

BIENNIAL ADOPTED BUDGET
Fiscal Years 2023 and 2024



CITY OF REDLANDS
CALIFORNIA

**CITY OF REDLANDS
BIENNIAL ADOPTED BUDGET
FISCAL YEARS 2023 AND 2024**

CITY COUNCIL

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Eddie Tejada, Mayor Pro Tempore

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Council Member

Denise Davis
Council Member

Jenna Guzman-Lowery
Council Member

ELECTED OFFICIALS

Jeanne Donaldson, City Clerk
Robert Dawes, City Treasurer

APPOINTED OFFICIALS

Charles M. Duggan, Jr, City Manager
Yvette M. Abich Garcia, City Attorney

MANAGEMENT TEAM

Janice McConnell, Assistant City Manager
Chris Boatman, Assistant City Manager
Brian Desatnik, Development Services Director
Rich Sessler, Fire Chief
Don McCue, Library Director
Danielle Garcia, Management Services / Finance Director
John Harris, Municipal Utilities and Engineering Director
Chris Catren, Chief of Police

BUDGET PREPARATION STAFF

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*Special thanks
to the
Budget Committee
and
Budget Preparation Team*

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CHARLES M. DUGGAN, JR.
City Manager

City of
REDLANDS

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CITY MANAGER'S BUDGET MESSAGE
FY 2022-23 & 2023-24

I am pleased to present the City's first biennial (two-year) budget covering Fiscal Years 2022-23 and 2023-24 (referred to as FY 2023 and FY 2024 from this point forward). As such, the City Manager's FY 2023 & 2024 Proposed Biennial Budget builds on the City's continuing recovery from the pandemic and the significant addition of Measure T sales tax revenue, while investing in enhancements to services, infrastructure and programs that will promote our community's quality of life for decades to come.

As we turn the page on the budget cuts of Fiscal Year 2020-21 (FY 2021), necessitated by the pandemic and its resulting toll on our economy & community, we can take stock of the rebuilding that was possible before the year ended: partially restoring critical funding for public safety staffing and equipment; and restoring funding for essential general maintenance services. With the addition of Measure T sales tax revenues, service level enhancements were also possible.

During Fiscal Year 2021-22 (FY 2022), the City achieved its goal of developing a strategic vision for Redlands by following the steps in this plan: conducting a citizen satisfaction survey, creating a Six-Year Strategic Plan, and establishing Council & management priorities. The culmination of these efforts is embodied in the FY 2023 & 2024 Biennial Budget, which presents not just a simple balancing of revenues and expenditures, but a two-year financial and operating plan that allocates resources on the basis of identified goals. Thus, this budget incorporates a longer-term perspective, strategic intent and service demand planning than previous city budgets.

BACKGROUND

During the development of the FY 2023 & 2024 Proposed Budget, departments were asked to submit their requests in two phases – a minimal operating budget and a list of supplemental requests. The first involved preparing a budget for the next two fiscal years that included only the minimum amount of resources needed to maintain existing service levels and essential staff, with no additional funding to address new programs, new equipment additional employees or deferred maintenance. The second was to create a listing of critical operating, capital, and additional staffing needs that would address deferred maintenance, retire aged and inadequate equipment and facilities, and enhance service levels according to the priorities identified in both the Six-Year Strategic Plan and goals of Measure T.

After assessing the minimal operating needs of each department, each list of supplemental requests was evaluated for its relevance to critical capital needs, the Strategic Plan, and the intended uses for Measure T funds to determine if such requests could be included for funding in either fiscal year. The Management Team and I made decisions based on the priorities mentioned above, and weighed these against revenue forecasts, and now submit this budget document on that basis.

Framing the development of funding requests, on March 15, 2022 the City Council adopted the 2023 – 2028 Strategic Plan. The City's multi-year strategic priorities include:

- Quality of Life: ensure that Redlands continues to be a vibrant community that honors its heritage and provides a broad range of opportunities to live, work and play
- Public Health & Safety: enhance services and programs so that all community members are safe, sheltered and have access to Redlands' core services
- Equity & Inclusion: cultivate wide-ranging community engagement and a work force that strives to ensure everyone in the community has access to City services and facilities
- Sustainability: preserve and protect what makes Redlands special by maintaining core services, infrastructure and community values

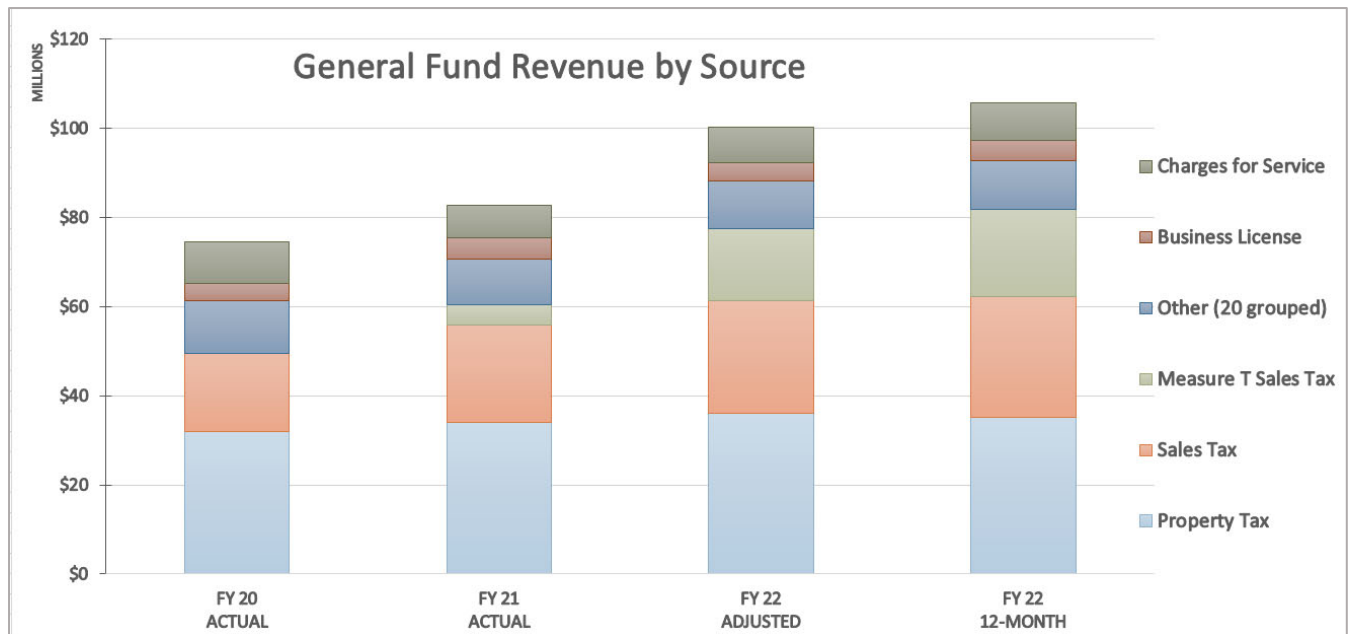
As noted throughout, the investments included in this biennial budget include resources to address the strategic priority areas and also position the City to meet any economic challenges that may lie ahead.

The following sections summarize and provide further detail on the City Manager's General Fund budgets for FY 2022, 2023, & 2024. Included in these sections is an overview of Measure T spending. These sections are followed by a short discussion of other major funds.

FISCAL YEAR 2022 OVERVIEW

During this fiscal year, the economy as a whole saw a significant turn towards pre-pandemic normalcy and has generally been characterized as being on a general path of recovery. Schools resumed in-person instruction, restaurants opened to diners, gyms resumed operations, and travel increased. Employment and job growth saw significant gains almost reaching pre-pandemic levels. Despite the sharp price increases, the number of home sales and new starts grew robustly. Consumer spending continues to rebound and, as a result of inflation, is growing at a faster rate than other post-recession periods.

All of these indicators contributed positively to the City's two main sources of General Fund revenue: sales & property tax. The passage of Measure T and the favorable reallocation of point-of-sale Amazon warehouse sales tax have each bolstered the sales tax revenue stream even further. It is estimated that Measure T will generate \$19.4 million and that the added sales tax from Amazon will generate an additional \$1.6 million in sales tax for the City. As a result, staff anticipates sales tax to exceed mid-year revised estimates by roughly \$5.2 million, this along with some other, less significant fluctuations is contributing to roughly \$5.6 million in higher revenues over adjusted mid-year estimates.



In addition to revenues, FY 2022 saw an extraordinary land sale that was recorded in the Solid Waste and Wastewater funds, the excess proceeds of which were transferred into the General Fund in the amount of \$43.4 million. These proceeds were partially used on the acquisition of other capital assets and partially set aside in a future facilities reserve for the building projects described below.

Turning the focus to appropriations, many large transactions took place during the fiscal year. In September 2021, the Council voted to purchase 300 East State Street, a six-story building in downtown Redlands, to house the City’s future municipal offices. The \$16 million dollar purchase was funded by both the General Fund and enterprise funds, with the General Fund contributing \$14 million of this purchase. In March 2022, purchase of 1625 West Redlands Boulevard (the former site of the Kmart building) was finalized. This property will serve as the future home to the Redlands Police Department, fulfilling a long-standing need for the department to have a centralized facility to house its operational and tactical divisions.

In addition to the purchase of these two major properties, the City incorporated the ongoing property management of 300 East State Street and its existing tenants into its General Fund as a new division within the Facilities and Community Services Department. The City also initiated a comprehensive LED Streetlight Replacement Program for \$1.3 million dollars. The project is anticipated to reduce City expenditures by \$4.5 million over a 20-year period as a result of energy savings and reduced maintenance costs.

As we bring FY 2022 to a close, there are several significant developments that will have an impact on the City’s landscape and local economy. The development of the former Redlands Mall site has been set in motion with a unanimous vote by the Council and Planning Commission supporting the State Street Village project. The primary features of the proposed project consist of five new buildings, four of which will have retail and restaurant uses on the ground floor with multifamily residential units on upper floors. The project will also feature a civic plaza, outdoor seating and dining areas, a water feature and pedestrian

improvements. The State Street Village development will revitalize the downtown core with attractive new buildings and new businesses and, as a result, provide additional revenue from sales tax, increased property tax assessment, business license tax, and other revenue sources which could contribute to the stability of the General Fund and economic landscape.

Another key development was the City’s hiring of a homeless solutions coordinator. In its inaugural community satisfaction survey, the City asked to what degree, if at all, homelessness is a problem in Redlands, and almost 9 in 10 residents indicated that it was a major or moderate problem. The homeless solutions coordinator will focus on collaborating with existing non-profits and county agencies to connect both transitory and chronically homeless individuals with resources and services, including housing, education, job assistance, medical services and substance abuse counseling. In addition to coordinating delivery of services to unhoused individuals, this position will work closely with the Redlands Police Department and the Code Enforcement Division to monitor and address blight in the City.

Along with this new position, the City was awarded a grant of \$30 million from State of California’s Project Homekey to fund the conversion of an existing motel into supportive housing to provide shelter and services for the City’s homeless population, one of only 13 new Homekey projects statewide.

FISCAL YEAR 2023 OVERVIEW

The proposed FY 2023 General Fund budget is balanced and includes many enhancements to service levels; replacement of aging infrastructure and equipment; and the addition of essential staff required to deliver services to the community. All of this progress has been made possible by the prudent fiscal control exercised by Council and the city’s management team, and by the voters of Redlands, who have been a wonderful partner in our mission to achieve long-term financial sustainability for the City. Measure T and the additional sales tax that it is generating have enabled investment in some of the City’s longest standing needs, including the need for a Police Department facility and the addition of new fire stations and personnel to meet service demands of an expanding community.

In FY 2023 we look forward to the following Measure T spending plan:

Fiscal Year 2023

Projected Measure T Sales Tax Revenue \$18,207,000

Proposed *Spending* for Fiscal Year 2023

Ongoing Costs of Additional Staffing funded previously by Measure T -

- 11 full time & 8 part time Police Dept. positions, including 5 police officers
- 2 full time & 2 part time positions in the Library, fully restoring prior hours of service
- 2 full time positions in the Fire Dept.

\$ 1,970,230

Ongoing Costs from Service Level Enhancements funded previously by Measure T – Police Department: Equipment Leases, IT Equipment & Contract Services Capital leases & contractual services (Parks, Streets, Trees, etc.)	<u>\$ 1,889,211</u>
Ongoing Costs from Additional New Staffing for FY 2023 – Police Department (2 dispatchers, 2 police officers, etc.) Fire Department (Battalion Chief, 3 Fire Engineers, etc.) Facilities & Community Services Department (maintenance, recreation, etc.) Library (library specialist, maintenance workers, etc.)	<u>\$ 2,734,846</u>
One-Time Service Level Enhancements -	
Replace & upgrade various park facilities (Master Plan, lighting, playgrounds)	863,000
Upgrade & enhance Community & Senior Center Facilities	636,500
Address Building & Facilities deferred maintenance	334,000
Replace aged and outdated maintenance equipment	85,000
Downtown & Gateway Improvements	340,000
Police Department specialized IT software & hardware	123,915
Specialized Law Enforcement equipment	313,914
Emergency Operations Center Remodel	190,000
Traffic & Parking Improvements	100,000
	<u>\$ 2,986,329</u>
Ongoing Service Level Enhancements -	
Annual City contribution for Project Homekey Homelessness Solutions grant	700,000
Additional programs for Community & Senior Center Facilities	136,600
Vehicle replacement leases for Recreation	31,000
Various specialized Police software tools and hardware	114,095
Citywide Sidewalk/ADA Replacement	500,000
Alley Improvement Project	800,000
Cash match for CA State Infrastructure Grant (Library)	200,613
Homeless Solutions Coordinator	108,401
	<u>\$ 2,592,409</u>
Capital Improvement / Additions to Reserves -	
Addition to Future Facilities Reserve (for future debt service)	2,700,000
Tree trimming for 25% of City Trees	1,000,000
Remodel of Fire Station 262	1,500,000
Fire Department light vehicle replacement	160,000
Vactor Truck purchase for Streets & Inspections	650,000
Traffic Signal Cabinets & Components	75,000
	<u>\$ 6,085,025</u>
Projected Total Measure T <i>Spending</i>	\$ 18,258,025

Projections from the City’s sales tax consultant forecast that Measure T sales tax revenue will generate roughly \$18.2 million for Fiscal Year 2023. With these funds, plans include \$2.7 million for the debt financing of three fire stations, the renovation and commissioning of a new Safety Hall Police facility, and

the purchase of additional fire engines. The Fire Department will be able to improve service levels with the addition of two new fire stations and the relocation of a third. This will increase the four-minute service area by 60%, providing a dramatic improvement in the ability of first responders to reach areas within the community that are currently outside of a four-minute response time window. Currently, only 34% of the city is within an Effective Response Force (ERF) during congested periods.

Since 2008, the Redlands Police Department has operated out of an 80-year old building and multiple satellite locations that house its various operating & tactical divisions. This has proven problematic for many reasons. The main hub for patrol staff also doubles as the City's Emergency Operations Center, limiting space for locker rooms and equipment storage. Investigations and Special Enforcement Teams operate in a different location from patrol, reducing the opportunity for communications and information sharing that would naturally occur if the staff operated out of a single facility. Lastly, there is no public or civic space currently available within the existing police facilities. With the purchase of the former Kmart building and property, the City has taken the first step towards providing a true Safety Hall to centralize police personnel and facilities. This will enable multiple operational efficiencies and expand on its ability to better serve the community.

In addition to these major investments, public safety staffing will also be bolstered. The positions included in the Police Department's budget request will add two dispatchers, two community service officers, a crime analyst, a property & evidence technician, two customer service representatives, and two police officers. The dispatchers, customer service representatives, community service officers, and the property and evidence technician are all front-line service providers to those seeking assistance from the department. The police officers will be assigned to the Multiple Enforcement Team and the Street Enforcement Team to address violent street crime and related investigations as part of the department's crime suppression efforts. The additional support staff requested in the budget will work behind the scenes to improve service levels for both internal and external customers.

For the Fire Department, the budget request includes funding for the addition of an administrative battalion chief, 3 fire engineers, a plans examiner and an emergency operations specialist. Each of these positions positively impacts the department's front line services, enabling streamlined plan check, permitting and customer service within the Community Risk Reduction Division while also providing oversight and program management in administration. Lastly, the new staffing will increase the number of emergency responders on duty on a daily basis.

Aside from improvements for public safety staffing and facilities, there are other noteworthy investments in public infrastructure included in FY 2023 Proposed Budget. More than \$636,000 in improvements are slated for the Community Center and two senior centers, including renovation of the multi-purpose room; remodel of the gym lobby; game room and classroom renovations; refinishing of the gym and racquetball floors; and general lighting, flooring and repainting projects for the senior centers.

For parks, a Parks Master Plan will be commissioned with the intent of guiding future maintenance, development and operation of the City's parks and recreation system for at least the next 10 years. This plan is a valuable tool to assess current and future recreational needs, evaluate feasible options, develop a strategic action plan, and budget for long-term or phased-in development and improvements. Along with this plan, there are also renovations planned for parking lots, lighting, and playground safety for various City parks. Lastly, as the community moves out of the pandemic-related social distancing

restrictions and begins to transition to a new normal, plans for the return of market night include the acquisition of crowd-protecting barriers for the downtown area for events like market night. The barriers will be designed to promote the City's vibrant public spaces and support a variety of pedestrian experiences while seamlessly integrating security into existing and future events.

Another long-standing need involves the exploration of potential housing options for the homeless population in Redlands. Homelessness has been acknowledged by many within the community as a growing crisis requiring resources, collaboration and partnerships led by local government. On September 9, 2021, the Department of Housing and Community Development (HCD) released a Notice of Funding Availability (NOFA) for Homekey Round 2. Project Homekey is part of a statewide effort to sustain and rapidly expand housing for persons experiencing homelessness or at risk of homelessness. It provides funding directly to local public entities to develop a broad range of housing types, including but not limited to hotels, motels, hostels, single-family homes and multifamily apartments, adult residential facilities, and manufactured housing, and to convert commercial properties and other existing buildings.

The City has applied for and been awarded a grant for up to \$30 million for a project designed to convert an existing hotel into permanent supportive housing for families and individuals experiencing homelessness. The project involves the development and management of a 98-unit homeless housing project. The approach incorporates an all-inclusive model framework of wrap-around support. Shangri-La Industries, LLC and Step Up on Second, Inc. will form a single asset entity partnership to own the existing Good Nite Inn located in Redlands. The City will act as a financial partner, with a contribution of \$3.5 million in funding for the project and additional supportive services over a period of at least seven (7) years and will act as lead applicant for available grant funding and housing rental subsidies.

Integral to these efforts and also complimenting the City's overall efforts to provide and connect unhoused individuals to resources & services, the City recently hired a homeless solutions coordinator. The position will oversee projects designed to provide services and reduce homelessness in the City, including the conversion of the Good Nite Inn. In addition, the position will focus on collaborating with existing non-profits and county agencies to connect both transitory and chronically homeless individuals with resources and services, including housing, education, job assistance, medical services and substance abuse counseling. The position marks significant effort and dedication of resources to address individual and community issues surrounding homelessness.

At the conclusion of FY 2023, the City's memoranda of understanding with each of its labor partners, consisting of 9 bargaining units, will expire. The Council has taken action to initiate negotiations well ahead of time. Over the course of the next 12 months, the City's negotiating team will work collaboratively with each bargaining unit to develop new agreements. Staff are currently working to estimate these impacts on the City's General Fund and other funds, but much remains unknown as the details await a fuller discussion over the next year. As such, any financial impacts resulting from these negotiations have been omitted from the line item detail within each department's budget. The management team expects to adjust and revise the budget accordingly upon the mid-biennium review, scheduled for spring of 2023.

FISCAL YEAR 2024 OVERVIEW

The proposed FY 2024 General Fund budget continues with the investments planned in FY 2023. Notably, the addition of three new fire crews (each crew consisting of a fire captain, engineer and firefighter/paramedic) will greatly enhance service levels and response time for the Fire Department. This staffing is needed as the City adds two additional fire stations beginning in FY 2023. Other capital investments in the City’s parks, community and senior centers, and public infrastructure continue. Over \$1.2 million in park improvements are planned, addressing long-deferred facility improvements. As well, over \$636,000 are planned for the City’s various community centers. Investment will continue for the City’s sidewalk and ADA ramp replacements and alley improvement projects, as well as funding for the transitional housing facility under Project Homekey.

In FY 2024 we look forward to the following Measure T spending plan:

Fiscal Year 2024

Projected Measure T Sales Tax Revenue \$18,696,000

Proposed *Spending* for Fiscal Year 2023-24

Ongoing Costs of Additional Staffing funded previously by Measure T - 11 full time & 8 part time Police Dept. positons, including 5 police officers 2 full time & 2 part time positions in the Library, fully restoring prior hours of service 2 full time positions in the Fire Dept.	<u>\$ 2,029,338</u>
Ongoing Costs from Service Level Enhancements funded previously by Measure T – Police Department: Equipment Leases, IT Equipment & Contract Services Increase in Paramedics Fund transfer Capital leases & contractual services (Parks, Streets, Trees, etc.)	<u>\$ 2,861,188</u>
Ongoing Costs from Additional New Staffing for FY 2023 & 2024 – Police Department (2 dispatchers, 2 police officers, etc.) Fire Department (Battalion Chief, 3 Fire Engineers, 3 new crews, etc.) Facilities & Community Services Department (maintenance, recreation, etc.) Library (library specialist, maintenance workers, etc.)	<u>\$ 4,478,070</u>
One-Time Service Level Enhancements - Replace & upgrade furnishing & equipment at Emergency Operations Center Replace & upgrade various park facilities (restrooms, lighting, playgrounds) Upgrade & enhance Community & Senior Center Facilities Police Department specialized IT software & hardware Traffic & Parking Improvements	<u>\$ 2,696,697</u>

Ongoing Service Level Enhancements -	
Annual City contribution for Project Homekey Homelessness Solutions grant	700,000
Additional Programs for Community & Senior Center Facilities	228,600
Vehicle replacement leases for Recreation	31,000
Various specialized Police software tools and hardware	114,095
Citywide Sidewalk/ADA Replacement	500,000
Alley Improvement Project	800,000
Vactor Truck Maintenance	80,000
Cash match for CA State Infrastructure Grant (Library)	200,613
Homeless Solutions Coordinator	108,401
	<u>\$ 2,762,709</u>
Capital Improvement / Additions to Reserves -	
Addition to Future Facilities Reserve (for future debt service)	2,700,000
Tree trimming for 25% of City Trees	1,000,000
Fire Department light vehicle replacement	180,000
300 East State Street Facility Improvements	56,723
	<u>\$ 3,936,723</u>
Projected Total Measure T <i>Spending</i> \$ 18,764,725	

Projections from the City’s sales tax consultant forecast Measure T sales tax revenue will generate roughly \$18.7 million for Fiscal Year 2024. This is based on continued stability in present economic conditions. In addition to the new fire stations planned and firefighting personnel, the City will complete the remodel and commissioning of a dedicated emergency operations center (EOC). Since the mid-2000’s the City has operated its EOC in a shared space with the Police Department’s dispatch and patrol center. This has led to significant space issues and a lack of efficiency in properly planning and equipping the City’s EOC. With the improvements to the EOC and commissioning of a new Safety Hall facility to house all Police operations slated in FY 2023, FY 2024 will invest in the furnishing, equipment and space planning necessary to operate its EOC effectively.

Significant investments of over \$1.2 million are planned in FY 2024 for park facilities. Texonia Park will receive much needed capital renovations, including replacement of its irrigation system, restroom facilities, lighting, and playground equipment. The addition of walking paths, exercise equipment and field regrading are also included. The City’s Community Senior Center will receive a state of the art exercise room, security gates & cameras, and landscaping beautification. The Joslyn Senior Center will receive new flooring – the existing flooring is over 50 years old. For the Community Center, major renovations are planned for its gym that include new lighting, new ceiling tiles, replacement of existing bleachers and repainting.

Ongoing service level enhancements will continue as well as additional staffing levels necessary to deliver them, as noted above.

OTHER FUNDS

While emphasis in this message is placed on the capital improvement projects and service level enhancements funded by the City's General Fund, the services delivered to the community and its residents through the City's Enterprise Funds are of significance as well and warrant discussion here.

In addition to a General Fund Budget of \$109.4 and \$111.2 million in fiscal years 2023 & 2024 respectively, the City's budget includes Enterprise Funds totaling approximately \$85 and \$94 million for fiscal years 2023 & 2024. In the Water Fund, appropriations for FY 2023 and 2024 total roughly \$43 and \$52.5 million, with about \$9.7 million dedicated to capital improvement projects (CIP) in FY 2023 and \$20.3 million dedicated in FY 2024. These projects include plans for roughly 9 miles of pipeline replacement, complete replacement of the City's 55-year-old Sunset Reservoir, replacement of transmission lines and clarifiers at the Tate Water Treatment Plant and seismic assessment improvements for the Texas Grove Reservoir.

In the Wastewater Fund, appropriations total approximately \$18.3 and \$18 million for FY 2023 & 2024, with \$3 million in pipeline replacement budgeted each fiscal year to replace roughly 5 to 6 miles of sewer pipeline per year. It is worth noting that the Wastewater Fund's largest project, the Wastewater Treatment Plant Capital Modifications (~\$45 million) is not included in the FY 2023 & 2024 Propose Budget request at this time. This is due to the timing of the State Revolving Fund loan program, to which the City applied in order to finance the construction of the project. Once the loan is made and the funding is available, staff will seek an additional appropriation for both the loan revenue as well as expenditures for the full cost of the project.

Lastly, in the Solid Waste Fund, annual appropriations total roughly \$23.7 and \$23.5 million for FY 2023 & 2024. Included in these appropriations is approximately \$2.3 million and \$894,000 in capital projects in each respective year, including improvements to the existing landfill gas flare and extraction system and the purchase of replacement solid waste collection vehicles. Attention to the details of these enterprise funds is a crucial component of our financial stewardship.

FUTURE PLANS, OPPORTUNITIES AND CHALLENGES

The City's financial health is projected to remain very strong in fiscal year 2023 and 2024. As the City looks toward future budgets, the process will require balancing financial and staffing resources to meet critical service demands of our community while maintaining our existing assets. Work has begun on a comprehensive six-year Financial Strategic Plan. This plan will help the City remain positioned to meet changing economic conditions, rising service costs and other circumstances that may result in unanticipated fiscal challenges. Once completed and approved by Council, staff and the management team will rely on this document to guide the City's finances into the future.

In addition to these efforts to develop a Financial Strategic Plan for future years, the City Council recently adopted a Six-Year Strategic Plan. The plan will serve as a framework for achieving a vision for the community as "a connected, conscientious, safe community with a small town feel in which all people and businesses can thrive." It includes the following strategic priorities:

- Quality of Life
- Public Health & Safety
- Equity & Inclusion
- Sustainability

The investments included in this biennial budget seek to not only meet the existing service level demands of our city, but also to address the strategic priority areas framed by the Plan. We are so fortunate to be emerging from this pandemic in a strong state, poised not only to rebuild, but to address long-standing capital needs like a new City Hall facility, a new Police Department building, and the addition and relocation of three fire stations. As a city, we are committed to acting with fiscal prudence, operating lean and utilizing resources responsibly as entrusted to us.

While uncertainty remains with regard to future economic conditions involving inflation, consumer spending and housing costs, more concrete challenges continue to be present in the City's fiscal picture:

- The specific financial impact of future labor negotiations with the City's nine (9) bargaining units remains unknown at this time. Staff have analyzed possible costs associated with possible bargaining scenarios and expect the impacts to be in the millions in terms of added costs for the General Fund. These costs will influence forecasts for FY 2024.
- The additional phased in lowering of the CalPERS discount rate to 6.8% and modifications to the mortality and investment risk assumptions only exacerbate the already steep growth in retirement benefit rates for cities; further changes based on recent performance of the CalPERS investment fund are anticipated in the coming fiscal years.
- The state sales tax system has had major implications for cities, both positive and negative. Redlands has been on the beneficial end of these impacts, but there are conversations statewide to more equitably distribute the revenue as a result of increased e-commerce and online shopping. In the future, this has the potential to shift sales tax revenues away from the City to the County's sales tax pools or possibly to other cities directly. As sales tax is the second largest revenue category in the General Fund, even small changes can have long-term consequences.
- While the City, region and state continue to experience economic recovery and steady growth, the risks of tighter monetary policy, several planned interest rate hikes, and persistently high inflation may induce an economic slowdown, thus negatively impacting revenue forecasts.

CONCLUSION

The City's first biennial budget covering fiscal years 2023 and 2024 as presented include a balanced General Fund, spending on enhanced service levels in parks, streets, police and fire, as well as major capital investments in new municipal and public safety facilities. City departments and staff continue to be strategic in their requests, which are intended to advance the priorities of Council and the community. We look forward to a future full of potential as we work to rebuild service levels and address long-deferred capital investments.

I want to express my personal thanks to the management and budget team for their diligent efforts and working together to develop budgets that reflect the needs of their individual departments and their direct service delivery to the City's residents and businesses. A special note of thanks and appreciation should go to the members of the Finance Division staff for their excellent performance in gathering, analyzing and presenting information clearly and accurately during this first ever biennial budget. With the City Council's leadership and the help of our community, we can continue to maintain strong fiscal stewardship while ensuring our budget and financial policies reflect spending consistent with the community's values and priorities.

Respectfully submitted,

A handwritten signature in cursive script that reads "Charles M. Duggan, Jr.".

Charles M. Duggan, Jr., City Manager
City of Redlands



Redlands City Values

Redlands City Council, Clerk, and Treasurer, plus all other City employees and volunteers, commit to these values:

WE STRIVE FOR EXCELLENCE AND ARE INNOVATIVE:

We aim to deliver the best service possible and measure quality outcomes and results. We strive to exceed expectations and to bring out the best in each other. We are flexible and adapt to the ever-changing needs of our community. We seek traditional as well as non-traditional solutions and embrace creativity.

WE ARE FISCALLY RESPONSIBLE:

We take seriously financial stability and our stewardship in carefully managing and constantly ensuring the best use of all public funds and other resources.

WE SEEK SUSTAINABILITY:

We pursue sustainability as the key to optimal use of all resources. We measure progress through improvement to the health and well-being of our residents, environment, and local economy.

WE ARE RESPONSIVE:

As public servants we exist to serve Redlands citizens and to exceed expectations. That is and should always be our constant focus. We listen, are empathetic and take appropriate action. We pursue good and timely solutions, and are alert to modifying strategies in response to unintended consequences.

WE ARE FAIR, HONEST, AND ACT WITH INTEGRITY:

We align our values, words and actions. We are honorable, trustworthy and sincere. We consistently go not just beyond the legal minimum to do what is right, but strive for the highest moral and ethical behavior.

WE ARE ACCOUNTABLE AND MAKE SOUND DECISIONS BASED ON CLEAR RATIONALE:

We take responsibility for our decisions and actions. We are accountable to our community and to each other so that future generations will have as many opportunities available to them as we do today. We encourage and practice servant leadership.

WE TREAT EVERYONE WITH RESPECT:

We acknowledge the dignity of every employee, citizen, resident, and visitor in our City. We work actively to eliminate barriers to full participation in community life. We conduct City business with courtesy, civility, and respect.

WE EMBRACE DIVERSITY AND INCLUSIVENESS:

We value the strengths that result from varied experiences, ideas and perspectives. Our collective histories, both employee and citizen, and natural setting create the fabric that makes Redlands a special place to live, work, and play.

WE COMMUNICATE OPENLY, CLEARLY AND FREQUENTLY:

We seek shared understanding with our community and across City organizations. We are engaged and our interactions are meaningful. We engage in participatory governance and transparent processes. We strive to create a culture of collaboration that encourages innovation, sharing of resources, and jointly shared accountability for results.

WE TAKE PLEASURE IN THE WORK WE DO:

While maintaining a professional environment, we recognize the importance of building and maintaining an enjoyable workplace that will attract and retain quality employees. We value a sense of humor and remember not to take ourselves too seriously.



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BUDGET AND FINANCE POLICIES

The following policies focus on City of Redlands budget and finance activities. They are intended to serve as a foundation for successful management of the City's financial resources. The City is already in compliance with many of these policies, while others may take more time to implement.

I. GENERAL POLICIES

1. The City organization will implement the City Council's goals, objectives, and policies through a service delivery system financed by the Operating and Capital Budgets.
2. The relationship between the Operating and Capital Budgets will be explicitly recognized and incorporated into the budget process. Based on available resources, the City Council will make available sufficient funds to provide municipal operating services and maintenance or enhancement of fixed assets needed to support public demand for City services.
3. The City will work to improve customer service and the productivity and performance of its programs and employees, and will seek ways to eliminate duplicative functions within the city government and between the City of Redlands and other public agencies in the community. A reporting mechanism based on clear performance measures, return on investment, and highlighting the service efforts and accomplishments of the City's major services will be developed.
4. Whenever feasible, the cost to the government of providing services will be fully recovered by user fees. As mandated by Generally Accepted Accounting Principles (GAAP), Enterprise funds will be used when legal requirements or management policy requires the full cost of providing services to customers outside the organization, including capital, be recovered through fees and charges. Fiscal accountability for Enterprise Funds will be in accordance with the City's Enterprise Fund Policy, Resolution No. 7318. Internal Service Funds are designed to function as cost-reimbursement funds for services provided to other funds or departments of the primary government. Enterprise and Internal Service funds shall be self-supporting.
5. All current operating expenditures will be paid for with current revenues.
6. Adequate reserves will be maintained and all known liabilities will be identified and reported consistent with Generally Accepted Accounting Principles. In addition to maintaining a "Reserve for Contingency" (Committed Fund Balance), the City may establish "reserves" (Assigned Fund Balance) for special purposes, including, but not limited to, unanticipated staff retirements, certain types of overtime, and equipment purchases.
7. Efforts will be coordinated with other governmental agencies to achieve common policy objectives, share the cost of providing governmental services on an equitable basis, and support favorable legislation at the state and federal level.
8. City expenditure and revenue analyses shall include, at minimum, a three year projection.
9. The City will seek out, apply for, and effectively administer federal, state, local, and other grants or assistance that address the City's current priorities and policy objectives.
10. The public shall be afforded appropriate opportunities for comment on all City financial activities consistent with current ordinances and other laws and regulations.

BUDGET AND FINANCE POLICIES (cont.)

II. REVENUE POLICIES

1. The City will build and maintain a diversified and stable revenue system to shelter it from short-run fluctuations in any one source.
2. The City will follow an aggressive policy of collecting all revenues, and will report periodically on progress achieved.
3. The City will establish all user fees and charges at a level related to the full costs (operating, direct, indirect and capital) of providing the service, or provide justification for any level less than this amount. The City will review fees/charges periodically.
4. The City will review market rates and charges levied by other municipalities of similar size for like services when establishing rates, fees and charges.
5. Revenues will be conservatively estimated.

III. EXPENDITURE POLICIES

1. The City shall operate on a balanced budget in accordance with the Fund Balance Policy, Resolution No. 7346.
2. The City shall take immediate corrective actions if at any time during the fiscal year expenditure and revenue re-estimates are such that an operating deficit is projected at year-end. Corrective actions can include a hiring freeze, expenditure reductions, fee increases, or other options. Inappropriate expenditure deferrals into the following fiscal year, short-term inter-fund loans, or use of one-time revenue sources for other than one-time expenditures shall be avoided.
3. The City Manager shall undertake periodic staff and third-party reviews of City programs for both efficiency and effectiveness. Privatization and contracting with other governmental or other agencies will be evaluated as alternatives to service delivery. Programs that are determined to be inefficient and/or ineffective shall be reduced in scope or eliminated.
4. The City shall make every effort to maximize any discounts offered by creditors/vendors.
5. Staff shall use competitive bidding, in accordance with the City's Purchasing Ordinance and state law, to attain the best possible price on goods and services.

IV. FUND BALANCE POLICIES

General Fund:

1. In accordance with the City's Fund Balance Policy, Resolution No. 7346, fund balance will be categorized for annual financial statement reporting purposes as required by Government Accounting Standards Board (GASB) 54 into the following five categories: Nonspendable, Restricted, Committed, Assigned and Unassigned (terminology used in the Budget does not specify the categories used in reporting purposes, but uses the familiar "reserved" and "unreserved" fund balance).
2. As recommended by the Government Finance Officers' Association, the City will establish a General Fund Ending "Unreserved" (Unassigned) Fund Balance of no less than a) 5% - 15% of regular general fund operating revenues, or b) no less than 1 – 2 months of regular general fund operating expenditures.

BUDGET AND FINANCE POLICIES (cont.)

3. The General Fund “Unreserved” (Unassigned) Fund Balance, including the Fund Balance “Reserved for Contingency” (Committed Fund Balance), and other reserves (Assigned Fund Balance) will be approximately twenty-five (25%) of general fund operating expenditures. “Reserves” (Committed and Assigned Fund Balance) for the General Fund will be funded at the minimum percentages established by the Fund Balance Policy. Additional funding of “reserves” may be made by the City Council in accordance with the Policy.
4. “Reserves” for encumbrances will be established at the end of every fiscal year to designate fund balance in the amount equal to the City’s unpaid obligations and unfinished projects at year-end.
5. Funding levels of General Fund “reserves” will be reviewed during periods of economic stagnation to avoid reductions in operating service levels.
6. Appropriations or use of funds from any “reserves” will require City Council action in accordance with the Fund Balance Policy.

V. CAPITAL IMPROVEMENT PLAN (CIP) POLICIES

1. The City will develop a multi-year plan for capital improvements, update it annually and make capital improvements in accordance with the plan. If mid-year revisions to the plan are necessary, these will be brought to the City Council for review and approval.
2. The City will maintain its physical assets at a level adequate to protect the City’s capital investment and to minimize future maintenance and replacement costs. The budget will provide for adequate maintenance and orderly replacement of capital assets from current revenues where possible.
3. Capital projects will conform to the following criteria:
 - A. will be part of an approved City plan;
 - B. will be part of an adopted maintenance/replacement schedule;
 - C. will minimize operating costs; and
 - D. will be selected according to the established Capital Improvement Plan.
4. The capital budget process will work in conjunction with the regular operating budget process. CIP projects will be flagged as funded or unfunded depending on whether or not the forecasted operating budget can support or fund the project. All funded CIP projects will be included in the operating budget for the current budget year.

VI. ANNUAL AUDIT

1. The City will require an annual audit by a qualified independent accountant of the books of account, financial records, inventories and reports of all City officers and employees involved in the handling of financial matters.
2. Selection of an independent auditing firm will be made by the City Council following a competitive proposal process. It is the policy of the City that the most qualified firm is selected and therefore the lowest cost approach is not the defining method of selecting an auditing firm. Among equally qualified firms, cost may be considered a determining factor in selection and award of contract.
3. The City shall issue a Request for Proposal for audit services at least every five years, and at that time, will consider rotation of audit firms, or at minimum, rotation of audit partners from the same firm.

SUMMARY OF THE BUDGET PROCESS

BUDGET PROCESS

The City of Redlands transitioned to a biennial budget starting fiscal years 2022-23 and 2023-24. The objective for this move to biennial budgeting is to provide the City Council and City management a longer budgeting horizon as well as to provide efficiencies regarding staff time required for the development and adjustments to the budget. Each individual fiscal year is reviewed during the Mid-Year review as well as a Mid-Biennium process, which is conducted to review the results of the first year of the biennium and adjust the second year based on those results.

MID-YEAR REVIEW AND PROJECTIONS

The City of Redlands Finance Department reviews the budget-to-actual performance of the City's revenues after the first half of each fiscal year (January 31) to determine whether the current fiscal year's revenue projections need to be adjusted. In the event the review shows that revenue projections may not be met, the City Manager would discuss a reduction in expenditures with department heads.

Even numbered years – The Finance Department develops revenue projections for the upcoming biennium budget, incorporating the most recent budget-to-actual revenue results and current economic information and legislation changes that may affect revenue sources. The City Manager reviews these revenue projections, as well as fund balance projections, to incorporate these into a budget strategy for the new biennium budget.

Odd numbered years – During the first year of the biennium budget, the budget may be amended by City Council prior to fiscal year-end to align with the changes made throughout the year. At this time, if revenue projections for the second year of the biennium budget need to be adjusted the City Council may change these through Council action.

BUDGET AMMENDMENTS

Following the Mid-Year Review, the City Council will amend the budget, if necessary. If revenue projections, as revised, appear sufficient to fund the originally budgeted expenditures, no changes will be made. If the revised revenue projections reflect that resources will no longer be adequate to cover the budgeted expenditures, department heads will be directed to make reductions from the original budgeted amounts.

In the event that revenue is significantly higher the original projections, the City Manager may consider recommendations to use those resources to fund additional projects and/or services. These expenditures are noted for a budget adjustment at Mid-Year or Mid-Biennium as appropriate.

After the City Manager's review of the budget status at Mid-Year, a proposed budget adjustment will be submitted to City Council, if warranted.

Towards the end of the of the first fiscal year of the biennium budget, the City Council and staff conduct the Mid-Biennium Review. Once again, revenue projections are reviewed and revised, as appropriate, based on year-to-date revenues and other relevant factors. In January of the second fiscal year of the biennium budget, the Mid-Year Review of revenues is conducted in the same manner as during the first fiscal year.

After completion of the Mid-Year Review in the second fiscal year of the biennium budget, the full budget process will begin again.

During the fiscal year, the City Council may, at their discretion, authorize amendments to the budgeted revenues and expenditures and the amendments are input into the automated budget system. In addition, the City Manager is authorized to transfer budgeted amounts between departments within any fund. However, revisions that alter the total expenditures of any fund must be approved by the City Council.

SUMMARY OF THE BUDGET PROCESS (cont.)

BUDGET FORMAT

The budget document is organized by the major departments of the City of Redlands. Each section is further subdivided into organizational units referred to as divisions, programs or funds. Each unit represents a service or activity and emphasizes program planning, evaluation, resource allocation and financial management. At the beginning of each major unit presented, a narrative is provided. It includes a description of the unit, sustainability efforts, goals and objectives, listing of prior year accomplishments and significant program changes, if applicable.

BASIS OF ACCOUNTING

The underlying accounting system of the City is organized and operated on the basis of separate funds, each of which is considered to be a separate accounting entity. The operations of each fund are accounted for with a separate set of self-balancing accounts that comprise its assets, liabilities, fund equity, revenues and expenditures or expenses, as appropriate. Governmental resources are allocated to and accounted for in individual funds based upon the purposes for which they are to be spent and the means by which spending activities are controlled.

Governmental Funds

Governmental funds are presented using the *modified-accrual basis of accounting*. Their revenues are recognized when they become *measurable* and *available* as net current assets. *Measurable* means that the amounts can be estimated, or otherwise determined. *Available* means that the amounts are collected during the reporting period or soon enough thereafter to be available to finance the expenditures accrued for the reporting period. The City uses an availability period of 60 days.

Sales taxes, property taxes, franchise taxes, gas taxes, motor vehicle in lieu, transient occupancy taxes, grants and interest associated with the current fiscal period are all considered to be susceptible to accrual and so are recognized as revenues in the fiscal period to the extent they are normally collected within the availability period. Other revenue items are considered to be measurable and available when cash is received by the government.

Governmental funds are presented using the *current financial resources measurement focus*. This means that only current assets and current liabilities are generally included on their balance sheets. The reported fund balance (net current assets) is considered to be a measure of “available spendable resources.” Governmental fund operating statements present increases (revenues and other financing sources) and decreases (expenditures and other financing uses) in net current assets. Accordingly, they are said to present a summary of sources and uses of “available spendable resources” during a period.

Non-current portions of long-term receivables due to governmental funds are reported on their balance sheets in spite of their spending measurement focus. Special reporting treatments are used to indicate, however, that they should not be considered “available spendable resources,” since they do not represent net current assets. Recognition of governmental fund type revenue represented by non-current receivables is deferred until they become current receivables. Non-current portions of other long-term receivables are offset by fund balance reserve accounts.

Because of their spending measurement focus, expenditure recognition for governmental fund types excludes amounts represented by non-current liabilities. Since they do not affect net current assets, such long-term amounts are not recognized as governmental fund type expenditures or fund liabilities.

Amounts expended to acquire capital assets are recorded as *expenditures* in the year that resources were expended, rather than as fund assets. The proceeds of long-term debt are recorded as *other financing*

SUMMARY OF THE BUDGET PROCESS (cont.)

sources rather than as a fund liability. Amounts paid to reduce long-term indebtedness are reported as fund expenditures.

Proprietary and Fiduciary Funds

The City's enterprise and internal service funds are proprietary funds. Proprietary and fiduciary funds are presented using the *accrual basis of accounting*. Revenues are recognized when they are earned and expenses are recognized when the related goods or services are delivered. Proprietary funds are presented using the *economic resources measurement focus*. This means that all assets and all liabilities (whether current or non-current) associated with their activity are included on their balance sheets. Proprietary fund type operating statements present increases (revenues) and decreases (expenses) in total net assets.

Proprietary fund operating revenues, such as charges for services, result from exchange transactions associated with principal activity of the fund. Exchange transactions are those in which each party receives and gives up essentially equal values. Non-operating revenues, such as subsidies, taxes, and investment earnings result from non-exchange transactions or ancillary activities. Amounts paid to acquire capital assets are capitalized as assets in the proprietary fund financial statements, rather than reported as expenditures. Proceeds of long-term debt are recorded as a liability in the proprietary fund financial statements, rather than as other financing source. Amounts paid to reduce long-term indebtedness of the proprietary funds are reported as a reduction of the related liability, rather than as expenditure.

Agency funds are custodial in nature (assets equal liabilities) and do not involve the recording of City revenues and expenses

SUMMARY OF THE BUDGET PROCESS (cont.)

BUDGET CALENDAR

The biennium budget process commences in January with the preparation for distribution of various budget materials and instructions by the Finance Department. Requested budgets are then submitted by the Departments to the Finance Department in March or April.

In April, the City Manager, Department heads, and other key staff attend a workshop to review their budget submissions including both revenue assumptions and expenditures requests. Upon completion of these workshops, the proposed budget is prepared, presented to the budget subcommittee for review and recommendations, then distributed to the City Council and made available to the public.

Subsequent to distribution of the proposed budget, it is discussed with the City Council at one or more public meetings.

Below is the calendar used for the current Adopted Budget:

Finance meeting with departments and distribution of budget documents	March 14
Complete department budget packets due to Finance	April 1 - 8
Finance review of department submissions	April 9 – May 2
Departments to meet with City Manager	May 3 - 4
Proposed budget distribution to City Council (no presentation, distribution only)	May 18
City Council Budget Workshop with Department Presentations	May 25
Measure T Oversight Committee Presentation & Discussion	May 26
Regular City Council Meeting Budget Presentation & Discussion	June 7

FUND DESCRIPTIONS

The resources of the City of Redlands are allocated to and accounted for in various funds based upon the purposes for which the funds are to be spent and the means by which spending activities are controlled. Below are brief descriptions of the various funds used.

GOVERNMENTAL FUNDS are used to account for the financing of most of the City's governmental functions. The City uses four types of governmental funds: General Fund, Special Revenue Funds, Debt Service Funds and Capital Project Funds.

- General Fund (101) – The operating fund of the City used to account for all activities, except those required to be accounted for in another fund.

SPECIAL REVENUE FUNDS are used to account for the proceeds of specific revenue sources that are restricted to expenditures of specified purposes.

- Governmental Grants (200) – To account for the receipt and expenditure of grant monies received from various agencies for general government projects.
- Emergency Service Fund (205) – To account for the collection of a special property tax to be spent on paramedic services.
- Household Hazardous Waste Fund (206) – To account for revenue collected and expenditures made to properly dispose of household hazardous waste.
- Gas Tax Fund (207) – To account for the receipt and subsequent expenditure of the City's share of the State levied tax on gasoline and other vehicle fuels.
- Local Transportation Fund (209) – To account for the receipt and expenditure of street improvement and road construction funds from various sources including projects financed by State grant activity.
- Measure I Fund (2010) (210) – To account for “new” revenues resulting from a voter-approved renewal of a half-cent retail transaction and use tax, to be used for transportation improvements and traffic management programs.
- Pavement Accelerated Repair Implementation Strategy (PARIS) (211) – To account for the expenditures of the Pavement Accelerated Repair Implementation Strategy (PARIS) program.
- Air Quality Improvement Fund (221) – To account for the collection and subsequent expenditure of AB2766 (District Fees to Implement the California Clean Air Act) monies to be used for pollution reduction.
- Traffic Safety Fund (223) – To account for the receipt of traffic fines for moving violations within the City limits.
- Open Space Fund (227) – To account for receipt and subsequent expenditure of developer fees collected to acquire open space land in and around the City.
- Downtown Redlands Business Area Fund (236) – To account for various activities and special events with the intent of attracting business to the downtown area.
- Parking Authority Fund (237) – To account for receipt and subsequent expenditure of fees collected as a result of a city-wide authority formed to control parking.
- Public Art Fund (238) – To account for donations and subsequent expenditure on public art installations.

FUND DESCRIPTIONS (cont.)

- Transportation Development Act (241) – To account for the receipt and expenditure of Transportation Development Act revenue received by the City.
- Asset Forfeiture Fund (246) – To account for receipt and subsequent expenditure of various asset seizure monies.
- Supplemental Law Enforcement Fund (249) – To account for receipt and subsequent expenditure of AB1913 monies, which, pursuant to the Citizens’ Option for Public Safety (COPS) Program, must be spent for supplemental law enforcement services.
- Park & Open Space Development Fund (250) – To account for the collection and subsequent expenditure of developer fees levied for the purpose of acquiring and developing land for parks and open space.
- Public Facilities Development Fund (251) – To account for the collection and related expenditure of development impact fees designated for constructing new and upgrading existing public facilities.
- Arterial Street Construction Fund (252) – To account for the collection and related expenditure of development impact fees designated for arterial street construction projects.
- Traffic Signals Fund (253) – To account for the collection and related expenditure of development impact fees designated for traffic signal construction projects.
- Freeway Interchanges Fund (254) – To account for the collection and related expenditure of development impact fees designated for freeway interchange construction projects.
- Street Lighting District #1 Fund (260) – To account for the maintenance, operation, and service of street lighting facilities financed by assessments collected from landowners within the district.
- CFD 2004-1 Assessments Fund (261) – To account for the maintenance of landscaping in public right-of-way and easements surrounding tracts within the district.
- Landscape Maintenance District Fund (263) – To account for assessments collected from landowners to maintain landscaping in parkways and common areas within the district.

DEBT SERVICE FUNDS are used to account for the accumulation of resources and the payment of principal, interest and related costs of general long term debt.

- General Debt Service Fund (305) – To account for the receipt of property taxes to be used for the retirement of the 1988 General Obligation Measure “O” Open Space Bonds, the 1994 Refunding General Obligation Bonds, the 2003 General Obligation Refunding Bonds This fund also records the payment activity of the 2007 Pension Obligation Bonds.

CAPITAL PROJECTS FUNDS are used to account for resources used for the acquisition or construction of major capital facilities.

- Storm Drain Construction Fund (405) – To account for receipt and subsequent expenditure of developer fees assessed to provide additional storm drains, as required.
- Safety/City Hall Replacement Fund (406) – To track the accumulation and use of resources for constructing, acquiring, and rehabilitating capital assets related to a new Safety/City Hall.

FUND DESCRIPTIONS (cont.)

PROPRIETARY FUNDS are used to account for a government's business-type activities. These funds recover the cost of providing services through fees and charges on those who use their services. There are two types of proprietary funds: Enterprise Funds and Internal Service Funds.

ENTERPRISE FUNDS are used to account for services provided primarily to external customers and legal requirements or management policy require these services, including capital, be fully recovered through fees and charges.

- Water Funds (501-509) – To account for water utility operations, projects, debt service costs, and impact fees of the City.
- Solid Waste Funds (511-519) – To account for refuse disposal collection operations, projects, debt service costs, and impact fees of the City.
- Wastewater Funds (521-529) – To account for wastewater utility operations, projects, debt service costs, and impact fees of the City.
- Non Potable Water Funds (531-539) – To account for non potable water utility operations, projects, debt service costs, and impact fees of the City.
- Groves Fund (538) – To account for the farming operations of citrus groves owned by the City.
- Cemetery Fund (562) – To account for the operations of Hillside Memorial Park Cemetery.
- Redlands Municipal Airport Fund (564) – To account for the operations of the Redlands Municipal Airport.

INTERNAL SERVICE FUNDS are used to account for services provided to other funds, departments, or agencies of the government. Costs are allocated to the benefitting funds in the form of fees and charges in order to recover the full cost of providing the services.

- Liability Self-Insurance Fund (602) – To account for the City's self-insured general and automobile liability programs, which are provided to all City departments and funds.
- Information Technology Fund (604) – To account for the general maintenance and service of all City computers and phone equipment provided to all City departments.
- Worker's Compensation Fund (606) – To account for the City's self-insured Workers' Compensation and General Safety Programs, which are provided to all City departments and funds.
- Equipment Maintenance Fund (607) – To provide ongoing maintenance of all City vehicles and major equipment and to account for vehicle rental services to all City departments.
- Utility Billing Fund (608) – To account for billing services costs provided for water, sewer, and solid waste.
- Payroll Clearing Fund (609) – To account for the City's reoccurring payroll obligations.

FIDUCIARY FUNDS account for assets held in a trustee or agency capacity for outside parties, including individuals, private organizations and other government.

- Simonds Parkway Endowment Fund (705) – To account for the monies endowed by Priscilla Alden Simonds to the City for the Simonds Parkway.
- Pauline Stancliff Memorial Trust Fund (706) – To account for the monies gifted by Pauline Stancliff to the City for benefit of the Joslyn Senior Center.

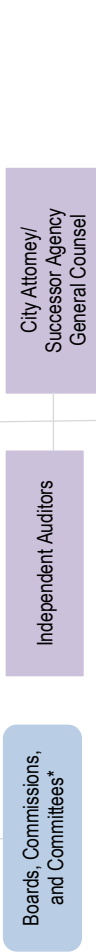
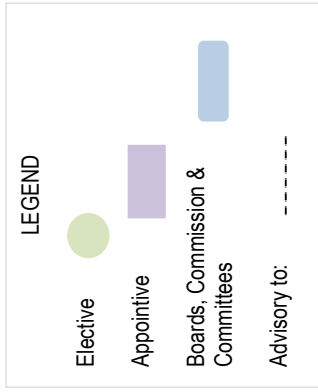
FUND DESCRIPTIONS (cont.)

- Community Facility District Fund (810) – To account for the collection and subsequent expenditure retained for various community facility districts.
- Successor Agency to the Former Redevelopment Agency Fund (820) – To account for the collection and subsequent expenditure of successor agency monies.

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Charles M. Duggan, Jr.

Charles M. Duggan, Jr.
City Manager
Effective July, 2022



OFFICE OF THE CITY MANAGER

- Administration**
 - Budget
 - Grants
 - Legal
- Public Information Office**
 - Media Unit/Redlands TV
 - Public Information
- Purchasing / Stores**
- Human Resources/Risk Management**
 - Benefits Administration
 - Employee & Labor Relations
 - Employee Services
 - Liability & Claims Administration
 - Recruitment & Selection
 - Safety Administration
 - Training
 - Volunteer & Intern Resources
 - Worker's Compensation Admin.

DEVELOPMENT SERVICES

- Building & Safety
- CDBG
- Economic Development
- Environmental Review
- Historic Preservation
- Land Use Engineering
- One Stop Permit Center
- Planning (current and long range)

FACILITIES AND COMMUNITY SERVICES

- Airport
- Animal Services
- Building Maintenance
- Cemetery
- Citrus Groves
- Code Enforcement
- Equipment Maintenance
- Parks
- Recreation & Senior Services
- Solid Waste
- Street Trees
- Sustainability

FIRE

- Administration**
 - Grants
 - Policy and Procedures
- Operations**
 - Emergency Medical Services
 - Fire/Arson Investigations
 - Fire Suppression & Rescue
- Community Risk Reduction**
 - Fire Code Safety
 - Fire Prevention Outreach
- Emergency Operations Mgmt.**
 - Disaster Preparedness
 - EOC Activation
 - CERT/Training/Volunteers
 - Emergency Notification System

MANAGEMENT SERVICES

- Finance**
 - Accounting
 - Budget
 - Business License
 - Customer Service
 - Debt Management
 - Internal Audit
 - Payroll
 - Receivables
 - Revenue Collection
- Innovation and Technology**
 - Information Management Systems
 - GIS, Client Services, Operations
 - Organizational Efficiency

MUNICIPAL UTILITIES AND ENGINEERING

- Construction
- CIP Engineering
- Water
- Wastewater
- Streets and Inspections**
 - Electrical
 - Streets
 - Street Maintenance

POLICE

- Operations Division**
 - Patrol
 - Community Policing
 - Traffic, Parking, Special Events
 - School Resource Investigations
 - Multiple Enforcement Team
 - Street Enforcement Team
 - Crime Analysis, Forensics, Property & Evidence
 - Volunteers
- Administration Division**
 - Communications
 - Records
 - Professional Standards
 - Personnel, Background & Training
 - Fleet
 - Custody



INTRODUCTION TO FINANCIAL PLANS AND SUMMARIES

- Schedule 1 General Fund Budget Summary highlights the components of the General Fund budget including beginning and ending fund balance and illustrates that the budget or funding plan is more than just revenues and expenditures. Reserve requirements, transfers to and from other funds and the beginning fund balance must also be considered.
- Schedule 2 Four Year Budget Outlook – General Fund presents the General Fund’s year-end audited position for fiscal year 2020-21 with estimates for the current year, 2021-22, and three subsequent years (2022-23 through 2024-25).
- Schedule 3 Loans Outstanding identifies the outstanding balance of loans made between funds (Advances Receivable).
- Schedule 4 Schedule of Adopted Reserves lists all reserves of fund balance and retained earnings with the exception of encumbrances. Increases or decreases to reserves require City Council approval.
- Schedule 5 Financial Sources and Requirements by Fund presents the individual funding plan or budget summary for each fund.
- Schedule 6 Summary of Financial Sources and Requirements presents a summary of funding plans for all funds including totals for all City funds’ revenues and appropriations.

General Fund Budget Summary

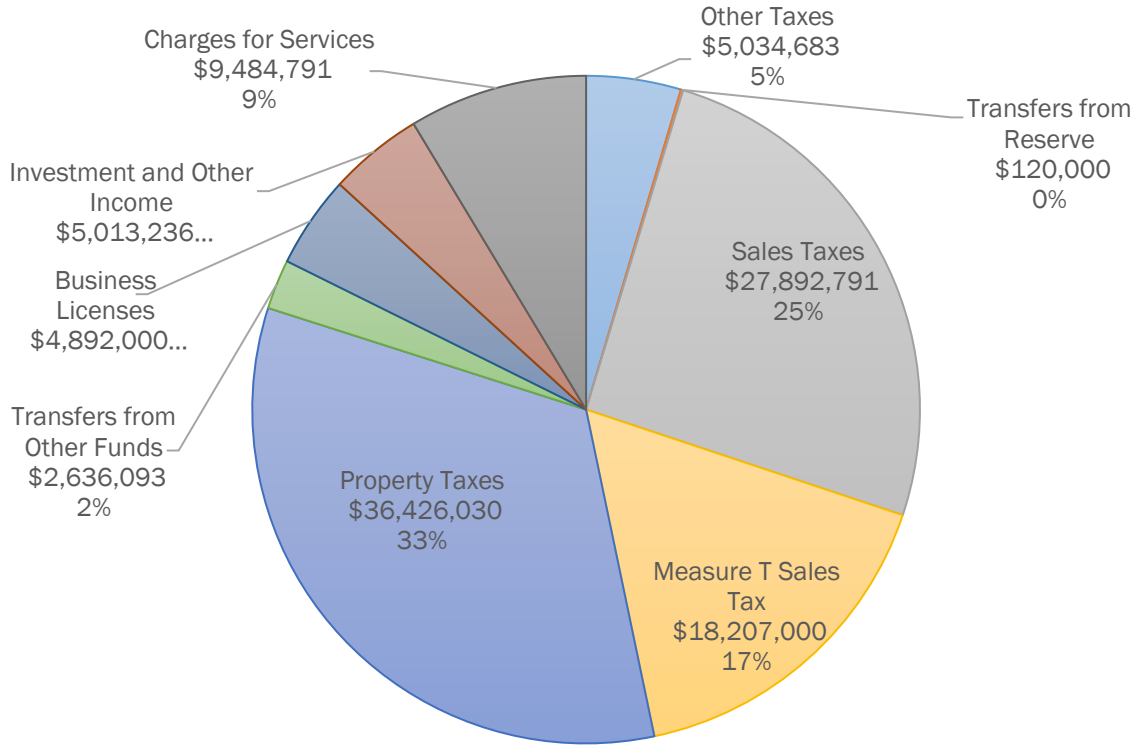
	2020-21 ACTUAL (AUDITED)	2021-22 ADJUSTED BUDGET	2021-22 12 MONTH ESTIMATED	2022-23 CITY COUNCIL ADOPTED	2023-24 CITY COUNCIL ADOPTED
AVAILABLE FINANCIAL SOURCES:					
BEGINNING FUND BALANCE-UNRESERVED	\$ 16,485,774	\$ 22,793,838	\$ 22,793,838	\$ 21,382,809	\$ 21,659,006
Revenues					
Taxes:					
Property	33,894,044	36,101,445	35,068,946	36,426,030	37,376,555
Sales	21,924,279	25,129,740	27,231,541	27,892,791	28,051,502
<i>Measure T Sales Tax</i>	4,617,190	16,194,863	19,393,000	18,207,000	18,696,000
Franchise	2,379,571	2,358,585	2,630,212	2,595,483	2,567,833
Other-(TOT, Property Transfer, Mining)	2,692,949	2,685,000	2,815,000	2,439,200	2,540,000
Total Taxes	65,508,033	82,469,633	87,138,699	87,560,504	89,231,890
General Government:					
Business Licenses	4,615,449	4,175,574	4,750,000	4,892,000	4,900,000
Motor Vehicle Fees	52,039	40,000	82,201	64,000	65,000
Interfund Charges	4,444,239	4,647,672	4,647,672	4,167,736	4,379,383
Investment Income	46,269	250,000	175,000	200,000	200,000
Other	705,817	734,100	582,219	581,500	584,600
Total General Government	9,863,813	9,847,346	10,237,092	9,905,236	10,128,983
Charges For Services:					
Development Services	3,105,275	2,892,914	3,119,491	3,275,466	3,439,239
Library	418,298	120,000	114,293	71,550	27,890
Police and Animal Control	764,501	746,933	722,994	522,982	522,982
Animal Services	-	-	-	212,595	214,595
Community Services	187,924	385,728	367,162	584,572	636,015
Fire	513,136	687,500	618,000	779,000	793,400
Facilities	1,278,099	2,483,303	2,339,622	3,001,626	2,659,623
Engineering	1,143,160	618,800	1,002,248	1,037,000	1,090,000
Total Charges For Services	7,410,393	7,935,178	8,283,810	9,484,791	9,383,744
Total Revenues	82,782,239	100,252,157	105,659,601	106,950,531	108,744,617
Interfund Transfers from Other Funds:					
Governmental Grants (200)	451,673	-	-	-	-
Gas Tax (207)	1,557,505	1,713,511	1,863,334	2,076,075	1,884,307
Traffic Safety (223)	131,763	202,000	82,000	202,000	202,000
Public Facilities (251)	74,308	-	-	-	-
Water (501)	253,406	274,364	274,066	278,189	282,516
Solid Waste (511)	52,791	53,327	21,750,507	55,880	57,186
Sewer (521)	22,624	22,855	21,719,406	23,949	24,508
Citrus (538)	136,800	-	-	-	-
Special Deposits (801)	3,660,668	-	-	-	-
Successor Agency (820)	37,500	-	-	-	-
Total Interfund Transfers From Other Funds	6,379,038	2,266,057	45,689,313	2,636,093	2,450,517
Other Financing Sources					
Extraordinary Land Sale	-	43,402,230	-	-	-
Total Other Financing Sources	-	43,402,230	-	-	-
Decreases/Use of to Reserves:					
Reserve for Advances Receivable	155,086	-	-	-	-
Reserve for Prepays	183,522	-	-	-	-
Reserve for Donations	33,826	-	-	-	-
Reserve for PEG Fees	901	30,000	30,000	-	-
Reserve for Maintenance: Park Facilities	-	-	40,000	-	-
Reserve for Maintenance: Bldgs. & Improv.	-	-	-	120,000	-
Reserve for Capital: >\$50,000	84,392	-	184,963	-	-
Reserve for Sidewalk Improvements	-	-	849,538	-	-
Reserve for Encumbrances	2,514,952	7,083,392	7,083,392	-	-
Total Cancellations or Decreases to Reserves	2,972,679	7,113,392	8,187,893	120,000	-
TOTAL AVAILABLE FINANCIAL SOURCES	\$ 108,619,730	\$ 175,827,674	\$ 182,330,645	\$ 131,089,432	\$ 132,854,140

SCHEDULE 1

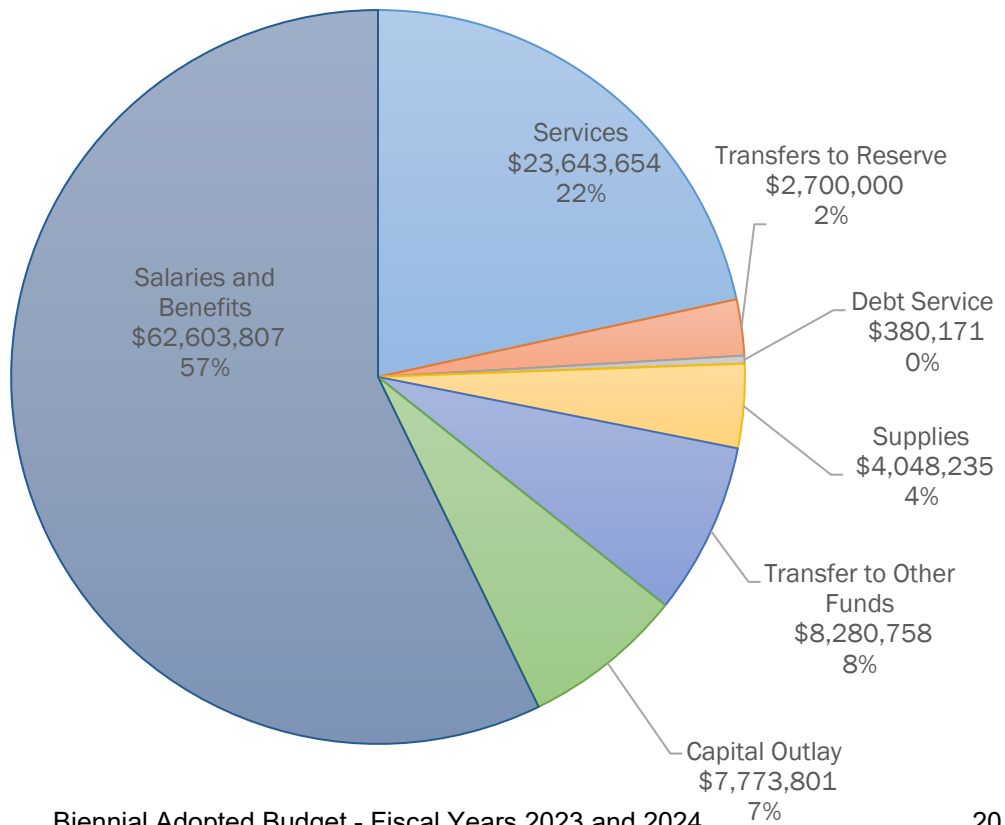
General Fund Budget Summary (cont.)

	2020-21 ACTUAL (AUDITED)	2021-22 ADJUSTED BUDGET	2021-22 12 MONTH ESTIMATED	2022-23 CITY COUNCIL ADOPTED	2023-24 CITY COUNCIL ADOPTED
FINANCIAL REQUIREMENTS:					
Appropriations/Expenditures					
City Council	\$ 314,561	\$ 482,922	\$ 368,262	\$ 556,249	\$ 422,788
City Manager (incl. HR)	5,090,345	6,348,627	6,085,104	7,312,037	7,667,449
City Clerk	313,762	406,611	224,901	596,698	453,870
City Attorney	688,876	678,340	1,139,658	775,451	809,835
Management Services	2,004,220	2,495,997	2,453,026	2,752,726	2,845,655
Development Services	2,965,856	3,536,906	3,536,882	5,110,814	4,501,626
Facilities	7,919,549	31,200,078	30,896,521	12,796,500	12,452,245
Community Services	945,226	1,837,648	1,684,926	2,443,656	2,848,118
Engineering	1,249,786	4,767,023	5,017,008	7,887,089	7,227,031
Library	2,426,448	3,012,395	3,042,615	3,114,321	3,200,206
Police	28,497,658	34,666,137	33,359,600	35,335,442	35,551,297
Fire	15,000,257	20,247,841	20,200,793	19,768,684	20,999,079
Total Appropriations	67,416,595	109,680,525	108,009,297	98,449,668	98,979,199
Interfund Transfers to Other Funds:					
Governmental Grants (200)	9,707	-	-	-	-
Paramedic Fund (205)	4,220,472	4,499,810	4,125,500	4,747,477	5,326,446
Downtown Redlands Business Assoc. (236)	114,904	106,557	106,557	-	-
Parking Authority (237)	7,739	10,800	10,801	11,642	12,799
Landscape Maintenance District (263)	35,764	31,798	31,260	21,639	21,839
Safety Hall (406)	-	16,100,000	16,100,000	-	-
Liability Self-Insurance (602)	2,656,396	2,500,000	3,150,000	3,500,000	4,150,000
Special Deposits (801)	83,027	-	-	-	-
Total Interfund Transfers To Other Funds	7,128,009	23,248,965	23,524,118	8,280,758	9,511,084
New or Increases to Reserves					
Reserve for Prepays	196,623	-	-	-	-
Restate Special Deposits Reserve	3,577,642	-	-	-	-
Reserve for PEG Fees	52,844	-	-	-	-
Reserve for Operational Contingency	-	946,209	946,209	-	-
Reserve for Maintenance: Bldgs. & Improv.	-	946,209	946,209	-	-
Reserve for Unfunded Mandates	-	946,209	946,209	-	-
Reserve for Capital: >\$50,000	-	946,209	946,209	-	-
Reserve for Fire Equipment	358,142	-	-	-	-
Reserve for Encumbrances	7,083,392	-	-	-	-
Reserve for Animal Shelter Improv.	12,646	-	-	-	-
Reserve for Future Facilities	-	22,102,230	22,102,230	2,700,000	2,700,000
Reserve for Sidewalk Improvements	-	1,000,000	1,000,000	-	-
Reserve for Public Safety / Homelessness	-	2,527,356	2,527,356	-	-
Total New or Increases to Reserves	11,281,289	29,414,422	29,414,422	2,700,000	2,700,000
TOTAL FINANCIAL REQUIREMENTS	\$ 85,825,893	\$ 162,343,912	\$ 160,947,837	\$ 109,430,426	\$ 111,190,283
SOURCES OVER/(UNDER) REQUIREMENTS	6,308,063	(9,310,076)	(1,411,029)	276,198	4,851
ENDING FUND BALANCE-UNRESERVED	\$ 22,793,838	\$ 13,483,762	\$ 21,382,809	\$ 21,659,006	\$ 21,663,857

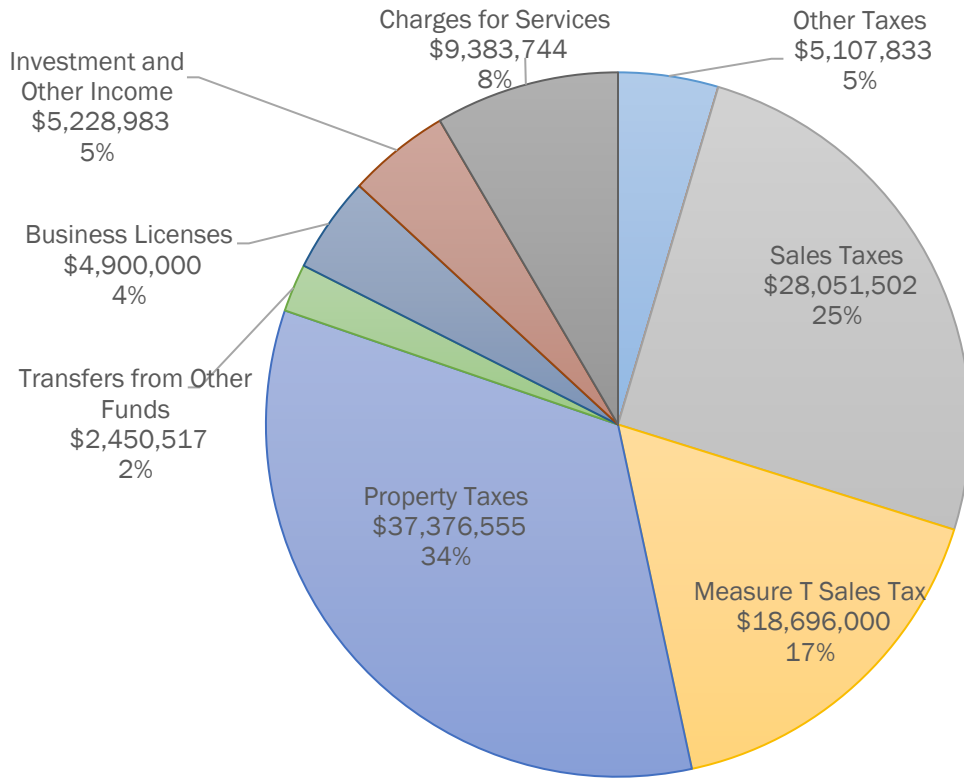
WHERE DOES THE MONEY COME FROM?
2023 General Fund - Revenues and Other Financing Sources



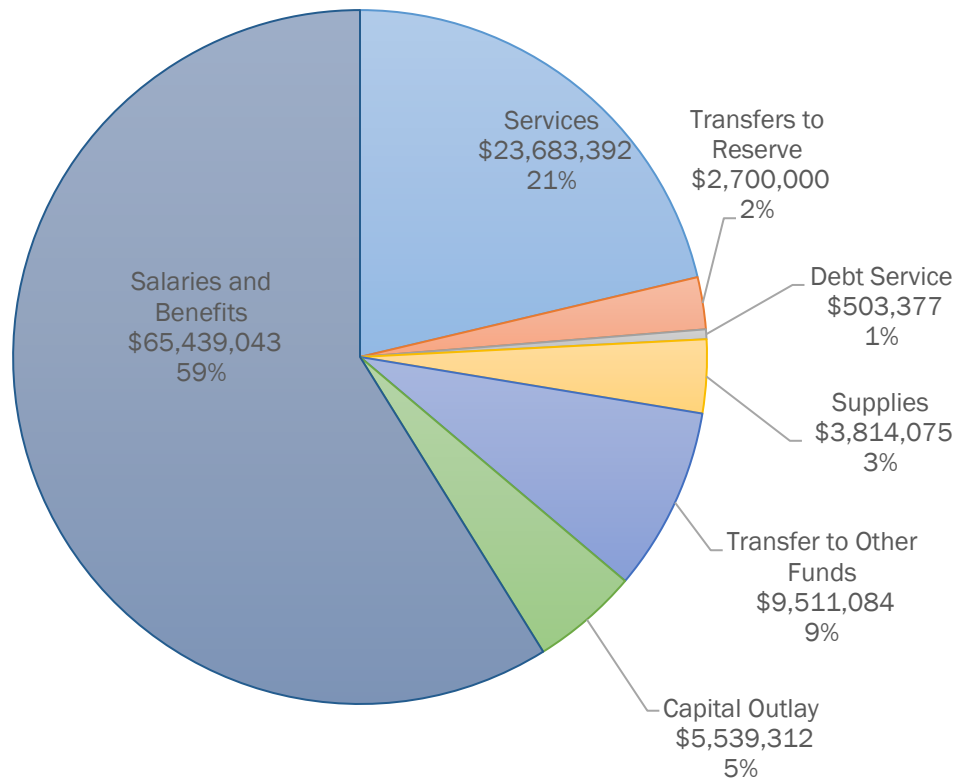
HOW DOES THE MONEY GET SPENT?
2023 General Fund - Expenditures and Other Financing Uses



WHERE DOES THE MONEY COME FROM?
2024 General Fund - Revenues and Other Financing Sources



HOW DOES THE MONEY GET SPENT?
2024 General Fund - Expenditures and Other Financing Uses



**FOUR YEAR BUDGET OUTLOOK
GENERAL FUND
2020-21 THROUGH 2024-25**

	AUDITED 2020-2021	REVISED 2021-2022	ADOPTED 2022-2023	ADOPTED 2023-2024	ESTIMATED 2024-2025
FINANCIAL SOURCES:					
BEGINNING FUND BALANCE - UNASSIGNED ⁽¹⁾	\$ 16,485,774	\$ 22,793,838	\$ 21,382,809	\$ 21,659,006	\$ 21,663,857
Revenues					
Interfund Transfers In ⁽²⁾	\$ 82,782,239	\$ 105,659,601	\$ 106,950,531	\$ 108,744,617	\$ 113,304,583
Decrease in Other Reserves and Other Financing Sources ⁽³⁾	6,379,038	45,689,313	2,636,093	2,450,517	2,475,022
TOTAL CURRENT SOURCES	<u>\$ 92,133,956</u>	<u>\$ 159,536,807</u>	<u>\$ 109,706,624</u>	<u>\$ 111,195,134</u>	<u>\$ 115,779,605</u>
FINANCIAL REQUIREMENTS:					
Expenditures ⁽⁴⁾	\$ 67,416,595	\$ 108,009,297	\$ 98,449,668	\$ 98,979,199	\$ 103,199,611
Interfund Transfers Out	7,128,009	23,524,118	8,280,758	9,511,084	9,867,750
Increase in Other Reserves and Set-asides ⁽⁵⁾	11,281,289	29,414,422	2,700,000	2,700,000	2,700,000
TOTAL CURRENT REQUIREMENTS	<u>\$ 85,825,893</u>	<u>\$ 160,947,837</u>	<u>\$ 109,430,426</u>	<u>\$ 111,190,283</u>	<u>\$ 115,767,361</u>
CURRENT SOURCES OVER(UNDER) REQUIREMENTS	\$ 6,308,063	\$ (1,411,029)	\$ 276,198	\$ 4,851	\$ 12,244
ENDING FUND BALANCE - UNASSIGNED ⁽¹⁾	<u>\$ 22,793,838</u>	<u>\$ 21,382,809</u>	<u>\$ 21,659,006</u>	<u>\$ 21,663,857</u>	<u>\$ 21,676,102</u>

Notes:

- (1) Does not include Stabilization/Reserve and Set-aside balances.
- (2) In FY 2021-2022, this large increase over the prior year represents land sale proceeds transferred to the General Fund through Council Resolution No. 8264.
- (3) Reserves are detailed in the Adopted Budget Summary (Schedule 4). Other Financing Sources are listed in the General Fund Budget Summary (Schedule 1).
- (4) Expenditures are estimated by departments as fully spent, which includes anticipated carryovers and encumbrances.
- (5) Increases in Reserves / Set-asides are also detailed in the Adopted Budget Summary (Schedule 4).

Loans Outstanding
Fiscal Year 2022-23

	Unaudited Balance 6/30/2022	Estimated New Loans 2022-23	Estimated Repayments 2022-23	Estimated Balance 6/30/2023
General Fund (101) Loan Outstanding to: Public Facilities (251)	\$ 7,618,587	-	-	\$ 7,618,587
Water (501) Loan Outstanding to: Public Facilities (251)	\$ 40,590	-	-	\$ 40,590
Cemetery (562)	721,437	-	176,930	544,507
Total	\$ 762,027	-	176,930	\$ 585,097
Solid Waste (511) Loan Outstanding to: Aviation (564)	\$ 651,409	-	97,303	\$ 554,106

Loans Outstanding
Fiscal Year 2023-24

	Unaudited Balance 6/30/2023	Estimated New Loans 2023-24	Estimated Repayments 2023-24	Estimated Balance 6/30/2024
General Fund (101) Loan Outstanding to:				
Public Facilities (251)	\$ 7,618,587	-	-	\$ 7,618,587
	-			
Water (501) Loan Outstanding to:				
Public Facilities (251)	\$ 40,590	-	-	\$ 40,590
Cemetery (562)	544,507	-	177,753	366,754
Total	<u>\$ 585,097</u>	<u>-</u>	<u>177,753</u>	<u>\$ 407,344</u>
Solid Waste (511) Loan Outstanding to:				
Aviation (564)	\$ 554,106	-	103,846	\$ 450,260

Schedule of Adopted Reserves
FY 2022-23

Governmental Funds	Reserve	Unaudited Balance 6/30/2022	Net Proposed Increase (Decrease) 2022-23	Proposed Total Reserve 6/30/2023
General Fund (101)	Contingency	9,231,885	-	9,231,885
	Set-asides:			
	Reserve for Parking Imprv.	1,944,001	-	1,944,001
	Maint: Park Facilities	100,000	-	100,000
	Maint: Buildings & Imprvs.	1,691,543	(120,000)	1,571,543
	Unfunded Mandates	1,366,037	-	1,366,037
	Capital: HVAC, IT Equip.	200,000	-	200,000
	Capital: over \$50,000	1,229,290	-	1,229,290
	General Fund Vehicles	62,506	-	62,506
	Fire Equipment	408,142	-	408,142
	Animal Shelter Imprv.	25,292	-	25,292
	Sidewalk Imprv.	150,462	-	150,462
	Future Facilites	22,111,486	2,700,000	24,811,486
	Public Safety / Homelessness	2,527,356	-	2,527,356
	Total	\$ 41,048,001	\$ 2,580,000	\$ 43,628,001
<u>Enterprise Funds</u>				
Water (501)	Operating	\$ 2,936,131	\$ -	\$ 2,936,131
	Maintenance	2,612,655	-	2,612,655
	Rate Stabilization	200,000	-	200,000
	Capital	8,782,571	-	8,782,571
	Treatment Plant Capital	5,000,000	-	5,000,000
	Total	\$ 19,531,357	\$ -	\$ 19,531,357
Solid Waste (511)	Operating	\$ 171,601	\$ -	\$ 171,601
	Total	\$ 171,601	\$ -	\$ 171,601
Wastewater (521)	Operating	\$ 1,290,727	\$ -	\$ 1,290,727
	Capital Contingency	1,255,722	-	1,255,722
	Capital	548,825	-	548,825
	Treatment Plant Capital	2,824,012	-	2,824,012
	Total	\$ 5,919,286	\$ -	\$ 5,919,286
Non-Potable (531)	Capital Contingency	\$ 17,981	\$ -	\$ 17,981
Groves (538)	Capital	\$ 298,288	\$ -	\$ 298,288
<u>Internal Service Funds</u>				
Liability Insurance (602)	Self-Insured Retention	\$ 500,000	\$ -	\$ 500,000
Workers Comp (606)	Self-Insured Retention	\$ 1,000,000	\$ -	\$ 1,000,000

Schedule of Adopted Reserves
FY 2023-24

Governmental Funds	Reserve	Estimated Balance 6/30/2023	Net Proposed Increase (Decrease) 2023-24	Proposed Total Reserve 6/30/2024
General Fund (101)	Contingency	9,231,885	-	9,231,885
	Set-asides:			
	Reserve for Parking Imprv.	1,944,001	-	1,944,001
	Maint: Park Facilities	100,000	-	100,000
	Maint: Buildings & Imprvs.	1,571,543	-	1,571,543
	Unfunded Mandates	1,366,037	-	1,366,037
	Capital: HVAC, IT Equip.	200,000	-	200,000
	Capital: over \$50,000	1,229,290	-	1,229,290
	General Fund Vehicles	62,506	-	62,506
	Fire Equipment	408,142	-	408,142
	Animal Shelter Imprv.	25,292	-	25,292
	Sidewalk Imprv.	150,462	-	150,462
	Future Facilites	24,811,486	2,700,000	27,511,486
	Public Safety / Homelessness	2,527,356	-	2,527,356
	Total	\$ 43,628,001	\$ 2,700,000	\$ 46,328,001
<u>Enterprise Funds</u>				
Water (501)	Operating	\$ 2,936,131	\$ -	\$ 2,936,131
	Maintenance	2,612,655	-	2,612,655
	Rate Stabilization	200,000	-	200,000
	Capital	8,782,571	(3,500,000)	5,282,571
	Treatment Plant Capital	5,000,000	-	5,000,000
	Total	\$ 19,531,357	\$ (3,500,000)	\$ 16,031,357
Solid Waste (511)	Operating	\$ 171,601	\$ -	\$ 171,601
	Total	\$ 171,601	\$ -	\$ 171,601
Wastewater (521)	Operating	\$ 1,290,727	\$ -	\$ 1,290,727
	Capital Contingency	1,255,722	-	1,255,722
	Capital	548,825	-	548,825
	Treatment Plant Capital	2,824,012	-	2,824,012
	Total	\$ 5,919,286	\$ -	\$ 5,919,286
Non-Potable (531)	Capital Contingency	\$ 17,981	\$ -	\$ 17,981
Groves (538)	Capital	\$ 298,288	\$ -	\$ 298,288
<u>Internal Service Funds</u>				
Liability Insurance (602)	Self-Insured Retention	\$ 500,000	\$ -	\$ 500,000
Workers Comp (606)	Self-Insured Retention	\$ 1,000,000	\$ -	\$ 1,000,000

Financial Sources and Requirements by Fund
FY 2022-23

Water Fund Group

	Water Service (501)	Source Acquisition (508)	Water Capital Improvement (509)	Total Water Enterprise
Financial Sources:				
Unrestricted Cash Balance, 7/1/2022 \$	18,422,580	\$ 1,603,636	\$ -	\$ 20,026,216
Revenues	36,067,973	420,000	1,700,000	38,187,973
Interfund Transfers From:				
Water Capital Improvement (509)	1,700,000	-	-	1,700,000
Loan Payment from Cemetery (562)	152,072	-	-	152,072
Total Financial Sources	56,342,625	2,023,636	1,700,000	60,066,261
Financial Requirements:				
Appropriations	40,627,202	50,000	-	40,677,202
Interfund Transfers To:				
General Fund (101)	278,189	-	-	278,189
PARIS (211)	102,412	-	-	102,412
Water Service (501)	-	-	1,700,000	1,700,000
Risk Management (602)	200,000	-	-	200,000
Total Financial Requirements	41,207,803	50,000	1,700,000	42,957,803
Unrestricted Cash Balance, 6/30/23	\$ 15,134,822	\$ 1,973,636	\$ -	\$ 17,108,458

2022-23 Funding Plan Highlights:

In addition to the annual appropriations, the Water Fund's (501) major uses of funds are for (1) capital projects, (2) debt service, and (3) contributions to reserves.

The Cemetery Fund (562) will make a loan payment to repay the Water Fund (501).

Source Acquisition (508) and Water Capital Improvement (509) account for separate development impact fee funds. Source Acquisition fees are implemented to finance acquisition of approved water stock and water rights to assist the City in maintaining an adequate supply of water to meet the needs of development requiring water service from the city. Water Capital Improvement fees are implemented to finance the construction of water capital facilities and improvements that provide new capacity required to serve new development.

Financial Sources and Requirements by Fund
FY 2023-24

Water Fund Group

	Water Service (501)	Source Acquisition (508)	Water Capital Improvement (509)	Total Water Enterprise
Financial Sources:				
Unrestricted Cash Balance, 7/1/2023 \$	15,134,822	\$ 1,973,636	\$ -	\$ 17,108,458
Revenues	36,902,184	483,000	1,955,000	39,340,184
Interfund Transfers From:				
Water Capital Improvement (509)	1,955,000	-	-	1,955,000
Loan Payment from Cemetery (562)	151,277	-	-	151,277
Cancellation of Reserves:				
Reserve-Capital Contingency	3,500,000	-	-	3,500,000
Total Financial Sources	57,643,283	2,456,636	1,955,000	62,054,919
Financial Requirements:				
Appropriations	49,813,982	50,000	-	49,863,982
Interfund Transfers To:				
General Fund (101)	282,516	-	-	282,516
PARIS (211)	102,412	-	-	102,412
Water Service (501)	-	-	1,955,000	1,955,000
Risk Management (602)	300,000	-	-	300,000
Total Financial Requirements	50,498,910	50,000	1,955,000	52,503,910
 Unrestricted Cash Balance, 6/30/24	 \$ 7,144,374	 \$ 2,406,636	 \$ -	 \$ 9,551,010

2023-24 Funding Plan Highlights:

In addition to the annual appropriations, the Water Fund's (501) major uses of funds are for (1) capital projects, (2) debt service, and (3) contributions to reserves.

The Cemetery Fund (562) will make a loan payment to repay the Water Fund (501).

Source Acquisition (508) and Water Capital Improvement (509) account for separate development impact fee funds. Source Acquisition fees are implemented to finance acquisition of approved water stock and water rights to assist the City in maintaining an adequate supply of water to meet the needs of development requiring water service from the city. Water Capital Improvement fees are implemented to finance the construction of water capital facilities and improvements that provide new capacity required to serve new development.

Financial Sources and Requirements by Fund
FY 2022-23

Solid Waste Fund Group

	Solid Waste Service (511)	Calif Street Landfill Closure (517)	SW Capital Improvement (519)	Total Solid Waste Enterprise
Financial Sources				
Unrestricted Cash Balance, 7/1/2022	\$ 8,414,727	\$ -	\$ 4,118,996	\$ 12,533,723
Revenues	19,785,000	136,500	495,000	20,416,500
Interfund Transfers From:				
Solid Waste Capital Improvement (519)	823,981	-	-	823,981
Loan Repayment from Aviation (564)	60,000	-	-	60,000
Total Financial Sources	29,083,708	136,500	4,613,996	33,834,204
Financial Requirements:				
Appropriations	20,380,295	-	-	20,380,295
Interfund Transfers To:				
General Fund (101)	55,880	-	-	55,880
PARIS (211)	1,882,666	-	-	1,882,666
Solid Waste (511)	-	-	823,981	823,981
Groves (538)	81,660	-	-	81,660
Risk Management (602)	50,000	-	-	50,000
Landfill Closure Reserve (517)	136,500	136,500	-	273,000
Total Financial Requirements	22,587,001	136,500	823,981	23,547,482
Unrestricted Cash Balance, 6/30/23	\$ 6,496,707	\$ -	\$ 3,790,015	\$ 10,286,722

2022-23 Funding Plan Highlights

In addition to the annual operating appropriations, the major uses of Solid Waste Service Fund (511) are capital projects, debt service and contributions to reserves.

The balance of the annual impact of collection vehicles on City streets is transferred to the PARIS Fund (211) for road improvements. The Aviation Operating Fund (564) is making a principal and interest payment on the 2003 loan from the Solid Waste Fund (511).

The Landfill Closure Fund (517) accounts for reserves accumulated for closure and post closure maintenance expenses after the landfill has ceased operations. The Solid Waste Capital Improvement Fund (519) accounts for separate development impact fees that are collected to finance the cost of solid waste capital facilities and equipment that provide new capacity required to serve development.

**Financial Sources and Requirements by Fund
FY 2023-24**

Solid Waste Fund Group

	<u>Solid Waste Service (511)</u>	<u>Calif Street Landfill Closure (517)</u>	<u>SW Capital Improvement (519)</u>	<u>Total Solid Waste Enterprise</u>
Financial Sources				
Unrestricted Cash Balance, 7/1/2023	\$ 6,496,707	\$ -	\$ 3,790,015	\$ 10,286,722
Revenues	20,772,000	-	522,000	21,294,000
Interfund Transfers From:				
Solid Waste Service (511)	-	143,325	-	143,325
Solid Waste Capital Improvement (519)	823,981	-	-	823,981
Loan Repayment from Aviation (564)	60,000	-	-	60,000
Total Financial Sources	28,152,688	143,325	4,312,015	32,608,028
Financial Requirements:				
Appropriations	20,150,625	-	-	20,150,625
Interfund Transfers To:				
General Fund (101)	57,186	-	-	57,186
PARIS (211)	1,885,248	-	-	1,885,248
Solid Waste (511)	-	-	823,981	823,981
Groves (538)	81,660	-	-	81,660
Risk Management (602)	75,000	-	-	75,000
Landfill Closure Reserve (517)	143,325	143,325	-	286,650
Total Financial Requirements	22,393,044	143,325	823,981	23,360,350
 Unrestricted Cash Balance, 6/30/24	 \$ 5,759,644	 \$ -	 \$ 3,488,034	 \$ 9,247,678

2023-24 Funding Plan Highlights

In addition to the annual operating appropriations, the major uses of Solid Waste Service Fund (511) are capital projects, debt service and contributions to reserves.

The balance of the annual impact of collection vehicles on City streets is transferred to the PARIS Fund (211) for road improvements. The Aviation Operating Fund (564) is making a principal and interest payment on the 2003 loan from the Solid Waste Fund (511).

The Landfill Closure Fund (517) accounts for reserves accumulated for closure and post closure maintenance expenses after the landfill has ceased operations. The Solid Waste Capital Improvement Fund (519) accounts for separate development impact fees that are collected to finance the cost of solid waste capital facilities and equipment that provide new capacity required to serve development.

Financial Sources and Requirements by Fund
FY 2022-23

Wastewater Fund Group

	Wastewater Service (521)	Capital Improvements (529)	Total Wastewater Enterprise
Financial Sources:			
Unrestricted Cash Balance, 7/1/2022	\$ 16,165,809	\$ 2,605,861	\$ 18,771,670
Revenues	10,733,000	1,520,000	12,253,000
Interfund Transfers From:			
Capital Improvements (529)	200,771	-	200,771
Total Financial Sources	27,099,580	4,125,861	31,225,442
Financial Requirements:			
Appropriations	17,888,425	-	17,888,425
Interfund Transfers To:			
General Fund (101)	23,949	-	23,949
PARIS (211)	17,088	-	17,088
Wastewater Service (521)	-	200,771	200,771
Risk Management (602)	200,000	-	200,000
Total Financial Requirements	18,129,462	200,771	18,330,233
Unrestricted Cash Balance, 6/30/23	\$ 8,970,118	\$ 3,925,090	\$ 12,895,208

2022-23 Funding Plan Highlights:

In addition to the annual appropriations, the Wastewater Fund's (521) major uses of funds are for (1) capital projects, (2) debt service, and (3) contributions to reserves.

Wastewater Capital Improvement (529) accounts for a separate development impact fee fund. These fees are implemented to finance the construction of wastewater capital facilities that provide new capacity required to serve development.

Financial Sources and Requirements by Fund
FY 2023-24

Wastewater Fund Group

	Wastewater Service (521)	Capital Improvements (529)	Total Wastewater Enterprise
Financial Sources:			
Unrestricted Cash Balance, 7/1/2023	\$ 8,970,118	\$ 3,925,090	\$ 12,895,208
Revenues	11,552,100	1,747,000	13,299,100
Interfund Transfers From:			
Capital Improvements (529)	200,771	-	200,771
Total Financial Sources	20,722,990	5,672,090	26,395,080
Financial Requirements:			
Appropriations	17,553,962	-	17,553,962
Interfund Transfers To:			
General Fund (101)	24,508	-	24,508
PARIS (211)	17,088	-	17,088
Wastewater Service (521)	-	200,771	200,771
Risk Management (602)	200,000	-	200,000
Total Financial Requirements	17,795,558	200,771	17,996,329
 Unrestricted Cash Balance, 6/30/24	 \$ 2,927,432	 \$ 5,471,318	 \$ 8,398,750

2023-24 Funding Plan Highlights:

In addition to the annual appropriations, the Wastewater Fund's (521) major uses of funds are for (1) capital projects, (2) debt service, and (3) contributions to reserves.

Wastewater Capital Improvement (529) accounts for a separate development impact fee fund. These fees are implemented to finance the construction of wastewater capital facilities that provide new capacity required to serve development.

Financial Sources and Requirements by Fund
 FY 2022-23

Non Potable Water Fund Group

	NP Water Service <u>(531)</u>	NP Capital Improvement <u>(532)</u>	Total NP Water Enterprise <u></u>
Financial Sources:			
Unrestricted Cash Balance, 7/1/2022	\$ 545,471	\$ 943,879	\$ 1,489,350
Revenues	<u>592,000</u>	<u>80,000</u>	<u>672,000</u>
Total Financial Sources	1,137,471	1,023,879	2,161,350
Financial Requirements:			
Appropriations	<u>976,602</u>	<u>-</u>	<u>976,602</u>
Total Financial Requirements	976,602	-	976,602
Unrestricted Cash Balance, 6/30/23	\$ 160,869	\$ 1,023,879	\$ 1,184,748

2022-23 Funding Plan Highlights:

In addition to the annual appropriations, the Non Potable Water Fund's (531) major uses of funds are for (1) capital projects, (2) debt service, and (3) contributions to reserves.

