# CITY OF REDLANDS

## FISCAL YEAR 2015-2016

## ADOPTED BUDGET

City of REDLANDS "A City That Works"

# CITY OF REDLANDS
## CALIFORNIA

# 2015-2016
# ADOPTED
# BUDGET

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

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# 2015-2016
# Adopted Budget

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CITY OF REDLANDS
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June 2, 2015

**BUDGET MESSAGE FOR CITY MANAGER'S FISCAL YEAR 2015-2016 ADOPTED BUDGET**

The Adopted Budget for Fiscal Year 2015-2016 again presents a budget balanced on recurring revenue with a projected ending unreserved fund balance of $7.7 million. In addition, the City begins Fiscal Year 2015-2016 with reserves of $9.8 million, including $7.9 million reserved for contingency and the remainder reserved for various capital items. The Adopted Budget reflects decisions made to address the service needs of Redlands residents and the business community, with continued focus on sizing the organization to meet those needs with maximum quality and efficiency. Resident satisfaction with the services provided has been, and remains, a top priority.

The City's financial discipline throughout the economic downturn that began in 2007, and the more recent benefits of a recovering economy resulted in an estimated surplus at the end of Fiscal Year 2014-2015, and a continued course toward adding to reserves when either a surplus or one-time revenues becomes available. The reserves include recommended increases of $600,000 to close Fiscal Year 2014-2015, with $100,000 added to the contingency reserve; as well as $100,000, each to the reserves for Fire Vehicles; General Fund Vehicles; Maintenance: Building & Improvements; Maintenance: Park Playgrounds, Equipment, Facilities; and Capital replacement: HVAC, IT Equipment.

Although revenue projections indicate improvement in Fiscal Year 2015-2016, the effects of a sustained national economic recession continue to require fiscal discipline to maintain services and allow for incremental service enhancements. The Fiscal Year 2015-2016 Adopted Budget recommends enhanced service levels intended to meet the increased needs expected as a result of the recovering economy. Positions recommended for six months of funding during Fiscal Year 2015-2016 are tied to the recovering economy, and include such positions as a Planning Manager and a Fire Safety Specialist-Plan Checker to support anticipated new development projects; two police officers and a dispatcher to support continued new development in the 'donut hole,' estimated to add nearly 800 calls for service that will greatly impact dispatch and require more than 1,000 responses by Police officers; and a new four-man street crew (three full-time and two

part-time) to address the current deficiency in staff hours available to meet the outstanding workload. Currently, the hours spent by City crews on sidewalk repair, storm drain maintenance (NPDES), street striping, tree removal and palm frond pick-up, have not been sufficient to meet the needs expressed by the residents. One of the greatest concerns expressed by residents is the time it takes crews to pick-up palm fronds, not only following a storm but routinely. The addition of this new crew is expected to allow pick-up time of 24 hours following a storm rather than the week it may take currently, and to improve the time to complete routine palm frond pick-up, in addition to work orders relating to storm drains, streets and trees.

For the Library, $50,000 is recommended for part-time staffing to restore some hours of operation lost during the economic downturn, and provide greater services to the public, both in circulation and at the children's desk.

The Fiscal Year 2015-2016 Adopted Budget includes some significant revenue increases. Property tax revenues are estimated to improve overall by $1.3 million, or 5.5%. Sales tax revenues are expected at $1.6 million or 11% higher than prior year. Part of that increase is attributed to anticipated revenues from the new Mountain Grove retail center. Additional sales tax revenues will result from the one-time impact associated with the end of the State's Triple Flip 0.25% deduction, accounting for approximately 5%, or $762,000, of the overall increase. Increased development revenues of more than $500,000, or 25%, are also forecast as a result of greater development activity anticipated as the economy continues to improve. While these revenue projections are up, some sources have declined. In particular, gas tax revenues are down by approximately $522,000 and franchise fees by $252,000. Franchise fees received from the Gas Company in Fiscal Year 2014-2015 were almost $2.3 million, driven largely by gas usage at the Mountain View Power Plant, and higher than those in prior years. Revenues at that level may be an anomaly given the inherent volatility of these fees due to the uncertainty of gas prices and usage. As a result, the gas franchise fees estimated for Fiscal Year 2015-2016 have been conservatively rolled back to an amount just above their five-year average. Engineering revenues have declined by more than $500,000, with the majority of that decline, more than $300,000, the result of the City's reduction of NPDES fees, and rebates of $125,000 budgeted in Fiscal Year 2014-2015, but not expected in Fiscal Year 2015-2016. While Quality of Life revenues are declining by more than $800,000 in Fiscal Year 2015-2016, primarily due to the reduction in miscellaneous receipts, this did not adversely affect the bottom line because revenues in prior year from the Nevada Palmetto Grove proceeds were offset by expenditures that same year. Accordingly, as Quality of Life revenues have declined in Fiscal Year 2015-2016, so too have the department's expenditures.

Fiscal Year 2015-2016 revenues discussed above and all other estimated sources, along with positive Fiscal Year 2014-2015 estimates that allow for a large transfer to fund the Liability Fund in the current year, and a significantly reduced one in Fiscal Year 2015-2016, provide sufficient resources for six months funding of recommended new positions, and to pay for anticipated increases of up to 10% in retiree health care costs, as well as increases in PERS. The anticipated cost increases in PERS are primarily the result

of a change in actuarial assumptions and methodology for the Safety units. For these units, the employer's PERS rate, normally strictly a percentage of salaries, has been reduced, but beginning with Fiscal Year 2015-2016 will be supplemented by required lump sum payments to PERS, which when estimated by PERS as a percentage of payroll, reflect rate increases over prior year of approximately 3.2% for Police and 5.6% for Fire. An additional 1.50% for Police and 1.65% for Fire are added to the employer rate to fund debt service on their share of the City's Pension Obligation Bonds. In addition, the budget includes funding for negotiated salary increases for all bargaining units, but these have been offset by prior or concurrent pick-up by the employees of their employee share of PERS. Other appropriations in the Fiscal Year 2015-2016 budget include funding of $100,000 in the City Council's budget to fund special projects recommended throughout the year; $25,000 to upgrade the City Council chambers; and $150,000 in Quality of Life – Electrical for traffic signal cabinet replacement. The latter amount is sufficient to replace one of the more than 30 traffic signals throughout the City that are on average over 20 years old. The cabinet to be replaced will be determined based on the most critical need, just like the one recently approved for replacement at Brookside and San Mateo. Additionally, the budget includes $522,232 in IT for computer components, a portion of which is paid for through costs allocated to the General Fund; and $965,000 for the General Plan update which will be funded with monies reserved for that purpose. Significant funding for capital has been included at the end of Fiscal Year 2014-2015, including $190,000 recently approved for five Police patrol units and equipment, as well as another $113,858 that includes three vehicles in support of other Police functions and one vehicle for Animal Control; $100,000 recently approved for equipment to support additional striping, storm drain maintenance and tree removal, as well as an additional $450,000 recommended in Municipal Utilities - Engineering for sidewalk repairs. This capital funding is recommended in the current year so that funding in Fiscal Year 2015-2016 could be minimized and a balanced budget maintained. At June 30, 2016, the General Fund is expected to achieve a surplus of $14,527 and to retain its $7.7 million unreserved fund balance.

The needs of the residents and business community will be addressed not only by General Fund staff, but also through enterprise fund staffing. Various positions have been added to improve production and maintenance services in Water and Wastewater, and a Water Conservation Assistant has been added to address the on-going requirements resulting from California's severe drought conditions. Two Associate Engineers are recommended to address an increased workload from a long list of grant-funded and other improvement projects that include the Orange Blossom Trail, a Pipeline Replacement program, and the "PARIS" Pavement Management program. Given the priorities of the City Council's 2014-2017 Strategic Plan and the importance of infrastructure to the residents of Redlands, it is anticipated that as the existing projects are completed, new ones will be undertaken.

The City operates 400 miles of water pipeline, of which approximately 33 miles has been replaced since 2007. Despite this replacement schedule, much more is needed to keep the system in proper operating condition. Given the average age of pipelines in the City, five miles of pipelines should be replaced each year to keep pace with the rate of degradation.

Add to this the nearly 30 miles of pipeline that has reached or exceeded its 65-year life expectancy, and it is clear there is much more work to do. Included in this year's budget is $3 million in funds to replace another 3.5 miles of pipeline that will be replaced in coordination with the City's "PARIS" program. Still, this funding level is insufficient to meet the stated needs, and staff is developing a plan to address the City's current and future needs.

Over the past three years as a result of the "PARIS" program, the City has resurfaced 110 lane miles of the most used streets in the City. Under construction now is the resurfacing of another nearly 100 lane miles, bringing the total to nearly 210 lane miles. Next year's $10 million resurfacing project which is slated to resurface another 200 lane miles of streets is currently under design. Once finished, staff will have completed more than 95 percent of the promised resurfacing of two-thirds of all City streets; with the remaining resurfacing to be completed in the following year. This is a significant achievement and one that staff is proud to have completed.

To pay for the significant street impacts caused by its heavy trucks, Solid Waste continues to support the "PARIS" program, contributing $3.6 million in Fiscal Year 2015-2016, with approximately $1.9 million in debt service on bonds issued for the program, along with $1.7 million to the Local Transportation Fund to fund the resurfacing of additional lane miles.

Besides providing funding for the "PARIS" program, the Solid Waste budget for Fiscal Year 2015-2016 recommends funding to address operating and capital needs that include $350,000 for landfill consulting and repairs, $308,041 for an automated side loader, $50,000 for two small truck chassis, and $150,000 for the removal of a temporary stockpile of concrete construction and demolition debris, as per regulatory requirements. Currently, three pieces of landfill heavy equipment, a D-8 dozer, a landfill water pull, and a compactor are non-operational and must be rented. Funding of $385,000 has been included in the budget to lease purchase this equipment, a more cost-effective option than continuing to rent, and more appropriate from a cash flow perspective.

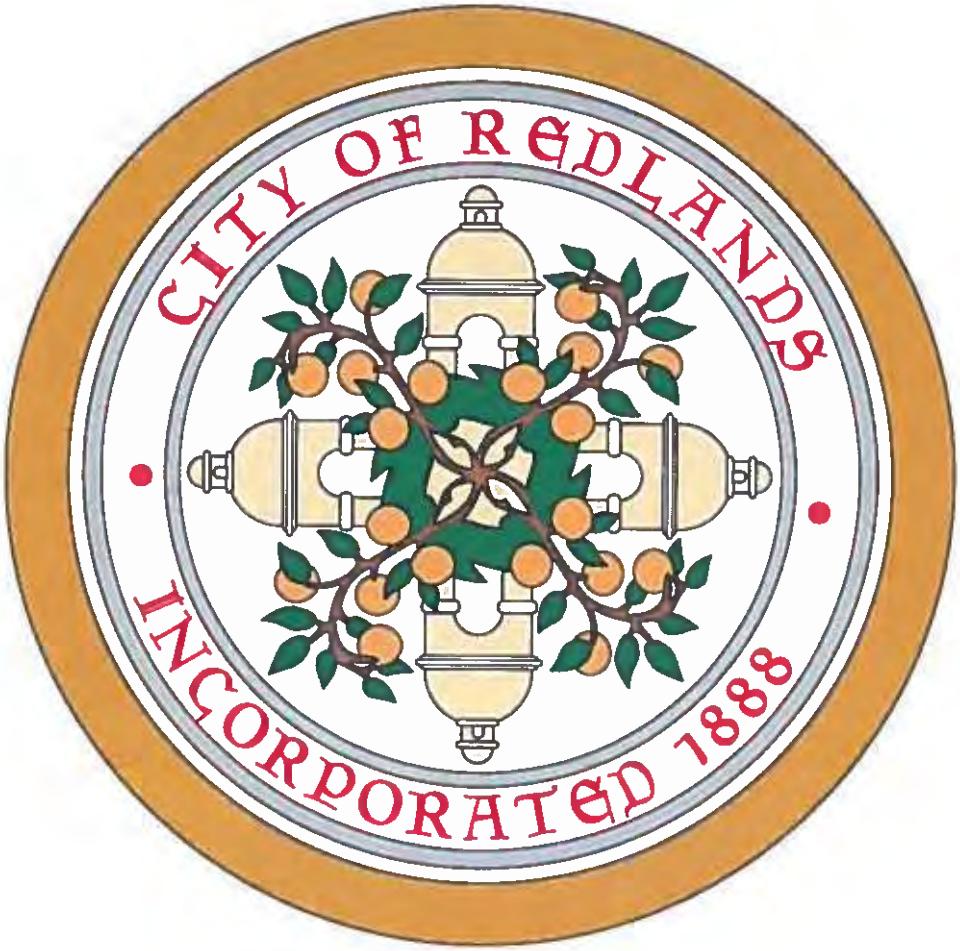
Funding has been included in the Cemetery budget to implement the Business Plan developed for the City's Hillside Memorial Park. It includes the remaining funding for the current contracted manager, as well as six months of salary and benefits to hire a full-time manager. Additionally, $924,600 has been included in capital, with $564,000 of that for street construction throughout the cemetery and $330,600 for various improvements recommended per the Plan, such as cremation gardens, bench estates and niches.

Just as addressing the Cemetery's underperformance and deterioration is a priority, so too, is addressing other underperforming assets of the City. To that end, $85,000 in funding has been recommended in the Airport's budget to hire a consultant to develop a business plan similar to the one developed for the Cemetery. Like the Cemetery, the intent is to ultimately hire a full-time Airport Manager who would follow through with the business plan to ensure the Airport remains a sustainable enterprise.

We take pride in the numerous achievements accomplished by the City, even during the most difficult of economic times, and look forward to the continuation of many of these, including economic development initiatives, comprehensive street rehabilitation projects under the "PARIS" Pavement Management program, and growth in our nationally recognized volunteer program, and in the future, to new achievements that will live up to the City Council's vision statement for the City: "Redlands is a balanced, innovative and healthy community meeting tomorrow's need while protecting the quality and heritage we value."

Finally, I wish to express my sincere thanks to the the professional Executive and support staff who, once again, have been instrumental in the development of a balanced budget for Fiscal Year 2015-2016, especially staff in the Finance Department.

N. Enrique Martinez
City Manager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# Redlands City Values

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

### We Strive for Excellence and are Innovative:

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

### We are Fiscally Responsible:

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

### We Seek Sustainability:

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

### We are Responsive:

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

### We are Fair, Honest, and Act with Integrity:

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

### We are Accountable and Make Sound Decisions Based on Clear Rationale:

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

### We Treat Everyone with Respect:

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

### We Embrace Diversity and Inclusiveness:

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

### We Communicate Openly, Clearly and Frequently:

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

### We Take Pleasure in the Work We Do:

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

City of REDLANDS "A City That Works"

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# City of Redlands
# 2015-2016
# Adopted Budget

## Budget and Finance Policies

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

### I. GENERAL POLICIES

1. The City organization will implement the City Council's goals, objectives, and policies through a service delivery system financed by the Operating and Capital Budgets.

2. The relationship between the Operating and Capital Budgets will be explicitly recognized and incorporated into the budget process. Based on available resources, the City Council will make available sufficient funds to provide municipal operating services and maintenance or enhancement of fixed assets needed to support public demand for City services.

3. The City will work to improve customer service and the productivity and performance of its programs and employees, and will seek ways to eliminate duplicative functions within the city government and between the City of Redlands and other public agencies in the community. A reporting mechanism based on clear performance measures, return on investment, and highlighting the service efforts and accomplishments of the City's major services will be developed.

4. Whenever feasible, the cost to the government of providing services will be fully recovered by user fees. As mandated by Generally Accepted Accounting Principles (GAAP), Enterprise funds will be used when legal requirements or management policy requires the full cost of providing services to customers outside the organization, including capital, be recovered through fees and charges. Fiscal accountability for Enterprise Funds will be in accordance with the City's Enterprise Fund Policy, Resolution No. 7318. Internal Service Funds are designed to function as cost-reimbursement funds for services provided to other funds or departments of the primary government. Enterprise and Internal Service funds shall be self-supporting.

5. All current operating expenditures will be paid for with current revenues.

6. Adequate reserves will be maintained and all known liabilities will be identified and reported consistent with Generally Accepted Accounting Principles. In addition to maintaining a "Reserve for Contingency" (Committed Fund Balance), the City may establish "reserves" (Assigned Fund Balance) for special purposes, including but not limited to, unanticipated staff retirements, certain types of overtime, and equipment purchases.

7. Efforts will be coordinated with other governmental agencies to achieve common policy objectives, share the cost of providing governmental services on an equitable basis, and support favorable legislation at the state and federal level.

8. City expenditure and revenue analyses shall include, at minimum, a three year projection.

9. The City will seek out, apply for, and effectively administer federal, state, local, and other grants or assistance that address the City's current priorities and policy objectives.

10. The public shall be afforded appropriate opportunities for comment on all City financial activities consistent with current ordinances and other laws and regulations.

## II. REVENUE POLICIES

1. The City will build and maintain a diversified and stable revenue system to shelter it from short-run fluctuations in any one source.

2. The City will follow an aggressive policy of collecting all revenues, and will report periodically on progress achieved.

3. The City will establish all user fees and charges at a level related to the full costs (operating, direct, indirect and capital) of providing the service, or provide justification for any level less than this amount. The City will review fees/charges periodically.

4. The City will review market rates and charges levied by other municipalities of similar size for like services when establishing rates, fees and charges.

5. Revenues will be conservatively estimated.

## III. EXPENDITURE POLICIES

1. The City shall operate on a balanced budget in accordance with the Fund Balance Policy, Resolution No. 7346.

2. The City shall take immediate corrective actions if at any time during the fiscal year expenditure and revenue re-estimates are such that an operating deficit is projected at year-end. Corrective actions can include a hiring freeze, expenditure reductions, fee increases, or other options. Inappropriate expenditure deferrals into the following fiscal year, short-term inter-fund loans, or use of one-time revenue sources for other than one-time expenditures shall be avoided.

3. The City Manager shall undertake periodic staff and third-party reviews of City programs for both efficiency and effectiveness. Privatization and contracting with other governmental or other agencies will be evaluated as alternatives to service delivery. Programs that are determined to be inefficient and/or ineffective shall be reduced in scope or eliminated.

4. The City shall make every effort to maximize any discounts offered by creditors/vendors.

5. Staff shall use competitive bidding, in accordance with the City's Purchasing Ordinance and state law, to attain the best possible price on goods and services.

## IV. FUND BALANCE POLICIES

General Fund:

1. In accordance with the City's Fund Balance Policy, Resolution No. 7346, fund balance will be categorized for annual financial statement reporting purposes as required by Government Accounting Standards Board (GASB) 54 into the following five categories: Nonspendable, Restricted, Committed, Assigned and Unassigned (terminology used in the Budget does not specify the categories used in reporting purposes, but uses the familiar "reserved" and "unreserved" fund balance).

2. As recommended by the Government Finance Officer's Association, the City will establish a General Fund Ending "Unreserved" (Unassigned) Fund Balance of no less than a) 5% - 15% of regular general fund operating revenues, or b) no less than 1 – 2 months of regular general fund operating expenditures.

3. The General Fund "Unreserved" (Unassigned) Fund Balance, including the Fund Balance "Reserved for Contingency" (Committed Fund Balance), and other reserves (Assigned Fund Balance) will be approximately twenty-five (25%) of general fund operating expenditures. "Reserves" (Committed and Assigned Fund Balance) for the General Fund will be funded at the minimum percentages established by the Fund Balance Policy. Additional funding of "reserves" may be made by the City Council in accordance with the Policy.

4. "Reserves" for encumbrances will be established at the end of every fiscal year to designate fund balance in the amount equal to the City's unpaid obligations and unfinished projects at year-end.

5. Funding levels of General Fund "reserves" will be reviewed during periods of economic stagnation to avoid reductions in operating service levels.

6. Appropriations or use of funds from any "reserves" will require City Council action in accordance with the Fund Balance Policy.

V. CAPITAL IMPROVEMENT PLAN (CIP) POLICIES

1. The City will develop a multi-year plan for capital improvements, update it annually and make capital improvements in accordance with the plan. If mid-year revisions to the plan are necessary, these will be brought to the City Council for review and approval.

2. The City will maintain its physical assets at a level adequate to protect the City's capital investment and to minimize future maintenance and replacement costs. The budget will provide for adequate maintenance and orderly replacement of capital assets from current revenues where possible.

3. Capital projects will conform to the following criteria:

A. will be part of an approved City plan;
B. will be part of an adopted maintenance/replacement schedule;
C. will minimize operating costs; and
D. will be selected according to the established Capital Improvement Plan.

4. The capital budget process will work in conjunction with the regular operating budget process. CIP projects will be flagged as funded or unfunded depending on whether or not the forecasted operating budget can support or fund the project. All funded CIP projects will be included in the operating budget for the current budget year.

VI. ANNUAL AUDIT

1. The City will require an annual audit by a qualified independent accountant of the books of account, financial records, inventories and reports of all City officers and employees involved in the handling of financial matters.

2. Selection of an independent auditing firm will be made by the City Council following a competitive proposal process. It is the policy of the City that the most qualified firm is selected and therefore the lowest cost approach is not the defining method of selecting an auditing firm. Among equally qualified firms, cost may be considered a determining factor in selection and award of contract.

3. The City shall issue a Request for Proposal for audit services at least every five years, and at that time, will consider rotation of audit firms, or at minimum, rotation of audit partners from the same firm.

# City of Redlands
# 2015-2016
# Adopted Budget

## Summary of the Budget Process

### BUDGET ADOPTION

The City of Redlands prepares and adopts a revised current fiscal year estimate and a new fiscal year projection in June of each year. The revised 12 month estimate for the current fiscal year becomes the final budget estimate as the year closes and the projection for the new fiscal year becomes the initial budget estimate of activity. This initial estimate is typically reviewed closely at mid-year in order to determine significant changes which are then presented to the City Council. However, due to the uncertainty in the economy over the last couple of years, close monitoring and review of the budget, with updates to the City Council, has become an on-going process.

### BUDGET FORMAT

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

### BASIS OF ACCOUNTING

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

#### Governmental Funds

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

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

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

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

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

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

Proprietary and Fiduciary Funds

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

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

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

BUDGET AMMENDMENTS

During the fiscal year, the City Council may, at their discretion, authorize amendments to the budgeted revenues and expenditures and the amendments are input into the automated budget system. In addition, the City Manager is authorized to transfer budgeted amounts between departments within

any fund. However, revisions that alter the total expenditures of any fund must be approved by the City Council.

In addition to the above amendments, staff presents mid-year and year-end reviews of the budget to the City Council in February and June. This provides the opportunity for adjustments, if needed, to budgeted revenues and expenditures based on actual results during the first and second half of the fiscal year.

## BUDGET CALENDAR

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

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

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

Below is the actual calendar used for the current Adopted Budget.

| | |
|---|---|
| • Distribute budget packets & spreadsheets | 3/06/15 |
| • Requested completed budget packets due to Finance | 3/30/15 |
| • Finance review of department submissions | 3/31 - 4/17/15 |
| • Projected difference between sources and uses | 4/17/15 |
| • Finance presentation of projections to City Manager | 4/20/15 |
| • Department meetings with City Manager | 4/21/15 |
| • Presentation to Budget Subcommittee for review | 5/15/15 |
| • Budget Subcommittee meeting for recommendations | 5/20/15 |
| • Proposed Budget distribution to City Council for review | 5/22/15 |
| • Proposed Budget presentation to City Council | 5/27/15 |
| • Adoption by City Council | 6/02/15 |

# City of Redlands
# 2015-2016
# Adopted Budget

## Fund Descriptions

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

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

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

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

- Emergency Service Fund (205) – To account for the collection of a special property tax to be spent on paramedic services.

- Household Hazardous Waste Fund (206) – To account for revenue collected and expenditures made to properly dispose of household hazardous waste.

- Gas Tax Fund (207) – To account for the receipt and subsequent expenditure of the City's share of the State levied tax on gasoline and other vehicle fuels.

- Measure I Fund (208) – To account for revenues resulting from a voter-approved half-cent retail transaction and use tax, to be used for transportation improvements and traffic management programs.

- Local Transportation Fund (209) – To account for the receipt and expenditure of street improvement and road construction funds from various sources including projects financed by State grant activity.

- Measure I Fund (2010) (210) – To account for "new" revenues resulting from a voter-approved renewal of a half-cent retail transaction and use tax, to be used for transportation improvements and traffic management programs.

- Air Quality Improvement Fund (221) – To account for the collection and subsequent expenditure of AB2766 (District Fees to Implement the California Clean Air Act) monies to be used for pollution reduction.

- Traffic Safety Fund (223) – To account for the receipt of traffic fines for moving violations within the City limits.

- Designated Receipts Fund (225) – To account for deposits and donations designated for specific purposes.

- Open Space Fund (227) – To account for receipt and subsequent expenditure of developer fees collected to acquire open space land in and around the City.

- Downtown Redlands Business Area Fund (236) – To account for various activities and special events with the intent of attracting business to the downtown area.

- Parking Authority Fund (237) – To account for receipt and subsequent expenditure of fees collected as a result of a city-wide authority formed to control parking.

- General Capital Improvement Fund (240) – To account for the receipt and expenditure of grant revenue received by the City, other than Community Development Block Grant revenues.

- Community Development Block Grant Fund (243) – To account for expenditures and related reimbursements of various grants from the U.S. Department of Housing and Urban Development.

- Neighborhood Initiative Program Fund (245) – To account for expenditures and related reimbursements of grant monies received from the County of San Bernardino to preserve and revitalize neighborhoods.

- Asset Forfeiture Fund (246) – To account for receipt and subsequent expenditure of various asset seizure monies.

- Police Grants Fund (247) – To account for receipt and expenditure of grant monies received from various agencies for public safety programs.

- Supplemental Law Enforcement Fund (249) – To account for receipt and subsequent expenditure of AB1913 monies, which, pursuant to the Citizens' Option for Public Safety (COPS) Program, must be spent for supplemental law enforcement services.

- Park & Open Space Development Fund (250) – To account for the collection and subsequent expenditure of developer fees levied for the purpose of acquiring and developing land for parks and open space.

- Public Facilities Development Fund (251) – To account for the collection and related expenditure of development impact fees designated for constructing new and upgrading existing public facilities.

- Arterial Street Construction Fund (252) – To account for the collection and related expenditure of development impact fees designated for arterial street construction projects.

- Traffic Signals Fund (253) – To account for the collection and related expenditure of development impact fees designated for traffic signal construction projects.

- Freeway Interchanges Fund (254) – To account for the collection and related expenditure of development impact fees designated for freeway interchange construction projects.

- Street Lighting District #1 Fund (260) – To account for the maintenance, operation, and service of street lighting facilities financed by assessments collected from landowners within the district.

- CFD 2004-1 Assessments Fund (261) – To account for the maintenance of landscaping in public right-of-way and easements surrounding tracts within the district.

- Landscape Maintenance District Fund (263) – To account for assessments collected from landowners to maintain landscaping in parkways and common areas within the district.

- Community Facilities District Fund (265) – To account for developer deposits and bond proceeds related to Community Facilities Districts established for the purpose of constructing infrastructure.

- Disaster Recovery Fund (270) – To account for all expenditures and revenues relating to natural disasters, for the purpose of consolidating such information for federal and state reimbursements and enhancing Single Audit reporting requirements.

- Obligation Payment Administration Fund (288) – To account for monies received from the County to pay the recognized obligations of the Successor Agency to the former Redevelopment Agency.

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

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

- Redlands Public Improvement Corporation Fund (311) – To account for the retirement of the 1993 Refunding of the 1986 and 1987 Projects Certificates of Participation, the 1994 Taxable Certificates of Participation (City of Redlands/Wal-Mart Parking Facility), and the 2003 Refunding Lease Revenue Certificates of Participation.

- Successor Redevelopment Debt Service Fund (380) – To account for the retirement of the 1998 Tax Allocation Refunding Bonds, the 2003A Series Tax Allocation Bonds, and the 2007A Series Tax Allocation Bonds.

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

- Storm Drain Construction Fund (405) – To account for receipt and subsequent expenditure of developer fees assessed to provide additional storm drains, as required.

- Measure 'O' Bond Fund (417) – To account for proceeds of a general obligation bond, approved by the voters, for the purchase of park lands and "open space" areas.

- Successor Redevelopment Funds (480-488) – To account for Successor Agency activities as it completes the affairs and obligations of the dissolved redevelopment agency.

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

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

- Water Funds (501-509) – To account for water utility operations, projects, debt service costs, and impact fees of the City.

- Solid Waste Funds (511-519) – To account for refuse disposal collection operations, projects, debt service costs, and impact fees of the City.

- Sewer Funds (521-529) – To account for sewer utility operations, projects, debt service costs, and impact fees of the City.

- Groves Fund (538) – To account for the farming operations of citrus groves owned by the City.

- Non Potable Water Funds (541-549) – To account for non potable water utility operations, projects, debt service costs, and impact fees of the City.

- Cemetery Funds (562-563) – To account for the operations of Hillside Memorial Park Cemetery.

- Airport Fund (564) – To account for the operations of the Redlands Municipal Airport.

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

- Liability Self-Insurance Fund (602) – To account for the City's self-insured general and automobile liability programs, which are provided to all City departments and funds.

- Information Technology Fund (604) – To account for the general maintenance and service of all City computers and phone equipment provided to all City departments.

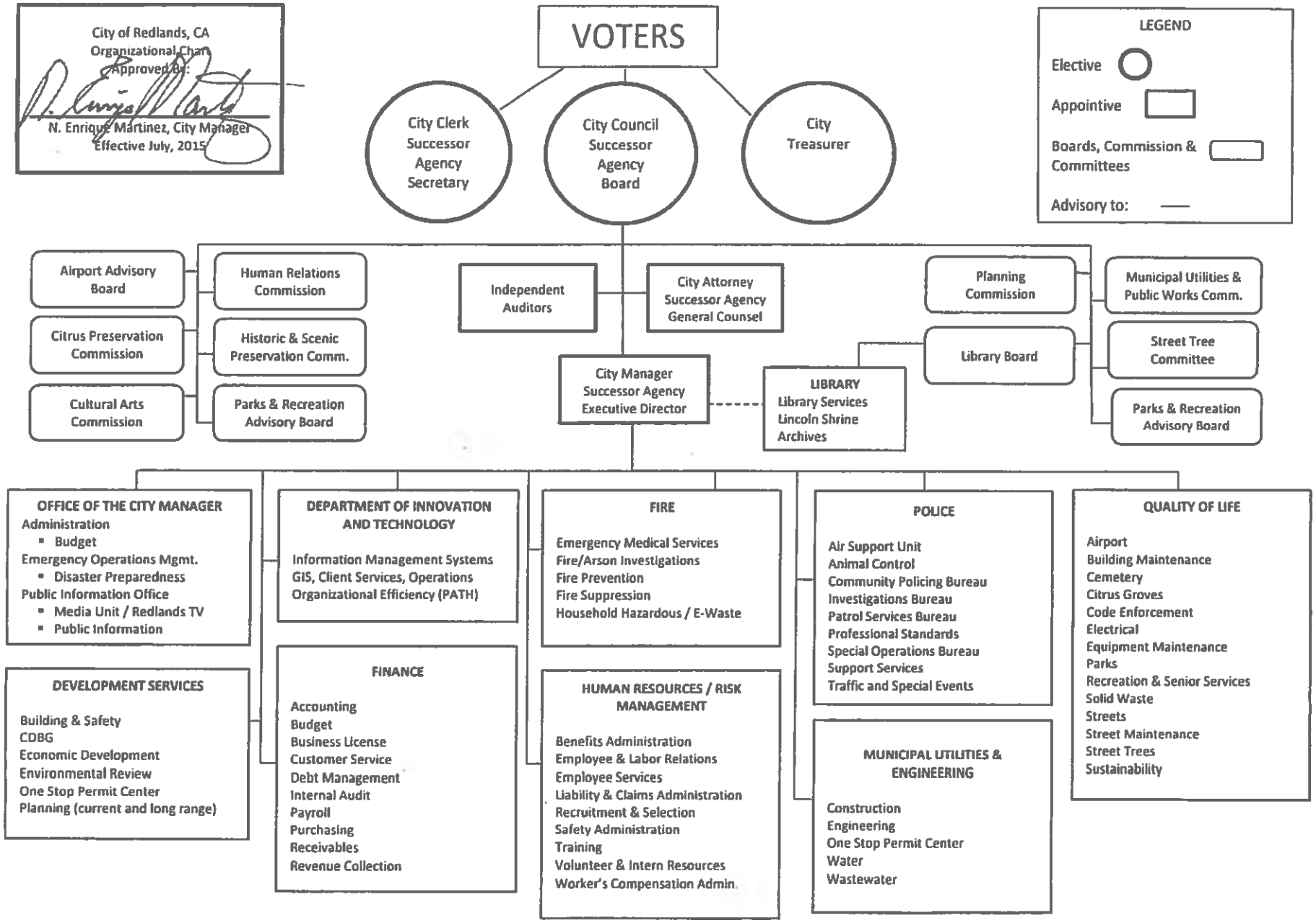
- Worker's Compensation Fund (606) – To account for the City's self-insured Workers' Compensation and General Safety Programs, which are provided to all City departments and funds.

- Equipment Maintenance Fund (607) – To provide ongoing maintenance of all City vehicles and major equipment and to account for vehicle rental services to all City departments.

- Utility Billing Fund (608) – To account for billing services costs provided for water, sewer, and solid waste.

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

- Trust & Agency Funds (701-720) – To account for the collection and disposition of deposits retained for specific purposes or subsequent refunding.


City of Redlands, CA
Organizational Chart
Approved By:
N. Enrique Martinez, City Manager
Effective July, 2015
VOTERS
City Clerk Successor Agency Secretary
City Council Successor Agency Board
City Treasurer
LEGEND
Elective
Appointive
Boards, Commission & Committees
Advisory to:
Airport Advisory Board
Citrus Preservation Commission
Cultural Arts Commission
Human Relations Commission
Historic & Scenic Preservation Comm.
Parks & Recreation Advisory Board
Independent Auditors
City Attorney Successor Agency General Counsel
City Manager Successor Agency Executive Director
LIBRARY
Library Services
Lincoln Shrine
Archives
Library Board
Planning Commission
Municipal Utilities & Public Works Comm.
Street Tree Committee
Parks & Recreation Advisory Board
OFFICE OF THE CITY MANAGER
Administration
Budget
Emergency Operations Mgmt.
Disaster Preparedness
Public Information Office
Media Unit / Redlands TV
Public Information
DEVELOPMENT SERVICES
Building & Safety
CDBG
Economic Development
Environmental Review
One Stop Permit Center
Planning (current and long range)
DEPARTMENT OF INNOVATION AND TECHNOLOGY
Information Management Systems
GIS, Client Services, Operations
Organizational Efficiency (PATH)
FINANCE
Accounting
Budget
Business License
Customer Service
Debt Management
Internal Audit
Payroll
Purchasing
Receivables
Revenue Collection
FIRE
Emergency Medical Services
Fire/Arson Investigations
Fire Prevention
Fire Suppression
Household Hazardous / E-Waste
HUMAN RESOURCES / RISK MANAGEMENT
Benefits Administration
Employee & Labor Relations
Employee Services
Liability & Claims Administration
Recruitment & Selection
Safety Administration
Training
Volunteer & Intern Resources
Worker's Compensation Admin.
POLICE
Air Support Unit
Animal Control
Community Policing Bureau
Investigations Bureau
Patrol Services Bureau
Professional Standards
Special Operations Bureau
Support Services
Traffic and Special Events
MUNICIPAL UTILITIES & ENGINEERING
Construction
Engineering
One Stop Permit Center
Water
Wastewater
QUALITY OF LIFE
Airport
Building Maintenance
Cemetery
Citrus Groves
Code Enforcement
Electrical
Equipment Maintenance
Parks
Recreation & Senior Services
Solid Waste
Streets
Street Maintenance
Street Trees
Sustainability

CITY OF REDLANDS
INCORPORATED 1888

# City of Redlands
# 2015-2016
# Adopted Budget

## INTRODUCTION TO FINANCIAL PLANS AND SUMMARIES

Schedule 1 — 2015-16 Adopted Budget Summary – General Fund highlights the components of the General Fund budget including beginning and ending fund balance and illustrates that the budget or funding plan is more than just revenues and expenditures. Reserve requirements, transfers to and from other funds and the beginning fund balance must also be considered.

Schedule 2 — Three Year Budget Estimate (2013-14 through 2016-17) – General Fund presents the General Fund's year-end audited position for fiscal year 2013-14 with estimates for the current year and two subsequent years.

Schedule 3 — Loans Outstanding for Fiscal Year 2015-16 identifies the outstanding balance of loans made between funds (Advances Receivable).

Schedule 4 — Schedule of Adopted Reserves for Fiscal Year 2015-16 lists all reserves of fund balance and retained earnings with the exception of encumbrances. Increases or decreases to reserves require City Council approval.

Schedule 5 — Summary of 2015-16 Financial Sources and Requirements by Fund presents the individual funding plan or budget summary for each fund.

Schedule 6 — Summary of 2015-16 Financial Sources and Requirements presents a summary of funding plans for all funds including totals for all City funds' revenues and appropriations.

City of Redlands
2015-2016 Adopted Budget Summary
General Fund

| | 2013-14 Actual | 2014-15 Adjusted Budget | 2014-15 12 Month Estimate | 2015-16 Adopted Budget |
|---|---|---|---|---|
| AVAILABLE FINANCIAL SOURCES: | | | | |
| BEGINNING FUND BALANCE-UNRESERVED | $ 7,599,263 | $ 8,725,981 | $ 8,725,981 | $ 7,646,272 |
| Revenues | | | | |
| Taxes: | | | | |
| Property | 22,674,407 | 22,430,000 | 23,128,248 | 24,411,000 |
| Sales | 14,179,793 | 14,537,000 | 14,766,230 | 16,424,000 |
| Franchise | 3,235,114 | 3,156,000 | 3,737,290 | 3,485,788 |
| Other-(TOT, Property Transfer, Mining) | 1,477,915 | 1,500,000 | 1,625,000 | 1,672,000 |
| Total Taxes | 41,567,229 | 41,623,000 | 43,256,768 | 45,992,788 |
| General Government: | | | | |
| Business Licenses | 3,305,534 | 3,280,000 | 3,280,000 | 3,325,000 |
| Motor Vehicle Fees | 30,515 | - | 29,476 | - |
| Interfund Charges | 3,313,006 | 3,518,170 | 3,518,170 | 3,518,170 |
| Investment Income | 201,166 | 75,000 | 125,000 | 130,000 |
| Other | 522,789 | 582,437 | 799,149 | 1,379,250 |
| Total General Government | 7,373,010 | 7,455,607 | 7,751,795 | 8,352,420 |
| Charges For Services: | | | | |
| Development Services | 1,821,088 | 2,120,743 | 2,156,651 | 2,694,924 |
| Library | 148,127 | 133,800 | 133,917 | 133,800 |
| Police and Animal Control | 546,326 | 446,263 | 482,412 | 451,263 |
| Community Services | 187,247 | 222,702 | 182,188 | 204,750 |
| Fire | 735,789 | 811,835 | 841,227 | 827,058 |
| Quality of Life | 2,110,783 | 764,446 | 1,890,983 | 1,047,750 |
| Engineering | 1,342,330 | 1,300,130 | 1,287,724 | 787,200 |
| Total Charges For Services | 6,891,690 | 5,799,919 | 6,975,102 | 6,146,745 |
| Total Revenues | 55,831,929 | 54,878,526 | 57,983,665 | 60,491,953 |
| Interfund Transfers from Other Funds: | | | | |
| Gas Tax (207) | 2,294,399 | 1,803,224 | 2,044,820 | 1,522,700 |
| Traffic Safety (223) | 228,508 | 257,700 | 198,569 | 181,750 |
| Public Facilities (251) | 121,685 | 121,685 | 121,685 | 121,685 |
| General Debt Service Fund (305) | - | 1,900,000 | 1,998,500 | - |
| Water (501) | 802,479 | 159,587 | 159,538 | 175,479 |
| Solid Waste (511) | 1,001,482 | 93,625 | 91,814 | 94,930 |
| Sewer (521) | 156,948 | 11,872 | 11,864 | 12,523 |
| Total Interfund Transfers From Other Funds | 4,605,501 | 4,347,693 | 4,626,790 | 2,109,067 |
| Decreases to Reserves and Other Sources: | | | | |
| Encumbrances | 885,339 | 2,096,807 | 2,096,807 | - |
| General Plan | - | 140,000 | 350,000 | - |
| Fire Vehicle | - | 136,924 | 136,924 | 136,924 |
| Maint: Park Playgrounds, Equip, Facilities | - | 150,000 | 150,000 | - |
| Capital Replacement: HVAC, IT Equipment | - | 100,000 | 100,000 | - |
| Advances Receivable | 201,352 | - | - | - |
| Total Cancellations or Decreases to Reserves | 1,086,691 | 2,623,731 | 2,833,731 | 136,924 |
| TOTAL AVAILABLE FINANCIAL SOURCES | 69,123,384 | 70,575,931 | 74,170,167 | 70,384,216 |

City of Redlands
2015-2016 Adopted Budget Summary
General Fund

| | 2013-14 Actual | 2014-15 Adjusted Budget | 2014-15 12 Month Estimate | 2015-16 Adopted Budget |
|---|---|---|---|---|
| FINANCIAL REQUIREMENTS: | | | | |
| Appropriations/Expenditures | | | | |
| City Council | $ 326,875 | $ 270,427 | $ 282,403 | $ 385,110 |
| City Manager | 1,001,566 | 955,133 | 1,057,062 | 942,094 |
| City Clerk | 156,564 | 258,636 | 256,970 | 238,396 |
| City Attorney | 485,503 | 506,502 | 496,578 | 554,358 |
| Finance | 1,853,140 | 2,066,034 | 2,009,400 | 2,177,162 |
| Human Resources | 3,098,189 | 3,518,958 | 3,329,487 | 3,718,660 |
| Development Services | 1,973,746 | 2,719,985 | 2,863,065 | 4,052,844 |
| Quality of Life | 6,222,269 | 6,995,577 | 7,307,027 | 6,042,448 |
| Community Services | 707,258 | 789,912 | 755,898 | 810,305 |
| Engineering | 1,295,845 | 1,599,886 | 1,760,011 | 805,439 |
| Library | 1,762,607 | 1,800,769 | 1,796,206 | 1,955,846 |
| Police | 21,789,927 | 23,332,311 | 22,805,301 | 23,867,962 |
| Fire | 10,424,041 | 10,517,680 | 10,931,388 | 11,581,628 |
| Total Appropriations | 51,097,529 | 55,331,809 | 55,650,795 | 57,132,252 |
| Interfund Transfers to Other Funds: | | | | |
| Paramedic Fund (205) | 2,769,303 | 2,884,650 | 3,287,946 | 3,430,481 |
| Street Lighting District (260) | 30 | - | - | - |
| Landscape Maintenance District (263) | 11,134 | - | - | - |
| Disaster Recovery (270) | - | 575,000 | 575,000 | - |
| Redlands Public Improvement Corp. (311) | 961,215 | 959,709 | 959,709 | 950,342 |
| Water (501) | 21,519 | - | - | - |
| Liability Self-Insurance (602) | 2,800,000 | 660,000 | 2,800,000 | 660,000 |
| Information Technology (604) | - | 100,000 | 100,000 | - |
| Total Interfund Transfers To Other Funds | 6,563,201 | 5,179,359 | 7,722,655 | 5,040,823 |
| Increases to Reserves and Other Uses | | | | |
| 125th Anniversary Carryover | 33,694 | - | - | - |
| Encumbrances | 2,096,807 | - | - | - |
| General Fund Contingencies | 201,707 | - | 100,000 | - |
| Fire Vehicle | 57,806 | 125,000 | 225,000 | - |
| General Fund Vehicles | - | 350,000 | 450,000 | - |
| General Plan | - | 350,000 | 350,000 | - |
| Maint: Buildings & Improvements | - | 200,000 | 300,000 | - |
| Maint: Park Playgrounds, Equip, Facilities | - | 150,000 | 250,000 | - |
| Capital Replacement: HVAC, IT Equipment | - | 200,000 | 300,000 | - |
| Fund Balance Policy Reserves | - | 677,216 | 677,216 | - |
| Advances Receivable | 346,660 | 487,085 | 498,229 | 550,342 |
| Total New or Increases to Reserves | 2,736,674 | 2,539,301 | 3,150,445 | 550,342 |
| TOTAL FINANCIAL REQUIREMENTS | $ 60,397,404 | $ 63,050,469 | $ 66,523,895 | $ 62,723,417 |
| SOURCES OVER/(UNDER) REQUIREMENTS | $ 1,126,718 | $ (1,200,519) | $ (1,079,709) | $ 14,527 |
| USE OF PRIOR EXCESS FUND BALANCE | - | 1,188,695 | 1,188,695 * | - |
| ADJUSTED SOURCES OVER/(UNDER) REQS | $ 1,126,718 | $ (11,824) | $ 108,986 | $ 14,527 |
| ENDING FUND BALANCE-UNRESERVED | $ 8,725,981 | $ 7,525,462 | $ 7,646,272 | $ 7,660,799 |

* Approved Uses of Prior Year Excess Fund Balance:

| | |
|---|---|
| - Fund Balance Policy Reserves | $ 677,216 |
| - Sidewalk Repairs | $ 451,479 |
| - Development Svcs. Rehab. Project | $ 60,000 |
| | $ 1,188,695 |

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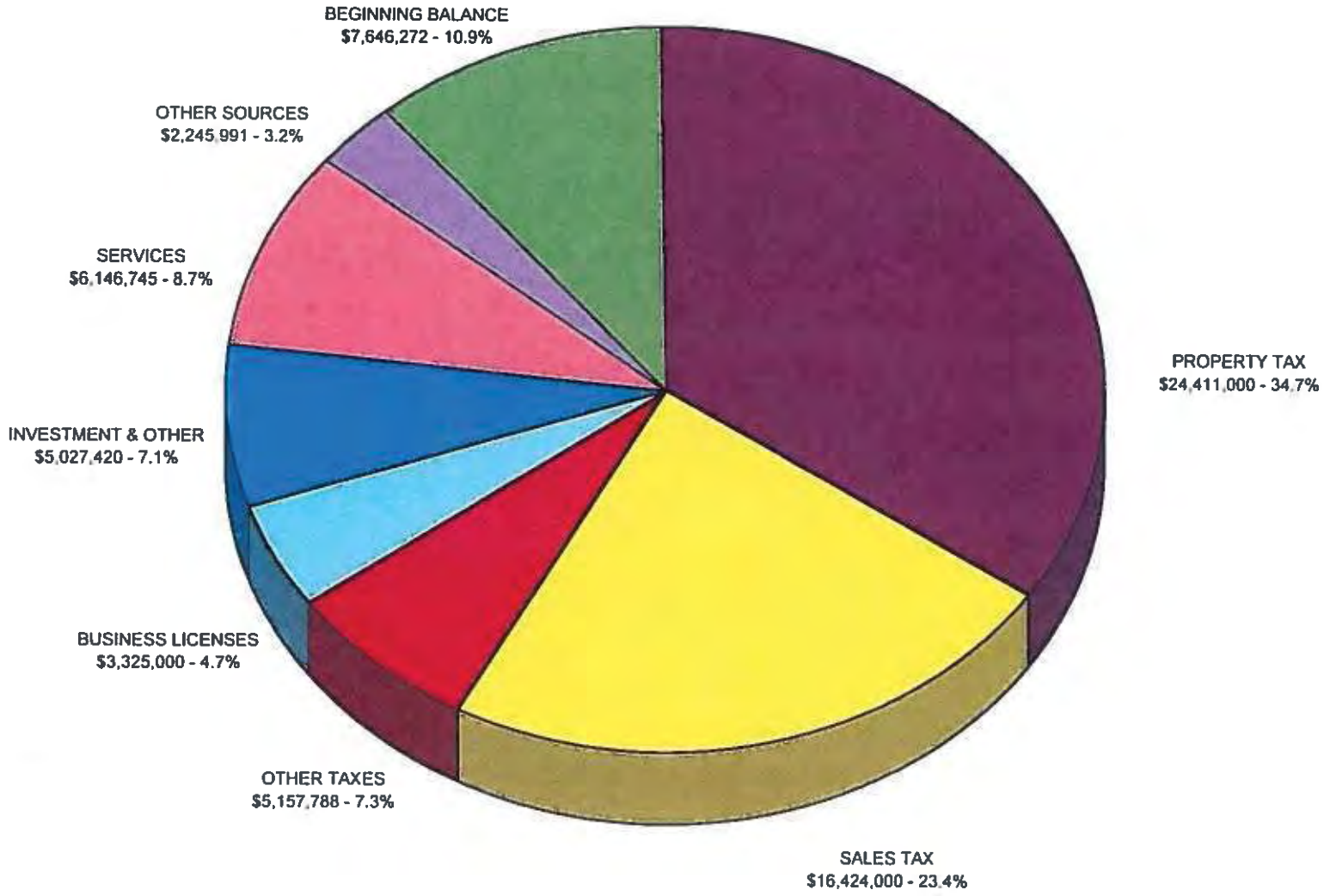
# CITY OF REDLANDS
## FY 2015-2016
## SUMMARY OF GENERAL FUND REVENUES & OTHER FINANCING SOURCES
## $70,384,216



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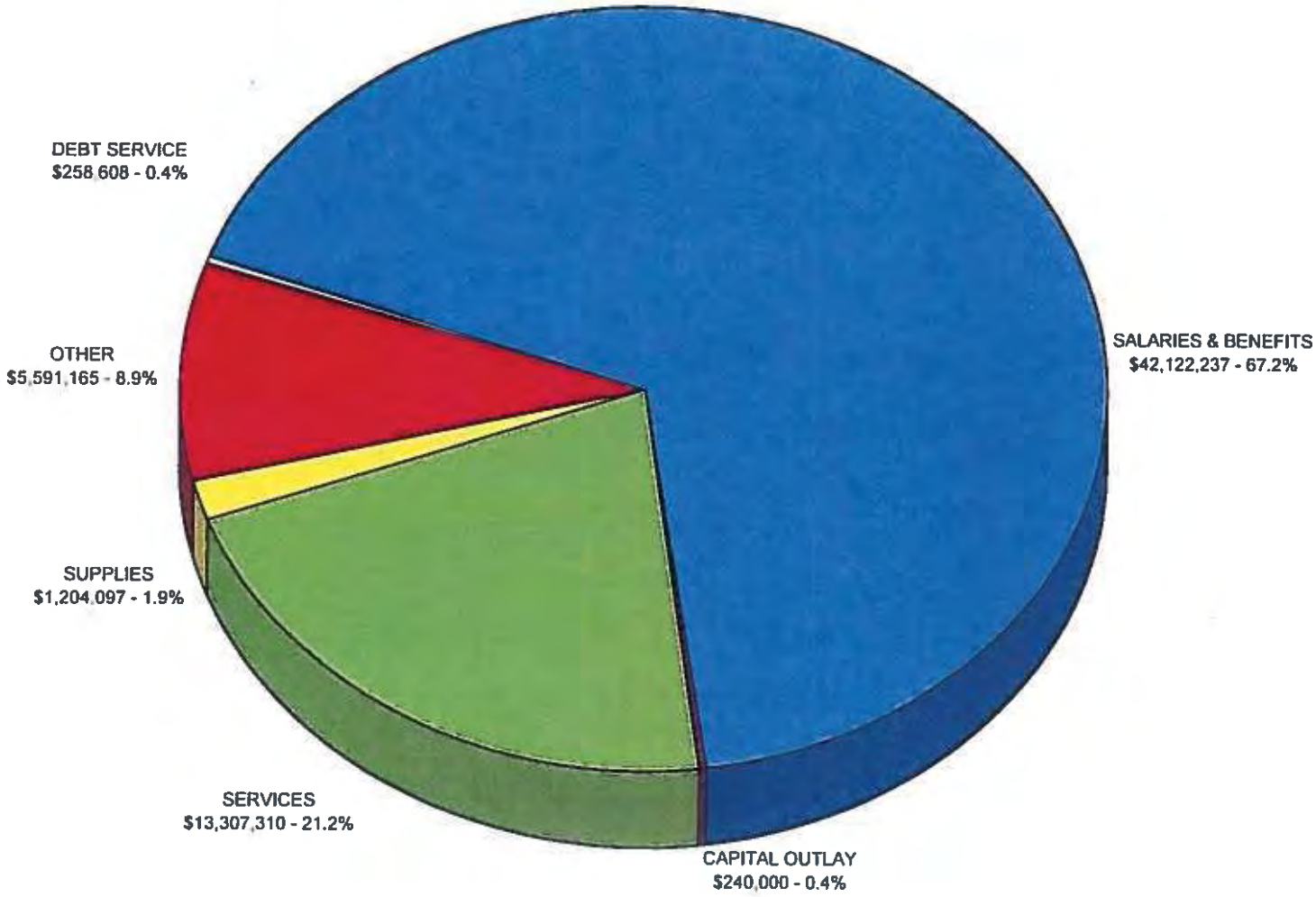
# CITY OF REDLANDS
## FY 2015-2016
## SUMMARY OF GENERAL FUND EXPENSES & OTHER FINANCING USES
## $62,723,417



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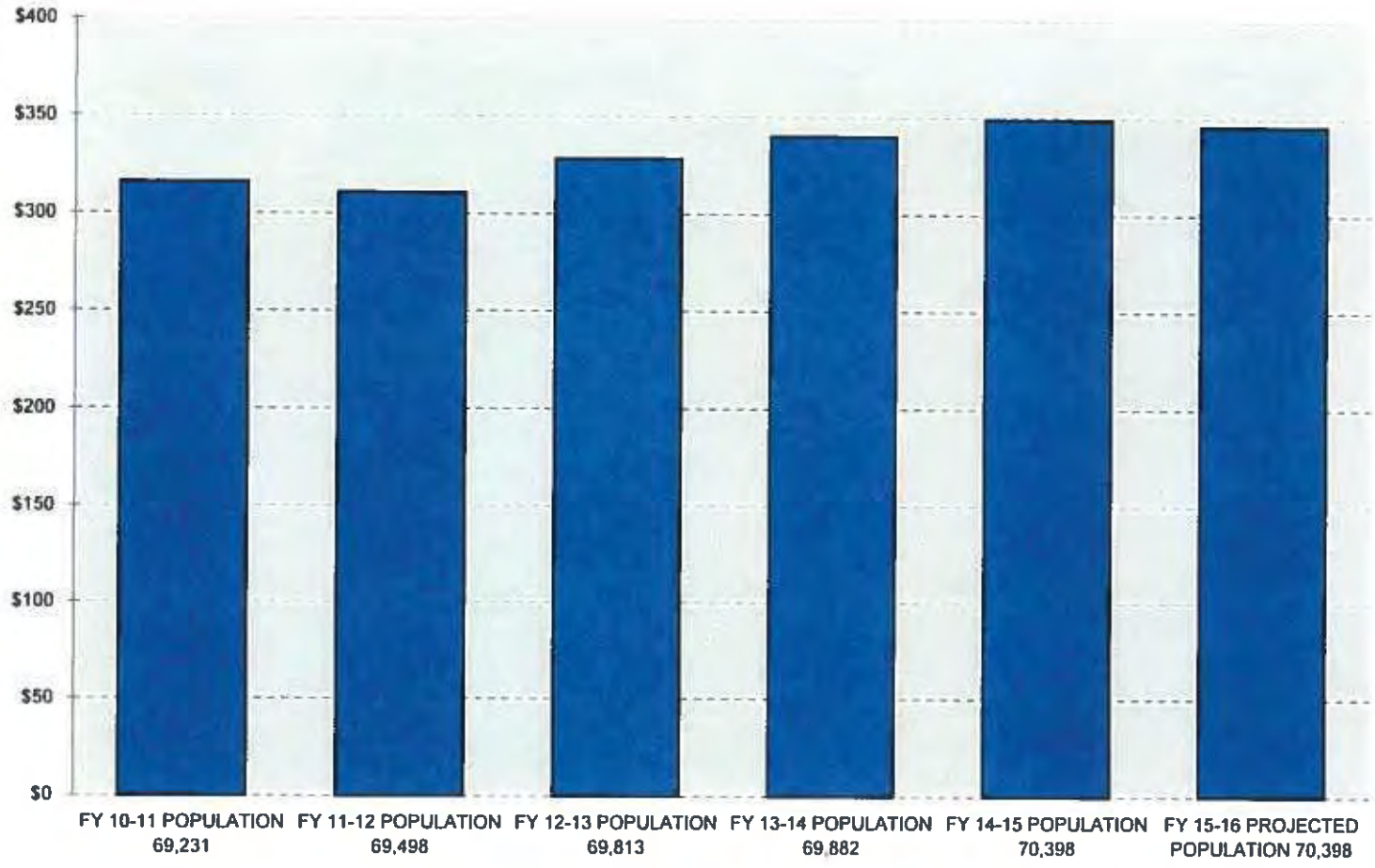
# CITY OF REDLANDS
# PRIOR YEAR COMPARISONS
# POLICE DEPARTMENT EXPENDITURES PER CAPITA
# ALL FUNDS




Grants are estimated as fully expensed, enabling accurate balances to be carried forward from one year to the next. This accounts for the fluctuations represented in the estimated columns.

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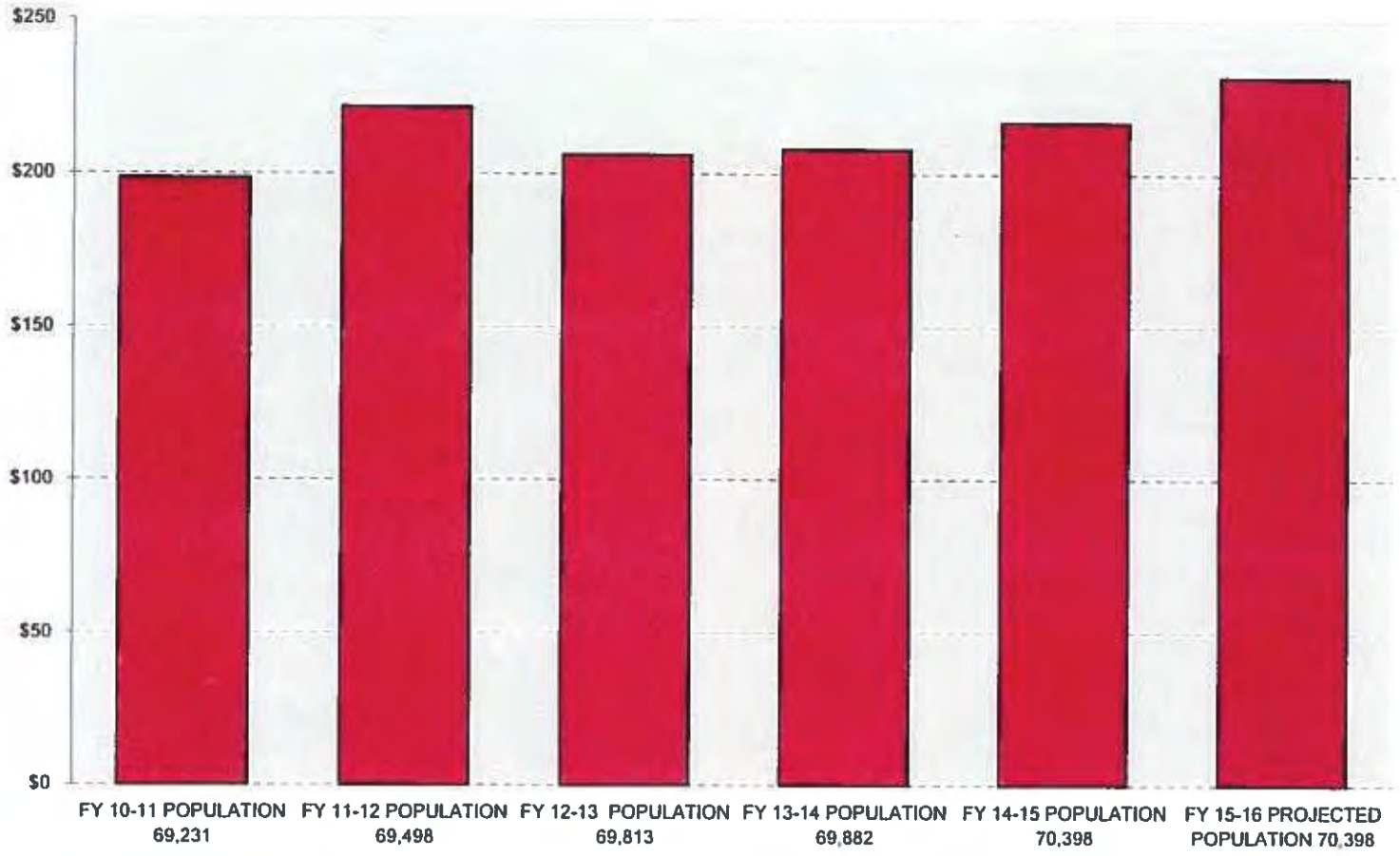
# CITY OF REDLANDS
# PRIOR YEAR COMPARISONS
# FIRE DEPARTMENT EXPENDITURES PER CAPITA
# ALL FUNDS




The fluctuation for FY 11-12 is due to $940,657 in expenditures for the purchase of a ladder truck and equipment that will be covered with grants and donations.

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SCHEDULE 2

# THREE YEAR BUDGET ESTIMATE
## GENERAL FUND
## 2013-14 THROUGH 2016-17

| | AUDITED 2013-14 | ESTIMATED 2014-15 | ESTIMATED 2015-16 | ESTIMATED 2016-17 |
|---|---|---|---|---|
| **FINANCIAL SOURCES:** | | | | |
| BEGINNING FUND BALANCE - UNRESERVED | $ 7,599,263 | $ 8,725,981 | $ 7,646,272 | $ 7,660,799 |
| Revenues | $ 55,831,929 | $ 57,983,665 | $ 60,491,953 | $ 61,250,072 |
| Interfund Transfers In | 4,605,501 | 4,626,790 | 2,109,067 | 2,011,393 |
| Increase in Other Reserves and Set-asides (4) | 1,086,691 | 2,833,731 | 136,924 | 136,924 |
| TOTAL CURRENT SOURCES | $ 61,524,121 | $ 65,444,186 | $ 62,737,944 | $ 63,398,389 |
| **FINANCIAL REQUIREMENTS:** | | | | |
| Expenditures (3) | $ 51,097,529 | $ 55,650,795 | $ 57,132,252 | $ 57,979,693 |
| Interfund Transfers Out | 6,563,201 | 7,722,655 | 5,040,823 | 5,381,204 |
| Other Financing Uses | 33,694 | - | - | - |
| Increase in Other Reserves and Set-asides (4) | 2,702,980 | 3,150,445 | 550,342 | - |
| TOTAL CURRENT REQUIREMENTS | $ 60,397,404 | $ 66,523,895 | $ 62,723,417 | $ 63,360,897 |
| CURRENT SOURCES OVER(UNDER) REQUIREMENTS | $ 1,126,718 | $ (1,079,709) | $ 14,527 | $ 37,492 |
| ENDING FUND BALANCE - UNRESERVED (1) | $ 8,725,981 | $ 7,646,272 | $ 7,660,799 | $ 7,698,291 |

Notes:

(1) Does not include Reserve and Set-aside balances.

(2) Debt Service from the refinancing of the 1993 Refunding of the 1986 and 1987 Projects COPs in fiscal year 2003-2004 is shared equally between the General Fund and the Public Facilities Development Fund. An increase in Reserve for Advances Receivables reflects activity on loans to the Public Facilities Fund.

(3) Expenditures are estimated by departments as fully spent, which includes anticipated carryovers and encumbrances.

(4) Reserves and Set-asides are detailed in the 2015-2016 Adopted Budget Summary (Schedule 1).

SCHEDULE 3

City of Redlands
Loans Outstanding for Fiscal Year 2015-16

| | Unaudited Balance 6/30/2015 | Estimated New Loans 2015-16 | Estimated Repayments 2015-16 | Estimated Balance 6/30/2016 |
|---|---|---|---|---|
| General Fund (101) Loan Outstanding to: | | | | |
| Public Facilities (251) | $ 8,082,720 | 550,342 | - | $ 8,633,062 |
| Open Space (227) Loan Outstanding to: | | | | |
| Public Facilities (251) | $ 131,196 | - | - | $ 131,196 |
| Park & Open Space Facilities (250) Loan Outstanding to: | | | | |
| Public Facilities (251) | $ 131,196 | - | - | $ 131,196 |
| Storm Drain (405) Loan Outstanding to: | | | | |
| Public Facilities (251) | $ 100,920 | - | - | $ 100,920 |
| Water (501) Loan Outstanding to: | | | | |
| Public Facilities (251) | $ 151,380 | - | - | $ 151,380 |
| Cemetery (562) | 1,213,412 | - | 17,417 | 1,195,995 |
| Total | $ 1,364,792 | - | 17,417 | $ 1,347,375 |
| Solid Waste (511) Loan Outstanding to: | | | | |
| Aviation (564) | $ 962,796 | - | - | $ 962,796 |
| Cemetery Endowment (702) Loan Outstanding to: | | | | |
| Cemetery (562) | $ 399,547 | 924,600 | 17,417 | $ 1,306,730 |

SCHEDULE 4

City of Redlands
Schedule of Adopted Reserves for Fiscal Year 2015-16

| Governmental Funds | Reserve | Unaudited Balance 6/30/2015 | Adopted Increase(Decrease) for 2015-16 | Adopted Total Reserve for 2015-16 |
|---|---|---|---|---|
| General Fund (101) | Advances Receivable | $ 8,082,720 | $ 550,342 | $ 8,633,062 |
| | Contingency | 7,935,152 | - | 7,935,152 |
| | Set-asides: | | | |
| | Fire Equipment | 325,882 | (136,924) | 188,958 |
| | General Fund Vehicles | 450,000 | - | 450,000 |
| | Unfunded Mandates | 169,304 | - | 169,304 |
| | Maint: Buildings & Imprvs. | 469,304 | - | 469,304 |
| | Maint: Park Facilities | 100,000 | - | 100,000 |
| | Capital: over $50,000 | 169,304 | - | 169,304 |
| | Capital: HVAC, IT Equip. | 200,000 | - | 200,000 |
| | Total | $ 17,901,666 | $ 413,418 | $ 18,315,084 |
| Open Space (227) | Advances Receivable | $ 131,196 | $ - | $ 131,196 |
| Park & Open Space (250) | Advances Receivable | $ 131,196 | $ - | $ 131,196 |
| Storm Drain (405) | Advances Receivable | $ 100,920 | $ - | $ 100,920 |
| **Enterprise Funds** | | | | |
| Water (501) | Operating | $ 1,380,000 | $ - | $ 1,380,000 |
| | Maintenenace | 600,000 | 200,000 | 800,000 |
| | Rate Stabilization | 200,000 | - | 200,000 |
| | Capital | 794,000 | - | 794,000 |
| | Treatment Plant Capital | 3,240,000 | - | 3,240,000 |
| | Total | $ 6,214,000 | $ 200,000 | $ 6,414,000 |
| Solid Waste (511) | Operating | $ 1,050,000 | $ - | $ 1,050,000 |
| | Capital | 100,000 | - | 100,000 |
| | Equipment Replacement | 650,000 | - | 650,000 |
| | Landfill Closure | 6,291,083 | 35,000 | 6,326,083 |
| | Total | $ 8,091,083 | $ 35,000 | $ 8,126,083 |
| Wastewater (521) | Operating | $ 1,185,000 | $ - | $ 1,185,000 |
| | Capital | 1,469,248 | - | 1,469,248 |
| | Equipment Replacement | 950,000 | 50,000 | 1,000,000 |
| | Treatment Plant Capital | 3,700,000 | 1,500,000 | 5,200,000 |
| | Total | $ 7,304,248 | $ 1,550,000 | $ 8,854,248 |
| **Internal Service Funds** | | | | |
| Liability Insurance (602) | Self-Insured Retention | $ 1,000,000 | $ - | $ 1,000,000 |
| Workers Comp (606) | Self-Insured Retention | $ 1,000,000 | $ - | $ 1,000,000 |

SCHEDULE 5

City of Redlands
Summary of 2015-2016 Financial Sources and Requirements by Fund
Adopted Budget

Water Fund Group

| | Water Service (501) | Water Projects (503) | Water Bond (505) | Water Debt Service (506) |
|---|---|---|---|---|
| Financial Sources: | | | | |
| Unrestricted Cash Balance, 6/30/15 | $ 6,347,498 | $ 0 | $ 0 | $ 0 |
| Revenues | 22,748,000 | | | |
| Interfund Transfers From: | | | | |
| Water Service (501) | | 5,765,000 | | 1,645,933 |
| Water Capital Improvement (509) | | | | 578,300 |
| Intrafund Loan From: | | | | |
| Water Service (501) | | | | |
| Total Financial Sources | 29,095,498 | 5,765,000 | 0 | 2,224,233 |
| Financial Requirements | | | | |
| Appropriations | 17,357,744 | 5,765,000 | | 2,224,233 |
| Interfund Transfers To | | | | |
| General Fund (101) | 175,479 | | | |
| Local Transportation (209) | 102,412 | | | |
| Water Projects (503) | 5,765,000 | | | |
| Water Debt Service (506) | 1,645,933 | | | |
| Intrafund Loan to: | | | | |
| Water Capital Improvement (509) | 148,300 | | | |
| Additions to Reserves: | | | | |
| Reservoir Maintenance | 200,000 | | | |
| Total Financial Requirements | 25,394,868 | 5,765,000 | 0 | 2,224,233 |
| Unrestricted Cash Balance, 6/30/16 | $ 3,700,630 | $ 0 | $ 0 | $ 0 |

2015-16 Funding Plan Highlights.

In addition to the annual operating appropriations, the major uses of Water Service Fund (501) dollars are capital projects, debt service, and contributions to reserves The substantial use of funds for capital projects in the Water Project Fund (503) reflects meeting capital requirements identified in the Water Capital Improvement Program. The Debt Service Fund (506) reflects the full principal and interest payments due under the 2012 Water Revenue Refunding, the SRF loan for the Tate Water Treatment Plant and the SRF loan for the Hinkley Treatment Plant Improvements. The ADLP loan for the Texas Street Treatment Facility was paid off in December 2014 The Cemetery Fund (564) will make a principal and interest payment on the 2003 loan from the Water Fund (501) In 2010-11, a loan in the amount of $150,000 was made to the Public Facilities Fund (251) in order to cover its debt service obligation.

| Source Acquisition (508) | Water Capital Improvement (509) | Total Water Enterprise |
|---|---|---|
| $ 0 | $ 0 | $ 6,347,498 |
| 115,000 | 450,000 | 23,313,000 |
| | | 7,410,933 |
| | | 578,300 |
| | 148,300 | 148,300 |
| 115,000 | 598,300 | 37,798,031 |
| | 20,000 | 25,366,977 |
| | | 175,479 |
| | | 102,412 |
| | | 5,765,000 |
| | 578,300 | 2,224,233 |
| | | 148,300 |
| | | 200,000 |
| 0 | 598,300 | 33,982,401 |
| $ 115,000 | $ 0 | $ 3,815,630 |

SCHEDULE 5

City of Redlands
Summary of 2015-2016 Financial Sources and Requirements by Fund
Adopted Budget

Solid Waste Fund Group

| | Solid Waste Service (511) | Solid Waste Projects (513) | Solid Waste Bond Projects (515) |
|---|---|---|---|
| Financial Sources: | | | |
| Unrestricted Cash Balance, 6/30/15 | $ 3,748,736 | $ 0 | $ 0 |
| Revenues | 12,600,040 | | |
| Interfund Transfers From: | | | |
| Solid Waste Service (511) | | 1,095,000 | |
| Total Financial Sources | 16,348,776 | 1,095,000 | 0 |
| Financial Requirements: | | | |
| Appropriations | 9,873,346 | 1,095,000 | |
| Interfund Transfers To: | | | |
| General Fund (101) | 94,930 | | |
| Local Transportation (209) | 1,726,439 | | |
| Solid Waste Projects (513) | 755,550 | | |
| Solid Waste Debt Service (516) | 1,895,711 | | |
| Additions to Reserves: | | | |
| Landfill Closure Reserve | | | |
| Total Financial Requirements | 14,345,976 | 1,095,000 | 0 |
| Unrestricted Cash Balance, 6/30/16 | $ 2,002,800 | $ 0 | $ 0 |

2015-16 Funding Plan Highlights.

In addition to the annual operating appropriations, the major use of Solid Waste Service Fund (511) dollars is capital projects, debt service and contributions to reserves. The use of funds for capital projects in the Solid Waste Project Fund (513) reflects meeting capital needs at the landfill. The Debt Service Fund (516) reflects the full principal and interest payments due under the 2013 Solid Waste Revenue Bonds and the I-Bank loan. The balance of the annual impact of collection vehicles on City streets is transferred to the Local Transportation Fund (209) for road improvements. The Aviation Operating Fund (564) is making a principal and interest payment on the 2003 loan from the Solid Waste Fund (511)

| Solid Waste Debt Service (516) | Calif Street Landfill Closure (517) | SW Capital Improvement (519) | Total Solid Waste Enterprise |
|---|---|---|---|
| $ 0 | $ 0 | $ 2,865,823 | $ 6,614,559 |
| 15,000 | 55,000 | 147,000 | 12,817,040 |
| 1,895,711 | | | 2,990,711 |
| 1,910,711 | 55,000 | 3,012,823 | 22,422,310 |
| 1,910,711 | | | 12,879,057 |
| | | | 94,930 |
| | | | 1,726,439 |
| | | 339,450 | 1,095,000 |
| | | | 1,895,711 |
| | 55,000 | | 55,000 |
| 1,910,711 | 55,000 | 339,450 | 17,746,137 |
| $ 0 | $ 0 | $ 2,673,373 | $ 4,676,173 |

City of Redlands
Summary of 2015-2016 Financial Sources and Requirements by Fund
Adopted Budget

Wastewater Fund Group

| | Wastewater Service (521) | Wastewater Projects (523) | Wastewater Bond (525) | Debt Service (526) |
|---|---|---|---|---|
| Financial Sources: | | | | |
| Unrestricted Cash Balance, 6/30/15 | $ 8,495,244 | $ 0 | $ 0 | $ 0 |
| Revenues | 9,613,500 | | | 200 |
| Interfund Transfers From: | | | | |
| Wastewater Service (521) | | 2,972,000 | | 664,902 |
| Capital Improvements (529) | | | | 720,311 |
| Total Financial Sources | 18,108,744 | 2,972,000 | 0 | 1,385,413 |
| Financial Requirements: | | | | |
| Appropriations | 8,482,190 | 2,972,000 | | 1,385,413 |
| Interfund Transfers To: | | | | |
| General Fund (101) | 12,523 | | | |
| Local Transportation (209) | 17,088 | | | |
| Wastewater Projects (523) | 2,972,000 | | | |
| Debt Service (526) | 664,902 | | | |
| Additions to Reserves: | | | | |
| Equipment Replacement | 50,000 | | | |
| Treatment Plant Capital | 1,500,000 | | | |
| Total Financial Requirements | 13,698,703 | 2,972,000 | 0 | 1,385,413 |
| Unrestricted Cash Balance, 6/30/16 | $ 4,410,041 | $ 0 | $ 0 | $ 0 |

2015-16 Funding Plan Highlights:

In addition to the annual operating appropriations, the major uses of Wastewater Service Fund (521) dollars are capital projects and debt service. The Debt Service Fund (526) reflects full principal and interest payments due under the 2012 Wastewater Revenue Refunding Bonds and the 2005 State Revolving Fund loan for the recycled water project

| Capital Improvements (529) | Total Wastewater Enterprise |
|---|---|
| $ 2,232,617 | $ 10,727,861 |
| 1,410,500 | 11,024,200 |
| | 3,636,902 |
| | 720,311 |
| 3,643,117 | 26,109,274 |
| | 12,839,603 |
| | 12,523 |
| | 17,088 |
| | 2,972,000 |
| 720,311 | 1,385,213 |
| | 50,000 |
| | 1,500,000 |
| 720,311 | 18,776,427 |
| $ 2,922,806 | $ 7,332,847 |

City of Redlands
Summary of 2015-2016 Financial Sources and Requirements by Fund
Adopted Budget

Non Potable Water Fund Group

| | NP Water Service (541) | NP Water Projects (543) | NP Capital Improvement (549) | Total NP Water Enterprise |
|---|---|---|---|---|
| Financial Sources: | | | | |
| Unrestricted Cash Balance, 6/30/15 | $ 790,636 | $ 0 | $ 30,295 | $ 820,931 |
| Revenues | 515,000 | | 5,000 | 520,000 |
| Interfund Transfers From: | | | | |
| NP Water Service (541) | | | | 0 |
| NP Capital Improvement (549) | | | | 0 |
| Total Financial Sources | 1,305,636 | 0 | 35,295 | 1,340,931 |
| Financial Requirements: | | | | |
| Appropriations | 224,909 | | | 224,909 |
| Total Financial Requirements | 224,909 | 0 | 0 | 224,909 |
| Unrestricted Cash Balance, 6/30/16 | $ 1,080,727 | $ 0 | $ 35,295 | $ 1,116,022 |

2015-16 Funding Plan Highlights:

Fiscal Year 2009-10 was the first year the Nonpotable Water Fund (541) accounted for activities completely independent from other funds. A one time transfer from Wastewater Service Fund (521) reserves was made to move funds intended for recycled water system use and funds from the Water Service Fund (501) to account for revenues received for nonpotable water sales Annual appropriations are currently for maintenance and operation of the system.

City of Redlands
Summary of 2015-2016 Financial Sources and Requirements by Fund
Adopted Budget

Other Enterprise Funds

| | Groves (538) | Cemetery (562) | Cemetery Preneed (563) | Cemetery Endowment (702) | Aviation (564) |
|---|---|---|---|---|---|
| Financial Sources | | | | | |
| Unrestricted Cash Balance, 6/30/15 | $ 125,203 | $ 189,212 | $ 698,192 | $ 1,684,995 | $ 164,229 |
| Estimated Revenues | 750,500 | 594,143 | 5,000 | 60,000 | 315,348 |
| Interfund Transfers From | | | | | |
| Cemetery Pre-Need Fund (563) | | 24,000 | | | |
| Loan from Endowment Fund (702) | | 924,600 | | | |
| Total Financial Sources | 875,703 | 1,731,955 | 703,192 | 1,744,995 | 479,577 |
| Financial Requirements: | | | | | |
| Appropriations | 760,110 | 1,646,309 | | | 318,618 |
| Loan to Cemetery Fund (562) | | | | 924,600 | |
| Interfund Transfers To: | | | | | |
| Cemetery Fund (562) | | | 24,000 | | |
| Additions to Reserves. | | | | | |
| Operating Reserve | | 38,130 | | | |
| Total Financial Requirements | 760,110 | 1,684,439 | 24,000 | 924,600 | 318,618 |
| Unrestricted Cash Balance, 6/30/16 | $ 115,593 | $ 47,516 | $ 679,192 | $ 820,395 | $ 160,959 |

2015-16 Funding Plan Highlights:

Groves - Actual revenues in any one year can fluctuate drastically from estimated revenues due to weather and market conditions, locally or globally. The administration of the Groves was transferred to the Quality of Life Department in November 2007.

Cemetery - Administration of the Cemetery was transferred to the Quality of Life Department in November 2007. A loan from the Water Enterprise in March 2003 was used to retire the loan to the General Fund. Any remaining balance in the Cemetery Fund (562) will be used to repay the debt to the Water Service Fund (501). In 2015, Council Approved a business plan which includes capital improvements to make the Cemetery more marketable and competitive.

Aviation - Administration of the Airport was transferred to the Quality of Life Department in November 2007. A loan from the Solid Waste Enterprise in March 2003 was used to retire the loan to the General Fund. Any remaining balance in the Aviation Fund (564) is used to repay the debt to the Solid Waste Service Fund (511).

City of Redlands
Summary of 2015-2016 Financial Sources and Requirements by Fund
Adopted Budget

Internal Service Funds

| | Liability Insurance (602) | Innovation & Technology (604) | Worker's Comp Insurance (606) | Equipment Maintenance (607) | Utility Billing (608) |
|---|---|---|---|---|---|
| Financial Sources: | | | | | |
| Unrestricted Cash Balance, 6/30/15 | $ 2,361,551 | $ 0 | $ 9,545 | $ 0 | $ 1,688,786 |
| Estimated Revenues | 18,000 | 3,511,812 | 2,047,225 | 3,745,748 | 1,465,000 |
| Interfund Transfers From: | | | | | |
| General Fund (101) | 660,000 | | | | |
| Total Financial Sources | 3,039,551 | 3,511,812 | 2,056,770 | 3,745,748 | 3,153,786 |
| Financial Requirements | | | | | |
| Appropriations | 1,431,862 | 3,511,812 | 2,045,392 | 3,277,130 | 1,669,284 |
| Total Financial Requirements | 1,431,862 | 3,511,812 | 2,045,392 | 3,277,130 | 1,669,284 |
| Unrestricted Cash Balance, 6/30/16 | $ 1,607,689 | $ 0 | $ 11,378 | $ 468,618 | $ 1,484,502 |

2015-16 Funding Plan Highlights:

Liability Insurance
This fund requires an operating transfer from the General Fund not only to maintain the required $1,000,000 self-insured retention reserve, but also to fund the cost of claims and expenditures.

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

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

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

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

City of Redlands
Summary of 2015-2016 Financial Sources and Requirements by Fund
Adopted Budget

Successor Agency to the
Former Redevelopment Agency (RDA) Fund Group

| | Obligation Payment (288) | Debt Service (380) | Administration (480) | Projects (488) |
|---|---|---|---|---|
| Financial Sources: | | | | |
| Unrestricted Cash Balance, 6/30/15 | $ 5,423,086 | $ 0 | $ 0 | $ 0 |
| Estimated Revenues | 3,350,000 | 90,000 | 18,000 | 625 |
| Interfund Transfers From: | | | | |
| Obligation Payment (288) | | 3,469,329 | 232,000 | 306,945 |
| Total Financial Sources | 8,773,086 | 3,559,329 | 250,000 | 307,570 |
| Financial Requirements: | | | | |
| Appropriations | | 3,559,329 | 250,000 | 307,570 |
| Interfund Transfers To: | | | | |
| Successor RDA Debt Service (380) | 3,469,329 | | | |
| Successor RDA Admin (480) | 232,000 | | | |
| Successor RDA Projects (488) | 306,945 | | | |
| Total Financial Requirements | 4,008,274 | 3,559,329 | 250,000 | 307,570 |
| Unrestricted Cash Balance, 6/30/16 | $ 4,764,812 | $ 0 | $ 0 | $ 0 |

2015-16 Funding Plan Highlights:

Effective June 29, 2011, AB1X 26 dissolved redevelopment agencies and replaced them with Successor Agencies responsible for winding down the affairs of the redevelopment agencies including disposing of their assets. Successor Agencies became operative on February 1, 2012. On this date, all assets, properties, contracts and leases of the former redevelopment agency transferred to the Successor Agency. The Successor Agency will continue to oversee the contractual obligations until they can be transferred to other parties, use bond proceeds to continue to fund activities, defease bonds and prepare administrative budgets. The Successor Agency shall prepare a Recognized Obligation Payment Schedule every six months and pay only what has been listed. The Successor Agency is entitled to an administrative allowance of 3%, or a minimum of $250,000. The Auditor-Controller shall determine the amount of tax increment that would have been allocated to each redevelopment agency and shall deposit the amount in a Redevelopment Property Tax Trust Fund (RPTTF). The Auditor-Controller administers the Trust Fund, makes pass-through payments and allocates funding to the Successor Agency. Recognized obligations include the debt service payments for the 1998, 2003 and 2007 Tax Allocation Bonds.

City of Redlands
Summary of 2015-2016 Financial Sources and Requirements by Fund
Adopted Budget

Special Revenue, Debt Service and Capital Projects Funds

| | Emergency Service (205) | Household Hazardous Waste (206) | Gas Tax (207) | Measure "I" (208) |
|---|---|---|---|---|
| Financial Sources: | | | | |
| Unrestricted Cash Balance, 6/30/15 | $ 0 | $ 196,424 | $ 0 | $ 0 |
| Estimated Revenues | 1,118,000 | 114,500 | 1,522,700 | |
| Interfund Transfers From: | | | | |
| General Fund (101) | 3,430,481 | | | |
| Total Financial Sources | 4,548,481 | 310,924 | 1,522,700 | 0 |
| Financial Requirements: | | | | |
| Appropriations | 4,548,481 | 192,659 | | 0 |
| Interfund Transfers To: | | | | |
| General Fund (101) | | | 1,522,700 | |
| Total Financial Requirements | 4,548,481 | 192,659 | 1,522,700 | 0 |
| Unrestricted Cash Balance, 6/30/16 | $ 0 | $ 118,265 | $ 0 | $ 0 |

2015-16 Funding Plan Highlights:

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

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

Gas Tax
This fund accounts for State Gas Tax revenues which are transferred to the General Fund on a monthly basis in support of the streets division.

Measure "I"
This fund accounts for original Measure I Sales Tax activities. This budget estimates all funds as spent. Current appropriations for various resurfacing and striping projects are included in Measure "I" 2010 (210).

City of Redlands
Summary of 2015-2016 Financial Sources and Requirements by Fund
Adopted Budget

Special Revenue, Debt Service and Capital Projects Funds

| | Local Transportation (209) | Measure "I" 2010 (210) | Air Quality Improvement (221) | Traffic Safety (223) |
|---|---|---|---|---|
| Financial Sources: | | | | |
| Unrestricted Cash Balance, 6/30/15 | $ 3,957,656 | $ 5,969,016 | $ 211,069 | $ 0 |
| Estimated Revenues | 7,547,300 | 1,078,566 | 86,000 | 182,500 |
| Interfund Transfers From: | | | | |
| Water Service (501) | 102,412 | | | |
| Solid Waste Service (511) | 1,726,439 | | | |
| Waste Water Service (521) | 17,088 | | | |
| Total Financial Sources | 13,350,895 | 7,047,582 | 297,069 | 182,500 |
| Financial Requirements: | | | | |
| Appropriations | 8,482,144 | 5,229,251 | | 750 |
| Interfund Transfers To: | | | | |
| General Fund (101) | | | | 181,750 |
| Total Financial Requirements | 8,482,144 | 5,229,251 | 0 | 182,500 |
| Unrestricted Cash Balance, 6/30/16 | $ 4,868,751 | $ 1,818,331 | $ 297,069 | $ 0 |

2015-16 Funding Plan Highlights:

Local Transportation
Projects are funded by development impact fees for transportation facilities, grants and transfers from the utility funds in proportion to the impacts of their vehicles and street cuts on City streets. Current projects include various street improvements and safe routes to school.

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

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

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

City of Redlands
Summary of 2015-2016 Financial Sources and Requirements by Fund
Adopted Budget

Special Revenue, Debt Service and Capital Projects Funds

| | Open Space (227) | Downtown Redlands Business Area (236) | Parking Authority (237) | General Capital Improvements (240) |
|---|---|---|---|---|
| Financial Sources: | | | | |
| Unrestricted Cash Balance, 6/30/15 | $ 657,926 | $ 168,947 | $ 0 | $ 0 |
| Estimated Revenues | 80,000 | 302,000 | 6,500 | 1,770,432 |
| Other Financial Source | | | 13,832 | |
| Total Financial Sources | 737,926 | 470,947 | 20,332 | 1,770,432 |
| Financial Requirements: | | | | |
| Appropriations | 7,000 | 470,657 | 20,332 | 1,770,432 |
| Total Financial Requirements | 7,000 | 470,657 | 20,332 | 1,770,432 |
| Unrestricted Cash Balance, 6/30/16 | $ 730,926 | $ 290 | $ 0 | $ 0 |

2015-16 Funding Plan Highlights:

Open Space
Estimated revenues represent a portion of Park & Open Space Development Impact Fees dedicated to the acquisition of open space. In 2010-11, a loan in the amount of $130,000 was made to the Public Facilities Fund (251) in order to cover its debt service obligation.

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

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

General Capital Improvements
Current projects are mostly grant funded. For budgetary purposes, all existing appropriations are estimated as fully expensed during the current fiscal year. This enables accurate balances to be carried forward for ongoing grants.

City of Redlands
Summary of 2015-2016 Financial Sources and Requirements by Fund
Adopted Budget

Special Revenue, Debt Service and Capital Projects Funds

| | Community Development Block Grant (243) | Neighborhood Initiative Program (245) | Asset Forfeiture (246) | Police Grants (247) |
|---|---|---|---|---|
| Financial Sources: | | | | |
| Unrestricted Cash Balance, 6/30/15 | $ 0 | $ 0 | $ 520,805 | $ 0 |
| Estimated Revenues | 322,287 | | 191,500 | |
| Total Financial Sources | 322,287 | 0 | 712,305 | 0 |
| Financial Requirements: | | | | |
| Appropriations | 322,287 | | 362,290 | |
| Total Financial Requirements | 322,287 | 0 | 362,290 | 0 |
| Unrestricted Cash Balance, 6/30/16 | $ 0 | $ 0 | $ 350,015 | $ 0 |

2015-16 Funding Plan Highlights:

Community Development Block Grant
City Council approved allocations are funded by federal revenues received. For bugetary purposes all existing appropriations are estimated as fully expensed during the current fiscal year. This enables accurate balances to be carried forward for onging grants.

Neighborhood Initiative Program
For budgetary purposes, all existing appropriations are estimated as fully expensed during the current fiscal year. This enables accurate balances to be carried forward for ongoing grants.

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

Police Grants
For budgetary purposes, all existing appropriations are estimated as fully expensed during the current fiscal year. This enables accurate balances to be carried forward for ongoing grants.

City of Redlands
Summary of 2015-2016 Financial Sources and Requirements by Fund
Adopted Budget

Special Revenue, Debt Service and Capital Projects Funds

| | Supplemental Law Enforcement (249) | Park & Open Space Dvlp (250) | Public Facilities Development (251) | Arterial Street Construction (252) |
|---|---|---|---|---|
| Financial Sources: | | | | |
| Unrestricted Cash Balance, 6/30/15 | $ 0 | $ 554,171 | $ 659,732 | $ 1,999,393 |
| Estimated Revenues | 113,968 | 289,200 | 1,290,000 | 985,000 |
| Interfund Loan From: | | | | |
| General Fund (101) | | | 550,342 | |
| Total Financial Sources | 113,968 | 843,371 | 2,500,074 | 2,984,393 |
| Financial Requirements: | | | | |
| Appropriations | 113,968 | 125,728 | 15,500 | 29,599 |
| Interfund Transfers To: | | | | |
| General Fund (101) | | | 121,685 | |
| Redlands Public Improve. Corp (311) | | | 950,342 | |
| Total Financial Requirements | 113,968 | 125,728 | 1,087,527 | 29,599 |
| Unrestricted Cash Balance, 6/30/16 | $ 0 | $ 717,643 | $ 1,412,547 | $ 2,954,794 |

2015-16 Funding Plan Highlights:

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

Park & Open Space Development
Revenues represent park and open space impact fees. In 2010-11, a loan in the amount of $130,000 was made to the Public Facilities Fund (251) in order to cover its debt service obligation.

Public Facilities Development
Fire, Library and General impact fees collected are used to repay debt service. The 1993 Refunding of 1986/87 Projects Certificates of Participation were refinanced in 2002-03. Typically, loans have been required from other funds each year to cover this fund's debt service obligation.

Arterial Street Construction
Revenues represent a portion of transportation impact fees to fund specific arterial street projects.

City of Redlands
Summary of 2015-2016 Financial Sources and Requirements by Fund
Adopted Budget

Special Revenue, Debt Service and Capital Projects Funds

| | Traffic Signals (253) | Freeway Interchanges (254) | Street Lighting Assessment Disctrict (260) | CFD 2004-1 (261) |
|---|---|---|---|---|
| Financial Sources: | | | | |
| Unrestricted Cash Balance, 6/30/15 | $ 864,490 | $ 1,503,060 | $ 727 | $ 185,542 |
| Estimated Revenues | 256,600 | 1,257,500 | 25,500 | 127,500 |
| Total Financial Sources | 1,121,090 | 2,760,560 | 26,227 | 313,042 |
| Financial Requirements: | | | | |
| Appropriations | 17,000 | 1,035,496 | 25,842 | 127,980 |
| Total Financial Requirements | 17,000 | 1,035,496 | 25,842 | 127,980 |
| Unrestricted Cash Balance, 6/30/16 | $ 1,104,090 | $ 1,725,064 | $ 385 | $ 185,062 |

2015-16 Funding Plan Highlights:

Traffic Signals
Revenues represent a portion of transportation impact fees to fund specific traffic signal projects.

Freeway Interchanges
Revenues represent a portion of transportation impact fees to fund specific freeway ramp projects.

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

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

City of Redlands
Summary of 2015-2016 Financial Sources and Requirements by Fund
Adopted Budget

Special Revenue, Debt Service and Capital Projects Funds

| | Landscape Maintenance District (263) | Disaster Recovery (270) | General Debt Service (305) | Redlands Public Improv. District (311) |
|---|---|---|---|---|
| Financial Sources: | | | | |
| Unrestricted Cash Balance, 6/30/15 | $ 0 | $ 0 | $ 0 | $ 0 |
| Estimated Revenues | 30,000 | | | |
| Interfund Transfers From: | | | | |
| General Fund (101) | | | | 950,342 |
| Public Facilities Development (251) | | | | 950,342 |
| Payroll Clearing Fund (720) | | | 2,809,835 | |
| Total Financial Sources | 30,000 | 0 | 2,809,835 | 1,900,684 |
| Financial Requirements: | | | | |
| Appropriations | 30,000 | | 2,809,835 | 1,900,684 |
| Total Financial Requirements | 30,000 | 0 | 2,809,835 | 1,900,684 |
| Unrestricted Cash Balance, 6/30/16 | $ 0 | $ 0 | $ 0 | $ 0 |

2015-16 Funding Plan Highlights:

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

Disaster Recovery
Current projects are grant funded which are estimated as fully expensed during the current fiscal year. This enables accurate balances to be carried forward for ongoing grants.

General Debt Service
This fund currently records the payment activity for the 2007 Pension Obligation Bonds. The final debt service payment on the 2003 General Obligation Refunding Bonds was February 2014.

Redlands Public Improvement Corp.
This debt service fund accounts for annual principal and interest related to the 1993 Refunding of 1986/1987 Projects. This issue was refinanced in 2002-03 for a savings shared equally by the General Fund and Public Facilities Development Fund

City of Redlands
Summary of 2015-2016 Financial Sources and Requirements by Fund
Adopted Budget

Special Revenue, Debt Service and Capital Projects Funds

| | Storm Drain Construction (405) | CFD Trust (710) | Payroll Clearing (720) |
|---|---|---|---|
| Financial Sources: | | | |
| Unrestricted Cash Balance, 6/30/15 | $ 1,616,878 | $ 2,733,592 | $ 0 |
| Estimated Revenues | 220,000 | 1,470,000 | |
| Payroll System Charges | | | 2,809,835 |
| Total Financial Sources | 1,836,878 | 4,203,592 | 2,809,835 |
| Financial Requirements: | | | |
| Appropriations | 274,927 | 1,446,356 | |
| Interfund Transfers To: | | | |
| General Debt Service (305) | | | 2,809,835 |
| Total Financial Requirements | 274,927 | 1,446,356 | 2,809,835 |
| Unrestricted Cash Balance, 6/30/16 | $ 1,561,951 | $ 2,757,236 | $ 0 |

2015-16 Funding Plan Highlights:

Storm Drain Construction
Estimated revenues are development impact fees to fund specific storm drain projects. Current appropriations are primarily for the Opal Basin Construction Project. In 2010-11, a loan in the amount of $100,000 was made to the Public Facilities Fund (251) in order to cover its debt service obligation.

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

Payroll Clearing
This fund accounts for city wide payroll benefit contributions and employee deductions. The $2,809,835 represents the amount generated to make the principal and interest payment for the 2007 Pension Obligation Bonds.

