

# City of Temecula



## Proposed Annual Operating Budget

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Fiscal Year 2019-2020



# ANNUAL OPERATING BUDGET

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**Fiscal Year 2019-20**

**City of Temecula**



## **City Council**

Mike Naggar, Mayor  
James Stewart, Mayor Pro Tem  
Maryann Edwards, Council Member  
Matt Rahn, Council Member  
Zak Schwank, Council Member

## **City Management**

Aaron Adams, City Manager  
Greg Butler, Assistant City Manager

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Mayor Naggar states, “It took 30 years of dedication, hard work and a lot of love from our community, engaged citizens, families and businesses to build our City, so this year we are shining a spotlight on what, exactly, we all LOVE about our beautiful City.”

There are infinite reasons to LOVE Temecula. Its picturesque vineyards, award-winning wineries, themed City parks, championship golf courses, charming Old Town, rolling hills, morning mist, afternoon ocean breezes, the shopping experience at Promenade Temecula, world-class entertainment at Pechanga Resort & Casino, diverse restaurant choices, family-friendly citywide events, quaint neighborhoods, friendly neighbors, equestrian trails, fun parades, community theater, museums, top rated schools, maximum public safety, the people, inclusiveness, cultured tourists, generous business community, scenic mountainous backdrop, proximity to the ocean, hiking, biking, the weather and endless hometown LOVE.

“I love it all in Temecula, but what melts my heart is our uniquely close-knit inclusive community of individuals and families with special needs; and I am so very proud to be their advocate,” adds Mayor Naggar. The City of Temecula will be emphasizing the special talents that these individuals and emerging adults can bring to the workforce throughout the year, including a special needs workforce luncheon scheduled for the Spring. “Their special abilities far exceed their special needs, and it’s exciting to see our business community recognize this as well. That’s what I LOVE most about Temecula,” Naggar adds.

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May 16, 2019

The Honorable Mayor and Members of the City Council:

I am pleased to submit the Proposed Annual Operating Budget for the Fiscal Year 2019-20. This budget document was developed to serve as the financial plan for the City's programs and policies. It reflects the resources necessary to meet the goals, programs, and service priorities that the City Council is committed to providing its citizens.

The Fiscal Year 2019-20 Proposed Annual Operating Budget has been developed after a considerable review process. Departmental budget submittals were prepared and reviewed by line item in connection with projected revenues. Detailed performance objectives and accountability measures were developed consistent with the City's Quality of Life Master Plan. Five-year revenue and expenditure projections were developed to identify the future impacts of proposed staffing and program changes, as well as the impact of proposed capital improvement projects. The resulting budget is realistic and balanced, and continues to provide quality services to the community while effectively utilizing available resources.

#### CITY OF TEMECULA PROFILE

The City of Temecula is a dynamic community comprised of approximately 113,826 citizens. The City maintains 41 parks on 330 developed acres throughout the community, which provide recreation opportunities for both the citizens of Temecula, as well as surrounding communities. Police and Fire protection services are provided through contracts with Riverside County. The Temecula Valley Unified School District provides 32 schools with 27,991 students at the kindergarten through 12th grade levels within the City. The City of Temecula prides itself on its community focus and quality of life.

Temecula's residents enjoy one of the finest lifestyles Southern California has to offer. Environmental and residential factors create a beautiful setting that attracts young, well-educated families to upscale homes that are relatively inexpensive by Southern California standards. Geography contributes to the City's population and retail growth from San Diego and Orange Counties.



Temecula's leadership has approached economic growth from a qualitative standpoint, providing the City with a favorable share of the region's higher paying and high technology career opportunities. The City's average income levels are higher than the surrounding region, the educational performance of its young people is above the State average, and Temecula has been recognized as one of Nation's safest cities.

## ECONOMIC INDICATORS

The City of Temecula has experienced solid economic growth over the past year, as illustrated by the indicators discussed below.

- Estimated Population: 113,826, up 0.5% from 2018 (Source: State Department of Finance)
- Median Age: 35.3 years old, up .2 from 2018 (Source: Claritas360 Report – 12-19-18)
- Number of Households: 36,001, up 1.5% from 2018 (Source: Claritas360 Report – 12-19-18)
- Average Household Income: \$116,464, up 6.2% from 2018 (Source: Claritas360 Report – 12-19-18)
- March Median Home Price: \$475,000, down 3% from March 2018 (Source: Southwest Riverside County Association of Realtors)
- Number of Jobs: 55,700, up 1.0% from 2018 (Source: EDD)
- March Unemployment Rate: Temecula: 3.6% (no change from March 2018), Riverside County: 4.7%, CA: 4.6%, Nation: 3.8% (Source: EDD & BLS)

Steady expansion of the City's economic base has led to growth in City revenues, which allows the City to continue to provide the high level of services citizens enjoy, as noted in a recent Citizen Opinion Survey stating that 93% of Temecula residents indicated they were satisfied with the City's municipal services.

## IMPACTS OF STATE/COUNTY LEGISLATION

A number of legislative changes are being considered, which could have profound fiscal impacts on the City, including:

- **Sheriff's Contract Rate Modification:** The City was recently notified by the County Executive Office of a recommended change in the calculation methodology of the Riverside County Sheriff's contract rate. The Board of Supervisors is considering the inclusion of several public safety services not currently included in the contract rate, including: aviation services, patrol captains, crime analysts, portions of dispatch, etc. The increase to the City's Police budget would be \$2.3 million if this change is implemented. The County Board of Supervisors is expected to consider this proposal later this year.
- **Assembly Bill 213 – Annexation Financing:** If passed, this bill will restore funding to 140 cities, including Temecula, that lost Vehicle License Fee revenue related to the annexation of inhabited territory, as a result of the passage of Senate Bill 89 in 2011. The City of Temecula could potentially recoup the \$428,745 in lost Vehicle License Fee revenue.
- **Proposition 64: Control, Regulate and Tax Adult Use of Marijuana Act (AUMA)** In November 2016, California voters approved Proposition 64 by a margin of 56% to 44% to legalize recreational use of cannabis for persons 21 years of age and over. Under Proposition 64, local governments have the ability to regulate, license or prohibit commercial cannabis. The City of Temecula currently prohibits all commercial cannabis and has joined the County of Riverside's Cannabis Regulatory Task Force. Code Enforcement, Police, and the City Attorney's Office coordinate to shut down any marijuana retailers operating within the City.

➤ **2017 State of California Housing Package**

In 2017, the State adopted a comprehensive housing package of 15 bills designed to increase the supply of housing in California, including the number of affordable homes. Currently there are approximately 200 housing related bills going through the legislative process. Generally, the bills stated aim is to address the state's housing shortfall by directly financing affordable housing production; facilitate private-market housing production by streamlining local review processes; increasing local accountability for accommodating a fair share of new housing development; harnessing private funding to pay for affordable housing; and preserving the affordability of existing subsidized housing.

While the City is eligible for some of the direct sources of funding to facilitate the production of housing, including funding from SB 2, the Building Jobs and Homes Act. Community Development, it is anticipated that the City will be subject to a number of unfunded mandates as a result of the passage of any number of the current proposed housing related bills.

➤ **State Water Resources Control Board 13383 Order**

On April 7, 2015, the State Water Resources Control Board (State Water Board) adopted statewide Trash Provisions to address the pervasive impacts trash has on the beneficial uses of surface waters. The Trash Provisions establish a statewide water quality objective for trash and a prohibition of trash discharge, or deposition where it may be discharged, to surface waters of the State. As a result of this Order, the City must install, operate and maintain full capture systems for the storm drain network that capture runoff. It is estimated that a total of 500 catch basin inlet filters will be installed over a 10-year period, beginning in 2019.

## 2019-20 GOALS AND OBJECTIVES

The City Council adopted the Temecula 2030 Quality of Life Master Plan (QLMP) in October 2011. The QLMP defines the strategic priorities of Temecula's residents, leaders, and partners for the City's next twenty years. It reflects the vision for the City's future, and commits the City to a performance based process to accomplish those goals. This plan was developed by engaging residents, businesses, local institutions and regional partners in an inclusive process.

The QLMP outlines six Core Values:

• Healthy and Livable City	• A Sustainable City
• Economic Prosperity	• Transportation Mobility and Connectivity
• A Safe and Prepared Community	• Accountable and Responsive City Government

In an effort to incorporate the QLMP into the City's budget process, City of Temecula Executive Staff met at the outset of the budget process to update the Citywide Five-Year Goals based on the Core Values of the Quality of Life Master Plan. These goals were then used by each Department to develop Short Term Objectives for completion in the upcoming fiscal year, and are reflected in the Department Information section of the budget document.

## OBJECTIVES AND PERFORMANCE MEASURES

The budget document includes the short term operational objectives for completion in Fiscal Year 2019-20 and the performance measures for evaluating the completion of those objectives. These objectives were developed in a collaborative process with City staff in order to identify how each department can contribute to the overall long term goals of the City. The objectives were then used by the departments in order to identify and justify their Annual Operating Budget submittals.

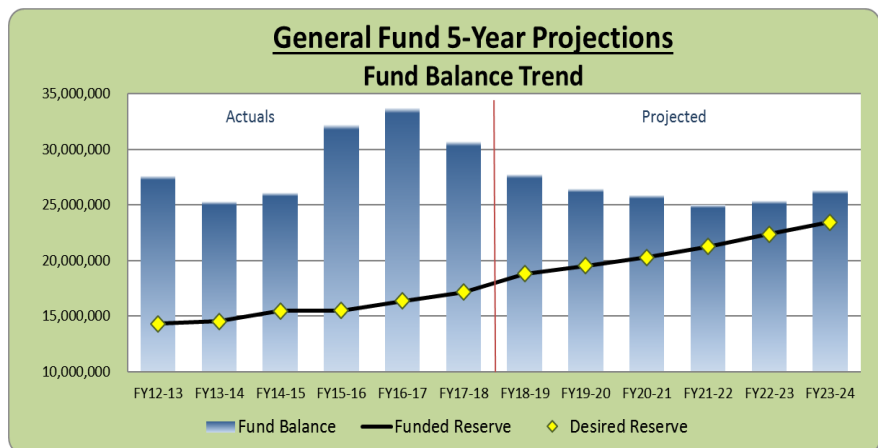
The short term objectives are detailed by Department in the Departmental Information section of this budget document. Each Department section also includes the objectives and performance measures cross referenced by the City's Long-Term Goals and QLMP Core Value, along with significant accomplishments, and a detail of the expenditure requests and personnel allocations which will be used to meet the objectives.

## LONG-RANGE FINANCIAL FORECAST

With the recent passage of Measure S in November 2016 (one-cent Transactions and Use Tax) combined with ongoing fiscal restraint, the City is in a strong fiscal position over the coming five-year period, with all funds balanced, reserves fully-funded and available fund balance in both the General Fund and the Measure S Fund.

As illustrated below, the General Fund Ending Balance over the ensuing five-year period is sufficient to meet the operational needs of the City as well as fully fund the Reserve for Economic Uncertainty (20% of Operating Expenditures) and the Secondary Reserve (5% of Operating Expenditures). In addition, a total of \$8 million was deposited into an Internal Revenue Code Section 115 Irrevocable Pension Trust in Fiscal Year 2017-18, in order to address future pension liabilities of the City. This Trust will serve as a tertiary reserve, in addition to the aforementioned General Fund Reserves.

Total Reserves, including the Trust proceeds totals \$29.0 million for Fiscal Year 2019-20.



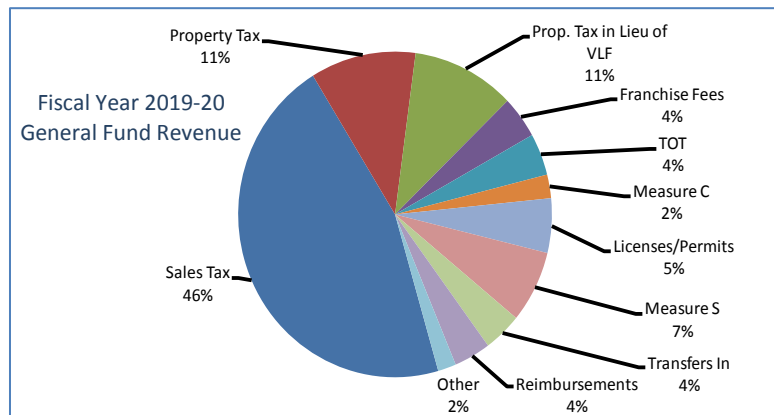
## GENERAL FUND ANALYSIS

Fiscal Year 2019-20 Ending Fund Balance is projected to be \$26,476,568. Total Reserves, at 25% of Expenditures, totals \$19,537,138, with another \$460,305 assigned to cover the costs future Capital Projects and the Pechanga-funded police officer for Fiscal Year 2020-21, leaving an Unassigned (available) Fund Balance of \$6,479,125.

### **General Fund Revenue Highlights**

General Fund Revenue is projected to increase by 0.8% over the prior year with a total of \$80,127,628, of which \$5,735,418 was transferred in from the Measure S Fund to primarily cover the costs associated with additional Public Safety personnel. The change in the major revenue sources are noted below:

- **Sales Tax (\$37,981,346)** is projected to increase by 0.4% compared to the prior fiscal year due to anticipated leveling in both the Business/Industry and Autos/ Transportation sectors of the local economy.
- **Property Tax (\$8,706,389)** is projected to increase 4.1%, as assessed valuations continue to climb and property values are restored to pre-recessionary levels.
- **Franchise Fees (\$3,351,304)** are projected to increase 0.4% due to slight increases in electricity rates.
- **Transient Occupancy Tax (\$3,338,860)** is projected to increase by 3%, due to the opening of two new hotels during the prior year, combined with increased mid-week occupancies expected as a result of the recent expansion of the Pechanga Resort and Casino's convention center.
- **Licenses, Permits & Service Charges (\$4,335,071)** are projected to decrease by 18.2% due to less Development activity projected compared to the prior year, as the Roripaugh Ranch development created increased permit activity in FY2018-19.
- **Intergovernmental Revenues (\$8,503,309)** are projected to increase by 4.1% due to the increases expected in Property Tax In Lieu of Vehicle License Fees which is driven by increasing property values within the City.
- **Operating Transfers In (\$3,151,887)** represents funds deposited into Special Revenue Funds that are transferred into the General Fund to cover eligible expenditures. The Gas Tax Fund is anticipated to transfer \$2,956,887 to be spent on street and road maintenance. The Supplemental Law Enforcement Services Fund is anticipated to transfer \$195,000 to supplement the Police Department budget.
- **Operating Transfers In - Measure S (\$5,735,418)** will continue to fund 11 new Police Officers and staffing for Fire Station No. 95.



### **General Fund Expenditure Highlights**

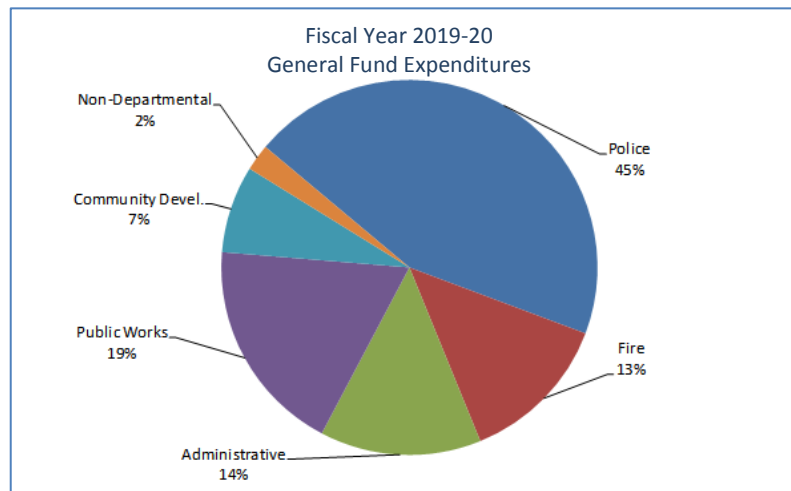
The largest expenditure of the General Fund is Public Safety, which has grown from 56% of total expenditures in the prior fiscal year, to 58% in Fiscal Year 2019-20. In accordance with the Measure S ballot language and City Council appropriation guidelines, the City has invested heavily in Public Safety over the past two years and continues to hold Public Safety as its highest priority. A total of \$5.8 million, or 19%, of Measure S revenue is dedicated to Public Safety expenditures for FY2019-20 including the funding of the following:

- Eleven Sworn Police Officers (\$3.7 million)
- Fire Station No. 95 Staffing (\$1.7 million)
- The funding for the future replacement Fire Ladder Truck and fire safety vehicles (\$170,390)
- The operations and maintenance of the Citywide Surveillance Camera system (\$160,000)

In addition to the ongoing Measure S-funded Public Safety expenditures, the Police Department will maintain 112 sworn officers and the Fire Department will provide four firefighter personnel per engine at all five Fire Stations.

General Fund Operating Expenditures totals \$78,148,553, which represents a 3.8% increase over the prior fiscal year. The majority of the increase is reflected in the two Public Safety departments, as noted below:

- **Police (\$34,860,437)** is increasing by 5.6% over the prior year, due to a projected 5% increase in the contract rates charged by the County to account for increased CalPERS pension costs and potential labor increases resulting from ongoing union negotiations.
- **Fire (\$10,260,935)** is increasing by 7.2% due to the anticipated increase in the contract rates charged by CalFire and Riverside County. The Total Fire Contract of \$18 million is offset by the Structural Fire Tax Credit of \$8.7 million.
- **Non-Safety Departments (\$33,027,181)** is increasing by 1.0% primarily due to the addition of 1.75 Full-Time Equivalent authorized positions in the Public Works Department and the City Manager's Office. Additionally, in accordance with the City's labor agreements, a 3% cost of living adjustment (COLA) is included for all employees, effective July 1, 2019.
- **Non-Departmental (\$1,783,013)** reflects a 6.6% decrease due to the slight decrease in the deposit into the Retiree Medical Contribution. The deposit exceeds the required amount in order to increase the City's funded-status of this trust fund and reduce future years' required contributions.



### Operating Transfers Out & One-Time Payments

This category of expenditures reflects funds that are transferred to other funds, such as the CIP and Debt Service Funds. A total of \$642,077 is being transferred to fund two Capital Projects: \$200,000 for the I-15 Congestion Relief project, to leverage funds received from CalTrans in order to help mitigate traffic on I-15 Freeway; and \$442,077 is being transferred to fund a new sidewalk on DLR Drive. A total of

\$2,075,512 will be transferred to the Debt Service Fund for the annual Civic Center Lease payment, and \$555,807 for the Debt Service on the Margarita Recreation Center renovation.

### **Fund Balance & Reserves**

As noted above, the Ending Fund Balance, as of June 30, 2020 is projected to be \$26,476,568, with the Reserve for Economic Uncertainty fully funded at \$15,629,711, which represents 20% of General Fund Expenditures. Additionally, the Secondary Reserve, set at 5% of General Fund Expenditures, is fully-funded at \$3,907,428. After Fund Balance assignments for future year expenditures, the remaining available fund balance totals \$6,479,125.

### **MEASURE S FUND**

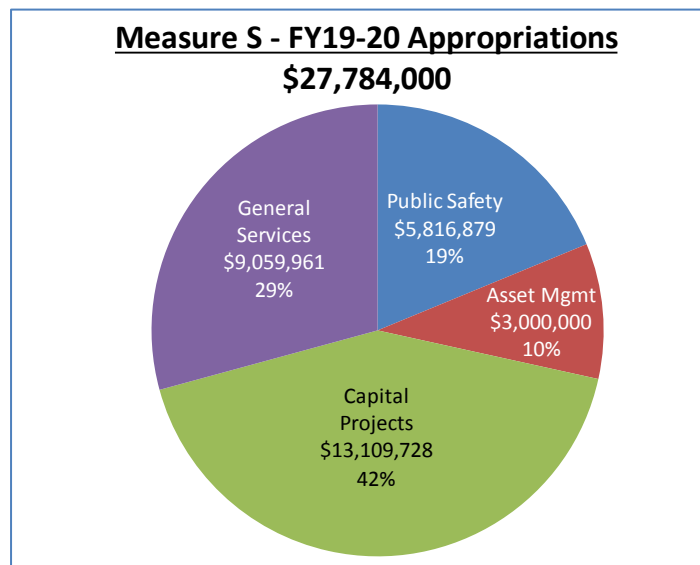
With the approval of a one-cent transactions and use tax measure in November 2016, a new fund was established to account for this new revenue source and enhance budgetary accountability of Measure S expenditures. Fiscal Year 2019-20 Measure S revenue is conservatively projected to increase 2% over the prior year, to a total of \$27,784,000.

In accordance with the Council's approved spending guidelines, Measure S revenue is to be appropriated in the following order:

1. Public Safety
2. Asset Management
3. Capital Improvement Projects
4. General Services

### **Public Safety (19%)**

The Proposed Budget includes \$5,816,879 of Measure S funding dedicated to Public Safety, for the continued funding of 11 Sworn Police Officers and Fire staffing for Fire Station No. 95 which opened January 1, 2018. Additionally, Measure S will fund the future replacement of public safety vehicles and the operating costs of the Citywide Surveillance Camera system.



### **Asset Management/Investment (10%)**

As noted in Council's appropriation guidelines for Measure S, ensuring adequate reserves are set-aside for the future replacement of City-owned assets is critical to the long-term viability of the City's operations. As such, the Proposed Budget includes contributions towards several Replacement Reserve Funds, including:



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- Vehicle Replacement Reserve - \$500,000
- Technology Replacement Reserve - \$500,000
- Facilities Replacement Reserve - \$500,000
- Street Maintenance Reserve - \$1,500,000

As the City finalizes the Replacement Schedule for each category of assets noted above, the benefitting departments will also deposit funds into the reserve accounts to create adequate funding levels to purchase replacement assets in future Operating Budgets.

**Capital Improvement Program (42%)**

The Proposed Budget includes \$13,109,728 of Measure S revenue allocated to fund 54 separate CIP projects. The influx on Measure S funding has allowed the City to leverage other funding sources, such as Development Impact Fees and various Grant funds, to complete projects in a more timely manner.

Major Projects for FY2019-20 include:

- Bike Lane and Trail Program at Temecula Creek South Side Trail - \$571,000 to augment Development Impact Fee funds and AB2766 funds to install new gates, pave and stripe an existing maintenance road for a Class 1 Trail that parallels Temecula Creek.
- Citywide Drainage Master Plan - \$720,000 to fund a new project to develop a study of the City's drainage courses and provide a higher level of flood protection.
- Citywide Financial System Upgrade - \$613,184 to augment Technology Replacement funds necessary to upgrade the City's nearly 20-year old Financial System.
- Citywide Streetlight Acquisition and LED Conversion - \$800,000 to add funding allocated in the prior year for the purchase of the Southern California Edison owned streetlights within the City limits and retrofit to a more efficient Light Emitting Diode (LED) lighting system.
- Citywide Surveillance Cameras - \$720,347 to augment Development Impact Fees and funding allocated in the prior year to fund a new Surveillance Camera network covering City-owned facilities and traffic signals.
- Community Recreation Center (CRC) Renovation - \$500,000 to provide initial funding for the design of a rehabilitation, improvement and reconfiguration of the CRC facility.
- Eagle Soar Splash Pad Control System Renovation - \$300,000 to provide funding for the updating of the splash pad control system to meet current Health & Safety requirements.
- French Valley Parkway/I-15 Over-Crossing and Interchange Improvements-Phase II - \$1,971,845 – to provide funding for the right-of-way acquisition associated with this highly anticipated project.
- Margarita Recreation Center - \$720,000 to augment funding allocated in the prior year to fully-fund the construction of a new recreation center in Margarita Community Park.
- Park Restroom Expansion, Renovations and ADA Improvements - \$780,000 to augment funding allocated in a prior year for the renovation and installation of new restroom facilities at various parks throughout the City.



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- Santa Gertrudis Creek Pedestrian/Bicycle Trail Extension and Interconnect - \$957,709 to augment grant funding allocated in a prior year for the design and construction of the extension of the existing trail from Ynez Road to the Murrieta Creek Multi-Purpose Trail.

**General Services (29%)**

The Temecula Community Services District (TCSD) has historically been funded with voter-approved Measure C funding and program-related revenue. Measure S funding is used to augment Measure C, in order to maintain the award-winning programs, activities and events TCSD provides to the citizenry.

- TCSD Operations contribution - \$7,989,182
- Library contribution - \$921,203
- Service Level B – Residential Streetlights - \$71,037
- Enhanced Custodial Services - \$78,539

The Ending Fund Balance within the Measure S Fund is projected to be \$1,670,169, which will carry-forward to the ensuing fiscal year.

**MAJOR SPECIAL REVENUE FUNDS**

Special Revenue Funds are used to account for activities paid for by taxes or other designated revenue sources that have specific limitations on use according to law. The City has eleven Special Revenue Funds. The major Special Revenue funds are highlighted below.

**Fund 100 - Gas Tax:** Gas Tax revenue is projected to be \$2,956,887, which reflects an increase of 23% due to higher volumes of gasoline sales over the prior year. These funds are transferred to the General Fund to support street and road maintenance.

**Fund 102 – Road Maintenance Rehabilitation Account (RMRA):** Per the Road Repair and Accountability Act of 2017 (SB1-Beall), increased gas tax and vehicle registration fees were imposed to fund street and road projects and other transportation uses Statewide. RMRA revenue is projected to be \$1,875,831 for FY2019-20, to be allocated to the Pavement Rehabilitation Capital Improvement Project.

**Fund 103 – Street Maintenance Fund:** This fund was established in FY2018-19 to accumulate resources for the future replacement of streets and roads throughout the City. Funding of \$1.5 million from Measure S is programmed for Fiscal Year 2019-20.

**Fund 120 – Development Impact Fees:** DIF revenue is projected to be \$6,204,021, which reflects an increase of 34%. DIF revenue varies from year-to-year as it is based on anticipated development projects. The majority of DIF Revenues are transferred to the CIP to fund capital projects.

**Fund 125 – Public, Education & Government (PEG):** PEG Fund revenues are received from local cable operators for the sole purpose of supporting the access facilities within the City. PEG Revenues are projected to be \$214,723, which will be spent on various technology equipment used to support the broadcast of City Council meetings and events.



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**Fund 140 – Community Development Block Grant (CDBG):** CDBG revenue is projected to be \$559,111, which reflects the reimbursement for operations and Capital projects expected to be completed during the fiscal year.

**Fund 170 – Measure A:** Measure A revenue is projected to be \$3,251,000, which reflects a 0.2% increase over the prior year. This revenue is restricted for use on local streets and roads, and is programmed to support street and road maintenance.

#### **INTERNAL SERVICE FUNDS**

Internal Service Funds are used to account for the funding of goods and services provided by one department to other benefitting departments on a cost-reimbursement basis. Additionally, the City maintains several Replacement Funds designed to accumulate resources for the future replacement of City equipment, technology and facilities.

**Fund 300 – Insurance:** Projected expenses total \$1,026,259, which covers the cost of administering the City's liability and property insurance programs. The projected Fund Balance is \$621,999, which exceeds the desired balance of \$450,000.

**Fund 305 – Workers' Compensation:** Projected expenses total \$255,779, which covers the cost of administering the City's self-insured Workers' Compensation program. The projected Fund Balance is \$1,759,398, which exceeds the desired balance of \$1.5 million.

**Fund 310 – Vehicles and Equipment:** Projected expenses total \$380,000 to replace several vehicles and heavy equipment that have reached the end of their useful life. The projected Fund Balance is \$3,783,659.

**Fund 320 – Information Technology:** Projected expenses total \$4,112,021, which provides for the management of the City's computer and telephone systems. The projected Fund Balance is \$488,092.

**Fund 325 – Technology Replacement:** Projected expenses total \$1,138,534 for the replacement of technology-related equipment that has surpassed its useful life, including an upgrade to the City's financial software system. The projected Fund Balance is \$1,635,145.

**Fund 330 – Support Services:** Projected expenses total \$413,551, which provides for the management of the City's central receptionist, printing and mail activities. The projected Fund Balance is \$4,170.

**Fund 335 – Support Services Replacement:** Projected expenses total \$50,000, which provides for the replacement of the City's duplicating machines. The projected Fund Balance is \$435,814.

**Fund 340 – Facilities:** Projected expenses total \$1,359,094, which provide for the operations and maintenance of the City's buildings and parking structure. The projected Fund Balance is \$508,564.

**Fund 350 – Facility Replacement:** Projected expenses total \$201,714, which provide for the replacement of equipment, systems and fixtures within City-owned facilities. The projected Fund Balance is \$388,335.

### SUCCESSOR AGENCY TO THE REDEVELOPMENT AGENCY (SARDA)

**Fund 380 – SARDA:** Projected expenses total \$7,530,321, which reflects an increase of \$10,649 in accordance with the debt service schedule on the outstanding Redevelopment Agency Tax Allocation Bonds.

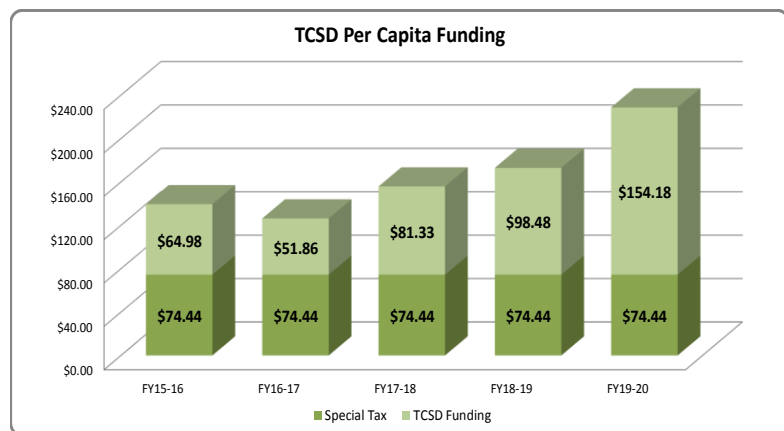
### TEMECULA COMMUNITY SERVICES DISTRICT (TCSD)

The Temecula Community Services District was established as an assessment district to provide a comprehensive neighborhood and community park system, as well as a complement of recreational and cultural programs and events.

Combined revenue for TCSD totals \$24,461,642, which reflects an increase of 11.3% due primarily to the contributions from the Measure S Fund to fill the funding gap in the TCSD Operations Fund, as well as an increase in Service Level D – Refuse/Recycling Fund, due to the “extra-ordinary” charge imposed by CR&R to compensate for market constraints on recycled products. Combined expenditures total \$24,807,774, which reflects an increase of 7.0% due to higher costs in the TCSD Operations Fund as a result of the 3% cost of living adjustment provided to all employees, the reclassification of three employees, and increased allocations from the Information Technology department due to a higher number of computer devices than in the prior year. Expenditures in Service Level D – Refuse/Recycling Fund also increase, due to the aforementioned “extra-ordinary” charge.

As noted in the adjacent chart, TCSD’s Special Tax (Measure C) funds approximately 33% of the District’s Parks and Recreation budget. The remaining 67% comes from Measure S and programmatic revenues.

Additionally, Measure S contributes to the funding of the Library Fund (\$921,203) and Service Level B – Residential Streetlight Fund (\$71,037).



### CAPITAL IMPROVEMENT PROGRAM (CIP)

The City’s five-year Capital Improvement Program (CIP) is presented to the City Council under separate cover. This program provides a five-year plan for capital improvements that is updated annually to ensure compliance with the program. The impact of capital projects on maintenance and operating costs were taken into consideration in the development of the operating budget. Circulation, infrastructure, parks, affordable housing, and other various projects are identified in the CIP budget.

Overall, the Proposed Fiscal Years 2020-24 CIP includes 68 separate projects with total cost to complete estimated at \$435,270,888, as outlined in the table below. Revenue from various identified sources for the Five-Year Capital Improvement Program is projected to be \$334,305,104. This amount includes a pending \$50 million INFRA grant to fund the French Valley Parkway Phase II project. Staff is aggressively

pursuing this vital funding source. The City of Temecula's CIP is a project planning and delivery document which includes several projects with unidentified funding sources in the third, fourth, and fifth years of the five-year program, totaling \$102,797,737. The City is continually exploring and applying for federal, state and regional funding opportunities to enable the delivery of these currently unfunded projects. The five-year CIP is updated annually and newly secured revenues are programmed toward prioritized projects that may be shown as unfunded at this time.

Type of Project	Number of Projects	Cost of Projects
Circulation	22	\$345,956,136
Infrastructure/ Other	34	61,363,635
Parks and Recreation	11	15,097,397
SARDA/ Housing	1	12,853,720
<b>TOTAL</b>	<b>68</b>	<b>\$435,270,888</b>

### 2019-20 AUTHORIZED STAFFING

Total authorized Full Time Equivalent (FTE) positions total 176.45 authorized positions, which reflects an increase of 4.75 positions compared to the prior year. Two of the authorized positions (Office Specialist and Community Services Manager) are associated with the Margarita Recreation Center and will remain unfunded until the facility has been rehabilitated.

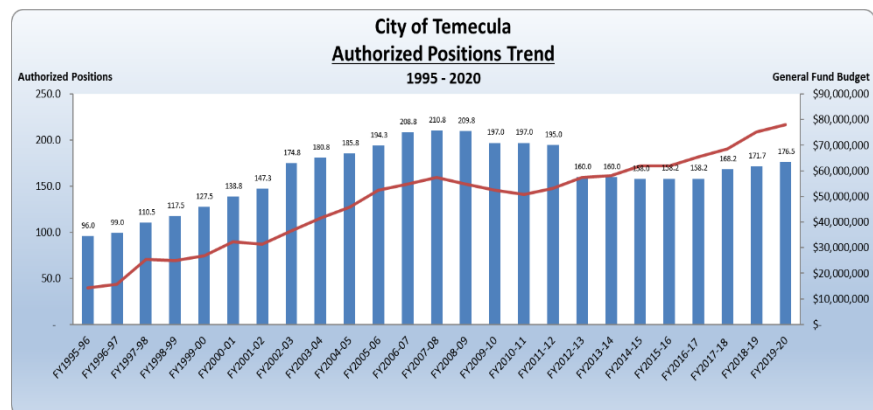
The following positions have been added to the list of Authorized Positions:

- Office Aide III (Part-time) – City Manager's Office
- Office Specialist II – Public Works-CIP Department
- IT Technician I (Media) – Information Technology Department
- Management Aide I – TCSD Human Services Department
- Park Ranger I – TCSD Park Rangers Department

Additionally, the FY2019-20 Operating Budget includes a 3% cost of living adjustment for all employees and the reclassification of 6 positions, per the provisions of the City's labor agreements.

Total Authorized Positions total 176.45, which remains below the peak in 2007-08 by 34.3 positions.

In addition to the Authorized Positions, the City employs a significant number of part-time, non-benefitted Project employees, primarily to assist with the multitude of programs offered by the Temecula Community Services District. For FY2019-20, an estimated 61.5 full-time equivalent (FTE) will be hired as seasonal and part-time support.





## City of Temecula Fiscal Year 2019-20 Annual Operating Budget

Public Safety personnel is supplied through contracts with Riverside County and CalFire. A total of 112 Sworn Police Officers and 17 Community Service Officers are included in the Police Budget, and a total of 71 Fire personnel are reflected in the Fire Department Budget for FY2019-20.

### 2019-20 BUDGET POLICIES

Two new Budget Policies are recommended to be added in FY2019-20, including the following:

- **XIII: Signature Delegation Policy** – to provide the City Manager the ability to delegate his signature authority for certain contracts and agreements to Executive Staff members and the Purchasing Manager, in order to expedite the procurement process. Additionally, this policy delegates negotiating authority for personal injury and property damage settlements to the Risk Manager, up to \$8,000.
- **XV: Emergency Appropriation Policy** – to authorize the City Manager to appropriate budgetary funds for the emergency purchase of goods and services to address and respond to emergencies.

### CONCLUSION

In conclusion, the City is in a strong fiscal position with the General Fund balanced and all reserves fully-funded not only in Fiscal Year 2019-20, but throughout the ensuing five-year period.

I would like to express my appreciation to the City Council for providing the direction and support crucial to achieving the City's goals. I would also like to recognize the contributions of the City staff for not only creating a successful operating budget, but also for their commitment to providing top quality services to all who live, work and play in Temecula. I would like to give special thanks to: Greg Butler, Assistant City Manager, Jennifer Hennessy, Director of Finance; Rudy Graciano, Fiscal Services Manager; Pascale Brown, Fiscal Services Manager; and Patricia Hawk, Budget Manager for their long hours and dedication to the City and this budget process.

Sincerely,

Aaron Adams  
City Manager

## DIRECTORY

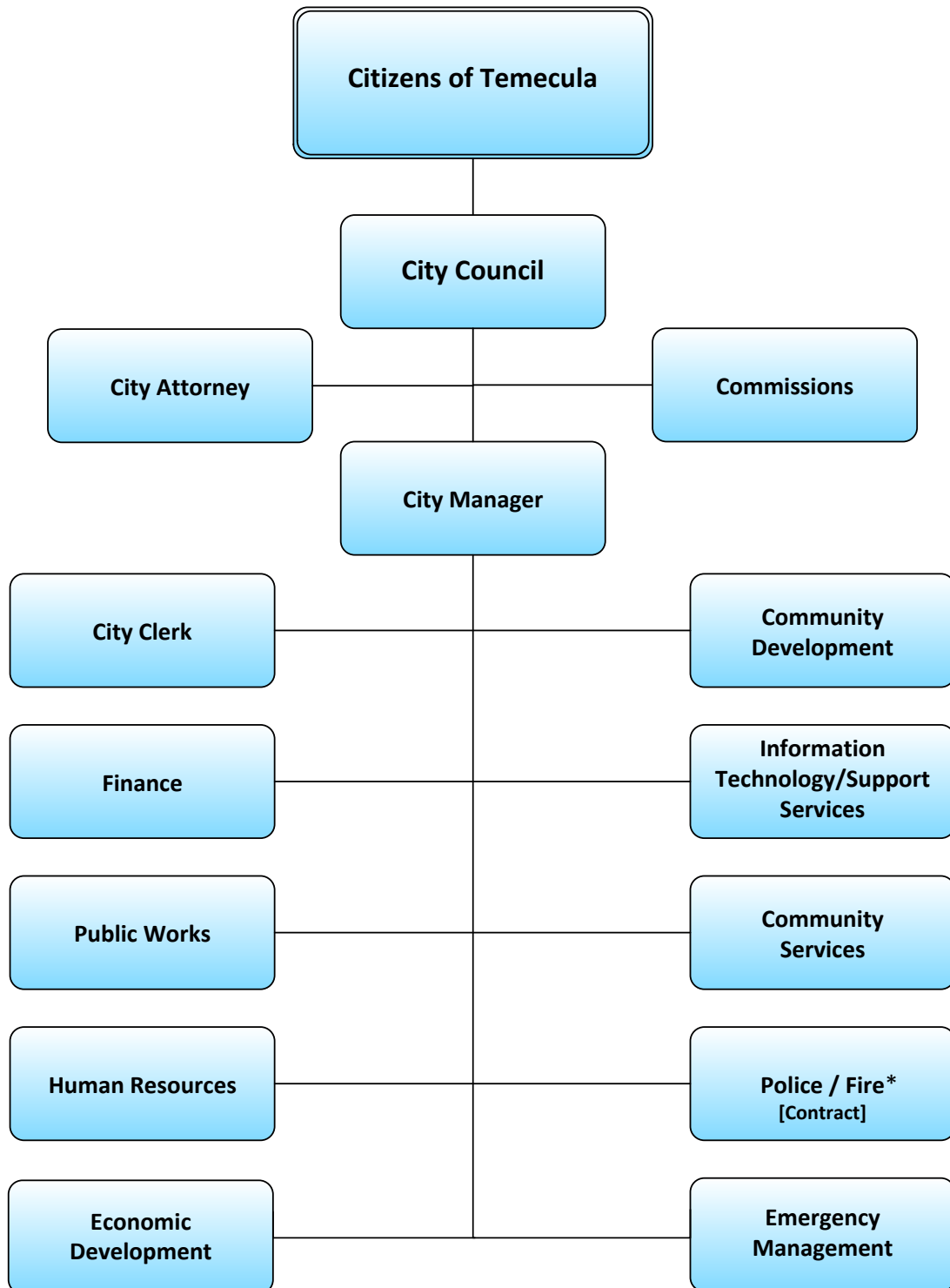
### EXECUTIVE MANAGEMENT:

City Manager .....	<i>Aaron Adams</i>
Assistant City Manager .....	<i>Greg Butler</i>
City Clerk .....	<i>Randi Johl</i>
City Attorney .....	<i>Peter M. Thorson</i>
Director of Finance .....	<i>Jennifer Hennessy</i>
Director of Community Development .....	<i>Luke Watson</i>
Director of Public Works/City Engineer .....	<i>Patrick Thomas</i>
Director of Community Services .....	<i>Kevin Hawkins</i>
Director of Information Systems .....	<i>Michael Heslin</i>
Human Resources Manager .....	<i>Isaac Garibay</i>
Chief of Police .....	<i>Lisa McConnell</i>
Fire Chief .....	<i>Jodie Gray</i>

### CITY OF TEMECULA BUDGET TEAM:

Director of Finance .....	<i>Jennifer Hennessy</i>
Fiscal Services Manager .....	<i>Rudy Graciano</i>
Fiscal Services Manager .....	<i>Pascale Brown</i>
Budget Manager .....	<i>Tricia Hawk</i>

## CITY ORGANIZATIONAL CHART



*\*Police and Fire services are contracted through Riverside County.*

## MISSION STATEMENT

The mission of the City of Temecula is to maintain a safe, secure, clean, healthy, and orderly community; to balance the utilization of open space, parks, trail facilities, quality jobs, public transportation, diverse housing, and adequate infrastructure; and to enhance and revitalize historic areas.

The City will encourage programs for all age groups, utilize its human resources, and preserve its natural resources while stimulating technology, promoting commerce, and utilizing sound fiscal policy.

It is the City Council's resolve that this mission will instill a sense of pride and accomplishment in its citizens and that the City will be known as a progressive, innovative, balanced, and environmentally sensitive community.

## VALUE STATEMENT

- T** **TEAMWORK** among all employees
- E** **ENHANCEMENT** of the work environment through open lines of communication
- M** **MUTUAL** respect of others
- E** **EDUCATION** of employees and citizens about the operations and accomplishments of the City
- C** **CUSTOMER** service is our most important product
- U** **UNLIMITED** potential for continued personal growth and organizational development
- L** **LEADERSHIP** in local government
- A** **ASSUMING** 100% responsibility for projects and assignments

## CITYWIDE LONG TERM GOALS

**CORE VALUES:** The Quality of Life Master Plan (QLMP) provides the framework for the City's Strategic Budgeting activities. The City Council has set priorities and guided staff in developing six (6) core values upon which to focus time and resources (as identified in the QLMP). These areas include:

1. Healthy and Livable City
2. Economic Prosperity
3. A Safe and Prepared Community
4. A Sustainable City
5. Transportation Mobility and Connectivity
6. Accountable and Responsive City Government

**CITYWIDE LONG TERM GOALS:** City of Temecula Executive Staff met during the budget process to develop Citywide Long Term Goals based on the Core Values. These goals serve as a five year roadmap for departments in developing their budgets and Short Term Objectives for the upcoming fiscal year.

1. Healthy and Livable City:
  - Promote high quality parks and recreation programs and cultural services
  - Provide signature special events and cultural opportunities
  - Attract high quality medical facilities
  - Provide housing for all income types in the community
  - Maintain a safe and family oriented environment
  - Foster an "educated community" through a wide variety of opportunities
  - Maintain the natural beauty of the community
2. Economic Prosperity:
  - Continue to pursue high quality employment opportunities for Temecula residents
  - Create a business friendly regulatory environment
  - Promote a jobs/housing balance
  - Improve delivery of technology services to attract businesses
  - Continue to promote the Temecula Valley as a destination
  - Fill gaps and diversify market sectors that increase sales tax revenue
  - Retention and expansion of existing businesses
3. A Safe and Prepared Community
  - Remain within the federal ranking of the top 25 safest cities
  - Encourage community participation in public safety and emergency preparedness
  - Promote high quality animal control services
  - Continue to aggressively mitigate graffiti and vandalism
  - Utilize social media to keep the community informed and involved
  - Proactively address traffic improvements
  - Minimize the impact to life, property, and the environment from natural hazards and emergency situations

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## CITYWIDE LONG TERM GOALS (continued)

4. A Sustainable City

- Continue to reduce solid waste diversion to landfills
- Promote and encourage mixed use infill developments along major transportation corridors
- Preserve and promote open space
- Encourage alternative transportation options
- Promote a “walkable” community
- Promote energy efficient operations and development
- Actively maintain and preserve city assets and infrastructure

5. Transportation Mobility and Connectivity

- Utilize effective traffic enforcement, traffic monitoring, and planning processes to ensure the safety of Temecula motorists
- Continue to maintain local roads and streets
- Connect the city through a series of trails and walkways
- Identify a location and develop a multi modal transit center
- Connect major commercial districts through circulation improvements

6. Accountable and Responsive City Government

- Provide transparency to the public for all government transactions
- Foster an organizational structure that aligns resources with demands
- Diversify the city’s revenue base to ensure stability in any economic climate
- Promote community involvement
- Maintain overall sound fiscal policies to ensure long term solvency
- Provide highly functional and sustainable city facilities and infrastructure

**SHORT TERM OBJECTIVES:** In order to ensure meaningful financial priorities, each department develops Short Term Objectives rooted in the Citywide Long Term Goals and the Core Values. Each Short Term Objective is a department’s incremental step toward achieving the overall Citywide Long Term Goals.

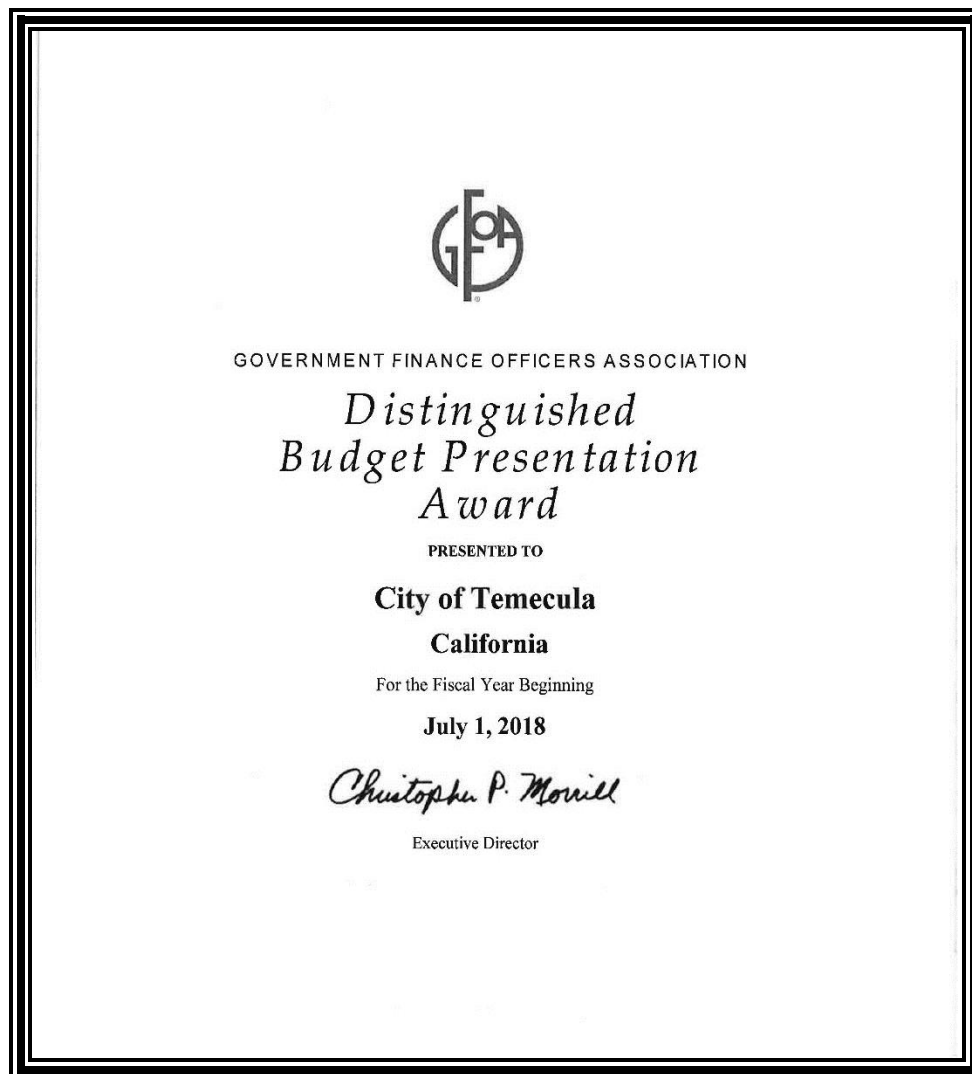
Within the Departmental Information Section of this budget, each Department provides their Short Term Objectives for the ensuing fiscal year.

## GOVERNMENT FINANCE OFFICERS ASSOCIATION AWARD

The Government Finance Officers Association of the United States and Canada (GFOA) presented an award of Distinguished Budget Presentation to the City of Temecula for its annual budget for the fiscal year beginning July 1, 2018.

In order to receive this award, a governmental unit must publish a budget document that meets programs criteria as policy document, operations guide, financial plan, and communication device.

The award is valid for a period of one year only. The City of Temecula has received this award every year since 2001. We believe our current budget continues to conform to program requirements and we are submitting it to GFOA to determine its eligibility for another award.



## California Society of Municipal Finance Officers Award



The California Society of Municipal Finance Officers (CSMFO) recognizes those entities with highly professional budget documents with two levels of certificates. The first level is the "Meritorious Budget Award," which requires the entity to meet a very specific list of criteria defined by CSMFO. The second level is the "Operating Budget Excellence Award," which requires that the organization meet even higher criteria which effectively enhances the usability of the document.

In preparing the ensuing Fiscal Year budget, staff has once again followed CSMFO's criteria. This document will be submitted to the CSMFO for the Fiscal Year 2019-20 budget award program.



# City of Temecula at a Glance

## Demographics

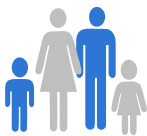


## Fiscal Highlights



### Median Housing Values

2018: \$487,500  
2019: \$475,000



### Population

2018: 113,181  
2019: 113,826



### General Fund

Operating Revenue: \$80,127,628  
Operating Expenditures: \$78,148,553  
Fund Balance: \$26,476,568



### Capital Improvement Program

\$435,270,888



68 Projects

### 13<sup>th</sup> Safest City in US

Business Insider,  
Dec. 1, 2017

Median Age 35.3

Number of Jobs 55,100

Avg. Household Income \$116,464

Unemployment Rate (March '19) 3.6%

Number of Registered Voters 54,659

41 # of Parks

322 Miles of Streets

71 Fire Personnel

112 Sworn Police Officers

176.5 Authorized/Benefitted Positions

### Ranked 10<sup>th</sup>

TVUSD Test Scores rank  
10<sup>th</sup> in Riverside, Orange  
and San Diego Counties



### Education

K-12 Schools: 32\*  
Students: 27,991  
Teachers: 1,392



### 26%

Percentage of  
residents with a  
College Degree

\*12 schools recognized as "California Distinguished Schools"

### Quality of Life



### 8.75%

Sales Tax Rate

\$724M+

Tourism Industry



### Local Economy

#### Annual Sales Tax Revenue

Promenade Mall Area = \$10.9M  
Motor Car Parkway = \$6.3M  
Business Park = \$4.0M  
Temecula Pkwy = \$4.5M  
Regional Shopping = \$5.6M  
Old Town Temecula = \$0.7M



General Law City

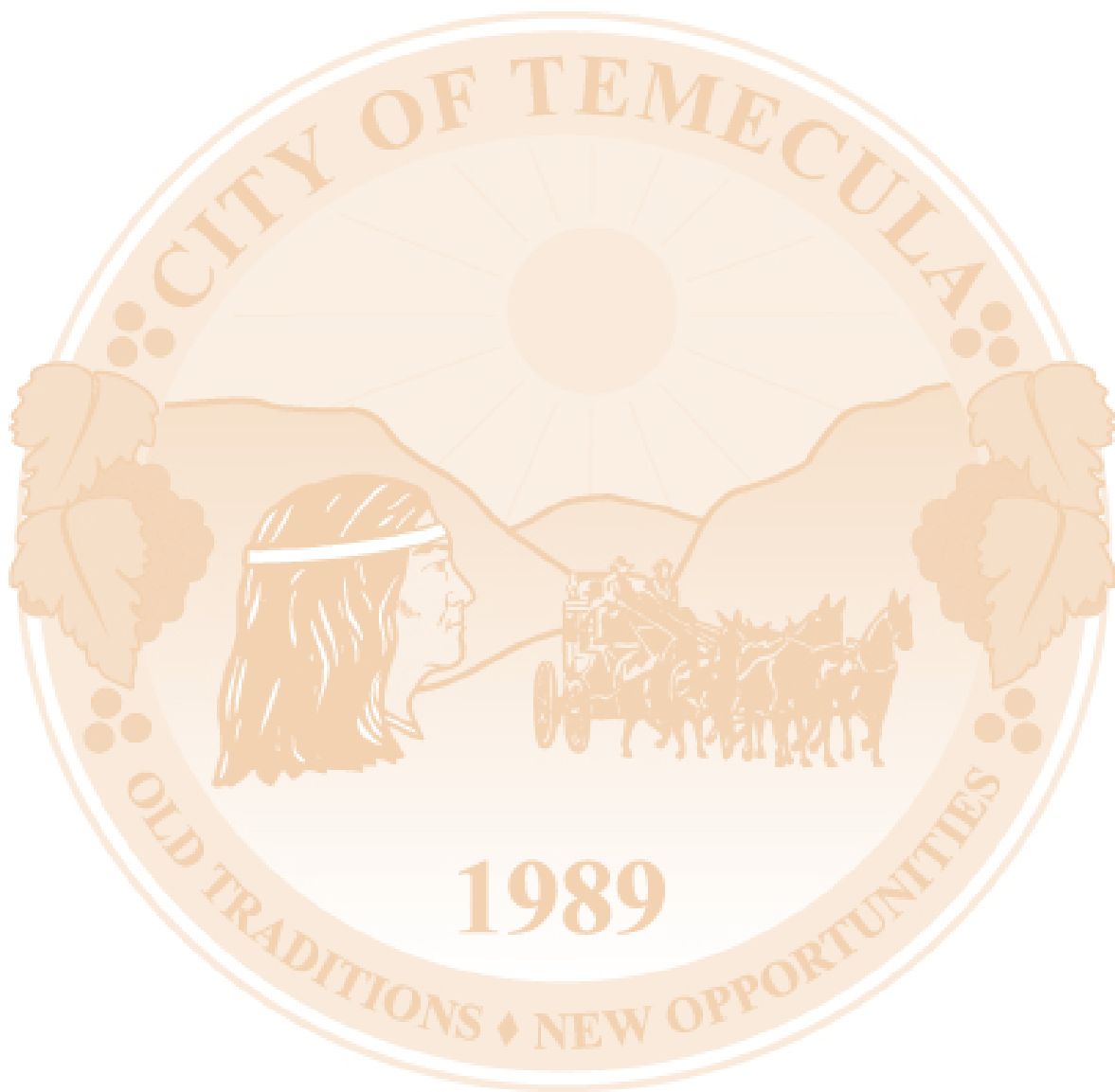
Council-Manager Form of Government

Incorporated December 1, 1989



City Motto:

"Old Traditions,  
New Opportunities"



## UNDERSTANDING THE BUDGET DOCUMENT

This budget document provides the public with concise and readable information about City government, and displays the objectives and budget of the City of Temecula for the Fiscal Year 2019-20. The budget document is divided into the following sections:

### INTRODUCTION

The budget document begins with the transmittal letter by the City Manager, which provides an overview of the Fiscal Year 2019-20 Operating Budget by highlighting programs, major projects and changes in revenue and expenditure allocations for the upcoming fiscal year. There is an analysis of the impact of legislation on the City budget, as well as recent economic indicators. The introduction section details Temecula's Mission and Value Statements. The Long Term Goals and Objectives provide further detail into the policies and the goals and objectives which drive the budget process. These are linked to each Department's long term goals and objectives. The City Directory outlines the Executive Management and Budget Team staff members who work on a daily basis implementing the goals and strategies outlined in the Annual Operating Budget. The Citywide Organization Chart displays City Departments and reporting structure. This section also includes copies of budget awards for the previous fiscal year budgets.

### GUIDE TO THE BUDGET DOCUMENT

In addition to this document, the Guide to the Budget Document Section contains the Budgetary Fund Structure, which provides a quick graphic overview of the City's budgetary fund structure and includes all funds that are subject to appropriation. The Description of Funds provides a narrative description of these funds which are graphically depicted in the Fund Use by Department section. The Summary of Accounting Principles explains the basis of accounting for all appropriated funds. The Budget Process and Budget Calendar describe the City's process for preparing this year's Annual Operating Budget.

### FIVE YEAR FORECAST

This section outlines the City of Temecula's five year strategic planning tool which allows the City to project the impacts of proposed programs, operating costs, and capital improvement projects in the future. This forecast assists in long range planning and policy development by ensuring that resources will be available to meet the needs of our community into the future.

### FINANCIAL SUMMARIES

The Financial Summaries section provides a complete overview and analysis of the total resources budgeted by the organization. There is detail on each specific fund, fund balance changes, and a complete budget picture for the current and previous two fiscal years. This section includes summaries of revenues and expenditures for all appropriated Operating Budget funds. Fund balance, revenue and expenditure changes are explained in this section as well. Historical and categorical data are provided for comparative purposes.

## UNDERSTANDING THE BUDGET DOCUMENT (continued)

### DEPARTMENTAL INFORMATION

The Department Information Section includes the department/program description, mission statements, and quantifiable short term objectives and performance measures for each operating program in the General Fund, Temecula Community Services District, and Internal Service Funds. Budget information is organized by department and/or cost center and a short narrative is provided which analyzes expenditure changes from the previous year.

### CAPITAL IMPROVEMENT PROGRAM

This section summarizes the budgeted capital expenditures which are further detailed in the separate Capital Improvement Budget. This section provides a summary of all projected Capital Improvement revenues and descriptions of those sources, as well as a description of all Capital Improvement Program projects. This section also includes forecasts of operating costs associated with Capital Improvement projects which have been included as part of the operating budget.

### BUDGET AND FISCAL POLICIES

The General Financial policies outline the City's policies related to budget preparation, staffing, debt management, fund/district purposes and financial reporting requirements.

### APPENDIX

This section provides supplemental financial statistical information such as, property tax information, and comparative City information. There is also a glossary of acronyms and terms to guide the reviewer in understanding this document.

Additional information on the City's fiscal affairs is available in the following documents which are available at:

<http://temeculaca.gov/309/Financial-Reports>

- ❖ Quarterly Financial Statements
- ❖ Comprehensive Annual Financial Report

For further information, please contact the Temecula Finance Department at (951) 694-6430.

## BUDGETARY FUND STRUCTURE

### GOVERNMENTAL FUNDS

#### GENERAL FUNDS

- General (Fund 001)
- Measure S (Fund 002)

#### SPECIAL REVENUE FUNDS

- Gas Tax (Fund 100)
- Road Maintenance Rehabilitation Account (RMRA) (Fund 102)
- Street Maintenance (Fund 103)
- NPDES In Lieu Fees (Fund 105)
- Development Impact Fees (DIF) (Fund 120)
- Public, Education & Government (PEG) Fees (Fund 125)
- Community Development Block Grant (Fund 140)
- Temecula Energy Efficiency Asset Management (Fund 145)
- AB 2766 Motor Vehicle Subvention (Fund 150)
- Supplemental Law Enforcement Services (Fund 160)
- Temecula Major Crimes Reward Fund (Fund 161)
- Affordable Housing (Fund 165)
- Measure A (Fund 170)
- Public Art (Fund 198)

#### TEMECULA COMMUNITY SERVICES (TCSD) FUNDS

- Parks and Recreation Citywide Operations (Fund 190)
- Service Level B - Street Lighting (Fund 192)
- Service Level C - Landscape/Slope Maintenance (Fund 501-530)
- Service Level D - Refuse and Recycling (Fund 194)
- Service Level R - Street/Road Maintenance (Fund 195)
- Service Level L - Harveston Lake Park Maintenance (Fund 196)
- Library (Fund 197)

#### DEBT SERVICE FUND

- 2011 Financing Lease for Civic Center (Fund 395)
- Capital Financing (Fund 396)

#### CAPITAL PROJECTS FUNDS

- Capital Improvement Fund\* (Fund 210)
- Community Facilities District Funds\* (Fund 273-278)

## **BUDGETARY FUND STRUCTURE (continued)**

### **PROPRIETARY FUNDS**

#### **INTERNAL SERVICES FUNDS**

- Insurance (Fund 300)
- Workers' Compensation (Fund 305)
- Vehicle and Equipment (Fund 310)
- Information Technology (Fund 320)
- Technology Replacement (Fund 325)
- Support Services (Fund 330)
- Support Services Replacement (Fund 335)
- Facilities (Fund 340)
- Facilities Replacement (Fund 350)

#### **PRIVATE - PURPOSE TRUST FUNDS**

- Successor Agency to the Redevelopment Agency (SARDA) Debt Service (Fund 380)

\*Denotes funds which are subject to appropriation and included in audited financial statements, but are summarized and adopted separately and/or as part of the Capital Improvement Program budget.

## DESCRIPTION OF FUNDS

The City of Temecula revenues and expenditures are accounted for in a series of funds. Each fund is an autonomous accounting entity, established in accordance with legal and professional accounting standards. Funds are used to segregate the various financial activities of a governmental entity and to demonstrate compliance with specific regulations, restrictions or limitations, (i.e., demonstrating that restricted revenues are spent only for allowed purposes).

Funds used in government are classified into three broad categories: governmental, proprietary and fiduciary. Governmental funds include activities usually associated with the operations of a typical state or local government (public safety, general government activities, etc.). Proprietary funds are used in government to account for activities often found in the private sector (utilities, stadiums, and golf courses are prime examples). Fiduciary funds are utilized in situations where the government is acting in a fiduciary capacity as a trustee or agent.

The appropriated funds utilized by the City of Temecula, governmental, fiduciary, and proprietary, are detailed below. The City of Temecula details the Capital Improvement Funds in a separate document, although the Capital Improvement program and its operating impacts are outlined in this budget document in the Capital Improvement Program section.

## ACCOUNTING BASIS

All governmental funds are accounted for and budgeted using the modified accrual basis of accounting. Their revenues are recognized when they become “measurable” and “available.” Revenues are considered measurable when they are reasonably estimable. Revenues are considered available when they will be collected either during the current period or soon enough after the end of the period to pay current year liabilities. The primary revenue sources susceptible to accrual are property and sales taxes, franchise fees, transient occupancy taxes, investment income, fines and forfeitures collected by County courts, and motor vehicle-in-lieu subventions.

Expenditures are generally recognized under the modified accrual basis of accounting when the related fund liability is incurred. An exception to this general rule is principal and interest due on general long-term debt which is recognized when due.

Proprietary and Fiduciary funds are accounted for and budgeted using the full accrual basis of accounting, i.e., revenues are recognized in the period earned and expenses are recognized in the period incurred.

Encumbrance accounting, under which purchase orders, contracts, and other commitments for the expenditure of funds are recorded in order to reserve that portion of the applicable appropriation, is employed in the governmental funds. Outstanding encumbrances at the end of the fiscal year are recorded as reservation of fund balance since the commitments will be paid in the subsequent year. Encumbrances do not constitute expenditures or liabilities.

## GOVERNMENTAL FUNDS

### Governmental Funds:

Governmental Funds are used to account for most governmental functions and focus on the near-term inflows and outflows of spendable resources.

## DESCRIPTION OF FUNDS (continued)

**General Fund (001)** - This is the general operating fund for the City, utilized to account for all resources not required to be accounted for in another fund.

**Measure S Fund (002)** - This fund is used to track the uses of the one-cent Transactions Use Tax, known as Measure S, approved by Temecula voters on November 8, 2016. This revenue source is discretionary and is to be used in accordance with the Council's Appropriation Guidelines, noted in the City's Budget and Fiscal Policies.

### **Special Revenue Funds:**

Special Revenue Funds are used to account for specific resources that are legally restricted to expenditure for particular purposes.

**Gas Tax Fund (100)** – The City maintains this fund to account for the Highway User's Tax revenues received from the State of California under Sections 2103, 2105, 2107, and 2107.5 of the Streets and Highways Code.

**Road Maintenance Rehabilitation Account (RMRA) Fund (102)** – This fund is to account for gasoline and vehicle taxes pursuant to the Road Repair and Accountability Act of 2017 (SB1 Beall). Monies are collected by the State of California and allocated to local agencies for streets and roads projects and other transportation uses.

**Street Maintenance Fund (103)** – This fund was established to accumulate resources for the future replacement of streets and roads throughout the City.

**NPDES In Lieu Fees Fund (105)** – This fund was established to account for the collection of fees to fund, or partially fund, alternative compliance projects in-lieu of meeting certain requirements of the National Pollutant Discharge Elimination System (NPDES) Permit onsite.

**Development Impact Fees Fund (120)** – Used to account for activity generated and funded by development applications in order to offset the effect of development. Mitigation projects include infrastructure, fire protection, public facilities and services, libraries, roads, schools, parks, traffic signal mitigation and open space. This fund is appropriated through the Capital Improvement Program budget.

**Public, Education & Government (PEG) Fees Fund (125)** – Public Education and Government Access programming is supported by the PEG fee that is assessed to each cable subscriber. According to state law, these funds must be used only for the production of PEG Access programming.

**Business Incubator Resource Fund (135)** – This fund was set up to account for all activity at the City of Temecula Entrepreneur's Exchange Business Incubator. \$150,000 was transferred from the General Fund in Fiscal Year 2012-13 to initially fund this activity. Beginning in Fiscal Year 2017-18, this fund will be dissolved and the Business Incubator activities will be reflected as a separate division within the General Fund's Economic Development department.

## DESCRIPTION OF FUNDS (continued)

**Community Development Block Grant (CDBG) Fund (140)** – This fund is used to account for grants received from the U.S. Department of Housing and Urban Development (HUD). The grants are used for the redevelopment of a viable community by providing decent housing, a suitable living environment, and expanding economic opportunities, principally for persons of

**Temecula Energy Efficiency Asset Management (TEEM) Fund (145)** – This fund was created to capture energy efficiency rebates and reimbursements as well as expenditure savings resulting from energy efficiency projects completed at various City facilities.

**AB 2766 Motor Vehicle Subvention Fund (150)** – This fund is used to account for State funds that are used to implement programs and projects that reduce air pollution from motor vehicles. This fund is used for Capital projects and to account for operational costs such as the Natural Gas operated Harveston Trolley, which provides free transportation within the Temecula business district.

**Supplemental Law Enforcement Services Fund (160)** – The City maintains this fund to account for the Supplemental Law Enforcement Services (SLESF) monies which are exclusively expended to provide front line law enforcement services provided by the State of California. These monies supplement existing services and are unable to be used to supplant any existing funding for law enforcement services provided by the City.

**Temecula Major Crimes Reward Fund (161)** – This fund was set up to account for a reward for information that leads to the capture and conviction of the person(s) responsible for the murder of Larry Robinson and Justin Triplett. The General Fund contributed \$25,000 and the public can also contribute to this fund.

**Affordable Housing Fund (165)** – The Affordable Housing fund contains the assets as well as loan and rental income from the former Redevelopment Agency which have been transferred to the City of Temecula.

**Measure A Fund (170)** – This fund was established to account for the City's share of the County of Riverside's additional one-half percent sales tax allocation. These monies are restricted for use on local streets and roads. Measure A was approved by the Riverside County voters originally in 1988 and was extended in 2002. The funds are administered by the Riverside County Transportation Commission (RCTC) and will continue to fund transportation improvements through 2039.

**Public Art Fund (198)** – This fund was established pursuant to Temecula Municipal Code Section 5.08.040, whereby the fund serves as a depository for the fees paid in lieu of art as well as monetary donations for public art. The Public Art In Lieu fee is one-tenth of one percent of an eligible development project in excess of \$100,000. Eligible uses of this fund include the design, acquisition, installation, improvement, maintenance and insurance of public artwork; offering of performing arts programs on City property for the community; and art education programs on City property for the community.

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## DESCRIPTION OF FUNDS (continued)

**Temecula Community Services District (TCSD) Funds (190-198, 501-530)** – Upon incorporation of the City of Temecula, effective December 1, 1989, voters approved the formation of the Temecula Community Services District (TCSD) to provide specified services to properties within its jurisdiction. TCSD is a separate legal entity than the City and operates under the authority of Community Services District Law. Benefit assessments, and a special tax (Measure C) are charged to property owners within the District, are received to provide specified services identified below:

- ❖ Parks and Recreation - Facility operations and maintenance, community recreation programs
- ❖ Service Level “B” - Residential street lights
- ❖ Service Level “C” - Perimeter landscaping and slope maintenance
- ❖ Service Level “D” - Refuse collection, recycling, and street sweeping
- ❖ Service Level “R” - Street and road maintenance
- ❖ Service Level “L” - Harveston Lake Park maintenance
- ❖ Library Fund - Services at the Ronald H. Roberts Temecula Public Library on Pauba Road

### **Debt Service Funds:**

Debt Service funds are used to account for the accumulation of resources and payment of all general long-term debt obligations of the City and related entities.

**2011 Financing Lease for Civic Center (395)** – This fund was established to account for the payment of interest and principal of the refunding of both the 2001 and 2008 Certificates of Participation (COPs). The 2001 COPs were originally issued to finance the construction of the Community Recreation Center and the 2008 COPs were originally issued to finance the construction of the Civic Center.

**Capital Financing (396)** – This fund was established to account for the payments of interest and principal related to the financing of capital projects, including the acquisition of the City’s streetlights from Southern California Edison.

## PROPRIETARY FUNDS

### **Internal Service Funds:**

Internal Services Funds are used to account for the financing of goods or services by one department to other departments of the City on a cost reimbursement basis.

**Insurance (300)** - This fund was established to fund and account for the City’s liability and property insurance costs.

**Workers’ Compensation (305)** - This fund was established to accumulate resources for Workers’ Compensation liabilities.

**Vehicles and Equipment (310)** - This fund was established to accumulate resources for the purchase of future replacement vehicles and equipment.

## DESCRIPTION OF FUNDS (continued)

**Information Technology (320)** - This fund was established to account for the City's Information Technology activities.

**Technology Replacement (325)** - This fund was established to account for computer, software and telephone equipment and to accumulate resources for replacement of this equipment.

**Support Services (330)** - This fund was established as a cost center for the City's central duplicating, printing, and mailing activities.

**Support Services Replacement (335)** - This fund was established to account for the City's copy and duplicating equipment and to accumulate resources for replacement of this equipment.

**Facilities (340)** - This fund was established to account for the cost of the Civic Center, Business Incubator, City Maintenance Facility, and Civic Center Parking Structure operations and maintenance.

**Facilities Replacement Fund (350)** - This fund was established to accumulate resources for the future replacement of equipment, systems and fixtures within City-owned facilities.

## FIDUCIARY FUNDS

### Private-Purpose Trust Funds:

Private-Purpose Trust Funds are used to account for resources held and administered by the reporting government when it is acting in a fiduciary capacity for other governments.

**Successor Agency to the Redevelopment Agency (SARDA) Debt Service Fund (380)** – This fund is used to account for payment obligations of the successor agency as a result of the State's dissolution of Redevelopment Agencies.





## FUNDS AND DEPARTMENTS

### Quick Guide

#### City of Temecula

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135 Business Incubator Resource	330 Support Services
140 Community Development Block Grant (CDBG)	335 Support Services Replacement
145 Temecula Energy Efficiency Asset Management	340 Facilities
150 AB 2766 Motor Vehicle Subvention	350 Facilities Replacement
160 Supplemental Law Enforcement Services	380 SARDA Debt Service
161 Temecula Major Crimes Reward Fund	395 2011 Financing Lease
	396 Capital Financing

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194 Service Level D – Refuse and Recycling	197 Library
	501-530 Service Level C – Landscape/Slope Maintenance

##### TCSD Departments

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190.181.999 Senior Center Operations	190.189.999 Theater Operations
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190.184.164 Temecula Community Center Maint.	190.195.999 Margarita Recreation Center Operations
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190.188.164 Children's Museum Maintenance	

FUNDING SOURCES BY DEPARTMENT		OPERATING DEPARTMENTS																								CIP
		City Council	Comm. Support	City Manager	Econ. Development	Emergency Mgmt	City Clerk	City Attorney	Finance	Support Services	Human Resources	Planning	Building & Safety	Land Development	Public Works	CIP Admin	Parks Maintenance	Police	Fire	Animal Control	Affordable Housing	Community Services	Information Technology	Support Services	Facilities	
FUNDS	Operating Funds																									
	Fund 001: General Fund *	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	
	Fund 002: Measure S Fund *	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	
	Special Revenue Funds																									
	Fund 100: Gas Tax														✓										✓	
	Fund 102: Road Maintenance Rehab. Account (RMRA)														✓										✓	
	Fund 103: Street Maintenance														✓										✓	
	Fund 105: NPDES In Lieu Fees														✓										✓	
	Fund 120: Development Impact Fees (DIF)																								✓	
	Fund 125: Public, Education & Government (PEG) Fees																						✓			
	Fund 135: Business Incubator Resource																									
	Fund 140: Community Development Block Grant											✓		✓							✓	✓			✓	
	Fund 145: Temecula Energy Efficiency Asset Mgmt											✓		✓											✓	
	Fund 150: AB 2766 Motor Vehicle Subvention	✓		✓	✓										✓	✓										
	Fund 160: Supplemental Law Enforcement Services																	✓								
	Fund 161: Temecula Major Crimes Reward							✓																		
	Fund 165: Affordable Housing *											✓									✓					
	Fund 170: Measure A *														✓	✓									✓	
	Fund 198: Public Art			✓																		✓			✓	
	Debt Service Fund																									
	Fund 395: 2011 Financing Lease								✓																✓	
	Fund 396: Capital Financing								✓						✓										✓	
	Temecula Community Services District (TCSD)																									
	Fund 190: Citywide Operations *														✓		✓					✓	✓	✓	✓	
	Fund 192: Service Level B - Street Lighting *														✓											
	Funds 501-530: Service Level C - Landscape/Slope Maint.*														✓											
	Fund 194: Service Level D - Refuse and Recycling *											✓														
	Fund 195: Service Level R - Road Maintenance *														✓											
	Fund 196: Service Level L - Harveston Lake Park Maint. *														✓		✓									
	Fund 197: Library *														✓							✓	✓			
	Capital Projects Funds																									
	Fund 210: Capital Improvement Fund *																								✓	
	Fund 273-278: Community Facilities District Funds																								✓	
	Successor Agency to the Temecula RDA (SARDA)																									
	Fund 380: Debt Service																					✓				
	Internal Service Funds																									
	Fund 300: Insurance	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓		
	Fund 305: Workers' Compensation	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓		
	Fund 310: Vehicles and Equipment													✓	✓	✓	✓	✓	✓	✓	✓	✓	✓			
	Fund 320: Information Technology	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓		✓	✓			
	Fund 325: Technology Replacement	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓		✓	✓			
	Fund 330: Support Services	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓		✓	✓			
	Fund 335: Support Services Replacement	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓		✓	✓			
	Fund 340: Facilities	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓		✓	✓			
	Fund 350: Facilities Replacement	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓		✓	✓			

\* Denotes the City's Major Funds

## BUDGET PROCESS

The annual budget process begins in February of each year. The budget team, which includes the City Manager, Assistant City Manager, Finance Director, Fiscal Services Managers, and Budget Manager, reviews the fiscal policies and procedures and prepares five year projections for the General Fund, Measure S Fund and Temecula Community Services District. The budget team uses these projections to develop spending priorities and department expenditure targets for the upcoming fiscal year.

In February, a Budget Kickoff Workshop is held with the City Manager, Department Directors, and Department Analysts. This workshop includes a briefing on the status of the current fiscal year budget, a review of the budget process calendar, the impacts of the current economic conditions, and a discussion of elements of the budget process. The budget preparation guidelines and department targets used in preparing department budget requests are distributed. A coordinated kickoff workshop ensures that the fiscal policies and priorities that guide expenditure considerations are incorporated into the proposed budget prior to formal submission to the community and the City Council.

Preparation of budget requests includes comparative analysis of historic and current expenditure levels. Department revenue estimates are compiled from projections of activity for the upcoming fiscal year. The Executive Team, which consists of Department Directors and the City Manager, meets shortly after requests are submitted to outline and prioritize requests. This includes a review of the following:

- ❖ Expenditure requests above the established department target;
- ❖ Requests for new equipment (greater than \$5,000) or vehicles;
- ❖ Requests for information technology;
- ❖ Personnel requests, including temporary personnel, and any proposed reclassifications.

The budget team holds meetings with each department to discuss their budget requests and to obtain additional information to assist in the resolution of the requests. Following this review, department staff performs a final adjustment to their line item submissions.

In May, a public City Council budget workshop is held to receive public comment and to review the components of the Proposed Budget and any modifications to fiscal policies, prior to formal consideration for adoption. Any changes based on this review are incorporated prior to adoption at the following City Council meeting, which occurs in early June.

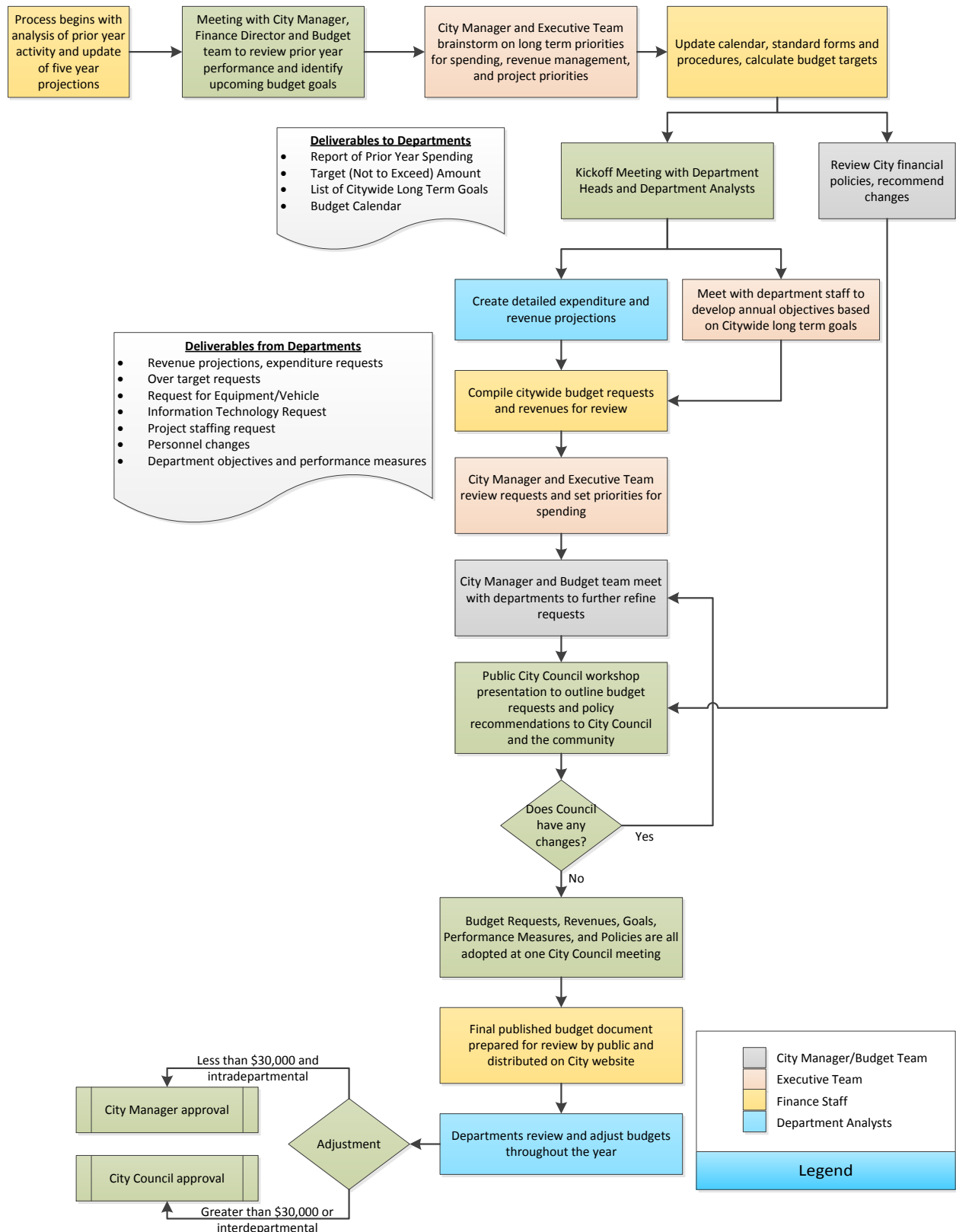
All appropriations lapse at year-end, except for those relating to encumbrances approved for carryover to the following fiscal year. The City Council has the legal authority to amend the budget at any time during the fiscal year. Budgetary controls are maintained to ensure compliance with the budget as approved by the City Council. Adjustments between departments or requests for additional funding require the approval of the City Council. As referenced in the Budget Resolution, the City Manager has the authority to make changes within departmental budgets. The level of budgetary control (that is, the level at which expenditures cannot legally exceed the appropriated amount) is at the department level.

## BUDGET PROCESS (continued)

The City has a formalized midyear budget review process which is used to update the appropriations and revenue projections halfway through the fiscal year. The City begins this process in December by analyzing revenue projections, service contracts, new City Council priorities, and the impacts of legislation from the State and Federal Government. This information is compiled into an updated five year projection. In early January, departments review their individual budgets to identify any savings or to request additional funds to meet the needs of new programs or spending priorities. The result is a final balanced budget document that ensures that sufficient funding is available to meet the updated objectives and priorities for the remainder of the fiscal year. This document is taken to the City Council for adoption in February.

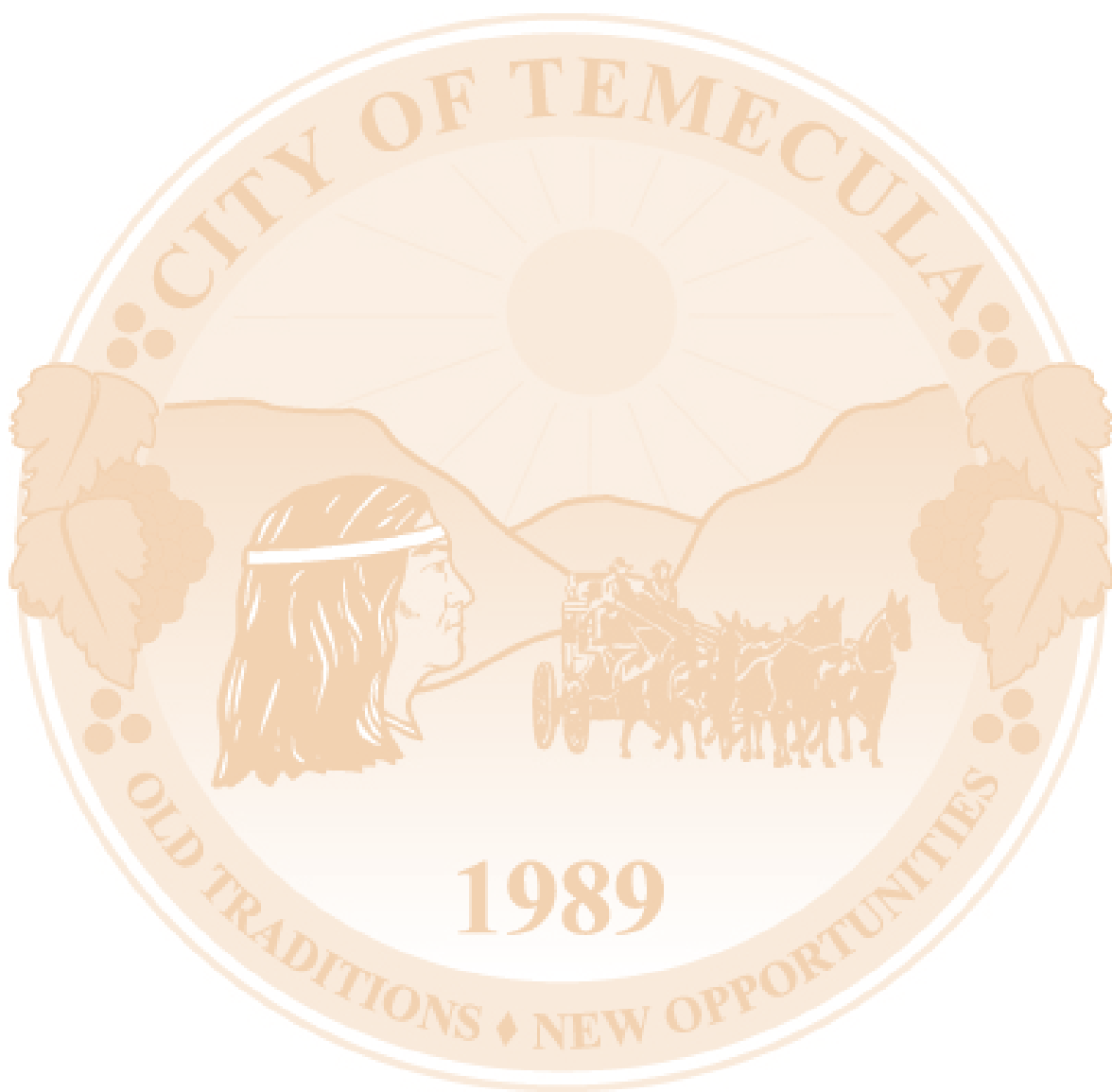


## BUDGET PROCESS (continued)



## **FISCAL YEAR 2019-20 Budget Calendar**

<b>Date</b>	<b>Item</b>	<b>Responsible Department</b>
1/23/19	Update General Fund and TCSD Revenue & Expenditure Five-Year Forecast	Finance
2/4/19	Capital Improvement Program Kick-Off Meeting	All Departments
2/20/19	Annual Operating Budget Kick-Off Meeting	All Departments
3/4/19	CIP Project Requests due	All Departments
3/18 – 3/22	AOB Review Meetings with ACM & Finance Director	All Departments
4/1/19	Preparation of Internal Service Fund Allocations	Finance
4/8/19	Department Narratives for AOB due	All Departments
4/10/19	City Manager review of Operating Requests	City Manager/Finance
4/15 – 4/19	CIP Review Meetings with ACM & Finance Director	All Departments
4/16/19	Appendices due	All Departments
4/19/19	Finalize Budget Policies	City Manager/Finance
4/25/19	Public/Traffic Safety Commission review of CIP	Public Works
5/13/19	Community Services Commission review of CIP	TCSD
5/14/19	Strategic Finance Ad Hoc Subcommittee Meeting	City Manager/Finance
5/10/19	CIP and AOB Document Distribution	Finance
5/16/19	City Council Budget Workshop	All Departments
6/5/19	Planning Commission review of CIP	Community Development
6/11/19	City Council Meeting – Budget Adoption	All Departments



## LONG RANGE FINANCIAL PROJECTION

In addition to the Annual Operating Budget and Capital Improvement Program, the City of Temecula also prepares a Five-Year Financial Projection for the General Fund, Measure S Fund and Temecula Community Services District Funds. The long-range forecast serves as a strategic planning tool to help evaluate the City's ability to meet its long-term obligations. The benefit of long-range planning is to alert decision-makers of trends in time to implement changes, if necessary.

### REVENUE

General Fund Revenue is projected by line item using a combination of known information and anticipated trends for the coming five year period. The City's Budget Team works in tandem with Community Development to identify future projects that could affect revenue levels, such as the addition of new housing developments and commercial establishments. The City also utilizes Sales and Property Tax consultants to assist with identifying statewide trends that may impact City revenues.

#### **General Fund Revenue Forecasting Assumptions**

- Tax revenues – projected based on recent growth trends combined with known changes in the economy, such as the addition of new businesses or hotels.
- Licenses, Permits and Service Charges – projected based on development projects for which the City has received a planning application and is actively pursuing building permits.
- Intergovernmental revenues – projected based on the growth in the City's overall assessed valuation, as this revenue source reflects Property Tax in Lieu of Vehicle License Fees.
- Reimbursements – this revenue source primarily reflects the transfer of funds from the Capital Improvement Program (CIP) to reimburse the Public Works department for the administration of the CIP program.
- Operating Transfers In – Gas Tax/SLESF – projected based on assumed inflationary growth factors.
- Operating Transfers In – Measure S – projected based on the General Fund expenditures eligible for Measure S funding, in accordance with the Appropriation Guidelines noted in the Budget and Fiscal Policies. Public Safety personnel and equipment are the primary recipients of Measure S Transfers.

### EXPENDITURES

General Fund Expenditure trends are developed using a number of economic assumptions that are applied to the category of expenditures. For Salary and Benefit projections, the City's Budget Team reflects any anticipated changes in staffing levels, CalPERS contribution rates, negotiated terms from the City's employment contracts, and Public Safety Contract projections received from the County of Riverside. Non-salary expenditure projections were targeted to remain flat compared to the prior year's budget, except for any known future contractual increases.

#### **General Fund Expenditure Forecasting Assumptions**

- Salaries – projected using current employee salary levels, plus eligible merit and/or cost of living increases for the ensuing fiscal years, plus newly authorized positions, less any known decreases to authorized positions.

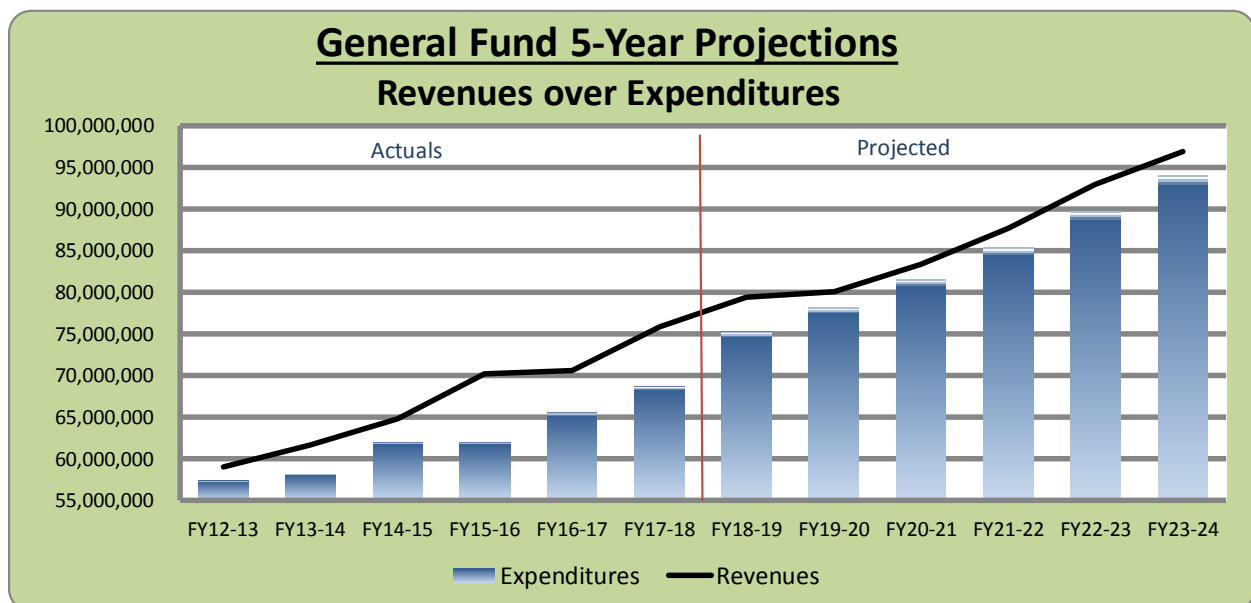
- Benefits – projected using information from CalPERS related to pension cost projections, plus any changes pursuant to any approved employment contracts.
- Operations and Maintenance Costs – projected utilizing recent trends, adjusted for one-time expenditures and other known anomalies, plus known contractual increases.
- Internal Service Fund Allocations - projected utilizing recent trends, adjusted for one-time expenditures and other known anomalies, plus known contractual increases.

## GENERAL FUND ANALYSIS

The Fiscal Year 2019-20 General Fund Forecast over the coming five years is balanced with both the Reserve for Economic Uncertainty and the Secondary Reserve fully-funded in all five years. Ending Fund Balance for FY2019-20 is projected to be \$26,476,568. Total Reserves, at 25% of Expenditures, totals \$19,537,138, with another \$460,305 assigned to cover costs committed for FY2020-21 including future Capital Projects and the Police Officer funded by the Pechanga Tribe, leaving an Unassigned (available) Fund Balance of \$6,479,125.

FY2019-20 General Fund Revenue is projected to increase by 0.8% over the prior year with a total of \$80,127,628, of which \$5,735,418 was transferred in from the new Measure S Fund to cover the costs associated with additional Public Safety personnel. Total FY2019-20 General Fund Operating Expenditures totals \$78,148,553, which represents a 3.8% increase over the prior fiscal year. The majority of the increase is reflected in the Police and Fire departments, due to contractual increases, in addition to a 3% cost of living adjustment provided to City employees on July 1, 2019, in accordance with the City's labor agreements.

As illustrated below, General Fund Revenues are projected to continually exceed Operating Expenditures over the ensuing five years.





