

# City of Highland California



## Adopted Budget 2015-2017



**CITY OF HIGHLAND  
BIENNIAL OPERATING BUDGET  
JULY 1, 2015 - JUNE 30, 2017**



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Chuck Dantuono



**CITY OF HIGHLAND  
2015-2017 BIENNIAL BUDGET**

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**July 1, 2013**

Executive Director



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February 11, 2014



***Pauline Marx  
CSMFO President***



***Ken Brown, Chair  
Professional Standards and  
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***Dedicated Excellence in Municipal Financial Reporting***





**CITY OF HIGHLAND  
2015-2017 BIENNIAL BUDGET**

**BUDGET PRELUDE**

The purpose of the Budget Prelude is to explain how this budget is organized. With many pages and sections, 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 successor agency to 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  
2015-2017 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 23, 2015

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

Subject: 2015/2017 Budget Transmittal Letter

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

The preparation of the budget for the City of Highland has been a roller coaster ride since the incorporation of the City in 1987. There have been times of great prosperity and times of drastic economic downturn. I believe that we have officially hit the bottom of the largest drop that the City has ever experienced with the double impact of the great recession and the loss of redevelopment. Highland is now preparing to slowly make our rise back to the top. The signs of economic recovery are slowly making their way to the City. Existing home prices are on the rise and in Highland we have new homes being built again. Staff is working with numerous commercial projects that are looking to develop in the City. Even with these positive signs, it will be a long ride 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 Successor Agency is continuing to go through the process of winding down what is left of the former Redevelopment Agency through a cumbersome process with the State Department of Finance.

## **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 2015/2016 is \$14,536,705. The expenditures projected for the same period of time are \$14,813,305. This leaves the expenditure over revenue projection at \$276,600 for the year.

The expenditures projected for 2016/2017 in the general fund are \$14,895,030. The revenue for the same period of time is \$14,609,800. This leaves the expenditure over revenue projection at \$285,230 for the year.

It should be noted that the general fund does not include the budget for the fire and paramedic programs; those budgets are included in their own fund.

The \$276,600 & \$285,230 of expenditures over revenues in both years comes from the funding of a Gang Detective position (\$172,600 & \$181,230) 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. The Council also approved additional Over-Time in the amount of \$100,000 for each year to help with the problems arising out of AB 109 and Prop 47. Also included in the \$276,600 & \$285,230 is \$4,000 for Plan B. The Gang Detective, O/T and Plan B expenditures will all come from the Extraction Tax reserves in the general fund.

With the \$172,600 of funding for the Gang Detective, the \$100,000 of funding for the additional O/T and the \$4,000 of funding for Plan B 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>2014/2015</u>	<u>2015/2016</u>	<u>2016/2017</u>
Extraction Tax	375,000	390,000	390,000
Sales Tax	1,668,630	1,765,740	1,766,220
Property Tax	\$3,440,000	\$3,656,250	\$3,826,865
VLF Property Tax	4,050,000	4,100,000	4,100,000
Sales Tax from Property Tax	605,000	635,000	635,000
Property Tax Fire	2,507,000	2,613,750	2,733,135

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 \$737,150 over the next two years. Since Fiscal Year 2006/07 the budget for law enforcement is projected to increase by over \$2.9 million by Fiscal Year 2016/17.

The Fire/Medic Department budgets are proposed to increase by a combined \$749,290 over the two-year budget period. Since Fiscal Year 2006/07 the budget for the Fire Department is projected to increase over \$1.8 million by Fiscal Year 2016/17.

### **OPERATIONAL BUDGETS:**

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 twenty fixed location ALPR systems in the City and this budget includes funding for 4 more locations in each fiscal year. The ALPR system has been instrumental in the recovery of over one million dollars of stolen vehicles and property as well as the arrest of numerous suspects wanted for major crimes.

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. Additionally, the City has paramedics assigned to each station.

Increases to the contract with Cal Fire is showing the combined expenditure over revenue budget for Fire and Paramedic services to be \$1,197,460 in FY 2015/16 and \$623,410 in FY 2016/17. 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. Additionally, there is \$550,000 budgeted from reserves for the purchase of a new fire engine and extraction equipment in FY 2015/16.

While the City continues to face new challenges and mandates no additional City staff are being proposed over the two year 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>2014/2015</u>	<u>2015/2016</u>	<u>2016/2017</u>
Development Impact Fee:			
Reserved	\$4,165,338	\$3,199,338	\$2,798,338
SARDA:			
Bond Proceeds	13,267,993	8,998,468	7,666,118
Low & Moderate Income Housing	2,927,267	2,929,767	2,932,267
General Fund:			
Unreserved/Undesignated	57,266	57,266	57,266
Capital Projects	1,580,620	1,580,620	1,580,620
Operational	4,984,290	4,707,690	4,422,460
Equipment/Vehicle Replacement	475,000	475,000	475,000
Reserved	1,382,056	1,382,056	1,382,056
General Capital Financing:			
Unreserved/Undesignated	9,418	9,418	9,418
Capital Projects-Infrastructure	9,094,768	6,936,278	5,905,328
Fire:			
Unreserved/Undesignated	102,838	102,838	102,838
Capital Projects-Buildings	3,435,826	3,435,826	3,435,826
Operational	1,083,000	437,540	14,130
Equipment/Vehicle Replacement	1,195,000	645,000	645,000
Fire Emergency	1,000,000	1,000,000	800,000
Gas Tax:			
Reserved	2,712,743	1,365,228	1,348,568
Measure I:			
Reserved	6,048,980	4,605,480	5,352,980
Developers Fees:			
Capital Projects	3,076,776	2,994,076	2,985,946
Assessment Districts:			
Landscape Maintenance	229,698	6,558	(233,622)
Street Light	(913,090)	(1,156,090)	(1,399,090)
Community Trails	18,520	9,270	20
Park Maintenance	88,328	74,548	58,843
Street/Storm Drain	320,133	332,733	345,033
Housing Authority:			
Reserved	696,731	601,731	565,611

The two fund balances that continue to be a concern are the Street Light Assessment District and the Landscape Maintenance District. Staff is currently working with Southern California Edison on the purchase of the street light system. The purchase and maintenance of the system by the

City could provide significant savings to the Street Light District. 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. There is also the impact of the drought and new requirements for water savings that may necessitate the major changes to the Landscape Maintenance Districts.

**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 2015/16 and 2016/17 fiscal years. Information for the chart below was derived from the Five-Year Capital Improvement Program.

The major community capital projects for 2015/2016 are:

<u>PROJECT</u>	<u>COST</u>
Base Line/5th Street Traffic Signal Coordination	\$ 500,000
9th Street Safety project (Del Rosa to Palm Ave)	623,000
Article 3 Bus Stops (Church St/Palm Ave)	688,000
City-wide Street Light Acquisition	2,000,000
5th Street improvements (Victoria Ave tom Palm Ave)	2,371,000
Highland/Redlands Regional Trails Connector project	520,000
Orange Street Bridge at Plunge Creek	534,000
5th Street/Greenspot Rd Bikeway & Kiosk	638,000
West Highland Bikeway Improvements	3,394,000
Base Line/SR 210 Interchange Widening	886,000
Greenspot Road Undergrounding	660,000
5th Street Storm Drain (City Creek to 3rd Street)	1,907,000
Base Line Safety Improvements (SR 210 to Boulder Ave)	1,649,000
Base Line Bridge (City Creek)	682,000
Victoria Interchange Study	900,000
Cypress/Thompson (9th St to Palm)	511,000
Lankershim McKinley/9th St to Base Line/Valaria	675,000

The major community capital projects for 2016/2017 are:

<u>PROJECT</u>	<u>COST</u>
Boulder Bridge	\$2,295,000
Orange Street Bridge at Plunge Creek	1,137,000
Base Line/SR 210 Interchange Widening	1,451,000
Base Line Bridge (City Creek)	1,313,000
Palm Avenue Historic District improvements	1,035,000
3rd Street (Victoria Ave to Palm Ave)	3,260,000

The capital projects listed above are only those in excess of \$500,000. There are an additional twenty six (26) projects that range from \$15,000 to \$457,000 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 \$120 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 taking of funds or additional unfunded mandates 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). Additionally, the proposed 1600 acre Harmony project on the far eastern end of the community is in the final planning phase of its development.

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.

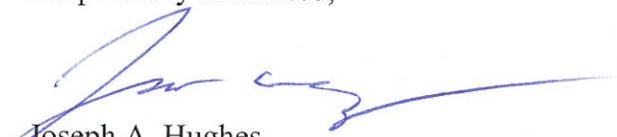
The City of Highland's mission statement reads:

***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





**CITY OF HIGHLAND  
2015-2017 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 54,332 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 expected in the next 3-4 years.

**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 76 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. 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, Staples, In 'N' Out Burger and Chevron. Dickey's Barbecue Pit is the latest addition to this area. The north side of Greenspot Road is expected to bring additional retail outlets, restaurants and housing. Also recently opened is a CVS pharmacy on Base Line/Palm Avenue as part of the Towne Center development. Family Dollar is the newest addition in the Towne Center.

**CITY OF HIGHLAND  
2015-2017 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 also 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 Stub Hub 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 and the Los Angeles Kings. The Auto Club Speedway, which host's 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.

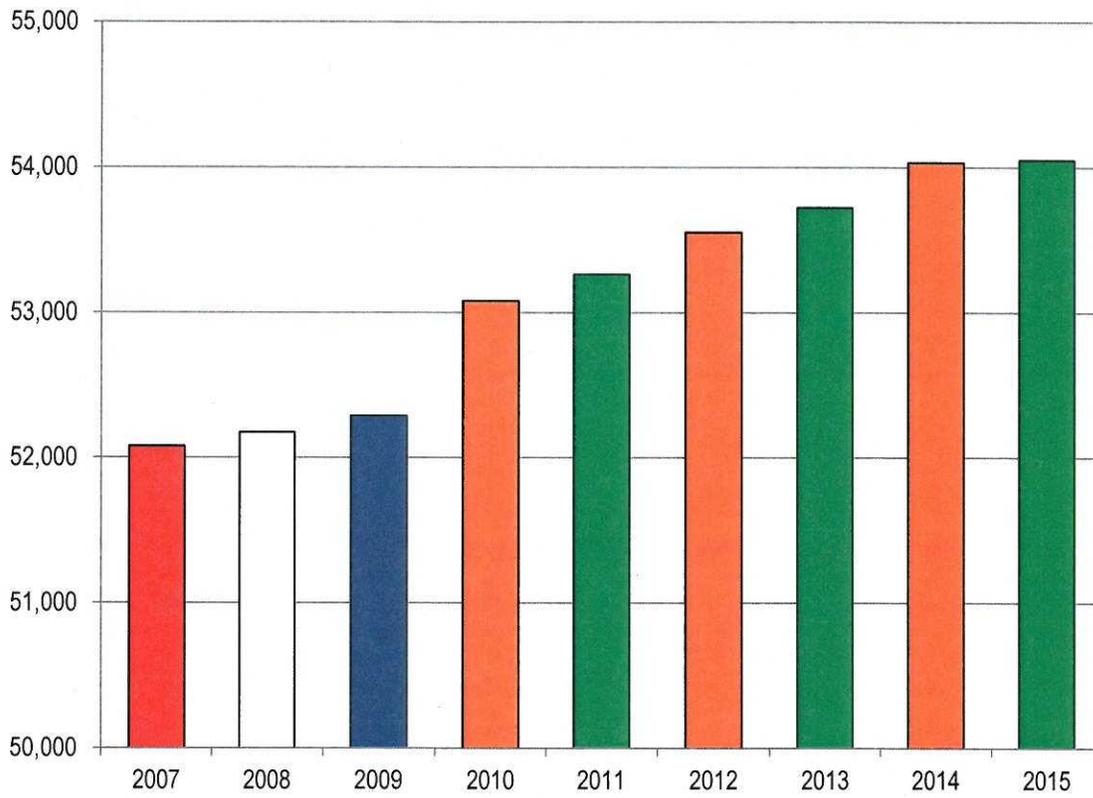
**CITY OF HIGHLAND  
2015-2017 BIENNIAL BUDGET**

**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 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.

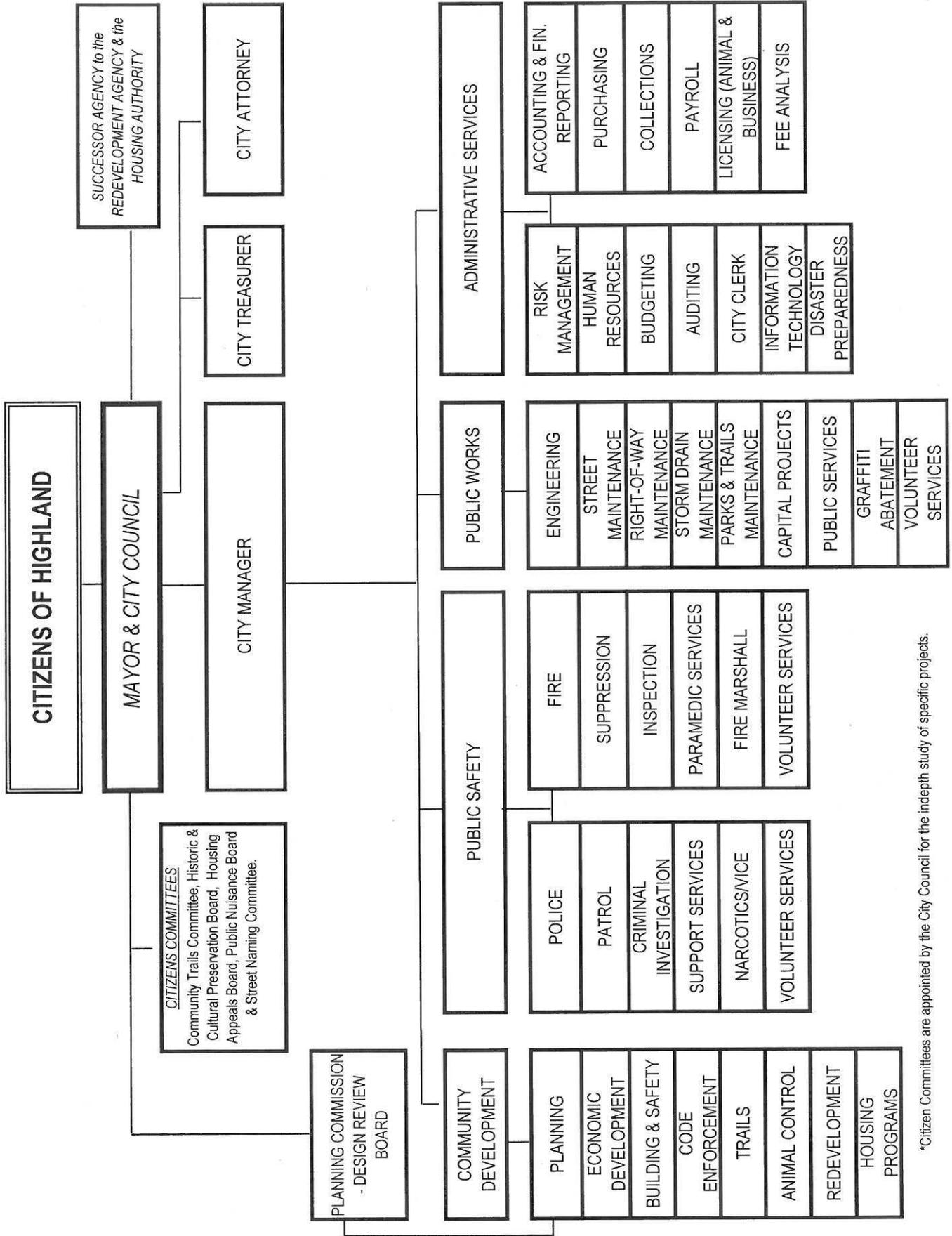


# POPULATION



<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>53,724</b>
<b>2014</b>	<b>54,033</b>
<b>2015</b>	<b>54,050</b>





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



CITY OF HIGHLAND  
2015-2017 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	Larry Mainez
ASSISTANT COMMUNITY DEVELOPMENT DIR.	Kim Stater
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
MAINTENANCE WORKER I	Jack Avon
ACCOUNTING TECHNICIAN I	Michelle Brooks
SENIOR MAINTENANCE WORKER	Angel Chenault
ACCOUNTING ASSISTANT II	Lia Dominguez
ADMINISTRATIVE ASSISTANT I	Carlos Florez
ADMINISTRATIVE ASSISTANT III	Stacey Honn
SENIOR PLANNER	Megan Irwin
MAINTENANCE WORKER I	Kevin Layne
ADMINISTRATIVE ASSISTANT III	Brandy Littleton
COMMUNITY VOLUNTEER SERVICES COORD.*	Denise Moreno
SENIOR CODE COMPLIANCE OFFICER	Vivienne Muro
ACCOUNTING TECHNICIAN II	Janel Navarrete
MAINTENANCE WORKER II	Pino Perez
MAINTENANCE WORKER I	Sergio Quen
ADMINISTRATIVE ASSISTANT III	Elena Rodrigues
SENIOR CODE COMPLIANCE OFFICER	Steven Rondina
PUBLIC SERVICES COORDINATOR	Andrea Saavedra
ADMINISTRATIVE ASSISTANT II	Sharon Simon
ADMINISTRATIVE ASSISTANT II	Nancy Stewart
PLANNING TECHNICIAN II	Angela Tafolla
ASSOCIATE PLANNER	Tom Thornsley
SENIOR ACCOUNTANT	Vacant
SENIOR MAINTENANCE WORKER	Vacant

\*Part-Time

**CITY OF HIGHLAND  
2015-2017 BIENNIAL BUDGET**

**CITY & CONTRACT STAFF**

**CONTRACT STAFF**

**CITY ATTORNEY**

**Craig Steele  
Richards, Watson & Gershon**

**POLICE DEPARTMENT**

**Captain Tony DeCecio  
Lieutenant Todd Cole  
S. B. Co. Sheriff's Department**

**FIRE DEPARTMENT**

**Battalion Chief John Toon  
Cal Fire**

**ENGINEERING PROJECT MANAGER**

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

**STAFFING LEVELS**

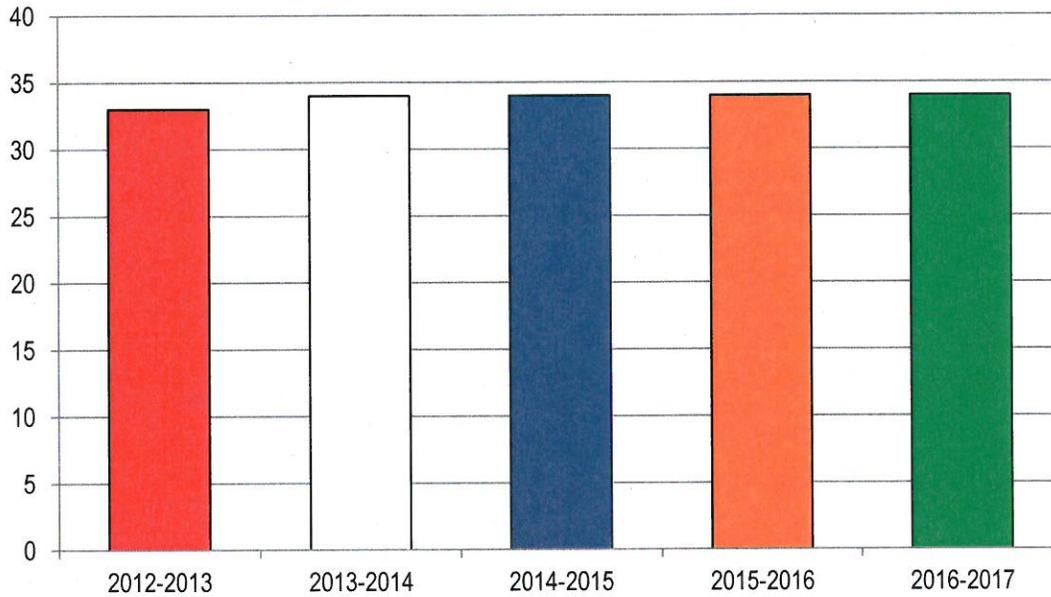
Staffing levels for full-time employees will not change for fiscal years 2015-2016 & 2016-2017. In fiscal year 2012-2013, a maintenance worker I position was not filled to help with the budget situation. This position was filled in fiscal year 2013-2014 which explains the increase from 33 to 34. In 2011-2012, with the dissolution of the RDA, 2 positions were eliminated because the State took the funding for these positions.

There are no new full-time positions proposed for 2015-2016 & 2016-2017.

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 2015-2016 & 2016-2017, many positions were scrutinized to see if percentage allocations needed to be changed.

# STAFF LEVELS

## FULL-TIME



	<u>2012-2013</u>	<u>2013-2014</u>	<u>2014-2015</u>	<u>2015-2016</u>	<u>2016-2017</u>
City Clerk	1.950	1.950	1.950	1.850	1.850
General Government	3.950	3.925	3.925	3.800	3.800
Personnel	0.300	0.300	0.300	0.250	0.250
Finance	4.400	4.375	4.375	4.150	4.150
Engineering	0.500	0.350	0.350	0.350	0.350
Planning	5.650	5.550	5.550	5.150	5.150
Public Services	2.000	2.000	2.000	2.000	2.000
Building & Safety	1.550	1.550	1.550	1.550	1.550
Code Enforcement	2.400	2.400	2.400	2.400	2.400
Parks	2.250	2.150	2.150	1.150	1.150
Graffiti	1.000	1.000	1.000	1.000	1.000
Public Works	5.000	5.200	5.200	4.300	4.300
CDBG	1.400	1.400	1.400	1.400	1.400
Assessment Districts	0.000	0.000	0.000	1.200	1.200
General Liability	0.400	0.400	0.400	0.350	0.350
Building Services	0.250	0.850	0.850	0.850	0.850
Housing Authority	0.000	0.100	0.100	0.450	0.450
Successor Agency to RDA	0.000	0.500	0.500	1.800	1.800
	<u>33.000</u>	<u>34.000</u>	<u>34.000</u>	<u>34.000</u>	<u>34.000</u>



**CITY OF HIGHLAND  
2015-2017 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 or "classic" 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 \$1,100 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 treated as pre-tax during the payroll process.

**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  
2015-2017 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  
2015-2017 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  
2015-2017 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  
2015-2017 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  
2015-2017 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. 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/early June, 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 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  
2015-2017 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  
2015-2017 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. The City council is also not opposed to using reserves for items that the reserves were saved for in the first place. 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 or vehicle license fees, 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  
2015-2017 BIENNIAL BUDGET**

**BUDGET CALENDAR**

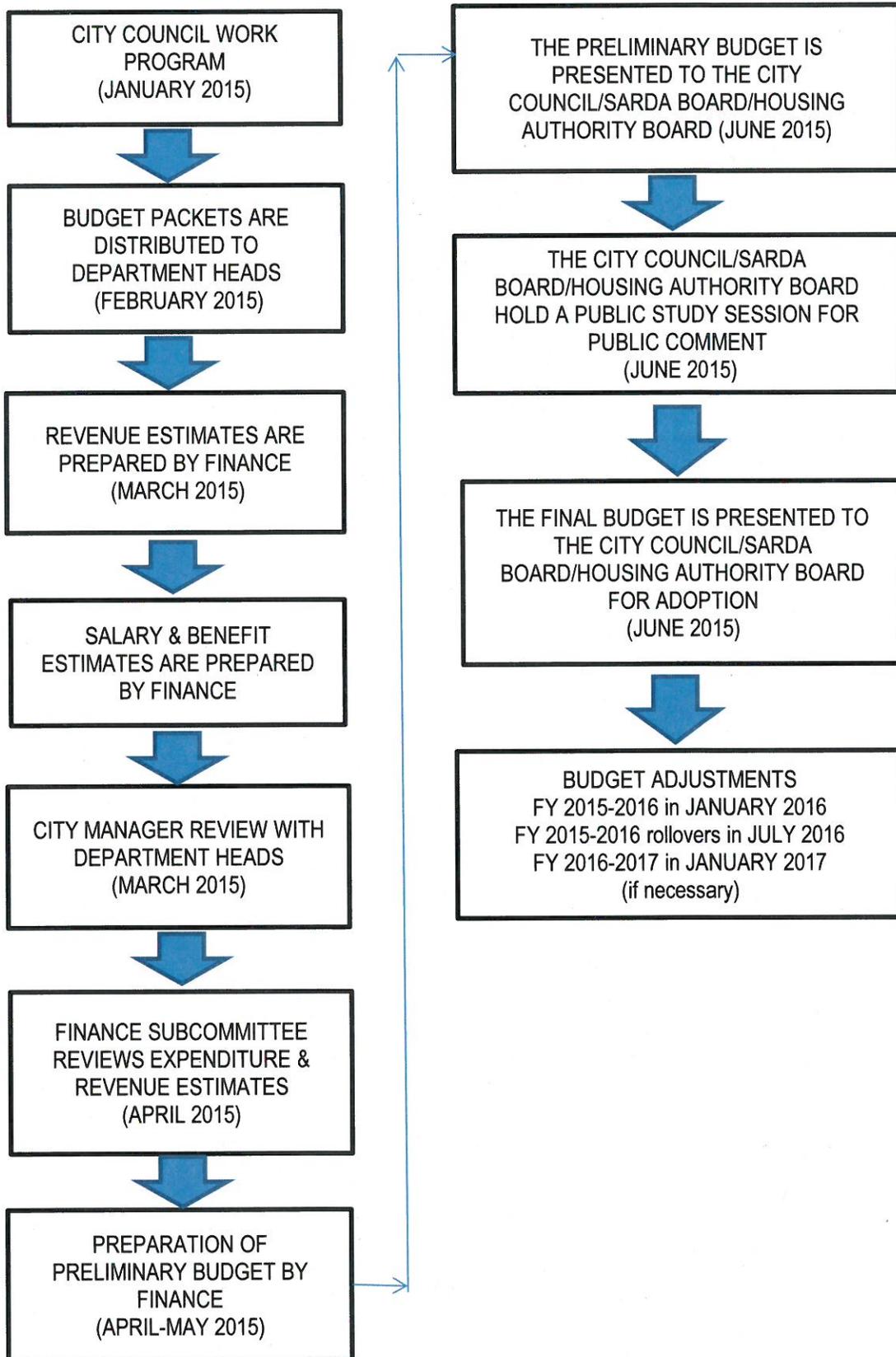
January 6, 2015	Director of Administrative Services begins to prepare budget packets for department heads.
January 20, 2015	Budget orientation and distribution of budget packets to department heads.
January 20, 2015 - February 17, 2015	Department heads prepare their departmental budgets.
February 18, 2015	Requested departmental budgets are due to the Director of Administrative Services.
March 3, 2015	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 4, 2015	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 5, 2015	City Manager meets with the Director of Administrative Services to go over all budgets associated with Administration.
March 6, 2015	City Manager and Director of Administrative Services meet with Police Chief and Fire Chief to go over all budgets associated with Public Safety.
March 12, 2015	City Manager and Director of Administrative Services meet to discuss revenue estimates.
March 24, 2015	Revenue and Expenditure (operational) estimates are presented to the Finance Subcommittee.
April 7, 2015	Capital Projects are presented to the Finance Subcommittee.
April 29, 2015	City Manager and Director of Administrative Services review the preliminary revenue, expenditure and estimated fund balance projections.
May 11, 2015	City Manager and Director of Administrative Services review the final draft of the preliminary budget.
May 29, 2015	The Preliminary Budget is printed.

**CITY OF HIGHLAND  
2015-2017 BIENNIAL BUDGET**

**BUDGET CALENDAR**

June 1, 2015	The Preliminary Budget is presented to the City Council/Successor Agency Board/Housing Authority Board for use at the study session.
June 9, 2015	City Council/Successor Agency Board/Housing Authority Board budget study session.
June 10, 2015	City Manager and Director of Administrative Services review the final draft of the Budget.
June 11, 2015	The Budget is printed.
June 23, 2015	The Budget is presented to the City Council/Successor Agency Board/Housing Authority Board for adoption.
July 1, 2015	The 2015-2016 Adopted Budget is implemented.
January 26, 2016	2015-2016 midyear budget adjustments (if needed).
July 1, 2016	The 2016-2017 Adopted Budget is implemented.
August 9, 2016	Carryover budget adjustments from 2015-2016 (if needed).
January 24, 2017	2016-2017 midyear budget adjustments (if needed).

## 2015-2017 BUDGET FLOW CHART





**CITY OF HIGHLAND  
2015-2017 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  
2015-2017 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, Housing Authority, SARDA Administration 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, with the exception of Parks and Graffiti. Those two programs are only run out of the Corporation Yard.

**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  
2015-2017 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
- 7075** Residual Balance
- 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

**CITY OF HIGHLAND  
2015-2017 BIENNIAL BUDGET**

**REVENUES**

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

**7110** Extraction Tax

The purpose of the extraction tax is to establish a tax on the commercial business of extraction and/or processing of rock, sand and gravel (aggregate) within the City, as a means of generating revenue for the City for municipal purposes and not as a regulatory measure. This business license tax is imposed in the interests of the health, public 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  
2015-2017 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  
2015-2017 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

**CITY OF HIGHLAND  
2015-2017 BIENNIAL BUDGET**

**REVENUES**

tax, but since the implementation of the Vehicle License Fee Swap and Triple Flip, this may no longer be the case. The VLF received from the state will still grow at the same rate, but the larger portion of the VLF is now received from the county through property taxes, which will grow at a lower rate because it is based on Assessed Value (AV).

- 9100** Gas Tax - 2106
- 9110** Gas Tax - 2107
- 9120** Gas Tax - 2107.5
- 9131** 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 Unified 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  
2015-2017 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  
2015-2017 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 2014-2015 to 2018-2019. The CIP is adopted by the City Council as a separate document. It is included in the budget for reference only.



City of Highland  
2015-2017 Biennial Budget  
Proposed Source of Financing with Estimated Fund Balance

General Fund	001.1000	001.1200	001.1450	001.1600	001.1700	001.2000	001.2200	001.3200
2015-2016 Estimated Fund Balance	City Council	City Clerk	General Gov't.	Personnel	Finance	Police Department	Animal Control	Engineering
Salaries	48,000	125,545	317,160	25,880	254,800	-	-	48,230
Benefits	74,725	60,140	221,830	10,385	130,995	-	-	17,360
Operations & Materials	46,920	66,635	52,735	19,675	125,765	366,425	5,650	25,525
Operating Transfers Out	-	-	-	-	-	-	-	-
Contractual Services	-	25,000	163,965	10,385	59,850	7,988,795	436,205	243,500
Principal & Interest	-	-	-	-	-	-	-	-
Capital Outlay	-	-	-	-	-	-	-	-
Capital Projects	-	-	-	-	-	-	-	-
Total Expenditures	169,645	277,320	755,690	66,325	571,410	8,355,220	441,855	334,615

General Fund (continued)	001.4100	001.4200	001.4500	001.4600	001.6000	001.6010	001.6020	001.6100	Total General Fund
2015-2016 Estimated Fund Balance	Planning	Public Services	Building & Safety	Code Enforcement	Parks	Graffiti	Comm. Vol. Services	Trails	
Salaries	415,510	177,900	107,340	169,450	58,225	52,200	22,220	-	1,822,460
Benefits	182,840	71,710	50,985	79,470	33,565	29,495	13,185	-	976,685
Operations & Materials	93,230	59,775	38,945	62,830	284,245	31,105	35,835	6,350	1,321,645
Operating Transfers Out	-	-	-	-	52,520	-	-	-	52,520
Contractual Services	243,335	170,500	347,535	300,375	650,550	-	-	-	10,639,995
Principal & Interest	-	-	-	-	-	-	-	-	-
Capital Outlay	-	-	-	-	-	-	-	-	-
Capital Projects	-	-	-	-	-	-	-	-	-
Total Expenditures	934,915	479,885	544,805	612,125	1,079,105	112,800	71,240	6,350	14,813,305

Operating Revenues	-	-	-	-	-	-	-	-	-
Operating Transfers In	-	-	-	-	-	-	-	-	-
Total Revenues	-	-	-	-	-	-	-	-	14,536,705

Fund Balance 07/01/2015	Fund Balance 06/30/2016
Unreserved, Undesignated	Unreserved, Undesignated
Unreserved, Designated Compensated Absences	Unreserved, Designated Compensated Absences
Unreserved, Designated Vehicle/Equipment Replacement	Unreserved, Designated Vehicle/Equipment Replacement
Unreserved, Designated Public Safety Enhancements	Unreserved, Designated Public Safety Enhancements
Unreserved, Designated Technological Enhancements	Unreserved, Designated Technological Enhancements
Unreserved, Designated Service Enhancements	Unreserved, Designated Service Enhancements
Unreserved, Designated Continuing Appropriations	Unreserved, Designated Continuing Appropriations
Unreserved, Designated Economic Uncertainty	Unreserved, Designated Economic Uncertainty
Unreserved, Designated City Hall	Unreserved, Designated City Hall
Unreserved, Designated Capital Projects	Unreserved, Designated Capital Projects
Unreserved, Designated Fire Facilities	Unreserved, Designated Fire Facilities
Reserved for Advances/Loans/Inventory	Reserved for Advances/Loans/Inventory
Total Fund Balance 07/01/2015	Total Fund Balance 06/30/2016
57,266	57,266
536,732	536,732
475,000	475,000
200,000	200,000
300,000	300,000
1,987,559	1,710,959
470,000	470,000
1,490,000	1,490,000
200,000	200,000
80,620	80,620
1,300,000	1,300,000
1,382,056	1,382,056
8,479,232	8,202,632

City of Highland  
2015-2017 Biennial Budget  
Proposed Source of Financing with Estimated Fund Balance

General Fund 2016-2017 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	128,015	323,570	26,410	259,730	-	-	49,210
Benefits	77,955	63,550	232,455	10,925	138,415	-	-	18,200
Operations & Materials	48,735	80,495	15,135	17,520	85,380	367,685	5,700	22,240
Operating Transfers Out	-	-	-	-	-	-	-	-
Contractual Services	-	25,500	163,965	10,425	58,675	8,243,045	447,110	243,500
Principal & Interest	-	-	-	-	-	-	-	-
Capital Outlay	-	-	-	-	-	-	-	-
Capital Projects	-	-	-	-	-	-	-	-
Total Expenditures	174,690	297,560	735,125	65,280	542,200	8,610,730	452,810	333,150

General Fund (continued) 2016-2017 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	423,870	181,400	109,480	172,875	59,415	53,300	22,660	-	1,857,935
Benefits	192,850	75,640	53,860	83,950	35,545	31,230	13,880	-	1,028,455
Operations & Materials	35,895	35,750	24,495	41,015	289,405	32,465	28,840	6,000	1,136,755
Operating Transfers Out	-	-	-	-	53,805	-	-	-	53,805
Contractual Services	122,335	188,500	347,535	310,375	657,115	-	-	-	10,818,080
Principal & Interest	-	-	-	-	-	-	-	-	-
Capital Outlay	-	-	-	-	-	-	-	-	-
Capital Projects	-	-	-	-	-	-	-	-	-
Total Expenditures	774,950	481,290	535,370	608,215	1,095,285	116,995	65,380	6,000	14,895,030

Operating Revenues									
Operating Transfers In									
Total Revenues									14,609,800

Fund Balance 07/01/2016	Fund Balance 06/30/2017
Unreserved, Undesignated	Unreserved, Undesignated
57,266	57,266
Unreserved, Designated Absences	Unreserved, Designated Absences
536,732	536,732
Unreserved, Designated Vehicle/Equipment Replacement	Unreserved, Designated Vehicle/Equipment Replacement
475,000	475,000
Unreserved, Designated Public Safety Enhancements	Unreserved, Designated Public Safety Enhancements
200,000	200,000
Unreserved, Designated Technological Enhancements	Unreserved, Designated Technological Enhancements
300,000	300,000
Unreserved, Designated Service Enhancements	Unreserved, Designated Service Enhancements
1,710,959	1,425,729
Unreserved, Designated Continuing Appropriations	Unreserved, Designated Continuing Appropriations
470,000	470,000
Unreserved, Designated Economic Uncertainty	Unreserved, Designated Economic Uncertainty
1,490,000	1,490,000
Unreserved, Designated City Hall	Unreserved, Designated City Hall
200,000	200,000
Unreserved, Designated Capital Projects	Unreserved, Designated Capital Projects
80,620	80,620
Unreserved, Designated Fire Facilities	Unreserved, Designated Fire Facilities
1,300,000	1,300,000
Unreserved, Designated Fire Facilities	Reserved for Advances/Loans/Inventory
1,382,056	1,382,056
Total Fund Balance 07/01/2016	Total Fund Balance 06/30/2017
8,202,632	7,917,402

City of Highland  
2015-2017 Biennial Budget  
Proposed Source of Financing with Estimated Fund Balance

Special Revenue Funds 2015-2016 Estimated Fund Balance	002.8200 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	-	304,415	-	99,265	-	24,800	-	28,940	-	-	28,940
Benefits	-	143,470	-	46,335	-	1,900	-	17,240	-	-	17,240
Operations & Materials	15,000	444,615	-	54,000	-	-	-	186,000	565,000	16,500	36,450
Operating Transfers Out	-	-	-	-	-	-	-	-	-	-	-
Contractual Services	100,000	296,420	-	-	-	-	-	216,960	38,000	1,000	48,670
Principal & Interest	-	-	-	-	-	-	-	-	-	-	-
Capital Outlay	-	24,000	-	-	-	-	-	-	-	-	-
Capital Projects	317,000	1,324,000	742,000	674,000	1,086,000	75,000	-	-	-	-	-
Total Expenditures	432,000	2,536,920	742,000	873,600	1,086,000	101,700	-	449,140	603,000	17,500	131,300
Operating Revenues	160,750	1,189,405	742,000	873,600	120,000	19,000	-	226,000	360,000	8,250	65,000
Operating Transfers In	-	-	-	-	-	-	-	-	-	-	52,520
Total Revenues	160,750	1,189,405	742,000	873,600	120,000	19,000	-	226,000	360,000	8,250	117,520
Fund Balance 07/01/2015											
Reserved	643,325	2,712,743	-	-	4,165,338	3,076,776	-	229,698	(913,090)	18,520	88,328
Fund Balance 06/30/2016											
Reserved	372,075	1,365,228	-	-	3,199,338	2,994,076	-	6,558	(1,156,090)	9,270	74,548

Special Revenue Funds (continued) 2015-2016 Estimated Fund Balance	017.8350 Measure I	018.8600 FEHA	020.8440 AQMD	021.8450 COPS	024.8470 Street/Storm Drain Maint.	025.8480 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	-	9,090	-	-	-	-	-	-	-	-	59,605	555,055
Benefits	-	5,400	-	-	-	-	-	-	-	-	21,605	253,190
Operations & Materials	-	-	-	-	2,000	9,000	-	143,470	152,290	-	80,590	1,704,915
Operating Transfers Out	-	-	-	-	-	-	-	-	1,257,080	-	-	1,257,080
Contractual Services	-	-	45,000	100,500	18,400	9,000	-	1,463,610	2,615,475	-	65,000	5,018,035
Principal & Interest	-	-	-	-	-	-	-	-	-	-	-	-
Capital Outlay	-	-	-	-	-	-	-	-	550,000	-	-	574,000
Capital Projects	2,877,000	-	500,000	-	-	-	5,393,000	-	-	4,272,000	-	17,260,000
Total Expenditures	2,877,000	-	559,490	100,500	20,400	18,000	5,393,000	1,607,080	4,574,845	4,272,000	226,800	26,622,275
Operating Revenues	1,433,500	-	60,750	100,500	33,000	18,000	4,500,000	350,000	3,377,385	4,272,000	131,800	18,040,940
Operating Transfers In	-	-	-	-	-	-	-	1,257,080	-	-	-	1,309,600
Total Revenues	1,433,500	-	60,750	100,500	33,000	18,000	4,500,000	1,607,080	3,377,385	4,272,000	131,800	19,350,540
Fund Balance 07/01/2015												
Reserved	6,048,980	(615,817)	498,797	-	320,133	-	-	-	102,838	-	696,731	17,073,300
Unreserved, Designated Capital Projects	-	-	-	-	-	-	1,072,325	-	50,000	-	-	1,072,325
Unreserved, Designated Public Safety Enhancements	-	-	-	-	-	-	-	-	1,035,000	-	-	50,000
Unreserved, Designated Economic Uncertainty	-	-	-	-	-	-	-	-	-	-	-	1,035,000
Unreserved, Designated Special Capital Projects	-	-	-	-	-	-	-	-	-	-	-	-
Unreserved, Designated Fire Emergency	-	-	-	-	-	-	-	-	1,000,000	-	-	1,000,000
Unreserved, Designated Fire Facilities	-	-	-	-	-	-	-	-	3,435,826	-	-	3,435,826
Unreserved, Designated Vehicle/Equip Replacement	-	-	-	-	320,133	-	1,072,325	-	6,818,664	-	696,731	24,861,451
Total Fund Balance 07/01/2015	6,048,980	(615,817)	498,797	-	320,133	-	-	-	102,838	-	696,731	11,892,025
Fund Balance 06/30/2016												
Reserved	4,605,480	(615,817)	57	-	332,733	-	-	-	102,838	-	601,731	11,892,025
Unreserved, Designated Capital Projects	-	-	-	-	-	-	179,325	-	50,000	-	-	179,325
Unreserved, Designated Public Safety Enhancements	-	-	-	-	-	-	-	-	387,540	-	-	50,000
Unreserved, Designated Economic Uncertainty	-	-	-	-	-	-	-	-	-	-	-	387,540
Unreserved, Designated Special Capital Projects	-	-	-	-	-	-	-	-	-	-	-	-
Unreserved, Designated Fire Emergency	-	-	-	-	-	-	-	-	1,000,000	-	-	1,000,000
Unreserved, Designated Fire Facilities	-	-	-	-	-	-	-	-	3,435,826	-	-	3,435,826
Unreserved, Designated Vehicle/Equip Replacement	-	-	-	-	332,733	-	179,325	-	645,000	-	-	645,000
Total Fund Balance 06/30/2016	4,605,480	(615,817)	57	-	332,733	-	-	-	5,621,204	-	601,731	17,589,716

City of Highland  
2015-2017 Biennial Budget  
Proposed Source of Financing with Estimated Fund Balance

Special Revenue Funds	002.8200	004.8310	005.8320	006.8400	007.8330	008.8340	011.8420	012.8500	013.8510	015.8530	016.8540
2016-2017 Estimated Fund Balance	Traffic Safety	Gas Tax	Article 3	CDBG	Dev. Impact Fees	Developer Fees	Office of Traffic Safety	Landscape Maint. Dist.	Street Light Dist.	Comm. Trails District	Parks Maint. District
Salaries	-	310,550	-	101,280	-	25,200	-	29,530	-	-	29,530
Benefits	-	151,505	-	48,955	-	1,930	-	18,260	-	-	18,260
Operations & Materials	15,000	443,265	-	54,000	-	-	-	208,500	565,000	16,500	36,350
Operating Transfers Out	-	-	-	-	-	-	-	-	-	-	-
Contractual Services	108,500	296,745	-	-	-	-	-	214,890	38,000	1,000	50,370
Principal & Interest	-	-	-	-	-	-	-	-	-	-	-
Capital Outlay	-	-	-	-	-	-	-	-	-	-	-
Capital Projects	453,000	17,000	5,000	-	-	-	-	-	-	-	-
Total Expenditures	576,500	1,219,065	5,000	204,235	521,000	27,130	-	471,180	603,000	17,500	134,510
Operating Revenues	160,750	1,202,405	5,000	204,235	120,000	19,000	-	231,000	360,000	8,250	65,000
Operating Transfers In	-	-	-	-	-	-	-	-	-	-	53,805
Total Revenues	160,750	1,202,405	5,000	204,235	120,000	19,000	-	231,000	360,000	8,250	118,805
Fund Balance 07/01/2016	372,075	1,365,228	-	-	3,199,338	2,994,076	-	6,558	(1,156,090)	9,270	74,548
Reserved	-	-	-	-	-	-	-	-	-	-	-
Fund Balance 06/30/2017	(43,675)	1,346,568	-	-	2,798,338	2,985,946	-	(233,622)	(1,399,090)	20	58,843
Reserved	-	-	-	-	-	-	-	-	-	-	-

Special Revenue Funds (continued)	017.8350	018.8600	020.8440	021.8450	024.8470	026.8480	027.8490	028.2050	029.2100	030.8495	070.7000	Total
2016-2017 Estimated Fund Balance	Measure I	FEMA	AQMD	COPS	Street/Storm Drain Maint.	Justice Asst. Grant	Grants Fund	Paramedic Department	Fire Department	Major Grants Fund	Housing Authority	Special Revenue Funds
Salaries	-	-	9,270	-	-	-	-	-	-	-	60,805	566,165
Benefits	-	-	5,680	-	-	-	-	-	-	-	22,675	267,265
Operations & Materials	-	-	-	-	2,000	9,000	-	130,470	138,290	-	79,440	1,697,815
Operating Transfers Out	-	-	-	-	-	-	-	-	1,295,010	-	-	1,295,010
Contractual Services	-	-	45,000	100,500	18,700	9,000	-	1,514,540	2,706,010	-	5,000	5,106,255
Principal & Interest	-	-	-	-	-	-	-	-	-	-	-	-
Capital Outlay	-	-	-	-	-	-	-	-	-	-	-	-
Capital Projects	963,000	-	-	-	-	-	369,000	-	-	7,371,000	-	9,699,000
Total Expenditures	963,000	-	59,950	100,500	20,700	18,000	369,000	1,645,010	4,139,310	7,371,000	167,920	18,633,510
Operating Revenues	1,710,500	-	60,750	100,500	33,000	18,000	362,000	350,000	3,515,900	7,371,000	131,800	16,029,090
Operating Transfers In	-	-	-	-	-	-	-	1,295,010	-	-	-	1,348,815
Total Revenues	1,710,500	-	60,750	100,500	33,000	18,000	362,000	1,645,010	3,515,900	7,371,000	131,800	17,377,905
Fund Balance 07/01/2016	4,605,480	(615,817)	57	-	332,733	-	-	-	102,838	-	601,731	11,892,025
Reserved	-	-	-	-	-	-	179,325	-	-	-	-	179,325
Unreserved, Designated Capital Projects	-	-	-	-	-	-	-	-	50,000	-	-	50,000
Unreserved, Designated Public Safety Enhancements	-	-	-	-	-	-	-	-	387,540	-	-	387,540
Unreserved, Designated Economic Uncertainty	-	-	-	-	-	-	-	-	-	-	-	-
Unreserved, Designated Special Capital Projects	-	-	-	-	-	-	-	-	1,000,000	-	-	1,000,000
Unreserved, Designated Fire Emergency	-	-	-	-	-	-	-	-	3,435,826	-	-	3,435,826
Unreserved, Designated Fire Facilities	-	-	-	-	-	-	-	-	645,000	-	-	645,000
Unreserved, Designated Vehicle/Equip Replacement	4,605,480	(615,817)	57	-	332,733	-	179,325	-	5,621,204	-	601,731	17,589,716
Total Fund Balance 07/01/2016	5,352,980	(615,817)	857	-	345,033	-	172,325	-	102,838	-	565,611	11,266,630
Reserved	-	-	-	-	-	-	-	-	-	-	-	172,325
Unreserved, Designated Capital Projects	-	-	-	-	-	-	-	-	14,130	-	-	14,130
Unreserved, Designated Public Safety Enhancements	-	-	-	-	-	-	-	-	800,000	-	-	800,000
Unreserved, Designated Economic Uncertainty	-	-	-	-	-	-	-	-	3,435,826	-	-	3,435,826
Unreserved, Designated Special Capital Projects	-	-	-	-	-	-	-	-	645,000	-	-	645,000
Unreserved, Designated Fire Emergency	-	-	-	-	-	-	-	-	4,997,794	-	-	4,997,794
Unreserved, Designated Fire Facilities	-	-	-	-	-	-	-	-	-	-	-	-
Unreserved, Designated Vehicle/Equip Replacement	5,352,980	(615,817)	857	-	345,033	-	172,325	-	5,621,204	-	565,611	16,334,111
Total Fund Balance 06/30/2017	-	-	-	-	-	-	-	-	-	-	-	-

City of Highland  
2015-2017 Biennial Budget  
Proposed Source of Financing with Estimated Fund Balance

Capital Projects Fund 2015-2016 Estimated Fund Balance	010.3830 Facilities Construction	014.8520 CFD	023.3890 Gen. Capital Financing	Total Capital Projects Funds
Salaries	-	-	9,090	9,090
Benefits	-	-	5,400	5,400
Operations & Materials	-	11,100	82,000	93,100
Operating Transfers Out	-	-	-	-
Contractual Services	-	-	224,000	224,000
Principal & Interest	-	-	-	-
Capital Outlay	-	-	200,000	200,000
Capital Projects	-	-	1,658,000	1,658,000
Total Expenditures	-	11,100	2,178,490	2,189,590
Operating Revenues	-	11,100	20,000	31,100
Operating Transfers In	-	-	-	-
Total Revenues	-	11,100	20,000	31,100
Fund Balance 07/01/2015				
Unreserved, Undesignated	-	-	9,418	9,418
Unreserved, Designated Public Improvements	-	-	2,038,000	2,038,000
Unreserved, Designated Infrastructure	-	-	1,675,725	1,675,725
Unreserved, Designated Capital Projects	-	-	2,678,000	2,678,000
Unreserved, Designated Fire Facilities	-	-	1,750,000	1,750,000
Unreserved, Designated Pavement Rehab Prog.	-	-	473,043	473,043
Reserved for Loans	-	-	-	-
Reserved for Advances to Other Funds	-	-	480,000	480,000
Fund Balance 07/01/2015	-	-	9,104,186	9,104,186
Fund Balance 06/30/2016				
Unreserved, Undesignated	-	-	9,418	9,418
Unreserved, Designated Public Improvements	-	-	2,038,000	2,038,000
Unreserved, Designated Infrastructure	-	-	1,675,725	1,675,725
Unreserved, Designated Capital Projects	-	-	519,510	519,510
Unreserved, Designated Fire Facilities	-	-	1,750,000	1,750,000
Unreserved, Designated Pavement Rehab Prog.	-	-	473,043	473,043
Reserved for Loans	-	-	-	-
Reserved for Advances to Other Funds	-	-	480,000	480,000
Fund Balance 06/30/2016	-	-	6,945,696	6,945,696

Capital Projects Fund 2016-2017 Estimated Fund Balance	010.3830 Facilities Construction	014.8520 CFD	023.3890 Gen. Capital Financing	Total Capital Projects Funds
Salaries	-	-	9,270	9,270
Benefits	-	-	5,680	5,680
Operations & Materials	-	11,100	25,000	36,100
Operating Transfers Out	-	-	-	-
Contractual Services	-	-	203,000	203,000
Principal & Interest	-	-	-	-
Capital Outlay	-	-	200,000	200,000
Capital Projects	-	-	608,000	608,000
Total Expenditures	-	11,100	1,050,950	1,062,050
Operating Revenues	-	11,100	20,000	31,100
Operating Transfers In	-	-	-	-
Total Revenues	-	11,100	20,000	31,100
Fund Balance 07/01/2016				
Unreserved, Undesignated	-	-	9,418	9,418
Unreserved, Designated Public Improvements	-	-	2,038,000	2,038,000
Unreserved, Designated Infrastructure	-	-	1,675,725	1,675,725
Unreserved, Designated Capital Projects	-	-	519,510	519,510
Unreserved, Designated Fire Facilities	-	-	1,750,000	1,750,000
Unreserved, Designated Pavement Rehab Prog.	-	-	473,043	473,043
Reserved for Loans	-	-	-	-
Reserved for Advances to Other Funds	-	-	480,000	480,000
Fund Balance 07/01/2016	-	-	6,945,696	6,945,696
Fund Balance 06/30/2017				
Unreserved, Undesignated	-	-	9,418	9,418
Unreserved, Designated Public Improvements	-	-	1,007,050	1,007,050
Unreserved, Designated Infrastructure	-	-	1,675,725	1,675,725
Unreserved, Designated Capital Projects	-	-	519,510	519,510
Unreserved, Designated Fire Facilities	-	-	1,750,000	1,750,000
Unreserved, Designated Pavement Rehab Prog.	-	-	473,043	473,043
Reserved for Loans	-	-	-	-
Reserved for Advances to Other Funds	-	-	480,000	480,000
Fund Balance 06/30/2017	-	-	5,914,746	5,914,746

**City of Highland**  
**2015-2017 Biennial Budget**  
**Proposed Source of Financing with Estimated Fund Balance**

<b>Internal Service Funds</b>	<b>041.9500</b>	<b>042.9510</b>	<b>Total</b>
<b>2015-2016 Estimated Fund Balance</b>	<b>Insurance</b>	<b>Building Services</b>	<b>Internal Service Funds</b>
Salaries	52,250	41,770	94,020
Benefits	41,510	24,570	66,080
Operations & Materials	349,450	159,860	509,310
Operating Transfers Out	-	-	-
Contractual Services	-	27,220	27,220
Principal & Interest	-	-	-
Capital Outlay	-	-	-
Capital Projects	-	-	-
<b>Total Expenditures</b>	<b>443,210</b>	<b>253,420</b>	<b>696,630</b>
Operating Revenues	443,210	253,420	696,630
Operating Transfers In	-	-	-
<b>Total Revenues</b>	<b>443,210</b>	<b>253,420</b>	<b>696,630</b>
 Fund Balance 07/01/2015			
Reserved	3,510,554	1,284,211	4,794,765
 Fund Balance 06/30/2016			
Reserved	3,510,554	1,284,211	4,794,765

<b>Internal Service Funds</b>	<b>041.9500</b>	<b>042.9510</b>	<b>Total</b>
<b>2016-2017 Estimated Fund Balance</b>	<b>Insurance</b>	<b>Building Services</b>	<b>Internal Service Funds</b>
Salaries	53,305	42,595	95,900
Benefits	47,195	26,015	73,210
Operations & Materials	359,450	157,110	516,560
Operating Transfers Out	-	-	-
Contractual Services	-	27,220	27,220
Principal & Interest	-	-	-
Capital Outlay	-	-	-
Capital Projects	-	-	-
<b>Total Expenditures</b>	<b>459,950</b>	<b>252,940</b>	<b>712,890</b>
Operating Revenues	459,950	10,875	470,825
Operating Transfers In	-	-	-
<b>Total Revenues</b>	<b>459,950</b>	<b>10,875</b>	<b>470,825</b>
 Fund Balance 07/01/2016			
Reserved	3,510,554	1,284,211	4,794,765
 Fund Balance 06/30/2017			
Reserved	3,510,554	1,042,146	4,552,700

**City of Highland**  
**2015-2017 Biennial Budget**  
**Proposed Source of Financing with Estimated Fund Balance**

Successor Agency to the Redevelopment Agency (SARDA) Funds 2015-2016 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	-	117,880	-	68,095	185,975
Benefits	-	46,145	-	27,305	73,450
Operations & Materials	-	-	5,000	15,865	20,865
Operating Transfers Out	4,082,005	-	-	-	4,082,005
Contractual Services	-	-	-	27,125	27,125
Principal & Interest	-	-	-	3,943,615	3,943,615
Capital Outlay	-	-	-	-	-
Capital Projects	-	4,113,000	-	-	4,113,000
<b>Total Expenditures</b>	<b>4,082,005</b>	<b>4,277,025</b>	<b>5,000</b>	<b>4,082,005</b>	<b>12,446,035</b>
Operating Revenues	4,082,005	7,500	7,500	-	4,097,005
Operating Transfers In	-	-	-	4,082,005	4,082,005
<b>Total Revenues</b>	<b>4,082,005</b>	<b>7,500</b>	<b>7,500</b>	<b>4,082,005</b>	<b>8,179,010</b>
Fund Balance 07/01/2015					
Unreserved, Designated Capital Projects	-	13,267,993	2,927,267	-	16,195,260
Fund Balance 06/30/2016					
Unreserved, Designated Capital Projects	-	8,998,468	2,929,767	-	11,928,235

Successor Agency to the Redevelopment Agency (SARDA) Funds 2016-2017 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	-	120,270	-	69,460	189,730
Benefits	-	48,580	-	28,700	77,280
Operations & Materials	-	-	5,000	16,215	21,215
Operating Transfers Out	4,084,170	-	-	-	4,084,170
Contractual Services	-	-	-	27,125	27,125
Principal & Interest	-	-	-	3,942,670	3,942,670
Capital Outlay	-	-	-	-	-
Capital Projects	-	1,171,000	-	-	1,171,000
<b>Total Expenditures</b>	<b>4,084,170</b>	<b>1,339,850</b>	<b>5,000</b>	<b>4,084,170</b>	<b>9,513,190</b>
Operating Revenues	4,084,170	7,500	7,500	-	4,099,170
Operating Transfers In	-	-	-	4,084,170	4,084,170
<b>Total Revenues</b>	<b>4,084,170</b>	<b>7,500</b>	<b>7,500</b>	<b>4,084,170</b>	<b>8,183,340</b>
Fund Balance 07/01/2016					
Unreserved, Designated Capital Projects	-	8,998,468	2,929,767	-	11,928,235
Fund Balance 06/30/2017					
Unreserved, Designated Capital Projects	-	7,666,118	2,932,267	-	10,598,385

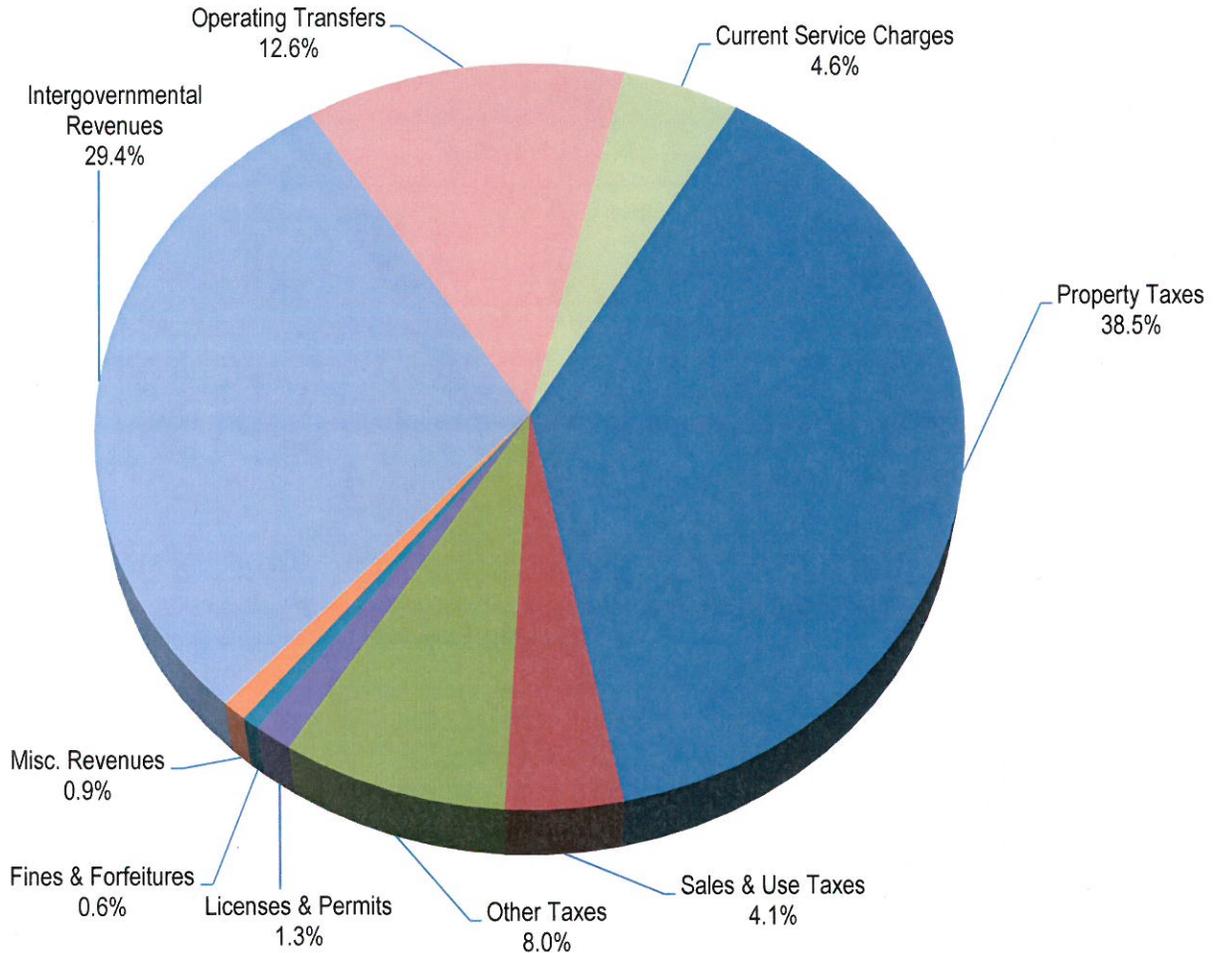
**City of Highland  
2015-2017 Biennial Budget  
Consolidated Overview**