SCHEDULE 6

City of Redlands
Adopted Budget Summary
Summary of 2015-2016 Financial Sources and Requirements

| | SOURCES | | | | | REQUIREMENTS | | | | |
|---|---|---|---|---|---|---|---|---|---|---|
| | Beginning Fund Balance/ Cash Balance | Revenues | Inter-Fund Transfers From | Other* | TOTAL | Appropriations | Inter-Fund Transfers To | Other* | TOTAL | Ending Fund Balance/ Cash Balance |
| 101 General Fund | $ 7,646,272 | 60,491,953 | $ 2,109,067 | $ 136,924 | $ 70,384,216 | $ 57,132,252 | $ 5,040,823 | $ 550,342 | $ 62,723,417 | $ 7,660,799 |
| 205 Emergency Services | - | 1,118,000 | 3,430,481 | | 4,548,481 | 4,548,481 | | | 4,548,481 | - |
| 206 Household Haz Waste | 196,424 | 114,500 | | | 310,924 | 192,659 | | | 192,659 | 118,265 |
| 207 Gas Tax | - | 1,522,700 | | | 1,522,700 | - | 1,522,700 | | 1,522,700 | - |
| 209 Local Transportation | 3,957,656 | 7,547,300 | 1,845,939 | | 13,350,895 | 8,482,144 | | | 8,482,144 | 4,868,751 |
| 210 Measure I 2010 | 5,969,016 | 1,078,566 | | | 7,047,582 | 5,229,251 | | | 5,229,251 | 1,818,331 |
| 221 Air Quality Improv | 211,069 | 86,000 | | | 297,069 | - | | | - | 297,069 |
| 223 Traffic Safety | - | 182,500 | | | 182,500 | 750 | 181,750 | | 182,500 | - |
| 227 Open Space | 657,926 | 80,000 | | | 737,926 | 7,000 | | | 7,000 | 730,926 |
| 236 Downtown Business Area | 168,947 | 302,000 | | | 470,947 | 470,657 | | | 470,657 | 290 |
| 237 Parking Authority | - | 6,500 | | 13,832 | 20,332 | 20,332 | | | 20,332 | - |
| 240 General Capital Improv | - | 1,770,432 | | | 1,770,432 | 1,770,432 | | | 1,770,432 | - |
| 243 CDBG | - | 322,287 | | | 322,287 | 322,287 | | | 322,287 | - |
| 246 Asset Forfeiture | 520,805 | 191,500 | | | 712,305 | 362,290 | | | 362,290 | 350,015 |
| 249 Supp. Law Enforcement | - | 113,968 | | | 113,968 | 113,968 | | | 113,968 | - |
| 250 Park & Open Space Dvlp. | 554,171 | 289,200 | | | 843,371 | 125,728 | | | 125,728 | 717,643 |
| 251 Public Facilities Develop. | 659,732 | 1,290,000 | | 550,342 | 2,500,074 | 15,500 | 1,072,027 | | 1,087,527 | 1,412,547 |
| 252 Arterial Street Construction | 1,999,393 | 985,000 | | | 2,984,393 | 29,599 | | | 29,599 | 2,954,794 |
| 253 Traffic Signals | 864,490 | 256,600 | | | 1,121,090 | 17,000 | | | 17,000 | 1,104,090 |
| 254 Freeway Interchanges | 1,503,060 | 1,257,500 | | | 2,760,560 | 1,035,496 | | | 1,035,496 | 1,725,064 |
| 260 Street Lighting Dist. #1 | 727 | 25,500 | | | 26,227 | 25,842 | | | 25,842 | 385 |
| 261 CFD 2004-1 | 185,542 | 127,500 | | | 313,042 | 127,980 | | | 127,980 | 185,062 |
| 263 Landscape Maint. Dist. | - | 30,000 | | | 30,000 | 30,000 | | | 30,000 | - |
| 288 Downtown Obligation Pymt | 5,423,086 | 3,350,000 | | | 8,773,086 | - | 4,008,274 | | 4,008,274 | 4,764,812 |
| 305 General Debt Service | - | - | 2,809,835 | | 2,809,835 | 2,809,835 | | | 2,809,835 | - |
| 311 Redlands Pub. Imp. Corp | - | - | 1,900,684 | | 1,900,684 | 1,900,684 | | | 1,900,684 | - |
| 380 Successor RDA Debt Srvc | - | 90,000 | 3,469,329 | | 3,559,329 | 3,559,329 | | | 3,559,329 | - |
| 405 Storm Drain Construction | 1,616,878 | 220,000 | | | 1,836,878 | 274,927 | | | 274,927 | 1,561,951 |
| 480 Successor RDA Admin | - | 18,000 | 232,000 | | 250,000 | 250,000 | | | 250,000 | - |
| 488 Successor RDA Projects | - | 625 | 306,945 | | 307,570 | 307,570 | | | 307,570 | - |
| 501 Water Service | 6,347,498 | 22,748,000 | | | 29,095,498 | 17,357,744 | 7,688,824 | 348,300 | 25,394,868 | 3,700,630 |
| 503 Water Project | - | - | 5,765,000 | | 5,765,000 | 5,765,000 | | | 5,765,000 | - |
| 506 Water Debt Service | - | - | 2,224,233 | | 2,224,233 | 2,224,233 | | | 2,224,233 | - |
| 508 Source Acquisition | - | 115,000 | | | 115,000 | - | | | - | 115,000 |
| 509 Water Capital Improvement | - | 450,000 | | 148,300 | 598,300 | 20,000 | 578,300 | | 598,300 | - |
| 511 Solid Waste Service | 3,748,736 | 12,600,040 | | | 16,348,776 | 9,873,346 | 4,472,630 | | 14,345,976 | 2,002,800 |
| 513 Solid Waste Projects | - | - | 1,095,000 | | 1,095,000 | 1,095,000 | | | 1,095,000 | - |
| 516 Solid Waste Debt Service | - | 15,000 | 1,895,711 | | 1,910,711 | 1,910,711 | | | 1,910,711 | - |
| 517 Calif St Landfill Closure | - | 55,000 | | | 55,000 | - | | 55,000 | 55,000 | - |
| 519 Solid Waste Cap. Improv | 2,865,823 | 147,000 | | | 3,012,823 | - | 339,450 | | 339,450 | 2,673,373 |
| 521 Wastewater Service | 8,495,244 | 9,613,500 | | | 18,108,744 | 8,482,190 | 3,666,513 | 1,550,000 | 13,698,703 | 4,410,041 |
| 523 Wastewater Project | - | - | 2,972,000 | | 2,972,000 | 2,972,000 | | | 2,972,000 | - |
| 526 Wastewater Debt Service | - | 200 | 1,385,213 | | 1,385,413 | 1,385,413 | | | 1,385,413 | - |
| 529 WW Capital Improvement | 2,232,617 | 1,410,500 | | | 3,643,117 | - | 720,311 | | 720,311 | 2,922,806 |
| 538 Groves | 125,203 | 750,500 | | | 875,703 | 760,110 | | | 760,110 | 115,593 |
| 541 Non-Potable Water Service | 790,636 | 515,000 | | | 1,305,636 | 224,909 | | | 224,909 | 1,080,727 |
| 549 Non-Potable Capital Imprv | 30,295 | 5,000 | | | 35,295 | - | | | - | 35,295 |
| 562 Cemetery | 189,212 | 594,143 | 24,000 | 924,600 | 1,731,955 | 1,646,309 | | 38,130 | 1,684,439 | 47,516 |
| 563 Cemetery Pre-need | 698,192 | 5,000 | | | 703,192 | - | 24,000 | | 24,000 | 679,192 |
| 564 Aviation | 164,229 | 315,348 | | | 479,577 | 318,618 | | | 318,618 | 160,959 |
| 602 Liability Self-Insurance | 2,361,551 | 18,000 | 660,000 | | 3,039,551 | 1,431,862 | | | 1,431,862 | 1,607,689 |
| 604 Dept of Innovation & Tech | - | 3,511,812 | | | 3,511,812 | 3,511,812 | | | 3,511,812 | - |
| 606 Workers' Compensation | 9,545 | 2,047,225 | | | 2,056,770 | 2,045,392 | | | 2,045,392 | 11,378 |
| 607 Equipment Maintenance | - | 3,745,748 | | | 3,745,748 | 3,277,130 | | | 3,277,130 | 468,618 |
| 608 Utility Billing | 1,688,786 | 1,465,000 | | | 3,153,786 | 1,669,284 | | | 1,669,284 | 1,484,502 |
| 702 Cemetery Endowment | 1,684,995 | 60,000 | | | 1,744,995 | - | | 924,600 | 924,600 | 820,395 |
| 710 CFD Trust | 2,733,592 | 1,470,000 | | | 4,203,592 | 1,446,356 | | | 1,446,356 | 2,757,236 |
| 720 Payroll Clearing Fund | - | - | | 2,809,835 | 2,809,835 | - | 2,809,835 | | 2,809,835 | - |
| TOTAL (MEMO ONLY) | $ 66,301,347 | $ 144,525,147 | $ 32,125,437 | $ 4,583,833 | $ 247,535,764 | $ 156,579,412 | $ 32,125,437 | $ 3,466,372 | $ 192,171,221 | $ 55,364,542 |

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

City of Redlands
2015-2016
Adopted Budget

REVENUE DETAIL

| | 2013-14 ACTUAL (AUDITED) | 2014-15 ADJUSTED BUDGET | 2014-15 12 MONTH ESTIMATED | 2015-16 COUNCIL ADOPTED |
|---|---|---|---|---|
| **PROPERTY TAXES** | | | | |
| 3000 Current Secured Taxes | 20,809,305 | 20,795,000 | 21,453,069 | 22,698,000 |
| 3001 Current Unsecured Taxes | 573,677 | 585,000 | 601,156 | 620,000 |
| 3002 Supplemental Secured Taxes | 208,615 | 125,000 | 209,157 | 210,000 |
| 3003 Supplemental Unsecured Taxes | 12,079 | 10,000 | 21,000 | 25,000 |
| 3004 Secured PY Taxes | 696,923 | 525,000 | 415,000 | 425,000 |
| 3005 Unsecured PY Taxes | 9,693 | 15,000 | 10,000 | 10,000 |
| 3006 Supplemental PY Taxes | 95,607 | 110,000 | 129,146 | 125,000 |
| 3007 Possessory Interest Taxes | 268,508 | 265,000 | 289,720 | 298,000 |
| TOTAL PROPERTY TAXES | 22,674,407 | 22,430,000 | 23,128,248 | 24,411,000 |
| **OTHER TAXES** | | | | |
| 3019 Sales Tax Compensation | 2,847,122 | 2,776,351 | 2,792,840 | 1,537,287 |
| 3020 Sales and Use Tax | 10,572,296 | 10,980,649 | 11,159,160 | 14,031,713 |
| 3023 Pub Safety Sales Tax | 760,375 | 780,000 | 814,230 | 855,000 |
| 3030 Property Transfer Tax | 272,847 | 300,000 | 315,000 | 345,000 |
| 3040 Transient Occupancy Tax | 948,164 | 945,000 | 960,000 | 977,000 |
| 3050 Franchise Fees | 3,235,114 | 3,156,000 | 3,737,290 | 3,485,788 |
| 3060 Mining Tax | 256,904 | 255,000 | 350,000 | 350,000 |
| TOTAL OTHER TAXES | 18,892,822 | 19,193,000 | 20,128,520 | 21,581,788 |
| TOTAL TAXES | 41,567,229 | 41,623,000 | 43,256,768 | 45,992,788 |
| **OTHER REVENUES** | | | | |
| 3100 Business License | 3,305,534 | 3,280,000 | 3,280,000 | 3,325,000 |
| 3101 Dog License | 92,040 | 79,575 | 79,575 | 80,000 |
| 3170 Code Enforcement/Admin Citation | 700 | 0 | 0 | 0 |
| 3195 Miscellaneous Permit | 2,856 | 3,000 | 2,000 | 2,750 |
| 3210 Motor Vehicle Fees | 30,515 | 0 | 29,476 | 0 |
| 3215 Mandated Cost Reimbursement | 48,349 | 35,000 | 35,000 | 40,000 |
| 3250 Federal Grants | 20,827 | 57,362 | 123,680 | 0 |
| 3255 Federal Reimbursement | 1,335 | 0 | 0 | 0 |
| 3305 Cost Recover/Reimb Expenditure | 4,732 | 86,000 | 126,321 | 87,500 |
| 3309 Application/Filing Fee | 162,957 | 160,000 | 160,000 | 170,000 |
| 3315 City Attny Services | 63,178 | 65,000 | 127,295 | 135,000 |

City of Redlands
2015-2016
Adopted Budget

REVENUE DETAIL

| | 2013-14 ACTUAL (AUDITED) | 2014-15 ADJUSTED BUDGET | 2014-15 12 MONTH ESTIMATED | 2015-16 COUNCIL ADOPTED |
|---|---|---|---|---|
| **OTHER REVENUES (CONT)** | | | | |
| 3400 City Ordinance Violation | 32,680 | 25,000 | 65,000 | 50,000 |
| 3412 General Gov't Overhead | 3,313,006 | 3,518,170 | 3,518,170 | 3,518,170 |
| 3510 Investment Income | 201,166 | 75,000 | 125,000 | 130,000 |
| 3512 Returned Check Charge | 351 | 500 | 500 | 500 |
| 3515 Land Sale Proceeds | 0 | 0 | 0 | 770,000 |
| 3516 Sale of Surplus Property | 7,418 | 3,000 | 2,530 | 3,000 |
| 3530 Miscellaneous Receipts | 64,593 | 20,000 | 59,248 | 25,000 |
| 3540 Other Grants | 0 | 2,500 | 2,500 | 0 |
| 3590 Donations | 13,040 | 40,000 | 10,000 | 10,000 |
| 3760 Bad Debt Recovery | 7,733 | 5,500 | 5,500 | 5,500 |
| TOTAL OTHER REVENUE | 7,373,010 | 7,455,607 | 7,751,795 | 8,352,420 |
| | | | | |
| TOTAL GENERAL GOVERNMENT | 48,940,239 | 49,078,607 | 51,008,563 | 54,345,208 |
| | | | | |
| **DEVELOPMENT SERVICES** | | | | |
| 3110 Agricultural Preserve Removal | 0 | 0 | 4,592 | 2,296 |
| 3111 General Plan Review Fee | 107,497 | 241,000 | 250,000 | 275,000 |
| 3112 General Plan Amendments | 0 | 10,928 | 11,038 | 11,038 |
| 3113 Building Permits | 700,670 | 735,617 | 773,500 | 952,000 |
| 3114 Electrical Permits | 144,005 | 167,859 | 144,500 | 192,000 |
| 3115 Plumbing Permits | 118,699 | 131,464 | 159,500 | 186,000 |
| 3117 HVAC Permits | 121,073 | 142,960 | 160,500 | 191,000 |
| 3119 Cert of Occupancy | 34,756 | 45,780 | 22,197 | 36,000 |
| 3120 Pool and Spa Permits | 4,672 | 0 | 10,455 | 11,000 |
| 3121 Sign Permit | 15,810 | 15,000 | 16,800 | 16,500 |
| 3122 Demolition Permits | 4,840 | 3,000 | 4,400 | 4,500 |
| 3123 Roofing Permits | 5,464 | 8,640 | 1,000 | 5,000 |
| 3124 Plan Check | 268,764 | 232,270 | 279,500 | 375,000 |
| 3125 Preliminary Reviews | 4,484 | 5,000 | 9,000 | 10,000 |
| 3126 Historic Certs of Appropriateness | 3,696 | 2,500 | 3,630 | 3,700 |
| 3138 East Valley Corridor | 9,369 | 3,814 | 0 | 3,852 |
| 3140 Specific Plan | 3,986 | 7,972 | 4,026 | 4,026 |
| 3142 Conditional Use Permit | 36,619 | 70,000 | 85,500 | 105,000 |

City of Redlands
2015-2016
Adopted Budget

REVENUE DETAIL

| | 2013-14 ACTUAL (AUDITED) | 2014-15 ADJUSTED BUDGET | 2014-15 12 MONTH ESTIMATED | 2015-16 COUNCIL ADOPTED |
|---|---|---|---|---|
| **DEVELOPMENT SERVICES (CONT)** | | | | |
| 3144 Variances | 22,118 | 10,000 | 5,400 | 6,000 |
| 3148 CRA Review | 31,225 | 52,000 | 22,421 | 30,000 |
| 3152 Map Review | 39,549 | 50,000 | 25,634 | 35,000 |
| 3153 Street Vacation | 0 | 2,344 | 7,078 | 2,367 |
| 3154 Environmental Impact | 59,321 | 71,000 | 83,315 | 95,000 |
| 3158 Residential Development Alloc | 11,312 | 10,416 | 3,507 | 14,028 |
| 3162 Home Occupation Permit | 4,885 | 6,000 | 4,692 | 4,800 |
| 3164 Ordinance Amendment | 3,420 | 8,736 | 10,362 | 8,055 |
| 3175 Development Agreements | 3,000 | 3,000 | 8,555 | 3,000 |
| 3176 Annexation Agreements | 8,675 | 6,366 | (10,699) | 8,762 |
| 3178 Preannexation Agreements | 0 | 20,000 | 0 | 40,000 |
| 3180 Socio-Economic Studies | 21,195 | 30,000 | 6,574 | 19,000 |
| 3302 Inspections | 22,386 | 15,000 | 28,925 | 30,000 |
| 3323 Research & Microfilming | 4,212 | 4,427 | 4,000 | 4,000 |
| 3512 Returned Check Charge | 234 | 50 | 0 | 0 |
| 3522 Kiosk Rental Program Revenue | 0 | 1,000 | 960 | 1,000 |
| 3530 Miscellaneous Receipts | 5,131 | 6,500 | 15,780 | 10,000 |
| 3533 Misc Taxable Sales | 21 | 100 | 9 | 0 |
| TOTAL DEVELOPMENT SERVICES | 1,821,088 | 2,120,743 | 2,156,651 | 2,694,924 |
| **LIBRARY** | | | | |
| 3305 Cost Recover/Reimb Expenditure | 44 | 0 | 0 | 0 |
| 3327 Non-Resident Fees | 11,005 | 11,000 | 11,000 | 11,000 |
| 3328 Library/Lincoln Shrine Support | 90,300 | 90,300 | 90,300 | 90,300 |
| 3456 Library Fines | 35,200 | 32,500 | 32,500 | 32,500 |
| 3512 Returned Check Charge | 78 | 0 | 117 | 0 |
| 3590 Donations | 11,500 | 0 | 0 | 0 |
| TOTAL LIBRARY | 148,127 | 133,800 | 133,917 | 133,800 |
| **POLICE DEPARTMENT** | | | | |
| 3102 Bicycle License | 50 | 50 | 50 | 50 |
| 3170 Code Enforcement/Admin Citation | 1,775 | 2,500 | 0 | 0 |
| 3171 Adult Oriented Business Permit | 3,526 | 3,500 | 3,500 | 3,500 |
| 3195 Miscellaneous Permit | 2,764 | 2,400 | 2,800 | 2,500 |

City of Redlands
2015-2016
Adopted Budget

REVENUE DETAIL

| | 2013-14 ACTUAL (AUDITED) | 2014-15 ADJUSTED BUDGET | 2014-15 12 MONTH ESTIMATED | 2015-16 COUNCIL ADOPTED |
|---|---|---|---|---|
| **POLICE DEPARTMENT (CONT)** | | | | |
| 3255 Federal Reimbursement | 86,170 | 0 | 70,000 | 70,000 |
| 3305 Cost Recover/Reimb Expenditure | 49,482 | 110,000 | 40,000 | 40,000 |
| 3309 Application/Filing Fee | 1,818 | 700 | 1,000 | 750 |
| 3320 Depositions | 7,225 | 6,000 | 10,000 | 7,500 |
| 3321 Fingerprints/Background Check | 12,887 | 12,000 | 15,000 | 12,000 |
| 3324 Police Reports | 1,934 | 2,000 | 2,500 | 2,000 |
| 3430 Vehicle Impound Fees | 45,122 | 40,000 | 40,000 | 42,000 |
| 3431 Tow Fees | 30,927 | 26,000 | 26,000 | 26,000 |
| 3432 False Alarm Fees | 89,772 | 65,000 | 80,000 | 85,000 |
| 3433 Booking Restitution | 1,340 | 1,200 | 1,000 | 1,000 |
| 3512 Returned Check Charge | 235 | 150 | 78 | 50 |
| 3516 Sale of Surplus Property | 23,980 | 2,000 | 8,948 | 2,000 |
| 3530 Miscellaneous Receipts | 20,622 | 1,000 | 5,773 | 1,000 |
| 3590 Donations | 6,500 | 20,000 | 20,000 | 0 |
| 3730 POST Training Reimbursement | 16,562 | 13,000 | 20,000 | 20,000 |
| 3732 Crossing Guard Reimbursement | 57,674 | 57,713 | 57,713 | 57,713 |
| 3734 Contract Services | 7,166 | 6,000 | 7,000 | 7,000 |
| 3735 IRNET Reimbursement | 20,139 | 20,000 | 18,000 | 19,150 |
| TOTAL POLICE DEPARTMENT | 487,670 | 391,213 | 429,362 | 399,213 |
| **POLICE - ANIMAL CONTROL** | | | | |
| 3170 Code Enforcement/Admin Citation | 2,600 | 0 | 3,500 | 2,500 |
| 3332 Animal Adoptions | 12,542 | 12,000 | 12,000 | 12,000 |
| 3333 Boarding Fees | 1,315 | 1,200 | 1,000 | 1,000 |
| 3334 Owner Release for Adoption | 6,939 | 6,500 | 5,500 | 5,500 |
| 3335 Shelter Apprehension Fees | 6,590 | 7,000 | 5,000 | 5,000 |
| 3336 Shelter Deposit Fees | 21,599 | 21,600 | 20,000 | 20,000 |
| 3512 Returned Check Charge | 234 | 250 | 150 | 150 |
| 3530 Miscellaneous Receipts | 24 | 0 | 0 | 0 |
| 3570 Trap Rentals | 1,886 | 1,500 | 900 | 900 |
| 3737 Animal Pick-Up Reimbursement | 4,927 | 5,000 | 5,000 | 5,000 |
| TOTAL POLICE - ANIMAL CONTROL | 58,656 | 55,050 | 53,050 | 52,050 |

City of Redlands
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Adopted Budget

REVENUE DETAIL

| | 2013-14 ACTUAL (AUDITED) | 2014-15 ADJUSTED BUDGET | 2014-15 12 MONTH ESTIMATED | 2015-16 COUNCIL ADOPTED |
|---|---|---|---|---|
| **QUALITY OF LIFE - RECREATION** | | | | |
| 3325 Contract Classes | 115,083 | 165,000 | 115,000 | 120,000 |
| 3330 Concessions | 740 | 518 | 860 | 800 |
| 3331 Lighting Fees | 1,245 | 1,046 | 3,116 | 3,000 |
| 3344 T-Ball | 99 | 0 | 0 | 0 |
| 3512 Returned Check Charge | 156 | 78 | 222 | 150 |
| 3516 Sale of Surplus Property | 1,950 | 0 | 0 | 0 |
| 3520 Rental Income | 24,462 | 10,000 | 28,990 | 35,000 |
| 3531 Game Income | 3,142 | 2,500 | 2,500 | 2,500 |
| 3535 Program Income | 371 | 500 | 500 | 800 |
| 3590 Donations | 0 | 1,350 | 0 | 0 |
| TOTAL RECREATION | 147,248 | 180,992 | 151,188 | 162,250 |
| **QUALITY OF LIFE - SENIOR SERVICES** | | | | |
| 3325 Contract Classes | 9,000 | 8,886 | 7,000 | 9,000 |
| 3365 Tours/Excursions | 1,717 | 1,436 | 4,000 | 3,500 |
| 3520 Rental Income | 20,613 | 20,000 | 15,000 | 25,000 |
| 3535 Program Income | 8,669 | 9,382 | 5,000 | 5,000 |
| 3590 Donations | 0 | 2,006 | 0 | 0 |
| TOTAL SENIOR SERVICES | 39,999 | 41,710 | 31,000 | 42,500 |
| **FIRE DEPARTMENT** | | | | |
| 3124 Plan Check | 103,365 | 95,000 | 217,737 | 217,737 |
| 3185 Special Fire Permits | 21,729 | 25,000 | 39,826 | 39,826 |
| 3186 Fire Permits | 79,620 | 75,000 | 52,887 | 52,887 |
| 3250 Federal Grants | 2,674 | 105,685 | 45,060 | 0 |
| 3255 Federal Reimbursement | 1,518 | 0 | 1,000 | 1,000 |
| 3300 Fire Alarms | 1,756 | 5,500 | 1,000 | 2,100 |
| 3301 Fire Department Reports | 77 | 100 | 100 | 100 |
| 3302 Inspections | 165,167 | 150,000 | 135,169 | 135,169 |
| 3303 Fire Prevention Services | 191 | 400 | 200 | 200 |
| 3304 Mutual Aid Reimbursement | 199,761 | 200,000 | 250,000 | 275,000 |
| 3305 Cost Recover/Reimb Expenditure | 558 | 40,000 | 20,709 | 25,000 |
| 3306 Weed Abatement | 20,874 | 20,000 | 17,000 | 20,000 |
| 3308 State Mandated Inspections | 6,550 | 7,000 | 4,000 | 0 |

City of Redlands
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REVENUE DETAIL

| | 2013-14 ACTUAL (AUDITED) | 2014-15 ADJUSTED BUDGET | 2014-15 12 MONTH ESTIMATED | 2015-16 COUNCIL ADOPTED |
|---|---|---|---|---|
| **FIRE DEPARTMENT (CONT)** | | | | |
| 3320 Depositions | 0 | 150 | 0 | 0 |
| 3326 City Classes/Programs | 38,815 | 50,000 | 30,000 | 30,000 |
| 3512 Returned Check Charge | 39 | 0 | 39 | 39 |
| 3516 Sale of Surplus Property | 9,750 | 3,000 | 1,500 | 3,000 |
| 3530 Miscellaneous Receipts | 57,806 | 0 | 0 | 0 |
| 3590 Donations | 25,539 | 35,000 | 25,000 | 25,000 |
| TOTAL FIRE DEPARTMENT | 735,789 | 811,835 | 841,227 | 827,058 |
| **QUALITY OF LIFE DEPARTMENT** | | | | |
| 3121 Sign Permit | 616 | 600 | 741 | 750 |
| 3131 Outdoor Dining Permits | 274 | 0 | 0 | 0 |
| 3132 Tree Permits | 7,794 | 8,000 | 2,190 | 8,000 |
| 3170 Code Enforcement/Admin Citation | 75,165 | 50,000 | 75,000 | 110,000 |
| 3305 Cost Recover/Reimb Expenditure | 9,959 | 0 | 54,752 | 50,000 |
| 3310 Litter Control Fees | 5,763 | 6,000 | 5,500 | 5,500 |
| 3311 Street Cleaning Fees | 333,643 | 335,000 | 335,000 | 335,000 |
| 3317 Abandoned Property Inspection | 3,772 | 4,000 | 3,500 | 3,500 |
| 3318 Rental Property Inspections | 51,390 | 60,000 | 90,000 | 150,000 |
| 3331 Lighting Fees | 9,312 | 10,092 | 11,188 | 11,000 |
| 3511 Finance Charges | 15,083 | 0 | 0 | 0 |
| 3515 Land Sale Proceeds | 129,887 | 0 | 0 | 0 |
| 3516 Sale of Surplus Property | 12,640 | 0 | 3,040 | 2,500 |
| 3520 Rental Income | 24,934 | 23,000 | 15,000 | 24,000 |
| 3525 Waste Import Fees | 714,350 | 0 | 0 | 0 |
| 3530 Miscellaneous Receipts | 382,400 | 7,500 | 972,571 | 7,500 |
| 3590 Donations | 47,370 | 68,315 | 40,000 | 40,000 |
| 3640 Landfill Mitigation Fees | 187,756 | 135,000 | 240,000 | 245,000 |
| 3734 Contract Services | 98,675 | 56,939 | 42,501 | 55,000 |
| TOTAL QUALITY OF LIFE DEPARTMEN | 2,110,783 | 764,446 | 1,890,983 | 1,047,750 |
| **ENGINEERING** | | | | |
| 3113 Building Permits | 4,146 | 4,700 | 0 | 0 |
| 3116 Grading/Paving Permits | 54,613 | 54,300 | 30,000 | 25,000 |
| 3124 Plan Check | 96,705 | 76,800 | 150,000 | 115,000 |

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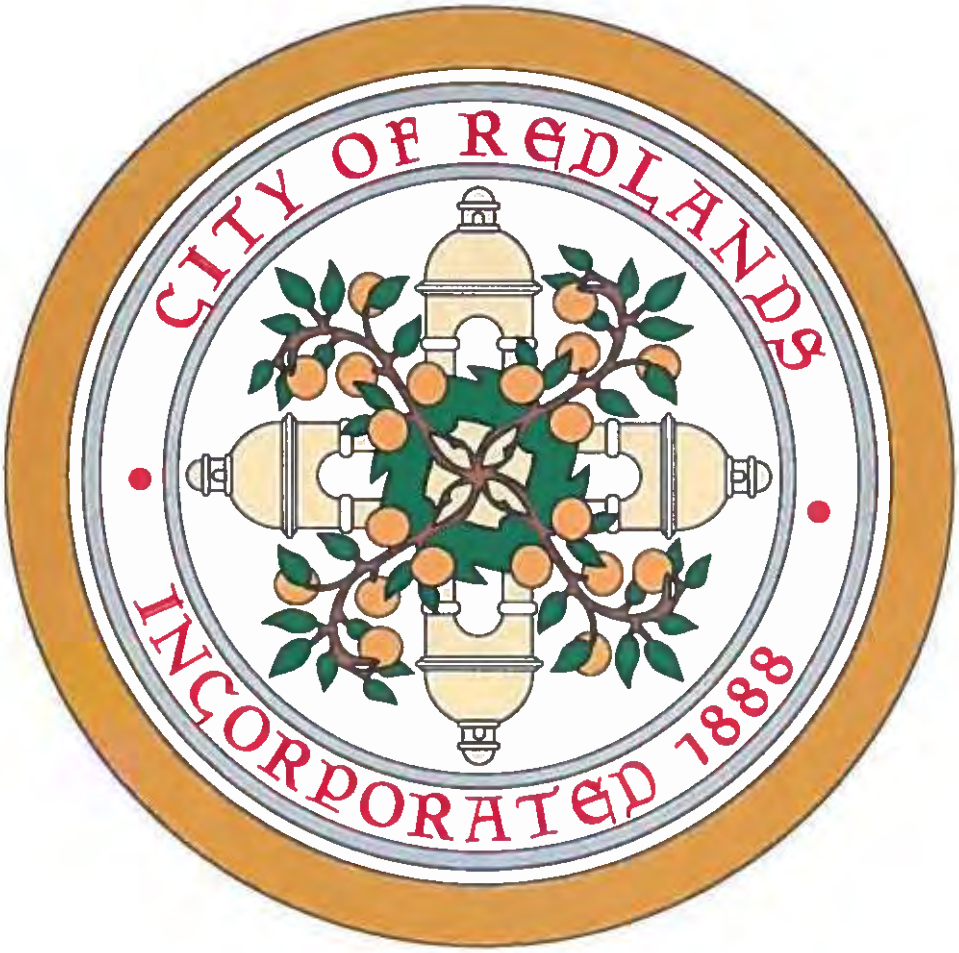
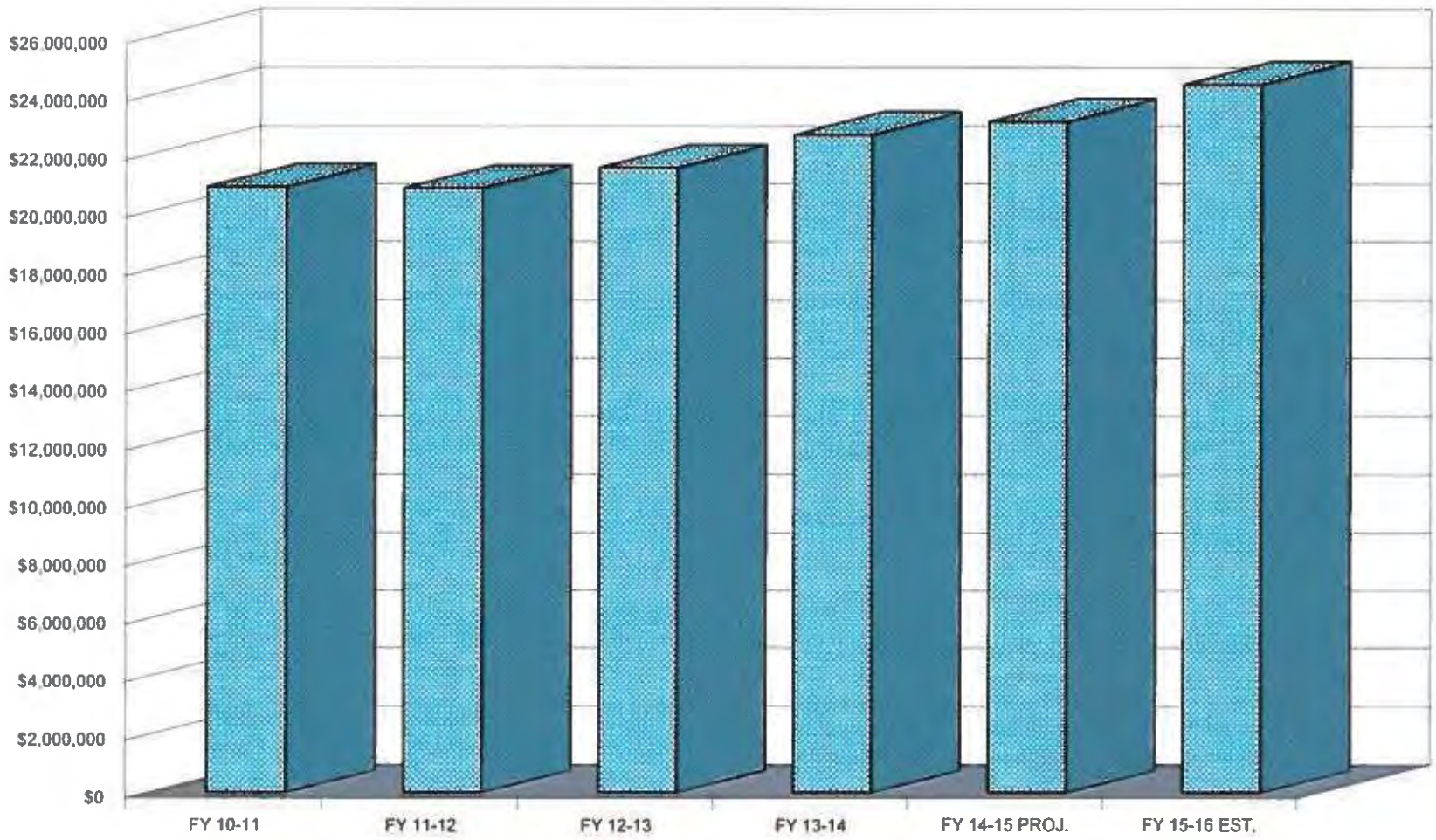
Adopted Budget

REVENUE DETAIL

| | 2013-14 ACTUAL (AUDITED) | 2014-15 ADJUSTED BUDGET | 2014-15 12 MONTH ESTIMATED | 2015-16 COUNCIL ADOPTED |
|---|---|---|---|---|
| **ENGINEERING (CONTD)** | | | | |
| 3130 Street Permits | 587,785 | 464,400 | 464,400 | 400,000 |
| 3135 NPDES Permit | 446,739 | 466,000 | 400,000 | 138,000 |
| 3142 Conditional Use Permit | 9,015 | 5,200 | 15,000 | 15,000 |
| 3148 CRA Review | 4,823 | 3,900 | 2,907 | 3,900 |
| 3152 Map Review | 40,911 | 36,400 | 20,000 | 20,000 |
| 3153 Street Vacation | 0 | 0 | 3,069 | 0 |
| 3154 Environmental Impact | 1,571 | 2,200 | 8,332 | 8,000 |
| 3170 Code Enforcement/Admin Citation | 500 | 0 | 0 | 0 |
| 3175 Development Agreements | 2,133 | 2,400 | 6,409 | 4,500 |
| 3177 Subordination Agreements | 0 | 0 | 77 | 0 |
| 3305 Cost Recover/Reimb Expenditure | 4,056 | 3,700 | 2,000 | 2,500 |
| 3316 WQMP Review Admin | 55,238 | 22,900 | 35,000 | 35,000 |
| 3416 Street Trench Cut Fees | 24,005 | 20,300 | 25,000 | 20,300 |
| 3530 Miscellaneous Receipts | 10,090 | 136,930 | 125,530 | 0 |
| TOTAL ENGINEERING DEPARTMENT | 1,342,330 | 1,300,130 | 1,287,724 | 787,200 |
| TOTAL GENERAL FUND (101) | 55,831,929 | 54,878,526 | 57,983,665 | 60,491,953 |


CITY OF REDLANDS
INCORPORATED 1888

## CITY OF REDLANDS
## PRIOR YEAR COMPARISONS
## GENERAL FUND PROPERTY TAX REVENUE



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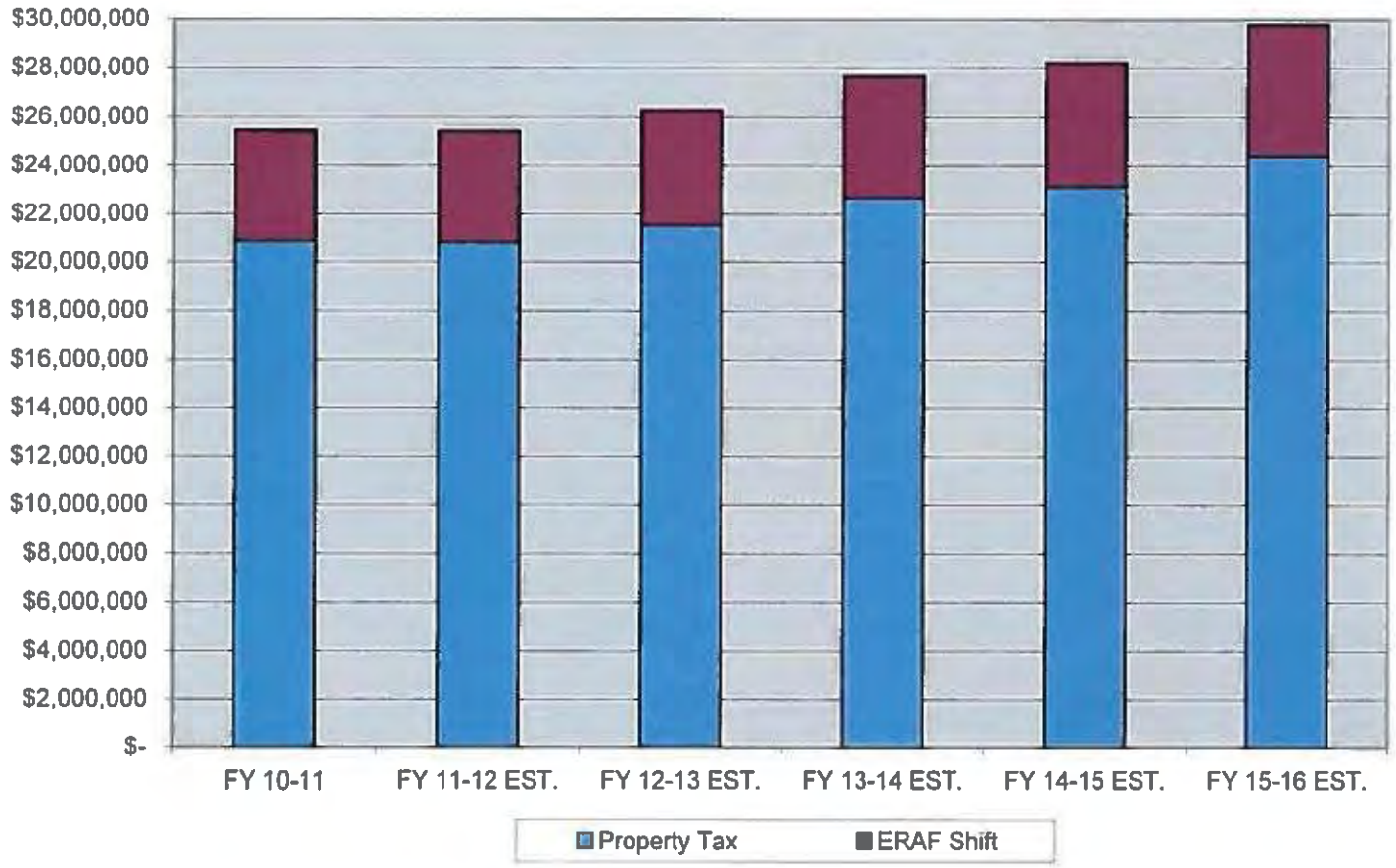
## CITY OF REDLANDS
## PRIOR YEAR COMPARISONS
## GENERAL FUND
## PROPERTY TAX SHIFT TO SCHOOLS



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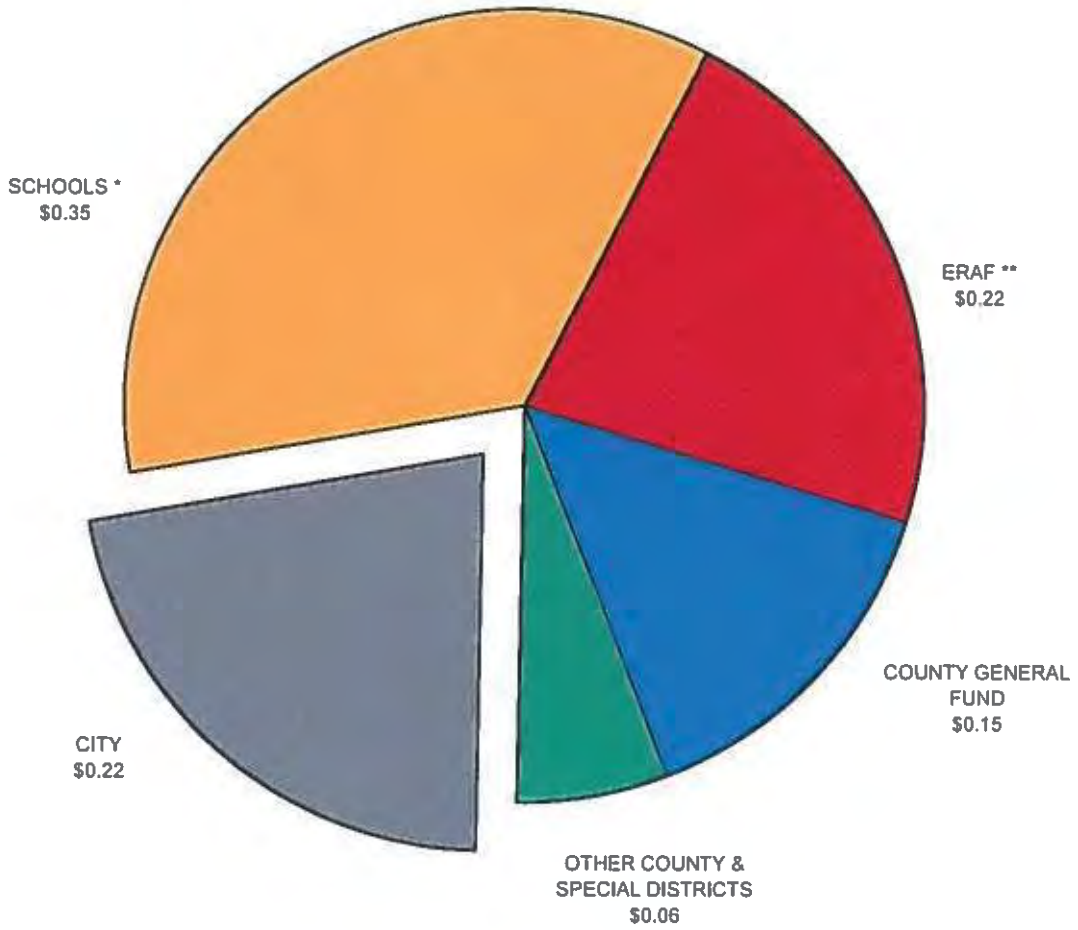
# PROPERTY TAX ALLOCATION

## WHERE YOUR TAX DOLLAR GOES




* REDLANDS UNIFIED SCHOOL DISTRICT ($0.30) and SAN BERNARDINO COUMMUNITY COLLEGE ($0.05)
** ERAF - EDUCATIONAL REVENUE AUGMENTATION FUND

ALLOCATION EXCLUDING REDEVELOPMENT FACTORS

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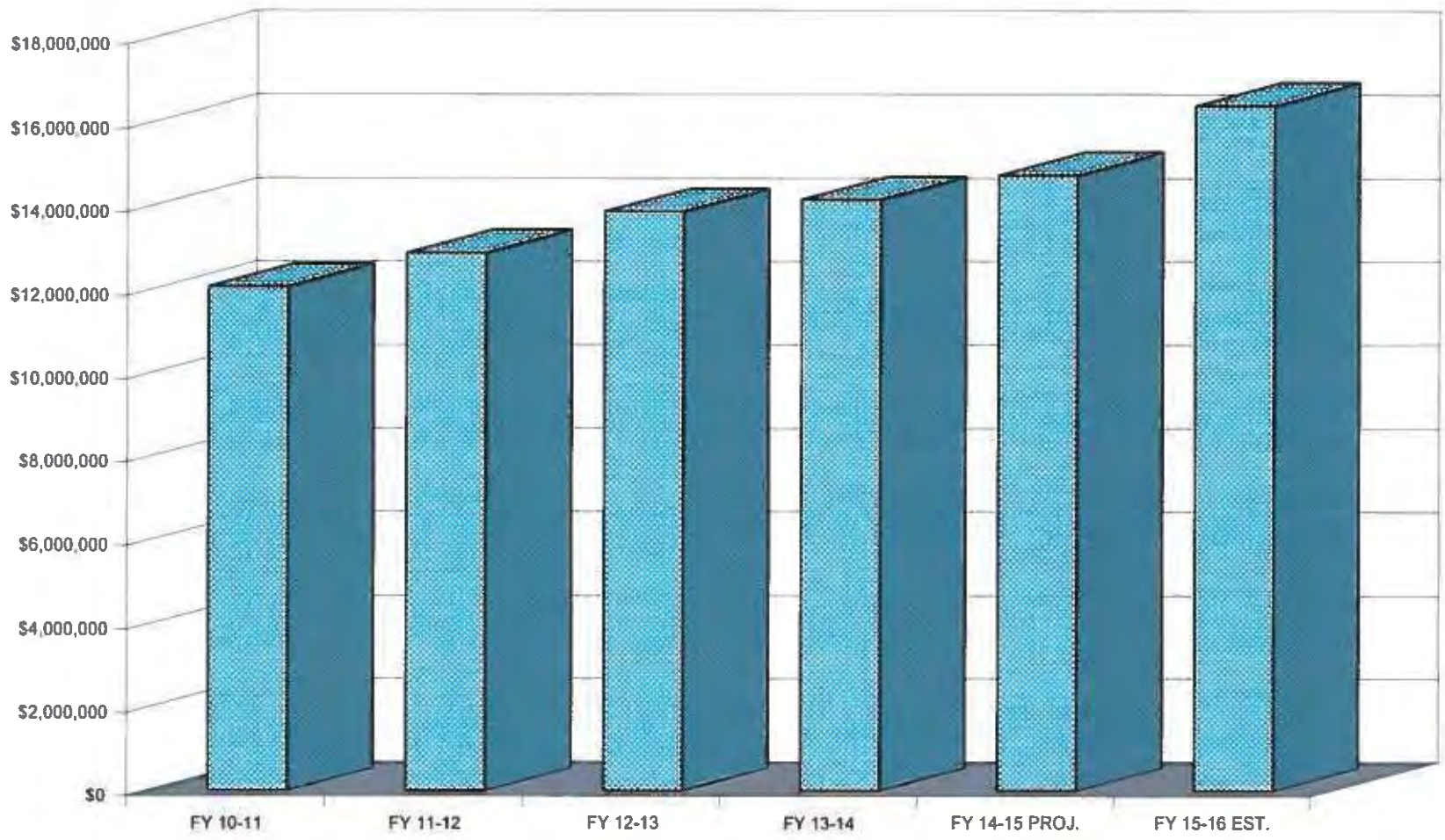
# CITY OF REDLANDS
## PRIOR YEAR COMPARISONS
## GENERAL FUND SALES TAX REVENUE



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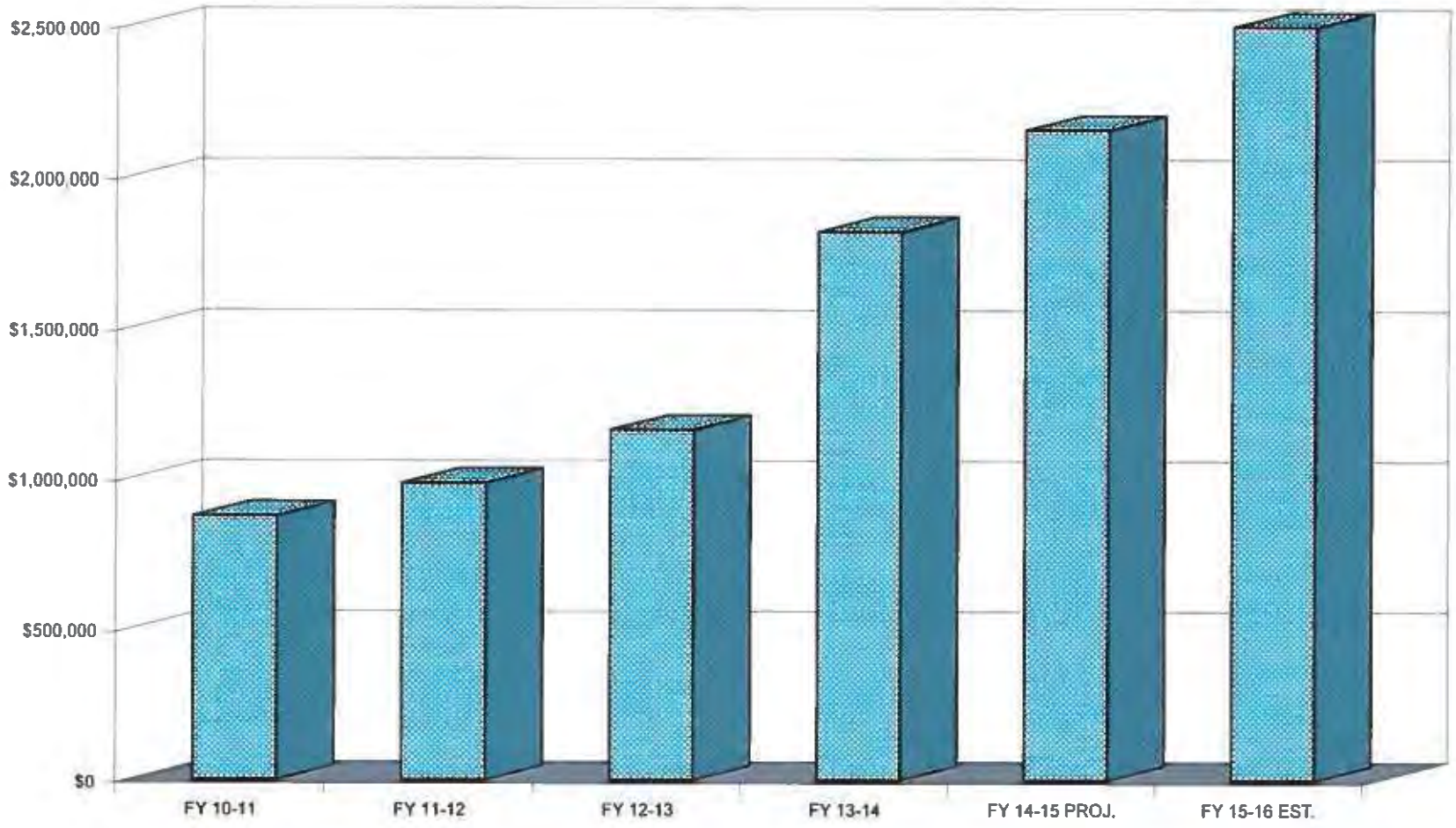
# CITY OF REDLANDS
# PRIOR YEAR COMPARISONS
# GENERAL FUND
# DEVELOPMENT REVENUES



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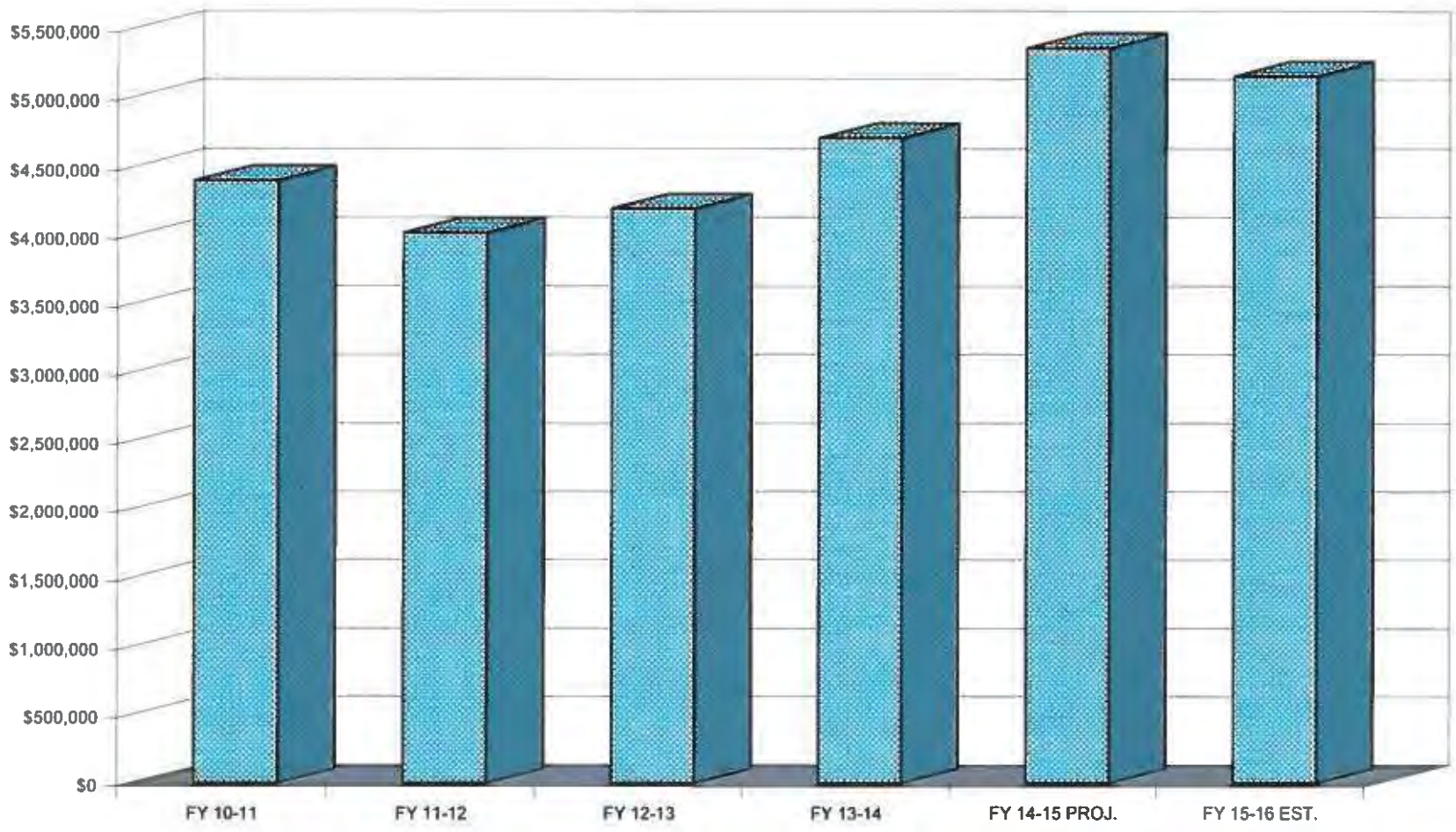
# CITY OF REDLANDS
# PRIOR YEAR COMPARISONS
# GENERAL FUND - OTHER TAXES *




* Franchise Transient Occupancy Property Transfer and Mining

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REVENUE DETAIL

| | 2013-14 ACTUAL (AUDITED) | 2014-15 ADJUSTED BUDGET | 2014-15 12 MONTH ESTIMATED | 2015-16 COUNCIL ADOPTED |
|---|---|---|---|---|
| **EMERGENCY SERVICES (205)** | | | | |
| 3000 Current Secured Taxes | 1,093,429 | 1,100,000 | 1,100,000 | 1,100,000 |
| 3305 Cost Recover/Reimb Expenditure | 0 | 3,000 | 3,000 | 3,000 |
| 3327 Non-Resident Fees | 12,577 | 12,000 | 15,000 | 15,000 |
| 3590 Donations | 70,306 | 30,000 | 0 | 0 |
| TOTAL EMERGENCY SERVICES | 1,176,312 | 1,145,000 | 1,118,000 | 1,118,000 |
| **HOUSEHOLD HAZ WASTE (206)** | | | | |
| 3200 State Grants | 336 | 0 | 36,120 | 0 |
| 3376 Recycled Material | 6,888 | 7,000 | 6,500 | 6,500 |
| 3535 Program Income | 108,983 | 108,000 | 108,000 | 108,000 |
| TOTAL HOUSEHOLD HAZ. WASTE | 116,207 | 115,000 | 150,620 | 114,500 |
| **GAS TAX (207)** | | | | |
| 3025 Gas Tax Prop 111 2105 | 484,759 | 345,541 | 439,230 | 410,930 |
| 3026 Gas Tax 2107 | 518,564 | 424,577 | 599,660 | 561,817 |
| 3027 Gas Tax Engineering Rcpts | 7,500 | 7,500 | 7,500 | 7,500 |
| 3028 Gas Tax 2106 | 233,960 | 273,711 | 253,198 | 216,659 |
| 3029 Gas Tax 2103 | 993,001 | 751,895 | 745,232 | 325,794 |
| TOTAL GAS TAX | 2,237,784 | 1,803,224 | 2,044,820 | 1,522,700 |
| **MEASURE "I" (208)** | | | | |
| 3510 Investment Income | 47,623 | 0 | 30,000 | 0 |
| TOTAL MEASURE "I" | 47,623 | 0 | 30,000 | 0 |
| **LOCAL TRANSPORTATION (209)** | | | | |
| 3200 State Grants | 483,014 | 0 | 3,338,530 | 0 |
| 3250 Federal Grants | 779,052 | 0 | 0 | 0 |
| 3305 Cost Recover/Reimb Expenditure | 0 | 0 | 3,300,000 | 0 |
| 3415 Street Replacement/Haul Permit | 71,080 | 25,000 | 687 | 0 |
| 3510 Investment Income | 14,297 | 10,000 | 10,000 | 10,000 |
| 3530 Miscellaneous Receipts | 70,108 | 0 | 221,339 | 1,537,300 |
| 3810 Bond/Loan Proceeds | 0 | 4,035,000 | 3,050,000 | 6,000,000 |
| 3771 Resident Contrib.: Bike Lanes | 0 | 1,000 | 0 | 0 |

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REVENUE DETAIL

| | 2013-14 ACTUAL (AUDITED) | 2014-15 ADJUSTED BUDGET | 2014-15 12 MONTH ESTIMATED | 2015-16 COUNCIL ADOPTED |
|---|---|---|---|---|
| **LOCAL TRANSPORTATION (209) (CONTD)** | | | | |
| 3772 Resident Contrib.: Sidewalks | 1,442 | 0 | 0 | 0 |
| TOTAL LOCAL TRANSPORTATION | 1,418,993 | 4,071,000 | 9,920,556 | 7,547,300 |
| **MEASURE "I" 2010 (210)** | | | | |
| 3021 Measure I Sales Tax | 1,039,417 | 975,000 | 1,020,500 | 1,048,566 |
| 3510 Investment Income | 29,647 | 15,000 | 50,000 | 30,000 |
| TOTAL AIR QUALITY IMPROVEMENT | 1,069,064 | 990,000 | 1,070,500 | 1,078,566 |
| **AIR QUALITY IMPROVEMENT (221)** | | | | |
| 3510 Investment Income | 7,188 | 4,500 | 5,000 | 5,000 |
| 3710 AB2766 Subvention AQMD | 87,110 | 81,000 | 81,000 | 81,000 |
| TOTAL AIR QUALITY IMPROVEMENT | 94,298 | 85,500 | 86,000 | 86,000 |
| **TRAFFIC SAFETY (223)** | | | | |
| 3450 Traffic Fines | 7,042 | 8,000 | 6,500 | 6,500 |
| 3453 Red Light Traffic Fines | 799 | 450 | 2,800 | 1,000 |
| 3455 Parking Fines | 243,403 | 250,000 | 175,000 | 175,000 |
| TOTAL TRAFFIC SAFETY | 251,244 | 258,450 | 184,300 | 182,500 |
| **OPEN SPACE (227)** | | | | |
| 3510 Investment Income | 22,259 | 10,000 | 10,000 | 10,000 |
| 3515 Land Sale Proceeds | 0 | 0 | 372 | 0 |
| 3627 Open Space Acquisition Fees | 130,020 | 50,000 | 70,000 | 70,000 |
| TOTAL OPEN SPACE | 152,279 | 60,000 | 80,372 | 80,000 |
| **DOWNTOWN BUSINESS AREA (236)** | | | | |
| 3250 Federal Grants | 0 | 79,056 | 79,056 | 0 |
| 3305 Cost Recover/Reimb Expenditure | 0 | 0 | 153 | 0 |
| 3510 Investment Income | 2,680 | 1,500 | 2,000 | 2,000 |
| 3512 Returned Check Charge | 195 | 100 | 39 | 0 |
| 3530 Miscellaneous Receipts | 25,728 | 28,000 | 25,000 | 25,000 |
| 3535 Program Income | 261,631 | 250,000 | 270,000 | 275,000 |
| TOTAL DOWNTOWN BUSINESS AREA | 290,234 | 358,656 | 376,248 | 302,000 |

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REVENUE DETAIL

| | 2013-14 ACTUAL (AUDITED) | 2014-15 ADJUSTED BUDGET | 2014-15 12 MONTH ESTIMATED | 2015-16 COUNCIL ADOPTED |
|---|---|---|---|---|
| **PARKING AUTHORITY (237)** | | | | |
| 3520 Rental Income | 6,470 | 7,000 | 6,500 | 6,500 |
| TOTAL PARKING AUTHORITY | 6,470 | 7,000 | 6,500 | 6,500 |
| **GENERAL CAPITAL IMPRV (240)** | | | | |
| 3200 State Grants | 37,129 | 0 | 1,470,407 | 1,121,032 |
| 3250 Federal Grants | 481,919 | 0 | 523,221 | 649,400 |
| 3530 Miscellaneous Receipts | 0 | 0 | 162,128 | 0 |
| 3540 Other Grants | 0 | 0 | 55,219 | 0 |
| TOTAL GENERAL CAPITAL IMPRV | 519,048 | 0 | 2,210,975 | 1,770,432 |
| **COMM DEVEL BLOCK GRANT (243)** | | | | |
| 3250 Federal Grants | 369,121 | 433,050 | 1,055,245 | 322,287 |
| TOTAL COMM DEVEL BLOCK GRNT | 369,121 | 433,050 | 1,055,245 | 322,287 |
| **NEIGHBORHOOD INITIATIVE (245)** | | | | |
| 3250 Federal Grants | 2,772 | 0 | 0 | 0 |
| TOTAL NEIGHBORHOOD INITIATIVE | 2,772 | 0 | 0 | 0 |
| **ASSET FORFEITURE (246)** | | | | |
| 3460 Drug Confiscation - State | 28,855 | 21,000 | 9,739 | 9,500 |
| 3461 Drug Confiscation - Federal | 470,521 | 294,500 | 179,240 | 180,000 |
| 3463 15% Drug/Gang Prevention - St | 5,092 | 3,675 | 1,719 | 2,000 |
| TOTAL ASSET FORFEITURE | 504,468 | 319,175 | 190,698 | 191,500 |
| **POLICE GRANTS (247)** | | | | |
| 3200 State Grants | 184,250 | 110,429 | 234,605 | 0 |
| 3250 Federal Grants | 1,087,844 | 172,859 | 1,037,721 | 0 |
| 3540 Other Grants | 125,000 | 0 | 80,000 | 0 |
| 3590 Donations | 1,961 | 0 | 0 | 0 |
| TOTAL POLICE GRANTS | 1,399,055 | 283,288 | 1,352,326 | 0 |
| **SUPPL LAW ENFORCEMENT (249)** | | | | |
| 3200 State Grants | 102,279 | 106,643 | 107,291 | 113,000 |

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REVENUE DETAIL

| | 2013-14 ACTUAL (AUDITED) | 2014-15 ADJUSTED BUDGET | 2014-15 12 MONTH ESTIMATED | 2015-16 COUNCIL ADOPTED |
|---|---|---|---|---|
| **SUPPL LAW ENFORCEMENT (249) (CONT)** | | | | |
| 3510 Investment Income | 1,771 | 0 | 1,686 | 968 |
| TOTAL SUPPL LAW ENFORCE. | 104,050 | 106,643 | 108,977 | 113,968 |
| **PARK & OPEN SPACE DEV (250)** | | | | |
| 3510 Investment Income | 9,733 | 5,500 | 9,000 | 13,000 |
| 3515 Land Sale Proceeds | 0 | 0 | 0 | 0 |
| 3530 Miscellaneous Receipts | 0 | 86,180 | 86,180 | 1,200 |
| 3625 Park & Open Space Fee | 341,704 | 40,000 | 200,000 | 275,000 |
| TOTAL PARK & OPEN SPACE DEV | 351,437 | 131,680 | 295,180 | 289,200 |
| **PUBLIC FACILITIES DEV (251)** | | | | |
| 3600 Police Facilities | 207,573 | 195,000 | 140,000 | 350,000 |
| 3601 Fire Facilities | 272,659 | 250,000 | 325,000 | 300,000 |
| 3603 Library Facilities | 82,941 | 69,000 | 69,000 | 100,000 |
| 3604 General Government Facilities | 328,770 | 280,000 | 565,000 | 500,000 |
| 3606 Community Center Facilities | 0 | 0 | 30,000 | 40,000 |
| TOTAL PUBLIC FACILITIES DEV | 891,943 | 794,000 | 1,129,000 | 1,290,000 |
| **ARTERIAL STREET CONSTRUCTION (252)** | | | | |
| 3510 Investment Income | 11,084 | 17,000 | 17,000 | 17,000 |
| 3630 Arterial Street Construction Fees | 192,094 | 205,000 | 0 | 0 |
| 3631 Regional Arterial Fee | 0 | 0 | 800,000 | 800,000 |
| 3632 Railroad Crossing Fee | 0 | 0 | 38,805 | 18,000 |
| 3633 Local Arterial Fee | 0 | 0 | 388,049 | 150,000 |
| TOTAL ARTERIAL STREET CONST | 203,178 | 222,000 | 1,243,855 | 985,000 |
| **TRAFFIC SIGNALS (253)** | | | | |
| 3510 Investment Income | 4,686 | 6,600 | 6,600 | 6,600 |
| 3630 Traffic Signals Fees | 83,326 | 20,000 | 110,000 | 250,000 |
| TOTAL TRAFFIC SIGNALS | 88,012 | 26,600 | 116,600 | 256,600 |
| **FREEWAY INTERCHANGES (254)** | | | | |
| 3510 Investment Income | 4,337 | 5,260 | 7,500 | 7,500 |

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REVENUE DETAIL

| | 2013-14 ACTUAL (AUDITED) | 2014-15 ADJUSTED BUDGET | 2014-15 12 MONTH ESTIMATED | 2015-16 COUNCIL ADOPTED |
|---|---|---|---|---|
| **FREEWAY INTERCHANGES (254) (CONT)** | | | | |
| 3630 Freeway Interchange Fees | 332,229 | 50,000 | 600,000 | 1,250,000 |
| TOTAL FREEWAY INTERCHANGES | 336,566 | 55,260 | 607,500 | 1,257,500 |
| **STREET LIGHTING DIST #1 (260)** | | | | |
| 3650 Assessment District | 25,498 | 25,000 | 25,500 | 25,500 |
| TOTAL STREET LIGHTING DIST #1 | 25,498 | 25,000 | 25,500 | 25,500 |
| **COMM FAC DIST 2004-1 (261)** | | | | |
| 3510 Investment Income | 1,401 | 3,500 | 2,500 | 2,500 |
| 3650 Assessment District | 128,635 | 125,000 | 125,000 | 125,000 |
| TOTAL COMM FAC DIST | 130,036 | 128,500 | 127,500 | 127,500 |
| **LANDSCAPE MAINT DISTRICT (263)** | | | | |
| 3650 Assessment District | 26,923 | 30,000 | 30,000 | 30,000 |
| TOTAL LANDSCAPE MAINT DIST | 26,923 | 30,000 | 30,000 | 30,000 |
| **DISASTER RECOVERY (270)** | | | | |
| 3250 Federal Grants | 225,537 | 0 | 215,182 | 0 |
| TOTAL DISASTER RECOVERY | 225,537 | 0 | 215,182 | 0 |
| **OBLIGATION PMNT (288)** | | | | |
| 3000 Current Secured Taxes | 3,337,916 | 3,964,478 | 6,753,770 | 3,325,000 |
| 3510 Investment Income | 50,045 | 15,000 | 35,000 | 25,000 |
| TOTAL OBLIGATION PMNT | 3,387,961 | 3,979,478 | 6,788,770 | 3,350,000 |
| **GENERAL DEBT SERVICE (305)** | | | | |
| 3000 Current Secured Taxes | 665,278 | 0 | 23,226 | 0 |
| 3006 Supplemental PY Taxes | 16,302 | 0 | 13,644 | 0 |
| 3009 Supplemental - Voter Approved | 15,781 | 0 | 14,031 | 0 |
| 3510 Investment Income | 21,395 | 1,000 | 10,554 | 0 |
| TOTAL GENERAL DEBT SERVICE | 718,756 | 1,000 | 61,455 | 0 |

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REVENUE DETAIL

| | 2013-14 ACTUAL (AUDITED) | 2014-15 ADJUSTED BUDGET | 2014-15 12 MONTH ESTIMATED | 2015-16 COUNCIL ADOPTED |
|---|---|---|---|---|
| **RDLS PUBLIC IMPROVEMENT (311)** | | | | |
| 3510 Investment Income | (3,728) | 0 | 0 | 0 |
| TOTAL RDLS PUBLIC IMPROV | (3,728) | 0 | 0 | 0 |
| **SUCCESSOR TO RDA DEBT SVC (380)** | | | | |
| 3510 Investment Income | 140,033 | 90,000 | 90,000 | 90,000 |
| TOTAL SUCCESSOR TO RDA DEBT SV | 140,033 | 90,000 | 90,000 | 90,000 |
| **STORM DRAIN CONSTRUCTION (405)** | | | | |
| 3510 Investment Income | 24,266 | 20,000 | 20,000 | 20,000 |
| 3620 Storm Drain Fees | 144,723 | 10,000 | 25,000 | 200,000 |
| TOTAL STORM DRAIN CONST. | 168,989 | 30,000 | 45,000 | 220,000 |
| **SUCCESSOR TO RDA GENERAL FUND (480)** | | | | |
| 3305 Cost Recovery/Reimb Expenditure | 19,694 | 0 | 0 | 0 |
| 3520 Rental Income | 18,000 | 18,000 | 18,000 | 18,000 |
| 3530 Miscellaneous Receipts | 27 | 0 | 0 | 0 |
| TOTAL SUCCESSOR TO RDA GENERA | 37,721 | 18,000 | 18,000 | 18,000 |
| **SUCCESSOR TO RDA CAP PROJ (488)** | | | | |
| 3510 Investment Income | 743 | 725 | 660 | 625 |
| TOTAL SUCCESSOR TO RDA CAP PRC | 743 | 725 | 660 | 625 |
| **WATER (501)** | | | | |
| 3124 Plan Check | 9,140 | 8,000 | 23,000 | 30,000 |
| 3305 Cost Recover/Reimb Expenditure | 5,371 | 2,000 | 3,000 | 3,000 |
| 3313 Non-Potable Water Usage | 22,041 | 0 | 0 | 0 |
| 3380 Water Usage | 20,282,196 | 20,000,000 | 20,000,000 | 19,500,000 |
| 3382 Irrigation Water Usage | 2,151,071 | 2,000,000 | 2,000,000 | 1,750,000 |
| 3383 Fire Hydrant Water Usage | 213,897 | 170,000 | 200,000 | 200,000 |
| 3384 Water Meter Install | 16,510 | 5,000 | 50,000 | 50,000 |
| 3387 Frontage Charge | 322,731 | 100,000 | 508,546 | 250,000 |
| 3388 "B" Contract Water Usage | 119,079 | 92,000 | 110,000 | 110,000 |
| 3389 Fire Protection Water Usage | 311,476 | 285,000 | 300,000 | 300,000 |
| 3510 Investment Income | 281,402 | 152,000 | 205,000 | 205,000 |

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2015-2016
Adopted Budget

REVENUE DETAIL

| | 2013-14 ACTUAL (AUDITED) | 2014-15 ADJUSTED BUDGET | 2014-15 12 MONTH ESTIMATED | 2015-16 COUNCIL ADOPTED |
|---|---|---|---|---|
| **WATER (501) (CONT)** | | | | |
| 3516 Sale of Surplus Property | 10,251 | 0 | 2,633 | 0 |
| 3520 Rental Income | 125,610 | 135,000 | 125,000 | 125,000 |
| 3530 Miscellaneous Receipts | 244,660 | 100,000 | 350,000 | 225,000 |
| 3533 Misc Taxable Sales | 150 | 100 | 88 | 0 |
| TOTAL WATER | 24,115,585 | 23,049,100 | 23,877,267 | 22,748,000 |
| **WATER PROJECTS (503)** | | | | |
| 3305 Cost Recover/Reimb Expenditure | 0 | 0 | 56,722 | 0 |
| TOTAL WATER PROJECTS | 0 | 0 | 56,722 | 0 |
| **WATER DEBT SERVICE (506)** | | | | |
| 3510 Investment Income | 52,355 | 0 | 235 | 0 |
| TOTAL WATER DEBT SERVICE | 52,355 | 0 | 235 | 0 |
| **SOURCE ACQUISITION (508)** | | | | |
| 3510 Investment Income | 56 | 0 | 35 | 0 |
| 3551 Water Source Acq Residential | 255,179 | 47,500 | 150,000 | 100,000 |
| 3552 Water Source Acq Non-Residen | 0 | 0 | 20,000 | 15,000 |
| TOTAL SOURCE ACQUISITION | 255,235 | 47,500 | 170,035 | 115,000 |
| **WATER CAPITAL IMPROVEMENT (509)** | | | | |
| 3369 Cap Improv Chrg Non-Res | 105,190 | 102,500 | 55,000 | 100,000 |
| 3370 Cap Improv Chrg Resident | 1,112,070 | 163,000 | 700,000 | 350,000 |
| 3510 Investment Income | (1,809) | 0 | 200 | 0 |
| TOTAL WATER CAPITAL IMPROVE | 1,215,451 | 265,500 | 755,200 | 450,000 |
| **SOLID WASTE (511)** | | | | |
| 3200 State Grants | 340 | 15,000 | 0 | 0 |
| 3305 Cost Recover/Reimb Expenditure | 111 | 0 | 0 | 0 |
| 3372 Special Hauls & Roll-Offs | 1,105,054 | 1,200,000 | 1,200,000 | 1,300,000 |
| 3373 Solid Waste Svrc Residential | 5,434,419 | 5,575,000 | 5,575,000 | 5,825,000 |
| 3374 Solid Waste Svrc Non-Resident | 4,779,445 | 4,870,000 | 4,870,000 | 5,090,000 |
| 3376 Recycled Material | 143,341 | 275,000 | 140,000 | 275,000 |
| 3510 Investment Income | 147,165 | 70,000 | 100,000 | 100,000 |

City of Redlands
2015-2016
Adopted Budget

REVENUE DETAIL

| | 2013-14 ACTUAL (AUDITED) | 2014-15 ADJUSTED BUDGET | 2014-15 12 MONTH ESTIMATED | 2015-16 COUNCIL ADOPTED |
|---|---|---|---|---|
| **SOLID WASTE (511) (CONTD)** | | | | |
| 3512 Returned Check Charge | 78 | 40 | 0 | 40 |
| 3516 Sale of Surplus Property | 18,083 | 10,000 | 1,864 | 10,000 |
| 3525 Waste Import Fees | 161,399 | 0 | 0 | 0 |
| 3530 Miscellaneous Receipts | 2,861 | 0 | 0 | 0 |
| 3540 Other Grants | 180,000 | 0 | 180,000 | 0 |
| 3760 Bad Debt Recovery | 39 | 0 | 0 | 0 |
| TOTAL SOLID WASTE | 11,972,335 | 12,015,040 | 12,066,864 | 12,600,040 |
| **SOLID WASTE DEBT SERVICE (516)** | | | | |
| 3510 Investment Income | 196,199 | 15,000 | 25,000 | 15,000 |
| TOTAL SOLID WASTE DEBT SVC | 196,199 | 15,000 | 25,000 | 15,000 |
| **CALIF ST LANDFILL CLOSURE (517)** | | | | |
| 3510 Investment Income | 48,616 | 35,000 | 55,000 | 55,000 |
| TOTAL CALIF ST LANDFILL CLOSURE | 48,616 | 35,000 | 55,000 | 55,000 |
| **SOLID WASTE CAP IMPROVE (519)** | | | | |
| 3369 Cap Improv Chrg Non-Res | 321,142 | 125,000 | 616,245 | 125,000 |
| 3370 Cap Improv Chrg Resident | 269 | 10,000 | 3,700 | 2,000 |
| 3510 Investment Income | 22,046 | 15,000 | 20,000 | 20,000 |
| TOTAL SOLID WASTE CAP IMPROVE | 343,457 | 150,000 | 639,945 | 147,000 |
| **SEWER SERVICE (521)** | | | | |
| 3305 Cost Recover/Reimb Expenditure | 129 | 0 | 0 | 0 |
| 3366 Sewer Residential | 6,394,468 | 6,100,000 | 6,400,000 | 6,400,000 |
| 3367 Sewer Non-Residential | 2,478,700 | 2,300,000 | 2,450,000 | 2,450,000 |
| 3368 Septage Charge | 54,502 | 38,700 | 40,000 | 40,000 |
| 3379 Recycled Water Useage | 268,971 | 250,000 | 250,000 | 250,000 |
| 3387 Frontage Charge | 137,860 | 85,700 | 200,000 | 120,000 |
| 3391 Joint Lab - Water Charges | 207,233 | 160,000 | 160,000 | 160,000 |
| 3392 Joint Lab - Solid Wst Charges | 34,877 | 33,500 | 33,500 | 33,500 |
| 3510 Investment Income | 170,679 | 87,000 | 175,500 | 160,000 |
| 3530 Miscellaneous Receipts | 9,321 | 5,000 | 0 | 0 |
| TOTAL SEWER SERVICE | 9,756,740 | 9,059,900 | 9,709,000 | 9,613,500 |

City of Redlands
2015-2016
Adopted Budget

REVENUE DETAIL

| | 2013-14 ACTUAL (AUDITED) | 2014-15 ADJUSTED BUDGET | 2014-15 12 MONTH ESTIMATED | 2015-16 COUNCIL ADOPTED |
|---|---|---|---|---|
| **SEWER DEBT SERVICE (526)** | | | | |
| 3510 Investment Income | 77,900 | 200 | 200 | 200 |
| TOTAL SEWER DEBT SERVICE | 77,900 | 200 | 200 | 200 |
| **SEWER CAPITAL IMPROVE (529)** | | | | |
| 3369 Cap Improv Chrg Non-Res | 0 | 0 | 120,000 | 200,000 |
| 3370 Cap Improv Chrg Resident | 1,446,766 | 120,000 | 1,200,000 | 1,200,000 |
| 3510 Investment Income | 9,315 | 3,000 | 10,200 | 10,500 |
| TOTAL SEWER CAPITAL IMPROVE | 1,456,081 | 123,000 | 1,330,200 | 1,410,500 |
| **GROVES (538)** | | | | |
| 3510 Investment Income | (818) | 500 | 1,500 | 500 |
| 3530 Miscellaneous Receipts | 265,517 | 0 | 10,500 | 0 |
| 3550 Grove Receipts | 740,707 | 750,000 | 750,000 | 750,000 |
| TOTAL GROVES | 1,005,406 | 750,500 | 762,000 | 750,500 |
| **NON-POTABLE WATER (541)** | | | | |
| 3313 Non-Potable Water Usage | 549,923 | 500,000 | 500,000 | 500,000 |
| 3387 Frontage Charge | 4,991 | 0 | 1,208 | 0 |
| 3510 Investment Income | 13,650 | 4,500 | 15,000 | 15,000 |
| TOTAL NON-POTABLE WATER | 568,564 | 504,500 | 516,208 | 515,000 |
| **NON-POTABLE CAPITAL IMPRV FUND (549)** | | | | |
| 3369 Capital Improv Chrg Non-Res | 0 | 200,000 | 207,352 | 0 |
| 3510 Investment Income | 4,477 | 1,000 | 5,000 | 5,000 |
| TOTAL NON POT CAP IMPRV FUND | 4,477 | 201,000 | 212,352 | 5,000 |
| **CEMETERY (562)** | | | | |
| 3305 Cost Recover/Reimb Expenditure | 320 | 0 | 0 | 0 |
| 3360 Cemetery Internment | 173,493 | 130,000 | 130,000 | 212,922 |
| 3361 Cemetery Lots | 178,980 | 150,000 | 150,000 | 247,584 |
| 3362 Cemetery Crypts | 19,175 | 21,000 | 21,000 | 34,662 |
| 3510 Investment Income | 24,290 | 500 | 20,000 | 20,000 |
| 3511 Finance Charges | 0 | 2,000 | 0 | 0 |

City of Redlands
2015-2016
Adopted Budget

REVENUE DETAIL

| | 2013-14 ACTUAL (AUDITED) | 2014-15 ADJUSTED BUDGET | 2014-15 12 MONTH ESTIMATED | 2015-16 COUNCIL ADOPTED |
|---|---|---|---|---|
| **CEMETERY (562) CONT** | | | | |
| 3512 Returned Check Charge | 39 | 0 | 78 | 0 |
| 3516 Sale of Surplus Property | 6,825 | 0 | 0 | 0 |
| 3520 Rental Income | 27,000 | 20,700 | 20,700 | 20,700 |
| 3530 Miscellaneous Receipts | 38,685 | 35,000 | 37,000 | 25,000 |
| 3533 Misc Taxable Sales | 52,061 | 40,000 | 40,000 | 33,275 |
| 3590 Donations | 6 | 0 | 100 | 0 |
| TOTAL CEMETERY | 520,874 | 399,200 | 418,878 | 594,143 |
| **CEMETERY PRE-NEED (563)** | | | | |
| 3510 Investment Income | 5,130 | 3,500 | 5,000 | 5,000 |
| TOTAL CEMETERY PRE-NEED | 5,130 | 3,500 | 5,000 | 5,000 |
| **AVIATION OPERATING (564)** | | | | |
| 3001 Current Unsecured Taxes | 34,597 | 60,000 | 34,622 | 34,622 |
| 3200 State Grants | 20,000 | 0 | 0 | 0 |
| 3250 Federal Grants | 0 | 150,000 | 150,000 | 0 |
| 3510 Investment Income | 2,661 | 0 | 1,862 | 1,862 |
| 3511 Finance Charges | 4,230 | 3,000 | 3,000 | 3,000 |
| 3520 Rental Income | 257,660 | 300,000 | 257,660 | 257,660 |
| 3530 Miscellaneous Receipts | 1,641 | 1,500 | 1,711 | 1,500 |
| 3533 Misc Taxable Sales | 15 | 0 | 0 | 0 |
| 3545 Tie-Down Fees | 9,329 | 10,000 | 7,605 | 7,605 |
| 3546 Gate Access Fees | 7,375 | 10,000 | 7,500 | 9,099 |
| TOTAL AVIATION OPERATING | 337,508 | 534,500 | 463,959 | 315,348 |
| **LIABILITY SELF-INSURANCE (602)** | | | | |
| 3510 Investment Income | (4,403) | 3,000 | 14,631 | 3,000 |
| 3530 Miscellaneous Receipts | 6,714 | 15,000 | 10,381 | 15,000 |
| TOTAL LIABILITY SELF-INSURANCE | 2,311 | 18,000 | 25,012 | 18,000 |
| **INFORMATION TECHNOLOGY (604)** | | | | |
| 3305 Cost Recover/Reimb Expenditure | 0 | 0 | 1,037 | 0 |
| 3393 Internal Svc Rcpts: General Fund | 1,645,748 | 1,772,804 | 1,896,290 | 2,213,561 |
| 3394 Internal Svc Rcpts: Non-Gen Fund | 848,844 | 1,163,971 | 1,168,921 | 1,296,151 |

City of Redlands
2015-2016
Adopted Budget

REVENUE DETAIL

| | 2013-14 ACTUAL (AUDITED) | 2014-15 ADJUSTED BUDGET | 2014-15 12 MONTH ESTIMATED | 2015-16 COUNCIL ADOPTED |
|---|---|---|---|---|
| **INFORMATION TECHNOLOGY (604) (CONT)** | | | | |
| 3510 Investment Income | 4,263 | 2,100 | 2,100 | 2,100 |
| TOTAL INFORMATION TECHNOLOGY | 2,498,855 | 2,938,875 | 3,068,348 | 3,511,812 |
| **WRK COMP SELF-INSURANCE (606)** | | | | |
| 3510 Investment Income | 8,753 | 3,000 | 7,472 | 3,000 |
| 3530 Miscellaneous Receipts | 219 | 0 | 0 | 0 |
| 3750 Worker's Comp Receipts | 1,814,986 | 1,641,545 | 2,241,545 | 2,044,225 |
| TOTAL WRK COMP SELF-INSURANCE | 1,823,958 | 1,644,545 | 2,249,017 | 2,047,225 |
| **EQUIPMENT MAINTENANCE (607)** | | | | |
| 3305 Cost Recover/Reimb Expenditure | 244,717 | 240,000 | 235,000 | 235,000 |
| 3393 Internal Svc Rcpts: General Fund | 1,426,730 | 1,041,847 | 1,041,847 | 898,694 |
| 3394 Internal Svc Rcpts: Non-Gen Fund | 2,441,250 | 2,307,898 | 2,599,867 | 2,361,054 |
| 3398 LCNG Outside Fuel Sales | 241,271 | 250,000 | 225,000 | 250,000 |
| 3510 Investment income | (2,722) | 0 | (1,149) | 0 |
| 3516 Sale of Surplus Property | 4,398 | 0 | 0 | 500 |
| 3530 Miscellaneous Receipts | 2,182 | 0 | 1 | 500 |
| TOTAL EQUIP MAINTENANCE | 4,357,826 | 3,839,745 | 4,100,566 | 3,745,748 |
| **UTILITY BILLING (608)** | | | | |
| 3385 Water Turn-On | 84,670 | 80,000 | 80,000 | 80,000 |
| 3390 Utility Billing Service | 875,000 | 875,000 | 875,000 | 875,000 |
| 3510 Investment Income | 19,897 | 10,000 | 20,000 | 20,000 |
| 3511 Finance Charges | 483,042 | 425,000 | 450,000 | 450,000 |
| 3512 Returned Check Charge | 11,725 | 9,700 | 11,445 | 10,000 |
| 3530 Miscellaneous Receipts | 32,756 | 30,000 | 30,000 | 30,000 |
| 3760 Bad Debt Recovery | 3,280 | 0 | 2,500 | 0 |
| TOTAL UTILITY BILLING | 1,510,370 | 1,429,700 | 1,468,945 | 1,465,000 |
| **CEMETERY ENDOWMENT (702)** | | | | |
| 3364 Cemetery Endowment | 65,760 | 60,000 | 60,000 | 60,000 |
| TOTAL CEMETERY ENDOWMENT | 65,760 | 60,000 | 60,000 | 60,000 |

City of Redlands
2015-2016
Adopted Budget

REVENUE DETAIL

| | 2013-14 ACTUAL (AUDITED) | 2014-15 ADJUSTED BUDGET | 2014-15 12 MONTH ESTIMATED | 2015-16 COUNCIL ADOPTED |
|---|---|---|---|---|
| **COMM FAC DIST TRUST (710)** | | | | |
| 3305 Cost Recover/Reimb Expenditure | 1,438,809 | 1,408,000 | 1,440,000 | 1,440,000 |
| 3510 Investment Income | 31,407 | 5,000 | 30,000 | 30,000 |
| TOTAL COMM FAC DIST TRUST | 1,470,216 | 1,413,000 | 1,470,000 | 1,470,000 |
| | | | | |
| TOTAL NON-GENERAL FUNDS | 80,149,836 | 74,065,534 | 94,286,291 | 84,033,194 |

City of Redlands
2015-2016 Adopted Budget

# Capital Outlay Detail

| Equipment and Vehicles | | Description | | Amount |
|---|---|---|---|---|
| ASSET FORFEITURE FUND (246) | | | | |
| Object 7100 Motor Vehicles | ----- | Unmarked Vehicle Replacements (2) | $ | 102,081 |
| Object 7140 All Other Equipment | ----- | Emergency Equipment | | 11,752 |
| **TOTAL ASSET FORFEITURE FUND (246)** | | | **$** | **113,833** |
| WATER FUND (501) | | | | |
| Object 7060 Office Furniture | ----- | Furniture Replacements | $ | 28,000 |
| Object 7140 All Other Equipment | JL 71060 | Message Board | | 20,000 |
| **TOTAL WATER FUND (501)** | | | **$** | **48,000** |
| SOLID WASTE FUND (511) | | | | |
| Object 7100 Motor Vehicles | ----- | Collection Vehicle Replacement | $ | 308,041 |
| | ----- | Scooter Trucklers (2) | | 50,000 |
| **TOTAL SOLID WASTE FUND (511)** | | | **$** | **358,041** |

| Equipment and Vehicles | | Description | | Amount |
|---|---|---|---|---|
| SOLID WASTE PROJECTS FUND (513) | | | | |
| Object 7100 Motor Vehicles | ----- | Landfill - Heavy Equipment | $ | 385,000 |
| **TOTAL SOLID WASTE PROJECTS FUND (513)** | | | **$** | **385,000** |
| WASTEWATER FUND (521) | | | | |
| Object 7080 Computer Equipment | ----- | Computer Equipment | $ | 7,500 |
| Object 7100 Motor Vehicles | ----- | Motor Vehicle Replacements | | 65,000 |
| Object 7140 All Other Equipment | JL 73060 | Camera and Equipment | | 85,000 |
| Object 7745 Laboratory Equipment | JL 73072 | Instruments and Analyzers | | 93,000 |
| **TOTAL WASTEWATER FUND (521)** | | | **$** | **250,500** |
| INFORMATION TECHNOLOGY FUND (604) | | | | |
| Object 7080 Computer Equipment | ----- | Disaster Recovery Systems | $ | 110,000 |
| | ----- | Police Camera Equipment | | 60,000 |
| | ----- | City-Wide Upgrade and Replacement Projects | | 382,232 |
| **TOTAL INFORMATION TECHNOLOGY FUND (604)** | | | **$** | **552,232** |

| Land and Improvements | | Description | Amount |
|---|---|---|---|
| GENERAL FUND (101) | | | |
| Quality of Life - Electrical (1011302) | | | |
| Object 7150 Other Betterments/Improvements | ----- | Traffic Signal Cabinet Replacement | $ 150,000 |
| **TOTAL GENERAL FUND (101)** | | | **$ 150,000** |
| LOCAL TRANSPORTATION FUND (209) | | | |
| Object 7150 Other Betterments/Improvements | JL 41055 | Gateway Monuments | $ 1,537,300 |
| Object 7230 Street Construction | JL 41049 | PARIS Project Funding | 5,242,030 |
| **TOTAL LOCAL TRANSPORTATION FUND (209)** | | | **$ 6,779,330** |
| MEASURE I FUND - 2010 (210) | | | |
| Object 7230 Street Construction | ----- | PARIS Project Funding | $ 5,000,000 |
| **TOTAL MEASURE I FUND - 2010 (210)** | | | **$ 5,000,000** |
| DOWNTOWN REDLANDS BUSINESS AREA (236) | | | |
| Object 7150 Other Betterments/Improvements | ----- | Brick Bulb-out Planter Surrounds | $ 25,000 |
| **TOTAL DOWNTOWN REDLANDS BUSINESS AREA (236)** | | | **$ 25,000** |

| Land and Improvements | | Description | | Amount |
|---|---|---|---|---|
| GENERAL CAPITAL IMPROVEMENT FUND (240) | | | | |
| Object 7150 Other Betterments/Improvements | JL 47109 | Orange Blossom Trail Phase 3 | $ | 970,850 |
| | ----- | Orange Street Signal | | 319,500 |
| | ----- | Citrus Bike Lanes | | 313,700 |
| **TOTAL GENERAL CAPITAL IMPROVEMENT FUND (240)** | | | **$** | **1,604,050** |
| CDBG PRORGRAM (243) | | | | |
| Object 7230 Street Construction | JL 43060 | Street and Dirt Alley Paving | $ | 141,357 |
| **TOTAL CDBG PRORGRAM (243)** | | | **$** | **141,357** |
| FREEWAY INTERCHANGES FUND (254) | | | | |
| Object 7150 Other Betterments/Improvements | ----- | University Ramp | $ | 1,012,900 |
| **TOTAL GENERAL CAPITAL IMPROVEMENT FUND (240)** | | | **$** | **1,012,900** |
| SOLID WASTE PROJECTS FUND (513) | | | | |
| Object 7650 Solid Waste/Landfill | ----- | Landfill - Grindings Removal | $ | 150,000 |
| **TOTAL SOLID WASTE PROJECTS FUND (513)** | | | **$** | **150,000** |

| Land and Improvements | | Description | | Amount |
|---|---|---|---|---|
| CEMETERY FUND (562) | | | | |
| Object 7230 Street Construction | ----- | Street Improvements | $ | 594,000 |
| Object 7150 Other Betterments/Improvements | ----- | Realign Grave Markers | | 54,600 |
| | ----- | Cremation Gardens | | 145,000 |
| | ----- | Various Cremation Niches | | 131,000 |
| **TOTAL CEMETERY FUND (562)** | | | **$** | **924,600** |

| Buildings and Improvements | | Description | | Amount |
|---|---|---|---|---|
| GENERAL FUND (101) | | | | |
| City Council (101100) | | | | |
| Object 7150 Other Betterments/Improvements | ----- | Council Chamber Dias | $ | 25,000 |
| Finance Department - Accounting (1011130) | | | | |
| Object 7150 Other Betterments/Improvements | ----- | Paint & Carpet | | 25,000 |
| Quality of Life - Building Maintenance (1011301) | | | | |
| Object 7150 Other Betterments/Improvements | ----- | City Hall Restrooms | | 40,000 |
| **TOTAL GENERAL FUND (101)** | | | **$** | **90,000** |
| CDBG PRORGRAM (243) | | | | |
| Object 7150 Other Betterments/Improvements | JL 43059 | ADA Improvements - AK Smiley Restrooms | $ | 82,956 |
| **TOTAL CDBG PRORGRAM (243)** | | | **$** | **82,956** |
| WATER FUND (501) | | | | |
| Object 7150 Other Betterments/Improvements | JL 71060 | Meter Upgrades Installation | $ | 250,000 |
| **TOTAL WATER FUND (501)** | | | **$** | **250,000** |

| Buildings and Improvements | | Description | | Amount |
|---|---|---|---|---|
| WATER PROJECTS FUND (503) | | | | |
| Object 7700 Water Facilities | JL 71305 | SCADA System Upgrades | $ | 275,000 |
| | JL 71307 | Water Production Annual Replacement | | 475,000 |
| | JL 71308 | Water System Improvements | | 700,000 |
| | JL 71365 | Utilities Building Improvements | | 375,000 |
| | ----- | 2015 CIP Replacements | | 2,750,000 |
| | ----- | Garnet Bridge Pipeline | $ | 250,000 |
| | ----- | Reservoir Rehabilitation - Crafton | | 475,000 |
| **TOTAL WATER PROJECTS FUND (503)** | | | **$** | **5,300,000** |
| WASTEWATER FUND (521) | | | | |
| Object 7600 Wastewater Facilities | ----- | Counters and Cabinets | $ | 90,000 |
| **TOTAL WASTEWATER FUND (521)** | | | **$** | **90,000** |
| SEWER PROJECTS FUND (523) | | | | |
| Object 7600 Wastewater Facilities | JL 73319 | Wastewater Replacement Program | $ | 360,000 |
| | JL 73365 | Utilities Building Improvements | | 67,000 |
| | ----- | Local Collection Mains 2016 | | 1,000,000 |

| Buildings and Improvements | | Description | | Amount |
|---|---|---|---|---|
| SEWER PROJECTS FUND (523) Continued | | | | |
| Object 7600 Wastewater Facilities | ----- | SCADA System Upgrades | $ | 100,000 |
| | ----- | Blower Modification | | 550,000 |
| | ----- | Headworks Grit & Improvement | | 500,000 |
| **TOTAL SEWER PROJECTS FUND (523)** | | | **$** | **2,577,000** |

**RESOLUTION NO. 7522**

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF REDLANDS ESTABLISHING A SALARY SCHEDULE AND COMPENSATION PLAN FOR CITY EMPLOYEES AND RESCINDING RESOLUTION NO. 7413.**

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

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

Section 1. The City Council of the City of Redlands hereby establishes a basic compensation plan for all employees in all of the classifications of employment as described in Section 2 of this resolution to be effective July 1, 2015.

Section 2. Salary schedule and Compensation Plan.

| Department/Division | PT | FT | Unit | Range | | | | |
|---|---|---|---|---|---|---|---|---|
| ***City Clerk's Office*** | | | | | | | | |
| Administrative Assistant | | 1 | G | 12 | | | | |

| | | |
|---|---|---|
| ***Total City Clerk's Office*** | ***0*** | ***1*** |

| | | | | | | | | |
|---|---|---|---|---|---|---|---|---|
| ***City Manager's Office*** | | | | | | | | |
| Public Information Officer | | 1 | M | 75 | | | | |
| Emergency Operations Manager | | 1 | M | 70 | | | | |
| Assistant to the City Manager | | 1 | M | 71 | | | | |
| Management Analyst | | 1 | MM | 40 | | | | |
| Senior Administrative Analyst | | 1 | MM | 25 | | | | |
| Senior Administrative Assistant | | 1 | G | 39 | | | | |
| Multimedia Production Coordinator | | 1 | G | 60 | | | | |

| | | |
|---|---|---|
| ***Total City Manager's Office*** | ***0*** | ***7*** |

| | | | | | | | | |
|---|---|---|---|---|---|---|---|---|
| ***Development Services Department*** | | | | | | | | |
| ***Administration*** | | | | | | | | |
| Development Services Director | | 1 | DD | | | | | |
| Assistant Development Services Director | | 1 | M | 82 | | | | |
| Administrative Analyst | | 1 | G | 50 | | | | |
| ***Building Division*** | | | | | | | | |
| Chief Building Official | | 1 | M | 81 | | | | |
| Sr. Building Plans Specialist | | 1 | MM | 45 | | | | |
| Building Plans Specialist | | 2 | G | 70 | | | | |
| Building Inspector I/II | | 2 | G | 60 | 70 | | | |

*Economic Development Division*

| | | | | | | | | |
|---|---|---|---|---|---|---|---|---|
| Economic Development Manager | | 1 | M | 80 | | | | |
| Project Manager I/II | | 1 | MM | 55 | 65 | | | |

*Downtown Redlands Division*

| | | | | | | | | |
|---|---|---|---|---|---|---|---|---|
| Project Manager I/II | | 1 | MM | 55 | 65 | | | |

*Planning Division*

| | | | | | | | | |
|---|---|---|---|---|---|---|---|---|
| City Planner | | 1 | M | 82 | | | | |
| Principal Planner | | 1 | MM | 75 | | | | |
| Senior Planner | | 2 | MM | 65 | | | | |
| Junior/Assistant/Associate Planner | | 3 | G | 53 | 70 | 80 | | |
| Sr. Administrative Technician | | 1 | G | 43 | | | | |
| Senior Administrative Assistant | | 1 | G | 39 | | | | |

*Successor Agency*

| | | | | | | | | |
|---|---|---|---|---|---|---|---|---|
| Building Maintenance Worker | | .25 | CS | 42 | | | | |

*Part Time Positions*

| | | | | | | | | |
|---|---|---|---|---|---|---|---|---|
| Planning Intern | 1 | | P/T | | | | | |
| Maintenance Worker | 2 | | P/T | | | | | |

| | | |
|---|---|---|
| ***Total Development Services Department*** | ***3*** | ***21.25*** |

***Finance Department***

*Administration*

| | | | | | | | | |
|---|---|---|---|---|---|---|---|---|
| Finance Director | | 1 | DD | | | | | |
| Assistant Finance Director | | 1 | M | 85 | | | | |
| Principal Accountant/Internal Auditor | | 1 | MM | 66 | | | | |
| Senior Accountant | | 1 | MM | 51 | | | | |
| Accountant | | 1 | MM | 35 | | | | |
| Payroll Technician | | 1 | G | 47 | | | | |
| Senior Accounting Technician | | 1 | G | 37 | | | | |
| Accounting Technician I/II | | 2 | G | 17 | 27 | | | |

*Purchasing Division*

| | | | | | | | | |
|---|---|---|---|---|---|---|---|---|
| Purchasing Services Manager | | 1 | M | 73 | | | | |
| Purchasing Clerk | | 1 | G | 22 | | | | |

*Revenue Division*

| | | | | | | | | |
|---|---|---|---|---|---|---|---|---|
| Revenue Manager | | 1 | MM | 66 | | | | |
| Accountant | | 1 | MM | 35 | | | | |
| Utilities Customer Service Supervisor | | 1 | G | 68 | | | | |
| Senior Accounting Technician | | 1 | G | 37 | | | | |
| Senior Customer Service Technician | | 1 | G | 37 | | | | |
| Accounting Technician I/II | | 3 | G | 17 | 27 | | | |
| Customer Service Technician I/II | | 6 | G | 17 | 27 | | | |

*Part Time Position*

| | | | | | | | | |
|---|---|---|---|---|---|---|---|---|
| Business License Inspector | 1 | | P/T | | | | | |

| | | |
|---|---|---|
| ***Total Finance Department*** | ***1*** | ***25*** |

| ***Fire Department*** | | | | | | | | |
|---|---|---|---|---|---|---|---|---|
| Fire Chief | | 1 | DD | | | | | |
| Battalion Chief | | 3 | F | 79 | | | | |
| Fire Marshal | | 1 | M | 77 | | | | |
| Fire Captain | | 15 | F | 60 | | | | |
| Fire Engineer | | 15 | F | 55 | | | | |
| Fire Fighter | | 21 | F | 50 | | | | |
| Fire Safety Specialist | | 1 | CS | 69 | | | | |
| Management Analyst | | 1 | MM | 40 | | | | |
| Senior Administrative Technician | | 1 | G | 43 | | | | |
| Administrative Technician | | 1 | G | 29 | | | | |

*Part Time Positions*

| | | | | | | | | |
|---|---|---|---|---|---|---|---|---|
| Fire Prevention Inspector | 1 | | P/T | | | | | |
| Fire Prevention Technician | 2 | | P/T | | | | | |
| EMS Quality Assurance Nurse | 1 | | P/T | | | | | |

| | | |
|---|---|---|
| ***Total Fire Department*** | ***4*** | ***60*** |

| ***Human Resources Department*** | | | | | | | | |
|---|---|---|---|---|---|---|---|---|
| Human Resources/Risk Management Director | | 1 | DD | | | | | |
| HR Manager | | 1 | M | 78 | | | | |
| Senior HR/Risk Management Analyst | | 1 | MM | 65 | | | | |
| Risk Safety Analyst (salary range eff. 1/4/16) | | 1 | MM | 61 | | | | |
| HR/Risk Management Analyst | | 1 | MM | 26 | | | | |
| Volunteer Resources Coordinator | | 1 | MM | 26 | | | | |
| Administrative Assistant I/II | | 1 | G | 12 | 26 | | | |
| HR/Risk Management Intern | 2 | | P/T | | | | | |

| | | |
|---|---|---|
| ***Total Human Resources Department*** | ***2*** | ***7*** |

| ***Department of Innovation and Technology*** | | | | | | | | |
|---|---|---|---|---|---|---|---|---|
| Chief Innovation Officer | | 1 | DD | | | | | |
| GIS Supervisor | | 1 | MM | 76 | | | | |
| Network Engineer II | | 1 | MM | 73 | | | | |
| Network Engineer I | | 1 | MM | 48 | | | | |
| GIS Administrator | | 1 | MM | 46 | | | | |

| | | | | | | | | |
|---|---|---|---|---|---|---|---|---|
| Business Systems Analyst | | 1 | MM | 44 | | | | |
| IT Coordinator | | 3 | G | 74 | | | | |

***Part Time Positions***

| | | | | | | | | |
|---|---|---|---|---|---|---|---|---|
| Intern (GIS-1/DoIT-3) | 4 | | | | | | | |
| Camera Systems Technician | 1 | | | | | | | |

| | | |
|---|---|---|
| ***Total DoIT*** | ***5*** | ***9*** |

| ***Library*** | | | | | | | | |
|---|---|---|---|---|---|---|---|---|
| Library Director | | 1 | N/A | | | | | |
| Archivist Curator | | 1 | M | 78 | | | | |
| Principal Librarian | | 2 | MM | 47 | | | | |
| Senior Librarian | | 1 | MM | 37 | | | | |
| Associate Archivist | | 1 | MM | 32 | | | | |
| Systems Administrator | | 1 | MM | 46 | | | | |
| Management Analyst | | 1 | MM | 40 | | | | |
| Library Specialist I/II | | 5 | G | 22 | 32 | | | |
| Technical Services Clerk | | 1 | G | 12 | | | | |
| Library Clerk | | 2 | G | 5 | | | | |

***Part Time Positions***

| | | | | | | | | |
|---|---|---|---|---|---|---|---|---|
| Administrative Assistant | 2 | | PT | | | | | |
| Library Caretaker | 2 | | PT | | | | | |
| Library Clerk | 5 | | PT | | | | | |
| Library Page | 4 | | PT | | | | | |
| Technical Services Clerk | 1 | | PT | | | | | |
| Museum Attendant | 2 | | PT | | | | | |
| Adult Literacy Coordinator | 1 | | PT | | | | | |

| | | |
|---|---|---|
| ***Total Library*** | ***17*** | ***16*** |

| ***Municipal Utilities & Engineering Department*** |
|---|

***Administration***

| | | | | | | | | |
|---|---|---|---|---|---|---|---|---|
| Director of Municipal Utilities and Public Works Engineering/City Engineer | | 1 | DD | | | | | |
| Deputy MUED Director | | 1 | M | 93 | | | | |
| City Engineer | | 1 | M | 84 | | | | |
| Principal Project Manager | | 1 | M | 79 | | | | |
| Project Manager II/Sr. Project Manager | | 4 | MM | 65 | 73 | | | |
| Management Analyst | | 1 | MM | 40 | | | | |

| | | | | | | | | |
|---|---|---|---|---|---|---|---|---|
| Senior Administrative Analyst | | 2 | MM | 25 | | | | |
| Water Resources Specialist | | 1 | MM | 48 | | | | |
| Water Conservation Assistant | | 1 | G | 14 | | | | |
| Senior Administrative Technician | | 1 | G | 43 | | | | |
| Senior Administrative Assistant | | 1 | G | 39 | | | | |
| Administrative Assistant I/II | | 1 | G | 12 | 26 | | | |

***Engineering Services***

| | | | | | | | | |
|---|---|---|---|---|---|---|---|---|
| Engineering Manager | | 1 | M | 78 | | | | |
| Asst/Assoc/Civil/Sr. Civil Engineer | | 9 | G/MM | 74 | 51 | 61 | 73 | |
| Senior Construction Inspector | | 3 | G | 90 | | | | |
| Senior Environmental Compliance Inspector | | 1 | G | 79 | | | | |
| Construction Inspector | | 1 | G | 69 | | | | |
| NPDES Inspector I/II | | 1 | G | 59 | 64 | | | |
| Counter Services Technician | | 1 | G | 30 | | | | |

***Utilities***

| | | | | | | | | |
|---|---|---|---|---|---|---|---|---|
| Utilities Operations Manager | | 1 | M | 82 | | | | |

***Water Division***

| | | | | | | | | |
|---|---|---|---|---|---|---|---|---|
| Water Production/Maint. Superintendent | | 1 | MM | 70 | | | | |
| Water Distribution Superintendent | | 1 | MM | 70 | | | | |
| Water Production Operations Supervisor | | 1 | G | 97 | | | | |
| Water Production Maintenance Supervisor | | 1 | G | 97 | | | | |
| Water Distribution Supervisor | | 1 | G | 97 | | | | |
| Senior Water Treatment Operator | | 2 | G | 73 | | | | |
| Utilities Maintenance Foreperson | | 1 | G | 80 | | | | |
| Electrical and Instrumentation Technician | | 1 | G | 69 | | | | |
| Water Distribution Operator Foreperson III/IV/V | | 1 | G | 62 | 67 | 72 | | |
| Cross Connection Control Inspector | | 1 | G | 58 | | | | |
| Water Distribution Crew leader | | 4 | G | 55 | | | | |
| Production Pump Maintenance Operator* | | 2 | G | 51 | | | | |
| Water Treatment Operator II/III/IV/V | | 4 | G | 51 | 61 | 66 | 71 | |
| Plant Mechanic I/II | | 3 | G | 43 | 53 | | | |
| Senior Water Distribution Operator | | 5 | G | 42 | | | | |
| Water Quality Technician I/II | | 3 | G | 39 | 49 | | | |
| Water Distribution Operator | | 9 | G | 35 | | | | |
| Electrical and Instrumentation Apprentice | | 1 | G | 35 | | | | |
| Customer Service Field Technician | | 1 | G | 39 | | | | |
| Senior Grounds Maintenance Worker I/II | | 1 | G | 30 | 40 | | | |
| Grounds Maintenance Worker I/II | | 1 | G | 14 | 20 | | | |
| Water Meter Reader | | 2 | G | 16 | | | | |
| Maintenance Worker I/II | | 3 | G | 14 | 20 | | | |

***Wastewater Division***

| | | | | | | | | |
|---|---|---|---|---|---|---|---|---|
| Wastewater Operations Superintendent | | 1 | MM | 70 | | | | |
| Wastewater Operations Supervisor | | 1 | G | 97 | | | | |
| Senior Regulatory Compliance Officer | | 1 | G | 90 | | | | |
| Laboratory Supervisor | | 1 | G | 87 | | | | |
| Wastewater Collection System Supervisor | | 1 | G | 72 | | | | |
| Plant Mechanic I/II | | 3 | G | 43 | 53 | | | |
| Wastewater Facilities Operator I/II/III/IV/V | | 6 | G | 41 | 51 | 61 | 66 | 71 |
| Laboratory Technician I/II/III/IV | | 4 | G | 33 | 43 | 53 | 58 | |
| Line Maintenance Worker I/II/III/IV | | 3 | G | 34 | 44 | 49 | 54 | |
| Senior Grounds Maintenance Worker I/II | | 1 | G | 30 | 40 | | | |
| Maintenance Worker I/II | | 2 | G | 14 | 20 | | | |

***Part Time Positions***

| | | | | | | | | |
|---|---|---|---|---|---|---|---|---|
| Technical Services Clerk | 5 | | P/T | | | | | |

| | | |
|---|---|---|
| ***Total MUED Department*** | ***5*** | ***108*** |

| ***Police Department*** | | | | | | | | |
|---|---|---|---|---|---|---|---|---|
| Chief of Police | | 1 | DD | | | | | |
| Commander | | 2 | P | 85 | | | | |
| Police Lieutenant | | 2 | P | 81 | | | | |
| Police Sergeant | | 11 | P | 70 | | | | |
| Police Corporal/Investigator | | 19 | P | 64 | | | | |
| Police Officer | | 46 | P | 60 | | | | |
| Police Recruit | | 1 | CS | 79 | | | | |
| Management Analyst | | 1 | MM | 40 | | | | |
| Police Operations Manager | | 1 | M | 70 | | | | |
| Police Operations Coordinator | | 1 | CS | 74 | | | | |
| Executive Police Assistant | | 1 | CS | 74 | | | | |
| Crime Analyst | | 1 | CS | 79 | | | | |
| Animal Control Supervisor | | 1 | CS | 64 | | | | |
| Dispatcher Shift Supervisor | | 1 | CS | 62 | | | | |
| Senior Forensic Specialist (under fill as For Spec) | | 1 | CS | 52 | | | | |
| Forensic Specialist | | 1 | CS | 47 | | | | |
| Building Maintenance Worker | | .75 | CS | 42 | | | | |
| Community Service Officer I/II | | 8 | CS | 33 | 43 | | | |
| Dispatcher I/II | | 14 | CS | 40 | 50 | | | |
| Animal Control Officer | | 1 | CS | 30 | | | | |
| Police Customer Service Supervisor | | 1 | CS | 64 | | | | |
| Police Customer Service Representative I/II | | 4 | CS | 17 | 27 | | | |
| Kennel Attendant | | 1 | CS | 10 | | | | |

***Part Time Positions***

| | | | | | | | | |
|---|---|---|---|---|---|---|---|---|
| Community Services Officer | 3 | | P/T | | | | | |
| Kennel Attendant | 1 | | P/T | | | | | |
| Background Investigator | 5 | | P/T | | | | | |
| ID Technician Trainee | 1 | | P/T | | | | | |
| Dispatcher | 5 | | P/T | | | | | |

| | | |
|---|---|---|
| ***Total Police Department*** | ***15*** | ***120.75*** |

## *Quality of Life Department*

***Administration***

| | | | | | | | | |
|---|---|---|---|---|---|---|---|---|
| Quality of Life Director | | 1 | DD | | | | | |
| Assistant Quality of Life Director | | 1 | M | 82 | | | | |
| Senior Project Manager | | 2 | MM | 73 | | | | |
| Sustainability Manager | | 1 | MM | 73 | | | | |
| Field Services Supervisor | | 3 | MM | 35 | | | | |
| Senior Administrative Analyst | | 2 | MM | 25 | | | | |
| Code Enforcement Officer | | 3 | G | 49 | | | | |
| Project Assistant | | 2 | G | 40 | | | | |
| Counter Services Technician | | 1 | G | 30 | | | | |
| Administrative Technician | | 1 | G | 29 | | | | |

***Airport***

| | | | | | | | | |
|---|---|---|---|---|---|---|---|---|
| Airport Manager | | 1 | MM | 64 | | | | |

***Building Maintenance***

| | | | | | | | | |
|---|---|---|---|---|---|---|---|---|
| Senior Building Maintenance Worker | | 1 | G | 47 | | | | |

***Electrical***

| | | | | | | | | |
|---|---|---|---|---|---|---|---|---|
| Electrician | | 1 | G | 46 | | | | |
| Traffic Signal Technician I/II | | 1 | G | 28 | 46 | | | |

***Solid Waste Division***

| | | | | | | | | |
|---|---|---|---|---|---|---|---|---|
| Waste Management Coordinator | | 1 | G | 59 | | | | |
| Senior Equipment Operator | | 2 | G | 44 | | | | |
| Welder | | 1 | G | 43 | | | | |
| Solid Waste Truck Driver | | 24 | G | 34 | | | | |
| Equipment Operator OIT/I/II | | 2 | G | 19 | 34 | 39 | | |
| Maintenance Worker I/II | | 2 | G | 14 | 20 | | | |

***Fleet Services Division***

| | | | | | | | | |
|---|---|---|---|---|---|---|---|---|
| Fleet Services Coordinator | | 1 | MM | 40 | | | | |
| Fire Mechanic | | 1 | G | 53 | | | | |
| Heavy Equipment Mechanic | | 1 | G | 43 | | | | |
| Mechanic I/II | | 3 | G | 33 | 43 | | | |

***Parks and Trees Division***

| | | | | | | | | |
|---|---|---|---|---|---|---|---|---|
| Field Services Coordinator | | 1 | G | 59 | | | | |

| | | | | | | | | |
|---|---|---|---|---|---|---|---|---|
| Parks Maintenance Mechanic | | 2 | G | 30 | | | | |
| Grounds Maintenance Worker I/II | | 12 | G | 12 | 20 | | | |

***Street Division***

| | | | | | | | | |
|---|---|---|---|---|---|---|---|---|
| Field Services Coordinator | | 1 | G | 59 | | | | |
| Senior Asphalt Worker | | 1 | G | 44 | | | | |
| Senior Street Maintenance Worker | | 2 | G | 44 | | | | |
| Equipment Operator OIT/I/II | | 3 | G | 19 | 34 | 39 | | |
| Asphalt Worker | | 2 | G | 34 | | | | |
| Sign & Paint Worker | | 1 | G | 34 | | | | |
| Maintenance Worker I/II | | 3 | G | 14 | 20 | | | |

***Cemetery Division:***

| | | | | | | | | |
|---|---|---|---|---|---|---|---|---|
| Cemetery Manager | | 1 | MM | 42 | | | | |
| Cemetery Services Coordinator | | 1 | G | 56 | | | | |
| Cemetery Crew Leader | | 1 | G | 49 | | | | |
| Cemetery Caretaker I/II | | 1 | G | 12 | 20 | | | |

***Recreation/Senior Services***

| | | | | | | | | |
|---|---|---|---|---|---|---|---|---|
| Recreation Services Coordinator | | 1 | G | 59 | | | | |
| Program Specialist | | 2 | G | 45 | | | | |

***Part Time Positions***

| | | | | | | | | |
|---|---|---|---|---|---|---|---|---|
| Administrative Assistant (WM-1) | 3 | | P/T | | | | | |
| Program Assistant | 3 | | P/T | | | | | |
| Program Aide | 9 | | P/T | | | | | |
| Cemetery Aide | 1 | | P/T | | | | | |
| Equipment Operator OIT | 1 | | P/T | | | | | |
| Maintenance Worker | 6 | | P/T | | | | | |
| Solid Waste Collector | 13 | | P/T | | | | | |

| | | |
|---|---|---|
| ***Total Quality of Life Department*** | ***36*** | ***94*** |

| | |
|---|---|
| ***Total Full Time Positions*** | ***469*** |
| ***Total Part Time Positions*** | ***88*** |
| ***Total Authorized Positions*** | ***557*** |

***GRANT & DONATION FUNDED POSITIONS***

***Police Department***

| | | | | | | | | |
|---|---|---|---|---|---|---|---|---|
| Police Officer | | 1 | P | 60 | | | | |
| Camera Operators | 6 | | P/T | | | | | |
| Customer Service Representative | 1 | | P/T | | | | | |

***Development Services***

| | | | | | | | | |
|---|---|---|---|---|---|---|---|---|
| PT Market Assistant | 1 | | P/T | | | | | |

*City Manager*

| | | | | | | | | |
|---|---|---|---|---|---|---|---|---|
| Administrative Technician | 1 | | PT | | | | | |

| | | |
|---|---|---|
| ***Total Grant Funded Positions*** | *9* | *1* |

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

| | |
|---|---|
| ***Total Authorized Positions*** | *557* |
| ***Total Grant Funded Positions*** | *10* |
| **TOTAL POSITIONS** | **567** |

Section 3. Resolution No. 7413 of the City of Redlands is hereby rescinded.