## GENERAL FUND - FIVE YEAR FINANCIAL PROJECTION

	FY 17-18		FY 18-19		FY 19-20		FY 20-21		FY 21-22		FY 22-23		FY 23-24	
	Actuals	% Change	Revised Budget	% Change	Proposed Budget	% Change	Projected Budget	% Change	Projected Budget	% Change	Projected Budget	% Change	Projected Budget	% Change
<b>Revenue:</b>														
Property Tax	8,131,035	5.5%	8,364,543	2.9%	8,706,389	4.1%	8,967,581	3.0%	9,236,608	3.0%	9,513,706	3.0%	9,799,118	3.0%
Sales and Use Tax	37,497,300	3.9%	37,845,104	0.9%	37,981,346	0.4%	39,570,786	4.2%	41,153,618	4.0%	42,799,763	4.0%	44,511,753	4.0%
Less: Sales Tax Sharing Agmt	(821,804)	109.1%	(1,301,469)	58.4%	(1,379,024)	6.0%	(1,447,976)	5.0%	(1,520,375)	5.0%	(1,596,393)	5.0%	(1,676,213)	5.0%
Franchise Fees	3,363,832	2.3%	3,336,935	-0.8%	3,351,304	0.4%	3,418,330	2.0%	3,486,697	2.0%	3,556,431	2.0%	3,627,559	2.0%
Transient Occupancy Tax	3,344,984	0.7%	3,241,613	-3.1%	3,338,860	3.0%	3,405,637	2.0%	3,507,806	3.0%	3,613,041	3.0%	3,721,432	3.0%
Special Tax (Measure C)	1,877,254	1.0%	1,876,279	-0.1%	1,876,279	0.0%	1,885,660	0.5%	1,895,089	0.5%	1,904,564	0.5%	1,914,087	0.5%
Licenses, Permits and Service Charges	4,417,404	-4.4%	5,296,952	19.9%	4,335,071	-18.2%	3,609,043	-16.7%	3,400,495	-5.8%	3,159,205	-7.1%	3,165,539	0.2%
Fines and Forfeitures	756,471	-2.6%	831,823	10.0%	849,620	2.1%	866,612	2.0%	883,945	2.0%	901,624	2.0%	919,656	2.0%
Use of Money and Property	148,560	-340.9%	477,606	221.5%	451,850	-5.4%	460,887	2.0%	470,105	2.0%	479,507	2.0%	489,097	2.0%
Intergovernmental Revenues	7,899,231	5.4%	8,166,963	3.4%	8,503,309	4.1%	8,757,854	3.0%	9,020,025	3.0%	9,290,049	3.0%	9,568,162	3.0%
Reimbursements	2,395,733	6.7%	3,060,010	27.7%	3,027,238	-1.1%	1,026,608	-66.1%	1,118,197	8.9%	1,172,585	4.9%	1,223,704	4.4%
Miscellaneous	259,655	24.8%	182,251	-29.8%	198,081	8.7%	202,043	2.0%	206,083	2.0%	210,205	2.0%	214,409	2.0%
Subtotal - Operating Revenues	69,269,655	3.1%	71,378,610	3.0%	71,240,323	-0.2%	70,723,066	-0.7%	72,858,293	3.0%	75,004,285	2.9%	77,478,303	3.3%
Operating Transfers In - Gas Tax/SLESF	1,627,022	-28.0%	2,592,659	59.3%	3,151,887	21.6%	3,211,025	1.9%	3,271,345	1.9%	3,332,872	1.9%	3,395,630	1.9%
Operating Transfers In - Measure S	4,994,180	304.0%	5,496,813	10.1%	5,735,418	4.3%	9,369,264	63.4%	11,559,209	23.4%	14,696,457	27.1%	16,013,144	9.0%
<b>Total Revenues &amp; Transfers In</b>	<b>75,890,856</b>	<b>7.4%</b>	<b>79,468,082</b>	<b>4.7%</b>	<b>80,127,628</b>	<b>0.8%</b>	<b>83,303,354</b>	<b>4.0%</b>	<b>87,688,847</b>	<b>5.3%</b>	<b>93,033,614</b>	<b>6.1%</b>	<b>96,887,077</b>	<b>4.1%</b>
Prior Version (FY18-19 Adopted Budget)			78,359,478		80,811,449		86,038,099		90,652,368		94,758,600		n/a	
<b>Expenditures by Dept:</b>														
City Council	392,479	2.3%	519,909	32.5%	572,843	10.2%	588,182	2.7%	603,944	2.7%	620,141	2.7%	636,786	2.7%
Community Support	107,000	31.3%	125,000	16.8%	125,000	0.0%	127,500	2.0%	130,050	2.0%	132,651	2.0%	135,304	2.0%
City Manager	1,428,765	6.9%	1,502,302	5.1%	1,541,796	2.6%	1,585,945	2.9%	1,631,377	2.9%	1,678,129	2.9%	1,726,239	2.9%
Economic Development	1,291,888	28.9%	1,513,299	17.1%	1,572,660	3.9%	1,615,006	2.7%	1,658,525	2.7%	1,703,252	2.7%	1,749,219	2.7%
Emergency Management	124,536	2.2%	254,186	104.1%	157,271	-38.1%	161,854	2.9%	166,571	2.9%	171,428	2.9%	176,427	2.9%
City Clerk	1,104,483	-4.0%	1,390,869	25.9%	1,433,320	3.1%	1,473,774	2.8%	1,515,390	2.8%	1,558,203	2.8%	1,602,247	2.8%
City Attorney	977,221	32.2%	942,300	-3.6%	942,300	0.0%	961,146	2.0%	980,369	2.0%	999,976	2.0%	1,019,976	2.0%
Finance	2,327,775	5.0%	2,582,167	10.9%	2,753,604	6.6%	2,833,948	2.9%	2,916,656	2.9%	3,001,800	2.9%	3,089,451	2.9%
Human Resources	979,538	33.2%	1,187,016	21.2%	1,263,313	6.4%	1,296,964	2.7%	1,331,540	2.7%	1,367,066	2.7%	1,403,570	2.7%
Planning	2,057,156	14.6%	2,509,664	22.0%	2,590,197	3.2%	2,661,212	2.7%	2,734,223	2.7%	2,809,288	2.7%	2,886,466	2.7%
Building & Safety	2,457,644	9.0%	3,220,139	31.0%	3,291,297	2.2%	3,384,865	2.8%	3,481,137	2.8%	3,580,191	2.8%	3,682,110	2.8%
Land Development	1,666,614	15.8%	1,761,657	5.7%	1,898,973	7.8%	1,954,200	2.9%	2,011,049	2.9%	2,069,568	2.9%	2,129,807	2.9%
Public Works	5,119,183	-2.6%	6,334,747	23.7%	6,250,315	-1.3%	6,153,750	-1.5%	6,311,257	2.6%	6,472,947	2.6%	6,638,935	2.6%
CIP Admin	1,861,739	3.7%	2,506,189	34.6%	2,417,537	-3.5%	2,489,271	3.0%	2,563,141	3.0%	2,639,211	3.0%	2,717,547	3.0%
Parks Maintenance	3,790,123	12.1%	4,006,777	5.7%	3,958,507	-1.2%	4,048,884	2.3%	4,141,404	2.3%	4,236,121	2.3%	4,333,090	2.3%
Police	31,061,517	16.6%	33,001,394	6.2%	34,860,437	5.6%	36,953,000	6.0%	39,143,760	5.9%	41,877,724	7.0%	44,352,941	5.9%
Fire	7,607,685	39.9%	9,569,369	25.8%	10,260,935	7.2%	10,506,167	2.4%	11,238,043	7.0%	12,009,784	6.9%	12,844,397	6.9%
Animal Control	460,280	-0.6%	425,572	-7.5%	475,235	11.7%	479,987	1.0%	484,787	1.0%	489,635	1.0%	494,531	1.0%
Non-Departmental	3,837,738	-46.1%	1,908,661	-50.3%	1,783,013	-6.6%	1,924,463	7.9%	1,975,944	2.7%	2,078,945	5.2%	2,135,531	2.7%
<b>Total Expenditures</b>	<b>68,653,363</b>	<b>4.8%</b>	<b>75,261,216</b>	<b>9.6%</b>	<b>78,148,553</b>	<b>3.8%</b>	<b>81,200,118</b>	<b>3.9%</b>	<b>85,019,169</b>	<b>4.7%</b>	<b>89,496,062</b>	<b>5.3%</b>	<b>93,754,573</b>	<b>4.8%</b>
<b>Revenue Over Expenditures</b>	<b>7,237,493</b>		<b>4,206,866</b>		<b>1,979,075</b>		<b>2,103,236</b>		<b>2,669,678</b>		<b>3,537,553</b>		<b>3,132,503</b>	
Prior Version (FY18-19 Adopted Budget)			2,303,739		899,250		2,497,122		3,228,185		3,696,867		n/a	



## GENERAL FUND - FIVE YEAR FINANCIAL PROJECTION

	FY 17-18		FY 18-19		FY 19-20		FY 20-21		FY 21-22		FY 22-23		FY 23-24	
	Actuals	% Change	Revised Budget	% Change	Proposed Budget	% Change	Projected Budget	% Change	Projected Budget	% Change	Projected Budget	% Change	Projected Budget	% Change
<b>Transfers Out and One Time Payments:</b>														
Information Technology Fund	(77,028)		-											
Technology Replacement Fund			(125,000)											
Transfer to Capital Improvement Fund	-		(3,130,036)		(642,077)		(100,000)		(1,000,000)		(1,000,000)		-	
- Citywide Streetlight Acquisition and LED Retrofit			(2,503,311)		(200,000)		(100,000)							
- I-15 Congestion Relief			(400,000)		(442,077)									
- Sidewalks - DLR Drive									(1,000,000)		(1,000,000)			
- General Plan Update														
- Traffic Signal Park & Ride Access Improvements			(226,725)											
2018 Financing Lease (Civic Center)	(2,135,231)		(2,087,124)		(2,075,512)		(2,077,467)		(1,962,107)		(1,603,835)		(1,609,180)	
2018 Financing Lease (MRC)			(416,855)		(555,807)		(555,808)		(555,808)		(555,807)		(555,808)	
Section 115 Pension Trust	(8,000,000)		(1,404,941)		-		-		-		-		-	
<b>Total Transfers Out/One-Time Pmts</b>	<b>(10,212,259)</b>		<b>(7,163,956)</b>		<b>(3,273,396)</b>		<b>(2,733,275)</b>		<b>(3,517,915)</b>		<b>(3,159,642)</b>		<b>(2,164,987)</b>	
<b>Revenues Over/(Under) Expenditures</b>	<b>(2,974,766)</b>		<b>(2,957,090)</b>		<b>(1,294,321)</b>		<b>(630,038)</b>		<b>(848,237)</b>		<b>377,911</b>		<b>967,516</b>	
Beginning Fund Balance	33,702,744		30,727,979		27,770,889		26,476,568		25,846,530		24,998,293		25,376,204	
<b>Ending Fund Balance</b>	<b>30,727,979</b>		<b>27,770,889</b>		<b>26,476,568</b>		<b>25,846,530</b>		<b>24,998,293</b>		<b>25,376,204</b>		<b>26,343,720</b>	
Prior Version (FY18-19 Adopted Budget)	26,994,625		24,068,646		22,277,653		22,087,270		22,748,787		23,878,986		n/a	
<b>Desired Reserve Balance (25%)</b>	<b>17,163,341</b>		<b>18,815,304</b>		<b>19,537,138</b>		<b>20,300,029</b>		<b>21,254,792</b>		<b>22,374,015</b>		<b>23,438,643</b>	
<b>Reserve Balance</b>	<b>17,163,341</b>		<b>18,815,304</b>		<b>19,537,138</b>		<b>20,300,029</b>		<b>21,254,792</b>		<b>22,374,015</b>		<b>23,438,643</b>	
<b>% Funded</b>	<b>100%</b>		<b>100%</b>		<b>100%</b>		<b>100%</b>		<b>100%</b>		<b>100%</b>		<b>100%</b>	
<b>Fund Balance Components</b>														
<b>Committed to:</b>														
Economic Uncertainty (20%)	13,730,673		15,052,243		15,629,711		16,240,024		17,003,834		17,899,212		18,750,915	
Secondary Reserve (5%)	3,432,668		3,763,061		3,907,428		4,060,006		4,250,958		4,474,803		4,687,729	
Pechanga IGA	342,164		343,148		360,305		378,321		397,237		417,099		397,237	
<b>Nonspendable:</b>														
Inventory/Prepays/Deposits	4,383		4,383											
<b>Assigned to:</b>														
Capital Projects	3,130,036		642,077		100,000		1,000,000		1,000,000		-		-	
<b>Unassigned:</b>	<b>10,088,055</b>		<b>7,965,977</b>		<b>6,479,125</b>		<b>4,168,180</b>		<b>2,346,264</b>		<b>2,585,090</b>		<b>2,507,840</b>	
<b>Total Fund Balance as of 6/30</b>	<b>30,727,979</b>		<b>27,770,889</b>		<b>26,476,568</b>		<b>25,846,530</b>		<b>24,998,293</b>		<b>25,376,204</b>		<b>26,343,720</b>	
Unassigned Fund Balance as % of Operating Expenditures	14.7%		10.6%		8.3%		5.1%		2.8%		2.9%		2.7%	



## GENERAL FUND REVENUE - FIVE YEAR PROJECTIONS

	FY 17-18 Actuals	FY 18-19 Revised Budget	% Chg From Prior Yr	FY 19-20 Proposed	% Chg From Prior Yr	FY 20-21 Estimates	% Chg From Prior Yr	FY 21-22 Estimates	% Chg From Prior Yr	FY 22-23 Estimates	% Chg From Prior Yr	FY 23-24 Estimates	% Chg From Prior Yr
<b>PLANNING</b>	524,272	705,248	34.5%	635,140	-9.9%	634,269	-0.1%	634,269	0.0%	634,269	0.0%	634,269	0.0%
<b>BUILDING</b>	1,647,986	1,478,743	-10.3%	1,738,340	17.6%	1,302,009	-25.1%	1,087,374	-16.5%	839,874	-22.8%	839,874	0.0%
<b>LAND DEVELOPMENT</b>	1,080,842	1,896,731	75.5%	795,548	-58.1%	568,466	-28.5%	568,466	0.0%	568,466	0.0%	568,466	0.0%
<b>PUBLIC WORKS</b>	5,068	700	-86.2%	-	-100.0%	-	0.0%	-	0.0%	-	0.0%	-	0.0%
<b>PARKS &amp; FACILITIES MAINTENANCE</b>													
Special Tax (Measure C)	1,877,254	1,876,279	-0.1%	1,876,279	0.0%	1,885,660	0.5%	1,895,089	0.5%	1,904,564	0.5%	1,914,087	0.5%
Lease Income	49,642	62,262	25.4%	64,200	3.1%	65,484	2.0%	66,794	2.0%	68,130	2.0%	69,492	2.0%
Plan Check and Inspection Fees	19,694	2,000	-89.8%	2,000	0.0%	2,040	2.0%	2,081	2.0%	2,122	2.0%	2,165	2.0%
<b>POLICE</b>													
Parking Citations	73,397	80,000	9.0%	80,000	0.0%	81,600	2.0%	83,232	2.0%	84,897	2.0%	86,595	2.0%
Miscellaneous	117,272	135,701	15.7%	135,701	0.0%	138,415	2.0%	141,183	2.0%	144,007	2.0%	146,887	2.0%
Vehicle Impound Fees	119,357	97,300	-18.5%	97,300	0.0%	99,246	2.0%	101,231	2.0%	103,256	2.0%	105,321	2.0%
Reimbursements	156,957	136,500	-13.0%	136,500	0.0%	139,230	2.0%	142,015	2.0%	144,855	2.0%	147,752	2.0%
<b>FIRE</b>													
Various	854,120	917,230	7.4%	867,617	-5.4%	799,904	-7.8%	799,904	0.0%	799,904	0.0%	799,904	0.0%
Grants	11,114	0	-100.0%	-	0.0%	-	0.0%	-	0.0%	-	0.0%	-	0.0%
<b>NON-DEPARTMENTAL</b>													
Residual RPTTF Distribution	155,767	100,000	-35.8%	100,000	0.0%	103,000	3.0%	106,090	3.0%	109,273	3.0%	112,551	3.0%
Property Tax (Secured)	6,678,472	7,005,717	4.9%	7,304,861	4.3%	7,524,007	3.0%	7,749,727	3.0%	7,982,219	3.0%	8,221,685	3.0%
Property Tax (Unsecured)	298,123	312,731	4.9%	326,085	4.3%	335,868	3.0%	345,944	3.0%	356,322	3.0%	367,012	3.0%
Supplemental Tax-AB 2345	174,817	135,000	-22.8%	139,000	3.0%	143,170	3.0%	147,465	3.0%	151,889	3.0%	156,446	3.0%
Property Transfer Tax	747,683	731,190	-2.2%	753,126	3.0%	775,720	3.0%	798,991	3.0%	822,961	3.0%	847,650	3.0%
Franchise Fees	3,363,832	3,336,935	-0.8%	3,351,304	0.4%	3,418,330	2.0%	3,486,697	2.0%	3,556,431	2.0%	3,627,559	2.0%
Transient Occupancy Tax	3,344,984	3,241,613	-3.1%	3,338,860	3.0%	3,405,637	2.0%	3,507,806	3.0%	3,613,041	3.0%	3,721,432	3.0%
Sales and Use Tax - State of Calif.	37,497,300	37,845,104	0.9%	37,981,346	0.4%	39,570,786	4.2%	41,153,618	4.0%	42,799,763	4.0%	44,511,753	4.0%
Less: Sales Tax Sharing Agreement	(821,804)	(1,301,469)	58.4%	(1,379,024)	6.0%	(1,447,976)	5.0%	(1,520,375)	5.0%	(1,596,393)	5.0%	(1,676,213)	5.0%
Homeowner Exemption	76,173	79,905	4.9%	83,317	4.3%	85,817	3.0%	88,391	3.0%	91,043	3.0%	93,774	3.0%
MVLFF- property tax in lieu	7,762,740	8,107,384	4.4%	8,447,894	4.2%	8,701,331	3.0%	8,962,371	3.0%	9,231,242	3.0%	9,508,179	3.0%
Motor Vehicle in Lieu- State	58,441	59,579	1.9%	55,415	-7.0%	56,523	2.0%	57,654	2.0%	58,807	2.0%	59,983	2.0%
Vehicle Code Fines	563,717	654,523	16.1%	672,320	2.7%	685,766	2.0%	699,482	2.0%	713,471	2.0%	727,741	2.0%
Bids & Proposals	6,675	6,300	-5.6%	6,426	2.0%	6,555	2.0%	6,686	2.0%	6,819	2.0%	6,956	2.0%
Business Licenses	278,747	290,000	4.0%	290,000	0.0%	295,800	2.0%	301,716	2.0%	307,750	2.0%	313,905	2.0%



## GENERAL FUND REVENUE - FIVE YEAR PROJECTIONS

	FY 17-18	FY 18-19	% Chg	FY 19-20	% Chg	FY 20-21	% Chg	FY 21-22	% Chg	FY 22-23	% Chg	FY 23-24	% Chg
	Actuals	Revised Budget	From Prior Yr	Proposed	From Prior Yr	Estimates	From Prior Yr	Estimates	From Prior Yr	Estimates	From Prior Yr	Estimates	From Prior Yr
Right of way advertising	22,680	23,400	3.2%	25,200	7.7%	25,704	2.0%	26,218	2.0%	26,742	2.0%	27,277	2.0%
Miscellaneous	119,703	23,150	-80.7%	37,180	60.6%	37,924	2.0%	38,682	2.0%	39,456	2.0%	40,245	2.0%
Investment Interest	311,056	300,000	-3.6%	270,000	-10.0%	275,400	2.0%	280,908	2.0%	286,526	2.0%	292,257	2.0%
Rental Income	105,460	107,844	2.3%	110,000	2.0%	112,200	2.0%	114,444	2.0%	116,733	2.0%	119,068	2.0%
Reimbursements - Miscellaneous	165,768	45,000	-72.9%	83,604	85.8%	85,276	2.0%	86,982	2.0%	88,721	2.0%	90,496	2.0%
Reimbursements - Roripaugh Services CFD			0.0%	22,750	0.0%	45,500	100.0%	68,250	50.0%	91,000	33.3%	109,200	20.0%
Reimbursements - Cypress Ridge CFD			0.0%	37,503	0.0%	75,006	100.0%	113,435	51.2%	113,435	0.0%	113,435	0.0%
Reimbursements - Capital Improvement Program	319,779	2,474,844	673.9%	2,345,933	-5.2%	263,490	-88.8%	271,395	3.0%	279,537	3.0%	287,923	3.0%
Reimbursements - Pechanga IGA	1,733,247	342,164	-80.3%	343,148	0.3%	360,305	5.0%	378,321	5.0%	397,237	5.0%	417,099	5.0%
Operating Transfer In - Gas Tax	1,127,249	2,405,859	113.4%	2,956,887	22.9%	3,016,025	2.0%	3,076,345	2.0%	3,137,872	2.0%	3,200,630	2.0%
Operating Transfer In - COPS	236,456	186,800	-21.0%	195,000	4.4%	195,000	0.0%	195,000	0.0%	195,000	0.0%	195,000	0.0%
Operating Transfer In - Measure S Fund	4,994,180	5,496,813	10.1%	5,735,418	4.3%	9,369,264	63.4%	11,559,209	23.4%	14,696,457	27.1%	16,013,144	9.0%
Lease Income	7,501	7,500	0.0%	7,650	2.0%	7,803	2.0%	7,959	2.0%	8,118	2.0%	8,281	2.0%
State Mandated Cost Reimbursement	17,117	29,000	69.4%	29,000	0.0%	29,000	0.0%	29,000	0.0%	29,000	0.0%	29,000	0.0%
WRCOG BEYOND Grant	66,936		-100.0%	-	0.0%	-	0.0%	-	0.0%	-	0.0%	-	0.0%
SB1186 Reimbursement	2,865	3,702	29.2%	-	-100.0%	-	0.0%	-	0.0%	-	0.0%	-	0.0%
AB1379 Collection State Imposed \$4 Fee	-	28,800	0.0%	28,800	0.0%	28,800	0.0%	28,800	0.0%	28,800	0.0%	28,800	0.0%
Change in Fair Value of Investments	(325,099)	0	-100.0%	-	0.0%	-	0.0%	-	0.0%	-	0.0%	-	0.0%
<b>TOTAL</b>	<b>75,890,856</b>	<b>79,468,082</b>	<b>4.7%</b>	<b>80,127,628</b>	<b>0.8%</b>	<b>83,303,354</b>	<b>4.0%</b>	<b>87,688,847</b>	<b>5.3%</b>	<b>93,033,614</b>	<b>6.1%</b>	<b>96,887,077</b>	<b>4.1%</b>



**City of Temecula**  
**Fiscal Year 2019-20**  
**Annual Operating Budget**

## GENERAL FUND 5 - YEAR EXPENDITURE PROJECTIONS

		17-18		18-19		19-20		20-21		21-22		22-23		23-24	
		Actuals	% Change	Revised Budget	% Change	Budget	% Change	Projection	% Change	Projection	% Change	Projection	% Change	Projection	% Change
City Council:	Salaries	121,829	3.6%	138,870	14.0%	137,610	-0.9%	141,738	3.0%	145,990	3.0%	150,370	3.0%	154,881	3.0%
	O&M	125,070	-5.8%	169,641	35.6%	184,641	8.8%	188,334	2.0%	192,100	2.0%	195,943	2.0%	199,861	2.0%
	ISF	145,580	9.2%	211,398	45.2%	250,592	18.5%	258,110	3.0%	265,853	3.0%	273,829	3.0%	282,044	3.0%
		<b>392,479</b>	2.3%	<b>519,909</b>	32.5%	<b>572,843</b>	10.2%	<b>588,182</b>	2.7%	<b>603,944</b>	2.7%	<b>620,141</b>	2.7%	<b>636,786</b>	2.7%
Community Support		<b>107,000</b>	31.3% 0.0%	<b>125,000</b>	16.8%	<b>125,000</b>	0.0%	<b>127,500</b>	2.0%	<b>130,050</b>	2.0%	<b>132,651</b>	2.0%	<b>135,304</b>	2.0%
City Manager:	Salaries	991,503	8.3%	944,820	-4.7%	1,025,680	8.6%	1,056,450	3.0%	1,088,144	3.0%	1,120,788	3.0%	1,154,412	3.0%
	Project Salaries	22,938	25.8%	38,101	66.1%	12,300	-67.7%	12,669	3.0%	13,049	3.0%	13,441	3.0%	13,844	3.0%
	O&M	210,056	-0.1%	268,451	27.8%	210,451	-21.6%	214,660	2.0%	218,953	2.0%	223,332	2.0%	227,799	2.0%
	ISF	204,268	6.7%	250,930	22.8%	293,365	16.9%	302,166	3.0%	311,231	3.0%	320,568	3.0%	330,185	3.0%
		<b>1,428,765</b>	6.9%	<b>1,502,302</b>	5.1%	<b>1,541,796</b>	2.6%	<b>1,585,945</b>	2.9%	<b>1,631,377</b>	2.9%	<b>1,678,129</b>	2.9%	<b>1,726,239</b>	2.9%
Economic Dev.	Salaries	470,483	-7.0%	649,327	38.0%	684,442	5.4%	704,975	3.0%	726,125	3.0%	747,908	3.0%	770,346	3.0%
	Project Salaries	51,722	317.5%	26,742	-48.3%	16,948	-36.6%	17,456	3.0%	17,980	3.0%	18,520	3.0%	19,075	3.0%
	O&M	448,330	21.7%	428,402	-4.4%	483,401	12.8%	493,069	2.0%	502,930	2.0%	512,989	2.0%	523,249	2.0%
	ISF	321,353	178.6%	408,828	27.2%	387,869	-5.1%	399,505	3.0%	411,490	3.0%	423,835	3.0%	436,550	3.0%
		<b>1,291,888</b>	28.9%	<b>1,513,299</b>	17.1%	<b>1,572,660</b>	3.9%	<b>1,615,006</b>	2.7%	<b>1,658,525</b>	2.7%	<b>1,703,252</b>	2.7%	<b>1,749,219</b>	2.7%
Emerg Mgmt	Salaries	87,104	-14.4%	158,443	81.9%	61,662	-61.1%	63,512	3.0%	65,417	3.0%	67,380	3.0%	69,401	3.0%
	Project Salaries	11,665	4057.0%	29,614	153.9%	29,888	0.9%	30,785	3.0%	31,708	3.0%	32,659	3.0%	33,639	3.0%
	O&M	8,783	132.0%	13,533	54.1%	13,533	0.0%	13,804	2.0%	14,080	2.0%	14,361	2.0%	14,649	2.0%
	ISF	16,985	5.7%	52,596	209.7%	52,188	-0.8%	53,754	3.0%	55,366	3.0%	57,027	3.0%	58,738	3.0%
		<b>124,536</b>	2.2%	<b>254,186</b>	104.1%	<b>157,271</b>	-38.1%	<b>161,854</b>	2.9%	<b>166,571</b>	2.9%	<b>171,428</b>	2.9%	<b>176,427</b>	2.9%
City Clerk:	Salaries	738,764	2.3%	814,934	10.3%	838,607	2.9%	863,765	3.0%	889,678	3.0%	916,369	3.0%	943,860	3.0%
	Project Salaries	13,579	0.0%	12,030	-11.4%	13,023	8.3%	13,414	3.0%	13,816	3.0%	14,231	3.0%	14,658	3.0%
	O&M	89,678	-50.2%	254,594	183.9%	254,594	0.0%	259,686	2.0%	264,880	2.0%	270,177	2.0%	275,581	2.0%
	ISF	262,462	5.6%	309,311	17.8%	327,096	5.7%	336,909	3.0%	347,016	3.0%	357,427	3.0%	368,149	3.0%
		<b>1,104,483</b>	-4.0%	<b>1,390,869</b>	25.9%	<b>1,433,320</b>	3.1%	<b>1,473,774</b>	2.8%	<b>1,515,390</b>	2.8%	<b>1,558,203</b>	2.8%	<b>1,602,247</b>	2.8%
City Attorney (Contract)		<b>977,221</b>	32.2%	<b>942,300</b>	-3.6%	<b>942,300</b>	0.0%	<b>961,146</b>	2.0%	<b>980,369</b>	2.0%	<b>999,976</b>	2.0%	<b>1,019,976</b>	2.0%
Finance	Salaries	1,747,133	8.1%	1,806,202	3.4%	1,881,750	4.2%	1,938,203	3.0%	1,996,349	3.0%	2,056,239	3.0%	2,117,926	3.0%
	Project Salaries	14,485	-52.3%	70,746	388.4%	131,196	85.4%	135,132	3.0%	139,186	3.0%	143,361	3.0%	147,662	3.0%
	O&M	133,114	-15.5%	242,485	82.2%	226,454	-6.6%	230,983	2.0%	235,603	2.0%	240,315	2.0%	245,121	2.0%
	ISF	433,043	4.8%	462,734	6.9%	514,204	11.1%	529,630	3.0%	545,519	3.0%	561,885	3.0%	578,741	3.0%
		<b>2,327,775</b>	5.0%	<b>2,582,167</b>	10.9%	<b>2,753,604</b>	6.6%	<b>2,833,948</b>	2.9%	<b>2,916,656</b>	2.9%	<b>3,001,800</b>	2.9%	<b>3,089,451</b>	2.9%



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## GENERAL FUND 5 - YEAR EXPENDITURE PROJECTIONS

		17-18		18-19		19-20		20-21		21-22		22-23		23-24	
		Actuals	% Change	Revised Budget	% Change	Budget	% Change	Projection	% Change	Projection	% Change	Projection	% Change	Projection	% Change
HR	Salaries	566,958	27.8%	640,415	13.0%	649,117	1.4%	668,591	3.0%	688,648	3.0%	709,308	3.0%	730,587	3.0%
	Project Salaries	128	-99.6%	19,431	15075.7%	19,046	-2.0%	19,617	3.0%	20,206	3.0%	20,812	3.0%	21,436	3.0%
	O&M	245,009	58.0%	405,823	65.6%	424,823	4.7%	433,319	2.0%	441,986	2.0%	450,826	2.0%	459,842	2.0%
	ISF	167,443	57.5%	121,347	-27.5%	170,327	40.4%	175,437	3.0%	180,700	3.0%	186,121	3.0%	191,705	3.0%
		<b>979,538</b>	<b>33.2%</b>	<b>1,187,016</b>	<b>21.2%</b>	<b>1,263,313</b>	<b>6.4%</b>	<b>1,296,964</b>	<b>2.7%</b>	<b>1,331,540</b>	<b>2.7%</b>	<b>1,367,066</b>	<b>2.7%</b>	<b>1,403,570</b>	<b>2.7%</b>
Planning:	Salaries	1,304,228	16.3%	1,380,524	5.8%	1,373,823	-0.5%	1,415,038	3.0%	1,457,489	3.0%	1,501,213	3.0%	1,546,250	3.0%
	Project Salaries	6,725	-83.0%	12,638	87.9%	21,000	66.2%	21,630	3.0%	22,279	3.0%	22,947	3.0%	23,636	3.0%
	O&M	287,185	35.2%	646,456	125.1%	669,129	3.5%	682,512	2.0%	696,162	2.0%	710,085	2.0%	724,287	2.0%
	ISF	459,018	8.9%	470,046	2.4%	526,245	12.0%	542,032	3.0%	558,293	3.0%	575,042	3.0%	592,293	3.0%
		<b>2,057,156</b>	<b>14.6%</b>	<b>2,509,664</b>	<b>22.0%</b>	<b>2,590,197</b>	<b>3.2%</b>	<b>2,661,212</b>	<b>2.7%</b>	<b>2,734,223</b>	<b>2.7%</b>	<b>2,809,288</b>	<b>2.7%</b>	<b>2,886,466</b>	<b>2.7%</b>
Code Enforcement	Salaries	486,500	11.3%	633,826	30.3%	632,684	-0.2%	651,665	3.0%	671,214	3.0%	691,351	3.0%	712,091	3.0%
	O&M	107,512	196.2%	159,399	48.3%	158,364	-0.6%	161,531	2.0%	164,762	2.0%	168,057	2.0%	171,418	2.0%
	ISF	122,051	10.5%	158,484	29.9%	173,117	9.2%	178,311	3.0%	183,660	3.0%	189,170	3.0%	194,845	3.0%
		<b>716,063</b>	<b>22.6%</b>	<b>951,709</b>	<b>32.9%</b>	<b>964,165</b>	<b>1.3%</b>	<b>991,506</b>	<b>2.8%</b>	<b>1,019,636</b>	<b>2.8%</b>	<b>1,048,578</b>	<b>2.8%</b>	<b>1,078,354</b>	<b>2.8%</b>
Building & Safety	Salaries	1,208,657	7.3%	1,509,498	24.9%	1,612,356	6.8%	1,660,727	3.0%	1,710,548	3.0%	1,761,865	3.0%	1,814,721	3.0%
	Project Salaries	51,250	-12.8%	42,753	-16.6%	-	-100.0%	-	0.0%	-	0.0%	-	0.0%	-	0.0%
	O&M	247,321	-3.3%	415,669	68.1%	358,720	-13.7%	365,894	2.0%	373,212	2.0%	380,677	2.0%	388,290	2.0%
	ISF	234,354	2.1%	300,510	28.2%	356,056	18.5%	366,738	3.0%	377,740	3.0%	389,072	3.0%	400,744	3.0%
		<b>1,741,582</b>	<b>4.2%</b>	<b>2,268,430</b>	<b>30.3%</b>	<b>2,327,132</b>	<b>2.6%</b>	<b>2,393,359</b>	<b>2.8%</b>	<b>2,461,501</b>	<b>2.8%</b>	<b>2,531,613</b>	<b>2.8%</b>	<b>2,603,755</b>	<b>2.8%</b>
Land Development:	Salaries	1,281,069	15.3%	1,262,218	-1.5%	1,359,041	7.7%	1,399,812	3.0%	1,441,807	3.0%	1,485,061	3.0%	1,529,613	3.0%
	Project Salaries	28,877	-43.2%	39,482	36.7%	25,559	-35.3%	26,326	3.0%	27,116	3.0%	27,929	3.0%	28,767	3.0%
	O&M	46,936	48.3%	174,686	272.2%	174,205	-0.3%	177,689	2.0%	181,243	2.0%	184,868	2.0%	188,565	2.0%
	ISF	309,731	26.2%	285,271	-7.9%	340,168	19.2%	350,373	3.0%	360,884	3.0%	371,711	3.0%	382,862	3.0%
		<b>1,666,614</b>	<b>15.8%</b>	<b>1,761,657</b>	<b>5.7%</b>	<b>1,898,973</b>	<b>7.8%</b>	<b>1,954,200</b>	<b>2.9%</b>	<b>2,011,049</b>	<b>2.9%</b>	<b>2,069,568</b>	<b>2.9%</b>	<b>2,129,807</b>	<b>2.9%</b>
Public Works:	Salaries	2,309,995	-1.5%	2,364,381	2.4%	2,444,089	3.4%	2,517,412	3.0%	2,592,934	3.0%	2,670,722	3.0%	2,750,844	3.0%
	Project Salaries	3,250	2.7%	52,453	1513.9%	43,772	-16.6%	45,085	3.0%	46,438	3.0%	47,831	3.0%	49,266	3.0%
	O&M	2,094,008	-7.8%	2,931,607	40.0%	2,657,415	-9.4%	2,710,563	2.0%	2,764,775	2.0%	2,820,070	2.0%	2,876,471	2.0%
	Capital Outlay			185,078		250,000									
	ISF	711,930	12.2%	801,228	12.5%	855,039	6.7%	880,690	3.0%	907,111	3.0%	934,324	3.0%	962,354	3.0%
		<b>5,119,183</b>	<b>-2.6%</b>	<b>6,334,747</b>	<b>23.7%</b>	<b>6,250,315</b>	<b>-1.3%</b>	<b>6,153,750</b>	<b>-1.5%</b>	<b>6,311,257</b>	<b>2.6%</b>	<b>6,472,947</b>	<b>2.6%</b>	<b>6,638,935</b>	<b>2.6%</b>



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## GENERAL FUND 5 - YEAR EXPENDITURE PROJECTIONS

		17-18		18-19		19-20		20-21		21-22		22-23		23-24	
		Actuals	% Change	Revised Budget	% Change	Budget	% Change	Projection	% Change	Projection	% Change	Projection	% Change	Projection	% Change
CIP Admin:	Salaries	1,401,002	-9.2%	2,140,784	52.8%	2,075,995	-3.0%	2,138,275	3.0%	2,202,423	3.0%	2,268,496	3.0%	2,336,551	3.0%
	Project Salaries	22,997	0.0%	56,174	144.3%	6,512	-88.4%	6,707	3.0%	6,909	3.0%	7,116	3.0%	7,329	3.0%
	O&M	197,986	831.6%	79,829	-59.7%	79,214	-0.8%	80,798	2.0%	82,414	2.0%	84,063	2.0%	85,744	2.0%
	ISF	239,754	3.2%	229,402	-4.3%	255,816	11.5%	263,490	3.0%	271,395	3.0%	279,537	3.0%	287,923	3.0%
		<b>1,861,739</b>	<b>3.7%</b>	<b>2,506,189</b>	<b>34.6%</b>	<b>2,417,537</b>	<b>-3.5%</b>	<b>2,489,271</b>	<b>3.0%</b>	<b>2,563,141</b>	<b>3.0%</b>	<b>2,639,211</b>	<b>3.0%</b>	<b>2,717,547</b>	<b>3.0%</b>
Parks Maint	Salaries	792,867	27.2%	938,139	18.3%	853,035	-9.1%	878,626	3.0%	904,985	3.0%	932,134	3.0%	960,098	3.0%
	Project Salaries	58,160	321.0%	89,817	54.4%	46,895	-47.8%	48,302	3.0%	49,751	3.0%	51,243	3.0%	52,781	3.0%
	O&M	2,711,945	6.7%	2,778,282	2.4%	2,837,847	2.1%	2,894,604	2.0%	2,952,496	2.0%	3,011,546	2.0%	3,071,777	2.0%
	ISF	227,152	12.7%	200,539	-11.7%	220,730	10.1%	227,352	3.0%	234,172	3.0%	241,198	3.0%	248,434	3.0%
		<b>3,790,123</b>	<b>12.1%</b>	<b>4,006,777</b>	<b>5.7%</b>	<b>3,958,507</b>	<b>-1.2%</b>	<b>4,048,884</b>	<b>2.3%</b>	<b>4,141,404</b>	<b>2.3%</b>	<b>4,236,121</b>	<b>2.3%</b>	<b>4,333,090</b>	<b>2.3%</b>
Police:	Salaries	46,023	-8.3%	58,817	27.8%	42,249	-28.2%	43,094	2.0%	43,956	2.0%	44,835	2.0%	45,732	2.0%
	Project Salaries	61,154	15.0%	67,065	9.7%	88,220	31.5%	89,984	2.0%	91,784	2.0%	93,620	2.0%	95,492	2.0%
	Contract	29,249,722	17.0%	31,306,990	7.0%	32,872,339	5.0%	34,892,405	6.1%	37,032,297	6.1%	39,713,983	7.2%	42,135,469	6.1%
	O&M-contract	646,314	5.8%	682,941	5.7%	750,041	9.8%	771,892	2.9%	794,440	2.9%	817,708	2.9%	841,721	2.9%
	Capital Outlay	121,740	8.9%	140,366	15.3%	57,000	-59.4%	80,000	40.4%	80,000	0.0%	80,000	0.0%	80,000	0.0%
	ISF	422,816	38.0%	385,401	-8.8%	402,474	4.4%	414,548	3.0%	426,985	3.0%	439,794	3.0%	452,988	3.0%
	O&M	513,747	-0.4%	359,814	-30.0%	648,114	80.1%	661,076	2.0%	674,298	2.0%	687,784	2.0%	701,539	2.0%
		<b>31,061,517</b>	<b>16.6%</b>	<b>33,001,394</b>	<b>6.2%</b>	<b>34,860,437</b>	<b>5.6%</b>	<b>36,953,000</b>	<b>6.0%</b>	<b>39,143,760</b>	<b>5.9%</b>	<b>41,877,724</b>	<b>7.0%</b>	<b>44,352,941</b>	<b>5.9%</b>
Fire	Capital outlay	9,343	0.0%	-	-100.0%	-	0.0%	-	0.0%	-	0.0%	-	0.0%	-	0.0%
	Grants	10,643	-25.1%	124,514	1069.9%	20,642	-83.4%	-	-100.0%	-	0.0%	-	0.0%	-	0.0%
	Salaries	425,394	58.2%	448,661	5.5%	483,576	7.8%	498,083	3.0%	513,026	3.0%	528,417	3.0%	544,269	3.0%
	Project Salaries	15,672	-44.7%	17,599	12.3%	18,581	5.6%	19,138	3.0%	19,713	3.0%	20,304	3.0%	20,913	3.0%
	Contract Fire Suppression	5,736,295	44.2%	6,873,471	19.8%	7,580,271	10.3%	7,791,426	2.8%	8,425,139	8.1%	9,094,936	7.9%	9,823,668	8.0%
	Contract Fire Prevention	581,048	17.2%	836,044	43.9%	836,044	0.0%	836,044	0.0%	877,846	5.0%	921,739	5.0%	967,825	5.0%
	O&M	582,531	29.4%	754,157	29.5%	745,462	-1.2%	767,826	3.0%	790,861	3.0%	814,586	3.0%	839,024	3.0%
	ISF	246,758	22.7%	514,923	108.7%	576,359	11.9%	593,650	3.0%	611,459	3.0%	629,803	3.0%	648,697	3.0%
		<b>7,607,685</b>	<b>39.9%</b>	<b>9,569,369</b>	<b>25.8%</b>	<b>10,260,935</b>	<b>7.2%</b>	<b>10,506,167</b>	<b>2.4%</b>	<b>11,238,043</b>	<b>7.0%</b>	<b>12,009,784</b>	<b>6.9%</b>	<b>12,844,397</b>	<b>6.9%</b>
Animal Control		120,000	0.0%	319,545	166.3%	352,255	10.2%	355,778	1.0%	359,335	1.0%	362,929	1.0%	366,558	1.0%
Animal Control - Debt Service		340,280	-0.8%	106,027	-68.8%	122,980	16.0%	124,210	1.0%	125,452	1.0%	126,706	1.0%	127,973	1.0%
		<b>460,280</b>	<b>-0.6%</b>	<b>425,572</b>	<b>-7.5%</b>	<b>475,235</b>	<b>11.7%</b>	<b>479,987</b>	<b>1.0%</b>	<b>484,787</b>	<b>1.0%</b>	<b>489,635</b>	<b>1.0%</b>	<b>494,531</b>	<b>1.0%</b>



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## GENERAL FUND 5 - YEAR EXPENDITURE PROJECTIONS

	17-18		18-19		19-20		20-21		21-22		22-23		23-24	
	Actuals	% Change	Revised Budget	% Change	Budget	% Change	Projection	% Change	Projection	% Change	Projection	% Change	Projection	% Change
<u>Non-Departmental:</u>														
Audi Reimbursement	285,393	0.0%	-	-100.0%	-	0.0%	-	0.0%	-	0.0%	-	0.0%	-	0.0%
Retiree Medical Contribution	3,329,927	114.2%	1,627,325	-51.1%	1,500,000	-7.8%	1,545,000	3.0%	1,591,350	3.0%	1,639,091	3.0%	1,688,263	3.0%
PERs Replacement Benefit	112,962	36.8%	97,484	-13.7%	97,484	0.0%	99,434	2.0%	101,422	2.0%	103,451	2.0%	105,520	2.0%
Capital Project O&M Costs		0.0%	-	0.0%	-	0.0%	91,934	0.0%	92,434	0.5%	142,944	54.6%	145,484	1.8%
Staffing Continuity Reserve	39,827	0.0%	100,000	151.1%	100,000	0.0%	100,000	0.0%	100,000	0.0%	100,000	0.0%	100,000	0.0%
Prop. Tax Admin	69,628	-11.1%	83,852	20.4%	85,529	2.0%	88,095	3.0%	90,738	3.0%	93,460	3.0%	96,264	3.0%
	<b>3,837,738</b>	-58.6%	<b>1,908,661</b>	-50.3%	<b>1,783,013</b>	-6.6%	<b>1,924,463</b>	7.9%	<b>1,975,944</b>	2.7%	<b>2,078,945</b>	5.2%	<b>2,135,531</b>	2.7%
<b>Total General Fund Expenditures</b>	<b>68,653,363</b>		<b>75,261,216</b>	9.6%	<b>78,148,553</b>	3.8%	<b>81,200,118</b>	3.9%	<b>85,019,169</b>	4.7%	<b>89,496,062</b>	5.3%	<b>93,754,573</b>	4.8%
Prior Version (FY18-19 Adopted Budget)					79,912,198		83,540,977		87,424,183		91,061,733		91,061,733	



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## MEASURE S FUND - FIVE YEAR FINANCIAL PROJECTION

	2017-18 Actuals	2018-19 Revised	2019-20 Projection	2020-21 Projection	2021-22 Projection	2022-23 Projection	2023-24 Projection
<b>Revenue</b>							
Estimated Annual Growth Rate			2.0%	2.5%	3.0%	3.5%	3.5%
Sales Tax	27,197,565	27,200,000	27,744,000	28,437,600	29,290,728	30,315,903	31,376,960
Operating Transfer In (from CIP)		503,165					
Investment Interest	37,672	37,000	40,000	40,800	41,616	42,448	43,297
<b>Total Revenue</b>	<b>27,235,237</b>	<b>27,740,165</b>	<b>27,784,000</b>	<b>28,478,400</b>	<b>29,332,344</b>	<b>30,358,352</b>	<b>31,420,257</b>
% Growth over Prior Year		1.9%	0.2%	2.5%	3.0%	3.5%	3.5%
<b>Transfers Out - Operating Expenditures</b>							
<b><u>Public Safety</u></b>							
Police Staffing	3,202,895	3,268,080	3,774,632	4,323,670	4,918,174	5,958,557	6,673,584
Fire Staffing	849,224	-	-	-	-	-	-
Fire Staffing (Station 95)	868,030	1,628,557	1,711,857	1,794,308	1,887,322	1,981,688	2,080,773
Public Safety Subsidy		-	-	3,000,000	4,500,000	6,500,000	7,000,000
Fire - Ladder Truck Replacement	650,000	650,000	-	-	-	-	-
Fire - ISF (4 Inspect. Vehicles & Ladder Truck)		170,390	170,390	170,390	170,390	170,390	170,390
IT - Citywide Surveillance Cameras O&M			160,000	260,000	260,000	260,000	260,000
<b><u>Asset Management</u></b>		-					
IT - Asset Management Software	135,251	450,000	-	-	-	-	-
IT - TCSD Class Registration Software	55,000	-	-	-	-	-	-
IT - Security Audit/Records Transparency/Office Training	40,000	-	-	-	-	-	-
Reserve Fund Contribution - Fleet Replacement Fund (310)		500,000	500,000	500,000	-	-	-
Reserve Fund Contribution - Tech. Replacement Fund (325)		500,000	500,000	500,000	500,000	500,000	500,000
<b><u>General Services</u></b>		-					
TCSD Operations (subsidy)	5,341,503	6,211,702	7,989,182	8,069,645	8,268,946	8,473,395	8,683,134
Library (subsidy)	770,734	662,527	921,203	948,839	977,304	1,006,623	1,036,822
Service Level B-Residential Streetlights (subsidy)	360,251	62,661	71,037	73,168	75,363	77,624	79,953
MRC Operations		-		265,000	545,900	562,277	579,145
Public Works - Enhanced Custodial Svcs	74,031	76,252	78,539	80,896	83,323	85,822	88,397
<b>Total Operating Expenditures</b>	<b>12,346,919</b>	<b>14,180,169</b>	<b>15,876,840</b>	<b>19,985,916</b>	<b>22,186,722</b>	<b>25,576,377</b>	<b>27,152,198</b>
% Growth over Prior Year		15%	12.0%	25.9%	11.0%	15.3%	6.2%
Excess of Revenues Over/(Under) Operating Expenditures	14,888,318	13,559,996	11,907,160	8,492,484	7,145,622	4,781,975	4,268,059
<b>Amount Available for CIP</b>	<b>15,124,520</b>	<b>16,872,948</b>	<b>15,220,112</b>	<b>10,162,653</b>	<b>10,249,635</b>	<b>4,957,033</b>	<b>4,673,092</b>



**City of Temecula  
Fiscal Year 2019-20  
Annual Operating Budget**

## MEASURE S FUND - FIVE YEAR FINANCIAL PROJECTION

	2017-18 Actuals	2018-19 Revised	2019-20 Projection	2020-21 Projection	2021-22 Projection	2022-23 Projection	2023-24 Projection
<b>Transfers Out - Capital Improvement Program</b>							
Reserve Fund Contribution - Street Maintenance Fund (103)		1,400,000	1,500,000	2,000,000	2,000,000	2,000,000	2,000,000
Reserve Fund Contribution - Facilities Replacement Fund (350)		500,000	500,000	500,000	500,000	500,000	500,000
Citywide Concrete Repairs	10,474	-					
American with Disability Transition (ADA) update	21,000	-					
Bike Lane and Trail Program - Temecula Creek South Side Trail			571,000				
Children's Museum Enhancement Project		400,000					
Cherry Street Extension and Murrieta Creek Low-Flow Crossing to Diaz Road		-	180,000	316,000			
Citywide Drainage Master Plan		-	720,000			-	
Citywide Financial System Upgrade			613,184				
Citywide Streetlight Acquisition LED Conversion		4,700,000	800,000				
Citywide Surveillance Cameras	451,702	296,536	720,347	150,000	-		
Community Recreation Center (CRC) Pool Site Enhancement and Renovations	410,000	1,450,000	-	-	-		
Community Recreation Center Renovation	503,165		500,000		1,600,000		
Community Services Master Plan		276,200	-				
Diaz Road Expansion (Rancho Cal to Cherry St)		82,923	80,000		3,337,077		
Eagle Soar Splash Pad Control System Renovation		-	300,000				
Expanded Recycled Water & Plant Material Conversion Project	142,010	-	-	-	-		
Fiber Optic Communication System Upgrades	113,000			-	-		
Fire Station 73 - Gym/Garage		-	254,000				
Fire Station 84 Training Room Improvement and Expansion	166,750	500,000	-	-	-		
Flashing Beacons and Speed Advisory Signs	30,000	32,000	32,000	32,000	32,000	32,000	32,000
French Valley Parkway / I-15 Over-Crossing and Interchange Improvements-Phase I	65,000	-	-	-	-		
French Valley Parkway / I-15 Over-Crossing and Interchange Improvements-Phase II	227,000	227,000	1,971,845	1,865,640	-		
French Valley Parkway / I-15 Over-Crossing and Interchange Improvements-Phase III		150,000	-	-	-		
Flood Control Channel Reconstruction and Repair	280,000	517,427	442,049	-			
Interstate 15 Branding and Visioning- Conceptual Landscape Corridor Plan	100,000	341,350	47,133	-	446,200		
Library Parking Phase II	423,415	523,927	-	-	-		
Margarita Recreation Center	646,773	747,735	720,000	-	-	-	
Median and Ornamental Safety Enhancements - Citywide	100,000	131,900	-	260,000	-	270,000	
Overhead Street Name Sign Replacement Program-Citywide		100,000	100,000	-			
Parks Improvement Program	200,000	200,000	250,000	250,000	250,000	250,000	250,000
Park Restrooms Expansion, Renovations and ADA Improvements	197,800	-	780,000		-	-	
Patricia H Birdsall Sports Park Synthetic Turf Enhancement	1,000,000	-	-	-	-		
Pedestrian Signal Equipment Upgrade - Citywide		38,000					
Playground Equipment Enhancement and Safety Surfacing	-	1,077,649	500,000	500,000	500,000	500,000	500,000
Ronald Reagan Sports Park Restroom Expansion and Renovation	725,000	-	-	-	-		



**City of Temecula  
Fiscal Year 2019-20  
Annual Operating Budget**

## MEASURE S FUND - FIVE YEAR FINANCIAL PROJECTION

	2017-18 Actuals	2018-19 Revised	2019-20 Projection	2020-21 Projection	2021-22 Projection	2022-23 Projection	2023-24 Projection
Ronald H. Roberts Temecula Public Library Enhancement Project		-	164,504	-	-		
Santa Gertrudis Creek Pedestrian/Bicycle Trail Extension and Interconnect		821,899	957,709				
Santa Gertrudis Creek Phase II - Margarita Under-Crossing			433,000	50,000	399,300		
Sam Hicks Monument Park Playground Enhancement	-	-	-	-	-		
Sidewalks - Citywide	350,000	-	658,596	500,000	500,000	500,000	500,000
Sidewalks - Old Town Boardwalk Enhancement	300,000	260,000	164,527				
Sidewalks - Old Town Improvement Project	400,000	-					
Sidewalks - Sixth Street Improvements	126,264	-	-	-	-		
Sports Court Resurfacing		100,000		50,000		50,000	
Sports Field Lighting LED Conversion	250,000	-	280,000		-		
Temecula Park and Ride	400,000	-					
Temecula Valley Convention & Visitors Bureau Tenant Improvements		50,000					
Traffic Signal Equipment Enhancement Program - Citywide	560,000	355,000	435,000	285,000	210,000	150,000	260,000
Traffic Signal Installation – Citywide		-	300,000	300,000	300,000	300,000	300,000
Traffic Signal Park and Ride Access Improvements		50,505	80,444				
Traffic Signal System Upgrade		38,000	54,390				
Utility Undergrounding - Citywide	244,375	-	-	-	-		
<b>Total CIP Project Expenditures</b>	<b>8,443,728</b>	<b>15,368,051</b>	<b>15,109,728</b>	<b>7,058,640</b>	<b>10,074,577</b>	<b>4,552,000</b>	<b>4,342,000</b>
Excess of Revenues Over/(Under) Total Expenditures	6,444,590	(1,808,055)	(3,202,568)	1,433,844	(2,928,955)	229,975	(73,941)
<b>Fund Balance, Beginning of Year</b>	<b>236,202</b>	<b>6,680,792</b>	<b>4,872,737</b>	<b>1,670,169</b>	<b>3,104,013</b>	<b>175,058</b>	<b>405,033</b>
<b>Fund Balance, End of Year</b>	<b>6,680,792</b>	<b>4,872,737</b>	<b>1,670,169</b>	<b>3,104,013</b>	<b>175,058</b>	<b>405,033</b>	<b>331,092</b>



TEMECULA COMMUNITY SERVICES DISTRICT - FIVE YEAR FINANCIAL PROJECTION

	FY17-18		FY18-19		FY19-20		FY20-21		FY21-22		FY22-23		FY23-24	
	Actuals	% Change	Revised Budget	% Change	Proposed Budget	% Change	Projected Budget	% Change	Projected Budget	% Change	Projected Budget	% Change	Projected Budget	% Change
TCSD Base Revenues	4,476,816	1.9%	4,405,368	0.5%	4,370,301	-0.3%	4,523,262	3.5%	4,681,576	3.5%	4,845,431	3.5%	5,015,021	3.5%
Measure S Contribution	5,341,503	0.0%	6,211,702	3.3%	7,989,182	31.5%	8,069,645	1.0%	8,268,946	2.5%	8,473,395	2.5%	8,683,134	2.5%
<b>Total Revenues</b>	<b>9,818,319</b>	<b>13.3%</b>	<b>10,617,070</b>	<b>2.0%</b>	<b>12,359,483</b>	<b>18.3%</b>	<b>12,592,907</b>	<b>1.9%</b>	<b>12,950,522</b>	<b>2.8%</b>	<b>13,318,826</b>	<b>2.8%</b>	<b>13,698,155</b>	<b>2.8%</b>
<b>Expenditures by Division</b>														
TCSD Operations	2,242,447	8.3%	2,578,270	2.5%	3,264,526	28.8%	3,360,210	2.9%	3,475,880	3.4%	3,595,681	3.4%	3,719,766	3.5%
Senior Center Maintenance	107,434	18.6%	115,815	1.4%	121,084	5.8%	124,048	2.4%	127,088	2.5%	130,206	2.5%	133,403	2.5%
Senior Center Operations	241,363	26.2%	407,281	1.5%	361,243	-10.4%	371,802	2.9%	382,672	2.9%	393,862	2.9%	405,382	2.9%
Community Rec Center Maintenance	265,373	-13.0%	313,717	0.6%	318,023	1.9%	325,349	2.3%	332,851	2.3%	340,532	2.3%	348,398	2.3%
Community Rec Center Operations	699,991	20.2%	752,129	1.6%	705,466	-4.7%	725,299	2.8%	745,700	2.8%	766,686	2.8%	788,274	2.8%
Recreation	843,889	43.6%	1,094,979	4.5%	1,138,026	7.4%	1,165,150	2.4%	1,192,948	2.4%	1,221,436	2.4%	1,250,634	2.4%
TCC Maintenance	103,958	18.5%	114,503	3.1%	118,430	6.2%	121,429	2.5%	124,506	2.5%	127,664	2.5%	130,906	2.5%
TCC Operations	93,331	-27.9%	124,339	0.4%	253,745	104.4%	261,256	3.0%	268,991	3.0%	276,955	3.0%	285,157	3.0%
Museum Maintenance	78,658	8.2%	75,866	4.4%	94,083	28.6%	96,385	2.4%	98,745	2.4%	101,165	2.5%	103,647	2.5%
Museum Operations	285,005	13.3%	354,961	1.1%	464,486	31.7%	477,681	2.8%	491,256	2.8%	505,224	2.8%	519,596	2.8%
Aquatics Maintenance	231,392	18.7%	289,312	0.0%	292,658	1.2%	299,236	2.2%	305,967	2.2%	312,855	2.3%	319,904	2.3%
Aquatics Operations	670,351	24.9%	768,399	4.3%	848,237	14.2%	860,516	1.4%	885,508	2.9%	911,233	2.9%	937,712	2.9%
Sports	292,435	-4.3%	331,977	0.8%	343,974	4.3%	353,336	2.7%	362,960	2.7%	372,853	2.7%	383,023	2.7%
Children's Museum Maintenance	112,176	21.5%	107,325	0.0%	81,223	-24.3%	83,152	2.4%	85,128	2.4%	87,153	2.4%	89,229	2.4%
Children's Museum Operations	158,207	-2.2%												
Community Theater Maintenance	199,499	14.1%	259,405	24.6%	223,669	5.1%	228,972	2.4%	234,406	2.4%	239,974	2.4%	245,680	2.4%
Community Theater Operations	1,104,738	7.8%	1,141,558	1.1%	1,198,587	6.0%	1,231,269	2.7%	1,264,866	2.7%	1,299,405	2.7%	1,334,911	2.7%
Cultural Arts Program	238,269	-15.9%	246,619	0.7%	247,265	1.0%	254,240	2.8%	261,414	2.8%	268,796	2.8%	276,389	2.8%
Conference Center Maintenance	5,344	23.7%	6,503	0.0%										
Conference Center Operations	67,149	20.1%	82,282	0.6%										
Human Services	175,756	4.1%	218,541	0.2%	207,475	-4.9%	213,064	2.7%	218,808	2.7%	224,711	2.7%	230,778	2.7%
MRC Facility Maintenance	65,501	11.6%	68,130	2.3%	68,687	3.0%	70,302	2.4%	71,956	2.4%	73,651	2.4%	75,387	2.4%
MRC Facility Operations	57,180	776.5%	91,167	1.3%	91,044	0.7%	93,724	2.9%	96,484	2.9%	99,325	2.9%	102,251	2.9%
Jefferson Recreation Center Maint.	33,800	25.6%	52,571	0.0%	54,709	4.1%	56,015	2.4%	57,353	2.4%	58,724	2.4%	60,130	2.4%
Contract Classes	932,016	19.4%	854,681	0.0%	878,815	2.9%	898,388	2.2%	918,413	2.2%	938,900	2.2%	959,860	2.2%
Park Rangers	175,293	-26.3%	216,215	0.0%	385,434	78.3%	396,851	3.0%	408,608	3.0%	420,714	3.0%	433,181	3.0%
Responsible Compassion Maint.	80,864	0.0%	141,079	0.0%	166,201	17.8%	169,687	2.1%	173,248	2.1%	176,884	2.1%	180,599	2.1%
Responsible Compassion	468,028	460.0%	682,851	1.3%	386,567	-42.5%	355,547	-8.0%	364,767	2.6%	374,236	2.6%	383,959	2.6%
<b>Total Expenditures</b>	<b>10,029,447</b>	<b>17.1%</b>	<b>11,490,475</b>	<b>2.3%</b>	<b>12,313,657</b>	<b>9.1%</b>	<b>12,592,906</b>	<b>2.3%</b>	<b>12,950,521</b>	<b>2.8%</b>	<b>13,318,826</b>	<b>2.8%</b>	<b>13,698,155</b>	<b>2.8%</b>
<b>Excess of Revenues Over Expenditures</b>	<b>(211,128)</b>	<b>-306.1%</b>	<b>(873,405)</b>	<b>11.8%</b>	<b>45,826</b>	<b>0.0%</b>	<b>-</b>	<b>0.0%</b>	<b>-</b>	<b>0.0%</b>	<b>-</b>	<b>0.0%</b>	<b>-</b>	<b>0.0%</b>
Beginning Fund Balance	1,138,707		927,579		54,174		100,000		100,000		100,000		100,000	
<b>Ending Fund Balance</b>	<b>927,579</b>		<b>54,174</b>		<b>100,000</b>		<b>100,000</b>		<b>100,000</b>		<b>100,000</b>		<b>100,000</b>	

**FUND BALANCE SUMMARY - ALL FUNDS**

	<b>Beginning Balance 2018-19</b>	<b>Revenues/ Transfers In 2018-19</b>	<b>Expenditures/ Transfers Out 2018-19</b>	<b>Beginning Balance 2019-20</b>	<b>Revenues/ Transfers In 2019-20</b>	<b>Expenditures/ Transfers Out 2019-20</b>	<b>Ending Balance 2019-20</b>
<b>GENERAL FUNDS</b>							
001: GENERAL FUND	30,727,978	79,468,082	82,425,165	27,770,895	80,127,628	81,421,948	26,476,575
002: MEASURE S FUND	6,680,793	27,740,165	29,548,220	4,872,738	27,784,000	30,986,568	1,670,170
<b>TOTAL GENERAL FUNDS</b>	<b>37,408,771</b>	<b>107,208,247</b>	<b>111,973,385</b>	<b>32,643,633</b>	<b>107,911,628</b>	<b>112,408,516</b>	<b>28,146,745</b>
<b>SPECIAL REVENUE FUNDS</b>							
100: GAS TAX	-	2,405,859	2,405,859	-	2,956,887	2,956,887	-
102: ROAD MAINTENANCE REHABILITATION ACCOUNT (RMRA)	512,997	1,797,213	2,310,210	-	1,875,831	1,875,831	-
103: STREET MAINTENANCE	-	1,405,000	-	1,405,000	1,505,000	-	2,910,000
120: DEVELOPMENT IMPACT FEES	10,417,022	4,639,311	8,173,855	6,882,478	6,204,021	13,086,501	(2)
125: PUBLIC EDUCATION & GOVERNMENT (PEG)	357,357	231,939	364,995	224,301	214,723	305,000	134,024
140: COMMUNITY DEV BLOCK GRANT	-	1,036,090	1,036,090	-	559,111	559,111	(0)
145: TEMECULA ENERGY EFFICIENCY ASSET TEAM	190,274	3,000	-	193,274	2,500	-	195,774
150: AB 2766 MOTOR VEHICLE SUBVENTION	132,593	147,530	236,353	43,770	149,455	193,225	-
160: SUPPLEMENTAL LAW ENFORCEMENT SERVICES	-	186,800	186,800	-	195,000	195,000	-
161: TEMECULA MAJOR CRIMES REWARD	26,012	400	-	26,412	300	-	26,712
165: AFFORDABLE HOUSING	10,819,638	424,110	545,625	10,698,123	354,052	561,380	10,490,795
170: MEASURE A	4,243,589	3,244,000	6,066,209	1,421,380	3,251,000	4,672,380	-
198: PUBLIC ART	25,968	74,511	4,026	96,453	158,928	-	255,381
<b>TOTAL SPECIAL REVENUE FUNDS</b>	<b>26,725,450</b>	<b>15,595,763</b>	<b>21,330,022</b>	<b>20,991,191</b>	<b>17,426,808</b>	<b>24,405,316</b>	<b>14,012,683</b>
<b>DEBT SERVICE FUNDS</b>							
395: 2018 FINANCING LEASE (CIVIC CENTER)	-	2,087,124	2,087,124	-	2,075,512	2,075,512	-
396: 2018 FINANCING LEASE (MRC)	-	516,855	462,233	54,622	555,808	555,808	54,622
<b>TOTAL DEBT SERVICE FUNDS</b>	<b>-</b>	<b>2,603,979</b>	<b>2,549,357</b>	<b>54,622</b>	<b>2,631,320</b>	<b>2,631,320</b>	<b>54,622</b>
<b>TEMECULA COMMUNITY SERVICES DISTRICT</b>							
190: TEMECULA COMMUNITY SERVICES DISTRICT	927,584	10,617,070	11,490,480	54,174	12,359,483	12,313,658	99,999
192: TCSD SERVICE LEVEL "B" STREET LIGHTS	261,188	705,245	789,201	177,232	712,004	789,853	99,383
194: TCSD SERVICE LEVEL "D" REFUSE/RECYCLING	294,489	8,014,790	8,078,891	230,388	8,514,541	8,574,356	170,573
195: TCSD SERVICE LEVEL "R" STREET/ROAD MAINT	26,791	5,932	29,663	3,060	5,832	5,532	3,360
196: TCSD SERVICE LEVEL "L" LAKE PARK MAINT.	402,667	251,570	247,276	406,961	252,489	259,032	400,418
197: TEMECULA LIBRARY	343,072	775,287	994,140	124,219	1,030,063	1,042,277	112,005
501-530: TCSD SERVICE LEVEL "C" ZONES 1-30	1,655,790	1,605,430	1,553,144	1,708,076	1,587,230	1,823,065	1,472,241
<b>TOTAL TCSD</b>	<b>3,911,581</b>	<b>21,975,324</b>	<b>23,182,795</b>	<b>2,704,110</b>	<b>24,461,642</b>	<b>24,807,774</b>	<b>2,357,978</b>
<b>SUCCESSOR AGENCY TO THE TEMECULA REDEVELOPMENT AGENCY (SARDA)</b>							
380: SARDA DEBT SERVICE	(33,301,655)	7,069,672	7,519,672	(33,751,655)	5,455,731	7,530,321	(35,826,245)
<b>TOTAL SARDA</b>	<b>(33,301,655)</b>	<b>7,069,672</b>	<b>7,519,672</b>	<b>(33,751,655)</b>	<b>5,455,731</b>	<b>7,530,321</b>	<b>(35,826,245)</b>
<b>INTERNAL SERVICE FUNDS</b>							
300: INSURANCE	51,958	1,154,525	995,137	211,346	1,436,913	1,026,259	622,000
305: WORKERS' COMPENSATION	1,386,621	710,333	422,778	1,674,176	341,000	255,779	1,759,397
310: VEHICLES AND EQUIPMENT	2,587,693	1,532,426	858,125	3,261,994	901,666	380,000	3,783,660
320: INFORMATION TECHNOLOGY	472,739	3,994,594	4,292,381	174,952	4,425,165	4,112,021	488,096
325: TECHNOLOGY REPLACEMENT	1,249,447	1,036,723	310,000	1,976,170	797,509	1,138,534	1,635,145
330: SUPPORT SERVICES	444,102	368,966	813,068	-	417,721	413,551	4,170
335: SUPPORT SERVICES REPLACEMENT	-	462,619	18,735	443,884	41,930	50,000	435,814
340: FACILITIES	521,052	1,335,888	1,352,145	504,795	1,362,862	1,359,094	508,563
350: FACILITY REPLACEMENT	-	540,725	506,000	34,725	555,324	201,714	388,335
<b>TOTAL INTERNAL SERVICE FUNDS</b>	<b>6,713,612</b>	<b>11,136,799</b>	<b>9,568,369</b>	<b>8,282,042</b>	<b>10,280,090</b>	<b>8,936,951</b>	<b>9,625,181</b>
<b>Grand Total</b>	<b>117,077,795</b>	<b>165,589,784</b>	<b>176,123,600</b>	<b>106,543,979</b>	<b>168,167,219</b>	<b>180,720,197</b>	<b>93,991,000</b>

## MAJOR REVENUE SOURCES

All revenue estimates are developed using historical trend data and estimates of commercial and residential construction, assessed valuation, retail sales, population, changes in consumer price indexes, and general economic factors. Property tax revenue estimates are derived with input from an outside consultant, and considers estimated changes on the tax levy, property sales, appeals, and real property improvements. Sales tax revenue estimates are also derived with the input from an outside consultant, and considers factors such as new and closed retailers, business types, population changes, price fluctuations and the general economy. Licenses, permits, and service charges are estimated using building forecasts of the development community, changes in consumer price indexes, established fees for services and program, and historical trend data. The revenue estimates for Transient Occupancy Taxes are derived using average room rates, projected changes in room occupancy, special events, and feedback from Visit Temecula Valley.

### **Taxes and Franchises – 59.2% of Total Revenue**

**Sales and Use Tax:** The largest revenue source for the City of Temecula is Sales and Use Tax, contributing 39% of the City's overall revenue base (including the City's Transactions and Use Tax, Measure S). In accordance with the California Revenue and Taxation Code, the State of California imposes a 7.25% sales and use tax on all taxable sales in the City, of which 1% is allocated to the City of Temecula. In 2016, City residents approved Measure S to establish a new one percent Transactions and Use Tax revenue. This new tax became effective April 1, 2017. The City established the Measure S Fund to account for the fiscal activities related to this new revenue source. In addition, Riverside County voters approved Measure A in 1988, and again in 2002, to establish a half-cent Sales Tax dedicated to transportation funding. Measure A revenue is recorded in a separate Special Revenue Fund, and is categorized as Intergovernmental Revenues. Currently, the total Sales Tax rate within the City is 8.75%

The City of Temecula serves as a regional shopping hub with the Promenade Mall, Old Town and an expanding Auto Mall. While Sales and Use Tax revenue is projected to increase by 0.4% from the prior fiscal year to \$37,981,346. The local economy remains strong, however certain sectors have leveled off after several years of expansive growth, including the Business and Industry and Auto and Transportation sectors of the economy.

The City continues to maintain a strong and diverse sales tax base by promoting economic development in areas such as manufacturing, light industrial, and retail businesses. Temecula continues to exceed the State, County, and surrounding areas with respect to sales per capita.

The new Measure S Transactions and Use Tax is estimated to yield \$27,744,000 in Fiscal Year 2019-20. Originally, it was anticipated that this new tax would generate \$23,000,000 annually; however, over the past year, it is evident that Measure S revenue will continue to exceed the original projections.

**Property Tax:** Per Proposition 13, passed by California voters in 1978, the ad valorem Property Tax is assessed at 1% of the assessed valuation of real property, as determined by the County Assessor's Office. The City is projecting Property Tax revenues to increase by 4.1% in Fiscal Year 2019-20 for a total of

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## MAJOR REVENUE SOURCES (continued)

\$8,706,389. Home values continue to rise as the market rebounds from the Great Recession, causing an increase in assessed valuations.

**Transient Occupancy Tax (TOT):** The City of Temecula collects an 8% tax on the amount of transient (30 days or less) lodging rentals. As the economy improved over the past few fiscal years, the City's tourism sector strengthened and both occupancy rates and average rental rates increased.

Two new hotels have opened in the City within the past year, and several more have begun the planning process to build within the City. TOT is projected to grow by 3.0% over the prior year to a total of \$3,338,860 in Fiscal Year 2019-20.

### **Licenses, Permits and Service Charges – 15.8% of Total Revenue**

The California Government Code and State Constitution authorize the City to assess certain license and permit fees as a means of recovering the cost of regulating various activities. Examples include building permits and business licenses. The City also assesses service charges for the Community Services District on recreation programs and facility rentals. Charges for Services also reflect the allocation of costs to departments from the Internal Service Funds, which include Workers' Compensation, Vehicle and Equipment Replacement, Information Technology, Technology Replacement, Support Services, Support Services Replacement, Facility Operations, and Facility Replacement.

In Fiscal Year 2019-20 Licenses, Permits and Service Charges revenue of \$26,593,088. This category varies from year-to-year, primarily due to development-related revenue.

### **Intergovernmental Revenues – 7.6% of Total Revenue**

Intergovernmental Revenues reflect revenue received from other governmental agencies, including: Property Tax distributions from the County for the Successor Agency to the Redevelopment Agency for administration (\$250,000); Vehicle License Fees (\$55,415); Property Tax in Lieu of Vehicle License Fees (\$8,447,894); Public Safety, Recycling, and Community Development Block Grants (\$559,111); and Measure A transportation revenue (\$3,211,000). The estimated intergovernmental revenue for Fiscal Year 2019-20 is projected to be \$12,867,575.

### **Operating Transfers – 14.3% of Total Revenue**

This category consists of operating transfers between funds. The estimated operating transfers for Fiscal Year 2019-20 totals \$24,084,651. Significant transfers from the Measure S Fund include \$7,989,182 to TCSD, \$5,735,418 to the General Fund and \$921,203 to the Library Fund, to support operations within these three funds. Additionally, Measure S transfers include deposits into the City's Asset Management Funds in the amount of \$3,000,000 to supplement the existing balances in these replacement funds. Other significant transfers include transfers to the Debt Service Fund pursuant to lease agreements in the amount of \$2,631,320 and transfers from the Gas Tax Fund in the amount of \$2,956,887. Gas tax revenues are required to be recorded in a Special Revenue Fund and then transferred to support street and road maintenance costs reflected in the General Fund. Similarly, the Supplemental Law Enforcement Services grant revenue of \$195,000 is transferred to the General Fund to support police service expenditures.

Total Revenue Sources for Fiscal Year 2019-20 are projected to be \$168,629,838 across all funds.



**City of Temecula**  
**Fiscal Year 2019-20**  
**Annual Operating Budget**

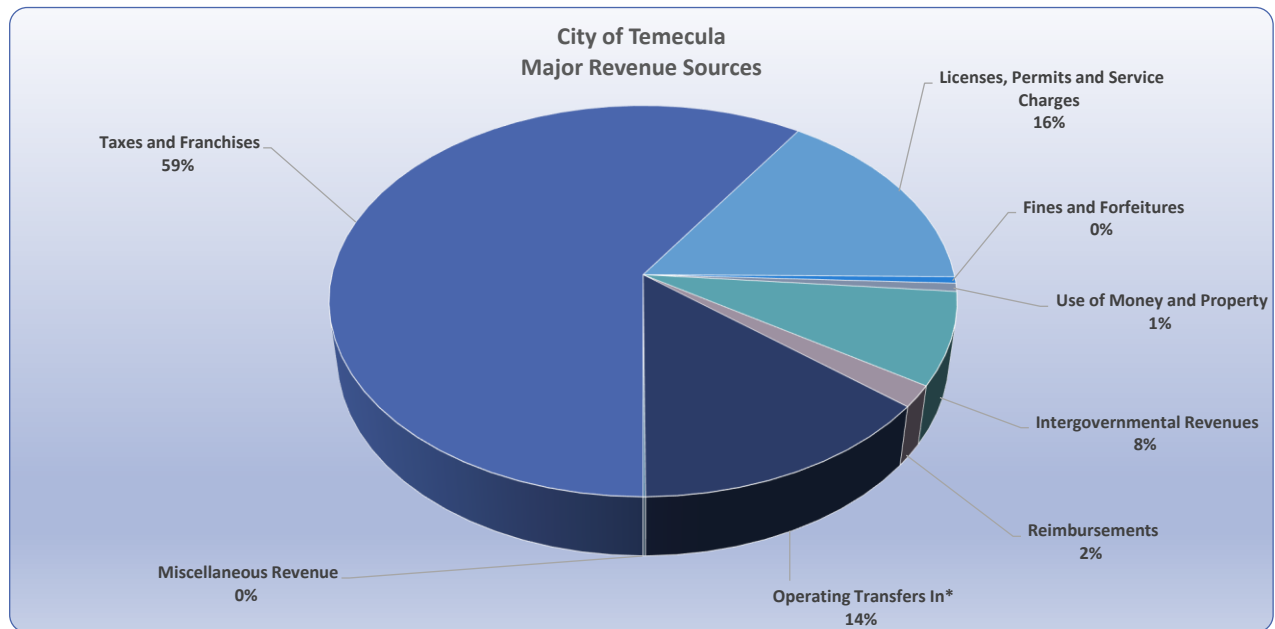
**MAJOR REVENUE SOURCES - ALL FUNDS**

	General Fund/ Measure S	Internal Service Funds	SARDA	Special Revenue/ Debt Funds	TCSO Operations	TCSO - Svc Levels	Total Revenue
<b>Fines &amp; Forfeitures</b>	<b>849,620</b>				<b>69,100</b>		<b>918,720</b>
FINES & FORFEITURES	849,620				69,100		918,720
<b>Intergovernmental Revenues</b>	<b>8,503,309</b>			<b>4,364,266</b>			<b>12,867,575</b>
AB2766 MOTOR VEHICLE SUBVENTION				149,155			149,155
AGENCY TRUST CONTRIBUTION				250,000			250,000
COMMUNITY DEVELOPMENT BLOCK GRANT				559,111			559,111
MEASURE A				3,211,000			3,211,000
PROPERTY TAX IN LIEU OF VLF	8,447,894						8,447,894
SLESF GRANT				195,000			195,000
VEHICLE LICENSE FEES	55,415						55,415
<b>Licenses, Permits and Service Charges</b>	<b>4,459,772</b>	<b>8,597,105</b>		<b>157,928</b>	<b>2,386,724</b>	<b>10,991,559</b>	<b>26,593,088</b>
AQUATICS					179,327		179,327
ASSESSMENTS						10,969,359	10,969,359
BUILDING	1,814,217						1,814,217
BUSINESS LICENSES	290,000						290,000
CHARGES FOR SERVICES		8,597,105					8,597,105
CLASSES/ACTIVITIES					36,739		36,739
CONTRACT CLASSES					1,000,000		1,000,000
DAY CAMPS					109,480		109,480
DEVELOPMENT FEES	325,995						325,995
FACILITY RENTALS					363,518		363,518
FIRE	752,328						752,328
HARVESTON LAKE BOAT REVENUE						4,200	4,200
LAND DEVELOPMENT	548,978						548,978
MUSEUM ADMISSIONS					75,500		75,500
PARKS MAINTENANCE	1,000						1,000
PLANNING	576,715						576,715
POLICE	144,113						144,113
PRINTING & COPIES					21,860		21,860
PUBLIC ART				157,928			157,928
PUBLIC WORKS	6,426						6,426
RECYCLING PROGRAM						18,000	18,000
SPORTS LEAGUES & TOURNAMENTS					241,888		241,888
THEATER ADMISSIONS					358,412		358,412
<b>Miscellaneous</b>	<b>55,380</b>				<b>122,058</b>		<b>177,438</b>
MISCELLANEOUS	55,380				122,058		177,438
<b>Operating Transfers In</b>	<b>8,887,305</b>	<b>1,660,000</b>		<b>4,131,320</b>	<b>8,910,385</b>	<b>71,037</b>	<b>23,660,047</b>
CONTRIBUTION FROM MEASURE S	5,735,418	1,660,000		1,500,000	8,910,385	71,037	17,876,840
OPERATING TRANSFERS IN	3,151,887			2,631,320			5,783,207
<b>Reimbursements</b>	<b>3,027,238</b>						<b>3,027,238</b>
CAPITAL IMPROVEMENT PROGRAM	2,345,933						2,345,933
OTHER REIMBURSEMENTS	338,157						338,157
PECHANGA IGA	343,148						343,148
<b>Taxes and Franchises</b>	<b>81,637,154</b>		<b>5,155,731</b>	<b>11,160,962</b>	<b>1,876,279</b>		<b>99,830,126</b>
DEVELOPMENT IMPACT FEES	18,000			5,912,609			5,930,609
FRANCHISE FEES	3,351,304						3,351,304
GAS TAX				4,826,218			4,826,218
PEG FEES				210,723			210,723
PROPERTY TAX	8,706,389						8,706,389
QUIMBY FEES				211,412			211,412
REDEVELOPMENT PROPERTY TAX FUND DISTRIBUTION			5,155,731				5,155,731
SALES TAX	37,981,346						37,981,346
SALES TAX SHARING AGREEMENT	(1,379,024)						(1,379,024)
SPECIAL TAX (MEASURE C)	1,876,279				1,876,279		3,752,558
TRANSACTIONS AND USE TAX	27,744,000						27,744,000
TRANSIENT OCCUPANCY TAX	3,338,860						3,338,860
<b>Use of Money and Property</b>	<b>491,850</b>	<b>61,000</b>	<b>300,000</b>	<b>243,652</b>	<b>25,000</b>	<b>9,500</b>	<b>1,131,002</b>
INVESTMENT INTEREST	310,000	61,000	300,000	149,600	10,000	9,500	840,100
LEASE/RENTAL INCOME	181,850			93,496	15,000		290,346
OTHER				556			556
<b>Total Revenue</b>	<b>107,911,628</b>	<b>10,318,105</b>	<b>5,455,731</b>	<b>20,058,128</b>	<b>13,389,546</b>	<b>11,072,096</b>	<b>168,205,234</b>

### MAJOR REVENUE SOURCES - ALL FUNDS

	General Fund	Internal Service Funds	SARDA	Special Revenue/Debt Funds	TCSD Citywide Operations	TCSD Service Levels	Total Revenues	% of Total
Taxes and Franchises	81,637,154	-	5,155,731	11,160,962	1,876,279	-	99,830,126	59%
Licenses, Permits and Service Charges	4,459,772	8,597,105	-	157,928	2,386,724	10,991,559	26,593,088	16%
Fines and Forfeitures	849,620	-	-	-	69,100	-	918,720	1%
Use of Money and Property	491,850	61,000	300,000	243,652	25,000	9,500	1,131,002	1%
Intergovernmental Revenues	8,503,309	-	-	4,364,266	-	-	12,867,575	8%
Reimbursements	3,027,238	-	-	-	-	-	3,027,238	2%
Operating Transfers In*	8,887,305	1,660,000	-	4,131,320	8,910,385	71,037	23,660,047	14%
Miscellaneous Revenue	55,380	-	-	-	122,058	-	177,438	0%
<b>Total Revenues and Other Sources</b>	<b>\$ 107,911,628</b>	<b>\$ 10,318,105</b>	<b>\$ 5,455,731</b>	<b>\$ 20,058,128</b>	<b>\$ 13,389,546</b>	<b>\$ 11,072,096</b>	<b>168,205,234</b>	
<b>Total Revenues less Interfund Transfers</b>							<b>144,545,187</b>	

\* Note: Interfund Transfers are eliminated at the Citywide Level





## *General Fund*

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The General Fund is the main operating fund for the City of Temecula. It is used to account for all financial resources for the City that are not restricted to a special purpose and otherwise required to be accounted for in another fund. The General Fund provides the resources necessary to sustain the day-to-day activities and pays for all administrative and operating expenditures.



**REVENUE BY SOURCE**  
**001 - GENERAL FUND**

<b>Description</b>	<b>2017- 2018 Actuals</b>	<b>2018- 2019 Current Budget</b>	<b>2019- 2020 Proposed Budget</b>	<b>Increase/ (Decrease)</b>	<b>% Increase/ Decrease</b>
<b>Taxes and Franchises</b>					
PROPERTY TAX	8,131,035	8,364,543	8,706,389	341,846	4.1%
SALES TAX	37,497,300	37,845,104	37,981,346	136,242	0.4%
SALES TAX SHARING AGREEMENT	(821,804)	(1,301,469)	(1,379,024)	(77,555)	-6.0%
FRANCHISE FEES	3,363,832	3,336,935	3,351,304	14,369	0.4%
TRANSIENT OCCUPANCY TAX	3,344,984	3,241,613	3,338,860	97,247	3.0%
SPECIAL TAX (MEASURE C)	1,877,254	1,876,279	1,876,279	-	0.0%
DEVELOPMENT IMPACT FEES	-	18,000	18,000	-	0.0%
<b>Licenses, Permits and Service Charges</b>					
BUSINESS LICENSES	278,747	290,000	290,000	-	0.0%
LAND DEVELOPMENT	1,007,032	1,748,805	548,978	(1,199,827)	-68.6%
PUBLIC WORKS	6,675	6,300	6,426	126	2.0%
PARKS MAINTENANCE	1,897	1,000	1,000	-	0.0%
BUILDING	1,711,051	1,514,273	1,814,217	299,944	19.8%
PLANNING	461,357	526,603	576,715	50,112	9.5%
POLICE	134,900	163,513	144,113	(19,400)	-11.9%
FIRE	769,723	782,288	752,328	(29,960)	-3.8%
DEVELOPMENT FEES	182,812	348,071	325,995	(22,076)	-6.3%
<b>Fines &amp; Forfeitures</b>					
FINES & FORFEITURES	756,708	831,823	849,620	17,797	2.1%
<b>Use of Money and Property</b>					
INVESTMENT INTEREST	(34,895)	300,000	270,000	(30,000)	-10.0%
LEASE/RENTAL INCOME	162,603	115,344	181,850	66,506	57.7%
OTHER	22,781	-	-	-	0.0%
<b>Intergovernmental Revenues</b>					
PROPERTY TAX IN LIEU OF VLF	7,762,740	8,107,384	8,447,894	340,510	4.2%
VEHICLE LICENSE FEES	58,441	59,579	55,415	(4,164)	-7.0%
GRANTS	78,050	60,000	-	(60,000)	-100.0%
<b>Reimbursements</b>					
CAPITAL IMPROVEMENT PROGRAM	1,733,247	2,537,106	2,345,933	(191,173)	-7.5%
PECHANGA IGA	319,779	342,164	343,148	984	0.3%
OTHER REIMBURSEMENTS	342,707	243,202	338,157	94,955	39.0%
<b>Operating Transfers In</b>					
OPERATING TRANSFERS IN	1,627,022	2,592,659	3,151,887	559,228	21.6%
CONTRIBUTION FROM MEASURE S	4,994,180	5,496,813	5,735,418	238,605	4.3%
<b>Miscellaneous</b>					
MISCELLANEOUS	120,697	20,150	55,380	35,230	174.8%
<b>Total Revenues and Other Sources</b>	<b>75,890,855</b>	<b>79,468,082</b>	<b>80,127,628</b>	<b>659,546</b>	<b>0.8%</b>

REVENUE DETAIL  
001 - GENERAL FUND

Fund 001	Description	2017- 2018 Actuals	2018- 2019 Current Budget	2019- 2020 Proposed Budget	Increase/ (Decrease)	% Increase/ Decrease
<b><u>161 - PLANNING</u></b>		524,272	705,248	635,140	(70,108)	-9.9%
<b><u>162 - BUILDING &amp; SAFETY</u></b>		1,647,985	1,478,743	1,738,340	259,597	17.6%
<b><u>163 - LAND DEVELOPMENT</u></b>		1,080,842	1,896,731	795,548	(1,101,183)	-58.1%
<b><u>164 - PUBLIC WORKS</u></b>		5,068	700	-	(700)	-100.0%
<b><u>167 - PARKS MAINTENANCE</u></b>		1,946,590	1,940,541	1,942,479	1,938	0.1%
<b><u>170 - POLICE</u></b>		466,983	449,501	449,501	-	0.0%
<b><u>171 - FIRE</u></b>		865,233	917,230	867,617	(49,613)	-5.4%
<b><u>199 - NON-DEPARTMENTAL</u></b>						
4008	RESIDUAL RPTTF DISTRIBUTION	155,767	100,000	100,000	-	0.0%
4010	PROPERTY TAX - SECURED	6,678,472	7,005,717	7,304,861	299,144	4.3%
4012	PROPERTY TAX - UNSECURED	298,123	312,731	326,085	13,354	4.3%
4013	SUPPLEMENTAL TAX - AB 2345	174,817	135,000	139,000	4,000	3.0%
4016	PROPERTY TRANSFER TAX	747,683	731,190	753,126	21,936	3.0%
4018	FRANCHISE FEES	3,363,832	3,336,935	3,351,304	14,369	0.4%
4020	TRANSIENT OCCUPANCY TAX	3,344,984	3,241,613	3,338,860	97,247	3.0%
4024	SALES & USE TAX - STATE	37,497,300	37,845,104	37,981,346	136,242	0.4%
4026	SALES TAX SHARING AGREEMENT	(821,804)	(1,301,469)	(1,379,024)	(77,555)	-6.0%
4028	HOMEOWNER PROPERTY TAX RELIEF	76,173	79,905	83,317	3,412	4.3%
4043	PROPERTY TAX IN LIEU OF VLF	7,762,740	8,107,384	8,447,894	340,510	4.2%
4046	MOTOR VEHICLE IN LIEU-STATE	58,441	59,579	55,415	(4,164)	-7.0%
4047	VEHICLE CODE FINES	563,717	654,523	672,320	17,797	2.7%
4053	BIDS & PROPOSALS	6,675	6,300	6,426	126	2.0%
4056	BUSINESS LICENSE	278,747	290,000	290,000	-	0.0%
4059	FINGER PRINTING FEE	-	23,400	-	(23,400)	-100.0%
4060	MISCELLANEOUS NON TAXABLE	19,757	3,000	7,000	4,000	133.3%
4061	RETURNED CHECK FEE	180	150	180	30	20.0%
4062	RECOVERY OF PRIOR YEAR EXPENSE	94,516	20,000	30,000	10,000	50.0%
4064	RIGHT OF WAY ADVERTISING	22,680	-	25,200	25,200	100.0%
4065	INVESTMENT INTEREST	288,276	300,000	270,000	(30,000)	-10.0%
4070	CASH OVER & SHORT	1,928	-	-	-	0.0%
4075	RENTAL INCOME	105,180	107,844	110,000	2,156	2.0%
4076	REIMBURSEMENTS	165,768	45,000	143,857	98,857	219.7%
4078	REIMBURSEMENT-PECHANGA IGA	319,779	342,164	343,148	984	0.3%
4084	REIMBURSEMENTS FROM CIP	1,733,247	2,474,844	2,345,933	(128,911)	-5.2%
4089	OPERATING TRANSFER IN MEASURE S	4,994,180	5,496,813	5,735,418	238,605	4.3%
4090	OPERATING TRANSFERS IN	1,627,022	2,592,659	3,151,887	559,228	21.6%
4094	LEASE INCOME	7,501	7,500	7,650	150	2.0%
4100	STATE MANDATED COST	17,117	29,000	29,000	-	0.0%
4274	FACILITIES RENTALS	280	-	-	-	0.0%

**REVENUE DETAIL  
001 - GENERAL FUND**

<b>Fund 001</b>	<b>Description</b>	<b>2017- 2018 Actuals</b>	<b>2018- 2019 Current Budget</b>	<b>2019- 2020 Proposed Budget</b>	<b>Increase/ (Decrease)</b>	<b>% Increase/ Decrease</b>
4545	GASB 31 - FMV ON INVESTMENTS	(325,099)	-	-	-	0.0%
4550	GAIN ON DISPOSAL OF ASSETS	22,781	-	-	-	0.0%
4653	UNCLAIMED FUNDS	3,321	-	-	-	0.0%
4658	WRCOG BEYOND FRAMEWORK PROGRAM	66,936	-	-	-	0.0%
4940	SB 1186 COLLECTION STATE \$1 FEE	2,865	3,702	-	(3,702)	-100.0%
4941	AB1379 COLLECTION STATE \$4 FEE	-	28,800	28,800	-	0.0%
<b>TOTAL GENERAL FUND</b>		<b>75,890,855</b>	<b>79,468,082</b>	<b>80,127,628</b>	<b>659,546</b>	<b>0.8%</b>



**City of Temecula**  
**Fiscal Year 2019-20**  
**Annual Operating Budget**

**Fund: 001 GENERAL FUND**

Description	2017-18 Actuals	2018-19 Current Budget	2019-20 Proposed Budget	Increase/ (Decrease)	% Increase (Decrease)
<b>Revenues by Category</b>					
Taxes and Franchises	53,392,601	53,381,005	53,893,154	512,149	1.0%
Licenses, Permits and Service Charges	4,554,194	5,380,853	4,459,772	(921,081)	-17.1%
Fines and Forfeitures	756,708	831,823	849,620	17,797	2.1%
Use of Money and Property	150,489	415,344	451,850	36,506	8.8%
Intergovernmental Revenues	7,899,231	8,226,963	8,503,309	276,346	3.4%
Reimbursements	2,395,733	3,122,472	3,027,238	(95,234)	-3.0%
Operating Transfers In	6,621,202	8,089,472	8,887,305	797,833	9.9%
Miscellaneous Revenue	120,697	20,150	55,380	35,230	174.8%
<b>Total Operating Revenues</b>	<b>75,890,855</b>	<b>79,468,082</b>	<b>80,127,628</b>	<b>659,546</b>	<b>0.8%</b>
<b>Expenditures by Department</b>					
City Council	392,479	519,909	572,843	52,934	10.2%
Community Support	107,000	125,000	125,000	-	0.0%
City Manager	1,428,763	1,502,302	1,541,796	39,494	2.6%
Economic Development	1,291,887	1,513,299	1,572,660	59,361	3.9%
Emergency Management	124,538	254,185	157,271	(96,914)	-38.1%
City Clerk	1,104,483	1,390,868	1,433,319	42,451	3.1%
City Attorney	977,221	942,300	942,300	-	0.0%
Finance	2,327,774	2,582,165	2,753,604	171,439	6.6%
Human Resources	979,538	1,187,017	1,263,313	76,296	6.4%
Planning	2,057,155	2,509,664	2,590,198	80,534	3.2%
Building & Safety	2,457,653	3,220,139	3,291,298	71,159	2.2%
Land Development	1,666,613	1,761,655	1,898,973	137,318	7.8%
Public Works	5,119,183	6,334,747	6,250,315	(84,432)	-1.3%
CIP Admin	1,861,738	2,506,189	2,417,537	(88,652)	-3.5%
Parks Maintenance	3,790,123	4,006,775	3,958,507	(48,268)	-1.2%
Police	31,061,517	33,001,394	34,860,436	1,859,042	5.6%
Fire	7,607,683	9,569,368	10,260,935	691,567	7.2%
Animal Control	460,280	425,572	475,235	49,663	11.7%
<b>Non Departmental:</b>					
Property Tax Admin	69,628	83,852	85,529	1,677	2.0%
Audi Reimbursement	285,393	-	-	-	0.0%
Retiree Medical Contribution	3,329,927	1,627,325	1,500,000	(127,325)	-7.8%
PERs Replacement Benefit	112,962	97,484	97,484	-	0.0%
Staffing Continuity Reserve	39,827	100,000	100,000	-	0.0%
<b>Total Operating Expenditures</b>	<b>68,653,365</b>	<b>75,261,209</b>	<b>78,148,553</b>	<b>2,887,344</b>	<b>3.8%</b>
Excess of Revenues Over (Under) Expenditures	7,237,490	4,206,873	1,979,075	(2,227,798)	-53.0%

**Fund Description**

The General Fund is the main operating fund for the City of Temecula. It is used to account for all financial resources for the City that are not restricted to a special purpose and otherwise required to be accounted for in another fund. The General fund provides the resources necessary to sustain the day-to-day activities and pays for all administrative and operating expenditures.



**City of Temecula  
Fiscal Year 2019-20  
Annual Operating Budget**

**Fund: 001 GENERAL FUND**

Description	2017-18 Actuals	2018-19 Current Budget	2019-20 Proposed Budget	Increase/ (Decrease)	% Increase (Decrease)
Excess of Revenues Over (Under) Expenditures	7,237,490	4,206,873	1,979,075	(2,227,798)	-53.0%
<b>Operating Transfers Out / One Time Payments</b>					
Capital Improvement Fund	-	(3,130,036)	(642,077)	2,487,959	-79.5%
- <i>Citywide Streetlight Acquisition and LED Retrofit</i>		(2,503,311)			
- <i>I-15 Congestion Relief</i>		(400,000)	(200,000)		
- <i>Sidewalks-DLR Drive</i>			(442,077)		
- <i>Traffic Signal Park &amp; Ride Access Improvements</i>		(226,725)			
Section 115 Pension Trust	(8,000,000)	(1,404,941)	-	1,404,941	-100.0%
Information Technology Fund	(77,028)	-	-	-	0.0%
Technology Replacement Fund	-	(125,000)	-	125,000	-100.0%
2018 Financing Lease - Civic Center	(2,135,231)	(2,087,124)	(2,075,512)	11,612	-0.6%
2018 Financing Lease - MRC	-	(416,855)	(555,807)	(138,952)	33.3%
<b>Total Transfers Out / One Time Payments</b>	<b>(10,212,259)</b>	<b>(7,163,956)</b>	<b>(3,273,396)</b>	<b>1,402,601</b>	<b>-54.3%</b>
Fund Balance, Beginning of Year	33,702,744	30,727,975	27,770,892	(2,957,083)	-9.6%
Fund Balance, End of Year	30,727,975	27,770,892	26,476,571	(1,294,321)	-4.7%

**Details of Fund Balance**

**Nonspendable:**

Inventory	3,058	3,058	-	(3,058)	-100.0%
Deposits	1,325	1,325	-	(1,325)	-100.0%

**Committed To:**

Economic Uncertainty Reserve (20%)	13,730,673	15,052,242	15,629,711	577,469	3.8%
Secondary Reserve (5%)	3,432,668	3,763,060	3,907,428	144,367	3.8%
Pechanga IGA	342,164	343,148	360,305	17,157	5.0%

**Assigned To:**

Capital Projects	2,730,036		100,000	100,000	0.0%
<b>Unassigned:</b>	10,488,051	8,608,059	6,479,128	(2,128,931)	-24.7%

	30,727,975	27,770,892	26,476,571	(1,294,321)	-4.7%
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## 002 - MEASURE S FUND SUMMARY

Description	2017-2018 Actuals	2018-2019 Current Budget	2019-2020 Proposed Budget	Increase/ (Decrease)	% Increase/ Decrease
<b>Revenues by Source</b>					
<b>Taxes and Franchises</b>					
TRANSACTIONS AND USE TAX	27,197,565	27,200,000	27,744,000	544,000	2.0%
<b>Use of Money and Property</b>					
INVESTMENT INTEREST	37,673	37,000	40,000	3,000	8.1%
<b>Operating Transfers In</b>					
CONTRIBUTION FROM MEASURE S	-	503,165	-	(503,165)	-100.0%
<b>Revenues/Other Sources</b>	<b>27,235,238</b>	<b>27,740,165</b>	<b>27,784,000</b>	<b>43,835</b>	<b>0.2%</b>
<b>Expenditures by Category</b>					
TRANSFERS	20,790,647	29,548,220	30,986,568	1,438,348	4.9%
<b>Expenditures/Other Financing Uses</b>	<b>20,790,647</b>	<b>29,548,220</b>	<b>30,986,568</b>	<b>1,438,348</b>	<b>4.9%</b>
Net Revenues	6,444,591	(1,808,055)	(3,202,568)	(1,394,513)	2.6%
Fund Balance, Beginning of Year	236,203	6,680,794	4,872,739	(1,808,055)	-27.1%
Fund Balance, End of Year	6,680,794	4,872,739	1,670,171	(3,202,568)	-65.7%

### Fund Description

Measure S, approved by the voters on November 8, 2016, established a one-cent Transactions and Use Tax for the City. The measure was approved based on the commitment to maintain 9-1-1 emergency response times, prevent cuts to local paramedic/police/fire protection, school safety patrols, youth/after-school, senior and disabled services; improve freeway interchanges/reduce traffic and provide for other general services.

### Analysis/Comments

Measure S revenue continues to exceed projections, and is expected to be \$27.7 million for FY19-20. Expenditures are appropriated in accordance with Council priorities, with \$5.8 million dedicated to Public Safety, \$3 million dedicated to Asset Management, \$13.1 million dedicated for Capital Improvement Projects, and \$9.0 million dedicated to General Services, including the Temecula Community Services District, Service Level B, and the Ronald H. Roberts Temecula Public Library.



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# *Special Revenue and Debt Service Fund Summaries*

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Special Revenue Funds are used to account for activities paid for by taxes or other designated revenue sources that have specific limitations on use according to law.

Debt Service Funds are used to account for the resources necessary to pay principle and interest payments on general long-term debt obligations of the City and related entities.