	Fiscal Year 2015/2016	Fiscal Year 2016/2017
Beginning Fund Balance:	63,434,894	49,461,044
Revenues by Source:		
Taxes	21,635,375	21,212,105
Licenses & Permits	572,200	573,200
Fines & Forfeitures	262,500	262,500
Miscellaneous Revenues	378,400	378,400
Intergovernmental Revenue	12,594,005	11,180,640
Current Service Charges	1,959,900	1,633,140
Operating Transfers In	5,391,605	5,432,985
Total Revenues	<u>42,793,985</u>	<u>40,672,970</u>
Expenditures by Object:		
Salaries & Wages	2,666,600	2,719,000
Benefits	1,374,805	1,451,890
Operations & Materials	3,649,835	3,408,445
Contractual Services	15,936,375	16,183,680
Debt Service*	3,943,615	3,942,670
Capital Outlay	774,000	200,000
Capital Projects	23,031,000	11,478,000
Operating Transfers Out	5,391,605	5,432,985
Total Expenditures	<u>56,767,835</u>	<u>44,816,670</u>
Ending Fund Balance:	<u>49,461,044</u>	<u>45,317,344</u>

\*Debt Service is for SARDA

# REVENUES BY SOURCE

2015-2016

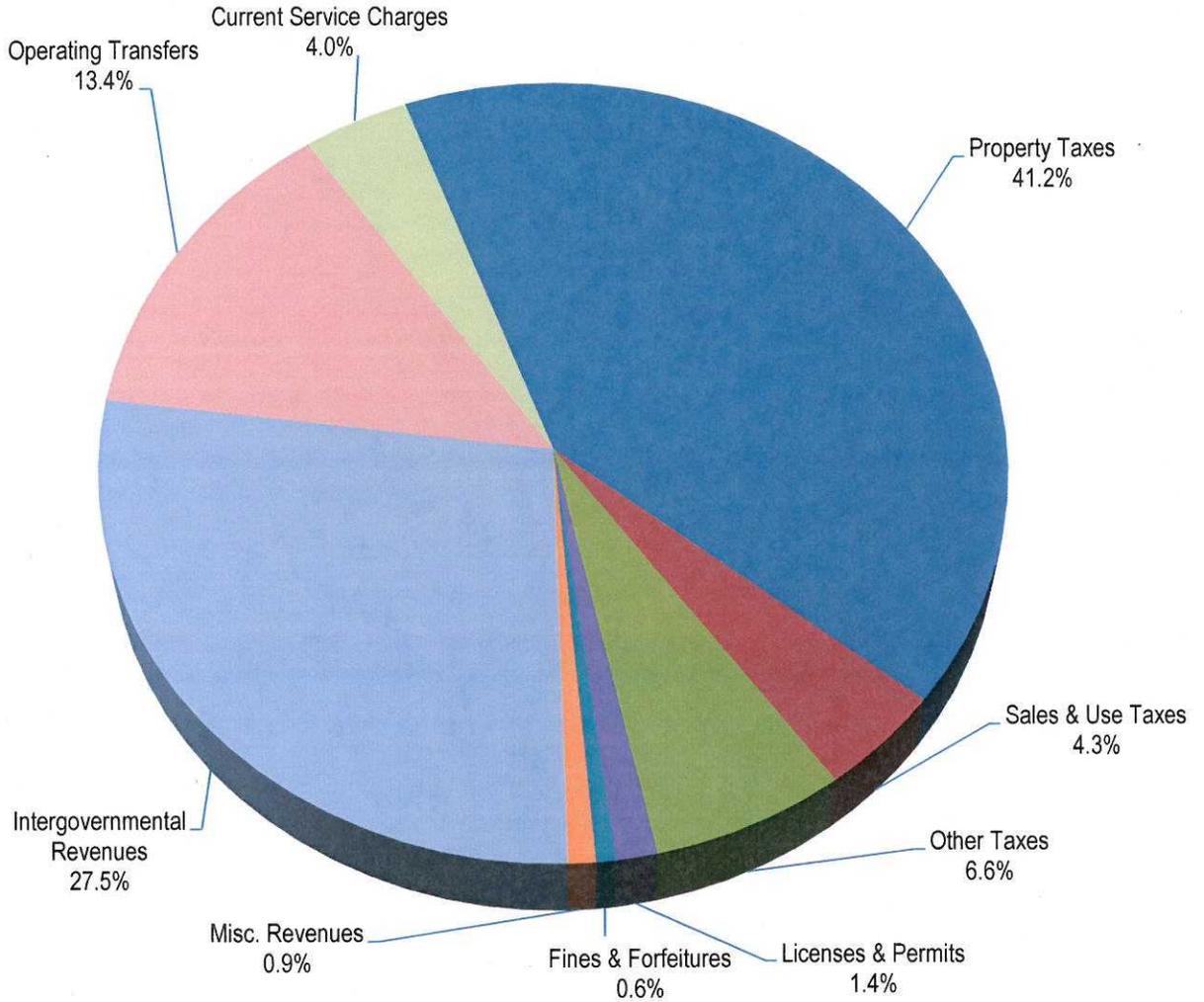


Property Taxes	\$16,460,735
Sales & Use Taxes	1,765,740
Other Taxes	3,408,900
Licenses & Permits	572,200
Fines & Forfeitures	262,500
Misc. Revenues	378,400
Intergovernmental Revenues	12,594,005
Operating Transfers	5,391,605
Current Service Charges	<u>1,959,900</u>
Total	\$42,793,985



# REVENUES BY SOURCE

## 2016-2017



Property Taxes	\$16,761,985
Sales & Use Taxes	1,766,220
Other Taxes	2,683,900
Licenses & Permits	573,200
Fines & Forfeitures	262,500
Misc. Revenues	378,400
Intergovernmental Revenues	11,180,640
Operating Transfers	5,432,985
Current Service Charges	<u>1,633,140</u>
<b>Total</b>	<b>\$40,672,970</b>



## Revenues by Source

Acct #	2012-2013 Actual (Audited)	2013-2014 Actual (Audited)	2014-2015 Adjusted Budget	2014-2015 Year End Estimate	2015-2016 Adopted Budget	2016-2017 Adopted Budget
<b>TAXES:</b>						
7010 SECURED PROPERTY TAX	14,282,289	10,168,790	10,861,110	10,853,360	11,042,755	11,339,920
7020 UNSECURED PROPERTY TAX	208,751	219,596	-	-	-	-
7030 SUPPLEMENTAL SECURED PROPERTY TAX	59,307	123,003	-	-	-	-
7040 SUPPLEMENTAL UNSECURED PROPERTY TAX	4,788	8,591	-	-	-	-
7050 UTILITY UNITARY TAX	63,350	83,189	-	-	-	-
7060 HOMEOWNERS EXEMPTION	67,736	67,456	-	-	-	-
7070 INTEREST, PENALTIES & DELINQUENT	80,938	72,621	-	-	-	-
7075 RESIDUAL BALANCE	-	565,824	45,000	158,855	332,980	337,065
7085 PROPERTY TAX-PARAMEDIC TAX	349,282	354,953	351,000	351,000	350,000	350,000
7090 PROPERTY TAX-VLF	3,737,441	3,853,862	3,780,000	4,050,000	4,100,000	4,100,000
7095 PROPERTY TAX-SALES TAX	577,102	533,411	535,000	605,000	635,000	635,000
7100 SALES & USE TAX	1,643,959	1,639,446	1,668,630	1,668,630	1,765,740	1,766,220
7100 EXTRACTION TAX	258,204	371,475	175,000	375,000	390,000	390,000
7205 TRANSPORTATION TAX-ARTICLE 3	-	83,175	-	50,000	742,000	5,000
7300 TRANSIENT OCCUPANCY TAX	228,490	249,722	210,000	250,000	250,000	250,000
7400 FRANCHISE FEES-GAS	126,388	145,191	155,000	153,800	155,000	155,000
7401 FRANCHISE FEES-ELECTRIC	293,620	300,108	290,000	313,740	290,000	290,000
7402 FRANCHISE FEES-CABLE	440,416	425,792	425,000	425,000	425,000	425,000
7403 FRANCHISE FEES-REFUSE	544,426	556,953	560,000	560,000	560,000	560,000
7404 FRANCHISE FEES-KIOSK SIGNS	765	2,540	4,000	4,000	4,000	4,000
7413 FRANCHISE FEES-REFUSE HHW	66,053	69,619	72,500	72,500	72,500	72,500
7450 BUSINESS LICENSE FEE	144,466	129,111	152,000	135,000	150,000	152,000
7451 MASSAGE PARLOR LICENSE FEE	815	1,245	-	-	-	-
7452 BUSINESS LICENSE-RESIDENTIAL RENTALS	11,450	50,366	-	130,000	270,400	270,400
7460 PROPERTY TRANSFER TAX	96,892	105,414	90,000	90,000	100,000	110,000
<b>TOTAL TAXES</b>	<b>23,286,928</b>	<b>20,181,452</b>	<b>19,374,240</b>	<b>20,245,885</b>	<b>21,635,375</b>	<b>21,212,105</b>
<b>LICENSES &amp; PERMITS:</b>						
7510 ANIMAL LICENSE FEE	62,066	59,686	50,000	50,000	60,000	60,000
7600 BUILDING PERMITS-INSPECTION FEES	375,053	373,834	470,000	325,000	347,200	347,200
7610 BUILDING PERMITS-PLAN CHECK FEES	112,342	135,703	95,000	120,000	155,000	156,000
7620 BUILDING PERMITS-SMIP	2,393	1,419	3,000	2,000	1,000	1,000
7630 BUILDING PERMITS-BSAR FUND	1,402	1,351	1,500	1,500	1,000	1,000
7700 YARD SALE PERMITS	10,317	10,512	7,500	8,500	8,000	8,000
7800 MISCELLANEOUS PERMITS	-	-	-	-	-	-
<b>TOTAL LICENSES &amp; PERMITS</b>	<b>563,573</b>	<b>582,505</b>	<b>627,000</b>	<b>507,000</b>	<b>572,200</b>	<b>573,200</b>
<b>FINES &amp; FORFEITURES:</b>						
8100 VEHICLE CODE FINES-CVC	232,616	356,881	200,000	160,000	160,000	160,000
8150 PARKING CITATIONS	16,556	4,757	17,500	7,000	7,500	7,500
8200 GENERAL FINES	13,997	3,011	22,500	3,500	5,000	5,000
8201 CODE ENFORCEMENT FINES	20,640	61,999	23,000	37,500	60,000	60,000
8202 ADMINISTRATIVE CITATION PROGRAM	38,715	30,395	25,000	30,000	30,000	30,000
8252 BOOKING FEE REIMBURSEMENT	804	257	-	-	-	-
<b>TOTAL FINES &amp; FORFEITURES</b>	<b>323,327</b>	<b>457,301</b>	<b>288,000</b>	<b>238,000</b>	<b>262,500</b>	<b>262,500</b>
<b>MISCELLANEOUS REVENUE:</b>						
8600 INTEREST	206,787	121,106	155,500	110,250	116,800	116,800
8605 REFUSE PENALTIES & INTEREST	11,589	10,159	10,000	7,500	12,500	12,500
8650 PERCENTAGE RENTS	120,601	122,441	55,000	90,000	120,000	120,000
8700 BUILDING RENTAL	-	-	-	-	-	-
8705 LAND RENTAL	38,540	49,756	73,500	65,000	100,000	100,000
8730 SALE OF LAND	-	-	-	-	-	-
8800 BOND PROCEEDS	-	-	-	-	-	-

## Revenues by Source

Acct #	2012-2013 Actual (Audited)	2013-2014 Actual (Audited)	2014-2015 Adjusted Budget	2014-2015 Year End Estimate	2015-2016 Adopted Budget	2016-2017 Adopted Budget
8820	-	-	-	-	-	-
8850	130,000	-	-	-	-	-
8900	50,970	531,945	31,880	40,505	20,600	20,600
8905	21,929	4,400	-	-	-	-
8910	5,950	10,655	8,500	4,640	8,500	8,500
8915	-	-	-	-	-	-
8925	357,606	-	-	-	-	-
<b>TOTAL MISCELLANEOUS REVENUE</b>	<b>943,973</b>	<b>850,461</b>	<b>334,380</b>	<b>317,895</b>	<b>378,400</b>	<b>378,400</b>
<b>INTERGOVERNMENTAL REVENUE:</b>						
9010	27,509	22,878	-	22,140	-	-
9050	-	-	-	-	-	-
9100	171,606	176,644	175,000	175,000	166,940	169,940
9110	380,475	388,865	375,000	375,000	427,200	431,200
9120	7,500	7,500	7,500	7,500	7,500	7,500
9131	846,440	803,415	685,000	685,000	785,000	785,000
9135	814,663	33,159	843,000	-	636,000	913,000
9140	232,190	363,499	255,000	255,000	311,705	314,705
9145	421,599	744,637	760,000	630,000	271,060	274,060
9200	-	-	-	-	-	-
9210	280,769	2,290,734	913,500	1,978,362	2,411,500	190,500
9215	-	-	-	-	1,000,000	-
9225	7,796,358	2,491,668	444,000	560,815	4,272,000	7,371,000
9226	-	-	-	-	-	-
9230	-	-	-	-	-	-
9300	169,664	530,081	733,280	733,280	873,600	204,235
9312	-	9,273	-	-	29,000	-
9313	128,544	-	-	-	-	-
9314	-	208,029	162,000	-	14,000	186,000
9317	64,736	66,858	58,000	60,000	60,000	60,000
9318	-	-	-	-	331,000	-
9319	-	1,369,001	-	-	729,000	-
9320	-	-	-	-	-	-
9321	-	-	-	-	-	-
9322	37,000	-	-	-	-	-
9323	-	-	-	-	-	-
9325	42,559	12,494	55,000	-	-	-
9326	-	-	-	-	-	-
9327	-	-	-	-	-	-
9335	39,703	15,384	20,000	7,970	20,000	20,000
9345	-	-	-	-	-	-
9350	100,021	100,026	100,500	100,500	100,500	100,500
9355	-	-	-	-	-	-
9360	17,926	17,791	18,000	18,000	18,000	18,000
9365	-	-	-	-	-	-
9380	-	-	5,000	-	5,000	5,000
9385	-	-	250,000	-	-	-
9400	-	35,613	-	-	-	-
9410	87,484	92,268	95,000	95,000	125,000	130,000
<b>TOTAL INTERGOVERNMENTAL REVENUE</b>	<b>11,666,746</b>	<b>9,779,816</b>	<b>5,954,780</b>	<b>5,703,567</b>	<b>12,594,005</b>	<b>11,180,640</b>
<b>CURRENT SERVICE CHARGES:</b>						
9510	-	-	-	-	-	-
9511	5,000	-	-	-	-	-
9512	-	3,535	-	-	-	-

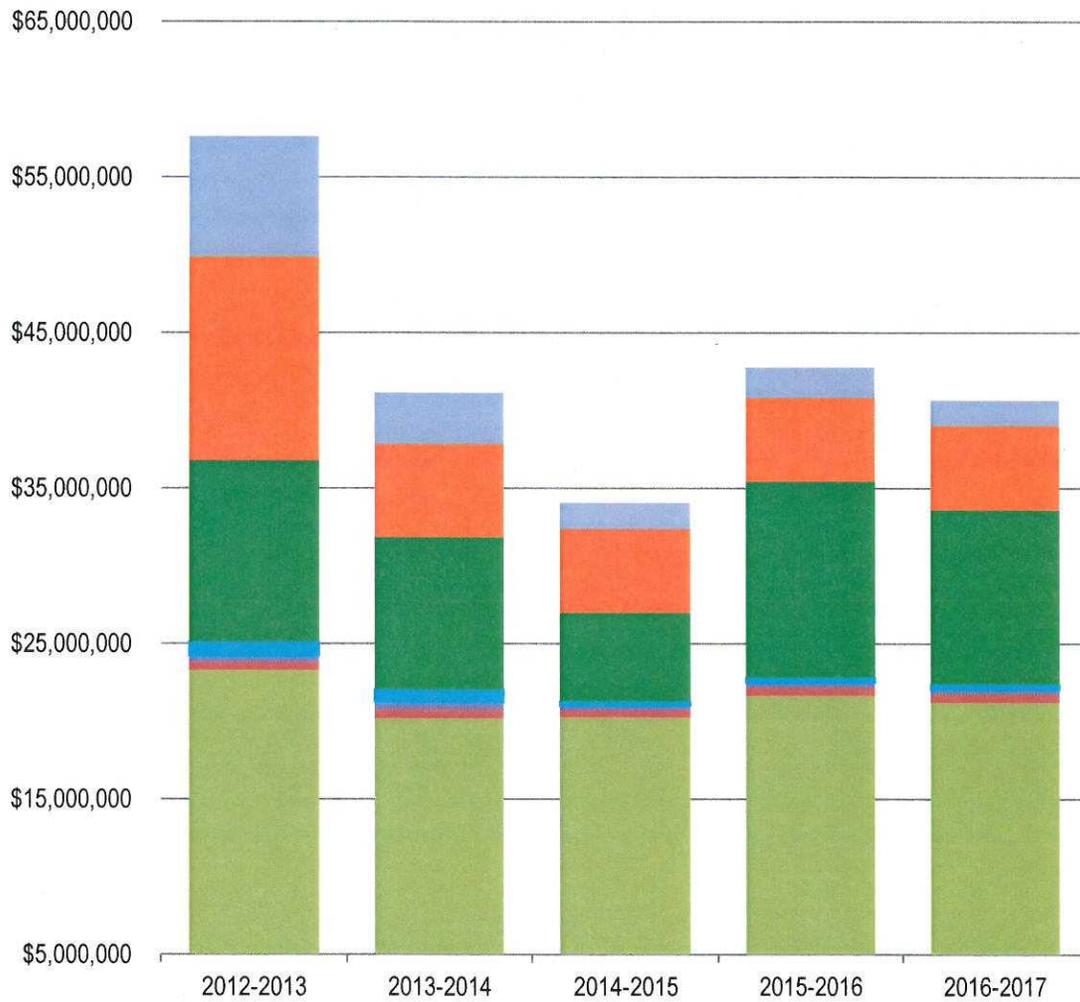
## Revenues by Source

Acct #	2012-2013 Actual (Audited)	2013-2014 Actual (Audited)	2014-2015 Adjusted Budget	2014-2015 Year End Estimate	2015-2016 Adopted Budget	2016-2017 Adopted Budget
9513	23,631	22,500	-	28,000	-	-
9514	40,085	43,900	-	37,500	-	-
9515	-	-	-	-	-	-
9516	1,840	5,520	-	-	-	-
9517	164,154	192,621	400,000	110,000	250,000	140,000
9518	1,405	25	-	-	-	-
9519	1,520	2,425	-	-	-	-
9520	110,770	65,831	-	70,000	-	-
9521	85,120	80,204	250,000	25,000	148,000	148,000
9522	-	-	-	-	-	-
9523	1,878	2,122	-	1,600	-	-
9524	9,170	3,705	-	1,650	1,500	1,500
9525	13,218	755	17,500	1,250	1,500	1,500
9526	170,659	177,145	167,500	167,500	169,000	169,000
9527	497,907	550,912	443,400	443,400	452,270	461,315
9528	46	-	-	-	-	-
9529	450	465	-	-	-	-
9531	294	305	-	-	-	-
9532	2,560	2,840	2,000	2,000	2,000	2,000
9534	75,830	71,238	75,000	70,000	75,000	75,000
9536	1,420	1,534	1,500	500	1,500	1,500
9537	-	-	-	-	-	-
9538	7,440	3,570	7,500	4,000	2,500	2,500
9540	8,282	7,497	8,000	1,250	8,000	8,000
9543	9,777	9,968	10,000	10,000	10,000	10,000
9545	150	-	-	-	-	-
9546	-	-	-	-	-	-
9550	1,360	-	-	-	-	-
9598	-	-	-	-	253,420	10,875
9599	513,145	368,351	552,695	552,695	443,210	459,950
9620	-	4	-	-	-	-
9630	4,241	4,490	5,000	1,500	1,500	1,500
9631	312	281	-	500	500	500
9632	39,525	45,000	45,000	37,000	40,000	40,000
9633	120	210	-	-	-	-
9635	60	40	-	-	-	-
9640	-	-	-	-	-	-
9647	28,386	-	-	-	-	-
9648	26,021	47,000	-	-	-	-
9651	18,762	31,414	-	-	-	-
9653	18,000	-	-	-	-	-
9700	17,645	4,379	-	-	-	-
9701	115,203	8,115	-	-	-	-
9702	35,334	12,135	-	-	-	-
9703	70,388	8,028	-	-	-	-
9710	-	-	100,000	120,000	100,000	100,000
9711	17,341	1,978	-	-	-	-
9712	220,609	107,002	-	-	-	-
9713	24,456	7,844	-	-	-	-
9714	21,613	2,465	-	-	-	-
9715	28,015	11,383	-	-	-	-
9716	63,958	25,923	-	-	-	-
9717	62,866	25,476	-	-	-	-
9718	623,246	188,822	-	-	-	-
9720	90,000	3,750	-	-	-	-

## Revenues by Source

Acct #	2012-2013 Actual (Audited)	2013-2014 Actual (Audited)	2014-2015 Adjusted Budget	2014-2015 Year End Estimate	2015-2016 Adopted Budget	2016-2017 Adopted Budget
9840	-	-	-	-	-	-
9850	-	-	-	-	-	-
9900	4,448,384	1,146,087	-	-	-	-
9901	3,826,779	33,428	128,005	38,890	52,520	53,805
9904	1,897,935	-	-	-	-	-
9905	-	-	-	-	-	-
9907	61,685	-	-	-	-	-
9908	-	-	-	-	-	-
9918	-	-	-	-	-	-
9923	1,732,269	-	-	-	-	-
9927	46,816	-	-	-	-	-
9928	10,000	10,000	10,000	10,000	-	-
9929	665,330	665,139	1,119,845	1,119,845	1,257,080	1,295,010
9930	138,370	-	-	-	-	-
9970	-	-	-	-	-	-
9982	2,730,954	4,149,236	4,220,610	4,220,610	4,082,005	4,084,170
9987	53,654	-	-	-	-	-
9989	1,953,036	1,146,087	-	-	-	-
	<b>TOTAL CURRENT SERVICE CHARGES</b>	<b>20,838,422</b>	<b>9,302,687</b>	<b>7,563,555</b>	<b>7,074,690</b>	<b>7,351,505</b>
	<b>GRAND TOTAL</b>	<b>57,622,970</b>	<b>41,154,222</b>	<b>34,141,955</b>	<b>34,087,037</b>	<b>42,793,985</b>
		<b>40,672,970</b>				

# REVENUES BY SOURCE HISTORY

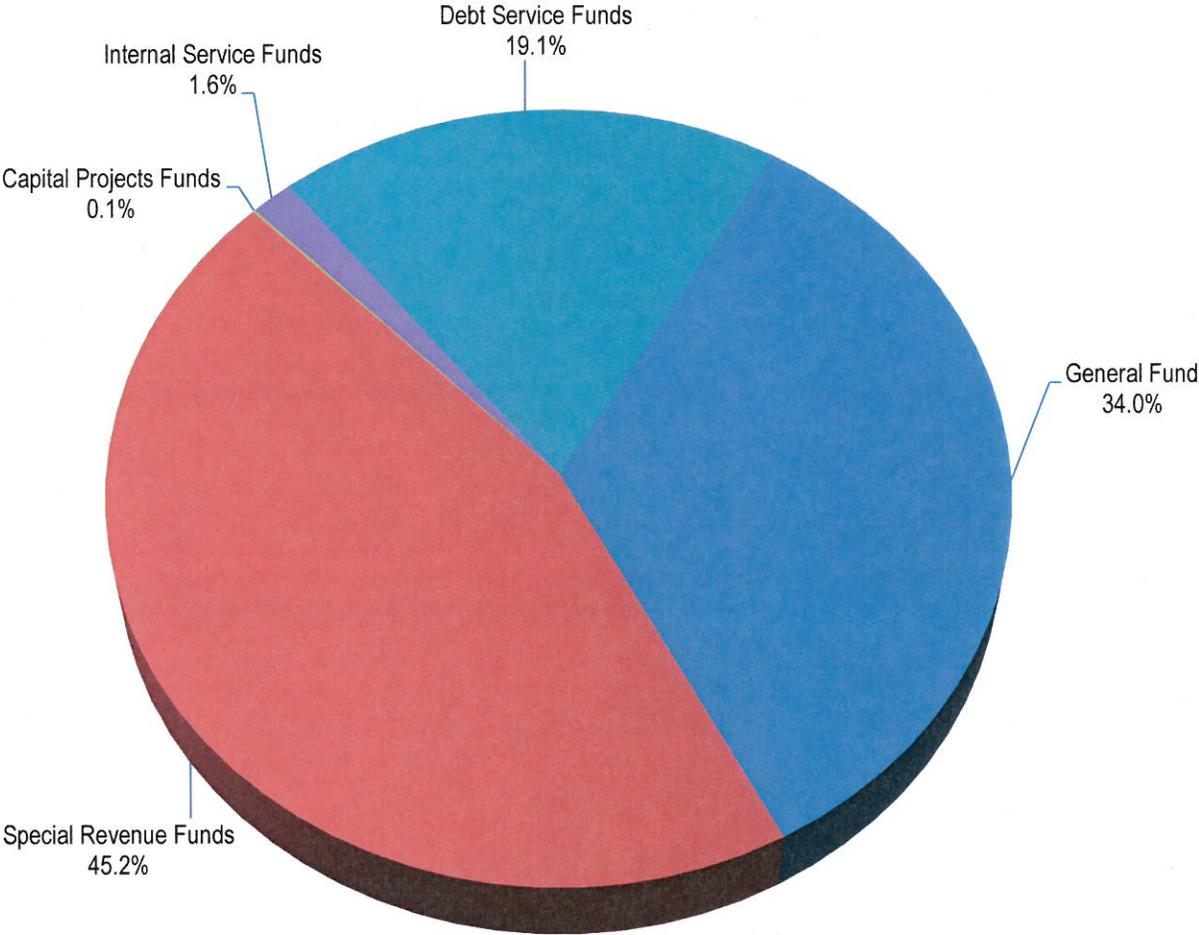


	<u>2012-2013</u>	<u>2013-2014</u>	<u>2014-2015</u>	<u>2015-2016</u>	<u>2016-2017</u>
Taxes	23,286,928	20,181,452	20,245,885	21,635,375	21,212,105
Licenses & Permits	563,573	582,505	507,000	572,200	573,200
Fines & Forfeitures	323,327	457,301	238,000	262,500	262,500
Misc. Revenue	943,973	850,461	317,895	378,400	378,400
Intergovernmental Rev.	11,666,746	9,779,816	5,703,567	12,594,005	11,180,640
Operating Transfers	13,116,828	6,003,890	5,389,345	5,391,605	5,432,985
Current Service Charges	7,721,594	3,298,797	1,685,345	1,959,900	1,633,140
<b>Total</b>	<b>\$57,622,969</b>	<b>\$41,154,222</b>	<b>\$34,087,037</b>	<b>\$42,793,985</b>	<b>\$40,672,970</b>



# REVENUES BY FUND

2015-2016

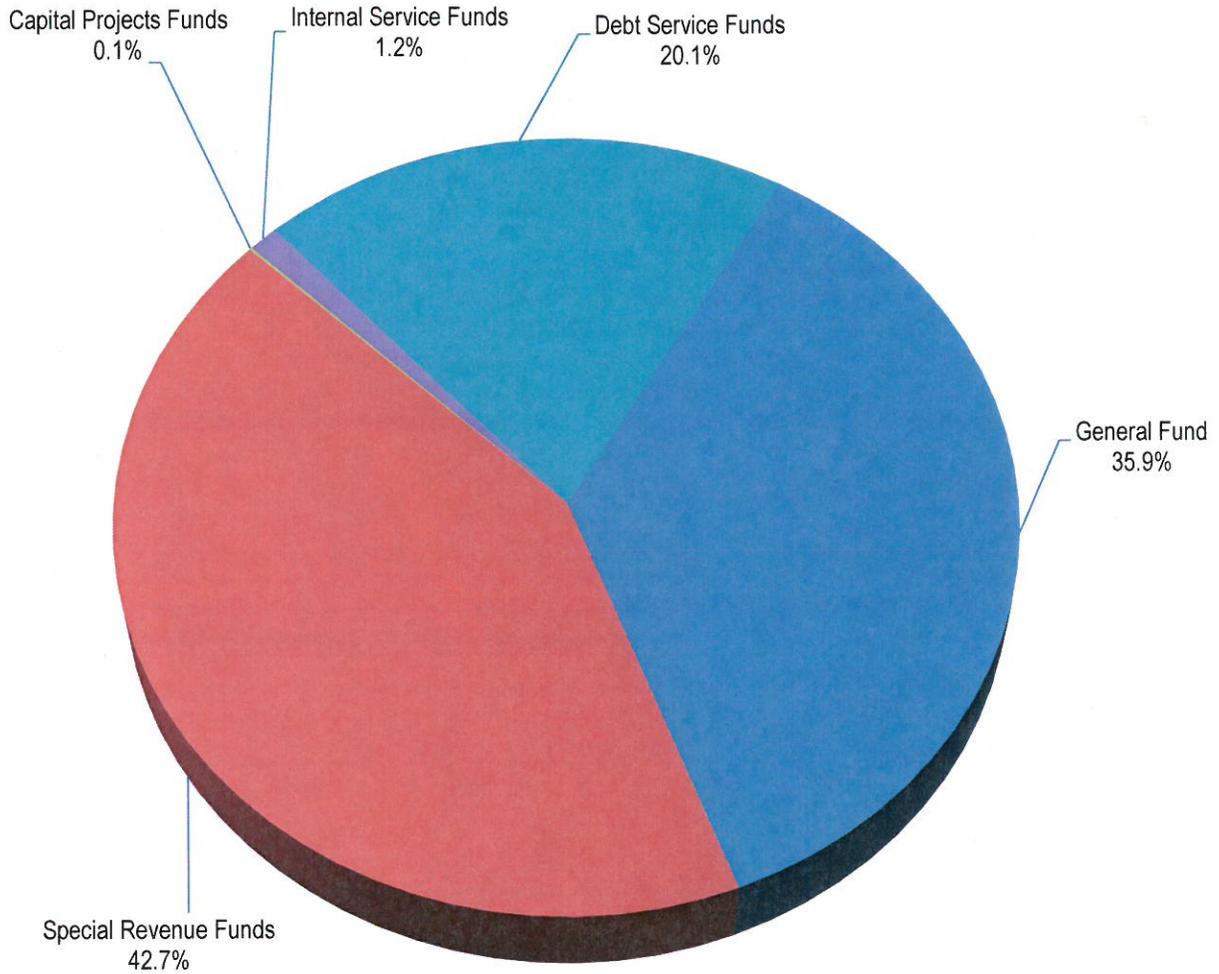


General Fund	\$14,536,705
Special Revenue Funds	19,358,040
Capital Projects Funds	38,600
Internal Service Funds	696,630
Debt Service Funds	<u>8,164,010</u>
Total	\$42,793,985



# REVENUES BY FUND

## 2016-2017



General Fund	\$14,609,800
Special Revenue Funds	17,385,405
Capital Projects Funds	38,600
Internal Service Funds	470,825
Debt Service Funds	<u>8,168,340</u>
Total	\$40,672,970



# General Fund

Acct #	General Fund-001	2012-2013 Actual (Audited)	2013-2014 Actual (Audited)	2014-2015 Adjusted Budget	2014-2015 Year End Estimate	2015-2016 Adopted Budget	2016-2017 Adopted Budget
<b>TAXES:</b>							
7010	SECURED PROPERTY TAX	6,285,264	2,938,046	3,520,000	3,440,000	3,656,250	3,826,865
7020	UNSECURED PROPERTY TAX	121,765	128,090	-	-	-	-
7030	SUPPLEMENTAL SECURED PROPERTY TAX	34,594	71,747	-	-	-	-
7040	SUPPLEMENTAL UNSECURED PROPERTY TAX	2,793	5,011	-	-	-	-
7050	UTILITY UNITARY TAX	36,952	48,524	-	-	-	-
7060	HOMEOWNERS EXEMPTION	67,736	67,456	-	-	-	-
7070	INTEREST, PENALTIES & DELINQUENT	47,211	42,360	-	-	-	-
7075	RESIDUAL BALANCE	-	330,045	45,000	92,660	196,615	196,615
7090	PROPERTY TAX-VEHICLE LICENSE FEE	3,737,441	3,853,862	3,780,000	4,050,000	4,100,000	4,100,000
7095	PROPERTY TAX-SALES TAX	577,102	533,411	535,000	605,000	635,000	635,000
7100	SALES & USE TAX	1,643,959	1,639,446	1,668,630	1,668,630	1,765,740	1,766,220
7110	EXTRACTION TAX	258,204	371,475	175,000	375,000	390,000	390,000
7300	TRANSIENT OCCUPANCY TAX	228,490	249,722	210,000	250,000	250,000	250,000
7400	FRANCHISE FEES-GAS	126,388	145,191	155,000	153,800	155,000	155,000
7401	FRANCHISE FEES-ELECTRIC	293,620	300,108	290,000	313,740	290,000	290,000
7402	FRANCHISE FEES-CABLE	440,416	425,792	425,000	425,000	425,000	425,000
7403	FRANCHISE FEES-REFUSE	544,426	556,953	560,000	560,000	560,000	560,000
7404	FRANCHISE FEES-KIOSK SIGNS	765	2,540	4,000	4,000	4,000	4,000
7413	FRANCHISE FEES-REFUSE HOUSEHOLD HAZ. WASTE	66,053	69,619	72,500	72,500	72,500	72,500
7450	BUSINESS LICENSE FEE	144,466	129,111	152,000	135,000	150,000	152,000
7451	MASSAGE PARLOR LICENSE FEE	815	1,245	-	-	-	-
7452	BUSINESS LICENSE-RESIDENTIAL RENTALS	11,450	50,366	-	130,000	270,400	270,400
7460	PROPERTY TRANSFER TAX	96,892	105,414	90,000	90,000	100,000	110,000
	<b>TOTAL TAXES</b>	<b>14,766,801</b>	<b>12,065,534</b>	<b>11,682,130</b>	<b>12,365,330</b>	<b>13,020,505</b>	<b>13,203,600</b>
<b>LICENSES &amp; PERMITS:</b>							
7510	ANIMAL LICENSE FEE	62,066	59,686	50,000	50,000	60,000	60,000
7600	BUILDING PERMITS-INSPECTION FEES	349,487	342,092	435,000	310,000	327,200	327,200
7610	BUILDING PERMITS-PLAN CHECK FEES	100,134	119,784	80,000	110,000	140,000	140,000
7620	BUILDING PERMITS-SMIP	2,393	1,419	3,000	2,000	1,000	1,000
7630	BUILDING PERMITS-BSAR FUND	1,402	1,351	1,500	1,500	1,000	1,000
7700	YARD SALE PERMITS	10,317	10,512	7,500	8,500	8,000	8,000
7800	MISCELLANEOUS PERMITS	-	-	-	-	-	-
	<b>TOTAL LICENSES &amp; PERMITS</b>	<b>525,799</b>	<b>534,843</b>	<b>577,000</b>	<b>482,000</b>	<b>537,200</b>	<b>537,200</b>
<b>FINES &amp; FORFEITURES:</b>							
8150	PARKING CITATIONS	16,556	4,757	17,500	7,000	7,500	7,500
8160	ADMINISTRATIVE HEARING FEE	-	-	-	-	-	-
8200	GENERAL FINES	13,997	3,011	22,500	3,500	5,000	5,000
8201	CODE ENFORCEMENT FINES	20,640	61,999	23,000	37,500	60,000	60,000
8202	ADMINISTRATIVE CITATION PROGRAM	38,715	30,395	25,000	30,000	30,000	30,000
8252	BOOKING FEE REIMBURSEMENT	804	257	-	-	-	-
	<b>TOTAL FINES &amp; FORFEITURES</b>	<b>90,711</b>	<b>100,420</b>	<b>88,000</b>	<b>78,000</b>	<b>102,500</b>	<b>102,500</b>
<b>MISCELLANEOUS REVENUE:</b>							
8600	INTEREST	18,149	10,160	15,000	5,000	10,000	10,000
8605	REFUSE PENALTIES & INTEREST	11,589	10,159	10,000	7,500	12,500	12,500
8700	BUILDING RENTAL	-	-	-	-	-	-
8710	LAND RENTAL	38,540	49,756	73,500	65,000	100,000	100,000
8820	GAIN ON INVESTMENTS	-	-	-	-	-	-
8850	PROCEEDS FROM NOTE	130,000	-	-	-	-	-
8900	MISCELLANEOUS	6,205	424,559	5,000	4,000	5,000	5,000
8910	VOLUNTEER DONATIONS	5,950	10,655	8,500	4,640	8,500	8,500
	<b>TOTAL MISCELLANEOUS REVENUE</b>	<b>210,433</b>	<b>505,289</b>	<b>112,000</b>	<b>86,140</b>	<b>136,000</b>	<b>136,000</b>

# General Fund

Acct #	General Fund-001	2012-2013 Actual (Audited)	2013-2014 Actual (Audited)	2014-2015 Adjusted Budget	2014-2015 Year End Estimate	2015-2016 Adopted Budget	2016-2017 Adopted Budget
<b>INTERGOVERNMENTAL REVENUE:</b>							
9010	MOTOR VEHICLE IN-LIEU TAX	27,509	22,878	-	22,140	-	-
9050	BOOKING FEE REIMBURSEMENT	-	34,666	-	-	-	-
9210	STATE-OTHER	15,125	12,494	14,500	14,362	14,500	14,500
9220	STATE-PARK GRANTS	-	-	-	-	-	-
9325	ARTICLE 19 WDA	42,559	-	55,000	-	-	-
9327	HEALTHY CITY GRANT	-	-	-	-	-	-
9335	SB 90 STATE MANDATE REIMBURSEMENTS	39,703	15,384	20,000	7,970	20,000	20,000
9380	SAN BERNARDINO UNIFIED SCHOOL DISTRICT	-	-	5,000	-	5,000	5,000
9385	SUCCESSOR AGENCY REIMBURSEMENT	-	-	250,000	-	-	-
	<b>TOTAL INTERGOVERNMENTAL REVENUE</b>	<b>124,896</b>	<b>85,422</b>	<b>344,500</b>	<b>44,472</b>	<b>39,500</b>	<b>39,500</b>
<b>CURRENT SERVICE CHARGES:</b>							
9510	PLANNING FEES-ZONING/GENERAL PLAN AMENDMENT	-	-	-	-	-	-
9511	PLANNING FEES-TENTATIVE PARCEL MAP	5,000	-	-	-	-	-
9512	PLANNING FEES-MINOR/MAJOR VARIANCE	-	3,535	-	-	-	-
9513	PLANNING FEES-DESIGN REVIEW	23,631	22,500	-	28,000	-	-
9514	PLANNING FEES-CONDITIONAL USE PERMIT	40,085	43,900	-	37,500	-	-
9515	PLANNING FEES-TENTATIVE TRACT MAP	-	-	-	-	-	-
9516	PLANNING FEES-LOT LINE ADJUSTMENT	1,840	5,520	-	-	-	-
9517	PLANNING FEES-OTHER	164,154	192,621	400,000	110,000	250,000	140,000
9518	PLANNING FEES-APPEALS/HEARINGS	1,405	25	-	-	-	-
9519	PLANNING FEES-TEMPORARY OCCUPANCY PERMIT	1,520	2,425	-	-	-	-
9520	ENGINEERING FEES-PLAN CHECKS	110,770	65,831	-	70,000	-	-
9521	ENGINEERING FEES-INSPECTIONS	85,120	80,204	250,000	25,000	148,000	148,000
9522	ENGINEERING FEES-STREET OPENING PERMITS	-	-	-	-	-	-
9523	ENGINEERING FEES-OTHER	1,878	2,122	-	1,600	-	-
9524	NPDES INSPECTIONS	9,170	3,705	-	1,650	1,500	1,500
9525	PARK FEES	13,218	755	17,500	1,250	1,500	1,500
9526	POLICE DEPARTMENT FEES	170,659	177,145	167,500	167,500	169,000	169,000
9528	CITATION SIGN OFF FEES	46	-	-	-	-	-
9529	REPOSSESSION RELEASE FEES	450	465	-	-	-	-
9531	WITNESS FEES	294	305	-	-	-	-
9532	SELF HAULER FEES	2,560	2,840	2,000	2,000	2,000	2,000
9534	DELINQUENT REFUSE ADMIN	75,830	71,238	75,000	70,000	75,000	75,000
9536	LIVESCAN SERVICE FEES	1,420	1,534	1,500	500	1,500	1,500
9538	FORECLOSURE REGISTRATION FEES	7,440	3,570	7,500	4,000	2,500	2,500
9540	RECORDATION OF DOCUMENT FEES	8,282	7,497	8,000	1,250	8,000	8,000
9545	FALSE ALARM FEES	150	-	-	-	-	-
9550	CANDIDATES STATEMENT DEPOSIT	1,360	-	-	-	-	-
9620	SALE OF MAPS	-	4	-	-	-	-
9630	SALE OF MISCELLANEOUS COPIES	4,241	4,490	5,000	1,500	1,500	1,500
9631	POLICE STATION REPORTS	312	281	-	500	500	500
9632	VEHICLE STORAGE FEES	39,525	45,000	45,000	37,000	40,000	40,000
9633	NOTARY FEES	120	210	-	-	-	-
9635	RETURNED CHECK CHARGE FEES	60	40	-	-	-	-
9840	PROCEEDS FROM NOTES PAYABLE	-	-	-	-	-	-
9904	OPERATING TRANSFER IN-GAS TAX	1,897,935	-	-	-	-	-
9928	OPERATING TRANSFER IN-PARAMEDIC DEPARTMENT	10,000	10,000	10,000	10,000	-	-
9929	OPERATING TRANSFER IN-FIRE DEPARTMENT	10,000	10,000	10,000	10,000	-	-
9989	OPERATING TRANSFER IN-SARDA DEBT SERVICE	1,953,036	-	-	-	-	-
	<b>TOTAL CURRENT SERVICE CHARGES</b>	<b>4,641,510</b>	<b>757,763</b>	<b>999,000</b>	<b>579,250</b>	<b>701,000</b>	<b>591,000</b>
<b>TOTAL GENERAL FUND</b>		<b>20,360,151</b>	<b>14,049,272</b>	<b>13,802,630</b>	<b>13,635,192</b>	<b>14,536,705</b>	<b>14,609,800</b>

## Traffic Safety

Acct #	Traffic Safety-002	2012-2013 Actual (Audited)	2013-2014 Actual (Audited)	2014-2015 Adjusted Budget	2014-2015 Year End Estimate	2015-2016 Adopted Budget	2016-2017 Adopted Budget
<b>FINES &amp; FORFEITURES:</b>							
8100	VEHICLE CODE FINES-CVC	232,616	356,881	200,000	160,000	160,000	160,000
	<b>TOTAL FINES &amp; FORFEITURES</b>	<b>232,616</b>	<b>356,881</b>	<b>200,000</b>	<b>160,000</b>	<b>160,000</b>	<b>160,000</b>
<b>MISCELLANEOUS REVENUE:</b>							
8600	INTEREST	755	973	1,500	750	750	750
	<b>TOTAL MISCELLANEOUS REVENUE</b>	<b>755</b>	<b>973</b>	<b>1,500</b>	<b>750</b>	<b>750</b>	<b>750</b>
<b>TOTAL TRAFFIC SAFETY</b>		<b>233,371</b>	<b>357,854</b>	<b>201,500</b>	<b>160,750</b>	<b>160,750</b>	<b>160,750</b>

## Gas Tax

Acct #	Gas Tax-004	2012-2013 Actual (Audited)	2013-2014 Actual (Audited)	2014-2015 Adjusted Budget	2014-2015 Year End Estimate	2015-2016 Adopted Budget	2016-2017 Adopted Budget
<b>MISCELLANEOUS REVENUE:</b>							
8600	INTEREST	6,199	3,601	5,000	3,500	5,000	5,000
8900	MISCELLANEOUS	525	12,132	-	2,225	-	-
	<b>TOTAL MISCELLANEOUS REVENUE</b>	<b>6,724</b>	<b>15,733</b>	<b>5,000</b>	<b>5,725</b>	<b>5,000</b>	<b>5,000</b>
<b>INTERGOVERNMENTAL REVENUE:</b>							
9100	GAS TAX-2106	171,606	176,644	175,000	175,000	166,940	169,940
9110	GAS TAX-2107	380,475	388,865	375,000	375,000	427,200	431,200
9120	GAS TAX-2107.5	7,500	7,500	7,500	7,500	7,500	7,500
9135	SANBAG	12,690	-	-	-	-	-
9140	GAS TAX-2105	232,190	363,499	255,000	255,000	311,705	314,705
9145	GAS TAX-2103	421,599	744,637	760,000	630,000	271,060	274,060
9225	FEDERAL GRANT	-	53,961	-	-	-	-
9319	EVWD PROJECT REIMBURSEMENT	-	-	-	-	-	-
9320	PROP 42	-	-	-	-	-	-
9323	PROP 1B	-	-	-	-	-	-
	<b>TOTAL INTERGOVERNMENTAL REVENUE</b>	<b>1,226,060</b>	<b>1,735,106</b>	<b>1,572,500</b>	<b>1,442,500</b>	<b>1,184,405</b>	<b>1,197,405</b>
<b>CURRENT SERVICE CHARGES:</b>							
9930	OPERATING TRANSFER IN-MAJOR GRANTS FUN	125,192	-	-	-	-	-
9987	OPERATING TRANSFER IN-SARDA BOND PROCEEDS	53,654	-	-	-	-	-
	<b>TOTAL CURRENT SERVICE CHARGES</b>	<b>178,846</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>TOTAL GAS TAX</b>		<b>1,411,630</b>	<b>1,750,839</b>	<b>1,577,500</b>	<b>1,448,225</b>	<b>1,189,405</b>	<b>1,202,405</b>

## Article 3

Acct #	Article 3-005	2012-2013 Actual (Audited)	2013-2014 Actual (Audited)	2014-2015 Adjusted Budget	2014-2015 Year End Estimate	2015-2016 Adopted Budget	2016-2017 Adopted Budget
<b>TAXES:</b>							
7205	TRANSPORTATION TAX-ARTICLE 3	-	-	-	50,000	742,000	5,000
	<b>TOTAL TAXES</b>	-	-	-	<b>50,000</b>	<b>742,000</b>	<b>5,000</b>
	<b>TOTAL ARTICLE 3</b>	-	-	-	<b>50,000</b>	<b>742,000</b>	<b>5,000</b>

## Community Development Block Grant

Acct #	Community Development Block Grant-006	2012-2013 Actual (Audited)	2013-2014 Actual (Audited)	2014-2015 Adjusted Budget	2014-2015 Year End Estimate	2015-2016 Adopted Budget	2016-2017 Adopted Budget
<b>INTERGOVERNMENTAL REVENUE:</b>							
9300	COMMUNITY DEVELOPMENT BLOCK GRANT	169,664	530,081	733,280	733,280	873,600	204,235
	<b>TOTAL INTERGOVERNMENTAL REVENUE</b>	<b>169,664</b>	<b>530,081</b>	<b>733,280</b>	<b>733,280</b>	<b>873,600</b>	<b>204,235</b>
	<b>TOTAL CDBG</b>	<b>169,664</b>	<b>530,081</b>	<b>733,280</b>	<b>733,280</b>	<b>873,600</b>	<b>204,235</b>

## Development Impact Fees

Acct #	Development Impact Fees-007	2012-2013 Actual (Audited)	2013-2014 Actual (Audited)	2014-2015 Adjusted Budget	2014-2015 Year End Estimate	2015-2016 Adopted Budget	2016-2017 Adopted Budget
<b>MISCELLANEOUS REVENUE:</b>							
8600	INTEREST	15,173	6,986	20,000	6,000	20,000	20,000
8900	MISCELLANEOUS REVENUE	-	-	-	-	-	-
	<b>TOTAL MISCELLANEOUS REVENUE</b>	<b>15,173</b>	<b>6,986</b>	<b>20,000</b>	<b>6,000</b>	<b>20,000</b>	<b>20,000</b>
<b>INTERGOVERNMENTAL REVENUE:</b>							
9132	SANBAG	59,559	33,159	-	-	-	-
9210	STATE-OTHER	-	-	-	-	-	-
9225	FEDERAL GRANT	-	-	-	-	-	-
9321	S.B. CO. FLOOD CONTROL PROJECT REIMBURSEMENT	-	-	-	-	-	-
	<b>TOTAL INTERGOVERNMENTAL REVENUE</b>	<b>59,559</b>	<b>33,159</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>CURRENT SERVICE CHARGES:</b>							
9700	DEV IMPACT FEES-POLICE FACILITIES	17,645	4,379	-	-	-	-
9701	DEV IMPACT FEES-FIRE FACILITIES	115,203	8,115	-	-	-	-
9702	DEV IMPACT FEES-GENERAL FACILITIES	35,334	12,135	-	-	-	-
9703	DEV IMPACT FEES-PARKS & RECREATION FACILITIES	70,388	8,028	-	-	-	-
9704	DEV IMPACT FEES-STORM DRAIN FACILITIES	-	-	-	-	-	-
9706	DEV IMPACT FEES-TRAFFIC CONTROL FACILITIES	-	-	-	-	-	-
9710	DEV IMPACT FEES-UNALLOCATED FACILITIES	-	-	100,000	120,000	100,000	100,000
9711	DEV IMPACT FEES-LIBRARY FACILITIES	17,341	1,978	-	-	-	-
9712	DEV IMPACT FEES-LOCAL CIRCULATION	220,609	107,002	-	-	-	-
9713	DEV IMPACT FEES-REGIONAL FLOOD	24,456	7,844	-	-	-	-
9714	DEV IMPACT FEES-PUBLIC USE	21,613	2,465	-	-	-	-
9715	DEV IMPACT FEES-REGIONAL CIRC DEL ROSA	28,015	11,383	-	-	-	-
9716	DEV IMPACT FEES-REGIONAL CIRC BASE LINE	63,958	25,923	-	-	-	-
9717	DEV IMPACT FEES-REGIONAL CIRC FIFTH STREET	62,866	25,476	-	-	-	-
9718	DEV IMPACT FEES-REGIONAL ARTERIALS	623,246	188,822	-	-	-	-
9927	OPERATING TRANSFER IN-GRANTS FUND	46,816	-	-	-	-	-
	<b>TOTAL CURRENT SERVICE CHARGES</b>	<b>1,347,490</b>	<b>403,551</b>	<b>100,000</b>	<b>120,000</b>	<b>100,000</b>	<b>100,000</b>
<b>TOTAL DEVELOPMENT IMPACT FEES</b>		<b>1,422,222</b>	<b>443,696</b>	<b>120,000</b>	<b>126,000</b>	<b>120,000</b>	<b>120,000</b>

## Developer Fees

Acct #	Developer Fees-008	2012-2013 Actual (Audited)	2013-2014 Actual (Audited)	2014-2015 Adjusted Budget	2014-2015 Year End Estimate	2015-2016 Adopted Budget	2016-2017 Adopted Budget
<b>MISCELLANEOUS REVENUE:</b>							
8600	INTEREST	7,771	7,631	9,000	6,000	9,000	9,000
8900	MISCELLANEOUS REVENUE	-	-	-	-	-	-
	<b>TOTAL MISCELLANEOUS REVENUE</b>	<b>7,771</b>	<b>7,631</b>	<b>9,000</b>	<b>6,000</b>	<b>9,000</b>	<b>9,000</b>
<b>CURRENT SERVICE CHARGES:</b>							
9543	MICROFILM FEES	9,777	9,968	10,000	10,000	10,000	10,000
9640	DEVELOPER FEES-BASE LINE	-	-	-	-	-	-
9647	DEVELOPER FEES-STREETS/TREES	28,386	-	-	-	-	-
9648	DEVELOPER FEES-SIGNALS	26,021	47,000	-	-	-	-
9650	DEVELOPER FEES-BLED SOE CREEK	-	-	-	-	-	-
9651	DEVELOPER FEES-MEDIAN	18,762	31,414	-	-	-	-
9653	DEVELOPER FEES-UNDERGROUND UTILITIES	18,000	-	-	-	-	-
9720	INCLUSIONARY HOUSING	90,000	3,750	-	-	-	-
9901	OPERATING TRANSFER IN-GENERAL FUND	49,110	-	-	-	-	-
	<b>TOTAL CURRENT SERVICE CHARGES</b>	<b>240,056</b>	<b>92,132</b>	<b>10,000</b>	<b>10,000</b>	<b>10,000</b>	<b>10,000</b>
	<b>TOTAL DEVELOPER FEES</b>	<b>247,827</b>	<b>99,763</b>	<b>19,000</b>	<b>16,000</b>	<b>19,000</b>	<b>19,000</b>

## Capital Improvements

Acct #	Capital Improvements-010	2012-2013 Actual (Audited)	2013-2014 Actual (Audited)	2014-2015 Adjusted Budget	2014-2015 Year End Estimate	2015-2016 Adopted Budget	2016-2017 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	2012-2013 Actual (Audited)	2013-2014 Actual (Audited)	2014-2015 Adjusted Budget	2014-2015 Year End Estimate	2015-2016 Adopted Budget	2016-2017 Adopted Budget
<b>INTERGOVERNMENTAL REVENUE:</b>							
9210	STATE-OTHER	-	-	-	-	-	-
9345	OFFICE OF TRAFFIC SAFETY GRANT	-	-	-	-	-	-
	<b>TOTAL INTERGOVERNMENTAL REVENUE</b>	-	-	-	-	-	-
<b>TOTAL OFFICE OF TRAFFIC SAFETY</b>		-	-	-	-	-	-

## Landscape Maintenance District

Acct #	Landscape Maintenance District-012	2012-2013 Actual (Audited)	2013-2014 Actual (Audited)	2014-2015 Adjusted Budget	2014-2015 Year End Estimate	2015-2016 Adopted Budget	2016-2017 Adopted Budget
<b>TAXES:</b>							
7010	SECURED PROPERTY TAX	200,563	208,790	185,000	220,000	225,000	230,000
	<b>TOTAL TAXES</b>	<b>200,563</b>	<b>208,790</b>	<b>185,000</b>	<b>220,000</b>	<b>225,000</b>	<b>230,000</b>
<b>MISCELLANEOUS REVENUE:</b>							
8600	INTEREST	863	1,039	1,000	1,000	1,000	1,000
8900	MISCELLANEOUS	18,216	6,420	-	-	-	-
	<b>TOTAL MISCELLANEOUS REVENUE</b>	<b>19,079</b>	<b>7,459</b>	<b>1,000</b>	<b>1,000</b>	<b>1,000</b>	<b>1,000</b>
<b>CURRENT SERVICE CHARGES:</b>							
9901	OPERATING TRANSFER IN-GENERAL FUND	-	-	-	-	-	-
	<b>TOTAL CURRENT SERVICE CHARGES</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>TOTAL LANDSCAPE MAINTENANCE DISTRICT</b>		<b>219,642</b>	<b>216,249</b>	<b>186,000</b>	<b>221,000</b>	<b>226,000</b>	<b>231,000</b>

## Street Light District

Acct #	Street Light District-013	2012-2013 Actual (Audited)	2013-2014 Actual (Audited)	2014-2015 Adjusted Budget	2014-2015 Year End Estimate	2015-2016 Adopted Budget	2016-2017 Adopted Budget
<b>TAXES:</b>							
7010	SECURED PROPERTY TAX	356,971	371,606	333,000	360,000	360,000	360,000
	<b>TOTAL TAXES</b>	<b>356,971</b>	<b>371,606</b>	<b>333,000</b>	<b>360,000</b>	<b>360,000</b>	<b>360,000</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>TOTAL STREET LIGHT DISTRICT</b>		<b>356,971</b>	<b>371,606</b>	<b>333,000</b>	<b>360,000</b>	<b>360,000</b>	<b>360,000</b>

## Community Facilities Districts

Acct #	Community Facilities Districts-014	2012-2013 Actual (Audited)	2013-2014 Actual (Audited)	2014-2015 Adjusted Budget	2014-2015 Year End Estimate	2015-2016 Adopted Budget	2016-2017 Adopted Budget
	<b>MISCELLANEOUS REVENUE:</b>						
8900	MISCELLANEOUS	7,229	10,290	10,600	8,550	11,100	11,100
	<b>TOTAL MISCELLANEOUS REVENUE</b>	<b>7,229</b>	<b>10,290</b>	<b>10,600</b>	<b>8,550</b>	<b>11,100</b>	<b>11,100</b>
	<b>TOTAL COMMUNITY FACILITIES DISTRICTS</b>	<b>7,229</b>	<b>10,290</b>	<b>10,600</b>	<b>8,550</b>	<b>11,100</b>	<b>11,100</b>

# Community Trails District

Acct #	Community Trails District-015	2012-2013 Actual (Audited)	2013-2014 Actual (Audited)	2014-2015 Adjusted Budget	2014-2015 Year End Estimate	2015-2016 Adopted Budget	2016-2017 Adopted Budget
<b>TAXES:</b>							
7010	SECURED PROPERTY TAX	8,121	8,454	7,500	8,250	8,250	8,250
	<b>TOTAL TAXES</b>	<b>8,121</b>	<b>8,454</b>	<b>7,500</b>	<b>8,250</b>	<b>8,250</b>	<b>8,250</b>
<b>MISCELLANEOUS REVENUE:</b>							
8600	INTEREST	31	23	-	-	-	-
	<b>TOTAL MISCELLANEOUS REVENUE</b>	<b>31</b>	<b>23</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>TOTAL COMMUNITY TRAILS DISTRICT</b>		<b>8,152</b>	<b>8,477</b>	<b>7,500</b>	<b>8,250</b>	<b>8,250</b>	<b>8,250</b>

## Parks Maintenance District

Acct #	Parks Maintenance District-016	2012-2013 Actual (Audited)	2013-2014 Actual (Audited)	2014-2015 Adjusted Budget	2014-2015 Year End Estimate	2015-2016 Adopted Budget	2016-2017 Adopted Budget
<b>TAXES:</b>							
7010	SECURED PROPERTY TAX	64,022	66,648	60,500	65,000	65,000	65,000
	<b>TOTAL TAXES</b>	<b>64,022</b>	<b>66,648</b>	<b>60,500</b>	<b>65,000</b>	<b>65,000</b>	<b>65,000</b>
<b>MISCELLANEOUS REVENUE:</b>							
8600	INTEREST	-	-	-	-	-	-
8900	MISCELLANEOUS	-	-	-	-	-	-
	<b>TOTAL MISCELLANEOUS 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	33,637	31,560	38,890	38,890	52,520	53,805
	<b>TOTAL CURRENT SERVICE CHARGES</b>	<b>33,637</b>	<b>31,560</b>	<b>38,890</b>	<b>38,890</b>	<b>52,520</b>	<b>53,805</b>
<b>TOTAL PARKS MAINTENANCE DISTRICT</b>		<b>97,659</b>	<b>98,208</b>	<b>99,390</b>	<b>103,890</b>	<b>117,520</b>	<b>118,805</b>

## Measure I

Acct #	Measure I-017	2012-2013 Actual (Audited)	2013-2014 Actual (Audited)	2014-2015 Adjusted Budget	2014-2015 Year End Estimate	2015-2016 Adopted Budget	2016-2017 Adopted Budget
<b>MISCELLANEOUS REVENUE:</b>							
8600	INTEREST	17,543	16,707	12,500	13,000	12,500	12,500
	<b>TOTAL MISCELLANEOUS REVENUE</b>	<b>17,543</b>	<b>16,707</b>	<b>12,500</b>	<b>13,000</b>	<b>12,500</b>	<b>12,500</b>
<b>INTERGOVERNMENTAL REVENUE:</b>							
9130	MEASURE I 1990-2010	-	-	-	-	-	-
9131	MEASURE I 2010-2040	846,440	803,415	685,000	685,000	785,000	785,000
9135	SANBAG	742,413	-	-	-	636,000	913,000
	<b>TOTAL INTERGOVERNMENTAL REVENUE</b>	<b>1,588,853</b>	<b>803,415</b>	<b>685,000</b>	<b>685,000</b>	<b>1,421,000</b>	<b>1,698,000</b>
<b>TOTAL MEASURE I</b>		<b>1,606,396</b>	<b>820,122</b>	<b>697,500</b>	<b>698,000</b>	<b>1,433,500</b>	<b>1,710,500</b>