Adopted, approved and signed this 2nd day of June, 2015:

Paul W. Foster, Mayor

ATTEST:

Sam Irwin, City Clerk

I, Sam Irwin, City Clerk of the City of Redlands hereby certify that the foregoing resolution was duly adopted by the City Council at a regular meeting thereof held on the 2nd day of June, 2015, by the following vote:

AYES: Councilmembers Harrison, Gilbreath, Barich, James; Mayor Foster
NOES: None
ABSENT: None
ABSTAIN: None

Sam Irwin, City Clerk

| Range | FLSA Status | Rate Type | A (Minimum) | B | C | D | E (Maximum) | F (Longevity Only) |
|---|---|---|---|---|---|---|---|---|
| G5 | NE | HOURLY | 14.485 | 15.209 | 15.970 | 16.768 | 17.607 | 18.487 |
| | | MONTHLY | 2511 | 2636 | 2768 | 2907 | **3051.84** | 3204 |
| | | ANNUAL | 30129 | 31636 | 33217 | 34878 | 36622 | 38453 |
| G6 | NE | HOURLY | 14.630 | 15.361 | 16.130 | 16.936 | 17.783 | 18.672 |
| | | MONTHLY | 2536 | 2663 | 2796 | 2936 | **3082** | 3236 |
| | | ANNUAL | 30430 | 31952 | 33549 | 35227 | 36988 | 38838 |
| G7 | NE | HOURLY | 14.776 | 15.515 | 16.291 | 17.105 | 17.961 | 18.859 |
| | | MONTHLY | 2561 | 2689 | 2824 | 2965 | **3113** | 3269 |
| | | ANNUAL | 30735 | 32271 | 33885 | 35579 | 37358 | 39226 |
| G8 | NE | HOURLY | 14.924 | 15.670 | 16.454 | 17.276 | 18.140 | 19.047 |
| | | MONTHLY | 2587 | 2716 | 2852 | 2995 | **3144** | 3302 |
| | | ANNUAL | 31042 | 32594 | 34224 | 35935 | 37732 | 39618 |
| G9 | NE | HOURLY | 15.073 | 15.827 | 16.618 | 17.449 | 18.322 | 19.238 |
| | | MONTHLY | 2613 | 2743 | 2881 | 3025 | **3176** | 3335 |
| | | ANNUAL | 31352 | 32920 | 34566 | 36294 | 38109 | 40015 |
| G10 | NE | HOURLY | 15.224 | 15.985 | 16.784 | 17.624 | 18.505 | 19.430 |
| | | MONTHLY | 2639 | 2771 | 2909 | 3055 | **3208** | 3368 |
| | | ANNUAL | 31666 | 33249 | 34912 | 36657 | 38490 | 40415 |
| G11 | NE | HOURLY | 15.376 | 16.145 | 16.952 | 17.800 | 18.690 | 19.624 |
| | | MONTHLY | 2665 | 2798 | 2938 | 3085 | **3240** | 3402 |
| | | ANNUAL | 31983 | 33582 | 35261 | 37024 | 38875 | 40819 |
| G12 | NE | HOURLY | 15.530 | 16.307 | 17.122 | 17.978 | 18.877 | 19.821 |
| | | MONTHLY | 2692 | 2826 | 2968 | 3116 | **3272** | 3436 |
| | | ANNUAL | 32302 | 33918 | 35613 | 37394 | 39264 | 41227 |
| G13 | NE | HOURLY | 15.685 | 16.470 | 17.293 | 18.158 | 19.066 | 20.019 |
| | | MONTHLY | 2719 | 2855 | 2997 | 3147 | **3305** | 3470 |
| | | ANNUAL | 32625 | 34257 | 35970 | 37768 | 39656 | 41639 |
| G14 | NE | HOURLY | 15.842 | 16.634 | 17.466 | 18.339 | 19.256 | 20.219 |
| | | MONTHLY | 2746 | 2883 | 3027 | 3179 | **3338** | 3505 |
| | | ANNUAL | 32952 | 34599 | 36329 | 38146 | 40053 | 42056 |
| G15 | NE | HOURLY | 16.001 | 16.801 | 17.641 | 18.523 | 19.449 | 20.421 |
| | | MONTHLY | 2773 | 2912 | 3058 | 3211 | **3371** | 3540 |
| | | ANNUAL | 33281 | 34945 | 36693 | 38527 | 40454 | 42476 |
| G16 | NE | HOURLY | 16.161 | 16.969 | 17.817 | 18.708 | 19.643 | 20.625 |
| | | MONTHLY | 2801 | 2941 | 3088 | 3243 | **3405** | 3575 |
| | | ANNUAL | 33614 | 35295 | 37059 | 38912 | 40858 | 42901 |
| G17 | NE | HOURLY | 16.322 | 17.138 | 17.995 | 18.895 | 19.840 | 20.832 |
| | | MONTHLY | 2829 | 2971 | 3119 | 3275 | **3439** | 3611 |
| | | ANNUAL | 33950 | 35648 | 37430 | 39302 | 41267 | 43330 |



*Due to rounding, salary schedules are a close approximation of actual salary

| Range | FLSA Status | Rate Type | A (Minimum) | B | C | D | E (Maximum) | F (Longevity Only) |
|---|---|---|---|---|---|---|---|---|
| G18 | NE | HOURLY | 16.485 | 17.310 | 18.175 | 19.084 | 20.038 | 21.040 |
| | | MONTHLY | 2857 | 3000 | 3150 | 3308 | **3473** | 3647 |
| | | ANNUAL | 34290 | 36004 | 37804 | 39695 | 41679 | 43763 |
| G19 | NE | HOURLY | 16.650 | 17.483 | 18.357 | 19.275 | 20.239 | 21.250 |
| | | MONTHLY | 2886 | 3030 | 3182 | 3341 | **3508** | 3683 |
| | | ANNUAL | 34633 | 36364 | 38182 | 40092 | 42096 | 44201 |
| G20 | NE | HOURLY | 16.817 | 17.658 | 18.541 | 19.468 | 20.441 | 21.463 |
| | | MONTHLY | 2915 | 3061 | 3214 | 3374 | **3543** | 3720 |
| | | ANNUAL | 34979 | 36728 | 38564 | 40492 | 42517 | 44643 |
| G21 | NE | HOURLY | 16.985 | 17.834 | 18.726 | 19.662 | 20.645 | 21.678 |
| | | MONTHLY | 2944 | 3091 | 3246 | 3408 | **3579** | 3757 |
| | | ANNUAL | 35329 | 37095 | 38950 | 40897 | 42942 | 45089 |
| G22 | NE | HOURLY | 17.155 | 18.013 | 18.913 | 19.859 | 20.852 | 21.894 |
| | | MONTHLY | 2973 | 3122 | 3278 | 3442 | **3614** | 3795 |
| | | ANNUAL | 35682 | 37466 | 39339 | 41306 | 43372 | 45540 |
| G23 | NE | HOURLY | 17.326 | 18.193 | 19.102 | 20.057 | 21.060 | 22.113 |
| | | MONTHLY | 3003 | 3153 | 3311 | 3477 | **3650** | 3833 |
| | | ANNUAL | 36039 | 37841 | 39733 | 41719 | 43805 | 45996 |
| G24 | NE | HOURLY | 17.500 | 18.375 | 19.293 | 20.258 | 21.271 | 22.334 |
| | | MONTHLY | 3033 | 3185 | 3344 | 3511 | **3687** | 3871 |
| | | ANNUAL | 36399 | 38219 | 40130 | 42137 | 44243 | 46456 |
| G25 | NE | HOURLY | 17.675 | 18.558 | 19.486 | 20.461 | 21.484 | 22.558 |
| | | MONTHLY | 3064 | 3217 | 3378 | 3546 | **3724** | 3910 |
| | | ANNUAL | 36763 | 38601 | 40531 | 42558 | 44686 | 46920 |
| G26 | NE | HOURLY | 17.851 | 18.744 | 19.681 | 20.665 | 21.698 | 22.783 |
| | | MONTHLY | 3094 | 3249 | 3411 | 3582 | **3761** | 3949 |
| | | ANNUAL | 37131 | 38987 | 40937 | 42984 | 45133 | 47389 |
| G27 | NE | HOURLY | 18.030 | 18.931 | 19.878 | 20.872 | 21.915 | 23.011 |
| | | MONTHLY | 3125 | 3281 | 3446 | 3618 | **3799** | 3989 |
| | | ANNUAL | 37502 | 39377 | 41346 | 43413 | 45584 | 47863 |
| G28 | NE | HOURLY | 18.210 | 19.121 | 20.077 | 21.081 | 22.135 | 23.241 |
| | | MONTHLY | 3156 | 3314 | 3480 | 3654 | **3837** | 4028 |
| | | ANNUAL | 37877 | 39771 | 41760 | 43848 | 46040 | 48342 |
| G29 | NE | HOURLY | 18.392 | 19.312 | 20.277 | 21.291 | 22.356 | 23.474 |
| | | MONTHLY | 3188 | 3347 | 3515 | 3691 | **3875** | 4069 |
| | | ANNUAL | 38256 | 40169 | 42177 | 44286 | 46500 | 48825 |
| G30 | NE | HOURLY | 18.576 | 19.505 | 20.480 | 21.504 | 22.579 | 23.708 |
| | | MONTHLY | 3220 | 3381 | 3550 | 3727 | **3914** | 4109 |
| | | ANNUAL | 38638 | 40570 | 42599 | 44729 | 46965 | 49314 |



*Due to rounding, salary schedules are a close approximation of actual salary

| Range | FLSA Status | Rate Type | A (Minimum) | B | C | D | E (Maximum) | F (Longevity Only) |
|---|---|---|---|---|---|---|---|---|
| G31 | NE | HOURLY | 18.762 | 19.700 | 20.685 | 21.719 | 22.805 | 23.946 |
| | | MONTHLY | 3252 | 3415 | 3585 | 3765 | **3953** | 4151 |
| | | ANNUAL | 39025 | 40976 | 43025 | 45176 | 47435 | 49807 |
| G32 | NE | HOURLY | 18.950 | 19.897 | 20.892 | 21.937 | 23.033 | 24.185 |
| | | MONTHLY | 3285 | 3449 | 3621 | 3802 | **3992** | 4192 |
| | | ANNUAL | 39415 | 41386 | 43455 | 45628 | 47909 | 50305 |
| G33 | NE | HOURLY | 19.139 | 20.096 | 21.101 | 22.156 | 23.264 | 24.427 |
| | | MONTHLY | 3317 | 3483 | 3657 | 3840 | **4032** | 4234 |
| | | ANNUAL | 39809 | 41800 | 43890 | 46084 | 48388 | 50808 |
| G34 | NE | HOURLY | 19.330 | 20.297 | 21.312 | 22.377 | 23.496 | 24.671 |
| | | MONTHLY | 3351 | 3518 | 3694 | 3879 | **4073** | 4276 |
| | | ANNUAL | 40207 | 42218 | 44329 | 46545 | 48872 | 51316 |
| G35 | NE | HOURLY | 19.524 | 20.500 | 21.525 | 22.601 | 23.731 | 24.918 |
| | | MONTHLY | 3384 | 3553 | 3731 | 3918 | **4113** | 4319 |
| | | ANNUAL | 40609 | 42640 | 44772 | 47011 | 49361 | 51829 |
| G36 | NE | HOURLY | 19.719 | 20.705 | 21.740 | 22.827 | 23.969 | 25.167 |
| | | MONTHLY | 3418 | 3589 | 3768 | 3957 | **4155** | 4362 |
| | | ANNUAL | 41016 | 43066 | 45220 | 47481 | 49855 | 52347 |
| G37 | NE | HOURLY | 19.916 | 20.912 | 21.958 | 23.055 | 24.208 | 25.419 |
| | | MONTHLY | 3452 | 3625 | 3806 | 3996 | **4196** | 4406 |
| | | ANNUAL | 41426 | 43497 | 45672 | 47955 | 50353 | 52871 |
| G38 | NE | HOURLY | 20.115 | 21.121 | 22.177 | 23.286 | 24.450 | 25.673 |
| | | MONTHLY | 3487 | 3661 | 3844 | 4036 | **4238** | 4450 |
| | | ANNUAL | 41840 | 43932 | 46129 | 48435 | 50857 | 53400 |
| G39 | NE | HOURLY | 20.317 | 21.332 | 22.399 | 23.519 | 24.695 | 25.930 |
| | | MONTHLY | 3522 | 3698 | 3882 | 4077 | **4280** | 4494 |
| | | ANNUAL | 42258 | 44371 | 46590 | 48919 | 51365 | 53934 |
| G40 | NE | HOURLY | 20.520 | 21.546 | 22.623 | 23.754 | 24.942 | 26.189 |
| | | MONTHLY | 3557 | 3735 | 3921 | 4117 | **4323** | 4539 |
| | | ANNUAL | 42681 | 44815 | 47056 | 49409 | 51879 | 54473 |
| G41 | NE | HOURLY | 20.725 | 21.761 | 22.849 | 23.992 | 25.191 | 26.451 |
| | | MONTHLY | 3592 | 3772 | 3961 | 4159 | **4366** | 4585 |
| | | ANNUAL | 43108 | 45263 | 47526 | 49903 | 52398 | 55018 |
| G42 | NE | HOURLY | 20.932 | 21.979 | 23.078 | 24.232 | 25.443 | 26.715 |
| | | MONTHLY | 3628 | 3810 | 4000 | 4200 | **4410** | 4631 |
| | | ANNUAL | 43539 | 45716 | 48002 | 50402 | 52922 | 55568 |
| G43 | NE | HOURLY | 21.141 | 22.199 | 23.308 | 24.474 | 25.698 | 26.982 |
| | | MONTHLY | 3665 | 3848 | 4040 | 4242 | **4454** | 4677 |
| | | ANNUAL | 43974 | 46173 | 48482 | 50906 | 53451 | 56123 |

| Range | FLSA Status | Rate Type | A (Minimum) | B | C | D | E (Maximum) | F (Longevity Only) |
|---|---|---|---|---|---|---|---|---|
| G44 | NE | HOURLY | 21.353 | 22.421 | 23.542 | 24.719 | 25.955 | 27.252 |
| | | MONTHLY | 3701 | 3886 | 4081 | 4285 | **4499** | 4724 |
| | | ANNUAL | 44414 | 46635 | 48966 | 51415 | 53985 | 56685 |
| G45 | NE | HOURLY | 21.566 | 22.645 | 23.777 | 24.966 | 26.214 | 27.525 |
| | | MONTHLY | 3738 | 3925 | 4121 | 4327 | **4544** | 4771 |
| | | ANNUAL | 44858 | 47101 | 49456 | 51929 | 54525 | 57252 |
| G46 | NE | HOURLY | 21.782 | 22.871 | 24.015 | 25.215 | 26.476 | 27.800 |
| | | MONTHLY | 3776 | 3964 | 4163 | 4371 | **4589** | 4819 |
| | | ANNUAL | 45307 | 47572 | 49951 | 52448 | 55071 | 57824 |
| G47 | NE | HOURLY | 22.000 | 23.100 | 24.255 | 25.468 | 26.741 | 28.078 |
| | | MONTHLY | 3813 | 4004 | 4204 | 4414 | **4635** | 4867 |
| | | ANNUAL | 45760 | 48048 | 50450 | 52973 | 55621 | 58402 |
| G48 | NE | HOURLY | 22.220 | 23.331 | 24.497 | 25.722 | 27.008 | 28.359 |
| | | MONTHLY | 3851 | 4044 | 4246 | 4459 | **4681** | 4916 |
| | | ANNUAL | 46217 | 48528 | 50955 | 53502 | 56177 | 58986 |
| G49 | NE | HOURLY | 22.442 | 23.564 | 24.742 | 25.980 | 27.278 | 28.642 |
| | | MONTHLY | 3890 | 4084 | 4289 | 4503 | **4728** | 4965 |
| | | ANNUAL | 46680 | 49013 | 51464 | 54037 | 56739 | 59576 |
| G50 | NE | HOURLY | 22.666 | 23.800 | 24.990 | 26.239 | 27.551 | 28.929 |
| | | MONTHLY | 3929 | 4125 | 4332 | 4548 | **4776** | 5014 |
| | | ANNUAL | 47146 | 49504 | 51979 | 54578 | 57307 | 60172 |
| G51 | NE | HOURLY | 22.893 | 24.038 | 25.240 | 26.502 | 27.827 | 29.218 |
| | | MONTHLY | 3968 | 4167 | 4375 | 4594 | **4823** | 5064 |
| | | ANNUAL | 47618 | 49999 | 52499 | 55124 | 57880 | 60774 |
| G52 | NE | HOURLY | 23.122 | 24.278 | 25.492 | 26.767 | 28.105 | 29.510 |
| | | MONTHLY | 4008 | 4208 | 4419 | 4640 | **4872** | 5115 |
| | | ANNUAL | 48094 | 50499 | 53024 | 55675 | 58458 | 61381 |
| G53 | NE | HOURLY | 23.353 | 24.521 | 25.747 | 27.034 | 28.386 | 29.805 |
| | | MONTHLY | 4048 | 4250 | 4463 | 4686 | **4920** | 5166 |
| | | ANNUAL | 48575 | 51004 | 53554 | 56231 | 59043 | 61995 |
| G54 | NE | HOURLY | 23.587 | 24.766 | 26.004 | 27.305 | 28.670 | 30.103 |
| | | MONTHLY | 4088 | 4293 | 4507 | 4733 | **4969** | 5218 |
| | | ANNUAL | 49061 | 51514 | 54089 | 56794 | 59634 | 62615 |
| G55 | NE | HOURLY | 23.823 | 25.014 | 26.265 | 27.578 | 28.957 | 30.404 |
| | | MONTHLY | 4129 | 4336 | 4553 | 4780 | **5019** | 5270 |
| | | ANNUAL | 49551 | 52029 | 54630 | 57362 | 60230 | 63241 |
| G56 | NE | HOURLY | 24.061 | 25.264 | 26.527 | 27.854 | 29.246 | 30.709 |
| | | MONTHLY | 4171 | 4379 | 4598 | 4828 | **5069** | 5323 |
| | | ANNUAL | 50047 | 52549 | 55177 | 57935 | 60832 | 63874 |



*Due to rounding, salary schedules are a close approximation of actual salary

| Range | FLSA Status | Rate Type | A (Minimum) | B | C | D | E (Maximum) | F (Longevity Only) |
|---|---|---|---|---|---|---|---|---|
| G57 | NE | HOURLY | 24.302 | 25.517 | 26.792 | 28.132 | 29.539 | 31.016 |
| | | MONTHLY | 4212 | 4423 | 4644 | 4876 | **5120** | 5376 |
| | | ANNUAL | 50547 | 53075 | 55728 | 58515 | 61440 | 64512 |
| G58 | NE | HOURLY | 24.545 | 25.772 | 27.060 | 28.413 | 29.834 | 31.326 |
| | | MONTHLY | 4254 | 4467 | 4690 | 4925 | **5171** | 5430 |
| | | ANNUAL | 51053 | 53605 | 56286 | 59100 | 62055 | 65158 |
| G59 | NE | HOURLY | 24.790 | 26.030 | 27.331 | 28.698 | 30.132 | 31.639 |
| | | MONTHLY | 4297 | 4512 | 4737 | 4974 | **5223** | 5484 |
| | | ANNUAL | 51563 | 54141 | 56848 | 59691 | 62675 | 65809 |
| G60 | NE | HOURLY | 25.038 | 26.290 | 27.604 | 28.985 | 30.434 | 31.955 |
| | | MONTHLY | 4340 | 4557 | 4785 | 5024 | **5275** | 5539 |
| | | ANNUAL | 52079 | 54683 | 57417 | 60288 | 63302 | 66467 |
| G61 | NE | HOURLY | 25.288 | 26.553 | 27.880 | 29.274 | 30.738 | 32.275 |
| | | MONTHLY | 4383 | 4602 | 4833 | 5074 | **5328** | 5594 |
| | | ANNUAL | 52600 | 55230 | 57991 | 60891 | 63935 | 67132 |
| G62 | NE | HOURLY | 25.541 | 26.818 | 28.159 | 29.567 | 31.045 | 32.598 |
| | | MONTHLY | 4427 | 4648 | 4881 | 5125 | **5381** | 5650 |
| | | ANNUAL | 53126 | 55782 | 58571 | 61500 | 64575 | 67803 |
| G63 | NE | HOURLY | 25.797 | 27.086 | 28.441 | 29.863 | 31.356 | 32.924 |
| | | MONTHLY | 4471 | 4695 | 4930 | 5176 | **5435** | 5707 |
| | | ANNUAL | 53657 | 56340 | 59157 | 62115 | 65220 | 68481 |
| G64 | NE | HOURLY | 26.055 | 27.357 | 28.725 | 30.161 | 31.669 | 33.253 |
| | | MONTHLY | 4516 | 4742 | 4979 | 5228 | **5489** | 5764 |
| | | ANNUAL | 54193 | 56903 | 59748 | 62736 | 65872 | 69166 |
| G65 | NE | HOURLY | 26.315 | 27.631 | 29.012 | 30.463 | 31.986 | 33.585 |
| | | MONTHLY | 4561 | 4789 | 5029 | 5280 | **5544** | 5821 |
| | | ANNUAL | 54735 | 57472 | 60346 | 63363 | 66531 | 69858 |
| G66 | NE | HOURLY | 26.578 | 27.907 | 29.303 | 30.768 | 32.306 | 33.921 |
| | | MONTHLY | 4607 | 4837 | 5079 | 5333 | **5600** | 5880 |
| | | ANNUAL | 55283 | 58047 | 60949 | 63997 | 67197 | 70556 |
| G67 | NE | HOURLY | 26.844 | 28.186 | 29.596 | 31.075 | 32.629 | 34.261 |
| | | MONTHLY | 4653 | 4886 | 5130 | 5386 | **5656** | 5938 |
| | | ANNUAL | 55836 | 58627 | 61559 | 64637 | 67868 | 71262 |
| G68 | NE | HOURLY | 27.112 | 28.468 | 29.891 | 31.386 | 32.955 | 34.603 |
| | | MONTHLY | 4699 | 4934 | 5181 | 5440 | **5712** | 5998 |
| | | ANNUAL | 56394 | 59214 | 62174 | 65283 | 68547 | 71975 |
| G69 | NE | HOURLY | 27.384 | 28.753 | 30.190 | 31.700 | 33.285 | 34.949 |
| | | MONTHLY | 4746 | 4984 | 5233 | 5495 | **5769** | 6058 |
| | | ANNUAL | 56958 | 59806 | 62796 | 65936 | 69233 | 72694 |



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| Range | FLSA Status | Rate Type | A (Minimum) | B | C | D | E (Maximum) | F (Longevity Only) |
|---|---|---|---|---|---|---|---|---|
| G70 | NE | HOURLY | 27.657 | 29.040 | 30.492 | 32.017 | 33.618 | 35.299 |
| | | MONTHLY | 4794 | 5034 | 5285 | 5550 | **5827** | 6118 |
| | | ANNUAL | 57527 | 60404 | 63424 | 66595 | 69925 | 73421 |
| G71 | NE | HOURLY | 27.934 | 29.331 | 30.797 | 32.337 | 33.954 | 35.652 |
| | | MONTHLY | 4842 | 5084 | 5338 | 5605 | **5885** | 6180 |
| | | ANNUAL | 58103 | 61008 | 64058 | 67261 | 70624 | 74155 |
| G72 | NE | HOURLY | 28.213 | 29.624 | 31.105 | 32.660 | 34.293 | 36.008 |
| | | MONTHLY | 4890 | 5135 | 5392 | 5661 | **5944** | 6241 |
| | | ANNUAL | 58684 | 61618 | 64699 | 67934 | 71330 | 74897 |
| G73 | NE | HOURLY | 28.495 | 29.920 | 31.416 | 32.987 | 34.636 | 36.368 |
| | | MONTHLY | 4939 | 5186 | 5445 | 5718 | **6004** | 6304 |
| | | ANNUAL | 59271 | 62234 | 65346 | 68613 | 72044 | 75646 |
| G74 | NE | HOURLY | 28.780 | 30.219 | 31.730 | 33.317 | 34.983 | 36.732 |
| | | MONTHLY | 4989 | 5238 | 5500 | 5775 | **6064** | 6367 |
| | | ANNUAL | 59863 | 62856 | 65999 | 69299 | 72764 | 76402 |
| G75 | NE | HOURLY | 29.068 | 30.522 | 32.048 | 33.650 | 35.333 | 37.099 |
| | | MONTHLY | 5038 | 5290 | 5555 | 5833 | **6124** | 6431 |
| | | ANNUAL | 60462 | 63485 | 66659 | 69992 | 73492 | 77166 |
| G76 | NE | HOURLY | 29.359 | 30.827 | 32.368 | 33.987 | 35.686 | 37.470 |
| | | MONTHLY | 5089 | 5343 | 5610 | 5891 | **6186** | 6495 |
| | | ANNUAL | 61067 | 64120 | 67326 | 70692 | 74227 | 77938 |
| G77 | NE | HOURLY | 29.653 | 31.135 | 32.692 | 34.326 | 36.043 | 37.845 |
| | | MONTHLY | 5140 | 5397 | 5667 | 5950 | **6247** | 6560 |
| | | ANNUAL | 61677 | 64761 | 67999 | 71399 | 74969 | 78717 |
| G78 | NE | HOURLY | 29.949 | 31.446 | 33.019 | 34.670 | 36.403 | 38.223 |
| | | MONTHLY | 5191 | 5451 | 5723 | 6009 | **6310** | 6625 |
| | | ANNUAL | 62294 | 65409 | 68679 | 72113 | 75719 | 79505 |
| G79 | NE | HOURLY | 30.249 | 31.761 | 33.349 | 35.016 | 36.767 | 38.606 |
| | | MONTHLY | 5243 | 5505 | 5780 | 6070 | **6373** | 6692 |
| | | ANNUAL | 62917 | 66063 | 69366 | 72834 | 76476 | 80300 |
| G80 | NE | HOURLY | 30.551 | 32.079 | 33.682 | 35.367 | 37.135 | 38.992 |
| | | MONTHLY | 5296 | 5560 | 5838 | 6130 | **6437** | 6759 |
| | | ANNUAL | 63546 | 66723 | 70060 | 73563 | 77241 | 81103 |
| G81 | NE | HOURLY | 30.857 | 32.399 | 34.019 | 35.720 | 37.506 | 39.382 |
| | | MONTHLY | 5348 | 5616 | 5897 | 6192 | **6501** | 6826 |
| | | ANNUAL | 64182 | 67391 | 70760 | 74298 | 78013 | 81914 |
| G82 | NE | HOURLY | 31.165 | 32.723 | 34.360 | 36.077 | 37.881 | 39.775 |
| | | MONTHLY | 5402 | 5672 | 5956 | 6253 | **6566** | 6894 |
| | | ANNUAL | 64823 | 68065 | 71468 | 75041 | 78793 | 82733 |



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| Range | FLSA Status | Rate Type | A (Minimum) | B | C | D | E (Maximum) | F (Longevity Only) |
|---|---|---|---|---|---|---|---|---|
| G83 | NE | HOURLY | 31.477 | 33.051 | 34.703 | 36.438 | 38.260 | 40.173 |
| | | MONTHLY | 5456 | 5729 | 6015 | 6316 | **6632** | 6963 |
| | | ANNUAL | 65472 | 68745 | 72182 | 75792 | 79581 | 83560 |
| G84 | NE | HOURLY | 31.791 | 33.381 | 35.050 | 36.803 | 38.643 | 40.575 |
| | | MONTHLY | 5511 | 5786 | 6075 | 6379 | **6698** | 7033 |
| | | ANNUAL | 66126 | 69433 | 72904 | 76549 | 80377 | 84396 |
| G85 | NE | HOURLY | 32.109 | 33.715 | 35.401 | 37.171 | 39.029 | 40.981 |
| | | MONTHLY | 5566 | 5844 | 6136 | 6443 | **6765** | 7103 |
| | | ANNUAL | 66788 | 70127 | 73633 | 77315 | 81181 | 85240 |
| G86 | NE | HOURLY | 32.431 | 34.052 | 35.755 | 37.542 | 39.419 | 41.390 |
| | | MONTHLY | 5621 | 5902 | 6197 | 6507 | **6833** | 7174 |
| | | ANNUAL | 67455 | 70828 | 74370 | 78088 | 81993 | 86092 |
| G87 | NE | HOURLY | 32.755 | 34.393 | 36.112 | 37.918 | 39.814 | 41.804 |
| | | MONTHLY | 5678 | 5961 | 6259 | 6572 | **6901** | 7246 |
| | | ANNUAL | 68130 | 71537 | 75113 | 78869 | 82812 | 86953 |
| G88 | NE | HOURLY | 33.082 | 34.736 | 36.473 | 38.297 | 40.212 | 42.222 |
| | | MONTHLY | 5734 | 6021 | 6322 | 6638 | **6970** | 7319 |
| | | ANNUAL | 68811 | 72252 | 75864 | 79658 | 83641 | 87823 |
| G89 | NE | HOURLY | 33.413 | 35.084 | 36.838 | 38.680 | 40.614 | 42.645 |
| | | MONTHLY | 5792 | 6081 | 6385 | 6705 | **7040** | 7392 |
| | | ANNUAL | 69499 | 72974 | 76623 | 80454 | 84477 | 88701 |
| G90 | NE | HOURLY | 33.747 | 35.435 | 37.206 | 39.067 | 41.020 | 43.071 |
| | | MONTHLY | 5850 | 6142 | 6449 | 6772 | **7110** | 7466 |
| | | ANNUAL | 70194 | 73704 | 77389 | 81259 | 85322 | 89588 |
| G91 | NE | HOURLY | 34.085 | 35.789 | 37.578 | 39.457 | 41.430 | 43.502 |
| | | MONTHLY | 5908 | 6203 | 6514 | 6839 | **7181** | 7540 |
| | | ANNUAL | 70896 | 74441 | 78163 | 82071 | 86175 | 90484 |
| G92 | NE | HOURLY | 34.426 | 36.147 | 37.954 | 39.852 | 41.845 | 43.937 |
| | | MONTHLY | 5967 | 6265 | 6579 | 6908 | **7253** | 7616 |
| | | ANNUAL | 71605 | 75186 | 78945 | 82892 | 87037 | 91389 |
| G93 | NE | HOURLY | 34.770 | 36.508 | 38.334 | 40.250 | 42.263 | 44.376 |
| | | MONTHLY | 6027 | 6328 | 6645 | 6977 | **7326** | 7692 |
| | | ANNUAL | 72321 | 75937 | 79734 | 83721 | 87907 | 92302 |
| G94 | NE | HOURLY | 35.118 | 36.873 | 38.717 | 40.653 | 42.686 | 44.820 |
| | | MONTHLY | 6087 | 6391 | 6711 | 7047 | **7399** | 7769 |
| | | ANNUAL | 73045 | 76697 | 80532 | 84558 | 88786 | 93225 |
| G95 | NE | HOURLY | 35.469 | 37.242 | 39.104 | 41.060 | 43.113 | 45.268 |
| | | MONTHLY | 6148 | 6455 | 6778 | 7117 | **7473** | 7846 |
| | | ANNUAL | 73775 | 77464 | 81337 | 85404 | 89674 | 94158 |

| Range | FLSA Status | Rate Type | A (Minimum) | B | C | D | E (Maximum) | F (Longevity Only) |
|---|---|---|---|---|---|---|---|---|
| G96 | NE | HOURLY | 35.823 | 37.615 | 39.495 | 41.470 | 43.544 | 45.721 |
| | | MONTHLY | 6209 | 6520 | 6846 | 7188 | **7548** | 7925 |
| | | ANNUAL | 74513 | 78238 | 82150 | 86258 | 90571 | 95099 |
| G97 | NE | HOURLY | 36.182 | 37.991 | 39.890 | 41.885 | 43.979 | 46.178 |
| | | MONTHLY | 6271 | 6585 | 6914 | 7260 | **7623** | 8004 |
| | | ANNUAL | 75258 | 79021 | 82972 | 87120 | 91476 | 96050 |

**Employee Units Included:**
*Redlands Civilian Safety Employees Association*

**City of Redlands**
**SALARY SCHEDULE**

| Range | FLSA Status | Rate Type | A (Minimum) | B | C | D | E (Maximum) | F (Longevity Only) |
|---|---|---|---|---|---|---|---|---|
| CS10 | NE | HOURLY | 14.451 | 15.174 | 15.932 | 16.729 | 17.566 | 18.444 |
| | | MONTHLY | 2505 | 2630 | 2762 | 2900 | **3044.70** | 3197 |
| | | ANNUAL | 30059 | 31562 | 33140 | 34797 | 36536 | 38363 |
| CS11 | NE | HOURLY | 14.596 | 15.326 | 16.092 | 16.896 | 17.741 | 18.628 |
| | | MONTHLY | 2530 | 2656 | 2789 | 2929 | **3075** | 3229 |
| | | ANNUAL | 30359 | 31877 | 33471 | 35145 | 36902 | 38747 |
| CS12 | NE | HOURLY | 14.742 | 15.479 | 16.253 | 17.065 | 17.919 | 18.815 |
| | | MONTHLY | 2555 | 2683 | 2817 | 2958 | **3106** | 3261 |
| | | ANNUAL | 30663 | 32196 | 33806 | 35496 | 37271 | 39134 |
| CS13 | NE | HOURLY | 14.889 | 15.634 | 16.415 | 17.236 | 18.098 | 19.003 |
| | | MONTHLY | 2581 | 2710 | 2845 | 2988 | **3137** | 3294 |
| | | ANNUAL | 30969 | 32518 | 34144 | 35851 | 37643 | 39526 |
| CS14 | NE | HOURLY | 15.038 | 15.790 | 16.579 | 17.408 | 18.279 | 19.193 |
| | | MONTHLY | 2607 | 2737 | 2874 | 3017 | **3168** | 3327 |
| | | ANNUAL | 31279 | 32843 | 34485 | 36209 | 38020 | 39921 |
| CS15 | NE | HOURLY | 15.188 | 15.948 | 16.745 | 17.582 | 18.462 | 19.385 |
| | | MONTHLY | 2633 | 2764 | 2903 | 3048 | **3200** | 3360 |
| | | ANNUAL | 31592 | 33171 | 34830 | 36572 | 38400 | 40320 |
| CS16 | NE | HOURLY | 15.340 | 16.107 | 16.913 | 17.758 | 18.646 | 19.579 |
| | | MONTHLY | 2659 | 2792 | 2932 | 3078 | **3232** | 3394 |
| | | ANNUAL | 31908 | 33503 | 35178 | 36937 | 38784 | 40723 |
| CS17 | NE | HOURLY | 15.494 | 16.268 | 17.082 | 17.936 | 18.833 | 19.774 |
| | | MONTHLY | 2686 | 2820 | 2961 | 3109 | **3264** | 3428 |
| | | ANNUAL | 32227 | 33838 | 35530 | 37307 | 39172 | 41131 |
| CS18 | NE | HOURLY | 15.649 | 16.431 | 17.253 | 18.115 | 19.021 | 19.972 |
| | | MONTHLY | 2712 | 2848 | 2990 | 3140 | **3297** | 3462 |
| | | ANNUAL | 32549 | 34177 | 35885 | 37680 | 39564 | 41542 |
| CS19 | NE | HOURLY | 15.805 | 16.595 | 17.425 | 18.296 | 19.211 | 20.172 |
| | | MONTHLY | 2740 | 2877 | 3020 | 3171 | **3330** | 3496 |
| | | ANNUAL | 32875 | 34518 | 36244 | 38056 | 39959 | 41957 |
| CS20 | NE | HOURLY | 15.963 | 16.761 | 17.599 | 18.479 | 19.403 | 20.373 |
| | | MONTHLY | 2767 | 2905 | 3051 | 3203 | **3363** | 3531 |
| | | ANNUAL | 33203 | 34864 | 36607 | 38437 | 40359 | 42377 |
| CS21 | NE | HOURLY | 16.123 | 16.929 | 17.775 | 18.664 | 19.597 | 20.577 |
| | | MONTHLY | 2795 | 2934 | 3081 | 3235 | **3397** | 3567 |
| | | ANNUAL | 33535 | 35212 | 36973 | 38821 | 40763 | 42801 |
| CS22 | NE | HOURLY | 16.284 | 17.098 | 17.953 | 18.851 | 19.793 | 20.783 |
| | | MONTHLY | 2823 | 2964 | 3112 | 3267 | **3431** | 3602 |
| | | ANNUAL | 33871 | 35564 | 37343 | 39210 | 41170 | 43229 |

**Effective July 2015**

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| Range | FLSA Status | Rate Type | A (Minimum) | B | C | D | E (Maximum) | F (Longevity Only) |
|---|---|---|---|---|---|---|---|---|
| CS23 | NE | HOURLY | 16.447 | 17.269 | 18.133 | 19.039 | 19.991 | 20.991 |
| | | MONTHLY | 2851 | 2993 | 3143 | 3300 | **3465** | 3638 |
| | | ANNUAL | 34209 | 35920 | 37716 | 39602 | 41582 | 43661 |
| CS24 | NE | HOURLY | 16.611 | 17.442 | 18.314 | 19.230 | 20.191 | 21.201 |
| | | MONTHLY | 2879 | 3023 | 3174 | 3333 | **3500** | 3675 |
| | | ANNUAL | 34552 | 36279 | 38093 | 39998 | 41998 | 44098 |
| CS25 | NE | HOURLY | 16.777 | 17.616 | 18.497 | 19.422 | 20.393 | 21.413 |
| | | MONTHLY | 2908 | 3053 | 3206 | 3366 | **3535** | 3712 |
| | | ANNUAL | 34897 | 36642 | 38474 | 40398 | 42418 | 44539 |
| CS26 | NE | HOURLY | 16.945 | 17.792 | 18.682 | 19.616 | 20.597 | 21.627 |
| | | MONTHLY | 2937 | 3084 | 3238 | 3400 | **3570** | 3749 |
| | | ANNUAL | 35246 | 37008 | 38859 | 40802 | 42842 | 44984 |
| CS27 | NE | HOURLY | 17.115 | 17.970 | 18.869 | 19.812 | 20.803 | 21.843 |
| | | MONTHLY | 2967 | 3115 | 3271 | 3434 | **3606** | 3786 |
| | | ANNUAL | 35599 | 37378 | 39247 | 41210 | 43270 | 45434 |
| CS28 | NE | HOURLY | 17.286 | 18.150 | 19.058 | 20.010 | 21.011 | 22.062 |
| | | MONTHLY | 2996 | 3146 | 3303 | 3468 | **3642** | 3824 |
| | | ANNUAL | 35955 | 37752 | 39640 | 41622 | 43703 | 45888 |
| CS29 | NE | HOURLY | 17.459 | 18.332 | 19.248 | 20.211 | 21.221 | 22.282 |
| | | MONTHLY | 3026 | 3177 | 3336 | 3503 | **3678** | 3862 |
| | | ANNUAL | 36314 | 38130 | 40036 | 42038 | 44140 | 46347 |
| CS30 | NE | HOURLY | 17.633 | 18.515 | 19.441 | 20.413 | 21.433 | 22.505 |
| | | MONTHLY | 3056 | 3209 | 3370 | 3538 | **3715** | 3901 |
| | | ANNUAL | 36677 | 38511 | 40437 | 42458 | 44581 | 46810 |
| CS31 | NE | HOURLY | 17.810 | 18.700 | 19.635 | 20.617 | 21.648 | 22.730 |
| | | MONTHLY | 3087 | 3241 | 3403 | 3574 | **3752** | 3940 |
| | | ANNUAL | 37044 | 38896 | 40841 | 42883 | 45027 | 47279 |
| CS32 | NE | HOURLY | 17.988 | 18.887 | 19.831 | 20.823 | 21.864 | 22.957 |
| | | MONTHLY | 3118 | 3274 | 3437 | 3609 | **3790** | 3979 |
| | | ANNUAL | 37414 | 39285 | 41249 | 43312 | 45477 | 47751 |
| CS33 | NE | HOURLY | 18.168 | 19.076 | 20.030 | 21.031 | 22.083 | 23.187 |
| | | MONTHLY | 3149 | 3306 | 3472 | 3645 | **3828** | 4019 |
| | | ANNUAL | 37789 | 39678 | 41662 | 43745 | 45932 | 48229 |
| CS34 | NE | HOURLY | 18.349 | 19.267 | 20.230 | 21.242 | 22.304 | 23.419 |
| | | MONTHLY | 3181 | 3340 | 3507 | 3682 | **3866** | 4059 |
| | | ANNUAL | 38166 | 40075 | 42078 | 44182 | 46392 | 48711 |
| CS35 | NE | HOURLY | 18.533 | 19.459 | 20.432 | 21.454 | 22.527 | 23.653 |
| | | MONTHLY | 3212 | 3373 | 3542 | 3719 | **3905** | 4100 |
| | | ANNUAL | 38548 | 40475 | 42499 | 44624 | 46855 | 49198 |



*Due to rounding, salary schedules are a close approximation of actual salary

| Range | FLSA Status | Rate Type | A (Minimum) | B | C | D | E (Maximum) | F (Longevity Only) |
|---|---|---|---|---|---|---|---|---|
| CS36 | NE | HOURLY | 18.718 | 19.654 | 20.637 | 21.668 | 22.752 | 23.890 |
| | | MONTHLY | 3244 | 3407 | 3577 | 3756 | **3944** | 4141 |
| | | ANNUAL | 38934 | 40880 | 42924 | 45070 | 47324 | 49690 |
| CS37 | NE | HOURLY | 18.905 | 19.851 | 20.843 | 21.885 | 22.979 | 24.128 |
| | | MONTHLY | 3277 | 3441 | 3613 | 3793 | **3983** | 4182 |
| | | ANNUAL | 39323 | 41289 | 43354 | 45521 | 47797 | 50187 |
| CS38 | NE | HOURLY | 19.094 | 20.049 | 21.051 | 22.104 | 23.209 | 24.370 |
| | | MONTHLY | 3310 | 3475 | 3649 | 3831 | **4023** | 4224 |
| | | ANNUAL | 39716 | 41702 | 43787 | 45976 | 48275 | 50689 |
| CS39 | NE | HOURLY | 19.285 | 20.250 | 21.262 | 22.325 | 23.441 | 24.613 |
| | | MONTHLY | 3343 | 3510 | 3685 | 3870 | **4063** | 4266 |
| | | ANNUAL | 40113 | 42119 | 44225 | 46436 | 48758 | 51196 |
| CS40 | NE | HOURLY | 19.478 | 20.452 | 21.475 | 22.548 | 23.676 | 24.860 |
| | | MONTHLY | 3376 | 3545 | 3722 | 3908 | **4104** | 4309 |
| | | ANNUAL | 40514 | 42540 | 44667 | 46901 | 49246 | 51708 |
| CS41 | NE | HOURLY | 19.673 | 20.657 | 21.689 | 22.774 | 23.913 | 25.108 |
| | | MONTHLY | 3410 | 3580 | 3759 | 3947 | **4145** | 4352 |
| | | ANNUAL | 40920 | 42966 | 45114 | 47370 | 49738 | 52225 |
| CS42 | NE | HOURLY | 19.870 | 20.863 | 21.906 | 23.002 | 24.152 | 25.359 |
| | | MONTHLY | 3444 | 3616 | 3797 | 3987 | **4186** | 4396 |
| | | ANNUAL | 41329 | 43395 | 45565 | 47843 | 50235 | 52747 |
| CS43 | NE | HOURLY | 20.068 | 21.072 | 22.125 | 23.232 | 24.393 | 25.613 |
| | | MONTHLY | 3479 | 3652 | 3835 | 4027 | **4228** | 4440 |
| | | ANNUAL | 41742 | 43829 | 46021 | 48322 | 50738 | 53275 |
| CS44 | NE | HOURLY | 20.269 | 21.282 | 22.347 | 23.464 | 24.637 | 25.869 |
| | | MONTHLY | 3513 | 3689 | 3873 | 4067 | **4270** | 4484 |
| | | ANNUAL | 42159 | 44267 | 46481 | 48805 | 51245 | 53807 |
| CS45 | NE | HOURLY | 20.472 | 21.495 | 22.570 | 23.699 | 24.883 | 26.128 |
| | | MONTHLY | 3548 | 3726 | 3912 | 4108 | **4313** | 4529 |
| | | ANNUAL | 42581 | 44710 | 46946 | 49293 | 51758 | 54345 |
| CS46 | NE | HOURLY | 20.676 | 21.710 | 22.796 | 23.936 | 25.132 | 26.389 |
| | | MONTHLY | 3584 | 3763 | 3951 | 4149 | **4356** | 4574 |
| | | ANNUAL | 43007 | 45157 | 47415 | 49786 | 52275 | 54889 |
| CS47 | NE | HOURLY | 20.883 | 21.927 | 23.024 | 24.175 | 25.384 | 26.653 |
| | | MONTHLY | 3620 | 3801 | 3991 | 4190 | **4400** | 4620 |
| | | ANNUAL | 43437 | 45609 | 47889 | 50284 | 52798 | 55438 |
| CS48 | NE | HOURLY | 21.092 | 22.147 | 23.254 | 24.417 | 25.637 | 26.919 |
| | | MONTHLY | 3656 | 3839 | 4031 | 4232 | **4444** | 4666 |
| | | ANNUAL | 43871 | 46065 | 48368 | 50787 | 53326 | 55992 |

| Range | FLSA Status | Rate Type | A (Minimum) | B | C | D | E (Maximum) | F (Longevity Only) |
|---|---|---|---|---|---|---|---|---|
| CS49 | NE | HOURLY | 21.303 | 22.368 | 23.486 | 24.661 | 25.894 | 27.189 |
| | | MONTHLY | 3693 | 3877 | 4071 | 4275 | 4488 | 4713 |
| | | ANNUAL | 44310 | 46526 | 48852 | 51294 | 53859 | 56552 |
| CS50 | NE | HOURLY | 21.516 | 22.592 | 23.721 | 24.907 | 26.153 | 27.460 |
| | | MONTHLY | 3729 | 3916 | 4112 | 4317 | 4533 | 4760 |
| | | ANNUAL | 44753 | 46991 | 49340 | 51807 | 54398 | 57118 |
| CS51 | NE | HOURLY | 21.731 | 22.818 | 23.959 | 25.156 | 26.414 | 27.735 |
| | | MONTHLY | 3767 | 3955 | 4153 | 4360 | 4578 | 4807 |
| | | ANNUAL | 45201 | 47461 | 49834 | 52325 | 54942 | 57689 |
| CS52 | NE | HOURLY | 21.948 | 23.046 | 24.198 | 25.408 | 26.678 | 28.012 |
| | | MONTHLY | 3804 | 3995 | 4194 | 4404 | 4624 | 4855 |
| | | ANNUAL | 45653 | 47935 | 50332 | 52849 | 55491 | 58266 |
| CS53 | NE | HOURLY | 22.168 | 23.276 | 24.440 | 25.662 | 26.945 | 28.292 |
| | | MONTHLY | 3842 | 4035 | 4236 | 4448 | 4671 | 4904 |
| | | ANNUAL | 46109 | 48415 | 50835 | 53377 | 56046 | 58848 |
| CS54 | NE | HOURLY | 22.390 | 23.509 | 24.684 | 25.919 | 27.215 | 28.575 |
| | | MONTHLY | 3881 | 4075 | 4279 | 4493 | 4717 | 4953 |
| | | ANNUAL | 46570 | 48899 | 51344 | 53911 | 56606 | 59437 |
| CS55 | NE | HOURLY | 22.613 | 23.744 | 24.931 | 26.178 | 27.487 | 28.861 |
| | | MONTHLY | 3920 | 4116 | 4321 | 4538 | 4764 | 5003 |
| | | ANNUAL | 47036 | 49388 | 51857 | 54450 | 57173 | 60031 |
| CS56 | NE | HOURLY | 22.840 | 23.982 | 25.181 | 26.440 | 27.762 | 29.150 |
| | | MONTHLY | 3959 | 4157 | 4365 | 4583 | 4812 | 5053 |
| | | ANNUAL | 47506 | 49882 | 52376 | 54995 | 57744 | 60631 |
| CS57 | NE | HOURLY | 23.068 | 24.221 | 25.432 | 26.704 | 28.039 | 29.441 |
| | | MONTHLY | 3998 | 4198 | 4408 | 4629 | 4860 | 5103 |
| | | ANNUAL | 47981 | 50380 | 52900 | 55544 | 58322 | 61238 |
| CS58 | NE | HOURLY | 23.299 | 24.464 | 25.687 | 26.971 | 28.320 | 29.736 |
| | | MONTHLY | 4038 | 4240 | 4452 | 4675 | 4909 | 5154 |
| | | ANNUAL | 48461 | 50884 | 53429 | 56100 | 58905 | 61850 |
| CS59 | NE | HOURLY | 23.532 | 24.708 | 25.944 | 27.241 | 28.603 | 30.033 |
| | | MONTHLY | 4079 | 4283 | 4497 | 4722 | 4958 | 5206 |
| | | ANNUAL | 48946 | 51393 | 53963 | 56661 | 59494 | 62469 |
| CS60 | NE | HOURLY | 23.767 | 24.955 | 26.203 | 27.513 | 28.889 | 30.333 |
| | | MONTHLY | 4120 | 4326 | 4542 | 4769 | 5007 | 5258 |
| | | ANNUAL | 49435 | 51907 | 54502 | 57228 | 60089 | 63093 |
| CS61 | NE | HOURLY | 24.005 | 25.205 | 26.465 | 27.788 | 29.178 | 30.637 |
| | | MONTHLY | 4161 | 4369 | 4587 | 4817 | 5057 | 5310 |
| | | ANNUAL | 49930 | 52426 | 55047 | 57800 | 60690 | 63724 |



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| Range | FLSA Status | Rate Type | A (Minimum) | B | C | D | E (Maximum) | F (Longevity Only) |
|---|---|---|---|---|---|---|---|---|
| CS62 | NE | HOURLY | 24.245 | 25.457 | 26.730 | 28.066 | 29.470 | 30.943 |
| | | MONTHLY | 4202 | 4413 | 4633 | 4865 | **5108** | 5363 |
| | | ANNUAL | 50429 | 52950 | 55598 | 58378 | 61297 | 64362 |
| CS63 | NE | HOURLY | 24.487 | 25.711 | 26.997 | 28.347 | 29.764 | 31.252 |
| | | MONTHLY | 4244 | 4457 | 4679 | 4913 | **5159** | 5417 |
| | | ANNUAL | 50933 | 53480 | 56154 | 58962 | 61910 | 65005 |
| CS64 | NE | HOURLY | 24.732 | 25.969 | 27.267 | 28.630 | 30.062 | 31.565 |
| | | MONTHLY | 4287 | 4501 | 4726 | 4963 | **5211** | 5471 |
| | | ANNUAL | 51443 | 54015 | 56715 | 59551 | 62529 | 65655 |
| CS65 | NE | HOURLY | 24.979 | 26.228 | 27.540 | 28.917 | 30.363 | 31.881 |
| | | MONTHLY | 4330 | 4546 | 4774 | 5012 | **5263** | 5526 |
| | | ANNUAL | 51957 | 54555 | 57283 | 60147 | 63154 | 66312 |
| CS66 | NE | HOURLY | 25.229 | 26.491 | 27.815 | 29.206 | 30.666 | 32.199 |
| | | MONTHLY | 4373 | 4592 | 4821 | 5062 | **5315** | 5581 |
| | | ANNUAL | 52477 | 55100 | 57855 | 60748 | 63786 | 66975 |
| CS67 | NE | HOURLY | 25.481 | 26.755 | 28.093 | 29.498 | 30.973 | 32.521 |
| | | MONTHLY | 4417 | 4638 | 4869 | 5113 | **5369** | 5637 |
| | | ANNUAL | 53001 | 55651 | 58434 | 61356 | 64423 | 67645 |
| CS68 | NE | HOURLY | 25.736 | 27.023 | 28.374 | 29.793 | 31.283 | 32.847 |
| | | MONTHLY | 4461 | 4684 | 4918 | 5164 | **5422** | 5693 |
| | | ANNUAL | 53531 | 56208 | 59018 | 61969 | 65068 | 68321 |
| CS69 | NE | HOURLY | 25.994 | 27.293 | 28.658 | 30.091 | 31.595 | 33.175 |
| | | MONTHLY | 4506 | 4731 | 4967 | 5216 | **5477** | 5750 |
| | | ANNUAL | 54067 | 56770 | 59609 | 62589 | 65718 | 69004 |
| CS70 | NE | HOURLY | 26.254 | 27.566 | 28.945 | 30.392 | 31.911 | 33.507 |
| | | MONTHLY | 4551 | 4778 | 5017 | 5268 | **5531** | 5808 |
| | | ANNUAL | 54607 | 57338 | 60205 | 63215 | 66376 | 69694 |
| CS71 | NE | HOURLY | 26.516 | 27.842 | 29.234 | 30.696 | 32.230 | 33.842 |
| | | MONTHLY | 4596 | 4826 | 5067 | 5321 | **5587** | 5866 |
| | | ANNUAL | 55153 | 57911 | 60807 | 63847 | 67039 | 70391 |
| CS72 | NE | HOURLY | 26.781 | 28.120 | 29.526 | 31.003 | 32.553 | 34.180 |
| | | MONTHLY | 4642 | 4874 | 5118 | 5374 | **5642** | 5925 |
| | | ANNUAL | 55705 | 58490 | 61415 | 64485 | 67710 | 71095 |
| CS73 | NE | HOURLY | 27.049 | 28.401 | 29.822 | 31.313 | 32.878 | 34.522 |
| | | MONTHLY | 4688 | 4923 | 5169 | 5428 | **5699** | 5984 |
| | | ANNUAL | 56262 | 59075 | 62029 | 65130 | 68387 | 71806 |
| CS74 | NE | HOURLY | 27.320 | 28.686 | 30.120 | 31.626 | 33.207 | 34.867 |
| | | MONTHLY | 4735 | 4972 | 5221 | 5482 | **5756** | 6044 |
| | | ANNUAL | 56825 | 59666 | 62649 | 65782 | 69071 | 72524 |



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|---|---|---|---|---|---|---|---|---|
| CS75 | NE | HOURLY | 27.593 | 28.972 | 30.421 | 31.942 | 33.539 | 35.216 |
| | | MONTHLY | 4783 | 5022 | 5273 | 5537 | 5813 | 6104 |
| | | ANNUAL | 57393 | 60263 | 63276 | 66439 | 69761 | 73249 |
| CS76 | NE | HOURLY | 27.869 | 29.262 | 30.725 | 32.261 | 33.875 | 35.568 |
| | | MONTHLY | 4831 | 5072 | 5326 | 5592 | 5872 | 6165 |
| | | ANNUAL | 57967 | 60865 | 63908 | 67104 | 70459 | 73982 |
| CS77 | NE | HOURLY | 28.147 | 29.555 | 31.032 | 32.584 | 34.213 | 35.924 |
| | | MONTHLY | 4879 | 5123 | 5379 | 5648 | 5930 | 6227 |
| | | ANNUAL | 58546 | 61474 | 64547 | 67775 | 71164 | 74722 |
| CS78 | NE | HOURLY | 28.429 | 29.850 | 31.343 | 32.910 | 34.555 | 36.283 |
| | | MONTHLY | 4928 | 5174 | 5433 | 5704 | 5990 | 6289 |
| | | ANNUAL | 59132 | 62089 | 65193 | 68453 | 71875 | 75469 |
| CS79 | NE | HOURLY | 28.713 | 30.149 | 31.656 | 33.239 | 34.901 | 36.646 |
| | | MONTHLY | 4977 | 5226 | 5487 | 5761 | 6049 | 6352 |
| | | ANNUAL | 59723 | 62709 | 65845 | 69137 | 72594 | 76224 |
| CS80 | NE | HOURLY | 29.000 | 30.450 | 31.973 | 33.571 | 35.250 | 37.012 |
| | | MONTHLY | 5027 | 5278 | 5542 | 5819 | 6110 | 6415 |
| | | ANNUAL | 60320 | 63336 | 66503 | 69828 | 73320 | 76986 |
| CS81 | NE | HOURLY | 29.290 | 30.755 | 32.292 | 33.907 | 35.602 | 37.383 |
| | | MONTHLY | 5077 | 5331 | 5597 | 5877 | 6171 | 6480 |
| | | ANNUAL | 60924 | 63970 | 67168 | 70527 | 74053 | 77756 |
| CS82 | NE | HOURLY | 29.583 | 31.062 | 32.615 | 34.246 | 35.958 | 37.756 |
| | | MONTHLY | 5128 | 5384 | 5653 | 5936 | 6233 | 6544 |
| | | ANNUAL | 61533 | 64610 | 67840 | 71232 | 74794 | 78533 |
| CS83 | NE | HOURLY | 29.879 | 31.373 | 32.942 | 34.589 | 36.318 | 38.134 |
| | | MONTHLY | 5179 | 5438 | 5710 | 5995 | 6295 | 6610 |
| | | ANNUAL | 62148 | 65256 | 68518 | 71944 | 75542 | 79319 |
| CS84 | NE | HOURLY | 30.178 | 31.687 | 33.271 | 34.935 | 36.681 | 38.515 |
| | | MONTHLY | 5231 | 5492 | 5767 | 6055 | 6358 | 6676 |
| | | ANNUAL | 62770 | 65908 | 69204 | 72664 | 76297 | 80112 |
| CS85 | NE | HOURLY | 30.480 | 32.004 | 33.604 | 35.284 | 37.048 | 38.900 |
| | | MONTHLY | 5283 | 5547 | 5825 | 6116 | 6422 | 6743 |
| | | ANNUAL | 63397 | 66567 | 69896 | 73390 | 77060 | 80913 |
| CS86 | NE | HOURLY | 30.784 | 32.324 | 33.940 | 35.637 | 37.419 | 39.289 |
| | | MONTHLY | 5336 | 5603 | 5883 | 6177 | 6486 | 6810 |
| | | ANNUAL | 64031 | 67233 | 70595 | 74124 | 77831 | 81722 |



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|---|---|---|---|---|---|---|---|---|
| MM21 | E | HOURLY | 23.652 | 24.834 | 26.076 | 27.380 | 28.749 | 30.186 |
| | | MONTHLY | 4100 | 4305 | 4520 | 4746 | **4983.14** | 5232 |
| | | ANNUAL | 49196 | 51655 | 54238 | 56950 | 59798 | 62788 |
| MM22 | E | HOURLY | 23.888 | 25.083 | 26.337 | 27.654 | 29.036 | 30.488 |
| | | MONTHLY | 4141 | 4348 | 4565 | 4793 | **5033** | 5285 |
| | | ANNUAL | 49688 | 52172 | 54781 | 57520 | 60396 | 63415 |
| MM23 | E | HOURLY | 24.127 | 25.334 | 26.600 | 27.930 | 29.327 | 30.793 |
| | | MONTHLY | 4182 | 4391 | 4611 | 4841 | **5083** | 5337 |
| | | ANNUAL | 50185 | 52694 | 55328 | 58095 | 61000 | 64050 |
| MM24 | E | HOURLY | 24.368 | 25.587 | 26.866 | 28.210 | 29.620 | 31.101 |
| | | MONTHLY | 4224 | 4435 | 4657 | 4890 | **5134** | 5391 |
| | | ANNUAL | 50686 | 53221 | 55882 | 58676 | 61610 | 64690 |
| MM25 | E | HOURLY | 24.612 | 25.843 | 27.135 | 28.492 | 29.916 | 31.412 |
| | | MONTHLY | 4266 | 4479 | 4703 | 4939 | **5185** | 5445 |
| | | ANNUAL | 51193 | 53753 | 56441 | 59263 | 62226 | 65337 |
| MM26 | E | HOURLY | 24.858 | 26.101 | 27.406 | 28.777 | 30.215 | 31.726 |
| | | MONTHLY | 4309 | 4524 | 4750 | 4988 | **5237** | 5499 |
| | | ANNUAL | 51705 | 54290 | 57005 | 59855 | 62848 | 65990 |
| MM27 | E | HOURLY | 25.107 | 26.362 | 27.680 | 29.064 | 30.518 | 32.043 |
| | | MONTHLY | 4352 | 4569 | 4798 | 5038 | **5290** | 5554 |
| | | ANNUAL | 52222 | 54833 | 57575 | 60454 | 63476 | 66650 |
| MM28 | E | HOURLY | 25.358 | 26.626 | 27.957 | 29.355 | 30.823 | 32.364 |
| | | MONTHLY | 4395 | 4615 | 4846 | 5088 | **5343** | 5610 |
| | | ANNUAL | 52744 | 55382 | 58151 | 61058 | 64111 | 67317 |
| MM29 | E | HOURLY | 25.611 | 26.892 | 28.237 | 29.648 | 31.131 | 32.687 |
| | | MONTHLY | 4439 | 4661 | 4894 | 5139 | **5396** | 5666 |
| | | ANNUAL | 53272 | 55935 | 58732 | 61669 | 64752 | 67990 |
| MM30 | E | HOURLY | 25.868 | 27.161 | 28.519 | 29.945 | 31.442 | 33.014 |
| | | MONTHLY | 4484 | 4708 | 4943 | 5190 | **5450** | 5722 |
| | | ANNUAL | 53805 | 56495 | 59320 | 62286 | 65400 | 68670 |
| MM31 | E | HOURLY | 26.126 | 27.433 | 28.804 | 30.244 | 31.757 | 33.344 |
| | | MONTHLY | 4529 | 4755 | 4993 | 5242 | **5504** | 5780 |
| | | ANNUAL | 54343 | 57060 | 59913 | 62908 | 66054 | 69357 |
| MM32 | E | HOURLY | 26.388 | 27.707 | 29.092 | 30.547 | 32.074 | 33.678 |
| | | MONTHLY | 4574 | 4803 | 5043 | 5295 | **5560** | 5838 |
| | | ANNUAL | 54886 | 57630 | 60512 | 63538 | 66714 | 70050 |
| MM33 | E | HOURLY | 26.651 | 27.984 | 29.383 | 30.852 | 32.395 | 34.015 |
| | | MONTHLY | 4620 | 4851 | 5093 | 5348 | **5615** | 5896 |
| | | ANNUAL | 55435 | 58207 | 61117 | 64173 | 67382 | 70751 |
| MM34 | E | HOURLY | 26.918 | 28.264 | 29.677 | 31.161 | 32.719 | 34.355 |
| | | MONTHLY | 4666 | 4899 | 5144 | 5401 | **5671** | 5955 |
| | | ANNUAL | 55989 | 58789 | 61728 | 64815 | 68055 | 71458 |
| MM35 | E | HOURLY | 27.187 | 28.546 | 29.974 | 31.472 | 33.046 | 34.698 |
| | | MONTHLY | 4712 | 4948 | 5195 | 5455 | **5728** | 6014 |
| | | ANNUAL | 56549 | 59377 | 62345 | 65463 | 68736 | 72173 |
| MM36 | E | HOURLY | 27.459 | 28.832 | 30.274 | 31.787 | 33.377 | 35.045 |
| | | MONTHLY | 4760 | 4998 | 5247 | 5510 | **5785** | 6075 |
| | | ANNUAL | 57115 | 59970 | 62969 | 66117 | 69423 | 72894 |
| MM37 | E | HOURLY | 27.734 | 29.120 | 30.576 | 32.105 | 33.710 | 35.396 |
| | | MONTHLY | 4807 | 5048 | 5300 | 5565 | **5843** | 6135 |
| | | ANNUAL | 57686 | 60570 | 63599 | 66779 | 70117 | 73623 |



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|---|---|---|---|---|---|---|---|---|
| MM38 | E | HOURLY | 28.011 | 29.411 | 30.882 | 32.426 | 34.047 | 35.750 |
| | | MONTHLY | 4855 | 5098 | 5353 | 5621 | **5902** | 6197 |
| | | ANNUAL | 58263 | 61176 | 64235 | 67446 | 70819 | 74360 |
| MM39 | E | HOURLY | 28.291 | 29.706 | 31.191 | 32.750 | 34.388 | 36.107 |
| | | MONTHLY | 4904 | 5149 | 5406 | 5677 | **5961** | 6259 |
| | | ANNUAL | 58845 | 61788 | 64877 | 68121 | 71527 | 75103 |
| MM40 | E | HOURLY | 28.574 | 30.003 | 31.503 | 33.078 | 34.732 | 36.468 |
| | | MONTHLY | 4953 | 5200 | 5460 | 5734 | **6020** | 6321 |
| | | ANNUAL | 59434 | 62405 | 65526 | 68802 | 72242 | 75854 |
| MM41 | E | HOURLY | 28.860 | 30.303 | 31.818 | 33.409 | 35.079 | 36.833 |
| | | MONTHLY | 5002 | 5252 | 5515 | 5791 | **6080** | 6384 |
| | | ANNUAL | 60028 | 63030 | 66181 | 69490 | 72965 | 76613 |
| MM42 | E | HOURLY | 29.148 | 30.606 | 32.136 | 33.743 | 35.430 | 37.201 |
| | | MONTHLY | 5052 | 5305 | 5570 | 5849 | **6141** | 6448 |
| | | ANNUAL | 60628 | 63660 | 66843 | 70185 | 73694 | 77379 |
| MM43 | E | HOURLY | 29.440 | 30.912 | 32.457 | 34.080 | 35.784 | 37.573 |
| | | MONTHLY | 5103 | 5358 | 5626 | 5907 | **6203** | 6513 |
| | | ANNUAL | 61235 | 64296 | 67511 | 70887 | 74431 | 78153 |
| MM44 | E | HOURLY | 29.734 | 31.221 | 32.782 | 34.421 | 36.142 | 37.949 |
| | | MONTHLY | 5154 | 5412 | 5682 | 5966 | **6265** | 6578 |
| | | ANNUAL | 61847 | 64939 | 68186 | 71596 | 75175 | 78934 |
| MM45 | E | HOURLY | 30.031 | 31.533 | 33.110 | 34.765 | 36.503 | 38.329 |
| | | MONTHLY | 5205 | 5466 | 5739 | 6026 | **6327** | 6644 |
| | | ANNUAL | 62465 | 65589 | 68868 | 72312 | 75927 | 79724 |
| MM46 | E | HOURLY | 30.332 | 31.848 | 33.441 | 35.113 | 36.868 | 38.712 |
| | | MONTHLY | 5258 | 5520 | 5796 | 6086 | **6391** | 6710 |
| | | ANNUAL | 63090 | 66245 | 69557 | 73035 | 76686 | 80521 |
| MM47 | E | HOURLY | 30.635 | 32.167 | 33.775 | 35.464 | 37.237 | 39.099 |
| | | MONTHLY | 5310 | 5576 | 5854 | 6147 | **6454** | 6777 |
| | | ANNUAL | 63721 | 66907 | 70252 | 73765 | 77453 | 81326 |
| MM48 | E | HOURLY | 30.941 | 32.489 | 34.113 | 35.819 | 37.610 | 39.490 |
| | | MONTHLY | 5363 | 5631 | 5913 | 6209 | **6519** | 6845 |
| | | ANNUAL | 64358 | 67576 | 70955 | 74503 | 78228 | 82139 |
| MM49 | E | HOURLY | 31.251 | 32.813 | 34.454 | 36.177 | 37.986 | 39.885 |
| | | MONTHLY | 5417 | 5688 | 5972 | 6271 | **6584** | 6913 |
| | | ANNUAL | 65002 | 68252 | 71665 | 75248 | 79010 | 82961 |
| MM50 | E | HOURLY | 31.563 | 33.142 | 34.799 | 36.539 | 38.365 | 40.284 |
| | | MONTHLY | 5471 | 5745 | 6032 | 6333 | **6650** | 6983 |
| | | ANNUAL | 65652 | 68934 | 72381 | 76000 | 79800 | 83790 |
| MM51 | E | HOURLY | 31.879 | 33.473 | 35.147 | 36.904 | 38.749 | 40.687 |
| | | MONTHLY | 5526 | 5802 | 6092 | 6397 | **6717** | 7052 |
| | | ANNUAL | 66308 | 69624 | 73105 | 76760 | 80598 | 84628 |
| MM52 | E | HOURLY | 32.198 | 33.808 | 35.498 | 37.273 | 39.137 | 41.093 |
| | | MONTHLY | 5581 | 5860 | 6153 | 6461 | **6784** | 7123 |
| | | ANNUAL | 66971 | 70320 | 73836 | 77528 | 81404 | 85474 |
| MM53 | E | HOURLY | 32.520 | 34.146 | 35.853 | 37.646 | 39.528 | 41.504 |
| | | MONTHLY | 5637 | 5919 | 6215 | 6525 | **6852** | 7194 |
| | | ANNUAL | 67641 | 71023 | 74574 | 78303 | 82218 | 86329 |
| MM54 | E | HOURLY | 32.845 | 34.487 | 36.212 | 38.022 | 39.923 | 41.919 |
| | | MONTHLY | 5693 | 5978 | 6277 | 6591 | **6920** | 7266 |
| | | ANNUAL | 68318 | 71733 | 75320 | 79086 | 83040 | 87192 |



*Due to rounding, salary schedules are a close approximation of actual salary.

| Range | FLSA Status | Rate Type | A (Minimum) | B | C | D | E (Maximum) | F (Longevity Only) |
|---|---|---|---|---|---|---|---|---|
| MM55 | E | HOURLY | 33.173 | 34.832 | 36.574 | 38.402 | 40.323 | 42.339 |
| | | MONTHLY | 5750 | 6038 | 6339 | 6656 | **6989** | 7339 |
| | | ANNUAL | 69001 | 72451 | 76073 | 79877 | 83871 | 88064 |
| MM56 | E | HOURLY | 33.505 | 35.180 | 36.939 | 38.786 | 40.726 | 42.762 |
| | | MONTHLY | 5808 | 6098 | 6403 | 6723 | **7059** | 7412 |
| | | ANNUAL | 69691 | 73175 | 76834 | 80676 | 84710 | 88945 |
| MM57 | E | HOURLY | 33.840 | 35.532 | 37.309 | 39.174 | 41.133 | 43.190 |
| | | MONTHLY | 5866 | 6159 | 6467 | 6790 | **7130** | 7486 |
| | | ANNUAL | 70388 | 73907 | 77602 | 81483 | 85557 | 89834 |
| MM58 | E | HOURLY | 34.179 | 35.888 | 37.682 | 39.566 | 41.544 | 43.622 |
| | | MONTHLY | 5924 | 6221 | 6532 | 6858 | **7201** | 7561 |
| | | ANNUAL | 71092 | 74646 | 78378 | 82297 | 86412 | 90733 |
| MM59 | E | HOURLY | 34.520 | 36.246 | 38.059 | 39.962 | 41.960 | 44.058 |
| | | MONTHLY | 5984 | 6283 | 6597 | 6927 | **7273** | 7637 |
| | | ANNUAL | 71802 | 75393 | 79162 | 83120 | 87276 | 91640 |
| MM60 | E | HOURLY | 34.866 | 36.609 | 38.439 | 40.361 | 42.379 | 44.498 |
| | | MONTHLY | 6043 | 6346 | 6663 | 6996 | **7346** | 7713 |
| | | ANNUAL | 72520 | 76147 | 79954 | 83952 | 88149 | 92557 |
| MM61 | E | HOURLY | 35.214 | 36.975 | 38.824 | 40.765 | 42.803 | 44.943 |
| | | MONTHLY | 6104 | 6409 | 6729 | 7066 | **7419** | 7790 |
| | | ANNUAL | 73246 | 76908 | 80753 | 84791 | 89031 | 93482 |
| MM62 | E | HOURLY | 35.566 | 37.345 | 39.212 | 41.173 | 43.231 | 45.393 |
| | | MONTHLY | 6165 | 6473 | 6797 | 7137 | **7493** | 7868 |
| | | ANNUAL | 73978 | 77677 | 81561 | 85639 | 89921 | 94417 |
| MM63 | E | HOURLY | 35.922 | 37.718 | 39.604 | 41.584 | 43.664 | 45.847 |
| | | MONTHLY | 6226 | 6538 | 6865 | 7208 | **7568** | 7947 |
| | | ANNUAL | 74718 | 78454 | 82377 | 86495 | 90820 | 95361 |
| MM64 | E | HOURLY | 36.281 | 38.095 | 40.000 | 42.000 | 44.100 | 46.305 |
| | | MONTHLY | 6289 | 6603 | 6933 | 7280 | **7644** | 8026 |
| | | ANNUAL | 75465 | 79238 | 83200 | 87360 | 91728 | 96315 |
| MM65 | E | HOURLY | 36.644 | 38.476 | 40.400 | 42.420 | 44.541 | 46.768 |
| | | MONTHLY | 6352 | 6669 | 7003 | 7353 | **7720** | 8106 |
| | | ANNUAL | 76220 | 80031 | 84032 | 88234 | 92646 | 97278 |
| MM66 | E | HOURLY | 37.011 | 38.861 | 40.804 | 42.844 | 44.987 | 47.236 |
| | | MONTHLY | 6415 | 6736 | 7073 | 7426 | **7798** | 8188 |
| | | ANNUAL | 76982 | 80831 | 84873 | 89116 | 93572 | 98251 |
| MM67 | E | HOURLY | 37.381 | 39.250 | 41.212 | 43.273 | 45.436 | 47.708 |
| | | MONTHLY | 6479 | 6803 | 7143 | 7501 | **7876** | 8269 |
| | | ANNUAL | 77752 | 81639 | 85721 | 90007 | 94508 | 99233 |
| MM68 | E | HOURLY | 37.754 | 39.642 | 41.624 | 43.706 | 45.891 | 48.185 |
| | | MONTHLY | 6544 | 6871 | 7215 | 7576 | **7954** | 8352 |
| | | ANNUAL | 78529 | 82456 | 86579 | 90907 | 95453 | 100225 |
| MM69 | E | HOURLY | 38.132 | 40.039 | 42.041 | 44.143 | 46.350 | 48.667 |
| | | MONTHLY | 6610 | 6940 | 7287 | 7651 | **8034** | 8436 |
| | | ANNUAL | 79315 | 83280 | 87444 | 91817 | 96407 | 101228 |
| MM70 | E | HOURLY | 38.513 | 40.439 | 42.461 | 44.584 | 46.813 | 49.154 |
| | | MONTHLY | 6676 | 7009 | 7360 | 7728 | **8114** | 8520 |
| | | ANNUAL | 80108 | 84113 | 88319 | 92735 | 97371 | 102240 |
| MM71 | E | HOURLY | 38.898 | 40.843 | 42.886 | 45.030 | 47.281 | 49.645 |
| | | MONTHLY | 6742 | 7080 | 7433 | 7805 | **8195** | 8605 |
| | | ANNUAL | 80909 | 84954 | 89202 | 93662 | 98345 | 103262 |



*Due to rounding, salary schedules are a close approximation of actual salary.

| Range | FLSA Status | Rate Type | A (Minimum) | B | C | D | E (Maximum) | F (Longevity Only) |
|---|---|---|---|---|---|---|---|---|
| MM72 | E | HOURLY | 39.287 | 41.252 | 43.314 | 45.480 | 47.754 | 50.142 |
| | | MONTHLY | 6810 | 7150 | 7508 | 7883 | **8277** | 8691 |
| | | ANNUAL | 81718 | 85804 | 90094 | 94599 | 99329 | 104295 |
| MM73 | E | HOURLY | 39.680 | 41.664 | 43.748 | 45.935 | 48.232 | 50.643 |
| | | MONTHLY | 6878 | 7222 | 7583 | 7962 | **8360** | 8778 |
| | | ANNUAL | 82535 | 86662 | 90995 | 95545 | 100322 | 105338 |
| MM74 | E | HOURLY | 40.077 | 42.081 | 44.185 | 46.394 | 48.714 | 51.150 |
| | | MONTHLY | 6947 | 7294 | 7659 | 8042 | **8444** | 8866 |
| | | ANNUAL | 83360 | 87528 | 91905 | 96500 | 101325 | 106391 |
| MM75 | E | HOURLY | 40.478 | 42.502 | 44.627 | 46.858 | 49.201 | 51.661 |
| | | MONTHLY | 7016 | 7367 | 7735 | 8122 | **8528** | 8955 |
| | | ANNUAL | 84194 | 88404 | 92824 | 97465 | 102338 | 107455 |
| MM76 | E | HOURLY | 40.883 | 42.927 | 45.073 | 47.327 | 49.693 | 52.178 |
| | | MONTHLY | 7086 | 7441 | 7813 | 8203 | **8613** | 9044 |
| | | ANNUAL | 85036 | 89288 | 93752 | 98440 | 103362 | 108530 |
| MM77 | E | HOURLY | 41.292 | 43.356 | 45.524 | 47.800 | 50.190 | 52.700 |
| | | MONTHLY | 7157 | 7515 | 7891 | 8285 | **8700** | 9135 |
| | | ANNUAL | 85886 | 90181 | 94690 | 99424 | 104395 | 109615 |
| MM78 | E | HOURLY | 41.704 | 43.790 | 45.979 | 48.278 | 50.692 | 53.227 |
| | | MONTHLY | 7229 | 7590 | 7970 | 8368 | **8787** | 9226 |
| | | ANNUAL | 86745 | 91082 | 95637 | 100418 | 105439 | 110711 |
| MM79 | E | HOURLY | 42.121 | 44.228 | 46.439 | 48.761 | 51.199 | 53.759 |
| | | MONTHLY | 7301 | 7666 | 8049 | 8452 | **8874** | 9318 |
| | | ANNUAL | 87613 | 91993 | 96593 | 101423 | 106494 | 111818 |
| MM80 | E | HOURLY | 42.543 | 44.670 | 46.903 | 49.248 | 51.711 | 54.296 |
| | | MONTHLY | 7374 | 7743 | 8130 | 8536 | **8963** | 9411 |
| | | ANNUAL | 88489 | 92913 | 97559 | 102437 | 107559 | 112937 |
| MM81 | E | HOURLY | 42.968 | 45.117 | 47.372 | 49.741 | 52.228 | 54.839 |
| | | MONTHLY | 7448 | 7820 | 8211 | 8622 | **9053** | 9505 |
| | | ANNUAL | 89374 | 93842 | 98534 | 103461 | 108634 | 114066 |
| MM82 | E | HOURLY | 43.398 | 45.568 | 47.846 | 50.238 | 52.750 | 55.388 |
| | | MONTHLY | 7522 | 7898 | 8293 | 8708 | **9143** | 9601 |
| | | ANNUAL | 90267 | 94781 | 99520 | 104496 | 109721 | 115207 |
| MM83 | E | HOURLY | 43.832 | 46.023 | 48.325 | 50.741 | 53.278 | 55.942 |
| | | MONTHLY | 7598 | 7977 | 8376 | 8795 | **9235** | 9697 |
| | | ANNUAL | 91170 | 95729 | 100515 | 105541 | 110818 | 116359 |
| MM84 | E | HOURLY | 44.270 | 46.484 | 48.808 | 51.248 | 53.811 | 56.501 |
| | | MONTHLY | 7673 | 8057 | 8460 | 8883 | **9327** | 9794 |
| | | ANNUAL | 92082 | 96686 | 101520 | 106596 | 111926 | 117522 |
| MM85 | E | HOURLY | 44.713 | 46.948 | 49.296 | 51.761 | 54.349 | 57.066 |
| | | MONTHLY | 7750 | 8138 | 8545 | 8972 | **9420** | 9891 |
| | | ANNUAL | 93003 | 97653 | 102535 | 107662 | 113045 | 118697 |



*Due to rounding, salary schedules are a close approximation of actual salary.

**Employee Units Included:**
*Redlands Professional Firefighters Association*
*Redlands Association of Fire Management Employees*

**City of Redlands**
**SALARY SCHEDULE**

| Title | Range | FLSA Status | Rate Type | A (Minimum) | B | C | D | E | F (Maximum-Available July 1, 2013) | G (Longevity Only-Equivalent to July 1, 2013 F Step Through and Including June 30, 2013) |
|---|---|---|---|---|---|---|---|---|---|---|
| **Firefighter** (24 hour days) | F50 | NE | HOURLY | 20.871 | 21.915 | 23.010 | 24.161 | 25.369 | 26.130 | 27.436 |
| | | | MONTHLY | 5065 | 5318 | 5584 | 5863 | **6156.18** | 6341 | 6658 |
| | | | ANNUAL | 60776 | 63815 | 67006 | 70356 | 73874 | 76090 | 79895 |
| **Fire Engineer** (24 hour days) | F55 | NE | HOURLY | 24.604 | 25.835 | 27.126 | 28.483 | 29.907 | 30.804 | 32.344 |
| | | | MONTHLY | 5971 | 6269 | 6583 | 6912 | **7257.38** | 7475 | 7849 |
| | | | ANNUAL | 71648 | 75230 | 78992 | 82941 | 87089 | 89701 | 94186 |
| **Fire Captain** (24 hour days) | F60 | NE | HOURLY | 28.802 | 30.242 | 31.754 | 33.342 | 35.009 | 36.059 | 37.862 |
| | | | MONTHLY | 6989 | 7339 | 7706 | 8091 | **8495.44** | 8750 | 9188 |
| | | | ANNUAL | 83871 | 88064 | 92467 | 97091 | 101945 | 105004 | 110254 |
| **Battalion Chief** (40 hour week) | F79-40 | E | HOURLY | 52.373 | 54.992 | 57.741 | 60.629 | 63.660 | 65.570 | 68.848 |
| | | | MONTHLY | 9078 | 9532 | 10009 | 10509 | **11034.39** | 11365 | 11934 |
| | | | ANNUAL | 108936 | 114383 | 120102 | 126107 | 132413 | 136385 | 143204 |
| **Battalion Chief** (56 hour week) | F79-56 | NE | HOURLY | 37.409 | 39.280 | 41.244 | 43.306 | 45.471 | 46.836 | 49.177 |
| | | | MONTHLY | 9078 | 9532 | 10009 | 10509 | **11034.39** | 11365 | 11934 |
| | | | ANNUAL | 108936 | 114383 | 120102 | 126107 | 132413 | 136385 | 143204 |

**Effective July 2015**

*Due to rounding, salary schedules are close approximations of actual salary

**Employee Units Included:**
*Redlands Professional Police Officers Association*
*Redlands Association of Safety Management Employees*

**City of Redlands**
**SALARY SCHEDULE**

| Title | Range | Rate Type | A (Minimum) | B | C | D | E | F (Longevity Only) |
|---|---|---|---|---|---|---|---|---|
| Police Officer | P60 | HOURLY | 31.264 | 32.827 | 34.468 | 36.191 | 38.001 | 39.901 |
| | | MONTHLY | 5419 | 5690 | 5974 | 6273 | **6587** | 6916 |
| | | ANNUAL | 65028 | 68280 | 71694 | 75278 | 79042 | 82994 |
| Police Corporal | P64 | HOURLY | 35.302 | 37.067 | 38.920 | 40.866 | 42.909 | 45.055 |
| | | MONTHLY | 6119 | 6425 | 6746 | 7083 | **7438** | 7810 |
| | | ANNUAL | 73427 | 77099 | 80954 | 85001 | 89252 | 93714 |
| Police Sergeant | P70 | HOURLY | 42.097 | 44.202 | 46.412 | 48.733 | 51.169 | 53.728 |
| | | MONTHLY | 7297 | 7662 | 8045 | 8447 | **8869** | 9313 |
| | | ANNUAL | 87562 | 91940 | 96537 | 101364 | 106432 | 111754 |
| Police Lieutenant | P81 | HOURLY | 54.725 | 57.461 | 60.334 | 63.351 | 66.518 | 69.844 |
| | | MONTHLY | 9486 | 9960 | 10458 | 10981 | **11530** | 12106 |
| | | ANNUAL | 113827 | 119519 | 125495 | 131769 | 138358 | 145276 |
| Commander | P85 | HOURLY | 61.364 | 64.432 | 67.653 | 71.036 | 74.588 | 78.317 |
| | | MONTHLY | 10636 | 11168 | 11727 | 12313 | **12929** | 13575 |
| | | ANNUAL | 127636 | 134018 | 140719 | 147755 | 155143 | 162900 |

**Effective July 2015**

*Due to rounding, salary schedules are close approximations of actual salary

| Range | Rate Type | A (Minimum) | B | C | D | E (Maximum) | F (Longevity Only) |
|---|---|---|---|---|---|---|---|
| M65 | HOURLY | 32.505 | 34.130 | 35.837 | 37.628 | 39.510 | 41.485 |
| | MONTHLY | 5634 | 5916 | 6212 | 6522 | **6848.36** | 7191 |
| | ANNUAL | 67610 | 70990 | 74540 | 78267 | 82180 | 86289 |
| M66 | HOURLY | 33.317 | 34.983 | 36.732 | 38.569 | 40.498 | 42.522 |
| | MONTHLY | 5775 | 6064 | 6367 | 6685 | **7020** | 7371 |
| | ANNUAL | 69300 | 72765 | 76403 | 80224 | 84235 | 88447 |
| M67 | HOURLY | 34.150 | 35.858 | 37.651 | 39.533 | 41.510 | 43.585 |
| | MONTHLY | 5919 | 6215 | 6526 | 6852 | **7195** | 7555 |
| | ANNUAL | 71033 | 74584 | 78314 | 82229 | 86341 | 90658 |
| M68 | HOURLY | 35.004 | 36.754 | 38.592 | 40.522 | 42.548 | 44.675 |
| | MONTHLY | 6067 | 6371 | 6689 | 7024 | **7375** | 7744 |
| | ANNUAL | 72809 | 76449 | 80271 | 84285 | 88499 | 92924 |
| M69 | HOURLY | 35.879 | 37.673 | 39.557 | 41.535 | 43.611 | 45.792 |
| | MONTHLY | 6219 | 6530 | 6857 | 7199 | **7559** | 7937 |
| | ANNUAL | 74629 | 78360 | 82278 | 86392 | 90712 | 95247 |
| M70 | HOURLY | 36.776 | 38.615 | 40.546 | 42.573 | 44.702 | 46.937 |
| | MONTHLY | 6375 | 6693 | 7028 | 7379 | **7748** | 8136 |
| | ANNUAL | 76494 | 80319 | 84335 | 88552 | 92979 | 97628 |
| M71 | HOURLY | 37.696 | 39.580 | 41.559 | 43.637 | 45.819 | 48.110 |
| | MONTHLY | 6534 | 6861 | 7204 | 7564 | **7942** | 8339 |
| | ANNUAL | 78407 | 82327 | 86444 | 90766 | 95304 | 100069 |
| M72 | HOURLY | 38.638 | 40.570 | 42.598 | 44.728 | 46.965 | 49.313 |
| | MONTHLY | 6697 | 7032 | 7384 | 7753 | **8141** | 8548 |
| | ANNUAL | 80367 | 84385 | 88605 | 93035 | 97687 | 102571 |
| M73 | HOURLY | 39.604 | 41.584 | 43.663 | 45.846 | 48.139 | 50.546 |
| | MONTHLY | 6865 | 7208 | 7568 | 7947 | **8344** | 8761 |
| | ANNUAL | 82376 | 86495 | 90820 | 95361 | 100129 | 105135 |
| M74 | HOURLY | 40.594 | 42.624 | 44.755 | 46.993 | 49.342 | 51.809 |
| | MONTHLY | 7036 | 7388 | 7758 | 8145 | **8553** | 8980 |
| | ANNUAL | 84436 | 88657 | 93090 | 97745 | 102632 | 107764 |
| M75 | HOURLY | 41.609 | 43.689 | 45.874 | 48.167 | 50.576 | 53.105 |
| | MONTHLY | 7212 | 7573 | 7951 | 8349 | **8766** | 9205 |
| | ANNUAL | 86546 | 90874 | 95417 | 100188 | 105198 | 110458 |
| M76 | HOURLY | 42.649 | 44.782 | 47.021 | 49.372 | 51.840 | 54.432 |
| | MONTHLY | 7393 | 7762 | 8150 | 8558 | **8986** | 9435 |
| | ANNUAL | 88710 | 93146 | 97803 | 102693 | 107828 | 113219 |



*Due to rounding, salary schedules are close approximations of actual salary

| Range | Rate Type | A (Minimum) | B | C | D | E (Maximum) | F (Longevity Only) |
|---|---|---|---|---|---|---|---|
| M77 | HOURLY | 43.715 | 45.901 | 48.196 | 50.606 | 53.136 | 55.793 |
| | MONTHLY | 7577 | 7956 | 8354 | 8772 | **9210** | 9671 |
| | ANNUAL | 90928 | 95474 | 100248 | 105260 | 110523 | 116050 |
| M78 | HOURLY | 44.808 | 47.049 | 49.401 | 51.871 | 54.465 | 57.188 |
| | MONTHLY | 7767 | 8155 | 8563 | 8991 | **9441** | 9913 |
| | ANNUAL | 93201 | 97861 | 102754 | 107892 | 113286 | 118951 |
| M79 | HOURLY | 45.928 | 48.225 | 50.636 | 53.168 | 55.826 | 58.618 |
| | MONTHLY | 7961 | 8359 | 8777 | 9216 | **9677** | 10160 |
| | ANNUAL | 95531 | 100308 | 105323 | 110589 | 116119 | 121925 |
| M80 | HOURLY | 47.077 | 49.430 | 51.902 | 54.497 | 57.222 | 60.083 |
| | MONTHLY | 8160 | 8568 | 8996 | 9446 | **9918** | 10414 |
| | ANNUAL | 97919 | 102815 | 107956 | 113354 | 119022 | 124973 |
| M81 | HOURLY | 48.254 | 50.666 | 53.200 | 55.859 | 58.652 | 61.585 |
| | MONTHLY | 8364 | 8782 | 9221 | 9682 | **10166** | 10675 |
| | ANNUAL | 100367 | 105386 | 110655 | 116188 | 121997 | 128097 |
| M82 | HOURLY | 49.460 | 51.933 | 54.530 | 57.256 | 60.119 | 63.125 |
| | MONTHLY | 8573 | 9002 | 9452 | 9924 | **10421** | 10942 |
| | ANNUAL | 102877 | 108020 | 113421 | 119092 | 125047 | 131299 |
| M83 | HOURLY | 50.696 | 53.231 | 55.893 | 58.687 | 61.622 | 64.703 |
| | MONTHLY | 8787 | 9227 | 9688 | 10172 | **10681** | 11215 |
| | ANNUAL | 105448 | 110721 | 116257 | 122070 | 128173 | 134582 |
| M84 | HOURLY | 51.964 | 54.562 | 57.290 | 60.155 | 63.162 | 66.320 |
| | MONTHLY | 9007 | 9457 | 9930 | 10427 | **10948** | 11496 |
| | ANNUAL | 108085 | 113489 | 119163 | 125122 | 131378 | 137946 |
| M85 | HOURLY | 53.263 | 55.926 | 58.722 | 61.658 | 64.741 | 67.978 |
| | MONTHLY | 9232 | 9694 | 10179 | 10687 | **11222** | 11783 |
| | ANNUAL | 110787 | 116326 | 122142 | 128250 | 134662 | 141395 |
| M86 | HOURLY | 54.594 | 57.324 | 60.190 | 63.200 | 66.360 | 69.678 |
| | MONTHLY | 9463 | 9936 | 10433 | 10955 | **11502** | 12078 |
| | ANNUAL | 113556 | 119234 | 125196 | 131456 | 138029 | 144930 |
| M87 | HOURLY | 55.959 | 58.757 | 61.695 | 64.780 | 68.019 | 71.420 |
| | MONTHLY | 9700 | 10185 | 10694 | 11229 | **11790** | 12379 |
| | ANNUAL | 116395 | 122215 | 128326 | 134742 | 141479 | 148553 |
| M88 | HOURLY | 57.358 | 60.226 | 63.238 | 66.399 | 69.719 | 73.205 |
| | MONTHLY | 9942 | 10439 | 10961 | 11509 | **12085** | 12689 |
| | ANNUAL | 119305 | 125271 | 131534 | 138111 | 145016 | 152267 |



*Due to rounding, salary schedules are close approximations of actual salary

| Range | Rate Type | A (Minimum) | B | C | D | E (Maximum) | F (Longevity Only) |
|---|---|---|---|---|---|---|---|
| M89 | HOURLY | 58.792 | 61.732 | 64.818 | 68.059 | 71.462 | 75.035 |
| | MONTHLY | 10191 | 10700 | 11235 | 11797 | **12387** | 13006 |
| | ANNUAL | 122288 | 128402 | 134822 | 141564 | 148642 | 156074 |
| M90 | HOURLY | 60.262 | 63.275 | 66.439 | 69.761 | 73.249 | 76.911 |
| | MONTHLY | 10445 | 10968 | 11516 | 12092 | **12696** | 13331 |
| | ANNUAL | 125345 | 131612 | 138193 | 145103 | 152358 | 159976 |
| M91 | HOURLY | 61.769 | 64.857 | 68.100 | 71.505 | 75.080 | 78.834 |
| | MONTHLY | 10707 | 11242 | 11804 | 12394 | **13014** | 13665 |
| | ANNUAL | 128479 | 134903 | 141648 | 148730 | 156167 | 163975 |
| M92 | HOURLY | 63.313 | 66.478 | 69.802 | 73.293 | 76.957 | 80.805 |
| | MONTHLY | 10974 | 11523 | 12099 | 12704 | **13339** | 14006 |
| | ANNUAL | 131691 | 138275 | 145189 | 152448 | 160071 | 168074 |
| M93 | HOURLY | 64.896 | 68.140 | 71.547 | 75.125 | 78.881 | 82.825 |
| | MONTHLY | 11249 | 11811 | 12402 | 13022 | **13673** | 14356 |
| | ANNUAL | 134983 | 141732 | 148819 | 156260 | 164073 | 172276 |
| M94 | HOURLY | 66.518 | 69.844 | 73.336 | 77.003 | 80.853 | 84.896 |
| | MONTHLY | 11530 | 12106 | 12712 | 13347 | **14015** | 14715 |
| | ANNUAL | 138358 | 145275 | 152539 | 160166 | 168174 | 176583 |
| M95 | HOURLY | 68.181 | 71.590 | 75.170 | 78.928 | 82.874 | 87.018 |
| | MONTHLY | 11818 | 12409 | 13029 | 13681 | **14365** | 15083 |
| | ANNUAL | 141816 | 148907 | 156353 | 164170 | 172379 | 180998 |
| M96 | HOURLY | 69.886 | 73.380 | 77.049 | 80.901 | 84.946 | 89.194 |
| | MONTHLY | 12113 | 12719 | 13355 | 14023 | **14724** | 15460 |
| | ANNUAL | 145362 | 152630 | 160261 | 168275 | 176688 | 185523 |
| M97 | HOURLY | 71.633 | 75.214 | 78.975 | 82.924 | 87.070 | 91.423 |
| | MONTHLY | 12416 | 13037 | 13689 | 14373 | **15092** | 15847 |
| | ANNUAL | 148996 | 156446 | 164268 | 172481 | 181105 | 190161 |
| M98 | HOURLY | 73.423 | 77.095 | 80.949 | 84.997 | 89.247 | 93.709 |
| | MONTHLY | 12727 | 13363 | 14031 | 14733 | **15469** | 16243 |
| | ANNUAL | 152721 | 160357 | 168375 | 176793 | 185633 | 194915 |
| M99 | HOURLY | 75.259 | 79.022 | 82.973 | 87.122 | 91.478 | 96.052 |
| | MONTHLY | 13045 | 13697 | 14382 | 15101 | **15856** | 16649 |
| | ANNUAL | 156539 | 164366 | 172584 | 181213 | 190274 | 199788 |
| M100 | HOURLY | 77.141 | 80.998 | 85.047 | 89.300 | 93.765 | 98.453 |
| | MONTHLY | 13371 | 14040 | 14742 | 15479 | **16253** | 17065 |
| | ANNUAL | 160452 | 168475 | 176899 | 185744 | 195031 | 204782 |

**Effective July 2015**

*Due to rounding, salary schedules are close approximations of actual salary

## Department Director Salary Table

| Classification | Minimum Monthly Salary | Maximum Monthly Salary |
|---|---|---|
| Assistant City Manager | Not Budgeted at this time | Not Budgeted at this time |
| Chief Information Officer | 11,248 | 13,672 |
| Development Services Director | 11,311 | 13,732 |
| Director of Municipal Utilities and Public Works Engineering/City Engineer | 12,416 | 15,093 |
| Finance Director | 11,248 | 13,672 |
| Fire Chief | 12,972 | 15,766 |
| Human Resources/Risk Management Director | 10,444 | 12,697 |
| Police Chief | 12,986 | 17,568 |
| Quality of Life Director | 11,818 | 14,365 |

## City Manager and City Attorney Salary Schedule

| Classification | Minimum Annual Salary | Maximum Annual Salary |
|---|---|---|
| City Attorney | 220,000 | 240,000 |
| City Manager | 250,000 | 270,000 |

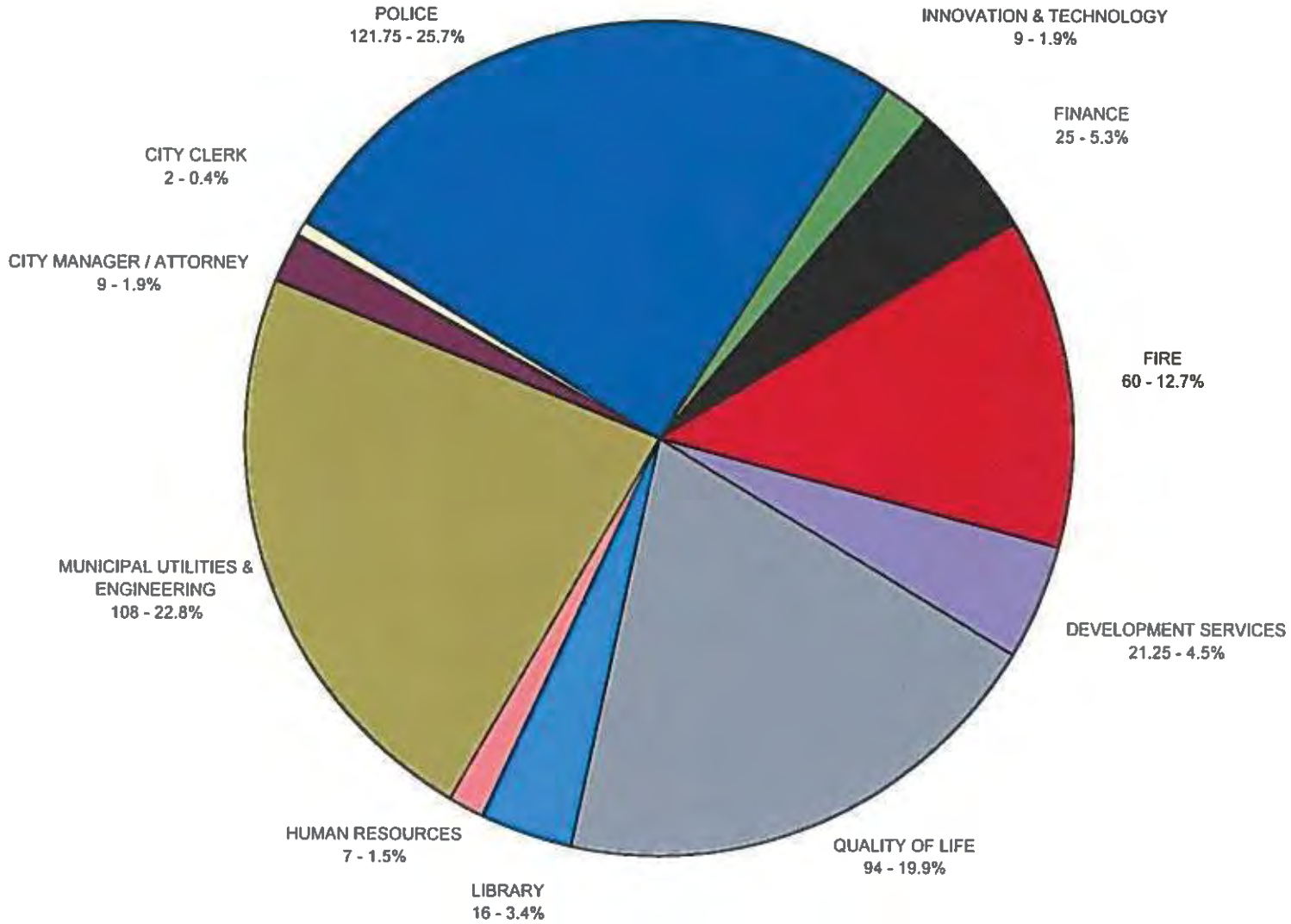
City of
# REDLANDS

**EMPLOYEES INCLUDED:**
*Part-time Classifications*
*Effective July 2015*

| CLASSIFICATION TITLE | HOURLY RATE/RANGE | |
|---|---|---|
| Account Technician | | 16.32 |
| Administrative Assistant | | 15.53 |
| Adult Literacy Coordinator | | 26.50 |
| Applied Technology Specialist | | 25.76 |
| Background Investigator I/II | 30.00 | 35.00 |
| Building Maintenance Worker | | 19.87 |
| Business License Inspector | | 25.72 |
| Camera Operator | 16.95 | 18.69 |
| Camera System Technician | | 30.00 |
| Cemetery Aide | | 14.64 |
| Community Service Officer I/II | 18.16 | 20.06 |
| Customer Service Representative I/II | 15.49 | 17.11 |
| Dispatcher I/II | 19.47 | 21.52 |
| DoIT Client Services Intern | | 15.00 |
| DoIT GIS Intern | | 15.00 |
| EMS Quality Assurance Nurse | | 32.00 |
| Environmental Technician | | 21.00 |
| Equipment Operator OIT | | 16.65 |
| Fire Prevention Inspector | | 23.80 |
| Fire Prevention Technician | | 20.00 |
| Grounds Maintenance Worker | | 15.53 |
| HR Intern | | 10.00 |
| Kennel Attendant | | 14.45 |
| Library Caretaker | | 15.38 |
| Library Clerk | | 14.49 |
| Library Page | | 10.00 |
| Maintenance Worker | | 15.84 |
| Market Assistant | | 14.11 |
| Museum Attendant | | 11.38 |
| OSPC Planner | | 28.00 |
| Planning Intern | | 10.00 |
| Police Cadet | | 15.41 |
| Police ID Technician Trainee | | 15.41 |
| Program Aide | | 10.08 |
| Program Assistant | | 14.11 |
| Purchasing Clerk | | 17.15 |
| Solid Waste Collector | | 15.00 |
| Technical Services Clerk | | 15.53 |

CITY OF REDLANDS
INCORPORATED 1888

# CITY OF REDLANDS
# 473 FULL-TIME POSITIONS
# BY DEPARTMENT




Total full time positions differs from salary resolution due to elected and contract employees being included.