**REVENUE BY DETAIL**  
**SPECIAL REVENUE & DEBT SERVICE FUNDS**

Description	2017-2018 Actuals	2018-2019 Current Budget	2019-2020 Proposed Budget	Increase/ (Decrease)	% Increase/ Decrease
<b>100 - GAS TAX FUND</b>					
4065 INVESTMENT INTEREST	2,671	5,500	4,000	(1,500)	-27.3%
4545 GASB 31 - FMV ON INVESTMENTS	96	-	-	-	0.0%
4700 GAS TAX 2106	374,390	395,874	393,490	(2,384)	-0.6%
4701 GAS TAX 2105	592,112	633,438	629,651	(3,787)	-0.6%
4702 GAS TAX 2107	786,687	831,931	826,823	(5,108)	-0.6%
4704 GAS TAX 2107.5	10,000	10,000	10,000	-	0.0%
4706 GAS TAX 2103	435,078	401,481	965,288	563,807	140.4%
4708 GAS TAX LOAN REPAYMENT	126,215	127,635	127,635	-	0.0%
<b>TOTAL GAS TAX FUND</b>	<b>2,327,249</b>	<b>2,405,859</b>	<b>2,956,887</b>	<b>551,028</b>	<b>22.9%</b>
<b>102 - ROAD MAINTENANCE REHABILITATION ACCOUNT (RMRA) FUND</b>					
4065 INVESTMENT INTEREST	929	2,500	2,500	-	0.0%
4545 GASB 31 - FMV ON INVESTMENTS	286	-	-	-	0.0%
4709 RMRA-ROAD MAINTENANCE REHABILITATION ACT	511,782	1,794,713	1,873,331	78,618	4.4%
<b>TOTAL ROAD MAINTENANCE REHABILITATION ACCOUNT (RMRA) FUND</b>	<b>512,997</b>	<b>1,797,213</b>	<b>1,875,831</b>	<b>78,618</b>	<b>4.4%</b>
<b>103 - STREET MAINTENANCE FUND</b>					
4065 INVESTMENT INTEREST	-	5,000	5,000	-	0.0%
4089 OPERATING TRANSFER IN MEASURE S	-	1,400,000	1,500,000	100,000	7.1%
<b>TOTAL STREET MAINTENANCE FUND</b>	<b>-</b>	<b>1,405,000</b>	<b>1,505,000</b>	<b>100,000</b>	<b>7.1%</b>
<b>120 - DEVELOPMENT IMPACT FEES FUND</b>					
4051 OPEN SPACE AND TRAILS	96,579	180,232	137,453	(42,779)	-23.7%
4065 INVESTMENT INTEREST	65,902	70,000	80,000	10,000	14.3%
4240 DIF-QUIMBY	20,770	675,343	211,412	(463,931)	-68.7%
4242 DIF-STREET IMPROVEMENTS	1,653,044	1,983,148	3,902,741	1,919,593	96.8%
4243 DIF-TRAFFIC SIGNALS	207,216	282,601	559,968	277,367	98.1%
4244 DIF-PARK & REC IMPROVEMENTS	331,346	618,336	471,570	(146,766)	-23.7%
4245 DIF-CORPORATE FACILITIES	145,508	249,406	307,416	58,010	23.3%
4246 DIF-FIRE PROTECTION FACILITIES	120,796	139,761	185,321	45,560	32.6%
4247 DIF- LIBRARY FACILITIES	88,253	282,062	172,005	(110,057)	-39.0%
4256 DIF -POLICE FACILITIES	65,139	158,422	176,135	17,713	11.2%
4545 GASB 31 - FMV ON INVESTMENTS	107	-	-	-	0.0%
<b>TOTAL DEVELOPMENT IMPACT FEES FUND</b>	<b>2,794,660</b>	<b>4,639,311</b>	<b>6,204,021</b>	<b>1,564,710</b>	<b>33.7%</b>
<b>125 - PUBLIC EDUCATION &amp; GOVERNMENT (PEG) FUND</b>					
4039 PEG FEES REVENUES	253,263	226,939	210,723	(16,216)	-7.1%
4065 INVESTMENT INTEREST	4,579	5,000	4,000	(1,000)	-20.0%
4545 GASB 31 - FMV ON INVESTMENTS	96	-	-	-	0.0%
<b>TOTAL PUBLIC EDUCATION &amp; GOVERNMENT (PEG) FUND</b>	<b>257,938</b>	<b>231,939</b>	<b>214,723</b>	<b>(17,216)</b>	<b>-7.4%</b>
<b>140 - COMMUNITY DEV BLOCK GRANT FUND</b>					
4081 COMM DEVELOPMENT BLOCK GRANT	955,538	1,036,090	559,111	(476,979)	-46.0%
<b>TOTAL COMMUNITY DEV BLOCK GRANT FUND</b>	<b>955,538</b>	<b>1,036,090</b>	<b>559,111</b>	<b>(476,979)</b>	<b>-46.0%</b>



**REVENUE BY DETAIL**  
**SPECIAL REVENUE & DEBT SERVICE FUNDS**

Description	2017-2018 Actuals	2018-2019 Current Budget	2019-2020 Proposed Budget	Increase/ (Decrease)	% Increase/ Decrease
<b>145 - TEMECULA ENERGY EFFICIENCY ASSET (TEAM) FUND</b>					
4065 INVESTMENT INTEREST	2,548	3,000	2,500	(500)	-16.7%
4545 GASB 31 - FMV ON INVESTMENTS	29	-	-	-	0.0%
<b>TOTAL TEMECULA ENERGY EFFICIENCY ASSET (TEAM) FUND</b>	<b>2,577</b>	<b>3,000</b>	<b>2,500</b>	<b>(500)</b>	<b>-16.7%</b>
<b>150 - AB 2766 MOTOR VEHICLE SUBVENTION FUND</b>					
4048 AB 2766 REVENUES	140,467	146,230	149,155	2,925	2.0%
4065 INVESTMENT INTEREST	889	1,300	300	(1,000)	-76.9%
4545 GASB 31 - FMV ON INVESTMENTS	70	-	-	-	0.0%
<b>TOTAL AB 2766 MOTOR VEHICLE SUBVENTION FUND</b>	<b>141,426</b>	<b>147,530</b>	<b>149,455</b>	<b>1,925</b>	<b>1.3%</b>
<b>160 - SUPPLEMENTAL LAW ENFORCEMENT SERVICES FUND</b>					
4065 INVESTMENT INTEREST	362	800	-	(800)	-100.0%
4085 SUPPLEMENTAL LAW ENFORCEMENT SERVICES	236,073	186,000	195,000	9,000	4.8%
4545 GASB 31 - FMV ON INVESTMENTS	21	-	-	-	0.0%
<b>TOTAL SUPPLEMENTAL LAW ENFORCEMENT SERVICES FUND</b>	<b>236,456</b>	<b>186,800</b>	<b>195,000</b>	<b>8,200</b>	<b>4.4%</b>
<b>161 - TEMECULA MAJOR CRIMES REWARD FUND</b>					
4065 INVESTMENT INTEREST	313	400	300	(100)	-25.0%
4545 GASB 31 - FMV ON INVESTMENTS	37	-	-	-	0.0%
<b>TOTAL TEMECULA MAJOR CRIMES REWARD FUND</b>	<b>350</b>	<b>400</b>	<b>300</b>	<b>(100)</b>	<b>-25.0%</b>
<b>165 - AFFORDABLE HOUSING FUND</b>					
4002 RESIDUAL RECEIPT PAYMENT	25,973	37,222	-	(37,222)	-100.0%
4060 MISCELLANEOUS NON TAXABLE	10	-	-	-	0.0%
4065 INVESTMENT INTEREST	9,679	12,000	10,000	(2,000)	-16.7%
4066 LOAN INTEREST	987	597	556	(41)	-6.9%
4068 LOAN REPAYMENT	31,075	-	-	-	0.0%
4075 RENTAL INCOME	29,224	122,593	93,496	(29,097)	-23.7%
4076 REIMBURSEMENTS	-	1,698	-	(1,698)	-100.0%
4092 CONTRIBUTIONS AGENCY TRUST	250,000	250,000	250,000	-	0.0%
4545 GASB 31 - FMV ON INVESTMENTS	188	-	-	-	0.0%
<b>TOTAL AFFORDABLE HOUSING FUND</b>	<b>347,136</b>	<b>424,110</b>	<b>354,052</b>	<b>(70,058)</b>	<b>-16.5%</b>
<b>170 - MEASURE A FUND</b>					
4065 INVESTMENT INTEREST	34,165	60,000	40,000	(20,000)	-33.3%
4076 REIMBURSEMENTS	35,483	-	-	-	0.0%
4545 GASB 31 - FMV ON INVESTMENTS	(341)	-	-	-	0.0%
4725 MEASURE "A" ALLOCATIONS	3,173,344	3,184,000	3,211,000	27,000	0.8%
<b>TOTAL MEASURE A FUND</b>	<b>3,242,651</b>	<b>3,244,000</b>	<b>3,251,000</b>	<b>7,000</b>	<b>0.2%</b>
<b>198 - PUBLIC ART FUND</b>					
4065 INVESTMENT INTEREST	1,031	1,000	1,000	-	0.0%
4251 PUBLIC ART	38,566	73,511	157,928	84,417	114.8%
4545 GASB 31 - FMV ON INVESTMENTS	(33)	-	-	-	0.0%
<b>TOTAL PUBLIC ART FUND</b>	<b>39,564</b>	<b>74,511</b>	<b>158,928</b>	<b>84,417</b>	<b>113.3%</b>



**REVENUE BY DETAIL**  
**SPECIAL REVENUE & DEBT SERVICE FUNDS**

Description		2017-2018 Actuals	2018-2019 Current Budget	2019-2020 Proposed Budget	Increase/ (Decrease)	% Increase/ Decrease
<b><u>395 - 2018 FINANCING LEASE (CIVIC CENTER) FUND</u></b>						
4090	OPERATING TRANSFERS IN	2,135,231	2,087,124	2,075,512	(11,612)	-0.6%
<b>TOTAL 2018 FINANCING LEASE (CIVIC CENTER) FUND</b>		<b>2,135,231</b>	<b>2,087,124</b>	<b>2,075,512</b>	<b>(11,612)</b>	<b>-0.6%</b>
<b><u>396 - 2018 FINANCING LEASE (MRC) FUND</u></b>						
4090	OPERATING TRANSFERS IN	-	416,855	555,808	138,953	33.3%
4663	2018 FINANCING LEASE MRC	-	100,000	-	(100,000)	-100.0%
<b>TOTAL 2018 FINANCING LEASE (MRC) FUND</b>		<b>-</b>	<b>516,855</b>	<b>555,808</b>	<b>38,953</b>	<b>7.5%</b>

## 100 - GAS TAX FUND SUMMARY

Description	2017-2018 Actuals	2018-2019 Current Budget	2019-2020 Proposed Budget	Increase/ (Decrease)	% Increase/ Decrease
<b>Revenues by Source</b>					
<b>Taxes and Franchises</b>					
GAS TAX	2,324,482	2,400,359	2,952,887	552,528	23.0%
<b>Use of Money and Property</b>					
INVESTMENT INTEREST	2,767	5,500	4,000	(1,500)	-27.3%
<b>Revenues/Other Sources</b>	<b>2,327,249</b>	<b>2,405,859</b>	<b>2,956,887</b>	<b>551,028</b>	<b>22.9%</b>
<b>Expenditures by Category</b>					
TRANSFERS	2,327,249	2,405,859	2,956,887	551,028	22.9%
<b>Expenditures/Other Financing Uses</b>	<b>2,327,249</b>	<b>2,405,859</b>	<b>2,956,887</b>	<b>551,028</b>	<b>22.9%</b>
Net Revenues	-	-	-	-	22.9%
Fund Balance, Beginning of Year	-	-	-	-	0.0%
Fund Balance, End of Year	-	-	-	-	0.0%

### Fund Description

This fund was established to account for the tax per gallon on the purchase of motor vehicle fuel imposed by the State of California. A portion is allocated to the City of Temecula as specified in the California Streets and Highways Code (SHC) (Sections 2013, 2105, 2107 and 2107.5). Gas Tax monies are restricted to the repair, maintenance and upkeep of City streets and roads, and the purchase of equipment used to maintain roads.

### Analysis/Comments

Gas Tax revenue is increasing over the prior year due to a projected increase in the Section 2103 Excise Tax calculation. Expenditures are transferred to the General Fund to augment the Public Works budget for street and road maintenance.

## 102 - ROAD MAINTENANCE REHABILITATION ACCOUNT (RMRA) FUND SUMMARY

Description	2017-2018 Actuals	2018-2019 Current Budget	2019-2020 Proposed Budget	Increase/ (Decrease)	% Increase/ Decrease
<b>Revenues by Source</b>					
<b>Taxes and Franchises</b>					
GAS TAX	511,782	1,794,713	1,873,331	78,618	4.4%
<b>Use of Money and Property</b>					
INVESTMENT INTEREST	1,215	2,500	2,500	-	0.0%
<b>Revenues/Other Sources</b>	<b>512,997</b>	<b>1,797,213</b>	<b>1,875,831</b>	<b>78,618</b>	<b>4.4%</b>
<b>Expenditures by Category</b>					
TRANSFERS	-	2,310,210	1,875,831	(434,379)	-18.8%
<b>Expenditures/Other Financing Uses</b>	<b>-</b>	<b>2,310,210</b>	<b>1,875,831</b>	<b>(434,379)</b>	<b>-18.8%</b>
Net Revenues	512,997	(512,997)	-	512,997	-8.7%
Fund Balance, Beginning of Year	-	512,997	-	(512,997)	-100.0%
Fund Balance, End of Year	512,997	-	-	-	0.0%

### Fund Description

This fund is to account for gasoline and vehicle registration taxes pursuant to the Road Repair and Accountability Act of 2017 (SB1 Beall). Monies are collected by the State of California and allocated to local agencies for streets and roads projects and other transportation uses.

### Analysis/Comments

RMRA revenue is projected to increase by 4.4%. Expenditures reflect the transfer of funds to the Capital Improvement Program to fund the Pavement Rehabilitation Project.

## 103 - STREET MAINTENANCE FUND SUMMARY

Description	2017-2018 Actuals	2018-2019 Current Budget	2019-2020 Proposed Budget	Increase/ (Decrease)	% Increase/ Decrease
<b>Revenues by Source</b>					
<b>Use of Money and Property</b>					
INVESTMENT INTEREST	-	5,000	5,000	-	0.0%
<b>Operating Transfers In</b>					
CONTRIBUTION FROM MEASURE S	-	1,400,000	1,500,000	100,000	7.1%
<b>Revenues/Other Sources</b>	<b>-</b>	<b>1,405,000</b>	<b>1,505,000</b>	<b>100,000</b>	<b>7.1%</b>
Net Revenues	-	1,405,000	1,505,000	100,000	7.1%
Fund Balance, Beginning of Year	-	-	1,405,000	1,405,000	100.0%
Fund Balance, End of Year	-	1,405,000	2,910,000	1,505,000	107.1%

### Fund Description

This fund was established to accumulate resources for the future replacement of streets and roads throughout the City.

### Analysis/Comments

Street Maintenance contribution from Measure S increased by \$100,000 in FY19-20 in order to begin building Fund Balance for the future replacement of the City's street and road network.

## 120 - DEVELOPMENT IMPACT FEES FUND SUMMARY

Description	2017-2018 Actuals	2018-2019 Current Budget	2019-2020 Proposed Budget	Increase/ (Decrease)	% Increase/ Decrease
<b>Revenues by Source</b>					
<b>Taxes and Franchises</b>					
DEVELOPMENT IMPACT FEES	2,707,881	3,893,968	5,912,609	2,018,641	51.8%
QUIMBY FEES	20,770	675,343	211,412	(463,931)	-68.7%
<b>Use of Money and Property</b>					
INVESTMENT INTEREST	66,009	70,000	80,000	10,000	14.3%
<b>Revenues/Other Sources</b>	<b>2,794,660</b>	<b>4,639,311</b>	<b>6,204,021</b>	<b>1,564,710</b>	<b>33.7%</b>
<b>Expenditures by Category</b>					
OPERATIONS & MAINTENANCE	11,790	-	-	-	0.0%
TRANSFERS	3,123,748	8,173,855	13,086,501	4,912,646	60.1%
<b>Expenditures/Other Financing Uses</b>	<b>3,135,538</b>	<b>8,173,855</b>	<b>13,086,501</b>	<b>4,912,646</b>	<b>60.1%</b>
Net Revenues	(340,878)	(3,534,544)	(6,882,480)	(3,347,936)	50.6%
Fund Balance, Beginning of Year	4,336,042	3,995,164	6,882,480	2,887,316	72.3%
Adjustment to Fund Balance	-	6,421,860	-	(6,421,860)	-100.0%
Fund Balance, End of Year	3,995,164	6,882,480	-	(6,882,480)	-100.0%

### Fund Description

This fund accounts for the development impact fees received as a result of development activity within the City. The fees are primarily used to fund Capital Improvement Projects designed to mitigate the impacts of development projects.

### Analysis/Comments

Development Impact Fees vary from year-to-year, based on the anticipated transfer of funds to the Capital Improvement Program to fund a variety of capital projects. Unexpended funds from FY18-19 will carry-forward to FY19-20, and are reflected in the Adjustment to Fund Balance.

## 125 - PUBLIC EDUCATION & GOVERNMENT (PEG) FUND SUMMARY

Description	2017-2018 Actuals	2018-2019 Current Budget	2019-2020 Proposed Budget	Increase/ (Decrease)	% Increase/ Decrease
<b>Revenues by Source</b>					
<b>Taxes and Franchises</b>					
PEG FEES	253,263	226,939	210,723	(16,216)	-7.1%
<b>Use of Money and Property</b>					
INVESTMENT INTEREST	4,675	5,000	4,000	(1,000)	-20.0%
<b>Revenues/Other Sources</b>	<b>257,938</b>	<b>231,939</b>	<b>214,723</b>	<b>(17,216)</b>	<b>-7.4%</b>
<b>Expenditures by Category</b>					
CAPITAL OUTLAY	210,490	364,995	305,000	(59,995)	-16.4%
<b>Expenditures/Other Financing Uses</b>	<b>210,490</b>	<b>364,995</b>	<b>305,000</b>	<b>(59,995)</b>	<b>-16.4%</b>
Net Revenues	47,448	(133,056)	(90,277)	42,779	-12.9%
Fund Balance, Beginning of Year	309,909	357,357	224,301	(133,056)	-37.2%
Fund Balance, End of Year	357,357	224,301	134,024	(90,277)	-40.2%

### Fund Description

This fund was established to account for Public Education and Government (PEG) fees. Fees received from local cable operators for the sole purpose of supporting the access facilities and activities within the City.

### Analysis/Comments

PEG revenue is projected to decline by 7.1% in FY19-20 due to fewer cable subscribers than in the prior year. Expenditures of PEG Funds are programmed by the Information Technology Department for the replacement and upgrade of the audio-visual equipment in the Conference Center and various production equipment.

## 140 - COMMUNITY DEV BLOCK GRANT FUND SUMMARY

Description	2017-2018 Actuals	2018-2019 Current Budget	2019-2020 Proposed Budget	Increase/ (Decrease)	% Increase/ Decrease
<b>Revenues by Source</b>					
<b>Intergovernmental Revenues</b>					
COMMUNITY DEVELOPMENT BLOCK GRANT	955,538	1,036,090	559,111	(476,979)	-46.0%
<b>Revenues/Other Sources</b>	<b>955,538</b>	<b>1,036,090</b>	<b>559,111</b>	<b>(476,979)</b>	<b>-46.0%</b>
<b>Expenditures by Category</b>					
SALARIES & BENEFITS	103,055	109,385	111,685	2,300	2.1%
OPERATIONS & MAINTENANCE	140,974	113,880	123,766	9,886	8.7%
TRANSFERS	711,509	812,825	323,660	(489,165)	-60.2%
<b>Expenditures/Other Financing Uses</b>	<b>955,538</b>	<b>1,036,090</b>	<b>559,111</b>	<b>(476,979)</b>	<b>-46.0%</b>
Net Revenues	-	-	-	-	-46.0%
Fund Balance, Beginning of Year	-	-	-	-	0.0%
Fund Balance, End of Year	-	-	-	-	100.0%

### Fund Description

This fund was established to account for grants received from the U.S. Department of Housing and Urban Development (HUD). The grants are used for the redevelopment of a viable community by providing decent housing, a suitable living environment, and for expanding opportunities, principally for persons of low and moderate income.

### Analysis/Comments

CDBG revenue fluctuates year-over-year based on the projected capital expenditures. 20% of CDBG is allocated to the administration of the program, 15% is allocated toward Public Services and 65% is allocated to fund capital projects.

## 145 - TEMECULA ENERGY EFFICIENCY ASSET TEAM FUND SUMMARY

Description	2017-2018 Actuals	2018-2019 Current Budget	2019-2020 Proposed Budget	Increase/ (Decrease)	% Increase/ Decrease
<b>Revenues by Source</b>					
<b>Use of Money and Property</b>					
INVESTMENT INTEREST	2,577	3,000	2,500	(500)	-16.7%
<b>Revenues/Other Sources</b>	<b>2,577</b>	<b>3,000</b>	<b>2,500</b>	<b>(500)</b>	<b>-16.7%</b>
<b>Expenditures by Category</b>					
TRANSFERS	10,000	-	-	-	0.0%
<b>Expenditures/Other Financing Uses</b>	<b>10,000</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>0.0%</b>
Net Revenues	(7,423)	3,000	2,500	(500)	-16.7%
Fund Balance, Beginning of Year	197,697	190,274	193,274	3,000	1.6%
Fund Balance, End of Year	190,274	193,274	195,774	2,500	1.3%

### Fund Description

This fund was established to capture energy efficiency rebates and reimbursements as well as expenditure savings resulting from energy efficiency projects completed at various City facilities. Revenue collected in this fund will be utilized on future energy efficiency projects.

### Analysis/Comments

TEEM Fund revenue reflects the accrual of interest only. Expenditures of these funds will occur as energy efficiency projects are identified.

## 150 - AB 2766 MOTOR VEHICLE SUBVENTION FUND SUMMARY

Description	2017-2018 Actuals	2018-2019 Current Budget	2019-2020 Proposed Budget	Increase/ (Decrease)	% Increase/ Decrease
<b>Revenues by Source</b>					
<b>Use of Money and Property</b>					
INVESTMENT INTEREST	959	1,300	300	(1,000)	-76.9%
<b>Intergovernmental Revenues</b>					
AB2766 MOTOR VEHICLE SUBVENTION	140,467	146,230	149,155	2,925	2.0%
<b>Revenues/Other Sources</b>	<b>141,426</b>	<b>147,530</b>	<b>149,455</b>	<b>1,925</b>	<b>1.3%</b>
<b>Expenditures by Category</b>					
OPERATIONS & MAINTENANCE	10,000	10,000	10,000	-	0.0%
TRANSFERS	135,000	226,353	183,225	(43,128)	-19.1%
<b>Expenditures/Other Financing Uses</b>	<b>145,000</b>	<b>236,353</b>	<b>193,225</b>	<b>(43,128)</b>	<b>-18.2%</b>
Net Revenues	(3,574)	(88,823)	(43,770)	45,053	-10.7%
Fund Balance, Beginning of Year	136,167	132,593	43,770	(88,823)	-67.0%
Fund Balance, End of Year	132,593	43,770	-	(43,770)	-100.0%

### Fund Description

This fund was established to account for State funds that are used to implement programs and projects that reduce air pollution from motor vehicles. This fund is used for Capital projects and the City's share of WRCOG's Clean Cities Coalition.

### Analysis/Comments

AB2766 revenue is projected to increase by 2% in FY19-20. Expenditures are allocated to fund the Clean Cities Coalition, and the remainder is transferred to the Capital Improvement Program.

## 160 - SUPPLEMENTAL LAW ENFORCEMENT SERVICES FUND SUMMARY

Description	2017-2018 Actuals	2018-2019 Current Budget	2019-2020 Proposed Budget	Increase/ (Decrease)	% Increase/ Decrease
<b>Revenues by Source</b>					
<b>Use of Money and Property</b>					
INVESTMENT INTEREST	383	800	-	(800)	-100.0%
<b>Intergovernmental Revenues</b>					
SLESF GRANT	236,073	186,000	195,000	9,000	4.8%
<b>Revenues/Other Sources</b>	<b>236,456</b>	<b>186,800</b>	<b>195,000</b>	<b>8,200</b>	<b>4.4%</b>
<b>Expenditures by Category</b>					
TRANSFERS	236,456	186,800	195,000	8,200	4.4%
<b>Expenditures/Other Financing Uses</b>	<b>236,456</b>	<b>186,800</b>	<b>195,000</b>	<b>8,200</b>	<b>4.4%</b>
Net Revenues	-	-	-	-	4.4%
Fund Balance, Beginning of Year	-	-	-	-	0.0%
Fund Balance, End of Year	-	-	-	-	0.0%

### Fund Description

This fund was established to account for the Supplemental Law Enforcement Services grant monies from the State of California which are provided to assist cities in delivering front line law enforcement services. These monies supplement existing services and may not be used to supplant any existing funding for law enforcement services provided by the City.

### Analysis/Comments

Supplemental Law Enforcement Services (SLESF) revenues are projected to increase 4.8% to reflect changes in population. Expenditures reflect the transfer of these funds to the General Fund to supplement the Police budget.

## 161 - TEMECULA MAJOR CRIMES REWARD FUND SUMMARY

Description	2017-2018 Actuals	2018-2019 Current Budget	2019-2020 Proposed Budget	Increase/ (Decrease)	% Increase/ Decrease
<b>Revenues by Source</b>					
<b>Use of Money and Property</b>					
INVESTMENT INTEREST	350	400	300	(100)	-25.0%
<b>Revenues/Other Sources</b>	<b>350</b>	<b>400</b>	<b>300</b>	<b>(100)</b>	<b>-25.0%</b>
Net Revenues	350	400	300	(100)	-25.0%
Fund Balance, Beginning of Year	25,662	26,012	26,412	400	1.5%
Fund Balance, End of Year	26,012	26,412	26,712	300	1.1%

### Fund Description

This fund was established to account for a reward for information that leads to the capture and conviction of the person(s) responsible for the murder of Larry Robinson and Justin Triplett. The General Fund contributed \$25,000 and the public can also contribute to this fund. The fund was established in accordance with Resolution Nos. 13-25 and 15-37. In April of 2018, Council adopted Resolution No. 18-24 for the continuation of the reward for an additional three years to assist the Sheriff in the investigation since no person has been arrested for the Larry Robinson murder.

### Analysis/Comments

Interest accrues on the Fund Balance each year. Expenditures will be programmed when directed by the Sheriff's office.

## 165 - AFFORDABLE HOUSING FUND SUMMARY

Description	2017-2018 Actuals	2018-2019 Current Budget	2019-2020 Proposed Budget	Increase/ (Decrease)	% Increase/ Decrease
<b>Revenues by Source</b>					
<b>Miscellaneous</b>					
MISCELLANEOUS	25,973	37,222	-	(37,222)	-100.0%
<b>Licenses, Permits and Service Charges</b>					
POLICE	10	-	-	-	0.0%
<b>Use of Money and Property</b>					
INVESTMENT INTEREST	9,867	12,000	10,000	(2,000)	-16.7%
LEASE/RENTAL INCOME	29,224	122,593	93,496	(29,097)	-23.7%
OTHER	32,062	597	556	(41)	-6.9%
<b>Intergovernmental Revenues</b>					
AGENCY TRUST CONTRIBUTION	250,000	250,000	250,000	-	0.0%
<b>Reimbursements</b>					
OTHER REIMBURSEMENTS	-	1,698	-	(1,698)	-100.0%
<b>Revenues/Other Sources</b>	<b>347,136</b>	<b>424,110</b>	<b>354,052</b>	<b>(70,058)</b>	<b>-16.5%</b>
<b>Expenditures by Category</b>					
SALARIES & BENEFITS	180,681	260,716	270,553	9,837	3.8%
OPERATIONS & MAINTENANCE	122,865	252,407	252,407	-	0.0%
INTERNAL SERVICE FUND ALLOCATIONS	35,757	32,502	38,420	5,918	18.2%
<b>Expenditures/Other Financing Uses</b>	<b>339,303</b>	<b>545,625</b>	<b>561,380</b>	<b>15,755</b>	<b>2.9%</b>
Net Revenues	7,833	(121,515)	(207,328)	(85,813)	-5.6%
Fund Balance, Beginning of Year	10,811,804	10,819,637	10,698,122	(121,515)	-1.1%
Fund Balance, End of Year	10,819,637	10,698,122	10,490,794	(207,328)	-1.9%

### Fund Description

The Affordable Housing fund contains the assets as well as loan and rental income which have been transferred to the City of Temecula from the former Redevelopment Agency .

### Analysis/Comments

Affordable Housing revenue is projected to decrease by 16.5% due to less Residual Receipts revenue (categorized as Miscellaneous) and less Rental Income. Expenditures are increasing by 2.9%, due primarily to the 3% cost of living adjustment provided to employees in accordance with the City's labor agreements.

## 170 - MEASURE A FUND SUMMARY

Description	2017-2018 Actuals	2018-2019 Current Budget	2019-2020 Proposed Budget	Increase/ (Decrease)	% Increase/ Decrease
<b>Revenues by Source</b>					
<b>Use of Money and Property</b>					
INVESTMENT INTEREST	33,824	60,000	40,000	(20,000)	-33.3%
<b>Intergovernmental Revenues</b>					
MEASURE A	3,173,344	3,184,000	3,211,000	27,000	0.8%
<b>Reimbursements</b>					
OTHER REIMBURSEMENTS	35,483	-	-	-	0.0%
<b>Revenues/Other Sources</b>	<b>3,242,651</b>	<b>3,244,000</b>	<b>3,251,000</b>	<b>7,000</b>	<b>0.2%</b>
<b>Expenditures by Category</b>					
OPERATIONS & MAINTENANCE	795,372	2,008,541	2,008,541	-	0.0%
TRANSFERS	4,455,221	4,057,668	2,663,839	(1,393,829)	-34.4%
<b>Expenditures/Other Financing Uses</b>	<b>5,250,593</b>	<b>6,066,209</b>	<b>4,672,380</b>	<b>(1,393,829)</b>	<b>-23.0%</b>
Net Revenues	(2,007,942)	(2,822,209)	(1,421,380)	1,400,829	-14.9%
Fund Balance, Beginning of Year	6,251,531	4,243,589	1,421,380	(2,822,209)	-66.5%
Fund Balance, End of Year	4,243,589	1,421,380	-	(1,421,380)	-100.0%

### Fund Description

This fund was established to account for the City's allocation of the County of Riverside's additional one-half percent sales tax for transportation. These monies are restricted for use on local streets. In 2002, Measure A was extended by Riverside County voters. Measure A will continue to fund transportation improvements through 2039.

### Analysis/Comments

Measure A revenue is projected to increase slightly, however because the fund balance is being spent down, Investment Interest is projected to decrease in FY19-20. Expenditures of Measure A include transfers to fund the Pavement Rehabilitation project in the Capital Improvement Program and ongoing street and road maintenance.

## 198 - PUBLIC ART FUND SUMMARY

Description	2017-2018 Actuals	2018-2019 Current Budget	2019-2020 Proposed Budget	Increase/ (Decrease)	% Increase/ Decrease
<b>Revenues by Source</b>					
<b>Use of Money and Property</b>					
INVESTMENT INTEREST	998	1,000	1,000	-	0.0%
<b>Licenses, Permits and Service Charges</b>					
PUBLIC ART	38,566	73,511	157,928	84,417	114.8%
<b>Revenues/Other Sources</b>	<b>39,564</b>	<b>74,511</b>	<b>158,928</b>	<b>84,417</b>	<b>113.3%</b>
<b>Expenditures by Category</b>					
OPERATIONS & MAINTENANCE	-	4,026	-	(4,026)	-100.0%
TRANSFERS	82,200	-	-	-	0.0%
<b>Expenditures/Other Financing Uses</b>	<b>82,200</b>	<b>4,026</b>	<b>-</b>	<b>(4,026)</b>	<b>-100.0%</b>
Net Revenues	(42,636)	70,485	158,928	88,443	102.4%
Fund Balance, Beginning of Year	68,605	25,969	96,454	70,485	271.4%
Fund Balance, End of Year	25,969	96,454	255,382	158,928	164.8%

### Fund Description

This fund was established pursuant to Temecula Municipal Code Section 5.08.040, whereby the fund serves as a depository for the fees paid in lieu of art as well as monetary donations for public art. The Public Art In Lieu fee is one-tenth of one percent of an eligible development project in excess of \$100,000. Eligible uses of this fund include the design, acquisition, installation, improvement, maintenance and insurance of public artwork; offering of performing arts programs on City property for the community; and art education programs on City property for the community.

### Analysis/Comments

The Public Art Fund revenue is projected to increase as a result of development activity. There are no expenditures of Public Art programmed at this time.

### 395 - 2018 FINANCING LEASE (CIVIC CENTER) FUND SUMMARY

Description	2017-2018 Actuals	2018-2019 Current Budget	2019-2020 Proposed Budget	Increase/ (Decrease)	% Increase/ Decrease
<b>Revenues by Source</b>					
<b>Operating Transfers In</b>					
OPERATING TRANSFERS IN	2,135,231	2,087,124	2,075,512	(11,612)	-0.6%
<b>Revenues/Other Sources</b>	<b>2,135,231</b>	<b>2,087,124</b>	<b>2,075,512</b>	<b>(11,612)</b>	<b>-0.6%</b>
<b>Expenditures by Category</b>					
OPERATIONS & MAINTENANCE	2,135,231	2,087,124	2,075,512	(11,612)	-0.6%
<b>Expenditures/Other Financing Uses</b>	<b>2,135,231</b>	<b>2,087,124</b>	<b>2,075,512</b>	<b>(11,612)</b>	<b>-0.6%</b>
Net Revenues	-	-	-	-	-0.6%
Fund Balance, Beginning of Year	-	-	-	-	0.0%
Fund Balance, End of Year	-	-	-	-	0.0%

#### Fund Description

This fund was established to account for the payment of interest and principal of the refunding of the 2001 and 2008 Certificates of Participation (COPs). The 2001 COPs were originally issued to finance the construction of the Community Recreation Center and the 2008 COPs were originally issued to finance the construction of the Civic Center. In Fiscal Year 2018-19, the terms of the lease were refinanced, lowering the interest rate from 3.75% to 3.42%. The term of the lease expires September 1, 2033.

#### Analysis/Comments

The Financing Lease revenue reflects a transfer in from the General Fund to cover the costs of the Lease payments related to the Civic Center.

### 396 - 2018 FINANCING LEASE (MRC) FUND SUMMARY

Description	2017-2018 Actuals	2018-2019 Current Budget	2019-2020 Proposed Budget	Increase/ (Decrease)	% Increase/ Decrease
<b>Revenues by Source</b>					
<b>Reimbursements</b>					
CAPITAL IMPROVEMENT PROGRAM	-	100,000	-	(100,000)	-100.0%
<b>Operating Transfers In</b>					
OPERATING TRANSFERS IN	-	416,855	555,808	138,953	33.3%
<b>Revenues/Other Sources</b>	<b>-</b>	<b>516,855</b>	<b>555,808</b>	<b>38,953</b>	<b>7.5%</b>
<b>Expenditures by Category</b>					
OPERATIONS & MAINTENANCE	-	462,233	555,808	93,575	20.2%
<b>Expenditures/Other Financing Uses</b>	<b>-</b>	<b>462,233</b>	<b>555,808</b>	<b>93,575</b>	<b>20.2%</b>
Net Revenues	-	54,622	-	(54,622)	13.5%
Fund Balance, Beginning of Year	-	-	54,622	54,622	100.0%
Fund Balance, End of Year	-	54,622	54,622	-	0.0%

#### Fund Description

This fund was established to account for the payments of interest and principal related to the financing of the rehabilitation of the Margarita Recreation Center (MRC). The Lease Agreement, dated August 1, 2018, generated \$6.5 million in proceeds at an interest rate of 3.42%. The Term of the lease expires September 1, 2033,

#### Analysis/Comments

The Financing Lease revenue reflects a transfer in from the General Fund to cover the costs of the Lease payments associated with the renovation of the Margarita Recreation Center.



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# *Temecula Community Services District Summaries*

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The Temecula Community Services District (TCSD) was established as an assessment district to provide a comprehensive neighborhood and community park system, as well as a complement of recreational and cultural programs, community and human services and special events activities aimed at enhancing the high quality of life of our youth, teens, adults, seniors and special needs population.

The District also provides street lighting, median and slope maintenance, refuse hauling and a recycling program, emergency dirt road maintenance, library services and an intern fellowship program.



REVENUE BY SOURCE  
190 - TEMECULA COMMUNITY SERVICES DISTRICT FUND

Description	2017- 2018 Actuals	2018- 2019 Current Budget	2019- 2020 Proposed Budget	Increase/ (Decrease)	% Increase/ Decrease
<b>Taxes and Franchises</b>					
SPECIAL TAX (MEASURE C)	1,873,305	1,876,280	1,876,279	(1)	0.0%
<b>Licenses, Permits and Service Charges</b>					
CONTRACT CLASSES	1,008,764	950,000	1,000,000	50,000	5.3%
CLASSES/ACTIVITIES	48,692	36,614	36,739	125	0.3%
FACILITY RENTALS	351,410	364,970	363,518	(1,452)	-0.4%
AQUATICS	199,925	179,327	179,327	-	0.0%
MUSEUM ADMISSIONS	199,198	72,500	75,500	3,000	4.1%
THEATER ADMISSIONS	316,256	358,412	358,412	-	0.0%
SPORTS LEAGUES & TOURNAMENTS	198,648	231,388	241,888	10,500	4.5%
DAY CAMPS	121,308	109,480	109,480	-	0.0%
<b>Fines &amp; Forfeitures</b>					
FINES & FORFEITURES	50	100	100	-	0.0%
<b>Use of Money and Property</b>					
INVESTMENT INTEREST	17,217	15,000	7,000	(8,000)	-53.3%
<b>Intergovernmental Revenues</b>					
GRANTS	6,997	55,000	-	(55,000)	-100.0%
<b>Reimbursements</b>					
OTHER REIMBURSEMENTS	28,415	40,000	-	(40,000)	-100.0%
<b>Operating Transfers In</b>					
CONTRIBUTION FROM MEASURE S	5,341,503	6,211,702	7,989,182	1,777,480	28.6%
<b>Miscellaneous</b>					
MISCELLANEOUS	106,636	116,297	122,058	5,761	5.0%
<b>Total Revenues and Other Sources</b>	<b>9,818,324</b>	<b>10,617,070</b>	<b>12,359,483</b>	<b>1,742,413</b>	<b>16.4%</b>

REVENUE DETAIL  
TEMECULA COMMUNITY SERVICES DISTRICT FUND

Description	2017-2018 Actuals	2018-2019 Current Budget	2019-2020 Proposed Budget	Increase/ (Decrease)	% Increase/ Decrease
<b><u>180 - OPERATIONS</u></b>					
4004 SPECIAL TAX (MEASURE C)	451,784	208,664	423,237	214,573	102.8%
4065 INVESTMENT INTEREST	15,777	15,000	7,000	(8,000)	-53.3%
4076 REIMBURSEMENTS	4,726	-	-	-	0.0%
4089 OPERATING TRANSFER IN MEASURE S	5,341,503	6,211,702	7,989,182	1,777,480	28.6%
<b><u>181 - TCSD - SENIOR CENTER</u></b>					
4004 SPECIAL TAX (MEASURE C)	53,482	99,527	86,706	(12,821)	-12.9%
4658 WRCOG BEYOND FRAMEWORK PROGRAM	6,997	5,000	-	(5,000)	-100.0%
4980 CLASSES/ACTIVITIES	1,870	3,660	3,660	-	0.0%
4983 TRANSPORTATION	974	1,000	1,000	-	0.0%
4986 EXCURSIONS	1,230	2,163	2,163	-	0.0%
4990 INDOOR RENTALS	2,626	1,000	1,000	-	0.0%
<b><u>182 - TCSD - COMMUNITY RECREATION CENTER</u></b>					
4004 SPECIAL TAX (MEASURE C)	149,187	202,317	176,254	(26,063)	-12.9%
4070 CASH OVER & SHORT	44	-	-	-	0.0%
4966 OPEN GYM RESIDENT/NONRESIDENT	9,544	12,000	12,000	-	0.0%
4984 DAY CAMP	121,308	109,480	109,480	-	0.0%
4989 PICNIC SHELTER RENTALS	8,374	10,000	10,000	-	0.0%
4990 INDOOR RENTALS	38,773	24,267	14,267	(10,000)	-41.2%
4992 SPECIAL EVENTS	5,763	10,239	11,000	761	7.4%
4998 SKATE PARK	3,180	3,220	3,220	-	0.0%
<b><u>183 - TCSD - SPECIAL EVENTS</u></b>					
4004 SPECIAL TAX (MEASURE C)	191,550	187,809	163,615	(24,194)	-12.9%
4062 RECOVERY OF PRIOR YEAR EXPENSE	150	-	-	-	0.0%
4070 CASH OVER & SHORT	(1)	-	-	-	0.0%
4161 SPECIAL EVENT PERMITS	1,600	1,200	1,200	-	0.0%
4990 INDOOR RENTALS	(335)	-	-	-	0.0%
4992 SPECIAL EVENTS	76,206	78,578	78,578	-	0.0%
<b><u>184 - TCSD - TEMECULA COMMUNITY CENTER</u></b>					
4004 SPECIAL TAX (MEASURE C)	22,794	46,307	40,342	(5,965)	-12.9%
4990 INDOOR RENTALS	70,229	48,353	48,353	-	0.0%
<b><u>185 - TCSD - MUSEUM</u></b>					
4004 SPECIAL TAX (MEASURE C)	66,844	81,985	71,423	(10,562)	-12.9%
4058 MISCELLANEOUS	308	-	-	-	0.0%
4088 DONATIONS	-	50	50	-	0.0%
4507 PHOTO REPRODUCTIONS	-	125	125	-	0.0%
4508 GIFT SHOP	-	-	5,000	5,000	100.0%
4951 TOURS	711	1,500	1,500	-	0.0%
4953 FIELD TRIPS	4,192	2,375	2,500	125	5.3%
4980 CLASSES/ACTIVITIES	5,900	1,010	1,010	-	0.0%
4990 INDOOR RENTALS	-	900	3,400	2,500	277.8%
4991 ADMISSIONS	12,730	12,000	15,000	3,000	25.0%

**REVENUE DETAIL  
TEMECULA COMMUNITY SERVICES DISTRICT FUND**

Description	2017- 2018 Actuals	2018-2019 Current Budget	2019-2020 Proposed Budget	Increase/ (Decrease)	% Increase/ Decrease
<b><u>186 - TCSD - AQUATICS</u></b>					
4004 SPECIAL TAX (MEASURE C)	144,458	198,416	173,108	(25,308)	-12.8%
4970 SWIM LESSONS	162,303	145,000	145,000	-	0.0%
4971 LAP SWIM	9,971	11,327	11,327	-	0.0%
4972 PUBLIC SWIM	13,761	15,000	15,000	-	0.0%
4973 FAMILY NIGHT SWIM	1,140	2,000	2,000	-	0.0%
4974 POOL RENTALS	16,786	15,000	21,048	6,048	40.3%
4976 NON RESIDENT SWIM	12,750	6,000	6,000	-	0.0%
4980 CLASSES/ACTIVITIES	30,831	23,700	23,700	-	0.0%
<b><u>187 - TCSD - SPORTS</u></b>					
4004 SPECIAL TAX (MEASURE C)	75,166	64,020	55,772	(8,248)	-12.9%
4959 ADULT BASKETBALL LEAGUE	-	6,615	9,615	3,000	45.4%
4960 ADULT SOFTBALL	50,992	70,192	70,192	-	0.0%
4962 HOCKEY	19,819	17,500	30,000	12,500	71.4%
4963 TOURNAMENTS	94,910	109,641	104,641	(5,000)	-4.6%
4964 ADULT SOFTBALL NON-RESIDENT	10,355	12,220	12,220	-	0.0%
4965 YOUTH LEAGUES - NON RESIDENT	9,595	-	-	-	0.0%
4988 FIELD RENTALS/LIGHTS	134,413	145,000	145,000	-	0.0%
4994 TENNIS	253	-	-	-	0.0%
4997 CONCESSIONS	16,171	15,375	15,375	-	0.0%
<b><u>188 - TCSD - CHILDRENS MUSEUM</u></b>					
4004 SPECIAL TAX (MEASURE C)	38,712	20,732	18,062	(2,670)	-12.9%
4991 ADMISSIONS	123,073	-	-	-	0.0%
<b><u>189 - TCSD - COMMUNITY THEATER</u></b>					
4004 SPECIAL TAX (MEASURE C)	242,390	258,742	225,410	(33,332)	-12.9%
4058 MISCELLANEOUS	500	-	-	-	0.0%
4070 CASH OVER & SHORT	(20)	-	-	-	0.0%
4088 DONATIONS	-	500	500	-	0.0%
4901 FRONT OF HOUSE FEES	7,498	10,000	10,000	-	0.0%
4906 THEATER-STAGEHAND LABOR REIMB.	111,485	105,012	105,012	-	0.0%
4907 THEATER-TICKET SERVICES REIMB.	38,131	39,900	39,900	-	0.0%
4910 THEATER-TEMECULA PRESENTS	159,142	203,500	203,500	-	0.0%
4990 INDOOR RENTALS	39,272	76,000	76,000	-	0.0%
4991 ADMISSIONS	62,684	59,000	59,000	-	0.0%
4997 CONCESSIONS	1,576	1,400	1,400	-	0.0%
4999 THEATER-EQUIPMENT RENTALS	12,620	19,250	19,250	-	0.0%
<b><u>190 - TCSD - CULTURAL ARTS</u></b>					
4004 SPECIAL TAX (MEASURE C)	51,628	59,272	51,637	(7,635)	-12.9%
4992 SPECIAL EVENTS	300	300	300	-	0.0%
<b><u>193 - TCSD-CONFERENCE CENTER</u></b>					
4004 SPECIAL TAX (MEASURE C)	19,200	16,014	13,951	(2,063)	-12.9%
4990 INDOOR RENTALS	28,652	25,200	25,200	-	0.0%

REVENUE DETAIL  
TEMECULA COMMUNITY SERVICES DISTRICT FUND

Description	2017- 2018 Actuals	2018-2019 Current Budget	2019-2020 Proposed Budget	Increase/ (Decrease)	% Increase/ Decrease
<b><u>194 - TCSD- HUMAN SERVICES</u></b>					
4004 SPECIAL TAX (MEASURE C)	39,435	42,160	36,729	(5,431)	-12.9%
4980 CLASSES/ACTIVITIES	2,095	1,506	1,506	-	0.0%
4992 SPECIAL EVENTS	3,266	5,690	5,690	-	0.0%
4995 HIGH HOPES	2,396	4,040	4,040	-	0.0%
<b><u>195 - TCSD-MARGARITA RECREATION CENTER</u></b>					
4004 SPECIAL TAX (MEASURE C)	9,666	30,336	26,428	(3,908)	-12.9%
<b><u>196 - TCSD-JEFFERSON RECREATION CENTER</u></b>					
4004 SPECIAL TAX (MEASURE C)	-	10,155	8,847	(1,308)	-12.9%
<b><u>197 - TCSD-CONTRACT CLASSES</u></b>					
4004 SPECIAL TAX (MEASURE C)	185,968	163,834	142,728	(21,106)	-12.9%
4982 CONTRACTED CLASSES	1,008,764	950,000	1,000,000	50,000	5.3%
<b><u>198 - TCSD-PARK RANGERS</u></b>					
4004 SPECIAL TAX (MEASURE C)	41,714	41,976	36,569	(5,407)	-12.9%
4257 PARK RANGER CITATIONS	50	100	100	-	0.0%
<b><u>201 - TCSD-RESPONSIBLE COMPASSION</u></b>					
4004 SPECIAL TAX (MEASURE C)	89,327	144,014	125,461	(18,553)	-12.9%
4076 REIMBURSEMENTS	23,689	40,000	-	(40,000)	-100.0%
4658 WRCOG BEYOND FRAMEWORK PROGRAM	-	50,000	-	(50,000)	-100.0%
<b><u>199 - NON-DEPARTMENTAL</u></b>					
4545 GASB 31 - FMV ON INVESTMENTS	1,417	-	-	-	0.0%
<b>TOTAL TEMECULA COMMUNITY SERVICES DISTRICT FUND</b>	<b>9,818,324</b>	<b>10,617,070</b>	<b>12,359,483</b>	<b>1,742,413</b>	<b>16.4%</b>

REVENUE DETAIL  
TEMECULA COMMUNITY SERVICES DISTRICT FUND

Description	2017- 2018 Actuals	2018-2019 Current Budget	2019-2020 Proposed Budget	Increase/ (Decrease)	% Increase/ Decrease
<b>192 - TCSD SERVICE LEVEL "B" STREET LIGHTS FUND</b>					
4005 ASSESSMENTS	640,812	641,384	640,767	(617)	-0.1%
4065 INVESTMENT INTEREST	2,728	1,200	200	(1,000)	-83.3%
4089 OPERATING TRANSFER IN MEASURE S	360,251	62,661	71,037	8,376	13.4%
4545 GASB 31 - FMV ON INVESTMENTS	114	-	-	-	0.0%
<b>TOTAL TCSD SERVICE LEVEL "B" STREET LIGHTS FUND</b>	<b>1,003,905</b>	<b>705,245</b>	<b>712,004</b>	<b>6,759</b>	<b>1.0%</b>
<b>5XX - TCSD SERVICE LEVEL "C" SLOPE MAINTENANCE FUNDS</b>					
4005 ASSESSMENTS	1,591,716	1,586,430	1,587,230	800	0.1%
4062 RECOVERY OF PRIOR YEAR EXPENSE	11,650	-	-	-	0.0%
4065 INVESTMENT INTEREST	17,263	19,000	-	(19,000)	-100.0%
4076 REIMBURSEMENTS	131	-	-	-	0.0%
4545 GASB 31 - FMV ON INVESTMENTS	455	-	-	-	0.0%
<b>TOTAL TCSD SERVICE LEVEL "B" STREET LIGHTS FUND</b>	<b>1,621,215</b>	<b>1,605,430</b>	<b>1,587,230</b>	<b>(18,200)</b>	<b>-1.1%</b>
<b>194 - TCSD SERVICE LEVEL "D" REFUSE/RECYCLING FUND</b>					
4005 ASSESSMENTS	7,680,091	7,991,790	8,491,541	499,751	6.3%
4065 INVESTMENT INTEREST	14,142	5,000	5,000	-	0.0%
4096 RECYCLING PROGRAM	17,906	18,000	18,000	-	0.0%
4545 GASB 31 - FMV ON INVESTMENTS	(2,923)	-	-	-	0.0%
<b>TOTAL TCSD SERVICE LEVEL "D" REFUSE/RECYCLING FUND</b>	<b>7,709,216</b>	<b>8,014,790</b>	<b>8,514,541</b>	<b>499,751</b>	<b>6.2%</b>
<b>195 - TCSD SERVICE LEVEL "R" STREET/ROAD MAINT FUND</b>					
4005 ASSESSMENTS	5,619	5,532	5,532	-	0.0%
4065 INVESTMENT INTEREST	604	400	300	(100)	-25.0%
4545 GASB 31 - FMV ON INVESTMENTS	4	-	-	-	0.0%
<b>TOTAL TCSD SERVICE LEVEL "R" STREET/ROAD MAINT FUND</b>	<b>6,227</b>	<b>5,932</b>	<b>5,832</b>	<b>(100)</b>	<b>-1.7%</b>
<b>196 - TCSD SERVICE LEVEL "L" LAKE PARK MAINT. FUND</b>					
4005 ASSESSMENTS	239,939	241,870	244,289	2,419	1.0%
4007 HARVESTON LAKE BOAT REVENUE	4,150	4,200	4,200	-	0.0%
4062 RECOVERY OF PRIOR YEAR EXPENSE	1,473	-	-	-	0.0%
4065 INVESTMENT INTEREST	4,423	5,500	4,000	(1,500)	-27.3%
4076 REIMBURSEMENTS	18	-	-	-	0.0%
4545 GASB 31 - FMV ON INVESTMENTS	104	-	-	-	0.0%
<b>TOTAL TCSD SERVICE LEVEL "L" LAKE PARK MAINT. FUND</b>	<b>250,107</b>	<b>251,570</b>	<b>252,489</b>	<b>919</b>	<b>0.4%</b>

REVENUE DETAIL  
TEMECULA COMMUNITY SERVICES DISTRICT FUND

Description	2017- 2018 Actuals	2018-2019 Current Budget	2019-2020 Proposed Budget	Increase/ (Decrease)	% Increase/ Decrease
<b>197 - TEMECULA LIBRARY FUND</b>					
4062 RECOVERY OF PRIOR YEAR EXPENSE	3,762	-	-	-	0.0%
4065 INVESTMENT INTEREST	2,571	5,000	3,000	(2,000)	-40.0%
4076 REIMBURSEMENTS	168	-	-	-	0.0%
4089 OPERATING TRANSFER IN MEASURE S	770,734	662,527	921,203	258,676	39.0%
4271 FINES & FEES	78,582	69,000	69,000	-	0.0%
4272 LOST DAMAGED MATERIALS	(494)	-	-	-	0.0%
4273 PRINTING & COPIES	21,107	23,760	21,860	(1,900)	-8.0%
4274 FACILITIES RENTALS	4,830	15,000	15,000	-	0.0%
4545 GASB 31 - FMV ON INVESTMENTS	292	-	-	-	0.0%
<b>TOTAL TEMECULA LIBRARY FUND</b>	<b>881,552</b>	<b>775,287</b>	<b>1,030,063</b>	<b>254,776</b>	<b>32.9%</b>



TEMECULA COMMUNITY SERVICES DISTRICT (TCSD) ALL FUNDS COMBINED

Description	2017-2018 Actuals	2018-2019 Current Budget	2019-2020 Proposed Budget	Increase/ (Decrease)	% Increase/ Decrease
<b>Revenues by Fund</b>					
190 - Temecula Community Services District Fund	9,818,324	10,617,070	12,359,483	1,742,413	16.4%
192 - TCSD Service Level "B" Street Lights Fund	1,003,905	705,245	712,004	6,759	1.0%
194 - TCSD Service Level "D" Refuse/Recycling Fund	7,709,216	8,014,790	8,514,541	499,751	6.2%
195 - TCSD Service Level "R" Street/Road Maint Fund	6,227	5,932	5,832	(100)	-1.7%
196 - TCSD Service Level "L" Lake Park Maint. Fund	250,107	251,570	252,489	919	0.4%
197 - Temecula Library Fund	881,552	775,287	1,030,063	254,776	32.9%
501-530 Service Level C	1,621,679	1,605,430	1,587,230	(18,200)	-1.1%
<b>Total Revenues and Other Sources</b>	<b>21,291,010</b>	<b>21,975,324</b>	<b>24,461,642</b>	<b>2,486,318</b>	<b>11.3%</b>
<b>Expenditures by Fund</b>					
190 - Temecula Community Services District Fund	10,029,447	11,490,480	12,313,658	823,178	7.2%
192 - TCSD Service Level "B" Street Lights Fund	911,766	789,201	789,853	652	0.1%
194 - TCSD Service Level "D" Refuse/Recycling Fund	7,843,263	8,078,891	8,574,356	495,465	6.1%
195 - TCSD Service Level "R" Street/Road Maint Fund	2,847	29,663	5,532	(24,131)	-81.4%
196 - TCSD Service Level "L" Lake Park Maint. Fund	231,793	247,276	259,032	11,756	4.8%
197 - Temecula Library Fund	783,315	994,140	1,042,277	48,137	4.8%
501-530 Service Level C	1,406,394	1,553,144	1,823,065	269,921	17.4%
<b>Total Expenditures and Other Financial Uses</b>	<b>21,208,825</b>	<b>23,182,795</b>	<b>24,807,774</b>	<b>1,624,979</b>	<b>7.0%</b>
Excess of Revenues Over (Under) Expenditures	82,185	(1,207,471)	(346,132)	861,339	9.1%
Fund Balance, Beginning of Year	3,837,080	3,919,265	2,711,794	(1,207,471)	-30.8%
<b>Fund Balance, End of Year</b>	<b>3,919,265</b>	<b>2,711,794</b>	<b>2,365,662</b>	<b>(346,132)</b>	<b>-12.8%</b>

**Fund Description**

The Temecula Community Services District is a separate governmental entity created to provide Parks and Recreation services as well as the maintenance of parks and facilities, residential street lights, slopes, refuse and recycling, maintenance of rural roads, lake park maintenance, and library services.

## TEMECULA COMMUNITY SERVICES DISTRICT (TCSD) OPERATIONS SUMMARY

### Fund: 190 - TEMECULA COMMUNITY SERVICES DISTRICT FUND

Description	2017-2018 Actuals	2018-2019 Current Budget	2019-2020 Proposed Budget	Increase/ (Decrease)	% Increase/ Decrease
<b>Revenues by Department</b>					
OPERATIONS	5,813,790	6,435,366	8,419,419	1,984,053	30.8%
SENIOR CENTER	67,179	112,350	94,529	(17,821)	-15.9%
COMMUNITY RECREATION CENTER	336,173	371,523	336,221	(35,302)	-9.5%
SPECIAL EVENTS	269,170	267,587	243,393	(24,194)	-9.0%
TEMECULA COMMUNITY CENTER	93,023	94,660	88,695	(5,965)	-6.3%
MUSEUM	90,685	99,945	100,008	63	0.1%
AQUATICS	392,000	416,443	397,183	(19,260)	-4.6%
SPORTS	411,674	440,563	442,815	2,252	0.5%
CHILDRENS MUSEUM	161,785	20,732	18,062	(2,670)	-12.9%
COMMUNITY THEATER	675,278	773,304	739,972	(33,332)	-4.3%
CULTURAL ARTS	51,928	59,572	51,937	(7,635)	-12.8%
CONFERENCE CENTER	47,852	41,214	39,151	(2,063)	-5.0%
HUMAN SERVICES	47,192	53,396	47,965	(5,431)	-10.2%
MARGARITA RECREATION CENTER	9,666	30,336	26,428	(3,908)	-12.9%
JEFFERSON RECREATION CENTER	-	10,155	8,847	(1,308)	-12.9%
CONTRACT CLASSES	1,194,732	1,113,834	1,142,728	28,894	2.6%
PARK RANGERS	41,764	42,076	36,669	(5,407)	-12.9%
NON-DEPARTMENTAL	1,417	-	-	-	0.0%
RESPONSIBLE COMPASSION	113,016	234,014	125,461	(108,553)	-46.4%
<b>Total Revenues and Other Sources</b>	<b>9,818,324</b>	<b>10,617,070</b>	<b>12,359,483</b>	<b>1,742,413</b>	<b>16.4%</b>
<b>Expenditures by Department</b>					
OPERATIONS	2,242,443	2,968,333	3,264,528	296,195	10.0%
SENIOR CENTER	348,799	453,462	482,327	28,865	6.4%
COMMUNITY RECREATION CENTER	965,363	970,767	1,023,489	52,722	5.4%
SPECIAL EVENTS	843,888	996,235	1,138,026	141,791	14.2%
TEMECULA COMMUNITY CENTER	197,289	228,887	372,175	143,288	62.6%
MUSEUM	363,662	525,181	558,568	33,387	6.4%
AQUATICS	901,744	1,058,707	1,140,895	82,188	7.8%
SPORTS	292,435	333,290	343,974	10,684	3.2%
CHILDRENS MUSEUM	270,383	107,325	81,223	(26,102)	-24.3%
COMMUNITY THEATER	1,304,237	1,418,818	1,422,256	3,438	0.2%
CULTURAL ARTS	238,270	257,657	247,265	(10,392)	-4.0%
CONFERENCE CENTER	72,494	109,383	-	(109,383)	-100.0%
HUMAN SERVICES	175,757	180,356	207,475	27,119	15.0%
MARGARITA RECREATION CENTER	122,682	186,219	159,731	(26,488)	-14.2%
JEFFERSON RECREATION CENTER	33,800	52,569	54,709	2,140	4.1%
CONTRACT CLASSES	932,016	867,373	878,815	11,442	1.3%
PARK RANGERS	175,293	288,876	385,434	96,558	33.4%
RESPONSIBLE COMPASSION	548,892	487,042	552,768	65,726	13.5%
<b>Total Expenditures and Other Financial Uses</b>	<b>10,029,447</b>	<b>11,490,480</b>	<b>12,313,658</b>	<b>823,178</b>	<b>7.2%</b>
Excess of Revenues Over (Under) Expenditures	(211,123)	(873,410)	45,825	919,235	11.6%

## TEMECULA COMMUNITY SERVICES DISTRICT (TCSD) OPERATIONS SUMMARY

### Fund: 190 - TEMECULA COMMUNITY SERVICES DISTRICT FUND

Description	2017-2018 Actuals	2018-2019 Current Budget	2019-2020 Proposed Budget	Increase/ (Decrease)	% Increase/ Decrease
Fund Balance, Beginning of Year	1,138,708	927,585	54,175	(873,410)	-94.2%
Fund Balance, End of Year	927,585	54,175	100,000	45,825	84.6%

#### Fund Description

Citywide Operations reflects the collection of the Special Tax (Measure C) charged to households for recreation programs as well as fees for classes and activities. Accounts for facility operations, maintenance, and community recreation programs. Measure C was approved by residents in 1997 at a rate of \$74.44 per parcel for the purpose of maintaining the City's parks, recreation facilities, aerial street lighting and traffic signals. The Special Tax revenue is allocated equally between TCSD and the General Fund to fund both recreation programs and parks maintenance.

#### Analysis/Comments

TCSD revenue is projected to increase in FY19-20 due to a higher contribution from Measure S to cover the higher level of expenditures. Expenditures are projected to increase by 7.2% due to a combination of the cost of living adjustment provided to employees, per the City's labor agreements, plus the conversion cost of two positions from part-time project to fully-benefitted, authorized employees.

## 192 - TCSD SERVICE LEVEL "B" STREET LIGHTS FUND SUMMARY

Description	2017-2018 Actuals	2018-2019 Current Budget	2019-2020 Proposed Budget	Increase/ (Decrease)	% Increase/ Decrease
<b>Revenues by Source</b>					
<b>Licenses, Permits and Service Charges</b>					
ASSESSMENTS	640,812	641,384	640,767	(617)	-0.1%
<b>Use of Money and Property</b>					
INVESTMENT INTEREST	2,842	1,200	200	(1,000)	-83.3%
<b>Operating Transfers In</b>					
CONTRIBUTION FROM MEASURE S	360,251	62,661	71,037	8,376	13.4%
<b>Revenues/Other Sources</b>	<b>1,003,905</b>	<b>705,245</b>	<b>712,004</b>	<b>6,759</b>	<b>1.0%</b>
<b>Expenditures by Category</b>					
SALARIES & BENEFITS	17,329	21,451	22,103	652	3.0%
OPERATIONS & MAINTENANCE	894,437	767,750	767,750	-	0.0%
<b>Expenditures/Other Financing Uses</b>	<b>911,766</b>	<b>789,201</b>	<b>789,853</b>	<b>652</b>	<b>0.1%</b>
Net Revenues	92,139	(83,956)	(77,849)	6,107	0.5%
Fund Balance, Beginning of Year	169,049	261,188	177,232	(83,956)	-32.1%
Fund Balance, End of Year	261,188	177,232	99,383	(77,849)	-43.9%

### Fund Description

Service Level B reflects the collection of benefit assessments charged to property owners. Service Level B includes only those parcels within residential subdivisions that receive residential street lighting services. This service level includes operational, administrative, maintenance and utility costs of residential street lights.

### Analysis/Comments

Service Level B revenue is projected to increase by 1% in FY19-20, due primarily to the transfer in of Measure S funds to cover the increased expenditures and use of prior year fund balance.

## 194 - TCSD SERVICE LEVEL "D" REFUSE/RECYCLING FUND SUMMARY

Description	2017-2018 Actuals	2018-2019 Current Budget	2019-2020 Proposed Budget	Increase/ (Decrease)	% Increase/ Decrease
<b>Revenues by Source</b>					
<b>Licenses, Permits and Service Charges</b>					
ASSESSMENTS	7,680,091	7,991,790	8,491,541	499,751	6.3%
RECYCLING PROGRAM	17,906	18,000	18,000	-	0.0%
<b>Use of Money and Property</b>					
INVESTMENT INTEREST	11,219	5,000	5,000	-	0.0%
<b>Revenues/Other Sources</b>	<b>7,709,216</b>	<b>8,014,790</b>	<b>8,514,541</b>	<b>499,751</b>	<b>6.2%</b>
<b>Expenditures by Category</b>					
SALARIES & BENEFITS	112,552	70,247	71,892	1,645	2.3%
OPERATIONS & MAINTENANCE	7,730,711	8,008,644	8,502,464	493,820	6.2%
<b>Expenditures/Other Financing Uses</b>	<b>7,843,263</b>	<b>8,078,891</b>	<b>8,574,356</b>	<b>495,465</b>	<b>6.1%</b>
Net Revenues	(134,047)	(64,101)	(59,815)	4,286	6.2%
Fund Balance, Beginning of Year	428,536	294,489	230,388	(64,101)	-21.8%
Fund Balance, End of Year	294,489	230,388	170,573	(59,815)	-26.0%

### Fund Description

Service Level D Fund is used to collect benefit assessments charged to property owners for the purpose of providing refuse collection, recycling, and street sweeping throughout the City, which is provided by CR&R. In addition, Service Level D has received grants to increase recycling efforts Citywide.

### Analysis/Comments

Service Level D revenue is projected to increase by 6.2% due to a combination of the contractually-obligated inflation tied to the Consumer Price Index and County tipping fees, plus an "extra-ordinary" charge by CR&R to cover the economic impact of the constrained recycling market. The "extra-ordinary" charge makes up approximately half of the rate increase for FY19-20.

## 195 - TCSD SERVICE LEVEL "R" STREET/ROAD MAINT FUND SUMMARY

Description	2017-2018 Actuals	2018-2019 Current Budget	2019-2020 Proposed Budget	Increase/ (Decrease)	% Increase/ Decrease
<b>Revenues by Source</b>					
<b>Licenses, Permits and Service Charges</b>					
ASSESSMENTS	5,619	5,532	5,532	-	0.0%
<b>Use of Money and Property</b>					
INVESTMENT INTEREST	608	400	300	(100)	-25.0%
<b>Revenues/Other Sources</b>	<b>6,227</b>	<b>5,932</b>	<b>5,832</b>	<b>(100)</b>	<b>-1.7%</b>
<b>Expenditures by Category</b>					
OPERATIONS & MAINTENANCE	2,847	29,663	5,532	(24,131)	-81.4%
<b>Expenditures/Other Financing Uses</b>	<b>2,847</b>	<b>29,663</b>	<b>5,532</b>	<b>(24,131)</b>	<b>-81.4%</b>
Net Revenues	3,380	(23,731)	300	24,031	-68.1%
Fund Balance, Beginning of Year	23,411	26,791	3,060	(23,731)	-88.6%
Fund Balance, End of Year	26,791	3,060	3,360	300	9.8%

### Fund Description

Service Level R Fund reflects the operational, administrative, construction and maintenance costs for certain unpaved roads that become inaccessible after inclement weather. Zone R-1 provides service in the Nicolas/Liefer Road area. The maximum rate that can be charged for Zone R-1 for an improved parcel is \$115.26 and for an unimproved parcel is \$57.62.

### Analysis/Comments

Service Level R revenue is projected to remain constant in FY19-20, as all homes in the service area are assessed. Expenditures are projected to decline due to excessive storm activity occurring in FY18-19 causing emergency repairs to the Liefer Road area.

## 196 - TCSD SERVICE LEVEL "L" LAKE PARK MAINT. FUND SUMMARY

Description	2017-2018 Actuals	2018-2019 Current Budget	2019-2020 Proposed Budget	Increase/ (Decrease)	% Increase/ Decrease
<b>Revenues by Source</b>					
<b>Licenses, Permits and Service Charges</b>					
ASSESSMENTS	239,939	241,870	244,289	2,419	1.0%
HARVESTON LAKE BOAT REVENUE	4,150	4,200	4,200	-	0.0%
<b>Use of Money and Property</b>					
INVESTMENT INTEREST	4,527	5,500	4,000	(1,500)	-27.3%
<b>Reimbursements</b>					
OTHER REIMBURSEMENTS	18	-	-	-	0.0%
<b>Miscellaneous</b>					
MISCELLANEOUS	1,473	-	-	-	0.0%
<b>Revenues/Other Sources</b>	<b>250,107</b>	<b>251,570</b>	<b>252,489</b>	<b>919</b>	<b>0.4%</b>
<b>Expenditures by Category</b>					
SALARIES & BENEFITS	18,921	17,706	26,101	8,395	47.4%
OPERATIONS & MAINTENANCE	212,872	229,570	232,931	3,361	1.5%
<b>Expenditures/Other Financing Uses</b>	<b>231,793</b>	<b>247,276</b>	<b>259,032</b>	<b>11,756</b>	<b>4.8%</b>
Net Revenues	18,314	4,294	(6,543)	(10,837)	2.5%
Fund Balance, Beginning of Year	384,354	402,668	406,962	4,294	1.1%
Fund Balance, End of Year	402,668	406,962	400,419	(6,543)	-1.6%

### Fund Description

Service Level L Fund reflects the benefit assessments charged to property owners for the purpose of maintaining the Harveston Lake Park. Expenditures include operational, administrative and maintenance costs.

### Analysis/Comments

Service Level L revenue is projected to increase by 1% in FY19-20. Expenditures are projected to increase due to rising costs of landscape maintenance.

## 501 - 530 SERVICE LEVEL "C" FUNDS

Description	2017-2018 Actuals	2018-2019 Current Budget	2019-2020 Proposed Budget	Increase/ (Decrease)	% Increase/ Decrease
<b>Revenues by Source</b>					
<b>Licenses, Permits and Service Charges</b>					
ASSESSMENTS	1,591,716	1,586,430	1,587,230	800	0.1%
<b>Use of Money and Property</b>					
INVESTMENT INTEREST	18,182	19,000	-	(19,000)	-100.0%
<b>Reimbursements</b>					
OTHER REIMBURSEMENTS	131	-	-	-	0.0%
<b>Miscellaneous</b>					
MISCELLANEOUS	11,650	-	-	-	0.0%
<b>Revenues/Other Sources</b>	<b>1,621,679</b>	<b>1,605,430</b>	<b>1,587,230</b>	<b>(18,200)</b>	<b>-1.1%</b>
<b>Expenditures by Category</b>					
SALARIES & BENEFITS	88,801	67,424	62,453	(4,971)	-7.4%
OPERATIONS & MAINTENANCE	1,317,593	1,485,720	1,760,612	274,892	18.5%
<b>Expenditures/Other Financing Uses</b>	<b>1,406,394</b>	<b>1,553,144</b>	<b>1,823,065</b>	<b>269,921</b>	<b>17.4%</b>
Net Revenues	215,285	52,286	(235,835)	(288,121)	-551.0%
Fund Balance, Beginning of Year	1,440,507	1,655,792	1,708,078	52,286	3.2%
Fund Balance, End of Year	1,655,792	1,708,078	1,472,243	(235,835)	-13.8%

### Fund Description

Service Level C Fund reflects the collection of benefit assessments charged to property owners for the purpose of providing perimeter landscaping and slope maintenance throughout the City. Service Level C assesses only those parcels within residential subdivisions receiving TCSD perimeter landscaping and slope maintenance and are separated into 32 zones. The rate levels for Zones 6 and 29, are subject to a Consumer Price Index-Urban Consumers (CPI-U) annual inflator while all other rate levels will not increase. Zones 30-32 will not be assessed, as the property owners have elected to have the landscaping maintained by the respective Homeowner's Associations (HOAs).

## 197 - TEMECULA LIBRARY FUND SUMMARY

Description	2017-2018 Actuals	2018-2019 Current Budget	2019-2020 Proposed Budget	Increase/ (Decrease)	% Increase/ Decrease
<b>Revenues by Source</b>					
<b>Licenses, Permits and Service Charges</b>					
PRINTING & COPIES	21,107	23,760	21,860	(1,900)	-8.0%
<b>Fines &amp; Forfeitures</b>					
FINES & FORFEITURES	78,582	69,000	69,000	-	0.0%
LOST AND DAMAGED MATERIALS	(494)	-	-	-	0.0%
<b>Use of Money and Property</b>					
INVESTMENT INTEREST	2,863	5,000	3,000	(2,000)	-40.0%
LEASE/RENTAL INCOME	4,830	15,000	15,000	-	0.0%
<b>Reimbursements</b>					
OTHER REIMBURSEMENTS	168	-	-	-	0.0%
<b>Operating Transfers In</b>					
CONTRIBUTION FROM MEASURE S	770,734	662,527	921,203	258,676	39.0%
<b>Miscellaneous</b>					
MISCELLANEOUS	3,762	-	-	-	0.0%
<b>Revenues/Other Sources</b>	<b>881,552</b>	<b>775,287</b>	<b>1,030,063</b>	<b>254,776</b>	<b>32.9%</b>
<b>Expenditures by Category</b>					
SALARIES & BENEFITS	82,408	88,004	114,116	26,112	29.7%
OPERATIONS & MAINTENANCE	455,683	521,397	518,744	(2,653)	-0.5%
INTERNAL SERVICE FUND ALLOCATIONS	245,224	372,739	403,342	30,603	8.2%
CAPITAL OUTLAY	-	12,000	6,075	(5,925)	-49.4%
<b>Expenditures/Other Financing Uses</b>	<b>783,315</b>	<b>994,140</b>	<b>1,042,277</b>	<b>48,137</b>	<b>4.8%</b>
Net Revenues	98,237	(218,853)	(12,214)	206,639	17.1%
Fund Balance, Beginning of Year	244,833	343,070	124,217	(218,853)	-63.8%
Fund Balance, End of Year	343,070	124,217	112,003	(12,214)	-9.8%

### Fund Description

The Library Fund is used to account for the maintenance and operations of the Ronald H. Roberts Temecula Public Library on Pauba Road.

### Analysis/Comments

The Library Fund revenue is projected to increase by 32.9% due to the higher allocation of Measure S funding towards the Library Fund. The increased contribution is needed to cover the use of Fund Balance in the prior year, and to cover the 4.8% increase in operating expenditures for FY19-20, which are driving by increased personnel costs due to the cost of living adjustment and higher Internal Service charges for technology.



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# *Successor Agency to the Temecula Redevelopment Agency Summary*

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The Successor Agency to the Temecula Redevelopment Agency, known as SARDA, was established in 2012, per Assembly Bill 1x26, which dissolved all California Redevelopment Agencies.

SARDA activities are limited to those necessary to pay the outstanding debts and obligations of the former Redevelopment Agency.



### 380 - SARDA DEBT SERVICE FUND SUMMARY

Description	2017-2018 Actuals	2018-2019 Current Budget	2019-2020 Proposed Budget	Increase/ (Decrease)	% Increase/ Decrease
<b>Revenues by Source</b>					
<b>Taxes and Franchises</b>					
REDEVELOPMENT PROPERTY TAX FUND DISTRIBUTION	-	6,769,672	5,155,731	(1,613,941)	-23.8%
<b>Use of Money and Property</b>					
INVESTMENT INTEREST	165,744	300,000	300,000	-	0.0%
<b>Reimbursements</b>					
OTHER REIMBURSEMENTS	155,176	-	-	-	0.0%
<b>Operating Transfers In</b>					
OPERATING TRANSFERS IN	6,403,710	-	-	-	0.0%
<b>Revenues/Other Sources</b>	<b>6,724,630</b>	<b>7,069,672</b>	<b>5,455,731</b>	<b>(1,613,941)</b>	<b>-22.8%</b>
<b>Expenditures by Category</b>					
OPERATIONS & MAINTENANCE	820,634	1,181,490	1,181,490	-	0.0%
DEBT SERVICE - PRINCIPAL	-	2,300,000	2,370,000	70,000	3.0%
DEBT SERVICE - INTEREST	3,576,330	3,288,182	3,228,831	(59,351)	-1.8%
TRANSFERS	256,938	750,000	750,000	-	0.0%
<b>Expenditures/Other Financing Uses</b>	<b>4,653,902</b>	<b>7,519,672</b>	<b>7,530,321</b>	<b>10,649</b>	<b>0.1%</b>
Net Revenues	2,070,728	(450,000)	(2,074,590)	(1,624,590)	-11.0%
Fund Balance, Beginning of Year	(39,070,297)	(36,999,569)	(37,449,569)	(450,000)	-1.2%
Fund Balance, End of Year	(36,999,569)	(37,449,569)	(39,524,159)	(2,074,590)	-5.5%

#### Fund Description

The Successor Agency to the Redevelopment Agency (SARDA) Debt Service Fund was established to account for payment obligations of the Successor Agency as a result of the State's dissolution of Redevelopment Agencies. This is a private-purpose trust fund that is used to account for resources held and administered by the SARDA acting in a fiduciary capacity for other governments.

#### Analysis/Comments

SARDA revenue is correlated with the former Redevelopment Agency's Recognized Obligation Payment Schedule (ROPS), and varies based on the obligations for each given fiscal year. Debt Service expenditures are in accordance with the 2017A and 2017B Tax Allocation Refunding Bonds.



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# *Internal Service Fund Summaries*

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Internal Service Funds (ISFs) are used to account for the funding of goods and services provided by one department to other benefitting departments on a cost-reimbursement basis.





**REVENUE DETAIL**  
**INTERNAL SERVICE FUNDS**

Description	2017-2018 Actuals	2018-2019 Current Budget	2019-2020 Proposed Budget	Increase/ (Decrease)	% Increase/ Decrease
<b><u>300 - INSURANCE FUND</u></b>					
4062 RECOVERY OF PRIOR YEAR EXPENSE	-	157,788	-	(157,788)	-100.0%
4065 INVESTMENT INTEREST	4,421	4,600	3,000	(1,600)	-34.8%
4176 CHARGES FOR SERVICES	1,172,356	992,137	1,433,913	441,776	44.5%
4545 GASB 31 - FMV ON INVESTMENTS	117	-	-	-	0.0%
<b>TOTAL INSURANCE FUND</b>	<b>1,176,894</b>	<b>1,154,525</b>	<b>1,436,913</b>	<b>282,388</b>	<b>24.5%</b>
<b><u>305 - WORKERS' COMPENSATION FUND</u></b>					
4065 INVESTMENT INTEREST	13,329	20,000	13,000	(7,000)	-35.0%
4176 CHARGES FOR SERVICES	693,485	690,333	328,000	(362,333)	-52.5%
4545 GASB 31 - FMV ON INVESTMENTS	403	-	-	-	0.0%
<b>TOTAL WORKERS' COMPENSATION FUND</b>	<b>707,217</b>	<b>710,333</b>	<b>341,000</b>	<b>(369,333)</b>	<b>-52.0%</b>
<b><u>310 - VEHICLES AND EQUIPMENT FUND</u></b>					
4065 INVESTMENT INTEREST	23,774	35,000	24,000	(11,000)	-31.4%
4089 OPERATING TRANSFER IN MEASURE S	650,000	1,150,000	500,000	(650,000)	-56.5%
4176 CHARGES FOR SERVICES	64,204	347,426	377,666	30,240	8.7%
4545 GASB 31 - FMV ON INVESTMENTS	617	-	-	-	0.0%
<b>TOTAL VEHICLES AND EQUIPMENT FUND</b>	<b>738,595</b>	<b>1,532,426</b>	<b>901,666</b>	<b>(630,760)</b>	<b>-41.2%</b>
<b><u>320 - INFORMATION TECHNOLOGY FUND</u></b>					
4062 RECOVERY OF PRIOR YEAR EXPENSE	1,045	-	-	-	0.0%
4065 INVESTMENT INTEREST	2,981	2,000	1,000	(1,000)	-50.0%
4089 OPERATING TRANSFER IN MEASURE S	230,251	450,000	160,000	(290,000)	-64.4%
4090 OPERATING TRANSFERS IN	77,028	-	-	-	0.0%
4176 CHARGES FOR SERVICES	3,088,791	3,497,594	4,264,165	766,571	21.9%
4545 GASB 31 - FMV ON INVESTMENTS	(57)	-	-	-	0.0%
4556 LUCA OPERATION CENSUS 2020	-	45,000	-	(45,000)	-100.0%
<b>TOTAL INFORMATION TECHNOLOGY FUND</b>	<b>3,400,039</b>	<b>3,994,594</b>	<b>4,425,165</b>	<b>430,571</b>	<b>10.8%</b>
<b><u>325 - TECHNOLOGY REPLACEMENT FUND</u></b>					
4062 RECOVERY OF PRIOR YEAR EXPENSE	3,613	-	-	-	0.0%
4065 INVESTMENT INTEREST	8,216	11,000	8,000	(3,000)	-27.3%
4089 OPERATING TRANSFER IN MEASURE S	-	500,000	500,000	-	0.0%
4090 OPERATING TRANSFERS IN	-	125,000	-	(125,000)	-100.0%
4176 CHARGES FOR SERVICES	213,932	400,723	289,509	(111,214)	-27.8%
4545 GASB 31 - FMV ON INVESTMENTS	20	-	-	-	0.0%
<b>TOTAL TECHNOLOGY REPLACEMENT FUND</b>	<b>225,781</b>	<b>1,036,723</b>	<b>797,509</b>	<b>(239,214)</b>	<b>-23.1%</b>



**REVENUE DETAIL  
INTERNAL SERVICE FUNDS**

Description	2017-2018 Actuals	2018-2019 Current Budget	2019-2020 Proposed Budget	Increase/ (Decrease)	% Increase/ Decrease
<b><u>330 - SUPPORT SERVICES FUND</u></b>					
4065 INVESTMENT INTEREST	5,457	6,000	5,000	(1,000)	-16.7%
4176 CHARGES FOR SERVICES	344,267	362,966	412,721	49,755	13.7%
4545 GASB 31 - FMV ON INVESTMENTS	8	-	-	-	0.0%
<b>TOTAL SUPPORT SERVICES FUND</b>	<b>349,732</b>	<b>368,966</b>	<b>417,721</b>	<b>48,755</b>	<b>13.2%</b>
<b><u>335 - SUPPORT SERVICES REPLACEMENT FUND</u></b>					
4090 OPERATING TRANSFERS IN	-	424,604	-	(424,604)	-100.0%
4176 CHARGES FOR SERVICES	-	38,015	41,930	3,915	10.3%
<b>TOTAL SUPPORT SERVICES REPLACEMENT FUND</b>	<b>-</b>	<b>462,619</b>	<b>41,930</b>	<b>(420,689)</b>	<b>-90.9%</b>
<b><u>340 - FACILITIES FUND</u></b>					
4065 INVESTMENT INTEREST	5,700	7,000	6,000	(1,000)	-14.3%
4176 CHARGES FOR SERVICES	1,251,887	1,328,888	1,356,862	27,974	2.1%
4545 GASB 31 - FMV ON INVESTMENTS	(49)	-	-	-	0.0%
<b>TOTAL FACILITIES FUND</b>	<b>1,257,538</b>	<b>1,335,888</b>	<b>1,362,862</b>	<b>26,974</b>	<b>2.0%</b>
<b><u>350 - FACILITY REPLACEMENT FUND</u></b>					
4065 INVESTMENT INTEREST	-	1,000	1,000	-	0.0%
4089 OPERATING TRANSFER IN MEASURE S	-	500,000	500,000	-	0.0%
4176 CHARGES FOR SERVICES	-	39,725	54,324	14,599	36.8%
<b>TOTAL FACILITY REPLACEMENT FUND</b>	<b>-</b>	<b>540,725</b>	<b>555,324</b>	<b>14,599</b>	<b>2.7%</b>

### 300 - INSURANCE FUND SUMMARY

Description	2017-2018 Actuals	2018-2019 Current Budget	2019-2020 Proposed Budget	Increase/ (Decrease)	% Increase/ Decrease
<b>Revenues by Source</b>					
<b>Licenses, Permits and Service Charges</b>					
CHARGES FOR SERVICES	1,172,356	992,137	1,433,913	441,776	44.5%
<b>Use of Money and Property</b>					
INVESTMENT INTEREST	4,538	4,600	3,000	(1,600)	-34.8%
<b>Miscellaneous</b>					
MISCELLANEOUS	-	157,788	-	(157,788)	-100.0%
<b>Revenues/Other Sources</b>	<b>1,176,894</b>	<b>1,154,525</b>	<b>1,436,913</b>	<b>282,388</b>	<b>24.5%</b>
<b>Expenditures by Category</b>					
SALARIES & BENEFITS	29,742	35,642	66,764	31,122	87.3%
OPERATIONS & MAINTENANCE	1,400,391	959,495	959,495	-	0.0%
<b>Expenditures/Other Financing Uses</b>	<b>1,430,133</b>	<b>995,137</b>	<b>1,026,259</b>	<b>31,122</b>	<b>3.1%</b>
Net Revenues	(253,239)	159,388	410,654	251,266	14.6%
Fund Balance, Beginning of Year	305,196	51,957	211,345	159,388	306.8%
Fund Balance, End of Year	51,957	211,345	621,999	410,654	194.3%

#### Fund Description

The Insurance Fund was established to account for the City's liability and property insurance costs. Fund Balance is a combination of both spendable and non spendable assets. These costs are allocated to each department based on the total number of Full Time Equivalent positions assigned to those departments. The City has a Self-Insured Retention (SIR) of \$150,000 per incident, and strives to maintain a fund balance equal to three times the SIR.

#### Analysis/Comments

The Insurance Fund revenue is projected to increase due to the higher Internal Service Fund allocation charges to all departments, necessary to raise the Insurance Fund Balance to meet the desired reserve. Expenditures are projected to increase due to higher personnel costs as a result of the cost of living adjustment provided in accordance with the City's labor agreements.

## 305 - WORKERS' COMPENSATION FUND SUMMARY

Description	2017-2018 Actuals	2018-2019 Current Budget	2019-2020 Proposed Budget	Increase/ (Decrease)	% Increase/ Decrease
<b>Revenues by Source</b>					
<b>Licenses, Permits and Service Charges</b>					
CHARGES FOR SERVICES	693,485	690,333	328,000	(362,333)	-52.5%
<b>Use of Money and Property</b>					
INVESTMENT INTEREST	13,732	20,000	13,000	(7,000)	-35.0%
<b>Revenues/Other Sources</b>	<b>707,217</b>	<b>710,333</b>	<b>341,000</b>	<b>(369,333)</b>	<b>-52.0%</b>
<b>Expenditures by Category</b>					
SALARIES & BENEFITS	113,885	35,642	49,691	14,049	39.4%
OPERATIONS & MAINTENANCE	137,208	387,136	206,088	(181,048)	-46.8%
<b>Expenditures/Other Financing Uses</b>	<b>251,093</b>	<b>422,778</b>	<b>255,779</b>	<b>(166,999)</b>	<b>-39.5%</b>
Net Revenues	456,124	287,555	85,221	(202,334)	-47.3%
Fund Balance, Beginning of Year	930,498	1,386,622	1,674,177	287,555	20.7%
Fund Balance, End of Year	1,386,622	1,674,177	1,759,398	85,221	5.1%

### Fund Description

The Workers' Compensation Fund was established in Fiscal Year 2014-15 as the City transitions to a self-insured status for Workers' Compensation liabilities. Departments are charged based on each position allocated on a Full Time Equivalent basis, with a cost assigned to each position based on job duties and potential for risk. The desired Net Position for this fund is \$1.5 million, which represents three-times the City's Self-Insured Retention amount of \$500,000.

### Analysis/Comments

The Workers' Compensation Fund revenue is decreasing due to the reduction in the Internal Service Fund charge to all departments, as the reserve in this fund has reached its desired level. Departments were charged 2% of salary in FY19-20, compared to 4.5% in prior years. Expenditures are projected to decrease due to the correction of a budgeting error that occurred in FY18-19.

### 310 - VEHICLES AND EQUIPMENT FUND SUMMARY

Description	2017-2018 Actuals	2018-2019 Current Budget	2019-2020 Proposed Budget	Increase/ (Decrease)	% Increase/ Decrease
<b>Revenues by Source</b>					
<b>Licenses, Permits and Service Charges</b>					
CHARGES FOR SERVICES	64,204	347,426	377,666	30,240	8.7%
<b>Use of Money and Property</b>					
INVESTMENT INTEREST	24,391	35,000	24,000	(11,000)	-31.4%
<b>Operating Transfers In</b>					
CONTRIBUTION FROM MEASURE S	650,000	1,150,000	500,000	(650,000)	-56.5%
<b>Revenues/Other Sources</b>	<b>738,595</b>	<b>1,532,426</b>	<b>901,666</b>	<b>(630,760)</b>	<b>-41.2%</b>
<b>Expenditures by Category</b>					
OPERATIONS & MAINTENANCE	81,660	-	-	-	0.0%
CAPITAL OUTLAY	-	858,125	380,000	(478,125)	-55.7%
<b>Expenditures/Other Financing Uses</b>	<b>81,660</b>	<b>858,125</b>	<b>380,000</b>	<b>(478,125)</b>	<b>-55.7%</b>
Net Revenues	656,935	674,301	521,666	(152,635)	-46.4%
Fund Balance, Beginning of Year	1,930,757	2,587,692	3,261,993	674,301	26.1%
Fund Balance, End of Year	2,587,692	3,261,993	3,783,659	521,666	16.0%

#### Fund Description

The Vehicles and Equipment Fund was established to account for the depreciation of vehicles and capital equipment over their estimated useful lives, and to accumulate resources for the purchase of future replacement vehicles and equipment. Fund Balance is a combination of both spendable and non spendable assets. Departments are charged based on the replacement costs for each asset benefitting the department.

#### Analysis/Comments

The Vehicles and Equipment Fund revenue is decreasing due to a reduced contribution of funds from Measure S, as the replacement of vehicles has reduced. The previous two years' contribution included \$650,000 in each year for the replacement of a Fire Ladder Truck. Expenditures for FY19-20 include the replacement of a Vactron, Skid Steer and Pontoon Boat for the Public Works Department in addition to vehicles for the City Manager's Office (pool vehicle), Public Works and Police.

## 320 - INFORMATION TECHNOLOGY FUND SUMMARY

Description	2017-2018 Actuals	2018-2019 Current Budget	2019-2020 Proposed Budget	Increase/ (Decrease)	% Increase/ Decrease
<b>Revenues by Source</b>					
<b>Licenses, Permits and Service Charges</b>					
CHARGES FOR SERVICES	3,088,791	3,497,594	4,264,165	766,571	21.9%
<b>Use of Money and Property</b>					
INVESTMENT INTEREST	2,924	2,000	1,000	(1,000)	-50.0%
<b>Operating Transfers In</b>					
OPERATING TRANSFERS IN	77,028	-	-	-	0.0%
CONTRIBUTION FROM MEASURE S	230,251	450,000	160,000	(290,000)	-64.4%
<b>Miscellaneous</b>					
MISCELLANEOUS	1,045	45,000	-	(45,000)	-100.0%
<b>Revenues/Other Sources</b>	<b>3,400,039</b>	<b>3,994,594</b>	<b>4,425,165</b>	<b>430,571</b>	<b>10.8%</b>
<b>Expenditures by Category</b>					
SALARIES & BENEFITS	1,756,080	1,877,012	1,909,778	32,766	1.7%
OPERATIONS & MAINTENANCE	1,410,195	2,367,069	2,198,943	(168,126)	-7.1%
INTERNAL SERVICE FUND ALLOCATIONS	-	3,300	3,300	-	0.0%
CAPITAL OUTLAY	-	45,000	-	(45,000)	-100.0%
<b>Expenditures/Other Financing Uses</b>	<b>3,166,275</b>	<b>4,292,381</b>	<b>4,112,021</b>	<b>(180,360)</b>	<b>-4.2%</b>
Net Revenues	233,764	(297,787)	313,144	610,931	3.0%
Fund Balance, Beginning of Year	238,971	472,735	174,948	(297,787)	-63.0%
Fund Balance, End of Year	472,735	174,948	488,092	313,144	179.0%

### Fund Description

The Information Technology Fund was established to fund and account for computer and telephone system operating and maintenance expenses. Fund Balance is a combination of both spendable and non spendable assets. Adjustments are made to Fund Balance to include additional spendable resources available for expenditure. Departments are charged based on the number of electronic devices assigned. The Ronald H. Roberts Temecula Public Library facility is charged directly for all IT expenditures and personnel costs related to the facility.

### Analysis/Comments

The Information Technology Fund revenue is increasing by 10.8% due to the increase Internal Service Fund charges to all departments. Increased investment in technology, surveillance and software systems has caused higher allocations in FY19-20.

## 325 - TECHNOLOGY REPLACEMENT FUND SUMMARY

Description	2017-2018 Actuals	2018-2019 Current Budget	2019-2020 Proposed Budget	Increase/ (Decrease)	% Increase/ Decrease
<b>Revenues by Source</b>					
<b>Licenses, Permits and Service Charges</b>					
CHARGES FOR SERVICES	213,932	400,723	289,509	(111,214)	-27.8%
<b>Use of Money and Property</b>					
INVESTMENT INTEREST	8,236	11,000	8,000	(3,000)	-27.3%
<b>Operating Transfers In</b>					
OPERATING TRANSFERS IN	-	125,000	-	(125,000)	-100.0%
CONTRIBUTION FROM MEASURE S	-	500,000	500,000	-	0.0%
<b>Miscellaneous</b>					
MISCELLANEOUS	3,613	-	-	-	0.0%
<b>Revenues/Other Sources</b>	<b>225,781</b>	<b>1,036,723</b>	<b>797,509</b>	<b>(239,214)</b>	<b>-23.1%</b>
<b>Expenditures by Category</b>					
OPERATIONS & MAINTENANCE	232,801	-	-	-	0.0%
CAPITAL OUTLAY	22,000	310,000	375,000	65,000	21.0%
TRANSFERS	-	-	763,534	763,534	100.0%
<b>Expenditures/Other Financing Uses</b>	<b>254,801</b>	<b>310,000</b>	<b>1,138,534</b>	<b>828,534</b>	<b>267.3%</b>
Net Revenues	(29,020)	726,723	(341,025)	(1,067,748)	43.8%
Fund Balance, Beginning of Year	1,278,467	1,249,447	1,976,170	726,723	58.2%
Fund Balance, End of Year	1,249,447	1,976,170	1,635,145	(341,025)	-17.3%

### Fund Description

The Technology Replacement Fund was established in Fiscal Year 2014-15 in order to accumulate resources for computer and telephone equipment and software to fund future equipment replacement. Fund Balance is a combination of both spendable and non spendable assets. Contributions to this fund are made by departments utilizing the assets in an amount equivalent to the estimated cost to replace the item at the end of its useful life.

### Analysis/Comments

The Technology Replacement Fund revenue is decreasing in FY19-20 due to lower annual contribution levels needed to fund the future replacement of technology assets for the City. Expenditures for FY19-20 include the replacement of the City's financial system, conference room audio-visual equipment, various switch replacements and the computer life-cycle replacements.

### 330 - SUPPORT SERVICES FUND SUMMARY

Description	2017-2018 Actuals	2018-2019 Current Budget	2019-2020 Proposed Budget	Increase/ (Decrease)	% Increase/ Decrease
<b>Revenues by Source</b>					
<b>Licenses, Permits and Service Charges</b>					
CHARGES FOR SERVICES	344,267	362,966	412,721	49,755	13.7%
<b>Use of Money and Property</b>					
INVESTMENT INTEREST	5,465	6,000	5,000	(1,000)	-16.7%
<b>Revenues/Other Sources</b>	<b>349,732</b>	<b>368,966</b>	<b>417,721</b>	<b>48,755</b>	<b>13.2%</b>
<b>Expenditures by Category</b>					
SALARIES & BENEFITS	205,990	224,439	231,009	6,570	2.9%
OPERATIONS & MAINTENANCE	166,767	144,527	182,542	38,015	26.3%
TRANSFERS	-	444,102	-	(444,102)	-100.0%
<b>Expenditures/Other Financing Uses</b>	<b>372,757</b>	<b>813,068</b>	<b>413,551</b>	<b>(399,517)</b>	<b>-49.1%</b>
Net Revenues	(23,025)	(444,102)	4,170	448,272	-29.7%
Fund Balance, Beginning of Year	467,127	444,102	-	(444,102)	-100.0%
Fund Balance, End of Year	444,102	-	4,170	4,170	100.0%

#### Fund Description

The Support Services Fund was established as a cost center for the City's central receptionist, duplicating, printing, and mailing activities. It is also used to depreciate all related copying and mailing equipment over their useful lives, and to accumulate resources for the purchase of future equipment. Fund Balance is a combination of both spendable and non spendable assets. Departments are charged based on a count of copies made in the previous fiscal year.

#### Analysis/Comments

The Support Services Fund revenue is increasing by 13.2% due to the higher allocation to all departments, necessary to cover the costs of increased personnel costs due to the cost of living adjustment provided to employees in accordance with the City's labor agreements.

### 335 - SUPPORT SERVICES REPLACEMENT FUND SUMMARY

Description	2017-2018 Actuals	2018-2019 Current Budget	2019-2020 Proposed Budget	Increase/ (Decrease)	% Increase/ Decrease
<b>Revenues by Source</b>					
<b>Licenses, Permits and Service Charges</b>					
CHARGES FOR SERVICES	-	38,015	41,930	3,915	10.3%
<b>Operating Transfers In</b>					
OPERATING TRANSFERS IN	-	424,604	-	(424,604)	-100.0%
<b>Revenues/Other Sources</b>	<b>-</b>	<b>462,619</b>	<b>41,930</b>	<b>(420,689)</b>	<b>-90.9%</b>
<b>Expenditures by Category</b>					
CAPITAL OUTLAY	-	18,735	50,000	31,265	166.9%
<b>Expenditures/Other Financing Uses</b>	<b>-</b>	<b>18,735</b>	<b>50,000</b>	<b>31,265</b>	<b>166.9%</b>
Net Revenues	-	443,884	(8,070)	(451,954)	-80.9%
Fund Balance, Beginning of Year	-	-	443,884	443,884	100.0%
Fund Balance, End of Year	-	443,884	435,814	(8,070)	-1.8%

#### Fund Description

The Support Services Replacement Fund was established to accumulate resources for the future replacement of the City's duplicating equipment.

#### Analysis/Comments

The Support Services Fund reflects the annual replacement charges to all departments to support the future replacement of the City's duplicating equipment. Expenditures for FY19-20 include the replacement of 10 copiers Citywide that have exceeded their useful lives.

### 340 - FACILITIES FUND SUMMARY

Description	2017-2018 Actuals	2018-2019 Current Budget	2019-2020 Proposed Budget	Increase/ (Decrease)	% Increase/ Decrease
<b>Revenues by Source</b>					
<b>Licenses, Permits and Service Charges</b>					
CHARGES FOR SERVICES	1,251,887	1,328,888	1,356,862	27,974	2.1%
<b>Use of Money and Property</b>					
INVESTMENT INTEREST	5,651	7,000	6,000	(1,000)	-14.3%
<b>Revenues/Other Sources</b>	<b>1,257,538</b>	<b>1,335,888</b>	<b>1,362,862</b>	<b>26,974</b>	<b>2.0%</b>
<b>Expenditures by Category</b>					
SALARIES & BENEFITS	394,347	395,627	394,928	(699)	-0.2%
OPERATIONS & MAINTENANCE	839,590	956,518	964,166	7,648	0.8%
<b>Expenditures/Other Financing Uses</b>	<b>1,233,937</b>	<b>1,352,145</b>	<b>1,359,094</b>	<b>6,949</b>	<b>0.5%</b>
Net Revenues	23,601	(16,257)	3,768	20,025	1.3%
Fund Balance, Beginning of Year	497,452	521,053	504,796	(16,257)	-3.1%
Fund Balance, End of Year	521,053	504,796	508,564	3,768	0.7%

#### Fund Description

The Facilities Fund was established to account for the cost of the Civic Center, Former City Hall Facility, City Maintenance Facility, Field Operations Center, and Civic Center Parking Structure operations and maintenance. Fund Balance is a combination of both spendable and non spendable assets. Departments are charged based on square footage allotted as well as full time staff equivalents assigned.

#### Analysis/Comments

The Facilities Fund revenue is increasing by 2% due to a higher allocation to all departments to cover the increased costs of operations and maintenance in FY19-20.

### 350 - FACILITY REPLACEMENT FUND SUMMARY

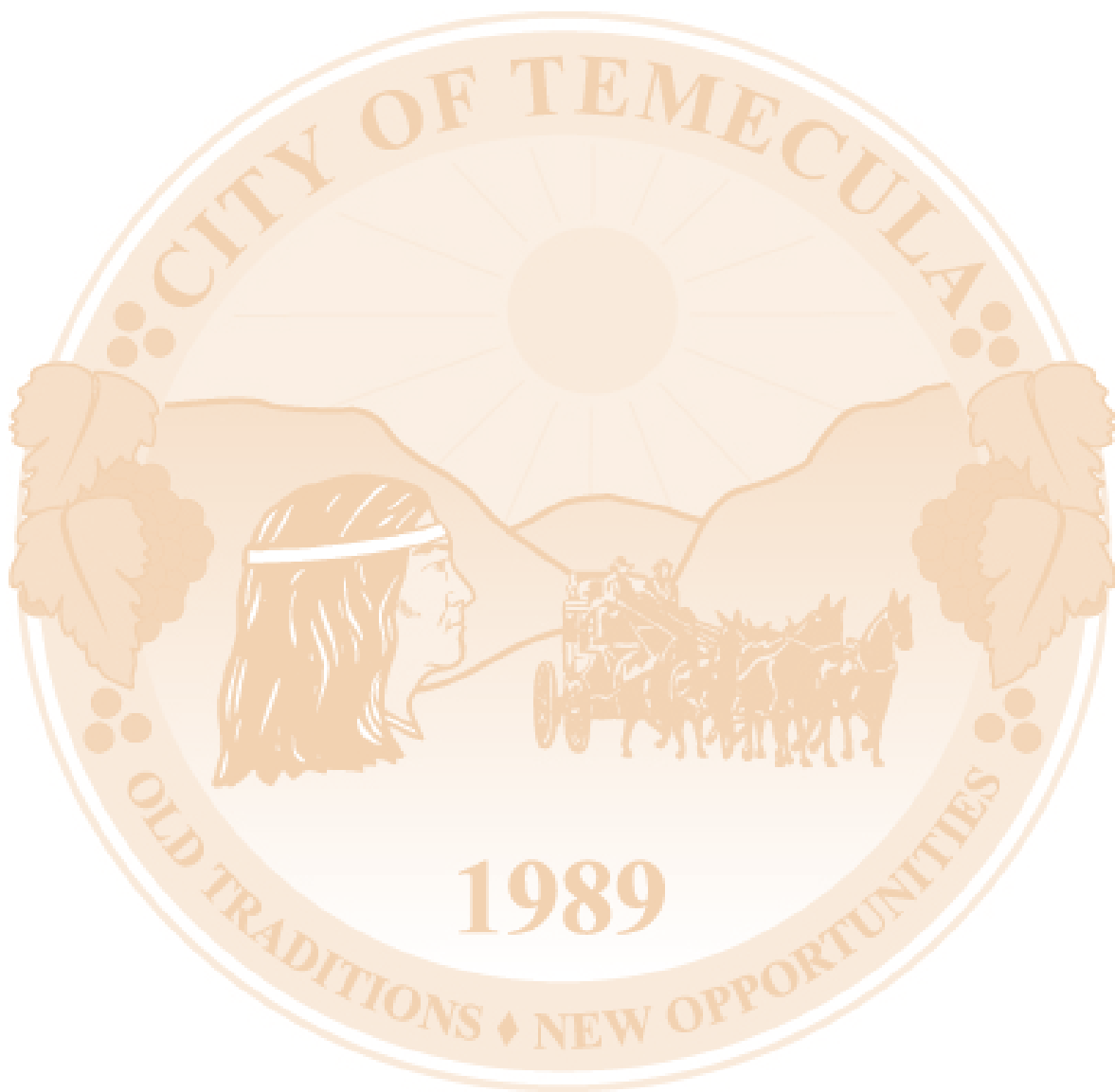
Description	2017-2018 Actuals	2018-2019 Current Budget	2019-2020 Proposed Budget	Increase/ (Decrease)	% Increase/ Decrease
<b>Revenues by Source</b>					
<b>Licenses, Permits and Service Charges</b>					
CHARGES FOR SERVICES	-	39,725	54,324	14,599	36.8%
<b>Use of Money and Property</b>					
INVESTMENT INTEREST	-	1,000	1,000	-	0.0%
<b>Operating Transfers In</b>					
CONTRIBUTION FROM MEASURE S	-	500,000	500,000	-	0.0%
<b>Revenues/Other Sources</b>	<b>-</b>	<b>540,725</b>	<b>555,324</b>	<b>14,599</b>	<b>2.7%</b>
<b>Expenditures by Category</b>					
CAPITAL OUTLAY	-	362,336	201,714	(160,622)	-44.3%
TRANSFERS	-	143,664	-	(143,664)	-100.0%
<b>Expenditures/Other Financing Uses</b>	<b>-</b>	<b>506,000</b>	<b>201,714</b>	<b>(304,286)</b>	<b>-60.1%</b>
Net Revenues	-	34,725	353,610	318,885	-27.7%
Fund Balance, Beginning of Year	-	-	34,725	34,725	100.0%
Fund Balance, End of Year	-	34,725	388,335	353,610	1018.3%

#### Fund Description

The Facility Replacement Fund was established to accumulate resources for the future replacement of equipment, systems and fixtures within City-owned facilities.

