

CITY OF JURUPA VALLEY

FISCAL YEAR 2020/21

ADOPTED BUDGET



A COMMUNITY OF COMMUNITIES

**WORKING TOGETHER FOR A
BETTER FUTURE**

APPROVED JUNE 18, 2020

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CITY OF JURUPA VALLEY

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INTRODUCTION

WORKING TOGETHER TO MAKE A BETTER
JURUPA VALLEY



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CITY MANAGER'S BUDGET MESSAGE



City of Jurupa Valley

June 30, 2020

Honorable Mayor, Members of the City Council and the Citizens of Jurupa Valley:

The Beginning

As a previously unincorporated part of Western Riverside County, the nine communities of Mira Loma, Glen Avon, Pedley, Indian Hills, Jurupa Hills, Sunnyslope, Crestmore Heights, Rubidoux and Belltown elected to join together to form the City of Jurupa Valley. The residents of these communities formed this city to provide for a healthier place to live by investing in infrastructure, growing the local economy, following a vision for good growth and development, by contracting with the Riverside County Sheriff's Department and Riverside County CalFire to make our City a safer place to live and work.

On the eve of the City of Jurupa Valley's incorporation in July of 2011, the California Senate passed Senate Bill 89 which stripped away the special allocations of Vehicle License Fees (VLF) that previously were allocated to the four newly incorporated cities and to cities that annexed inhabited territory. This resulted in the newly formed City of Jurupa Valley opening our doors with a budget deficit that caused an unfair disadvantage to the constituents of Jurupa Valley. However, the residents who fought hard and won the right to be California's newest city were determined to rectify this situation.

To restore the lost VLF funding and make the City of Jurupa Valley whole again would take a long and fierce battle. After many years of working with State and local legislators, with the support of Senator Richard Roth and newly elected Assembly member Sabrina Cervantes, SB 130 was passed and signed by Governor Jerry Brown at the Jurupa Valley City Hall on May 12, 2017 restoring the lost VLF allocation to the cities of Eastvale, Jurupa Valley, Menifee and Wildomar.

Working Together

Today, we are stronger, stable and have a much more solid financial base. As the City nears its ten (10) year anniversary, we approach the future with optimism while celebrating our city's history. We have become resilient through good fiscal management, excellent leadership and a solid plan for the future.

With stability, comes progress – I would like to share some important updates with you:

- After a hard fought nine-year battle, the California Public Utilities Commission (CPUC) has granted a “Certificate of Public Convenience and Necessity for the Riverside Transmission Reliability Project” providing for undergrounding of high power transmission lines along Pat’s Ranch Road. The City is currently working closely with Southern California Edison to negotiate the final conditions of approval for this project to begin. The importance of this victory to the I-15 corridor and future economic development in Jurupa Valley is immeasurable.
- In December 2017, the City entered into an agreement with RCTC as lead agency and project manager for implementation of the Jurupa Road Grade Separation project at the UPRR crossing at Jurupa Road and Van Buren Boulevard. The project is fully funded with SB 132; it has a deadline of June 30, 2023 to expend the \$108 million allocated by the State of California for this project. Construction is anticipated to begin in May/June of 2021 with completion by March/April of 2023.
- The City has recently taken ownership of two buildings, the Eddie Dee Smith Senior Center and the Jurupa Valley Boxing Club, from the County of Riverside. These outstanding additions to our City will ensure that our residents continue to receive services and support at the senior center through our partnership with the Jurupa Area Recreation and Parks District, which will provide programs and activities. The Boxing Club building is under evaluation to ensure that its uses and the services provided there will maximize its value for our residents. Additionally, the City has recently begun negotiations to purchase the building known as the “Riverside County Fleet Center” on Mission Boulevard in the Rubidoux area. We anticipate this acquisition may occur toward the middle of next year or even sooner.
- As another sign of the City’s progress, we will soon begin recruiting and hiring Jurupa Valley’s first full-time in-house executive team. It is expected that this recruitment process will be completed by the end of this calendar year. In the new fiscal year, we will also begin the process of transitioning frontline staff who are currently employed by consulting firms (Civic Solutions and HR Green) into City employment. The entire Code Enforcement staff and two managers in the Building Department will become City employees on July 1, 2020, creating significant savings for the General Fund.

- The COVID-19 pandemic has had a big impact on many cities over the past few months. With careful planning and proactive measures, the City has been able to follow the restrictions that the Federal Government, the State of California and Riverside County Public Health issued. While the pandemic is having significant impacts on General Fund revenues in many cities with large tourism, entertainment, and destination retail components, we do not anticipate such major impacts in Jurupa Valley. We have been able to continue to provide services to our residents and the business community while also enhancing our internal safety measures for our staff. We have maintained service levels at City Hall and addressed the safety of the community through our Public Works Department, Sheriff's Department, and CalFire/Riverside County Fire Department.