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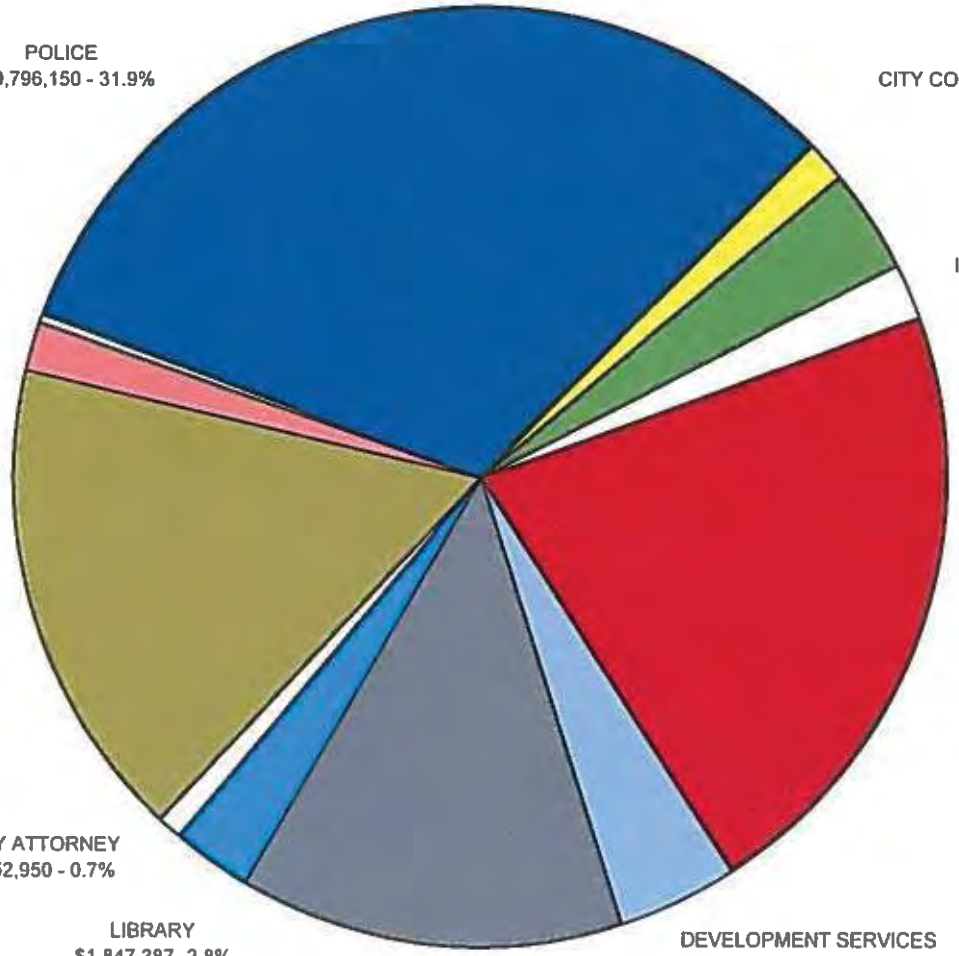
# CITY OF REDLANDS
## SALARIES & BENEFITS - FULL & PART-TIME POSITIONS
## BY DEPARTMENT
## $65,219,172




Human Resources includes $200,000 for the Tuition Reimbursement Program

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# City of Redlands
# 2015-2016
# Adopted Budget

## General Government

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

- City Council
- City Clerk
- City Manager
- Innovation and Technology
- Finance
- City Attorney
- Human Resources

City of Redlands
2015-2016
Adopted Budget

REVENUE DETAIL

| | 2013-14 ACTUAL (AUDITED) | 2014-15 ADJUSTED BUDGET | 2014-15 12 MONTH ESTIMATED | 2015-16 COUNCIL ADOPTED |
|---|---|---|---|---|
| **PROPERTY TAXES** | | | | |
| 3000 Current Secured Taxes | 20,809,305 | 20,795,000 | 21,453,069 | 22,698,000 |
| 3001 Current Unsecured Taxes | 573,677 | 585,000 | 601,156 | 620,000 |
| 3002 Supplemental Secured Taxes | 208,615 | 125,000 | 209,157 | 210,000 |
| 3003 Supplemental Unsecured Taxes | 12,079 | 10,000 | 21,000 | 25,000 |
| 3004 Secured PY Taxes | 696,923 | 525,000 | 415,000 | 425,000 |
| 3005 Unsecured PY Taxes | 9,693 | 15,000 | 10,000 | 10,000 |
| 3006 Supplemental PY Taxes | 95,607 | 110,000 | 129,146 | 125,000 |
| 3007 Possessory Interest Taxes | 268,508 | 265,000 | 289,720 | 298,000 |
| TOTAL PROPERTY TAXES | 22,674,407 | 22,430,000 | 23,128,248 | 24,411,000 |
| **OTHER TAXES** | | | | |
| 3019 Sales Tax Compensation | 2,847,122 | 2,776,351 | 2,792,840 | 1,537,287 |
| 3020 Sales and Use Tax | 10,572,296 | 10,980,649 | 11,159,160 | 14,031,713 |
| 3023 Pub Safety Sales Tax | 760,375 | 780,000 | 814,230 | 855,000 |
| 3030 Property Transfer Tax | 272,847 | 300,000 | 315,000 | 345,000 |
| 3040 Transient Occupancy Tax | 948,164 | 945,000 | 960,000 | 977,000 |
| 3050 Franchise Fees | 3,235,114 | 3,156,000 | 3,737,290 | 3,485,788 |
| 3060 Mining Tax | 256,904 | 255,000 | 350,000 | 350,000 |
| TOTAL OTHER TAXES | 18,892,822 | 19,193,000 | 20,128,520 | 21,581,788 |
| TOTAL TAXES | 41,567,229 | 41,623,000 | 43,256,768 | 45,992,788 |
| **OTHER REVENUES** | | | | |
| 3100 Business License | 3,305,534 | 3,280,000 | 3,280,000 | 3,325,000 |
| 3101 Dog License | 92,040 | 79,575 | 79,575 | 80,000 |
| 3170 Code Enforcement/Admin Citation | 700 | 0 | 0 | 0 |
| 3195 Miscellaneous Permit | 2,856 | 3,000 | 2,000 | 2,750 |
| 3210 Motor Vehicle Fees | 30,515 | 0 | 29,476 | 0 |
| 3215 Mandated Cost Reimbursement | 48,349 | 35,000 | 35,000 | 40,000 |
| 3250 Federal Grants | 20,827 | 57,362 | 123,680 | 0 |
| 3255 Federal Reimbursement | 1,335 | 0 | 0 | 0 |
| 3305 Cost Recover/Reimb Expenditure | 4,732 | 86,000 | 126,321 | 87,500 |
| 3309 Application/Filing Fee | 162,957 | 160,000 | 160,000 | 170,000 |
| 3315 City Attny Services | 63,178 | 65,000 | 127,295 | 135,000 |

City of Redlands
2015-2016
Adopted Budget

REVENUE DETAIL

| | 2013-14 ACTUAL (AUDITED) | 2014-15 ADJUSTED BUDGET | 2014-15 12 MONTH ESTIMATED | 2015-16 COUNCIL ADOPTED |
|---|---|---|---|---|
| **OTHER REVENUES (CONT)** | | | | |
| 3400 City Ordinance Violation | 32,680 | 25,000 | 65,000 | 50,000 |
| 3412 General Gov't Overhead | 3,313,006 | 3,518,170 | 3,518,170 | 3,518,170 |
| 3510 Investment Income | 201,166 | 75,000 | 125,000 | 130,000 |
| 3512 Returned Check Charge | 351 | 500 | 500 | 500 |
| 3515 Land Sale Proceeds | 0 | 0 | 0 | 770,000 |
| 3516 Sale of Surplus Property | 7,418 | 3,000 | 2,530 | 3,000 |
| 3530 Miscellaneous Receipts | 64,593 | 20,000 | 59,248 | 25,000 |
| 3540 Other Grants | 0 | 2,500 | 2,500 | 0 |
| 3590 Donations | 13,040 | 40,000 | 10,000 | 10,000 |
| 3760 Bad Debt Recovery | 7,733 | 5,500 | 5,500 | 5,500 |
| TOTAL OTHER REVENUE | 7,373,010 | 7,455,607 | 7,751,795 | 8,352,420 |
| | | | | |
| TOTAL GENERAL GOVERNMENT | 48,940,239 | 49,078,607 | 51,008,563 | 54,345,208 |
| | | | | |
| **AIR QUALITY IMPROVEMENT (221)** | | | | |
| 3510 Investment Income | 7,188 | 4,500 | 5,000 | 5,000 |
| 3710 AB2766 Subvention AQMD | 87,110 | 81,000 | 81,000 | 81,000 |
| TOTAL AIR QUALITY IMPROVEMENT | 94,298 | 85,500 | 86,000 | 86,000 |
| | | | | |
| **GENERAL DEBT SERVICE (305)** | | | | |
| 3000 Current Secured Taxes | 665,278 | 0 | 23,226 | 0 |
| 3006 Supplemental PY Taxes | 16,302 | 0 | 13,644 | 0 |
| 3009 Supplemental - Voter Approved | 15,781 | 0 | 14,031 | 0 |
| 3510 Investment Income | 21,395 | 1,000 | 10,554 | 0 |
| TOTAL GENERAL DEBT SERVICE | 718,756 | 1,000 | 61,455 | 0 |
| | | | | |
| **RDLS PUBLIC IMPROVEMENT (311)** | | | | |
| 3510 Investment Income | (3,728) | 0 | 0 | 0 |
| TOTAL RDLS PUBLIC IMPROV | (3,728) | 0 | 0 | 0 |

City of Redlands
2015-2016
Adopted Budget

REVENUE DETAIL

| | 2013-14 ACTUAL (AUDITED) | 2014-15 ADJUSTED BUDGET | 2014-15 12 MONTH ESTIMATED | 2015-16 COUNCIL ADOPTED |
|---|---|---|---|---|
| **LIABILITY SELF-INSURANCE (602)** | | | | |
| 3510 Investment Income | (4,403) | 3,000 | 14,631 | 3,000 |
| 3530 Miscellaneous Receipts | 6,714 | 15,000 | 10,381 | 15,000 |
| TOTAL LIABILITY SELF-INSURANCE | 2,311 | 18,000 | 25,012 | 18,000 |
| **INFORMATION TECHNOLOGY (604)** | | | | |
| 3305 Cost Recover/Reimb Expenditure | 0 | 0 | 1,037 | 0 |
| 3393 Internal Svc Rcpts: General Fund | 1,645,748 | 1,772,804 | 1,896,290 | 2,213,561 |
| 3394 Internal Svc Rcpts: Non-Gen Fund | 848,844 | 1,163,971 | 1,168,921 | 1,296,151 |
| 3510 Investment Income | 4,263 | 2,100 | 2,100 | 2,100 |
| TOTAL INFORMATION TECHNOLOGY | 2,498,855 | 2,938,875 | 3,068,348 | 3,511,812 |
| **WRK COMP SELF-INSURANCE (606)** | | | | |
| 3510 Investment Income | 8,753 | 3,000 | 7,472 | 3,000 |
| 3530 Miscellaneous Receipts | 219 | 0 | 0 | 0 |
| 3750 Worker's Comp Receipts | 1,814,986 | 1,641,545 | 2,241,545 | 2,044,225 |
| TOTAL WRK COMP SELF-INSURANCE | 1,823,958 | 1,644,545 | 2,249,017 | 2,047,225 |
| **UTILITY BILLING (608)** | | | | |
| 3385 Water Turn-On | 84,670 | 80,000 | 80,000 | 80,000 |
| 3390 Utility Billing Service | 875,000 | 875,000 | 875,000 | 875,000 |
| 3510 Investment Income | 19,897 | 10,000 | 20,000 | 20,000 |
| 3511 Finance Charges | 483,042 | 425,000 | 450,000 | 450,000 |
| 3512 Returned Check Charge | 11,725 | 9,700 | 11,445 | 10,000 |
| 3530 Miscellaneous Receipts | 32,756 | 30,000 | 30,000 | 30,000 |
| 3760 Bad Debt Recovery | 3,280 | 0 | 2,500 | 0 |
| TOTAL UTILITY BILLING | 1,510,370 | 1,429,700 | 1,468,945 | 1,465,000 |
| **COMM FAC DIST TRUST (710)** | | | | |
| 3305 Cost Recover/Reimb Expenditure | 1,438,809 | 1,408,000 | 1,440,000 | 1,440,000 |
| 3510 Investment Income | 31,407 | 5,000 | 30,000 | 30,000 |
| TOTAL COMM FAC DIST TRUST | 1,470,216 | 1,413,000 | 1,470,000 | 1,470,000 |

# City of Redlands
# 2015-2016
# Adopted Budget

## City Council

**Mission Statement:**

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

**Departmental Goals:**

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

**Program Description:**

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

**Program Objectives:**

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

**Significant Program Changes:**

None

City of Redlands
2015-2016
Adopted Budget

**DEPARTMENT/DIVISION**
CITY COUNCIL

**FUND**
GENERAL FUND

**ORGKEY**
101100

| | 2013-14 ACTUAL (AUDITED) | 2014-15 ADJUSTED BUDGET | 2014-15 12 MONTH ESTIMATED | 2015-16 COUNCIL ADOPTED |
|---|---|---|---|---|
| **SALARIES AND BENEFITS** | | | | |
| 4000 Full Time Salaries | 73,595 | 80,924 | 80,924 | 84,987 |
| 4010 Overtime Salaries | 114 | 0 | 86 | 0 |
| 4015 Banked Leave Buy Back | 1,600 | 1,198 | 1,698 | 1,530 |
| 4050 Pension Contributions | 10,902 | 9,509 | 9,509 | 10,419 |
| 4051 Fica/Medicare | 5,745 | 6,061 | 6,061 | 6,627 |
| 4053 Deferred Compensation | 1,237 | 1,237 | 1,237 | 1,283 |
| 4055 Health/Dental Insurance | 7,618 | 6,525 | 6,922 | 6,755 |
| 4056 Worker's Comp Insurance | 4,797 | 5,162 | 5,162 | 6,428 |
| 4058 Unemployment Insurance | 206 | 304 | 304 | 304 |
| 4059 Life Insurance | 93 | 93 | 93 | 69 |
| 4081 Eyecare Reimbursement | 90 | 158 | 158 | 158 |
| 4085 Other Taxable Benefits | 98 | 105 | 105 | 105 |
| TOTAL SALARIES AND BENEFITS | 106,095 | 111,276 | 112,259 | 118,664 |
| **SERVICES** | | | | |
| 5140 Legal Services | 47,728 | 30,000 | 50,000 | 25,000 |
| 5190 Other Professional Services | 65,008 | 30,000 | 25,000 | 30,000 |
| 5240 Meeting & Professional Devlpmt | 0 | 2,000 | 0 | 0 |
| 5255 Travel Reimbursement | 555 | 500 | 500 | 500 |
| 5270 Printing and Binding | 2,105 | 3,000 | 1,800 | 3,000 |
| 5275 Postage | 107 | 300 | 200 | 300 |
| 5303 Telephone | 2,179 | 3,150 | 3,150 | 3,150 |
| 5395 Info Technology Services Charge | 17,982 | 17,982 | 17,982 | 16,277 |
| 5490 Other Insurance | 2,720 | 3,000 | 2,618 | 3,000 |
| 5570 Office Equip & Furn Rent | 3,303 | 3,394 | 3,394 | 3,394 |
| 5760 Special Program Expenditures | 0 | 0 | 0 | 100,000 |
| 5800 Subscriptions & Memberships | 49,689 | 48,325 | 48,000 | 54,325 |
| 5990 Reimbursed Expenditures | 27,863 | 0 | 0 | 0 |
| TOTAL SERVICES | 219,239 | 141,651 | 152,644 | 238,946 |

City of Redlands
2015-2016
Adopted Budget

**DEPARTMENT/DIVISION**
CITY COUNCIL

| **FUND** | | | | **ORGKEY** |
|---|---|---|---|---|
| GENERAL FUND | | | | 101100 |
| | 2013-14 ACTUAL (AUDITED) | 2014-15 ADJUSTED BUDGET | 2014-15 12 MONTH ESTIMATED | 2015-16 COUNCIL ADOPTED |
| **SUPPLIES** | | | | |
| 6140 Office Supplies | 1,541 | 1,500 | 1,500 | 1,500 |
| 6590 Special Departmental Supplies | 0 | 16,000 | 16,000 | 1,000 |
| TOTAL SUPPLIES | 1,541 | 17,500 | 17,500 | 2,500 |
| **FIXED ASSETS** | | | | |
| 7150 Other Betterments/Imprvoments | 0 | 0 | 0 | 25,000 |
| TOTAL SUPPLIES | 0 | 0 | 0 | 25,000 |
| DEPARTMENT TOTAL | 326,875 | 270,427 | 282,403 | 385,110 |

# City of Redlands
# 2015-2016
# Adopted Budget

## City Clerk

### Mission Statement:

The City Clerk's Office seeks to provide the best possible service to the residents, local staff and leadership of the City of Redlands. We strive to provide public access to all aspects of information pertaining to city government. We enhance citizen awareness through coordination of hearing notices, agenda publication and meeting minute dissemination to City staff, other public agencies, and the public; provide legislative support to the Mayor and City Council; provide election support to officeholders, candidates, and petitioners; and oversee records management for the entire City staff. This will be done accurately, promptly, efficiently, and in a friendly and helpful manner. We seek to make every contact with our customers positive and responsive to their needs.

### Departmental Goals:

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

### Sustainability Efforts:

- Emphasis on electronic format for all records requests
- Scanning of City Council, Successor Agency to the Redevelopment Agency and Financing Authority minutes and agendas for electronic access on the City's shared network drive and website.
- Ongoing effort to digitize all record files for electronic access.

### Performance Measures:

- Add 5,000 documents annually to the digital records data base
- Provide automated records research and retrieval training and access to at least one staff member per Department
- Provide on-line records research capability to the public

### Program Description:

The City Clerk is the record keeper and the guardian of our democratic process. In Redlands, the City Clerk is an elected official and is responsible directly to the voters. Deputies may be appointed by the City Clerk and hold office at the pleasure of the City Clerk. This program has one full-time budgeted position in addition to the elected official to provide service to the public, the City Council, the City Manager, and all administrative departments.

Program Objectives:

- Administer and file oaths of office
- Assist the County Registrar of Voters during primary, general and special elections
- Conduct general municipal elections and special municipal elections in accordance with the California Elections Code and coordinate ballot measures, arguments, and impartial analysis
- Fulfill duties as filing officer for campaign statements for officeholders, candidates, and political action committees
- Act as Custodian of the City Seal
- Act as Custodian of the City's vital records from 1888-1964
- Disseminate information relative to City Council actions to appropriate parties
- Fulfill duties as Financial Disclosure Officer for conflict of interest filings for 65 designated positions and various consultants and attorneys
- Coordinate legal publications and notices of ordinances, resolutions, and public hearings in a timely manner in accordance with law
- Follow legal procedures for noticing regular, adjourned and special meetings of the City Council, the Successor Agency to the Redevelopment Agency and the Redlands Financing Authority
- Maintain a comprehensive general index of above proceedings, and all ordinances, resolutions, contracts and agreements, and deeds
- Maintain an open, diplomatic and neutral relationship with news media
- Maintain the Redlands Municipal Code
- Research, disseminate and provide information regarding City records as necessary
- Automate records retrieval to include internet access of all pertinent information
- Act as secretary to the Successor Agency to the Redevelopment Agency and maintain an accurate record of their proceedings through a comprehensive general index of all minutes, resolutions, contracts, agreements, and deeds
- Act as secretary to the Redlands Financing Authority and maintain an accurate record of their proceedings through a comprehensive general index of all minutes, resolutions, contracts, agreements, and deeds

Significant Program Changes

The FY 2015-2016 Program includes funding for document scanning and the conversion of the records database to software consistent with that utilized by other City staff agencies.

Accomplishments for Fiscal Year 2014-2015:

This office continues to operate effectively and efficiently to provide a high standard of customer satisfaction. The service provided by the City Clerk's office to the public, the City Council and staff has not waivered. We continue to decrease turn around times for information requests and have met our schedule goals for publishing meeting minutes and public notices.

- Coordinated the actions required for the nomination and election of three City Council Members
- Administered the process for the appointment of a City Council Member to fill the remaining term of a Member elected to higher office
- Coordinated the submission of economic interest statements from sixty-five elected officials, appointed commissioners and designated staff members
- Managed the biannual campaign finance reporting from seven candidates, seven incumbent elected officials and eight election committees
- Continued efforts to implement a computerized documentation management program

City of Redlands
2015-2016
Adopted Budget

**DEPARTMENT/DIVISION**
CITY CLERK

**FUND**
GENERAL FUND

**ORGKEY**
101110

| | 2013-14 ACTUAL (AUDITED) | 2014-15 ADJUSTED BUDGET | 2014-15 12 MONTH ESTIMATED | 2015-16 COUNCIL ADOPTED |
|---|---|---|---|---|
| **SALARIES AND BENEFITS** | | | | |
| 4000 Full Time Salaries | 70,968 | 97,828 | 101,440 | 103,384 |
| 4005 Salaries: Part Time | 22,333 | 0 | 0 | 0 |
| 4010 Overtime Salaries | 91 | 0 | 52 | 0 |
| 4050 Pension Contributions | 729 | 5,735 | 5,473 | 6,472 |
| 4051 Fica/Medicare | 7,165 | 9,649 | 8,104 | 7,924 |
| 4053 Deferred Compensation | 1,845 | 1,845 | 1,845 | 1,845 |
| 4055 Health/Dental Insurance | 12,337 | 21,028 | 12,418 | 16,500 |
| 4056 Worker's Comp Insurance | 1,199 | 2,065 | 2,065 | 2,571 |
| 4057 Disability Insurance | 0 | 0 | 0 | 309 |
| 4058 Unemployment Insurance | 728 | 868 | 1,104 | 868 |
| 4059 Life Insurance | 73 | 126 | 129 | 126 |
| 4081 Eyecare Reimbursement | 0 | 225 | 225 | 225 |
| 4084 Clothing Cash Payment | 0 | 200 | 200 | 200 |
| 4085 Other Taxable Benefits | 275 | 0 | 4,240 | 4,550 |
| TOTAL SALARIES AND BENEFITS | 117,743 | 139,569 | 137,294 | 144,974 |
| **SERVICES** | | | | |
| 5103 Software Support & Maintenance | 0 | 0 | 0 | 14,758 |
| 5196 Elections | 2 | 70,000 | 70,000 | 20,000 |
| 5240 Meeting & Professional Devlpmt | 670 | 670 | 670 | 0 |
| 5270 Printing and Binding | 758 | 500 | 500 | 500 |
| 5275 Postage | 661 | 700 | 700 | 700 |
| 5280 Advertising | 17,802 | 25,000 | 25,000 | 25,000 |
| 5303 Telephone | 1,136 | 1,200 | 1,200 | 1,200 |
| 5395 Info Technology Services Charges | 13,406 | 13,406 | 13,406 | 23,493 |
| 5570 Office Equip & Furn Rent | 2,347 | 2,431 | 2,431 | 2,431 |
| 5800 Subscriptions & Memberships | 170 | 160 | 170 | 340 |
| 5880 Special Contractual Services | 1,171 | 4,000 | 4,599 | 4,000 |
| TOTAL SERVICES | 38,123 | 118,067 | 118,676 | 92,422 |

City of Redlands
2015-2016
Adopted Budget

**DEPARTMENT/DIVISION**
CITY CLERK

**FUND**
GENERAL FUND

**ORGKEY**
101110

| | 2013-14 ACTUAL (AUDITED) | 2014-15 ADJUSTED BUDGET | 2014-15 12 MONTH ESTIMATED | 2015-16 COUNCIL ADOPTED |
|---|---|---|---|---|
| **SUPPLIES** | | | | |
| 6140 Office Supplies | 698 | 1,000 | 1,000 | 1,000 |
| TOTAL SUPPLIES | 698 | 1,000 | 1,000 | 1,000 |
| DEPARTMENT TOTAL | 156,564 | 258,636 | 256,970 | 238,396 |

# City of Redlands
# 2015-2016
# Adopted Budget

## City Manager

**Mission Statement:**

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

**Departmental Goals:**

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

**Sustainability Efforts:**

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

**Program Description:**

The City Manager's Office is responsible for the implementation and execution of administrative policies, procedures and programs adopted by the City Council. This requires effective leadership, planning and research as well as ongoing evaluation of the City's available resources. The City Manager's office establishes and maintains appropriate management controls to ensure all departments adhere to the City Council's direction and goals while observing ethical and legal policies and regulations.

The City Manger's office also oversees Redlands TV (RTV), the City's government access cable TV facilities and operation. RTV televises and records live events, such as City Council and Planning Commission meetings. It also broadcasts regular replays of these meetings and tape-delayed televising of other City functions. In addition, the RTV office creates or contracts original informational videos highlighting City services and programs. RTV also provides a Community Events Bulletin Board, listing public service messages, that runs whenever video segments are not on the air. Redlands TV programming is available to cable television subscribers through Time-Warner Cable (Channel 3) and Verizon Cable (Channel 35) services.

The City Manager's office also facilitates the City's Emergency Management and Preparedness Program. The program is dedicated to developing and providing training and education in emergency management, preparedness, and response to City Personnel, City Emergency Managers as well as the Citizens of Redlands.

**Program Objectives:**

- Provide leadership, management and direction to all City departments
- Compile and distribute agenda packets for all Council meetings

- Oversee the preparation of the annual budget
- Guide the City's Strategic Plan and Vision
- Be available to the public as the need arises
- Maintain effective working relationships with other City, County, State and Federal agencies

Public Information

- Regularly televise all City Council and Planning Commission meetings with scheduled replays intended to provide access for all Redlands citizens
- Provide a forum for community events and public service messages relevant to Redlands audiences
- Use available video technology and media to provide an outlet, informing Redlands residents of available City events and services or specific public service information
- Develop a series of business profile videos in cooperation with the Economic Development activities of the Development Services Department that highlight locally owned and operated businesses. The video program is part of the City's participation in the 3/50 Project, an economic development effort to promote the advantages to consumers of keeping their spending dollars in Redlands

Emergency Management & Preparedness Program

- Update and maintain the City's Emergency Operations, Flood and Local Hazard Mitigation Plan. Continual maintenance of the plans is required in order for the City to received grant funding opportunities by the State of California and the Federal Government as well as receives disaster recovery monies after an emergency.
- Develop and coordinate with American Red Cross, Redlands Unified School and the County of San Bernardino Office of Emergency Services on the mass care and sheltering needs of the city as well as evacuation process of the citizens within the city and their animals. The sheltering and evacuation needs will include the Access and Functional Needs community.
- Establish, maintain, and operate a viable, Emergency Operations Center to insure the readiness of the city.
- Provide maintenance, updates to the system and community outreach on the City's Emergency Notification System.
- Coordinate with local, county, and state agencies and organizations through mutual aid and mitigation agreements for disaster training.
- Develop NIMS compliance training program for all city employees.
- Develop an exercise program to include; table top, functional and full scale training to all EOC responders.
- Develop and implement a community outreach program to include, CERT, BERTT, Teen CERT and citizen corps.
- Develop a communication partnership with the Redlands Emergency Communication Group to assist with mass care and shelter needs.
- Develop a partnership with the FBO (Faith-based Community) for donation management needs)

**Significant Program Changes:**

None

**Accomplishments for Fiscal Year 2014-2015:**

- Developed a balanced budget while building fund balance and reserves that total more than $17 million or 31% of General Fund expenditures in the approved FY 2015-2016 budget
- Provided leadership, management and direction to all City departments
  - Designed funding plan and directed update to the City's General Plan
  - Directed development of the Orange Street Alley Project
  - Directed development of the Hillside Memorial Park Cemetery Business Plan and Capital Improvement Plan

- Directed development of the Heritage Park Master Plan
- Directed continued implementation of the City's Street Paving program (PARIS)

- Promoted transparency in government through:
  - Web-streaming of live City Council meetings and archived meeting videos
  - Live broadcasting of forty-eight (48) City meeting on Redlands TV
  - Web posting of City Council meeting agenda reports
- Promoted open, clear and frequent communication through:
  - Social networking pages for the City including multiple Facebook pages for City Hall, Police, Fire, Police Business Liaison, Recreation, Senior Services, Downtown Redlands, Animal Shelter and Cultural Arts Commission; Twitter feeds for City Hall and Police; YouTube channels for City, Police and Animal Control; Instagram accounts for Police and Downtown Redlands
  - Monitored community social networking sites, kept staff apprised of public reactions to City issues and responded when appropriate
  - Redlands 311 mobile app
  - City's Speakers Bureau
  - Issuance of approximately 275 press releases promoting City activities and economic development, providing public safety information, and providing information of City Council actions
  - Issued three quarterly online newsletters (beginning in the Fall of 2014)
  - PIO responded to approximately 300 unique press requests not related to press releases
  - PIO responded to approximately 180 unique public requests for information or service
- Provided staff liaison to the City's Federal Advocates
- Provided staff liaison to the State Assemblyman's Office
- Provided staff liaison to the City's Cultural Arts Commission
- Provided staff to the City's Animal Control Board
- Assisted in planning and coordinating the Mayor's annual State of the City event, including:
  - Production of four videos
  - Drafting the Mayor's State of the City address
  - Assisting Council Members with additional presentations
  - Coordinating the communitywide initiative
  - Coordinating awards nomination and selection process
- Produced and presented videos promoting City services and activities; examples include the Annual Christmas Parade and the annual Veterans Day Parade
- Produced and presented 42 Pet of the Week videos , 3 Water Conservation videos and 1 Video on panhandling
- Assisted in Police Press Conference and DVD copies to all media in different formats
- Produced 4 cooking videos on behalf of Recreation Division and Economic Development Office
- Provided support to all other departments and City Council in media interviews
- Monitored press coverage of the City, including newspapers, television and radio and provided periodic news digests to staff and elected officials
- Provided support to all City departments in preparing memos and other written communication for both internal and external distribution
- Monitored progress of the Strategic Plan's planned activities for FY 2014-2015
- Coordinated and assembled 24 City Council Regular Meeting Agenda Packets and 7 City Council Special Meeting Agenda Packets
- Coordinated City Council Meeting E-Agenda packets
- Coordinated and processed 425 resident service requests
- Processed 31 film permits for filming in Redlands and provided follow-up reports on economic activity generated
- Provided staff liaison to the City's Disaster Council
- Secured recovery dollars for the 2014 August Severe Storms in the amount of $155,650.54
- Trained 120 students in Community Emergency Response Team
- Secured $50,000 in equipment for the Community Emergency Response Team Training Program
- Coordinated participation in the 2014 Shakeout exercise by evacuating all of City Hall
- Coordinated workshop for the City's Continuity of Operations Plan

City of Redlands
2015-2016
Adopted Budget

**DEPARTMENT/DIVISION**
CITY MANAGER

**FUND**
GENERAL FUND

**ORGKEY**
101120

| | 2013-14 ACTUAL (AUDITED) | 2014-15 ADJUSTED BUDGET | 2014-15 12 MONTH ESTIMATED | 2015-16 COUNCIL ADOPTED |
|---|---|---|---|---|
| **SALARIES AND BENEFITS** | | | | |
| 4000 Full Time Salaries | 307,277 | 276,939 | 272,402 | 281,082 |
| 4005 Salaries: Part Time | 7,917 | 0 | 7,632 | 0 |
| 4010 Overtime Salaries | 151 | 1,300 | 250 | 500 |
| 4015 Banked Leave Buy Back | 57,615 | 41,062 | 41,062 | 41,406 |
| 4050 Pension Contributions | 71,154 | 60,465 | 62,228 | 67,646 |
| 4051 Fica/Medicare | 17,720 | 14,196 | 16,414 | 15,635 |
| 4053 Deferred Compensation | 7,661 | 6,514 | 6,413 | 6,462 |
| 4055 Health/Dental Insurance | 28,572 | 22,819 | 24,577 | 25,580 |
| 4056 Worker's Comp Insurance | 23,983 | 12,876 | 12,876 | 16,034 |
| 4057 Disability Insurance | 0 | 0 | 50 | 142 |
| 4058 Unemployment Insurance | 754 | 703 | 707 | 855 |
| 4059 Life Insurance | 120 | 102 | 130 | 124 |
| 4080 Vehicle Allowance | 9,600 | 9,600 | 9,600 | 9,600 |
| 4081 Eyecare Reimbursement | 314 | 364 | 364 | 443 |
| 4084 Clothing Cash Payment | 277 | 0 | 0 | 70 |
| 4085 Other Taxable Benefits | 0 | 114 | 285 | 243 |
| TOTAL SALARIES AND BENEFITS | 533,115 | 447,053 | 454,990 | 465,822 |
| **SERVICES** | | | | |
| 5190 Other Professional Services | 6,515 | 6,000 | 130 | 6,000 |
| 5240 Meeting & Professional Devlpmt | 3,528 | 2,500 | 715 | 3,000 |
| 5255 Travel Expense Reimbursement | 3,728 | 4,000 | 2,187 | 4,000 |
| 5270 Printing and Binding | 1,180 | 1,000 | 500 | 1,000 |
| 5275 Postage | 147 | 450 | 100 | 450 |
| 5303 Telephone | 3,476 | 4,200 | 4,200 | 4,200 |
| 5392 License & Permits | 1,313 | 1,600 | 1,987 | 2,000 |
| 5395 Info Technology Services Charges | 16,746 | 16,746 | 16,746 | 70,664 |
| 5580 Communication Svs & Rental | 880 | 1,200 | 1,200 | 1,200 |
| 5760 Special Program Expenditures | 159 | 500 | 6,500 | 1,500 |
| 5800 Subscriptions & Memberships | 1,610 | 2,200 | 1,400 | 2,200 |
| 5840 Training | 0 | 0 | 149 | 500 |

City of Redlands
2015-2016
Adopted Budget

**DEPARTMENT/DIVISION**
CITY MANAGER

**FUND**
GENERAL FUND

**ORGKEY**
101120

| | 2013-14 ACTUAL (AUDITED) | 2014-15 ADJUSTED BUDGET | 2014-15 12 MONTH ESTIMATED | 2015-16 COUNCIL ADOPTED |
|---|---|---|---|---|
| **SERVICES CONTINUED** | | | | |
| 5999 Contingencies - Position Funding | 0 | (38,111) | 0 | 0 |
| TOTAL SERVICES | 39,282 | 2,285 | 35,814 | 96,714 |
| **SUPPLIES** | | | | |
| 6130 Books & Supplies | 0 | 250 | 0 | 250 |
| 6140 Office Supplies | 3,064 | 2,500 | 1,500 | 2,500 |
| 6190 Photo & Copying Supplies | 0 | 500 | 0 | 500 |
| 6560 Food | 0 | 300 | 0 | 300 |
| 6590 Special Departmental Supplies | 95 | 500 | 500 | 500 |
| TOTAL SUPPLIES | 3,159 | 4,050 | 2,000 | 4,050 |
| DIVISION TOTAL | 575,556 | 453,388 | 492,804 | 566,586 |

City of Redlands
2015-2016
Adopted Budget

**DEPARTMENT/DIVISION**
PUBLIC INFORMATION

| **FUND** | | | | **ORGKEY** |
|---|---|---|---|---|
| GENERAL FUND | | | | 101121 |

| | 2013-14 ACTUAL (AUDITED) | 2014-15 ADJUSTED BUDGET | 2014-15 12 MONTH ESTIMATED | 2015-16 COUNCIL ADOPTED |
|---|---|---|---|---|
| **SALARIES AND BENEFITS** | | | | |
| 4000 Full Time Salaries | 153,830 | 160,208 | 161,408 | 168,257 |
| 4010 Overtime Salaries | 2,073 | 1,500 | 3,000 | 3,000 |
| 4015 Banked Leave Buy Back | 7,659 | 7,700 | 8,252 | 9,260 |
| 4050 Pension Contributions | 36,599 | 29,342 | 29,530 | 31,885 |
| 4051 Fica/Medicare | 12,819 | 12,681 | 13,455 | 13,837 |
| 4053 Deferred Compensation | 3,168 | 3,168 | 3,168 | 3,229 |
| 4055 Health/Dental Insurance | 28,156 | 13,438 | 13,982 | 14,116 |
| 4057 Disability Insurance | 596 | 1,046 | 586 | 649 |
| 4058 Unemployment Insurance | 703 | 868 | 704 | 868 |
| 4059 Life Insurance | 126 | 126 | 126 | 126 |
| 4081 Eyecare Reimbursement | 0 | 450 | 450 | 450 |
| 4084 Clothing Cash Payment | 200 | 200 | 200 | 200 |
| 4084 Other Taxable Benefits | 2,780 | 4,350 | 4,381 | 4,350 |
| TOTAL SALARIES AND BENEFITS | 248,709 | 235,078 | 239,242 | 250,227 |
| **SERVICES** | | | | |
| 5190 Other Professional Services | 4,850 | 6,000 | 3,800 | 6,000 |
| 5240 Meeting & Professional Devlpmt | 149 | 500 | 650 | 1,000 |
| 5255 Travel Expense Reimbursement | 571 | 600 | 750 | 1,000 |
| 5395 Info Technology Services Charge | 0 | 0 | 0 | 2,690 |
| 5396 City Garage Charges | 490 | 0 | 0 | 0 |
| 5800 Subscriptions & Memberships | 559 | 550 | 550 | 550 |
| 5840 Training | 0 | 0 | 35 | 500 |
| TOTAL SERVICES | 6,619 | 7,650 | 5,785 | 11,740 |
| **SUPPLIES** | | | | |
| 6140 Office Supplies | 829 | 1,000 | 800 | 1,000 |
| 6180 Turnouts/Uniforms/Sfty Clothing | 490 | 0 | 171 | 0 |
| 6590 Special Departmental Supplies | 2,000 | 1,000 | 325 | 1,000 |
| TOTAL SUPPLIES | 3,319 | 2,000 | 1,296 | 2,000 |

City of Redlands
2015-2016
Adopted Budget

**DEPARTMENT/DIVISION**
PUBLIC INFORMATION

| **FUND** | | | | **ORGKEY** |
|---|---|---|---|---|
| GENERAL FUND | | | | 101121 |
| | 2013-14 ACTUAL (AUDITED) | 2014-15 ADJUSTED BUDGET | 2014-15 12 MONTH ESTIMATED | 2015-16 COUNCIL ADOPTED |
| **FIXED ASSETS** | | | | |
| 7140 All other equipment | 0 | 85,000 | 125,000 | 0 |
| TOTAL FIXED ASSETS | 0 | 85,000 | 125,000 | 0 |
| DIVISION TOTAL | 258,647 | 329,728 | 371,323 | 263,967 |

City of Redlands
2015-2016
Adopted Budget

**DEPARTMENT/DIVISION**
EMERGENCY PREPAREDNESS

**FUND**
GENERAL FUND

**ORGKEY**
101122

| | 2013-14 ACTUAL (AUDITED) | 2014-15 ADJUSTED BUDGET | 2014-15 12 MONTH ESTIMATED | 2015-16 COUNCIL ADOPTED |
|---|---|---|---|---|
| **SALARIES AND BENEFITS** | | | | |
| 4000 Full Time Salaries | 28,647 | 30,090 | 31,077 | 32,544 |
| 4005 Salaries: Part Time | 2,256 | 0 | 3,000 | 3,000 |
| 4010 Overtime Salaries | 66 | 500 | 50 | 0 |
| 4015 Banked Leave Buyback | 0 | 694 | 694 | 751 |
| 4050 Pension Contributions | 5,316 | 5,512 | 5,672 | 6,167 |
| 4051 Fica/Medicare | 2,363 | 2,397 | 2,765 | 2,781 |
| 4053 Deferred Compensation | 967 | 996 | 1,026 | 1,045 |
| 4055 Health/Dental Insurance | 2,765 | 2,793 | 2,731 | 2,691 |
| 4058 Unemployment Insurance | 280 | 152 | 311 | 152 |
| 4059 Life Insurance | 22 | 22 | 22 | 22 |
| 4081 Eyecare Reimbursement | 79 | 79 | 79 | 79 |
| 4085 Other Taxable Benefits | 53 | 52 | 52 | 53 |
| TOTAL SALARIES AND BENEFITS | 42,814 | 43,287 | 47,479 | 49,284 |
| **SERVICES** | | | | |
| 5240 Meeting & Professional Devlpmt | 40 | 4,500 | 1,500 | 4,000 |
| 5255 Travel Expense Reimbursement | 19,486 | 4,500 | 3,500 | 4,000 |
| 5270 Printing and Binding | 1,140 | 1,500 | 800 | 1,000 |
| 5275 Postage | 283 | 500 | 300 | 500 |
| 5303 Telephone | 14,799 | 16,000 | 16,000 | 16,000 |
| 5340 Machinery & Equip Maintenance | 0 | 2,240 | 1,900 | 2,240 |
| 5395 Info Technology Services Charge | 6,583 | 6,853 | 6,853 | 19,752 |
| 5396 City Garage Charges | 0 | 0 | 490 | 445 |
| 5760 Special Program Expenditures | 0 | 1,500 | 1,500 | 1,500 |
| 5800 Subscriptions & Memberships | 0 | 1,570 | 1,570 | 1,570 |
| 5840 Training | 0 | 10,000 | 9,000 | 5,000 |
| 5880 Special Contractual Services | 0 | 0 | 5,500 | 0 |
| TOTAL SERVICES | 42,331 | 49,163 | 48,913 | 56,007 |

City of Redlands
2015-2016
Adopted Budget

**DEPARTMENT/DIVISION**
EMERGENCY PREPAREDNESS

**FUND**
GENERAL FUND

**ORGKEY**
101122

| | 2013-14 ACTUAL (AUDITED) | 2014-15 ADJUSTED BUDGET | 2014-15 12 MONTH ESTIMATED | 2015-16 COUNCIL ADOPTED |
|---|---|---|---|---|
| **SUPPLIES** | | | | |
| 6140 Office Supplies | 3,004 | 1,500 | 500 | 1,000 |
| 6180 Turnouts/Uniforms/Sfty Clothing | 1,060 | 600 | 428 | 600 |
| 6190 Photo & Copying Supplies | 96 | 1,500 | 1,000 | 1,000 |
| 6210 Repair & Maintenance Supplies | 0 | 0 | 0 | 1,500 |
| 6375 Computer Components | 59,190 | 41,014 | 41,014 | 5,000 |
| 6500 Office Equipment & Furniture | 0 | 16,657 | 1,500 | 2,000 |
| 6560 Food | 150 | 2,000 | 1,500 | 2,000 |
| 6590 Special Departmental Supplies | 19,090 | 23,347 | 23,347 | 0 |
| TOTAL SUPPLIES | 82,590 | 86,618 | 69,289 | 13,100 |
| **FIXED ASSETS** | | | | |
| 7100 Motor Vehicle | 0 | 0 | 16,800 | 0 |
| 7270 Building Construction | 0 | 0 | 10,275 | 0 |
| TOTAL FIXED ASSETS | 0 | 0 | 27,075 | 0 |
| DIVISION TOTAL | 167,735 | 179,068 | 192,756 | 118,391 |

City of Redlands
2015-2016
Adopted Budget

**DEPARTMENT/DIVISION**
PRINT SHOP

**FUND**
GENERAL FUND

**ORGKEY**
101125

| | 2013-14 ACTUAL (AUDITED) | 2014-15 ADJUSTED BUDGET | 2014-15 12 MONTH ESTIMATED | 2015-16 COUNCIL ADOPTED |
|---|---|---|---|---|
| **SERVICES** | | | | |
| 5275 Postage | 21 | 0 | 0 | 0 |
| 5303 Telephone | 239 | 350 | 350 | 350 |
| 5340 Office Equipment Maintenance | 2,259 | 0 | 0 | 0 |
| 5570 Office Equip & Furn Rent | 24,188 | 23,000 | 23,000 | 23,000 |
| 5590 Other Rentals | 1,160 | 1,200 | 1,200 | 1,200 |
| 5880 Special Contractual Services | 6,455 | 7,000 | 7,000 | 7,000 |
| 5990 Reimbursed Expenditures | (37,223) | (40,000) | (38,000) | (40,000) |
| TOTAL SERVICES | (2,901) | (8,450) | (6,450) | (8,450) |
| **SUPPLIES** | | | | |
| 6140 Office Supplies | 224 | 250 | 0 | 0 |
| 6190 Photo & Copying Supplies | 1,502 | 1,100 | 1,100 | 1,100 |
| 6500 Office Equipment & Furniture | 519 | 0 | 0 | 0 |
| 6590 Special Departmental Supplies | 284 | 50 | 555 | 500 |
| TOTAL SUPPLIES | 2,529 | 1,400 | 1,655 | 1,600 |
| **FIXED ASSETS** | | | | |
| 7140 All Other Equipment | 0 | 0 | 4,974 | 0 |
| TOTAL FIXED ASSETS | 0 | 0 | 4,974 | 0 |
| DIVISION TOTAL | (372) | (7,050) | 179 | (6,850) |
| DEPARTMENT TOTAL | 1,001,566 | 955,133 | 1,057,062 | 942,094 |

# City of Redlands
# 2015-2016
# Adopted Budget

## Department of Information Technology Services

**Mission Statement:**

The purpose of the Department of Innovation and Technology is to properly understand and align IT services to support City business activities at appropriate levels. The mission of the Department of Innovation and Technology (DoIT) is to identify and deliver effective and integrated Technology Solutions to empower other City departments to achieve and exceed service level expectations.

**Department Goals for 2015-2016:**

- Continual Service Improvement through IT Steering Committee meetings
- Comprehensive City Network Improvements: storage, network capacity, data protection and backup, backup power supplies
- Disaster Recovery Planning and Redundant Failover Site for essential computing services
- Conference Room upgrades: connectivity and audio visual improvements
- Installation of three additional Police Department Cameras: Panorama Point and Citrus Plaza Phase II
- Network Intrusion and Detection Systems
- Open Data Initiatives: online self-service portal for public records
- Continued investment in Mobile Workforce tools (GIS and Apps)
- Website Upgrades: enhancement to the existing platform and design

**Program Description:**

The Department of Innovation and Technology is comprised of three divisions – Enterprise Systems & Networks, GIS and Client Services. The following is an overview of each division's responsibilities.

<u>Enterprise Systems and Networks:</u>

- Sunguard/BiTech financial management system
- EnQuesta Utility Billing and customer management system
- The Laserfiche document imaging system
- ShoreTel Voice over IP Phone System
- Server Room and New Data Center
- Network, Access and Software Security Management
- Data Storage and Redundancy Management
- Consultative Design and Decision Support
- Systems Integration
- Public Safety Network and Systems Support

<u>Geographical Information Systems (GIS) Division</u>

- Development, Implementation and Support of "Mobile Apps" Citywide, both for internal and external users
- Collection, Integration and Standardization of Enterprise GIS data and systems

- Development and Customization of Story Maps and other GIS-enriched online content for the public
- Customized Public GIS Application development on gis.cityofredlands.org
- Crime View Desktop & Crime View Server Implementation and Support
- Daily time-space based animation of Police and Fire Department field asset data
- Support of Rental-ordinance database and billing system
- Support of Reverse-911 system
- Internal Website support and development

Client Services Division

- Desktop Hardware and Systems Support and Management
- Mobility Tools Systems and Support
- Software Licensing and Compatibility Management
- Peripheral Support and Management (printers, plotters, scanners, etc...)
- Virus, Spyware, and Malware Prevention and Detection Management
- Help Desk Administration

**Significant Program Changes:**

None

**Accomplishments for Fiscal Year 2014-2015:**

Implementation of the IT Master Plan: 103 separate initiatives defined by 137 unique projects.

- In FY 2014-2015, 76% of individual projects are either completed, ongoing or started.
  - 24% of projects remain to be started.
- Document Management System
  - The City Council approved an agreement with American Microimaging Inc. to begin implementation of a comprehensive scanning, document storage, and records management system.
- Agenda Management System
  - This software will automate the entire agenda process: from submission of staff reports to publishing the final agenda to the City's website.
- Server Environment Virtualization
  - As a result of additional funding, staff was able to virtualize an additional 40% of servers, making the City's network more reliable and reducing the burden on network administration.
- Enhanced PC Replacement Cycle
  - As a result of additional funding, staff was able to purchase additional computers above and beyond the annual planned and thereby reduced the replacement cycle from 5 years to 4.2 years.
- Automation of PD Scheduling and Timekeeping
  - The system will significantly reduce staff time spent resolving scheduling issues, mobilizing specialty units, and will eventually integrate with the City's payroll system.
- PD network Investments
  - Among the various projects were server upgrades, increased redundancy, updated storage resources and added security improvements.
- Phone System Upgrade
  - As a result of this project, the City for the first time has an interconnected network linking all remote sites to its centralized network resources. This has enhanced productivity, security and access to City systems.
- Partnership with Esri
  - DoIT/GIS staff have been working in concert with staff and experts within Esri to discuss and explore major enhancements to the City's use of its GIS resources. Projects include: the Daily Dashboard and exploring the use of the "Collector App," which allows for mobile field crews to collect and organize data from the field and deliver it into GIS databases.

City of Redlands
2015-2016
Adopted Budget

**DEPARTMENT/DIVISION**
DEPARTMENT OF INNOVATION AND TECHNOLOGY

**FUND**
INFORMATION TECHNOLOGY SERVICES FUND

**ORGKEY**
604520

| | 2013-14 ACTUAL (AUDITED) | 2014-15 ADJUSTED BUDGET | 2014-15 12 MONTH ESTIMATED | 2015-16 COUNCIL ADOPTED |
|---|---|---|---|---|
| **SALARIES AND BENEFITS** | | | | |
| 4000 Full Time Salaries | 507,692 | 662,173 | 602,173 | 729,436 |
| 4005 Salaries: Part Time | 31,558 | 30,000 | 40,000 | 95,000 |
| 4010 Overtime Salaries | 5,715 | 1,500 | 2,000 | 2,000 |
| 4015 Banked Leave Buy Back | 106,216 | 8,312 | 27,369 | 33,556 |
| 4016 Compensated Absence | (2,451) | 0 | 0 | 0 |
| 4050 Pension Contributions | 111,882 | 119,300 | 119,300 | 138,229 |
| 4051 Fica/Medicare | 49,954 | 52,705 | 49,500 | 61,348 |
| 4053 Deferred Compensation | 3,474 | 8,045 | 6,690 | 8,205 |
| 4055 Health/Dental Insurance | 48,910 | 80,908 | 56,200 | 65,698 |
| 4056 Worker's Comp Insurance | 13,790 | 19,672 | 19,672 | 24,498 |
| 4057 Disability Insurance | 1,392 | 1,898 | 2,560 | 1,798 |
| 4058 Unemployment Insurance | 3,102 | 4,774 | 5,642 | 5,642 |
| 4059 Life Insurance | 382 | 567 | 475 | 567 |
| 4081 Eyecare Reimbursement | 518 | 2,025 | 1,000 | 2,025 |
| 4084 Clothing Cash Payment | 200 | 600 | 600 | 600 |
| 4085 Other Taxable Benefits | 6,800 | 150 | 9,268 | 9,300 |
| TOTAL SALARIES AND BENEFITS | 889,134 | 992,630 | 942,449 | 1,177,902 |
| **SERVICES** | | | | |
| 5103 Software Support/Development | 510,382 | 519,468 | 519,468 | 706,920 |
| 5104 Hardware Maint/Replace | 157,507 | 250,039 | 250,000 | 225,800 |
| 5140 Legal Services | 832 | 0 | 1,978 | 0 |
| 5190 Other Professional Services | 733,804 | 304,590 | 275,000 | 243,100 |
| 5240 Meeting & Professional Devlpmt | 5 | 0 | 600 | 4,000 |
| 5255 Travel Reimbursement | 1,756 | 1,000 | 1,200 | 2,700 |
| 5270 Printing & Binding | 1,736 | 500 | 2,000 | 2,000 |
| 5275 Postage | 252 | 500 | 601 | 450 |
| 5280 Advertising | 430 | 0 | 0 | 0 |
| 5303 Telephone/Network Connectivity | 72,566 | 300,000 | 300,000 | 252,200 |
| 5365 Vehicle Maintenance | 0 | 0 | 60 | 60 |
| 5396 City Garage Charges | 0 | 278 | 278 | 0 |

City of Redlands
2015-2016
Adopted Budget

**DEPARTMENT/DIVISION**
DEPARTMENT OF INNOVATION AND TECHNOLOGY

**FUND**
INFORMATION TECHNOLOGY SERVICES FUND

**ORGKEY**
604520

| | 2013-14 ACTUAL (AUDITED) | 2014-15 ADJUSTED BUDGET | 2014-15 12 MONTH ESTIMATED | 2015-16 COUNCIL ADOPTED |
|---|---|---|---|---|
| **SERVICES (CONT)** | | | | |
| 5451 Retiree Health Insurance | 166,721 | 0 | 0 | 0 |
| 5570 Office Equip & Furn Rent | 3,303 | 5,000 | 5,000 | 4,500 |
| 5580 Communications Svs & Rental | 13,881 | 35,000 | 30,000 | 15,000 |
| 5722 Penalties & Interest | 0 | 0 | 397 | 0 |
| 5800 Subscriptions & Memberships | 196 | 0 | 27 | 0 |
| 5840 Training | 2,250 | 15,000 | 6,000 | 15,000 |
| 5870 General Govt Service Charge | 207,097 | 209,789 | 209,789 | 210,838 |
| 5880 Special Contractual Services | 19,803 | 50,092 | 83,000 | 32,460 |
| 5995 Depreciation Expense | 51,434 | 0 | 0 | 0 |
| TOTAL SERVICES | 1,943,955 | 1,691,256 | 1,685,398 | 1,715,028 |
| **SUPPLIES** | | | | |
| 6140 Office Supplies | 374 | 3,000 | 3,000 | 2,000 |
| 6375 Computer Components | 54,664 | 74,450 | 74,500 | 64,650 |
| 6590 Special Departmental Supplies | 323 | 5,000 | 5,000 | 0 |
| TOTAL SUPPLIES | 55,361 | 82,450 | 82,500 | 66,650 |
| **FIXED ASSETS** | | | | |
| 7080 Computer Equipment | 118,787 | 562,062 | 458,562 | 552,232 |
| 7060 Office Furniture | 0 | 33,438 | 33,438 | 0 |
| 7270 Building Construction | 2,906 | 0 | 5,521 | 0 |
| TOTAL FIXED ASSETS | 121,693 | 595,500 | 497,521 | 552,232 |
| FUND TOTAL | 3,010,143 | 3,361,836 | 3,207,868 | 3,511,812 |

## Finance

Mission Statement:

To provide the best possible accounting services to our customers: the general public and other City departments; to ensure that all City of Redlands financial transactions are reviewed for propriety and legality, and that the reporting of the City's financial position is performed accurately and timely.

Departmental Goals:

- Maintain the financial system and records of the City consistent with the highest professional standards and in accordance with legal requirements and generally accepted accounting principles
- Produce timely and accurate financial reports
- Update and/or develop Finance policies and procedures
- Perform periodic internal audits of City operations
- Direct and coordinate the procurement function in an efficient and cost effective manner
- Provide an efficient method of centralized cashiering for the convenience of city departments and the public
- Oversee the custody and safekeeping of all City funds, including the efficient collection of fees, taxes, utility payments and all other payments owed to the City, and the safe deposit and management of cash from the time of receipt until the time of investment or disbursement
- Assist the City's elected Treasurer in the development of an annual statement of investment policy and quarterly investment reports that demonstrate adherence to the investment policy
- Maintain and promote the City's Values as authorized and approved by the City Council

Sustainability Efforts:

- Use of recycled paper for office copies, print jobs, business cards and envelopes
- Recycle copy machine toner cartridges and use double-sided printing whenever possible
- Scanning of monthly financial reports for electronic access on the City's shared network drive
- Exploration of paperless timesheets as part of the Sungard Bi-tech Financial System Upgrade Project
- Adherence by Purchasing to a policy requiring documents that are printed on no less than "30% Post-Consumer" recycled content paper
- Purchase of recycled products through the U.S. Communities Government Purchasing Alliance
- Maintenance of a recycled products list in accordance with the City's Purchasing Policy
- Recycle Utility Bill return envelopes whenever possible for customers paying at counter; reused in night drop receptacle
- Availability of e-Bill service which allows customers to receive their municipal services bill via email

Performance Measures:

- Upgrade the Sungard Bi-Tech financial system
  - Less staff time with updated technology and fewer manual functions and reports
  - Able to monitor revenues and expenditures more efficiently
  - Able to provide more efficient reporting to other City departments

- Update policy and procedure manuals for payroll, accounts payable and accounts receivable
  - Allows staff time for additional processing
  - Current policy and procedure manuals help to provide training for newer employees, retrain existing employees and promote cross training between functions
  - Allows for streamlining and utilization of existing and updated technology
- Develop an Internal Audit plan
  - Improves operations by reviewing data and business processes
  - Increases the effectiveness of risk management, governance and control
  - Increases compliance with laws and regulations and safeguards assets

# City of Redlands
# 2015-2016
# Proposed Budget

## Finance
## Accounting and Administration

**Program Description:**

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

**Program Objectives:**

- Prepare a Comprehensive Annual Financial Report (CAFR) that presents an accurate financial picture of the City to the public, financial institutions and bond rating agencies
- Plan and coordinate the annual budget process producing a document for adoption by the City Council no later than June 30th of each fiscal year
- Prepare and submit required reports to State and Federal Agencies
- Prepare and distribute monthly financial information to all departments by the 20th of each month
- Prepare and distribute a monthly General Fund Revenue and Expenditure Summary report to the City Council in accordance with the City Council's 2014-2017 Strategic Plan
- Prepare and distribute a quarterly General Fund Additional Appropriations report to the City Council in accordance with the City Council's 2014-2017 Strategic Plan
- Complete a weekly disbursement run producing in excess of 11,000 checks per year
- Process twenty-six regular biweekly payrolls as well as a variety of special payrolls
- Plan and coordinate the annual audits of the City, Successor Agency to the Former Redevelopment Agency, Gas Tax and Measure I funds, as well as other grant related audits as required by federal law

**Significant Program Changes:**

None

**Accomplishments for Fiscal Year 2014-2015:**

- Completed the City's Comprehensive Annual Financial Report (CAFR) for the Year Ended June 30, 2014 and submitted the completed document to the GFOA for the Award of Excellence in Financial Reporting, an award that we have received for the last ten years
- Completed all Financial reports as required by law, including the AB 1600 Report on Development Impact Fees, the Recognized Obligation Payment Schedules as required for the Successor Agency, the State Controller's City Financial Transactions report, and the State Controller's Local Government Compensation report
- Monitored and reported on the City's budget throughout the year and worked with the City Manager and Executive and support staff to develop a budget for FY 2015-2016 that is balanced on recurring revenues and without the use of reserves
- Assisted in the completion of the Cemetery Business Plan by developing a 10-year funding plan
- Continued development and implementation of bank reconciliation procedures to streamline and improve the accuracy of the process

- Continued Implementation of three recently developed fiscal policies, the Enterprise Fund Policy, the Fund Balance Policy, and the Inter-fund Loan Policy
- Implemented the Sungard Financial System upgrade
- Successfully produced 26 regular bi-weekly payrolls consisting of approximately 510 paychecks each, or approximately 13,260 annually, in support of ten bargaining groups.
- Produced 4 regularly scheduled special payrolls during the year and 29 unscheduled special payrolls year to date
- Processed deduction payments after each payroll, resulting in approximately 600 checks, annually
- Compiled Quarterly Tax data for Federal and State government reporting
- Produced 613 W-2's for employees for calendar year 2014
- Produced 159 Form 1099's to vendors
- Issued 2,500 invoices on behalf of various city departments
- Processed Accounts Payable checks weekly, resulting in approximately 11,000 checks annually
- Maintain W-9 vendor database to ensure City compliance with IRS requirements

City of Redlands
2015-2016
Adopted Budget

**DEPARTMENT/DIVISION**
FINANCE

**FUND**
GENERAL FUND

**ORGKEY**
101130

| | 2013-14 ACTUAL (AUDITED) | 2014-15 ADJUSTED BUDGET | 2014-15 12 MONTH ESTIMATED | 2015-16 COUNCIL ADOPTED |
|---|---|---|---|---|
| **SALARIES AND BENEFITS** | | | | |
| 4000 Full Time Salaries | 530,241 | 591,076 | 576,162 | 626,768 |
| 4010 Overtime Salaries | 26,473 | 15,000 | 20,000 | 15,000 |
| 4015 Banked Leave Buy Back | 30,157 | 32,773 | 32,773 | 35,271 |
| 4050 Pension Contributions | 117,034 | 114,088 | 101,625 | 118,772 |
| 4051 Fica/Medicare | 41,030 | 45,043 | 42,668 | 47,906 |
| 4053 Deferred Compensation | 8,187 | 9,674 | 9,674 | 9,566 |
| 4055 Health/Dental Insurance | 94,913 | 99,595 | 98,803 | 107,649 |
| 4056 Worker's Comp Insurance | 12,111 | 9,516 | 9,516 | 11,851 |
| 4057 Disability Insurance | 1,711 | 1,436 | 1,885 | 1,547 |
| 4058 Unemployment Insurance | 2,655 | 3,429 | 3,410 | 3,429 |
| 4059 Life Insurance | 436 | 498 | 469 | 498 |
| 4080 Vehicle Allowance | 777 | 780 | 780 | 780 |
| 4081 Eyecare Reimbursement | 1,265 | 1,778 | 1,490 | 1,778 |
| 4084 Clothing Cash Payment | 600 | 600 | 600 | 600 |
| 4085 Other Taxable Benefits | 4,774 | 4,935 | 6,790 | 4,935 |
| TOTAL SALARIES AND BENEFITS | 872,364 | 930,221 | 906,645 | 986,350 |
| **SERVICES** | | | | |
| 5034 Collection Agent/Bank Fees | 25 | 25 | 25 | 25 |
| 5103 Software Support/Development | 90,894 | 105,887 | 105,887 | 113,000 |
| 5140 Legal Services | 243 | 250 | 250 | 250 |
| 5160 Auditing and Accounting | 68,736 | 99,732 | 99,732 | 73,600 |
| 5190 Other Professional Services | 53,613 | 78,500 | 78,500 | 69,500 |
| 5240 Meeting & Professional Devlpmt | 355 | 2,000 | 750 | 2,000 |
| 5255 Travel Reimbursement | 755 | 250 | 250 | 250 |
| 5270 Printing and Binding | 2,842 | 4,000 | 4,000 | 4,000 |
| 5275 Postage | 5,796 | 7,000 | 6,000 | 7,000 |
| 5280 Advertising | 656 | 750 | 776 | 800 |
| 5290 Filming and Microfilming | 0 | 1,000 | 1,151 | 1,000 |
| 5303 Telephone | 3,100 | 4,000 | 4,000 | 4,000 |
| 5395 Info Technology Services Charges | 55,135 | 55,135 | 55,135 | 55,398 |

City of Redlands
2015-2016
Adopted Budget

**DEPARTMENT/DIVISION**
FINANCE

**FUND**
GENERAL FUND

**ORGKEY**
101130

| | 2013-14 ACTUAL (AUDITED) | 2014-15 ADJUSTED BUDGET | 2014-15 12 MONTH ESTIMATED | 2015-16 COUNCIL ADOPTED |
|---|---|---|---|---|
| **SERVICES (CONT)** | | | | |
| 5570 Office Equip & Furn Rent | 3,517 | 3,370 | 3,370 | 3,370 |
| 5722 Penalties and Interest | 323 | 100 | 424 | 450 |
| 5800 Subscriptions & Memberships | 1,250 | 1,900 | 1,900 | 1,900 |
| 5840 Training | 398 | 500 | 500 | 500 |
| 5880 Special Contractual Services | 224 | 275 | 275 | 275 |
| TOTAL SERVICES | 287,862 | 364,674 | 362,925 | 337,318 |
| **SUPPLIES** | | | | |
| 6140 Office Supplies | 14,130 | 13,000 | 13,000 | 14,000 |
| 6500 Office Equipment | 519 | 0 | 0 | 0 |
| 6560 Food | 52 | 0 | 0 | 0 |
| 6590 Special Departmental Supplies | 0 | 0 | 36 | 0 |
| TOTAL SUPPLIES | 14,701 | 13,000 | 13,036 | 14,000 |
| **FIXED ASSETS** | | | | |
| 7150 Other Betterments & Improvements | 0 | 0 | 0 | 25,000 |
| TOTAL FIXED ASSETS | 0 | 0 | 0 | 25,000 |
| DIVISION TOTAL | 1,174,927 | 1,307,895 | 1,282,606 | 1,362,668 |

# City of Redlands
# 2015-2016
# Adopted Budget

## Finance
## Purchasing / Stores

**Program Description:**

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

**Program Objectives:**

- Continue to process purchase requisitions for supplies and services as quickly and efficiently as possible in accordance with purchasing procedures
- Compile, review and award bids for materials, equipment and supplies
- Utilize an eProcurement system for bids and vendor management
- Review and update the City's purchasing policies and procedures as needed and provide Citywide training
- Provide prompt service in fulfilling departmental requests for materials and supplies.
- Provide reports regarding departments' usage and expense as requested
- Execute and monitor the warehouse program – "Fastenal Automated Supply Technology" (FAST) – Industrial Vending
- Process items declared as surplus for redistribution or disposal per City procedures
- Main objective: to increase city-wide efficiencies and cost savings

**Significant Program Changes:**

Acquisition and on-going implementation of "PlanetBids" eProcurement system, an on-line procurement system expected to meet the goal of eliminating waste and increasing efficiencies, productivity, and cost savings.

**Accomplishments for Fiscal Year 2014-2015:**

- Updated the City's Purchasing Policies (RMC Chapter 2.16)
- Continuation of the City's Automated Inventory System
- Coordination of the City's Data Center Project
- Implementation of an eProcurement system

City of Redlands
2015-2016
Adopted Budget

**DEPARTMENT/DIVISION**
PURCHASING / STORES

**FUND**
GENERAL FUND

**ORGKEY**
101137

| | 2013-14 ACTUAL (AUDITED) | 2014-15 ADJUSTED BUDGET | 2014-15 12 MONTH ESTIMATED | 2015-16 COUNCIL ADOPTED |
|---|---|---|---|---|
| **SALARIES AND BENEFITS** | | | | |
| 4000 Full Time Salaries | 131,820 | 132,390 | 109,630 | 139,965 |
| 4010 Overtime Salaries | 629 | 500 | 645 | 650 |
| 4015 Banked Leave Buy Back | 2,243 | 2,243 | 2,243 | 2,243 |
| 4050 Pension Contributions | 24,957 | 24,242 | 19,721 | 26,524 |
| 4051 Fica/Medicare | 11,202 | 11,018 | 8,932 | 11,598 |
| 4053 Deferred Compensation | 3,069 | 3,069 | 3,069 | 3,127 |
| 4055 Health/Dental Insurance | 1,881 | 1,876 | 1,510 | 1,876 |
| 4056 Worker's Comp Insurance | 3,778 | 3,153 | 3,153 | 3,926 |
| 4057 Disability Insurance | 374 | 397 | 227 | 404 |
| 4058 Unemployment Insurance | 617 | 868 | 540 | 868 |
| 4059 Life Insurance | 126 | 126 | 101 | 126 |
| 4081 Eyecare Reimbursement | 284 | 450 | 225 | 450 |
| 4084 Clothing Cash Payment | 200 | 200 | 200 | 200 |
| 4085 Other Taxable Benefits | 8,575 | 8,700 | 7,016 | 8,550 |
| TOTAL SALARIES AND BENEFITS | 189,755 | 189,232 | 157,212 | 200,507 |
| **SERVICES** | | | | |
| 5190 Other Professional Services | 0 | 0 | 20,000 | 0 |
| 5240 Meeting & Professional Devlpmt | 789 | 2,000 | 500 | 2,000 |
| 5255 Travel Reimbursement | 1,025 | 1,000 | 600 | 900 |
| 5270 Printing and Binding | 4,794 | 6,000 | 4,000 | 5,800 |
| 5275 Postage | 553 | 700 | 600 | 600 |
| 5280 Advertising | 75 | 500 | 350 | 400 |
| 5303 Telephone | 1,557 | 1,750 | 1,750 | 1,750 |
| 5340 Office Equipment Maintenance | 35 | 50 | 50 | 50 |
| 5395 Info Technology Services Charges | 4,528 | 4,528 | 4,528 | 26,576 |
| 5570 Office Equip & Furn Rent | 2,359 | 2,443 | 2,443 | 2,443 |
| 5800 Subscriptions & Memberships | 81 | 300 | 300 | 800 |
| 5880 Special Contractual Services | 0 | 4,800 | 4,800 | 4,800 |
| TOTAL SERVICES | 15,796 | 24,071 | 39,921 | 46,119 |

City of Redlands
2015-2016
Adopted Budget

**DEPARTMENT/DIVISION**
PURCHASING / STORES

**FUND**
GENERAL FUND

**ORGKEY**
101137

| | 2013-14 ACTUAL (AUDITED) | 2014-15 ADJUSTED BUDGET | 2014-15 12 MONTH ESTIMATED | 2015-16 COUNCIL ADOPTED |
|---|---|---|---|---|
| **SUPPLIES** | | | | |
| 6140 Office Supplies | 1,948 | 2,500 | 2,500 | 2,500 |
| 6180 Turnouts/Uniforms/Safety Clothing | 0 | 0 | 3 | 0 |
| 6210 Repair & Maintenance Supplies | 0 | 0 | 4 | 0 |
| 6310 Janitorial Supplies | 32 | 50 | 0 | 0 |
| 6500 Office Equipment | 335 | 0 | 0 | 0 |
| 6510 Small Tools & Equipment | 9 | 50 | 500 | 500 |
| 6520 Promotional Supplies | 0 | 0 | 200 | 200 |
| 6580 Damaged/Theft/Obsolete Stock | 9 | 500 | 0 | 0 |
| 6590 Special Departmental Supplies | 16 | 100 | 100 | 100 |
| TOTAL SUPPLIES | 2,349 | 3,200 | 3,307 | 3,300 |
| DIVISION TOTAL | 207,900 | 216,503 | 200,440 | 249,926 |
| DEPARTMENT SUBTOTAL | 1,382,827 | 1,524,398 | 1,483,046 | 1,612,594 |

# City of Redlands
# 2015-2016
# Adopted Budget

## Finance
## Revenue

**Program Description:**

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

**Program Objectives:**

- Increase departmental efficiency through training, technology, and continual updates of office procedures
- Maintain an investment portfolio and provide reports that are in compliance with Federal and State laws and the city's investment policy
- Maintain an investment portfolio with liquidity to meet the city's budgeted expenditure needs for at least six months
- Maintain proper internal controls over the City's cash and investments

**Significant Program Changes:**

The Customer Service division received approval to purchase the upgrade to the Customer Information System, *enQuesta* (utility billing/cash receipting system), in Fiscal Year 2014-15. As the upgrade is implemented, we will be switching over to the payment concentrator with our new bank, which should allow for increased flexibility with payments. Other efficiencies relating to payment processing will continue to be explored.

As a result of the upgrade to our business license software, we will begin our next phase of real time management of field inspections that will allow office staff to immediately see the results of field inspections and assist customers at the counter more efficiently and effectively. Conversely, it will allow our business license inspector to see any updates made by office staff. A laptop/tough book is being purchased to compliment these operations.

The Fiscal Year 2015-2016 Adopted Budget includes the addition of an Account Technician II position, replacing one previously lost during the economic downturn.

**Accomplishments for Fiscal Year 2014-2015:**

- Held Annual Dog Licensing and Low Cost Vaccination clinic in August 2014
- Coordinated business license and credit card functions and procedures with Development Services staff to implement their new online Market Night Reservation software

City of Redlands
2015-2016
Adopted Budget

**DEPARTMENT/DIVISION**
FINANCE / REVENUE

**FUND**
GENERAL FUND

**ORGKEY**
101140

| | 2013-14 ACTUAL (AUDITED) | 2014-15 ADJUSTED BUDGET | 2014-15 12 MONTH ESTIMATED | 2015-16 COUNCIL ADOPTED |
|---|---|---|---|---|
| **SALARIES AND BENEFITS** | | | | |
| 4000 Full Time Salaries | 254,565 | 261,586 | 258,554 | 282,335 |
| 4005 Salaries: Part Time | 13,887 | 25,716 | 9,452 | 25,716 |
| 4010 Overtime Salaries | 11,391 | 10,000 | 12,000 | 10,000 |
| 4015 Banked Leave Buy Back | 9,569 | 10,226 | 10,226 | 10,292 |
| 4050 Pension Contributions | 54,958 | 48,414 | 46,214 | 52,366 |
| 4051 Fica/Medicare | 21,599 | 24,702 | 21,726 | 24,797 |
| 4053 Deferred Compensation | 2,080 | 2,080 | 2,099 | 2,114 |
| 4055 Health/Dental Insurance | 28,655 | 26,250 | 28,387 | 33,480 |
| 4056 Worker's Comp Insurance | 10,432 | 8,260 | 8,260 | 10,285 |
| 4057 Disability Insurance | 1,153 | 1,226 | 1,149 | 1,280 |
| 4058 Unemployment Insurance | 2,137 | 2,555 | 2,239 | 2,834 |
| 4059 Life Insurance | 254 | 254 | 256 | 285 |
| 4080 Vehicle Allowance | 213 | 216 | 216 | 216 |
| 4081 Eyecare Reimbursement | 682 | 907 | 907 | 1,019 |
| 4084 Clothing Cash Payment | 460 | 460 | 460 | 560 |
| 4085 Other Taxable Benefits | 4,678 | 4,670 | 5,378 | 4,670 |
| TOTAL SALARIES AND BENEFITS | 416,713 | 427,521 | 407,523 | 462,249 |
| **SERVICES** | | | | |
| 5103 Software Support/Development | 5,469 | 6,100 | 5,580 | 6,100 |
| 5140 Legal Services | 0 | 100 | 100 | 100 |
| 5190 Other Professional Services | 200 | 150 | 50 | 100 |
| 5240 Meeting & Professional Devlpmt | 147 | 400 | 210 | 800 |
| 5255 Travel Reimbursement | 135 | 100 | 300 | 300 |
| 5270 Printing and Binding | 2,784 | 4,000 | 1,650 | 4,000 |
| 5275 Postage | 8,288 | 9,000 | 9,300 | 9,500 |
| 5280 Advertising | 218 | 400 | 329 | 450 |
| 5303 Telephone | 2,952 | 4,100 | 2,450 | 3,000 |
| 5340 Office Equipment Maintenance | 0 | 570 | 100 | 570 |
| 5395 Info Technology Services Charges | 19,438 | 22,050 | 19,438 | 26,707 |
| 5396 City Garage Charges | 769 | 800 | 800 | 712 |

City of Redlands
2015-2016
Adopted Budget

**DEPARTMENT/DIVISION**
FINANCE / REVENUE

**FUND**
GENERAL FUND

**ORGKEY**
101140

| | 2013-14 ACTUAL (AUDITED) | 2014-15 ADJUSTED BUDGET | 2014-15 12 MONTH ESTIMATED | 2015-16 COUNCIL ADOPTED |
|---|---|---|---|---|
| **SERVICES (CONT)** | | | | |
| 5570 Office Equip & Furn Rent | 2,347 | 2,625 | 2,606 | 2,755 |
| 5800 Subscriptions & Memberships | 664 | 1,070 | 700 | 825 |
| 5880 Special Contractual Services | 3,058 | 9,350 | 8,918 | 4,450 |
| 5950 Bad Debt Expense | 1 | 1,500 | 500 | 1,000 |
| TOTAL SERVICES | 46,470 | 62,315 | 53,031 | 61,369 |
| **SUPPLIES** | | | | |
| 6140 Office Supplies | 5,437 | 8,500 | 6,500 | 8,500 |
| 6375 Computer Components | 0 | 30,850 | 30,850 | 30,000 |
| 6500 Office Equipment & Furniture | 519 | 12,000 | 28,000 | 2,000 |
| 6520 Promotional Supplies | 1,149 | 0 | 0 | 0 |
| 6590 Special Departmental Supplies | 25 | 450 | 450 | 450 |
| TOTAL SUPPLIES | 7,130 | 51,800 | 65,800 | 40,950 |
| DIVISION TOTAL | 470,313 | 541,636 | 526,354 | 564,568 |
| DEPARTMENT TOTAL | 1,853,140 | 2,066,034 | 2,009,400 | 2,177,162 |

City of Redlands
2015-2016
Adopted Budget

**DEPARTMENT/DIVISION**
AIR QUALITY IMPROVEMENT

**FUND**
AIR QUALITY IMPROVEMENT FUND

**ORGKEY**
221130

| | 2013-14 ACTUAL (AUDITED) | 2014-15 ADJUSTED BUDGET | 2014-15 12 MONTH ESTIMATED | 2015-16 COUNCIL ADOPTED |
|---|---|---|---|---|
| **SERVICES** | | | | |
| 5190 Other Professional Services | 0 | 29,969 | 29,969 | 0 |
| TOTAL SERVICES | 0 | 29,969 | 29,969 | 0 |
| **FIXED ASSETS** | | | | |
| 7100 Motor Vehicles | 90,000 | 90,235 | 180,235 | 0 |
| 7150 Other Betterments/Improvements | 28,933 | 180,267 | 180,267 | 0 |
| 7230 Street Construction | 0 | 125,000 | 125,000 | 0 |
| TOTAL FIXED ASSETS | 118,933 | 395,502 | 485,502 | 0 |
| FUND TOTAL | 118,933 | 425,471 | 515,471 | 0 |

City of Redlands
2015-2016
Adopted Budget

**DEPARTMENT/DIVISION**
PARKING AUTHORITY

**FUND**
PARKING AUTHORITY FUND

**ORGKEY**
237140

| | 2013-14 ACTUAL (AUDITED) | 2014-15 ADJUSTED BUDGET | 2014-15 12 MONTH ESTIMATED | 2015-16 COUNCIL ADOPTED |
|---|---|---|---|---|
| **SERVICES** | | | | |
| 5310 Electricity & Gas | 16,304 | 15,600 | 17,000 | 17,000 |
| 5870 General Govt Service Charge | 3,273 | 3,316 | 3,316 | 3,332 |
| TOTAL SERVICES | 19,577 | 18,916 | 20,316 | 20,332 |
| FUND TOTAL | 19,577 | 18,916 | 20,316 | 20,332 |

City of Redlands
2015-2016
Adopted Budget

**DEPARTMENT/DIVISION**
GENERAL DEBT SERVICE

**FUND**
GENERAL DEBT SERVICE FUND

**ORGKEY**
305130

| | 2013-14 ACTUAL (AUDITED) | 2014-15 ADJUSTED BUDGET | 2014-15 12 MONTH ESTIMATED | 2015-16 COUNCIL ADOPTED |
|---|---|---|---|---|
| **SERVICES** | | | | |
| 5030 Fiscal Agent Fees | 2,875 | 3,000 | 2,875 | 3,000 |
| 5190 Other Professional Services | 0 | 1,000 | 2,000 | 2,000 |
| 5870 General Govt Service Charge | 217 | 220 | 220 | 221 |
| TOTAL SERVICES | 3,092 | 4,220 | 5,095 | 5,221 |
| **DEBT SERVICE** | | | | |
| 8100 Principal | 2,085,000 | 1,670,000 | 1,670,000 | 1,860,000 |
| 8200 Interest | 1,163,139 | 1,044,337 | 1,044,337 | 944,614 |
| TOTAL DEBT SERVICE | 3,248,139 | 2,714,337 | 2,714,337 | 2,804,614 |
| FUND TOTAL | 3,251,231 | 2,718,557 | 2,719,432 | 2,809,835 |

City of Redlands
2015-2016
Adopted Budget

**DEPARTMENT/DIVISION**
REDLANDS PUBLIC IMPROVEMENT DEBT SERVICE

| **FUND** | **ORGKEY** |
|---|---|
| RDLDS PUBLIC IMPRVMNT DEBT SERVICE FUND | 311130 |

| | 2013-14 ACTUAL (AUDITED) | 2014-15 ADJUSTED BUDGET | 2014-15 12 MONTH ESTIMATED | 2015-16 COUNCIL ADOPTED |
|---|---|---|---|---|
| **SERVICES** | | | | |
| 5030 Fiscal Agent Fees | 3,450 | 3,450 | 3,450 | 2,450 |
| 5870 General Govt Service Charge | 106 | 107 | 107 | 108 |
| TOTAL SERVICES | 3,556 | 3,557 | 3,557 | 2,558 |
| **DEBT SERVICE** | | | | |
| 8100 Principal | 1,675,000 | 1,730,000 | 1,730,000 | 1,785,000 |
| 8200 Interest | 240,147 | 185,863 | 185,863 | 113,126 |
| TOTAL DEBT SERVICE | 1,915,147 | 1,915,863 | 1,915,863 | 1,898,126 |
| FUND TOTAL | 1,918,703 | 1,919,420 | 1,919,420 | 1,900,684 |

# City of Redlands
# 2015-2016
# Adopted Budget

## Finance
## Customer Service

**Program Description:**

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

In addition to providing quality customer service, the division is responsible for billing utility customers for water, wastewater, solid waste, street cleaning services, and household hazardous waste services. With over 21,781 utility customers, bills are produced and mailed on a bi-monthly basis, keeping operational costs to a minimum.

The Customer Service Division is also responsible for annually assisting more than 12,000 customers at the counter, and more than 28,000 over the telephone. The nature of these contacts consist of processing requests for connection/disconnection of service, unusual water usage, water quality inquiries, billing inquiries, roll-off services or missed solid waste collection service resulting in the creation of more than 37,000 work orders.

In order to continue its commitment to provide quality customer service, the Customer Service Division processes over-the-counter utility bills and One-Stop Permit Center payments. This value-added service truly allows customers to conduct their business, from start to finish, in "One Stop!" Additionally, customers have the option and convenience of paying their bills in two locations - Customer Service or the City's Revenue office.

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

**Program Objectives:**

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

- Educate customers on mandatory water conservation requirements by directing customers to website for detailed information, and/or referring customer to Water Conservation Coordinator for water audits and available water conservation rebates

Significant Program Changes:

The City Council approved the upgrade for the Customer Information System, *enQuesta*, which provides greater functionality of the utility billing and cash receipting functions.

Accomplishments for Fiscal Year 2014-2015:

- City of Redlands authorized the implementation of its stage II mandatory water conservation plan. With this in mind, a new water waste enforcement process was created, along with a series of work orders to track potential and actual water waste violations. (August, 2014)
- Reminder Notice/Late Charge Process was modified by changing the weekly processing day from Thursday to Tuesday. The change allows the process to work collaboratively with the revised RMC 13.12.020: DUE DATE—which gave staff authorization to reverse a late charge based on a customer's "A" payment history (meaning payments are received on or prior to the due date). Furthermore, the change allows for timelier notification and assists staff in relaying late charge calculations to customers. (August, 2014)
- Staff attended a user's conference for the Customer Information System, *enQuesta* (November, 2014)
- Customer Service Technician II position approved in the Fiscal Year 2014-2015 Adopted Budget was filled. With the addition of this position, an improved cross training initiative has been implemented, which will ultimately result in the reduction, if not the elimination, of overtime hours. (November, 2014)
- With the implementation of the City's new telephone system, Customer Service staff is now able to view the number of calls in the queue and the number of customer service representatives on the phone. In the near future, goals will be established for average speed of answer, average talk time, and abandon rates. Additionally, the system allows for better tracking of and accessibility to, the number and types of calls received. (November, 2014)
- Implemented New Solid Waste Rates, effective January 1, 2015 (January, 2015)
- City Council approved the Customer Information System, *enQuesta*, 5R upgrade which is expected to be completed by August 3, 2015. The upgrade will not only provide enhanced features for utility customers, such as: Redconnect Account Reminders, Notifications & Communication via email or SMS Text Messaging, but also will aid in improving operational efficiencies for staff. Improved efficiencies will include, but are not limited to: '*Advanced Search*' functionality, *Work Order routing* via work queues, Billing Algorithm tool, and Document Designer. (February, 2015)
- Created two new street patch repair work orders for Water Distribution to track and monitor the number of street patch work orders completed. By creating and processing these work orders through the *enQuesta* system, staff is one step closer to its goal of having all work orders processed through the Customer Information System. (March, 2015)
- Created an automated weekly report for Water Distribution to track and monitor the number of meter exchange work orders completed during the previous week. The report benefits Water Distribution by allowing for greater productivity. (March, 2015)

City of Redlands
2015-2016
Adopted Budget

**DEPARTMENT/DIVISION**
CUSTOMER SERVICE

**FUND**
UTILITY BILLING FUND

**ORGKEY**
608405

| | 2013-14 ACTUAL (AUDITED) | 2014-15 ADJUSTED BUDGET | 2014-15 12 MONTH ESTIMATED | 2015-16 COUNCIL ADOPTED |
|---|---|---|---|---|
| **SALARIES AND BENEFITS** | | | | |
| 4000 Full Time Salaries | 421,495 | 476,455 | 469,500 | 500,744 |
| 4010 Overtime Salaries | 33,337 | 32,000 | 33,883 | 28,000 |
| 4015 Banked Leave Buy Back | 34,477 | 15,995 | 20,257 | 16,392 |
| 4016 Compensated Absences | (6,164) | 0 | 0 | 0 |
| 4050 Pension Contributions | 92,590 | 88,737 | 85,235 | 94,890 |
| 4051 Fica/Medicare | 37,057 | 41,367 | 39,888 | 41,632 |
| 4053 Deferred Compensation | 1,301 | 1,093 | 1,329 | 1,353 |
| 4055 Health/Dental Insurance | 86,317 | 95,091 | 91,398 | 94,980 |
| 4056 Worker's Comp Insurance | 4,797 | 6,194 | 6,194 | 7,714 |
| 4057 Disability Insurance | 4,101 | 4,260 | 4,075 | 4,266 |
| 4058 Unemployment Insurance | 3,226 | 4,045 | 4,370 | 4,067 |
| 4059 Life Insurance | 515 | 587 | 565 | 590 |
| 4080 Vehicle Allowance | 202 | 204 | 204 | 204 |
| 4081 Eyecare Reimbursement | 1,329 | 2,097 | 2,097 | 2,097 |
| 4084 Clothing Cash Payment | 1,540 | 1,740 | 1,540 | 1,740 |
| 4085 Other Taxable Benefits | 8,456 | 8,283 | 11,570 | 12,483 |
| TOTAL SALARIES AND BENEFITS | 724,576 | 778,148 | 772,105 | 811,152 |
| **SERVICES** | | | | |
| 5034 Collection Agent/Bank Fees | 0 | 250 | 100 | 250 |
| 5103 Software Support/Development | 0 | 204,120 | 204,120 | 0 |
| 5140 Legal Services | 0 | 250 | 250 | 250 |
| 5190 Other Professional Services | 10,347 | 0 | 0 | 0 |
| 5240 Meeting & Professional Devlpmt | 0 | 1,800 | 1,500 | 1,500 |
| 5255 Travel Reimbursement | 584 | 800 | 750 | 1,000 |
| 5270 Printing and Binding | 15,713 | 26,000 | 25,000 | 28,000 |
| 5275 Postage | 69,329 | 75,000 | 75,000 | 77,000 |
| 5303 Telephone | 6,062 | 8,200 | 7,500 | 7,800 |
| 5340 Office Equipment Maintenance | 450 | 500 | 450 | 500 |
| 5395 Info Technology Services Charge | 281,284 | 303,785 | 303,785 | 409,833 |
| 5451 Retiree Health Insurance | 129,672 | 209,200 | 209,200 | 219,600 |

City of Redlands
2015-2016
Adopted Budget

**DEPARTMENT/DIVISION**
CUSTOMER SERVICE

**FUND**
UTILITY BILLING FUND

**ORGKEY**
608405

| | 2013-14 ACTUAL (AUDITED) | 2014-15 ADJUSTED BUDGET | 2014-15 12 MONTH ESTIMATED | 2015-16 COUNCIL ADOPTED |
|---|---|---|---|---|
| **SERVICES (CONT)** | | | | |
| 5570 Office Equip & Furn Rent | 2,347 | 2,625 | 2,627 | 2,760 |
| 5590 Other Rentals | 1,240 | 1,315 | 1,315 | 1,380 |
| 5800 Subscriptions and Memberships | 461 | 1,000 | 500 | 750 |
| 5840 Training | 1,529 | 2,500 | 1,700 | 2,500 |
| 5870 General Govt Service Charge | 86,153 | 87,273 | 87,273 | 87,709 |
| 5880 Special Contractual Services | 5,752 | 7,500 | 6,500 | 7,500 |
| TOTAL SERVICES | 610,923 | 932,118 | 927,570 | 848,332 |
| **SUPPLIES** | | | | |
| 6140 Office Supplies | 3,734 | 7,000 | 4,700 | 5,500 |
| 6375 Computer Components | 2,051 | 800 | 27,000 | 800 |
| 6500 Office Equipment & Furniture | 0 | 3,000 | 0 | 3,000 |
| 6590 Special Departmental Supplies | 282 | 500 | 480 | 500 |
| TOTAL SUPPLIES | 6,067 | 11,300 | 32,180 | 9,800 |
| FUND TOTAL | 1,341,566 | 1,721,566 | 1,731,855 | 1,669,284 |

City of Redlands
2015-2016
Adopted Budget

**DEPARTMENT/DIVISION**
COMMUNITY FACILITIES DISTRICT 2003-1

| **FUND** | **ORGKEY** |
|---|---|
| COMMUNITY FACILITIES DISTRICT FUND | 710130 |

| | 2013-14 ACTUAL (AUDITED) | 2014-15 ADJUSTED BUDGET | 2014-15 12 MONTH ESTIMATED | 2015-16 COUNCIL ADOPTED |
|---|---|---|---|---|
| **SERVICES** | | | | |
| 5030 Fiscal Agent Fees | 12,524 | 15,500 | 15,500 | 15,500 |
| 5760 Special Program Expenditures | 0 | 1,967 | 1,967 | 1,977 |
| TOTAL SERVICES | 12,524 | 17,467 | 17,467 | 17,477 |
| **DEBT SERVICE** | | | | |
| 8100 Principal | 125,000 | 140,000 | 140,000 | 165,000 |
| 8200 Interest | 517,751 | 514,773 | 514,773 | 507,953 |
| TOTAL DEBT SERVICE | 642,751 | 654,773 | 654,773 | 672,953 |
| DIVISION TOTAL | 655,275 | 672,240 | 672,240 | 690,430 |

City of Redlands
2015-2016
Adopted Budget

**DEPARTMENT/DIVISION**
COMMUNITY FACILITIES DISTRICT 2001-1

**FUND**
COMMUNITY FACILITIES DISTRICT FUND

**ORGKEY**
710300

| | 2013-14 ACTUAL (AUDITED) | 2014-15 ADJUSTED BUDGET | 2014-15 12 MONTH ESTIMATED | 2015-16 COUNCIL ADOPTED |
|---|---|---|---|---|
| **SERVICES** | | | | |
| 5030 Fiscal Agent Fees | 12,979 | 12,500 | 12,500 | 12,500 |
| 5760 Special Program Expenditures | 0 | 416 | 416 | 418 |
| TOTAL SERVICES | 12,979 | 12,916 | 12,916 | 12,918 |
| **DEBT SERVICE** | | | | |
| 8100 Principal | 315,000 | 335,000 | 335,000 | 355,000 |
| 8200 Interest | 417,400 | 408,108 | 408,108 | 388,008 |
| TOTAL DEBT SERVICE | 732,400 | 743,108 | 743,108 | 743,008 |
| DIVISION TOTAL | 745,379 | 756,024 | 756,024 | 755,926 |
| FUND TOTAL | 1,400,654 | 1,428,264 | 1,428,264 | 1,446,356 |

# City of Redlands
# 2015-2016
# Adopted Budget

## City Attorney

**Mission Statement:**

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

**Departmental Goals:**

- Proactively provide high quality, ethical and timely legal advice to the City Council, City Manager, and City Departments to help achieve the City Council and City Departments' goals and objectives.
- Resolve all legal matters in an efficient and cost-effective manner as possible.

**Sustainability Efforts:**

- Inclusion of sustainable measures in public project contracts and procurement documents
- Purchase and use of recycled paper for copying and printing
- On-going effort to scan and store files electronically

**Program Description:**

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

**Program Objectives:**

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

**Significant Program Changes:**

None.

**Accomplishments for Fiscal Year 2014-2015:**

- Receipt and processing (with City Attorney oversight) of 203 public record requests
- Department receipt and processing (with City Attorney oversight) of Police Department subpoena compliance.
- Continued timely, efficient and cost effective delivery of legal services despite reduction in resources.
- Provide legal guidance and oversight in connection with the City's successful defense of litigation arising as a result of the approval of the Wal-Mart commercial/retail project.
- Provide legal and negotiation strategy guidance connection with the acquisition of the "Mistretta" and "Thompson" properties for purposes of open space preservation and towards completion of the City's "Emerald Necklace" program.

City of Redlands
2015-2016
Adopted Budget

**DEPARTMENT/DIVISION**
CITY ATTORNEY

**FUND**
GENERAL FUND

**ORGKEY**
101150

| | 2013-14 ACTUAL (AUDITED) | 2014-15 ADJUSTED BUDGET | 2014-15 12 MONTH ESTIMATED | 2015-16 COUNCIL ADOPTED |
|---|---|---|---|---|
| **SALARIES AND BENEFITS** | | | | |
| 4000 Full Time Salaries | 283,461 | 289,752 | 291,669 | 295,632 |
| 4010 Overtime Salaries | 688 | 0 | 475 | 0 |
| 4015 Banked Leave Buy Back | 13,699 | 9,048 | 11,277 | 14,400 |
| 4050 Pension Contributions | 61,196 | 65,755 | 66,119 | 70,796 |
| 4051 Fica/Medicare | 15,914 | 16,565 | 20,092 | 17,135 |
| 4053 Deferred Compensation | 24,518 | 24,518 | 25,518 | 25,556 |
| 4055 Health/Dental Insurance | 24,841 | 22,858 | 22,858 | 23,870 |
| 4056 Worker's Comp Insurance | 1,199 | 1,033 | 1,033 | 1,286 |
| 4057 Disability Insurance | 139 | 0 | 0 | 0 |
| 4058 Unemployment Insurance | 678 | 933 | 933 | 933 |
| 4059 Life Insurance | 135 | 135 | 135 | 135 |
| 4080 Vehicle Allowance | 2,400 | 2,400 | 2,400 | 2,400 |
| 4081 Eyecare Reimbursement | 259 | 484 | 484 | 484 |
| 4084 Clothing Cash Payment | 150 | 0 | 0 | 0 |
| 4085 Other Taxable Benefits | 195 | 323 | 323 | 323 |
| TOTAL SALARIES AND BENEFITS | 429,472 | 433,804 | 443,316 | 452,950 |
| **SERVICES** | | | | |
| 5140 Legal Services | 29,089 | 45,000 | 26,100 | 45,000 |
| 5190 Other Professional Services | 1,516 | 0 | 0 | 0 |
| 5240 Meeting & Professional Devlpmt | 620 | 1,700 | 75 | 1,700 |
| 5255 Travel Reimbursement | 307 | 50 | 0 | 50 |
| 5270 Printing and Binding | 413 | 300 | 792 | 500 |
| 5275 Postage | 150 | 200 | 189 | 200 |
| 5303 Telephone | 1,789 | 2,000 | 1,456 | 2,000 |
| 5395 Info Technology Services Charges | 2,493 | 2,500 | 2,493 | 30,458 |
| 5800 Subscriptions & Memberships | 1,325 | 1,448 | 1,630 | 1,500 |
| 5880 Special Contractual Services | 0 | 0 | 493 | 500 |
| TOTAL SERVICES | 37,702 | 53,198 | 33,228 | 81,908 |

City of Redlands
2015-2016
Adopted Budget

**DEPARTMENT/DIVISION**
CITY ATTORNEY

**FUND**
GENERAL FUND

**ORGKEY**
101150

| | 2013-14 ACTUAL (AUDITED) | 2014-15 ADJUSTED BUDGET | 2014-15 12 MONTH ESTIMATED | 2015-16 COUNCIL ADOPTED |
|---|---|---|---|---|
| **SUPPLIES** | | | | |
| 6130 Books & Supplies | 16,845 | 18,500 | 18,500 | 18,500 |
| 6140 Office Supplies | 1,484 | 1,000 | 400 | 1,000 |
| 6500 Office Equipment | 0 | 0 | 1,134 | 0 |
| TOTAL SUPPLIES | 18,329 | 19,500 | 20,034 | 19,500 |
| DEPARTMENT TOTAL | 485,503 | 506,502 | 496,578 | 554,358 |

# City of Redlands
# 2015-2016
# Adopted Budget

## Human Resources

**Mission Statement:**

As integral participants of the City of Redlands team, the Human Resources/Risk Management staff develops and implements sustainable processes while evaluating current programs and policies for continued efficiency and effectiveness.

**Departmental Goals:**

The changing economy experienced over the last several years has significantly impacted the organizational structure of the City. Following several reduction in staff from the severity of the recession over the past several years, the course of the Human Resources strategy has been continually altered to meet the changing needs. Employing a philosophy of flexibility and implementing a sustainability attitude we have worked diligently to adjust workloads in an effort to continue to maintain and attempt to exceed expected service levels. The Department has restructured to incorporate a generalist environment, thus including Employee Services, Recruitment, Selection, Employee/Labor Relations, Training, Workers' Compensation, Safety, Claims, and Risk Management into all HR staff classifications. Restructuring our approach to service delivery will enable the department to be more effective and increase availability to properly service all customers. In 2013 the HR department assigned dedicated HR employees to business units in order to streamline processes and improve customer service. Currently, each department has a dedicated HR professional who is more intimately aware of the specific needs of that business unit. Improvements in recruitment and response times have been realized all ready.

While the steps taken have enabled us to continue improving, taking additional incremental steps to advance our core systems is imperative or our ability to support changing strategic directions such as critical technology in position management, employee self-service, automated timekeeping, increased communication, professional development, training and on-line education will be diminished. For the protection of the City, in the next year, the department must implement a course of action to replace our human resources information systems, training, to facilitate the modernization of our core services.

The Human Resources department is a unique and invaluable unit; comprised of HR professionals who stand apart from the crowd, take chances, buck trends, defy conventions, take the road less traveled and produce more distinctive and sustainable results. We endeavor to consistently employ "HR Best Practices" and excellence in customer service, during the course and scope of our daily operations therefore leading by example.

The Human Resources Department Goal is to provide the best service in the areas of:

- Comprehensive and Competitive Recruitment and Selection Program;
- Comprehensive and Cost Effective Employee Benefits and Administration Programs;
- Comprehensive and Effective Employee and Supervisory Training, and Professional Development Programs;
- Comprehensive and Quantitative Volunteer & Intern Resources and Community Enhancement Programs working with community;
- Labor Relations, Employee Relations, Performance Management; Classification/Compensation and Position Management; Policy Development and Implementation; and

- Continually Fostering a Positive and Encouraging Work Environment.

Sustainability Efforts:

## *City Of Redlands Employees*

The core City function is to provide service to residents and visitors. Human Resources' contribution to this function is undertaking the task of making available to the employees the tools necessary for their success which in turn contributes directly to the success of the City by providing excellent quality service to the community at all levels. This is carried out by the implementation of a variety of Human Resources programs that fall in line with the "Redlands City Values" adopted by the City Council. HR's contributions to these values to date include:

- On-line recruitment and selection for full-time, part-time and volunteer applicants;
- Effective employee performance evaluation process;
- Moving current records to digital format;
- Communicating through electronic methods;
- Improving recruitment function
- Improving customer service response times
- Revising numerous forms to electronic format;
- Use of interns and volunteers to assist with departmental projects while providing a teaching/learning environment/experience for students;
- Reviewing and correcting past practices;

Performance Measures:

Key performance measure is taking the organization to the next level by assessing and implementing:

- Effective and efficient recruitment with improvements in quality-of-hire, cost-per-hire, and time-to-fill measurements.
- City-wide assessment of classifications and applicable specifications and adjustments made where necessary to accurately reflect the position duties. Due to the reductions in staff over the past few years, the City organizational structure has been negatively impacted and reassessing the current structure will facilitate more efficient and effective service delivery for our customers; and
- Continuing analysis of current practices, policies and procedures to comply with applicable laws as well as recommending and implementing appropriate changes.
- Review and update of current City policies and procedures.

# City of Redlands
# 2015-2016
# Adopted Budget

## Human Resources
## Human Resources Division

**Program Description:**

The Human Resources team works collaboratively to develop strategies, infrastructure and processes that provide for the timely collection and dissemination of employee data and information, enhanced capacity for distributed reporting, and support of data-driven decision-making related to human resources.

This program provides the full range of human resource services to all City departments, and where applicable residents and visitors to our community. The primary functions of this division include recruitment and selection, employee benefits administration, personnel data maintenance; state and federal reporting; MOU (Memorandum of Understanding) administration, performance management, employee assistance, and labor and employee relations.

**Program Objectives:**

- Market a comprehensive and economical employee compensation and benefits package to attract and retain the highest caliber employees;
- Maintain a competitive and equitable recruitment and selection program that meets the demands of the City;
- Revise and implement Personnel Rules and Regulations and Administrative Policies that create a consistent, positive and productive organizational culture;
- Utilize technology in all aspects of Human Resources to create a cost effective and efficient operation;
- Implement employee self-service program citywide including:
  - Benefits enrollment and maintenance
  - Personal data maintenance
  - Electronic time-keeping
  - Communications
- Implement a more effective electronic performance management system; and
- Build upon the Volunteer & Intern Resources program including enhancing the volunteer and intern program software uses; and increase community awareness and involvement through enhanced outreach.

**Significant Changes:**

The department continually reassesses its ability to better serve our customers. To that end, to enhance performance, the department restructured and has set the cross-training of all the members of the HR Team as a critical performance measure. This will enable all HR Team members to assist all customers in all areas rather than each member specializing in a specific component of the department function. Each member will be a generalist, enabling our customers to be served more efficiently and effectively.

Accomplishments for Fiscal Year 2014-2015:

Fiscal Year-to-date:

- Revised Personnel Rules and Regulations
- Reorganized and staffed the Human Resources Department
- Implemented new Long Term Disability Benefit Program
- Recruited and filled 90 positions.
- Implemented new college intern program with Cal State, San Bernardino
- Conducted Executive off site coaching
- Established new Leadership Code of Conduct
- Decreased number of grievances

City of Redlands
2015-2016
Adopted Budget

**DEPARTMENT/DIVISION**
HUMAN RESOURCES

**FUND**
GENERAL FUND

**ORGKEY**
101170

| | 2013-14 ACTUAL (AUDITED) | 2014-15 ADJUSTED BUDGET | 2014-15 12 MONTH ESTIMATED | 2015-16 COUNCIL ADOPTED |
|---|---|---|---|---|
| **SALARIES AND BENEFITS** | | | | |
| 4000 Full Time Salaries | 213,497 | 211,254 | 210,296 | 275,403 |
| 4005 Salaries: Part Time | 19,645 | 29,800 | 23,691 | 20,000 |
| 4010 Overtime Salaries | 0 | 530 | 48 | 0 |
| 4015 Banked Leave Buy Back | 16,950 | 58,385 | 58,040 | 8,074 |
| 4050 Pension Contributions | 43,184 | 38,104 | 37,541 | 52,189 |
| 4051 Fica/Medicare | 19,060 | 17,013 | 18,957 | 22,524 |
| 4053 Deferred Compensation | 4,088 | 4,287 | 4,807 | 4,957 |
| 4055 Health/Dental Insurance | 11,811 | 19,018 | 12,267 | 32,591 |
| 4056 Worker's Comp Insurance | 59,357 | 15,213 | 15,213 | 18,945 |
| 4057 Disability Insurance | 0 | 0 | 58 | 119 |
| 4058 Unemployment Insurance | 2,476 | 1,172 | 2,104 | 1,997 |
| 4059 Life Insurance | 152 | 143 | 162 | 227 |
| 4081 Eyecare Reimbursement | 568 | 507 | 730 | 810 |
| 4084 Clothing Cash Payment | 0 | 0 | 0 | 80 |
| 4085 Other Taxable Benefits | 5,085 | 2,543 | 6,963 | 2,160 |
| TOTAL SALARIES AND BENEFITS | 395,873 | 397,969 | 390,877 | 440,076 |
| **SERVICES** | | | | |
| 5103 Software Support/Development | 0 | 800 | 4,000 | 800 |
| 5140 Legal Services | 174,694 | 40,000 | 28,000 | 40,000 |
| 5180 Medical/Physicals | 11,256 | 11,376 | 13,000 | 11,376 |
| 5190 Other Professional Services | 41,226 | 5,000 | 1,000 | 5,000 |
| 5240 Meeting & Professional Devlpmt | 1,109 | 8,000 | 6,000 | 6,000 |
| 5255 Travel Expense Reimbursement | 1,518 | 2,000 | 1,000 | 2,000 |
| 5270 Printing and Binding | 1,937 | 2,000 | 2,800 | 2,000 |
| 5275 Postage & Shipping | 800 | 550 | 1,300 | 1,000 |
| 5280 Advertising | 395 | 1,000 | 1,700 | 1,000 |
| 5303 Telephone | 3,330 | 3,500 | 3,500 | 3,500 |
| 5395 Info Technology Services Charges | 29,925 | 32,050 | 32,050 | 94,813 |
| 5451 Retiree Health Insurance | 2,424,061 | 2,958,663 | 2,794,950 | 3,074,445 |
| 5570 Office Equip & Furn Rent | 1,861 | 2,700 | 1,700 | 2,700 |

City of Redlands
2015-2016
Adopted Budget

**DEPARTMENT/DIVISION**
HUMAN RESOURCES

**FUND**
GENERAL FUND

**ORGKEY**
101170

| | 2013-14 ACTUAL (AUDITED) | 2014-15 ADJUSTED BUDGET | 2014-15 12 MONTH ESTIMATED | 2015-16 COUNCIL ADOPTED |
|---|---|---|---|---|
| **SERVICES (CONT)** | | | | |
| 5720 Taxes | 0 | 0 | 18 | 0 |
| 5722 Penalties & Interest | 0 | 250 | 250 | 250 |
| 5800 Subscriptions & Memberships | 360 | 1,500 | 1,290 | 4,800 |
| 5880 Special Contractual Services | 0 | 1,100 | 1,100 | 1,100 |
| TOTAL SERVICES | 2,692,472 | 3,070,489 | 2,893,658 | 3,250,784 |
| **SUPPLIES** | | | | |
| 6130 Books & Supplies | 106 | 1,000 | 1,000 | 1,000 |
| 6140 Office Supplies | 1,234 | 2,000 | 1,500 | 2,000 |
| 6145 Awards/Recognition Program | 7,038 | 10,000 | 6,705 | 10,000 |
| 6375 Computer Components | 828 | 1,000 | 1,000 | 1,000 |
| 6500 Office Equipment & Furniture | 58 | 33,500 | 10,000 | 5,000 |
| 6520 Promotional Supplies | 0 | 0 | 500 | 800 |
| 6560 Food | 169 | 1,000 | 1,000 | 1,000 |
| 6590 Special Departmental Supplies | 411 | 2,000 | 2,000 | 7,000 |
| TOTAL SUPPLIES | 9,844 | 50,500 | 23,705 | 27,800 |
| **FIXED ASSETS** | | | | |
| 7150 Other Betterments/Improvement | 0 | 0 | 21,247 | 0 |
| TOTAL FIXED ASSETS | 0 | 0 | 21,247 | 0 |
| DEPARTMENT TOTAL | 3,098,189 | 3,518,958 | 3,329,487 | 3,718,660 |

# City of Redlands
# 2015-2016
# Adopted Budget

## Human Resources
## Risk Management Division

**Program Description:**

The Risk Management Division maintains a set of operating principles that serve as the foundation for how we interact with residents, colleagues, employees and other stakeholders. At the core of these operating principles lie five core values: integrity, excellence, respect, responsibility and teamwork.