## Federal Emergency Management Agency

Acct #	Federal Emergency Management Agency-018	2012-2013 Actual (Audited)	2013-2014 Actual (Audited)	2014-2015 Adjusted Budget	2014-2015 Year End Estimate	2015-2016 Adopted Budget	2016-2017 Adopted Budget
<b>INTERGOVERNMENTAL REVENUE:</b>							
9225	FEDERAL GRANT	-	-	-	116,815	-	-
9400	FEMA	-	35,613	-	-	-	-
	<b>TOTAL INTERGOVERNMENTAL REVENUE</b>	-	<b>35,613</b>	-	<b>116,815</b>	-	-
<b>CURRENT SERVICE CHARGES:</b>							
9929	OPERATING TRANSFER IN-FIRE DEPARTMENT	-	-	-	-	-	-
	<b>TOTAL CURRENT SERVICE CHARGES</b>	-	-	-	-	-	-
	<b>TOTAL FEMA</b>	-	<b>35,613</b>	-	<b>116,815</b>	-	-

## Air Quality Management District (AQMD)

Acct #	Air Quality Management District-020	2012-2013 Actual (Audited)	2013-2014 Actual (Audited)	2014-2015 Adjusted Budget	2014-2015 Year End Estimate	2015-2016 Adopted Budget	2016-2017 Adopted Budget
<b>MISCELLANEOUS REVENUE:</b>							
8600	INTEREST	682	928	1,000	1,000	750	750
	<b>TOTAL MISCELLANEOUS REVENUE</b>	<b>682</b>	<b>928</b>	<b>1,000</b>	<b>1,000</b>	<b>750</b>	<b>750</b>
<b>INTERGOVERNMENTAL REVENUE:</b>							
9317	AQMD AB 2766	64,736	66,858	58,000	60,000	60,000	60,000
	<b>TOTAL INTERGOVERNMENTAL REVENUE</b>	<b>64,736</b>	<b>66,858</b>	<b>58,000</b>	<b>60,000</b>	<b>60,000</b>	<b>60,000</b>
	<b>TOTAL AQMD</b>	<b>65,418</b>	<b>67,786</b>	<b>59,000</b>	<b>61,000</b>	<b>60,750</b>	<b>60,750</b>

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

Acct #	Citizen's Option for Public Safety-021	2012-2013 Actual (Audited)	2013-2014 Actual (Audited)	2014-2015 Adjusted Budget	2014-2015 Year End Estimate	2015-2016 Adopted Budget	2016-2017 Adopted Budget
<b>INTERGOVERNMENTAL REVENUE:</b>							
9350	COPS GRANT	100,021	100,026	100,500	100,500	100,500	100,500
	<b>TOTAL INTERGOVERNMENTAL REVENUE</b>	<b>100,021</b>	<b>100,026</b>	<b>100,500</b>	<b>100,500</b>	<b>100,500</b>	<b>100,500</b>
	<b>TOTAL COPS</b>	<b>100,021</b>	<b>100,026</b>	<b>100,500</b>	<b>100,500</b>	<b>100,500</b>	<b>100,500</b>

## General Capital Financing

Acct #	General Capital Financing-023	2012-2013 Actual (Audited)	2013-2014 Actual (Audited)	2014-2015 Adjusted Budget	2014-2015 Year End Estimate	2015-2016 Adopted Budget	2016-2017 Adopted Budget
<b>MISCELLANEOUS REVENUE:</b>							
8600	INTEREST	21,103	19,703	20,000	20,000	20,000	20,000
8820	GAIN ON INVESTMENTS	-	-	-	-	-	-
8900	MISCELLANEOUS	6,001	3,237	-	17,450	-	-
8925	SETTLEMENTS	357,606	-	-	-	-	-
	<b>TOTAL MISCELLANEOUS REVENUE</b>	<b>384,711</b>	<b>22,940</b>	<b>20,000</b>	<b>37,450</b>	<b>20,000</b>	<b>20,000</b>
<b>INTERGOVERNMENTAL REVENUE:</b>							
9210	STATE-OTHER	79,172	-	-	-	-	-
9225	FEDERAL GRANT	-	-	-	-	-	-
9322	SAN BERNARDINO COUNTY	-	-	-	-	-	-
	<b>TOTAL INTERGOVERNMENTAL REVENUE</b>	<b>79,172</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>CURRENT SERVICE CHARGES:</b>							
9901	OPERATING TRANSFER IN-GENERAL FUND	3,493,864	-	89,115	-	-	-
9989	OPERATING TRANSFER IN-SARDA DEBT SERVICE	-	-	-	-	-	-
	<b>TOTAL CURRENT SERVICE CHARGES</b>	<b>3,493,864</b>	<b>-</b>	<b>89,115</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>TOTAL GENERAL CAPITAL FINANCING</b>		<b>3,957,747</b>	<b>22,940</b>	<b>109,115</b>	<b>37,450</b>	<b>20,000</b>	<b>20,000</b>

## Street & Storm Drain Maintenance District

Acct #	Street & Storm Drain Maintenance District-024	2012-2013 Actual (Audited)	2013-2014 Actual (Audited)	2014-2015 Adjusted Budget	2014-2015 Year End Estimate	2015-2016 Adopted Budget	2016-2017 Adopted Budget
<b>TAXES:</b>							
7010	SECURED PROPERTY TAX	34,740	38,190	27,500	32,500	32,500	32,500
	<b>TOTAL TAXES</b>	<b>34,740</b>	<b>38,190</b>	<b>27,500</b>	<b>32,500</b>	<b>32,500</b>	<b>32,500</b>
<b>MISCELLANEOUS REVENUE:</b>							
8600	INTEREST	444	343	500	500	500	500
8900	MISCELLANEOUS	-	-	-	-	-	-
	<b>TOTAL MISCELLANEOUS REVENUE</b>	<b>444</b>	<b>343</b>	<b>500</b>	<b>500</b>	<b>500</b>	<b>500</b>
<b>TOTAL STREET &amp; STORM DRAIN MAINTENANCE DIST.</b>		<b>35,184</b>	<b>38,533</b>	<b>28,000</b>	<b>33,000</b>	<b>33,000</b>	<b>33,000</b>

## Justice Assistance Grant

Acct #	Justice Assistance Grant-026	2012-2013 Actual (Audited)	2013-2014 Actual (Audited)	2014-2015 Adjusted Budget	2014-2015 Year End Estimate	2015-2016 Adopted Budget	2016-2017 Adopted Budget
<b>MISCELLANEOUS REVENUE:</b>							
8600	INTEREST	-	-	-	-	-	-
	<b>TOTAL MISCELLANEOUS REVENUE</b>	-	-	-	-	-	-
<b>INTERGOVERNMENTAL REVENUE:</b>							
9360	JUSTICE ASSISTANCE GRANT	17,926	17,791	18,000	18,000	18,000	18,000
	<b>TOTAL INTERGOVERNMENTAL REVENUE</b>	<b>17,926</b>	<b>17,791</b>	<b>18,000</b>	<b>18,000</b>	<b>18,000</b>	<b>18,000</b>
	<b>TOTAL JUSTICE ASSISTANCE GRANT</b>	<b>17,926</b>	<b>17,791</b>	<b>18,000</b>	<b>18,000</b>	<b>18,000</b>	<b>18,000</b>

# Grants Fund

Acct #	Grants Fund-027	2012-2013 Actual (Audited)	2013-2014 Actual (Audited)	2014-2015 Adjusted Budget	2014-2015 Year End Estimate	2015-2016 Adopted Budget	2016-2017 Adopted Budget
<b>MISCELLANEOUS REVENUE:</b>							
8600	INTEREST	3,843	691	-	-	-	-
	<b>TOTAL MISCELLANEOUS REVENUE</b>	<b>3,843</b>	<b>691</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>INTERGOVERNMENTAL REVENUE:</b>							
9135	SANBAG	-	-	843,000	-	-	-
9210	STATE-OTHER	186,472	2,256,068	899,000	1,964,000	2,397,000	176,000
9215	STATE-SLPP	-	-	-	-	1,000,000	-
9225	FEDERAL GRANTS	-	97,784	-	-	-	-
9312	OMNI-TRANS	-	9,273	-	-	29,000	-
9313	EHR HOA	128,544	-	-	-	-	-
9314	IVDA	-	208,029	162,000	-	14,000	186,000
9318	CITY OF SAN BERNARDINO	-	-	-	-	331,000	-
9319	EVWD PROJECT REIMBURSEMENT	-	1,369,001	-	-	729,000	-
9322	COUNTY OF SAN BERNARDINO	37,000	-	-	-	-	-
9355	INDIAN GAMING GRANT	-	-	-	-	-	-
9365	EPA GRANT	-	-	-	-	-	-
	<b>TOTAL INTERGOVERNMENTAL REVENUE</b>	<b>352,016</b>	<b>3,940,156</b>	<b>1,904,000</b>	<b>1,964,000</b>	<b>4,500,000</b>	<b>362,000</b>
<b>CURRENT SERVICE CHARGES:</b>							
9923	OPERATING TRANSFER IN-GEN. CAPITAL FINANCING	29,401	-	-	-	-	-
9930	OPERATING TRANSFER IN-MAJOR GRANTS FUND	13,177	-	-	-	-	-
	<b>TOTAL CURRENT SERVICE CHARGES</b>	<b>42,578</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>TOTAL GRANTS FUND</b>		<b>398,438</b>	<b>3,940,847</b>	<b>1,904,000</b>	<b>1,964,000</b>	<b>4,500,000</b>	<b>362,000</b>

# Paramedic Department

Acct #	Paramedic Department-028	2012-2013 Actual (Audited)	2013-2014 Actual (Audited)	2014-2015 Adjusted Budget	2014-2015 Year End Estimate	2015-2016 Adopted Budget	2016-2017 Adopted Budget
<b>TAXES:</b>							
7085	PROPERTY TAX-PARAMEDIC TAX	349,282	354,953	351,000	351,000	350,000	350,000
	<b>TOTAL TAXES</b>	<b>349,282</b>	<b>354,953</b>	<b>351,000</b>	<b>351,000</b>	<b>350,000</b>	<b>350,000</b>
<b>MISCELLANEOUS REVENUE:</b>							
8600	INTEREST	7,344	2,553	-	-	-	-
	<b>TOTAL MISCELLANEOUS REVENUE</b>	<b>7,344</b>	<b>2,553</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>INTERGOVERNMENTAL REVENUE:</b>							
9225	FEDERAL GRANTS	-	-	-	-	-	-
	<b>TOTAL INTERGOVERNMENTAL REVENUE</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>CURRENT SERVICE CHARGES:</b>							
9929	OPERATING TRANSFER IN-FIRE DEPARTMENT	655,330	655,139	1,109,845	1,109,845	1,257,080	1,295,010
	<b>TOTAL CURRENT SERVICE CHARGES</b>	<b>655,330</b>	<b>655,139</b>	<b>1,109,845</b>	<b>1,109,845</b>	<b>1,257,080</b>	<b>1,295,010</b>
<b>TOTAL PARAMEDIC DEPARTMENT</b>		<b>1,011,956</b>	<b>1,012,646</b>	<b>1,460,845</b>	<b>1,460,845</b>	<b>1,607,080</b>	<b>1,645,010</b>

# Fire Department

Acct #	Fire Department-029	2012-2013 Actual (Audited)	2013-2014 Actual (Audited)	2014-2015 Adjusted Budget	2014-2015 Year End Estimate	2015-2016 Adopted Budget	2016-2017 Adopted Budget
<b>TAXES:</b>							
7010	SECURED PROPERTY TAX	1,969,664	2,054,325	2,507,000	2,507,000	2,613,750	2,733,135
7020	UNSECURED PROPERTY TAX	86,987	91,506	-	-	-	-
7030	SUPPLEMENTAL SECURED PROPERTY TAX	24,713	51,255	-	-	-	-
7040	SUPPLEMENTAL UNSECURED PROPERTY TAX	1,995	3,580	-	-	-	-
7050	UTILITY UNITARY TAX	26,398	34,665	-	-	-	-
7070	INTEREST, PENALTIES & DELINQUENT	33,727	30,261	-	-	-	-
7075	RESIDUAL BALANCE	-	235,779	-	66,195	136,365	140,450
	<b>TOTAL TAXES</b>	<b>2,143,484</b>	<b>2,501,370</b>	<b>2,507,000</b>	<b>2,573,195</b>	<b>2,750,115</b>	<b>2,873,585</b>
<b>LICENSES &amp; PERMITS:</b>							
7600	BUILDING PERMITS-INSPECTION FEES	25,566	31,743	35,000	15,000	20,000	20,000
7610	BUILDING PERMITS-PLAN CHECK FEES	12,208	15,919	15,000	10,000	15,000	16,000
	<b>TOTAL LICENSES &amp; PERMITS</b>	<b>37,774</b>	<b>47,661</b>	<b>50,000</b>	<b>25,000</b>	<b>35,000</b>	<b>36,000</b>
<b>MISCELLANEOUS REVENUE:</b>							
8600	INTEREST	14,433	13,444	15,000	12,000	15,000	15,000
8900	MISCELLANEOUS	-	-	-	-	-	-
	<b>TOTAL MISCELLANEOUS REVENUE</b>	<b>14,433</b>	<b>13,444</b>	<b>15,000</b>	<b>12,000</b>	<b>15,000</b>	<b>15,000</b>
<b>INTERGOVERNMENTAL REVENUE:</b>							
9210	STATE-OTHER	-	-	-	-	-	-
9225	FEDERAL GRANTS	-	-	-	-	-	-
9410	PASS THRU-FIRE DEPARTMENT	87,484	92,268	95,000	95,000	125,000	130,000
	<b>TOTAL INTERGOVERNMENTAL REVENUE</b>	<b>87,484</b>	<b>92,268</b>	<b>95,000</b>	<b>95,000</b>	<b>125,000</b>	<b>130,000</b>
<b>CURRENT SERVICE CHARGES:</b>							
9527	FIRE DEPARTMENT FEES	497,907	550,912	443,400	443,400	452,270	461,315
	<b>TOTAL CURRENT SERVICE CHARGES</b>	<b>497,907</b>	<b>550,912</b>	<b>443,400</b>	<b>443,400</b>	<b>452,270</b>	<b>461,315</b>
<b>TOTAL FIRE DEPARTMENT</b>		<b>2,781,082</b>	<b>3,205,656</b>	<b>3,110,400</b>	<b>3,148,595</b>	<b>3,377,385</b>	<b>3,515,900</b>

## Major Grants Fund

Acct #	Major Grants Fund-030	2012-2013 Actual (Audited)	2013-2014 Actual (Audited)	2014-2015 Adjusted Budget	2014-2015 Year End Estimate	2015-2016 Adopted Budget	2016-2017 Adopted Budget
<b>INTERGOVERNMENTAL REVENUE:</b>							
9225	FEDERAL GRANTS	7,796,358	2,339,922	444,000	444,000	4,272,000	7,371,000
	<b>TOTAL INTERGOVERNMENTAL REVENUE</b>	<b>7,796,358</b>	<b>2,339,922</b>	<b>444,000</b>	<b>444,000</b>	<b>4,272,000</b>	<b>7,371,000</b>
<b>CURRENT SERVICE CHARGES:</b>							
9901	OPERATING TRANSFER IN-GENERAL FUND	-	1,868	-	-	-	-
9907	OPERATING TRANSFER IN-DEV. IMPACT FEES	61,685	-	-	-	-	-
	<b>TOTAL CURRENT SERVICE CHARGES</b>	<b>61,685</b>	<b>1,868</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>TOTAL MAJOR GRANTS FUND</b>		<b>7,858,043</b>	<b>2,341,790</b>	<b>444,000</b>	<b>444,000</b>	<b>4,272,000</b>	<b>7,371,000</b>

# Insurance

Acct #	Insurance-041	2012-2013 Actual (Audited)	2013-2014 Actual (Audited)	2014-2015 Adjusted Budget	2014-2015 Year End Estimate	2015-2016 Adopted Budget	2016-2017 Adopted Budget
<b>MISCELLANEOUS REVENUE:</b>							
8600	INTEREST	11,487	9,010	-	-	-	-
8900	MISCELLANEOUS	175	24,088	8,000	-	-	-
8915	CLAIMS PAYABLE DECREASE	-	-	-	-	-	-
	<b>TOTAL MISCELLANEOUS REVENUE</b>	<b>11,662</b>	<b>33,098</b>	<b>8,000</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>CURRENT SERVICE CHARGES:</b>							
9599	INSURANCE DEPARTMENT CHARGE	513,145	368,351	552,695	552,695	443,210	459,950
9901	OPERATING TRANSFER IN-GENERAL FUND	-	-	-	-	-	-
	<b>TOTAL CURRENT SERVICE CHARGES</b>	<b>513,145</b>	<b>368,351</b>	<b>552,695</b>	<b>552,695</b>	<b>443,210</b>	<b>459,950</b>
	<b>TOTAL INSURANCE</b>	<b>524,807</b>	<b>401,449</b>	<b>560,695</b>	<b>552,695</b>	<b>443,210</b>	<b>459,950</b>

## General Services

Acct #	General Services-042	2012-2013 Actual (Audited)	2013-2014 Actual (Audited)	2014-2015 Adjusted Budget	2014-2015 Year End Estimate	2015-2016 Adopted Budget	2016-2017 Adopted Budget
<b>MISCELLANEOUS REVENUE:</b>							
8600	INTEREST	5,271	3,844	-	3,000	-	-
8900	MISCELLANEOUS	-	398	-	-	-	-
	<b>TOTAL MISCELLANEOUS REVENUE</b>	<b>5,271</b>	<b>4,242</b>	<b>-</b>	<b>3,000</b>	<b>-</b>	<b>-</b>
<b>CURRENT SERVICE CHARGES:</b>							
9598	BUILDING SERVICES DEPARTMENT CHARGE	-	-	-	-	253,420	10,875
9901	OPERATING TRANSFER IN-GENERAL FUND	-	-	-	-	-	-
	<b>TOTAL CURRENT SERVICE CHARGES</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>253,420</b>	<b>10,875</b>
	<b>TOTAL GENERAL SERVICES</b>	<b>5,271</b>	<b>4,242</b>	<b>-</b>	<b>3,000</b>	<b>253,420</b>	<b>10,875</b>

# Housing Authority

Acct #	Housing Authority-070	2012-2013 Actual (Audited)	2013-2014 Actual (Audited)	2014-2015 Adjusted Budget	2014-2015 Year End Estimate	2015-2016 Adopted Budget	2016-2017 Adopted Budget
<b>MISCELLANEOUS REVENUE:</b>							
8600	INTEREST	7,303	7,303	5,000	10,000	7,300	7,300
8650	PERCENTAGE RENTS	120,601	122,441	55,000	90,000	120,000	120,000
8900	MISCELLANEOUS	4,599	4,599	8,280	8,280	4,500	4,500
8905	PAYOFF DEMANDS	21,929	4,400	-	-	-	-
	<b>TOTAL MISCELLANEOUS REVENUE</b>	<b>154,432</b>	<b>138,742</b>	<b>68,280</b>	<b>108,280</b>	<b>131,800</b>	<b>131,800</b>
<b>CURRENT SERVICE CHARGES:</b>							
9900	EXTRAORDINARY ITEM GAIN	380,000	-	-	-	-	-
	<b>TOTAL CURRENT SERVICE CHARGES</b>	<b>380,000</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
	<b>TOTAL HOUSING AUTHORITY</b>	<b>534,432</b>	<b>138,742</b>	<b>68,280</b>	<b>108,280</b>	<b>131,800</b>	<b>131,800</b>

## Successor Agency to the RDA RPTTF

Acct #	SARDA RPTTF-082	2012-2013 Actual (Audited)	2013-2014 Actual (Audited)	2014-2015 Adjusted Budget	2014-2015 Year End Estimate	2015-2016 Adopted Budget	2016-2017 Adopted Budget
<b>TAXES:</b>							
7010	SECURED PROPERTY TAX	5,362,944	4,482,732	4,220,610	4,220,610	4,082,005	4,084,170
	<b>TOTAL TAXES</b>	<b>5,362,944</b>	<b>4,482,732</b>	<b>4,220,610</b>	<b>4,220,610</b>	<b>4,082,005</b>	<b>4,084,170</b>
<b>CURRENT SERVICE CHARGES:</b>							
9989	OPERATING TRANSFER IN-SARDA DEBT SERVICE	-	1,146,087	-	-	-	-
	<b>TOTAL CURRENT SERVICE CHARGES</b>	<b>-</b>	<b>1,146,087</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
	<b>TOTAL SARDA RPTTF</b>	<b>5,362,944</b>	<b>5,628,819</b>	<b>4,220,610</b>	<b>4,220,610</b>	<b>4,082,005</b>	<b>4,084,170</b>

## Successor Agency to the RDA Bond Proceeds

Acct #	SARDA Bond Proceeds-087	2012-2013 Actual (Audited)	2013-2014 Actual (Audited)	2014-2015 Adjusted Budget	2014-2015 Year End Estimate	2015-2016 Adopted Budget	2016-2017 Adopted Budget
<b>TAXES:</b>							
7205	TRANSPORTATION TAX-ARTICLE 3	-	83,175	-	-	-	-
	<b>TOTAL TAXES</b>	-	<b>83,175</b>	-	-	-	-
<b>MISCELLANEOUS REVENUE:</b>							
8600	INTEREST	51,280	12,764	35,000	13,000	7,500	7,500
8900	MISCELLANEOUS	676	43,628	-	-	-	-
	<b>TOTAL MISCELLANEOUS REVENUE</b>	<b>51,956</b>	<b>56,391</b>	<b>35,000</b>	<b>13,000</b>	<b>7,500</b>	<b>7,500</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>51,956</b>	<b>139,566</b>	<b>35,000</b>	<b>13,000</b>	<b>7,500</b>	<b>7,500</b>

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

Acct #	SARDA Low & Moderate Income Housing-088	2012-2013 Actual (Audited)	2013-2014 Actual (Audited)	2014-2015 Adjusted Budget	2014-2015 Year End Estimate	2015-2016 Adopted Budget	2016-2017 Adopted Budget
<b>MISCELLANEOUS REVENUE:</b>							
8600	INTEREST	9,507	5,405	15,000	7,500	7,500	7,500
	<b>TOTAL MISCELLANEOUS REVENUE</b>	<b>9,507</b>	<b>5,405</b>	<b>15,000</b>	<b>7,500</b>	<b>7,500</b>	<b>7,500</b>
<b>CURRENT SERVICE CHARGES:</b>							
9850	PROCEEDS OF LONG TERM DEBT	-	-	-	-	-	-
	<b>TOTAL CURRENT SERVICE CHARGES</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>TOTAL SARDA LOW &amp; MODERATE INCOME HOUSING</b>		<b>9,507</b>	<b>5,405</b>	<b>15,000</b>	<b>7,500</b>	<b>7,500</b>	<b>7,500</b>

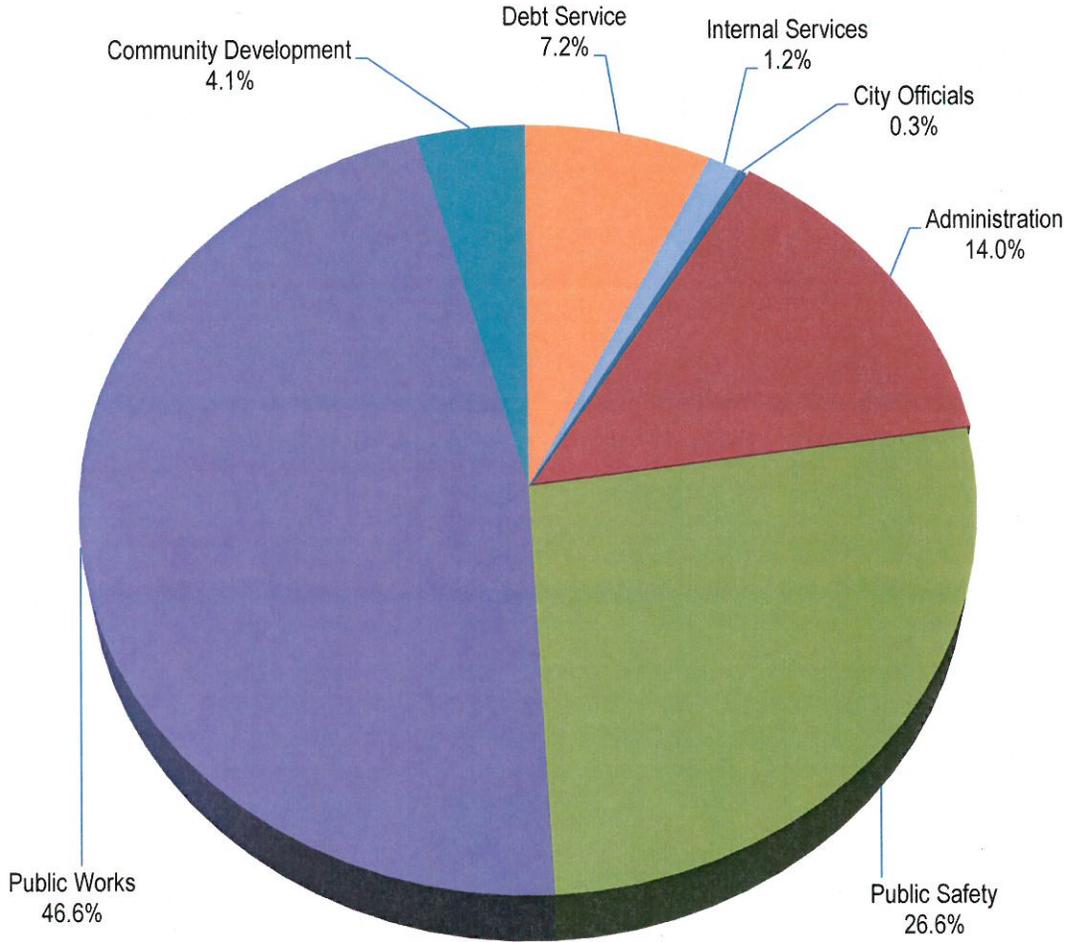
## Successor Agency to the RDA Debt Service

Acct #	SARDA Debt Service-089	2012-2013 Actual (Audited)	2013-2014 Actual (Audited)	2014-2015 Adjusted Budget	2014-2015 Year End Estimate	2015-2016 Adopted Budget	2016-2017 Adopted Budget
<b>MISCELLANEOUS REVENUE:</b>							
8600	INTEREST	14,951	551	-	-	-	-
8900	MISCELLANEOUS	-	41	-	-	-	-
	<b>TOTAL MISCELLANEOUS REVENUE</b>	<b>14,951</b>	<b>592</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>CURRENT SERVICE CHARGES:</b>							
9850	PROCEEDS OF LONG TERM DEBT	-	-	-	-	-	-
9900	EXTRAORDINARY ITEM GAIN	4,068,384	1,146,087	-	-	-	-
9901	OPERATING TRANSFER IN-GENERAL FUND	250,168	-	-	-	-	-
9923	OPERATING TRANSFER IN-GEN. CAPITAL FINANCING	1,702,868	-	-	-	-	-
9982	OPERATING TRANSFER IN-SARDA RPTTF	2,730,954	4,149,236	4,220,610	4,220,610	4,082,005	4,084,170
	<b>TOTAL CURRENT SERVICE CHARGES</b>	<b>8,752,374</b>	<b>5,295,323</b>	<b>4,220,610</b>	<b>4,220,610</b>	<b>4,082,005</b>	<b>4,084,170</b>
	<b>TOTAL SARDA DEBT SERVICE</b>	<b>8,767,325</b>	<b>5,295,914</b>	<b>4,220,610</b>	<b>4,220,610</b>	<b>4,082,005</b>	<b>4,084,170</b>



# EXPENDITURES BY FUNCTION

## 2015-2016

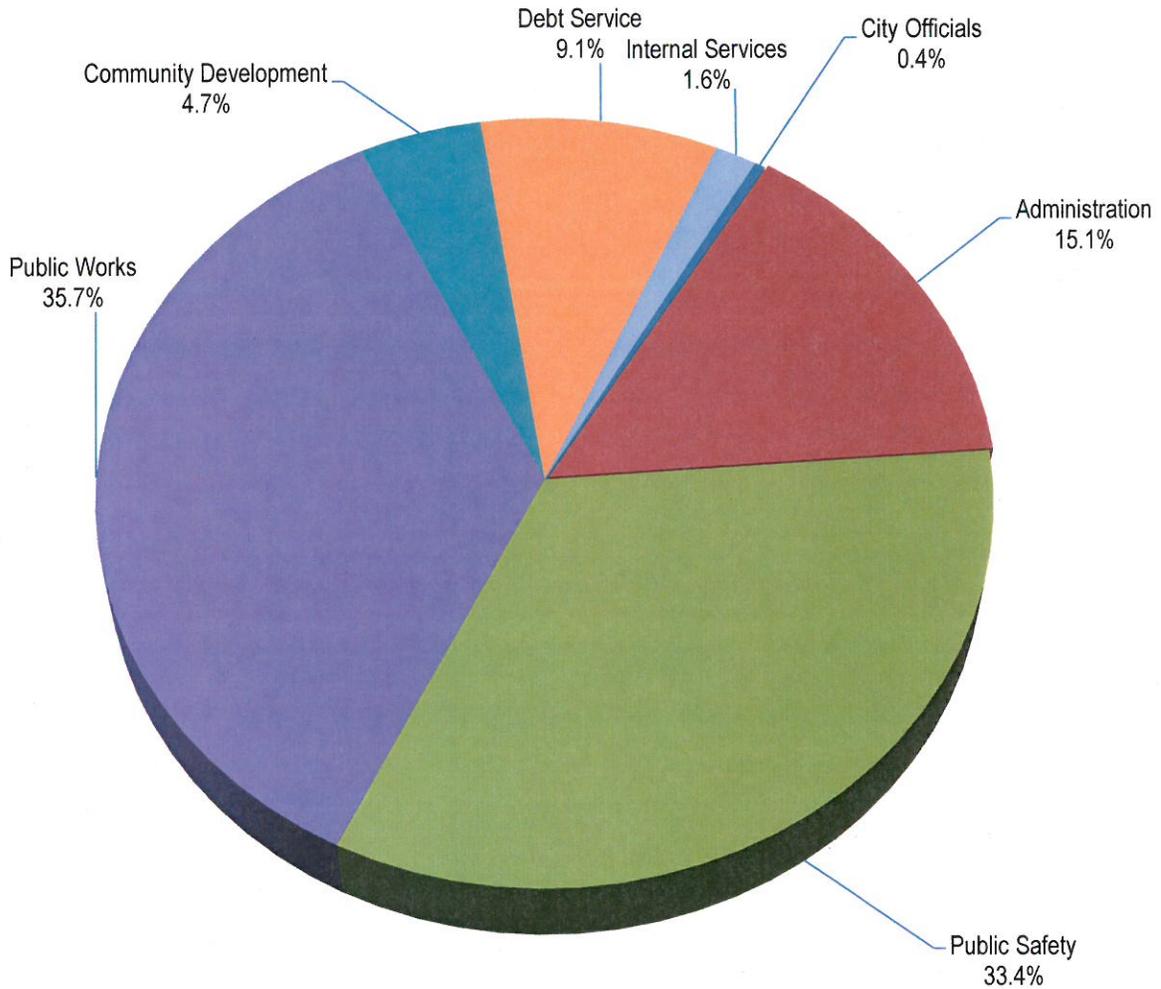


City Officials	\$ 169,645
Administration	7,931,240
Public Safety	15,097,500
Public Works	26,467,170
Community Development	2,323,645
Debt Service	4,082,005
Internal Services	<u>696,630</u>
Total	\$56,767,835



# EXPENDITURES BY FUNCTION

## 2016-2017



City Officials	\$ 174,690
Administration	6,775,285
Public Safety	14,966,360
Public Works	16,011,820
Community Development	2,091,455
Debt Service	4,084,170
Internal Services	<u>712,890</u>
Total	\$44,816,670



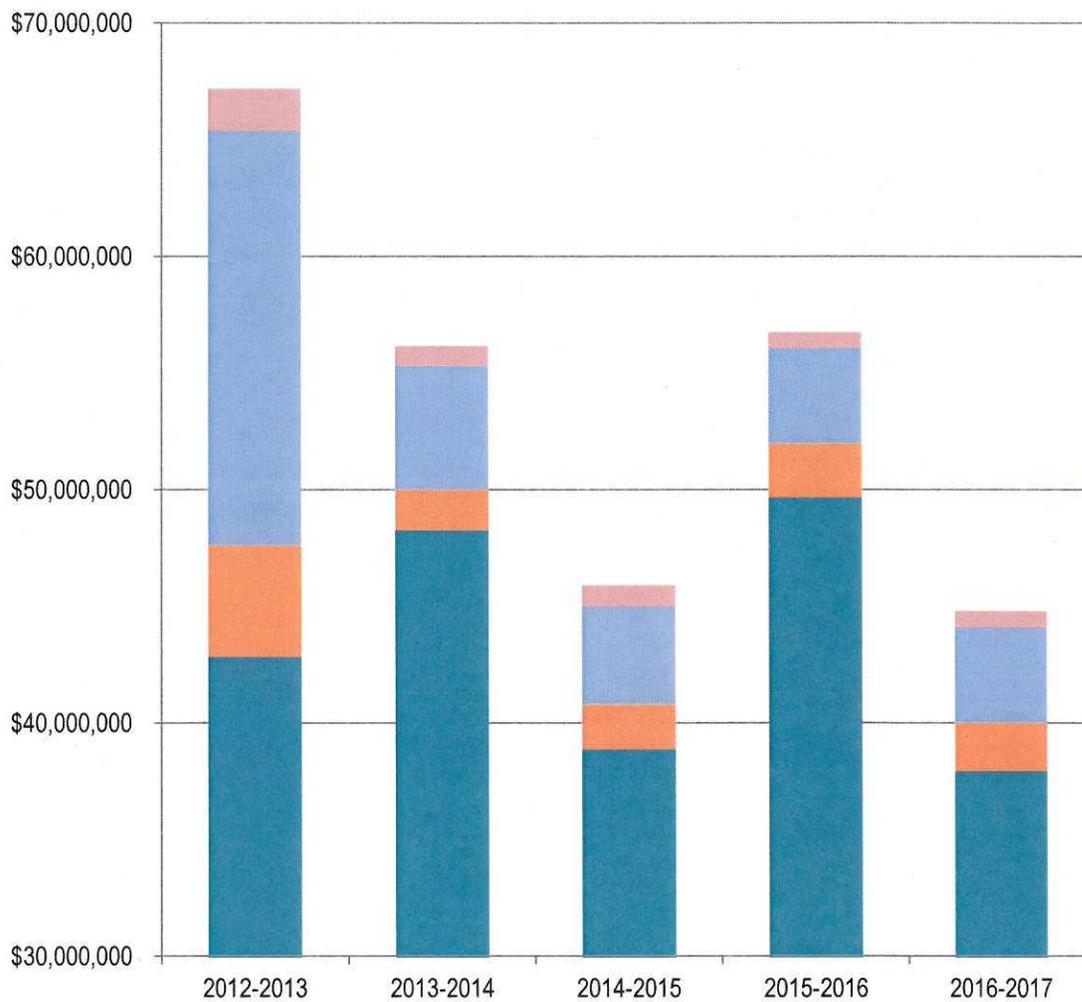
# Expenditures by Function

Fund #	Dept #		2012-2013 Actual (Audited)	2013-2014 Actual (Audited)	2014-2015 Adjusted Budget	2014-2015 Year End Estimate	2015-2016 Adopted Budget	2016-2017 Adopted Budget
<b>CITY OFFICIALS:</b>								
001	1000	CITY COUNCIL	135,093	159,061	164,040	160,290	169,645	174,690
<b>TOTAL CITY OFFICIALS</b>			<b>135,093</b>	<b>159,061</b>	<b>164,040</b>	<b>160,290</b>	<b>169,645</b>	<b>174,690</b>
<b>ADMINISTRATION:</b>								
001	1200	CITY CLERK	276,573	246,679	297,605	294,105	277,320	297,560
001	1450	GENERAL GOVERNMENT	7,486,782	1,647,345	795,305	705,340	755,690	735,125
001	1600	PERSONNEL	63,753	52,615	72,625	72,025	66,325	65,280
001	1700	FINANCE	471,987	451,583	527,375	517,675	571,410	542,200
023	3890	CAPITAL CONSTRUCTION	2,588,363	761,780	1,383,730	1,074,000	2,178,490	1,050,950
082	8020	SARDA REV. PROP TAX TRANSFER FUND	2,730,954	4,149,236	4,220,610	4,220,610	4,082,005	4,084,170
<b>TOTAL ADMINISTRATION</b>			<b>13,618,412</b>	<b>7,309,239</b>	<b>7,297,250</b>	<b>6,883,755</b>	<b>7,931,240</b>	<b>6,775,285</b>
<b>PUBLIC SAFETY:</b>								
001	2000	POLICE DEPARTMENT	7,129,516	7,436,667	7,873,580	7,729,040	8,355,220	8,610,730
001	2200	ANIMAL CONTROL	363,356	424,247	446,215	445,115	441,855	452,810
011	8420	OFFICE OF TRAFFIC SAFETY	-	-	-	-	-	-
021	8450	COPS AB 3229	100,021	100,026	100,500	100,500	100,500	100,500
026	8480	JUSTICE ASSISTANCE GRANT	28,173	6,754	18,000	18,000	18,000	18,000
028	2050	PARAMEDIC DEPARTMENT	1,011,956	1,012,646	1,460,845	1,460,845	1,607,080	1,645,010
029	2100	FIRE DEPARTMENT	2,533,776	3,081,249	3,574,185	3,574,185	4,574,845	4,139,310
<b>TOTAL PUBLIC SAFETY</b>			<b>11,166,798</b>	<b>12,061,588</b>	<b>13,473,325</b>	<b>13,327,685</b>	<b>15,097,500</b>	<b>14,966,360</b>
<b>INTERNAL SERVICES:</b>								
041	9500	GENERAL LIABILITY	1,524,807	666,895	684,695	684,695	443,210	459,950
042	9510	BUILDING SERVICES	294,563	214,979	259,700	218,760	253,420	252,940
<b>TOTAL INTERNAL SERVICES</b>			<b>1,819,370</b>	<b>881,874</b>	<b>944,395</b>	<b>903,455</b>	<b>696,630</b>	<b>712,890</b>
<b>PUBLIC WORKS:</b>								
001	3100	PUBLIC WORKS	1,897,935	-	-	-	-	-
001	3200	ENGINEERING	630,512	462,229	452,325	446,875	334,615	333,150
001	4200	PUBLIC SERVICES	385,952	394,791	451,980	427,340	479,885	481,290
001	6000	PARKS	1,041,244	995,452	1,116,840	1,041,510	1,079,105	1,095,285
001	6010	GRAFFITI	105,062	97,051	109,360	95,510	112,800	116,995
001	6020	COMMUNITY VOLUNTEER SERVICES	83,691	68,848	103,180	95,250	71,240	65,380
001	6100	TRAILS	8,333	567	8,500	3,000	6,350	6,000
002	8200	TRAFFIC SAFETY	255,699	253,744	552,115	183,500	432,000	576,500
004	8310	GAS TAX	1,897,935	1,426,764	1,590,230	1,447,080	2,536,920	1,219,065
005	8320	ARTICLE 3	-	93,192	-	50,000	742,000	5,000
006	8400	HOUSING & COMMUNITY DEVELOPMENT	169,664	530,081	733,280	733,280	873,600	204,235
007	8330	DEVELOPMENT IMPACT FEES	1,333,613	2,667,277	95,000	361,000	1,086,000	521,000
008	8340	DEVELOPER FEES	123,234	14,185	305,270	186,270	101,700	27,130
010	3830	FACILITIES CONSTRUCTION	-	-	-	-	-	-
012	8500	LANDSCAPE MAINTENANCE DISTRICT	239,485	276,419	248,080	378,500	449,140	471,180
013	8510	STREET LIGHT DISTRICT	517,689	524,407	571,800	528,500	603,000	603,000
014	8520	COMMUNITY FACILITIES DISTRICTS	7,229	10,290	10,600	8,550	11,100	11,100
015	8530	COMMUNITY TRAILS DISTRICT	9,923	19,873	19,850	18,050	17,500	17,500
016	8540	PARKS MAINTENANCE DISTRICT	84,092	80,889	97,220	91,870	131,300	134,510
017	8350	MEASURE I	1,572,136	834,158	1,975,000	1,944,000	2,877,000	963,000
018	8600	FEMA	35,613	-	-	-	-	-
020	8440	AQMD AB 2766	21,835	59,494	217,000	40,000	559,490	59,950
024	8470	STREET/STORM DRAIN MAINT. DISTRICT	15,524	-	19,500	7,500	20,400	20,700
027	8490	MISCELLANEOUS GRANTS	782,075	4,281,643	1,964,000	1,964,000	5,393,000	369,000
030	8495	MAJOR GRANTS	5,403,402	6,690,437	444,000	444,000	4,272,000	7,371,000
087	8070	SARDA BOND PROCEEDS	1,296,279	8,950,349	2,695,470	7,987,230	4,277,025	1,339,850
<b>TOTAL PUBLIC WORKS</b>			<b>17,918,153</b>	<b>28,732,137</b>	<b>13,780,600</b>	<b>18,482,815</b>	<b>26,467,170</b>	<b>16,011,820</b>

## Expenditures by Function

Fund #	Dept #		2012-2013 Actual (Audited)	2013-2014 Actual (Audited)	2014-2015 Adjusted Budget	2014-2015 Year End Estimate	2015-2016 Adopted Budget	2016-2017 Adopted Budget
<b>COMMUNITY DEVELOPMENT:</b>								
001	4100	PLANNING	983,802	960,953	939,457	771,670	934,915	774,950
001	4500	BUILDING & SAFETY	321,460	341,083	536,185	405,485	544,805	535,370
001	4600	CODE ENFORCEMENT	399,779	406,220	446,610	412,110	612,125	608,215
070	7000	HOUSING AUTHORITY	6,460	40,242	223,855	59,655	226,800	167,920
088	8080	SARDA LOW/MODERATE INC. HOUSING	3,068,475	6,771	-	295,475	5,000	5,000
<b>TOTAL COMMUNITY DEVELOPMENT</b>			<b>4,779,976</b>	<b>1,755,269</b>	<b>2,146,107</b>	<b>1,944,395</b>	<b>2,323,645</b>	<b>2,091,455</b>
<b>DEBT SERVICE:</b>								
089	8090	SARDA DEBT SERVICE	17,770,225	5,284,142	4,220,610	4,220,610	4,082,005	4,084,170
<b>TOTAL DEBT SERVICE</b>			<b>17,770,225</b>	<b>5,284,142</b>	<b>4,220,610</b>	<b>4,220,610</b>	<b>4,082,005</b>	<b>4,084,170</b>
<b>TOTAL EXPENDITURES BY FUNCTION</b>			<b>67,208,027</b>	<b>56,183,310</b>	<b>42,026,327</b>	<b>45,923,005</b>	<b>56,767,835</b>	<b>44,816,670</b>

# EXPENDITURES BY FUNCTION HISTORY

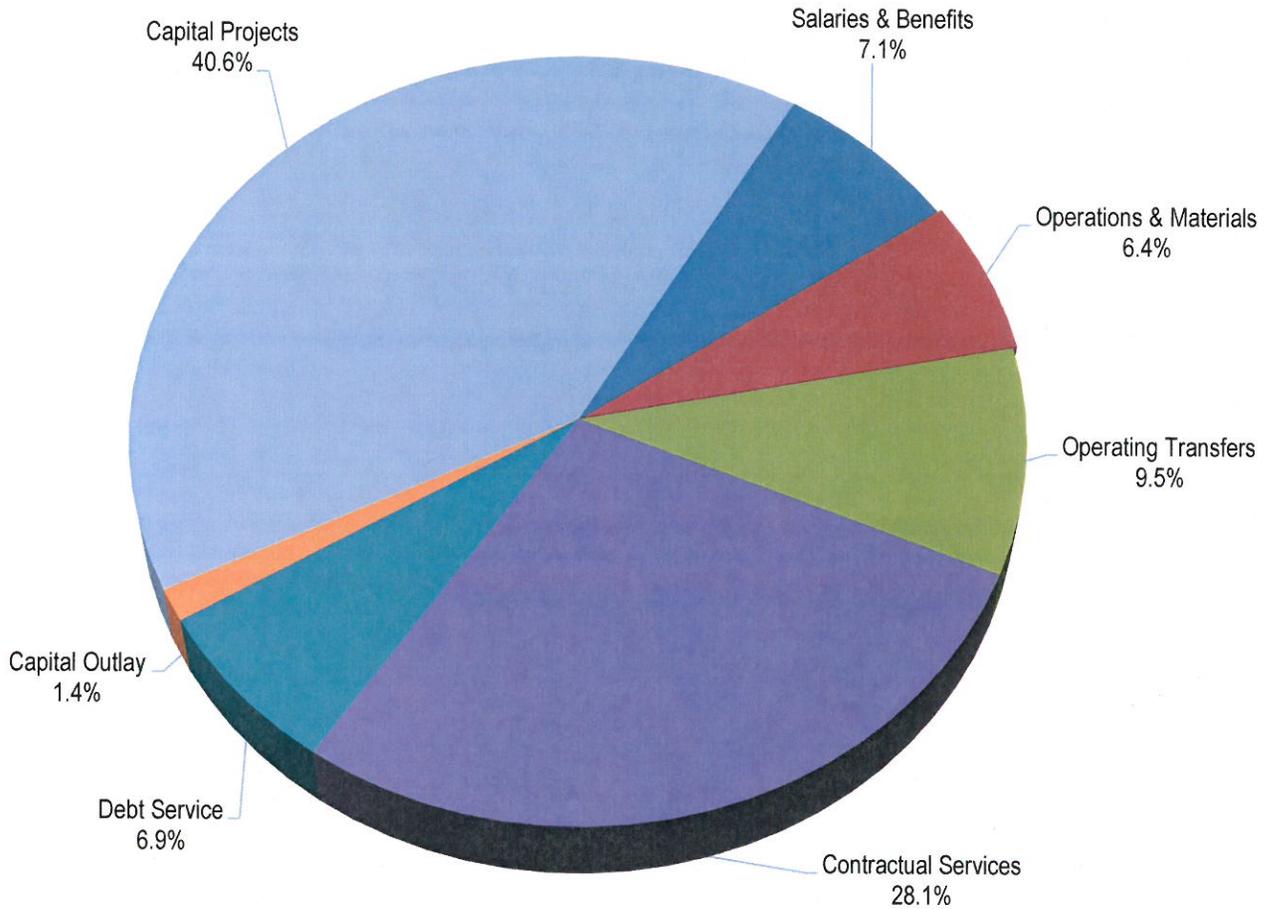


	<u>2012-2013</u>	<u>2013-2014</u>	<u>2014-2015</u>	<u>2015-2016</u>	<u>2016-2017</u>
City Officials	\$ 135,093	\$ 159,061	\$ 160,290	\$ 169,645	\$ 174,690
Administration	13,618,412	7,309,239	6,883,755	7,931,240	6,775,285
Public Safety	11,166,798	12,061,588	13,327,685	15,097,500	14,966,360
Public Works	17,918,153	28,732,137	18,482,815	26,467,170	16,011,820
Community Development	4,779,976	1,755,269	1,944,395	2,323,645	2,091,455
Debt Service	17,770,225	5,284,142	4,220,610	4,082,005	4,084,170
Internal Services	<u>1,819,370</u>	<u>881,874</u>	<u>903,455</u>	<u>696,630</u>	<u>712,890</u>
<b>Total</b>	<b>\$67,208,027</b>	<b>\$56,183,310</b>	<b>\$45,923,005</b>	<b>\$56,767,835</b>	<b>\$44,816,670</b>



# EXPENDITURES BY OBJECT

## 2015-2016

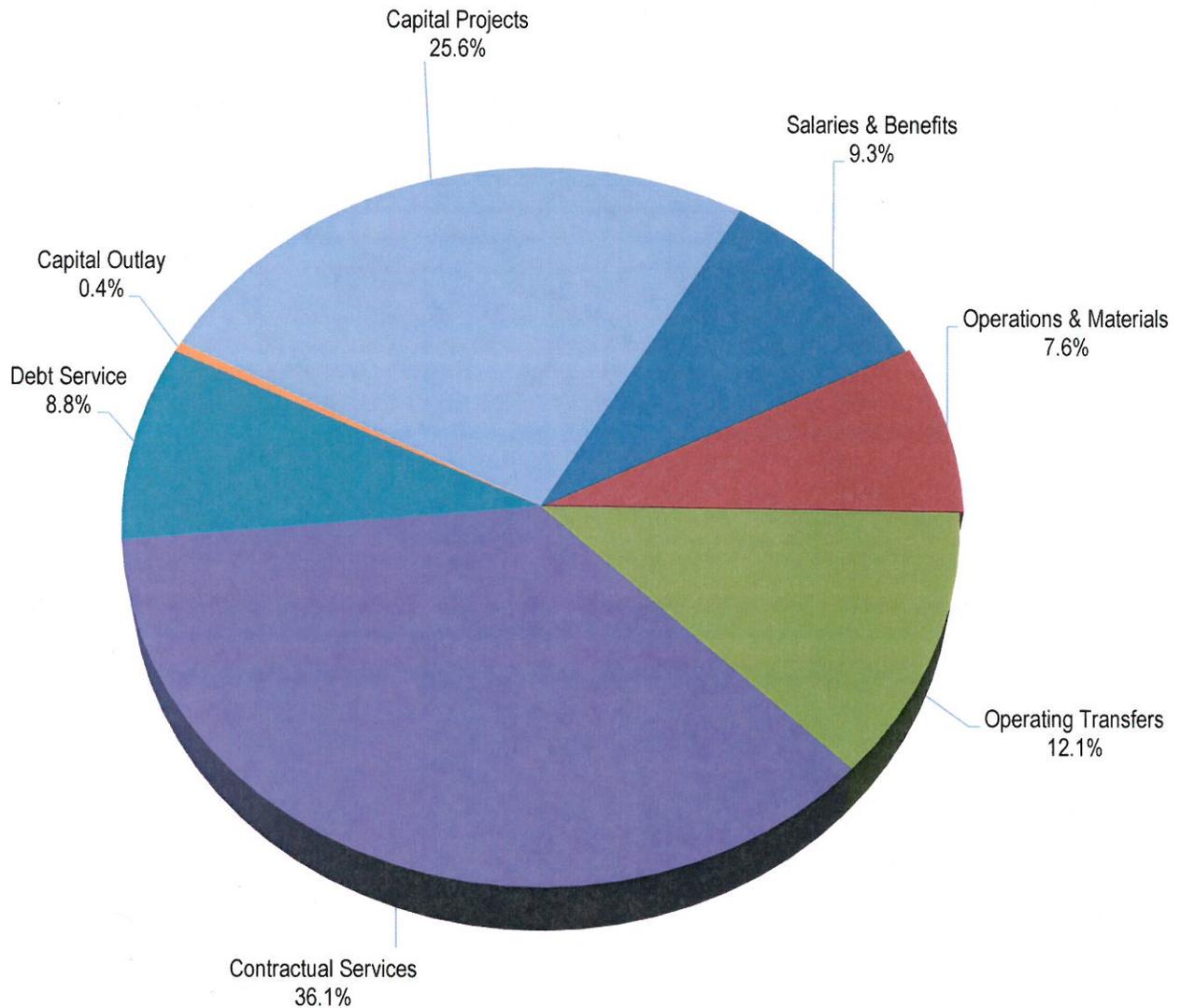


Salaries & Benefits	\$ 4,041,405
Operation & Materials	3,649,835
Operating Transfers	5,391,605
Contractual Services	15,936,375
Debt Service	3,943,615
Capital Outlay	774,000
Capital Projects	<u>23,031,000</u>
Total	\$56,767,835



# EXPENDITURES BY OBJECT

## 2016-2017



Salaries & Benefits	\$ 4,170,890
Operation & Materials	3,408,445
Operating Transfers	5,432,985
Contractual Services	16,183,680
Debt Service	3,942,670
Capital Outlay	200,000
Capital Projects	<u>11,478,000</u>
Total	\$44,816,670



## Expenditures by Object

Acct #	2012-2013 Actual (Audited)	2013-2014 Actual (Audited)	2014-2015 Adjusted Budget	2014-2015 Year End Estimate	2015-2016 Adopted Budget	2016-2017 Adopted Budget
<b>SALARIES &amp; WAGES:</b>						
3010 SALARIES	2,219,254	2,019,220	2,560,005	2,489,505	2,666,600	2,719,000
3040 OVERTIME	7,829	6,857	-	-	-	-
3050 COMPENSATORY TIME	15,661	21,876	-	-	-	-
3100 SICK LEAVE	34,147	32,645	-	-	-	-
3110 HOLIDAY	107,883	101,039	-	-	-	-
3120 VACATION	116,980	117,793	-	-	-	-
3125 MANAGEMENT LEAVE	20,236	20,138	-	-	-	-
<b>TOTAL SALARIES &amp; WAGES</b>	<b>2,521,991</b>	<b>2,319,568</b>	<b>2,560,005</b>	<b>2,489,505</b>	<b>2,666,600</b>	<b>2,719,000</b>
<b>BENEFITS:</b>						
3510 CAFETERIA PLAN	2,655	482,992	516,600	516,600	528,000	552,000
3511 PERS-ADMIN FEE	-	674	900	900	905	925
3515 PERS-HEALTH INSURANCE-RETIRED	13,800	14,400	19,200	19,200	21,600	26,400
3520 DENTAL/VISION INSURANCE	-	106	-	-	-	-
3530 MEDICARE & SOCIAL SECURITY	46,846	52,980	45,710	45,710	49,040	50,085
3540 WORKER'S COMPENSATION	796	1,440	-	-	-	-
3560 PERS-RETIREMENT	524,589	536,607	565,790	565,790	666,450	710,330
3580 DEFERRED COMPENSATION	5,685	5,849	6,200	6,200	8,180	8,345
3590 LIFE INSURANCE	7,179	7,298	7,980	7,980	8,430	8,605
3600 AUTO ALLOWANCE	19,238	22,836	17,400	17,400	19,200	19,200
3650 VACATION BUYBACK	36,460	30,773	30,000	30,000	28,000	29,000
3655 SICK LEAVE INCENTIVE	23,067	25,933	22,000	22,000	22,000	23,000
3660 ADMINISTRATIVE LEAVE BUYBACK	13,203	24,059	15,000	15,000	21,000	22,000
3665 COMPENSATORY TIME BUYBACK	-	-	2,000	2,000	2,000	2,000
<b>TOTAL BENEFITS</b>	<b>693,518</b>	<b>1,205,946</b>	<b>1,248,780</b>	<b>1,248,780</b>	<b>1,374,805</b>	<b>1,451,890</b>
<b>OPERATIONS &amp; MATERIALS:</b>						
4010 ELECTRICITY	183,975	183,190	221,200	215,850	191,490	193,090
4011 ELECTRICITY-STREET LIGHTING	512,435	515,916	563,000	525,000	563,000	563,000
4020 GAS	19,478	19,830	19,600	18,900	18,560	18,560
4030 WATER/SEWER	285,398	287,550	271,100	331,500	369,020	391,520
4040 PEST CONTROL SUPPLIES	11,175	-	500	-	550	550
4045 LANDSCAPING SUPPLIES	-	738	1,750	700	1,850	1,850
4050 TRASH	1,426	-	1,000	-	500	500
4055 JANITORIAL SUPPLIES	28,454	11,887	25,600	19,500	17,700	17,700
4060 TELEPHONE	69,792	61,512	54,230	57,570	65,900	65,900
4061 CELL PHONES/SATELLITE PHONES	1,198	5,312	12,610	6,865	9,760	9,760
4062 AIR CARDS	-	7,027	12,940	10,500	15,100	18,460
4065 INTERNET/CABLE/SATELLITE	-	1,714	1,160	1,160	1,830	1,830
4066 ALARM MONITORING	-	7,370	6,500	7,220	7,780	7,780
4070 BUILDING MAINTENANCE	69,966	37,441	36,300	29,000	72,150	54,000
4075 PUBLIC FACILITIES IMPROVEMENT	-	562	10,000	-	10,000	10,000
4080 BUILDING SERVICES DEPARTMENT CHARGE	-	-	-	-	253,420	10,875
4100 EXTRAORDINARY ITEM LOSS	2,548,384	946,087	-	-	-	-
4101 OPERATING TRANSFER OUT-GENERAL FUND	3,870,971	20,000	20,000	20,000	-	-
4104 OPERATING TRANSFER OUT-GAS TAX	178,846	-	-	-	-	-
4107 OPERATING TRANSFER OUT-DIF	46,816	-	-	-	-	-
4108 OPERATING TRANSFER OUT-DEVELOPER FEES	49,110	-	-	-	-	-
4112 OPERATING TRANSFER OUT-LMD	-	-	-	-	-	-
4116 OPERATING TRANSFER OUT-PMD	33,637	31,560	38,890	38,890	52,520	53,805
4118 OPERATING TRANSFER OUT-FEMA	-	-	-	-	-	-
4123 OPERATING TRANSFER OUT-GEN CAPITAL FINANCING	3,493,864	-	89,115	-	-	-
4127 OPERATING TRANSFER OUT-GRANTS FUND	42,578	-	-	-	-	-
4128 OPERATING TRANSFER OUT-PARAMEDIC DEPT.	655,330	655,139	1,109,845	1,109,845	1,257,080	1,295,010
4130 OPERATING TRANSFER OUT-MAJOR GRANTS FUND	61,685	1,868	-	-	-	-

## Expenditures by Object

Acct #	2012-2013 Actual (Audited)	2013-2014 Actual (Audited)	2014-2015 Adjusted Budget	2014-2015 Year End Estimate	2015-2016 Adopted Budget	2016-2017 Adopted Budget
4141						
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# Expenditures by Object