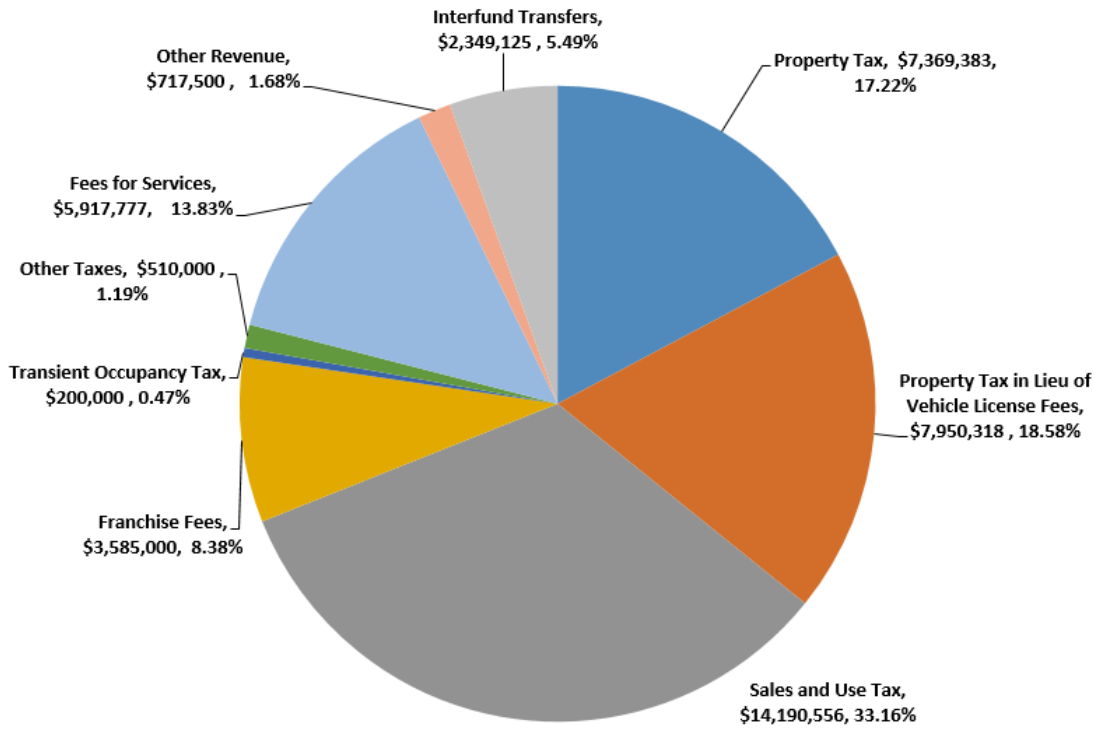
I am pleased to present the Fiscal Year (FY) 2020-21 Adopted Budget for the City of Jurupa Valley. The Operating Budget is an annual fiscal plan that provides information regarding the sources (revenues) and the uses (expenditures) of the funds that will be used to provide the City with the necessary services and programs for the upcoming year. The budget process began in the spring with a discussion of the City Council goals and priorities. The proposed budget was submitted to the City Council and a public meeting was conducted, allowing taxpayers the opportunity to comment on the proposed budget. Subsequently, the budget was adopted by the City Council on June 18, 2020.

General Fund

The General Fund is the primary fund of the City and the revenues are used to fund public safety, animal services, administration, legal, planning and building, economic development, engineering, public works and other essential services provided by government. The FY 2020-21 General Fund budget was developed to increase the existing service levels of public safety contracted with the Riverside Sheriff's Department. Two additional dedicated deputy positions were added for Quality of Life issues and two additional Community Service Officers were added for parking and other traffic and support related activities.

The total estimated General Fund revenue for FY 2020-21 is \$42,628,528 while the estimated expenditures are \$42,648,602. In FY 2020-21 the City has thirty (30) full time and two (2) part time employees. The City continues to utilize contract services for Engineering, Planning, Building and Safety, Public Safety and Animal Services.

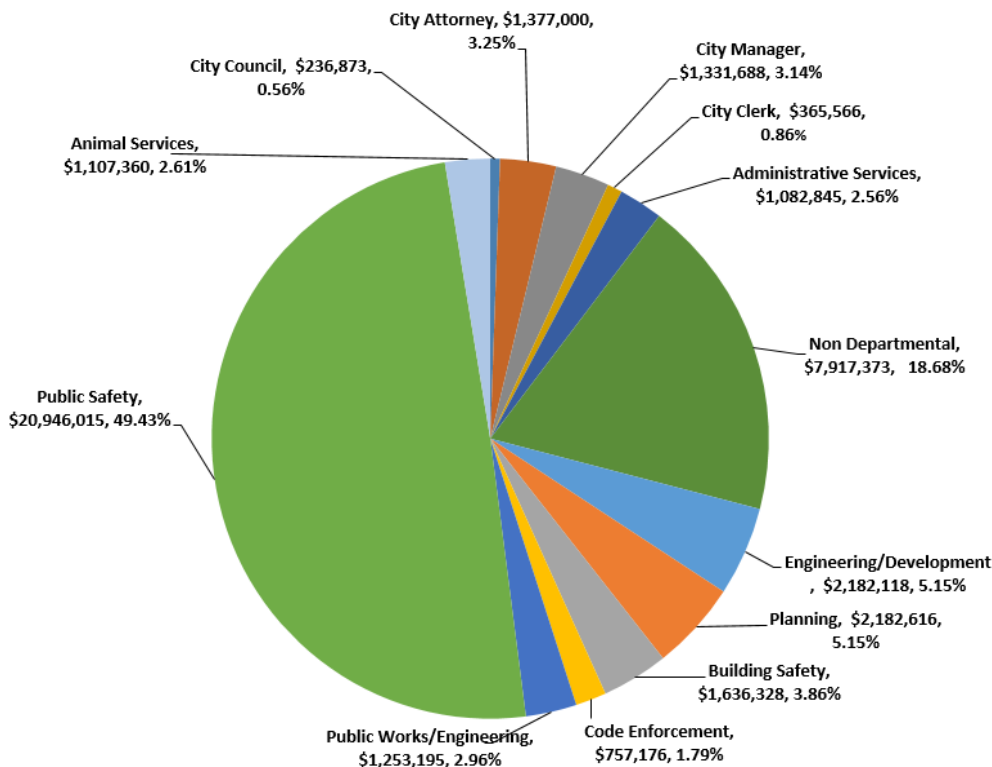
General Fund Sources - where the money comes from



The City receives the majority of its General Fund revenue from the following, Sales and Use Tax (33.16%), Property Taxes (17.22%), Fees for Services (13.83%) and Franchise Fees (8.38%). SB 130, which reallocated the Vehicle License Fees (VLF) to provide the City with Property Tax

in Lieu of VLF at (18.58%) of the General Fund, is estimated to provide and additional \$7,950,318 to the City, which will help provide much needed services to its residents.