With integrity, the City expects all of its employees to act honestly, ethically and with trust. With excellence come professionalism, creativity, persistence and quality. Respect includes communications, caring, planning and honoring stakeholders. Our responsibility requires accountability, fairness and ownership. Teamwork involves shared responsibility, thoughtful communication and collaboration.

This division is administered by the Human Resources/Risk Manager with oversight from the Human Resources/Risk Management Director and includes investigation of all tort claims filed against the City and subsequent coordination with the City Attorney, City Manager and City Council as needed. This function is handled entirely in-house. Workers' Compensation and the Safety program also dovetail into Risk Management and will be addressed separately.

**Program Objectives:**

- Identify potential liability exposures and address them in a proactive, not reactive, manner;
- Receive, investigate, and take action on all tort claims within the guidelines and timeframes prescribed by law;
- Employ personnel with the level of expertise necessary to manage claims in-house and thus save on annual third party administrator (TPA) costs;
- Work closely with the City Attorney to expedite the disposition of all claims presented to the City;
- Maintain a database of all claims filed against the City;
- Prepare analysis as needed related to the City's need for excess liability insurance;
- Act as liaison with the City's insurance broker in the procurement of all property and liability insurance policies maintained by the City;
- Assist other departments with insurance related issues;
- Review proposed contractual agreements for appropriate levels of insurance coverage maintained by the other party, prior to the City entering into the agreement;
- Review proposed contractual agreements wherein the City must provide coverage, recommend acceptance or voice concerns and alternative solution;
- Compile and submit necessary documentation to the City's insurance carriers for reimbursement of losses incurred and for which the City has insurance coverage; and
- Pursue the City's subrogation rights for property losses caused by others.

City of Redlands
2015-2016
Adopted Budget

**DEPARTMENT/DIVISION**
RISK MANAGEMENT

**FUND**
LIABILITY SELF INSURANCE FUND

**ORGKEY**
602133

| | 2013-14 ACTUAL (AUDITED) | 2014-15 ADJUSTED BUDGET | 2014-15 12 MONTH ESTIMATED | 2015-16 COUNCIL ADOPTED |
|---|---|---|---|---|
| **SALARIES AND BENEFITS** | | | | |
| 4000 Full Time Salaries | 77,333 | 120,593 | 105,815 | 117,681 |
| 4005 Salaries: Part Time | 0 | 0 | 1,164 | 0 |
| 4010 Overtime Salaries | 343 | 118 | 256 | 0 |
| 4015 Banked Leave Buy Back | 3,897 | 29,538 | 30,290 | 3,549 |
| 4016 Compensated Absence | 13,019 | 0 | 0 | 0 |
| 4050 Pension Contributions | 16,158 | 21,792 | 18,822 | 22,301 |
| 4051 Fica/Medicare | 7,385 | 9,678 | 8,777 | 8,927 |
| 4053 Deferred Compensation | 2,082 | 2,359 | 1,639 | 2,177 |
| 4055 Health/Dental Insurance | 5,888 | 11,542 | 9,960 | 13,317 |
| 4057 Disability Insurance | 46 | 0 | 0 | 60 |
| 4058 Unemployment Insurance | 453 | 694 | 1,148 | 630 |
| 4059 Life Insurance | 52 | 86 | 97 | 92 |
| 4081 Eyecare Reimbursement | 122 | 310 | 320 | 327 |
| 4084 Clothing Cash Payment | 50 | 0 | 0 | 40 |
| 4085 Other Taxable Benefits | 4,060 | 1,354 | 2,159 | 1,028 |
| TOTAL SALARIES AND BENEFITS | 130,888 | 198,064 | 180,447 | 170,129 |
| **SERVICES** | | | | |
| 5103 Software Support/Development | 0 | 0 | 0 | 4,400 |
| 5140 Legal Services | 275,523 | 125,000 | 180,000 | 125,000 |
| 5240 Meeting & Professional Devlpmt | 0 | 350 | 350 | 350 |
| 5255 Travel Reimbursement | 99 | 150 | 150 | 150 |
| 5270 Printing and Binding | 918 | 100 | 150 | 100 |
| 5275 Postage | 310 | 355 | 355 | 355 |
| 5303 Telephone | 828 | 1,000 | 1,000 | 1,000 |
| 5395 Info Technology Services Charges | 868 | 1,815 | 1,815 | 2,915 |
| 5410 Property Insurance | 471,101 | 495,000 | 450,000 | 495,000 |
| 5411 Faithful Performance Bond | 13,605 | 23,323 | 23,323 | 23,323 |
| 5451 Retiree Health Insurance | 19,181 | 0 | 0 | 0 |
| 5455 Premiums for Excess Coverage | 240,167 | 297,000 | 196,418 | 250,000 |
| 5460 Liability Claims | 723,119 | 350,000 | 350,000 | 350,000 |

City of Redlands
2015-2016
Adopted Budget

**DEPARTMENT/DIVISION**
RISK MANAGEMENT

**FUND**
LIABILITY SELF INSURANCE FUND

**ORGKEY**
602133

| | 2013-14 ACTUAL (AUDITED) | 2014-15 ADJUSTED BUDGET | 2014-15 12 MONTH ESTIMATED | 2015-16 COUNCIL ADOPTED |
|---|---|---|---|---|
| **SERVICES (CONT)** | | | | |
| 5490 Other Insurance | 6,198 | 4,833 | 7,000 | 7,000 |
| 5570 Office Equip & Furn Rent | 1,512 | 1,540 | 1,540 | 1,540 |
| TOTAL SERVICES | 1,753,429 | 1,300,465 | 1,212,101 | 1,261,133 |
| **SUPPLIES** | | | | |
| 6140 Office Supplies | 107 | 600 | 600 | 600 |
| TOTAL SUPPLIES | 107 | 600 | 600 | 600 |
| FUND TOTAL | 1,884,424 | 1,499,129 | 1,393,148 | 1,431,862 |

# City of Redlands
# 2015-2016
# Adopted Budget

## Human Resources
## Workers' Compensation Division

**Program Description:**

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

**Program Objectives:**

- Monitor the performance of the City's TPA for efficiency, service standards and cost-effectiveness;
- Analyze accident data, identify root causes, and coordinate with the department on implementation of programs to reduce the number of work related injuries and illnesses;
- Review status of claims with the TPA adjuster and City's legal counsel;
- Administer the Disability and Industrial Disability Retirement programs in a fiscally responsible manner;
- Facilitate an early return-to-work (RTW) for those employees able to work modified duty; and
- Mitigate potential claims by addressing work/health issues brought forward by employees.

City of Redlands
2015-2016
Adopted Budget

**DEPARTMENT/DIVISION**
WORKERS' COMPENSATION

**FUND**
WORKERS' COMPENSATION FUND

**ORGKEY**
606175

| | 2013-14 ACTUAL (AUDITED) | 2014-15 ADJUSTED BUDGET | 2014-15 12 MONTH ESTIMATED | 2015-16 COUNCIL ADOPTED |
|---|---|---|---|---|
| **SALARIES AND BENEFITS** | | | | |
| 4000 Full Time Salaries | 59,800 | 58,681 | 56,817 | 85,573 |
| 4005 Salaries: Part Time | 0 | 0 | 688 | 0 |
| 4010 Overtime Salaries | 0 | 296 | 0 | 0 |
| 4015 Banked Leave Buy Back | 4,001 | 16,218 | 17,933 | 2,777 |
| 4016 Compensated Absences | 7,611 | 0 | 0 | 0 |
| 4050 Pension Contributions | 12,471 | 10,585 | 10,047 | 16,216 |
| 4051 Fica/Medicare | 4,811 | 4,737 | 4,757 | 6,408 |
| 4053 Deferred Compensation | 1,716 | 1,191 | 886 | 1,790 |
| 4055 Health/Dental Insurance | 2,949 | 5,283 | 5,081 | 9,714 |
| 4057 Disability Insurance | 0 | 0 | 0 | 64 |
| 4058 Unemployment Insurance | 339 | 326 | 617 | 434 |
| 4059 Life Insurance | 34 | 39 | 52 | 63 |
| 4081 Eyecare Reimbursement | 110 | 140 | 275 | 225 |
| 4084 Clothing Cash Payment | 0 | 0 | 0 | 40 |
| 4085 Other Taxable Benefits | 981 | 731 | 1,432 | 960 |
| TOTAL SALARIES AND BENEFITS | 94,823 | 98,227 | 98,585 | 124,264 |
| **SERVICES** | | | | |
| 5140 Legal Services | 80,568 | 128,102 | 128,102 | 128,102 |
| 5190 Other Professional Services | 113,227 | 60,000 | 14,000 | 23,600 |
| 5240 Meeting & Professional Devlpmt | 0 | 750 | 250 | 750 |
| 5255 Travel Expense Reimbursement | 0 | 500 | 150 | 500 |
| 5275 Postage | 38 | 30 | 30 | 30 |
| 5303 Telephone | 239 | 250 | 250 | 250 |
| 5395 Info Technology Services Charges | 920 | 1,926 | 1,926 | 3,093 |
| 5451 Retiree Health Insurance | 19,181 | 12,500 | 14,000 | 14,000 |
| 5455 Premiums for Excess Coverage | 115,706 | 115,706 | 129,942 | 129,942 |
| 5480 Worker's Comp Claims | 420,828 | 800,000 | 1,231,100 | 1,000,000 |
| 5570 Office Equip & Furn Rent | 3,025 | 3,435 | 3,435 | 3,435 |
| 5800 Subscriptions & Memberships | 0 | 100 | 0 | 100 |
| 5840 Training | 0 | 9,350 | 0 | 0 |

City of Redlands
2015-2016
Adopted Budget

**DEPARTMENT/DIVISION**
WORKERS' COMPENSATION

**FUND**
WORKERS' COMPENSATION FUND

**ORGKEY**
606175

| | 2013-14 ACTUAL (AUDITED) | 2014-15 ADJUSTED BUDGET | 2014-15 12 MONTH ESTIMATED | 2015-16 COUNCIL ADOPTED |
|---|---|---|---|---|
| **SERVICES (CONT)** | | | | |
| 5870 General Govt Service Charge | 37,772 | 38,263 | 38,263 | 38,454 |
| 5880 Special Contractual Services | 41,168 | 73,014 | 145,000 | 146,880 |
| TOTAL SERVICES | 832,672 | 1,243,926 | 1,706,448 | 1,489,136 |
| **SUPPLIES** | | | | |
| 6140 Office Supplies | 146 | 300 | 300 | 300 |
| TOTAL SUPPLIES | 146 | 300 | 300 | 300 |
| DIVISION TOTAL | 927,641 | 1,342,453 | 1,805,333 | 1,613,700 |

# City of Redlands
# 2015-2016
# Adopted Budget

## Human Resources
## Safety Division

**Program Description:**

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

**Program Objectives:**

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

City of Redlands
2015-2016
Adopted Budget

**DEPARTMENT/DIVISION**
SAFETY PROGRAM

**FUND**
WORKERS' COMPENSATION FUND

**ORGKEY**
606176

| | 2013-14 ACTUAL (AUDITED) | 2014-15 ADJUSTED BUDGET | 2014-15 12 MONTH ESTIMATED | 2015-16 COUNCIL ADOPTED |
|---|---|---|---|---|
| **SALARIES AND BENEFITS** | | | | |
| 4000 Full Time Salaries | 22,988 | 46,946 | 44,944 | 57,436 |
| 4005 Salaries: Part Time | 0 | 0 | 529 | 0 |
| 4010 Overtime Salaries | 0 | 118 | 0 | 0 |
| 4015 Banked Leave Buy Back | 1,395 | 12,974 | 14,009 | 1,744 |
| 4050 Pension Contributions | 4,703 | 8,468 | 7,934 | 10,884 |
| 4051 Fica/Medicare | 1,849 | 3,772 | 3,742 | 4,353 |
| 4053 Deferred Compensation | 633 | 953 | 794 | 1,068 |
| 4055 Health/Dental Insurance | 992 | 4,227 | 3,398 | 6,544 |
| 4057 Disability Insurance | 0 | 0 | 0 | 30 |
| 4058 Unemployment Insurance | 109 | 261 | 420 | 304 |
| 4059 Life Insurance | 14 | 31 | 40 | 44 |
| 4081 Eyecare Reimbursement | 44 | 113 | 195 | 158 |
| 4084 Clothing Cash Payment | 0 | 0 | 0 | 20 |
| 4085 Other Taxable Benefits | 523 | 585 | 990 | 510 |
| TOTAL SALARIES AND BENEFITS | 33,250 | 78,448 | 76,995 | 83,095 |
| **SERVICES** | | | | |
| 5180 Medical/Physicals | 2,540 | 2,500 | 2,000 | 2,500 |
| 5255 Travel Reimbursement | 0 | 100 | 0 | 100 |
| 5270 Printing and Binding | 11 | 500 | 0 | 500 |
| 5840 Training | 0 | 9,500 | 3,000 | 9,000 |
| 5870 General Govt Service Charge | 4,998 | 5,063 | 5,063 | 5,089 |
| 5880 Special Contractual Services | 0 | 15,500 | 2,196 | 3,000 |
| TOTAL SERVICES | 7,549 | 33,163 | 12,259 | 20,189 |
| **SUPPLIES** | | | | |
| 6130 Books & Supplies | 0 | 1,000 | 1,000 | 1,000 |
| 6140 Office Supplies | 0 | 150 | 150 | 150 |
| 6510 Small Tools & Equipment | 0 | 100 | 100 | 100 |

City of Redlands
2015-2016
Adopted Budget

**DEPARTMENT/DIVISION**
SAFETY PROGRAM

**FUND**
WORKERS' COMPENSATION FUND

**ORGKEY**
606176

| | 2013-14 ACTUAL (AUDITED) | 2014-15 ADJUSTED BUDGET | 2014-15 12 MONTH ESTIMATED | 2015-16 COUNCIL ADOPTED |
|---|---|---|---|---|
| **SUPPLIES (CONT)** | | | | |
| 6590 Special Departmental Supplies | 0 | 250 | 250 | 250 |
| TOTAL SUPPLIES | 0 | 1,500 | 1,500 | 1,500 |
| DIVISION TOTAL | 40,799 | 113,111 | 90,754 | 104,784 |

# City of Redlands
# 2015-2016
# Adopted Budget

## Human Resources
## Training Division

**Program Description:**

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

**Program Objective:**

### *City Of Redlands Employees*

- Provide a comprehensive menu of training programs to educate employees and ensure fluid transition for the future, including:
  - Supervisory Training
  - Employee Training
  - Employee Orientation
  - Leadership Development
- Continue to enhance and utilize technology based management of training programs and training records;
- Continue compliance with State and Federal training mandates; and
- Educational programs to encourage individual professional development and growth.

City of Redlands
2015-2016
Adopted Budget

**DEPARTMENT/DIVISION**
TRAINING PROGRAM

**FUND**
WORKERS' COMPENSATION FUND

**ORGKEY**
606177

| | 2013-14 ACTUAL (AUDITED) | 2014-15 ADJUSTED BUDGET | 2014-15 12 MONTH ESTIMATED | 2015-16 COUNCIL ADOPTED |
|---|---|---|---|---|
| **SALARIES AND BENEFITS** | | | | |
| 4000 Full Time Salaries | 22,167 | 46,946 | 42,456 | 43,865 |
| 4005 Salaries: Part Time | 0 | 0 | 529 | 0 |
| 4010 Overtime Salaries | 0 | 118 | 0 | 0 |
| 4015 Banked Leave Buy Back | 1,395 | 12,974 | 13,419 | 1,413 |
| 4050 Pension Contributions | 4,524 | 8,467 | 7,501 | 8,312 |
| 4051 Fica/Medicare | 1,787 | 3,772 | 3,477 | 3,288 |
| 4053 Deferred Compensation | 633 | 953 | 734 | 896 |
| 4055 Health/Dental Insurance | 925 | 4,227 | 3,761 | 4,857 |
| 4057 Disability Insurance | 0 | 0 | 29 | 30 |
| 4058 Unemployment Insurance | 110 | 261 | 363 | 217 |
| 4059 Life Insurance | 13 | 32 | 38 | 32 |
| 4081 Eyecare Reimbursement | 44 | 112 | 236 | 113 |
| 4084 Clothing Cash Payment | 0 | 0 | 0 | 20 |
| 4085 Other Taxable Benefits | 523 | 585 | 990 | 480 |
| 4086 Tuition Reimbursement | 329,743 | 115,000 | 200,000 | 200,000 |
| TOTAL SALARIES AND BENEFITS | 361,864 | 193,447 | 273,533 | 263,523 |
| **SERVICES** | | | | |
| 5103 Software Support and Maintenance | 355 | 355 | 355 | 10,000 |
| 5190 Other Professional Services | 0 | 6,000 | 1,500 | 6,000 |
| 5240 Meeting & Professional Devlpmt | 35 | 6,000 | 3,000 | 6,000 |
| 5270 Printing and Binding | 0 | 1,000 | 0 | 1,000 |
| 5840 Training | 10,230 | 10,863 | 2,500 | 23,000 |
| 5870 General Govt Service Charge | 12,532 | 12,695 | 12,695 | 12,759 |
| 5880 Special Contractual Services | 2,699 | 4,627 | 3,000 | 4,627 |
| TOTAL SERVICES | 25,851 | 41,540 | 23,050 | 63,386 |
| DIVISION TOTAL | 387,715 | 234,987 | 296,583 | 326,908 |
| FUND TOTAL | 1,356,155 | 1,690,551 | 2,192,670 | 2,045,392 |

# City of Redlands
# 2015-2016
# Adopted Budget

## Development Services Department

### Mission Statement:

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

### Department Goals:

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

### Performance Measures:

- Abide by the City of Redlands 2014-20154 Strategic Plan, including the following:
  - A comprehensive review and update to the entitlement process;
  - Develop a plan review process to expedite the permitting process;
  - Support ongoing economic development efforts, including rehabilitation of the Redlands Mall, Packing House and other activities;
  - Commence the General Plan Update; and
  - Modernize the Redlands Municipal Code.
- All telephone calls received before noon will be returned on the same day.
- 90% of all non-legislative development applications will be scheduled for Planning Commission review within 60 days after the application has been deemed complete.
- 90% of Non-Tenant Plan Checks Processed in 3 Weeks for 1st review.
- 90% of Tenant Plan Checks Processed in 2 Weeks for 1st review.
- 90% of "LEED" Plan Checks Processed in 4 Weeks for 2nd Review.
- 100% of Inspections completed next business day if requested by 5:00 on the previous day.

### Accomplishments for Fiscal Year 2014-2015:

- Responded to over 10,000 phone calls from the public;

- Attended to over 3,500 counter calls;
- Issued approximately 2,147 permits for building, electrical, mechanical, plumbing, or combinations thereof.
- Performed more than 7,568 inspections within the next business day of the request;
- Over 400 Development Applications processed;
- Over 200 Staff Reports written for the City Council, Planning Commission, Historic and Scenic Preservation Commission and Environmental Review Committee;
- Preparation and noticing responsibilities for 74 meeting agendas consisting of: 23 Planning Commission Agendas; 18 Environmental Review Committee Agendas; 19 Development/Preliminary Review Committee Agendas; and 14 Historic and Scenic Preservation Commission Agendas;
- Processed 228 Plan checks reviewed and completed;
- More than 300 new business licenses were issued in 2014;
- Four percent increase in taxable sales (FY'12-13 to FY'13-14);
- Completed substantial amendments to the 2009-2014 Consolidated Plan and the 2014-2015. Action Plan to facilitate two (2) new capital improvement projects (A.K. Smiley Library Water Leakage Mitigation project and the Civic Center, Suite 20 ADA Improvement project) that commenced construction in 2014-2015 and will be completed in early 2015-2016;
- Awarded a USDA Farmers' Market Promotion Program grant in the amount of $79,056;
- Expanded the number of Saturday Farmers' Market participants; and
- Implemented Web-based application and reservation system for Market Night.

City of Redlands
2015-2016
Adopted Budget

REVENUE DETAIL

| | 2013-14 ACTUAL (AUDITED) | 2014-15 ADJUSTED BUDGET | 2014-15 12 MONTH ESTIMATED | 2015-16 COUNCIL ADOPTED |
|---|---|---|---|---|
| **DEVELOPMENT SERVICES** | | | | |
| 3110 Agricultural Preserve Removal | 0 | 0 | 4,592 | 2,296 |
| 3111 General Plan Review Fee | 107,497 | 241,000 | 250,000 | 275,000 |
| 3112 General Plan Amendments | 0 | 10,928 | 11,038 | 11,038 |
| 3113 Building Permits | 700,670 | 735,617 | 773,500 | 952,000 |
| 3114 Electrical Permits | 144,005 | 167,859 | 144,500 | 192,000 |
| 3115 Plumbing Permits | 118,699 | 131,464 | 159,500 | 186,000 |
| 3117 HVAC Permits | 121,073 | 142,960 | 160,500 | 191,000 |
| 3119 Cert of Occupancy | 34,756 | 45,780 | 22,197 | 36,000 |
| 3120 Pool and Spa Permits | 4,672 | 0 | 10,455 | 11,000 |
| 3121 Sign Permit | 15,810 | 15,000 | 16,800 | 16,500 |
| 3122 Demolition Permits | 4,840 | 3,000 | 4,400 | 4,500 |
| 3123 Roofing Permits | 5,464 | 8,640 | 1,000 | 5,000 |
| 3124 Plan Check | 268,764 | 232,270 | 279,500 | 375,000 |
| 3125 Preliminary Reviews | 4,484 | 5,000 | 9,000 | 10,000 |
| 3126 Historic Certs of Appropriateness | 3,696 | 2,500 | 3,630 | 3,700 |
| 3138 East Valley Corridor | 9,369 | 3,814 | 0 | 3,852 |
| 3140 Specific Plan | 3,986 | 7,972 | 4,026 | 4,026 |
| 3142 Conditional Use Permit | 36,619 | 70,000 | 85,500 | 105,000 |
| 3144 Variances | 22,118 | 10,000 | 5,400 | 6,000 |
| 3148 CRA Review | 31,225 | 52,000 | 22,421 | 30,000 |
| 3152 Map Review | 39,549 | 50,000 | 25,634 | 35,000 |
| 3153 Street Vacation | 0 | 2,344 | 7,078 | 2,367 |
| 3154 Environmental Impact | 59,321 | 71,000 | 83,315 | 95,000 |
| 3158 Residential Development Alloc | 11,312 | 10,416 | 3,507 | 14,028 |
| 3162 Home Occupation Permit | 4,885 | 6,000 | 4,692 | 4,800 |
| 3164 Ordinance Amendment | 3,420 | 8,736 | 10,362 | 8,055 |
| 3175 Development Agreements | 3,000 | 3,000 | 8,555 | 3,000 |
| 3176 Annexation Agreements | 8,675 | 6,366 | (10,699) | 8,762 |
| 3178 Preannexation Agreements | 0 | 20,000 | 0 | 40,000 |
| 3180 Socio-Economic Studies | 21,195 | 30,000 | 6,574 | 19,000 |
| 3302 Inspections | 22,386 | 15,000 | 28,925 | 30,000 |
| 3323 Research & Microfilming | 4,212 | 4,427 | 4,000 | 4,000 |
| 3512 Returned Check Charge | 234 | 50 | 0 | 0 |
| 3522 Kiosk Rental Program Revenue | 0 | 1,000 | 960 | 1,000 |

City of Redlands
2015-2016
Adopted Budget

REVENUE DETAIL

| | 2013-14 ACTUAL (AUDITED) | 2014-15 ADJUSTED BUDGET | 2014-15 12 MONTH ESTIMATED | 2015-16 COUNCIL ADOPTED |
|---|---|---|---|---|
| **DEVELOPMENT SERVICES (CONT)** | | | | |
| 3530 Miscellaneous Receipts | 5,131 | 6,500 | 15,780 | 10,000 |
| 3533 Misc Taxable Sales | 21 | 100 | 9 | 0 |
| TOTAL DEVELOPMENT SERVICES | 1,821,088 | 2,120,743 | 2,156,651 | 2,694,924 |
| **DOWNTOWN BUSINESS AREA (236)** | | | | |
| 3250 Federal Grants | 0 | 79,056 | 79,056 | 0 |
| 3305 Cost Recover/Reimb Expenditure | 0 | 0 | 153 | 0 |
| 3510 Investment Income | 2,680 | 1,500 | 2,000 | 2,000 |
| 3512 Returned Check Charge | 195 | 100 | 39 | 0 |
| 3530 Miscellaneous Receipts | 25,728 | 28,000 | 25,000 | 25,000 |
| 3535 Program Income | 261,631 | 250,000 | 270,000 | 275,000 |
| TOTAL DOWNTOWN BUSINESS AREA | 290,234 | 358,656 | 376,248 | 302,000 |
| **COMM DEVEL BLOCK GRANT (243)** | | | | |
| 3250 Federal Grants | 369,121 | 433,050 | 1,055,245 | 322,287 |
| TOTAL COMM DEVEL BLOCK GRNT | 369,121 | 433,050 | 1,055,245 | 322,287 |
| **NEIGHBORHOOD INITIATIVE (245)** | | | | |
| 3250 Federal Grants | 2,772 | 0 | 0 | 0 |
| TOTAL NEIGHBORHOOD INITIATIVE | 2,772 | 0 | 0 | 0 |
| **OBLIGATION PMNT (288)** | | | | |
| 3000 Current Secured Taxes | 3,337,916 | 3,964,478 | 6,753,770 | 3,325,000 |
| 3510 Investment Income | 50,045 | 15,000 | 35,000 | 25,000 |
| TOTAL OBLIGATION PMNT | 3,387,961 | 3,979,478 | 6,788,770 | 3,350,000 |
| **SUCCESSOR TO RDA DEBT SVC (380)** | | | | |
| 3510 Investment Income | 140,033 | 90,000 | 90,000 | 90,000 |
| TOTAL SUCCESSOR TO RDA DEBT SV | 140,033 | 90,000 | 90,000 | 90,000 |

City of Redlands
2015-2016
Adopted Budget

REVENUE DETAIL

| | 2013-14 ACTUAL (AUDITED) | 2014-15 ADJUSTED BUDGET | 2014-15 12 MONTH ESTIMATED | 2015-16 COUNCIL ADOPTED |
|---|---|---|---|---|
| **SUCCESSOR TO RDA GENERAL FUND (480)** | | | | |
| 3305 Cost Recovery/Reimb Expenditure | 19,694 | 0 | 0 | 0 |
| 3520 Rental Income | 18,000 | 18,000 | 18,000 | 18,000 |
| 3530 Miscellaneous Receipts | 27 | 0 | 0 | 0 |
| TOTAL SUCCESSOR TO RDA GENERA | 37,721 | 18,000 | 18,000 | 18,000 |
| **SUCCESSOR TO RDA CAP PROJ (488)** | | | | |
| 3510 Investment Income | 743 | 725 | 660 | 625 |
| TOTAL SUCCESSOR TO RDA CAP PRC | 743 | 725 | 660 | 625 |

# City of Redlands
# 2015-2016
# Adopted Budget

## Development Services Department
## Economic Development Division

**Program Description:**

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

**Program Objectives:**

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

**Significant Program Changes:**

- Implementation of new Economic Development Action Plan and City Council Strategic Plan initiatives.
- Revision and submittal of Successor Agency's Amended Long-Range Property Management Plan.

**Accomplishments for Fiscal Year 2014-2015:**

- More than 300 new business licenses were issued in 2014.
- Four percent increase in taxable sales (FY'12-13 to FY'13-14).
- Industrial vacancy rate reduced from 12.7% to 4.6%.
- Overall community assessed value increased to $7,393,941,241; 8th highest for San Bernardino County cities.
- Unemployment rate dropped from 6.9% to 4%; lowest in 6 years.
- Multiple e-commerce/logistics providers opened including Amazon, BMW, Burlington Coat Factory and Innotrac (Zara); more than 1,500 new jobs created.

- Assisted developer with tenant recruitment for new retail development (Mountain Grove shopping center).*
- Significant effort undertaken to assist existing owner with sale of the Redlands Mall property.*
- Introduced new Business Visitation Program to enhance business outreach activities.*
- Initiated new Tourism Partners Group to promote tourism community-wide.*
- Continued to promote clean energy financing program to local businesses. More than 300 projects implemented representing an overall value of more than $6 million.*
- Worked with the County of San Bernardino to support business attraction efforts by responding to site selection inquiries.*
- Partnered with the County of San Bernardino for regional job recruitment event.*
- Conducted business information meetings with brokers and Chamber of Commerce.*
- Hosted one dozen small business workshops, averaging 15 participants per workshop.*
- Established a presence and participated in the ICSC Western Division retail conference, meeting with potential retailers and site selectors.*
- Continued development of marketing material including branded advertising efforts for multiple industry sectors.*
- Updated, re-organized and enhanced economic development division web pages for easier access of information and better user experience.*
- Delivered 12 editions of City's flagship monthly business brief – *RedZone* (currently has approximately 2,500 subscribers).*
- Worked with City's PIO to provide media representatives with information and data about the community - verbally and in written form.*

** - Supports activities within the City Council Strategic Plan and/or the Economic Development Action Plan.*

City of Redlands
2015-2016
Adopted Budget

**DEPARTMENT/DIVISION**
ECONOMIC DEVELOPMENT

**FUND**
GENERAL FUND

**ORGKEY**
101161

| | 2013-14 ACTUAL (AUDITED) | 2014-15 ADJUSTED BUDGET | 2014-15 12 MONTH ESTIMATED | 2015-16 COUNCIL ADOPTED |
|---|---|---|---|---|
| **SALARIES AND BENEFITS** | | | | |
| 4000 Full Time Salaries | 117,342 | 142,463 | 142,463 | 189,049 |
| 4010 Overtime Salaries | 510 | 0 | 0 | 0 |
| 4015 Banked Leave Buy Back | 6,536 | 4,484 | 4,484 | 6,039 |
| 4050 Pension Contributions | 21,753 | 26,558 | 26,558 | 35,825 |
| 4051 Fica/Medicare | 9,044 | 10,953 | 10,953 | 14,463 |
| 4053 Deferred Compensation | 4,242 | 3,369 | 3,369 | 3,424 |
| 4055 Health/Dental Insurance | 21,407 | 19,585 | 19,585 | 26,918 |
| 4056 Worker's Comp Insurance | 0 | 4,832 | 4,832 | 6,018 |
| 4057 Disability Insurance | 172 | 123 | 123 | 114 |
| 4058 Unemployment Insurance | 659 | 647 | 647 | 834 |
| 4059 Life Insurance | 117 | 94 | 94 | 122 |
| 4080 Vehicle Allowance | 180 | 60 | 60 | 60 |
| 4081 Eyecare Reimbursement | 412 | 423 | 423 | 448 |
| 4084 Clothing Cash Payment | 50 | 48 | 48 | 48 |
| 4085 Other Taxable Benefits | 1,222 | 263 | 263 | 263 |
| TOTAL SALARIES AND BENEFITS | 183,646 | 213,901 | 213,901 | 283,625 |
| **SERVICES** | | | | |
| 5190 Other Professional Services | 40,423 | 71,889 | 71,889 | 51,000 |
| 5240 Meetings & Professional Devlpmt | 3,205 | 20,500 | 17,350 | 20,500 |
| 5255 Travel Expense Reimbursement | 459 | 4,500 | 2,167 | 3,500 |
| 5270 Printing and Binding | 1,830 | 500 | 500 | 500 |
| 5275 Postage | 0 | 500 | 500 | 550 |
| 5280 Advertising | 9,150 | 40,000 | 40,000 | 45,400 |
| 5303 Telephone | 0 | 500 | 500 | 500 |
| 5340 Office Equipment Maintenance | 0 | 500 | 500 | 500 |
| 5395 Info Technology Services Charges | 0 | 0 | 0 | 3,651 |
| 5800 Subscriptions & Memberships | 1,688 | 10,300 | 10,300 | 10,500 |
| 5880 Special Contractual Services | 75 | 1,000 | 0 | 50,325 |
| TOTAL SERVICES | 56,830 | 150,189 | 143,706 | 186,926 |

City of Redlands
2015-2016
Adopted Budget

**DEPARTMENT/DIVISION**
ECONOMIC DEVELOPMENT

**FUND**
GENERAL FUND

**ORGKEY**
101161

| | 2013-14 ACTUAL (AUDITED) | 2014-15 ADJUSTED BUDGET | 2014-15 12 MONTH ESTIMATED | 2015-16 COUNCIL ADOPTED |
|---|---|---|---|---|
| **SUPPLIES** | | | | |
| 6140 Office Supplies | 1,043 | 1,000 | 1,000 | 992 |
| 6210 Repair/Maintenance Supplies | 0 | 200 | 200 | 200 |
| 6310 Janitorial Supplies | 4 | 100 | 100 | 100 |
| 6510 Small Tools & Equipment | 4,752 | 0 | 0 | 0 |
| 6590 Special Departmental Supplies | 0 | 0 | 0 | 0 |
| TOTAL SUPPLIES | 5,799 | 1,300 | 1,300 | 1,292 |
| **CAPITAL OUTLAY** | | | | |
| 7060 Office Equipment | 0 | 0 | 11,800 | 0 |
| TOTAL CAPITAL | 0 | 0 | 11,800 | 0 |
| **DEBT SERVICE** | | | | |
| 8100 Principal | 0 | 0 | 65,607 | 0 |
| 8200 Interest | 0 | 0 | 861 | 0 |
| TOTAL DEBT SERVICE | 0 | 0 | 66,468 | 0 |
| DIVISION TOTAL | 246,275 | 365,390 | 437,175 | 471,843 |

# City of Redland
# 2015-2016
# Adopted Budget

## Development Services Department
## Building and Safety Division

### Program Description:

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

### Program Objectives:

- Maintain and promote excellent customer service standards at the One Stop Permit Center and in the field;
- Perform requested onsite building inspections in a timely and courteous manner;
- Perform effective and efficient plan review in Department acceptable timeframes for compliance with building, residential, electrical, plumbing, mechanical, energy, FEMA regulations, green building standards, and accessibility standards;
- Provide staff support to the Development Review Committee, Minor Exception Permit Committee, Historic and Scenic Preservation Commission, Disaster Council, Fire Department, Code Enforcement, Municipal Utilities Department, One Stop Permit Center, and local chapters of the International Code Council;
- Review and implement Assembly Bill 717 and Senate Bill 1608, to meet the continuing education and accessibility requirements that applies to the Building Division;
- Continue to upgrade the department methods for storage of building plans to comply with state laws by digitizing plans;
- Administer FEMA flood plain regulations and public outreach programs for inclusion of the City in the Community Rating System;
- Evaluate and investigate existing structures within the city for compliance with various municipal codes and state regulations;
- Prepare for disaster response by training and certification in emergency services;
- Maintain and improve accessibility throughout the city by obtaining the services of certified access specialists; and
- Perform business license inspections to ensure compliance with city regulations for business uses and safety of the public.

### Significant Program Changes:

- Developed a strategy to fill vacant positions.
- Improve plan review turnaround times by increasing budget for contract plan review services;
- Reorganized office space and functions within the department;
- Continue to train and implement the new editions of the California Building Codes.
- Accessibility knowledge and state certification for staff in the Certified Access Specialist program.

Accomplishments for Fiscal Year 2014-15:

- Issued approximately 2,147 permits for building, electrical, mechanical, plumbing, or combinations thereof.
- Performed plan review for more than 228 plans;
- Processed more than 195 fire sprinkler/alarm plans;
- Performed more than 7,568 inspections within the next business day of the request;
- Conducted in excess of 124 business license inspections;
- Respond to approximately 2,150 public counter contacts at the One Stop Permit Center for customer assistance;
- Produced in excess of 30 public record requests for internal and external customers;
- Responded to approximately 70 complaints and conducted the initial inspection within 48 hours;
- Provided staff support for the improvement of City Works computer permitting software program;
- Provided guidance and support to citizens affected by the changes to the flood insurance program;
- Provided building activity reports to the county, state, and federal government;
- Provided staff to the One Stop Permit Center, Development Review, Preliminary Review, minor exception committee and special reviews with applicants.

City of Redlands
2015-2016
Adopted Budget

**DEPARTMENT/DIVISION**
BUILDING & SAFETY

**FUND**
GENERAL FUND

**ORGKEY**
101162

| | 2013-14 ACTUAL (AUDITED) | 2014-15 ADJUSTED BUDGET | 2014-15 12 MONTH ESTIMATED | 2015-16 COUNCIL ADOPTED |
|---|---|---|---|---|
| **SALARIES AND BENEFITS** | | | | |
| 4000 Full Time Salaries | 392,298 | 480,242 | 308,300 | 520,346 |
| 4005 Salaries: Part Time | 0 | 0 | 6,000 | 6,000 |
| 4010 Overtime Salaries | 1,866 | 5,000 | 5,000 | 5,000 |
| 4015 Banked Leave Buy Back | 13,920 | 14,571 | 27,333 | 12,087 |
| 4050 Pension Contributions | 82,816 | 91,634 | 55,763 | 98,606 |
| 4051 Fica/Medicare | 28,951 | 36,921 | 24,665 | 40,264 |
| 4053 Deferred Compensation | 2,553 | 3,413 | 2,590 | 5,761 |
| 4055 Health/Dental Insurance | 61,572 | 65,829 | 31,722 | 58,179 |
| 4056 Worker's Comp Insurance | 13,969 | 7,096 | 7,096 | 8,836 |
| 4057 Disability Insurance | 2,480 | 2,614 | 1,496 | 2,693 |
| 4058 Unemployment Insurance | 2,023 | 2,921 | 2,386 | 2,921 |
| 4059 Life Insurance | 356 | 424 | 220 | 424 |
| 4080 Vehicle Allowance | 475 | 480 | 480 | 480 |
| 4081 Eyecare Reimbursement | 647 | 1,514 | 600 | 1,514 |
| 4084 Clothing Cash Payment | 800 | 866 | 666 | 866 |
| 4085 Other Taxable Benefits | 7,165 | 4,410 | 5,903 | 4,560 |
| TOTAL SALARIES AND BENEFITS | 611,891 | 717,935 | 480,220 | 768,537 |
| **SERVICES** | | | | |
| 5103 Software Support/Development | 0 | 0 | 0 | 10,000 |
| 5190 Other Professional Services | 15,913 | 15,000 | 143,761 | 120,000 |
| 5240 Meetings & Professional Devlpmt | 4,013 | 2,600 | 2,600 | 6,900 |
| 5255 Travel Expense Reimbursement | 197 | 200 | 200 | 300 |
| 5270 Printing and Binding | 2,895 | 2,900 | 1,000 | 2,900 |
| 5275 Postage | 11 | 200 | 50 | 200 |
| 5280 Advertising | 0 | 0 | 350 | 0 |
| 5303 Telephone | 3,679 | 3,040 | 3,040 | 3,040 |
| 5395 Info Technology Services Charges | 17,966 | 17,966 | 17,966 | 96,395 |
| 5396 City Garage Charges | 5,402 | 4,671 | 4,671 | 4,156 |
| 5570 Office Equip & Furn Rent | 2,959 | 2,500 | 3,000 | 3,000 |
| 5800 Subscriptions & Memberships | 1,089 | 600 | 600 | 900 |
| TOTAL SERVICES | 54,124 | 49,677 | 177,238 | 247,791 |

City of Redlands
2015-2016
Adopted Budget

**DEPARTMENT/DIVISION**
BUILDING & SAFETY

**FUND**
GENERAL FUND

**ORGKEY**
101162

| | 2013-14 ACTUAL (AUDITED) | 2014-15 ADJUSTED BUDGET | 2014-15 12 MONTH ESTIMATED | 2015-16 COUNCIL ADOPTED |
|---|---|---|---|---|
| **SUPPLIES** | | | | |
| 6130 Books & Supplies | 4,858 | 225 | 225 | 2,000 |
| 6140 Office Supplies | 1,149 | 1,200 | 600 | 1,200 |
| 6180 Turnouts/Uniforms/Safety Equip | 12 | 100 | 0 | 100 |
| 6500 Office Equipment and Furniture | 0 | 775 | 775 | 0 |
| TOTAL SUPPLIES | 6,019 | 2,300 | 1,600 | 3,300 |
| **FIXED ASSETS** | | | | |
| 7060 Office Furniture | 0 | 0 | 10,000 | 0 |
| 7150 Other Betterments/Improvements | 0 | 0 | 40,000 | 0 |
| TOTAL FIXED ASSETS | 0 | 0 | 50,000 | 0 |
| DIVISION TOTAL | 672,034 | 769,912 | 709,058 | 1,019,628 |

# City of Redlands
# 2015-2016
# Adopted Budget

## Development Services Department
## Planning Division

**Program Description:**

The Planning Division plays a critical role in achieving the City's goals and objectives relative to the physical development of the community. This program performs current and advanced planning functions which includes: processing of land development applications; responding to land use inquiries from residents, business owners and development professionals; maintenance and updates of the general plan, specific plans and development code; project management on special projects; administering contracts with consultants hired to perform environmental and planning services; annexation requests; management of the One Stop Permit Center; and provides technical and professional support to the Environmental Review Committee, the Historic and Scenic Preservation Commission, the Planning Commission and the City Council.

**Program Objectives:**

- Accept process and prepare staff reports as necessary for land use applications and permits as required to satisfy legally required procedures to allow a formal decision;
- Respond to telephone and public counter queries for customer assistance at the One Stop Permit Center and at the Planning Division Office;
- Provide staff support to the Planning Commission, the Historic and Scenic Preservation Commission, and the Environmental Review Committee, in the form of staff reports, presentations, agendas, legal advertising and notices, and recording of minutes. This includes approximately 18 Planning Commission meetings, twelve Historic and Scenic Preservation Commission meetings, and twenty-two Environmental Review Committee meetings;
- Process City-initiated general plan amendments and development code amendments as directed by the City Council, and as mandated by the State of California;
- Process annexations as required for unincorporated areas to accommodate proposed and pending development;
- Reviews final grading, building, and landscaping plans prior to issuance of building permits to ensure compliance with code requirements and any conditions of approval;
- Perform final occupancy inspections on building projects as required to ensure compliance with conditions of approval and development code standards;
- Continue to evaluate Planning procedures for efficiency and effectiveness and implement changes as necessary to department procedures and development code regulations;
- Maintain a community education program to include: Internet web pages, newspaper articles, and speaking engagements; and
- Assist in the implementation of new software at the One Stop Permit Center for improved project tracking and reporting.

**Significant Program Changes:**

- Modifying One Stop Permit Center Planner position from part-time to full-time. This will add approximately twenty-five (25) percent to the planning staff's time who presently must cover the One Stop Counter, as well as an additional five (5) to ten (10) percent of the planner's time on following up research from customer inquiries at the One Stop. This savings will be used to work

on current and advanced planning projects which currently require the planners to work overtime to complete.

- City Planner position will oversee the day to day operations of the Planning Division. This will free-up the Director's and Assistant Director's time and provide the opportunity to work on City Council items, City Manager assignments, and other assignments that come about.

Accomplishments for Fiscal Year 2014-2015:

- Responded to over 10,000 phone calls from the public;
- Attended to over 3,500 counter calls;
- Over 400 Development Applications processed;
- Over 200 Staff Reports written for the City Council, Planning Commission, Historic and Scenic Preservation Commission and Environmental Review Committee;
- Preparation and noticing responsibilities for 74 meeting agendas consisting of: 23 Planning Commission Agendas; 18 Environmental Review Committee Agendas; 19 Development/Preliminary Review Committee Agendas; and 14 Historic and Scenic Preservation Commission Agendas;
- Processed 228 Plan checks reviewed and completed;
- Completed entitlements for the Heritage Park Master Plan which will guide development of a City-owned 18.4 acres park located at the southeast corner of Nevada Street and Orange Avenue. The park contains a number of venues; most notably the restoration and expansion of the Barton Schoolhouse,
- Completed approval of Ordinance No. 2791 which added Chapter 18.190 to the Redlands Municipal Code which established conditional use permit requirements for new alcoholic beverage sales activities, and established regulations for alcoholic beverage sales activities which are deemed approved status;
- Completed approval of Ordinance No. 2816 for the adoption of the 2013 State Building Code and a number of local amendments to the Redlands Municipal Code.
- Obtain approval of an amended contract and budget to initiate a comprehensive update to the Redlands General Plan. The process is expected to be completed within two years;
- Participating member of the Task Force to complete the Habitat Conservation Plan for the Upper Santa Ana Wash Plan Land Management and Habitat Conservation Plan which encompasses 4,467 acres and is bounded by Greenspot Road to the north and east (City of Highland), Alabama Street to the west, and the Santa Ana River Wash to the south (City of Redlands).
- Competed the final occupancy and tenant improvement requirements for the Amazon Fulfillment Center within a 703,360 square foot industrial building on 33.53 acres located at the southwest corner of San Bernardino Avenue and Almond Avenue.
- Competed entitlements for two warehouse distribution centers consisting of 600,727 square feet and 499,724 square feet for Hillwood Investment Properties on 50.67 acres located north of the Interstate 10 Freeway and east of Bryn Mawr Avenue.
- Completed entitlement for the reuse of the La Rosita drive-through restaurant with a new Starbucks coffee shop located at 625 Redlands Boulevard.
- Staff providing administrative oversight, including contract administration and coordination with consultant for SMARA compliance for the six quarries and two reclamation plans operated by CEMEX Materials and Robertson's Ready Mix in the Upper Santa Ana River Wash;
- Jointly overseeing operations and staffing of One Stop Permit Center.
- Processed the designation of two properties located at 721 Crescent Street and 1621 Garden Street;

City of Redlands
2015-2016
Adopted Budget

**DEPARTMENT/DIVISION**
PLANNING

**FUND**
GENERAL FUND

**ORGKEY**
101164

| | 2013-14 ACTUAL (AUDITED) | 2014-15 ADJUSTED BUDGET | 2014-15 12 MONTH ESTIMATED | 2015-16 COUNCIL ADOPTED |
|---|---|---|---|---|
| **SALARIES AND BENEFITS** | | | | |
| 4000 Full Time Salaries | 572,070 | 635,033 | 609,041 | 804,338 |
| 4005 Salaries:Part Time | 4,141 | 167,212 | 50,000 | 162,000 |
| 4010 Overtime Salaries | 5,735 | 5,000 | 5,000 | 6,000 |
| 4015 Banked Leave Buy Back | 19,228 | 16,193 | 18,135 | 14,030 |
| 4050 Pension Contributions | 122,293 | 103,077 | 111,023 | 155,072 |
| 4051 Fica/Medicare | 41,534 | 60,521 | 45,195 | 63,387 |
| 4053 Deferred Compensation | 6,104 | 7,086 | 7,554 | 9,690 |
| 4055 Health/Dental Insurance | 88,647 | 74,715 | 84,112 | 98,285 |
| 4056 Worker's Comp Insurance | 10,792 | 29,163 | 29,163 | 36,316 |
| 4057 Disability Insurance | 2,934 | 2,754 | 2,453 | 2,776 |
| 4058 Unemployment Insurance | 2,903 | 5,017 | 5,017 | 4,804 |
| 4059 Life Insurance | 448 | 477 | 477 | 603 |
| 4080 Vehicle Allowance | 475 | 480 | 480 | 480 |
| 4081 Eyecare Reimbursement | 653 | 1,703 | 1,070 | 2,153 |
| 4084 Clothing Cash Payment | 1,100 | 1,034 | 834 | 934 |
| 4085 Other Taxable Benefits | 2,752 | 510 | 1,672 | 1,995 |
| TOTAL SALARIES AND BENEFITS | 881,809 | 1,109,975 | 971,226 | 1,362,863 |
| **SERVICES** | | | | |
| 5103 Software Support & Maintenance | 0 | 0 | 0 | 25,320 |
| 5110 Architect & Engineer | 0 | 16,500 | 16,500 | 0 |
| 5190 Other Professional Services | 106,688 | 216,559 | 426,559 | 965,000 |
| 5240 Meetings & Professional Devlpmnt | 1,890 | 10,000 | 10,000 | 20,000 |
| 5255 Travel Expense Reimbursement | 245 | 300 | 700 | 700 |
| 5270 Printing and Binding | 5,242 | 6,850 | 13,000 | 13,000 |
| 5275 Postage | 2,411 | 2,500 | 2,500 | 3,000 |
| 5280 Advertising | 14,060 | 15,450 | 12,000 | 15,000 |
| 5303 Telephone | 5,911 | 5,200 | 5,200 | 5,200 |
| 5395 Info Technology Services Charges | 25,331 | 26,000 | 26,000 | 132,260 |
| 5396 City Garage Charges | 866 | 500 | 500 | 445 |
| 5570 Office Equip & Furn Rent | 2,959 | 2,500 | 3,000 | 3,000 |

City of Redlands
2015-2016
Adopted Budget

**DEPARTMENT/DIVISION**
PLANNING

**FUND**
GENERAL FUND

**ORGKEY**
101164

| | 2013-14 ACTUAL (AUDITED) | 2014-15 ADJUSTED BUDGET | 2014-15 12 MONTH ESTIMATED | 2015-16 COUNCIL ADOPTED |
|---|---|---|---|---|
| **SERVICES (CONT)** | | | | |
| 5800 Subscriptions & Memberships | 1,135 | 2,270 | 2,270 | 3,735 |
| 5880 Special Contractual Services | 2,381 | 59,237 | 59,237 | 7,050 |
| 5950 Bad Debt Expense | 0 | 0 | 248 | 250 |
| TOTAL SERVICES | 169,119 | 363,866 | 577,714 | 1,193,960 |
| **SUPPLIES** | | | | |
| 6130 Books & Supplies | 712 | 1,000 | 1,000 | 1,000 |
| 6140 Office Supplies | 3,263 | 5,000 | 3,000 | 3,500 |
| 6410 Motor Vehicle Supplies | 15 | 0 | 0 | 0 |
| 6500 Office Equipment & Furniture | 519 | 0 | 0 | 0 |
| 6560 Food | 0 | 0 | 50 | 50 |
| 6590 Special Departmental Supplies | 0 | 1,000 | 0 | 0 |
| TOTAL SUPPLIES | 4,509 | 7,000 | 4,050 | 4,550 |
| **FIXED ASSETS** | | | | |
| 7060 Office Furniture | 0 | 46,700 | 76,700 | 0 |
| 7150 Other Betterments/Improvement | 0 | 57,142 | 87,142 | 0 |
| TOTAL FIXED ASSETS | 0 | 103,842 | 163,842 | 0 |
| DIVISION TOTAL | 1,055,437 | 1,584,683 | 1,716,832 | 2,561,373 |
| DEPARTMENT TOTAL | 1,973,746 | 2,719,985 | 2,863,065 | 4,052,844 |

# City of Redlands
# 2015-2016
# Adopted Budget

## Development Services Department
## Downtown Redlands

**Program Description:**

The division is dedicated to ensuring the downtown is considered the heart of the community to stimulate shopping and dining and making the downtown a true destination. The division concentrates efforts on promotion and enhanced maintenance efforts. Promotional events include Market Night, Saturday Farmers' Market, Surfin' State Street, Movies in the Park, and other popular downtown events.

**Program Objectives:**

- Preserve the integrity of historic downtown and cultivate prosperity for the businesses.
- Help stimulate downtown's economic vitality.
- Enrich the downtown area with activities such as Market Night and promotions that are conducive to family participation.
- Enhance the downtown with enhanced streetscape, furnishings and decorations.

**Significant Program Changes:**

- The program area includes the following downtown boundaries: I-10 to the north, Church Street to the east, Olive Avenue to the south, and Texas Street to the west.
- Street sweeping four days per week and pressure washing sidewalks.*
- Expanding DTR Art Walk and other downtown events.*
- Budgeting bank fee expenditures resulting from the implementation of Web services for accepting electronic payments for vendor reservations.*
- Ongoing electrical improvements for Market Night.*
- Continuation of physical enhancements downtown.*

**Accomplishments for Fiscal Year 2014-2015:**

- Awarded a USDA Farmers' Market Promotion Program grant in the amount of $79,056*
- Expanded the number of Saturday Farmers' Market participants.*
- Oversaw and managed Market Night, Saturday Farmers' Market, Movies in the Park series, Spring Egg Hunt, DTR Art Walks, Surfin' State Street, Safe Trick-or-Treat, Holiday Kickoff, Holiday Décor and Entertainment Program; Holiday Parade liaison.*
- Administered and coordinated marketing and publicity efforts.*
- Implemented Web-based application and reservation system for Market Night.*
- Added dedicated downtown maintenance personnel.*
- Coordinated monthly Small Business Workshops in cooperation with SCORE.

**Meets or supports City of Redlands 2014-2017 Strategic Plan and/or Redlands Economic Development Action Plan.*

City of Redlands
2015-2016
Adopted Budget

**DEPARTMENT/DIVISION**
DOWNTOWN REDLANDS BUSINESS AREA

**FUND**
DOWNTOWN REDLANDS BUSINESS AREA FUND

**ORGKEY**
236166

| | 2013-14 ACTUAL (AUDITED) | 2014-15 ADJUSTED BUDGET | 2014-15 12 MONTH ESTIMATED | 2015-16 COUNCIL ADOPTED |
|---|---|---|---|---|
| **SALARIES AND BENEFITS** | | | | |
| 4000 Full Time Salaries | 94,977 | 102,128 | 97,752 | 92,035 |
| 4005 Salaries: Part Time | 7,679 | 39,628 | 30,050 | 15,380 |
| 4010 Overtime Salaries | 748 | 0 | 285 | 0 |
| 4015 Banked Leave Buy Back | 3,760 | 3,954 | 4,407 | 2,051 |
| 4050 Pension Contributions | 20,886 | 19,156 | 17,891 | 17,353 |
| 4051 Fica/Medicare | 7,977 | 10,741 | 10,741 | 8,709 |
| 4053 Deferred Compensation | 1,072 | 1,072 | 1,076 | 860 |
| 4055 Health/Dental Insurance | 12,157 | 3,101 | 3,187 | 3,375 |
| 4056 Worker's Comp Insurance | 5,996 | 1,549 | 1,549 | 1,929 |
| 4057 Disability Insurance | 69 | 77 | 77 | 71 |
| 4058 Unemployment Insurance | 826 | 1,744 | 1,161 | 933 |
| 4059 Life Insurance | 75 | 80 | 80 | 72 |
| 4080 Vehicle Allowance | 55 | 60 | 60 | 0 |
| 4081 Eyecare Reimbursement | 270 | 270 | 270 | 259 |
| 4084 Clothing Cash Payment | 0 | 30 | 30 | 30 |
| 4085 Other Taxable Benefits | 2,050 | 4,649 | 4,649 | 4,350 |
| TOTAL SALARIES AND BENEFITS | 158,597 | 188,239 | 173,265 | 147,407 |
| **SERVICES** | | | | |
| 5034 Bank/Collection Agent Fees | 0 | 6,000 | 2,500 | 6,000 |
| 5160 Auditing and Accounting | 1,200 | 0 | 0 | 0 |
| 5240 Meeting & Professional Devlpmt | 0 | 6,073 | 6,073 | 0 |
| 5255 Travel Expense Reimbursement | 38 | 0 | 0 | 0 |
| 5270 Printing and Binding | 0 | 500 | 500 | 500 |
| 5275 Postage | 3 | 50 | 50 | 50 |
| 5280 Advertising | 0 | 14,000 | 14,000 | 0 |
| 5300 Water, Sewer, Disposal | 2,096 | 1,800 | 1,800 | 1,800 |
| 5303 Telephone | 954 | 3,135 | 3,135 | 3,135 |
| 5310 Electricity & Gas | 2,433 | 2,500 | 2,500 | 2,500 |
| 5392 License & Permits | 2,498 | 2,780 | 2,780 | 3,180 |
| 5395 Info Technology Services Charge | 3,417 | 11,099 | 11,099 | 19,447 |

City of Redlands
2015-2016
Adopted Budget

**DEPARTMENT/DIVISION**
DOWNTOWN REDLANDS BUSINESS AREA

**FUND**
DOWNTOWN REDLANDS BUSINESS AREA FUND

**ORGKEY**
236166

| | 2013-14 ACTUAL (AUDITED) | 2014-15 ADJUSTED BUDGET | 2014-15 12 MONTH ESTIMATED | 2015-16 COUNCIL ADOPTED |
|---|---|---|---|---|
| **SERVICES (CONT)** | | | | |
| 5396 City Garage Charges | 350 | 395 | 395 | 351 |
| 5570 Office Equip & Furn Rent | 2,959 | 3,242 | 3,242 | 3,242 |
| 5760 Special Program Expenditures | 18,105 | 35,154 | 35,154 | 51,700 |
| 5800 Subscriptions & Memberships | 250 | 700 | 550 | 550 |
| 5870 General Govt Service Charge | 32,758 | 33,184 | 33,184 | 33,350 |
| 5880 Special Contractual Services | 53,135 | 125,145 | 125,145 | 142,145 |
| 5950 Bad Debt Expense | 4 | 400 | 0 | 0 |
| TOTAL SERVICES | 120,200 | 246,157 | 242,107 | 267,950 |
| **SUPPLIES** | | | | |
| 6140 Office Supplies | 973 | 1,050 | 1,050 | 700 |
| 6190 Photo & Copying Supplies | 175 | 0 | 0 | 800 |
| 6210 Repair/Maintenance Supplies | 18 | 2,500 | 500 | 2,000 |
| 6375 Computer Components | 0 | 975 | 975 | 1,800 |
| 6520 Promotional Supplies | 1,000 | 3,000 | 3,000 | 10,000 |
| 6510 Small Tools & Equipment | 0 | 0 | 0 | 2,500 |
| 6590 Special Departmental Supplies | 350 | 31,750 | 31,750 | 12,500 |
| TOTAL SUPPLIES | 2,516 | 39,275 | 37,275 | 30,300 |
| **FIXED ASSETS** | | | | |
| 7140 All Other Equipment | 0 | 15,000 | 15,000 | 0 |
| 7150 Other Betterments/Improvement | 0 | 50,000 | 50,000 | 25,000 |
| TOTAL FIXED ASSETS | 0 | 65,000 | 65,000 | 25,000 |
| FUND TOTAL | 281,313 | 538,671 | 517,647 | 470,657 |

City of Redlands
2015-2016
Adopted Job Ledger Budget

**Department**
Development Services

**Fund**
DRBA

**Orgkey**
236166

| Job Ledger No. | Project/Program Description | FY 2015 12-Month Estimate | FY 2016 Budget Request |
|---|---|---|---|
| 15000 | General Administration (66) | 179,844 | 215,832 |
| 15001 | Ads & Promotions/Events | 41,222 | 56,000 |
| 15003 | Beautification | 172,145 | 143,145 |
| 15006 | Market Night | 41,040 | 52,840 |
| 15009 | Saturday Morning Farmers' Market | 4,340 | 2,840 |
| 15010 | Farmer's Market Promo Program Grnt | 79,056 | 0 |
| | TOTALS | $517,647 | $470,657 |

# City of Redlands
# 2015-2016
# Adopted Budget

## Development Services Department
## Community Development Block Grant Program (CDBG)

**Program Description:**

In Fiscal year 2015-2016 the City of Redlands will become a Participating Jurisdiction (PJ) in the County of San Bernardino's Urban County Program. The City receives an annual award from the U.S. Department of Housing and Urban Development (HUD). The County of San Bernardino administers the award on behalf of the City and retains 20% of the annual award for administrative expenses.

**Program Objectives:**

- Development of a viable urban community by providing decent housing, suitable living environments and expanded economic opportunity for City residents, particularly those earning low and moderate incomes.
- Aid in the prevention or elimination of slums or blight.
- Aid in activities designed to meet other community development needs having a particular urgency because existing conditions pose a serious and immediate threat to the health or welfare of the community where other financial resources are not available to meet such needs.

**Significant Program Changes for Fiscal Year 2015-2016:**

- The City became a Participating Jurisdiction in San Bernardino's Urban County Program. The majority of all administrative tasks associated with the CDBG program will be performed by the County.
- The City will continue to provide administrative oversight of all public service sub-recipient awards.

**Accomplishments for Fiscal Year 2014-2015:**

- Completed the One-Year Action Plan for FY 2014-2015.
- Completed substantial amendments to the 2009-2014 Consolidated Plan and the 2014-2015. Action Plan to facilitate two (2) new capital improvement projects (A.K. Smiley Library Water Leakage Mitigation project and the Civic Center, Suite 20 ADA Improvement project) that commenced construction in 2014-2015 and will be completed in early 2015-2016.
- Completed the Consolidated Annual Performance and Evaluation Report for FY 2013-2014
- Provided administration and audit support to public services agencies and related programs.
- Completed two (2) Microenterprise Assistance Program (MAP) Grants for $25,000 each which created two (2) new jobs.
- Completed the Joslyn Senior Center Parking Lot Rehabilitation CIP Project.
- Completed the New Sidewalk and ADA Ramp Infill CIP Project.

City of Redlands
2015-2016
Adopted Budget

**DEPARTMENT/DIVISION**
CDBG PROGRAM

**FUND**
COMMUNITY DEVELOPMENT BLOCK GRANT FUND

**ORGKEY**
243164

| | 2013-14 ACTUAL (AUDITED) | 2014-15 ADJUSTED BUDGET | 2014-15 12 MONTH ESTIMATED | 2015-16 COUNCIL ADOPTED |
|---|---|---|---|---|
| **SALARIES AND BENEFITS** | | | | |
| 4000 Full Time Salaries | 0 | 0 | 0 | 30,023 |
| 4050 Pension Contributions | 0 | 0 | 0 | 5,689 |
| 4051 Fica/Medicare | 0 | 0 | 0 | 2,297 |
| 4055 Health/Dental Insurance | 0 | 0 | 0 | 5,269 |
| 4057 Disability Insurance | 0 | 0 | 0 | 44 |
| 4058 Unemployment Insurance | 0 | 0 | 0 | 139 |
| 4059 Life Insurance | 0 | 0 | 0 | 20 |
| TOTAL SALARIES AND BENEFITS | 0 | 0 | 0 | 43,481 |
| **SERVICES** | | | | |
| 5270 Printing and Binding | 0 | 0 | 0 | 800 |
| 5275 Postage | 0 | 0 | 0 | 50 |
| 5280 Advertising | 0 | 0 | 0 | 800 |
| 5880 Special Contractual Services | 0 | 0 | 0 | 52,843 |
| TOTAL SERVICES | 0 | 0 | 0 | 54,493 |
| **FIXED ASSETS** | | | | |
| 7150 Other Betterments/Improvement | 0 | 0 | 0 | 82,956 |
| 7230 Street Construction | 0 | 0 | 0 | 141,357 |
| TOTAL FIXED ASSETS | 0 | 0 | 0 | 224,313 |
| DEPARTMENT TOTAL | 0 | 0 | 0 | 322,287 |

City of Redlands
2015-2016
Adopted Job Ledger Budget

**Department**
Development Services

**Fund**
CDBG

**Orgkey**
243164

| Job Ledger No. | Project/Program Description | FY 2015 12-Month Estimate | FY 2016 Budget Request |
|---|---|---|---|
| 43055 | Family Services Association of Redlands | 0 | 21,343 |
| 43056 | YMCA - Legal Aid | 0 | 9,000 |
| 43057 | Inland Temporary Homes | 0 | 9,000 |
| 43058 | Family Services Association - Senior Meals | 0 | 9,000 |
| 43059 | AK Smiley Library - Restroom ADA Imprvmnts | 0 | 108,000 |
| 43060 | Alley/Street Improvement Project | 0 | 165,944 |
| | TOTALS | $0 | $322,287 |

City of Redlands
2015-2016
Adopted Budget

**DEPARTMENT/DIVISION**
CDBG PROGRAM

**FUND**
COMMUNITY DEVELOPMENT BLOCK GRANT FUND

**ORGKEY**
243300

| | 2013-14 ACTUAL (AUDITED) | 2014-15 ADJUSTED BUDGET | 2014-15 12 MONTH ESTIMATED | 2015-16 COUNCIL ADOPTED |
|---|---|---|---|---|
| **SALARIES AND BENEFITS** | | | | |
| 4000 Full Time Salaries | 44,708 | 94,903 | 94,903 | 0 |
| 4050 Pension Contributions | 9,310 | 17,371 | 17,371 | 0 |
| 4051 Fica/Medicare | 3,948 | 7,261 | 7,261 | 0 |
| 4055 Health/Dental Insurance | 7,225 | 15,531 | 15,531 | 0 |
| 4057 Disability Insurance | 0 | 74 | 74 | 0 |
| 4058 Unemployment Insurance | 0 | 424 | 424 | 0 |
| 4059 Life Insurance | 30 | 61 | 61 | 0 |
| TOTAL SALARIES AND BENEFITS | 65,221 | 135,625 | 135,625 | 0 |
| **SERVICES** | | | | |
| 5190 Other Professional Services | 10,723 | 44,214 | 44,214 | 0 |
| 5255 Travel/Expense Reimbursement | 100 | 100 | 100 | 0 |
| 5270 Printing and Binding | 0 | 1,981 | 1,981 | 0 |
| 5275 Postage | 109 | 100 | 100 | 0 |
| 5280 Advertising | 977 | 2,100 | 2,100 | 0 |
| 5760 Special Program Expenditures | 175,588 | 39,276 | 39,276 | 0 |
| 5880 Special Contractual Services | 89,436 | 84,957 | 84,957 | 0 |
| TOTAL SERVICES | 276,933 | 172,728 | 172,728 | 0 |
| **SUPPLIES** | | | | |
| 6140 Office Supplies | 309 | 250 | 250 | 0 |
| TOTAL SUPPLIES | 309 | 250 | 250 | 0 |
| **FIXED ASSETS** | | | | |
| 7150 Other Betterments/Improvement | 0 | 145,221 | 145,221 | 0 |
| 7230 Street Construction | 26,958 | 595,812 | 595,812 | 0 |
| TOTAL FIXED ASSETS | 26,958 | 741,033 | 741,033 | 0 |
| DEPARTMENT TOTAL | 369,421 | 1,049,636 | 1,049,636 | 0 |
| FUND TOTAL | 369,421 | 1,049,636 | 1,049,636 | 322,287 |

City of Redlands
2015-2016
Adopted Job Ledger Budget

**Department**
Development Services

**Fund**
CDBG

**Orgkey**
243300

| Job Ledger No. | Project/Program Description | FY 2015 12-Month Estimate | FY 2016 Budget Request |
|---|---|---|---|
| 43000 | Administration | 66,610 | 0 |
| 43003 | YMCA of the East Valley | 15,000 | 0 |
| 43035 | Inland Fair Housing & Mediation | 20,000 | 0 |
| 43036 | Family Services Association of Redlands | 34,957 | 0 |
| 43038 | Inland Temporary Homes | 15,000 | 0 |
| 43046 | Microenterprise Grant Program | 39,276 | 0 |
| 43049 | ADA Sidewalk Improvements 2014 | 733,793 | 0 |
| 43050 | Joslyn Senior Center Prkg Lot Project | 115,000 | 0 |
| 43052 | Civic Center, Suite 20 - ADA Improvements | 10,000 | 0 |
| | TOTALS | $1,049,636 | $0 |

City of Redlands
2015-2016
Adopted Budget

**DEPARTMENT/DIVISION**
NEIGHBORHOOD INITIATIVE PROGRAM

**FUND**
NEIGHBORHOOD INITIATIVE PROGRAM FUND

**ORGKEY**
245182

| | 2013-14 ACTUAL (AUDITED) | 2014-15 ADJUSTED BUDGET | 2014-15 12 MONTH ESTIMATED | 2015-16 COUNCIL ADOPTED |
|---|---|---|---|---|
| **SALARIES AND BENEFITS** | | | | |
| 4000 Full Time Salaries | 1,115 | 0 | 0 | 0 |
| 4005 Salaries: Part Time | 239 | 0 | 0 | 0 |
| 4050 Pension Contributions | 213 | 0 | 0 | 0 |
| 4051 Fica/Medicare | 101 | 0 | 0 | 0 |
| 4055 Health/Dental Insurance | 259 | 0 | 0 | 0 |
| 4057 Disability Insurance | 10 | 0 | 0 | 0 |
| 4058 Unemployment Insurance | 17 | 0 | 0 | 0 |
| 4059 Life Insurance | 2 | 0 | 0 | 0 |
| TOTAL SALARIES AND BENEFITS | 1,956 | 0 | 0 | 0 |
| **SUPPLIES** | | | | |
| 6210 Repair/Maintenance Supplies | 816 | 0 | 0 | 0 |
| TOTAL SUPPLIES | 816 | 0 | 0 | 0 |
| FUND TOTAL | 2,772 | 0 | 0 | 0 |

# City of Redlands
# 2015-2016
# Adopted Budget

## Development Services Department
## Successor Agency

**Program Description:**

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

**Program Goals:**

- Make required payments on existing obligations of the former redevelopment agency including bond debt.
- Dispose of the properties of the former redevelopment agency to maximize the value, but in the most expeditious manner.
- Provide support to the seven-member volunteer Oversight Board that approves the debt schedule of the Successor Agency and oversee the disposition of Agency assets.

The outstanding debt of the former redevelopment agency is not an obligation of the General Fund. The City, as a Successor Agency, has prepared a Recognized Obligation Payment Schedule listing the obligations for which the county auditor-controller will allocate property tax revenue to the city each January 16th and June 1st to pay for the obligations. An Administrative Budget has also been prepared to allocate an annual allotment of $250,000 for staff costs and administrative expenses of the Successor Agency.

City of Redlands
2015-2016
Adopted Budget

**DEPARTMENT/DIVISION**
SUCCESSOR AGENCY DEBT SERVICE

**FUND**
SUCCESSOR TO RDA DEBT SERVICE FUND

**ORGKEY**
380182

| | 2013-14 ACTUAL (AUDITED) | 2014-15 ADJUSTED BUDGET | 2014-15 12 MONTH ESTIMATED | 2015-16 COUNCIL ADOPTED |
|---|---|---|---|---|
| **SERVICES** | | | | |
| 5030 Fiscal Agent Fees | 16,600 | 17,500 | 17,500 | 17,500 |
| 5190 Other Professional Services | 0 | 1,500 | 1,500 | 1,000 |
| 5760 Special Program Expenditures | 0 | 110,000 | 2,997,400 | 0 |
| TOTAL SERVICES | 16,600 | 129,000 | 3,016,400 | 18,500 |
| **DEBT SERVICE** | | | | |
| 8100 Principal | 0 | 2,355,000 | 2,355,000 | 2,470,000 |
| 8200 Interest | 1,248,215 | 1,184,478 | 1,184,478 | 1,070,829 |
| TOTAL DEBT SERVICE | 1,248,215 | 3,539,478 | 3,539,478 | 3,540,829 |
| FUND TOTAL | 1,264,815 | 3,668,478 | 6,555,878 | 3,559,329 |

City of Redlands
2015-2016
Adopted Budget

**DEPARTMENT/DIVISION**
SUCCESSOR AGENCY ADMINISTRATION

**FUND**
SUCCESSOR TO RDA GENERAL FUND

**ORGKEY**
480180

| | 2013-14 ACTUAL (AUDITED) | 2014-15 ADJUSTED BUDGET | 2014-15 12 MONTH ESTIMATED | 2015-16 COUNCIL ADOPTED |
|---|---|---|---|---|
| **SALARIES AND BENEFITS** | | | | |
| 4000 Full Time Salaries | 64,930 | 74,669 | 123,796 | 132,656 |
| 4010 Overtime Salaries | 0 | 0 | 132 | 0 |
| 4015 Banked Leave Buy Back | 0 | 4,966 | 3,743 | 9,953 |
| 4050 Pension Contributions | 16,664 | 15,501 | 22,770 | 25,138 |
| 4051 Fica/Medicare | 4,406 | 5,289 | 8,751 | 10,495 |
| 4053 Deferred Compensation | 0 | 1,991 | 1,993 | 3,256 |
| 4055 Health/Dental Insurance | 3,092 | 8,232 | 10,238 | 15,028 |
| 4057 Disability Insurance | 12 | 56 | 31 | 164 |
| 4058 Unemployment Insurance | 0 | 282 | 201 | 525 |
| 4059 Life Insurance | 6 | 41 | 20 | 76 |
| 4080 Vehicle Allowance | 23 | 240 | 120 | 420 |
| 4081 Eyecare Reimbursement | 22 | 146 | 47 | 272 |
| 4082 Clothing Allowance | 113 | 22 | 0 | 141 |
| 4084 Clothing Cash Payment | 50 | 0 | 0 | 0 |
| 4085 Other Taxable Benefits | 214 | 81 | 0 | 128 |
| TOTAL SALARIES AND BENEFITS | 89,532 | 111,517 | 171,842 | 198,252 |
| **SERVICES** | | | | |
| 5140 Legal Services | 1,286 | 2,400 | 2,400 | 2,400 |
| 5142 City Attorney Legal Service | 0 | 4,140 | 4,140 | 4,140 |
| 5160 Auditing and Accounting | 0 | 1,000 | 1,000 | 0 |
| 5190 Other Professional Services | 0 | 10,000 | 0 | 14,726 |
| 5240 Meetings and Professional Dev | 0 | 1,140 | 1,140 | 1,140 |
| 5255 Travel Reimbursement | 0 | 1,140 | 1,140 | 1,140 |
| 5270 Printing and Binding | 1,174 | 1,636 | 1,330 | 1,636 |
| 5275 Postage | 0 | 500 | 500 | 500 |
| 5280 Advertising | 0 | 1,512 | 1,512 | 1,512 |
| 5300 Water, Sewer, Disposal | 501 | 0 | 0 | 0 |
| 5303 Telephone | 14,873 | 15,500 | 15,500 | 15,500 |
| 5310 Electricity & Gas | 11,062 | 0 | 0 | 0 |
| 5320 Janitorial Services | 1,725 | 0 | 0 | 0 |

City of Redlands
2015-2016
Adopted Budget

**DEPARTMENT/DIVISION**
SUCCESSOR AGENCY ADMINISTRATION

**FUND**
SUCCESSOR TO RDA GENERAL FUND

**ORGKEY**
480180

| | 2013-14 ACTUAL (AUDITED) | 2014-15 ADJUSTED BUDGET | 2014-15 12 MONTH ESTIMATED | 2015-16 COUNCIL ADOPTED |
|---|---|---|---|---|
| **SERVICES (CONT)** | | | | |
| 5395 Information Technology Charge | 0 | 0 | 306 | 306 |
| 5510 Land & Building Rent | 126,201 | 40,442 | 40,442 | 0 |
| 5570 Office Equip & Furn Rent | 2,959 | 4,800 | 4,800 | 4,800 |
| 5760 Special Program Expenditures | 0 | 50,325 | 0 | 0 |
| TOTAL SERVICES | 159,781 | 134,535 | 74,210 | 47,800 |
| **SUPPLIES** | | | | |
| 6130 Books & Supplies | 709 | 180 | 180 | 180 |
| 6140 Office Supplies | 0 | 2,000 | 2,000 | 2,000 |
| 6160 Medical Supplies | 0 | 30 | 30 | 30 |
| 6190 Photo & Copying Supplies | 0 | 500 | 500 | 500 |
| 6210 Repair/Maintenance Supplies | 0 | 1,038 | 1,038 | 1,038 |
| 6310 Janitorial Supplies | 0 | 100 | 100 | 100 |
| 6590 Special Departmental Supplies | 0 | 100 | 100 | 100 |
| TOTAL SUPPLIES | 709 | 3,948 | 3,948 | 3,948 |
| FUND TOTAL | 250,022 | 250,000 | 250,000 | 250,000 |

City of Redlands
2015-2016
Adopted Budget

**DEPARTMENT/DIVISION**
SUCCESSOR AGENCY OBLIGATIONS (OTHER)

**FUND**
SUCCESSOR TO RDA PROJECTS FUND

**ORGKEY**
488182

| | 2013-14 ACTUAL (AUDITED) | 2014-15 ADJUSTED BUDGET | 2014-15 12 MONTH ESTIMATED | 2015-16 COUNCIL ADOPTED |
|---|---|---|---|---|
| **SALARIES AND BENEFITS** | | | | |
| 4000 Full Time Salaries | 36,241 | 18,309 | 18,309 | 0 |
| 4010 Overtime | 214 | 0 | 0 | 0 |
| 4015 Banked Leave Buy Back | 563 | 281 | 281 | 0 |
| 4050 Pension Contributions | 7,412 | 3,352 | 3,352 | 0 |
| 4051 Fica/Medicare | 2,803 | 1,429 | 1,429 | 0 |
| 4053 Deferred Compensation | 375 | 197 | 197 | 0 |
| 4055 Health/Dental Insurance | 4,168 | 2,020 | 2,020 | 0 |
| 4057 Disability Insurance | 245 | 122 | 122 | 0 |
| 4058 Unemployment Insurance | 203 | 135 | 135 | 0 |
| 4059 Life Insurance | 39 | 20 | 20 | 0 |
| 4081 Eyecare Reimbursement | 10 | 14 | 14 | 0 |
| 4082 Clothing Allowance | 0 | 81 | 81 | 0 |
| 4085 Other Taxable Benefits | 0 | 9 | 9 | 0 |
| TOTAL SALARIES AND BENEFITS | 52,273 | 25,968 | 25,968 | 0 |
| **SERVICES** | | | | |
| 5140 Legal Services | 57,584 | 2,400 | 2,400 | 0 |
| 5160 Auditing and Accounting | 2,214 | 5,070 | 5,070 | 7,570 |
| 5760 Special Program Expenditures | 0 | 0 | 0 | 300,000 |
| 5760 Special Program Expenditures | 0 | 140,612 | 140,612 | 0 |
| TOTAL SERVICES | 59,798 | 148,082 | 148,082 | 307,570 |
| FUND TOTAL | 112,071 | 174,050 | 174,050 | 307,570 |

# City of Redlands
# 2015-2016
# Adopted Budget

## A. K. Smiley Public Library

### Mission Statement:

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

### Department Goals:

- Provide free and equitable access to library collections
- Emphasize the educational mission through programming for life-long learning
- Increase long-range giving to enhance the Library and capital improvements
- Restore library hours eliminated in 2010/2011
- Increase use of the much-in-demand public meeting room
- Secure the future of our volunteer driven adult literacy program

### Sustainability Efforts:

- Continue with digitization of local history records
- Complete HVAC repair project to become more energy efficient

### Performance Measures:

- Daily attendance at the Library, as well as events such as "Library Days," "Family Day," and the summer reading program and story times
- Circulation of Library materials and usage of computers and electronic resources
- Continue vigilance monitoring of the daily temperature in the building in order to provide a more comfortable environment for patrons, volunteers, and staff

### Program Description:

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

### Program Objectives:

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

Significant Program Changes:

None.

Accomplishments for Fiscal Year 2014-2015:

- Worked closely with the Redlands Historical Museum Association and a major donor to secure a suitable building for our long-awaited museum.
- In conjunction with the University of Redlands and ESRI, the Library held its first "Geography Day" focusing on the continent of Africa.
- Made significant progress in addressing our HVAC challenges.
- Staged six multi-week computer training classes and employment workshops.
- Celebrated our third "Library Days," an all ages event designed to promote library resources.
- Circulated over 250,000 items to its 58,000 cardholders.
- The Lincoln Shrine created a new exhibit on the 150th anniversary of the final year of the American Civil War.
- The Lincoln Shrine continued to enjoy a steady number of school tours and attendance at its programs.
- Expanded and improved wireless coverage throughout the Library and the Lincoln Shrine.
- Continued to offer diverse educational and informative adult programming.
- Improved security camera system.

City of Redlands
2015-2016
Adopted Budget

REVENUE DETAIL

| | 2013-14 ACTUAL (AUDITED) | 2014-15 ADJUSTED BUDGET | 2014-15 12 MONTH ESTIMATED | 2015-16 COUNCIL ADOPTED |
|---|---|---|---|---|
| **LIBRARY** | | | | |
| 3305 Cost Recover/Reimb Expenditure | 44 | 0 | 0 | 0 |
| 3327 Non-Resident Fees | 11,005 | 11,000 | 11,000 | 11,000 |
| 3328 Library/Lincoln Shrine Support | 90,300 | 90,300 | 90,300 | 90,300 |
| 3456 Library Fines | 35,200 | 32,500 | 32,500 | 32,500 |
| 3512 Returned Check Charge | 78 | 0 | 117 | 0 |
| 3590 Donations | 11,500 | 0 | 0 | 0 |
| TOTAL LIBRARY | 148,127 | 133,800 | 133,917 | 133,800 |

City of Redlands
2015-2016
Adopted Budget

**DEPARTMENT/DIVISION**
LIBRARY ADMINISTRATION

**FUND**
GENERAL FUND

**ORGKEY**
101190

| | 2013-14 ACTUAL (AUDITED) | 2014-15 ADJUSTED BUDGET | 2014-15 12 MONTH ESTIMATED | 2015-16 COUNCIL ADOPTED |
|---|---|---|---|---|
| **SALARIES AND BENEFITS** | | | | |
| 4000 Full Time Salaries | 928,848 | 971,230 | 979,267 | 1,062,006 |
| 4005 Salaries: Part Time | 129,872 | 183,570 | 164,645 | 182,940 |
| 4010 Overtime Salaries | 142 | 0 | 107 | 0 |
| 4015 Banked Leave Buy Back | 72,229 | 70,143 | 70,143 | 80,362 |
| 4050 Pension Contributions | 194,329 | 185,763 | 184,566 | 201,249 |
| 4051 Fica/Medicare | 81,681 | 90,156 | 85,579 | 94,413 |
| 4053 Deferred Compensation | 12,085 | 12,185 | 12,185 | 12,399 |
| 4055 Health/Dental Insurance | 123,060 | 120,697 | 130,510 | 137,783 |
| 4056 Worker's Comp Insurance | 31,178 | 29,940 | 29,940 | 37,285 |
| 4057 Disability Insurance | 3,072 | 3,367 | 2,963 | 3,507 |
| 4058 Unemployment Insurance | 11,912 | 13,454 | 14,018 | 14,380 |
| 4059 Life Insurance | 990 | 1,008 | 1,018 | 1,071 |
| 4080 Vehicle Allowance | 7,600 | 3,000 | 4,800 | 4,800 |
| 4081 Eyecare Reimbursement | 1,862 | 3,600 | 3,600 | 3,825 |
| 4084 Clothing Cash Payment | 1,400 | 1,600 | 1,600 | 1,767 |
| 4085 Other Taxable Benefits | 9,363 | 9,600 | 9,600 | 9,600 |
| TOTAL SALARIES AND BENEFITS | 1,609,623 | 1,699,313 | 1,694,542 | 1,847,387 |
| **SERVICES** | | | | |
| 5270 Printing and Binding | 1,670 | 1,500 | 1,500 | 1,500 |
| 5275 Postage | 2,276 | 3,000 | 3,000 | 3,000 |
| 5303 Telephone | 8,631 | 9,000 | 9,000 | 9,000 |
| 5395 Info Technology Services Charge | 18,824 | 7,956 | 7,956 | 14,759 |
| 5490 Other Insurance | 86,985 | 55,000 | 55,000 | 55,000 |
| 5570 Office Equip & Furn Rent | 7,078 | 7,750 | 7,750 | 7,750 |
| 5950 Bad Debt Expense | 84 | 0 | 161 | 200 |
| TOTAL SERVICES | 125,548 | 84,206 | 84,367 | 91,209 |
| **SUPPLIES** | | | | |
| 6140 Office Supplies | 8,818 | 9,700 | 9,700 | 9,700 |

City of Redlands
2015-2016
Adopted Budget

**DEPARTMENT/DIVISION**
LIBRARY ADMINISTRATION

**FUND**
GENERAL FUND

**ORGKEY**
101190

| | 2013-14 ACTUAL (AUDITED) | 2014-15 ADJUSTED BUDGET | 2014-15 12 MONTH ESTIMATED | 2015-16 COUNCIL ADOPTED |
|---|---|---|---|---|
| **SUPPLIES (CONT)** | | | | |
| 6210 Repair/Maintenance Supplies | 4,751 | 4,000 | 4,000 | 4,000 |
| 6310 Janitorial Supplies | 443 | 0 | 0 | 0 |
| 6350 Building Supplies | 22 | 1,000 | 1,000 | 1,000 |
| 6510 Small Tools & Equipment | 140 | 250 | 250 | 250 |
| 6590 Special Departmental Supplies | 11,500 | 500 | 500 | 500 |
| 6610 Books | 0 | 0 | 47 | 0 |
| TOTAL SUPPLIES | 25,674 | 15,450 | 15,497 | 15,450 |
| | | | | |
| DIVISION TOTAL | 1,760,845 | 1,798,969 | 1,794,406 | 1,954,046 |

City of Redlands
2015-2016
Adopted Budget

**DEPARTMENT/DIVISION**
LINCOLN SHRINE

**FUND**
GENERAL FUND

**ORGKEY**
101193

| | 2013-14 ACTUAL (AUDITED) | 2014-15 ADJUSTED BUDGET | 2014-15 12 MONTH ESTIMATED | 2015-16 COUNCIL ADOPTED |
|---|---|---|---|---|
| **SERVICES** | | | | |
| 5275 Postage | 161 | 250 | 250 | 250 |
| 5303 Telephone | 687 | 700 | 700 | 700 |
| TOTAL SERVICES | 848 | 950 | 950 | 950 |
| **SUPPLIES** | | | | |
| 6610 Books | 914 | 850 | 850 | 850 |
| TOTAL SUPPLIES | 914 | 850 | 850 | 850 |
| DIVISION TOTAL | 1,762 | 1,800 | 1,800 | 1,800 |
| DEPARTMENT TOTAL | 1,762,607 | 1,800,769 | 1,796,206 | 1,955,846 |

# City of Redlands
# 2015-2016
# Adopted Budget

## Police

**Mission Statement:**

The Redlands Police Department has developed and implemented a strong community oriented policing philosophy and developed evidenced based policing strategies to reduce crime and insure quality service to our community. We strive to promote virtue based policing and service oriented leadership. Included in the strategy is prevention, intervention and suppression efforts designed to enhance the department's ability to promote community safety.

**Departmental Goals:**

- Develop leaders
- Use technological improvements to create efficiencies and prevent and reduce crime
- Continue to improve customer service, morale, and performance
- Continue the department's Officer Wellness Program
- Improve organizational professionalism
- Leverage available resources through the use of volunteers, analysts, video cameras and data driven solutions to create greater efficiencies

**Sustainability Efforts:**

- Officers and volunteers continue to regularly use Segways, foot patrol, and bicycles for downtown patrol duties and special events
- The department continues to find new smart phone applications that will significantly reduce the amount of paper used to collect information

**Performance Measures:**

- Maintain our response time to emergency calls-for-service at 5:30 or less
    - Improved safety of citizens through an expedient response
- Decrease injury collisions in the City by 5% through education and enforcement
    - Improved safety of citizens while driving in the City
- Maintain Part 1 Crime clearance rates above national average
    - Improved ability to reunite victims with their stolen property
    - Improved accountability for offenders that commit crime in the City

City of Redlands
2015-2016
Adopted Budget

REVENUE DETAIL

| | 2013-14 ACTUAL (AUDITED) | 2014-15 ADJUSTED BUDGET | 2014-15 12 MONTH ESTIMATED | 2015-16 COUNCIL ADOPTED |
|---|---|---|---|---|
| **POLICE DEPARTMENT** | | | | |
| 3102 Bicycle License | 50 | 50 | 50 | 50 |
| 3170 Code Enforcement/Admin Citation | 1,775 | 2,500 | 0 | 0 |
| 3171 Adult Oriented Business Permit | 3,526 | 3,500 | 3,500 | 3,500 |
| 3195 Miscellaneous Permit | 2,764 | 2,400 | 2,800 | 2,500 |
| 3255 Federal Reimbursement | 86,170 | 0 | 70,000 | 70,000 |
| 3305 Cost Recover/Reimb Expenditure | 49,482 | 110,000 | 40,000 | 40,000 |
| 3309 Application/Filing Fee | 1,818 | 700 | 1,000 | 750 |
| 3320 Depositions | 7,225 | 6,000 | 10,000 | 7,500 |
| 3321 Fingerprints/Background Check | 12,887 | 12,000 | 15,000 | 12,000 |
| 3324 Police Reports | 1,934 | 2,000 | 2,500 | 2,000 |
| 3430 Vehicle Impound Fees | 45,122 | 40,000 | 40,000 | 42,000 |
| 3431 Tow Fees | 30,927 | 26,000 | 26,000 | 26,000 |
| 3432 False Alarm Fees | 89,772 | 65,000 | 80,000 | 85,000 |
| 3433 Booking Restitution | 1,340 | 1,200 | 1,000 | 1,000 |
| 3512 Returned Check Charge | 235 | 150 | 78 | 50 |
| 3516 Sale of Surplus Property | 23,980 | 2,000 | 8,948 | 2,000 |
| 3530 Miscellaneous Receipts | 20,622 | 1,000 | 5,773 | 1,000 |
| 3590 Donations | 6,500 | 20,000 | 20,000 | 0 |
| 3730 POST Training Reimbursement | 16,562 | 13,000 | 20,000 | 20,000 |
| 3732 Crossing Guard Reimbursement | 57,674 | 57,713 | 57,713 | 57,713 |
| 3734 Contract Services | 7,166 | 6,000 | 7,000 | 7,000 |
| 3735 IRNET Reimbursement | 20,139 | 20,000 | 18,000 | 19,150 |
| TOTAL POLICE DEPARTMENT | 487,670 | 391,213 | 429,362 | 399,213 |
| **POLICE - ANIMAL CONTROL** | | | | |
| 3170 Code Enforcement/Admin Citation | 2,600 | 0 | 3,500 | 2,500 |
| 3332 Animal Adoptions | 12,542 | 12,000 | 12,000 | 12,000 |
| 3333 Boarding Fees | 1,315 | 1,200 | 1,000 | 1,000 |
| 3334 Owner Release for Adoption | 6,939 | 6,500 | 5,500 | 5,500 |
| 3335 Shelter Apprehension Fees | 6,590 | 7,000 | 5,000 | 5,000 |
| 3336 Shelter Deposit Fees | 21,599 | 21,600 | 20,000 | 20,000 |
| 3512 Returned Check Charge | 234 | 250 | 150 | 150 |
| 3530 Miscellaneous Receipts | 24 | 0 | 0 | 0 |

City of Redlands
2015-2016
Adopted Budget

REVENUE DETAIL

| | 2013-14 ACTUAL (AUDITED) | 2014-15 ADJUSTED BUDGET | 2014-15 12 MONTH ESTIMATED | 2015-16 COUNCIL ADOPTED |
|---|---|---|---|---|
| **POLICE - ANIMAL CONTROL (CONT)** | | | | |
| 3570 Trap Rentals | 1,886 | 1,500 | 900 | 900 |
| 3737 Animal Pick-Up Reimbursement | 4,927 | 5,000 | 5,000 | 5,000 |
| TOTAL POLICE - ANIMAL CONTROL | 58,656 | 55,050 | 53,050 | 52,050 |
| **ASSET FORFEITURE (246)** | | | | |
| 3460 Drug Confiscation - State | 28,855 | 21,000 | 9,739 | 9,500 |
| 3461 Drug Confiscation - Federal | 470,521 | 294,500 | 179,240 | 180,000 |
| 3463 15% Drug/Gang Prevention - St | 5,092 | 3,675 | 1,719 | 2,000 |
| TOTAL ASSET FORFEITURE | 504,468 | 319,175 | 190,698 | 191,500 |
| **POLICE GRANTS (247)** | | | | |
| 3200 State Grants | 184,250 | 110,429 | 234,605 | 0 |
| 3250 Federal Grants | 1,087,844 | 172,859 | 1,037,721 | 0 |
| 3540 Other Grants | 125,000 | 0 | 80,000 | 0 |
| 3590 Donations | 1,961 | 0 | 0 | 0 |
| TOTAL POLICE GRANTS | 1,399,055 | 283,288 | 1,352,326 | 0 |
| **SUPPL LAW ENFORCEMENT (249)** | | | | |
| 3200 State Grants | 102,279 | 106,643 | 107,291 | 113,000 |
| 3510 Investment Income | 1,771 | 0 | 1,686 | 968 |
| TOTAL SUPPL LAW ENFORCE. | 104,050 | 106,643 | 108,977 | 113,968 |

# City of Redlands
# 2015-2016
# Adopted Budget

## Police
## Field Services

### Investigative Services Bureau

**Program Description:**

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

The Redlands Police Department's Investigative Services Bureau (ISB) is comprised of the following specialized units:

- *Violent Crimes Unit:* This unit has primary responsibility for homicides, rapes, assaults, robberies, and other acts of violence against adults.
- *Special Victims Unit:* This unit has primary responsibility for crimes against children, senior citizens, and crimes committed by juveniles.
- *Property Crime Unit:* This unit is responsible for burglaries, fraud, identity theft, vehicle theft and other theft related crimes.
- *Forensic Investigation/Property and Evidence Unit:* This unit is responsible for crime scene processing, evidence, property retention, and all forensic evidence development and preservation.
- *Crime Analysis Unit:* This unit has primary responsibility for analyzing crime trends, series, and patterns to increase the department's ability to investigate and apprehend criminals, as well as control crime.

**Program Objectives:**

- Investigate crimes to disposition, including arrest, prosecution, and conviction
- Develop and implement strategies to address crime trends, patterns, and series
- Train and educate patrol officers in specialized criminal investigations and procedures
- Process crime scenes and effectively handle all evidence and seized property

**Significant Program Changes:**

None

Accomplishments for Fiscal Year 2014-2015:

- In September, detectives responded to the 1000 block of Post Street to investigate the murder of a 17-year-old male who was found in an alley. The investigation revealed that the victim was attempting to steal a marijuana plant from the suspect's backyard. After extensive investigation, detectives arrested the suspect for the homicide. The suspect is currently awaiting trial for murder.
- Detectives investigated an assault with a deadly weapon case where the suspect stabbed the victim in the neck. Through tireless investigation, detectives and Multiple Enforcement Officers identified the suspect and arrested him. Upon being arrested, detectives were able to determine that the suspect had also been involved in an armed robbery in another jurisdiction. The suspect was held to answer on all charges and faces 25 years to life in prison.
- The GPS Tracker Program that the Redlands Police Department began using to solve crime and apprehend criminals is now a nationally recognized crime-fighting tool. To date, the program is responsible for the arrest of 152 suspects for various crimes in the City.

Special Operations Bureau

Program Description:

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

- *Multiple Enforcement Team*: (MET) is a proactive group of officers whose responsibilities include monitoring and suppressing gang activity, addressing emerging crime patterns and series, and conducting investigations on gang-related crimes. MET suppresses gang activities and crime patterns through street contact, intelligence gathering, and selective enforcement. MET works closely with the probation and parole departments and participates in countywide gang suppression activities. MET is also responsible for staffing the PACT position and fulfilling the obligations associated with the assignment. In addition, MET is responsible for the fugitive apprehension of suspects who have committed serious crimes in the City of Redlands. MET also handles all criminal extraditions for the police department. This requires team members to travel to different jurisdictions or states to retrieve wanted suspects who have been apprehended for crimes committed in Redlands. The team relies heavily on crime data and analysis to perform their mission. MET also serves as the department's Special Weapons and Tactics Team (SWAT). They perform high-risk operations that fall outside the abilities of regular officers. SWAT duties include serving high-risk search warrants and dealing with barricaded suspects and heavily-armed criminals.
- *Post Release Community Supervision (PRCS) Liaison*: The Redlands Police Department has partnered with the San Bernardino County Probation Department in efforts to better supervise and rehabilitate people who are released into our community from state prison and county jail, pursuant to Assembly Bill 109. The San Bernardino County Probation Department has assigned one probation officer, on a full time basis, to work with the Redlands Police Department Multiple Enforcement Team. The team created PREPARE, Probation & Redlands Empowering Program Assisting with Re-entry Efforts. The team interacts with the PRCS probationers released to the Redlands area on a daily basis and is responsible for monitoring the compliance of their terms of probation and taking enforcement action when appropriate. Through the collaborative efforts of the Redlands Police Department, the San Bernardino County Probation Department, and community volunteers, the team also offers a wide variety of resources to assist the PRCS probationers with their re-entry into society. This is a collateral duty of the Multiple Enforcement Team.
- *Police and Corrections Team (PACT):* PACT consists of one police officer from RPD along with parole officers from the California Department of Corrections. They interact on a consistent basis with those parolees released to the Redlands area. The team focuses on facilitating the parolee's

successful transition back to the community and into their family environment. The team is also responsible for monitoring the parolee's compliance with their terms of parole and taking the appropriate enforcement action. This is a collateral duty of the Multiple Enforcement Team.

- *Narcotics Unit*: This unit addresses the persistent issues surrounding the sales, distribution, and use of illegal drugs. It supervises and staffs much of the *East Valley Street Enforcement Team* (EVSET) which is a regional narcotic's task force also comprised of members of the San Bernardino County Sheriff's Department and the Beaumont Police Department. The unit is responsible for suppressing drug-related crime in the eastern portion of the San Bernardino Valley up to and including the City of Beaumont. The narcotics unit has an officer that is a member of IRNET, the *Inland Regional Narcotics Enforcement Team*. The IRNET Team is responsible for major narcotics investigations throughout the Inland Empire. The narcotics unit also has an officer assigned to the Drug Enforcement Agency (DEA) Task Force. The task force is responsible for major narcotics investigations throughout the greater Inland Empire area and beyond. Additionally, an officer and narcotics detection canine are assigned to a Parcel Interdiction Team. This team is responsible for locating narcotics and paraphernalia entering the community through the mail.
- *Air Support Unit:* The RPD Air Support Unit provides aviation support to the Redlands Police Department, as well as regionalization with the Fontana Police Department, with the goal of enhancing the safety of officers and the public, reducing crime, and increasing community support for law enforcement.
- *Crisis Negotiation Team:* The RPD Crisis Negotiation Team responds to incidents that involve barricaded subjects, with or without hostages, and suicidal subjects. Using highly skilled and trained negotiators, the team strives to resolve incidents as peacefully as possible, thereby reducing the risk of injury or loss of life.
- *Community Policing:* Two officers are assigned to proactively address the immediate conditions that give rise to public safety issues such as crime, social disorder, and fear of crime in Redlands. The community policing officers organize several events throughout the year to promote resident's positive interaction with law enforcement. In addition, they deal with the issue of homelessness and diligently work to connect the homeless population with resources to help them overcome their challenges.

Program Objectives:

- Use proactive efforts through prevention, intervention, and suppression to address criminal activity, crime trends, and criminal offenders
- Continue participation in the EVSET, IRNET, DEA, and Parcel Task Forces which enhance the effectiveness of efforts to lower illegal narcotic sales, use, and production in the Inland Empire area
- Continue collaborative efforts to supervise and rehabilitate probationers released into our community on Post Release Community Supervision (PRCS)
- Continue implementation of the Police and Corrections Team (PACT) which has achieved success with parolees and their families
- Train and educate patrol officers in specialized criminal investigations and procedures
- Leverage the Department's resources through air support

Significant Program Changes:

Obtained a full-functioning armored rescue vehicle.

Accomplishments for Fiscal Year 2014-2015:

- MET has made over 620 arrests so far in FY 2014/2015
- MET located a stolen vehicle in the area of Webster/Union. After conducting surveillance, the car drove away. MET officers stopped the car and arrested a subject for possession of stolen property. Officers used information from that arrest and wrote a search warrant for a residence

located in the 800 block of West Lugonia Avenue. The search warrant revealed the resident was operating a chop shop in the back yard of the residence.

- MET developed information that subjects involved in residential burglaries were hiding in the 900 block of Colombia Street. During surveillance, officers observed two subjects in the backyard of a residence. As officers attempted to contact the subjects, one of the subjects ran but was quickly detained. Officers discovered IPads, MAC books, an Xbox, a badge, EMT equipment and jewelry were in his possession. Officers determined the items were stolen from at least three different residential burglaries.
- IRNET conducted an investigation that led to the seizure of 110 kilos of cocaine and approximately $1.3 million in cash.
- IRNET conducted an investigation that led to the confiscation of 15 kilos of cocaine, 58 lbs. of methamphetamine, three firearms, and approximately $5,000 cash from a residence.
- In 2014, EVSET made 278 arrests, served 109 search warrants, located 40 firearms (including 2 assault rifles), located two drug labs, and seized 94.5 lbs. of methamphetamine, 1.5 lbs. of heroin, 204 lbs. of marijuana, 10,978 pills, 2.6 lbs. of cocaine, and $344,934 in US currency.
- EVSET has conducted three vice operations in Redlands leading to two arrests from massage parlors and two arrests from motels for prostitution.
- The Redlands Police Department K9 Officer continues to work with the United States Postal Inspectors conducting parcel interdictions. They have seized large quantities of narcotics and US currency throughout the year.
- The RPD Air Support Unit (Redhawk-1) handled over 1,300 calls for service. Over 800 of those calls were without the use of ground units. They were the first on-scene to over 200 calls, assisted on 72 felony arrests, located 16 stolen vehicles with Lojack, assisted in 6 vehicle pursuits and 15 foot pursuits, and assisted in the seizure of over $1.7 million in narcotics and $1.2 million dollars in cash.
- Volunteer pilots and co-pilots donated over 2,500 hours to sustain our air support efforts.
- Community Policing Officers partnered with City personnel, local businesses, and service groups on a campaign to address aggressive panhandling in the City. Literature, posters, and a donation website were introduced to educate the community on homeless issues and provide a charitable alternative for citizens to donate to.
- Community Policing Officers organized several youth related activities focused on creating positive interactions between law enforcement and the youth in the community. Examples include the Christmas Block Party, Tailgate With-A-Cop, Shop With-A-Cop, Midnight Hoops, and Back-2-School Jam.
- The Department partnered with Bikes4Vets, a program designed to provide bicycles to local veterans in need of transportation. 23 bicycles were given to the organization just in time for Christmas.
- Every Officer was equipped with a Level-4 vest for use in active shooter and other violent situations.

## OPERATIONS DIVISION

### Patrol Services Bureau

### Program Description:

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

- *Patrol*: Patrol teams are comprised of seven to eight officers including the corporal and sergeant. There are six patrol teams that rotate schedules supplemented by civilian Community Service Officers.
- *Traffic and Special Events*: One sergeant is assigned to the Traffic and Special Events Unit. This person is responsible for coordinating the efforts of the traffic officers assigned to each patrol team and parking control officers to effectively investigate traffic related matters and to enforce

parking standards throughout the City. The sergeant also manages all the OTS (Office of Traffic Safety) grants which encompass sobriety checkpoints, Click It or Ticket, additional traffic enforcement and DUI saturation patrols during special events and holidays. In addition to traffic duties, the sergeant and three parking control officers organize traffic flow for all the special events in town such as the Christmas Parade, Redlands Bicycle Classic, Run Through Redlands, Lincoln Pilgrimage Parade, RHS and REV graduation ceremonies, several triathlon/5-10 K runs and approximately thirty additional special events that are held on weekends that require traffic control. The police sergeant also supervises all Citizen Volunteer Patrol members and our Park Rangers.

- *Reserves*: The Redlands Police Department Reserve Unit is comprised of volunteers from a variety of professions, who live in the city or neighboring communities. Reserve officers receive extensive training in the many facets of law enforcement, which they routinely put to use while assisting the department. Reserve officers render valuable assistance to all units in the department including; patrol, traffic, community policing, and investigations. Reserve officers most frequently assist in patrol related activities such as traffic and crowd control. They are also involved in investigative and administrative assistance. Reserve officers are available for call-out to assist in special emergency situations, such as flooding, fires, major traffic collisions and crime scene security. The officers provide other public service assistance, such as maintaining security at school functions and sports activities. The Reserve Unit also serves as valuable training for future law enforcement officers. Throughout the history of the Unit, many members have been hired by the Redlands Police Department and other local agencies as full-time police officers. The Reserve Unit currently consists of three members.
- *Citizen Volunteers*: The Department also has a Citizen Volunteer Patrol (CVP) unit consisting of 40 hard working men and women. After a person successfully completes the application process to join the CVP program, they spend 32 hours in a preparation academy. This intensive training gives them an understanding of the various components of the department and the expectations of the community. After their initial training the CVPs patrol the City in specially marked patrol units.
- *Park Rangers*: The Redlands Police Department's Citizen Volunteer Park Ranger (CVPR) Unit follows the concept that a highly visible, uniformed, unarmed "eyes and ears" unit will assist the Police Department in making the City parks, City orange groves, the Santa Ana River Wash, and San Timoteo Canyon safer places for the community's use. The CVPRs patrol on horseback, dual sport motorcycles, Segways, mountain bikes and on foot. CVPRs routinely visit with citizens in the patrol areas and are considered one of the department's "public relations" units. CVPRs are on the lookout for illegal activities in the patrol areas, including the use of alcohol, smoking in the parks, after-hours activities in the parks, significant trash accumulations, and signs of suspicious activity. All CVPRs on patrol carry a police radio and are in constant contact with dispatch and the officers on duty. The Unit currently has 40 CVPRs.
- *Explorers*: The Redlands Police Department Law Enforcement Explorer Post is a career exploration program, sponsored by the department and affiliated with the Boy Scouts of America. The Explorer Post began in 1968 and has been the starting point for many future law enforcement officers. Young men and women interested in joining the program must be at least 15 years of age and no older than 21 years. The program is one of career exploration and education for youth interested in learning about the field of law enforcement. The program is not designed to rehabilitate troubled youth, but to further the knowledge of youth of good moral, ethical and educational standing who maintain a GPA of 2.0 or higher. The program currently has 10 Explorers.
- *Field Training and Evaluation Program*: The field training and evaluation program is responsible for the development of new recruits into competent officers. The Department currently has 11 field training officers.
- *Custody*: The Department contracts with G4S Secure Solutions for 112 hours per week to provide custody officers who are responsible for the booking, processing, and transportation of prisoners.