#### Analysis/Comments

The Facilities Replacement Fund revenue is increasing 2.7% to cover the costs of future replacement of facility-related assets. FY19-20 expenditures include the replacement of Theater audio-visual equipment, Fire Station 73 generator and epoxy coating on the floors of Fire Station Nos. 84, 92 and 95.



## DEPARTMENTAL INFORMATION

The following section includes an expenditure summary with narrative account of the General Fund Operating Budget. Each Department section includes the short term objectives staff has developed for the upcoming fiscal year which has been used to develop their operating budgets. These objectives are linked to the Citywide long term goals presented in the Introduction section of the budget. The long term goals are then linked to the Core Values as identified in the City's Quality of Life Master Plan. Each Department's objectives are measurable and include performance measures which demonstrate the progress made in the recent fiscal years toward their objectives.

### General Fund Overview

The General Fund serves as the City Council's primary operating fund used to finance the majority of City services including; Public Safety, Public Works, Community Development and City Administration. The primary sources of revenue for the General Fund include Sales Tax, Property Tax, Transient Occupancy Tax, Development-related revenue, and other revenues that are not specifically designated to be accounted for in another fund. General Fund revenue may be appropriated by the City Council on any expenditure that serves a public purpose.

### DEPARTMENTS

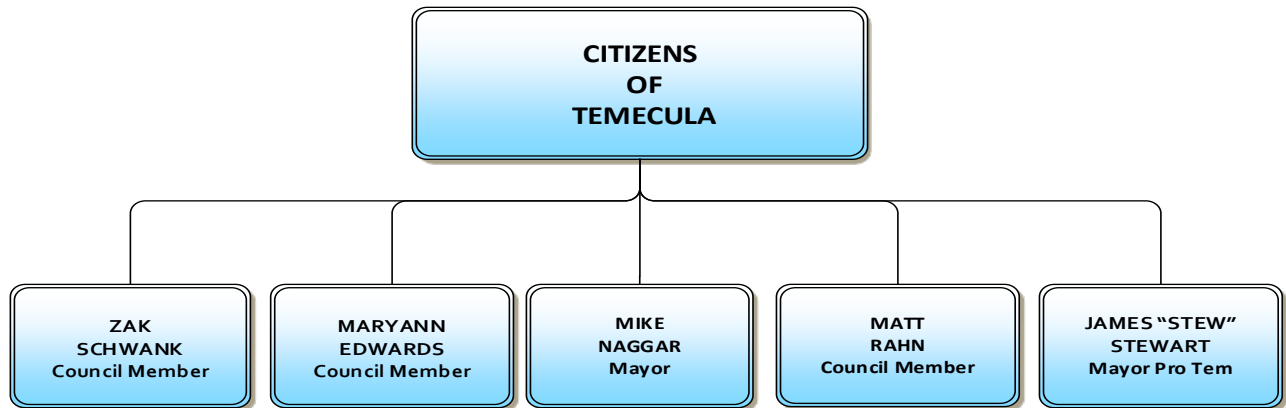
	<u>Fund/Dept. Number</u>
City Council .....	001.100
City Manager .....	001.110/111/115
City Clerk .....	001.120
City Attorney .....	001.130
Finance .....	001.140
Human Resources .....	001.150
Community Development.....	001.161/162
Public Works .....	001.163/164/165/167
Police.....	001.170
Fire .....	001.171
Non-Departmental.....	001.199

## CITY COUNCIL

### MISSION

The City Council is elected by the citizens of Temecula to adopt laws and set overall policy decisions for the City of Temecula. The City Council gives direction to the City Manager to ensure effective and efficient operation of the City and to identify the types and levels of programs and services that will maintain and enhance Temecula's high quality of life which is consistent with the City's adopted Quality of Life Master Plan (QLMP) Core Values as follows: (1) A Healthy and Livable City; (2) Economic Prosperity; (3) A Safe and Prepared Community; (4) A Sustainable City; (5) Transportation, Mobility and Connectivity; and (6) An Accountable and Responsive City Government.

### ORGANIZATIONAL CHART



## CITY COUNCIL

### EXPENDITURES BY CATEGORY

	2017-18 Actuals	2018-19 Current Budget	2019-20 Proposed Budget	Increase/ (Decrease)	% Increase/ (Decrease)
<b>GENERAL FUND 001</b>					
<b>CITY COUNCIL 100</b>					
SALARIES & BENEFITS	121,829	138,870	137,610	(1,260)	-0.91%
OPERATIONS & MAINTENANCE	125,070	169,641	184,641	15,000	8.84%
INTERNAL SERVICE FUND ALLOCATIONS	145,580	211,398	250,592	39,194	18.54%
Division Total	392,479	519,909	572,843	52,934	10.18%

### COMMUNITY SUPPORT 101

OPERATIONS & MAINTENANCE	107,000	125,000	125,000	0	0.0%
Division Total	107,000	125,000	125,000	0	0.0%

### ANALYSIS/COMMENTS

**City Council:** Expenditures are expected to increase by 10.18% due to an appropriation for Community Support which will allow staff to accomplish City Council projects that benefit the community and an increase in the Internal Service Fund Allocations for Insurance and Information Technology.

**Community Support:** Expenditures are expected to remain flat.

### PERSONNEL ALLOCATION

	Adopted 2017-18	Current 2018-19	Proposed 2019-20	Inc/(Decr) from Prior Yr
<b>CITY COUNCIL</b>				
Council Members	5.00	5.00	5.00	-
<b>Total</b>	<b>5.00</b>	<b>5.00</b>	<b>5.00</b>	<b>-</b>

## CITY COUNCIL

### SERVICES

- Serve as a five-member voice on behalf of the City of Temecula as elected by the citizens.
- Adopt laws and regulations that govern Temecula.
- Set City fiscal policy and provide direction to the City Manager to balance a high quality of life with fiscally sustainable decisions.
- Represent the interests of the City of Temecula in local, regional, State, Federal, tribal and international affairs in addition to serving as members (or commissioners) for related agencies or organizations for the benefit of the City of Temecula.

### ACCOMPLISHMENTS FROM PRIOR FISCAL YEAR

- Protected the City's financial strength with fiscal policies and a balanced budget. (Maintain Overall Sound Fiscal Policies to Ensure Long Term Solvency; *An Accountable and Responsive City Government*)
- Protected the City's long-term financial strength and public safety needs by analyzing future cost trends, including public safety costs and increasing public safety services as appropriate for the City's population. (Maintain Overall Sound Fiscal Policies To Ensure Long Term Solvency; *An Accountable and Responsive City Government*)
- Opened the City's fifth Fire Station in January 2018 allowing for improved fire protection and additional emergency first responder coverage citywide. (Minimize the Impact to Life, Property and the Environment; *A Safe and Prepared Community*)
- Maintained a community oriented, and family friendly, SAFE City with community events and programs that incorporated the Mayor's theme "Temecula SAFE". Engaged residents in special events including Coffee with Mayor and several mini State of the City meetings hosted by the Mayor. Developed a Citywide emergency preparedness program that delivered Emergency Preparedness 3-Minute-Bags to all doorsteps in the City with information related to Citywide emergencies. Interwove Temecula SAFE in all Community Services and Citizen events, such as Trick or Trunk at Halloween, to promote public safety, interaction with the public, and a safe community. (Maintain a Safe and Family Oriented Environment; *A Healthy and Livable City*)
- Continued to engage the region including local cities, hospitals, medical professionals and nonprofit community in a Task Force to analyze and provide an overall cancer-related services healthcare assessment of the region. Created awareness of excellent cancer-related services and resources that are within Southwest Riverside County while understanding areas of specialized cancer-related services that may not be located in the region yet. (Continue to support a region of excellent healthcare that is expanding with population growth; *A Healthy and Livable City*)
- Continued to engage the region including local cities, transportation agencies, and county/regional, state and federal representatives in a Task Force to increase capacity along I-15 through Temecula Valley. Obtained commitment from Caltrans to construct additional auxiliary lanes to Interstate 15. (Expand and Enhance the Transportation Network; *Transportation, Mobility and Connectivity*)

## CITY COUNCIL

### ACCOMPLISHMENTS FROM PRIOR FISCAL YEAR (Continued)

- Supported higher education and economic development growth opportunities in the City for businesses, including new retail, to invest in Temecula and the opening of Mt. San Jacinto College (MSJC) Temecula campus at the former Abbott building. *(Fill Gaps and Diversify Market Sectors that Increase Sales Tax Revenue; Economic Prosperity)*
- Maintained continued public outreach to citizens with a community-wide Temecula SAFE Brochure; in addition to social media, e-blasts, and the Guide to Leisure Activities published in spring/summer and fall/winter. *(Promote Community Involvement; An Accountable and Responsive City Government)*
- Participated on various local, regional, statewide, and national boards and commission meetings to support and represent the City of Temecula's interests. *(Actively Maintain and Preserve City Assets and Infrastructure; A Sustainable City)*
- Maintained public safety as a top priority for Temecula citizens, businesses and tourists. *(Minimize the Impact to Life, Property and the Environment; A Safe and Prepared Community)*

### OBJECTIVES FOR CURRENT FISCAL YEAR

- Continue to make public safety a top priority by leveraging new revenue and a newly expanded police and fire department to enhance public safety services. *(Minimize the Impact of Life, Property and the Environment from Natural Hazards and Emergency Situations; A Safe and Prepared Community)*
- Enhance Citywide emergency preparedness communications plan to ensure immediate assistance and mobilization of resources to aid city residents in the event of a Citywide emergency. *(Minimize the Impact of Life, Property and the Environment from Natural Hazards and Emergency Situations; A Safe and Prepared Community)*
- Continue to pursue regional, state and federal agencies to expand capacity and make operational improvements to Interstate 15 through Temecula Valley. *(Expand and Enhance the Transportation Network; Transportation, Mobility and Connectivity)*
- Implement policies that prioritize new revenue sources, as designated for asset management:
  - Street Maintenance
  - Infrastructure
  - Parks & Facilities*(Provide Highly Functional and Sustainable City Facilities and Infrastructure; Accountable and Responsive City Government)*
- Continue public outreach as a priority, engaging with citizens and businesses via social media, e-blasts, Citywide newsletters and the Guide to Leisure Activities published in spring/summer and fall/winter. *(Promote Community Involvement; An Accountable and Responsive City Government)*
- Continue to engage citizens and businesses in programs with information related to the Mayor's theme "LOVE Temecula" by creating kindness awareness and involving the community in areas of public safety, traffic safety, emergency preparedness, and fire inspection programs. *(Maintain a Safe and Family Oriented Environment; A Healthy and Livable City)*

## CITY COUNCIL

### PERFORMANCE MEASURES FOR CURRENT FISCAL YEAR

Core Value	Five-Year Long Term Goal	Performance Measure	FY 2016-17 Actuals	FY 2017-18 Actuals	FY 2018-19 Target	FY 2019-20 Target
Accountable and Responsive City Government	Promote Community Involvement	Number of newsletters or outreach information community-wide	86,000	86,000	86,000	86,000
	Promote Community Involvement	Number of press releases sent community-wide	140	140	140	140
	Maintain Overall Sound Fiscal Policies to Ensure Long Term Solvency	Number of City Council Committee assignments	55	58	58	58
Healthy and Livable City	Support Enhanced Transportation Network	Number of Agenda Items supported by City Council related to Traffic Operations for Improved roadways or connections	38	44	38	40
	Maintain a Safe and Family-Oriented Environment; Expand and Enhance the Transportation Network	Number of Task Force or Regional public meetings held by elected council members: (a) Local Youth & Family Task Force (b) Regional Cancer Task Force (c) Regional Move I-15 Through Temecula Valley (d) Regional Public Safety	(a) 6 (b) 4	(b) 3 (c) 3 (d) 1	(b) 2 (c) 3	n/a

## CITY COUNCIL

### DIVISION/PROGRAM: *COMMUNITY SUPPORT*

#### SERVICES

- Review annual funding applications from nonprofit organizations that provide services or programs to Temecula residents.
- Enter into agreements to disburse financial assistance, up to \$5,000, for each selected nonprofit organization in return for services that benefit the residents of Temecula.

#### ACCOMPLISHMENTS FROM PRIOR FISCAL YEAR

- Provided financial assistance, in an amount up to \$125,000, to non-profit agencies for community programs that benefit citizens of Temecula. (Maintain A Safe and Family Oriented Environment; *A Healthy and Livable City*)
- Funded non-profit organizations that will assist and provide service to the citizens of Temecula through Community Service Funding and City Council Grant Program. (Maintain A Safe and Family Oriented Environment; *A Healthy and Livable City*)

#### OBJECTIVES FOR CURRENT FISCAL YEAR

- Continue to provide financial assistance to non-profit agencies for community programs that benefit citizens of Temecula in an amount up to \$125,000. (Maintain A Safe and Family Oriented Environment; *A Healthy and Livable City*)
- Fund non-profit organizations that will assist and provide service to the citizens of Temecula through Community Service Funding and City Council Grant Program. (Maintain A Safe and Family Oriented Environment; *A Healthy and Livable City*)



## CITY COUNCIL

### DIVISION/PROGRAM: *COMMUNITY SUPPORT*

#### PERFORMANCE MEASURES FOR CURRENT FISCAL YEAR

Core Value	Five-Year Long Term Goal	Performance Measures	FY 2016-17 Actuals	FY 2017-18 Actuals	FY 2018-19 Target	FY 2019-20 Target
Healthy and Livable City	Maintain a Safe and Family Oriented Environment	Number of nonprofit organizations funded through the Community Service Funding and the City Council Grant Program	25	25	25-30	25-30
		Total funding provided to support nonprofit programs through the Community Service Program and City Council Grant Program	\$81,508	\$125,000	\$125,000	\$125,000



## CITY MANAGER

### MISSION

The City Manager Department serves as the City's executive office responsible to the City Council for implementing their priorities and objectives; to effectively deliver exceptional services, projects and programs to the citizens of Temecula; providing timely and accurate dissemination of City news and information to the community; and serve as the City's primary public liaison to all community stakeholders as well as intergovernmental relations with local, regional, State, Federal, tribal and international governments. The City Manager Department provides organizational leadership to City staff and operations, oversees the preparation and administration of a balanced annual budget, and implements all City Council policies, as guided by the Quality of Life Master Plan (QLMP).

### ORGANIZATIONAL CHART



## CITY MANAGER

EXPENDITURES BY CATEGORY					
	2017-18 Actuals	2018-19 Current Budget	2019-20 Proposed Budget	Increase/ (Decrease)	% Increase/ (Decrease)
<b>GENERAL FUND 001</b>					
<b>CITY MANAGER 110</b>					
SALARIES & BENEFITS	1,014,439	982,921	1,037,980	55,059	5.6%
OPERATIONS & MAINTENANCE	210,056	210,451	210,451	0	0.0%
INTERNAL SERVICE FUND ALLOCATIONS	204,268	250,930	293,365	42,435	16.91%
Division Total	<b>1,428,763</b>	<b>1,444,302</b>	<b>1,541,796</b>	<b>97,494</b>	<b>6.75%</b>
<b>ECONOMIC DEVELOPMENT 111</b>					
SALARIES & BENEFITS	291,097	440,266	458,853	18,587	4.22%
OPERATIONS & MAINTENANCE	387,900	357,944	412,944	55,000	15.37%
INTERNAL SERVICE FUND ALLOCATIONS	136,328	159,012	157,144	(1,868)	-1.17%
Division Total	<b>815,325</b>	<b>957,222</b>	<b>1,028,941</b>	<b>71,719</b>	<b>7.49%</b>
<b>ECONOMIC DEVELOPMENT - BUSINESS INCUBATOR RESOURCE</b>					
SALARIES & BENEFITS	79,215	94,001	98,235	4,234	4.5%
OPERATIONS & MAINTENANCE	10,044	12,826	12,826	0	0.0%
INTERNAL SERVICE FUND ALLOCATIONS	185,025	249,816	230,725	(19,091)	-7.64%
Division Total	<b>274,284</b>	<b>356,643</b>	<b>341,786</b>	<b>(14,857)</b>	<b>-4.17%</b>
<b>ECONOMIC DEVELOPMENT - WORKFORCE DEVELOPMENT</b>					
SALARIES & BENEFITS	151,891	141,803	144,302	2,499	1.76%
OPERATIONS & MAINTENANCE	50,387	57,631	57,631	0	0.0%
Division Total	<b>202,278</b>	<b>199,434</b>	<b>201,933</b>	<b>2,499</b>	<b>1.25%</b>
<b>EMERGENCY MANAGEMENT 115</b>					
SALARIES & BENEFITS	98,769	188,056	91,550	(96,506)	-51.32%
OPERATIONS & MAINTENANCE	8,784	13,533	13,533	0	0.0%
INTERNAL SERVICE FUND ALLOCATIONS	16,985	52,596	52,188	(408)	-0.78%
Division Total	<b>124,538</b>	<b>254,185</b>	<b>157,271</b>	<b>(96,914)</b>	<b>-38.13%</b>

## CITY MANAGER

### ANALYSIS/COMMENTS

**City Manager:** Expenditures are expected to increase by 6.75% due to the addition of one Part-Time Equivalent employee and an increase in the Internal Service Fund Allocations for Insurance and Information Technology.

**Economic Development:** Expenditures are expected to increase by 4.57% due to continued support of existing businesses to encourage their continued growth.

**Emergency Management:** Expenditures are expected to decrease over the prior year due to a reallocations of personnel costs to the Human Resources division from the Emergency Management division.



## CITY MANAGER

PERSONNEL ALLOCATION				
	Adopted 2017-18	Current 2018-19	Proposed 2019-20	Inc/(Decr) from Prior Yr
<b><u>CITY MANAGER</u></b>				
City Manager	1.00	1.00	1.00	-
Assistant City Manager	0.75	0.75	0.80	0.05
Assistant to the City Manger	-	-	1.00	1.00
Executive Assistant	1.00	1.00	1.00	-
Office Aide III	-	-	0.75	0.75
Risk Manager	-	-	0.05	0.05
Senior Management Analyst	1.00	1.00	-	(1.00)
<b>Total</b>	<b>3.75</b>	<b>3.75</b>	<b>4.60</b>	<b>0.85</b>
<b><u>ECONOMIC DEVELOPMENT</u></b>				
Administrative Assistant (Confidential)	0.90	1.00	1.00	-
Assistant City Manager	-	-	0.10	0.10
Economic Development Analyst I	-	-	-	-
Economic Development Manager	-	1.00	1.00	-
Management Aide III	-	0.50	0.50	-
Management Analyst - Economic Dev.	2.90	1.00	1.00	-
Senior Management Analyst		1.00	1.00	-
<b>Total</b>	<b>3.80</b>	<b>4.50</b>	<b>4.60</b>	<b>0.10</b>
<b><u>EMERGENCY MANAGEMENT</u></b>				
Fiscal Services Manager	-	-	-	-
Risk Manager	0.40	0.70	0.25	(0.45)
<b>Total</b>	<b>0.40</b>	<b>0.70</b>	<b>0.25</b>	<b>(0.45)</b>
<b>Grand Total</b>	<b>7.95</b>	<b>8.95</b>	<b>9.45</b>	<b>0.50</b>

## CITY MANAGER

### DIVISION/PROGRAM: **GENERAL ADMINISTRATION**

#### SERVICES

- Ensure the QLMP goals and citizen priorities adopted by the City Council are achieved through Citywide strategic planning, policy implementation and budget development.
- Keep the City Council informed about City operations and important community issues that impact the City.
- Responsible for implementing City Council's long term and short term directives.
- Provide prudent leadership and clear policy direction to City executives concerning organizational decisions in order to efficiently provide the highest quality of public services and maintain the Core Values of the QLMP.

#### ACCOMPLISHMENTS FROM PRIOR FISCAL YEAR

- Implemented fiscal policies and a balanced budget. (Maintain Overall Sound Fiscal Policies To Ensure Long Term Solvency; *Accountable and Responsive City Government*)
- Implemented "Temecula SAFE" Mayor's citywide theme that supports a safe and prepared community in terms of public safety, traffic safety, emergency preparedness, and in keeping Temecula ranked as one of the safest cities. (Maintain a Safe and Family Oriented Environment; *A Healthy and Livable City*)
- Planned and implemented Mayor's State of the City in order to provide information about the City to the local business community and citizens. (Provide Transparency to the Public for All Government Transactions; *Accountable and Responsive City Government*)
- Planned and implemented City's annual holiday event, Pechanga Pu'éska Mountain Day, to provide cultural awareness and appreciation of Pechanga Band of Luiseño Indians. (Provide Signature Special Events and Cultural Opportunities; *A Healthy and Livable City*)
- Provided ongoing research and updates regarding proposed state and federal legislative issues and funding to protect the interests of the City of Temecula, including French Valley Interchange and Murrieta Creek. (Actively Maintain and Preserve City Assets and Infrastructure; *A Sustainable City*)
- Planned and implemented public outreach to effectively communicate City information and activities to citizens and businesses. (Maintain Overall Sound Fiscal Policies To Ensure Long Term Solvency; *Accountable and Responsive City Government*)

## CITY MANAGER

### DIVISION/PROGRAM: *GENERAL ADMINISTRATION*

#### ACCOMPLISHMENTS FROM PRIOR FISCAL YEAR (Continued)

- Developed and implemented FY18-19 Capital Improvement Program with projects to maintain and enhance City facilities and infrastructure. (Provide Transparency to the Public for All Government Transactions; *Accountable and Responsive City Government*)
- Finalized the Regional Cancer Treatment Task Force with the goal of creating awareness of excellent cancer services and resources that are within Southwest Riverside County while attracting additional medical and cancer-related services/resources to the region including the creation of a regional magazine and professionally produced regional video. (Attract High Quality Medical Facilities; *A Healthy and Livable City*)
- Implemented “Move I-15 Through Temecula Valley Regional Task Force” engaging local Cities, Tribes, Camp Pendleton, CHP, transportation agencies, and county/regional, state and federal representatives to address I-15 traffic congestion. Secured commitment from Caltrans to construct additional auxiliary lanes along Interstate 15 through Temecula. (Expand and Enhance the Transportation Network; *Transportation, Mobility and Connectivity*)

#### OBJECTIVES FOR CURRENT FISCAL YEAR

- Implement fiscal policies and Council priorities regarding fiscal year revenue stream, while maintaining a balanced budget. (Maintain Overall Sound Fiscal Policies To Ensure Long Term Solvency; *Accountable and Responsive City Government*)
- Introduce and implement “LOVE Temecula,” the Mayor’s Citywide theme that supports family-friendly City events, engages citizens and businesses, promotes the special needs inclusive community within the workforce, and celebrates the City’s 30<sup>th</sup> year of cityhood. (Maintain a Safe and Family Oriented Environment; *A Healthy and Livable City*)
- Develop and plan the Mayor’s State of the City in order to provide information about the City to the local business community and citizens. (Provide Transparency to the Public for All Government Transactions; *An Accountable and Responsive City Government*)
- Plan and implement the City’s annual holiday event, Pechanga Pu’éska Mountain Day, to provide cultural awareness and appreciation of local Pechanga Band of Luiseño Indians. (Provide Signature Special Events and Cultural Opportunities; *A Healthy and Livable City*)
- Conduct Community Surveys to gauge citizen desires related to projects or citywide satisfaction. (Promote Community Involvement; *Accountable and Responsive City Government*)

## CITY MANAGER

### DIVISION/PROGRAM: *GENERAL ADMINISTRATION*

#### OBJECTIVES FOR CURRENT FISCAL YEAR (Continued)

- Implement Citywide emergency preparedness communications plan including obtaining a city emergency broadcast FEMA license and testing reverse 911 system with public to ensure needed communication, assistance and mobilization of resources to aid city residents in the event of a City-wide emergency. (Minimize the Impact of Life, Property and the Environment from Natural Hazards and Emergency Situations; *A Safe and Prepared Community*)
- Continue to pursue regional, state and federal agencies to expand capacity and make operational improvements to Interstate 15 through Temecula. (Expand and Enhance the Transportation Network; *Transportation, Mobility and Connectivity*)
- Prioritize revenue sources, as designated for asset management:
  - Street Maintenance
  - Infrastructure
  - Parks & Facilities

(Provide Highly Functional and Sustainable City Facilities and Infrastructure; *Accountable and Responsive City Government*)

- Continue to public outreach as a priority engaging with citizens and businesses via social media, and providing e-blasts, citywide newsletters and the Guide to Leisure Activities published in spring/summer and fall/winter. (Promote Community Involvement; *An Accountable and Responsive City Government*)



## CITY MANAGER

DIVISION/PROGRAM: *GENERAL ADMINISTRATION*

### PERFORMANCE MEASURES FOR CURRENT FISCAL YEAR

Core Value	Five-Year Long Term Goal	Performance Measures	FY 2016-17 Actuals	FY 2017-18 Actuals	FY 2018-19 Target	FY 2019-20 Target
Accountable and Responsive City Government	Promote Community Involvement	Number of newsletters or outreach information mailed community-wide	2	2	2	2
	Promote Community Involvement	Provide at least one social media post or eblast every business day, citywide	365+	365+	825	900
	Provide Transparency to the Public for All Government Transactions	Number of local business representatives and attendees learning of City of Temecula's accomplishments, budget, development and future plans at State of the City event	600	700	880	700
	Provide Signature Special Events and Cultural Opportunities	Number of attendees and participants learning of local Pechanga Culture at Pechanga Pu'éska Mountain Day holiday	500-1000	500-1000	500-1000	500-1000

## CITY MANAGER

### DIVISION/PROGRAM: *ECONOMIC DEVELOPMENT*

#### SERVICES

- Support existing businesses and encourage their continued prosperity and growth.
- Manage an ongoing marketing/branding program to attract commercial and industrial development.
- Manage an ongoing marketing/branding program to attract entrepreneurs and innovative startups.
- Administer the business incubator and resource center facility to foster new business formation and provide resources to new and existing businesses.
- Provide enrichment, education, employment, and resources for youth and young adults.
- Work to attract new industries that bring an enhanced tax base, quality jobs, and new capital into the community.
- Maintain strong relationships with educational, business, and community leaders to continue to maximize opportunities.
- Facilitate smooth processing and problem solving for local businesses and businesses looking to expand in or relocate to Temecula.
- Manage and create content for the City's social media channels.

#### ACCOMPLISHMENTS FROM PRIOR FISCAL YEAR

- Produced a new vocational workforce culinary program by December 2018. (Foster an "Educated Community" Through a Wide Variety of Opportunities, *Healthy and Livable City*)
- Created a business attraction program focused on the Uptown Temecula corridor by June 2019. (Retention and Expansion of Existing Businesses, *Economic Prosperity*)
- Provided 50 workshops and 300 business consultations at TVE<sup>2</sup> by June 2019. (Foster an "Educated Community" Through a Wide Variety of Opportunities, *Healthy and Livable City*)
- As online shopping becomes more popular, continued to work with retail consultant, Buxton, on strategic retail recruitment efforts Citywide. (Retention and Expansion of Existing Businesses, *Economic Prosperity*)
- Re-launched Temecula Eats luncheons. (Retention and Expansion of Existing Businesses, *Economic Prosperity*)
- Launched the first annual Start-Up Week by September 2018. (Foster an "Educated Community" Through a Wide Variety of Opportunities, *Healthy and Livable City*)
- Created a senior workforce development program. (Foster an "Educated Community" Through a Wide Variety of Opportunities, *Healthy and Livable City*)
- Launched 1 Million Cups program by April 2019. (Foster an "Educated Community" Through a Wide Variety of Opportunities, *Healthy and Livable City*)

## CITY MANAGER

### DIVISION/PROGRAM: *ECONOMIC DEVELOPMENT*

#### OBJECTIVES FOR CURRENT FISCAL YEAR

- Create a Communications Plan for Citywide Use to drive cohesive messaging and city identity across City departments. (Foster an “Educated Community” Through a Wide Variety of Opportunities, *Healthy and Livable City*)
- Produce a new vocational manufacturing program geared towards creating a pathway to manufacturing jobs working directly with local companies. (Continue to pursue high quality employment opportunities for Temecula residents, *Economic Prosperity*)
- Expand SBDC presence at the TVE2 to ensure incubator companies and local businesses have access to tools and resources. (Continue to pursue high quality employment opportunities for Temecula residents, *Economic Prosperity*)
- Work with Temecula Valley Hospital to create/produce a VIP medical professional recruitment luncheon geared toward recruiting general practice doctors to the Valley. (Continue to pursue high quality employment opportunities for Temecula residents, *Economic Prosperity*)
- Create/produce an Economic Development focused Bus Tour to educate out of town commercial brokers and bankers the opportunities available. (Continue to promote the Temecula Valley as a destination, *Economic Prosperity*)
- Produce a Top 25 Sales Tax Producer Luncheon geared towards connecting with the City’s Top 25 sales tax producers. (Retention and expansion of existing businesses, *Economic Prosperity*)

#### PERFORMANCE MEASURES FOR CURRENT FISCAL YEAR

Core Value	Five-Year Long Term Goal	Performance Measures	FY 2016-17 Actuals	FY 2017-18 Actuals	FY 2018-19 Target	FY 2019-20 Target
Economic Prosperity	Create a Business Friendly Regulatory Environment	Number of local business site visits (to foster business relationships)	90	100	102	100
	Retention and Expansion of Existing Businesses	Number of TVE <sup>2</sup> Clients	10	10	10	11
		Number of graduated TVE <sup>2</sup> Clients	1	1	1	1
Healthy and Livable City	Foster an “Educated Community” Through a Wide Variety of Opportunities	Number of attendees for Temecula Ambassador program	50	60	60	60
		Number of interns	115	125	130	135
		Number of colleges at College Fair	270	275	300	250

## CITY MANAGER

### DIVISION/PROGRAM: *EMERGENCY MANAGEMENT*

#### SERVICES

- Emergency Management is the creation and maintenance of plans in order to reduce vulnerability to natural and manmade hazards and disasters. In addition, Emergency Management implements, monitors, and coordinates California's Standardized Emergency Management System (SEMS) within the City as well as the City's Emergency Operations Center (EOC) in support of public safety and emergency readiness.

#### ACCOMPLISHMENTS FROM PRIOR FISCAL YEAR

- Hosted a regional Emergency Management Summit to bring together regional first responders, emergency managers, elected officials, businesses, and the general public to discuss issues related to emergency preparedness, homeland security, and *all-hazards events* such as earthquakes, floods, droughts, fires, terrorism, and hazardous waste incidents that affect our region. (Minimize the Impact to Life, Property, and the Environment from Natural Hazards and Emergency Situations, *A Safe and Prepared Community*)
- Hosted the City's second annual Youth Emergency Preparedness Program (YEPP). In addition to educating youth about emergency preparedness and *all-hazards events* that affected the region (i.e. earthquakes, floods, droughts, fires, terrorism, etc.), participants of the program received hands on experience managing the City's Emergency Operations Center (EOC) via a simulated tabletop exercise. (Minimize the Impact to Life, Property, and the Environment from Natural Hazards and Emergency Situations, *A Safe and Prepared Community*)
- Updated the City's Emergency Operation Plan for 2019 (EOP) to ensure the most effective allocation of resources for protection of people and property in time of a Citywide emergency. (Minimize the Impact to Life, Property, and the Environment from Natural Hazards and Emergency Situations, *A Safe and Prepared Community*)
- Completed the City's Emergency Communications Plan to ensure immediate assistance and mobilization of resources to aid city residents in the event of a Citywide emergency. (Minimize the Impact to Life, Property, and the Environment from Natural Hazards and Emergency Situations, *A Safe and Prepared Community*)

## CITY MANAGER

### DIVISION/PROGRAM: *EMERGENCY MANAGEMENT*

#### OBJECTIVES FOR CURRENT FISCAL YEAR

- Work with neighboring cities to organize a regional Emergency Management Summit to bring together regional first responders, emergency managers, elected officials, businesses, and the general public to discuss issues related to emergency preparedness, homeland security, and *all-hazards* events such as earthquakes, floods, droughts, fires, terrorism, and hazardous waste incidents that affect our region. This project is expected to be completed by June of 2020. (Minimize the Impact to Life, Property, and the Environment from Natural Hazards and Emergency Situations, *A Safe and Prepared Community*)
- Host the City's third annual Youth Emergency Preparedness Program (YEPP). In addition to educating youth about emergency preparedness and all-hazardous events that affect the region (i.e. earthquakes, floods, droughts, fires, terrorism, etc.), participants of the program will receive hands on experience managing the City's Emergency Operations Center (EOC) via a simulated tabletop exercise. This project is expected to be completed by June of 2020. (Minimize the Impact to Life, Property, and the Environment from Natural Hazards and Emergency Situations, *A Safe and Prepared Community*)
- Update the City's Emergency Operation Plan (EOP) for 2020 to ensure the most effective allocation of resources for protection of people and property in time of a Citywide emergency. This project is expected to be completed by June of 2020. (Minimize the Impact to Life, Property, and the Environment from Natural Hazards and Emergency Situations, *A Safe and Prepared Community*)
- Continue to develop and implement the City's Emergency Communications Plan to ensure immediate assistance and mobilization of resources to aid city residents in the event of a Citywide emergency. This project is expected to be completed by June of 2020. (Minimize the Impact to Life, Property, and the Environment from Natural Hazards and Emergency Situations, *A Safe and Prepared Community*)
- Incorporate the City's Local Hazard Mitigation Plan into the City's General Plan (Safety Element). This will allow the city to be eligible to obtain public assistance funding provided by the state through the California Disaster Assistance Act (CDAA). This project is expected to be completed by June of 2020. (Minimize the Impact to Life, Property, and the Environment from Natural Hazards and Emergency Situations, *A Safe and Prepared Community*)

## CITY MANAGER

### DIVISION/PROGRAM: *EMERGENCY MANAGEMENT*

#### PERFORMANCE MEASURES FOR CURRENT FISCAL YEAR

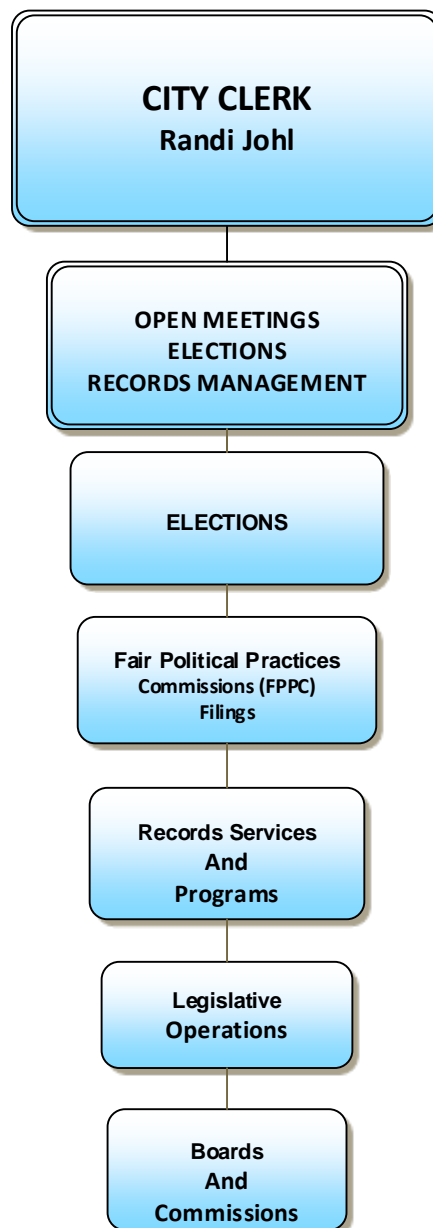
Core Value	Five-Year Long Term Goal	Performance Measures	FY 2016-17 Actuals	FY 2017-18 Actuals	FY 2018-19 Target	FY 2019-20 Target
A Safe and Prepared Community	Minimize the Impact to Life, Property, and the Environment from Natural Hazards and Emergency Situations	Number of tabletop functional exercises provided to allow staff to become more familiar with procedures, facilities, and systems used during an actual emergency.	2	2	2	2
		Percentage of staff trained on Emergency Management	85%	90%	90%	90%
		Number of Emergency Management summits to educate the public about “all hazards” that affect the region.	N/A	2	2	2

## CITY CLERK

### MISSION

The City Clerk's office is committed to serving the needs of the citizens of our community in a neutral and ethical manner by providing equal access to open and transparent government, ensuring the integrity of the participatory process, bridging internal and external communication pathways, and enhancing the public's trust in local government.

### ORGANIZATIONAL CHART



## CITY CLERK

### DIVISION/PROGRAM: *OPEN MEETINGS, ELECTIONS AND RECORDS MANAGEMENT*

EXPENDITURES BY CATEGORY					
	2017-18 Actuals	2018-19 Current Budget	2019-20 Proposed Budget	Increase/ (Decrease)	% Increase/ (Decrease)
<b>GENERAL FUND 001</b>					
<b>CITY CLERK 120</b>					
SALARIES & BENEFITS	752,342	826,964	851,630	24,666	2.98%
OPERATIONS & MAINTENANCE	89,679	254,593	254,593	0	0.0%
INTERNAL SERVICE FUND ALLOCATIONS	262,462	309,311	327,096	17,785	5.75%
<b>Division Total</b>	<b>1,104,483</b>	<b>1,390,868</b>	<b>1,433,319</b>	<b>42,451</b>	<b>3.05%</b>

### ANALYSIS/COMMENTS

**City Clerk:** Expenditures are expected to increase by 3.05% due to a cost of living adjustment (COLA) of 3% which will be provided to all eligible employees, according to labor agreements, on July 1, 2019 and an increase in the Internal Service Fund Allocation for insurance.

### PERSONNEL ALLOCATION

	Adopted 2017-18	Current 2018-19	Proposed 2019-20	Inc/(Decr) from Prior Yr
<b>CITY CLERK</b>				
Administrative Assistant	1.00	1.00	1.00	-
Director of Legislative Affairs/City Clerk	1.00	1.00	1.00	-
Management Aide III	1.00	1.00	1.00	-
Office Specialist	-	-	-	-
Office Specialist II	1.00	1.00	1.00	-
Records Manager	1.00	1.00	1.00	-
Records Technician	1.00	1.00	1.00	-
<b>Total</b>	<b>6.00</b>	<b>6.00</b>	<b>6.00</b>	<b>-</b>

## CITY CLERK

### DIVISION/PROGRAM: *OPEN MEETINGS, ELECTIONS AND RECORDS MANAGEMENT*

#### SERVICES

- Conduct regular and special general municipal elections in consolidation with the County of Riverside for the election of City Council members and local initiatives, referendums and recalls.
- Administer Political Reform Act requirements related to campaign disclosure statements, conflict of interest filings and AB 1234 ethics training.
- Administer Brown Act requirements ensuring meetings, agendas, minutes, reports, public notices, resolutions and ordinances are prepared, posted and published pursuant to law.
- Ensure open and transparent access through records-related services including records management, retention, and Public Records Act programs.
- Administer board and commission programs related to vacancies, orientation, commission handbook and Maddy Act compliance.

#### ACCOMPLISHMENTS FROM PRIOR FISCAL YEAR

- Conducted first district-based general municipal election for officeholders and/or local measures that were on the November 2018 ballot. (Provide Transparency to the Public for All Government Transactions, *Accountable and Responsive City Government*)
- Conducted biennial review and update of Citywide Conflict of Interest Code pursuant to the Political Reform Act. (Provide Transparency to the Public for All Government Transactions, *Accountable and Responsive City Government*)
- Implemented Citywide Agenda Management System and conduct related trainings for appointed and elected officials and employees. (Provide Transparency to the Public for All Government Transactions, *Accountable and Responsive City Government*)

#### OBJECTIVES FOR CURRENT FISCAL YEAR

- Conduct Request for Proposal process for State and Federal Legislative Consultant Services, implement agreements consistent with the City's Legislative Platform and ensure appropriate advocacy on City's behalf at the state and federal levels of government. (Provide Transparency to the Public for All Government Transactions, *Accountable and Responsive City Government*)
- Conduct online voter registration drives utilizing iPads at City events, including the annual College Fair at Promenade Mall, to register and pre-register Temecula residents. (Promote Community Involvement, *Accountable and Responsive City Government*)
- Provide online access to top requested documents from the Public Works Department through the City's website and online records portal. (Provide Transparency to the Public for All Government Transactions, *Accountable and Responsive City Government*)

## CITY CLERK

### DIVISION/PROGRAM: *OPEN MEETINGS, ELECTIONS AND RECORDS MANAGEMENT*

#### PERFORMANCE MEASURES FOR CURRENT FISCAL YEAR

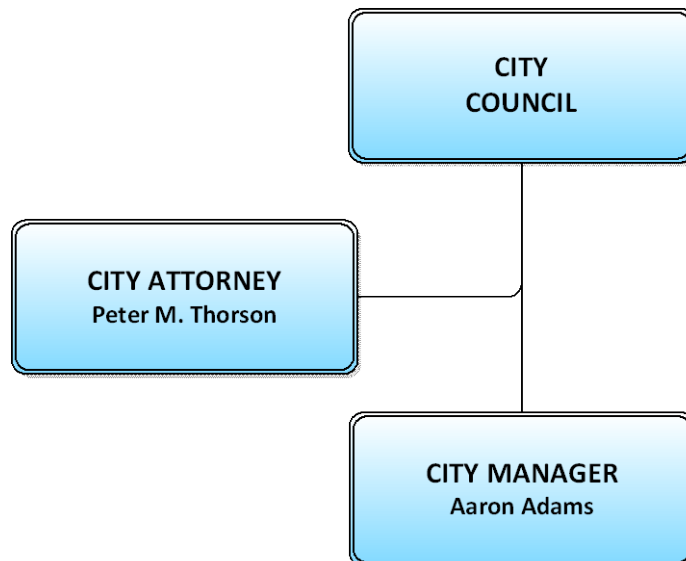
Core Value	Five-Year Long Term Goal	Performance Measures	FY 2016-17 Actuals	FY 2017-18 Actual	FY 2018-19 Target	FY 2019-20 Target
Sustainable City	Promote Energy Efficient Operations and Development	Percentage of Electronic Delivery of Agenda and Materials	100%	100%	100%	100%
		Number of Electronic WebQA Requests	788	798	800	800
Accountable and Responsive City Government	Foster An Organizational Structure That Aligns Resources With Demands	Percentage of Positions Cross-Trained for Departmental Coverage	100%	100%	100%	100%
	Provide Transparency To The Public For All Government Transactions	Percentage of Public Records Act Requests Processed In Statutory Time Period	100%	100%	100%	100%
		Number of Annual Conflict of Interest Filings for Council, Boards, Commissions, and Employees	78	76	75	75
		Percentage of Open Meeting / Public Notices Published On or Before Statutory Time Period	100%	100%	100%	100%

## CITY ATTORNEY

### MISSION

The mission of the City Attorney's Office is to provide quality, timely, and cost-effective legal analysis, opinion, and advice to the City's elected officials, departments, appointed commissions and boards on a broad range of legal, administrative, legislative, and procedural matters, including application of constitutional, statutory, administrative, and local government law. The City Attorney's Office strives to effectively provide timely research, analysis, evaluation, and drafting of legal and other documents necessary to the accomplishment of the City's municipal functions and goals. The City Attorney's mission includes representation of the City in judicial, administrative, and appellate proceedings in an efficient and cost-effective manner. The City contracts with Richards, Watson & Gershon to provide City Attorney and public law services.

### ORGANIZATIONAL CHART



## CITY ATTORNEY

### EXPENDITURES BY CATEGORY

	2017-18 Actuals	2018-19 Current Budget	2019-20 Proposed Budget	Increase/ (Decrease)	% Increase/ (Decrease)
<b>GENERAL FUND 001</b>					
<b>CITY ATTORNEY 130</b>					
OPERATIONS & MAINTENANCE	977,221	942,300	942,300	0	0.0%
Division Total	977,221	942,300	942,300	0	0.0%

### ANALYSIS

**City Attorney:** Expenditures are projected to stay flat compared to the prior fiscal year.

### SERVICES

- Serves as legal advisor to the City Council, City Manager, and the various City departments, Commissions, Committees, and Boards.
- Prepares and approves the majority of proposed City ordinances, resolutions, contracts, and other legal documents.
- Represents the City of Temecula in all litigation.

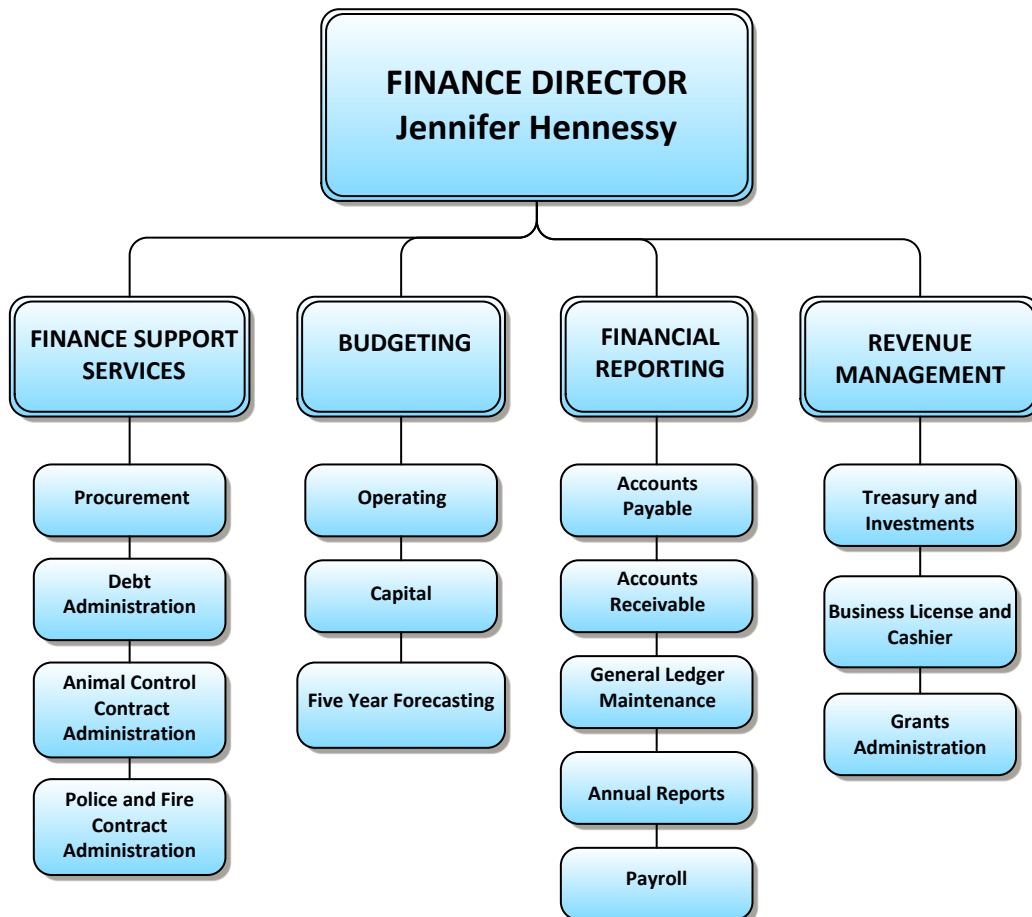


## FINANCE

### MISSION

Primary responsibilities of the Finance Department include cash and investment management, financial reporting, coordination and preparation of the Annual Operating Budget and Capital Improvement Program, internal audit, payroll, accounts receivable, financial oversight, business licensing, purchasing and contracting, financial management of Police, Animal Control and Fire contracts, and administration of all City funds and accounts.

### ORGANIZATIONAL CHART



## FINANCE

### EXPENDITURES BY CATEGORY

	2017-18 Actuals	2018-19 Current Budget	2019-20 Proposed Budget	Increase/ (Decrease)	% Increase/ (Decrease)
<b>GENERAL FUND 001</b>					
<b>FINANCE 140</b>					
SALARIES & BENEFITS	1,761,617	1,833,245	2,012,946	179,701	9.8%
OPERATIONS & MAINTENANCE	133,114	242,483	226,454	(16,029)	-6.61%
INTERNAL SERVICE FUND ALLOCATIONS	433,043	462,734	514,204	51,470	11.12%
CAPITAL OUTLAY	0	43,703	0	(43,703)	-100.0%
Division Total	<b>2,327,774</b>	<b>2,582,165</b>	<b>2,753,604</b>	<b>171,439</b>	<b>6.64%</b>
<b>ANIMAL CONTROL 172</b>					
OPERATIONS & MAINTENANCE	460,280	425,572	475,235	49,663	11.67%
Division Total	<b>460,280</b>	<b>425,572</b>	<b>475,235</b>	<b>49,663</b>	<b>11.67%</b>

### ANALYSIS/COMMENTS

**Finance:** Expenditures are projected to increase by 6.64% due to an increase in the Internal Service Fund Allocations for Insurance and Information Technology, the addition of one full-time project employee to support the upgrade of the City's financial software system and the reallocation of personnel costs from the Police division to the Finance division.

**Animal Control:** Expenditures are increasing by 11.67% due to an increase in the cost of shelter operations.





## FINANCE

### PERSONNEL ALLOCATION

	Adopted 2017-18	Current 2018-19	Proposed 2019-20	Inc/(Decr) from Prior Yr
<b><u>FINANCE</u></b>				
Administrative Assistant	1.00	-	-	-
Accountant I (Confidential)	1.00	0.83	0.83	-
Accounting Assistant	1.00	2.00	2.00	-
Accounting Assistant - Cashier	1.00	1.00	1.00	-
Accounting Manager	-	-	-	-
Accounting Specialist	-	-	-	-
Accounting Specialist - Payroll	-	-	-	-
Accounting Technician I	1.00	1.00	1.00	-
Accounting Technician II	1.00	1.00	1.00	-
Business License Specialist/Cashier	-	-	-	-
Business License Technician	1.00	1.00	1.00	-
Director of Finance	1.00	0.92	0.93	0.01
Fiscal Services Manager	2.00	2.00	2.00	-
Management Analyst	-	-	-	-
Payroll Coordinator (Confidential)	1.00	1.00	1.00	-
Purchasing Coordinator II	-	-	-	-
Purchasing Manager	1.00	1.00	1.00	-
Revenue Manager	-	-	-	-
Senior Debt Analyst	-	-	-	-
Senior Management Analyst	0.40	0.60	0.75	0.15
<b>Total</b>	<b>12.40</b>	<b>12.35</b>	<b>12.51</b>	<b>0.16</b>
<b><u>COMMUNITY FACILITY DISTRICTS</u></b>				
Accountant I (Confidential)	-	0.17	0.17	-
Director of Finance	-	0.08	0.07	(0.01)
Senior Management Analyst	0.22	-	-	-
<b>Total</b>	<b>0.22</b>	<b>0.25</b>	<b>0.24</b>	<b>(0.01)</b>
<b>Grand Total</b>	<b>12.62</b>	<b>12.60</b>	<b>12.75</b>	<b>0.15</b>

## FINANCE

### DIVISION/PROGRAM: *FINANCE SUPPORT SERVICES*

#### SERVICES

- Oversee the Citywide coordination of the City's Annual Operating Budget and Capital Improvement Program Budgets.
- Manage and develop annual and five year forecasts for City funds and programs, provide oversight of City's internal controls and manage audit requirements.
- Provide front-line customer service to the public and manage the issuance and renewal of business licenses for businesses operating within the City limits.
- In accordance with Investment Policy, manage cash and investments focusing on safety and liquidity, as well as return on investment.
- Prepare Comprehensive Annual Financial Report, Single Audit Reports, State Reports and Quarterly Financial reports.
- Process Accounts Payable, Accounts Receivable, biweekly Payroll and yearly W-2, 1098 and 1099 reporting.
- Maintain and update general ledger accounts for budget preparation and financial reports.
- Review all City contracts and insurance certificates to ensure compliance with State law, Public Contract Code and the Temecula Municipal Code.
- Administer the City's purchasing process in accordance with the Temecula Municipal Code.
- Administer the City's debt obligations, including Community Facility District bonds, Tax Allocation bonds, and the Financing Lease.
- Coordinate the annual update of the rates and charges of the City's eligible Service Levels.

#### ACCOMPLISHMENTS FROM PRIOR FISCAL YEAR

- Received awards for the City's Annual Operating Budget, Capital Improvement Program and Comprehensive Annual Financial Report. (*Foster an Organizational Structure that Aligns Resources with Demands, Accountable and Responsive City Government*)
- Achieved clean audit opinions on all financial and program audits for FY2017-18. (*Provide Transparency to the Public for All Government Transactions, Accountable and Responsive City Government*)
- Implemented new Budgeting software and new Timekeeping system to enhance efficiency, improve data integrity and reduce staffing costs. (*Provide Transparency to the Public for All Government Transactions, Accountable and Responsive City Government*)
- Finalized the Citywide Indirect Cost Allocation Plan and Cost of Services Study. (*Provide Transparency to the Public for All Government Transactions, Accountable and Responsive City Government*)
- Developed implementation team and staffing structure in anticipation of implementing a new Citywide financial accounting software system. (*Provide Transparency to the Public for All Government Transactions, Accountable and Responsive City Government*)

## FINANCE

### DIVISION/PROGRAM: *FINANCE SUPPORT SERVICES*

#### OBJECTIVES FOR CURRENT FISCAL YEAR

- Apply for and receive awards for the City's Annual Operating Budget, Capital Improvement Program and Comprehensive Annual Financial Report. (Foster an Organizational Structure that Aligns Resources with Demands, *Accountable and Responsive City Government*)
- Develop needs assessment and implementation plan for the future replacement of the City's financial accounting software system. (Provide Transparency to the Public for All Government Transactions, *Accountable and Responsive City Government*)
- Implement Cost of Services Study recommendations, pending Council approval. (Provide Transparency to the Public for All Government Transactions, *Accountable and Responsive City Government*)
- Implement the upgraded Business License software, Citizen Self Service (CSS) module, to allow for an improved online Business License application and renewal process. (Provide Transparency to the Public for All Government Transactions, *Accountable and Responsive City Government*)
- Increase online Business License renewal participation utilizing CSS, with a target goal of 50% of renewals processed online. (Provide Transparency to the Public for All Government Transactions, *Accountable and Responsive City Government*)
- Develop Purchasing Administrative Guidelines, and establish emergency/mutual aid agreements as part of Emergency Operations Planning. (Provide Transparency to the Public for All Government Transactions, *Accountable and Responsive City Government*)

## FINANCE

### DIVISION/PROGRAM: *FINANCE SUPPORT SERVICES*

#### PERFORMANCE MEASURES FOR CURRENT FISCAL YEAR

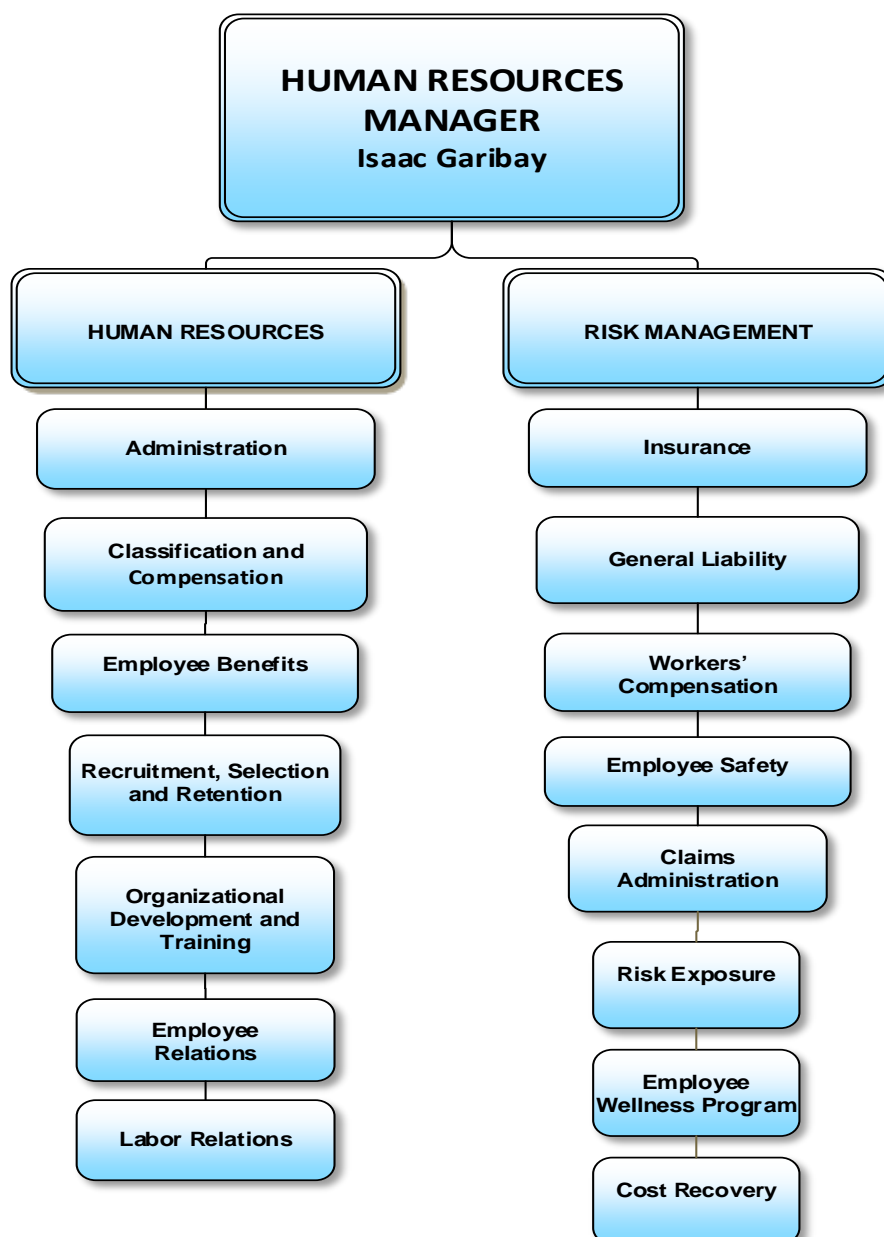
Core Value	Five-Year Long Term Goal	Performance Measures	FY 2016-17 Actuals	FY 2017-18 Actuals	FY 2018-19 Target	FY 2019-20 Target
Accountable and Responsive City Government	Maintain Overall Sound Fiscal Policies to Ensure Long Term Solvency	Purchase orders processed	2,500	2,112	2,500	2,300
		Bids processed online	50	40	50	45
		Purchase orders processed within two days	100%	100%	100%	100%
	Provide Transparency to the Public For All Government Transactions	Monthly Treasurer's Report completed and distributed within 30 days of month-end	100%	100%	100%	100%
Economic Prosperity	Create a Business Friendly Regulatory Environment	Number of business licenses issued	8,500	7,895	8,300	8,300
		Number of on-line business license renewals	2,000	2,700	2,700	2,700

## HUMAN RESOURCES

### MISSION

The Human Resources Department is dedicated to providing quality service to our internal and external customers, and specifically to the City of Temecula employees of the past, present, and future by attracting, developing, and retaining a highly-qualified, diverse, positive, and productive workforce. The Human Resources staff is committed to fostering an environment of trust, objectivity, mutual respect, collaboration, innovation, open communication, safety, health, compassion, and well-being.

### ORGANIZATIONAL CHART



## HUMAN RESOURCES

### EXPENDITURES BY CATEGORY

	2017-18 Actuals	2018-19 Current Budget	2019-20 Proposed Budget	Increase/ (Decrease)	% Increase/ (Decrease)
<b>GENERAL FUND 001</b>					
<b>HUMAN RESOURCES 150</b>					
<b>SALARIES &amp; BENEFITS</b>	567,085	641,347	668,163	26,816	4.18%
<b>OPERATIONS &amp; MAINTENANCE</b>	245,010	424,323	424,823	500	0.12%
<b>INTERNAL SERVICE FUND ALLOCATIONS</b>	167,443	121,347	170,327	48,980	40.36%
<b>Division Total</b>	<b>979,538</b>	<b>1,187,017</b>	<b>1,263,313</b>	<b>76,296</b>	<b>6.43%</b>

### ANALYSIS/COMMENTS

**Human Resources:** Expenditures are expected to increase by 6.43% due to a cost of living adjustment (COLA) of 3% which will be provided to all eligible employees, according to labor agreements, on July 1, 2019 and an increase in the Internal Service Fund Allocations for Insurance and Information Technology.

### PERSONNEL ALLOCATION

	Adopted 2017-18	Current 2018-19	Proposed 2019-20	Inc/(Decr) from Prior Yr
<b><u>HUMAN RESOURCES</u></b>				
Administrative Assistant (Confidential)	0.10	-	-	-
Assistant City Manager	0.25	0.25	0.05	(0.20)
Fiscal Services Manager	-	-	-	-
Human Resources Manager	0.90	0.90	0.80	(0.10)
Human Resources Technician I	1.00	1.00	1.00	-
Office Specialist (Confidential)	-	-	-	-
Risk Manager	0.10	0.10	0.50	0.40
Senior Human Resources Analyst	-	-	-	-
Senior Management Analyst	1.00	1.00	1.00	-
Senior Office Specialist (Confidential)	1.00	1.00	1.00	-
<b>Total</b>	<b>4.35</b>	<b>4.25</b>	<b>4.35</b>	<b>0.10</b>

## HUMAN RESOURCES

### DIVISION/PROGRAM: *HUMAN RESOURCES MANAGEMENT*

SERVICES
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- **Administration:** Review, update, and develop policies and procedures to ensure compliance with public sector labor and employment laws and alignment with Citywide operations and objectives; prepare and monitor the department's budget and expenditures; manage and oversee Federal and State government-mandated compliance programs including Department of Transportation (DOT) drug/alcohol testing, Department of Motor Vehicles (DMV) pull notice, Department of Justice (DOJ) LiveScan fingerprinting, and professional license/certificate verifications; maintain employee files and personnel records; and maintain the City's Personnel System as outlined in the City's Municipal Code.
- **Classification and Compensation:** Conduct objective studies of classifications and labor markets to ensure City staff is appropriately classified and equitably compensated; and develop and revise classification specifications to accurately reflect required qualifications, job duties, and scope of responsibility.
- **Employee Benefits:** Administer retirement plans, health insurance plans, and other City benefits; update and maintain employee data in HRIS/payroll system; interpret and apply CalPERS regulations; evaluate and address unemployment insurance claims; and administer COBRA benefits for separated employees.
- **Recruitment, Selection and Retention:** Coordinate with department managers to conduct recruitment and testing processes for vacant positions to ensure the hiring of highly qualified individuals; evaluate recruitment and turnover trends and develop strategies to effectively staff the organization; assist with organizational restructuring and succession planning efforts; conduct new employee orientation sessions; and develop and implement retention strategies.
- **Organizational Development and Training:** Coordinate and implement employee training programs to foster personal and professional development; and manage compliance training programs in accordance with legal requirements and best practices.
- **Employee Relations:** Administer performance evaluation process and advise management on performance management issues; counsel and advise employees on personnel matters; oversee disciplinary actions and appeals; manage and resolve employee grievances; conduct employee investigations to address and resolve personnel issues; and plan and implement employee recognition programs.
- **Labor Relations:** Meet and confer with represented employee organizations regarding wages, hours and other terms and conditions of employment; interpret and apply provisions of the City's Personnel Rules and labor contracts; and maintain effective working relationships with employees and collective bargaining units.

## HUMAN RESOURCES

### DIVISION/PROGRAM: *HUMAN RESOURCES MANAGEMENT*

#### ACCOMPLISHMENTS FROM PRIOR FISCAL YEAR

- Developed and Implemented the Citywide Employee Development Training Program. (Foster an Organizational Structure that Aligns Resources with Demands, *Accountable and Responsive City Government*)
- Developed the City's Workforce Strategic Plan to maximize organizational effectiveness and address current and future workforce needs. (Foster an Organizational Structure that Aligns Resources with Demands, *Accountable and Responsive City Government*)
- Updated and published the City's Personnel Policies and Administrative Guidelines. (Provide Transparency to the Public for all Government Transactions, *Accountable and Responsive City Government*)
- Implemented the City's electronic applicant tracking system for all hiring managers to use in the recruitment process. (Foster an Organizational Structure that Aligns Resources with Demands, *Accountable and Responsive City Government*)
- Implemented an online onboarding system for new City employees. (Foster an Organizational Structure that Aligns Resources with Demands, *Accountable and Responsive City Government*)
- Implemented the City's online testing system to test job applicants. (Foster an Organizational Structure that Aligns Resources with Demands, *Accountable and Responsive City Government*)
- Developed and implemented an automated workflow for personnel status change approvals. (Foster an Organizational Structure that Aligns Resources with Demands, *Accountable and Responsive City Government*)
- Participated in regional career fair events to attract qualified candidates to meet staffing needs. (Foster an Organizational Structure that Aligns Resources with Demands, *Accountable and Responsive City Government*)
- Implemented a dynamic service award program to foster a satisfied, productive and motivated workforce. (Foster an Organizational Structure that Aligns Resources with Demands, *Accountable and Responsive City Government*)

#### OBJECTIVES FOR CURRENT FISCAL YEAR

- Ensure all City employees attend customer service training by June 2020. (Foster an Organizational Structure that Aligns Resources with Demands, *Accountable and Responsive City Government*)
- Implement the City's electronic performance management system for all City employees by June 2020. (Foster an Organizational Structure that Aligns Resources with Demands, *Accountable and Responsive City Government*)
- Provide public access to the City's class specifications through the online recruitment portal. (Provide Transparency to the Public for all Government Transactions, *Accountable and Responsive City Government*)
- Train all hiring managers to use the City's electronic applicant tracking system. (Foster an Organizational Structure that Aligns Resources with Demands, *Accountable and Responsive City Government*)
- Incorporate knowledge, skills and abilities testing in the recruitment process. (Foster an Organizational Structure that Aligns Resources with Demands, *Accountable and Responsive City Government*)

## HUMAN RESOURCES

### DIVISION/PROGRAM: *HUMAN RESOURCES MANAGEMENT*

#### PERFORMANCE MEASURES FOR CURRENT FISCAL YEAR

Core Value	Five-Year Long Term Goal	Performance Measures	FY 2016-17 Actuals	FY 2017-18 Actuals	FY 2018-19 Target	FY 2019-20 Target
Accountable and Responsive City Government	Foster an Organizational Structure that Aligns Resources with Demands	Percentage of employees completing the City of Temecula's Customer Service Training Program	N/A	N/A	30%	100%
		Percentage of hiring managers using the City's electronic applicant tracking system	N/A	N/A	50%	100%
		Percentage of performance evaluations completed using the City's electronic performance management system	N/A	N/A	N/A	100%
		Percentage of job applicant testing conducted via the City's online testing system	N/A	N/A	100%	100%
		Percentage of new employees using the City's online Onboard portal	N/A	N/A	30%	100%
	Provide Transparency to the Public for all Government Transactions	Percentage of Personnel Policies updated and made available electronically	0%	0%	100%	N/A
		Percentage of Administrative Guidelines updated and made available electronically	0%	25%	100%	N/A
		Percentage of Class Specifications made available to the public online	N/A	N/A	N/A	100%

## HUMAN RESOURCES

### DIVISION/PROGRAM: *RISK MANAGEMENT*

#### SERVICES

- **Insurance:** Coordinate with insurance brokers to secure lines of insurance for the City's liability and property in excess of the City's self-insured retention limits.
- **General Liability:** Coordinate with third-party administrators and legal counsel for the cost-effective resolution of general liability claims and lawsuits.
- **Workers' Compensation:** Coordinate with third-party administrators and legal counsel to manage workers' compensation claims and facilitate the proper treatment and resolution of employee illnesses and injuries; confer with managers to provide light duty or modified duty as appropriate; and, assist employees with issues related to workplace injuries and illnesses.
- **Employee Safety and Training:** Establish and maintain a safe and healthy work environment by maintaining open lines of communication throughout the organization, complying with established federal, state and local regulations, and implementing best practices in preventing safety risk.
- **Claims Administration:** Work in unison with Third Party Administrators to process both liability and workers' compensation claims against the City.
- **Cost Recovery:** Coordinate with various City departments for the recovery of costs associated with damage to City-owned property.
- **Wellness Program:** Develop and implement educational and interactive employee wellness programs designed to prevent workplace injury and illnesses.
- **Risk Exposure:** Administer the City's general liability program by investigating and evaluating risk exposure and providing strategies for decreasing the City's general liability

#### ACCOMPLISHMENTS FROM PRIOR FISCAL YEAR

- Continued to develop, implement and/or update Citywide safety training programs. (Minimize the Impact to Life, Property, and the Environment from Natural Hazards and Emergency Situations, *A Safe and Prepared Community*)

## HUMAN RESOURCES

### DIVISION/PROGRAM: *RISK MANAGEMENT*

#### OBJECTIVES FOR CURRENT FISCAL YEAR

- Continue to develop, implement and/or update City-wide safety training programs (to prevent workplace injury and illnesses) through June 2020. (Minimize the Impact to Life, Property, and the Environment from Natural Hazards and Emergency Situations, *A Safe and Prepared Community*)
- Streamline the City's certificate of insurance management system for internal and external customers by implementing a web-based approach by June 2020. (Foster an Organizational Structure that Aligns Resources with Demands, *Accountable and Responsive City Government*)
- Implement the City's Employee Wellness Program (designed to prevent workplace injury and illnesses) for all City employees by June 2020. (Foster an Organizational Structure that Aligns Resources with Demands, *Accountable and Responsive City Government*)
- Continue to develop and implement the City's Cost Recovery program (for costs associated with damage to City-owned property) for all affected City departments by June 2020. (*Diversify the city's revenue base to ensure stability in any economic climate, Accountable and Responsive City Government*)



## HUMAN RESOURCES

### DIVISION/PROGRAM: *RISK MANAGEMENT*

#### PERFORMANCE MEASURES FOR CURRENT FISCAL YEAR

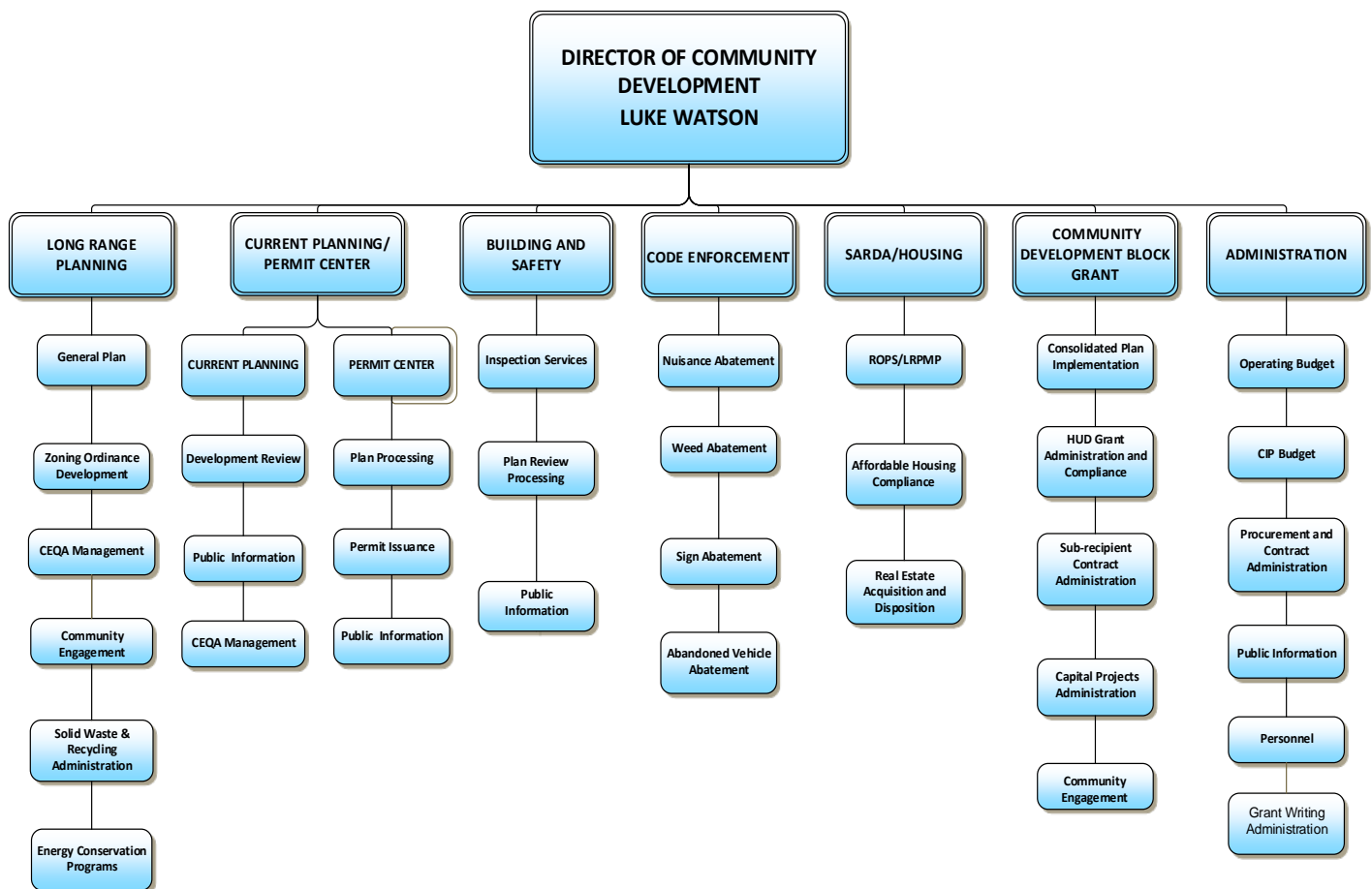
Core Value	Five-Year Long Term Goal	Performance Measures	FY 2016-17 Actuals	FY 2017-18 Actuals	FY 2018-19 Target	FY 2019-20 Target
A Safe and Prepared Community	Minimize the Impact to Life, Property, and the Environment from Natural Hazards and Emergency Situations	Number of “all-hazards” evacuation drills at applicable City facilities	N/A	1	2	1
		Percentage of City-related safety training programs available to prevent workplace injury and illnesses	N/A	N/A	N/A	100%
Accountable and Responsive City Government	Foster an Organizational Structure that Aligns Resources with Demands	Percentage of agreement related certificates of insurance managed through the City’s web-based approach	N/A	N/A	N/A	75%
		Number of employee wellness programs designed to prevent workplace injury and illness	N/A	N/A	N/A	3
	Diversify the city’s revenue base to ensure stability in any economic climate	Percentage of applicable cost recovery cases initiated for costs associated with damage to City-owned property	N/A	N/A	N/A	100%

## COMMUNITY DEVELOPMENT

### MISSION

Community Development is a multi-disciplinary department providing planning, development services, Community Development Block Grant (CDBG), and affordable housing to citizens, elected officials, appointed boards, commissions, and City departments. The department guarantees all development is consistent with the General Plan, Municipal Codes, and Building Codes. Community Development ensures that the goals of the community are met, with regards to health, life safety, public welfare, and neighborhood preservation. The department also conducts activities related to the winding down of redevelopment through the Successor Agency to the Temecula Redevelopment Agency.

### ORGANIZATIONAL CHART



## COMMUNITY DEVELOPMENT

EXPENDITURES BY CATEGORY					
	2017-18 Actuals	2018-19 Current Budget	2019-20 Proposed Budget	Increase/ (Decrease)	% Increase/ (Decrease)
<b>GENERAL FUND 001</b>					
<b>PLANNING 161</b>					
SALARIES & BENEFITS	1,310,952	1,393,162	1,394,823	1,661	0.12%
OPERATIONS & MAINTENANCE	287,185	646,456	669,130	22,674	3.51%
INTERNAL SERVICE FUND ALLOCATIONS	459,018	470,046	526,245	56,199	11.96%
Division Total	<b>2,057,155</b>	<b>2,509,664</b>	<b>2,590,198</b>	<b>80,534</b>	<b>3.21%</b>
<b>BUILDING &amp; SAFETY 162</b>					
SALARIES & BENEFITS	1,259,910	1,552,251	1,612,356	60,105	3.87%
OPERATIONS & MAINTENANCE	247,323	415,669	358,720	(56,949)	-13.7%
INTERNAL SERVICE FUND ALLOCATIONS	234,354	300,510	356,056	55,546	18.48%
Division Total	<b>1,741,587</b>	<b>2,268,430</b>	<b>2,327,132</b>	<b>58,702</b>	<b>2.59%</b>
<b>BUILDING &amp; SAFETY - CODE ENFORCEMENT</b>					
SALARIES & BENEFITS	486,502	633,826	632,684	(1,142)	-0.18%
OPERATIONS & MAINTENANCE	107,513	159,399	158,364	(1,035)	-0.65%
INTERNAL SERVICE FUND ALLOCATIONS	122,051	158,484	173,117	14,633	9.23%
Division Total	<b>716,066</b>	<b>951,709</b>	<b>964,165</b>	<b>12,456</b>	<b>1.31%</b>
<b>AFFORDABLE HOUSING FUND 165</b>					
<b>NON-DEPARTMENTAL 199</b>					
SALARIES & BENEFITS	180,681	260,716	270,553	9,837	3.77%
OPERATIONS & MAINTENANCE	122,865	252,407	252,407	0	0.0%
INTERNAL SERVICE FUND ALLOCATIONS	35,757	32,502	38,420	5,918	18.21%
Division Total	<b>339,303</b>	<b>545,625</b>	<b>561,380</b>	<b>15,755</b>	<b>2.89%</b>
<b>COMMUNITY DEV BLOCK GRANT FUND 140</b>					
<b>NON-DEPARTMENTAL 199</b>					
SALARIES & BENEFITS	103,055	109,385	111,685	2,300	2.1%
OPERATIONS & MAINTENANCE	140,974	113,880	123,766	9,886	8.68%
TRANSFERS	711,509	812,825	323,660	(489,165)	-60.18%
Division Total	<b>955,538</b>	<b>1,036,090</b>	<b>559,111</b>	<b>(476,979)</b>	<b>-46.04%</b>

## COMMUNITY DEVELOPMENT

### EXPENDITURES BY CATEGORY (continued)

	2017-18 Actuals	2018-19 Current Budget	2019-20 Proposed Budget	Increase/ (Decrease)	% Increase/ (Decrease)
<b>SARDA DEBT SERVICE FUND 380</b>					
<b>NON-DEPARTMENTAL 199</b>					
<b>OPERATIONS &amp; MAINTENANCE</b>	4,396,964	6,769,672	6,780,321	10,649	0.16%
<b>TRANSFERS</b>	256,938	750,000	750,000	0	0.0%
<b>Division Total</b>	<b>4,653,902</b>	<b>7,519,672</b>	<b>7,530,321</b>	<b>10,649</b>	<b>0.14%</b>

### ANALYSIS/COMMENTS

**Planning:** Expenditures are expected to increase by 3.21% due to an increase in staff training and education as well as an increase in the Internal Service Fund Allocation for Insurance and Information Technology.

**Building & Safety:** Expenditures are expected to increase by 3.9% due to a cost of living adjustment (COLA) of 3% which will be provided to all eligible employees, according to labor agreements, on July 1, 2019 and an increase in the Internal Service Fund Allocation for Insurance and Information Technology.

**Affordable Housing:** Expenditures are expected to increase by 2.89% due to a cost of living adjustment (COLA) of 3% which will be provided to all eligible employees, according to labor agreements, on July 1, 2019 and an increase in the Internal Service Fund Allocation for Insurance and Information Technology.

**CDBG:** Expenditures are expected to decline by 46% due to a reduction in the transfer of CDBG funds to Capital Projects, which vary greatly from one year to the next, based on project activity.

**SARDA:** Expenditures are expected to remain flat over the prior fiscal year.

## COMMUNITY DEVELOPMENT

PERSONNEL ALLOCATION				
	Adopted 2017-18	Current 2018-19	Proposed 2019-20	Inc/(Decr) from Prior Yr
<b>COMMUNITY DEVELOPMENT - PLANNING</b>				
Administrative Assistant	0.65	0.75	0.75	-
Assistant Planner	1.00	1.75	1.75	-
Associate Planner I	2.00	2.00	2.00	-
Associate Planner II	-	0.40	0.40	-
Community Development Technician	-	-	-	-
Community Dev. Processing Supervisor	0.25	0.10	0.10	-
Community Development Technician I	0.66	0.44	0.20	(0.24)
Community Development Technician II	0.50	0.20	0.20	-
Development Processing Coordinator	-	-	-	-
Director of Community Development	0.50	0.45	0.45	-
Economic Development Analyst I	-	-	-	-
Management Analyst - Economic Dev.	0.10	-	-	-
Office Specialist II	-	0.50	0.50	-
Planning Technician	1.00	1.00	1.00	-
Principal Management Analyst	0.50	0.35	0.35	-
Principal Planner	1.00	1.00	1.00	-
Senior Management Analyst	-	-	-	-
Senior Planner	1.00	0.60	0.60	-
<b>Total</b>	<b>9.16</b>	<b>9.54</b>	<b>9.30</b>	<b>(0.24)</b>
<b>COMMUNITY DEVELOPMENT - BUILDING &amp; SAFETY</b>				
Administrative Assistant	0.10	0.10	0.10	-
Building Inspector I	-	1.00	1.00	-
Building Inspector II	3.00	3.00	3.00	-
Building Official	1.00	1.00	1.00	-
Code Enforcement Officer I	1.00	1.00	1.00	-
Code Enforcement Officer II	1.00	1.00	1.00	-
Community Dev. Processing Supervisor	0.75	0.90	0.90	-
Community Development Technician	-	-	-	-
Community Development Technician I	0.68	1.23	1.80	0.57
Community Development Technician II	1.50	1.80	1.80	-
Development Processing Coordinator	-	-	-	-
Director of Community Development	0.25	0.25	0.25	-
Office Specialist II	-	0.50	0.50	-
Principal Management Analyst	0.10	0.20	0.20	-
Senior Building Inspector	1.00	1.00	1.00	-
Senior Code Enforcement Officer	1.00	0.95	0.95	-
Senior Management Analyst	-	-	-	-
Senior Office Specialist	2.00	2.00	2.00	-
<b>Total</b>	<b>13.38</b>	<b>15.93</b>	<b>16.50</b>	<b>0.57</b>

## COMMUNITY DEVELOPMENT

PERSONNEL ALLOCATION (continued)				
	Adopted 2017-18	Current 2018-19	Proposed 2019-20	Inc/(Decr) from Prior Yr
<b><u>CDBG</u></b>				
Associate Planner	-	-	-	-
Principal Management Analyst	0.13	0.20	0.20	-
<b>Total</b>	<b>0.13</b>	<b>0.20</b>	<b>0.20</b>	-
<b><u>AFFORDABLE HOUSING</u></b>				
Administrative Assistant	0.25	0.15	0.15	-
Assistant Planner	-	0.25	0.25	-
Associate Planner II	0.25	0.35	0.35	-
Director of Community Development	0.25	0.25	0.25	-
Principal Management Analyst	0.27	0.20	0.20	-
Senior Planner	-	0.35	0.35	-
<b>Total</b>	<b>1.02</b>	<b>1.55</b>	<b>1.55</b>	-
<b><u>SERVICE LEVEL D</u></b>				
Associate Planner II	0.75	0.25	0.25	-
Director of Community Development	-	0.05	0.05	-
Principal Management Analyst	-	0.05	0.05	-
Senior Planner	-	0.05	0.05	-
<b>Total</b>	<b>0.75</b>	<b>0.40</b>	<b>0.40</b>	-
<b>Grand Total</b>	<b>24.44</b>	<b>27.62</b>	<b>27.95</b>	<b>0.33</b>



## COMMUNITY DEVELOPMENT

### DIVISION/PROGRAM: *LONG RANGE PLANNING*

#### SERVICES

- Provide planning related analysis and recommendations to community, City staff, City Commissions and City Council for issues related to current and future development.
- Provide environmental review services for future development projects.
- Provide oversight, analysis, and implementation of the goals of the City's General Plan to ensure consistency with the objectives of the City Council, the community, and economic trends as the community matures.
- Conduct legislative analysis and implementation to maintain compliance with all applicable State and Federal laws.
- Engage in all planning processes regarding future development of the City and region.
- Administer solid waste agreement to ensure efficient solid waste removal and recycling.
- Conduct public outreach efforts.

#### ACCOMPLISHMENTS FROM PRIOR FISCAL YEAR

- Updated the Uptown Temecula Specific Plan and Sidewalk Guidelines. (Create a Business Friendly Regulatory Environment, *Economic Prosperity*)
- Updated the City's Massage Ordinance in accordance with State legislation. (Create a Business Friendly Regulatory Environment, *Economic Prosperity*)
- Completed and adopted an Affordable Housing Overlay Zone and Density Bonus Ordinance in accordance with State legislation by June 2019. (Create a Business Friendly Regulatory Environment, *Economic Prosperity*)
- Completed the community outreach process on short-term rentals and draft an ordinance defining regulations on the issue. (Create a Business Friendly Regulatory Environment, *Economic Prosperity*)
- Implemented the 2017 State Housing Package Legislation. (Provide Transparency to the Public for All Government Transactions, *Accountable and Responsive City Government*)
- In compliance with state legislation, adopted an Outdoor Vendor Cart ordinance. (Create a Business Friendly Regulatory Environment, *Economic Prosperity*)

## COMMUNITY DEVELOPMENT

### DIVISION/PROGRAM: *LONG RANGE PLANNING*

#### ACCOMPLISHMENTS FROM PRIOR FISCAL YEAR (Continued)

- Completed the 2018 annual Housing Element Report and submitted it to the State Department of Housing and Community Development. (Provide Transparency to the Public for All Government Transactions, *Accountable and Responsive City Government*)
- Adopted a Collection Container Ordinance. (Provide Transparency to the Public for All Government Transactions, *Accountable and Responsive City Government*)
- Successful at securing technical and financial assistance from the Southern California Association of Governments for the implementation of SB 743. (Maintain Overall Sound Fiscal Policies to Ensure Long Term Solvency, *Accountable and Responsive City Government*)
- Coordinated charrettes with staff and Mount San Jacinto for the future planning of the higher education campus. (Provide Transparency to the Public for All Government Transactions, *Accountable and Responsive City Government*)
- Held the 7<sup>th</sup> annual Bike to Work Day. (Provide Signature Special Events and Cultural Opportunities, *Healthy and Livable City*)
- In coordination with TCSD, held a National Trails Day event at the Santa Margarita Ecological Reserve. (Provide Signature Special Events and Cultural Opportunities, *Healthy and Livable City*)
- In coordination with Public Works, completed design of a Bicycle Pump Track at Ronald Reagan Sports Park. (Maintain a Safe and Family Friendly Oriented Environment, *Healthy and Livable City*)
- Completed a small cell wireless facility urgency ordinance. (Create a Business Friendly Regulatory Environment, *Economic Prosperity*)

#### OBJECTIVES FOR CURRENT FISCAL YEAR

- Complete and adopt a Valet Ordinance, establishing regulations to allow valet parking throughout the City by June 2020. (Create a Business Friendly Regulatory Environment, *Economic Prosperity*)
- Amend Citywide Design Guidelines. (Provide Transparency to the Public for All Government Transactions, *Accountable and Responsive City Government*)
- Continue to implement the 2017 State Housing Package Legislation. (Provide Transparency to the Public for All Government Transactions, *Accountable and Responsive City Government*)
- In coordination with Public Works, complete the construction of the Bicycle Pump Track at Ronald Reagan Sports Park. (Provide Transparency to the Public for All Government Transactions, *Accountable and Responsive City Government*)
- Complete the Old Town Parking Study. (Create a Business Friendly Regulatory Environment, *Economic Prosperity*)
- Apply for funding under Senate Bill 2 to update the City's Housing Element. (Maintain Overall Sound Fiscal Policies to Ensure Long Term Solvency, *Accountable and Responsive City Government*)

## COMMUNITY DEVELOPMENT

### DIVISION/PROGRAM: *LONG RANGE PLANNING*

#### PERFORMANCE MEASURES FOR CURRENT FISCAL YEAR

Core Value	Five-Year Long Term Goal	Performance Measures	FY 2016-17 Actuals	FY 2017-18 Actuals	FY 2018-19 Target	FY 2019-20 Target
Healthy and Livable City	Provide Housing For All Income Types In The Community	Number of Housing Element Programs completed	5	5	5	5
Transportation Mobility and Connectivity	Connect The City Through A Series Of Trails And Walkways	Number of miles of bike lanes striped	10	10	10	10

## COMMUNITY DEVELOPMENT

### DIVISION/PROGRAM: *CURRENT PLANNING AND PERMIT CENTER*

#### SERVICES

- Provide development and environmental review services for development projects.
- Provide planning related analysis and recommendations to Planning Commission and City Council for issues related to development applications.
- Process building permits, including initial application, plan check, issuance, and records retention.
- Guide and educate customers on building permit requirements, and the residential development code to ensure code compliance and a seamless permitting process for the applicants.

#### ACCOMPLISHMENTS FROM PRIOR FISCAL YEAR

- In coordination with developers, completed the entitlement process for the proposed Promenade Mall Transit Center to expand transit services. (Create a Business Friendly Regulatory Environment, *Economic Prosperity*.)
- Continued to provide free pre-application services for potential developments in the community. (Create a Business Friendly Regulatory Environment, *Economic Prosperity*.)
- Held quarterly coordination meetings with Pechanga to discuss on-going projects. (Create a Business Friendly Regulatory Environment, *Economic Prosperity*.)
- In coordination with the developer, completed the entitlement process for five residential projects – including Temecula Village Apartments, Paseo del Sol, Roripaugh Ranch, Seraphina, and Vine Creek for a total of 1065 housing units. (Create a Business Friendly Regulatory Environment, *Economic Prosperity*.)
- In coordination with the developer, completed the entitlement process for three hotels. (Create a Business Friendly Regulatory Environment, *Economic Prosperity*.)
- In coordination with the developer, completed the entitlement process for Town Square Market Place, a Development Plan to allow for the construction of an approximately 87,280 square foot commercial center. (Create a Business Friendly Regulatory Environment, *Economic Prosperity*.)
- In coordination with the developer, completed the entitlement process for a Development Plan for the construction of a two-story, approximately 18,621 square foot office building. (Create a Business Friendly Regulatory Environment, *Economic Prosperity*.)
- In coordination with the developer, completed the entitlement process for a Development Plan for the construction of an approximately 30,978 square foot industrial building. (Create a Business Friendly Regulatory Environment, *Economic Prosperity*.)
- Conducted approximately 35 public hearings. (Create a Business Friendly Regulatory Environment, *Economic Prosperity*.)
- Assisted approximately 11,000 visitors at the Permit Center. (Create a Business Friendly Regulatory Environment, *Economic Prosperity*.)

## COMMUNITY DEVELOPMENT

### DIVISION/PROGRAM: *CURRENT PLANNING AND PERMIT CENTER*

#### OBJECTIVES FOR CURRENT FISCAL YEAR

- Continue to provide free pre-application services for potential developments in the community. (Create a Business Friendly Regulatory Environment, *Economic Prosperity*.)
- Continue to hold quarterly coordination meetings with Pechanga to discuss on-going projects. (Create a Business Friendly Regulatory Environment, *Economic Prosperity*.)
- In coordination with the developer, complete the entitlement process for a proposed luxury car dealership. (Create a Business Friendly Regulatory Environment, *Economic Prosperity*.)
- In coordination with the developer, complete the home product review for Sommers Bend (former Roripaugh Ranch). (Create a Business Friendly Regulatory Environment, *Economic Prosperity*.)



## COMMUNITY DEVELOPMENT

### DIVISION/PROGRAM: *CURRENT PLANNING AND PERMIT CENTER*

#### PERFORMANCE MEASURES FOR CURRENT FISCAL YEAR

Core Value	Five-Year Long Term Goal	Performance Measures	FY 2016-17 Actuals	FY 2017-18 Actuals	FY 2018-19 Target	FY 2019-20 Target
Accountable and Responsive City Government	Provide Transparency To The Public For All Government Transactions	Percentage of applicants receiving approval letter and Conditions of Approval within 3 business days of project approval	100%	100%	100%	100%
		Percentage of Building Department plan checks completed within 12 business days for first submittals and within 7 business days for subsequent submittals	100%	100%	100%	100%
		Percentage of plan checks reviewed for Land Development by Planning completed within 15 business days for first submittals and within 10 business days for subsequent submittals	100%	100%	100%	100%
		Percentage of Notice of Exemption and Notice of Determination filings sent to the Riverside County Recorder within 3 business days of project approval for CEQA exempt projects	100%	100%	100%	100%

## COMMUNITY DEVELOPMENT

### DIVISION/PROGRAM: ***BUILDING & SAFETY***

#### SERVICES

- Promote life, health, and fire safety standards adopted through California Building Codes.
- Provide plan examinations and building inspections to applicants seeking to improve their property.
- Facilitate timely and efficient plan check and permitting services for businesses, residents, and developers, allowing customers to handle development services in one convenient location.

#### ACCOMPLISHMENTS FROM PRIOR FISCAL YEAR

- Continued to improve and promote the online building inspection request program. (Provide Transparency to the Public for All Government Transactions, *Accountable and Responsive City Government*)
- Increased public awareness and educate developers by holding a developer workshop on California Energy Code changes and ADA regulations. (Promote Community Involvement, *Accountable and Responsive City Government*)
- In coordination with the developer, completed plan check and inspections for the development of:
  - iA- Robotics, a 31,000 square foot industrial building;
  - Three hotels including Best Western, Home 2 Suites, and Hilton Garden Inn
  - Gateway to Temecula
  - Cheesecake Factory
  - RTA Transit Center

(Minimize the Impact to Life, Property, and the Environment from Natural Hazards and Emergency Situations, *A Safe and Prepared Community*)

- In coordination with the developer, completed plan check for the development of:
  - Temecula Medical Office Building II
  - Mexico Café
  - Three story commercial building for Subaru

(Minimize the Impact to Life, Property, and the Environment from Natural Hazards and Emergency Situations, *A Safe and Prepared Community*)

- Conducted approximately 19,000 inspections, issued approximately 3,000 permits, and issued approximately 400 certificates of occupancy. (Minimize the Impact to Life, Property, and the Environment from Natural Hazards and Emergency Situations, *A Safe and Prepared Community*)

## COMMUNITY DEVELOPMENT

### DIVISION/PROGRAM: ***BUILDING & SAFETY***

#### OBJECTIVES FOR CURRENT FISCAL YEAR

- Certify an additional building inspector as a California Certified Accessibility Specialist to assist developers in ADA compliance. (Minimize the Impact to Life, Property, and the Environment from Natural Hazards and Emergency Situations, *A Safe and Prepared Community*)
  - Continue to coordinate with IT to increase the number of permits that can be applied for online through our Citizen Access Portal (Provide Transparency to the Public for All Government Transactions, *Accountable and Responsive City Government*)
  - Increase public awareness and educate developers by holding a developer workshop on California Energy Code changes and ADA regulations. (Promote Community Involvement, *Accountable and Responsive City Government*)
  - In coordination with the developer, complete the plan check for the following:
    - Cypress Ridge, a 245 residential development.
    - Pedestrian Bridge at Roripaugh Ranch Phase II
    - America's Tire Depot
    - 2-story Medical Office Building on 43980 Margarita Rd.
    - New Facade Upgrade at Palomar Village
    - 29 Room Hotel at Galway House
    - Temecula Health Care Building on Campanula
- (Minimize the Impact to Life, Property, and the Environment from Natural Hazards and Emergency Situations, *A Safe and Prepared Community*)
- Update the Temecula Municipal Code to include the 2019 Building Code Update. (Minimize the Impact to Life, Property, and the Environment from Natural Hazards and Emergency Situations, *A Safe and Prepared Community*)

## COMMUNITY DEVELOPMENT

### DIVISION/PROGRAM: *BUILDING & SAFETY*

#### PERFORMANCE MEASURES FOR CURRENT FISCAL YEAR

Core Value	Five-Year Long Term Goal	Performance Measures	FY 2016-17 Actuals	FY 2017-18 Actuals	FY 2018-19 Target	FY 2019-20 Target
Accountable and Responsive City Government	Provide Transparency To The Public For All Government Transactions	Complete all photo-voltaic plan checks within 72 hours	100%	100%	100%	100%
		Number of workshops provided for active developers in the City	2	1	1	1
	Foster An Organizational Structure That Aligns Resources With Demands	Number of inspections per person, per day	20 per person/day	20 per person/day	20 per person/day	20 per person/day
		Length of time customers must wait for next available inspection	72 hours	48 hours	48 hours	48 hours



## COMMUNITY DEVELOPMENT

### DIVISION/PROGRAM: *CODE ENFORCEMENT*

#### SERVICES

- Provide commercial and residential neighborhood preservation to ensure a high quality standard of living and sustainability in communities.
- Identify substandard housing to promote life, health, and safety standards.

#### ACCOMPLISHMENTS FROM PRIOR FISCAL YEAR

- Decreased the number of non-operable vehicles in the City. (Minimize the Impact to Life, Property, and the Environment from Natural Hazards and Emergency Situations, *A Safe and Prepared Community*)
- Increased public awareness of nuisance issues via the City website, social media, and public outreach. (Provide Transparency to the Public for All Government Transactions, *Accountable and Responsive City Government*)
- Collaborated with Community Services and Law Enforcement on the implementation of the Responsible Compassion Program. (Provide Transparency to the Public for All Government Transactions, *Accountable and Responsive City Government*)
- Conducted 3,300 inspections and opened approximately 1,500 cases. (Provide Transparency to the Public for All Government Transactions, *Accountable and Responsive City Government*)

#### OBJECTIVES FOR CURRENT FISCAL YEAR

- Continue to decrease the number of non-operable vehicles in the City. (Minimize the Impact to Life, Property, and the Environment from Natural Hazards and Emergency Situations, *A Safe and Prepared Community*)
- Continue to increase public awareness of nuisance issues via the City website, social media, and public outreach. (Provide Transparency to the Public for All Government Transactions, *Accountable and Responsive City Government*)
- Continue to collaborate with Community Services and Law Enforcement on the implementation of the Responsible Compassion Program. (Provide Transparency to the Public for All Government Transactions, *Accountable and Responsive City Government*)

## COMMUNITY DEVELOPMENT

### DIVISION/PROGRAM: *CODE ENFORCEMENT*

#### PERFORMANCE MEASURES FOR CURRENT FISCAL YEAR

Core Value	Five-Year Long Term Goal	Performance Measures	FY 2016-17 Actuals	FY 2017-18 Actuals	FY 2018-19 Target	FY 2019-20 Target
Accountable and Responsive City Government	Provide Transparency To The Public For All Government Transactions	Number of brochures created for common code violations, in order to create public awareness	0	1	1	1
A Safe and Prepared Community	Continue To Aggressively Mitigate Graffiti And Vandalism	Number of hours for turnaround time for graffiti abatement	48	48	48	48
	Minimize The Impact To Life, Property, And The Environment From Natural Hazards And Emergency Situations	Percentage of weed abatement cases successfully resolved prior to placing a lien on the property	95%	95%	95%	95%
		Percentage of code cases that are resolved and closed within 3 weeks	80%	80%	80%	80%

## COMMUNITY DEVELOPMENT

### DIVISION/PROGRAM: SARDA/HOUSING

#### SERVICES

- Administer the affordable housing compliance program to ensure compliance at all affordable housing developments monitored by the City.
- Identify, negotiate, and enter into funding agreements for the construction of affordable housing units.
- Administer the Successor Agency to the Temecula Redevelopment Agency to wind down the obligations of the former Temecula Redevelopment Agency.