General Fund Uses - where does the money go



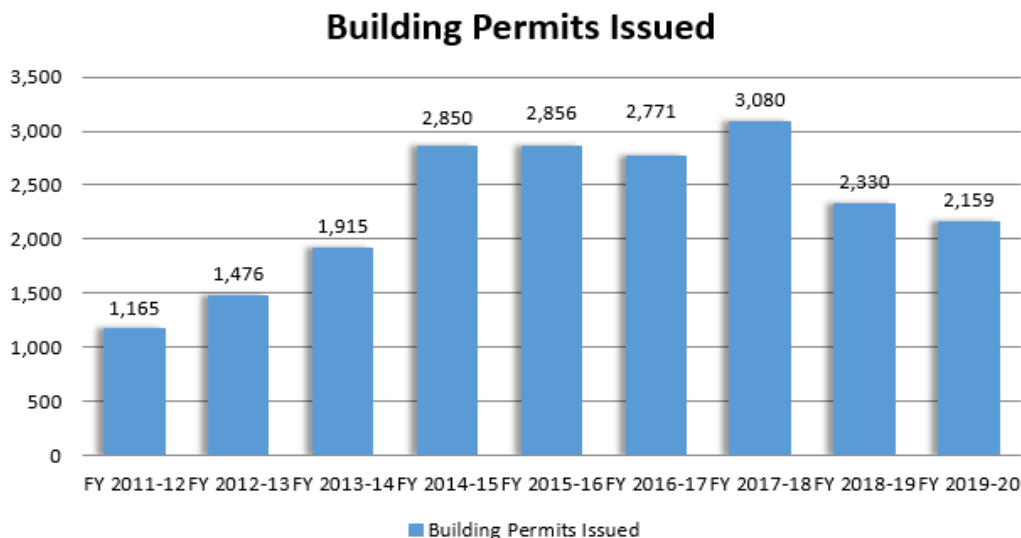
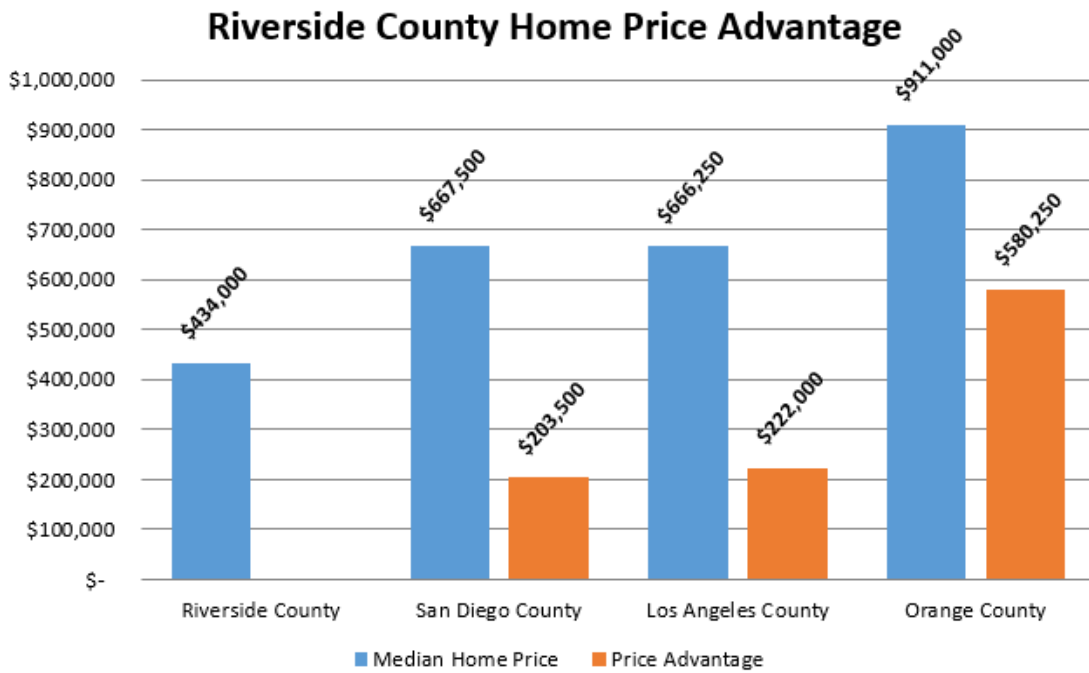
The City has budgeted 49.43% of its General Fund Budget to Public Safety, which includes the contract with the Riverside County Sheriff. This is an overall (.24%) decrease in cost over FY 2019-20. Code Enforcement is expected to decrease by (1.77%), City Attorney is expected

to increase by 1.21% and Building Dept. is expected to decrease by (.49%).

The Local Economy

The Inland Empire continues to see increased prices for new and existing homes. Jurupa Valley continues to be an attractive location for developers with the availability of vacant land and the continued price advantage over the coastal counties.

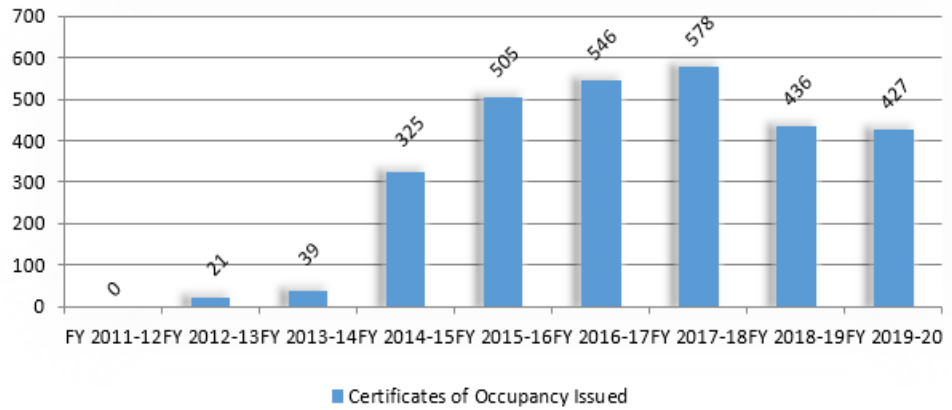
The existing home price advantage will continue to attract future home buyers to the area and continue to create a demand for new housing. The availability of affordable housing continues to attract homebuyers to the Inland Empire. Riverside County's second quarter 2020 median new home price of \$434,000 slight decrease of (0.2%) from last year's \$435,000. The median existing home price was \$405,000, up from \$385,000 the prior year a 5.2% increase.