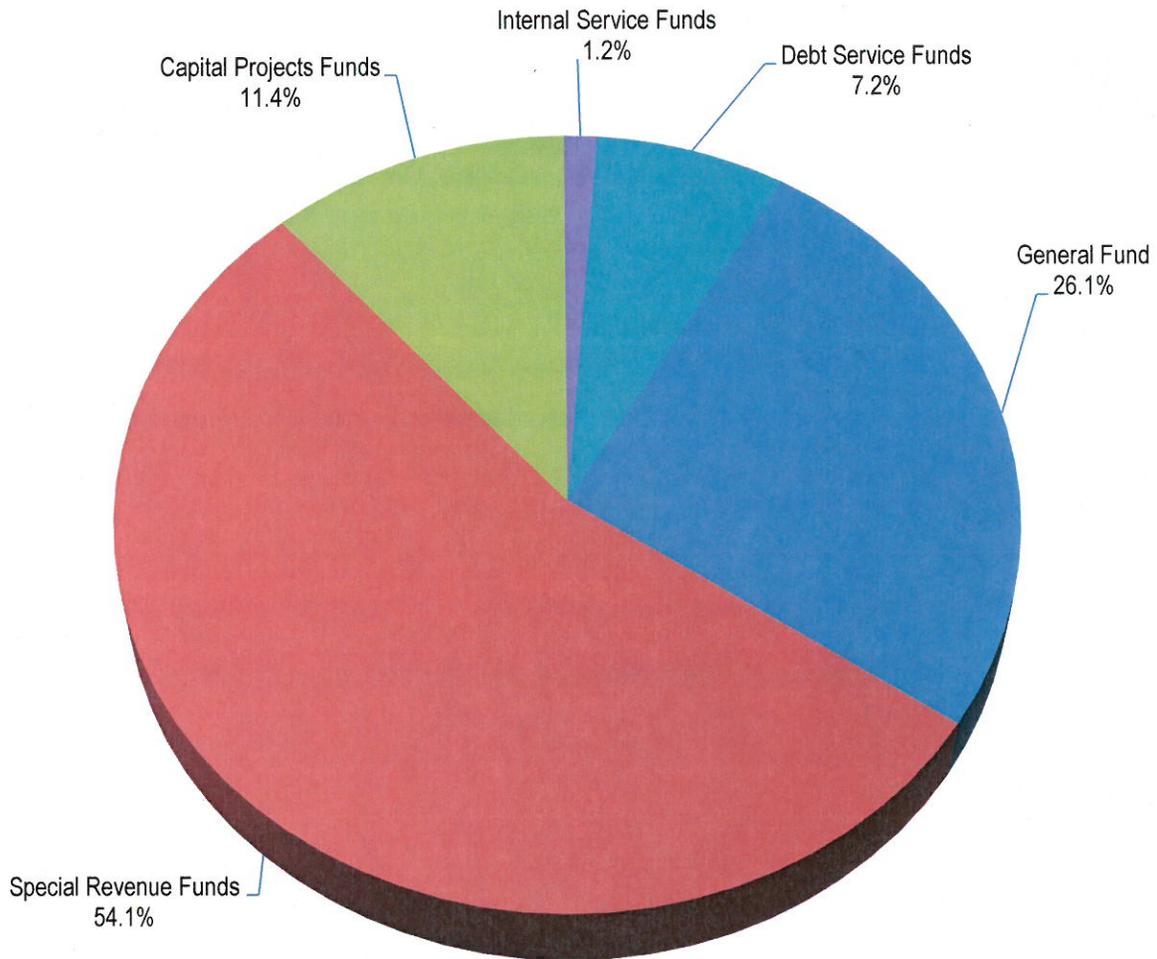
Acct #	2012-2013 Actual (Audited)	2013-2014 Actual (Audited)	2014-2015 Adjusted Budget	2014-2015 Year End Estimate	2015-2016 Adopted Budget	2016-2017 Adopted Budget
4415	-	91,803	-	-	-	-
4416	-	12,657	-	-	-	-
4417	-	-	-	-	-	-
4418	-	-	-	-	-	-
4419	-	-	-	-	-	-
4420	-	-	-	-	-	-
4450	30,947	24,748	10,000	58,050	10,000	10,000
<b>TOTAL OPERATIONS &amp; MATERIALS</b>	<b>34,922,615</b>	<b>10,093,225</b>	<b>9,279,295</b>	<b>8,913,015</b>	<b>9,041,440</b>	<b>8,841,430</b>
<b>CONTRACTUAL SERVICES:</b>						
4504	23,376	44,172	36,400	37,650	52,800	55,015
4505	1,800	1,350	2,000	2,000	2,000	2,000
4506	13,836	3,352	10,000	8,000	8,000	8,000
4507	26,805	21,200	13,365	13,365	13,365	13,365
4509	275,923	-	-	-	-	-
4510	64,120	35,270	42,425	42,425	43,950	45,325
4513	3,600	900	3,600	1,800	3,600	3,600
4515	200	-	-	-	2,550	-
4516	1,200	1,000	1,500	1,500	1,500	1,500
4517	587	105	750	250	750	750
4520	185,023	203,555	187,000	187,000	190,000	160,000
4525	50,458	48,102	45,300	45,300	48,100	48,100
4526	431,275	430,151	477,450	455,000	477,540	477,540
4530	30,295	30,992	38,500	38,500	35,000	38,500
4533	11,884	2,379	3,300	3,300	3,300	3,300
4534	57,037	29,520	44,000	-	22,005	22,005
4535	-	1,500	500	-	500	500
4537	9,480	8,100	11,000	11,000	9,750	9,750
4538	-	-	60,000	43,000	196,040	196,040
4540	218,425	225,668	395,000	270,000	395,200	395,200
4542	2,393	1,419	3,000	1,250	3,000	3,000
4543	1,402	1,351	2,000	1,500	2,000	2,000
4545	38,345	72,405	40,710	37,710	41,210	41,210
4547	-	-	-	-	50,000	50,000
4548	-	-	-	-	-	-
4550	2,479,633	3,202,379	2,531,300	3,287,735	321,200	310,500
4551	180,244	129,045	130,000	130,000	148,000	148,000
4552	10,278	-	1,500	1,500	1,500	1,500
4553	890	1,360	1,500	1,500	1,400	1,400
4554	361,038	432,909	330,437	179,000	234,125	118,125
4556	74	-	-	-	-	-
4557	33,624	34,013	30,000	22,000	40,000	50,000
4558	-	-	10,000	-	10,000	10,000
4560	6,838,910	7,112,442	7,572,895	7,433,570	7,989,245	8,238,670
4561	1,207	966	2,000	1,250	2,000	2,000
4563	3,234	-	5,000	5,000	3,250	3,250
4564	56,116	56,405	57,000	57,000	60,000	63,800
4565	354,112	415,685	434,615	434,615	436,205	447,110
4566	653	141	2,000	2,000	2,000	2,000
4567	850,784	866,702	1,327,220	1,327,220	1,455,060	1,505,990
4569	1,625,848	2,092,701	2,225,430	2,225,430	2,513,715	2,604,250
4570	40,030	59,588	93,000	70,000	80,000	80,000
4571	-	-	2,000	2,000	2,000	2,000
4572	-	-	5,000	5,000	3,000	3,000
4573	-	-	1,000	1,000	500	500
4574	-	-	5,000	5,000	5,000	5,000

## Expenditures by Object

Acct #	2012-2013 Actual (Audited)	2013-2014 Actual (Audited)	2014-2015 Adjusted Budget	2014-2015 Year End Estimate	2015-2016 Adopted Budget	2016-2017 Adopted Budget
4575	-	-	1,000	1,000	1,000	1,000
4576	-	2,428	10,500	10,500	10,500	10,500
4577	-	-	-	-	-	-
4578	3,313	24,749	30,000	30,000	35,000	39,000
4580	124,447	158,566	160,000	160,000	175,000	180,000
4582	31,927	22,152	159,500	126,500	34,500	9,500
4585	342,631	302,819	299,355	373,325	338,650	352,990
4586	138,000	138,000	138,000	-	-	-
4587	-	26,598	7,765	7,765	8,265	8,520
4588	-	68,907	67,935	67,935	75,675	77,410
4589	-	8,589	10,680	11,180	12,420	12,420
4591	-	47,370	108,000	63,000	15,000	15,000
4596	51,780	50,423	67,000	64,500	64,500	64,500
4600	-	-	-	-	5,000	-
4605	-	28,638	4,000	-	4,000	4,000
4611	-	2,200	-	-	30,000	-
4613	390	-	-	-	-	-
4621	7,050	3,613	14,450	11,000	7,500	7,500
4622	425	485	625	625	635	675
4625	7,892	3,084	7,000	6,000	6,000	6,000
4626	7,169	11,181	9,000	9,000	11,000	11,500
4627	-	4,278	5,000	2,000	5,000	5,000
4662	17,508	-	-	-	-	-
4664	-	-	-	-	12,000	12,000
4665	94,500	85,177	126,300	106,000	106,000	124,000
4666	-	-	-	-	11,200	11,200
4667	-	-	-	-	-	-
4680	43,395	57,211	53,920	53,920	57,170	57,170
<b>TOTAL CONTRACTUAL SERVICES</b>	<b>15,154,564</b>	<b>16,613,293</b>	<b>17,464,727</b>	<b>17,495,620</b>	<b>15,936,375</b>	<b>16,183,680</b>
<b>DEBT SERVICE:</b>						
5100	1,215,000	1,265,000	1,320,000	1,320,000	1,375,000	1,435,000
5200	2,733,160	2,680,594	2,625,610	2,625,610	2,568,615	2,507,670
<b>TOTAL DEBT SERVICE</b>	<b>3,948,160</b>	<b>3,945,594</b>	<b>3,945,610</b>	<b>3,945,610</b>	<b>3,943,615</b>	<b>3,942,670</b>
<b>CAPITAL OUTLAY:</b>						
6010	-	7,303	-	295,475	-	-
6030	139,691	46,623	-	-	-	-
6040	242,924	210,895	252,000	210,000	274,000	200,000
6060	506	143,924	-	-	500,000	-
6070	-	4,500	-	-	-	-
<b>TOTAL CAPITAL OUTLAY</b>	<b>383,120</b>	<b>413,244</b>	<b>252,000</b>	<b>505,475</b>	<b>774,000</b>	<b>200,000</b>
<b>CAPITAL PROJECTS:</b>						
6530	2,011,971	1,793,058	3,793,345	3,352,000	11,245,000	4,610,000
6533	-	6,302,212	-	4,250,000	-	-
6545	-	158,634	1,548,475	1,012,000	1,064,000	-
6550	2,047,551	-	643,000	140,000	5,487,000	503,000
6600	-	3,439,089	515,000	750,000	2,293,000	-
6811	144,315	25,832	776,000	571,000	-	-
6813	5,207,553	9,873,614	-	1,250,000	2,407,000	6,296,000
6816	-	-	-	-	535,000	69,000
6850	172,669	-	-	-	-	-
<b>TOTAL CAPITAL PROJECTS</b>	<b>9,584,058</b>	<b>21,592,439</b>	<b>7,275,820</b>	<b>11,325,000</b>	<b>23,031,000</b>	<b>11,478,000</b>
<b>TOTAL EXPENDITURES BY OBJECT</b>	<b>67,208,027</b>	<b>56,183,309</b>	<b>42,026,237</b>	<b>45,923,005</b>	<b>56,767,835</b>	<b>44,816,670</b>

# EXPENDITURES BY FUND

## 2015-2016

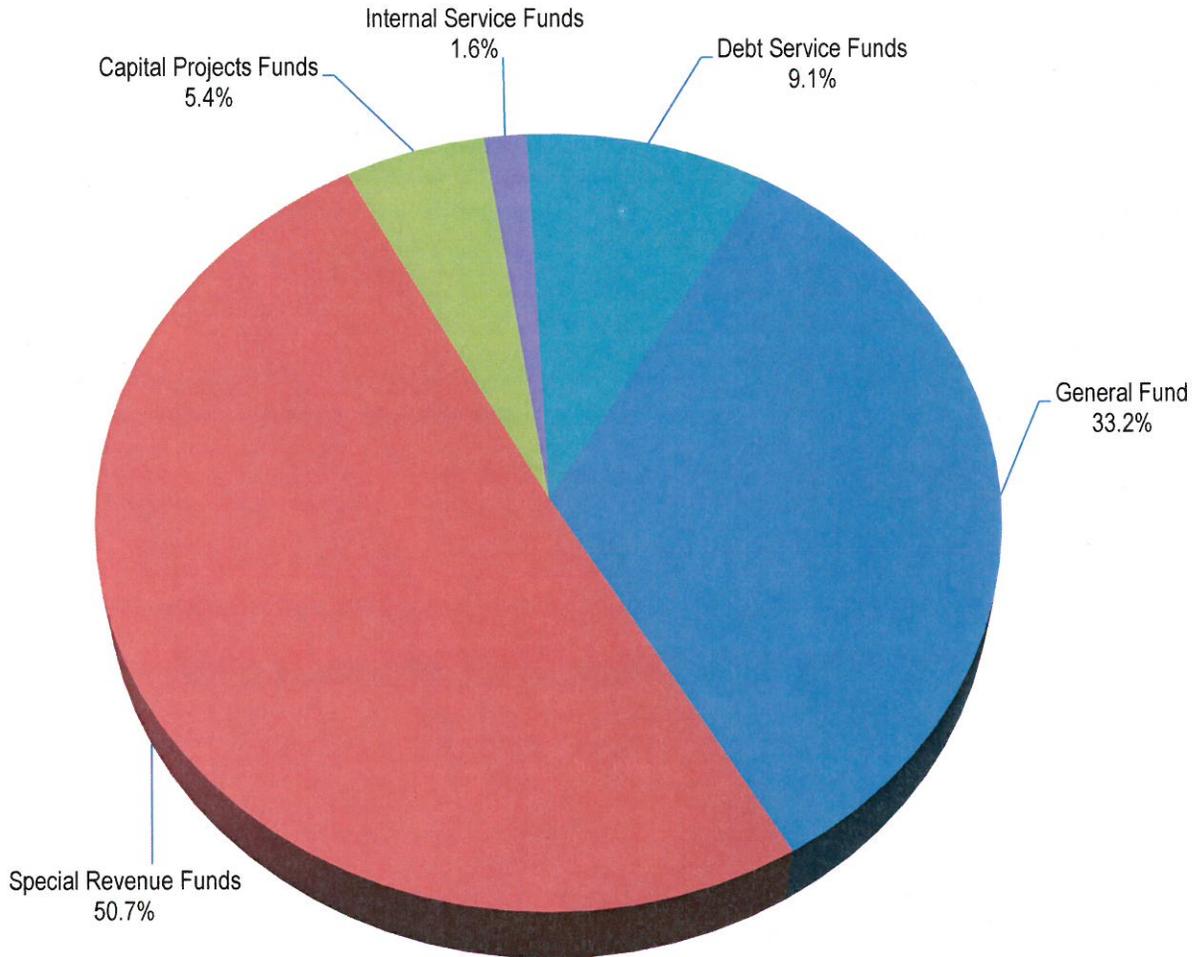


General Fund	\$14,813,305
Special Revenue Funds	30,709,280
Capital Projects Funds	6,466,615
Internal Service Funds	696,630
Debt Service Funds	<u>4,082,005</u>
Total	\$56,767,835



# EXPENDITURES BY FUND

## 2016-2017



General Fund	\$14,895,030
Special Revenue Funds	22,722,680
Capital Projects Funds	2,401,900
Internal Service Funds	712,890
Debt Service Funds	<u>4,084,170</u>
Total	\$44,816,670



# Expenditures By Fund

Dept#	Fund Name - Fund No.	2012-2013 Actual (Audited)	2013-2014 Actual (Audited)	2014-2015 Adjusted Budget	2014-2015 Year End Estimate	2015-2016 Adopted Budget	2016-2017 Adopted Budget
<b>GENERAL FUND - 001</b>							
1000	CITY COUNCIL	135,093	159,061	164,040	160,290	169,645	174,690
1200	CITY CLERK	276,573	246,679	297,605	294,105	277,320	297,560
1450	GENERAL GOVERNMENT	7,486,782	1,647,345	795,305	705,340	755,690	735,125
1600	PERSONNEL	63,753	52,615	72,625	72,025	66,325	65,280
1700	FINANCE	471,987	451,583	527,375	517,675	571,410	542,200
2000	POLICE DEPARTMENT	7,129,516	7,436,667	7,873,580	7,729,040	8,355,220	8,610,730
2200	ANIMAL CONTROL	363,356	424,247	446,215	445,115	441,855	452,810
3100	PUBLIC WORKS	1,897,935	-	-	-	-	-
3200	ENGINEERING	630,512	462,229	452,325	446,875	334,615	333,150
4100	PLANNING	983,802	960,953	939,457	771,670	934,915	774,950
4200	PUBLIC SERVICES	385,952	394,791	451,980	427,340	479,885	481,290
4500	BUILDING & SAFETY	321,460	341,083	536,185	405,485	544,805	535,370
4600	CODE ENFORCEMENT	399,779	406,220	446,610	412,110	612,125	608,215
6000	PARKS	1,041,244	995,452	1,116,840	1,041,510	1,079,105	1,095,285
6010	GRAFFITI	105,062	97,051	109,360	95,510	112,800	116,995
6020	COMMUNITY VOLUNTEER SERVICES	83,691	68,848	103,180	95,250	71,240	65,380
6100	TRAILS	8,333	567	8,500	3,000	6,350	6,000
	<b>TOTAL GENERAL FUND</b>	<b>21,784,830</b>	<b>14,145,390</b>	<b>14,341,182</b>	<b>13,622,340</b>	<b>14,813,305</b>	<b>14,895,030</b>
<b>TRAFFIC SAFETY - 002</b>							
8200	TRAFFIC SAFETY	255,699	253,744	552,115	183,500	432,000	576,500
	<b>TOTAL TRAFFIC SAFETY</b>	<b>255,699</b>	<b>253,744</b>	<b>552,115</b>	<b>183,500</b>	<b>432,000</b>	<b>576,500</b>
<b>GAS TAX - 004</b>							
8310	GAS TAX	1,897,935	1,426,764	1,590,230	1,447,080	2,536,920	1,219,065
	<b>TOTAL GAS TAX</b>	<b>1,897,935</b>	<b>1,426,764</b>	<b>1,590,230</b>	<b>1,447,080</b>	<b>2,536,920</b>	<b>1,219,065</b>
<b>ARTICLE 3 - 005</b>							
8320	ARTICLE 3	-	93,192	-	50,000	742,000	5,000
	<b>TOTAL ARTICLE 3</b>	<b>-</b>	<b>93,192</b>	<b>-</b>	<b>50,000</b>	<b>742,000</b>	<b>5,000</b>
<b>CDBG - 006</b>							
8400	HOUSING & COMMUNITY DEVELOPMENT	169,664	530,081	733,280	733,280	873,600	204,235
	<b>TOTAL CDBG</b>	<b>169,664</b>	<b>530,081</b>	<b>733,280</b>	<b>733,280</b>	<b>873,600</b>	<b>204,235</b>
<b>DEVELOPMENT IMPACT FEES - 007</b>							
8330	DEVELOPMENT IMPACT FEES	1,333,613	2,667,277	95,000	361,000	1,086,000	521,000
	<b>TOTAL DEVELOPMENT IMPACT FEES</b>	<b>1,333,613</b>	<b>2,667,277</b>	<b>95,000</b>	<b>361,000</b>	<b>1,086,000</b>	<b>521,000</b>
<b>DEVELOPER FEES - 008</b>							
8340	DEVELOPER FEES	123,234	14,185	305,270	186,270	101,700	27,130
	<b>TOTAL DEVELOPER FEES</b>	<b>123,234</b>	<b>14,185</b>	<b>305,270</b>	<b>186,270</b>	<b>101,700</b>	<b>27,130</b>
<b>CAPITAL IMPROVEMENTS - 010</b>							
3830	FACILITIES CONSTRUCTION	-	-	-	-	-	-
	<b>TOTAL CAPITAL IMPROVEMENTS</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>

# Expenditures By Fund

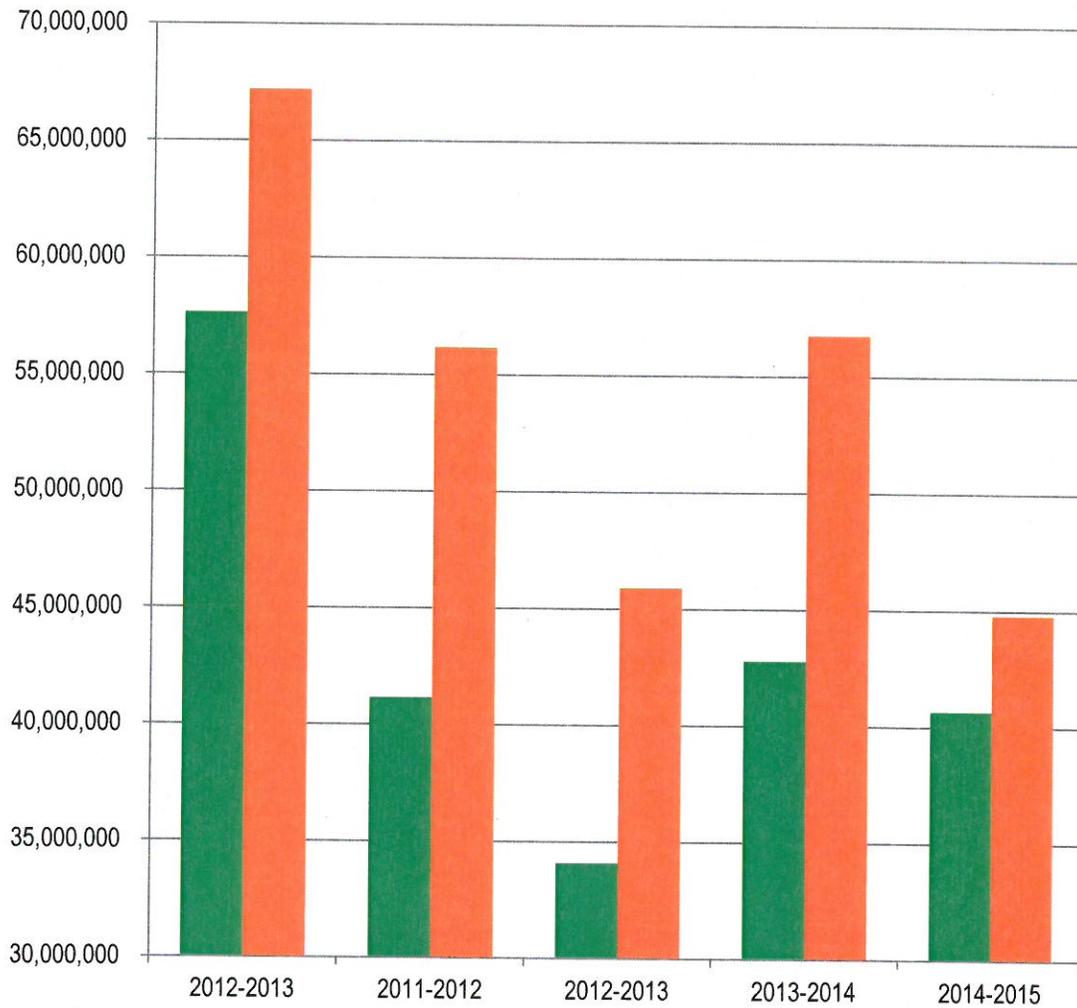
Dept#	Fund Name - Fund No.	2012-2013 Actual (Audited)	2013-2014 Actual (Audited)	2014-2015 Adjusted Budget	2014-2015 Year End Estimate	2015-2016 Adopted Budget	2016-2017 Adopted Budget
<b>OFFICE OF TRAFFIC SAFETY - 011</b>							
8420	OFFICE OF TRAFFIC SAFETY	-	-	-	-	-	-
	<b>TOTAL OFFICE OF TRAFFIC SAFETY</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>LANDSCAPE MAINTENANCE DISTRICT - 012</b>							
8500	LANDSCAPE MAINTENANCE DISTRICT	239,485	276,419	248,080	378,500	449,140	471,180
	<b>TOTAL LANDSCAPE MAINTENANCE DISTRICT</b>	<b>239,485</b>	<b>276,419</b>	<b>248,080</b>	<b>378,500</b>	<b>449,140</b>	<b>471,180</b>
<b>STREET LIGHT DISTRICT - 013</b>							
8510	STREET LIGHT DISTRICT	517,689	524,407	571,800	528,500	603,000	603,000
	<b>TOTAL STREET LIGHT DISTRICT</b>	<b>517,689</b>	<b>524,407</b>	<b>571,800</b>	<b>528,500</b>	<b>603,000</b>	<b>603,000</b>
<b>COMMUNITY FACILITIES DISTRICTS - 014</b>							
8520	COMMUNITY FACILITIES DISTRICTS	7,229	10,290	10,600	8,550	11,100	11,100
	<b>TOTAL COMMUNITY FACILITIES DISTRICTS</b>	<b>7,229</b>	<b>10,290</b>	<b>10,600</b>	<b>8,550</b>	<b>11,100</b>	<b>11,100</b>
<b>COMMUNITY TRAILS DISTRICT - 015</b>							
8530	COMMUNITY TRAILS DISTRICT	9,923	19,873	19,850	18,050	17,500	17,500
	<b>TOTAL COMMUNITY TRAILS DISTRICT</b>	<b>9,923</b>	<b>19,873</b>	<b>19,850</b>	<b>18,050</b>	<b>17,500</b>	<b>17,500</b>
<b>PARKS MAINTENANCE DISTRICT - 016</b>							
8540	PARKS MAINTENANCE DISTRICT	84,092	80,889	97,220	91,870	131,300	134,510
	<b>TOTAL PARKS MAINTENANCE DISTRICT</b>	<b>84,092</b>	<b>80,889</b>	<b>97,220</b>	<b>91,870</b>	<b>131,300</b>	<b>134,510</b>
<b>MEASURE I - 017</b>							
8350	MEASURE I	1,572,136	834,158	1,975,000	1,944,000	2,877,000	963,000
	<b>TOTAL MEASURE I</b>	<b>1,572,136</b>	<b>834,158</b>	<b>1,975,000</b>	<b>1,944,000</b>	<b>2,877,000</b>	<b>963,000</b>
<b>FEMA - 018</b>							
8600	FEMA	35,613	-	-	-	-	-
	<b>TOTAL FEMA</b>	<b>35,613</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>AIR QUALITY MANAGEMENT DISTRICT - 020</b>							
8440	AB 2766	21,835	59,494	217,000	40,000	559,490	59,950
	<b>TOTAL AIR QUALITY MANAGEMENT DISTRICT</b>	<b>21,835</b>	<b>59,494</b>	<b>217,000</b>	<b>40,000</b>	<b>559,490</b>	<b>59,950</b>
<b>COPS - 021</b>							
8450	AB 3229	100,021	100,026	100,500	100,500	100,500	100,500
	<b>TOTAL COPS</b>	<b>100,021</b>	<b>100,026</b>	<b>100,500</b>	<b>100,500</b>	<b>100,500</b>	<b>100,500</b>
<b>GENERAL CAPITAL FINANCING - 023</b>							
3890	CAPITAL CONSTRUCTION	2,588,363	761,780	1,383,730	1,074,000	2,178,490	1,050,950
	<b>TOTAL GENERAL CAPITAL FINANCING</b>	<b>2,588,363</b>	<b>761,780</b>	<b>1,383,730</b>	<b>1,074,000</b>	<b>2,178,490</b>	<b>1,050,950</b>

# Expenditures By Fund

Dept#	Fund Name - Fund No.	2012-2013 Actual (Audited)	2013-2014 Actual (Audited)	2014-2015 Adjusted Budget	2014-2015 Year End Estimate	2015-2016 Adopted Budget	2016-2017 Adopted Budget
<b>STREET/STORM DRAIN MAINTENANCE DISTRICT - 024</b>							
8470	STREET/STORM DRAIN MAINTENANCE DISTRICT	15,524	-	19,500	7,500	20,400	20,700
	<b>TOTAL STREET/STORM DRAIN MAINT. DISTRICT</b>	<b>15,524</b>	<b>-</b>	<b>19,500</b>	<b>7,500</b>	<b>20,400</b>	<b>20,700</b>
<b>JUSTICE ASSISTANCE GRANT - 026</b>							
8480	JUSTICE ASSISTANCE GRANT	28,173	6,754	18,000	18,000	18,000	18,000
	<b>TOTAL JUSTICE ASSISTANCE GRANT</b>	<b>28,173</b>	<b>6,754</b>	<b>18,000</b>	<b>18,000</b>	<b>18,000</b>	<b>18,000</b>
<b>GRANTS FUND - 027</b>							
8490	MISCELLANEOUS GRANTS	782,075	4,281,643	1,964,000	1,964,000	5,393,000	369,000
	<b>TOTAL GRANTS FUND</b>	<b>782,075</b>	<b>4,281,643</b>	<b>1,964,000</b>	<b>1,964,000</b>	<b>5,393,000</b>	<b>369,000</b>
<b>PARAMEDIC DEPARTMENT - 028</b>							
2050	PARAMEDIC DEPARTMENT	1,011,956	1,012,646	1,460,845	1,460,845	1,607,080	1,645,010
	<b>TOTAL PARAMEDIC DEPARTMENT</b>	<b>1,011,956</b>	<b>1,012,646</b>	<b>1,460,845</b>	<b>1,460,845</b>	<b>1,607,080</b>	<b>1,645,010</b>
<b>FIRE DEPARTMENT - 029</b>							
2100	FIRE DEPARTMENT	2,533,776	3,081,249	3,574,185	3,574,185	4,574,845	4,139,310
	<b>TOTAL FIRE DEPARTMENT</b>	<b>2,533,776</b>	<b>3,081,249</b>	<b>3,574,185</b>	<b>3,574,185</b>	<b>4,574,845</b>	<b>4,139,310</b>
<b>MAJOR GRANTS FUND - 030</b>							
8495	MAJOR GRANTS	5,403,402	6,690,437	444,000	444,000	4,272,000	7,371,000
	<b>TOTAL MAJOR GRANTS FUND</b>	<b>5,403,402</b>	<b>6,690,437</b>	<b>444,000</b>	<b>444,000</b>	<b>4,272,000</b>	<b>7,371,000</b>
<b>INSURANCE - 041</b>							
9500	GENERAL LIABILITY	1,524,807	666,895	684,695	684,695	443,210	459,950
	<b>TOTAL INSURANCE</b>	<b>1,524,807</b>	<b>666,895</b>	<b>684,695</b>	<b>684,695</b>	<b>443,210</b>	<b>459,950</b>
<b>GENERAL SERVICES - 042</b>							
9510	BUILDING SERVICES	294,563	214,979	259,700	218,760	253,420	252,940
	<b>TOTAL GENERAL SERVICES</b>	<b>294,563</b>	<b>214,979</b>	<b>259,700</b>	<b>218,760</b>	<b>253,420</b>	<b>252,940</b>
<b>HOUSING AUTHORITY - 070</b>							
7000	HOUSING AUTHORITY	6,460	40,242	223,855	59,655	226,800	167,920
	<b>TOTAL HOUSING AUTHORITY</b>	<b>6,460</b>	<b>40,242</b>	<b>223,855</b>	<b>59,655</b>	<b>226,800</b>	<b>167,920</b>
<b>SARDA - 082, 087, 088 &amp; 089</b>							
8020	SARDA RPTTF	2,730,954	4,149,236	4,220,610	4,220,610	4,082,005	4,084,170
8070	SARDA BOND PROCEEDS	1,296,279	8,950,349	2,695,470	7,987,230	4,277,025	1,339,850
8080	SARDA LOW/MODERATE INCOME HOUSING	3,068,475	6,771	-	295,475	5,000	5,000
8090	SARDA DEBT SERVICE	17,770,225	5,284,142	4,220,610	4,220,610	4,082,005	4,084,170
	<b>TOTAL SUCCESSOR AGENCY TO THE RDA (SARDA)</b>	<b>24,865,934</b>	<b>18,390,498</b>	<b>11,136,690</b>	<b>16,723,925</b>	<b>12,446,035</b>	<b>9,513,190</b>
<b>TOTAL EXPENDITURES BY FUND</b>		<b>67,208,027</b>	<b>56,183,310</b>	<b>42,026,327</b>	<b>45,923,005</b>	<b>56,767,835</b>	<b>44,816,670</b>



# REVENUES vs. EXPENDITURES HISTORY

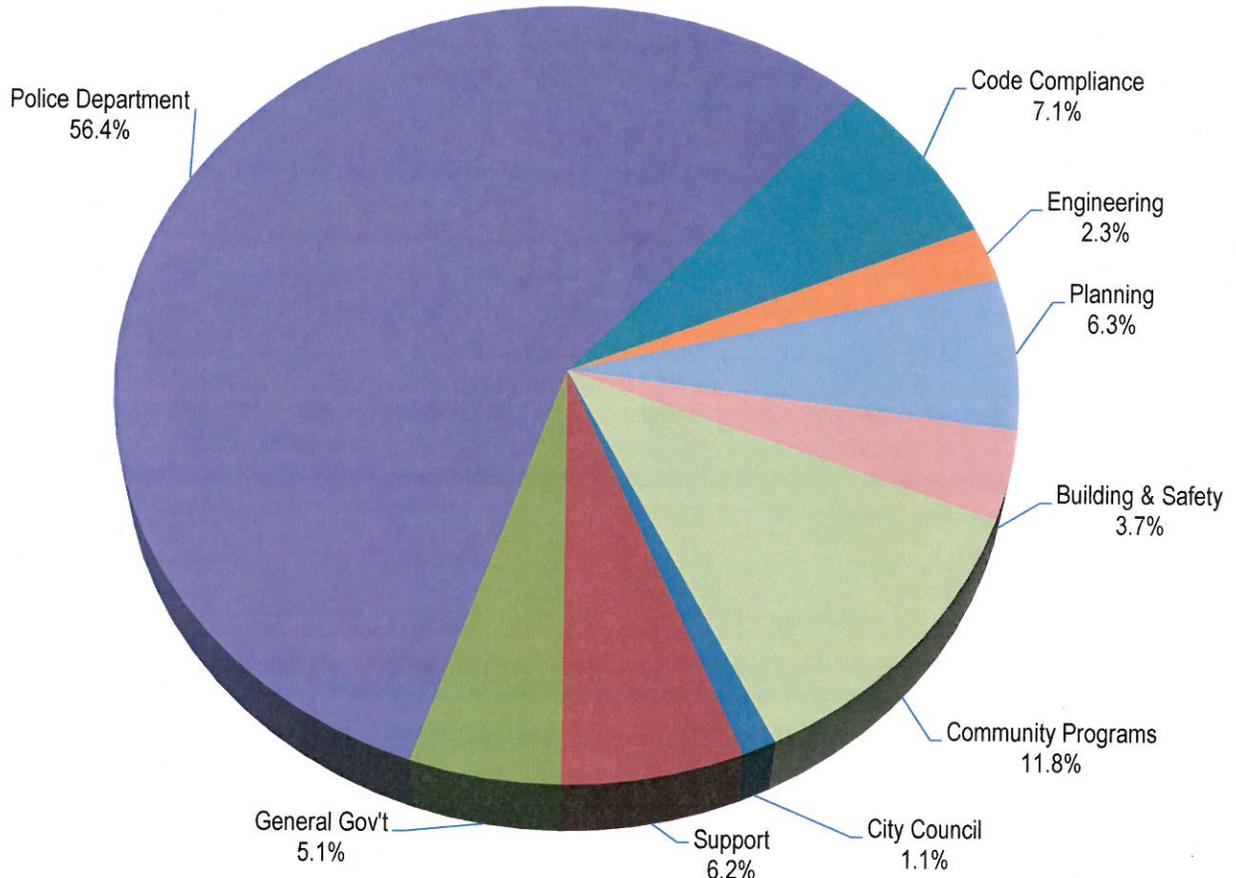


	Revenues	Expenditures
2012-2013	\$57,622,970	\$67,208,027
2013-2014	\$41,154,222	\$56,183,310
2014-2015	\$34,087,037	\$45,923,005
2015-2016	\$42,793,985	\$56,767,835
2016-2017	\$40,672,970	\$44,816,670



# GENERAL FUND EXPENDITURES

2015-2016

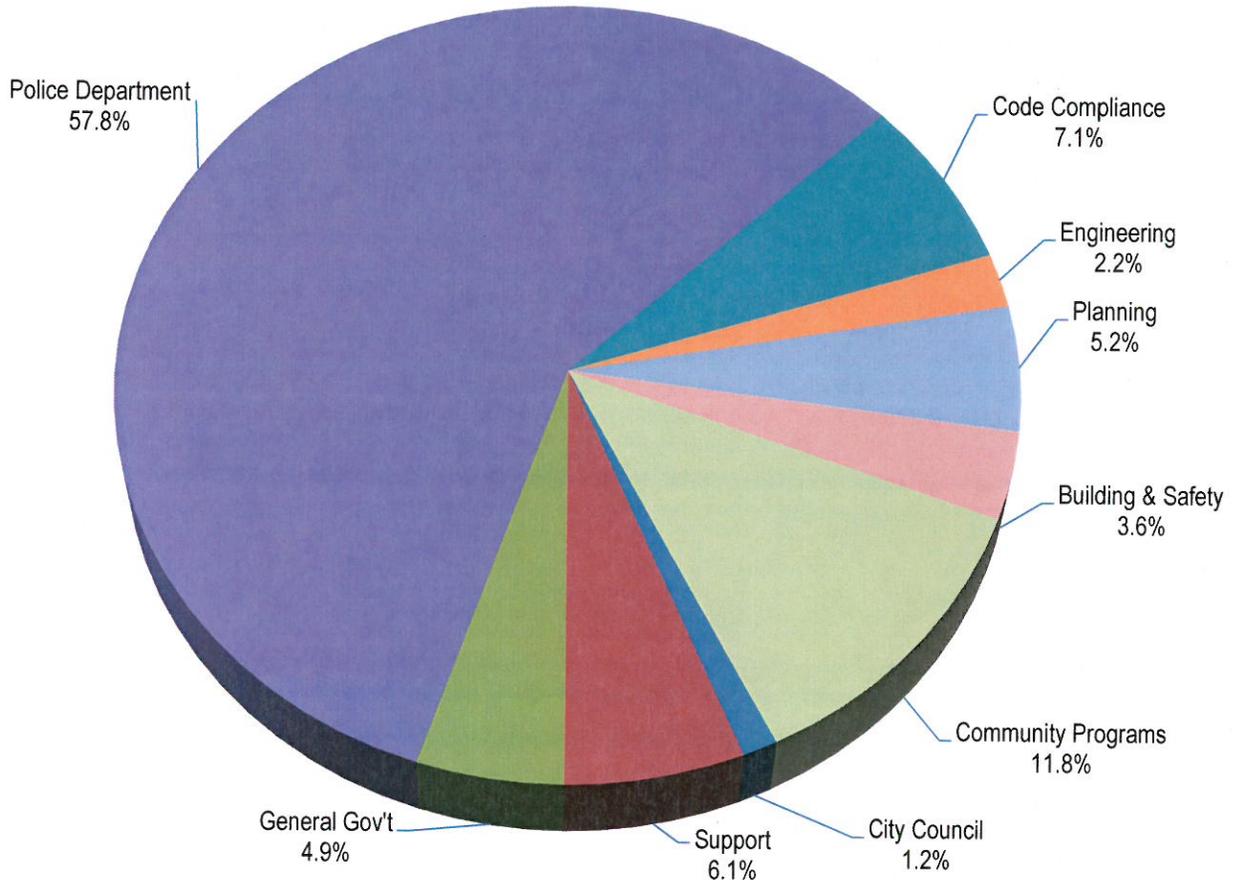


City Council	\$ 169,645
Support	915,055
General Government	755,690
Police Department	8,355,220
Code Compliance	1,053,980
Engineering	334,615
Planning	934,915
Building & Safety	544,805
Community Programs	<u>1,749,380</u>
Total	\$14,813,305



# GENERAL FUND EXPENDITURES

2016-2017



City Council	\$ 174,690
Support	905,040
General Government	735,125
Police Department	8,610,730
Code Compliance	1,061,025
Engineering	333,150
Planning	774,950
Building & Safety	535,370
Community Programs	<u>1,764,950</u>
Total	\$14,895,030



# 2015/2016 Salaries By Department

Position	City Council 1000	City Clerk 1200	General Government 1450	Personnel 1600	Finance 1700	Engineering 3200	Planning 4100	Public Services 4200	Building & Safety 4500	Code Enforcement 4600	Parks 6000	Graffiti 6010	Community Volunteer Services 6020
City Council-100%	9,600	-	-	-	-	-	-	-	-	-	-	-	-
City Council-100%	9,600	-	-	-	-	-	-	-	-	-	-	-	-
City Council-100%	9,600	-	-	-	-	-	-	-	-	-	-	-	-
City Council-100%	9,600	-	-	-	-	-	-	-	-	-	-	-	-
City Council-100%	9,600	-	-	-	-	-	-	-	-	-	-	-	-
City Manager-75%-15%-5%-5%	-	-	134,400	-	-	-	-	-	-	-	-	-	-
Director of Admin Services-15%-15%-35%-15%-5%-15%	-	-	20,670	20,670	48,230	-	-	-	-	-	-	-	-
Senior Accountant-90%-10%	-	-	-	-	67,320	-	-	-	-	-	-	-	-
Accounting Technician II-90%-10%	-	-	-	-	47,250	-	-	-	-	-	-	-	-
Accounting Technician I-100%	-	-	-	-	47,600	-	-	-	-	-	-	-	-
Accounting Assistant II-100%	-	-	-	-	44,400	-	-	-	-	-	-	-	-
Finance Intern-100%	-	-	-	-	-	-	-	-	-	-	-	-	-
City Clerk-90%-5%-5%	-	84,600	-	-	-	-	-	-	-	-	-	-	-
Administrative Assistant I-95%-5%	-	40,945	-	-	-	-	-	-	-	-	-	-	-
Administrative Assistant II-100%	-	-	47,400	-	-	-	-	-	-	-	-	-	-
Administrative Assistant III-90%-10%	-	-	46,880	5,210	-	-	-	-	-	-	-	-	-
Administrative Analyst-100%	-	-	67,800	-	-	-	-	-	-	-	-	-	-
City Engineer/Public Works Director-35%-35%-30%	-	-	-	-	-	48,230	-	-	-	-	-	-	-
Asst. Public Works Director-50%-50%	-	-	-	-	-	-	-	-	-	-	-	-	-
Public Works Manager-5%-85%-10%	-	-	-	-	-	-	-	-	-	-	4,885	-	-
Maintenance Worker I-50%-50%	-	-	-	-	-	-	-	-	-	-	-	-	-
Senior Maintenance Worker-50%-25%-25%	-	-	-	-	-	-	-	-	-	-	26,100	-	-
Maintenance Worker I-100%	-	-	-	-	-	-	-	-	-	-	-	-	-
Maintenance Worker II-50%-25%-25%	-	-	-	-	-	-	-	-	-	-	-	-	-
Senior Maintenance Worker-100%	-	-	-	-	-	-	-	-	-	-	22,700	-	-
Maintenance Worker II-10%-45%-10%-10%-25%	-	-	-	-	-	-	-	-	-	-	-	52,200	-
Administrative Assistant II-65%-35%	-	-	-	-	-	-	-	-	-	-	-	-	-
Public Services Manager-100%	-	-	-	-	-	-	-	97,700	-	-	-	-	-
Public Services Coordinator-100%	-	-	-	-	-	-	-	67,800	-	-	-	-	-
Volunteer Coordinator-55%-22.5%-22.5%	-	-	-	-	-	-	-	-	-	-	-	-	22,220
Public Services Intern-100%	-	-	-	-	-	-	-	12,400	-	-	-	-	-
Comm. Dev. Director-75%-5%-10%-5%	-	-	-	-	-	-	103,350	-	6,890	6,890	-	-	-
Asst. Community Development Director-40%-25%-25%-10%	-	-	-	-	-	-	47,960	-	-	-	-	-	-
Senior Planner-100%	-	-	-	-	-	-	82,300	-	-	-	-	-	-
Associate Planner-100%	-	-	-	-	-	-	74,800	-	-	-	-	-	-
Planning Technician II-100%	-	-	-	-	-	-	55,000	-	-	-	-	-	-
Administrative Assistant III-100%	-	-	-	-	-	-	52,100	-	-	-	-	-	-
Planning Intern-100%	-	-	-	-	-	-	-	-	-	-	-	-	-
Building Official-50%-50%	-	-	-	-	-	-	-	-	50,550	50,550	-	-	-
Permit Technician-100%	-	-	-	-	-	-	-	-	49,900	-	-	-	-
Records Management Intern-100%	-	-	-	-	-	-	-	-	-	-	-	-	-
Records Management Intern-100%	-	-	-	-	-	-	-	-	-	-	-	-	-
Senior Code Compliance Officer-25%-75%	-	-	-	-	-	-	-	-	-	16,150	-	-	-
Senior Code Compliance Officer-100%	-	-	-	-	-	-	-	-	-	64,600	-	-	-
Administrative Assistant III-60%-40%	-	-	-	-	-	-	-	-	-	31,250	-	-	-
<b>TOTAL SALARIES BY DEPARTMENT</b>	<b>48,000</b>	<b>125,545</b>	<b>317,160</b>	<b>25,880</b>	<b>254,800</b>	<b>48,230</b>	<b>415,510</b>	<b>177,900</b>	<b>107,340</b>	<b>169,450</b>	<b>58,225</b>	<b>52,200</b>	<b>22,220</b>

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

# 2015/2016 Salaries By Department

Position	Gas Tax 8310	CDBG 8400	Records Mgmt. 8340	Landscape Maint. Districts 8500	Parks Maint. Districts 8540	Air Quality Management District 8440	General Capital Financing 3890	General Liability 9500	Building Services 9510	Housing Authority 7000	SARDA Bond Proc 8070	SARDA Admin 8090	2015/2016 Total Salaries
City Council-100%	-	-	-	-	-	-	-	-	-	-	-	-	9,600
City Council-100%	-	-	-	-	-	-	-	-	-	-	-	-	9,600
City Council-100%	-	-	-	-	-	-	-	-	-	-	-	-	9,600
City Council-100%	-	-	-	-	-	-	-	-	-	-	-	-	9,600
City Council-100%	-	-	-	-	-	-	-	-	-	-	-	-	9,600
City Manager-75%-15%-5%-5%	-	-	-	-	-	-	-	26,880	-	8,960	-	8,960	179,200
Director of Admin Services-15%-15%-35%-15%-5%-5%-15%	-	-	-	-	-	-	-	20,670	-	6,890	-	20,670	137,800
Senior Accountant-90%-10%	-	-	-	-	-	-	-	-	-	-	-	7,480	74,800
Accounting Technician II-90%-10%	-	-	-	-	-	-	-	-	-	-	-	5,250	52,500
Accounting Assistant II-100%	-	-	-	-	-	-	-	-	-	-	-	-	47,600
Accounting Intern-100%	-	-	-	-	-	-	-	-	-	-	-	-	44,400
City Clerk-90%-5%-5%	-	-	-	-	-	-	-	-	-	-	-	-	-
Administrative Assistant I-95%-5%	-	-	-	-	-	-	-	4,700	-	-	-	4,700	94,000
Administrative Assistant II-100%	-	-	-	-	-	-	-	-	-	-	-	2,155	43,100
Administrative Assistant III-90%-10%	-	-	-	-	-	-	-	-	-	-	-	-	47,400
Administrative Analyst-100%	-	-	-	-	-	-	-	-	-	-	-	-	52,100
City Engineer/Public Works Director-35%-35%-30%	48,230	-	-	-	-	-	-	-	-	-	-	-	67,800
Asst. Public Works Director-50%-50%	59,950	-	-	-	-	-	-	-	-	-	41,340	-	137,800
Public Works Manager-5%-85%-10%	83,045	-	-	-	-	-	-	-	9,770	-	59,950	-	119,900
Maintenance Worker I-50%-50%	20,650	-	-	-	-	-	-	-	20,650	-	-	-	97,700
Senior Maintenance Worker-50%-25%-25%	-	-	-	13,050	-	-	-	-	-	-	-	-	41,300
Maintenance Worker I-100%	41,300	-	-	-	-	-	-	-	-	-	-	-	52,200
Maintenance Worker II-50%-25%-25%	-	-	-	11,350	-	-	-	-	-	-	-	-	41,300
Senior Maintenance Worker-100%	-	-	-	-	11,350	-	-	-	-	-	-	-	45,400
Maintenance Worker II-10%-45%-10%-10%-25%	20,430	-	-	4,540	4,540	-	-	-	11,350	-	-	-	45,400
Administrative Assistant II-65%-35%	30,810	-	-	-	-	-	-	-	-	-	16,590	-	47,400
Public Services Coordinator-100%	-	-	-	-	-	-	-	-	-	-	-	-	97,700
Public Services Coordinator-100%	-	-	-	-	-	-	-	-	-	-	-	-	67,800
Volunteer Coordinator-55%-22.5%-22.5%	-	-	-	-	-	9,090	9,090	-	-	-	-	-	40,400
Public Services Intern-100%	-	-	-	-	-	-	-	-	-	-	-	-	12,400
Comm. Dev. Director-75%-5%-5%-10%-5%	-	-	-	-	-	-	-	-	-	13,780	-	6,890	137,800
Asst. Community Development Director-40%-25%-25%-10%	-	29,975	-	-	-	-	-	-	-	29,975	-	11,990	119,900
Senior Planner-100%	-	-	-	-	-	-	-	-	-	-	-	-	82,300
Associate Planner-100%	-	-	-	-	-	-	-	-	-	-	-	-	74,800
Planning Technician II-100%	-	-	-	-	-	-	-	-	-	-	-	-	55,000
Administrative Assistant III-100%	-	-	-	-	-	-	-	-	-	-	-	-	52,100
Planning Intern-100%	-	-	-	-	-	-	-	-	-	-	-	-	-
Building Official-50%-50%	-	-	-	-	-	-	-	-	-	-	-	-	101,100
Permit Technician-100%	-	-	-	-	-	-	-	-	-	-	-	-	49,900
Records Management Intern-100%	-	-	12,400	-	-	-	-	-	-	-	-	-	12,400
Records Management Intern-100%	-	-	12,400	-	-	-	-	-	-	-	-	-	12,400
Senior Code Compliance Officer-25%-75%	-	48,450	-	-	-	-	-	-	-	-	-	-	64,600
Senior Code Compliance Officer-100%	-	-	-	-	-	-	-	-	-	-	-	-	64,600
Administrative Assistant II-60%-40%	-	20,840	-	-	-	-	-	-	-	-	-	-	52,100
<b>TOTAL SALARIES BY DEPARTMENT</b>	<b>304,415</b>	<b>99,265</b>	<b>24,800</b>	<b>28,940</b>	<b>28,940</b>	<b>9,090</b>	<b>9,090</b>	<b>52,250</b>	<b>41,770</b>	<b>59,605</b>	<b>117,880</b>	<b>68,095</b>	<b>2,666,600</b>

\*This spreadsheet does not include Over-time.

\*All positions budgeted at E-step (highest)

Totals by Fund:	Salaries
General Fund	1,822,460
Public Works (Gas Tax)	304,415
Housing Community Dev. (CDBG)	99,265
Records Management	24,800
Landscape Maintenance Districts	28,940
Parks Maintenance Districts	28,940
Air Quality Management District	9,090
General Capital Financing	9,090
General Liability (Insurance)	52,250
Building Services	41,770
Housing Authority	59,605
Successor Agency to the RDA	185,975
<b>Total</b>	<b>2,666,600</b>

# 2016/2017 Salaries By Department

Position	City Council 1000	City Clerk 1200	General Government 1450	Personnel 1600	Finance 1700	Engineering 3200	Planning 4100	Public Services 4200	Building & Safety 4500	Code Enforcement 4600	Parks 6000	Graffiti 6010	Community Volunteer Services 6020
City Council-100%	9,600	-	-	-	-	-	-	-	-	-	-	-	-
City Council-100%	9,600	-	-	-	-	-	-	-	-	-	-	-	-
City Council-100%	9,600	-	-	-	-	-	-	-	-	-	-	-	-
City Council-100%	9,600	-	-	-	-	-	-	-	-	-	-	-	-
City Council-100%	9,600	-	-	-	-	-	-	-	-	-	-	-	-
City Manager-75%-15%-5%-5%	-	-	137,100	-	-	-	-	-	-	-	-	-	-
Director of Admin Services-15%-35%-15%-5%-15%	-	-	21,090	21,090	49,210	-	-	-	-	-	-	-	-
Senior Accountant-90%-10%	-	-	-	-	68,670	-	-	-	-	-	-	-	-
Accounting Technician II-90%-10%	-	-	-	-	48,150	-	-	-	-	-	-	-	-
Accounting Technician I-100%	-	-	-	-	48,500	-	-	-	-	-	-	-	-
Accounting Assistant II-100%	-	-	-	-	45,200	-	-	-	-	-	-	-	-
Finance Intern-100%	-	-	-	-	-	-	-	-	-	-	-	-	-
City Clerk-90%-5%-5%	-	86,310	-	-	-	-	-	-	-	-	-	-	-
Administrative Assistant I-95%-5%	-	41,705	-	-	-	-	-	-	-	-	-	-	-
Administrative Assistant II-100%	-	-	48,400	-	-	-	-	-	-	-	-	-	-
Administrative Assistant III-90%-10%	-	-	47,880	5,320	-	-	-	-	-	-	-	-	-
Administrative Analyst-100%	-	-	69,100	-	-	49,210	-	-	-	-	-	-	-
City Engineer/Public Works Director-35%-35%-30%	-	-	-	-	-	-	-	-	-	-	-	-	-
Asst. Public Works Director-50%-50%	-	-	-	-	-	-	-	-	-	-	4,985	-	-
Public Works Manager-5%-85%-10%	-	-	-	-	-	-	-	-	-	-	26,660	-	-
Maintenance Worker I-50%-50%	-	-	-	-	-	-	-	-	-	-	-	-	-
Senior Maintenance Worker-50%-25%-25%	-	-	-	-	-	-	-	-	-	-	23,150	-	-
Maintenance Worker I-100%	-	-	-	-	-	-	-	-	-	-	-	-	-
Maintenance Worker II-50%-25%-25%	-	-	-	-	-	-	-	-	-	-	4,630	-	-
Senior Maintenance Worker-100%	-	-	-	-	-	-	-	-	-	-	-	53,300	-
Maintenance Worker II-10%-45%-10%-10%-25%	-	-	-	-	-	-	-	-	-	-	-	-	-
Administrative Assistant II-65%-35%	-	-	-	-	-	-	-	99,700	-	-	-	-	-
Public Services Manager-100%	-	-	-	-	-	-	-	69,100	-	-	-	-	-
Public Services Coordinator-100%	-	-	-	-	-	-	-	-	-	-	-	-	-
Volunteer Coordinator-55%-22.5%-22.5%	-	-	-	-	-	-	-	-	-	-	-	-	-
Public Services Intern-100%	-	-	-	-	-	-	-	12,600	-	-	-	-	-
Comm. Dev Director-75%-5%-10%-5%	-	-	-	-	-	-	105,450	-	7,030	7,030	-	-	-
Asst. Community Development Director-40%-25%-25%-10%	-	-	-	-	-	-	48,920	-	-	-	-	-	-
Senior Planner-100%	-	-	-	-	-	-	83,900	-	-	-	-	-	-
Associate Planner-100%	-	-	-	-	-	-	76,300	-	-	-	-	-	-
Planning Technician II-100%	-	-	-	-	-	-	56,100	-	-	-	-	-	-
Administrative Assistant III-100%	-	-	-	-	-	-	53,200	-	-	-	-	-	-
Planning Intern-100%	-	-	-	-	-	-	-	-	-	-	-	-	-
Building Official-50%-50%	-	-	-	-	-	-	-	-	51,550	51,550	-	-	-
Permit Technician-100%	-	-	-	-	-	-	-	-	50,900	-	-	-	-
Records Management Intern-100%	-	-	-	-	-	-	-	-	-	-	-	-	-
Records Management Intern-100%	-	-	-	-	-	-	-	-	-	-	-	-	-
Senior Code Compliance Officer-25%-75%	-	-	-	-	-	-	-	-	-	16,475	-	-	-
Senior Code Compliance Officer-100%	-	-	-	-	-	-	-	-	-	65,900	-	-	-
Administrative Assistant III-60%-40%	-	-	-	-	-	-	-	-	-	31,920	-	-	-
<b>TOTAL SALARIES BY DEPARTMENT</b>	<b>46,000</b>	<b>128,015</b>	<b>323,570</b>	<b>26,410</b>	<b>259,730</b>	<b>49,210</b>	<b>423,870</b>	<b>181,400</b>	<b>109,480</b>	<b>172,875</b>	<b>59,415</b>	<b>53,300</b>	<b>22,660</b>

\*This spreadsheet does not include Over-time.

\*All positions budgeted at E-step (highest)

# 2016/2017 Salaries By Department

Position	Gas Tax 8310	CDBG 8400	Records Mgmt. 8340	Landscape Maint. Districts 8500	Parks Maint. Districts 8540	Air Quality Management District 8440	General Capital Financing 3890	General Liability 9500	Building Services 9510	Housing Authority 7000	SARDA Bond Proc 8070	SARDA Admin 8090	2016-2017 Total Salaries
City Council-100%	-	-	-	-	-	-	-	-	-	-	-	-	9,600
City Council-100%	-	-	-	-	-	-	-	-	-	-	-	-	9,600
City Council-100%	-	-	-	-	-	-	-	-	-	-	-	-	9,600
City Council-100%	-	-	-	-	-	-	-	-	-	-	-	-	9,600
City Council-100%	-	-	-	-	-	-	-	-	-	-	-	-	9,600
City Manager-75%-15%-5%-5%	-	-	-	-	-	-	-	27,420	-	9,140	-	9,140	182,800
Director of Admin. Services-15%-35%-15%-5%-15%	-	-	-	-	-	-	-	21,090	-	7,030	-	21,090	140,600
Senior Accountant-90%-10%	-	-	-	-	-	-	-	-	-	-	-	7,630	76,300
Accounting Technician II-90%-10%	-	-	-	-	-	-	-	-	-	-	-	5,350	53,500
Accounting Technician I-100%	-	-	-	-	-	-	-	-	-	-	-	-	48,500
Accounting Assistant II-100%	-	-	-	-	-	-	-	-	-	-	-	-	45,200
Finance Intern-100%	-	-	-	-	-	-	-	-	-	-	-	-	-
City Clerk-90%-5%-5%	-	-	-	-	-	-	-	4,795	-	-	-	4,795	95,900
Administrative Assistant I-95%-5%	-	-	-	-	-	-	-	-	-	-	-	2,195	43,900
Administrative Assistant II-100%	-	-	-	-	-	-	-	-	-	-	-	-	48,400
Administrative Assistant III-90%-10%	-	-	-	-	-	-	-	-	-	-	-	-	53,200
Administrative Analyst-100%	-	-	-	-	-	-	-	-	-	-	-	-	69,100
City Engineer/Public Works Director-35%-35%-30%	49,210	-	-	-	-	-	-	-	-	-	42,180	-	140,600
Asst. Public Works Director-50%-50%	61,150	-	-	-	-	-	-	-	-	-	61,150	-	122,300
Public Works Manager-5%-85%-10%	84,745	-	-	-	-	-	-	-	9,970	-	-	-	99,700
Maintenance Worker I-50%-50%	21,050	-	-	-	-	-	-	-	21,050	-	-	-	42,100
Senior Maintenance Worker-50%-25%-25%	-	-	-	13,325	-	-	-	-	-	-	-	-	53,300
Maintenance Worker I-100%	42,100	-	-	-	-	-	-	-	-	-	-	-	42,100
Maintenance Worker II-50%-25%-25%	-	-	-	11,575	-	-	-	-	-	-	-	-	46,300
Maintenance Worker III-10%-45%-10%-10%-25%	20,835	-	-	-	-	-	-	-	11,575	-	-	-	53,300
Maintenance Worker IV-10%-45%-10%-10%-25%	31,460	-	-	4,630	-	-	-	-	-	-	-	-	46,300
Administrative Assistant II-65%-35%	-	-	-	-	-	-	-	-	-	-	16,940	-	48,400
Public Services Manager-100%	-	-	-	-	-	-	-	-	-	-	-	-	99,700
Public Services Coordinator-100%	-	-	-	-	-	9,270	-	-	-	-	-	-	69,100
Volunteer Coordinator-55%-22.5%-22.5%	-	-	-	-	-	-	-	-	-	-	-	-	41,200
Public Services Intern-100%	-	-	-	-	-	-	-	-	-	-	-	-	12,600
Comm. Dev. Director-75%-5%-10%-5%	-	-	-	-	-	-	-	-	-	14,060	-	-	140,600
Asst. Community Development Director-40%-25%-25%-10%	-	30,575	-	-	-	-	-	-	-	30,575	-	-	122,300
Senior Planner-100%	-	-	-	-	-	-	-	-	-	-	-	-	83,900
Associate Planner-100%	-	-	-	-	-	-	-	-	-	-	-	-	76,300
Planning Technician II-100%	-	-	-	-	-	-	-	-	-	-	-	-	56,100
Administrative Assistant III-100%	-	-	-	-	-	-	-	-	-	-	-	-	53,200
Planning Intern-100%	-	-	-	-	-	-	-	-	-	-	-	-	-
Building Official-50%-50%	-	-	-	-	-	-	-	-	-	-	-	-	103,100
Permit Technician-100%	-	-	-	-	-	-	-	-	-	-	-	-	50,900
Records Management Intern-100%	-	-	12,600	-	-	-	-	-	-	-	-	-	12,600
Records Management Intern-100%	-	-	12,600	-	-	-	-	-	-	-	-	-	12,600
Senior Code Compliance Officer-25%-75%	-	49,425	-	-	-	-	-	-	-	-	-	-	65,900
Senior Code Compliance Officer-100%	-	-	-	-	-	-	-	-	-	-	-	-	65,900
Administrative Assistant III-60%-40%	-	21,280	-	-	-	-	-	-	-	-	-	-	53,200
<b>TOTAL SALARIES BY DEPARTMENT</b>	<b>310,550</b>	<b>101,280</b>	<b>25,200</b>	<b>29,530</b>	<b>29,530</b>	<b>9,270</b>	<b>9,270</b>	<b>53,305</b>	<b>42,595</b>	<b>60,805</b>	<b>120,270</b>	<b>69,460</b>	<b>2,719,000</b>

Totals by Fund:

Fund	Salaries
General Fund	1,857,935
Public Works (Gas Tax)	310,550
Housing Community Dev. (CDBG)	101,280
Records Management	25,200
Landscape Maintenance Districts	29,530
Parks Maintenance Districts	29,530
Air Quality Management District	9,270
General Capital Financing	9,270
General Liability (Insurance)	53,305
Building Services	42,595
Housing Authority	60,805
Successor Agency to the RDA	189,730
<b>Total</b>	<b>2,719,000</b>

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

## 2015/2016 Capital Outlay

Acct #	Description	004-8310 Gas Tax	023-3890 Capital Construction	029-2100 Fire Department
6040	Forklift	24,000	-	-
6040	Automated License Plate Readers	-	200,000	-
6040	Extraction Equipment	-	-	50,000
6060	Fire Engine	-	-	500,000
<b>TOTAL CAPITAL OUTLAY 2015/2016</b>		<b>24,000</b>	<b>200,000</b>	<b>550,000</b>
				<b>774,000</b>

## 2016/2017 Capital Outlay

Acct #	Description	023-3890 Capital Construction
6040	Automated License Plate Readers	200,000
<b>TOTAL CAPITAL OUTLAY 2016/2017</b>		<b>200,000</b>
		<b>200,000</b>

**Capital Outlay Accounts:**

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



## 2015/2016 Capital Projects

Acct #	Description	002-8200 Traffic Safety	004-8310 Gas Tax	005-8320 Article III	006-8400 HCD	007-8330 Development Impact Fees	008-8340 Developer In- lieu Fees	017-8350 Measure J	020-8440 AQMD	023-3890 Capital Construction	027-8490 Misc. Grants	030-8495 Major Grants	SARDA Bond Proceeds-04	087-8070 SARDA Bond Proceeds-07	Total
6550	Base Line & 5th Street Traffic Signal Coordination	144,000									356,000	490,000			500,000
6550	9th Street Safety Project (Del Rosa to Palm Ave)	133,000													623,000
6550	Palm Ave/Cypress Street New Signal	40,000													40,000
6530	Highland Ave Improvements (East of SR 330)		22,000	244,000						700,000	29,000	14,000	413,000		688,000
6545	Article 3 Bus Stops-Church St/Palm Ave		2,000												2,000,000
6550	City-wide Street Light Acquisition		1,300,000								1,000,000			235,000	2,371,000
6530	5th Street Improvements (Victoria Ave to Palm Ave)			136,000							11,000	423,000	88,000		376,000
6545	Article 3 Sidewalk Project (Base Line/Palm Ave)			277,000											520,000
6816	Highland/Redlands Regional Trails Connector Project			85,000											257,000
6550	Newcomb/11th St/Grape/Cypress Overlay				229,000			28,000							299,000
6550	Eucalyptus/Cypress/McKinley Overlay				239,000			60,000							258,000
6550	Mira Vista/13th Street Overlay				206,000			52,000							205,000
6813	Boulder Bridge (San Manuel Village)					41,000						164,000			534,000
6813	Orange Street Bridge (Plunge Creek)					33,000		33,000				468,000	382,000		457,000
6530	Base Line Trail						75,000								638,000
6530	5th Street/Greenspot Rd Bikeway & Kiosk							36,000						51,000	638,000
6530	West Highland Bikeway Improvements							2,015,000	500,000						3,394,000
6550	Joint Pavement Rehab Program w/ EVWD							50,000							50,000
6813	Base Line/SR 210 Interchange Widening							603,000		283,000					886,000
6530	Greenspot Road Undergrounding									660,000					660,000
6816	City Creek Levee Trail									15,000					15,000
6600	Carrage Hills Storm Drain											386,000			386,000
6600	5th Street Storm Drain (City Creek to 3rd Street)										729,000		46,000		1,907,000
6530	Base Line Safety Improvements (SR 210 to Boulder Ave)										18,000	683,000	948,000		1,649,000
6813	Greenspot Road Bridge (Santa Ana River)											600,000		82,000	682,000
6813	Base Line Bridge (City Creek)												300,000		300,000
6530	Greenspot Road (SR 210 to Boulder Ave)														456,000
6530	10th/Drummond/Coler/14th Improvements											456,000			456,000
6530	6th Street/Elm Street Improvements											14,000	182,000		196,000
6530	3rd Street (Victoria to Palm)											900,000			900,000
6530	Victoria Interchange Study													12,000	12,000
6530	Highland Ave Imp. (Van Leuven to Pleasant View)													511,000	511,000
6530	Cypress/Thompson (6th St to Palm)													675,000	675,000
6530	Lankershim McKinley/9th St to Base Line/Valeria														675,000
	<b>TOTAL CAPITAL PROJECTS</b>	<b>317,000</b>	<b>1,324,000</b>	<b>742,000</b>	<b>674,000</b>	<b>1,066,000</b>	<b>75,000</b>	<b>2,877,000</b>	<b>500,000</b>	<b>1,658,000</b>	<b>5,393,000</b>	<b>4,272,000</b>	<b>3,349,000</b>	<b>764,000</b>	<b>23,031,000</b>

The amounts on this spreadsheet include design, engineering inspection & contract management.