Program Objectives:

- Respond to all calls for service in a timely manner and render appropriate assistance upon arrival

- Conduct criminal investigations and prepare required documentation to be forwarded to investigators, the District Attorney and/or other agencies
- Maintenance of a 'lockup' custodial facility that is in compliance with applicable state and federal law
- Development of new recruits into competent police officers
- Maintain an atmosphere of positive and professional contacts between all officers and members of our community
- Support the Department's community policing and problem solving efforts through active participation and input on issues
- Conduct proactive patrols and take the appropriate enforcement action
- Reduce the amount of traffic collisions by enforcing traffic violations
- Reduce the amount of traffic collisions caused by DUI drivers by conducting DUI checkpoints
- Maintain a strong, viable volunteer program that assists Department members in their efforts to provide a safe and sustainable community

Significant Program Changes:

- 4 officers hired under federal Community Oriented Policing Services grants were retained at the conclusion of the grants.
- The custody contract with G4S was increased from 80 hours to 112 hours per week to more efficiently manage the Department's patrol resources.

Accomplishments for Fiscal Year 2014-2015:

- The division continued to utilize its Community Response Unit (CRU) to perform a variety of suppression, prevention, and intervention activities to address crime, traffic, and disorder issues. The CRU is a function of the Patrol Services Bureau and will primarily is staffed with officers on an overtime basis and by Reserves, when they are available.
- In an effort to address crime and disorder issues in the downtown area, as well as in other commercial areas, the Operations Division reinstituted the Department's bicycle patrol program. The bicycle patrol program is part of The Community Response Unit and has been largely successful in addressing issues surrounding homelessness, theft and disturbances. This program is particularly successful in reducing auto thefts in the Citrus Plaza during the busy holiday shopping period.
- A Crime Prevention and Education unit was established using an existing Community Service Officer to coordinate many of the Department's community outreach programs. This program brings crime and traffic safety presentations to schools, performs car seat inspections and coordinates the Neighborhood Watch program to name a few of its duties.
- Seven new police officers were successfully trained in the Field Training and Evaluation Program to fill vacancies created through attrition.
- The Operations Division coordinates the Responsible Redlands initiative which is a collaborative effort that focuses on curbing problems related to binge and underage drinking through ongoing strategic operations to enforce existing alcohol laws. Through this program, the Department has conducted several enforcement operations related to the provision of alcohol to underage individuals. Additionally, grant funding has allowed the Traffic Unit to perform over two dozen DUI checkpoints and 12 DUI saturation patrols this year in an effort to curb the deadly crime of impaired driving.
- Patrol officers have become accustomed to utilizing their department issued smart phones to aid in solving problems. For example, officers commonly use their phones to capture and transmit images of missing persons, suspects, and other 'Be On the Look Out' information instantaneously leading to incredible time and resource savings.
- CVP members donated 12,173 hours and the Citizen Volunteer Park Rangers donated 10,634 hours in 2014. These volunteers are a vital part of the department's strategy to meet the needs of the community.

City of Redlands
2015-2016
Adopted Budget

**DEPARTMENT/DIVISION**
FIELD SERVICES

**FUND**
GENERAL FUND

**ORGKEY**
101200

| | 2013-14 ACTUAL (AUDITED) | 2014-15 ADJUSTED BUDGET | 2014-15 12 MONTH ESTIMATED | 2015-16 COUNCIL ADOPTED |
|---|---|---|---|---|
| **SALARIES AND BENEFITS** | | | | |
| 4000 Full Time Salaries | 6,837,721 | 7,611,968 | 7,417,810 | 8,669,889 |
| 4002 Labor Code Section 4850 | 393,052 | 0 | 141,822 | 0 |
| 4005 Salaries: Part Time | 53,030 | 65,769 | 65,769 | 68,303 |
| 4010 Overtime Salaries | 336,177 | 334,849 | 441,030 | 347,881 |
| 4011 Overtime: Reimbursable | 202,645 | 280,500 | 213,076 | 264,525 |
| 4012 Stand By | 1,659 | 21,708 | 6,475 | 21,708 |
| 4014 Homicide OT | 15,448 | 0 | 6,772 | 0 |
| 4015 Banked Leave Buy Back | 1,482,604 | 960,000 | 1,129,783 | 1,000,000 |
| 4025 Police Reserves | 7,300 | 17,400 | 4,400 | 18,300 |
| 4035 Overtime: Court/Other | 54,438 | 71,500 | 57,746 | 75,075 |
| 4050 Pension Contributions | 3,894,004 | 4,273,113 | 3,912,918 | 4,472,023 |
| 4051 Fica/Medicare | 166,443 | 186,327 | 175,574 | 193,786 |
| 4053 Deferred Compensation | 9,406 | 9,881 | 10,153 | 10,361 |
| 4055 Health/Dental Insurance | 1,646,965 | 1,602,760 | 1,512,312 | 1,483,938 |
| 4057 Disability Insurance | 4,005 | 5,132 | 4,274 | 4,584 |
| 4058 Unemployment Insurance | 27,953 | 38,192 | 33,278 | 40,470 |
| 4059 Life Insurance | 5,101 | 5,335 | 5,148 | 5,533 |
| 4081 Eyecare Reimbursement | 675 | 2,025 | 2,025 | 2,194 |
| 4082 Clothing Allowance | 96,375 | 98,400 | 89,600 | 103,450 |
| 4085 Other Taxable Benefits | 56,402 | 72,180 | 83,147 | 96,672 |
| TOTAL SALARIES AND BENEFITS | 15,291,403 | 15,657,038 | 15,313,113 | 16,878,692 |
| **SERVICES** | | | | |
| 5040 Undercover Investigations | 20,000 | 20,000 | 20,000 | 20,000 |
| 5360 Machinery & Equip Maint | 7,334 | 7,500 | 7,500 | 7,500 |
| 5395 Info Technology Services Charge | 130,274 | 130,274 | 130,274 | 131,058 |
| 5880 Special Contractual Services | 212,854 | 255,990 | 255,990 | 278,480 |
| 5950 Bad Debt Expense | 11,518 | 12,000 | 16,000 | 15,000 |
| TOTAL SERVICES | 381,980 | 425,764 | 429,764 | 452,038 |

City of Redlands
2015-2016
Adopted Budget

**DEPARTMENT/DIVISION**
FIELD SERVICES

**FUND**
GENERAL FUND

**ORGKEY**
101200

| | 2013-14 ACTUAL (AUDITED) | 2014-15 ADJUSTED BUDGET | 2014-15 12 MONTH ESTIMATED | 2015-16 COUNCIL ADOPTED |
|---|---|---|---|---|
| **SUPPLIES** | | | | |
| 6120 Chemical & Lab Supplies | 2,999 | 3,000 | 3,000 | 3,000 |
| 6210 Repair/Maintenance Supplies | 13,783 | 0 | 0 | 0 |
| 6510 Small Tools & Equipment | 4,906 | 5,000 | 11,000 | 5,000 |
| 6590 Special Departmental Supplies | 19,990 | 19,800 | 25,000 | 25,000 |
| TOTAL SUPPLIES | 41,678 | 27,800 | 39,000 | 33,000 |
| **FIXED ASSETS** | | | | |
| 7100 Motor Vehicles | 141,602 | 581,864 | 601,965 | 0 |
| 7140 All Other Equipment | 0 | 205,939 | 198,299 | 0 |
| 7150 Other Betterments/Improvement | 0 | 34,436 | 34,436 | 0 |
| TOTAL FIXED ASSETS | 141,602 | 822,238 | 834,700 | 0 |
| DIVISION TOTAL | 15,856,663 | 16,932,840 | 16,616,577 | 17,363,730 |

# City of Redlands
# 2015-2016
# Adopted Budget

## Police
## Communications

**Program Description:**

The Communications Section is a significant component of the Police Department, providing a vital link between the community and public safety personnel. Communications personnel are often the first contact in a citizen's emergency situation. Communications personnel interpret the individual's needs and coordinate the response of appropriate services to meet those needs. These highly trained individuals are responsible for providing assistance to callers on more than twenty-five incoming telephone lines including 911 emergency, alternate emergency and business lines. In addition to answering the multitude of phone lines, communications personnel are tasked with dispatching calls via radio and a Computer Aided Dispatch (CAD) system. They also monitor over a dozen different radio channels. These radio channels include all of the frequencies utilized by the various units of the department, local government and other allied agencies. Dispatchers use a unified channel to link a Redlands Police Department officer with officers from other area agencies. This radio link capability is especially useful during vehicle pursuits into other jurisdictions and when responding to mutual requests for assistance. The Communication Section also utilize a variety of cameras from various locations in town to support responding units on calls for service and by providing an additional resource to ensure site security at the various locations. The Communications Section implemented the ability for members of the community to contact the Communications Unit through a 911 e-mail system which is currently one of the only such systems in San Bernardino County. The Communications Section is currently allocated 4 camera operators, 13 full-time dispatchers, 3 part-time dispatchers and one shift supervisor, who respond daily to hundreds of telephone and radio calls.

**Program Objectives:**

- Increase effectiveness and improve efficiency through increased information in the field and to further compatibility to a SDSV System
- Answer all incoming calls on emergency, alternate emergency, and business lines in an expeditious and courteous manner, instantly prioritizing and relaying calls to police personnel in the field by entering designated calls for service into the CAD system, or immediately transferring the call to the appropriate agency for response; monitor and utilize over 130 cameras placed at various locations throughout the City of Redlands
- Dispatch calls for service, process requests from officers in the field, to include the response of additional personnel, equipment and/or resources
- Facilitate and prioritize telephone contacts and communication between the public, public safety agencies and other City departments
- Support the department's community policing policy, including but not limited to the one-on-one instruction from Redlands Police Dispatchers to local elementary students through the 911-for-Kids program. Support problem solving efforts through active participation and input on police department issues

**Significant Program Changes:**

None.

Accomplishments for Fiscal Year 2014-2015:

- Continued Quality Assurance and Review Program where Supervisors randomly reviewed calls to ensure that Police Department customer service expectations, departmental protocols and guidelines are met.
- Dispatchers answered 40,082 9-1-1calls.
- Dispatchers answered 115,220 business and alternate emergency lines.
- There were 55,394 calls for service.
- Video cameras were used on 2,055 calls.
- The implementation of a new $325,614 9-1-1 telephone system was completed in 2014. The new system interface consists of computers and keyboards and Next Generation 911 technology.

City of Redlands
2015-2016
Adopted Budget

**DEPARTMENT/DIVISION**
COMMUNICATIONS

**FUND**
GENERAL FUND

**ORGKEY**
101201

| | 2013-14 ACTUAL (AUDITED) | 2014-15 ADJUSTED BUDGET | 2014-15 12 MONTH ESTIMATED | 2015-16 COUNCIL ADOPTED |
|---|---|---|---|---|
| **SALARIES AND BENEFITS** | | | | |
| 4000 Full Time Salaries | 664,898 | 767,520 | 673,904 | 754,599 |
| 4005 Salaries: Part Time | 11,658 | 41,764 | 41,764 | 41,760 |
| 4010 Overtime Salaries | 34,006 | 72,075 | 42,000 | 50,000 |
| 4012 Stand By | 0 | 0 | 10,000 | 10,000 |
| 4015 Banked Leave Buy Back | 18,052 | 17,280 | 9,525 | 18,510 |
| 4050 Pension Contributions | 147,960 | 140,501 | 127,256 | 142,998 |
| 4051 Fica/Medicare | 56,483 | 70,138 | 60,291 | 69,846 |
| 4055 Health/Dental Insurance | 173,859 | 175,067 | 163,308 | 174,492 |
| 4057 Disability Insurance | 7,108 | 8,751 | 6,775 | 7,841 |
| 4058 Unemployment Insurance | 6,120 | 8,246 | 8,246 | 8,680 |
| 4059 Life Insurance | 829 | 882 | 773 | 913 |
| 4081 Eyecare Reimbursement | 597 | 3,150 | 3,150 | 3,319 |
| 4082 Clothing Allowance | 11,700 | 14,000 | 10,000 | 14,250 |
| 4085 Other Taxable Benefits | 4,300 | 4,200 | 7,242 | 11,571 |
| TOTAL SALARIES AND BENEFITS | 1,137,570 | 1,323,573 | 1,164,234 | 1,308,778 |
| **SERVICES** | | | | |
| 5340 Office Equipment Maintenance | 181 | 2,500 | 2,500 | 2,500 |
| 5395 Info Technology Services Charge | 14,597 | 14,597 | 14,597 | 14,685 |
| 5580 Communications Svs & Rental | 361,736 | 370,000 | 367,750 | 370,000 |
| TOTAL SERVICES | 376,514 | 387,097 | 384,847 | 387,185 |
| **SUPPLIES** | | | | |
| 6500 Office Equipment & Furniture | 2,646 | 2,998 | 2,998 | 2,998 |
| 6510 Small Tools & Equipment | 470 | 1,270 | 1,270 | 1,270 |
| 6590 Special Departmental Supplies | 1,240 | 1,400 | 1,400 | 1,400 |
| TOTAL SUPPLIES | 4,356 | 5,668 | 5,668 | 5,668 |
| DIVISION TOTAL | 1,518,440 | 1,716,338 | 1,554,749 | 1,701,631 |

# City of Redlands
# 2015-2016
# Adopted Budget

## Police
## Support Services

**Program Description:**

The Support Services Bureau is comprised of diverse responsibilities that effect all operations of the department. The goal of the Support Services Bureau is to supply the necessary equipment, provisions, and support personnel to facilitate the citizens of Redlands with courteous service. The Support Services Bureau is comprised of the following units: Office of the Chief of Police, Operations Manager, Operations Coordinator, Records, and Maintenance.

The Office of the Chief of Police is comprised of the Chief, one Executive Assistant, one Management Analyst, and a Sergeant in charge of internal investigations. The Chief's Executive Assistant is the community's primary point-of-contact for the Office, handling complex and confidential executive level administrative and secretarial duties for the management staff. The Executive Assistant also coordinates special projects and events. The Management Analyst's responsibilities include ensuring the department's needs are being met through budget development and monitoring, purchase requisitions, grant coordination and payroll processing. The Executive Assistant and the Management Analyst ensure the department's compliance with governmental requirements. The Operations Coordinator coordinates the background investigations for new hires and oversees and maintains all training and personnel files. The Professional Standards Sergeant oversees internal investigations and personnel issues and is the point of contact for the community for any inquiries and complaints.

The Records Unit consists of a Customer Service Supervisor, 4 Customer Service Representatives, and 1 part time Court Liaison who are responsible for the maintenance and security of all criminal records, as well as processing all reports, citations and other records produced by the other departmental units. The Customer Service Representatives are also the primary point-of-contact for the community when they come to the department for records. The Records Unit ensures the department's compliance with statutory requirements for the input and processing of many records and trains others in the California Law Enforcement Telecommunications System. Records personnel are also responsible for cross-reporting to other law enforcement agencies, courts, Child Protective Services,

The Maintenance Worker responds to concerns of safety issues that are minor, general maintenance. He works with the City's Building Maintenance staff to assist the department when projects are larger in scale. Our maintenance worker provides minor repairs which keeps down time to a minimum.

The Operations Manager oversees the Records Unit, Communications Unit, the D.A. liaison, the maintenance worker, part-time fleet Customer Service Officer, fleet and other specialized duties. She works daily with other city staff to ensure a timely response from the Police Department.

**Program Objectives:**

- Ensure that all department members receive training for the California Law Enforcement Telecommunications System computer system
- Provide expedient service to police officers, court officials, citizens and the press when requesting records information
- Ensure department safety and efficiency through standard maintenance programs
- Process records in compliance with statutory requirements
- Provide outstanding customer service to internal and external customers

Significant Program Changes:

- CryWolf software was purchased as a false alarm management solution. It tracks false alarms, processes invoices, and collects payment. CryWolf false alarm management solutions reduce false alarms, increase fee and fine collections, and streamlines false alarm administration drastically reducing the amount of staff time that was previously spent to process false alarms.

Accomplishments for Fiscal Year 2014-2015:

- Customer Service Representatives processed over 10,000 reports, 2,883 arrest reports, 2,021 traffic citations, 938 traffic collision reports, and 488 vehicle releases in compliance with statutory requirements. Along with processing the reports Customer Service Representatives entered 1,230 calls for service at the front counter.
- In June 2014 the police department started Beta testing a new software program called Thin Blue Line. This program allows officers to use an iPad in the field to write citations. The use of the iPad speeds up the process of issuing citations, facilitating exchange of information and writing collision reports all while in the field.
- 18 patrol units and 4 unmarked sedans were purchased and outfitted, replacing 22 older units in the fleet and rotating them out of service, ensuring the safety of the officers driving them.

City of Redlands
2015-2016
Adopted Budget

**DEPARTMENT/DIVISION**
SUPPORT SERVICES

**FUND**
GENERAL FUND

**ORGKEY**
101202

| | 2013-14 ACTUAL (AUDITED) | 2014-15 ADJUSTED BUDGET | 2014-15 12 MONTH ESTIMATED | 2015-16 COUNCIL ADOPTED |
|---|---|---|---|---|
| **SALARIES AND BENEFITS** | | | | |
| 4000 Full Time Salaries | 711,109 | 731,328 | 799,329 | 846,135 |
| 4005 Salaries: Part Time | 29,458 | 119,500 | 24,134 | 95,000 |
| 4010 Overtime Salaries | 9,363 | 11,200 | 6,500 | 11,200 |
| 4015 Banked Leave Buy Back | 32,778 | 41,750 | 54,063 | 50,274 |
| 4050 Pension Contributions | 243,787 | 209,481 | 171,212 | 199,169 |
| 4051 Fica/Medicare | 47,167 | 57,490 | 61,461 | 63,187 |
| 4053 Deferred Compensation | 8,630 | 8,708 | 8,827 | 9,211 |
| 4055 Health/Dental Insurance | 148,239 | 123,102 | 145,983 | 137,730 |
| 4056 Worker's Comp Insurance | 509,189 | 605,940 | 605,940 | 754,581 |
| 4057 Disability Insurance | 3,770 | 4,359 | 4,352 | 4,550 |
| 4058 Unemployment Insurance | 4,985 | 6,836 | 6,691 | 6,944 |
| 4059 Life Insurance | 669 | 677 | 736 | 740 |
| 4081 Eyecare Reimbursement | 1,310 | 2,419 | 2,419 | 2,700 |
| 4082 Clothing Allowance | 1,313 | 1,234 | 1,153 | 1,234 |
| 4084 Clothing Cash Payment | 1,400 | 2,485 | 2,485 | 2,566 |
| 4085 Other Taxable Benefits | 13,552 | 5,850 | 11,135 | 8,005 |
| TOTAL SALARIES AND BENEFITS | 1,766,719 | 1,932,359 | 1,906,418 | 2,193,225 |
| **SERVICES** | | | | |
| 5034 Collection Agent/Bank Fees | 50 | 100 | 50 | 100 |
| 5050 Fingerprinting | 12,255 | 20,000 | 13,500 | 20,000 |
| 5140 Legal Services | 1,247 | 2,485 | 2,485 | 3,200 |
| 5141 Settlements/Judgements | 790 | 0 | 0 | 0 |
| 5180 Medical/Physicals | 35,297 | 72,000 | 60,000 | 72,000 |
| 5190 Other Professional Services | 0 | 10,000 | 10,000 | 0 |
| 5255 Travel Expense Reimbursement | 42,632 | 68,250 | 42,743 | 68,250 |
| 5270 Printing and Binding | 9,175 | 29,695 | 25,695 | 29,695 |
| 5275 Postage | 3,747 | 6,000 | 6,000 | 6,000 |
| 5280 Advertising | 403 | 0 | 0 | 0 |
| 5303 Telephone | 175,790 | 200,000 | 197,500 | 200,000 |
| 5310 Electricity & Gas | 4,798 | 6,000 | 5,500 | 6,000 |

City of Redlands
2015-2016
Adopted Budget

**DEPARTMENT/DIVISION**
SUPPORT SERVICES

**FUND**
GENERAL FUND

**ORGKEY**
101202

| | 2013-14 ACTUAL (AUDITED) | 2014-15 ADJUSTED BUDGET | 2014-15 12 MONTH ESTIMATED | 2015-16 COUNCIL ADOPTED |
|---|---|---|---|---|
| **SERVICES (CONT)** | | | | |
| 5510 Land and Building Rent | 0 | 0 | 0 | 5,400 |
| 5360 Machinery & Equip Maint | 3,704 | 5,000 | 5,000 | 5,000 |
| 5365 Vehicle Maintenance | 6,699 | 4,000 | 5,000 | 4,000 |
| 5395 Info Technology Services Charge | 1,093,170 | 1,093,170 | 1,093,170 | 1,099,749 |
| 5396 City Garage Charges | 667,657 | 432,353 | 432,353 | 366,908 |
| 5570 Office Equip & Furn Rent | 22,548 | 29,190 | 29,190 | 29,190 |
| 5590 Other Rentals | 520 | 500 | 525 | 525 |
| 5800 Subscriptions & Memberships | 3,975 | 4,500 | 4,500 | 4,500 |
| 5840 Training | 53,153 | 50,493 | 76,000 | 85,500 |
| 5880 Special Contractual Services | 21,884 | 34,716 | 32,973 | 44,814 |
| 5950 Bad Debt Expense | 1,210 | 1,500 | 500 | 1,500 |
| TOTAL SERVICES | 2,160,704 | 2,069,952 | 2,042,684 | 2,052,331 |
| **SUPPLIES** | | | | |
| 6130 Books & Supplies | 400 | 500 | 500 | 500 |
| 6140 Office Supplies | 34,201 | 34,000 | 35,000 | 40,000 |
| 6160 Medical Supplies | 390 | 1,300 | 1,300 | 1,300 |
| 6170 Weapons & Ammunitions | 35,193 | 141,134 | 141,134 | 50,000 |
| 6180 Turnouts/Uniforms/Sfty Clothing | 30,858 | 44,142 | 44,142 | 44,142 |
| 6190 Photo & Copying Supplies | 1,309 | 10,000 | 10,000 | 1,500 |
| 6210 Repair/Maintenance Supplies | 186 | 500 | 500 | 500 |
| 6310 Janitorial Supplies | 0 | 500 | 50 | 500 |
| 6500 Office Equipment & Furniture | 4,966 | 5,500 | 8,000 | 5,500 |
| 6510 Small Tools & Equipment | 1,147 | 1,500 | 1,500 | 1,500 |
| 6560 Food | 1,858 | 2,000 | 2,000 | 2,000 |
| 6590 Special Departmental Supplies | 9,074 | 10,000 | 11,000 | 11,000 |
| TOTAL SUPPLIES | 119,582 | 251,076 | 255,126 | 158,442 |
| DIVISION TOTAL | 4,047,005 | 4,253,387 | 4,204,228 | 4,403,998 |

# City of Redlands
# 2015-2016
# Adopted Budget

## Police
## Animal Control

**Program Description:**

The Animal Control Bureau enforces state and federal animal laws and city municipal codes. It also provides a variety of services to meet the needs of the community and welfare of animals. The animal control officers are responsible for handling stray animals loose on the city streets, animal disturbance calls, reports of injured or aggressive animals, and animals receiving fatal injuries. The Animal Control Bureau also quarantines animals after reported animal bites, investigates reports of animal abuse, and temporarily provides shelter to neglected livestock and injured wildlife. Field animal control service is budgeted to provide service to Redlands citizens five days a week. However, volunteers have allowed field service to continue seven days a week. The animal shelter is open Tuesday through Saturday for adoptions and animal turn-ins.

**Program Objectives:**

- Promote the adoption of cats and dogs housed in the shelter
- Increase the number of animals treated in the spay and neuter program
- Increase volunteer opportunities at the shelter and in special events
- Promote community partnerships to enhance animal welfare

**Significant Program Changes:**

Implemented the use of a paid part-time employee to work when either the full-time animal control officer or the animal control supervisor is on vacation, sick, injury leave, or some other form of leave time.

Recruited volunteers which have allowed field service to expand to seven days a week.

Expanded pet adoption shows to almost every weekend at local and out-of-county adoption events.

**Accomplishments for Fiscal Year 2014-2015:**

- Pet adoptions and rescue events have increased adoption rates and helped to decrease euthanasia at the Redlands Animal Shelter.
- During an end of the year publicity fundraising event, over $19,000 was donated to the spay/neuter account.
- $22,000 was raised for construction of a Care and Isolation Room for the animal shelter.
- Outdoor dog capacity was increased by six animal cages.
- Donated animal food fed all of the animals at the shelter this year.

City of Redlands
2015-2016
Adopted Budget

**DEPARTMENT/DIVISION**
ANIMAL CONTROL

**FUND**
GENERAL FUND

**ORGKEY**
101203

| | 2013-14 ACTUAL (AUDITED) | 2014-15 ADJUSTED BUDGET | 2014-15 12 MONTH ESTIMATED | 2015-16 COUNCIL ADOPTED |
|---|---|---|---|---|
| **SALARIES AND BENEFITS** | | | | |
| 4000 Full Time Salaries | 137,867 | 139,202 | 144,248 | 143,355 |
| 4005 Salaries: Part Time | 18,583 | 13,484 | 25,197 | 30,594 |
| 4010 Overtime Salaries | 2,499 | 8,500 | 1,500 | 8,500 |
| 4015 Banked Leave Buy Back | 3,966 | 7,123 | 3,733 | 4,924 |
| 4050 Pension Contributions | 30,933 | 25,475 | 27,461 | 27,166 |
| 4051 Fica/Medicare | 12,604 | 13,065 | 13,538 | 14,499 |
| 4055 Health/Dental Insurance | 37,670 | 35,957 | 39,284 | 39,133 |
| 4057 Disability Insurance | 1,432 | 1,573 | 1,386 | 1,431 |
| 4058 Unemployment Insurance | 1,830 | 1,736 | 2,170 | 2,170 |
| 4059 Life Insurance | 187 | 189 | 192 | 189 |
| 4081 Eyecare Reimbursement | 0 | 675 | 675 | 675 |
| 4082 Clothing Allowance | 2,175 | 2,475 | 2,150 | 2,150 |
| 4085 Other Taxable Benefits | 0 | 0 | 325 | 325 |
| TOTAL SALARIES AND BENEFITS | 249,746 | 249,454 | 261,859 | 275,110 |
| **SERVICES** | | | | |
| 5153 Veterinary Services | 34,682 | 50,000 | 42,500 | 50,000 |
| 5360 Machinery & Equip Maint | 192 | 500 | 250 | 500 |
| 5395 Info Technology Services Charge | 4,727 | 4,727 | 4,727 | 4,757 |
| 5396 City Garage Charges | 33,733 | 14,229 | 14,229 | 12,661 |
| 5570 Office Equip & Furn Rent | 2,372 | 2,431 | 2,431 | 2,431 |
| 5800 Subscriptions & Memberships | 140 | 165 | 140 | 165 |
| 5880 Special Contractual Services | 15,940 | 16,680 | 16,680 | 16,680 |
| 5950 Bad Debt Expense | 975 | 1,500 | 200 | 1,500 |
| TOTAL SERVICES | 92,761 | 90,232 | 81,157 | 88,694 |
| **SUPPLIES** | | | | |
| 6120 Chemical & Lab Supplies | 1,000 | 1,500 | 2,550 | 2,600 |
| 6140 Office Supplies | 89 | 750 | 71 | 500 |
| 6160 Medical Supplies | 17,251 | 18,000 | 18,000 | 20,000 |

City of Redlands
2015-2016
Adopted Budget

**DEPARTMENT/DIVISION**
ANIMAL CONTROL

**FUND**
GENERAL FUND

**ORGKEY**
101203

| | 2013-14 ACTUAL (AUDITED) | 2014-15 ADJUSTED BUDGET | 2014-15 12 MONTH ESTIMATED | 2015-16 COUNCIL ADOPTED |
|---|---|---|---|---|
| **SUPPLIES (CONT)** | | | | |
| 6170 Weapons & Ammunitions | 249 | 500 | 500 | 500 |
| 6180 Turnouts/Uniforms/Safety Clothin | 382 | 750 | 750 | 750 |
| 6310 Janitorial Supplies | 2 | 1,000 | 0 | 1,000 |
| 6510 Small Tools & Equipment | 262 | 300 | 300 | 300 |
| 6560 Food | 755 | 4,500 | 650 | 2,500 |
| 6590 Special Departmental Supplies | 5,322 | 5,500 | 6,650 | 6,650 |
| TOTAL SUPPLIES | 25,312 | 32,800 | 29,471 | 34,800 |
| **FIXED ASSETS** | | | | |
| 7100 Motor Vehicles | 0 | 36,565 | 36,565 | 0 |
| 7140 All Other Equipment | 0 | 9,695 | 9,695 | 0 |
| 7150 Other Betterments/Improvements | 0 | 11,000 | 11,000 | 0 |
| TOTAL FIXED ASSETS | 0 | 57,260 | 57,260 | 0 |
| DIVISION TOTAL | 367,819 | 429,746 | 429,746 | 398,604 |
| DEPARTMENT TOTAL | 21,789,927 | 23,332,311 | 22,805,301 | 23,867,962 |

City of Redlands
2015-2016
Adopted Budget

**DEPARTMENT/DIVISION**
TRAFFIC SAFETY

**FUND**
TRAFFIC SAFETY FUND

**ORGKEY**
223130

| | 2013-14 ACTUAL (AUDITED) | 2014-15 ADJUSTED BUDGET | 2014-15 12 MONTH ESTIMATED | 2015-16 COUNCIL ADOPTED |
|---|---|---|---|---|
| **SERVICES** | | | | |
| 5950 Bad Debt Expense | 0 | 750 | 750 | 750 |
| TOTAL SERVICES | 0 | 750 | 750 | 750 |
| FUND TOTAL | 0 | 750 | 750 | 750 |

# City of Redlands
# 2015-2016
# Adopted Budget

## Police
## Asset Forfeiture and Grants

**Program Description:**

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

**Program Objectives:**

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

The Redlands Police Department actively seeks grants to supplement operations. Grants awarded and/or funded through the 2014-2015 fiscal year include:

- Community grants whereby local non-profit organizations may apply for financial aid and/or grants to serve community program needs
- Homeland Security Grant to provide funding for video surveillance system at Redlands Boulevard and California Street
- Justice Assistance Grant (JAG) provides funding to underwrite projects to reduce crime and improve public safety. Funding included transcription services for felony arrests and partially funding one (1) unmarked vehicle for the Investigative Bureau.
- Office of Traffic Safety Selective Traffic Enforcement grant that focuses on traffic safety issues and enforcement that funds overtime for DUI and Drivers License checkpoints; DUI Saturation patrols; Special Enforcement Operations and Court Stings. The OTS grant also provides for traffic enforcement related training.
- Office of Community Oriented Policing Services (COPS) Technology grants to protect and enhance valuable public safety infrastructure, and a 2011 COPS Hiring grant to fund four Police Officers salaries and benefits for three years
- 2011 Office of Justice Programs, Public/Private Partnership Grant, using social business software (SBS) to enhance public/private partnerships; a collaborative approach to community knowledge mining
- The ABC 2014-15 grant will be used to fund ABC enforcement programs throughout the City of Redlands
- Board of State and Community Corrections allocation to fund one Police Officer salary and benefits for purpose of addressing the crime impacts of realignment
- Supplemental Law Enforcement Services Fund (SLESF) supplements part-time camera surveillance monitoring personnel

**Significant Program Changes:**

None.

City of Redlands
2015-2016
Adopted Budget

**DEPARTMENT/DIVISION**
ASSET FORFEITURE

**FUND**
ASSET FORFEITURE FUND

**ORGKEY**
246200

| | 2013-14 ACTUAL (AUDITED) | 2014-15 ADJUSTED BUDGET | 2014-15 12 MONTH ESTIMATED | 2015-16 COUNCIL ADOPTED |
|---|---|---|---|---|
| **SALARIES AND BENEFITS** | | | | |
| 4010 Overtime Salaries | 0 | 26,000 | 0 | 26,000 |
| 4051 Fica/Medicare | 0 | 377 | 0 | 377 |
| TOTAL SALARIES AND BENEFITS | 0 | 26,377 | 0 | 26,377 |
| **SERVICES** | | | | |
| 5040 Undercover Investigations | 0 | 26,000 | 0 | 26,000 |
| 5103 Software Support/Development | 0 | 0 | 2,975 | 0 |
| 5240 Meeting & Professional Devlpmt | 0 | 0 | 1,000 | 0 |
| 5255 Travel Expense/Reimbursement | 1,278 | 3,000 | 4,080 | 3,000 |
| 5280 Advertising | 1,000 | 1,000 | 1,000 | 1,000 |
| 5285 Community Grant Awards | 5,750 | 5,000 | 4,750 | 5,000 |
| 5303 Telephone/Upgrades | 38,665 | 2,400 | 2,340 | 2,400 |
| 5310 Electricity & Gas | 5,390 | 6,000 | 7,741 | 7,500 |
| 5510 Land and Building Rent | 18,000 | 18,000 | 18,000 | 18,000 |
| 5760 Special Program Expenditures | 125,000 | 175,000 | 80,000 | 100,000 |
| 5840 Training | 1,595 | 1,500 | 2,080 | 1,500 |
| 5880 Special Contractual Services | 0 | 8,500 | 1,200 | 7,680 |
| TOTAL SERVICES | 196,678 | 246,400 | 125,166 | 172,080 |
| **SUPPLIES** | | | | |
| 6170 Weapons & Ammunitions | 5,776 | 5,000 | 9,667 | 10,000 |
| 6180 Turnouts/Uniforms/Sfty Clothing | 35,734 | 0 | 4,772 | 0 |
| 6190 Photo & Copying Supplies | 0 | 0 | 7,584 | 0 |
| 6510 Small Tools & Equipment | 1,572 | 2,500 | 0 | 0 |
| 6590 Special Departmental Supplies | 52,380 | 29,800 | 40,660 | 40,000 |
| TOTAL SUPPLIES | 95,462 | 37,300 | 62,683 | 50,000 |

City of Redlands
2015-2016
Adopted Budget

**DEPARTMENT/DIVISION**
ASSET FORFEITURE

**FUND**
ASSET FORFEITURE FUND

**ORGKEY**
246200

| | 2013-14 ACTUAL (AUDITED) | 2014-15 ADJUSTED BUDGET | 2014-15 12 MONTH ESTIMATED | 2015-16 COUNCIL ADOPTED |
|---|---|---|---|---|
| **FIXED ASSETS** | | | | |
| 7100 Motor Vehicles | 130,742 | 50,668 | 56,442 | 102,081 |
| 7140 All Other Equipment | 0 | 16,501 | 44,216 | 11,752 |
| TOTAL FIXED ASSETS | 130,742 | 67,169 | 100,658 | 113,833 |
| FUND TOTAL | 422,882 | 377,246 | 288,506 | 362,290 |

City of Redlands
2015-2016
Adopted Job Ledger Budget

**Department**
Police

**Fund**
Drug Confiscation

**Orgkey**
246200

| Job Ledger No. | Project/Program Description | FY 2015 12-Month Estimate | FY 2016 Budget Request |
|---|---|---|---|
| 25013 | Drug Confiscation - State | 25,457 | 25,000 |
| 25014 | Drug Confiscation - Federal | 260,549 | 334,790 |
| 25016 | 15% Drug/Gang Prevention (State) | 2,500 | 2,500 |
| | TOTALS | $288,506 | $362,290 |

City of Redlands
2015-2016
Adopted Budget

**DEPARTMENT/DIVISION**
POLICE GRANTS

**FUND**
POLICE GRANT FUND

**ORGKEY**
247200

| | 2013-14 ACTUAL (AUDITED) | 2014-15 ADJUSTED BUDGET | 2014-15 12 MONTH ESTIMATED | 2015-16 COUNCIL ADOPTED |
|---|---|---|---|---|
| **SALARIES AND BENEFITS** | | | | |
| 4000 Full Time Salaries | 391,753 | 349,199 | 349,199 | 0 |
| 4005 Salaries: Part Time | 4,269 | 29,060 | 29,060 | 0 |
| 4010 Overtime Salaries | 1,973 | 0 | 0 | 0 |
| 4011 Overtime Reimbursable | 106,987 | 271,805 | 271,805 | 0 |
| 4015 Banked Leave Buy Back | 0 | 65,464 | 65,464 | 0 |
| 4050 Pension Contributions | 217,108 | 123,014 | 123,014 | 0 |
| 4051 Fica/Medicare | 5,259 | 13,529 | 13,529 | 0 |
| 4053 Deferred Compensation | 0 | 860 | 860 | 0 |
| 4055 Health/Dental Insurance | 82,162 | 166,228 | 166,228 | 0 |
| 4056 Worker's Comp Insurance | 29,763 | 11,228 | 11,228 | 0 |
| 4057 Disability Insurance | 326 | 0 | 0 | 0 |
| 4058 Unemployment Insurance | 2,052 | 3,885 | 3,885 | 0 |
| 4059 Life Insurance | 322 | 311 | 311 | 0 |
| 4081 Eyecare Reimbursement | 0 | 225 | 225 | 0 |
| 4082 Clothing Allowance | 0 | 11,850 | 11,850 | 0 |
| 4085 Other Taxable Benefits | 2,714 | 150 | 150 | 0 |
| TOTAL SALARIES AND BENEFITS | 844,688 | 1,046,808 | 1,046,808 | 0 |
| **SERVICES** | | | | |
| 5103 Software Support/Development | 40,200 | 0 | 0 | 0 |
| 5190 Other Professional Services | 44,388 | 0 | 0 | 0 |
| 5255 Travel Expense/Reimbursement | 4,277 | 19,336 | 19,336 | 0 |
| 5303 Telephone | 12,832 | 48,755 | 48,755 | 0 |
| 5320 Janitorial Services | 1,320 | 0 | 0 | 0 |
| 5360 Machinery & Equipment Maint | 39,293 | 0 | 0 | 0 |
| 5840 Training | 696 | 254 | 254 | 0 |
| 5880 Special Contractual Services | 157,316 | 76,031 | 76,031 | 0 |
| TOTAL SERVICES | 300,322 | 144,376 | 144,376 | 0 |

City of Redlands
2015-2016
Adopted Budget

**DEPARTMENT/DIVISION**
POLICE GRANTS

**FUND**
POLICE GRANT FUND

**ORGKEY**
247200

| | 2013-14 ACTUAL (AUDITED) | 2014-15 ADJUSTED BUDGET | 2014-15 12 MONTH ESTIMATED | 2015-16 COUNCIL ADOPTED |
|---|---|---|---|---|
| **SUPPLIES** | | | | |
| 6180 Turnouts/Uniforms/Sfty Clothing | 11 | 0 | 0 | 0 |
| 6375 Computer Components | 39,397 | 135,503 | 135,503 | 0 |
| 6590 Special Departmental Supplies | 107,900 | 4,457 | 4,457 | 0 |
| TOTAL SUPPLIES | 147,308 | 139,960 | 139,960 | 0 |
| **FIXED ASSETS** | | | | |
| 7100 Motor Vehicles | 0 | 17,157 | 17,157 | 0 |
| 7140 All Other Equipment | 151,482 | 25,190 | 25,190 | 0 |
| TOTAL FIXED ASSETS | 151,482 | 42,347 | 42,347 | 0 |
| FUND TOTAL | 1,443,800 | 1,373,491 | 1,373,491 | 0 |

City of Redlands
2015-2016
Adopted Job Ledger Budget

**Department**
Police

**Fund**
Police Grants

**Orgkey**
247200

| Job Ledger No. | Project/Program Description | FY 2015 12-Month Estimate | FY 2016 Budget Request |
|---|---|---|---|
| 25097 | Homeland Security COPLINK | 45,000 | 0 |
| 25108 | DOJ Technology Grant 2010 | 51,020 | 0 |
| 25109 | 2010 COPS Technology Grant | 106,654 | 0 |
| 25119 | OJP 2011 - Public/Private Partnership | 205,223 | 0 |
| 25120 | 2011 COPS Hiring Grant | 504,463 | 0 |
| 25132 | Board of State & Community Corrections | 141,800 | 0 |
| 25133 | 2013 Justice Assistance Grant (JAG) | 13,235 | 0 |
| 25134 | ABC Grant 2014 | 4,016 | 0 |
| 25135 | OTS STEP 2013-14 | 36,659 | 0 |
| 25136 | OTS Sobriety Checkpoint 2013-14 | 34,248 | 0 |
| 25139 | 2013 Homeland Security Grant | 7,741 | 0 |
| 25140 | 2014 Justice Assistance Grant (JAG) | 17,157 | 0 |
| 25141 | OTS STEP 2014-15 | 155,410 | 0 |
| 25142 | ABC Mini Grant 2014-15 | 18,600 | 0 |
| 25143 | 2014 Homeland Security Grant | 17,449 | 0 |
| 25145 | 2015 Justice Assistance Grant (JAG) | 14,816 | 0 |
| | TOTALS | $1,373,491 | $0 |

City of Redlands
2015-2016
Adopted Budget

**DEPARTMENT/DIVISION**
SUPPLEMENTAL LAW ENFORCEMENT

**FUND**
SUPPLEMENTAL LAW ENFORCEMENT FUND

**ORGKEY**
249200

| | 2013-14 ACTUAL (AUDITED) | 2014-15 ADJUSTED BUDGET | 2014-15 12 MONTH ESTIMATED | 2015-16 COUNCIL ADOPTED |
|---|---|---|---|---|
| **SALARIES AND BENEFITS** | | | | |
| 4005 Part Time Salaries | 93,044 | 97,049 | 72,579 | 103,450 |
| 4051 Fica/Medicare | 7,109 | 7,424 | 5,552 | 7,914 |
| 4058 Unemployment Insurance | 2,126 | 2,170 | 1,736 | 2,604 |
| TOTAL SALARIES AND BENEFITS | 102,279 | 106,643 | 79,867 | 113,968 |
| **SERVICES** | | | | |
| 5880 Special Contractual Services | 0 | 0 | 24,000 | 0 |
| TOTAL SERVICES | 0 | 0 | 24,000 | 0 |
| FUND TOTAL | 102,279 | 106,643 | 103,867 | 113,968 |

# City of Redlands
# 2015-2016
# Adopted Budget

## Fire

**Mission Statement:**

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

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

**Department Goals:**

- Automate Fire Prevention Inspection procedures.
- Work toward a permanent home for Fire Station 264
- Continue to safeguard the community from fire through effective fire suppression, programs ensuring adherence to fire codes, public education, and mitigation
- Continue to deliver skilled and empathetic advanced life support pre-hospital care by well-trained personnel, as well as to meet the education and delivery standards required by the State of California and County of San Bernardino to ensure this level of service
- Provide for proper disposition of hazardous materials and E-Waste that might otherwise impact landfills or wastewater treatment facilities; and to provide personnel with proper training and equipment to mitigate a leak, spill or other release of toxic material in our jurisdiction, through our Hazardous Materials Response, Household Hazardous Waste and, E-Waste Programs
- Complete Fire Defense Planning to identify long term fire station requirements.

**Sustainability Efforts:**

- Operates the Household Hazardous Waste Program for the City of Redlands while implementing a California State Grant of $37,007.
- Operates the E-Waste Program for the City of Redlands
- Operates the Sharps Disposal program for residents who use and must properly dispose of hypodermic needles. Including the implementation of granted materials in support of Household Hazardous Waste and Sharps disposal program
- We continue to strive to automate all administrative functions so as to limit the need for hard copy documentation.
- Department staff has obtained two proposals from vendors for the installation of solar panels on all fire stations.

**Significant Program Changes:**

- Continue efforts to implement automated fire prevention permitting and inspection tracking software.
    - More accurate tracking of fire prevention workload
    - More timely billing for permitting fees
    - More efficient use of personnel to accomplish required inspections.

- Expand Reserve Firefighter Program
    - Augment three person crews to include a forth crew member
    - Provide avenue for prospective firefighters to acquire additional knowledge skills and abilities
    - Provide the opportunity to gain firsthand observation of prospective employees under routine and emergency conditions.
- Expand Volunteer Fire Prevention Inspector Program
    - Provide more compliance with fire prevention regulations
    - Provide more timely inspections and re-inspection of occupancies
    - Free Fire Marshal and Fire Company time for more appropriate functions.

City of Redlands
2015-2016
Adopted Budget

REVENUE DETAIL

| | 2013-14 ACTUAL (AUDITED) | 2014-15 ADJUSTED BUDGET | 2014-15 12 MONTH ESTIMATED | 2015-16 COUNCIL ADOPTED |
|---|---|---|---|---|
| **FIRE DEPARTMENT** | | | | |
| 3124 Plan Check | 103,365 | 95,000 | 217,737 | 217,737 |
| 3185 Special Fire Permits | 21,729 | 25,000 | 39,826 | 39,826 |
| 3186 Fire Permits | 79,620 | 75,000 | 52,887 | 52,887 |
| 3250 Federal Grants | 2,674 | 105,685 | 45,060 | 0 |
| 3255 Federal Reimbursement | 1,518 | 0 | 1,000 | 1,000 |
| 3300 Fire Alarms | 1,756 | 5,500 | 1,000 | 2,100 |
| 3301 Fire Department Reports | 77 | 100 | 100 | 100 |
| 3302 Inspections | 165,167 | 150,000 | 135,169 | 135,169 |
| 3303 Fire Prevention Services | 191 | 400 | 200 | 200 |
| 3304 Mutual Aid Reimbursement | 199,761 | 200,000 | 250,000 | 275,000 |
| 3305 Cost Recover/Reimb Expenditure | 558 | 40,000 | 20,709 | 25,000 |
| 3306 Weed Abatement | 20,874 | 20,000 | 17,000 | 20,000 |
| 3308 State Mandated Inspections | 6,550 | 7,000 | 4,000 | 0 |
| 3320 Depositions | 0 | 150 | 0 | 0 |
| 3326 City Classes/Programs | 38,815 | 50,000 | 30,000 | 30,000 |
| 3512 Returned Check Charge | 39 | 0 | 39 | 39 |
| 3516 Sale of Surplus Property | 9,750 | 3,000 | 1,500 | 3,000 |
| 3530 Miscellaneous Receipts | 57,806 | 0 | 0 | 0 |
| 3590 Donations | 25,539 | 35,000 | 25,000 | 25,000 |
| TOTAL FIRE DEPARTMENT | 735,789 | 811,835 | 841,227 | 827,058 |
| | | | | |
| **EMERGENCY SERVICES (205)** | | | | |
| 3000 Current Secured Taxes | 1,093,429 | 1,100,000 | 1,100,000 | 1,100,000 |
| 3305 Cost Recover/Reimb Expenditure | 0 | 3,000 | 3,000 | 3,000 |
| 3327 Non-Resident Fees | 12,577 | 12,000 | 15,000 | 15,000 |
| 3590 Donations | 70,306 | 30,000 | 0 | 0 |
| TOTAL EMERGENCY SERVICES | 1,176,312 | 1,145,000 | 1,118,000 | 1,118,000 |
| | | | | |
| **HOUSEHOLD HAZ WASTE (206)** | | | | |
| 3200 State Grants | 336 | 0 | 36,120 | 0 |
| 3376 Recycled Material | 6,888 | 7,000 | 6,500 | 6,500 |
| 3535 Program Income | 108,983 | 108,000 | 108,000 | 108,000 |
| TOTAL HOUSEHOLD HAZ. WASTE | 116,207 | 115,000 | 150,620 | 114,500 |

# City of Redlands
# 2015-2016
# Adopted Budget

## Fire
## Administrative Services

**Program Description:**

Administrative Services consists of the Fire Chief who oversees all Fire Department activities. The Fire Chief is supported by one (1) Senior Administrative Technician. The Redlands Fire Department operates and maintains four separate fire stations, Fire Headquarters, and a Household Hazardous Waste collection station. Administrative Services is responsible for the overall management of the various programs of the department and to ensure overall requirements and program goals and objectives are successfully accomplished.

**Program Objectives:**

- Adapt organization to effectively administer and manage the resources of the department given the ongoing reductions in headquarters staff.
- Integrate Fire Corps volunteers into as many functions as may be possible to maximize administrative and logistics capabilities
- Restructure office staff functions and procedures to be more efficient and productive
- Administer and communicate personnel policies and procedures to all department personnel
- Demand fiscal management for all programs of the department
- Continue managing the wildland interface contract with Cal-Fire
- Provide administrative oversight of materials management and fleet services
- Monitor and modify all duties, as necessary, to ensure an efficient Fire and Emergency Medical service delivery system
- Continue the pursuit of funding mechanisms to complete Fire Station 264 construction
- Seek funding for remodel of Fire Station 262 to accommodate both male and female crew members
- Pre-employment screening and background investigations

**Significant Program Changes:**

- Through a combination of self-help and contractors, the Fire Headquarters administrative front office was updated to reflect a more modern and functional working environment.

**Accomplishments for Fiscal Year 2013-2014:**

- Received, inspected, accepted, and outfitted two Pierce Manufacturing Type 1 (Structural) fire engines.
- Refined intranet, calendar, email and file sharing capability.
- Further developed and maintain an active Facebook site sharing fire, emergency medical and community risk reduction information with the public.

## Fire
## Fire Suppression

**Program Description:**

This division operates under the direction of the Fire Battalion Chiefs and consists of the 54 personnel assigned to line or operational responsibilities. The department staffs four 3 person engines, one 3 person ladder truck, one 2 person medic squad and one battalion chief per 24 hour shift.

**Program Objectives:**

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

**Significant Program Changes:**

- Operational personnel continue to absorb traditionally administrative and support functions as the department adapts to the headquarters staffing level.
- Redlands Fire Department units responded on 9252 individual emergencies in 2014. This represents a 7.1% increase in emergency responses over 2013.

City of Redlands
2015-2016
Adopted Budget

**DEPARTMENT/DIVISION**
FIRE SUPPRESSION

**FUND**
GENERAL FUND

**ORGKEY**
101250

| | 2013-14 ACTUAL (AUDITED) | 2014-15 ADJUSTED BUDGET | 2014-15 12 MONTH ESTIMATED | 2015-16 COUNCIL ADOPTED |
|---|---|---|---|---|
| **SALARIES AND BENEFITS** | | | | |
| 4000 Full Time Salaries | 3,824,723 | 3,903,650 | 3,903,650 | 4,188,358 |
| 4002 Labor Code Section 4850 | 109,312 | 0 | 130,000 | 0 |
| 4005 Salaries: Part Time | 2,501 | 11,000 | 11,000 | 11,000 |
| 4010 Overtime Salaries | 300,258 | 97,930 | 240,393 | 200,000 |
| 4011 Overtime:Reimbursable | 103,131 | 0 | 175,000 | 200,000 |
| 4013 Constant Staffing OT | 863,004 | 900,000 | 916,000 | 900,000 |
| 4015 Banked Leave Buy Back | 230,259 | 149,504 | 150,957 | 164,452 |
| 4018 Holiday: FLSA | 69,111 | 180,843 | 72,395 | 192,586 |
| 4050 Pension Contributions | 1,987,585 | 2,142,506 | 2,142,506 | 2,468,701 |
| 4051 Fica/Medicare | 83,283 | 97,043 | 84,561 | 97,472 |
| 4053 Deferred Compensation | 11,766 | 12,867 | 12,867 | 2,478 |
| 4055 Health/Dental Insurance | 609,001 | 612,658 | 670,716 | 667,313 |
| 4056 Worker's Comp Insurance | 524,057 | 328,400 | 328,400 | 408,959 |
| 4057 Disability Insurance | 35,365 | 36,698 | 36,698 | 46,030 |
| 4058 Unemployment Insurance | 11,046 | 16,492 | 16,492 | 16,773 |
| 4059 Life Insurance | 2,364 | 2,631 | 2,631 | 2,426 |
| 4081 Eyecare Reimbursement | 7,140 | 8,550 | 8,550 | 8,663 |
| 4082 Clothing Allowance | 18,500 | 18,500 | 17,500 | 18,700 |
| 4084 Clothing Cash Payment | 0 | 200 | 200 | 200 |
| 4085 Other Taxable Benefits | 115 | 750 | 4,401 | 675 |
| TOTAL SALARIES AND BENEFITS | 8,792,521 | 8,520,222 | 8,924,917 | 9,594,787 |
| **SERVICES** | | | | |
| 5034 Collection Agent/Bank Fees | 25 | 25 | 25 | 25 |
| 5050 Fingerprinting | 64 | 0 | 330 | 165 |
| 5103 Software Support & Maint | 5,005 | 6,550 | 6,550 | 5,550 |
| 5104 Hardware Maintenance-Replace | 0 | 5,000 | 2,000 | 3,000 |
| 5140 Legal Services | 11,601 | 35,000 | 55,000 | 45,000 |
| 5180 Medical/Physicals | 296 | 1,520 | 1,520 | 6,520 |
| 5190 Other Professional Services | 0 | 12,280 | 12,280 | 12,887 |
| 5240 Meeting & Professional Devlpmt | (285) | 2,500 | 1,000 | 2,500 |

City of Redlands
2015-2016
Adopted Budget

**DEPARTMENT/DIVISION**
FIRE SUPPRESSION

**FUND**
GENERAL FUND

**ORGKEY**
101250

| | 2013-14 ACTUAL (AUDITED) | 2014-15 ADJUSTED BUDGET | 2014-15 12 MONTH ESTIMATED | 2015-16 COUNCIL ADOPTED |
|---|---|---|---|---|
| **SERVICES (CONT)** | | | | |
| 5255 Travel Reimbursement | 1,388 | 3,000 | 3,025 | 3,000 |
| 5270 Printing and Binding | 1,096 | 2,750 | 1,000 | 2,750 |
| 5275 Postage | 861 | 1,100 | 1,100 | 1,100 |
| 5303 Telephone | 20,776 | 19,750 | 19,750 | 19,000 |
| 5340 Office Equipment Maintenance | 0 | 2,500 | 2,500 | 500 |
| 5350 Buildingt/Grounds Maintenance | 0 | 10,000 | 10,000 | 96,439 |
| 5360 Machinery & Equip Maint | 479 | 4,500 | 1,500 | 10,000 |
| 5392 License & Permits | 119 | 2,850 | 2,000 | 2,850 |
| 5395 Info Technology Services Charge | 52,964 | 52,964 | 52,964 | 51,143 |
| 5396 City Garage Charges | 369,767 | 326,123 | 326,123 | 272,386 |
| 5530 Clothing and Linen Rent | 4,791 | 7,488 | 7,488 | 7,488 |
| 5570 Office Equip & Furn Rent | 3,303 | 3,500 | 3,500 | 3,500 |
| 5580 Communications Svs & Rental | 370,054 | 381,859 | 381,859 | 368,209 |
| 5590 Other Rentals | 4,135 | 6,000 | 1,500 | 6,000 |
| 5722 Penalties and Interest | 2 | 0 | 26 | 25 |
| 5800 Subscriptions & Memberships | 980 | 1,160 | 900 | 1,160 |
| 5840 Training | 930 | 1,000 | 1,000 | 1,000 |
| 5880 Special Contractual Services | 146,038 | 75,000 | 75,000 | 75,000 |
| TOTAL SERVICES | 994,389 | 964,419 | 969,940 | 997,197 |
| | | | | |
| **SUPPLIES** | | | | |
| 6130 Books & Supplies | 0 | 250 | 250 | 250 |
| 6140 Office Supplies | 11,891 | 12,000 | 12,000 | 12,000 |
| 6145 Awards/Recognition Program | 1,252 | 1,700 | 1,000 | 1,700 |
| 6160 Medical Supplies | 3,220 | 3,100 | 3,100 | 3,100 |
| 6180 Turnouts/Uniforms/Sfty Clothing | 90,426 | 76,615 | 57,035 | 102,580 |
| 6190 Photo & Copying Supplies | 0 | 500 | 250 | 500 |
| 6210 Repair/Maintenance Supplies | 647 | 2,500 | 4,020 | 2,500 |
| 6310 Janitorial Supplies | 13,520 | 14,500 | 11,000 | 14,500 |
| 6410 Motor Vehicle Supplies | 217 | 500 | 500 | 500 |
| 6500 Office Equipment & Furniture | 1,344 | 39,798 | 37,000 | 14,000 |

City of Redlands
2015-2016
Adopted Budget

**DEPARTMENT/DIVISION**
FIRE SUPPRESSION

**FUND**
GENERAL FUND

**ORGKEY**
101250

| | 2013-14 ACTUAL (AUDITED) | 2014-15 ADJUSTED BUDGET | 2014-15 12 MONTH ESTIMATED | 2015-16 COUNCIL ADOPTED |
|---|---|---|---|---|
| **SUPPLIES (CONTD)** | | | | |
| 6510 Small Tools & Equipment | 34,610 | 24,800 | 24,800 | 19,800 |
| 6560 Food | 3,629 | 2,500 | 2,200 | 2,500 |
| 6590 Special Departmental Supplies | 29,958 | 31,500 | 31,500 | 26,500 |
| TOTAL SUPPLIES | 190,714 | 210,263 | 184,655 | 200,430 |
| **FIXED ASSETS** | | | | |
| 7100 Motor Vehicles | 0 | 8,000 | 27,807 | 0 |
| 7140 All Other Equipment | 0 | 22,965 | 22,965 | 0 |
| TOTAL FIXED ASSETS | 0 | 30,965 | 50,772 | 0 |
| **DEBT SERVICE** | | | | |
| 8100 Principal | 102,628 | 207,018 | 211,483 | 219,012 |
| 8200 Interest | 19,057 | 51,590 | 47,126 | 39,596 |
| TOTAL DEBT SERVICE | 121,685 | 258,609 | 258,609 | 258,608 |
| DIVISION TOTAL | 10,099,309 | 9,984,477 | 10,388,893 | 11,051,022 |

# City of Redlands
# 2015-2016
# Adopted Budget

## Fire
## Fire Prevention Bureau

**Program Description:**

This division operates under the direction of the Fire Chief and consists of the Fire Marshal, an Administrative Assistant II, and a part-time fire inspector. Operating under the guidelines of the International Fire Code (IFC) as adopted by the State of California and the City of Redlands, the Fire Prevention Bureau provides an all hazards approach to fire prevention safeguarding the community from fire and other hazards through programs ensuring compliance with fire and life safety code regulations.

The Fire Prevention Bureau is also responsible for the investigation of all fires and determination of their cause and origin. This function is accomplished by three Operations personnel who have additional training in arson investigation. These personnel work closely with the Redlands Police Department to insure that any required criminal investigations are complete and submitted to the District Attorney in a timely and effective manner.

**Program Objectives:**

- Provide appropriate review of development plans related to fire code requirements.
- Participation in city committees and advisory boards.
- Authorize issuance of annual operational fire permits.
- Conduct annual fire and life safety inspections in a timely manner.
- Provide administration of the Vegetation Management Program.
- Provide logistical support for major emergencies to assist Suppression personnel.
- Conduct and enforce the fire code as adopted by the City of Redlands.
- Oversee special events to insure proper safety (Assemblies, fireworks, etc.)
- Determine the cause and origin of all fires experienced within the City of Redlands.
- Investigate and submit reports to the District Attorney on fires determined to be arson.
- Conduct juvenile fire setters interventions

**Significant Program Changes:**

- Cityworks is now integrated into fire prevention workflow for construction permits
- Community education and outreach at special events including Market Night.
- Inspections of food vendors at large community events
- Continued participation in the Ready Set Go program
- Fire Inspector certification program for volunteers.

**Accomplishments for Calendar Year 2014:**

- 421 plans were submitted for review
- 812 hours performing construction related inspections
- 1,803 annual fire inspections were conducted (Down from 2,366 last year)
- 5 residential housing developments were approved for construction
- Conducted 1,400 weed abatement inspections
- Inspected and oversaw 11 public fireworks displays

City of Redlands
2015-2016
Adopted Budget

**DEPARTMENT/DIVISION**
FIRE PREVENTION

**FUND**
GENERAL FUND

**ORGKEY**
101251

| | 2013-14 ACTUAL (AUDITED) | 2014-15 ADJUSTED BUDGET | 2014-15 12 MONTH ESTIMATED | 2015-16 COUNCIL ADOPTED |
|---|---|---|---|---|
| **SALARIES AND BENEFITS** | | | | |
| 4000 Full Time Salaries | 114,634 | 127,553 | 130,571 | 180,964 |
| 4005 Salaries: Part Time | 24,692 | 21,420 | 21,420 | 31,520 |
| 4010 Overtime Salaries | 2,121 | 4,000 | 3,500 | 4,000 |
| 4015 Banked Leave Buy Back | 0 | 2,944 | 2,078 | 3,378 |
| 4050 Pension Contributions | 21,777 | 23,355 | 23,355 | 34,292 |
| 4051 Fica/Medicare | 10,876 | 11,746 | 11,746 | 16,810 |
| 4053 Deferred Compensation | 860 | 860 | 860 | 860 |
| 4055 Health/Dental Insurance | 16,225 | 13,822 | 17,140 | 20,640 |
| 4057 Disability Insurance | 269 | 390 | 390 | 1,314 |
| 4058 Unemployment Insurance | 1,618 | 1,302 | 1,302 | 1,736 |
| 4059 Life Insurance | 118 | 126 | 126 | 157 |
| 4081 Eyecare Reimbursement | 450 | 450 | 450 | 562 |
| 4082 Clothing Allowance | 0 | 500 | 500 | 750 |
| 4084 Clothing Cash Payment | 200 | 200 | 200 | 200 |
| 4085 Other Taxable Benefits | 150 | 930 | 930 | 930 |
| TOTAL SALARIES AND BENEFITS | 193,990 | 209,597 | 214,568 | 298,113 |
| **SERVICES** | | | | |
| 5103 Software Support and Maintenance | 0 | 14,200 | 14,200 | 12,500 |
| 5190 Other Professional Services | 404 | 20,650 | 20,650 | 5,200 |
| 5240 Meeting & Professional Devlpmt | 390 | 3,057 | 3,000 | 3,500 |
| 5255 Travel Expense Reimbursement | 237 | 3,600 | 2,500 | 2,900 |
| 5270 Printing and Binding | 1,795 | 3,800 | 3,800 | 2,100 |
| 5275 Postage | 9 | 500 | 250 | 150 |
| 5280 Advertising | 1,422 | 3,450 | 3,450 | 2,500 |
| 5303 Telephone | 208 | 1,012 | 1,012 | 1,450 |
| 5360 Machinery & Equip Maint | 0 | 500 | 500 | 500 |
| 5395 Info Technology Services Charges | 2,210 | 2,210 | 2,210 | 2,133 |
| 5490 Other Insurance | 0 | 375 | 350 | 375 |
| 5580 Communications Svs & Rental | 19,878 | 30,147 | 30,147 | 28,340 |
| 5800 Subscriptions & Memberships | 539 | 695 | 600 | 1,000 |

City of Redlands
2015-2016
Adopted Budget

**DEPARTMENT/DIVISION**
FIRE PREVENTION

**FUND**
GENERAL FUND

**ORGKEY**
101251

| | 2013-14 ACTUAL (AUDITED) | 2014-15 ADJUSTED BUDGET | 2014-15 12 MONTH ESTIMATED | 2015-16 COUNCIL ADOPTED |
|---|---|---|---|---|
| **SERVICES (CONT)** | | | | |
| 5840 Training | 1,789 | 6,190 | 6,100 | 5,975 |
| 5880 Special Contractual Services | 15,438 | 18,780 | 18,500 | 32,080 |
| 5950 Bad Debt Expense | 12,428 | 10,000 | 18,500 | 20,000 |
| TOTAL SERVICES | 56,747 | 119,166 | 125,769 | 120,703 |
| **SUPPLIES** | | | | |
| 6130 Books & Supplies | 440 | 2,000 | 1,850 | 2,250 |
| 6140 Office Supplies | 748 | 2,500 | 2,500 | 2,600 |
| 6145 Awards/Recognition Program | 572 | 700 | 700 | 725 |
| 6180 Turnouts/Uniforms/Sfty Clothing | 1,736 | 4,800 | 4,800 | 5,600 |
| 6190 Photo & Copying Supplies | 0 | 250 | 0 | 250 |
| 6375 Computer Components | 1,782 | 0 | 0 | 4,200 |
| 6500 Office Equipment & Furniture | 0 | 0 | 0 | 1,600 |
| 6510 Small Tools & Equipment | 3,370 | 1,000 | 1,000 | 1,150 |
| 6560 Food | 0 | 200 | 350 | 750 |
| 6590 Special Departmental Supplies | 422 | 500 | 500 | 12,275 |
| TOTAL SUPPLIES | 9,070 | 11,950 | 11,700 | 31,400 |
| **FIXED ASSETS** | | | | |
| 7100 Motor Vehicles | 25,539 | 22,461 | 22,461 | 0 |
| TOTAL FIXED ASSETS | 25,539 | 22,461 | 22,461 | 0 |
| DIVISION TOTAL | 285,346 | 363,174 | 374,498 | 450,216 |

## Fire
## Fire Training Program

**Program Description:**

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

**Program Objectives:**

- Administer and ensure all minimum mandated training is provided for all members of the Fire Department.
- Assure that each Company meets an average of 20 hours training per person per month.
- Compile and maintain training records for all field operational personnel.
- Conduct regularly scheduled performance standard drills to enhance individual skills. This includes Fire Company's functions and multi-company coordination for emergency application, including technical training, team training, officer training programs and specialized equipment training.
- Schedule and conduct mandated Hazardous Materials 1st Responder training.
- Schedule and conduct mandated Wildland Fire Training.
- Submit Monthly CFFJAC (California Fire Fighter Joint Apprenticeship Committee) reports.
- Conduct Pre-Fire Planning and Industrial Facility Tours for personnel.
- Conduct single and multi-company training with Fire Departments throughout the region.
- Assure succession training needs are met for all positions in the department.
- Schedule additional training as mandated by Federal and State requirements.
- Coordinate recruit and promotional manipulative examinations.

**Significant Program Changes:**

- The Training Division has been able to maintain minimum requirements but expect delays when attempting to be progressive in developing large programs or implementation of new or significant training changes.
- Improvement to training related budget has positively improved our ability to provide needed training to our personnel in specialty areas (Vertical Rescue, Trench Rescue, Confined Space Rescue, Driver/Operator and Hazardous Materials).
- Inclusion of Quality Assurance Nurse in Emergency Medical Services budget freed additional time for non-EMS training workload.
- Providing California State Fire Marshall Courses and certification by department personnel for members of the Redlands and surrounding fire departments.
- Updated probationary Firefighter requirements to mirror California State Fire Marshal.

Accomplishments for Fiscal Year 2014-2015:

- Total number of training hours from July 1, 2014 - March 29, 2015 is 13,427 hours.
- Administered Promotional Tests for FF/PM, Engineer and Captain
- Administered a 2 week recruit Academy
- Administered CSFM (California State Fire Marshal) certificate courses (Low Angle Rope Rescue Operations, Confined Space Awareness, Driver Operator 1A and 1B.
- Sent 2 personnel through Hazardous Materials Technician (4 week program)
- Sent 16 personnel through Emergency Vehicle Operations Center (EVOC) Driver training course (8 hour course)
- Sent 4 personnel through Rio Hondo Regional Ladder Truck Academy (2 week program)
- Sent 3 personnel through Trench Rescue Technician course (3 day course)
- Sent 3 personnel through Rescue Systems 1 / Structural Collapse Rescue (5 day course)
- Sent 3 personnel through Confined Space Rescue Technician (5 day course)
- Sent 4 personnel through Rapid Intervention Crew Fire Fighter Safety and Survival (2 day course)
- Sent 3 personnel through CERT (Community Emergency Response Teams) Train the Trainer Course
- Assisted with CERT training courses provided to the community
- Conducted annual Swift Water Training @ Splash Kingdom
- Participated in Health Professionals Disaster Shooter Training Course at Loma Linda University
- Personnel attended Firehouse Conference (3 day),
- KronosWorks / TeleStaff scheduling software Conference (3 day)
- Assisted Montclair, Rancho Cucamonga, Colton and Loma Linda Fire Departments with promotional testing.

City of Redlands
2015-2016
Adopted Budget

**DEPARTMENT/DIVISION**
FIRE TRAINING

**FUND**
GENERAL FUND

**ORGKEY**
101255

| | 2013-14 ACTUAL (AUDITED) | 2014-15 ADJUSTED BUDGET | 2014-15 12 MONTH ESTIMATED | 2015-16 COUNCIL ADOPTED |
|---|---|---|---|---|
| **SALARIES AND BENEFITS** | | | | |
| 4010 Overtime Salaries | 9,377 | 15,000 | 18,079 | 20,000 |
| 4050 Pension Contributions | 1,440 | 0 | 0 | 0 |
| 4051 Fica/Medicare | 135 | 370 | 262 | 370 |
| 4055 Health/Dental Insurance | 404 | 0 | 0 | 0 |
| 4057 Disability Insurance | 93 | 106 | 159 | 120 |
| 4058 Unemployement Insurance | 2 | 140 | 0 | 140 |
| TOTAL SALARIES AND BENEFITS | 11,451 | 15,616 | 18,500 | 20,630 |
| **SERVICES** | | | | |
| 5103 Software Support and Maintenan | 0 | 5,500 | 5,203 | 6,500 |
| 5190 Other Professional Services | 11,096 | 4,882 | 264 | 10,000 |
| 5240 Meeting & Professional Devlpmt | 0 | 1,800 | 1,800 | 2,100 |
| 5255 Travel/Expense Reimbursement | 1,682 | 3,950 | 3,950 | 3,000 |
| 5270 Printing and Binding | 0 | 500 | 500 | 600 |
| 5800 Subscriptions & Memberships | 50 | 650 | 650 | 1,200 |
| 5840 Training | 7,364 | 11,634 | 11,634 | 22,410 |
| 5880 Special Contractual Services | 4,920 | 1,500 | 1,500 | 3,000 |
| TOTAL SERVICES | 25,112 | 30,416 | 25,501 | 48,810 |
| **SUPPLIES** | | | | |
| 6130 Books & Supplies | 715 | 1,600 | 1,600 | 2,000 |
| 6140 Office Supplies | 0 | 1,000 | 1,000 | 1,000 |
| 6190 Photo and Coping Supplies | 0 | 0 | 0 | 1,000 |
| 6510 Small Tools & Equipment | 165 | 1,250 | 1,250 | 2,000 |
| 6560 Food | 0 | 500 | 500 | 750 |
| 6590 Special Departmental Supplies | 0 | 5,000 | 5,000 | 3,200 |
| 6630 Audio-Visual Materials | 425 | 500 | 500 | 1,000 |
| TOTAL SUPPLIES | 1,305 | 9,850 | 9,850 | 10,950 |
| DIVISION TOTAL | 37,868 | 55,882 | 53,851 | 80,390 |

City of Redlands
2015-2016
Adopted Budget

**DEPARTMENT/DIVISION**
FIRE DEPARTMENT GRANTS

**FUND**
GENERAL FUND

**ORGKEY**
101256

| | 2013-14 ACTUAL (AUDITED) | 2014-15 ADJUSTED BUDGET | 2014-15 12 MONTH ESTIMATED | 2015-16 COUNCIL ADOPTED |
|---|---|---|---|---|
| **SERVICES** | | | | |
| 5180 Medical/Physicals | 0 | 4,720 | 4,720 | 0 |
| 5840 Training | 1,518 | 5,116 | 5,116 | 0 |
| 5880 Special Contractual Services | 0 | 28,571 | 28,571 | 0 |
| TOTAL SERVICES | 1,518 | 38,407 | 38,407 | 0 |
| **SUPPLIES** | | | | |
| 6375 Computer Components | 0 | 15,457 | 15,457 | 0 |
| 6590 Special Departmental Supplies | 0 | 40,282 | 40,282 | 0 |
| TOTAL SUPPLIES | 0 | 55,739 | 55,739 | 0 |
| **FIXED ASSETS** | | | | |
| 7100 Motor Vehicles | 0 | 20,000 | 20,000 | 0 |
| TOTAL FIXED ASSETS | 0 | 20,000 | 20,000 | 0 |
| DIVISION TOTAL | 1,518 | 114,146 | 114,146 | 0 |
| DEPARTMENT TOTAL | 10,424,041 | 10,517,680 | 10,931,388 | 11,581,628 |

# City of Redlands
# 2015-2016
# Adopted Budget

## Fire
## Emergency Medical Services Program

**Program Description:**

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

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

Operations Fire Captain / Paramedic Terry Welsh is currently managing the Emergency Medical Services program as an ancillary duty with limited overtime to complete administrative and regional committee participation..

**Program Objectives:**

- Promote the highest standards of rapid response, patient evaluation and emergency care possible.
- Provide on-going training, recertification and paramedic licensure oversight to ensure uninterrupted program delivery.
- Function as liaison for the City with County and State health care agencies.
- Provide strategic and tactical judgments regarding Citywide EMS resource coordination and delivery.
- Monitor and coordinate Safety Employee Blood-borne Pathogen/Exposure/Infection Control program. Operations Fire Captain Rob Sandberg serves as the Infection Control Officer as an Ancillary Duty.
- Continue to conduct, monitor, and evaluate emergency medical technician training and operations as set forth by policy, procedure, and mandated protocol.
- Provide staff recommendations with respect to EMS and related incident management functions.
- Coordinate City EMS functions with Department Medical Director.
- Evaluate, monitor, and coordinate the Fire Department Paramedic program.
- Complete T/B mask fitting for personnel per OSHA regulations.
- Continue to monitor and evaluate Citywide Automatic External Defibrillator Program.
- Administer, monitor and oversee Paramedic Quality Improvement Program.
- Coordinate specific medical training with local ambulance provider.
- Continue to provide advanced life support to the community in the most economical way feasible.
- Continue to provide input at the County level with regional changes effecting EMS.

Significant Program Changes:

- A part-time Quality Assurance/Improvement Nurse has conducted post incident quality assurance review and training for paramedic and emergency medical technician personnel. The QA/QI Nurse program has identified residents who are frequent users of our emergency medical services and now assists them in accessing resources specific to their needs and condition. This lowers the demand for emergency services and keeps resources available for more pressing emergencies.
- Implementation of electronic patient care record keeping system in coordination with Inland Counties Emergency Medical Agency is continuing. Through CONFIRE the Fire Department is now a party to an agreement with the Inland Counties Emergency Medical Agency and San Bernardino County Information Services Department that allows the more efficient centralization of response records.
- In-house paramedics have been certified to instruct both Advanced Cardiac Life Support and Pediatric Life Support to Paramedics, saving the City money.
- The Event Medic program has expanded to include Fireline Paramedics and EMTs who serve our community as well as other communities when called upon in time of disaster or fire.
- Updated / improved the city's infectious disease control plan to include specific procedures in the event of an outbreak in our city.

City of Redlands
2015-2016
Adopted Budget

**DEPARTMENT/DIVISION**
EMERGENCY MEDICAL SERVICES

**FUND**
EMERGENCY MEDICAL SERVICES FUND

**ORGKEY**
205254

| | 2013-14 ACTUAL (AUDITED) | 2014-15 ADJUSTED BUDGET | 2014-15 12 MONTH ESTIMATED | 2015-16 COUNCIL ADOPTED |
|---|---|---|---|---|
| **SALARIES AND BENEFITS** | | | | |
| 4000 Full Time Salaries | 1,561,114 | 1,620,345 | 1,537,407 | 1,653,549 |
| 4002 Labor Code Section 4850 | 42,154 | 0 | 90,000 | 0 |
| 4005 Salaries: Part Time | 16,939 | 32,000 | 32,000 | 48,000 |
| 4010 Overtime Salaries | 102,716 | 43,234 | 101,141 | 120,000 |
| 4011 Overtime Reimbursable | 65,396 | 0 | 45,257 | 60,000 |
| 4013 Constant Staffing OT | 368,918 | 400,000 | 550,000 | 550,000 |
| 4015 Banked Leave Buy Back | 14,585 | 22,743 | 22,743 | 23,251 |
| 4018 Holiday: FLSA | 30,046 | 80,149 | 23,600 | 81,791 |
| 4050 Pension Contributions | 809,464 | 901,410 | 861,344 | 1,021,924 |
| 4051 Fica/Medicare | 33,070 | 28,850 | 39,251 | 36,397 |
| 4053 Deferred Compensation | 450 | 450 | 450 | 450 |
| 4055 Health/Dental Insurance | 296,561 | 280,456 | 317,576 | 318,162 |
| 4056 Worker's Comp Insurance | 22,032 | 22,713 | 22,713 | 28,285 |
| 4057 Disability Insurance | 15,594 | 17,697 | 17,697 | 22,914 |
| 4058 Unemployment Insurance | 5,943 | 7,812 | 7,812 | 8,246 |
| 4059 Life Insurance | 1,143 | 1,134 | 1,134 | 1,134 |
| 4081 Eyecare Reimbursement | 1,457 | 4,050 | 4,050 | 4,050 |
| 4082 Clothing Allowance | 8,500 | 9,000 | 9,500 | 9,000 |
| 4085 Other Taxable Benefits | 4,700 | 1,560 | 1,560 | 1,560 |
| TOTAL SALARIES AND BENEFITS | 3,400,782 | 3,473,604 | 3,685,235 | 3,988,713 |
| **SERVICES** | | | | |
| 5103 Software Support & Maintenance | 4,988 | 0 | 0 | 7,038 |
| 5180 Medical/Physicals | 80 | 720 | 500 | 5,720 |
| 5190 Other Professional Services | 16,049 | 19,000 | 17,000 | 20,200 |
| 5240 Meeting & Professional Devlpmt | 790 | 4,910 | 4,910 | 5,160 |
| 5255 Travel Expense Reimbursement | 287 | 3,000 | 3,000 | 3,000 |
| 5270 Printing and Binding | 838 | 1,800 | 500 | 3,000 |
| 5360 Machinery & Equip Maint | 9,961 | 12,500 | 12,500 | 14,000 |
| 5392 License & Permits | 456 | 6,056 | 8,056 | 10,506 |
| 5395 Info Technology Services Charge | 9,011 | 4,377 | 4,377 | 8,700 |

City of Redlands
2015-2016
Adopted Budget

**DEPARTMENT/DIVISION**
EMERGENCY MEDICAL SERVICES

**FUND**
EMERGENCY MEDICAL SERVICES FUND

**ORGKEY**
205254

| | 2013-14 ACTUAL (AUDITED) | 2014-15 ADJUSTED BUDGET | 2014-15 12 MONTH ESTIMATED | 2015-16 COUNCIL ADOPTED |
|---|---|---|---|---|
| **SUPPLIES (CONT)** | | | | |
| 5580 Communications Svs & Rental | 178,814 | 190,929 | 190,929 | 181,486 |
| 5720 Taxes | 3,387 | 4,000 | 4,000 | 4,000 |
| 5722 Penalties and Interest | 176 | 0 | 176 | 200 |
| 5800 Subscriptions & Memberships | 1,960 | 2,600 | 1,850 | 690 |
| 5840 Training | 2,133 | 5,000 | 3,000 | 6,300 |
| 5870 General Govt Service Charge | 175,280 | 177,033 | 177,033 | 177,918 |
| 5880 Special Contractual Services | 0 | 6,000 | 3,000 | 9,000 |
| TOTAL SERVICES | 404,210 | 437,924 | 430,831 | 456,918 |
| **SUPPLIES** | | | | |
| 6130 Books & Supplies | 430 | 500 | 300 | 500 |
| 6140 Office Supplies | 1,764 | 1,000 | 1,000 | 1,000 |
| 6145 Awards & Recognition | 0 | 500 | 250 | 1,000 |
| 6160 Medical Supplies | 24,884 | 35,150 | 25,000 | 35,300 |
| 6180 Turnouts/Uniforms/Safety Clothin | 558 | 10,800 | 5,000 | 12,000 |
| 6210 Repair/Maintenance Supplies | 534 | 1,050 | 1,149 | 1,050 |
| 6310 Janitorial Supplies | 104 | 2,250 | 1,200 | 2,250 |
| 6410 Motor Vehicle Supplies | 65 | 500 | 500 | 500 |
| 6510 Small Tools & Equipment | 4,173 | 7,000 | 7,000 | 7,500 |
| 6590 Special Departmental Supplies | 57,806 | 10,000 | 5,000 | 10,000 |
| TOTAL SUPPLIES | 90,318 | 68,750 | 46,399 | 71,100 |
| **FIXED ASSETS** | | | | |
| 7100 Motor Vehicles | 0 | 7,038 | 7,038 | 0 |
| 7140 All Other Equipment | 13,066 | 0 | 0 | 0 |
| TOTAL FIXED ASSETS | 13,066 | 7,038 | 7,038 | 0 |

City of Redlands
2015-2016
Adopted Budget

**DEPARTMENT/DIVISION**
EMERGENCY MEDICAL SERVICES

**FUND**
EMERGENCY MEDICAL SERVICES FUND

**ORGKEY**
205254

| | 2013-14 ACTUAL (AUDITED) | 2014-15 ADJUSTED BUDGET | 2014-15 12 MONTH ESTIMATED | 2015-16 COUNCIL ADOPTED |
|---|---|---|---|---|
| **DEBT SERVICE** | | | | |
| 8100 Principal | 37,265 | 39,400 | 39,400 | 31,024 |
| 8200 Interest | 5,069 | 2,934 | 2,934 | 726 |
| TOTAL DEBT SERVICE | 42,334 | 42,334 | 42,334 | 31,750 |
| FUND TOTAL | 3,950,710 | 4,029,650 | 4,211,837 | 4,548,481 |

## Fire
## Household Hazardous Waste Program

### Program Description:

The Household Hazardous Waste Program provides for proper disposal of hazardous materials that might otherwise end up in landfills or wastewater treatment facilities, and provides personnel with the proper training and equipment to properly evaluate, accept, document, and recycle household hazardous waste. The Household Hazardous Waste Program exemplifies the City of Redlands environmentally friendly approach by collecting and recycling hazardous substances and electronic equipment. Operations Captain Dempsy Chappell is assigned to program oversight, coordination, personnel training and certification related issues. Approximately 3000 citizens use the facility annually.

### Program Objectives:

- Continue operation and maintenance of the Household Hazardous Collection site each Saturday, 9:30 a.m. to 12:30 p.m., for the citizens of Redlands.
- Continue the safe collection, categorization, lab packaging and storage of household hazardous waste collection for proper disposal.
- Provide training and equipment to operate an Emergency Hazardous Material Response Team.
- Continue to operate a safe Sharps Container Exchange Program for citizens that use needles and syringes for home medical care.
- Recertify all department personnel in State mandated annual refresher training for Hazardous Waste Operations (HAZWOPER).
- Continue to work with San Bernardino County Household Hazardous Waste and provide outreach and public education regarding proper disposal of Hazardous materials used in the home and provide incentives such as drain oil containers and fuel cans.
- Seek State and/or Federal grants to help fund programs.
- Site inventory control and monitoring.
- Coordinates inter-agency waste disposal programs.
- Maintains State and County mandated certification/program elements.

### Significant Program Changes:

- The Department is managing two Cal-Recycle grants received in support of Household Hazardous Waste recycling.
- Through one of the grants the Household Hazardous Waste program has deployed a trailer equipped to improve comfort and operations during hot summer months and a security camera system that has reduced incidents of illegal dumping at the Household Hazardous Waste collection site as well as improved security at the Redlands Corporate Yards.

### Accomplishments for Calendar Year 2014:

- The program collected and properly disposed of 188,000 pounds (94 Tons) of Household Hazardous and Electronic Waste including over 24,000 pounds of used motor oil and oil products.
- The Department successfully implemented two Cal-Recycle grants to support the program.
- Annual Recertification of all Fire Department Suppression Personnel at the HAZWOPER level and Initial training certification for two probationary employees.

City of Redlands
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**DEPARTMENT/DIVISION**
HOUSEHOLD HAZARDOUS WASTE

**FUND**
HOUSEHOLD HAZARDOUS WASTE FUND

**ORGKEY**
206250

| | 2013-14 ACTUAL (AUDITED) | 2014-15 ADJUSTED BUDGET | 2014-15 12 MONTH ESTIMATED | 2015-16 COUNCIL ADOPTED |
|---|---|---|---|---|
| **SALARIES AND BENEFITS** | | | | |
| 4005 Salaries: Part Time | 0 | 0 | 0 | 6,908 |
| 4010 Overtime Salaries | 673 | 8,000 | 2,000 | 8,000 |
| 4011 Overtime Reimbursable | 0 | 3,500 | 0 | 3,500 |
| 4050 Pension Contributions | 247 | 0 | 0 | 0 |
| 4051 Fica/Medicare | 10 | 0 | 0 | 528 |
| 4055 Health/Dental Insurance | 88 | 0 | 0 | 0 |
| 4057 Disability Insurance | 7 | 0 | 0 | 0 |
| 4058 Unemployement Insurance | 0 | 0 | 0 | 428 |
| TOTAL SALARIES AND BENEFITS | 1,025 | 11,500 | 2,000 | 19,364 |
| **SERVICES** | | | | |
| 5103 Software Support & Maintenance | 4,823 | 0 | 0 | 4,823 |
| 5180 Medical/Physicals | 0 | 2,250 | 1,250 | 3,250 |
| 5240 Meetings & Professional Dvlpmnt | 0 | 1,000 | 600 | 1,000 |
| 5255 Travel Expense Reimbursement | 0 | 0 | 50 | 0 |
| 5360 Machinery & Equip Maint | 0 | 500 | 400 | 500 |
| 5722 Penalties & Interest | 0 | 0 | 45 | 0 |
| 5800 Subscriptions & Memberships | 115 | 315 | 150 | 315 |
| 5840 Training | 4,969 | 5,000 | 4,500 | 5,000 |
| 5870 General Govt Service Charge | 5,213 | 5,281 | 5,281 | 5,307 |
| 5880 Special Contractual Services | 97,176 | 131,339 | 102,000 | 130,600 |
| TOTAL SERVICES | 112,296 | 145,685 | 114,276 | 150,795 |
| **SUPPLIES** | | | | |
| 6140 Office Supplies | 0 | 1,000 | 600 | 1,000 |
| 6350 Building Supplies | 0 | 1,000 | 1,395 | 1,000 |
| 6510 Small Tools & Equipment | 13,093 | 15,000 | 3,800 | 15,000 |
| 6590 Special Departmental Supplies | 0 | 5,500 | 4,000 | 5,500 |
| TOTAL SUPPLIES | 13,093 | 22,500 | 9,795 | 22,500 |

City of Redlands
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Adopted Budget

**DEPARTMENT/DIVISION**
HOUSEHOLD HAZARDOUS WASTE

**FUND**
HOUSEHOLD HAZARDOUS WASTE FUND

**ORGKEY**
206250

| | 2013-14 ACTUAL (AUDITED) | 2014-15 ADJUSTED BUDGET | 2014-15 12 MONTH ESTIMATED | 2015-16 COUNCIL ADOPTED |
|---|---|---|---|---|
| **FIXED ASSETS** | | | | |
| 7150 Other Betterments/Improvements | 34,851 | 2,156 | 2,979 | 0 |
| TOTAL FIXED ASSETS | 34,851 | 2,156 | 2,979 | 0 |
| FUND TOTAL | 161,265 | 181,841 | 129,050 | 192,659 |

CITY OF REDLANDS
INCORPORATED 1888

# City of Redlands
# 2015-2016
# Adopted Budget

## Quality of Life

### Mission Statement

The mission for the Quality of Life Department is to promote and develop policies and practices that minimize impacts to the environment, improve the response experience to citizen reports and complaints, provide quality service to City residents, and improve the quality of life for present and future generations.

### Departmental Performance Measures

**Unit Costs for All Divisions of the QOL Department** – The QOL staff is preparing cost center spreadsheets that quantify the unit cost of division tasks. For example, the unit cost of vehicles, pothole repairs, park maintenance, street light repair, landfill compaction, etc.

**Level of Service Based on Available Human Resources** – The QOL staff started the process of measuring the level of service provided to citizens, given available resources. For example, staff has quantified the amount of work in each division per task and staff hours available to complete the work. When compared, the spreadsheet indicates the amount of work not completed due to a lack of available staff hours.

**Project Work Order Response and Completion Time** – The QOL staff is implementing a process that measures the response and completion time for projects requested through all sources, including phone calls from residents, City Source, walk ins, Council Members, and the City Manager's Office. The current data entry scope for work orders does not provide sufficient information to quantify how long a project takes, or what resources are required. Staff has requested that DoIT revise the Work Order data entry scope to include detailed completion information that will provide vital information for future analysis and manpower distribution. The task refinement produces a one page summary of when the project was requested, the quantity of resources used to complete the project, and the date it was completed. In addition, staff is in the process of implementing procedures for improved resident communication and benchmarking the satisfaction levels for each call/request for service.

### Departmental Description:

The Quality of Life Department is comprised of the following divisions and functions:

- Building Maintenance Division (City facilities maintenance)
- City Citrus Groves/Citrus Preservation
- Code Enforcement Division (state and local laws/code compliance)
- Equipment Maintenance Division: (City fleet maintenance, Natural Gas fuel station, Corporate Yard maintenance)
- Hillside Memorial Park (management and operation of the City owned cemetery)
- Parks Division: (park maintenance, Landscape Maintenance Districts and Community Facility Districts)
- Redlands Municipal Airport
- Street Division: (sidewalk repair, curb and gutter repair, traffic signal maintenance, traffic sign maintenance, street light maintenance, street maintenance, roadway markings, street sweeping, storm drain maintenance, emergency tree trimming, weed abatement and a Lighting District)

- Solid Waste Division: (collection of residential and commercial green waste, refuse and recyclables, operation of the California Street Landfill and development and implementation of the City's recycling programs)

Sustainability Efforts:

- Conversion of the Solid Waste fleet to LNG/CNG alternative fuel
- Expansion of CNG/LNG fuel station and sales to outside users
- Expansion of City recycling programs
- Grant-funded upgrades of heating, ventilation and air conditioning equipment and controls, and outdoor lighting to reduce energy costs
- Efforts to move towards construction of a waste-to-energy facility
- Installation of solar-powered trash compactors in City parks
- Grant-funded planting of 2,000 citrus trees
- Fleet Replacement Program

City of Redlands
2015-2016
Adopted Budget

REVENUE DETAIL

| | 2013-14 ACTUAL (AUDITED) | 2014-15 ADJUSTED BUDGET | 2014-15 12 MONTH ESTIMATED | 2015-16 COUNCIL ADOPTED |
|---|---|---|---|---|
| **QUALITY OF LIFE - RECREATION** | | | | |
| 3325 Contract Classes | 115,083 | 165,000 | 115,000 | 120,000 |
| 3330 Concessions | 740 | 518 | 860 | 800 |
| 3331 Lighting Fees | 1,245 | 1,046 | 3,116 | 3,000 |
| 3344 T-Ball | 99 | 0 | 0 | 0 |
| 3512 Returned Check Charge | 156 | 78 | 222 | 150 |
| 3516 Sale of Surplus Property | 1,950 | 0 | 0 | 0 |
| 3520 Rental Income | 24,462 | 10,000 | 28,990 | 35,000 |
| 3531 Game Income | 3,142 | 2,500 | 2,500 | 2,500 |
| 3535 Program Income | 371 | 500 | 500 | 800 |
| 3590 Donations | 0 | 1,350 | 0 | 0 |
| TOTAL RECREATION | 147,248 | 180,992 | 151,188 | 162,250 |
| **QUALITY OF LIFE - SENIOR SERVICES** | | | | |
| 3325 Contract Classes | 9,000 | 8,886 | 7,000 | 9,000 |
| 3365 Tours/Excursions | 1,717 | 1,436 | 4,000 | 3,500 |
| 3520 Rental Income | 20,613 | 20,000 | 15,000 | 25,000 |
| 3535 Program Income | 8,669 | 9,382 | 5,000 | 5,000 |
| 3590 Donations | 0 | 2,006 | 0 | 0 |
| TOTAL SENIOR SERVICES | 39,999 | 41,710 | 31,000 | 42,500 |
| **QUALITY OF LIFE DEPARTMENT** | | | | |
| 3121 Sign Permit | 616 | 600 | 741 | 750 |
| 3131 Outdoor Dining Permits | 274 | 0 | 0 | 0 |
| 3132 Tree Permits | 7,794 | 8,000 | 2,190 | 8,000 |
| 3170 Code Enforcement/Admin Citation | 75,165 | 50,000 | 75,000 | 110,000 |
| 3305 Cost Recover/Reimb Expenditure | 9,959 | 0 | 54,752 | 50,000 |
| 3310 Litter Control Fees | 5,763 | 6,000 | 5,500 | 5,500 |
| 3311 Street Cleaning Fees | 333,643 | 335,000 | 335,000 | 335,000 |
| 3317 Abandoned Property Inspection | 3,772 | 4,000 | 3,500 | 3,500 |
| 3318 Rental Property Inspections | 51,390 | 60,000 | 90,000 | 150,000 |
| 3331 Lighting Fees | 9,312 | 10,092 | 11,188 | 11,000 |
| 3511 Finance Charges | 15,083 | 0 | 0 | 0 |
| 3515 Land Sale Proceeds | 129,887 | 0 | 0 | 0 |
| 3516 Sale of Surplus Property | 12,640 | 0 | 3,040 | 2,500 |

City of Redlands
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Adopted Budget

REVENUE DETAIL

| | 2013-14 ACTUAL (AUDITED) | 2014-15 ADJUSTED BUDGET | 2014-15 12 MONTH ESTIMATED | 2015-16 COUNCIL ADOPTED |
|---|---|---|---|---|
| **QUALITY OF LIFE DEPARTMENT (CONT)** | | | | |
| 3520 Rental Income | 24,934 | 23,000 | 15,000 | 24,000 |
| 3525 Waste Import Fees | 714,350 | 0 | 0 | 0 |
| 3530 Miscellaneous Receipts | 382,400 | 7,500 | 972,571 | 7,500 |
| 3590 Donations | 47,370 | 68,315 | 40,000 | 40,000 |
| 3640 Landfill Mitigation Fees | 187,756 | 135,000 | 240,000 | 245,000 |
| 3734 Contract Services | 98,675 | 56,939 | 42,501 | 55,000 |
| TOTAL QUALITY OF LIFE DEPARTMEN | 2,110,783 | 764,446 | 1,890,983 | 1,047,750 |
| **GAS TAX (207)** | | | | |
| 3025 Gas Tax Prop 111 2105 | 484,759 | 345,541 | 439,230 | 410,930 |
| 3026 Gas Tax 2107 | 518,564 | 424,577 | 599,660 | 561,817 |
| 3027 Gas Tax Engineering Rcpts | 7,500 | 7,500 | 7,500 | 7,500 |
| 3028 Gas Tax 2106 | 233,960 | 273,711 | 253,198 | 216,659 |
| 3029 Gas Tax 2103 | 993,001 | 751,895 | 745,232 | 325,794 |
| TOTAL GAS TAX | 2,237,784 | 1,803,224 | 2,044,820 | 1,522,700 |
| **STREET LIGHTING DIST #1 (260)** | | | | |
| 3650 Assessment District | 25,498 | 25,000 | 25,500 | 25,500 |
| TOTAL STREET LIGHTING DIST #1 | 25,498 | 25,000 | 25,500 | 25,500 |
| **COMM FAC DIST 2004-1 (261)** | | | | |
| 3510 Investment Income | 1,401 | 3,500 | 2,500 | 2,500 |
| 3650 Assessment District | 128,635 | 125,000 | 125,000 | 125,000 |
| TOTAL COMM FAC DIST | 130,036 | 128,500 | 127,500 | 127,500 |
| **LANDSCAPE MAINT DISTRICT (263)** | | | | |
| 3650 Assessment District | 26,923 | 30,000 | 30,000 | 30,000 |
| TOTAL LANDSCAPE MAINT DIST | 26,923 | 30,000 | 30,000 | 30,000 |
| **DISASTER RECOVERY (270)** | | | | |
| 3250 Federal Grants | 225,537 | 0 | 215,182 | 0 |
| TOTAL DISASTER RECOVERY | 225,537 | 0 | 215,182 | 0 |

City of Redlands
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Adopted Budget

REVENUE DETAIL

| | 2013-14 ACTUAL (AUDITED) | 2014-15 ADJUSTED BUDGET | 2014-15 12 MONTH ESTIMATED | 2015-16 COUNCIL ADOPTED |
|---|---|---|---|---|
| **SOLID WASTE (511)** | | | | |
| 3200 State Grants | 340 | 15,000 | 0 | 0 |
| 3305 Cost Recover/Reimb Expenditure | 111 | 0 | 0 | 0 |
| 3372 Special Hauls & Roll-Offs | 1,105,054 | 1,200,000 | 1,200,000 | 1,300,000 |
| 3373 Solid Waste Svrc Residential | 5,434,419 | 5,575,000 | 5,575,000 | 5,825,000 |
| 3374 Solid Waste Svrc Non-Resident | 4,779,445 | 4,870,000 | 4,870,000 | 5,090,000 |
| 3376 Recycled Material | 143,341 | 275,000 | 140,000 | 275,000 |
| 3510 Investment Income | 147,165 | 70,000 | 100,000 | 100,000 |
| 3512 Returned Check Charge | 78 | 40 | 0 | 40 |
| 3516 Sale of Surplus Property | 18,083 | 10,000 | 1,864 | 10,000 |
| 3525 Waste Import Fees | 161,399 | 0 | 0 | 0 |
| 3530 Miscellaneous Receipts | 2,861 | 0 | 0 | 0 |
| 3540 Other Grants | 180,000 | 0 | 180,000 | 0 |
| 3760 Bad Debt Recovery | 39 | 0 | 0 | 0 |
| TOTAL SOLID WASTE | 11,972,335 | 12,015,040 | 12,066,864 | 12,600,040 |
| **SOLID WASTE DEBT SERVICE (516)** | | | | |
| 3510 Investment Income | 196,199 | 15,000 | 25,000 | 15,000 |
| TOTAL SOLID WASTE DEBT SVC | 196,199 | 15,000 | 25,000 | 15,000 |
| **CALIF ST LANDFILL CLOSURE (517)** | | | | |
| 3510 Investment Income | 48,616 | 35,000 | 55,000 | 55,000 |
| TOTAL CALIF ST LANDFILL CLOSURE | 48,616 | 35,000 | 55,000 | 55,000 |
| **SOLID WASTE CAP IMPROVE (519)** | | | | |
| 3369 Cap Improv Chrg Non-Res | 321,142 | 125,000 | 616,245 | 125,000 |
| 3370 Cap Improv Chrg Resident | 269 | 10,000 | 3,700 | 2,000 |
| 3510 Investment Income | 22,046 | 15,000 | 20,000 | 20,000 |
| TOTAL SOLID WASTE CAP IMPROVE | 343,457 | 150,000 | 639,945 | 147,000 |
| **GROVES (538)** | | | | |
| 3510 Investment Income | (818) | 500 | 1,500 | 500 |
| 3530 Miscellaneous Receipts | 265,517 | 0 | 10,500 | 0 |
| 3550 Grove Receipts | 740,707 | 750,000 | 750,000 | 750,000 |
| TOTAL GROVES | 1,005,406 | 750,500 | 762,000 | 750,500 |

City of Redlands
2015-2016
Adopted Budget

REVENUE DETAIL

| | 2013-14 ACTUAL (AUDITED) | 2014-15 ADJUSTED BUDGET | 2014-15 12 MONTH ESTIMATED | 2015-16 COUNCIL ADOPTED |
|---|---|---|---|---|
| **CEMETERY (562)** | | | | |
| 3305 Cost Recover/Reimb Expenditure | 320 | 0 | 0 | 0 |
| 3360 Cemetery Internment | 173,493 | 130,000 | 130,000 | 212,922 |
| 3361 Cemetery Lots | 178,980 | 150,000 | 150,000 | 247,584 |
| 3362 Cemetery Crypts | 19,175 | 21,000 | 21,000 | 34,662 |
| 3510 Investment Income | 24,290 | 500 | 20,000 | 20,000 |
| 3511 Finance Charges | 0 | 2,000 | 0 | 0 |
| 3512 Returned Check Charge | 39 | 0 | 78 | 0 |
| 3516 Sale of Surplus Property | 6,825 | 0 | 0 | 0 |
| 3520 Rental Income | 27,000 | 20,700 | 20,700 | 20,700 |
| 3530 Miscellaneous Receipts | 38,685 | 35,000 | 37,000 | 25,000 |
| 3533 Misc Taxable Sales | 52,061 | 40,000 | 40,000 | 33,275 |
| 3590 Donations | 6 | 0 | 100 | 0 |
| TOTAL CEMETERY | 520,874 | 399,200 | 418,878 | 594,143 |
| **CEMETERY PRE-NEED (563)** | | | | |
| 3510 Investment Income | 5,130 | 3,500 | 5,000 | 5,000 |
| TOTAL CEMETERY PRE-NEED | 5,130 | 3,500 | 5,000 | 5,000 |
| **AVIATION OPERATING (564)** | | | | |
| 3001 Current Unsecured Taxes | 34,597 | 60,000 | 34,622 | 34,622 |
| 3200 State Grants | 20,000 | 0 | 0 | 0 |
| 3250 Federal Grants | 0 | 150,000 | 150,000 | 0 |
| 3510 Investment Income | 2,661 | 0 | 1,862 | 1,862 |
| 3511 Finance Charges | 4,230 | 3,000 | 3,000 | 3,000 |
| 3520 Rental Income | 257,660 | 300,000 | 257,660 | 257,660 |
| 3530 Miscellaneous Receipts | 1,641 | 1,500 | 1,711 | 1,500 |
| 3533 Misc Taxable Sales | 15 | 0 | 0 | 0 |
| 3545 Tie-Down Fees | 9,329 | 10,000 | 7,605 | 7,605 |
| 3546 Gate Access Fees | 7,375 | 10,000 | 7,500 | 9,099 |
| TOTAL AVIATION OPERATING | 337,508 | 534,500 | 463,959 | 315,348 |

City of Redlands
2015-2016
Adopted Budget

REVENUE DETAIL

| | 2013-14 ACTUAL (AUDITED) | 2014-15 ADJUSTED BUDGET | 2014-15 12 MONTH ESTIMATED | 2015-16 COUNCIL ADOPTED |
|---|---|---|---|---|
| **EQUIPMENT MAINTENANCE (607)** | | | | |
| 3305 Cost Recover/Reimb Expenditure | 244,717 | 240,000 | 235,000 | 235,000 |
| 3393 Internal Svc Rcpts: General Fund | 1,426,730 | 1,041,847 | 1,041,847 | 898,694 |
| 3394 Internal Svc Rcpts: Non-Gen Fund | 2,441,250 | 2,307,898 | 2,599,867 | 2,361,054 |
| 3398 LCNG Outside Fuel Sales | 241,271 | 250,000 | 225,000 | 250,000 |
| 3510 Investment income | (2,722) | 0 | (1,149) | 0 |
| 3516 Sale of Surplus Property | 4,398 | 0 | 0 | 500 |
| 3530 Miscellaneous Receipts | 2,182 | 0 | 1 | 500 |
| TOTAL EQUIP MAINTENANCE | 4,357,826 | 3,839,745 | 4,100,566 | 3,745,748 |
| **CEMETERY ENDOWMENT (702)** | | | | |
| 3364 Cemetery Endowment | 65,760 | 60,000 | 60,000 | 60,000 |
| TOTAL CEMETERY ENDOWMENT | 65,760 | 60,000 | 60,000 | 60,000 |

# City of Redlands
# 2015-2016
# Adopted Budget

## Quality of Life
## Recreation Administration

**Program Description:**

The City of Redlands Recreation Division is a customer driven service that is responsive to the needs of the public. Recreation programs promote wellness and human development through leisure pursuits.

The Recreation division offers programs that enrich the quality of life for Redlands residents by focusing on the following:

- Community Support and Partnerships
- Nutrition, and Healthy Eating
- Active Living
- Promote healthy attitudes toward fitness

Along with providing programs and activities that stimulate and strengthen lives, the Division also facilitates the operation of a community center, and the rental of a number of indoor and outdoor recreation sites, including four lighted softball fields, and three lighted mini soccer fields.

Division staff also manage a wide range of special events that occur in Redlands and are responsible for providing the community with a wide variety of recreation programs.

**Program Objectives:**

The program objectives of the City of Redlands Recreation Division describe both why our Recreation Division exists and the benefits it can foster in the community, those objectives are to:

- Strengthen community image and sense of place
- Support recreation and leisure services offered throughout the community
- Strengthen safety and security
- Promote health and wellness
- Foster human development
- Increase cultural unity
- Facilitate community problem solving
- Provide recreational experiences

**Significant Program Changes:**

The Recreation Division has partnered with the University of Redlands for the purpose of operating the Jasper's Corner Homework Club. The program provides youth from the community with free college tutors to help with homework for children grades K - 12. The University of Redlands provides students to deliver and operate homework assistance offered through this program. These services have added to and enhanced the offerings to the citizens of Redlands at the Community Center at no cost to the City.

The Southern California Tennis Association (SCTA) has entered into an agreement with the Recreation Division to use the Redlands Community Center's tennis courts for the purpose of conducting tennis lessons to low-income families through the National Junior Tennis League (NJTL). Introductory Tennis lessons are now offered for youth for as low as $10.00 for eight (8) lessons.

In an effort to encourage healthy lifestyles for Redlands youth, the City of Redlands Recreation Division has launched a free Nutritional Dinner program for children. The program provides free meals for kids during the hours of 3:30-7:30 pm and already has become an important source of nutritious food for children and youth who frequent the Community Center. Offering free, nutritious meals also provides an incentive for children to participate in the programs offered at the Redlands Community Center, which means that children are not only well-fed, but in a safe environment engaged in recreational activities. Currently Project One Hundred and Eighty Degrees is providing the meals. An average of 50 meals have been served per day.