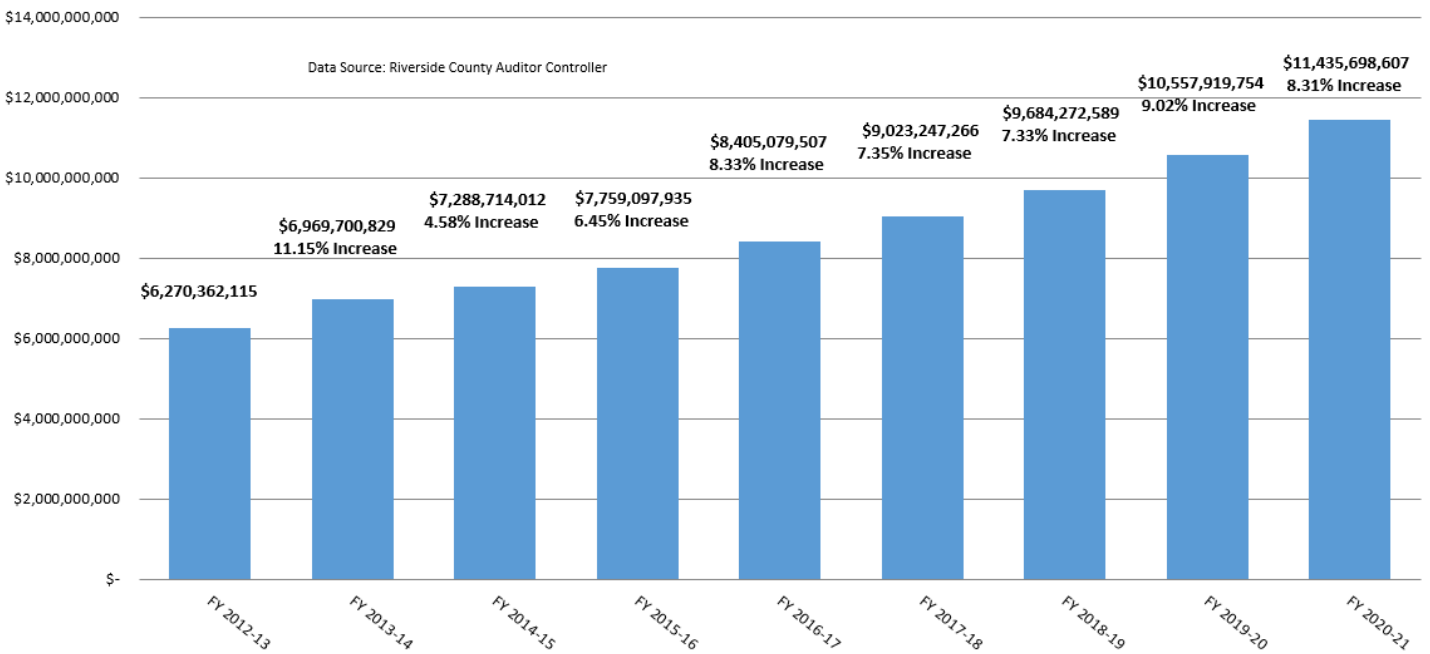
The City of Jurupa Valley realized a decrease in the number of Building Permits Issued to 2,159 in FY 2019-20. Of the permits issued, new home permits decreased from from 436 in FY 2018-19 to 427 in FY 2018-19 (2.0%).

Certificates of Occupancy continue to be issued at a steady level since the city’s incorporation in 2011. The City continues to remain attractive to developers and new homebuyers due to its close proximity to major freeways and to the Ontario International Airport.

Certificates of Occupancy Issued



City of Jurupa Valley Assessed Valuation



Development along with increasing assessed value of existing homes in Jurupa Valley continue to contribute to higher property tax valuations within the City. These key factors have resulted in significant increases in the City’s property tax valuation. This trend is expected to continue over the next few years due to approval of several development plans and the number of new homes being built and sold within the City limits.

Due to the current economic environment, the forecast for the Inland Empire is an estimated loss of 70,558 jobs by the end of 2020. The unemployment rate as of April 2020 was 14.4% but for the labor force it was 10.5%. Based on forecast calculations, the unemployed rate for 2020 is estimated to be within 9.7% and 10.25%.

City of Jurupa Valley Unemployment Rate



For the past nine years the City of Jurupa Valley has had a consistent annual decrease in the unemployment rate. Due to the current economic environment, the forecast for the Inland Empire is an estimated loss of 70,558 jobs by the end of 2020. The unemployment rate as of April 2020 was 14.4% but for the labor force it was 10.5%. Based on forecasted calculations, the unemployed rate for 2020 is estimated to be within 9.7% and 10.25%.