## 2016/2017 Capital Projects

Acct #	Description	002-8200 Traffic Safety	004-8310 Gas Tax	005-8320 Article III	005-8400 HCD	007-8330 Development Impact Fees	008-8340 Developer in- lieu Fees	017-8350 Measure I	020-8440 AQMD	023-3890 Capital Construction	027-8490 Misc. Grants	030-8495 Major Grants	087-8070 SARDA Bond Proceeds-07	Total
6550	Palm Ave/Cypress Street New Signal	200,000												200,000
6550	Reflective Sign Replacement	53,000												53,000
6550	Traffic Safety Device Improvements	200,000												200,000
6816	Highland/Realands Regional Trails Connector Project		17,000	5,000		2,000						134,000		151,000
6813	Boulder Bridge (San Manuel Village)					459,000						1,836,000		2,295,000
6813	Orange Street Bridge (Plunge Creek)					60,000		70,000				1,007,000		1,137,000
6550	Joint Pavement Reliab Program w/ EVWD							50,000						50,000
6813	Base Line/SR 210 Interchange Widening							843,000		608,000				1,451,000
6813	Greenspot Road Bridge (Santa Ana River)											50,000	50,000	100,000
6550	Palm Avenue-Historic District Improvements											1,227,000	86,000	1,313,000
6550	3rd Street (Victoria to Palm)										332,000	2,928,000	1,035,000	3,260,000
6816	City Creek Levee Trail										37,000			37,000
6550	Highland Ave Improvements (East of SR 330)											164,000		164,000
<b>TOTAL CAPITAL PROJECTS</b>		<b>453,000</b>	<b>17,000</b>	<b>5,000</b>		<b>521,000</b>		<b>963,000</b>		<b>608,000</b>		<b>369,000</b>	<b>1,171,000</b>	<b>11,478,000</b>

The amounts on this spreadsheet include design, engineering inspection & contract management.

**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
	7,180,000.00	2,792,304.39	9,972,304.39	9,972,304.39

**CITY OF HIGHLAND CFD NO. 90-1  
SPECIAL TAX REFUNDING BONDS-SERIES 2001-B (SUBORDINATE)  
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 Greenspot Road 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. Approved many capital projects that improve the infrastructure of the City.

## **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. Public Safety Tax for Increased Law Enforcement.
8. Add fixed point Automated License Plate Reader (ALPR) locations throughout the City.

# City Council

Acct #	General Fund-001 City Council-1000	2012-2013 Actual (Audited)	2013-2014 Actual (Audited)	2014-2015 Adjusted Budget	2014-2015 Year End Estimate	2015-2016 Adopted Budget	2016-2017 Adopted Budget
<b>SALARIES &amp; WAGES:</b>							
3010	SALARIES	90,679	48,504	48,000	48,000	48,000	48,000
	<b>TOTAL SALARIES &amp; WAGES</b>	<b>90,679</b>	<b>48,504</b>	<b>48,000</b>	<b>48,000</b>	<b>48,000</b>	<b>48,000</b>
<b>BENEFITS:</b>							
3510	CAFETERIA PLAN	-	59,233	63,000	63,000	66,000	69,000
3530	MEDICARE & SOCIAL SECURITY	6,816	8,118	4,590	4,590	8,725	8,955
	<b>TOTAL BENEFITS</b>	<b>6,816</b>	<b>67,351</b>	<b>67,590</b>	<b>67,590</b>	<b>74,725</b>	<b>77,955</b>
<b>OPERATIONS &amp; MATERIALS:</b>							
4200	OFFICE SUPPLIES	4,229	3,911	5,750	5,500	4,995	6,535
4210	POSTAGE	390	375	500	250	500	500
4310	DUES & SUBSCRIPTIONS	23,908	24,307	24,700	24,700	24,925	25,200
4320	TRAVEL & CONFERENCE	2,285	2,409	8,000	6,000	8,000	8,000
4330	TRAINING	2,274	3,081	2,500	2,000	2,500	2,500
4332	MILEAGE REIMBURSEMENT	438	-	500	250	500	500
4336	COMMUNITY EVENTS	527	491	2,000	1,500	1,000	1,000
4346	LAFCO FEES	3,546	4,130	4,500	4,500	4,500	4,500
	<b>TOTAL OPERATIONS &amp; MATERIALS</b>	<b>37,597</b>	<b>38,706</b>	<b>48,450</b>	<b>44,700</b>	<b>46,920</b>	<b>48,735</b>
<b>CAPITAL OUTLAY:</b>							
6040	EQUIPMENT	-	-	-	-	-	-
6070	SOFTWARE	-	4,500	-	-	-	-
	<b>TOTAL CAPITAL OUTLAY</b>	<b>-</b>	<b>4,500</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>TOTAL CITY COUNCIL</b>		<b>135,093</b>	<b>159,061</b>	<b>164,040</b>	<b>160,290</b>	<b>169,645</b>	<b>174,690</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 Equivalents:**

City Clerk 0.900  
Administrative Assistant I 0.950 Total FTE 1.850

**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 12th General Municipal Election and Measure T held in November, 2014.
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, code enforcement files, 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>2012-2013</u>	<u>2013-2014</u>	<u>2014-2015</u>	<u>2015-2016</u>	<u>2016-2017</u>
Agendas/Minutes	85	85	85	85	85
Document Recordation	450	450	450	500	500
FPPC Forms	200	200	200	200	200
Notary Public	250	250	250	250	250
Ordinances	12	10	10	12	12
Proclamations/Awards	300	300	300	300	300
Public Records Requests	60	70	80	80	80
Resolutions	47	45	45	45	45
Staff Reports	150	150	150	150	150

# City Clerk

Acct #	General Fund-001 City Clerk-1200	2012-2013 Actual (Audited)	2013-2014 Actual (Audited)	2014-2015 Adjusted Budget	2014-2015 Year End Estimate	2015-2016 Adopted Budget	2016-2017 Adopted Budget
<b>SALARIES &amp; WAGES:</b>							
3010	SALARIES	130,658	108,922	129,790	129,790	125,545	128,015
3040	OVERTIME	-	-	-	-	-	-
3050	COMPENSATORY TIME	1,423	935	-	-	-	-
3100	SICK LEAVE	1,525	1,694	-	-	-	-
3110	HOLIDAY	5,801	5,662	-	-	-	-
3120	VACATION	6,252	7,248	-	-	-	-
3125	MANAGEMENT LEAVE	474	1,909	-	-	-	-
	<b>TOTAL SALARIES &amp; WAGES</b>	<b>146,132</b>	<b>126,369</b>	<b>129,790</b>	<b>129,790</b>	<b>125,545</b>	<b>128,015</b>
<b>BENEFITS:</b>							
3510	CAFETERIA PLAN	-	22,904	24,570	24,570	24,420	25,530
3530	MEDICARE & SOCIAL SECURITY	2,240	2,254	1,885	1,885	1,820	1,860
3560	PERS-RETIREMENT	29,133	30,397	30,115	30,115	33,485	35,735
3590	LIFE INSURANCE	414	417	430	430	415	425
	<b>TOTAL BENEFITS</b>	<b>31,788</b>	<b>55,973</b>	<b>57,000</b>	<b>57,000</b>	<b>60,140</b>	<b>63,550</b>
<b>OPERATIONS &amp; MATERIALS:</b>							
4080	BUILDING SERVICES DEPARTMENT CHARGE	-	-	-	-	18,500	-
4199	INSURANCE DEPARTMENT CHARGE	18,679	9,208	13,815	13,815	9,485	9,845
4200	OFFICE SUPPLIES	2,874	3,039	3,000	2,500	2,500	3,000
4203	EQUIPMENT/FURNITURE	-	-	-	-	2,500	-
4210	POSTAGE	343	293	650	650	400	400
4245	EQUIPMENT MAINTENANCE	162	-	500	500	500	500
4255	SOFTWARE SUPPORT	5,600	5,600	9,500	9,500	9,500	9,500
4300	ADVERTISING	22,440	25,885	20,000	20,000	20,000	20,000
4310	DUES & SUBSCRIPTIONS	335	1,288	1,650	1,650	1,650	1,650
4320	TRAVEL & CONFERENCE	-	-	-	-	-	-
4330	TRAINING	-	-	-	-	200	200
4332	MILEAGE REIMBURSEMENT	695	683	700	700	400	400
4335	ELECTIONS	18,628	723	35,000	35,000	1,000	35,000
	<b>TOTAL OPERATIONS &amp; MATERIALS</b>	<b>69,756</b>	<b>46,719</b>	<b>84,815</b>	<b>84,315</b>	<b>66,635</b>	<b>80,495</b>
<b>CONTRACTUAL SERVICES:</b>							
4506	CONTRACT SERVICES-SB COUNTY RECORDER	13,836	3,352	10,000	8,000	8,000	8,000
4535	CONTRACT SERVICES-PERSONNEL	-	-	-	-	-	-
4625	CONTRACT SERVICES-CODIFICATION	7,892	3,084	7,000	6,000	6,000	6,000
4626	CONTRACT SERVICES-RECORDS MANAGEMENT	7,169	11,181	9,000	9,000	11,000	11,500
	<b>TOTAL CONTRACTUAL SERVICES</b>	<b>28,897</b>	<b>17,617</b>	<b>26,000</b>	<b>23,000</b>	<b>25,000</b>	<b>25,500</b>
<b>TOTAL CITY CLERK</b>		<b>276,573</b>	<b>246,679</b>	<b>297,605</b>	<b>294,105</b>	<b>277,320</b>	<b>297,560</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 Equivalents:**

City Manager	0.750	
Director of Administrative Services	0.150	
Administrative Assistant II	1.000	
Administrative Assistant III	0.900	
Administrative Analyst	1.000	Total FTE 3.800

## **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-fifth consecutive year.
4. Updated the City's website.
5. Investigated funding alternatives for public safety.

## **Goals & Objectives:**

Investigate the ability to accept credit card payments.

**Performance Measures:**

	<u>2012-2013</u>	<u>2013-2014</u>	<u>2014-2015</u>	<u>2015-2016</u>	<u>2016-2017</u>
Contract Negotiations	1	1	1	1	1
Weekly Reports	52	52	52	52	52

# General Government

Acct #	General Fund-001 General Government-1450	2012-2013 Actual (Audited)	2013-2014 Actual (Audited)	2014-2015 Adjusted Budget	2014-2015 Year End Estimate	2015-2016 Adopted Budget	2016-2017 Adopted Budget
<b>SALARIES &amp; WAGES:</b>							
3010	SALARIES	308,642	267,131	323,475	323,475	317,160	323,570
3040	OVERTIME	-	-	-	-	-	-
3050	COMPENSATORY TIME	492	723	-	-	-	-
3100	SICK LEAVE	3,027	3,655	-	-	-	-
3110	HOLIDAY	13,922	13,325	-	-	-	-
3120	VACATION	14,363	13,879	-	-	-	-
3125	MANAGEMENT LEAVE	830	2,968	-	-	-	-
	<b>TOTAL SALARIES &amp; WAGES</b>	<b>341,276</b>	<b>301,679</b>	<b>323,475</b>	<b>323,475</b>	<b>317,160</b>	<b>323,570</b>
<b>BENEFITS:</b>							
3510	CAFETERIA PLAN	2,655	46,928	49,455	49,455	50,160	52,440
3511	PERS-ADMIN FEE	-	674	900	900	905	925
3530	MEDICARE & SOCIAL SECURITY	5,039	5,313	4,690	4,690	4,600	4,695
3560	PERS-RETIREMENT	72,888	75,653	75,050	75,050	79,145	84,230
3580	DEFERRED COMPENSATION	4,832	4,825	5,115	5,115	6,130	6,255
3590	LIFE INSURANCE	979	974	1,070	1,070	1,050	1,070
3600	AUTO ALLOWANCE	7,695	7,502	7,380	7,380	6,840	6,840
3650	VACATION BUYBACK	29,974	24,044	30,000	30,000	28,000	29,000
3655	SICK LEAVE INCENTIVE	20,539	20,695	22,000	22,000	22,000	23,000
3660	ADMINISTRATIVE LEAVE BUYBACK	8,250	19,174	15,000	15,000	21,000	22,000
3665	COMPENSATORY TIME BUYBACK	-	-	2,000	2,000	2,000	2,000
	<b>TOTAL BENEFITS</b>	<b>152,851</b>	<b>205,783</b>	<b>212,660</b>	<b>212,660</b>	<b>221,830</b>	<b>232,455</b>
<b>OPERATIONS &amp; MATERIALS:</b>							
4080	BUILDING SERVICES DEPARTMENT CHARGE	-	-	-	-	38,015	-
4100	EXTRAORDINARY ITEM LOSS	1,325,516	946,087	-	-	-	-
4108	OPERATING TRANSFER OUT-DEVELOPER FEES	49,110	-	-	-	-	-
4123	OPERATING TRANSFER OUT-GEN CAPITAL FINANCING	3,493,864	-	89,115	-	-	-
4130	OPERATING TRANSFER OUT-MAJOR GRANTS FUND	-	1,868	-	-	-	-
4141	OPERATING TRANSFER OUT-INSURANCE	-	-	-	-	-	-
4189	OPERATING TRANSFER OUT-SARDA BOND PROCEEDS	1,953,036	-	-	-	-	-
4199	INSURANCE DEPARTMENT CHARGE	18,679	9,208	13,815	13,815	9,485	9,845
4200	OFFICE SUPPLIES	381	1,085	1,000	800	800	800
4203	EQUIPMENT/FURNITURE	-	-	250	250	250	250
4210	POSTAGE	441	323	750	750	750	750
4310	DUES & SUBSCRIPTIONS	3,075	2,426	2,425	2,425	2,930	2,985
4320	TRAVEL & CONFERENCE	160	-	-	-	-	-
4330	TRAINING	275	430	500	350	355	355
4332	MILEAGE REIMBURSEMENT	44	18	150	150	150	150
	<b>TOTAL OPERATIONS &amp; MATERIALS</b>	<b>6,844,580</b>	<b>961,444</b>	<b>108,005</b>	<b>18,540</b>	<b>52,735</b>	<b>15,135</b>
<b>CONTRACTUAL SERVICES:</b>							
4505	CONTRACT SERVICES-SALES TAX AUDIT	1,800	1,350	2,000	2,000	2,000	2,000
4507	CONTRACT SERVICES-CHAMBER OF COMMERCE	13,403	21,200	13,365	13,365	13,365	13,365
4520	CONTRACT SERVICES-ATTORNEY	82,414	84,818	90,000	90,000	100,000	100,000
4525	CONTRACT SERVICES-AFTER SCHOOL PROGRAM	50,458	48,102	45,300	45,300	48,100	48,100
4535	CONTRACT SERVICES-PERSONNEL	-	-	500	-	500	500
4558	CONTRACT SERVICES-APPRAISALS	-	-	-	-	-	-
	<b>TOTAL CONTRACTUAL SERVICES</b>	<b>148,075</b>	<b>155,470</b>	<b>151,165</b>	<b>150,665</b>	<b>163,965</b>	<b>163,965</b>
<b>CAPITAL OUTLAY:</b>							
6060	VEHICLES	-	22,968	-	-	-	-
	<b>TOTAL CAPITAL OUTLAY</b>	<b>-</b>	<b>22,968</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>TOTAL GENERAL GOVERNMENT</b>		<b>7,486,782</b>	<b>1,647,345</b>	<b>795,305</b>	<b>705,340</b>	<b>755,690</b>	<b>735,125</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	
Administrative Assistant III	0.100	Total FTE 0.250

## **Accomplishments:**

1. The following recruitments were successfully completed to meet the City's personnel needs: Community Development Director, City Planner, Senior Planner, Senior Accountant (2), Associate Planner (2), Maintenance Worker I, & 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 updated employment application on city web site.
6. Changed dental/vision providers to give employees more benefits with a lower premium.

## **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>2012-2013</u>	<u>2013-2014</u>	<u>2014-2015</u>	<u>2015-2016</u>	<u>2016-2017</u>
Recruitments	2	4	4	3	2
Reclassifications	0	0	4	0	0
Applications Received	115	95	47	0	0
Personnel Action Forms	645	645	650	655	660

# Personnel

Acct #	General Fund-001 Personnel-1600	2012-2013 Actual (Audited)	2013-2014 Actual (Audited)	2014-2015 Adjusted Budget	2014-2015 Year End Estimate	2015-2016 Adopted Budget	2016-2017 Adopted Budget
<b>SALARIES &amp; WAGES:</b>							
3010	SALARIES	20,516	14,473	29,040	29,040	25,880	26,410
3040	OVERTIME	-	-	-	-	-	-
3050	COMPENSATORY TIME	102	249	-	-	-	-
3100	SICK LEAVE	142	222	-	-	-	-
3110	HOLIDAY	1,242	1,213	-	-	-	-
3120	VACATION	1,328	1,075	-	-	-	-
3125	MANAGEMENT LEAVE	140	291	-	-	-	-
	<b>TOTAL SALARIES &amp; WAGES</b>	<b>23,471</b>	<b>17,525</b>	<b>29,040</b>	<b>29,040</b>	<b>25,880</b>	<b>26,410</b>
<b>BENEFITS:</b>							
3510	CAFETERIA PLAN	-	3,704	3,780	3,780	3,300	3,450
3530	MEDICARE & SOCIAL SECURITY	462	486	425	425	375	385
3560	PERS-RETIREMENT	6,519	6,859	6,740	6,740	6,085	6,460
3590	LIFE INSURANCE	92	94	100	100	85	90
3600	AUTO ALLOWANCE	541	542	450	450	540	540
	<b>TOTAL BENEFITS</b>	<b>7,614</b>	<b>11,685</b>	<b>11,495</b>	<b>11,495</b>	<b>10,385</b>	<b>10,925</b>
<b>OPERATIONS &amp; MATERIALS:</b>							
4080	BUILDING SERVICES DEPARTMENT CHARGE	-	-	-	-	2,535	-
4199	INSURANCE DEPARTMENT CHARGE	18,679	9,208	13,815	13,815	9,485	9,845
4200	OFFICE SUPPLIES	1,637	1,751	1,600	1,050	1,050	1,050
4203	EQUIPMENT/FURNITURE	-	-	-	-	-	-
4210	POSTAGE	23	144	200	150	200	200
4235	PHYSICALS/TESTING	492	518	500	500	825	825
4236	LIVESCAN SERVICE FEE	64	128	200	200	200	200
4300	ADVERTISING	1,255	2,972	2,800	2,800	3,400	3,400
4310	DUES & SUBSCRIPTIONS	583	-	600	600	1,165	1,185
4320	TRAVEL & CONFERENCE	-	-	-	-	-	-
4330	TRAINING	31	99	750	750	815	815
	<b>TOTAL OPERATIONS &amp; MATERIALS</b>	<b>22,763</b>	<b>14,820</b>	<b>20,465</b>	<b>19,865</b>	<b>19,675</b>	<b>17,520</b>
		<b>45,527</b>					
<b>CONTRACTUAL SERVICES:</b>							
4537	CONTRACT SERVICES-EMPLOYEE ASST. PROGRAM	9,480	8,100	11,000	11,000	9,750	9,750
4554	CONTRACT SERVICES-CONSULTANT	-	-	-	-	-	-
4622	CONTRACT SERVICES-SECTION 125 PLAN	425	485	625	625	635	675
	<b>TOTAL CONTRACTUAL SERVICES</b>	<b>9,905</b>	<b>8,585</b>	<b>11,625</b>	<b>11,625</b>	<b>10,385</b>	<b>10,425</b>
<b>TOTAL PERSONNEL</b>		<b>63,753</b>	<b>52,615</b>	<b>72,625</b>	<b>72,025</b>	<b>66,325</b>	<b>65,280</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	0.350	
Senior Accountant	0.900	
Accounting Technician II	0.900	
Accounting Technician I	1.000	
Accounting Assistant II	1.000	Total FTE 4.150

## **Accomplishments:**

1. The Finance Department produced the City's eighth Biennial Budget which received the Merit in Operational Budgeting given by the California Society of Municipal Finance Officers for fiscal years 2013-2014 and 2014-2015. The City also received the Distinguished Budget award given by the Government Finance Officers Association for fiscal years 2013-2014 and 2014-2015.
2. The 2012-2013 and the 2013-2014 audits of the Comprehensive Annual Financial Reports with supplemental Redevelopment Agency and Single Audit Reports were completed by November 26, 2013 and November 17, 2014 respectively. These reports were accepted by the City Council/Successor Agency to the Redevelopment Agency Board on December 10, 2013 and December 9, 2014 respectively. The City/Successor Agency to the Redevelopment Agency was in compliance for both years.
3. Management letter findings for fiscal years 2012-2013 or 2013-2014 were addressed.
4. The Comprehensive Annual Financial Reports for fiscal years ended June 30, 2013 and June 30, 2014, 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 2012-2013 and 2013-2014.
6. Special audits were conducted by independent auditors to review the Measure I Transportation Sales Tax Fund for fiscal years ended June 30, 2013 and 2014; and the Local Transportation Fund Article 3 for compliance for fiscal years ended June 30, 2013 and 2014. All findings were addressed.
7. An Investment Policy was prepared and adopted for fiscal years 2013-2014 and 2014-2015.
8. The City Fee Study was completed by staff for fiscal year 2015-2016.
9. Physical inventories of all fixed assets were completed by June 30, 2014 and June 30, 2015.
10. A Special audit was conducted on the former RDA funds.
11. Installed and implemented a payment by credit card system at the Finance counter and at the Police Station.

**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 2015-2016 and 2016-2017.
9. Conduct the City Fee Update Study for fiscal year 2017-2018.
10. Conduct fixed asset inventories by June 30, 2016 and June 30, 2017.
11. Implement new processes that will make staff more efficient.

New goals and objectives:

1. Implement GASB 68.
2. Cross-train staff on all functions of the Finance Department.

**Performance Measures:**

	<u>2012-2013</u>	<u>2013-2014</u>	<u>2014-2015</u>	<u>2015-2016</u>	<u>2016-2017</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	5/31/2011	5/29/2013	5/29/2013	n/a	n/a
Final Budget Adopted	6/14/2011	6/11/2013	6/11/2013	n/a	n/a
Mid Year Budget Adjustments	n/a	n/a	n/a	n/a	n/a

# Finance

Acct #	General Fund-001 Finance-1700	2012-2013 Actual (Audited)	2013-2014 Actual (Audited)	2014-2015 Adjusted Budget	2014-2015 Year End Estimate	2015-2016 Adopted Budget	2016-2017 Adopted Budget
<b>SALARIES &amp; WAGES:</b>							
3010	SALARIES	239,384	180,528	262,835	262,835	254,800	259,730
3040	OVERTIME	-	-	-	-	-	-
3050	COMPENSATORY TIME	3,371	5,756	-	-	-	-
3100	SICK LEAVE	3,687	3,285	-	-	-	-
3110	HOLIDAY	12,101	10,198	-	-	-	-
3120	VACATION	10,235	9,690	-	-	-	-
3125	MANAGEMENT LEAVE	515	1,020	-	-	-	-
	<b>TOTAL SALARIES &amp; WAGES</b>	<b>269,293</b>	<b>210,478</b>	<b>262,835</b>	<b>262,835</b>	<b>254,800</b>	<b>259,730</b>
<b>BENEFITS:</b>							
3510	CAFETERIA PLAN	-	51,978	55,125	55,125	54,780	57,270
3530	MEDICARE & SOCIAL SECURITY	4,217	4,292	3,815	3,815	3,695	3,770
3560	PERS-RETIREMENT	59,770	61,603	60,980	60,980	70,415	75,255
3590	LIFE INSURANCE	845	853	870	870	845	860
3600	AUTO ALLOWANCE	1,984	1,899	1,575	1,575	1,260	1,260
	<b>TOTAL BENEFITS</b>	<b>66,816</b>	<b>120,625</b>	<b>122,365</b>	<b>122,365</b>	<b>130,995</b>	<b>138,415</b>
<b>OPERATIONS &amp; MATERIALS:</b>							
4080	BUILDING SERVICES DEPARTMENT CHARGE	-	-	-	-	41,560	-
4199	INSURANCE DEPARTMENT CHARGE	18,679	9,208	13,815	13,815	9,485	9,845
4200	OFFICE SUPPLIES	8,321	2,247	5,000	4,000	3,500	5,000
4203	EQUIPMENT/FURNITURE	350	3,300	250	250	2,500	250
4210	POSTAGE	3,990	4,176	4,250	4,250	4,250	4,300
4236	LIVESCAN SERVICE FEE	1,253	922	1,500	750	1,500	1,500
4248	EQUIPMENT RENTAL/LEASE	-	-	1,200	-	-	-
4250	SPECIAL DEPARTMENT SUPPLIES	569	-	600	300	600	600
4255	SOFTWARE SUPPORT	46,842	55,454	47,300	47,300	58,750	59,900
4310	DUES & SUBSCRIPTIONS	1,190	1,720	1,810	1,810	1,150	1,865
4320	TRAVEL & CONFERENCE	-	528	575	575	-	-
4330	TRAINING	975	1,246	1,900	1,200	1,220	870
4332	MILEAGE REIMBURSEMENT	500	620	500	500	500	500
4400	MISCELLANEOUS	554	173	750	750	750	750
	<b>TOTAL OPERATIONS &amp; MATERIALS</b>	<b>83,221</b>	<b>79,593</b>	<b>79,450</b>	<b>75,500</b>	<b>125,765</b>	<b>85,380</b>
<b>CONTRACTUAL SERVICES:</b>							
4510	CONTRACT SERVICES-AUDITOR	40,020	35,270	42,425	42,425	43,950	45,325
4513	CONTRACT SERVICES-SB 90	3,600	900	3,600	1,800	3,600	3,600
4515	CONTRACT SERVICES-COLLECTIONS	200	-	-	-	2,550	-
4516	CONTRACT SERVICES-CITATIONS	1,200	1,000	1,500	1,500	1,500	1,500
4517	CONTRACT SERVICES-DMV	587	105	750	250	750	750
4621	CONTRACT SERVICES-COST ALLOCATION STUDY	7,050	3,613	14,450	11,000	7,500	7,500
	<b>TOTAL CONTRACTUAL SERVICES</b>	<b>52,657</b>	<b>40,888</b>	<b>62,725</b>	<b>56,975</b>	<b>59,850</b>	<b>58,675</b>
<b>TOTAL FINANCE</b>		<b>471,987</b>	<b>451,583</b>	<b>527,375</b>	<b>517,675</b>	<b>571,410</b>	<b>542,200</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 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 2014, which includes Crime Free Multi-Housing.

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 2014, the Highland Station has had one vacancy due to a serious illness suffered by a patrol deputy. The City of Highland has received credits for this position which has been used to supplement patrol overtime. In March of 2015, a deputy was found not to be able to complete the duties of a deputy sheriff after being injured while taking a suspect into custody. This position is also vacant and the city is receiving credits for the position until the deputy retires and the position is filled.

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.

The Police Department was able to obtain two grants from the Department of Homeland Security to secure equipment for a fully functional Emergency Operations Center (EOC). Equipment purchases were made in three phases. Two purchases were made with the grants and the third funded by the City. The final phase of the project was completed in 2014, with the assistance of City staff; the EOC is ready for operations. The Police Department along with other City of Highland Departments will become familiar with the equipment in preparations for an actual emergency.

### **Accomplishments:**

1. During calendar year 2014, the City of Highland had 6 murders, which increased by 3 from 2013. Part I crimes showed a decrease of 6% overall, the categories that posted decreases were assaults, burglary and grand thefts auto. Part II crimes saw a decrease of 2%.
2. In 2014, Highland deputies responded to 35,712 calls for service (1,623 per deputy), made 1,956 arrests (89 per deputy), and took 5485 reports (249 per deputy).

### **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, 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, 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 assisting 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 and social media throughout the year to provide safety tips to prevent crime and enhance personal safety.

# Police Department

Acct #	General Fund-001 Police Department-2000	2012-2013 Actual (Audited)	2013-2014 Actual (Audited)	2014-2015 Adjusted Budget	2014-2015 Year End Estimate	2015-2016 Adopted Budget	2016-2017 Adopted Budget
<b>OPERATIONS &amp; MATERIALS:</b>							
4010	ELECTRICITY	53,221	55,722	60,000	60,000	61,000	61,000
4020	GAS	16,175	14,657	15,000	15,000	15,000	15,000
4030	WATER/SEWER	7,858	13,481	9,000	16,000	17,000	17,000
4040	PEST CONTROL SUPPLIES/MATERIALS	1,045	-	250	-	250	250
4045	LANDSCAPING SUPPLIES	-	-	250	-	250	250
4050	TRASH	208	-	-	-	-	-
4055	JANITORIAL SUPPLIES	7,405	4,027	6,500	4,500	5,500	5,500
4060	TELEPHONE	21,491	14,345	9,720	9,720	14,520	14,520
4061	CELL PHONES/SATELLITE PHONES	-	2,622	5,400	1,000	1,800	1,800
4062	AIR CARDS	-	6,676	8,940	7,500	12,180	15,540
4065	INTERNET/CABLE/SATELLITE	562	857	580	580	1,250	1,250
4066	ALARM MONITORING	-	1,030	1,280	1,280	1,480	1,480
4070	BUILDING MAINTENANCE	21,869	2,226	1,000	1,000	2,500	2,500
4075	PUBLIC FACILITIES IMPROVEMENTS	-	21	5,000	-	5,000	5,000
4198	CITY ADMINISTRATION	1,983	5,460	2,000	3,000	5,500	5,500
4200	OFFICE SUPPLIES	113	320	2,500	1,500	2,000	2,000
4203	EQUIPMENT/FURNITURE	-	708	1,000	150	1,000	1,000
4205	PHOTOCOPIER	11,917	9,428	9,000	9,000	9,500	9,500
4206	MATERIALS	203	30	1,000	50	500	500
4210	POSTAGE	1,678	1,651	1,800	1,800	1,800	1,800
4220	FUEL	119,105	125,961	115,000	110,000	125,000	125,000
4221	FUEL TANK MAINTENANCE/PERMITS/INSPECTION	-	11,079	2,350	2,000	3,400	1,300
4222	GENERATOR MAINTENANCE/PERMITS/INSPECTION	-	2,125	1,110	1,110	2,925	2,925
4224	OVERHEAD DOOR/GATE MAINTENANCE	-	-	-	-	2,600	2,600
4236	LIVESCAN SERVICE FEE	-	-	-	-	70	70
4240	VEHICLE MAINTENANCE	66,802	55,019	46,675	65,000	65,000	65,000
4245	EQUIPMENT MAINTENANCE	3,120	1,030	1,700	1,700	6,700	6,700
4248	EQUIPMENT RENTAL/LEASE	-	-	1,200	-	-	-
4250	SPECIAL DEPARTMENT SUPPLIES	1,881	2,144	2,500	1,200	2,700	2,700
4336	COMMUNITY EVENTS	-	-	-	-	-	-
4343	BOOKING FEES	-	-	-	-	-	-
	<b>TOTAL OPERATIONS &amp; MATERIALS</b>	<b>336,637</b>	<b>330,618</b>	<b>310,755</b>	<b>313,090</b>	<b>366,425</b>	<b>367,685</b>
<b>CONTRACTUAL SERVICES:</b>							
4504	CONTRACT SERVICES-JANITORIAL SERVICES	-	7,521	7,000	8,250	8,450	8,875
4535	CONTRACT SERVICES-PERSONNEL	-	-	-	-	-	-
4560	CONTRACT SERVICES-SHERIFF	6,717,393	7,005,663	7,463,395	7,315,070	7,879,745	8,129,170
4561	CONTRACT SERVICES-SHERIFF RESERVES	1,207	966	2,000	1,250	2,000	2,000
4563	CONTRACT SERVICES-WE TIP	3,234	-	5,000	5,000	3,250	3,250
4564	CONTRACT SERVICES-CAL ID	56,116	56,405	57,000	57,000	60,000	63,800
4566	CONTRACT SERVICES-CITIZEN PATROL	653	141	2,000	2,000	2,000	2,000
4571	CONTRACT SERVICES-SHERIFF EXPLORERS	-	-	2,000	2,000	2,000	2,000
4585	CONTRACT SERVICES-LANDSCAPE MAINTENANCE	14,275	11,235	10,550	11,500	11,950	12,550
4587	CONTRACT SERVICES-ELEVATOR MAINTENANCE	-	3,021	2,700	2,700	3,200	3,200
4588	CONTRACT SERVICES-HVAC MAINTENANCE	-	19,958	9,980	9,980	15,000	15,000
4589	CONTRACT SERVICES-PEST CONTROL	-	1,140	1,200	1,200	1,200	1,200
	<b>TOTAL CONTRACTUAL SERVICES</b>	<b>6,792,879</b>	<b>7,106,049</b>	<b>7,562,825</b>	<b>7,415,950</b>	<b>7,988,795</b>	<b>8,243,045</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 POLICE DEPARTMENT</b>		<b>7,129,516</b>	<b>7,436,667</b>	<b>7,873,580</b>	<b>7,729,040</b>	<b>8,355,220</b>	<b>8,610,730</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 2015 & 2016, 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. Approximately 2,000 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 currently rank #4 of fourteen (14) 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 the County has partnered with the Animals aRe First Fund (ARFF) to provide spay/neuter subsidies for pets placed during the County's fifty (50) scheduled 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 will hold the 4th Annual Homeward Bound – Mega Pet Adoption event on the weekend of May 16 and 17, 2015. During the 3<sup>rd</sup> Annual event held in 2014 a total of 181 pets were placed with new loving families. The County hopes to exceed the number of pets placed in 2015 during this year's event and ARFF will again subsidize 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 and the many wonderful pets awaiting new homes at County operated shelter facilities. The Facebook Page can be viewed at: <https://www.facebook.com/HomewardBoundPets>. The Homeward Bound-Project Adopt Campaign was so successful, that this effort has recently receive two (2) marketing awards,
9. As part of the County's Vision, the County of San Bernardino has partnered with over 350 enrolled non-profit organizations who receive animals from County operated shelter facilities. This public-private collaborative has assisted the County in achieving the positive outcomes for animals received at County operated shelters. It is one of the Animal Care and Control Division's performance measures to increase the number of enrolled non-profit animal "rescue group partners" (RGPs) by 5% annually.
10. In fiscal year 2013-14, the County allocated \$250,000 to fund a Capital Improvement Project (CIP) for the Devore Animal Shelter facility which houses animals received from the City of Highland and other areas. This specific CIP project enhanced security at the animal shelter facility, provided lighting and roadway enhancements leading to the facility and funded the painting of the interior of the administration building for the facility.

**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> For Contract Period: July 1 - June 30				
(A)				
Description		Actual	Projected	
		2013-14	2014-15	2015-16
<b>BITES:</b>				
Bites Reported		96	85	85
F.R.A. Bite Testing		10	15	15
<b>CITATIONS:</b>				
Citations Issued		29	40	40
Notices of Violations Issued		38	45	45
Investigations (RPRT)		52	50	50
<b>SHELTERING SERVICES</b>				
Dogs Impounded		1000	1200	1200
Cats Impounded		868	900	900
Other Animals		198	200	200
D.O.A. Animals		426	400	400
<b>Total Impounds</b>	<b>(B)</b>	<b>2492</b>	<b>2700</b>	<b>2700</b>
<b>OFFICER CALLS:</b>				
Agency Assist Calls		145	150	150
Dead Animal Pick Up Calls		331	350	350
Confined and Loose Animal Calls		1096	1500	1500
Investigation Calls		985	1000	1000
Wildlife Calls		209	230	230
<b>Total Calls</b>	<b>(B)</b>	<b>2766</b>	<b>3230</b>	<b>3230</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	2012-2013 Actual (Audited)	2013-2014 Actual (Audited)	2014-2015 Adjusted Budget	2014-2015 Year End Estimate	2015-2016 Adopted Budget	2016-2017 Adopted Budget
<b>OPERATIONS &amp; MATERIALS:</b>							
4200	OFFICE SUPPLIES	563	870	1,500	1,000	1,000	1,000
4210	POSTAGE	1,313	1,264	1,400	1,300	1,400	1,400
4255	SOFTWARE SUPPORT	3,071	3,134	3,200	3,200	3,250	3,300
4300	ADVERTISING	-	-	500	-	-	-
4344	VOUCHER/REBATE PROGRAM	4,296	3,294	5,000	5,000	-	-
	<b>TOTAL OPERATIONS &amp; MATERIALS</b>	<b>9,244</b>	<b>8,562</b>	<b>11,600</b>	<b>10,500</b>	<b>5,650</b>	<b>5,700</b>
<b>CONTRACTUAL SERVICES:</b>							
4565	CONTRACT SERVICES-ANIMAL CONTROL	354,112	415,685	434,615	434,615	436,205	447,110
	<b>TOTAL CONTRACTUAL SERVICES</b>	<b>354,112</b>	<b>415,685</b>	<b>434,615</b>	<b>434,615</b>	<b>436,205</b>	<b>447,110</b>
	<b>TOTAL ANIMAL CONTROL</b>	<b>363,356</b>	<b>424,247</b>	<b>446,215</b>	<b>445,115</b>	<b>441,855</b>	<b>452,810</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 are accounted for in the Gas Tax fund 004-8410 starting on page 199. The figures on page 166 are presented for historical purposes.

# Public Works

Acct #	General Fund-001 Public Works-3100	2012-2013 Actual (Audited)	2013-2014 Actual (Audited)	2014-2015 Adjusted Budget	2014-2015 Year End Estimate	2015-2016 Adopted Budget	2016-2017 Adopted Budget
<b>SALARIES &amp; WAGES:</b>							
3010	SALARIES	232,362	-	-	-	-	-
3040	OVERTIME	1,219	-	-	-	-	-
3050	COMPENSATORY TIME	1,606	-	-	-	-	-
3100	SICK LEAVE	2,292	-	-	-	-	-
3110	HOLIDAY	18,920	-	-	-	-	-
3120	VACATION	8,327	-	-	-	-	-
3125	MANAGEMENT LEAVE	2,498	-	-	-	-	-
	<b>TOTAL SALARIES &amp; WAGES</b>	<b>267,224</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>BENEFITS:</b>							
3510	CAFETERIA PLAN	-	-	-	-	-	-
3530	MEDICARE & SOCIAL SECURITY	6,009	-	-	-	-	-
3560	PERS-RETIREMENT	79,047	-	-	-	-	-
3590	LIFE INSURANCE	1,078	-	-	-	-	-
3600	AUTO ALLOWANCE	1,803	-	-	-	-	-
3650	VACATION BUYBACK	6,486	-	-	-	-	-
3655	SICK LEAVE INCENTIVE	2,528	-	-	-	-	-
3660	ADMINISTRATIVE LEAVE BUYBACK	4,954	-	-	-	-	-
3665	COMPENSATORY TIME BUYBACK	-	-	-	-	-	-
	<b>TOTAL BENEFITS</b>	<b>101,905</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>OPERATIONS &amp; MATERIALS:</b>							
4010	ELECTRICITY	10,263	-	-	-	-	-
4020	GAS	-	-	-	-	-	-
4030	WATER/SEWER	10,063	-	-	-	-	-
4040	PEST CONTROL	585	-	-	-	-	-
4045	LANDSCAPING	-	-	-	-	-	-
4050	TRASH	1,217	-	-	-	-	-
4055	JANITORIAL	298	-	-	-	-	-
4060	TELEPHONE	11,612	-	-	-	-	-
4070	BUILDING MAINTENANCE	1,989	-	-	-	-	-
4075	PUBLIC FACILITIES IMPROVEMENTS	-	-	-	-	-	-
4080	BUILDING SERVICES DEPARTMENT CHARGE	-	-	-	-	-	-
4198	CITY ADMINISTRATION	18,900	-	-	-	-	-
4199	INSURANCE DEPARTMENT CHARGE	307,887	-	-	-	-	-
4200	OFFICE SUPPLIES	2,286	-	-	-	-	-
4203	EQUIPMENT/FURNITURE	2,006	-	-	-	-	-
4206	MATERIALS	47,086	-	-	-	-	-
4210	POSTAGE	354	-	-	-	-	-
4220	FUEL	13,623	-	-	-	-	-
4240	VEHICLE MAINTENANCE	8,043	-	-	-	-	-
4245	EQUIPMENT MAINTENANCE	4,257	-	-	-	-	-
4248	EQUIPMENT RENTAL/LEASE	630	-	-	-	-	-
4250	SPECIAL DEPARTMENT SUPPLIES	1,075	-	-	-	-	-
4255	SOFTWARE SUPPORT	-	-	-	-	-	-
4300	ADVERTISING	-	-	-	-	-	-
4310	DUES & SUBSCRIPTIONS	710	-	-	-	-	-
4320	TRAVEL & CONFERENCE	-	-	-	-	-	-
4330	TRAINING	982	-	-	-	-	-
4332	MILEAGE REIMBURSEMENT	1,162	-	-	-	-	-
4336	COMMUNITY EVENTS	-	-	-	-	-	-
	<b>TOTAL OPERATIONS &amp; MATERIALS</b>	<b>445,028</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>

# Public Works

Acct #	General Fund-001 Public Works-3100	2012-2013 Actual (Audited)	2013-2014 Actual (Audited)	2014-2015 Adjusted Budget	2014-2015 Year End Estimate	2015-2016 Adopted Budget	2016-2017 Adopted Budget
<b>CONTRACTUAL SERVICES:</b>							
4520	CONTRACT SERVICES-ATTORNEY	-	-	-	-	-	-
4533	CONTRACT SERVICES-SOFTWARE SUBSCRIPTIONS	5,307	-	-	-	-	-
4534	CONTRACT SERVICES-GIS	8,584	-	-	-	-	-
4548	CONTRACT SERVICES-PLANNING	-	-	-	-	-	-
4550	CONTRACT SERVICES-ENGINEERING	55,884	-	-	-	-	-
4552	CONTRACT SERVICES-TRAFFIC COUNTS	-	-	-	-	-	-
4553	CONTRACT SERVICES-UNDERGROUND SERVICE ALERT	890	-	-	-	-	-
4570	CONTRACT SERVICES-STREET MAINTENANCE	40,030	-	-	-	-	-
4575	CONTRACT SERVICES-STREET SWEEPING	-	-	-	-	-	-
4576	CONTRACT SERVICES-EMERGENCY WORK	-	-	-	-	-	-
4578	CONTRACT SERVICES-STRIPING	3,313	-	-	-	-	-
4580	CONTRACT SERVICES-TRAFFIC SIGNAL MAINTENANCE	124,447	-	-	-	-	-
4582	CONTRACT SERVICES-STUDIES	20,377	-	-	-	-	-
4585	CONTRACT SERVICES-LANDSCAPE MAINT	6,641	-	-	-	-	-
4596	CONTRACT SERVICES-ENVIRON. HEALTH SERVICES	-	-	-	-	-	-
4680	CONTRACT SERVICES-TREE TRIMMING	42,492	-	-	-	-	-
	<b>TOTAL CONTRACTUAL SERVICES</b>	<b>307,964</b>	-	-	-	-	-
<b>CAPITAL OUTLAY:</b>							
6040	EQUIPMENT	-	-	-	-	-	-
6060	VEHICLES	-	-	-	-	-	-
	<b>TOTAL CAPITAL OUTLAY</b>	-	-	-	-	-	-
<b>CAPITAL PROJECTS:</b>							
6530	STREET/SIDEWALK CONSTRUCTION	-	-	-	-	-	-
6533	STREET WIDENING PROJECTS	-	-	-	-	-	-
6545	SIDEWALK REPAIRS	-	-	-	-	-	-
6550	TRAFFIC IMPROVEMENTS	775,815	-	-	-	-	-
6811	RIGHT-OF-WAY ACQUISITION	-	-	-	-	-	-
	<b>TOTAL CAPITAL PROJECTS</b>	<b>775,815</b>	-	-	-	-	-
<b>TOTAL PUBLIC WORKS</b>		<b>1,897,935</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, funding, design, right-of-way acquisition, and construction of capital improvement projects, which are paid for by public dollars. 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 transportation and public works programs, including application of federal and state grants.

## Full-Time Equivalents:

Public Works Director/City Engineer      0.350      Total FTE 0.350

## Accomplishments:

1. Constructed street and landscaping improvements along  $\frac{3}{4}$  mile of Base Line in the town center area, including a landscaped median, parkway landscaping, decorative intersection pavers, decorative street lighting, two lighted crosswalks, and pavement rehabilitation.
2. Widened  $\frac{3}{4}$  miles of Greenspot Road from 4 to 6 lanes east of SR-210 and the freeway northbound on and off-ramps. The project also constructed a landscaped median, decorative street lights, and pavement rehabilitation. Existing overhead lines and wood power poles were recently on the south side of Greenspot Road.
3. Constructed a new 4-lane concrete bridge on Greenspot Road across the Santa Ana River, and realigned approximately 3,500' of Greenspot Road on both sides of the new bridge. Completed rehabilitation of the historic iron bridge incorporating it in the City's multi-use trails system.
4. Constructed storm drain and pavement rehabilitation on Sterling Avenue (Base Line to Pacific Street), Pacific Street (Sterling Avenue to Rogers Lane), and 5<sup>th</sup> Street (City Creek Channel to Palm Avenue/3<sup>rd</sup> Street).
5. Constructed neighborhood street improvements including curbs, gutters, sidewalks and pavement widening on Olive Street and 14<sup>th</sup> Street.
6. Installed 2 new traffic signals at Base Line/Browning Road/Streater Drive intersection, and at Greenspot Road/ Weaver Street intersection.
7. Constructed 3.5 miles of pavement rehabilitation on Palm Avenue (5<sup>th</sup> St to Base Line), and on 9<sup>th</sup> Street (Del Rosa Drive to Palm Avenue).

8. Complete construction of the 9<sup>th</sup> Street Safety Improvements project between Del Rosa Drive and Palm Avenue including pavement rehabilitation, re-striping with bike lanes and center 2-way left turn lane, and pedestrian countdown heads at signalized intersections. Includes pavement rehabilitation on Palm Avenue from 5<sup>th</sup> Street to Base Line.
9. Prepared, submitted, and received approval of 5 federal and state grant applications, securing a total of \$3,075,390 grant funds.
10. The \$2-million federal grant secured under the "Projects of National and Regional Significance" Program is for improvements on Boulder Avenue from the entrance to San Manuel Village near Highland Avenue to Greenspot Road. Improvements to be constructed include traffic signal synchronization, sidewalks, landscaped median, parkway landscaping, bridge lighting, LED street lights, and pavement rehabilitation, etc.
11. The two state grants totaling \$325,390 secured under the AQMD Mobile Source Air Pollution Reduction Review Committee Program are for enhancement of traffic signal communications equipment and coordination signal timing between 60 signalized intersections along a total of 19.8 miles of arterial streets including Highland Avenue, Base Line, 5<sup>th</sup> Street/Greenspot Road, Victoria Avenue, Palm Avenue, and Boulder Avenue.
12. The \$500,000 state grant secured under the AQMD Mobile Source Air Pollution Reduction Review Committee Program is for construction of pavement rehabilitation and bike lanes along 2.3-miles of Base Line from Del Rosa Drive to Cole Avenue. The new bikeway improvements will also include installation of in-roadway bicycle detection systems at 14 signalized intersections, and way-finding signage on 11.6 mile of roadway. The state grant will also fund public outreach and education to promote biking and walking as transportation alternatives.

**Goals & Objectives:**

1. Prepare a comprehensive update of the City-wide Development Impact Fee Program.
2. Complete environmental clearance and engineering design to widen 5<sup>th</sup> Street/Greenspot Road between the SR-210 on and off-ramps to better accommodate existing and future traffic flows.
3. Secure grant funding and initiate environmental documents of the Boulder Avenue/Orange Street bikeway and roadway widening project connecting Highland and Redlands.
4. Complete environmental clearance of a new bridge on Base Line across City Creek for the purpose of eliminating the existing low water crossing.
5. Determine funding level and prioritize project locations for the City-wide Pavement Management Program.
6. Complete conceptual design for improvement of Palm Avenue around the Historic District.
7. In coordination with SANBAG, complete preliminary engineering and environmental documents for the Base Line Interchange Improvements Project.
8. Complete construction of Base Line safety improvements including intersection widening at Base Line/Seine Avenue, and landscaped median and pavement rehabilitation on Base Line between SR-210 and Boulder Avenue.
9. Complete construction of pavement widening along one mile of 5<sup>th</sup> Street between Victoria Avenue and Palm Avenue from 2 travel lanes to 4 travel lanes and one center 2-way turn lanes including a new traffic signal at the 5<sup>th</sup> Street/Central Avenue intersection

10. Complete installation of new traffic signal communications equipment and improvement of signal timing coordination between 60 signalized intersections.
11. Complete construction of the West Highland Bikeway Project including pavement rehabilitation on 2.3 miles of Base Line between Del Rosa Drive and Cole Avenue.
12. Complete design and construction of roadway improvements on Boulder Avenue from the San Manuel Village Entrance near Highland Avenue to Greenspot Road, including traffic signal synchronization, sidewalks, landscaped median, parkway landscaping, bridge lighting, LED street lights, and pavement rehabilitation.
13. Complete construction of the 5<sup>th</sup> Street/Greenspot Road Bikeway between Tippecanoe Avenue and the Santa Ana River and a trail system kiosk at the rehabilitated historic iron bridge.
14. Complete construction of the following neighborhood roadway improvements:
  - New curb, gutter, and/or sidewalks on 8 street segments:
    - 6<sup>th</sup> Street (Del Rosa Drive to Sterling Avenue)
    - 9<sup>th</sup> Street (Del Rosa Drive to Palm Avenue)
    - 10<sup>th</sup> Street (Central Avenue to Drummond Street)
    - 14<sup>th</sup> Street (Central Avenue to Cole Avenue)
    - Cole Avenue (10<sup>th</sup> Street to 14<sup>th</sup> Street)
    - Elm Street (6<sup>th</sup> Street to 9<sup>th</sup> Street)
    - Drummond Street (9<sup>th</sup> Street to 11<sup>th</sup> Street)
    - McKinley Street (9<sup>th</sup> Street to Base Line)
  - 5 new lighted crosswalks on:
    - 9<sup>th</sup> Street at McKinley Street
    - 9<sup>th</sup> Street east of Eucalyptus Drive
    - Church Street at Norwood Street
    - Base Line at Valaria Drive
    - Cole Avenue at Messina Street

**Performance Measures:**

	<u>2013/14</u>	<u>2014/15</u>	<u>2015/16</u>	<u>2016/17</u>
Subdivisions Plan Checked	1	2	4	4
Parcel Maps Plan Checked	1	2	1	1
Misc. Plans Checked	16	20	24	28
Encroachment Permits (Private)	25	26	30	30
Encroachment Permit (Utility)	70	72	140	120
Grading Permits Issued/Inspected	14	16	24	28
Construction Inspection Off-site	8	10	14	16
Professional Reports Reviewed	20	22	23	20
Vacations Processed	2	1	2	1
Capital Projects Designed	19	12	16	4
Capital Projects Constructed	23	17	18	7
Assessment District Annexations	6	7	14	12

# Engineering

Acct #	General Fund-001 Engineering-3200	2012-2013 Actual (Audited)	2013-2014 Actual (Audited)	2014-2015 Adjusted Budget	2014-2015 Year End Estimate	2015-2016 Adopted Budget	2016-2017 Adopted Budget
<b>SALARIES &amp; WAGES:</b>							
3010	SALARIES	40,161	39,381	47,285	47,285	48,230	49,210
3100	SICK LEAVE	-	-	-	-	-	-
3110	HOLIDAY	2,762	2,042	-	-	-	-
3120	VACATION	2,850	4,152	-	-	-	-
3125	MANAGEMENT LEAVE	1,670	825	-	-	-	-
	<b>TOTAL SALARIES &amp; WAGES</b>	<b>47,443</b>	<b>46,400</b>	<b>47,285</b>	<b>47,285</b>	<b>48,230</b>	<b>49,210</b>
<b>BENEFITS:</b>							
3510	CAFETERIA PLAN	-	4,296	4,410	4,410	4,620	4,830
3530	MEDICARE & SOCIAL SECURITY	1,035	733	690	690	700	715
3560	PERS-RETIREMENT	15,159	11,165	10,970	10,970	10,620	11,230
3590	LIFE INSURANCE	215	153	160	160	160	165
3600	AUTO ALLOWANCE	1,803	1,265	1,050	1,050	1,260	1,260
	<b>TOTAL BENEFITS</b>	<b>18,213</b>	<b>17,612</b>	<b>17,280</b>	<b>17,280</b>	<b>17,360</b>	<b>18,200</b>
<b>OPERATIONS &amp; MATERIALS:</b>							
4060	TELEPHONE	144	-	145	145	145	145
4080	BUILDING SERVICES DEPARTMENT CHARGE	-	-	-	-	3,545	-
4199	INSURANCE DEPARTMENT CHARGE	18,679	9,208	13,815	13,815	9,485	9,845
4200	OFFICE SUPPLIES	1,934	2,395	2,500	1,500	2,500	2,500
4203	EQUIPMENT/FURNITURE	-	323	300	-	300	300
4210	POSTAGE	504	878	800	500	500	500
4245	EQUIPMENT MAINTENANCE	1,552	1,493	1,600	1,600	1,600	1,600
4255	SOFTWARE SUPPORT	-	-	250	-	-	-
4310	DUES & SUBSCRIPTIONS	240	326	600	600	700	600
4320	TRAVEL & CONFERENCE	575	747	1,200	1,200	-	-
4330	TRAINING	956	642	1,150	1,150	1,150	1,150
4332	MILEAGE REIMBURSEMENT	724	1,179	600	200	600	600
4450	RELEASE/USE OF DEPOSIT/FEE	4,433	23,203	5,000	1,800	5,000	5,000
	<b>TOTAL OPERATIONS &amp; MATERIALS</b>	<b>29,740</b>	<b>40,394</b>	<b>27,960</b>	<b>22,510</b>	<b>25,525</b>	<b>22,240</b>
<b>CONTRACTUAL SERVICES:</b>							
4534	CONTRACT SERVICES-GIS	-	-	-	-	-	-
4548	CONTRACT SERVICES-PLANNING	-	-	-	-	-	-
4550	CONTRACT SERVICES-ENGINEERING	344,594	228,779	229,800	229,800	90,000	90,000
4551	CONTRACT SERVICES-ENGINEERING PROJECTS	180,244	129,045	130,000	130,000	148,000	148,000
4552	CONTRACT SERVICES-TRAFF COUNTS	10,278	-	-	-	-	-
4576	CONTRACT SERVICES-EMERGENCY WORK	-	-	-	-	-	-
4582	CONTRACT SERVICES-STUDIES	-	-	-	-	5,500	5,500
	<b>TOTAL CONTRACTUAL SERVICES</b>	<b>535,116</b>	<b>357,823</b>	<b>359,800</b>	<b>359,800</b>	<b>243,500</b>	<b>243,500</b>
<b>TOTAL ENGINEERING</b>		<b>630,512</b>	<b>462,229</b>	<b>452,325</b>	<b>446,875</b>	<b>334,615</b>	<b>333,150</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 staff's 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 Equivalents:**

Community Development Director	0.750	
Assistant Community Development Director	0.400	
Senior Planner	1.000	
Associate Planner	1.000	
Planning Technician II	1.000	
Administrative Assistant III	1.000	Total FTE 5.150

## **Accomplishments:**

1. Greenspot Village & Marketplace Specific Plan - On June 11, 2013, the City Council approved the Greenspot Village & Marketplace Specific Plan which outlines the development vision for the north side of the City's "Golden Triangle" General Plan policy area. The related EIR was certified on May 14, 2013 and Zone Change approved on May 28, 2013. On May 27, 2014, the Council also approved preliminary development plans for a commercial shopping center within Planning Area 1 of the Specific Plan.

2. Updated the City's Non-conforming Uses and Structures Ordinance. Evaluated 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).
3. Fixed Price Point Stores – On September 9, 2014, the City Council adopted Ordinance No. 394 creating new guidelines for the establishment of businesses categorized as “extreme value retail, fixed price retail, and odd-lot/closeout retail uses.”
4. Cottage Food Businesses - On September 9, 2014, the City Council adopted Ordinance No. 394 which also created guidelines for “Cottage Food” businesses. The Ordinance permits the preparation and sale of certain foods from a residence in compliance with State and County regulations.
5. RV Parking – On September 9, 2014, the City Council adopted Ordinance No. 395, amending on- and off-site parking regulations for recreational vehicles in residential neighborhoods.
6. Digital Signs - On October 14, 2014, the City Council adopted Ordinance No. 396, correcting ambiguities and formatting errors related to new freeway oriented commercial business signs, and electronic changeable copy business signs.
7. Food Truck Events – On December 9, 2014, the City Council adopted Ordinance No. 397, establishing guidelines for mobile food truck events.
8. Inclusionary Housing Fee Suspension – On December 9, 2014, the City Council adopted Ordinance No. 398 to continue the suspension of the City's Inclusionary Housing Ordinance.
9. Police Station Sign – On March 10, 2015, the City Council approved a new sign for the Highland Police Station.
10. Honor Colonel Paul Green – On February 11, 2015, the Street Naming Committee assigned Colonel Green's name to a prominent street connection on Base Line in honor of his local and national achievements.