#### ACCOMPLISHMENTS FROM PRIOR FISCAL YEAR

- Completed successful turnover of oversight of the Successor Agency to the Redevelopment Agency to the County of Riverside. (Provide Transparency to the Public for All Government Transactions, *Accountable and Responsive City Government*)
- Partnered with BRIDGE Housing to execute a Solar Agreement for Madera Vista residents, reducing their utility costs. (Provide Transparency to the Public for All Government Transactions, *Accountable and Responsive City Government*)
- Partnered with Affirmed Housing for the re-syndication, rehabilitation, and refinancing of Mission Village Apartments. (Provide Transparency to the Public for All Government Transactions, *Accountable and Responsive City Government*)
- Submitted the Recognized Obligation Payment Schedule (ROPS) and budget to the Riverside County Oversight Board. (Provide Transparency to the Public for All Government Transactions, *Accountable and Responsive City Government*)
- In conjunction with Current Planning and the developer, partnered with Pacific West Communities to complete the entitlement process for 60 affordable housing units. (Provide Transparency to the Public for All Government Transactions, *Accountable and Responsive City Government*)

#### OBJECTIVES FOR CURRENT FISCAL YEAR

- Enter into a disposition and development agreement with one or more developers for the construction of affordable housing. (Maintain Overall Sound Fiscal Policies to Ensure Long Term Solvency, *Accountable and Responsive City Government*)
- Submit the Recognized Obligation Payment Schedule (ROPS) and budget to the Riverside County Oversight Board. (Provide Transparency to the Public for All Government Transactions, *Accountable and Responsive City Government*)

## COMMUNITY DEVELOPMENT

DIVISION/PROGRAM: *SARDA/HOUSING*

### PERFORMANCE MEASURES FOR CURRENT FISCAL YEAR

Core Value	Five-Year Long Term Goal	Performance Measures	FY 2016-17 Actuals	FY 2017-18 Actuals	FY 2018-19 Target	FY 2019-20 Target
Healthy and Livable City	Provide Housing For All Income Types In The Community	Number of agreements with an affordable housing developer for the use of available Tax Allocation Bond proceeds	0	0	1	1



## COMMUNITY DEVELOPMENT

### DIVISION/PROGRAM: *COMMUNITY DEVELOPMENT BLOCK GRANT*

#### SERVICES

- Administer the Community Development Block Grant (CDBG) program which provides funding for community based services and capital infrastructure projects.
- Complete compliance and documentation requirements for U.S. Department of Housing and Urban Development (HUD).
- Implement the goals of the Federal Community Development Block Grant program. Develop viable communities by providing decent housing, a suitable living environment, and opportunities to expand economic opportunities, principally for low and moderate-income persons.

#### ACCOMPLISHMENTS FROM PRIOR FISCAL YEAR

- Funded public service providers including the Assistance League of California, Boys and Girls Clubs of Southwest County, Fair Housing Council of Riverside County, Hospice of the Valleys, Safe Alternatives for Everyone, Voices for Children, Canine Support Team, City of Temecula Homeless Diversion Program, and VNW Circle of Care. (Maintain a Safe and Family Oriented Environment, *Healthy and Livable City*)
- Funded CIP projects such as Critical Home Maintenance and Repairs Program and ADA Transition Plan implementation projects. (Provide Highly Functional and Sustainable City Facilities and Infrastructure, *Accountable and Responsive Government*)
- Completed the 2017-18 Consolidated Annual Performance and Evaluation Report (CAPER) and submit to HUD. (*Provide Transparency to the Public for All Government Transactions, Accountable and Responsive City Government*)
- Completed and adopted the 2019-20 Annual Action Plan and submitted to HUD. (*Provide Transparency to the Public for All Government Transactions, Accountable and Responsive City Government*)
- Satisfied HUD's timeliness requirement. (*Provide Transparency to the Public for All Government Transactions, Accountable and Responsive City Government*)

## COMMUNITY DEVELOPMENT

### DIVISION/PROGRAM: *COMMUNITY DEVELOPMENT BLOCK GRANT*

#### OBJECTIVES FOR CURRENT FISCAL YEAR

- Fund public service providers including the Assistance League of California, Boys and Girls Clubs of Southwest County, Fair Housing Council of Riverside County, Hospice of the Valleys, Safe Alternatives for Everyone, Voices for Children, Canine Support Team and City of Temecula Homeless Diversion Program. (Maintain a Safe and Family Oriented Environment, *Healthy and Livable City*)
- Fund CIP projects such as Critical Home Maintenance and Repairs Program and ADA Transition Plan implementation projects. (Provide Highly Functional and Sustainable City Facilities and Infrastructure, *Accountable and Responsive Government*)
- Satisfy HUD's timeliness requirement. (*Provide Transparency to the Public for All Government Transactions, Accountable and Responsive City Government*)
- Update the Citizen Participation Plan. (*Provide Transparency to the Public for All Government Transactions, Accountable and Responsive City Government*)
- Complete the 2018-19 Consolidated Annual Performance and Evaluation Report (CAPER) and submit to HUD. (*Provide Transparency to the Public for All Government Transactions, Accountable and Responsive City Government*)
- Complete and adopt the 2020-21 Annual Action Plan and submit to HUD. (*Provide Transparency to the Public for All Government Transactions, Accountable and Responsive City Government*)

#### PERFORMANCE MEASURES FOR CURRENT FISCAL YEAR

Core Value	Five-Year Long Term Goal	Performance Measures	FY 2016-17 Actuals	FY 2017-18 Actuals	FY 2018-19 Target	FY 2019-20 Target
Accountable and Responsive City Government	Provide Transparency To The Public For All Government Transactions	Number of objectives completed for the Five-Year Consolidated Plan	3	1	1	3
		Number of HUD timeliness tests met.	1	0	1	1

## COMMUNITY DEVELOPMENT

### DIVISION/PROGRAM: *ADMINISTRATION*

#### SERVICES

- Review all department contracts to ensure compliance with Public Contract Code and City Municipal Code and internal financial policies.
- Manage department purchasing, contract administration, and procurement.
- Provide support to Planning Commission and Old Town Local Review Board by managing and noticing agendas and reports.
- Prepare department's Annual Operating Budget, Capital Improvement Program, and Five Year Forecast.
- Provide external agencies with quarterly, monthly, and annual development and fee reports.
- Liaison to Human Resources for personnel responsibilities such as recruitment and evaluations.

#### ACCOMPLISHMENTS FROM PRIOR FISCAL YEAR

- Completed all reports for external agencies on time. (Provide Transparency to the Public for All Government Transactions, *Accountable and Responsive city Government*)
- Prepared balanced department Annual Operating Budget and Capital Improvement Program. (Provide Transparency to the Public for All Government Transactions, *Accountable and Responsive City Government*)
- Processed all agenda packets for Director's Hearings, Old Town Local Review Board, Planning Commission, and Oversight Board for the Successor Agency to the Redevelopment Agency in accordance with their established and required deadlines. (Provide Transparency to the Public for All Government Transactions, *Accountable and Responsive City Government*)
- Posted all notices for public hearings in accordance to legal requirements. (Provide Transparency to the Public for All Government Transactions, *Accountable and Responsive City Government*)
- Coordinated with IT on the implementation of the Citizens Access Portal to streamline the permitting and application process. (Create a Business Friendly Regulatory Environment, *Economic Prosperity*)
- Responded to approximately 900 public inquiries through MyCivic App. (Create a Business Friendly Regulatory Environment, *Economic Prosperity*)
- Processed approximately 230 public records requests. (Create a Business Friendly Regulatory Environment, *Economic Prosperity*)

## COMMUNITY DEVELOPMENT

### DIVISION/PROGRAM: *ADMINISTRATION*

#### OBJECTIVES FOR CURRENT FISCAL YEAR

- Complete all reports for external agencies on time. (Provide Transparency to the Public for All Government Transactions, *Accountable and Responsive City Government*)
- Prepare balanced department Annual Operating Budget and Capital Improvement Program. (Provide Transparency to the Public for All Government Transactions, *Accountable and Responsive City Government*)
- Process all agenda packets for Director's Hearings, Old Town Local Review Board, Planning Commission, and Oversight Board for the Successor Agency to the Redevelopment Agency in accordance with their established and required deadlines. (Provide Transparency to the Public for All Government Transactions, *Accountable and Responsive City Government*)
- Post all notices for public hearings in accordance to legal requirements. (Provide Transparency to the Public for All Government Transactions, *Accountable and Responsive City Government*)
- Continue to coordinate with IT on the implementation of the Citizens Access Portal to streamline the permitting and application process. (Create a Business Friendly Regulatory Environment, *Economic Prosperity*)

#### PERFORMANCE MEASURES FOR CURRENT FISCAL YEAR

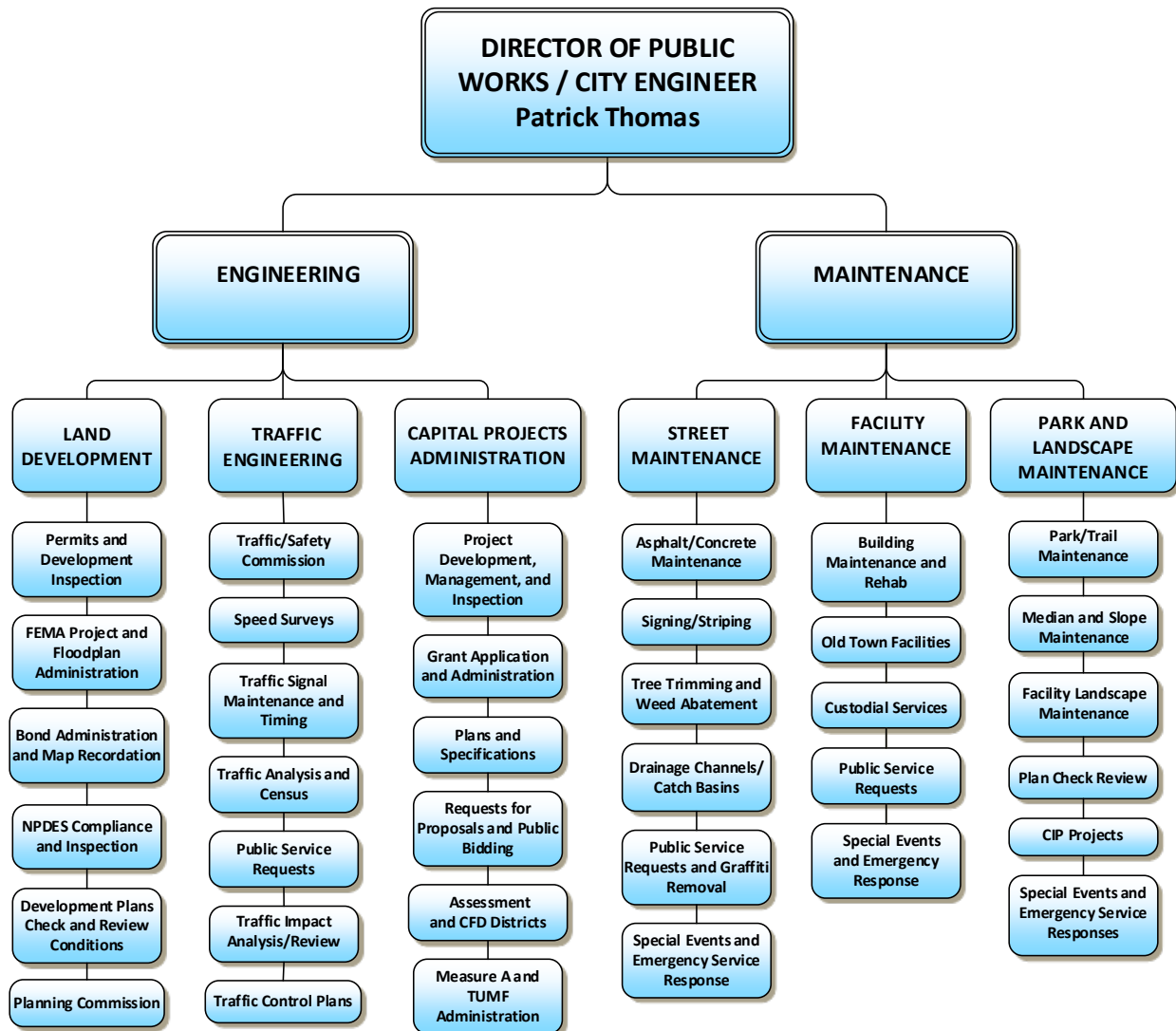
Core Value	Five-Year Long Term Goal	Performance Measures	FY 2016-17 Actuals	FY 2017-18 Actuals	FY 2018-19 Target	FY 2019-20 Target
Accountable and Responsive City Government	Provide Transparency To The Public For All Government Transactions	Percentage of reports completed on time for external agencies	100%	100%	100%	100%
	Foster And Organizational Structure That Aligns Resources With Demands	Percentage of performance evaluations given within 30 days of the review period	100%	100%	100%	100%

## PUBLIC WORKS

### MISSION

The mission of the Public Works Department is to provide quality services that support the infrastructure demands of the City of Temecula and enhance the safety, welfare and aesthetic environment of the residents, businesses and visitors. This is accomplished through the development and maintenance of City streets, sidewalks, traffic systems, bike lanes, parks, buildings, trails and drainage facilities; professional engineering oversight of public and private improvement projects; and implementation of erosion/sediment controls and storm water quality measures.

### ORGANIZATIONAL CHART



## PUBLIC WORKS

EXPENDITURES BY CATEGORY					
	2017-18 Actuals	2018-19 Current Budget	2019-20 Proposed Budget	Increase/ (Decrease)	% Increase/ (Decrease)
<b>GENERAL FUND 001</b>					
<b>LAND DEVELOPMENT 163</b>					
SALARIES & BENEFITS	1,309,946	1,301,699	1,384,600	82,901	6.37%
OPERATIONS & MAINTENANCE	46,936	174,685	174,205	(480)	-0.27%
INTERNAL SERVICE FUND ALLOCATIONS	309,731	285,271	340,168	54,897	19.24%
Division Total	<b>1,666,613</b>	<b>1,761,655</b>	<b>1,898,973</b>	<b>137,318</b>	<b>7.79%</b>
<b>PUBLIC WORKS 164</b>					
<b>PUBLIC WORKS - NPDES COMPLIANCE</b>					
SALARIES & BENEFITS	316,382	302,644	298,742	(3,902)	-1.29%
OPERATIONS & MAINTENANCE	467,051	866,340	751,371	(114,969)	-13.27%
CAPITAL OUTLAY	0	150,000	250,000	100,000	66.67%
Division Total	<b>783,433</b>	<b>1,318,984</b>	<b>1,300,113</b>	<b>(18,871)</b>	<b>-1.43%</b>
<b>PUBLIC WORKS - OLD TOWN MAINTENANCE</b>					
SALARIES & BENEFITS	32,905	28,508	59,837	31,329	109.89%
OPERATIONS & MAINTENANCE	155,707	194,937	187,237	(7,700)	-3.95%
Division Total	<b>188,612</b>	<b>223,445</b>	<b>247,074</b>	<b>23,629</b>	<b>10.57%</b>
<b>PUBLIC WORKS - STREETS MAINTENANCE</b>					
SALARIES & BENEFITS	1,290,500	1,311,353	1,335,756	24,403	1.86%
OPERATIONS & MAINTENANCE	1,217,452	1,540,572	1,389,049	(151,523)	-9.84%
INTERNAL SERVICE FUND ALLOCATIONS	711,930	801,228	855,039	53,811	6.72%
CAPITAL OUTLAY	0	35,078	0	(35,078)	-100.0%
Division Total	<b>3,219,882</b>	<b>3,688,231</b>	<b>3,579,844</b>	<b>(108,387)</b>	<b>-2.94%</b>
<b>PUBLIC WORKS - TRAFFIC</b>					
SALARIES & BENEFITS	673,455	774,329	793,526	19,197	2.48%
OPERATIONS & MAINTENANCE	253,801	329,758	329,758	0	0.0%
Division Total	<b>927,256</b>	<b>1,104,087</b>	<b>1,123,284</b>	<b>19,197</b>	<b>1.74%</b>
<b>CIP PUBLIC WORKS 165</b>					
SALARIES & BENEFITS	1,423,998	2,196,958	2,082,507	(114,451)	-5.21%
OPERATIONS & MAINTENANCE	197,986	79,829	79,214	(615)	-0.77%
INTERNAL SERVICE FUND ALLOCATIONS	239,754	229,402	255,816	26,414	11.51%
Division Total	<b>1,861,738</b>	<b>2,506,189</b>	<b>2,417,537</b>	<b>(88,652)</b>	<b>-3.54%</b>

## PUBLIC WORKS

EXPENDITURES BY CATEGORY (continued)					
	2017-18 Actuals	2018-19 Current Budget	2019-20 Proposed Budget	Increase/ (Decrease)	% Increase/ (Decrease)
<b>GENERAL FUND 001</b>					
<b>PARKS MAINTENANCE 167</b>					
SALARIES & BENEFITS	851,026	1,027,956	899,930	(128,026)	-12.45%
OPERATIONS & MAINTENANCE	2,711,945	2,778,280	2,837,847	59,567	2.14%
INTERNAL SERVICE FUND ALLOCATIONS	227,152	200,539	220,730	20,191	10.07%
Division Total	<b>3,790,123</b>	<b>4,006,775</b>	<b>3,958,507</b>	<b>(48,268)</b>	<b>-1.2%</b>
<b>MEASURE A FUND 170</b>					
<b>NON-DEPARTMENTAL 199</b>					
OPERATIONS & MAINTENANCE	795,372	2,008,541	2,008,541	0	0.0%
TRANSFERS	4,455,221	4,057,668	2,663,839	(1,393,829)	-34.35%
Division Total	<b>5,250,593</b>	<b>6,066,209</b>	<b>4,672,380</b>	<b>(1,393,829)</b>	<b>-22.98%</b>
<b>DEVELOPMENT IMPACT FEES FUND 120</b>					
<b>NON-DEPARTMENTAL 199</b>					
OPERATIONS & MAINTENANCE	11,790	0	0	0	0.0%
TRANSFERS	3,123,748	8,173,855	13,086,501	4,912,646	60.1%
Division Total	<b>3,135,538</b>	<b>8,173,855</b>	<b>13,086,501</b>	<b>4,912,646</b>	<b>60.1%</b>

## ANALYSIS/COMMENTS

**Land Development:** Expenditures are expected to increase by 7.79% due to a cost of living adjustment (COLA) of 3% which will be provided to all eligible employees, according to labor agreements, on July 1, 2019 and an increase in the Internal Service Fund Allocations for Insurance and Information Technology.

**Public Works:** Expenditures are expected to increase by 7.94% due to a cost of living adjustment (COLA) of 3% which will be provided to all eligible employees, according to labor agreements, on July 1, 2019 and the increase of Capital Outlay over the prior year due to the purchase and install of 150 storm drain inlet filters.

**CIP Administration:** Expenditures are expected to decrease by 3.54% due to two retirement vacancies that were subsequently budgeted at a lower step rate and the addition of one full-time benefitted Office Specialist II.

**Parks Maintenance:** Expenditures are expected to decrease by 1.2% due to the reallocation of personnel costs from Parks Maintenance to Service Levels.

## PUBLIC WORKS

### ANALYSIS/COMMENT (Continued)

**Measure A:** Expenditures are expected to decrease by 22.98% due to a reduction in the transfer of Measure A funds, which can vary greatly from one year to the next based on capital project activity.

**Development Impact Fees:** Expenditures are expected to increase by 60.1% due to an increase in the transfer of DIF funds, which can vary greatly from one year to the next based on capital project activity.

### PERSONNEL ALLOCATION

	Adopted 2017-18	Current 2018-19	Proposed 2019-20	Inc/(Decr) from Prior Yr
<b><u>PUBLIC WORKS - LAND DEVELOPMENT</u></b>				
Administrative Assistant	0.25	0.25	0.25	-
Assistant Engineer II	1.00	-	-	-
Associate Civil Engineer	2.00	1.00	2.00	1.00
Associate Engineer I	-	1.00	1.00	-
Associate Engineer II	1.00	1.00	2.00	1.00
Community Development Technician	-	-	-	-
Community Development Technician I	0.66	0.33	-	(0.33)
Community Development Technician II	-	-	-	-
Junior Engineer	-	-	-	-
Maintenance Supervisor	0.05	-	-	-
Office Specialist	-	-	-	-
Office Specialist I	0.65	0.60	0.60	-
Principal Civil Engineer - (Underfill as Senior Civil Engineer)	0.90	1.00	1.00	-
Director of Public Works	0.15	0.15	0.15	-
Public Works Inspector I	0.90	0.90	-	(0.90)
Public Works Inspector II	-	-	0.90	0.90
Senior Civil Engineer	-	1.00	-	(1.00)
Senior Management Analyst	0.10	0.10	-	(0.10)
Principal Management Analyst	-	-	0.10	0.10
Senior Public Works Inspector	1.40	0.70	0.70	-
Special Projects Engineer	-	-	-	-
<b>Total</b>	<b>9.06</b>	<b>8.03</b>	<b>8.70</b>	<b>0.67</b>

## PUBLIC WORKS

### PERSONNEL ALLOCATION (Continued)

	Adopted 2017-18	Current 2018-19	Proposed 2019-20	Inc/(Decr) from Prior Yr
<b><u>PUBLIC WORKS</u></b>				
Administrative Assistant	0.40	0.40	0.40	-
Assistant Engineer II	-	1.00	1.00	-
Associate Civil Engineer	-	-	1.00	1.00
Associate Engineer	-	-	-	-
Associate Engineer I	1.00	-	-	-
Associate Engineer II	2.00	2.00	1.00	(1.00)
Custodian I	0.10	0.05	0.05	-
Custodian II	-	0.05	0.05	-
Director of Public Works	0.40	0.40	0.40	-
Field Supervisor - Facilities	-	-	0.10	0.10
Lead Maintenance Worker	4.00	2.92	2.96	0.04
Lead Maintenance Worker-Facilities	0.10	0.10	0.10	-
Maintenance Manager	1.05	0.98	0.98	-
Maintenance Supervisor	0.50	0.05	1.05	1.00
Maintenance Worker	-	-	-	-
Maintenance Worker I	3.00	2.88	1.92	(0.96)
Maintenance Worker II	2.00	2.00	2.00	-
Management Assistant	-	0.25	0.25	-
Office Specialist	-	-	-	-
Office Specialist I	0.35	0.40	-	(0.40)
Office Specialist II	0.80	0.80	1.20	0.40
Principal Management Analyst	-	-	0.40	0.40
Principal Civil Engineer	0.10	-	-	-
Public Works Inspector	-	-	-	-
Public Works Inspector I	0.10	0.10	-	(0.10)
Public Works Inspector II	-	-	0.10	0.10
Senior CIP Specialist	-	-	-	-
Senior Engineer	-	-	-	-
Senior Management Analyst	0.40	0.40	-	(0.40)
Senior Office Specialist	1.00	1.15	1.15	-
Senior Public Works Inspector	0.50	0.25	0.25	-
Senior Signal Technician	2.00	1.00	1.00	-
Signal Technician I	-	1.00	1.00	-
<b>Total</b>	<b>19.80</b>	<b>18.18</b>	<b>18.36</b>	<b>0.18</b>

## PUBLIC WORKS

### PERSONNEL ALLOCATION (Continued)

	Adopted 2017-18	Current 2018-19	Proposed 2019-20	Inc/(Decr) from Prior Yr
<b><u>PUBLIC WORKS - CIP ADMINISTRATION</u></b>				
Administrative Assistant	0.30	0.30	0.30	-
Assistant Engineer	-	-	-	-
Associate Civil Engineer	2.00	2.00	2.00	-
Associate Engineer	-	-	-	-
Associate Engineer I	1.00	-	-	-
Associate Engineer II	1.00	3.00	3.00	-
Construction Manager	1.00	1.00	-	(1.00)
Director of Public Works	0.25	0.25	0.25	-
Maintenance Supervisor	0.05	-	-	-
Office Specialist	-	-	-	-
Office Specialist	-	-	1.00	1.00
Principal Civil Engineer	1.00	1.00	1.00	-
Principal Engineer	-	-	-	-
Principal Management Analyst	-	-	0.45	0.45
Public Works Inspector II	-	1.00	1.00	-
Senior CIP Specialist	-	-	-	-
Senior Civil Engineer	2.00	2.00	2.00	-
Senior Engineer	-	-	-	-
Senior Management Analyst	0.45	0.45	-	(0.45)
Senior Public Works Inspector	1.10	1.05	1.05	-
<b>Total</b>	<b>10.15</b>	<b>12.05</b>	<b>12.05</b>	<b>-</b>
<b><u>PARKS MAINTENANCE</u></b>				
Director of Public Works	0.10	0.10	0.10	-
Facility Services Manager	-	-	-	-
Landscape Inspector	-	-	-	-
Landscape Inspector II	-	-	0.75	0.75
Lead Maintenance Worker	2.00	2.00	2.00	-
Maintenance Manager	-	-	-	-
Maintenance Supervisor	0.40	-	0.95	0.95
Maintenance Worker	-	-	1.00	1.00
Maintenance Worker II	2.00	2.00	1.00	(1.00)
Management Assistant	0.50	0.25	0.25	-
Office Specialist	-	-	-	-
Office Specialist II	0.20	0.20	0.20	-
Park/Landscape Maintenance Supervisor	0.72	1.80	-	(1.80)
Senior CIP Specialist	-	-	-	-
Senior Landscape Inspector	0.60	0.60	0.60	-
Senior Office Specialist	0.35	0.15	0.15	-
<b>Total</b>	<b>6.87</b>	<b>7.10</b>	<b>7.00</b>	<b>(0.10)</b>
<b>Grand Total</b>	<b>45.88</b>	<b>45.36</b>	<b>46.11</b>	<b>0.75</b>

Annual Operating Budget

## PUBLIC WORKS

### DIVISION/PROGRAM: *LAND DEVELOPMENT*

#### SERVICES

- Provide plan check and engineering review and approval of parcel maps, subdivision maps and improvement plans as required by the Subdivision Map Act. Review planning applications to enforce the implementation of proper mitigation measures, conditions and code requirements. Ensure National Pollutant Discharge Elimination System (NPDES), Federal Emergency Management Agency (FEMA) and code compliance with applicable engineering and City standards.
- Provide NPDES engineering reviews, inspections and oversight for the development community to ensure proper measures are considered during the development (planning/construction) process to meet State and Federal NPDES regulations and requirements.
- Provide inspection oversight services for private development construction activity for all streets, drainage facilities, parks and slopes to be included within City right-of-way and maintenance areas.
- Review and issue permits for encroachments into the public right-of-way including private and public capital improvement construction activities, utility installation, repair work, special events, haul routes, etc.
- Review of legal descriptions for property transactions and/or right-of-way acquisition, abandonment and easement requests.
- Provide community outreach and education related to pollution prevention and water quality management; specifically, to address and meet NPDES compliance standards.
- Provide for the administration and management of the NPDES permit for construction activities and the Municipal Separate Storm Sewer System (MS4) permit to ensure compliance with local, State and Federal mandates.

#### ACCOMPLISHMENTS FROM PRIOR FISCAL YEAR

- Updated the City specific WQMP Guidelines and template to be consistent with the MS4 permit. (Provide Highly Functional and Sustainable City Facilities and Infrastructure, *Accountable and Responsive City Government*)
- Established benefits and costs associated with possible implementation of a City Vertical Control Network. (Provide Highly Functional and Sustainable City Facilities and Infrastructure, *Accountable and Responsive City Government*)
- Reviewed fee structure and procedures of the Encroachment Permit application and process. (Maintain Overall Sound Fiscal Policies, *Accountable and Responsive City Government*)
- Continued updating the JRMP to meet requirements of the 2015 MS4 Permit. (Provide Highly Functional and Sustainable City Facilities and Infrastructure, *Accountable and Responsive City Government*)

## PUBLIC WORKS

### DIVISION/PROGRAM: *LAND DEVELOPMENT*

#### ACCOMPLISHMENTS FROM PRIOR FISCAL YEAR (Continued)

- Continue meeting with Co-Permittees of the MS4 permit to determine most cost-effective means of implementation of requirements of the WQIP for the City of Temecula. (Maintain Overall Sound Fiscal Policies, *Accountable and Responsive City Government*)

#### OBJECTIVES FOR CURRENT FISCAL YEAR

- Continue to update the City specific WQMP Guidelines and template to be consistent with the MS4 permit. (Provide Highly Functional and Sustainable City Facilities and Infrastructure, *Accountable and Responsive City Government*)
- Establish plan of implementation and standards for a City Vertical Control Network as part of the development process. (Provide Highly Functional and Sustainable City Facilities and Infrastructure, *Accountable and Responsive City Government*)
- Implement updated procedures of the Encroachment Permit application and process. (Maintain Overall Sound Fiscal Policies, *Accountable and Responsive City Government*)
- Continue updating the JRMP to meet requirements of the 2015 MS4 Permit. (Provide Highly Functional and Sustainable City Facilities and Infrastructure, *Accountable and Responsive City Government*)
- Continue meeting with Co-Permittees of the MS4 permit to determine most cost-effective means of implementation of requirements of the WQIP for the City of Temecula. (Maintain Overall Sound Fiscal Policies, *Accountable and Responsive City Government*)
- Revise the Engineering and Construction Manual to meet current processes. (Provide Highly Functional and Sustainable City Facilities and Infrastructure, *Accountable and Responsive City Government*)
- Implement the electronic review process for engineering submittals, establish standards and guidelines for electronic review and develop processes to be followed. (Provide Highly Functional and Sustainable City Facilities and Infrastructure, *Accountable and Responsive City Government*)
- Continue working with City Clerk's Office on "Top Requested Documents" project and implement "self-service" access to online record drawings, plans, maps and other public documents. (Provide transparency to the public for all government transactions; *Accountable and Responsive City Government*)

## PUBLIC WORKS

### DIVISION/PROGRAM: *LAND DEVELOPMENT*

#### PERFORMANCE MEASURES FOR CURRENT FISCAL YEAR

Core Value	Five-Year Long Term Goal	Performance Measures	FY 2016-17 Actuals	FY 2017-18 Actuals	FY 2018-19 Target	FY 2019-20 Target
Accountable and Responsive City Government	Provide Highly Functional And Sustainable City Facilities And Infrastructure	Percentage of development reviews completed within the established Community Development turn-around time	100%	100%	100%	100%
		Percentage of plan checking reviews completed within the established City turn-around time for legal documents, final maps, Water Quality Management Plans, grading and improvement plans.	100%	100%	100%	100%
		Percentage of onsite inspections completed timely and effectively for private development and NPDES	100%	100%	100%	100%
		Percentage of permits issued within a reasonable time for grading, haul routes and encroachment activities	100%	100%	100%	100%
		Percentage of timely assistance provided to the general public at the public counter and phone inquiries	100%	100%	100%	100%

## PUBLIC WORKS

### DIVISION/PROGRAM: **TRAFFIC ENGINEERING**

#### SERVICES

- Maintain the Intelligent Transportation System (ITS) Network to provide for the efficient progression of traffic on the City's primary corridors.
- Conduct an effective preventative maintenance program for traffic signal and communication equipment to minimize signal equipment failures.
- Review proposed development plans to ensure consistency with the City's General Plan, Circulation Element and QLMP goals.
- Review and respond to citizen requests for traffic control devices and traffic calming measures; with input from the Public/Traffic Safety Commission.
- Ensure neighborhood and school areas traffic safety by providing education through the Neighborhood Traffic Calming Program.
- Monitor traffic conditions and develop proactive measures to provide for the safe and efficient movement of traffic on City arterials.

#### ACCOMPLISHMENTS FROM PRIOR FISCAL YEAR

- Implemented Bicycle and Pedestrian Safety Improvements including bike lanes, bike lane buffers and marked pedestrian crossings at controlled intersections. (Connect the City through a Series of Trails and Walkways; *Transportation Mobility and Connectivity*)
- Installed Traffic Signal Improvements at various intersections including protected/permissive traffic signal operation. (Proactively Address Traffic Improvements; *A Safe and Prepared Community*).
- Upgraded City's Closed Circuit Television Camera and Communication Infrastructure including PTZ cameras and surveillance cameras at 25 locations, fiber optic cable reconfiguration, and modifications to Traffic Operations Center (TOC). (Proactively Address Traffic Improvements; *A Safe and Prepared Community*).
- Implemented High Visibility Pedestrian Crossing Signage at mid-block uncontrolled intersection adjacent to Great Oak High School. (Proactively Address Traffic Improvements; *A Safe and Prepared Community*).
- Utilized the City's Neighborhood Traffic Calming Program to Implement Traffic Calming Measures to improve traffic safety in various neighborhoods to include residential stop signs, V-Calm signs and traffic striping. (Proactively Address Traffic Improvements; *A Safe and Prepared Community*).

## PUBLIC WORKS

### DIVISION/PROGRAM: *TRAFFIC ENGINEERING*

#### OBJECTIVES FOR CURRENT FISCAL YEAR

- Implement additional Bicycle and Pedestrian Safety Improvements. (Proactively Address Traffic Improvements, *A Safe and Prepared Community*)
- Install Traffic Signal Improvements at Various Intersections Citywide. (Proactively Address Traffic Improvements, *A Safe and Prepared Community*)
- Utilizing the Highway Safety Improvement Program (HSIP) Cycle 7 Funding, upgrade Traffic Signal Controllers, Closed Circuit Television Cameras and Communication Equipment. (Provide Functional and Sustainable City Facilities and Infrastructure, *Accountable and Responsive City Government*)
- Utilizing the Highway Safety Improvement Program (HSIP) Cycle 9 Funding upgrade Pedestrian Signal Devices, including the installation of pedestrian countdown signal heads, ADA compliant pedestrian pushbutton equipment and upgrades to traffic signal controllers to improve safety and operations at signalized intersections Citywide. (Provide Functional and Sustainable City Facilities and Infrastructure, *Accountable and Responsive City Government*)
- Utilizing the Highway Safety Improvement Program (HSIP) Cycle 9 Funding upgrade and modify Traffic Signal Operation and install protected/permissive traffic signal heads, on new signal poles and signal mast arms, relocate existing equipment and modify existing striping and raised medians traffic lights at various intersections by June 2020. (Proactively Address Traffic Improvements, *A Safe and Prepared Community*)
- Implement High Visibility Pedestrian Crossing Signage at high volume mid-block and uncontrolled intersections. (Proactively Address Traffic Improvements, *A Safe and Prepared Community*)
- Utilize the City's Neighborhood Traffic Calming Program to implement additional Traffic Calming Measures, including stop signs, traffic striping and V-Calm signs. (Utilize Effective Traffic Enforcement, Traffic Monitoring, and Planning Processes to Ensure the Safety of Temecula Motorists; *Transportation Mobility and Connectivity*)
- Complete conversion to new Advanced Traffic Management System (ATMS) "Transparency" and enter into Data Sharing Agreement for traffic signal timing data. (Utilize Effective Traffic Enforcement, Traffic Monitoring, and Planning Processes to Ensure the Safety of Temecula Motorists; *Transportation Mobility and Connectivity*)
- Prepare traffic signal equipment data for use in Asset Management Program. (Actively Maintain and Preserve City Assets and Infrastructure; *A Sustainable City*)

## PUBLIC WORKS

### DIVISION/PROGRAM: *TRAFFIC ENGINEERING*

#### PERFORMANCE MEASURES FOR CURRENT FISCAL YEAR

Core Value	Five-Year Long Term Goal	Performance Measures	FY 2016-17 Actuals	FY 2017-18 Actuals	FY 2018-19 Target	FY 2019-20 Target
A Safe and Prepared Community	Proactively Address Traffic Improvements	Number of days to respond to citizen generated investigations	7	8	6	6
		Number of minutes to respond to traffic signal complaints during business hours	45 Min.	45 Min.	30 Min.	30 Min.
		Number of hours to respond to after hour call outs for traffic signal malfunctions	1	1	1	1
		Number of neighborhood traffic calming measures implemented	8	4	3	4
Transportation Mobility and Connectivity	Utilize Effective Traffic Enforcement, Traffic Monitoring And Planning Process To Ensure Safety Of Temecula Motorists	Number of days to complete plan check and reviews of traffic control plans	7	7	6	6

## PUBLIC WORKS

### DIVISION/PROGRAM: **CAPITAL IMPROVEMENT PROGRAM**

#### SERVICES

- Project management and administration of all activities related to the City's Capital Improvement Program (CIP) involving design and construction contracts for roadways, bridges, flood control and drainage improvements, parks, buildings, and other improvements.
- Administration of assessment and special district design and construction projects.
- Coordination with Federal, State, regional and local agencies related to design and construction of CIP projects.
- Application for and administration of funding and grants from Federal, State, regional, and local sources for CIP projects.
- Monitor regional, State, and Federal transportation initiatives to ensure City transportation interests are met.
- Administration of right-of-way acquisitions, including negotiations, appraisal reviews, title and escrow services, and management of right-of-way consulting services.

#### ACCOMPLISHMENTS FROM PRIOR FISCAL YEAR

- Completed the construction of the Interstate 15 / State Route 79 South (Temecula Parkway) Ultimate Interchange Improvements. (Provide Highly Functional and Sustainable City Facilities and Infrastructure; *Accountable and Responsive City Government*)
- Completed the construction of the Temecula Park and Ride facility on Temecula Parkway at La Paz Road. (Encourage Alternative Transportation Options; *A Sustainable City*).
- Completed the Pavement Rehabilitation Program – Citywide for Rancho California Road from Jefferson Avenue to the Westerly City Limits. (Continue to Maintain Local Roads and Streets; *Transportation, Mobility and Connectivity*).
- Completed the construction of Overland Drive Extension (Commerce Center Drive to Enterprise Circle West). (Continue to Maintain Local Roads and Streets; *Transportation, Mobility and Connectivity*).
- Completed the Fiscal Year 2018/19 Citywide Slurry Seal Project at various locations. (Continue to Maintain Local Roads and Streets; *Transportation, Mobility and Connectivity*).
- Completed the construction of the Fallen Heroes Memorial at the Temecula Duck Pond. (Provide Signature Special Events and Cultural Opportunities; *Healthy and Livable City*).
- Completed the construction of the Traffic Signal Installation on Vail Ranch Parkway at Tehachapi Pass/El Chimisal Road. (Proactively Address Traffic Improvements; *A Safe and Prepared Community*).

## PUBLIC WORKS

### DIVISION/PROGRAM: ***CAPITAL IMPROVEMENT PROGRAM***

#### ACCOMPLISHMENTS FROM PRIOR FISCAL YEAR (Continued)

- Completed the design and construction of multiple sidewalk improvements. (Connect the City Through a Series of Trails and Walkways, *Transportation Mobility and Connectivity*)
  - Old Town Sidewalks (east side of Mercedes from Sam Hicks Park to Fourth Street)
  - North side of Third Street between Old Town Front Street and Mercedes Street
- Completed the Community Recreation Center (CRC) Pool Site Enhancements and Renovations Project. (Promote High Quality Parks and Recreation Programs and Cultural Services; *Healthy and Livable City*).
- Completed the design and started construction of Butterfield Stage Road, Phase III, and the Pechanga Parkway Widening. (Connect Major Commercial Districts through Circulation Improvements; *Transportation Mobility and Connectivity*).
- Completed the design and started construction of the Library Parking – Phase II on Pauba Road. (Provide Highly functional and Sustainable City Facilities and Infrastructure; *Accountable and Responsive City Government*)
- Completed the Reconstruction of South Side Parking Lot in Old Town by June 2020. (Provide Highly functional and Sustainable City Facilities and Infrastructure; *Accountable and Responsive City Government*)
- Initiated and continued to renovate public restrooms during Fiscal Year 2018-2019. (Promote High Quality Parks and Recreation Programs and Cultural Services; *Healthy and Livable City*).
- Initiated the design/design-build process for the Margarita Recreation Center at Margarita Community Park, and the Old Town Parking Structure. (Promote High Quality Parks and Recreation Programs and Cultural Services; *Healthy and Livable City*).
- Completed the design of Ynez Road Improvements (Rancho Vista to La Paz) and initiated the design of Diaz Road Widening (Cherry Street to Rancho California Road). (Connect Major Commercial Districts through Circulation Improvements; *Transportation Mobility and Connectivity*).
- Initiated the federal environmental document, right of way acquisition, and the redesign of the Murrieta Creek Bridge at Overland Drive. (Connect Major Commercial Districts through Circulation Improvements; *Transportation Mobility and Connectivity*).
- Initiated the American with Disabilities Act (ADA) Transition Plan Implementation by doing priority improvements to City facilities and public right of ways. This will become an annual program. (Maintain A Safe and Family Friendly Environment; *Healthy and Livable City*).

## PUBLIC WORKS

### DIVISION/PROGRAM: ***CAPITAL IMPROVEMENT PROGRAM***

<b>OBJECTIVES FOR CURRENT FISCAL YEAR</b>
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- Complete the construction of the Roundabout Improvements on Ynez Road at La Paz Road. (Continue to Maintain Local Roads and Streets; *Transportation, Mobility and Connectivity*).
- Complete the design and construction of the Old Town Boardwalk Enhancement project. (Continue to Maintain Local Roads and Streets; *Transportation Mobility and Connectivity* and Promote a 'walkable' community; *A Sustainable City*).
- Complete preparation of bridging documents for Margarita Recreation Center (MRC) and solicit proposals for "design/build" project delivery team. Award contract for design/build services and initiate preparation of working drawings. (Provide Highly Functional and Sustainable City Facilities and Infrastructure; *Accountable and Responsive City Government*).
- Initiate preparation of Drainage Master Plan and prepare updated inventory of Citywide storm drain facilities for use in Asset Management Program. (Provide Highly Functional and Sustainable City Facilities and Infrastructure; *Accountable and Responsive City Government*).
- Complete the construction of the Library Parking – Phase II on Pauba Road. (Provide Highly Functional and Sustainable City Facilities and Infrastructure; *Accountable and Responsive City Government*).
- Complete the Pavement Rehabilitation Program – Citywide at the following locations during Fiscal Year 2019-2020: (Continue to Maintain Local Roads and Streets; *Transportation, Mobility and Connectivity*).
  - Meadowview Loop (Via Norte, Del Rey and Avenida Barca)
  - Commerce Center Drive, Enterprise Circle South and West, and Rider Way
  - Rancho Vista (Paseo Goleta to Butterfield Stage Road)
  - Ynez Road (Winchester Road To Equity Drive)/Equity Drive/ County Center Drive
  - Pauba Road (Margarita Road to Via Rami)
  - Avenida Alvarado/Rio Nedo/Aqua Vista Way/ Tierra Alta Way
  - Winchester Road (Nicolas Road to Eastern City Limits)
  - Nicolas Road (Winchester Road to North General Kearny)
  - Rancho California Road (Humber Drive To Margarita Road)
  - Santiago Road (I-15 To Ynez Road)
- Complete the construction of the Pump Track at Ronald Reagan Sports Park. (Promote High Quality Parks and Recreation Programs and Cultural Services, *Healthy and Livable City*).

## PUBLIC WORKS

### DIVISION/PROGRAM: *CAPITAL IMPROVEMENT PROGRAM*

#### OBJECTIVES FOR CURRENT FISCAL YEAR (Continued)

- Complete the construction of Pechanga Parkway Widening, and the construction of Butterfield Stage Road, Phase III. (Connect Major Commercial Districts through Circulation Improvements; *Transportation Mobility and Connectivity*).
- Complete the design and initiate construction of the Traffic Signal and Park & Ride access improvements at Temecula Parkway and Wabash Lane. (Proactively Address Traffic Improvements; *A Safe and Prepared Community*).
- Complete the design, environmental document and initiate construction of the Santa Gertrudis Creek Pedestrian Bicycle Trail Extension (Ynez to Diaz). (Connect the City through a Series of Trails and Walkways; *Transportation Mobility and Connectivity*).
- Complete the environmental document and initiate construction of the Flood Control Channel Reconstruction and Repair at Pala Park. (Minimize the Impact to Life, Property; and the Environment from Natural Hazards and Emergency Situations, *A Safe and Prepared Community*).
- Complete the acquisition of the streetlights from Southern California Edison (SCE) and retrofit LED lighting fixtures. (Promote Energy Efficient Operations and Development; *A Sustainable City*).
- Initiate the design and the environmental document for the Santa Gertrudis Creek Pedestrian Bicycle Trail Extension, Phase II, at Margarita Road Undercrossing (Connect the City through a Series of Trails and Walkways; *Transportation Mobility and Connectivity*).
- Complete the design and construct sidewalks at the following locations. (Promote a 'Walkable' Community; *A Sustainable City*).
  - Ynez Road (west side, Rancho Highland to Tierra Vista)
  - Third Street (north side, between Old Town Front and Mercedes)
  - Dealer Drive loop (west side)
- Continue working on the Project Report and the Environmental Document for I-15 Congestion Relief (adding an auxiliary Lane on the east side of I-15 between Temecula Parkway and Rancho California Road. (Connect Major Commercial Districts through Circulation Improvements; *Transportation, Mobility and Connectivity*).
- Continue the process of the design and the environmental document for the I-15/SR 79 South Interchange Enhanced Landscaping. (Maintain the natural beauty of the community; *Healthy and Livable City*).
- Conduct a feasibility study to extend Cherry Street west of Adams Avenue and construct a low-flow crossing of Murrieta Creek. (Connect Major Commercial Districts through Circulation Improvements; *Transportation, Mobility and Connectivity*).

## PUBLIC WORKS

### DIVISION/PROGRAM: *CAPITAL IMPROVEMENT PROGRAM*

#### PERFORMANCE MEASURES FOR CURRENT FISCAL YEAR

Core Value	Five-Year Long Term Goal	Performance Measures	FY 2016-17 Actuals	FY 2017-18 Actuals	FY 2018-19 Target	FY 2019-20 Target
A Sustainable City	Actively Maintain And Preserve City Assets And Infrastructure	Total annual value of Capital Projects completed	\$7.5M	\$42.8M	\$52M	\$42M
Accountable and Responsive City Government	Maintain Overall Sound Fiscal Policies	Projects completed within budget	8	19	24	30
	Provide Transparency To The Public For All Government Transactions	Projects completed on schedule	8	19	20	30

## PUBLIC WORKS

### DIVISION/PROGRAM: *STREET MAINTENANCE*

#### SERVICES

- Provide well maintained right-of-way areas for the safety and mobility of motorists, bicyclists and pedestrians, including traffic signing and striping as directed by the Traffic Engineering Division.
- Maintain City-owned storm drains, catch basins, and surface drainage facilities, and monitor illegal dump areas in support of the City's NPDES program.
- Proactively mitigate graffiti vandalism from the right-of-way and expedite transmission of relevant graffiti information to police investigators.
- Respond to emergency situations and natural disasters, provide special event support and perform weed abatement and litter control.
- Administer the Trees for Temecula Program to replace missing or damaged street trees within residential neighborhoods.

#### ACCOMPLISHMENTS FROM PRIOR FISCAL YEAR

- Completed various Citywide projects to improve and enhance safety of City sidewalks and public right-of-ways. (Provide Highly Functional and Sustainable City Facilities and Infrastructure, *Accountable and Responsive City Government* & Continue to Maintain Local Roads and Streets, *Transportation Mobility and Connectivity*)
- Completed installation of 5,900,000 square feet of slurry and crack fill to improve City roadways. (Provide Highly Functional and Sustainable City Facilities and Infrastructure, *Accountable and Responsive City Government* & Continue to Maintain Local Roads and Streets, *Transportation Mobility and Connectivity*)
- Completed installation of 20,000 square feet of concrete sidewalk, drive approaches, ADA access ramps, curb and gutter, and cross gutters within City right of way. (Provide Highly Functional and Sustainable City Facilities and Infrastructure, *Accountable and Responsive City Government* & Continue to Maintain Local Roads and Streets, *Transportation Mobility and Connectivity*)
- Removed silt and debris, and completed repairs and maintenance of various channels throughout the city. (Provide Highly Functional and Sustainable City Facilities and Infrastructure, *Accountable and Responsive City Government* & Actively Maintain and Preserve City Assets and Infrastructure; *A Sustainable City*)

## PUBLIC WORKS

### DIVISION/PROGRAM: *STREET MAINTENANCE*

#### OBJECTIVES FOR CURRENT FISCAL YEAR

- Install 6,000,000 square feet of slurry and crack fill on various streets and roadways within the City limits. (Provide Highly Functional and Sustainable City Facilities and Infrastructure, *Accountable and Responsive City Government* & Continue to Maintain Local Roads and Streets, *Transportation Mobility and Connectivity*)
- Install 300 bicycle sharrows to enhance bike lanes along various roadways throughout the City. (Continue to Maintain Local Roads and Streets, *Transportation Mobility and Connectivity*)
- Remove and replace 175,000 square of asphalt concrete to repairs sections of deteriorated roadway. (Provide Highly Functional and Sustainable City Facilities and Infrastructure, *Accountable and Responsive City Government* & Continue to Maintain Local Roads and Streets, *Transportation Mobility and Connectivity*)
- Implement various citywide projects to improve and enhance safety of City sidewalks and public right of ways. (Provide Highly Functional and Sustainable City Facilities and Infrastructure, *Accountable and Responsive City Government* & Continue to Maintain Local Roads and Streets, *Transportation Mobility and Connectivity*)
- Convert pavement management and sign inventory data prepared by IMS for use in Asset Management Program. (Actively Maintain and Preserve City Assets and Infrastructure; *A Sustainable City*)



## PUBLIC WORKS

### DIVISION/PROGRAM: *STREET MAINTENANCE*

#### PERFORMANCE MEASURES FOR CURRENT FISCAL YEAR

Core Value	Five-Year Long Term Goal	Performance Measures	FY 2016-17 Actuals	FY 2017-18 Actuals	FY 2018-19 Target	FY 2019-20 Target
Healthy and Livable City	Maintain A Safe And Family Oriented Environment	Service order request / response	1,135	812	761	900
	Maintain The Natural Beauty Of The Community	Street trees planted or replaced	30	12	0	0
		Street trees trimmed	3,000	1,987	1724	2,000
Transportation Mobility and Connectivity	Continue To Maintain Local Roads And Streets	Legends stenciled	2,700	3,648	2,500	3,500
		Street signs replaced, repaired and installed	1290	1,167	1,061	1,500
		Linear Feet of Traffic Lanes, Bike Lanes and Curbs Painted	2,400,000	2,400,000	76,800	2,400,000
		Centerline miles of street crack/slurry sealed	17	64	10	20
		Sq. ft. of asphalt repairs	95,000	151,325	167,000	175,000
A Safe and Prepared Community	Continue To Aggressively Mitigate Graffiti And Vandalism	Sq. ft. of graffiti removed from public right-of way	57,000	38,239	23,615	40,000
	Minimize The Impact To Life, Property, And The Environment From Natural Hazards And Emergency Situations	Storm drains inspected/cleaned	2,300	2,419	745	1,500

## PUBLIC WORKS

### DIVISION/PROGRAM: *FACILITY MAINTENANCE*

#### SERVICES

- Administer the maintenance, repairs, and cleaning of all City-owned or leased buildings and aquatics facilities through in-house personnel and administration of outside contract services.
- Manage scheduled inspections and license/permit requirements associated with the operation of facility fire prevention and elevator systems, kitchen equipment, emergency generators, and pool facility water quality/chemistry systems.
- Respond to routine and emergency work order requests.
- Provide Council Chamber and meeting set-ups at various City facilities.
- Provide special event support and day porter services to ensure a safe and clean environment for all users.

#### ACCOMPLISHMENTS FROM PRIOR FISCAL YEAR

- Completed comprehensive study to access water intrusion under CRC gym floor, remediated damage and replaced, refinished and restriped sections of flooring. (Actively Maintain and Preserve City Assets and Infrastructure; *A Sustainable City*)
- Painted exterior of Temecula Valley Entrepreneurs' Exchange (TVE<sup>2</sup>), business incubator and regional resource center, and Jefferson Recreation Center (JRC). (Actively Maintain and Preserve City Assets and Infrastructure; *A Sustainable City*)
- Installed additional card readers at the Facilities Operation Center (FOC) and Community Recreation Center (CRC) buildings to improve access and enhance security. (Actively Maintain and Preserve City Assets and Infrastructure; *A Sustainable City*)
- Performed major rehabilitation of the Community Recreation Center pool to include new concrete deck, sports lighting, LED pool lights and re-plaster, and storage facility. (Actively Maintain and Preserve City Assets and Infrastructure; *A Sustainable City*)
- Removed, replaced and installed new rain gutters at the History Museum to improve runoff and protect structure from water damage. (Actively Maintain and Preserve City Assets and Infrastructure; *A Sustainable City*)
- Completed various rehabilitation projects to include roof repairs, flooring, painting, concrete repairs, perimeter fencing, HVAC upgrades, and installed energy efficient lighting, fixture upgrades and security lighting at Library, Theater, History Museum, CRC, PBSP, Civic Center, Sixth Street Restrooms, and CRC Amphitheater and Multi-Purpose Room. (Provide Highly Functional and Sustainable City and Infrastructure, *Accountable and Responsive City Government* & Actively Maintain and Preserve City Assets and Infrastructure; *A Sustainable City*)

## PUBLIC WORKS

### DIVISION/PROGRAM: *FACILITY MAINTENANCE*

#### ACCOMPLISHMENTS FROM PRIOR FISCAL YEAR (continued)

- Completed interior reconfigurations of recreational and community services facilities to improve workspace, public access and functionality at the Community Recreation Center (CRC), the Help Center Barn, Traffic Operations Center (TOC), Emergency Operations Center (EOC), and History Museum. (Provide Highly Functional and Sustainable City and Infrastructure, *Accountable and Responsive City Government* & Actively Maintain and Preserve City Assets and Infrastructure; *A Sustainable City*)
- Installed security panels at concession building at Patricia H. Birdsall Sports Park, and installed perimeter fencing at the Old Town Temecula Community Theater. (Provide Highly Functional and Sustainable City and Infrastructure, *Accountable and Responsive City Government*)
- Completed rehabilitation and replacement of roof at Temecula Elementary School pool facility. (Provide Highly Functional and Sustainable City Facilities and Infrastructure, *Accountable and Responsive City Government* & Actively Maintain and Preserve City Assets and Infrastructure; *A Sustainable City*)

#### OBJECTIVES FOR CURRENT FISCAL YEAR

- Installation of fencing along third floor perimeter of Civic Center Parking Garage, adjacent to HVAC systems, to improve safety and enhance security. (Provide Highly Functional and Sustainable City Facilities and Infrastructure, *Accountable and Responsive City Government*)
- Integrate the Police Store Front and Temecula Valley Convention & Visitors Bureau with the Citywide HVAC management control system to improve efficiency and reduce energy costs. (Promote Energy Efficient Operations and Development; *A Sustainable City*).
- Prepare inventory of City maintained facilities for use in Asset Management Program. (Provide Highly Functional and Sustainable City and Infrastructure, *Accountable and Responsive City Government* & Actively Maintain and Preserve City Assets and Infrastructure; *A Sustainable City*)
- Install upgrades to HVAC controllers at Civic Center to enhance operations and improve energy efficiencies. (Promote Energy Efficient Operations and Development; *A Sustainable City*).
- Repaint exterior of the community S.A.F.E. House, Facilities Operation Center (FOC) and Community Recreation Center (CRC). (Actively Maintain and Preserve City Assets and Infrastructure; *A Sustainable City*)
- Complete rehabilitation projects to include flooring, painting, concrete repairs, perimeter fencing, HVAC upgrades, energy efficient lighting, slurry seal facility parking lots, install fixture upgrades, add interior restrooms, and expand classrooms at various facilities throughout the City. (Provide Highly Functional and Sustainable City and Infrastructure, *Accountable and Responsive City Government* & Actively Maintain and Preserve City Assets and Infrastructure; *A Sustainable City*)

## PUBLIC WORKS

### DIVISION/PROGRAM: *FACILITY MAINTENANCE*

#### PERFORMANCE MEASURES FOR CURRENT FISCAL YEAR

Core Value	Five-Year Long Term Goal	Performance Measures	FY 2016-17 Actuals	FY 2017-18 Actuals	FY 2018-19 Target	FY 2019-20 Target
A Sustainable City	Promote Energy Efficient Operations And Development	Number of facilities improved with roofing system replacements and energy efficiency upgrades	1	1	1	1
		Number of facility HVAC system replacements and energy efficiency upgrades	1	1	1	3
		Number of facility lighting system replacement and energy efficiency upgrades	1	1	1	8
Accountable and Responsive City Government	Provide Highly Functional And Sustainable City Facilities And Infrastructure	Number of swimming pool system repairs, replacements and upgrades	1	1	1	2
		Number of facility parking lots repaired and resurfaced	1	1	1	1
		Number of custodial service order requests/response	36	40	50	40
		Number of facility service and repair requests/response	553	724	800	800

## PUBLIC WORKS

### DIVISION/PROGRAM: **PARKS MAINTENANCE**

#### SERVICES

- Administer the ongoing maintenance, repair and cleaning of all City parks, trails, open space areas, landscaped medians and applicable slope areas.
- Administer and oversee landscape water use for all City parks, landscaped medians, applicable slope areas, and recreation/administrative facility properties.
- Manage the urban forest within City parks, open space areas, landscaped medians, applicable slope areas, and recreation/administrative facility properties.
- Respond to routine and emergency work order requests, and provide support services for City-wide programs and special events.

#### ACCOMPLISHMENTS FROM PRIOR FISCAL YEAR

- Responded to and resolved 750 Service Order Requests from citizens and staff. (Maintain a safe and family oriented environment. *Healthy and Livable City*)
- Citywide tree trimming - trimmed 2,981 trees in parks, facilities, slopes and right-of-ways (Maintain a safe and family oriented environment. *Healthy and Livable City*)
- Implemented the re-design and enhancement of playground equipment and safety surfacing at Riverton Park, Rotary Park, and Temeku Hills Sports Park. (Provide Highly Functional and Sustainable City Facilities and Infrastructure, *Accountable and Responsive City Government*)
- Completed construction of Rotary Park playground, Temeku Hills Park and Meadows Park safety surfacing replacement. (Promote High Quality Parks and Recreational Programs and Cultural Services; *Healthy and Livable City*)
- Purchased and Installed Musco sports field lighting - Light Emitting Diode (LED) conversion for Pala Sports Park soccer field. (Promote Energy Efficient Operations and Development & Actively Maintain and Preserve City Assets and Infrastructure; *A Sustainable City*)
- Completed the Harveston Lake Infrastructure Improvement project. (Promote High Quality Parks and Recreation Programs and Cultural Services/Maintain the Natural Beauty of the Community; *Healthy and Livable City* and Actively Maintain and Preserve City Assets and Infrastructure; *A Sustainable City*)
- Repaired and resurfaced parking lots at Harveston Community Park, Long Canyon Creek Park, Pauba Ridge Park, Meadows Park, Crown Hill Park and Butterfield Stage Park. (Provide Highly Functional and Sustainable City Facilities and Infrastructure; *Accountable and Responsive City Government*)

## PUBLIC WORKS

### DIVISION/PROGRAM: **PARKS MAINTENANCE**

<b>OBJECTIVES FOR CURRENT FISCAL YEAR</b>
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- Implement the re-design and enhancement of playground equipment and safety surfacing at John Magee Park (playground replacement), Pauba Ridge Park, Crown Hill Park, and Paseo Gallante Park (safety surfacing) (Provide Highly Functional and Sustainable City Facilities and Infrastructure; *Accountable and Responsive City Government*)
- Complete the replacement and installation of playground equipment at Riverton Park. (Provide Highly Functional and Sustainable City Facilities and Infrastructure; *Accountable and Responsive City Government*)
- Repair and resurface various park site parking lots and community trails throughout the City. (Actively Maintain and Preserve City Assets and Infrastructure; *A Sustainable City*)
- Install Musco sports field lighting - Light Emitting Diode (LED) conversion for Paloma Del Sol Sports Park and Temecula Elementary School sports field. (Promote Energy Efficient Operations and Development & Actively Maintain and Preserve City Assets and Infrastructure; *A Sustainable City*)
- Renovate various park site public restroom facilities to include new floor epoxy, anti-graffiti coating, energy efficient lighting upgrades, and repair and replacement of plumbing fixtures and equipment. (Provide Highly Functional and Sustainable City Facilities and Infrastructure, *Accountable and Responsive City Government*)
- Complete the construction of the Ronald Reagan Sports Park Restroom Expansion and Renovation project. (Promote High Quality Parks and Recreation Programs and Cultural Services; *Healthy and Livable City*).
- Repair and resurface various sports courts throughout the City. (Provide Highly Functional and Sustainable City Facilities and Infrastructure, *Accountable and Responsive City Government*)
- Initiate preparation of Urban Forest Master Plan and Citywide tree inventory for use in Asset Management Program. (Actively Maintain and Preserve City Assets and Infrastructure; *A Sustainable City*)

## PUBLIC WORKS

### DIVISION/PROGRAM: *PARKS MAINTENANCE*

#### PERFORMANCE MEASURES FOR CURRENT FISCAL YEAR

Core Value	Five-Year Long Term Goal	Performance Measures	FY 2016-17 Actuals	FY 2017-18 Actuals	FY 2018-19 Target	FY 2019-20 Target
A Sustainable City	Promote Energy Efficient Operations And Development	Number of irrigation system efficiency upgrades	20	2	6	6
		Number of City landscaped areas to be renovated with drought tolerant "California Friendly Landscape"	2	4	10	6
		Number of park sites energy efficiency lighting system conversions	2	6	4	4
Healthy and Livable City	Maintain The Natural Beauty Of The Community	Number of trees trimmed in parks, slopes and medians	3500	3500	3200	3000
Accountable and Responsive City Government	Provide Highly Functional And Sustainable City Facilities And Infrastructure	Number of play structure / safety surfacing replacements	0	5	3	3
		Number of City park rehabilitation and repair projects	5	6	4	5
	Promote Community Involvement	Number of service order requests and responses	856	600	500	750

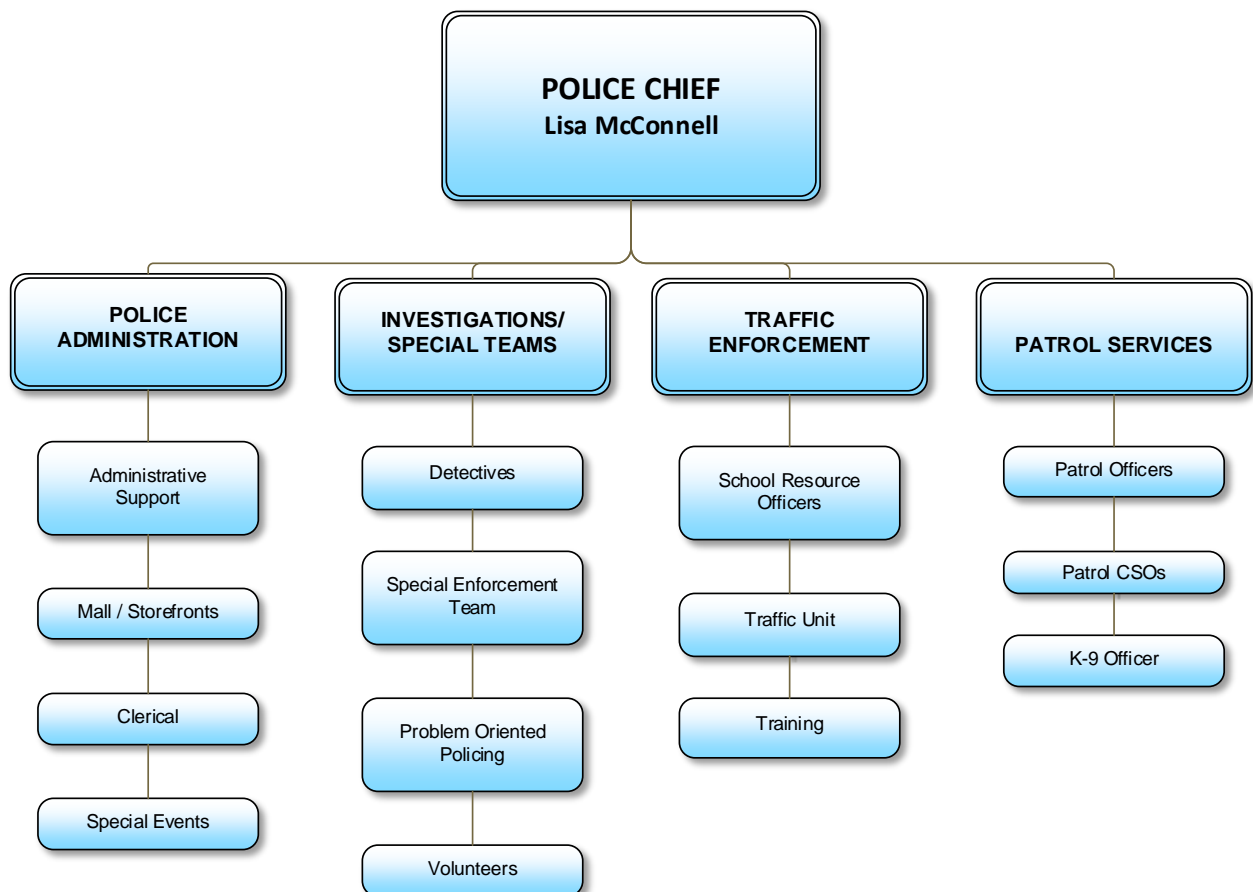
## POLICE

### DIVISION/PROGRAM: *POLICE ADMINISTRATION*

#### MISSION

The Temecula Police Department is tasked with ensuring the safety of our community while maintaining the outstanding quality of life we all enjoy. The City contracts with the Riverside County Sheriff's Department for Police services and maintains 112 sworn officers, 17 non-sworn officers Community Service Officers (CSOs), plus an additional 17 administrative support positions. Temecula has two centrally located storefront police stations, one in Old Town Temecula at the Civic Center, and one in the Promenade Mall.

#### ORGANIZATIONAL CHART



## POLICE

### DIVISION/PROGRAM: *POLICE ADMINISTRATION*

EXPENDITURES BY CATEGORY					
	2017-18 Actuals	2018-19 Current Budget	2019-20 Proposed Budget	Increase/ (Decrease)	% Increase/ (Decrease)
<b>GENERAL FUND 001</b>					
<b>POLICE 170</b>					
SALARIES & BENEFITS	107,178	125,882	130,469	4,587	3.64%
OPERATIONS & MAINTENANCE	30,409,783	32,349,745	34,270,493	1,920,748	5.94%
INTERNAL SERVICE FUND ALLOCATIONS	422,816	385,401	402,474	17,073	4.43%
CAPITAL OUTLAY	121,740	140,366	57,000	(83,366)	-59.39%
Division Total	31,061,517	33,001,394	34,860,436	1,859,042	5.63%

### ANALYSIS/COMMENTS

**Police:** Expenditures are expected to increase 5.63% due to an anticipated contract rate increase of 5%, the purchase of one replacement motorcycle and the purchase of one 4WD utility vehicle.



## POLICE

### DIVISION/PROGRAM: *POLICE ADMINISTRATION*

#### PERSONNEL ALLOCATION

	Adopted 2017-18	Current 2018-19	Proposed 2019-20	Inc/(Decr) from Prior Yr
<b><u>POLICE (City Employees)</u></b>				
Senior Management Analyst	0.38	0.40	0.25	(0.15)
<b>Total</b>	<b>0.38</b>	<b>0.40</b>	<b>0.25</b>	<b>(0.15)</b>
<b><u>POLICE (Contract Employees)</u></b>				
Chief of Police	1.00	1.00	1.00	-
Lieutenant	5.00	5.00	5.00	-
Sergeant	13.00	13.00	13.00	-
Captain	1.00	1.00	1.00	-
Patrol Officers	40.90	41.90	41.90	-
Gang Task Force Officer	1.00	1.00	1.00	-
Mall Officers	4.00	4.00	4.00	-
Traffic Accident Investigators	5.00	5.00	5.00	-
Traffic Motorcycle Officers	12.00	12.00	12.00	-
K9 Officers	2.00	2.00	2.00	-
Special Enforcement Team Officers	5.00	5.00	5.00	-
Problem Oriented Policing Team Officers	8.00	8.00	8.00	-
School Resource Officers	5.00	5.00	5.00	-
Youth Action Team (YAT) Officer	1.00	1.00	1.00	-
Investigators	7.00	7.00	7.00	-
<b>Total Sworn Officers</b>	<b>110.90</b>	<b>111.90</b>	<b>111.90</b>	<b>-</b>
Community Service Officers	19.00	19.00	17.00	(2.00)
Supervising Office Assistant	1.00	1.00	1.00	-
Office Assistant	9.00	9.00	9.00	-
Supervising Accounting Technican	1.00	1.00	1.00	-
Senior Administrative Analyst	1.00	1.00	1.00	-
Accounting Technican	3.00	3.00	3.00	-
Sheriff's Service Officer	2.00	2.00	2.00	-
<b>Total Non-Sworn Personnel</b>	<b>36.00</b>	<b>36.00</b>	<b>34.00</b>	<b>(2.00)</b>
<b>Grand Total</b>	<b>147.28</b>	<b>148.30</b>	<b>146.15</b>	<b>(2.15)</b>

## POLICE

### DIVISION/PROGRAM: *POLICE ADMINISTRATION*

#### SERVICES

- Manage personnel and operations at two storefront locations and the Southwest Station.
- Coordinate with Human Resources to ensure effective deployment of personnel.
- Prepare annual budgets and ensure sufficient funds are allocated for equipment and operations.
- Coordinate station logistics, ensuring tracking of all equipment, property and evidence.
- Oversee law enforcement aspects of City held special events.

#### ACCOMPLISHMENTS FROM PRIOR FISCAL YEAR

- Upgraded the Old Town station front lobby by installing ballistic glass with two-way microphones and a ballistic entry door. (Provide Highly Functional and Sustainable City Facilities and Infrastructure, *Accountable and Responsive City Government*)
- Ensured all officers are fully trained and outfitted with a personal body camera. (Provide Highly Functional and Sustainable City Facilities and Infrastructure, *Accountable and Responsive City Government*)
- Implemented training and ensured the Temecula Police Department is in compliance with AB 953 (Racial and Identity Profiling Act). (Provide Highly Functional and Sustainable City Facilities and Infrastructure, *Accountable and Responsive City Government*)
- Upgraded evidence and property gun storage area to allow for greater storage of handguns and rifles. (Provide Highly Functional and Sustainable City Facilities and Infrastructure, *Accountable and Responsive City Government*)

#### OBJECTIVES FOR CURRENT FISCAL YEAR

- Upgrade the Southwest Station booking area to hold additional detainees and provide for quicker processing. (Provide Highly Functional and Sustainable City Facilities and Infrastructure, *Accountable and Responsive City Government*)
- Recruit and fill all support level staff positions and ensure staffing levels are aligned. (Provide Highly Functional and Sustainable City Facilities and Infrastructure, *Accountable and Responsive City Government*)
- Issue all officers a G-tac patrol pad and add several docking stations for easier report writing. (Provide Highly Functional and Sustainable City Facilities and Infrastructure, *Accountable and Responsive City Government*)
- Ensure that the Temecula Police Department is trained on how to utilize the Citywide Surveillance System. (Provide Highly Functional and Sustainable City Facilities and Infrastructure, *Accountable and Responsive City Government*)
- Relocate the Temecula Police Department Homeless Outreach Team to the Old Town station. (Provide Highly Functional and Sustainable City Facilities and Infrastructure, *Accountable and Responsive City Government*)

## POLICE

### DIVISION/PROGRAM: *POLICE ADMINISTRATION*

#### PERFORMANCE MEASURES FOR CURRENT FISCAL YEAR

Core Value	Five-Year Long Term Goal	Performance Measures	FY 2016-17 Actuals	FY 2017-18 Actuals	FY 2018-19 Target	FY 2019-20 Target
Accountable and Responsive City Government	Promote Community Involvement	Number of fingerprint "Live scans" taken at the mall	2,431	2,350	3,000	3,200
A Safe and Prepared Community	Remain Within The Federal Ranking Of The Top 25 Safest Cities	Number of management team with Advanced Incident Command System training	6	5	5	6



## POLICE

### DIVISION/PROGRAM: *INVESTIGATIONS / SPECIAL TEAMS*

#### SERVICES

- Provide specialized enforcement related to gangs, narcotics, crime trends, vice, and quality of life issues.
- Develop and implement anti-graffiti programs and operations.
- Follow up on investigations initiated through patrol calls for service.
- Supervise and perform compliance enforcement of sex registrants.
- Develop and implement community outreach programs including crime prevention and youth education.
- Prepare and perform business liaison programs and presentations.

#### ACCOMPLISHMENTS FROM PRIOR FISCAL YEAR

- Continued to expand existing Penal Code section 290 program to conduct more registered sex offender compliance checks to maintain a 100% compliance rate. (Maintain A Safe And Family Friendly Environment, *Healthy and Livable City*)
- Broadened communication with neighboring agencies to improve investigative success regarding serial crimes which reach across communities and impact quality of life issues. (Maintain A Safe And Family Friendly Environment, *Healthy and Livable City*)
- The Homeless Outreach Team reduced the number of homeless persons in the City through outreach, education and enforcement. Worked in conjunction with the City's Homeless Liaison and the City Net Team to improve quality of life for our citizens. (Maintain A Safe And Family Friendly Environment, *Healthy and Livable City*)
- Special Teams continued to focus on street level narcotic crimes, as well as assisted investigations and patrol with surveillance and tracking of felony suspects. (Maintain A Safe And Family Friendly Environment, *Healthy and Livable City*)
- The Problem Oriented Policing (POP) Team continued to focus on improving quality of life issues for the citizens of the City of Temecula. (Maintain A Safe And Family Friendly Environment, *Healthy and Livable City*)
- Based on crime data, conducted targeted enforcement of high crime areas to reduce specific crimes. (*Remain Within The Federal Ranking Of The Top 25 Safest Cities, A Safe and Prepared Community*)
- Worked with local retailers and businesses to reduce retail theft through presentations and education. (Maintain A Safe And Family Friendly Environment, *Healthy and Livable City*)
- Increased the number of neighborhood watch programs to assist in reducing crime. (Maintain A Safe And Family Friendly Environment, *Healthy and Livable City*)

## POLICE

### DIVISION/PROGRAM: *INVESTIGATIONS / SPECIAL TEAMS*

OBJECTIVES FOR CURRENT FISCAL YEAR
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- The Special Enforcement Team will continue to conduct specialized enforcement related to gangs, narcotics, crime trends, vice, and quality of life issues. (Maintain a safe and family oriented environment, *Healthy and Livable City*)
- The Special Enforcement Team will continue to focus on illegal marijuana dispensaries operating throughout the City of Temecula. (Maintain a safe and family oriented environment, *Healthy and Livable City*)
- The Problem Oriented Policing (POP) team will seek to develop and implement new anti-graffiti programs and operations. (Continue to aggressively mitigate graffiti and vandalism, *A Safe and Prepared Community*)
- The Investigations Bureau will educate patrol officers to better present cases for follow-up, to improve the timely clearance rate of investigations. (Maintain a safe and family oriented environment, *Healthy and Livable City*)
- The Investigations Bureau will continue to supervise sex registrants to remain at a 100% compliance rate. The Bureau also plans to increase the number of compliance checks through the city. (Maintain a safe and family oriented environment, *Healthy and Livable City*)
- The newly implemented Burglary Suppression Team will actively pursue and identify burglary and robbery suspects and quickly investigate all burglaries and robberies through the City of Temecula. (Maintain a safe and family oriented environment, *Healthy and Livable City*)
- The Burglary Suppression Team will conduct business liaison programs and presentations. (Foster an “educated community” through a wide variety of opportunities, *Healthy and Livable City*)
- The Burglary Suppression Team will Identify and analyze current trends in property crimes in order to conduct directed enforcement in the City of Temecula. (Maintain a safe and family oriented environment, *Healthy and Livable City*)
- The Burglary Suppression Team plans to initiate and implement community outreach programs to increase citizen awareness in preventing property crimes. (Foster an “educated community” through a wide variety of opportunities, *Healthy and Livable City*)
- The Burglary Suppression Team has a goal to decrease residential and commercial burglaries through the City of Temecula. (Maintain a safe and family oriented environment, *Healthy and Livable City*)

## POLICE

### DIVISION/PROGRAM: *INVESTIGATIONS / SPECIAL TEAMS*

#### PERFORMANCE MEASURES FOR CURRENT FISCAL YEAR

Core Value	Five-Year Long Term Goal	Performance Measures	FY 2016-17 Actuals	FY 2017-18 Actuals	FY 2018-19 Target	FY 2019-20 Target
<b>A Safe and Prepared Community</b>	Remain Within The Federal Ranking Of The Top 25 Safest Cities	Number of crime free housing checks	900	930	930	930
<b>Healthy and Livable City</b>	Maintain A Safe And Family Oriented Environment	Number of cases closed by investigations unit	650	685	700	700



## POLICE

### DIVISION/PROGRAM: **TRAFFIC ENFORCEMENT**

#### SERVICES

- Maintain the safe flow of traffic and perform investigations of traffic collisions.
- Ensure the safety of Temecula streets through the enforcement of all traffic laws.
- Work with Traffic Engineering to analyze traffic flow and assist with developing methods to achieve the safe and efficient movement of traffic on Temecula roadways.
- Provide rapid deployment for critical incidents.

#### ACCOMPLISHMENTS FROM PRIOR FISCAL YEAR

- Increased saturation patrols which has resulted in the reduction of the number of accidents and fatal accidents as well as increased the number of citations by 15%. (Minimize the Impact to Life, Property and The Environment from Natural Hazards and Emergency Situations, *A Safe and Prepared Community*)
- Partnered with non-profit agencies such as MADD and PAL as well as TVUSD to provide seven traffic safety presentations. (Encourage Community Participation in Public Safety and Emergency Preparedness, *A Safe and Prepared Community*)
- Continued to provide enforcement and education to meet the goal of reducing overall traffic collisions by 10%. (Utilize Effective Traffic Enforcement, Traffic Monitoring and Planning Processes to Ensure the Safety of Temecula Motorists, *Transportation Mobility and Connectivity*)
- Trained all traffic division staff on the new technology for traffic collision investigations. (Utilize Effective Traffic Enforcement, Traffic Monitoring and Planning Processes to Ensure the Safety of Temecula Motorists, *Transportation Mobility and Connectivity*)

#### OBJECTIVES FOR CURRENT FISCAL YEAR

- Partner with Traffic Engineering to analyze traffic flow and assist with developing methods to achieve the safe and efficient movement of traffic on Temecula roadways by June 2020. (Minimize the Impact to Life, Property and the Environment from Natural Hazards and Emergency Situations, *A Safe and Prepared Community*)
- Continue to partner with non-profit agencies such as MADD and PAL, as well as TVUSD to provide at least eight traffic safety presentations by June 2020. (Encourage Community Participation in Public Safety and Emergency Preparedness, *A Safe and Prepared Community*)
- Continue to provide enforcement and education with the goal of reducing red light violators by 20% by June 2020. (Utilize Effective Traffic Enforcement, Traffic Monitoring and Planning Processes to Ensure the Safety of Temecula Motorists, *Transportation Mobility and Connectivity*)
- Continue to provide enforcement and education with the goal of reducing modified exhaust and street racing related violations by 20% by June 2020. (Utilize Effective Traffic Enforcement, Traffic Monitoring and Planning Processes to Ensure the Safety of Temecula Motorists, *Transportation Mobility and Connectivity*)

## POLICE

### DIVISION/PROGRAM: *TRAFFIC ENFORCEMENT*

#### PERFORMANCE MEASURES FOR CURRENT FISCAL YEAR

Core Value	Five-Year Long Term Goal	Performance Measures	FY 2016-17 Actuals	FY 2017-18 Actuals	FY 2018-19 Target	FY 2019-20 Target
Transportation Mobility and Connectivity	Utilize Effective Traffic Enforcement, Monitoring And Planning Processes To Ensure The Safety Of Temecula Motorists	Number of DUI arrests	225	349	380	400
		Number of traffic collision investigations	994	799	740	700
Healthy and Livable City	Maintain A Safe And Family Oriented Environment	Number of high visibility/ traffic checkpoints	14	8	7	5

## POLICE

### DIVISION/PROGRAM: *PATROL SERVICES*

SERVICES
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- Utilize two K9 Teams to aid in the search of drugs, persons, and buildings.
- Serve as first responders for criminal calls and calls for service.
- Evaluate and report quality of life issues which include graffiti, vandalism, and disturbing the peace.
- Provide high visibility patrol throughout the City and interact with the community.

ACCOMPLISHMENTS FROM PRIOR FISCAL YEAR
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- Worked closely with the Homeless Outreach Team to reduce crime and quality of life issues for citizens of Temecula. (Maintain a safe and family oriented environment, *Healthy and Livable City*)
- Utilized Crime Analyst and new technology to identify areas where our resources were needed to reduce crime and quality of life issues. (Maintain a safe and family oriented environment, *Healthy and Livable City*)
- Greatly increased communication with neighboring departments and entities and have improved communication to identify problem areas to reduce criminal activity. (Maintain a safe and family oriented environment, *Healthy and Livable City*)
- In conjunction with our new social media team, public outreach has expanded to provide better communication with the citizens of Temecula. (Utilize social media to keep the community informed and involved, *A Safe and Prepared Community*)
- Implemented programs, such as Coffee with a COP, to improve communication and create a feeling of security throughout our community. (Foster an “educated community” through a wide variety of opportunities, *Healthy and Livable City*)

## POLICE

### DIVISION/PROGRAM: *PATROL SERVICE*

<b>OBJECTIVES FOR CURRENT FISCAL YEAR</b>
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- Reduce response times through adjusting patrol staff schedules by June 2020. (Maintain a safe and family oriented environment, *A Healthy and Livable City*)
- Increase patrol officers' ability to quickly access crime data and trends through software application(s) (i.e. NC4, CLEAR) by December 2019. . (Maintain a safe and family oriented environment, *A Healthy and Livable City*)
- Provide advanced mental health awareness on homeless persons, to patrol officers, through collaborative briefing training with the Homeless Outreach Team by September 2019. (Maintain a safe and family oriented environment, *A Healthy and Livable City*)
- Increase patrol officers' ability to respond to and counter potential terrorist attacks by June 2020. (Maintain a safe and family oriented environment, *A Healthy and Livable City*)
- Order enough AR Magazines for each patrol staff member and special teams member and send them to necessary patrol rifle courses and advanced training, as necessary. (Maintain a safe and family oriented environment, *A Healthy and Livable City*)
- Send enough staff through the Terrorism Liaison Officer course to have one person on each shift to relay intelligence. (Maintain a safe and family oriented environment, *A Healthy and Livable City*)
- Send patrol staff to advanced courses regarding "mass casualty events" which are free through Homeland Security Grants at the Ben Clark Training Center. These classes include, *Initial Law Enforcement First Response to Suicide Bombing Attacks* and *Medical Preparedness & Response for Bombing Incidents*, and are both excellent courses. (Maintain a safe and family oriented environment, *A Healthy and Livable City*)

## POLICE

### DIVISION/PROGRAM: *PATROL SERVICE*

#### PERFORMANCE MEASURES FOR CURRENT FISCAL YEAR

Core Value	Five-Year Long Term Goal	Performance Measures	FY 2016-17 Actuals	FY 2017-18 Actuals	FY 2018-19 Target	FY 2019-20 Target
A Safe and Prepared Community	Minimize The Impact To Life, Property And The Environment From Natural Hazards And Emergency Situations	Average response time (in minutes) for priority 1 calls from the time it is dispatched to the time officers arrive	5.58	4.81	4.45	4.40
	Remain Within The Federal Ranking Of The Top 25 Safest Cities	Percentage of patrol officers maintaining 24-hour perishable skills training	100%	100%	100%	100%
Healthy and Livable City	Maintain A Safe And Family Oriented Environment	Number of overall calls for Police service	88,917	85,799	85,000	84,000

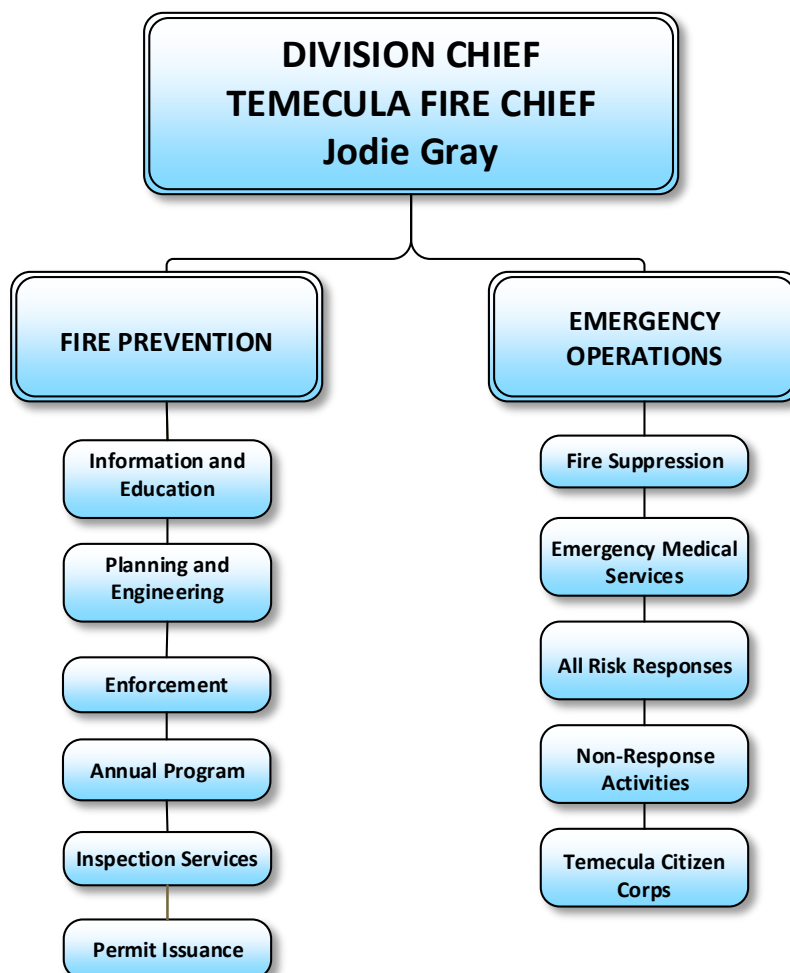


## FIRE

### MISSION

The Temecula Fire Department maintains the highest levels of fire and disaster preparedness, prevention, and community involvement in order to ensure the safety of both our residents and visitors of Temecula. The City of Temecula contracts with the CAL FIRE/Riverside County Fire Department for Fire services. The Temecula Fire Department provides both Emergency Operation and Fire Prevention services. Fire Department Emergency Operations provides comprehensive emergency services utilizing a highly trained work force, progressive technology and modern equipment to provide fire and paramedic services. Fire Prevention involves conducting public information and education programs that emphasize fire and life safety and have a strong focus on fire prevention, determining the origin and cause of all fires, and enforcing all applicable building fire codes, regulations and standards.

### ORGANIZATIONAL CHART



## FIRE

### EXPENDITURES BY CATEGORY

	2017-18 Actuals	2018-19 Current Budget	2019-20 Proposed Budget	Increase/ (Decrease)	% Increase/ (Decrease)
<b>GENERAL FUND 001</b>					
<b>FIRE 171</b>					
SALARIES & BENEFITS	95,790	104,313	107,249	2,936	2.81%
OPERATIONS & MAINTENANCE	6,081,749	7,287,131	7,999,005	711,874	9.77%
INTERNAL SERVICE FUND ALLOCATIONS	119,211	355,130	392,025	36,895	10.39%
CAPITAL OUTLAY	9,343	0	0	0	0.0%
Division Total	<b>6,306,093</b>	<b>7,746,574</b>	<b>8,498,279</b>	<b>751,705</b>	<b>9.7%</b>
<b>FIRE - FIRE PREVENTION</b>					
SALARIES & BENEFITS	345,276	361,946	394,908	32,962	9.11%
OPERATIONS & MAINTENANCE	737,532	1,031,293	1,002,827	(28,466)	-2.76%
INTERNAL SERVICE FUND ALLOCATIONS	127,547	159,793	184,334	24,541	15.36%
Division Total	<b>1,210,355</b>	<b>1,553,032</b>	<b>1,582,069</b>	<b>29,037</b>	<b>1.87%</b>
<b>FIRE - FIRE-PARAMEDICS</b>					
OPERATIONS & MAINTENANCE	80,592	145,248	159,945	14,697	10.12%
Division Total	<b>80,592</b>	<b>145,248</b>	<b>159,945</b>	<b>14,697</b>	<b>10.12%</b>
<b>FIRE - HOMELAND SECURITY/EOC MANAGEMENT</b>					
OPERATIONS & MAINTENANCE	10,643	124,514	20,642	(103,872)	-83.42%
Division Total	<b>10,643</b>	<b>124,514</b>	<b>20,642</b>	<b>(103,872)</b>	<b>-83.42%</b>

### ANALYSIS/COMMENTS

**Fire:** Expenditures are expected to increase due to an increase in the Internal Service Fund allocations which reflect the annual replacement costs associated with the purchase of a new Fire Ladder Truck, six Inspection Vehicles and two Battalion Chief style vehicles. Expenditure increases for Operations and Maintenance are related to contract rate increases estimated by County Fire personnel.

## FIRE

### PERSONNEL ALLOCATION

	Adopted 2017-18	Current 2018-19	Proposed 2019-20	Inc/(Decr) from Prior Yr
<b><u>FIRE (City Employees)</u></b>				
Administrative Assistant	1.00	1.00	1.00	-
Building Inspector II	-	-	-	-
Fire Inspector I	1.00	1.00	1.00	-
Senior Office Specialist	-	-	-	-
Community Development Technician-Fire	-	-	-	-
Community Development Technician I-Fire	1.00	1.00	1.00	-
Community Development Technician II-Fire	1.00	1.00	1.00	-
<b>Total</b>	<b>4.00</b>	<b>4.00</b>	<b>4.00</b>	<b>-</b>
<b><u>FIRE (Contract Employees)</u></b>				
Battalion Chief	1.00	1.00	1.00	-
Fire Captain	14.00	15.00	15.00	-
Fire Captain Medic	1.00	1.00	1.00	-
Fire Engineer	11.00	11.00	11.00	-
Fire Engineer Medic	5.00	6.00	6.00	-
Fire Fighter II	15.00	16.00	16.00	-
Fire Fighter II Medic	14.00	15.00	15.00	-
Fire Safety Supervisor	1.00	1.00	1.00	-
Fire Safety Specialist	2.00	3.00	3.00	-
Fire Systems Inspector	1.00	2.00	2.00	-
<b>Total</b>	<b>65.00</b>	<b>71.00</b>	<b>71.00</b>	
<b>Grand Total</b>	<b>69.00</b>	<b>75.00</b>	<b>75.00</b>	<b>-</b>

## FIRE

### DIVISION/PROGRAM: *EMERGENCY OPERATIONS*

#### SERVICES

- Serve as first responders for all risk emergency calls and public assist calls for service within the City.
- Provide CPR/AED, Health Care Provider, and First Aid certification training.
- Oversee the Temecula Citizen Corps Emergency Response Team Program.

#### ACCOMPLISHMENTS FROM PRIOR FISCAL YEAR

- Maintained five-minute response times to all calls for service. (Minimize the Impact to Life, Property, and the Environment from Natural Hazards and Emergency Situations, *A Safe and Prepared Community*)
- Retained four person, municipal staffing on all City engine and truck companies. (Minimize the Impact to Life, Property, and the Environment from Natural Hazards and Emergency Situations, *A Safe and Prepared Community*)
- Initiated advanced life support patient care within five to six minutes. (Minimize the Impact to Life, Property, and the Environment from Natural Hazards and Emergency Situations, *A Safe and Prepared Community*)
- Continued to grow the Temecula Citizen Corp (TCC) program to ensure our community is safe and prepared in case of an emergency. (Minimize the impact on life through community preparedness and involvement, *A Safe and Prepared Community*)
- Upheld appropriate training levels, fire performance standards and EMS certifications. (Minimize the Impact to Life, Property, and the Environment from Natural Hazards and Emergency Situations, *A Safe and Prepared Community*)
- Continued support to community by attending and hosting special events, providing station personnel an opportunity to interact with the community and allow the community to get to know the men and women of the Temecula Fire Department. (Encourage Community Participation in Public Safety and Emergency Preparedness, *A Safe and Prepared Community*).

## FIRE

### DIVISION/PROGRAM: *EMERGENCY OPERATIONS*

#### OBJECTIVES FOR CURRENT FISCAL YEAR

- Maintain five-minute response times to all calls for service. (Minimize the Impact to Life, Property, and the Environment from Natural Hazards and Emergency Situations, *A Safe and Prepared Community*)
- Retain four person staffing on all City engine and truck companies. (Minimize the Impact to Life, Property, and the Environment from Natural Hazards and Emergency Situations, *A Safe and Prepared Community*)
- Initiate advanced life support patient care within five to six minutes. (Minimize the Impact to Life, Property, and the Environment from Natural Hazards and Emergency Situations, *A Safe and Prepared Community*)
- Renovate the Training Room and Station 84 to create a greater learning experience for the community and the Explorer Post #84. (Encourage Community Participation in Public Safety and Emergency Preparedness, *A Safe and Prepared Community*)
- Continue to increase the AED Program to manage and maintain all public and private facilities to ensure these locations are equipped with the proper devices in case of an emergency. (Minimize the impact on life through community preparedness and involvement, *A Safe and Prepared Community*)
- Increase the amount of classes and training for the community. (Encourage Community Participation in Public Safety and Emergency Preparedness, *A Safe and Prepared Community*)
- Expand on the Safety Educational messages for the community by participating in Public Service Announcements. (Encourage Community Participation in Public Safety and Emergency Preparedness, *A Safe and Prepared Community*)
- Continue to train with City personnel in the Cities Emergency Operations Center (EOC) to be ready for an emergency incident within the City of Temecula. (Minimize the impact on life through community preparedness and involvement, *A Safe and Prepared Community*)
- Work with the City and City's Police department Homeless Outreach Team (HOT) to integrate the Fire department personnel in the program to assist with the homeless outreach within our community. (Encourage Community Participation in Public Safety and Emergency Preparedness, *A Safe and Prepared Community*)
- Continue to work and train with cooperating agencies and to maintain good relationships for response to multi-jurisdictional incidents within the Temecula Valley. (Minimize the impact on life through community preparedness and involvement, *A Safe and Prepared Community*)

## FIRE

### DIVISION/PROGRAM: *EMERGENCY OPERATIONS*

#### PERFORMANCE MEASURES FOR CURRENT FISCAL YEAR

Core Value	Five-Year Long Term Goal	Performance Measures	FY 2016-17 Actuals	FY 2017-18 Actuals	FY 2018-19 Target	FY 2019-20 Target
A Safe and Prepared Community	Minimize The Impact To Life, Property, And The Environment From Natural Hazards And Emergency Situations	Average response time to City emergency incidents	5 min	5 min	5 min	5 min
	Encourage Community Participation In Public Safety And Emergency Preparedness	Number of citizens trained in CPR, First Aid and Healthcare provider CPR	981	816	800	850
		Number of citizens trained in Community Emergency Response Team training (CERT)	137	165	150	175



## FIRE

### DIVISION/PROGRAM: *FIRE PREVENTION*

#### SERVICES

- Perform plan check and inspections of businesses and new construction to ensure fire safety code compliance.
- Educate the public in fire safety and prevention strategies.

#### ACCOMPLISHMENTS FROM PRIOR FISCAL YEAR

- Continued inspections for all State Mandated regulated facilities, governed by the State Fire Marshal, on an annual basis for fire and life safety. (Minimize the Impact to Life, Property and the Environment from Natural Hazards and Emergency Situations, *A Safe and Prepared Community*)
- Continued expanding the Annual Program to ensure the reduction of loss of property and life as well as reduce the amount of false alarm calls. (Minimize the Impact to Life, Property and the Environment from Natural Hazards and Emergency Situations, *A Safe and Prepared Community*)
- Restructured current Fire fee schedule and created an annual inspection fee during the fee study process to ensure the proper collection of revenue from the development community and business owners. (Maintain Overall Sound Fiscal Policies, *Accountable and Responsive City Government*)
- Continued to provide educational opportunities for businesses, multi-tenant apartments, condominiums, hotels, motels and schools. (Minimize the Impact to Life, Property and the Environment from Natural Hazards and Emergency Situations, *A Safe and Prepared Community*)
- Participated in City-wide special events, public safety fairs and attend community events. (Encourage community participation in public safety and emergency preparedness, *A Safe And Prepared Community*)

#### OBJECTIVES FOR CURRENT FISCAL YEAR

- Continue inspections for all State Mandated regulated facilities, governed by the State Fire Marshal, on an annual basis for fire and life safety. (Minimize the Impact to Life, Property and the Environment from Natural Hazards and Emergency Situations, *A Safe and Prepared Community*)
- Continue expanding the Annual Program to ensure the reduction of loss of property and life as well as reduce the amount of false alarm calls. (Minimize the Impact to Life, Property and the Environment from Natural Hazards and Emergency Situations, *A Safe and Prepared Community*)
- Restructure current Fire fee schedule and create an annual inspection fee during the fee study process to ensure the proper collection of revenue from the development community and business owners. (Maintain Overall Sound Fiscal Policies, *Accountable and Responsive City Government*)
- Implement a new false alarm ordinance in cooperation with the Police department to minimize the false alarm calls. (Encourage community participation in public safety and emergency preparedness, *A Safe And Prepared Community*)

## FIRE

### DIVISION/PROGRAM: *FIRE PREVENTION*

#### PERFORMANCE MEASURES FOR CURRENT FISCAL YEAR:

Core Value	Five-Year Long Term Goal	Performance Measures	FY 2016-17 Actuals	FY 2017-18 Actuals	FY 2018-19 Target	FY 2019-20 Target
A Safe and Prepared Community	Minimize The Impact To Life, Property, And The Environment From Natural Hazards And Emergency Situations	Number of Fire Department Plan Reviews Performed	3027	2936	3000	3250
	Minimize The Impact To Life, Property, And The Environment From Natural Hazards And Emergency Situations	Number of Fire Department New Construction & Tenant Improvement Inspections Performed	2953	4569	2900	3500

## NON-DEPARTMENTAL

### MISSION

Non-Departmental is a cost center for general administrative expenditures such as the Retiree Medical Contribution, CalPERS Replacement Benefit and Property Tax Administrative Fees. It also reflects Operating Transfers Out to the Capital Improvement Program and other City funds.

### EXPENDITURES BY CATEGORY

	2017-18 Actuals	2018-19 Current Budget	2019-20 Proposed Budget	Increase/ (Decrease)	% Increase/ (Decrease)
<b>GENERAL FUND 001</b>					
<b>NON-DEPARTMENTAL 199</b>					
<b>OPERATIONS &amp; MAINTENANCE</b>	3,837,737	1,908,661	1,783,013	(125,648)	-6.58%
<b>TRANSFERS</b>	10,212,259	7,163,956	3,273,396	(3,890,560)	-54.31%
<b>Division Total</b>	<b>14,049,996</b>	<b>9,072,617</b>	<b>5,056,409</b>	<b>(4,016,208)</b>	<b>-44.27%</b>

### ANALYSIS/COMMENTS

**Non-Departmental:** Expenditures are declining by 44.27% due to Operating Transfers varying from the prior fiscal year and a true-up of the Retiree Medical Contribution to reflect the OPEB Actuarial Report.