Inland Empire Employment Information - Forecast of Sector Changes

Sector	Avg. 2019	Jan-20	Feb-20	Mar-20	Apr-20	May-20	Jun-20	Jul-20	Aug-20	Sep-20	Oct-20	Nov-20	Dec-20	Avg. 2020
Health	147,900	151,600	151,600	150,700	138,700	140,900	142,900	146,100	148,900	150,900	154,200	157,100	159,700	149,442
Fed/State	39,400	39,300	39,400	39,600	40,300	40,200	40,400	40,300	40,400	40,400	40,300	40,400	40,100	40,092
Higher Ed.	19,200	20,200	21,000	21,100	19,900	19,300	19,000	17,200	16,800	18,800	20,300	21,300	20,300	19,600
Utilities	4,700	4,800	4,800	4,800	4,800	4,800	4,800	4,900	4,900	4,900	4,800	4,800	4,800	4,825
Mining	1,200	1,200	1,200	1,200	1,100	1,200	1,200	1,200	1,200	1,200	1,200	1,200	1,300	1,208
Information	11,500	11,300	11,300	11,200	11,000	11,000	11,000	11,100	10,900	10,700	10,700	10,900	10,900	11,000
Local Govt.	82,200	82,900	83,300	83,400	79,400	79,600	79,400	78,900	78,800	78,300	78,000	78,000	78,100	79,842
Mgmt/Prof	51,600	51,000	50,600	50,900	45,800	45,500	45,800	46,800	47,700	47,900	49,100	49,900	50,500	48,458
Good Pay	357,700	362,300	363,200	362,900	341,000	342,500	344,500	346,500	349,600	353,100	358,600	363,700	365,700	354,467
Logistics	204,700	209,100	208,800	208,400	201,300	204,000	206,800	210,400	212,400	215,100	219,800	226,100	227,600	212,483
Financial	44,200	43,300	43,600	43,700	41,300	41,700	41,900	42,400	42,700	42,800	43,700	43,900	44,200	42,933
Construction	105,900	102,900	106,400	103,900	90,200	93,300	97,200	100,300	103,900	105,600	107,000	107,900	109,500	102,342
K-12 Ed	139,600	139,300	138,800	140,900	134,400	135,400	135,300	121,600	125,100	130,100	137,600	139,600	139,800	134,825
Mfg	101,200	98,100	98,800	98,400	93,300	93,900	94,900	95,300	95,900	96,000	96,400	97,200	97,800	96,333
Mod. Pay	595,600	592,700	596,400	595,300	560,500	568,300	576,100	570,000	580,000	589,600	604,500	614,700	618,900	588,917
Social Aid	82,400	85,100	84,600	84,300	81,600	82,600	83,600	84,400	85,700	86,100	87,500	89,200	89,800	85,375
Admin	60,700	61,200	62,300	60,800	58,500	58,200	58,000	58,900	59,700	59,900	60,300	60,600	60,600	59,917
Agriculture	15,100	14,600	13,800	13,500	13,200	14,800	17,300	15,600	11,500	12,600	13,400	14,200	14,700	14,100
Amusement	20,100	20,300	20,300	19,900	16,100	15,500	14,700	14,300	14,300	14,400	14,900	16,100	16,900	16,475
Hotel	18,200	17,700	17,800	17,800	13,100	13,100	13,200	13,100	13,000	13,200	13,400	13,700	13,800	14,408
Temp Agcy	43,200	42,700	42,800	41,500	35,400	35,300	36,300	37,000	37,800	38,400	39,200	39,700	39,900	38,833
Other Serv.	45,800	44,800	44,800	43,600	33,500	34,200	34,800	35,100	35,800	36,100	37,000	37,500	37,700	37,908
Retail	181,300	181,900	180,000	178,700	162,400	163,300	163,000	164,000	164,700	164,500	166,900	175,500	177,200	170,175
Eat / Drink	137,000	134,400	136,900	132,100	86,800	89,200	91,300	93,100	95,600	98,100	101,200	105,300	107,600	105,967
Lower Pay	603,800	602,700	603,300	592,200	500,600	506,200	512,200	515,500	518,100	523,300	533,800	551,800	558,200	543,158
Total	1,557,100	1,557,700	1,562,900	1,550,400	1,402,100	1,417,000	1,432,800	1,432,000	1,447,700	1,466,000	1,496,900	1,530,200	1,542,800	1,486,542

Data Source: Inland Empire Economic Partnership April, 2020

FY 2020-21 Budgetary Highlights

- Completion of Cooperative Agreement by and between Riverside County, the City of Jurupa Valley and the City of Eastvale for the Limonite Avenue/Interstate 15 Interchange which included \$48 million funded with SB 132.
- Allocation from CDBG for Pacific Ave. SR2S Sidewalk Improvements in the amount of \$500 thousand, ADA Improvements in the amount of \$200 thousand, Fort Freemont Alley Reconstruction in the amount of \$125 thousand.
- Grant received from Department of Justice in the amount of \$65 thousand for COVID-19 expenditures.
- City allocated the amount of \$30 thousand for Non-profit organizations grants along with CDBG-CV small business grants in the amount of \$350 thousand.
- State of California Department of Treasury COVID grant in the amount of \$1.32 million.
- Sales tax and Property tax revenues remain stable for the City budget.
- Completion of the Ford F150 Commercial Truck upgrades allocated in Fiscal Year 2019-20 to be used for commercial truck enforcement.
- Acquisition of Eddie Dee Smith Senior Center and Jurupa Valley Boxing Club.
- Increased property tax revenue due to new home development and the increased valuation of existing homes.

Conclusion

The annual budgeting process is an opportunity for the City to set its priorities and goals for the coming year. The budget process gives the City Council and citizens the opportunity to provide necessary feedback, which is needed each year to keep us on track.

I would like to thank the Administrative Services Department staff for the hard work and dedication required to complete the preparation of this annual budget. I would also like to thank the City Council for their participation and direction in setting forth this budget, allowing the City to fulfill its mission and goals.