The Non Potable Capital Improvement accounts for a separate development impact fee fund. These fees are implemented to finance the construction of nonpotable capital facilities that provide new capacity required to serve development.

Financial Sources and Requirements by Fund
FY 2023-24

Non Potable Water Fund Group

	<u>NP Water Service (531)</u>	<u>NP Capital Improvement (532)</u>	<u>Total NP Water Enterprise</u>
Financial Sources:			
Unrestricted Cash Balance, 7/1/2023	\$ 160,869	\$ 1,023,879	\$ 1,184,748
Revenues	<u>602,000</u>	<u>85,000</u>	<u>687,000</u>
Total Financial Sources	762,869	1,108,879	1,871,748
Financial Requirements:			
Appropriations	<u>701,838</u>	<u>-</u>	<u>701,838</u>
Total Financial Requirements	701,838	-	701,838
Unrestricted Cash Balance, 6/30/24	\$ 61,031	\$ 1,108,879	\$ 1,169,910

2023-24 Funding Plan Highlights:

In addition to the annual appropriations, the Non Potable Water Fund's (531) major uses of funds are for (1) capital projects, (2) debt service, and (3) contributions to reserves.

The Non Potable Capital Improvement accounts for a separate development impact fee fund. These fees are implemented to finance the construction of nonpotable capital facilities that provide new capacity required to serve development.

Financial Sources and Requirements by Fund
FY 2022-23

Other Enterprise Funds

	<u>Groves (538)</u>	<u>Cemetery (562)</u>	<u>Aviation (564)</u>
Financial Sources:			
Unrestricted Cash Balance, 7/1/2022	\$ 323,760	\$ 1,883,523	\$ 266,656
Revenues	850,000	1,431,718	458,065
Interfund Transfers From:			
CFD 2004-1 (261)	128,596	-	-
Solid Waste (511)	<u>81,660</u>	<u>-</u>	<u>-</u>
Total Financial Sources	1,384,016	3,315,241	724,721
Financial Requirements:			
Appropriations	1,121,974	1,357,091	410,993
Loan Payment to Water Fund (501)	-	152,072	-
Loan Payment to Solid Waste (511)	<u>-</u>	<u>-</u>	<u>60,000</u>
Total Financial Requirements	1,121,974	1,509,163	470,993
 Unrestricted Cash Balance, 6/30/23	 \$ 262,042	 \$ 1,806,078	 \$ 253,728

2022-23 Funding Plan Highlights:

Groves - Actual revenues in any one year can fluctuate drastically from estimated revenues due to weather and market conditions, locally or globally. The administration of the Groves has been under the purview of the Facilities and Communities Services Department (formerly the Quality of Life Department) since November 2007.

Cemetery - In 2015, Council approved a business plan which includes capital improvements to make the Cemetery more marketable and competitive. Repayment of an existing debt to the Water Fund (501) is included in the Cemetery Division's annual budget and shown above as loan payments.

Aviation - Repayment of the debt to the Solid Waste Service Fund (511) is included in the Aviation Division's annual budget and shown above as a loan payment.

Financial Sources and Requirements by Fund
FY 2023-24

Other Enterprise Funds

	<u>Groves (538)</u>	<u>Cemetery (562)</u>	<u>Aviation (564)</u>
Financial Sources:			
Unrestricted Cash Balance, 7/1/2023	\$ 262,042	\$ 1,806,078	\$ 253,728
Revenues	860,000	1,500,912	469,396
Interfund Transfers From:			
CFD 2004-1 (261)	128,596	-	-
Solid Waste (511)	<u>81,660</u>	<u>-</u>	<u>-</u>
Total Financial Sources	1,332,298	3,306,990	723,124
Financial Requirements:			
Appropriations	1,151,766	1,424,669	422,574
Loan Payment to Water Fund (501)	-	151,277	-
Loan Payment to Solid Waste (511)	<u>-</u>	<u>-</u>	<u>60,000</u>
Total Financial Requirements	1,151,766	1,575,946	482,574
 Unrestricted Cash Balance, 6/30/24	 \$ 180,532	 \$ 1,731,044	 \$ 240,550

2023-24 Funding Plan Highlights:

Groves - Actual revenues in any one year can fluctuate drastically from estimated revenues due to weather and market conditions, locally or globally. The administration of the Groves has been under the purview of the Facilities and Communities Services Department (formerly the Quality of Life Department) since November 2007.

Cemetery - In 2015, Council approved a business plan which includes capital improvements to make the Cemetery more marketable and competitive. Repayment of an existing debt to the Water Fund (501) is included in the Cemetery Division's annual budget and shown above as loan payments.

Aviation - Repayment of the debt to the Solid Waste Service Fund (511) is included in the Aviation Division's annual budget and shown above as a loan payment.

Financial Sources and Requirements by Fund
FY 2022-23

Internal Service Funds

	Liability Insurance (602)	Innovation & Technology (604)	Worker's Comp Insurance (606)	Equipment Maintenance (607)	Utility Billing (608)
Financial Sources:					
Unrestricted Cash Balance, 7/1/2022	\$ 185,756	\$ 2,222,329	\$ 1,946,668	\$ 4,613,365	\$ 765,613
Revenues	-	6,482,507	3,026,426	8,121,586	1,818,300
Transfers In From					
General Fund (101)	3,500,000	-	-	-	-
Water Fund (501)	200,000	-	-	-	-
Solid Waste Fund (511)	50,000	-	-	-	-
Wastewater Fund (521)	200,000	-	-	-	-
Total Financial Sources	4,135,756	8,704,836	4,973,094	12,734,951	2,583,913
Financial Requirements:					
Appropriations	4,012,467	6,854,806	3,146,679	6,711,203	2,146,243
Interfund Transfers to General Fund (101)	-	-	-	150,000	-
Total Financial Requirements	4,012,467	6,854,806	3,146,679	6,861,203	2,146,243
 Unrestricted Cash Balance, 6/30/23	 \$ 123,289	 \$ 1,850,030	 \$ 1,826,414	 \$ 5,873,748	 \$ 437,669

2022-23 Funding Plan Highlights:

Liability Insurance- This fund requires an operating transfer from the General Fund not only to maintain the required \$500,000 self-insured retention reserve, but also to fund the cost of claims and expenditures.

Innovation & Technology- Estimated revenues are generated from charges to internal customer accounts as a means of cost recovery for information technology support services rendered to city departments.

Worker's Compensation - Estimated revenues are generated from charges to internal customer accounts as a means of cost recovery for claims paid and training provided on behalf of city departments.

Equipment Maintenance- Estimated revenues are generated from charges to internal customer accounts as a means of cost recovery for fleet services rendered to city departments.

Utility Billing- The three utility enterprise funds, water, wastewater and solid waste, are charged proportionately for services by the utility billing division.

Financial Sources and Requirements by Fund
FY 2023-24

Internal Service Funds

	Liability Insurance (602)	Innovation & Technology (604)	Worker's Comp Insurance (606)	Equipment Maintenance (607)	Utility Billing (608)
Financial Sources:					
Unrestricted Cash Balance, 7/1/2023	\$ 123,289	\$ 1,850,030	\$ 1,826,414	\$ 5,873,748	\$ 437,669
Revenues	-	6,973,723	3,272,153	9,309,244	2,219,300
Transfers In From					
General Fund (101)	4,150,000	-	-	-	-
Water Fund (501)	300,000	-	-	-	-
Solid Waste Fund (511)	75,000	-	-	-	-
Wastewater Fund (521)	200,000	-	-	-	-
Total Financial Sources	4,848,289	8,823,753	5,098,567	15,182,992	2,656,969
Financial Requirements:					
Appropriations	4,603,843	7,380,085	3,400,905	7,852,132	2,065,363
Interfund Transfers to General Fund (101)	-	-	-	150,000	-
Total Financial Requirements	4,603,843	7,380,085	3,400,905	8,002,132	2,065,363
 Unrestricted Cash Balance, 6/30/24	 \$ 244,446	 \$ 1,443,668	 \$ 1,697,662	 \$ 7,180,860	 \$ 591,606

2023-24 Funding Plan Highlights:

Liability Insurance- This fund requires an operating transfer from the General Fund not only to maintain the required \$500,000 self-insured retention reserve, but also to fund the cost of claims and expenditures.

Innovation & Technology- Estimated revenues are generated from charges to internal customer accounts as a means of cost recovery for information technology support services rendered to city departments.

Worker's Compensation - Estimated revenues are generated from charges to internal customer accounts as a means of cost recovery for claims paid and training provided on behalf of city departments.

Equipment Maintenance- Estimated revenues are generated from charges to internal customer accounts as a means of cost recovery for fleet services rendered to city departments.

Utility Billing- The three utility enterprise funds, water, wastewater and solid waste, are charged proportionately for services by the utility billing division.

Financial Sources and Requirements by Fund
FY 2022-23

Special Revenue Funds

	General Government Grants (200)	Emergency Service (205)	Household Hazardous Waste (206)	Gas Tax (207)
Financial Sources:				
Unrestricted Cash as of 7/1/2022	\$ 225,009	\$ -	\$ 208,853	\$ 434,334
Revenues	-	1,135,000	100,000	3,698,006
Interfund Transfers From:				
General Fund (101)	-	4,747,477	-	-
Total Financial Sources	225,009	5,882,477	308,853	4,132,340
Financial Requirements:				
Appropriations	-	5,882,477	142,694	-
Interfund Transfers To:				
General Fund (101)	-	-	-	2,076,075
PARIS (211)	-	-	-	1,621,931
General Capital Improv. (240)	-	-	-	-
Total Financial Requirements	-	5,882,477	142,694	3,698,006
Unrestricted Cash Balance, 6/30/23	\$ 225,009	\$ -	\$ 166,159	\$ 434,334

2022-23 Funding Plan Highlights:

General Government Grants- This fund was initiated to account for grants received and expended by departments within the General Fund rather than accounting for these funds alongside the general tax revenue and non-grant expenditures.

Emergency Service- This fund accounts for the full cost of all firefighter paramedics and the paramedic program. It requires an operating transfer from the General Fund.

Household Hazardous Waste- This fund is supported by fees which are used for the household hazardous waste collection program and related expenditures.

Gas Tax- This fund accounts for State Gas Tax as well as SB1 revenues. Effective November 1, 2017, SB1 increased the gasoline excise tax to fund local road maintenance and rehabilitation. The original Gas Tax allocation is transferred to the General Fund on a monthly basis in support of the streets division and the supplemental SB1 allocation is transferred to PARIS Fund 211 and/or General Capital Improvement Fund 240, based on the project activity in those funds.

Financial Sources and Requirements by Fund
FY 2023-24

Special Revenue Funds

	General Government Grants (200)	Emergency Service (205)	Household Hazardous Waste (206)	Gas Tax (207)
Financial Sources:				
Unrestricted Cash as of 7/1/2023	\$ 225,009	\$ -	\$ 166,159	\$ 434,334
Revenues	-	1,135,500	100,000	3,370,546
Interfund Transfers From:				
General Fund (101)	-	5,326,446	-	-
Total Financial Sources	225,009	6,461,946	266,159	3,804,880
Financial Requirements:				
Appropriations	-	6,461,946	148,032	-
Interfund Transfers To:				
General Fund (101)	-	-	-	1,884,307
PARIS (211)	-	-	-	1,486,239
General Capital Improv. (240)	-	-	-	-
Total Financial Requirements	-	6,461,946	148,032	3,370,546
 Unrestricted Cash Balance, 6/30/24	 \$ 225,009	 \$ -	 \$ 118,127	 \$ 434,335

2023-24 Funding Plan Highlights:

General Government Grants- This fund was initiated to account for grants received and expended by departments within the General Fund rather than accounting for these funds alongside the general tax revenue and non-grant expenditures.

Emergency Service- This fund accounts for the full cost of all firefighter paramedics and the paramedic program. It requires an operating transfer from the General Fund.

Household Hazardous Waste- This fund is supported by fees which are used for the household hazardous waste collection program and related expenditures.

Gas Tax - This fund accounts for State Gas Tax as well as SB1 revenues. Effective November 1, 2017, SB1 increased the gasoline excise tax to fund local road maintenance and rehabilitation. The original Gas Tax allocation is transferred to the General Fund on a monthly basis in support of the streets division and the supplemental SB1 allocation is transferred to PARIS Fund 211 and/or General Capital Improvement Fund 240, based on the project activity in those funds..

SCHEDULE 5

Financial Sources and Requirements by Fund
FY 2022-23

Special Revenue Funds

	Local Transportation (209)	Measure "I" 2010 (210)	PARIS (211)
	<u> </u>	<u> </u>	<u> </u>
Financial Sources:			
Unrestricted Cash as of 7/1/2022	\$ 127,111	\$ 894,406	\$ 469,457
Revenues	-	1,825,567	-
Interfund Transfers From:			
Gas Tax (207)	-	-	1,621,931
Measure "I" 2010 (210)	-	-	2,704,233
Water Service (501)	-	-	102,412
Solid Waste Service (511)	-	-	1,882,666
Wastewater Service (521)	-	-	17,088
	<u> </u>	<u> </u>	<u> </u>
Total Financial Sources	127,111	2,719,973	6,797,787
Financial Requirements:			
Appropriations	-	15,740	5,035,222
Interfund Transfers To:			
PARIS (211)	-	2,704,233	-
	<u> </u>	<u> </u>	<u> </u>
Total Financial Requirements	-	2,719,973	5,035,222
Unrestricted Cash Balance, 6/30/23	\$ 127,111	\$ -	\$ 1,762,565

2022-23 Funding Plan Highlights:

Local Transportation - This fund accounts for street improvements and road construction funds from various sources including projects financed by State grant activity.

Measure "I" 2010 - This fund accounts for Measure I Sales Tax 2010 and forward activities. Current appropriations are for various resurfacing and striping projects.

Pavement Accelerated Repair Implementation Strategy (PARIS) - This fund accounts for PARIS related street paving and resurfacing projects included in the citywide PARIS program. Projects are funded by the enhanced Gas Tax revenue, under SB1, as well as transfers from the utility funds in proportion to the impacts of their vehicles and street cuts on City streets.

SCHEDULE 5

Financial Sources and Requirements by Fund
FY 2023-24

Special Revenue Funds

	Local Transportation (209)	Measure "I" 2010 (210)	PARIS (211)
	<u> </u>	<u> </u>	<u> </u>
Financial Sources:			
Unrestricted Cash as of 7/1/2023	\$ 127,111	\$ -	\$ 1,762,565
Revenues	-	1,837,360	-
Interfund Transfers From:			
Gas Tax (207)	-	-	1,486,239
Measure "I" 2010 (210)	-	-	1,820,833
Water Service (501)	-	-	102,412
Solid Waste Service (511)	-	-	1,885,248
Wastewater Service (521)	-	-	17,088
	<u> </u>	<u> </u>	<u> </u>
Total Financial Sources	127,111	1,837,360	7,074,385
Financial Requirements:			
Appropriations	-	16,527	5,053,858
Interfund Transfers To:			
PARIS (211)	-	1,820,833	-
	<u> </u>	<u> </u>	<u> </u>
Total Financial Requirements	-	1,837,360	5,053,858
Unrestricted Cash Balance, 6/30/24	\$ 127,111	\$ -	\$ 2,020,527

2023-24 Funding Plan Highlights:

Local Transportation - This fund accounts for street improvements and road construction funds from various sources including projects financed by State grant activity.

Measure "I" 2010 - This fund accounts for Measure I Sales Tax 2010 and forward activities. Current appropriations are for various resurfacing and striping projects.

Pavement Accelerated Repair Implementation Strategy (PARIS) - This fund accounts for PARIS related street paving and resurfacing projects included in the citywide PARIS program. Projects are funded by the enhanced Gas Tax revenue, under SB1, as well as transfers from the utility funds in proportion to the impacts of their vehicles and street cuts on City streets.

SCHEDULE 5

Financial Sources and Requirements by Fund
FY 2022-23

Special Revenue Funds

	Air Quality Improvement (221)	Traffic Safety (223)	Open Space (227)
	<u> </u>	<u> </u>	<u> </u>
Financial Sources:			
Unrestricted Cash as of 7/1/2022	\$ 550,443	\$ -	\$ 1,967,881
Revenues	<u>89,000</u>	<u>202,000</u>	<u>500,000</u>
Total Financial Sources	639,443	202,000	2,467,881
Financial Requirements:			
Appropriations	350,418	-	-
Interfund Transfers To: General Fund (101)	<u>-</u>	<u>202,000</u>	<u>-</u>
Total Financial Requirements	350,418	202,000	-
Unrestricted Cash Balance, 6/30/23	\$ 289,025	\$ -	\$ 2,467,881

2022-23 Funding Plan Highlights:

Air Quality Improvement - Revenues received from SCAQMD are held to fund various City programs/purchases that enhance air quality.

Traffic Safety - This fund accounts for parking and traffic fine revenues which are transferred to the General Fund on a monthly basis in support of public safety.

Open Space - Estimated revenues represent a portion of Park & Open Space Development Impact Fees dedicated to the acquisition of open space.

SCHEDULE 5

Financial Sources and Requirements by Fund
FY 2023-24

Special Revenue Funds

	Air Quality Improvement (221)	Traffic Safety (223)	Open Space (227)
	<u> </u>	<u> </u>	<u> </u>
Financial Sources:			
Unrestricted Cash as of 7/1/2023	\$ 289,025	\$ -	\$ 2,467,881
Revenues	<u>89,000</u>	<u>202,000</u>	<u>500,000</u>
Total Financial Sources	378,025	202,000	2,967,881
Financial Requirements:			
Appropriations	460	-	-
Interfund Transfers To: General Fund (101)	<u>-</u>	<u>202,000</u>	<u>-</u>
Total Financial Requirements	460	202,000	-
Unrestricted Cash Balance, 6/30/24	\$ 377,566	\$ -	\$ 2,967,881

2023-24 Funding Plan Highlights:

Air Quality Improvement - Revenues received from SCAQMD are held to fund various City programs/purchases that enhance air quality.

Traffic Safety - This fund accounts for parking and traffic fine revenues which are transferred to the General Fund on a monthly basis in support of public safety.

Open Space - Estimated revenues represent a portion of Park & Open Space Development Impact Fees dedicated to the acquisition of open space.

SCHEDULE 5

Financial Sources and Requirements by Fund
FY 2022-23

Special Revenue Funds

	Downtown Redlands Business Area (236)	Parking Authority (237)	Public Art (238)
	<u> </u>	<u> </u>	<u> </u>
Financial Sources:			
Unrestricted Cash as of 7/1/2022	\$ 49,534	\$ -	\$ 13,580
Revenues	151,000	11,500	-
Other Financial Source	-	-	-
Interfund Transfers From:			
General Fund (101)	<u>-</u>	<u>11,642</u>	<u>-</u>
Total Financial Sources	200,534	23,142	13,580
Financial Requirements:			
Appropriations	<u>152,008</u>	<u>23,142</u>	<u>-</u>
Total Financial Requirements	152,008	23,142	-
Unrestricted Cash Balance, 6/30/23	\$ 48,526	\$ -	\$ 13,580

2022-23 Funding Plan Highlights:

Downtown Redlands Business Area- This fund accounts for various activities and special events conducted with the intent of attracting the public to the downtown area.

Parking Authority - This fund accounts for the activity of parking permit fees and city parking lots. The cash balance is currently unreserved and undesignated.

Public Art - This fund accounts for donations and subsequent expenditures on public art installations.

SCHEDULE 5

Financial Sources and Requirements by Fund
FY 2023-24

Special Revenue Funds

	Downtown Redlands Business Area (236)	Parking Authority (237)	Public Art (238)
	<u> </u>	<u> </u>	<u> </u>
Financial Sources:			
Unrestricted Cash as of 7/1/2023	\$ 48,526	\$ -	\$ 13,580
Revenues	154,000	11,500	-
Other Financial Source	-	-	-
Interfund Transfers From:			
General Fund (101)	<u> </u>	<u>12,799</u>	<u> </u>
Total Financial Sources	202,526	24,299	13,580
Financial Requirements:			
Appropriations	<u>155,262</u>	<u>24,299</u>	<u> </u>
Total Financial Requirements	155,262	24,299	-
Unrestricted Cash Balance, 6/30/24	\$ 47,264	\$ -	\$ 13,580

2023-24 Funding Plan Highlights:

Downtown Redlands Business Area- This fund accounts for various activities and special events conducted with the intent of attracting the public to the downtown area.

Parking Authority - This fund accounts for the activity of parking permit fees and city parking lots. The cash balance is currently unreserved and undesignated.

Public Art - This fund accounts for donations and subsequent expenditures on public art installations.

Financial Sources and Requirements by Fund
 FY 2022-23

Special Revenue Funds

	Transportation Development Act (241)	Asset Forfeiture (246)	Supplemental Law Enforcement (249)
	<u> </u>	<u> </u>	<u> </u>
Financial Sources:			
Unrestricted Cash as of 7/1/2022	\$ 93	\$ 1,222,373	\$ 279,703
Revenues	<u>-</u>	<u>119,600</u>	<u>176,559</u>
Total Financial Sources	93	1,341,973	456,262
Financial Requirements:			
Appropriations	<u>-</u>	<u>191,924</u>	<u>326,391</u>
Total Financial Requirements	-	191,924	326,391
Unrestricted Cash Balance, 6/30/23	\$ 93	\$ 1,150,049	\$ 129,871

2022-23 Funding Plan Highlights:

Transportation Development Act (TDA) - This fund accounts for the development and support of public transportation needs. There are no current projects budgeted for FY 2022-23.

Asset Forfeiture - This fund accounts for Asset Seizure revenues. These funds must be used to enhance local law enforcement for drug related activities.

Supplemental Law Enforcement - This fund accounts for law enforcement revenues from the State. These funds must be used to enhance local law enforcement efforts.

Financial Sources and Requirements by Fund
FY 2023-24

Special Revenue Funds

	Transportation Development Act (241)	Asset Forfeiture (246)	Supplemental Law Enforcement (249)
	<u> </u>	<u> </u>	<u> </u>
Financial Sources:			
Unrestricted Cash as of 7/1/2023	\$ 93	\$ 1,150,049	\$ 129,871
Revenues	<u>-</u>	<u>119,600</u>	<u>226,500</u>
Total Financial Sources	93	1,269,649	356,371
Financial Requirements:			
Appropriations	<u>-</u>	<u>158,582</u>	<u>314,405</u>
Total Financial Requirements		158,582	
Unrestricted Cash Balance, 6/30/24	\$ 93	\$ 1,111,067	\$ 41,966

2023-24 Funding Plan Highlights:

Transportation Development Act (TDA) - This fund accounts for the development and support of public transportation needs. There are no current projects budgeted for FY 2023-24.

Asset Forfeiture - This fund accounts for Asset Seizure revenues. These funds must be used to enhance local law enforcement for drug related activities.

Supplemental Law Enforcement - This fund accounts for law enforcement revenues from the State. These funds must be used to enhance local law enforcement efforts.

Financial Sources and Requirements by Fund
FY 2022-23

Special Revenue Funds

	Park & Open Space Dvlp (250)	Public Facilities Development (251)	Arterial Street Construction (252)	Traffic Signals (253)
Financial Sources:				
Unrestricted Cash as of 7/1/2022	\$ 2,133,453	\$ 1,658,882	\$ 3,944,996	\$ 733,689
Revenues	<u>1,500,000</u>	<u>1,120,000</u>	<u>722,000</u>	<u>94,500</u>
Total Financial Sources	3,633,453	2,778,882	4,666,996	828,189
 Financial Requirements:				
Appropriations	<u>105,883</u>	<u>20,500</u>	<u>1,200,000</u>	<u>700,000</u>
Total Financial Requirements	105,883	20,500	1,200,000	700,000
 Unrestricted Cash Balance, 6/30/23	 \$ 3,527,569	 \$ 2,758,382	 \$ 3,466,996	 \$ 128,189

2022-23 Funding Plan Highlights:

Park & Open Space Development - Revenues represent park and open space impact fees.

Public Facilities Development- Out of the five categories of revenues of impact fees collected within this fund, the Fire (6%), Library (34%) and General Government (60%) impact fees collected are used to repay debt service on 2003 Certificates of Participation that were used to refinance the 1993 Refunding of 1986/87 COPs. The 2003 COPs mature in September 2017, making the last and final payment during last fiscal year (2017-2018). In years when impact fee revenue was insufficient in these categories, the General Fund provided coverage for the balance of the 50% share of debt service owed by the Public Facilities Fund in the form of a loan.

Arterial Street Construction - Revenues represent a portion of transportation impact fees to fund specific arterial street projects. The major project planned for this fiscal year is the Citrus Avenue Widening.

Traffic Signals - Revenues represent a portion of transportation impact fees to fund specific traffic signal projects. The major project funded this fiscal year is the construction of a traffic signal at Cypress Avenue and Cajon Street..

Financial Sources and Requirements by Fund
FY 2023-24

Special Revenue Funds

	Park & Open Space Dvlp (250)	Public Facilities Development (251)	Arterial Street Construction (252)	Traffic Signals (253)
Financial Sources:				
Unrestricted Cash as of 7/1/2023	\$ 3,527,569	\$ 2,758,382	\$ 3,466,996	\$ 128,189
Revenues	<u>1,500,000</u>	<u>1,287,000</u>	<u>831,000</u>	<u>92,500</u>
Total Financial Sources	5,027,569	4,045,382	4,297,996	220,689
Financial Requirements:				
Appropriations	<u>105,657</u>	<u>20,500</u>	<u>950,000</u>	<u>100,000</u>
Total Financial Requirements	105,657	20,500	950,000	100,000
 Unrestricted Cash Balance, 6/30/24	 \$ 4,921,913	 \$ 4,024,882	 \$ 3,347,996	 \$ 120,689

2023-24 Funding Plan Highlights:

Park & Open Space Development - Revenues represent park and open space impact fees.

Public Facilities Development- Out of the five categories of revenues of impact fees collected within this fund, the Fire (6%), Library (34%) and General Government (60%) impact fees collected are used to repay debt service on 2003 Certificates of Participation that were used to refinance the 1993 Refunding of 1986/87 COPs. The 2003 COPs mature in September 2017, making the last and final payment during last fiscal year (2017-2018). In years when impact fee revenue was insufficient in these categories, the General Fund provided coverage for the balance of the 50% share of debt service owed by the Public Facilities Fund in the form of a loan.

Arterial Street Construction- Revenues represent a portion of transportation impact fees to fund specific arterial street projects. The major project planned for this fiscal year is the widening of Redlands Boulevard near Lugonia Avenue.

Traffic Signals - Revenues represent a portion of transportation impact fees to fund specific traffic signal projects. The major project funded this fiscal year is the construction of a traffic signal at San Bernardino Avenue and Church Street.

Financial Sources and Requirements by Fund
FY 2022-23

Special Revenue Funds

	Freeway Interchanges (254)	Street Lighting Assessment District (260)	CFD 2004-1 (261)	Landscape Maintenance District (263)
Financial Sources:				
Unrestricted Cash as of 7/1/2022	\$ 1,839,013	\$ 17,942	\$ 144,237	\$ -
Revenues	458,000	25,000	576,000	29,000
Interfund Transfers From:				
General Fund (101)				21,639
Total Financial Sources	2,297,013	42,942	720,237	50,639
Financial Requirements:				
Appropriations	-	21,358	457,347	50,639
Interfund Transfers To:				
Groves Fund (538)	-	-	128,596	-
Total Financial Requirements	-	21,358	585,943	50,639
Unrestricted Cash Balance, 6/30/23	\$ 2,297,013	\$ 21,584	\$ 134,294	\$ -

2022-23 Funding Plan Highlights:

Freeway Interchanges- Revenues represent a portion of transportation impact fees to fund specific freeway ramp projects. The major projects managed in this fund include the on/off ramp improvements to the I-10 at both Alabama Street and University Avenue.

Street Lighting Assessment District- This fund accounts for the specified activities in areas covered by the district.

CFD 2004-1 - This fund provides common area maintenance to certain areas that decide to annex into the district.

Landscape Maintenance District- This fund is now limited to expenditure activity only up to anticipated revenues in areas covered by the district.

Financial Sources and Requirements by Fund
FY 2023-24

Special Revenue Funds

	Freeway Interchanges (254)	Street Lighting Assessment District (260)	CFD 2004-1 (261)	Landscape Maintenance District (263)
Financial Sources:				
Unrestricted Cash as of 7/1/2023	\$ 2,297,013	\$ 21,584	\$ 134,294	\$ -
Revenues	526,500	25,000	601,000	29,000
Interfund Transfers From:				
General Fund (101)	-	-	-	21,839
Total Financial Sources	2,823,513	46,584	735,294	50,839
Financial Requirements:				
Appropriations	-	21,766	458,768	50,839
Interfund Transfers To:				
Groves Fund (538)	-	-	128,596	-
Total Financial Requirements	-	21,766	587,364	50,839
Unrestricted Cash Balance, 6/30/24	\$ 2,823,513	\$ 24,818	\$ 147,930	\$ -

2023-24 Funding Plan Highlights:

Freeway Interchanges- Revenues represent a portion of transportation impact fees to fund specific freeway ramp projects. The major projects managed in this fund include the on/off ramp improvements to the I-10 at both Alabama Street and University Avenue.

Street Lighting Assessment District- This fund accounts for the specified activities in areas covered by the district.

CFD 2004-1 - This fund provides common area maintenance to certain areas that decide to annex into the district.

Landscape Maintenance District- This fund is now limited to expenditure activity only up to anticipated revenues in areas covered by the district.

SCHEDULE 5

Financial Sources and Requirements by Fund
FY 2022-23

Special Revenue Funds

	General Debt Service (305)	Storm Drain Construction (405)	City/Safety Hall Replcmt (406)
	<u> </u>	<u> </u>	<u> </u>
Financial Sources:			
Unrestricted Cash as of 7/1/2022	\$ -	\$ 2,400,157	\$ 2,710,696
Revenues	30,430	337,500	-
Interfund Transfers From:			
Payroll Clearing Fund (609)	<u>1,870,097</u>	<u> </u>	<u> </u>
Total Financial Sources	1,900,527	2,737,657	2,710,696
Financial Requirements:			
Appropriations	<u>1,900,527</u>	<u>2,557,035</u>	<u>-</u>
Total Financial Requirements	1,900,527	2,557,035	-
Unrestricted Cash Balance, 6/30/23	\$ -	\$ 180,622	\$ 2,710,696

2022-23 Funding Plan Highlights:

General Debt Service - This fund currently records the payment activity for the 2007 Pension Obligation Bonds.

Storm Drain Construction - Estimated revenues are development impact fees to fund specific storm drain projects. Major projects this year include erosion prevention and control for Oakmont Park.

City/Safety Hall Replacement - This fund accounts for expenses and financial resources related to construction, acquisition and rehabilitation of capital assets related to Safety / City Hall Replacement activities.

SCHEDULE 5

Financial Sources and Requirements by Fund
FY 2023-24

Special Revenue Funds

	General Debt Service (305)	Storm Drain Construction (405)	City/Safety Hall Replcmt (406)
	<u> </u>	<u> </u>	<u> </u>
Financial Sources:			
Unrestricted Cash as of 7/1/2023	\$ -	\$ 180,622	\$ 2,710,696
Revenues	30,430	387,500	-
Interfund Transfers From:			
Payroll Clearing Fund (609)	<u>365,486</u>	<u> </u>	<u> </u>
Total Financial Sources	395,916	568,122	2,710,696
Financial Requirements:			
Appropriations	<u>395,915</u>	<u>407,512</u>	<u>-</u>
Total Financial Requirements	395,915	407,512	-
Unrestricted Cash Balance, 6/30/24	\$ -	\$ 160,610	\$ 2,710,696

2023-24 Funding Plan Highlights:

General Debt Service - This fund currently records the payment activity for the 2007 Pension Obligation Bonds.

Storm Drain Construction - Estimated revenues are development impact fees to fund specific storm drain projects. Major projects this fiscal year include the Redlands Country Club Drainage projects.

City/Safety Hall Replacement - This fund accounts for expenses and financial resources related to construction, acquisition and rehabilitation of capital assets related to Safety / City Hall Replacement activities.

Financial Sources and Requirements by Fund
 FY 2022-23
 Permanent and Agency Funds

	Simonds Endowment (705)	Pauline Stancliff Memorial Trust (706)	CFD Trust (810)	Successor Agency to the RDA (820)
Financial Sources:				
Unrestricted Cash Balance, 7/1/2022	\$ 28,212	\$ 2,387	\$ 2,976,567	\$ 2,516,932
Revenues	-	-	1,536,501	10,363
Total Financial Sources	28,212	2,387	4,513,068	2,527,295
Financial Requirements:				
Appropriations	-	-	1,536,297	2,527,295
Total Financial Requirements	-	-	1,536,297	2,527,295
Unrestricted Cash Balance, 6/30/23	28,212	2,387	2,976,771	-

2022-23 Funding Plan Highlights:

Simonds Endowment – To account for the principal and interest generated from an endowment provided to the City from Priscilla Alden Simonds for the purpose of providing maintenance, materials and equipment solely for use at Simonds Parkway.

Pauline Stancliff Memorial Trust– To account for the principal and interest generated from an endowment provided to the City from Pauline Stancliff for the purpose of establishing programs that focus on improving the quality of life for seniors at the Joslyn Senior Center.

CFD Trust - This fund accounts for CFD 2001-1 and CFD 2003-1 assessments for annual principal and interest related to the bonds issued for infrastructure improvements in the respective areas.

Successor Agency to RDA - The activity in this fund reflects the wind-down of former RDA obligations.

Financial Sources and Requirements by Fund
 FY 2023-24
 Permanent and Agency Funds

	Simonds Endowment (705)	Pauline Stancliff Memorial Trust (706)	CFD Trust (810)	Successor Agency to the RDA (820)
Financial Sources:				
Unrestricted Cash Balance, 7/1/2023	\$ 28,212	\$ 2,387	\$ 2,976,771	\$ -
Revenues	-	-	1,549,158	-
Total Financial Sources	28,212	2,387	4,525,929	-
Financial Requirements:				
Appropriations	-	-	1,548,957	-
Total Financial Requirements	-	-	1,548,957	-
Unrestricted Cash Balance, 6/30/24	28,212	2,387	2,976,972	-

2023-24 Funding Plan Highlights:

Simonds Endowment – To account for the principal and interest generated from an endowment provided to the City from Priscilla Alden Simonds for the purpose of providing maintenance, materials and equipment solely for use at Simonds Parkway.

Pauline Stancliff Memorial Trust– To account for the principal and interest generated from an endowment provided to the City from Pauline Stancliff for the purpose of establishing programs that focus on improving the quality of life for seniors at the Joslyn Senior Center.

CFD Trust - This fund accounts for CFD 2001-1 and CFD 2003-1 assessments for annual principal and interest related to the bonds issued for infrastructure improvements in the respective areas.

Successor Agency to RDA - The activity in this fund reflects the wind-down of former RDA obligations.

SCHEDULE 6

City of Redlands
Adopted Budget Summary
Summary of 2023 Financial Sources and Requirements

	SOURCES				REQUIREMENTS				Ending Fund Balance/ Cash Balance	
	Beginning Fund Balance/ Cash Balance	Revenues	Inter-Fund Transfers From	Other*	TOTAL	Appropriations	Inter-Fund Transfers To	Other*		TOTAL
101 General Fund	\$ 21,382,808	106,950,531	\$ 2,636,093	\$ 120,000	\$ 131,089,431	\$ 98,449,668	\$ 8,280,758	2,700,000	\$ 109,430,426	21,659,005
200 General Govt. Grants	225,009	-	-	-	225,009	-	-	-	-	225,009
205 Emergency Services	-	1,135,000	4,747,477	-	5,882,477	5,882,477	-	-	5,882,477	-
206 Household Haz. Waste	208,853	100,000	-	-	308,853	142,694	-	-	142,694	166,159
207 Gas Tax	434,334	3,698,006	-	-	4,132,340	3,698,006	-	-	3,698,006	434,334
209 Local Transportation	127,111	-	-	-	127,111	-	-	-	-	127,111
210 Measure 12010	894,406	1,825,567	-	-	2,719,973	15,740	2,704,233	-	2,719,973	-
211 PARIS	469,457	-	6,328,330	-	6,797,787	5,035,222	-	-	5,035,222	1,762,565
221 Air Quality Improv.	550,443	89,000	-	-	639,443	350,418	-	-	350,418	289,025
223 Traffic Safety	-	202,000	-	-	202,000	-	202,000	-	202,000	-
227 Open Space	1,967,881	500,000	-	-	2,467,881	-	-	-	-	2,467,881
236 Downtown Business Area	49,534	151,000	-	-	200,534	152,008	-	-	152,008	48,526
237 Parking Authority	-	11,500	11,642	-	23,142	23,142	-	-	23,142	-
238 Public Art Fund	13,580	-	-	-	-	-	-	-	-	13,580
241 Trans. Dev. Act Grant	93	-	-	-	93	-	-	-	-	93
246 Asset Forfeiture	1,222,373	119,600	-	-	1,341,973	191,924	-	-	191,924	1,150,049
249 Supp. Law Enforcement	279,703	176,559	-	-	456,262	326,391	-	-	326,391	129,871
250 Park & Open Space Dvlp.	2,133,453	1,500,000	-	-	3,633,453	105,883	-	-	105,883	3,527,569
251 Public Facilities Develop.	1,658,882	1,120,000	-	-	2,778,882	20,500	-	-	20,500	2,758,382
252 Arterial Street Construction	3,944,996	722,000	-	-	4,666,996	1,200,000	-	-	1,200,000	3,466,996
253 Traffic Signals	733,689	94,500	-	-	828,189	700,000	-	-	700,000	128,189
254 Freeway Interchanges	1,839,013	458,000	-	-	2,297,013	-	-	-	-	2,297,013
260 Street Lighting Dist. #1	17,942	25,000	-	-	42,942	21,358	-	-	21,358	21,584
261 CFD 2004-1	144,237	576,000	-	-	720,237	457,347	128,596	-	585,943	134,294
263 Landscape Maint. Dist.	-	29,000	21,639	-	50,639	50,639	-	-	50,639	-
305 General Debt Service	-	30,430	1,870,097	-	1,900,527	1,900,527	-	-	1,900,527	-
405 Storm Drain Construction	2,400,157	337,500	-	-	2,737,657	2,557,035	-	-	2,557,035	180,622
406 Safety/City Hall Replacement	2,710,696	-	-	-	2,710,696	-	-	-	-	2,710,696
501 Water Service	18,422,580	36,067,973	1,700,000	152,072	56,342,625	40,627,202	580,601	-	41,207,803	15,134,822
508 Source Acquisition	1,603,636	420,000	-	-	2,023,636	50,000	-	-	50,000	1,973,636
509 Water Capital Improvement	-	1,700,000	-	-	1,700,000	-	1,700,000	-	1,700,000	-
511 Solid Waste Service	8,414,727	19,785,000	-	-	29,083,708	20,380,295	2,206,706	-	22,587,001	6,496,707
517 Calif St Landfill Closure	-	-	136,500	60,000	196,500	-	-	136,500	136,500	-
519 Solid Waste Cap. Improv.	4,118,996	495,000	-	-	4,613,996	-	823,981	-	823,981	3,790,015
521 Wastewater Service	16,165,809	10,733,000	200,771	-	27,099,580	17,888,425	241,037	-	18,129,462	8,970,118
529 WW Capital Improvement	2,605,861	1,520,000	-	-	4,125,861	-	200,771	-	200,771	3,925,090
531 Non-Potable Water Service	545,471	592,000	-	-	1,137,471	976,602	-	-	976,602	160,869
532 Non-Potable Capital Imprv	943,879	80,000	-	-	1,023,879	-	-	-	-	1,023,879
538 Groves	323,760	1,431,718	210,256	-	1,965,734	1,121,974	-	-	1,121,974	843,760
562 Cemetery	1,893,523	850,000	-	-	2,743,523	1,357,091	-	-	1,357,091	1,386,432
564 Aviation	266,656	458,065	-	-	724,721	410,993	-	-	410,993	313,728
602 Liability Self-Insurance	185,756	-	3,950,000	-	4,135,756	4,012,467	-	-	4,012,467	123,289
604 Dept of Innovation & Tech	2,222,329	6,482,507	-	-	8,704,836	6,854,806	-	-	6,854,806	1,850,030
606 Workers' Compensation	1,946,668	3,026,426	-	-	4,973,094	3,146,679	-	-	3,146,679	1,826,414
607 Equipment Maintenance	4,613,365	8,121,586	-	-	12,734,951	6,711,203	-	-	6,861,203	5,873,748
608 Utility Billing	765,613	1,818,300	-	-	2,583,913	2,146,243	-	-	2,146,243	437,669
609 Payroll Clearing Fund	-	1,870,097	-	-	1,870,097	-	1,870,097	-	1,870,097	-
705 Simonds Endowment	28,212	-	-	-	28,212	-	-	-	-	28,212
706 Pauline Stancilff Mem. Trust	2,387	-	-	-	2,387	-	-	-	-	2,387
810 CFD Trust	2,976,567	1,536,501	-	-	4,513,068	1,536,297	-	-	1,536,297	2,976,771
820 Successor Agency to RDA	2,516,932	10,363	-	-	2,527,295	2,527,295	-	-	2,527,295	-
TOTAL (MEMO ONLY)	\$ 113,961,374	\$ 216,849,729	\$ 22,636,786	\$ 332,072	\$ 353,779,961	\$ 227,330,545	\$ 22,636,786	\$ 3,198,572	\$ 253,165,904	100,614,057

* Other includes Decreases & Increases in Reserves, Loan Repayments From & To, etc. For specific detail, refer to the Financial Plans and Summaries section.

SCHEDULE 6

City of Redlands
Adopted Budget Summary
Summary of 2024 Financial Sources and Requirements

	SOURCES				REQUIREMENTS				Ending Fund Balance/ Cash Balance	
	Beginning Fund Balance/ Cash Balance	Revenues	Inter-Fund Transfers From	Other*	TOTAL	Appropriations	Inter-Fund Transfers To	Other*		TOTAL
101 General Fund	\$ 21,659,006	108,744,617	\$ 2,450,517	\$ -	\$ 132,854,140	\$ 98,979,199	\$ 9,511,084	2,700,000	\$ 111,190,283	21,663,857
200 General Govt. Grants	225,009	-	-	-	225,009	-	-	-	-	225,009
205 Emergency Services	-	1,135,500	5,326,446	-	6,461,946	6,461,946	-	-	6,461,946	-
206 Household Haz. Waste	166,159	100,000	-	-	266,159	148,032	-	-	148,032	118,127
207 Gas Tax	434,334	3,370,546	-	-	3,804,880	-	3,370,546	-	3,370,546	434,334
209 Local Transportation	127,111	-	-	-	127,111	-	-	-	-	127,111
210 Measure 12010	-	1,837,360	-	-	1,837,360	16,527	1,820,833	-	1,837,360	-
211 PARIS	1,762,565	-	5,311,820	-	7,074,385	5,053,858	-	-	5,053,858	2,020,527
221 Air Quality Improv.	289,025	89,000	-	-	378,025	460	-	-	460	377,566
223 Traffic Safety	-	202,000	-	-	202,000	-	202,000	-	202,000	-
227 Open Space	2,467,881	500,000	-	-	2,967,881	-	-	-	-	2,967,881
236 Downtown Business Area	48,526	154,000	-	-	202,526	155,262	-	-	155,262	47,264
237 Parking Authority	-	11,500	12,799	-	24,299	24,299	-	-	24,299	-
238 Public Art Fund	13,580	-	-	-	-	-	-	-	-	13,580
241 Trans. Dev. Act Grant	93	-	-	-	93	-	-	-	-	93
246 Asset Forfeiture	1,150,049	119,600	-	-	1,269,649	158,582	-	-	158,582	1,111,067
249 Supp. Law Enforcement	129,871	226,500	-	-	356,371	314,405	-	-	314,405	41,966
250 Park & Open Space Dvlp.	3,527,569	1,500,000	-	-	5,027,569	105,657	-	-	105,657	4,921,913
251 Public Facilities Develop.	2,758,382	1,287,000	-	-	4,045,382	20,500	-	-	20,500	4,024,882
252 Arterial Street Construction	3,466,996	831,000	-	-	4,297,996	950,000	-	-	950,000	3,347,996
253 Traffic Signals	128,189	92,500	-	-	220,689	100,000	-	-	100,000	120,689
254 Freeway Interchanges	2,297,013	526,500	-	-	2,823,513	-	-	-	-	2,823,513
260 Street Lighting Dist. #1	21,584	25,000	-	-	46,584	21,766	-	-	21,766	24,818
261 CFD 2004-1	134,294	601,000	-	-	735,294	458,768	128,596	-	587,364	147,930
263 Landscape Maint. Dist.	-	29,000	21,839	-	50,839	50,839	-	-	50,839	-
305 General Debt Service	-	30,430	395,915	-	426,345	395,915	-	-	395,915	-
405 Storm Drain Construction	180,622	387,500	-	-	568,122	407,512	-	-	407,512	160,610
406 Safety/City Hall Replacement	2,710,696	-	-	-	2,710,696	-	-	-	-	2,710,696
501 Water Service	15,134,822	36,902,184	1,955,000	3,651,277	57,643,283	49,813,982	684,928	-	50,498,910	7,144,374
508 Source Acquisition	1,973,636	483,000	-	-	2,456,636	50,000	-	-	50,000	2,406,636
509 Water Capital Improvement	6,496,707	20,772,000	-	-	27,268,707	20,150,625	1,955,000	-	22,333,044	5,759,644
511 Solid Waste Service	-	1,955,000	-	-	1,955,000	-	1,955,000	-	1,955,000	-
517 Calif St Landfill Closure	-	20,772,000	143,325	60,000	28,152,688	143,325	2,242,419	143,325	143,325	-
519 Solid Waste Cap. Improv.	3,790,015	522,000	-	-	4,312,015	-	823,981	-	823,981	3,488,034
521 Wastewater Service	8,970,118	11,552,100	200,771	-	20,722,990	17,553,962	241,596	-	17,795,558	2,927,432
529 WW Capital Improvement	3,925,090	1,747,000	-	-	5,672,090	-	200,771	-	200,771	5,471,318
531 Non-Potable Water Service	160,869	602,000	-	-	762,869	701,838	-	-	701,838	61,031
532 Non-Potable Capital Imprv	1,023,879	85,000	-	-	1,108,879	-	-	-	-	1,108,879
538 Groves	262,042	1,500,912	210,256	-	2,332,298	1,151,766	-	-	1,151,766	1,187,532
562 Cemetery	1,806,078	469,396	-	-	2,332,298	1,424,669	-	-	1,424,669	1,807,629
564 Aviation	253,728	-	-	-	253,728	-	-	-	-	253,728
602 Liability Self-Insurance	123,289	-	4,725,000	-	4,848,289	4,603,843	-	-	4,603,843	244,446
604 Dept of Innovation & Tech	1,850,030	6,973,723	-	-	8,823,753	7,380,085	-	-	7,380,085	1,443,668
606 Workers' Compensation	1,826,414	3,272,153	-	-	5,098,567	3,400,905	-	-	3,400,905	1,697,662
607 Equipment Maintenance	5,873,748	9,309,244	-	-	15,182,992	7,852,132	-	-	7,852,132	7,180,860
608 Utility Billing	437,669	2,219,300	-	-	2,656,969	2,065,363	-	-	2,065,363	591,606
609 Payroll Clearing Fund	-	395,915	-	-	395,915	-	395,915	-	395,915	-
705 Simonds Endowment	28,212	-	-	-	28,212	-	-	-	-	28,212
706 Pauline Stancilff Mem. Trust	2,387	-	-	-	2,387	-	-	-	-	2,387
810 CFD Trust	2,976,771	1,549,158	-	-	4,525,929	1,548,957	-	-	1,548,957	2,976,972
820 Successor Agency to RDA	-	-	-	-	-	-	-	-	-	-
TOTAL (MEMO ONLY)	\$ 100,614,057	\$ 222,970,638	\$ 21,577,669	\$ 3,711,277	\$ 348,873,643	\$ 231,944,227	\$ 21,577,669	\$ 3,204,602	\$ 256,726,499	\$ 92,147,145

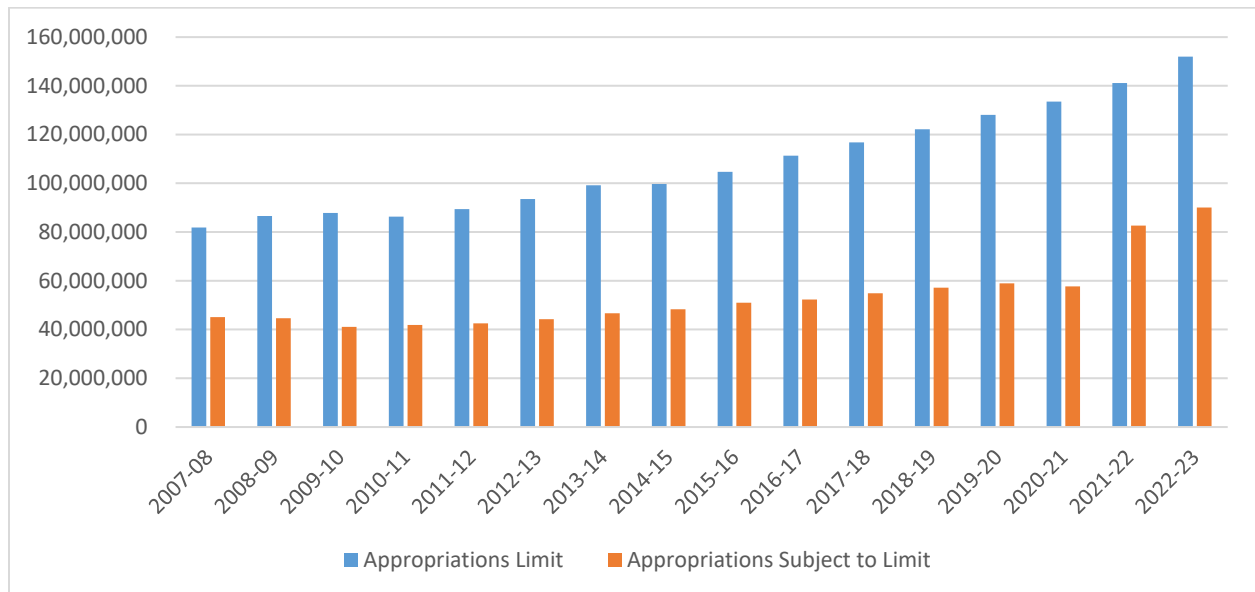
* Other includes Decreases & Increases in Reserves, Loan Repayments From & To, etc. For specific detail, refer to the Financial Plans and Summaries section.

GANN APPROPRIATIONS LIMIT

In November 1979, California voters approved Proposition 4, which places limits on the amount of revenue to be spent by all entities of government. Each year, generally upon submittal of the adopted budget, the City Council must adopt an appropriations limit, commonly referred to as a “Gann Limit” or “Prop. 4 Limit”. The passage of Proposition 111 in June 1990 included some clean-up legislation for Proposition 4 limits, making the appropriations limit more responsive to local growth issues and called for specific factors to be included in annual recalculations of the 1990-91 limit.

Each year the City of Redlands has consistently maintained an exceedingly wide and comfortable margin between its limits and its proceeds of taxes subject to the limit. This is attributed to annual increases in the limit, based upon California Per Capita Income, and the higher of the County’s or City’s population growth, which are in excess of the increases in proceeds of taxes received each year.

The Appropriations Limit for the City of Redlands for Fiscal Year 2022-23 is estimated to be \$151,979,697, an increase of approximately 7.70% from the Appropriations Limit for Fiscal Year 2021-22. Estimated tax proceeds subject to the Limit based upon the Fiscal Year 2022-23 Budget are not expected to exceed \$90.1 million, an amount approximately \$62 million less than the appropriations limit for Fiscal Year 2022-23.





City Council Meeting

I. 7.

DATE: 07/19/2022

TO: Honorable Mayor and City Council Members

SUBJECT: Approve Resolution No. 8366 establishing an Appropriations Limit for Fiscal Year 2022-2023 (Management Services / Finance Director Garcia)

MOTION(S):

If the City Council determines that staff's recommendation is appropriate, the following motion is provided:

I move to approve Resolution No. 8366.

RECOMMENDATION:

Staff recommends City Council approve Resolution No. 8366 establishing a \$151,979,697 appropriations limit for Fiscal Year 2022-2023 pursuant to Article XIII B of the California Constitution.

DISCUSSION:

In November 1979, California voters approved Proposition 4, which places limits on the amount of revenue to be spent by all entities of government. Each year, generally upon submittal of the adopted budget, the City Council must adopt an appropriations limit, commonly referred to as a "Gann Limit" or "Prop. 4 Limit". The passage of Proposition 111 in June 1990 included some clean-up legislation for Proposition 4 limits, making the appropriations limit more responsive to local growth issues and called for specific factors to be included in annual recalculations of the 1990-91 limit.

Each year the City of Redlands has consistently maintained an exceedingly wide and comfortable margin between its appropriations limit and its proceeds of taxes subject to the limit. This is attributed to annual increases in the limit, based upon California Per Capita Income, and the greater of the County's or

City's population growth, both of which are combined for a growth factor that is in significant excess of the increases in proceeds of taxes received each year.

ALTERNATIVES:

None. This is a State constitutional requirement.

STRATEGIC PLAN:

Not applicable.

SUBMITTED BY:

Danielle Garcia, Management Services / Finance Director

RECOMMENDED BY:

Charles M. Duggan, Jr., City Manager

REVIEWED BY:

Yvette M. Abich Garcia, City Attorney
Janice McConnell, Assistant City Manager

Fiscal Impact

Fiscal Year: 2022-23

Discussion:

None. Approval of the resolution, however, establishes a legal limit on the amount of tax proceeds that can be appropriated in Fiscal Year 2022-23. The difference between the City's Appropriations limit of \$152 million and the budgeted proceeds of taxes for FY 2022-23, which are roughly \$90.03 million, is approximately \$62 million. The City is thus \$62 million dollars below its Appropriations, or "GANN", limit.

Attachments

Resolution No. 8366 Appropriations Limit (GANN 2022-23)
Schedule of Appropriations Subject to Limit FY 2022-23 (GANN)
Appropriation Limit Calculation FY 2022-23 (GANN)

RESOLUTION NO. 8366

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF REDLANDS
ESTABLISHING AN APPROPRIATION LIMIT FOR THE FISCAL YEAR
2022-2023 PURSUANT TO ARTICLE XIII B OF THE CALIFORNIA
CONSTITUTION

WHEREAS, Article XIII B of the California Constitution provides that the total appropriations subject to limitation of each governmental entity, including this city, shall not exceed the appropriation limit of such entity of government for the prior year adjusted for changes in the cost of living or personal income and population, except as otherwise provided for in said Article XIII B and implementing State statutes; and

WHEREAS, pursuant to said Article XIII B of the California Constitution and Section 7900 et seq. of the California Government Code, the City is required to set an appropriation limit for each fiscal year; and

WHEREAS, the Management Services/Finance Director of the City of Redlands has interpreted the technical provisions of said Article XIII B computations and has caused a technical review to be made of the documentation for the City's said appropriation limitation, utilizing the population growth factor for the County which is higher than that of the City, and has caused the numbers upon which the City's appropriation limit was and is based to be calculated; and

WHEREAS, the City Council chooses to adjust the City's Appropriations Limit by calculating inflation using the California per capita personal income growth; and

WHEREAS, based on such calculation, the Management Services/Finance Director has determined the said appropriation limit and, pursuant to Section 7910 of the California Government Code, has made available to the public the documentation used in the determination of said appropriation limit 15 days in advance of consideration of the adoption of this resolution;


NOW THEREFORE, BE IT RESOLVED, by the City Council of the City of Redlands, California, that said appropriation limit for the Fiscal Year 2022-23 shall be and is hereby set in the amount of \$151,979,697.

ADOPTED, SIGNED AND APPROVED this 19th day of July, 2022.



Paul T. Barich, Mayor


ATTEST:



Jeanne Donaldson, City Clerk

I, Jeanne Donaldson, City Clerk of the City of Redlands, hereby certify that the foregoing resolution was duly adopted by the City Council at a regular meeting thereof held on the 19th day of July 2022

AYES: Councilmembers Tejada, Davis, Guzman-Lowery, Gallagher; Mayor Barich
NOES: None
ABSENT: None
ABSTAINED: None



Jeanne Donaldson, City Clerk

City of Redlands
 APPROPRIATIONS SUBJECT TO THE GANN (PROP 4) LIMIT
 FOR FISCAL YEAR 2022-2023

Revenue Source	Proceeds from Taxes	Non-Proceeds from Taxes	Total
General Fund:			
Property Tax	\$ 36,426,030		\$ 36,426,030
Sales Tax	44,652,111		44,652,111
Public Safety Sales Tax	1,447,680		1,447,680
Transient Occupancy Tax	1,530,000		1,530,000
Mining Tax	362,000		362,000
Franchise Fees		\$ 2,595,483	2,595,483
Business Licenses	4,892,000		4,892,000
Property Transfer Tax	547,200		547,200
Other Licenses		55,500	55,500
Building Permit Fees		3,275,466	3,275,466
City Ordinance Violation		6,000	6,000
Motor Vehicle Fees		64,000	64,000
State and Federal		40,000	40,000
City Attorney Fees		90,000	90,000
Engineering Services		1,037,000	1,037,000
Facilities & Community Svcs.		3,001,626	3,001,626
Fire Services		779,000	779,000
Recreation & Senior Svcs.		584,572	584,572
Library Services		26,550	26,550
Police		522,982	522,982
Animal Control		212,595	212,595
Interfund Charges		4,167,736	4,167,736
Donations/Contributions		45,000	45,000
Other Revenue		390,000	390,000
Sub-Total	<u>\$ 89,857,021</u>	<u>\$ 16,893,510</u>	<u>\$ 106,750,531</u>
Percent of Total	84.17%	15.83%	100.00%
Allocation of Investment Income	<u>168,350</u>	<u>31,650</u>	<u>200,000</u>
Sub-Total	<u>\$ 90,025,371</u>	<u>\$ 16,925,160</u>	<u>\$ 106,950,531</u>
Total Appropriations Subject to Limit	<u><u>\$ 90,025,371</u></u>		

City of Redlands Annual Appropriations (Gann) Limit Calculation

<u>Fiscal Year</u>	<u>Per Capita Personal Income</u>	<u>Greater of County/City Population Growth</u>	<u>CPI Converted to Ratio</u>	<u>Population Change Ratio</u>	<u>Growth Factor</u>	<u>Prior Year Limit</u>	<u>New Year Limit</u>	<u>Annual Appropriations</u>
1999-00	4.53%	0.63%	1.0453	1.0063	1.0519	48,823,906	51,357,867	
2000-01	4.91%	1.04%	1.0491	1.0104	1.0600	51,357,867	54,439,885	
2001-02	7.82%	1.89%	1.0782	1.0189	1.0986	54,439,885	59,806,459	20,662,334
2002-03	-1.27%	2.38%	0.9873	1.0238	1.0108	59,806,459	60,452,234	23,803,636
2003-04	2.31%	2.59%	1.0231	1.0259	1.0496	60,452,234	63,450,561	26,027,555
2004-05	3.28%	2.51%	1.0328	1.0251	1.0587	63,450,561	67,176,586	29,161,548
2005-06	5.26%	2.49%	1.0526	1.0249	1.0788	67,176,586	72,470,755	38,161,381
2006-07	3.96%	2.10%	1.0396	1.0210	1.0614	72,470,755	76,922,750	43,507,560
2007-08	4.42%	1.86%	1.0442	1.0186	1.0636	76,922,750	81,816,738	45,057,191
2008-09	4.29%	1.45%	1.0429	1.0145	1.0580	81,816,738	86,563,913	44,629,611
2009-10	0.62%	0.79%	1.0062	1.0079	1.0141	86,563,913	87,788,704	41,088,873
2010-11	-2.54%	0.85%	0.9746	1.0085	0.9829	87,788,704	86,286,122	41,838,548
2011-12	3.77%	1.05%	1.0377	1.0105	1.0359	86,286,122	89,380,648	42,532,387
2012-13	5.12%	0.86%	1.0512	1.0086	1.0466	89,380,648	93,547,951	44,234,987
2013-14	-0.23%	0.85%	1.0512	1.0085	1.0601	93,547,951	99,173,476	46,669,816
2014-15	3.82%	0.78%	0.9977	1.0078	1.0055	99,173,476	99,717,151	48,271,359
2015-16	5.37%	1.09%	1.0382	1.0109	1.0495	99,717,151	104,654,783	51,000,007
2016-17	3.69%	0.93%	1.0537	1.0093	1.0635	104,654,783	111,300,300	52,276,876
2017-18	3.67%	1.16%	1.0369	1.0116	1.0489	111,300,300	116,746,006	54,846,325
2018-19	3.85%	0.95%	1.0367	1.0095	1.0465	116,746,006	122,180,375	57,176,384
2019-20	3.73%	0.90%	1.0385	1.0090	1.0478	122,180,375	128,026,278	58,909,563
2020-21	5.73%	0.51%	1.0373	1.0051	1.0426	128,026,278	133,478,947	57,702,628
2021-22	7.55%	-0.01%	1.0573	0.9999	1.0572	133,478,947	141,113,178	82,632,086
2022-23		0.14%	1.0755	1.0014	1.0770	141,113,178	151,979,697	90,025,371

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REVENUES

ORGKEY	OBJECT	2020-21 ACTUAL (AUDITED)	2021-22 ADJUSTED BUDGET	2021-22 12 MONTH ESTIMATED	2022-23 CITY COUNCIL ADOPTED	2023-24 CITY COUNCIL ADOPTED	
<u>PROPERTY TAXES</u>							
101501	4101	Current Secured Taxes	31,887,241	34,435,345	33,123,546	34,327,769	35,423,113
101501	4102	Current Unsecured Taxes	727,986	640,700	720,000	900,000	717,881
101501	4103	Supplemental Secured Taxes	369,778	250,000	350,000	336,362	352,047
101501	4104	Supplemental Unsecured Taxes	28,787	23,900	23,900	24,776	25,821
101501	4105	Secured PY Taxes	424,473	370,000	370,000	378,852	391,108
101501	4106	Unsecured PY Taxes	16,384	11,500	11,500	11,421	13,102
101501	4107	Supplemental PY Taxes	174,251	145,000	170,000	173,377	174,543
101501	4108	Possessory Interest Taxes	265,144	225,000	300,000	273,473	278,940
		TOTAL PROPERTY TAXES	33,894,044	36,101,445	35,068,946	36,426,030	37,376,555
<u>OTHER TAXES</u>							
101501	4001	Sales Tax - Donut Hole	-	4,300,000	6,264,200	6,389,500	6,010,507
101501	4003	Sales and Use Tax	20,878,533	19,521,411	19,659,012	20,055,611	20,593,315
101501	4005	Public Sfy Sales Tax-Prop 172	1,045,746	1,308,329	1,308,329	1,447,680	1,447,680
101501	4006	Measure T Sales Tax	4,617,190	16,194,863	19,393,000	18,207,000	18,696,000
101501	4207	Property Transfer Tax	496,074	650,000	668,000	547,200	571,000
101502	4208	Transient Occupancy Tax	1,834,855	1,690,000	1,787,000	1,530,000	1,609,000
101502	4209	Franchise Fees	2,379,571	2,358,585	2,630,212	2,595,483	2,567,833
101502	4210	Mining Tax	362,020	345,000	360,000	362,000	360,000
		TOTAL OTHER TAXES	31,613,989	46,368,188	52,069,753	51,134,474	51,855,335
		TOTAL TAXES	65,508,033	82,469,633	87,138,699	87,560,504	89,231,890
<u>OTHER REVENUES</u>							
101502	4301	Business License	4,615,449	4,175,574	4,750,000	4,892,000	4,900,000
101502	4302	Dog License	56,405	60,000	53,000	55,500	54,600
101501	4330	Street Rep Fee-TruckHaul Prmt	-	-	4	-	-
101502	4305	Building Permits	1,104	1,500	1,500	1,000	1,000
101120	4329	Miscellaneous Permit	3,568	2,700	2,700	1,000	1,000
101501	4403	Motor Vehicle Fees	52,039	40,000	82,201	64,000	65,000
101501	4405	Mandated Costs Reimb	58,385	60,000	40,000	40,000	40,000
101100	4415	Cost Recovery/Reimbursed Exp	499	900	500	500	500
101501	4415	Cost Recovery/Reimbursed Exp	1,392	-	-	-	-
101150	4415	Cost Recovery/Reimbursed Exp	27,735	30,000	-	-	-
101150	4521	City Atty Services Reimbursed	88,400	90,000	90,000	90,000	90,000
101501	4604	City Ordinance Violation	6,290	8,000	5,000	6,000	7,000
101502	4701	Application/Filing Fee	150,593	170,000	170,000	170,000	170,000
101121	4711	PEG Fees	52,844	-	50,000	50,000	50,000
101502	4711	PEG Fees	-	50,000	-	-	-
101501	4805	General Gov't Overhead	4,444,239	4,647,672	4,647,672	4,167,736	4,379,383
101501	4808	Investment Income	241	-	-	-	-
101502	4808	Investment Income	46,028	250,000	175,000	200,000	200,000
101502	4810	Returned Check Fee	430	1,000	250	500	500
101501	4812	Sale of Surplus Property	5	-	8,000	2,000	5,000
101501	4814	Miscellaneous Receipts	248,742	250,000	160,000	160,000	160,000
101502	4814	Miscellaneous Receipts	10	-	5	-	-
101110	4817	Misc. Taxable Sales	-	-	60	-	-
101501	4820	Bad Debt Recoveries	9,415	10,000	1,200	5,000	5,000
		TOTAL OTHER REVENUE	9,863,813	9,847,346	10,237,092	9,905,236	10,128,983
		TOTAL GENERAL GOVERNMENT	75,371,846	92,316,979	97,375,791	97,465,740	99,360,873

REVENUES

ORGKEY	OBJECT	2020-21 ACTUAL (AUDITED)	2021-22 ADJUSTED BUDGET	2021-22 12 MONTH ESTIMATED	2022-23 CITY COUNCIL ADOPTED	2023-24 CITY COUNCIL ADOPTED	
<u>DEVELOPMENT SERVICES</u>							
101162	4305	Building Permits	1,109,857	1,250,000	1,320,882	1,386,926	1,456,272
101164	4305	Building Permits	54,203	85,000	72,948	76,595	80,425
101162	4306	Electrical Permits	134,281	135,000	144,107	151,312	158,878
101162	4307	Plumbing Permits	65,596	80,000	71,096	74,651	78,384
101162	4309	HVAC Permits	103,274	120,000	106,656	111,988	117,588
101162	4310	Cert of Occupancy	21,529	17,500	29,151	30,609	32,139
101162	4311	Pool and Spa Permits	70,555	60,000	49,474	51,948	54,545
101164	4312	Sign Permits	15,717	22,000	14,702	15,437	16,209
101164	4313	Demolition Permits	3,790	7,500	7,941	8,338	8,754
101162	4314	Roofing Permits	131,290	125,000	127,382	133,751	140,438
101164	4315	Historic Cert of Approp	11,878	6,000	8,489	8,914	9,359
101164	4320	East Valley Corridor	-	10,000	17,837	18,729	19,665
101164	4321	Specific Plan	8,854	6,000	7,589	7,969	8,367
101164	4322	Conditional Use Permit	39,540	25,000	62,719	65,855	69,148
101164	4323	Variances	6,952	7,500	17,782	18,671	19,605
101164	4324	Home Occupation Permit	7,091	5,000	3,254	3,416	3,587
101164	4415	Cost Recovery/Reimbursed Exp	337,435	-	155,160	162,918	171,064
101162	4501	General Plan Review Fee	83,937	80,000	175,430	184,201	193,411
101162	4503	Plan Check	507,410	500,000	367,046	385,398	404,668
101164	4503	Plan Check	67,371	75,000	50,211	52,722	55,358
101164	4504	Preliminary Review	6,820	6,000	8,678	9,112	9,567
101164	4505	CRA Review	68,684	60,000	100,675	105,709	110,994
101164	4506	Map Review	86,855	60,000	84,984	89,233	93,695
101164	4507	Street Vacation	1,561	7,500	8,921	9,367	9,836
101164	4508	Environmental Impact	-	-	840	882	926
101164	4510	Planning Appeal Processing	795	-	-	-	-
101164	4511	Ordinance Amendment	12,824	3,806	6,509	6,835	7,176
101164	4512	Development Agreements	14,716	6,108	-	-	-
101164	4513	Annexation Agreements	5,130	-	4,397	4,617	4,848
101164	4515	Socio-Economic Studies	31,408	35,000	44,777	47,016	49,367
101162	4528	Research & Microfilming	6,176	8,000	4,608	4,838	5,080
101164	4717	Contract Administration Fee	35,730	70,000	17,225	18,086	18,991
101162	4810	Returned Check Fee	43	-	74	77	81
101164	4810	Returned Check Fee	43	-	-	-	-
101161	4814	Miscellaneous Receipts	32,060	-	-	-	-
101164	4814	Miscellaneous Receipts	21,870	20,000	27,948	29,345	30,813
		TOTAL DEVELOPMENT SERVICES	3,105,275	2,892,914	3,119,491	3,275,466	3,439,239
<u>LIBRARY</u>							
101190	4532	Non-Resident Fees	5,286	6,000	6,000	6,300	6,615
101190	4733	Library Fines	5,001	25,000	19,250	20,250	21,275
101191	4801	Lincoln Shrine Support	408,011	89,000	89,000	45,000	-
101190	4810	Returned Check Fee	-	-	43	-	-
		TOTAL LIBRARY	418,298	120,000	114,293	71,550	27,890

REVENUES

ORGKEY	OBJECT	2020-21 ACTUAL (AUDITED)	2021-22 ADJUSTED BUDGET	2021-22 12 MONTH ESTIMATED	2022-23 CITY COUNCIL ADOPTED	2023-24 CITY COUNCIL ADOPTED	
<u>POLICE DEPARTMENT</u>							
101202	4325	Adult Oriented Bus Permit	4,213	2,500	800	2,500	2,500
101202	4329	Miscellaneous Permit	-	-	50	-	-
101202	4408	Federal Reimbursement	-	4,200	-	-	-
101202	4412	POST Training Reimbursement	25,661	15,000	20,000	20,000	20,000
101202	4414	IRNET Reimbursement	17,211	6,500	9,000	7,500	7,500
101200	4415	Cost Recovery/Reimbursed Exp	55,116	30,000	5,844	30,000	30,000
101202	4415	Cost Recovery/Reimbursed Exp	3,219	-	18,000	-	-
101204	4415	Cost Recovery/Reimbursed Exp	291,987	360,000	360,000	360,000	360,000
101202	4525	Depositions	3,698	4,250	5,250	5,250	5,250
101202	4526	Fingerprinting/Bkgrd Check	2,314	1,500	1,500	-	-
101202	4529	Police Reports	2,849	3,000	3,000	3,000	3,000
101202	4579	Vehicle Impound Fees	49,805	40,500	45,000	45,000	45,000
101202	4580	Tow Fees	41,920	35,000	30,000	35,000	35,000
101200	4584	Contract Services	-	-	960	-	-
101202	4584	Contract Services	2,232	2,232	2,232	2,232	2,232
101200	4606	False Alarm Fees	19,716	19,500	8,000	5,000	5,000
101202	4607	Booking Restitution	1,064	-	-	-	-
101202	4810	Returned Check Fee	43	-	-	-	-
101200	4812	Sale of Surplus Property	15,089	-	-	-	-
101202	4812	Sale of Surplus Property	238	-	1,138	-	-
101202	4814	Miscellaneous Receipts	11,437	7,500	7,500	7,500	7,500
101202	4819	Donations	26,000	32,297	2,800	-	-
		TOTAL POLICE DEPARTMENT	573,812	563,979	521,074	522,982	522,982
<u>POLICE - ANIMAL CONTROL</u>							
101203	4415	Cost Recovery/Reimbursed Exp	88,875	96,954	96,954		
101203	4534	Animal Adoptions	25,001	35,000	38,000		
101203	4535	Boarding Fees	3,290	4,500	2,750		
101203	4536	Owner Release for Adoption	6,930	4,500	4,500		
101203	4537	Shelter Apprehension Fees	4,373	6,500	2,200		
101203	4538	Shelter Deposit Fees	9,615	17,500	10,500		
101203	4583	Trap Rentals	-	-	95		
101203	4585	Animal Pick-Up Reimb (NPDES)	19,635	15,000	20,000		
101203	4602	Code Enforcement Abatement	1,815	3,000	2,000		
101203	4819	Donations	31,155	-	24,921		
		TOTAL POLICE - ANIMAL CONTROL	190,689	182,954	201,920		
<u>FIRE DEPARTMENT</u>							
101251	4310	Cert of Occupancy	4,530	10,000	5,000	7,000	8,000
101251	4327	Special Fire Permits	46,942	50,000	50,000	55,000	60,000
101251	4328	Fire Permits	3,159	10,000	5,000	7,000	8,000
101250	4409	Mutual Aid Reimbursement	344,739	500,000	450,000	600,000	600,000
101250	4415	Cost Recovery/Reimbursed Exp	52,605	25,000	54,000	55,000	55,000
101251	4415	Cost Recovery/Reimbursed Exp	1,013	-	1,000	1,000	1,000
101251	4503	Plan Check	27,782	50,000	25,000	25,000	27,000
101251	4517	Inspections	12,750	20,000	15,000	15,000	17,000
101251	4519	Weed Abatement	-	10,000	-	-	-
101251	4520	State Mandated Inspect.	569	1,000	1,000	1,000	1,200
101250	4531	City Classes/Programs	17,213	5,000	10,000	12,000	15,000
101251	4602	Code Enforcement Abatement	1,000	500	500	500	700
101250	4603	Fire Alarms	-	1,000	500	500	500
101250	4812	Sale of Surplus Property	834	-	-	-	-
101250	4819	Donations	-	5,000	1,000	-	-
		TOTAL FIRE DEPARTMENT	513,136	687,500	618,000	779,000	793,400

REVENUES

ORGKEY	OBJECT	2020-21 ACTUAL (AUDITED)	2021-22 ADJUSTED BUDGET	2021-22 12 MONTH ESTIMATED	2022-23 CITY COUNCIL ADOPTED	2023-24 CITY COUNCIL ADOPTED
<u>FCS - ANIMAL SERVICES</u>						
101311	4415				135,000	135,000
101311	4534				38,000	40,000
101311	4535				4,000	4,000
101311	4536				4,500	4,500
101311	4537				3,000	3,000
101311	4538				10,000	10,000
101311	4583				95	95
101311	4585				15,000	15,000
101311	4602				3,000	3,000
	TOTAL FCS - ANIMAL SERVICES				212,595	214,595
<u>RECREATION & SENIOR SERVICES</u>						
101309	4415	33	-	-	-	-
101309	4530	104,796	190,000	190,000	355,714	355,714
101309	4531	-	20,000	-	-	-
101309	4533	20,825	18,000	19,658	20,641	21,673
101309	4545	8,760	12,000	7,389	7,758	8,146
101309	4802	-	-	282	-	-
101309	4812	1,841	-	-	-	-
101309	4813	46,216	100,000	105,000	200,000	250,000
101309	4814	70	-	3	-	-
101309	4815	190	2,000	437	459	482
101309	4819	5,193	43,728	44,393	-	-
	TOTAL RECREATION & SENIOR SERVICES	187,924	385,728	367,162	584,572	636,015
<u>FACILITIES AND COMMUNITY SERVICES DEPARTMENT</u>						
101303	4312	875	-	1,500	1,500	1,500
101300	4415	83,802	40,000	152,000	85,000	92,000
101301	4415	1,071	-	-	-	-
101302	4415	332	332	592	-	-
101303	4415	25,176	-	8,365	352,000	322,000
101304	4415	6,023	-	-	-	-
101305	4415	(6,279)	-	-	-	-
101306	4415	-	-	150	-	-
101310	4415	-	-	32	-	-
101300	4523	678	-	340	-	-
101306	4524	229,348	150,000	150,000	130,000	140,000
101303	4533	-	-	345	-	-
101300	4584	(6,388)	-	-	-	-
101303	4584	2,955	-	2,955	2,955	2,955
101300	4602	136,228	200,000	100,000	120,000	130,000
101300	4702	6,708	1,000	3,878	4,072	4,275
101304	4703	341,876	340,000	296,431	311,252	326,815
101300	4725	271,978	250,000	149,954	157,451	165,324
101303	4809	70	-	350	-	-
101306	4810	129	-	-	-	-
101303	4811	4,264	-	-	-	-
101302	4812	10,440	-	-	-	-
101300	4813	1,000	-	-	-	-
101303	4813	89,129	-	90,540	95,067	99,820
101310	4813	-	1,501,971	1,382,190	1,742,329	1,374,934
101300	4814	67	-	-	-	-
101303	4814	77,617	-	-	-	-
101303	4819	1,000	-	-	-	-
	TOTAL FACILITIES & COMM SERVICES DEPARTMENT	1,278,099	2,483,303	2,339,622	3,001,626	2,659,623

REVENUES

ORGKEY	OBJECT	2020-21 ACTUAL (AUDITED)	2021-22 ADJUSTED BUDGET	2021-22 12 MONTH ESTIMATED	2022-23 CITY COUNCIL ADOPTED	2023-24 CITY COUNCIL ADOPTED	
<u>ENGINEERING</u>							
101400	4305	Building Permits	8,007	8,000	15,300	16,000	17,000
101400	4308	Grading/Paving Permits	45,420	20,000	51,700	54,000	57,000
101400	4316	Street Permits	476,951	225,000	400,000	420,000	441,000
101400	4319	NPDES Permits	173,046	140,000	120,000	126,000	132,000
101400	4322	Conditional Use Permit	10,660	8,000	11,900	12,000	13,000
101400	4415	Cost Recovery/Reimbursed Exp	77,177	33,800	37,000	24,000	25,000
101400	4503	Plan Check	206,719	100,000	170,500	179,000	188,000
101400	4505	CRA Review	9,594	6,000	15,300	16,000	17,000
101400	4506	Map Review	48,771	25,000	90,000	95,000	100,000
101400	4507	Street Vacation	2,248	-	2,248	2,000	2,000
101400	4512	Development Agreements	6,244	3,000	10,000	11,000	12,000
101400	4522	WQMP Review Admin	50,627	30,000	54,300	57,000	60,000
101400	4578	Street Trench Cut Fee	26,950	20,000	24,000	25,000	26,000
101400	4812	Sale of Surplus Property	746	-	-	-	-
		TOTAL ENGINEERING DEPARTMENT	1,143,160	618,800	1,002,248	1,037,000	1,090,000
		TOTAL GENERAL FUND (101)	82,782,239	100,252,157	105,659,601	106,950,531	108,744,617
<u>GENERAL GOVT GRANTS (200)</u>							
200120	4401	State Grants	221,852	-	-	-	-
200164	4401	State Grants	-	610,000	610,000	-	-
200202	4401	State Grants	35,070	62,520	56,939	-	-
200250	4401	State Grants	26,171	244,500	244,500	-	-
200300	4401	State Grants	4,890	510	510	-	-
200400	4401	State Grants	43,109	3,601,169	3,851,169	-	-
200120	4407	Federal Grants	252,059	-	11,256,047	-	-
200164	4407	Federal Grants	737,937	1,229,877	1,232,905	-	-
200202	4407	Federal Grants	55,597	378,647	353,166	-	-
200250	4407	Federal Grants	1,769,748	168,723	168,723	-	-
200300	4407	Federal Grants	1,762	5,390	5,390	-	-
200400	4407	Federal Grants	288,930	1,699,158	1,699,158	-	-
200202	4408	Federal Reimbursement	4,570	-	-	-	-
200202	4410	Other Grants	-	28,000	28,000	-	-
200250	4410	Other Grants	20,220	52,242	52,242	-	-
200303	4410	Other Grants	68,016	-	-	-	-
200309	4410	Other Grants	100,239	150,709	150,709	-	-
200120	4808	Investment Income	63	-	-	-	-
		TOTAL GENERAL GOVT GRANTS	3,630,233	8,231,445	19,709,459	-	-
<u>EMERGENCY SERVICES (205)</u>							
205250	4101	Current Secured Taxes	1,124,853	1,000,000	1,100,000	1,100,000	1,100,000
205250	4415	Cost Recovery/Reimbursed Exp	3,245	2,500	2,000	2,500	2,500
205250	4532	Non-Resident Fees	-	4,000	31,000	30,000	30,000
205250	4819	Donations	5,300	2,800	2,700	2,500	3,000
		TOTAL EMERGENCY SERVICES	1,133,398	1,009,300	1,135,700	1,135,000	1,135,500
<u>HOUSEHOLD HAZARDOUS WASTE (206)</u>							
206250	4402	State Reimbursement	-	10,000	-	-	-
206250	4545	Program Income	155,402	50,000	105,000	100,000	100,000
		TOTAL HOUSEHOLD HAZARDOUS WASTE	155,402	60,000	105,000	100,000	100,000
<u>GAS TAX (207)</u>							
207300	4201	Road Maint. Rehab (Sec 2030)	1,315,347	1,363,009	1,473,777	1,621,931	1,486,239
207300	4202	Gas Tax (Prop 111) 2105	361,476	401,653	420,849	459,075	427,192
207300	4203	Gas Tax 2107	489,138	510,827	573,526	627,170	570,508
207300	4204	Gas Tax Engineering Rcpts.	7,500	7,500	7,500	7,500	7,500
207300	4205	Gas Tax 2106	226,018	246,771	258,068	281,535	262,125
207300	4206	Gas Tax 2103 & Tax 7360	473,373	546,761	603,391	700,795	616,982
		TOTAL GAS TAX	2,872,852	3,076,521	3,337,111	3,698,006	3,370,546

REVENUES

ORGKEY	OBJECT	2020-21 ACTUAL (AUDITED)	2021-22 ADJUSTED BUDGET	2021-22 12 MONTH ESTIMATED	2022-23 CITY COUNCIL ADOPTED	2023-24 CITY COUNCIL ADOPTED
<u>LOCAL TRANSPORTATION (209)</u>						
209400	4330	Street Rep Fee-Truck Haul Prmt	8,149	-	-	-
209400	4415	Cost Recovery/Reimbursed Exp	60,342	44,000	44,000	-
209400	4808	Investment Income	(817)	-	594	-
		TOTAL LOCAL TRANSPORTATION	67,674	44,000	44,594	-
<u>MEASURE "I" 2010 (210)</u>						
210400	4004	Measure I Sales Tax	1,612,052	1,429,595	1,801,168	1,825,567
210400	4808	Investment Income	729	9,147	-	-
		TOTAL MEASURE "I" 2010	1,612,781	1,438,742	1,801,168	1,825,567
<u>PARIS STREET RECONSTRUCTION (211)</u>						
211910	4415	Cost Recovery/Reimbursed Exp	36,186	-	-	-
211400	4808	Investment Income	(10,597)	56,095	-	-
		TOTAL PARIS STREET RECONSTRUCTION	25,589	56,095	-	-
<u>AIR QUALITY IMPROVEMENT (221)</u>						
221400	4411	AB2766 Subvention AQMD	115,131	89,000	89,000	89,000
221400	4808	Investment Income	1,518	1,000	-	-
		TOTAL AIR QUALITY IMPROVEMENT	116,649	90,000	89,000	89,000
<u>TRAFFIC SAFETY (223)</u>						
223200	4608	Traffic Fines	34,704	25,000	20,000	25,000
223200	4609	Red Light Traffic Fines	1,861	2,000	2,000	2,000
223200	4610	Parking Fines	89,973	175,000	60,000	175,000
		TOTAL TRAFFIC SAFETY	126,538	202,000	82,000	202,000
<u>OPEN SPACE (227)</u>						
227501	4720	Open Spc Acq Fee	120,778	125,000	345,560	500,000
227501	4808	Investment Income	5,883	-	-	-
		TOTAL OPEN SPACE	126,661	125,000	345,560	500,000
<u>DOWNTOWN BUSINESS AREA (236)</u>						
236300	4545	Program Income	2,135	3,000	3,000	151,000
236300	4808	Investment Income	(270)	100	-	-
236300	4814	Miscellaneous Receipts	24,762	15,000	30,000	-
		TOTAL DOWNTOWN BUSINESS AREA	26,627	18,100	33,000	151,000
<u>PARKING AUTHORITY (237)</u>						
237502	4813	Rental Income	9,523	11,000	11,000	11,500
		TOTAL PARKING AUTHORITY	9,523	11,000	11,000	11,500
<u>PUBLIC ART FUND (238)</u>						
238100	4808	Investment Income	20	-	-	-
		TOTAL PUBLIC ART FUND	20	-	-	-
<u>TRANSPORTATION DEVELOPMENT ACT (241)</u>						
241400	4401	State Grants	160,967	1,180,448	1,180,448	-
		TOTAL TRANSPORTATION DEVELOPMENT ACT	160,967	1,180,448	1,180,448	-
<u>ASSET FORFEITURE (246)</u>						
246200	4611	Drug Confiscation - State	732	5,000	2,175	3,000
246200	4612	Drug Confiscation - Federal	73,896	132,803	20,324	30,000
246200	4613	Drug Confiscation-Fed Treas	-	20,000	70,737	80,000
246200	4614	15% Drug/Gang Prevention-CA	129	476	384	600
246200	4808	Investment Income	2,043	-	5,054	6,000
246200	4812	Sale of Surplus Property	5,450	-	-	-
		TOTAL ASSET FORFEITURE	82,250	158,279	98,674	119,600

REVENUES

ORGKEY	OBJECT	2020-21 ACTUAL (AUDITED)	2021-22 ADJUSTED BUDGET	2021-22 12 MONTH ESTIMATED	2022-23 CITY COUNCIL ADOPTED	2023-24 CITY COUNCIL ADOPTED	
<u>SUPPLEMENTAL LAW ENFORCEMENT (249)</u>							
249200	4401	State Grants	242,922	299,259	175,059	175,059	225,000
249200	4808	Investment Income	1,157	3,000	1,500	1,500	1,500
TOTAL SUPPLEMENTAL LAW ENFORCEMENT			244,079	302,259	176,559	176,559	226,500
<u>PARK & OPEN SPACE DEV (250)</u>							
250300	4719	Park & Open Space Facilities	379,519	750,000	1,500,000	1,500,000	1,500,000
250400	4808	Investment Income	3,404	4,158	-	-	-
TOTAL PARK & OPEN SPACE DEV			382,923	754,158	1,500,000	1,500,000	1,500,000
<u>PUBLIC FACILITIES DEV (251)</u>							
251300	4712	Police Facilities	6,939	9,000	28,600	23,000	26,000
251300	4713	Fire Facilities	140,752	170,000	549,000	443,000	509,000
251300	4714	Library Facilities	33,427	50,000	149,000	132,000	152,000
251300	4715	General Government Facilities	159,044	200,000	650,000	522,000	600,000
TOTAL PUBLIC FACILITIES DEV			340,162	429,000	1,376,600	1,120,000	1,287,000
<u>ARTERIAL STREET CONSTRUCTION (252)</u>							
252400	4722	Regional Arterial Fee	276,084	240,000	603,000	500,000	575,000
252400	4723	Railroad Crossings Fee	4,631	4,000	10,600	10,000	12,000
252400	4724	Local Arterial Fee	105,502	80,000	225,100	200,000	230,000
252400	4808	Investment Income	12,611	29,308	15,000	12,000	14,000
TOTAL ARTERIAL STREET CONSTRUCTION			398,828	353,308	853,700	722,000	831,000
<u>TRAFFIC SIGNALS (253)</u>							
253302	4721	Transportation Facilities	25,350	20,000	109,000	90,000	88,000
253400	4721	Transportation Facilities	(1,331)	-	-	-	-
253400	4808	Investment Income	4,590	9,954	4,500	4,500	4,500
TOTAL TRAFFIC SIGNALS			28,609	29,954	113,500	94,500	92,500
<u>FREEWAY INTERCHANGES (254)</u>							
254304	4721	Transportation Facilities	245,554	205,000	400,000	450,000	518,000
254400	4721	Transportation Facilities	(12,890)	-	-	-	-
254400	4808	Investment Income	10,439	23,475	8,000	8,000	8,500
TOTAL FREEWAY INTERCHANGES			243,103	228,475	408,000	458,000	526,500
<u>STREET LIGHTING DISTRICT #1 (260)</u>							
260300	4727	Assessment District	25,249	24,300	25,000	25,000	25,000
TOTAL STREET LIGHTING DISTRICT #1			25,249	24,300	25,000	25,000	25,000
<u>COMMUNITY FACILITY DISTRICT 2004-1 (261)</u>							
261300	4727	Assessment District	356,455	465,000	540,000	575,000	600,000
261300	4808	Investment Income	275	4,000	1,000	1,000	1,000
261300	4814	Miscellaneous Receipts	30,000	-	-	-	-
TOTAL COMMUNITY FACILITY DISTRICT			386,730	469,000	541,000	576,000	601,000
<u>LANDSCAPE MAINTENANCE DISTRICT (263)</u>							
263300	4727	Assessment District	28,766	29,000	29,000	29,000	29,000
TOTAL LANDSCAPE MAINTENANCE DISTRICT			28,766	29,000	29,000	29,000	29,000
<u>GENERAL DEBT SERVICE (305)</u>							
305501	4107	Supplemental PY Taxes	59	-	-	-	-
305501	4110	Supplemental - Voter Approved	62,530	30,000	30,000	30,000	30,000
305501	4808	Investment Income	608	-	430	430	430
TOTAL GENERAL DEBT SERVICE			63,197	30,000	30,430	30,430	30,430
<u>STORM DRAIN CONSTRUCTION (405)</u>							
405300	4718	Storm Drain Fees	127,781	165,000	330,000	330,000	380,000
405400	4808	Investment Income	7,651	15,561	7,500	7,500	7,500
TOTAL STORM DRAIN CONSTRUCTION			135,432	180,561	337,500	337,500	387,500

REVENUES

ORGKEY	OBJECT	2020-21 ACTUAL (AUDITED)	2021-22 ADJUSTED BUDGET	2021-22 12 MONTH ESTIMATED	2022-23 CITY COUNCIL ADOPTED	2023-24 CITY COUNCIL ADOPTED	
<u>SAFETY/CITY HALL REPLACEMENT (406)</u>							
406501	4808	Investment Income	16,647	5,000	7,500	-	-
406501	4811	Land Sale Proceeds	1,386,982	-	-	-	-
	TOTAL SAFETY/CITY HALL REPLACEMENT	1,403,629	5,000	7,500	-	-	
<u>WATER (501)</u>							
501900	4415	Cost Recovery/Reimbursed Exp	207,581	5,000	25	25	25
501900	4503	Plan Check	30,525	10,000	20,000	20,000	21,000
501900	4556	Water Usage	26,999,267	26,279,000	25,000,000	31,897,398	32,577,584
501900	4557	Fire Flow Testing	2,765	3,000	2,500	3,000	3,000
501900	4558	B Contract Water Usage	96,804	106,000	100,000	100,000	105,000
501900	4560	Water Meter Install	36,195	37,000	30,000	32,000	30,000
501900	4564	Irrigation Water Usage	2,991,099	3,086,000	2,800,000	3,000,000	3,100,000
501900	4566	Fire Hydrant Water Usage	211,104	197,000	150,000	150,000	155,000
501900	4568	Fire Protection Water Usage	541,197	427,000	400,000	400,000	420,000
501900	4605	Conservation Violation Penalty	-	5,000	500	500	525
501900	4704	Frontage Charge	308,646	30,000	400,000	40,000	45,000
501900	4808	Investment Income	199,472	765,000	200,000	200,000	210,000
501900	4810	Returned Check Fee	-	-	50	50	50
501900	4812	Sale of Surplus Property	23,540	-	-	-	-
501900	4813	Rental Income	153,150	173,000	110,000	125,000	130,000
501900	4814	Miscellaneous Receipts	158,691	111,000	125,000	100,000	105,000
501900	4825	Capital Contribution	745,870	-	-	-	-
	TOTAL WATER	32,705,906	31,234,000	29,338,075	36,067,973	36,902,184	
<u>WATER PROJECTS (501910)</u>							
501910	4407	Federal Grants	7,500	-	551,799	-	-
	TOTAL WATER PROJECTS	7,500	-	551,799	-	-	
<u>WATER DEBT SERVICE (501930)</u>							
501930	4808	Investment Income	249	1,500	-	-	-
	TOTAL WATER DEBT SERVICE	249	1,500	-	-	-	
<u>SOURCE ACQUISITION (508)</u>							
508900	4562	Water Source Acq Residential	42,504	100,000	600,000	380,000	437,000
508900	4563	Water Source Acq Non-Res	-	25,000	60,000	40,000	46,000
508900	4808	Investment Income	3,031	5,000	-	-	-
	TOTAL SOURCE ACQUISITION	45,535	130,000	660,000	420,000	483,000	
<u>WATER CAPITAL IMPROVEMENT (509)</u>							
509920	4575	Cap Improv Chrg Non-Res	-	100,000	300,000	300,000	345,000
509920	4576	Cap Improv Chrg Residential	768,417	650,000	1,400,000	1,400,000	1,610,000
509920	4808	Investment Income	3,705	1,500	-	-	-
	TOTAL WATER CAPITAL IMPROVEMENT	772,122	751,500	1,700,000	1,700,000	1,955,000	
<u>SOLID WASTE (511)</u>							
511900	4415	Cost Recovery/Reimbursed Exp	520,922	5,000	19,456	20,000	20,000
511900	4551	SW Service - Residential	8,935,698	8,500,000	8,600,000	9,030,000	9,481,500
511900	4552	SW Service - Non-Residential	7,443,998	7,500,000	7,500,000	7,875,000	8,268,750
511900	4554	Special Hauls & Rolls-Offs	2,622,527	2,500,000	2,700,000	2,835,000	2,976,750
511900	4555	Recycled Material	7,710	15,000	7,000	10,000	10,000
511900	4729	Reimb. Property Damages	-	-	500	-	-
511900	4808	Investment Income	7,984	100,000	11,416	15,000	15,000
511900	4810	Returned Check Fee	43	-	86	-	-
511900	4811	Land Sale Proceeds	-	23,025,000	23,020,436	-	-
511900	4812	Sale of Surplus Property	7,500	2,000	2,000	-	-
	TOTAL SOLID WASTE	19,546,382	41,647,000	41,860,894	19,785,000	20,772,000	
<u>SOLID WASTE PROJECT (511910)</u>							
511910	4401	State Grants	9,840	36,399	36,399	-	-
	TOTAL SOLID WASTE PROJECT	9,840	36,399	36,399	-	-	

REVENUES

ORGKEY	OBJECT	2020-21 ACTUAL (AUDITED)	2021-22 ADJUSTED BUDGET	2021-22 12 MONTH ESTIMATED	2022-23 CITY COUNCIL ADOPTED	2023-24 CITY COUNCIL ADOPTED
<u>SOLID WASTE DEBT SERVICE (511930)</u>						
511930	4808	Investment Income	183,037	1,000	24	
		TOTAL SOLID WASTE DEBT SVC	183,037	1,000	24	-
<u>SOLID WASTE - LANDFILL (511981)</u>						
511981	4808	Investment Income	-	100,000		
		TOTAL SOLID WASTE LANDFILL	-	100,000	-	-
<u>CALIF ST LANDFILL CLOSURE (517)</u>						
517981	4808	Investment Income	24,999	-	18,783	
		TOTAL CALIF ST LANDFILL CLOSURE	24,999	-	18,783	-
<u>SOLID WASTE CAP IMPROVEMENT (519)</u>						
519920	4575	Cap Improv Chrg Non-Res	116,324	168,117	450,000	475,000
519920	4576	Cap Improv Chrg Residential	30,550	37,054	-	-
519920	4808	Investment Income	16,536	20,000	18,000	20,000
		TOTAL SOLID WASTE CAP IMPROVEMENT	163,410	225,171	468,000	495,000
<u>WASTEWATER SERVICE (521)</u>						
521900	4415	Cost Recovery/Reimbursed Exp	2,827	3,000	18,000	3,000
521900	4546	Wastewater Residential	7,346,039	7,331,000	7,200,000	7,800,000
521900	4547	Wastewater Non-Residential	2,406,323	2,511,000	2,400,000	2,600,000
521900	4548	Recycled Water Usage	195,884	239,000	130,000	150,000
521900	4550	Septage Charge	43,130	37,000	50,000	45,000
521900	4704	Frontage Charge	133,050	30,000	210,000	60,000
521900	4808	Investment Income	49,534	360,000	65,000	50,000
521900	4811	Land Sale Proceeds	-	23,025,000	23,020,436	-
521900	4812	Sale of Surplus Property	9,500	-	-	-
521900	4814	Miscellaneous Receipts	4,016	50,000	295,000	25,000
521900	4825	Capital Contribution	192,908	-	-	-
		TOTAL WASTEWATER SERVICE	10,383,211	33,586,000	33,388,436	10,733,000
<u>WASTEWATER CAPITAL IMPROVEMENT (529)</u>						
529920	4575	Cap Improv Chrg Non-Res	-	100,000	200,000	200,000
529920	4576	Cap Improv Chrg Residential	819,385	550,000	1,300,000	1,300,000
529920	4808	Investment Income	25,827	71,000	1,800	20,000
		TOTAL WASTEWATER CAPITAL IMPROVEMENT	845,212	721,000	1,501,800	1,520,000
<u>NON-POTABLE WATER (531)</u>						
531900	4572	Non-Potable Water Usage	378,454	354,000	350,000	355,000
531900	4573	Non-Potable Water Service Charge	250,941	244,000	220,000	225,000
531900	4704	Frontage Charge	-	10,000	-	-
531900	4808	Investment Income	9,908	50,000	12,000	12,000
		TOTAL NON-POTABLE WATER	639,303	658,000	582,000	592,000
<u>NON-POTABLE CAPITAL IMPROVEMENT FUND (532)</u>						
532920	4575	Cap Improv Chrg Non-Res	200,192	30,000	70,000	75,000
532920	4808	Investment Income	5,254	25,000	5,000	5,000
		TOTAL NON POT CAP IMPROVEMENT FUND	205,446	55,000	75,000	80,000
<u>GROVES (538)</u>						
538900	4415	Cost Recovery/Reimbursed Exp	-	-	277	-
538900	4808	Investment Income	(444)	-	44	-
538900	4814	Miscellaneous Receipts	676	-	-	-
538900	4818	Grove Receipts	95,736	-	-	-
		TOTAL GROVES	95,968	-	321	-
<u>GROVES PROJECTS (538910)</u>						
538910	4818	Grove Receipts	589,046	720,000	836,607	850,000
		TOTAL GROVES PROJECTS	589,046	720,000	836,607	850,000