Accomplishments for Fiscal Year 2014-2015:

- The Recreation Division has partnered with the Redlands Animal Shelter and the Redlands Friends of Shelter Animals (REDFOSA) to hold several Pet Adoption Days at the Redlands Community Center. Visitors can view the animals that are up for adoption and can get information on adopting at the animal shelter. These events are free and open to the public, and have increase traffic through the facility along with increase the number of adoptions made through REDFOSA.
- The division has created a new program dedicated to provide teens the opportunity to volunteer! Teenagers (13-17) are currently helping out at the Community Center earning community service hours! Youth volunteers can now volunteer for various opportunities, including special events, equipment rentals, score keeping, creating new programs, and general assistance. Orientation meetings are held every 2nd and 4th Fridays of each month from 4:30 p.m. to 5:30 p.m. at the Redlands Community Center.
- During the summer of 2014 the City of Redlands Recreation Division launched a free Multi-Sport and Nutritional summer program for children. The program provided free summer meals for kids and became an important source of nutritious food for children and youth who participated in the program. The Multi-Sport and Nutritional summer program provided a total of 4,800 free meals to youth. The meals were provided through the Center for Educational Leadership which operates the Inland Child and Adult Nutritional (ICAN) Live Healthy Program. The program allowed the City of Redlands to provide free meals to all children in attendance at the Community Center at no cost to the City. The meals provided through ICAN act as a magnet to draw children to participate in the Multi-Sport program offered through Sportball. Sportball is an amazing program that teaches children the fundamentals for a variety of sports at all skill levels, taught by a team of patient and knowledgeable coaches the program begins with stretches and exercise designed specifically for young and growing adults. These activities teach children the concepts and skills associated with various sports. A variety of creative, high-energy games are offered to develop agility, balance, coordination and stamina as well as important social and cooperation skills. The City of Redlands Recreation Division also partnered with the Boys and Girls Club of Redlands, this partnership has allowed both the City and Boys and Girls Club to expand the level of services available to youth this summer. It is through these collaborative efforts with ICAN, Sportball, and the Boys and Girls Club that the City of Redlands can help encourage resident youth to play and exercise, and make lifestyle choices that foster healthy living.

City of Redlands
2015-2016
Adopted Budget

**DEPARTMENT/DIVISION**
RECREATION

**FUND**
GENERAL FUND

**ORGKEY**
101230

| | 2013-14 ACTUAL (AUDITED) | 2014-15 ADJUSTED BUDGET | 2014-15 12 MONTH ESTIMATED | 2015-16 COUNCIL ADOPTED |
|---|---|---|---|---|
| **SALARIES AND BENEFITS** | | | | |
| 4000 Full Time Salaries | 16,032 | 47,180 | 44,710 | 45,605 |
| 4005 Salaries: Part Time | 85,971 | 88,367 | 64,361 | 95,360 |
| 4010 Overtime Salaries | 695 | 1,000 | 500 | 5,000 |
| 4015 Banked Leave Buy Back | 0 | 0 | 0 | 1,022 |
| 4050 Pension Contributions | 2,704 | 8,634 | 7,752 | 8,642 |
| 4051 Fica/Medicare | 7,896 | 10,385 | 8,671 | 9,675 |
| 4055 Health/Dental Insurance | 3,799 | 7,690 | 7,744 | 7,690 |
| 4056 Worker's Comp Insurance | 10,014 | 8,260 | 8,260 | 10,285 |
| 4057 Disability Insurance | 180 | 487 | 399 | 466 |
| 4058 Unemployment Insurance | 4,124 | 3,906 | 3,512 | 4,340 |
| 4059 Life Insurance | 25 | 63 | 63 | 63 |
| 4081 Eyecare Reimbursement | 225 | 225 | 225 | 225 |
| 4084 Clothing Cash Payment | 200 | 200 | 200 | 200 |
| 4085 Other taxable Benefits | 2,188 | 0 | 0 | 0 |
| TOTAL SALARIES AND BENEFITS | 134,053 | 176,397 | 146,397 | 188,573 |
| **SERVICES** | | | | |
| 5034 Collection Agent/Bank Fees | 7,051 | 6,500 | 6,518 | 6,550 |
| 5140 Legal Services | 0 | 0 | 8,500 | 0 |
| 5180 Medical/Physicals | 80 | 0 | 0 | 0 |
| 5190 Other Professional Services | 29,867 | 15,000 | 15,000 | 15,000 |
| 5270 Printing & Binding | 0 | 0 | 21 | 0 |
| 5275 Postage | 99 | 100 | 170 | 200 |
| 5303 Telephone | 16,465 | 16,400 | 16,400 | 16,400 |
| 5310 Electricity & Gas | 16,583 | 14,900 | 15,957 | 16,000 |
| 5350 Building Grounds & Maint | 4,021 | 10,000 | 10,000 | 5,000 |
| 5360 Machinery & Equip Maint | 85 | 0 | 0 | 0 |
| 5395 Info Technology Services Charge | 42,058 | 42,058 | 42,058 | 58,605 |
| 5396 City Garage Charges | 9,770 | 4,993 | 4,993 | 4,443 |
| 5570 Office Equip & Furn Rent | 3,303 | 3,400 | 4,909 | 4,900 |
| 5760 Special Program Expenditures | 2,391 | 11,350 | 11,350 | 12,000 |

City of Redlands
2015-2016
Adopted Budget

**DEPARTMENT/DIVISION**
RECREATION

**FUND**
GENERAL FUND

**ORGKEY**
101230

| | 2013-14 ACTUAL (AUDITED) | 2014-15 ADJUSTED BUDGET | 2014-15 12 MONTH ESTIMATED | 2015-16 COUNCIL ADOPTED |
|---|---|---|---|---|
| **SERVICES (CONT)** | | | | |
| 5800 Subscriptions & Memberships | 0 | 0 | 0 | 350 |
| 5840 Training | 0 | 0 | 0 | 1,400 |
| 5880 Special Contractual Services | 89,162 | 115,300 | 110,000 | 107,700 |
| 5950 Bad Debt Expense | 158 | 0 | 454 | 0 |
| TOTAL SERVICES | 221,093 | 240,001 | 246,330 | 248,548 |
| **SUPPLIES** | | | | |
| 6140 Office Supplies | 933 | 500 | 500 | 700 |
| 6160 Medical Supplies | 0 | 0 | 0 | 100 |
| 6210 Repair/Maintenance Supplies | 10,531 | 10,700 | 10,000 | 10,700 |
| 6310 Janitorial Supplies | 0 | 500 | 250 | 250 |
| 6500 Office Equipment & Furniture | 519 | 0 | 0 | 0 |
| 6590 Special Departmental Supplies | 1,613 | 3,000 | 3,000 | 3,000 |
| TOTAL SUPPLIES | 13,596 | 14,700 | 13,750 | 14,750 |
| DIVISION TOTAL | 368,742 | 431,098 | 406,477 | 451,871 |

# City of Redlands
# 2015-2016
# Proposed Budget

## Quality of Life
## Redlands Senior Services Division

**Program Description:**

The focus of the Redlands Senior Services Division is to enable individuals to continue being an integral part of their community, while keeping their dignity and sense of well-being. The division operates the Redlands Community and Joslyn Senior Centers which are open to seniors Monday through Friday for a variety of educational and leisure activities. Programs and staff are dedicated to enhancing the quality of life for senior residents of Redlands. The centers feature classrooms, reading lounges, multi-purpose rooms, and kitchen facilities. The Senior Information and Referral Services Office are located in the Community Center, offering assistance to seniors seeking housing, medical, and financial information. Numerous programs are offered, including the Meals on Wheels program and the Family Service Association Nutrition Program, ensuring the availability of hot meals to seniors for a reasonable price.

**Program Objectives:**

- Provide a clean, safe, healthy, and active environment for adults seeking interaction with others
- Maintain staff liaison support to the Senior Activities Advisory Board
- Provide programs and activities to stimulate and strengthen senior lives, including health and fitness, education and instruction, referral and support, and social activities and events
- Continue to provide senior transportation through the Senior Transportation Program, which provides transportation services to seniors and disabled citizens
- Promote healthy attitudes toward fitness

**Significant Program Changes:**

Senior health is the primary focus of a new pilot program created to address the importance of exercise and nutrition.

The Healthy Initiatives Program – or H.I.P. – was planned and organized by the city's Senior Services Division and targeted citizens 55 or older looking to get their health back on track.

Weekly workshops, monthly cooking classes with area chef Lee Burton and health screenings were available free of charge to area seniors at both the Redlands Community Senior Center, 111 W. Lugonia Ave., and Joslyn Senior Center, 21 Grant St.

Over 75 senior citizens participated in Burton's monthly cooking class, which focused on farm-to-table nutrition using ingredients that can be found in one's own backyard of Redlands.

Burton's classes were combined with a nutrition course that focuses on how to read labels, what to eat and what not to eat, and other health-related topics. Each participant was provided with a bag of goodies used in Burton's classes to take home and use in their own home.

Additional classes, discussions and exercise classes were also offered throughout the program on various days and were made possible through a sponsorship from organizations such as PrimeCare of Redlands and Humana.

Accomplishments for Fiscal Year 2014-2015

- Nutritional education is an integral component of the Recreation Division. Along with the hands-on, fun-filled and interactive health & wellness programs and workshops mentioned previously, community gardens is another way in which we can encourage residents to eat healthier, by growing and eating your own produce. The City of Redlands operates three separate Community Gardens within the City with a total of 84 plots. This program has been a huge success, with all three Community Gardens filled to capacity. The Community Gardens are open to residents of the City of Redlands. Plots are used to grow vegetables, herbs, and flowers. The City provides the water, but gardeners provide their own hoses. The gardens are open during daylight hours. The garden is open from dawn to dusk 7 days a week.
- The Division has entered into an agreement with AARP to utilize the City's Joslyn and Community Senior Centers, for the purpose of providing tax assistance and driver safety classes to senior citizens. The programs have currently served over 600 senior citizens during the past fiscal year.
- The Senior Transportation Program continued to serve the seniors in the Redlands community. The program operates with three part time drivers who keep very busy transporting seniors to the medical and dental appointments. They also continued to assist the passengers with picking up their prescriptions at local pharmacies. The Senior Transportation program transported 2,421 passengers during the year and provided 5,114 trips.
- Volunteer enrollment has increased at the senior center. Volunteers play a vital part in the success of the senior activities. Volunteers help serve on committees, serve and clean up the daily lunch program, teach classes, count daily lunch money, work the senior front desk as a greeter and the list goes on and on.

City of Redlands
2015-2016
Adopted Budget

**DEPARTMENT/DIVISION**
SENIOR SERVICES

**FUND**
GENERAL FUND

**ORGKEY**
101232

| | 2013-14 ACTUAL (AUDITED) | 2014-15 ADJUSTED BUDGET | 2014-15 12 MONTH ESTIMATED | 2015-16 COUNCIL ADOPTED |
|---|---|---|---|---|
| **SALARIES AND BENEFITS** | | | | |
| 4000 Full Time Salaries | 91,493 | 100,950 | 104,026 | 111,331 |
| 4005 Salaries: Part Time | 77,095 | 90,720 | 91,393 | 82,656 |
| 4010 Overtime Salaries | 1,000 | 1,000 | 1,000 | 1,000 |
| 4015 Banked Leave Buy Back | 1,222 | 2,216 | 1,337 | 2,481 |
| 4050 Pension Contributions | 18,250 | 19,795 | 18,586 | 21,096 |
| 4051 Fica/Medicare | 13,510 | 15,750 | 14,887 | 15,138 |
| 4055 Health/Dental Insurance | 18,234 | 17,718 | 23,560 | 26,414 |
| 4056 Worker's Comp Insurance | 8,394 | 7,227 | 7,227 | 9,000 |
| 4057 Disability Insurance | 941 | 1,108 | 958 | 1,036 |
| 4058 Unemployment Insurance | 4,001 | 3,906 | 3,784 | 3,906 |
| 4059 Life Insurance | 120 | 126 | 125 | 126 |
| 4081 Eyecare Reimbursement | 225 | 450 | 225 | 450 |
| 4084 Clothing Cash Payment | 200 | 400 | 400 | 400 |
| 4085 Other Taxable Benefits | 3,775 | 4,200 | 1,475 | 0 |
| TOTAL SALARIES AND BENEFITS | 238,460 | 265,566 | 268,983 | 275,034 |
| **SERVICES** | | | | |
| 5180 Medical/Physicals | 120 | 250 | 210 | 210 |
| 5190 Other Professional Services | 75 | 0 | 0 | 0 |
| 5270 Printing and Binding | 62 | 0 | 0 | 0 |
| 5275 Postage | 284 | 500 | 300 | 500 |
| 5280 Advertising | 250 | 100 | 100 | 100 |
| 5303 Telephone | 2,548 | 1,500 | 1,200 | 1,200 |
| 5360 Machinery & Equip Maint | 0 | 1,000 | 800 | 1,000 |
| 5395 Info Technology Services Charge | 14,159 | 13,444 | 13,444 | 18,734 |
| 5396 City Garage Charges | 25,651 | 13,548 | 13,548 | 12,056 |
| 5570 Office Equip & Furn Rent | 4,784 | 4,800 | 4,624 | 4,800 |
| 5722 Penalties and Interest | 8 | 0 | 0 | 0 |
| 5760 Special Program Expenditures | 8,116 | 1,000 | 1,000 | 1,000 |
| 5800 Subscriptions & Memberships | 0 | 400 | 400 | 400 |

City of Redlands
2015-2016
Adopted Budget

**DEPARTMENT/DIVISION**
SENIOR SERVICES

**FUND**
GENERAL FUND

**ORGKEY**
101232

| | 2013-14 ACTUAL (AUDITED) | 2014-15 ADJUSTED BUDGET | 2014-15 12 MONTH ESTIMATED | 2015-16 COUNCIL ADOPTED |
|---|---|---|---|---|
| **SERVICES (CONT)** | | | | |
| 5880 Special Contractual Services | 20,861 | 24,006 | 15,000 | 11,000 |
| TOTAL SERVICES | 76,918 | 60,548 | 50,626 | 51,000 |
| **SUPPLIES** | | | | |
| 6140 Office Supplies | 528 | 1,533 | 1,532 | 1,800 |
| 6210 Repair & Maintenance Supplies | 0 | 0 | 63 | 200 |
| 6310 Janitorial Supplies | 489 | 600 | 400 | 300 |
| 6350 Building Supplies | 0 | 100 | 100 | 100 |
| 6500 Office Equipment & Furniture | 65 | 500 | 0 | 500 |
| 6510 Small Tools & Equipment | 0 | 500 | 250 | 500 |
| 6560 Food | 20,985 | 21,467 | 21,467 | 21,000 |
| 6590 Special Departmental Supplies | 1,071 | 8,000 | 6,000 | 8,000 |
| TOTAL SUPPLIES | 23,138 | 32,700 | 29,812 | 32,400 |
| DIVISION TOTAL | 338,516 | 358,814 | 349,421 | 358,434 |
| DEPARTMENT SUBTOTAL | 707,258 | 789,912 | 755,898 | 810,305 |

City of Redlands
2015-2016
Adopted Budget

**DEPARTMENT/DIVISION**
QUALITY OF LIFE ADMINISTRATION

**FUND**
GENERAL FUND

**ORGKEY**
101300

| | 2013-14 ACTUAL (AUDITED) | 2014-15 ADJUSTED BUDGET | 2014-15 12 MONTH ESTIMATED | 2015-16 COUNCIL ADOPTED |
|---|---|---|---|---|
| **SALARIES AND BENEFITS** | | | | |
| 4000 Full Time Salaries | 84,088 | 127,500 | 111,236 | 118,886 |
| 4005 Salaries: Part Time | 7,097 | 19,000 | 19,617 | 19,452 |
| 4010 Overtime Salaries | 479 | 2,000 | 2,000 | 2,000 |
| 4015 Banked Leave Buy Back | 8,430 | 852 | 6,523 | 2,562 |
| 4050 Pension Contributions | 17,356 | 23,440 | 19,401 | 22,538 |
| 4051 Fica/Medicare | 7,651 | 11,383 | 11,383 | 10,768 |
| 4053 Deferred Compensation | 565 | 1,319 | 4,368 | 721 |
| 4055 Health/Dental Insurance | 18,066 | 15,804 | 27,081 | 16,805 |
| 4056 Worker's Comp Insurance | 18,587 | 12,010 | 12,010 | 14,956 |
| 4057 Disability Insurance | 495 | 167 | 1,050 | 175 |
| 4058 Unemployment Insurance | 1,662 | 803 | 1,700 | 1,727 |
| 4059 Life Insurance | 114 | 115 | 154 | 161 |
| 4080 Vehicle Allowance | 3 | 0 | 20 | 20 |
| 4081 Eyecare Reimbursement | 445 | 189 | 500 | 439 |
| 4082 Clothing Allowance | 0 | 0 | 151 | 126 |
| 4084 Clothing Cash Payment | 196 | 70 | 70 | 70 |
| 4085 Other Taxable Benefits | 1,840 | 1,733 | 392 | 145 |
| TOTAL SALARIES AND BENEFITS | 167,074 | 216,385 | 217,656 | 211,550 |
| **SERVICES** | | | | |
| 5140 Legal Services | 0 | 0 | 4,000 | 3,000 |
| 5190 Other Professional Services | 9,815 | 5,630 | 24,200 | 5,630 |
| 5240 Meeting & Professional | 809 | 2,000 | 1,777 | 2,000 |
| 5255 Travel Expense | 1,397 | 0 | 1,842 | 0 |
| 5270 Printing and Binding | 3,455 | 3,000 | 8,000 | 3,000 |
| 5275 Postage | 2,684 | 1,500 | 4,500 | 1,500 |
| 5280 Advertising | 630 | 200 | 0 | 200 |
| 5303 Telephone | 7,932 | 7,600 | 7,600 | 7,600 |
| 5350 Building/Grounds Maintenance | 3,016 | 0 | 0 | 0 |
| 5395 Info Technology Services | 8,582 | 8,582 | 8,582 | 11,959 |
| 5396 City Garage Charges | 6,539 | 6,173 | 6,173 | 5,493 |

City of Redlands
2015-2016
Adopted Budget

**DEPARTMENT/DIVISION**
QUALITY OF LIFE ADMINISTRATION

**FUND**
GENERAL FUND

**ORGKEY**
101300

| | 2013-14 ACTUAL (AUDITED) | 2014-15 ADJUSTED BUDGET | 2014-15 12 MONTH ESTIMATED | 2015-16 COUNCIL ADOPTED |
|---|---|---|---|---|
| **SERVICES (CONT)** | | | | |
| 5570 Office Equip & Furn Rent | 8,888 | 9,500 | 13,477 | 9,500 |
| 5800 Subscriptions & Memberships | 150 | 150 | 4,250 | 150 |
| 5840 Training | 0 | 0 | 2,103 | 0 |
| 5880 Special Contractual Services | 0 | 0 | 129 | 0 |
| 5950 Bad Debt Expense | 35 | 0 | 0 | 0 |
| TOTAL SERVICES | 53,932 | 44,335 | 86,632 | 50,032 |
| **SUPPLIES** | | | | |
| 6140 Office Supplies | 6,451 | 5,000 | 4,500 | 0 |
| 6210 Repair/Maintenance Supplies | 5,582 | 0 | 0 | 0 |
| 6310 Janitorial Supplies | 18,195 | 30,000 | 14,000 | 18,500 |
| 6500 Office Equipment | 2,643 | 7,600 | 2,927 | 7,500 |
| 6560 Food | 162 | 0 | 1,000 | 0 |
| TOTAL SUPPLIES | 33,033 | 42,600 | 22,427 | 26,000 |
| **FIXED ASSETS** | | | | |
| 7140 All Other Equipment | 0 | 120,000 | 120,000 | 0 |
| 7150 Other Betterments/Improvement | 13,900 | 0 | 0 | 0 |
| TOTAL FIXED ASSETS | 13,900 | 120,000 | 120,000 | 0 |
| DIVISION TOTAL | 267,939 | 423,320 | 446,715 | 287,582 |

## Quality of Life
## Building Maintenance Division

Program Description:

The Building Maintenance Division performs routine maintenance of City-owned facilities. The Building Maintenance crew consists of two full-time positions. This crew provides maintenance services to all city facilities including the Civic Center, A.K. Smiley Library, City fire stations, Safety Hall, the Police Annex, Joslyn Senior Center, the Community/Senior Center, and the Corporate Yard Hillside Memorial Park. In addition, two parking structures are maintained by this Division. Employees complete a wide range of building maintenance functions including carpentry, plumbing, electrical, HVAC, painting and general cleaning services. This crew is also utilized for special projects including office construction and remodeling.

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

Program Objectives:

- Provide quality service when responding to calls from various departments regarding maintenance and repair of City-owned facilities
- Reduce response time for maintenance/service calls

Accomplishments for Fiscal Year 2014-2015:

- Opened 257 work orders and closed 230 work orders during the fiscal year
- Replace Chiller at Smiley Library through a grant with SCE
- Replaced 36 Air condition units with energy efficient unit through a grant with SCE at various facilities.
- Change out parking lot lighting with energy efficient (LEDS) Civic Center

City of Redlands
2015-2016
Adopted Budget

**DEPARTMENT/DIVISION**
BUILDING MAINTENANCE

**FUND**
GENERAL FUND

**ORGKEY**
101301

| | 2013-14 ACTUAL (AUDITED) | 2014-15 ADJUSTED BUDGET | 2014-15 12 MONTH ESTIMATED | 2015-16 COUNCIL ADOPTED |
|---|---|---|---|---|
| **SALARIES AND BENEFITS** | | | | |
| 4000 Full Time Salaries | 96,284 | 100,646 | 101,214 | 108,847 |
| 4010 Overtime Salaries | 7,487 | 5,000 | 9,000 | 10,000 |
| 4015 Banked Leave Buy Back | 0 | 1,008 | 0 | 1,128 |
| 4050 Pension Contributions | 19,211 | 18,421 | 18,003 | 20,627 |
| 4051 Fica/Medicare | 7,991 | 7,925 | 8,687 | 9,500 |
| 4055 Health/Dental Insurance | 16,809 | 17,127 | 17,337 | 17,686 |
| 4056 Worker's Comp Insurance | 1,378 | 9,645 | 9,645 | 12,011 |
| 4057 Disability Insurance | 1,006 | 1,035 | 1,018 | 1,118 |
| 4058 Unemployment Insurance | 944 | 868 | 764 | 868 |
| 4059 Life Insurance | 124 | 126 | 126 | 126 |
| 4081 Eyecare Reimbursement | 109 | 225 | 225 | 450 |
| 4082 Clothing Allowance | 275 | 300 | 300 | 0 |
| 4083 Uniform Rental | 1,061 | 2,000 | 1,929 | 2,000 |
| 4085 Other Taxable Benefits | 461 | 4,200 | 3,068 | 4,200 |
| TOTAL SALARIES AND BENEFITS | 153,140 | 168,526 | 171,316 | 188,561 |
| **SERVICES** | | | | |
| 5190 Other Professional Services | 5,350 | 4,500 | 5,254 | 5,000 |
| 5275 Postage | 30 | 0 | 0 | 0 |
| 5280 Advertising | 1,014 | 0 | 874 | 1,000 |
| 5300 Water, Sewer, Disposal | 21,500 | 20,000 | 19,260 | 20,000 |
| 5303 Telephone | 12,857 | 13,000 | 12,033 | 13,000 |
| 5310 Electricity & Gas | 638,164 | 586,639 | 614,882 | 620,000 |
| 5313 Heating/AC Service Contract | 73,552 | 116,860 | 116,000 | 86,000 |
| 5320 Janitorial Services | 115,037 | 120,000 | 119,100 | 120,000 |
| 5350 Building/Grounds Maintenance | 128,519 | 96,000 | 96,000 | 110,000 |
| 5360 Machinery & Equip Maint | 14,839 | 17,000 | 15,000 | 17,000 |
| 5395 Info Technology Services Charge | 3,301 | 3,301 | 3,301 | 4,600 |
| 5396 City Garage Charges | 6,241 | 3,741 | 3,741 | 3,329 |
| 5800 Subscriptions & Memberships | 0 | 0 | 60 | 100 |
| 5880 Special Contractual Services | 65,133 | 90,000 | 114,331 | 90,000 |
| TOTAL SERVICES | 1,085,537 | 1,071,041 | 1,119,836 | 1,090,029 |

City of Redlands
2015-2016
Adopted Budget

**DEPARTMENT/DIVISION**
BUILDING MAINTENANCE

**FUND**
GENERAL FUND

**ORGKEY**
101301

| | 2013-14 ACTUAL (AUDITED) | 2014-15 ADJUSTED BUDGET | 2014-15 12 MONTH ESTIMATED | 2015-16 COUNCIL ADOPTED |
|---|---|---|---|---|
| **SUPPLIES** | | | | |
| 6140 Office Supples | 0 | 300 | 797 | 800 |
| 6180 Turnouts/Uniforms/Sfty Clothing | 149 | 50 | 191 | 190 |
| 6210 Repair/Maintenance Supplies | 11,733 | 38,500 | 35,000 | 38,500 |
| 6310 Janitorial Supplies | 716 | 400 | 271 | 400 |
| 6350 Building Supplies | 12,037 | 15,000 | 15,000 | 15,000 |
| 6510 Small Tools & Equipment | 1,031 | 1,300 | 1,300 | 1,300 |
| 6590 Special Departmental Supplies | 1,448 | 2,000 | 5,000 | 5,000 |
| TOTAL SUPPLIES | 27,114 | 57,550 | 57,559 | 61,190 |
| **FIXED ASSETS** | | | | |
| 7150 Other Betterments/Improvements | 48,537 | 113,000 | 113,000 | 40,000 |
| TOTAL FIXED ASSETS | 48,537 | 113,000 | 113,000 | 40,000 |
| DIVISION TOTAL | 1,314,328 | 1,410,117 | 1,461,711 | 1,379,780 |

# City of Redlands
# 2015-2016
# Adopted Budget

## Quality of Life
## Parks Division

Program Description:

The Parks Division is responsible for the maintenance and upkeep of approximately 253.4 acres consisting of 16 established parks, parking lots, 10.2 acres of median strips and traffic islands throughout the City. The Parks Division provides for maintenance on a seven day per week basis year round, with a staff of 15 full-time employees. This Division also includes several community facilities districts and landscape maintenance districts within it's purview. The Parks and medians are also home to over 5,250 trees, which are also included within the tree care program.

Program Objectives:

- Provide clean, safe, and attractive open space and parkland areas
- Maintain irrigation systems and facility plumbing systems in all areas of responsibility
- Maintain playgrounds and other facilities in a safe, clean manner
- Maintain historic downtown Redlands
- Maintain City medians
- Mitigate any tree related emergencies within the City parks system.
- Mitigate any tree related emergencies within the City's easement areas, throughout the city.
- Perform weekly palm frond abatement throughout the City.
- Oversee, coordinate and assist with various park volunteer efforts and other programs.
- Work cooperatively with various sports groups and special interest organizations.

Accomplishments for Fiscal Year 2014-2015:

- Rehabilitation of 6 Parks Restrooms
- Rehabilitation of 10 Park Parking lots
- Replaced fencing around Texonia Park with new chain link
- Installed new trash enclosure at Prospect Park
- Installed 30 new trash/Recycle enclosure on State Street
- Construction and installation of 18 planter bulb outs on State Street
- Construction and installation of 2 planter bulb outs on Orange Street
- Replaced slides in Sylvan and Ford Park playgrounds
- Replaced all wooden tables and benches in Dog Park with Concrete tables and benches
- Purchase of composite wood slats to replace wood slats on existing trash receptacles, improving aesthetics and life span.
- Purchase of new playground equipment for Community, Sylvan and Brookside Parks

City of Redlands
2015-2016
Adopted Budget

**DEPARTMENT/DIVISION**
PARKS

**FUND**
GENERAL FUND

**ORGKEY**
101303

| | 2013-14 ACTUAL (AUDITED) | 2014-15 ADJUSTED BUDGET | 2014-15 12 MONTH ESTIMATED | 2015-16 COUNCIL ADOPTED |
|---|---|---|---|---|
| **SALARIES AND BENEFITS** | | | | |
| 4000 Full Time Salaries | 585,372 | 610,239 | 594,472 | 644,240 |
| 4005 Salaries: Part Time | 21,299 | 29,870 | 23,164 | 30,760 |
| 4010 Overtime Salaries | 43,683 | 34,000 | 30,923 | 24,000 |
| 4012 Stand By | 5,302 | 9,000 | 6,147 | 9,000 |
| 4015 Banked Leave Buy Back | 8,268 | 14,084 | 10,265 | 7,927 |
| 4050 Pension Contributions | 126,091 | 111,647 | 107,036 | 122,084 |
| 4051 Fica/Medicare | 51,304 | 51,257 | 51,913 | 55,564 |
| 4053 Deferred Compensation | 869 | 0 | 0 | 0 |
| 4055 Health/Dental Insurance | 215,606 | 203,038 | 210,977 | 199,163 |
| 4056 Worker's Comp Insurance | 68,951 | 36,964 | 36,964 | 46,032 |
| 4057 Disability Insurance | 6,254 | 6,402 | 5,837 | 6,260 |
| 4058 Unemployment Insurance | 6,302 | 7,378 | 6,519 | 6,510 |
| 4059 Life Insurance | 869 | 945 | 907 | 945 |
| 4081 Eyecare Reimbursement | 744 | 3,375 | 1,704 | 2,700 |
| 4082 Clothing Allowance | 3,903 | 2,525 | 1,950 | 2,000 |
| 4083 Uniform Rental | 0 | 15,400 | 5,556 | 10,000 |
| 4085 Other Taxable Benefits | 3,828 | 4,200 | 6,090 | 8,400 |
| TOTAL SALARIES AND BENEFITS | 1,148,645 | 1,140,324 | 1,100,424 | 1,175,585 |
| **SERVICES** | | | | |
| 5180 Medical/Physicals | 40 | 0 | 0 | 0 |
| 5190 Other Professional Services | 10,730 | 0 | 5,000 | 0 |
| 5255 Travel Expense Reimbursement | 0 | 0 | 215 | 0 |
| 5270 Printing & Binding | 0 | 0 | 85 | 100 |
| 5275 Postage | 0 | 500 | 100 | 100 |
| 5280 Advertising | 0 | 0 | 1,200 | 800 |
| 5300 Water, Sewer, Disposal | 8,443 | 10,000 | 9,964 | 10,000 |
| 5303 Telephone | 2,129 | 3,000 | 2,500 | 2,500 |
| 5310 Electricity & Gas | 55,610 | 51,000 | 54,105 | 55,000 |
| 5320 Janitorial Services | 1,148 | 2,800 | 540 | 2,000 |
| 5350 Building/Grounds Maintenance | 12,014 | 5,000 | 5,000 | 13,000 |

City of Redlands
2015-2016
Adopted Budget

**DEPARTMENT/DIVISION**
PARKS

**FUND**
GENERAL FUND

**ORGKEY**
101303

| | 2013-14 ACTUAL (AUDITED) | 2014-15 ADJUSTED BUDGET | 2014-15 12 MONTH ESTIMATED | 2015-16 COUNCIL ADOPTED |
|---|---|---|---|---|
| **SERVICES (CONTD)** | | | | |
| 5360 Machinery & Equipment Maint | 2,359 | 2,000 | 1,000 | 2,000 |
| 5395 Info Technology Services Charge | 20,021 | 21,000 | 21,000 | 27,898 |
| 5396 City Garage Charges | 95,812 | 85,000 | 85,000 | 79,191 |
| 5722 Penalties and Interest | 3 | 0 | 0 | 0 |
| 5800 Subscriptions & Memberships | 0 | 0 | 15 | 0 |
| 5840 Training | 198 | 3,000 | 2,500 | 3,000 |
| 5880 Special Contractual Services | 83,233 | 110,945 | 108,669 | 88,000 |
| 5890 Landfill Tipping Charges | 6,643 | 5,000 | 3,247 | 5,000 |
| 5950 Bad Debt Expense | 0 | 0 | 0 | 0 |
| TOTAL SERVICES | 298,383 | 299,245 | 300,140 | 288,589 |
| **SUPPLIES** | | | | |
| 6140 Office Supplies | 1,055 | 300 | 897 | 600 |
| 6160 Medical Supplies | 0 | 400 | 100 | 300 |
| 6180 Turnouts/Uniforms/Sfty Clothing | 3,276 | 3,500 | 1,632 | 3,000 |
| 6210 Repair/Maintenance Supplies | 67,904 | 75,300 | 75,000 | 65,300 |
| 6310 Janitorial Supplies | 16,304 | 20,700 | 24,100 | 17,000 |
| 6350 Building Supplies | 4,425 | 4,000 | 4,000 | 4,000 |
| 6510 Small Tools & Equipment | 5,030 | 6,000 | 6,000 | 6,000 |
| 6560 Food | 0 | 0 | 163 | 0 |
| 6590 Special Departmental Supplies | 6,215 | 7,500 | 3,000 | 4,500 |
| TOTAL SUPPLIES | 104,209 | 117,700 | 114,892 | 100,700 |
| **FIXED ASSETS** | | | | |
| 7100 Motor Vehicles | 48,860 | 0 | 0 | 0 |
| 7150 Other Betterments/Improvements | 294,030 | 1,003,335 | 1,003,335 | 0 |
| TOTAL FIXED ASSETS | 342,890 | 1,003,335 | 1,003,335 | 0 |
| DIVISION TOTAL | 1,894,127 | 2,560,604 | 2,518,791 | 1,564,874 |

# City of Redlands
# 2015-2016
# Adopted Budget

## Quality of Life
## Streets & Electrical Division

**Program Description:**

The Street Division provides for the general maintenance and repair of 314 miles of streets and 45 miles of storm drains within the City. Crews respond to approximately 1,000 annual calls for routine street maintenance services.

The Division also provides routine street cleaning and sweeping services on public roadways within the City of Redlands. This includes mechanical sweeping, debris removal, storm cleanup, and other related services. Streets are swept on a bi-monthly basis. A total of 510 curb-miles are swept during each sweeping rotation equating to a total of 1,020 curb-miles swept per month.

The Division is also charged with providing for the maintenance and repair of 68 City-owned traffic signals and approximately 5,000 City owned street lights.

**Program Objectives:**

- Patch and repair to asphalt surfaces including pot holes, utility trenches, and cracks
- Repair and ramping of sidewalks damaged by tree roots
- General maintenance and repair to the storm drain system including clearing of vegetation, repairs to open and rock channels, debris removal, cleaning of blockages, and general inspections
- Operation of a weed abatement program to include shoulder grading and mowing, spraying and removal to comply with Fire Department's abatement requirements
- Provide support to public safety departments for barricades, signs and manpower in response to emergencies
- Install, replace, repair and maintain all traffic signage within the public right-of-way
- Install, replace and maintain all roadway markings and striping including painted curbs, street legends, crosswalks, centerline and lane-line stripes, and parking lot lines.
- The Division's Field Service Coordinator is responsible for oversight of the City's contracted street sweeping services

**Significant Program Changes:**

- Began a comprehensive street sign inventory program which includes recording the GPS location, type and retroreflectivity of all city signs

**Accomplishments for Fiscal Year 2014-2015:**

- Maintained over 300 miles of streets, including potholing, skin patching using 320 tons of asphalt in 646 locations
- Swept 5949 curb miles through out city on a weekly basis
- Removed and replaced approximately 1084 linear feet of sidewalk and 270 linear feet of curb and gutter at 22 locations
- Completed approximately 2757 underground service alert tickets
- Serviced and/or repaired 535 street lights with a 79% completion rate within 48 hours
- Replaced approximately 7,000 feet of stolen wire in various locations throughout the City

- Responded to approximately 40 traffic signal complaints
- Performed 265 traffic signal inspections
- Completed annual cleaning of all storm drain inlets and channels
- Replaced or serviced over 530 street signs
- Performed storm cleanup of City wide after two major rain events
- Relocated electric and set poles for 22 State Street bulbouts/planters
- Installed a key switch system for State Street outlets

City of Redlands
2015-2016
Adopted Budget

**DEPARTMENT/DIVISION**
ELECTRICAL

**FUND**
GENERAL FUND

**ORGKEY**
101302

| | 2013-14 ACTUAL (AUDITED) | 2014-15 ADJUSTED BUDGET | 2014-15 12 MONTH ESTIMATED | 2015-16 COUNCIL ADOPTED |
|---|---|---|---|---|
| **SALARIES AND BENEFITS** | | | | |
| 4000 Full Time Salaries | 106,595 | 106,933 | 107,669 | 110,141 |
| 4010 Overtime Salaries | 4,507 | 5,000 | 5,033 | 5,500 |
| 4012 Stand By | 3,698 | 4,500 | 3,525 | 4,000 |
| 4015 Banked Leave Buy Back | 5,142 | 5,500 | 4,040 | 2,468 |
| 4050 Pension Contributions | 23,559 | 19,575 | 19,693 | 20,872 |
| 4051 Fica/Medicare | 9,039 | 8,538 | 8,930 | 9,341 |
| 4055 Health/Dental Insurance | 32,529 | 27,156 | 27,156 | 27,018 |
| 4056 Worker's Comp Insurance | 1,199 | 2,065 | 2,066 | 2,571 |
| 4057 Disability Insurance | 1,163 | 1,200 | 1,090 | 1,100 |
| 4058 Unemployment Insurance | 689 | 868 | 657 | 868 |
| 4059 Life Insurance | 126 | 126 | 126 | 126 |
| 4081 Eyecare Reimbursement | 450 | 450 | 450 | 450 |
| 4082 Clothing Allowance | 550 | 300 | 300 | 300 |
| 4083 Uniform Rental | 0 | 2,200 | 1,251 | 2,000 |
| TOTAL SALARIES AND BENEFITS | 189,246 | 184,411 | 181,986 | 186,754 |
| **SERVICES** | | | | |
| 5240 Meeting & Professional Devlpmt | 0 | 1,000 | 0 | 1,000 |
| 5255 Travel Expense Reimbursement | 641 | 0 | 0 | 0 |
| 5275 Postage | 0 | 55 | 0 | 55 |
| 5303 Telephone | 2,535 | 2,100 | 2,410 | 2,100 |
| 5315 Elec Svc: State Traffic Signals | 34,961 | 25,000 | 25,000 | 25,000 |
| 5316 Elec Svc: City Traffic Signals | 40,349 | 25,000 | 30,000 | 25,000 |
| 5330 Elec Svc: State Street Lighting | 12,202 | 15,000 | 17,534 | 15,000 |
| 5331 Elec Svc: SCE Street Lighting | 104,134 | 128,165 | 128,165 | 110,000 |
| 5360 Machinery & Equip Maint | 15,870 | 15,000 | 29,760 | 15,000 |
| 5370 City Street Lighting Power | 214,633 | 280,000 | 223,056 | 220,000 |
| 5395 Info Technology Services Charge | 6,754 | 6,750 | 6,754 | 9,411 |
| 5396 City Garage Charges | 19,685 | 18,000 | 19,685 | 16,016 |
| 5510 Land and Building Rent | 5,907 | 6,000 | 6,000 | 6,000 |
| 5590 Other Rentals | 0 | 1,000 | 4,000 | 1,000 |

City of Redlands
2015-2016
Adopted Budget

**DEPARTMENT/DIVISION**
ELECTRICAL

**FUND**
GENERAL FUND

**ORGKEY**
101302

| | 2013-14 ACTUAL (AUDITED) | 2014-15 ADJUSTED BUDGET | 2014-15 12 MONTH ESTIMATED | 2015-16 COUNCIL ADOPTED |
|---|---|---|---|---|
| **SERVICES (CONT)** | | | | |
| 5800 Subscriptions & Memberships | 60 | 60 | 60 | 60 |
| 5880 Special Contractual Services | 10,480 | 6,000 | 26,500 | 10,000 |
| TOTAL SERVICES | 468,211 | 529,130 | 518,924 | 455,642 |
| **SUPPLIES** | | | | |
| 6140 Office Supplies | 212 | 500 | 0 | 500 |
| 6160 Medical Supplies | 0 | 100 | 0 | 100 |
| 6180 Turnouts/Uniforms/Sfty Clothing | 847 | 600 | 1,272 | 600 |
| 6210 Repair/Maintenance Supplies | 128,571 | 130,000 | 130,000 | 110,000 |
| 6310 Janitorial Supplies | 45 | 200 | 267 | 200 |
| 6350 Building Supplies | 0 | 850 | 0 | 850 |
| 6510 Small Tools & Equipment | 211 | 1,000 | 750 | 1,000 |
| 6590 Special Departmental Supplies | 2,751 | 3,500 | 4,000 | 3,500 |
| TOTAL SUPPLIES | 132,637 | 136,750 | 136,289 | 116,750 |
| **FIXED ASSETS** | | | | |
| 7150 Other Betterments/Improvements | 24,469 | 0 | 155,064 | 150,000 |
| TOTAL FIXED ASSETS | 24,469 | 0 | 155,064 | 150,000 |
| DIVISION TOTAL | 814,563 | 850,291 | 992,264 | 909,146 |

City of Redlands
2015-2016
Adopted Budget

**DEPARTMENT/DIVISION**
STREETS

**FUND**
GENERAL FUND

**ORGKEY**
101304

| | 2013-14 ACTUAL (AUDITED) | 2014-15 ADJUSTED BUDGET | 2014-15 12 MONTH ESTIMATED | 2015-16 COUNCIL ADOPTED |
|---|---|---|---|---|
| **SALARIES AND BENEFITS** | | | | |
| 4000 Full Time Salaries | 426,024 | 465,547 | 439,990 | 549,599 |
| 4010 Overtime Salaries | 16,687 | 15,000 | 17,995 | 25,380 |
| 4012 Stand By | 9,102 | 10,000 | 9,233 | 10,000 |
| 4015 Banked Leave Buy Back | 9,691 | 8,553 | 6,199 | 12,481 |
| 4050 Pension Contributions | 92,297 | 85,198 | 79,671 | 104,131 |
| 4051 Fica/Medicare | 35,205 | 37,068 | 36,167 | 46,403 |
| 4055 Health/Dental Insurance | 128,076 | 111,703 | 131,725 | 135,173 |
| 4056 Worker's Comp Insurance | 18,347 | 12,471 | 12,471 | 15,530 |
| 4057 Disability Insurance | 4,486 | 4,846 | 4,201 | 5,321 |
| 4058 Unemployment Insurance | 3,610 | 4,340 | 3,830 | 5,425 |
| 4059 Life Insurance | 598 | 630 | 614 | 725 |
| 4081 Eyecare Reimbursement | 675 | 2,250 | 750 | 2,588 |
| 4082 Clothing Allowance | 2,475 | 1,500 | 1,500 | 1,500 |
| 4083 Uniform Rental | 0 | 11,000 | 5,000 | 5,000 |
| 4084 Clothing Cash Payment | 40 | 0 | 0 | 0 |
| 4085 Other Taxable Benefits | (16) | 0 | 4,231 | 4,200 |
| TOTAL SALARIES AND BENEFITS | 747,297 | 770,106 | 753,577 | 923,456 |
| **SERVICES** | | | | |
| 5180 Medical/Physicals | 240 | 550 | 345 | 550 |
| 5240 Meeting & Professional Devlpmt | 126 | 500 | 0 | 500 |
| 5275 Postage | 0 | 50 | 0 | 50 |
| 5280 Advertising | 324 | 350 | 500 | 350 |
| 5303 Telephone | 3,511 | 2,500 | 2,856 | 2,500 |
| 5395 Info Technology Services Charge | 16,816 | 17,000 | 17,000 | 23,433 |
| 5396 City Garage Charges | 161,143 | 125,000 | 125,000 | 107,665 |
| 5590 Other Rentals | 4,775 | 10,000 | 555 | 10,000 |
| 5840 Training | 0 | 1,200 | 0 | 1,200 |
| 5880 Special Contractual Services | 328,521 | 318,000 | 318,000 | 318,000 |
| 5890 Landfill Tipping Charges | 2,836 | 3,000 | 1,299 | 3,000 |

City of Redlands
2015-2016
Adopted Budget

**DEPARTMENT/DIVISION**
STREETS

**FUND**
GENERAL FUND

**ORGKEY**
101304

| | 2013-14 ACTUAL (AUDITED) | 2014-15 ADJUSTED BUDGET | 2014-15 12 MONTH ESTIMATED | 2015-16 COUNCIL ADOPTED |
|---|---|---|---|---|
| **SERVICES (CONT)** | | | | |
| 5950 Bad Debt Expense | 2,840 | 2,300 | 321 | 2,300 |
| TOTAL SERVICES | 521,132 | 480,450 | 465,876 | 469,548 |
| **SUPPLIES** | | | | |
| 6140 Office Supplies | 361 | 700 | 939 | 700 |
| 6160 Medical Supplies | 0 | 400 | 0 | 400 |
| 6180 Turnouts/Uniforms/Sfty Clothing | 8,461 | 4,500 | 7,392 | 7,500 |
| 6210 Repair/Maintenance Supplies | 91,953 | 74,000 | 90,000 | 80,000 |
| 6310 Janitorial Supplies | 1,697 | 1,500 | 500 | 1,500 |
| 6375 Computer Components | 0 | 500 | 0 | 500 |
| 6510 Small Tools & Equipment | 3,219 | 5,000 | 5,000 | 5,000 |
| 6560 Food | 50 | 75 | 163 | 75 |
| 6590 Special Departmental Supplies | 19,532 | 1,500 | 5,505 | 10,000 |
| TOTAL SUPPLIES | 125,273 | 88,175 | 109,499 | 105,675 |
| **FIXED ASSETS** | | | | |
| 7100 Motor Vehicles | 74,724 | 0 | 35,000 | 0 |
| 7140 All Other Equipment | 0 | 0 | 65,000 | 0 |
| 7240 Storm Drain Construction | 1,628 | 9,781 | 35,000 | 0 |
| TOTAL FIXED ASSETS | 76,352 | 9,781 | 135,000 | 0 |
| DIVISION TOTAL | 1,470,054 | 1,348,512 | 1,463,953 | 1,498,679 |

City of Redlands
2015-2016
Adopted Budget

**DEPARTMENT/DIVISION**
TREES

**FUND**
GENERAL FUND

**ORGKEY**
101305

| | 2013-14 ACTUAL (AUDITED) | 2014-15 ADJUSTED BUDGET | 2014-15 12 MONTH ESTIMATED | 2015-16 COUNCIL ADOPTED |
|---|---|---|---|---|
| **SERVICES** | | | | |
| 5880 Special Contractual Services | 249,776 | 210,000 | 238,000 | 210,200 |
| TOTAL SERVICES | 249,776 | 210,000 | 238,000 | 210,200 |
| DIVISION TOTAL | 249,776 | 210,000 | 238,000 | 210,200 |

# City of Redlands
# 2015-2016
# Adopted Budget

## Quality of Life
## Code Enforcement

**Program Description:**

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

**Program Objectives:**

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

**Accomplishments for Fiscal Year 2014-2015:**

- Opened 660 cases
- Closed 217 cases during the fiscal year.
- Inspected 3,300 rental units.
- $65,488.79 revenue earned during the fiscal year.

City of Redlands
2015-2016
Adopted Budget

**DEPARTMENT/DIVISION**
CODE ENFORCEMENT

**FUND**
GENERAL FUND

**ORGKEY**
101306

| | 2013-14 ACTUAL (AUDITED) | 2014-15 ADJUSTED BUDGET | 2014-15 12 MONTH ESTIMATED | 2015-16 COUNCIL ADOPTED |
|---|---|---|---|---|
| **SALARIES AND BENEFITS** | | | | |
| 4000 Full Time Salaries | 121,295 | 102,278 | 101,968 | 106,167 |
| 4010 Overtime Salaries | 856 | 2,000 | 619 | 2,000 |
| 4015 Banked Leave Buy Back | 9,918 | 0 | 0 | 1,272 |
| 4050 Pension Contributions | 25,580 | 18,720 | 18,623 | 20,119 |
| 4051 Fica/Medicare | 10,128 | 8,149 | 7,936 | 8,724 |
| 4055 Health/Dental Insurance | 22,251 | 28,204 | 19,465 | 19,488 |
| 4056 Worker's Comp Insurance | 2,398 | 3,098 | 3,098 | 3,857 |
| 4057 Disability Insurance | 1,293 | 1,066 | 929 | 1,027 |
| 4058 Unemployment Insurance | 1,570 | 881 | 760 | 868 |
| 4059 Life Insurance | 158 | 701 | 126 | 128 |
| 4081 Eyecare Reimbursement | 278 | 457 | 450 | 450 |
| 4082 Clothing Allowance | 0 | 0 | 150 | 0 |
| 4083 Uniform Rental | 0 | 2,000 | 0 | 0 |
| 4084 Clothing Cash Payment | 600 | 306 | 400 | 400 |
| 4085 Other Taxable Benefits | 3,950 | 0 | 4,231 | 4,200 |
| TOTAL SALARIES AND BENEFITS | 200,275 | 167,860 | 158,755 | 168,700 |
| **SERVICES** | | | | |
| 5140 Legal Services | 0 | 200 | 400 | 200 |
| 5190 Other Professional Services | 1,320 | 0 | 2,240 | 1,200 |
| 5270 Printing and Binding | 189 | 200 | 200 | 500 |
| 5275 Postage | 0 | 3,000 | 2,200 | 3,000 |
| 5303 Telephone | (255) | 0 | 750 | 750 |
| 5396 City Garage Charges | 6,270 | 5,773 | 5,773 | 5,137 |
| 5880 Special Contractual Services | 0 | 0 | 0 | 11,000 |
| 5950 Bad Debt Expense | 2,343 | 0 | 0 | 0 |
| TOTAL SERVICES | 9,867 | 9,173 | 11,563 | 21,787 |
| **SUPPLIES** | | | | |
| 6140 Office Supplies | 1,159 | 1,000 | 750 | 1,000 |

City of Redlands
2015-2016
Adopted Budget

**DEPARTMENT/DIVISION**
CODE ENFORCEMENT

**FUND**
GENERAL FUND

**ORGKEY**
101306

| | 2013-14 ACTUAL (AUDITED) | 2014-15 ADJUSTED BUDGET | 2014-15 12 MONTH ESTIMATED | 2015-16 COUNCIL ADOPTED |
|---|---|---|---|---|
| **SUPPLIES (CONTD)** | | | | |
| 6210 Repair/Maintenance Supplies | 64 | 0 | 0 | 0 |
| 6590 Special Departmental Supplies | 117 | 14,700 | 14,526 | 700 |
| TOTAL SUPPLIES | 1,340 | 15,700 | 15,276 | 1,700 |
| DIVISION TOTAL | 211,482 | 192,733 | 185,594 | 192,187 |
| DEPARTMENT SUBTOTAL | 6,222,269 | 6,995,577 | 7,307,027 | 6,042,448 |
| DEPARTMENT TOTAL | 6,929,527 | 7,785,489 | 8,062,925 | 6,852,753 |

# City of Redlands
# 2015-2016
# Adopted Budget

## Landscaping and Street Lighting Districts

### Program Description:

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

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

The revenues collected through the assessments in both districts have not been adequate to cover the cost of providing these services, as such; general fund revenues have been used to subsidize the cost of providing these services. The district should adequately fund the cost of providing the district services. In consideration of the economic downturn and lack of general fund revenues to subsidize these services, the services being provided will be curtailed to a level commensurate with the revenues generated by the annual assessments. The Engineer's Report for both Districts will be prepared by the City Engineer. Additionally, Landscape Maintenance District reductions will include reduced irrigation period, reductions to the frequency of the landscape maintenance activities, and only minor repair work. For the Street Light Maintenance, no maintenance will be provided. Furthermore, staff review and inspections and general City administrative overhead will not be included in the cost of service for these Districts.

### Program Objectives:

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

### Significant Program Changes:

Reduction in service levels to be commensurate with the revenue collected by assessments. Staff is closely monitoring irrigation and maintenance costs associated with Landscaping Maintenance District operations. Staff created water budgets for each landscape area, in accordance with AB1881 and the University of California maximum water allowance calculation to properly manage District irrigation practices to lower irrigation expenses and maximize landscape maintenance services.

City of Redlands
2015-2016
Adopted Budget

**DEPARTMENT/DIVISION**
STREET LIGHTING DISTRICT #1

**FUND**
STREET LIGHTING DISTRICT #1 FUND

**ORGKEY**
260300

| | 2013-14 ACTUAL (AUDITED) | 2014-15 ADJUSTED BUDGET | 2014-15 12 MONTH ESTIMATED | 2015-16 COUNCIL ADOPTED |
|---|---|---|---|---|
| **SALARIES AND BENEFITS** | | | | |
| 4000 Full Time Salaries | 2,270 | 2,800 | 3,317 | 3,763 |
| 4010 Overtime Salaries | 3 | 0 | 2 | 0 |
| 4015 Banked Leave Buy Back | 79 | 28 | 107 | 85 |
| 4050 Pension Contributions | 508 | 525 | 598 | 711 |
| 4051 Fica/Medicare | 180 | 217 | 262 | 294 |
| 4053 Deferred Compensation | 17 | 0 | 34 | 43 |
| 4055 Health/Dental Insurance | 432 | 590 | 605 | 844 |
| 4057 Disability Insurance | 0 | 28 | 6 | 0 |
| 4058 Unemployment Insurance | 15 | 22 | 13 | 21 |
| 4059 Life Insurance | 2 | 3 | 3 | 4 |
| 4081 Eyecare Reimbursement | 8 | 11 | 11 | 11 |
| 4084 Clothing Cash Payment | 0 | 12 | 0 | 0 |
| 4085 Other Taxable Benefits | 6 | 0 | 3 | 8 |
| TOTAL SALARIES AND BENEFITS | 3,520 | 4,236 | 4,961 | 5,784 |
| **SERVICES** | | | | |
| 5190 Other Professional Services | 0 | 7,725 | 2,000 | 7,000 |
| 5370 City Street Lighting Power | 20,900 | 12,000 | 17,000 | 12,000 |
| 5870 General Govt Service Charge | 1,039 | 1,039 | 1,039 | 1,058 |
| TOTAL SERVICES | 21,939 | 20,764 | 20,039 | 20,058 |
| FUND TOTAL | 25,459 | 25,000 | 25,000 | 25,842 |

City of Redlands
2015-2016
Adopted Budget

**DEPARTMENT/DIVISION**
COMMUNITY FACILITIES DIST 2004-1

**FUND**
CFD 2004-1 ASSESSMENTS FUND

**ORGKEY**
261300

| | 2013-14 ACTUAL (AUDITED) | 2014-15 ADJUSTED BUDGET | 2014-15 12 MONTH ESTIMATED | 2015-16 COUNCIL ADOPTED |
|---|---|---|---|---|
| **SALARIES AND BENEFITS** | | | | |
| 4000 Full Time Salaries | 8,318 | 4,108 | 3,305 | 12,000 |
| 4010 Overtime Salaries | 75 | 0 | 6 | 0 |
| 4015 Banked Leave Buy Back | 244 | 28 | 107 | 269 |
| 4050 Pension Contributions | 1,865 | 743 | 606 | 2,274 |
| 4051 Fica/Medicare | 659 | 324 | 265 | 941 |
| 4053 Deferred Compensation | 43 | 0 | 34 | 146 |
| 4055 Health/Dental Insurance | 1,869 | 750 | 614 | 2,974 |
| 4057 Disability Insurance | 22 | 43 | 6 | 0 |
| 4058 Unemployment Insurance | 39 | 35 | 13 | 73 |
| 4059 Life Insurance | 8 | 5 | 3 | 11 |
| 4081 Eyecare Reimbursement | 17 | 19 | 9 | 38 |
| 4084 Clothing Cash Payment | 0 | 19 | 0 | 0 |
| 4085 Other Taxable Benefits | 17 | 84 | 8 | 26 |
| TOTAL SALARIES AND BENEFITS | 13,176 | 6,158 | 4,976 | 18,752 |
| **SERVICES** | | | | |
| 5140 Legal Services | 8,367 | 8,000 | 3,000 | 8,000 |
| 5190 Other Professional Services | 2,500 | 12,500 | 6,000 | 12,500 |
| 5280 Advertising | 973 | 0 | 1,100 | 0 |
| 5300 Water, Sewer, Disposal | 12,892 | 16,000 | 13,000 | 16,000 |
| 5310 Electricity & Gas | 1,477 | 1,500 | 1,500 | 1,500 |
| 5800 Subscriptions & Memberships | 2 | 0 | 0 | 0 |
| 5870 General Govt Service Charge | 6,117 | 6,197 | 6,197 | 6,228 |
| 5880 Special Contractual Services | 57,306 | 50,000 | 50,000 | 60,000 |
| TOTAL SERVICES | 89,634 | 94,197 | 80,797 | 104,228 |
| **SUPPLIES** | | | | |
| 6210 Repair/Maintenance Supplies | 0 | 5,000 | 5,000 | 5,000 |
| TOTAL SUPPLIES | 0 | 5,000 | 5,000 | 5,000 |
| FUND TOTAL | 102,810 | 105,355 | 90,773 | 127,980 |

City of Redlands
2015-2016
Adopted Budget

**DEPARTMENT/DIVISION**
LANDSCAPE MAINTENANCE DISTRICT

**FUND**
LANDSCAPE MAINTENANCE DISTRICT FUND

**ORGKEY**
263300

| | 2013-14 ACTUAL (AUDITED) | 2014-15 ADJUSTED BUDGET | 2014-15 12 MONTH ESTIMATED | 2015-16 COUNCIL ADOPTED |
|---|---|---|---|---|
| **SALARIES AND BENEFITS** | | | | |
| 4000 Full Time Salaries | 2,855 | 3,544 | 3,282 | 3,065 |
| 4010 Overtime Salaries | 5 | 0 | 4 | 0 |
| 4015 Banked Leave Buy Back | 101 | 78 | 107 | 69 |
| 4050 Pension Contributions | 638 | 766 | 601 | 580 |
| 4051 Fica/Medicare | 227 | 290 | 263 | 241 |
| 4053 Deferred Compensation | 26 | 26 | 34 | 35 |
| 4055 Health/Dental Insurance | 609 | 625 | 608 | 665 |
| 4057 Disability Insurance | 0 | 3 | 6 | 0 |
| 4058 Unemployment Insurance | 18 | 16 | 13 | 17 |
| 4059 Life Insurance | 3 | 0 | 3 | 3 |
| 4081 Eyecare Reimbursement | 10 | 10 | 5 | 9 |
| 4084 Clothing Cash Payment | 0 | 10 | 0 | 0 |
| 4085 Other Taxable Benefits | 7 | 3 | 5 | 7 |
| TOTAL SALARIES AND BENEFITS | 4,499 | 5,371 | 4,931 | 4,691 |
| **SERVICES** | | | | |
| 5300 Water, Sewer, Disposal | 21,287 | 11,000 | 10,782 | 11,271 |
| 5310 Electricity & Gas | 2,196 | 1,800 | 1,879 | 2,000 |
| 5350 Building/Grounds Maintenance | 8,084 | 9,529 | 8,100 | 9,656 |
| 5870 General Govt Service Charge | 2,340 | 2,300 | 2,371 | 2,382 |
| 5880 Special Contractual Services | 0 | 0 | 1,762 | 0 |
| TOTAL SERVICES | 33,907 | 24,629 | 24,893 | 25,309 |
| **SUPPLIES** | | | | |
| 6210 Repair/Maintenance Supplies | 0 | 0 | 176 | 0 |
| TOTAL SUPPLIES | 0 | 0 | 176 | 0 |
| FUND TOTAL | 38,406 | 30,000 | 30,000 | 30,000 |

City of Redlands
2015-2016
Adopted Budget

**DEPARTMENT/DIVISION**
DISASTER RECOVERY

**FUND**
DISASTER RECOVERY FUND

**ORGKEY**
270300

| | 2013-14 ACTUAL (AUDITED) | 2014-15 ADJUSTED BUDGET | 2014-15 12 MONTH ESTIMATED | 2015-16 COUNCIL ADOPTED |
|---|---|---|---|---|
| **SALARIES AND BENEFITS** | | | | |
| 4000 Full Time Salaries | 0 | 0 | 7,081 | 0 |
| 4050 Pension Contributions | 0 | 0 | 1,173 | 0 |
| 4051 Fica/Medicare | 0 | 0 | 567 | 0 |
| 4055 Health/Dental Insurance | 0 | 0 | 1,299 | 0 |
| 4057 Disability Insurance | 0 | 0 | 160 | 0 |
| 4059 Life Insurance | 0 | 0 | 6 | 0 |
| TOTAL SALARIES AND BENEFITS | 0 | 0 | 10,286 | 0 |
| **SERVICES** | | | | |
| 5880 Special Contractual Services | 0 | 0 | 17,671 | 0 |
| TOTAL SERVICES | 0 | 0 | 17,671 | 0 |
| **SUPPLIES** | | | | |
| 6210 Repair/Maintenance Supplies | 0 | 0 | 1,701 | 0 |
| TOTAL SUPPLIES | 0 | 0 | 1,701 | 0 |
| **FIXED ASSETS** | | | | |
| 7230 Street Construction | 0 | 55,881 | 55,881 | 0 |
| 7240 Storm Drain Construction | 0 | 0 | 129,643 | 0 |
| TOTAL FIXED ASSETS | 0 | 55,881 | 185,524 | 0 |
| FUND TOTAL | 0 | 55,881 | 215,182 | 0 |

City of Redlands
2015-2016
Adopted Job Ledger Budget

**Department**
Quality of Life

**Fund**
Disaster Recovery

**Orgkey**
270300

| Job Ledger No. | Project/Program Description | FY 2015 12-Month Estimate | FY 2016 Budget Request |
|---|---|---|---|
| 48018 | City Creek Emergency Open 04-05 | 12,881 | 0 |
| 48021 | City Creek Culvert Improvements | 43,000 | 0 |
| 48036 | August 2014 Storm Damage | 159,301 | 0 |
| | TOTALS | $215,182 | $0 |

# City of Redlands
# 2015-2016
# Adopted Budget

## Quality of Life
## Solid Waste

Program Descriptions:

The Solid Waste Division operates automated refuse, recycling, and green waste collection for approximately 19,000 single-family residential units. Commercial bin service is provided one to six days per week to 900 customers and commercial recycling service is provided to approximately 300 businesses. Roll-off bin service is provided using 160 roll-off bins, which are rented on a weekly basis. An un-staffed drop-off center is provided at the City Yard for residents and businesses that don't otherwise have an opportunity to recycle. As a community service, the Solid Waste Division provides cleanup of illegal dumping; educational activities with schools; and other solid waste education, including recycling and waste reduction for residents and businesses in Redlands.

Program Objectives:

- Comply with all local, state, and federal regulatory requirements (e.g., AB 939 State mandated waste diversion, landfill operating requirements, etc)
- Provide cost effective, high quality service to all solid waste customers
- Operate the landfill in an efficient and fiscally responsible manner
- Ensure that landfill regulatory requirements are met or exceeded
- To ensure continued compliance with increasing State diversion/recycling requirements, an additional staff member has been added to coordinate recycling projects and programs.

Significant Changes:

- A multi-family recycling grant was used to implement a recycling program and the Division exceeded AB 939 regulatory recycling requirements
- The Division has recently added four new automated side loaders to it's fleet in place of older diesel units.
- The Landfill Division replaced it's old trailer with a new one offering a place for employees to cool down or have lunch.
- Installation of a security fence around the southern perimeter of the landfill to reduce invasive wildlife and trespassing.
- A new scaling software was installed at the Landfill eliminating countless man hours of manually enter scale tickets into our database.
- The Solid Waste Division replaced two scooter trucks in place of older, in bad shape units.

Accomplishments for Fiscal Year 2014-2015:

- Solid Waste collected approximately 69,000 tons of refuse, 7,500 tons of recyclables, and 15,000 tons of green waste
- Landfill operations processed approximately 80,000 tons of refuse, including waste from an importation contract
- CalRecycle has found that the City of Redlands is meeting the requirements of AB 939, it has adequately implemented its diversion programs and has achieved the diversion requirement.

City of Redlands
2015-2016
Adopted Budget

**DEPARTMENT/DIVISION**
SOLID WASTE

**FUND**
SOLID WASTE FUND

**ORGKEY**
511401

| | 2013-14 ACTUAL (AUDITED) | 2014-15 ADJUSTED BUDGET | 2014-15 12 MONTH ESTIMATED | 2015-16 COUNCIL ADOPTED |
|---|---|---|---|---|
| **SALARIES AND BENEFITS** | | | | |
| 4000 Full Time Salaries | 1,943,028 | 2,273,840 | 2,123,332 | 2,339,527 |
| 4005 Salaries: Part Time | 215,060 | 196,318 | 242,242 | 298,883 |
| 4010 Overtime Salaries | 86,882 | 125,000 | 102,134 | 110,000 |
| 4012 Stand By | 0 | 2,500 | 146 | 25,000 |
| 4015 Banked Leave Buy Back | 43,511 | 47,736 | 150,000 | 49,678 |
| 4016 Compensated Absences | 45,739 | 0 | 0 | 0 |
| 4050 Pension Contributions | 421,716 | 417,744 | 385,786 | 443,340 |
| 4051 Fica/Medicare | 173,939 | 190,421 | 195,366 | 205,381 |
| 4053 Deferred Compensation | 10,023 | 11,205 | 7,331 | 12,228 |
| 4055 Health/Dental Insurance | 458,611 | 509,005 | 483,185 | 531,225 |
| 4056 Worker's Comp Insurance | 192,821 | 84,284 | 84,285 | 104,958 |
| 4057 Disability Insurance | 15,772 | 22,459 | 15,366 | 16,136 |
| 4058 Unemployment Insurance | 24,137 | 24,946 | 23,882 | 26,717 |
| 4059 Life Insurance | 2,323 | 2,614 | 2,392 | 2,624 |
| 4080 Vehicle Allowance | 279 | 0 | 2,254 | 2,250 |
| 4081 Eyecare Reimbursement | 2,847 | 9,334 | 2,678 | 9,371 |
| 4082 Clothing Allowance | 8,425 | 5,214 | 4,800 | 4,800 |
| 4083 Uniform Rental | 0 | 36,400 | 15,291 | 16,000 |
| 4084 Clothing Cash Payment | 130 | 100 | 130 | 364 |
| 4085 Other Taxable Benefits | 20,034 | 19,526 | 24,578 | 19,699 |
| 4086 Tuition Reimbursement | 0 | 2,000 | 0 | 1,302 |
| TOTAL SALARIES AND BENEFITS | 3,665,277 | 3,980,646 | 3,865,178 | 4,219,482 |
| **SERVICES** | | | | |
| 5103 Software Support/Development | 0 | 1,500 | 0 | 1,500 |
| 5110 Architect & Engineer | 106,791 | 299,862 | 32,554 | 100,000 |
| 5140 Legal Services | 19,743 | 15,000 | 192 | 15,000 |
| 5141 Settlements/Judgements | 7,500 | 0 | 0 | 0 |
| 5142 City Attorney Legal Service | 22,020 | 25,000 | 22,637 | 25,000 |
| 5180 Medical/Physicals | 1,090 | 2,500 | 1,000 | 2,500 |
| 5190 Other Professional Services | 398,665 | 981,703 | 486,801 | 700,000 |

City of Redlands
2015-2016
Adopted Budget

**DEPARTMENT/DIVISION**
SOLID WASTE

**FUND**
SOLID WASTE FUND

**ORGKEY**
511401

| | 2013-14 ACTUAL (AUDITED) | 2014-15 ADJUSTED BUDGET | 2014-15 12 MONTH ESTIMATED | 2015-16 COUNCIL ADOPTED |
|---|---|---|---|---|
| **SERVICES (CONT)** | | | | |
| 5240 Meeting & Professional Devlpmt | 790 | 5,000 | 4,581 | 5,000 |
| 5255 Travel Expense Reimbursement | 1,744 | 2,500 | 3,424 | 2,500 |
| 5270 Printing and Binding | 4,909 | 4,500 | 4,500 | 4,500 |
| 5275 Postage | 190 | 6,500 | 350 | 6,500 |
| 5280 Advertising | 1,597 | 850 | 800 | 850 |
| 5300 Water, Sewer, Disposal | 3,220 | 4,000 | 7,953 | 4,000 |
| 5302 City Disposal | 103,687 | 75,000 | 87,123 | 75,000 |
| 5303 Telephone | 29,580 | 28,000 | 26,307 | 28,000 |
| 5310 Electricity & Gas | 2,213 | 3,250 | 2,196 | 3,250 |
| 5320 Janitorial Services | 2,967 | 0 | 0 | 0 |
| 5360 Machinery & Equip Maint | 43,317 | 59,250 | 35,000 | 59,250 |
| 5392 License & Permits | 25,538 | 75,000 | 64,419 | 75,000 |
| 5395 Info Technology Services Charge | 151,569 | 198,393 | 198,393 | 223,586 |
| 5396 City Garage Charges | 1,933,892 | 1,837,925 | 1,837,925 | 1,617,574 |
| 5451 Retiree Health Insurance | 746,233 | 180,000 | 170,000 | 180,000 |
| 5510 Land & Building Rent | 3,899 | 3,600 | 3,247 | 3,600 |
| 5530 Clothing and Linen Rent | 4,078 | 5,000 | 750 | 5,000 |
| 5570 Office Equip & Furn Rent | 1,990 | 0 | 344 | 0 |
| 5580 Communications Svs & Rental | 0 | 500 | 0 | 500 |
| 5590 Other Rentals | 522 | 700 | 557 | 700 |
| 5720 Taxes | 9,264 | 7,000 | 7,000 | 7,000 |
| 5722 Penalties & Interest | 12 | 75 | 86 | 75 |
| 5760 Special Program Expenditures | 0 | 0 | 0 | 0 |
| 5800 Subscriptions & Memberships | 0 | 1,200 | 1,200 | 1,200 |
| 5840 Training | 1,600 | 7,000 | 1,474 | 2,000 |
| 5870 General Govt Service Charge | 604,714 | 577,364 | 577,364 | 577,364 |
| 5880 Special Contractual Services | 684,993 | 525,492 | 525,497 | 715,408 |
| 5890 Landfill Tipping Charges | 11,792 | 50,000 | 50,000 | 5,000 |
| 5898 State Mandated Fees | 135,449 | 110,000 | 58,395 | 110,000 |
| 5950 Bad Debt Expense | 14,807 | 75 | 597 | 75 |
| 5980 Billing Services | 306,250 | 325,000 | 306,250 | 325,000 |
| 5995 Depreciation Expense | 509,136 | 0 | 0 | 0 |

City of Redlands
2015-2016
Adopted Budget

**DEPARTMENT/DIVISION**
SOLID WASTE

**FUND**
SOLID WASTE FUND

**ORGKEY**
511401

| | 2013-14 ACTUAL (AUDITED) | 2014-15 ADJUSTED BUDGET | 2014-15 12 MONTH ESTIMATED | 2015-16 COUNCIL ADOPTED |
|---|---|---|---|---|
| **SERVICES (CONT)** | | | | |
| 5996 Landfill Closure/PC Expense | 273,636 | 0 | 0 | 0 |
| TOTAL SERVICES | 6,169,397 | 5,418,739 | 4,518,917 | 4,881,932 |
| **SUPPLIES** | | | | |
| 6120 Chemical & Lab Supplies | 0 | 3,000 | 0 | 0 |
| 6140 Office Supplies | 3,610 | 2,200 | 5,000 | 2,200 |
| 6160 Medical Supplies | 0 | 1,000 | 1,000 | 1,000 |
| 6180 Turnouts/Uniforms/Safety Clothin | 14,747 | 10,000 | 8,597 | 10,000 |
| 6190 Photo & Copying Supplies | 0 | 1,000 | 100 | 1,000 |
| 6210 Repair/Maintenance Supplies | 9,562 | 8,000 | 7,000 | 8,000 |
| 6310 Janitorial Supplies | 7,010 | 6,500 | 10,296 | 12,000 |
| 6350 Building Supplies | 300 | 825 | 0 | 825 |
| 6375 Computer Components | 2,220 | 4,500 | 1,987 | 4,500 |
| 6410 Motor Vehicle Supplies | 0 | 400 | 0 | 400 |
| 6500 Office Equipment & Furniture | 0 | 5,000 | 6,000 | 5,000 |
| 6510 Small Tools & Equipment | 7,472 | 6,500 | 12,000 | 12,000 |
| 6590 Special Departmental Supplies | 328,620 | 356,966 | 355,966 | 356,966 |
| TOTAL SUPPLIES | 373,541 | 405,891 | 407,946 | 413,891 |
| **FIXED ASSETS** | | | | |
| 7100 Motor Vehicles | 1,700,707 | 1,045,719 | 1,045,719 | 358,041 |
| 7140 All Other Equipment | 0 | 34,191 | 34,191 | 0 |
| TOTAL FIXED ASSETS | 1,700,707 | 1,079,910 | 1,079,910 | 358,041 |
| **DEBT SERVICE** | | | | |
| 8200 Interest | 1,372 | 0 | 0 | 0 |
| TOTAL DEBT SERVICE | 1,372 | 0 | 0 | 0 |
| FUND TOTAL | 11,910,294 | 10,885,186 | 9,871,951 | 9,873,346 |

City of Redlands
2015-2016
Adopted Job Ledger Budget

**Department**
Quality of Life

**Fund**
Solid Waste

**Orgkey**
511401

| Job Ledger No. | Project/Program Description | FY 2015 12-Month Estimate | FY 2016 Budget Request |
|---|---|---|---|
| 72001 | Solid Waste General Administration | 1,889,113 | 1,889,380 |
| 72020 | Solid Waste Landfill - General | 999,886 | 1,000,027 |
| 72032 | Solid Waste Landfill - Maint & Operations | 670,666 | 670,761 |
| 72040 | Solid Waste Landfill - Quality Control | 763,371 | 763,479 |
| 72060 | Solid Waste Collection - General | 1,205,121 | 1,205,291 |
| 72061 | Solid Waste Green Waste Collection | 700,000 | 700,099 |
| 72062 | Solid Waste Residential Collection - Auto | 1,071,000 | 1,071,151 |
| 72063 | Solid Waste Residential Collection - Non-Auto | 125,000 | 125,018 |
| 72066 | Solid Waste Commercial Collection | 1,483,357 | 1,483,567 |
| 72068 | Solid Waste Special Collection | 75,000 | 75,011 |
| 72069 | Tire Amnesty Collection Grant | 1,738 | 1,738 |
| 72090 | Solid Waste Recycling | 807,471 | 807,585 |
| 72100 | Cal Recycle City/County Annual Grant | 80,228 | 80,239 |
| | TOTALS | $9,871,951 | $9,873,346 |

City of Redlands
2015-2016
Adopted Budget

**DEPARTMENT/DIVISION**
SOLID WASTE PROJECTS

**FUND**
SOLID WASTE PROJECTS FUND

**ORGKEY**
513401

| | 2013-14 ACTUAL (AUDITED) | 2014-15 ADJUSTED BUDGET | 2014-15 12 MONTH ESTIMATED | 2015-16 COUNCIL ADOPTED |
|---|---|---|---|---|
| **SERVICES** | | | | |
| 5190 Other Professional Services | 22,943 | 0 | 15,000 | 350,000 |
| 5392 License & Permits | 24,849 | 0 | 35,000 | 35,000 |
| 5880 Special Contractual Services | 235,234 | 273,350 | 200,000 | 150,000 |
| TOTAL SERVICES | 283,026 | 273,350 | 250,000 | 535,000 |
| **SUPPLIES** | | | | |
| 6590 Special Departmental Supplies | 0 | 32,043 | 15,000 | 25,000 |
| TOTAL SUPPLIES | 0 | 32,043 | 15,000 | 25,000 |
| **FIXED ASSETS** | | | | |
| 7100 Motor Vehicles | 0 | 0 | 0 | 385,000 |
| 7270 Building Construction | 73,431 | 0 | 8,000 | 0 |
| 7650 Solid Waste/Landfill | 0 | 0 | 0 | 150,000 |
| TOTAL FIXED ASSETS | 73,431 | 0 | 8,000 | 535,000 |
| FUND TOTAL | 356,457 | 305,393 | 273,000 | 1,095,000 |

City of Redlands
2015-2016
Adopted Job Ledger Budget

**Department**
Quality of Life

**Fund**
Solid Waste Projects

**Orgkey**
513401

| Job Ledger No. | Project/Program Description | FY 2015 12-Month Estimate | FY 2016 Budget Request |
|---|---|---|---|
| 72311 | Landfill Site Work | 0 | 720,000 |
| 72315 | LFG Probes | 173,000 | 25,000 |
| 72101 | IT Server Building (SW) | 50,000 | 0 |
| 72318 | Gas Collection System | 50,000 | 350,000 |
| | TOTALS | $273,000 | $1,095,000 |

City of Redlands
2015-2016
Adopted Budget

**DEPARTMENT/DIVISION**
SOLID WASTE DEBT SERVICE

**FUND**
SOLID WASTE DEBT SERVICE FUND

**ORGKEY**
516401

| | 2013-14 ACTUAL (AUDITED) | 2014-15 ADJUSTED BUDGET | 2014-15 12 MONTH ESTIMATED | 2015-16 COUNCIL ADOPTED |
|---|---|---|---|---|
| **SERVICES** | | | | |
| 5030 Fiscal Agent Fees | 4,496 | 5,000 | 5,000 | 5,000 |
| 5031 Cost of Issue | 115,174 | 0 | 0 | 0 |
| 5034 Collection Agent/Bank Fees | 0 | 0 | 0 | 9,150 |
| 5190 Other Professional Services | 685 | 1,000 | 1,000 | 1,000 |
| 5275 Postage | 26 | 0 | 0 | 0 |
| TOTAL SERVICES | 120,381 | 6,000 | 6,000 | 15,150 |
| **DEBT SERVICE** | | | | |
| 8100 Principal | 0 | 1,115,000 | 1,115,000 | 1,258,393 |
| 8200 Interest | 415,509 | 588,875 | 588,875 | 637,168 |
| TOTAL DEBT SERVICE | 415,509 | 1,703,875 | 1,703,875 | 1,895,561 |
| FUND TOTAL | 535,890 | 1,709,875 | 1,709,875 | 1,910,711 |

# City of Redlands
# 2015-2016
# Adopted Budget

## Quality of Life
## Citrus Groves

**Program Descriptions:**

The City currently farms, through a local farming company, 16 separate citrus groves totaling approximately 210 acres. Several citrus varieties, including Navel Orange, Valencia Orange, Ruby Star Grapefruit, and Rio Grapefruit, are farmed within these groves. Department staff provides oversight of the farming contract and maintenance activities.

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

The Citrus Grove budget is presented in sixteen separate job ledger/programs in a separate enterprise fund, with the goal of being supported by revenue received from the sale of citrus products from these groves. The groves currently owned and maintained by the City are known as the Texas / Webster, Fifth Avenue, Judson, Prospect, I-10 California, Nevada / Palmetto No. 1 (Best), Nevada / Palmetto No. 2 (Ramirez), Nevada / Palmetto No. 3 (Daniels), Olive, Granite, Lugonia, Mullin Memorial, Jacinto Memorial, Riverview, University, and Mt. View Groves.

**Program Objectives:**

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

**Accomplishments for Fiscal Year 2014-2015:**

- Harvested 42, 196 field boxes of citrus for export domestically and internationally
- Rehabilitation of two water Wells -University Grove and Palmetto Grove
- Replace/relocate irrigation Booster pump for Palmetto Grove

City of Redlands
2015-2016
Adopted Budget

**DEPARTMENT/DIVISION**
GROVES

**FUND**
GROVES FUND

**ORGKEY**
538404

| | 2013-14 ACTUAL (AUDITED) | 2014-15 ADJUSTED BUDGET | 2014-15 12 MONTH ESTIMATED | 2015-16 COUNCIL ADOPTED |
|---|---|---|---|---|
| **SALARIES AND BENEFITS** | | | | |
| 4000 Full Time Salaries | 14,522 | 18,826 | 11,510 | 20,599 |
| 4005 Salaries: Part Time | 0 | 0 | 614 | 1,006 |
| 4010 Overtime Salaries | 48 | 0 | 43 | 0 |
| 4015 Banked Leave Buy Back | 387 | 323 | 1,642 | 453 |
| 4050 Pension Contributions | 3,232 | 3,615 | 2,079 | 3,614 |
| 4051 Fica/Medicare | 1,097 | 1,406 | 1,003 | 1,448 |
| 4053 Deferred Compensation | 219 | 299 | 143 | 299 |
| 4055 Health/Dental Insurance | 3,317 | 3,492 | 2,309 | 3,226 |
| 4056 Worker's Comp Insurance | 599 | 516 | 516 | 643 |
| 4058 Unemployment Insurance | 110 | 104 | 71 | 122 |
| 4059 Life Insurance | 13 | 15 | 8 | 14 |
| 4080 Vehicle Allowance | 6 | 0 | 45 | 0 |
| 4081 Eyecare Reimbursement | 36 | 55 | 0 | 45 |
| 4084 Clothing Cash Payment | 0 | 4 | 0 | 0 |
| 4085 Other Taxable Benefits | 63 | 33 | 100 | 33 |
| TOTAL SALARIES AND BENEFITS | 23,649 | 28,688 | 20,083 | 31,502 |
| **SERVICES** | | | | |
| 5190 Other Professional Services | 606 | 0 | 1,121 | 1,200 |
| 5275 Postage | 1 | 200 | 200 | 200 |
| 5300 Water, Sewer, Disposal | 15,168 | 31,000 | 11,045 | 30,000 |
| 5312 Electric Service: Facility Ops | 42,393 | 53,000 | 36,885 | 50,000 |
| 5395 Info Technology Services Charge | 272 | 357 | 357 | 402 |
| 5490 Other Insurance | 5,575 | 9,555 | 7,046 | 9,500 |
| 5730 Stock Assessment | 0 | 13,000 | 0 | 13,000 |
| 5870 General Govt Service Charge | 20,142 | 20,404 | 20,405 | 20,506 |
| 5880 Special Contractual Services | 522,424 | 600,000 | 600,000 | 600,000 |
| TOTAL SERVICES | 606,581 | 727,516 | 677,059 | 724,808 |

City of Redlands
2015-2016
Adopted Budget

**DEPARTMENT/DIVISION**
GROVES

**FUND**
GROVES FUND

**ORGKEY**
538404

| | 2013-14 ACTUAL (AUDITED) | 2014-15 ADJUSTED BUDGET | 2014-15 12 MONTH ESTIMATED | 2015-16 COUNCIL ADOPTED |
|---|---|---|---|---|
| **SUPPLIES** | | | | |
| 6140 Office Supplies | 0 | 100 | 0 | 100 |
| 6510 Small Tools & Equipment | 0 | 1,000 | 300 | 1,000 |
| 6570 Water Meters & Fittings | 0 | 200 | 0 | 200 |
| 6590 Special Departmental Supplies | 0 | 2,500 | 500 | 2,500 |
| TOTAL SUPPLIES | 0 | 3,800 | 800 | 3,800 |
| **DEBT SERVICE** | | | | |
| 8200 Interest | 355 | 0 | 0 | 0 |
| TOTAL DEBT SERVICE | 355 | 0 | 0 | 0 |
| FUND TOTAL | 630,585 | 760,004 | 697,942 | 760,110 |

City of Redlands
2015-2016
Adopted Job Ledger Budget

**Department**
Quality of Life

**Fund**
Groves

**Orgkey**
538404

| Job Ledger No. | Project/Program Description | FY 2015 12-Month Estimate | FY 2016 Budget Request |
|---|---|---|---|
| 76600 | Groves General Administration | 44,942 | 48,945 |
| 76610 | Texas/Webster Grove | 62,500 | 68,067 |
| 76616 | Fifth Avenue Grove | 14,000 | 15,247 |
| 76617 | Judson Grove | 50,500 | 54,998 |
| 76618 | Prospect Grove | 97,000 | 105,640 |
| 76622 | I-10/California Grove | 33,000 | 35,939 |
| 76623 | Nevada/Palmetto Grove #1 | 8,700 | 9,475 |
| 76624 | Olive Avenue Grove | 19,000 | 20,692 |
| 76626 | San Bernardino/Granite Grove | 15,500 | 16,881 |
| 76627 | Nevada/Palmetto Grove #2 | 11,500 | 12,524 |
| 76628 | Nevada/Palmetto Grove #3 | 17,500 | 19,059 |
| 76629 | Lugonia Avenue Groves | 71,500 | 77,869 |
| 76630 | Mullin Grove | 48,500 | 52,820 |
| 76631 | Jacinto Memorial Grove | 7,500 | 8,168 |
| 76632 | University Grove | 141,000 | 153,559 |
| 76633 | Riverview Grove | 17,700 | 19,277 |
| 76634 | Mountain View Grove | 37,600 | 40,949 |
| | TOTALS | $697,942 | $760,110 |

# City of Redlands
# 2015-2016
# Adopted Budget

## Quality of Life
## Cemetery Division

**Program Description:**

Hillside Memorial Park is a historical cemetery consisting of fifty acres of developed land containing over 31,000 gravesites. The Cemetery also has 12.5 acres of undeveloped land for future use. The principal purpose of Hillside Memorial Park is to provide a place of reflection and remembrance. Hillside staff work with public and private organizations to provide the best possible services to the public. Ground space or mausoleum areas for both casket and cremation burials are available to accommodate various interring requests. Hillside Memorial Park conducts approximately 200 traditional and cremation services per year.

The cemetery is an enterprise fund organized to produce revenue to offset expenditures. Portions of the cemetery revenues are placed into an endowment fund to provide for future closure maintenance.

**Program Objectives:**

- Continue to modernize record keeping system to include computerized information storage and retrieval
- Computerize archived records to an electronic format for research
- Implement Capital Improvement Program
- Revise the Resolution that governs the Cemetery's activities

**Accomplishments for Fiscal Year 2014-2015:**

- Maintained 31,420 interments and processed 211 sites for interment services with a 43.13% cremation ratio

City of Redlands
2015-2016
Adopted Budget

**DEPARTMENT/DIVISION**
CEMETERY

**FUND**
CEMETERY FUND

**ORGKEY**
562430

| | 2013-14 ACTUAL (AUDITED) | 2014-15 ADJUSTED BUDGET | 2014-15 12 MONTH ESTIMATED | 2015-16 COUNCIL ADOPTED |
|---|---|---|---|---|
| **SALARIES AND BENEFITS** | | | | |
| 4000 Full Time Salaries | 147,349 | 157,890 | 144,411 | 206,615 |
| 4005 Salaries: Part Time | 16,229 | 29,575 | 26,083 | 30,020 |
| 4010 Overtime Salaries | 1,576 | 500 | 947 | 2,000 |
| 4015 Banked Leave Buy Back | 1,271 | 3,601 | 4,936 | 1,420 |
| 4016 Compensated Absence | 2,179 | 0 | 0 | 0 |
| 4050 Pension Contributions | 30,806 | 29,085 | 26,211 | 38,964 |
| 4051 Fica/Medicare | 12,920 | 14,735 | 13,699 | 17,876 |
| 4053 Deferred Compensation | 98 | 179 | 100 | 186 |
| 4055 Health/Dental Insurance | 29,248 | 28,487 | 30,186 | 47,882 |
| 4056 Worker's Comp Insurance | 4,797 | 4,510 | 4,510 | 5,617 |
| 4057 Disability Insurance | 1,442 | 1,641 | 1,316 | 204 |
| 4058 Unemployment Insurance | 1,983 | 2,185 | 2,185 | 2,639 |
| 4059 Life Insurance | 193 | 194 | 166 | 257 |
| 4080 Vehicle Allowance | 0 | 0 | 45 | 45 |
| 4081 Eyecare Reimbursement | 6 | 693 | 386 | 918 |
| 4082 Clothing Allowance | 5 | 500 | 300 | 200 |
| 4083 Uniform Rental | 275 | 2,400 | 860 | 1,200 |
| 4084 Clothing Cash Payment | 200 | 200 | 200 | 200 |
| 4085 Other Taxable Benefits | 4,251 | 96 | 2,605 | 162 |
| TOTAL SALARIES AND BENEFITS | 254,828 | 276,471 | 259,146 | 356,405 |
| **SERVICES** | | | | |
| 5034 Collection Agent/Bank Fees | 5,945 | 5,500 | 0 | 5,500 |
| 5140 Legal Services | 78 | 80 | 0 | 80 |
| 5190 Other Professional Services | 2,605 | 2,605 | 93,500 | 2,500 |
| 5255 Travel/Expense Reimbursement | 54 | 0 | 0 | 0 |
| 5270 Printing and Binding | 0 | 0 | 43 | 0 |
| 5275 Postage | 109 | 150 | 159 | 150 |
| 5280 Advertising | 0 | 1,500 | 500 | 1,500 |
| 5300 Water, Sewer, Disposal | 27,925 | 25,000 | 25,000 | 25,000 |
| 5303 Telephone | 4,498 | 5,000 | 5,000 | 5,000 |

City of Redlands
2015-2016
Adopted Budget

**DEPARTMENT/DIVISION**
CEMETERY

**FUND**
CEMETERY FUND

**ORGKEY**
562430

| | 2013-14 ACTUAL (AUDITED) | 2014-15 ADJUSTED BUDGET | 2014-15 12 MONTH ESTIMATED | 2015-16 COUNCIL ADOPTED |
|---|---|---|---|---|
| **SERVICES (CONT)** | | | | |
| 5310 Electricity & Gas | 2,650 | 2,800 | 2,800 | 2,800 |
| 5350 Building/Grounds Maintenance | 2,723 | 3,000 | 3,000 | 43,000 |
| 5395 Info Technology Services Charge | 3,428 | 4,495 | 4,495 | 5,065 |
| 5396 City Garage Charges | 31,770 | 25,529 | 25,529 | 22,715 |
| 5451 Retiree Health Insurance | 55,574 | 21,000 | 21,000 | 21,000 |
| 5570 Office Equip & Furn Rent | 2,347 | 2,500 | 2,143 | 2,500 |
| 5590 Other Rentals | 0 | 0 | 734 | 0 |
| 5740 Resale Materials | 29,893 | 28,000 | 25,541 | 28,000 |
| 5870 General Govt Service Charge | 55,977 | 56,705 | 56,705 | 56,988 |
| 5880 Special Contractual Services | 1,808 | 122,016 | 161,854 | 52,822 |
| 5950 Bad Debt Expense | (418) | 5,000 | 4,535 | 5,000 |
| 5995 Depreciation Expense | 620 | 0 | 0 | 0 |
| TOTAL SERVICES | 227,586 | 310,880 | 432,538 | 279,620 |
| **SUPPLIES** | | | | |
| 6140 Office Supplies | 461 | 200 | 355 | 400 |
| 6180 Turnouts/Uniforms/Sfty Clothing | 440 | 300 | 250 | 300 |
| 6210 Repair/Maintenance Supplies | 4,092 | 5,000 | 4,943 | 40,000 |
| 6310 Janitorial Supplies | 0 | 150 | 0 | 0 |
| 6510 Small Tools & Equipment | 2,902 | 4,000 | 3,000 | 4,000 |
| 6590 Special Departmental Supplies | 631 | 200 | 200 | 150 |
| TOTAL SUPPLIES | 8,526 | 9,850 | 8,748 | 44,850 |
| **FIXED ASSETS** | | | | |
| 7140 All Other Equipment | 0 | 15,346 | 15,346 | 0 |
| 7150 Other Betterment/ Improvement | 0 | 0 | 0 | 330,600 |
| 7230 Street Construction | 0 | 0 | 0 | 594,000 |
| TOTAL FIXED ASSETS | 0 | 15,346 | 15,346 | 924,600 |

City of Redlands
2015-2016
Adopted Budget

**DEPARTMENT/DIVISION**
CEMETERY

**FUND**
CEMETERY FUND

**ORGKEY**
562430

| | 2013-14 ACTUAL (AUDITED) | 2014-15 ADJUSTED BUDGET | 2014-15 12 MONTH ESTIMATED | 2015-16 COUNCIL ADOPTED |
|---|---|---|---|---|
| **DEBT SERVICE** | | | | |
| 8100 Principal | 0 | 40,000 | 0 | 34,834 |
| 8200 Interest | 2,945 | 10,000 | 3,000 | 6,000 |
| TOTAL DEBT SERVICE | 2,945 | 50,000 | 3,000 | 40,834 |
| FUND TOTAL | 493,885 | 662,547 | 718,778 | 1,646,309 |

# City of Redlands
# 2015-2016
# Adopted Budget

## Quality of Life
## Redlands Municipal Airport

**Program Description:**

This Division provides administration of airport land leases, tie downs, and airport public facilities and equipment. Further, the Division ensures compliance with Federal Aviation Administration and the California Department of Transportation Aviation Division requirements for General Aviation airport facilities. The Airport budget is presented in a separate enterprise fund with the goal of sustaining the program through airport revenue. The Airport Advisory Board has been appointed by City Council to advise staff and the City Council on all matters relating to airport management. Oversight is provided by department staff which coordinates airport maintenance activities and grant acquisition and administration through various divisions within the Department.

The airport encompasses 177 acres, with 126 hangars, 307 tie downs, and approximately 230 based aircraft. There are 9 businesses based at the airport.

**Program Objectives:**

- Maintain a safe aviation environment
- Provide regular inspection of airport public facilities and equipment and provide maintenance as required
- Administer the City-owned west ramp tie downs
- Administer four land leases
- Administer the airport storm water pollution prevention program
- Provide staff support to the Airport Advisory Board
- Provide routine maintenance and repair of runway lighting, security gates and other airport facilities

**Accomplishments for Fiscal Year 2014-2015:**

- Airport met FAA and Caltrans regulations for the use and operation of the facilities
- Hosted the 2015 Hangar 24-sponsored air show event
- Awarded a Capital Improvement Grant to design the recommended lighting and signage at the Airport. Additional grants will be sought for the implementation of the recommendations
- Updated the Airport's General Industrial Permit by June 1, 2015, as required by the California State Water Resources Control Board.

City of Redlands
2015-2016
Adopted Budget

**DEPARTMENT/DIVISION**
AIRPORT

**FUND**
AVIATION OPERATING FUND

**ORGKEY**
564450

| | 2013-14 ACTUAL (AUDITED) | 2014-15 ADJUSTED BUDGET | 2014-15 12 MONTH ESTIMATED | 2015-16 COUNCIL ADOPTED |
|---|---|---|---|---|
| **SALARIES AND BENEFITS** | | | | |
| 4000 Full Time Salaries | 57,096 | 79,028 | 55,273 | 32,816 |
| 4005 Salaries: Part Time | 0 | 0 | 1,231 | 905 |
| 4010 Overtime Salaries | 148 | 2,000 | 239 | 0 |
| 4015 Banked Leave Buy Back | 4,992 | 1,527 | 2,445 | 671 |
| 4050 Pension Contributions | 12,394 | 14,656 | 10,065 | 6,237 |
| 4051 Fica/Medicare | 4,691 | 6,221 | 4,451 | 2,573 |
| 4053 Deferred Compensation | 528 | 867 | 255 | 309 |
| 4055 Health/Dental Insurance | 12,953 | 12,535 | 11,384 | 4,083 |
| 4056 Worker's Comp Insurance | 599 | 516 | 516 | 127 |
| 4057 Disability Insurance | 147 | 140 | 213 | 77 |
| 4058 Unemployment Insurance | 315 | 512 | 344 | 217 |
| 4059 Life Insurance | 58 | 75 | 57 | 32 |
| 4080 Vehicle Allowance | 6 | 0 | 45 | 0 |
| 4081 Eyecare Reimbursement | 182 | 266 | 266 | 99 |
| 4084 Clothing Cash Payment | 24 | 60 | 0 | 10 |
| 4085 Other Taxable Benefits | 116 | 1,392 | 154 | 51 |
| TOTAL SALARIES AND BENEFITS | 94,249 | 119,795 | 86,938 | 48,207 |
| **SERVICES** | | | | |
| 5140 Legal Services | 1,185 | 2,000 | 0 | 0 |
| 5190 Other Professional Services | 6,286 | 12,000 | 1,137 | 87,000 |
| 5240 Meeting & Professional Devlpmt | 0 | 0 | 2,119 | 2,119 |
| 5255 Travel Reimbursement | 0 | 0 | 2,242 | 2,242 |
| 5270 Printing and Binding | 0 | 4,000 | 202 | 201 |
| 5275 Postage | 60 | 200 | 0 | 0 |
| 5280 Advertising | 495 | 1,000 | 0 | 1,000 |
| 5300 Water, Sewer, Disposal | 4,931 | 4,100 | 4,100 | 4,100 |
| 5303 Telephone | 1,203 | 1,000 | 1,500 | 1,000 |
| 5310 Electricity & Gas | 23,825 | 20,000 | 25,845 | 25,845 |
| 5320 Janitorial Services | 1,350 | 3,000 | 11,542 | 13,000 |
| 5340 Office Equipment Maintenance | 0 | 500 | 0 | 0 |

City of Redlands
2015-2016
Adopted Budget

**DEPARTMENT/DIVISION**
AIRPORT

**FUND**
AVIATION OPERATING FUND

**ORGKEY**
564450

| | 2013-14 ACTUAL (AUDITED) | 2014-15 ADJUSTED BUDGET | 2014-15 12 MONTH ESTIMATED | 2015-16 COUNCIL ADOPTED |
|---|---|---|---|---|
| **SERVICES (CONT)** | | | | |
| 5350 Building/Grounds Maintenance | 17,940 | 42,000 | 2,479 | 44,000 |
| 5392 License and Permits | 1,791 | 1,000 | 0 | 0 |
| 5395 Info Technology Services Charge | 1,093 | 1,432 | 1,433 | 1,614 |
| 5490 Other Insurance | 6,848 | 13,000 | 4,365 | 7,000 |
| 5720 Taxes | 0 | 0 | 280 | 0 |
| 5840 Training | 0 | 300 | 0 | 500 |
| 5870 General Govt Service Charge | 56,258 | 56,989 | 56,990 | 57,274 |
| 5880 Special Contractual Services | 6,402 | 15,000 | 12,081 | 12,081 |
| 5950 Bad Debt Expense | 62,832 | 0 | 2,054 | 2,054 |
| 5990 Reimbursed Expenditures | 12,186 | 0 | 0 | 0 |
| 5995 Depreciation Expense | 120,784 | 0 | 0 | 0 |
| TOTAL SERVICES | 325,469 | 177,521 | 128,367 | 261,030 |
| **SUPPLIES** | | | | |
| 6140 Office Supplies | 0 | 0 | 579 | 579 |
| 6210 Repair/Maintenance Supplies | 1,916 | 5,000 | 2,654 | 2,654 |
| 6310 Janitorial Supplies | 0 | 200 | 0 | 0 |
| 6350 Building Supplies | 524 | 500 | 500 | 500 |
| 6510 Small Tools & Equipment | 249 | 500 | 648 | 648 |
| TOTAL SUPPLIES | 2,689 | 6,200 | 4,381 | 4,381 |
| **FIXED ASSETS** | | | | |
| 7150 Other Betterments/Improvement | 0 | 150,000 | 150,000 | 0 |
| TOTAL FIXED ASSETS | 0 | 150,000 | 150,000 | 0 |
| **DEBT SERVICE** | | | | |
| 8100 Principal | 0 | 115,000 | 60,000 | 0 |
| 8200 Interest | 2,777 | 10,000 | 4,500 | 5,000 |
| TOTAL DEBT SERVICE | 2,777 | 125,000 | 64,500 | 5,000 |
| FUND TOTAL | 425,184 | 578,516 | 434,187 | 318,618 |

City of Redlands
2015-2016
Adopted Job Ledger Budget

**Department**
Quality of Life

**Fund**
Airport

**Orgkey**
564450

| Job Ledger No. | Project/Program Description | FY 2015 12-Month Estimate | FY 2016 Budget Request |
|---|---|---|---|
| 64001 | Airport Admin & General | 284,187 | 318,618 |
| 64083 | Airfield Lighting and Signs Plan (FAA Grant) | 150,000 | 0 |
| | TOTALS | $434,187 | $318,618 |

# City of Redlands
# 2015-2016
# Adopted Budget

## Quality of Life
## Equipment Maintenance Division

Program Description:

The Equipment Maintenance Division provides service, maintenance, repairs and safety inspections for vehicles and equipment assigned to the twenty-one divisions in the City of Redlands. Emphasis is placed on safety, preventive maintenance and compliance with air quality regulations. In addition to a fleet services coordinator, this division employs five mechanics. The mechanics inspect and repair everything from lawn mowers and weed-eaters to light, medium, heavy duty equipment, and public safety vehicles. The Equipment Maintenance Division is an internal service fund.

Program Objectives/Goals:

- Provide effective and reliable service (customer service)
- Implement and maintain programs as required by the State of California and other regulatory agencies
- Increase training for mechanics to raise their skill level and update their knowledge pertaining to the computer and electronic technology on newer model vehicles and the alternative fuel converted vehicles.
- Added training to the technicians on usage of the Fleet Management Program (RTA).
- Implementation of a comprehensive fuel management.
- Reduce the number of vendors to help streamline the invoicing process with the garage and added support to finance and purchasing.
- Focus on Off Road Equipment and prepare a plan for replacement to meet CARB/DOORS regulations before its assigned deadline.

Accomplishments for Fiscal Year 2014:2015

- Fleet maintained 406 vehicles, including rolling stock for the Police Department, Fire Department, Solid Waste, Parks Division, Senior Transportation Program, Wastewater Treatment, Code Enforcement and Public Works Engineering.
- Continuous checks and balances and growth with Vendors to help maintain: on/off site repairs, parts inventory, pricing and quality of parts.
- Workshop with technicians to have better communication and professional attitude with customers. One Technician was awarded a certificate for well noticed changes that was brought to the attention of coordinator from drivers.
- Fleet's added involvement with Fire Department supported the replacement of 2 front line engines and the purchase of new engines.
- Fleet has added to the daily processes of utilizing the Motor Truck and Van Labor Guide to support actual times of repairs, this has added support needed to keep technicians on task and completing repairs within standards of time.
- Fleet working with Fire to present a Driver training course for Solid Waste operators and defensive driving.
- Added support to the LCNG Fuel Island expansion for additional CNG dispenser.

- Downsizing the current sub contract agreements to 1 vendor and repairs be made on-site vs. sending it out to numerous shops.
- Technicians inputting parts into RTA and completing work orders much quicker. This helps with the ability to charge out repairs to the divisions in a much quicker time.