Respectfully submitted,



Rod B. Butler
City Manager

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JURUPA VALLEY CITY COUNCIL



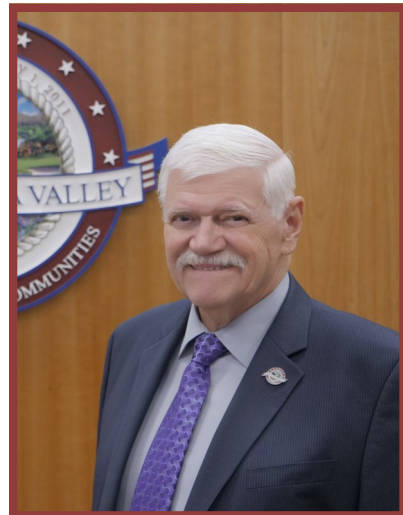
**MAYOR
ANTHONY KELLY**



**COUNCIL MEMBER
CHRIS BARAJAS**



**MAYOR PRO TEM
LORENA BARAJAS**

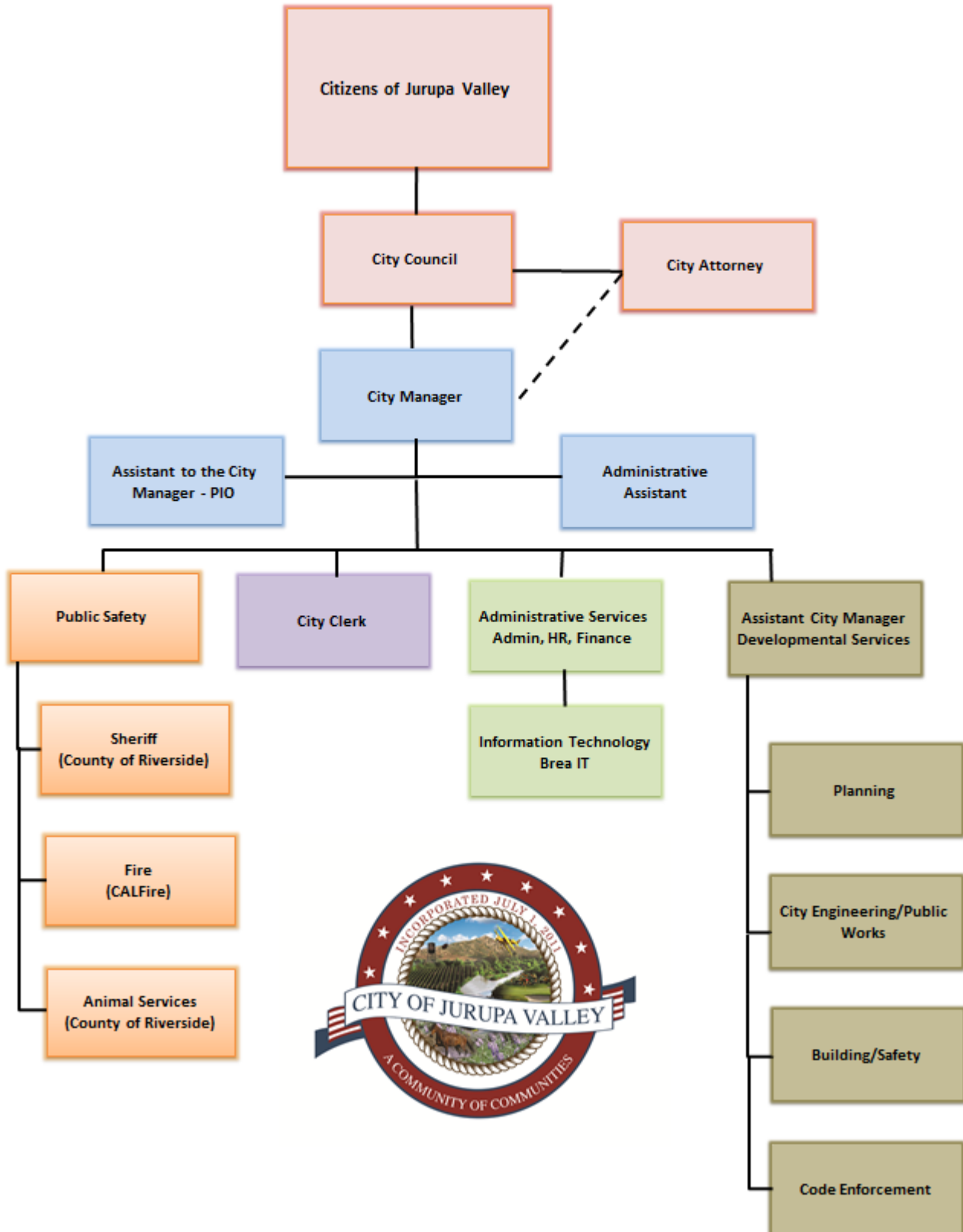


**COUNCIL MEMBER
MICHEAL GOODLAND**



**COUNCIL MEMBER
BRIAN BERKSON**

**CITY OF JURUPA VALLEY
Organization Chart
June 30, 2020**



SUMMARIES



**WORKING TOGETHER TO GROW OUR
LOCAL ECONOMY**



Explanation of Summaries and Worksheets

Fund Balance Worksheet - All Funds

This worksheet summarizes projected Revenues, Expenditures and Fund Balances for the General Fund as well as all restricted funds managed by the City.

General Fund - The proposed Budget reflects an anticipated beginning General Fund balance of \$7,878,954, based on current year expenditure and revenue projections.

General Fund revenues for FY 2020-21 are estimated at \$42,628,528 and expenditures are proposed at \$42,648,602. The estimated Fund Balance at FY 2020-21 year end would be \$7,858,880. This is a reduction of \$20,074 from the estimated balance at the end of the current fiscal year. This is primarily due to new one time and new ongoing programs, city staff and inclusion of an additional traffic deputy.

Gas Tax and Measure "A" Funds - These funds are distributed by the State of California and the Riverside County Transportation Committee respectively. Revenues are allocated based on formulas and estimates are provided to City staff each year. Expenditures are regulated by the guidelines of these programs but may not be commingled or used for General Fund programs. These funds are used for maintenance and capital improvements. Capital improvement projects are often multi-year and remaining balances are carried over from year to year until project completion. Estimated Gas Tax revenues are projected to increase slightly in FY 2020-21.

Other Ongoing "Restricted" Revenues - These presently consist of subventions from the Southern California Air Quality Maintenance District (AQMD) and the State for supplemental law enforcement services (SLES) The AQMD funds must be used to reduce impacts on air quality. This year staff proposes to spend a portion of available funds to purchase fuel for vehicles, provide for street sweeping and offset costs for light bars and tool boxes on vehicles already on order. The SLES funds are transferred to the General Fund each year to supplement funding for the Sheriff's contract.

Internal Services Funds - The City presently has internal service funds for Risk Management and Information Technology. Funds are expended from these accounts and then responsible departments are charged back for their share of the service. Until a cost allocation plan/ fee study is completed these charges are all included in the "Non-Departmental budget program.

Direct Assessments - These reflect responsibilities for the City's Lighting and Landscaping Maintenance District as well as three Community Facilities Districts (CFD's) for maintenance. These are primarily funded through direct assessments on benefitting properties. For the LLMD there is a portion funded through Gas Tax as revenues are capped while expenditures continue to rise.