REVENUES

ORGKEY	OBJECT	2020-21 ACTUAL (AUDITED)	2021-22 ADJUSTED BUDGET	2021-22 12 MONTH ESTIMATED	2022-23 CITY COUNCIL ADOPTED	2023-24 CITY COUNCIL ADOPTED
<u>CEMETERY (562)</u>						
562900	4415	Cost Recovery/Reimbursed Exp	43	-	-	-
562900	4540	Cemetery Interment	232,132	165,000	160,316	175,324
562900	4541	Cemetery Lots	849,887	680,000	650,000	682,500
562900	4542	Cemetery Crypts	134,565	75,000	165,910	175,058
562900	4543	Cemetery Perpetual Care	41,520	68,728	130,000	70,000
562900	4808	Investment Income	9,654	30,000	7,698	10,000
562900	4809	Finance Charges	16,777	6,800	9,458	7,500
562900	4810	Returned Check Fee	-	82	86	86
562900	4813	Rental Income	34,220	23,250	23,250	27,250
562900	4814	Miscellaneous Receipts	169,603	97,000	160,000	168,000
562900	4817	Misc. Taxable Sales	145,129	85,000	110,000	115,500
562900	4819	Donations	471	500	503	500
		TOTAL CEMETERY	1,634,001	1,231,360	1,417,221	1,431,718
<u>AVIATION OPERATING (564)</u>						
564900	4102	Current Unsecured Taxes	79,616	80,000	80,000	80,000
564900	4415	Cost Recovery/Reimbursed Exp	6,400	10,000	433	-
564900	4707	Tie-Down Fees	6,431	7,000	12,000	12,240
564900	4708	Gate Access Fee	10,437	6,500	11,000	12,075
564900	4709	Fuel Flowage Fees	4,369	500	3,000	3,500
564900	4710	Ground Leases	104,620	114,200	115,000	120,750
564900	4808	Investment Income	1,270	-	788	-
564900	4809	Finance Charges	155	-	-	-
564900	4813	Rental Income	193,355	195,000	225,000	229,500
564900	4814	Miscellaneous Receipts	-	4,000	-	-
		TOTAL AVIATION OPERATING	406,653	417,200	447,221	458,065
<u>AVIATION PROJECTS/GRANTS (564910)</u>						
564910	4401	State Grants	2,785	15,920	15,920	-
564910	4407	Federal Grants	-	194,363	239,363	-
		TOTAL AVIATION PROJECTS/GRANTS	2,785	210,283	255,283	-
<u>LIABILITY SELF-INSURANCE (602)</u>						
602900	4415	Cost Recovery/Reimbursed Exp	1,810	5,000	(48)	-
602900	4808	Investment Income	(6,335)	5,000	(5,260)	-
602900	4810	Returned Check Fee	-	-	86	-
602900	4814	Miscellaneous Receipts	897	1,000	7,048	-
		TOTAL LIABILITY SELF-INSURANCE	(3,628)	11,000	1,826	-
<u>INFORMATION TECHNOLOGY (604)</u>						
604900	4415	Cost Recovery/Reimbursed Exp	-	200	100	100
604900	4705	Int Serv Rcpts: General Fund	1,673,301	2,024,382	2,024,382	4,041,276
604900	4706	Int Serv Rcpts: Non-Gen Fund	2,387,914	2,525,954	2,525,954	2,441,131
604900	4808	Investment Income	5,959	5,000	6,000	-
604900	4812	Sale of Surplus Property	25	-	-	-
		TOTAL INFORMATION TECHNOLOGY	4,067,199	4,555,536	4,556,436	6,482,507
<u>WORKERS COMP SELF-INSURANCE (606)</u>						
606951	4415	Cost Recovery/Reimbursed Exp	20,469	-	8,491	-
606951	4586	Worker's Comp Receipts	2,416,402	2,740,976	2,740,976	3,026,426
606951	4808	Investment Income	16,824	-	7,942	-
		TOTAL WORKERS COMP SELF-INSURANCE	2,453,695	2,740,976	2,757,409	3,026,426
<u>EQUIPMENT MAINTENANCE (607)</u>						
607900	4415	Cost Recovery/Reimbursed Exp	536,387	320,000	526,199	552,510
607900	4705	Int Serv Rcpts: General Fund	1,501,932	1,487,215	1,487,215	1,771,388
607900	4706	Int Serv Rcpts: Non-Gen Fund	3,921,527	4,151,758	4,151,758	4,963,929
607900	4803	L/CNG Outside Fuel Sales	642,659	1,000,000	559,187	823,759
607900	4808	Investment Income	14,059	10,000	16,620	10,000
607900	4812	Sale of Surplus Property	700	-	-	-
607900	4814	Miscellaneous Receipts	-	-	1,473	-
		TOTAL EQUIP MAINTENANCE	6,617,264	6,968,973	6,742,452	8,121,586

REVENUES

ORGKEY	OBJECT	2020-21 ACTUAL (AUDITED)	2021-22 ADJUSTED BUDGET	2021-22 12 MONTH ESTIMATED	2022-23 CITY COUNCIL ADOPTED	2023-24 CITY COUNCIL ADOPTED
<u>UTILITY BILLING (608)</u>						
608900	4415	Cost Recovery/Reimbursed Exp	234	-	300	300
608900	4561	Water Turn-On	7,997	-	9,000	10,000
608900	4574	Utility Billing Service	1,250,000	980,500	1,750,000	2,150,000
608900	4808	Investment Income	5,049	20,000	20,000	20,000
608900	4809	Finance Charges	(881)	-	-	-
608900	4810	Returned Check Fee	15,260	12,000	8,500	8,500
608900	4814	Miscellaneous Receipts	42,936	30,000	30,000	30,000
608900	4820	Bad Debt Recoveries	1,471	2,000	500	500
		TOTAL UTILITY BILLING	1,322,066	1,044,500	1,038,500	1,818,300
<u>PAYROLL CLEARING ADMIN (609)</u>						
609900	4823	Pension Bond Allocation	1,845,298	1,755,006	1,870,097	392,455
		TOTAL PAYROLL CLEARING ADMIN	1,845,298	1,755,006	1,870,097	392,455
<u>SIMONDS ENDOWMENT (705)</u>						
705900	4808	Investment Income	121	-	95	-
		TOTAL SIMONDS ENDOWMENT	121	-	95	-
<u>PAULINE STANCLIFF MEMORIAL TRUST (706)</u>						
706900	4808	Investment Income	71	-	56	-
		TOTAL PAULINE STANCLIFF MEMORIAL TRUST	71	-	56	-
<u>SPECIAL DEPOSIT (801)</u>						
801900	4814	Miscellaneous Receipts	3,577,642	-	-	-
		TOTAL SPECIAL DEPOSIT	3,577,642	-	-	-
<u>COMMUNITY FACILITY DISTRICT TRUST (810)</u>						
810962	4415	Cost Recovery/Reimbursed Exp	785,267	730,000	772,175	801,352
810961	4415	Cost Recovery/Reimbursed Exp	774,908	760,000	751,705	747,606
810962	4808	Investment Income	65	1,800	100	100
810961	4808	Investment Income	58	1,600	100	100
		TOTAL COMMUNITY FACILITY DISTRICT TRUST	1,560,298	1,493,400	1,524,080	1,549,158
<u>OBLIGATION PAYMENT (820166)</u>						
820166	4101	Current Secured Taxes	2,920,874	2,603,288	2,603,288	10,363
820166	4808	Investment Income	(1,438)	5,000	-	-
		TOTAL OBLIGATION PAYMENT	2,919,436	2,608,288	2,603,288	10,363
<u>SUCCESSOR TO RDA DEBT SVC (820169)</u>						
820169	4808	Investment Income	192,046	-	7	-
		TOTAL SUCCESSOR TO RDA DEBT SVC	192,046	-	7	-
		TOTAL NON-GENERAL FUNDS	106,639,984	151,439,037	167,641,079	109,899,198

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**CAPITAL OUTLAY
GENERAL FUND**

DEPARTMENT / DIVISION / PROJECT	ORG	OBJECT	DESCRIPTION	2021-22 12 MONTH ESTIMATE	2022-23 CITY COUNCIL ADOPTED	2023-24 CITY COUNCIL ADOPTED
GENERAL FUND (101)						
City Manager's Office						
Communications & Community Relations	101121	8706	TV Equipment (funded by PEG Revenues)	\$ -	\$ 30,000	\$ 30,000
Development Services						
Economic Development	101161	8703	Computer Hardware Upgrades (Electronic Plan Review)	-	5,000	-
Building & Safety	101162	8703	Computer Hardware Upgrades (Electronic Plan Review)	-	25,000	-
Building & Safety	101162	8801	Enterprise Lease Program Annual Lease Payments	5,922	5,922	5,922
Land Use Engineering	101163	8703	Computer Hardware Upgrades (Electronic Plan Review)	-	25,000	-
Planning	101164	8703	Computer Hardware Upgrades (Electronic Plan Review)	-	30,000	-
Planning	101164	8801	Enterprise Lease Program Annual Lease Payments	5,200	5,200	5,200
Facilities & Community Services						
Administration	101300	8502	Purchase 300 E State Street	13,975,000	-	-
	101300	8801	Enterprise Lease Program Annual Lease Payments	14,370	14,370	14,370
Building Maintenance	101301	8501	Exterior Plastering and Roof Rehab at Redlands Bowl	120,000	-	-
Building Maintenance	101301	8501	Assessment of All Roofs To Determine CIP Plan	50,000	-	-
Building Maintenance	101301	8501	Old Stucco Wall Is Failing (Non-Structural)	40,000	-	-
Building Maintenance	101301	8501	Additional Office Space as Needed	75,000	-	-
Building Maintenance	101301	8501	Animal Shelter Yard and Parking Improvements	200,000	-	-
Building Maintenance	101301	8501	CIP For Long Term Capital Improvement Needs	-	250,000	-
Building Maintenance	101301	8801	Enterprise Lease Program Annual Lease Payments	33,874	43,926	43,926
Electrical	101302	8706	Iteris Video Detection	75,000		
Electrical	101302	8706	Cabinet Replacement	30,000		
Electrical	101302	8706	Controller Upgrades	58,000		
Parks	101303	8501	Sylvan Park Restroom Replacement Grant Match	30,000	-	-
Parks	101303	8501	Ford Park Restroom Replacement	120,000	-	-
Parks	101303	8501	Bowl Sound and Lighting	28,420	-	-
Parks	101303	8501	Redlands Bowl Improvements (Mid-Year Addition)	700,000	-	-
Parks	101303	8501	Crafton Parks Goal Posts	6,000	-	-
Parks	101303	8501	Crafton Park Crows Nest Relocation	30,000	-	-
Parks	101303	8501	Crafton Park Score Board Relocation	15,000	-	-
Parks	101303	8501	Crafton Park Snack Bar Retrofit	10,000	-	-
Parks	101303	8501	Crafton Park Bleachers	50,000	-	-
Parks	101303	8501	Community Park Snack bar Renovation	10,000	-	-
Parks	101303	8501	Pickle ball Court Upgrades at Rec Center	120,000	-	-
Parks	101303	8501	Pickle ball Court Upgrades at Rec Center	100,387	-	-
Parks	101303	8501	Parking Lighting Improvements	109,214	-	-
Parks	101303	8501	Beverly Pond	10,000	-	-
Parks	101303	8501	Gateway Ranch Parking	9,885	-	-
Parks	101303	8501	Crafton Park Football Field Imp (Mid-Year Addition)	376,000	-	-
Parks	101303	8501	Israel Beal Ball Field Imp (Mid-Year Addition)	90,000	-	-
Parks	101303	8501	Parks Master Plan	-	250,000	-
Parks	101303	8501	Sports Lights At Community Park (3 Fields)	-	300,000	-
Parks	101303	8501	Parking Lot - Texonia Park	-	170,000	-
Parks	101303	8501	Barriers For Downtown For Saturday Market/ Events	-	250,000	-
Parks	101303	8501	Replace Irrigation System-Texonia Park	-	-	223,927
Parks	101303	8501	Add Pathway Lighting-Texonia Park	-	-	33,589
Parks	101303	8501	Replace Playground Equipment-Texonia Park	-	-	400,000
Parks	101303	8501	Replace Entire Restroom Facility-Texonia Park	-	-	200,000
Parks	101303	8501	Add Walk path/Sidewalks - Texonia Park	-	-	67,178
Parks	101303	8501	Minor Soccer Field Re-Grading-Texonia Park	-	-	33,589
Parks	101303	8501	Add Exercise Equipment-Texonia Park	-	-	11,197
Parks	101303	8501	Park Entry Signage-Texonia Park	-	-	7,837
Parks	101303	8501	Basketball Lighting Upgrade-Texonia Park	-	-	40,000
Parks	101303	8501	Restore Ballfield-Texonia Park	-	-	20,880
Parks	101303	8704	1/2 Ton Pickup Truck (Rail station)	-	30,000	-
Parks	101303	8706	Sport Light Timers	30,000	-	-
Parks	101303	8706	Deck Mower Replacement	-	25,000	-
Parks	101303	8706	Kubota Tractor And Attachments	-	35,000	-
Parks	101303	8706	Dump Trailers	-	25,000	-
Parks	101303	8801	Enterprise Lease Program Annual Lease Payments	105,416	105,416	105,416
Parks	101303	8801	Enterprise Lease Program Annual Lease Payments	35,896	35,896	35,896
Parks	101303	8801	Enterprise Lease Program Annual Lease Payments	43,983	43,983	43,983
Parks	101303	8801	Enterprise Lease Program Annual Lease Payments	48,960	48,960	48,960
Parks	101303	8801	Enterprise Lease Program Annual Lease Payments	-	21,000	21,000

**CAPITAL OUTLAY
GENERAL FUND**

DEPARTMENT / DIVISION / PROJECT	ORG	OBJECT	DESCRIPTION	2021-22 12 MONTH ESTIMATE	2022-23 CITY COUNCIL ADOPTED	2023-24 CITY COUNCIL ADOPTED
Streets	101304	8501	6th Street Gateway Project	82,989		
Streets	101304	8706	John Deere Mower	75,000		
Streets	101304	8706	Drop Trailer For Carts	27,000		
Streets	101304	8801	Enterprise Lease Program Annual Lease Payments	66,821		
Streets	101304	8801	Graffiti Abatement Truck	10,311		
Streets	101304	8801	Concrete Truck	49,804		
Streets	101304	8801	Flat Rack Dump Body	87,966		
Streets	101304	8801	Asphalt Truck	108,651		
Streets	101304	8801	Enterprise Lease Program Annual Lease Payments	14,985		
Trees	101305	8706	Stump Grinder	-	90,000	-
Trees	101305	8801	Brush Truck Lease	42,669	42,669	42,669
Trees	101305	8801	Enterprise Lease Program Annual Lease Payments	11,255	11,255	11,255
Recreation and Senior Services	101309	8501	Upgrade Community Center Game room	30,000	-	-
Recreation and Senior Services	101309	8501	Repave & Restripe Community Center Parking Lot	180,000	-	-
Recreation and Senior Services	101309	8501	Exterior Signs Along Lugonia & Washington For The Community Center	-	20,000	-
Recreation and Senior Services	101309	8501	Community Center Multi-Purpose Room Upgrade	-	150,000	-
Recreation and Senior Services	101309	8501	Remodel Gym Lobby	-	15,000	-
Recreation and Senior Services	101309	8501	Replace Used Astro Van With Enterprise Lease	-	10,000	-
Recreation and Senior Services	101309	8501	Add Exterior Door To The Side Of The Community Center	-	20,000	-
Recreation and Senior Services	101309	8501	Game room Renovations	-	110,000	-
Recreation and Senior Services	101309	8501	Renovate Community Center Classroom	-	30,000	-
Recreation and Senior Services	101309	8501	Refinish Gym And Racquetball Floors	-	100,000	-
Recreation and Senior Services	101309	8501	Window Treat/Interior Shades For Community Center	-	-	100,000
Recreation and Senior Services	101309	8501	Senior Center Classroom Upgrade Exercise Room	-	-	184,000
Recreation and Senior Services	101309	8501	Install Security Gates At The Joslyn Senior Center	-	-	40,000
Recreation and Senior Services	101309	8501	Install Security Cameras At The Joslyn Senior Center	-	-	40,000
Recreation and Senior Services	101309	8501	Replace Used Astro Van With Enterprise Lease	-	-	10,000
Recreation and Senior Services	101309	8501	Replace Lighting And Ceiling Tiles In The Gym	-	-	100,000
Recreation and Senior Services	101309	8501	Repaint Gym	-	-	20,000
Recreation and Senior Services	101309	8501	Carriage House Improvements	-	-	100,000
Recreation and Senior Services	101309	8501	Landscaping In Front Of The ComCenter/Senior Center	-	-	50,000
Recreation and Senior Services	101309	8501	Bleachers For Pickle Ball Courts	-	-	8,000
Recreation and Senior Services	101309	8801	Enterprise Lease Program Annual Lease Payments	-	12,074	12,074
City Hall - State Street	101310	8501	300 E State Street Improvements	56,723	-	-
Animal Services	101311	8801	Enterprise Lease Program Annual Lease Payments		6,276	6,590
Fire						
Suppression	101250	8501	Fencing Project At Fire Station 261	100,000	-	-
Suppression	101250	8501	Security Fencing And Automatic Gate For Fire Station 261	35,000	-	-
Suppression	101250	8501	Security Fencing And Automatic Gate For Fire Station 262	30,000	-	-
Suppression	101250	8501	Exhaust Hose Station 262	12,000	-	-
Suppression	101250	8501	Fire Station 262 Remodel	-	1,500,000	-
Suppression	101250	8503	Fire Station 262 ADA Retrofit	400,000	-	-
Suppression	101250	8503	Apparatus Bay Doors Fire Station 261	195,875	-	-
Suppression	101250	8704	Outfitting Of 2 New Engines	30,000	-	-
Suppression	101250	8704	2 Light Fleet Vehicles Purchase	-	160,000	-
Suppression	101250	8704	2 Light Fleet Vehicles Purchase	-	-	180,000
Suppression	101250	8801	Enterprise Lease Program Annual Lease Payments	94,097	94,097	94,097
Emergency Preparedness	101254	8701	New Furniture For EOC Located At The New FS264	-	-	150,000
Emergency Preparedness	101254	8702	New Equipment For EOC Located At The New FS264	-	-	200,000
Library						
Administration	101190	8501	Boiler Replacement	350,000	-	-
Administration	101190	8503	Library Kitchen Repairs	5,000	-	-
Administration	101190	8503	Library Roof Repairs	8,000	-	-
Administration	101190	8503	Shrine Roof Repairs	7,000	-	-
Administration	101190	8503	CA State Infrastructure Grant (including replacement of elevator and possibly fire curtain)	-	200,613	200,613
Management Services						
Finance	101501	8501	New Cubicles/Furniture To Accommodate Staffing Needs	90,000	-	-
Municipal Utilities and Engineering Division						
Engineering	101400	8403	Citywide Sidewalk/ADA Replacement Project	500,000	500,000	500,000
Engineering	101400	8403	Bridge Preventive Maintenance Program	300,000	-	-
Engineering	101400	8403	Public Parking Lot & Alley Improvement Project	800,000	800,000	800,000
Engineering	101400	8403	ADA/Sidewalk Repairs	849,538	-	-
Engineering	101400	8404	Citywide Stormdrain System Improvement Project	500,000	-	-
Engineering	101400	8501	MID-Block Project EBS P1	103,499	-	-
Engineering	101400	8501	Traffic & Parking Commission Recommendations	-	100,000	105,000

**CAPITAL OUTLAY
GENERAL FUND**

DEPARTMENT / DIVISION / PROJECT	ORG	OBJECT	DESCRIPTION	2021-22 12 MONTH ESTIMATE	2022-23 CITY COUNCIL ADOPTED	2023-24 CITY COUNCIL ADOPTED
Streets and Inspections	101401	8706	Vactor Truck		650,000	-
Streets and Inspections	101401	8801	Enterprise Lease Program Annual Lease Payments		66,821	66,821
Streets and Inspections	101401	8801	Graffiti Abatement Truck		10,311	10,311
Streets and Inspections	101401	8801	Concrete Truck		49,804	49,804
Streets and Inspections	101401	8801	Flat Rack Dump Body		87,966	87,966
Streets and Inspections	101401	8801	Asphalt Truck		108,651	108,651
Streets and Inspections	101401	8801	Enterprise Lease Program Annual Lease Payments		14,985	14,985
Electrical	101402	8706	Traffic Signal Cabinets & Components		75,000	-
Electrical	101402	8706	Vactor Truck		-	80,000
Police						
Support Services	101202	8501	EOC Police Department Remodel	-	190,000	-
Support Services	101202	8704	Lenco Bearcat Armored Vehicle	344,201	-	-
Support Services	101202	8706	Flock Automated License Plate Reader Cameras (35)	-	87,500	87,500
Support Services	101202	8801	Enterprise Lease Program Annual Lease Payments	570,030	570,030	570,030
Support Services	101202	8801	Enterprise Lease Program Annual Lease Payments	116,076	116,076	116,076
Animal Control	101203	8501	CWFC Inc.	23,000		
Animal Control	101203	8501	Fencing At Animal Shelter	4,500		
Animal Control	101203	8501	Pavement Repairs	30,000		
Animal Control	101203	8501	Fencing At Animal Shelter	19,977		
Animal Control	101203	8501	Enterprise Lease Program Annual Lease Payments	5,977		
Total General Fund (101)				\$ 23,129,471	\$ 7,773,801	\$ 5,539,312

**CAPITAL OUTLAY
OTHER FUNDS**

DEPARTMENT / DIVISION / PROJECT	PROJECT LEDGER	ORG	OBJECT	DESCRIPTION	2021-22 12 MONTH ESTIMATE	2022-23 CITY COUNCIL ADOPTED	2023-24 CITY COUNCIL ADOPTED
GOVERNMENTAL GRANTS FUND (200)							
City Manager	F120002	200120	8401	Wastewater Infrastructure (ARPA)	\$ 1,000,000	\$ -	\$ -
Development Services	F16428E	200164	8501	CDBG-CV3 FCS Senior Center Outdoor Dining	227,000	-	-
Development Services	F164010	200164	8503	Joslyn Senior Center Rehab Project	414,584	-	-
Development Services	F164029	200164	8503	CDBG - Sylvan Park Restroom CIP	293,000	-	-
Engineering	F400001	200400	8501	Cycle 8-Emergency Vehicle Preemption	1,039,500	-	-
Engineering	F400002	200400	8501	Cycle 8-Pedestrian Countdown Heads	233,300	-	-
Engineering	C400005	200400	8501	Highland/Redlands Regional Connector Project	1,435,304	-	-
Engineering	C400006	200400	8501	Cycle 9-In-Roadway Lights for OB3	207,000	-	-
Engineering	C400007	200400	8501	East Valley Corridor Bike Route Project	2,112,000	-	-
Engineering	S400021	200400	8501	Cycle 10-Installation of Pedestrian Crossing	202,300	-	-
Fire	S250019	200250	8501	Construction of Steel Canopy at the HHW Site	228,292	-	-
Police	F202007	200202	8706	FY18 Homeland Security Grant Program ALPR Purchase	20,800	-	-
Police	F202009	200202	8706	FY2019 HSGP-Riverside UASI ALPR Purchase	45,000	-	-
Police	F202018	200202	8706	FY19 Homeland Security Grant Program ALPR Purchase	20,451	-	-
Total Governmental Grants Fund (200)					\$ 7,478,531	\$ -	\$ -
PAVEMENT ACCELERATED REPAIR IMPLEMENTATION STRATEGY FUND (PARIS) (211)							
PARIS Projects	211001	211910	8403	PARIS 2019 Resurfacing (1741-1988)	\$ 145,190	\$ -	\$ -
PARIS Projects	211002	211910	8403	PARIS 2020 Resurfacing	4,901,966	-	-
PARIS Projects	211003	211910	8403	2021 Pavement Management Plan	4,000,000	-	-
PARIS Projects	211004	211910	8403	San Bernardino County Cost-Sharing Pavement Project	78,750	-	-
PARIS Projects	C531010	211910	8403	IVDA Mountain View Ave Infra Proj-Street Paving Portion	202,818	-	-
PARIS Projects	211006	211910	8403	2022 Pavement Management Plan	-	4,000,000	-
PARIS Projects	211008	211910	8403	2023 Pavement Management Plan	-	-	4,000,000
PARIS Projects	211005	211910	8501	2021 Alley Paving Project	500,000	-	-
PARIS Projects	211007	211910	8501	2022 Alley Paving Project	-	500,000	-
PARIS Projects	211009	211910	8501	2023 Alley Paving Project	-	-	500,000
Total PARIS Fund (211)					\$ 9,828,724	\$ 4,500,000	\$ 4,500,000
AIR QUALITY IMPROVEMENT FUND (221)							
Air Quality Improvement Projects		221400	8501	Installation of Pedestrian Traffic Control Devices	\$ -	\$ 300,000	\$ -
Air Quality Improvement Projects		221400	8706	Changeable Signs and Mobile Radar Detection	-	50,000	-
Total Air Quality Improvement Fund (221)					\$ -	\$ 350,000	\$ -
TRANSPORTATION DEVELOPMENT ACT FUND (241)							
TDA Grants	S241001	241400	8405	Orange Blossom Trail Phase III	\$ 952,501	\$ -	\$ -
TDA Grants	S241005	241400	8501	2021 TDA 3 - Transit Stop Access Program	46,340	-	-
TDA Grants	C400005	241400	8501	Highland/Redlands Regional Connector Project	175,482	-	-
TDA Grants	C400007	241400	8501	East Valley Corridor Bike Route Project	50,401	-	-
Total Transportation Development Act Fund (241)					\$ 1,224,724	\$ -	\$ -
ASSET FORFEITURE FUND (246)							
Asset Forfeiture Grants	F246001	246200	8704	Equitable Sharing Program-Federal Vehicle Outfitting	\$ 6,783	\$ -	\$ -
Total Asset Forfeiture Fund (246)					\$ 6,783	\$ -	\$ -
SUPPLEMENTAL LAW ENFORCEMENT FUND (249)							
Supplemental Law Enforcement Grants	S249001	249200	8704	Motorcycles & Outfitting	\$ 75,000	\$ -	\$ 75,000
Supplemental Law Enforcement Grants	S249001	249200	8706	Specialized Departmental Equipment	-	75,000	-
Total Supplemental Law Enforcement Fund (249)					\$ 75,000	\$ 75,000	\$ 75,000
PARK & OPEN SPACE DEVELOPMENT FUND (250)							
Park & Open Space Improvements		250400	8501	Pickle ball Courts	\$ 88,773	\$ -	\$ -
Park & Open Space Improvements		250400	8501	Israel Beal Ballfield	50,000	-	-
Total Park & Open Space Development Fund (250)					\$ 138,773	\$ -	\$ -
ARTERIAL STREET CONSTRUCTION FUND (252)							
Arterial Street Construction		252400	8501	Citrus Avenue @ Wabash Street Widening	\$ -	\$ 900,000	\$ -
Arterial Street Construction		252400	8501	California - Redlands Blvd @ Lugonia Ave Street Widening	-	-	800,000
Total Arterial Street Construction Fund (252)					\$ -	\$ 900,000	\$ 800,000
TRAFFIC SIGNALS FUND (253)							
Traffic Signals		253400	8501	Traffic Signal Construction at University and Brockton	\$ 500,000	\$ -	\$ -
Traffic Signals		253400	8501	Traffic Signal Construction at Brockton and University	50,000	-	-
Traffic Signals		253400	8501	Traffic Signal Construction at Cypress and Cajon	-	600,000	-
Traffic Signals		253400	8501	Traffic Signal Construction at San Bernardino and Church	-	-	650,000
Total Traffic Signals Fund (253)					\$ 550,000	\$ 600,000	\$ 650,000
FREEWAY INTERCHANGES FUND (254)							
Freeway Interchanges Improvements	254001	254400	8501	I-10 University Off-ramp Improvements	\$ 137,830	\$ -	\$ -
Freeway Interchanges Improvements	254002	254400	8501	I-10 Alabama On/Off Ramp Improvements	2,171,761	-	-
Total Freeway Interchanges Fund (254)					\$ 2,309,591	\$ -	\$ -
STORM DRAIN CONSTRUCTION FUND (405)							
Storm Drain Construction		405400	8404	Oakmont Park Project	-	1,800,000	-
Storm Drain Construction		405400	8404	Redlands Country Club Drainage	-	-	400,000
Storm Drain Construction		405400	8404	Mission Zaja Creek Interior Improvements	-	180,000	-
Total Storm Drain Construction Fund (405)					\$ -	\$ 1,980,000	\$ 400,000
SAFETY/CITY HALL REPLACEMENT FUND (406)							
Safety Hall Replacement		406501	8502	K-Mart Purchase	\$ 16,100,000	\$ -	\$ -
Total Safety/City Hall Replacement Fund (406)					\$ 16,100,000	\$ -	\$ -

**CAPITAL OUTLAY
OTHER FUNDS**

DEPARTMENT / DIVISION / PROJECT	PROJECT LEDGER	ORG	OBJECT	DESCRIPTION	2021-22 12 MONTH ESTIMATE	2022-23 CITY COUNCIL ADOPTED	2023-24 CITY COUNCIL ADOPTED
WATER FUND (501)							
Water Operations		501900	8501	Other Betterments and Improvements	250,000	-	-
Water Operations		501900	8502	Water Fund Share of 300 E State Street Purchase	1,077,569	-	-
Water Operations		501900	8701	Office Furniture	5,000	-	-
Water Operations		501900	8704	Motor Vehicle Purchases	135,483	135,483	135,483
Water Operations		501900	8706	Specialized Departmental Equipment	403,846	-	-
Water Operations		501900	8706	Replacement Backhoe & Trailer	-	200,000	-
Water Operations		501900	8706	Additional Valve Truck	-	-	350,000
Water Operations		501900	8801	Enterprise Lease	743,284	743,284	743,284
Water Operations		501900	8801	Replace Crane (50% of cost)	-	250,000	-
Water Projects and Grants	501005	501910	8402	CIP - Well Rehabilitation	823,272	514,000	506,000
Water Projects and Grants	501006	501910	8402	Water SCADA System Upgrade-Infrastructure	5,579,420	-	-
Water Projects and Grants	501007	501910	8402	Agate Well #2 Rehabilitation	-	175,000	-
Water Projects and Grants	501009	501910	8402	Hinckley Sludge Press	-	700,000	-
Water Projects and Grants	501021	501910	8402	Advanced Metering/Automatic Meter Reading	792,876	-	-
Water Projects and Grants	501028	501910	8402	Fixed Generator-5th Ave, Texas St, Country Club	-	100,000	300,000
Water Projects and Grants	501031	501910	8402	2020 Water CIP	1,292,388	-	-
Water Projects and Grants	501037	501910	8402	Meter Replacement	221,329	-	-
Water Projects and Grants	501038	501910	8402	Booster #2131 & #2132 Replacement	29,855	-	-
Water Projects and Grants	501039	501910	8402	Water CIP	4,500,000	4,500,000	4,400,000
Water Projects and Grants	501040	501910	8402	Tate Transmission Line Replacement	-	-	1,900,000
Water Projects and Grants	501042	501910	8402	Tank Mixers	-	150,000	150,000
Water Projects and Grants	501044	501910	8402	Wellhead Perchlorate	-	325,000	575,000
Water Projects and Grants	501050	501910	8402	Temporary Sunset Reservoir/Pump	-	2,500,000	-
Water Projects and Grants	501051	501910	8402	1750 Blend Manifold Replacement	-	120,000	-
Water Projects and Grants	501052	501910	8402	Booster Pump Station Rehabilitation	-	300,000	300,000
Water Projects and Grants	501055	501910	8402	Sunset Reservoir Replacement	-	-	6,000,000
Water Projects and Grants	501056	501910	8402	HAWC Booster Pump Rehabilitation	-	-	500,000
Water Projects and Grants	501057	501910	8402	WTP Mechanical & Electrical Equipment Replacement	-	-	180,000
Water Projects and Grants	501058	501910	8402	Tate Clarifier Coating & Covers	-	-	2,560,000
Water Projects and Grants	501059	501910	8402	Texas Grove Reservoir Seismic Assessment Improvements	-	-	2,900,000
Water Projects and Grants	501006	501910	8501	Water SCADA System Upgrade-Other Improvements	286,899	-	-
Water Projects and Grants	501022	501910	8501	Roof Repairs	100,000	-	-
Water Projects and Grants	501027	501910	8501	Smart Irrigation Controller for City Facilities	100,000	-	-
Water Projects and Grants	501030	501910	8501	Hinckley Wash water & Pond Fencing	40,000	-	-
Water Projects and Grants	501053	501910	8501	Hinckley WTP Paving	-	350,000	-
Water Projects and Grants	501004	501910	8706	Hinckley WTP Backup Generator Replacement	140,000	-	-
Water Projects and Grants	501006	501910	8706	Water SCADA System Upgrade-Equipment	762,296	-	-
Total Water Fund (501)					\$ 17,283,517	\$ 11,062,767	\$ 21,499,767
SOURCE ACQUISITION FUND (508)							
Water Shares		508900	8101	Purchase Water Shares	\$ -	\$ 50,000	\$ 50,000
Total Source Acquisition Fund (508)					\$ -	\$ 50,000	\$ 50,000
SOLID WASTE FUND (511)							
Solid Waste Operations		511900	8502	Solid Waste Fund Share of 300 E State Street Purchase	\$ 516,844	\$ -	\$ -
Solid Waste Operations		511900	8801	Enterprise Lease	27,111	28,361	29,779
Solid Waste Operations		511900	8801	CAT Lease for D-7 Dozer	150,000	150,000	150,000
Solid Waste Operations		511900	8801	Replace 826 Loader at the Landfill	150,000	150,000	150,000
Solid Waste Operations		511900	8801	Replace Scraper at Landfill	150,000	150,000	150,000
Solid Waste Projects and Grants	511003	511910	8501	Gas Collection System	-	1,099,550	-
Solid Waste Projects and Grants	511002	511910	8601	Landfill Expansion-Phase 4	44,090	-	-
Solid Waste Projects and Grants	511005	511910	8704	Solid Waste Collection Vehicles	1,114,810	1,147,873	823,981
Solid Waste Projects and Grants	511005	511910	8706	Solid Waste Collection Vehicles	55,200	65,200	70,000
Total Solid Waste Fund (511)					\$ 2,208,055	\$ 2,790,984	\$ 1,373,760
WASTEWATER SERVICE FUND (521)							
Wastewater Operations		521900	8502	Wastewater Fund Share of 300 E State Street Purchase	\$ 405,587	\$ -	\$ -
Wastewater Operations		521900	8703	Computer Equipment	5,000	-	-
Wastewater Operations		521900	8703	Hach WIMS Equipment	-	8,000	8,000
Wastewater Operations		521900	8704	Motor Vehicle Purchases	27,000	-	-
Wastewater Operations		521900	8704	Utility Cart	-	20,000	-
Wastewater Operations		521900	8705	Replace Laboratory Equipment	72,824	50,000	55,000
Wastewater Operations		521900	8706	Specialized Departmental Equipment	30,000	-	-
Wastewater Operations		521900	8706	Compressor Trailer	-	-	40,000
Wastewater Operations		521900	8801	Enterprise Lease	577,709	577,709	577,709
Wastewater Operations		521900	8801	Replace Crane (50% of cost)	-	250,000	-
Wastewater Projects and Grants	521006	521910	8401	WWTP Modifications	9,144,612	-	-
Wastewater Projects and Grants	521013	521910	8401	Brine Cap Rehabilitation	58,875	-	-
Wastewater Projects and Grants	521014	521910	8401	On-Call WW System Improvements	41,125	-	-
Wastewater Projects and Grants	521021	521910	8401	Pipeline Replacement and Reline	1,000,000	3,000,000	3,000,000
Wastewater Projects and Grants	521027	521910	8501	Climate Control Storage Unit	-	70,000	-
Total Wastewater Fund (521)					\$ 11,362,732	\$ 3,975,709	\$ 3,680,709
WASTEWATER CAPITAL IMPROVEMENT FUND (529)							
WW Capital Improvements		529920	8401	Sanitary Sewer Collection System Trunk Line	\$ 109,172	\$ -	\$ -
WW Capital Improvements		529920	8401	WW Master Plan recommended CIP	79,390	-	-
Total Wastewater Capital Improvement Fund (529)					\$ 188,562	\$ -	\$ -
NONPOTABLE WATER SERVICE FUND (531)							
Nonpotable Projects and Grants	531006	531910	8402	South Mountain Water Board Project	\$ 222,110	\$ -	\$ -
Nonpotable Projects and Grants	531007	531910	8402	Well #31A Rehabilitation	192,420	-	-
Nonpotable Projects and Grants	531008	531910	8402	Well #32 Rehabilitation	119,122	-	-
Nonpotable Projects and Grants	531010	531910	8402	Well Rehabilitation	-	267,000	136,000
Nonpotable Projects and Grants	531011	531910	8402	Texas Street Booster Replacement	-	150,000	-
Total Nonpotable Water Service Fund (531)					\$ 533,652	\$ 417,000	\$ 136,000

**CAPITAL OUTLAY
OTHER FUNDS**

DEPARTMENT / DIVISION / PROJECT	PROJECT LEDGER	ORG	OBJECT	DESCRIPTION	2021-22 12 MONTH ESTIMATE	2022-23 CITY COUNCIL ADOPTED	2023-24 CITY COUNCIL ADOPTED
NONPOTABLE WATER CAPITAL IMPROVEMENT FUND (532)							
Nonpotable Capital Improvement Fund		532920	8402	Engineering for Two Recycled Water Reservoirs	\$ 734,839	\$ -	\$ -
Total Groves Fund (532)					\$ 734,839	\$ -	\$ -
GROVES FUND (538)							
Groves Operations		538900	8801	Enterprise Lease	\$ 14,731	\$ 22,731	\$ 22,731
Total Groves Fund (538)					\$ 14,731	\$ 22,731	\$ 22,731
CEMETERY FUND (562)							
Cemetery Operations		562900	8501	Sunset Lawn Phase 2- Standard Burial Plots	\$ 35,000	\$ 75,000	\$ -
Cemetery Operations		562900	8501	Sunset Lawn Phase 3- Traditional Area Development	-	60,000	-
Cemetery Operations		562900	8501	Serenity Estate Phase 2	-	-	35,000
Cemetery Operations		562900	8501	Premium Area Development	-	-	65,000
Cemetery Operations		562900	8706	Vault Lowering Device	-	-	7,500
Cemetery Operations		562900	8706	Water Tank / Pressure	18,900	-	-
Cemetery Operations		562900	8801	F350 Lease with Enterprise to Replace Unit #122	14,832	14,832	14,832
Cemetery Operations		562900	8801	F350 Lease with Enterprise to Replace Unit #123	14,832	14,832	14,832
Cemetery Operations		562900	8801	F350 Lease with Enterprise to Replace Unit #144	14,832	14,832	14,832
Cemetery Operations		562900	8801	F150 Lease with Enterprise	14,985	14,985	14,985
Total Cemetery Fund (562)					\$ 113,381	\$ 194,481	\$ 166,981
INNOVATION & TECHNOLOGY FUND (604)							
Innovation & Technology Operations		604900	8703	Convergeone Inc.	\$ 3,324	\$ -	\$ -
Innovation & Technology Operations		604900	8703	Core Migration	-	500,000	-
Innovation & Technology Operations		604900	8703	PD Camera Camera System Upgrade	-	500,000	-
Innovation & Technology Operations		604900	8703	PD Camera Camera System Upgrade	-	-	500,000
Innovation & Technology Operations		604900	8703	enQuesta Software Upgrade/Replacement	-	-	500,000
Innovation & Technology Operations		604900	8703	Comprehensive Switch Upgrade	-	-	450,000
Innovation & Technology Operations		604900	8801	Enterprise Fleet - Lease 2 vehicles	22,792	22,792	22,792
Total Innovation & Technology Fund (604)					\$ 26,116	\$ 1,022,792	\$ 1,472,792
EQUIPMENT MAINTENANCE FUND (607)							
Equipment Maintenance Operations		607900	8501	Overhead Structure with Versatile Crane	\$ 70,000	\$ -	\$ -
Equipment Maintenance Operations		607900	8501	Vehicle Lift Replacement	-	72,000	-
Equipment Maintenance Operations		607900	8501	Two Wheel Lifts for Trash Trucks	-	-	150,000
Equipment Maintenance Operations		607900	8801	Enterprise Lease	19,311	19,049	19,049
Total Equipment Maintenance Fund (607)					\$ 89,311	\$ 91,049	\$ 169,049
UTILITY BILLING FUND (608)							
Utility Billing Operations		608900	8501	Payment Kiosk	\$ -	\$ 60,000	\$ -
Utility Billing Operations		608900	8501	Citworks Integration with enQuesta	-	80,000	-
Utility Billing Operations		608900	8503	Office Remodel	60,000	-	-
Total Utility Billing Fund (608)					\$ 60,000	\$ 140,000	\$ -
Total Other Funds					\$ 70,327,023	\$ 28,172,513	\$ 34,996,789

RESOLUTION NO. 8352

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF REDLANDS ESTABLISHING A SALARY SCHEDULE AND COMPENSATION PLAN FOR CITY EMPLOYEES AND RESCINDING RESOLUTION NO. 8277.

WHEREAS, the City Council is authorized and directed by Section 2.56.040 of the Redlands Municipal Code to prepare, install, revise and maintain a position classification and compensation plan covering all positions in the competitive service;

BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF REDLANDS AS FOLLOWS:

Section 1. The City Council of the City of Redlands hereby establishes a basic compensation plan for all employees in all of the classifications of employment as described in Section 2 of this resolution to be effective July 11, 2022.

Section 2. Salary schedule and Compensation Plan.

Department/Division	PT	FT	Unit	Range			
City Clerk's Office							
Administrative Assistant I/II		1	T	15	30		

Part Time Positions

Administrative Assistant	1		PT				
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Total City Clerk's Office	1	1					
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City Manager's Office

City Manager		1	C	3			
City Attorney		1	C	2			
Assistant City Manager		2	DD	5			
Project Manager		1	MM	61			
Grants Coordinator		1	MM	48			
Management Analyst		1	MM	45			
Administrative Analyst		1	MM	35			
Senior Administrative Assistant		1	T	45			

Human Resources/Risk Management

Assistant Director, HR/Risk Management		1	M	90			
HR/Risk Manager		2	M	78			
Human Resource Analyst		2	MM	53			
Risk Management Specialist		1	MM	41			
HR Specialist		3	MM	35			
Administrative Assistant I/II		1	T	15	30		
Mid-Management Trainee		2	MM	26-85			

Public Information

Public Information Officer		1	M	75			
Multimedia Production Coordinator		1	MM	27			

Purchasing

Procurement Manager		1	M	74			
Purchasing Clerk		1	T	22			

Total City Manager's Office	0	25					
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Management Services

Director, Management Services*		1	DD	4				
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Information Technology

Information Technology Manager		1	M	83				
Network Engineer		1	MM	77				
GIS Supervisor		1	MM	73				
IT Systems Supervisor		1	MM	66				
Database Administrator		1	MM	61				
System Administrator		1	MM	50				
GIS Analyst		2	MM	50				
Network Specialist		1	MM	44				
GIS Technician		1	T	59				
Sr. Help Desk Technician		1	T	72				
Help Desk Technician		3	T	57				
Administrative Assistant I/II		1	T	15	30			

Finance

Assistant Finance Director		1	M	90				
Finance Manager		1	M	78				
Senior Accountant		2	MM	51				
Management Analyst		2	MM	45				
Accountant		1	MM	35				
Senior Accounting Technician		1	T	40				
Accounting Technician I/II		2	T	23	33			

Revenue Division

Revenue Supervisor		1	MM	58				
Utilities Customer Service Supervisor		1	MM	45				
Accountant		1	MM	35				
Senior Customer Account Specialist		2	T	41				
Utilities Billing Specialist		1	T	40				
Senior Accounting Technician		1	T	40				
Utilities Billing Technician		1	T	35				
Customer Account Specialist		6	T	33				
Customer Service Technician I/II		4	T	17	27			

Payroll

Payroll Coordinator		1	MM	34				
Payroll Assistant		1	T	35				

Part Time Position

Help Desk Technician	1		PT					
IT Intern	2		PT					

Total Management Services | 3 | 46 |

*the position of Director, Management Services shall perform the duties of Director of Finance as outlined in Redlands Municipal Code 2.08

Development Services Department

Administration

Development Services Director		1	DD	4				
Management Analyst		1	MM	45				
Administrative Analyst		1	MM	35				
Administrative Assistant I/II		1	T	15	30			

One Stop Permit Center Manager		1	M	82				
Asst/Assoc/Civil/Sr. Civil Engineer		3	MM	41	51	61	73	
NPDES Inspector I/II		1	T	59	64			
Counter Services Technician		2	T	30				

Building Division

Chief Building Official		1	M	81				
Sr. Plans Examiner		1	MM	62				
Plans Examiner		1	T	80				
Sr. Building Inspector		1	T	80				
Building Inspector I/II		2	T	60	70			
Permit Technician I/II		2	T	52	57			

Economic Development Division

Economic Development Manager		1	M	80				
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Planning Division

City Planner		1	M	82				
Principal Planner		2	MM	75				
Senior Planner		1	MM	65				
Junior/Assistant/Associate Planner		3	T	53	70	80		

Part Time Positions

Planning Intern		2	PT					
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Total Development Services Department	2	27						
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Fire Department

Fire Chief		1	DD	06				
Fire Marshal		1	M	88				
Deputy Fire Chief		1	F	85				
Deputy Fire Marshal		1	MM	59				
Fire Plans Examiner		1	CS	80				
Battalion Chief		4	F	79				
Fire Captain		15	F	60				
Fire Engineer		18	F	55				
Fire Fighter		21	F	50				
EMS Coordinator		1	MM	82				
Management Analyst		1	MM	45				
Emergency Operations Specialist		1	MM	34				

Fire Prevention Inspector		2	CS	55				
Sr. Administrative Assistant		1	T	45				
Administrative Assistant I/II		1	T	15	30			

Total Fire Department | 70

Library

Library Director		1	C	1				
Archivist Curator		1	M	80				
Principal Librarian		1	MM	53				
Systems Administrator		1	MM	50				
Management Analyst		1	MM	45				
Senior Librarian		1	MM	37				
Special Collections Manager		1	MM	36				
Adult Literacy Coordinator		1	MM	32				
Technical Services Coordinator		1	MM	30				
Museum Collections Specialist		1	T	57				
Librarian		1	T	52				
Sr. Administrative Assistant		1	T	45				
Library Specialist I/II		5	T	22	32			
Maintenance Worker I/II		2	T	20	23			
Administrative Assistant I/II		1	T	15	30			
Technical Services Clerk		1	T	12				
Library Clerk		2	T	5				

Part Time Positions

Administrative Assistant		1	PT					
Library Specialist		1	PT					
Library Clerk		4	PT					
Library Page		4	PT					
Technical Services Clerk		1	PT					
Museum Attendant		4	PT					

Total Library | 15 | 23

Municipal Utilities & Engineering Department

Administration

Director of Municipal Utilities and Public Works Engineering		1	DD	05				
Water Conservation Specialist		2	T	49				
Senior Administrative Assistant		4	T	45				

Engineering Services

City Engineer		1	M	87				
Construction Manager		1	MM	78				
Asst/Assoc/Civil/Sr. Civil Engineer		6	MM	41	51	61	73	
Field Services Coordinator		1	MM	40				

Senior Asphalt Worker	1	T	44				
Senior Street Maintenance Worker I/II	2	T	44	49			
Equipment Operator OIT/I/II	3	T	19	34	39		
Asphalt Worker	2	T	34				
Sign & Paint Worker	1	T	34				
Maintenance Worker I/II	3	T	20	23			
Senior Construction Inspector	1	T	90				
Construction Inspector I/II	3	T	69	79			
Electrician	1	T	46				
NPDES Inspector I/II	1	T	59	64			

Utilities

Utilities Operations Manager	1	M	85				
Laboratory Manager	1	MM	70				
Regulatory Compliance Officer	1	T	90				
Laboratory Analyst I/II/III/IV	4	T	53	63	73	83	

Water Division

Water Production/Maint. Superintendent	1	MM	76				
Water Distribution Superintendent	1	MM	70				
Water Production Operations Supervisor	1	T	97				
Water Production Maintenance Supervisor	1	T	97				
Water Distribution Supervisor	1	T	97				
Utilities Maintenance Foreperson	1	T	80				
Electrical and Instrumentation Technician	1	T	69				
Water Distribution Crewleader	4	T	61				
Cross Connection Control Inspector	1	T	63				
Water Treatment Operator I/II/III/IV/V	8	T	55	60	67	72	77
Senior Water Quality Technician	1	T	63				
Sr. Customer Service Field Technician	1	T	48				
Plant Mechanic I/II	3	T	48	58			
Customer Service Field Technician	1	T	39				
Water Quality Technician I/II	2	T	52	57			
Water Distribution Operator	12	T	49				
Electrical and Instrumentation Apprentice	1	T	35				
Water Meter Reader I/II	3	T	21	31			
Maintenance Worker I/II	3	T	20	23			

Wastewater Division

Wastewater Operations Superintendent	1	MM	76				
Wastewater Operations Supervisor	1	T	97				
Wastewater Collection System Supervisor	1	T	89				
Utilities Maintenance Foreperson	1	T	80				
Wastewater Facilities Operator I/II/III/IV	6	T	51	61	68	78	
Plant Mechanic I/II	3	T	48	58			
Wastewater Collection System Worker I/II/III	7	T	47	50	54		

Maintenance Worker I/II		2	T	20	23			
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Part Time Positions

Administrative Assistant	1		PT					
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Total MUED Department 1 | 110 |

Police Department

Chief of Police		1	DD	07				
Deputy Police Chief		2	P	85				
Police Commander		2	P	81				
Police Sergeant		12	P	70				
Police Corporal		20	P	64				
Police Officer/Police Recruit		54	P/CS	60/79				
Police Operations Manager		1	M	74				
Management Analyst		1	MM	45				
Police Operations Coordinator		1	MM	36				
Digital Forensic Examiner		1	CS	85				
Crime Analyst		2	CS	79				
Executive Police Assistant		1	CS	74				
Administrative Assistant I/II		1	T	15	30			
Dispatcher Supervisor		3	CS	72				
Police Customer Service Supervisor		1	CS	64				
Forensic Specialist		2	CS	47				
Dispatcher I/II/III		15	CS	40	50	55		
Property and Evidence Technician		2	CS	43				
Community Service Officer I/II		10	CS	33	43			
Police Customer Service Representative I/II		6	CS	17	27			

Part Time Positions

Community Services Officer	1		PT					
Administrative Assistant	1		PT					
Camera Operator	6		PT					
Background Investigator	4		PT					

Total Police Department 12 | 138 |

Facilities and Community Services

Asst. Director, Facilities & Community Serv		1	M	90				
Senior Manager, Fac & Comm Serv		1	M	77				
Manager, Fac & Comm Serv		1	MM	73				
Field Services Superintendent		1	MM	65				
Field Services Project Supervisor		1	MM	48				
Homeless Solutions Coordinator		1	MM	37				
Administrative Analyst		1	MM	35				
Senior Code Enforcement Officer		1	T	70				
Code Enforcement Officer I/II		3	T	40	55			

Sr. Administrative Assistant		2	T	45				
Administrative Assistant I/II		3	T	15	30			

Airport

Airport Supervisor		1	MM	40				
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Building Maintenance

Senior Building Maintenance Worker		1	T	47				
Building Maintenance Worker		3	T	38				

Solid Waste Division

Solid Waste Manager		1	MM	64				
Solid Waste Collections Supervisor		1	MM	42				
Solid Waste Route Coordinator		2	T	56				
Sr. Administrative Assistant		1	T	45				
Senior Equipment Operator		1	T	44				
Recycling Coordinator		1	T	44				
Welder		1	T	43				
Solid Waste Truck Driver		27	T	34				
Equipment Operator OIT/I/II		2	T	19	34	39		
Maintenance Worker I/II		7	T	20	23			

Fleet Services Division

Fleet Services Coordinator		1	MM	46				
Fire Mechanic		1	T	53				
Sr. Administrative Assistant		1	T	45				
Equipment Mechanic I/II		2	T	41	46			

Parks and Trees Division

Field Services Coordinator		1	MM	40				
Senior Grounds Maintenance Worker I/II		6	T	30	40			
Senior Grove Maintenance Worker		1	T	40				
Tree Trimmer I/II		4	T	30	40			
Maintenance Worker		1	T	20	23			
Grove Maintenance Worker		2	T	20				
Grounds Maintenance Worker I/II		13	T	12	20			

Cemetery Division:

Cemetery Manager		1	MM	58				
Cemetery Sales and Services Representative		1	T	58				
Cemetery Crew Leader		1	T	49				
Cemetery Caretaker I/II		2	T	17	25			

Animal Services

Animal Control Supervisor		1	CS	64				
Animal Control Officer		3	CS	30				
Administrative Assistant I/II		1	T	15	30			
Kennel Attendant		2	CS	10				

Recreation/Senior Services

Recreation Supervisor		1	MM	37				
Program Specialist		2	T	45				
Administrative Assistant I/II		1	T	15	30			
Program Aid I/II		7	T	4	9			

Part Time Positions

Program Aide	4		PT					
Cemetery Aid	1		PT					
Maintenance Worker	1		PT					

Total Facilities and Community Services | 6 | 121 |

Total Full Time Positions	561
Total Part Time Positions	40
Total Authorized Positions	601

GRANT & DONATION FUNDED POSITIONS

Facilities and Community Services

Van Driver		1	T	10				
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Total Grant Funded Positions | 1

All grant and donation funded positions are contingent upon continued funding.

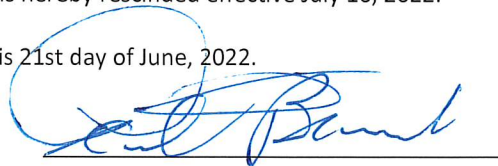
Total Authorized Positions 601
Total Grant Funded Positions 1

TOTAL POSITIONS 602

Section 3. In addition to the salary schedule set forth above, the compensation plan established by this resolution permits the City Manager to establish programs for incentive awards, length of service awards, pay for performance, and other methods of recognizing employee work performance.

Section 4. Resolution No.8277 of the City of Redlands is hereby rescinded effective July 10, 2022.

Adopted, approved and signed this 21st day of June, 2022.




Paul T. Barich, Mayor, City of Redlands

ATTEST:


 Jeanne Donaldson, City Clerk

I, Jeanne Donaldson, City Clerk of the City of Redlands, hereby certify that the foregoing resolution was duly adopted by the City Council at a regular meeting thereof held on the 21st day of June, 2022

AYES: Councilmembers Tejada, Davis, Guzman-Lowery, Gallagher; Mayor Barich
NOES: None
ABSENT: None
ABSTAINED: None



Jeanne Donaldson, City Clerk

Range	FLSA Status	Rate Type	0 (Minimum)	1	2	3	4	5 (Longevity Only)
T4	NE	HOURLY	15.091	15.846	16.638	17.470	18.343	19.260
		MONTHLY	2616	2747	2884	3028	3179.51	3338
		ANNUAL	31389	32959	34607	36337	38154	40062
T5	NE	HOURLY	16.303	17.118	17.974	18.873	19.817	20.808
		MONTHLY	2826	2967	3116	3271	3434.89	3607
		ANNUAL	33911	35606	37387	39256	41219	43280
T6	NE	HOURLY	16.466	17.290	18.154	19.062	20.015	21.016
		MONTHLY	2854	2997	3147	3304	3469	3643
		ANNUAL	34250	35962	37760	39648	41631	43712
T7	NE	HOURLY	16.631	17.462	18.336	19.252	20.215	21.226
		MONTHLY	2883	3027	3178	3337	3504	3679
		ANNUAL	34592	36322	38138	40045	42047	44150
T8	NE	HOURLY	16.797	17.637	18.519	19.445	20.417	21.438
		MONTHLY	2912	3057	3210	3370	3539	3716
		ANNUAL	34938	36685	38519	40445	42468	44591
T9	NE	HOURLY	16.965	17.813	18.704	19.639	20.621	21.652
		MONTHLY	2941	3088	3242	3404	3574	3753
		ANNUAL	35288	37052	38905	40850	42892	45037
T10	NE	HOURLY	17.135	17.992	18.891	19.836	20.828	21.869
		MONTHLY	2970	3119	3274	3438	3610	3791
		ANNUAL	35640	37423	39294	41258	43321	45487
T11	NE	HOURLY	17.306	18.172	19.080	20.034	21.036	22.088
		MONTHLY	3000	3150	3307	3473	3646	3829
		ANNUAL	35997	37797	39687	41671	43754	45942
T12	NE	HOURLY	17.479	18.353	19.271	20.234	21.246	22.308
		MONTHLY	3030	3181	3340	3507	3683	3867
		ANNUAL	36357	38175	40083	42088	44192	46402
T13	NE	HOURLY	17.654	18.537	19.464	20.437	21.459	22.532
		MONTHLY	3060	3213	3374	3542	3719	3905
		ANNUAL	36720	38556	40484	42508	44634	46866
T14	NE	HOURLY	17.831	18.722	19.658	20.641	21.673	22.757
		MONTHLY	3091	3245	3407	3578	3757	3945
		ANNUAL	37088	38942	40889	42934	45080	47334
T15	NE	HOURLY	18.009	18.909	19.855	20.848	21.890	22.984
		MONTHLY	3122	3278	3442	3614	3794	3984
		ANNUAL	37459	39331	41298	43363	45531	47808
T16	NE	HOURLY	18.189	19.098	20.053	21.056	22.109	23.214
		MONTHLY	3153	3310	3476	3650	3832	4024
		ANNUAL	37833	39725	41711	43797	45986	48286

Range	FLSA Status	Rate Type	0 (Minimum)	1	2	3	4	5 (Longevity Only)
T17	NE	HOURLY	18.371	19.289	20.254	21.267	22.330	23.446
		MONTHLY	3184	3344	3511	3686	3871	4064
		ANNUAL	38211	40122	42128	44235	46446	48769
T18	NE	HOURLY	18.555	19.482	20.456	21.479	22.553	23.681
		MONTHLY	3216	3377	3546	3723	3909	4105
		ANNUAL	38594	40523	42549	44677	46911	49256
T19	NE	HOURLY	18.740	19.677	20.661	21.694	22.779	23.918
		MONTHLY	3248	3411	3581	3760	3948	4146
		ANNUAL	38979	40928	42975	45124	47380	49749
T20	NE	HOURLY	18.928	19.874	20.868	21.911	23.007	24.157
		MONTHLY	3281	3445	3617	3798	3988	4187
		ANNUAL	39369	41338	43405	45575	47854	50246
T21	NE	HOURLY	19.117	20.073	21.076	22.130	23.237	24.398
		MONTHLY	3314	3479	3653	3836	4028	4229
		ANNUAL	39763	41751	43839	46031	48332	50749
T22	NE	HOURLY	19.308	20.273	21.287	22.351	23.469	24.642
		MONTHLY	3347	3514	3690	3874	4068	4271
		ANNUAL	40161	42169	44277	46491	48815	51256
T23	NE	HOURLY	19.501	20.476	21.500	22.575	23.704	24.889
		MONTHLY	3380	3549	3727	3913	4109	4314
		ANNUAL	40562	42590	44720	46956	49304	51769
T24	NE	HOURLY	19.696	20.681	21.715	22.801	23.941	25.138
		MONTHLY	3414	3585	3764	3952	4150	4357
		ANNUAL	40968	43016	45167	47425	49797	52286
T25	NE	HOURLY	19.893	20.888	21.932	23.029	24.180	25.389
		MONTHLY	3448	3621	3802	3992	4191	4401
		ANNUAL	41378	43446	45619	47900	50295	52809
T26	NE	HOURLY	20.092	21.097	22.151	23.259	24.422	25.643
		MONTHLY	3483	3657	3840	4032	4233	4445
		ANNUAL	41791	43881	46075	48379	50798	53337
T27	NE	HOURLY	20.293	21.308	22.373	23.492	24.666	25.899
		MONTHLY	3517	3693	3878	4072	4275	4489
		ANNUAL	42209	44320	46536	48862	51306	53871
T28	NE	HOURLY	20.496	21.521	22.597	23.726	24.913	26.158
		MONTHLY	3553	3730	3917	4113	4318	4534
		ANNUAL	42631	44763	47001	49351	51819	54410
T29	NE	HOURLY	20.701	21.736	22.823	23.964	25.162	26.420
		MONTHLY	3588	3768	3956	4154	4361	4579
		ANNUAL	43058	45210	47471	49845	52337	54954

Range	FLSA Status	Rate Type	0 (Minimum)	1	2	3	4	5 (Longevity Only)
T30	NE	HOURLY	20.908	21.953	23.051	24.203	25.414	26.684
		MONTHLY	3624	3805	3995	4195	4405	4625
		ANNUAL	43488	45663	47946	50343	52860	55503
T31	NE	HOURLY	21.117	22.173	23.281	24.445	25.668	26.951
		MONTHLY	3660	3843	4035	4237	4449	4672
		ANNUAL	43923	46119	48425	50846	53389	56058
T32	NE	HOURLY	21.328	22.394	23.514	24.690	25.924	27.221
		MONTHLY	3697	3882	4076	4280	4494	4718
		ANNUAL	44362	46580	48909	51355	53923	56619
T33	NE	HOURLY	21.541	22.618	23.749	24.937	26.184	27.493
		MONTHLY	3734	3921	4117	4322	4538	4765
		ANNUAL	44806	47046	49399	51868	54462	57185
T34	NE	HOURLY	21.757	22.845	23.987	25.186	26.445	27.768
		MONTHLY	3771	3960	4158	4366	4584	4813
		ANNUAL	45254	47517	49893	52387	55006	57757
T35	NE	HOURLY	21.974	23.073	24.227	25.438	26.710	28.045
		MONTHLY	3809	3999	4199	4409	4630	4861
		ANNUAL	45707	47992	50391	52911	55557	58334
T36	NE	HOURLY	22.194	23.304	24.469	25.692	26.977	28.326
		MONTHLY	3847	4039	4241	4453	4676	4910
		ANNUAL	46164	48472	50895	53440	56112	58918
T37	NE	HOURLY	22.416	23.537	24.714	25.949	27.247	28.609
		MONTHLY	3885	4080	4284	4498	4723	4959
		ANNUAL	46625	48956	51404	53975	56673	59507
T38	NE	HOURLY	22.640	23.772	24.961	26.209	27.519	28.895
		MONTHLY	3924	4121	4327	4543	4770	5008
		ANNUAL	47091	49446	51918	54514	57240	60102
T39	NE	HOURLY	22.867	24.010	25.210	26.471	27.794	29.184
		MONTHLY	3964	4162	4370	4588	4818	5059
		ANNUAL	47562	49941	52438	55059	57812	60703
T40	NE	HOURLY	23.095	24.250	25.462	26.736	28.072	29.476
		MONTHLY	4003	4203	4413	4634	4866	5109
		ANNUAL	48038	50440	52962	55610	58390	61310
T41	NE	HOURLY	23.326	24.492	25.717	27.003	28.353	29.771
		MONTHLY	4043	4245	4458	4681	4915	5160
		ANNUAL	48518	50944	53492	56166	58974	61923
T42	NE	HOURLY	23.559	24.737	25.974	27.273	28.637	30.068
		MONTHLY	4084	4288	4502	4727	4964	5212
		ANNUAL	49004	51454	54026	56728	59564	62542

Range	FLSA Status	Rate Type	0 (Minimum)	1	2	3	4	5 (Longevity Only)
T43	NE	HOURLY	23.795	24.985	26.234	27.546	28.923	30.369
		MONTHLY	4124	4331	4547	4775	5013	5264
		ANNUAL	49494	51968	54567	57295	60160	63168
T44	NE	HOURLY	24.033	25.235	26.496	27.821	29.212	30.673
		MONTHLY	4166	4374	4593	4822	5063	5317
		ANNUAL	49989	52488	55112	57868	60761	63799
T45	NE	HOURLY	24.273	25.487	26.761	28.099	29.504	30.980
		MONTHLY	4207	4418	4639	4871	5114	5370
		ANNUAL	50488	53013	55663	58447	61369	64437
T46	NE	HOURLY	24.516	25.742	27.029	28.380	29.799	31.289
		MONTHLY	4249	4462	4685	4919	5165	5423
		ANNUAL	50993	53543	56220	59031	61983	65082
T47	NE	HOURLY	24.761	25.999	27.299	28.664	30.097	31.602
		MONTHLY	4292	4507	4732	4968	5217	5478
		ANNUAL	51503	54078	56782	59621	62603	65733
T48	NE	HOURLY	25.009	26.259	27.572	28.951	30.398	31.918
		MONTHLY	4335	4552	4779	5018	5269	5532
		ANNUAL	52018	54619	57350	60218	63229	66390
T49	NE	HOURLY	25.259	26.522	27.848	29.240	30.702	32.237
		MONTHLY	4378	4597	4827	5068	5322	5588
		ANNUAL	52538	55165	57924	60820	63861	67054
T50	NE	HOURLY	25.511	26.787	28.126	29.533	31.009	32.560
		MONTHLY	4422	4643	4875	5119	5375	5644
		ANNUAL	53064	55717	58503	61428	64499	67724
T51	NE	HOURLY	25.767	27.055	28.408	29.828	31.319	32.885
		MONTHLY	4466	4690	4924	5170	5429	5700
		ANNUAL	53594	56274	59088	62042	65144	68402
T52	NE	HOURLY	26.024	27.325	28.692	30.126	31.633	33.214
		MONTHLY	4511	4736	4973	5222	5483	5757
		ANNUAL	54130	56837	59679	62663	65796	69086
T53	NE	HOURLY	26.284	27.599	28.979	30.428	31.949	33.546
		MONTHLY	4556	4784	5023	5274	5538	5815
		ANNUAL	54672	57405	60276	63289	66454	69777
T54	NE	HOURLY	26.547	27.875	29.268	30.732	32.268	33.882
		MONTHLY	4602	4832	5073	5327	5593	5873
		ANNUAL	55218	57979	60878	63922	67118	70474
T55	NE	HOURLY	26.813	28.153	29.561	31.039	32.591	34.221
		MONTHLY	4648	4880	5124	5380	5649	5932
		ANNUAL	55771	58559	61487	64561	67790	71179

Range	FLSA Status	Rate Type	0 (Minimum)	1	2	3	4	5 (Longevity Only)
T56	NE	HOURLY	27.081	28.435	29.857	31.350	32.917	34.563
		MONTHLY	4694	4929	5175	5434	5706	5991
		ANNUAL	56328	59145	62102	65207	68467	71891
T57	NE	HOURLY	27.352	28.719	30.155	31.663	33.246	34.909
		MONTHLY	4741	4978	5227	5488	5763	6051
		ANNUAL	56892	59736	62723	65859	69152	72610
T58	NE	HOURLY	27.625	29.007	30.457	31.980	33.579	35.258
		MONTHLY	4788	5028	5279	5543	5820	6111
		ANNUAL	57461	60334	63350	66518	69844	73336
T59	NE	HOURLY	27.902	29.297	30.761	32.299	33.914	35.610
		MONTHLY	4836	5078	5332	5599	5879	6172
		ANNUAL	58035	60937	63984	67183	70542	74069
T60	NE	HOURLY	28.181	29.590	31.069	32.622	34.254	35.966
		MONTHLY	4885	5129	5385	5655	5937	6234
		ANNUAL	58615	61546	64624	67855	71248	74810
T61	NE	HOURLY	28.462	29.885	31.380	32.949	34.596	36.326
		MONTHLY	4933	5180	5439	5711	5997	6296
		ANNUAL	59202	62162	65270	68533	71960	75558
T62	NE	HOURLY	28.747	30.184	31.694	33.278	34.942	36.689
		MONTHLY	4983	5232	5494	5768	6057	6359
		ANNUAL	59794	62783	65923	69219	72680	76314
T63	NE	HOURLY	29.034	30.486	32.010	33.611	35.292	37.056
		MONTHLY	5033	5284	5548	5826	6117	6423
		ANNUAL	60392	63411	66582	69911	73406	77077
T64	NE	HOURLY	29.325	30.791	32.331	33.947	35.644	37.427
		MONTHLY	5083	5337	5604	5884	6178	6487
		ANNUAL	60392	63411	66582	69911	73406	77077
T65	NE	HOURLY	29.618	31.099	32.654	34.287	36.001	37.801
		MONTHLY	5134	5390	5660	5943	6240	6552
		ANNUAL	61605	64686	67920	71316	74882	78626
T66	NE	HOURLY	29.914	31.410	32.980	34.629	36.361	38.179
		MONTHLY	5185	5444	5717	6002	6303	6618
		ANNUAL	62222	65333	68599	72029	75631	79412
T67	NE	HOURLY	30.213	31.724	33.310	34.976	36.725	38.561
		MONTHLY	5237	5499	5774	6062	6366	6684
		ANNUAL	62844	65986	69285	72749	76387	80206
T68	NE	HOURLY	30.515	32.041	33.643	35.325	37.092	38.946
		MONTHLY	5289	5554	5832	6123	6429	6751
		ANNUAL	63472	66646	69978	73477	77151	81008

Range	FLSA Status	Rate Type	0 (Minimum)	1	2	3	4	5 (Longevity Only)
T69	NE	HOURLY	30.821	32.362	33.980	35.679	37.463	39.336
		MONTHLY	5342	5609	5890	6184	6494	6818
		ANNUAL	64107	67312	70678	74212	77922	81818
T70	NE	HOURLY	31.129	32.685	34.320	36.036	37.837	39.729
		MONTHLY	5396	5665	5949	6246	6558	6886
		ANNUAL	64748	67985	71385	74954	78702	82637
T71	NE	HOURLY	31.440	33.012	34.663	36.396	38.216	40.126
		MONTHLY	5450	5722	6008	6309	6624	6955
		ANNUAL	65395	68665	72098	75703	79489	83463
T72	NE	HOURLY	31.755	33.342	35.009	36.760	38.598	40.528
		MONTHLY	5504	5779	6068	6372	6690	7025
		ANNUAL	66049	69352	72819	76460	80283	84298
T73	NE	HOURLY	32.072	33.676	35.359	37.127	38.984	40.933
		MONTHLY	5559	5837	6129	6435	6757	7095
		ANNUAL	66710	70045	73548	77225	81086	85141
T74	NE	HOURLY	32.393	34.012	35.713	37.499	39.374	41.342
		MONTHLY	5615	5895	6190	6500	6825	7166
		ANNUAL	67377	70746	74283	77997	81897	85992
T75	NE	HOURLY	32.717	34.353	36.070	37.874	39.767	41.756
		MONTHLY	5671	5954	6252	6565	6893	7238
		ANNUAL	68051	71453	75026	78777	82716	86852
T76	NE	HOURLY	33.044	34.696	36.431	38.252	40.165	42.173
		MONTHLY	5728	6014	6315	6630	6962	7310
		ANNUAL	68731	72168	75776	79565	83543	87720
T77	NE	HOURLY	33.374	35.043	36.795	38.635	40.567	42.595
		MONTHLY	5785	6074	6378	6697	7032	7383
		ANNUAL	69419	72890	76534	80361	84379	88598
T78	NE	HOURLY	33.708	35.393	37.163	39.021	40.972	43.021
		MONTHLY	5843	6135	6442	6764	7102	7457
		ANNUAL	70113	73618	77299	81164	85223	89484
T79	NE	HOURLY	34.045	35.747	37.535	39.412	41.382	43.451
		MONTHLY	5901	6196	6506	6831	7173	7532
		ANNUAL	70814	74355	78072	81976	86075	90378
T80	NE	HOURLY	34.386	36.105	37.910	39.806	41.796	43.886
		MONTHLY	5960	6258	6571	6900	7245	7607
		ANNUAL	71522	75098	78853	82796	86935	91282
T81	NE	HOURLY	34.729	36.466	38.289	40.204	42.214	44.325
		MONTHLY	6020	6321	6637	6969	7317	7683
		ANNUAL	72237	75849	79642	83624	87805	92195

Range	FLSA Status	Rate Type	0 (Minimum)	1	2	3	4	5 (Longevity Only)
T82	NE	HOURLY	35.077	36.831	38.672	40.606	42.636	44.768
		MONTHLY	6080	6384	6703	7038	7390	7760
		ANNUAL	72960	76608	80438	84460	88683	93117
T83	NE	HOURLY	35.428	37.199	39.059	41.012	43.062	45.215
		MONTHLY	6141	6448	6770	7109	7464	7837
		ANNUAL	73689	77374	81242	85304	89570	94048
T84	NE	HOURLY	35.782	37.571	39.449	41.422	43.493	45.668
		MONTHLY	6202	6512	6838	7180	7539	7916
		ANNUAL	74426	78147	82055	86158	90465	94989
T85	NE	HOURLY	36.140	37.947	39.844	41.836	43.928	46.124
		MONTHLY	6264	6577	6906	7252	7614	7995
		ANNUAL	75170	78929	82875	87019	91370	95939
T86	NE	HOURLY	36.501	38.326	40.242	42.254	44.367	46.586
		MONTHLY	6327	6643	6975	7324	7690	8075
		ANNUAL	75922	79718	83704	87889	92284	96898
T87	NE	HOURLY	36.866	38.709	40.645	42.677	44.811	47.051
		MONTHLY	6390	6710	7045	7397	7767	8156
		ANNUAL	76681	80515	84541	88768	93207	97867
T88	NE	HOURLY	37.235	39.096	41.051	43.104	45.259	47.522
		MONTHLY	6454	6777	7116	7471	7845	8237
		ANNUAL	77448	81321	85387	89656	94139	98846
T89	NE	HOURLY	37.607	39.487	41.462	43.535	45.712	47.997
		MONTHLY	6519	6844	7187	7546	7923	8320
		ANNUAL	78223	82134	86240	90552	95080	99834
T90	NE	HOURLY	37.983	39.882	41.876	43.970	46.169	48.477
		MONTHLY	6584	6913	7259	7621	8003	8403
		ANNUAL	79005	82955	87103	91458	96031	100832
T91	NE	HOURLY	38.363	40.281	42.295	44.410	46.630	48.962
		MONTHLY	6650	6982	7331	7698	8083	8487
		ANNUAL	79795	83785	87974	92373	96991	101841
T92	NE	HOURLY	38.747	40.684	42.718	44.854	47.097	49.452
		MONTHLY	6716	7052	7404	7775	8163	8572
		ANNUAL	80593	84622	88854	93296	97961	102859
T93	NE	HOURLY	39.134	41.091	43.145	45.303	47.568	49.946
		MONTHLY	6783	7122	7479	7852	8245	8657
		ANNUAL	81399	85469	89742	94229	98941	103888
T94	NE	HOURLY	39.525	41.502	43.577	45.756	48.043	50.445
		MONTHLY	6851	7194	7553	7931	8328	8744
		ANNUAL	82213	86323	90640	95172	99930	104927

Range	FLSA Status	Rate Type	0 (Minimum)	1	2	3	4	5 (Longevity Only)
T95	NE	HOURLY	39.921	41.917	44.012	46.213	48.524	50.950
		MONTHLY	6920	7266	7629	8010	8411	8831
		ANNUAL	83035	87187	91546	96123	100929	105976
T96	NE	HOURLY	40.320	42.336	44.453	46.675	49.009	51.459
		MONTHLY	6989	7338	7705	8090	8495	8920
		ANNUAL	83865	88058	92461	97084	101939	107036
T97	NE	HOURLY	40.723	42.759	44.897	47.142	49.499	51.974
		MONTHLY	7059	7412	7782	8171	8580	9009
		ANNUAL	84704	88939	93386	98055	102958	108106

Range	FLSA Status	Rate Type	0 (Minimum)	1	2	3	4 (Maximum)	5 (Longevity Only)
CS10	NE	HOURLY	16.265	17.078	17.932	18.829	19.770	20.759
		MONTHLY	2819	2960	3108	3264	3426.83	3598
		ANNUAL	33831	35523	37299	39164	41122	43178
CS11	NE	HOURLY	16.428	17.249	18.111	19.017	19.968	20.966
		MONTHLY	2847	2990	3139	3296	3461	3634
		ANNUAL	34169	35878	37672	39555	41533	43610
CS12	NE	HOURLY	16.592	17.421	18.293	19.207	20.168	21.176
		MONTHLY	2876	3020	3171	3329	3496	3670
		ANNUAL	34511	36237	38049	39951	41949	44046
CS13	NE	HOURLY	16.758	17.596	18.475	19.399	20.369	21.388
		MONTHLY	2905	3050	3202	3363	3531	3707
		ANNUAL	34856	36599	38429	40350	42368	44486
CS14	NE	HOURLY	16.925	17.772	18.660	19.593	20.573	21.602
		MONTHLY	2934	3080	3234	3396	3566	3744
		ANNUAL	35205	36965	38813	40754	42792	44931
CS15	NE	HOURLY	17.095	17.949	18.847	19.789	20.779	21.818
		MONTHLY	2963	3111	3267	3430	3602	3782
		ANNUAL	35557	37335	39201	41162	43220	45381
CS16	NE	HOURLY	17.266	18.129	19.035	19.987	20.986	22.036
		MONTHLY	2993	3142	3299	3464	3638	3820
		ANNUAL	35912	37708	39593	41573	43652	45834
CS17	NE	HOURLY	17.438	18.310	19.226	20.187	21.196	22.256
		MONTHLY	3023	3174	3332	3499	3674	3858
		ANNUAL	36272	38085	39989	41989	44088	46293
CS18	NE	HOURLY	17.613	18.493	19.418	20.389	21.408	22.479
		MONTHLY	3053	3205	3366	3534	3711	3896
		ANNUAL	36634	38466	40389	42409	44529	46756
CS19	NE	HOURLY	17.789	18.678	19.612	20.593	21.622	22.703
		MONTHLY	3083	3238	3399	3569	3748	3935
		ANNUAL	37001	38851	40793	42833	44974	47223
CS20	NE	HOURLY	17.967	18.865	19.808	20.799	21.839	22.930
		MONTHLY	3114	3270	3433	3605	3785	3975
		ANNUAL	37371	39239	41201	43261	45424	47695
CS21	NE	HOURLY	18.146	19.054	20.006	21.007	22.057	23.160
		MONTHLY	3145	3303	3468	3641	3823	4014
		ANNUAL	37744	39632	41613	43694	45878	48172
CS22	NE	HOURLY	18.328	19.244	20.206	21.217	22.278	23.391
		MONTHLY	3177	3336	3502	3678	3861	4055
		ANNUAL	38122	40028	42029	44131	46337	48654

Range	FLSA Status	Rate Type	0 (Minimum)	1	2	3	4 (Maximum)	5 (Longevity Only)
CS23	NE	HOURLY	18.511	19.437	20.408	21.429	22.500	23.625
		MONTHLY	3209	3369	3537	3714	3900	4095
		ANNUAL	38503	40428	42450	44572	46801	49141
CS24	NE	HOURLY	18.696	19.631	20.613	21.643	22.725	23.862
		MONTHLY	3241	3403	3573	3751	3939	4136
		ANNUAL	38888	40832	42874	45018	47269	49632
CS25	NE	HOURLY	18.883	19.827	20.819	21.860	22.953	24.100
		MONTHLY	3273	3437	3609	3789	3978	4177
		ANNUAL	39277	41241	43303	45468	47741	50128
CS26	NE	HOURLY	19.072	20.026	21.027	22.078	23.182	24.341
		MONTHLY	3306	3471	3645	3827	4018	4219
		ANNUAL	39670	41653	43736	45923	48219	50630
CS27	NE	HOURLY	19.263	20.226	21.237	22.299	23.414	24.585
		MONTHLY	3339	3506	3681	3865	4058	4261
		ANNUAL	40066	42070	44173	46382	48701	51136
CS28	NE	HOURLY	19.455	20.428	21.449	22.522	23.648	24.830
		MONTHLY	3372	3541	3718	3904	4099	4304
		ANNUAL	40467	42490	44615	46846	49188	51647
CS29	NE	HOURLY	19.650	20.632	21.664	22.747	23.885	25.079
		MONTHLY	3406	3576	3755	3943	4140	4347
		ANNUAL	40872	42915	45061	47314	49680	52164
CS30	NE	HOURLY	19.846	20.839	21.881	22.975	24.123	25.330
		MONTHLY	3440	3612	3793	3982	4181	4390
		ANNUAL	41280	43344	45512	47787	50177	52685
CS31	NE	HOURLY	20.045	21.047	22.099	23.204	24.365	25.583
		MONTHLY	3474	3648	3831	4022	4223	4434
		ANNUAL	41693	43778	45967	48265	50678	53212
CS32	NE	HOURLY	20.245	21.258	22.320	23.436	24.608	25.839
		MONTHLY	3509	3685	3869	4062	4265	4479
		ANNUAL	42110	44216	46426	48748	51185	53744
CS33	NE	HOURLY	20.448	21.470	22.544	23.671	24.854	26.097
		MONTHLY	3544	3721	3908	4103	4308	4523
		ANNUAL	42531	44658	46891	49235	51697	54282
CS34	NE	HOURLY	20.652	21.685	22.769	23.907	25.103	26.358
		MONTHLY	3580	3759	3947	4144	4351	4569
		ANNUAL	42957	45104	47360	49728	52214	54825
CS35	NE	HOURLY	20.859	21.902	22.997	24.147	25.354	26.622
		MONTHLY	3616	3796	3986	4185	4395	4614
		ANNUAL	43386	45555	47833	50225	52736	55373

Range	FLSA Status	Rate Type	0 (Minimum)	1	2	3	4 (Maximum)	5 (Longevity Only)
CS36	NE	HOURLY	21.067	22.121	23.227	24.388	25.607	26.888
		MONTHLY	3652	3834	4026	4227	4439	4661
		ANNUAL	43820	46011	48312	50727	53263	55927
CS37	NE	HOURLY	21.278	22.342	23.459	24.632	25.864	27.157
		MONTHLY	3688	3873	4066	4270	4483	4707
		ANNUAL	44258	46471	48795	51234	53796	56486
CS38	NE	HOURLY	21.491	22.565	23.694	24.878	26.122	27.428
		MONTHLY	3725	3911	4107	4312	4528	4754
		ANNUAL	44701	46936	49283	51747	54334	57051
CS39	NE	HOURLY	21.706	22.791	23.930	25.127	26.383	27.703
		MONTHLY	3762	3950	4148	4355	4573	4802
		ANNUAL	45148	47405	49775	52264	54877	57621
CS40	NE	HOURLY	21.923	23.019	24.170	25.378	26.647	27.980
		MONTHLY	3800	3990	4189	4399	4619	4850
		ANNUAL	45599	47879	50273	52787	55426	58197
CS41	NE	HOURLY	22.142	23.249	24.411	25.632	26.914	28.259
		MONTHLY	3838	4030	4231	4443	4665	4898
		ANNUAL	46055	48358	50776	53315	55980	58779
CS42	NE	HOURLY	22.363	23.482	24.656	25.888	27.183	28.542
		MONTHLY	3876	4070	4274	4487	4712	4947
		ANNUAL	46516	48842	51284	53848	56540	59367
CS43	NE	HOURLY	22.587	23.716	24.902	26.147	27.455	28.827
		MONTHLY	3915	4111	4316	4532	4759	4997
		ANNUAL	46981	49330	51797	54386	57106	59961
CS44	NE	HOURLY	22.813	23.954	25.151	26.409	27.729	29.116
		MONTHLY	3954	4152	4360	4578	4806	5047
		ANNUAL	47451	49823	52314	54930	57677	60561
CS45	NE	HOURLY	23.041	24.193	25.403	26.673	28.006	29.407
		MONTHLY	3994	4193	4403	4623	4854	5097
		ANNUAL	47925	50322	52838	55480	58253	61166
CS46	NE	HOURLY	23.271	24.435	25.657	26.940	28.287	29.701
		MONTHLY	4034	4235	4447	4670	4903	5148
		ANNUAL	48405	50825	53366	56034	58836	61778
CS47	NE	HOURLY	23.504	24.679	25.913	27.209	28.569	29.998
		MONTHLY	4074	4278	4492	4716	4952	5200
		ANNUAL	48889	51333	53900	56595	59424	62396
CS48	NE	HOURLY	23.739	24.926	26.172	27.481	28.855	30.298
		MONTHLY	4115	4321	4537	4763	5002	5252
		ANNUAL	49377	51846	54439	57161	60019	63020

Range	FLSA Status	Rate Type	0 (Minimum)	1	2	3	4 (Maximum)	5 (Longevity Only)
CS49	NE	HOURLY	23.977	25.175	26.434	27.756	29.144	30.601
		MONTHLY	4156	4364	4582	4811	5052	5304
		ANNUAL	49871	52365	54983	57732	60619	63650
CS50	NE	HOURLY	24.216	25.427	26.698	28.033	29.435	30.907
		MONTHLY	4197	4407	4628	4859	5102	5357
		ANNUAL	50370	52888	55533	58310	61225	64286
CS51	NE	HOURLY	24.458	25.681	26.965	28.314	29.729	31.216
		MONTHLY	4239	4451	4674	4908	5153	5411
		ANNUAL	50874	53417	56088	58893	61837	64929
CS52	NE	HOURLY	24.703	25.938	27.235	28.597	30.027	31.528
		MONTHLY	4282	4496	4721	4957	5205	5465
		ANNUAL	51382	53952	56649	59482	62456	65578
CS53	NE	HOURLY	24.950	26.198	27.507	28.883	30.327	31.843
		MONTHLY	4325	4541	4768	5006	5257	5520
		ANNUAL	51896	54491	57216	60076	63080	66234
CS54	NE	HOURLY	25.200	26.460	27.783	29.172	30.630	32.162
		MONTHLY	4368	4586	4816	5056	5309	5575
		ANNUAL	52415	55036	57788	60677	63711	66897
CS55	NE	HOURLY	25.452	26.724	28.060	29.463	30.937	32.483
		MONTHLY	4412	4632	4864	5107	5362	5630
		ANNUAL	52939	55586	58366	61284	64348	67565
CS56	NE	HOURLY	25.706	26.991	28.341	29.758	31.246	32.808
		MONTHLY	4456	4679	4912	5158	5416	5687
		ANNUAL	53469	56142	58949	61897	64992	68241
CS57	NE	HOURLY	25.963	27.261	28.624	30.056	31.558	33.136
		MONTHLY	4500	4725	4962	5210	5470	5744
		ANNUAL	54003	56704	59539	62516	65641	68924
CS58	NE	HOURLY	26.223	27.534	28.911	30.356	31.874	33.468
		MONTHLY	4545	4773	5011	5262	5525	5801
		ANNUAL	54543	57271	60134	63141	66298	69613
CS59	NE	HOURLY	26.485	27.809	29.200	30.660	32.193	33.802
		MONTHLY	4591	4820	5061	5314	5580	5859
		ANNUAL	55089	57843	60735	63772	66961	70309
CS60	NE	HOURLY	26.750	28.087	29.492	30.966	32.515	34.140
		MONTHLY	4637	4868	5112	5367	5636	5918
		ANNUAL	55640	58422	61343	64410	67630	71012
CS61	NE	HOURLY	27.017	28.368	29.787	31.276	32.840	34.482
		MONTHLY	4683	4917	5163	5421	5692	5977
		ANNUAL	56196	59006	61956	65054	68307	71722

Range	FLSA Status	Rate Type	0 (Minimum)	1	2	3	4 (Maximum)	5 (Longevity Only)
CS62	NE	HOURLY	27.288	28.652	30.085	31.589	33.168	34.827
		MONTHLY	4730	4966	5215	5475	5749	6037
		ANNUAL	56758	59596	62576	65705	68990	72439
CS63	NE	HOURLY	27.560	28.938	30.385	31.905	33.500	35.175
		MONTHLY	4777	5016	5267	5530	5807	6097
		ANNUAL	57326	60192	63202	66362	69680	73164
CS64	NE	HOURLY	27.836	29.228	30.689	32.224	33.835	35.527
		MONTHLY	4825	5066	5319	5585	5865	6158
		ANNUAL	57899	60794	63834	67025	70377	73895
CS65	NE	HOURLY	28.114	29.520	30.996	32.546	34.173	35.882
		MONTHLY	4873	5117	5373	5641	5923	6220
		ANNUAL	58478	61402	64472	67696	71080	74634
CS66	NE	HOURLY	28.396	29.815	31.306	32.871	34.515	36.241
		MONTHLY	4922	5168	5426	5698	5983	6282
		ANNUAL	59063	62016	65117	68372	71791	75381
CS67	NE	HOURLY	28.680	30.113	31.619	33.200	34.860	36.603
		MONTHLY	4971	5220	5481	5755	6042	6345
		ANNUAL	59653	62636	65768	69056	72509	76134
CS68	NE	HOURLY	28.966	30.415	31.935	33.532	35.209	36.969
		MONTHLY	5021	5272	5535	5812	6103	6408
		ANNUAL	60250	63262	66426	69747	73234	76896
CS69	NE	HOURLY	29.256	30.719	32.255	33.867	35.561	37.339
		MONTHLY	5071	5325	5591	5870	6164	6472
		ANNUAL	60852	63895	67090	70444	73966	77665
CS70	NE	HOURLY	29.549	31.026	32.577	34.206	35.916	37.712
		MONTHLY	5122	5378	5647	5929	6226	6537
		ANNUAL	61461	64534	67761	71149	74706	78441
CS71	NE	HOURLY	29.844	31.336	32.903	34.548	36.276	38.089
		MONTHLY	5173	5432	5703	5988	6288	6602
		ANNUAL	62076	65179	68438	71860	75453	79226
CS72	NE	HOURLY	30.142	31.650	33.232	34.894	36.638	38.470
		MONTHLY	5225	5486	5760	6048	6351	6668
		ANNUAL	62696	65831	69123	72579	76208	80018
CS73	NE	HOURLY	30.444	31.966	33.564	35.243	37.005	38.855
		MONTHLY	5277	5541	5818	6109	6414	6735
		ANNUAL	63323	66489	69814	73305	76970	80818
CS74	NE	HOURLY	30.748	32.286	33.900	35.595	37.375	39.243
		MONTHLY	5330	5596	5876	6170	6478	6802
		ANNUAL	63956	67154	70512	74038	77739	81626

Range	FLSA Status	Rate Type	0 (Minimum)	1	2	3	4 (Maximum)	5 (Longevity Only)
CS75	NE	HOURLY	31.056	32.609	34.239	35.951	37.749	39.636
		MONTHLY	5383	5652	5935	6231	6543	6870
		ANNUAL	64596	67826	71217	74778	78517	82443
CS76	NE	HOURLY	31.366	32.935	34.581	36.310	38.126	40.032
		MONTHLY	5437	5709	5994	6294	6609	6939
		ANNUAL	65242	68504	71929	75526	79302	83267
CS77	NE	HOURLY	31.680	33.264	34.927	36.674	38.507	40.433
		MONTHLY	5491	5766	6054	6357	6675	7008
		ANNUAL	65894	69189	72649	76281	80095	84100
CS78	NE	HOURLY	31.997	33.597	35.276	37.040	38.892	40.837
		MONTHLY	5546	5823	6115	6420	6741	7078
		ANNUAL	66553	69881	73375	77044	80896	84941
CS79	NE	HOURLY	32.317	33.933	35.629	37.411	39.281	41.245
		MONTHLY	5602	5882	6176	6485	6809	7149
		ANNUAL	67219	70580	74109	77814	81705	85790
CS80	NE	HOURLY	32.640	34.272	35.986	37.785	39.674	41.658
		MONTHLY	5658	5940	6237	6549	6877	7221
		ANNUAL	67891	71286	74850	78592	82522	86648
CS81	NE	HOURLY	32.966	34.615	36.345	38.163	40.071	42.074
		MONTHLY	5714	6000	6300	6615	6946	7293
		ANNUAL	68570	71998	75598	79378	83347	87515
CS82	NE	HOURLY	33.296	34.961	36.709	38.544	40.472	42.495
		MONTHLY	5771	6060	6363	6681	7015	7366
		ANNUAL	69256	72718	76354	80172	84181	88390
CS83	NE	HOURLY	33.629	35.310	37.076	38.930	40.876	42.920
		MONTHLY	5829	6120	6426	6748	7085	7439
		ANNUAL	69948	73446	77118	80974	85023	89274
CS84	NE	HOURLY	33.965	35.664	37.447	39.319	41.285	43.349
		MONTHLY	5887	6182	6491	6815	7156	7514
		ANNUAL	70648	74180	77889	81784	85873	90166
CS85	NE	HOURLY	34.305	36.020	37.821	39.712	41.698	43.783
		MONTHLY	5946	6243	6556	6883	7228	7589
		ANNUAL	71354	74922	78668	82601	86731	91068
CS86	NE	HOURLY	34.648	36.380	38.199	40.109	42.115	44.221
		MONTHLY	6006	6306	6621	6952	7300	7665
		ANNUAL	72068	75671	79455	83427	87599	91979

Range	FLSA Status	Rate Type	0 (Minimum)	1	2	3	4 (Maximum)	5 (Longevity Only)
MM27	E	HOURLY	28.255	29.668	31.151	32.709	34.344	36.061
		MONTHLY	4898	5142	5400	5670	5953	6251
		ANNUAL	58771	61709	64795	68034	71436	75008
MM28	E	HOURLY	28.538	29.965	31.463	33.036	34.688	36.422
		MONTHLY	4947	5194	5454	5726	6013	6313
		ANNUAL	59358	62326	65443	68715	72150	75758
MM29	E	HOURLY	28.823	30.264	31.777	33.366	35.035	36.786
		MONTHLY	4996	5246	5508	5783	6073	6376
		ANNUAL	59952	62949	66097	69402	72872	76515
MM30	E	HOURLY	29.111	30.567	32.095	33.700	35.385	37.154
		MONTHLY	5046	5298	5563	5841	6133	6440
		ANNUAL	60551	63579	66758	70096	73601	77281
MM31	E	HOURLY	29.402	30.872	32.416	34.037	35.739	37.526
		MONTHLY	5096	5351	5619	5900	6195	6504
		ANNUAL	61157	64215	67425	70797	74337	78053
MM32	E	HOURLY	29.696	31.181	32.740	34.377	36.096	37.901
		MONTHLY	5147	5405	5675	5959	6257	6569
		ANNUAL	61768	64857	68100	71505	75080	78834
MM33	E	HOURLY	29.993	31.493	33.068	34.721	36.457	38.280
		MONTHLY	5199	5459	5732	6018	6319	6635
		ANNUAL	62386	65505	68781	72220	75831	79622
MM34	E	HOURLY	30.293	31.808	33.398	35.068	36.822	38.663
		MONTHLY	5251	5513	5789	6078	6382	6702
		ANNUAL	63010	66161	69469	72942	76589	80419
MM35	E	HOURLY	30.596	32.126	33.732	35.419	37.190	39.049
		MONTHLY	5303	5569	5847	6139	6446	6769
		ANNUAL	63640	66822	70163	73671	77355	81223
MM36	E	HOURLY	30.902	32.447	34.070	35.773	37.562	39.440
		MONTHLY	5356	5624	5905	6201	6511	6836
		ANNUAL	64277	67490	70865	74408	78129	82035
MM37	E	HOURLY	31.211	32.772	34.410	36.131	37.937	39.834
		MONTHLY	5410	5680	5964	6263	6576	6905
		ANNUAL	64919	68165	71574	75152	78910	82855
MM38	E	HOURLY	31.523	33.099	34.754	36.492	38.317	40.233
		MONTHLY	5464	5737	6024	6325	6642	6974
		ANNUAL	65568	68847	72289	75904	79699	83684
MM39	E	HOURLY	31.839	33.430	35.102	36.857	38.700	40.635
		MONTHLY	5519	5795	6084	6389	6708	7043
		ANNUAL	66224	69535	73012	76663	80496	84521
MM40	E	HOURLY	32.157	33.765	35.453	37.226	39.087	41.041
		MONTHLY	5574	5853	6145	6452	6775	7114
		ANNUAL	66886	70231	73742	77429	81301	85366
MM41	E	HOURLY	32.478	34.102	35.808	37.598	39.478	41.452
		MONTHLY	5630	5911	6207	6517	6843	7185
		ANNUAL	67555	70933	74480	78204	82114	86220
MM42	E	HOURLY	32.803	34.443	36.166	37.974	39.873	41.866
		MONTHLY	5686	5970	6269	6582	6911	7257
		ANNUAL	68231	71642	75224	78986	82935	87082
MM43	E	HOURLY	33.131	34.788	36.527	38.354	40.271	42.285
		MONTHLY	5743	6030	6331	6648	6980	7329
		ANNUAL	68913	72359	75977	79776	83764	87953