**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). Anticipated to be completed by summer 2015.
2. 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).
3. 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.

4. Business Oriented Freeway Sign Program for Greenspot Village & Marketplace – Collaborate with all property owners within the Greenspot Village and Marketplace Specific Plan to develop a “Freeway Oriented Sign Program” for a maximum of two freeway signs.
5. Improve accuracy of City GIS data profile – explore options and resources to ensure the City has the most updated property profile date in “City GIS” system. Work with the County Assessor’s office and City GIS to determine the appropriate protocol for obtaining and installing up-to-date property profile information.
6. Convert Planning Division permit tacking system to IWORQ – transfer existing land use database to new system and development of new planning modules for planning functions.
7. Viable Economic Revitalization Strategies to Facilitate High-Wage Jobs in Highland – evaluate opportunities to review the previous concept related to the establishment of a Specific Plan for the areas around the SBIA.
8. Boundaries – explore the feasibility of straightening the jurisdictional boundaries between the City of Highland and San Bernardino.
9. Review Recycling Ordinances – review recycling requirements for centers in the community.
10. Security Camera at All Commercial Parking Lots – require all commercial businesses to install and maintain a security camera system.
11. San Bernardino County Regional/Community Greenhouse Gas Inventory – review the County’s regional Climate Action Plan and consider future action by the City.

**Performance Measures:**

<b>Application Type:</b>	<b>2013</b>	<b>2014</b>
Variance	0	1
Time Extensions	1	4
Temporary Occupancy Permit	34	28
Staff Review	20	18
Special Events	22	29
Signs	21	21
Revisions	1	1
Parcel Merger	2	1
Municipal/Dev Code Amendment	3	2
Lot Line Adjustment	0	1
Design Review	2	6
Conditional Use Permit	1	4
Certificate of Compliance	3	2
Certificate of Appropriateness	4	10
<b>TOTAL NUMBER OF PERMITS</b>	<b>160</b>	<b>128</b>

# Planning

Acct #	General Fund-001 Planning-4100	2012-2013 Actual (Audited)	2013-2014 Actual (Audited)	2014-2015 Adjusted Budget	2014-2015 Year End Estimate	2015-2016 Adopted Budget	2016-2017 Adopted Budget
<b>SALARIES &amp; WAGES:</b>							
3010	SALARIES	398,108	381,890	443,645	443,645	415,510	423,870
3040	OVERTIME	-	-	-	-	-	-
3050	COMPENSATORY TIME	4,632	5,519	-	-	-	-
3100	SICK LEAVE	6,978	4,188	-	-	-	-
3110	HOLIDAY	21,889	17,457	-	-	-	-
3120	VACATION	38,451	22,140	-	-	-	-
3125	MANAGEMENT LEAVE	7,908	4,350	-	-	-	-
	<b>TOTAL SALARIES &amp; WAGES</b>	<b>477,966</b>	<b>435,545</b>	<b>443,645</b>	<b>443,645</b>	<b>415,510</b>	<b>423,870</b>
<b>BENEFITS:</b>							
3510	CAFETERIA PLAN	-	68,045	69,930	69,930	67,980	71,070
3530	MEDICARE & SOCIAL SECURITY	6,560	10,506	6,435	6,435	6,025	6,150
3560	PERS-RETIREMENT	97,107	80,162	102,930	102,930	104,760	111,530
3590	LIFE INSURANCE	1,353	1,149	1,465	1,465	1,375	1,400
3600	AUTO ALLOWANCE	3,246	6,451	2,700	2,700	2,700	2,700
	<b>TOTAL BENEFITS</b>	<b>108,265</b>	<b>166,313</b>	<b>183,460</b>	<b>183,460</b>	<b>182,840</b>	<b>192,850</b>
<b>OPERATIONS &amp; MATERIALS:</b>							
4080	BUILDING SERVICES DEPARTMENT CHARGE	-	-	-	-	51,445	-
4198	CITY ADMINISTRATION	-	-	-	-	-	-
4199	INSURANCE DEPARTMENT CHARGE	18,679	9,208	13,815	13,815	9,485	9,845
4200	OFFICE SUPPLIES	2,184	2,068	4,000	2,500	2,500	2,500
4203	EQUIPMENT/FURNITURE	-	-	-	-	-	-
4210	POSTAGE	4,375	3,422	4,000	3,500	4,000	4,000
4245	EQUIPMENT MAINTENANCE	-	-	-	-	-	-
4255	SOFTWARE SUPPORT	-	5,529	4,500	4,500	4,250	3,000
4300	ADVERTISING	-	-	-	-	-	-
4310	DUES & SUBSCRIPTIONS	1,000	975	1,000	1,000	1,400	1,400
4320	TRAVEL & CONFERENCE	1,740	380	-	-	-	-
4330	TRAINING	1,095	1,403	3,000	3,000	9,250	4,250
4332	MILEAGE REIMBURSEMENT	326	200	500	150	300	300
4336	COMMUNITY EVENTS	197	411	600	350	600	600
4345	NOTICE OF DETERMINATION	9,525	550	6,500	500	5,000	5,000
4346	LAFCO FEES	-	-	-	-	-	-
4450	RELEASE/USE OF DEPOSIT/FEE	26,515	1,545	5,000	1,250	5,000	5,000
	<b>TOTAL OPERATIONS &amp; MATERIALS</b>	<b>65,635</b>	<b>25,690</b>	<b>42,915</b>	<b>30,565</b>	<b>93,230</b>	<b>35,895</b>
<b>CONTRACTUAL SERVICES:</b>							
4520	CONTRACT SERVICES-ATTORNEY	7,335	3,198	-	-	-	-
4534	CONTRACT SERVICES-GIS	-	-	-	-	7,335	7,335
4547	CONTRACT SERVICES-ARCHITECTURAL LANDSCAPE	-	-	-	-	50,000	50,000
4548	CONTRACT SERVICES-PLANNING	-	-	-	-	-	-
4554	CONTRACT SERVICES-CONSULTANT	307,093	301,569	265,437	114,000	173,000	57,000
4582	CONTRACT SERVICES-STUDIES	-	-	-	-	4,000	4,000
4600	CONTRACT SERVICES-GENERAL PLAN	-	-	-	-	5,000	-
4605	CONTRACT SERVICES-CONSERVATION PLAN	-	28,638	4,000	-	4,000	4,000
4661	CONTRACT SERVICES-SMARA COMPLIANCE	-	-	-	-	-	-
4662	CONTRACT SERVICES-HOUSING ELEMENT	17,508	-	-	-	-	-
	<b>TOTAL CONTRACTUAL SERVICES</b>	<b>331,935</b>	<b>333,405</b>	<b>269,437</b>	<b>114,000</b>	<b>243,335</b>	<b>122,335</b>
<b>TOTAL PLANNING</b>		<b>983,802</b>	<b>960,953</b>	<b>939,457</b>	<b>771,670</b>	<b>934,915</b>	<b>774,950</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 the previous two fiscal year cycles the City implemented a new multi-year NPDES Permit issued by the Santa Ana Regional Water Quality Control Board. New tasks included a Residential Outreach Program, Mobile Business Enforcement Program, and new Water Quality Management Plan Monitoring Program. In Fiscal year 2015/16 the City expects to receive another new multi-year NPDES permit. In the coming fiscal years the Division Staff will be implementing new and expanded mandated tasks that will be adopted.

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 2013 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>2012/13</u>	<u>2013/14</u>	<u>2014/15</u>	<u>2015/16</u>
Solid Waste Liens	799	750	724	725
Solid Waste Lien Demands	160	105	100	100
Solid Waste Exemptions	130	72	75	75
NPDES Inspections	76	70	45*	50*

\*Fluctuation due to change in permit requirements.

## Public Services

Acct #	General Fund-001 Public Services-4200	2012-2013 Actual (Audited)	2013-2014 Actual (Audited)	2014-2015 Adjusted Budget	2014-2015 Year End Estimate	2015-2016 Adopted Budget	2016-2017 Adopted Budget
<b>SALARIES &amp; WAGES:</b>							
3010	SALARIES	147,227	121,098	156,300	156,300	177,900	181,400
3040	OVERTIME	-	-	-	-	-	-
3050	COMPENSATORY TIME	1,185	1,265	-	-	-	-
3100	SICK LEAVE	-	686	-	-	-	-
3110	HOLIDAY	6,774	6,195	-	-	-	-
3120	VACATION	6,842	11,541	-	-	-	-
3125	MANAGEMENT LEAVE	2,813	1,368	-	-	-	-
	<b>TOTAL SALARIES &amp; WAGES</b>	<b>164,840</b>	<b>142,153</b>	<b>156,300</b>	<b>156,300</b>	<b>177,900</b>	<b>181,400</b>
<b>BENEFITS:</b>							
3510	CAFETERIA PLAN	-	23,843	25,200	25,200	26,400	27,600
3530	MEDICARE & SOCIAL SECURITY	2,538	2,352	3,025	3,025	3,350	3,415
3560	PERS-RETIREMENT	32,323	34,009	33,435	33,435	41,410	44,065
3590	LIFE INSURANCE	456	465	480	480	550	560
	<b>TOTAL BENEFITS</b>	<b>35,316</b>	<b>60,669</b>	<b>62,140</b>	<b>62,140</b>	<b>71,710</b>	<b>75,640</b>
<b>OPERATIONS &amp; MATERIALS:</b>							
4060	TELEPHONE	426	-	-	-	-	-
4061	CELL PHONES/SATELLITE PHONES	-	23	360	120	120	120
4080	BUILDING SERVICES DEPARTMENT CHARGE	-	-	-	-	24,835	-
4198	CITY ADMINISTRATION	109	-	-	-	-	-
4199	INSURANCE DEPARTMENT CHARGE	18,679	9,208	13,815	13,815	9,485	9,845
4200	OFFICE SUPPLIES	1,890	1,683	2,000	1,800	1,800	1,800
4202	CRV GRANT USE	13,149	6,081	14,500	14,500	14,500	14,500
4203	EQUIPMENT/FURNITURE	700	-	-	-	-	-
4206	MATERIALS	-	195	700	400	400	400
4210	POSTAGE	211	182	400	300	400	400
4220	FUEL	438	252	1,200	900	900	900
4240	VEHICLE MAINTENANCE	744	589	600	400	600	600
4249	UNIFORMS	-	-	425	425	425	425
4250	SPECIAL DEPARTMENT SUPPLIES	302	-	500	-	500	500
4300	ADVERTISING	-	648	1,000	1,000	1,500	1,500
4310	DUES & SUBSCRIPTIONS	-	49	250	250	250	350
4320	TRAVEL & CONFERENCE	-	1,481	2,500	2,500	2,300	2,900
4330	TRAINING	2,869	695	1,590	1,590	1,360	1,110
4332	MILEAGE REIMBURSEMENT	-	-	400	400	400	400
4349	GRANT PROGRAMS	-	34,666	-	-	-	-
	<b>TOTAL OPERATIONS &amp; MATERIALS</b>	<b>39,516</b>	<b>55,751</b>	<b>40,240</b>	<b>38,400</b>	<b>59,775</b>	<b>35,750</b>
<b>CONTRACTUAL SERVICES:</b>							
4554	CONTRACT SERVICES-CONSULTANT	-	618	-	-	-	-
4596	CONTRACT SERVICES-ENVIRON. HEALTH SERVICES	51,780	50,423	67,000	64,500	64,500	64,500
4665	CONTRACT SERVICES-STORM DRAIN	94,500	85,177	126,300	106,000	106,000	124,000
	<b>TOTAL CONTRACTUAL SERVICES</b>	<b>146,280</b>	<b>136,218</b>	<b>193,300</b>	<b>170,500</b>	<b>170,500</b>	<b>188,500</b>
<b>TOTAL PUBLIC SERVICES</b>		<b>385,952</b>	<b>394,791</b>	<b>451,980</b>	<b>427,340</b>	<b>479,885</b>	<b>481,290</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	
Building Official	0.500	
Permit Technician	1.000	Total FTE 1.550

## Accomplishments:

During the budget period (2013- March 1, 2015), a construction valuation of \$27,185,259 in projects was permitted, bringing in approximately \$813,586 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.

## Performance Measures:

	<u>2013/2014</u>	<u>2014/15 (Thru March 1)</u>
New Industrial Permits	0	0
New Commercial Permits	2	0
New Single Family Residence Permits	9	3
Other Permits	1148	849
Plan Checks	392	256
Inspections Performed	4316	N/A

## Building & Safety

Acct #	General Fund-001 Building & Safety-4500	2012-2013 Actual (Audited)	2013-2014 Actual (Audited)	2014-2015 Adjusted Budget	2014-2015 Year End Estimate	2015-2016 Adopted Budget	2016-2017 Adopted Budget
<b>SALARIES &amp; WAGES:</b>							
3010	SALARIES	105,915	93,594	105,205	105,205	107,340	109,480
3040	OVERTIME	-	-	-	-	-	-
3050	COMPENSATORY TIME	141	-	-	-	-	-
3100	SICK LEAVE	2,734	1,199	-	-	-	-
3110	HOLIDAY	4,648	4,675	-	-	-	-
3120	VACATION	4,899	6,177	-	-	-	-
3125	MANAGEMENT LEAVE	1,550	1,085	-	-	-	-
	<b>TOTAL SALARIES &amp; WAGES</b>	<b>119,888</b>	<b>106,729</b>	<b>105,205</b>	<b>105,205</b>	<b>107,340</b>	<b>109,480</b>
<b>BENEFITS:</b>							
3510	CAFETERIA PLAN	-	18,862	19,530	19,530	20,460	21,390
3530	MEDICARE & SOCIAL SECURITY	1,685	1,959	1,525	1,525	1,560	1,590
3560	PERS-RETIREMENT	23,605	24,624	24,410	24,410	28,430	30,335
3590	LIFE INSURANCE	330	337	350	350	355	365
3600	AUTO ALLOWANCE	181	358	150	150	180	180
	<b>TOTAL BENEFITS</b>	<b>25,801</b>	<b>46,141</b>	<b>45,965</b>	<b>45,965</b>	<b>50,985</b>	<b>53,860</b>
<b>OPERATIONS &amp; MATERIALS:</b>							
4062	AIR CARDS	-	-	2,000	1,000	1,000	1,000
4080	BUILDING SERVICES DEPARTMENT CHARGE	-	-	-	-	15,460	-
4199	INSURANCE DEPARTMENT CHARGE	18,627	9,208	13,815	13,815	9,485	9,845
4200	OFFICE SUPPLIES	1,973	3,178	3,200	3,000	3,500	3,500
4203	EQUIPMENT/FURNITURE	-	-	-	-	-	-
4206	MATERIALS	-	596	200	-	800	1,500
4210	POSTAGE	96	122	250	250	250	250
4220	FUEL	237	773	1,800	1,000	1,000	1,250
4240	VEHICLE MAINTENANCE	492	-	1,000	500	1,200	1,200
4250	SPECIAL DEPARTMENT SUPPLIES	-	-	600	-	800	800
4255	SOFTWARE SUPPORT	5,421	4,048	5,000	5,000	3,000	3,000
4310	DUES & SUBSCRIPTIONS	240	628	800	800	800	500
4320	TRAVEL & CONFERENCE	600	-	-	-	-	-
4330	TRAINING	-	1,099	1,200	1,200	1,500	1,500
4332	MILEAGE REIMBURSEMENT	-	-	150	-	150	150
	<b>TOTAL OPERATIONS &amp; MATERIALS</b>	<b>27,686</b>	<b>19,651</b>	<b>30,015</b>	<b>26,565</b>	<b>38,945</b>	<b>24,495</b>
<b>CONTRACTUAL SERVICES:</b>							
4534	CONTRACT SERVICES-GIS	-	-	-	-	7,335	7,335
4540	CONTRACT SERVICES-BUILDING INSPECTIONS	144,290	165,793	350,000	225,000	335,200	335,200
4542	CONTRACT SERVICES-SMIP	2,393	1,419	3,000	1,250	3,000	3,000
4543	CONTRACT SERVICES-BSAR FUND	1,402	1,351	2,000	1,500	2,000	2,000
4556	CONTRACT SERVICES-DEMOLITION	-	-	-	-	-	-
	<b>TOTAL CONTRACTUAL SERVICES</b>	<b>148,085</b>	<b>168,562</b>	<b>355,000</b>	<b>227,750</b>	<b>347,535</b>	<b>347,535</b>
<b>TOTAL BUILDING &amp; SAFETY</b>		<b>321,460</b>	<b>341,083</b>	<b>536,185</b>	<b>405,485</b>	<b>544,805</b>	<b>535,370</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 Equivalents:

Community Development Director	0.050	
Building Official	0.500	
Senior Code Compliance Officer	0.250	
Senior Code Compliance Officer	1.000	
Administrative Assistant III	0.600	Total FTE 2.400

## Accomplishments:

Since July 2013, Code Compliance has generated approximately:

\$195,900 in Administrative Citation fines/fees have been issued with \$53,230 collected.

\$133,000 in Residential Rental Registrations fees collected.

\$6,300 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 2013, Code Enforcement staff has conducted 5,200 inspections of various types/ complaints and currently has 1,263 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	2012-2013 Actual (Audited)	2013-2014 Actual (Audited)	2014-2015 Adjusted Budget	2014-2015 Year End Estimate	2015-2016 Adopted Budget	2016-2017 Adopted Budget
<b>SALARIES &amp; WAGES:</b>							
3010	SALARIES	182,934	147,961	182,855	182,855	169,450	172,875
3040	OVERTIME	-	39	-	-	-	-
3050	COMPENSATORY TIME	84	915	-	-	-	-
3100	SICK LEAVE	5,408	5,074	-	-	-	-
3110	HOLIDAY	6,849	6,911	-	-	-	-
3120	VACATION	9,895	8,045	-	-	-	-
3125	MANAGEMENT LEAVE	1,550	1,085	-	-	-	-
	<b>TOTAL SALARIES &amp; WAGES</b>	<b>206,722</b>	<b>170,030</b>	<b>182,855</b>	<b>182,855</b>	<b>169,450</b>	<b>172,875</b>
<b>BENEFITS:</b>							
3510	CAFETERIA PLAN	-	36,432	42,840	42,840	31,680	33,120
3530	MEDICARE & SOCIAL SECURITY	3,794	3,725	4,365	4,365	2,460	2,510
3560	PERS-RETIREMENT	34,238	36,434	36,020	36,020	44,590	47,570
3590	LIFE INSURANCE	479	500	515	515	560	570
3600	AUTO ALLOWANCE	180	359	150	150	180	180
	<b>TOTAL BENEFITS</b>	<b>38,691</b>	<b>77,449</b>	<b>83,890</b>	<b>83,890</b>	<b>79,470</b>	<b>83,950</b>
<b>OPERATIONS &amp; MATERIALS:</b>							
4060	TELEPHONE	2,000	-	-	-	-	-
4061	CELL PHONES/SATELLITE PHONES	-	858	1,750	1,750	1,750	1,750
4062	AIR CARDS	-	-	2,000	2,000	1,920	1,920
4080	BUILDING SERVICES DEPARTMENT CHARGE	-	-	-	-	24,075	-
4199	INSURANCE DEPARTMENT CHARGE	18,627	9,208	13,815	13,815	9,485	9,845
4200	OFFICE SUPPLIES	3,718	3,687	4,000	4,000	7,000	7,000
4203	EQUIPMENT/FURNITURE	-	-	-	-	-	-
4206	MATERIALS	461	-	-	-	-	-
4210	POSTAGE	3,467	3,415	3,800	3,800	4,000	4,500
4220	FUEL	1,990	4,109	9,000	4,000	4,000	5,000
4240	VEHICLE MAINTENANCE	4,368	336	2,000	1,500	2,500	2,500
4249	UNIFORMS	-	582	900	900	1,600	1,600
4250	SPECIAL DEPARTMENT SUPPLIES	1,329	-	-	-	2,000	2,400
4255	SOFTWARE SUPPORT	4,509	8,647	5,000	5,000	3,000	3,000
4290	TITLE SEARCH	-	-	1,000	-	1,000	1,000
4310	DUES & SUBSCRIPTIONS	-	-	-	-	-	-
4320	TRAVEL & CONFERENCE	-	-	-	-	-	-
4330	TRAINING	-	-	100	100	500	500
4332	MILEAGE REIMBURSEMENT	-	-	-	-	-	-
	<b>TOTAL OPERATIONS &amp; MATERIALS</b>	<b>40,469</b>	<b>30,841</b>	<b>43,365</b>	<b>36,865</b>	<b>62,830</b>	<b>41,015</b>
<b>CONTRACTUAL SERVICES:</b>							
4520	CONTRACT SERVICES-ATTORNEY	76,063	89,902	40,000	40,000	50,000	50,000
4534	CONTRACT SERVICES-GIS	-	-	-	-	7,335	7,335
4538	CONTRACT SERVICES-CODE ENFORCEMENT	-	-	60,000	43,000	196,040	196,040
4545	CONTRACT SERVICES-WEED ABATEMENT	4,135	3,985	6,500	3,500	7,000	7,000
4556	CONTRACT SERVICES-DEMOLITION	74	-	-	-	-	-
4557	CONTRACT SERVICES-BOARD/SECURE	33,624	34,013	30,000	22,000	40,000	50,000
	<b>TOTAL CONTRACTUAL SERVICES</b>	<b>113,896</b>	<b>127,900</b>	<b>136,500</b>	<b>108,500</b>	<b>300,375</b>	<b>310,375</b>
<b>TOTAL CODE ENFORCEMENT</b>		<b>399,779</b>	<b>406,220</b>	<b>446,610</b>	<b>412,110</b>	<b>612,125</b>	<b>608,215</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	0.500	
Maintenance Worker II	0.500	
Maintenance Worker II	0.100	Total FTE 1.150

# Parks

Acct #	General Fund-001 Parks-6000	2012-2013 Actual (Audited)	2013-2014 Actual (Audited)	2014-2015 Adjusted Budget	2014-2015 Year End Estimate	2015-2016 Adopted Budget	2016-2017 Adopted Budget
<b>SALARIES &amp; WAGES:</b>							
3010	SALARIES	73,567	44,577	104,540	80,000	58,225	59,415
3040	OVERTIME	4,171	2,541	-	-	-	-
3050	COMPENSATORY TIME	1,903	1,694	-	-	-	-
3100	SICK LEAVE	4,042	3,136	-	-	-	-
3110	HOLIDAY	4,181	5,189	-	-	-	-
3120	VACATION	3,882	6,885	-	-	-	-
3125	MANAGEMENT LEAVE	-	66	-	-	-	-
	<b>TOTAL SALARIES &amp; WAGES</b>	<b>91,746</b>	<b>64,088</b>	<b>104,540</b>	<b>80,000</b>	<b>58,225</b>	<b>59,415</b>
<b>BENEFITS:</b>							
3510	CAFETERIA PLAN	-	25,620	27,090	27,090	15,180	15,870
3530	MEDICARE & SOCIAL SECURITY	1,804	1,741	1,520	1,520	845	865
3560	PERS-RETIREMENT	23,217	24,516	24,255	24,255	17,345	18,610
3590	LIFE INSURANCE	328	337	345	345	195	200
	<b>TOTAL BENEFITS</b>	<b>25,348</b>	<b>52,213</b>	<b>53,210</b>	<b>53,210</b>	<b>33,565</b>	<b>35,545</b>
<b>OPERATIONS &amp; MATERIALS:</b>							
4010	ELECTRICITY	65,206	64,742	76,000	76,000	45,000	45,000
4030	WATER/SEWER	134,826	131,812	116,000	116,000	149,000	149,000
4040	PEST CONTROL SUPPLIES/MATERIALS	4,310	-	-	-	-	-
4045	LANDSCAPING SUPPLIES	-	494	500	500	500	500
4050	TRASH	-	-	500	-	500	500
4055	JANITORIAL SUPPLIES	3,921	1,579	9,000	5,500	5,000	5,000
4060	TELEPHONE	1,046	734	480	480	750	750
4061	CELL PHONES/SATELLITE PHONES	-	257	1,200	800	800	800
4066	ALARM MONITORING	-	2,560	2,400	2,400	2,160	2,160
4070	BUILDING MAINTENANCE	31,477	12,365	14,000	14,000	33,200	36,000
4116	OPERATING TRANSFER OUT-PMD	33,637	31,560	38,890	38,890	52,520	53,805
4198	CITY ADMINISTRATION	399	584	8,000	-	8,000	8,000
4199	INSURANCE DEPARTMENT CHARGE	18,627	9,208	13,815	13,815	9,485	9,845
4200	OFFICE SUPPLIES	-	741	-	-	-	-
4203	EQUIPMENT/FURNITURE	-	-	1,000	-	-	-
4206	MATERIALS	22,773	13,030	13,000	5,000	13,000	13,000
4210	POSTAGE	-	-	-	-	-	-
4220	FUEL	12,266	9,225	14,300	9,500	11,000	13,000
4224	OVERHEAD DOOR/GATE MAINTENANCE	-	-	-	-	1,000	1,000
4240	VEHICLE MAINTENANCE	33	1,262	1,600	1,250	1,600	1,600
4245	EQUIPMENT MAINTENANCE	2,400	838	2,400	1,250	1,500	1,500
4248	EQUIPMENT RENTAL/LEASE	6,755	-	500	350	500	500
4249	UNIFORMS	-	632	850	850	850	850
4250	SPECIAL DEPARTMENT SUPPLIES	462	-	-	-	-	-
4330	TRAINING	-	-	400	-	400	400
	<b>TOTAL OPERATIONS &amp; MATERIALS</b>	<b>338,138</b>	<b>281,623</b>	<b>314,835</b>	<b>286,585</b>	<b>336,765</b>	<b>343,210</b>
<b>CONTRACTUAL SERVICES:</b>							
4504	CONTRACT SERVICES-JANITORIAL SERVICES	19,497	15,489	18,000	18,000	35,850	37,640
4526	CONTRACT SERVICES-YMCA	431,275	430,151	477,540	455,000	477,540	477,540
4533	CONTRACT SERVICES-SOFTWARE SUBSCRIPTIONS	2,379	2,379	3,300	3,300	3,300	3,300
4578	CONTRACT SERVICES-STREET STRIPING	-	-	-	-	-	-
4585	CONTRACT SERVICES-LANDSCAPE MAINTENANCE	132,861	74,124	77,695	77,695	65,620	68,405
4587	CONTRACT SERVICES-ELEVATOR MAINTENANCE	-	23,577	5,065	5,065	5,065	5,320
4588	CONTRACT SERVICES-HVAC MAINTENANCE	-	41,369	48,655	48,655	49,175	50,910
4589	CONTRACT SERVICES-PEST CONTROL	-	2,607	5,000	5,000	5,000	5,000
4680	CONTRACT SERVICES-TREE TRIMMING	-	7,831	9,000	9,000	9,000	9,000
	<b>TOTAL CONTRACTUAL SERVICES</b>	<b>586,013</b>	<b>597,527</b>	<b>644,255</b>	<b>621,715</b>	<b>650,550</b>	<b>657,115</b>

# Parks

Acct #	General Fund-001 Parks-6000	2012-2013 Actual (Audited)	2013-2014 Actual (Audited)	2014-2015 Adjusted Budget	2014-2015 Year End Estimate	2015-2016 Adopted Budget	2016-2017 Adopted Budget
	<b>CAPITAL OUTLAY:</b>						
6040	EQUIPMENT	-	-	-	-		
	<b>TOTAL CAPITAL OUTLAY</b>	-	-	-	-		
	<b>TOTAL PARKS</b>	1,041,244	995,452	1,116,840	1,041,510	1,079,105	1,095,285



# 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:

Senior Maintenance Worker      1.000      Total FTE 1.000

## Performance Measures:

	<u>2010/11</u>	<u>2011/12</u>	<u>2012/13</u>	<u>2013/14</u>	<u>2014/15</u>	<u>2015/16</u>
Square Feet Abated	170,000	200,000	200,000	220,000	220,000	220,000

# Graffiti

Acct #	General Fund-001 Graffiti-6010	2012-2013 Actual (Audited)	2013-2014 Actual (Audited)	2014-2015 Adjusted Budget	2014-2015 Year End Estimate	2015-2016 Adopted Budget	2016-2017 Adopted Budget
<b>SALARIES &amp; WAGES:</b>							
3010	SALARIES	52,303	40,471	44,500	44,500	52,200	53,300
3040	OVERTIME	2,285	2,485	-	-	-	-
3050	COMPENSATORY TIME	276	137	-	-	-	-
3100	SICK LEAVE	925	1,678	-	-	-	-
3110	HOLIDAY	1,861	2,089	-	-	-	-
3120	VACATION	350	1,132	-	-	-	-
	<b>TOTAL SALARIES &amp; WAGES</b>	<b>58,000</b>	<b>47,992</b>	<b>44,500</b>	<b>44,500</b>	<b>52,200</b>	<b>53,300</b>
<b>BENEFITS:</b>							
3510	CAFETERIA PLAN	-	11,997	12,600	12,600	13,200	13,800
3530	MEDICARE & SOCIAL SECURITY	871	883	645	645	760	775
3560	PERS-RETIREMENT	10,002	10,522	10,325	10,325	15,360	16,475
3590	LIFE INSURANCE	142	145	150	150	175	180
	<b>TOTAL BENEFITS</b>	<b>11,015</b>	<b>23,547</b>	<b>23,720</b>	<b>23,720</b>	<b>29,495</b>	<b>31,230</b>
<b>OPERATIONS &amp; MATERIALS:</b>							
4030	WATER/SEWER	-	-	-	-	-	-
4060	TELEPHONE	466	-	-	-	-	-
4061	CELL PHONES/SATELLITE PHONES	-	278	900	800	900	900
4198	CITY ADMINISTRATION	-	213	1,500	-	2,000	2,000
4199	INSURANCE DEPARTMENT CHARGE	18,627	9,208	13,815	13,815	9,530	9,890
4200	OFFICE SUPPLIES	-	-	-	-	-	-
4206	MATERIALS	3,714	8,136	13,000	6,000	9,000	9,000
4210	POSTAGE	-	-	-	-	-	-
4220	FUEL	5,703	4,569	7,000	5,000	5,000	6,000
4240	VEHICLE MAINTENANCE	4,977	1,317	2,000	750	2,000	2,000
4245	EQUIPMENT MAINTENANCE	2,176	1,562	1,800	500	1,800	1,800
4248	EQUIPMENT RENTAL/LEASE	-	-	-	-	-	-
4249	UNIFORMS	-	229	425	425	425	425
4250	SPECIAL DEPARTMENT SUPPLIES	372	-	-	-	-	-
4330	TRAINING	12	-	200	-	200	200
4347	GRAFFITI REWARD PROGRAM	-	-	500	-	250	250
	<b>TOTAL OPERATIONS &amp; MATERIALS</b>	<b>36,047</b>	<b>25,512</b>	<b>41,140</b>	<b>27,290</b>	<b>31,105</b>	<b>32,465</b>
<b>CONTRACTUAL SERVICES:</b>							
4667	CONTRACT SERVICES-GRAFFITI	-	-	-	-	-	-
	<b>TOTAL CONTRACTUAL SERVICES</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</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 GRAFFITI</b>		<b>105,062</b>	<b>97,051</b>	<b>109,360</b>	<b>95,510</b>	<b>112,800</b>	<b>116,995</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 cleanups, 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 Equivalents:

Community Volunteer Services Coordinator\*      0.875    Total FTE 0.875  
\*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.

## 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.

## Community Volunteer Services

Acct #	General Fund-001 Community Volunteer Services-6020	2012-2013 Actual (Audited)	2013-2014 Actual (Audited)	2014-2015 Adjusted Budget	2014-2015 Year End Estimate	2015-2016 Adopted Budget	2016-2017 Adopted Budget
<b>SALARIES &amp; WAGES:</b>							
3010	SALARIES	44,599	25,577	33,900	33,900	22,220	22,660
3040	OVERTIME	-	-	-	-	-	-
	<b>TOTAL SALARIES &amp; WAGES</b>	<b>44,599</b>	<b>25,577</b>	<b>33,900</b>	<b>33,900</b>	<b>22,220</b>	<b>22,660</b>
<b>BENEFITS:</b>							
3510	CAFETERIA PLAN	-	11,967	12,600	12,600	7,260	7,590
3530	MEDICARE & SOCIAL SECURITY	472	391	495	495	325	330
3560	PERS-RETIREMENT	7,745	6,100	7,865	7,865	5,600	5,960
	<b>TOTAL BENEFITS</b>	<b>8,217</b>	<b>18,458</b>	<b>20,960</b>	<b>20,960</b>	<b>13,185</b>	<b>13,880</b>
<b>OPERATIONS &amp; MATERIALS:</b>							
4080	BUILDING SERVICES DEPARTMENT CHARGE	-	-	-	-	7,605	-
4199	INSURANCE DEPARTMENT CHARGE	-	9,208	13,815	13,815	9,530	9,890
4200	OFFICE SUPPLIES	467	342	1,000	800	800	800
4206	MATERIALS	1,586	583	1,500	1,250	1,250	1,000
4210	POSTAGE	262	381	600	400	400	400
4300	ADVERTISING	421	421	500	300	500	500
4310	DUES & SUBSCRIPTIONS	35	45	75	75	100	100
4320	TRAVEL & CONFERENCE	-	-	-	-	-	-
4330	TRAINING	311	239	430	150	450	450
4332	MILEAGE REIMBURSEMENT	-	-	200	100	200	200
4336	COMMUNITY EVENTS	13,313	13,411	13,500	13,500	15,000	15,500
4349	GRANT PROGRAMS	14,481	182	16,700	10,000	-	-
	<b>TOTAL OPERATIONS &amp; MATERIALS</b>	<b>30,876</b>	<b>24,813</b>	<b>48,320</b>	<b>40,390</b>	<b>35,835</b>	<b>28,840</b>
<b>TOTAL COMMUNITY VOLUNTEER SERVICES</b>		<b>83,691</b>	<b>68,848</b>	<b>103,180</b>	<b>95,250</b>	<b>71,240</b>	<b>65,380</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	2012-2013 Actual (Audited)	2013-2014 Actual (Audited)	2014-2015 Adjusted Budget	2014-2015 Year End Estimate	2015-2016 Adopted Budget	2016-2017 Adopted Budget
<b>OPERATIONS &amp; MATERIALS:</b>							
4198	CITY ADMINISTRATION	-	-	1,500	-	1,500	1,500
4203	EQUIPMENT/FURNITURE	-	-	-	-	350	-
4206	MATERIALS	3,358	567	5,000	2,500	4,000	4,000
4248	EQUIPMENT RENTAL/LEASE	-	-	2,000	500	500	500
4330	TRAINING	-	-	-	-	-	-
	<b>TOTAL OPERATIONS &amp; MATERIALS</b>	<b>3,358</b>	<b>567</b>	<b>8,500</b>	<b>3,000</b>	<b>6,350</b>	<b>6,000</b>
<b>CONTRACTUAL SERVICES:</b>							
4550	CONTRACT SERVICES-ENGINEERING	-	-	-	-	-	-
4585	CONTRACT SERVICES-LANDSCAPE MAINTENANCE	4,975	-	-	-	-	-
	<b>TOTAL CONTRACTUAL SERVICES</b>	<b>4,975</b>	<b>-</b>	<b>-</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>8,333</b>	<b>567</b>	<b>8,500</b>	<b>3,000</b>	<b>6,350</b>	<b>6,000</b>

# TRAFFIC SAFETY

## **Introduction:**

The Traffic safety fund accounts for various fines such as; 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, traffic signals, traffic signal maintenance, 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 Equivalents:**

There are no personnel directly charged to this fund.

# Traffic Safety

Acct #	Traffic Safety-002 Traffic Safety-8200	2012-2013 Actual (Audited)	2013-2014 Actual (Audited)	2014-2015 Adjusted Budget	2014-2015 Year End Estimate	2015-2016 Adopted Budget	2016-2017 Adopted Budget
<b>OPERATIONS &amp; MATERIALS:</b>							
4203	EQUIPMENT/FURNITURE	-	-	-	-	-	-
4206	MATERIALS	11,885	12,196	30,000	15,000	15,000	15,000
	<b>TOTAL OPERATIONS &amp; MATERIALS</b>	<b>11,885</b>	<b>12,196</b>	<b>30,000</b>	<b>15,000</b>	<b>15,000</b>	<b>15,000</b>
<b>CONTRACTUAL SERVICES:</b>							
4530	CONTRACT SERVICES-CROSSING GUARD	30,295	30,992	38,500	38,500	35,000	38,500
4550	CONTRACT SERVICES-ENGINEERING	25,273	-	19,500	5,000	-	-
4580	CONTRACT SERVICES-TRAFFIC SIGNAL MAINTENANCE	-	-	-	-	65,000	70,000
4586	CONTRACT SERVICES-RED LIGHT CAMERAS	138,000	138,000	138,000	-	-	-
	<b>TOTAL CONTRACTUAL SERVICES</b>	<b>193,568</b>	<b>168,992</b>	<b>196,000</b>	<b>43,500</b>	<b>100,000</b>	<b>108,500</b>
<b>CAPITAL OUTLAY:</b>							
6040	EQUIPMENT	16,014	-	-	-	-	-
	<b>TOTAL CAPITAL OUTLAY</b>	<b>16,014</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>CAPITAL PROJECTS:</b>							
6530	STREET/SIDEWALK CONSTRUCTION	-	72,556	89,115	-	-	-
6550	TRAFFIC IMPROVEMENTS	34,232	-	237,000	125,000	317,000	453,000
	<b>TOTAL CAPITAL PROJECTS</b>	<b>34,232</b>	<b>72,556</b>	<b>326,115</b>	<b>125,000</b>	<b>317,000</b>	<b>453,000</b>
<b>TOTAL TRAFFIC SAFETY</b>		<b>255,699</b>	<b>253,744</b>	<b>552,115</b>	<b>183,500</b>	<b>432,000</b>	<b>576,500</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 Engineer/Public Works Dir.	0.350	
Assistant Public Works Director	0.500	
Public Works Manager	0.850	
Maintenance Worker I	0.500	
Maintenance Worker I	1.000	
Maintenance Worker II	0.450	
Administrative Assistant II	0.650	Total FTE 4.300

**Performance Measures:**

	<u>2013-2014</u>	<u>2014-2015</u>	<u>2015-2016</u>
Landscape Maintenance District Zones	63	68	68
Roadway maintained (miles)	152	152	152
Signs installed	1,000	1,000	1,000
Signals maintained	34	35	35
Storm drain inspections	338	342	342
Street swept (curb miles)	305	305	305
Trees maintained	2,100	5,900	5,900
Parks maintained	6	7	7
Trails maintained (miles)	8.55	8.55	8.55

# Gas Tax

Acct #	Gas Tax-004 Gas Tax-8310	2012-2013 Actual (Audited)	2013-2014 Actual (Audited)	2014-2015 Adjusted Budget	2014-2015 Year End Estimate	2015-2016 Adopted Budget	2016-2017 Adopted Budget
<b>SALARIES &amp; WAGES:</b>							
3010	SALARIES	-	294,878	361,760	325,000	304,415	310,550
3040	OVERTIME	-	1,508	-	-	-	-
3050	COMPENSATORY TIME	-	2,317	-	-	-	-
3100	SICK LEAVE	-	4,095	-	-	-	-
3110	HOLIDAY	-	15,680	-	-	-	-
3120	VACATION	-	13,614	-	-	-	-
3125	MANAGEMENT LEAVE	-	3,051	-	-	-	-
	<b>TOTAL SALARIES &amp; WAGES</b>	-	<b>335,143</b>	<b>361,760</b>	<b>325,000</b>	<b>304,415</b>	<b>310,550</b>
<b>BENEFITS:</b>							
3510	CAFETERIA PLAN	-	59,937	65,520	65,520	56,760	59,340
3520	DENTAL/VISION INSURANCE	-	106	-	-	-	-
3530	MEDICARE & SOCIAL SECURITY	-	5,438	5,250	5,250	4,415	4,505
3560	PERS-RETIREMENT	-	79,032	83,930	83,930	80,030	85,375
3580	DEFERRED COMPENSATION	-	146	155	155	-	-
3590	LIFE INSURANCE	-	1,095	1,195	1,195	1,005	1,025
3600	AUTO ALLOWANCE	-	1,567	1,335	1,335	1,260	1,260
3650	VACATION BUYBACK	-	5,949	-	-	-	-
3655	SICK LEAVE INCENTIVE	-	3,758	-	-	-	-
3660	ADMINISTRATIVE LEAVE BUYBACK	-	3,332	-	-	-	-
3665	COMPENSATORY TIME BUYBACK	-	-	-	-	-	-
	<b>TOTAL BENEFITS</b>	-	<b>160,361</b>	<b>157,385</b>	<b>157,385</b>	<b>143,470</b>	<b>151,505</b>
<b>OPERATIONS &amp; MATERIALS:</b>							
4010	ELECTRICITY	-	8,039	12,000	11,000	12,000	12,000
4020	GAS	-	-	-	-	-	-
4030	WATER/SEWER	-	14,394	13,000	13,000	14,950	14,950
4040	PEST CONTROL SUPPLIES/MATERIALS	-	-	-	-	-	-
4045	LANDSCAPING SUPPLIES	-	-	550	-	550	550
4050	TRASH	-	-	500	-	-	-
4055	JANITORIAL SUPPLIES	-	458	600	500	600	600
4060	TELEPHONE	-	11,047	9,000	9,000	11,000	11,000
4061	CELL PHONES/SATELLITE PHONES	-	728	1,705	1,250	1,705	1,705
4066	ALARM MONITORING	-	1,140	1,140	1,140	1,140	1,140
4070	BUILDING MAINTENANCE	-	4,361	2,300	1,500	1,400	2,500
4075	PUBLIC FACILITIES IMPROVEMENTS	-	-	-	-	-	-
4080	BUILDING SERVICES DEPARTMENT CHARGE	-	-	-	-	14,950	-
4101	OPERATING TRANSFER OUT-GENERAL FUND	1,897,935	-	-	-	-	-
4127	OPERATING TRANSFER OUT-GRANTS FUND	-	-	-	-	-	-
4180	OPERATING TRANSFER OUT-RDA CAPITAL PROJECTS	-	-	-	-	-	-
4196	CITY ADMINISTRATION	-	20,652	18,500	20,000	-	-
4199	INSURANCE DEPARTMENT CHARGE	-	257,861	386,915	386,915	310,240	321,940
4200	OFFICE SUPPLIES	-	2,097	2,100	2,100	2,400	2,400
4203	EQUIPMENT/FURNITURE	-	2,416	2,000	-	3,800	2,100
4206	MATERIALS	-	47,417	40,000	40,000	40,000	40,000
4210	POSTAGE	-	171	200	100	200	200
4220	FUEL	-	8,658	20,000	10,000	10,000	10,000
4224	OVERHEAD DOOR/GATE MAINTENANCE	-	-	-	-	5,500	5,500
4240	VEHICLE MAINTENANCE	-	10,293	9,500	7,500	8,000	8,000
4245	EQUIPMENT MAINTENANCE	-	4,424	5,000	5,000	2,500	5,000
4248	EQUIPMENT RENTAL/LEASE	-	3,259	3,000	1,000	1,000	1,000
4249	UNIFORMS	-	1,743	2,125	2,125	850	850
4250	SPECIAL DEPARTMENT SUPPLIES	-	-	-	-	-	-
4255	SOFTWARE SUPPORT	-	-	900	900	600	600
4300	ADVERTISING	-	-	200	-	200	200

## Gas Tax

Acct #	Gas Tax-004 Gas Tax-8310	2012-2013 Actual (Audited)	2013-2014 Actual (Audited)	2014-2015 Adjusted Budget	2014-2015 Year End Estimate	2015-2016 Adopted Budget	2016-2017 Adopted Budget
4310	DUES & SUBSCRIPTIONS	-	115	105	-	105	105
4320	TRAVEL & CONFERENCE	-	-	2,530	-	-	-
4330	TRAINING	-	84	2,750	100	125	125
4332	MILEAGE REIMBURSEMENT	-	224	2,400	500	800	800
4336	COMMUNITY EVENTS	-	-	-	-	-	-
	<b>TOTAL OPERATIONS &amp; MATERIALS</b>	<b>1,897,935</b>	<b>399,580</b>	<b>539,020</b>	<b>513,630</b>	<b>444,615</b>	<b>443,265</b>
	<b>CONTRACTUAL SERVICES:</b>						
4520	CONTRACT SERVICES-ATTORNEY	-	-	-	-	-	-
4533	CONTRACT SERVICES-SOFTWARE SUBSCRIPTIONS	-	-	-	-	-	-
4534	CONTRACT SERVICES-GIS	-	-	-	-	-	-
4535	CONTRACT SERVICES-PERSONNEL	-	1,500	-	-	-	-
4548	CONTRACT SERVICES-PLANNING	-	-	-	-	-	-
4550	CONTRACT SERVICES-ENGINEERING	-	82,116	71,435	71,435	-	-
4552	CONTRACT SERVICES-TRAFFIC COUNTS	-	-	1,500	1,500	1,500	1,500
4553	CONTRACT SERVICES-UNDERGROUND SERVICE ALERT	-	1,360	1,500	1,500	1,400	1,400
4570	CONTRACT SERVICES-STREET MAINTENANCE	-	59,588	78,000	65,000	65,000	65,000
4575	CONTRACT SERVICES-STREET SWEEPING	-	-	1,000	1,000	1,000	1,000
4576	CONTRACT SERVICES-EMERGENCY WORK	-	2,428	10,000	10,000	10,000	10,000
4578	CONTRACT SERVICES-STRIPING	-	24,749	30,000	30,000	25,000	25,000
4580	CONTRACT SERVICES-TRAFFIC SIGNAL MAINTENANCE	-	158,566	160,000	160,000	110,000	110,000
4582	CONTRACT SERVICES-STUDIES	-	1,504	24,500	1,500	-	-
4585	CONTRACT SERVICES-LANDSCAPE MAINTENANCE	-	8,301	11,230	11,230	13,420	13,745
4588	CONTRACT SERVICES-HVAC MAINTENANCE	-	2,200	2,200	2,200	3,400	3,400
4589	CONTRACT SERVICES-PEST CONTROL	-	819	700	700	700	700
4591	CONTRACT SERVICES-SIDEWALK REPAIR	-	47,370	100,000	55,000	15,000	15,000
4596	CONTRACT SERVICES-ENVIRON. HEALTH SERVICES	-	-	-	-	-	-
4666	CONTRACT SERVICES-STORM DRAIN MAINTENANCE	-	-	-	-	10,000	10,000
4680	CONTRACT SERVICES-TREE TRIMMING	-	44,544	40,000	40,000	40,000	40,000
	<b>TOTAL CONTRACTUAL SERVICES</b>	<b>-</b>	<b>435,044</b>	<b>532,065</b>	<b>451,065</b>	<b>296,420</b>	<b>296,745</b>
	<b>CAPITAL OUTLAY:</b>						
6030	BUILDING	-	-	-	-	-	-
6040	EQUIPMENT	-	-	-	-	24,000	-
6060	VEHICLES	-	96,635	-	-	-	-
	<b>TOTAL CAPITAL OUTLAY</b>	<b>-</b>	<b>96,635</b>	<b>-</b>	<b>-</b>	<b>24,000</b>	<b>-</b>
	<b>CAPITAL PROJECTS:</b>						
6530	STREET/SIDEWALK CONSTRUCTION	-	-	-	-	22,000	17,000
6533	STREET WIDENING PROJECTS	-	-	-	-	-	-
6545	SIDEWALK REPAIRS	-	-	-	-	2,000	-
6550	TRAFFIC IMPROVEMENTS	-	-	-	-	1,300,000	-
6811	RIGHT-OF-WAY ACQUISITION	-	-	-	-	-	-
	<b>TOTAL CAPITAL PROJECTS</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>1,324,000</b>	<b>17,000</b>
	<b>TOTAL GAS TAX</b>	<b>1,897,935</b>	<b>1,426,764</b>	<b>1,590,230</b>	<b>1,447,080</b>	<b>2,536,920</b>	<b>1,219,065</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 Equivalents:**

There are no personnel directly charged to this fund.

## Article 3

Acct #	Article 3-005 Article 3-8320	2012-2013 Actual (Audited)	2013-2014 Actual (Audited)	2014-2015 Adjusted Budget	2014-2015 Year End Estimate	2015-2016 Adopted Budget	2016-2017 Adopted Budget
<b>CONTRACTUAL SERVICES:</b>							
4550	CONTRACT SERVICES-ENGINEERING	-	93,192	-	50,000	-	-
	<b>TOTAL CONTRACTUAL SERVICES</b>	-	<b>93,192</b>	-	<b>50,000</b>	-	-
<b>CAPITAL PROJECTS:</b>							
6530	STREET/SIDEWALK CONSTRUCTION	-	-	-	-	136,000	-
6545	SIDEWALK REPAIRS	-	-	-	-	521,000	-
6816	TRAILS CONSTRUCTION	-	-	-	-	85,000	5,000
	<b>TOTAL CAPITAL PROJECTS</b>	-	-	-	-	<b>742,000</b>	<b>5,000</b>
<b>TOTAL ARTICLE 3</b>		-	<b>93,192</b>	-	<b>50,000</b>	<b>742,000</b>	<b>5,000</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 Equivalents:

Assistant Community Development Director	0.250	
Senior Code Compliance Officer	0.750	
Administrative Assistant III	0.400	Total FTE 1.400

## Accomplishments:

During Budget Cycle 2013-2015, a number of projects were funded:

1. Street improvements on Eucalyptus Drive, Cypress Avenue and McKinley Street
2. Senior Life Enrichment Programs at the Highland Senior Center
3. Youth Recreation in Health & Family Fitness Programs at the Highland Branch YMCA
4. Scholarships for youth to participate in baseball at Central Little League
5. Highlanders Boxing Club rent subsidy
6. Southwest Highland Neighborhood Revitalization/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. Neighborhood revitalization efforts include low and moderate income housing loans,

economic development efforts to attract new business and retain existing, and the expansion of an affordable senior housing project.

**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	2012-2013 Actual (Audited)	2013-2014 Actual (Audited)	2014-2015 Adjusted Budget	2014-2015 Year End Estimate	2015-2016 Adopted Budget	2016-2017 Adopted Budget
<b>SALARIES &amp; WAGES:</b>							
3010	SALARIES	84,967	71,887	86,325	86,325	99,265	101,280
3050	COMPENSATORY TIME	354	1,520	-	-	-	-
3100	SICK LEAVE	3,125	2,572	-	-	-	-
3110	HOLIDAY	4,182	3,620	-	-	-	-
3120	VACATION	6,305	4,807	-	-	-	-
3125	MANAGEMENT LEAVE	-	134	-	-	-	-
	<b>TOTAL SALARIES &amp; WAGES</b>	<b>98,932</b>	<b>84,539</b>	<b>86,325</b>	<b>86,325</b>	<b>99,265</b>	<b>101,280</b>
<b>BENEFITS:</b>							
3510	CAFETERIA PLAN	-	16,570	17,640	17,640	18,480	19,320
3530	MEDICARE & SOCIAL SECURITY	1,194	1,198	1,255	1,255	1,440	1,470
3540	WORKER'S COMPENSATION	796	1,440	-	-	-	-
3560	PERS-RETIREMENT	19,325	20,076	20,030	20,030	26,085	27,830
3590	LIFE INSURANCE	273	285	285	285	330	335
	<b>TOTAL BENEFITS</b>	<b>21,589</b>	<b>39,568</b>	<b>39,210</b>	<b>39,210</b>	<b>46,335</b>	<b>48,955</b>
<b>OPERATIONS &amp; MATERIALS:</b>							
4348	CDBG PROGRAMS	49,143	48,173	42,745	42,745	54,000	54,000
	<b>TOTAL OPERATIONS &amp; MATERIALS</b>	<b>49,143</b>	<b>48,173</b>	<b>42,745</b>	<b>42,745</b>	<b>54,000</b>	<b>54,000</b>
<b>CONTRACTUAL SERVICES:</b>							
4550	CONTRACT SERVICES-ENGINEERING	-	-	45,000	45,000	-	-
	<b>TOTAL CONTRACTUAL SERVICES</b>	<b>-</b>	<b>-</b>	<b>45,000</b>	<b>45,000</b>	<b>-</b>	<b>-</b>
<b>CAPITAL PROJECTS:</b>							
6530	STREET/SIDEWALK CONSTRUCTION	-	357,800	520,000	520,000	-	-
6550	TRAFFIC IMPROVEMENTS	-	-	-	-	674,000	-
	<b>TOTAL CAPITAL PROJECTS</b>	<b>-</b>	<b>357,800</b>	<b>520,000</b>	<b>520,000</b>	<b>674,000</b>	<b>-</b>
<b>TOTAL HOUSING &amp; COMMUNITY DEVELOPMENT</b>		<b>169,664</b>	<b>530,081</b>	<b>733,280</b>	<b>733,280</b>	<b>873,800</b>	<b>204,235</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 (San Manuel Village)  
Highland/Redlands Regional Trails Connector Project  
5<sup>th</sup> Street (Victoria to Palm)  
Orange Street Bridge (Plunge Creek)

## **Full-Time Equivalents:**

There are no personnel directly charged to this fund.

## Development Impact Fees

Acct #	Development Impact Fees-007 Development Impact Fees-8330	2012-2013 Actual (Audited)	2013-2014 Actual (Audited)	2014-2015 Adjusted Budget	2014-2015 Year End Estimate	2015-2016 Adopted Budget	2016-2017 Adopted Budget
<b>OPERATIONS &amp; MATERIALS:</b>							
4127	OPERATING TRANSFER OUT-GRANTS FUND	-	-	-	-	-	-
4130	OPER TRANSFERS OUT-MAJOR GRANTS FUND	61,685	-	-	-	-	-
4450	RELEASE/USE OF DEPOSIT/FEE	-	-	-	55,000	-	-
	<b>TOTAL OPERATIONS &amp; MATERIALS</b>	<b>61,685</b>	<b>-</b>	<b>-</b>	<b>55,000</b>	<b>-</b>	<b>-</b>
<b>CONTRACTUAL SERVICES:</b>							
4550	CONTRACT SERVICES-ENGINEERING	112,293	18,907	81,000	81,000	-	-
	<b>TOTAL CONTRACTUAL SERVICES</b>	<b>112,293</b>	<b>18,907</b>	<b>81,000</b>	<b>81,000</b>	<b>-</b>	<b>-</b>
<b>CAPITAL OUTLAY:</b>							
6030	BUILDING	-	-	-	-	-	-
	<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	-	173,959	-	225,000	1,000,000	-
6533	STREET WIDENING PROJECTS	-	1,886,430	-	-	-	-
6600	STORM DRAIN PROJECTS	-	-	-	-	-	-
6811	RIGHT-OF-WAY ACQUISITION	13,546	10,522	14,000	-	-	-
6813	BRIDGE CONSTRUCTION	1,146,088	577,459	-	-	74,000	519,000
6816	TRAILS CONSTRUCTION	-	-	-	-	12,000	2,000
	<b>TOTAL CAPITAL PROJECTS</b>	<b>1,159,634</b>	<b>2,648,370</b>	<b>14,000</b>	<b>225,000</b>	<b>1,086,000</b>	<b>521,000</b>
<b>TOTAL DEVELOPMENT IMPACT FEES</b>		<b>1,333,613</b>	<b>2,667,277</b>	<b>95,000</b>	<b>361,000</b>	<b>1,086,000</b>	<b>521,000</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:

Base Line Trail Project

## Full-Time Equivalents:

Intern	0.500*	
Intern	0.500*	Total FTE 1.000

\*Part-time

## Developer Fees

Acct #	Developer Fees-008 Developer Fees-8340	2012-2013 Actual (Audited)	2013-2014 Actual (Audited)	2014-2015 Adjusted Budget	2014-2015 Year End Estimate	2015-2016 Adopted Budget	2016-2017 Adopted Budget
<b>SALARIES &amp; WAGES:</b>							
3010	SALARIES	13,844	13,177	24,400	24,400	24,800	25,200
	<b>TOTAL SALARIES &amp; WAGES</b>	<b>13,844</b>	<b>13,177</b>	<b>24,400</b>	<b>24,400</b>	<b>24,800</b>	<b>25,200</b>
<b>BENEFITS:</b>							
3530	MEDICARE & SOCIAL SECURITY	1,059	1,008	1,870	1,870	1,900	1,930
	<b>TOTAL BENEFITS</b>	<b>1,059</b>	<b>1,008</b>	<b>1,870</b>	<b>1,870</b>	<b>1,900</b>	<b>1,930</b>
<b>OPERATIONS &amp; MATERIALS:</b>							
4203	EQUIPMENT/FURNITURE	-	-	-	-	-	-
4245	EQUIPMENT MAINTENANCE	-	-	-	-	-	-
4450	RELEASE/USE OF DEPOSIT/FEE	-	-	-	-	-	-
	<b>TOTAL OPERATIONS &amp; MATERIALS</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>CONTRACTUAL SERVICES:</b>							
4550	CONTRACT SERVICES-ENGINEERING	39,964	-	28,000	20,000	-	-
	<b>TOTAL CONTRACTUAL SERVICES</b>	<b>39,964</b>	<b>-</b>	<b>28,000</b>	<b>20,000</b>	<b>-</b>	<b>-</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>							
6530	STREET/SIDEWALK CONSTRUCTION	-	-	-	125,000	75,000	-
6550	TRAFFIC IMPROVEMENTS	68,367	-	251,000	15,000	-	-
	<b>TOTAL CAPITAL PROJECTS</b>	<b>68,367</b>	<b>-</b>	<b>251,000</b>	<b>140,000</b>	<b>75,000</b>	<b>-</b>
<b>TOTAL DEVELOPER FEES</b>		<b>123,234</b>	<b>14,185</b>	<b>305,270</b>	<b>186,270</b>	<b>101,700</b>	<b>27,130</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	2012-2013 Actual (Audited)	2013-2014 Actual (Audited)	2014-2015 Adjusted Budget	2014-2015 Year End Estimate	2015-2016 Adopted Budget	2016-2017 Adopted Budget
<b>OPERATIONS &amp; MATERIALS:</b>							
4349	GRANT PROGRAMS	-	-	-			
	<b>TOTAL OPERATIONS &amp; MATERIALS</b>	-	-	-	-	-	-
<b>CONTRACTUAL SERVICES:</b>							
4560	CONTRACT SERVICES-SHERIFF	-	-	-			
	<b>TOTAL CONTRACTUAL SERVICES</b>	-	-	-	-	-	-
<b>TOTAL OFFICE OF TRAFFIC SAFETY</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 Equivalents:

Senior Maintenance Worker	0.250	
Maintenance Worker II	0.250	
Maintenance Worker II	0.100	Total FTE 0.600

## 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:

- Implement strategies to balance Landscape Maintenance District Budget.
- Increase amount of annual assessment for zones that have a deficit.
- Conduct public outreach to gain understanding and support from affected residents and businesses.
- Research and implement landscape and irrigation system modifications to reduce water use where needed.
- Reduce frequency and level of maintenance services.
- Coordinate with Planning Department to maximize use of low-maintenance plants, hardscape, and water efficient irrigation systems in future landscaped areas to be maintained by the City and funded by assessment districts.