Year to Year General Fund Analysis Worksheet

This worksheet provides a comparative analysis of year to year changes in General Fund expenditures by budget program. Brief explanations of changes are included for each program.

Staffing by FTE

This worksheet summarizes proposed full time equivalent staffing for FY 2020-21. New positions are highlighted.

Revenue Summary-General Fund

This is a year to year comparison of General Fund revenues by account

Revenue Summary- Miscellaneous (Restricted) Funds

This is a year to year Comparison of Non-General/ Restricted funds by program and account.

Department and Program Worksheets-

Each Budgetary operating program has a worksheet summarizing proposed expenditures for the upcoming fiscal year. These worksheets include prior year information for comparative purposes as well as narrative descriptions for significant accounts.

Year to Year General Fund Analysis

FUND

	FY 2019-20 Estimated Actual	FY 2020-21 Proposed Budget
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Beginning Balance	8,103,034	7,878,954
Transfers In/Out	(628,228)	(833,073)
Revenues	42,740,715	42,628,528
Available	50,215,521	49,674,409

Transfers for Risk Management and Information Services

Expenditures:

	Difference	% Diff.
Council	(4,083)	-2%
City Attorney	(153,000)	-11%
City Manager	127,531	10%
City Clerk	110,505	30%
Admin. Services	216,171	20%
Non-Dept	44,217	1%
Devlmt Services/Eng	609,039	28%
Planning	(618,404)	-28%
Building Safety	(404,711)	-25%
Code Enforcement	(808,831)	-107%
Engineering/PW	(219,224)	-17%
Public Safety	380,322	2%
Animal Services	199,430	18%

Explanation of Changes
Eddie D Smith \$225,000, Removed Parade & the majority of community
Reflects expected decrease RTRP settled
Addition of 50% Assistant City Manager \$94,000, Fee Study \$40,000
Election 2020/21 estimate \$100,000
Increase savings from vacant Adm. Services Director FY 19/20 & due to Recruiter \$75,000 for 3 Executive positions, Principal Accountant (CPA)
Costs of City Hall roof \$186,250, A/C \$19,700, \$2.8M CIP/ DIF
Correction for PW Inspectors moved to Eng.- PW overall 11%
50% of Planning Director in house vs.contract and \$155K State Grant
Reflects bringing consulting employees in-house
Conversion of Code Enf. Employees to City Employees
Correction for PW Inspectors moved to Eng.- PW overall 11%
Minimal increase in annual base level costs per Sheriff
Costs provided by County Animal Services. no increase in nine years

Expenditure Totals **42,336,567** **41,815,529** **(521,038)** **-1.25%**

Balance Remaining **7,878,954** **7,858,880**

**City of Jurupa Valley
FY 2020-21 City Personnel Allocations
By Full Time Equivalent**

Title	FTE	City Mgr	Admin	City Clerk	Finance	Engr Dev Svcs	Planning	Blgd & Safety	Non-Dept	Code Enf	Eng/PW	Gas Tax Oper	Measure A Oper	NPDES	LLMD/CFD
Percentage of Time Allocated to Departments/ Programs															
City Manager															
City Manager	1.00	100%													
Assistant City Manager	1.00	100%													
Economic Development Manager	1.00	100%													
Assistant to the City Manager	1.00	100%													
Management Aid	1.00	100%													
Administrative Assistant	1.00	100%													
Office Assistant	1.00	100%													
Receptionist	1.00	100%													
Total City Manager	8.00														
City Clerk															
City Clerk	1.00	100%													
Deputy City Clerk	0.60	100%													
Total City Clerk	1.60														
Administrative Services															
Administrative Services Director	1.00				100%										
Principal Accountant	1.00				100%										
Senior Human Resource Analyst	0.80				100%										
Accountant	1.00				100%										
Accountant	1.00				100%										
Senior Accounting Technician	1.00				100%										
Accounting Technician	1.00				100%										
Accounting Clerk	1.00				100%										
Total Administrative Services	7.80														
Planning															
Community Development Director	1.00						100%								
Senior Administrative Assistant	1.00						80%								
Total Planning	2.00														

City of Jurupa Valley
FY 2020-21 City Personnel Allocations
By Full Time Equivalent

Title	FTE	City Mgr	Admin	City Clerk	Finance	Engr Dev Svcs	Planning	Bigd & Safety	Non-Dept	Code Enf	Eng/PW	Gas Tax Oper	Measure A Oper	NPDES	LLMD/CFD	
Percentage of Time Allocated to Departments/ Programs																
Public Works Manager																
Director of Public Works-City Engineer	1.00										100%					
Public Works Manager	1.00								20%			70%				10%
Maintenance Worker 1 (3 positions)	3.00											100%				
Total Public Works	5.00															
Building-Code																
Chief Building Official	1.00							50%								
Assitant Building Official	0.60							100%								
Buidling -Code Manager	1.00							50%								
Code Enforcement Supervisor	1.00							100%								
Building Supervisor	1.00							100%								
Code Enforcement (4 positions)	4.00															
Total Building-Code	8.60															
Total City Staff	33.00															