Range	FLSA Status	Rate Type	0 (Minimum)	1	2	3	4 (Maximum)	5 (Longevity Only)
MM44	E	HOURLY	33.463	35.136	36.893	38.737	40.674	42.708
		MONTHLY	5800	6090	6395	6714	7050	7403
		ANNUAL	69602	73082	76736	80573	84602	88832
MM45	E	HOURLY	33.797	35.487	37.261	39.125	41.081	43.135
		MONTHLY	5858	6151	6459	6782	7121	7477
		ANNUAL	70298	73813	77504	81379	85448	89720
MM46	E	HOURLY	34.135	35.842	37.634	39.516	41.492	43.566
		MONTHLY	5917	6213	6523	6849	7192	7551
		ANNUAL	71001	74551	78279	82193	86302	90618
MM47	E	HOURLY	34.477	36.200	38.010	39.911	41.906	44.002
		MONTHLY	5976	6275	6588	6918	7264	7627
		ANNUAL	71711	75297	79062	83015	87165	91524
MM48	E	HOURLY	34.821	36.562	38.391	40.310	42.326	44.442
		MONTHLY	6036	6337	6654	6987	7336	7703
		ANNUAL	72428	76050	79852	83845	88037	92439
MM49	E	HOURLY	35.170	36.928	38.774	40.713	42.749	44.886
		MONTHLY	6096	6401	6721	7057	7410	7780
		ANNUAL	73153	76810	80651	84683	88918	93363
MM50	E	HOURLY	35.521	37.297	39.162	41.120	43.176	45.335
		MONTHLY	6157	6465	6788	7128	7484	7858
		ANNUAL	73884	77578	81457	85530	89807	94297
MM51	E	HOURLY	35.876	37.670	39.554	41.531	43.608	45.788
		MONTHLY	6219	6530	6856	7199	7559	7937
		ANNUAL	74623	78354	82272	86385	90705	95240
MM52	E	HOURLY	36.235	38.047	39.949	41.947	44.044	46.246
		MONTHLY	6281	6595	6925	7271	7634	8016
		ANNUAL	75369	79138	83095	87249	91612	96192
MM53	E	HOURLY	36.598	38.427	40.349	42.366	44.485	46.709
		MONTHLY	6344	6661	6994	7343	7711	8096
		ANNUAL	76123	79929	83926	88122	92528	97154
MM54	E	HOURLY	36.964	38.812	40.752	42.790	44.929	47.176
		MONTHLY	6407	6727	7064	7417	7788	8177
		ANNUAL	76884	80728	84765	89003	93453	98126
MM55	E	HOURLY	37.333	39.200	41.160	43.218	45.379	47.648
		MONTHLY	6471	6795	7134	7491	7866	8259
		ANNUAL	77653	81536	85612	89893	94388	99107
MM56	E	HOURLY	37.707	39.592	41.571	43.650	45.833	48.124
		MONTHLY	6536	6863	7206	7566	7944	8342
		ANNUAL	78430	82351	86469	90792	95332	100098
MM57	E	HOURLY	38.084	39.988	41.987	44.087	46.291	48.605
		MONTHLY	6601	6931	7278	7642	8024	8425
		ANNUAL	79214	83175	87333	91700	96285	101099
MM58	E	HOURLY	38.464	40.388	42.407	44.527	46.754	49.091
		MONTHLY	6667	7001	7351	7718	8104	8509
		ANNUAL	80006	84006	88207	92617	97248	102110
MM59	E	HOURLY	38.849	40.792	42.831	44.973	47.221	49.582
		MONTHLY	6734	7071	7424	7795	8185	8594
		ANNUAL	80806	84846	89089	93543	98220	103131
MM60	E	HOURLY	39.238	41.199	43.259	45.422	47.693	50.078
		MONTHLY	6801	7141	7498	7873	8267	8680
		ANNUAL	81614	85695	89980	94479	99202	104163

Range	FLSA Status	Rate Type	0 (Minimum)	1	2	3	4 (Maximum)	5 (Longevity Only)
MM61	E	HOURLY	39.630	41.611	43.692	45.877	48.170	50.579
		MONTHLY	6869	7213	7573	7952	8350	8767
		ANNUAL	82430	86552	90879	95423	100194	105204
MM62	E	HOURLY	40.026	42.028	44.129	46.335	48.652	51.085
		MONTHLY	6938	7285	7649	8031	8433	8855
		ANNUAL	83255	87417	91788	96378	101196	106256
MM63	E	HOURLY	40.426	42.448	44.570	46.799	49.139	51.596
		MONTHLY	7007	7358	7726	8112	8517	8943
		ANNUAL	84087	88291	92706	97341	102208	107319
MM64	E	HOURLY	40.831	42.872	45.016	47.267	49.630	52.112
		MONTHLY	7077	7431	7803	8193	8603	9033
		ANNUAL	84928	89174	93633	98315	103230	108392
MM65	E	HOURLY	41.239	43.301	45.466	47.739	50.126	52.633
		MONTHLY	7148	7506	7881	8275	8689	9123
		ANNUAL	85777	90066	94569	99298	104263	109476
MM66	E	HOURLY	41.651	43.734	45.921	48.217	50.628	53.159
		MONTHLY	7220	7581	7960	8358	8775	9214
		ANNUAL	86635	90967	95515	100291	105305	110571
MM67	E	HOURLY	42.068	44.171	46.380	48.699	51.134	53.691
		MONTHLY	7292	7656	8039	8441	8863	9306
		ANNUAL	87501	91876	96470	101294	106358	111676
MM68	E	HOURLY	42.489	44.613	46.844	49.186	51.645	54.227
		MONTHLY	7365	7733	8120	8526	8952	9399
		ANNUAL	88376	92795	97435	102307	107422	112793
MM69	E	HOURLY	42.914	45.059	47.312	49.678	52.162	54.770
		MONTHLY	7438	7810	8201	8611	9041	9493
		ANNUAL	89260	93723	98409	103330	108496	113921
MM70	E	HOURLY	43.343	45.510	47.785	50.175	52.683	55.317
		MONTHLY	7513	7888	8283	8697	9132	9588
		ANNUAL	90153	94660	99393	104363	109581	115060
MM71	E	HOURLY	43.776	45.965	48.263	50.676	53.210	55.871
		MONTHLY	7588	7967	8366	8784	9223	9684
		ANNUAL	91054	95607	100387	105407	110677	116211
MM72	E	HOURLY	44.214	46.425	48.746	51.183	53.742	56.429
		MONTHLY	7664	8047	8449	8872	9315	9781
		ANNUAL	91965	96563	101391	106461	111784	117373
MM73	E	HOURLY	44.656	46.889	49.233	51.695	54.280	56.994
		MONTHLY	7740	8127	8534	8960	9408	9879
		ANNUAL	92884	97529	102405	107525	112902	118547
MM74	E	HOURLY	45.103	47.358	49.726	52.212	54.822	57.564
		MONTHLY	7818	8209	8619	9050	9503	9978
		ANNUAL	93813	98504	103429	108601	114031	119732
MM75	E	HOURLY	45.554	47.831	50.223	52.734	55.371	58.139
		MONTHLY	7896	8291	8705	9141	9598	10077
		ANNUAL	94751	99489	104463	109687	115171	120930
MM76	E	HOURLY	46.009	48.310	50.725	53.261	55.924	58.721
		MONTHLY	7975	8374	8792	9232	9694	10178
		ANNUAL	95699	100484	105508	110784	116323	122139
MM77	E	HOURLY	46.469	48.793	51.232	53.794	56.484	59.308
		MONTHLY	8055	8457	8880	9324	9790	10280
		ANNUAL	96656	101489	106563	111891	117486	123360

Range	FLSA Status	Rate Type	0 (Minimum)	1	2	3	4 (Maximum)	5 (Longevity Only)
MM78	E	HOURLY	46.934	49.281	51.745	54.332	57.048	59.901
		MONTHLY	8135	8542	8969	9418	9888	10383
		ANNUAL	97623	102504	107629	113010	118661	124594
MM79	E	HOURLY	47.403	49.773	52.262	54.875	57.619	60.500
		MONTHLY	8217	8627	9059	9512	9987	10487
		ANNUAL	98599	103529	108705	114140	119847	125840
MM80	E	HOURLY	47.877	50.271	52.785	55.424	58.195	61.105
		MONTHLY	8299	8714	9149	9607	10087	10592
		ANNUAL	99585	104564	109792	115282	121046	127098
MM81	E	HOURLY	48.356	50.774	53.313	55.978	58.777	61.716
		MONTHLY	8382	8801	9241	9703	10188	10697
		ANNUAL	100581	105610	110890	116435	122256	128369
MM82	E	HOURLY	48.840	51.282	53.846	56.538	59.365	62.333
		MONTHLY	8466	8889	9333	9800	10290	10804
		ANNUAL	101586	106666	111999	117599	123479	129653
MM83	E	HOURLY	49.328	51.794	54.384	57.103	59.958	62.956
		MONTHLY	8550	8978	9427	9898	10393	10912
		ANNUAL	102602	107732	113119	118775	124714	130949
MM84	E	HOURLY	49.821	52.312	54.928	57.674	60.558	63.586
		MONTHLY	8636	9067	9521	9997	10497	11022
		ANNUAL	103628	108810	114250	119963	125961	132259
MM85	E	HOURLY	50.319	52.835	55.477	58.251	61.164	64.222
		MONTHLY	8722	9158	9616	10097	10602	11132
		ANNUAL	104665	109898	115393	121162	127220	133581

Title	Range	FLSA Status	Rate Type	0 (Minimum)	1	2	3	4	5	6 (Longevity 14Years Effective July 1, 2021)	7 (Longevity 19 years)
Firefighter (24 hour days)	F50	NE	HOURLY	23.475	24.649	25.882	27.176	28.535	29.391	30.860	31.786
			MONTHLY	5697	5982	6281	6595	6924.39	7132	7489	7713
			ANNUAL	68361	71779	75368	79136	83093	85585	89865	92561
Fire Engineer (24 hour days)	F55	NE	HOURLY	27.675	29.058	30.511	32.037	33.639	34.648	36.380	37.472
			MONTHLY	6716	7052	7404	7774	8163.00	8408	8828	9093
			ANNUAL	80589	84618	88849	93291	97956	100895	105939	109118
Fire Captain (24 hour days)	F60	NE	HOURLY	32.396	34.016	35.716	37.502	39.377	40.559	42.586	43.864
			MONTHLY	7861	8254	8667	9101	9555.54	9842	10334	10644
			ANNUAL	94336	99053	104006	109206	114666	118106	124012	127732
Battalion Chief (40 hour week)	F79	E	HOURLY	58.909	61.854	64.947	68.194	71.604	73.752	77.439	79.763
			MONTHLY	10211	10721	11257	11820	12411.32	12784	13423	13826
			ANNUAL	122530	128656	135089	141844	148936	153404	161074	165906
Battalion Chief (56 hour week)	F80	NE	HOURLY	42.078	44.181	46.391	48.710	51.146	52.680	55.314	56.973
			MONTHLY	10211	10721	11257	11820	12411.32	12784	13423	13826
			ANNUAL	122530	128656	135089	141844	148936	153404	161074	165906
Deputy Fire Chief (40 hour week)	F85	E	HOURLY	73.636	77.318	81.183	85.243	89.505	92.190	96.799	99.703
			MONTHLY	12764	13402	14072	14775	15514.16	15980	16779	17282
			ANNUAL	153162	160821	168862	177305	186170	191755	201343	207383

Title	Range	Rate Type	0 (Minimum)	1	2	3	4	5 (Longevity)	6 (Longevity)
Police Officer	P60	HOURLY	35.166	36.924	38.771	40.709	42.745	44.882	46.228
		MONTHLY	6095	6400	6720	7056	7409	7780	8013
		ANNUAL	73145	76803	80643	84675	88909	93354	96155
Police Corporal	P64	HOURLY	39.709	41.695	43.780	45.969	48.267	50.680	52.201
		MONTHLY	6883	7227	7588	7968	8366	8785	9048
		ANNUAL	82595	86725	91061	95615	100395	105415	108577
Police Sergeant	P70	HOURLY	47.348	49.715	52.201	54.811	57.551	60.429	62.242
		MONTHLY	8207	8617	9048	9501	9976	10474	10789
		ANNUAL	98483	103407	108578	114007	119707	125692	129463
Police Commander	P81	HOURLY	64.986	68.235	71.647	75.230	78.991	82.941	
		MONTHLY	11264	11827	12419	13040	13692	14376	
		ANNUAL	135171	141930	149026	156478	164301	172517	
Deputy Chief	P85	HOURLY	73.629	77.311	81.177	85.235	89.497	93.972	
		MONTHLY	12762	13401	14071	14774	15513	16288	
		ANNUAL	153149	160807	168847	177289	186154	195462	

Range	FLSA Status	Rate Type	0 (Minimum)	1	2	3	4 (Maximum)	5 (Longevity Only)
M65		HOURLY	36.584	38.414	40.334	42.351	44.469	46.692
		MONTHLY	6341	6658	6991	7341	7707.88	8093
		ANNUAL	76096	79900	83895	88090	92495	97119
M66		HOURLY	37.499	39.374	41.343	43.410	45.580	47.859
		MONTHLY	6500	6825	7166	7524	7901	8296
		ANNUAL	77998	81898	85993	90292	94807	99547
M67		HOURLY	38.436	40.358	42.376	44.495	46.720	49.056
		MONTHLY	6662	6995	7345	7712	8098	8503
		ANNUAL	79948	83945	88142	92550	97177	102036
M68		HOURLY	39.397	41.367	43.436	45.607	47.888	50.282
		MONTHLY	6829	7170	7529	7905	8301	8716
		ANNUAL	81947	86044	90346	94863	99607	104587
M69		HOURLY	40.382	42.401	44.521	46.748	49.085	51.539
		MONTHLY	7000	7350	7717	8103	8508	8933
		ANNUAL	83995	88195	92605	97235	102097	107202
M70		HOURLY	41.392	43.461	45.635	47.916	50.312	52.828
		MONTHLY	7175	7533	7910	8305	8721	9157
		ANNUAL	86095	90400	94920	99666	104649	109882
M71		HOURLY	42.427	44.548	46.775	49.114	51.570	54.148
		MONTHLY	7354	7722	8108	8513	8939	9386
		ANNUAL	88247	92660	97293	102157	107265	112629
M72		HOURLY	43.487	45.662	47.945	50.342	52.859	55.502
		MONTHLY	7538	7915	8310	8726	9162	9620
		ANNUAL	90454	94976	99725	104711	109947	115444
M73		HOURLY	44.575	46.803	49.143	51.601	54.181	56.890
		MONTHLY	7726	8113	8518	8944	9391	9861
		ANNUAL	92715	97351	102218	107329	112696	118330
M74		HOURLY	45.689	47.973	50.372	52.891	55.535	58.312
		MONTHLY	7919	8315	8731	9168	9626	10107
		ANNUAL	95033	99784	104774	110012	115513	121289
M75		HOURLY	46.831	49.173	51.631	54.213	56.923	59.770
		MONTHLY	8117	8523	8949	9397	9867	10360
		ANNUAL	97409	102279	107393	112763	118401	124321
M76		HOURLY	48.002	50.402	52.922	55.568	58.347	61.264
		MONTHLY	8320	8736	9173	9632	10113	10619
		ANNUAL	99844	104836	110078	115582	121361	127429

Range	FLSA Status	Rate Type	0 (Minimum)	1	2	3	4 (Maximum)	5 (Longevity Only)
M77		HOURLY	49.202	51.662	54.245	56.957	59.805	62.796
		MONTHLY	8528	8955	9402	9873	10366	10885
		ANNUAL	102340	107457	112830	118471	124395	130615
M78		HOURLY	50.432	52.954	55.601	58.381	61.300	64.365
		MONTHLY	8742	9179	9638	10119	10625	11157
		ANNUAL	104898	110143	115651	121433	127505	133880
M79		HOURLY	51.693	54.277	56.991	59.841	62.833	65.975
		MONTHLY	8960	9408	9878	10372	10891	11436
		ANNUAL	107521	112897	118542	124469	130692	137227
M80		HOURLY	52.985	55.634	58.416	61.337	64.404	67.624
		MONTHLY	9184	9643	10125	10632	11163	11721
		ANNUAL	110209	115719	121505	127581	133960	140658
M81		HOURLY	54.310	57.025	59.876	62.870	66.014	69.314
		MONTHLY	9414	9884	10379	10898	11442	12015
		ANNUAL	112964	118612	124543	130770	137309	144174
M82		HOURLY	55.667	58.451	61.373	64.442	67.664	71.047
		MONTHLY	9649	10131	10638	11170	11728	12315
		ANNUAL	115788	121578	127657	134039	140741	147778
M83		HOURLY	57.059	59.912	62.908	66.053	69.356	72.824
		MONTHLY	9890	10385	10904	11449	12022	12623
		ANNUAL	118683	124617	130848	137390	144260	151473
M84		HOURLY	58.486	61.410	64.480	67.704	71.090	74.644
		MONTHLY	10138	10644	11177	11735	12322	12938
		ANNUAL	121650	127733	134119	140825	147866	155260
M85		HOURLY	59.948	62.945	66.092	69.397	72.867	76.510
		MONTHLY	10391	10910	11456	12029	12630	13262
		ANNUAL	124691	130926	137472	144346	151563	159141
M86		HOURLY	61.446	64.519	67.745	71.132	74.689	78.423
		MONTHLY	10651	11183	11742	12330	12946	13593
		ANNUAL	127809	134199	140909	147954	155352	163120
M87		HOURLY	62.983	66.132	69.438	72.910	76.556	80.384
		MONTHLY	10917	11463	12036	12638	13270	13933
		ANNUAL	131004	137554	144432	151653	159236	167198
M88		HOURLY	64.557	67.785	71.174	74.733	78.470	82.393
		MONTHLY	11190	11749	12337	12954	13601	14281
		ANNUAL	134279	140993	148043	155445	163217	171378

Range	FLSA Status	Rate Type	0 (Minimum)	1	2	3	4 (Maximum)	5 (Longevity Only)
M89		HOURLY	66.171	69.480	72.954	76.601	80.431	84.453
		MONTHLY	11470	12043	12645	13278	13941	14639
		ANNUAL	137636	144518	151744	159331	167297	175662
M90		HOURLY	67.825	71.217	74.777	78.516	82.442	86.564
		MONTHLY	11756	12344	12961	13610	14290	15004
		ANNUAL	141077	148131	155537	163314	171480	180054
M91		HOURLY	69.521	72.997	76.647	80.479	84.503	88.728
		MONTHLY	12050	12653	13285	13950	14647	15380
		ANNUAL	144604	151834	159426	167397	175767	184555
M92		HOURLY	71.259	74.822	78.563	82.491	86.616	90.947
		MONTHLY	12352	12969	13618	14298	15013	15764
		ANNUAL	148219	155630	163411	171582	180161	189169
M93		HOURLY	73.041	76.693	80.527	84.554	88.781	93.220
		MONTHLY	12660	13293	13958	14656	15389	16158
		ANNUAL	151924	159521	167497	175871	184665	193898
M94		HOURLY	74.867	78.610	82.540	86.667	91.001	95.551
		MONTHLY	12977	13626	14307	15022	15773	16562
		ANNUAL	155722	163509	171684	180268	189282	198746
M95		HOURLY	76.738	80.575	84.604	88.834	93.276	97.940
		MONTHLY	13301	13966	14665	15398	16168	16976
		ANNUAL	159615	167596	175976	184775	194014	203714
M96		HOURLY	78.657	82.589	86.719	91.055	95.608	100.388
		MONTHLY	13634	14316	15031	15783	16572	17401
		ANNUAL	163606	171786	180375	189394	198864	208807
M97		HOURLY	80.623	84.654	88.887	93.331	97.998	102.898
		MONTHLY	13975	14673	15407	16177	16986	17836
		ANNUAL	167696	176081	184885	194129	203836	214027
M98		HOURLY	82.639	86.771	91.109	95.665	100.448	105.470
		MONTHLY	14324	15040	15792	16582	17411	18281
		ANNUAL	171888	180483	189507	198982	208931	219378
M99		HOURLY	84.705	88.940	93.387	98.056	102.959	108.107
		MONTHLY	14682	15416	16187	16996	17846	18739
		ANNUAL	176186	184995	194245	203957	214155	224862
M100		HOURLY	86.822	91.163	95.722	100.508	105.533	110.810
		MONTHLY	15049	15802	16592	17421	18292	19207
		ANNUAL	180590	189620	199101	209056	219509	230484

Department Director Salary Table (DD)

Range	Minimum Monthly Salary	Maximum Monthly Salary
04 - Director, Development Services	14,593	17,738
04 - Director, Management Services	14,593	17,738
05 - Assistant City Manager	15,332	18,637
05 - Director, Municipal Utilities and Engineering	15,332	18,637
06 - Fire Chief	16,018	19,467
07 - Police Chief	16,034	21,693

Salary Schedule (C)

Range	Minimum Monthly Salary	Maximum Monthly Salary
C1 - Library Director	11,091	15,815
C2 - City Attorney	19,449	24,131
C3 - City Manager	21,707	26,862

CLASSIFICATION TITLE	HOURLY RATE/RANGE	
Administrative Assistant		18.01
Background Investigator I/II	30.00	35.00
Camera Operator		16.95
Cemetery Aide		15.00
Community Service Officer I/II	20.45	22.59
IT/GIS Intern		15.00
Help Desk Technician		26.55
Library Page		15.00
Library Clerk		16.30
Library Specialist		19.31
Maintenance Worker		18.93
Museum Attendant		15.00
Planning Intern		15.00
Program Aide		15.09
Technical Services Clerk		17.48

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GENERAL GOVERNMENT

General Government refers to those departments that provide administrative support for the City which include:

- City Council
- City Clerk
- City Manager
- City Attorney
- Management Services

City Council

Mission Statement:

The City Council is dedicated to responding to the changing needs in our community and to ensuring that Redlands remains a distinctive place in which to live and work.

Departmental Goals:

- Hold regular meetings to conduct City business and hear public input on all issues
- Remain open and responsive to the concerns of the community
- Formulate policies and goals and, through the City Manager, direct the use of resources for the attainment of these policies and goals
- Monitor and seek to influence state and federal legislation to better address the concerns of the City of Redlands
- Encourage community involvement through the appointment of citizens to City-sanctioned commissions, boards, and committees

Program Description:

The City Council provides direction upon which all City actions, programs, and priorities are based. The City Council relies on the input of the City Manager and his staff, as well as recommendations from various commissions and boards. The Council further represents City interests through participation in local and regional organizations.

Program Objectives:

- Conduct regular bi-monthly meetings and special meetings as necessary to effectively complete the City's business
- Maintain active participation in various local and regional organizations
- Provide input to the appropriate legislators on issues that will affect the City

DEPARTMENT/DIVISION
CITY COUNCIL

FUND
GENERAL FUND

ORGKEY
101100

OBJECT	2020-21 ACTUAL (AUDITED)	2021-22 ADJUSTED BUDGET	2021-22 12 MONTH ESTIMATED	2022-23 CITY COUNCIL ADOPTED	2023-24 CITY COUNCIL ADOPTED
SALARIES AND BENEFITS					
5001 Salaries: Full-Time	67,231	87,504	84,992	97,433	100,389
5002 Salaries: Part-Time	28,846	24,270	-	-	-
5006 Elected Official Compensation	30,339	30,000	28,272	57,000	84,000
5101 Overtime Salaries	1,462	-	1,564	5,842	5,857
5202 Holiday Pay	543	-	789	-	-
5203 Bonus	1,053	-	-	-	-
5204 Accrual Payout	2,252	-	4,076	-	-
5301 Banked Leave Buy Back	-	3,904	-	5,842	5,857
5401 Pension Contributions	24,720	25,731	29,660	29,159	30,751
5501 FICA/Medicare	9,121	10,244	8,213	11,201	13,549
5601 Deferred Compensation	10,700	1,327	6,296	1,356	1,356
5701 Health/Dental Insurance	31,118	30,193	26,893	19,304	20,269
5702 Workers' Comp Insurance	2,274	2,741	2,741	2,766	2,991
5703 Disability Insurance	-	133	148	291	305
5704 Unemployment Insurance	348	2,676	2,779	2,660	2,660
5705 Life Insurance	40	55	67	71	71
5802 Eyecare Reimbursement	-	198	198	254	254
5803 Clothing Allowance	301	75	75	150	150
5903 Other Taxable Benefits	526	832	832	861	861
TOTAL SALARIES AND BENEFITS	210,874	219,883	197,595	234,190	269,320
SERVICES					
6102 Legal Services	4,047	100,000	24,031	200,000	25,000
6106 Other Professional Services	-	-	5,728	-	-
6401 Meeting & Prof Development	350	2,500	1,328	2,500	2,625
6402 Travel Expense/Reimbursement	-	2,500	1,251	3,395	3,565
6403 Training	356	2,500	303	2,500	2,625
6510 Other Insurance	3,205	3,500	3,205	3,500	3,675
6601 Postage	518	300	124	130	137
6708 Special Program Expenditures	11,665	48,335	42,334	10,200	10,710
6802 Info Tech Service Charges	9,837	9,259	9,259	11,851	12,749
6901 Printing and Binding	544	1,500	6,797	7,137	7,494
6906 Office Equip & Furn Rent	3,529	11,500	2,306	2,421	2,542
6909 Subscriptions & Memberships	68,546	78,645	73,500	77,175	81,034
TOTAL SERVICES	102,597	260,539	170,165	320,809	152,155
SUPPLIES					
7002 Office Supplies	1,090	2,500	502	1,000	1,050
7807 Food	-	-	-	250	263
TOTAL SUPPLIES	1,090	2,500	502	1,250	1,313
DEPARTMENT TOTAL	314,561	482,922	368,262	556,249	422,788

City Clerk

Mission Statement:

The City Clerk's Office is dedicated to promoting open government and offering the public access to all aspects of information about the City government while providing the best possible service to residents, staff, and leadership of the City neutrally and impartially.

Departmental Goals:

- Administrate fair and impartial elections
- Provide efficient service and information to the public
- Provide support services to the City Council and City departments
- Accurately record and maintain the proceedings, actions, and documentation of the City Council, the Redlands Financing Authority, and the Successor Agency to the Redevelopment Agency for legal, administrative, financial, and historical reference
- Work to improve the administration of the office consistent with applicable laws and, through automation, produce more rapid transparent access to government and fulfill the responsibilities of this department to the community

Sustainability Efforts:

- Ongoing effort to digitize all record files for electronic access
- Emphasis on an electronic format for all record requests
- Scanning of City Council, Successor Agency to the Redevelopment Agency, and Financing Authority minutes, contracts, resolutions, and ordinances for electronic access on the City's shared network drive and the records management system, known as Laserfiche

Performance Measures:

- Compliance with noticing requirements of the Brown Act for all meetings of the City Council, the Successor Agency to the Redevelopment Agency, the Redlands Financing Authority, and City Commissions and Boards
- Add 5,000 documents annually to the digital records database
- Provide online records research capability to the public
- Document proceedings associated with all City Council, Successor Agency, and Redlands Financing Authority meetings and make them accessible to the staff and the public in a timely manner
- Meet filing deadline for the economic interest statements from elected officials, appointed commissioners, designated staff members, and consultants
- Meet filing deadline for campaign finance reporting for elected officials, candidates, and committees
- Provide training to staff members to effectively utilize the City's automated records system
- Publish legal notices of ordinances, resolutions, and public hearings in accordance with law

Program Description:

The City Clerk is the record keeper and guardian of our democratic process. In Redlands, the City Clerk is an elected official and is responsible directly to the voters. The department provides service to the public, City Council, City Manager, and all administrative departments and is the election official for the City.

Program Objectives:

- Maintain an open-door policy for the public
- Conduct general and special municipal elections in accordance with the California Elections Code and coordinate ballot measures, arguments, and impartial analysis documents
- Coordinate actions with the County Registrar of Voters during primary, general, and special elections
- Fulfill duties as filing officer for campaign statements for officeholders, candidates, and committees
- Maintain an accurate record of City Council proceedings through a comprehensive general index of all minutes, resolutions, contracts, agreements, and deeds
- Act as secretary to the Successor Agency to the Redevelopment Agency and the Redlands Financing Authority and maintain an accurate record of their proceedings through a comprehensive general index of all minutes, resolutions, contracts, agreements, and deeds
- Act as Custodian of the City Seal and Custodian of the City's vital records from 1888 to 1964
- Fulfill duties as Financial Disclosure Officer for conflict of interest filings for elected officials, designated staff, and various consultants
- Coordinate legal publications and notices of ordinances, resolutions, and public hearings in accordance with law
- Follow legal procedures for noticing all public meetings of the City Council, the Successor Agency to the Redevelopment Agency, the Redlands Financing Authority, and all City Commissions and Boards
- Maintain an open, diplomatic and neutral relationship with news media
- Maintain the Redlands Municipal Code
- Research, disseminate, and provide information regarding City records as necessary
- Provide accessibility to City Council approved records through the City's website
- Manage the electronic recordation of City documents
- Administer and file oaths of office

Department Innovations

E-Filing – Form 700 Conflict of Interest and Campaign Finance Reporting: FY 2022-23 procurement to establish e-filing and management capability for automation of Campaign Finance Reporting for elected officials and committees and establish e-Filing for Statement of Economic Interest Forms (Form 700s) for elected officials, appointed commissioners, and designated staff members. Improves office efficiency, streamlines the reporting processes using an electronic filing system, promotes transparency, and reduces paper.

Real-time Updates – The City's archiving system, known as Laserfiche, allows the public the ability to browse, search, retrieve, download, and print documents. This enhances citizen awareness and promotes accountability and trust in government.

Strategic Goals – Supports Sustainability by enhancing fiscal and operational practices for maintaining fiscal stability, transparency, and data-driven decisions. Supports Equity and Inclusion by enhancing communication and engagement to ensure all parts of the community have easy access to information

Accomplishments for Fiscal Year 2021-2022:

- Managed the submission of a voter initiative ordinance and coordinated efforts with the Registrar of Voters for signature verification in accordance with the California Elections Code

- Established the Certification of a voter initiative ordinance and ordered its submittal to the City's qualified voters on the November 8, 2022 ballot, in accordance with the California Election Code
- Managed finance reporting documents for one committee associated with the voter initiative petition
- Coordinated the submission of economic interest statements from one hundred sixty-one positions, including, elected officials, appointed commissioners, designated staff members, and consultants
- Managed the biannual campaign finance reporting of seven elected officials and eight committees
- Documented proceedings and decisions associated with all City Council, Successor Agency, and Redlands Financing Authority regular and special meetings establishing the historical record
- Enhanced accessibility to City Council documents, including minutes, resolutions, ordinances, contracts, and deeds and easements directly through the City's website
- Digitized City Council documents to document storage system, known as Laserfiche
- Conducted City Bid Openings in an impartial way
- Managed and tracked Council Member Ethics Training requirements
- Electronically recorded City documents as needed
- Complied with the noticing requirements of the Brown Act for all public meetings
- Published legal notices of ordinances, resolutions, and public hearings in accordance with law
- Maintained the Redlands Municipal Code

Significant Program Changes:

- Administer the November 8, 2022, Municipal Election for three Council Member seats, Districts 1, 3, and 5, and the voter initiative ordinance measure, in accordance with the California Elections Code

DEPARTMENT/DIVISION
CITY CLERK

FUND
GENERAL FUND

ORGKEY
101110

OBJECT	2020-21 ACTUAL (AUDITED)	2021-22 ADJUSTED BUDGET	2021-22 12 MONTH ESTIMATED	2022-23 CITY COUNCIL ADOPTED	2023-24 CITY COUNCIL ADOPTED
SALARIES AND BENEFITS					
5001 Salaries: Full-Time	72,198	117,663	115,418	133,210	133,210
5002 Salaries: Part-Time	29,267	18,010	637	18,010	18,911
5202 Holiday Pay	-	-	834	-	-
5204 Accrual Payout	648	-	-	-	-
5401 Pension Contributions	19,664	34,311	33,899	39,550	40,496
5501 FICA/Medicare	8,166	10,723	8,869	11,913	11,981
5601 Deferred Compensation	1,845	1,845	1,845	1,845	1,845
5701 Health/Dental Insurance	4,296	12,328	15,700	9,575	10,054
5702 Workers' Comp Insurance	3,411	3,837	3,837	6,916	7,477
5703 Disability Insurance	755	460	1,188	529	529
5704 Unemployment Insurance	291	1,302	1,401	1,302	1,302
5705 Life Insurance	-	126	64	126	126
5802 Eyecare Reimbursement	-	225	225	225	225
5803 Clothing Allowance	-	300	300	300	300
5903 Other Taxable Benefits	429	4,200	4,200	4,200	4,200
TOTAL SALARIES AND BENEFITS	140,970	205,330	188,417	227,700	230,656
SERVICES					
6201 Elections	143,771	150,000	200	300,000	150,000
6401 Meeting & Prof Development	150	500	-	1,500	1,575
6402 Travel Expense/Reimbursement	-	100	-	225	237
6601 Postage	306	500	500	550	578
6710 Special Contractual Services	3,803	19,197	5,000	14,250	14,963
6802 Info Tech Service Charges	7,984	9,259	9,259	29,628	31,873
6901 Printing and Binding	332	700	500	735	772
6902 Advertising	10,973	16,000	16,000	16,800	17,640
6906 Office Equip & Furn Rent	3,147	2,250	2,250	2,363	2,481
6907 Comms Service & Rental	973	925	925	972	1,021
6909 Subscriptions & Memberships	432	350	350	400	420
TOTAL SERVICES	171,871	199,781	34,984	367,423	221,560
SUPPLIES					
7002 Office Supplies	921	1,000	1,000	1,050	1,103
7101 Office Equipment & Furniture	-	500	500	525	551
TOTAL SUPPLIES	921	1,500	1,500	1,575	1,654
DEPARTMENT TOTAL	313,762	406,611	224,901	596,698	453,870

City Manager

Mission Statement:

The City Manager's Office is dedicated to managing all City services in the most efficient, effective, and economical manner possible while maintaining excellent customer service through a high degree of professionalism.

Departmental Goals:

- Implement the policy direction of the City Council
- Provide leadership and direction to all City departments
- Promote favorable working relationships with our business community, community organizations, and citizens
- Promote transparency in government
- Guard the quality of life that residents enjoy through the maintenance of existing programs and service levels

Sustainability Efforts:

- Continued implementation of paperless processes
- Purchase and use of recycled paper for copying and printing
- The ongoing effort to scan and store files electronically

Program Description:

The City Manager's Office provides centralized direction and leadership for the effective administration and operation of all municipal services for the City of Redlands as directed by the City Council. Operating under the traditional Council-Manager form of government, the City Manager is appointed by the five-member City Council and is responsible for the day-to-day operations of the City. The City Manager's Office leadership team includes two Assistant City Managers and a Public Information Officer. The office provides strategic direction to departments and monitors the progress made toward achieving the goals and objectives.

The City Manager's office is committed to developing a culture of innovation by integrating strategic management and best practices into government operations. By doing so, the organization continually improves performance, maximizes efficiencies, and creates value for the tax dollar.

Program Objectives:

- Provide leadership, management, and direction to all City departments
- Compile and distribute agenda packets for all Council meetings
- Oversee the preparation of the annual budget
- Guide the City's Strategic Plan and Vision
- Be available to the public as the need arises
- Maintain effective working relationships with other cities, counties, state and federal agencies

Accomplishments for Fiscal Year 2021-2022:

- Provided leadership, management, and direction to all City departments
- Maintained continuity of operations throughout the COVID-19 Pandemic
- Coordinated and assembled 22 City Council Regular Meeting Agenda Packets and 8 City Council Special Meeting Agenda Packets.
- Coordinated City Council Meeting E-Agenda Packets.
- Coordinated and processed approximately 250 resident service requests.
- Review an average of 48 agenda items per City Council meeting

Communications and Community Relations

The Communications and Community Relations division of the City Manager's office oversees the City's communication initiatives, and social media platforms and responds on behalf of the City to inquiries from the media and the public. The division educates and informs residents, visitors, and businesses about City programs, services, and events. Using targeted communication strategies in cooperation with other City departments, the division engages the community in the governmental process, facilitates transparency, enhances tourism, supports local industries, promotes business attraction and retention, and increases participation in City programs and activities to generate additional revenue and to strengthen the quality of life. Included in the division is Redlands TV (RTV), the City's government access cable TV facilities and operations. RTV televises and records live events, such as City Council and Planning Commission meetings, provides a Community Events Bulletin Board, and creates or contracts original informational videos highlighting City services and programs. RTV programming is available to cable television subscribers through Spectrum (Channel 3) and Frontier Communications (Channel 35).

Program Objectives:

- Administer the City's community relations and public information programs, including media relations, videos, and other information on Redlands TV, the City's social media platforms, and other communications avenues.
- Provide a forum for community events and public service messages relevant to Redlands audiences.
- Continually explore new platforms and communications and outreach avenues, incorporating them into the overall communication and outreach strategy.
- Regularly televise all City Council and Planning Commission meetings with scheduled replays intended to provide access for all Redlands citizens.
- Use available video technology and media to provide an outlet, informing Redlands residents of available City events and services or specific public service information.

Accomplishments for Fiscal Year 2021-2022:

- Developed a comprehensive Communications and Community Outreach Strategic Plan for presentation to the City Council. The plan will provide support to the City budget and strategic planning initiatives.
- Provided staff support and facilitated completion of the National Community Survey, a benchmarking survey that provided a comprehensive picture of livability and resident perspectives and attitudes on government services, policies, and management. The survey

- provides and benchmark to measure Redlands against other similar communities and a baseline for measuring the progress of City service enhancements and initiatives.
- Provided staff support and helped to facilitate the development of the City's Six-Year Strategic Plan.
 - Promoted transparency in government through:
 - Live broadcasting of all City meetings and Planning Commission meetings on Redlands TV; Web-streaming of live City Council meetings and archived meeting videos
 - Promoted open, clear, and frequent communication through:
 - Monitored community social networking sites, kept staff apprised of public reactions to City issues, and responded when appropriate
 - Redlands 311 mobile app
 - City's Speakers Bureau
 - Issuance of approximately 300 press releases promoting City activities and economic development, providing public safety information, and providing information on City Council actions
 - PIO responded to numerous unique press requests not related to press releases
 - Produced regular video series including:
 - Working for You: Making Redlands a Better Place – A monthly video series highlighting individual employees and their contributions to the overall mission of the City to provide superior service to residents;
 - Redlands Making Progress – Developed a new video series highlighting progress on capital and maintenance projects that improve facilities and infrastructure for the benefit of residents and businesses;
 - Pet of the Week – A weekly video series introducing adoptable animals from the Redlands Animal Shelter;
 - Storytime – A multipart video series featuring A.K. Smiley Library staff reading stories for children at various age levels.
 - Various public safety videos provided tips to residents on items such as fraud, catalytic converter theft, and the Citizen Volunteer Patrol.
 - Provided support to all City departments taking video/photos of city services.
 - Monitored and created all Public Service Announcements for Redlands television Bulletin Board.
 - Provided support to all other departments and City Council in media interviews.
 - Monitored press coverage of the City, including newspapers, television, and radio, and provided periodic news digests to staff and elected officials.
 - Provided support to all City departments in preparing and reviewing memos and other written communication for both internal and external distribution.

Grants Coordinating Office

The Grants Coordinating office was established in September 2021 and is a new division of the City Manager's office. The division is responsible for performing a variety of duties related to grant development, grant writing, and grant monitoring and reporting. Working with departments throughout the City, the Grants Coordinating office also researches grant opportunities to determine applicability, prepares grant applications, compiles proposed project information, and aligns project needs with fund goals. The division monitors grant activity, composes and submits quarterly grant reports on project progress, and is responsible for submitting all final close-out grant materials.

Program Objectives:

- Maintain grant records and files
- Communicate grant projects to the community and solicit feedback for program implementation
- Provide information and assistance to departments in applying for grants
- Provide centralized information regarding grant funding opportunities, Uniform Guidance requirements, and other compliance
- Implement grant projects
- Coordinate grant activities with other departments

Accomplishments for Fiscal Year 2021-2022:

- Coordinated the application submission of the Homekey 2 State grant application for the conversion of a local hotel into 99 permanent supportive housing units for at-risk, homeless, and chronically homeless individuals
- Aid in the administration of the City's allocation of Coronavirus State & Local Fiscal Recovery Funds issued through the American Rescue Plan Act (ARPA) while ensuring compliance with Federal Grant Regulations and Treasury Department Guidelines

Purchasing and Stores

The Purchasing and Stores division is responsible for performing the City's procurement function per Chapter 2.16 of the City's Municipal Code and all other applicable procedures and policies as established by the City. This division is also responsible for procurement and inventory of materials and supplies in support of all City departments and handles items declared as surplus for redistribution or disposal per the City ordinance.

Program Objectives:

- Continue to process purchase requisitions for supplies and services as quickly and efficiently as possible following purchasing procedures
- Compile, review, and award bids for materials, equipment, services, and supplies
- Utilize an eProcurement system for bids and vendor management which meets the goal of eliminating waste and increasing efficiencies, productivity, and cost savings
- Review and update the City's purchasing policies and procedures as needed and provide citywide training
- Provide prompt service in fulfilling departmental requests for materials and supplies
- Provide reports regarding departments' usage and expense as requested
- Execute and monitor the warehouse program – "Fastenal Automated Supply Technology" (FAST) – Industrial Vending
- Process items declared as surplus for redistribution or disposal per City procedures
- Main objective: Increase citywide efficiencies through software utilization such as PlanetBids (eProcurement) and Tyler Munis (ERP system), and assure procurement compliance, accountability, and cost savings

Accomplishments for Fiscal Year 2021-2022:

- Continuation of the City's Automated Inventory System
- Establishment and further development of an eProcurement system
- Continuous development and implementation of the new ERP system
- Recipient of the 2020 Achievement of Excellence in Procurement (AEP) Award. The AEP is awarded by the National Purchasing Institute (NPI). The program measures innovation, professionalism, eProcurement, productivity, and leadership attributes of the procurement function based on standardized criteria.
- Provide multiple citywide and departmental specific Purchasing training
- Managed all Surplus disposal and sale from all City Departments
- Processed all Purchase Requisition requests and ensure compliance with risk and revenue requirements

HR/Risk Management Office

The HR/Risk Management office is also a division of the City Manager's office. An in-depth division description can be found after the City Manager's office portion of the budget.

DEPARTMENT/DIVISION
CITY MANAGER

FUND
GENERAL FUND

ORGKEY
101120

OBJECT	2020-21 ACTUAL (AUDITED)	2021-22 ADJUSTED BUDGET	2021-22 12 MONTH ESTIMATED	2022-23 CITY COUNCIL ADOPTED	2023-24 CITY COUNCIL ADOPTED
SALARIES AND BENEFITS					
5001 Salaries: Full-Time	300,056	417,960	363,010	405,542	423,904
5101 Overtime Salaries	-	-	5	-	-
5202 Holiday Pay	543	-	789	-	-
5203 Bonus	1,053	-	-	-	-
5204 Accrual Payout	2,252	-	4,703	-	-
5301 Banked Leave Buy Back	-	4,635	-	6,564	6,616
5401 Pension Contributions	69,510	122,092	66,139	120,633	129,100
5501 FICA/Medicare	16,411	24,020	21,008	23,949	24,955
5601 Deferred Compensation	16,311	8,030	41,180	13,592	13,592
5701 Health/Dental Insurance	28,648	46,986	43,994	45,161	47,419
5702 Workers' Comp Insurance	9,742	10,690	10,690	12,449	13,459
5703 Disability Insurance	-	240	148	291	305
5704 Unemployment Insurance	(578)	1,276	2,319	1,298	1,298
5705 Life Insurance	95	185	168	188	188
5801 Vehicle Allowance	5,160	5,160	7,435	5,160	5,160
5802 Eyecare Reimbursement	-	662	662	673	673
5803 Clothing Allowance	60	135	135	150	150
5903 Other Taxable Benefits	98	1,111	1,111	6,300	6,300
TOTAL SALARIES AND BENEFITS	449,361	643,182	563,496	641,950	673,119
SERVICES					
6005 License & Permits	1,460	2,000	1,475	2,100	2,205
6106 Other Professional Services	-	70,000	67,129	10,000	10,500
6304 Telephone	1,999	2,400	2,400	2,400	2,400
6401 Meeting & Prof Development	-	4,500	4,500	4,500	4,725
6402 Travel Expense/Reimbursement	-	1,000	1,640	2,000	2,100
6403 Training	1,131	1,000	980	1,500	1,575
6601 Postage	45	300	100	300	300
6703 Software Support/Development	-	-	-	15,000	15,750
6802 Info Tech Service Charges	10,768	23,148	23,148	53,331	57,372
6901 Printing and Binding	471	1,000	1,500	1,500	1,575
6907 Comms Service & Rental	1,625	1,200	1,200	1,260	1,323
6909 Subscriptions & Memberships	3,219	4,000	3,445	4,200	4,410
TOTAL SERVICES	20,718	110,548	107,517	98,091	104,235
SUPPLIES					
7001 Books & Supplies	-	250	-	263	276
7002 Office Supplies	1,437	2,500	2,500	2,625	2,756
7005 Photo & Copying Supplies	(11)	500	-	525	551
7101 Office Equipment & Furniture	1,185	3,000	3,500	5,150	3,500
7802 Purchased Water	287	300	300	315	331
7807 Food	64	500	100	525	551
7810 Special Departmental Supplies	1,037	1,500	500	1,575	1,654
TOTAL SUPPLIES	3,999	8,550	6,900	10,978	9,619
DIVISION TOTAL	474,078	762,280	677,913	751,019	786,973

DEPARTMENT/DIVISION
COMMUNICATIONS AND COMMUNITY RELATIONS

FUND
GENERAL FUND

ORGKEY
101121

OBJECT	2020-21 ACTUAL (AUDITED)	2021-22 ADJUSTED BUDGET	2021-22 12 MONTH ESTIMATED	2022-23 CITY COUNCIL ADOPTED	2023-24 CITY COUNCIL ADOPTED
SALARIES AND BENEFITS					
5001 Salaries: Full-Time	234,189	239,743	290,340	331,470	331,470
5202 Holiday Pay	2,359	-	2,616	-	-
5203 Bonus	878	-	-	-	-
5204 Accrual Payout	6,399	-	2,266	-	-
5301 Banked Leave Buy Back	1,649	24,935	1,649	17,782	17,782
5401 Pension Contributions	67,326	70,088	88,215	98,603	100,961
5501 FICA/Medicare	16,345	19,840	21,863	26,176	26,222
5601 Deferred Compensation	12,947	5,136	34,158	6,139	6,139
5701 Health/Dental Insurance	26,329	23,994	37,970	36,487	38,311
5702 Workers' Comp Insurance	4,547	4,934	4,934	5,533	5,982
5704 Unemployment Insurance	208	1,063	1,143	1,367	1,367
5705 Life Insurance	146	154	177	198	198
5802 Eyecare Reimbursement	-	551	551	709	709
5903 Other Taxable Benefits	393	5,387	323	5,311	5,311
TOTAL SALARIES AND BENEFITS	373,715	395,825	486,205	529,775	534,452
SERVICES					
6106 Other Professional Services	6,199	7,500	6,900	29,245	30,707
6304 Telephone	38	-	500	500	525
6401 Meeting & Prof Development	-	1,500	-	1,500	1,575
6402 Travel Expense/Reimbursement	71	500	-	1,500	1,575
6403 Training	-	1,000	600	2,500	2,625
6703 Software Support/Development	-	1,600	1,548	1,625	1,707
6708 Special Program Expenditures	-	-	-	35,000	-
6710 Special Contractual Services	-	-	-	50,000	-
6802 Info Tech Service Charges	12,638	18,518	18,518	23,702	25,499
6803 City Garage Charges	-	-	-	674	789
6909 Subscriptions & Memberships	5,238	6,830	6,830	7,172	7,530
TOTAL SERVICES	24,184	37,448	34,896	153,418	72,532
SUPPLIES					
7002 Office Supplies	358	1,000	250	-	-
7004 Uniform/Safety Clothing	-	-	118	500	525
7101 Office Equipment & Furniture	-	1,000	-	1,000	1,050
7810 Special Departmental Supplies	278	1,500	-	5,000	1,500
7812 Audio-Visual Materials	902	-	1,220	1,500	1,575
TOTAL SUPPLIES	1,538	3,500	1,588	8,000	4,650
FIXED ASSETS					
8706 All Other Equipment	-	30,000	-	30,000	30,000
TOTAL FIXED ASSETS	-	30,000	-	30,000	30,000
DIVISION TOTAL	399,437	466,773	522,689	721,193	641,634

**DEPARTMENT/DIVISION
PURCHASING**

FUND
GENERAL FUND

ORGKEY
101123

OBJECT	2020-21 ACTUAL (AUDITED)	2021-22 ADJUSTED BUDGET	2021-22 12 MONTH ESTIMATED	2022-23 CITY COUNCIL ADOPTED	2023-24 CITY COUNCIL ADOPTED
SALARIES AND BENEFITS					
5001 Salaries: Full-Time	182,861	184,808	183,406	185,614	185,614
5101 Overtime Salaries	55	-	9	-	-
5202 Holiday Pay	841	-	904	-	-
5203 Bonus	585	-	-	-	-
5204 Accrual Payout	234	-	256	-	-
5301 Banked Leave Buy Back	2,666	7,420	2,666	8,555	8,555
5401 Pension Contributions	51,725	54,010	55,276	55,235	56,556
5501 FICA/Medicare	13,452	14,555	13,196	14,611	14,642
5601 Deferred Compensation	14,134	3,957	14,071	3,973	3,973
5701 Health/Dental Insurance	19,300	14,968	19,735	13,820	14,511
5702 Workers' Comp Insurance	4,547	4,934	4,934	5,533	5,982
5703 Disability Insurance	414	491	388	540	540
5704 Unemployment Insurance	204	911	1,612	911	911
5705 Life Insurance	133	132	136	132	132
5801 Vehicle Allowance	450	473	225	473	173
5802 Eyecare Reimbursement	300	300	300	300	300
5903 Other Taxable Benefits	168	4,775	4,775	4,791	4,791
TOTAL SALARIES AND BENEFITS	292,069	291,734	301,889	294,488	296,680
SERVICES					
6106 Other Professional Services	4,726	10,000	10,000	5,000	5,000
6304 Telephone	494	600	600	630	662
6401 Meeting & Prof Development	-	800	800	840	882
6402 Travel Expense/Reimbursement	-	2,000	2,000	2,100	2,205
6403 Training	-	600	600	630	662
6601 Postage	430	800	400	430	450
6703 Software Support/Development	-	300	300	315	330
6710 Special Contractual Services	-	300	300	315	330
6802 Info Tech Service Charges	8,492	18,518	18,518	23,702	25,499
6901 Printing and Binding	69	4,000	4,000	4,100	4,300
6902 Advertising	-	100	-	-	-
6906 Office Equip & Furn Rent	2,229	2,443	2,443	2,565	2,693
6909 Subscriptions & Memberships	382	900	900	945	992
TOTAL SERVICES	16,822	41,361	40,861	41,572	44,005
SUPPLIES					
7002 Office Supplies	1,497	1,750	1,750	1,838	1,929
7003 Awards/Recognition Prgm	400	550	800	840	880
7004 Uniform/Safety Clothing	119	150	150	158	165
7101 Office Equipment & Furniture	-	4,800	4,800	5,040	5,292
7102 Small Tools & Equipment	-	200	200	210	220
7203 Office Equipment Maintenance	-	300	300	315	330
7208 Repair/Maintenance Supplies	16	100	100	105	115
7209 Janitorial Supplies	43	100	100	105	115
7211 Computer Components	2,047	-	2,047	2,149	2,257
7802 Purchased Water	109	178	109	120	135
7806 Promotional Supplies	-	100	100	105	115
7807 Food	-	200	200	210	220
7810 Special Departmental Supplies	-	2,500	2,550	2,550	2,600
7901 Non-Capital Expenditures	-	900	900	945	992
TOTAL SUPPLIES	4,231	11,828	14,106	14,690	15,365
DIVISION TOTAL	313,122	344,923	356,856	350,750	356,050

**DEPARTMENT/DIVISION
PRINT SHOP**

FUND
GENERAL FUND

ORGKEY
101124

<u>OBJECT</u>	<u>2020-21 ACTUAL (AUDITED)</u>	<u>2021-22 ADJUSTED BUDGET</u>	<u>2021-22 12 MONTH ESTIMATED</u>	<u>2022-23 CITY COUNCIL ADOPTED</u>	<u>2023-24 CITY COUNCIL ADOPTED</u>
SERVICES					
6710 Special Contractual Services	11,668	12,352	12,352	12,970	13,618
6906 Office Equip & Furn Rent	4,454	24,000	5,000	5,250	5,513
6907 Comms Service & Rental	1,390	2,500	2,500	2,625	2,756
6912 Reimbursed Expenditures	(10,738)	(20,000)	(20,000)	(20,000)	(20,000)
TOTAL SERVICES	6,774	18,852	(148)	845	1,887
SUPPLIES					
7002 Office Supplies	-	100	100	105	110
7005 Photo & Copying Supplies	724	1,100	1,000	1,100	1,155
7203 Office Equipment Maintenance	1,558	2,500	2,500	2,625	2,756
7810 Special Departmental Supplies	39	4,500	4,500	500	525
TOTAL SUPPLIES	2,321	8,200	8,100	4,330	4,547
DIVISION TOTAL	9,095	27,052	7,952	5,175	6,433

**DEPARTMENT/DIVISION
CITY MANAGER GRANTS**

FUND
GOVERNMENTAL GRANT FUND

ORGKEY
200120

OBJECT	2020-21 ACTUAL (AUDITED)	2021-22 ADJUSTED BUDGET	2021-22 12 MONTH ESTIMATED	2022-23 CITY COUNCIL ADOPTED	2023-24 CITY COUNCIL ADOPTED
SALARIES AND BENEFITS					
5001 Salaries: Full-Time	171,138	-	5,040,522	-	-
5002 Salaries: Part-Time	47,239	-	-	-	-
5101 Overtime Salaries	20,084	-	-	-	-
5401 Pension Contributions	9,870	-	-	-	-
5501 FICA/Medicare	6,937	-	-	-	-
5701 Health/Dental Insurance	4,824	-	-	-	-
5702 Workers' Comp Insurance	768	-	-	-	-
5703 Disability Insurance	160	-	-	-	-
5704 Unemployment Insurance	930	-	-	-	-
5705 Life Insurance	28	-	-	-	-
5804 Uniform Rental	9	-	-	-	-
TOTAL SALARIES AND BENEFITS	261,987	-	5,040,522	-	-
SERVICES					
6106 Other Professional Services	780	-	25,000	-	-
6403 Training	70	-	288	-	-
6703 Software Support/Development	3,897	-	40,261	-	-
6704 Community Grant Award	-	-	200,000	-	-
6708 Special Program Expenditures	-	-	4,724,700	-	-
6710 Special Contractual Services	184,990	-	113,712	-	-
6902 Advertising	-	-	1,000	-	-
6903 Janitorial Services	7,500	-	27,500	-	-
6909 Subscriptions & Memberships	100	-	-	-	-
TOTAL SERVICES	197,337	-	5,132,461	-	-
SUPPLIES					
7002 Office Supplies	452	-	127	-	-
7201 Hardware Maint/Replace	44	-	-	-	-
7208 Repair/Maintenance Supplies	8,447	-	-	-	-
7209 Janitorial Supplies	2,295	-	499	-	-
7210 Building Supplies	311	-	-	-	-
7211 Computer Components	-	-	62	-	-
7804 Medical Supplies	124	-	38,538	-	-
7810 Special Departmental Supplies	3,133	-	43,837	-	-
TOTAL SUPPLIES	14,806	-	83,064	-	-
FIXED ASSETS					
8401 Wastewater Infrastructure	-	-	1,000,000	-	-
TOTAL FIXED ASSETS	-	-	1,000,000	-	-
DEPARTMENT TOTAL	474,130	-	11,256,047	-	-

Human Resources Division

Program Description:

The Human Resources team works collaboratively to develop and administer programs that are designed to increase the effectiveness of staff and the organization. The division provides the full range of human resource services to all City departments, and where applicable, residents and visitors to our community. The primary functions of this division include recruitment and selection, employee benefits administration, wellness, performance management, training, organizational development, personnel data maintenance, volunteer management, state and federal reporting, MOU (Memorandum of Understanding) administration, employee assistance, and labor and employee relations.

Program Objectives:

- Facilitate the recruitment, selection, retention, and promotion of individuals to ensure a talented, diverse workforce
- Market a comprehensive and economical employee compensation and benefits package to attract and retain the highest caliber employees
- Support employee engagement by providing an effective onboarding process and continued training and professional development opportunities
- Ensure compensation and performance management processes are designed to maximize performance and align with the goals of the organization
- Revise and implement Personnel Rules and Regulations and Administrative Policies that create a consistent, positive, and productive organizational culture
- Utilize technology in all aspects of Human Resources to create a cost-effective and efficient operation
- Build upon the Volunteer & Intern Resources program including enhancing the volunteer and intern program and increasing community awareness and involvement through enhanced outreach

Accomplishments for Fiscal Year 2021-22:

Fiscal Year-to-date:

- Recruited and filled 115 positions
- Provided training to employees on sexual harassment, active shooter, driving safety, safe lifting, communication skills, bloodborne pathogens, asbestos awareness, lockout/tagout, COVID-19 prevention and pandemic response, customer service, diversity and inclusion, bullying, time management, workplace violence, change management, IIPP, security awareness, ergonomics, ethics, performance evaluations, supervisory skills, and employee leaves.
- Installed AED devices and provided training to six City locations
- Managed the pandemic and its impact on employees including maintenance of a COVID-19 prevention program.
- Implemented a new online Performance Evaluation management program.
- Created and introduced a telework program for city employees.
- Developed and implemented enhancements to our Workers Compensation program to provide more efficient service to employees.
- Maintained compliance with the Affordable Care Act.

- Revised the Personnel Rules and Regulations to maintain compliance with new legislation.
- Coordinated annual employee appreciation event.
- Introduced new benefits for pet care and college savings plans
- Provided wellness events including mental health webinars and Walktober 10K a day challenge.
- Developed and implemented a new employee orientation and year-long onboarding program.

**DEPARTMENT/DIVISION
HUMAN RESOURCES**

FUND
GENERAL FUND

ORGKEY
101125

OBJECT	2020-21 ACTUAL (AUDITED)	2021-22 ADJUSTED BUDGET	2021-22 12 MONTH ESTIMATED	2022-23 CITY COUNCIL ADOPTED	2023-24 CITY COUNCIL ADOPTED
SALARIES AND BENEFITS					
5001 Salaries: Full-Time	157,686	230,879	191,248	460,384	479,193
5002 Salaries: Part-Time	100	-	-	-	-
5202 Holiday Pay	295	-	1,161	-	-
5203 Bonus	878	-	-	-	-
5204 Accrual Payout	1,437	-	4,371	-	-
5301 Banked Leave Buy Back	2,480	7,323	1,479	10,352	14,725
5401 Pension Contributions	41,150	67,549	56,744	115,705	122,511
5501 FICA/Medicare	11,124	16,665	13,850	28,987	30,507
5601 Deferred Compensation	13,618	3,918	11,926	5,655	5,655
5701 Health/Dental Insurance	15,021	26,584	18,943	47,440	48,209
5702 Workers' Comp Insurance	19,136	21,106	21,106	24,321	26,295
5703 Disability Insurance	267	377	230	415	441
5704 Unemployment Insurance	171	1,107	1,376	1,975	1,975
5705 Life Insurance	93	161	123	287	287
5801 Vehicle Allowance	-	-	-	-	-
5802 Eyecare Reimbursement	830	574	574	1,024	1,024
5803 Clothing Allowance	240	240	240	240	240
5903 Other Taxable Benefits	1,269	2,713	2,713	2,881	2,881
5904 Tuition Reimbursement	-	-	2,000	-	-
TOTAL SALARIES AND BENEFITS	265,795	379,196	328,084	699,666	733,943
SERVICES					
6005 License & Permits	50	-	50	-	-
6007 Penalties and Interest	-	-	5	-	-
6102 Legal Services	31,191	20,000	20,000	22,000	24,500
6105 Medical/Physicals	8,422	15,000	15,000	16,000	17,500
6304 Telephone	1,456	1,500	626	-	-
6401 Meeting & Prof Development	2,096	2,000	2,000	2,200	2,400
6402 Travel Expense/Reimbursement	-	3,000	3,000	3,500	3,500
6505 Retiree Health Insurance	3,456,395	4,230,000	4,064,448	4,568,400	4,933,872
6601 Postage	736	1,000	1,000	1,000	1,000
6702 Fingerprinting	2,153	-	4,047	8,500	8,500
6703 Software Support/Development	544	1,875	2,134	22,275	2,275
6710 Special Contractual Services	492	1,000	250	1,000	1,000
6802 Info Tech Service Charges	106,999	46,296	46,296	94,810	101,994
6803 City Garage Charges	4,449	5,382	-	-	-
6901 Printing and Binding	94	1,500	4	1,000	1,000
6902 Advertising	-	500	-	500	500
6906 Office Equip & Furn Rent	5,958	7,500	7,500	8,250	9,075
6909 Subscriptions & Memberships	19	5,500	5,500	5,500	6,000
TOTAL SERVICES	3,621,054	4,342,053	4,171,860	4,754,935	5,113,116
SUPPLIES					
7001 Books & Supplies	149	550	550	500	500
7002 Office Supplies	1,262	2,300	2,000	2,500	2,500
7003 Awards/Recognition Prgm	5,305	10,500	10,500	12,000	12,000
7101 Office Equipment & Furniture	-	5,000	1,500	5,000	5,000
7211 Computer Components	-	3,000	1,000	3,000	3,000
7806 Promotional Supplies	-	800	-	800	800
7807 Food	88	1,200	1,200	2,500	2,500
7810 Special Departmental Supplies	960	3,000	3,000	3,000	3,000
TOTAL SUPPLIES	7,764	26,350	19,750	29,300	29,300
DIVISION TOTAL	3,894,613	4,747,599	4,519,694	5,483,901	5,876,359
DEPARTMENT TOTAL	5,090,345	6,348,627	6,085,104	7,312,037	7,667,449

Risk Management Division

Program Description:

The Risk Management Division identifies, assesses, and controls risk to the City and ensures a safe and secure work environment. The division manages the processing of all property and general liability claims filed against the City. The division also establishes the City's insurance needs and works with the City's broker to procure appropriate levels of insurance coverage for property and general liability, workers' compensation, crime, and various other policies.

The City contracts with a third-party administrator (TPA) that ensures compliance with all regulations regarding the administration and investigation of all claims. The TPA coordinates with the Risk Management staff, City Attorney, City Manager, and City Council as needed.

Program Objectives:

- Identify potential liability exposures and address them in a proactive, not reactive, manner
- Work closely with the City Attorney and TPA to expedite the disposition of all claims presented to the City
- Ensure maintenance of a database of all claims filed against the City
- Prepare analysis as needed related to the City's need for excess liability insurance
- Act as liaison with the City's insurance broker in the procurement of all property and liability insurance policies maintained by the City
- Assist other departments with insurance-related issues
- Review proposed contractual agreements for appropriate levels of insurance coverage maintained by the other party before the City enters into the agreement
- Review proposed contractual agreements wherein the City must provide coverage, recommend acceptance, or voice concerns and alternative solutions
- Compile and submit the necessary documentation to the City's insurance carriers for reimbursement of losses incurred and for which the City has insurance coverage
- Pursue the City's subrogation rights for property losses caused by others

**DEPARTMENT/DIVISION
RISK MANAGEMENT**

FUND
LIABILITY SELF INSURANCE FUND

ORGKEY
602900

OBJECT	2020-21 ACTUAL (AUDITED)	2021-22 ADJUSTED BUDGET	2021-22 12 MONTH ESTIMATED	2022-23 CITY COUNCIL ADOPTED	2023-24 CITY COUNCIL ADOPTED
SALARIES AND BENEFITS					
5001 Salaries: Full-Time	86,088	100,252	88,827	166,828	172,402
5202 Holiday Pay	145	-	310	-	-
5204 Accrual Payout	551	-	458	-	-
5301 Banked Leave Buy Back	1,798	2,767	1,277	2,719	2,967
5401 Pension Contributions	28,388	29,233	26,841	29,842	30,938
5501 FICA/Medicare	6,088	7,482	6,336	7,550	7,727
5601 Deferred Compensation	2,770	1,427	3,528	1,427	1,427
5701 Health/Dental Insurance	9,502	12,024	9,888	11,376	11,821
5702 Workers' Comp Insurance	4,779	5,208	5,208	2,766	2,991
5703 Disability Insurance	107	189	90	207	220
5704 Unemployment Insurance	98	521	581	521	521
5705 Life Insurance	60	76	66	76	76
5802 Eyecare Reimbursement	45	270	270	270	270
5803 Clothing Allowance	90	120	120	120	120
5901 Compensated Absences Expense	(1,952)	-	-	-	-
5903 Other Taxable Benefits	173	960	960	960	960
TOTAL SALARIES AND BENEFITS	138,730	160,529	144,760	224,661	232,439
SERVICES					
6102 Legal Services	138,107	150,000	215,000	235,000	258,500
6401 Meeting & Prof Development	125	800	800	900	900
6402 Travel Expense/Reimbursement	-	800	800	900	900
6501 Settlements/Judgments	-	10,000	-	10,000	10,000
6502 Property Insurance	735,731	1,005,732	975,765	1,313,170	1,575,804
6505 Retiree Health Insurance	11,164	8,000	12,000	13,200	14,500
6506 Premiums for Excess Coverage	1,118,947	1,307,000	1,272,245	1,557,000	1,790,550
6507 Liability Claims	1,735,798	500,000	500,000	550,000	610,000
6510 Other Insurance	6,891	7,000	15,594	17,160	18,876
6601 Postage	-	100	100	100	100
6710 Special Contractual Services	65,118	70,000	69,000	77,000	77,000
6802 Info Tech Service Charges	78,005	68,333	68,333	11,851	12,749
6901 Printing and Binding	-	100	-	100	100
6906 Office Equip & Furn Rent	713	-	721	750	750
6909 Subscriptions & Memberships	3,665	150	150	175	175
TOTAL SERVICES	3,894,264	3,128,015	3,130,508	3,787,306	4,370,904
SUPPLIES					
7002 Office Supplies	-	500	500	500	500
TOTAL SUPPLIES	-	500	500	500	500
FUND TOTAL	4,032,994	3,289,044	3,275,768	4,012,467	4,603,843

Workers' Compensation Division

Program Description:

The City of Redlands is self-insured for its Workers' Compensation and contracts with a third-party administrator (TPA) whose focus is to keep abreast of the continually changing Workers' Compensation laws and regulations, assure that the City maintains compliance with these changes, and most importantly facilitates the care needed to return the employee to their pre-injury status. The Workers' Compensation program provides employee treatment through a wide network of healthcare practitioners. To reach the goal of returning an employee to their pre-injury productivity the City, whenever possible, provides modified duty. Modified duty allows the employee to remain an active and productive member of the organization while still recuperating from their injury.

Program Objectives:

- Monitor the performance of the City's TPA for efficiency, service standards, and cost-effectiveness
- Analyze accident data, identify root causes, and coordinate with the department on the implementation of programs to reduce the number of work-related injuries and illnesses
- Implement a wellness-rich environment where employees are provided the tools necessary to realize the healthiest lifestyle possible
- Review status of claims with the TPA adjuster and the City's legal counsel
- Administer the Disability and Industrial Disability Retirement programs in a fiscally responsible manner
- Facilitate a return-to-work (RTW) program for those employees able to work modified duty to reduce time away from work due to injury
- Mitigate potential claims by addressing work/health issues brought forward by employees

**DEPARTMENT/DIVISION
WORKERS' COMPENSATION**

FUND
WORKERS' COMPENSATION FUND

ORGKEY
606951

OBJECT	2020-21 ACTUAL (AUDITED)	2021-22 ADJUSTED BUDGET	2021-22 12 MONTH ESTIMATED	2022-23 CITY COUNCIL ADOPTED	2023-24 CITY COUNCIL ADOPTED
SALARIES AND BENEFITS					
5001 Salaries: Full-Time	90,409	102,670	83,723	121,112	125,128
5202 Holiday Pay	145	-	231	-	-
5204 Accrual Payout	604	-	3,726	-	-
5301 Banked Leave Buy Back	1,883	2,748	1,416	2,202	2,446
5401 Pension Contributions	30,885	29,984	24,740	30,013	31,212
5501 FICA/Medicare	6,688	7,664	6,444	7,553	7,755
5601 Deferred Compensation	2,770	1,904	3,895	1,888	1,888
5701 Health/Dental Insurance	8,748	10,086	7,438	9,955	10,206
5702 Workers' Comp Insurance	48,988	-	-	-	-
5703 Disability Insurance	107	189	90	207	220
5704 Unemployment Insurance	98	477	537	477	477
5705 Life Insurance	47	69	41	69	69
5802 Eyecare Reimbursement	45	248	248	248	248
5803 Clothing Allowance	90	120	120	120	120
5901 Compensated Absences Expense	(7,123)	-	-	-	-
5903 Other Taxable Benefits	291	1,101	1,101	945	945
TOTAL SALARIES AND BENEFITS	184,675	157,260	133,750	174,789	180,713
SERVICES					
6102 Legal Services	170,634	165,000	85,000	150,000	165,000
6106 Other Professional Services	21,721	23,608	23,908	23,908	24,678
6401 Meeting & Prof Development	-	500	425	550	600
6402 Travel Expense/Reimbursement	-	1,000	1,000	1,200	1,200
6505 Retiree Health Insurance	24,091	15,000	11,031	15,000	16,500
6506 Premiums for Excess Coverage	163,478	210,682	-	241,188	277,366
6509 Worker's Comp Claims	2,452,260	1,300,000	1,600,000	1,500,000	1,650,000
6710 Special Contractual Services	109,382	171,384	200,914	212,095	224,215
6802 Info Tech Service Charges	59,970	45,555	45,555	159,992	172,116
6804 General Govt Service Charge	44,057	45,075	45,075	48,947	51,394
6901 Printing and Binding	13	50	-	50	50
6906 Office Equip & Furn Rent	713	-	721	750	750
TOTAL SERVICES	3,046,319	1,977,854	2,013,629	2,353,680	2,583,869
SUPPLIES					
7002 Office Supplies	-	300	300	300	300
7101 Office Equipment & Furniture	-	1,500	1,500	1,500	1,500
TOTAL SUPPLIES	-	1,800	1,800	1,800	1,800
DIVISION TOTAL	3,230,994	2,136,914	2,149,179	2,530,269	2,766,383

Safety Division

Program Description:

Employee safety is an organizational responsibility first and foremost, as well as a personal responsibility. The Safety Division of the Human Resources Department is responsible for providing the tools and information necessary for each City division to function at its optimal safety level. To this end, we facilitate the required training our employees are required to maintain to continue working in compliance with OSHA and other regulatory agencies.

Program Objectives:

- Provide a safe work environment for City employees
- Inspect job locations to ensure safe working environments and practices
- Decrease the number of on-the-job injuries
- Comply with OSHA mandates for training and reporting
- Review and update the City's Injury and Illness Prevention Program
- Instill the advantages of safe work behavior in every employee, every day
- Furnish information and resources to departments to develop programs that will help enable them to realize a reduction in the number of preventable injuries
- Coordinate and oversee the City's Safety Committee, develop and implement goals and objectives

**DEPARTMENT/DIVISION
SAFETY PROGRAM**

FUND
WORKERS' COMPENSATION FUND

ORGKEY
606952

OBJECT	2020-21 ACTUAL (AUDITED)	2021-22 ADJUSTED BUDGET	2021-22 12 MONTH ESTIMATED	2022-23 CITY COUNCIL ADOPTED	2023-24 CITY COUNCIL ADOPTED
SALARIES AND BENEFITS					
5001 Salaries: Full-Time	95,247	108,507	97,627	100,789	102,332
5202 Holiday Pay	74	-	218	-	-
5204 Accrual Payout	831	-	2,368	-	-
5301 Banked Leave Buy Back	2,062	2,974	1,848	2,840	2,972
5401 Pension Contributions	26,148	31,663	29,282	31,876	32,977
5501 FICA/Medicare	7,090	8,336	7,408	8,264	8,390
5601 Deferred Compensation	1,858	1,792	2,658	1,776	1,776
5701 Health/Dental Insurance	10,602	12,323	11,072	11,878	12,349
5702 Workers' Comp Insurance	665	-	-	-	-
5703 Disability Insurance	67	94	58	104	110
5704 Unemployment Insurance	107	521	551	521	521
5705 Life Insurance	53	76	57	76	76
5802 Eyecare Reimbursement	248	270	270	270	270
5803 Clothing Allowance	60	60	60	60	60
5903 Other Taxable Benefits	176	648	648	570	570
TOTAL SALARIES AND BENEFITS	145,288	167,264	154,125	159,023	162,402
SERVICES					
6105 Medical/Physicals	-	2,500	-	2,500	2,500
6401 Meeting & Prof Development	-	1,000	1,000	1,000	1,000
6402 Travel Expense/Reimbursement	-	1,000	-	1,000	1,000
6403 Training	-	5,000	5,000	5,000	5,000
6703 Software Support/Development	-	4,200	-	4,500	4,500
6710 Special Contractual Services	-	1,000	-	1,000	1,000
6804 General Govt Service Charge	5,830	5,965	5,965	6,477	6,801
6901 Printing and Binding	-	200	-	100	100
6909 Subscriptions & Memberships	250	150	-	300	300
TOTAL SERVICES	6,080	21,015	11,965	21,877	22,201
SUPPLIES					
7001 Books & Supplies	-	1,000	1,000	1,000	1,000
7002 Office Supplies	-	500	500	500	500
7004 Uniform/Safety Clothing	-	425	15	400	400
7102 Small Tools & Equipment	-	500	5,357	1,000	1,000
7806 Promotional Supplies	4,914	20,000	200	20,000	20,000
7810 Special Departmental Supplies	2,333	500	500	500	500
TOTAL SUPPLIES	7,247	22,925	7,572	23,400	23,400
DIVISION TOTAL	158,615	211,204	173,662	204,300	208,003

Training Division

Program Description:

The Human Resources Department is responsible for coordination and oversight of citywide employee training. Focus is directed toward employee development that will apply throughout all levels of the organization to meet necessary skills and provide a network of mentoring and leadership training.

Program Objective:

- Provide a comprehensive menu of training programs to educate employees and ensure the fluid transition for the future, including:
 - Supervisory Training
 - Employee Training
 - Employee Orientation
 - Leadership Development
- Continue to enhance and utilize technology-based management of training programs and training records
- Development of a succession-style training program to develop talent in-house
- Creating feeder positions and career paths to increase tenure and engagement
- Continue compliance with State and Federal training mandates
- Provide educational programs to encourage individual professional development and growth

**DEPARTMENT/DIVISION
TRAINING PROGRAM**

FUND
WORKERS' COMPENSATION FUND

ORGKEY
606953

OBJECT	2020-21 ACTUAL (AUDITED)	2021-22 ADJUSTED BUDGET	2021-22 12 MONTH ESTIMATED	2022-23 CITY COUNCIL ADOPTED	2023-24 CITY COUNCIL ADOPTED
SALARIES AND BENEFITS					
5001 Salaries: Full-Time	84,867	161,335	133,542	170,589	177,050
5202 Holiday Pay	79	-	983	-	-
5204 Accrual Payout	1,091	-	2,499	-	-
5301 Banked Leave Buy Back	1,712	3,154	1,508	3,503	3,691
5401 Pension Contributions	23,097	47,068	39,687	48,756	51,341
5501 FICA/Medicare	6,450	12,399	10,357	12,672	13,074
5601 Deferred Compensation	1,686	2,394	2,594	2,378	2,378
5701 Health/Dental Insurance	8,782	20,984	15,581	18,440	19,239
5702 Workers' Comp Insurance	410	-	-	-	-
5703 Disability Insurance	120	94	108	104	110
5704 Unemployment Insurance	107	825	1,078	825	825
5705 Life Insurance	47	120	92	120	120
5802 Eyecare Reimbursement	23	428	428	428	428
5803 Clothing Allowance	120	60	120	60	60
5903 Other Taxable Benefits	168	753	753	675	675
5904 Tuition Reimbursement	47,848	80,000	80,000	80,000	80,000
TOTAL SALARIES AND BENEFITS	176,607	329,614	289,330	338,549	348,990
SERVICES					
6401 Meeting & Prof Development	376	2,000	2,000	2,200	2,400
6402 Travel Expense/Reimbursement	-	3,000	3,000	3,300	3,600
6403 Training	184	12,000	12,000	15,000	15,000
6703 Software Support/Development	21,870	21,291	21,428	25,321	27,677
6710 Special Contractual Services	-	1,500	-	3,000	3,300
6804 General Govt Service Charge	14,618	14,955	14,955	16,240	17,052
6901 Printing and Binding	-	500	-	500	500
TOTAL SERVICES	37,048	55,246	53,383	65,561	69,529
SUPPLIES					
7001 Books & Supplies	53	1,000	500	1,000	1,000
7002 Office Supplies	-	500	500	500	500
7101 Office Equipment & Furniture	-	5,000	350	5,000	5,000
7211 Computer Components	-	1,500	500	1,500	1,500
TOTAL SUPPLIES	53	8,000	1,850	8,000	8,000
DIVISION TOTAL	213,708	392,860	344,563	412,110	426,519
FUND TOTAL	3,603,317	2,740,978	2,667,404	3,146,679	3,400,905

City Attorney

Mission Statement:

The City Attorney's Office is dedicated to professionally providing the highest quality legal services for all City matters in the most efficient, effective, and economical manner practical to help attain the City Council's goals and the City Departments' program objectives.

Departmental Goals:

- Proactively provide high quality, ethical, and timely legal advice to the City Council, City Manager, City Departments, and appointed boards and commissions, to assist the City Council and City Departments' achieve their goals and objectives.
- Resolve all legal disputes efficiently and cost-effectively, while protecting the City's legal interests.

Sustainability Efforts:

- Inclusion of sustainable measures in public project contracts and procurement documents.
- Continued progress towards "paperless" processes and operations where possible, practical, and effective.
- Purchase and use of recycled paper for copying and printing, and other available recycled products.
- The ongoing effort to scan and store files electronically.

Program Description:

The City Attorney is responsible for providing legal advice and representation to the City Council, City Manager, and City employees, as well as to City Council appointed commissions and boards, as needed. The City Attorney also oversees the prosecution of violations of the City's Municipal Code to ensure compliance with City, state, and federal laws and, regulations, and monitors all City legal matters involving the use of special counsel. The City Attorney also serves as general counsel to the Successor Agency to the former Redevelopment Agency of the City of Redlands.

Program Objectives:

- Provide the highest quality legal services by drafting and/or providing a timely review of all ordinances, resolutions, contracts, and other legal documents in the normal course of City business
- Ensure services are being provided to the City Council and staff as required or permitted by law
- Ensure cost-effective Governmental claim defense and litigation services while assisting, reviewing, and effectively monitoring special counsel services
- Administer and coordinate the City's administrative citation program to ensure compliance with the City's Code and enhance cost recovery for Code Enforcement efforts
- Input, coordinate with all City departments and review the City's compliance with subpoena requests, and requests for documents under the California Public Records Act

Accomplishments for Fiscal Year 2021-22:

- The City Attorney supported the City Council, City Manager, and all City departments, boards, commissions, and committees in achieving the City Council's goals while limiting risk and costs to the taxpayers.
- Completed 571 public records requests.
- Closed 8 lawsuits.

**DEPARTMENT/DIVISION
CITY ATTORNEY**

FUND
GENERAL FUND

ORGKEY
101150

OBJECT	2020-21 ACTUAL (AUDITED)	2021-22 ADJUSTED BUDGET	2021-22 12 MONTH ESTIMATED	2022-23 CITY COUNCIL ADOPTED	2023-24 CITY COUNCIL ADOPTED
SALARIES AND BENEFITS					
5001 Salaries: Full-Time	363,978	382,198	369,372	367,031	379,784
5202 Holiday Pay	660	-	566	-	-
5203 Bonus	585	-	-	-	-
5204 Accrual Payout	16,855	-	389,322	-	-
5301 Banked Leave Buy Back	1,618	25,598	1,699	42,574	44,429
5401 Pension Contributions	100,838	111,569	109,295	106,688	113,252
5501 FICA/Medicare	19,580	20,900	26,445	21,032	21,611
5601 Deferred Compensation	59,471	27,468	32,627	7,744	8,000
5701 Health/Dental Insurance	38,576	39,440	36,620	27,706	29,091
5702 Workers' Comp Insurance	3,411	3,837	3,837	5,533	5,982
5704 Unemployment Insurance	213	955	998	955	955
5705 Life Insurance	139	137	145	139	139
5802 Eyecare Reimbursement	-	495	495	495	495
5803 Clothing Allowance	180	740	740	-	-
5903 Other Taxable Benefits	-	-	-	756	756
TOTAL SALARIES AND BENEFITS	606,104	613,337	972,161	580,652	604,496
SERVICES					
6102 Legal Services	52,990	30,000	135,507	150,000	157,500
6304 Telephone	1,885	2,000	1,191	2,000	2,100
6401 Meeting & Prof Development	-	1,000	-	1,250	1,313
6402 Travel Expense/Reimbursement	-	500	-	3,000	3,150
6403 Training	645	800	50	1,000	1,050
6601 Postage	202	300	176	185	194
6802 Info Tech Service Charges	17,558	18,518	18,518	23,702	25,499
6901 Printing and Binding	17	200	2,241	2,353	2,471
6909 Subscriptions & Memberships	9,362	9,885	8,793	9,409	10,068
TOTAL SERVICES	82,659	63,203	166,476	192,899	203,344
SUPPLIES					
7001 Books & Supplies	66	1,300	100	1,300	1,365
7002 Office Supplies	47	500	207	500	525
7101 Office Equipment and Furniture	-	-	714	100	105
TOTAL SUPPLIES	113	1,800	1,021	1,900	1,995
DEPARTMENT TOTAL	688,876	678,340	1,139,658	775,451	809,835

Management Services / Finance Department

Mission Statement:

The mission of the Management Services / Finance Department is to provide effective and timely support services involving a wide range of internal administrative functions to City departments and to play an integral role in enhancing each department's ability to better serve the Redlands community. Towards these efforts, the department focuses on effective management of City finances, sound internal controls, and meaningful financial reporting. The department is also responsible for supporting automation and process efficiencies through technology and works proactively to develop, research, and recommend the best technical solutions to facilitate positive interaction with our City departments, residents, businesses, and visitors.

Departmental Description:

The Management Services / Finance Department is comprised of the following divisions:

- Finance Administration
- Revenue, Office of the Treasurer
- Utility Billing Customer Service
- Innovation & Technology / GIS

The department is focused on providing exceptional customer service to both its internal customers, as well as the community and public at large. The department reports the financial state of the City and ensures the needs of each division are met to better serve the community at all times.

The Management Services Department was created by merging the former departments of Finance and Innovation & Technology to provide added efficiencies, a transition to a new financial information system, and promote responsiveness in the provision of internal services for City departments.

The department is responsible for providing the following major services to the City and its constituents:

- Annual Budget and Financial Reporting
- Support of Treasury Management and Investment through the City Treasurer
- Business License Registrations and Annual Renewals
- Processing Accounts Payable, Accounts Receivable, and Payroll Administration
- Utility Billing and Customer Service for Water, Wastewater, and Solid Waste customers
- Management of the City's IT Network Infrastructure and Equipment
- Administration of the City's Geographic Information Systems database and applications

Finance

Program Description:

This division performs the functions of administration, accounting, budgeting, payroll, accounts payable, and accounts receivable. Other responsibilities of the division include administration of all City-related debts/bonds, preparation of regular financial analysis, responsibility for the annual budget process and spending oversight, the performance of periodic internal audits of City operations, as well as coordination of the City's annual audit and preparation of all related reports as required by law.

Program Objectives:

- Prepare an Annual Comprehensive Financial Report (ACFR) that presents an accurate financial picture of the City to the public, financial institutions, and bond rating agencies.
- Plan and coordinate the annual budget process producing a document for adoption by the City Council no later than June 30th of each fiscal year.
- Prepare and submit required reports to State and Federal Agencies.
- Prepare and distribute monthly financial information to all departments by the 20th of each month.
- Prepare and distribute a monthly General Fund Revenue and Expenditure Summary report to the City Council per the City Council's Strategic Plan.
- Prepare and distribute a quarterly General Fund Additional Appropriations report to the City Council per the City Council's Strategic Plan.
- Plan and coordinate the annual audits of the City, Successor Agency to the Former Redevelopment Agency, Gas Tax, and Measure I funds, as well as other grant-related audits as required by federal law.

Accomplishments for Fiscal Year 2021-22:

- Completed continuous enhancements to our new enterprise resource planning system, Tyler Munis, alongside technical support from the Division of Innovation & Technology
- Provided continuous support to the Measure T Oversight Committee to ensure Fiscal Accountability.
- Completed the City's Annual Financial Report for the Year Ended June 30, 2021, and submitted the completed document to the GFOA for the Award of Excellence in Financial Reporting, an award that we have received for the last eighteen years.
- Completed all financial reports as required by law, including the AB 1600 Report on Development Impact Fees, the Recognized Obligation Payment Schedules as required for the Successor Agency, the State Controller's City Financial Transactions report, and the State Controller's Local Government Compensation report.
- Monitored and reported on the City's budget throughout the year and worked with the City Manager, Executive Team, and support staff to develop a two-year budget for the fiscal year 2022-23 and fiscal year 2023-24.

DEPARTMENT/DIVISION
FINANCE

FUND
GENERAL FUND

ORGKEY
101501

OBJECT	2020-21 ACTUAL (AUDITED)	2021-22 ADJUSTED BUDGET	2021-22 12 MONTH ESTIMATED	2022-23 CITY COUNCIL ADOPTED	2023-24 CITY COUNCIL ADOPTED
SALARIES AND BENEFITS					
5001 Salaries: Full-Time	598,963	685,265	574,185	689,010	713,691
5101 Overtime Salaries	6,919	8,000	10,000	10,000	10,000
5202 Holiday Pay	10,227	-	9,134	-	-
5203 Bonus	1,796	-	-	-	-
5204 Accrual Payout	27,413	-	34,510	-	-
5301 Banked Leave Buy Back	14,070	25,372	16,146	23,150	27,725
5401 Pension Contributions	169,145	200,643	161,542	204,431	216,775
5501 FICA/Medicare	47,783	53,212	44,502	53,525	55,701
5601 Deferred Compensation	5,667	6,935	5,614	7,252	7,506
5701 Health/Dental Insurance	88,261	100,778	83,729	90,214	93,797
5702 Workers' Comp Insurance	28,462	31,521	31,521	30,430	32,901
5703 Disability Insurance	1,860	2,209	2,298	2,411	2,465
5704 Unemployment Insurance	725	3,906	3,900	4,032	4,049
5705 Life Insurance	2,751	567	483	585	588
5802 Eyecare Reimbursement	1,536	2,025	2,025	2,090	2,099
5803 Clothing Allowance	900	1,200	1,200	1,200	1,200
5903 Other Taxable Benefits	2,352	8,063	8,063	12,778	12,838
TOTAL SALARIES AND BENEFITS	1,008,830	1,129,696	988,852	1,131,108	1,181,335
SERVICES					
6004 Bank/Collection Agent Fees	34,705	30,000	30,000	31,500	33,100
6007 Penalties and Interest	58,457	-	1,000	1,000	1,000
6008 State Mandated Fees	-	-	2,770	-	-
6102 Legal Services	-	-	468	1,000	1,000
6104 Auditing and Accounting	48,739	108,238	128,500	65,475	67,514
6106 Other Professional Services	123,546	329,714	313,745	272,540	270,785
6304 Telephone	601	800	800	850	900
6401 Meeting & Prof Development	616	8,750	8,750	9,415	10,098
6402 Travel Expense/Reimbursement	-	500	500	525	550
6403 Training	2,344	3,700	3,700	3,885	4,100
6601 Postage	5,585	8,000	8,000	8,400	8,850
6703 Software Support/Development	360	19,688	22,500	22,625	22,800
6710 Special Contractual Services	723	2,369	2,369	2,500	2,750
6802 Info Tech Service Charges	40,928	45,100	45,100	160,364	170,242
6901 Printing and Binding	818	1,200	1,200	1,250	1,300
6902 Advertising	450	1,500	1,500	1,575	1,650
6906 Office Equip & Furn Rent	3,515	2,800	3,700	3,900	4,100
6909 Subscriptions & Memberships	1,224	2,389	2,399	2,665	2,930
TOTAL SERVICES	322,611	564,748	577,001	589,469	603,669

**DEPARTMENT/DIVISION
FINANCE**

FUND
GENERAL FUND

ORGKEY
101501

OBJECT	2020-21 ACTUAL (AUDITED)	2021-22 ADJUSTED BUDGET	2021-22 12 MONTH ESTIMATED	2022-23 CITY COUNCIL ADOPTED	2023-24 CITY COUNCIL ADOPTED
SUPPLIES					
7002 Office Supplies	9,095	17,850	19,850	26,250	23,735
7003 Awards/Recognition Prgm	610	650	650	685	700
7004 Uniform/Safety Clothing	41	100	100	105	110
7101 Office Equipment & Furniture	-	-	431	-	-
7810 Special Departmental Supplies	-	1,500	1,500	1,575	1,650
7901 Non-Capital Expenditures	-	-	21,900	-	-
TOTAL SUPPLIES	9,746	20,100	44,431	28,615	26,195
FIXED ASSETS					
8501 Other Betterments/Improv	-	60,000	90,000	-	-
TOTAL FIXED ASSETS	-	60,000	90,000	-	-
DEBT SERVICE					
9101 Interest	-	-	435	-	-
	-	-	435	-	-
DIVISION TOTAL	1,341,187	1,774,544	1,700,719	1,749,192	1,811,199

Revenue

Program Description:

The Revenue Division has the responsibility for and authorization to collect all city monies and deposit all cash receipts in authorized banks; to maintain and balance records of receipts and disbursements; to responsibly invest city funds through secure, approved methods; to submit quarterly investment reports in compliance with the approved investment policy; and to keep and monitor deposit accounts and records for collateral pledged by banks as security for public funds. The elected City Treasurer oversees the investment responsibilities of this division.

The Division issues business licenses, dog licenses, transient occupancy tax forms, yard sale permits, and preferential parking permits to the public. Staff provide information service at the front counter, the collection of payments for city utility bills, invoices, fees and permits for all city departments and investment revenue for city funds.

Program Objectives:

- Increase departmental efficiency through training, technology, and continual updates of office procedures
- Maintain an investment portfolio and provide reports that are in compliance with Federal and State laws and the City's investment policy
- Maintain an investment portfolio with liquidity to meet the City's budgeted expenditure needs for at least six months
- Update internal procedures as required by changes to the Redlands Municipal Code as it impacts permitted activities or other tax and fee requirements
- Maintain proper internal controls over the City's cash and investments
- Implement the City's Preferential Parking Zone program
- Oversee the Business License program, in coordination with HdL Business License division
- Manage the City's Dog Licensing program, in coordination with the Police Department's Animal Services division
- Coordinate the payment for permits with various City departments to ensure all requirements are met before accepting payment
- Manage all incoming and outgoing ACH, wire or other online banking transactions
- Provide administrative support for the City Treasurer

Accomplishments for Fiscal Year 2021-22:

- Providing online forms for customers to apply for dog licenses, residential parking permits, and yard sales online in an effort to streamline services for customers
- Enhanced procedures for monitoring and projecting cash flow and revenue analysis
- Continued implementation of the business license program through HdL Business License staff
- Conversion of hard copy records to digital records using Laserfische software
- Training of cash handling procedures for Customer Service / Utility Billing staff using Zoom
- Facilitating customer payments in real-time for permit customers during the COVID-19 closure of City Hall to the public
- Preparation of the City Treasurer's Quarterly Investment Reports
- Updated City investment policies and procedures in coordination with City Treasurer
- In coordination with other City departments, delinquent administrative citations and municipal services accounts were enrolled on the County's special assessment tax rolls as liens
- Continued to coordinate with the City's banking providers to ensure account security and best practices were implemented

**DEPARTMENT/DIVISION
REVENUE**

FUND
GENERAL FUND

ORGKEY
101502

OBJECT	2020-21 ACTUAL (AUDITED)	2021-22 ADJUSTED BUDGET	2021-22 12 MONTH ESTIMATED	2022-23 CITY COUNCIL ADOPTED	2023-24 CITY COUNCIL ADOPTED
SALARIES AND BENEFITS					
5001 Salaries: Full-Time	165,241	315,198	228,593	351,454	361,561
5002 Salaries: Part-Time	-	6,000	-	-	-
5006 Elected Official Compensation	6,018	6,500	6,500	16,800	16,800
5101 Overtime Salaries	3,916	2,000	750	1,500	1,750
5202 Holiday Pay	6,110	-	13,481	-	-
5203 Bonus	259	-	-	-	-
5204 Accrual Payout	42,551	-	2,299	-	-
5301 Banked Leave Buy Back	6,599	8,977	5,350	8,694	10,004
5401 Pension Contributions	53,770	92,485	71,935	104,526	110,098
5501 FICA/Medicare	16,886	24,930	18,949	28,764	29,610
5601 Deferred Compensation	1,128	3,225	1,776	3,711	3,749
5701 Health/Dental Insurance	24,830	43,848	32,160	45,227	46,256
5702 Workers' Comp Insurance	15,068	16,720	16,720	13,118	14,183
5703 Disability Insurance	1,018	944	1,001	1,793	1,861
5704 Unemployment Insurance	293	2,130	2,695	2,647	2,647
5705 Life Insurance	155	255	215	321	321
5802 Eyecare Reimbursement	214	911	911	1,148	1,148
5803 Clothing Allowance	300	450	450	750	750
5903 Other Taxable Benefits	1,021	2,409	2,409	4,338	4,338
TOTAL SALARIES AND BENEFITS	345,377	526,982	406,194	584,791	605,076
SERVICES					
6106 Other Professional Services	274,590	140,286	282,828	302,969	308,908
6304 Telephone	1,181	1,560	1,560	1,750	2,000
6401 Meeting & Prof Development	(85)	350	80	350	500
6402 Travel Expense/Reimbursement	-	200	200	250	300
6403 Training	204	500	3,650	4,000	4,200
6601 Postage	4,084	6,000	3,500	6,300	6,500
6703 Software Support/Development	9,270	9,270	9,670	13,090	10,400
6710 Special Contractual Services	5,819	5,000	7,300	7,104	7,424
6802 Info Tech Service Charges	15,268	16,855	16,855	57,405	60,997
6803 City Garage Charges	599	500	500	500	500
6901 Printing and Binding	-	500	-	500	750
6902 Advertising	-	-	250	300	350
6906 Office Equip & Furn Rent	2,356	3,000	2,600	3,000	3,300
6909 Subscriptions & Memberships	95	450	245	475	500
6911 Bad Debt Expense	-	500	500	500	500
TOTAL SERVICES	313,381	184,971	329,738	398,493	407,130
SUPPLIES					
7002 Office Supplies	2,134	8,000	3,200	8,500	8,750
7101 Office Equipment & Furniture	-	-	3,825	4,000	4,500
7211 Computer Components	-	1,500	3,800	1,750	2,000
7810 Special Departmental Supplies	-	-	557	1,000	1,500
7901 Non-Capital Expenditures	2,141	-	4,993	5,000	5,500
TOTAL SUPPLIES	4,275	9,500	16,375	20,250	22,250
DIVISION TOTAL	663,033	721,453	752,307	1,003,534	1,034,456
DEPARTMENT TOTAL	2,004,220	2,495,997	2,453,026	2,752,726	2,845,655

Division of Innovation & Technology

Mission Statement:

The mission of the Division of Innovation and Technology is to properly align IT services in support of activities that drive service delivery to residents, visitors, businesses, and the community. Top priorities include automation of manual processes, online customer self-service, open data, and integration of City records (databases) across software applications.