## TEMECULA COMMUNITY SERVICES DISTRICT OVERVIEW

The Temecula Community Services District (TCSD) was established as an assessment district to provide a comprehensive neighborhood and community park system, as well as a complement of recreational and cultural programs, community and human services and special events, and activities aimed at enhancing the high quality of life of our youth, teens, adults, seniors, and special needs population.

The District also provides street lighting, median and slope maintenance, refuse hauling and a recycling program, emergency dirt road maintenance, and library services.

	<b><u>Fund/Dept. Number</u></b>
<b>CITYWIDE EVENTS.....</b>	<b>190</b>

**Program: Citywide Events**

- Old Town
- Signature
- Community
- Cultural Art

**Program: Athletics**

- Youth Sports
- Adult Sports
- Aquatics
- Tournaments/Field Rentals
- Park Rangers

**Program: Community Services**

- Recreation Programming
- Contract Classes
- Library Services
- Park Development
- Sister City

**Program: Community Theater**

- Performances

**Program: Museums**

- Children's Museum
- History Museum

**Program: Human Services**

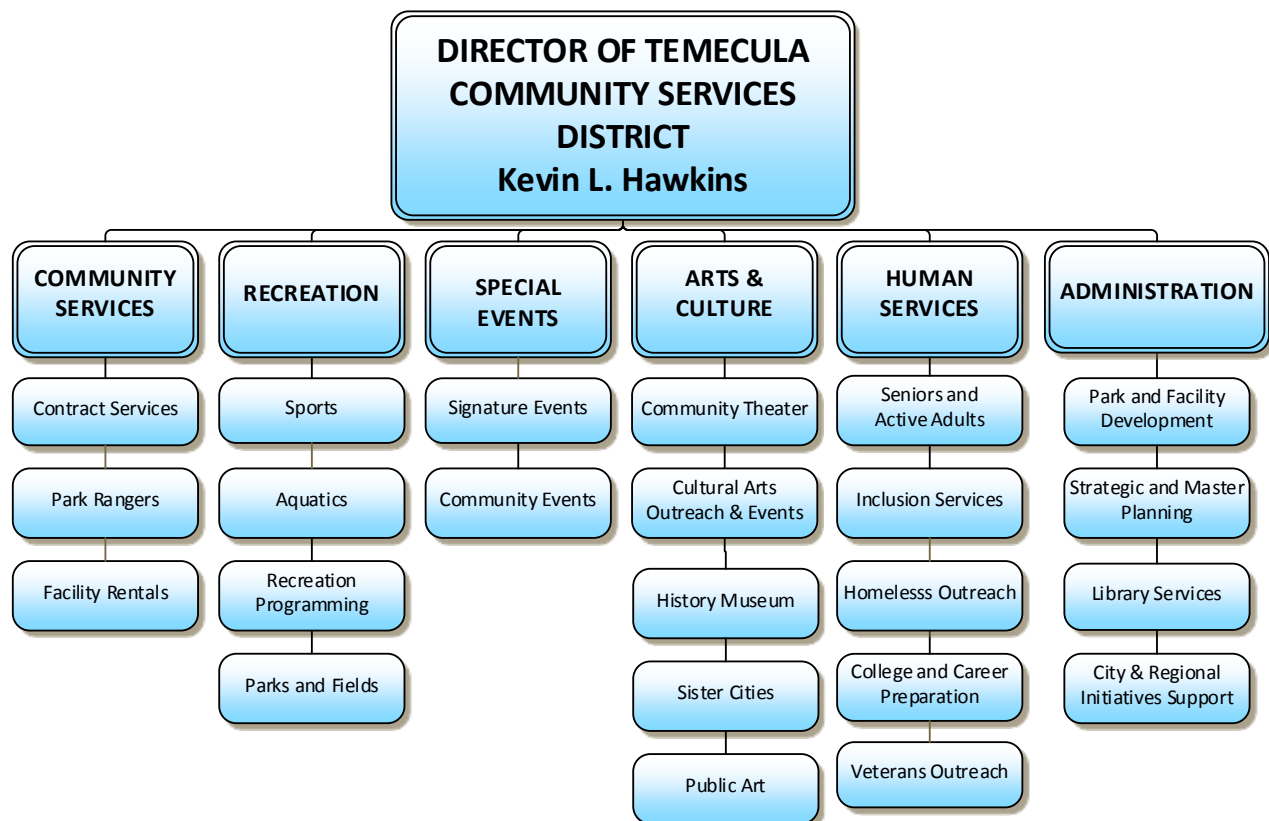
- Teens
- Special Needs
- Seniors and Active Adults
- Responsible Compassion

## TEMECULA COMMUNITY SERVICES DISTRICT

### MISSION

Provide programs that educate, entertain, and enrich the community. Host exceptional special events that foster a sense of community and pride for our residents, and raise the City's profile as a tourism destination. Arrange for services and programs to support at-risk populations, including seniors, veterans, teens, and those with special needs.

### ORGANIZATIONAL CHART



## TEMECULA COMMUNITY SERVICES DISTRICT

### EXPENDITURES BY CATEGORY

	2017-18 Actuals	2018-19 Current Budget	2019-20 Proposed Budget	Increase/ (Decrease)	% Increase/ (Decrease)
<b>TEMECULA COMMUNITY SERVICES DISTRICT FUND 190</b>					
<b>CITYWIDE OPERATIONS</b>					
SALARIES & BENEFITS	5,455,752	6,356,501	6,727,690	371,189	5.84%
OPERATIONS & MAINTENANCE	3,282,181	3,705,702	3,799,001	93,299	2.52%
CAPITAL OUTLAY	8,494	0	34,000	34,000	100.0%
INTERNAL SERVICE ALLOCATION	1,288,364	1,434,779	1,752,967	318,188	22.18%
Division Total	<b>10,034,791</b>	<b>11,496,982</b>	<b>12,313,658</b>	<b>816,676</b>	<b>7.1%</b>
<b>TCSD SERVICE LEVEL "B" STREET LIGHTS FUND 192</b>					
<b>OPERATIONS 180</b>					
SALARIES & BENEFITS	17,329	21,451	22,103	652	3.04%
OPERATIONS & MAINTENANCE	894,437	767,750	767,750	0	0.0%
Division Total	<b>911,766</b>	<b>789,201</b>	<b>789,853</b>	<b>652</b>	<b>0.08%</b>
<b>SERVICE LEVEL "C"</b>					
<b>OPERATIONS 180</b>					
SALARIES & BENEFITS	88,801	67,424	62,453	(4,971)	-7.37%
OPERATIONS & MAINTENANCE	1,317,593	1,485,720	1,760,612	274,892	18.5%
Division Total	<b>1,406,394</b>	<b>1,553,144</b>	<b>1,823,065</b>	<b>269,921</b>	<b>17.38%</b>
<b>TCSD SERVICE LEVEL "D" REFUSE/RECYCLING FUND 194</b>					
<b>OPERATIONS 180</b>					
SALARIES & BENEFITS	112,552	70,247	71,892	1,645	2.34%
OPERATIONS & MAINTENANCE	7,730,711	7,958,913	8,479,464	520,551	6.54%
Division Total	<b>7,843,263</b>	<b>8,029,160</b>	<b>8,551,356</b>	<b>522,196</b>	<b>6.5%</b>
<b>OPERATIONS - DEPARTMENT OF CONSERVATION GRANT</b>					
OPERATIONS & MAINTENANCE	0	49,731	23,000	(26,731)	-53.75%
Division Total	<b>0</b>	<b>49,731</b>	<b>23,000</b>	<b>(26,731)</b>	<b>-53.75%</b>
<b>TCSD SERVICE LEVEL "R" STREET/ROAD MAINT FUND 195</b>					
<b>OPERATIONS 180</b>					
OPERATIONS & MAINTENANCE	2,847	29,663	5,532	(24,131)	-81.35%
Division Total	<b>2,847</b>	<b>29,663</b>	<b>5,532</b>	<b>(24,131)</b>	<b>-81.35%</b>

## TEMECULA COMMUNITY SERVICES DISTRICT

### EXPENDITURES BY CATEGORY (continued)

	2017-18 Actuals	2018-19 Current Budget	2019-20 Proposed Budget	Increase/ (Decrease)	% Increase/ (Decrease)
<b>TCSD SERVICE LEVEL "L" LAKE PARK MAINT. FUND 196</b>					
<b>OPERATIONS 180</b>					
SALARIES & BENEFITS	18,921	17,706	26,101	8,395	47.42%
OPERATIONS & MAINTENANCE	212,872	229,570	232,931	3,361	1.46%
Division Total	<b>231,793</b>	<b>247,276</b>	<b>259,032</b>	<b>11,756</b>	<b>4.75%</b>

### TEMECULA LIBRARY FUND 197

#### OPERATIONS 180

OPERATIONS & MAINTENANCE	236,288	257,177	257,177	0	0.0%
INTERNAL SERVICE FUND ALLOCATIONS	245,224	372,739	403,342	30,603	8.21%
CAPITAL OUTLAY	0	12,000	6,075	(5,925)	-49.38%
Division Total	<b>481,512</b>	<b>641,916</b>	<b>666,594</b>	<b>24,678</b>	<b>3.84%</b>

#### OPERATIONS - MAINTENANCE

SALARIES & BENEFITS	82,408	88,004	114,116	26,112	29.67%
OPERATIONS & MAINTENANCE	219,395	264,220	261,567	(2,653)	-1.0%
Division Total	<b>301,803</b>	<b>352,224</b>	<b>375,683</b>	<b>23,459</b>	<b>6.66%</b>

### PUBLIC ART FUND 198

#### NON-DEPARTMENTAL 199

OPERATIONS & MAINTENANCE	0	4,026	0	(4,026)	-100.0%
TRANSFERS	82,200	0	0	0	0.0%
Division Total	<b>82,200</b>	<b>4,026</b>	<b>0</b>	<b>(4,026)</b>	<b>-100.0%</b>

## TEMECULA COMMUNITY SERVICES DISTRICT

### ANALYSIS/COMMENTS

**Citywide Operations:** Expenditures are expected to increase by 7.1% due to a cost of living adjustment (COLA) of 3% which will be provided to all eligible employees, according to labor agreements, on July 1, 2019; the addition of one Full Time Equivalent position of Park Ranger I and one Full Time Equivalent position of Management Aide I; the reclassification of three employees in accordance with labor agreements; an increase in the Internal Service Fund Allocations for Insurance and Information Technology and several Capital Outlay items.

**Service Level B:** Expenditures are expected to remain relatively flat with a slight increase of .08%.

**Service Level C:** Expenditures are expected to increase by 17.38% due to higher utility costs and contracted landscape maintenance costs. Some of the increase is offset by a reallocation of personnel costs.

**Service Level D:** Expenditures are projected to increase by 6.5% due to higher waste hauling costs as a result of the franchise agreement with CR&R, which includes annual inflators using the Consumer Price Index and land-fill tipping fees to determine the increase/decrease in the annual assessment rate. In addition, CR&R is proposing an “extraordinary” charge to mitigate the economic impact of the constrained recycling market.

**Service Level R:** Expenditures are expected to decrease by 81.35% due to an appropriation for emergency repairs to Leifer Rd. in the prior fiscal year, as a result of heavy storm activity in February 2019.

**Service Level L:** Expenditures are expected to increase by 4.75% due to a reallocation of personnel costs.

**Library:** Expenditures are expected to increase by 5.25% due to a reallocation of personnel costs and an increase in the Internal Service Fund Allocations.

**Public Art:** There are no expenditures projected for this fund in the current fiscal year.

## TEMECULA COMMUNITY SERVICES DISTRICT

### PERSONNEL ALLOCATION

	Adopted 2017-18	Current 2018-19	Proposed 2019-20	Inc/(Decr) from Prior Yr
<b>PARKS AND RECREATION</b>				
Aquatics Coordinator	1.00	1.00	-	(1.00)
Aquatics Supervisor II	-	-	1.00	1.00
Community Services Assistant	1.00	1.00	1.00	-
Community Services Coordinator I	2.00	1.00	1.00	-
Community Services Manager	5.00	8.00	8.00	-
Community Services Superintendent	1.00	2.00	2.00	-
Community Services Supervisor I	2.00	2.00	2.00	-
Community Services Supervisor II	2.00	1.00	1.00	-
Custodian I	1.30	0.65	0.60	(0.05)
Custodian II	-	0.65	0.60	(0.05)
Director of Community Services	1.00	1.00	1.00	-
Field Supervisor-Facilities	-	-	0.50	0.50
Lead Maintenance Worker-Street/Parks	-	0.08	0.04	(0.04)
Lead Maintenance Worker-Facilities	1.00	1.05	0.95	(0.10)
Maintenance Manager	-	0.02	0.02	-
Maintenance Supervisor	0.35	0.35	0.35	-
Maintenance Worker I-Facilities	0.75	1.35	1.50	0.15
Maintenance Worker I-Streets/Parks	-	0.12	0.08	(0.04)
Maintenance Worker II-Facilities	0.60	0.60	-	(0.60)
Management Aide I	1.00	1.00	2.00	1.00
Management Aide II	4.00	4.00	4.00	-
Management Aide III	2.00	2.00	2.00	-
Management Analyst	1.00	-	-	-
Office Specialist II	1.00	1.00	1.00	-
Park Ranger I	1.00	1.00	2.00	1.00
Park Ranger II	2.00	2.00	1.00	(1.00)
Senior Administrative Assistant	1.00	1.00	1.00	-
Senior Code Enforcement Officer	-	0.05	0.05	-
Senior Management Analyst	1.00	-	1.00	1.00
Senior Recreation Leader	1.00	1.00	1.00	-
Theater Technical Assistant	1.00	1.00	1.00	-
Theater Technical Coordinator II	1.00	1.00	1.00	-
<b>Total</b>	<b>36.00</b>	<b>36.92</b>	<b>38.69</b>	<b>1.77</b>

\* One Office Specialist and one Community Services Manager position are currently unfunded. The positions are associated with the Margarita Recreation Center and will remain unfunded until the facility has been rehabilitated and is open for operation.

## TEMECULA COMMUNITY SERVICES DISTRICT

### PERSONNEL ALLOCATION (Continued)

	Adopted 2017-18	Current 2018-19	Proposed 2019-20	Inc/(Decr) from Prior Yr
<b><u>SERVICE LEVEL B</u></b>				
Senior Office Specialist	0.20	0.25	0.25	-
<b>Total</b>	<b>0.20</b>	<b>0.25</b>	<b>0.25</b>	<b>-</b>
<b><u>SERVICE LEVEL C</u></b>				
Landscape Inspector II	-	-	0.18	0.18
Parks/Landscape Maintenance Supervisor	0.23	0.15	-	(0.15)
Senior Landscape Inspector	0.33	0.33	0.33	-
<b>Total</b>	<b>0.56</b>	<b>0.48</b>	<b>0.51</b>	<b>0.03</b>
<b><u>SERVICE LEVEL L</u></b>				
Landscape Inspector II	-	-	0.07	0.07
Park/Landscape Maintenance Supervisor	0.05	0.05	0.05	-
Senior Landscape Inspector	0.07	0.07	0.07	-
<b>Total</b>	<b>0.12</b>	<b>0.12</b>	<b>0.19</b>	<b>0.07</b>
<b><u>LIBRARY</u></b>				
Custodian	0.20	-	-	-
Custodian I	-	0.10	0.15	0.05
Custodian II	-	0.10	0.15	0.05
Field Supervisor	-	-	0.10	0.10
Lead Maintenance Worker	-	0.15	0.25	0.10
Maintenance Superintendent	0.10	-	-	-
Maintenance Supervisor	-	0.10	0.10	-
Maintenance Worker I	0.25	0.35	0.35	-
Maintenance Worker II-Facilities	0.10	0.10	-	(0.10)
<b>Total</b>	<b>0.65</b>	<b>0.90</b>	<b>1.10</b>	<b>0.20</b>
<b>Grand Total</b>	<b>37.53</b>	<b>38.67</b>	<b>40.74</b>	<b>2.07</b>

\* One Office Specialist and one Community Services Manager position are currently unfunded. The positions are associated with the Margarita Recreation Center and will remain unfunded until the facility has been rehabilitated and is open for operation.

## TEMECULA COMMUNITY SERVICES DISTRICT

### DIVISION/PROGRAM: *COMMUNITY SERVICES*

#### SERVICES

- Plan, program and implement a wide variety of leisure services and contract classes for residents of all ages and abilities.
- Participate in the Capital Improvement Program with projects that include developing new and/or improving existing parks and recreational facilities.
- Reserve and program numerous facilities, including the Community Recreation Center, Temecula Community Center, Temecula Skate Park, Margarita Recreation Center, Patricia H. Birdsell Sports Park, Jefferson Recreation Center, Temecula Public Library and Citywide park shelters.
- Create multi-media Community Outreach collateral to increase public awareness of Community Services programs, facilities, and events.
- Provide Park Rangers/Monitors to act as ambassadors to the public.

#### ACCOMPLISHMENTS FROM PRIOR FISCAL YEAR

- Expanded use of new recreation software to include social media, marketing, event registration, fishing permits, and reporting modules. (Promote High Quality Parks And Recreation Programs And Cultural Services, *Healthy and Livable City*; Provide transparency to the public for all government transactions, *Accountable and Responsive City Government*)
- Increased size of bi-annual Guide to Leisure Activities brochure to better promote events, programs, classes and services offered by the Community Services Department. (Promote High Quality Parks And Recreation Programs And Cultural Services, *Healthy and Livable City*)
- Developed multi-media community outreach strategy to increase reach into the community. (Promote High Quality Parks And Recreation Programs And Cultural Services, *Healthy and Livable City*)



## TEMECULA COMMUNITY SERVICES DISTRICT

### DIVISION/PROGRAM: *COMMUNITY SERVICES*

#### OBJECTIVES FOR CURRENT FISCAL YEAR

- Continue multiple outreach events to provide resources to local at-risk populations. (Promote High Quality Parks And Recreation Programs And Cultural Services, *Healthy and Livable City*)
- Continue collaboration with local non-profits, faith-based community, school district and Sheriff's. (Promote High Quality Parks And Recreation Programs And Cultural Services, *Healthy and Livable City*)
- Continue to increase use of features of new recreation software to better streamline processes for department staff to increase efficiency and customer satisfaction. (Promote High Quality Parks And Recreation Programs And Cultural Services, *Healthy and Livable City*)
- Continue to review current contract class and recreation offerings and expand programming options for all ages. (Promote High Quality Parks And Recreation Programs And Cultural Services, *Healthy and Livable City*)
- Provide new city vehicles to Park Rangers to ensure responsiveness and reliability. (A safe and Prepared Community, *Accountable and Responsive City Government*)
- Provide training opportunities for Park Rangers to improve quality service delivery for all park visitors. (A safe and Prepared Community, *Accountable and Responsive City Government*)

#### PERFORMANCE MEASURES FOR CURRENT FISCAL YEAR

Core Value	Five-Year Long Term Goal	Performance Measures	FY 2016-17 Actuals	FY 2017-18 Actuals	FY 2018-19 Target	FY 2019-20 Target
Healthy and Livable City	Promote High Quality Parks And Recreation Programs And Cultural Services	Develop and Deploy a citizen satisfaction survey instrument	n/a	50	50	50
		Maintain Facility rentals ≥85% of availability	n/a	85%	85%	85%
	Foster An "Educated Community" Through A Wide Variety Of Opportunities	Maintain 75% participation rate in Contract Classes	n/a	n/a	75%	75%

## TEMECULA COMMUNITY SERVICES DISTRICT

### DIVISION/PROGRAM: *RECREATION*

#### SERVICES

- Provide a variety of recreational and competitive sporting opportunities City-wide.
- Provide an all-inclusive year-round aquatics program.
- Program, reserve and maintain the sports fields, pools and courts for recreation and competitive leagues and tournaments.

#### ACCOMPLISHMENTS FROM PRIOR FISCAL YEAR

- Renovated teen room and programming to increase participation. (Promote High Quality Parks and Recreation Programs And Cultural Services, *Healthy and Livable City*)
- Continued to ensure Aquatics staff is adequately trained per all applicable codes. (Promote High Quality Parks and Recreation Programs and Cultural Services, *Healthy and Livable City*)
- Collaborated with Public Works to support renovation of CRC facility. (Promote High Quality Parks and Recreation Programs and Cultural Services, *Healthy and Livable City*)

#### OBJECTIVES FOR CURRENT FISCAL YEAR

- Increase Pickle ball opportunities with the creation of additional courts through CRC gym renovation. (Promote High Quality Parks and Recreation Programs And Cultural Services, *Healthy and Livable City*)
- Continue to ensure Aquatics staff is adequately trained per all applicable codes. (Promote High Quality Parks and Recreation Programs and Cultural Services, *Healthy and Livable City*)
- Collaborate with other municipalities to better serve our sports programs. (Promote High Quality Parks and Recreation Programs And Cultural Services, *Healthy and Livable City*)
- Collaborate with Public Works to support design phase of Roripaugh Sports Park. (Promote High Quality Parks and Recreation Programs and Cultural Services, *Healthy and Livable City*)

## TEMECULA COMMUNITY SERVICES DISTRICT

### DIVISION/PROGRAM: *RECREATION*

#### PERFORMANCE MEASURES FOR CURRENT FISCAL YEAR

Core Value	Five-Year Long Term Goal	Performance Measures	FY 2016-17 Actuals	FY 2017-18 Actuals	FY 2018-19 Target	FY 2019-20 Target
A Safe and Prepared Community	Encourage Community Participation In Public Safety And Emergency Preparedness	Number of special needs participants provided with swim lessons and water safety programs.	90	90	90	90
Healthy and Livable City	Promote High Quality Parks And Recreation Programs And Cultural Services	Monthly attendance of Teen Gym at the CRC.	250	250	250	250
		Maintain field allocation at ≥ 90% of availability.	n/a	90%	90%	90%

## TEMECULA COMMUNITY SERVICES DISTRICT

### DIVISION/PROGRAM: *CITYWIDE EVENTS*

#### SERVICES

- Organize signature City events such as the Easter Egg Hunts, Fourth of July celebration, Santa's Electric Light Parade, Rod Run, and Winterfest Events in Old Town with the seasonal Ice Rink.
- Provide free family activities during the summer including movies in the park, and concert series.
- Implement regional events, including Street Painting Festival, and New Year's Eve Grape Drop.
- Provide co-sponsorship of funds or in-kind services to special events.

#### ACCOMPLISHMENTS FOR PRIOR FISCAL YEAR

- Continued to secure corporate sponsorship opportunities for signature, City-wide special events. (Diversify The City's Revenue Base To Ensure Stability In Any Economic Climate, *Accountable and Responsive City Government*)
- Organized event recognizing public safety personnel for contributions to the community. (Promote High Quality Parks and Recreation Programs, *Healthy and Livable City*)
- Integrated symphony and other performing arts events into the Special Events Division, thereby promoting organizational efficiency and better service to the community. (Promote High Quality Parks and Recreation Programs, *Healthy and Livable City*)

#### OBJECTIVES FOR CURRENT FISCAL YEAR

- Successfully move Signature Temecula Rod Run to May. (Promote High Quality Parks and Recreation Programs, *Healthy and Livable City*)
- Promote safety at signature events throughout Old Town Temecula by providing pedestrian fencing. (Promote High Quality Parks and Recreation Programs, *Healthy and Livable City*)
- Promote a healthy lifestyle by working with Community Development on future bike events. (Promote High Quality Parks and Recreation Programs, *Healthy and Livable City*)

## TEMECULA COMMUNITY SERVICES DISTRICT

### DIVISION/PROGRAM: *CITYWIDE EVENTS*

#### PERFORMANCE MEASURES FOR CURRENT FISCAL YEAR

Core Value	Five-Year Long Term Goal	Performance Measures	FY 2016-17 Actuals	FY 2017-18 Actuals	FY 2018-19 Target	FY 2019-20 Target
<b>A Safe and Prepared Community</b>	Utilize Social Media To Keep The Community Informed And Involved	Number of Facebook Contests to promote City activities and to obtain more community participation	8	10	10	10
<b>Healthy and Livable City</b>	Provide Signature Special Events And Cultural Opportunities	New special events and/or cultural events	3	4	6	6



## TEMECULA COMMUNITY SERVICES DISTRICT

### DIVISION/PROGRAM: *ARTS AND CULTURE*

#### SERVICES

- Enrich, educate, and entertain our community by providing cultural experiences through the fine and performing arts.
- Continue to strive for excellence by bringing in professional artists and continuing the traditional and unique programming through “Temecula Presents”.
- Partner with local schools and studios to offer enhanced artistic and cultural experiences to youth.
- Serve as a significant cultural asset to the local and regional community.
- Enrich, educate, and entertain the community by providing experiences in historical preservation and children’s science-based learning experiences.
- Supplement public education through use of traveling exhibits, historical walking tours, museum tours, and history writing contests.

#### ACCOMPLISHMENTS FROM PRIOR FISCAL YEAR

- Developed children’s coloring book history of Great Oak Tree in conjunction with The Pechanga Band of Luiseño Indians. (Foster an “educated community” through a wide variety of opportunities, *Healthy and Livable City*)
- Expanded oral history project to include local Veterans of World War II, and Temecula Pioneers. (Foster an “educated community” through a wide variety of opportunities, *Healthy and Livable City*)
- Programed, marketed, and produced the 14th season of Temecula Presents Season and Theater 2018-2019 Season Brochure. (Continue to promote the Temecula Valley as a destination, *Economic Prosperity*)
- Upgraded PA system for main audience chamber of Temecula Theater to avoid costly repairs and emergency maintenance. (Promote High Quality Parks And Recreation Programs And Cultural Services, *Healthy and Livable City*)

#### OBJECTIVES FOR CURRENT FISCAL YEAR

- Support the local arts community by expanding *Art Off The Walls* into Theater Courtyard. (Focus on Temecula as a destination for arts and culture for both visitors and residents, with events that stimulate growth and creativity, *Healthy and Livable City*)
- Create and exhibit on the development of Old Town as specified in the Kaiser/Marston Market Assessment. (Foster an “educated community” through a wide variety of opportunities, *Healthy and Livable City*)
- Enhance the Temecula Sister City program to include local students in current student exchanges to foster an appreciation of cultural differences and similarities between Temecula and our sister city in Daisen, Japan (Foster an “educated community” through a wide variety of opportunities, *Healthy and Livable City*)
- Program, market, and produce the 15<sup>th</sup> Season of *Temecula Presents* and Theater 2019-2020 Season Brochure. (Continue to promote the Temecula Valley as a destination, *Economic Prosperity*)

## TEMECULA COMMUNITY SERVICES DISTRICT

### DIVISION/PROGRAM: *ARTS AND CULTURE*

#### OBJECTIVES FOR CURRENT FISCAL YEAR (continued)

- Expand social media presence, views, and reach of *Around & About Temecula* web series and provide Public Service Announcements for community outreach. (Foster an “educated community” through a wide variety of opportunities, *Healthy and Livable City*)
- Develop Sponsorship Web Page and create custom sponsorship opportunities to support Community Services. (Promote High Quality Parks And Recreation Programs and Cultural Services, *Healthy and Livable City*)

#### PERFORMANCE MEASURES FOR CURRENT FISCAL YEAR

Core Value	Five-Year Long Term Goal	Performance Measures	FY 2016-17 Actuals	FY 2017-18 Actuals	FY 2018-19 Target	FY 2019-20 Target
Economic Prosperity	Continue To Promote The Temecula Valley As A Destination	Partnerships with local vendors to enhance patron theater experiences in Old Town with pre- and post-performance audience engagement techniques	21	24	24	24
A Safe and Prepared Community	Utilize Social Media To Keep The Community Informed And Involved	Number of posts	10,647	13,841	15,000	15,000
Accountable and Responsive City Government	Promote Community Involvement	Number of active volunteers at the Temecula Valley Museum	100	100	100	100
		Number of active volunteers at Pennypickle’s Workshop	20	20	n/a	n/a

## TEMECULA COMMUNITY SERVICES DISTRICT

### DIVISION/PROGRAM: *HUMAN SERVICES*

#### SERVICES

- Focus on the enrichment, education, employment, and resources for youth, young adults, special needs persons, and seniors.
- Establish opportunities that better engage youth in student based advisory boards which promote community and civic involvement.
- Provide leadership development and training for youth and young adults.
- Offer health and wellness education and social programs for seniors.
- Provide resources, education and programs for all human services issues including families with special needs persons and seniors.
- Build new and expand current partnerships that improve the overall quality and coordination of services and programs.
- Provide training among City staff and local key constituencies that serve persons with special needs.
- Coordinate Homeless Outreach efforts with staff, community partners, businesses, and public safety in support of the City's Responsible Compassion initiative.
- Provide outreach to the City's military community.

#### ACCOMPLISHMENTS FROM PRIOR FISCAL YEAR

- Expanded workforce development programs. (Continued to pursue high quality employment opportunities for Temecula residents, *Economic Prosperity*; Foster an "educated community" through a wide variety of opportunities, *Healthy and Livable City*)
- Provided increased training opportunities for staff to improve quality of service delivery for teens with special needs and older adults. (Promote high quality parks and recreation programs and cultural services, *Healthy and Livable City*)
- Developed intergenerational technology assistance programs linking youth and seniors. (Foster an "educated community" through a wide variety of opportunities, *Healthy and Livable City*)

## TEMECULA COMMUNITY SERVICES DISTRICT

### DIVISION/PROGRAM: *HUMAN SERVICES*

#### OBJECTIVES FOR CURRENT FISCAL YEAR

- Expand Inclusive events to include Light It Up Yellow for Down Syndrome Awareness Day. (Promote high quality parks and recreation programs and cultural services, *Healthy and Livable City*)
- Expand upon Youth Advisory Council to integrate Inclusive programming (Peer Buddy Program, Senior HOME program, Intergenerational College Excursion and Intergenerational Tech Program). (Promote high quality parks and recreation programs and cultural services, *Healthy and Livable City*)
- Submit award nomination for the Intergenerational Tech Program to California Parks & Recreation Society Awards program. (Promote high quality parks and recreation programs and cultural services, *Healthy and Livable City*)
- Expand workforce development programs through new partnerships to help identify job placement, internship and externship opportunities. (Foster an “educated community” through a wide variety of opportunities, *Healthy and Livable City*)

#### PERFORMANCE MEASURES FOR CURRENT FISCAL YEAR

Core Value	Five-Year Long Term Goal	Performance Measures	FY 2016-17 Actuals	FY 2017-18 Actuals	FY 2018-19 Target	FY 2019-20 Target
Healthy and Livable City	Foster an “Educated Community” through a wide variety of opportunities	Human Services workshops for parents and youth	18	20	20	20
		Resource opportunities	18	20	20	20

## TEMECULA COMMUNITY SERVICES DISTRICT

### DIVISION/PROGRAM: *ADMINISTRATION*

#### SERVICES

- Support City strategic initiatives that enhance community partnerships, optimize utilization of resources, and advance the mission of the organization.
- Participate in the Capital Improvement Program with projects that include developing new and/or improving existing parks and recreational facilities.
- Provide library services including collections that include books, periodicals, DVDs, CDs and resource data bases geared for adults, teens, and children; provide resources such as homework center and tutoring via a partnership between the Temecula Valley Unified School District, and Law Library Services via a partnership with the Riverside County Law Library.

#### ACCOMPLISHMENTS FROM PRIOR FISCAL YEAR

- Continued to collaborate with Public Works to renovate additional parks as budget permitted. (Promote High Quality Parks And Recreation Programs And Cultural Services, *Healthy and Livable City*)
- Supported Public Works/CIP Division in projects that improved existing facilities. (Promote High Quality Parks And Recreation Programs And Cultural Services, *Healthy and Livable City*)
- Promoted childhood literacy through summer reading program and other Library initiatives. (Foster an “educated community” through a wide variety of opportunities, *Healthy and Livable City*)

#### OBJECTIVES FOR CURRENT FISCAL YEAR

- Complete Community Services Master Plan to identify facility, programming, staffing, and maintenance needs over the next 20 years. (Promote High Quality Parks And Recreation Programs And Cultural Services, *Healthy and Livable City*)
- Continue to promote childhood literacy through summer reading program and other Library initiatives. (Foster an “educated community” through a wide variety of opportunities, *Healthy and Livable City*)
- Support the Human Resources and Finance departments in the development and rollout of new software and Workforce Strategic Plan. (Foster an Organizational Structure that Aligns Resources with Demands, *Accountable and Responsive City Government*)

## TEMECULA COMMUNITY SERVICES DISTRICT

### DIVISION/PROGRAM: *ADMINISTRATION*

#### PERFORMANCE MEASURES FOR CURRENT FISCAL YEAR

Core Value	Five-Year Long Term Goal	Performance Measures	FY 2016-17 Actuals	FY 2017-18 Actuals	FY 2018-19 Target	FY 2019-20 Target
Healthy and Livable City	Foster An "Educated Community" Through A Wide Variety Of Opportunities	Collaborate with Riverside County Law Library to offer law related classes to the public	6	6	6	6
		Computer classes provided in the technology homework center at the Temecula Public Library	50	50	50	50
	Promote High Quality Parks And Recreation Programs And Cultural Services	Complete Departmental initiatives or analyses	4	5	6	6
	Accountable and Responsive City Government	Support City Manager's Office in Special Projects	3	4	4	4



## INTERNAL SERVICE FUNDS OVERVIEW

The following section includes an expense summary of each of the Internal Services Funds. In addition, the Information Technology and Support Services Department includes the short term objectives staff has developed for the upcoming fiscal year which have been used to develop their operating budget. These objectives are linked to the Citywide long term goals presented in the Introduction section of the budget. The long term goals are then linked to the Core Values as identified in the City's Quality of Life Master Plan. Their objectives are measurable and include performance measures which demonstrate the progress made in the recent fiscal years toward their objectives. The Internal services have been categorized and organized by fund number:

	<u>Fund/ Dept. Number</u>
Insurance.....	300
Workers' Compensation .....	305
Vehicles and Equipment .....	310
Information Technology and Support Services.....	320/330
Technology Replacement .....	325
Support Services Replacement .....	335
Facilities .....	340
Facility Replacement.....	350

## INTERNAL SERVICE FUNDS

### INSURANCE

#### EXPENDITURES BY CATEGORY

	2017-18 Actuals	2018-19 Current Budget	2019-20 Proposed Budget	Increase/ (Decrease)	% Increase/ (Decrease)
<b>INSURANCE FUND 300</b>					
<b>NON-DEPARTMENTAL 199</b>					
SALARIES & BENEFITS	29,742	35,642	66,764	31,122	87.32%
OPERATIONS & MAINTENANCE	1,400,391	959,495	959,495	0	0.0%
Division Total	<b>1,430,133</b>	<b>995,137</b>	<b>1,026,259</b>	<b>31,122</b>	<b>3.13%</b>

#### ANALYSIS/COMMENTS

**Insurance:** Expenditures are projected to increase by 3.13% due to the reallocation of personnel costs from the General Fund.

#### PERSONNEL ALLOCATION

	Adopted 2017-18	Current 2018-19	Proposed 2019-20	Inc/(Decr) from Prior Yr
<b>INSURANCE</b>				
Assistant City Manager	-	-	0.05	0.05
Fiscal Services Manager	-	-	-	-
Human Resources Manager	0.05	0.05	0.10	0.05
Office Specialist - Confidential	-	-	-	-
Risk Manager	0.10	0.10	0.10	-
<b>Total</b>	<b>0.15</b>	<b>0.15</b>	<b>0.25</b>	<b>0.10</b>

## INTERNAL SERVICE FUNDS

### WORKERS' COMPENSATION

#### EXPENDITURES BY CATEGORY

	2017-18 Actuals	2018-19 Current Budget	2019-20 Proposed Budget	Increase/ (Decrease)	% Increase/ (Decrease)
<b>WORKERS' COMPENSATION FUND 305</b>					
<b>NON-DEPARTMENTAL 199</b>					
SALARIES & BENEFITS	113,885	35,642	49,691	14,049	39.42%
OPERATIONS & MAINTENANCE	137,208	387,136	206,088	(181,048)	-46.77%
<b>Division Total</b>	<b>251,093</b>	<b>422,778</b>	<b>255,779</b>	<b>(166,999)</b>	<b>-39.5%</b>

#### ANALYSIS/COMMENTS

**Workers' Compensation:** Expenditures are expected to decrease by 39.5% due to a budgeting error in FY2018-19, which erroneously increased the Operations and Maintenance budget.

#### PERSONNEL ALLOCATION

	Adopted 2017-18	Current 2018-19	Proposed 2019-20	Inc/(Decr) from Prior Yr
<b>WORKERS' COMPENSATION</b>				
Human Resources Manager	0.05	0.05	0.10	0.05
Risk Manager	0.40	0.10	0.10	-
<b>Total</b>	<b>0.45</b>	<b>0.15</b>	<b>0.20</b>	<b>0.05</b>

## INTERNAL SERVICE FUNDS

### VEHICLES AND EQUIPMENT

#### EXPENDITURES BY CATEGORY

	2017-18 Actuals	2018-19 Current Budget	2019-20 Proposed Budget	Increase/ (Decrease)	% Increase/ (Decrease)
<b>VEHICLES AND EQUIPMENT FUND 310</b>					
<b>NON-DEPARTMENTAL 199</b>					
OPERATIONS & MAINTENANCE	81,660	0	0	0	0.0%
CAPITAL OUTLAY	0	858,125	380,000	(478,125)	-55.72%
Division Total	81,660	858,125	380,000	(478,125)	-55.72%

#### ANALYSIS/COMMENTS

**Vehicles and Equipment:** Fiscal Year 2019-20 expenses reflect the replacement of two Park Ranger trucks, one City Manager vehicle, one Public Works CIP pool vehicle and one Police Traffic Commercial Enforcement vehicle which are past their useful lives. Purchase of one skid steer piece of equipment with a sweeper attachment and trailer to be used for channel cleaning, asphalt repairs and debris removal. Replacement of the current Vactron, used for cleaning city maintained catch basins, which is past its useful life. Replacement of a pontoon boat with an electric motor, used for Harveston Lake and Duck Pond maintenance, which is past its useful life.



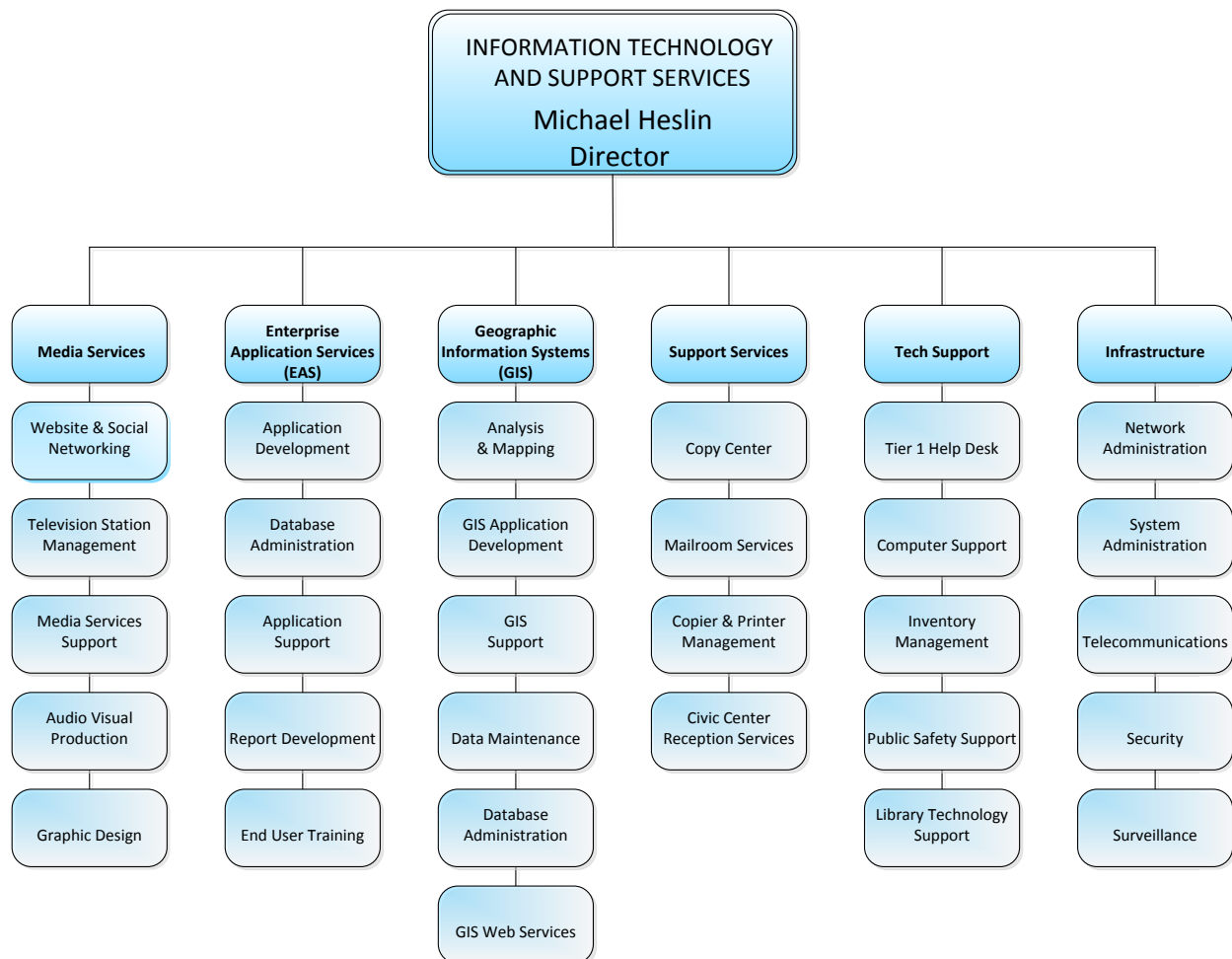
## INTERNAL SERVICE FUNDS

### INFORMATION TECHNOLOGY AND SUPPORT SERVICES

#### MISSION

Information Technology and Support Services (ITSS) is charged with providing the highest quality of leadership, support, and essential services to the organization's Operating Departments to maintain service levels necessary to efficiently and effectively meet all departmental program requirements at the Civic Center and off-site facilities. These services include GIS, Enterprise Applications, Media Services, Network Infrastructure, Tech Support, and Support Services. ITSS oversees 500+ electronic devices, network infrastructure, and 500+ user accounts at the Civic Center and 20+ offsite facilities City-wide. There are currently over 35 business application systems administered and supported by staff. In addition, Media Services oversees social media and E-Government services, and produces original video content for direct communications with residents.

#### ORGANIZATIONAL CHART



## INTERNAL SERVICE FUNDS

### INFORMATION TECHNOLOGY AND SUPPORT SERVICES

EXPENDITURES BY CATEGORY					
	2017-18 Actuals	2018-19 Current Budget	2019-20 Proposed Budget	Increase/ (Decrease)	% Increase/ (Decrease)
<b>INFORMATION TECHNOLOGY FUND 320</b>					
<b>NON-DEPARTMENTAL 199</b>					
SALARIES & BENEFITS	1,257,666	1,358,451	1,433,464	75,013	5.52%
OPERATIONS & MAINTENANCE	1,286,020	2,151,017	1,950,197	(200,820)	-9.34%
INTERNAL SERVICE FUND ALLOCATIONS	0	3,300	3,300	0	0.0%
CAPITAL OUTLAY	0	45,000	0	(45,000)	-100.0%
Division Total	<b>2,543,686</b>	<b>3,557,768</b>	<b>3,386,961</b>	<b>(170,807)</b>	<b>-4.8%</b>
<b>GIS-GEOGRAPHIC INFORMATION TECHNOLOGY 610</b>					
SALARIES & BENEFITS	365,224	368,536	318,918	(49,618)	-13.46%
OPERATIONS & MAINTENANCE	31,429	79,618	97,312	17,694	22.22%
Division Total	<b>396,653</b>	<b>448,154</b>	<b>416,230</b>	<b>(31,924)</b>	<b>-7.12%</b>
<b>LIBRARY-INFORMATION TECHNOLOGY 620</b>					
SALARIES & BENEFITS	133,190	150,025	157,395	7,370	4.91%
OPERATIONS & MAINTENANCE	92,746	136,434	151,434	15,000	10.99%
Division Total	<b>225,936</b>	<b>286,459</b>	<b>308,829</b>	<b>22,370</b>	<b>7.81%</b>
<b>TECHNOLOGY REPLACEMENT FUND 325</b>					
<b>NON-DEPARTMENTAL 199</b>					
OPERATIONS & MAINTENANCE	232,801	0	0	0	0.0%
CAPITAL OUTLAY	22,000	310,000	375,000	65,000	20.97%
Division Total	<b>254,801</b>	<b>310,000</b>	<b>375,000</b>	<b>65,000</b>	<b>20.97%</b>
<b>SUPPORT SERVICES FUND 330</b>					
<b>NON-DEPARTMENTAL 199</b>					
SALARIES & BENEFITS	205,990	224,439	231,009	6,570	2.93%
OPERATIONS & MAINTENANCE	166,767	144,527	182,542	38,015	26.3%
TRANSFERS	0	444,102	0	(444,102)	-100.0%
Division Total	<b>372,757</b>	<b>813,068</b>	<b>413,551</b>	<b>(399,517)</b>	<b>-49.14%</b>
<b>SUPPORT SERVICES REPLACEMENT FUND 335</b>					
<b>NON-DEPARTMENTAL 199</b>					
CAPITAL OUTLAY	0	18,735	50,000	31,265	166.88%
Division Total	<b>0</b>	<b>18,735</b>	<b>50,000</b>	<b>31,265</b>	<b>166.88%</b>

## INTERNAL SERVICE FUNDS

### INFORMATION TECHNOLOGY AND SUPPORT SERVICES

#### EXPENDITURES BY CATEGORY (Continued)

##### PUBLIC EDUCATION & GOVERNMENT (PEG) FUND 125

##### NON-DEPARTMENTAL 199

CAPITAL OUTLAY	210,490	364,995	305,000	(59,995)	-16.44%
Division Total	210,490	364,995	305,000	(59,995)	-16.44%

#### ANALYSIS/COMMENTS

**Information Technology:** Expenditures are expected to decline by 4.8% due to a carry-over from the prior fiscal year of a large one-time expense related to consulting services and a reduction in capital outlay requests.

**GIS:** Expenditures are expected to decrease by 7.12% due to a restructuring of personnel within the department.

**Library:** Expenditures are expected to increase by 7.81% due to an increase in the cost of the annual copier lease.

**Technology Replacement:** Expenditures for Fiscal Year 2019-20 include computer life cycle replacement, the replacement of audiovisual equipment for Civic Center conference rooms, replacement of phones and equipment, replacement of fiber channel switches, network switches and a Web filter at the Library.

**Support Services:** Expenditures are expected to decline due to a one-time Mid-Year adjustment from the prior fiscal year to establish the new Support Services Replacement Fund.

**Support Services Replacement:** Expenditures for Fiscal Year 2019-20 include the replacement of ten City copiers that have reached their useful lives.

**Public Education & Government:** Expenditures for Fiscal Year 2019-20 include the purchase of Close Captioning equipment, audiovisual equipment, a shoulder-mount camera, a portable stage and the set aside funds for the future replacement of all PEG funded equipment.

## INTERNAL SERVICE FUNDS

### INFORMATION TECHNOLOGY AND SUPPORT SERVICES

PERSONNEL ALLOCATION				
	Adopted 2017-18	Current 2018-19	Proposed 2019-20	Inc/(Decr) from Prior Yr
<b><u>INFORMATION TECHNOLOGY</u></b>				
Administrative Assistant	0.50	0.50	0.50	-
Assistant Director of IT/SS	1.00	1.00	1.00	-
Support Services Supervisor	-	0.10	0.10	-
Director Information Technology	1.00	1.00	1.00	-
Deputy Director Support Services	-	-	-	-
Information Technology Administrator	2.00	1.00	-	(1.00)
Information Technology Manager	-	1.00	1.00	-
Information Technology Specialist	-	-	-	-
Information Technology Specialist I	1.00	1.00	1.00	-
Information Technology Specialist II	-	-	1.00	1.00
Information Technology Supervisor	1.00	1.00	2.00	1.00
Information Technology Technician I	-	-	1.00	1.00
Senior Information Technology Specialist	4.00	4.00	3.00	(1.00)
<b>Total</b>	<b>10.50</b>	<b>10.60</b>	<b>11.60</b>	<b>1.00</b>
<b><u>SUPPORT SERVICES</u></b>				
Assistant Director of IT/SS	-	-	-	-
Support Services Coordinator	-	-	-	-
Director Information Technology	-	-	-	-
Information Technology Manager	-	-	-	-
Information Technology Supervisor	-	-	-	-
Office Specialist - AM	-	-	0.60	0.60
Office Specialist - PM	-	-	0.60	0.60
Office Specialist II (Part-Time)	1.20	1.20	-	(1.20)
Senior Information Technology Specialist	-	-	-	-
Support Services Supervisor	1.00	0.90	0.90	-
Support Services Technician (Part-Time)	0.50	0.50	0.50	-
<b>Total</b>	<b>2.70</b>	<b>2.60</b>	<b>2.60</b>	<b>-</b>
<b>Grand Total</b>	<b>13.20</b>	<b>13.20</b>	<b>14.20</b>	<b>1.00</b>

## **INTERNAL SERVICE FUNDS**

### **INFORMATION TECHNOLOGY AND SUPPORT SERVICES**

#### **SERVICES**

- Provide maintenance and IT support to City staff, its facilities, and the public on all network functions which support the City's website, security systems, communications, databases, and applications.
- Provide technical support, manage applications, and assess needs to assist in business process analysis.
- Provide public and staff access to the City's online application for generating maps and conducting geographic analysis.
- Maintain and support the City's website and utilize social media and E-Government services to provide official information to the public.
- Provide technical support for emergency communications and maintain the City's emergency notification system (Reverse 911).

#### **ACCOMPLISHMENTS FROM PRIOR FISCAL YEAR**

- Offered improvements to the maintenance, tracking, and accounting of City assets in preparation for the Asset Management System implementation. (Foster an Organizational Structure that Aligns Resources with Demands, *Accountable and Responsive City Government*)
- Initiated construction and installation of new or replacement surveillance equipment at various City facilities and traffic intersections. (Minimize the Impact of Life, Property and the Environment from Natural Hazards and Emergency Situations, *A Safe and Prepared Community*)
- Enabled maximum staff efficiency, productivity, and security by ensuring that applications were kept current and that infrastructure was patched appropriately. (Foster an Organizational Structure that Aligns Resources with Demands, *Accountable and Responsive City Government*)
- Developed and implemented an IT Disaster Recovery Plan for business continuity during emergency operations. (Minimize the Impact of Life, Property and the Environment from Natural Hazards and Emergency Situations, *A Safe and Prepared Community*)
- Provided improvements in customer service and increased staff efficiency at the Ronald H. Roberts Temecula Public Library through the replacement of book sorting equipment and public access computers. (Foster an Organizational Structure that Aligns Resources with Demands, *Accountable and Responsive City Government*)
- Delivered improved transparency and civic engagement to the Citizens of Temecula through the implementation of an agenda management system. (Foster an Organizational Structure that Aligns Resources with Demands, *Accountable and Responsive City Government*)

## INTERNAL SERVICE FUNDS

### INFORMATION TECHNOLOGY AND SUPPORT SERVICES

#### OBJECTIVES FOR CURRENT FISCAL YEAR

- Improve customer service and enhance access to City services through the implementation of the EnerGov Citizen Self-Service (CSS) portal. (Foster an Organizational Structure that Aligns Resources with Demands, *Accountable and Responsive City Government*)
- Maintain security, improve staff-efficiency, and address Windows end-of-life concerns, through the life-cycle replacement of desktop computers. (Foster an Organizational Structure that Aligns Resources with Demands, *Accountable and Responsive City Government*)
- Support the Temecula residents, businesses, visitors, and staff by upgrading the audiovisual equipment in the Conference Center. (Foster an Organizational Structure that Aligns Resources with Demands, *Accountable and Responsive City Government*)
- Offer improvements to the tracking of work orders and maintenance of City assets through the initiation of the Asset Management System implementation. (Foster an Organizational Structure that Aligns Resources with Demands, *Accountable and Responsive City Government*)
- Offer continued enhancements to the City's Surveillance System through the installation of new or replacement surveillance equipment at various City facilities and traffic intersections. (Minimize the Impact of Life, Property and the Environment from Natural Hazards and Emergency Situations, *A Safe and Prepared Community*)
- Provide enhanced record keeping and reporting for Finance and Human Resources with the initiation of an Enterprise Resource Planning (ERP) system implementation. (Foster an Organizational Structure that Aligns Resources with Demands, *Accountable and Responsive City Government*)

## **INTERNAL SERVICE FUNDS INFORMATION TECHNOLOGY AND SUPPORT SERVICES**

### **PERFORMANCE MEASURES FOR CURRENT FISCAL YEAR**

<b>Core Value</b>	<b>Five-Year Long Term Goal</b>	<b>Performance Measures</b>	<b>FY 2016-17 Actuals</b>	<b>FY 2017-18 Actuals</b>	<b>FY 2018-19 Target</b>	<b>FY 2019-20 Target</b>
<b>Accountable and Responsive City Government</b>	<b>Promote Community Involvement</b>	Number of City Council meetings supported with audiovisual services	24	24	24	24
		Number of updates to the Temecula Outreach Channel 3 and YouTube	70	102	143	125
	<b>Foster an Organizational Structure That Matches Activity to Demand</b>	Percentage of computers that need to be replaced in order to adhere to the Computer Lifecycle Replacement Program	20%	20%	20%	20%
		Reduce the number of open Helpdesk tickets to an average of 75	45	30	30	40

## INTERNAL SERVICE FUNDS

### INFORMATION TECHNOLOGY AND SUPPORT SERVICES

#### DIVISION/PROGRAM: *SUPPORT SERVICES*

##### SERVICES

- Provide consistent, resourceful, and efficient customer service to the public by professionally handling phone calls and/or by servicing the needs of the visiting public.
- Provide central printing services for Citywide departments and off-site facilities, mailroom services, and auxiliary services (laminating, folder/inserters, wide-format printing, binding).
- Manage the Canon copier lease/maintenance/replacement for the Civic Center and off-site facilities, including the Library.
- Coordinate project staffing for City departments.

##### ACCOMPLISHMENTS FROM PRIOR FISCAL YEAR

- Procured a copy machine for the Human Resources Division and replaced the existing copy machine within the Community Development Department. (Foster an Organizational Structure that Aligns Resources with Demands, *Accountable and Responsible City Government*)
- Provided Support Services for Citywide departments and off-site facilities, including mailroom and ancillary services. (Foster an Organizational Structure that Aligns Resources with Demands, *Accountable and Responsible City Government*)
- Provided printing equipment maintenance and replacements at City-wide facilities for staff and public use. (Foster an Organizational Structure that Aligns Resources with Demands, *Accountable and Responsive City Government*)

##### OBJECTIVES FOR CURRENT FISCAL YEAR

- Offer streamlined workflows and improved staff efficiency through the completion of the life-cycle replacement of copy machines. (Foster an Organizational Structure that Aligns Resources with Demands, *Accountable and Responsible City Government*)
- Coordinate managed print services for all public and staff copy machines throughout the Civic Center and all off-site facilities. (Foster an Organizational Structure that Aligns Resources with Demands, *Accountable and Responsible City Government*)
- Provide mailroom, copy-center, and related services (large format printing, laminating, folding/inserting, binding, etc.) for Citywide departments and off-site facilities. (Foster an Organizational Structure that Aligns Resources with Demands, *Accountable and Responsible City Government*)

## INTERNAL SERVICE FUNDS

### INFORMATION TECHNOLOGY AND SUPPORT SERVICES

DIVISION/PROGRAM: *SUPPORT SERVICES*

#### PERFORMANCE MEASURES FOR CURRENT FISCAL YEAR

Core Value	Five-Year Long Term Goal	Performance Measures	FY 2016-17 Actuals	FY 2017-18 Actuals	FY 2018-19 Target	FY 2019-20 Target
Accountable and Responsive City Government	Foster An Organizational Structure That Matches Activity To Demand	Number of City Council Agendas copied without amendments due to misprinting	24	24	N/A	N/A
		Number of SharePoint updates	4	4	4	4



## INTERNAL SERVICE FUNDS

### FACILITIES

EXPENDITURES BY CATEGORY					
	2017-18 Actuals	2018-19 Current Budget	2019-20 Proposed Budget	Increase/ (Decrease)	% Increase/ (Decrease)
<b>FACILITIES FUND 340</b>					
<b>NON-DEPARTMENTAL 199</b>					
<b>NON-DEPARTMENTAL - CIVIC CENTER</b>					
SALARIES & BENEFITS	394,347	395,627	394,928	(699)	-0.18%
OPERATIONS & MAINTENANCE	542,533	608,378	616,026	7,648	1.26%
Division Total	<b>936,880</b>	<b>1,004,005</b>	<b>1,010,954</b>	<b>6,949</b>	<b>0.69%</b>
<b>NON-DEPARTMENTAL - CIVIC CENTER PARKING STRUCTURE</b>					
OPERATIONS & MAINTENANCE	66,850	75,393	75,393	0	0.0%
Division Total	<b>66,850</b>	<b>75,393</b>	<b>75,393</b>	<b>0</b>	<b>0.0%</b>
<b>NON-DEPARTMENTAL - FACILITIES- TVE2</b>					
OPERATIONS & MAINTENANCE	142,605	158,259	158,259	0	0.0%
Division Total	<b>142,605</b>	<b>158,259</b>	<b>158,259</b>	<b>0</b>	<b>0.0%</b>
<b>NON-DEPARTMENTAL - FACILITIES-FIELD OPERATION CENTER</b>					
OPERATIONS & MAINTENANCE	76,299	87,742	87,742	0	0.0%
Division Total	<b>76,299</b>	<b>87,742</b>	<b>87,742</b>	<b>0</b>	<b>0.0%</b>
<b>NON-DEPARTMENTAL - FACILITIES-WEST WING</b>					
OPERATIONS & MAINTENANCE	11,303	26,746	26,746	0	0.0%
Division Total	<b>11,303</b>	<b>26,746</b>	<b>26,746</b>	<b>0</b>	<b>0.0%</b>

### ANALYSIS/COMMENTS

**Facilities:** Expenditures are expected to stay relatively flat with an increase of .69% due to a slight increase in Civic Center operations and Maintenance costs.

## INTERNAL SERVICE FUNDS

### FACILITIES

#### PERSONNEL ALLOCATION

	Adopted 2017-18	Current 2018-19	Proposed 2019-20	Inc/(Decr) from Prior Yr
<b><u>FACILITIES</u></b>				
Administrative Assistant	0.05	0.05	0.05	-
Custodian	0.40	-	-	-
Custodian I	-	0.20	0.20	-
Custodian II	-	0.20	0.20	-
Director of Public Works	0.10	0.10	0.10	-
Facility Services Manager	-	-	-	-
Field Supervisor-Facilities	-	-	0.30	0.30
Lead Maintenance Worker	-	-	-	-
Lead Maintenance Worker - Facilities	0.90	0.70	0.70	-
Maintenance Supervisor - PW	0.50	0.50	0.50	-
Maintenance Worker	-	-	-	-
Maintenance Worker I - Facilities	1.00	0.30	0.15	(0.15)
Maintenance Worker II - Facilities	0.30	0.30		(0.30)
Management Assistant	0.50	0.50	0.50	-
Office Specialist	-	-	-	-
Principal Management Analyst	-	-	0.05	0.05
Senior Management Analyst	0.05	0.05	-	(0.05)
Senior Office Specialist	0.45	0.45	0.45	-
<b>Total</b>	<b>4.25</b>	<b>3.35</b>	<b>3.20</b>	<b>(0.15)</b>

## INTERNAL SERVICE FUNDS

### FACILITY REPLACEMENT

EXPENDITURES BY CATEGORY					
	2017-18 Actuals	2018-19 Current Budget	2019-20 Proposed Budget	Increase/ (Decrease)	% Increase/ (Decrease)
<b>FACILITY REPLACEMENT FUND 350</b>					
<b>NON-DEPARTMENTAL 199</b>					
CAPITAL OUTLAY	0	362,336	201,714	(160,622)	-44.33%
TRANSFERS	0	143,664	143,664	0	0.0%
<b>Division Total</b>	<b>0</b>	<b>506,000</b>	<b>345,378</b>	<b>(160,622)</b>	<b>-31.74%</b>

### ANALYSIS/COMMENTS

**Facilities:** Expenditures for Fiscal Year 2019-20 include a carry-over expense for the refurbishment of the floors at Fire Stations 84, 92 and 95, the replacement of a generator at Fire Station 73 and the replacement of the Theater's projection system which is past its useful life.



## CAPITAL IMPROVEMENT PROGRAM SUMMARY

The purpose of the CIP Budget is to serve as a planning tool, which coordinates the financing and scheduling of major projects undertaken by the City. The CIP Budget document is prepared in accordance with generally accepted accounting principles.

This document is dynamic and, consequently, must be revised annually to address changing needs, priorities, and financial conditions. The capital improvements presented in this document are the City's major projects, which exceed \$30,000 in cost, have long-term life spans, and are generally non-recurring. These projects include land and right-of-way acquisition, design, construction or rehabilitation of public buildings or facilities, public infrastructure design and construction, park design and construction, and affordable housing projects.

The City's goal in providing a CIP Budget is to develop a multi-year plan for capital improvement, update it annually, and follow through with all capital improvements in accordance with the plan. In determining the relative merit of a proposed project, key management team members evaluate projects for feasibility, community enhancement, infrastructure and historic preservation, and safety.

### PLAN DEVELOPMENT

A component of the Strategic Business Plan includes the integration of the budget with the Quality of Life Master Plan (QLMP). The Quality of Life Master Plan (QLMP) provides the framework for the City's Strategic Budgeting activities. The City Council has set priorities and guided staff in developing six Core Values upon which to focus time and resources (as identified in the QLMP). These areas include:

1. Healthy and Livable City
2. Economic Prosperity
3. A Safe and Prepared Community
4. A Sustainable City
5. Transportation Mobility and Connectivity
6. Accountable and Responsive City Government

All projects presented in the CIP are carefully programmed in concurrence with the City's Quality of Life Master Plan to ensure the community's capital improvement needs are met both now and in the future. The project sheets have been updated to include the specific Core Value(s) each project satisfies. The framework for the CIP is further defined in the City's CIP fiscal policy to provide a structure within which fiscal decisions can be made and to optimize all available resources toward the accomplishment of the City's Core Values as defined in the QLMP.

This CIP budget document was developed by incorporating input from key management team members based on community comments and feedback received throughout the year. Through several workshops, the team then identified and evaluated community needs in the areas of roads/streets, bridges, public buildings, parks and recreation facilities. Each proposed project was reviewed and discussed to ensure funding, timing, and necessity. All projects are evaluated by the City's Planning Commission to ensure consistency with the provisions of the City of Temecula General Plan, while considering the City's long-term vision as developed by the City Council. The proposed circulation, infrastructure, and parks and recreation projects are reviewed and approved by the Planning Commission, Public/Traffic Safety Commission, and the Parks and Recreation Commission.

## **CAPITAL IMPROVEMENT PROGRAM SUMMARY** (continued)

Projects in this document have been scheduled in each of the five fiscal years based on community needs, as determined by the City Council and availability of funding. Priority rankings in each major category (Circulation, Infrastructure/Other, Parks and Recreation, and Successor Agency to the Temecula Redevelopment Agency / Housing) have been assigned in accordance with the priority guidelines as follows:

- LEVEL I:** The project is urgent and must be completed as soon as feasible. Failure to address the project may impact the health, safety, or welfare of the community or have a potential significant impact on the financial well-being of the City. The project must be initiated or financial opportunity losses may result.
- LEVEL II:** The project is important and addressing it is necessary. The project impacts safety, law enforcement, health, welfare, economic base, quality of life, and has been identified as a priority in the Quality of Life Master Plan.
- LEVEL III:** The project will enhance quality of life and will provide a benefit to the community. Completion of the project will improve the community by providing cultural, recreational, and/or aesthetic value, or is deemed as a necessary improvement to a public facility.
- FUTURE YEARS PROJECTS:** The project will be an improvement to the community, but does not necessarily need to be completed within a five-year capital improvement program time frame.

### **FISCAL YEARS 2020-24 CAPITAL IMPROVEMENT PROGRAM SUMMARY**

Type of Project	Number of Projects	Cost of Projects
Circulation	22	\$345,956,136
Infrastructure/ Other	34	61,363,635
Parks and Recreation	11	15,097,397
SARDA/ Housing	1	12,853,720
<b>TOTAL</b>	<b>68</b>	<b>\$435,270,888</b>

## CAPITAL IMPROVEMENT PROGRAM SUMMARY (continued)

The FY2020-24 CIP document includes 68 projects totaling \$435,270,888 in budgeted project costs. In addition, there is \$102,797,737 in projects with unspecified funding sources. These projects have been identified as necessary infrastructure for the City, and will require that funding sources be identified before the projects can commence.

The administrative costs associated with managing the development of these projects have been estimated (generally as five to ten percent of estimated construction costs), and programmed in each project budget. These projects will affect the Public Works Capital Improvement Program Division as they manage the construction of those projects.

Future operations and maintenance costs that result from the projects included in the CIP budget have been estimated for each project. These incremental future operating costs have been incorporated into the five year operating budget forecast. The estimated total operating and maintenance costs relating to capital improvement projects are shown by project in the Annual Operating and Maintenance Costs Summary schedule in this section of the Operating Budget. The estimates reflect operating and maintenance costs only.

The following pages include a summary of projected CIP revenues; CIP projects included in the five-year CIP budget by type of project and priority, operating and maintenance costs for each project, and a description of major CIP revenue sources. A separate CIP budget document is prepared by the City that includes complete detail for each project including project description, scope, location map, level, responsible department, sources of funding, and annual project cost with detail of administration, design, and construction.



*I-15/SR 79 South Ultimate Interchange Project*



## PROJECT SUMMARY BY TYPE OF PROJECT

PROJECT	SOURCE OF FUNDS	Prior Years Actual Expenditures as of 12/31/2018	Fiscal Year Ended 2019 Carryover Budget	2019-20 Adopted Appropriation	2020-21 Projected	2021-22 Projected	2022-23 Projected	2023-24 Projected and Future Years	TOTAL PROJECT COST	COST TO COMPLETE
<b>CIRCULATION</b>										
Abbott Corporation Roadway Improvements	RPTTF- Redevelopment Property Tax Trust Fund							750,000	750,000	750,000
Butterfield Stage Road Extension	CFD #03-02 (Roripaugh Ranch)	30,217,838	10,886,903						41,104,741	10,886,903
	Reimbursement/Other (EMWD)	11,622							11,622	
	Reimbursement/Other (RCWD)	30,002	518,322						548,324	518,322
	Reimbursement/Other (Shea Homes)	81,298	92,510						173,808	92,510
	Reimbursement/Other (SCE)	8,537							8,537	
	Reimbursement/Other (County of Riverside)		164,904						164,904	164,904
	TUMF	1,438,000							1,438,000	
	Total	31,787,297	11,662,639						43,449,936	11,662,639
Cherry Street Extension and Murrieta Creek Low-Flow Crossing To Diaz Road	Measure S			180,000	316,000				496,000	496,000
	Unspecified(1)					1,821,000			1,821,000	1,821,000
	Total			180,000	316,000	1,821,000			2,317,000	2,317,000
Citywide Buffered Bike Lane Striping	AB2766			56,700					56,700	56,700
	Senate Bill 821(1)			132,300					132,300	132,300
	Total			189,000					189,000	189,000
Diaz Road Expansion (Rancho California Road to Cherry Street)	DIF (Street Improvements)	590							590	
	Measure S	2,170	80,753	80,000		3,337,077			3,500,000	3,497,830
	TUMF (WRCOG)(1)		570,000			495,923			1,065,923	1,065,923
	Total	2,760	650,753	80,000		3,833,000			4,566,513	4,563,753
Emergency Vehicle Pre-Emption Upgrade Program - Citywide	DIF (Police Facilities)	196,455	155,545						352,000	155,545
Flashing Beacons and Speed Advisory Signs	DIF (Traffic Signals)	81,284							81,284	
	Measure S	5,527	56,473	32,000	32,000	32,000	32,000	32,000	222,000	216,473
	Total	86,811	56,473	32,000	32,000	32,000	32,000	32,000	303,284	216,473



## PROJECT SUMMARY BY TYPE OF PROJECT

PROJECT	SOURCE OF FUNDS	Prior Years Actual Expenditures as of 12/31/2018	Fiscal Year Ended 2019 Carryover Budget	2019-20 Adopted Appropriation	2020-21 Projected	2021-22 Projected	2022-23 Projected	2023-24 Projected and Future Years	TOTAL PROJECT COST	COST TO COMPLETE
French Valley Parkway / I-15 Improvements-Phase II	General Fund (1)	3,674,862	561,312						4,236,174	561,312
	CFD (Harveston)	1,005,840							1,005,840	
	DIF (Street Improvements)	75,360							75,360	
	Federal Highway Administration	8,000							8,000	
	Measure A (Local Streets and Roads)	1,627,914							1,627,914	
	Measure S	193,629	260,371	1,971,845	1,865,640				4,291,485	4,097,856
	Reimbursements/ Other (Land Donation)	6,000,000							6,000,000	
	SAFETEA-LU		671,000		931,360				1,602,360	1,602,360
	STIP Augmentation				37,600,000				37,600,000	37,600,000
	STIP(2)				10,000,000				10,000,000	10,000,000
	TUMF (RCTC)(3)	2,343,000							2,343,000	
	TUMF (WRCOG)(4)	8,552,988	2,536,872						11,089,860	2,536,872
	TUMF (WRCOG)(5)	3,471,937	246,807						3,718,744	246,807
	TUMF (WRCOG)(6)	59,015	1,865,985						1,925,000	1,865,985
	TUMF (CETAP/WRCOG)(7)	790,995	681,514						1,472,509	681,514
French Valley Parkway / I-15 Improvements-Phase III	INFRA(8)					50,000,000			50,000,000	50,000,000
	Unspecified(9)					227,000	133,000		360,000	360,000
	Total	27,803,540	6,823,861	1,971,845	50,397,000	50,227,000	133,000		137,356,246	109,552,706
I - 15 Congestion Relief	General Fund		30,000						30,000	30,000
	Measure S		150,000						150,000	150,000
	TUMF (WRCOG)(1)						9,822,980		9,822,980	9,822,980
	TUMF (WRCOG)(2)						43,480,000		43,480,000	43,480,000
	Unspecified(3)						86,575,020		86,575,020	86,575,020
I - 15 Congestion Relief	Total		180,000				139,878,000		140,058,000	140,058,000
	General Fund		400,000	200,000	100,000				700,000	700,000
	SHOPP(1)			1,250,000					1,250,000	1,250,000
	Unspecified(2)					3,050,000			3,050,000	3,050,000
I - 15 Congestion Relief	Total		400,000	1,450,000	100,000	3,050,000			5,000,000	5,000,000



## PROJECT SUMMARY BY TYPE OF PROJECT

PROJECT	SOURCE OF FUNDS	Prior Years Actual Expenditures as of 12/31/2018	Fiscal Year Ended 2019 Carryover Budget	2019-20 Adopted Appropriation	2020-21 Projected	2021-22 Projected	2022-23 Projected	2023-24 Projected and Future Years	TOTAL PROJECT COST	COST TO COMPLETE
Interstate-15 / State Route 79 South Ultimate Interchange	CFD (Crowne Hill)	502,211							502,211	
	Reimbursement/ Other (Morgan Hill)	1,190,582							1,190,582	
	SAFETEA-LU(1)	1,439,840							1,439,840	
	Senate Bill 621	13,111,737	1,146,783	120,000	80,000	80,000			14,538,520	1,426,783
	STP (RCTC) (2)	11,165,698	1,810,302						12,976,000	1,810,302
	TUMF (RCTC/Region)(3)	4,452,000							4,452,000	
	TUMF (RCTC/CETAP)(4)	5,400,000							5,400,000	
	TUMF (WRCOG)(5)	8,576,872	1,448,372						10,025,244	1,448,372
	Reimbursement/RCWD(6)	280,560							280,560	
	Reimbursement/EMWD(7)	415,000							415,000	
	Reimbursement/Lease(8)		737,700						737,700	737,700
	Total	46,534,500	5,143,157	120,000	80,000	80,000			51,957,657	5,423,157
Medians and Parkways-Citywide	DIF (Street Improvements)	666,838	188,000	100,000					954,838	288,000
Murrieta Creek Bridge at Overland Drive	DIF (Street Improvements)	38,751	1,729,668	1,508,515	850,000				4,126,934	4,088,183
	HBP(1)		309,855	265,590	88,530	7,543,641			8,207,616	8,207,616
	Unspecified(2)					1,972,844			1,972,844	
	Total	38,751	2,039,523	1,774,105	938,530	9,516,485			14,307,394	14,268,643
Nicolas Road Extension and Improvements	CFD #03-02 (Roripaugh Ranch)		5,053,890						5,053,890	5,053,890
	CFD #16-01 (Roripaugh Ranch)		6,585,898						6,585,898	6,585,898
	Total		11,639,788						11,639,788	11,639,788
Overhead Street Name Sign Replacement Program-Citywide	Measure S		100,000	100,000					200,000	200,000
Pavement Rehabilitation Program-Citywide	General Fund	2,385,412	3,307,202						5,692,614	3,307,202
	Gas Tax	1,200,000							1,200,000	
	RMRA (1) - SB1	1,251,263	1,105,403	1,873,331	1,918,154	1,956,517	1,995,647	2,034,777	12,135,092	10,883,829
	Measure A	16,646,857	2,304,196	3,397,313	1,283,089	1,325,135	1,368,387	1,412,829	27,737,806	11,090,949
	Measure S	2,000,000							2,000,000	
	Total	23,483,532	6,716,801	5,270,644	3,201,243	3,281,652	3,364,034	3,447,606	48,765,512	25,281,980
Pechanga Parkway Widening	Pechanga Tribe Contributions(1)	774,481	4,225,519						5,000,000	4,225,519
Traffic Signal Equipment Enhancement Program-Citywide	DIF (Traffic Signals)	525,284	16,504						541,788	16,504
	Measure S	456,237	458,763	435,000	285,000	210,000	150,000	260,000	2,255,000	1,798,763
	Total	981,521	475,267	435,000	285,000	210,000	150,000	260,000	2,796,788	1,815,267
Traffic Signal Installation-Citywide	Developer Contributions	250,000							250,000	
	DIF (Traffic Signals)	528,415	197,423	300,000	280,000				1,305,838	777,423
	Measure S			300,000	300,000	300,000	300,000	300,000	1,500,000	1,500,000
	Total	778,415	197,423	600,000	580,000	300,000	300,000	300,000	3,055,838	2,277,423



## PROJECT SUMMARY BY TYPE OF PROJECT

PROJECT	SOURCE OF FUNDS	Prior Years Actual Expenditures as of 12/31/2018	Fiscal Year Ended 2019 Carryover Budget	2019-20 Adopted Appropriation	2020-21 Projected	2021-22 Projected	2022-23 Projected	2023-24 Projected and Future Years	TOTAL PROJECT COST	COST TO COMPLETE
Traffic Signal Park and Ride Access Improvements	Developer Contributions (1)		175,000						175,000	175,000
	General Fund		226,725						226,725	226,725
	Measure S		50,505	80,444					130,949	130,949
	Settlement Proceeds		500,000						500,000	500,000
	Total		952,230	80,444					1,032,674	1,032,674
Traffic Signal System Upgrade	HSIP(1)			489,510					489,510	489,510
	Measure S		38,000	54,390					92,390	92,390
	Total		38,000	543,900					581,900	581,900
Ynez Road Improvements	DIF (Street Improvements)	115,097	504,384	3,952,285					4,571,766	4,456,669
<b>TOTAL CIRCULATION PROJECTS</b>		<b>\$ 133,249,998</b>	<b>\$ 52,149,363</b>	<b>\$ 16,879,223</b>	<b>\$ 55,929,773</b>	<b>\$ 72,351,137</b>	<b>\$ 143,857,034</b>	<b>\$ 4,789,606</b>	<b>\$ 479,206,134</b>	<b>\$ 345,956,136</b>



## PROJECT SUMMARY BY TYPE OF PROJECT

PROJECT	SOURCE OF FUNDS	Prior Years Actual Expenditures as of 12/31/2018	Fiscal Year Ended 2019 Carryover Budget	2019-20 Adopted Appropriation	2020-21 Projected	2021-22 Projected	2022-23 Projected	2023-24 Projected and Future Years	TOTAL PROJECT COST	COST TO COMPLETE
<b>INFRASTRUCTURE / OTHER</b>										
Americans with Disabilities ACT (ADA) Transition Plan Implementation	CDBG(1)	79	323,581	322,987	323,660	323,660	323,660	323,660	1,941,287	1,941,208
Bike Lane and Trail Program-Citywide	AB 2766		179,353	50,000	100,000	100,000	216,955	144,575	790,883	790,883
	BEYOND Grant	19,857							19,857	
	DIF (Open Space and Trails)	183,502	138,675	50,000				242,552	614,729	431,227
	Unspecified*						269,133	632,873	902,006	902,006
	Total	203,359	318,028	100,000	100,000	100,000	486,088	1,020,000	2,327,475	2,124,116
Bike Lane and Trail Program - Pump Track	DIF (Open Space and Trails)	6,666	268,334	105,000					380,000	373,334
Bike Lane and Trail Program- Temecula Creek South Side Trail	AB2766			67,845					67,845	67,845
	DIF (Open Space and Trails)			161,155					161,155	161,155
	Measure S			571,000					571,000	571,000
	Total			800,000					800,000	800,000
City Facilities Rehabilitation	General Fund	1,576,183	173,817						1,750,000	173,817
	DIF (Corporate Facilities)	250,000							250,000	
	Facilities Replacement Fund	143,664		300,000	300,000	300,000	300,000	300,000	1,643,664	1,500,000
	Total	1,969,847	173,817	300,000	300,000	300,000	300,000	300,000	3,643,664	1,673,817
Citywide Drainage Master Plan	Measure S			720,000					720,000	720,000
Citywide Financial System Upgrade	Measure S			613,184					613,184	613,184
	Technology Replacement			763,534					763,534	763,534
	Total			1,376,718					1,376,718	1,376,718
Citywide Streetlight Acquisition and Light Emitting Diode(LED) Retrofit	General Fund		2,503,311						2,503,311	2,503,311
	Measure S		4,700,000	800,000					5,500,000	5,500,000
	Total		7,203,311	800,000					8,003,311	8,003,311
Citywide Surveillance Cameras	DIF (Corporate Facilities)	549,048		653,039					1,202,087	653,039
	DIF (Police Facilities)	566,998	146,716						713,714	146,716
	Measure S	748,238		720,347	150,000				1,618,585	870,347
	Total	1,864,284	146,716	1,373,386	150,000				3,534,386	1,670,102
Community Recreation Center (CRC) Renovations	DIF (Parks & Recreation)				806,048	400,000			1,206,048	1,206,048
	DIF (Quimby)				1,193,952	500,000			1,693,952	1,693,952
	Measure S			500,000		1,600,000			2,100,000	2,100,000
	Total			500,000	2,000,000	2,500,000			5,000,000	5,000,000
Comprehensive General Plan Update	General Fund					1,000,000	1,000,000		2,000,000	2,000,000
Electric Vehicles Charging Stations	AB2766		47,000						47,000	47,000
	MSRC Grant(1)		141,000						141,000	141,000
	Total		188,000						188,000	188,000
Expanded Recycled Water & Plant Material Conversion Project	DWR Grant(1)		426,029						426,029	426,029
	Measure S		142,010						142,010	142,010
	Total		568,039						568,039	568,039



## PROJECT SUMMARY BY TYPE OF PROJECT

PROJECT	SOURCE OF FUNDS	Prior Years Actual Expenditures as of 12/31/2018	Fiscal Year Ended 2019 Carryover Budget	2019-20 Adopted Appropriation	2020-21 Projected	2021-22 Projected	2022-23 Projected	2023-24 Projected and Future Years	TOTAL PROJECT COST	COST TO COMPLETE
Fiber Optic Communication System Upgrade	HSIP(1)		1,208,200						1,208,200	1,208,200
	Measure S	40,209	72,791						113,000	72,791
	Total	40,209	1,280,991						1,321,200	1,280,991
Fire Station 73 (Repayment to General Fund) \$817,400	DIF (Fire Facilities)	283,131		232,055	154,944	105,761	26,978	26,809	829,678	546,547
Fire Station 73 - Gym/Garage	Measure S			254,000					254,000	254,000
Fire Station 84 Training Room Renovation	Measure S		666,750						666,750	666,750
History Museum	Unspecified*					304,000			304,000	304,000
I-15/SR 79 South Interchange Enhanced Landscaping	Measure S	44,493	396,857	47,133		446,200			934,683	890,190
	Unspecified*					2,952,867			2,952,867	2,952,867
	Total	44,493	396,857	47,133		3,399,067			3,887,550	3,843,057
Library Parking Phase II	General Fund	37,628							37,628	
	DIF (Library Facilities)	765,904	1,496,022						2,261,926	1,496,022
	DIF (Police Facilities)	10,346	39,654						50,000	39,654
	Measure S		947,342						947,342	947,342
	Total	813,878	2,483,018						3,296,896	2,483,018
Main Street Property Improvements	General Fund	74,353	125,647						200,000	125,647
Margarita Recreation Center	Capital Financing		6,405,000						6,405,000	6,405,000
	DIF (Police Facilities)	15,634	121,366						137,000	121,366
	Measure S	23,747	1,370,761	720,000					2,114,508	2,090,761
	Total	39,381	7,897,127	720,000					8,656,508	8,617,127
Medians and Traffic Calming Improvements-Citywide	DIF (Street Improvements)	40,000							40,000	
	Measure S	31,652	200,248		260,000		270,000		761,900	730,248
	Reimbursements (TVUSD) (1)		25,000						25,000	25,000
	Total	71,652	225,248		260,000		270,000		826,900	755,248
Murrieta Creek Improvements	General Fund	135,858							135,858	
	Reimbursements(1)	55,798	285,129	449,000			144,649		934,576	878,778
	Total	191,656	285,129	449,000			144,649		1,070,434	878,778
Old Town Parking Structure	General Fund	104,509	895,491						1,000,000	895,491
Pechanga Parkway Environmental Mitigation	CFD (Wolf Creek)	782,933	268,073						1,051,006	268,073
Pedestrian Signal Equipment Upgrade - Citywide	HSIP(1)			908,200					908,200	908,200
	Measure S		38,000						38,000	38,000
	Total		38,000	908,200					946,200	946,200
Public Safety Monument	Unspecified*					30,000			30,000	30,000



## PROJECT SUMMARY BY TYPE OF PROJECT

PROJECT	SOURCE OF FUNDS	Prior Years Actual Expenditures as of 12/31/2018	Fiscal Year Ended 2019 Carryover Budget	2019-20 Adopted Appropriation	2020-21 Projected	2021-22 Projected	2022-23 Projected	2023-24 Projected and Future Years	TOTAL PROJECT COST	COST TO COMPLETE
Santa Gertrudis Creek Pedestrian/Bicycle Trail Extension and Interconnect	AB2766	58,683							58,683	
	BTA(1)	223,311							223,311	
	General Fund	78,920							78,920	
	DIF (Open Space and Trails)	219,526	169,547						389,073	169,547
	Measure S		821,899	957,709					1,779,608	1,779,608
	SB1 ATP Augmentation (2)		3,759,000						3,759,000	3,759,000
	Total	580,440	4,750,446	957,709					6,288,595	5,708,155
Santa Gertrudis Creek Phase II- Margarita Under- Crossing										
	Measure S			433,000	50,000	399,300			882,300	882,300
	2019 ATP(SB1) (1)					1,502,000			1,502,000	1,502,000
	Total			433,000	50,000	1,901,300			2,384,300	2,384,300
Sidewalks - Citywide	General Fund	375,000							375,000	
	Measure S	15,573	334,427	658,596	500,000	500,000	500,000	500,000	3,008,596	2,993,023
	Senate Bill 821/RCTC			91,000					91,000	91,000
	Total	390,573	334,427	749,596	500,000	500,000	500,000	500,000	3,474,596	3,084,023
Sidewalks - DLR Drive	General Fund			442,077					442,077	442,077
Sidewalks - Old Town Boardwalk Enhancement	CDBG(1) (2)	91,243	296,793						388,036	296,793
	Measure S	100,226	459,774	164,527					724,527	624,301
	Total	191,469	756,567	164,527					1,112,563	921,094
Temecula Elementary School (TES) Pool Renovation	DIF (Parks & Recreation)		335,100						335,100	335,100
Utility Undergrounding - Citywide	Measure S	89,061	155,314						244,375	155,314
<b>TOTAL INFRASTRUCTURE/OTHER PROJECTS</b>		<b>\$ 7,741,973</b>	<b>\$ 30,084,011</b>	<b>\$ 11,755,388</b>	<b>\$ 3,838,604</b>	<b>\$ 10,463,788</b>	<b>\$ 2,906,726</b>	<b>\$ 2,315,118</b>	<b>\$ 69,105,608</b>	<b>\$ 61,363,635</b>



## PROJECT SUMMARY BY TYPE OF PROJECT

PROJECT	SOURCE OF FUNDS	Prior Years Actual Expenditures as of 12/31/2018	Fiscal Year Ended 2019 Carryover Budget	2019-20 Adopted Appropriation	2020-21 Projected	2021-22 Projected	2022-23 Projected	2023-24 Projected and Future Years	TOTAL PROJECT COST	COST TO COMPLETE
<b>PARKS / RECREATION</b>										
Children's Museum Enhancement Project	DIF (Parks & Recreation) Measure S	63,572	81,518						145,090	81,518
			400,000						400,000	400,000
	Total	63,572	481,518						545,090	481,518
Community Services Master Plan	Measure S		276,200						276,200	276,200
Eagle Soar Splash Pad Control System Renovation	Measure S			300,000					300,000	300,000
Flood Control Channel Reconstruction and Repair	General Fund	446,912	203,372						650,284	203,372
	Measure S		797,427	442,049					1,239,476	1,239,476
	Unspecified*						4,830,000		4,830,000	4,830,000
	Total	446,912	1,000,799	442,049			4,830,000		6,719,760	6,272,848
Parks Improvement Program	General Fund	1,060,000							1,060,000	
	Measure S	274,581	125,419	250,000	250,000	250,000	250,000	250,000	1,650,000	1,375,419
	DIF (Quimby)	250,000							250,000	
	Total	1,584,581	125,419	250,000	250,000	250,000	250,000	250,000	2,960,000	1,375,419
Park Restrooms Expansion, Renovations and Americans with Disability ACT(ADA) Improvements	Measure S	39,094	308,706	780,000					1,127,800	1,088,706
Playground Equipment Enhancement and Safety Surfacing	DIF (Parks & Recreation)	1,040,000							1,040,000	
	DIF (Police Facilities)	29,459	23,991						53,450	23,991
	DIF (Quimby)	200,000	240,000						440,000	240,000
	Measure S	258,438	919,211	500,000	500,000	500,000	500,000	500,000	3,677,649	3,419,211
	Total	1,527,897	1,183,202	500,000	500,000	500,000	500,000	500,000	5,211,099	3,683,202
Ronald Reagan Sports Park Restroom Expansion and Renovation	Measure S		725,000						725,000	725,000
Ronald H Roberts Temecula Public Library Enhancement and Renovation	Measure S			164,504					164,504	164,504
Sports Court Resurfacing	Measure S		100,000		50,000		50,000		200,000	200,000
Sports Field Lighting Light Emitting Diode(LED) Conversion	Measure S		250,000	280,000					530,000	530,000
<b>TOTAL PARKS / RECREATION PROJECTS</b>		<b>\$ 3,662,056</b>	<b>\$ 4,450,844</b>	<b>\$ 2,716,553</b>	<b>\$ 800,000</b>	<b>\$ 750,000</b>	<b>\$ 5,630,000</b>	<b>\$ 750,000</b>	<b>\$ 18,759,453</b>	<b>\$ 15,097,397</b>
<b>SARDA</b>										
Affordable Housing	Tax Allocation Refunding Bonds Series 2017B				12,853,720				12,853,720	12,853,720
<b>TOTAL SARDA PROJECTS</b>					<b>12,853,720</b>				<b>12,853,720</b>	<b>12,853,720</b>
<b>TOTALS</b>		<b>\$ 144,654,027</b>	<b>\$ 86,684,218</b>	<b>\$ 31,351,164</b>	<b>\$ 73,422,097</b>	<b>\$ 83,564,925</b>	<b>\$ 152,393,760</b>	<b>\$ 7,854,724</b>	<b>\$ 579,924,915</b>	<b>\$ 435,270,888</b>

## FUTURE YEARS PROJECTS

### CIRCULATION

Project	Department	Estimate*
Cherry Street Extension Diaz Road to Jefferson Avenue	Public Works	11,180,000
La Paz Street Widening from Ynez Road to Temecula Parkway	Public Works	2,500,000
Nicolas Valley - Community Facilities District (Liefer Road)	Public Works	4,088,508
Pauba Road Improvements - east of Margarita Road on the north side	Public Works	130,000
Rainbow Canyon Road Widening from Pechanga Parkway to City Limit	Public Works	8,000,000
Rancho California Road East of Meadows Parkway	Public Works	470,000
Rancho Way Extension from Diaz to Margarita Road	Public Works	28,337,000
Temecula Creek Crossing	Public Works	16,777,300
Ynez Road Widening from Tierra Vista Road to Rancho Vista Road	Public Works	580,000
<b>TOTAL</b>		<b>\$ 72,062,808</b>

### INFRASTRUCTURE / OTHER

Project	Department	Estimate*
Corporate Meeting and Event Space	Community Services	625,000
Fire Station 92 and 95 Bay Door Replacement	Fire Services	200,000
Pedestrian and Bicycle Bridge Overcrossing into Old Town	Planning	1,890,000
Old Town Gymnasium	Community Services	4,630,000
Southside Branch Library	Community Services	6,640,000
Southside Recreation Center	Community Services	4,500,000
<b>TOTAL</b>		<b>\$ 18,485,000</b>

### PARKS and RECREATION

Project	Department	Estimate*
Ronald Reagan Sports Park North/South Fields Back Stops, Dugout, and Parking Lot with Trash Enclosures	Community Services	857,000
Ronald Reagan Sports Park Upper Soccer Paving and Materials/Equipment Storage Bays	Community Services	481,250
Sports Complex - Joint Use (Riverside County Flood Control District)	Community Services	8,250,000
Vail Ranch Park Site D	Community Services	1,843,000
Ynez Road and Overland Landscaping	Community Services	200,000
<b>TOTAL</b>		<b>\$ 11,631,250</b>

\*Estimates are planning level at the time the project was reviewed and they do not account for inflation and economic conditions



**City of Temecula**  
**Fiscal Year 2019-20**  
**Annual Operating Budget**

## PROJECTED REVENUE SUMMARY

FUNDING SOURCE	Available Fund Balance	Projected 2019-2020 Revenue	Projected 2020-2021 Revenue	Projected 2021-2022 Revenue	Projected 2022-2023 Revenue	Projected 2023-2024 Revenue	Projected Funds Available
Assembly Bill 2766	\$ 267,322	\$ 133,576	\$ 136,245	\$ 138,967	\$ 141,743	\$ 144,575	\$ 962,428
Capital Financing	6,405,000						\$ 6,405,000
Community Development Block Grant (CDBG)		943,361	323,660	323,660	323,660	323,660	\$ 2,238,001
Facilities Replacement Fund		300,000	300,000	300,000	300,000	300,000	\$ 1,500,000
General Fund	8,426,877	642,077	100,000	1,000,000	1,000,000		\$ 11,168,954
Measure S	15,403,001	13,109,728	4,558,640	7,574,577	2,052,000	1,842,000	\$ 44,539,946
Public Art	27,280	128,992	70,823	41,138	9,255	8,127	\$ 285,615
Road Maintenance and Rehabilitation Account(RMRA)	1,105,403	1,873,331	1,918,154	1,956,517	1,995,647	2,034,777	\$ 10,883,829
Technology Replacement		763,534					\$ 763,534
<b>Community Facilities Districts</b>							
Roripaugh Community Facilities District #03-02	15,940,793						\$ 15,940,793
Roripaugh Community Facilities District #16-01	6,585,898						\$ 6,585,898
Wolf Creek Community Facilities District	268,073						\$ 268,073
<b>Development Impact Fees (DIF)</b>							
Corporate Facilities	-	307,416	210,033	141,377	50,110	44,103	\$ 753,039
Fire Facilities	46,734	185,321	154,944	105,761	26,978	26,809	\$ 546,547
Library Facilities	937,040	172,005	230,000	179,069	80,738	71,458	\$ 1,670,310
Open Space and Trails	576,556	137,453	200,919	145,183	37,576	37,576	\$ 1,135,263
Parks and Recreation	496,485	471,570	689,310	498,092	128,918	128,918	\$ 2,413,293
Police Facilities	68,495	176,135	155,411	96,045	11,386	11,288	\$ 518,760
Quimby	1,466,962	211,412	321,935	8,835	8,835	-	\$ 2,017,979
Street Improvements	2,103,717	3,902,741	1,864,075	1,008,261	84,909	78,111	\$ 9,041,814
Traffic Signals	198,979	317,968	266,717	144,141	12,011	11,057	\$ 950,873
<b>Measure A Programs</b>							
Measure A (Local Streets and Roads)	4,459,049	1,242,460	1,283,089	1,325,135	1,368,387	1,412,829	\$ 11,090,949
<b>Grants</b>							
Department Water Resources Grant Prop 84 (DWR)		426,029					\$ 426,029
Highway Bridge Program(HBP)		575,445	88,530	7,543,641			\$ 8,207,616
Highway Safety Improvement Program(HSIP)		2,605,910					\$ 2,605,910
Infrastructure For Rebuilding America (INFRA)				50,000,000			\$ 50,000,000
Mobile Source Air Pollution Reduction Review Committee (MSRC)		141,000					\$ 141,000
SAFETEA-LU			931,360				\$ 931,360
SB1 ATP Augmentation		4,430,000		1,502,000			\$ 5,932,000
State Highway Operation Protection Program & Minor Program (SHOPP)		1,250,000					\$ 1,250,000
State Transportation Improvement Program (STIP)			47,600,000				\$ 47,600,000
Surface Transportation Program (STP)		1,810,302					\$ 1,810,302
<b>Successor Agency to the Temecula Redevelopment Agency</b>							
Tax Allocation Refunding Bonds Series 2017B	12,853,720						\$ 12,853,720
Redevelopment Property Tax Trust Fund	750,000						\$ 750,000
<b>Reimbursements/Other</b>							
Developer Contribution		934,129	-			144,649	\$ 1,078,778
Lease Agreement		737,700					\$ 737,700
Pechanga Tribe Contributions		4,225,519					\$ 4,225,519
Rancho California Water District (RCWD)		518,322					\$ 518,322
Riverside County		164,904					\$ 164,904
Settlement Proceeds		500,000					\$ 500,000
Shea Homes Reimbursement		92,510					\$ 92,510
<b>Senate Bills</b>							
Senate Bill 621	1,426,783						\$ 1,426,783
Senate Bill 821		223,300					\$ 223,300
<b>Transportation Uniform Mitigation Fee (TUMF)</b>							
Community and Environmental Transportation Accountability Program (CETAP/RCTC)		681,514					\$ 681,514
Western Riverside Council of Governments (WRCOG)		6,668,036		495,923	53,302,980		\$ 60,466,939
<b>TOTAL REVENUE</b>	<b>\$ 79,814,167</b>	<b>\$ 51,003,700</b>	<b>\$ 61,403,845</b>	<b>\$ 74,528,322</b>	<b>\$ 60,935,133</b>	<b>\$ 6,619,937</b>	<b>\$ 334,305,104</b>



## ANNUAL OPERATING AND MAINTENANCE COSTS CAPITAL IMPROVEMENT PROGRAM

PROJECT	2019-20	2020-21	2021-22	2022-23	2023-24
Citywide Financial System Upgrade - Annual software maintenance/licensing	-	66,934	66,934	66,934	66,934
Citywide Streetlight Acquisition and LED Retrofit - Anticipated savings from lower rate schedule and LED retrofit	-	(600,000)	(618,000)	(636,540)	(655,636)
Citywide Surveillance Cameras - Annual operations and maintenance costs	160,000	260,000	260,000	260,000	260,000
I-15/SR 79 South Interchange Enhanced Landscaping - Additional landscape maintenance	-	-	-	50,000	52,020
Margarita Recreation Center - Additional staffing, utilities, and facility charges	-	744,600	759,492	774,682	790,175
Park Restrooms Renovations, Expansion and ADA Improvements - Additional custodial services for newly installed restrooms	-	25,000	25,500	26,010	26,530
<b>GRAND TOTAL</b>	<b>\$ 160,000</b>	<b>\$ 496,534</b>	<b>\$ 493,926</b>	<b>\$ 541,086</b>	<b>\$ 540,023</b>

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## DESCRIPTION OF REVENUE SOURCES

### **Assembly Bill 2766 (AB 2766)**

State funds that are available to implement programs and projects that reduce air pollution from motor vehicles.

### **Capital Financing**

Funding available through financing proceeds to be used for Capital Improvements.

### **Community Development Block Grant (CDBG)**

The Federal Department of Housing and Urban Development (HUD) provides funds through the Community Development Block Grant Program (CDBG) for local community development, housing activities, and public services. The primary objective of the CDBG Program is the development of viable communities by providing decent housing, a suitable living environment, and expanded economic opportunities primarily focused on low- and moderate-income persons and neighborhoods.

### **Community Facilities District (CFD)**

A tool that allows the City to construct desired and authorized public improvements with costs of the projects paid for by the benefitted properties within the boundaries of a designated area. The costs are then financed through the issuance of bonds payable over a period of years.

### **Department of Water Resources (DWR) Proposition 84**

Funding made available from the State of California Department of Water Resources funding from the Safe Drinking Water, Water Quality and Supply, Flood Control, River and Coastal Protection Bond Act of 2006. 2015 Proposition 84 Integrated Regional Water Management (IRWM) Implementation Grant, California Public Resources Code Section 75026 of Divisions 26.5 of the California Water Code (CWC).

### **Development Impact Fees (DIF)**

Fees generated by development applications to offset the effect of development to include infrastructure, fire protection, public facilities and services, libraries, roads, schools, parks, traffic signal mitigation and open space/public art. Fees are determined by the cost of the project at the time of application.

### **Facilities Replacement Fund**

This Fund was established to accumulate resources necessary to replacement future Facilities systems, equipment and fixtures.

### **General Fund**

City General Funds retained for capital improvement projects.

### **Highway Safety Improvement Program**

The Highway Safety Improvement Program (HSIP), codified as Section 148 of Title 23, United States Code (23 U.S.C §148), is a core federal-aid program to States for the purpose of achieving a significant reduction in fatalities and serious injuries on all public roads.

## DESCRIPTION OF REVENUE SOURCES (continued)

### Highway Bridge Program

This program is funded by Federal Highway Administration (FHWA) and authorized by United States Code (USC) Title 23, Section 144. The purpose of the Program is to replace or rehabilitate public highway bridges over waterways, other topographical barriers, other highways, or railroads when the State and the Federal Highway Administration determine that a bridge is significantly important and is unsafe because of structural deficiencies, physical deterioration, or functional obsolescence.