## Landscape Maintenance District

Acct #	Landscape Maintenance District-012 Landscape Maintenance District-8500	2012-2013 Actual (Audited)	2013-2014 Actual (Audited)	2014-2015 Adjusted Budget	2014-2015 Year End Estimate	2015-2016 Adopted Budget	2016-2017 Adopted Budget
<b>SALARIES &amp; WAGES:</b>							
3010	SALARIES	-	-	-	-	28,940	29,530
3050	COMPENSATORY TIME	-	-	-	-	-	-
3100	SICK LEAVE	-	-	-	-	-	-
3110	HOLIDAY	-	-	-	-	-	-
3120	VACATION	-	-	-	-	-	-
	<b>TOTAL SALARIES &amp; WAGES</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>28,940</b>	<b>29,530</b>
<b>BENEFITS:</b>							
3510	CAFETERIA PLAN	-	-	-	-	7,920	8,280
3530	MEDICARE & SOCIAL SECURITY	-	-	-	-	420	430
3560	PERS-RETIREMENT	-	-	-	-	8,800	9,450
3590	LIFE INSURANCE	-	-	-	-	100	100
	<b>TOTAL BENEFITS</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>17,240</b>	<b>18,260</b>
<b>OPERATIONS &amp; MATERIALS:</b>							
4010	ELECTRICITY	11,732	12,269	13,000	13,000	15,000	16,500
4030	WATER/SEWER	91,375	82,607	85,600	140,000	140,000	161,000
4040	PEST CONTROL SUPPLIES/MATERIALS	1,840	-	-	-	-	-
4198	CITY ADMINISTRATION	6,301	8,432	16,000	16,000	16,000	16,000
4206	MATERIALS	10,484	12,320	15,000	15,000	15,000	15,000
4210	POSTAGE	-	-	-	-	-	-
4300	ADVERTISING	-	-	-	-	-	-
4450	RELEASE/USE OF DEPOSIT/FEE	-	-	-	-	-	-
	<b>TOTAL OPERATIONS &amp; MATERIALS</b>	<b>121,732</b>	<b>115,627</b>	<b>129,600</b>	<b>184,000</b>	<b>186,000</b>	<b>208,500</b>
<b>CONTRACTUAL SERVICES:</b>							
4550	CONTRACT SERVICES-ENGINEERING	2,200	1,120	3,500	3,500	16,000	5,000
4585	CONTRACT SERVICES-LANDSCAPE MAINTENANCE	115,552	158,253	114,480	190,000	199,560	208,490
4589	CONTRACT SERVICES-PEST CONTROL	-	1,418	500	1,000	1,400	1,400
	<b>TOTAL CONTRACTUAL SERVICES</b>	<b>117,752</b>	<b>160,791</b>	<b>118,480</b>	<b>194,500</b>	<b>216,960</b>	<b>214,890</b>
<b>TOTAL LANDSCAPE MAINTENANCE DISTRICT</b>		<b>239,485</b>	<b>276,419</b>	<b>248,080</b>	<b>378,500</b>	<b>449,140</b>	<b>471,180</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 50 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; 390 - 200 watt lights; 103 - 150 watt lights; 1160 - 100 watt lights; and 1748 - 70 watt lights for a total of 3540 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 Equivalents:**

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 including but not limited to the following:

- Review pros and cons to purchase the existing street light system from Southern California Edison.
- Evaluate various options to reduce expenditures and/or increase revenues.
- Establish new development standards requiring new developments to install energy efficient street lights, possibly to be owned and maintained by the City instead of by Edison.

## Street Light District

Acct #	Street Light District-013 Street Light District-8510	2012-2013 Actual (Audited)	2013-2014 Actual (Audited)	2014-2015 Adjusted Budget	2014-2015 Year End Estimate	2015-2016 Adopted Budget	2016-2017 Adopted Budget
<b>OPERATIONS &amp; MATERIALS:</b>							
4011	ELECTRICITY-STREET LIGHTING	512,435	515,916	563,000	525,000	563,000	563,000
4198	CITY ADMINISTRATION	378	392	2,000	-	2,000	2,000
4210	POSTAGE	-	19	-	-	-	-
4300	ADVERTISING	-	-	-	-	-	-
4310	DUES & SUBSCRIPTIONS	-	-	-	-	-	-
	<b>TOTAL OPERATIONS &amp; MATERIALS</b>	<b>512,814</b>	<b>516,327</b>	<b>565,000</b>	<b>525,000</b>	<b>565,000</b>	<b>565,000</b>
<b>CONTRACTUAL SERVICES:</b>							
4550	CONTRACT SERVICES-ENGINEERING	4,875	8,080	6,800	3,500	26,000	26,000
4664	CONTRACT SERVICES-STREET LIGHT MAINTENANCE	-	-	-	-	12,000	12,000
	<b>TOTAL CONTRACTUAL SERVICES</b>	<b>4,875</b>	<b>8,080</b>	<b>6,800</b>	<b>3,500</b>	<b>38,000</b>	<b>38,000</b>
<b>TOTAL STREET LIGHT DISTRICT</b>		<b>517,689</b>	<b>524,407</b>	<b>571,800</b>	<b>528,500</b>	<b>603,000</b>	<b>603,000</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 Equivalents:**

There are no personnel directly charged to this fund.

## Community Trails District

Acct #	Community Trails District-015 Community Trails District-8530	2012-2013 Actual (Audited)	2013-2014 Actual (Audited)	2014-2015 Adjusted Budget	2014-2015 Year End Estimate	2015-2016 Adopted Budget	2016-2017 Adopted Budget
<b>OPERATIONS &amp; MATERIALS:</b>							
4198	CITY ADMINISTRATION	3,337	5,003	6,300	5,500	8,000	8,000
4206	MATERIALS	2,335	2,908	3,000	4,500	8,500	8,500
4300	ADVERTISING	-	-	-	-	-	-
	<b>TOTAL OPERATIONS &amp; MATERIALS</b>	<b>5,673</b>	<b>7,911</b>	<b>9,300</b>	<b>10,000</b>	<b>16,500</b>	<b>16,500</b>
<b>CONTRACTUAL SERVICES:</b>							
4550	CONTRACT SERVICES-ENGINEERING	-	500	550	550	1,000	1,000
4585	CONTRACT SERVICES-LANDSCAPE MAINTENANCE	4,250	11,462	10,000	7,500	-	-
	<b>TOTAL CONTRACTUAL SERVICES</b>	<b>4,250</b>	<b>11,962</b>	<b>10,550</b>	<b>8,050</b>	<b>1,000</b>	<b>1,000</b>
	<b>TOTAL COMMUNITY TRAILS DISTRICT</b>	<b>9,923</b>	<b>19,873</b>	<b>19,850</b>	<b>18,050</b>	<b>17,500</b>	<b>17,500</b>

# PARKS MAINTENANCE DISTRICT

## Introduction:

The Parks Maintenance District provides a source of funding for the maintenance, repair, and operation of four parks:

1. 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.
2. 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.
3. 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.
4. Seeley 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:

Senior Maintenance Worker	0.250	
Maintenance Worker II	0.250	
Maintenance Worker II	0.100	Total FTE 0.600

# Parks Maintenance District

Acct #	Parks Maintenance District-016 Parks Maintenance District-8540	2012-2013 Actual (Audited)	2013-2014 Actual (Audited)	2014-2015 Adjusted Budget	2014-2015 Year End Estimate	2015-2016 Adopted Budget	2016-2017 Adopted Budget
<b>SALARIES &amp; WAGES:</b>							
3010	SALARIES	-	-	-	-	28,940	29,530
3050	COMPENSATORY TIME	-	-	-	-	-	-
3100	SICK LEAVE	-	-	-	-	-	-
3110	HOLIDAY	-	-	-	-	-	-
3120	VACATION	-	-	-	-	-	-
	<b>TOTAL SALARIES &amp; WAGES</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>28,940</b>	<b>29,530</b>
<b>BENEFITS:</b>							
3510	CAFETERIA PLAN	-	-	-	-	7,920	8,280
3530	MEDICARE & SOCIAL SECURITY	-	-	-	-	420	430
3560	PERS-RETIREMENT	-	-	-	-	8,800	9,450
3590	LIFE INSURANCE	-	-	-	-	100	100
	<b>TOTAL BENEFITS</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>17,240</b>	<b>18,260</b>
<b>OPERATIONS &amp; MATERIALS:</b>							
4010	ELECTRICITY	2,295	2,015	2,600	2,250	2,500	2,600
4030	WATER/SEWER	25,597	26,593	29,000	28,000	28,000	29,000
4040	PEST CONTROL MATERIALS/SUPPLIES	1,940	-	-	-	-	-
4198	CITY ADMINISTRATION	9,010	9,636	14,000	10,000	-	-
4203	EQUIPMENT/FURNITURE	-	-	-	-	500	500
4206	MATERIALS	4,193	6,572	4,000	4,000	4,000	4,000
4245	EQUIPMENT MAINTENANCE	240	348	250	250	1,450	250
4300	ADVERTISING	-	-	-	-	-	-
	<b>TOTAL OPERATIONS &amp; MATERIALS</b>	<b>43,275</b>	<b>45,164</b>	<b>49,850</b>	<b>44,500</b>	<b>36,450</b>	<b>36,350</b>
<b>CONTRACTUAL SERVICES:</b>							
4550	CONTRACT SERVICES-ENGINEERING	-	400	450	450	1,000	1,000
4585	CONTRACT SERVICES-LANDSCAPE MAINTENANCE	40,673	32,632	43,200	43,200	41,500	43,200
4589	CONTRACT SERVICES-PEST CONTROL	-	990	1,800	1,800	1,800	1,800
4680	CONTRACT SERVICES-TREE TRIMMING	144	1,703	1,920	1,920	4,370	4,370
	<b>TOTAL CONTRACTUAL SERVICES</b>	<b>40,817</b>	<b>35,725</b>	<b>47,370</b>	<b>47,370</b>	<b>48,670</b>	<b>50,370</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 PARKS MAINTENANCE DISTRICT</b>		<b>84,092</b>	<b>80,889</b>	<b>97,220</b>	<b>91,870</b>	<b>131,300</b>	<b>134,510</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 Equivalents:**

There are no personnel directly charged to this fund.

## Measure I

Acct #	Measure I-017 Measure I-8350	2012-2013 Actual (Audited)	2013-2014 Actual (Audited)	2014-2015 Adjusted Budget	2014-2015 Year End Estimate	2015-2016 Adopted Budget	2016-2017 Adopted Budget
<b>CONTRACTUAL SERVICES:</b>							
4550	CONTRACT SERVICES-ENGINEERING	413,539	257,994	281,000	250,000	-	-
	<b>TOTAL CONTRACTUAL SERVICES</b>	<b>413,539</b>	<b>257,994</b>	<b>281,000</b>	<b>250,000</b>	-	-
<b>CAPITAL PROJECTS:</b>							
6530	STREET/SIDEWALK CONSTRUCTION	445,407	576,164	1,694,000	1,694,000	2,051,000	-
6533	STREET WIDENING PROJECTS	-	-	-	-	-	-
6550	TRAFFIC IMPROVEMENTS	721,595	-	-	-	190,000	50,000
6811	RIGHT-OF-WAY ACQUISITION	-	-	-	-	-	-
6813	BRIDGE CONSTRUCTION	(8,405)	-	-	-	636,000	913,000
	<b>TOTAL CAPITAL PROJECTS</b>	<b>1,158,596</b>	<b>576,164</b>	<b>1,694,000</b>	<b>1,694,000</b>	<b>2,877,000</b>	<b>963,000</b>
<b>TOTAL MEASURE I</b>		<b>1,572,136</b>	<b>834,158</b>	<b>1,975,000</b>	<b>1,944,000</b>	<b>2,877,000</b>	<b>963,000</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	2012-2013 Actual (Audited)	2013-2014 Actual (Audited)	2014-2015 Adjusted Budget	2014-2015 Year End Estimate	2015-2016 Adopted Budget	2016-2017 Adopted Budget
<b>OPERATIONS &amp; MATERIALS:</b>							
4198	CITY ADMINISTRATION	3,238	-	-	-	-	-
4206	MATERIALS	-	-	-	-	-	-
4248	EQUIPMENT RENTAL/LEASE	-	-	-	-	-	-
	<b>TOTAL OPERATIONS &amp; MATERIALS</b>	<b>3,238</b>	-	-	-	-	-
<b>CONTRACTUAL SERVICES:</b>							
4550	CONTRACT SERVICES-ENGINEERING	-	-	-	-	-	-
4576	CONTRACT SERVICES-EMERGENCY WORK	-	-	-	-	-	-
4577	CONTRACT SERVICES-EMERGENCY (NON CONTRACT)	-	-	-	-	-	-
	<b>TOTAL CONTRACTUAL SERVICES</b>	-	-	-	-	-	-
<b>CAPITAL PROJECTS:</b>							
6850	NEIGHBORHOOD ASST. PROJECTS	32,375	-	-	-	-	-
	<b>TOTAL CAPITAL PROJECTS</b>	<b>32,375</b>	-	-	-	-	-
<b>TOTAL FEMA</b>		<b>35,613</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:

Community Volunteer Services Coordinator\*      0.1875 Total FTE 0.1875  
\*Part-time

## Air Quality Management District

Acct #	Air Quality Management District-020 AQMD (AB 2766)-8440	2012-2013 Actual (Audited)	2013-2014 Actual (Audited)	2014-2015 Adjusted Budget	2014-2015 Year End Estimate	2015-2016 Adopted Budget	2016-2017 Adopted Budget
<b>SALARIES &amp; WAGES:</b>							
3010	SALARIES	-	-	-	-	9,090	9,270
3050	COMPENSATORY TIME	-	-	-	-	-	-
3100	SICK LEAVE	-	-	-	-	-	-
3110	HOLIDAY	-	-	-	-	-	-
3120	VACATION	-	-	-	-	-	-
	<b>TOTAL SALARIES &amp; WAGES</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>9,090</b>	<b>9,270</b>
<b>BENEFITS:</b>							
3510	CAFETERIA PLAN	-	-	-	-	2,970	3,105
3530	MEDICARE & SOCIAL SECURITY	-	-	-	-	135	135
3560	PERS-RETIREMENT	-	-	-	-	2,295	2,440
	<b>TOTAL BENEFITS</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>5,400</b>	<b>5,680</b>
<b>CONTRACTUAL SERVICES:</b>							
4550	CONTRACT SERVICES-ENGINEERING	21,835	35,174	62,000	40,000	45,000	45,000
	<b>TOTAL CONTRACTUAL SERVICES</b>	<b>21,835</b>	<b>35,174</b>	<b>62,000</b>	<b>40,000</b>	<b>45,000</b>	<b>45,000</b>
<b>CAPITAL OUTLAY:</b>							
6040	EQUIPMENT	-	-	-	-	-	-
6060	VEHICLES	-	24,321	-	-	-	-
	<b>TOTAL CAPITAL OUTLAY</b>	<b>-</b>	<b>24,321</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>CAPITAL PROJECTS:</b>							
6550	TRAFFIC IMPROVEMENTS	-	-	155,000	-	500,000	-
	<b>TOTAL CAPITAL PROJECTS</b>	<b>-</b>	<b>-</b>	<b>155,000</b>	<b>-</b>	<b>500,000</b>	<b>-</b>
<b>TOTAL AQMD (AB 2766)</b>		<b>21,835</b>	<b>59,494</b>	<b>217,000</b>	<b>40,000</b>	<b>559,490</b>	<b>59,950</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 a 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 Equivalents:**

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	2012-2013 Actual (Audited)	2013-2014 Actual (Audited)	2014-2015 Adjusted Budget	2014-2015 Year End Estimate	2015-2016 Adopted Budget	2016-2017 Adopted Budget
<b>CONTRACTUAL SERVICES:</b>							
4560	CONTRACT SERVICES-SHERIFF	100,021	100,026	100,500	100,500	100,500	100,500
	<b>TOTAL CONTRACTUAL SERVICES</b>	<b>100,021</b>	<b>100,026</b>	<b>100,500</b>	<b>100,500</b>	<b>100,500</b>	<b>100,500</b>
	<b>TOTAL COPS (AB 3229)</b>	<b>100,021</b>	<b>100,026</b>	<b>100,500</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 Equivalents:**

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	2012-2013 Actual (Audited)	2013-2014 Actual (Audited)	2014-2015 Adjusted Budget	2014-2015 Year End Estimate	2015-2016 Adopted Budget	2016-2017 Adopted Budget
<b>OPERATIONS &amp; MATERIALS:</b>							
4198	CITY ADMINISTRATION	-	-	1,000	-	1,000	1,000
4206	MATERIALS	182	-	1,000	-	1,000	1,000
4300	ADVERTISING	-	-	-	-	-	-
	<b>TOTAL OPERATIONS &amp; MATERIALS</b>	<b>182</b>	<b>-</b>	<b>2,000</b>	<b>-</b>	<b>2,000</b>	<b>2,000</b>
<b>CONTRACTUAL SERVICES:</b>							
4550	CONTRACT SERVICES-ENGINEERING	225	-	2,500	2,500	2,200	2,500
4570	CONTRACT SERVICES-STREET MAINTENANCE	15,116	-	15,000	5,000	15,000	15,000
4666	CONTRACT SERVICES-STORM DRAIN MAINTENANCE	-	-	-	-	1,200	1,200
	<b>TOTAL CONTRACTUAL SERVICES</b>	<b>15,341</b>	<b>-</b>	<b>17,500</b>	<b>7,500</b>	<b>18,400</b>	<b>18,700</b>
<b>TOTAL STREET/STORM DRAIN MAINT. DISTRICT</b>		<b>15,524</b>	<b>-</b>	<b>19,500</b>	<b>7,500</b>	<b>20,400</b>	<b>20,700</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/or 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	2012-2013 Actual (Audited)	2013-2014 Actual (Audited)	2014-2015 Adjusted Budget	2014-2015 Year End Estimate	2015-2016 Adopted Budget	2016-2017 Adopted Budget
<b>OPERATIONS &amp; MATERIALS:</b>							
4203	EQUIPMENT/FURNITURE	6,677	-	9,000	-	9,000	9,000
	<b>TOTAL OPERATIONS &amp; MATERIALS</b>	<b>6,677</b>	<b>-</b>	<b>9,000</b>	<b>-</b>	<b>9,000</b>	<b>9,000</b>
<b>CONTRACTUAL SERVICES:</b>							
4560	CONTRACT SERVICES-SHERIFF	21,496	6,754	9,000	18,000	9,000	<b>9,000</b>
	<b>TOTAL CONTRACTUAL SERVICES</b>	<b>21,496</b>	<b>6,754</b>	<b>9,000</b>	<b>18,000</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>28,173</b>	<b>6,754</b>	<b>18,000</b>	<b>18,000</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, Municipal Water District (MWD), Omni-Trans, Orange County & 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 Equivalents:**

There are no personnel directly charged to this fund.

## Miscellaneous Grants

Acct #	Grants Fund-027 Miscellaneous Grants-8490	2012-2013 Actual (Audited)	2013-2014 Actual (Audited)	2014-2015 Adjusted Budget	2014-2015 Year End Estimate	2015-2016 Adopted Budget	2016-2017 Adopted Budget
<b>OPERATIONS &amp; MATERIALS:</b>							
4107	OPERATING TRANSFER OUT-DIF	-	-	-	-	-	-
4320	TRAVEL & CONFERENCE	-	-	-	-	-	-
	<b>TOTAL OPERATIONS &amp; MATERIALS</b>	-	-	-	-	-	-
<b>CONTRACTUAL SERVICES:</b>							
4520	CONTRACT SERVICES-ATTORNEY	-	-	-	-	-	-
4550	CONTRACT SERVICES-ENGINEERING	64,484	548,611	1,010,000	1,010,000	-	-
4554	CONTRACT SERVICES-CONSULTANT	10,736	84,231	-	-	-	-
	<b>TOTAL CONTRACTUAL SERVICES</b>	<b>75,220</b>	<b>632,842</b>	<b>1,010,000</b>	<b>1,010,000</b>	-	-
<b>CAPITAL OUTLAY:</b>							
6040	EQUIPMENT	128,544	-	-	-	-	-
	<b>TOTAL CAPITAL OUTLAY</b>	<b>128,544</b>	-	-	-	-	-
<b>CAPITAL PROJECTS:</b>							
6530	STREET/SIDEWALK CONSTRUCTION	-	173,959	413,000	413,000	2,818,000	332,000
6533	STREET WIDENING PROJECTS	-	1,886,000	-	-	-	-
6545	SIDEWALK REPAIRS	-	-	414,000	414,000	40,000	-
6550	TRAFFIC IMPROVEMENTS	447,541	-	-	-	1,806,000	-
6600	STORM DRAIN PROJECTS	-	1,026,758	-	-	729,000	-
6811	RIGHT-OF-WAY ACQUISITION	130,769	-	127,000	127,000	-	-
6813	BRIDGE CONSTRUCTION	-	562,084	-	-	-	-
6816	TRAILS CONSTRUCTION	-	-	-	-	-	37,000
	<b>TOTAL CAPITAL PROJECTS</b>	<b>578,310</b>	<b>3,648,801</b>	<b>954,000</b>	<b>954,000</b>	<b>5,393,000</b>	<b>369,000</b>
<b>TOTAL MISCELLANEOUS GRANTS</b>		<b>782,075</b>	<b>4,281,643</b>	<b>1,964,000</b>	<b>1,964,000</b>	<b>5,393,000</b>	<b>369,000</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 2015-2016 & FY 2016-2017.

## **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	2012-2013 Actual (Audited)	2013-2014 Actual (Audited)	2014-2015 Adjusted Budget	2014-2015 Year End Estimate	2015-2016 Adopted Budget	2016-2017 Adopted Budget
<b>OPERATIONS &amp; MATERIALS:</b>							
4010	ELECTRICITY	9,104	8,977	13,800	13,800	13,995	13,995
4020	GAS	1,252	2,195	1,500	1,500	1,330	1,330
4030	WATER/SEWER	5,395	6,211	6,000	6,000	6,535	6,535
4040	PEST CONTROL SUPPLIES/MATERIALS	360	-	-	-	25	25
4045	LANDSCAPING SUPPLIES	-	122	100	100	150	150
4055	JANITORIAL SUPPLIES	1,606	1,745	2,000	2,000	1,800	1,800
4060	TELEPHONE	1,684	1,682	2,185	2,185	2,325	2,325
4061	CELL PHONES/SATELLITE PHONES	-	136	275	275	970	970
4062	AIR CARDS	-	351	-	-	-	-
4065	INTERNET/CABLE/SATELLITE	-	-	-	-	-	-
4066	ALARM MONITORING	-	300	300	300	600	600
4070	BUILDING MAINTENANCE	5,777	5,092	3,500	3,500	12,525	1,500
4101	OPERATING TRANSFER OUT-GENERAL FUND	10,000	10,000	10,000	10,000	-	-
4198	CITY ADMINISTRATION	-	-	250	250	1,100	1,100
4200	OFFICE SUPPLIES	1,670	1,768	1,950	1,950	1,900	1,900
4203	EQUIPMENT/FURNITURE	-	-	-	-	2,250	-
4206	MATERIALS	-	21	50	50	50	50
4207	PARAMEDIC SUPPLIES	19,252	18,009	9,400	9,400	15,000	16,000
4209	RADIO ACCESS	-	-	-	-	5,000	5,000
4210	POSTAGE	-	151	25	25	55	55
4220	FUEL	19,912	21,461	19,000	19,000	21,475	21,475
4222	GENERATOR MAINTENANCE/PERMITS/INSPECTION	-	685	2,140	2,140	685	685
4223	ICEMA PERMITS & INSPECTION	-	-	-	-	3,200	3,200
4224	OVERHEAD DOOR/GATE MAINTENANCE	-	-	-	-	6,850	6,125
4240	VEHICLE MAINTENANCE	39,408	44,641	35,000	35,000	35,000	35,000
4245	EQUIPMENT MAINTENANCE	10,638	9,697	8,550	8,550	600	600
4250	SPECIAL DEPARTMENT SUPPLIES	-	-	100	100	50	50
4310	DUES & SUBSCRIPTIONS	-	-	-	-	-	-
4330	TRAINING	-	-	50	50	-	-
4360	INSURANCE PREMIUMS	10,000	10,000	10,000	10,000	10,000	10,000
	<b>TOTAL OPERATIONS &amp; MATERIALS</b>	<b>136,059</b>	<b>143,247</b>	<b>126,175</b>	<b>126,175</b>	<b>143,470</b>	<b>130,470</b>
<b>CONTRACTUAL SERVICES:</b>							
4567	CONTRACT SERVICES-PARAMEDIC DEPARTMENT	850,784	866,702	1,327,220	1,327,220	1,455,060	1,505,990
4574	CONTRACT SERVICES-MEDICAL DIRECTOR	-	-	5,000	5,000	5,000	5,000
4588	CONTRACT SERVICES-HVAC MAINTENANCE	-	1,428	1,350	1,350	1,850	1,850
4589	CONTRACT SERVICES-PEST CONTROL	-	448	350	350	800	800
4680	CONTRACT SERVICES-TREE TRIMMING	-	822	750	750	900	900
	<b>TOTAL CONTRACTUAL SERVICES</b>	<b>850,784</b>	<b>869,399</b>	<b>1,334,670</b>	<b>1,334,670</b>	<b>1,463,610</b>	<b>1,514,540</b>
<b>CAPITAL OUTLAY:</b>							
6040	EQUIPMENT	25,113	-	-	-	-	-
	<b>TOTAL CAPITAL OUTLAY</b>	<b>25,113</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>TOTAL PARAMEDIC DEPARTMENT</b>		<b>1,011,956</b>	<b>1,012,646</b>	<b>1,460,845</b>	<b>1,460,845</b>	<b>1,607,080</b>	<b>1,645,010</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.
4. Purchase a new fire engine.

# Fire Department

Acct #	FIRE DEPARTMENT-029 FIRE DEPARTMENT-2100	2012-2013 Actual (Audited)	2013-2014 Actual (Audited)	2014-2015 Adjusted Budget	2014-2015 Year End Estimate	2015-2016 Adopted Budget	2016-2017 Adopted Budget
<b>OPERATIONS &amp; MATERIALS:</b>							
4010	ELECTRICITY	9,104	8,977	13,800	13,800	13,995	13,995
4020	GAS	1,252	2,196	1,500	1,500	1,330	1,330
4030	WATER/SEWER	5,204	6,211	6,000	6,000	6,535	6,535
4040	PEST CONTROL SUPPLIES/MATERIALS	360	-	-	-	25	25
4045	LANDSCAPING SUPPLIES	-	122	100	100	150	150
4055	JANITORIAL SUPPLIES	1,606	1,745	2,000	2,000	1,800	1,800
4060	TELEPHONE	1,684	1,682	2,185	2,185	2,325	2,325
4061	CELL PHONES/SATELLITE PHONES	-	136	275	275	970	970
4065	INTERNET/CABLE/SATELLITE	-	-	-	-	-	-
4066	ALARM MONITORING	-	300	300	300	600	600
4070	BUILDING MAINTENANCE	5,817	5,092	3,500	3,500	12,525	1,500
4101	OPERATING TRANSFER OUT-GENERAL FUND	10,000	10,000	10,000	10,000	-	-
4128	OPERATING TRANSFER OUT-PARAMEDIC DEPT.	655,330	655,139	1,109,845	1,109,845	1,257,080	1,295,010
4198	CITY ADMINISTRATION	2,027	2,215	250	250	1,100	1,100
4200	OFFICE SUPPLIES	1,670	2,925	1,950	1,950	1,900	1,900
4203	EQUIPMENT/FURNITURE	-	215	-	-	5,250	3,000
4204	PERSONAL PROTECTIVE EQUIPMENT	9,993	9,891	10,000	10,000	10,000	10,000
4206	MATERIALS	-	21	50	50	50	50
4209	RADIO ACCESS	-	-	-	-	5,000	5,000
4210	POSTAGE	61	171	100	100	125	125
4220	FUEL	19,912	21,462	19,000	19,000	21,475	21,475
4222	GENERATOR MAINTENANCE/PERMITS/INSPECTION	-	685	2,140	2,140	685	685
4224	OVERHEAD DOOR/GATE MAINTENANCE	-	-	-	-	6,850	6,125
4235	PHYSICALS/TESTING	-	-	7,500	7,500	5,000	5,000
4236	LIVESCAN SERVICE FEE	-	-	750	750	500	500
4240	VEHICLE MAINTENANCE	39,408	-	35,000	35,000	35,000	35,000
4245	EQUIPMENT MAINTENANCE	10,638	44,641	8,550	8,550	8,400	8,400
4249	UNIFORMS	-	9,706	150	150	150	150
4250	SPECIAL DEPARTMENT SUPPLIES	11	100	100	100	50	50
4330	TRAINING	-	-	50	50	-	-
4351	EMERGENCY INCIDENTS	-	-	500	500	500	500
4360	INSURANCE PREMIUMS	25,000	25,000	25,000	25,000	10,000	10,000
	<b>TOTAL OPERATIONS &amp; MATERIALS</b>	<b>799,077</b>	<b>808,631</b>	<b>1,260,595</b>	<b>1,260,595</b>	<b>1,409,370</b>	<b>1,433,300</b>
<b>CONTRACTUAL SERVICES:</b>							
4540	CONTRACT SERVICES-BUILDING INSPECTIONS	74,135	59,875	45,000	45,000	60,000	60,000
4545	CONTRACT SERVICES-WEED ABATEMENT	34,210	68,420	34,210	34,210	34,210	34,210
4569	CONTRACT SERVICES-FIRE DEPARTMENT	1,625,848	2,092,701	2,225,430	2,225,430	2,513,715	2,604,250
4572	CONTRACT SERVICES-VOLUNTEER FIREFIGHTERS	-	-	5,000	5,000	3,000	3,000
4573	CONTRACT SERVICES-FIRE EXPLORERS	-	-	1,000	1,000	500	500
4576	CONTRACT SERVICES-EMERGENCY WORK	-	-	500	500	500	500
4588	CONTRACT SERVICES-HVAC MAINTENANCE	-	1,428	1,350	1,350	1,850	1,850
4589	CONTRACT SERVICES-PEST CONTROL	-	448	350	350	800	800
4680	CONTRACT SERVICES-TREE TRIMMING	-	822	750	750	900	900
	<b>TOTAL CONTRACTUAL SERVICES</b>	<b>1,734,193</b>	<b>2,223,693</b>	<b>2,313,590</b>	<b>2,313,590</b>	<b>2,615,475</b>	<b>2,706,010</b>
<b>CAPITAL OUTLAY:</b>							
6010	LAND	-	2,303	-	-	-	-
6030	BUILDING	-	46,623	-	-	-	-
6040	EQUIPMENT	-	-	-	-	50,000	-
6060	VEHICLES	506	-	-	-	500,000	-
	<b>TOTAL CAPITAL OUTLAY</b>	<b>506</b>	<b>48,926</b>	<b>-</b>	<b>-</b>	<b>550,000</b>	<b>-</b>
<b>TOTAL FIRE DEPARTMENT</b>		<b>2,533,776</b>	<b>3,081,249</b>	<b>3,574,185</b>	<b>3,574,185</b>	<b>4,574,845</b>	<b>4,139,310</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;  
Economic Development Agency (EDA) for 3<sup>rd</sup> Street (Victoria to Palm);  
Federal Highway Administration (FHWA) for Highland Avenue improvements;  
Federal Active Transportation Program (ATP) for the Highland/Redlands Regional connector Program;  
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 & Orange Street Bridge.

## **Full-Time Equivalents:**

There are no personnel directly charged to this fund.

## Major Grants

Acct #	Major Grants Fund-030 Major Grants-8495	2012-2013 Actual (Audited)	2013-2014 Actual (Audited)	2014-2015 Adjusted Budget	2014-2015 Year End Estimate	2015-2016 Adopted Budget	2016-2017 Adopted Budget
<b>OPERATIONS &amp; MATERIALS:</b>							
4104	OPERATING TRANSFER OUT-GAS TAX	125,192	-	-	-	-	-
4107	OPERATING TRANSFER OUT-DIF	46,816	-	-	-	-	-
4127	OPERATING TRANSFER OUT-GRANTS FUND	13,177	-	-	-	-	-
4203	EQUIPMENT/FURNITURE	-	6,872	-	-	-	-
	<b>TOTAL OPERATIONS &amp; MATERIALS</b>	<b>185,185</b>	<b>6,872</b>	-	-	-	-
<b>CONTRACTUAL SERVICES:</b>							
4550	CONTRACT SERVICES-ENGINEERING	998,352	174,415	-	-	-	-
	<b>TOTAL CONTRACTUAL SERVICES</b>	<b>998,352</b>	<b>174,415</b>	-	-	-	-
<b>CAPITAL OUTLAY:</b>							
6030	BUILDING	-	-	-	-	-	-
6040	EQUIPMENT	73,253	13,926	-	-	-	-
	<b>TOTAL CAPITAL OUTLAY</b>	<b>73,253</b>	<b>13,926</b>	-	-	-	-
<b>CAPITAL PROJECTS:</b>							
6530	STREET/SIDEWALK CONSTRUCTION	449,769	397,540	-	-	2,567,000	3,226,000
6550	TRAFFIC IMPROVEMENTS	-	-	-	-	-	-
6600	STORM DRAIN PROJECTS	-	-	-	-	-	-
6811	RIGHT-OF-WAY ACQUISITION	-	-	444,000	-	-	-
6813	BRIDGE CONSTRUCTION	3,567,341	6,097,684	-	444,000	1,282,000	4,120,000
6816	TRAILS CONSTRUCTION	-	-	-	-	423,000	25,000
6850	NEIGHBORHOOD ASST. PROJECTS	129,502	-	-	-	-	-
	<b>TOTAL CAPITAL PROJECTS</b>	<b>4,146,612</b>	<b>6,495,223</b>	<b>444,000</b>	<b>444,000</b>	<b>4,272,000</b>	<b>7,371,000</b>
<b>TOTAL MAJOR GRANTS</b>		<b>5,403,402</b>	<b>6,690,437</b>	<b>444,000</b>	<b>444,000</b>	<b>4,272,000</b>	<b>7,371,000</b>

# HOUSING AUTHORITY

## **Introduction:**

The Highland Housing Authority was created on January 17, 2011 following dissolution of the Highland Redevelopment Agency by the State of California. The Successor Agency to the Redevelopment Agency (SARDA) transferred a number of RDA assets to the Housing Authority. The Authority assumed all rights and responsibilities as the housing successor. The transfer included not only properties, but also revenues and existing agreements.

## **Full-Time Equivalents:**

City Manager	0.050	
Director of Administrative Services	0.050	
Community Development Director	0.100	
Assistant Community Development Director	0.250	Total FTE 0.450

## **Accomplishments:**

During the 2013-2015, the Housing Authority:

- Administered the remaining housing rehabilitation grants still active from the RDA.
- Continued monitoring affordable housing programs with covenants such as the First Time Homebuyer Program, Habitat for Humanity, Gardner Development Tract 16404, Neighborhood Pride Program and World Changers.
- Made available home rehabilitation grants to properties suffering flood damage related to a storm on August 3, 2014.
- Acquired property adjacent to the City's senior housing apartment project, Jeffrey Court. Investigated the feasibility of expanding Jeffrey Court to include an additional 80-100 units.

## **Goals & Objectives:**

- Demolition of an Agency-owned single family residence adjacent to Jeffrey Court.
- Prepare an Implementation Plan for the Authority.
- Continue to investigate the feasibility of expanding Jeffrey Court.
- Dispose of Authority-owned property to create new affordable housing.

# Housing Authority

Acct #	Housing Authority-070 Housing Authority-7000	2012-2013 Actual (Audited)	2013-2014 Actual (Audited)	2014-2015 Adjusted Budget	2014-2015 Year End Estimate	2015-2016 Adopted Budget	2016-2017 Adopted Budget
<b>SALARIES &amp; WAGES:</b>							
3010	SALARIES	-	7,526	17,270	8,070	59,605	60,805
3050	COMPENSATORY TIME	-	196	-	-	-	-
3110	HOLIDAY	-	458	-	-	-	-
3120	VACATION	-	288	-	-	-	-
3125	MANAGEMENT LEAVE	-	53	-	-	-	-
	<b>TOTAL SALARIES &amp; WAGES</b>	-	<b>8,521</b>	<b>17,270</b>	<b>8,070</b>	<b>59,605</b>	<b>60,805</b>
<b>BENEFITS:</b>							
3510	CAFETERIA PLAN	-	1,179	1,260	1,260	5,940	6,210
3530	MEDICARE & SOCIAL SECURITY	-	150	920	920	865	885
3560	PERS-RETIREMENT	-	2,053	1,875	1,875	13,230	13,995
3580	DEFERRED COMPENSATION	-	-	-	-	410	420
3590	LIFE INSURANCE	-	28	30	30	200	205
3600	AUTO ALLOWANCE	-	-	-	-	960	960
3650	VACATION BUYBACK	-	370	-	-	-	-
3655	SICK LEAVE INCENTIVE PROGRAM	-	198	-	-	-	-
	<b>TOTAL BENEFITS</b>	-	<b>3,978</b>	<b>4,085</b>	<b>4,085</b>	<b>21,605</b>	<b>22,675</b>
<b>OPERATIONS &amp; MATERIALS:</b>							
4080	BUILDING SERVICES DEPARTMENT CHARGE	-	-	-	-	4,560	4,550
4198	CITY ADMINISTRATION	2,608	255	5,000	-	5,000	5,000
4199	INSURANCE DEPARTMENT CHARGE	-	-	-	-	9,530	9,890
4203	EQUIPMENT/FURNITURE	-	-	-	-	1,500	-
4349	GRANT PROGRAMS	-	2,667	190,000	40,000	60,000	60,000
	<b>TOTAL OPERATIONS &amp; MATERIALS</b>	<b>2,608</b>	<b>2,921</b>	<b>195,000</b>	<b>40,000</b>	<b>80,590</b>	<b>79,440</b>
<b>CONTRACTUAL SERVICES:</b>							
4520	CONTRACT SERVICES-ATTORNEY	3,462	17,622	7,500	7,500	30,000	-
4554	CONTRACT SERVICES-CONSULTANT	-	-	-	-	5,000	5,000
4611	CONTRACT SERVICES-LMI HOUSING	-	2,200	-	-	30,000	-
4613	CONTRACT SERVICES-1ST HOME BUY	390	-	-	-	-	-
	<b>TOTAL CONTRACTUAL SERVICES</b>	<b>3,852</b>	<b>19,822</b>	<b>7,500</b>	<b>7,500</b>	<b>65,000</b>	<b>5,000</b>
<b>CAPITAL OUTLAY:</b>							
6010	LAND	-	5,000	-	-	-	-
	<b>TOTAL CAPITAL OUTLAY</b>	-	<b>5,000</b>	-	-	-	-
<b>TOTAL HOUSING AUTHORITY</b>		<b>6,460</b>	<b>40,242</b>	<b>223,855</b>	<b>59,655</b>	<b>226,800</b>	<b>167,920</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. The Parks Construction & HUD Special Purpose/Project Grant departments have not had any recent activity.

Currently, the City is working with the State Department of Finance (DOF) to move the bonds proceeds of the Successor Agency (2004A, 2004B & 2007 RDA bonds) to this fund.

## **Full-Time Equivalents:**

There are no personnel directly charged to this fund.

# Facilities Construction

Acct #	Capital Improvements-010 Facilities Construction-3830	2012-2013 Actual (Audited)	2013-2014 Actual (Audited)	2014-2015 Adjusted Budget	2014-2015 Year End Estimate	2015-2016 Adopted Budget	2016-2017 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>		-	-	-	-	-	-

# 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 Equivalents:**

There are no personnel directly charged to this fund.

## Community Facilities Districts

Acct #	Community Facilities Districts-014 Community Facilities Districts-8520	2012-2013 Actual (Audited)	2013-2014 Actual (Audited)	2014-2015 Adjusted Budget	2014-2015 Year End Estimate	2015-2016 Adopted Budget	2016-2017 Adopted Budget
<b>OPERATIONS &amp; MATERIALS:</b>							
4198	CITY ADMINISTRATION	7,222	10,136	9,000	8,000	10,000	10,000
4200	OFFICE SUPPLIES	-	150	1,500	500	1,000	1,000
4210	POSTAGE	8	3	100	50	100	100
4300	ADVERTISING	-	-	-	-	-	-
	<b>TOTAL OPERATIONS &amp; MATERIALS</b>	<b>7,229</b>	<b>10,290</b>	<b>10,600</b>	<b>8,550</b>	<b>11,100</b>	<b>11,100</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>7,229</b>	<b>10,290</b>	<b>10,600</b>	<b>8,550</b>	<b>11,100</b>	<b>11,100</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 construction of 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 2015/2016 & 2016/2017:

City-wide Street Light Acquisition  
SR 210/Base Line Interchange Widening;  
Greenspot Road Utility Undergrounding and  
City Creek Levee Trails (Base Line to Highland Ave).

## **Full-Time Equivalents:**

Community Volunteer Services Coordinator\*      0.1875    Total FTE 0.1875  
\*Part-time

# Capital Construction

Acct #	General Capital Financing-023 Capital Construction-3890	2012-2013 Actual (Audited)	2013-2014 Actual (Audited)	2014-2015 Adjusted Budget	2014-2015 Year End Estimate	2015-2016 Adopted Budget	2016-2017 Adopted Budget
<b>SALARIES &amp; WAGES:</b>							
3010	SALARIES	-	-	-	-	9,090	9,270
3050	COMPENSATORY TIME	-	-	-	-	-	-
3100	SICK LEAVE	-	-	-	-	-	-
3110	HOLIDAY	-	-	-	-	-	-
3120	VACATION	-	-	-	-	-	-
	<b>TOTAL SALARIES &amp; WAGES</b>	-	-	-	-	<b>9,090</b>	<b>9,270</b>
<b>BENEFITS:</b>							
3510	CAFETERIA PLAN	-	-	-	-	2,970	3,105
3530	MEDICARE & SOCIAL SECURITY	-	-	-	-	135	135
3560	PERS-RETIREMENT	-	-	-	-	2,295	2,440
	<b>TOTAL BENEFITS</b>	-	-	-	-	<b>5,400</b>	<b>5,680</b>
<b>OPERATIONS &amp; MATERIALS:</b>							
4100	EXTRAORDINARY ITEM LOSS	1,222,868	-	-	-	-	-
4127	OPERATING TRANSFER OUT-GRANTS FUND	29,401	-	-	-	-	-
4203	EQUIPMENT/FURNITURE	-	-	2,500	-	-	-
4206	MATERIALS	-	49,503	-	-	-	-
4248	EQUIPMENT RENTAL/LEASE	-	-	-	-	-	-
4349	GRANT PROGRAMS	-	-	-	-	82,000	25,000
	<b>TOTAL OPERATIONS &amp; MATERIALS</b>	<b>1,252,269</b>	<b>49,503</b>	<b>2,500</b>	-	<b>82,000</b>	<b>25,000</b>
<b>CONTRACTUAL SERVICES:</b>							
4509	CONTRACT SERVICES-ARCHITECT	5,940	-	-	-	-	-
4534	CONTRACT SERVICES-GIS	48,452	29,520	44,000	-	-	-
4550	CONTRACT SERVICES-ENGINEERING	118,823	400,993	496,000	375,000	140,000	140,000
4554	CONTRACT SERVICES-CONSULTANT	36,849	36,201	40,000	40,000	39,000	39,000
4558	CONTRACT SERVICES-APPRAISALS	-	-	10,000	-	10,000	10,000
4578	CONTRACT SERVICES-STRIPING	-	-	-	-	10,000	14,000
4582	CONTRACT SERVICES-STUDIES	11,551	20,648	135,000	125,000	25,000	-
4585	CONTRACT SERVICES-LANDSCAPE MAINTENANCE	-	-	25,000	25,000	-	-
	<b>TOTAL CONTRACTUAL SERVICES</b>	<b>221,614</b>	<b>487,362</b>	<b>750,000</b>	<b>565,000</b>	<b>224,000</b>	<b>203,000</b>
<b>CAPITAL OUTLAY:</b>							
6010	LAND	-	-	-	-	-	-
6030	BUILDING	10,691	-	-	-	-	-
6040	EQUIPMENT	-	196,969	252,000	210,000	200,000	200,000
6060	VEHICLES	-	-	-	-	-	-
6070	SOFTWARE	-	-	-	-	-	-
	<b>TOTAL CAPITAL OUTLAY</b>	<b>10,691</b>	<b>196,969</b>	<b>252,000</b>	<b>210,000</b>	<b>200,000</b>	<b>200,000</b>
<b>CAPITAL PROJECTS:</b>							
6530	STREET/SIDEWALK CONSTRUCTION	1,092,997	27,525	178,230	175,000	660,000	-
6545	SIDEWALK REPAIRS	-	421	124,000	124,000	-	-
6550	TRAFFIC IMPROVEMENTS	-	-	-	-	700,000	-
6600	STORM DRAIN PROJECTS	-	-	-	-	-	-
6811	RIGHT-OF-WAY ACQUISITION	-	-	77,000	-	-	-
6813	BRIDGE CONSTRUCTION	-	-	-	-	283,000	608,000
6816	TRAILS CONSTRUCTION	-	-	-	-	15,000	-
6850	NEIGHBORHOOD ASST. PROJECTS	10,792	-	-	-	-	-
	<b>TOTAL CAPITAL PROJECTS</b>	<b>1,103,789</b>	<b>27,946</b>	<b>379,230</b>	<b>299,000</b>	<b>1,658,000</b>	<b>608,000</b>
<b>TOTAL CAPITAL CONSTRUCTION</b>		<b>2,588,363</b>	<b>761,780</b>	<b>1,383,730</b>	<b>1,074,000</b>	<b>2,178,490</b>	<b>1,050,950</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	
City Clerk	0.050	Total FTE 0.350

**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 involving negligence on the plaintiff's part.

**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>2012-2013</u>	<u>2013-2014</u>	<u>2014-2015</u>	<u>2015-2016</u>	<u>2016-2017</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	2012-2013 Actual (Audited)	2013-2014 Actual (Audited)	2014-2015 Adjusted Budget	2014-2015 Year End Estimate	2015-2016 Adopted Budget	2016-2017 Adopted Budget
<b>SALARIES &amp; WAGES:</b>							
3010	SALARIES	42,673	37,016	54,895	54,895	52,250	53,305
3050	COMPENSATORY TIME	63	215	-	-	-	-
3100	SICK LEAVE	-	-	-	-	-	-
3110	HOLIDAY	2,331	2,194	-	-	-	-
3120	VACATION	2,575	2,084	-	-	-	-
3125	MANAGEMENT LEAVE	287	851	-	-	-	-
	<b>TOTAL SALARIES &amp; WAGES</b>	<b>47,930</b>	<b>42,362</b>	<b>54,895</b>	<b>54,895</b>	<b>52,250</b>	<b>53,305</b>
<b>BENEFITS:</b>							
3510	CAFETERIA PLAN	-	4,542	5,040	5,040	4,620	4,830
3515	PERS-HEALTH INSURANCE-RETIRED	13,800	14,400	19,200	19,200	21,600	26,400
3530	MEDICARE & SOCIAL SECURITY	863	905	800	800	760	775
3560	PERS-RETIREMENT	12,317	12,960	12,735	12,735	11,325	11,960
3580	DEFERRED COMPENSATION	853	877	930	930	1,230	1,250
3590	LIFE INSURANCE	165	166	185	185	175	180
3600	AUTO ALLOWANCE	1,804	1,808	1,710	1,710	1,800	1,800
	<b>TOTAL BENEFITS</b>	<b>29,801</b>	<b>35,659</b>	<b>40,600</b>	<b>40,600</b>	<b>41,510</b>	<b>47,195</b>
<b>OPERATIONS &amp; MATERIALS:</b>							
4200	OFFICE SUPPLIES	429	-	500	500	50	50
4203	EQUIPMENT/FURNITURE	-	60	500	500	-	-
4206	MATERIALS	-	19,731	-	-	-	-
4210	POSTAGE	202	56	400	400	200	200
4310	DUES & SUBSCRIPTIONS	-	-	-	-	-	-
4320	TRAVEL & CONFERENCE	18	260	-	-	-	-
4330	TRAINING	157	-	700	700	700	700
4349	GRANT PROGRAMS	-	-	-	-	8,000	8,000
4355	CLAIMS PAYABLE INCREASE	10,182	7,621	15,000	15,000	10,000	10,000
4360	INSURANCE PREMIUMS	137,143	108,783	315,100	315,100	235,500	245,500
4370	INSURANCE CLAIMS	1,000,500	53,500	25,000	25,000	30,000	30,000
4380	INSURANCE ADJUSTING FEES	9,793	10,427	20,000	20,000	15,000	15,000
4390	INSURANCE LEGAL	288,652	122,991	80,000	80,000	50,000	50,000
	<b>TOTAL OPERATIONS &amp; MATERIALS</b>	<b>1,447,075</b>	<b>323,429</b>	<b>457,200</b>	<b>457,200</b>	<b>349,450</b>	<b>359,450</b>
<b>CONTRACTUAL SERVICES:</b>							
4550	CONTRACT SERVICES-ENGINEERING	-	26,423	-	-	-	-
4591	CONTRACT SERVICES-SIDEWALK REPAIR	-	-	8,000	8,000	-	-
	<b>TOTAL CONTRACTUAL SERVICES</b>	<b>-</b>	<b>26,423</b>	<b>8,000</b>	<b>8,000</b>	<b>-</b>	<b>-</b>
<b>CAPITAL PROJECTS:</b>							
6545	SIDEWALK REPAIRS	-	124,000	124,000	124,000	-	-
6600	STORM DRAIN PROJECTS	-	115,023	-	-	-	-
	<b>TOTAL CAPITAL PROJECTS</b>	<b>-</b>	<b>239,023</b>	<b>124,000</b>	<b>124,000</b>	<b>-</b>	<b>-</b>
<b>TOTAL GENERAL LIABILITY</b>		<b>1,524,807</b>	<b>666,895</b>	<b>684,695</b>	<b>684,695</b>	<b>443,210</b>	<b>459,950</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, the Housing Authority, SARDA Administration 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

# Building Services

Acct #	General Services-042 Building Services-9510	2012-2013 Actual (Audited)	2013-2014 Actual (Audited)	2014-2015 Adjusted Budget	2014-2015 Year End Estimate	2015-2016 Adopted Budget	2016-2017 Adopted Budget
<b>SALARIES &amp; WAGES:</b>							
3010	SALARIES	10,716	26,054	39,955	39,955	41,770	42,595
3040	OVERTIME	154	285	-	-	-	-
3050	COMPENSATORY TIME	28	435	-	-	-	-
3100	SICK LEAVE	261	1,160	-	-	-	-
3110	HOLIDAY	420	1,289	-	-	-	-
3120	VACATION	428	486	-	-	-	-
3125	MANAGEMENT LEAVE	-	133	-	-	-	-
	<b>TOTAL SALARIES &amp; WAGES</b>	<b>12,008</b>	<b>29,841</b>	<b>39,955</b>	<b>39,955</b>	<b>41,770</b>	<b>42,595</b>
<b>BENEFITS:</b>							
3510	CAFETERIA PLAN	-	8,989	10,710	10,710	11,220	11,730
3530	MEDICARE & SOCIAL SECURITY	187	568	580	580	610	620
3560	PERS-RETIREMENT	2,195	5,320	9,270	9,270	12,600	13,520
3590	LIFE INSURANCE	30	96	135	135	140	145
	<b>TOTAL BENEFITS</b>	<b>2,413</b>	<b>14,973</b>	<b>20,695</b>	<b>20,695</b>	<b>24,570</b>	<b>26,015</b>
<b>OPERATIONS &amp; MATERIALS:</b>							
4010	ELECTRICITY	23,049	22,449	30,000	26,000	28,000	28,000
4020	GAS	798	782	1,600	900	900	900
4030	WATER/SEWER	5,081	6,241	6,500	6,500	7,000	7,500
4040	PEST CONTROL SUPPLIES/MATERIALS	735	-	250	-	250	250
4045	LANDSCAPING SUPPLIES	-	-	250	-	250	250
4050	TRASH	-	-	-	-	-	-
4055	JANITORIAL SUPPLIES	13,618	2,333	5,500	5,000	3,000	3,000
4060	TELEPHONE	29,239	32,022	30,660	34,000	34,980	34,980
4061	CELL PHONES/SATELLITE PHONES	-	273	600	450	600	600
4065	INTERNET/CABLE/SATELLITE	636	857	580	580	580	580
4066	ALARM MONITORING	-	2,040	1,080	1,800	1,800	1,800
4070	BUILDING MAINTENANCE	3,036	8,304	12,000	5,500	10,000	10,000
4075	PUBLIC FACILITIES IMPROVEMENT	-	541	5,000	-	5,000	5,000
4198	CITY ADMINISTRATION	1,489	1,558	2,500	1,200	1,500	1,500
4200	OFFICE SUPPLIES	12,483	11,912	25,000	17,000	17,000	17,000
4203	EQUIPMENT/FURNITURE	-	539	750	-	2,750	3,500
4205	PHOTOCOPIER	22,863	19,142	20,000	20,000	21,000	21,000
4208	NETWORK/COMPUTER MATERIALS & SUPPLIES	12,965	11,607	12,000	6,000	12,000	8,000
4220	FUEL	707	2,695	500	500	1,000	1,000
4240	VEHICLE MAINTENANCE	10	642	500	250	500	500
4245	EQUIPMENT MAINTENANCE	2,085	503	3,950	-	3,200	3,200
4248	EQUIPMENT RENTAL/LEASE	3,756	4,447	5,400	1,000	4,400	4,400
4251	ADA COMPLIANCE	-	-	2,000	2,000	2,000	2,000
4260	DISASTER SUPPLIES	1,360	4,183	2,000	2,000	2,000	2,000
4310	DUES & SUBSCRIPTIONS	110	110	150	150	150	150
	<b>TOTAL OPERATIONS &amp; MATERIALS</b>	<b>134,020</b>	<b>133,179</b>	<b>168,770</b>	<b>130,830</b>	<b>159,860</b>	<b>157,110</b>
<b>CONTRACTUAL SERVICES:</b>							
4504	CONTRACT SERVICES-JANITORIAL SERVICES	3,879	21,163	11,400	11,400	8,500	8,500
4533	CONTRACT SERVICES-SOFTWARE SUBSCRIPTIONS	4,198	-	-	-	-	-
4585	CONTRACT SERVICES-LANDSCAPE MAINTENANCE	8,288	6,811	7,200	7,200	6,600	6,600
4588	CONTRACT SERVICES-HVAC MAINTENANCE	-	2,525	4,400	4,400	4,400	4,400
4589	CONTRACT SERVICES-PEST CONTROL	-	720	780	780	720	720
4627	CONTRACT SERVICES-NETWORK	-	4,278	5,000	2,000	5,000	5,000
4680	CONTRACT SERVICES-TREE TRIMMING	759	1,489	1,500	1,500	2,000	2,000
	<b>TOTAL CONTRACTUAL SERVICES</b>	<b>17,123</b>	<b>36,987</b>	<b>30,280</b>	<b>27,280</b>	<b>27,220</b>	<b>27,220</b>

## Building Services

Acct #	General Services-042 Building Services-9510	2012-2013 Actual (Audited)	2013-2014 Actual (Audited)	2014-2015 Adjusted Budget	2014-2015 Year End Estimate	2015-2016 Adopted Budget	2016-2017 Adopted Budget
<b>CAPITAL OUTLAY:</b>							
6030	BUILDING	129,000	-	-	-	-	-
6040	EQUIPMENT	-	-	-	-	-	-
	<b>TOTAL CAPITAL OUTLAY</b>	<b>129,000</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>TOTAL BUILDING SERVICES</b>		<b>294,563</b>	<b>214,979</b>	<b>259,700</b>	<b>218,760</b>	<b>253,420</b>	<b>252,940</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 Equivalents:**

There are no personnel directly charged to this fund.

## Successor Agency to the RDA RPTTF

Acct #	SARDA RPTTF-082 SARDA RPTTF-8020	2012-2013 Actual (Audited)	2013-2014 Actual (Audited)	2014-2015 Adjusted Budget	2014-2015 Year End Estimate	2015-2016 Adopted Budget	2016-2017 Adopted Budget
<b>OPERATIONS &amp; MATERIALS:</b>							
4101	OPERATING TRANSFER OUT-GENERAL FUND	-	-	-			
4189	OPERATING TRANSFER OUT-SARDA DEBT SERVICE	2,730,954	4,149,236	4,220,610	4,220,610	4,082,005	4,084,170
	<b>TOTAL OPERATIONS &amp; MATERIALS</b>	<b>2,730,954</b>	<b>4,149,236</b>	<b>4,220,610</b>	<b>4,220,610</b>	<b>4,082,005</b>	<b>4,084,170</b>
	<b>TOTAL SARDA RPTTF</b>	<b>2,730,954</b>	<b>4,149,236</b>	<b>4,220,610</b>	<b>4,220,610</b>	<b>4,082,005</b>	<b>4,084,170</b>

# 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:

- Bus Stops at Church Street/Palm Avenue
- Sidewalk Project at Base Line/Palm Avenue
- Boulder Avenue Bridge over City Creek
- Base Line Trail Project
- Carriage Hills Storm Drain
- 5<sup>th</sup> Street Storm Drain (City Creek to 3<sup>rd</sup> Street)
- Base Line improvements (SR 210 to Boulder Avenue)
- 5<sup>th</sup> Street improvements (Victoria Avenue to Palm Avenue)
- 5<sup>th</sup> Street/Greenspot Road Bikeway & Kiosk
- Greenspot Road Bridge at Santa Ana River
- Base Line Bridge at City Creek
- Greenspot Road improvements (SR 210 to Boulder Avenue)
- Palm Avenue Historic District improvements

## Full-Time Equivalents:

City Engineer/Public Works Director	0.300	
Assistant Public Works Director	0.500	
Administrative Assistant II	0.350	Total FTE 1.150

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

Acct #	SARDA Bond Proceeds-087 SARDA Bond Proceeds-8070	2012-2013 Actual (Audited)	2013-2014 Actual (Audited)	2014-2015 Adjusted Budget	2014-2015 Year End Estimate	2015-2016 Adopted Budget	2016-2017 Adopted Budget
<b>SALARIES &amp; WAGES:</b>							
3010	SALARIES	-	54,574	64,030	64,030	117,880	120,270
3040	OVERTIME	-	-	-	-	-	-
3050	COMPENSATORY TIME	-	-	-	-	-	-
3100	SICK LEAVE	-	-	-	-	-	-
3110	HOLIDAY	-	2,842	-	-	-	-
3120	VACATION	-	4,550	-	-	-	-
3125	MANAGEMENT LEAVE	-	950	-	-	-	-
	<b>TOTAL SALARIES &amp; WAGES</b>	<b>-</b>	<b>62,916</b>	<b>64,030</b>	<b>64,030</b>	<b>117,880</b>	<b>120,270</b>
<b>BENEFITS:</b>							
3510	CAFETERIA PLAN	-	5,967	6,300	6,300	15,180	15,870
3530	MEDICARE & SOCIAL SECURITY	-	960	930	930	1,710	1,745
3560	PERS-RETIREMENT	-	15,120	14,855	14,855	27,785	29,485
3590	LIFE INSURANCE	-	203	215	215	390	400
3600	AUTO ALLOWANCE	-	1,084	900	900	1,080	1,080
3650	VACATION BUYBACK	-	410	-	-	-	-
3655	SICK LEAVE INCENTIVE	-	1,282	-	-	-	-
3660	ADMINISTRATIVE LEAVE BUYBACK	-	1,553	-	-	-	-
	<b>TOTAL BENEFITS</b>	<b>-</b>	<b>26,580</b>	<b>23,200</b>	<b>23,200</b>	<b>46,145</b>	<b>48,580</b>
<b>OPERATIONS &amp; MATERIALS:</b>							
4080	BUILDING SERVICES DEPARTMENT CHARGE	-	-	-	-	-	-
4104	OPERATING TRANSFER OUT-GAS TAX	53,654	-	-	-	-	-
4198	CITY ADMINISTRATION	169,024	8,621	-	-	-	-
	<b>TOTAL OPERATIONS &amp; MATERIALS</b>	<b>222,678</b>	<b>8,621</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>CONTRACTUAL SERVICES:</b>							
4509	CONTRACT SERVICES-ARCHITECT	269,983	-	-	-	-	-
4520	CONTRACT SERVICES-ATTORNEY	-	-	-	-	-	-
4550	CONTRACT SERVICES-ENGINEERING	277,292	1,325,675	193,765	1,100,000	-	-
4554	CONTRACT SERVICES-CONSULTANT	-	-	-	-	-	-
4558	CONTRACT SERVICES-APPRAISAL	-	-	-	-	-	-
	<b>TOTAL CONTRACTUAL SERVICES</b>	<b>547,274</b>	<b>1,325,675</b>	<b>193,765</b>	<b>1,100,000</b>	<b>-</b>	<b>-</b>
<b>CAPITAL PROJECTS:</b>							
6530	STREET/SIDEWALK CONSTRUCTION	23,798	13,556	899,000	200,000	1,916,000	1,035,000
6533	STREET WIDENING PROJECTS	-	2,529,781	-	4,250,000	-	-
6545	SIDEWALK REPAIRS	-	34,213	886,475	350,000	501,000	-
6550	TRAFFIC IMPROVEMENTS	-	-	-	-	-	-
6600	STORM DRAIN IMPROVEMENTS	-	2,297,308	515,000	750,000	1,564,000	-
6811	RIGHT-OF-WAY ACQUISITION	-	15,310	114,000	-	-	-
6813	BRIDGE CONSTRUCTION	502,528	2,636,388	-	1,250,000	132,000	136,000
	<b>TOTAL CAPITAL PROJECTS</b>	<b>526,326</b>	<b>7,526,556</b>	<b>2,414,475</b>	<b>6,800,000</b>	<b>4,113,000</b>	<b>1,171,000</b>
<b>TOTAL SARDA BOND PROCEEDS</b>		<b>1,296,279</b>	<b>8,950,349</b>	<b>2,695,470</b>	<b>7,987,230</b>	<b>4,277,025</b>	<b>1,339,850</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 2015-2016.

Also accounted for in this fund is the remaining \$2.9M in bond proceeds from 2007.