Division Goals:

- Migrate City's core network equipment and connections to the Data Center while simultaneously planning long-range efforts to build out the strategic network cores for 300 East State Street and the new Police Department headquarters at 1625 West Redlands Boulevard.
- Initiate Year One & Two of the City's newly adopted Six-Year IT Strategic Master Plan
 - Develop a comprehensive strategy for hardware & software lifecycle management and plan to phase out unsupported systems and equipment
 - Create an information security policy, security roadmap, and vulnerability management policy
 - Update the Business Continuity & Disaster Recovery Plan and develop a backup lifecycle strategy
- Replace Police Department mobile data computers with newer, optimized model
 - Deploy multi-factor authentication on each mobile computer
- Focus on application needs:
 - Upgrade resources for the Police Department's server supporting its CAD/RMS System
 - Research cashiering and banking automation software to enable online payments for City receivables other than utility bills
 - Facilitate e-plan check software (electronic plan review) for land management and permitting
 - Replace aging route management software for utility billing operations.
- Upgrade and replace the existing wireless mesh network solution for City facilities
- Refresh the City's voice over IP telephony equipment and application
- Conduct a security audit and penetration testing

Accomplishments for Fiscal Year 2021-22:

- Completed migration from Microsoft Exchange Server to Microsoft 365 to streamline email management and security
- Implemented storage planning and improvements: disaster recovery and data management
- Hardware replacements:
 - Continue to replace aging workstations, focus on a 5-year replacement cycle
 - Invest in a phased camera network hardware replacement plan
- GIS Master Planning
 - Worked with Esri to develop GIS governance framework
 - Provided training on GIS to staff Citywide
- IT Master Planning
 - Developed IT governance framework
 - Defined business technology strategies of greatest use to the City
 - Defined and prioritized critical IT investments over the next 6-year period

Program Description:

The Division of Innovation & Technology supports the City's technology infrastructure, data, application services, and Geographic Information System (GIS). This fund is responsible for the maintenance and lifecycle replacements of citywide infrastructure including desktops, laptops, mobile devices, network, and operations equipment. Citywide technology hardware and licensing contracts are also maintained in this

fund. The division provides technical support services to successfully implement innovative technology solutions enabling departments to better serve their constituents.

Enterprise Systems and Networks:

- Major Enterprise Application Management
- Server Room and Data Center Management
- Network, Access, and Software Security Management
- Data Storage and Redundancy Management
- Systems Integration
- Public Safety Network and Systems Support

Geographical Information Systems (GIS)

- Development, implementation, training, and support of “Mobile Apps” Citywide, both for internal and external users
- Collection, integration, and standardization of Enterprise GIS data and systems
- Aerial and street-level imagery management, analysis, deployment, and training
- Development and customization of Story Maps and other GIS-enriched online content for the public
- Customized public GIS application development on gis.cityofredlands.org
- Daily time-space based animation of Police and Fire Department field asset data
- Support of Reverse-911 system
- Internal Website support and development

Operations and Helpdesk

- Desktop hardware and systems support and management
- Mobility tools systems and support
- Software licensing and compatibility management
- Peripheral support and management (printers, plotters, scanners, etc...)
- Virus, Spyware, and Malware prevention and detection management
- Help Desk Administration

DEPARTMENT/DIVISION
DEPARTMENT OF INNOVATION AND TECHNOLOGY

FUND
INFORMATION TECHNOLOGY SERVICES FUND

ORGKEY
604900

OBJECT	2020-21 ACTUAL (AUDITED)	2021-22 ADJUSTED BUDGET	2021-22 12 MONTH ESTIMATED	2022-23 CITY COUNCIL ADOPTED	2023-24 CITY COUNCIL ADOPTED
SALARIES AND BENEFITS					
5001 Salaries: Full-Time	1,042,881	1,161,552	1,005,061	1,372,713	1,418,008
5002 Salaries: Part-Time	10,091	15,000	44,954	84,700	88,935
5101 Overtime Salaries	-	1,000	350	1,000	1,000
5202 Holiday Pay	5,480	-	7,286	-	-
5203 Bonus	2,800	-	-	-	-
5204 Accrual Payout	23,154	-	32,250	-	-
5301 Banked Leave Buy Back	16,110	37,987	9,061	34,387	44,631
5401 Pension Contributions	319,960	339,659	300,908	411,861	430,575
5501 FICA/Medicare	80,337	90,748	78,308	113,110	116,740
5601 Deferred Compensation	8,913	9,988	8,141	14,479	14,603
5701 Health/Dental Insurance	116,634	118,217	104,304	152,730	156,668
5702 Workers' Comp Insurance	28,421	31,521	31,521	41,725	45,113
5703 Disability Insurance	2,284	2,426	2,190	4,167	4,363
5704 Unemployment Insurance	1,194	5,985	6,929	8,589	8,589
5705 Life Insurance	727	806	680	995	995
5802 Eyecare Reimbursement	649	2,878	2,878	3,553	3,553
5803 Clothing Allowance	1,200	1,200	1,200	1,650	1,650
5901 Compensated Absences Expense	(23,062)	-	-	-	-
5903 Other Taxable Benefits	1,131	17,827	17,827	18,065	18,065
TOTAL SALARIES AND BENEFITS	1,638,904	1,836,794	1,653,848	2,263,724	2,353,488
SERVICES					
6106 Other Professional Services	113,801	322,015	240,000	583,000	353,000
6304 Telephone	284,804	225,200	290,000	315,000	330,750
6401 Meeting & Prof Development	-	4,000	-	5,000	6,000
6402 Travel Expense/Reimbursement	-	1,000	3,000	2,000	4,000
6403 Training	3,747	7,000	5,000	9,000	9,000
6505 Retiree Health Insurance	133,959	90,000	90,000	90,000	90,000
6601 Postage	35	50	100	75	150
6703 Software Support/Development	1,000,646	1,421,880	1,400,000	1,376,000	1,330,601
6710 Special Contractual Services	1,041	15,887	3,000	130,800	305,800
6803 City Garage Charges	1,086	1,882	1,882	2,021	2,366
6804 General Govt Service Charge	241,560	247,140	247,140	268,369	281,788
6901 Printing and Binding	4	50	50	75	150
6906 Office Equip & Furn Rent	2,546	7,500	3,000	3,000	6,500
6907 Comms Service & Rental	18,795	24,000	3,000	6,800	6,800
6909 Subscriptions & Memberships	1,869	2,000	2,000	2,500	3,500
6914 Depreciation Expense	154,591	-	-	-	-
TOTAL SERVICES	1,958,484	2,369,604	2,288,172	2,793,640	2,730,405

DEPARTMENT/DIVISION
DEPARTMENT OF INNOVATION AND TECHNOLOGY

FUND
INFORMATION TECHNOLOGY SERVICES FUND

ORGKEY
604900

<u>OBJECT</u>	<u>2020-21 ACTUAL (AUDITED)</u>	<u>2021-22 ADJUSTED BUDGET</u>	<u>2021-22 12 MONTH ESTIMATED</u>	<u>2022-23 CITY COUNCIL ADOPTED</u>	<u>2023-24 CITY COUNCIL ADOPTED</u>
SUPPLIES					
7002 Office Supplies	2,937	2,000	3,500	4,000	5,000
7101 Office Equipment & Furniture	-	-	150	150	150
7201 Hardware Maint/Replace	40,944	347,312	115,000	275,000	605,000
7202 PC Repair/Replacement	-	277,550	27,210	455,000	205,000
7211 Computer Components	-	105,000	5,000	40,000	7,500
7810 Special Departmental Supplies	2,953	500	-	500	750
7901 Non-Capital Expenditures	157,025	-	10,000	-	-
TOTAL SUPPLIES	<u>203,859</u>	<u>732,362</u>	<u>160,860</u>	<u>774,650</u>	<u>823,400</u>
FIXED ASSETS					
8703 Computer Equipment	191,966	153,324	3,324	1,000,000	1,450,000
8801 Capital Lease	-	22,792	22,792	22,792	22,792
TOTAL FIXED ASSETS	<u>191,966</u>	<u>176,116</u>	<u>26,116</u>	<u>1,022,792</u>	<u>1,472,792</u>
FUND TOTAL	3,993,213	5,114,876	4,128,996	6,854,806	7,380,085

Customer Service

Program Description:

The Customer Service Division is responsible for providing quality customer service to all City residents and utility customers, whether by phone or over-the-counter.

In addition to providing quality customer service, the division is responsible for billing over 22,000 utility customers for water, wastewater, solid waste, household hazardous waste and street cleaning services totaling 78,478 services billed every two months. Utility bills are produced and mailed on a bi-monthly basis to keep operational costs to a minimum.

In January 2020, the Customer Service Division joined forces with the Revenue Office to provide walk-in customers with one, centralized location for payments and service. Shortly thereafter, on March 17, 2020, the customer service division was closed to the public in light of the COVID-19 pandemic. In adherence with CDC guidelines, modifications were made to the division's work schedule and in-office staffing. Modifications included staff working from home, and at one point, the expansion of operational hours from five to six days a week. Currently, the Customer Service Division is on a 9/80 schedule with 40 percent of staff working from home with scheduled staff rotations occurring daily.

With our modified, temporary structure, the Customer Service Division continues to assist customers with all their payment needs, in addition to processing requests for connection/disconnection of service, unusual water usage, water quality inquiries, billing inquiries, water distribution, roll-off services, missed solid waste collection service, general water drought/conservation inquiries and water rebates. In preparation for re-opening to the public, plexi-glass partitions have been installed at each counter work station to provide service to customers in a socially safe and distanced manner.

The Customer Service Division budget is presented in a single program within a separate Internal Service Fund, which is supported by the operating funds of Water, Wastewater, and Solid Waste.

Program Objectives:

- Provide quality customer service to all Redlands residents and utility customers, while assisting them with their water, wastewater, and solid waste needs.
- Provide Redlands residents and utility customers with clear, consistent, accurate and equitable billing for their municipal utility services.
- Continually look for ways to streamline functions and improve efficiencies to keep operating costs to a minimum.
- Increase customer awareness of various payment methods available, including: 1) 1-2-3 Done! Program, an automated payment drafting program that offers two payment options from which to choose: Advance monthly pay or Bi-monthly pay; 2) the Speedpay program, an on-line, VRU and extranet payment program providing flexibility to pay via credit card, debit card, or from a designated bank account; 3) GovNetPay, a counter based program that not only offers the same payment flexibility as Speedpay, but also offers a higher payment limit, meeting the needs of customers with balances greater than \$500.
- Increase customer awareness of Redconnect, a program which provides customers with 24/7 secure online access to their City of Redlands municipal services account information. With Redconnect, customers have access to review their service history, billing history, water usage history, view current bill and/or print a copy, enroll in the 1-2-3 Done! payment program, or elect to "GO GREEN" and eliminate paper waste by enrolling in e-Bill service to receive notification that their municipal services bill is ready for viewing via email.
- Educate customers on mandatory water conservation requirements by directing customers to the City website for detailed information, and/or referring customers to the Water Conservation Coordinator for water audits and available water conservation rebates.

Accomplishments for Fiscal Year 2022-2023:

- Implemented the software modifications necessary to support a Rate Increases
- Streamlined Sewer Winter Month process by extracting meter reads from the enQuesta system, in lieu of meter readers acquiring a special read.
- SB 998 – New legislation went into effect 2/1/2020, requiring the city to comply with new mandates for the collection of delinquent residential accounts. Modification of customer notifications, along with a written policy in prescribed languages, current processes and procedures, and system software changes were required to meet the new requirements of this legislation. Additionally, new process and procedures were established for the provisions of payment arrangements, which were non-existent. Also, in order to ensure compliance at all levels, the consolidation of billing frequency (monthly to bi-monthly) was necessary.
- Modifications to work environment were made to adhere to CDC safety guidelines.
- Temporary suspension of disconnection of service due to non-payment via Executive Order N-42-20 issued by Governor.
- Temporary suspension of late charge, penalties and establishment of financial hardship criteria for pre-payment deposits via resolution 8066.
- Establishment of COVID-19 Utility Billing Payment Plan Policy.
- Work Schedule and staffing modifications made to adhere to CDC guidelines on social distancing. Modifications included 4/10 work shift, Monday through Saturday, allowing separation of staff, when working in office, and maximize social distancing. Additionally, at a later date, 40 percent staff participation in WFH program.
- Seamless docs added to city website for customers use in starting service, stopping service and enrollment in automatic drafting program. The addition of these documents helps in promoting self-service, and reducing the need for in-office visits.
- Seamless docs added for Customer Service Division's internal use to streamline Roll-off Requests, D&Rs, Credit Vouchers and Pre-payment Deposit Requests. This is a value-added tool for work generated from WFH program.
- Modification of Solid Waste pull-down reports allowing for process improvement on service provided to customers. Reports now produce ahead of scheduled service day and provide staff with information on customers enrolled in the program.
- Modification of Solid Waste Bulky item program. Modified programming to set limit on the number of work orders processed each day, allowing field staff to manage and complete work orders on scheduled days and meet customer expectations. Scheduling is closely monitored by customer service staff to ensure success.
- Implementation of new 3rd party payment processor, Invoice Cloud. Allows for real-time payment updates to the customer service system, along with allowing customers to pay by text. An additional feature will include timely email reminders to customers regarding payment and late charge due dates.
- Meter reading equipment replacement of Itron meter reading equipment with Neptune 360. This implementation is in preparation for Itron's discontinuance of all production and support of meter reading equipment effective 12/31/2021.
- Meter Replacement program of all existing meters with convertible AMR meters for future automation of reads.
- Implementation of newly formatted GL enQuesta interface file to Munis.
- Implemented Sewer Rate increase effective 7/1/2021.
- Partnered with Water and Wastewater staff to implement the Utility Assistance Programs to aide customers impacted from COVID-19.

**DEPARTMENT/DIVISION
CUSTOMER SERVICE**

FUND
UTILITY BILLING FUND

ORGKEY
608900

OBJECT	2020-21 ACTUAL (AUDITED)	2021-22 ADJUSTED BUDGET	2021-22 12 MONTH ESTIMATED	2022-23 CITY COUNCIL ADOPTED	2023-24 CITY COUNCIL ADOPTED
SALARIES AND BENEFITS					
5001 Salaries: Full-Time	612,044	757,636	741,090	829,235	843,096
5101 Overtime Salaries	5,522	7,000	7,000	16,000	16,000
5202 Holiday Pay	11,890	7,000	12,732	-	-
5203 Bonus	778	-	-	-	-
5204 Accrual Payout	38,239	-	5,661	-	-
5301 Banked Leave Buy Back	11,866	17,362	12,452	22,223	22,457
5401 Pension Contributions	204,377	221,396	219,975	246,621	256,732
5501 FICA/Medicare	50,820	58,884	57,100	65,616	66,698
5601 Deferred Compensation	1,664	2,900	2,790	3,304	3,341
5701 Health/Dental Insurance	95,082	122,702	98,456	118,703	122,789
5702 Workers' Comp Insurance	20,753	23,024	23,024	33,197	35,892
5703 Disability Insurance	5,239	6,010	5,949	6,975	7,076
5704 Unemployment Insurance	1,202	5,707	7,700	6,119	6,119
5705 Life Insurance	704	828	816	888	888
5802 Eyecare Reimbursement	1,535	2,959	2,959	3,173	3,173
5803 Clothing Allowance	3,000	3,450	3,450	3,600	3,600
5804 Uniform Rental	6	-	124	-	-
5901 Compensated Absences Expense	(14,812)	-	-	-	-
5903 Other Taxable Benefits	1,170	6,237	6,237	17,454	17,454
TOTAL SALARIES AND BENEFITS	1,051,079	1,243,095	1,207,515	1,373,108	1,405,315
SERVICES					
6004 Bank/Collection Agent Fees	-	-	30,027	32,128	34,377
6106 Other Professional Services	100	1,500	-	5,000	5,000
6304 Telephone	1,627	600	214	600	600
6401 Meeting & Prof Development	(106)	3,800	2,000	5,000	5,500
6402 Travel Expense/Reimbursement	-	300	400	2,500	3,000
6403 Training	824	500	500	5,000	7,500
6505 Retiree Health Insurance	122,795	80,000	80,000	80,000	80,000
6601 Postage	59,517	88,381	89,000	97,900	99,858
6703 Software Support/Development	14,350	18,040	11,205	20,000	19,500
6710 Special Contractual Services	9,557	10,000	10,000	11,600	11,948
6802 Info Tech Service Charges	59,995	211,171	211,171	217,215	227,991
6804 General Govt Service Charge	100,490	102,811	102,811	111,642	117,224
6901 Printing and Binding	15,049	28,000	28,000	29,500	31,000
6906 Office Equip & Furn Rent	4,329	3,000	3,000	3,500	3,500
6908 Other Rentals	1,410	-	-	-	-
6909 Subscriptions & Memberships	-	750	-	750	750
TOTAL SERVICES	389,937	548,853	568,328	622,335	647,748

**DEPARTMENT/DIVISION
CUSTOMER SERVICE**

FUND
UTILITY BILLING FUND

ORGKEY
608900

OBJECT	2020-21 ACTUAL (AUDITED)	2021-22 ADJUSTED BUDGET	2021-22 12 MONTH ESTIMATED	2022-23 CITY COUNCIL ADOPTED	2023-24 CITY COUNCIL ADOPTED
SUPPLIES					
7002 Office Supplies	4,627	6,000	6,000	6,500	7,000
7101 Office Equipment & Furniture	-	800	800	1,500	2,000
7211 Computer Components	-	800	800	1,000	1,200
7807 Food	-	250	250	300	350
7810 Special Departmental Supplies	-	800	1,300	1,500	1,750
7901 Non-Capital Expenditures	-	-	15,000	-	-
TOTAL SUPPLIES	4,627	8,650	24,150	10,800	12,300
FIXED ASSETS					
8501 Other Betterments/Improv	-	-	-	140,000	-
8503 Building Construction/Improv	-	75,000	60,000	-	-
TOTAL FIXED ASSETS	-	75,000	60,000	140,000	-
FUND TOTAL	1,445,643	1,875,598	1,859,993	2,146,243	2,065,363

DEPARTMENT/DIVISION
AIR QUALITY IMPROVEMENT

FUND
AIR QUALITY IMPROVEMENT FUND

ORGKEY
221400

<u>OBJECT</u>	<u>2020-21 ACTUAL (AUDITED)</u>	<u>2021-22 ADJUSTED BUDGET</u>	<u>2021-22 12 MONTH ESTIMATED</u>	<u>2022-23 CITY COUNCIL ADOPTED</u>	<u>2023-24 CITY COUNCIL ADOPTED</u>
SALARIES AND BENEFITS					
5001 Salaries: Full-Time	-	-	265	291	320
5401 Pension Contributions	-	-	77	85	93
5501 FICA/Medicare	-	-	20	22	24
5601 Deferred Compensation	-	-	3	3	3
5701 Health/Dental Insurance	-	-	15	16	18
TOTAL SALARIES AND BENEFITS	-	-	380	418	460
SERVICES					
6106 Other Professional Services	-	127,342	-	-	-
7901 Non-Capital Expenditures	372,658	-	127,342	-	-
TOTAL SERVICES	372,658	127,342	127,342	-	-
FIXED ASSETS					
8501 Other Betterments/Improv	-	-	-	300,000	-
8706 All Other Equipment	-	50,000	-	50,000	-
TOTAL FIXED ASSETS	-	50,000	-	350,000	-
FUND TOTAL	372,658	177,342	127,722	350,418	460

**DEPARTMENT/DIVISION
OPEN SPACE**

FUND
OPEN SPACE FUND

ORGKEY
227501

<u>OBJECT</u>	<u>2020-21 ACTUAL (AUDITED)</u>	<u>2021-22 ADJUSTED BUDGET</u>	<u>2021-22 12 MONTH ESTIMATED</u>	<u>2022-23 CITY COUNCIL ADOPTED</u>	<u>2023-24 CITY COUNCIL ADOPTED</u>
SERVICES					
6804 General Govt Service Charge	2,416	-	-	-	-
TOTAL SERVICES	2,416	-	-	-	-
FUND TOTAL	2,416	-	-	-	-

**DEPARTMENT/DIVISION
PARKING AUTHORITY**

FUND
PARKING AUTHORITY FUND

ORGKEY
237502

<u>OBJECT</u>	<u>2020-21 ACTUAL (AUDITED)</u>	<u>2021-22 ADJUSTED BUDGET</u>	<u>2021-22 12 MONTH ESTIMATED</u>	<u>2022-23 CITY COUNCIL ADOPTED</u>	<u>2023-24 CITY COUNCIL ADOPTED</u>
SERVICES					
6307 Electricity & Gas	13,444	18,000	18,000	18,900	19,845
6804 General Govt Service Charge	3,818	3,800	3,800	4,242	4,454
TOTAL SERVICES	17,262	21,800	21,800	23,142	24,299
 FUND TOTAL	 17,262	 21,800	 21,800	 23,142	 24,299

**DEPARTMENT/DIVISION
GENERAL DEBT SERVICE**

FUND
GENERAL DEBT SERVICE FUND

ORGKEY
305501

OBJECT	2020-21 ACTUAL (AUDITED)	2021-22 ADJUSTED BUDGET	2021-22 12 MONTH ESTIMATED	2022-23 CITY COUNCIL ADOPTED	2023-24 CITY COUNCIL ADOPTED
SERVICES					
6001 Fiscal Agent Fees	3,163	3,165	3,165	3,165	3,165
6106 Other Professional Services	-	530	-	-	-
6804 General Govt Service Charge	253	259	259	281	295
TOTAL SERVICES	3,416	3,954	3,424	3,446	3,460
DEBT SERVICE					
9001 Principal	1,345,000	1,480,000	1,480,000	1,620,000	185,000
9101 Interest	406,058	331,692	331,692	250,097	207,455
TOTAL DEBT SERVICE	1,751,058	1,811,692	1,811,692	1,870,097	392,455
FUND TOTAL	1,754,474	1,815,646	1,815,116	1,873,543	395,915

DEPARTMENT/DIVISION
SAFETY/CITY HALL REPLACEMENT FUND

FUND
SAFETY/CITY HALL REPLACEMENT FUND

ORGKEY
406501

OBJECT	2020-21 ACTUAL (AUDITED)	2021-22 ADJUSTED BUDGET	2021-22 12 MONTH ESTIMATED	2022-23 CITY COUNCIL ADOPTED	2023-24 CITY COUNCIL ADOPTED
SERVICES					
6106 Other Professional Services	2,400	9,200	9,200	-	-
6601 Postage	76	-	-	-	-
6710 Special Contractual Services	-	51,700	139,400	-	-
TOTAL SERVICES	2,476	60,900	148,600	-	-
SUPPLIES					
7901 Non-Capital Expenditures	39,051	-	-	-	-
TOTAL SUPPLIES	39,051	-	-	-	-
FIXED ASSETS					
8502 Building Acquisitions	-	16,600,000	16,100,000	-	-
8602 Other Land Improvements	83,220	-	-	-	-
TOTAL FIXED ASSETS	83,220	16,600,000	16,100,000	-	-
FUND TOTAL	124,747	16,660,900	16,248,600	-	-

DEPARTMENT/DIVISION
COMMUNITY FACILITIES DISTRICT 2001-1

FUND
COMMUNITY FACILITIES DISTRICT FUND

ORGKEY
810961

<u>OBJECT</u>	<u>2020-21 ACTUAL (AUDITED)</u>	<u>2021-22 ADJUSTED BUDGET</u>	<u>2021-22 12 MONTH ESTIMATED</u>	<u>2022-23 CITY COUNCIL ADOPTED</u>	<u>2023-24 CITY COUNCIL ADOPTED</u>
SERVICES					
6001 Fiscal Agent Fees	23,714	25,000	25,000	25,000	25,000
6804 General Govt Service Charge	2,265	2,317	2,317	2,516	2,642
TOTAL SERVICES	25,979	27,317	27,317	27,516	27,642
DEBT SERVICE					
9001 Principal	480,000	510,000	510,000	540,000	575,000
9101 Interest	246,068	230,708	214,388	180,788	144,964
TOTAL DEBT SERVICE	726,068	740,708	724,388	720,788	719,964
DIVISION TOTAL	752,047	768,025	751,705	748,304	747,606

DEPARTMENT/DIVISION
COMMUNITY FACILITIES DISTRICT 2003-1

FUND
COMMUNITY FACILITIES DISTRICT FUND

ORGKEY
810962

OBJECT	2020-21 ACTUAL (AUDITED)	2021-22 ADJUSTED BUDGET	2021-22 12 MONTH ESTIMATED	2022-23 CITY COUNCIL ADOPTED	2023-24 CITY COUNCIL ADOPTED
SERVICES					
6001 Fiscal Agent Fees	25,865	23,000	23,000	23,000	23,000
6804 General Govt Service Charge	479	490	490	533	559
TOTAL SERVICES	26,344	23,490	23,490	23,533	23,559
DEBT SERVICE					
9001 Principal	290,000	320,000	320,000	355,000	390,000
9101 Interest	445,528	437,585	428,685	409,460	387,793
TOTAL DEBT SERVICE	735,528	757,585	748,685	764,460	777,793
DIVISION TOTAL	761,872	781,075	772,175	787,993	801,352
FUND TOTAL	1,513,919	1,549,100	1,523,880	1,536,297	1,548,957

Development Services Department

Mission Statement:

The Development Services Department provides quality service to customers through professionalism, integrity, and the efficient use of resources. The Department responds to the changing needs of the community by promoting and implementing policies, goals, procedures, and actions that address community issues related to the physical environment and to strengthen and diversify the economic base of the City. The Department endeavors to enhance and protect the urban and natural environment of the City of Redlands ensuring that the City remains an ideal place to live and work.

The Development Services Department is responsible for the administration and oversight of the following divisions and functions:

- Building and Safety Division: Building inspections, plan review, and building permit processing
- Community Development Block Grant (CDBG) Program: Capital improvement project and public service agency sub-recipient awards administration
- Economic Development Division: Business attraction and retention, business assistance, workforce development, and tourism promotion
- Engineering: Review and inspection of development proposals for compliance with State and City codes, standards, and other governmental requirements relating to land subdivisions, grading, drainage, and improvements within the City rights-of-way
- Planning Division: Land development application review, general plan, specific plan and development code maintenance and updates, long range planning, and historic preservation

Departmental Goals:

- Provide for the short and long term physical development within the City consistent with the policies and goals established in the General Plan
- Provide professional, accurate, timely, and courteous service to the public
- Provide opportunities that will improve and preserve housing for all income levels
- Provide for managed development that will preserve, enhance, and maintain the special quality of life valued by this community
- Allow for development within the City of Redlands which occurs in a way that promotes the optimum social and economic well-being of the entire community
- Provide a high standard of technical expertise by department staff through regular training and awareness of new legislation, innovative construction techniques, and architectural/planning design techniques
- Provide a continuing review, update and implementation of the City's General Plan, Specific Plans and zoning ordinances in response to the changing needs of the community
- Monitor historic resources of the community and encourage their preservation

Performance Measures:

- All telephone calls received before noon to be returned the same day
- 90% of Plan Checks processed in 3 weeks for first review
- 90% of "LEED" Plan Checks processed in 4 weeks for second review
- 100% of Inspections completed next business day if requested by 4:00 pm of the previous day

Development Services Department Economic Development Division

Program Description:

The Economic Development Division administers a variety of economic development programs and services that support businesses and residents in the City of Redlands. Division staff is involved in business attraction and retention activities, City/Chamber and regional collaborative efforts, business networking, marketing, workforce development, tourism, and project support.

Program Objectives:

- Implement the City Council Strategic Plan Economic Development initiatives
- Target and recruit new business investments in health, technology, and other key sectors
- Continue business outreach activities
- Establish and administer business retention and attraction programs
- Continue implementing an effective marketing campaign
- Maintain City presence at targeted trade shows
- Facilitate/assist developers with the redevelopment of the Redlands Mall
- Support business growth and expansion efforts and expedite the development process
- Encourage point-of-sale locations in Redlands
- Engage and collaborate, as appropriate, with regional and county economic development partners
- Execute approved initiatives to improve and enhance the downtown area
- Continue collaborative partnerships with the Chamber of Commerce and other business stakeholders
- Engage business stakeholders for potential collaboration on the tech incubator program
- Continue to grow partnerships and develop collaborative programs/projects with community tourism stakeholders
- Continue to enhance resource and business information pages on City's website

Significant Program Changes for Fiscal Year 2022-23:

- Assist local businesses in accessing financial and other resources available that became available during the COVID-19 pandemic
- Increase digital ads on mobile devices, highlighting the City's shopping and downtown activities
- Host regional industrial real estate broker's forum in partnership with San Bernardino County Economic Development Agency and regional industrial brokers association, anticipating over 50 leading industrial brokers and developers to meet and discuss regional industrial efforts and market conditions
- Host in-person small business workshops and seminars with local resource agencies

Significant Program Changes for Fiscal Year 2023-24:

- Assist local businesses in accessing financial and other resources available that became available during the COVID-19 pandemic
- Create ads in local theaters, highlighting the City's shopping and downtown activities
- Increase digital ads on mobile devices, highlighting the City's shopping and downtown activities

- Host regional industrial real estate broker's forum in partnership with San Bernardino County Economic Development Agency and regional industrial brokers association, anticipating over 50 leading industrial brokers and developers to meet and discuss regional industrial efforts and market conditions

Accomplishments for Fiscal Year 2021-22:

- Updated the City's webpage for COVID-19 Financial & Technical Assistance Business Resources as a centralized location information hub for businesses
- Continued to lead efforts of the City for temporary outdoor dining for downtown restaurants on State and Fifth Streets due to COVID-19 indoor seating restrictions
- Increased social media presence by providing the City's PIO with monthly updates for COVID-19 information and assistance offered through virtual workshops or other sources offered by local, state, and federal agencies to the business community
- Main point of contact via phone, email, and in-person to the business community for COVID-19 information and assistance
- Assisted the City Manager's office with the effort to promote an online business survey of how businesses were impacted by COVID-19
- Continued the City's effort with the Redlands Chamber of Commerce to maintain the *Shop It Forward* marketing campaign to encourage people to shop in Redlands often and begin Christmas Shopping early, to help businesses during the coronavirus pandemic
- 26.7% increase in actual point-of-sale compared to the same period one year prior (2019-20)
- 5.3% unemployment rate in 2021, compared to the County-wide average of 7.2% in the same year.
- Industrial vacancy rate finished the year 2021 at 4.5%, compared to a 5-year average of 5.6%, with a total of 28.9 million square feet of industrial building space within the City
- Retail vacancy rate finished the year 2021 at 8.9%, compared to a 5-year average of 7.0%, with a total of 5.5 million square feet of retail space within the City
- Office vacancy rate finished the year 2021 at 3.7%, compared to a 5-year average of 5.6%, with a total of 2.6 million square feet of office space within the City
- Continued promotion of clean energy financing programs (HERO and PACE) for local businesses and residents
- Supported and responded to 5 California State Go-Biz business site search efforts
- Worked with the County of San Bernardino to support business attraction efforts by responding to site search inquiries
- Promoted Shop Small Saturday campaign, supporting shopping in Redlands the Saturday after Thanksgiving, setting up a self-help Selfie-Station downtown, and giving away over 300 custom printed reusable shopping bags to shoppers. This year the City partnered with the Redlands Chamber of Commerce on the day's activities.

DEPARTMENT/DIVISION
ECONOMIC DEVELOPMENT

FUND
GENERAL FUND

ORGKEY
101161

OBJECT	2020-21 ACTUAL (AUDITED)	2021-22 ADJUSTED BUDGET	2021-22 12 MONTH ESTIMATED	2022-23 CITY COUNCIL ADOPTED	2023-24 CITY COUNCIL ADOPTED
SALARIES AND BENEFITS					
5001 Salaries: Full-Time	199,893	235,395	237,952	233,877	235,590
5101 Overtime Salaries	-	-	21	-	-
5202 Holiday Pay	1,766	-	1,914	-	-
5203 Bonus	509	-	-	-	-
5204 Accrual Payout	9,672	-	36,969	-	-
5301 Banked Leave Buy Back	3,829	44,625	255	11,386	11,441
5401 Pension Contributions	54,849	68,972	69,620	69,586	71,816
5501 FICA/Medicare	15,275	20,379	19,751	17,785	18,008
5601 Deferred Compensation	5,620	28,776	28,088	5,576	5,576
5701 Health/Dental Insurance	19,364	16,395	19,858	12,956	13,603
5702 Workers' Comp Insurance	5,641	6,304	6,304	13,832	14,955
5703 Disability Insurance	3	79	73	90	94
5704 Unemployment Insurance	182	1,042	1,314	868	868
5705 Life Insurance	97	128	137	126	126
5801 Vehicle Allowance	-	300	300	300	300
5802 Eyecare Reimbursement	225	540	540	450	450
5803 Clothing Allowance	-	60	60	60	60
5903 Other Taxable Benefits	387	5,664	5,664	6,900	6,900
5905 Employee Wellness Program	167	-	124	-	-
TOTAL SALARIES AND BENEFITS	317,479	428,659	428,944	373,791	379,788
SERVICES					
6304 Telephone	-	400	400	400	400
6401 Meeting & Prof Development	118	3,805	3,497	4,300	4,511
6402 Travel Expense/Reimbursement	-	4,250	4,250	4,461	4,683
6601 Postage	137	25	25	26	28
6703 Software Support/Development	-	-	-	-	2,000
6710 Special Contractual Services	11,123	22,750	22,750	173,886	50,077
6802 Info Tech Service Charges	10,636	18,518	18,518	59,256	63,746
6901 Printing and Binding	-	3,900	3,900	4,410	4,629
6902 Advertising	2,352	18,450	18,450	19,372	20,337
6909 Subscriptions & Memberships	1,202	4,440	4,440	4,661	4,892
TOTAL SERVICES	25,568	76,538	76,230	270,772	155,303
SUPPLIES					
7002 Office Supplies	900	900	900	945	992
7810 Special Departmental Supplies	300	1,500	1,500	1,575	1,654
TOTAL SUPPLIES	1,200	2,400	2,400	2,520	2,646
FIXED ASSETS					
8703 Computer Equipment	-	-	-	5,000	-
TOTAL CAPITAL EXPENDITURES	-	-	-	5,000	-
DIVISION TOTAL	344,247	507,597	507,574	652,083	537,736

**Development Services Department
Building and Safety Division**

Program Description:

This program provides for the administration of California codes and City ordinances to safeguard life, health, property, and public welfare by regulating the design, construction, accessibility, quality of materials, flood protection, use, occupancy, location, and maintenance of all building and structures within the community of Redlands. This includes plan review of proposed buildings and structures, on-site inspections to assure compliance, complaint investigation and enforcement, disaster emergency response, maintenance, storage and retrieval of building records, and coordination with other government agencies.

Program Objectives:

- Maintain and promote excellent customer service standards at the One-Stop Permit Center and in the field.
- Perform requested onsite building inspections in a timely and courteous manner.
- Perform final occupancy inspections on building projects, as required, to ensure compliance with conditions of approval and development code standards.
- Perform effective and efficient plan review within acceptable timeframes for compliance with the California Code of Regulations Title 24 parts 1 through 12, Federal Emergency Management Agency (FEMA) regulations, California Senate and Assembly bills, and locally adopted municipal codes.
- Provide staff support to the Development Review Committee, Minor Exception Permit Committee, Historic and Scenic Preservation Commission, Disaster Council, Fire Department, Code Enforcement, Municipal Utilities, and Engineering Department, and local chapters of the International Code Council.
- Review and implement Assembly Bill 717 and Senate Bill 1608, to meet the continuing education and accessibility requirements that apply to the Building Division.
- Continue to upgrade department storage methods of building plans to comply with state laws by digitizing plans.
- Evaluate and investigate existing structures within the City for compliance with various municipal codes and state regulations.
- Prepare for disaster response by training and certification in emergency services.
- Maintain and improve accessibility throughout the City by employing a Certified Access Specialist (CAsp).
- Assist the Fire Marshal in completing business license inspections to ensure compliance with City regulations for business use and the safety of the public.
- Update the Municipal Code with the adoption of the 2022 California Building Code updates effective January 1, 2023.

Significant Program Changes for Fiscal Year 2022-23:

- Continue with the digital scanning of all paper records for properties within the City. This will reduce the printing costs of the department, reduce PRA department record response times, and allow public access to records for viewing by using a Laserfiche web link on the City website at all hours of the day.

Significant Program Changes for Fiscal Year 2023-24:

- Implement several new and revised department policies and procedures in response to Inter-Departmental coordination with Design Review through entitlements and permitting.
- Modify inspection cards to provide improved detail for the public and contractors to understand steps in the inspection process and inspections needed to complete a project.

Accomplishments for Fiscal Year 2021-22:

- Issued over 1,260 permits for building, electrical, mechanical, plumbing, or combinations thereof ensuring compliance with current city-adopted building and municipal codes.
- Performed 2,111 plan reviews for construction permit submittals, with a 4-week average delivery to applicants despite a decrease in staffing levels due to COVID-19 budget shortfalls.
- Performed 16,946 construction permit inspections by the next business day after inspection request, improving community/department relations.
- Provided staff support for the improvement of City Works computer permitting software program.
- Provided community-building activity reports to the county, state, and federal levels of government.
- Enforced the 2019 editions of the California Building Standards Codes, resulting in improved citywide construction safety and new homes using an estimated 53% less energy and commercial buildings using an estimated 30% less energy.
- Continued the support and Implementation of the use of signature pads at the permit counter, thereby reducing the amount of paperwork generated, department printing costs, and overall permit issuance time.
- Implemented and enforced the City's Local Agency Management Plan (LAMP) to review plans and field inspect the installation and abandonment of Onsite Waste Water Treatment Systems for properties within the City's jurisdiction.
- Completed National Flood Insurance Program (NFIP) audit on the City's effectiveness, records, and policies regarding the enforcement of FEMA flood zone requirements as identified in Redlands Municipal Code chapter 15.32.

**DEPARTMENT/DIVISION
BUILDING & SAFETY**

FUND
GENERAL FUND

ORGKEY
101162

OBJECT	2020-21 ACTUAL (AUDITED)	2021-22 ADJUSTED BUDGET	2021-22 12 MONTH ESTIMATED	2022-23 CITY COUNCIL ADOPTED	2023-24 CITY COUNCIL ADOPTED
SALARIES AND BENEFITS					
5001 Salaries: Full-Time	506,720	676,535	586,486	584,561	599,842
5101 Overtime Salaries	420	1,500	122	1,500	1,500
5202 Holiday Pay	9,516	-	9,988	-	-
5203 Bonus	305	-	-	-	-
5204 Accrual Payout	9,036	-	41,281	-	-
5301 Banked Leave Buy Back	3,355	29,654	4,913	8,501	10,257
5401 Pension Contributions	143,851	191,302	176,907	173,884	182,733
5501 FICA/Medicare	39,736	52,626	63,894	45,481	46,842
5601 Deferred Compensation	3,981	17,107	16,693	1,940	1,940
5701 Health/Dental Insurance	54,241	61,361	66,331	61,994	64,477
5702 Workers' Comp Insurance	17,053	18,913	18,913	21,709	23,472
5703 Disability Insurance	3,289	3,928	4,204	4,863	4,993
5704 Unemployment Insurance	630	3,559	4,270	3,472	3,472
5705 Life Insurance	397	505	496	504	504
5801 Vehicle Allowance	-	180	180	180	180
5802 Eyecare Reimbursement	1,336	1,845	1,845	1,800	1,800
5803 Clothing Allowance	1,350	1,650	1,650	1,950	1,950
5903 Other Taxable Benefits	1,380	14,512	1,443	12,802	12,802
5905 Employee Wellness Program	105	-	74	-	-
TOTAL SALARIES AND BENEFITS	796,701	1,075,177	999,690	925,142	956,765
SERVICES					
6106 Other Professional Services	44,523	30,000	116,400	120,000	120,000
6304 Telephone	2,787	3,000	2,138	3,150	3,308
6401 Meeting & Prof Development	2,676	10,000	5,400	8,670	9,104
6402 Travel Expense/Reimbursement	-	2,100	500	2,730	2,867
6601 Postage	2	15	-	20	20
6703 Software Support/Development	-	-	276	600,290	25,305
6705 Filming and Microfilming	40,606	50,894	53,657	5,000	5,000
6802 Info Tech Service Charges	27,688	30,185	30,185	71,107	76,496
6803 City Garage Charges	11,885	12,801	12,801	14,818	17,354
6901 Printing and Binding	3,614	3,049	500	1,500	1,575
6902 Advertising	-	300	-	-	-
6906 Office Equip & Furn Rent	3,727	3,000	2,364	3,150	3,308
6909 Subscriptions & Memberships	1,574	3,300	2,000	3,485	3,662
6911 Bad Debt Expense	-	-	702	-	-
TOTAL SERVICES	139,082	148,644	226,923	833,920	267,999
SUPPLIES					
7001 Books & Supplies	676	1,000	185	1,300	1,365
7002 Office Supplies	2,937	3,000	3,000	3,150	3,308
7004 Uniform/Safety Clothing	1,151	-	-	-	-
7101 Office Equipment & Furniture	416	420	243	6,500	6,500
7206 Vehicle Maintenance	152	-	-	-	-
7810 Special Departmental Supplies	1,852	1,800	-	2,100	2,206
TOTAL SUPPLIES	7,184	6,220	3,428	13,050	13,379

**DEPARTMENT/DIVISION
BUILDING & SAFETY**

FUND
GENERAL FUND

ORGKEY
101162

<u>OBJECT</u>	<u>2020-21 ACTUAL (AUDITED)</u>	<u>2021-22 ADJUSTED BUDGET</u>	<u>2021-22 12 MONTH ESTIMATED</u>	<u>2022-23 CITY COUNCIL ADOPTED</u>	<u>2023-24 CITY COUNCIL ADOPTED</u>
FIXED ASSETS					
8703 Computer Equipment	-	-	-	25,000	-
8801 Capital Lease	5,936	5,922	5,922	5,922	5,922
TOTAL FIXED ASSETS	5,936	5,922	5,922	30,922	5,922
DIVISION TOTAL	948,903	1,235,963	1,235,963	1,803,034	1,244,065

Development Services Department Land Use Engineering

Program Description:

Land Use Engineering is a division within the Development Services Department. This division, formerly with Municipal Utilities and Engineering Department, is intended to work hand-in-hand with developers and staff in the Planning Division to achieve excellence in the design and construction of development projects in the City.

Program Objectives:

- Manage One-Stop Permit Center for public records and information related to properties and development. The One-Stop Permit Center is designed to guide developers through multi-Departmental requirements, the Redlands Municipal Code, Measure U, and State regulations.
- Review improvement plans, maps, and building permits.
- Process encroachment permits and street closures.
- Issue grading permits, truck route permits, and wide load permits.
- Perform National Pollutant Discharge Elimination System (NPDES) inspections, investigations, and plan reviews.
- Coordination with Planning Division and other City Departments for entitlements, including conditional use permits, Planning Commission Review and Approval, lot line adjustments, and other land use activities.
- Work with Planning Division on initial planning phases needed for the development of the Transit Village plans.
- Coordinate with Facilities and Community Services and outside consultants for annexations into Community Facilities District 2004-1.
- Prepare reports for Street Lighting District No. 1 and Landscape Maintenance District No. 1.
- Assess Development Impact Fees on development and redevelopment projects that are then used by other departments to mitigate the impact of those projects on the infrastructure of the City.
- Customer service regarding city policies and procedures related to land development issues, grading, street improvements, and utility connections.
- Plan reviews include the following types: building, grading, erosion control, water quality management, sewer, water, irrigation, street tree, storm drainage, storm water pollution prevention, street light, hydrology, parcel map, and tract maps.
- Process applications for sewer and water service in the Mentone area as mandated by Measure "U".
- Create and maintain an organizational ethos amongst all OSPC staff that customer service is of the utmost importance. Respond to telephone, e-mail, and public counter inquiries for customer assistance at the One-Stop Permit Center.
- Provide engineering-related assistance to other City departments, such as the City Manager, City Attorney, Municipal Utilities & Engineering Department, and Code Enforcement Division.

Significant Program Changes for Fiscal Year 2022-23:

- Participate in the initial implementation of an Electronic Plan Review process across all divisions of the One-Stop Permit Center to create an integrated, and simplified, method for intake, review, and return of all types of development plans submitted to the City for review.
- Assist Planning Division with the Transit Village Specific Plan adoption.

Significant Program Changes for Fiscal Year 2023-24:

- Finalize implementation of the Electronic Plan Review process.
- Begin planning for improved customer service methodologies related to the relocation of City Hall.

Accomplishments for Fiscal Year 2021-22:

- Issued over 1000 encroachment permits for work within the public right-of-way.
- Prepared conditions of approval for all entitlement cases presented to the Planning Commission.
- Performed more than 200 engineering plan reviews.
- Assessed development impact fees over \$800K on new development projects.

DEPARTMENT/DIVISION
LAND USE ENGINEERING

FUND
GENERAL FUND

ORGKEY
101163

OBJECT	2020-21 ACTUAL (AUDITED)	2021-22 ADJUSTED BUDGET	2021-22 12 MONTH ESTIMATED	2022-23 CITY COUNCIL ADOPTED	2023-24 CITY COUNCIL ADOPTED
SALARIES AND BENEFITS					
5001 Salaries: Full-Time				306,671	309,682
5002 Salaries: Part-Time				13,984	14,683
5301 Banked Leave Buy Back				8,605	8,605
5401 Pension Contributions				77,318	79,167
5501 FICA/Medicare				21,363	21,586
5601 Deferred Compensation				2,932	2,932
5701 Health/Dental Insurance				29,300	30,765
5703 Disability Insurance				1,047	1,047
5704 Unemployment Insurance				1,497	1,497
5705 Life Insurance				167	167
5802 Eyecare Reimbursement				596	596
5803 Clothing Allowance				390	390
5804 Uniform Rental				75	75
5903 Other Taxable Benefits				203	203
TOTAL SALARIES AND BENEFITS				464,149	471,396
SERVICES					
6005 License & Permits				90,000	90,000
6401 Meeting & Prof Development				1,500	1,575
6402 Travel Expense/Reimbursement				500	525
6403 Training				10,000	10,500
6703 Software Support/Development				-	8,000
6901 Printing and Binding				150	158
6902 Advertising				6,000	6,300
6906 Office Equip & Furn Rent				1,500	1,575
6909 Subscriptions & Memberships				1,000	830
TOTAL SERVICES				110,650	119,463
SUPPLIES					
7001 Books & Supplies				1,000	1,050
7002 Office Supplies				1,000	1,050
7101 Office Equipment & Furniture				6,500	6,825
7810 Special Departmental Supplies				1,000	1,050
TOTAL SUPPLIES				9,500	9,975
FIXED ASSETS					
8703 Computer Equipment				25,000	-
TOTAL FIXED ASSETS				25,000	-
DIVISION TOTAL				609,299	600,833

Development Services Department Planning Division

Program Description:

The Planning Division plays a critical role in achieving the City's goals and objectives relative to the physical development of the community. This program performs current and advanced planning functions which include: processing land development applications; responding to land use inquiries from residents, business owners, and development professionals; maintenance and updates of the General Plan, the Housing Element, various Specific Plans, and zoning code; project management on special projects; administering contracts with consultants hired to perform environmental and planning services; annexation requests; and providing technical and professional support to the City Council, Planning Commission, Historic & Scenic Preservation Commission, Preliminary/Development Review Committee, and Minor Exception Permit Committee.

Program Objectives:

- Respond to telephone, e-mail, and public counter inquiries for customer assistance at the One-Stop Permit Center and the Planning Division office.
- Accept, process, and prepare staff reports for land use applications and permits as necessary to satisfy legally-required procedures to enable a formal decision.
- Provide staff support to the Planning Commission and the Historic & Scenic Preservation Commission, in the form of agendas, legal advertising and notices, staff reports, presentations, and recording meeting minutes.
- Provide staff support to the Minor Exception Committee, in the form of agendas, legal advertising and notices, and project reviews.
- Provide staff support to the Preliminary/Development Review Committee, in the form of agendas and project reviews.
- Process City-initiated General Plan amendments, Zoning Map and Zoning Code amendments, and Specific Plan amendments as directed by the City Council.
- Prepare and submit an annual Housing Element Progress Report and General Plan Progress Report as mandated by the State of California.
- Maintain and expand the Historic Preservation Program, including issuing permits, maintaining restoration/rehabilitation agreements (Mills Act Contracts) with private property owners, and adopting updated Historic Architectural Design Guidelines.
- Process annexations as required for surrounding unincorporated areas to accommodate proposed and pending development.
- Review final grading, building, and landscaping plans before issuance of building permits to ensure compliance with code requirements and any applicable conditions of approval.
- Perform final occupancy inspections on building projects as required to ensure compliance with conditions of approval and municipal code standards.
- Provide Planning-related assistance to other City departments, such as the City Manager, City Attorney, Municipal Utilities & Engineering Department, and Code Enforcement Division.
- Continue to evaluate Planning procedures for efficiency and effectiveness, and implement improvements or changes to department procedures and zoning code regulations.
- Seek and apply for State or regional grant funding in support of Planning work programs and activities.

- Coordinate Planning activities with other agencies, such as the County of San Bernardino, the San Bernardino County Transportation Authority (SBCTA), Southern California Association of Governments (SCAG), Caltrans, and Omnitrans.

Significant Program Changes for Fiscal Year 2022-2023:

- Implement the new 2022-2029 Housing Element Update, and begin implementing related policies and programs.
- Adopt the Transit Villages Specific Plan and related Environmental Impact Report, and receive full reimbursement from two State planning grants.
- Complete work on the Zone Map Update for consistency with the 2022-2029 Housing Element Update and the 2035 General Plan.
- Complete work on Zoning Code (RMC Title 18) amendments related to the 2022-2029 Housing Element Update and the 2035 General Plan.

Accomplishments for Fiscal Year 21-22:

- Approximately 75 development applications accepted and processed.
- Approximately 100 staff reports written for the City Council, Planning Commission, and Historic & Scenic Preservation Commission.
- Preparation and noticing responsibilities for approximately 54 meeting agendas consisting of 16 Planning Commission agendas, 12 Historic & Scenic Preservation Commission agendas, 20 Development Review Committee agendas, and 6 Minor Exception Permit Committee agendas.
- Approval of a new residential Bergamot Specific Plan (SP No. 64) with a total of 317 new single-family homes on the northwest side of Citrus Valley High School (including 197 traditional single-family residences and 120 motorcourt residences) and a new 12-acre fully-improved sports park to be dedicated to the City for public use.
- Developer began construction of the Heritage Specific Plan (SP No. 62) with 207 new single-family homes on the south side of Citrus Valley High School.
- Developer began construction of a new apartment complex with a total of 328 dwelling units.
- Several applications are currently under review for new subdivisions throughout the city.
- Construction and opening of a new Home2 Suites by Hilton with 88 rooms at 1342 Industrial Park Avenue.
- Entitlement approval for a new Tru Hotel by Hilton with 90 rooms at West Colton Avenue/Columbia Street.
- Several applications approved for new retail, restaurant, commercial, office, and industrial developments throughout the city.
- Several applications are currently under review for new retail, commercial, and industrial developments throughout the city.
- Construction and opening of the Downtown Parking Garage at West Stuart Avenue/Third Street adjacent to the historic Santa Fe Depot and new rail platforms at the Downtown train station.
- Applied for a State grant of \$5 million from Caltrans (Clean California Grant Program) to implement selected public improvements identified in the City's Sustainable Mobility Plan and draft Transit Villages Specific Plan for the North Redlands neighborhood (to the north of I-10 and east of I-210) including pedestrian and bicycle network improvements, bus stop improvements and shelters, safety lighting and artwork for six Interstate-10 underpasses in the downtown area, and landscape and streetscape improvements along the Colton Avenue and North Orange Street corridors.
- Provided administrative oversight, including contract administration, for Surface Mining and Reclamation Act (SMARA) compliance for six quarries and two reclamation plants operated

- by CEMEX Materials and Robertson's Ready Mix in the Santa Ana River Wash.
- Participated in inter-agency coordination for regional Planning efforts, including the San Bernardino County Regional GHG Reduction Plan prepared by the San Bernardino Council of Governments (SBCOG) and continuing work on the countywide Vehicle Miles Travelled (VMT) study and mitigation measures prepared by SBCTA.

**DEPARTMENT/DIVISION
PLANNING**

FUND
GENERAL FUND

ORGKEY
101164

OBJECT	2020-21 ACTUAL (AUDITED)	2021-22 ADJUSTED BUDGET	2021-22 12 MONTH ESTIMATED	2022-23 CITY COUNCIL ADOPTED	2023-24 CITY COUNCIL ADOPTED
SALARIES AND BENEFITS					
5001 Salaries: Full-Time	800,298	834,949	846,905	970,673	988,218
5002 Salaries: Part-Time	1,941	15,000	6,393	15,000	15,750
5101 Overtime Salaries	328	1,000	1,000	1,050	1,103
5202 Holiday Pay	9,468	-	8,225	-	-
5203 Bonus	1,221	-	-	-	-
5204 Accrual Payout	24,539	-	43,711	-	-
5301 Banked Leave Buy Back	4,801	69,867	11,618	32,731	40,036
5401 Pension Contributions	225,868	244,342	239,081	283,360	295,435
5501 FICA/Medicare	60,682	68,059	61,778	74,037	76,172
5601 Deferred Compensation	10,419	33,783	33,095	14,080	14,198
5701 Health/Dental Insurance	70,955	62,004	73,279	80,658	82,842
5702 Workers' Comp Insurance	26,174	29,054	29,054	28,784	31,121
5703 Disability Insurance	1,310	1,550	1,240	1,789	1,857
5704 Unemployment Insurance	362	4,080	4,234	4,340	4,340
5705 Life Insurance	482	506	492	567	567
5801 Vehicle Allowance	-	720	720	720	720
5802 Eyecare Reimbursement	744	1,890	1,890	2,025	2,025
5803 Clothing Allowance	600	690	690	690	690
5903 Other Taxable Benefits	1,410	16,503	16,503	15,387	15,387
5904 Tuition Reimbursement	-	-	3,550	-	-
5905 Employee Wellness Program	440	-	298	-	-
TOTAL SALARIES AND BENEFITS	1,242,042	1,383,997	1,383,756	1,525,891	1,570,461
SERVICES					
6005 License & Permits	(287)	800	-	-	-
6106 Other Professional Services	4,539	292,632	200,000	318,000	339,800
6107 Reimb Professional Services	342,541	-	105,517	-	-
6304 Telephone	1,574	1,800	811	1,890	1,985
6401 Meeting & Prof Development	1,957	6,635	9,665	10,150	10,660
6402 Travel Expense/Reimbursement	135	3,570	4,310	4,286	4,719
6601 Postage	1,851	3,000	1,323	3,000	3,000
6703 Software Support/Development	-	480	158	167	25,176
6705 Filming and Microfilming	2,499	11,501	11,501	12,076	12,680
6710 Special Contractual Services	-	7,000	-	-	-
6802 Info Tech Service Charges	41,511	43,333	43,333	106,661	114,744
6803 City Garage Charges	665	705	705	674	789
6901 Printing and Binding	2,824	5,000	1,000	1,050	1,103
6902 Advertising	10,454	10,000	10,000	10,500	11,025
6906 Office Equip & Furn Rent	2,655	3,000	3,000	3,150	3,308
6909 Subscriptions & Memberships	4,364	5,113	5,113	5,370	5,643
TOTAL SERVICES	417,282	394,569	396,436	476,974	534,631

**DEPARTMENT/DIVISION
PLANNING**

FUND
GENERAL FUND

ORGKEY
101164

OBJECT	2020-21 ACTUAL (AUDITED)	2021-22 ADJUSTED BUDGET	2021-22 12 MONTH ESTIMATED	2022-23 CITY COUNCIL ADOPTED	2023-24 CITY COUNCIL ADOPTED
SUPPLIES					
7001 Books & Supplies	735	1,000	1,000	1,050	1,103
7002 Office Supplies	4,401	5,000	3,103	3,259	3,422
7101 Office Equipment & Furniture	983	1,000	1,000	1,050	1,103
7203 Office Equipment Maintenance	380	380	380	399	419
7211 Computer Components	1,200	1,500	1,500	1,575	1,654
7807 Food	-	200	470	500	500
7810 Special Departmental Supplies	471	500	500	500	500
TOTAL SUPPLIES	8,170	9,580	7,953	8,333	8,701
FIXED ASSETS					
8703 Computer Equipment	-	-	-	30,000	-
8801 Capital Lease	5,212	5,200	5,200	5,200	5,200
TOTAL FIXED ASSETS	5,212	5,200	5,200	35,200	5,200
DIVISION TOTAL	1,672,706	1,793,346	1,793,345	2,046,398	2,118,992
DEPARTMENT TOTAL	2,965,856	3,536,906	3,536,882	5,110,814	4,501,626

Development Services Department Grants Program

Program Description:

The Grants Program within the Development Services Department consists of the administration of the City's Community Development Block Grant (CDBG) program as well as researching, applying, securing, and administering other counties, state, or federal grant opportunities that benefit planning and community development needs.

As a Participating Jurisdiction (PJ) in the County of San Bernardino's Urban County Program, the City receives an annual award from the U.S. Department of Housing and Urban Development (HUD). The County of San Bernardino administers the award on behalf of the City and retains 20% of the annual award for administrative expenses.

CDBG and CDBG-CV Program Objectives:

- Development of a viable urban community by providing decent housing, a suitable living environment, and expanded economic opportunity for City residents, particularly those earning low and moderate incomes.
- Aid in the prevention or elimination of slums or blight.
- Aid in activities designed 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.
- Prevent, prepare for and respond to the coronavirus pandemic.

Other Grants Program Objectives:

- To secure funding opportunities that encourage and support advanced planning activities that help plan for future growth and development.

Significant Program Changes for Fiscal Year 2022-23:

- Fund the next phase of the Joslyn Senior Center Rehabilitation Project with CDBG funds.
- Fund the Redlands Community & Senior Center ADA Improvements Project with CDBG funds.
- Implement five new public service programs that benefit low- to moderate-income residents with CDBG funds.

Significant Program Changes for Fiscal Year 2023-24:

- Identify and fund new rehabilitation projects with CDBG funds that benefit low to moderate-income residents with CDBG funds.
- Implement new public service programs that benefit low to moderate-income residents with CDBG funds.

Accomplishments for Fiscal Year 2021-22:

- Completed the FY 2018-19 Civic Center ADA Improvement Project.
- Completed the FY 2019-20 Alley/Street Improvement Project.

- Completed the Senior Meals Preparation, Senior Meals Pick-up, and Eviction Prevention Programs which helped with mitigating negative impacts from the coronavirus pandemic using CDBG-CV1 funds.
- Provided contract administration for the Joslyn Senior Center Rehabilitation Project.
- Provided contract administration for the Senior Outdoor Dining CDBG-CV3-funded project to help prevent, prepare for, and respond to the coronavirus pandemic.
- Provided contract administration for the Sylvan Park Restroom Rehabilitation Project.
- Provided contract administration to five CDBG-funded public services programs that benefited low to moderate-income residents.
- Provided contract administration for the state-funded Local Early Action Program (LEAP) \$300,000 grant that is funding the update to the City's Housing Element.
- Provided contract administration for the state-funded Planning Grants Program (PGP-SB2) \$310,000 grant that is funding the environmental analysis for the Transit Villages Specific Plan project.

**DEPARTMENT/DIVISION
PLANNING GRANTS**

FUND
GOVERNMENTAL GRANT FUND

ORGKEY
200164

OBJECT	2020-21 ACTUAL (AUDITED)	2021-22 ADJUSTED BUDGET	2021-22 12 MONTH ESTIMATED	2022-23 CITY COUNCIL ADOPTED	2023-24 CITY COUNCIL ADOPTED
SALARIES AND BENEFITS					
5001 Salaries: Full-Time	20,110	41,720	44,960	-	-
5002 Salaries: Part-Time	431	38,000	37,909	-	-
5401 Pension Contributions	5,563	11,477	12,046	-	-
5501 FICA/Medicare	1,549	3,210	3,459	-	-
5701 Health/Dental Insurance	3,537	7,434	7,669	-	-
5702 Workers' Comp Insurance	227	49	49	-	-
5703 Disability Insurance	165	269	269	-	-
5704 Unemployment Insurance	492	169	197	-	-
5705 Life Insurance	22	30	32	-	-
TOTAL SALARIES AND BENEFITS	32,096	102,358	106,589	-	-
SERVICES					
6005 License & Permits	3,008	8,179	8,712	-	-
6101 Architect & Engineer	23,600	46,607	51,900	-	-
6106 Other Professional Services	173,523	407,794	407,794	-	-
6710 Special Contractual Services	283,401	79,000	68,800	-	-
6901 Printing and Binding	-	400	400	-	-
6902 Advertising	650	1,350	1,362	-	-
TOTAL SERVICES	484,182	543,330	538,967	-	-
SUPPLIES					
7210 Building Supplies	-	(2,400)	-	-	-
7302 LCNG	-	1,000	1,000	-	-
7810 Special Departmental Supplies	6,372	425	425	-	-
TOTAL SUPPLIES	6,372	(975)	1,425	-	-
FIXED ASSETS					
8403 Street Construction	394,028	-	-	-	-
8501 Other Betterments/Improv	-	132,475	227,000	-	-
8503 Building Const/Improv	-	692,357	707,584	-	-
8706 All Other Equipment	10,203	-	-	-	-
TOTAL FIXED ASSETS	404,231	824,832	934,584	-	-
DEPARTMENT TOTAL	926,881	1,469,545	1,581,567	-	-

Development Services Department Successor Agency

Program Description:

The Successor Agency to the former Redevelopment Agency is charged with expeditiously completing the affairs of the dissolved Redevelopment Agency.

Program Objectives:

- Make required payments on existing obligations of the former Redevelopment Agency including bond debt
- Dispose of the properties of the former Redevelopment Agency to maximize the value in the most expeditious manner

The outstanding debt of the former Redevelopment Agency is not an obligation of the General Fund. The City, as a Successor Agency, has prepared a Recognized Obligation Payment Schedule listing the obligations for which the county auditor-controller will allocate property tax revenue to the city each January 16th and June 1st to pay for the obligations.

Accomplishments for Fiscal Year 2021-22:

- Prepared and submitted to the California State Department of Finance two Recognized Obligation Payment Schedules (ROPS)

DEPARTMENT/DIVISION
SUCCESSOR AGENCY ADMINISTRATION

FUND
 SUCCESSOR TO RDA GENERAL FUND

ORGKEY
 820167

<u>OBJECT</u>	<u>2020-21 ACTUAL (AUDITED)</u>	<u>2021-22 ADJUSTED BUDGET</u>	<u>2021-22 12 MONTH ESTIMATED</u>	<u>2022-23 CITY COUNCIL ADOPTED</u>	<u>2023-24 CITY COUNCIL ADOPTED</u>
SALARIES AND BENEFITS					
5001 Full Time Salaries	5,903	12,485	12,037	6,744	-
5202 Holiday Pay	67	-	190	-	-
5203 Bonus	52	-	-	-	-
5204 Accrual Payout	2,023	-	214	-	-
5301 Banked Leave Buy Back	188	305	305	414	-
5401 Pension Contributions	1,610	3,653	3,653	2,015	-
5501 Fica/Medicare	443	894	894	475	-
5601 Deferred Compensation	54	340	340	181	-
5701 Health/Dental Insurance	418	969	969	445	-
5702 Workers' Comp Insurance	63	-	-	-	-
5703 Disability Insurance	4	35	35	18	-
5704 Unemployment Insurance	2	5	5	3	-
5802 Eyecare Reimbursement	-	18	18	9	-
5903 Other Taxable Benefits	9	66	66	59	-
5905 Employee Wellness Program	31	-	-	-	-
TOTAL SALARIES AND BENEFITS	10,867	18,770	18,726	10,363	-
DIVISION TOTAL	10,867	18,770	18,726	10,363	-

DEPARTMENT/DIVISION
SUCCESSOR AGENCY OBLIGATIONS (OTHER)

FUND						ORGKEY
SUCCESSOR TO RDA PROJECTS FUND						820168
OBJECT		2020-21 ACTUAL (AUDITED)	2021-22 ADJUSTED BUDGET	2021-22 12 MONTH ESTIMATED	2022-23 CITY COUNCIL ADOPTED	2023-24 CITY COUNCIL ADOPTED
SERVICES						
6104	Auditing and Accounting	2,700	2,700	2,700	2,700	-
	TOTAL SERVICES	2,700	2,700	2,700	2,700	-
	DIVISION TOTAL	2,700	2,700	2,700	2,700	-

DEPARTMENT/DIVISION
SUCCESSOR AGENCY DEBT SERVICE

FUND
 SUCCESSOR TO RDA DEBT SERVICE FUND

ORGKEY
 820169

OBJECT	2020-21 ACTUAL (AUDITED)	2021-22 ADJUSTED BUDGET	2021-22 12 MONTH ESTIMATED	2022-23 CITY COUNCIL ADOPTED	2023-24 CITY COUNCIL ADOPTED
SERVICES					
6001 Fiscal Agent Fees	5,405	5,405	5,405	5,405	-
6106 Other Professional Services	-	2,200	2,000	1,000	-
6913 Amortization Expense	90,499	-	-	-	-
TOTAL SERVICES	95,904	7,605	7,405	6,405	-
DEBT SERVICE					
9001 Principal	-	2,415,000	2,415,000	2,500,000	-
9101 Interest	190,738	101,399	101,399	7,827	-
TOTAL DEBT SERVICE	190,738	2,516,399	2,516,399	2,507,827	-
DIVISION TOTAL	286,642	2,524,004	2,523,804	2,514,232	-
FUND TOTAL	300,209	2,545,474	2,545,230	2,527,295	-

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A. K. Smiley Public Library

Mission Statement:

The mission of the A.K. Smiley Public Library is to inspire lifelong learning by providing free and open access to information, thereby enhancing the community of Redlands. In his speech at the dedication of the Library in 1894, Library co-founder Alfred Smiley aptly summarized our charge: "The Library is for all the people of Redlands, rich and poor, old and young, to share alike in all of its advantages." Those "advantages" continue to evolve as libraries adapt to the digital age, ranging from traditional books, periodicals, and programming, to new electronic books and databases.

Departmental Goals:

- Provide free and equitable access to library collections
- Continuing our efforts to restore services affected by the pandemic
- Emphasize the educational mission through programming for life-long learning
- Increase long-range giving to enhance the Library and capital improvements
- Accelerate our cooperation with the Redlands Historical Museum Association pending the opening of the Museum of Redlands
- Securing the necessary staff to administer the museum
- Achieve progress on several Library infrastructure issues

Sustainability Efforts:

- Continue with the digitization of local history records
- Continue efforts to gradually replace bound reference books with digital databases

Performance Measures:

- Daily attendance at the Library, as well as events such as Library Days, Family Day, and the summer reading program and storytimes
- Circulation of Library materials and usage of computers and electronic resources
- References to the Library and our programming/services in local print and social media
- Financial contributions to the Library Endowment Fund

Program Description:

The Library provides diverse services for the citizens of Redlands. The legal organization of the Library is described in the State Education Code: "The Legislature finds and declares that it is in the interest of the people and the State that there be a general diffusion of information and knowledge through the continued operation of free public libraries..." In addition, the State Education Code provides that the "Library shall be managed by a board of library trustees, consisting of five members to be appointed by the City Council."

Program Objectives:

The Library's objective is to provide current books, periodicals, and audiovisual material for circulation to adults and children, as well as e-books, audiobooks, and reference databases; stimulate and develop reading skills through children, teen, and adult programming; provide reference and information services; provide computer access and free Internet; provide an archives/history room for local and regional history; provide a library/museum to Abraham Lincoln and the Civil War, and provide a museum repository for the history of Redlands.

Significant Program Changes:

- Restoration of our city budget enabled the library to reverse the previous year's personnel and service cuts. Sunday and two mid-week evening hours were restored.

- The pandemic continued to impact all aspects of the library's operations. The Omicron variant caused in-person services to be suspended from January 15 to January 31. Our first confirmed cases amongst our employees occurred in January and resulted in staffing shortages that month.
- Improving pandemic metrics enabled the library to resume programming in February.

Accomplishments for Fiscal Year 2021-22:

- Fully reopened to the public with enhanced services including curbside services (Books to Go) for those who prefer this alternative and a longer daily maximum use of the public computers.
- Youth Services staged an in-person, outdoor Family Day event in October enjoyed by 300+ patrons who were given 740 books.
- Youth Services revived in-person story times by staging them outdoors in the park in front of the Lincoln Shrine and also resumed in-person teen programs.
- The Special Collections Division unveiled a special exhibit, "Enduring Legacies: The Lincoln Shrine at 90" at the 50th Annual Lincoln Shrine Open House in February.
- The Lincoln Shrine hosted an outdoor Watchorn Lincoln Dinner in front of the Shrine featuring a video about founder Robert Watchorn, projected on the building as well as fireworks.
- Heritage Room celebrated its 50th anniversary with a special exhibit.
- Increased diversity and inclusivity of the collection by using displays, articles, and blog entries to highlight Black history, women's history, and Hispanic heritage.
- Partnered with the California State Library to assist with post-COVID unemployment by adding six new databases designed to help people with basic job skills, computer skills, interviewing, job searching, and learning new skills.
- Cataloged, processed, and added to the collection 5,595 physical items and mended 933 books, audiobooks, DVDs, and CDs.
- Received and unloaded 1,239 individual patron book donations ranging in size from 1 bag to 10 boxes or more per patron.
- Continued to rebuild the Adult Literacy program post-pandemic and to welcome literacy teams who had been meeting remotely through the pandemic back to in-person tutoring at the library.
- Continued to offer remote options for learning to learners, tutors, and families who cannot return to in-person meetings, including 165 in-person or virtual meetings with such as computer classes, writing workshops, Conversation Corner, the CHAT program, and book clubs.
- Developed a new partnership with the YMCA of the East Valley to hold Literacy meetings and events at their building.
- Reestablished in-person computer classes for the general public and adult literacy participants.
- Published the fourth volume of the adult literacy anthology, Our Stories a Collection of Writings.
- Major digitization/collection accessibility projects were continued and our eBooks and digital resources were augmented.
- The Redlands in Film and Lincoln in Film series resumed, featuring public exhibitions of relevant films in the Contemporary Club.
- In-Person celebration of Dia de Los Muertos resumed with a display of altars in the Contemporary Club.
- Tech Services Department improved security and flexibility for library staff by synchronizing users, groups, security settings, and passwords with Microsoft 365 Azure AD through the Azure AD Connect service to Exchange Online.
- Technical Services Department migrated all mailboxes and recourses from our on-premises Exchange server to Microsoft Exchange Online and implemented and managed the backup system used to backup Microsoft 365 and Microsoft Exchange Online.
- The Smiley Heritage Tours committee worked with the Redlands Unified School to make their video cultural tour available to all fourth graders.
- Staff worked closely with the Redlands Historical Museum Association to raise funds for the Museum of Redlands.
- The Library plans to resume its popular Library Days event in May 2022 featuring complimentary In-N-Out burgers and music from Arena Red.

DEPARTMENT/DIVISION
LIBRARY ADMINISTRATION

FUND
GENERAL FUND

ORGKEY
101190

OBJECT	2020-21 ACTUAL (AUDITED)	2021-22 ADJUSTED BUDGET	2021-22 12 MONTH ESTIMATED	2022-23 CITY COUNCIL ADOPTED	2023-24 CITY COUNCIL ADOPTED
SALARIES AND BENEFITS					
5001 Salaries: Full-Time	1,300,138	1,417,165	1,397,032	1,633,747	1,670,206
5002 Salaries: Part-Time	218,682	247,619	236,702	264,201	277,389
5101 Overtime Salaries	2,461	-	2,461	-	-
5202 Holiday Pay	9,378	-	13,881	-	-
5204 Accrual Payout	14,759	-	2,811	-	-
5301 Banked Leave Buy Back	11,241	28,615	14,633	39,781	40,017
5401 Pension Contributions	374,970	413,473	428,099	424,484	439,388
5501 FICA/Medicare	115,599	128,926	121,725	130,931	133,515
5601 Deferred Compensation	22,522	14,525	31,041	14,355	14,355
5701 Health/Dental Insurance	214,408	221,746	248,066	217,284	228,148
5702 Workers' Comp Insurance	59,116	65,509	65,509	76,076	82,252
5703 Disability Insurance	5,198	5,575	6,270	6,281	6,360
5704 Unemployment Insurance	3,094	15,190	20,188	15,190	15,190
5705 Life Insurance	1,142	1,260	1,313	1,260	1,260
5801 Vehicle Allowance	4,400	4,800	4,800	4,800	4,800
5802 Eyecare Reimbursement	2,284	4,500	4,500	4,500	4,500
5803 Clothing Allowance	3,259	3,300	3,300	3,300	3,300
5804 Uniform Rental	-	1,350	1,350	-	-
5903 Other Taxable Benefits	2,689	17,580	17,580	23,730	23,730
5905 Employee Wellness Program	744	756	756	-	-
TOTAL SALARIES AND BENEFITS	2,366,084	2,591,889	2,622,017	2,859,920	2,944,410
SERVICES					
6106 Other Professional Services	-	-	92	97	101
6304 Telephone	1,314	1,200	1,200	1,660	1,743
6403 Training	842	-	-	-	-
6601 Postage	3,938	3,000	3,000	3,400	3,571
6802 Info Tech Service Charges	38,184	25,666	25,666	25,909	25,909
6901 Printing and Binding	1,246	1,300	1,300	1,565	1,643
6906 Office Equip & Furn Rent	4,454	7,750	7,750	8,138	8,544
TOTAL SERVICES	49,978	38,916	39,008	40,768	41,512
SUPPLIES					
7002 Office Supplies	5,697	5,700	5,700	6,235	6,547
7102 Small Tools & Equipment	240	250	250	363	381
7208 Repair/Maintenance Supplies	1,848	2,500	2,500	2,925	3,071
7210 Building Supplies	1,086	1,500	1,500	1,675	1,759
7810 Special Departmental Supplies	431	500	500	625	656
TOTAL SUPPLIES	9,302	10,450	10,450	11,823	12,414
FIXED ASSETS					
8501 Other Betterments/Improv	-	350,000	350,000	-	-
8503 Building Construction/Improv	-	20,000	20,000	200,613	200,613
TOTAL FIXED ASSETS	-	370,000	370,000	200,613	200,613
DIVISION TOTAL	2,425,364	3,011,255	3,041,475	3,113,124	3,198,949

**DEPARTMENT/DIVISION
LINCOLN SHRINE**

FUND
GENERAL FUND

ORGKEY
101191

OBJECT	2020-21 ACTUAL (AUDITED)	2021-22 ADJUSTED BUDGET	2021-22 12 MONTH ESTIMATED	2022-23 CITY COUNCIL ADOPTED	2023-24 CITY COUNCIL ADOPTED
SERVICES					
6601 Postage	126	165	165	173	182
TOTAL SERVICES	126	165	165	173	182
SUPPLIES					
7811 Books	958	975	975	1,024	1,075
TOTAL SUPPLIES	958	975	975	1,024	1,075
DIVISION TOTAL	1,084	1,140	1,140	1,197	1,257
DEPARTMENT TOTAL	2,426,448	3,012,395	3,042,615	3,114,321	3,200,206

Police Department

Mission Statement:

The Redlands Police Department is dedicated to enhancing public safety through trust, innovation, community partnership, and service excellence.

Departmental Goals:

- Continue to provide outstanding service to internal and external customers
- Develop leaders
- Implement evidence-based measures to improve service, create efficiencies, and prevent and reduce crime
- Improve recruitment and retention efforts to maintain a high-performing organization
- Continue to strengthen the organizational culture
- Leverage available resources through the use of volunteers, analysts, technology, and data-driven solutions to create greater efficiencies
- Continue to focus on recruitment and retention efforts to attract and maintain the most qualified department members to continue to provide the highest level of public safety services to the community

Sustainability Efforts:

- Continue using a new vehicle profile for professional staff employees to reduce fuel usage and reduce carbon emissions
- The department desires to create paperless systems when possible

Performance Measures:

- Maintain crime clearance rates above the national average in 2022-2024
- Identify emerging crime trends quickly and develop and implement targeted, evidence-based strategies to address them

Police Patrol Services Bureau

Program Description:

The Patrol Services Bureau is one of the most visible units in the department as it provides twenty-four hour a day service to the residents of our community. Patrol officers respond to a wide variety of emergency and non-emergency calls for service. The Patrol Services Bureau is comprised of several sub-units, namely:

- **Patrol:** Patrol teams are comprised of four to seven officers including the corporal and sergeant. Seven patrol teams rotate schedules supplemented by civilian community service officers. **Reserves:** The Redlands Police Department Reserve Unit is comprised of volunteers from a variety of professions who live in the city or neighboring communities. Reserve officers receive extensive training in the many facets of law enforcement which they routinely put to use while assisting the department.
- **Explorers:** The Redlands Police Department Law Enforcement Explorer Post is a career exploration program. The Explorer Post began in 1968 and has been the starting point for many future law enforcement officers. Young men and women interested in joining the program must be at least 15 years of age and no older than 21 years. The program is a career exploration and education for youth interested in learning about the field of law enforcement. **Field Training and Evaluation Program:** The Field Training and Evaluation Program is responsible for the development of recruits into competent officers. Field training officers coordinate and deliver nearly six (6) months of training to new officers to prepare them to operate as solo police officers.
- **Custody:** The department contracts with Allied Universal to provide custody officers who are responsible for the booking, processing, and transportation of prisoners.

Program Objectives:

- Respond to calls for service promptly and render appropriate assistance upon arrival
- Conduct criminal investigations and prepare required documentation to be forwarded to investigators, the District Attorney, and/or other agencies
- Maintenance of a temporary “lockup” custodial facility that complies with applicable state and federal law
- Development of recruits into competent police officers
- Maintenance of an atmosphere of positive and professional contact between all officers and members of our community

Significant Program Changes:

- Elimination of five (5) unfilled police officer positions and three full-time community service officer positions in the FY 2020/2021 budget
- Re-addition of the previously removed positions back into the City’s salary schedule

DEPARTMENT/DIVISION
PATROL SERVICES

FUND
GENERAL FUND

ORGKEY
101200

OBJECT	2020-21 ACTUAL (AUDITED)	2021-22 ADJUSTED BUDGET	2021-22 12 MONTH ESTIMATED	2022-23 CITY COUNCIL ADOPTED	2023-24 CITY COUNCIL ADOPTED
SALARIES AND BENEFITS					
5001 Salaries: Full-Time	4,479,699	6,315,475	5,368,916	10,968,225	11,128,495
5002 Salaries: Part-Time	446	-	-	-	-
5003 Labor Code Sec 4850	343,544	-	310,955	-	-
5101 Overtime Salaries	363,770	578,334	571,334	1,044,051	1,096,254
5102 O.T. Reimbursable	18,705	55,000	55,000	186,000	195,189
5104 Major Crime OT	20,695	33,000	50,000	175,875	184,669
5105 Overtime: Court/Other	79,138	70,000	60,000	127,575	133,954
5202 Holiday Pay	75,516	-	69,297	-	-
5203 Bonus	8,500	-	5,000	-	-
5204 Accrual Payout	370,862	-	435,944	-	-
5301 Banked Leave Buy Back	524,236	697,970	451,494	2,003,106	1,875,406
5401 Pension Contributions	3,744,857	4,471,856	4,620,772	6,367,548	6,641,134
5501 FICA/Medicare	104,260	132,076	111,767	260,945	263,686
5601 Deferred Compensation	450,062	117,753	217,507	84,913	87,588
5701 Health/Dental Insurance	858,095	921,680	830,699	1,472,861	1,531,853
5702 Workers' Comp Insurance	675,676	782,823	782,823	1,123,315	1,214,522
5703 Disability Insurance	302	2,573	1,928	11,466	11,936
5704 Unemployment Insurance	3,510	25,968	22,580	45,570	45,570
5705 Life Insurance	3,230	3,770	3,239	6,615	6,615
5802 Eyecare Reimbursement	409	1,125	1,125	4,050	4,050
5803 Clothing Allowance	173,016	182,718	182,718	300,375	300,375
5903 Other Taxable Benefits	26,474	75,701	120,701	231,700	205,380
TOTAL SALARIES AND BENEFITS	12,325,002	14,467,822	14,273,799	24,414,190	24,926,676
SERVICES					
6102 Legal Services	5,820	-	2,175	-	-
6402 Travel Expense/Reimbursement	231	-	983	-	-
6710 Special Contractual Services	193,310	298,929	298,929	314,316	329,347
6802 Info Tech Service Charges	378,204	485,618	485,618	722,926	777,707
6911 Bad Debt Expense	9,910	-	-	-	-
TOTAL SERVICES	587,475	784,547	787,705	1,037,242	1,107,054
DIVISION TOTAL	12,912,477	15,252,369	15,061,504	25,451,432	26,033,730

Police Communications Unit

Program Description:

The Communications Unit is a significant component of the Police Department, providing a vital link between the community and public safety personnel. Communication personnel are often the first contact in a resident's emergency. Communications personnel interpret the individual's needs and coordinate the response of appropriate services to meet those needs. These highly trained individuals are responsible for assisting callers on more than twenty-five incoming telephone lines including 911 emergency, alternate emergency, business lines, and Text-to-911. In addition to answering the multitude of phone lines, communications personnel are tasked with dispatching calls via radio and a Computer Aided Dispatch (CAD) system. They also monitor over a dozen different radio channels. These radio channels include all of the frequencies utilized by the various units of the department, local government, and other allied agencies. The Communications Unit also utilizes a variety of cameras from various locations in town to support responding units on calls for service and by providing an additional resource to ensure site security at the various locations.

Program Objectives:

- Answer all incoming calls on emergency, alternate emergency, and business lines expeditiously and courteously, instantly prioritizing and relaying calls to police personnel in the field by entering designated calls for service into the CAD system, or immediately transferring the call to the appropriate agency for response; Monitor and utilize over 160 cameras placed at various locations throughout the City of Redlands
- Dispatch calls for service, process requests from officers in the field, including the response of additional personnel, equipment, and/or resources
- Facilitate and prioritize telephone contacts and communication between the public, public safety agencies, and other City departments

Significant Program Changes:

- Discontinued all sit-alongs due to the COVID-19 pandemic
- Additional staffing of two full-time dispatchers previously eliminated last budget year added back into the budget
- Maintained minimum staffing during the COVID-19 pandemic, which critically impacted law enforcement staffing and services throughout the nation
- Reclassification of the Dispatch Shift Supervisor position into three full-time Dispatch Supervisors

Accomplishments for Fiscal Year 2021-2022:

- Continued Quality Assurance and Review Program in which supervisors randomly review calls to ensure Police Department customer service expectations, departmental protocols, and guidelines are met.
- Dispatchers answered 74,705 9-1-1 calls, a significant increase from the previous year.
- Dispatchers answered 99,183 business and alternate emergency lines, a ~2 % increase from last year.
- There were 45,254 calls for service, a ~1 % decrease from last year.
- Completion and implementation of Next Generation 9-1-1 Technology.

- Continued to monitor and enter applicable complaints received via CitySourced.
- Dispatchers handled 12 tracker activations received via the GPS Tracking System.

**DEPARTMENT/DIVISION
COMMUNICATIONS**

FUND
GENERAL FUND

ORGKEY
101201

OBJECT	2020-21 ACTUAL (AUDITED)	2021-22 ADJUSTED BUDGET	2021-22 12 MONTH ESTIMATED	2022-23 CITY COUNCIL ADOPTED	2023-24 CITY COUNCIL ADOPTED
SALARIES AND BENEFITS					
5001 Salaries: Full-Time	812,090	1,055,390	815,077	1,121,365	1,135,889
5101 Overtime Salaries	38,346	110,605	110,605	116,135	121,942
5201 Stand By	15,135	27,500	15,500	28,875	30,319
5202 Holiday Pay	61,651	-	49,825	-	-
5301 Banked Leave Buy Back	19,240	11,119	6,144	19,760	22,110
5401 Pension Contributions	244,247	307,752	254,990	332,933	345,310
5501 FICA/Medicare	74,571	94,234	70,278	91,014	91,387
5601 Deferred Compensation	9,460	13,760	9,460	15,480	15,480
5701 Health/Dental Insurance	198,640	242,718	216,022	258,221	268,050
5702 Workers' Comp Insurance	44,587	51,530	51,530	49,795	53,838
5703 Disability Insurance	9,879	12,318	9,669	12,889	13,075
5704 Unemployment Insurance	1,267	6,944	5,906	7,812	7,812
5705 Life Insurance	817	1,008	853	1,134	1,134
5802 Eyecare Reimbursement	895	3,600	3,600	4,050	4,050
5803 Clothing Allowance	23,800	27,200	27,200	30,600	30,600
5903 Other Taxable Benefits	1,286	-	12,000	18,000	6,000
TOTAL SALARIES AND BENEFITS	1,574,275	1,965,678	1,658,659	2,108,063	2,146,996
SERVICES					
6703 Software Support/Development	-	-	-	117,765	-
6710 Special Contractual Services	2,450	5,000	6,000	6,300	6,615
6802 Info Tech Service Charges	57,862	129,629	129,629	213,322	229,487
6906 Office Equip & Furn Rent	-	-	-	1,200	1,200
6907 Comms Service & Rental	307,676	349,500	348,500	358,948	361,955
TOTAL SERVICES	367,988	484,129	484,129	697,535	599,257
SUPPLIES					
7101 Office Equipment & Furniture	10,500	10,500	10,783	11,322	11,888
7102 Small Tools & Equipment	4,028	4,511	4,228	4,439	4,661
7201 Hardware Maint/Replace	-	-	-	6,150	-
7203 Office Equipment Maintenance	1,176	2,500	2,500	2,625	2,756
7810 Special Departmental Supplies	587	5,500	5,500	5,775	6,064
TOTAL SUPPLIES	16,291	23,011	23,011	30,311	25,369
DIVISION TOTAL	1,958,554	2,472,818	2,165,799	2,835,909	2,771,622

Police Support Services Bureau

Program Description:

The Support Services Bureau is comprised of diverse responsibilities that affect all operations of the department. The goal of the Support Services Bureau is to supply the necessary equipment, provisions, and support personnel to facilitate the delivery of efficient and courteous public safety services to residents of Redlands. The Support Services Bureau is comprised of the following units: Office of the Chief of Police, Operations Manager, Records, Animal Services, and Fleet.

The Office of the Chief of Police is comprised of the Chief, two Deputy Chiefs, one Executive Assistant, one Management Analyst, one Operations Coordinator, and a Sergeant assigned to Professional Standards. The Deputy Chiefs oversee the day-to-day operations of the department. The Chief's Executive Assistant is the community's primary point of contact for the Office, handling complex and confidential executive-level administrative and secretarial duties for the management staff. The Executive Assistant also coordinates special projects and events and maintains the department's personnel files. The Management Analyst's responsibilities include ensuring the department's needs are being met through budget development and monitoring, purchase requisitions, grant coordination, and payroll processing. The Operations Coordinator's responsibilities include the coordination of new hire background investigations for all staff and volunteer positions. Backgrounds conducted also include applicants for massage therapists and solicitor permits. The Operations Coordinator also oversees and maintains all training files and ensures that the entire department's training requirements through POST, legislative, and department mandates are met. The Professional Standards sergeant oversees internal investigations and personnel issues and is the point of contact for the community for any inquiries and complaints.

The Operations Manager oversees the Records Unit, Communications Unit, Animal Services Unit, building maintenance, and fleet operations. The Operations Manager also performs other specialized duties and works daily with other City staff to ensure a timely response to inquiries from the police department.

The Records Unit consists of a supervisor and five full-time customer service representatives (CSRs) who are responsible for the maintenance and security of all criminal records, as well as processing all reports, citations, and other records produced by the various departmental units. The CSRs are also primary points of contact for the community when requesting records. The Records Unit ensures the department's employees are trained in the California Law Enforcement Telecommunications System. Records personnel are also responsible for cross-reporting to other law enforcement agencies, the District Attorney, courts, Department of Children & Family Services, Department of Motor Vehicles, Parole, Probation, and the Department of Justice. The Unit also acts as the court liaison and is responsible for the delivery of all reports to the District Attorney and courts. They are also responsible for the acceptance and service of subpoenas to officers and provide any additional investigative evidence collection, such as audio recordings, 911 tapes, photos, and videos to requesting law enforcement agencies. Additional duties include registering and keeping current accurate information on all arson and sex registrants who reside in the City of Redlands.

Program Objectives:

- Ensure that all department members receive training for the California Law Enforcement Telecommunications System computer system
- Provide expedient service to police officers, court officials, residents, and the press when records information has been requested
- Process records in compliance with statutory requirements
- Provide excellent customer service to the community by demonstrating trustworthiness, respect, and care at all times

Significant Program Changes:

- The Records lobby was closed to the public for the majority of 2020-2021 but was able to re-open in 2022. COVID precautions are still in place: only one party in the lobby at a time and continuous disinfecting. The Records Unit continues to fulfill report requests via email, fax, mail, and in-person

Accomplishments for the Fiscal Year 2021-2022

- Redlands Police Department began transitioning from a summary-based crime reporting program (FBI's Uniform Crime Report) to an incident-based reporting program (National Incident-Based Reporting System). During the training months, we were required to report summary information to the Department of Justice (DOJ), along with our incident-based reporting, until certified by DOJ to stop the submission of summary reporting in January 2022.
- SB384 went into effect on July 1, 2021. We have been assisting registrants with the necessary documents to allow them to start the petition process to terminate their requirement to register. To date, we haven't had any petitions received, but we continue to educate and provide the information to those who qualify for the program.
- The department successfully implemented AB 953 RIPA (Racial and Identity Profiling Act Data Collection). This assembly bill requires officers to collect officer perceived identity information on all police stops and report this data for statistical analysis to the Department of Justice to ensure racial and identity profiling is not occurring.

**DEPARTMENT/DIVISION
SUPPORT SERVICES**

FUND
GENERAL FUND

ORGKEY
101202

OBJECT	2020-21 ACTUAL (AUDITED)	2021-22 ADJUSTED BUDGET	2021-22 12 MONTH ESTIMATED	2022-23 CITY COUNCIL ADOPTED	2023-24 CITY COUNCIL ADOPTED
SALARIES AND BENEFITS					
5001 Salaries: Full-Time	1,295,188	1,335,379	1,382,022	1,426,845	1,424,363
5002 Salaries: Part-Time	1,325	172,860	108,142	167,860	186,753
5003 Labor Code Sec 4850	80	-	-	-	-
5101 Overtime Salaries	8,423	63,224	57,824	60,715	63,750
5102 O.T. Reimbursable	693	10,000	12,500	13,125	13,780
5104 Major Crime OT	1,373	2,500	4,500	4,725	5,000
5105 Overtime: Court/Other	-	1,100	2,000	2,100	2,200
5202 Holiday Pay	16,513	-	18,785	-	-
5203 Bonus	5,206	-	-	-	-
5204 Accrual Payout	7,900	-	307,699	-	-
5301 Banked Leave Buy Back	51,809	144,989	60,422	175,934	133,790
5401 Pension Contributions	862,281	678,491	804,556	650,450	701,198
5501 FICA/Medicare	62,590	88,273	100,482	91,602	89,199
5601 Deferred Compensation	97,720	75,185	116,602	157,973	77,589
5701 Health/Dental Insurance	215,764	239,258	239,960	232,583	232,115
5702 Workers' Comp Insurance	49,918	57,835	57,835	55,328	59,820
5703 Disability Insurance	3,694	4,486	5,707	6,268	5,838
5704 Unemployment Insurance	1,168	8,246	12,614	9,982	9,548
5705 Life Insurance	763	882	915	1,008	1,008
5802 Eyecare Reimbursement	651	2,700	2,700	3,425	3,150
5803 Clothing Allowance	10,775	11,175	11,625	11,225	11,225
5903 Other Taxable Benefits	5,932	11,686	11,686	17,776	17,386
5905 Employee Wellness Program	840	900	900	900	900
TOTAL SALARIES AND BENEFITS	2,700,606	2,909,169	3,319,476	3,089,824	3,038,612
SERVICES					
6005 License & Permits	152	1,500	152	160	168
6102 Legal Services	67,661	55,000	55,000	57,750	60,638
6105 Medical/Physicals	77,813	90,200	78,000	94,710	99,446
6304 Telephone	120,680	135,000	135,000	141,750	148,838
6307 Electricity & Gas	3,837	4,500	4,500	4,725	4,961
6402 Travel Expense/Reimbursement	32,718	105,000	105,000	110,250	115,750
6403 Training	131,096	177,050	177,050	185,900	195,200
6601 Postage	2,501	7,200	3,600	7,550	7,900
6702 Fingerprinting	2,655	8,000	9,500	9,975	10,475
6703 Software Support/Development	140	-	-	-	5,000
6710 Special Contractual Services	26,257	107,400	107,400	137,770	138,409
6802 Info Tech Service Charges	118,340	122,999	122,999	237,025	254,986
6803 City Garage Charges	505,367	535,911	535,911	633,120	741,487
6901 Printing and Binding	5,438	15,000	15,000	15,750	16,500
6904 Land and Building Rent	5,400	5,400	5,400	5,400	5,400
6906 Office Equip & Furn Rent	14,745	24,190	20,000	21,000	22,050
6909 Subscriptions & Memberships	5,525	7,850	7,850	8,243	8,655
TOTAL SERVICES	1,120,325	1,402,200	1,382,362	1,671,078	1,835,863

**DEPARTMENT/DIVISION
SUPPORT SERVICES**

FUND
GENERAL FUND

ORGKEY
101202

OBJECT	2020-21 ACTUAL (AUDITED)	2021-22 ADJUSTED BUDGET	2021-22 12 MONTH ESTIMATED	2022-23 CITY COUNCIL ADOPTED	2023-24 CITY COUNCIL ADOPTED
SUPPLIES					
7001 Books & Supplies	427	700	700	700	700
7002 Office Supplies	15,392	39,500	39,500	41,475	43,549
7004 Uniform/Safety Clothing	48,092	119,915	119,915	195,911	132,206
7005 Photo & Copying Supplies	3,097	8,250	9,500	9,975	10,475
7101 Office Equipment & Furniture	14,032	31,620	30,370	31,850	33,425
7102 Small Tools & Equipment	5,911	15,676	15,676	36,460	17,283
7205 Machinery & Equip. Maint.	1,141	12,350	12,350	12,968	13,616
7206 Vehicle Maintenance	2,800	8,500	8,500	8,925	9,371
7804 Medical Supplies	6,960	9,250	9,250	9,713	10,198
7805 Weapons & Ammunitions	58,084	86,471	86,471	150,795	115,334
7807 Food	3,603	10,250	10,250	10,765	11,300
7810 Special Departmental Supplies	56,658	72,374	72,374	106,371	80,189
7901 Non-Capital Expenditures	11,798	11,798	483,829	52,388	13,007
TOTAL SUPPLIES	227,995	426,654	898,685	668,296	490,653
FIXED ASSETS					
8501 Other Betterments/Improv	-	190,000	-	190,000	-
8704 Motor Vehicles	-	382,297	344,201	-	-
8706 All Other Equipment	-	107,815	-	87,500	87,500
8801 Capital Lease	135,396	686,106	686,106	686,106	686,106
TOTAL FIXED ASSETS	135,396	1,366,218	1,030,307	963,606	773,606
DIVISION TOTAL	4,184,322	6,104,241	6,630,830	6,392,804	6,138,734

Police Animal Services Unit

Program Description:

The Animal Services Unit enforces state and federal animal laws and city municipal codes. It also provides a variety of services to meet the community's needs and ensure the welfare of animals. The animal control officers are responsible for handling stray animals lost on the city streets, animal disturbance calls, reports of injured or aggressive animals, and animals receiving fatal injuries. The Animal Services Unit also quarantines animals after reported animal bites, investigates reports of animal abuse, and temporarily provides shelter to neglected livestock and injured wildlife. Field animal control service is budgeted to serve Redlands residents five days a week. The Animal Services Unit also cares for animals that need to be adopted into a new family and those that must be humanely euthanized.