### Infrastructure For Rebuilding America (INFRA)

The INFRA program provides dedicated, discretionary funding for projects that address critical issues facing our nation's highways and bridges.

### Measure A (Local Streets and Roads)

Riverside County's half-cent sales tax to fund transportation projects to improve local streets and roads, major highways, commuter rail, and public transit throughout Riverside County.

### Measure S

Pursuant to Ordinance 16-06, on November 8, 2016, the people of Temecula approved a local 1% Transactions and Use Tax, effective on April 1, 2017, to maintain 9-1-1 emergency response times, prevent cuts to local paramedic, police, fire protection, school safety patrols, youth/after-school, senior, disabled services, improve freeway interchanges, reduce traffic and provide for other general services.

### Mobile Source Air Pollution Reduction Review Committee (MSRC)

The MSRC is the Mobile Source Air Pollution Reduction Review Committee, established under state law (AB 2766) whose sole mission is to fund projects that reduce air pollution from motor vehicles within the South Coast Air District in Southern California.

### Public Art Fund

Public Artwork enhances the quality of life for individuals living and working in the Temecula. This fund was adopted by City Council for design, acquisition, installation, improvement, maintenance and insurance of public artwork displayed on City property; offering of performing arts programs on City property for the community; and art education programs on City property for the community (provided, however, that not more than five percent of the fund's annual budget shall be used for this purpose).

### Quimby

The City's park-in-lieu or park development fee is assessed under provisions of the Subdivision Map Act which allows the City to require the dedication of land or the payment of a fee in lieu of land to be used for the purchase (or development) of park property.

### Reimbursements/Other

Funding made available from other agencies or sources on a reimbursement, donation, and contribution basis. The actual agreement states the conditions of monies specific to a particular project.

## DESCRIPTION OF REVENUE SOURCES (continued)

### **Safe, Accountable, Flexible, Efficient, Transportation Equity Act - Legacy for Users (SAFETEA-LU)**

Signed into law on August 10, 2005, and provides for highways, highway safety, and public transportation to improve safety, reduce traffic congestion, and other activities related to solving transportation problems. This new program takes off where STP, TEA-21, and ISTEA left off.

### **Senate Bill 1 (SB1)/Road Repair and Accountability Act (RMRA)/Active Transportation Program (ATP)**

The State of California imposes per gallon excise and sales taxes on fuel sales, as well as registration taxes on motor vehicles, for allocation to agencies for transportation purposes. In 2017, the State established the Road Repair and Accountability Act (RMRA) to allocate a greater share of additional monies for transportation purposes.

### **Senate Bill 621**

Represents a regional organization made up of tribal governments primarily within Riverside and San Bernardino counties. Tribal Alliance of Sovereign Indian Nations (TASIN) member tribes contribute a percentage of their gaming revenues to the Indian Gaming Special Distribution Fund (SDF), as established by the State Legislature, to offset the impacts of Indian gaming on public services and infrastructure.

### **Senate Bill 821**

B 821, the Bicycle and Pedestrian Facilities Program, is provided through the Transportation Development Act (TDA), funded through a ¼ cent of the general sales tax collected statewide. The TDA provides two major sources of funding for public transportation: the Local Transportation Fund (LTF) and the State Transit Assistance (STA). The LTF provides funding for essential transit and commuter rail services, SB 821 and planning. Each year, two percent of the LTF revenue is made available for use on bicycle and pedestrian facility projects through the SB 821 program.

### **State Transportation Improvement Program (STIP)**

The State Transportation Improvement Program (STIP) is the biennial five-year plan adopted by the California Transportation Commission (CTC) for future allocations of certain state transportation funds for state highway improvements, intercity rail, and regional highway and transit improvements. State law requires the Commission to update the STIP biennially, in even-numbered years, with each new STIP adding two new years to prior programming commitments.

### **State Highway Operation Protection Program & Minor Program (SHOPP)**

State Highway System's program that funds repair and preservations, emergency repairs, safety improvements and some highway operational improvements.

### **Surface Transportation Program (STP)**

Federal funds available for local agencies to improve the safety and efficiency of the local transportation system.

## DESCRIPTION OF REVENUE SOURCES (continued)

### **Tax Allocation Refunding Bonds Series 2017A and 2017B**

As of January 31, 2012, the Redevelopment Agency of the City of Temecula has been dissolved and the City has elected to become the Successor Agency. The Successor Agency will be responsible for the winding down of the remaining activities of the dissolved Redevelopment Agency. These remaining activities include completing affordable housing and infrastructure projects that are funded with tax allocation bonds issued by the former redevelopment agency. The Series 2017A and 2017B Refunding Bonds were issued in 2017 to refinance 2002, 2006, 2007, 2010, and 2011 Tax Allocation Bonds to provide financing for low and moderate income housing projects. The outstanding bonds will be repaid in full in 2038. Monies to pay bond debt service is requested from the State and disbursed by the County from the Trust Fund established to accumulate tax increment generated by the former Temecula Redevelopment Agency area.

### **Technology Replacement Fund**

This fund is used for the replacements of computers, system Software and all other Information Technology equipment.

### **Transportation Uniform Mitigation Fee (TUMF)**

Multi-jurisdictional development impact fee paid for by new development to provide the transportation infrastructure necessary to accommodate new development.

### **WRCOG-BEYOND Framework Fund Program**

Local assistance funding program for Economic Development and Sustainability Projects.

## **BUDGET AND FISCAL POLICIES**

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## BUDGET AND FISCAL POLICIES

### I. FINANCIAL STRATEGIC PLAN PURPOSE AND ORGANIZATION

#### A. Annual Operating Budget (AOB)

Through its Annual Operation Budget, the City will link resources with results by:

1. Identifying community needs for essential services that improve quality of life through strategic planning that:
  - a. Organize the programs required to provide these essential services;
  - b. Establish program policies and goals, which define the nature and level of program services required;
  - c. Identify activities performed in delivering program services.
2. Proposing goals for improving the delivery of program services that:
  - a. Identify and appropriate the resources required to perform program activities and accomplish program goals.
  - b. Set objectives to measure Performance (progress) pertaining to:
    - Long term goals that align Council priorities with financial resources;
    - Output of program activities;
    - Accomplishment of program objectives;
    - Expenditure of program appropriations.
3. The AOB process encompasses the development, implementation, and evaluation of a plan for the provision of services for the upcoming fiscal year. The process includes political, managerial, planning, communication, and financial dimensions. The budget incorporates a long-term perspective, establishes linkages to broad organizational goals, and focuses budget decisions on desired results and outcomes. The AOB is formalized via the following process:
  - a. A budget workshop is held with the City Council to receive Council direction and public comment, prior to budget preparation;
  - b. Budget team updates policies and procedures for budget preparation, creates the budget process calendar, and prepares the current budget schedules for each department to use in preparing the new budget;
  - c. A budget kickoff workshop is held with the City Manager, Department Directors, and Department Analysts to discuss the status of the current fiscal year budget, discuss the Five Year Financial Forecast, review the upcoming budget process calendar, discuss the impacts of the current economic conditions at the State and Federal levels, and discuss the essential principles and elements of the budget process;

## BUDGET AND FISCAL POLICIES

### I. FINANCIAL STRATEGIC PLAN PURPOSE AND ORGANIZATION (continued)

- d. Individual meetings are held with the budget team and each department to assist in the budget development process;
- e. The City Manager, in collaboration with the budget team, holds meetings with each department director (and analysts) to discuss their department budget request;
- f. A budget workshop is held with the City Council to receive public comment and to review the components of the proposed budget, prior to formal consideration for adoption;
- g. City Manager submits the proposed AOB and salary plan to the City Council at a public meeting for approval.

### B. Balanced Budget

The City will maintain a balanced budget over the period of the Financial Strategic Plan. This means that:

- 1. Operating revenues must fully cover operating expenditures;
- 2. Ending fund balance must meet minimum policy levels. For the General Fund, this level has been established at 20% of operating expenditures for economic uncertainties and to support the City's credit worthiness, cash flow, and response to local disasters.

### C. Five Year Financial Forecast

The City will prepare a five year financial forecast bi-annually to assist in long range planning and policy development. The five year forecast provides a tool to evaluate the ability of the City to fund proposed programs, operating and maintenance costs, capital expenditures, as well as operating costs related to future capital improvement projects.

- 1. Revenues are projected using a conservative approach, and are based on historical trends, stable residential development projections, internal analysis, and commercial growth that incorporates known development projects. Separate sets of assumptions are developed for major revenue types such as sales tax property tax, community development fees, transient occupancy taxes, and investment income;
- 2. Departmental expenditure projections are developed using anticipated cost of living increases for general administrative operating costs. Additional assumptions are incorporated for major expenditure categories such as public safety to ensure that commercial and residential growth projections are addressed to main current service levels. The five year capital improvement program is reviewed with the annual operating budget, and maintenance costs of each proposed project are identified and included in the forecast;

## BUDGET AND FISCAL POLICIES

### I. FINANCIAL STRATEGIC PLAN PURPOSE AND ORGANIZATION (continued)

3. The five-year forecast indicates whether projected revenue growth will support anticipated expenditures for current levels of service. However, as the City continues to grow, it is important to ensure that it can meet increasing demands, and be in a position to respond to possible changes in economic conditions. The five-year forecast is a dynamic tool that requires bi-annual update and review of its underlying assumptions to keep the City in a position of strong fiscal condition.

#### D. Capital Improvement Program (CIP)

1. CIP Purpose - The purpose of the Capital Improvement Program (CIP) budget document is to serve as a planning tool, which coordinates the level ranking, financing, and scheduling of major projects undertaken by the City. All projects presented in the five-year CIP budget are carefully programmed to ensure the community's capital improvement needs are met both now and in the future. In addition, the projects provide additional opportunities and access to the City and improve the overall quality of life as identified in the Quality of Life Master Plan (QLMP).

This document is dynamic and, consequently, must be revised annually to address changing needs, level rankings, and financial conditions. The City's goal in providing a CIP Budget is to develop a multi-year plan for capital improvement, update it annually, and follow through with all capital improvements in accordance with the plan. It also allows staff to budget operating and maintenance costs into the five year projection in order to determine the total cost of each project before it is undertaken.

2. CIP Development - This CIP budget document is developed by incorporating input from City Council and key management team members, based on community comments and feedback received throughout the year. This team then, through several workshops, identifies and evaluates community needs in the areas of roads/streets, bridges, public buildings, parks and recreation facilities, and redevelopment projects. Each proposed project is reviewed and discussed to ensure funding, timing, and necessity. A CIP City Council workshop is held to provide the City Council with an opportunity to review each project in detail, and to receive public comments concerning the five-year program.
3. CIP Projects: \$30,000 or More - The capital improvements presented in the budget are the City's major projects, which exceed \$30,000 in cost, have long-term life spans, and are generally non-recurring. These projects include land and right of way acquisition, design, construction or rehabilitation of public buildings or facilities, public infrastructure design and construction, park design and construction, and redevelopment projects.

## BUDGET AND FISCAL POLICIES

### I. FINANCIAL STRATEGIC PLAN PURPOSE AND ORGANIZATION (continued)

4. Project Manager - Every CIP project will have a project manager who will prepare the project proposal, ensure that required phases are completed on schedule, authorize all project expenditures, ensure that all regulations and laws are observed, and periodically report project status.
5. Project Benefit - Projects must identify a benefit and reference a Core Value (QLMP) goal.
6. CIP Review Committee - In determining the relative merit of a proposed project, key management team members evaluate projects for feasibility, community enhancement, infrastructure and historic preservation, and safety.
7. CIP Levels - Projects in the CIP are scheduled in each of five fiscal years based on community needs, as determined by the City Council and availability of funding. Level rankings in each major category (Circulation, Infrastructure/Other, Parks and Recreation, and SARDA/Housing) are assigned in accordance with the following guidelines:
  - a. LEVEL I: The project is urgent and must be completed as soon as feasible. Failure to address the project may impact the health, safety, or welfare of the community or have a potential significant impact on the financial well-being of the City. The project must be initiated or financial opportunity losses may result.
  - b. LEVEL II: The project is important and addressing it is necessary. The project impacts safety, law enforcement, health, welfare, economic base, quality of life, and has been identified as a priority in the Quality of Life Master Plan.
  - c. LEVEL III: The project will enhance quality of life and will provide a benefit to the community. Completion of the project will improve the community by providing cultural, recreational, and/or aesthetic value, or is deemed as a necessary improvement to a public facility.
  - d. Future Years Projects: The project will be an improvement to the community, but does not necessarily need to be completed within a five year capital improvement program time frame.
8. CIP Administrative Costs - The administrative costs associated with managing CIP projects are estimated (generally as five to ten percent of estimated construction costs), and included in each project budget.
9. CIP Operations and Maintenance (O & M) - Future operations and maintenance costs that result from CIP projects are estimated and identified in the CIP project sheets. These incremental future operating costs are incorporated into the five year forecast.

## BUDGET AND FISCAL POLICIES

### I. FINANCIAL STRATEGIC PLAN PURPOSE AND ORGANIZATION (continued)

10. CIP Phases - The CIP will emphasize project planning, with projects progressing through at least two and up to ten of the following phases:
  - a. *Designate (Assigned)*. Appropriates funds based on projects designated for funding by the Council through adoption of the Financial Strategic Plan.
  - b. *Study*. Concept design, site selection, feasibility analysis, schematic design, environmental determination, property appraisals, scheduling, grant application, grant approval, specification preparation for equipment purchases.
  - c. *Environmental Review*. Compliance with CEQA, NEPA and other environmental studies, if necessary.
  - d. *Real Property Acquisitions*. Property acquisition for projects, if necessary.
  - e. *Site Preparation*. Demolition, hazardous materials abatements, other pre-construction work.
  - f. *Design*. Final design, plan and specification preparation and construction cost estimation.
  - g. *Construction*. Construction contracts.
  - h. *Construction Management*. Contract project management and inspection, soils and material tests, other support services during construction.
  - i. *Equipment Acquisitions*. Vehicles, heavy machinery, computers, office furnishings, other equipment items acquired and installed independently from construction contracts.
11. CIP Appropriation - The City's annual CIP appropriation for study, design, acquisition and/or construction is based on the projects designated by the Council through adoption of the Financial Strategic Plan. Adoption of the Financial Strategic Plan CIP appropriation does not automatically authorize funding for specific project phases. This authorization generally occurs only after the preceding project phase has been completed and approved by the Council and costs for the succeeding phases have been fully developed. If project costs at the time of bid award are less than the budgeted amount, the balance will be unappropriated and returned to fund balance or allocated to another project. If project costs at the time of bid award are greater than budget amounts, five basic options are available:
  - a. Eliminate the project;
  - b. Defer the project for consideration to the next Financial Strategic Plan period;

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## BUDGET AND FISCAL POLICIES

<b>I. FINANCIAL STRATEGIC PLAN PURPOSE AND ORGANIZATION (continued)</b>
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- c. Rescope or change the phasing of the project to meet the existing budget;
  - d. Transfer funding from another specified, lower level ranking project.
  - e. Appropriate additional resources as necessary from fund balance.
- 12. CIP Budget Carryover - Project accounts, which have been appropriated, will not lapse until completion of the project phase.
- 13. Program Objectives - Project phases will be listed as objectives in the program narratives of the programs, which manage the projects.
- 14. General Plan Consistency Review - All projects are evaluated by the City's Planning Commission to ensure consistency with the provisions of the City of Temecula General Plan, while considering the City's long-term vision as developed by the City Council. The proposed Circulation, Infrastructure, and Parks and Recreation projects are reviewed and approved by the Planning Commission, Public/Traffic Safety Commission, and the Parks and Recreation Commission.

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## BUDGET AND FISCAL POLICIES

<b>II. FINANCIAL REPORTING</b>
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### **A. Annual Reporting**

The City will prepare annual financial statements as follows:

1. The City will contract for an annual audit by a qualified independent certified public accountant (or accounting firm). The City will strive for an unqualified auditors' opinion.
2. The City will use generally accepted accounting principles in preparing its annual financial statements, and will strive to meet the requirements of the GFOA's Award for Excellence in Financial Reporting program.
3. The City will issue audited financial statements within 180 days after year-end.

### **B. Interim Reporting**

The City will prepare and issue timely interim reports on the City's fiscal status to the Council and staff. This includes: on-line access to the City's financial management system by City staff; monthly reports to program managers; formal quarterly reports to the Council and Department Directors; mid-year budget reviews; and interim annual reports.

### **C. Budget Amendments**

The Council may amend or supplement the budget at any time after its adoption by majority vote of the Council members. The City Manager has the authority to make administrative adjustments to the budget as long as those changes will not have a significant policy impact nor affect budgeted year-end fund balances.

### **D. Extended Annual Reporting**

The City will prepare extended annual reports as required by Federal and State requirements including, but not limited to:

1. State Controller Report
2. Street Reports

## BUDGET AND FISCAL POLICIES

### III. FUND BALANCE AND RESERVES

#### A. Fund Balance Policy

Fund balance represents the accumulation of actual revenues and other financing sources in excess of actual expenditures and other uses at year-end. In general terms, it represents the City's accumulated "savings" from year to year, as any fund balance realized at year-end is added to (or deducted from if expenditures exceeded revenues for that particular year) the previous year's fund balance. Fund balance is often referred to as "reserves."

#### B. Reserve for Economic Uncertainty

The City will maintain a minimum fund balance of at least 20% of operating expenditures in the General Fund, in order to adequately provide resources in the event of an unexpected draw on City finances. Eligible uses of these reserve funds include:

- Expenditures due to local disasters/acts of nature
- Loss of major revenue source(s) due to financial hardship or economic downturn
- State-imposed take of local revenue/mandated payments
- Significant unanticipated expenditures
- Significant payout of Comprehensive Annual Leave for employees leaving City service

#### C. Secondary Reserve for Contingencies

In addition to the Reserve for Economic Uncertainty, the City will strive to maintain an operating reserve within the General Fund in the amount of 5% of General Fund operating expenditures. Use of these reserve funds shall be limited to:

- Covering annual operating expenditures if revenue falls short of projections, creating an annual operating deficit.
- Making one-time investments in Capital infrastructure that will create long-term operational savings to the General Fund, leverage available grant funds, or provide funding for projects that will create an economic benefit to the City.

#### D. Future Capital Project Designations

The Council may designate specific fund balance levels for future development of capital projects that it has determined to be in the best long-term interests of the City.

## BUDGET AND FISCAL POLICIES

### III. FUND BALANCE AND RESERVES (continued)

#### E. Other Designations and Reserves

In addition to the designations noted above, fund balance levels will be sufficient to meet funding requirements for projects approved in prior years which are carried forward into the new year; debt service reserve requirements; reserves for encumbrances; and other reserves or designations required by contractual obligations, state law, or generally accepted accounting principles.

#### F. Fund Balance Components

This policy establishes the procedures for reporting unrestricted fund balance in the General Fund financial statements, as well as a fund balance expenditures hierarchy. Fund Balance commitments and assignments ensure that there will be adequate financial resources to protect the City against circumstances such as revenue shortfalls and unanticipated expenditures. The Policy also authorizes and directs the Director of Finance to prepare financial reports and categorize fund balance per Governmental Accounting Standards Board (GASB) Statement No. 54, Fund Balance Reporting and Governmental Fund Type Definitions.

There are five separate components of fund balance which identify the specific purposes for which amounts can be spent: (1) Non-expendable Fund Balance – inherently non-expendable; (2) Restricted Fund Balance – externally enforceable limitations on use; (3) Committed Fund Balance – self-imposed limitations on use; (4) Assigned Fund Balance – limitation resulting from intended use; (5) Unassigned Fund Balance – residual net resources.

1. *Non-expendable Fund Balance* - Amounts that cannot be spent because they are either (a) not in spendable form, such as prepaid items or inventories; or (b) legally required to be maintained intact, such as the principal portion of an endowment.
2. *Restricted Fund Balance* - Amounts for a specific purpose that are either (a) externally imposed by creditors (such as through debt covenants), grantors, contributors, other governments' regulations; or (b) imposed by law through constitutional provisions or enabling legislation.
3. *Committed Fund Balance* - Amounts authorized for specific purposes by a government's highest level of decision making authority (City Council). These committed amounts cannot be used for any other purpose unless the City Council removes or changes the specified use through the same formal action taken to establish the commitment. City Council action to commit fund balance needs to occur within the fiscal reporting period however, the amount can be determined

## BUDGET AND FISCAL POLICIES

### III. FUND BALANCE AND RESERVES (continued)

subsequently. The City's committed fund balance includes a reserve for economic uncertainty. It is City policy to maintain a reserve of 20% of Annual General Fund appropriations. Amounts are committed to finance any significant unanticipated revenue shortfalls, negative State budget impacts or impacts from natural disasters or other catastrophic events.

4. *Assigned Fund Balance* - Amounts that are constrained for specific purposes, but are neither restricted nor committed. For all governmental funds other than the General Fund, any remaining amounts not classified as non-expendable, restricted, or committed are considered assigned. For the General Fund, this policy delegates the authority to assign amounts to be used for specific purposes to the Finance Director in consultation with the City Manager for the purpose of reporting these amounts in annual financial statements.
5. *Unassigned Fund Balance* - Residual net resources of the General Fund in excess of what can be classified in one of the other four categories.

#### G. Hierarchy of Spending Fund Balance

Restricted fund balance should be spent first when an expenditure is incurred for which both restricted and unrestricted fund balance is available. When an expenditure is incurred for purposes where amounts in any of the unrestricted classifications of fund balance could be used, committed amounts are to be spent first, followed by assigned amounts and then unassigned amounts.

#### H. Unassigned Fund Balance – General Fund

At the end of each fiscal year, the Finance Department will report on the audited year-end financial results. In the event that actual General Fund revenues exceed expenditures and encumbrances, a year-end operating surplus shall be reported. Any year-end operating surplus which exceeds the levels required by the reserve policies, noted above, will be deemed as Unassigned Fund Balance, and shall be appropriated for one-time (non-recurring) expenditures in accordance with the following guidelines, subject to City Council approval. Ongoing, or recurring expenditures, are not appropriate uses of available Unassigned Fund Balance.

1. Public Safety equipment or non-recurring programs
2. Asset Management reserves
3. Capital improvement projects

## BUDGET AND FISCAL POLICIES

### III. FUND BALANCE AND RESERVES (continued)

4. Reduction of unfunded liabilities related to CalPERS pension and Other Post-Employment Benefits (OPEB)
5. Reduction, or avoidance, of City debt

### IV. TRANSACTIONS AND USE TAX FUNDING (MEASURE S)

#### A. Measure S Revenue

Pursuant to Ordinance 16-06, on November 8, 2016, the people of Temecula approved a local 1% Transactions and Use Tax, effective on April 1, 2017, to maintain 9-1-1 emergency response times, prevent cuts to local paramedic, police, fire protection, school safety patrols, youth/after-school, senior, disabled services, improve freeway interchanges, reduce traffic and provide for other general services.

#### B. Appropriation Priorities of Measure S Revenue

In accordance with the approved ballot language related to Measure S, maintaining Public Safety services is the City's top priority, followed by the appropriate maintenance and replacement of City assets to ensure long-term viability of City operations. As surplus funds are available, the City Council may allocate Measure S funding to capital projects identified in the Capital Improvement Program as well as any associated general services.

1. Public Safety
  - a. Within the Police Department, the City will strive to maintain a target staffing ratio of one sworn officer per 1,000 residents (1:1,000), as outlined in the City's General Plan. Upon receiving Population Estimate from the California Department of Finance, in May of each year, the Police staffing ratio shall be evaluated, and if the ratio falls below 1:1,000, the City Council may allocate available Measure S resources to meet the target staffing ratio.
  - b. Desired Fire Department staffing levels include four persons per fire engine or fire truck (4-0 staffing). During the Annual Operating Budget process, the Fire staffing ratio shall be evaluated, and if the ratio falls below 4-0 staffing, the City Council may allocate available Measure S resources to meet the target staffing ratio.

## BUDGET AND FISCAL POLICIES

### IV. TRANSACTIONS AND USE TAX FUNDING (MEASURE S) (continued)

#### 2. Asset Management/Investment

In accordance with the Asset Management and Replacement (AMAR) Policy, noted in Section VI., the City strategically manages the life cycle and replacement of its assets; including capital infrastructure, City facilities and parks, fleet vehicles and equipment, and the City's technology and communication systems. Ensuring adequate reserves are set-aside for the future replacement of City-owned assets is critical to the long-term viability of the City's operations.

The City's street and road network serves as the capital infrastructure for public transportation in and around the City. A Pavement Management Study is designed to evaluate the current condition of the road network, and establish a recommended level of investment necessary to properly maintain the condition of the street and road network. The City Council will strive to allocate an amount up to the recommended level of investment, as stated in the most recent Pavement Management Study, to the Capital Improvement Program – Pavement Rehabilitation Program, or other appropriate capital infrastructure projects designated for street and road network improvements.

The City Council will strive to allocate an amount to be deposited into each asset replacement fund, based on the results of the specific asset management plan conducted periodically for each grouping of asset types (i.e. facilities, parks, vehicles and technology).

#### 3. Capital Improvement Projects

A Capital Improvement Project is defined as a major project, which exceeds \$30,000 in cost, has a long-term life span, and is generally non-recurring. The City Council may allocate available Measure S resources to fund projects identified in the Capital Improvement Program.

#### 4. General Services

Operations and maintenance costs associated with City programs, administration and general services to the public are considered eligible appropriations of Measure S resources, so long as the abovementioned priorities are considered first.

- a. Operations and maintenance costs related to the addition of a new City facility, program or service funded by Measure S, shall have priority over existing City general services.

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## BUDGET AND FISCAL POLICIES

<b>V. CONTINGENCY PLANNING</b>
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In response to adverse financial and economic conditions that could negatively impact the City's fiscal health, a Contingency Plan will provide for a measured response to potential fiscal challenges, as opposed to reactionary decision-making that could hinder the long-term financial solvency of the City.

In accordance with Budget Policies III.B and III.C, the City will strive to maintain reserves in the amount of 25% of General Fund operating expenditures. Eligible uses of these reserve funds are outlined in the aforementioned policy; however this Contingency Plan will address the hierarchy of utilizing reserve funds, in the event the City experiences significant or sudden fiscal constraints.

The type of fiscal challenge will dictate the appropriate budgetary measure to implement in order to ensure solvency. If the fiscal constraint cannot be absorbed by annual budgetary savings, the following hierarchy shall be followed:

**A. One-Time Events**

In the event the City is faced with a non-recurring fiscal constraint, such as a State mandated payment or a natural disaster, the use of reserve funds is an appropriate mitigation. The Secondary Reserve for Contingencies shall be utilized first, and fully exhausted prior to utilizing the Economic Uncertainty Reserve.

**B. Ongoing Fiscal Constraints**

In the event the City experiences the loss of a major revenue source outside of the City's control (i.e. acts of legislation, corporate decisions and/or economic downturn), the City will need to adjust its operations in order to maintain a balanced budget. Circumstances may arise when the City is unable to react quick enough to offset a sudden loss in revenue, and will be required to utilize reserves to supplant the current Operating Budget. The Secondary Reserve for Contingencies shall be utilized first, and fully exhausted prior to utilizing the Economic Uncertainty Reserve. Continued use of reserve funds shall not exceed two budget cycles, to allow adequate time for the implementation of operational changes, while limiting the ongoing dependency on reserves.

Implementation of Contingency Plan actions requires the majority approval of the City Council.

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## BUDGET AND FISCAL POLICIES

<b>VI. STAFFING POLICY</b>
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**A. Regular Staffing**

1. The budget will fully appropriate the resources needed for authorized regular staffing.
2. Regular full-time benefitted employees will represent the core work force and the preferred means of staffing ongoing, year-round program activities and services. The City will strive to provide competitive compensation and benefit schedules for its authorized regular work force. Each regular employee will:
  - a. Fill an authorized regular position;
  - b. Receive salary and benefits consistent with labor agreements or other City Council approved compensation plans.
3. To manage the growth of the regular work force and overall staffing costs, the City will follow these procedures:
  - a. The Council will authorize all regular positions.
  - b. The Human Resources Department will coordinate and approve the hiring of all regular employees.
  - c. Supplement core staff with a balanced workforce consisting of part-time, contract, and independent contractors.
  - d. All requests for additional regular positions will include evaluations of:
    - The necessity, term and expected results of the proposed activity;
    - Staffing and material costs including salary, benefits, equipment, uniforms, clerical support and facilities;
    - The ability of private industry to provide the proposed service;
    - Additional revenues or cost savings, which may be realized.
  - e. Periodically, and before any request for additional regular positions, existing programs will be re-evaluated to determine if services can be provided with existing regular employees.
  - f. The City will make every effort to conduct an internal recruitment to fill regular positions. The City will evaluate the advantages and disadvantages of conducting an internal recruitment versus an external recruitment on a case-by-case basis.

**B. Project Staffing**

1. The hiring of project employees will not be used as an incremental method for expanding the City's regular work force.

## BUDGET AND FISCAL POLICIES

### VI. STAFFING POLICY (continued)

2. Project employees include all employees other than regular employees, temporary staffing, elected officials and volunteers. Project employees will generally augment regular City staffing as extra-help employees, seasonal employees, contract employees, interns and work-study assistants.
3. The City Manager and Department Directors will encourage the use of project employees to meet peak workload requirements, fill interim vacancies, and accomplish tasks where less than full-time, year-round staffing is required. Under this guideline, project employees will be hired for up to one year at a time in conjunction with the annual operating budget on an at-will basis. Moreover, project employee hours will generally not exceed 50% of a regular, full-time position (1,000 hours annually). There may be limited circumstances where the use of project employees on an ongoing basis in excess of this target may be appropriate due to unique programming or staffing requirements. However, any such exceptions must be approved by the City Manager based on the review and recommendation of the Human Resources Department.

#### C. Temporary Staffing

1. Temporary Staffing agencies can be contacted only in the case of a short-term assignment such as sick leave, disability leave, maternity leave, etc.
2. The City will pay the Temporary Staffing Agency a fair base rate for the employee with a negotiated markup while the temporary employee is providing work for the City.

#### D. Work Hours

1. Regular employee, project employee, and temporary employee work hours will be based on the needs of the City and the position.
2. Employee work hours may be flexed in an effort to minimize overtime.

#### E. Overtime Management

1. Overtime should be used only when necessary and when other alternatives are not feasible or cost effective.
2. All overtime must be pre-authorized by a Department Director or delegated in accordance with existing policy.
3. Departmental operating budgets should reflect anticipated annual overtime costs and departments will regularly monitor overtime use and expenditures.

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## BUDGET AND FISCAL POLICIES

<b>VI. STAFFING POLICY (continued)</b>
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4. When considering the addition of regular, project, or temporary staffing, the use of overtime as an alternative will be considered. The department will take into account:
  - a. The duration that additional staff resources may be needed;
  - b. The cost of overtime versus the cost of additional staff;
  - c. The skills and abilities of current staff;
  - d. Training costs associated with hiring additional staff;
  - e. The impact of overtime on existing staff;
  - f. The impact on quality of services.

### **F. Independent Contractors**

Independent contractors are not City employees. They may be used in two situations:

1. Short-term, peak workload assignments to be accomplished using personnel contracted through an outside employment agency (OEA). In this situation, it is anticipated that City staff will closely monitor the work of OEA employees and minimal training will be required. However, they will always be considered the employees of the OEA and not the City. All placements through an OEA will be coordinated through the Human Resources Department and subject to the approval of the Human Resources Department.
2. Construction of public works projects and delivery of operating, maintenance or specialized professional services not routinely performed by City employees. Such services will be provided without close supervision by City staff, and the required methods, skills and equipment will generally be determined and provided by the contractor. Contract awards will be guided by the City's purchasing policies and procedures.

### **G. Productivity**

The City will repeatedly monitor and review the City's methods of operation to ensure that services continue to be delivered in the most cost-effective manner possible. This review process encompasses a wide range of productivity issues, including:

1. Analyzing systems and procedures to identify and remove unnecessary review requirements.
2. Evaluating the ability of new technologies and related capital investments to improve productivity.
3. Developing the skills and abilities of all City employees.

## BUDGET AND FISCAL POLICIES

### VI. STAFFING POLICY (continued)

4. Developing and implementing appropriate methods of recognizing and rewarding exceptional employee performance.
5. Evaluating the ability of the private sector to perform the same level of service at a lower cost.
6. Periodic formal reviews of operations on a systematic, ongoing basis.
7. Maintaining a decentralized approach in managing the City's support service functions. Although some level of centralization is necessary for review and control purposes, decentralization supports productivity by:
  - a. Encouraging accountability by delegating responsibility to the lowest possible level;
  - b. Stimulating creativity, innovation and individual initiative;
  - c. Reducing the administrative costs of operation by eliminating unnecessary review procedures;
  - d. Improving the ability of the organization to respond to changing needs, and identify and implement cost-saving programs;
  - e. Assigning responsibility for effective operations and citizen responsiveness to the department.

#### H. Contracting for Services – Private Sector

1. General Policy Guidelines
  - a. Contracting with the private sector for the delivery of services may provide the City with a significant opportunity for cost containment and productivity enhancements. As such, the City is committed to using private sector resources in delivering municipal services as a key element in our continuing efforts to provide cost-effective programs.
  - b. Private sector contracting approaches under this policy include construction projects, professional services, outside employment agencies and ongoing operating and maintenance services.
  - c. In evaluating the costs of a private sector contracts compared with in-house performance of the service, indirect, direct, and contract administration costs of the City will be identified and considered.
  - d. Whenever private sector providers are available and can meet established service levels, they will be seriously considered as viable service delivery alternatives using the evaluation criteria outlined below.

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## BUDGET AND FISCAL POLICIES

<b>VI. STAFFING POLICY (continued)</b>
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- e. For programs and activities currently provided by City employees, conversions to contract services will generally be made through attrition reassignment to absorption by the contractor.
- 2. Evaluation Criteria – Within the general policy guidelines stated above, the cost effectiveness of contract services in meeting established service levels will be determined on a case-by-case basis using the following criteria:
  - a. Is a sufficient private sector market available to competitively deliver this service and assure a reasonable range of alternative service providers?
  - b. Can the contract be effectively and efficiently administered?
  - c. What are the consequences if the contractor fails to perform, and can the contract reasonably be written to compensate the City for any such damages?
  - d. Can a private section contractor better respond to expansions, contractions or special requirements of the service?
  - e. Can the work scope be sufficiently defined to ensure that competing proposals can be fairly and fully evaluated, as well as contractor's performed after bid award?
  - f. Does the use of contract services provide us with an opportunity to redefine service levels?
  - g. Will the contract limit our ability to deliver emergency or other high priority services?
  - h. Overall, can the City successfully delegate the performance of the service but still retain accountability and responsibility for this delivery?
- I. Contracting for Services – Government Service Contracts
  - 1. General Policy Guidelines:
    - a. Contracting with other government entities for the delivery of services such as police and fire provides the City with significant opportunities for cost containment and productivity enhancements. The City utilizes government service contracts to deliver municipal services as a key element in the City's continuing efforts to provide cost-effective programs.

## BUDGET AND FISCAL POLICIES

### VI. STAFFING POLICY (continued)

- b. Police Contract Services – The City contracts with Riverside County Sheriff’s Department for police services. Under this contract the City maintains a ratio of one (1) uniformed police officer for every one thousand (1,000) residents. The City will ensure that contracted staffing levels are compatible with the City population and needs. Contracting with the County facilitates an efficient, effective and affordable model of policing for the community. The police contract allows the City to partner with the County to leverage resources to reduce costs for supervision, administration, training, clerical support, vehicles and equipment.
  - c. Fire Contract Services - The City contracts with the Riverside County Fire Department for all fire services. Contracting with the County facilitates an efficient, effective and affordable model of fire protection, disaster preparedness, fire prevention, and emergency operation services for the community. The fire contract allows the City to partner with the County to leverage resources to reduce costs for supervision, administration, training, clerical support, vehicles and equipment.
- J. Contracting for Services – Regional Approach
  - 1. A regional approach to public services leverages economies of scale to improve outcomes and services to the citizens. Therefore, prior to entering into private or government service contracts, the City will require the completion of a systematic assessment to determine whether a regional approach to providing services is necessary.
    - a. Animal Control Services - The City contracts with Animal Friends of the Valleys for animal control services and the County of Riverside (via the Southwest Community Financing Authority) for animal sheltering services. Contracting with multi-agencies for these services demonstrates a regional approach of leveraging resources to provide efficient services (at a reduced cost).
- K. Classification Plan Transition
  - 1. On September 8, 2015, the Temecula City Council adopted a Side Letter to the 2013 Memorandum of Understanding between the City of Temecula and the General Employees of the City of Temecula, represented by Teamsters Local 911. The Side Letter outlined the implementation of the 2014 Classification Structure adopted by the City Council on March 25, 2014.

## BUDGET AND FISCAL POLICIES

### VI. STAFFING POLICY (continued)

- a. Effective July 1, 2015, the City will make all good faith attempts to fill all vacancies following the Reclassification Study/Finalized Reclassification Study Recommendations instead of a competitive process until all said recommendations are implemented.
- b. Employees filling vacancies and all newly created positions shall use the 2014 Classification Structure and Salary Schedule B.
- c. In the event a department does not have adequate salary savings to offset the cost associated with the implementation of the 2014 Classification Structure and Salary Schedule B for said vacancy or newly created position, the City Manager is authorized to transfer an amount equal to the funding shortfall from the General Fund Non-Departmental Account No. 001.199.999.5354 – Classification Plan Transition to the affected department.

#### L. Comprehensive Annual Leave Time Payout

1. Upon an employee's separation from City service, the employee shall have the option to defer their official separation date to that which corresponds to the exhaustion of the employee's Comprehensive Annual Leave (CAL) balance.
2. When an employee vacates a position using paid time off (e.g. Comprehensive Annual Leave) for an extended period of time, the vacant position will be evaluated by the Department Director, and upon City Manager approval, the Department Director may fill the vacant position in order to continue operations without disruption to City services. In the event the department does not have adequate savings to offset the cost to fill the vacancy, the City Manager is authorized to transfer an amount equal to the funding shortfall from the General Fund Non-Departmental Account No. 001.199.999.5353 – Staffing Continuity Reserve to the affected department.

## BUDGET AND FISCAL POLICIES

### VII. ASSET MANAGEMENT AND REPLACEMENT (AMAR) POLICY

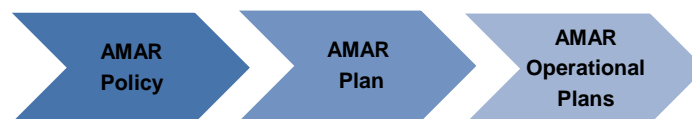
#### A. AMAR Definition

Asset Management and Replacement is the practice of strategically managing the life cycle of the City's capital infrastructure to achieve the greatest return on every tax dollar invested. The capital infrastructure's life-cycle includes how the asset is planned, designed, constructed, operated, maintained, replaced, and disposed. Capital infrastructure includes streets, roads, public facilities, parks and trails, and drainage facilities, as follows:

1. Streets and Roads - Assets related to the provision of transportation (e.g. pedestrian, bicycles, commercial vehicles, private vehicles, and public vehicles.)
2. Public Facilities - Building and land assets used for a diverse range of services including community services, recreation, accommodation, and municipal administration.
3. Parks and Trails - Assets which provide opportunities for organized and informal recreation activities (e.g. sports, exercise), provide aesthetic and cultural value to the community, and provide public spaces for social interaction.
4. Drainage Facilities - Assets which provide a measure of flooding protection to the community from storm water runoff and those assets which improve the water quality of storm water runoff going into main drains and waterways.

#### B. AMAR Process

As assets age, their performance (service provided) will deteriorate. Therefore, a process must be applied to determine when the ability of an asset to meet service standards deteriorates to an unacceptable level. This means considering all management options and strategies as part of the asset lifecycle, from planning to disposal. The objective of managing the assets in this manner is to look at long-term cost impacts when making asset management decisions. An effective process will be based on the following sequence:



The AMAR Policy provides general direction and guidance for the AMAR Plan. The AMAR Plan provides more detailed direction and guidance for all major asset classes (Streets and Roads, Public Facilities, Parks and Trails, and Drainage Facilities). The AMAR Operational Plans cater for the delivery of specific asset management.

## BUDGET AND FISCAL POLICIES

### VII. ASSET MANAGEMENT AND REPLACEMENT (AMAR) POLICY (continued)

The AMAR Plan is based on applicable management studies, best practices, and analysis and should be updated every five years. The actual replacement of assets via the AMAR Operational Plans is dependent on staff analysis and recommendation after a review of any intervening variables such as variations in service delivery demands, force majeure, and programming.

#### C. AMAR Policy

The purpose of the *Asset Management and Replacement Policy* (AMAR Policy) is to demonstrate the City's commitment to the responsible management of the City's capital infrastructure.

The AMAR Policy ensures adequate provisions are made for the long-term replacement of the City's capital infrastructure by:

1. Incorporating appropriate asset management best practices to ensure that the City delivers the highest appropriate level of service through its assets to:
  - a. Ensure service delivery needs form the basis of asset management;
  - b. Incorporate a life-cycle approach to asset management.
2. Applying transparent and responsible financial management of City assets that:
  - a. Integrate asset management with budgetary planning;
  - b. Provide for present needs while protecting resources for future generations.
3. Meeting or surpassing legislative requirements for asset management.
4. Ensuring resources and operational capabilities are identified and responsibility for asset management is allocated.

#### D. AMAR Funding Strategy

1. AMAR Fund Policy
  - a. The funding strategy will be based on the following:
    - An evaluation of available funds in the General Fund, Special Reserve Funds, and the Internal Service Funds;
    - A comparison of available funds against the requirements of AMAR Plan (based on applicable management studies, best practices, and analysis);
    - Establishment of a separate AMAR Fund and Policy (e.g. designation, reservation) that best meets the needs of the City.
  - b. When established, the drafting of the actual AMAR Fund Policy will be dependent on Council guidance and direction, and based on the analysis of the completed management studies.

## BUDGET AND FISCAL POLICIES

### VII. ASSET MANAGEMENT AND REPLACEMENT (AMAR) POLICY (continued)

2. The purpose of the Asset Management Fund is to:
  - a. Accumulate earnings to provide a long-term funding source for replacement/rehabilitation of City infrastructure while preserving the principal balance of the Fund;
  - b. Provide financial reserves to respond to natural disasters and other emergencies;
  - c. Provide a source for internal loans and liquidity;
  - d. Serve as collateral for City debt issues;
  - e. Asset Management Fund assets may not be used for any purpose without approval of the City Council.

#### E. Replacement Funds

1. Fund 310 – Vehicles and Equipment Fund has been established as an Internal Service Fund, for the purpose of accumulating the funds necessary to replace the City's fleet and major equipment. Annually, each department owning an eligible vehicle or piece of large equipment contributes an amount equivalent to the estimated cost to replace the item at the end of its useful life, as summarized in the Vehicle/Equipment Replacement Schedule. Eligible assets funded through the Vehicle/Equipment Replacement Schedule include vehicles and large equipment items that have a useful life longer than three years and cost in excess of \$10,000.
2. Fund 325 – Technology Replacement Fund has been established as an Internal Service Fund, for the purpose of accumulating the funds necessary to replace the City's technology infrastructure (hardware and software). Annually, each department owning an eligible technology-related asset contributes an amount equivalent to the estimated cost to replace the item at the end of its useful life, as summarized in the Technology Replacement Schedule. Eligible assets funded through the Technology Replacement Schedule include those technology-related assets that have a useful life longer than three years and cost in excess of \$3,000.

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## BUDGET AND FISCAL POLICIES

<b>VIII. INVESTMENTS</b>
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### A. Introduction

The intent of this Investment Policy is to establish the limits within which the City's Investment Program will be conducted. Investment goals and objectives are defined. Authorized investments and reporting requirements are identified. The monies entrusted to the City Treasurer will be referred to as the "Fund" throughout the remainder of this document.

### B. Objectives

The investment policies and practices of the City of Temecula are based upon State law and prudent money management. The primary goals of these policies include:

1. To protect the principal monies entrusted to this office. Safety of principal is the foremost objective of the City of Temecula. Each investment transaction will seek to ensure that capital losses are avoided, whether from securities default, broker dealer default, or erosion of market value. The City will seek to preserve principal by mitigating the two types of risk (credit risk and market risk).
  - a. Credit Risk - Defined as the risk of loss due to failure of the issuer of a security, will be mitigated by investing only with issuers whose financial strength and reputation can be verified to be the highest as rated by nationally known rating agencies, and by diversifying the investment portfolio so that the failure of any one issuer would not unduly harm the City's cash flow.
  - b. Market Risk - The risk of market value fluctuations due to overall changes in the general level of interest rates, will be mitigated by (a) structuring the portfolio so that securities mature earlier than or concurrent with the timing of major cash outflows, thus eliminating the need to sell securities prior to their maturity; (b) prohibiting the use of leverage and margin accounts; and (c) prohibiting the taking of short positions – that is, selling securities which the City does not own. It is explicitly recognized herein, however, that in a diversified portfolio, occasional measured losses are inevitable, and must be considered within the context of the overall investment return.
2. To provide sufficient liquidity to meet normal operating and unexpected expenditures. The portfolio will be structured with sufficient liquidity to allow the City to meet expected cash requirements. This will be accomplished by structuring the portfolio so that securities mature concurrent with cash needs to meet anticipated demands. Since all possible cash demands cannot be anticipated, the portfolio will maintain a liquidity buffer and invest primarily in securities with active secondary and resale markets.

## BUDGET AND FISCAL POLICIES

### VIII. INVESTMENTS (continued)

3. To ensure compliance with all Federal, State, and Local laws governing the investment of monies under the control of the City Treasurer. The legal basis for the City's investment activities is the City of Temecula Municipal Code, Chapter 3.04, Revenue and Finance, Fiscal Provisions Generally and Government Code Sections 5922, 16429.1, 53600 to 53609, and 53630 to 53686, which include parameters for authorized investments, report of investments and investment authority.
4. To generate a maximum amount of investment income within the parameters of prudent risk management and consistent with the above policies. The City's investment portfolio will be designed to attain a market-average rate of return through economic cycles. The market-average rate of return is defined as the average return on three-month U.S. Treasury bills. Whenever possible, and consistent with risk limitations and prudent investment principles, the Treasurer will seek to augment returns above the market average rate of return.

The policy will also address risk management because it is such an integral part of the investment policy. To concentrate only on maximizing return would be dangerous. Therefore, policy issues will be directed to: 1) limiting the Fund's exposure to each issue and issuer of debt, and 2) determining a minimum credit requirement that firms must have in order to hold City money.

#### C. Scope

This investment policy applies to all funds under the control of the City Treasurer, including but not limited to the general fund, special revenue funds, debt service funds, capital improvement funds, trust funds and bond proceeds in the custody of the Treasurer and any other funds under his/her control. California Government Code Section 53601(l) permits money from bond proceeds, obligations under a lease, installment sales or other agreements to be invested in any security that meets the statutory provisions governing the issuance of the bond or other agreements made by the issuing agency. Furthermore, California Government Code Section 5922(d) provides that notwithstanding any other provision of law, proceeds of bonds and any moneys set aside and pledged to secure payment of the bonds or certain other contracts specified in Section 5922, may be invested in securities or obligations described in the ordinance, resolution, indenture, agreement, or other instrument providing for the issuance of the bonds or the contract.

#### D. Investment Authority

The City of Temecula Municipal Code delegates to the City Treasurer the authority to invest and reinvest moneys of the city, to sell or exchange securities, and to deposit

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## BUDGET AND FISCAL POLICIES

<b>VIII. INVESTMENTS</b> (continued)
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them and provide for their safekeeping. The City Treasurer is responsible for daily management of the investment program, including:

1. Establishing procedures for operation consistent with the investment policy;
2. Approving daily investment transactions;
3. Developing projections of the City's cash requirements for operating needs;
4. Reviewing the liquidity position of the investment portfolio;
5. Ensuring that the City's cash position is consistent with operating requirements;
6. Preparing appropriate investment reports;
7. Developing, implementing and monitoring controls over investments;
8. Developing record keeping for investment transactions.

The City Treasurer may delegate investment authority to qualified and competent officials and City employees such as the Revenue Manager.

All persons authorized to make investment decisions on behalf of the City are trustees of the public funds and therefore fiduciaries subject to the following prudent investor standard as defined in California Government Code Section 53600.3:

When investing, reinvesting, purchasing, acquiring, exchanging, selling, or managing public funds, a trustee will act with care, skill, prudence, and diligence under the circumstances then prevailing, including, but not limited to, the general economic conditions and the anticipated needs of the agency, that a prudent person acting in a like capacity and familiarity with those matters would use in the conduct of funds of a like character and with like aims, to safeguard the principal and maintain the liquidity needs of the agency. Within the limitations of this section and considering individual investments as part of an overall strategy, investments may be acquired as authorized by law.

**E. Safekeeping of Securities**

To protect against potential losses by collapse of individual securities dealers, all securities owned by the City, including collateral on repurchase agreements, will be held in safekeeping by a third party bank trust department, acting as agent for the City under the terms of a custody agreement executed by the bank and by the City. All securities will be received and delivered using standard delivery versus payment procedures (i.e., the City's safekeeping agent will only release payment for a security after the security has been properly delivered). This section is intended to comply with Government Code Sections 53601 and 53608.

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## BUDGET AND FISCAL POLICIES

<b>VIII. INVESTMENTS</b> (continued)
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**F. Reporting**

The City Treasurer will render a monthly report to the City Manager and City Council showing the type of investment, issuing institution, selling institution, date of maturity, par and dollar amount of deposit, current market value for all securities, return on the City's investment portfolio expressed as an annual percentage rate, yield to maturity, cash flow information demonstrating that the City can meet its upcoming financial obligations, and such data as may be required by the City Council. The report will also state its relationship to this statement of investment policy, as directed under the Code. The Treasurer will at least annually submit a recommended updated Investment Policy to be reviewed and approved by the City Council. The City's investment reporting policy meets or exceeds the requirements of Section 53646 of the California Government Code.

**G. Qualified Dealers**

The City will transact investments only with banks, savings and loans, state-licensed investment security broker-dealers, the State of California Local Agency Investment Fund, or brokerage firms designated as primary government dealers by, and regularly reporting to, the New York Federal Reserve Bank. Investment staff will investigate dealers who wish to do business with the City in order to determine if they are adequately capitalized, market securities appropriate to the City's needs, and are recommended by managers of portfolios similar to the City's. The City's Broker/Dealer Questionnaire will be used in this investigation.

The City will, at least annually, send a copy of the current investment policy to all dealers approved to do business with the City. Confirmation of receipt of this policy will be considered as evidence that the dealer understands the City's investment policies, and intends to show the City only appropriate investments.

**H. Authorized Investments**

Investments will be made in the context of the "prudent investor" rule, which states:

Investments will be made with judgment and care, under circumstances then prevailing, which persons of prudence, discretion, and intelligence exercise in the management of their own affairs, not for speculation, but for investment, considering the probable safety of their capital as well as the probable income to be derived.

The City is further governed by the California Government Code, Sections 5922, 16429.1, and 53600 et seq. Within the context of these limitations, the following investments are authorized, as further limited herein:

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## BUDGET AND FISCAL POLICIES

<b>VIII. INVESTMENTS</b> (continued)
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1. United States Treasury Bills, Bonds, and Notes, or those for which the full faith and credit of the United States are pledged for payment of principal and interest. There is no limitation as to the percentage of the portfolio that can be invested in this category. Maturity is not to exceed the projected dates of the City's cash needs or five years, whichever is less.
2. Obligations issued by the Federal Farm Credit Bank System (FFCB), the Federal Home Loan Bank Board (FHLB), the Federal Home Loan Mortgage Corporation (FHLMC), the Federal National Mortgage Association (FNMA), and other United States agency obligations with maturities of five years or less. Although there is no percentage limitation on the dollar amount that can be invested in these issues, the "prudent investor" rule will apply for a single agency name. Maturity is not to exceed the projected dates of the City's cash needs or five years, whichever is less.
3. Bills of exchange or time drafts drawn on and accepted by a commercial bank, otherwise known as banker's acceptances. Banker's acceptances purchased may not exceed 180 days to maturity or 40% of the market value of the portfolio. No more than 10% of the market value of the portfolio may be invested in banker's acceptances issued by any one bank.
4. Commercial paper ranking of the highest letter and number rating by a nationally recognized statistical rating organization (NRSRO), and issued by a domestic corporation having assets in excess of \$500,000,000 and having an "A-1" or better rating on its long-term debentures as provided by a NRSRO. Purchases of eligible commercial paper may not exceed 15% of the market value of the portfolio. No more than 10% of the market value of the portfolio may be invested in commercial paper issued by any one corporation. The City may invest in no more than 10% of a single corporation. The City may invest in no more than 10% of a single corporation's commercial paper. Maturity is not to exceed 180 days.
5. Negotiable certificates of deposit issued by nationally or state-chartered banks or State or Federal savings and loan associations. Negotiable certificates of deposit (NCDs) differ from other certificates of deposit by their deposit liquidity. They are issued against funds deposited for specified periods of time and earn specified or variable rates of interest. NCDs are traded actively in secondary markets. When feasible, an independent trading service will be used as part of the evaluation process. Issuers must be rated "B" or better by Thomson Bank Watch or equivalent rating service, or rated A-1 for deposits by Standard & Poors, or P-1 for deposits by Moodys or comparably rated by a national rating agency. Transactions in NCDs will not collectively exceed 30% of the total portfolio in effect immediately after any such investment is made.

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## BUDGET AND FISCAL POLICIES

<b>VIII. INVESTMENTS (continued)</b>
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6. Repurchase Agreements. The City may invest in repurchase agreements with banks and dealers with which the City has entered into a master repurchase agreement which specifies terms and conditions of repurchase agreements. Transactions will be limited to the primary dealers and the top banking institutions according to the rating agency based on liquidity, profitability, and financial strength. The maturity of repurchase agreements will not exceed thirty days. The market value of securities used as collateral for repurchase agreements will be monitored daily by the investment staff and will not be allowed to fall below 102% of the value of the repurchase agreement plus the value of collateral in excess of the value of the repurchase agreement. In order to conform with provisions of the Federal Bankruptcy Code which provide for the liquidation of securities held as collateral for repurchase agreements, the only securities acceptable as collateral will be certificates of deposit, eligible bankers' acceptances, or securities that are direct obligations of, or that are fully guaranteed as to principal and interest by, the United States or any agency of the United States. No more than 50% of the portfolio may be invested in repurchase agreements, and a "perfected security interest" will always be maintained in the securities subject to a repurchase agreement.
7. Local Agency Investment Fund. The City may invest in the Local Agency Investment Fund (LAIF) established by the State Treasurer for the benefit of local agencies up to the maximum permitted by State law.
8. Time Deposits. As to the deposits of non-surplus funds, the City may invest in non-negotiable time deposits collateralized in accordance with the California Government Code (including, but not limited to, entering into a contract with the depository institution pursuant to California Government Code Section 53649) in those banks and savings and loan associations that meet the requirements for investment in negotiable certificates of deposit. Since time deposits are not liquid, no more than 15% of the portfolio may be invested in this category. The depository institution should have been in existence for at least five years. The City may waive the first \$100,000 of collateral security for such deposits if the institution is insured pursuant to federal law.

In order to secure the uninsured portions of such deposits, an institution will maintain at least 10% in excess of the total amount deposited. Real estate mortgages may not be accepted as collateral. The maximum term for deposits will be one year. In general, the depository institution must have a minimum 6% net worth to assets ratio or the minimum ratio established by the Comptroller of the Currency. The depository institution's operation must have been profitable during their last reporting period.

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## BUDGET AND FISCAL POLICIES

<b>VIII. INVESTMENTS</b> (continued)
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9. Money Market Funds. The City may invest in money market funds that invest solely in U.S. Treasuries, obligations of the U.S. Treasury, and repurchase agreements relating to such treasury obligations. To be eligible, the money market fund must have attained the highest ranking available as evaluated by a nationally recognized rating service and retained an investment advisor with not less than five years' experience and that is registered with the SEC, and which advisor has assets under management in excess of \$500 million.

Except as otherwise noted, this list of authorized investments is intended to apply to the investment of all operating and surplus funds. The investment of bond proceeds will be governed by the permitted investments as specified in the official statement for each bond issue.

**I. Eligible Investments for Funds Held in Trust**

Pursuant to Budget and Fiscal Policy XII.B., the City may participate in an Internal Revenue Code Section 115 Irrevocable Trust, under which a third party administers the investments of the Trust. Investments of the funds held in the Trust shall be made in accordance with Government Code Section 53609 - *Eligible securities for investment of funds held by local agency pursuant to deferred compensation plans*, which states "Notwithstanding the provisions of this chapter or any other provisions of this code, funds held by a local agency pursuant to a written agreement between the agency and employees of the agency to defer a portion of the compensation otherwise receivable by the agency's employees and pursuant to a plan for such deferral as adopted by the governing body of the agency, may be invested in the types of investments set forth in Sections 53601 and 53602 of this code, and may additionally be invested in corporate stocks, bonds, and securities, mutual funds, savings and loan accounts, credit union accounts, life insurance policies, annuities, mortgages, deeds of trust, or other security interests in real or personal property. Nothing herein shall be construed to permit any type of investment prohibited by the Constitution. Deferred compensation funds are public pension or retirement funds for the purposes of Section 17 of Article XVI of the Constitution."

**J. Ineligible Investments**

Investments not described herein, including, but not limited to, reverse repurchase agreements, mutual funds (other than money market funds), zero coupon bonds, inverse floaters, mortgage-derived securities, common stocks and corporate notes and bonds are prohibited from use in the City's investment portfolio.

**K. Swapping of Securities**

A swap is the movement from one security to another and may be done for a variety of reasons, such as to increase yield, lengthen or shorten maturities, to take a profit, or to

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## BUDGET AND FISCAL POLICIES

<b>VIII. INVESTMENTS (continued)</b>
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increase investment quality. The purchase transaction and the sale transaction must each be recorded separately and any losses or gains on the sale must be recorded.

**L. Portfolio Adjustments**

Should an investment percentage-of-portfolio limitation be exceeded due to an incident such as fluctuation in portfolio size, the affected securities may be held to maturity to avoid losses. When no loss is indicated, the Treasurer will consider reconstructing the portfolio basing his or her decision, in part, on the expected length of time the portfolio will be unbalanced.

**M. Policy Review**

This investment policy will be reviewed at least annually to ensure its consistency with the overall objectives of preservation of principal, liquidity, and return, and its relevance to current law and financial and economic trends. The City Council will be responsible for maintaining guidance over this investment policy to ensure that the City can adapt readily to changing market conditions, and will approve any modification to the investment policy prior to implementation.

**N. Ethics and Conflict of Interest**

Officers and employees involved in the investment process will refrain from personal business activity that conflicts with the proper execution of the investment program or impairs their ability to make impartial investment decisions.

In addition, no funds will be invested in negotiable certificates of deposit issued by, or non-negotiable time deposits under contract with a State or Federal credit union if a member of the City Council or any person with investment decision making authority in the administrative office, manager's office, budget office, auditor-controller's office, or treasurer's office of the City also serves on the board of directors, or any committee appointed by the board of directors, or the credit committee or the supervisory committee of the State or Federal credit union issuing the negotiable certificates of deposit or in which the non-negotiable time deposit is proposed to be deposited. Additionally, officers and staff involved in the investment of public funds are required to annually file a Fair Political Practices Commission Statement of Economic Interest form.

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## BUDGET AND FISCAL POLICIES

<b>IX. CAPITAL FINANCING AND DEBT MANAGEMENT</b>
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**A. Capital Financing**

1. The City will consider the use of debt financing only for one-time capital improvement projects and only under the following circumstances:
  - a. When the project's useful life will exceed the term of the financing;
  - b. When project revenues or specific resources will be sufficient to service the long-term debt.
2. The City will integrate debt issuances with the objectives of the Capital Improvement Program and will incorporate such integration in the formulation of the City's Financial Strategic Plan.
3. Debt financing will not be considered appropriate for any recurring purpose such as current operating and maintenance expenditures. The issuance of short-term instruments such as revenue, tax or bond anticipation notes is excluded from this limitation. (See Investment Policy)
4. Capital improvements will be financed primarily through user fees, service charges, assessments, special taxes or developer agreements when benefits can be specifically attributed to users of the facility. Accordingly, development impact fees should be created and implemented at levels sufficient to ensure that new development pays its fair share of the cost of constructing necessary community facilities.
5. Transportation related impact fees are a major funding source in financing transportation system improvements. However, revenues from these fees are subject to significant fluctuation based on the rate of new development. Accordingly, the following guidelines will be followed in designing and building projects funded with transportation impact fees:
  - a. The availability of transportation impact fees in funding a specific project will be analyzed on a case-by-case basis as plans and specification or contract awards are submitted for City Manager or Council approval.
  - b. If adequate funds are not available at that time, the Council will make one of two determinations:
    - Defer the project until funds are available;
    - Based on the high-priority of the project, advance funds from the General Fund, which will be reimbursed as soon as funds become available. Repayment of General Fund advances will be the first use of transportation impact fee funds when they become available.

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## BUDGET AND FISCAL POLICIES

<b>IX. CAPITAL FINANCING AND DEBT MANAGEMENT</b>
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6. The City will use the following criteria to evaluate pay-as-you-go versus long-term financing in funding capital improvements:
  - a. Factors Favoring Pay-As-You-Go Financing:
    - Current revenues and adequate fund balances are available or project phasing can be accomplished;
    - Existing debt levels adversely affect the City's credit rating;
    - Market conditions are unstable or present difficulties in marketing.
  - b. Factors Favoring Long Term Financing:
    - Revenues available for debt service are deemed sufficient and reliable so that long-term financings can be marketed with investment grade credit ratings;
    - The project securing the financing is of the type, which will support an investment grade credit rating;
    - Market conditions present favorable interest rates and demand for City financings;
    - A project is mandated by State or Federal requirements, and resources are insufficient or unavailable;
    - The project is immediately required to meet or relieve capacity needs and current resources are insufficient or unavailable.

### **B. Debt Management**

1. The City will not obligate the General Fund to secure long-term financings except when marketability can be significantly enhanced.
2. An internal feasibility analysis will be prepared for each long-term financing which analyzes the impact on current and future budgets for debt service and operations. This analysis will also address the reliability of revenues to support debt service.
3. The City will generally conduct financings on a competitive basis. However, negotiated financings may be used due to market volatility or the use of an unusual or complex financing or security structure.

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## BUDGET AND FISCAL POLICIES

<b>IX. CAPITAL FINANCING AND DEBT MANAGEMENT</b>
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4. The City will seek an investment grade rating (Baa/BBB or greater) on any direct debt and will seek credit enhancement such as letters of credit or insurance when necessary for marketing purposes, availability and cost-effectiveness.
5. The City will monitor all forms of debt annually coincident with the City's Financial Strategic Plan preparation and review process and report concerns and remedies, if needed, to the Council.
6. The City will diligently monitor its compliance with bond covenants, including but not limited to any Federal tax compliance requirements with respect to any tax-exempt debt obligations, and ensure its adherence to applicable regulations.
7. The City will maintain good, ongoing communications with bond rating agencies about its financial condition. The City will follow a policy of full disclosure on every financial report and bond prospectus (Official Statement).
8. The City will periodically review the requirements of, and will remain in compliance with, any continuing disclosure undertakings, particularly under Rule 15c2-12 promulgated by the Securities and Exchange Commission under the Securities Exchange Act of 1934 with respect to debt issues.
9. The City will diligently monitor the use of proceeds from its debt issues, to ensure that the proceeds will be directed to the intended use. The City will maintain records of the intended use of the proceeds when the debt was originally issued (by keeping related documents, such as the Official Statements, tax certificates, as applicable) and the use of the proceeds at the time they are expended. Such records shall be retained so long as the debt issue (and any subsequent debt issue which refunded the debt) remains outstanding and for three years following the final maturity or redemption. The City shall consult legal counsel regarding the use of proceeds that is a change from the original intended purpose.
10. So long as required by California Government Code Section 8855(k), the City shall file annual report(s) to the California Debt and Investment Advisory Commission ("CDIAC") in accordance with CDIAC's requirements on a timely basis. The City shall retain a copy of each such annual report.
11. In connection with each debt issue, the City will file or cause Bond Counsel or another applicable member of the financing team to file on behalf of the City, a report of proposed issuance and a report of final sale, as required by California Government Code Section 8855(i) and (j).

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## BUDGET AND FISCAL POLICIES

<b>IX. CAPITAL FINANCING AND DEBT MANAGEMENT</b>
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### **C. Debt Capacity**

1. General Purpose Debt Capacity. The City will carefully monitor its levels of general-purpose debt. Because our general-purpose debt capacity is limited, it is important that we only use general-purpose debt financing for high-priority projects where we cannot reasonably use other financing methods for two key reasons:
  - a. Funds borrowed for a project today are not available to fund other projects tomorrow;
  - b. Funds committed for debt repayment today are not available to fund operations in the future. In evaluating debt capacity, general-purpose annual debt service payments should generally not exceed 10% of General Fund revenues; and in no case should they exceed 15%. Further, direct debt will not exceed 2% of assessed valuation; and no more than 60% of capital improvement outlays will be funded from long-term financings.

### **D. Independent Disclosure Counsel**

For any public offering debt issue, the City will retain independent disclosure counsel to assist with the preparation of the official statement or any other similar offering document and the continuing disclosure agreement. The roles of bond counsel and disclosure counsel may be served by the same firm, based on the City's determination on a case-by-case basis.

### **E. Land-Based Financings**

1. Public Purpose. There will be a clearly articulated public purpose in forming an assessment or special tax district in financing public infrastructure improvements. This should include a finding by the Council as to why this form of financing is preferred over other funding options such as impact fees, reimbursement agreements or direct developer responsibility for the improvements.
2. Eligible Improvements. Except as otherwise determined by the Council when proceedings for district formation are commenced, preference in financing public improvements through a special tax district will be given for those public improvements that help achieve clearly identified community facility and infrastructure goals in accordance with adopted facility and infrastructure plans as set forth in key policy documents such as the General Plan, Specific Plan, Facility or Infrastructure Master Plans, or Capital Improvement Plan.

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## BUDGET AND FISCAL POLICIES

<b>IX. CAPITAL FINANCING AND DEBT MANAGEMENT</b>
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Such improvements include study, design, construction and/or acquisition of:

- a. Public safety facilities;
  - b. Major transportation system improvements, such as freeway interchanges; bridges; intersection improvements; construction of new or widened arterial or collector streets (including related landscaping and lighting); sidewalks and other pedestrian paths; transit facilities; and bike paths;
  - c. Storm drainage, creek protection and flood protection improvements;
  - d. Parks, trails, community centers and other recreational facilities;
  - e. Open space;
  - f. Cultural and social service facilities;
  - g. Other governmental facilities and improvements such as offices, information technology systems and telecommunication systems.
3. Active Role. Even though land-based financings may be a limited obligation of the City, we will play an active role in managing the district. This means that the City will select and retain the financing team, including the financial advisor, bond counsel, trustee, appraiser, disclosure counsel, assessment engineer, special tax consultant and underwriter, as appropriate. Any costs incurred by the City in retaining these services will generally be the responsibility of the property owners or developer, and will be advanced via a deposit when an application is filed; or will be paid on a contingency fee basis from the proceeds from the bonds.
4. Credit Quality. When a developer requests a district, the City will carefully evaluate the applicant's financial plan and ability to carry the project, including the payment of assessments and special taxes during build-out. This may include detailed background, credit and lender checks, and the preparation of independent appraisal reports and market absorption studies. For districts where one property owner accounts for more than 25% of the annual debt service obligation, a letter of credit further securing the financing may be required.
5. Reserve Fund. A reserve fund should be established in the lesser amount of: the maximum annual debt services; 125% of the annual average debt service; or 10% of the bond proceeds.

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## BUDGET AND FISCAL POLICIES

<b>IX. CAPITAL FINANCING AND DEBT MANAGEMENT</b>
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6. Value-to-Debt Ratios. The minimum value-to-debt ratio should generally be 4:1. This means the value of the property in the district, with the public improvements, should be at least four times the amount of the assessment or special tax debt. In special circumstances, after conferring and receiving the concurrence of the City's financial advisor and bond counsel that a lower value-to-debt ratio is financially prudent under the circumstances; the City may consider allowing a value-to-debt ratio of 3:1. The Council should make special findings in this case.
7. Appraisal Methodology. Determination of value of property in the district will be based upon the full case value as shown on the ad valorem assessment roll or upon an appraisal by an independent Member Appraisal Institute (MAI). The definitions, standards and assumptions to be used for appraisals will be determined by the City on a case-by-case basis, with input from City consultants and district applicants, and by reference to relevant materials and information promulgated by the State of California, including the Appraisal Standards for Land Secured Financings prepared by the California Debt and Investment Advisory Commission.
8. Capitalized Interest During Construction. Decisions to capitalize interest will be made on a case-by-case basis, with the intent that if allowed, it should improve the credit quality of the bonds and reduce borrowing costs, benefiting both current and future property owners.
9. Maximum Burden. Annual assessments (or special taxes in the case of Mello-Roos or similar districts) should generally not exceed 1% of the sales price of the property; and total property taxes, special assessments and special taxes payments collected on the tax roll should generally not exceed 2%.
10. Benefit Apportionment. Assessments and special taxes will be apportioned according to a formula that is clear, understandable, equitable and reasonably related to the benefit received by, or burden attributed to, each parcel with respect to its financed improvement. Any annual escalation factor should generally not exceed 2%.
11. Special Tax District Administration. In the case of Mello-Roos or similar special tax districts, the total maximum annual tax should not exceed 110% of annual debt service. The rate and method of apportionment should include a back-up tax in the event of significant changes from the initial development plan, and should include procedures for prepayments.
12. Foreclosure Covenants. In managing administrative costs, the City will establish minimum delinquency amounts per owner, and for the district as a whole, on a case-by-case basis before initiating foreclosure proceedings.

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## BUDGET AND FISCAL POLICIES

<b>IX. CAPITAL FINANCING AND DEBT MANAGEMENT</b>
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13. Disclosure to Bondholders. In general, each property owner who accounts for more than 10% of the annual debt service or bonded indebtedness must provide ongoing disclosure information annually as described under SEC Rule 15(c)-12.
14. Disclosure to Prospective Purchasers. Full disclosure about outstanding balances and annual payments should be made by the seller to prospective buyers at the time that the buyer bids on the property. It should not be deferred to after the buyer has made the decision to purchase. When appropriate, applicants or property owners may be required to provide the City with a disclosure plan.

### F. Conduit Financings

1. The City will consider requests for conduit financing on a case-by-case basis using the following criteria:
  - a. The City's bond counsel will review the terms of the financing, and render an opinion that there will be no liability to the City in issuing the bonds on behalf of the applicant;
  - b. There is a clearly articulated public purpose in providing the conduit financing;
  - c. The applicant is capable of achieving this public purpose.
2. This means that the review of requests for conduit financing will generally be a two-step process:
  - a. First asking the Council if they are interested in considering the request, and establishing the ground rules for evaluating it;
  - b. And then returning with the results of this evaluation, and recommending approval of appropriate financing documents if warranted.

This two-step approach ensures that the issues are clear for both the City and applicant, and that key policy questions are answered.
3. The work scope necessary to address these issues will vary from request to request, and will have to be determined on a case-by-case basis. Additionally, the City should generally be fully reimbursed for our costs in evaluating the request; however, this should also be determined on a case-by-case basis.

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## BUDGET AND FISCAL POLICIES

<b>IX. CAPITAL FINANCING AND DEBT MANAGEMENT</b>
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### **G. Refinancings**

1. General Guidelines. Periodic reviews of all outstanding debt will be undertaken to determine refinancing opportunities. Refinancings will be considered (within Federal tax law constraints) under the following conditions:
  - a. There is a net economic benefit;
  - b. It is needed to modernize covenants that are adversely affecting the City's financial position or operations;
  - c. The City wants to reduce the principal outstanding in order to achieve future debt service savings, and it has available working capital to do so from other sources.
2. Standards for Economic Savings. In general, refinancing for economic savings will be undertaken whenever net present value savings of at least five percent (5%) of the refunded debt can be achieved.
  - a. Refinancings that produce net present value savings of less than five percent will be considered on a case-by-case basis, provided that the present value savings are at least three percent (3%) of the refunded debt.
  - b. Refinancings with savings of less than three percent (3%), or with negative savings, will not be considered unless there is a compelling public policy objective.

### **H. Types of Debt That May be Issued**

1. To implement the financing (or refinancing) objectives, the City will consider the issuance of generally accepted types of debt, including:
  - a. Revenue Bonds – limited-liability obligations tied to a specific enterprise or special fund revenue stream where the projects financed clearly benefit or relate to the enterprise or are otherwise permissible uses of the special revenue;
  - b. Special Assessment/Special Tax Bonds – limited liability obligations secured by special assessments or special taxes as described above under "Land-Based Financings";

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## BUDGET AND FISCAL POLICIES

<b>IX. CAPITAL FINANCING AND DEBT MANAGEMENT</b>
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- c. General Fund Supported Lease Revenue Bonds or Certificates of Participation – generally involves a lease arrangement between the City and a joint powers authority (or another entity), whereby bonds are issued by the authority for the financing of the project, and the City agrees to make lease payments in sufficient amounts to secure debt service payments on the bonds.
  - d. General Obligation Bonds – bonds secured by a dedicated property tax override (*i.e.*, a property tax in excess of the 1% basic *ad valorem* property tax rate) that will be issued only after voter approval pursuant to the State Constitution and other applicable laws.
  - e. Tax Increment Bonds – bonds secured by a portion of *ad valorem* property tax that are allocated to a successor agency (to a former redevelopment agency) or another entity formed pursuant by law (such as an enhanced infrastructure financing district or a community revitalization infrastructure district). The successor agency will consider issuance of bonds for refunding purposes. The City has not yet formed any enhanced infrastructure financing district, community revitalization infrastructure district or any similar entity, and will undertake applicable legal and feasibility analysis at the time of consideration of the formation of any such entity.
  - f. Conduit Financing Bonds – bonds as described above under “Conduit Financings,” for which debt service will be secured by the applicant’s payments and the role of the City (or the City affiliated entity) will be limited to be the conduit issuer, without financial liability.
2. The above list is not exhaustive. The City may from time to time consider other types of debt to accommodate its financing and refinancing objectives.

### I. Policy Goals Related to Planning Goals and Objectives

- 1. It is a policy goal of the City to protect taxpayers and constituents by utilizing conservative financing methods and techniques so as to obtain the highest practical credit ratings (if applicable) and the lowest practical borrowing costs.
- 2. The City is committed to financial planning, maintaining appropriate reserves levels and employing prudent practices in governance, management and budget administration, including debt issuance and management.

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## BUDGET AND FISCAL POLICIES

<b>IX. CAPITAL FINANCING AND DEBT MANAGEMENT</b>
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3. The City will comply with applicable State and Federal law as it pertains to the maximum term of debt and the procedures for levying and imposing any related taxes, assessments, rates and charges.

### **J. Creation of Services Community Facilities Districts**

#### **1. Introduction**

- a. It is the City's goal to support new development projects that address public need and provide a public benefit. In consideration of these projects, the City desires to ensure that the provision of both general services and public safety services are addressed.
- b. The City shall require developments that propose an increase in a higher density residential use than what is currently allowed by the General Plan or Zoning Code to form, or annex into, a Community Facilities District (CFD) pursuant to the Mello-Roos Community Facilities Act of 1982, as amended, for the purposes of providing municipal services and public safety services.
- c. The City shall make the final determination as to which public financing mechanism, if any, shall be used to assist in the funding of a service. The City may confer with the applicant to learn of any unique circumstances before making its final determination.

#### **2. Eligible Expenses**

- a. All City and any consultant costs incurred in evaluating applications requesting the establishment of CFDs shall be paid by the applicant by advance deposit increments, or as otherwise agreed upon in writing by the City. The City shall not incur any non-reimbursable expense for processing such applications. Expenses not chargeable to the District shall be borne by the applicant.
- b. In general, the services to be financed by a public services CFD are those identified in the Mello-Roos Community Facilities Act which are provided by the City including:
  - i. Police protection services, including but not limited to, criminal justice services.

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## BUDGET AND FISCAL POLICIES

<b>IX. CAPITAL FINANCING AND DEBT MANAGEMENT</b>
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- ii. Fire protection and suppression services, and ambulance and paramedic services.
  - iii. Provision of municipal services including, but not limited to, parks and park maintenance, street maintenance, facility maintenance, parkway maintenance, recreation funding, library services, open space, flood and storm protection services, and operation of museums and cultural facilities.
  - iv. Other services as may be permitted pursuant to the Mello-Roos Community Facilities Act as it may be amended from time to time.
- 3. Selection of Consultants
  - a. The City shall select and solely manage, coordinate, and direct the work of the special tax consultant, assessment engineer, financial advisor, special district administrator, and other professionals and consultants it deems appropriate in relation to the formation of, or annexation into, a Services CFD.
- 4. Fiscal Impact Analysis (FIA)
  - a. The City shall enter into an agreement with a third party consultant to conduct a fiscal impact analysis that analyzes the cost of the provision of services to the proposed development.
    - i. The applicant shall be responsible for incurring all costs of the FIA and pay a deposit in advance, or as otherwise agreed upon, in writing, by the City.
    - ii. The FIA shall utilize the final project description, as provided by the applicant, for analysis. The project description must also match that description used for the necessary California Environmental Quality Act (CEQA) analysis.
    - iii. The FIA shall utilize the most current adopted budget data, to be provided by the City, to develop the projected cost of services relative to the proposed development. The most current available data regarding CPI and other inflators, contract increases, expenditure and revenue trends, and future known legislation affecting the City's budget shall be used.

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## BUDGET AND FISCAL POLICIES

<b>IX. CAPITAL FINANCING AND DEBT MANAGEMENT</b>
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- iv. The FIA shall maintain a 1:1,000 police officer ratio, as the population of the City continues to increase.
  - v. If the FIA is completed more than one year prior to the completion of the entitlement process, the FIA shall be updated to reflect the most recent budget data.
  - vi. If a significant change in in the City's fiscal environment occurs between the finalization of the FIA and the completion of the entitlement process, the City may require an updated FIA to be completed.
- 5. Rate and Method of Apportionment
  - a. The findings of the FIA will be utilized in the determination of the rate and method of apportionment (RMA) for the CFD, as calculated by a third party special tax consultant, after the proposed development has received its entitlements.
  - b. The RMA should provide for an annual increase in the maximum special tax.
  - c. For residential components of development projects, the projected ad valorem tax and other direct and overlapping debt for the proposed CFD shall not exceed 2.0% of the anticipated initial sales price to the ultimate home buyer, per City policy. Any deviations from the foregoing will not be permitted unless specifically approved by the City Council.
  - d. The term of the Services CFD shall be in perpetuity.
  - e. The City will consider the apportionment of assessments to those properties that are found by the assessment engineer to be benefited by the municipal services provided. The assessment engineer will review the services provided to each parcel in order to comply with the requirements of Proposition 218 and applicable State statutes.
  - f. The rate and method of special taxes will be structured in such a manner as to result in a fair and reasonable taxing structure. The City and its special tax consultant will consider input from the proponent of the development project, but the City will make the final determination.

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## BUDGET AND FISCAL POLICIES

<b>IX. CAPITAL FINANCING AND DEBT MANAGEMENT</b>
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6. Deposit/Reimbursement Agreement
  - a. As stipulated in Section B.1 of this policy, all City and any consultant costs incurred in evaluating applications requesting the establishment of CFDs shall be paid by the applicant by advance deposit increments, or as otherwise agreed upon in writing by the City.
  - b. The City and the applicant shall enter into a Deposit/Reimbursement Agreement that stipulates the terms of payment for the costs in conducting proceedings for the formation of the Services Community Facility District.
  - c. The Finance Director may draw upon the deposits to pay costs including, but not limited to: fees and expenses of any consultants employed in connection with the formation or annexation of the CFD; the costs of publication of notices; appraisal or other studies determined necessary; and reasonable charges for City staff time.
7. Conditions for Project Approval for New Projects
  - a. Effective upon adoption of this policy, the City shall require all developments that propose an increase in a higher density residential use than what is currently allowed by the General Plan or Zoning Code to form or annex into a CFD pursuant to the Mello-Roos Community Facilities Act of 1982, as amended, for the purposes of providing general municipal services and public safety services, for the purpose of offsetting the cost of providing said services to new residents. Determination of an eligible CFD will be made at the discretion of the City. If an eligible CFD does not exist, a new services CFD formation will be required. It is the City's goal to provide a consistent level of service to all City residents.
  - b. The City may choose to enter into a Development Agreement with the applicant, requiring the development to form, or annex into, the Services CFD.
  - c. If no Development Agreement is entered into between the City and the applicant, a condition of approval will be placed upon the project during the entitlement phase, stipulating that prior to the approval of any map, it will be required that the development form, or annex into, a Services CFD.

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## BUDGET AND FISCAL POLICIES

<b>IX. CAPITAL FINANCING AND DEBT MANAGEMENT</b>
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- d. The City, in conjunction with its financial advisors, shall determine whether the aggregate cost of public services, allowable under statute, shall equal an amount that renders the formation of a District economically both cost-effective and efficient.
- e. The City will work, on a case by case basis, to determine the appropriate tax rate to be levied for proposed projects, in conjunction with a Services CFD applying for the development of affordable housing, as defined by the California Health and Safety Code.

<b>X. INTERFUND TRANSFERS AND LOANS POLICY</b>
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**A. Establishment of Various Funds**

The City has established various funds to account for revenues whose use should be restricted to certain activities. Accordingly, each fund exists as a separate financing entity from other funds, with its own revenue sources, expenditures and fund equity

**B. Transfer Between Funds**

Any transfers between funds for operating purposes are set forth in the budget. These operating transfers, under which financial resources are transferred from one fund to another, are distinctly different from interfund borrowings, which are usually made for temporary cash flow reasons, and are not intended to result in a transfer of financial resources. In summary, interfund transfers result in a change in fund equity; interfund borrowings do not, as the intent is to repay the loan in the near term.

**C. Interfund Loans**

Interfund loans may be appropriate whenever the loan is expected to be repaid within the immediate future. The most common use of interfund loans is for grant programs, where costs are incurred before drawdowns are initiated and received. Receipt of funds is typically received shortly after the request for funds has been made.

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## BUDGET AND FISCAL POLICIES

<b>XI. APPROPRIATIONS LIMITATION</b>
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**A. Adopting a Resolution**

The Council will annually adopt a resolution establishing the City's appropriations limit calculated in accordance with Article XIII-B of the Constitution of the State of California, Section 7900 of the State of California Government Code, and any other voter approved amendments or state legislation that affect the City's appropriations limit.

**B. Supporting Documentation Available for Review**

The supporting documentation used in calculating the City's appropriations limit and projected appropriations subject to the limit will be available for public and Council review at least fifteen days before Council consideration of a resolution to adopt an appropriations limit. The Council will generally consider this resolution in connection with final approval of the budget.

**C. Calculating Appropriations**

The City will strive to develop revenue sources, both new and existing, which are considered non-tax proceeds, in calculating its appropriations subject to limitation.

**D. Review of User Fees and Charges**

The City will annually review user fees and charges and report to the Council the amount of program subsidy, if any, that is being provided by the General Fund. An annual inflator is automatically calculated each year based on changes in the Consumer Price Index.

**E. Support of Legislation or Initiatives**

The City will actively support legislation or initiatives sponsored or approved by League of California Cities which would modify Article XIII-B of the Constitution in a manner which would allow the City to retain projected tax revenues resulting from growth in the local economy for use as determined by the Council.

**F. Voter Approval to Amend Appropriation Limit**

The City will seek voter approval to amend its appropriation limit at such time that tax proceeds are in excess of allowable limits.

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## BUDGET AND FISCAL POLICIES

<b>XII. PENSION RATE STABILIZATION POLICY</b>
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**A. Establishment of an Internal Revenue Code (IRC) Section 115 Irrevocable Trust**

The City contracts with the California Public Employees Retirement System (CalPERS) to provide pension benefits to its employees. The pension is funded with a combination of employer and employee contributions. To mitigate the volatility in the employer contribution rates, the City has established a Section 115 Trust to prefund its pension obligations. Assets from the Trust are restricted for the payment of pension obligations.

**B. Funding of an Internal Revenue Code (IRC) Section 115 Irrevocable Trust**

The primary benefit of a Section 115 Trust is the flexibility of investment options available to the Trust that cities are prohibited from utilizing. The broader investment options have the ability to generate higher yields and investment earnings, thereby increasing the assets held in trust.

To establish the Section 115 Trust, a one-time contribution of \$8 million will be deposited as seed funding during Fiscal Year 2017-18.

Effective Fiscal Year 2018-19 and every year thereafter until amended by Council;

1. At a minimum, an amount equivalent to 26% of Total Payroll may be deposited into the Section 115 Trust in July for the ensuing fiscal year, so long as the City has adequate cash flow for operations.
2. Thirty percent (30%) of the Operating Budget Surplus within the General Fund may be deposited into the Section 115 Trust, up to a maximum contribution of \$2 million per year. The Operating Budget Surplus is defined as the excess amount over the budgeted Revenue over Expenditures calculation.
3. Additional Trust contributions may be programmed through the Annual Operating Budget process each year, as approved by Council.

Annual pension liability payments to CalPERS shall be made from the proceeds of the Section 115 Trust, so long as adequate proceeds are available in the Section 115 Trust.

<b>XIII. SIGNATURE DELEGATION POLICY</b>
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**A. Delegation of City Manager Signature Authority on Contracts and Agreements**

In accordance with the Budget Resolution Section 1.E-F., the City Manager may authorize expenditures of funds in the amounts up to sixty thousand dollars (\$60,000). Any expenditures in excess of \$60,000 requires City Council action.

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## BUDGET AND FISCAL POLICIES

### **XIII. SIGNATURE DELEGATION POLICY**

#### **A. Delegation of City Manager Signature Authority, continued**

With regard to contracts and agreements, the City Manager hereby delegates his signature authority, up to \$60,000 as follows:

1. **Temecula Community Service District** contracts and agreements may be approved by the Director of Community Services for the following contract types:
  - a. Entertainment, Performance and Event Agreements
2. **Public Works** contracts and agreements may be approved by the Director of Public Works for the following contract types:
  - a. Maintenance Agreements
  - b. Minor Construction Agreements
3. **“Approved As To Form”** approval on all agreements, with the exception of those noted below, may be approved by the Purchasing Manager, up to \$8,000. All contracts and agreements in excess of \$8,000, must be Approved As To Form by the City Attorney, or his/her designee.
  - a. Successor Agency Agreements
  - b. Housing Authority Agreements
  - c. Preservation of Cultural Resource Agreements
  - d. Leases
  - e. Licenses Agreements
  - f. Settlement Agreements

#### **B. Delegation of City Manager Settlement Authority**

In accordance with the Budget Resolution Section 1.G., the City Manager, in consultation with the City Attorney, is authorized to settle personal injury and property damage lawsuits and enter into settlement agreements on behalf of the City, Temecula Community Services District, and the Successor Agency to the Temecula Redevelopment Agency where the amount of the settlement does not exceed twenty-five thousand dollars (\$25,000).

1. For all Personal Injury and Property Claim settlements, the City Manager hereby delegates his signature authority to the Risk Manager to negotiate settlements up to \$8,000.

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## BUDGET AND FISCAL POLICIES

### **XV. EMERGENCY APPROPRIATION POLICY**

In the event of an emergency resulting from acts of nature or other unforeseen activity, the City Manager is authorized to appropriate budgetary funds for the emergency purchase of goods and services to address such emergency.

In the event the emergency requires a significant Public Works response, an emergency exemption to the Public Works bidding requirements must be approved by the City Council via an Emergency Exemption Resolution.

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## SUMMARY OF CHANGES IN AUTHORIZED POSITIONS, PERSONNEL AND BENEFIT COSTS

The City has established a policy that focuses on streamlining processes and enhancing efficiencies in order to maintain essential public services to the community. This is accomplished by annual reviews of the organizational structure of each department to address the level of service needs of the department consistent with the City's Quality of Life Master Plan.

Total authorized Full Time Equivalent (FTE) positions total 176.45 authorized positions, which reflects an increase of 4.75 positions compared to the prior year. Two of the authorized positions (Office Specialist and Community Services Manager) are associated with the Margarita Recreation Center (former YMCA facility) and will remain unfunded until the facility has been rehabilitated.

### Changes from Prior Year

A total of 4.75 new positions have been added to the 2019-20 Schedule of Authorized Positions:

- 0.75 Office Aide III (City Manager Department)
- 1.0 Office Specialist II (Public Works Department)
- 1.0 IT Technician-Media (Information Technology Department)
- 1.0 Management Aide I (TCSD – Human Services Department)
- 1.0 Park Ranger I (TCSD – Park Rangers Department)

The City Manager Office Aide III position is a part-time, benefitted position. This position will provide support to the City Manager's office by performing a variety of clerical duties and support functions.

The Public Works Office Specialist II position will provide administrative support for the CIP engineering staff by performing a full range of general clerical support functions.

The Information Technology IT Media Technician will provide media services support which will enable the Media Services Division to meet the demand for their services which include video production, management of public access television, maintenance of audiovisual equipment and the management of the City website and social media accounts.

The Community Services Management Aide I position will provide support for the growth and success of inclusive services in Human Services Division as well as provide support to the Senior Center Division.

The Community Services Park Ranger I position will provide professional and technical assistance to the public so that they may enjoy and safely use City parks and recreation facilities. This position will increase the coverage areas throughout the City and expand daily patrol at City facilities.

Pursuant to Section 1.D. of the Resolution of the City Council of the City of Temecula Adopting the Fiscal Year 2019-20 Annual Operating Budget and Establishing Controls on Changes in Appropriations, the City Manager is authorized to make changes to the Schedule of Authorized Positions.

### Employee Salaries

Pursuant to Section 10 of the Memorandum of Understanding (MOU) between the City of Temecula and Teamsters Local 911, employee wages are subject to a cost of living adjustment (COLA), 2019. As a result

of the increase in the Consumer Price Index, the COLA will be 3% which will be provided to all eligible employees on July 1, 2019. The estimated annual cost of the COLA is \$426,210.

Pursuant to Section 47.3 of the MOU, a Reclassification Request Process is available to represented employees whose work has fundamentally changed due to a department reorganization, changes to staffing levels, introduction of new programs or services, and/or reallocations of work and internal reporting relationships. Per this section of the MOU, employees may request an evaluation of their job duties by an independent consultant, to determine the proper job classification for the work performed.

This Reclassification Request Process is also available to employees covered under the Management Compensation Plan (MCP), as outlined in Section 31.3.

In accordance with the aforementioned provisions of the MOU and MCP, a total of 6 employees received reclassifications, effective July 1, 2019. A total of three Represented employees and three Management employees, at a total cost of \$37,179 for Fiscal Year 2019-20.

#### **Employee Benefits**

The City contributes to the California Public Employees Retirement System (CalPERS), a multiple-employer public employee defined benefit pension plan for all authorized employees and temporary employees who work more than 1,000 hours per year, or who have previously been part of CalPERS pension program. CalPERS provides retirement and disability benefits, annual cost of living adjustments, and death benefits to plan members and beneficiaries. CalPERS acts as a common investment and administrative agent for participating public entities within the State of California. Benefit provisions and all other requirements are established by the State statute and City ordinance, with the City providing benefits based on a “2.7% at 55” formula for current employees hired prior to September 11, 2011 (Tier 1). There is a “2.0% at 60” formula for employees hired after September 11, 2011 (Tier 2). For employees hired after January 1, 2013, who were not previously in the CalPERS system (or a reciprocal California pension system), a “2% at 62” formula as defined by the Public Employees’ Pension Reform Act of 2013 (PEPRA) is provided. The City pays a contribution on behalf of authorized employees; (5% for Tier 1 and 4% for Tier 2 employees), in addition to the required actuarially determined employer contribution rate. The annual cost of CalPERS pension for Authorized personnel for Fiscal Year 2019-20 is estimated to be \$4,525,430.

The City provides a Section 125 Flexible Benefits Plan for all authorized employees. The total monthly cafeteria allotment is \$1,200 from which employees can purchase health, dental, life, and disability insurance benefits. Also included in this Plan are options for medical and dependent care reimbursement, deferred compensation, or a “cash back” option. The cafeteria allotment is also provided to eligible retirees as part of the City’s retiree health plan.

As part of the MOU and MCP agreements, in addition to the cafeteria allotment, the City provides employees a \$400 per month contribution to a Health Flex Contribution account to be used for medical, dental or vision premiums, or directed to a Healthcare Flexible Spending Account. Any unused amount not utilized for these purposes will be forfeited.

The annual cost of the cafeteria benefit plan for Fiscal Year 2019-20 is estimated to be \$3,378,942.