City of Redlands
2015-2016
Adopted Budget

**DEPARTMENT/DIVISION**
EQUIPMENT MAINTENANCE

**FUND**
EQUIPMENT MAINTENANCE FUND

**ORGKEY**
607500

| | 2013-14 ACTUAL (AUDITED) | 2014-15 ADJUSTED BUDGET | 2014-15 12 MONTH ESTIMATED | 2015-16 COUNCIL ADOPTED |
|---|---|---|---|---|
| **SALARIES AND BENEFITS** | | | | |
| 4000 Full Time Salaries | 358,195 | 355,043 | 372,611 | 372,061 |
| 4010 Overtime Salaries | 18,220 | 12,000 | 17,010 | 15,000 |
| 4012 Stand By | 1,381 | 1,300 | 1,354 | 1,500 |
| 4015 Banked Leave Buy Back | 6,577 | 8,194 | 8,223 | 8,268 |
| 4016 Compensated Absences | 7,342 | 0 | 0 | 0 |
| 4050 Pension Contributions | 76,854 | 64,994 | 67,630 | 70,506 |
| 4051 Fica/Medicare | 28,927 | 28,246 | 30,182 | 30,434 |
| 4053 Deferred Compensation | 860 | 860 | 1,058 | 860 |
| 4055 Health/Dental Insurance | 76,931 | 79,544 | 84,422 | 86,906 |
| 4056 Worker's Comp Insurance | 9,593 | 7,256 | 7,257 | 9,035 |
| 4057 Disability Insurance | 3,070 | 3,693 | 2,852 | 3,581 |
| 4058 Unemployment Insurance | 2,373 | 2,821 | 2,626 | 2,821 |
| 4059 Life Insurance | 413 | 410 | 429 | 410 |
| 4081 Eyecare Reimbursement | 225 | 1,463 | 562 | 1,463 |
| 4082 Clothing Allowance | 750 | 750 | 750 | 750 |
| 4083 Uniform Rental | 7,406 | 7,500 | 7,500 | 8,500 |
| 4084 Clothing Cash Payment | 40 | 100 | 100 | 100 |
| 4085 Other Taxable Benefits | 241 | 390 | 1,143 | 150 |
| TOTAL SALARIES AND BENEFITS | 599,398 | 574,564 | 605,709 | 612,345 |
| **SERVICES** | | | | |
| 5034 Collection Agent/Bank Fees | 2,992 | 1,600 | 2,889 | 2,900 |
| 5103 Software Support/Development | 7,496 | 7,110 | 5,000 | 4,100 |
| 5140 Legal Services | 26,135 | 7,500 | 83,794 | 7,500 |
| 5180 Medical/Physicals | 0 | 250 | 206 | 250 |
| 5190 Other Professional Services | 338 | 500 | 0 | 500 |
| 5240 Meeting & Professional Devlpmt | 309 | 500 | 0 | 500 |
| 5255 Travel/Expense Reimbursement | 28 | 500 | 0 | 500 |
| 5270 Printing and Binding | 1,128 | 300 | 0 | 300 |
| 5275 Postage | 34 | 100 | 35 | 100 |
| 5280 Advertising | 1,203 | 1,000 | 900 | 1,000 |

City of Redlands
2015-2016
Adopted Budget

**DEPARTMENT/DIVISION**
EQUIPMENT MAINTENANCE

**FUND**
EQUIPMENT MAINTENANCE FUND

**ORGKEY**
607500

| | 2013-14 ACTUAL (AUDITED) | 2014-15 ADJUSTED BUDGET | 2014-15 12 MONTH ESTIMATED | 2015-16 COUNCIL ADOPTED |
|---|---|---|---|---|
| **SERVICES (CONT)** | | | | |
| 5303 Telephone | 5,485 | 4,500 | 4,867 | 4,500 |
| 5310 Electricity & Gas | 0 | 125 | 0 | 125 |
| 5340 Office Equipment Maintenance | 0 | 0 | 45 | 0 |
| 5350 Building Grounds & Maintenance | 30,465 | 45,000 | 42,000 | 30,000 |
| 5360 Machinery & Equip Maint | 86,274 | 35,000 | 50,000 | 20,000 |
| 5365 Vehicle Maintenance | 661,669 | 425,000 | 550,000 | 409,000 |
| 5392 License & Permits | 10,469 | 9,500 | 7,874 | 9,500 |
| 5395 Info Technology Services Charge | 12,191 | 15,985 | 15,986 | 18,014 |
| 5451 Retiree Health Insurance | 109,835 | 73,500 | 73,500 | 73,500 |
| 5570 Office Equip & Furn Rent | 2,495 | 2,500 | 2,254 | 2,500 |
| 5590 Other Rentals | 20,893 | 20,000 | 30,087 | 10,000 |
| 5720 Taxes | 9,837 | 12,000 | 12,000 | 12,000 |
| 5722 Penalties and Interest | 1,875 | 2,100 | 519 | 2,100 |
| 5800 Subscriptions & Memberships | 4,105 | 4,200 | 787 | 4,000 |
| 5840 Training | 1,486 | 10,750 | 7,000 | 10,600 |
| 5870 General Govt Service Charge | 256,387 | 257,086 | 257,086 | 258,371 |
| 5880 Special Contractual Services | 0 | 73,000 | 1,219 | 65,000 |
| 5890 Landfill Tipping Charges | 0 | 250 | 0 | 250 |
| 5898 State Mandated Fees | 1,669 | 0 | 212 | 0 |
| 5950 Bad Debt Expense | 0 | 350 | 0 | 350 |
| 5995 Depreciation Expense | 11,404 | 0 | 0 | 0 |
| TOTAL SERVICES | 1,266,202 | 1,010,206 | 1,148,260 | 947,460 |
| **SUPPLIES** | | | | |
| 6120 Chemical & Lab Supplies | 83 | 500 | 0 | 500 |
| 6140 Office Supplies | 1,722 | 2,000 | 1,702 | 2,000 |
| 6160 Medical Supplies | 0 | 50 | 0 | 50 |
| 6180 Turnouts/Uniforms/Sfty Clothing | 1,148 | 500 | 650 | 500 |
| 6210 Repair/Maintenance Supplies | 326 | 500 | 149 | 500 |
| 6310 Janitorial Supplies | 889 | 500 | 1,500 | 500 |
| 6375 Computer Components | 630 | 15,000 | 10,000 | 15,000 |

City of Redlands
2015-2016
Adopted Budget

**DEPARTMENT/DIVISION**
EQUIPMENT MAINTENANCE

**FUND**
EQUIPMENT MAINTENANCE FUND

**ORGKEY**
607500

| | 2013-14 ACTUAL (AUDITED) | 2014-15 ADJUSTED BUDGET | 2014-15 12 MONTH ESTIMATED | 2015-16 COUNCIL ADOPTED |
|---|---|---|---|---|
| **SUPPLIES (CONT)** | | | | |
| 6400 Equipment Parts | 0 | 75 | 0 | 75 |
| 6410 Motor Vehicle Supplies | 856,400 | 500,000 | 750,000 | 450,000 |
| 6420 Tires & Tubes | 216,376 | 225,000 | 165,000 | 172,200 |
| 6430 Gasoline | 608,100 | 480,000 | 564,718 | 400,000 |
| 6440 Compressed Natural Gas (LCNG | 527,919 | 480,000 | 480,000 | 450,000 |
| 6450 Oil and Lubricants | 18,883 | 32,000 | 7,500 | 15,000 |
| 6460 Diesel Fuel | 308,513 | 340,000 | 220,097 | 200,000 |
| 6470 Steel | 0 | 0 | 0 | 0 |
| 6500 Office Equipment & Furniture | 2,648 | 2,500 | 4,000 | 2,500 |
| 6510 Small Tools & Equipment | 11,310 | 10,000 | 10,051 | 6,000 |
| 6590 Special Departmental Supplies | 6,581 | 5,000 | 2,278 | 2,500 |
| TOTAL SUPPLIES | 2,561,528 | 2,093,625 | 2,217,646 | 1,717,325 |
| **FIXED ASSETS** | | | | |
| 7140 All Other Equipment | 21,008 | 0 | 0 | 0 |
| TOTAL FIXED ASSETS | 21,008 | 0 | 0 | 0 |
| FUND TOTAL | 4,448,136 | 3,678,395 | 3,971,615 | 3,277,130 |

# City of Redlands
# 2015-2016
# Adopted Budget

## Municipal Utilities and Engineering

**Mission Statement:**

Provide impeccable service to our community through professionalism, integrity, accountability, quality, transparency, dedication, collaboration and innovation. Municipal Utilities and Engineering Department plans, builds, and maintains Redland's physical and environmental infrastructure for the residents, businesses and visitors of the City, making it a sustainable and desirable place to live, work, invest and visit.

The Municipal Utilities & Engineering Department (MUED) is responsible for providing the following major services to the City and its residents:

- Water production and water distribution administration and operation
- Non-potable water distribution administration and operation
- Wastewater collection, treatment, and disposal administration and operation
- Engineering review and inspection of development proposals for compliance with City codes, standards and other governmental requirements relating to land subdivisions, grading, drainage, public improvements within the City right of way and transportation matters
- Management, rehabilitation, and replacement of public improvements, such as, water mains, sewer mains, storm drains, streets, traffic signals, etc. to provide continued reliable service to the community
- Development and construction of new public facilities to protect and enhance community quality of life
- Optimize the total cost of ownership of City's physical assets
- Effectively manage regulatory compliance by ensuring all MUED procedures, as well as MUED and vendor practices, are consistent with all related codes and regulations

To provide these services MUED is organized into several divisions which include land development, capital improvement engineering services, regulatory compliance, water and wastewater operations, administration, and customer service/utility billing

The administrative and general budget programs support each department function. All engineering and utilities operations are coordinated for efficient use of City resources. Municipal Utilities & Engineering has a total of 105 full-time authorized positions.

**Departmental Goals:**

- Preservation of City's Assets
  - Provide leadership, management, and long-term preservation of City's physical assets and resources
  - Optimize the total cost of ownership of City's physical assets
  - Maximize sustainability by ensuring City's facilities support the City's mission while mitigating negative environmental impact
  - Provide water, non-potable, and wastewater service at a price that is economical and recovers the cost of providing service
  - Provide a safe, maintained, and efficient transportation roadway system
  - Provide storm drain facilities that protect public and private property from flooding

- Effectively manage regulatory compliance by ensuring MUED and vendor practices are consistent with all related codes and regulations
- Maintain effective business continuity and crisis management planning that can be implemented by appropriate staff in a crisis
- Pursue and secure grants or low interest loans to fund public improvements

- Quality Customer Service
  - Promptly and cost-effectively complete all service delivery with the highest quality of workmanship and to the satisfaction of our customers
  - Consistently and effectively communicate with customers
  - Improve overall customer service ratings through effective communication (according to customer satisfaction feedback)
- Employee Effectiveness and Satisfaction
  - Recruit and retain the highest quality employees
  - Ensure all employees have the resources needed to perform their jobs safely and efficiently
  - Maintain an environment that is diverse and conducive to staff engagement, sense of ownership, high performance, and professional satisfaction
  - Encourage employee development to allow for promotion within the department
  - Foster accountability of MUED leadership and employees by ensuring staff ethically, and cost-effectively use City resources, while maintaining the highest quality standards
- Partnership
  - Promote respectful, productive, and ethical work relationships with all customers, throughout all levels of MUED and with all other City stakeholders
  - Continue to improve the effectiveness and transparency of external communication
- Innovation
  - Leverage new ideas and technology to solve problems and accomplish City's mission
  - Create and sustain an organizational culture that encourages and supports innovation
  - Optimize the use of existing and appropriate new technology
- Integrated and Unified Organization
  - Operate MUED as a single, integrated and unified organization that maximizes resources, talent and technology to provide high quality services

**Sustainability Efforts:**

- Reuse used tires in street resurfacing project (Rubberize Asphalt Concrete Paving & Asphalt Rubber Aggregate Membrane products)
- Participated in the EnerNoc Demand Response program designed for load shedding
- Rehabilitating well and booster pumps with premium efficiency units
- Continually seek grant opportunities for solar and other sustainable technologies
- Promote the use of LED street lights and seek funding to replace existing HPS street lights

**Accomplishments for Fiscal Year 2014-2015:**

Capital Projects implemented:

- City's "Pavement Management Program"
- Pavement Accelerated Repair Implementation Strategy (PARIS)
- PARIS Resurfacing Project (567-1028), 98 lane miles
- Construction of major bike lane grid system
- Installation of numerous traffic calming treatments and devices throughout the City
- Construction of street pavement, sidewalks, ADA ramps and street signs
- Planning for over $14.4 million water, wastewater, streets, flood control, and other CIP projects
- Design of over $30 million water, wastewater, streets, flood control, and other CIP projects
- Construction management of over $42 million infrastructure improvement projects
- Opal basin improvement plan
- Flood Control Master Plan
- Nearly completed construction of Orange Blossom Trail 1

- Complete design of Orange Blossom Trail 2 and 3
- I-10 Gateway project
- Construction of Orange Street Alley
- Construction of Redlands/ Alabama Intersection
- SCADA system upgrade
- B-contract Pipeline

Development Activity – Projects Initiated:

- Onestop Permit Center customer service
- Encroachment Permits
- Commission Review and Approval
- Conditional Use Permits
- Historic Conditions of Approval
- Historic Demolition Permits
- Lot Line Adjustments
- Minor Exceptions
- Grading Permits
- Wide Load Permits
- Street Closure
- Building Permit Reviews
- Improvement Plan Reviews
- Map Reviews
- Traffic Commission Reports
- Dining Permits
- National Pollutant Discharge Elimination System (NPDES) Business Inspections
- NPDES Residential Inspections
- NPDES Investigations
- Develop comprehensive flood control master plan

City of Redlands
2015-2016
Adopted Budget

REVENUE DETAIL

| | 2013-14 ACTUAL (AUDITED) | 2014-15 ADJUSTED BUDGET | 2014-15 12 MONTH ESTIMATED | 2015-16 COUNCIL ADOPTED |
|---|---|---|---|---|
| **ENGINEERING** | | | | |
| 3113 Building Permits | 4,146 | 4,700 | 0 | 0 |
| 3116 Grading/Paving Permits | 54,613 | 54,300 | 30,000 | 25,000 |
| 3124 Plan Check | 96,705 | 76,800 | 150,000 | 115,000 |
| 3130 Street Permits | 587,785 | 464,400 | 464,400 | 400,000 |
| 3135 NPDES Permit | 446,739 | 466,000 | 400,000 | 138,000 |
| 3142 Conditional Use Permit | 9,015 | 5,200 | 15,000 | 15,000 |
| 3148 CRA Review | 4,823 | 3,900 | 2,907 | 3,900 |
| 3152 Map Review | 40,911 | 36,400 | 20,000 | 20,000 |
| 3153 Street Vacation | 0 | 0 | 3,069 | 0 |
| 3154 Environmental Impact | 1,571 | 2,200 | 8,332 | 8,000 |
| 3170 Code Enforcement/Admin Citation | 500 | 0 | 0 | 0 |
| 3175 Development Agreements | 2,133 | 2,400 | 6,409 | 4,500 |
| 3177 Subordination Agreements | 0 | 0 | 77 | 0 |
| 3305 Cost Recover/Reimb Expenditure | 4,056 | 3,700 | 2,000 | 2,500 |
| 3316 WQMP Review Admin | 55,238 | 22,900 | 35,000 | 35,000 |
| 3416 Street Trench Cut Fees | 24,005 | 20,300 | 25,000 | 20,300 |
| 3530 Miscellaneous Receipts | 10,090 | 136,930 | 125,530 | 0 |
| TOTAL ENGINEERING DEPARTMENT | 1,342,330 | 1,300,130 | 1,287,724 | 787,200 |
| **MEASURE "I" (208)** | | | | |
| 3510 Investment Income | 47,623 | 0 | 30,000 | 0 |
| TOTAL MEASURE "I" | 47,623 | 0 | 30,000 | 0 |
| **LOCAL TRANSPORTATION (209)** | | | | |
| 3200 State Grants | 483,014 | 0 | 3,338,530 | 0 |
| 3250 Federal Grants | 779,052 | 0 | 0 | 0 |
| 3305 Cost Recover/Reimb Expenditure | 0 | 0 | 3,300,000 | 0 |
| 3415 Street Replacement/Haul Permit | 71,080 | 25,000 | 687 | 0 |
| 3510 Investment Income | 14,297 | 10,000 | 10,000 | 10,000 |
| 3530 Miscellaneous Receipts | 70,108 | 0 | 221,339 | 1,537,300 |
| 3810 Bond/Loan Proceeds | 0 | 4,035,000 | 3,050,000 | 6,000,000 |
| 3771 Resident Contrib.: Bike Lanes | 0 | 1,000 | 0 | 0 |

City of Redlands
2015-2016
Adopted Budget

REVENUE DETAIL

| | 2013-14 ACTUAL (AUDITED) | 2014-15 ADJUSTED BUDGET | 2014-15 12 MONTH ESTIMATED | 2015-16 COUNCIL ADOPTED |
|---|---|---|---|---|
| **LOCAL TRANSPORTATION (209) (CONTD)** | | | | |
| 3772 Resident Contrib.: Sidewalks | 1,442 | 0 | 0 | 0 |
| TOTAL LOCAL TRANSPORTATION | 1,418,993 | 4,071,000 | 9,920,556 | 7,547,300 |
| **MEASURE "I" 2010 (210)** | | | | |
| 3021 Measure I Sales Tax | 1,039,417 | 975,000 | 1,020,500 | 1,048,566 |
| 3510 Investment Income | 29,647 | 15,000 | 50,000 | 30,000 |
| TOTAL AIR QUALITY IMPROVEMENT | 1,069,064 | 990,000 | 1,070,500 | 1,078,566 |
| **OPEN SPACE (227)** | | | | |
| 3510 Investment Income | 22,259 | 10,000 | 10,000 | 10,000 |
| 3515 Land Sale Proceeds | 0 | 0 | 372 | 0 |
| 3627 Open Space Acquisition Fees | 130,020 | 50,000 | 70,000 | 70,000 |
| TOTAL OPEN SPACE | 152,279 | 60,000 | 80,372 | 80,000 |
| **GENERAL CAPITAL IMPRV (240)** | | | | |
| 3200 State Grants | 37,129 | 0 | 1,470,407 | 1,121,032 |
| 3250 Federal Grants | 481,919 | 0 | 523,221 | 649,400 |
| 3530 Miscellaneous Receipts | 0 | 0 | 162,128 | 0 |
| 3540 Other Grants | 0 | 0 | 55,219 | 0 |
| TOTAL GENERAL CAPITAL IMPRV | 519,048 | 0 | 2,210,975 | 1,770,432 |
| **PARK & OPEN SPACE DEV (250)** | | | | |
| 3510 Investment Income | 9,733 | 5,500 | 9,000 | 13,000 |
| 3515 Land Sale Proceeds | 0 | 0 | 0 | 0 |
| 3530 Miscellaneous Receipts | 0 | 86,180 | 86,180 | 1,200 |
| 3625 Park & Open Space Fee | 341,704 | 40,000 | 200,000 | 275,000 |
| TOTAL PARK & OPEN SPACE DEV | 351,437 | 131,680 | 295,180 | 289,200 |
| **PUBLIC FACILITIES DEV (251)** | | | | |
| 3600 Police Facilities | 207,573 | 195,000 | 140,000 | 350,000 |
| 3601 Fire Facilities | 272,659 | 250,000 | 325,000 | 300,000 |
| 3603 Library Facilities | 82,941 | 69,000 | 69,000 | 100,000 |
| 3604 General Government Facilities | 328,770 | 280,000 | 565,000 | 500,000 |

City of Redlands
2015-2016
Adopted Budget

REVENUE DETAIL

| | 2013-14 ACTUAL (AUDITED) | 2014-15 ADJUSTED BUDGET | 2014-15 12 MONTH ESTIMATED | 2015-16 COUNCIL ADOPTED |
|---|---|---|---|---|
| **PUBLIC FACILITIES DEV (251) (CONT)** | | | | |
| 3606 Community Center Facilities | 0 | 0 | 30,000 | 40,000 |
| TOTAL PUBLIC FACILITIES DEV | 891,943 | 794,000 | 1,129,000 | 1,290,000 |
| **ARTERIAL STREET CONSTRUCTION (252)** | | | | |
| 3510 Investment Income | 11,084 | 17,000 | 17,000 | 17,000 |
| 3630 Arterial Street Construction Fees | 192,094 | 205,000 | 0 | 0 |
| 3631 Regional Arterial Fee | 0 | 0 | 800,000 | 800,000 |
| 3632 Railroad Crossing Fee | 0 | 0 | 38,805 | 18,000 |
| 3633 Local Arterial Fee | 0 | 0 | 388,049 | 150,000 |
| TOTAL ARTERIAL STREET CONST | 203,178 | 222,000 | 1,243,855 | 985,000 |
| **TRAFFIC SIGNALS (253)** | | | | |
| 3510 Investment Income | 4,686 | 6,600 | 6,600 | 6,600 |
| 3630 Traffic Signals Fees | 83,326 | 20,000 | 110,000 | 250,000 |
| TOTAL TRAFFIC SIGNALS | 88,012 | 26,600 | 116,600 | 256,600 |
| **FREEWAY INTERCHANGES (254)** | | | | |
| 3510 Investment Income | 4,337 | 5,260 | 7,500 | 7,500 |
| 3630 Freeway Interchange Fees | 332,229 | 50,000 | 600,000 | 1,250,000 |
| TOTAL FREEWAY INTERCHANGES | 336,566 | 55,260 | 607,500 | 1,257,500 |
| **STORM DRAIN CONSTRUCTION (405)** | | | | |
| 3510 Investment Income | 24,266 | 20,000 | 20,000 | 20,000 |
| 3620 Storm Drain Fees | 144,723 | 10,000 | 25,000 | 200,000 |
| TOTAL STORM DRAIN CONST. | 168,989 | 30,000 | 45,000 | 220,000 |
| **WATER (501)** | | | | |
| 3124 Plan Check | 9,140 | 8,000 | 23,000 | 30,000 |
| 3305 Cost Recover/Reimb Expenditure | 5,371 | 2,000 | 3,000 | 3,000 |
| 3313 Non-Potable Water Usage | 22,041 | 0 | 0 | 0 |
| 3380 Water Usage | 20,282,196 | 20,000,000 | 20,000,000 | 19,500,000 |
| 3382 Irrigation Water Usage | 2,151,071 | 2,000,000 | 2,000,000 | 1,750,000 |
| 3383 Fire Hydrant Water Usage | 213,897 | 170,000 | 200,000 | 200,000 |
| 3384 Water Meter Install | 16,510 | 5,000 | 50,000 | 50,000 |

City of Redlands
2015-2016
Adopted Budget

REVENUE DETAIL

| | 2013-14 ACTUAL (AUDITED) | 2014-15 ADJUSTED BUDGET | 2014-15 12 MONTH ESTIMATED | 2015-16 COUNCIL ADOPTED |
|---|---|---|---|---|
| **WATER (501) (CONT)** | | | | |
| 3387 Frontage Charge | 322,731 | 100,000 | 508,546 | 250,000 |
| 3388 "B" Contract Water Usage | 119,079 | 92,000 | 110,000 | 110,000 |
| 3389 Fire Protection Water Usage | 311,476 | 285,000 | 300,000 | 300,000 |
| 3510 Investment Income | 281,402 | 152,000 | 205,000 | 205,000 |
| 3516 Sale of Surplus Property | 10,251 | 0 | 2,633 | 0 |
| 3520 Rental Income | 125,610 | 135,000 | 125,000 | 125,000 |
| 3530 Miscellaneous Receipts | 244,660 | 100,000 | 350,000 | 225,000 |
| 3533 Misc Taxable Sales | 150 | 100 | 88 | 0 |
| TOTAL WATER | 24,115,585 | 23,049,100 | 23,877,267 | 22,748,000 |
| **WATER PROJECTS (503)** | | | | |
| 3305 Cost Recover/Reimb Expenditure | 0 | 0 | 56,722 | 0 |
| TOTAL WATER PROJECTS | 0 | 0 | 56,722 | 0 |
| **WATER DEBT SERVICE (506)** | | | | |
| 3510 Investment Income | 52,355 | 0 | 235 | 0 |
| TOTAL WATER DEBT SERVICE | 52,355 | 0 | 235 | 0 |
| **SOURCE ACQUISITION (508)** | | | | |
| 3510 Investment Income | 56 | 0 | 35 | 0 |
| 3551 Water Source Acq Residential | 255,179 | 47,500 | 150,000 | 100,000 |
| 3552 Water Source Acq Non-Residen | 0 | 0 | 20,000 | 15,000 |
| TOTAL SOURCE ACQUISITION | 255,235 | 47,500 | 170,035 | 115,000 |
| **WATER CAPITAL IMPROVEMENT (509)** | | | | |
| 3369 Cap Improv Chrg Non-Res | 105,190 | 102,500 | 55,000 | 100,000 |
| 3370 Cap Improv Chrg Resident | 1,112,070 | 163,000 | 700,000 | 350,000 |
| 3510 Investment Income | (1,809) | 0 | 200 | 0 |
| TOTAL WATER CAPITAL IMPROVE | 1,215,451 | 265,500 | 755,200 | 450,000 |
| **SEWER SERVICE (521)** | | | | |
| 3305 Cost Recover/Reimb Expenditure | 129 | 0 | 0 | 0 |
| 3366 Sewer Residential | 6,394,468 | 6,100,000 | 6,400,000 | 6,400,000 |
| 3367 Sewer Non-Residential | 2,478,700 | 2,300,000 | 2,450,000 | 2,450,000 |

City of Redlands
2015-2016
Adopted Budget

REVENUE DETAIL

| | 2013-14 ACTUAL (AUDITED) | 2014-15 ADJUSTED BUDGET | 2014-15 12 MONTH ESTIMATED | 2015-16 COUNCIL ADOPTED |
|---|---|---|---|---|
| **SEWER SERVICE (521) (CONTD)** | | | | |
| 3368 Septage Charge | 54,502 | 38,700 | 40,000 | 40,000 |
| 3379 Recycled Water Useage | 268,971 | 250,000 | 250,000 | 250,000 |
| 3387 Frontage Charge | 137,860 | 85,700 | 200,000 | 120,000 |
| 3391 Joint Lab - Water Charges | 207,233 | 160,000 | 160,000 | 160,000 |
| 3392 Joint Lab - Solid Wst Charges | 34,877 | 33,500 | 33,500 | 33,500 |
| 3510 Investment Income | 170,679 | 87,000 | 175,500 | 160,000 |
| 3530 Miscellaneous Receipts | 9,321 | 5,000 | 0 | 0 |
| TOTAL SEWER SERVICE | 9,756,740 | 9,059,900 | 9,709,000 | 9,613,500 |
| **SEWER DEBT SERVICE (526)** | | | | |
| 3510 Investment Income | 77,900 | 200 | 200 | 200 |
| TOTAL SEWER DEBT SERVICE | 77,900 | 200 | 200 | 200 |
| **SEWER CAPITAL IMPROVE (529)** | | | | |
| 3369 Cap Improv Chrg Non-Res | 0 | 0 | 120,000 | 200,000 |
| 3370 Cap Improv Chrg Resident | 1,446,766 | 120,000 | 1,200,000 | 1,200,000 |
| 3510 Investment Income | 9,315 | 3,000 | 10,200 | 10,500 |
| TOTAL SEWER CAPITAL IMPROVE | 1,456,081 | 123,000 | 1,330,200 | 1,410,500 |
| **NON-POTABLE WATER (541)** | | | | |
| 3313 Non-Potable Water Usage | 549,923 | 500,000 | 500,000 | 500,000 |
| 3387 Frontage Charge | 4,991 | 0 | 1,208 | 0 |
| 3510 Investment Income | 13,650 | 4,500 | 15,000 | 15,000 |
| TOTAL NON-POTABLE WATER | 568,564 | 504,500 | 516,208 | 515,000 |
| **NON-POTABLE CAPITAL IMPRV FUND (549)** | | | | |
| 3369 Capital Improv Chrg Non-Res | 0 | 200,000 | 207,352 | 0 |
| 3510 Investment Income | 4,477 | 1,000 | 5,000 | 5,000 |
| TOTAL NON POT CAP IMPRV FUND | 4,477 | 201,000 | 212,352 | 5,000 |

# City of Redlands
# 2015-2016
# Adopted Budget

## Municipal Utilities and Engineering
## Public Works Improvements

**Program Description:**

Measure "I" is a half cent sales tax levy approved by the voters to fund local transportation improvements including the street expansion and rehabilitation and related capital improvements. A portion of the Measure "I" allocation is provided to the City for the improvement of local roadways. The local transportation and traffic signal, governmental public facilities, park development, and storm drain fund revenues collected from new development to provide the necessary funds for master planned facilities to accommodate impacts associated with new development.

The capital improvement program provides for the construction of public improvements, such as street widening, resurfacing or reconstruction, traffic signals, storm drain pipelines and other related street or drainage improvements.

**Program Objectives:**

- Use funds, where feasible, as a match for State and Federal Grant Funds to implement significant capital improvement projects
- Effectively use the financial resources to preserve and extend the useful service life of the public facilities
- Use funds to acquire right-of-way necessary for the capital improvement project
- Provide a safe, maintained, and efficient transportation roadway system
- Provide storm drain facilities that protect public and private property from flooding

**Significant Program Changes:**

In 2012-13 the City completed the PARIS funding strategy for the pavement condition assessment and pavement management platform to strategically prioritize the investment of funds for road improvements. This program will result in the resurfacing of 2/3 of all City streets in 5 years. The program took considerable effort to complete and was unanimously approved by Council. Once completed, the City will have some of the best roadway surfaces in all San Bernardino County.

The City is also pursuing grant funding opportunities to augment its financial resources for roadway improvements and leveraging/coordinating utility pavement trench repair and paving programs.

**Accomplishments for Fiscal Year 2014-2015:**

- Approximately 140 lane miles of resurfacing

City of Redlands
2015-2016
Adopted Budget

**DEPARTMENT/DIVISION**
ENGINEERING

**FUND**
GENERAL FUND

**ORGKEY**
101400

| | 2013-14 ACTUAL (AUDITED) | 2014-15 ADJUSTED BUDGET | 2014-15 12 MONTH ESTIMATED | 2015-16 COUNCIL ADOPTED |
|---|---|---|---|---|
| **SALARIES AND BENEFITS** | | | | |
| 4000 Full Time Salaries | 187,625 | 233,379 | 191,488 | 261,896 |
| 4005 Salaries: Part Time | 3,284 | 0 | 4,567 | 0 |
| 4010 Overtime Salaries | 1,097 | 0 | 1,846 | 0 |
| 4015 Banked Leave Buy Back | 10,986 | 4,531 | 14,792 | 6,044 |
| 4050 Pension Contributions | 41,357 | 44,644 | 34,590 | 49,629 |
| 4051 Fica/Medicare | 14,289 | 17,662 | 15,304 | 20,202 |
| 4053 Deferred Compensation | 2,700 | 3,056 | 2,223 | 3,149 |
| 4055 Health/Dental Insurance | 27,705 | 29,295 | 25,675 | 32,561 |
| 4056 Worker's Comp Insurance | 30,578 | 18,729 | 18,729 | 23,323 |
| 4057 Disability Insurance | 377 | 747 | 418 | 626 |
| 4058 Unemployment Insurance | 1,068 | 1,224 | 1,118 | 1,375 |
| 4059 Life Insurance | 135 | 178 | 178 | 200 |
| 4081 Eyecare Reimbursement | 153 | 635 | 635 | 714 |
| 4084 Clothing Cash Payment | 248 | 248 | 248 | 230 |
| 4085 Other Taxable Benefits | 1,449 | 447 | 833 | 1,227 |
| TOTAL SALARIES AND BENEFITS | 323,051 | 354,774 | 312,643 | 401,175 |
| **SERVICES** | | | | |
| 5141 Settlements/Judgements | 113,042 | 0 | 0 | 0 |
| 5190 Other Professional Services | 243,407 | 265,996 | 116,130 | 123,000 |
| 5270 Printing and Binding | 1,952 | 500 | 1,500 | 2,000 |
| 5275 Postage | 107 | 100 | 500 | 500 |
| 5280 Advertising | 710 | 500 | 841 | 841 |
| 5303 Telephone | 0 | 200 | 0 | 0 |
| 5392 License & Permits | 125,643 | 140,000 | 125,000 | 125,000 |
| 5395 Info Technology Services Charge | 8,473 | 8,500 | 8,500 | 12,521 |
| 5396 City Garage Charges | 16,935 | 8,600 | 8,600 | 7,652 |
| 5570 Office Equip & Furn Rent | 5,844 | 10,000 | 10,000 | 10,000 |
| 5760 Special Program Expenditure | 0 | 0 | 9,293 | 0 |
| 5800 Subscriptions & Memberships | 32 | 0 | 0 | 0 |
| 5840 Training | 0 | 200 | 750 | 750 |

City of Redlands
2015-2016
Adopted Budget

**DEPARTMENT/DIVISION**
ENGINEERING

**FUND**
GENERAL FUND

**ORGKEY**
101400

| | 2013-14 ACTUAL (AUDITED) | 2014-15 ADJUSTED BUDGET | 2014-15 12 MONTH ESTIMATED | 2015-16 COUNCIL ADOPTED |
|---|---|---|---|---|
| **SERVICES (CONT)** | | | | |
| 5880 Special Contractual Services | 4,927 | 16,500 | 5,000 | 5,000 |
| 5950 Bad Debt Expense | 330 | 2,000 | 2,000 | 2,000 |
| TOTAL SERVICES | 521,402 | 453,096 | 288,114 | 289,264 |
| **SUPPLIES** | | | | |
| 6140 Office Supplies | 0 | 1,000 | 1,000 | 0 |
| 6590 Special Departmental Supplies | 6,353 | 90,000 | 364 | 115,000 |
| TOTAL SUPPLIES | 6,353 | 91,000 | 1,364 | 115,000 |
| **FIXED ASSETS** | | | | |
| 7140 All Other Equipment | 117,539 | 4,657 | 4,657 | 0 |
| 7150 Other Betterments/Improvement | 0 | 244,880 | 244,880 | 0 |
| 7230 Street Construction | 0 | 451,479 | 901,479 | 0 |
| 7270 Building Construction | 327,500 | 0 | 6,873 | 0 |
| TOTAL FIXED ASSETS | 445,039 | 701,016 | 1,157,889 | 0 |
| DEPARTMENT TOTAL | 1,295,845 | 1,599,886 | 1,760,011 | 805,439 |

City of Redlands
2015-2016
Adopted Budget

**DEPARTMENT/DIVISION**
MEASURE I

**FUND**
MEASURE I FUND

**ORGKEY**
208400

| | 2013-14 ACTUAL (AUDITED) | 2014-15 ADJUSTED BUDGET | 2014-15 12 MONTH ESTIMATED | 2015-16 COUNCIL ADOPTED |
|---|---|---|---|---|
| **SALARIES AND BENEFITS** | | | | |
| 4000 Full Time Salaries | 179,871 | 157,889 | 122,255 | 0 |
| 4005 Salaries: Part Time | 418 | 0 | 2,078 | 0 |
| 4010 Overtime Salaries | 973 | 0 | 1,418 | 0 |
| 4015 Banked Leave Buy Back | 2,698 | 2,371 | 8,023 | 0 |
| 4050 Pension Contributions | 37,221 | 29,963 | 21,695 | 0 |
| 4051 Fica/Medicare | 13,374 | 11,967 | 9,481 | 0 |
| 4053 Deferred Compensation | 2,971 | 1,901 | 1,161 | 0 |
| 4055 Health/Dental Insurance | 20,743 | 19,414 | 15,690 | 0 |
| 4057 Disability Insurance | 156 | 338 | 248 | 0 |
| 4058 Unemployment Insurance | 710 | 816 | 699 | 0 |
| 4059 Life Insurance | 127 | 118 | 94 | 0 |
| 4081 Eyecare Reimbursement | 101 | 423 | 423 | 0 |
| 4084 Clothing Cash Payment | 16 | 98 | 98 | 0 |
| 4085 Other Taxable Benefits | 3,754 | 335 | 905 | 0 |
| TOTAL SALARIES AND BENEFITS | 263,133 | 225,633 | 184,270 | 0 |
| **SERVICES** | | | | |
| 5190 Other Professional Services | 0 | 0 | 3,500 | 0 |
| 5275 Postage | 80 | 0 | 0 | 0 |
| 5280 Advertising | 1,053 | 0 | 0 | 0 |
| 5395 Info Technology Service Chgs | 929 | 1,496 | 1,500 | 0 |
| 5800 Subscriptions & Memberships | 12 | 0 | 0 | 0 |
| 5870 General Govt Service Charge | 15,468 | 16,953 | 12,300 | 0 |
| 5880 Special Contractual Services | 62,500 | 0 | 0 | 0 |
| TOTAL SERVICES | 80,042 | 18,449 | 17,300 | 0 |
| **SUPPLIES** | | | | |
| 6140 Office Supplies | 32 | 0 | 0 | 0 |
| TOTAL SUPPLIES | 32 | 0 | 0 | 0 |

City of Redlands
2015-2016
Adopted Budget

**DEPARTMENT/DIVISION**
MEASURE I

**FUND**
MEASURE I FUND

**ORGKEY**
208400

| | 2013-14 ACTUAL (AUDITED) | 2014-15 ADJUSTED BUDGET | 2014-15 12 MONTH ESTIMATED | 2015-16 COUNCIL ADOPTED |
|---|---|---|---|---|
| **FIXED ASSETS** | | | | |
| 7230 Street Construction | 66,893 | 4,076,082 | 2,479,396 | 0 |
| TOTAL FIXED ASSETS | 66,893 | 4,076,082 | 2,479,396 | 0 |
| FUND TOTAL | 410,100 | 4,320,164 | 2,680,966 | 0 |

City of Redlands
2015-2016
Adopted Job Ledger Budget

**Department**
Municipal Utilities & Engineering

**Fund**
Measure I

**Orgkey**
208400

| Job Ledger No. | Project/Program Description | FY 2015 12-Month Estimate | FY 2016 Budget Request |
|---|---|---|---|
| 41000 | Engineering (208) | 201,570 | 0 |
| 41080 | PARIS Resurfacing Project (567-960) | 2,479,396 | 0 |
| | TOTALS | $2,680,966 | $0 |

City of Redlands
2015-2016
Adopted Budget

**DEPARTMENT/DIVISION**
LOCAL TRANSPORTATION

**FUND**
LOCAL TRANSPORTATION FUND

**ORGKEY**
209400

| | 2013-14 ACTUAL (AUDITED) | 2014-15 ADJUSTED BUDGET | 2014-15 12 MONTH ESTIMATED | 2015-16 COUNCIL ADOPTED |
|---|---|---|---|---|
| **SALARIES AND BENEFITS** | | | | |
| 4000 Full Time Salaries | 296,389 | 591,366 | 418,791 | 546,311 |
| 4005 Salaries: Part Time | 368 | 0 | 1,270 | 0 |
| 4010 Overtime Salaries | 1,051 | 0 | 3,537 | 0 |
| 4015 Banked Leave Buy Back | 4,914 | 10,734 | 36,794 | 12,608 |
| 4050 Pension Contributions | 63,254 | 113,252 | 75,849 | 103,526 |
| 4051 Fica/Medicare | 22,181 | 45,007 | 33,095 | 42,368 |
| 4053 Deferred Compensation | 4,124 | 7,309 | 4,630 | 6,998 |
| 4055 Health/Dental Insurance | 27,387 | 56,162 | 37,124 | 46,180 |
| 4057 Disability Insurance | 247 | 1,429 | 760 | 1,256 |
| 4058 Unemployment Insurance | 1,878 | 2,995 | 2,042 | 2,782 |
| 4059 Life Insurance | 207 | 435 | 319 | 404 |
| 4081 Eyecare Reimbursement | 130 | 1,553 | 1,553 | 1,442 |
| 4084 Clothing Cash Payment | 16 | 416 | 416 | 410 |
| 4085 Other Taxable Benefits | 4,910 | 5,973 | 7,244 | 6,786 |
| TOTAL SALARIES AND BENEFITS | 427,056 | 836,629 | 623,424 | 771,071 |
| **SERVICES** | | | | |
| 5103 Software Support/Development | 0 | 40,000 | 1,259 | 0 |
| 5110 Architect & Engineer | 112,707 | 96,301 | 30,254 | 30,254 |
| 5140 Legal Services | 25,059 | 20,400 | 20,400 | 20,400 |
| 5180 Medical/Physicals | 25 | 0 | 0 | 0 |
| 5190 Other Professional Services | 135,596 | 0 | 300,000 | 250,000 |
| 5240 Meeting & Professional Devlpmt | 0 | 2,000 | 2,000 | 2,000 |
| 5255 Travel Expense Reimbursement | 108 | 500 | 500 | 500 |
| 5270 Printing and Binding | 2,592 | 1,000 | 3,000 | 3,000 |
| 5275 Postage | 3,043 | 50 | 100 | 100 |
| 5280 Advertising | 1,169 | 3,000 | 3,000 | 3,000 |
| 5392 License & Permits | 50 | 0 | 275 | 275 |
| 5395 Info Technology Services Chgs | 3,708 | 5,973 | 5,973 | 5,811 |
| 5760 Special Program Expenditures | 0 | 10,000 | 10,000 | 10,000 |
| 5800 Subscriptions & Membership | 12 | 500 | 500 | 500 |

City of Redlands
2015-2016
Adopted Budget

**DEPARTMENT/DIVISION**
LOCAL TRANSPORTATION

**FUND**
LOCAL TRANSPORTATION FUND

**ORGKEY**
209400

| | 2013-14 ACTUAL (AUDITED) | 2014-15 ADJUSTED BUDGET | 2014-15 12 MONTH ESTIMATED | 2015-16 COUNCIL ADOPTED |
|---|---|---|---|---|
| **SERVICES (CONT)** | | | | |
| 5840 Training | 303 | 0 | 0 | 0 |
| 5870 General Govt Service Charge | 51,102 | 306,003 | 306,003 | 306,003 |
| 5880 Special Contractual Services | 346,253 | 299,900 | 299,900 | 299,900 |
| TOTAL SERVICES | 681,727 | 785,627 | 983,164 | 931,743 |
| **SUPPLIES** | | | | |
| 6130 Books & Supplies | 0 | 0 | 360 | 0 |
| 6140 Office Supplies | 0 | 0 | 30 | 0 |
| 6590 Special Departmental Supplies | 67 | 0 | 6,966 | 0 |
| TOTAL SUPPLIES | 67 | 0 | 7,356 | 0 |
| **FIXED ASSETS** | | | | |
| 7100 Motor Vehicles | 0 | 0 | 50,853 | 0 |
| 7150 Other Betterment/Improvement | 0 | 39,900 | 267,760 | 1,537,300 |
| 7230 Street Construction | 11,563,015 | 35,776,337 | 23,294,627 | 5,242,030 |
| 7250 Land Acquisitions | 0 | 0 | 41,795 | 0 |
| TOTAL FIXED ASSETS | 11,563,015 | 35,816,237 | 23,655,035 | 6,779,330 |
| FUND TOTAL | 12,671,865 | 37,438,493 | 25,268,979 | 8,482,144 |

City of Redlands
2015-2016
Adopted Job Ledger Budget

**Department**
Municipal Utilities & Engineering

**Fund**
Local Transportation

**Orgkey**
209400

| Job Ledger No. | Project/Program Description | FY 2015 12-Month Estimate | FY 2016 Budget Request |
|---|---|---|---|
| 41004 | Engineering | 757,849 | 788,857 |
| 41017 | Redlands/Alabama Street Improvements | 6,571,747 | 150,853 |
| 41019 | Street Resurfacing | 42,424 | 0 |
| 41030 | Transportation DIF Study | 2,934 | 0 |
| 41033 | Safe Routes to School - Cycle 2 | 167,383 | 0 |
| 41040 | Safe Routes to School - Cycle 8 | 225,531 | 0 |
| 41044 | Hwy Safety Imprv Prgm - Cycle 4 (Striping) | 526,896 | 0 |
| 41049 | PARIS Project Funding | 0 | 5,275,774 |
| 41054 | I-10 Underpass Improvements | 221,228 | 0 |
| 41055 | Gateway Monuments | 7,237 | 1,575,013 |
| 41056 | PARIS Resurfacing Project 2013 (35-450) | 6,334,066 | 0 |
| 41057 | Pavement Assessment: Geotechnical Svcs | 271,210 | 0 |
| 41058 | 2011 TDA Bus Pad Upgrade | 49,636 | 0 |
| 41059 | Bike Lane Master Plan | 24,204 | 0 |
| 41060 | PARIS Resurfacing Project (567-960) | 10,066,634 | 150,853 |
| 41061 | HSIP Cycle 4 Supplemental | 0 | 220,966 |
| Unassigned | 2013 TDA Bus Pad Upgrade | 0 | 58,777 |
| Unassigned | Non-Motorized Master Plan | 0 | 261,051 |
| | TOTALS | $25,268,979 | $8,482,144 |

City of Redlands
2015-2016
Adopted Budget

**DEPARTMENT/DIVISION**
MEASURE I (2010)

**FUND**
MEASURE I FUND (2010)

**ORGKEY**
210400

| | 2013-14 ACTUAL (AUDITED) | 2014-15 ADJUSTED BUDGET | 2014-15 12 MONTH ESTIMATED | 2015-16 COUNCIL ADOPTED |
|---|---|---|---|---|
| **SALARIES AND BENEFITS** | | | | |
| 4000 Full Time Salaries | 0 | 0 | 0 | 159,834 |
| 4015 Banked Leave Buy Back | 0 | 0 | 0 | 3,688 |
| 4050 Pension Contributions | 0 | 0 | 0 | 30,289 |
| 4051 Fica/Medicare | 0 | 0 | 0 | 12,428 |
| 4053 Deferred Compensation | 0 | 0 | 0 | 1,758 |
| 4055 Health/Dental Insurance | 0 | 0 | 0 | 18,055 |
| 4057 Disability Insurance | 0 | 0 | 0 | 416 |
| 4058 Unemployment Insurance | 0 | 0 | 0 | 846 |
| 4059 Life Insurance | 0 | 0 | 0 | 123 |
| 4081 Eyecare Reimbursement | 0 | 0 | 0 | 439 |
| 4084 Clothing Cash Payment | 0 | 0 | 0 | 130 |
| 4085 Other Taxable Benefits | 0 | 0 | 0 | 1,245 |
| TOTAL SALARIES AND BENEFITS | 0 | 0 | 0 | 229,251 |
| **FIXED ASSETS** | | | | |
| 7230 Street Construction | 0 | 0 | 0 | 5,000,000 |
| TOTAL FIXED ASSETS | 0 | 0 | 0 | 5,000,000 |
| FUND TOTAL | 0 | 0 | 0 | 5,229,251 |

City of Redlands
2015-2016
Adopted Job Ledger Budget

**Department**
Municipal Utilities & Engineering

**Fund**
Measure I (2010)

**Orgkey**
210400

| Job Ledger No. | Project/Program Description | FY 2015 12-Month Estimate | FY 2016 Budget Request |
|---|---|---|---|
| Unassigned | PARIS Project Funding | 0 | 5,229,251 |
| | TOTALS | $0 | $5,229,251 |

City of Redlands
2015-2016
Adopted Budget

**DEPARTMENT/DIVISION**
OPEN SPACE

**FUND**
OPEN SPACE FUND

**ORGKEY**
227130

| | 2013-14 ACTUAL (AUDITED) | 2014-15 ADJUSTED BUDGET | 2014-15 12 MONTH ESTIMATED | 2015-16 COUNCIL ADOPTED |
|---|---|---|---|---|
| **SERVICES** | | | | |
| 5190 Other Professional Services | 11,650 | 5,000 | 5,000 | 5,000 |
| 5720 Taxes | 0 | 0 | 189 | 0 |
| 5870 General Govt Service Charge | 2,600 | 2,000 | 2,000 | 2,000 |
| TOTAL SERVICES | 14,250 | 7,000 | 7,189 | 7,000 |
| **FIXED ASSETS** | | | | |
| 7250 Land Acquisitions | 48,715 | 0 | 1,500,763 | 0 |
| TOTAL FIXED ASSETS | 48,715 | 0 | 1,500,763 | 0 |
| FUND TOTAL | 62,965 | 7,000 | 1,507,952 | 7,000 |

City of Redlands
2015-2016
Adopted Budget

**DEPARTMENT/DIVISION**
GENERAL CAPITAL IMPROVEMENT

**FUND**
GENERAL CAPITAL IMPROVEMENT FUND

**ORGKEY**
240400

| | 2013-14 ACTUAL (AUDITED) | 2014-15 ADJUSTED BUDGET | 2014-15 12 MONTH ESTIMATED | 2015-16 COUNCIL ADOPTED |
|---|---|---|---|---|
| **SALARIES AND BENEFITS** | | | | |
| 4000 Full Time Salaries | 4,369 | 0 | 61,124 | 42,683 |
| 4010 Overtime Salaries | 26 | 0 | 47 | 0 |
| 4015 Banked Leave Buyback | 0 | 0 | 3,171 | 985 |
| 4050 Pension Contributions | 865 | 0 | 11,079 | 8,088 |
| 4051 Fica/Medicare | 334 | 0 | 4,808 | 3,343 |
| 4053 Deferred Compensation | 103 | 0 | 746 | 664 |
| 4055 Health/Dental Insurance | 325 | 0 | 5,013 | 4,305 |
| 4057 Disability Insurance | 0 | 0 | (4) | 34 |
| 4058 Unemployment Insurance | 4 | 0 | 254 | 213 |
| 4059 Life Insurance | 3 | 0 | 43 | 31 |
| 4081 Eyecare Reimbursement | 7 | 0 | 48 | 110 |
| 4084 Clothing Allowance | 0 | 0 | 0 | 10 |
| 4085 Other Taxable Benefits | 1 | 0 | 227 | 234 |
| TOTAL SALARIES AND BENEFITS | 6,037 | 0 | 86,555 | 60,699 |
| **SERVICES** | | | | |
| 5190 Other Professional Services | 75,796 | 1,571,493 | 512,924 | 78,500 |
| 5270 Printing and Binding | 724 | 0 | 0 | 0 |
| 5275 Postage | 783 | 0 | 31 | 0 |
| 5280 Advertising | 738 | 0 | 2,485 | 2,485 |
| 5360 Machinery & Equip Maint | 359,868 | 0 | 18,128 | 18,128 |
| 5392 License & Permits | 0 | 0 | 5,450 | 5,450 |
| 5760 Special Program Expenditures | 0 | 0 | 1,120 | 1,120 |
| 5880 Special Contractual Services | 2,230 | 0 | 11,000 | 0 |
| 5990 Reimbursed Expenditures | (1,727) | 0 | 0 | 0 |
| TOTAL SERVICES | 438,412 | 1,571,493 | 551,138 | 105,683 |
| **FIXED ASSETS** | | | | |
| 7150 Other Betterments/Improvement | 118,589 | 640,600 | 1,574,400 | 1,604,050 |
| TOTAL FIXED ASSETS | 118,589 | 640,600 | 1,574,400 | 1,604,050 |
| FUND TOTAL | 563,038 | 2,212,093 | 2,212,093 | 1,770,432 |

City of Redlands
2015-2016
Adopted Job Ledger Budget

**Department**
Municipal Utilities & Engineering

**Fund**
General Capital Improvement

**Orgkey**
240400

| Job Ledger No. | Project/Program Description | FY 2015 12-Month Estimate | FY 2016 Budget Request |
|---|---|---|---|
| 47015 | Orange Blossom Trail | 663,496 | 0 |
| 47016 | DOE: Energy Efficiency Facility Upgrades | 393,472 | 0 |
| 47017 | Fueling Station Upgrades AQMD MSRC | 85,000 | 0 |
| 47018 | Orange Blossom Trail II | 858,833 | 0 |
| 47019 | Orange Blossom Trail Development Phase 3 | 162,128 | 998,887 |
| 47020 | SCE Energy Action Plan | 49,164 | 0 |
| Unassigned | Orange Street Signal | 0 | 386,855 |
| Unassigned | Citrus Bike Lanes | 0 | 384,690 |
| | TOTALS | $2,212,093 | $1,770,432 |

City of Redlands
2015-2016
Adopted Budget

**DEPARTMENT/DIVISION**
PARK & OPEN SPACE DEVELOPMENT FUND

| **FUND** | **ORGKEY** |
|---|---|
| PARK & OPEN SPACE DEVELOPMENT FUND | 250400 |

| | 2013-14 ACTUAL (AUDITED) | 2014-15 ADJUSTED BUDGET | 2014-15 12 MONTH ESTIMATED | 2015-16 COUNCIL ADOPTED |
|---|---|---|---|---|
| **SALARIES AND BENEFITS** | | | | |
| 4000 Full Time Salaries | 0 | 0 | 0 | 6,176 |
| 4015 Banked Leave Buy-Back | 0 | 0 | 0 | 142 |
| 4050 Pension Contributions | 0 | 0 | 0 | 1,170 |
| 4051 Fica/Medicare | 0 | 0 | 0 | 465 |
| 4053 Deferred Compensation | 0 | 0 | 0 | 89 |
| 4055 Health/Dental Insurance | 0 | 0 | 0 | 92 |
| 4058 Unemployment Insurance | 0 | 0 | 0 | 26 |
| 4059 Life Insurance | 0 | 0 | 0 | 4 |
| 4081 Eyecare Reimbursement | 0 | 0 | 0 | 14 |
| 4085 Insurance Adjustment | 0 | 0 | 0 | 261 |
| TOTAL SALARIES AND BENEFITS | 0 | 0 | 0 | 8,439 |
| **SERVICES** | | | | |
| 5034 Collection Agent/Bank Fees | 5,162 | 5,015 | 5,015 | 4,864 |
| 5110 Architect & Engineer | 0 | 0 | 13,000 | 0 |
| 5140 Legal Services | 2,958 | 5,000 | 5,000 | 5,000 |
| 5190 Other Professional Services | 0 | 86,180 | 94,945 | 0 |
| 5270 Printing and Binding | 0 | 0 | 400 | 0 |
| 5280 Advertising | 0 | 0 | 1,158 | 0 |
| 5392 License & Permits | 0 | 0 | 2,260 | 0 |
| 5870 General Govt Service Charge | 6,834 | 5,000 | 5,000 | 5,000 |
| 5990 Reimbursed Expenditures | 1,727 | 0 | 0 | 0 |
| TOTAL SERVICES | 16,681 | 101,195 | 126,778 | 14,864 |
| **FIXED ASSETS** | | | | |
| 7150 Other Betterments/Improvement | 39,955 | 418,860 | 580,060 | 0 |
| TOTAL FIXED ASSETS | 39,955 | 418,860 | 580,060 | 0 |

City of Redlands
2015-2016
Adopted Budget

**DEPARTMENT/DIVISION**
PARK & OPEN SPACE DEVELOPMENT FUND

| **FUND** | **ORGKEY** |
|---|---|
| PARK & OPEN SPACE DEVELOPMENT FUND | 250400 |

| | 2013-14 ACTUAL (AUDITED) | 2014-15 ADJUSTED BUDGET | 2014-15 12 MONTH ESTIMATED | 2015-16 COUNCIL ADOPTED |
|---|---|---|---|---|
| **DEBT SERVICE** | | | | |
| 8100 Principal | 49,047 | 50,529 | 50,529 | 52,186 |
| 8200 Interest | 53,427 | 51,858 | 51,858 | 50,239 |
| TOTAL DEBT SERVICE | 102,474 | 102,387 | 102,387 | 102,425 |
| FUND TOTAL | 159,110 | 622,442 | 809,225 | 125,728 |

City of Redlands
2015-2016
Adopted Job Ledger Budget

**Department**
Municipal Utilities & Engineering

**Fund**
Park Development

**Orgkey**
250400

| Job Ledger No. | Project/Program Description | FY 2015 12-Month Estimate | FY 2016 Budget Request |
|---|---|---|---|
| 41200 | Sports Park | 117,402 | 117,289 |
| 41207 | Heritage Park | 86,180 | 4,219 |
| 41208 | Orange Street Alley Park | 605,643 | 4,220 |
| | TOTALS | $809,225 | $125,728 |

City of Redlands
2015-2016
Adopted Budget

**DEPARTMENT/DIVISION**
PUBLIC FACILITY DEVELOPMENT - PW

**FUND**
PUBLIC FACILITY DEVELOPMENT FUND

**ORGKEY**
251400

| | 2013-14 ACTUAL (AUDITED) | 2014-15 ADJUSTED BUDGET | 2014-15 12 MONTH ESTIMATED | 2015-16 COUNCIL ADOPTED |
|---|---|---|---|---|
| **SERVICES** | | | | |
| 5870 General Govt Service Charge | 17,839 | 15,500 | 15,500 | 15,500 |
| TOTAL SERVICES | 17,839 | 15,500 | 15,500 | 15,500 |
| **DEBT SERVICE** | | | | |
| 8200 Interest | 1,979 | 0 | 0 | 0 |
| TOTAL DEBT SERVICE | 1,979 | 0 | 0 | 0 |
| FUND TOTAL | 19,818 | 15,500 | 15,500 | 15,500 |

City of Redlands
2015-2016
Adopted Budget

**DEPARTMENT/DIVISION**
ARTERIAL STREET CONSTRUCTION

**FUND**
ARTERIAL STREET CONSTRUCTION FUND

**ORGKEY**
252400

| | 2013-14 ACTUAL (AUDITED) | 2014-15 ADJUSTED BUDGET | 2014-15 12 MONTH ESTIMATED | 2015-16 COUNCIL ADOPTED |
|---|---|---|---|---|
| **SALARIES AND BENEFITS** | | | | |
| 4000 Full Time Salaries | 0 | 0 | 0 | 1,725 |
| 4015 Banked Leave Buy Back | 0 | 0 | 0 | 40 |
| 4050 Pension Contributions | 0 | 0 | 0 | 327 |
| 4051 Fica/Medicare | 0 | 0 | 0 | 100 |
| 4053 Deferred Compensation | 0 | 0 | 0 | 46 |
| 4055 Health/Dental Insurance | 0 | 0 | 0 | 15 |
| 4058 Unemployment Insurance | 0 | 0 | 0 | 4 |
| 4059 Life Insurance | 0 | 0 | 0 | 1 |
| 4081 Eyecare Reimbursement | 0 | 0 | 0 | 2 |
| 4085 Other Taxable Benefits | 0 | 0 | 0 | 44 |
| TOTAL SALARIES AND BENEFITS | 0 | 0 | 0 | 2,304 |
| **SERVICES** | | | | |
| 5760 Special Program Expenditures | 0 | 0 | 22,295 | 22,295 |
| 5870 General Govt Service Charge | 3,842 | 5,000 | 5,000 | 5,000 |
| TOTAL SERVICES | 3,842 | 5,000 | 27,295 | 27,295 |
| FUND TOTAL | 3,842 | 5,000 | 27,295 | 29,599 |

City of Redlands
2015-2016
Adopted Budget

**DEPARTMENT/DIVISION**
TRAFFIC SIGNALS FUND

**FUND**
TRAFFIC SIGNALS FUND

**ORGKEY**
253400

| | 2013-14 ACTUAL (AUDITED) | 2014-15 ADJUSTED BUDGET | 2014-15 12 MONTH ESTIMATED | 2015-16 COUNCIL ADOPTED |
|---|---|---|---|---|
| **SERVICES** | | | | |
| 5760 Special Program Expenditures | 0 | 0 | 15,000 | 15,000 |
| 5870 General Govt Service Charge | 1,667 | 2,000 | 2,000 | 2,000 |
| TOTAL SERVICES | 1,667 | 2,000 | 17,000 | 17,000 |
| FUND TOTAL | 1,667 | 2,000 | 17,000 | 17,000 |

City of Redlands
2015-2016
Adopted Budget

**DEPARTMENT/DIVISION**
FREEWAY INTERCHANGES

**FUND**
FREEWAY INTERCHANGES FUND

**ORGKEY**
254400

| | 2013-14 ACTUAL (AUDITED) | 2014-15 ADJUSTED BUDGET | 2014-15 12 MONTH ESTIMATED | 2015-16 COUNCIL ADOPTED |
|---|---|---|---|---|
| **SALARIES AND BENEFITS** | | | | |
| 4000 Full Time Salaries | 0 | 0 | 0 | 12,990 |
| 4015 Banked Leave Buy Back | 0 | 0 | 0 | 300 |
| 4050 Pension Contributions | 0 | 0 | 0 | 2,462 |
| 4051 Fica/Medicare | 0 | 0 | 0 | 939 |
| 4053 Deferred Compensation | 0 | 0 | 0 | 275 |
| 4055 Health/Dental Insurance | 0 | 0 | 0 | 949 |
| 4058 Unemployment Insurance | 0 | 0 | 0 | 48 |
| 4059 Life Insurance | 0 | 0 | 0 | 7 |
| 4081 Eyecare Reimbursement | 0 | 0 | 0 | 25 |
| 4085 Other Taxable Benefits | 0 | 0 | 0 | 101 |
| TOTAL SALARIES AND BENEFITS | 0 | 0 | 0 | 18,096 |
| **SERVICES** | | | | |
| 5760 Special Program Expenditures | 0 | 0 | 3,721 | 0 |
| 5870 General Govt Service Charge | 6,645 | 4,500 | 4,500 | 4,500 |
| TOTAL SERVICES | 6,645 | 4,500 | 8,221 | 4,500 |
| **FIXED ASSETS** | | | | |
| 7150 Other Betterments/Improvement | 0 | 0 | 0 | 1,012,900 |
| TOTAL FIXED ASSETS | 0 | 0 | 0 | 1,012,900 |
| FUND TOTAL | 6,645 | 4,500 | 8,221 | 1,035,496 |

City of Redlands
2015-2016
Adopted Job Ledger Budget

**Department**
Municipal Utilities & Engineering

**Fund**
Freeway Interchanges

**Orgkey**
254400

| Job Ledger No. | Project/Program Description | FY 2015 12-Month Estimate | FY 2016 Budget Request |
|---|---|---|---|
| Unassigned | University Ramp | 8,221 | 1,035,496 |
| | TOTALS | $8,221 | $1,035,496 |

City of Redlands
2015-2016
Adopted Budget

**DEPARTMENT/DIVISION**
STORM DRAIN CONSTRUCTION

**FUND**
STORM DRAIN CONSTRUCTION FUND

**ORGKEY**
405400

| | 2013-14 ACTUAL (AUDITED) | 2014-15 ADJUSTED BUDGET | 2014-15 12 MONTH ESTIMATED | 2015-16 COUNCIL ADOPTED |
|---|---|---|---|---|
| **SALARIES AND BENEFITS** | | | | |
| 4000 Full Time Salaries | 32,546 | 35,480 | 22,984 | 25,080 |
| 4010 Overtime Salaries | 88 | 0 | 66 | 0 |
| 4015 Banked Leave Buy Back | 0 | 819 | 7,240 | 579 |
| 4050 Pension Contributions | 6,542 | 7,451 | 4,240 | 4,752 |
| 4051 Fica/Medicare | 2,182 | 2,490 | 1,821 | 1,966 |
| 4053 Deferred Compensation | 584 | 605 | 172 | 215 |
| 4055 Health/Dental Insurance | 3,770 | 3,729 | 2,031 | 2,034 |
| 4058 Unemployment Insurance | 80 | 130 | 46 | 109 |
| 4059 Life Insurance | 18 | 19 | 19 | 16 |
| 4081 Eyecare Reimbursement | 0 | 68 | 68 | 56 |
| 4085 Other Taxable Benefits | 616 | 45 | 45 | 38 |
| TOTAL SALARIES AND BENEFITS | 46,426 | 50,834 | 38,732 | 34,845 |
| **SERVICES** | | | | |
| 5190 Other Professional Services | 151,358 | 0 | 225,000 | 225,000 |
| 5270 Printing and Binding | 0 | 0 | 169 | 0 |
| 5275 Postage | 0 | 0 | 26 | 0 |
| 5280 Advertising | 0 | 0 | 374 | 0 |
| 5870 General Govt Service Charge | 10,445 | 15,082 | 15,082 | 15,082 |
| 5880 Special Contractual Services | 0 | 0 | 17,671 | 0 |
| TOTAL SERVICES | 161,803 | 15,082 | 258,322 | 240,082 |
| **SUPPLIES** | | | | |
| 6210 Repair/Maintenance Supplies | 3,120 | 0 | 1,701 | 0 |
| TOTAL SUPPLIES | 3,120 | 0 | 1,701 | 0 |
| **FIXED ASSETS** | | | | |
| 7240 Storm Drain Construction | 0 | 153,669 | 240,643 | 0 |
| TOTAL FIXED ASSETS | 0 | 153,669 | 240,643 | 0 |
| FUND TOTAL | 211,349 | 219,585 | 539,398 | 274,927 |

City of Redlands
2015-2016
Adopted Job Ledger Budget

**Department**
Municipal Utilities & Engineering

**Fund**
Storm Drain Construction

**Orgkey**
405400

| Job Ledger No. | Project/Program Description | FY 2015 12-Month Estimate | FY 2016 Budget Request |
|---|---|---|---|
| 48033 | Storm Drain Improvements | 149,015 | 0 |
| 48034 | Opal Basin Construction Project | 207,656 | 248,816 |
| 48035 | Storm Drain Master Plan | 25,026 | 12,695 |
| 48038 | Orange Street Alley Park Storm Drain | 157,701 | 13,416 |
| | TOTALS | $539,398 | $274,927 |

# City of Redlands
# 2015-2016
# Adopted Budget

## Municipal Utilities and Engineering
## Water

### Program Description:

The Water Utility produces and distributes water to over 21,500 customers within its service area. In general, the service area includes the City of Redlands, unincorporated areas of the County (Mentone and Crafton areas), as well as the San Bernardino County Donut Hole area. The water utility operates and maintains over 400 miles of pipelines, approximately 3,000 fire hydrants, 18 reservoirs, two surface water treatment plants, one perchlorate treatment plant, 21 active potable and non-potable groundwater production wells, and 14 booster station facilities.

The water budget includes all related operations, including production, treatment and distribution, regulatory compliance, non-potable water operations, utility billing services, and water conservation.

### Program Objectives:

- Provide adequate drinking water supply that conforms to all water quality requirements
- Provide aesthetically pleasing drinking water
- Deliver water at an economical rate that is sufficient to recover the cost associated with providing the service
- Publish an annual consumer confidence report to customers to educate the public on the drinking water quality and water sources
- Increase public water conservation awareness
- Provide excellent customer service

### Significant Program Changes:

In 2012-13, the City Council adopted a water conservation rebate program aimed at assisting customers to reduce their water consumption. This program includes rebates for high efficiency toilets and clothes washers, smart irrigation timers, and turf replacements to name a few. With the passage of the 2009 Water Conservation Act the City is required to reduce its water consumption by 20 percent by 2020, this rebate program is intended to assist the City in meeting that goal.

### Accomplishments for Fiscal Year 2014-2015:

- Nearly 3.5 miles of deteriorated water distribution mains have been, or are being installed Rehabilitated Agate, Ward Way, reservoir and booster pump.
- This fiscal year the City has completed over $280,000 worth of pre-inspections for the Water Efficiency Rebate Program and finalized over $80,000 in rebates. Rebates have been given for over 45,000 square feet of turf converted, totaling 4 million gallons of water saved per year. Rebates for high efficiency sprinklers, toilets, washers, and weather based irrigation controllers have also been given. Additionally, the department has been working with water purveyors in the region on a regional wide water conservation campaign "iEfficient." Finally, the design for a recycled water reservoir was completed and will be constructed in FY 2015-2016.

City of Redlands
2015-2016
Adopted Budget

**DEPARTMENT/DIVISION**
WATER

**FUND**
WATER FUND

**ORGKEY**
501403

| | 2013-14 ACTUAL (AUDITED) | 2014-15 ADJUSTED BUDGET | 2014-15 12 MONTH ESTIMATED | 2015-16 COUNCIL ADOPTED |
|---|---|---|---|---|
| **SALARIES AND BENEFITS** | | | | |
| 4000 Full Time Salaries | 3,267,052 | 3,574,051 | 3,228,966 | 3,659,331 |
| 4005 Salaries: Part Time | 32,785 | 45,165 | 55,503 | 24,088 |
| 4010 Overtime Salaries | 208,501 | 175,000 | 162,335 | 185,000 |
| 4012 Stand By | 55,380 | 50,000 | 50,000 | 60,000 |
| 4015 Banked Leave Buy Back | 85,303 | 73,879 | 115,603 | 84,446 |
| 4016 Compensated Absences | 108,623 | 0 | 0 | 0 |
| 4050 Pension Contributions | 692,761 | 661,323 | 584,963 | 693,443 |
| 4051 Fica/Medicare | 276,938 | 298,539 | 276,610 | 307,929 |
| 4053 Deferred Compensation | 12,434 | 12,240 | 11,452 | 11,544 |
| 4055 Health/Dental Insurance | 673,642 | 650,120 | 664,687 | 698,138 |
| 4056 Worker's Comp Insurance | 121,652 | 294,983 | 294,983 | 367,344 |
| 4057 Disability Insurance | 27,648 | 31,521 | 25,670 | 29,436 |
| 4058 Unemployment Insurance | 23,192 | 25,819 | 23,106 | 27,134 |
| 4059 Life Insurance | 3,359 | 3,748 | 3,341 | 3,838 |
| 4080 Vehicle Allowance | 0 | 0 | 448 | 0 |
| 4081 Eyecare Reimbursement | 5,747 | 13,386 | 13,386 | 13,707 |
| 4082 Clothing Allowance | 11,911 | 8,143 | 8,143 | 8,091 |
| 4083 Uniform Rental | 15,164 | 0 | 18,393 | 18,393 |
| 4084 Clothing Cash Payment | 640 | 1,167 | 1,167 | 1,167 |
| 4085 Other Taxable Benefits | 21,837 | 11,048 | 22,674 | 27,246 |
| TOTAL SALARIES AND BENEFITS | 5,644,569 | 5,930,132 | 5,561,429 | 6,220,275 |
| **SERVICES** | | | | |
| 5103 Software Support/Development | 3,674 | 5,000 | 5,000 | 100,000 |
| 5104 Hardware Maint/Replace | 3,463 | 0 | 11,500 | 11,500 |
| 5140 Legal Services | 2,028 | 0 | 0 | 0 |
| 5141 Settlements/Judgements | 34,523 | 0 | 0 | 0 |
| 5142 City Attorney Legal Service | 31,456 | 33,000 | 35,000 | 35,000 |
| 5180 Medical/Physicals | 810 | 2,000 | 2,000 | 1,500 |
| 5190 Other Professional Services | 584,656 | 668,106 | 145,000 | 150,000 |
| 5240 Meeting & Professional Devlpmt | 699 | 5,000 | 3,200 | 3,500 |

City of Redlands
2015-2016
Adopted Budget

**DEPARTMENT/DIVISION**
WATER

**FUND**
WATER FUND

**ORGKEY**
501403

| | 2013-14 ACTUAL (AUDITED) | 2014-15 ADJUSTED BUDGET | 2014-15 12 MONTH ESTIMATED | 2015-16 COUNCIL ADOPTED |
|---|---|---|---|---|
| **SERVICES (CONT)** | | | | |
| 5255 Travel Expense Reimbursement | 4,268 | 2,000 | 2,000 | 3,500 |
| 5270 Printing and Binding | 13,255 | 30,045 | 17,500 | 32,500 |
| 5275 Postage | 6,889 | 1,300 | 17,050 | 11,500 |
| 5280 Advertising | 5,297 | 5,000 | 5,643 | 10,000 |
| 5300 Water, Sewer, Disposal | 4,310 | 5,000 | 7,500 | 7,500 |
| 5301 City Water | 420,914 | 430,000 | 430,000 | 430,000 |
| 5303 Telephone | 43,183 | 35,000 | 47,200 | 47,400 |
| 5310 Electricity & Gas | 356,150 | 400,000 | 375,000 | 400,000 |
| 5312 Electric Service: Facility Ops | 1,877,646 | 2,250,000 | 2,322,000 | 2,327,000 |
| 5314 Gas Service: Facility Ops | 684 | 2,000 | 2,000 | 1,500 |
| 5317 Service for Facility Ops | 22,981 | 98,808 | 40,000 | 40,000 |
| 5318 Energy for Treatment | 57,810 | 95,000 | 62,000 | 62,000 |
| 5320 Janitorial Services | 4,545 | 7,000 | 3,600 | 7,000 |
| 5340 Office Equipment Maintenance | 0 | 2,000 | 0 | 0 |
| 5350 Building/Grounds Maintenance | 3,460 | 2,000 | 2,000 | 5,000 |
| 5360 Machinery & Equip Maint | 14,220 | 50,000 | 20,000 | 30,000 |
| 5365 Vehicle Maintenance | 659 | 0 | 200 | 1,500 |
| 5392 License & Permits | 236,614 | 250,000 | 255,000 | 255,000 |
| 5395 Info Technology Services Charge | 243,068 | 391,572 | 391,572 | 380,952 |
| 5396 City Garage Charges | 368,740 | 710,000 | 710,000 | 640,607 |
| 5451 Retiree Health Insurance | 1,115,412 | 225,000 | 400,000 | 400,000 |
| 5510 Land and Building Rent | 2,009 | 3,000 | 2,143 | 4,000 |
| 5570 Office Equip & Furn Rent | 7,954 | 33,000 | 9,900 | 5,000 |
| 5580 Communications Svs & Rental | 0 | 2,000 | 0 | 0 |
| 5590 Other Rentals | 20,910 | 60,000 | 8,071 | 20,000 |
| 5710 Street Repairs | 0 | 450,000 | 450,000 | 300,000 |
| 5720 Taxes | 4,261 | 0 | 7,268 | 750 |
| 5722 Penalties and Interest | 67 | 0 | 50 | 0 |
| 5730 Stock Assessment | 621,614 | 625,000 | 675,000 | 675,000 |
| 5760 Special Program Expenditures | 5,706 | 100,000 | 45,000 | 100,000 |
| 5765 Conservation Rebates | 13,689 | 150,000 | 150,000 | 65,000 |
| 5800 Subscriptions & Memberships | 5,369 | 6,500 | 4,921 | 7,500 |

City of Redlands
2015-2016
Adopted Budget

**DEPARTMENT/DIVISION**
WATER

**FUND**
WATER FUND

**ORGKEY**
501403

| | 2013-14 ACTUAL (AUDITED) | 2014-15 ADJUSTED BUDGET | 2014-15 12 MONTH ESTIMATED | 2015-16 COUNCIL ADOPTED |
|---|---|---|---|---|
| **SERVICES (CONT)** | | | | |
| 5840 Training | 19,890 | 50,000 | 12,700 | 42,000 |
| 5870 General Govt Service Charge | 1,144,054 | 1,134,971 | 1,134,971 | 1,350,000 |
| 5880 Special Contractual Services | 48,237 | 145,000 | 145,000 | 25,000 |
| 5890 Landfill Tipping Charges | 840 | 2,500 | 0 | 0 |
| 5898 State Mandated Fees | 1,250 | 2,000 | 2,000 | 2,000 |
| 5950 Bad Debt Expense | 31,089 | 0 | 0 | 0 |
| 5980 Billing Services | 437,500 | 450,000 | 450,000 | 450,000 |
| 5995 Depreciation Expense | 2,304,643 | 0 | 0 | 0 |
| TOTAL SERVICES | 10,130,496 | 8,918,802 | 8,408,989 | 8,440,709 |
| **SUPPLIES** | | | | |
| 6100 Purchased Water | 150,000 | 300,000 | 3,929 | 300,500 |
| 6120 Chemical & Lab Supplies | 519,077 | 625,000 | 550,000 | 550,000 |
| 6130 Books & Supplies | 731 | 2,000 | 0 | 2,000 |
| 6140 Office Supplies | 22,955 | 15,000 | 15,000 | 20,750 |
| 6145 Awards/Recognition Program | 0 | 3,000 | 3,000 | 3,000 |
| 6160 Medical Supplies | 0 | 15,000 | 0 | 0 |
| 6180 Turnouts/Uniforms/Sfty Clothing | 30,183 | 70,000 | 35,010 | 35,010 |
| 6210 Repair/Maintenance Supplies | 1,497,211 | 1,104,177 | 740,457 | 883,000 |
| 6310 Janitorial Supplies | 5,927 | 5,000 | 3,000 | 5,000 |
| 6375 Computer Components | 3,807 | 10,000 | 9,750 | 21,000 |
| 6410 Motor Vehicle Supplies | 4,353 | 25,000 | 8,000 | 7,500 |
| 6470 Steel | 0 | 6,500 | 0 | 0 |
| 6500 Office Equipment & Furniture | 11,076 | 10,000 | 9,217 | 3,500 |
| 6510 Small Tools & Equipment | 53,896 | 80,000 | 80,000 | 63,000 |
| 6560 Food | 1,809 | 4,000 | 4,000 | 4,500 |
| 6570 Water Meters & Fittings | 0 | 750,000 | 750,000 | 400,000 |
| 6590 Special Departmental Supplies | 34,823 | 20,000 | 100,000 | 100,000 |
| TOTAL SUPPLIES | 2,335,848 | 3,044,677 | 2,311,363 | 2,398,760 |

City of Redlands
2015-2016
Adopted Budget

**DEPARTMENT/DIVISION**
WATER

**FUND**
WATER FUND

**ORGKEY**
501403

| | 2013-14 ACTUAL (AUDITED) | 2014-15 ADJUSTED BUDGET | 2014-15 12 MONTH ESTIMATED | 2015-16 COUNCIL ADOPTED |
|---|---|---|---|---|
| **FIXED ASSETS** | | | | |
| 7060 Office Furniture | 0 | 0 | 4,672 | 28,000 |
| 7100 Motor Vehicles | 362,274 | 430,000 | 430,000 | 0 |
| 7140 All Other Equipment | 0 | 235,000 | 235,000 | 20,000 |
| 7150 Other Betterments/Improvement | 0 | 0 | 15,515 | 250,000 |
| 7340 Purchase Water Shares | 300,000 | 0 | 0 | 0 |
| 7700 Water Facilities | 0 | 0 | 40,000 | 0 |
| TOTAL FIXED ASSETS | 662,274 | 665,000 | 725,187 | 298,000 |
| FUND TOTAL | 18,773,187 | 18,558,611 | 17,006,968 | 17,357,744 |

City of Redlands
2015-2016
Adopted Job Ledger Budget

**Department**
Municipal Utilities & Engineering

**Fund**
Water

**Orgkey**
501403

| Job Ledger No. | Project/Program Description | FY 2015 12-Month Estimate | FY 2016 Budget Request |
|---|---|---|---|
| 71001 | Water Admin & General | 3,245,920 | 3,381,578 |
| 71010 | Water Engineering | 789,459 | 792,100 |
| 71020 | Water Production & Operation - General | 4,657,401 | 4,676,294 |
| 71024 | Water Production Maintenance | 2,031,704 | 2,057,061 |
| 71032 | Water Treatment - HTWTP | 549,827 | 588,909 |
| 71034 | Water Treatment - HHWTP | 782,621 | 797,809 |
| 71040 | Water Quality - General | 501,028 | 549,963 |
| 71060 | Water Distribution - General | 4,269,457 | 4,268,637 |
| 71090 | Water Conservation Program | 97,551 | 158,393 |
| 71114 | 'B' Contract (Reimbursable) | 72,000 | 77,000 |
| 71115 | 'B' Contract (City) | 5,000 | 5,000 |
| 71116 | South Mountain Water (Reimbursable) | 5,000 | 5,000 |
| | TOTALS | $17,006,968 | $17,357,744 |

City of Redlands
2015-2016
Adopted Budget

**DEPARTMENT/DIVISION**
WATER PROJECTS

**FUND**
WATER PROJECTS FUND

**ORGKEY**
503403

| | 2013-14 ACTUAL (AUDITED) | 2014-15 ADJUSTED BUDGET | 2014-15 12 MONTH ESTIMATED | 2015-16 COUNCIL ADOPTED |
|---|---|---|---|---|
| **SALARIES AND BENEFITS** | | | | |
| 4000 Full Time Salaries | 25,529 | 0 | 4,573 | 0 |
| 4010 Overtime Salaries | 202 | 0 | 0 | 0 |
| 4012 Stand By | 34 | 0 | 135 | 0 |
| 4050 Pension Contributions | 4,675 | 0 | 749 | 0 |
| 4051 Fica/Medicare | 1,995 | 0 | 359 | 0 |
| 4055 Health/Dental Insurance | 2,103 | 0 | 1,083 | 0 |
| 4057 Disability Insurance | 206 | 0 | 42 | 0 |
| 4058 Unemployment Insurance | 556 | 0 | 26 | 0 |
| 4059 Life Insurance | 28 | 0 | 4 | 0 |
| 4085 Other Taxable Benefits | 472 | 0 | 0 | 0 |
| TOTAL SALARIES AND BENEFITS | 35,800 | 0 | 6,971 | 0 |
| **SERVICES** | | | | |
| 5110 Architect & Engineer | 285,347 | 0 | 21,735 | 0 |
| 5141 Settlements/Judgements | 0 | 0 | 805,812 | 0 |
| 5190 Other Professional Services | 584,617 | 75,000 | 106,474 | 75,000 |
| 5270 Printing and Binding | 1,706 | 0 | 786 | 0 |
| 5275 Postage | 2,921 | 0 | 0 | 0 |
| 5280 Advertising | 0 | 0 | 392 | 0 |
| 5392 License & Permits | 882 | 0 | 7,845 | 0 |
| TOTAL SERVICES | 875,473 | 75,000 | 943,044 | 75,000 |
| **SUPPLIES** | | | | |
| 6210 Repair/Maintenance Supplies | 81,752 | 190,000 | 48,874 | 390,000 |
| TOTAL SUPPLIES | 81,752 | 190,000 | 48,874 | 390,000 |
| **FIXED ASSETS** | | | | |
| 7140 All Other Equipment | 0 | 12,372 | 0 | 0 |

City of Redlands
2015-2016
Adopted Budget

**DEPARTMENT/DIVISION**
WATER PROJECTS

**FUND**
WATER PROJECTS FUND

**ORGKEY**
503403

| | 2013-14 ACTUAL (AUDITED) | 2014-15 ADJUSTED BUDGET | 2014-15 12 MONTH ESTIMATED | 2015-16 COUNCIL ADOPTED |
|---|---|---|---|---|
| **FIXED ASSETS (CONT)** | | | | |
| 7270 Building Construction | 83,310 | 0 | 7,707 | 0 |
| 7700 Water Facilities | 11,754,784 | 9,055,526 | 10,122,568 | 5,300,000 |
| TOTAL FIXED ASSETS | 11,838,094 | 9,067,898 | 10,130,275 | 5,300,000 |
| FUND TOTAL | 12,831,119 | 9,332,898 | 11,129,163 | 5,765,000 |

City of Redlands
2015-2016
Adopted Job Ledger Budget

**Department**
Municipal Utilities & Engineering

**Fund**
Water Projects

**Orgkey**
503403

| Job Ledger No. | Project/Program Description | FY 2015 12-Month Estimate | FY 2016 Budget Request |
|---|---|---|---|
| 71204 | Hinckley Improvements (Construction) | 250,000 | 0 |
| 71207 | Dearborn Reservoir Roof Rehabilitation | 3,449 | 0 |
| 71210 | REES Treatment Plant Ops (LMC) - Lockheed | 5,191 | 5,000 |
| 71215 | Well 38/39 Treatment (LMC) | 0 | 5,000 |
| 71216 | Well Orange/Church Treatment (LMC) | 0 | 5,000 |
| 71228 | Fifth Avenue Pipeline Replacement | 21,408 | |
| 71234 | Brookside Water Pipeline | 113,227 | 0 |
| 71236 | Recycled Water Engineering Report Drawings | 2,687 | 0 |
| 71242 | Texas Nonpotable Reservoir | 18,296 | 0 |
| 71244 | Valve Replacements | 2,098 | 0 |
| 71246 | Water System Assessment | 9,260 | 0 |
| 71247 | Mira Monte Pipeline Replacement | 13,413 | 0 |
| 71248 | IT Server Building (Wtr) | 13,150 | 0 |
| 71250 | B-Contract Pipeline | 3,442 | 0 |
| 71251 | 2013 Water CIP, Phase II | 2,561,567 | 0 |
| 71252 | Agate 1 Well Rehabilitation | 141,548 | 0 |
| 71253 | Fern & San Timoteo Pipeline | 132,123 | 0 |
| 71254 | Rate Study 2014 | 118,597 | 0 |
| 71255 | Ward Way Rehabilitation | 700,150 | 0 |
| 71257 | 2014 Pipeline Replacement | 3,500,000 | 0 |
| 71305 | SCADA System Upgrades | 150,269 | 300,000 |
| 71307 | Water Production Annual Replacement | 150,000 | 500,000 |
| 71308 | Water System Improvements | 150,000 | 750,000 |
| 71325 | Highline (Phase 1, North) | 774,384 | 0 |
| 71365 | Utilities Building Improvements | 50,000 | 375,000 |
| 71385 | Master Planning and Studies | 19,092 | 75,000 |
| 71391 | TCP/DBCP Case | 805,812 | 0 |
| Unassigned | 2015 CIP Replacements | 0 | 3,000,000 |
| Unassigned | Garnet Bridge Pipeline | 0 | 250,000 |
| Unassigned | Reservoir Rehabilitation - Crafton | 0 | 500,000 |
| Unassigned | Hinckley WTP - Generator | 70,000 | 0 |
| Unassigned | Non-Potable Colton & Sixth | 1,350,000 | 0 |
| | TOTALS | $11,129,163 | $5,765,000 |

City of Redlands
2015-2016
Adopted Budget

**DEPARTMENT/DIVISION**
WATER DEBT SERVICE

**FUND**
WATER DEBT SERVICE FUND

**ORGKEY**
506403

| | 2013-14 ACTUAL (AUDITED) | 2014-15 ADJUSTED BUDGET | 2014-15 12 MONTH ESTIMATED | 2015-16 COUNCIL ADOPTED |
|---|---|---|---|---|
| **SERVICES** | | | | |
| 5030 Fiscal Agent Fees | 2,012 | 3,000 | 3,000 | 3,000 |
| 5190 Other Professional Services | 0 | 1,000 | 1,000 | 1,000 |
| TOTAL SERVICES | 2,012 | 4,000 | 4,000 | 4,000 |
| **DEBT SERVICE** | | | | |
| 8100 Principal | 0 | 2,099,209 | 2,099,209 | 1,876,756 |
| 8200 Interest | 353,590 | 389,332 | 389,332 | 343,477 |
| TOTAL DEBT SERVICE | 353,590 | 2,488,541 | 2,488,541 | 2,220,233 |
| FUND TOTAL | 355,602 | 2,492,541 | 2,492,541 | 2,224,233 |

City of Redlands
2015-2016
Adopted Budget

**DEPARTMENT/DIVISION**
SOURCE ACQUISITION

**FUND**
SOURCE ACQUISITION FUND

**ORGKEY**
508403

| | 2013-14 ACTUAL (AUDITED) | 2014-15 ADJUSTED BUDGET | 2014-15 12 MONTH ESTIMATED | 2015-16 COUNCIL ADOPTED |
|---|---|---|---|---|
| **FIXED ASSETS** | | | | |
| 7340 Purchase Water Shares | 0 | 300,000 | 300,000 | 0 |
| TOTAL FIXED ASSETS | 0 | 300,000 | 300,000 | 0 |
| FUND TOTAL | 9 | 300,000 | 300,000 | 0 |

City of Redlands
2015-2016
Adopted Budget

**DEPARTMENT/DIVISION**
WATER CAPITAL IMPROVEMENT

**FUND**
WATER CAPITAL IMPROVEMENT FUND

**ORGKEY**
509403

| | 2013-14 ACTUAL (AUDITED) | 2014-15 ADJUSTED BUDGET | 2014-15 12 MONTH ESTIMATED | 2015-16 COUNCIL ADOPTED |
|---|---|---|---|---|
| **SERVICES** | | | | |
| 5760 Special Program Expenditures | 0 | 0 | 20,000 | 20,000 |
| TOTAL SERVICES | 0 | 0 | 20,000 | 20,000 |
| **FIXED ASSETS** | | | | |
| 7700 Water Facilities | 0 | 0 | 197,651 | 0 |
| TOTAL FIXED ASSETS | 0 | 0 | 197,651 | 0 |
| **DEBT SERVICE** | | | | |
| 8200 Interest | 225 | 0 | 0 | 0 |
| TOTAL DEBT SERVICE | 225 | 0 | 0 | 0 |
| FUND TOTAL | 225 | 0 | 217,651 | 20,000 |

# City of Redlands
# 2015-2016
# Adopted Budget

## Municipal Utilities and Engineering
## Wastewater

Program Description:

The Wastewater Utility collects sewage from approximately 18,000 customers within the service area. In general, the service area includes the City of Redlands, unincorporated areas of the County (Mentone and Crafton areas), as well as the San Bernardino County Donut Hole area. The Wastewater Utility includes the operation and maintenance of approximately 240 miles of sewer main, a sewer lift station, and a wastewater treatment plant. The wastewater treatment plant includes a water quality laboratory where routine regulatory compliance tests are performed.

The wastewater budget includes all wastewater related operations, including sewer collection system maintenance, sewage treatment and disposal, recycled water system operation and maintenance, laboratory operations and wastewater regulatory compliance.

Program Objectives:

- Provide adequate wastewater collection and treatment facilities that provide reliable service
- Provide wastewater collection and treatment services at an economical rate that is sufficient to recover the cost associated with providing the service
- Perform field inspection of collection system facilities to proactively identify and program sewer system facility rehabilitation or replacement capital projects
- Clean and maintain sewer collection system mains annually with the entire system completed within a three year period
- Reduce the potential for Sanitary Sewer System Overflows and provide a 24 hour-7day Emergency Response Team
- Educate the residents and business on the problems associated with Fats, Oils and Grease (FOG) sewage disposal and implement FOG reduction program
- Provide a regulatory compliance program and pretreatment program for significant industrial dischargers
- Meet sewage treatment, discharge requirements and recycled water service regulatory requirements
- Provide excellent customer service

Accomplishments for Fiscal Year 2014-2015:

- Replaced nearly 1/2 mile of sewer line

City of Redlands
2015-2016
Adopted Budget

**DEPARTMENT/DIVISION**
SEWER SERVICE

**FUND**
SEWER SERVICE FUND

**ORGKEY**
521402

| | 2013-14 ACTUAL (AUDITED) | 2014-15 ADJUSTED BUDGET | 2014-15 12 MONTH ESTIMATED | 2015-16 COUNCIL ADOPTED |
|---|---|---|---|---|
| **SALARIES AND BENEFITS** | | | | |
| 4000 Full Time Salaries | 1,764,275 | 1,944,881 | 1,691,021 | 2,061,341 |
| 4005 Salaries: Part Time | 9,212 | 15,055 | 41,778 | 12,044 |
| 4010 Overtime Salaries | 76,153 | 35,000 | 65,000 | 70,000 |
| 4012 Stand By | 20,478 | 30,000 | 22,000 | 25,000 |
| 4015 Banked Leave Buy Back | 68,118 | 37,968 | 87,725 | 47,569 |
| 4016 Compensated Absences | (32,916) | 0 | 0 | 0 |
| 4050 Pension Contributions | 378,929 | 359,694 | 307,743 | 390,624 |
| 4051 Fica/Medicare | 146,529 | 157,523 | 144,976 | 169,755 |
| 4053 Deferred Compensation | 8,847 | 7,464 | 6,497 | 8,462 |
| 4055 Health/Dental Insurance | 348,797 | 357,897 | 347,106 | 372,615 |
| 4056 Worker's Comp Insurance | 26,381 | 26,237 | 26,237 | 32,673 |
| 4057 Disability Insurance | 13,184 | 14,763 | 12,716 | 15,139 |
| 4058 Unemployment Insurance | 11,458 | 13,645 | 13,876 | 14,561 |
| 4059 Life Insurance | 1,772 | 1,981 | 1,727 | 2,063 |
| 4080 Vehicle Allowance | 0 | 0 | 200 | 200 |
| 4081 Eyecare Reimbursement | 3,491 | 7,034 | 7,034 | 7,369 |
| 4082 Clothing Allowance | 3,030 | 4,020 | 2,880 | 3,275 |
| 4084 Clothing Cash Payment | 650 | 1,000 | 530 | 1,000 |
| 4085 Other Taxable Benefits | 12,672 | 8,951 | 15,166 | 15,180 |
| TOTAL SALARIES AND BENEFITS | 2,861,060 | 3,023,112 | 2,794,211 | 3,248,868 |
| **SERVICES** | | | | |
| 5103 Software Support/Development | 477 | 100,500 | 100,000 | 120,000 |
| 5104 Hardware Maint/Replace | 0 | 0 | 3,500 | 0 |
| 5141 Settlements/Judgements | 10,000 | 0 | 0 | 1,250,000 |
| 5142 City Attorney Legal Service | 9,437 | 10,000 | 10,500 | 11,000 |
| 5180 Medical/Physicals | 335 | 0 | 500 | 500 |
| 5190 Other Professional Services | 127,159 | 134,243 | 130,850 | 93,500 |
| 5240 Meeting & Professional Devlpmt | 15 | 4,000 | 200 | 5,000 |
| 5255 Travel Reimbursement | 3,584 | 2,600 | 2,600 | 3,000 |
| 5270 Printing and Binding | 3,140 | 7,000 | 1,650 | 450 |

City of Redlands
2015-2016
Adopted Budget

**DEPARTMENT/DIVISION**
SEWER SERVICE

**FUND**
SEWER SERVICE FUND

**ORGKEY**
521402

| | 2013-14 ACTUAL (AUDITED) | 2014-15 ADJUSTED BUDGET | 2014-15 12 MONTH ESTIMATED | 2015-16 COUNCIL ADOPTED |
|---|---|---|---|---|
| **SERVICES (CONT)** | | | | |
| 5275 Postage | 7,024 | 8,425 | 1,000 | 1,700 |
| 5280 Advertising | 850 | 1,100 | 1,500 | 1,500 |
| 5300 Water, Sewer, Disposal | 4,122 | 5,000 | 6,000 | 6,000 |
| 5303 Telephone | 29,230 | 36,600 | 26,500 | 9,800 |
| 5312 Electric Service: Facility Ops | 725,718 | 650,000 | 680,000 | 700,000 |
| 5313 Heating/AC Service Contract | 0 | 80,000 | 0 | 0 |
| 5317 Service for Facility Ops | 0 | 0 | 1,000 | 1,500 |
| 5320 Janitorial Services | 5,325 | 17,400 | 4,200 | 4,500 |
| 5340 Office Equipment Maintenance | 0 | 1,000 | 0 | 500 |
| 5350 Building/Grounds Maintenance | 0 | 1,500 | 0 | 5,000 |
| 5360 Machinery & Equip Maint | 23,478 | 34,500 | 12,525 | 14,000 |
| 5392 License & Permits | 76,585 | 123,500 | 75,000 | 75,000 |
| 5395 Info Technology Services Charge | 137,350 | 221,265 | 221,265 | 215,264 |
| 5396 City Garage Charges | 106,498 | 89,691 | 77,000 | 70,908 |
| 5451 Retiree Health Insurance | 633,773 | 400,000 | 400,000 | 400,000 |
| 5530 Clothing Linen Rent | 19,680 | 50,000 | 20,000 | 10,000 |
| 5570 Office Equip & Furn Rent | 2,347 | 16,000 | 2,929 | 2,600 |
| 5590 Other Rentals | 997 | 1,000 | 6,500 | 9,000 |
| 5720 Taxes | 6,313 | 0 | 6,000 | 0 |
| 5722 Penalties & Interest | 36 | 0 | 6 | 0 |
| 5760 Special Program Expenditures | 0 | 0 | 9,000 | 0 |
| 5800 Subscriptions & Memberships | 13,022 | 12,350 | 14,700 | 9,900 |
| 5840 Training | 7,565 | 11,000 | 8,300 | 10,500 |
| 5870 General Govt Service Charge | 478,112 | 488,112 | 488,112 | 490,000 |
| 5880 Special Contractual Services | 324,535 | 366,500 | 315,600 | 318,000 |
| 5950 Bad Debt Expense | 15,275 | 0 | 0 | 0 |
| 5980 Billing Services | 131,250 | 145,000 | 145,000 | 145,000 |
| 5995 Depreciation Expense | 1,366,590 | 0 | 0 | 0 |
| TOTAL SERVICES | 4,269,822 | 3,018,286 | 2,771,937 | 3,984,122 |

City of Redlands
2015-2016
Adopted Budget

**DEPARTMENT/DIVISION**
SEWER SERVICE

**FUND**
SEWER SERVICE FUND

**ORGKEY**
521402

| | 2013-14 ACTUAL (AUDITED) | 2014-15 ADJUSTED BUDGET | 2014-15 12 MONTH ESTIMATED | 2015-16 COUNCIL ADOPTED |
|---|---|---|---|---|
| **SUPPLIES** | | | | |
| 6120 Chemical & Lab Supplies | 513,500 | 565,000 | 508,500 | 526,500 |
| 6130 Books & Supplies | 467 | 3,000 | 250 | 1,450 |
| 6140 Office Supplies | 23,371 | 10,000 | 12,900 | 1,500 |
| 6180 Turnouts/Uniforms/Sfty Clothing | 7,778 | 3,500 | 4,750 | 4,750 |
| 6210 Repair/Maintenance Supplies | 406,616 | 452,500 | 310,500 | 323,500 |
| 6310 Janitorial Supplies | 2,435 | 2,300 | 1,500 | 1,500 |
| 6375 Computer Components | 3,294 | 8,500 | 5,250 | 6,500 |
| 6500 Office Equipment & Furniture | 351 | 4,250 | 1,000 | 1,000 |
| 6510 Small Tools & Equipment | 2,109 | 7,500 | 5,000 | 10,500 |
| 6560 Food | 413 | 2,300 | 1,200 | 1,500 |
| 6590 Special Departmental Supplies | 8,652 | 3,000 | 5,800 | 30,000 |
| 6630 Audio-Visual Materials | 585 | 0 | 0 | 0 |
| TOTAL SUPPLIES | 969,571 | 1,061,850 | 856,650 | 908,700 |
| **FIXED ASSETS** | | | | |
| 7080 Computer Equipment | 7,087 | 17,500 | 17,500 | 7,500 |
| 7100 Motor Vehicles | 9,323 | 90,000 | 615,427 | 65,000 |
| 7140 All Other Equipment | 0 | 33,000 | 33,000 | 85,000 |
| 7600 Wastewater Facilities | 0 | 0 | 0 | 90,000 |
| 7745 Laboratory Equipment | 0 | 0 | 0 | 93,000 |
| TOTAL FIXED ASSETS | 16,410 | 140,500 | 665,927 | 340,500 |
| FUND TOTAL | 8,116,863 | 7,243,748 | 7,088,725 | 8,482,190 |

City of Redlands
2015-2016
Adopted Job Ledger Budget

**Department**
Municipal Utilities & Engineering

**Fund**
Sewer

**Orgkey**
521402

| Job Ledger No. | Project/Program Description | FY 2015 12-Month Estimate | FY 2016 Budget Request |
|---|---|---|---|
| 73001 | Wastewater Administration | 1,749,725 | 2,087,690 |
| 73010 | Wastewater Engineering | 450,000 | 555,500 |
| 73020 | Wastewater Treatment & Operations | 1,727,000 | 2,150,000 |
| 73034 | Wastewater Treatment Plant Maintenance | 1,582,000 | 1,850,000 |
| 73040 | Wastewater Quality Control | 650,000 | 775,000 |
| 73041 | Wastewater Industrial Waste Monitoring | 239,500 | 285,000 |
| 73060 | Wastewater Collection System - General | 490,750 | 525,000 |
| 73072 | Wastewater Joint Laboratory - Water | 175,250 | 225,000 |
| 73074 | Wastewater Joint Laboratory - Solid Waste | 24,500 | 29,000 |
| | TOTALS | $7,088,725 | $8,482,190 |

City of Redlands
2015-2016
Adopted Budget

**DEPARTMENT/DIVISION**
SEWER PROJECTS

**FUND**
SEWER PROJECTS FUND

**ORGKEY**
523402

| | 2013-14 ACTUAL (AUDITED) | 2014-15 ADJUSTED BUDGET | 2014-15 12 MONTH ESTIMATED | 2015-16 COUNCIL ADOPTED |
|---|---|---|---|---|
| **SERVICES** | | | | |
| 5190 Other Professional Services | 144,536 | 37,500 | 10,000 | 157,500 |
| 5270 Printing and Binding | 2,789 | 0 | 255 | 0 |
| 5275 Postage | 0 | 0 | 14 | 0 |
| 5880 Special Contractual Services | 0 | 37,500 | 10,000 | 237,500 |
| TOTAL SERVICES | 147,325 | 75,000 | 20,269 | 395,000 |
| **SUPPLIES** | | | | |
| 6210 Repair/Maintenance Supplies | 34,343 | 0 | 0 | 0 |
| TOTAL SUPPLIES | 34,343 | 0 | 0 | 0 |
| **FIXED ASSETS** | | | | |
| 7270 Building Construction | 37,219 | 0 | 5,799 | 0 |
| 7600 Wastewater Facilities | 810,847 | 2,084,253 | 2,294,295 | 2,577,000 |
| 7700 Water Facilities | 0 | 0 | 28,545 | 0 |
| TOTAL FIXED ASSETS | 848,066 | 2,084,253 | 2,328,639 | 2,577,000 |
| FUND TOTAL | 1,029,734 | 2,159,253 | 2,348,908 | 2,972,000 |

City of Redlands
2015-2016
Adopted Job Ledger Budget

**Department**
Municipal Utilities & Engineering

**Fund**
Sewer Projects

**Orgkey**
523402

| Job Ledger No. | Project/Program Description | FY 2015 12-Month Estimate | FY 2016 Budget Request |
|---|---|---|---|
| 73319 | Wastewater Replacement Program | 250,000 | 360,000 |
| 73365 | Utilities Building Improvements | 67,000 | 67,000 |
| 73385 | Master Planning and Study | 20,000 | 75,000 |
| 73406 | Wastewater System Assessment | 3,768 | 0 |
| 73408 | IT Server Building (WW) | 5,799 | 0 |
| 73409 | Local Collection Mains 2013 | 135,046 | 0 |
| 73410 | Wastewater Generator Replacement | 867,295 | 0 |
| 73412 | 2014 Sewer Line Replacement | 1,000,000 | 0 |
| Unassigned | Local Collection Mains 2016 | 0 | 1,000,000 |
| Unassigned | SCADA Computers | 0 | 100,000 |
| Unassigned | Blower Modification | 0 | 550,000 |
| Unassigned | Facility Improvement Evaluation | 0 | 120,000 |
| Unassigned | Digester 1 & 2 Cleaning & Evaluation | 0 | 200,000 |
| Unassigned | Headworks Grit & Improvement | 0 | 500,000 |
| | TOTALS | $2,348,908 | $2,972,000 |

City of Redlands
2015-2016
Adopted Budget

**DEPARTMENT/DIVISION**
SEWER DEBT SERVICE

**FUND**
SEWER DEBT SERVICE FUND

**ORGKEY**
526402

| | 2013-14 ACTUAL (AUDITED) | 2014-15 ADJUSTED BUDGET | 2014-15 12 MONTH ESTIMATED | 2015-16 COUNCIL ADOPTED |
|---|---|---|---|---|
| **SERVICES** | | | | |
| 5030 Fiscal Agent Fees | 2,013 | 2,500 | 2,500 | 2,500 |
| 5190 Other Professional Services | 0 | 1,000 | 1,000 | 1,000 |
| TOTAL SERVICES | 2,013 | 3,500 | 3,500 | 3,500 |
| **DEBT SERVICE** | | | | |
| 8100 Principal | 0 | 1,178,213 | 1,178,213 | 1,210,167 |
| 8200 Interest | 225,337 | 206,076 | 206,076 | 171,746 |
| TOTAL DEBT SERVICE | 225,337 | 1,384,289 | 1,384,289 | 1,381,913 |
| FUND TOTAL | 227,350 | 1,387,789 | 1,387,789 | 1,385,413 |

City of Redlands
2015-2016
Adopted Budget

**DEPARTMENT/DIVISION**
SEWER CAPITAL IMPROVEMENT

**FUND**
SEWER CAPITAL IMPROVEMENT FUND

**ORGKEY**
529402

| | 2013-14 ACTUAL (AUDITED) | 2014-15 ADJUSTED BUDGET | 2014-15 12 MONTH ESTIMATED | 2015-16 COUNCIL ADOPTED |
|---|---|---|---|---|
| **SERVICES** | | | | |
| 5760 Special Program Expenditures | 0 | 0 | 8,943 | 0 |
| TOTAL SERVICES | 0 | 0 | 8,943 | 0 |
| FUND TOTAL | 0 | 0 | 8,943 | 0 |

# City of Redlands
# 2015-2016
# Adopted Budget

## Municipal Utilities and Engineering
## Non-potable Water

**Program Description:**

The Non-potable Water Utility produces and distributes water to an increasing number of customers in an effort to preserve our precious water resources. In general, non-potable water is available in the eastern portion City's service area and other areas within the City. The City is always looking to increase the use of non-potable water and requires new developments to install non-potable water facilities when non-potable water is or will become available.

The non-potable water budget includes all water related operations, including water production and distribution and regulatory compliance.

**Program Objectives:**

- Provide adequate non-potable water supply that conforms with all water quality requirements and customer needs
- Deliver non-potable water at an economical rate that is sufficient to recover the cost associated with providing the service
- Increase public water conservation awareness
- Provide excellent customer service

**Accomplishments for Fiscal Year 2014-2015:**

- Installed 2 miles of non-potable water

City of Redlands
2015-2016
Adopted Budget

**DEPARTMENT/DIVISION**
NONPOTABLE WATER

**FUND**
NONPOTABLE WATER FUND

**ORGKEY**
541403

| | 2013-14 ACTUAL (AUDITED) | 2014-15 ADJUSTED BUDGET | 2014-15 12 MONTH ESTIMATED | 2015-16 COUNCIL ADOPTED |
|---|---|---|---|---|
| **SALARIES AND BENEFITS** | | | | |
| 4000 Full Time Salaries | 18,200 | 29,677 | 17,378 | 27,799 |
| 4010 Overtime Salaries | 532 | 0 | 375 | 0 |
| 4012 Stand By | 117 | 0 | 60 | 0 |
| 4015 Banked Leave Buy Back | 1,038 | 471 | 1,081 | 642 |
| 4050 Pension Contributions | 4,127 | 5,625 | 3,285 | 5,267 |
| 4051 Fica/Medicare | 1,491 | 2,303 | 1,311 | 1,928 |
| 4053 Deferred Compensation | 105 | 467 | 476 | 640 |
| 4055 Health/Dental Insurance | 1,180 | 1,480 | 951 | 1,084 |
| 4057 Disability Insurance | 76 | 111 | 65 | 100 |
| 4058 Unemployment Insurance | 20 | 152 | 38 | 100 |
| 4059 Life Insurance | 11 | 22 | 10 | 14 |
| 4081 Eyecare Reimbursement | 4 | 79 | 79 | 52 |
| 4082 Clothing Allowance | 50 | 27 | 5 | 5 |
| 4085 Other Taxable Benefits | 416 | 740 | 397 | 660 |
| TOTAL SALARIES AND BENEFITS | 27,367 | 41,153 | 25,511 | 38,291 |
| **SERVICES** | | | | |
| 5312 Electric Service: Facility Ops | 48,258 | 100,000 | 150,000 | 150,000 |
| 5395 Info Technology Services Charge | 0 | 13,000 | 13,000 | 13,000 |
| 5396 City Garage Charges | 0 | 10,000 | 10,000 | 8,898 |
| 5451 Retiree Health Insurance | 0 | 8,200 | 8,200 | 8,200 |
| 5870 General Govt Service Charge | 6,273 | 6,520 | 6,520 | 6,520 |
| TOTAL SERVICES | 54,531 | 137,720 | 187,720 | 186,618 |
| **SUPPLIES** | | | | |
| 6210 Repair/Maintenance Supplies | 0 | 0 | 3,500 | 0 |
| TOTAL SUPPLIES | 0 | 0 | 3,500 | 0 |
| FUND TOTAL | 81,898 | 178,873 | 216,731 | 224,909 |

City of Redlands
2015-2016
Adopted Job Ledger Budget

**Department**
Municipal Utilities & Engineering

**Fund**
Nonpotable Water

**Orgkey**
541403

| Job Ledger No. | Project/Program Description | FY 2015 12-Month Estimate | FY 2016 Budget Request |
|---|---|---|---|
| 74001 | Nonpotable Admin & General | 61,320 | 60,982 |
| 74020 | Nonpotable Production & Operation | 151,661 | 161,201 |
| 74040 | Nonpotable Distribution | 3,750 | 2,726 |
| | TOTALS | $216,731 | $224,909 |

City of Redlands
2015-2016
Adopted Budget

**DEPARTMENT/DIVISION**
NONPOTABLE WATER PROJECTS

**FUND**
NONPOTABLE WATER PROJECTS FUND

**ORGKEY**
543403

| | 2013-14 ACTUAL (AUDITED) | 2014-15 ADJUSTED BUDGET | 2014-15 12 MONTH ESTIMATED | 2015-16 COUNCIL ADOPTED |
|---|---|---|---|---|
| **FIXED ASSETS** | | | | |
| 7700 Water Facilities | 48,669 | 1,748,669 | 1,750,000 | 0 |
| TOTAL FIXED ASSETS | 48,669 | 1,748,669 | 1,750,000 | 0 |
| FUND TOTAL | 48,669 | 1,748,669 | 1,750,000 | 0 |

City of Redlands
2015-2016
Adopted Job Ledger Budget

**Department**
Municipal Utilities & Engineering

**Fund**
Nonpotable Water Projects

**Orgkey**
543403

| Job Ledger No. | Project/Program Description | FY 2015 12-Month Estimate | FY 2016 Budget Request |
|---|---|---|---|
| Unassigned | Nonpotable Water System Improvements | 1,750,000 | 0 |
| | TOTALS | $1,750,000 | $0 |