Program Objectives:

- Provide excellent customer service to the community by demonstrating trustworthiness, respect, and care at all times
- Improve efficiency through increased information in the field by moving towards paperless systems
- Promote the adoption of animals housed in the shelter
- Increase the number of animals treated in the spay and neuter program
- Promote community partnerships to enhance animal welfare
- Provide humane care to the animals in our facility
- Educate and provide resources to the community for responsible pet ownership. Also, providing them with information about living with wildlife, keeping pets up-to-date with vaccines and licenses, and general education.

Significant Program Changes:

- The Animal Shelter was closed to the public and volunteers in March of 2020 due to the pandemic. Staff continued to run daily operations of field services, adoptions by appointment, cleaning, and caring for the animals housed at the shelter while social distancing.

Accomplishments for Fiscal Year 2021-2022:

- The Animal Shelter partnered with the San Manuel Band of Mission Indians, who sponsored three reduced adoptions events to date.
- The Animal Shelter partnered with Friends of Upland Shelter. Dogs and cats have been transferred to the Upland Shelter, providing an additional opportunity for adoption.
- The Animal Shelter created a puppy and kitten program. One of the isolation rooms has been designated and converted into a nursery throughout kitten season. Pregnant cats and kittens are kept healthy and constantly monitored by shelter staff. The nursery program turned out to be extremely successful.

Fiscal Year 2022-2023:

Animal Control has been transferred to the Facilities and Community Services Department.

**DEPARTMENT/DIVISION
ANIMAL CONTROL**

FUND
GENERAL FUND

ORGKEY
101203

OBJECT	2020-21 ACTUAL (AUDITED)	2021-22 ADJUSTED BUDGET	2021-22 12 MONTH ESTIMATED	2022-23 CITY COUNCIL ADOPTED	2023-24 CITY COUNCIL ADOPTED
SALARIES AND BENEFITS					
5001 Salaries: Full-Time	188,424	281,442	185,422		
5002 Salaries: Part-Time	10,410	15,790	8,496		
5101 Overtime Salaries	12,429	30,000	45,000		
5202 Holiday Pay	8,139	-	3,431		
5204 Accrual Payout	2,512	-	4,595		
5301 Banked Leave Buy Back	2,674	3,830	4,358		
5401 Pension Contributions	54,087	82,524	54,696		
5501 FICA/Medicare	16,986	26,107	18,321		
5601 Deferred Compensation	2,580	5,160	1,720		
5701 Health/Dental Insurance	31,679	55,256	33,846		
5702 Workers' Comp Insurance	9,767	11,238	11,238		
5703 Disability Insurance	2,112	3,270	2,385		
5704 Unemployment Insurance	485	3,038	4,643		
5705 Life Insurance	252	378	248		
5802 Eyecare Reimbursement	594	1,350	1,350		
5803 Clothing Allowance	6,800	10,200	10,200		
5903 Other Taxable Benefits	2,454	1,560	1,560		
TOTAL SALARIES AND BENEFITS	352,384	531,143	391,509		
SERVICES					
6005 License & Permits	-	29	23		
6103 Veterinary Services	57,121	136,500	90,500		
6710 Special Contractual Services	15,230	23,000	23,000		
6802 Info Tech Service Charges	19,616	37,037	37,037		
6803 City Garage Charges	22,692	32,776	32,776		
6906 Office Equip & Furn Rent	2,014	2,431	2,431		
TOTAL SERVICES	116,673	231,773	185,677		
SUPPLIES					
7004 Uniform/Safety Clothing	439	1,200	1,200		
7206 Vehicle Maintenance	416	416	416		
7803 Chemical & Lab Supplies	2,764	3,500	5,550		
7804 Medical Supplies	4,790	35,522	15,000		
7805 Weapons & Ammunitions	-	1,200	1,200		
7807 Food	-	13,000	3,300		
7810 Special Departmental Supplies	8,566	14,000	14,000		
TOTAL SUPPLIES	16,975	68,838	40,666		
FIXED ASSETS					
8501 Other Betterments/Improv	-	57,500	77,477		
8801 Capital Lease	5,936	5,477	5,977		
TOTAL FIXED ASSETS	5,936	62,977	83,454		
DIVISION TOTAL	491,968	894,731	701,396		

*Please note: This division was transferred to Facilities and Community Services, orgkey 101311.
This change is reflected in Fiscal Year 2022-23 and forward.*

Police Community Services Bureau

Program Description:

The Community Services Bureau works closely with residents and business owners to prevent crime, solve problems, and enhance the quality of life of Redlands' residents. The Community Services Bureau is comprised of several sub-units, namely:

- **Traffic and Special Events Unit:** One Sergeant and two traffic officers are assigned to the Traffic and Special Events Unit. The sergeant is responsible for coordinating the efforts of the community service officers assigned to parking control that enforce parking standards throughout the city. The sergeant also manages all the Office of Traffic Safety (OTS) grants which encompass sobriety checkpoints, Click It or Ticket operations, additional traffic enforcement, and DUI saturation patrols during special events and holidays. In addition to traffic duties, the sergeant, traffic officers, and parking control officers organize traffic flow for all of the special events in town such as the Christmas Parade, Redlands Bicycle Classic, Run Through Redlands, Lincoln Pilgrimage Parade, high school graduation ceremonies, several triathlon/5-10 K runs and approximately thirty additional special events that are held on weekends that require traffic control. The sergeant also supervises the Citizen Volunteer Unit, the Community Policing Unit, and the two school resource officers.
- **Community Policing Unit:** Two officers are assigned to the Community Policing Unit. The community policing officers (CPOs) are committed to addressing issues such as homelessness and ongoing crime problems, and they promote long-term interactions with community members and local businesses. CPOs work closely with the community and faith-based organizations to strengthen community relationships while working towards common goals of public safety and well-being. They also spearhead department youth programs and assist in special events.
- **School Resource Officers:** Two officers have been assigned to work as school resource officers (SROs). The SROs work with the Redlands Unified School District to improve the safety of students and staff at the selected schools and to reduce crime committed by juveniles and young adults. Moreover, the SROs establish a trusting channel of communication with students, parents, and teachers. The SROs serve as positive role models to instill in students good moral standards, good judgment and discretion, respect for other students, and a sincere concern for the school community. One officer is assigned to Redlands High School, while the other officer is assigned to Citrus Valley High School. Both positions are funded by the Redlands Unified School District.
- **Triage, Engagement, and Support Teams (TEST):** One San Bernardino County Department of Behavioral Health TEST team member is assigned to work in the Redlands Police Department to assist both communities policing officers and patrol officers in providing services to residents. Triage teams specialize in crisis intervention, continuum of care, and intensive case management for individuals experiencing an urgent psychiatric health condition with up to 59 days of individualized linkage and follow-up services. The goal is to improve consumer experience by improving access to mental health services with local staff and rapid response times, allowing the consumer to possibly stay within their community by strengthening their opportunity for recovery and wellness while reducing involvement with the criminal justice system, reducing frequencies of emergency room visits and/or unnecessary hospitalization. While a valuable resource, there has been a high degree of turnover of TEST staff since its inception.
- **Citizen Volunteers:** The Department also has a Citizen Volunteer Unit consisting of hardworking men and women who have chosen to give back to their community. After a person completes the application process to join the Citizen Volunteer Unit, they complete a

preparation academy. This intensive training gives them an understanding of the various components of the department and the expectations of the community. After their initial training, the CVs patrol the city in specially marked patrol units and serve as the “eyes and ears” of the department. They provide a lookout for illegal activities, carry a police radio, and are in constant contact with Dispatch and the officers on duty.

Program Objectives:

- Support the department’s community policing and problem-solving efforts through active participation and input on issues.
- Conduct proactive patrols and take the appropriate enforcement action.
- Reduce the number of traffic collisions by enforcing traffic laws.
- Reduce the number of traffic collisions caused by DUI drivers by conducting DUI checkpoints.
- Work with the Redlands Unified School District to improve the safety of students and staff at the selected schools and to reduce crime committed by juveniles and young adults.
- Work with the Department of Behavioral Health to improve the consumer experience.
- Maintain a strong, viable volunteer program that assists department members in their efforts to provide a safe and sustainable community.

Accomplishments for Fiscal Year 2021-2022:

- The Traffic and Special Events Unit assisted with traffic control and in providing public safety services at several special events in town that resumed once COVID restrictions began to lift such as the Redlands Bowl Summer Music Festival, and Run thru Redlands, commencement and graduation ceremonies, and other outdoor events.
- The Traffic Unit continued its regular enforcement duties, and the department was awarded the Office of Traffic Safety Selective Traffic Enforcement Program grant for 2021/2022 in the amount of \$103,000. The grant provides funding to conduct six (6) DUI checkpoints, eight (8) DUI saturation patrols, one (1) Know Your Limit campaign, two (2) collaborative DUI and traffic enforcements with partner agencies, sixteen (16) different traffic enforcement operations, and a traffic safety education class. Thus far, the Traffic Unit has investigated a total of seven (7) traffic fatalities during the fiscal year.
- The Community Policing Unit continues to foster positive police-community relationships by coordinating and participating in numerous community policing events and youth leadership activities and programs. Many of these community events are sponsored by the Redlands Police Community Foundation (RPCF), a non-profit organization dedicated to providing additional support to the Redlands Police Department, including the “Coptober Community Fair,” the serving of community Thanksgiving meals, Blue Christmas, Heroes and Helpers, and other youth leadership events throughout the year.
- Despite various COVID-19 challenges that limited the activity of the unit, members of the Citizen Volunteer Unit donated approximately 3,500 hours in 2021/2022. Volunteers are a vital part of the department’s strategy to meet the public safety needs of the community. The operational expenses of the Citizen Volunteer Unit are funded through the RPCF.
- Officers continue to address problems associated with homelessness by taking a proactive and holistic approach to solving issues. Officers have helped some homeless obtain housing and other resources. Additionally, they have worked with several agencies to clean up homeless camps. The department has also implemented and maintained a strategy that keeps city parks free from homeless encampments by offering individuals a bed in a local transitional housing facility. Funding to continue this strategy has been secured into the next year.

- Redlands Unified School District students resumed in-person instruction after 1.5 years of distance learning as a result of COVID-19. The SROs were once again able to interact with the students in a traditional, on-site manner.

**DEPARTMENT/DIVISION
COMMUNITY SERVICES**

FUND
GENERAL FUND

ORGKEY
101204

OBJECT	2020-21 ACTUAL (AUDITED)	2021-22 ADJUSTED BUDGET	2021-22 12 MONTH ESTIMATED	2022-23 CITY COUNCIL ADOPTED	2023-24 CITY COUNCIL ADOPTED
SALARIES AND BENEFITS					
5001 Salaries: Full-Time	1,120,468	1,269,906	1,192,073	-	-
5003 Labor Code Sec 4850	2,413	-	6,604	-	-
5101 Overtime Salaries	46,517	155,000	155,000	-	-
5102 O.T. Reimbursable	14,155	45,000	45,000	-	-
5104 Major Crime OT	9,688	8,500	8,500	-	-
5105 Overtime: Court/Other	1,637	4,000	4,000	-	-
5202 Holiday Pay	15,091	-	17,438	-	-
5203 Bonus	2,000	-	-	-	-
5204 Accrual Payout	28,626	-	34,722	-	-
5301 Banked Leave Buy Back	95,670	142,954	96,334	-	-
5401 Pension Contributions	712,899	914,382	502,383	-	-
5501 FICA/Medicare	25,344	32,066	26,559	-	-
5601 Deferred Compensation	73,626	97,023	13,671	-	-
5701 Health/Dental Insurance	165,995	212,877	199,720	-	-
5702 Workers' Comp Insurance	19,533	22,750	22,750	-	-
5703 Disability Insurance	948	1,264	1,008	-	-
5704 Unemployment Insurance	859	5,136	4,626	-	-
5705 Life Insurance	596	745	662	-	-
5802 Eyecare Reimbursement	-	450	450	-	-
5803 Clothing Allowance	24,908	33,616	33,616	-	-
5903 Other Taxable Benefits	9,561	11,860	11,860	-	-
TOTAL SALARIES AND BENEFITS	2,370,534	2,957,529	2,376,976	-	-
SERVICES					
6402 Travel Expense/Reimbursement	50	-	-	-	-
6710 Special Contractual Services	20,555	38,500	38,500	40,425	42,446
6802 Info Tech Service Charges	67,766	92,592	92,592	154,066	165,741
TOTAL SERVICES	88,371	131,092	131,092	194,491	208,187
SUPPLIES					
7806 Promotional Supplies	-	5,000	5,000	5,250	5,513
TOTAL SUPPLIES	-	5,000	5,000	5,250	5,513
DIVISION TOTAL	2,458,905	3,093,621	2,513,068	199,741	213,700

**Police
Special Services Bureau**

Program Description:

The Redlands Police Department's Investigations Unit is responsible for conducting criminal investigations and unresolved field investigations. Following up on the initial efforts of patrol and community service officers, the Investigations Unit's mission is to identify and apprehend those responsible for the commission of various crimes, such as homicides, sexual assaults, robberies, burglaries, thefts, aggravated assaults, and facilitate the recovery of stolen property. The Investigations Unit is also responsible for protecting the innocent and wrongfully accused. Criminal investigations include gathering information, interviewing parties, and collecting evidence. The arrests of offenders and recovery of stolen property are accomplished through the evaluation of crime trends and patterns, the identification and location of past and probable offenders, and the utilization of modern police technology and forensic sciences. By developing and maintaining active relationships between the Redlands Police Department and other law enforcement agencies, social service organizations, local citizen groups, and the district attorney, the investigators successfully bring criminal cases to prosecution and conviction.

The Investigations Unit is comprised of the following:

- **Violent Crimes:** This sub-unit has primary responsibility for homicides, rapes, assaults, robberies, and other acts of violence against adults.
- **Special Victims:** This sub-unit has primary responsibility for crimes against children or senior citizens.
- **Property Crime:** This sub-unit is responsible for burglaries, fraud, identity theft, vehicle theft, and other theft-related crimes.
- **Internet Crime Against Children (ICAC):** This subunit is associated with LAPD's ICAC Task Force and is responsible for investigating Internet crimes against children. Reports are generated through the National Center for Missing and Exploited Children (NCMEC). NCMEC receives the reports from electronic service providers and persons who report directly on their website.
- **Crime Analysis:** This sub-unit has primary responsibility for analyzing crime trends, series, and patterns to increase the department's ability to investigate and apprehend criminals, as well as control crime.
- **Forensics Unit:** This sub-unit works closely with the Investigations Unit, other members of the Special Services Bureau, and the Patrol Services Bureau handling various types of calls including sex crimes, homicides, traffic investigations, and property crimes.
- **Property and Evidence:** This sub-unit assists by properly retaining and maintaining all property and evidence. The Unit is also responsible for the transportation of items of evidence for additional processing to the San Bernardino County Sheriff's Crime Lab.

Program Objectives:

- Investigate crimes to disposition, including arrest, prosecution, and conviction.
- Develop and implement strategies to address crime trends, patterns, and series.
- Train and educate patrol officers in specialized criminal investigations and procedures.

Significant Program Changes:

- Due to staffing shortages, reassignment of one (1) detective previously assigned to the San Bernardino County Sheriff's Department Human Trafficking Task Force to the Redlands Police Department's Investigative Services Bureau.

Accomplishments for Fiscal Year 2021-2022:

- Detectives responded to assist Patrol at the scene of a homicide. Upon entry, officers located a 33-year-old male victim deceased with multiple gunshot wounds. Investigators identified the suspect who was later located and arrested, along with his 23-year-old girlfriend.
- Detectives responded to assist Patrol upon the scene of a homicide. It was determined that the victim and suspect were involved in an altercation over a drug deal. The suspect struck the victim with a piece of concrete, killing him. The suspect was arrested.
- Detectives worked a case where a man entered a home in a neighborhood through an unlocked window shortly after 3 a.m. Once inside the house, the man inappropriately touched a sleeping 10-year-old boy over his clothing. When the victim woke up, the intruder fled through the window. Detectives identified and arrested the suspect on charges of burglary and lewd conduct with a child under 14.
- Detectives followed up on a report of an assault at a Starbucks where a victim was found bleeding from a head injury. Officers learned the unknown suspect confronted the victim inside the business and punched and kicked him several times before fleeing. Detectives identified the suspect and, with the assistance of SET officers, were able to take him into custody.
- Detectives investigated reports of multiple fire hydrants being stolen throughout the City. During the investigation, officers located two suspect vehicles, including a U-Haul, in the theft of a fire hydrant in the area of Orange Tree Lane and California Street. The vehicles were stopped at a warehouse on Pioneer Avenue with a total of three adult occupants and a 4-year-old child. During the investigation, detectives located portions of the missing fire hydrants, specialized tools, and other equipment as well as construction spools of copper wire inside the U-Haul. Police also located recycling receipts. An additional vehicle was located at a residence in the City with another fire hydrant in the back seat. Another hydrant was located in the yard of the residence. Three people were arrested.
- Detectives followed up on a report of a strong-arm robbery near the Ross store in Redlands. The suspect forcefully pushed the victim down and stole her purse. A witness observed the suspect enter a vehicle and flee the area. MET officers were able to locate the vehicle and detain three juvenile occupants. Detectives responded to conduct a follow-up investigation, and the suspects were all arrested and booked into juvenile hall.
- Detectives followed up on a theft from a storage facility, where the victim lost a large quantity of rare and valuable coins and collectible paper currency. Detectives identified suspects and, with a great deal of assistance from the SET team, were able to locate and recover the majority of the stolen property from multiple locations and arrest the suspects.
- Detectives took a report of historical sexual abuse of over 6 years. Detectives conducted a follow-up investigation and were able to obtain an arrest warrant for the suspect. With the assistance of the SET team, the detectives were able to take the suspect into custody.
- Detectives responded to assist Patrol in the investigation of a robbery that had occurred at a local business. Patrol officers responded and located the suspects. Detectives assisted in serving search warrants and recovering the stolen property.

Program Description:

The Redlands Police Department's Special Operations Unit was created to lead the department's proactive efforts to intervene in street-level felonious crime through prevention, intervention, and suppression of criminal activity. The Special Operations Unit is comprised of the following:

- **Multiple Enforcement Team (MET):** A proactive group of officers whose responsibilities include monitoring and suppressing gang activity, addressing emerging crime patterns and series, and conducting investigations of gang-related crimes. MET suppresses gang activities and crime patterns through street contact, intelligence gathering, and selective enforcement. MET works closely with the probation and parole departments and participates in countywide gang suppression activities. MET attends parole check-ins to keep abreast of current parolees in Redlands. The team relies heavily on crime data and analysis to perform its mission. In addition, the responsibility of investigating auto thefts falls under MET.
- **Special Enforcement Team (SET):** SET is responsible for the apprehension of suspects who have committed serious crimes in the city of Redlands. SET has one officer assigned to IRNET, the Inland Regional Narcotics Enforcement Team. IRNET is responsible for major narcotics investigations throughout the Inland Empire and beyond. SET also handles all criminal extraditions for the Police Department. This requires team members to travel to different jurisdictions or states to retrieve wanted suspects who have been apprehended for crimes committed in Redlands.
- **Special Weapons and Tactics Team:** The department's Special Weapons and Tactics (SWAT) team performs high-risk operations that fall outside the abilities of regular officers. SWAT duties include serving high-risk search warrants and dealing with barricaded suspects and heavily-armed criminals.
- **Crisis Negotiation Team:** The RPD Crisis Negotiation Team responds to incidents that involve barricaded subjects, with or without hostages, and suicidal subjects. Using highly skilled and trained negotiators, the team strives to resolve incidents peacefully, thereby reducing the risk of injury or loss of life.

Program Objectives:

- Use proactive efforts through prevention, intervention, and suppression to address criminal activity, crime trends, and criminal offenders
- Continued participation in the regional drug task force which enhances the effectiveness of efforts to lower illegal narcotic sales, use, and production in the Inland Empire area
- Continue collaborative efforts to supervise and rehabilitate probationers released into our community on Post Release Community Supervision (PRCS)
- Train and educate patrol officers in specialized criminal investigations and procedures

Significant Changes:

- As a result of staffing shortages, in December 2021, the MET team was temporarily disbanded to fill numerous vacancies within the Patrol Services Bureau to allow the Redlands Police Department to continue to respond to calls for services within the City.

Accomplishments for Fiscal Year 2021-2022:

- RFD responded to an early morning structure fire off of San Timoteo Canyon Road and discovered an illegal marijuana cultivation operation with thousands of plants and an outbuilding containing a sophisticated marijuana cultivation operation. The RPD's Street Enforcement Team and members of the San Bernardino County Sheriff's Department's Marijuana Enforcement Team responded to investigate the illegal cultivation operation, and in total, more than 11,000 marijuana plants and 83 pounds of harvested product were taken for destruction.
- The SET team developed information regarding a mid-level fentanyl dealer who had been supplying several street-level dealers in Redlands. Through investigation, they identified and located the subject. With the assistance of the MET team, they conducted a traffic stop which led to a search of the vehicle. Approximately two pounds of powdered fentanyl and a half-ounce of methamphetamine were located inside the vehicle. They then served a search warrant at the suspect's residence, which yielded additional powdered fentanyl, 30 Xanax pills, a semi-automatic pistol, and other items indicative of illicit drug sales. One male and one female were arrested.
- RPD received a report that a man armed with a handgun was robbing the U.S. Bank at 640 Orange St. MET/SET and patrol officers arrived as the suspect was fleeing the bank on foot and apprehended him before he could get into his vehicle. Police found the suspect in possession of cash from the bank robbery. Inside his vehicle officers discovered several firearms and hundreds of rounds of ammunition. The suspect was arrested and police investigated the possibility that he was involved in additional bank robberies in the area.
- The MET team received information that a female had been sexually assaulted by a local gang member. The unit investigated the report with the assistance of detectives. A search warrant was obtained and the suspect was taken into custody.
- The MET team developed information that two subjects who were on parole had firearms, narcotics, and a stolen vehicle. The team worked with SET officers and was able to make contact with the suspects. One suspect was taken into custody at that time for possession of a firearm and narcotics.
- The MET team developed information that a gang member was supplying guns and drugs to Redlands' residents. The SET team worked with MET leading to the arrest of a San Bernardino gang member while on parole who was in possession of 5 firearms and over 3 ounces of methamphetamine. The investigation revealed the gang member was participating in street-level sales of narcotics and trafficking of firearms in the City of Redlands.
- The MET team conducted a traffic stop on a North Side Redlands gang member resulting in a brief pursuit and subsequent arrest for failing to yield. A follow-up probation search of the subject's Redlands residence revealed he was in possession of a short barrel AR-15 and armor-piercing ammunition.
- During a proactive traffic stop, MET officers recovered over 3 pounds of methamphetamine. The investigation revealed that the arrested suspect was a gang member participating in drug trafficking between Southern California and Colorado.
- The SET team assisted the detectives on two robbery investigations that were determined to be related. During their investigation, SET served several warrants and developed information regarding the suspects. The suspects were also identified in other robberies in other jurisdictions. During their investigation, the SET team located one of the suspects in Palm Springs. They conducted extensive surveillance which allowed them to identify additional suspects. Detectives organized a multi-agency plan to take the primary suspect into custody and serve additional search warrants. The SET team, along with officers from other jurisdictions, was able to take the primary suspect into

custody and later serve the warrants. The investigation concluded with the arrest of six males and one female and the recovery of six loaded guns and one AR-15.

- The SET team assisted the detectives with a mail theft series. Detectives developed information on a possible person of interest. The SET team spent several days conducting surveillance and conducting further investigation. The SET team was able to locate a U-Haul vehicle in Yucaipa that was associated with the thefts and near a residence of an associate of the person of interest. Through further investigation and surveillance, the SET team was able to coordinate a traffic stop of a suspect vehicle which resulted in the arrest of a suspect. The detectives worked with the Postal Inspectors to file federal charges against the suspect.
- The MET and SET teams recovered 34 guns during various investigations.
- The SET team conducted 106 surveillance operations and made 100 arrests.

**DEPARTMENT/DIVISION
SPECIAL SERVICES**

FUND
GENERAL FUND

ORGKEY
101205

OBJECT	2020-21 ACTUAL (AUDITED)	2021-22 ADJUSTED BUDGET	2021-22 12 MONTH ESTIMATED	2022-23 CITY COUNCIL ADOPTED	2023-24 CITY COUNCIL ADOPTED
SALARIES AND BENEFITS					
5001 Salaries: Full-Time	2,735,412	2,932,413	2,505,847	-	-
5002 Salaries: Part-Time	-	-	11,712	-	-
5003 Labor Code Sec 4850	5,023	-	81,258	-	-
5101 Overtime Salaries	157,963	268,000	268,000	-	-
5102 O.T. Reimbursable	23,350	60,000	75,000	-	-
5104 Major Crime OT	101,391	154,000	109,000	-	-
5105 Overtime: Court/Other	27,541	27,500	57,500	-	-
5201 Stand By	7,145	9,000	11,496	-	-
5202 Holiday Pay	37,490	-	38,524	-	-
5204 Accrual Payout	118,407	-	102,345	-	-
5301 Banked Leave Buy Back	250,056	406,916	215,551	-	-
5401 Pension Contributions	1,923,827	2,000,502	1,884,255	-	-
5501 FICA/Medicare	62,564	80,517	68,752	-	-
5601 Deferred Compensation	306,055	10,387	27,326	-	-
5701 Health/Dental Insurance	403,237	430,375	362,109	-	-
5702 Workers' Comp Insurance	54,259	62,768	62,768	-	-
5703 Disability Insurance	1,939	3,617	3,724	-	-
5704 Unemployment Insurance	2,268	11,429	11,011	-	-
5705 Life Insurance	1,473	1,659	1,551	-	-
5802 Eyecare Reimbursement	-	1,125	1,125	-	-
5803 Clothing Allowance	65,788	72,016	72,016	-	-
5903 Other Taxable Benefits	25,875	40,540	40,540	-	-
TOTAL SALARIES AND BENEFITS	6,311,063	6,572,764	6,011,410	-	-
SERVICES					
6701 Undercover Investigations	-	15,000	15,000	15,000	15,000
6703 Software Support/Development	-	-	-	35,159	18,604
6710 Special Contractual Services	2,222	2,665	2,665	8,298	8,438
6802 Info Tech Service Charges	174,854	254,628	254,628	319,984	344,231
TOTAL SERVICES	177,076	272,293	272,293	378,441	386,273
SUPPLIES					
7102 Small Tools & Equipment	-	-	-	16,150	3,600
7803 Chemical & Lab Supplies	3,293	3,300	3,300	3,465	3,638
7810 Special Departmental Supplies	-	-	-	22,500	-
7901 Non-Capital Expenditures	-	-	-	35,000	-
TOTAL SUPPLIES	3,293	3,300	3,300	77,115	7,238
DIVISION TOTAL	6,491,432	6,848,357	6,287,003	455,556	393,511
DEPARTMENT TOTAL	28,497,658	34,666,137	33,359,600	35,335,442	35,551,297

Police Asset Forfeiture and Grants

Program Description:

The Redlands Police Department receives a share of the value of all assets seized during drug-related arrests. Expenditures of these funds are intended to supplement, not supplant, police department needs, including personnel, equipment, and vehicles. All expenditures follow guidelines as cited in the U.S. Department of Justice's "Guide to Equitable Sharing of Federally Forfeited Property for State and Local Law Enforcement Agencies."

The Redlands Police Department actively seeks a variety of grants to supplement operations.

Program Objectives:

Asset forfeiture supplements a variety of community drug and violence resistance programs.

Grants awarded and/or funded through the 2021-2022 fiscal year include:

- The State Homeland Security Grant Program (HSGP) is designed to secure and provide the nation with the capabilities required across the whole community to prevent, protect against, mitigate, respond to, and recover from threats, hazards, and acts of terrorism and other catastrophic events that pose a great risk to the United States. The HSGP is one tool among a comprehensive set of federal measures administered by Cal OES to help strengthen the state against risks associated with potential terrorist attacks. The Redlands Police Department funding for this period includes funding for seven (7) SWAT ballistic vests.
- State of California Department of Justice Tobacco Grant funds will be used to conduct decoy operations, shoulder tap operations, inspections, and education efforts, much like the efforts that have been implemented around alcohol-related issues.
- Office of Traffic Safety Selective Traffic Enforcement Grant focuses on traffic safety issues and enforcement that funds overtime for DUI and driver's license checkpoints; DUI saturation patrols; special enforcement operations and court stings. The OTS grant also provides for traffic enforcement-related training.
- Supplemental Law Enforcement Services Fund (SLESF) supplements one full-time community services officer, one full-time property & evidence technician, one part-time community service officer for fleet maintenance, and two part-time background investigators, as well as purchasing specialized equipment for the department.

DEPARTMENT/DIVISION
GOV'T GRANTS - POLICE

FUND
POLICE GRANT FUND

ORGKEY
200202

<u>OBJECT</u>	<u>2020-21 ACTUAL (AUDITED)</u>	<u>2021-22 ADJUSTED BUDGET</u>	<u>2021-22 12 MONTH ESTIMATED</u>	<u>2022-23 CITY COUNCIL ADOPTED</u>	<u>2023-24 CITY COUNCIL ADOPTED</u>
SALARIES AND BENEFITS					
5101 Overtime Salaries	9,122	46,700	46,700	-	-
5102 O.T. Reimbursable	65,171	167,779	123,912	-	-
TOTAL SALARIES AND BENEFITS	74,293	214,479	170,612	-	-
SERVICES					
6402 Travel Expense/Reimbursement	1,017	5,310	1,697	-	-
6403 Training	-	-	250	-	-
6710 Special Contractual Services	22,748	23,208	23,208	-	-
TOTAL SERVICES	23,765	28,518	25,155	-	-
SUPPLIES					
7004 Uniform/Safety Clothing	4,191	1,910	23,568	-	-
7810 Special Departmental Supplies	24,598	96,309	93,596	-	-
TOTAL SUPPLIES	28,789	98,219	117,164	-	-
FIXED ASSETS					
8706 All Other Equipment	-	86,251	86,251	-	-
TOTAL FIXED ASSETS	-	86,251	86,251	-	-
DEPARTMENT TOTAL	126,847	427,467	399,182	-	-

**DEPARTMENT/DIVISION
ASSET FORFEITURE**

FUND
ASSET FORFEITURE FUND

ORGKEY
246200

OBJECT	2020-21 ACTUAL (AUDITED)	2021-22 ADJUSTED BUDGET	2021-22 12 MONTH ESTIMATED	2022-23 CITY COUNCIL ADOPTED	2023-24 CITY COUNCIL ADOPTED
SALARIES AND BENEFITS					
5101 Overtime Salaries	-	35,000	-	35,000	35,000
5501 FICA/Medicare	-	508	-	508	508
TOTAL SALARIES AND BENEFITS	-	35,508	-	35,508	35,508
SERVICES					
6510 Other Insurance	719	800	800	840	882
6703 Software Support/Development	-	4,995	13,087	11,692	11,692
6704 Community Grant Award	2,200	476	476	384	-
6710 Special Contractual Services	24,637	21,500	21,500	21,500	21,500
TOTAL SERVICES	27,556	27,771	35,863	34,416	34,074
SUPPLIES					
7004 Uniform/Safety Clothing	-	-	7,500	27,000	24,000
7101 Office Equipment & Furniture	-	5,000	-	-	-
7805 Weapons & Ammunitions	8,728	15,000	25,000	45,000	15,000
7810 Special Departmental Supplies	24,954	76,460	50,000	50,000	50,000
TOTAL SUPPLIES	33,682	96,460	82,500	122,000	89,000
FIXED ASSETS					
8704 Motor Vehicles	-	6,820	6,783	-	-
TOTAL FIXED ASSETS	37,340	6,820	6,783	-	-
FUND TOTAL	98,578	166,559	125,146	191,924	158,582

DEPARTMENT/DIVISION
SUPPLEMENTAL LAW ENFORCEMENT

FUND
SUPPLEMENTAL LAW ENFORCEMENT FUND

ORGKEY
249200

OBJECT	2020-21 ACTUAL (AUDITED)	2021-22 ADJUSTED BUDGET	2021-22 12 MONTH ESTIMATED	2022-23 CITY COUNCIL ADOPTED	2023-24 CITY COUNCIL ADOPTED
SALARIES AND BENEFITS					
5001 Salaries: Full-Time	123,463	-	-	-	-
5002 Salaries: Part-Time	18,435	101,700	-	112,084	117,558
5101 Overtime	3,138	-	-	-	-
5105 OOther	112	-	-	-	-
5202 HolidayPay	604	-	-	-	-
5301 Banked Leave Buy Back	1,136	-	-	-	-
5401 Pension Contributions	28,540	-	-	-	-
5501 FICA/Medicare	12,488	7,780	-	-	-
5601 Deferred Compensation	860	-	-	-	-
5701 Health/Dental Insurance	14,229	-	-	-	-
5702 Workers' Comp Insurance	1,655	2,175	2,175	2,175	2,715
5703 Disability Insurance	1,287	-	-	-	-
5704 Unemployment Insurance	1,878	2,604	-	-	-
5705 Life Insurance	124	-	-	-	-
5803 Clothing Allowance	3,400	-	-	-	-
5903 Other Taxable Benefits	1,714	-	-	-	-
TOTAL SALARIES AND BENEFITS	213,063	114,259	2,175	114,259	120,273
SERVICES					
6703 Software Support/Development	9,290	10,000	10,177	94,132	94,132
6710 Special Contractual Services	12,000	25,000	25,000	25,000	25,000
TOTAL SERVICES	21,290	35,000	35,177	119,132	119,132
SUPPLIES					
7211 Computer Components	-	-	-	18,000	-
7901 Non-Capital Expenditures	8,570	-	-	-	-
TOTAL SUPPLIES	8,570	-	-	18,000	-
FIXED ASSETS					
8704 Motor Vehicles	-	75,000	75,000	-	75,000
8706 All Other Equipment	-	75,000	-	75,000	-
TOTAL FIXED ASSETS	-	150,000	75,000	75,000	75,000
FUND TOTAL	242,923	299,259	112,352	326,391	314,405

Fire

Mission Statement:

The vision of the Redlands Fire Department is to be a progressive organization that leads the community in public safety. The service we provide will be of the highest quality and recognized as “The Redlands Way.”

Our mission is to provide a safe, professional, and courteous team that strives to exceed the expectations of our community and our organization. This mission requires our members to be part of a capable, aggressive, all-risk fire department that is focused on “Preserving the Past and Protecting the Future” of those we serve. We will hold to the core values of honor, loyalty, pride, and courage while pursuing the ideals of compassion, respect, efficiency, and innovation to accomplish our mission.

Departmental Goals:

- Remodel Fire Station 262 to accommodate multi-gender crews and meet ADA requirements.
- Secure funding for design, engineering, and construction for the relocation of Fire Station 264.
- Secure funding for the design, engineering, and construction of Fire Stations 265 and 266.
- Implement the FY22/23 objectives of the Strategic Plan.
- Continue to safeguard the community from fire through effective fire suppression, fire code compliance programs, public education, and risk mitigation.
- Continue to provide skilled and empathetic advanced life support pre-hospital care by well-trained personnel, as well as meet the education and delivery standards required by the State of California and County of San Bernardino to ensure this level of service.
- Development, implementation, and sustenance of a successful community-based education related to CPR and automatic external defibrillators.

Fire Administrative Services

Division Description:

Administrative Services consists of the Fire Chief who oversees all Fire Department activities. The Fire Chief is supported by one Management Analyst. The Redlands Fire Department operates and maintains four separate fire stations and Fire Headquarters. The Administrative Division is responsible for the overall management of the various programs of the department and ensures overall requirements and program goals and objectives are accomplished.

Division Objectives:

- Continue to exercise fiscal discipline, monitor the budget, and remain committed to providing a high level of service to the residents of the City of Redlands.
- Restructure office staff functions, responsibilities, and procedures to be more efficient and productive.
- Draft, administer, and manage personnel policies and procedures for department personnel.
- Manage department contracts and agreements for programs and services, as well as partnerships with different fire agencies.
- Process, administer, and track mutual aid reimbursements from CalOES, Department of U.S. Forestry, and CalFire.
- Administer and process cost recovery billing contracts for the cost recovery program (Hazmat and Traffic Collisions), as well as the non-resident fee program; Process and track revenue for both programs.
- Administer the Household Hazardous Waste Program Contract with the San Bernardino County Fire District
- Administer grants agreements, projects, reimbursements, and the closeout of grants; continue to pursue grant opportunities to supplement department expenditures.
- Complete the purchase and installation of metal awning for the Household Hazardous Waste site funded through the CalRecycle grant.
- Continue to track expenditures for FEMA COVID-19 Public Assistance funding.

Fire Suppression Division

Program Description:

This division operates under the direction of the Deputy Chief supported by one Sr. Administrative Assistant and consists of the 54 personnel assigned to line or operational responsibilities. The department staffs four 3-person engines, one 3-person ladder truck, one 2-person paramedic squad, and one Battalion Chief per 24-hour shift. Fire Department units responded to approximately 11,000 individual emergencies in 2021.

Redlands Fire Suppression personnel manage the following programs:

- *California Incident Command Certification System (CICCS)*: The California Incident Command Certification System is a cooperative effort between the State Fire Marshal's Office and the Governor's Office of Emergency Services. This program standardizes training for wildland firefighting and certifies that individuals have been trained and hold a minimum level of competency (Cal-Fire, OES, County Fire Chiefs, NWCG FireScope).
- *Ladder Testing & Maintenance*: Testing, repair, and ongoing maintenance of ground ladders used by firefighters (NFPA 1932, OSHA).
- *Redlands Emergency Services Academy (RESA)*: A mutual partnership between Redlands Fire and Police Departments, Crafton Hills College, Redlands Unified School District, and COMPACT to offer new graduates of Redlands high schools the opportunity to experience first-hand the duties of police officers and firefighters (Crafton Hills Community College).
- *Rope/Technical Rescue Training*: This is a multi-faceted program that deals with the use of rope to rescue civilians as well as firefighters. A rope is a versatile tool that can be used to aid search teams to locate victims, provide egress in self-rescue, and raise/lower teams to provide rescue from precarious locations. The main areas of focus for this program are LARRO (Low Angle Rope Rescue Operational), Aerial Ladder rescue, Personal escape device (self-rescue rope), and Vertical rescue (CSFM, CAL-OSHA).
- *CONFIRE Operations Committee*: This is a multi-agency committee tasked with identifying and addressing needs and issues, reviewing new products for departments and the region, resource deployments, move-ups, resource availability, response times, response plans, computer-aided dispatch, and other logistical and communications issues.
- *CONFIRE Support Committee*: The Confire Support Committee provides technical expertise and knowledge. They evaluate, vet, and coordinate with the Operations Committee on new product implementation and provide technical input to challenges or issues with communications and CAD equipment.
- *Personal Protective Equipment Program (PPE)*: The PPE program is responsible for the supply cache inventory, specifications, and warranties of purchased PPEs, and tracking of issued equipment.
- *National Fire Incident Reporting System*: The National Fire Incident Reporting System (NFIRS) is a reporting standard that fire departments use to uniformly report on the full range of their activities, from fire to Emergency Medical Services (EMS) to severe weather and natural disasters.
- *Explorer Program/ Explorer Post 261*: In conjunction with the Boy Scouts of America, this program is designed to assist those between the ages of 15 and 21 in preparing for careers in the fire service. Additionally, the Explorers are utilized in many support functions within the department. Active members of Post 261 participate in group physical fitness, receive

classroom and hands-on training, and are involved in community events and projects. Fire Explorers learn firefighting skills, hose lays, ladders, basic first aid and patient care, wildland firefighting, vehicle extrication, and the use of firefighting tools and equipment.

- *Fit Testing/ N95/ P100 Tuberculosis Mask Fit Program:* This is an OSHA-required program that requires all personnel who wear Respiratory Equipment to be fit-tested annually. This ensures proper fit and seal, and limits exposure to toxic atmospheres. Title 8 annual fit testing of N-95 mask users is done to maintain compliance with the California Code of Regulations (OSHA 1910.134, California CCR Title 8, CCR).
- *Fleet Management:* The coordination of maintenance and repair of apparatus and equipment.
- *Hose Testing and Repair:* All fire hose within the department is annually tested. This program oversees over 60,000 feet of various sized diameter hoses and ensures an adequate inventory is kept meeting the needs of our department.
- *Safe Surrender:* As set forth under the Safely Surrendered Baby Law of 2006, this program allows mothers to drop off babies under 72 hours old at a Fire Station without any question. This very important program helps deter abandoning newborns (CFCA).
- *Standard Operating Procedures (Lexipol):* Management of this crucial program provides for the continuous updating and development of SOP's as related to the operations of the department.
- *Swiftwater Rescue:* Personnel assigned to this program have all been trained to the technician level, can train others, and are responsible for maintaining equipment inventories and serviceability.
- *Health and Wellness Program:* This program is a joint management and employee association program based upon the International Association of Fire Chiefs and International Association of Firefighters Wellness-Fitness Initiative (WFI) to improve the health and fitness of firefighters. Adopted in 2004, it helps reduce the risk of injury and illness and maintains a healthy and fit workforce (IAFC, IAFF).
- *Respiratory/SCBA Program:* Personnel assigned to this program ensure that all regulations, maintenance, and upgrading of fixed, mobile, and self-contained breathing systems are met. There are numerous federal, state, and local requirements and regulations that guide this program (NIOSH, NFPA, OSHA, CAL_OSHA, ANSI).
- *Pump Testing:* National Fire Protection Association Standard 1911 mandates fire apparatus pumps must be tested on an annual basis (NFPA 1911, Insurance Services Organization).

Program Objectives:

- Suppress structural, wildland, urban interface, vehicle, and other fires as necessary to ensure the health and safety of the community
- Provide emergency medical services to the ill and injured
- Conduct a technical search, rescue, and recovery activities within the City of Redlands or as requested on a mutual aid basis
- Respond to, contain, and oversee mitigation of hazardous materials incidents
- Conduct in-service training in support of the knowledge, skills, and abilities required to respond in a safe and proficient manner
- Support logistical and administrative functions as required to ensure the proper equipping, training, operations, and safety of the members of the Redlands Fire Department

Accomplishments for Calendar Year 2021:

- Members of the Redlands Fire Department were part of the COVID- 19 Incident Management Team that coordinated efforts countywide to create policy, public outreach, testing procedures, vaccine clinics for first responders, and response plans.
- Redlands Fire Department members participated in creating a Strategic Plan for the department. Committee members have actively met to coordinate the implementation of the goals and objectives of the plan which will be carried out over a 5-year timeframe.

DEPARTMENT/DIVISION
FIRE SUPPRESSION

FUND
GENERAL FUND

ORGKEY
101250

OBJECT	2020-21 ACTUAL (AUDITED)	2021-22 ADJUSTED BUDGET	2021-22 12 MONTH ESTIMATED	2022-23 CITY COUNCIL ADOPTED	2023-24 CITY COUNCIL ADOPTED
SALARIES AND BENEFITS					
5001 Salaries: Full-Time	4,147,026	4,650,763	4,658,153	5,185,287	6,037,688
5002 Salaries: Part-Time	4,408	-	2,942	-	-
5003 Labor Code Sec 4850	184,289	150,000	1,138	2,000	3,000
5101 Overtime Salaries	335,686	320,000	305,000	350,000	375,000
5102 O.T. Reimbursable	323,229	620,000	400,000	600,000	620,000
5103 Constant Staffing	1,546,439	1,500,000	1,500,000	1,800,000	1,800,000
5202 Holiday Pay	150,182	-	152,431	-	-
5203 Bonus	4,456	-	-	-	-
5204 Accrual Payout	84,386	-	40,152	-	-
5301 Banked Leave Buy Back	81,658	387,469	97,709	498,915	572,712
5401 Pension Contributions	3,597,911	4,072,645	4,080,123	4,532,182	4,988,306
5501 FICA/Medicare	101,844	91,345	100,882	101,383	115,397
5601 Deferred Compensation	444,691	182,307	404,099	145,089	168,830
5701 Health/Dental Insurance	720,385	808,788	808,788	836,871	1,010,333
5702 Workers' Comp Insurance	259,344	286,706	286,706	102,356	110,667
5703 Disability Insurance	54,884	47,970	54,460	56,280	67,194
5704 Unemployment Insurance	3,392	15,863	15,697	17,599	20,203
5705 Life Insurance	2,066	2,303	2,303	2,555	2,933
5802 Eyecare Reimbursement	2,353	675	1,125	675	675
5803 Clothing Allowance	37,600	41,035	41,035	46,035	52,635
5903 Other Taxable Benefits	5,306	10,602	10,602	10,288	10,500
TOTAL SALARIES AND BENEFITS	12,091,535	13,188,471	12,963,345	14,287,515	15,956,073
SERVICES					
6005 License & Permits	1,580	7,000	6,500	7,000	7,000
6007 Penalties and Interest	-	-	26	-	-
6102 Legal Services	450	-	16,443	10,000	10,000
6105 Medical/Physicals	5,790	14,000	6,500	14,000	14,000
6106 Other Professional Services	7,460	15,000	15,000	19,000	20,000
6304 Telephone	15,243	-	10,000	15,000	15,000
6401 Meeting & Prof Development	642	2,500	2,500	2,500	2,500
6402 Travel Expense/Reimbursement	3,808	8,500	8,500	8,500	9,500
6403 Training	1,255	5,200	5,200	5,200	6,000
6601 Postage	1,357	1,500	1,500	1,500	2,000
6702 Fingerprinting	370	1,500	1,000	1,000	1,000
6703 Software Support/Development	5,002	6,000	6,500	6,500	7,500
6710 Special Contractual Services	259,824	155,481	155,481	286,602	270,500
6802 Info Tech Service Charges	229,708	107,055	107,055	238,496	271,724
6803 City Garage Charges	580,028	508,270	508,270	612,240	717,034
6901 Printing and Binding	1,366	2,000	2,000	2,500	2,500
6902 Advertising	5,024	2,500	2,500	2,500	2,500
6905 Clothing and Linen Rent	6,698	6,500	21,874	13,000	15,000
6906 Office Equip & Furn Rent	2,719	3,000	3,000	3,000	4,000
6907 Comms Service & Rental	389,259	421,237	421,317	456,093	472,641
6908 Other Rentals	1,650	5,000	5,000	5,000	6,000
6909 Subscriptions & Memberships	3,697	4,050	4,050	5,000	6,000
6912 Reimbursed Expenditures	1,898	1,510	1,510	-	-
TOTAL SERVICES	1,524,828	1,277,803	1,311,726	1,714,631	1,862,399

**DEPARTMENT/DIVISION
FIRE SUPPRESSION**

FUND
GENERAL FUND

ORGKEY
101250

OBJECT	2020-21 ACTUAL (AUDITED)	2021-22 ADJUSTED BUDGET	2021-22 12 MONTH ESTIMATED	2022-23 CITY COUNCIL ADOPTED	2023-24 CITY COUNCIL ADOPTED
SUPPLIES					
7001 Books & Supplies	-	500	500	500	600
7002 Office Supplies	3,122	9,000	9,000	9,000	9,000
7003 Awards/Recognition Prgm	1,108	2,000	2,000	2,500	3,500
7004 Uniform/Safety Clothing	101,919	139,685	139,685	97,000	114,000
7005 Photo & Copying Supplies	-	2,000	2,000	2,000	2,500
7101 Office Equipment & Furniture	13,062	15,000	15,000	15,000	15,000
7102 Small Tools & Equipment	46,515	42,000	42,000	43,000	48,000
7201 Hardware Maint/Replace	673	4,987	4,987	6,000	7,000
7203 Office Equipment Maintenance	-	500	500	500	500
7204 Building/Grounds Maintenance	4,780	46,600	57,600	40,000	41,000
7205 Machinery & Equip. Maint.	25,973	24,893	24,893	21,800	22,300
7208 Repair/Maintenance Supplies	3,389	5,000	5,000	5,200	6,000
7209 Janitorial Supplies	20,981	18,000	18,000	18,000	18,500
7211 Computer Components	3,293	6,000	6,000	6,000	6,000
7213 Motor Vehicle Supplies	2,047	3,000	3,000	3,000	3,000
7804 Medical Supplies	1,030	5,260	5,260	3,000	3,500
7807 Food	3,379	4,000	4,000	4,000	4,500
7810 Special Departmental Supplies	150,750	125,051	125,051	199,050	199,250
7901 Non-Capital Expenditures	-	1	-	-	-
TOTAL SUPPLIES	382,021	453,477	464,476	475,550	504,150
FIXED ASSETS					
8501 Other Betterments/Improv	-	77,000	177,000	1,500,000	-
8503 Building Construction/Improv	-	695,875	595,875	-	-
8704 Motor Vehicles	133,418	3,092,160	30,000	160,000	180,000
8706 All Other Equipment	34,894	-	-	-	-
8801 Capital Lease	-	94,097	94,097	94,097	94,097
TOTAL FIXED ASSETS	168,312	3,959,132	896,972	1,754,097	274,097
DEBT SERVICE					
9001 Principal	239,514	246,478	3,372,397	253,645	383,259
9101 Interest	24,204	17,241	249,463	10,074	3,665
TOTAL DEBT SERVICE	263,718	263,719	3,621,860	263,718	386,924
DIVISION TOTAL	14,430,414	19,142,602	19,258,379	18,495,511	18,983,643

Fire Community Risk Reduction Division

Program Description:

This division operates under the direction of the Fire Chief and consists of the Fire Marshal, one Deputy Fire Marshal, one Fire Inspector, and one Administrative Assistant II. Operating under the guidelines of the California Fire Code (CFC) as adopted by the State of California and the City of Redlands, the Community Risk Reduction Division provides an all-hazards approach to life and fire safety, safeguarding the community from fire and other hazards through education, engineering, enforcement, investigation, evaluation, and analysis.

Redlands Community Risk Reduction Division manages the following programs:

- *Code management and policy development relating to life and fire safety;*
- *Construction document reviews for all new and improved buildings and structures throughout the City;*
- *New construction inspection of all fire-rated construction and fire protection systems;*
- *State-mandated annual and routine fire inspections of existing multi-family apartment buildings, hotels & motels, educational facilities, commercial and industrial buildings, and facilities as well as the systems, processes, and uses within these buildings;*
- *Code enforcement activities involving imminent life and fire safety hazards and vegetation management;*
- *Public education and information; and*
- *Conducts fire investigations to determine the origin and cause of all fires and explosions, hazardous material releases, and determining and affixing responsibility to individuals either civilly or criminally.*

Program Objectives:

- Provide a review of development projects related to the model construction codes and standards
- Conduct and enforce the fire code as adopted by the City of Redlands
- Authorize issuance of operational permits related to systems, processes, and uses as defined in the California Fire Code
- Conduct routine life and fire safety inspections
- Direct the Vegetation Management Program that protects life and property through defensible space and fire-wise strategies
- Provide logistical support for major emergencies through disaster and emergency incident management
- Oversee special events to ensure proper safety (assemblies, fireworks, etc.)
- Determine the origin and cause of all fires and explosions within the City of Redlands
- Investigates, arrests, and submits reports to the District Attorney for fires determined to be arson
- Seek cost recovery as the result of fire department responses to arson, negligent fires, and hazardous material releases
- Conduct juvenile fire setter's interventions
- Participation in city committees and advisory boards

Significant Program Changes:

- Develop and adopt California Fire Code provisions for January 1, 2023 adoption.
- Create developer guidelines and policies relating to the development
- Continue to re-staff to levels before COVID
- Re-established the State mandated inspections for hotels, motels, apartments, and educational occupancies

Accomplishments for Calendar Year 2021:

- Hired a new Deputy Fire Marshal and backfilled one Fire Inspector position
- Completed State mandated fire inspections for all hotels and motels
- Completed 632 construction document reviews
- Completed 794 new construction inspections
- Performed 161 routine fire inspections resulting in 1,186 violations found
- Conducted 483 vegetation (weed) abatement inspections

Goals for Calendar Year 2022:

- Prepare and deliver public education risk reduction, mitigation, and outreach materials to help reduce or eliminate specific hazards and risks
- Develop a partnership with ESRI to build risk management tools that will graphically display engineering, enforcement, and investigation risks and trends
- Begin the creation of a Community Wildfire Protection Plan
- Re-staff the Community Risk Reduction Division based on an NFPA 1730 analysis
- Revise the routine fire inspection program based on life, property, and environmental risks
- Rebuild the Community Risk Reduction website to be a resource for the community and development

DEPARTMENT/DIVISION
COMMUNITY RISK REDUCTION

FUND
GENERAL FUND

ORGKEY
101251

OBJECT	2020-21 ACTUAL (AUDITED)	2021-22 ADJUSTED BUDGET	2021-22 12 MONTH ESTIMATED	2022-23 CITY COUNCIL ADOPTED	2023-24 CITY COUNCIL ADOPTED
SALARIES AND BENEFITS					
5001 Salaries: Full-Time	198,936	365,365	312,539	474,092	489,636
5002 Salaries: Part-Time	686	-	-	-	-
5101 Overtime Salaries	665	-	277	-	-
5202 Holiday Pay	4,497	-	5,044	-	-
5204 Accrual Payout	16,069	-	194	-	-
5301 Banked Leave Buy Back	1,220	816	-	4,576	10,824
5401 Pension Contributions	51,366	106,768	87,270	140,989	149,086
5501 FICA/Medicare	16,522	27,456	22,290	35,812	37,787
5601 Deferred Compensation	4,521	6,335	5,139	7,829	7,829
5701 Health/Dental Insurance	23,639	46,014	33,878	56,785	58,391
5702 Workers' Comp Insurance	10,232	11,238	11,238	11,066	11,964
5703 Disability Insurance	948	1,283	838	2,516	2,687
5704 Unemployment Insurance	300	1,953	3,021	2,604	2,604
5705 Life Insurance	157	284	230	378	378
5801 Vehicle Allowance	-	-	-	-	-
5802 Eyecare Reimbursement	225	1,013	1,013	1,350	1,350
5803 Clothing Allowance	950	788	788	1,275	1,275
5903 Other Taxable Benefits	1,784	1,080	1,080	5,280	5,280
TOTAL SALARIES AND BENEFITS	332,717	570,393	484,839	744,552	779,091
SERVICES					
6106 Other Professional Services	5,515	10,000	10,000	10,000	10,000
6304 Telephone	4,360	4,500	4,500	4,500	4,500
6401 Meeting & Prof Development	100	2,400	1,400	2,400	2,400
6402 Travel Expense/Reimbursement	3,512	6,000	2,646	6,000	6,000
6403 Training	3,120	15,290	4,556	15,290	15,290
6601 Postage	254	1,500	1,500	1,500	1,500
6703 Software Support/Development	11,401	10,000	10,000	10,000	10,000
6710 Special Contractual Services	27,407	93,345	65,000	35,000	35,000
6802 Info Tech Service Charges	18,530	27,778	27,778	47,405	50,997
6901 Printing and Binding	2,266	2,500	2,500	2,500	2,500
6902 Advertising	-	5,000	2,500	5,000	5,000
6907 Comms Service & Rental	41,596	45,323	45,323	61,323	63,492
6909 Subscriptions & Memberships	4,284	5,290	5,290	5,290	5,290
6911 Bad Debt Expense	8,315	-	-	-	-
TOTAL SERVICES	130,660	228,926	182,993	206,208	211,969
SUPPLIES					
7001 Books & Supplies	1,832	3,000	3,000	5,000	5,000
7002 Office Supplies	542	3,150	3,150	3,000	3,500
7003 Awards/Recognition Prgm	-	1,300	1,300	1,500	1,500
7004 Uniform/Safety Clothing	4,159	12,000	12,000	12,000	12,000
7005 Photo & Copying Supplies	-	1,000	1,000	1,000	1,000
7101 Office Equipment & Furniture	1,013	1,500	1,500	1,500	1,500
7102 Small Tools & Equipment	4,914	8,800	8,800	8,800	8,800
7201 Hardware Maint/Replace	-	2,000	500	2,000	2,000
7204 Building/Grounds Maintenance	-	5,000	5,000	5,000	5,000
7205 Machinery & Equip. Maint.	1,000	2,200	2,200	2,200	2,200

DEPARTMENT/DIVISION
COMMUNITY RISK REDUCTION

FUND
GENERAL FUND

ORGKEY
101251

OBJECT	2020-21 ACTUAL (AUDITED)	2021-22 ADJUSTED BUDGET	2021-22 12 MONTH ESTIMATED	2022-23 CITY COUNCIL ADOPTED	2023-24 CITY COUNCIL ADOPTED
SUPPLIES (CONT.)					
7209 Janitorial Supplies	33	-	-	-	-
7211 Computer Components	2,136	3,000	3,000	3,000	3,000
7807 Food	332	1,000	1,000	1,000	1,000
7810 Special Departmental Supplies	3,252	6,000	6,000	6,000	6,000
TOTAL SUPPLIES	19,213	49,950	48,450	52,000	52,500
DIVISION TOTAL	482,590	849,269	716,282	1,002,760	1,043,560

Redlands Fire Department Training Program

Program Description:

This division operates under the direction of the Deputy Chief and consists of 1 Shift Battalion Chief and is supported by 3 Shift Captains. This team is responsible for all aspects of developing, implementing and documenting training strategies and exercises while meeting local, state, and federal requirements. This Division provides training and proficiency drills in various areas such as fire suppression, emergency medical care, infection control, hazardous materials response, technical rescue, water rescue operations, and wildland-urban interface fire suppression. The Training Division is also responsible for identifying individual and department-level training needs to ensure we meet the challenges and necessities of the community we serve. No dedicated staff is assigned to this function.

The Training division manages the following programs:

- *California Firefighter Joint Apprenticeship Program:* An apprenticeship program that parallels the State Board of Fire Service and the National Fire Protection Association Standards (California Firefighter Joint Apprenticeship Committee).
- *Engineer/Captain Certification:* Engineer and Captain Certification programs provide an in-house on-duty approach to developing personnel in the skills and experience necessary to become an Engineer and Captain.
- *Recruit Firefighter Testing Program:* Development, implementation, and delivery of entry-level tests.
- *Crafton Hills College Reimbursement Program ISA:* Registration of fire department personnel, tracking and documentation of approved training hours, and participation in annual site visits by the program administrator.
- *SBCTOA:* Maintain participation in the San Bernardino County Training Officers Association (SBCTOA). Ensuring that departmental training is collaborative and interoperable within our area of operation and response.

Program Objectives:

- Administer and ensure all minimum mandated training is provided for all members of the Fire Department.
- Ensure that each Company/ Individual meets an average of 20 hours of training per person per month.
- Compile and maintain training records for all field operational personnel.
- Conduct regularly scheduled performance standard drills to enhance individual skills. This includes Fire Company functions and multi-company coordination for emergency applications, including technical training, team training, officer training programs, and specialized equipment training.
- Schedule and conduct mandated Hazardous Materials 1st Responder training.
- Schedule and conduct mandated Wildland Fire Training.
- Submit Monthly CFFJAC (California Fire Fighter Joint Apprenticeship Committee) reports.
- Submit semester training hours, training documentation, department student rosters, and coordinate site visits with Crafton Hills Community College.
- Conduct Pre-Fire Planning and Industrial Facility Tours for personnel.
- Conduct single and multi-company training with Fire Departments throughout the region.
- Ensure succession training needs are met for all positions within the department.
- Schedule additional training as mandated by federal and state requirements.

- Coordinate recruit and promotional manipulative examinations.
- Manage training materials at Fire Stations (i.e., training manuals, new textbooks & videos, accident/investigation reports from Firefighter injury or Fatality incidents, etc.)

Accomplishments for Calendar Year 2021:

- 18,149 Total Training hours: Successfully provided department-level training, meeting State and Federal requirements for a total of 18,149 training hours. The average training hours per person for 2021 was 342. This training was accomplished in the face of COVID restrictions and per CDC mandates.
- Infection Control Training: 248 hours of training were recorded for infection control, COVID-19, and disease prevention. The Redlands Fire Department has taken an aggressive approach to ensure the safety of department personnel during the pandemic.
- Firefighter Rescue: Performed a multi-day and multi-company drill on firefighter rescue. The drill focused on Rapid Intervention Crew operations and the command and control of Mayday operations at Crafton Hills College.
- Confined Space Rescue Awareness: Performed departmental training on confined space rescue and reviewed key incident command positions. Confined space rescue is a high-risk operation that requires an understanding of OSHA regulations as well as a variety of technical rescue skills.
- Rope Rescue: Performed rope rescue training in conjunction with the implementation of new rescue equipment. Rope rescue is a high-risk operation that requires routine manipulative training.
- Wildland Firefighter Training: Performed wildland firefighting training that meets CICCS requirements. Wildland firefighting is a high-risk operation with multiple risk factors that require dynamic training. The training was performed departmentally as well as in conjunction with Cal Fire, Crafton Hills College, and San Bernardino County Training Officers Association (SBCTOA).
- Tractor Drawn Aerial (TDA): Developed training materials and certification process for the implementation of a TDA. Training has begun for the lead trainers that will be responsible for the implementation of training for all Redlands Fire members. Implementation training will be conducted over the next fiscal year.

DEPARTMENT/DIVISION
FIRE TRAINING

FUND
GENERAL FUND

ORGKEY
101252

<u>OBJECT</u>	<u>2020-21 ACTUAL (AUDITED)</u>	<u>2021-22 ADJUSTED BUDGET</u>	<u>2021-22 12 MONTH ESTIMATED</u>	<u>2022-23 CITY COUNCIL ADOPTED</u>	<u>2023-24 CITY COUNCIL ADOPTED</u>
SERVICES					
6106 Other Professional Services	-	10,000	-	5,250	5,250
6401 Meeting & Prof Development	-	5,225	5,225	8,000	8,000
6402 Travel Expense/Reimbursement	-	7,000	7,000	8,000	8,000
6403 Training	1,582	27,225	27,225	34,300	34,300
6703 Software Support/Development	770	3,000	3,000	2,000	2,000
6710 Special Contractual Services	-	18,840	8,840	18,000	18,000
6901 Printing and Binding	500	1,500	1,500	2,500	2,500
6902 Advertising	-	1,500	1,500	1,500	1,500
6907 Comms Service & Rental	2	-	-	-	-
6909 Subscriptions & Memberships	2	3,350	3,350	4,125	4,125
TOTAL SERVICES	2,856	77,640	57,640	83,675	83,675
SUPPLIES					
7001 Books & Supplies	-	3,000	3,000	3,000	3,000
7002 Office Supplies	500	1,000	1,000	1,000	1,000
7004 Uniform/Safety Clothing	1,036	2,000	2,000	4,500	4,500
7005 Photo & Copying Supplies	-	500	500	1,000	1,000
7102 Small Tools & Equipment	949	3,500	3,500	6,000	6,000
7211 Computer Components	49	3,000	3,000	5,000	5,000
7807 Food	1,087	2,900	2,900	3,150	3,150
7810 Special Departmental Supplies	6,142	3,000	3,000	3,000	3,000
7812 Audio-Visual Materials	-	1,200	1,200	1,200	1,200
TOTAL SUPPLIES	9,763	20,100	20,100	27,850	27,850
DIVISION TOTAL	12,619	97,740	77,740	111,525	111,525

Fire Emergency Preparedness

Program Description:

The Emergency Management and Preparedness Program has the task of planning and preparing all City departments, residents, and businesses for man-made and natural emergencies. The Emergency Operations division utilizes planning, training, and exercises to continually develop and sustain the City's mitigation, preparedness, response, and recovery capabilities. These capabilities minimize the loss of life and property and protect the environment from emergencies and significant disruptions. The Emergency Operations Division works with the City departments, other local municipalities, and an array of community-based organizations to ensure that the city and its residents have the resources and information they need to prepare, respond and recover from emergencies, disasters, and significant events.

Program Objectives:

- Update and maintain the City's Emergency Operations Flood and Local Hazard Mitigation Plan, Continual maintenance of the plan is required for the City to receive grant funding opportunities, as well as disaster recovery monies after an emergency, from the State of California and the Federal Government.
- Develop and coordinate with the American Red Cross, Redlands Unified School District, and the County of San Bernardino Office of Emergency Services on the mass care and sheltering needs of the city, as well as evacuation processes of the citizens within the city and their animals. The sheltering and evacuation needs will include the Access and Functional Needs community.
- Maintain and operate a viable Emergency Operations Center to ensure the readiness of the City.
- Coordinate with appropriate federal, state, and other local agencies, as well as applicable segments of private sector entities and volunteer agencies.
- Provide maintenance, updates to the system, and community outreach on the City's Emergency Notification System.
- Coordinate with local, county, and state agencies and organizations through mutual aid and mitigation agreements for disaster training.
- Standardized Emergency Management Systems (SEMS) and the National Incident Management System (NIMS).
- Develop NIMS compliance training program for all City employees.
- Develop an exercise program to include: Tabletop, functional and full-scale training for all EOC responders.
- Develop and implement a community outreach program to include; CERT, BERTT, Teen CERT, and citizen corps.
- Develop a communication partnership with the Redlands Emergency Communication Group to assist with mass care and shelter needs.
- Develop a partnership with the Faith-Based Community for donation management needs.

Accomplishments for Calendar Year 2021:

- Help with the recovery of \$200,000 for the El Dorado Fire for MUED
- Prepared CERT volunteers
 - Fit tested
 - New Gear

- Masks
- Provided masks to the Redlands Emergency Communications Group
- Trained CERT Members for Mobile Points of Dispense
- Provided Emergency Management Support to the following Incidents:
 - El Dorado Fire – tracked costs
 - Sunset Fire
 - Orange Fire
 - HAWC Water Break
 - Protests
 - Worked with GIS to monitor the 4th of July reporting

DEPARTMENT/DIVISION
EMERGENCY PREPAREDNESS

FUND
GENERAL FUND

ORGKEY
101254

OBJECT	2020-21 ACTUAL (AUDITED)	2021-22 ADJUSTED BUDGET	2021-22 12 MONTH ESTIMATED	2022-23 CITY COUNCIL ADOPTED	2023-24 CITY COUNCIL ADOPTED
SALARIES AND BENEFITS					
5001 Salaries: Full-Time	15,565	24,221	24,369	25,922	27,705
5202 Holiday Pay	420	-	354	-	-
5204 Accrual Payout	202	-	236	-	-
5301 Banked Leave Buy Back	539	699	-	236	236
5401 Pension Contributions	5,929	7,142	7,189	7,359	7,535
5501 FICA/Medicare	1,603	1,910	1,731	1,897	1,897
5601 Deferred Compensation	301	301	301	301	301
5701 Health/Dental Insurance	3,824	4,108	4,292	4,108	4,314
5702 Workers' Comp Insurance	4,547	4,934	4,934	2,766	2,991
5704 Unemployment Insurance	34	152	152	152	152
5705 Life Insurance	20	22	24	22	22
5802 Eyecare Reimbursement	-	79	148	79	79
5903 Other Taxable Benefits	344	326	326	326	326
TOTAL SALARIES AND BENEFITS	33,328	43,894	44,056	43,168	45,558
SERVICES					
6106 Other Professional Services	396	3,500	3,500	3,500	4,000
6304 Telephone	5,022	3,500	3,500	4,000	4,000
6401 Meeting & Prof Development	1,108	5,000	5,000	5,000	5,000
6402 Travel Expense/Reimbursement	-	2,500	2,500	2,500	2,500
6403 Training	344	3,000	3,000	3,000	3,000
6601 Postage	286	500	500	500	500
6703 Software Support/Development	-	500	500	500	600
6708 Special Program Expenditures	378	2,500	2,500	2,500	2,500
6710 Special Contractual Services	-	3,000	3,000	3,000	3,000
6802 Info Tech Service Charges	8,161	9,259	9,259	11,851	12,749
6803 City Garage Charges	-	2,577	2,577	3,368	3,944
6901 Printing and Binding	-	2,500	2,500	2,500	2,500
6909 Subscriptions & Memberships	414	1,000	1,000	1,000	1,000
TOTAL SERVICES	16,109	39,336	39,336	43,219	45,293
SUPPLIES					
7002 Office Supplies	1,120	1,500	1,500	1,500	3,000
7004 Uniform/Safety Clothing	4,016	10,000	10,000	10,000	10,000
7005 Photo & Copying Supplies	-	2,500	2,500	2,500	2,500
7101 Office Equipment & Furniture	571	5,000	5,000	2,500	150,500
7102 Small Tools & Equipment	2,027	5,000	5,000	5,000	5,000
7203 Office Equipment Maintenance	-	2,000	2,000	2,000	2,000
7208 Repair/Maintenance Supplies	791	2,000	2,000	2,000	2,000
7209 Janitorial Supplies	111	1,000	1,000	1,000	1,500
7211 Computer Components	1,818	3,000	3,000	3,000	203,000
7804 Medical Supplies	6,278	25,000	15,000	25,000	25,000
7807 Food	2,088	5,000	5,000	5,000	5,000
7810 Special Departmental Supplies	6,377	10,000	10,000	10,000	10,000
7812 Audio-Visual Materials	-	3,000	3,000	3,000	3,000
TOTAL SUPPLIES	25,197	75,000	65,000	72,500	419,500

DEPARTMENT/DIVISION
EMERGENCY PREPAREDNESS

FUND
GENERAL FUND

ORGKEY
101254

OBJECT	2020-21 ACTUAL (AUDITED)	2021-22 ADJUSTED BUDGET	2021-22 12 MONTH ESTIMATED	2022-23 CITY COUNCIL ADOPTED	2023-24 CITY COUNCIL ADOPTED
FIXED ASSETS					
8701 Office Furniture	-	-	-	-	150,000
8702 Office Equipment	-	-	-	-	200,000
TOTAL FIXED ASSETS	-	-	-	-	350,000
DIVISION TOTAL	74,634	158,230	148,392	158,887	860,351
DEPARTMENT TOTAL	15,000,257	20,247,841	20,200,793	19,768,684	20,999,079

DEPARTMENT/DIVISION
FIRE DEPARTMENT GRANTS

FUND
GENERAL FUND

ORGKEY
200250

<u>OBJECT</u>	<u>2020-21 ACTUAL (AUDITED)</u>	<u>2021-22 ADJUSTED BUDGET</u>	<u>2021-22 12 MONTH ESTIMATED</u>	<u>2022-23 CITY COUNCIL ADOPTED</u>	<u>2023-24 CITY COUNCIL ADOPTED</u>
SALARIES AND BENEFITS					
5001 Salaries: Full-Time	1,030,136	16,208	16,208	-	-
5002 Salaries: Part-Time	-	3,604	-	-	-
5101 Overtime	49,002	-	-	-	-
5201 StandBy	14,012	-	-	-	-
5401 Pension Contributions	38,184	-	-	-	-
5501 FICA/Medicare	11,489	-	-	-	-
5701 Health/Dental Insurance	22,845	-	-	-	-
5702 Workers' Comp Insurance	4,098	-	-	-	-
5703 Disability Insurance	571	-	-	-	-
5704 Unemployment Insurance	2	-	-	-	-
5705 Life Insurance	118	-	-	-	-
5804 Uniform Rental	26	-	-	-	-
TOTAL SALARIES AND BENEFITS	1,170,483	19,812	16,208	-	-
SERVICES					
6106 Other Professional Services	38,707	93,407	93,407	-	-
6703 Software Support/Development	3,411	-	-	-	-
6710 Special Contractual Services	43,650	-	-	-	-
6901 Printing and Binding	346	-	-	-	-
6902 Advertising	800	-	-	-	-
6903 Janitorial Services	7,809	-	-	-	-
6912 Reimbursed Expenditures	(1,898)	(1,510)	7,727	-	-
TOTAL SERVICES	92,825	91,897	101,134	-	-
SUPPLIES					
7002 Office Supplies	3,088	5,548	-	-	-
7102 Small Tools & Equipment	423	-	-	-	-
7208 Repair/Maintenance Supplies	561	-	-	-	-
7209 Janitorial Supplies	2,441	-	-	-	-
7210 Building Supplies	1,225	-	-	-	-
7211 Computer Components	3,080	85	-	-	-
7804 Medical Supplies	13,795	-	-	-	-
7810 Special Departmental Supplies	55,868	38,162	38,162	-	-
7901 Non-Capital Expenditures	52,030	-	-	-	-
TOTAL SUPPLIES	132,511	43,795	38,162	-	-
FIXED ASSETS					
8501 Other Betterments/Improv	-	228,292	228,292	-	-
8706 All Other Equipment	10,019	-	-	-	-
TOTAL FIXED ASSETS	10,019	228,292	228,292	-	-
DEPARTMENT TOTAL	1,405,838	383,796	383,796	-	-

Fire Emergency Medical Services

Program Description:

Overseen by the Deputy Chief and consists of an Emergency Medical Service Coordinator. The EMS Coordinator ensures compliance with federal, state, and county procedures and protocol as well as keeps pace with increased demands for service.

This program is responsible for ensuring the delivery of high-level advanced life support pre-hospital care by well-trained personnel, as well as meeting the education and delivery standards required by the State of California to ensure this level of service. The highly-trained Paramedics functions as an extension of the emergency room doctor and with his/her regulatory control can administer the necessary medical treatment to stabilize the patient before transport to the hospital. Paramedics presently respond from all fire stations.

This program includes a QA/QI program which is required and monitored by Inland Counties Emergency Medical Agency (ICEMA). The QA/QI program is overseen by the EMS Coordinator and provides oversight to training and certification as well as protocol implementation for both EMTs and Paramedics.

The Emergency Medical Services division operates and manages the following programs:

- Emergency Medical Technician (EMT Program):

The certification of Emergency Medical Technician is considered the basic level of prehospital emergency care in the modern-day Fire/Emergency Medical Service. This level of certification is the minimum standard for all Redlands Fire Department Suppression personnel. The responsibilities and scope of practice for the EMT are outlined in Title 22, Division 9 of the California Code of Regulations, which includes the following:

- Evaluate the ill and injured
- Render basic life support, rescue, and emergency care to patients
- Obtain diagnostic signs to include, but not be limited to, temperature, blood pressure, pulse, and respiration rates, pulse oximetry, level of consciousness, and pupil status
- Perform cardiopulmonary resuscitation (CPR), including the use of mechanical adjuncts to basic cardiopulmonary resuscitation
- Administer oxygen
- Use the following adjunctive airway and breathing aids:
 - Oropharyngeal airway
 - Nasopharyngeal airway
 - Suction devices
 - Basic oxygen delivery devices for supplemental oxygen therapy including, but not limited to, humidifiers, partial rebreathers, venture masks, and manual and mechanical ventilating devices designed for prehospital use including continuous positive airway pressure
- Use various types of stretchers and spinal immobilization devices
- Provide initial prehospital emergency care of trauma, including, but not limited to:
 - Bleeding control through the application of tourniquets
 - Use of hemostatic dressings
 - Spinal immobilization
 - Seated spinal immobilization

- Extremity splinting
 - Traction splinting
 - Administer over the counter medication when approved by the medical director of the LEMSA, including, but not limited to:
 - Oral glucose or sugar solutions
 - Aspirin
 - Extricate entrapped persons
 - Perform field triage
 - Mechanical patient restraint
 - Set up for Advance Life Support (ALS) procedures, under the direction of a Paramedic
 - Perform automated external defibrillation
 - Assist patients with the administration of physician-prescribed devices including, but not limited to patient-operated medication pumps, sublingual nitroglycerine, and self-administered emergency medications including epinephrine devices
- Paramedic Program:

The Redlands Fire Department deploys at least one Paramedic on every emergency response vehicle, who is the primary patient caregiver on all emergency medical responses within the city. The Paramedic's scope of practice includes basic and advanced skills focused on the acute management and transportation of patients. This also includes invasive and pharmacological interventions to reduce the morbidity and mortality associated with acute out-of-hospital medical and traumatic emergencies.

Under Title 22, Division 9 of the California Code of Regulations, the following are the minimum psychomotor skills of the Paramedic (including all skills within the EMT level):

- Utilize electrocardiographic devices and monitor electrocardiograms, including 12-lead electrocardiograms (ECG)
- Perform defibrillation, synchronized cardioversion, and external cardiac pacing
- Visualize the airway by use of the manual or video laryngoscope and remove the foreign body with Magill forceps
- Perform pulmonary ventilation by use of lower airway multi-lumen adjuncts, the esophageal airway, perilaryngeal airways, stomal intubation, and adult oral endotracheal intubation
- Utilize mechanical ventilation devices for continuous positive airway pressure (CPAP)/bi-level positive airway pressure (BPAP) and positive end-expiratory pressure (PEEP) in the spontaneously breathing patient
- Use airway adjuncts to assist in maintaining adequate ventilation with the use of capnography devices, intrathoracic threshold devices, and Hepa-filters
- Institute intravenous (IV) catheters, saline locks, needles, or other cannula (IV lines), in peripheral veins and monitor and administer medications through a pre-existing vascular access
- Institute interosseous (IO) needles or catheters
- Administer IV or IO glucose solutions or isotonic balanced salt solutions, including Ringer's lactate solution
- Obtain venous blood samples
- Use laboratory devices, including point of care testing, for pre-hospital screening, used to measure lab values including, but not limited to, glucose, capnometry, capnography, and carbon monoxide when appropriate authorization is obtained from State and Federal agencies, including from the Centers for Medicare and Medicaid Services according to the Clinical Laboratory Improvement Amendments (CLIA)

- Utilize Valsalva maneuver
- Perform percutaneous needle cricothyroidotomy
- Perform needle thoracotomy
- Perform nasogastric and orogastric tube insertion and suction
- Monitor thoracotomy tubes
- Monitor and adjust IV solutions containing potassium, equal to or less than 40 mEq/L
- Administer approved medications by the following routes: IV, IO, intramuscular, subcutaneous, inhalation, transcutaneous, rectal, sublingual, endotracheal, intranasal, oral, or topical
- Administer, using prepackaged products when available, the following medications:
 - 10% dextrose, adenosine, aerosolized or nebulized beta-2 specific bronchodilators, aspirin, atropine sulfate, calcium chloride, diphenhydramine hydrochloride, epinephrine, fentanyl, glucagon, ipratropium bromide, ketamine, lidocaine hydrochloride, magnesium sulfate, midazolam, naloxone hydrochloride, nitroglycerine preparations, ondansetron, tranexamic acid, and sodium bicarbonate

RFD Paramedics are held to a higher standard in terms of minimum certifications/qualifications. In addition to the state and local mandates for recertification, RFD requires all Paramedics to maintain a valid Pediatric Advanced Life Support (PALS) certification card. Once the minimum standards are met, the Emergency Medical Services Authority will issue a valid license, at the state level. In addition to state licensure, Paramedics must also hold a valid license under the Local Emergency Medical Services Authority (LEMSA). The LEMSAs for the RFD are the Inland Counties Emergency Medical Agency (ICEMA), located in San Bernardino.

- *Advanced Cardiac Life Support (ACLS) Recertification Program:*

The Inland Counties Emergency Medical Agency (ICEMA), which is the Local Emergency Medical Services Authority (LEMSA), mandates that all Paramedics within its region maintain a valid Advanced Cardiac Life Support (ACLS) certification. The American Heart Association is the organization that prints the curriculum and conducts the research and development to ensure Paramedics are providing the most up-to-date care about cardiac events. An ACLS certification is valid for two years. ACLS certification requires:

- Basic life support skills, including effective chest compressions, use of a bag-mask device, and use of an AED
- Recognition and early management of respiratory and cardiac arrest
- Recognition and early management of peri-arrest conditions such as symptomatic bradycardia
- Airway management
- Related pharmacology
- Management of ACS and stroke
- Effective communication as a member and leader of a resuscitation team.

RFD currently has seven (7) certified ACLS instructors to provide this mandated training. This training requires the use of skills mannequins, airway training tools, EKG rhythm generators, and current edition instructor manuals with DVD instruction. RFD currently offers a minimum of six (6) recertification classes every two years, to cover all current RFD Paramedics.

- *Pediatric Advanced Life Support (PALS) Recertification Program:*

The Pediatric Advanced Life Support (PALS) certification is a course created by the American Heart Association. Although possession of this certification is not a state or local mandate, to

maintain Paramedic licensure, the Redlands Fire Department requires all Paramedics to maintain this certification as a commitment to excellence. The RFD recognizes that pediatric medical emergencies present different and complex challenges in the management of prehospital care. PALS certification requires:

- High-quality Child CPR AED and Infant CPR
- Recognition of patients who do and do not require immediate intervention
- Recognition of cardiopulmonary arrest early and application of CPR within 10 seconds
- Apply team dynamics
- Differentiation between respiratory distress and failure
- Early interventions for respiratory distress and failure
- Differentiation between compensated and decompensated (hypotensive) shock
- Early interventions for the treatment of shock
- Differentiation between unstable and stable patients with arrhythmias
- Clinical characteristics of instability in patients with arrhythmias
- Post-cardiac arrest management

This certification is valid for two years. RFD currently has seven (7) certified PALS instructors to provide this training. This training requires the use of pediatric/child skills mannequins, pediatric/child airway training tools, EKG rhythm generators, and current edition instructor manuals with DVD instruction. RFD currently offers a minimum of six (6) recertification classes every two years, to cover all current RFD Paramedics.

- Event Medic: Provides public safety and event medics to large events within the city. The medics provide Advanced Life Support EMS care to citizens and participants at events including the Redlands Bicycle Classic, Hangar 24 Air Show, Believe Walk, and A Run through Redlands (ICEMA).
- Cardiopulmonary Resuscitation-Internal Program: Each employee is required to maintain CPR certification, allowing CPR training to be taught in-house (AHA).
- Infectious Control: Responsible for the administration of the Infection Prevention and Control Program, which includes the identification, investigation, reporting, prevention, and control of nosocomial infections for personnel. Responsible for coordinating in-service programs related to infection prevention and control. The program is mandated by the Ryan White Act (CFR, Cal-OSHA, CDC, OSHA 1910, 130).
- Emergency Medical Services Quality Improvement Program: The quality improvement program maintains the regulatory requirement of quality assurance/ improvement for all personnel who perform emergency medical care to the sick and injured. The program is closely monitored as required by the Inland Counties Emergency Medical Services Agency, State Emergency Medical Authority, and California Code of Regulations, Title 22 (EMSA, ICEMA).
- ePCR: Management of the continued education of updates of the ICEMA mandated Electronic Patient Care Record System (ICEMA) RFD personnel are heavily involved in the ePCR working group and assist in updates, maintenance, and training of the program.
- Vaccination Administration Program: The Redlands Fire Department recently received local optional scope vaccination program approval through ICEMA to support EMT and EMT-P COVID-19 Intramuscular vaccination efforts in collaboration with the Redlands Community Hospital.

Program Objectives:

- Promote the highest standards of rapid response, patient evaluation, and emergency care possible.
- Provide ongoing training, recertification, and paramedic licensure oversight to ensure uninterrupted program delivery.
- Function as liaison for the City with County and State health care agencies.
- Provide strategic and tactical judgments regarding Citywide EMS resource coordination and delivery.
- Monitor and coordinate Safety Employee Bloodborne Pathogen/Exposure/Infection Control program. Operations Fire Captain Rob Sandberg and Engineer Brad Byers serve as Infection Control Officers as Ancillary Duties to assist the EMS Coordinator.
- Continue to conduct, monitor, and evaluate emergency medical technician training and operations as set forth by policy, procedure, and mandated protocol.
- Provide staff recommendations concerning EMS and related incident management functions.
- Coordinate City EMS functions with Department Medical Director.
- Evaluate, monitor, and coordinate the Fire Department Paramedic program.
- Complete T/B mask fitting for personnel per OSHA regulations.
- Maintain OSHA vaccination records and provide access to obtain titers and vaccinations as needed or requested.
- Continue to monitor and evaluate Citywide Automatic External Defibrillator Program.
- Administer, monitor, and oversee Paramedic Quality Improvement Program.
- Coordinate specific medical training with local ambulance providers.
- Continue to provide advanced life support to the community in the most economical way feasible.
- Continue to provide input at the County level with regional changes affecting EMS.
- Continue to advance medical equipment to maintain optimal functionality to provide the best and most efficient care to our communities.
- Continue to monitor the UCapIt vending machines at all fire stations for restocking purposes to improve inventory tracking and decrease unnecessary budgetary replacement costs.
- Continue to monitor the PS Trax controlled substance tracking software to improve the system in line with DEA requirements.
- Continue to advance training equipment and programs to align with current AHA and resuscitation academy recommendations for feedback and simulation devices to simulate real-life training scenarios.
- Continue to align with the RUSD to provide Stop the Bleed Training to all RUSD staff and students (post-COVID).

Significant Program Changes:

- The EMS Coordinator has conducted post-incident quality assurance review and training for paramedic and emergency medical technician personnel. The QA/QI program has identified residents who are frequent users of our emergency medical services and now assists them in accessing resources specific to their needs and condition. This lowers the demand for emergency services and keeps resources available for more pressing emergencies. Implementation of electronic patient care record-keeping systems in coordination with Inland Counties Emergency Medical Agency is continuing. Through CONFIRE, the Fire Department is now a party to an agreement with the Inland Counties Emergency Medical Agency and San Bernardino County Information Services Department that allows for more efficient centralization of response records.

- In-house paramedics have been certified to instruct both Advanced Cardiac Life Support and Pediatric Life Support to Paramedics, saving the City money.
- The Event Medic program has expanded to include Fireline Paramedics and EMTs who serve our community as well as other communities when called upon in time of disaster or fire.
- Continue to improve the City's infectious disease control plan to include specific procedures in the event of an outbreak in our city.

Accomplishments for Calendar Year 2021:

- Continued implementation of robust QI/QA program monitoring all cardiac arrests (to include CARES registry/Utstein parameters), strokes, STEMIs, TXA administrations, Narcan administrations, advanced procedures/medications, AMAs, controlled substance administrations, aspirin not administered in cardiac cases, epinephrine administrations, intubations, and capnography utilizations, pediatric incidents, trauma incidents, submersion incidents, incidents with low (less than 100%) validity.
- Advancement of the High-performance CPR program with the addition of the ZOLL impedance threshold device.
- Monitoring and re-training of Handtevy program. Trained seven (7) personnel in Handtevy Instructor course for updated pediatric advanced training for the department.
- Re-education of PS Trax software for controlled substance tracking.
- Movement of backup (line-medic) gear for inventory and budget tracking.
- Update Exposure Control Plan and Exposure Packets.
- Update Infectious Disease Plan and Protocols.
- Assist in the continuation of SB County COVID-19 Incident Management Team for protocol development, agency liaison monitoring, COVID-19 swabbing, and vaccinations.
- Updated ACLS instructor training.
- Updated AHA and Handtevy training material and equipment.
- Continued implementation of EMS training program with outside, peer, and EMS Coordinator instruction.
- Continued implementation of Firefighter Rehab program overseen by EMS Coordinator – procurement of rehab equipment, nutrition, and hydration.
- Development of paramedic equipment replacement program (for outdated, damaged equipment)
- Continued monitoring of waste disposal program.
- Development of community COVID-19 vaccine program alongside Redlands Community Hospital, Redlands Police Department, Redlands Unified School District, University of Redlands, and ESRI.
- Assist in the implementation of the Emergency Community Nurse System at the dispatch center.
- Development and implementation of the Naloxone Leave Behind Program.
- Participation in the statewide Pediatric Emergency Care Coordination Program.
- Implementation and submission for AHA: Mission Lifeline Recognition.
- Development and implementation of new hire and probational program.
- Submission of personnel recognition through Handtevy Challenge Coins and EMSA EMS Awards.

DEPARTMENT/DIVISION
EMERGENCY MEDICAL SERVICES

FUND
EMERGENCY MEDICAL SERVICES FUND

ORGKEY
205250

OBJECT	2020-21 ACTUAL (AUDITED)	2021-22 ADJUSTED BUDGET	2021-22 12 MONTH ESTIMATED	2022-23 CITY COUNCIL ADOPTED	2023-24 CITY COUNCIL ADOPTED
SALARIES AND BENEFITS					
5001 Salaries: Full-Time	2,026,446	2,324,229	2,193,258	2,275,875	2,578,944
5003 Labor Code Sec 4850	91,601	80,000	50,000	100,000	100,000
5101 Overtime Salaries	97,479	150,000	175,000	175,000	180,000
5102 O.T. Reimbursable	200,529	25,000	150,000	180,000	185,000
5103 Constant Staffing	855,769	600,000	600,000	650,000	700,000
5202 Holiday Pay	73,056	-	61,535	-	-
5204 Accrual Payout	11,773	-	6,388	-	-
5301 Banked Leave Buy Back	18,549	141,572	5,587	144,939	162,424
5401 Pension Contributions	463,713	605,290	459,982	440,083	483,097
5501 FICA/Medicare	51,863	43,964	52,606	43,345	48,041
5601 Deferred Compensation	65,920	68,500	41,415	67,533	76,969
5701 Health/Dental Insurance	366,270	369,603	348,782	311,779	360,197
5702 Workers' Comp Insurance	197,537	221,197	221,197	351,912	380,485
5703 Disability Insurance	31,345	23,650	30,839	25,546	29,108
5704 Unemployment Insurance	1,926	9,548	11,265	9,548	10,850
5705 Life Insurance	1,252	1,386	1,369	1,386	1,575
5802 Eyecare Reimbursement	-	225	225	225	225
5803 Clothing Allowance	20,350	23,100	23,100	23,100	26,400
5903 Other Taxable Benefits	1,165	9,330	9,330	11,670	11,670
TOTAL SALARIES AND BENEFITS	4,576,543	4,696,594	4,441,878	4,811,941	5,334,985
SERVICES					
6005 License & Permits	4,800	6,500	6,500	6,500	6,500
6105 Medical/Physicals	-	1,500	1,500	2,000	2,500
6106 Other Professional Services	18,700	24,000	23,000	28,000	28,000
6401 Meeting & Prof Development	3,764	5,800	5,800	5,800	5,800
6402 Travel Expense/Reimbursement	875	6,500	3,000	6,500	6,500
6403 Training	587	2,400	2,400	2,400	2,400
6601 Postage	157	-	500	600	800
6703 Software Support/Development	2,400	8,100	13,600	16,400	17,800
6710 Special Contractual Services	700	3,000	3,000	4,000	5,000
6802 Info Tech Service Charges	131,910	91,110	91,110	224,947	241,993
6803 City Garage Charges	-	-	-	66,680	78,093
6804 General Govt Service Charge	203,843	208,552	208,552	226,466	237,790
6901 Printing and Binding	-	2,500	1,500	3,000	3,500
6902 Advertising	665	2,000	2,000	2,000	2,000
6907 Comms Service & Rental	228,781	249,276	249,276	269,823	279,365
6909 Subscriptions & Memberships	6,095	4,420	8,025	9,920	10,420
TOTAL SERVICES	603,277	615,658	619,763	875,036	928,461
SUPPLIES					
7001 Books & Supplies	-	500	700	800	1,000
7002 Office Supplies	1,852	1,200	1,200	1,200	1,500
7003 Awards/Recognition Prgm	-	2,000	2,000	2,000	2,000
7004 Uniform/Safety Clothing	11,512	19,000	15,395	19,000	19,000
7101 Office Equipment/Furniture	-	3,000	3,000	3,000	3,500

DEPARTMENT/DIVISION
EMERGENCY MEDICAL SERVICES

FUND
EMERGENCY MEDICAL SERVICES FUND

ORGKEY
205250

OBJECT	2020-21 ACTUAL (AUDITED)	2021-22 ADJUSTED BUDGET	2021-22 12 MONTH ESTIMATED	2022-23 CITY COUNCIL ADOPTED	2023-24 CITY COUNCIL ADOPTED
SUPPLIES (CONT.)					
7102 Small Tools & Equipment	4,950	9,137	9,137	8,000	8,500
7205 Machinery & Equip. Maint.	95	33,459	34,159	31,800	31,800
7208 Repair/Maintenance Supplies	286	1,000	1,000	1,000	1,500
7209 Janitorial Supplies	1,438	1,000	1,000	1,000	1,000
7211 Computer Components	534	4,000	4,000	4,000	4,500
7213 Motor Vehicle Supplies	-	1,000	1,000	1,000	1,500
7804 Medical Supplies	98,509	103,200	103,200	101,200	101,200
7807 Food	384	1,500	1,500	1,500	1,500
7810 Special Departmental Supplies	29,003	23,168	22,268	20,000	20,000
TOTAL SUPPLIES	148,563	203,164	199,559	195,500	198,500
FIXED ASSETS					
8706 All Other Equipment	25,487	-	-	-	-
TOTAL FIXED ASSETS	25,487	-	-	-	-
FUND TOTAL	5,353,870	5,515,416	5,261,200	5,882,477	6,461,946

Fire Household Hazardous Waste

Program Description:

The Household Hazardous Waste Program provides for the proper disposal of hazardous materials that might otherwise end up in landfills or wastewater treatment facilities. The program provides personnel with the proper training and equipment to properly evaluate, accept, document, and recycle household hazardous waste. The Household Hazardous Waste Program exemplifies the City of Redlands' environmentally friendly approach by collecting and recycling hazardous substances and electronic equipment. The San Bernardino County Fire Protection District now oversees and administers the Household Hazardous Waste Program and the maintenance of the facility. This very successful program was used by approximately 3643 participants in 2020.

The San Bernardino County Fire Protection District operates and manages the following programs:

- *E-Waste Recycling:* This program runs in conjunction with the Household Hazardous Waste Program and is operated by the SBCFPD.
- *Household Hazardous Waste Disposal Program:* Redlands was the first city within San Bernardino County to begin offering this service and has been operating for twenty-one years in conjunction with San Bernardino County. Funds collected through this program pay for disposal, training, and operational needs within the department as it relates to hazardous materials (SARA, OSHA, RCRA, TSCA, DOT, California Health and Safety Code). As of March 2020, the City ceded the program to SBCFPD by way of an amendment to the original contract set to expire June 30, 2022. SBCFPD now operates the Redlands HHW location on behalf of the City.

Program Objectives:

- Continue operation and maintenance of the Household Hazardous Waste Collection site each Saturday, from 9:00 a.m. to 2:00 p.m., for the citizens of Redlands
- Continue the safe collection, categorization, lab packaging, and storage of household hazardous waste collection for proper disposal
- Provide training and equipment to operate an Emergency Hazardous Material Response Team
- Provide all department personnel with State mandated annual refresher training for Hazardous Materials First Responders in compliance with CFR 1910
- Continue to collaborate with San Bernardino County Household Hazardous Waste to provide outreach and public education regarding the proper disposal of hazardous materials used in the home
- Seek State and/or Federal grants to help fund programs
- Continue site inventory control and monitoring
- Coordination of inter-agency waste disposal programs
- Maintain State and County mandated certification and program elements

Significant Program Changes:

The City of Redlands Household Hazardous Waste collection site has been traditionally staffed by on-duty Fire Department personnel supplemented by recently hired part-time waste

technicians. Following recent changes in the partnership with the San Bernardino County Household Hazardous Waste program, staffing will be provided by San Bernardino County HHW. San Bernardino County HHW has also indicated they intend to extend the operating hours of the collection facility.

Accomplishments for Calendar Year 2021:

- Approximately 4,144 countywide residents used the program in 2021 including 3,257 Redlands residents.
- Collection and proper disposal of 253,699 (pounds) of Household Hazardous Waste including used motor oil and oil products.
- Collected 60,964 pounds of electronic waste.
- Collection and disposal of:
 - 50,232 lbs. of Latex Paint
 - 23,340 lbs. of Oil Base Paints
 - 13,446 lbs. of Flammable Liquids/ Solids
 - 2,030 lbs. of Bulked Flammable Liquids
 - 3,805 lbs. of Poison
 - 1,552 lbs. of Corrosive Acids
 - 1,015 lbs. of Corrosive bases
 - 1,776 lbs. of Oxidizers
 - 4,567 lbs. of Aerosols
 - 1,345 lbs. of Home Generated Sharps
 - 6,596 lbs. of Antifreeze
 - 7,104 lbs. of Lead/ Acid batteries
 - 5,581 lbs. of Household Batteries
 - 2,283 lbs. of NiCad batteries
 - 12,939 lbs. of Motor Oil/ Oil products
 - 1,268 lbs. of Oil Filters
 - 25,827 lbs. of Cathode Ray Tubes (CRT)
 - 68,270 lbs. of Electronic Waste
 - 2,283 lbs. of Fluorescent Tubes
 - 1,471 Compressed Gas Cylinders
 - 2,791 lbs. of Cooking Oil
 - 3,044 lbs. of Pharmaceuticals
 - 7,104 lbs. of Waste Exchanged Materials
 - 4,059 lbs. of other hazardous materials

DEPARTMENT/DIVISION
HOUSEHOLD HAZARDOUS WASTE

FUND
HOUSEHOLD HAZARDOUS WASTE FUND

ORGKEY
206250

<u>OBJECT</u>	<u>2020-21 ACTUAL (AUDITED)</u>	<u>2021-22 ADJUSTED BUDGET</u>	<u>2021-22 12 MONTH ESTIMATED</u>	<u>2022-23 CITY COUNCIL ADOPTED</u>	<u>2023-24 CITY COUNCIL ADOPTED</u>
SALARIES AND BENEFITS					
5702 Workers' Comp Insurance	2,274	-	1,439	1,439	1,439
TOTAL SALARIES AND BENEFITS	2,274	-	1,439	1,439	1,439
SERVICES					
6710 Special Contractual Services	120,279	124,487	124,487	134,000	139,000
6804 General Govt Service Charge	6,080	6,221	6,221	6,755	7,093
TOTAL SERVICES	126,359	130,708	130,708	140,755	146,093
SUPPLIES					
7102 Small Tools & Equipment	-	500	500	500	500
TOTAL SUPPLIES	-	500	500	500	500
FUND TOTAL	128,633	131,208	132,647	142,694	148,032

Facilities and Community Services

Mission Statement

The mission of the Facilities and Community Services Department is to promote and develop policies and practices that minimize impacts to the environment, improve the response experience to reports and service requests, provide quality service to City residents, businesses and visitors, and improve the quality of life for present and future generations.