## SCHEDULE OF AUTHORIZED POSITIONS

As of July 1, 2019

	FY2019-20 Number of Positions	Salary Schedule		Bargaining Unit*	Exempt/ Non- Exempt
		Monthly Salary Minimum	Maximum		
<b><u>CITY COUNCIL</u></b>					
Councilmember	5.0	600	800	N/A	E
<b>City Council Subtotal:</b>	<b>5.0</b>				
<b><u>CITY MANAGER</u></b>					
Assistant City Manager	1.0	12,850	18,157	Exec	E
Assistant to the City Manager	1.0	9,276	13,107	MCP	E
City Manager	1.0	N/A	19,892	Contract	E
Executive Assistant	1.0	4,444	6,279	MCP	E
Office Aide III	0.75	2,921	3,739	Rep	NE
<b>City Manager Subtotal:</b>	<b>4.75</b>				
<b><u>ECONOMIC DEVELOPMENT</u></b>					
Administrative Assistant (Confidential)	1.0	3,832	5,415	MCP	NE
Economic Development Manager	1.0	7,651	10,810	MCP	E
Management Aide III	0.5	3,832	4,905	Rep	NE
Management Analyst	1.0	5,689	8,038	MCP	E
Senior Management Analyst	1.0	6,279	8,872	MCP	E
<b>Economic Development Subtotal:</b>	<b>4.5</b>				
<b><u>CITY CLERK</u></b>					
Administrative Assistant	1.0	3,832	4,905	Rep	NE
Director of Legislative Affairs/City Clerk	1.0	10,547	14,902	Exec	E
Management Aide III	1.0	3,832	4,905	Rep	NE
Office Specialist II	1.0	3,304	4,230	Rep	NE
Records Manager	1.0	5,831	8,239	MCP	E
Records Technician	1.0	3,387	4,336	Rep	NE
<b>City Clerk Subtotal:</b>	<b>6.0</b>				
<b><u>HUMAN RESOURCES</u></b>					
Human Resources Manager	1.0	7,651	10,810	MCP	E
Human Resources Technician I (Confidential)	1.0	4,444	6,279	MCP	NE
Senior Management Analyst	1.0	6,279	8,872	MCP	E
Senior Office Specialist (Confidential)	1.0	3,647	5,154	MCP	NE
<b>Human Resources Subtotal:</b>	<b>4.0</b>				
<b><u>EMERGENCY MANAGEMENT</u></b>					
Risk Manager	1.0	7,651	10,810	MCP	E
<b>Emergency Management Subtotal:</b>	<b>1.0</b>				



## SCHEDULE OF AUTHORIZED POSITIONS

As of July 1, 2019

	FY2019-20 Number of Positions	Salary Schedule		Bargaining Unit*	Exempt/ Non- Exempt
		Minimum	Maximum		
<b><u>FINANCE</u></b>					
Accountant I (Confidential)	1.0	5,831	8,239	MCP	NE
Accounting Assistant	2.0	4,127	5,283	Rep	NE
Accounting Assistant - Cashier	1.0	4,127	5,283	Rep	NE
Accounting Technician I	1.0	4,555	5,831	Rep	NE
Accounting Technician II	1.0	4,786	6,126	Rep	NE
Business License Technician	1.0	4,555	5,831	Rep	NE
Director of Finance	1.0	11,357	16,048	Exec	E
Fiscal Services Manager	2.0	7,651	10,810	MCP	E
Payroll Coordinator (Confidential)	1.0	4,555	6,436	MCP	NE
Purchasing Manager	1.0	6,436	9,094	MCP	E
Senior Management Analyst	1.0	6,279	8,872	MCP	E
<b>Finance Subtotal:</b>	<b>13.0</b>				
<b><u>INFORMATION TECHNOLOGY</u></b>					
Administrative Assistant	0.5	3,832	4,905	Rep	NE
Assistant Director Information Technology/Support Svcs	1.0	9,094	12,850	MCP	E
Director of Information Technology/Support Svcs	1.0	10,547	14,902	Exec	E
Information Technology Manager	1.0	8,239	11,641	MCP	E
Information Technology Specialist I	1.0	5,283	6,762	Rep	NE
Information Technology Specialist II	1.0	5,550	7,104	Rep	NE
Information Technology Supervisor	2.0	6,762	8,656	Rep	NE
Information Technology Technician I	1.0	4,555	5,831	Rep	NE
Senior Information Technology Specialist	3.0	6,126	7,842	Rep	NE
<b><u>Support Services</u></b>					
Office Specialist II - AM	0.6	3,304	4,230	Rep	NE
Office Specialist II - PM	0.6	3,304	4,230	Rep	NE
Support Services Supervisor	1.0	4,026	5,154	Rep	NE
Support Services Technician	0.5	3,304	4,230	Rep	NE
<b>Information Technology Subtotal:</b>	<b>14.2</b>				



## SCHEDULE OF AUTHORIZED POSITIONS

As of July 1, 2019

	FY2019-20 Number of Positions	Salary Schedule		Bargaining Unit*	Exempt/ Non- Exempt
		Minimum	Maximum		
<b><u>COMMUNITY DEVELOPMENT</u></b>					
Administrative Assistant	1.0	3,832	4,905	Rep	NE
Director of Community Development	1.0	11,357	16,048	Exec	E
Principal Management Analyst	1.0	6,931	9,794	MCP	E
<b>SARDA/CDBG/Service Level D</b>					
Assistant Planner	0.25	5,283	6,762	Rep	NE
Associate Planner II	0.6	6,436	8,239	Rep	NE
Senior Planner	0.4	7,104	10,038	MCP	E
<b>Planning</b>					
Assistant Planner	1.75	5,283	6,762	Rep	NE
Associate Planner I	2.0	5,831	7,464	Rep	NE
Associate Planner II	0.4	6,436	8,239	Rep	NE
Community Development Technician I	2.0	4,230	5,415	Rep	NE
Community Development Technician II	2.0	4,669	5,977	Rep	NE
Office Specialist II	0.5	3,304	4,230	Rep	NE
Planning Technician	1.0	4,786	6,126	Rep	NE
Principal Planner	1.0	7,842	11,080	MCP	E
Senior Planner	0.6	7,104	10,038	MCP	E
<b>Building and Safety/Code Enforcement</b>					
Building Inspector I	1.0	5,415	6,931	Rep	NE
Building Inspector II	3.0	5,977	7,651	Rep	NE
Building Official	1.0	9,555	13,500	MCP	E
Code Enforcement Officer I	1.0	4,444	5,689	Rep	NE
Code Enforcement Officer II	1.0	4,905	6,279	Rep	NE
Community Development Processing Supervisor	1.0	5,689	7,282	Rep	NE
Office Specialist II	0.5	3,304	4,230	Rep	NE
Senior Building Inspector	1.0	6,597	8,445	Rep	NE
Senior Code Enforcement Officer	1.0	5,415	6,931	Rep	NE
Senior Office Specialist	2.0	3,647	4,669	Rep	NE
<b>Community Development Subtotal:</b>	<b>28.0</b>				
<b><u>PUBLIC WORKS</u></b>					
Administrative Assistant	1.0	3,832	4,905	Rep	NE
Director of Public Works	1.0	12,231	17,282	Exec	E
Principal Management Analyst	1.0	6,931	9,794	MCP	E
<b>CIP Administration</b>					
Associate Civil Engineer	2.0	7,651	9,794	Rep	E
Associate Engineer II	3.0	7,282	9,322	Rep	E
Office Specialist II	1.0	3,304	4,230	Rep	E
Principal Civil Engineer	1.0	9,555	13,500	MCP	E
Public Works Inspector II	1.0	4,905	6,279	Rep	E
Senior Civil Engineer	2.0	8,404	11,875	MCP	E
Senior Public Works Inspector (Y-Rate)	1.0	5,585	7,150	Rep	NE
<b>Land Development</b>					
Associate Civil Engineer	2.0	7,651	9,794	Rep	E
Associate Engineer I	1.0	6,597	8,445	Rep	NE
Associate Engineer II	2.0	7,282	9,322	Rep	E
Office Specialist II	1.0	3,304	4,230	Rep	NE



## SCHEDULE OF AUTHORIZED POSITIONS

As of July 1, 2019

	FY2019-20 Number of Positions	Salary Schedule		Bargaining Unit*	Exempt/ Non- Exempt
		Minimum	Maximum		
Principal Civil Engineer (Underfill as Senior Civil Engineer)	1.0	9,555	13,500	MCP	E
Public Works Inspector II	1.0	4,905	6,279	Rep	NE
Senior Public Works Inspector	1.0	5,415	6,931	Rep	NE
<b>Traffic</b>					
Assistant Engineer II	1.0	5,977	7,651	Rep	NE
Associate Civil Engineer	1.0	7,651	9,794	Rep	E
Associate Engineer II	1.0	7,282	9,322	Rep	E
Senior Office Specialist	1.0	3,647	4,669	Rep	NE
Senior Signal Technician	1.0	6,436	8,239	Rep	NE
Signal Technician I	1.0	5,550	7,104	Rep	NE
<b>Maintenance (Streets, Facilities, Parks)</b>					
Custodian I	1.0	2,581	3,304	Rep	NE
Custodian II (Y-Rate)	1.0	2,861	3,662	Rep	NE
Field Supervisor - Facilities	1.0	5,415	6,931	Rep	NE
Landscape Inspector II	1.0	5,154	6,597	Rep	NE
Lead Maintenance Worker	5.0	4,555	5,831	Rep	NE
Lead Maintenance Worker - Facilities	2.0	4,905	6,279	Rep	NE
Maintenance Manager	1.0	7,842	11,080	MCP	E
Maintenance Supervisor	2.0	6,436	9,094	MCP	E
Maintenance Supervisor - Landscape	1.0	6,931	9,794	MCP	E
Maintenance Worker I	3.0	3,739	4,786	Rep	NE
Maintenance Worker I - Facilities	2.0	4,026	5,154	Rep	NE
Maintenance Worker II	3.0	4,127	5,283	Rep	NE
Management Assistant	1.0	4,230	5,977	Rep	NE
Office Specialist II	1.0	3,304	4,230	Rep	NE
Senior Landscape Inspector	1.0	5,689	7,282	Rep	NE
Senior Office Specialist	1.0	3,647	4,669	Rep	NE
<b>Public Works Subtotal:</b>	<b>56.0</b>				



## SCHEDULE OF AUTHORIZED POSITIONS

As of July 1, 2019

	FY2019-20 Number of Positions	Salary Schedule		Bargaining Unit*	Exempt/ Non- Exempt
		Minimum	Maximum		
<b><u>FIRE</u></b>					
Administrative Assistant	1.0	3,832	4,905	Rep	NE
Community Development Technician I	1.0	4,230	5,415	Rep	NE
Community Development Technician II	1.0	4,669	5,977	Rep	NE
Fire Inspector I	1.0	6,279	8,038	Rep	NE
<b>Fire Subtotal:</b>	<b>4.0</b>				
<b><u>COMMUNITY SERVICES</u></b>					
Aquatics Supervisor II	1.0	5,415	6,931	Rep	NE
Community Services Assistant	1.0	3,387	4,336	Rep	NE
Community Services Coordinator I	1.0	4,336	5,550	Rep	NE
Community Services Manager **	9.0	7,104	10,038	MCP	E
Community Services Superintendent	2.0	7,842	11,080	MCP	E
Community Services Supervisor I	2.0	5,028	6,436	Rep	NE
Community Services Supervisor II	1.0	5,283	6,762	Rep	NE
Director of Community Services	1.0	11,357	16,048	Exec	E
Management Aide I	2.0	3,145	4,026	Rep	NE
Management Aide II	4.0	3,472	4,444	Rep	NE
Management Aide III	2.0	3,832	4,905	Rep	NE
Office Specialist I **	1.0	3,145	4,026	Rep	NE
Office Specialist II	1.0	3,304	4,230	Rep	NE
Park Ranger I	2.0	4,026	5,154	Rep	NE
Park Ranger II	1.0	4,444	5,689	Rep	NE
Senior Administrative Assistant	1.0	4,230	5,415	Rep	NE
Senior Management Analyst	1.0	6,279	8,872	MCP	E
Senior Recreation Leader	1.0	2,849	3,647	Rep	NE
Theater Technical Assistant	1.0	3,387	4,336	Rep	NE
Theater Technical Coordinator II	1.0	4,555	5,831	Rep	NE
<b>Community Services Subtotal:</b>	<b>36.0</b>				

<b>Total By Department</b>	<b>Positions</b>
City Council	5.0
City Manager	4.75
Economic Development	4.5
City Clerk	6.0
Human Resources	4.0
Emergency Management	1.0
Finance	13.0
Information Technology	14.2
Community Development	28.0
Public Works	56.0
Fire	4.0
Community Services	36.0
<b>Total of Authorized Positions:</b>	<b>176.45</b>
<b>Total of Authorized/Unfunded Positions:</b>	<b>2.0</b>

*\* Bargaining Units:*

*Rep = Represented*

*MCP = Management/Confidential*

*Exec = Executive*

*\*\* Unfunded Positions include:*

*(1) Office Specialist I (TCSD), and*

*(1) Community Services Manager*

*The two TCSD positions are associated with the Margarita Recreation Center and will remain unfunded until the facility has been rehabilitated and is open for operation.*



## SCHEDULE OF CHANGES IN ALLOCATED POSITIONS

	Adopted 2017-18	Unfunded 2017-18	Changes	Current 2018-19	Unfunded 2018-19	Changes	Proposed 2019-20	Unfunded 2019-20
<b>GENERAL FUND</b>								
<b><u>CITY COUNCIL</u></b>								
Council Members	5.00	-	-	5.00	-	-	5.00	-
<b><u>CITY MANAGER</u></b>								
City Manager	1.00	-	-	1.00	-	-	1.00	-
Assistant City Manager	0.75	-	-	0.75	-	0.05	0.80	-
Assistant to the City Manager	-	-	-	-	-	1.00	1.00	-
Executive Assistant	1.00	-	-	1.00	-	-	1.00	-
Office Aide III	-	-	-	-	-	0.75	0.75	-
Risk Manager	-	-	-	-	-	0.05	0.05	-
Senior Management Analyst	1.00	-	-	1.00	-	(1.00)	-	-
	3.75	-	-	3.75	-	0.85	4.60	-
<b><u>ECONOMIC DEVELOPMENT</u></b>								
Administrative Assistant (Confidential)	0.90	-	0.10	1.00	-	-	1.00	-
Assistant City Manager	-	-	-	-	-	0.10	0.10	-
Economic Development Analyst I	-	-	-	-	-	-	-	-
Economic Development Manager	-	-	1.00	1.00	-	-	1.00	-
Management Aide III	-	-	0.50	0.50	-	-	0.50	-
Management Analyst - Economic Dev.	2.90	-	(1.90)	1.00	-	-	1.00	-
Senior Management Analyst	-	-	1.00	1.00	-	-	1.00	-
	3.80	-	(0.30)	4.50	-	0.10	4.60	-
<b><u>EMERGENCY MANAGEMENT</u></b>								
Fiscal Services Manager	-	-	-	-	-	-	-	-
Risk Manager	0.40	-	0.30	0.70	-	(0.45)	0.25	-
	0.40	-	0.30	0.70	-	(0.45)	0.25	-
<b><u>HUMAN RESOURCES</u></b>								
Administrative Assistant (Confidential)	0.10	-	(0.10)	-	-	-	-	-
Assistant City Manager	0.25	-	-	0.25	-	(0.20)	0.05	-
Human Resources Manager	0.90	-	-	0.90	-	(0.10)	0.80	-
Human Resources Technician I	1.00	-	-	1.00	-	-	1.00	-
Office Specialist (Confidential)	-	-	-	-	-	-	-	-
Risk Manager	0.10	-	-	0.10	-	0.40	0.50	-
Senior Management Analyst	1.00	-	-	1.00	-	-	1.00	-
Senior Office Specialist (Confidential)	1.00	-	-	1.00	-	-	1.00	-
	4.35	-	(0.10)	4.25	-	0.10	4.35	-
<b><u>CITY CLERK</u></b>								
Administrative Assistant	1.00	-	-	1.00	-	-	1.00	-
Director of Legislative Affairs/City Clerk	1.00	-	-	1.00	-	-	1.00	-
Management Aide III	1.00	-	-	1.00	-	-	1.00	-
Office Specialist	-	-	-	-	-	-	-	-
Office Specialist II	1.00	-	-	1.00	-	-	1.00	-
Records Manager	1.00	-	-	1.00	-	-	1.00	-
Records Technician	1.00	-	-	1.00	-	-	1.00	-
	6.00	-	-	6.00	-	-	6.00	-



## SCHEDULE OF CHANGES IN ALLOCATED POSITIONS

	Adopted 2017-18	Unfunded 2017-18	Changes	Current 2018-19	Unfunded 2018-19	Changes	Proposed 2019-20	Unfunded 2019-20
<b>FINANCE</b>								
Administrative Assistant	1.00	-	(1.00)	-	-	-	-	-
Accountant I (Confidential)	1.00	-	(0.17)	0.83	-	-	0.83	-
Accounting Assistant	1.00	-	1.00	2.00	-	-	2.00	-
Accounting Assistant - Cashier	1.00	-	-	1.00	-	-	1.00	-
Accounting Manager	-	-	-	-	-	-	-	-
Accounting Specialist	-	-	-	-	-	-	-	-
Accounting Technician I	1.00	-	-	1.00	-	-	1.00	-
Accounting Technician II	1.00	-	-	1.00	-	-	1.00	-
Business License Technician	1.00	-	-	1.00	-	-	1.00	-
Director of Finance	1.00	-	(0.08)	0.92	-	0.01	0.93	-
Fiscal Services Manager	2.00	-	-	2.00	-	-	2.00	-
Payroll Coordinator (Confidential)	1.00	-	-	1.00	-	-	1.00	-
Purchasing Manager	1.00	-	-	1.00	-	-	1.00	-
Revenue Manager	-	-	-	-	-	-	-	-
Senior Management Analyst	0.40	-	0.20	0.60	-	0.15	0.75	-
	12.40	-	(0.05)	12.35	-	0.16	12.51	-
<b>COMMUNITY DEVELOPMENT - PLANNING</b>								
Administrative Assistant	0.65	-	0.10	0.75	-	-	0.75	-
Assistant Planner	1.00	-	0.75	1.75	-	-	1.75	-
Associate Planner I	2.00	-	-	2.00	-	-	2.00	-
Associate Planner II	-	-	0.40	0.40	-	-	0.40	-
Community Dev. Processing Supervisor	0.25	-	(0.15)	0.10	-	-	0.10	-
Community Development Technician	-	-	-	-	-	-	-	-
Community Development Technician I	0.66	-	(0.22)	0.44	-	(0.24)	0.20	-
Community Development Technician II	0.50	-	(0.30)	0.20	-	-	0.20	-
Development Processing Coordinator	-	-	-	-	-	-	-	-
Director of Community Development	0.50	-	(0.05)	0.45	-	-	0.45	-
Economic Development Analyst I	-	-	-	-	-	-	-	-
Management Analyst - Economic Dev.	0.10	-	(0.10)	-	-	-	-	-
Office Specialist II	-	-	0.50	0.50	-	-	0.50	-
Planning Technician	1.00	-	-	1.00	-	-	1.00	-
Principal Planner	1.00	-	-	1.00	-	-	1.00	-
Principal Management Analyst	0.50	-	(0.15)	0.35	-	-	0.35	-
Senior Planner	1.00	-	(0.40)	0.60	-	-	0.60	-
	9.16	-	0.38	9.54	-	(0.24)	9.30	-



## SCHEDULE OF CHANGES IN ALLOCATED POSITIONS

	Adopted 2017-18	Unfunded 2017-18	Changes	Current 2018-19	Unfunded 2018-19	Changes	Proposed 2019-20	Unfunded 2019-20
<b><u>COMMUNITY DEVELOPMENT - BUILDING &amp; SAFETY</u></b>								
Administrative Assistant	0.10	-	-	0.10	-	-	0.10	-
Building Inspector I	-	-	1.00	1.00	-	-	1.00	-
Building Inspector II	3.00	-	-	3.00	-	-	3.00	-
Building Official	1.00	-	-	1.00	-	-	1.00	-
Code Enforcement Officer I	1.00	-	-	1.00	-	-	1.00	-
Code Enforcement Officer II	1.00	-	-	1.00	-	-	1.00	-
Community Dev. Processing Supervisor	0.75	-	0.15	0.90	-	-	0.90	-
Community Development Technician	-	-	-	-	-	-	-	-
Community Development Technician I	0.68	-	0.55	1.23	-	0.57	1.80	-
Community Development Technician II	1.50	-	0.30	1.80	-	-	1.80	-
Development Processing Coordinator	-	-	-	-	-	-	-	-
Director of Community Development	0.25	-	-	0.25	-	-	0.25	-
Office Specialist II	-	-	0.50	0.50	-	-	0.50	-
Principal Management Analyst	0.10	-	0.10	0.20	-	-	0.20	-
Senior Building Inspector	1.00	-	-	1.00	-	-	1.00	-
Senior Code Enforcement Officer	1.00	-	(0.05)	0.95	-	-	0.95	-
Senior Office Specialist	2.00	-	-	2.00	-	-	2.00	-
	13.38	-	2.55	15.93	-	0.57	16.50	-
<b><u>PUBLIC WORKS - LAND DEVELOPMENT</u></b>								
Administrative Assistant	0.25	-	-	0.25	-	-	0.25	-
Assistant Engineer II	1.00	-	(1.00)	-	-	-	-	-
Associate Civil Engineer	2.00	-	(1.00)	1.00	-	1.00	2.00	-
Associate Engineer I	-	-	1.00	1.00	-	-	1.00	-
Associate Engineer II	1.00	-	-	1.00	-	1.00	2.00	-
Community Development Technician	-	-	-	-	-	-	-	-
Community Development Technician I	0.66	-	(0.33)	0.33	-	(0.33)	-	-
Community Development Technician II	-	-	-	-	-	-	-	-
Director of Public Works	0.15	-	-	0.15	-	-	0.15	-
Maintenance Supervisor	0.05	-	(0.05)	-	-	-	-	-
Office Specialist	-	-	-	-	-	-	-	-
Office Specialist I	0.65	-	(0.05)	0.60	-	-	0.60	-
Principal Civil Engineer - (Underfill as Senior Civil Engineer)	0.90	-	0.10	1.00	-	-	1.00	-
Principal Management Analyst	-	-	-	-	-	0.10	0.10	-
Public Works Inspector I	0.90	-	-	0.90	-	(0.90)	-	-
Public Works Inspector II	-	-	-	-	-	0.90	0.90	-
Senior Civil Engineer	-	-	1.00	1.00	-	(1.00)	-	-
Senior Management Analyst	0.10	-	-	0.10	-	(0.10)	-	-
Senior Public Works Inspector	1.40	-	(0.70)	0.70	-	-	0.70	-
Special Projects Engineer	-	-	-	-	-	-	-	-
	9.06	-	(1.03)	8.03	-	0.67	8.70	-



## SCHEDULE OF CHANGES IN ALLOCATED POSITIONS

	Adopted 2017-18	Unfunded 2017-18	Changes	Current 2018-19	Unfunded 2018-19	Changes	Proposed 2019-20	Unfunded 2019-20
<b><u>PUBLIC WORKS</u></b>								
Administrative Assistant	0.40	-	-	0.40	-	-	0.40	-
Assistant Engineer II	-	-	1.00	1.00	-	-	1.00	-
Associate Civil Engineer	-	-	-	-	-	1.00	1.00	-
Associate Engineer	-	-	-	-	-	-	-	-
Associate Engineer I	1.00	-	(1.00)	-	-	-	-	-
Associate Engineer II	2.00	-	-	2.00	-	(1.00)	1.00	-
Custodian I	0.10	-	(0.05)	0.05	-	-	0.05	-
Custodian II	-	-	0.05	0.05	-	-	0.05	-
Director of Public Works	0.40	-	-	0.40	-	-	0.40	-
Field Supervisor - Facilities	-	-	-	-	-	0.10	0.10	-
Lead Maintenance Worker	4.00	-	(1.08)	2.92	-	0.04	2.96	-
Lead Maintenance Worker-Facilities	0.10	-	-	0.10	-	-	0.10	-
Maintenance Manager	1.05	-	(0.07)	0.98	-	-	0.98	-
Maintenance Supervisor	0.50	-	(0.45)	0.05	-	1.00	1.05	-
Maintenance Worker	-	-	-	-	-	-	-	-
Maintenance Worker I	3.00	-	(0.12)	2.88	-	(0.96)	1.92	-
Maintenance Worker II	2.00	-	-	2.00	-	-	2.00	-
Management Assistant	-	-	0.25	0.25	-	-	0.25	-
Office Specialist	-	-	-	-	-	-	-	-
Office Specialist I	0.35	-	0.05	0.40	-	(0.40)	-	-
Office Specialist II	0.80	-	-	0.80	-	0.40	1.20	-
Principal Civil Engineer	0.10	-	(0.10)	-	-	-	-	-
Principal Management Analyst	-	-	-	-	-	0.40	0.40	-
Public Works Inspector	-	-	-	-	-	-	-	-
Public Works Inspector I	0.10	-	-	0.10	-	(0.10)	-	-
Public Works Inspector II	-	-	-	-	-	0.10	0.10	-
Senior Engineer	-	-	-	-	-	-	-	-
Senior Management Analyst	0.40	-	-	0.40	-	(0.40)	-	-
Senior Office Specialist	1.00	-	0.15	1.15	-	-	1.15	-
Senior Public Works Inspector	0.50	-	(0.25)	0.25	-	-	0.25	-
Senior Signal Technician	2.00	-	(1.00)	1.00	-	-	1.00	-
Signal Technician I	-	-	1.00	1.00	-	-	1.00	-
	19.80	-	(1.62)	18.18	-	0.18	18.36	-
<b><u>PUBLIC WORKS - CIP ADMINISTRATION</u></b>								
Administrative Assistant	0.30	-	-	0.30	-	-	0.30	-
Assistant Engineer	-	-	-	-	-	-	-	-
Associate Civil Engineer	2.00	-	-	2.00	-	-	2.00	-
Associate Engineer	-	-	-	-	-	-	-	-
Associate Engineer I	1.00	-	(1.00)	-	-	-	-	-
Associate Engineer II	1.00	-	2.00	3.00	-	-	3.00	-
Construction Manager	1.00	-	-	1.00	-	(1.00)	-	-
Director of Public Works	0.25	-	-	0.25	-	-	0.25	-
Maintenance Supervisor	0.05	-	(0.05)	-	-	-	-	-
Office Specialist	-	-	-	-	-	-	-	-
Office Specialist	-	-	-	-	-	1.00	1.00	-
Principal Civil Engineer	1.00	-	-	1.00	-	-	1.00	-
Principal Engineer	-	-	-	-	-	-	-	-
Principal Management Analyst	-	-	-	-	-	0.45	0.45	-
Public Works Inspector II	-	-	1.00	1.00	-	-	1.00	-
Senior Civil Engineer	2.00	-	-	2.00	-	-	2.00	-
Senior Engineer	-	-	-	-	-	-	-	-
Senior Management Analyst	0.45	-	-	0.45	-	(0.45)	-	-
Senior Public Works Inspector	1.10	-	(0.05)	1.05	-	-	1.05	-
	10.15	-	1.90	12.05	-	-	12.05	-



## SCHEDULE OF CHANGES IN ALLOCATED POSITIONS

	Adopted 2017-18	Unfunded 2017-18	Changes	Current 2018-19	Unfunded 2018-19	Changes	Proposed 2019-20	Unfunded 2019-20
<b><u>PARKS MAINTENANCE</u></b>								
Director of Public Works	0.10	-	-	0.10	-	-	0.10	-
Facility Services Manager	-	-	-	-	-	-	-	-
Landscape Inspector	-	-	-	-	-	-	-	-
Landscape Inspector II	-	-	-	-	-	0.75	0.75	-
Lead Maintenance Worker	2.00	-	-	2.00	-	-	2.00	-
Maintenance Manager	-	-	-	-	-	-	-	-
Maintenance Supervisor	0.40	-	(0.40)	-	-	0.95	0.95	-
Maintenance Worker	-	-	-	-	-	1.00	1.00	-
Maintenance Worker II	2.00	-	-	2.00	-	(1.00)	1.00	-
Management Assistant	0.50	-	(0.25)	0.25	-	-	0.25	-
Office Specialist	-	-	-	-	-	-	-	-
Office Specialist II	0.20	-	-	0.20	-	-	0.20	-
Park/Landscape Maintenance Supervisor	0.72	-	1.08	1.80	-	(1.80)	-	-
Senior Landscape Inspector	0.60	-	-	0.60	-	-	0.60	-
Senior Office Specialist	0.35	-	(0.20)	0.15	-	-	0.15	-
	6.87	-	0.23	7.10	-	(0.10)	7.00	-
<b><u>POLICE (Non-Contract Employees)</u></b>								
Senior Management Analyst	0.38	-	0.02	0.40	-	(0.15)	0.25	-
	0.38	-	0.02	0.40	-	(0.15)	0.25	-
<b><u>FIRE (Non-Contract Employees)</u></b>								
Administrative Assistant	1.00	-	-	1.00	-	-	1.00	-
Building Inspector II	-	-	-	-	-	-	-	-
Fire Inspector I	1.00	-	-	1.00	-	-	1.00	-
Community Development Technician-Fire	-	-	-	-	-	-	-	-
Community Development Technician I-Fire	1.00	-	-	1.00	-	-	1.00	-
Community Development Technician II-Fire	1.00	-	-	1.00	-	-	1.00	-
	4.00	-	-	4.00	-	-	4.00	-
<b>General Fund Total</b>	<b>108.50</b>	<b>-</b>	<b>3.28</b>	<b>111.78</b>	<b>-</b>	<b>1.69</b>	<b>113.47</b>	<b>-</b>
<b><u>SPECIAL REVENUE FUNDS</u></b>								
<b><u>BUSINESS INCUBATOR</u></b>								
Economic Development Analyst I	-	-	-	-	-	-	-	-
	-	-	-	-	-	-	-	-
<b><u>CDBG</u></b>								
Associate Planner	-	-	-	-	-	-	-	-
Principal Management Analyst	0.13	-	0.07	0.20	-	-	0.20	-
	0.13	-	0.07	0.20	-	-	0.20	-
<b><u>AFFORDABLE HOUSING</u></b>								
Administrative Assistant	0.25	-	(0.10)	0.15	-	-	0.15	-
Assistant Planner	-	-	0.25	0.25	-	-	0.25	-
Associate Planner II	0.25	-	0.10	0.35	-	-	0.35	-
Director of Community Development	0.25	-	-	0.25	-	-	0.25	-
Principal Management Analyst	0.27	-	(0.07)	0.20	-	-	0.20	-
Senior Planner	-	-	0.35	0.35	-	-	0.35	-
	1.02	-	0.53	1.55	-	-	1.55	-
<b>Special Revenue Funds Total</b>	<b>1.15</b>	<b>-</b>	<b>0.60</b>	<b>1.75</b>	<b>-</b>	<b>-</b>	<b>1.75</b>	<b>-</b>



## SCHEDULE OF CHANGES IN ALLOCATED POSITIONS

	Adopted 2017-18	Unfunded 2017-18	Changes	Current 2018-19	Unfunded 2018-19	Changes	Proposed 2019-20	Unfunded 2019-20
<b>COMMUNITY FACILITY DISTRICTS</b>								
<b>FINANCE</b>								
Accountant I (Confidential)	-	-	0.17	0.17	-	-	0.17	-
Director of Finance	-	-	0.08	0.08	-	(0.01)	0.07	-
Senior Management Analyst	0.22	-	(0.22)	-	-	-	-	-
	0.22	-	0.03	0.25	-	(0.01)	0.24	-
<b>COMMUNITY SERVICES</b>								
<b>PARKS AND RECREATION</b>								
Aquatics Coordinator	1.00	-	-	1.00	-	(1.00)	-	-
Aquatics Supervisor II	-	-	-	-	-	1.00	1.00	-
Community Services Assistant	1.00	-	-	1.00	-	-	1.00	-
Community Services Coordinator I	2.00	-	(1.00)	1.00	-	-	1.00	-
Community Services Manager	5.00	1.00	3.00	8.00	1.00	-	8.00	1.00
Community Services Superintendent	1.00	-	1.00	2.00	-	-	2.00	-
Community Services Supervisor I	2.00	-	-	2.00	-	-	2.00	-
Community Services Supervisor II	2.00	-	(1.00)	1.00	-	-	1.00	-
Custodian I	1.30	-	(0.65)	0.65	-	(0.05)	0.60	-
Custodian II	-	-	0.65	0.65	-	(0.05)	0.60	-
Director of Community Services	1.00	-	-	1.00	-	-	1.00	-
Field Supervisor-Facilities	-	-	-	-	-	0.50	0.50	-
Lead Maintenance Worker-Street/Parks	-	-	0.08	0.08	-	(0.04)	0.04	-
Lead Maintenance Worker-Facilities	1.00	-	0.05	1.05	-	(0.10)	0.95	-
Maintenance Manager	-	-	0.02	0.02	-	-	0.02	-
Maintenance Supervisor	0.35	-	-	0.35	-	-	0.35	-
Maintenance Worker I-Facilities	0.75	-	0.60	1.35	-	0.15	1.50	-
Maintenance Worker I-Streets/Parks	-	-	0.12	0.12	-	(0.04)	0.08	-
Maintenance Worker II-Facilities	0.60	-	-	0.60	-	(0.60)	-	-
Management Aide I	1.00	-	-	1.00	-	1.00	2.00	-
Management Aide II	4.00	-	-	4.00	-	-	4.00	-
Management Aide III	2.00	-	-	2.00	-	-	2.00	-
Management Analyst	1.00	-	(1.00)	-	-	-	-	-
Office Specialist I	-	1.00	-	-	1.00	-	-	1.00
Office Specialist II	1.00	-	-	1.00	-	-	1.00	-
Park Ranger I	1.00	-	-	1.00	-	1.00	2.00	-
Park Ranger II	2.00	-	-	2.00	-	(1.00)	1.00	-
Senior Administrative Assistant	1.00	-	-	1.00	-	-	1.00	-
Senior Code Enforcement Officer	-	-	0.05	0.05	-	-	0.05	-
Senior Management Analyst	1.00	-	(1.00)	-	-	1.00	1.00	-
Senior Recreation Leader	1.00	-	-	1.00	-	-	1.00	-
Theater Technical Assistant	1.00	-	-	1.00	-	-	1.00	-
Theater Technical Coordinator II	1.00	-	-	1.00	-	-	1.00	-
	36.00	2.00	0.92	36.92	2.00	1.77	38.69	2.00

\*One Office Specialist and one Community Services Manager position are currently unfunded. The positions are associated with the Margarita Recreation Center and will remain unfunded until the facility has been rehabilitated and is open for operation.



## SCHEDULE OF CHANGES IN ALLOCATED POSITIONS

	Adopted 2017-18	Unfunded 2017-18	Changes	Current 2018-19	Unfunded 2018-19	Changes	Proposed 2019-20	Unfunded 2019-20
<b><u>SERVICE LEVEL B</u></b>								
Senior Office Specialist	0.20		0.05	0.25	-	-	0.25	-
	0.20	-	0.05	0.25	-	-	0.25	-
<b><u>SERVICE LEVEL C</u></b>								
Landscape Inspector II	-	-	-	-	-	0.18	0.18	-
Parks/Landscape Maintenance Supervisor	0.23	-	(0.08)	0.15	-	(0.15)	-	-
Senior Landscape Inspector	0.33	-	-	0.33	-	-	0.33	-
	0.56	-	(0.08)	0.48	-	0.03	0.51	-
<b><u>SERVICE LEVEL D</u></b>								
Associate Planner II	0.75	-	(0.50)	0.25	-	-	0.25	-
Director of Community Development	-	-	0.05	0.05	-	-	0.05	-
Principal Management Analyst	-	-	0.05	0.05	-	-	0.05	-
Senior Planner	-	-	0.05	0.05	-	-	0.05	-
	0.75	-	(0.35)	0.40	-	-	0.40	-
<b><u>SERVICE LEVEL L</u></b>								
Landscape Inspector II	-	-	-	-	-	0.07	0.07	-
Park/Landscape Maintenance Supervisor	0.05	-	-	0.05	-	-	0.05	-
Senior Landscape Inspector	0.07	-	-	0.07	-	-	0.07	-
	0.12	-	-	0.12	-	0.07	0.19	-
<b><u>LIBRARY</u></b>								
Custodian	0.20	-	(0.20)	-	-	-	-	-
Custodian I	-	-	0.10	0.10	-	0.05	0.15	-
Custodian II	-	-	0.10	0.10	-	0.05	0.15	-
Field Supervisor	-	-	-	-	-	0.10	0.10	-
Lead Maintenance Worker	-	-	0.15	0.15	-	0.10	0.25	-
Maintenance Superintendent	0.10	-	(0.10)	-	-	-	-	-
Maintenance Supervisor	-	-	0.10	0.10	-	-	0.10	-
Maintenance Worker I	0.25	-	0.10	0.35	-	-	0.35	-
Maintenance Worker II-Facilities	0.10	-	-	0.10	-	(0.10)	-	-
	0.65	-	0.25	0.90	-	0.20	1.10	-
<b>Community Services Total</b>	<b>38.28</b>	<b>2.00</b>	<b>0.79</b>	<b>39.07</b>	<b>2.00</b>	<b>2.07</b>	<b>41.14</b>	<b>2.00</b>
<b>INTERNAL SERVICE FUNDS</b>								
<b><u>INSURANCE</u></b>								
Assistant City Manager	-	-	-	-	-	0.05	0.05	-
Fiscal Services Manager	-	-	-	-	-	-	-	-
Human Resources Manager	0.05	-	-	0.05	-	0.05	0.10	-
Office Specialist - Confidential	-	-	-	-	-	-	-	-
Risk Manager	0.10	-	-	0.10	-	-	0.10	-
	0.15	-	-	0.15	-	0.10	0.25	-
<b><u>WORKERS' COMPENSATION</u></b>								
Human Resources Manager	0.05	-	-	0.05	-	0.05	0.10	-
Risk Manager	0.40	-	(0.30)	0.10	-	-	0.10	-
	0.45	-	(0.30)	0.15	-	0.05	0.20	-



## SCHEDULE OF CHANGES IN ALLOCATED POSITIONS

	Adopted 2017-18	Unfunded 2017-18	Changes	Current 2018-19	Unfunded 2018-19	Changes	Proposed 2019-20	Unfunded 2019-20
<b>INFORMATION TECHNOLOGY</b>								
Administrative Assistant	0.50	-	-	0.50	-	-	0.50	-
Assistant Director of IT/SS	1.00	-	-	1.00	-	-	1.00	-
Support Services Supervisor	-	-	0.10	0.10	-	-	0.10	-
Director Information Technology	1.00	-	-	1.00	-	-	1.00	-
Deputy Director Support Services	-	-	-	-	-	-	-	-
Information Technology Administrator	2.00	-	(1.00)	1.00	-	(1.00)	-	-
Information Technology Manager	-	-	1.00	1.00	-	-	1.00	-
Information Technology Specialist	-	-	-	-	-	-	-	-
Information Technology Specialist I	1.00	-	-	1.00	-	-	1.00	-
Information Technology Specialist II	-	-	-	-	-	1.00	1.00	-
Information Technology Supervisor	1.00	-	-	1.00	-	1.00	2.00	-
Information Technology Technician I	-	-	-	-	-	1.00	1.00	-
Senior Information Technology Specialist	4.00	-	-	4.00	-	(1.00)	3.00	-
	10.50	-	0.10	10.60	-	1.00	11.60	-
<b>SUPPORT SERVICES</b>								
Assistant Director of IT/SS	-	-	-	-	-	-	-	-
Support Services Coordinator	-	-	-	-	-	-	-	-
Director Information Technology	-	-	-	-	-	-	-	-
Information Technology Manager	-	-	-	-	-	-	-	-
Information Technology Supervisor	-	-	-	-	-	-	-	-
Office Specialist - AM	-	-	-	-	-	0.60	0.60	-
Office Specialist - PM	-	-	-	-	-	0.60	0.60	-
Office Specialist II (Part-Time)	1.20	-	-	1.20	-	(1.20)	-	-
Senior Information Technology Specialist	-	-	-	-	-	-	-	-
Support Services Supervisor	1.00	-	(0.10)	0.90	-	-	0.90	-
Support Services Technician (Part-Time)	0.50	-	-	0.50	-	-	0.50	-
	2.70	-	(0.10)	2.60	-	-	2.60	-
<b>FACILITIES</b>								
Administrative Assistant	0.05	-	-	0.05	-	-	0.05	-
Custodian	0.40	-	(0.40)	-	-	-	-	-
Custodian I	-	-	0.20	0.20	-	-	0.20	-
Custodian II	-	-	0.20	0.20	-	-	0.20	-
Director of Public Works	0.10	-	-	0.10	-	-	0.10	-
Facility Services Manager	-	-	-	-	-	-	-	-
Field Supervisor-Facilities	-	-	-	-	-	0.30	0.30	-
Lead Maintenance Worker	-	-	-	-	-	-	-	-
Lead Maintenance Worker - Facilities	0.90	-	(0.20)	0.70	-	-	0.70	-
Maintenance Supervisor - PW	0.50	-	-	0.50	-	-	0.50	-
Maintenance Worker	-	-	-	-	-	-	-	-
Maintenance Worker I - Facilities	1.00	-	(0.70)	0.30	-	(0.15)	0.15	-
Maintenance Worker II - Facilities	0.30	-	-	0.30	-	(0.30)	-	-
Management Assistant	0.50	-	-	0.50	-	-	0.50	-
Office Specialist	-	-	-	-	-	-	-	-
Principal Management Analyst	-	-	-	-	-	0.05	0.05	-
Senior Management Analyst	0.05	-	-	0.05	-	(0.05)	-	-
Senior Office Specialist	0.45	-	-	0.45	-	-	0.45	-
	4.25	-	(0.90)	3.35	-	(0.15)	3.20	-
<b>Internal Service Funds Total</b>	<b>18.05</b>	<b>-</b>	<b>(1.20)</b>	<b>16.85</b>	<b>-</b>	<b>1.00</b>	<b>17.85</b>	<b>-</b>
<b>TOTAL AUTHORIZED POSITIONS</b>	<b>166.2</b>	<b>2.0</b>	<b>3.5</b>	<b>169.7</b>	<b>2.0</b>	<b>4.8</b>	<b>174.45</b>	<b>2.0</b>



**City of Temecula**  
**Fiscal Year 2019-20**  
**Annual Operating Budget**

## SUMMARY OF BUDGETED POSITIONS

<b>Department</b>	<b>FY 2015-16</b>	<b>FY 2016-17</b>	<b>FY 2017-18</b>	<b>FY 2018-19</b>	<b>FY 2019-20</b>
<b><u>City Council</u></b>	5.00	5.00	5.00	5.00	5.00
<b><u>City Manager:</u></b>					
City Manager	3.75	3.75	3.75	3.75	4.60
Economic Development	3.30	3.30	3.80	4.50	4.60
Emergency Management	0.50	0.50	0.40	0.70	0.25
<b><u>City Clerk:</u></b>	6.00	6.00	6.00	6.00	6.00
<b><u>Human Resources:</u></b>	3.25	3.25	4.35	4.25	4.35
<b><u>Finance:</u></b>	12.40	12.40	12.40	12.35	12.51
<b><u>Community Development:</u></b>					
Planning	7.00	8.08	9.16	9.54	9.30
Building & Safety	15.00	13.78	13.38	15.93	16.50
<b><u>Public Works:</u></b>					
Land Development	7.25	7.58	9.06	8.03	8.70
Public Works	19.20	19.20	19.80	18.18	18.36
CIP Administration	11.20	11.20	10.15	12.05	12.05
Parks Maintenance	8.00	8.00	6.87	7.10	7.00
<b><u>Police*</u></b>	0.38	0.38	0.38	0.40	0.25
<b><u>Fire*</u></b>	3.00	3.00	4.00	4.00	4.00
<b><u>Community Services:</u></b>					
Parks and Recreation	26.70	26.80	36.00	36.92	38.69
Service Level B	0.15	0.15	0.20	0.25	0.25
Service Level C	1.05	1.05	0.56	0.48	0.51
Service Level D	0.75	0.75	0.75	0.40	0.40
Service Level L	0.20	0.20	0.12	0.12	0.19
Library	0.45	0.45	0.65	0.90	1.10
<b><u>Special Revenue Funds:</u></b>					
Business Incubator Resource	0.70	0.60	0.00	0.00	0.00
Community Development Block Grant	0.80	0.13	0.13	0.20	0.20
Affordable Housing	1.45	1.03	1.02	1.55	1.55
<b><u>Community Facility Districts:</u></b>	0.22	0.22	0.22	0.25	0.24
<b><u>Internal Service Funds:</u></b>					
Insurance	0.50	0.50	0.60	0.30	0.45
Information Technology	9.70	9.90	10.50	10.60	11.60
Support Services	3.50	3.30	2.70	2.60	2.60
Facilities	4.80	4.70	4.25	3.35	3.20
<b>Total Budgeted Positions</b>	<b>156.20</b>	<b>155.20</b>	<b>166.20</b>	<b>169.70</b>	<b>174.45</b>
<b>Unfunded Positions</b>	<b>2.00</b>	<b>3.00</b>	<b>2.00</b>	<b>2.00</b>	<b>2.00</b>
<b>Total Authorized Positions</b>	<b>158.20</b>	<b>158.20</b>	<b>168.20</b>	<b>171.70</b>	<b>176.45</b>

\*Police and Fire services are contracted through Riverside County.

Total Police Staffing for Fiscal Year 2019-20 is 147, with 112 sworn officers. Total Fire Staffing for Fiscal Year 2019-20 is 71.

## LOCATOR MAP



The City of Temecula is a General Law City located in southwestern California, United States, with a population of 113,826. The City was incorporated on December 1, 1989.

Temecula, known as the Heart of Southern California Wine Country, is conveniently located off the I-15 freeway, approximately one hour north of San Diego. Temecula's central location attracts visitors from popular Southern California locales like Palm Springs, Los Angeles, Anaheim, Irvine, Carlsbad and San Diego.

## COMMUNITY PROFILE AND DEMOGRAPHICS

**Type of Government:** General Law  
**Form of Government:** City Manager  
**Located:** 55 miles north of San Diego

**Date of Incorporation:** December 1, 1989  
**Altitude:** 1000-1200 ft.

### RECREATION/TOURIST DATA

#### Recreation and Culture:

	Number of Parks	Number of Park Acres
<b>2019</b>	41	330
<b>2018</b>	40	314
<b>2017</b>	40	314
<b>2016</b>	40	314
<b>2015</b>	39	309

#### Hotels/Motels:

	Number of Lodging Properties	Total Number of Rooms
<b>2019</b>	19	2,587
<b>2018</b>	17	2,412
<b>2017</b>	17	1,842
<b>2016</b>	16	1,824
<b>2015</b>	15	1,812

(includes Pechanga Resort & Casino)

### EDUCATIONAL DATA

#### Temecula Unified School District:

	Number of Schools	Number of Teachers	Number of Students
<b>2019</b>	32	1,392	27,991
<b>2018</b>	32	1,374	28,679
<b>2017</b>	32	1,382	27,700
<b>2016</b>	32	1,316	27,700
<b>2015</b>	32	1,315	28,426

#### Libraries:

	Number of Libraries	Number of Volumes
<b>2019</b>	2	2 million
<b>2018</b>	2	3 million
<b>2017</b>	2	3 million
<b>2016</b>	2	3 million
<b>2015</b>	2	3 million

(total volumes in county available to Temecula residents)

### PUBLIC SAFETY DATA

#### Fire Protection:

(contract with Riverside County)

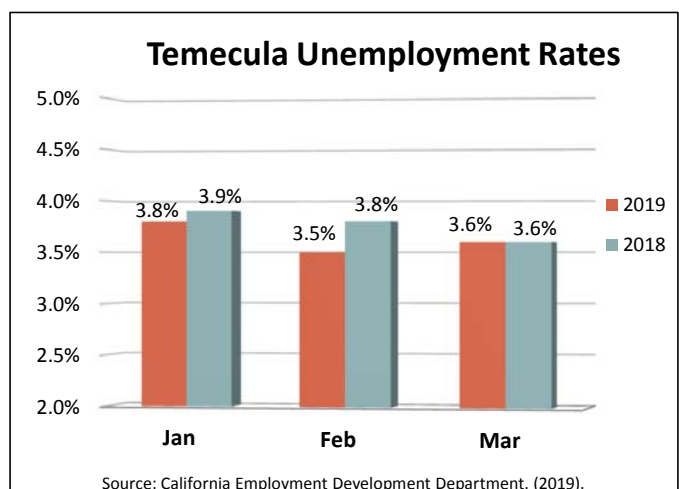
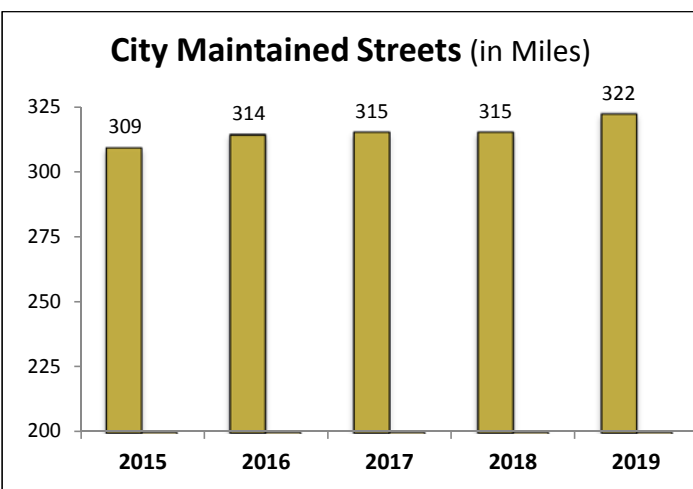
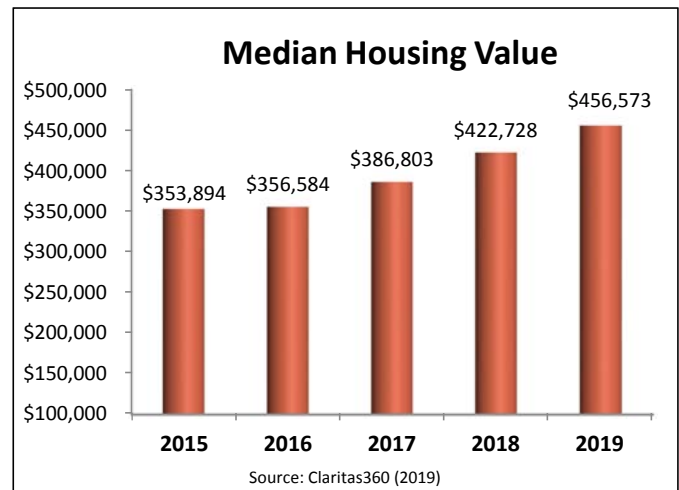
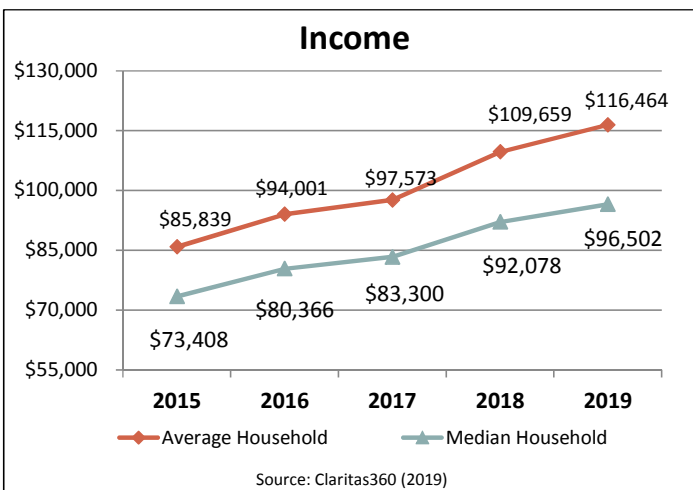
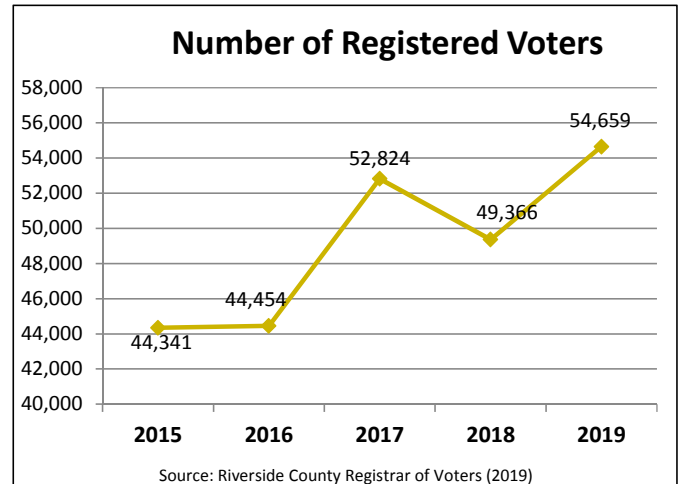
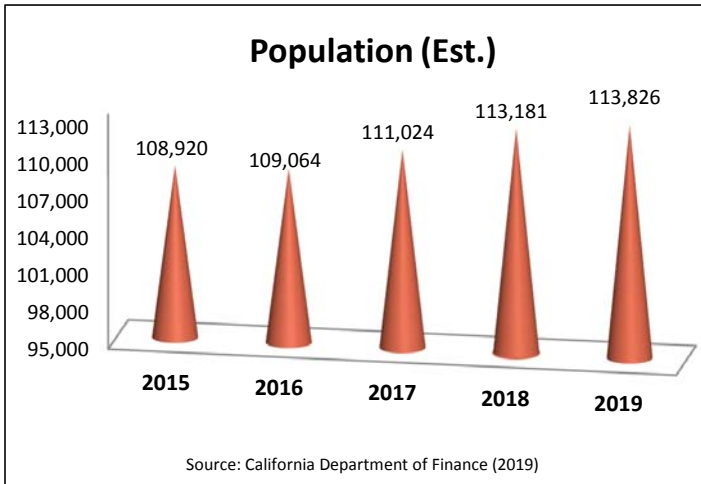
	Number of Stations	Number of Staff	Number of Volunteer Firefighters
<b>2019</b>	5	71	0
<b>2018</b>	5	71	0
<b>2017</b>	5	69	0
<b>2016</b>	4	65	0
<b>2015</b>	4	65	0

#### Police Protection:

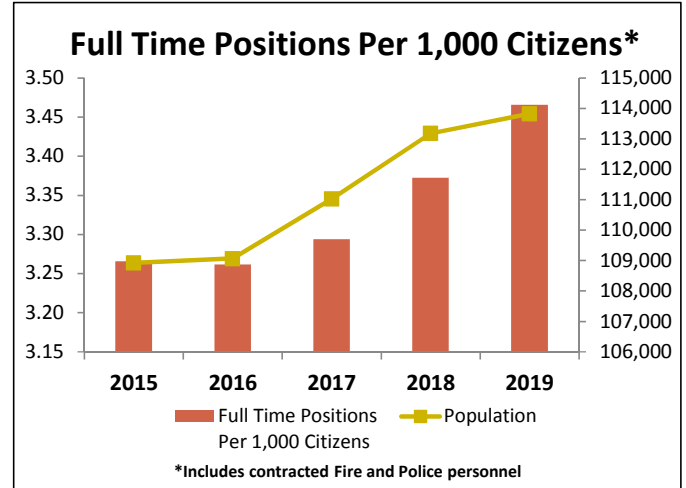
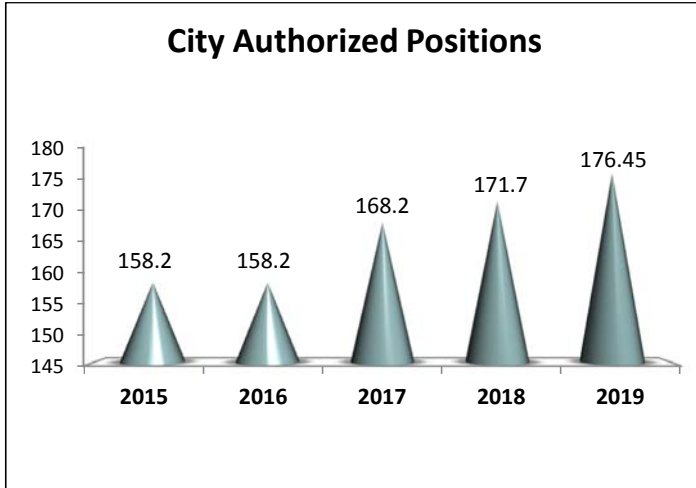
(contract with Riverside County)

	Number of Stations	Number of Sworn Officers	Supervision/ Management
<b>2019</b>	3	112	20
<b>2018</b>	3	112	20
<b>2017</b>	3	111	20
<b>2016</b>	3	101	20
<b>2015</b>	3	100	20







## COMMUNITY PROFILE AND DEMOGRAPHICS

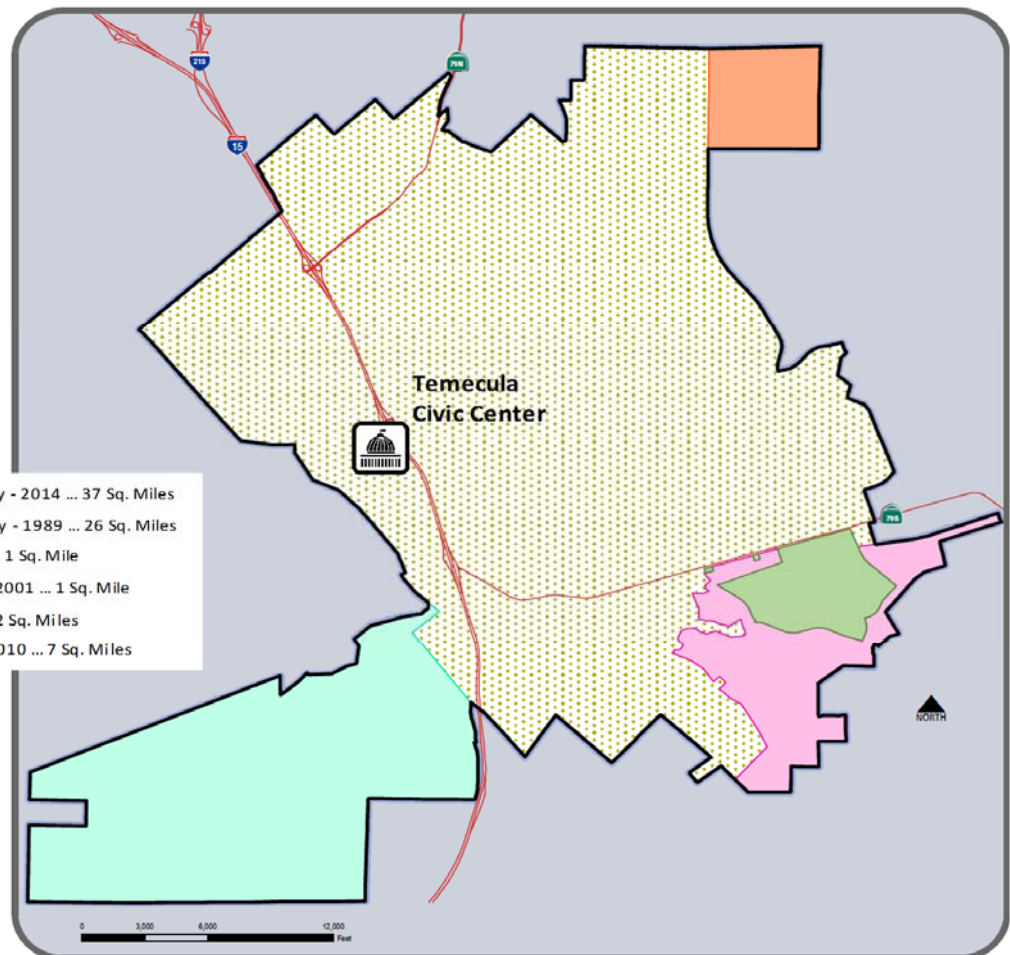


## COMMUNITY PROFILE AND DEMOGRAPHICS



### Temecula's Annexed Area

-  Current Temecula City Boundary - 2014 ... 37 Sq. Miles
-  Original Temecula City Boundary - 1989 ... 26 Sq. Miles
-  Vail Ranch Annexation - 2000 ... 1 Sq. Mile
-  Roripaugh Ranch Annexation - 2001 ... 1 Sq. Mile
-  Redhawk Annexation - 2005 ... 2 Sq. Miles
-  Santa Margarita Annexation - 2010 ... 7 Sq. Miles



## SUMMARY OF INTERFUND TRANSFERS

### Transfers In:

#### **Operating Funds**

Fund 001: General Fund	5,735,418
	2,956,887
	195,000
Subtotal	<u>8,887,305</u>

#### **Special Revenue Funds**

Fund 103: Street Maintenance	1,500,000
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#### **Debt Service Funds**

Fund 395: 2018 Financing Lease (Civic Center)	2,075,512
Fund 396: 2018 Financial Lease (MRC)	555,808

#### **Temecula Community Services District (TCSD)**

Fund 190: Citywide Operations	7,989,182
Fund 192: Service Level B - Street Lighting	71,037
Fund 197: Library	921,203

#### **Capital Projects Funds**

Fund 210: Capital Improvement Fund	642,077
	13,109,728
	1,875,831
	13,086,501
	323,660
	183,225
	2,663,839
	763,534
	750,000
Subtotal	<u>33,398,395</u>

#### **Internal Service Funds**

Fund 310: Vehicles and Equipment	500,000
Subtotal	<u>500,000</u>

Fund 320: Information Technology	160,000
Fund 325: Technology Replacement	500,000
Fund 330: Support Services	-
Fund 340: Facilities	-
Fund 350: Facility Replacement	500,000

### Transfers From:

Measure S Fund - Public Safety Personnel Costs
Gas Tax Fund
Supplemental Law Enforcement Services Fund

Measure S Fund - Street Maintenance Reserve Fund Contribution
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General Fund - Financing Lease for Civic Center
General Fund - Financing Lease for MRC

Measure S Fund - TCSD Operations Subsidy
Measure S Fund - Residential Streetlights Subsidy
Measure S Fund - Library Subsidy

General Fund
Measure S Fund
Road Maintenance Rehab Account Fund
Development Impact Fees Fund
CDBG Fund
AB 2766 Motor Vehicle Subvention Fund
Measure A Fund
Technology Replacement Fund
SARDA

Measure S Fund - Fleet Replacement Reserve Fund Contribution
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Measure S Fund - Citywide Surveillance Camera Project Maintenance
Measure S Fund - Tech Replacement Reserve Fund Contribution

Measure S Fund - Facility Replacement Reserve Fund Contribution
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**Total Interfund Transfers 57,058,442**

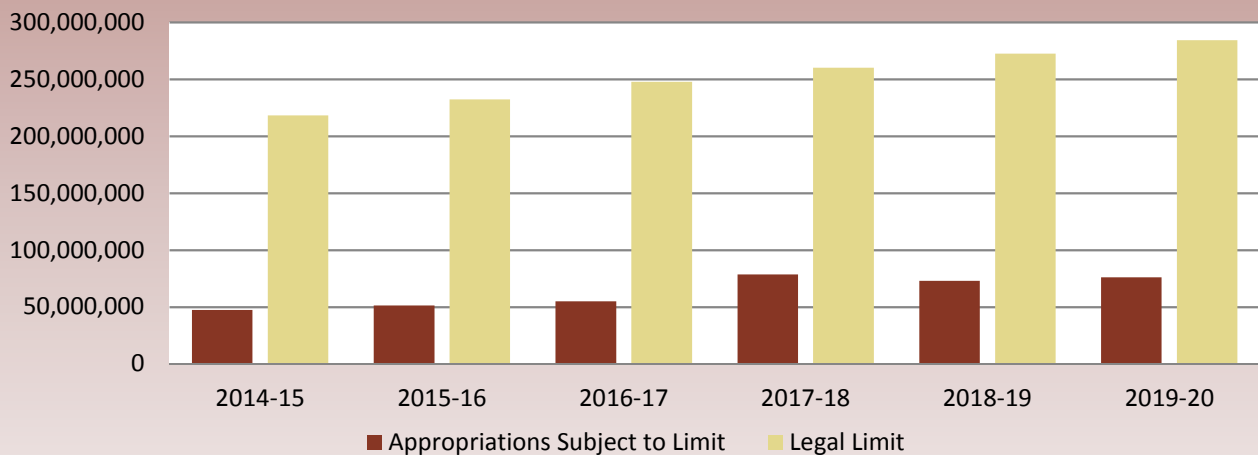
## GANN APPROPRIATIONS LIMIT

Article XIII B of the California State Constitution, more commonly referred to as the Gann Initiative or Gann Limit, was approved by California voters in November 1979, and placed limits on the amount of proceeds of taxes that state and local government agencies can receive and spend each year. For cities that incorporated after 1978-79 (such as the City of Temecula), the voters set the initial appropriations limit at the time of incorporation. Proposition 111 was approved by California voters in June 1990, which provided new adjustment formulas which make the appropriations limit more responsive to local growth issues. Each year the City Council must adopt by resolution the appropriations limit for the following year. Following is the calculation of the City's Gann Appropriations Limit for Fiscal Year 2019-20:

Fiscal Year 2018-19 Appropriations Limits.....	\$272,442,712
City Population Growth .....	0.51%
Per Capita Personal Income Change .....	3.85%
Fiscal Year 2019-20 Appropriations Limit .....	\$284,375,703

Appropriations subject to the limit in the Fiscal Year 2019-20 Budget total \$76,119,785 which is \$208,255,918 less than the computed limit. Additional appropriations to the budget funded by non-tax sources such as service charges, restricted revenues from other agencies, grants or beginning fund balances would be unaffected by the appropriations limit. However, any supplemental appropriations funded through increased tax sources would be subject to the appropriations limit and could not exceed the \$208,255,918 variance indicated. Further, any overall actual receipts from tax sources greater than \$208,255,918 from budget estimates will result in proceeds from taxes in excess of the City's appropriations limit, requiring refunds of the excess within the next two fiscal years or voter approval of an increase in the City's appropriations limit. Voter approval for an increase in the City's appropriations limit is not anticipated in the future due to the margin between the limit and tax revenue.

### GANN Appropriations Limit





## ASSESSED VALUE OF TAXABLE PROPERTY

FISCAL YEAR	TOTAL SECURED AND UNSECURED	EXEMPTIONS (VETERAN, CHURCH, ETC.)	NET ASSESSED VALUE	HOME OWNERS EXEMPTIONS	NET TOTAL ASSESSED VALUE
(Value in Thousands)					
2008	13,434,660	(88,453)	13,346,207	(113,341)	13,232,866
2009	13,537,572	(101,719)	13,435,853	(114,841)	13,321,012
2010	12,003,561	(112,286)	11,891,275	(115,783)	11,775,492
2011	11,932,655	(116,038)	11,816,617	(115,944)	11,700,673
2012	11,971,877	(129,004)	11,842,873	(114,451)	11,728,422
2013	11,996,227	(145,041)	11,851,186	(112,450)	11,738,736
2014	12,581,717	(153,544)	12,428,173	(109,890)	12,318,283
2015	13,547,737	(182,877)	13,364,860	(108,001)	13,256,859
2016	14,268,280	(204,291)	14,063,989	(107,401)	13,956,588
2017	14,978,638	(211,399)	14,767,239	(107,239)	14,660,000
2018	15,679,713	(261,352)	15,418,361	(107,152)	15,311,209
2019	16,376,826	(281,515)	16,095,311	(105,164)	15,990,147

Source: HdL Coren & Cone

## SUMMARY OF FEDERAL GRANT EXPENDITURES

AGENCY/GRANT NAME	Actual FY 2015-16	Actual FY 2016-17	Actual FY2017-18	Budgeted FY2018-19	Budgeted FY2019-20
<b>Department of Homeland Security:</b>					
Emergency Management Program Grant	-	19,873	12,900	-	-
Homeland Security Grant - 2014	2,399	-	-	-	-
Homeland Security Grant - 2015	6,814	8,577	-	-	-
Homeland Security Grant - 2016	-	5,159	11,114	-	-
<b>Department of Housing and Urban Development:</b>					
Community Development Block Grant	413,783	433,026	955,537	1,036,090	559,111
<b>Department of Transportation:</b>					
Congestion Mitigation Air Quality (CMAQ)	99,800	332,196	297,363	-	-
Active Transportation Program (ATP) (SB1 Augmentation)	-	-	82,132	3,759,000	-
Highway Bridge Program (HBP)	-	711,316	-	309,855	265,590
Highway Safety Improvement Program (HSIP)	-	-	-	1,208,200	1,397,710
SAFETEA-LU	-	269,458	1,170,381	671,000	-
STP and STPL	-	-	6,593,136	1,810,302	-
<b>TOTALS</b>	<b>\$ 522,796</b>	<b>\$ 1,779,605</b>	<b>\$ 9,122,563</b>	<b>\$ 8,794,447</b>	<b>\$ 2,222,411</b>

Note: Amounts Unaudited

## LEGAL DEBT MARGIN

(Value in Thousands)

Under State law, the City has a legal debt limit not to exceed 15% of the assessed value of taxable property within the City. Debt obligations from taxes levied on taxable property is subject to the legal debt limitation. The City's debt limit for Fiscal Year 2019-20 is \$2,398,202,000 while the City's debt subject to the limitation is \$16,095,000. As a result, the City has not exceeded its legal debt limit.

		<b>Fiscal Year 2019-20</b>
Net Total Assessed Value		\$15,990,147
Plus: Exempt Property		\$ <u>105,164</u>
<b>TOTAL ASSESSED VALUE</b>		<b>\$<u>16,095,311</u></b>
Debt Limit – 15% of Total Assessed Value		\$ 2,414,297
Amount of Debt Applicable to Debt Limit (Estimated at June 30, 2020)	\$16,095	
Less: Assets in Debt Services Funds Available for Payment of Principal	\$ <u>0</u>	\$ <u>16,095</u>
<b>ADJUSTED LEGAL DEBT MARGIN</b>		<b>\$ <u>2,398,202</u></b>

*Note: Amounts Unaudited*



## FISCAL YEAR 2019-20 DEBT OBLIGATIONS

FUND	ISSUE DATE	DESCRIPTION	MATURITY DATE	INTEREST RATES	FISCAL YEAR 2019-20			OUTSTANDING PRINCIPAL
					PRINCIPAL	INTEREST	TOTAL DEBT OBLIGATION	
001	2018	Private Placement Lease (Civic Center)	12/01/2028	3.42%	\$1,493,000	\$582,512	\$2,075,512	\$16,095,000
001	2018	Private Placement Lease (Margarita Rec Center)	06/01/2029	3.42%	\$346,526	\$209,281	\$555,807	\$5,901,827
General Fund 001 Total					\$1,839,526	\$791,793	\$2,631,319	\$21,996,827
380	2017	Tax Allocation Bonds, Series 2017A	12/15/2038	2.00 - 5.00%	1,385,000	2,152,650	3,537,650	43,325,000
380	2017	Tax Allocation Bonds, Series 2017B (Taxable)	12/15/2039	2.00 - 4.00%	985,000	1,076,181	2,061,181	29,850,000
Successor Agency to the Redevelopment Agency (SARDA) Total					\$2,370,000	\$3,228,831	\$5,598,831	\$73,175,000
TOTAL					\$4,209,526	\$4,020,624	\$8,230,150	\$95,171,827

## SUMMARY OF CONSTRUCTION AND PROPERTY VALUES

(Value in Thousands)

FISCAL YEAR	COMMERCIAL CONSTRUCTION		RESIDENTIAL CONSTRUCTION		PROPERTY VALUES	
	NUMBER OF UNITS COMPLETED	VALUE	NUMBER OF UNITS COMPLETED	VALUE	COMMERCIAL	RESIDENTIAL
2006	346	36,103	1,249	222,318	2,008,185	6,787,180
2007	185	73,712	1,151	197,864	2,171,647	7,922,360
2008	124	93,183	908	176,870	2,381,528	8,877,917
2009	43	73,575	698	106,268	2,719,297	8,573,314
2010	16	71,343	369	73,007	2,889,738	7,017,588
2011	2	479	376	70,653	2,927,342	7,047,166
2012	2	35,664	333	64,295	3,009,160	7,267,970
2013	7	9,920	355	57,829	2,920,987	7,337,173
2014	7	12,481	647	88,297	1,959,758	8,482,991
2015	13	16,118	255	47,970	2,097,630	9,984,696
2016	9	5,895	227	42,011	2,259,476	10,503,038
2017	17	20,097	138	32,359	2,364,290	11,018,831
2018	17	21,139	203	29,817	2,459,051	11,559,765

Source: City of Temecula, Community Development Department  
HdL Coren & Cone

## SUMMARY OF PROPERTY TAX RATES

FISCAL YEAR	SECURED TAX LEVY	UNSECURED TAX LEVY	TOTAL TAX LEVY	TOTAL COLLECTIONS	PERCENTAGE OF LEVY COLLECTED
(Value in Thousands)					
2008	5,606,921	251,644	5,858,565	5,163,765	88.14%
2009	5,488,424	270,359	5,758,783	5,127,498	89.04%
2010	4,687,041	266,174	4,953,215	4,492,060	90.69%
2011	4,672,790	249,746	4,922,536	4,389,089	89.16%
2012	4,710,884	252,438	4,963,322	4,503,729	90.74%
2013	4,716,136	256,805	4,972,941	4,846,143	97.45%
2014	5,032,879	255,945	5,288,824	5,069,777	95.86%
2015	5,543,535	262,054	5,805,589	5,865,982	101.04%
2016	5,885,507	265,256	6,150,763	6,316,654	102.70%
2017	6,201,407	287,494	6,488,901	6,708,009	103.38%
2018	6,516,826	288,369	6,805,195	6,974,177	102.48%

Since the fiscal year ended June 30, 1994, the City of Temecula has received its property tax revenues in accordance with the Teeter Plan. Under the Teeter Plan, the City is paid in full each year for the actual amount of property taxes levied, regardless of the amount of delinquencies. As delinquent property taxes are collected, they are kept by the County including any penalties and interest. After 1994, any differences between the total tax levy and total collections are due to tax roll adjustments made during the year, resulting in a percentage that may be higher than 100%.

Source: Riverside County Auditor-Controller  
City of Temecula, Finance Department



**City of Temecula**  
**Fiscal Year 2019-20**  
**Annual Operating Budget**

## PRINCIPAL SECURED PROPERTY OWNERS

TAXPAYER	TYPE OF BUSINESS	Secured 2018-19 Assessed Valuation (in 000s)	Unsecured 2018-19 Assessed Valuation (in 000s)	Total 2018-19 Assessed Valuation (in 000s)	Percent of Net Assessed Valuation
Abbott Vascular, Inc.*	Medical Appliances Manufacturing	\$ 73,000	\$ 121,029	\$ 194,029	1.21%
Temecula Towne Center Associates	Regional Shopping Center	159,860	-	159,860	0.99%
Temecula Valley Hospital Inc	Health Care	106,042	-	106,042	0.66%
Cape May Temecula Apartments LLC	Residential Apartments	74,311	-	74,311	0.46%
Foothills At Old Town LLC*	Residential Apartments	74,227	-	74,227	0.46%
Campanula Way Owner LLC	Residential	72,464	672	73,136	0.45%
Medline Industries Inc.*	Medical Supplies	63,636	6,127	69,764	0.43%
Inland Western Temecula Commons*	Commercial Shopping Center	63,285	-	63,285	0.39%
Temecula Town Center Owner LLC	Commercial Shopping Center	62,268	-	62,268	0.39%
Redhawk Towne Center II*	Commercial Shopping Center	61,927	-	61,927	0.38%
<b>TOTAL - TOP TEN</b>		<u>\$ 811,020</u>	<u>\$ 127,829</u>	<u>\$ 938,849</u>	<u>5.83%</u>
<b>TOTAL - CITYWIDE</b>		<u><b>\$ 15,466,418</b></u>	<u><b>\$ 628,893</b></u>	<u><b>\$ 16,095,311</b></u>	

\* Pending Appeals on Parcels

NOTE: Assessed values of parcel owned by related entities have been aggregated.

Source: HdL Coren & Cone



## COMPUTATION OF DIRECT AND OVERLAPPING BONDED DEBT

2017-18 Assessed Valuation:	\$ 15,422,019,750
Redevelopment Successor Agency Incremental Valuation:	1,915,578,275
Adjusted Assessed Valuation:	<u>\$ 13,506,441,475</u>

<b><u>DIRECT AND OVERLAPPING TAX AND ASSESSMENT DEBT:</u></b>	<b><u>% Applicable (1)</u></b>	<b><u>Debt 6/30/18</u></b>
Metropolitan Water District	0.56%	341,178
Eastern Municipal Water District, I.D. No. U-8	85.55%	3,311,486
Mt. San Jacinto Community College District	18.09%	32,150,578
Murrieta Valley Unified School District	0.01%	18,321
Temecula Valley Unified School District	69.21%	53,651,091
Rancho California Water District Community Facilities District No. 88-3	100.00%	545,000
Eastern Municipal Water District Community Facilities District No. 2002-04	100.00%	2,350,000
Eastern Municipal Water District Community Facilities District No. 2002-08	100.00%	556,000
Eastern Municipal Water District Community Facilities District No. 2005-38, I.A. B	100.00%	2,580,000
Eastern Municipal Water District Community Facilities District No. 2010-60	100.00%	12,775,000
Temecula Public Financing Authority Community Facilities District No. 01-2	100.00%	9,905,000
Temecula Public Financing Authority Community Facilities District No. 03-1	100.00%	9,605,000
Temecula Public Financing Authority Community Facilities District No. 03-2	100.00%	21,770,000
Temecula Public Financing Authority Community Facilities District No. 03-3	100.00%	3,655,000
Temecula Public Financing Authority Community Facilities District No. 03-6	100.00%	42,815,000
Temecula Valley Unified School District Community Facilities District No. 89-1	100.00%	5,445,000
Temecula Valley Unified School District CFD No. 2002-1, I.A. No. 1	27.65%	1,543,093
Temecula Valley Unified School District CFD No. 2002-2	100.00%	14,545,000
Temecula Valley Unified School District CFD No. 2004-1, I.A. A and B	100.00%	21,235,000
Temecula Valley Unified School District CFD No. 2005-1	28.72%	2,403,864
City of Temecula 1915 Act Bonds (Assessment District No. 03-04)	100.00%	300,000
<b>TOTAL DIRECT AND OVERLAPPING TAX AND ASSESSMENT DEBT</b>		<b>\$ 241,500,611</b>



## COMPUTATION OF DIRECT AND OVERLAPPING BONDED DEBT

<b><u>DIRECT AND OVERLAPPING GENERAL FUND DEBT:</u></b>	<b><u>% Applicable (1)</u></b>	<b><u>Debt 6/30/18</u></b>
Riverside County General Fund Obligations	5.85%	47,542,374
Riverside County Pension Obligation Bonds	5.85%	15,579,689
Murrieta Valley Unified School District Certificates of Participation	0.01%	2,623
City of Temecula General Fund Obligations	100.00%	19,027,000
<b>TOTAL GROSS DIRECT AND OVERLAPPING GENERAL FUND DEBT</b>		<b>\$ 82,151,686</b>
Less: Riverside County supported obligations		196,135
<b>TOTAL NET DIRECT AND OVERLAPPING GENERAL FUND DEBT</b>		<b>\$81,955,551</b>
 <b><u>OVERLAPPING TAX INCREMENT DEBT:</u></b>	100.00%	\$77,845,000
 TOTAL DIRECT DEBT		\$19,027,000
TOTAL GROSS OVERLAPPING DEBT		\$382,470,297
TOTAL NET OVERLAPPING DEBT		\$382,274,162
 GROSS COMBINED TOTAL DEBT		\$401,497,297 (2)
NET COMBINED TOTAL DEBT		\$401,301,162

(1) The percentage of overlapping debt applicable to the city is estimated using taxable assessed property value. Applicable percentages were estimated by determining the portion of the overlapping district's assessed value that is within the boundaries of the city divided by the district's total taxable assessed value.

(2) Excludes tax and revenue anticipation notes, enterprise revenue, mortgage revenue and non-bonded capital lease obligations.

### **Ratios to 2014-15 Assessed Valuation:**

Total Overlapping Tax and Assessment Debt.....	1.57%
Total Direct Debt (\$27,759,000).....	0.12%
Gross Combined Total Debt.....	2.60%
Net Combined Total Debt.....	2.60%

### **Ratios to Redevelopment Successor Agency Incremental Valuation:**

Total Overlapping Tax Increment Debt.....	4.06%
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NOTE: This data will be updated to the current year in the Final Annual Operating Budget



## LARGEST EMPLOYERS BY NUMBER OF EMPLOYEES

<b>NAME OF EMPLOYER</b>	<b>NUMBER OF EMPLOYEES</b>				
	As of June 2014	As of June 2015	As of June 2016	As of June 2017	As of June 2018
Temecula Valley Unified School District	2,604	2,988	2,961	3,050	3,050
Abbott Laboratories (f/k/a Guidant Corporation)	2,000	2,000	2,000	2,000	1,500
PHS Medline	1,600	1,280	900	900	900
Infinean Technologies America's Corp (f/k/a Int'l Rectifier)	750	600	585	697	672
Temecula Valley Hospital	475	580	650	650	800
Walmart	600	600	600	600	600
Milgard Manufacturing	240	370	400	408	450
South Coast Winery Resort & Spa	256	256	256	425	425
Costco Wholesale Corporation	340	340	376	404	404
EMD Millipore (f/k/a Chemi-Con International)	270	270	330	375	375
DCH Auto Group Temecula	260	276	293	312	326
Channell Commercial Corporation	175	275	264	320	320
FFF Enterprises Inc.	180	225	303	303	303
Macy's	300	380	420	353	289
Temecula Creek Inn	205	230	245	254	275
The Scotts Company	120	193	244	244	244
Paradise Chevrolet Cadillac	190	243	234	234	232
Toyota of Temecula Valley	160	170	187	187	230
Home Depot	160	191	191	210	210
Air Bus DS Communications	190	190	180	190	190
Lowe's	150	170	170	170	185
City of Temecula	156	158	156	143	172
National Merchants Association	**	**	**	156	156
Pacific Hydraulic Services/MWA	146	155	155	155	155
WinCo	108	154	154	154	154
Rancho Ford Lincoln Mercury	111	133	150	150	153
Opto 22, Inc.	170	170	150	150	150
Dayton Hudson Corporation/Target	190	172	166	170	150
JC Penney Company	150	150	150	150	150
BJ's Restaurant & Brewery	**	**	**	**	150
Temecula Valley Winery Management	**	**	**	**	150
Rancho California Water District	148	143	143	143	143
Rancho Family Medical Group	**	**	**	**	133
Stater Brothers	140	115	115	117	118
Tension Envelope	120	120	120	110	110
Southwest Traders	227	129	109	109	109
RR Donnelley Company	**	107	107	107	107
Atria Vintage Hills	102	101	101	101	101
Bomatic, Inc.	**	**	100	100	100

\*\* Data Not Available

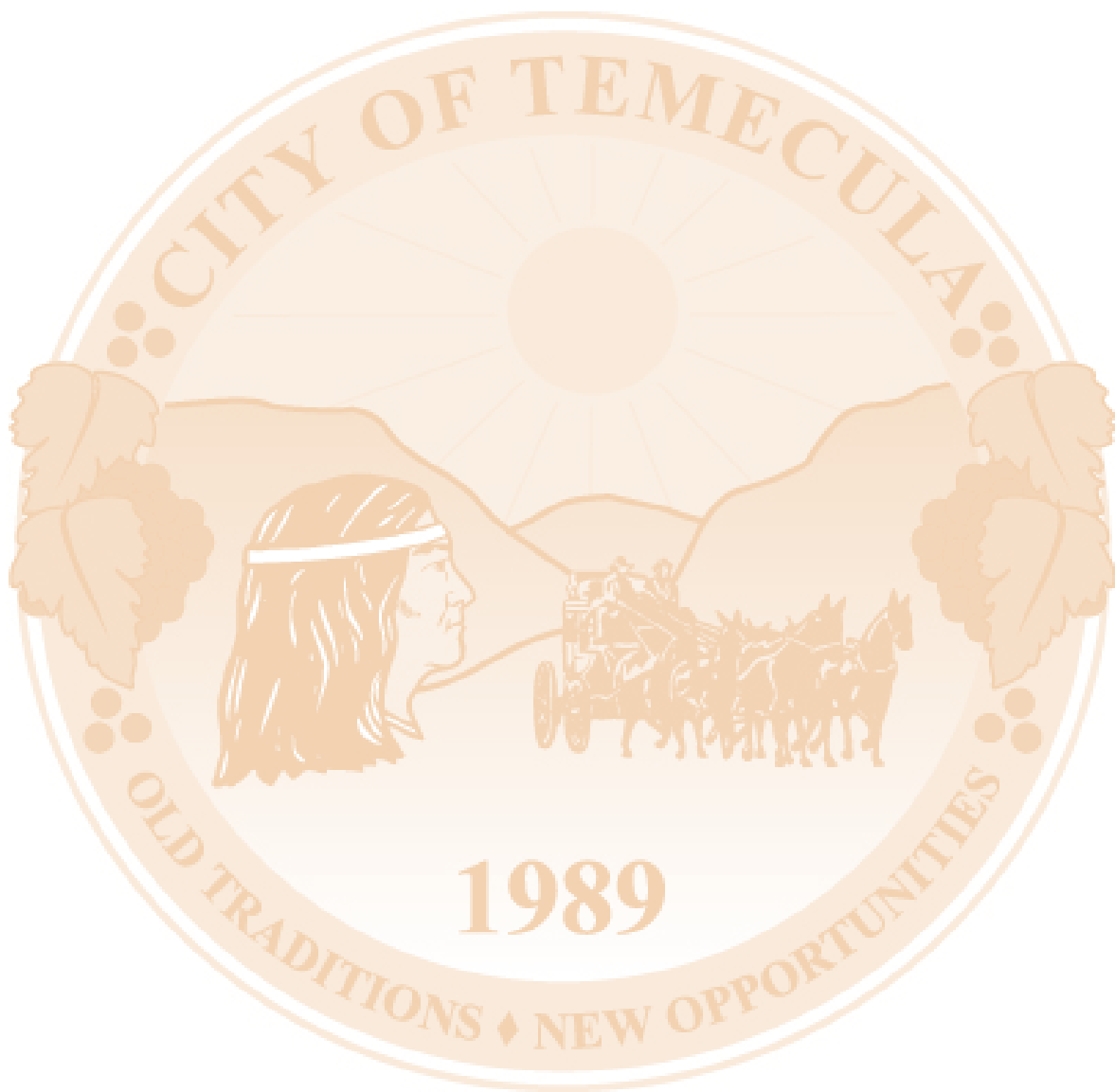
Source : Temecula Valley Chamber of Commerce



## COMPARATIVE CITY INFORMATION

NAME OF CITY	FISCAL YEAR	NUMBER OF EMPLOYEES	POPULATION	ACTUAL GENERAL FUND REVENUES	ACTUAL GENERAL FUND EXPENDITURES	EXPENDITURES PER CAPITA
TEMECULA	2017-18	168*	113,181	\$98,140,769	\$86,661,591	\$766
	2016-17	158*	111,024	\$75,859,173	\$74,122,150	\$668
	2015-16	158*	109,064	\$70,230,811	\$64,089,782	\$588
	2014-15	156*	108,920	\$64,854,471	\$64,094,683	\$588
	2013-14	156*	106,289	\$61,661,886	\$63,982,533	\$602
ESCONDIDO	2017-18	954	151,478	\$100,665,380	\$101,669,305	\$671
	2016-17	1,032	151,478	\$93,961,900	\$95,831,502	\$633
	2015-16	1,018	151,492	\$92,819,830	\$91,111,638	\$601
	2014-15	1,028	150,760	\$86,972,237	\$89,013,686	\$590
	2013-14	1,090	147,294	\$83,340,943	\$84,631,708	\$575
MORENO VALLEY	2017-18	456	207,629	\$106,837,841	\$107,247,625	\$517
	2016-17	446	206,750	\$95,087,633	\$90,077,931	\$436
	2015-16	429	201,175	\$93,125,680	\$85,081,035	\$423
	2014-15	413	200,670	\$84,494,238	\$81,673,910	\$407
	2013-14	398	199,258	\$82,042,818	\$75,861,268	\$381
HEMET	2017-18	←-----Information Not Available-----→				
	2016-17	300	81,868	\$38,969,150	\$41,312,392	\$505
	2015-16	276	83,032	\$37,416,864	\$39,133,264	\$471
	2014-15	280	82,253	\$34,613,345	\$36,609,956	\$445
	2013-14	291	81,537	\$33,134,769	\$36,260,037	\$445
LAKE ELSINORE	2017-18	96	63,365	\$41,848,538	\$42,632,954	\$673
	2016-17	101	62,092	\$42,303,405	\$42,089,161	\$678
	2015-16	91	58,426	\$39,467,273	\$39,058,050	\$669
	2014-15	83	60,029	\$36,622,958	\$36,418,612	\$607
	2013-14	85	56,718	\$27,481,659	\$29,567,647	\$521
MURRIETA	2017-18	321	113,541	\$46,103,421	\$41,634,368	\$367
	2016-17	320	114,914	\$41,186,153	\$45,369,337	\$395
	2015-16	317	113,795	\$42,170,532	\$39,187,888	\$344
	2014-15	315	107,279	\$39,399,871	\$37,614,547	\$351
	2013-14	297	106,425	\$36,169,207	\$33,714,227	\$317

\*Denotes total authorized positions within the City of Temecula



## GLOSSARY OF ACRONYMS

- ACM** – Assistant City Manager
- ADA** – Americans with Disabilities Act
- AED** – Automated External Defibrillator
- ALPR** – Automated License Plate Reader
- AOB** – Annual Operating Budget
- ARRA** – American Recovery and Reinvestment Act of 2009
- CAFR** – Comprehensive Annual Financial Report
- CAP** – Community Action Patrol
- CDBG** – Community Development Block Grant
- CFD** – Community Facilities District
- CEQA** – California Environmental Quality Act
- CERT** – Community Emergency Response Team
- CIP** – Capital Improvement Program
- COP** – Certificate of Participation
- CPI** – Consumer Price Index
- CPR** – Cardiopulmonary Resuscitation
- CRC** – Community Recreation Center
- CSMFO** – California Society of Municipal Finance Officers
- CSO** – Community Services Officer
- DFCI** – Diesel Fuel Component Index
- DIF** – Development Impact Fee
- DOJ** – Department of Justice
- DOT** – Department of Transportation
- EECBG** – Energy Efficiency Conservation Block Grant
- EMS** – Emergency Medical Services
- EMT** – Executive Management Team
- EOC** – Emergency Operations Center

## **GLOSSARY OF ACRONYMS (continued)**

**EOP** – Emergency Operation Plan

**FEMA** – Federal Emergency Management Agency

**FOC** – Field Operations Center

**FTE** – Full-Time Equivalents

**GAAP** – Generally Accepted Accounting Principles

**GASB** – Governmental Accounting Standards Board

**GFOA** – Government Finance Officers Association

**GIS** – Geographic Information System

**HELPS** – Healthy Living Programs for Seniors

**HRIS** – Human Resources Information System

**HSIP** – Highway Safety Improvement Plan

**HUD** – United States Department of Housing and Urban Development

**IT** – Information Technology

**ITS** – Intelligent Transportation System

**JRMP** – Jurisdictional Runoff Management Plan

**LHMP** – Local Hazard Mitigation Plan

**LRPMP** – Long Range Property Management Plan

**MCP** – Management Compensation Plan

**MOU** – Memorandum of Understanding

**MS4** – Municipal Separate Storm Sewer System

**MSHCP** – Multi-Species Habitat Conservation Plan

**MVLF** – Motor Vehicle License Fee

**NPDES** – National Pollutant Discharge Elimination System

**PEG** – Public, Education & Government Fees Fund

**PERS** – California Public Employees Retirement System

**POD** – Point of Destination

**POST** – Peace Officers Standards and Training

**QLMP** – Quality of Life Master Plan

## **GLOSSARY OF ACRONYMS (continued)**

**RCTC** – Riverside County Transportation Commission

**RDA** – Redevelopment Agency

**REACH** – Real Exceptional Adults Creating Hope

**ROPS** – Recognized Obligation Payments Schedule

**RPTTF** – Redevelopment Property Tax Trust Fund

**RTA** – Riverside Transit Agency

**SARDA** – Successor Agency to the Redevelopment Agency

**SEMS** – California’s Standardized Emergency Management System

**SLESF** – Supplemental Law Enforcement Services Fund

**SOR** – Service Order Requests

**SQL** – Structured Query Language

**TCC** – Temecula Citizens’ Corps

**TCSD** – Temecula Community Services District

**TEEM** – Temecula Energy Efficiency Asset Management Fund

**TOT** – Transient Occupancy Tax

**TUMF** – Transportation Uniform Mitigation Fee

**TVE<sup>2</sup>/TVEE** – Temecula Valley Entrepreneurs’ Exchange

**TVUSD** – Temecula Valley Unified School District

**WQIP** – Water Quality Improvement Plan

**WQMP** – Water Quality Management Plan

**WRCOG** – Western Riverside Council of Governments

**YEPP** – Youth Emergency Preparedness Program

## GLOSSARY OF TERMS

**ACCRUAL BASIS** – The recording of the financial effects on a government of transactions and other events and circumstances that have cash consequences for the government in the periods in which those transactions, events, and circumstances occur, rather than only in the periods in which cash is received or paid by the government.

**ACTUAL** - Represents the actual costs from the results of operations.

**ADOPTED** - Represents the budget as approved by the City Council.

**AGENCY FUND** - A fund normally used to account for assets held by a government as an agent for individuals, private organizations or other governments and/or other funds.

**APPROPRIATION** - A legal authorization granted by the City Council to make expenditures and incur obligations for specific purposes.

**AUDIT** - A systematic collection of the sufficient, competent evidential matter needed to attest to the fairness of management's assertions in the financial statements or to evaluate whether management has efficiently and effectively carried out its responsibilities.

**BALANCE SHEET** - The financial statement disclosing the assets, liabilities, and equity of an entity at a specified date.

**BALANCED BUDGET** – A budget that reflect operating revenues that fully cover operating expenditures.

**BUDGET** - A plan of financial operation embodying an estimate of proposed expenditures for a given period and the proposed means of financing them. Used without any modifier, the term usually indicates a financial plan for a single fiscal year.

**BUDGETARY CONTROL** - The control or management of a government or enterprise in accordance with an approved budget for the purpose of keeping expenditures within the limitations of available appropriations and revenues.

**CAPITAL IMPROVEMENT PROGRAM (CIP)** - A comprehensive plan which projects the capital needs of the community. Generally, it is a cyclical process that projects the needs for a set number of years. Capital improvements plans are essential to sound infrastructure and financial planning. The annual capital budget is derived from the long-term CIP.

**CAPITAL OUTLAY** - Expenditures which qualify as capital costs that have a unit cost of greater than \$5,000 and a useful life exceeding five years. This includes furniture, fixtures, machinery, equipment, and other relatively minor fixed assets.

**COMMUNITY DEVELOPMENT BLOCK GRANT (CDBG)** - Funds allocated to local government from the federal government, based on a formula, but required to be applied for and used within a broad functional area such as community development.

**CONTINGENCY** - A budgetary reserve set aside for emergency or unanticipated expenditures.

## GLOSSARY OF TERMS (continued)

**CORE VALUES** - The six strategic priorities identified by the Temecula community as part of the Temecula 2030 Quality of Life Master Plan in October 2011. These core values reflect the vision for the City's ideal future, and commit the City through a performance based process to accomplish those values through a series of five year long term goals which are developed as part of the budget process.

**CURRENT BUDGET** - Represents the original adopted budget plus any approved changes and anticipated year-end adjustments.

**DEBT SERVICE FUND** - A fund established to account for the accumulation of resources for, and the payment of, general long-term debt principal and interest. Sometimes referred to as a Sinking Fund.

**DESIGNATED FUND BALANCE** - Management's intended use of available expendable financial resources in governmental funds reflecting actual plans approved by the City Council.

**ENCUMBRANCE** - Obligations in the form of purchase orders, contracts, or other commitments. They cease to be encumbrances when paid, cancelled, or when the actual liability is set up.

**EXPENDITURES** - Decreases in net financial resources that include current operating expenses that require the current or future use of net current assets, debt services, and capital outlays.

**FEES** - Charges for specific services.

**FINES AND FORFEITURES** -. A fine is a financial penalty imposed by a government agency as restitution for wrongdoing. The wrongdoing is typically defined by a codification of legislation, regulations, and decrees. Forfeiture is the automatic loss of property, including cash, as a penalty for breaking the law, or as compensation for losses resulting from illegal activities. Once property has been forfeited, the City may claim it, resulting in confiscation of the property.

**FISCAL YEAR** - The period designated by the City for the beginning and ending of financial transactions. The fiscal year begins July 1 and ends June 30.

**FRANCHISE** - A special privilege granted by a government, permitting the continued use of public property, such as refuse disposal and cable television, and usually involving the elements of monopoly and regulation.

**FULL-TIME EQUIVALENTS (FTE)** - The amount of time a position has been budgeted for in terms of the amount of time a regular, full-time employee normally works in a year. Most full-time employees are paid for 2,080 hours in a year.

**FUND** - A fiscal and accounting entity with a self-balancing set of accounts recording cash and other financial resources together with all related liabilities and residual equities or balances and changes therein which are segregated for the purpose of carrying on specific activities or attaining certain objectives in accordance with special regulations, restrictions, or limitations.

## GLOSSARY OF TERMS (continued)

**FUND BALANCE** - The difference between assets and liabilities that is generally spendable or available for appropriation. Some Governmental funds as well as Proprietary and Fiduciary funds which utilize full accrual basis of accounting also include non-spendable fund balance which includes amounts that cannot be spent because they include prepaid items or inventories or are legally required to be maintained intact, such as the principal portion of an endowment.

**GANN APPROPRIATIONS LIMIT** - This term refers to Article XIII B of the California State Constitution that places limits on the amount of proceeds from taxes that state and local governmental agencies can receive and spend each year.

**GENERAL FUND** - The fund used to account for all financial resources except those required to be accounted for in another fund (i.e., enterprise or grant funds). Usually, the General Fund is the largest fund in a municipality.

**GENERALLY ACCEPTED ACCOUNTING PRINCIPALS (GAAP)** – GAAP is the uniform minimum standards of and guidelines to financial accounting and reporting. They govern the form and content of the basic financial statements of an entity. GAAP encompass the conventions, rules, and procedures necessary to define the accepted accounting practices at a particular time. They include both broad guidelines of general application and detailed practices and procedures. GAAP provides a standard by which to measure financial presentations.

**GRANTS** - Contributions or gifts of cash or other assets from another government to be used or expended for a specified purpose, activity, or facility.

**INTERGOVERNMENTAL REVENUES** - Funds received from federal, state, and other local government sources in the form of grants, shared revenues, and payments in lieu of taxes.

**INTERNAL SERVICE FUNDS** - A fund used to account for financing of goods or services provided by one department to other departments on a cost-reimbursement basis.

**LEVY** - To impose taxes for the support of government activities.

**LICENSES, PERMITS AND SERVICE CHARGES** - License and permit fees are charged as a means of recovering the cost of regulating various activities. These charges are authorized through the California Government Code and State Constitution. Examples include building permits and business licenses. The City also assesses service charges through user fees on everything from recreation programs to facility rentals. Service charge is also the classification for the Community Services funding allocation from the General Fund to the Temecula Community Services District. It is also the classification for charges back to departments from Internal Service Funds.

**LONG-TERM DEBT** - Debt with a maturity of more than one year after the date of issue.

**LONG TERM GOALS** - An observable and measurable end result, having one or more objectives to be achieved within a set time frame.

## GLOSSARY OF TERMS (continued)

**MEASURE C (SPECIAL TAX)** – A voter approved special tax charged to property owners in order to finance the operation, maintenance and servicing of public parks and recreational facilities, recreational and community services programs, median landscaping, arterial street lights and traffic signals. The maximum amount for each fiscal year is set by ordinance at \$74.44 per single-family residential dwelling unit, \$55.83 per multi-family residential dwelling unit, \$148.88 per acre of vacant property in a residential zone, \$297.76 per acre of vacant property in a non-residential zone, \$446.64 per acre of non-residential improved property, and \$37.22 per acre for agriculture uses. Special Tax is allocated 50% in the General Fund and 50% in the Community Services District.

**MEASURE S (SALES TAX)** – A one cent add-on sales tax, approved by voters on November 8, 2016, to maintain 9-1-1 emergency response times, prevent cuts to local paramedic/police/fire protection, school safety patrols, youth/afterschool senior, disabled services; improve freeway interchanges/reduce traffic; and other general services. It is estimated that this tax will generate approximately \$23 million annually.

**MISCELLANEOUS REVENUE** – Revenue which includes Police charges for services including report copies, fingerprint rolling fees, etc. as well as right of way advertising revenue, charges for planning commission packets and other miscellaneous charges and reimbursements.

**MODIFIED ACCRUAL BASIS** – The accrual basis of accounting adapted to the governmental fund-type measurement focus. Under it, revenues and other financial resource increments are recognized when they become susceptible to accrual that is when they become both “measurable” and “available” to finance expenditures of the current period. Expenditures are recognized when the fund liability is incurred except for (1) inventories of materials and supplies that may be considered expenditures either when purchased or when used. All governmental funds, expendable trust funds and agency funds are accounted for using the modified accrual basis for accounting.

**MOTOR VEHICLE LICENSE FEE** - The motor vehicle license fee (MVLF), also called the motor vehicle in-lieu tax, is a tax on the ownership of a registered vehicle in place of taxing vehicles as personal property. The MVLF is paid annually upon vehicle registration in addition to other fees, such as the vehicle registration fee, air quality fees, and commercial vehicle weight fees all of which fund specific state programs. The MVLF funds city services.

**OBJECTIVES** - The necessary steps to be accomplished in order to achieve a desired goal.

**OPERATING BUDGET** - Plans of current expenditures and the proposed means of financing them. The annual operating budget is the primary means by which most of the financing, acquisition, spending and service delivery activities of a government are controlled.

**OPERATING TRANSFERS IN/OUT** - Authorized exchanges of cash or other resources between funds.

**OPERATIONS & MAINTENANCE** - Supplies and other materials used in the normal operations of City departments.

## GLOSSARY OF TERMS (continued)

**OTHER TAXES** – Classification for all taxes with the exception of property tax and sales and use tax which are defined on their own. Includes Gas Tax, Measure C (Special Tax), Transient Occupancy Tax and Franchise Fees.

**PROPERTY TAX** - A 1% levy upon the assessed valuation of property, as established by Proposition 13 in 1978.

**PROPERTY TAX IN LIEU OF VLF** - A swap from the state of California, where over 90% of California city and county vehicle license fee revenues were exchanged for additional property tax. Subsequent to the Fiscal Year 2004-05 base year, each city's and county's property tax in lieu of VLF increases annually in proportion to the growth in gross assessed valuation in that jurisdiction.

**REVENUES** - The yield of taxes and other sources of income that a governmental unit collects and receives for public use.

**SALES AND USE TAX** - Sales tax applies to the sale of merchandise, including vehicles within the State of California. The use tax applies to the use, storage or other consumption of those same kinds of items within the state. Sales tax applies when physical merchandise is purchased in California and use tax applies when a similar purchase without tax is made from a business located outside the state.

**SPECIAL ASSESSMENT** - A compulsory levy made against certain properties to defray all or part of the cost of a specific capital improvement or service deemed to benefit primarily those properties.

**SUCCESSOR AGENCY TO THE REDEVELOPMENT AGENCY (SARDA)** – Successor agency established in order to pay the debts and obligations and to perform the obligated activities of the former Temecula Redevelopment Agency (RDA) due to ABx1 26 which dissolved Redevelopment Agencies.

**TAXES** - Compulsory charges levied by a government to finance services performed for the common benefit. This term does not include specific charges made against particular persons or property for current or permanent benefits, such as special assessments. Neither does the term include charges for services rendered only to those paying such charges.

**TEMECULA COMMUNITY SERVICES DISTRICT (TCSD)** - An assessment district that was established in Temecula to provide a comprehensive, balanced neighborhood and community park system by constantly reviewing growth, demographics and facilities available. It also provides street lighting, median and slope maintenance, refuse hauling and a recycling program, emergency dirt road maintenance, library services and an intern fellowship program.

**TRANSIENT OCCUPANCY TAX** - Also called a Hotel Tax, this revenue source originates in a tax placed on lodging facilities for the occupancy of a room. The City of Temecula's Transient Occupancy Tax rate is 8%.

**TRANSFERS TO CIP** - Authorized exchanges of cash or other resources to the Capital Improvement Program.

## GLOSSARY OF TERMS (continued)

**UNDESIGNATED FUND BALANCE** - Available expendable financial resources in a governmental fund that are not the object of tentative management plans (i.e. designations.)

**USE OF MONEY AND PROPERTY** - Classification used for revenue sources which include lease and rental income, as well as investment interest.

**USER CHARGES/FEES** - A sum of money paid by the individual who chooses to access a service or facility. Examples of user fees include building permit fees and recreation class fees. With user fees, the individual directly pays for something he or she wants and receives what he or she has paid for.

**WESTERN RIVERSIDE COUNCIL OF GOVERNMENTS (WRCOG)** - WRCOG is a voluntary association that represents Riverside County, 17 member local cities located in Western Riverside County, Eastern Municipal Water District and Western Riverside Water District, that seek to provide cooperative planning, coordination, and technical assistance on issues of mutual concern that cross jurisdictional lines. The primary functions of WRCOG include (a) serve as a forum for consideration, study and recommendation on area-wide and regional problems; (b) assemble information helpful in the consideration of problems peculiar to Western Riverside County; (c) explore practical avenues for intergovernmental cooperation, coordination and action in the interest of local public welfare and means of improvements in the administration of governmental services; and (d) serve as the clearinghouse review body for Federally-funded projects in accordance with Circular A-95 in conjunction with the Southern California Association of Governments.