## **Full-Time Equivalents:**

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	2012-2013 Actual (Audited)	2013-2014 Actual (Audited)	2014-2015 Adjusted Budget	2014-2015 Year End Estimate	2015-2016 Adopted Budget	2016-2017 Adopted Budget
<b>OPERATIONS &amp; MATERIALS:</b>							
4198	CITY ADMINISTRATION	10,360	-	-	-	5,000	5,000
4340	LONG TERM COVENANTS	-	-	-	-	-	-
4341	ERAFT SHIFT/AB 26	2,982,723	-	-	-	-	-
4349	GRANT PROGRAMS	75,393	6,771	-	-	-	-
	<b>TOTAL OPERATIONS &amp; MATERIALS</b>	<b>3,068,475</b>	<b>6,771</b>	-	-	<b>5,000</b>	<b>5,000</b>
<b>CONTRACTUAL SERVICES:</b>							
4520	CONTRACT SERVICES-ATTORNEY	-	-	-	-	-	-
4558	CONTRACT SERVICES-APPRAISAL	-	-	-	-	-	-
4611	CONTRACT SERVICES-LOW/MODERATE INC. HOUSING	-	-	-	-	-	-
4613	CONTRACT SERVICES-1ST TIME HOME BUYER	-	-	-	-	-	-
	<b>TOTAL CONTRACTUAL SERVICES</b>	-	-	-	-	-	-
<b>CAPITAL OUTLAY:</b>							
6010	LAND	-	-	-	295,475	-	-
	<b>TOTAL CAPITAL OUTLAY</b>	-	-	-	<b>295,475</b>	-	-
<b>TOTAL SARDA LOW &amp; MODERATE INCOME HOUSING</b>		<b>3,068,475</b>	<b>6,771</b>	-	<b>295,475</b>	<b>5,000</b>	<b>5,000</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 Refunding 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 Equivalents:

City Manager	0.050	
Director of Administrative Services	0.150	
Senior Accountant	0.100	
Accounting Technician II	0.100	
City Clerk	0.050	
Administrative Assistant I	0.050	
Community Development Director	0.050	
Assistant Community Development Director	0.100	Total FTE 0.650

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

Acct #	SARDA Debt Service-089 SARDA Debt Service-8090	2012-2013 Actual (Audited)	2013-2014 Actual (Audited)	2014-2015 Adjusted Budget	2014-2015 Year End Estimate	2015-2016 Adopted Budget	2016-2017 Adopted Budget
<b>SALARIES &amp; WAGES:</b>							
3010	SALARIES	-	-	-	-	68,095	69,460
3040	OVERTIME	-	-	-	-	-	-
3050	COMPENSATORY TIME	-	-	-	-	-	-
3100	SICK LEAVE	-	-	-	-	-	-
3110	HOLIDAY	-	-	-	-	-	-
3120	VACATION	-	-	-	-	-	-
3125	MANAGEMENT LEAVE	-	-	-	-	-	-
	<b>TOTAL SALARIES &amp; WAGES</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>68,095</b>	<b>69,460</b>
<b>BENEFITS:</b>							
3510	CAFETERIA PLAN	-	-	-	-	8,580	8,970
3530	MEDICARE & SOCIAL SECURITY	-	-	-	-	990	1,010
3560	PERS-RETIREMENT	-	-	-	-	15,960	16,930
3580	DEFERRED COMPENSATION	-	-	-	-	410	420
3590	LIFE INSURANCE	-	-	-	-	225	230
3600	AUTO ALLOWANCE	-	-	-	-	1,140	1,140
	<b>TOTAL BENEFITS</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>27,305</b>	<b>28,700</b>
<b>OPERATIONS &amp; MATERIALS:</b>							
4080	BUILDING SERVICES DEPARTMENT CHARGE	-	-	-	-	6,335	6,325
4101	OPERATING TRANSFER OUT-GENERAL FUND	1,953,036	-	-	-	-	-
4182	OPERATING TRANSFER OUT-RPTTF	-	1,146,087	-	-	-	-
4198	CITY ADMINISTRATION	70,955	69,696	200,000	200,000	-	-
4199	INSURANCE DEPARTMENT CHARGE	-	-	-	-	9,530	9,890
4210	POSTAGE	36	-	-	-	-	-
4248	EQUIPMENT RENTAL/LEASE	10,094	-	-	-	-	-
4330	TRAINING	588	-	500	500	-	-
4341	ERAFT SHIFT/AB 26	11,693,396	-	-	-	-	-
4349	GRANT PROGRAMS	34,350	-	-	-	-	-
4415	PASS THROUGH-SBCCD	-	91,803	-	-	-	-
4416	PASS THROUGH-S.B. CO. SUPER	-	12,657	-	-	-	-
	<b>TOTAL OPERATIONS &amp; MATERIALS</b>	<b>13,762,454</b>	<b>1,320,242</b>	<b>200,500</b>	<b>200,500</b>	<b>15,865</b>	<b>16,215</b>
<b>CONTRACTUAL SERVICES:</b>							
4507	CONTRACT SERVICES-CHAMBER OF COMMERCE	13,403	-	-	-	-	-
4510	CONTRACT SERVICES-AUDITOR	24,100	-	-	-	-	-
4520	CONTRACT SERVICES-ATTORNEY	15,749	8,016	49,500	49,500	10,000	10,000
4534	CONTRACT SERVICES-GIS	-	-	-	-	-	-
4554	CONTRACT SERVICES-CONSULTANT	6,360	10,291	25,000	25,000	17,125	17,125
4700	CONTRACT SERVICES-BOND ISSUES	-	-	-	-	-	-
	<b>TOTAL CONTRACTUAL SERVICES</b>	<b>59,611</b>	<b>18,306</b>	<b>74,500</b>	<b>74,500</b>	<b>27,125</b>	<b>27,125</b>
<b>DEBT SERVICE:</b>							
5100	PRINCIPAL	1,215,000	1,265,000	1,320,000	1,320,000	1,375,000	1,435,000
5200	INTEREST	2,733,160	2,680,594	2,625,610	2,625,610	2,568,615	2,507,670
	<b>TOTAL DEBT SERVICE</b>	<b>3,948,160</b>	<b>3,945,594</b>	<b>3,945,610</b>	<b>3,945,610</b>	<b>3,943,615</b>	<b>3,942,670</b>
<b>TOTAL SARDA DEBT SERVICE</b>		<b>17,770,225</b>	<b>5,284,142</b>	<b>4,220,610</b>	<b>4,220,610</b>	<b>4,082,005</b>	<b>4,084,170</b>

CITY OF HIGHLAND  
5-YEAR CAPITAL IMPROVEMENT PROGRAM  
(FY 2014/2015 THROUGH 2018/2019)

(IN THOUSANDS OF DOLLARS)

PROJECT DESCRIPTION	Prior	2014/2015	2015/2016	2016/2017	2017/2018	2018/2019	FUNDING SOURCE	FUNDING AMOUNT
<b>PUBLIC BUILDINGS</b>								
design	\$0	\$0	\$0	\$0	\$0	\$0		\$0
construction	\$0	\$0	\$0	\$0	\$0	\$0		\$0
PROJECT TOTALS	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
<b>PUBLIC BUILDINGS TOTAL</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
<b>STUDIES AND TECHNOLOGY</b>								
<b>1 Victoria Avenue Interchange Project Approval/Environmental Document</b>								
	\$0	\$0	\$900	\$0	\$0	\$0	SMBMI	\$900
<b>STUDIES AND TECHNOLOGY TOTAL</b>	<b>\$0</b>	<b>\$0</b>	<b>\$900</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$900</b>	<b>\$900</b>
<b>DRAINAGE IMPROVEMENTS</b>								
<b>1 Carriage Hills Storm Drain (sdr06001)</b>								
design	\$8	\$0	\$31	\$0	\$0	\$0	RDA 04	\$386
construction	\$0	\$0	\$309	\$0	\$0	\$0		\$0
construction engineering	\$0	\$0	\$46	\$0	\$0	\$0		\$0
PROJECT TOTALS	\$8	\$0	\$386	\$0	\$0	\$0	\$386	\$386
<b>2 Warm Creek/Sand Creek Confluence</b>								
design	\$0	\$0	\$0	\$0	\$0	\$240	SBCFCD	\$2,400
construction	\$0	\$0	\$0	\$0	\$0	\$1,878		\$0
construction engineering	\$0	\$0	\$0	\$0	\$0	\$282		\$0
right-of-way	\$0	\$0	\$0	\$0	\$0	\$0		\$0
PROJECT TOTALS	\$0	\$0	\$0	\$0	\$0	\$2,400	\$2,400	\$2,400
<b>3 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
PROJECT TOTALS	\$0	\$0	\$0	\$0	\$0	\$4,500	\$4,500	\$4,500
<b>DRAINAGE IMPROVEMENTS TOTAL</b>	<b>\$8</b>	<b>\$0</b>	<b>\$386</b>	<b>\$0</b>	<b>\$0</b>	<b>\$6,900</b>	<b>\$7,286</b>	<b>\$7,286</b>
<b>STREET OVERLAYS AND SLURRY SEAL</b>								
<b>1 Joint Pavement Rehabilitation with EVWD</b>								
			50	50	50	50	MSR I	200
	\$0	\$0	\$50	\$50	\$50	\$50	\$200	\$200
<b>2 12/13 CDBG Project- Vine Street (two segments) and Miscellaneous Repairs (ola13001)</b>								
design	\$0	\$0	\$41	\$0	\$0	\$0	GCF	\$89
environmental	\$0	\$0	\$0	\$0	\$0	\$0	MSR I	\$89
construction	\$0	\$0	\$409	\$0	\$0	\$0	CDBG	\$155
construction engineering	\$0	\$0	\$61	\$0	\$0	\$0	Mining Tax	\$89
right-of-way	\$0	\$0	\$0	\$0	\$0	\$0	Traf Safety	\$89
PROJECT TOTALS	\$0	\$0	\$511	\$0	\$0	\$0	\$511	\$511
<b>3 13/14 CDBG Project- Newcomb/11th/Grape and Cypress Streets (ola14001)</b>								
design	\$0	\$0	\$20	\$0	\$0	\$0	MSR I	\$28
environmental	\$0	\$0	\$0	\$0	\$0	\$0	CDBG	\$229
construction	\$0	\$0	\$206	\$0	\$0	\$0		\$0
construction engineering	\$0	\$0	\$31	\$0	\$0	\$0		\$0
right-of-way	\$0	\$0	\$0	\$0	\$0	\$0		\$0
PROJECT TOTALS	\$0	\$0	\$257	\$0	\$0	\$0	\$257	\$257

CITY OF HIGHLAND  
5-YEAR CAPITAL IMPROVEMENT PROGRAM  
(FY 2014/2015 THROUGH 2018/2019)

(IN THOUSANDS OF DOLLARS)

PROJECT DESCRIPTION	Prior	2014/2015	2015/2016	2016/2017	2017/2018	2018/2019	FUNDING SOURCE	FUNDING AMOUNT
<b>4 14/15 CDBG Project- Eucalyptus/Cypress and McKinley (ola14002)</b>								
design	\$0	\$0	\$24	\$0	\$0	\$0	MSR I	\$60
environmental	\$0	\$0	\$0	\$0	\$0	\$0	CDBG	\$239
construction	\$0	\$0	\$239	\$0	\$0	\$0		
construction engineering	\$0	\$0	\$36	\$0	\$0	\$0		
right-of-way	\$0	\$0	\$0	\$0	\$0	\$0		
PROJECT TOTALS	\$0	\$0	\$299	\$0	\$0	\$0	\$299	\$299
<b>5 15/16 CDBG Project- Mira Vista and 13th Street (ola14004)</b>								
design	\$0	\$0	\$21	\$0	\$0	\$0	MSR I	\$52
environmental	\$0	\$0	\$0	\$0	\$0	\$0	CDBG	\$206
construction	\$0	\$0	\$206	\$0	\$0	\$0		
construction engineering	\$0	\$0	\$31	\$0	\$0	\$0		
right-of-way	\$0	\$0	\$0	\$0	\$0	\$0		
PROJECT TOTALS	\$0	\$0	\$258	\$0	\$0	\$0	\$258	\$258
<b>6 Del Rosa Drive (Base Line to Pacific) (ola14003)</b>								
design	\$0	\$0	\$0	\$0	\$39	\$0	MSR I	\$239
environmental	\$0	\$0	\$0	\$0	\$0	\$0	S.B. County	\$245
construction	\$0	\$0	\$0	\$0	\$387	\$0		
construction engineering	\$0	\$0	\$0	\$0	\$58	\$0		
right-of-way	\$0	\$0	\$0	\$0	\$0	\$0		
PROJECT TOTALS	\$0	\$0	\$0	\$0	\$484	\$0	\$484	\$484
<b>7 Pacific Street Rehabilitation from Palm Ave to Church Ave</b>								
design	\$0	\$0	\$0	\$0	\$81	\$0	MSR I	\$261
environmental	\$0	\$0	\$0	\$0	\$0	\$0	COSB	\$744
construction	\$0	\$0	\$0	\$0	\$811	\$0	RAC	\$9
construction engineering	\$0	\$0	\$0	\$0	\$122	\$0		
right-of-way	\$0	\$0	\$0	\$0	\$0	\$0		
PROJECT TOTALS	\$0	\$0	\$0	\$0	\$1,014	\$0	\$1,014	\$1,014
<b>8 Pacific Street Rehabilitation from Victoria to Palm Ave</b>								
design	\$0	\$0	\$0	\$0	\$101	\$0	MSR I	\$800
environmental	\$0	\$0	\$0	\$0	\$0	\$0	COSB	\$453
construction	\$0	\$0	\$0	\$0	\$1,010	\$0	RAC	\$10
construction engineering	\$0	\$0	\$0	\$0	\$152	\$0		
right-of-way	\$0	\$0	\$0	\$0	\$0	\$0		
PROJECT TOTALS	\$0	\$0	\$0	\$0	\$1,263	\$0	\$1,263	\$1,263
<b>9 CDBG Area Pavement Rehabilitation</b>								
							MSR I	100
							CDBG	175
	\$0	\$0	\$0	\$0	\$0	\$275	\$275	\$275
<b>STREET OVERLAYS AND SLURRY SEAL TOTAL</b>	<b>\$0</b>	<b>\$0</b>	<b>\$1,375</b>	<b>\$50</b>	<b>\$2,811</b>	<b>\$325</b>	<b>\$4,562</b>	<b>\$4,561</b>
<b>BRIDGE IMPROVEMENTS</b>								
<b>1 Greenspot Road Bridge @ Santa Ana River (brg04005)</b>								
environmental mitigation	\$0	\$0	\$100	\$100	\$100	\$100	TE	\$664
design	\$0	\$0	\$0	\$0	\$0	\$0	RDA 07	\$2,647
construction	\$0	\$6,797	\$0	\$0	\$0	\$0	HBP	\$3,143
construction engineering	\$0	\$1,019	\$0	\$0	\$0	\$0	EVWD	\$751
right-of-way	\$0	\$0	\$0	\$0	\$0	\$0	OC	\$843
	\$0	\$0	\$0	\$0	\$0	\$0	Toll	\$168
PROJECT TOTALS	\$0	\$7,816	\$100	\$100	\$100	\$100	\$8,216	\$8,216

CITY OF HIGHLAND  
5-YEAR CAPITAL IMPROVEMENT PROGRAM  
(FY 2014/2015 THROUGH 2018/2019)

(IN THOUSANDS OF DOLLARS)

PROJECT DESCRIPTION	Prior	2014/2015	2015/2016	2016/2017	2017/2018	2018/2019	FUNDING SOURCE	FUNDING AMOUNT
<b>2 Boulder Avenue from San Manuel Village Entr. to Greenspot Road (Incl. Landscaping) (brg04004a)</b>								
design	\$0	\$0	\$205	\$0	\$0	\$0	PNRS	\$2,000
construction	\$0	\$0	\$0	\$1,951	\$0	\$0	DIF-Reg	\$500
construction engineering	\$0	\$0	\$0	\$344	\$0	\$0		
right-of-way	\$0	\$0	\$0	\$0	\$0	\$0		
PROJECT TOTALS	\$0	\$0	\$205	\$2,295	\$0	\$0	\$2,500	\$2,500
<b>3 Base Line Bridge @ City Creek (brg07001)</b>								
environmental	\$0	\$0	\$0	\$0	\$0	\$0	RDA 07	\$2,548
design	\$0	\$0	\$682	\$1,313	\$0	\$0	HBP	\$20,193
construction	\$0	\$0	\$0	\$0	\$0	\$14,145		
construction engineering	\$0	\$0	\$0	\$0	\$0	\$2,496		
right-of-way	\$0	\$0	\$0	\$0	\$4,105	\$0		
PROJECT TOTALS	\$0	\$0	\$682	\$1,313	\$4,105	\$16,641	\$22,741	\$22,741
<b>4 Orange Street Bridge over Plunge Creek Overflow (brg12001)</b>								
environmental	\$0	\$0	\$0	\$0	\$0	\$0	MSR I -Mjr St	\$287
design	\$0	\$534	\$0	\$0	\$0	\$0	HBP	\$4,099
construction	\$0	\$0	\$0	\$0	\$0	-\$1,080	DIF-Reg	\$249
construction engineering	\$0	\$0	\$0	\$0	\$0	\$4,045		
right-of-way	\$0	\$0	\$0	\$0	\$1,136	\$0		
PROJECT TOTALS	\$0	\$534	\$0	\$0	\$1,136	\$2,965	\$4,635	\$4,635
<b>BRIDGE IMPROVEMENT TOTALS</b>	<b>\$0</b>	<b>\$8,350</b>	<b>\$987</b>	<b>\$3,708</b>	<b>\$5,341</b>	<b>\$19,706</b>	<b>\$38,092</b>	<b>\$38,092</b>
<b>INTERCHANGE PROJECT</b>								
<b>1 Base Line/SR 210 Interchange (incl widening Church Ave to Seine) (brg09001)</b>								
environmental	\$0	\$0	\$0	\$0	\$0	\$0	GCF	\$2,607
design	\$0	\$1,362	\$1,064	\$0	\$0	\$0	MSR I-VFI	\$8,884
construction	\$0	\$0	\$10,710	\$0	\$0	\$0	DIF-Reg	\$1,000
construction engineering	\$0	\$0	\$1,890	\$0	\$0	\$0	IVDA Agmt	\$2,734
right-of-way	\$0	\$0	\$199	\$0	\$0	\$0		
PROJECT TOTALS	\$0	\$1,362	\$13,863	\$0	\$0	\$0	\$15,225	\$15,225
<b>INTERCHANGE IMPROVEMENT TOTALS</b>	<b>\$0</b>	<b>\$1,362</b>	<b>\$13,863</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$15,225</b>	<b>\$15,225</b>
<b>STREET WIDENING AND SIDEWALK</b>								
<b>1 City-Wide Sidewalk (new and repair)</b>								
design	\$0	\$89	\$0	\$0	\$0	\$0	RDA 04	\$530
construction	\$0	\$890	\$0	\$0	\$0	\$0	Ins. Fund	\$433
construction engineering	\$0	\$134	\$0	\$0	\$0	\$0	GCF	\$150
PROJECT TOTALS	\$0	\$1,113	\$0	\$0	\$0	\$0	\$1,113	\$1,113
<b>2 Cypress Thompson SRTS 9th St Cunningham to Palm Crosswalk on Church Ave at Norwood St (str11005)</b>								
design	\$0	\$60	\$0	\$0	\$0	\$0	SRTS	\$511
construction	\$0	\$0	\$444	\$0	\$0	\$0	RDA 04	\$60
construction engineering	\$0	\$0	\$67	\$0	\$0	\$0		
right-of-way	\$0	\$0	\$0	\$0	\$0	\$0		
PROJECT TOTALS	\$0	\$60	\$511	\$0	\$0	\$0	\$571	\$571
<b>3 Greenspot Road BTA (Tippecanoe to City Limits south of SAR) (str12003)</b>								
environmental	\$0	\$0	\$0	\$0	\$0	\$0	BTA	\$648
design	\$0	\$112	\$0	\$0	\$0	\$0	MSR I	\$42
construction	\$0	\$0	\$555	\$0	\$0	\$0	RDA 07	\$60
construction engineering	\$0	\$0	\$83	\$0	\$0	\$0		
right-of-way	\$0	\$0	\$0	\$0	\$0	\$0		
PROJECT TOTALS	\$0	\$112	\$638	\$0	\$0	\$0	\$750	\$750

CITY OF HIGHLAND  
5-YEAR CAPITAL IMPROVEMENT PROGRAM  
(FY 2014/2015 THROUGH 2018/2019)

(IN THOUSANDS OF DOLLARS)									
PROJECT DESCRIPTION	Prior	2014/2015	2015/2016	2016/2017	2017/2018	2018/2019	FUNDING SOURCE	FUNDING AMOUNT	
<b>4 Greenspot Road Undergrounding (Golden Triangle) (str07004)</b>									
design	\$0	\$0	\$0	\$0	\$0	\$0	RDA 07	\$739	
construction	\$0	\$68	\$575	\$0	\$0	\$0			
construction engineering	\$0	\$10	\$86	\$0	\$0	\$0			
right-of-way	\$0	\$0	\$0	\$0	\$0	\$0			
PROJECT TOTALS	\$0	\$78	\$661	\$0	\$0	\$0	\$739	\$739	
<b>5 Greenspot Road Widening (Boulder to SR 210) (str07004)</b>									
design	\$0	\$0	\$0	\$0	\$0	\$0	RDA 07	\$3,163	
environmental	\$0	\$0	\$0	\$0	\$0	\$0			
construction	\$0	\$2,490	\$261	\$0	\$0	\$0			
construction engineering	\$0	\$373	\$39	\$0	\$0	\$0			
right-of-way	\$0	\$0	\$0	\$0	\$0	\$0			
PROJECT TOTALS	\$0	\$2,863	\$300	\$0	\$0	\$0	\$3,163	\$3,163	
<b>6 Lankershim SRTS McKinley St 9th to Base Line Crosswalk on Base Line at Valaria Dr (str11006)</b>									
design	\$0	\$69	\$0	\$0	\$0	\$0	SRTS	\$675	
environmental	\$0	\$0	\$0	\$0	\$0	\$0	RDA 04	\$69	
construction	\$0	\$0	\$587	\$0	\$0	\$0			
construction engineering	\$0	\$0	\$88	\$0	\$0	\$0			
right-of-way	\$0	\$0	\$0	\$0	\$0	\$0			
PROJECT TOTALS	\$0	\$69	\$675	\$0	\$0	\$0	\$744	\$744	
<b>7 6th Street and Elm Street SR2S Improvements (str12004)</b>									
design	\$0	\$50	\$0	\$0	\$0	\$0	SR2S	\$450	
environmental	\$0	\$0	\$0	\$0	\$0	\$0	RDA 04	\$50	
construction	\$0	\$0	\$391	\$0	\$0	\$0			
construction engineering	\$0	\$0	\$59	\$0	\$0	\$0			
right-of-way	\$0	\$0	\$0	\$0	\$0	\$0			
PROJECT TOTALS	\$0	\$50	\$450	\$0	\$0	\$0	\$500	\$500	
<b>8 ER PR DAF 01 Highland Ave (e/o SR 330) (str12001)</b>									
design	\$0	\$2	\$35	\$0	\$0	\$0	FHWA-ER	\$178	
environmental	\$0	\$0	\$0	\$0	\$0	\$0	Gas Tax	\$23	
construction	\$0	\$0	\$0	\$143	\$0	\$0			
construction engineering	\$0	\$0	\$0	\$21	\$0	\$0			
right-of-way	\$0	\$0	\$0	\$0	\$0	\$0			
PROJECT TOTALS	\$0	\$2	\$35	\$164	\$0	\$0	\$201	\$201	
<b>9 5th Street Storm Drain and Waterline (str07002)</b>									
design	\$0	\$0	\$0	\$0	\$0	\$0	RDA 04	\$1,182	
environmental	\$0	\$0	\$0	\$0	\$0	\$0	RDA 07	\$1,153	
construction	\$0	\$1,640	\$1,658	\$0	\$0	\$0	EVWD	\$1,458	
construction engineering	\$0	\$246	\$249	\$0	\$0	\$0			
right-of-way	\$0	\$0	\$0	\$0	\$0	\$0			
PROJECT TOTALS	\$0	\$1,886	\$1,907	\$0	\$0	\$0	\$3,793	\$3,793	
<b>10 Base Line Beautification Improvements (Cole to SR 210) (str07003)</b>									
design	\$0	\$0	\$0	\$0	\$0	\$0	Other Agency	\$50	
environmental	\$0	\$0	\$0	\$0	\$0	\$0			
construction	\$0	\$43	\$0	\$0	\$0	\$0			
construction engineering	\$0	\$7	\$0	\$0	\$0	\$0			
right-of-way	\$0	\$0	\$0	\$0	\$0	\$0			
PROJECT TOTALS	\$0	\$50	\$0	\$0	\$0	\$0	\$50	\$50	

CITY OF HIGHLAND  
5-YEAR CAPITAL IMPROVEMENT PROGRAM  
(FY 2014/2015 THROUGH 2018/2019)

(IN THOUSANDS OF DOLLARS)								
PROJECT DESCRIPTION	Prior	2014/2015	2015/2016	2016/2017	2017/2018	2018/2019	FUNDING SOURCE	FUNDING AMOUNT
<b>11 Base Line and Palm Ave (Article 3) (swk13001)</b>								
design	\$0	\$57	\$0	\$0	\$0	\$0	ART 3	\$320
environmental	\$0	\$0	\$0	\$0	\$0	\$0	RDA 04	\$102
construction	\$0	\$0	\$327	\$0	\$0	\$0	COSB	\$11
construction engineering	\$0	\$0	\$49	\$0	\$0	\$0		
right-of-way	\$0	\$0	\$0	\$0	\$0	\$0		
PROJECT TOTALS	\$0	\$57	\$376	\$0	\$0	\$0	\$433	\$433
<b>12 9th Street Safety Project and Pavement Rehab (Del Rosa Dr to Palm) and Palm Ave (Base Line to 5th) incl median modification on Palm Ave (str11002 and 11002a)</b>								
design	\$0	\$0	\$0	\$0	\$0	\$0	MSR I	\$871
environmental	\$0	\$0	\$0	\$0	\$0	\$0	HSIP	\$490
construction	\$0	\$890	\$542	\$0	\$0	\$0	RAC	\$76
construction engineering	\$0	\$133	\$81	\$0	\$0	\$0	Traf Safety	\$133
right-of-way	\$0	\$0	\$0	\$0	\$0	\$0	Mining Tax	\$76
PROJECT TOTALS	\$0	\$1,023	\$623	\$0	\$0	\$0	\$1,646	\$1,646
<b>13 3rd Street Victoria to Palm incl minor Storm Drain Extension (str14004)</b>								
design	\$0	\$0	\$203	\$0	\$0	\$0	SMBMI	\$115
construction	\$0	\$0	\$0	\$0	\$0	\$0	EDA	\$3,110
construction engineering	\$0	\$0	\$0	\$2,829	\$0	\$0	IVDA Agmt	\$85
right-of-way	\$0	\$0	\$0	\$424	\$0	\$0	RAC	\$31
PROJECT TOTALS	\$0	\$0	\$203	\$3,253	\$0	\$0	IVDA	\$115
<b>14 Cunningham, Hillview, Bruce and Crest Streets e/o Cunningham (str07009)</b>								
design	\$0	\$0	\$0	\$0	\$0	\$0	MSR I	\$482
construction	\$0	\$0	\$0	\$0	\$0	\$0	CDBG	\$350
construction engineering	\$0	\$0	\$989	\$0	\$0	\$0	EVWD	\$55
right-of-way	\$0	\$0	\$148	\$0	\$0	\$0	DIF-Local	\$250
PROJECT TOTALS	\$0	\$0	\$1,137	\$0	\$0	\$0	\$1,137	\$1,137
<b>15 10th/Drummond/Cole/14th SR2S Improvements (str12005)</b>								
design	\$0	\$50	\$0	\$0	\$0	\$0	SR2S	\$449
environmental	\$0	\$0	\$0	\$0	\$0	\$0	RDA 04	\$50
construction	\$0	\$0	\$397	\$0	\$0	\$0	COSB	\$7
construction engineering	\$0	\$0	\$59	\$0	\$0	\$0		
right-of-way	\$0	\$0	\$0	\$0	\$0	\$0		
PROJECT TOTALS	\$0	\$50	\$456	\$0	\$0	\$0	\$506	\$506
<b>16 5th Street Phase 1 (Victoria to Palm) (str07002)</b>								
design	\$0	\$0	\$0	\$0	\$0	\$0	RDA 07	\$235
environmental	\$0	\$0	\$0	\$0	\$0	\$0	SLPP	\$1,000
construction	\$0	\$0	\$2,062	\$0	\$0	\$0	DIF-Reg	\$1,000
construction engineering	\$0	\$0	\$309	\$0	\$0	\$0	ART 3	\$136
right-of-way	\$0	\$0	\$0	\$0	\$0	\$0		
PROJECT TOTALS	\$0	\$0	\$2,371	\$0	\$0	\$0	\$2,371	\$2,371
<b>17 Base Line Safety Improvements (SR 210 to Boulder) (str08002)</b>								
design	\$0	\$0	\$0	\$0	\$0	\$0	HSIP	\$683
environmental	\$0	\$0	\$0	\$0	\$0	\$0	RDA 04	\$948
construction	\$0	\$0	\$1,434	\$0	\$0	\$0	RAC	\$18
construction engineering	\$0	\$0	\$215	\$0	\$0	\$0		
right-of-way	\$0	\$0	\$0	\$0	\$0	\$0		
PROJECT TOTALS	\$0	\$0	\$1,649	\$0	\$0	\$0	\$1,649	\$1,649

CITY OF HIGHLAND  
5-YEAR CAPITAL IMPROVEMENT PROGRAM  
(FY 2014/2015 THROUGH 2018/2019)

(IN THOUSANDS OF DOLLARS)

PROJECT DESCRIPTION	Prior	2014/2015	2015/2016	2016/2017	2017/2018	2018/2019	FUNDING SOURCE	FUNDING AMOUNT
<b>18 West Highlands Bikeway Improvements incl pvmt rehab on Base Line (str14001)</b>								
design	\$0	\$0	\$272	\$0	\$0	\$0	MSRC	\$500
environmental	\$0	\$0	\$0	\$0	\$0	\$0	AQMD AB2766	\$500
construction	\$0	\$0	\$2,715	\$0	\$0	\$0	MSR I	\$2,015
construction engineering	\$0	\$0	\$407	\$0	\$0	\$0	COSB	\$282
right-of-way	\$0	\$0	\$0	\$0	\$0	\$0	RAC	\$97
PROJECT TOTALS	\$0	\$0	\$3,394	\$0	\$0	\$0	\$3,394	\$3,394
<b>19 Highland/Redlands Regional Connector</b>								
design	\$0	\$0	\$529	\$0	\$0	\$0	ATP	\$3,512
environmental	\$0	\$0	\$0	\$0	\$0	\$0	COR	\$68
construction	\$0	\$0	\$0	\$0	\$3,330	\$0	DIF-Reg	\$108
construction engineering	\$0	\$0	\$0	\$0	\$500	\$0	ART 3	\$703
right-of-way	\$0	\$0	\$0	\$32	\$0	\$0		
PROJECT TOTALS	\$0	\$0	\$529	\$32	\$3,830	\$0	\$4,391	\$4,391
<b>20 ER PR DAF 05 Highland Ave (Van Leuven to Pleasant View) (str12001)</b>								
design	\$0	\$0	\$13	\$0	\$0	\$0	FHWA-ER	\$146
environmental	\$0	\$0	\$0	\$0	\$0	\$0	Gas Tax	\$18
construction	\$0	\$0	\$0	\$131	\$0	\$0		
construction engineering	\$0	\$0	\$0	\$20	\$0	\$0		
right-of-way	\$0	\$0	\$0	\$0	\$0	\$0		
PROJECT TOTALS	\$0	\$0	\$13	\$151	\$0	\$0	\$164	\$164
<b>21 Church St, Palm Ave, 14 bus stops, Base Line trail, Omni-trans 3 bus stops (swk12001)</b>								
design	\$0	\$0	\$55	\$0	\$0	\$0	ART 3	\$244
environmental	\$0	\$0	\$0	\$0	\$0	\$0	Omni-trans	\$29
construction	\$0	\$0	\$550	\$0	\$0	\$0	Gas Tax	\$2
construction engineering	\$0	\$0	\$83	\$0	\$0	\$0	RDA 04	\$413
right-of-way	\$0	\$0	\$0	\$0	\$0	\$0		
PROJECT TOTALS	\$0	\$0	\$688	\$0	\$0	\$0	\$688	\$688
<b>22 Central Avenue 3rd to 5th (str07002)</b>								
design	\$0	\$0	\$0	\$0	\$14	\$0	IVDA Agmt	\$172
construction	\$0	\$0	\$0	\$0	\$138	\$0		
construction engineering	\$0	\$0	\$0	\$0	\$21	\$0		
right-of-way	\$0	\$0	\$0	\$0	\$0	\$0		
PROJECT TOTALS	\$0	\$0	\$0	\$0	\$172	\$0	\$172	\$172
<b>23 5th Street Phase 2 (Victoria to Palm) (str07002)</b>								
design	\$0	\$0	\$0	\$0	\$0	\$0	RDA 07	\$2,880
environmental	\$0	\$0	\$0	\$0	\$0	\$0		
construction	\$0	\$0	\$0	\$0	\$0	\$0		
construction engineering	\$0	\$0	\$0	\$0	\$2,504	\$0		
right-of-way	\$0	\$0	\$0	\$0	\$376	\$0		
PROJECT TOTALS	\$0	\$0	\$0	\$0	\$2,880	\$0	\$2,880	\$2,880
<b>24 Victoria Ave 3rd to 6th (str07002)</b>								
design	\$0	\$0	\$0	\$0	\$98	\$0	IVDA Agmt	\$1,225
construction	\$0	\$0	\$0	\$0	\$980	\$0		
construction engineering	\$0	\$0	\$0	\$0	\$147	\$0		
right-of-way	\$0	\$0	\$0	\$0	\$0	\$0		
TOTALS	\$0	\$0	\$0	\$0	\$1,225	\$0	\$1,225	\$1,225

CITY OF HIGHLAND  
5-YEAR CAPITAL IMPROVEMENT PROGRAM  
(FY 2014/2015 THROUGH 2018/2019)

(IN THOUSANDS OF DOLLARS)									
PROJECT DESCRIPTION	Prior	2014/2015	2015/2016	2016/2017	2017/2018	2018/2019	FUNDING SOURCE	FUNDING AMOUNT	
<b>25 3rd Street Palm to 5th (str07002)</b>									
design	\$0	\$0	\$0	\$0	\$0	\$0	IVDA Agmt	\$2,141	
environmental	\$0	\$0	\$0	\$0	\$0	\$0			
construction	\$0	\$0	\$0	\$0	\$1,862	\$0			
construction engineering	\$0	\$0	\$0	\$0	\$279	\$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>\$2,141</b>	<b>\$0</b>		<b>\$2,141</b>	<b>\$2,141</b>
<b>26 Palm Avenue 3rd to 5th (str07002)</b>									
design	\$0	\$0	\$0	\$0	\$0	\$0	IVDA Agmt	\$630	
environmental	\$0	\$0	\$0	\$0	\$0	\$0			
construction	\$0	\$0	\$0	\$0	\$548	\$0			
construction engineering	\$0	\$0	\$0	\$0	\$82	\$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>\$630</b>	<b>\$0</b>		<b>\$630</b>	<b>\$630</b>
<b>27 5th Street and Victoria Avenue Joint Project</b>									
design	\$0	\$0	\$0	\$0	\$186	\$0	RDA 07	\$996	
environmental	\$0	\$0	\$0	\$0	\$0	\$0	IVDA 50% Share	\$1,162	
construction	\$0	\$0	\$0	\$0	\$1,859	\$0	SMBMI	\$166	
construction engineering	\$0	\$0	\$0	\$0	\$279	\$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>\$2,324</b>	<b>\$0</b>		<b>\$2,324</b>	<b>\$2,324</b>
<b>28 5th St/SR 210 Intchg (undercrossing/5th St w/o S/B ramps) (str07002)</b>									
design	\$0	\$0	\$0	\$0	\$0	\$0	RDA 07	\$2,208	
construction	\$0	\$0	\$0	\$0	\$0	\$1,920			
construction engineering	\$0	\$0	\$0	\$0	\$0	\$288			
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>\$0</b>	<b>\$2,208</b>		<b>\$2,208</b>	<b>\$2,208</b>
<b>STREET AND SIDEWALK IMPROVEMENTS TOTAL</b>	<b>\$0</b>	<b>\$7,413</b>	<b>\$16,616</b>	<b>\$3,600</b>	<b>\$13,202</b>	<b>\$2,208</b>		<b>\$43,040</b>	<b>\$43,039</b>
<b>MISCELLANEOUS IMPROVEMENTS</b>									
<b>1 City Creek Levee Trails Project (Base Line to Highland Avenue)</b>									
design	\$0	\$0	\$15	\$0	\$0	\$0	Prop 84- NEFP	\$37	
construction	\$0	\$0	\$0	\$37	\$0	\$0	GCF	\$15	
construction engineering	\$0	\$0	\$0	\$0	\$0	\$0			
right-of-way	\$0	\$0	\$0	\$0	\$0	\$0			
<b>TOTALS</b>	<b>\$0</b>	<b>\$0</b>	<b>\$15</b>	<b>\$37</b>	<b>\$0</b>	<b>\$0</b>		<b>\$52</b>	<b>\$52</b>
<b>2 Street Light Acquisition (City-Wide)</b>									
Acquisition	\$0	\$0	\$2,000	\$0	\$0	\$0	GCF	\$700	
	\$0	\$0	\$0	\$0	\$0	\$0	Gas Tax	\$1,300	
	\$0	\$0	\$0	\$0	\$0	\$0			
<b>TOTALS</b>	<b>\$0</b>	<b>\$0</b>	<b>\$2,000</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>		<b>\$2,000</b>	<b>\$2,000</b>
<b>3 Base Line Trail (str06003)</b>									
design	\$0	\$0	\$37	\$0	\$0	\$0	RDA 04	\$382	
construction	\$0	\$0	\$366	\$0	\$0	\$0	In-Lieu Dev	\$75	
construction engineering	\$0	\$0	\$55	\$0	\$0	\$0			
right-of-way	\$0	\$0	\$0	\$0	\$0	\$0			
<b>PROJECT TOTALS</b>	<b>\$0</b>	<b>\$0</b>	<b>\$457</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>		<b>\$457</b>	<b>\$457</b>

CITY OF HIGHLAND  
5-YEAR CAPITAL IMPROVEMENT PROGRAM  
(FY 2014/2015 THROUGH 2018/2019)

(IN THOUSANDS OF DOLLARS)									
PROJECT DESCRIPTION	Prior	2014/2015	2015/2016	2016/2017	2017/2018	2018/2019	FUNDING SOURCE	FUNDING AMOUNT	
<b>4 Traffic Safety Device Improvements</b>									
design	\$0	\$0	\$0	\$0	\$0	\$0	Traf. Safety	\$200	
construction	\$0	\$0	\$0	\$200	\$0	\$0			
construction engineering	\$0	\$0	\$0	\$0	\$0	\$0			
right-of-way	\$0	\$0	\$0	\$0	\$0	\$0			
<b>TOTALS</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$200</b>	<b>\$0</b>	<b>\$0</b>		<b>\$200</b>	<b>\$200</b>
<b>5 Reflectivity Sign Replacement Project</b>									
design	\$0	\$0	\$0	\$0	\$0	\$0	Traf. Safety	\$53	
construction	\$0	\$0	\$0	\$53	\$0	\$0			
construction engineering	\$0	\$0	\$0	\$0	\$0	\$0			
right-of-way	\$0	\$0	\$0	\$0	\$0	\$0			
utility	\$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>\$53</b>
<b>MISC IMPROVEMENTS TOTAL</b>	<b>\$0</b>	<b>\$0</b>	<b>\$2,472</b>	<b>\$290</b>	<b>\$0</b>	<b>\$0</b>		<b>\$2,762</b>	<b>\$2,762</b>
<b>TRAFFIC SIGNAL IMPROVEMENTS</b>									
<b>1 Base Line/Greenspot Traffic Safety and Bikeway Improvements (sig13001)</b>									
design	\$0	\$47	\$0	\$0	\$0	\$0	SLPP	\$200	
construction	\$0	\$470	\$0	\$0	\$0	\$0	In-Lieu Dev	\$188	
construction engineering	\$0	\$71	\$0	\$0	\$0	\$0	DIF-Reg	\$200	
<b>TOTALS</b>	<b>\$0</b>	<b>\$588</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>		<b>\$588</b>	<b>\$588</b>
<b>2 Base Line &amp; 5th &amp; 5 Corridors MSRC Traffic Signal Coordination Imps (sig14001)</b>									
design	\$0	\$0	\$40	\$0	\$0	\$0	COSB	\$31	
construction	\$0	\$0	\$400	\$0	\$0	\$0	MSRC	\$325	
construction engineering	\$0	\$0	\$60	\$0	\$0	\$0	Traf Safety	\$144	
<b>TOTALS</b>	<b>\$0</b>	<b>\$0</b>	<b>\$500</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>		<b>\$500</b>	<b>\$500</b>
<b>3 Palm Ave/Cypress St - New Signal</b>									
	\$0	\$0	\$240	\$0	\$0	\$0	Traf. Safety	240	
								\$240	\$240
<b>TRAFFIC IMPROVEMENTS TOTAL</b>	<b>\$0</b>	<b>\$588</b>	<b>\$740</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>		<b>\$1,328</b>	<b>\$1,328</b>
<b>SUMMARY OF 5-YEAR CAPITAL IMPROVEMENT PROGRAM EXPENDITURES (in thousands of dollars)</b>									
<b>PUBLIC BUILDINGS</b>									<b>\$0</b>
<b>STUDIES AND TECHNOLOGY</b>									<b>\$900</b>
<b>DRAINAGE IMPROVEMENTS</b>									<b>\$7,286</b>
<b>STREET OVERLAYS AND SLURRY SEALS</b>									<b>\$4,561</b>
<b>BRIDGE IMPROVEMENTS</b>									<b>\$38,092</b>
<b>STREET AND SIDEWALK IMPROVEMENTS</b>									<b>\$43,039</b>
<b>MISCELLANEOUS IMPROVEMENTS</b>									<b>\$2,762</b>
<b>INTERCHANGE PROJECTS</b>									<b>\$15,225</b>
<b>TRAFFIC SIGNAL IMPROVEMENTS</b>									<b>\$1,328</b>
<b>TOTAL OF 5-YEAR CAPITAL IMPROVEMENT PROGRAM EXPENDITURES</b>									<b>\$113,193</b>

CITY OF HIGHLAND  
5-YEAR CAPITAL IMPROVEMENT PROGRAM  
(FY 2014/2015 THROUGH 2018/2019)

(IN THOUSANDS OF DOLLARS)								
PROJECT DESCRIPTION	Prior	2014/2015	2015/2016	2016/2017	2017/2018	2018/2019	FUNDING SOURCE	FUNDING AMOUNT
<b>5 YEAR BUDGET SUMMARY 2014/2015 Thru 2018/2019 (in thousands of dollars)</b>								
<b>Fund Source</b>							<b>Operating Budget</b>	<b>CIP Budget</b>
Redevelopment Agency-2004 Bond (RDA 04)								\$4,172
Redevelopment Agency-2007 Bond (RDA 07)								\$16,629
General Capital Finance (GCF)								\$3,561
San Manual Band of Mission Indians (SMBMI)								\$1,181
Measure I Valley Freeway Interchange (MSR I-VFI)								\$8,884
IVDA 50% Share								\$1,162
Measure I (MSR I)								\$5,239
Measure I Major Street (MSR I-Mjr St)								\$287
Community Development Block Grant (CDBG)								\$1,354
Gas Tax							\$7,000	\$1,343
Proposition 84 - Nature Education Facilities Program (Prop 84-NEFP)								\$37
San Bernardino City (COSB)								\$1,528
San Bernardino County (SB County)								\$245
In-Lieu Development Fee (In-Lieu Dev)								\$263
Highway Bridge Program (HBP)								\$27,435
Projects of Regional and National Significance (PRNS)								\$2,000
Toll Credits								\$168
Development Impact Fee-Regional Transportation System (DIF-Reg)								\$3,057
Development Impact Fee-Local Transportation System (DIF-Local)								\$250
Federal Highway Administration-Emergency Relief (FHWA-ER)								\$324
State Safe Routes to School (SR2S)								\$899
TDA Article 3 (Art 3)								\$1,403
Inland Valley Development Agency Airport Agreement (IVDA Agmt)								\$6,987
Inland Valley Development Agency (IVDA)								\$115
Insurance Fund (Ins. Fund)								\$433
Highway Safety Improvement Program (HSIP)								\$1,173
Transportation Enhancement (TE)								\$664
AQMD-AB 2766							\$225	\$500
San Bernardino County Flood Control District (SBCFCD)								\$6,900
Mining Tax								\$165
Omni-trans								\$29
Others								\$50
Mobile Source Reduction Review Committee (MSRC)								\$825
City of Redlands (COR)								\$68
Active Transportation Program (ATP)								\$3,512
State/Local Partnership Program (SLPP)								\$1,200
Federal Safe Routes to School Program (SRTS)								\$1,186
Bicycle Transportation Account (BTA)								\$648
Economic Development Administration (EDA)								\$3,110
CalRecycle Grant Program (RAC)								\$241
Traffic Safety								\$859
Orange County Flood Control (OC)								\$843
East Valley Water District (EVWD)								\$2,264
<b>FUNDING SOURCE TOTAL</b>							<b>\$7,225</b>	<b>\$113,193</b>
<b>Total</b>								<b>\$120,418</b>

**CITY OF HIGHLAND  
2015-2017 BIENNIAL BUDGET**

**BRIEF DESCRIPTION OF CAPITAL PROJECTS (FY 2015/2016 & FY 2016/2017)**

**STUDIES AND TECHNOLOGY**

1. Victoria Avenue Interchange Project Report - Participate with other agencies in the development of a study to determine the cost and feasibility of a new interchange.

**DRAINAGE IMPROVEMENTS**

1. Carriage Hill Storm Drain (located behind Carriage Hill Subdivision) – Extend the existing storm drain down to the toe of the slope as an above-ground facility to prevent further erosion of the slope.

**STREET OVERLAYS AND SLURRY SEALS**

1. City Wide Overlay-City's annual pavement management program.
2. CDBG Area Overlay projects.
3. Joint EVWD projects.
4. City Wide Slurry- City's annual pavement management program.
5. City Wide Crack Seal- City's annual pavement management program.
6. Del Rosa Drive Rehabilitation (Base Line to Pacific Street - Pavement rehabilitation and repairs. Joint project with the County of San Bernardino.

**BRIDGE IMPROVEMENTS**

1. Greenspot Road Bridge (at Santa Ana River) – With completion of the new bridge, existing ground affected by construction will be returned to its pre-project conditions in accordance with the approved habitat restoration plan.
2. Boulder Avenue (San Manuel Entrance to Greenspot Road) – Complete the overall Boulder Avenue Improvements and Bridge Widening. The improvements include pavement rehabilitation and slurry seal application, median landscape, sidewalks/handicap accessibility pathways and multi-purpose trail improvements, new traffic signal interconnect system, street and trail lighting, sound wall modifications and other miscellaneous improvements.
3. Base Line Bridge (at City Creek) – New Bridge at City Creek to replace low water crossing.
4. Orange Street Bridge (at Plunge Creek) – Replace existing 2-lane Bridge with a new 4-lane Bridge at Plunge Creek.

**CITY OF HIGHLAND  
2015-2017 BIENNIAL BUDGET**

**BRIEF DESCRIPTION OF CAPITAL PROJECTS (FY 2015/2016 & FY 2016/2017)**

**STREET AND SIDEWALK IMPROVEMENTS**

1. City-wide Sidewalks (New & Repairs) – Repair of existing sidewalks at various locations and construction of new sidewalks and handicap ramps.
2. Cypress and Thompson SRTS (9<sup>th</sup> Street from Cunningham Street to Palm Avenue) – Construct curb, gutter and sidewalk improvements to fill-in missing gaps. Construct in-pavement lighted crosswalk and curb ramps at Church Avenue and Norwood Street.
3. Greenspot Road BTA (Santa Paula Street to Greenspot Road Bridge) – Construct pavement widening to provide a class II bike lane in both directions. The project also includes construction of major trail node Kiosk, installation of way-finding signs and bike racks.
4. Greenspot Road Widening – Construct storm drain outlet improvements on 5<sup>th</sup> Street at City Creek.
5. Lankershim SRTS (McKinley Street from 9<sup>th</sup> Street to Base Line) – Construct street widening, curb, gutter and sidewalk improvements to fill-in missing gaps. Construct in-pavement lighted crosswalk and curb ramps at the intersection of Base Line and Valaria Drive.
6. Warm Springs SR2S (6<sup>th</sup> Street and Elm Street) – Construct curb, gutter, sidewalk, driveways, handicap ramps and infill pavement along the north side of 6<sup>th</sup> Street between Del Rosa Drive and Sterling Avenue, and along both sides of Elm Street between 6<sup>th</sup> Street and 9<sup>th</sup> Street.
7. Permanent Restoration on Highland Avenue (SR330 to approximately 600' east of Summertrail Place) – Repair curb, gutter, barrier rail, catch basins, pavement surface and striping.
8. 5<sup>th</sup> Street Storm Drain and Waterline (5<sup>th</sup> Street east of Central Avenue) – Construct storm drain, waterline and sewer bypass within County Flood Control right-of-way.
9. Article 3 Base Line and Palm Avenue – Construct sidewalk gap closures on Base Line between Del Rosa Drive and Cole Avenue, and on Palm Avenue between Meines Street and the City Creek Channel.
10. 9<sup>th</sup> Street Safety Improvements (Del Rosa Drive to Palm Avenue) – Construct pavement widening, slurry seal, striping inclusive of a center two-way turn lane and bike lanes, pedestrian countdown heads and two in-pavement lighted crosswalks.
11. 3<sup>rd</sup> Street (Victoria Avenue to Palm Avenue) – Major pavement rehabilitation, drainage improvements, and construct street widening, curb, gutter, sidewalk, and street lights. Joint project with the San Manuel Band of Mission Indians and IVDA.
12. Hillview Neighborhood (Bruce Street, Crest Street, Hillview Street and Cunningham Street) Construct curb, gutter, and sidewalk improvements. Also construct storm drain improvements on Bruce Street.

**CITY OF HIGHLAND  
2015-2017 BIENNIAL BUDGET**

**BRIEF DESCRIPTION OF CAPITAL PROJECTS (FY 2015/2016 & FY 2016/2017)**

13. Cole and Cypress SR2S (10<sup>th</sup> Street, Drummond Avenue, Cole Avenue and 14<sup>th</sup> Street) Construct sidewalk, driveways and handicap ramps. Construct in-pavement lighted crosswalk and curb ramps at the intersection of Cole Avenue and Messina Street.
14. 5<sup>th</sup> Street Phase 1 (Victoria Avenue to Palm Avenue) – Design for construction of curbs, gutters and sidewalks on both sides of street.
15. Base Line (SR 210 to Boulder) – Pavement rehabilitation, traffic calming and safety improvements including median and turning pockets.
16. West Highlands Bikeway Improvements – Pavement rehabilitation and construction of bike lanes on Base Line from Del Rosa Drive to Cole Avenue. Other bikeway improvements include way finding signs, bicycle detection systems and shared lane markings along Sterling Avenue and Victoria Avenue.
17. Highland/Redlands Regional Connector – Provide non-motorized connectivity along Boulder Avenue/Orange Street, and student access to Arroyo Verde and Highland Grove Elementary Schools, Beattie Middle School and Citrus Valley High School. Design bikeway and walkway improvements, including public outreach efforts. Joint project with the city of Redlands.
18. Permanent Restoration Highland Avenue (Van Lueven to Pleasant View) – Repair fence, curb, gutter, sidewalk, drive approach, catch basin, pavement surface, irrigation and ground cover.
19. Article III Transit and Pedestrian Access Improvements – Construct pavement widening, curb and gutter, sidewalk, and bus stop improvements at 17 bus stops throughout the City.

**MISCELLANEOUS IMPROVEMENTS**

1. City Creek Levee Trails – Construct a new 2 mile connector trail along City Creek levee between Base Line and Highland Avenue.
2. Street Light Acquisition (City-Wide) – Purchase of Edison street lighting system.

**INTERCHANGE PROJECTS**

1. 5<sup>th</sup> Street/Greenspot at SR 210-Widening between SR 210 ramps and ramp improvements.
2. Base Line at SR 210- Widening between SR 210 ramps and ramp improvements, including widening from Church Avenue to Seine Avenue.

**TRAFFIC SIGNAL IMPROVEMENTS**

1. MSRC Traffic Signal Coordination - Signal Synchronization improvements on 7 major corridors.
2. Palm Avenue/Cypress Street Signal – Construct traffic new signal.

**CITY OF HIGHLAND  
2015-2017 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.

	FY 2012-2013	FY 2013-2014	FY 2014-2015	FY 2015-2016	FY 2015-2016
Adopted Appropriations Limit FY 2011-2012	26,055,564	27,241,418	28,835,631	28,934,780	28,934,780
Adjustment Factor	1.0455	1.0585	1.0034		1.0451
Assumed Responsibilities	-	-	-	-	-
Adopted Appropriations Limit FY 2012-2013	27,241,418	28,835,631	28,934,780	30,238,778	
Appropriations Limit	<u>FY 2012-2013</u> 27,241,418	<u>FY 2013-2014</u> 28,835,631	<u>FY 2014-2015</u> 28,934,780	<u>FY 2015-2016</u> 30,238,778	
Appropriations Subject to the Limit	11,782,255	12,515,581	12,889,855	14,234,238	
Appropriations Limit Margin	(15,459,163)	(16,320,050)	(16,044,925)	(16,004,540)	
% of App. Subject/App. Limit	43.25%	43.40%	44.55%	47.07%	



**CITY OF HIGHLAND  
2015-2017 BIENNIAL BUDGET**

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**CITY OF HIGHLAND  
2015-2017 BIENNIAL BUDGET**

**ABBREVIATIONS and ACRONYMS**

AB - Assembly Bill.

ADA - Americans with Disabilities Act.

AQMD - Air Quality Management District.

Asst. - Assistance or Assistant.

ATP - Active Transportation Funds.

BTA - Bicycle Transportation Account.

CAFR - Comprehensive Annual Financial Report.

CAL-ID - California Identification Program.

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.

COSB - County of San Bernardino/City of San Bernardino

CRV - California Redemption Value.

CSA - County Service Area.

CSMFO - California Society of Municipal Finance Officers.

CTC - Community Trails Committee.

CTD - Community Trails District.

**CITY OF HIGHLAND  
2015-2017 BIENNIAL BUDGET**

**ABBREVIATIONS and ACRONYMS**

CVC - California Vehicle Code.

Dept. - Department.

Dev. - Developer or Development.

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

Dir. - Director

Dist. - District.

DOF - California State Department of Finance.

D/S - Debt Service.

EAP - Employee Assistance Program.

EDA - Economic Development Administration.

EDI - Economic Development Initiative.

ELC - Environmental Learning Center.

Eng. - Engineering.

EPA - Environmental Protection Agency.

ERAF - Education Revenue Augmentation Fund.

EVWD - East Valley Water District.

FEMA - Federal Emergency Management Agency.

FHWA - Federal Highway Administration.

FPPC - Fair Political Practices Commission.

FTE - Full Time Equivalent.

GAAFR - Governmental Accounting Auditing and Financial Reporting.

GAAP - Generally Accepted Accounting Principles.

**CITY OF HIGHLAND  
2015-2017 BIENNIAL BUDGET**

**ABBREVIATIONS and ACRONYMS**

GASB - Governmental Accounting Standards Board.

GCF - General Capital Financing fund.

Gen. - General

GFOA - Government Finance Officers Association.

GIS - Geographic Information System.

Gov't - Government.

GPA - General Plan Amendment.

HA - Housing Authority.

HBP - Highway Bridge Program.

HBRR - Highway Bridge Rehabilitation Replacement.

HCD - Housing and Community Development.

HCP - Highland Conservation Plan.

HdL - Hinderliter de Llamas.

HES - Hazard Elimination Safety.

HHW - Household Hazardous Waste.

HIT - Highland Improvement Team.

HSIP - Highway Safety Improvement Program.

HUD - Housing and Urban Development.

Int. - Interest.

IRS - Internal Revenue Service.

ICSC - International Council of Shopping Centers.

IVDA - Inland Valley Development Agency.

**CITY OF HIGHLAND  
2015-2017 BIENNIAL BUDGET**

**ABBREVIATIONS and ACRONYMS**

JAG - Justice Assistance Grant.

JPA - Joint Powers Agreement.

JTPA - Job Training Partnership Act.

LAFCO - Local Agency Formation Commission.

LAIF - Local Agency Investment Fund.

LED - Light Emitting Diodes

LOCC - League of California Cities.

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

LMD - Landscape Maintenance District.

LMIH - Low and Moderate Income Housing.

MSR I - Measure I.

MSRC - Mobile Source Reduction Committee.

Misc. - Miscellaneous.

MWD - Municipal Water District.

NIP - Neighborhood Initiative Program.

NPDES - National Pollutant Discharge Elimination System.

OB - Oversight Board.

O&M - Operations and Materials.

OTS - Office of Traffic Safety.

PARSAC - Public Agency Risk Sharing Authority of California.

PERS - Public Employees Retirement System.

PMD - Parks Maintenance District.

**CITY OF HIGHLAND  
2015-2017 BIENNIAL BUDGET**

**ABBREVIATIONS and ACRONYMS**

PNRS - Projects of National and Regional Significance.

POP - Problem Oriented Policing.

Prog. - Program.

RAC - Rubberized Asphalt Concrete.

RDA - Redevelopment Agency.

ROPS - Recognized Obligation Payment Schedule

RPTTF - Revenue Property Tax Transfer Fund

SANBAG - San Bernardino Association of Governments.

SARDA - Successor Agency to the Redevelopment Agency

SB - Senate Bill.

SBCFCD - Bernardino County Flood Control District.

S.B. - San Bernardino.

S.B. Co - San Bernardino County.

SLD - Street Light District.

SLPP - State and Local Partnership Program.

SLTPP - State and Local Transportation Partnership Program.

SMIP - Strong Motion Instrumentation Program.

SMARA - State Mining and Reclamation Act.

SR - State Route.

SR2S - Safe Routes to Schools (federal grant).

SRTS - Safe Routes to Schools (state grant).

S/SDMD - Street & Storm Drain Maintenance District.

**CITY OF HIGHLAND  
2015-2017 BIENNIAL BUDGET**

**ABBREVIATIONS and ACRONYMS**

STP - Surface Transportation Grant.

Svcs. - Services.

SYETP - Summer Youth Employment Training Program.

TDA - Transportation Development Act.

TOT - Transient Occupancy Tax.

USA - Underground Service Alert.

VFI - Valley Freeway Interchange.

VLf - Vehicle License Fee.

Vol. - Volunteer.

WDA - Waste Delivery Agreement.

**RESOLUTION NO. 2015-**

**A RESOLUTION OF THE CITY COUNCIL OF THE  
CITY OF HIGHLAND, CALIFORNIA, ADOPTING A BIENNIAL BUDGET  
FOR FISCAL YEARS 2015-2017**

**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 2015-2017, 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 \$34,483,175 and \$32,357,830, estimated fund balance reserves of \$36,931,078 and \$34,153,348, and total estimated expenditures of \$44,095,000 and \$35,135,560 for fiscal years 2015-2016 and 2016-2017 respectively.

**PASSED, APPROVED AND ADOPTED** this 23rd day of June 2015.

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

ATTEST:

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



**RESOLUTION NO. HA2015-**

**A RESOLUTION OF THE HIGHLAND HOUSING AUTHORITY OF THE  
CITY OF HIGHLAND, CALIFORNIA, ADOPTING A BIENNIAL BUDGET  
FOR FISCAL YEARS 2015-2017**

**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 2015-2017, 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 \$131,800 and \$131,800, estimated fund balance reserves of \$601,731 and \$565,611, and total estimated expenditures of \$226,800 and \$167,920 for fiscal years 2015-2016 and 2016-2017 respectively.

**PASSED, APPROVED AND ADOPTED** this 23rd day of June 2015.

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

ATTEST:

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



**RESOLUTION NO. SARDA 2015-**

**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 2015-2017**

**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 2015-2017, 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 \$8,179,010 and \$8,183,340, estimated fund balance reserves of \$11,928,235 and \$10,598,385, and total estimated expenditures of \$12,446,035 and \$9,513,190 for fiscal years 2015-2016 and 2016-2017 respectively.

**PASSED, APPROVED AND ADOPTED** this 23rd day of June 2015.

\_\_\_\_\_  
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.