Department Description:

The Facilities and Community Services Department is comprised of the following divisions and functions:

- Administration (support to residents, businesses, and visitors of the City for requests for service and information, administration of programs to enhance sustainability within the City, including open space, energy savings, and general green initiatives)
- Animal Services
- Building Maintenance Division (City facilities maintenance)
- Citrus Groves & Preservation Division
- Code Enforcement Division (state and local laws/code compliance)
- Downtown Division (management of the City's Certified Farmers Markets, and other events in the downtown area, tourism promotion, and community service to the Downtown business community)
- Equipment Maintenance Division (City fleet maintenance, natural gas fuel station, Corporate Yard maintenance)
- Hillside Memorial Park (management and operation of the City-owned cemetery)
- Homeless Resource Coordination
- Parks Division (park maintenance, Landscape Maintenance Districts, and Community Facility Districts)
- Recreation & Senior Services Divisions (management of the Community and Senior Centers, and their associated programs)
- Redlands Municipal Airport (management and operation of the City-owned airport)
- Street Tree Division (In-house tree trimming crew, emergency tree trimming)
- Solid Waste Division (collection of residential and commercial green waste, refuse, and recyclables, operates the California Street Landfill, and development and implementation of the City's recycling programs)

DEPARTMENT/DIVISION
FACILITIES AND COMMUNITY SERVICES ADMINISTRATION

FUND
GENERAL FUND

ORGKEY
101300

OBJECT	2020-21 ACTUAL (AUDITED)	2021-22 ADJUSTED BUDGET	2021-22 12 MONTH ESTIMATED	2022-23 CITY COUNCIL ADOPTED	2023-24 CITY COUNCIL ADOPTED
SALARIES AND BENEFITS					
5001 Salaries: Full-Time	101,542	127,978	140,487	255,588	255,966
5002 Salaries: Part-Time	60	-	-	-	-
5101 Overtime Salaries	861	-	1,500	1,000	1,000
5202 Holiday Pay	1,226	-	1,691	-	-
5203 Bonus	104	-	-	-	-
5204 Accrual Payout	1,183	-	890	-	-
5301 Banked Leave Buy Back	1,625	3,151	1,635	5,845	7,636
5401 Pension Contributions	28,685	37,402	37,450	75,512	77,919
5501 FICA/Medicare	8,278	10,147	10,003	19,780	20,068
5601 Deferred Compensation	679	774	773	2,791	2,798
5701 Health/Dental Insurance	13,449	12,921	16,706	31,621	32,555
5702 Workers' Comp Insurance	17,159	26,313	26,313	13,225	14,299
5703 Disability Insurance	561	658	711	665	669
5704 Unemployment Insurance	153	786	819	1,437	1,437
5705 Life Insurance	99	114	118	209	209
5801 Vehicle Allowance	36	-	18	-	-
5802 Eyecare Reimbursement	600	407	20	745	745
5803 Clothing Allowance	258	348	303	324	324
5903 Other Taxable Benefits	407	3,470	3,470	3,838	3,838
5904 Tuition Reimbursement	-	-	4,500	-	-
TOTAL SALARIES AND BENEFITS	176,965	224,469	247,407	412,580	419,463
SERVICES					
6007 Penalties and Interest	-	-	1	-	-
6106 Other Professional Services	6,268	6,500	27,500	22,600	8,000
6304 Telephone	6,627	6,000	6,000	6,300	6,615
6401 Meeting & Prof Development	412	250	730	800	900
6402 Travel Expense/Reimbursement	97	250	1,162	1,220	1,300
6403 Training	458	-	-	-	-
6601 Postage	893	1,800	1,692	1,777	1,865
6703 Software Support/Development	160	400	65	400	420
6708 Special Program Expenditures	-	-	31,384	-	-
6710 Special Contractual Services	30,788	15,046	2,693	30,000	30,000
6802 Info Tech Service Charges	5,620	32,407	32,407	110,554	113,247
6803 City Garage Charges	5,712	2,225	2,225	674	789
6901 Printing and Binding	1,795	1,900	1,110	1,160	1,220
6902 Advertising	743	-	-	-	-
6906 Office Equip & Furn Rent	5,063	6,000	3,880	4,074	4,278
6909 Subscriptions & Memberships	3,961	2,000	1,990	2,090	2,200
TOTAL SERVICES	68,597	74,778	112,839	181,649	170,834

DEPARTMENT/DIVISION
FACILITIES AND COMMUNITY SERVICES ADMINISTRATION

FUND
GENERAL FUND

ORGKEY
101300

OBJECT	2020-21 ACTUAL (AUDITED)	2021-22 ADJUSTED BUDGET	2021-22 12 MONTH ESTIMATED	2022-23 CITY COUNCIL ADOPTED	2023-24 CITY COUNCIL ADOPTED
SUPPLIES					
7002 Office Supplies	4,516	8,000	4,696	6,000	6,300
7004 Uniform/Safety Clothing	-	400	400	400	400
7101 Office Equipment & Furniture	-	1,500	2,500	1,500	1,500
7206 Vehicle Maintenance	832	500	832	874	917
7211 Computer Components	703	500	-	-	-
7807 Food	34	-	-	-	-
7810 Special Departmental Supplies	32,811	1,800	747	1,000	1,050
7901 Non-Capital Expenditures	-	1,000,000	1,000,000	700,000	700,000
TOTAL SUPPLIES	38,896	1,012,700	1,009,175	709,774	710,167
FIXED ASSETS					
8502 Building Acquisitions	-	14,000,000	13,975,000	-	-
8801 Capital Lease	11,872	14,370	14,370	14,370	14,370
TOTAL FIXED ASSETS	11,872	14,014,370	13,989,370	14,370	14,370
DIVISION TOTAL	296,330	15,326,317	15,358,791	1,318,373	1,314,834

Facilities and Community Services Building Maintenance Division

Program Description:

The Building Maintenance Division performs both routine maintenance and emergency service for all City-owned facilities. The Building Maintenance crew consists of three full-time and one part-time position.

This crew provides maintenance services to all City facilities totaling approximately 385,000 square feet and includes the Civic Center, three parking structures, A.K. Smiley Library, Lincoln Shrine, Contemporary Club, four Fire stations, Police Annex, Joslyn Senior Center, Community/Senior Center, facilities at the Corporate Yard, Redlands Airport and Hillside Memorial Park. New facilities include 300 E State Street and 1625 W Redlands Blvd totaling 198,139 sq. ft. of additional space.

This Division is utilized for a wide range of building maintenance functions including carpentry, plumbing, electrical, HVAC, painting, furniture assembly and relocation, general cleaning services, and special projects including office construction, remodeling, umbrella installations, janitorial issues, environmental testing and downtown Holiday decorating.

City staff prepares scope of services, solicits bids, and administers contracts for various vendors to provide ongoing and/or specialized maintenance services. Among the contracted services are janitorial, pest control, HVAC maintenance, elevator servicing, and security alarm systems.

Program Objectives:

- Provide quality service when responding to calls from various departments regarding maintenance and repair of City-owned facilities
- Reduce response time for maintenance/service calls
- Work synergistically with other divisions for various department and city-wide projects

Accomplishments for Fiscal Year 2022-2023:

- Received 250 work orders and completed 225 of them
- Replaced flooring at the Community Center
- Remodeled offices at Human Resources
- Remodeled office space at the Corporate Yard
- Remodeled office space for IT department
- Remodeled offices in FCS
- Roof rehabilitation at the Redlands bowl
- Remodeled offices in Revenue
- Roofing repairs at Library and Lincoln shrine
- Installed New dog kennels at Animal Shelter

DEPARTMENT/DIVISION
BUILDING MAINTENANCE

FUND
GENERAL FUND

ORGKEY
101301

OBJECT	2020-21 ACTUAL (AUDITED)	2021-22 ADJUSTED BUDGET	2021-22 12 MONTH ESTIMATED	2022-23 CITY COUNCIL ADOPTED	2023-24 CITY COUNCIL ADOPTED
SALARIES AND BENEFITS					
5001 Salaries: Full-Time	112,401	129,969	119,014	258,156	265,759
5101 Overtime Salaries	12,822	5,000	25,000	26,250	27,563
5202 Holiday Pay	1,647	-	5,716	-	-
5204 Accrual Payout	161	-	123	-	-
5301 Banked Leave Buy Back	1,874	2,056	1,774	3,107	3,107
5401 Pension Contributions	31,254	38,126	36,374	49,089	51,039
5501 FICA/Medicare	9,738	10,232	12,438	13,347	13,543
5601 Deferred Compensation	181	181	138	473	473
5701 Health/Dental Insurance	18,220	20,588	17,484	12,530	13,157
5702 Workers' Comp Insurance	79,018	91,549	91,549	18,645	20,159
5703 Disability Insurance	1,129	1,141	1,601	1,282	1,310
5704 Unemployment Insurance	214	959	889	1,107	1,107
5705 Life Insurance	119	139	140	161	161
5802 Eyecare Reimbursement	225	497	497	574	574
5803 Clothing Allowance	300	600	600	600	600
5804 Uniform Rental	2,845	2,980	2,980	250	250
5903 Other Taxable Benefits	845	1,902	1,902	6,743	6,743
TOTAL SALARIES AND BENEFITS	272,993	305,919	318,219	392,314	405,545
SERVICES					
6007 Penalties and Interest	405	-	34	-	-
6301 Water, Sewer, Disposal	26,884	30,000	41,554	43,632	45,813
6304 Telephone	16,469	15,000	15,000	15,750	16,537
6307 Electricity & Gas	666,134	605,000	811,805	852,395	895,015
6309 Heating/AC Service Contract	116,614	69,041	69,041	85,000	90,000
6401 Meeting & Prof Development	2	-	-	-	-
6403 Training	77	1,500	1,500	1,575	1,654
6710 Special Contractual Services	124,521	173,874	165,240	177,618	185,306
6712 Landfill Tipping Charges	1,354	-	358	1,000	1,050
6802 Info Tech Service Charges	38,094	27,778	27,778	65,554	68,247
6803 City Garage Charges	12,571	17,410	17,410	13,471	15,776
6901 Printing and Binding	50	-	-	-	-
6902 Advertising	568	2,000	2,000	2,000	2,000
6903 Janitorial Services	153,395	272,750	200,000	266,240	279,552
TOTAL SERVICES	1,157,138	1,214,353	1,351,720	1,524,235	1,600,950
SUPPLIES					
7002 Office Supplies	1,981	1,000	1,000	1,050	1,103
7004 Uniform/Safety Clothing	2,825	500	3,710	5,194	5,453
7101 Office Equipment & Furniture	1,020	-	1,065	1,500	1,575
7102 Small Tools & Equipment	1,621	1,645	1,500	4,000	1,654

**DEPARTMENT/DIVISION
BUILDING MAINTENANCE**

FUND
GENERAL FUND

ORGKEY
101301

OBJECT	2020-21 ACTUAL (AUDITED)	2021-22 ADJUSTED BUDGET	2021-22 12 MONTH ESTIMATED	2022-23 CITY COUNCIL ADOPTED	2023-24 CITY COUNCIL ADOPTED
SUPPLIES (CONT.)					
7204 Building/Grounds Maintenance	50,464	52,130	52,130	62,556	65,683
7205 Machinery & Equip. Maint.	14,437	11,640	11,640	12,222	12,833
7206 Vehicle Maintenance	381	381	381	400	420
7208 Repair/Maintenance Supplies	59,530	34,727	34,727	36,727	38,287
7209 Janitorial Supplies	3,003	8,000	8,000	30,000	33,000
7210 Building Supplies	13,594	22,000	22,000	26,400	24,255
7211 Computer Components	4,584	1,000	1,000	3,050	1,103
7807 Food	39	-	-	-	-
7810 Special Departmental Supplies	5,868	5,000	60,000	6,062	6,365
7901 Non-Capital Expenditures	33,500	81,698	150,000	100,000	105,000
TOTAL SUPPLIES	192,847	219,721	347,153	289,161	296,731
FIXED ASSETS					
8501 Other Betterments/Improv	-	955,202	485,000	250,000	-
8801 Capital Lease	6,069	33,874	33,874	43,926	43,926
TOTAL FIXED ASSETS	6,069	989,076	518,874	293,926	43,926
 DIVISION TOTAL	 1,629,047	 2,729,069	 2,535,966	 2,499,636	 2,347,152

**DEPARTMENT/DIVISION
ELECTRICAL**

FUND
GENERAL FUND

ORGKEY
101302

OBJECT	2020-21 ACTUAL (AUDITED)	2021-22 ADJUSTED BUDGET	2021-22 12 MONTH ESTIMATED	2022-23 CITY COUNCIL ADOPTED	2023-24 CITY COUNCIL ADOPTED
SALARIES AND BENEFITS					
5001 Salaries: Full-Time	94,086	114,338	72,213		
5101 Overtime Salaries	-	4,000	1,000		
5202 Holiday Pay	2,220	-	2,465		
5204 Accrual Payout	27,609	-	6,229		
5301 Banked Leave Buy Back	4,084	36	24		
5401 Pension Contributions	27,188	33,341	21,718		
5501 FICA/Medicare	10,137	8,815	6,649		
5601 Deferred Compensation	9	9	9		
5701 Health/Dental Insurance	15,857	21,078	9,719		
5702 Workers' Comp Insurance	4,341	4,394	4,394		
5703 Disability Insurance	1,333	1,138	939		
5704 Unemployment Insurance	195	872	438		
5705 Life Insurance	112	127	92		
5802 Eyecare Reimbursement	450	452	452		
5803 Clothing Allowance	450	600	600		
5804 Uniform Rental	58	1,560	1,560		
5903 Other Taxable Benefits	2	252	252		
TOTAL SALARIES AND BENEFITS	188,131	191,012	128,753		
SERVICES					
6008 State Mandated Fees	2,959	-	-		
6304 Telephone	2,156	2,400	2,400		
6307 Electricity & Gas	795	650	650		
6311 Elec Service-CA Traffic Sgl	20,794	15,000	15,000		
6312 Elec Service-City Traffic Sgl	44,131	42,000	42,000		
6314 Elec Service-SCE Street Light	366	10,000	10,000		
6315 Electric Service-Street Light	484,977	370,000	370,000		
6316 Elec Service-State Str Light	41,456	23,000	23,000		
6401 Meeting & Prof Development	2	1,000	1,000		
6402 Travel Expense/Reimbursement	-	200	200		
6710 Special Contractual Services	50,860	237,000	200,000		
6802 Info Tech Service Charges	21,153	18,518	18,518		
6803 City Garage Charges	12,314	13,578	13,578		
6904 Land and Building Rent	7,644	9,173	9,173		
6908 Other Rentals	-	1,000	1,000		
TOTAL SERVICES	689,607	743,519	706,519		
SUPPLIES					
7002 Office Supplies	324	400	400		
7004 Uniform/Safety Clothing	414	600	600		
7102 Small Tools & Equipment	869	2,000	2,000		
7205 Machinery & Equip. Maint.	8,813	13,000	13,000		
7208 Repair/Maintenance Supplies	103,856	135,257	135,257		
7209 Janitorial Supplies	10	50	50		
7210 Building Supplies	15	500	500		
7211 Computer Components	705	1,000	1,000		
7804 Medical Supplies	-	100	100		

**DEPARTMENT/DIVISION
ELECTRICAL**

FUND
GENERAL FUND

ORGKEY
101302

OBJECT	2020-21 ACTUAL (AUDITED)	2021-22 ADJUSTED BUDGET	2021-22 12 MONTH ESTIMATED	2022-23 CITY COUNCIL ADOPTED	2023-24 CITY COUNCIL ADOPTED
SUPPLIES (CONT.)					
7810 Special Departmental Supplies	561	7,500	7,500		
7901 Non-Capital Expenditures	180,225	1,400,914	1,400,914		
TOTAL SUPPLIES	295,792	1,561,321	1,561,321		
FIXED ASSETS					
8706 All Other Equipment	15,020	163,000	163,000		
8801 Capital Lease	-	23,500	-		
TOTAL FIXED ASSETS	15,020	186,500	163,000		
DEBT SERVICE					
9001 Principal	15,686	17,007	17,007		
9101 Interest	7,814	6,494	6,494		
TOTAL DEBT SERVICE	23,500	23,501	23,500		
 DIVISION TOTAL	 1,212,050	 2,705,853	 2,583,093		

Please note: This division was transferred to Municipal Utilities and Engineering Department, orgkey 101402. This change is reflected in Fiscal Year 2022-23 and forward.

**DEPARTMENT/DIVISION
STREETS**

FUND
GENERAL FUND

ORGKEY
101304

OBJECT	2020-21 ACTUAL (AUDITED)	2021-22 ADJUSTED BUDGET	2021-22 12 MONTH ESTIMATED	2022-23 CITY COUNCIL ADOPTED	2023-24 CITY COUNCIL ADOPTED
SALARIES AND BENEFITS					
5001 Salaries: Full-Time	630,069	743,404	642,266		
5101 Overtime Salaries	21,371	25,000	60,000		
5201 Stand By	10,839	10,000	8,320		
5202 Holiday Pay	9,451	-	30,670		
5204 Accrual Payout	19,210	-	830		
5301 Banked Leave Buy Back	11,301	9,259	7,363		
5401 Pension Contributions	185,281	216,777	201,889		
5501 FICA/Medicare	53,592	58,334	54,853		
5601 Deferred Compensation	869	869	869		
5701 Health/Dental Insurance	156,688	162,969	166,020		
5702 Workers' Comp Insurance	44,061	50,982	50,982		
5703 Disability Insurance	6,249	6,673	6,680		
5704 Unemployment Insurance	1,344	6,080	7,756		
5705 Life Insurance	788	883	868		
5802 Eyecare Reimbursement	288	3,152	3,152		
5803 Clothing Allowance	3,274	3,900	3,900		
5804 Uniform Rental	12,219	-	1,381		
5903 Other Taxable Benefits	152	3,977	3,977		
TOTAL SALARIES AND BENEFITS	1,167,046	1,302,259	1,251,776		
SERVICES					
6005 License & Permits	29	-	1,065		
6007 Penalties and Interest	2,029	-	100		
6301 Water, Sewer, Disposal	5,303	6,027	3,790		
6304 Telephone	5,286	6,790	2,158		
6401 Meeting & Prof Development	2	500	-		
6403 Training	332	-	-		
6601 Postage	-	45	-		
6710 Special Contractual Services	414,386	611,035	611,035		
6712 Landfill Tipping Charges	4,548	5,916	5,916		
6802 Info Tech Service Charges	52,406	49,200	49,200		
6803 City Garage Charges	160,931	176,107	176,107		
6901 Printing and Binding	25	-	-		
6902 Advertising	568	2,000	2,000		
6908 Other Rentals	9,087	14,385	15,000		
6911 Bad Debt Expense	73	-	-		
TOTAL SERVICES	655,005	872,005	866,371		
SUPPLIES					
7002 Office Supplies	993	1,500	1,700		
7004 Uniform/Safety Clothing	11,463	12,000	12,000		
7102 Small Tools & Equipment	4,260	10,000	5,000		

**DEPARTMENT/DIVISION
STREETS**

FUND
GENERAL FUND

ORGKEY
101304

OBJECT	2020-21 ACTUAL (AUDITED)	2021-22 ADJUSTED BUDGET	2021-22 12 MONTH ESTIMATED	2022-23 CITY COUNCIL ADOPTED	2023-24 CITY COUNCIL ADOPTED
SUPPLIES (CONT.)					
7204 Building/Grounds Maintenance	-	-	1,369		
7206 Vehicle Maintenance	3,301	3,000	3,000		
7208 Repair/Maintenance Supplies	181,901	165,984	165,984		
7209 Janitorial Supplies	2,070	1,200	1,200		
7210 Building Supplies	1,599	-	-		
7211 Computer Components	908	3,000	3,000		
7804 Medical Supplies	-	200	200		
7807 Food	151	1,000	1,000		
7810 Special Departmental Supplies	28,336	25,000	35,000		
TOTAL SUPPLIES	234,982	222,884	229,453		
FIXED ASSETS					
8404 Storm Drain Construction					
8501 Other Betterments/Improv	-	82,989	82,989		
8704 Motor Vehicles	6,148	27,000	27,000		
8706 All Other Equipment	6,465	75,000	75,000		
8801 Capital Lease	52,361	368,817	338,538		
TOTAL FIXED ASSETS	64,974	553,806	523,527		
DEBT SERVICE					
9001 Principal	47,489	55,054	81,669		
9101 Interest	7,565	5,897	5,897		
TOTAL DEBT SERVICE	55,054	60,951	87,566		
DIVISION TOTAL	2,177,061	3,011,905	2,958,693		

Please note: This division was transferred to Municipal Utilities and Engineering Department, orgkey 101401. This change is reflected in Fiscal Year 2022-23 and forward.

Facilities and Community Services Parks Division

Program Description:

The Parks Division is responsible for the maintenance and upkeep of approximately 800 acres consisting of 18 established parks, over 60 water well and reservoir sites, parking lots, 14.5 acres of median strips and traffic islands throughout the City, the downtown area, and the improved I-10 Gateway. The division is comprised of 17 full-time employees who provide maintenance to the City's park and open space system seven days per week. This division also supplements several community facility districts and landscape maintenance districts within the City. City parks and medians are also home to over 6,530 trees, which are included within the tree care program and monitored by Parks staff. All members of the Parks Division staff are trained to assist the Tree Division with routine tree removals, trimming, and emergency tree care when needed. These actions are not only performed on trees within the parks system, but also to the approximately 43,500 trees within City easement as well as trees located on various City facilities and parcels. Parks Division staff also helps facilitate special events along with maintaining all of the downtown areas within the City's purview. The division also assists in the cleanup of homeless encampments, illegal dumps and graffiti abatement throughout the city.

Program Objectives:

- Provide clean, safe, and attractive open space and parkland areas
- Maintain irrigation systems and facility plumbing systems in all areas of responsibility
- Maintain playgrounds and other facilities in a safe, clean manner
- Maintain historic downtown Redlands
- Maintain City medians
- Support the tree crew with any tree related emergency mitigation within the City parks system
- Support the tree crew with any tree related emergency mitigation within the City's easement areas throughout the City
- Support the tree crew with the weekly palm frond abatement throughout the City, when needed
- Oversee, coordinate, and assist with various park volunteer efforts and other programs
- Support the annual Day of Service volunteer event
- Work cooperatively with various sports groups and special interest organizations
- Work cooperatively with fellow divisions and department with various projects and emergency work

Accomplishments for Fiscal Year 2022-23:

- The City recently completed the replenishment of playground mulch to all city playgrounds. This consisted of approximately 1,745 cubic yards of IPEMA certified playground mulch being blown in to each individual playground to comply with safety standards as they relate to fall height and impact absorption.
- Completion of decorative metal wrought iron retro fit of the Sylvan Park Gazebo to accomplish a fully lockable structure while maintaining a pleasing aesthetic.

**DEPARTMENT/DIVISION
PARKS**

FUND
GENERAL FUND

ORGKEY
101303

OBJECT	2020-21 ACTUAL (AUDITED)	2021-22 ADJUSTED BUDGET	2021-22 12 MONTH ESTIMATED	2022-23 CITY COUNCIL ADOPTED	2023-24 CITY COUNCIL ADOPTED
SALARIES AND BENEFITS					
5001 Salaries: Full-Time	479,810	612,250	517,939	830,062	857,550
5002 Salaries: Part-Time	4,758	-	5,473	-	-
5101 Overtime Salaries	30,072	30,000	50,200	70,000	73,500
5201 Stand By	1,310	2,200	3,874	-	-
5202 Holiday Pay	8,760	-	10,354	-	-
5204 Accrual Payout	3,529	-	359	-	-
5301 Banked Leave Buy Back	5,039	8,200	5,019	6,901	8,001
5401 Pension Contributions	124,931	178,532	153,740	181,182	189,816
5501 FICA/Medicare	40,167	48,221	43,052	47,966	49,132
5601 Deferred Compensation	757	757	757	757	757
5701 Health/Dental Insurance	119,309	153,468	142,408	150,813	157,737
5702 Workers' Comp Insurance	30,305	35,084	35,084	52,810	57,098
5703 Disability Insurance	4,582	5,493	5,173	6,008	6,175
5704 Unemployment Insurance	1,212	5,633	7,629	5,590	5,590
5705 Life Insurance	648	818	713	811	811
5802 Eyecare Reimbursement	1,241	2,921	2,921	2,898	2,898
5803 Clothing Allowance	3,282	3,630	3,630	3,600	3,600
5804 Uniform Rental	9,429	12,000	12,000	12,600	13,230
5903 Other Taxable Benefits	152	6,265	6,265	6,252	6,252
TOTAL SALARIES AND BENEFITS	869,293	1,105,472	1,006,590	1,378,250	1,432,147
SERVICES					
6005 License & Permits	-	-	4,060	4,300	4,500
6007 Penalties and Interest	30	-	-	-	-
6105 Medical/Physicals	-	1,000	-	-	-
6106 Other Professional Services	13,398	-	-	-	-
6301 Water, Sewer, Disposal	50,608	45,000	63,196	66,500	70,000
6304 Telephone	7,330	8,000	5,285	5,600	5,900
6307 Electricity & Gas	55,172	52,000	70,000	73,500	77,175
6308 Elec Service-Facility Ops	5	-	-	-	-
6401 Meeting & Prof Development	-	500	-	500	525
6402 Travel Expense/Reimbursement	730	7,000	335	2,000	2,100
6403 Training	-	100	235	5,000	5,250
6710 Special Contractual Services	154,314	413,585	473,300	971,500	928,000
6712 Landfill Tipping Charges	9,901	13,124	32,200	34,000	36,000
6802 Info Tech Service Charges	66,904	57,855	57,855	164,066	175,741
6803 City Garage Charges	141,770	125,770	125,770	117,868	138,043
6902 Advertising	568	1,000	810	800	840
6903 Janitorial Services	-	-	16,000	16,000	16,800
6908 Other Rentals	1,562	-	-	-	-
6909 Subscriptions & Memberships	282	-	-	-	-
6911 Bad Debt Expense	450	-	1,100	1,200	1,260
TOTAL SERVICES	503,024	724,934	850,146	1,462,834	1,462,134

**DEPARTMENT/DIVISION
PARKS**

FUND
GENERAL FUND

ORGKEY
101303

<u>OBJECT</u>	<u>2020-21 ACTUAL (AUDITED)</u>	<u>2021-22 ADJUSTED BUDGET</u>	<u>2021-22 12 MONTH ESTIMATED</u>	<u>2022-23 CITY COUNCIL ADOPTED</u>	<u>2023-24 CITY COUNCIL ADOPTED</u>
SUPPLIES					
7002 Office Supplies	-	1,500	1,200	1,300	1,400
7004 Uniform/Safety Clothing	3,028	3,065	12,000	13,000	14,000
7102 Small Tools & Equipment	1,156	12,000	12,000	51,000	16,000
7204 Building/Grounds Maintenance	8,936	30,000	30,000	32,000	33,000
7205 Machinery & Equip. Maint.	916	2,000	2,900	3,000	3,200
7206 Vehicle Maintenance	3,603	2,000	3,650	3,800	4,000
7208 Repair/Maintenance Supplies	114,930	75,000	120,000	126,000	132,000
7209 Janitorial Supplies	22,983	20,000	5,300	5,600	5,900
7210 Building Supplies	4,298	6,000	6,000	6,300	6,600
7804 Medical Supplies	-	300	300	315	330
7807 Food	57	300	1,150	1,200	1,300
7810 Special Departmental Supplies	33,783	22,124	21,000	50,000	33,000
7901 Non-Capital Expenditures	10,231	180,000	124,000	188,000	70,000
TOTAL SUPPLIES	<u>203,921</u>	<u>354,289</u>	<u>339,500</u>	<u>481,515</u>	<u>320,730</u>
FIXED ASSETS					
8301 Construction In Progress	33,607	-	-	-	-
8501 Other Betterments/Improv	-	1,814,906	1,814,906	970,000	1,038,197
8704 Motor Vehicles	-	-	-	30,000	-
8706 All Other Equipment	44,010	30,000	30,000	85,000	-
8801 Capital Lease	61,491	234,255	234,255	255,255	255,255
TOTAL FIXED ASSETS	<u>139,108</u>	<u>2,079,161</u>	<u>2,079,161</u>	<u>1,340,255</u>	<u>1,293,452</u>
 DIVISION TOTAL	 1,715,346	 4,263,856	 4,275,397	 4,662,854	 4,508,463

Facilities and Community Services Trees

Program Description:

The City's urban forest is a recognized asset and landmark of the City of Redlands, valued at approximately \$158,633,380.00. The Facilities and Community Services Street Tree Division staff oversee the maintenance of approximately 55,015 tree sites located within the City's right-of-way, City-owned facilities, parking lots, trails, and parks. Of these sites, approximately 43,940 are home to living trees. This count includes approximately 6,350 trees within the City's park system, and the remaining 37,590 trees in parkway areas, easement areas, and City-owned properties. Palm trees continue to be the single most prominent genus of trees within the City's inventory, which numbers approximately 8,950. A close second is the Crape Myrtle tree which numbers approximately 7,051. Both of these tree species are iconic Redlands trees. In partnership with the Redlands Street Tree Committee, the Tree Division is dedicated to the continued enhancement, maintenance, and care of this living asset.

Program Objectives:

- Provide trimming (based on safety, tree health, and aesthetics) and maintenance of City trees with a primary focus on individual specimens within the City right-of-way
- Provide safe and efficient removals of dead, diseased, and hazardous trees, either on a pre-approved or emergency basis
- Provide an active response to mitigate and resolve emergency tree concerns
- Work cooperatively with various volunteer groups, special interest organizations, and City departments to promote urban forest health and preservation
- Provide continual updates to maintain accurate records and reports

Significant Program Changes and Process Improvements:

This year, the City's contractual support was generously funded as a result of Measure T funds which stocked the account with almost fifteen times the funding from past budget years. This drastically increased the quantities of trees trimmed, dead trees removed and new trees planted.

Accomplishments for Fiscal Year 2021-22:

- Approximately 190 trees removed
- Approximately 6700 trees trimmed
- Dead tree population down to .011% of the total tree inventory
- Trees monitored for health and/or recommended for removal have been reduced to 0.0011% of the total tree inventory
- Approximately 92 trees planted

**DEPARTMENT/DIVISION
TREES**

FUND
GENERAL FUND

ORGKEY
101305

OBJECT	2020-21 ACTUAL (AUDITED)	2021-22 ADJUSTED BUDGET	2021-22 12 MONTH ESTIMATED	2022-23 CITY COUNCIL ADOPTED	2023-24 CITY COUNCIL ADOPTED
SALARIES AND BENEFITS					
5001 Salaries: Full-Time	198,257	224,703	208,942	228,355	237,497
5002 Salaries: Part-Time	12	-	-	-	-
5101 Overtime Salaries	19,156	16,000	17,500	15,000	15,000
5202 Holiday Pay	4,432	-	8,305	-	-
5204 Accrual Payout	17	-	18	-	-
5301 Banked Leave Buy Back	279	3,153	3,007	3,557	3,655
5401 Pension Contributions	54,877	65,535	62,879	67,810	70,929
5501 FICA/Medicare	16,568	17,616	18,232	17,926	18,310
5601 Deferred Compensation	17	17	17	17	17
5701 Health/Dental Insurance	41,273	41,438	44,669	37,304	39,169
5702 Workers' Comp Insurance	104,456	121,151	121,151	11,066	11,964
5703 Disability Insurance	2,227	2,269	2,533	2,542	2,597
5704 Unemployment Insurance	435	1,831	2,364	1,831	1,831
5705 Life Insurance	260	266	277	266	266
5802 Eyecare Reimbursement	-	950	950	950	950
5803 Clothing Allowance	810	1,260	1,260	1,260	1,260
5804 Uniform Rental	62	-	500	525	525
5903 Other Taxable Benefits	42	1,197	1,197	672	672
TOTAL SALARIES AND BENEFITS	443,180	497,386	493,801	389,081	404,642
SERVICES					
6105 Medical/Physicals	-	500	500	525	552
6401 Meeting & Prof Development	4	9,000	9,000	5,000	5,000
6402 Travel Expense/Reimbursement	-	500	500	1,000	1,000
6403 Training	-	3,000	3,000	3,000	3,150
6710 Special Contractual Services	47,195	1,366,588	1,366,588	1,200,000	1,200,000
6712 Landfill Tipping Charges	-	10,000	9,344	10,000	10,000
6802 Info Tech Service Charges	-	6,833	6,833	47,405	50,997
6803 City Garage Charges	-	-	-	66,006	77,304
6901 Printing and Binding	-	500	500	525	552
6909 Subscriptions & Memberships	80	-	185	-	-
TOTAL SERVICES	47,279	1,396,921	1,396,450	1,333,461	1,348,555
SUPPLIES					
7002 Office Supplies	341	500	500	500	500
7004 Uniform/Safety Clothing	-	500	1,000	1,000	1,000
7208 Repair/Maintenance Supplies	4,381	10,000	10,000	11,000	12,000
TOTAL SUPPLIES	4,722	11,000	11,500	12,500	13,500
FIXED ASSETS					
8706 All Other Equipment	-	-	-	90,000	-
8801 Capital Lease	-	53,924	53,924	53,924	53,924
TOTAL FIXED ASSETS	-	53,924	53,924	143,924	53,924
DIVISION TOTAL	495,181	1,959,231	1,955,675	1,878,966	1,820,621

Facilities and Community Services Code Enforcement Division

Program Description:

The Code Enforcement Division is responsible for improving the quality of life, protecting property values, and ensuring the health and safety of our community by fair and consistent enforcement of the Redlands Municipal Code. Such enforcement activities include, but are not limited to, enforcement of codes related to property maintenance, graffiti, inoperative vehicles, unsafe conditions, unsafe buildings, unpermitted (unsafe) construction, and the eradication of neighborhood blight. This division consists of one full-time senior code officer, three full-time code officers, and one full-time administrative technician. The Code Enforcement Division provides a balance of providing customer service to residents concerned with municipal code violations while working to educate and gain voluntary compliance increasing the quality of life and serving the entire community.

Program Objectives:

- Provide excellent customer service to the residents and businesses of the City of Redlands;
- Increase the quality of life in the City of Redlands by improving the visual appearance of our neighborhoods through the fair and consistent enforcement of the property maintenance ordinance;
- Respond to citizen concerns pertaining to Municipal Code violations;
- Educate property owners and responsible parties of code requirements and work with stakeholders to resolve issues raised by residents and businesses through voluntary compliance; and
- When voluntary compliance is not gained through education, enforcement action is initiated to gain compliance to provide the appropriate customer service to the overall community.

Significant Program Changes and Process Improvements, Focus Area E-Safety and Community Services:

Significant program changes and process improvements for FY 2022-2024 include updating the City's landscape requirements and establishment of a new ordinance to address water conservation efforts, efficient irrigation design, and proper maintenance for both residential and commercial properties. Guidelines and education within this new policy will improve property maintenance and aesthetics while protecting property values and deterring neighborhood blight.

Furthermore, the Code Division continues to assist in activities involving homeless encampments. An increase in homeless activities within the City has a corresponding relation to the unauthorized occupation of vacant and abandoned properties. As a result of this activity, the code enforcement division worked in partnership with stakeholders, property owners and other city departments by providing education, and direction on abatement and the securing of property. Approximately 15 properties were cleaned and secured by the property owners with assistance and direction provided by the City.

Accomplishments for Fiscal Year 2021-22:

- Opened 1,001 cases
- Closed 871 cases
- 1,376 Requests for service
- 2,041 Code Inspections
- Rental Inspections - 2,000 rental units within the Residential Rental Dwelling Unit Program
- The Code Enforcement Division participates in a monthly meeting with the City's Police Department, Building and Safety Department, and Fire Department to discuss current public safety issues, code cases, and municipal code violations. This partnership assists in improving interdepartmental communications, the successful closing of cases, and providing health and safety to the community.

**DEPARTMENT/DIVISION
CODE ENFORCEMENT**

FUND
GENERAL FUND

ORGKEY
101306

<u>OBJECT</u>	<u>2020-21 ACTUAL (AUDITED)</u>	<u>2021-22 ADJUSTED BUDGET</u>	<u>2021-22 12 MONTH ESTIMATED</u>	<u>2022-23 CITY COUNCIL ADOPTED</u>	<u>2023-24 CITY COUNCIL ADOPTED</u>
SALARIES AND BENEFITS					
5001 Salaries: Full-Time	215,467	254,844	228,879	349,557	359,585
5101 Overtime Salaries	12,767	5,000	5,000	5,250	5,513
5201 Stand By	212	-	-	-	-
5202 Holiday Pay	4,297	-	4,358	-	-
5204 Accrual Payout	2,772	-	113	-	-
5301 Banked Leave Buy Back	1,162	125	1,220	1,351	1,351
5401 Pension Contributions	48,369	74,540	63,738	81,993	85,596
5501 FICA/Medicare	18,534	19,951	17,938	21,317	21,730
5601 Deferred Compensation	384	384	384	397	397
5701 Health/Dental Insurance	33,539	33,174	46,728	47,040	49,392
5702 Workers' Comp Insurance	4,341	4,934	4,934	8,299	8,973
5703 Disability Insurance	2,365	2,437	2,359	2,915	2,975
5704 Unemployment Insurance	386	1,696	3,291	1,988	1,988
5705 Life Insurance	234	246	268	289	289
5802 Eyecare Reimbursement	351	880	880	1,031	1,031
5803 Clothing Allowance	390	1,140	1,140	1,341	1,341
5804 Uniform Rental	(6)	-	266	559	559
5903 Other Taxable Benefits	1,412	5,472	5,472	797	797
TOTAL SALARIES AND BENEFITS	346,976	404,823	386,968	524,124	541,517
SERVICES					
6102 Legal Services	139	3,500	3,500	3,675	3,859
6106 Other Professional Services	1,227	1,000	1,000	1,050	1,103
6304 Telephone	3,686	2,500	2,500	2,625	2,756
6403 Training	77	1,500	1,500	1,575	1,654
6601 Postage	4,226	2,500	2,500	2,625	2,756
6703 Software Support/Development	-	8,800	5,200	15,460	16,233
6710 Special Contractual Services	23,371	30,000	30,000	31,500	33,075
6712 Landfill Tipping Charges	-	1,000	1,000	1,050	1,103
6802 Info Tech Service Charges	-	-	16,204	35,554	38,248
6803 City Garage Charges	4,681	7,718	7,718	6,735	7,888
6804 General Govt Service Charge	-	27,778	27,778	27,778	27,778
6901 Printing and Binding	50	2,500	2,200	2,310	2,426
6902 Advertising	-	-	300	315	331
6909 Subscriptions & Memberships	5,063	1,000	1,000	1,050	1,103
TOTAL SERVICES	42,520	89,796	102,400	133,302	140,311
SUPPLIES					
7002 Office Supplies	4,148	2,000	500	2,100	2,205
7004 Uniform/Safety Clothing	-	2,000	1,500	2,100	2,205
7101 Office Equipment & Furniture	240	-	-	-	-
7807 Food	-	100	100	105	110
7810 Special Departmental Supplies	650	1,000	3,000	1,050	1,103
TOTAL SUPPLIES	5,038	5,100	5,100	5,355	5,623
DIVISION TOTAL	394,534	499,719	494,468	662,781	687,451

Facilities and Community Services Recreation and Senior Services

Program Description:

The City of Redlands Recreation and Senior Services Division is a customer-driven service that is responsive to the needs of the public. Recreation and Senior programs promote wellness and human development through leisure pursuits. The Division operates the Redlands Community Center, Senior Center, and Joslyn Senior Center which are open to the community for a variety of educational and leisure activities. The centers feature a gymnasium, computer labs, classrooms, reading lounges, multi-purpose rooms, and kitchen facilities. In addition to manning the centers, the Division also facilitates the rentals of indoor and outdoor recreation sites.

The senior services programs focus on community support and partnerships, nutrition and healthy eating, and active living. The Senior Information and Referral Services Offices are located in the Community Center at 111 W. Lugonia Avenue, offering assistance to seniors seeking housing, medical, and financial information. Numerous programs are offered, including the Meals on Wheels program and the Family Service Association Nutrition Program, ensuring the availability of hot meals to seniors for a reasonable price.

Program Objectives:

- Strengthen community image and sense of place
- Provide and support recreation and leisure services offered throughout the community
- Promote health and wellness
- Foster human development
- Increase cultural unity
- Maintain staff liaison support to the Senior Activities Advisory Board
- Provide programs and activities to stimulate and strengthen senior lives, including health and fitness, education and instruction, referral and support, and social activities and events
- Continue to provide the Senior Transportation Program, which provides transportation services to seniors and disabled citizens

Significant Improvements Related to Operations:

The Redlands Community Center and Community Senior Center, which opened in 1979, and 1995 have undergone a number of enhancements over the years, however, these facilities needed updating in order to better meet the needs of their current and future patrons.

During the recent closure due to the pandemic, the Facilities and Community Services Department made some investments to improve upon its patrons' experience and to respond to resident needs and input.

The renovation project included:

- Increase the size of the Senior Center lobby and Community Center Lobby to improve the flow of traffic throughout the building;
- Refurbish existing Senior Center meeting rooms and multi-purpose rooms;
- Bring the Community and Senior Center into compliance with current ADA and California Building Code regulations;
- Modernize the look of the center with new wall, ceiling, and floor treatments;

- Centralize front desk operations and improve patrons' access to customer service;
- Repaint walls and enhanced indoor lighting; and
- Consolidate the center's administrative offices into one cohesive area.

These enhancements have allowed the centers to provide their programs and services more efficiently and more cost-effectively for many years to come.

Capital Improvement Projects:

One of the fastest-growing sports within the City is pickleball. In the last five years, the recreation division has experienced significant growth in pickleball court use and demand for facilities. To address the increased demand, the Parks and Recreation Advisory Commission (PRC) identified the construction of additional Pickleball facilities on their list of priorities. The Community Center, which includes two outdoor tennis courts, has been utilized up to this point to address the demand. However, the facility is not designed for pickleball and is undersized to meet current and future demand.

On December 7th, 2021 the City Council awarded a construction contract with Three Peaks Corporation for \$309,160 for the conversion of tennis courts to pickleball courts at the Redlands Community Center. The project is anticipated to be completed this summer and will expand the playing area, of the existing tennis courts by approximately four feet. This will allow for eight permanent courts to be built to meet the public demand for the sport. In addition, the project includes the relocation of four light poles to provide nighttime games and practices, fencing and security gates, netting, new net posts with brass winding gears, and a Plexipave playing surface.

Strategic Plan Goals - Expand Recreational Programing

In the fall of 2021, the Facilities and Community Services Department entered into a new Independent Contract Agreement with Renegade Volleyball. The program is designed to teach youth ages 7 – 17 the fundamentals of volleyball. Through the expertise of Renegade, the volleyball recreational league has become one of the most popular activities offered at the Community Center. The program fosters an environment that is fun and physical to the standards of USA volleyball youth sports and teaches volleyball skills of all levels. The Volleyball Recreational League consists of two practices during the week at the beginning of the program and progresses to scheduled games.

DEPARTMENT/DIVISION
RECREATION AND SENIOR SERVICES

FUND
GENERAL FUND

ORGKEY
101309

OBJECT	2020-21 ACTUAL (AUDITED)	2021-22 ADJUSTED BUDGET	2021-22 12 MONTH ESTIMATED	2022-23 CITY COUNCIL ADOPTED	2023-24 CITY COUNCIL ADOPTED
SALARIES AND BENEFITS					
5001 Salaries: Full-Time	267,883	458,697	334,151	513,985	530,136
5002 Salaries: Part-Time	69,101	75,710	40,836	77,150	81,008
5101 Overtime Salaries	7,465	10,000	10,000	11,000	12,100
5202 Holiday Pay	5,259	-	5,152	-	-
5204 Accrual Payout	194	-	1,645	-	-
5301 Banked Leave Buy Back	3,126	6,708	3,291	4,120	4,120
5401 Pension Contributions	75,525	133,984	100,547	123,210	129,288
5501 FICA/Medicare	26,632	41,700	28,895	38,236	39,319
5601 Deferred Compensation	140	1,000	140	1,005	1,005
5701 Health/Dental Insurance	64,802	114,551	87,181	101,309	105,141
5702 Workers' Comp Insurance	28,212	32,892	32,892	35,993	38,916
5703 Disability Insurance	2,800	3,802	2,833	3,659	3,772
5704 Unemployment Insurance	1,030	6,527	7,001	6,093	6,093
5705 Life Insurance	368	633	482	570	570
5802 Eyecare Reimbursement	674	2,259	2,259	2,034	2,034
5803 Clothing Allowance	1,950	2,700	2,700	2,400	2,400
5903 Other Taxable Benefits	435	2,061	2,061	1,156	1,156
5904 Tuition Reimbursement	-	-	312	-	-
TOTAL SALARIES AND BENEFITS	555,596	893,224	662,378	921,920	957,058
SERVICES					
6004 Bank/Collection Agent Fees	4,765	7,000	7,000	7,350	7,717
6005 License & Permits	562	2,000	533	2,100	2,205
6101 Architect & Engineer	-	9,250	15,705	9,713	10,198
6105 Medical/Physicals	-	210	-	221	232
6106 Other Professional Services	40,883	32,000	36,000	80,200	245,280
6304 Telephone	6,441	7,723	7,723	8,109	8,514
6307 Electricity & Gas	8,228	13,592	13,592	14,271	14,984
6401 Meeting & Prof Development	4,000	4,000	-	4,200	4,410
6402 Travel Expense/Reimbursement	-	2,000	-	2,100	2,205
6403 Training	596	2,000	357	2,100	2,205
6601 Postage	529	1,000	1,000	1,050	1,103
6703 Software Support/Development	3,915	3,800	4,911	3,990	14,289
6708 Special Program Expenditures	15,951	54,728	59,702	57,464	60,337
6710 Special Contractual Services	84,561	264,855	326,500	333,000	343,000
6712 Landfill tipping charges	2,311	5,000	3,600	5,250	5,513
6802 Info Tech Service Charges	32,611	35,989	35,989	168,141	179,366
6803 City Garage Charges	22,364	27,004	27,004	33,676	39,441
6901 Printing and Binding	523	1,000	9,100	1,050	1,103
6902 Advertising	1,466	2,000	8,000	52,100	52,205
6906 Office Equip & Furn Rent	8,049	10,000	10,000	10,500	11,025
6908 Other Rentals	-	3,000	-	3,150	3,308
6909 Subscriptions & Memberships	855	2,000	2,271	2,100	2,205
6912 Reimbursed Expenditures	4,268	33,410	33,410	-	-
TOTAL SERVICES	242,878	523,561	602,396	801,834	1,010,843

DEPARTMENT/DIVISION
RECREATION AND SENIOR SERVICES

FUND
GENERAL FUND

ORGKEY
101309

OBJECT	2020-21 ACTUAL (AUDITED)	2021-22 ADJUSTED BUDGET	2021-22 12 MONTH ESTIMATED	2022-23 CITY COUNCIL ADOPTED	2023-24 CITY COUNCIL ADOPTED
SUPPLIES					
7002 Office Supplies	4,578	5,000	6,545	5,250	5,513
7004 Uniform/Safety Clothing	1,887	5,000	5,371	5,250	5,513
7101 Office Equipment & Furniture	14,809	13,507	18,021	14,182	14,891
7102 Small Tools & Equipment	41	500	3,800	525	551
7203 Office Equipment Maintenance	1,350	2,500	310	2,625	2,756
7204 Building/Grounds Maintenance	6,385	-	-	-	-
7205 Machinery & Equip. Maint.	2,536	4,500	17,646	56,225	66,961
7208 Repair/Maintenance Supplies	8,028	6,000	6,031	6,300	6,615
7209 Janitorial Supplies	388	4,000	2,000	4,200	4,410
7210 Building Supplies	-	1,000	2,384	1,050	1,103
7302 Compressed Natural Gas (LCNG)	-	2,782	2,782	2,921	3,067
7804 Medical Supplies	1,009	1,000	1,000	1,050	1,103
7807 Food	2,505	9,000	12,730	9,450	21,922
7810 Special Departmental Supplies	82,127	30,000	38,963	31,500	53,075
7901 Non-Capital Expenditures	21,109	26,000	92,569	112,300	28,665
TOTAL SUPPLIES	146,752	110,789	210,151	252,828	216,143
FIXED ASSETS					
8501 Other Betterments/Improv	-	298,000	210,000	455,000	652,000
8801 Capital Lease	-	12,074	-	12,074	12,074
TOTAL FIXED ASSETS	-	310,074	210,000	467,074	664,074
 DIVISION TOTAL	 945,226	 1,837,648	 1,684,926	 2,443,656	 2,848,118

**Facilities and Community Services
City Hall – State Street**

Program Description:

On October 1, 2021, the City acquired the facility at 300 E. State Street for the purpose of a future City Hall.

Strategic Plan

Conversion of this facility into a future City Hall supports the Strategic Plan Priority D – Sustainability – Strategic Objective 3 – Infrastructure.

DEPARTMENT/DIVISION
CITY HALL - STATE STREET

FUND
GENERAL FUND

ORGKEY
101310

OBJECT	2020-21 ACTUAL (AUDITED)	2021-22 ADJUSTED BUDGET	2021-22 12 MONTH ESTIMATED	2022-23 CITY COUNCIL ADOPTED	2023-24 CITY COUNCIL ADOPTED
SALARIES AND BENEFITS					
5001 Salaries: Full-Time		58,670	7,520	84,287	84,331
5002 Salaries: Part-Time		-	25,301	43,493	45,677
5101 Overtime Salaries		2,031	1,464	1,500	1,500
5202 Holiday Pay		-	305	-	-
5301 Banked Leave Buy Back		-	544	4,817	4,823
5401 Pension Contributions		-	9,759	25,078	25,770
5501 FICA/Medicare		-	2,641	9,584	9,805
5601 Deferred Compensation		-	-	968	968
5701 Health/Dental Insurance		-	6,251	7,280	7,644
5703 Disability Insurance		-	62	124	126
5704 Unemployment Insurance		-	1,220	781	781
5705 Life Insurance		-	7	50	50
5802 Eyecare Reimbursement		-	-	180	180
5803 Clothing Allowance		-	-	60	60
5804 Uniform Rental		-	2	25	25
5903 Other Taxable Benefits		-	-	1,185	1,185
TOTAL SALARIES AND BENEFITS		60,701	55,076	179,412	182,925
SERVICES					
6005 License & Permits		-	1,420	1,020	1,071
6106 Other Professional Services		-	29,400	84,000	-
6301 Water Wastewater Refuse		46,989	15,327	21,460	22,533
6304 Telephone		-	6,660	9,324	9,790
6307 Electricity & Gas		181,080	34,300	48,019	50,420
6308 Elec Service-Facility Ops		-	200,880	210,924	221,470
6309 Heating/AC Service Contract		-	52,759	48,767	51,205
6401 Meeting & Prof Development		-	150	150	150
6601 Postage		300	250	263	276
6710 Special Contractual Services		140,355	145,018	208,320	218,734
6901 Printing and Binding		800	-	-	-
6903 Janitorial Services		53,281	120,463	126,486	132,810
6906 Office Equip & Furn Rent		-	-	420	440
6908 Other Rentals		-	1,500	1,500	1,500
TOTAL SERVICES		422,805	608,127	760,653	710,399
SUPPLIES					
7002 Office Supplies		500	800	900	1,000
7101 Office Equipment & Furniture		500	-	-	-
7204 Building/Grounds Maintenance		147,899	-	-	-
7208 Repair/Maintenance Supplies		10,000	509	10,500	11,025
7209 Janitorial Supplies		-	13,203	18,494	19,408
7810 Special Departmental Supplies		5,000	-	-	-
TOTAL SUPPLIES		163,899	14,512	29,894	31,433
FIXED ASSETS					
8501 Other Betterments/Improv		56,723	56,723	-	-
TOTAL FIXED ASSETS		56,723	56,723	-	-
DIVISION TOTAL		704,128	734,438	969,959	924,757

Facilities and Community Services Animal Services

Program Description:

The Animal Services Unit enforces state and federal animal laws and city municipal codes. It also provides a variety of services to meet the needs of the community, and ensure the welfare of animals. The animal control officers are responsible for handling stray animals on city streets, animal disturbance calls, reports of injured or aggressive animals, and animals receiving fatal injuries. The Animal Control Unit also quarantines animals after reported animal bites, investigates reports of animal abuse, and temporarily provides shelter to neglected livestock and injured wildlife.

Program Objectives:

- Provide excellent customer service to the community by demonstrating trustworthiness, respect, and care at all times
- Improve efficiency through increased information in the field by moving towards paperless systems
- Promote the adoption of all animals housed in the shelter
- Increase the number of animals treated in the spay and neuter program
- Promote community partnerships to enhance animal welfare
- Provide humane care for the animals in our facility
- Educate and provide resources to the community for responsible pet ownership by providing them with information about living with wildlife, keeping pets up to date on vaccines and licenses as well as general education.

Significant Program Changes:

- Our shelter was shut down to the public and volunteers in March of 2020 due to Covid-19. The remaining staff continued to run daily operations of field services, adoptions by appointment, cleaning and caring for the animals housed at the shelter while social distancing.

Accomplishments for Fiscal Year 2020-2021:

- The shelter has a partnership with the San Manuel Band of Mission Indians, who sponsored three reduced adoptions events.
- The shelter created a partnership with Friends of Upland Shelter. Dogs and Cats have been transferred to the Upland Shelter, providing an additional opportunity for adoption.
- We created a puppy and kitten program. One of the isolation rooms was designated and converted into a nursery. Animals were kept healthy and were constantly monitored by staff. The nursery program was highly successful.

Goals for Fiscal Year 2022-2024:

- Explore various partnerships both public and private to expand services and adoption opportunities
- Construction of a dog isolation area
- Remodel and construction of dog kennels and cattery

**DEPARTMENT/DIVISION
ANIMAL SERVICES**

FUND
GENERAL FUND

ORGKEY
101311

OBJECT	2020-21 ACTUAL (AUDITED)	2021-22 ADJUSTED BUDGET	2021-22 12 MONTH ESTIMATED	2022-23 CITY COUNCIL ADOPTED	2023-24 CITY COUNCIL ADOPTED
SALARIES AND BENEFITS					
5001 Salaries: Full-Time				267,859	275,878
5002 Salaries: Part-Time				15,790	16,580
5101 Overtime Salaries				47,250	49,613
5301 Banked Leave Buy Back				3,592	3,633
5401 Pension Contributions				59,581	62,212
5501 FICA/Medicare				17,616	17,983
5601 Deferred Compensation				3,440	3,440
5701 Health/Dental Insurance				27,384	28,753
5702 Workers' Comp Insurance				22,131	23,928
5703 Disability Insurance				2,322	2,366
5704 Unemployment Insurance				2,170	2,170
5705 Life Insurance				252	252
5802 Eyecare Reimbursement				900	900
5803 Clothing Allowance				6,800	6,800
5903 Other Taxable Benefits				4,980	4,980
TOTAL SALARIES AND BENEFITS				482,067	499,488
SERVICES					
6005 License & Permits				24	25
6103 Veterinary Services				95,025	99,776
6403 Training				1,500	1,575
6710 Special Contractual Services				25,000	28,000
6802 Info Tech Service Charges				94,810	101,994
6803 City Garage Charges				33,677	39,441
6906 Office Equip & Furn Rent				2,553	2,680
TOTAL SERVICES				252,589	273,492
SUPPLIES					
7002 Office Supplies				1,260	1,323
7206 Vehicle Maintenance				437	459
7803 Chemical & Lab Supplies				5,828	6,119
7804 Medical Supplies				15,750	16,538
7805 Weapons & Ammunitions				1,260	1,323
7807 Food				3,465	3,638
7810 Special Departmental Supplies				35,000	40,000
TOTAL SUPPLIES				62,999	69,399
FIXED ASSETS					
8801 Capital Lease				6,276	6,590
TOTAL FIXED ASSETS				6,276	6,590
DIVISION TOTAL				803,931	848,968
DEPARTMENT TOTAL	8,864,775	33,037,726	32,581,447	15,240,156	15,300,364

*Please note: This division was transferred from the Police Department, orgkey 101203.
This change is reflected in Fiscal Year 2022-23 and forward.*

**DEPARTMENT/DIVISION
FCS GRANTS**

FUND
GOVERNMENTAL GRANT FUND

ORGKEY
200300

OBJECT	2020-21 ACTUAL (AUDITED)	2021-22 ADJUSTED BUDGET	2021-22 12 MONTH ESTIMATED	2022-23 CITY COUNCIL ADOPTED	2023-24 CITY COUNCIL ADOPTED
SALARIES AND BENEFITS					
5001 Salaries: Full-Time	3,372	510	-	-	-
5401 Pension Contributions	643	-	-	-	-
5501 FICA/Medicare	244	-	-	-	-
5601 Deferred Compensation	42	-	-	-	-
5701 Health/Dental Insurance	391	-	-	-	-
5702 Workers' Comp Insurance	92	-	-	-	-
5703 Disability Insurance	10	-	-	-	-
5704 Unemployment Insurance	32	-	-	-	-
5705 Life Insurance	2	-	-	-	-
TOTAL SALARIES AND BENEFITS	4,828	510	-	-	-
SERVICES					
6902 Advertising	-	-	510	-	-
TOTAL SERVICES	-	-	510	-	-
SUPPLIES					
7807 Food	1,945	5,207	5,207	-	-
TOTAL SUPPLIES	1,945	5,207	5,207	-	-
DIVISION TOTAL	6,773	5,717	5,717	-	-

**DEPARTMENT/DIVISION
PARKS GRANTS**

FUND
GOVERNMENTAL GRANT FUND

ORGKEY
200303

<u>OBJECT</u>	<u>2020-21 ACTUAL (AUDITED)</u>	<u>2021-22 ADJUSTED BUDGET</u>	<u>2021-22 12 MONTH ESTIMATED</u>	<u>2022-23 CITY COUNCIL ADOPTED</u>	<u>2023-24 CITY COUNCIL ADOPTED</u>
SERVICES					
6710 Special Contractual Services	68,016	-	-	-	-
TOTAL SERVICES	68,016	-	-	-	-
DIVISION TOTAL	68,016	-	-	-	-

DEPARTMENT/DIVISION
RECREATION AND SENIOR SERVICES GRANTS

FUND
GOVERNMENTAL GRANT FUND

ORGKEY
200309

<u>OBJECT</u>	<u>2020-21 ACTUAL (AUDITED)</u>	<u>2021-22 ADJUSTED BUDGET</u>	<u>2021-22 12 MONTH ESTIMATED</u>	<u>2022-23 CITY COUNCIL ADOPTED</u>	<u>2023-24 CITY COUNCIL ADOPTED</u>
SALARIES AND BENEFITS					
5001 Salaries: Full-Time	31,178	131,081	131,081	-	-
5101 Overtime Salaries	30	-	-	-	-
5202 Holiday Pay	426	-	-	-	-
5401 Pension Contributions	8,556	-	-	-	-
5501 FICA/Medicare	2,423	-	-	-	-
5701 Health/Dental Insurance	7,963	-	-	-	-
5702 Workers' Comp Insurance	233	-	-	-	-
5703 Disability Insurance	324	-	-	-	-
5704 Unemployment Insurance	57	-	-	-	-
5705 Life Insurance	48	-	-	-	-
TOTAL SALARIES AND BENEFITS	51,238	131,081	131,081	-	-
SERVICES					
6304 Telephone	518	1,115	1,115	-	-
6902 Advertising	-	2,000	2,000	-	-
6912 Reimbursed Expenditures	(4,268)	(33,410)	(33,410)	-	-
TOTAL SERVICES	(3,750)	(30,295)	(30,294)	-	-
SUPPLIES					
7206 Vehicle Maintenance	3,329	16,270	16,270	-	-
7302 Compressed Natural Gas (LCNG)	1,451	16,582	16,582	-	-
TOTAL SUPPLIES	4,780	32,852	32,852	-	-
DIVISION TOTAL	52,268	133,638	133,638	-	-
DEPARTMENT TOTAL	127,057	139,355	139,355	-	-

Facilities and Community Services Downtown Redlands

Program Description:

The Downtown Redlands Division is dedicated to ensuring the downtown is the cornerstone of the community; offering an enhanced experience of shopping and dining and at the same time making it a true destination. The division concentrates efforts on the promotion of events, enhanced maintenance efforts, and customer service outreach for the downtown businesses. Promotional events include our Certified Farmers Market, Downtown Art Walk, Christmas tree lighting, annual Holiday Décor, and Entertainment Program, along with other various popular downtown events.

Program Objectives:

- Preserve the integrity of historic downtown and cultivate prosperity for the local businesses
- Help stimulate downtown's economic vitality
- Provide information to and address service requests from the local business community and patrons
- Enrich the downtown area with activities that are conducive to family participation
- Enrich the downtown with enhanced streetscape, furnishings, and decorations

Priority Focus Areas:

- In support of the City's Strategic Plan Focus Area B – Economic Development, during the Fiscal Year 2020-21, the Downtown Division provided support to the local downtown businesses including holding the Outdoor Dining event and managing the weekly Certified Farmers Market to provide essential produce and goods to the community.

DEPARTMENT/DIVISION
DOWNTOWN REDLANDS BUSINESS AREA

FUND
DOWNTOWN REDLANDS BUSINESS AREA FUND

ORGKEY
236300

OBJECT	2020-21 ACTUAL (AUDITED)	2021-22 ADJUSTED BUDGET	2021-22 12 MONTH ESTIMATED	2022-23 CITY COUNCIL ADOPTED	2023-24 CITY COUNCIL ADOPTED
SALARIES AND BENEFITS					
5001 Salaries: Full-Time	15,116	-	-	-	-
5002 Salaries: Part-Time	6,299	-	-	-	-
5204 Accrual Payout	4,222	-	-	-	-
5401 Pension Contributions	5,164	-	-	-	-
5501 FICA/Medicare	1,866	-	-	-	-
5701 Health/Dental Insurance	1,924	-	-	-	-
5702 Workers' Comp Insurance	5,426	-	-	-	-
5703 Disability Insurance	1	-	-	-	-
5704 Unemployment Insurance	1	-	-	-	-
5705 Life Insurance	10	-	-	-	-
5903 Other Taxable Benefits	289	-	-	-	-
TOTAL SALARIES AND BENEFITS	40,318	-	-	-	-
SERVICES					
6004 Bank/Collection Agent Fees	440	500	500	525	551
6005 License & Permits	1,393	2,400	-	-	-
6301 Water Wastewater Refuse	6,361	8,000	8,000	8,400	8,820
6304 Telephone	1,005	1,110	1,110	1,165	1,223
6307 Electricity & Gas	2,037	2,000	2,000	2,100	2,205
6402 Travel Expense/Reimbursement	-	250	-	-	-
6703 Software Support/Development	3,167	1,500	1,500	1,575	1,653
6708 Special Program Expenditures	1,871	2,130	4,385	2,236	2,347
6710 Special Contractual Services	37,032	54,400	20,000	79,400	79,400
6802 Info Tech Service Charges	8,164	9,111	9,111	9,111	9,111
6803 City Garage Charges	620	-	-	674	789
6804 General Govt Service Charge	38,210	39,092	39,092	42,450	44,573
TOTAL SERVICES	100,300	120,493	85,698	147,636	150,672
SUPPLIES					
7806 Promotional Supplies	100	-	-	-	-
7807 Food	718	4,164	4,164	4,372	4,590
7810 Special Departmental Supplies	95	-	161	-	-
TOTAL SUPPLIES	913	4,164	4,325	4,372	4,590
FUND TOTAL	141,531	124,657	90,023	152,008	155,262

Facilities and Community Services Community Facility, Land Maintenance, and Street Lighting Districts

Land Maintenance and Street Lighting Districts

Program Description:

The City established Landscape District No. 1 and Street Lighting District No. 1 in accordance with the "Landscaping and Lighting Act of 1972."

The San Bernardino County Assessor's Office collects annual assessments from affected district property owners to provide for the district's management, administration, maintenance, and operational expenses. Maintenance costs associated with the Landscape District No. 1 include water and labor costs, materials and equipment to maintain/replace trees, bushes, groundcover, and turf, and repairs for irrigation lines and irrigation control systems. Maintenance costs associated with the Street Lighting District include the cost of power to illuminate the street lights and the labor, materials, and equipment to replace burnt-out or broken street light infrastructure within these districts.

The revenues collected through the assessments in both districts have not been adequate to cover the cost of providing high levels of maintenance. As a result, General Fund revenues have been used to subsidize the cost of providing these services. The intent of a maintenance district is to provide adequate funding to support all necessary maintenance services within its boundaries. Services provided will be minimized to a level supported by the annual assessments to reduce the burden on the General Fund. Additionally, Landscape Maintenance District reductions will include reduced irrigation periods, cutbacks to the frequency of the landscape maintenance activities, and minor repair work. Landscaping and irrigation will be systematically removed and replaced with drought-tolerant plant material and drip irrigation that will require fewer maintenance hours. Furthermore, staff review and inspections and general City administrative overhead will not be included in the cost of service for these Districts.

Program Objectives:

- Comply with the requirements of the "Landscaping and Lighting Act of 1972"
- Implement adjustments to services to ensure there is adequate cost recovery
- Provide satisfactory landscape maintenance to meet the City's desire for well maintained, attractive, and aesthetically landscaped areas
- Provide appropriate street light maintenance to provide well lighted and safe pedestrian and vehicular travel ways

Significant Program Changes and Process Improvements:

Continued efforts in eliminating areas of shrubs and turf to prepare for retrofitting with drought-tolerant landscaping to reduce maintenance needs.

Community Facility Districts

Program Description:

The City established Community Facility District No. 2004-1 in July of 2004 under the "Mello-Roos Community Facilities Act of 1982."

In 1978, Proposition 13 was enacted by Californians, which limited the ability of many public agencies to finance new projects. In 1982, Senator Henry Mello and Assemblyman Mike Roos affected the passage of the "Mello-Roos Community Facilities Act of 1982" (the Act) authorizing local governments and developers to create Community Facilities Districts (CFDs) for the purpose of selling tax-exempt bonds to fund public improvements. The Act allows any county, city, special district, school district, or joint powers of authority to establish a CFD, which provides for the financing of public services and facilities. The Act allows

communities to raise funds for improvements to infrastructure (streets, sewers, and storm drain) even though Proposition 13 limits their ability to tax property. The revenues collected through the assessments are used to support the maintenance of parks, parkways, and open spaces as well as flood and storm protection services, including, but not limited to, the operation and maintenance of storm drainage systems and on-site retention basins. The City currently facilitates the maintenance of 21 CFD areas.

Program Objectives:

- Comply with the requirements of the "Mello-Roos Community Facilities Act of 1982"
- Provide satisfactory maintenance to CFD common areas, park areas, open spaces, and retention basins
- Provide landscape maintenance to meet the City's desire for well-maintained, attractive, and aesthetically landscaped areas to improve community quality of life.

Significant Program Changes and Process Improvements:

Five new parks and green belts were accepted into the CFD, which brings our maintained areas to thirteen in total.

DEPARTMENT/DIVISION
STREET LIGHTING DISTRICT #1

FUND
STREET LIGHTING DISTRICT #1 FUND

ORGKEY
260300

OBJECT	2020-21 ACTUAL (AUDITED)	2021-22 ADJUSTED BUDGET	2021-22 12 MONTH ESTIMATED	2022-23 CITY COUNCIL ADOPTED	2023-24 CITY COUNCIL ADOPTED
SALARIES AND BENEFITS					
5001 Salaries: Full-Time	9,961	10,351	10,130	12,043	12,213
5202 Holiday Pay	62	-	56	-	-
5203 Bonus	52	-	-	-	-
5204 Accrual Payout	373	-	253	-	-
5301 Banked Leave Buy Back	127	491	128	378	414
5401 Pension Contributions	2,839	3,036	3,059	2,016	2,102
5501 FICA/Medicare	728	754	714	484	496
5601 Deferred Compensation	139	141	141	112	113
5701 Health/Dental Insurance	945	1,411	970	851	887
5702 Workers' Comp Insurance	144	-	-	-	-
5703 Disability Insurance	8	10	7	11	11
5704 Unemployment Insurance	9	39	53	26	26
5705 Life Insurance	6	6	6	4	4
5801 Vehicle Allowance	18	-	9	14	14
5802 Eyecare Reimbursement	-	21	21	6	6
5803 Clothing Allowance	12	6	6	3	3
5903 Other Taxable Benefits	28	72	72	64	64
TOTAL SALARIES AND BENEFITS	15,451	16,338	15,625	16,012	16,353
SERVICES					
6315 Electric Service-Street Light	-	4,000	4,000	4,000	4,000
6401 Meeting & Prof Development	2	-	-	-	-
6804 General Govt Service Charge	1,212	1,240	1,240	1,346	1,413
6902 Advertising	146	-	-	-	-
TOTAL SERVICES	1,360	5,240	5,240	5,346	5,413
FUND TOTAL	16,811	21,578	20,865	21,358	21,766

DEPARTMENT/DIVISION
COMMUNITY FACILITIES DISTRICT 2004-1

FUND
CFD 2004-1 ASSESSMENTS FUND

ORGKEY
261300

OBJECT	2020-21 ACTUAL (AUDITED)	2021-22 ADJUSTED BUDGET	2021-22 12 MONTH ESTIMATED	2022-23 CITY COUNCIL ADOPTED	2023-24 CITY COUNCIL ADOPTED
SALARIES AND BENEFITS					
5001 Salaries: Full-Time	98,329	62,495	66,120	56,113	56,360
5101 Overtime Salaries	61	25	-	-	-
5202 Holiday Pay	810	-	299	-	-
5203 Bonus	209	-	-	-	-
5204 Accrual Payout	1,771	-	1,233	-	-
5301 Banked Leave Buy Back	1,624	2,706	1,051	1,849	1,921
5401 Pension Contributions	28,189	18,273	19,829	13,389	13,754
5501 FICA/Medicare	7,528	4,758	4,961	3,500	3,516
5601 Deferred Compensation	1,052	881	1,021	533	536
5701 Health/Dental Insurance	17,424	8,384	8,804	6,696	7,018
5702 Workers' Comp Insurance	3,362	-	-	-	-
5703 Disability Insurance	320	31	34	-	-
5704 Unemployment Insurance	122	256	273	191	191
5705 Life Insurance	78	37	42	28	28
5801 Vehicle Allowance	72	-	36	99	99
5802 Eyecare Reimbursement	-	133	-	-	-
5803 Clothing Allowance	60	15	120	-	-
5804 Uniform Rental	69	-	13	-	-
5903 Other Taxable Benefits	56	888	888	571	571
TOTAL SALARIES AND BENEFITS	161,136	98,882	104,724	82,969	83,994
SERVICES					
6102 Legal Services	6,221	5,000	5,000	5,000	5,000
6106 Other Professional Services	15,046	10,000	10,000	54,000	54,000
6301 Water Wastewater Refuse	137,580	75,000	75,000	75,000	75,000
6307 Electricity & Gas	1,802	1,500	1,500	1,500	1,500
6308 Elec Service-Facility Ops	-	50	50	50	50
6401 Meeting & Prof Development	27	-	-	-	-
6710 Special Contractual Services	186,254	188,000	188,000	209,901	209,901
6804 General Govt Service Charge	7,135	7,300	7,300	7,927	8,323
6902 Advertising	1,910	-	-	-	-
TOTAL SERVICES	355,975	286,850	286,850	353,378	353,774
SUPPLIES					
7208 Repair/Maintenance Supplies	-	5,000	5,000	6,000	6,000
7901 Non-Capital Expenditures	-	-	-	15,000	15,000
TOTAL SUPPLIES	-	5,000	5,000	21,000	21,000
FUND TOTAL	517,111	390,732	396,574	457,347	458,768

DEPARTMENT/DIVISION
LANDSCAPE MAINTENANCE DISTRICT

FUND
LANDSCAPE MAINTENANCE DISTRICT FUND

ORGKEY
263300

OBJECT	2020-21 ACTUAL (AUDITED)	2021-22 ADJUSTED BUDGET	2021-22 12 MONTH ESTIMATED	2022-23 CITY COUNCIL ADOPTED	2023-24 CITY COUNCIL ADOPTED
SALARIES AND BENEFITS					
5001 Salaries: Full-Time	9,760	10,014	9,952	3,387	3,387
5202 Holiday Pay	42	-	35	-	-
5203 Bonus	52	-	-	-	-
5204 Accrual Payout	373	-	253	-	-
5301 Banked Leave Buy Back	127	503	128	111	111
5401 Pension Contributions	2,776	2,933	2,999	1,006	1,030
5501 FICA/Medicare	717	729	707	268	268
5601 Deferred Compensation	139	141	141	26	26
5701 Health/Dental Insurance	799	1,266	823	486	510
5702 Workers' Comp Insurance	143	-	-	-	-
5703 Disability Insurance	6	6	7	-	-
5704 Unemployment Insurance	8	35	35	13	13
5705 Life Insurance	6	5	6	2	2
5801 Vehicle Allowance	18	-	9	-	-
5802 Eyecare Reimbursement	-	18	18	7	7
5803 Clothing Allowance	3	3	3	-	-
5903 Other Taxable Benefits	17	55	55	4	4
TOTAL SALARIES AND BENEFITS	14,986	15,708	15,171	5,310	5,358
SERVICES					
6301 Water Wastewater Refuse	34,973	25,000	25,000	25,000	25,000
6307 Electricity & Gas	1,031	1,800	1,800	1,800	1,800
6401 Meeting & Prof Development	2	-	-	-	-
6710 Special Contractual Services	10,365	10,000	10,000	10,000	10,000
6804 General Govt Service Charge	3,030	2,793	2,793	3,032	3,184
6902 Advertising	146	497	497	497	497
TOTAL SERVICES	49,547	40,090	40,090	40,329	40,481
SUPPLIES					
7204 Building/Grounds Maintenance	-	5,000	5,000	5,000	5,000
TOTAL SUPPLIES	-	5,000	5,000	5,000	5,000
FUND TOTAL	64,533	60,798	60,261	50,639	50,839

Facilities and Community Services Solid Waste

Program Description:

The Solid Waste Division operates automated refuse, recycling, and green waste collection for approximately 20,300 single-family residential units. Commercial bin service is provided one to six days per week to 989 customers, and commercial recycling service is provided to about 614 businesses. New commercial organic waste recycling is provided to 35 customers. A total of approximately 42,733 tons of refuse were collected in 2021; an additional 121 tons of bulky items were collected from residential customers. Recycling material collected in 2021 is as follows; 14,433 tons of green/wood waste material, 9,641 tons of commingled recyclables, 72 tons of metal, 21 tons of mattresses, 35 tons of food waste, and 15 tons of tires. Roll-off bin service is provided using 181 roll-off bins, which customers rent on a weekly basis. An un-staffed recycling drop-off center is provided at the City Yard for residents and businesses that don't otherwise have an opportunity to recycle. The City of Redlands recently implemented a food/organic waste collection program. The program consists of three (3) drop-off locations. As a community service, the Solid Waste Division provides cleanup of illegal dumping, educational activities with schools, and other solid waste education, including recycling and waste reduction for Redlands residents and businesses.

Program Objectives:

- Comply with all local, state, and federal regulatory requirements such as AB939, AB341, AB1826, SB1383, SCAQMD 1150.1 Clean Air Acts, and landfill operating requirements
- Provide cost-effective, high-quality service to all solid waste customers
- Operate the City's landfill in an efficient and fiscally responsible manner to ensure regulatory compliance
- Ensure landfill regulatory requirements and compliance are met or exceeded
- Ensure continued compliance with increasing State diversion/recycling requirements

Significant Projects and Improvements:

- Staff has begun providing customer outreach about SB1383. These new regulations require the recycling of organic/food waste material for businesses and residents.
- The City of Redlands recently added a food/organic waste program that allows residents to recycle their food waste.
- To address mandatory recycling requirements of AB341, SB1383, and AB1826, the City's Solid Waste Division is continuing the recycling outreach programs and has developed an organics collection route to provide service to approximately 37 commercial customers.
- The Solid Waste Division continues to offer a Bulky Item Collection program to residential customers. The program allows customers to request a collection of bulky items retrieved from their curbside.
- The Solid Waste Division continues to participate in a no-cost mattress recycling program offered through the State of California. This program allows staff to recycle mattresses collected through the City's bulky item program. This program enables Landfill staff to extract mattresses from the waste stream and recycle them. Staff is also working with CalRecycle on the possibility of implementing a used carpet recycling program.

- On October 7, 2019, the California Street Landfill submitted a permit package to South Coast Air Quality Management District (SCAQMD) for a permit to construct one Enclosed Flare to accommodate the future needs and growth of the City.
- One (1) new solid waste collection truck was delivered on July 14, 2021, and we are expecting three (3) additional trucks to arrive sometime this year.

Capital Purchases Greater Than \$50,000:

- The Solid Waste Division purchased four (4) collection trucks and received one collection truck in July of 2021. The division is expecting three (3) additional collection trucks to be delivered in the summer of 2022 as part of the ongoing fleet replacement program.
- A permit to purchase a new above-ground flare is currently in the review process with SCAQMD.
- In September of 2021, the California Street Landfill leased a new D-7 Dozer.

Priority Focus Area Accomplishments for Fiscal Year 2021-22:

- Solid Waste collected approximately 42,733 tons of refuse, 9,641 tons of recyclables, 14,433 tons of green waste, and 35 tons of organic waste.
- CalRecycle certified that the City of Redlands is meeting the requirements of AB939, AB1826, AB341, and SB1383 and has adequately implemented a diversion program.
- Staff began outreach meetings and public speaking engagements to inform residents and business owners of the new assembly bills and recycling requirements of AB1826, AB341, and SB1383.

**DEPARTMENT/DIVISION
SOLID WASTE-OPERATIONS**

FUND
SOLID WASTE FUND

ORGKEY
511900

OBJECT	2020-21 ACTUAL (AUDITED)	2021-22 ADJUSTED BUDGET	2021-22 12 MONTH ESTIMATED	2022-23 CITY COUNCIL ADOPTED	2023-24 CITY COUNCIL ADOPTED
SALARIES AND BENEFITS					
5001 Salaries: Full-Time	2,728,416	3,111,489	2,878,037	3,062,751	3,139,550
5002 Salaries: Part-Time	9,700	36,570	19,423	18,736	19,672
5101 Overtime Salaries	340,064	360,000	333,575	350,253	367,765
5201 Stand By	3,034	-	1,199	-	-
5202 Holiday Pay	104,385	-	119,653	-	-
5203 Bonus	4,756	-	-	-	-
5204 Accrual Payout	42,724	-	40,981	-	-
5301 Banked Leave Buy Back	39,968	74,169	36,953	58,815	65,988
5401 Pension Contributions	894,044	902,814	858,523	815,383	849,814
5501 FICA/Medicare	241,733	241,139	244,968	216,246	220,544
5601 Deferred Compensation	22,560	15,191	19,857	9,572	9,677
5701 Health/Dental Insurance	556,874	588,706	581,951	517,929	539,689
5702 Workers' Comp Insurance	221,494	256,829	256,829	181,466	196,200
5703 Disability Insurance	25,198	23,704	26,248	25,470	25,983
5704 Unemployment Insurance	4,578	22,368	25,149	20,684	20,684
5705 Life Insurance	2,810	3,121	2,989	2,940	2,940
5801 Vehicle Allowance	1,668	-	1,116	-	-
5802 Eyecare Reimbursement	2,973	11,113	11,113	10,499	10,499
5803 Clothing Allowance	9,344	13,245	13,245	12,885	12,885
5804 Uniform Rental	27,150	20,713	20,713	5,369	5,369
5901 Compensated Absences Expense	(73,465)	-	-	-	-
5903 Other Taxable Benefits	2,284	51,926	51,926	39,288	39,288
TOTAL SALARIES AND BENEFITS	5,212,292	5,733,097	5,544,448	5,348,286	5,526,547
SERVICES					
6005 License & Permits	70,739	110,000	93,450	98,125	103,031
6006 Taxes	4,362	1,000	4,525	4,751	4,988
6007 Penalties and Interest	2,297	1,500	500	525	551
6008 State Mandated Fees	77,012	70,000	68,000	71,400	74,970
6101 Architect & Engineer	-	2,000	-	-	-
6102 Legal Services	310	1,829	-	-	-
6105 Medical/Physicals	3,455	2,991	2,991	3,140	3,297
6106 Other Professional Services	510,743	553,191	474,980	474,980	474,980
6301 Water Wastewater Refuse	6,332	6,000	6,000	6,300	6,615
6303 City Disposal	163,652	130,000	104,690	109,924	115,420
6304 Telephone	5,886	8,000	2,200	2,310	2,425
6307 Electricity & Gas	6,198	7,500	6,072	6,375	6,693
6401 Meeting & Prof Development	85	3,000	-	-	-
6402 Travel Expense/Reimbursement	-	2,000	1,800	1,890	1,985
6403 Training	15,574	10,000	15,000	16,000	16,800
6505 Retiree Health Insurance	643,514	190,000	178,887	400,000	420,000
6601 Postage	-	500	-	-	-
6703 Software Support/Development	-	-	394	-	-
6710 Special Contractual Services	965,363	1,302,196	1,846,546	1,878,062	1,906,655
6712 Landfill Tipping Charges	69,838	115,000	90,000	115,500	121,275
6713 Landfill Closure/PC Expense	242,821	-	242,821	285,000	300,000
6801 City Attorney Legal Service	30,940	31,625	31,506	33,081	34,735
6802 Info Tech Service Charges	537,602	592,217	592,217	682,191	729,338
6803 City Garage Charges	3,019,808	3,253,627	3,253,627	3,843,846	4,501,774

DEPARTMENT/DIVISION
SOLID WASTE-OPERATIONS

FUND
SOLID WASTE FUND

ORGKEY
511900

OBJECT	2020-21 ACTUAL (AUDITED)	2021-22 ADJUSTED BUDGET	2021-22 12 MONTH ESTIMATED	2022-23 CITY COUNCIL ADOPTED	2023-24 CITY COUNCIL ADOPTED
SERVICES (CONT.)					
6804 General Govt Service Charge	909,746	961,137	961,137	734,451	771,173
6805 Billing Services	437,500	350,000	350,000	600,000	750,000
6901 Printing and Binding	-	1,000	1,000	1,050	1,100
6902 Advertising	-	1,000	4,177	4,400	4,650
6903 Janitorial Services	6,623	13,600	1,200	1,260	1,323
6904 Land and Building Rent	5,145	5,000	4,688	4,922	5,168
6906 Office Equip & Furn Rent	-	-	738	-	-
6909 Subscriptions & Memberships	1,560	3,000	945	992	1,041
6911 Bad Debt Expense	25,068	-	-	-	-
6912 Reimbursed Expenditures	840	-	-	-	-
6914 Depreciation Expense	955,279	-	-	-	-
TOTAL SERVICES	8,718,292	7,728,913	8,340,091	9,380,475	10,359,987
SUPPLIES					
7002 Office Supplies	1,757	6,000	3,185	3,344	3,511
7004 Uniform/Safety Clothing	17,187	17,000	41,329	43,395	45,564
7005 Photo & Copying Supplies	-	500	-	-	-
7101 Office Equipment & Furniture	3,352	3,000	4,200	4,410	4,630
7102 Small Tools & Equipment	9,880	12,000	9,160	9,568	10,046
7201 Hardware Maint/Replace	1,525	1,000	500	525	551
7205 Machinery & Equip. Maint.	4,589	32,171	8,000	10,000	12,000
7206 Vehicle Maintenance	1,791	-	1,602	1,682	1,766
7208 Repair/Maintenance Supplies	38,877	30,000	24,500	25,725	27,011
7209 Janitorial Supplies	9,936	4,500	6,800	7,140	7,497
7210 Building Supplies	-	3,861	3,300	3,465	3,638
7804 Medical Supplies	-	300	-	-	-
7807 Food	1,026	1,500	1,236	1,297	1,361
7810 Special Departmental Supplies	483,807	500,000	500,000	525,000	551,250
7901 Non-Capital Expenditures	39,740	-	-	-	-
TOTAL SUPPLIES	613,467	611,832	603,812	635,551	668,825
FIXED ASSETS					
8501 Other Betterments/Improv	18,211	-	-	-	-
8502 Building Acquisitions	-	516,844	516,844	-	-
8704 Motor Vehicles	686,917	-	-	-	-
8706 All Other Equipment	29,283	-	-	-	-
8801 Capital Lease	26,924	40,892	477,111	478,361	479,779
TOTAL FIXED ASSETS	761,335	557,736	993,955	478,361	479,779
DIVISION TOTAL	15,305,386	14,631,578	15,482,306	15,842,673	17,035,138

DEPARTMENT/DIVISION
SOLID WASTE-PROJECTS AND GRANTS

FUND
SOLID WASTE

ORGKEY
511910

OBJECT	2020-21 ACTUAL (AUDITED)	2021-22 ADJUSTED BUDGET	2021-22 12 MONTH ESTIMATED	2022-23 CITY COUNCIL ADOPTED	2023-24 CITY COUNCIL ADOPTED
SERVICES					
6403 Training	843	-	-	-	-
6710 Special Contractual Services	-	40,000	44,000	-	-
6902 Advertising	-	-	3,705	-	-
TOTAL SERVICES	843	40,000	47,705	-	-
SUPPLIES					
7810 Special Departmental Supplies	8,997	36,399	32,694	-	-
7901 Non-Capital Expenditures	26,579	-	43,935	-	-
TOTAL SUPPLIES	35,576	36,399	76,629	-	-
FIXED ASSETS					
8501 Other Betterments/Improv	77,383	955,038	-	1,099,550	-
8601 Solid Waste/Landfill	756,654	788,840	44,090	-	-
8704 Motor Vehicles	-	2,226,658	1,114,810	1,147,873	823,981
8706 All Other Equipment	-	178,000	55,200	65,200	70,000
8801 Capital Lease	-	300,000	-	-	-
TOTAL FIXED ASSETS	834,037	4,448,536	1,214,100	2,312,623	893,981
DEBT SERVICE					
9001 Principal	-	-	195,000	108,423	111,656
9101 Interest	-	-	10,158	11,120	7,810
TOTAL DEBT SERVICE	-	-	205,158	119,543	119,466
DIVISION TOTAL	870,456	4,524,935	1,543,592	2,432,166	1,013,447

DEPARTMENT/DIVISION
SOLID WASTE-DEBT SERVICE

FUND
SOLID WASTE

ORGKEY
511930

OBJECT	2020-21 ACTUAL (AUDITED)	2021-22 ADJUSTED BUDGET	2021-22 12 MONTH ESTIMATED	2022-23 CITY COUNCIL ADOPTED	2023-24 CITY COUNCIL ADOPTED
SERVICES					
6001 Fiscal Agent Fees	2,214	2,225	2,225	2,225	2,225
6004 Bank/Collection Agent Fees	15,339	15,339	14,555	13,747	12,913
TOTAL SERVICES	17,553	17,564	16,780	15,972	15,138
DEBT SERVICE					
9001 Principal	-	1,769,409	1,769,409	1,857,826	1,946,507
9101 Interest	401,463	318,650	318,650	231,658	140,395
TOTAL DEBT SERVICE	401,463	2,088,059	2,088,059	2,089,484	2,086,902
DIVISION TOTAL	419,016	2,105,623	2,104,839	2,105,456	2,102,040
FUND TOTAL	16,594,858	21,262,136	19,130,737	20,380,295	20,150,625

Facilities and Community Services Citrus Groves

Program Descriptions:

The City currently farms 22 separate citrus groves totaling approximately 184 acres. Several citrus varieties, including Navel orange, Valencia orange, Ruby Star grapefruit, and Rio grapefruit, are farmed within these groves. The department staff provides onsite repairs and maintenance as well as oversight of various contractors.

The Citrus Preservation Commission has been appointed by the City Council to advise staff and the City Council on both the technical and business matters relative to citrus grove management. Seventy acres of the City-owned groves are designated as Citrus Heritage Groves to be protected for future generations. The groves were primarily purchased with funds from Measure “O” and Park Acquisition Funds.

The Citrus Grove budget is presented in twenty-one separate job ledgers/programs as an Enterprise Fund, to be supported by revenue received from the sale of citrus products from these groves. The groves currently owned and maintained by the City are known as:

1	California
2	Palmetto 1(Ramirez) Palmetto 2 (Daniels)
3	Dearborn & Pioneer
4	Fifth
5	Granite
6	Jacinto Memorial
7	Judson
8	Lugonia
9	Mountain View
10	Mullin
11	Olive
12	Judson East
13	Judson West
14	Prospect
15	Riverview
16	Texas
17	University
18	Gateway
19	West Riverview
20	Sessums
21	Wabash
22	San Bernardino

Program Objectives:

- Staff support for the Citrus Preservation Commission on matters of acquisition, improvement, preservation, operation, and retention of citrus properties within the City
- Efficiently, effectively, and economically manage the day-to-day operation of the groves, and market the crops to recover all costs of operation
- Preserve acreage in citrus production consistent with the City's historical and cultural heritage as a citrus growing community while providing an economic basis for supporting private citrus development and processing facilities

Significant Program Changes and Process Improvements:

- Two full-time field staff members were added this year in efforts to provide more attention to primarily irrigation schedules and repairs as well as specific detail in regards to maintenance items.
- Trees with the citrus greening disease (Huanglongbing or "HLB") were found in the area leading to a quarantine, which affects Redlands commercial groves and residential citrus trees. In total, four City groves are within the HLB quarantine, and City farming contractors must adhere to a strict set of guidelines for the continued farming of affected trees.
- Staff hosted public outreach meetings regarding the HLB quarantine for residents and commercial growers.
- Staff continues to monitor the impact of the Asian citrus psyllid on the California citrus industry and implementing prevention methods.

Accomplishments for Fiscal Year 2021-22:

- The City worked closely with Edison on the installation of new transmission line towers in Mt View Grove. Land sale proceeds related to the tower installation directly benefited the citrus fund.
- City staff worked closely with SBCTA on a rail project impacting West Redlands Gateway and I-10 groves. The project included relocating irrigation lines and monitoring tree removals in a new right of way.
- The City received 3 new groves along Pioneer/Sessums drive associated with an adjacent development project.

**DEPARTMENT/DIVISION
GROVES-OPERATIONS**

FUND
GROVES FUND

ORGKEY
538900

OBJECT	2020-21 ACTUAL (AUDITED)	2021-22 ADJUSTED BUDGET	2021-22 12 MONTH ESTIMATED	2022-23 CITY COUNCIL ADOPTED	2023-24 CITY COUNCIL ADOPTED
SALARIES AND BENEFITS					
5001 Salaries: Full-Time	36,964	103,335	100,108	169,696	175,730
5101 Overtime Salaries	5,734	-	5,700	-	-
5202 Holiday Pay	1,074	-	1,423	-	-
5301 Banked Leave Buy Back	-	102	2,165	4,049	4,090
5401 Pension Contributions	11,015	30,133	29,291	30,680	32,053
5501 FICA/Medicare	3,301	7,978	8,526	8,280	8,444
5701 Health/Dental Insurance	10,460	33,797	30,843	28,334	29,751
5702 Workers' Comp Insurance	835	-	-	11,066	11,964
5703 Disability Insurance	474	1,040	1,167	1,188	1,211
5704 Unemployment Insurance	111	868	1,467	868	868
5705 Life Insurance	45	126	130	126	126
5802 Eyecare Reimbursement	-	450	450	450	450
5803 Clothing Allowance	-	-	300	600	600
5804 Uniform Rental	48	-	122	250	250
5805 Clothing Cash Payment	-	600	600	-	-
5901 Compensated Absences Expense	(76)	-	-	-	-
5903 Other Taxable Benefits	-	250	250	-	-
TOTAL SALARIES AND BENEFITS	69,985	178,679	182,542	255,587	265,537
SERVICES					
6005 License & Permits	705	-	-	-	-
6106 Other Professional Services	-	48,960	-	18,000	-
6301 Water Wastewater Refuse	2,219	-	2,219	-	-
6304 Telephone	372	-	326	372	-
6307 Electricity & Gas	764	-	-	-	-
6308 Elec Service-Facility Ops	27,695	-	10,000	-	-
6510 Other Insurance	4,472	5,000	10,000	-	-
6710 Special Contractual Services	23,481	-	23,481	2,500	2,500
6712 Landfill Tipping Charges	1,209	-	-	-	-
6802 Info Tech Service Charges	23,530	25,884	25,884	47,405	50,997
6804 General Govt Service Charge	23,494	24,036	24,036	26,101	27,406
6902 Advertising	79	-	-	-	-
6914 Depreciation Expense	21,240	-	-	-	-
TOTAL SERVICES	129,260	103,880	95,946	94,378	80,903
SUPPLIES					
7004 Uniform/Safety Clothing	258	-	170	300	300
7102 Small Tools & Equipment	239	-	83	300	300
7206 Vehicle Maintenance	244	-	517	300	300
7208 Repair/Maintenance Supplies	469	35,851	20,000	2,500	2,500
7209 Janitorial Supplies	42	-	31	100	100
7810 Special Departmental Supplies	598	-	280	500	500
TOTAL SUPPLIES	1,850	35,851	21,081	4,000	4,000

**DEPARTMENT/DIVISION
GROVES-OPERATIONS**

FUND
GROVES FUND

ORGKEY
538900

OBJECT	2020-21 ACTUAL (AUDITED)	2021-22 ADJUSTED BUDGET	2021-22 12 MONTH ESTIMATED	2022-23 CITY COUNCIL ADOPTED	2023-24 CITY COUNCIL ADOPTED
FIXED ASSETS					
8801 Capital Leases	17,129	6,000	14,731	22,731	22,731
TOTAL CAPITAL EXPENDITURE	17,129	6,000	14,731	22,731	22,731
DIVISION TOTAL	218,224	324,410	314,300	376,696	373,171

DEPARTMENT/DIVISION
GROVES-PROJECTS AND GRANTS

FUND
GROVES FUND

ORGKEY
538910

OBJECT	2020-21 ACTUAL (AUDITED)	2021-22 ADJUSTED BUDGET	2021-22 12 MONTH ESTIMATED	2022-23 CITY COUNCIL ADOPTED	2023-24 CITY COUNCIL ADOPTED
SERVICES					
6106 Other Professional Services	-	-	-	44,625	46,851
6301 Water Wastewater Refuse	57,512	48,745	101,200	69,975	71,916
6307 Electricity & Gas	-	8,800	-	2,400	2,520
6308 Elec Service-Facility Ops	920	11,400	-	11,725	11,856
6403 Training	-	-	-	400	420
6510 Other Insurance	-	-	-	7,600	7,980
6708 Special Program Expenditures	-	-	748	-	-
6710 Special Contractual Services	691,549	477,300	463,789	591,053	619,502
TOTAL SERVICES	749,981	546,245	565,737	727,778	761,045
SUPPLIES					
7002 Office Supplies	-	-	-	1,500	1,500
7208 Repair/Maintenance Supplies	4,678	-	-	16,000	16,050
7901 Non-Capital Expenditures	18,709	-	11,973	-	-
TOTAL SUPPLIES	23,387	-	11,973	17,500	17,550
DEBT SERVICE					
9101 Interest	11	-	-	-	-
TOTAL DEBT SERVICE	11	-	-	-	-
DIVISION TOTAL	773,379	546,245	577,710	745,278	778,595
FUND TOTAL	991,603	870,655	892,010	1,121,974	1,151,766

Facilities and Community Services Cemetery Division

Program Description:

Hillside Memorial Park is a historic cemetery consisting of more than fifty acres of land. There are 11.75 acres of undeveloped land for future developments. The cemetery has performed and recorded over 32,794 interments since it was established in 1886. Hillside Memorial Park provides a place of reflection and remembrance to those that visit. Families that select Hillside Memorial Park as a final resting place are presented with an array of products to choose from which span from ground burials to mausoleum entombments. There are multiple options for families that prefer cremation services as their final wish. Hillside staff works diligently with public and private organizations to provide the best possible service to families served. The cemetery conducts an average of 220 interments per year.

