RESOLUTION OF THE BOARD OF DIRECTORS OF THE SUCCESSOR AGENCY TO THE  
HIGHLAND REDEVELOPMENT AGENCY OF THE  
CITY OF HIGHLAND, CALIFORNIA, ADOPTING A BIENNIAL BUDGET  
FOR FISCAL YEARS 2013-2015**

**WHEREAS,** Pursuant to Health and Safety Code Section 34177(j), the Successor Agency to the Highland Redevelopment Agency (the "Successor Agency") must prepare a proposed administrative budget for each six-month fiscal period (commencing each January 1 and July 1) and submit each proposed administrative budget to the oversight board for the Successor Agency (the "Oversight Board") for approval;

**WHEREAS,** the Successor Agency will continue to do so;

**WHEREAS,** in addition to each six-month administrative budget, the Successor Agency would also like to adopt a biennial budget in conjunction with the City of Highland and Highland Housing Authority 2-year budget process;

**NOW, THEREFORE,** the Board of Directors of the Successor Agency to the Highland Redevelopment Agency of the City of Highland does hereby resolve the following:

**SECTION 1.** That the biennial budget for fiscal years 2013-2015, a condensed copy of which is attached as Exhibit A and made a part hereof, and is hereby adopted for the Successor Agency, with total estimated revenues of \$8,506,190 and \$8,491,220, estimated fund balance reserves of \$15,894,907 and \$14,043,912, and total estimated expenditures of \$26,752,990 and \$10,342,215 for fiscal years 2013-2014 and 2014-2015 respectively.

**PASSED, APPROVED AND ADOPTED** this 11th day of June 2013.

---

Larry McCallon, Chair

ATTEST:

---

Betty Hughes, Secretary



## **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.