The cemetery is an Enterprise Fund organized to produce revenue to offset expenditures. Portions of the cemetery revenues are placed into the Cemetery Perpetual Care Fund to help offset the expenses associated with future maintenance and upkeep of the cemetery grounds as well as to fund capital improvement projects.

Program Objectives:

- Continue to modernize record-keeping systems to include digital information storage and retrieval
- Digitize archived records to an electronic format for research
- Implement capital improvement projects that will allow the cemetery to remain modern and competitive
- Continuously revisit and revise the resolutions which govern the Cemetery's activities and fee structure

Significant Projects and Improvements:

- Created and maintained a property inventory database to track available inventory spaces more effectively
- Maintained permanent records for 32,794 recorded interments
- Performed 252 new interments, 41.27% of which were cremation related services

Strategic Priority Accomplishments for Fiscal Year 2021-22:

- Priority D – Sustainability – Strategic Objective 1 – Fiscal: Cemetery Staff has started an ongoing property inventory verification project to identify useable spaces located on the historic north end of the cemetery. The staff has identified an additional 17 usable spaces located on the north end of the cemetery.
- Priority D – Sustainability – Strategic Objective 1 – Fiscal: Conduct inventory assessment and evaluation of the Cemetery: GIS inventory of 32,794 interments ongoing. Capital replacement and improvement projects are outlined in the Council adopted Business Plan and presented to Council as an annual update.

**DEPARTMENT/DIVISION
CEMETERY**

FUND
CEMETERY FUND

ORGKEY
562900

OBJECT	2020-21 ACTUAL (AUDITED)	2021-22 ADJUSTED BUDGET	2021-22 12 MONTH ESTIMATED	2022-23 CITY COUNCIL ADOPTED	2023-24 CITY COUNCIL ADOPTED
SALARIES AND BENEFITS					
5001 Salaries: Full-Time	336,628	319,012	314,386	376,336	382,620
5002 Salaries: Part-Time	10,743	32,470	22,772	50,300	52,815
5101 Overtime Salaries	15,172	16,000	5,000	10,000	10,000
5201 Stand By	140	-	-	-	-
5202 Holiday Pay	1,921	-	2,911	-	-
5203 Bonus	156	-	-	-	-
5204 Accrual Payout	2,063	-	1,619	-	-
5301 Banked Leave Buy Back	5,339	7,358	5,280	6,234	6,362
5401 Pension Contributions	93,266	93,529	94,487	97,005	100,274
5501 FICA/Medicare	27,849	27,649	25,653	29,122	29,559
5601 Deferred Compensation	1,435	1,446	1,444	1,437	1,442
5701 Health/Dental Insurance	57,876	47,282	59,145	55,834	58,604
5702 Workers' Comp Insurance	9,864	11,512	11,512	13,832	14,955
5703 Disability Insurance	2,392	1,931	2,082	2,183	2,214
5704 Unemployment Insurance	634	2,754	3,072	3,231	3,231
5705 Life Insurance	313	274	286	280	280
5801 Vehicle Allowance	54	-	27	-	-
5802 Eyecare Reimbursement	675	978	978	1,000	1,000
5803 Clothing Allowance	783	923	923	953	953
5804 Uniform Rental	1,967	-	264	397	397
5901 Compensated Absences Expense	(7,936)	-	-	-	-
5903 Other Taxable Benefits	1,763	6,505	6,505	2,000	2,500
TOTAL SALARIES AND BENEFITS	563,097	569,623	558,346	650,144	667,206
SERVICES					
6005 License & Permits	453	710	710	746	783
6301 Water Wastewater Refuse	32,517	29,200	29,200	29,930	30,678
6304 Telephone	3,729	6,800	2,587	2,652	2,718
6307 Electricity & Gas	2,598	3,500	3,850	3,946	4,045
6401 Meeting & Prof Development	204	3,200	-	4,000	4,000
6402 Travel Expense/Reimbursement	84	1,000	-	1,900	1,900
6403 Training	128	100	900	1,500	1,500
6505 Retiree Health Insurance	57,844	15,750	11,037	15,750	15,750
6601 Postage	-	500	125	250	250
6703 Software Support/Development	394	500	500	500	500
6708 Special Program Expenditures	-	38,728	38,728	27,448	38,728
6710 Special Contractual Services	81,636	132,550	126,200	129,767	157,042
6802 Info Tech Service Charges	25,062	27,570	27,570	59,256	63,746
6803 City Garage Charges	23,906	25,749	25,749	30,309	35,497
6804 General Govt Service Charge	65,292	66,800	66,800	72,538	76,165
6901 Printing and Binding	632	500	500	1,000	2,500
6902 Advertising	5,724	1,000	1,000	2,500	5,000
6903 Janitorial Services	5,452	10,500	5,400	5,684	5,982
6906 Office Equip & Furn Rent	2,030	2,000	2,000	2,000	2,000
6909 Subscriptions & Memberships	300	500	300	315	330
6911 Bad Debt Expense	30,308	-	7,500	7,500	10,000
6914 Depreciation Expense	31,272	-	-	-	-
TOTAL SERVICES	369,565	367,157	350,656	399,490	459,114

**DEPARTMENT/DIVISION
CEMETERY**

FUND
CEMETERY FUND

ORGKEY
562900

OBJECT	2020-21 ACTUAL (AUDITED)	2021-22 ADJUSTED BUDGET	2021-22 12 MONTH ESTIMATED	2022-23 CITY COUNCIL ADOPTED	2023-24 CITY COUNCIL ADOPTED
SUPPLIES					
7002 Office Supplies	5,809	3,900	2,212	2,000	2,100
7004 Uniform/Safety Clothing	153	1,000	1,000	1,050	1,100
7101 Office Equipment & Furniture	3,019	250	-	600	1,200
7102 Small Tools & Equipment	4,161	2,000	2,000	2,000	2,500
7204 Building/Grounds Maintenance	22,757	25,000	19,459	20,432	21,454
7206 Vehicle Maintenance	555	-	847	889	934
7208 Repair/Maintenance Supplies	13,436	15,000	13,850	14,000	14,500
7209 Janitorial Supplies	-	250	250	250	250
7801 Resale Materials	87,241	35,000	29,525	35,000	48,000
7806 Promotional Supplies	4,922	250	250	1,000	2,500
7807 Food	776	-	-	250	500
7810 Special Departmental Supplies	15,901	1,266	1,266	500	2,500
7901 Non-Capital Expenditures	11,604	500	-	6,000	4,800
TOTAL SUPPLIES	170,334	84,416	70,659	83,971	102,338
FIXED ASSETS					
8501 Other Betterments/Improv	21,250	80,000	35,000	135,000	100,000
8706 All Other Equipment	-	29,600	18,900	-	7,500
8801 Capital Lease	9,196	59,481	59,481	59,481	59,481
TOTAL FIXED ASSETS	30,446	169,081	113,381	194,481	166,981
DEBT SERVICE					
9001 Principal	-	101,000	179,231	179,003	179,030
9101 Interest	7,805	10,500	2,782	2,073	1,277
TOTAL DEBT SERVICE	7,805	111,500	182,013	181,076	180,307
FUND TOTAL	1,141,247	1,301,777	1,275,055	1,509,163	1,575,946

**Facilities and Community Services
Redlands Municipal Airport
(Aviation Division)**

Program Description:

The Aviation Division manages airfield operations and airport land leases, tie-downs, and city facilities and equipment. Further, the Division ensures compliance with the Federal Aviation Administration and the California Department of Transportation Aeronautics Division requirements for General Aviation airport facilities. The airport budget is an Enterprise Fund to sustain the program through airport revenue. City Council has appointed the Airport Advisory Board to advise the City Council on airport management matters. Oversight is provided by department staff that coordinates airport maintenance activities, grant acquisition, and administration through various department divisions.

The airport encompasses 177 acres, with 197 hangars, 25 offices, 210 tie-downs, and approximately 240 based aircraft. There are currently 14 businesses based at the airport.

Program Objectives:

- Maintain a safe aviation environment
- Operate the airport as a self-sustaining Enterprise Fund
- Provide regular education, inspections of airport facilities and equipment along with recurring maintenance
- Leverage FAA and Caltrans entitlements to maximize capital improvements through FAA and Caltrans grant programs
- Administer the City-owned west ramp tie-downs
- Administer Fixed Base Operators (FBO's) with land leases
- Administer, advise, coordinate and communicate land use and airspace compatibility, aviation easements, and environmental stewardship
- Provide staff liaison to the Airport Advisory Board

Significant Program Changes and Process Improvements:

- Amendment to Chapter 12.56 of Redlands Municipal Code and airport operations
- Issued ground leases to the United States Forest Service operating helicopter fire suppression support to "R" Fire, "Apple" Fire, and "El Dorado" Fires which boosted airport revenues

Strategic Goal Accomplishments for Fiscal Year 2021-2022

- Focus Area A – Fiscal Accountability
 - Processed for approval FAA Entitlement Planning Grants and State of California Matching Grants for Airport Layout Update, Wildlife Hazardous Management Plan, design for a new airfield security fence, and associated environmental documents
 - Complied with FAA Hangar Policy and San Bernardino Possessory Tax requirements through hangar inspection program
- Focus Area C & E-Infrastructure and Safety, and Community Services
 - Received Federal Aviation Administration (FAA) CARE Act Grant of \$30,000 for runway marking and stripping refurbishment and California Aeronautic Grant of \$10,000 for airfield sustainment maintenance, addressing a CALDOT DA recommendation to refurbish runway and taxiway stripping
 - Upgraded communication, weather software/hardware systems, and new underground electrical wiring for windsock and SUPERAWOS, each improving flight safety for REI tenants, visiting flight crews, early warning of heavy aircraft landing at SBD Runway 24
- Focus Area D – Land Resource Management

- Sustainment maintenance of Storm Water Pollution Prevention Program, achieving recognition and approval to limit sampling one time per year for staying within compliance standards
- Focus Area E-Safety and Community Services
 - Conducted outreach/engagement with FAA, San Bernardino International Airport, and Redlands Pilot community relating to a new flight pattern transecting through Redlands Municipal Airport airspace
 - Continued to educate REI tenants on updates to Chapter 12.56 of Redlands Municipal Code and airport operations

DEPARTMENT/DIVISION
AIRPORT-OPERATIONS

FUND
AVIATION FUND

ORGKEY
564900

OBJECT	2020-21 ACTUAL (AUDITED)	2021-22 ADJUSTED BUDGET	2021-22 12 MONTH ESTIMATED	2022-23 CITY COUNCIL ADOPTED	2023-24 CITY COUNCIL ADOPTED
SALARIES AND BENEFITS					
5001 Salaries: Full-Time	83,544	96,346	97,564	101,257	100,097
5002 Salaries: Part-Time	4	-	-	-	-
5101 Overtime Salaries	101	25	128	-	-
5202 Holiday Pay	202	-	241	-	-
5203 Bonus	156	-	-	-	-
5204 Accrual Payout	4,457	-	1,313	-	-
5301 Banked Leave Buy Back	251	1,946	234	1,972	2,098
5401 Pension Contributions	26,211	28,142	28,561	30,078	31,963
5501 FICA/Medicare	6,844	7,640	7,689	8,051	8,354
5601 Deferred Compensation	1,344	1,351	1,349	1,348	1,352
5701 Health/Dental Insurance	8,263	4,719	9,383	4,402	4,606
5702 Workers' Comp Insurance	3,325	3,837	3,837	2,766	2,991
5703 Disability Insurance	63	64	67	71	71
5704 Unemployment Insurance	122	545	562	545	545
5705 Life Insurance	72	79	82	79	79
5801 Vehicle Allowance	54	-	27	-	-
5802 Eyecare Reimbursement	-	282	282	282	282
5803 Clothing Allowance	42	35	35	35	35
5901 Compensated Absences Expense	(1,877)	-	-	-	-
5903 Other Taxable Benefits	139	4,632	4,632	4,632	4,632
TOTAL SALARIES AND BENEFITS	133,317	149,643	155,986	155,518	157,105
SERVICES					
6008 State Mandated Fees	-	1,800	1,800	1,890	1,985
6106 Other Professional Services	12,898	34,793	34,500	36,225	36,036
6301 Water Wastewater Refuse	7,145	5,500	5,500	5,775	6,064
6304 Telephone	6,105	5,000	5,000	5,250	5,513
6307 Electricity & Gas	21,535	16,000	16,000	16,800	17,640
6401 Meeting & Prof Development	4	500	-	-	-
6403 Training	26	500	500	525	551
6505 Retiree Health Insurance	11,194	-	13	-	-
6510 Other Insurance	4,724	4,500	4,500	4,725	4,961
6601 Postage	33	500	500	525	551
6703 Software Support/Development	-	2,500	2,000	2,100	2,205
6710 Special Contractual Services	23,856	60,138	11,933	4,725	4,962
6712 Landfill Tipping Charges	386	-	-	-	-
6802 Info Tech Service Charges	14,082	15,491	15,491	36,851	37,749
6803 City Garage Charges	1,391	1,498	1,498	1,347	1,578
6804 General Govt Service Charge	67,094	67,135	67,135	72,902	76,547
6901 Printing and Binding	-	500	500	525	551
6902 Advertising	775	1,200	1,200	1,260	1,323
6903 Janitorial Services	4,353	9,250	10,000	10,500	11,025
6907 Comms Service & Rental	-	-	1,500	1,575	1,654
6909 Subscriptions & Memberships	272	300	300	315	331
6911 Bad Debt Expense	40	-	88	-	-
6914 Depreciation Expense	231,485	-	-	-	-
TOTAL SERVICES	407,398	227,105	179,958	203,815	211,226

DEPARTMENT/DIVISION
AIRPORT-OPERATIONS

FUND
AVIATION FUND

ORGKEY
564900

OBJECT	2020-21 ACTUAL (AUDITED)	2021-22 ADJUSTED BUDGET	2021-22 12 MONTH ESTIMATED	2022-23 CITY COUNCIL ADOPTED	2023-24 CITY COUNCIL ADOPTED
SUPPLIES					
7002 Office Supplies	461	1,200	1,200	1,260	1,323
7004 Uniform/Safety Clothing	72	200	-	-	-
7101 Office Equipment & Furniture	54	3,000	-	-	-
7102 Small Tools & Equipment	-	1,000	1,000	1,050	1,103
7203 Office Equipment Maintenance	-	500	500	525	551
7204 Building/Grounds Maintenance	29,600	50,000	34,500	36,225	38,036
7208 Repair/Maintenance Supplies	4,152	6,000	6,000	6,300	6,615
7210 Building Supplies	8	6,000	6,000	6,300	6,615
7807 Food	-	-	63	-	-
TOTAL SUPPLIES	<u>34,347</u>	<u>67,900</u>	<u>49,263</u>	<u>51,660</u>	<u>54,243</u>
DEBT SERVICE					
9001 Principal	-	45,000	57,000	57,000	57,000
9101 Interest	4,924	3,000	3,000	3,000	3,000
TOTAL DEBT SERVICE	<u>4,924</u>	<u>48,000</u>	<u>60,000</u>	<u>60,000</u>	<u>60,000</u>
 DIVISION TOTAL	 579,986	 492,648	 445,207	 470,993	 482,574

DEPARTMENT/DIVISION
AIRPORT-PROJECTS AND GRANTS

FUND
 AVIATION FUND

ORGKEY
 564910

OBJECT	2020-21 ACTUAL (AUDITED)	2021-22 ADJUSTED BUDGET	2021-22 12 MONTH ESTIMATED	2022-23 CITY COUNCIL ADOPTED	2023-24 CITY COUNCIL ADOPTED
SERVICES					
6710 Special Contractual Services	-	194,363	194,363	-	-
TOTAL SERVICES	-	194,363	194,363	-	-
SUPPLIES					
7204 Building/Grounds Maintenance	2,785	15,920	15,920	-	-
7901 Non-Capital Expenditures	-	-	45,000	-	-
TOTAL SUPPLIES	2,785	15,920	60,920	-	-
 DIVISION TOTAL	 2,785	 210,283	 255,283	 -	 -
 FUND TOTAL	 582,771	 702,931	 700,490	 470,993	 482,574

Facilities and Community Services Equipment Maintenance Division

Program Description:

The Equipment Maintenance Division provides service, maintenance, repairs, and safety inspections for the City of Redlands vehicles and equipment. Emphasis is placed on safety, preventive maintenance, and compliance with air quality regulations. Equipment Maintenance functions with a fleet services coordinator, three technicians, and a senior administrative assistant who provide the support necessary to address fleet concerns and manage the City's fuel station. The Equipment Maintenance Division is an Internal Service Fund.

Program Objectives:

- Provide effective and reliable customer service
- Receive award of tax rebates through consistent and timely LCNG tax reporting. Staff secured an annual rebate of \$227,201 for the Fiscal Year 2021-22
- Implement and maintain programs required by the State of California and other regulatory agencies
- Maintain continuous training for mechanics to ensure up-to-date skills and knowledge of computer and electronic technology on the newer model, electric, and alternative fuel vehicles

Strategic Plan

The Equipment Maintenance Division supports the Strategic Plan Priority D – Sustainability through continued evaluation of the City's medium and light-duty vehicles under the vehicle lease and maintenance program with Enterprise Fleet Management. The program schedule allows for the replacement of 240 City vehicles over five years.

DEPARTMENT/DIVISION
EQUIPMENT MAINTENANCE

FUND
EQUIPMENT MAINTENANCE FUND

ORGKEY
607900

OBJECT	2020-21 ACTUAL (AUDITED)	2021-22 ADJUSTED BUDGET	2021-22 12 MONTH ESTIMATED	2022-23 CITY COUNCIL ADOPTED	2023-24 CITY COUNCIL ADOPTED
SALARIES AND BENEFITS					
5001 Salaries: Full-Time	453,751	480,822	436,623	538,784	541,340
5101 Overtime Salaries	9,483	15,000	19,058	20,000	21,000
5201 Stand By	1,186	-	375	-	-
5202 Holiday Pay	12,433	-	9,498	-	-
5203 Bonus	522	-	-	-	-
5204 Accrual Payout	4,297	-	24,707	-	-
5301 Banked Leave Buy Back	12,189	16,480	14,616	15,521	17,330
5401 Pension Contributions	150,662	140,382	132,444	159,039	164,153
5501 FICA/Medicare	36,231	37,781	36,569	41,387	41,846
5601 Deferred Compensation	2,227	2,250	2,244	3,115	3,137
5701 Health/Dental Insurance	73,600	68,843	72,277	79,899	83,185
5702 Workers' Comp Insurance	16,124	17,816	17,816	29,908	32,336
5703 Disability Insurance	3,453	3,390	3,686	3,718	3,763
5704 Unemployment Insurance	653	2,925	2,467	3,216	3,216
5705 Life Insurance	427	425	406	467	467
5801 Vehicle Allowance	180	-	90	-	-
5802 Eyecare Reimbursement	387	1,517	1,517	1,667	1,667
5803 Clothing Allowance	972	1,566	1,566	1,638	1,638
5804 Uniform Rental	485	-	432	683	683
5901 Compensated Absences Expense	(10,830)	-	-	-	-
5903 Other Taxable Benefits	400	5,678	5,678	1,165	1,165
TOTAL SALARIES AND BENEFITS	768,832	794,875	782,069	900,207	916,926
SERVICES					
6004 Bank/Collection Agent Fees	14,662	20,000	6,500	21,000	23,100
6005 License & Permits	9,248	9,500	11,108	11,663	12,247
6006 Taxes	9,929	24,962	9,699	26,210	27,520
6007 Penalties and Interest	450	2,100	-	-	-
6106 Other Professional Services	4,796	500	-	-	-
6304 Telephone	4,800	6,500	2,825	2,966	3,115
6307 Electricity & Gas	570	-	-	-	-
6401 Meeting & Prof Development	36	2,000	-	-	-
6403 Training	512	5,000	1,000	5,250	5,512
6505 Retiree Health Insurance	108,504	120,000	45,135	47,392	49,761
6601 Postage	380	400	375	400	400
6703 Software Support/Development	-	40,250	38,250	43,155	45,213
6710 Special Contractual Services	161,726	260,000	413,767	488,858	513,512
6712 Landfill Tipping Charges	-	250	-	-	-
6802 Info Tech Service Charges	142,064	146,068	146,067	117,959	124,245
6804 General Govt Service Charge	296,020	302,858	302,857	328,873	345,317
6901 Printing and Binding	-	300	-	-	-
6902 Advertising	-	1,000	-	-	-
6906 Office Equip & Furn Rent	2,117	3,275	1,717	3,438	3,610
6908 Other Rentals	22,442	53,697	25,837	56,381	59,200
6909 Subscriptions & Memberships	-	-	11,558	12,136	12,743
6911 Bad Debt Expense	-	1,632	-	-	-
6912 Reimbursed Expenditures	1,660	-	-	-	-
6914 Depreciation Expense	5,874	-	-	-	-
TOTAL SERVICES	785,790	1,000,292	1,016,695	1,165,681	1,225,495

**DEPARTMENT/DIVISION
EQUIPMENT MAINTENANCE**

FUND
EQUIPMENT MAINTENANCE FUND

ORGKEY
607900

OBJECT	2020-21 ACTUAL (AUDITED)	2021-22 ADJUSTED BUDGET	2021-22 12 MONTH ESTIMATED	2022-23 CITY COUNCIL ADOPTED	2023-24 CITY COUNCIL ADOPTED
SUPPLIES					
7002 Office Supplies	2,479	2,000	2,000	2,100	2,205
7004 Uniform/Safety Clothing	11,601	5,000	11,353	11,921	12,517
7101 Office Equipment & Furniture	-	500	-	-	-
7102 Small Tools & Equipment	10,086	10,000	19,714	20,700	21,735
7204 Building/Grounds Maintenance	20,177	28,111	11,396	11,966	12,564
7205 Machinery & Equip. Maint.	22,450	75,000	8,670	78,750	82,687
7206 Vehicle Maintenance	996,420	836,839	928,326	962,364	1,106,718
7208 Repair/Maintenance Supplies	381	2,500	634	2,625	2,756
7209 Janitorial Supplies	2,986	1,800	764	1,890	1,984
7210 Building Supplies	463	2,500	2,200	2,625	2,756
7211 Computer Components	12,744	10,000	1,729	10,500	11,025
7213 Motor Vehicle Supplies	1,387,701	1,000,000	1,092,480	1,250,000	1,562,500
7214 Tires & Tubes	204,020	230,000	229,822	287,500	301,875
7301 Gasoline	400,709	525,000	527,397	682,500	921,375
7302 Compressed Natural Gas (LCNG)	532,159	680,000	559,597	782,000	899,300
7303 Oil and Lubricants	35,278	40,000	17,494	50,000	65,000
7304 Diesel Fuel	243,163	300,000	304,784	390,000	526,500
7803 Chemical & Lab Supplies	-	500	-	-	-
7807 Food	2,260	1,500	1,467	1,575	1,653
7810 Special Departmental Supplies	9,219	5,000	7,573	5,250	5,512
TOTAL SUPPLIES	3,894,296	3,756,250	3,727,400	4,554,266	5,540,662
FIXED ASSETS					
8501 Other Betterments/Improv	-	70,000	70,000	72,000	150,000
8704 Motor Vehicles	-	-	262	-	-
8801 Capital Lease	13,950	19,049	19,049	19,049	19,049
TOTAL FIXED ASSETS	13,950	89,049	89,311	91,049	169,049
FUND TOTAL	5,462,868	5,640,466	5,615,476	6,711,203	7,852,132

Municipal Utilities and Engineering Department

Mission:

The mission of the Municipal Utilities & Engineering Department (MUED) is to provide reliable service to the community with professionalism, integrity, accountability, quality, transparency, and innovation. MUED plans, designs, constructs, operates, and maintains Redlands' physical infrastructure for the residents and businesses in the City, making our community a desirable place to live, work, and visit.

MUED is responsible for delivering the following services to the City's residents and businesses:

- Utility Operations:
 - Water production and distribution;
 - Non-potable water distribution;
 - Wastewater collection, treatment, and disposal;
- Engineering review and inspection of development proposals for compliance with State and City codes, standards, and other governmental requirements relating to land subdivisions, grading, drainage, and improvements within the City rights-of-way;
- Management, rehabilitation, and replacement of infrastructures such as water mains, sewer mains, storm drains, streets, and traffic signals to provide reliable service to the community;
- Development and construction of new public facilities to protect and enhance Redlands' livability.

MUED is organized into three (3) divisions including Engineering (Capital Improvement Program), Utility Operations (Water, Non-Potable Water, and Wastewater), and Streets & Inspections. In total, MUED employs 108 full-time and one (1) part-time utility professional.

Departmental Goals:

- Preserve City Assets
 - Provide responsible leadership and management to preserve the City's physical assets and resources;
 - Optimize City's physical assets to ensure reliability and exceed anticipated service life;
 - Maximize sustainable practices and ensure City infrastructure improvements support the City's mission to limit its environmental footprint;
 - Provide fiscally responsible water, non-potable water, and wastewater services;
 - Provide a safe, well-maintained, and efficient transportation system;
 - Provide storm drain capture and conveyance facilities to protect public and private property from flooding;
 - Ensure regulatory compliance by mandating MUED and vendor practices are consistent with all related codes and regulations; and
 - Develop and Implement effective emergency management strategies to ensure continuity of services during and after significant events.
- Provide Quality Customer Service
 - Promptly deliver requested services with the highest quality of workmanship;
 - Develop and train staff to effectively communicate with customers; and
 - Expand online self-service opportunities.
- Ensure Employee Effectiveness and Satisfaction
 - Recruit and retain high-performing employees;

- Provide resources necessary for employees to perform work tasks safely and efficiently;
 - Create and maintain a diverse work environment that encourages staff engagement, high-performance, and professional satisfaction;
 - Encourage professional development to prepare City employees for promotion opportunities;
 - Emphasize the importance of employee leadership and accountability at all levels.
- Establish Effective and Long-term Partnerships
 - Promote productive working relationships with City stakeholders, other municipalities, and regional partners;
 - Expand collaboration with Education and Industry partners on technology projects.
- Utilize Innovation
 - Leverage new ideas and technology to solve problems and accomplish the City’s mission;
 - Create and sustain an organizational culture that encourages and supports innovation;
 - Optimize the use of emerging technologies;
 - Improve data collection and promote data-driven decision-making.
- Stimulate the Redlands Economy
 - Provide a One-Stop Permit Center for the prompt processing of development permits in the City;
 - Provide a One-Stop Permit Center to guide developers through Departmental requirements, the Redlands Municipal Code, Measure U, and State regulations;
 - Enhance Redlands’ economic curb appeal through smart growth.
- Encourage Environmental Protection
 - Collaborate with State, Regional, and Local agencies to promote environmentally sound policies and procedures;
 - Continually assess Redlands water sources (Santa Ana River, Mill Creek, and Bunker Hill Basin) to monitor the health of each source;
 - Implement the City’s National Pollutant Discharge Elimination System (NPDES) to ensure stormwater discharges comply with the Municipal Separate Storm Sewer Systems (MS4) permit.
- Social Responsibility
 - Collaborate with local Universities and Colleges to encourage students to consider a career in municipal government;
 - Establish an apprenticeship program to mentor young professionals;
 - Promote Departmental programs through community outreach at local events (Market Night, Redlands Bicycle Classic, etc.)

Municipal Utilities and Engineering Department Engineering Division

Program Description:

The City of Redlands Engineering Division provides quality engineering services for the citizens of Redlands and the private development community. Engineering reviews capital improvement projects, and private development projects, and manages construction of City infrastructure improvement projects such as street rehabilitation, water, and sewer main replacement, and storm drain construction.

Program Objectives:

- Efficiently deliver Capital Improvement Projects;
- Responsibly manage and guide private land development projects;
- Capitalize on opportunities to improve the effectiveness of services provided to the community;
- Leverage State and Federal grant funds to implement significant capital improvement projects;
- Preserve and extend the useful service life of public infrastructure in a fiscally responsible manner;
- Maintain a CIP noticing program to educate and inform the general public.

Sustainability Efforts:

- Participate in Demand Response program designed for load-shedding;
- Rehabilitate well and booster pumps with energy-efficient units;
- Capitalize on building energy consumption and efficiency improvement opportunities;
- Reduce pollutants and greenhouse gases by reducing traffic congestion;
- Support sustainable transportation such as biking and walking;
- Identify grant opportunities and emerging technologies;
- Promote the use of LED street lights and identify opportunities to replace existing HPS street lights.

Significant Programs:

PARIS

In 2012, the City completed the Pavement Accelerated Repair Implementation Strategy (PARIS) funding strategy for the pavement condition assessment and pavement management platform to strategically prioritize the investment of funds for road improvements. PARIS resurfaced approximately 440 lane miles of public streets (2/3 of all City streets) from 2013 to 2021 and increased the Redlands street network pavement condition index from 53 to 82. PARIS was completed in FY 2020-21. The remaining 210 lane miles of City streets will be rehabilitated, and streets rehabilitated through PARIS will be maintained, through a new Pavement Management Program (PMP 2020), which was adopted by City Council in April 2020.

MEASURE I & SB1

Measure I is the half-cent countywide sales tax levy approved by the voters to fund local transportation improvements. The City's annual Measure I allocation was used in its entirety to

fund the PARIS program and is expected to do so with the PMP. Additionally, the Road Maintenance and Rehabilitation Account established through Senate Bill 1 provides funding to Redlands for not only PMP improvements, but other local transportation improvements as well.

DEVELOPMENT IMPACT FEES

Development Impact Fees (DIF) are collected for the construction, expansion, and improvement of arterial streets, freeway interchanges, traffic signals, public facilities, public parks, storm drain facilities, wastewater facilities, solid waste facilities, and water facilities. DIF provides partial funding for the construction of master-planned facilities to accommodate impacts associated with new development projects.

WATER CONSERVATION

In 2012-13, Redlands adopted a Water Conservation Rebate Program to incentivize customers to reduce water consumption and contribute to the City's effort to meet the 2009 Water Conservation Act goals, which required a twenty percent (20%) reduction in water consumption by 2020. The rebate program and successful implementation of additional programs such as irrigation controller scheduling assistance, a water waste investigation program, and a children's educational platform featuring Ira the IrrigATOR and Eva the InvestiGATOR, have resulted in a citywide residential water consumption rate reduction of approximately 50 gallons per capita per day over the last five years.

Accomplishments in Fiscal Year 2021-22:

- Construction of the PMP 2021 completed in May 2022, completing approximately fifty (50) lane miles of the street out of the remaining 1/3 of the City's street (210 lane miles out of 650) after completing the PARIS program.;
- Replacement of four (4) miles of water pipeline;
- Rehabilitation of two (2) miles of sewer pipeline by slip lining;
- Replacement of one (1) mile sidewalks and twenty-nine (29) ADA curb ramps have been completed. Another 3.5 miles of sidewalks and thirty (30) ADA curb ramps replacement are under construction and will be completed by fall 2022;
- Emergency Vehicle Preemption system project design is completed and construction will commence in summer 2022;
- Awarded approximately \$18,000 in Water Efficiency Rebates;
- Completion of Water, Non-potable Water, and Wastewater Master Plans;
- Construction SCADA system upgrade Phase 1 (14 water facility sites) completed in December 2021. Phase 2 (31 water facility sites) design is complete and will be constructed in two fiscal years, Construction of eighteen (18) water facility sites is underway and will be completed by December 2022, and the remaining thirteen (13) water facility sites construction will follow;
- Construction of WWTP Phase 1B is in progress and will be completed by June 2022, which includes Fine Screen installation, IPW pump station, blowers replacement, digester gas conditioning system improvements;
- Design of WWTP Phase 2 (overall rehabilitation of the plant) is in progress and design will be complete by June 2022;
- Coordination with San Bernardino County Transportation Authority (SBCTA) for the construction of the Redlands Passenger Rail Project;
- Coordination with SBCTA for the construction of I-10 and University Street widening project;
- Coordination with SBCTA for the construction of I-10 and Alabama Street widening project;
- Construction inspection for capital projects and land development activities.

**DEPARTMENT/DIVISION
ENGINEERING**

FUND
GENERAL FUND

ORGKEY
101400

OBJECT	2020-21 ACTUAL (AUDITED)	2021-22 ADJUSTED BUDGET	2021-22 12 MONTH ESTIMATED	2022-23 CITY COUNCIL ADOPTED	2023-24 CITY COUNCIL ADOPTED
SALARIES AND BENEFITS					
5001 Salaries: Full-Time	554,697	600,579	542,780	179,398	187,628
5002 Salaries: Part-Time	22,162	26,219	15,308	12,607	13,237
5101 Overtime Salaries	8,229	10,000	4,000	5,000	5,000
5201 Stand By	60	-	-	-	-
5202 Holiday Pay	7,441	-	4,921	-	-
5203 Bonus	291	-	-	-	-
5204 Accrual Payout	14,465	-	3,181	-	-
5301 Banked Leave Buy Back	7,880	15,424	9,376	5,637	6,738
5401 Pension Contributions	157,632	175,310	161,335	54,485	57,863
5501 FICA/Medicare	45,732	48,351	42,797	14,604	15,222
5601 Deferred Compensation	9,803	5,374	30,254	1,598	1,629
5701 Health/Dental Insurance	72,701	76,831	67,958	17,395	17,802
5702 Workers' Comp Insurance	36,217	41,937	41,937	79,641	86,107
5703 Disability Insurance	2,680	2,580	2,647	1,098	1,143
5704 Unemployment Insurance	760	3,450	4,087	1,194	1,194
5705 Life Insurance	391	406	407	129	129
5801 Vehicle Allowance	2,044	1,451	1,451	1,451	1,451
5802 Eyecare Reimbursement	930	1,005	1,176	461	461
5804 Uniform Rental	(18)	-	38	574	574
5903 Other Taxable Benefits	688	4,415	4,415	2,171	2,203
TOTAL SALARIES AND BENEFITS	944,785	1,013,332	938,068	377,443	398,381
SERVICES					
6005 License & Permits	59,081	25,000	35,490	62,540	62,540
6106 Other Professional Services	156,216	1,204,767	649,767	150,000	155,000
6304 Telephone	-	4,200	-	2,400	2,700
6402 Travel Expense/Reimbursement	664	1,000	-	1,600	1,600
6403 Training	289	21,000	-	8,000	8,000
6601 Postage	120	1,000	1,000	1,000	1,200
6703 Software Support/Development	447	40,394	13	10,000	11,000
6708 Special Program Expenditures	2,962	1,800	65,404	26,000	26,000
6710 Special Contractual Services	21,635	-	12,540	22,000	22,000
6802 Info Tech Service Charges	34,981	38,266	38,266	227,769	241,239
6803 City Garage Charges	17,624	18,982	18,982	20,206	23,664
6901 Printing and Binding	54	1,000	1,000	2,000	2,100
6902 Advertising	3,012	2,300	1,000	2,500	2,700
6906 Office Equip & Furn Rent	4,649	12,000	2,000	-	-
6909 Subscriptions & Memberships	865	2,000	2,000	2,000	2,100
6912 Reimbursed Expenditures	-	168,295	168,295	-	-
TOTAL SERVICES	302,599	1,542,004	995,757	538,015	561,843
SUPPLIES					
7001 Books & Supplies	168	-	-	3,000	3,100
7002 Office Supplies	-	-	264	2,000	2,100
7003 Awards/ Reconginiton Program	-	2,100	820	1,600	1,600
7004 Uniform/Safety Clothing	-	-	-	1,500	1,700
7101 Office Equipment & Furniture	-	2,165	-	-	-
7102 Small Tools & Equipment	-	3,360	-	-	-

**DEPARTMENT/DIVISION
ENGINEERING**

FUND
GENERAL FUND

ORGKEY
101400

OBJECT	2020-21 ACTUAL (AUDITED)	2021-22 ADJUSTED BUDGET	2021-22 12 MONTH ESTIMATED	2022-23 CITY COUNCIL ADOPTED	2023-24 CITY COUNCIL ADOPTED
SUPPLIES (CONT.)					
7211 Computer Components	952	7,500	7,500	7,500	-
7810 Special Departmental Supplies	1,282	21,562	21,562	40,000	-
TOTAL SUPPLIES	2,402	36,687	30,146	55,600	8,500
FIXED ASSETS					
8403 Street Construction	-	1,575,000	2,449,538	1,300,000	1,300,000
8404 Storm Drain Construction	-	500,000	500,000	-	-
8501 Other Betterments/Improv	-	100,000	103,499	100,000	105,000
TOTAL FIXED ASSETS	-	2,175,000	3,053,037	1,400,000	1,405,000
 DIVISION TOTAL	 1,249,786	 4,767,023	 5,017,008	 2,371,058	 2,373,724

**Municipal Utilities and Engineering Department
Streets & Inspections Division**

Program Description:

The Streets, Inspection & Electrical Division provides for the general maintenance and repair of 314 miles of streets and 90 miles of storm drains within the City, in addition to inspection of any construction in the public right of way conducted by outside contractors. Streets and electrical crews respond to approximately 1,000 annual calls for routine street maintenance services. Inspection staff responds to approximately 5,000 requests for inspection for private contractors and oversees approximately fifteen (15) contractors for City improvement projects,

The division also provides street cleaning and sweeping services on public roadways within the City. Cleaning actions include mechanical sweeping, debris removal, storm cleanup, and other related services. Streets are swept on a bi-monthly basis totaling 510 curb miles swept during each sweeping rotation, equating to 1,020 curb miles cleaned per month.

The division is also charged with providing for the maintenance and repair of seventy-two (72) City-owned traffic signals and approximately 5,000 City-owned street lights.

Program Objectives:

- Inspect any work conducted by contractors in the public right of way;
- Patch and repair asphalt surfaces, including potholes, utility trenches, and cracks;
- Repair and ramping of sidewalks damaged by tree roots;
- General maintenance and repair to the storm drain system, including clearing of vegetation, repairs to open and rock channels, debris removal, clearing of blockages, and general inspections;
- Operation of a weed abatement program to include shoulder grading and mowing, spraying, and removal to comply with Fire Department abatement requirements;
- Provide support to public safety departments for barricades, signs, and human resources in response to emergencies;
- Install, replace, repair, and maintain all traffic signage within the public right-of-way;
- Install, restore, and maintain all roadway markings and striping, including painted curbs, street legends, crosswalks, centerline, and lane-line stripes, and parking lot lines;
- The division's field service coordinator is responsible for oversight of the City's contracted street sweeping services;
- Service, repair, and maintain traffic signals;
- Service, repair, and maintain street lights.

Accomplishments for Fiscal Year 2021-2022:

- Inspection of construction of fifty (50) lane miles of new roadway;
- Inspection of two (2) miles of new water main installation;
- Maintained over 300 miles of streets, including potholing and skin patching, and sidewalk ramping, using 106 tons of asphalt in 326 locations;
- Swept 12,000 curb miles throughout the City;
- Removed and replaced approximately 7820 square feet of sidewalk and 506 linear feet of curb and gutter at forty-eight (48) locations;
- Completed approximately 1,720 underground service alert tickets;

- Serviced and/or repaired 524 street lights;
- Completed annual cleaning of all storm drain inlets and channels;
- Fabricated, replaced, or serviced 1294 street signs;
- Replaced twelve (12) street lights/traffic signals knocked down in traffic accidents;
- 474 labor hours eradicating illegal dumps;
- Inspection of 5,300 requests by private contractors working in the public right of way under encroachment permits;

Projects Completed:

- Replaced three storm drains in preparation for the PARIS paving program;
- Installed two (2) new traffic cabinets at Redlands/Eureka and San Mateo/Brookside;
- Worked alongside Parks and Building Maintenance staff to complete various downtown projects, including Christmas holiday decorations and lighting;
- Installed PD camera pole at Ed Hales Park;
- Worked with SBCTA on light rail signal integration;
- Hired employee for graffiti and cart retrieval;
- 2021 PMP paving program inspection;
- 2021 CIP Water Pipe Installation project inspection;
- 2021 CIP Sewer Pipeline Replacement project inspection;
- 2020 Sidewalk installation project inspection;
- 2020 Water Distribution SCADA project inspection;
- Inspection of work in the public right of way for SBCTA's Redlands Passenger Rail Project;
- Inspection of work in the public right of way for SBCTA's I-10 and University Project;
- Wastewater Treatment Plant phase IB project inspection.

DEPARTMENT/DIVISION
STREETS & INSPECTIONS

FUND
GENERAL FUND

ORGKEY
101401

OBJECT	2020-21 ACTUAL (AUDITED)	2021-22 ADJUSTED BUDGET	2021-22 12 MONTH ESTIMATED	2022-23 CITY COUNCIL ADOPTED	2023-24 CITY COUNCIL ADOPTED
SALARIES AND BENEFITS					
5001 Salaries: Full-Time				889,838	912,022
5101 Overtime Salaries				35,000	35,000
5201 Stand By				20,800	20,800
5301 Banked Leave Buy Back				17,595	18,878
5401 Pension Contributions				261,457	274,424
5501 FICA/Medicare				69,524	71,311
5601 Deferred Compensation				1,032	1,032
5701 Health/Dental Insurance				172,734	180,754
5702 Workers' Comp Insurance				192,543	208,177
5703 Disability Insurance				8,712	8,956
5704 Unemployment Insurance				6,857	6,857
5705 Life Insurance				995	995
5802 Eyecare Reimbursement				3,555	3,555
5803 Clothing Allowance				4,380	4,380
5804 Uniform Rental				1,825	1,825
5903 Other Taxable Benefits				4,380	4,380
TOTAL SALARIES AND BENEFITS				1,691,227	1,753,346
SERVICES					
6005 License & Permits				2,000	2,000
6105 Medical/Physicals				5,000	5,200
6301 Water, Sewer, Disposal				6,500	6,600
6304 Telephone				10,500	11,550
6401 Meeting & Prof Development				2,500	2,500
6402 Travel Expense/Reimbursement				3,800	3,800
6403 Training				19,000	19,000
6601 Postage				100	100
6703 Software Support/Development				65,500	11,025
6710 Special Contractual Services				780,000	819,000
6712 Landfill Tipping Charges				8,000	8,200
6901 Printing and Binding				100	100
6902 Advertising				1,000	1,000
6908 Other Rentals				15,000	20,000
6909 Subscriptions & Memberships				1,000	1,000
TOTAL SERVICES				920,000	911,075
SUPPLIES					
7002 Office Supplies				2,500	2,700
7003 Awards/Recognition Program				3,000	3,000
7004 Uniform/Safety Clothing				14,000	15,000
7101 Office Equipment & Furniture				500	500
7102 Small Tools & Equipment				11,000	12,000

DEPARTMENT/DIVISION
STREETS & INSPECTIONS

FUND
GENERAL FUND

ORGKEY
101401

OBJECT	2020-21 ACTUAL (AUDITED)	2021-22 ADJUSTED BUDGET	2021-22 12 MONTH ESTIMATED	2022-23 CITY COUNCIL ADOPTED	2023-24 CITY COUNCIL ADOPTED
SUPPLIES (CONT.)					
7204 Building/Grounds Maintenance				1,500	1,500
7206 Vehicle Maintenance				3,000	3,000
7208 Repair/Maintenance Supplies				190,000	200,000
7209 Janitorial Supplies				1,500	1,500
7211 Computer Components				8,800	-
7804 Medical Supplies				300	300
7807 Food				1,000	1,000
7810 Special Departmental Supplies				26,000	27,000
TOTAL SUPPLIES				263,100	267,500
FIXED ASSETS					
8706 All Other Equipment				650,000	-
8801 Capital Lease				338,538	338,538
TOTAL FIXED ASSETS				988,538	338,538
DEBT SERVICE					
9001 Principal				82,938	83,914
9101 Interest				10,014	9,038
TOTAL DEBT SERVICE				92,952	92,952
DIVISION TOTAL				3,955,817	3,363,411

Please note: This division was formerly under Facilities and Community Services, orgkey 101304. This change is reflected in Fiscal Year 2022-23 and forward.

**DEPARTMENT/DIVISION
ELECTRICAL**

FUND
GENERAL FUND

ORGKEY
101402

OBJECT	2020-21 ACTUAL (AUDITED)	2021-22 ADJUSTED BUDGET	2021-22 12 MONTH ESTIMATED	2022-23 CITY COUNCIL ADOPTED	2023-24 CITY COUNCIL ADOPTED
SALARIES AND BENEFITS					
5001 Salaries: Full-Time				55,897	58,624
5101 Overtime Salaries				4,000	4,000
5301 Banked Leave Buy Back				1,251	1,314
5401 Pension Contributions				16,096	17,305
5501 FICA/Medicare				4,597	4,809
5701 Health/Dental Insurance				1,529	1,605
5702 Workers' Comp Insurance				5,533	5,982
5703 Disability Insurance				613	644
5704 Unemployment Insurance				434	434
5705 Life Insurance				63	63
5802 Eyecare Reimbursement				225	225
5803 Clothing Allowance				300	300
5804 Uniform Rental				125	125
5903 Other Taxable Benefits				4,200	4,200
TOTAL SALARIES AND BENEFITS				94,863	99,630
SERVICES					
6008 State Mandated Fee				3,500	3,500
6105 Medical/Physicals				500	500
6304 Telephone				2,400	2,700
6307 Electricity & Gas				700	716
6311 Elec Service-CA Traffic Sgl				15,750	16,537
6312 Elec Service-City Traffic Sgl				44,100	46,305
6314 Elec Service-SCE Street Light				10,500	11,025
6315 Electric Service-Street Light				388,500	407,925
6316 Elec Service-State Str Light				24,150	25,357
6402 Travel Expense/Reimbursement				250	250
6403 Training				1,000	1,200
6710 Special Contractual Services				555,000	582,750
6902 Advertising				500	500
6904 Land and Building Rent				10,500	11,000
TOTAL SERVICES				1,057,350	1,110,265
SUPPLIES					
7002 Office Supplies				500	500
7003 Awards/Recognition Prgm				500	500
7004 Uniform/Safety Clothing				600	600
7102 Small Tools & Equipment				2,000	2,000
7205 Machinery & Equip. Maint.				11,000	12,000
7208 Repair/Maintenance Supplies				145,000	150,000
7209 Janitorial Supplies				50	50
7210 Building Supplies				500	500
7211 Computer Components				1,000	1,000
7804 Medical Supplies				100	100
7807 Food				250	250
7810 Special Departmental Supplies				8,000	9,000
7901 Non-Capital Expenditures				140,000	-
TOTAL SUPPLIES				309,500	176,500

**DEPARTMENT/DIVISION
ELECTRICAL**

FUND
GENERAL FUND

ORGKEY
101402

OBJECT	2020-21 ACTUAL (AUDITED)	2021-22 ADJUSTED BUDGET	2021-22 12 MONTH ESTIMATED	2022-23 CITY COUNCIL ADOPTED	2023-24 CITY COUNCIL ADOPTED
FIXED ASSETS					
8706 All Other Equipment				75,000	80,000
TOTAL FIXED ASSETS				75,000	80,000
DEBT SERVICE					
9001 Principal				17,007	17,007
9101 Interest				6,494	6,494
TOTAL DEBT SERVICE				23,501	23,501
 DIVISION TOTAL				 1,560,214	 1,489,896
 DEPARTMENT TOTAL	 1,249,786	 4,767,023	 5,017,008	 7,887,089	 7,227,031

Please note: This division was formerly under Facilities and Community Services, orgkey 101302. This change is reflected in Fiscal Year 2022-23 and forward.

**DEPARTMENT/DIVISION
ENGINEERING GRANTS**

FUND
GOVERNMENTAL GRANT FUND

ORGKEY
200400

OBJECT	2020-21 ACTUAL (AUDITED)	2021-22 ADJUSTED BUDGET	2021-22 12 MONTH ESTIMATED	2022-23 CITY COUNCIL ADOPTED	2023-24 CITY COUNCIL ADOPTED
SALARIES AND BENEFITS					
5001 Salaries: Full-Time	952	127,207	75,500	-	-
5401 Pension Contributions	265	-	-	-	-
5501 FICA/Medicare	73	-	-	-	-
5701 Health/Dental Insurance	153	-	-	-	-
5702 Workers' Comp Insurance	14	-	-	-	-
5703 Disability Insurance	9	-	-	-	-
5705 Life Insurance	1	-	-	-	-
TOTAL SALARIES AND BENEFITS	1,467	127,207	75,500	-	-
SERVICES					
6106 Other Professional Services	126,103	76,000	175,407	-	-
6912 Reimbursed Expenditures	(34,220)	(22,135)	(22,135)	-	-
TOTAL SERVICES	91,883	53,865	153,272	-	-
FIXED ASSETS					
8301 Construction In Progress	930	-	-	-	-
8501 Other Betterments/Improv	294,300	5,027,104	5,229,404	-	-
TOTAL FIXED ASSETS	295,230	5,027,104	5,229,404	-	-
DEPARTMENT TOTAL	388,580	5,208,176	5,458,176	-	-

DEPARTMENT/DIVISION
LOCAL TRANSPORTATION

FUND
LOCAL TRANSPORTATION FUND

ORGKEY
209400

<u>OBJECT</u>	<u>2020-21 ACTUAL (AUDITED)</u>	<u>2021-22 ADJUSTED BUDGET</u>	<u>2021-22 12 MONTH ESTIMATED</u>	<u>2022-23 CITY COUNCIL ADOPTED</u>	<u>2023-24 CITY COUNCIL ADOPTED</u>
SERVICES					
6802 Info Tech Service Charges	753	-	-	-	-
6912 Reimbursed Expenditures	45,684	112,286	112,286	-	-
TOTAL SERVICES	46,437	112,286	112,286	-	-
SUPPLIES					
7810 Special Departmental Supplies	6,350	17,336	6,653	-	-
TOTAL SUPPLIES	6,350	17,336	6,653	-	-
FUND TOTAL	52,787	129,622	118,939	-	-

DEPARTMENT/DIVISION
MEASURE I (2010)

FUND
MEASURE I FUND (2010)

ORGKEY
210400

<u>OBJECT</u>	<u>2020-21 ACTUAL (AUDITED)</u>	<u>2021-22 ADJUSTED BUDGET</u>	<u>2021-22 12 MONTH ESTIMATED</u>	<u>2022-23 CITY COUNCIL ADOPTED</u>	<u>2023-24 CITY COUNCIL ADOPTED</u>
SERVICES					
6804 General Govt Service Charge	14,168	14,495	14,495	15,740	16,527
TOTAL SERVICES	14,168	14,495	14,495	15,740	16,527
FUND TOTAL	14,168	14,495	14,495	15,740	16,527

DEPARTMENT/DIVISION
PAVEMENT ACCELERATED REPAIR IMPLEMENTATION STRATEGY (PARIS)

FUND
PARIS

ORGKEY
211400

OBJECT	2020-21 ACTUAL (AUDITED)	2021-22 ADJUSTED BUDGET	2021-22 12 MONTH ESTIMATED	2022-23 CITY COUNCIL ADOPTED	2023-24 CITY COUNCIL ADOPTED
SALARIES AND BENEFITS					
5001 Salaries: Full-Time	250,063	345,624	258,866	251,315	257,461
5002 Salaries: Part-Time	265	-	-	-	-
5101 Overtime Salaries	4,415	3,000	3,000	3,000	3,000
5201 Stand By	240	-	-	-	-
5202 Holiday Pay	2,245	-	1,386	-	-
5203 Bonus	291	-	-	-	-
5204 Accrual Payout	7,365	-	3,166	-	-
5301 Banked Leave Buy Back	2,544	10,827	4,556	9,320	10,096
5401 Pension Contributions	70,350	100,954	71,607	83,428	87,877
5501 FICA/Medicare	20,359	26,671	20,311	21,297	22,046
5601 Deferred Compensation	3,037	4,319	9,216	3,826	3,858
5701 Health/Dental Insurance	22,481	28,946	21,603	18,502	18,964
5702 Workers' Comp Insurance	2,719	-	-	-	-
5703 Disability Insurance	670	743	722	732	740
5704 Unemployment Insurance	233	1,519	1,367	1,172	1,172
5705 Life Insurance	156	221	164	170	170
5802 Eyecare Reimbursement	56	788	788	608	608
5803 Clothing Allowance	165	255	225	225	225
5804 Uniform Rental	5	-	19	94	94
5903 Other Taxable Benefits	245	5,676	5,676	4,879	4,910
TOTAL SALARIES AND BENEFITS	387,904	529,543	402,672	398,568	411,221
SERVICES					
6106 Other Professional Services	-	-	12,000	-	-
6804 General Govt Service Charge	23,091	23,091	23,091	25,654	26,937
6902 Advertising	482	-	-	-	-
TOTAL SERVICES	23,573	23,091	35,091	25,654	26,937
SUPPLIES					
7810 Special Departmental Supplies	483	10,000	8,000	9,000	9,500
TOTAL SUPPLIES	483	10,000	8,000	9,000	9,500
DIVISION TOTAL	411,960	562,634	445,763	433,222	447,658

DEPARTMENT/DIVISION
PAVEMENT ACCELERATED REPAIR IMPLEMENTATION STRATEGY (PARIS)

FUND
PARIS

ORGKEY
211910

OBJECT	2020-21 ACTUAL (AUDITED)	2021-22 ADJUSTED BUDGET	2021-22 12 MONTH ESTIMATED	2022-23 CITY COUNCIL ADOPTED	2023-24 CITY COUNCIL ADOPTED
SERVICES					
6106 Other Professional Services	4,690	90,310	90,310	50,000	52,000
6710 Special Contractual Services	-	50,000	50,000	50,000	52,000
6901 Printing and Binding	-	2,000	2,000	2,000	2,200
6902 Advertising	-	482	482	-	-
TOTAL SERVICES	<u>4,690</u>	<u>142,792</u>	<u>142,792</u>	<u>102,000</u>	<u>106,200</u>
FIXED ASSETS					
8403 Street Construction	7,849,277	9,328,724	9,328,724	4,000,000	4,000,000
8501 Other Betterments/Improv	-	500,000	500,000	500,000	500,000
TOTAL FIXED ASSETS	<u>7,849,277</u>	<u>9,828,724</u>	<u>9,828,724</u>	<u>4,500,000</u>	<u>4,500,000</u>
DIVISION TOTAL	7,920,851	9,971,516	9,971,516	4,602,000	4,606,200
FUND TOTAL	8,332,811	10,534,150	10,417,279	5,035,222	5,053,858

DEPARTMENT/DIVISION
TRANSPORTATION DEVELOPMENT ACT

FUND
TRANSPORTATION DEVELOPMENT ACT FUND

ORGKEY
241400

OBJECT	2020-21 ACTUAL (AUDITED)	2021-22 ADJUSTED BUDGET	2021-22 12 MONTH ESTIMATED	2022-23 CITY COUNCIL ADOPTED	2023-24 CITY COUNCIL ADOPTED
SERVICES					
6005 License & Permits	7,050	-	-	-	-
6106 Other Professional Services	18,778	205,046	205,046	-	-
6901 Printing and Binding	690	1,810	1,810	-	-
6912 Reimbursed Expenditures	(12,625)	(258,447)	(258,447)	-	-
TOTAL SERVICES	13,893	(51,591)	(51,590)	-	-
FIXED ASSETS					
8405 Other Infrastructure	-	952,501	952,501	-	-
8501 Other Betterments/Improv	54,361	272,223	272,223	-	-
TOTAL FIXED ASSETS	54,361	1,224,724	1,224,724	-	-
FUND TOTAL	68,254	1,173,133	1,173,134	-	-

DEPARTMENT/DIVISION
PARK & OPEN SPACE DEVELOPMENT

FUND
PARK & OPEN SPACE DEVELOPMENT FUND

ORGKEY
250400

<u>OBJECT</u>	<u>2020-21 ACTUAL (AUDITED)</u>	<u>2021-22 ADJUSTED BUDGET</u>	<u>2021-22 12 MONTH ESTIMATED</u>	<u>2022-23 CITY COUNCIL ADOPTED</u>	<u>2023-24 CITY COUNCIL ADOPTED</u>
SERVICES					
6004 Bank/Collection Agent Fees	4,029	4,029	3,846	3,658	3,463
6804 General Govt Service Charge	7,590	-	-	-	-
TOTAL SERVICES	11,619	4,029	3,846	3,658	3,463
FIXED ASSETS					
8501 Other Betterments/Improv	-	138,773	138,773	-	-
TOTAL FIXED ASSETS	-	138,773	138,773	-	-
DEBT SERVICE					
9001 Principal	60,940	62,859	62,859	64,839	66,882
9101 Interest	41,347	39,398	39,398	37,386	35,312
TOTAL DEBT SERVICE	102,287	102,257	102,257	102,225	102,193
FUND TOTAL	113,906	245,059	244,876	105,883	105,657

DEPARTMENT/DIVISION
PUBLIC FACILITY DEVELOPMENT

FUND
 PUBLIC FACILITY DEVELOPMENT FUND

ORGKEY
 251400

<u>OBJECT</u>	<u>2020-21 ACTUAL (AUDITED)</u>	<u>2021-22 ADJUSTED BUDGET</u>	<u>2021-22 12 MONTH ESTIMATED</u>	<u>2022-23 CITY COUNCIL ADOPTED</u>	<u>2023-24 CITY COUNCIL ADOPTED</u>
SERVICES					
6804 General Govt Service Charge	6,803	20,500	20,500	20,500	20,500
TOTAL SERVICES	6,803	20,500	20,500	20,500	20,500
DEBT SERVICE					
9101 Interest	1,375	-	-	-	-
TOTAL DEBT SERVICE	1,375	-	-	-	-
FUND TOTAL	8,178	20,500	20,500	20,500	20,500

DEPARTMENT/DIVISION
ARTERIAL STREET CONSTRUCTION

FUND
 ARTERIAL STREET CONSTRUCTION FUND

ORGKEY
 252400

<u>OBJECT</u>	<u>2020-21 ACTUAL (AUDITED)</u>	<u>2021-22 ADJUSTED BUDGET</u>	<u>2021-22 12 MONTH ESTIMATED</u>	<u>2022-23 CITY COUNCIL ADOPTED</u>	<u>2023-24 CITY COUNCIL ADOPTED</u>
SERVICES					
6106 Other Professional Services	-	-	-	300,000	150,000
6501 Settlements/Judgments	417,483	-	-	-	-
6804 General Govt Service Charge	7,724	-	-	-	-
TOTAL SERVICES	425,207	-	-	300,000	150,000
FIXED ASSETS					
8501 Other Betterments/Improv	-	900,000	-	900,000	800,000
TOTAL FIXED ASSETS	-	900,000	-	900,000	800,000
FUND TOTAL	425,207	900,000	-	1,200,000	950,000

DEPARTMENT/DIVISION
TRAFFIC SIGNALS

FUND
TRAFFIC SIGNALS FUND

ORGKEY
253400

<u>OBJECT</u>	<u>2020-21 ACTUAL (AUDITED)</u>	<u>2021-22 ADJUSTED BUDGET</u>	<u>2021-22 12 MONTH ESTIMATED</u>	<u>2022-23 CITY COUNCIL ADOPTED</u>	<u>2023-24 CITY COUNCIL ADOPTED</u>
SERVICES					
6106 Other Professional Services	-	100,000	50,000	100,000	100,000
6804 General Govt Service Charge	507	-	-	-	-
TOTAL SERVICES	<u>507</u>	<u>100,000</u>	<u>50,000</u>	<u>100,000</u>	<u>100,000</u>
FIXED ASSETS					
8501 Other Betterments/Improv	-	500,000	550,000	600,000	-
TOTAL FIXED ASSETS	<u>-</u>	<u>500,000</u>	<u>550,000</u>	<u>600,000</u>	<u>-</u>
FUND TOTAL	507	600,000	600,000	700,000	100,000

**DEPARTMENT/DIVISION
FREEWAY INTERCHANGES**

FUND
FREEWAY INTERCHANGES FUND

ORGKEY
254400

<u>OBJECT</u>	<u>2020-21 ACTUAL (AUDITED)</u>	<u>2021-22 ADJUSTED BUDGET</u>	<u>2021-22 12 MONTH ESTIMATED</u>	<u>2022-23 CITY COUNCIL ADOPTED</u>	<u>2023-24 CITY COUNCIL ADOPTED</u>
SERVICES					
6106 Other Professional Services	41,776	-	-	-	-
6804 General Govt Service Charge	5,169	-	-	-	-
TOTAL SERVICES	46,945	-	-	-	-
FIXED ASSETS					
8403 Construction in Progress	890,496	-	-	-	-
8501 Other Betterments/Improvements	-	2,309,591	2,309,591	-	-
TOTAL FIXED ASSETS	890,496	2,309,591	2,309,591	-	-
FUND TOTAL	937,441	2,309,591	2,309,591	-	-

DEPARTMENT/DIVISION
STORM DRAIN CONSTRUCTION

FUND
STORM DRAIN CONSTRUCTION FUND

ORGKEY
405400

<u>OBJECT</u>	<u>2020-21 ACTUAL (AUDITED)</u>	<u>2021-22 ADJUSTED BUDGET</u>	<u>2021-22 12 MONTH ESTIMATED</u>	<u>2022-23 CITY COUNCIL ADOPTED</u>	<u>2023-24 CITY COUNCIL ADOPTED</u>
SERVICES					
6106 Other Professional Services	-	10,000	10,000	570,000	-
6708 Special Program Expenditures	-	1,200	1,200	1,500	1,700
6804 General Govt Service Charge	7,538	5,097	5,097	5,535	5,812
TOTAL SERVICES	7,538	16,297	16,297	577,035	7,512
FIXED ASSETS					
8404 Storm Drain Construction	-	900,000	-	1,980,000	400,000
TOTAL FIXED ASSETS	-	900,000	-	1,980,000	400,000
FUND TOTAL	7,538	916,297	16,297	2,557,035	407,512

Municipal Utilities and Engineering Department Water Division

Program Description:

The water utility produces and distributes water through approximately 23,500 water service lines to approximately 77,800 customers within its service area. Generally, the service area includes the City of Redlands, a small portion of the City of Loma Linda, and unincorporated areas of the county (Mentone and Crafton areas), as well as the San Bernardino County Donut Hole area. The City's average daily water consumption is 20 million gallons per day (mgd), which peaks at a maximum of 35 mgd in the summer. The average consumption per capita is approximately 170 gallons per day. The water utility operates and maintains approximately 384 miles of potable pipelines, within seven pressure zones and two sub-zones, and provides a maximum storage capacity of 54.5 million gallons. Water division employees operate approximately 3,500 fire hydrants, eighteen (18) reservoirs, two surface water treatment plants, one perchlorate treatment plant, four engineered blending sites, twenty-two (22) active potable groundwater production wells, and fourteen (14) booster station facilities. The City also has two interconnections established with Loma Linda and Western Heights which allows for supplemental water delivery, when needed.

The water budget includes all expenses required to operate and maintain the entire system, including production, treatment and distribution, regulatory compliance, utility billing services, and water conservation.

Program Objectives:

- Provide a safe, reliable drinking water supply that meets or exceeds all water quality requirements;
- Deliver water in a fiscally responsible manner;
- Publish an annual Consumer Confidence Report to educate the public about drinking water quality and water sources;
- Promote water conservation awareness and practices;

Accomplishments in Fiscal Year 2021-22:

- Replaced approximately four (4) miles of aging water distribution mainlines;
- Received 2021 Climate Impact Award and \$61,228 of incentive rebates for participation in the energy demand response program;
- SCADA system upgrade – fourteen (14) sites;
- Rehabilitated five (5) potable wells & two (2) booster pumps
- Completed Water System Infrastructure Condition, Structural, and Seismic Assessment;

**DEPARTMENT/DIVISION
WATER-OPERATIONS**

FUND
WATER FUND

ORGKEY
501900

OBJECT	2020-21 ACTUAL (AUDITED)	2021-22 ADJUSTED BUDGET	2021-22 12 MONTH ESTIMATED	2022-23 CITY COUNCIL ADOPTED	2023-24 CITY COUNCIL ADOPTED
SALARIES AND BENEFITS					
5001 Salaries: Full-Time	3,947,148	4,522,677	3,684,287	4,399,954	4,560,621
5002 Salaries: Part-Time	33,607	73,244	28,108	85,702	89,987
5101 Overtime Salaries	187,439	200,000	235,125	235,000	235,000
5201 Stand By	99,287	95,000	91,100	50,000	50,000
5202 Holiday Pay	107,312	-	83,504	-	-
5203 Bonus	1,492	-	-	-	-
5204 Accrual Payout	56,773	-	124,284	-	-
5301 Banked Leave Buy Back	88,131	105,185	85,901	94,934	110,090
5401 Pension Contributions	1,324,971	1,318,761	1,084,719	1,158,686	1,214,114
5501 FICA/Medicare	340,766	358,526	312,639	314,101	322,622
5601 Deferred Compensation	22,852	15,386	48,732	7,001	7,063
5701 Health/Dental Insurance	703,413	740,917	625,275	657,221	681,884
5702 Workers' Comp Insurance	138,436	160,347	160,347	249,034	269,254
5703 Disability Insurance	36,903	36,428	34,137	38,699	39,748
5704 Unemployment Insurance	6,164	29,882	33,585	28,058	28,058
5705 Life Insurance	3,699	4,066	3,382	3,749	3,749
5801 Vehicle Allowance	420	360	605	605	605
5802 Eyecare Reimbursement	4,666	14,491	14,491	13,388	13,388
5803 Clothing Allowance	11,708	17,136	17,136	16,620	16,620
5804 Uniform Rental	2,156	-	4,702	6,925	6,925
5901 Compensated Absences Expense	(99,268)	-	2,327	-	-
5903 Other Taxable Benefits	3,638	39,300	39,300	28,946	29,008
TOTAL SALARIES AND BENEFITS	7,021,713	7,731,706	6,713,686	7,388,623	7,678,736
SERVICES					
6005 License & Permits	112,646	214,700	214,700	181,200	210,250
6006 Taxes	8,450	15,000	15,000	10,000	11,000
6007 Penalties and Interest	68	-	-	-	-
6008 State Mandated Fees	4,309	8,000	8,000	7,500	8,500
6102 Legal Services					
6105 Medical/Physicals	1,841	5,000	5,000	5,000	5,500
6106 Other Professional Services	114,129	714,193	714,193	512,500	377,500
6301 Water Wastewater Refuse	5,495	7,500	7,500	8,000	8,500
6302 City Water	517,875	682,500	682,500	700,000	725,000
6304 Telephone	53,565	12,600	39,975	55,000	60,500
6306 Water Recharge	126,319	-	152,415	200,000	550,000
6307 Electricity & Gas	570,203	450,000	468,140	468,140	468,140
6308 Elec Service-Facility Ops	1,454,791	2,050,000	2,050,000	2,152,500	2,260,125
6310 Gas Service - Facility Ops	784	1,000	1,000	1,000	1,000
6313 Service for Facility Ops	20,472	77,297	77,297	77,297	77,297
6401 Meeting & Prof Development	1,863	14,000	14,000	10,500	14,000
6402 Travel Expense/Reimbursement	1,136	5,000	5,000	6,500	7,000
6403 Training	59,198	29,000	29,000	66,000	66,000

**DEPARTMENT/DIVISION
WATER-OPERATIONS**

FUND
WATER FUND

ORGKEY
501900

OBJECT	2020-21 ACTUAL (AUDITED)	2021-22 ADJUSTED BUDGET	2021-22 12 MONTH ESTIMATED	2022-23 CITY COUNCIL ADOPTED	2023-24 CITY COUNCIL ADOPTED
SERVICES (CONT.)					
6505 Retiree Health Insurance	945,031	850,000	850,000	892,500	937,125
6601 Postage	7,408	15,000	15,000	15,500	16,000
6703 Software Support/Development	181,936	228,506	228,506	136,500	136,500
6706 Energy for Treatment	60,906	70,000	70,000	70,000	70,000
6707 Stock Assessment	1,035,175	1,100,000	1,100,000	1,000,000	1,100,000
6708 Special Program Expenditures	19,056	87,089	87,089	38,500	38,500
6709 Conservation Rebate	8,745	25,000	25,000	25,000	30,000
6710 Special Contractual Services	252,748	745,167	745,167	1,337,300	1,202,300
6712 Landfill Tipping Charges	-	1,000	1,000	1,500	1,700
6801 City Attorney Legal Service	44,200	44,841	44,841	40,729	42,932
6802 Info Tech Service Charges	899,296	990,370	990,370	82,480	885,955
6803 City Garage Charges	680,103	649,976	649,976	776,582	909,505
6804 General Govt Service Charge	1,524,402	1,589,992	1,589,992	1,417,324	1,488,190
6805 Billing Services	625,000	450,000	450,000	850,000	950,000
6901 Printing and Binding	9,782	10,000	10,000	10,600	10,800
6902 Advertising	8,509	11,000	11,000	12,000	13,000
6903 Janitorial Services	8,789	41,200	41,200	41,200	41,200
6904 Land and Building Rent	2,599	5,000	5,000	5,000	5,000
6905 Clothing and Linen Rent	27,970	40,000	58,000	42,500	42,500
6906 Office Equip & Furn Rent	6,089	5,000	5,000	5,000	5,500
6908 Other Rentals	22,676	50,000	50,000	76,500	80,500
6909 Subscriptions & Memberships	15,613	13,000	13,000	17,850	18,050
6911 Bad Debt Expense	20,475	-	-	-	-
6914 Depreciation Expense	3,723,496	-	-	-	-
TOTAL SERVICES	13,183,148	11,307,931	11,523,861	11,355,702	12,875,569
SUPPLIES					
7001 Books & Supplies	301	1,500	1,500	1,000	1,200
7002 Office Supplies	11,670	25,000	25,000	26,250	26,250
7003 Awards/Recognition Prgm	-	6,100	6,100	6,100	6,100
7004 Uniform/Safety Clothing	32,818	36,000	36,000	30,000	35,000
7101 Office Equipment & Furniture	27,499	16,349	16,349	32,000	15,000
7102 Small Tools & Equipment	25,214	59,120	59,120	71,500	71,500
7201 Hardware Maint/Replace	65	-	-	-	-
7204 Building/Grounds Maintenance	32,106	161,126	161,126	160,000	205,000
7205 Machinery & Equip. Maint.	11,830	50,000	50,000	90,700	90,700
7206 Vehicle Maintenance	-	-	-	450,000	450,000
7207 Street Repairs	58,039	450,000	450,000	-	-
7208 Repair/Maintenance Supplies	724,204	1,955,997	1,955,997	2,083,500	2,107,500
7209 Janitorial Supplies	7,127	10,000	10,000	10,000	10,000
7211 Computer Components	17,297	14,921	14,921	19,500	9,700
7213 Motor Vehicle Supplies	5,661	17,497	17,497	60,000	65,000
7802 Purchased Water	262,506	550,000	539,588	-	-
7803 Chemical & Lab Supplies	211,225	470,950	470,950	458,250	475,500
7804 Medical Supplies	-	500	500	500	500
7807 Food	-	3,000	3,000	5,350	5,500
7808 Water Meters & Fittings	255,459	509,483	659,483	480,000	500,000
7810 Special Departmental Supplies	66,003	263,783	245,783	326,500	326,500
7901 Non-Capital Expenditures	4,050	-	-	-	-
TOTAL SUPPLIES	1,753,074	4,601,326	4,722,914	4,311,150	4,400,950

**DEPARTMENT/DIVISION
WATER-OPERATIONS**

FUND
WATER FUND

ORGKEY
501900

OBJECT	2020-21 ACTUAL (AUDITED)	2021-22 ADJUSTED BUDGET	2021-22 12 MONTH ESTIMATED	2022-23 CITY COUNCIL ADOPTED	2023-24 CITY COUNCIL ADOPTED
FIXED ASSETS					
8301 Construction In Progress	52,644	-	-	-	-
8501 Other Betterments/Improv	-	250,000	250,000	-	-
8502 Building Acquisitions	-	1,077,569	1,077,569	-	-
8701 Office Furniture	-	5,000	5,000	-	-
8704 Motor Vehicles	546,407	135,483	135,483	135,483	135,483
8706 All Other Equipment	-	403,846	403,846	200,000	350,000
8801 Capital Lease	-	743,284	743,284	993,284	743,284
TOTAL FIXED ASSETS	599,051	2,615,182	2,615,182	1,328,767	1,228,767
DIVISION TOTAL	22,556,986	26,256,145	25,575,643	24,384,242	26,184,022

DEPARTMENT/DIVISION
WATER-PROJECTS AND GRANTS

FUND
WATER PROJECTS FUND

ORGKEY
501910

OBJECT	2020-21 ACTUAL (AUDITED)	2021-22 ADJUSTED BUDGET	2021-22 12 MONTH ESTIMATED	2022-23 CITY COUNCIL ADOPTED	2023-24 CITY COUNCIL ADOPTED
SALARIES AND BENEFITS					
5001 Salaries: Full-Time	14,775	-	4,495	4,495	4,495
5401 Pension Contributions	2,943	-	1,306	1,306	1,306
5501 FICA/Medicare	1,124	-	338	338	338
5701 Health/Dental Insurance	1,452	-	713	713	713
5702 Workers' Comp Insurance	463	-	-	-	-
5703 Disability Insurance	143	-	48	48	48
5704 Unemployment Insurance	43	-	129	129	129
5705 Life Insurance	10	-	3	3	3
5804 Uniform Rental	22	-	3	3	3
TOTAL SALARIES AND BENEFITS	20,975	-	7,035	7,035	7,035
SERVICES					
6106 Other Professional Services	717,775	2,426,882	2,867,251	3,650,000	500,000
6703 Software Support/Development	-	-	16,072	-	-
6710 Special Contractual Services	-	600,000	600,000	-	-
6714 SWRCB Arrearage Bill Credit	-	-	535,727	-	-
6901 Printing and Binding	391	-	-	-	-
6908 Other Rentals	10,000	-	-	-	-
6912 Reimbursed Expenditures	(2,500)	-	-	-	-
TOTAL SERVICES	725,666	3,026,882	4,019,050	3,650,000	500,000
SUPPLIES					
7808 Water Meters & Fittings	157,052	1,593,671	1,815,000	1,815,000	1,815,000
7901 Non-Capital Expenditures	308,740	-	177,505	-	-
TOTAL SUPPLIES	465,792	1,593,671	1,992,505	1,815,000	1,815,000
FIXED ASSETS					
8301 Construction In Progress	3,462,720	-	-	-	-
8402 Water Infrastructure	709,196	13,563,706	13,239,140	9,384,000	20,271,000
8501 Other Betterments/Improv	-	626,899	526,899	350,000	-
8706 All Other Equipment	-	902,296	902,296	-	-
TOTAL FIXED ASSETS	4,171,916	15,092,901	14,668,335	9,734,000	20,271,000
DIVISION TOTAL	5,384,349	19,713,453	20,686,925	15,206,035	22,593,035

DEPARTMENT/DIVISION
WATER DEBT SERVICE

FUND
WATER DEBT SERVICE FUND

ORGKEY
501930

OBJECT	2020-21 ACTUAL (AUDITED)	2021-22 ADJUSTED BUDGET	2021-22 12 MONTH ESTIMATED	2022-23 CITY COUNCIL ADOPTED	2023-24 CITY COUNCIL ADOPTED
SERVICES					
6001 Fiscal Agent Fees	180	90	90	90	90
TOTAL SERVICES	180	90	90	90	90
DEBT SERVICE					
9001 Principal	-	815,306	815,306	835,275	855,733
9101 Interest	241,019	221,528	221,528	201,560	181,102
TOTAL DEBT SERVICE	241,019	1,036,834	1,036,835	1,036,835	1,036,835
 DIVISION TOTAL	 241,199	 1,036,924	 1,036,925	 1,036,925	 1,036,925
 FUND TOTAL	 28,182,534	 47,006,522	 47,299,493	 40,627,202	 49,813,982

DEPARTMENT/DIVISION
SOURCE ACQUISITION

FUND
SOURCE ACQUISITION FUND

ORGKEY
508900

<u>OBJECT</u>	<u>2020-21 ACTUAL (AUDITED)</u>	<u>2021-22 ADJUSTED BUDGET</u>	<u>2021-22 12 MONTH ESTIMATED</u>	<u>2022-23 CITY COUNCIL ADOPTED</u>	<u>2023-24 CITY COUNCIL ADOPTED</u>
FIXED ASSETS					
8101 Purchase Water Shares	-	-	-	50,000	50,000
TOTAL FIXED ASSETS	-	-	-	50,000	50,000
FUND TOTAL	-	-	-	50,000	50,000

Municipal Utilities and Engineering Department Wastewater Division

Program Description:

The wastewater utility collects municipal wastewater from approximately 18,000 customers within the service area. Generally, the service area includes the City of Redlands, unincorporated areas of the county (Mentone and Crafton areas), and the San Bernardino County Donut Hole area. The wastewater utility includes the operation and maintenance of approximately 250 miles of sewer mainline, one sewer lift station, and a wastewater treatment plant capable of treating approximately 9.2 million gallons per day (mgd) of influent. The wastewater treatment plant, originally constructed in 1962, includes a water quality laboratory where routine regulatory compliance tests are performed. In 2004, the plant became the largest membrane bioreactor facility in the United States, producing an average of 4.0 mgd of high-quality tertiary effluent (reclaimed water).

The wastewater budget includes all expenses required to operate and maintain the entire system, including system maintenance, wastewater treatment and disposal, recycled water system operation and maintenance, laboratory operations, and wastewater regulatory compliance.

Program Objectives:

- Provide reliable wastewater collection and treatment services in a fiscally responsible manner;
- Proactively inspect collection system facilities to identify and plan wastewater system facility rehabilitation and replacement capital projects;
- Clean and maintain the entire wastewater collection system mainlines every three (3) years;
- Maintain a 24/7 Emergency Response Team to reduce the potential for Sanitary Sewer System Overflows;
- Educate residents and businesses about problems associated with fats, oils, and grease (FOG) discharges into the wastewater collection and treatment system and implement a FOG reduction program;
- Establish a regulatory compliance program and pretreatment program for significant industrial dischargers;
- Meet or exceed wastewater treatment and discharge requirements, and recycled water service regulatory requirements.

Accomplishments in Fiscal Year 2021-22:

- Industrial Waste & Recycled Water Title 22 Compliance;
- Implemented pretreatment database to assist with industrial pretreatment and recycled water use regulatory agency requirements;
- Completed review and regulatory compliance activities for existing recycled water use sites;
- Developed SOP and internal protocols for cross-connection program compliance;
- Developed work plan and completed a 6-month study to assist in the characterization of landfill waste stream and its impact on the WWTP;
- Completed three (3) year audit of Risk Management Plan for Tate Water Treatment Plant;
- Completed two (2) year audits and updates of wastewater collection system Overflow Response Plan;

- Continued work on the Industrial Pretreatment Program, sewer use ordinance, local limit study, and enforcement response plan revisions;
- Continued work on recycled water program improvements.

Wastewater Treatment Plant:

- Replaced seven (7) process pumps throughout WWTP;
- WWTP Improvement Project - Phase 1B:
 - Gas Conditioning
 - Boiler/HEX units for each digester
 - Fine Screens
- Design for WWTP Phase 2 Upgrade Project;
- Secondary clarifier rehab project;
- LF/WWTP shared waste gas flare improvement project;
- Replacement of Ferric Chloride metering pumps;
- Reline of chemical fiberglass storage tank;
- SCE WISE Program Award - \$290,000 incentive and \$155,000 annual energy savings.

Wastewater Collections:

- Root Control Program - 5.37 miles of sewer pipe were treated for root prevention;
- Roach Control Program - 2,315 sewer manholes were treated with Latex-Insecticidal Coating;
- Reduction of SSO's from previous years;
- Public Outreach/Education;
- Seventy (70) sewer main spot repairs were made to the Collection System as a result of sewer inspections;
- Adjusted sewer manhole frames and covers;
- Addition of a Line Maintenance Worker;
- Cleaned over 122 miles of sewer pipe;
- Inspected over forty-four (44) miles of sewer pipe;

Joint Utilities Laboratory

- Preparation for maintaining laboratory accreditation as state regulations change;
- Successfully passed all annual proficiency testing for water pollutants and water quality (Wastewater and Drinking Water);
- Implemented a new data reporting system (CLIP) mandated by the California Water Resource Control Board;
- Replaced aging laboratory testing and analysis equipment;
- Ivan Pedraza - Third place in the CWEA's Laboratory Analyst of the year;
- Completed first TNI pre-assessment.

DEPARTMENT/DIVISION
WASTEWATER SERVICE

FUND
WASTEWATER SERVICE FUND

ORGKEY
521900

OBJECT	2020-21 ACTUAL (AUDITED)	2021-22 ADJUSTED BUDGET	2021-22 12 MONTH ESTIMATED	2022-23 CITY COUNCIL ADOPTED	2023-24 CITY COUNCIL ADOPTED
SALARIES AND BENEFITS					
5001 Salaries: Full-Time	2,196,807	2,467,877	2,209,770	2,925,566	3,045,826
5002 Salaries: Part-Time	39,075	48,496	23,396	32,702	34,337
5101 Overtime Salaries	126,179	140,000	110,188	140,000	140,000
5201 Stand By	71,751	56,000	77,597	56,000	56,000
5202 Holiday Pay	77,931	-	66,321	-	-
5203 Bonus	1,296	-	-	-	-
5204 Accrual Payout	32,892	-	54,695	-	-
5301 Banked Leave Buy Back	49,421	63,726	37,824	42,684	44,949
5401 Pension Contributions	736,607	719,590	670,440	643,452	678,396
5501 FICA/Medicare	194,509	196,078	192,249	171,229	176,514
5601 Deferred Compensation	17,689	12,661	32,922	8,197	8,271
5701 Health/Dental Insurance	347,944	346,201	342,090	305,101	317,767
5702 Workers' Comp Insurance	75,962	87,985	87,985	77,243	83,515
5703 Disability Insurance	19,119	16,872	19,406	18,236	18,736
5704 Unemployment Insurance	3,328	15,542	18,056	13,714	13,714
5705 Life Insurance	1,914	2,055	2,001	1,855	1,855
5801 Vehicle Allowance	120	420	420	420	420
5802 Eyecare Reimbursement	3,027	7,304	7,304	6,626	6,626
5803 Clothing Allowance	6,486	7,716	7,716	7,380	7,380
5804 Uniform Rental	1,087	-	2,931	3,075	3,075
5901 Compensated Absences Expense	(55,686)	-	-	-	-
5903 Other Taxable Benefits	2,595	39,400	39,400	22,751	22,824
TOTAL SALARIES AND BENEFITS	3,950,053	4,227,923	4,002,711	4,476,231	4,660,205
SERVICES					
6005 License & Permits	140,259	226,450	127,000	184,300	208,000
6006 Taxes	-	8,000	-	6,000	6,000
6007 Penalties and Interest	10	-	4	-	-
6105 Medical/Physicals	903	1,350	350	6,650	1,650
6106 Other Professional Services	191,139	574,050	205,500	277,000	276,500
6301 Water Wastewater Refuse	21,237	24,600	11,000	12,000	12,000
6304 Telephone	21,338	4,200	14,000	12,000	12,000
6308 Elec Service-Facility Ops	946,689	946,000	800,000	850,000	850,000
6401 Meeting & Prof Development	4,830	13,650	13,650	7,200	7,200
6402 Travel Expense/Reimbursement	-	5,000	5,000	8,100	8,100
6403 Training	41,854	25,000	25,000	25,200	25,200
6501 Settlements/Judgments	1,062	100,000	100,000	100,000	100,000
6505 Retiree Health Insurance	352,527	400,000	400,000	400,000	400,000
6601 Postage	8,947	10,000	10,000	6,000	6,000
6703 Software Support/Development	4,853	74,800	74,800	83,700	109,000
6708 Special Program Expenditures	7,068	12,000	12,000	9,000	9,000
6710 Special Contractual Services	916,819	1,924,893	1,924,893	1,943,500	1,943,500
6712 Landfill Tipping Charges	905	-	456	-	-
6801 City Attorney Legal Service	13,260	13,553	13,553	13,553	13,553
6802 Info Tech Service Charges	407,481	448,248	448,248	319,984	344,231
6803 City Garage Charges	190,162	204,855	204,855	242,296	283,769
6804 General Govt Service Charge	807,506	856,534	856,534	620,863	651,906
6805 Billing Services	187,500	180,500	180,500	300,000	450,000

**DEPARTMENT/DIVISION
WASTEWATER SERVICE**

FUND
WASTEWATER SERVICE FUND

ORGKEY
521900

OBJECT	2020-21 ACTUAL (AUDITED)	2021-22 ADJUSTED BUDGET	2021-22 12 MONTH ESTIMATED	2022-23 CITY COUNCIL ADOPTED	2023-24 CITY COUNCIL ADOPTED
SERVICES (CONT.)					
6901 Printing and Binding	12,310	5,000	5,000	5,000	5,000
6902 Advertising	1,244	5,000	5,000	5,000	5,000
6903 Janitorial Services	10,360	53,700	53,700	53,700	53,700
6905 Clothing and Linen Rent	17,177	38,000	38,000	38,000	38,000
6906 Office Equip & Furn Rent	3,787	3,300	3,300	3,300	3,300
6908 Other Rentals	44,196	62,701	62,701	62,700	62,700
6909 Subscriptions & Memberships	8,186	15,500	15,500	20,150	20,350
6911 Bad Debt Expense	4,038	-	-	-	-
6914 Depreciation Expense	1,854,713	-	-	-	-
TOTAL SERVICES	6,222,360	6,236,884	5,610,544	5,615,196	5,905,659
SUPPLIES					
7001 Books & Supplies	453	1,500	1,500	1,350	1,350
7002 Office Supplies	13,821	17,500	23,926	17,500	17,500
7003 Awards/Recognition Prgm	-	2,600	2,600	2,600	2,600
7004 Uniform/Safety Clothing	23,086	36,000	36,000	43,000	45,000
7101 Office Equipment & Furniture	5,028	331	1,283	2,000	2,000
7102 Small Tools & Equipment	47,824	52,880	48,000	51,500	51,500
7204 Building/Grounds Maintenance	8,141	29,000	29,000	75,000	76,000
7205 Machinery & Equip. Maint.	86,071	195,900	195,900	207,700	208,500
7208 Repair/Maintenance Supplies	615,896	1,068,300	1,068,300	1,113,000	1,113,000
7209 Janitorial Supplies	5,952	10,000	7,000	7,000	8,000
7211 Computer Components	7,375	11,560	11,560	11,000	15,700
7213 Motor Vehicle Supplies	-	10,000	10,000	10,000	10,000
7803 Chemical & Lab Supplies	538,276	708,162	708,162	962,800	1,054,400
7804 Medical Supplies	-	500	-	500	500
7807 Food	-	3,000	3,000	3,800	3,800
7810 Special Departmental Supplies	72,648	171,639	150,000	77,500	82,500
TOTAL SUPPLIES	1,424,571	2,318,872	2,296,231	2,586,250	2,692,350
FIXED ASSETS					
8502 Building Acquisitions	-	405,587	405,587	-	-
8703 Computer Equipment	-	10,000	5,000	8,000	8,000
8704 Motor Vehicles	549,578	219,464	27,000	20,000	-
8705 Laboratory Equipment	29,749	100,815	72,824	50,000	55,000
8706 All Other Equipment	35,424	30,000	30,000	-	40,000
8801 Capital Lease	-	577,709	577,709	827,709	577,709
TOTAL FIXED ASSETS	614,751	1,343,575	1,118,120	905,709	680,709
DIVISION TOTAL	12,211,735	14,127,254	13,027,606	13,583,386	13,938,923

DEPARTMENT/DIVISION
WASTEWATER-PROJECTS AND GRANTS

FUND
WASTEWATER PROJECTS FUND

ORGKEY
521910

<u>OBJECT</u>	<u>2020-21 ACTUAL (AUDITED)</u>	<u>2021-22 ADJUSTED BUDGET</u>	<u>2021-22 12 MONTH ESTIMATED</u>	<u>2022-23 CITY COUNCIL ADOPTED</u>	<u>2023-24 CITY COUNCIL ADOPTED</u>
SERVICES					
6106 Other Professional Services	190,613	1,441,691	1,391,691	800,000	250,000
6710 Special Contractual Services	-	225,000	-	70,000	-
TOTAL SERVICES	190,613	1,666,691	1,391,691	870,000	250,000
SUPPLIES					
7901 Non-Capital Expenditures	247,909	24,801	24,801	-	-
TOTAL SUPPLIES	247,909	24,801	24,801	-	-
FIXED ASSETS					
8301 Construction in Progress	5,083,433	-	-	-	-
8401 Wastewater Infrastructure	2,541,147	10,405,737	10,244,612	3,000,000	3,000,000
8501 Other Betterments/Improv	2,200	67,448	-	70,000	-
TOTAL FIXED ASSETS	7,626,780	10,473,185	10,244,612	3,070,000	3,000,000
 DIVISION TOTAL	 8,065,302	 12,164,677	 11,661,104	 3,940,000	 3,250,000

DEPARTMENT/DIVISION
WASTEWATER DEBT SERVICE

FUND
WASTEWATER DEBT SERVICE FUND

ORGKEY
521930

<u>OBJECT</u>	<u>2020-21 ACTUAL (AUDITED)</u>	<u>2021-22 ADJUSTED BUDGET</u>	<u>2021-22 12 MONTH ESTIMATED</u>	<u>2022-23 CITY COUNCIL ADOPTED</u>	<u>2023-24 CITY COUNCIL ADOPTED</u>
SERVICES					
6004 Bank/Collection Agent Fees	42,398	34,332	34,332	26,064	17,590
TOTAL SERVICES	42,398	34,332	34,332	26,064	17,590
DEBT SERVICE					
9001 Principal	-	330,707	330,707	338,975	347,449
TOTAL DEBT SERVICE	-	330,707	330,707	338,975	347,449
 DIVISION TOTAL	 42,398	 365,039	 365,039	 365,039	 365,039
 FUND TOTAL	 20,319,435	 26,656,970	 25,053,749	 17,888,425	 17,553,962

DEPARTMENT/DIVISION
WASTEWATER CAPITAL IMPROVEMENT

FUND
WASTEWATER CAPITAL IMPROVEMENT FUND

ORGKEY
529920

<u>OBJECT</u>	<u>2020-21 ACTUAL (AUDITED)</u>	<u>2021-22 ADJUSTED BUDGET</u>	<u>2021-22 12 MONTH ESTIMATED</u>	<u>2022-23 CITY COUNCIL ADOPTED</u>	<u>2023-24 CITY COUNCIL ADOPTED</u>
FIXED ASSETS					
8401 Wastewater Infrastructure	-	109,172	188,562	-	-
TOTAL FIXED ASSETS	-	109,172	188,562	-	-
FUND TOTAL	-	109,172	188,562	-	-

**Municipal Utilities and Engineering Department
Non-Potable Water Division**

Program Description:

The non-potable water utility produces and distributes water to an increasing number of customers to preserve precious water resources. The City encourages the use of non-potable water and requires that new developments install non-potable water facilities where non-potable water is or will become available. The City operates seven non-potable water systems, one of which is supplemented with a blend of recycled water, including twelve (12) non-potable groundwater production wells. MUED currently serves approximately 130 non-potable customers and operates and maintains fifteen (15) non-potable fire hydrants, and approximately 38 miles of non-potable pipelines.

Program Objectives:

- Provide non-potable water that meets or exceeds customer needs and all water quality requirements;
- Deliver non-potable water in a fiscally responsible manner;
- Expand non-potable system infrastructure as necessary to meet increasing demands;
- Increase public water conservation awareness.

Accomplishments in Fiscal Year 2021-22:

- Rehabilitated two (2) Non-Potable Groundwater wells;
- Completed Non-Potable Water System Master Plan.

**DEPARTMENT/DIVISION
NONPOTABLE WATER**

FUND
NONPOTABLE WATER FUND

ORGKEY
531900

OBJECT	2020-21 ACTUAL (AUDITED)	2021-22 ADJUSTED BUDGET	2021-22 12 MONTH ESTIMATED	2022-23 CITY COUNCIL ADOPTED	2023-24 CITY COUNCIL ADOPTED
SALARIES AND BENEFITS					
5001 Salaries: Full-Time	59,438	64,004	59,854	61,995	62,776
5101 Overtime Salaries	3,980	4,222	2,290	4,500	4,500
5201 Stand By	271	-	339	1,000	1,000
5202 Holiday Pay	1,149	-	311	-	-
5203 Bonus	97	-	-	-	-
5204 Accrual Payout	2,221	-	23	-	-
5301 Banked Leave Buy Back	1,188	2,581	1,303	2,642	2,728
5401 Pension Contributions	17,501	18,720	14,961	17,274	17,917
5501 FICA/Medicare	5,121	4,893	4,639	4,414	4,471
5601 Deferred Compensation	641	593	674	559	569
5701 Health/Dental Insurance	6,514	5,156	6,776	4,221	4,432
5702 Workers Compensation	1,052	-	-	-	-
5703 Disability Insurance	403	339	343	322	324
5704 Unemployment Insurance	55	247	226	217	217
5705 Life Insurance	34	36	34	32	32
5802 Eyecare Reimbursement	-	128	128	113	113
5803 Clothing Allowance	8	105	105	90	90
5804 Uniform Rental	44	-	44	38	38
5901 Compensated Absences Expense	(1,384)	-	-	-	-
5903 Other Taxable Benefits	59	1,171	1,171	1,139	1,149
TOTAL SALARIES AND BENEFITS	98,392	102,195	93,221	98,556	100,356
SERVICES					
6106 Other Professional Services	205,411	64,000	10,000	20,000	20,000
6308 Elec Service-Facility Ops	17,551	18,267	18,267	19,200	20,200
6401 Meeting & Prof Development	14	-	-	1,000	1,000
6710 Special Contractual Services	1,200	-	-	140,000	140,000
6803 City Garage Charges	-	14,171	14,171	175	205
6804 General Govt Service Charge	7,317	7,486	7,486	8,129	8,535
6908 Other Rentals	-	5,000	5,000	5,000	6,000
6914 Depreciation Expense	2,170	-	-	-	-
TOTAL SERVICES	233,663	108,924	54,924	193,504	195,940
SUPPLIES					
7208 Repair/Maintenance Supplies	-	200,000	200,000	50,000	50,000
7802 Purchased Water	-	50,000	50,000	23,000	25,000
7901 Non-Capital Expenditures	91,100	-	-	-	-
TOTAL SUPPLIES	91,100	250,000	250,000	73,000	75,000
DIVISION TOTAL	423,155	461,119	398,145	365,060	371,296

DEPARTMENT/DIVISION
NONPOTABLE WATER-PROJECTS AND GRANTS

FUND
NONPOTABLE WATER PROJECTS FUND

ORGKEY
531910

OBJECT	2020-21 ACTUAL (AUDITED)	2021-22 ADJUSTED BUDGET	2021-22 12 MONTH ESTIMATED	2022-23 CITY COUNCIL ADOPTED	2023-24 CITY COUNCIL ADOPTED
SERVICES					
6106 Other Professional Services	194,094	1,186,920	1,741,759	150,000	150,000
TOTAL SERVICES	194,094	1,186,920	1,741,759	150,000	150,000
SUPPLIES					
7808 Water Meters & Fittings	-	92,913	92,913	-	-
7901 Non-Capital Expenditures	59,839	44,542	114,292	44,542	44,542
TOTAL SUPPLIES	59,839	137,455	207,205	44,542	44,542
FIXED ASSETS					
8402 Water Infrastructure	210,988	572,197	533,652	417,000	136,000
8706 All Other Equipment	13,018	-	-	-	-
TOTAL FIXED ASSETS	224,006	572,197	533,652	417,000	136,000
 DIVISION TOTAL	 477,939	 1,896,572	 2,482,616	 611,542	 330,542
 FUND TOTAL	 901,094	 2,357,691	 2,880,761	 976,602	 701,838

DEPARTMENT/DIVISION
NONPOTABLE CAPITAL IMPROVEMENT

FUND
NONPOTABLE CAPITAL IMPROVEMENT FUND

ORGKEY
532920

<u>OBJECT</u>	2020-21 ACTUAL (AUDITED)	2021-22 ADJUSTED BUDGET	2021-22 12 MONTH ESTIMATED	2022-23 CITY COUNCIL ADOPTED	2023-24 CITY COUNCIL ADOPTED
FIXED ASSETS					
8402 Water Infrastructure	-	734,829	734,839	-	-
TOTAL FIXED ASSETS	-	734,829	734,839	-	-
FUND TOTAL	-	734,829	734,839	-	-