**City of Jurupa Valley
 FY 2020-21 City Contract Staff Allocations
 By Full Time Equivalent**

Title	FTE	City Mgr	CIPAdmin	Econ. Dev.	Engr Dev Svcs	Planning	Bldg & Safety	Code Enf	Eng/PW Adm.	CDBG	CIP Projects	Gas Tax Oper	NPDES	COP, LLMD/CFD & Spec Projects
Percentage of Time Allocated to Departments/ Programs														
Planning														
Planning Director	1.00				100%									
Principal Planner	1.00				100%									
Senior Planner/Policy	2.00				100%									
Associate Planner/Entitlement	1.00				100%									
Associate Planner/Entitlement	1.00				100%									
Assistant Planner/Entitlement	1.00				100%									
Assistant Planner/Gen Services	1.00				100%									
Principle Planner	1.00				100%									
GP Program Manager	0.25				100%									
Senior Planning Consultant	0.25				100%									
Senior Planning Consultant	0.13				100%									
CEQA Administrator	0.88				100%									
Landscape Architect	0.38				100%									
Total Civic Solutions	10.89													
Administration														
Assistant City Manager	0.29	30%			18%		8%	5%	5%	2%	5%	2%		5%
Municipal Services Manager	0.27				50%						15%	10%		20%
Management Analyst	0.66	20%			15%				15%	50%				10%
Total Administration	1.22													
Building/Safety														
Comb. Bldg Inspector	0.97						100%							
Comb. Bldg Inspector	0.68						100%							
Comb. Bldg Inspector	0.57						100%							
Comb. Bldg Inspector	0.80						100%							
Comb. Bldg Inspector	0.57						100%							
Plan Check/Inspector	0.97						100%							
B/S Permit Technician	0.42						100%							
B/S Permit Technician	0.57						100%							
B/S Permit Technician	0.97						100%							
Total Building/ Safety	6.50													

**City of Jurupa Valley
 FY 2020-21 City Contract Staff Allocations
 By Full Time Equivalent**

Title	FTE	City Mgr	CIPAdmin	Econ. Dev.	Engr Dev Svcs	Planning	Bldg & Safety	Code Enf	Eng/PW Adm.	CDBG	CIP Projects	Gas Tax Oper	NPDES	COP, LLMD/CFD & Spec Projects
Percentage of Time Allocated to Departments/ Programs														
Engineering/Public Works														
Special Projects	0.16				5%				10%		15%	20%		100%
Special Projects	0.83				20%				15%	5%	25%	10%		35%
City Engineer	0.55				20%				5%		10%	10%	5%	20%
Deputy City Engineer	0.57				10%								80%	50%
Environmental Programs Manager	0.91				5%						5%		55%	10%
NPDES/PW Inspector	0.97				40%				25%		5%	15%		20%
Traffic Engineer	0.48				40%				25%		5%	15%		15%
Transportation/Traffic Manager	0.74				10%		5%							85%
Associate Engineer	0.84				50%		5%				5%		10%	30%
Assistant Engineer	0.90				10%		5%				10%	5%	10%	65%
Assistant Engineer-Part Time	0.22				30%		5%		10%		10%		10%	35%
Permit Technician Coordinator	0.97				30%						10%			45%
Permit Technician	0.35				40%									
Associate Engineer	0.91				40%									
Associate Engineer	0.48				10%									
Assistant Engineer	0.91				95%									
Civil Plan Check Engineer	0.57				100%				5%					
Civil Plan Checker	0.68				100%									
Civil Plan Checker	0.80				100%									
Civil Plan Checker	0.91				100%						15%			
Assistant Engineer	0.46				80%									
Civil Plan Checker	0.97				95%									
Permit Technician	0.52				100%									
Public Works Inspector	0.61				80%						20%			
Public Works Inspector	0.72				65%						35%			
Public Works Inspector	0.72				81%						19%			
Public Works Inspector	0.72				50%						50%			
Public Works Inspector	0.52				45%						55%			
Total Engineering/Public Works	18.97													
Total HR Green	26.68													
FULL TIME EQUIVALENTS	37.57													

**All Funds Balance Sheet
Proposed FY 2020-2021**

FUND	General	Gas Tax	Meas. A	AQMD	SB-1	CDBG	Risk Mgmt	Info Svcs	LLMD	CFD
Beginning Balance	7,878,954	-	1,200,202	377,297	1,984,284	98,006	-	-	602,286	2,708,499
Transfers In/Out	(833,073)	272,450	-	-	-	-	176,609	384,014	-	-
Revenues	42,628,528	2,044,723	1,851,000	136,674	1,850,335	1,946,657	-	-	853,616	1,090,127
Available	49,674,409	2,317,173	3,051,202	513,971	3,834,619	2,044,663	176,609	384,014	1,455,902	3,798,626

Operating Expenditures:

Council	236,873									
City Attorney	1,377,000									
City Manager	1,331,688									
City Clerk	365,566									
Admin Services	1,082,845									
Non-Dept	7,356,750									
Devlmt Services/ Eng	2,182,118									
Planning	2,182,616									
Building Safety	1,636,328									
Code Enforcement	757,176									
Engineering/ PW	1,253,195									
Public Safety	20,946,015									
Animal Services	1,107,360									
Road Maint	2,044,723									
Measure A			3,049,124							
AQMD				180,000						
RMRA SB-1					2,828,214				1,018,403	
LLM Districts										289,697
CFD's						2,041,657				
CDBG							176,609			
Risk Mgmt.								384,014		
Info Mgmt.										
Subtotal	41,815,529	2,044,723	3,049,124	180,000	2,828,214	2,041,657	176,609	384,014	1,018,403	289,697
Balance Remaining	7,858,880	272,450	2,078	333,971	1,006,405	3,006	-	-	437,499	3,508,929

Surplus
(20,074)

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City of Jurupa Valley

GENERAL FUND REVENUE

	<u>FY 2017/18</u> ACTUAL	<u>FY 2018/19</u> ACTUAL	<u>FY 2019/20</u> EST ACTUAL	<u>FY 2020/21</u> PROPOSED
<u>TAXES AND FRANCHISES</u>				
Property Tax- Secured	4,787,040	4,990,229	5,301,227	5,407,252
Property Tax- Unsecured	224,063	244,012	248,892	253,870
Property Tax- Supplemental	129,595	84,058	85,739	87,454
Property Tax- H.O. Exemption	56,287	72,886	74,344	75,831
Property Tax- RDA Pass Thru	1,316,006	1,642,857	1,514,682	1,544,976
SB 130 Revenue	6,775,335	7,293,452	7,871,602	7,950,318
Sales and Use Tax	11,273,075	14,922,571	12,947,408	14,190,556
Franchise Fees - Utilities	1,564,502	1,578,594	1,600,000	1,590,000
Franchise Fees - Solid Waste	1,225,766	1,597,705	1,555,189	1,995,000
Franchies Fees - One Time Pymt	-	-	-	-
Admin Fees-Trash Liens	47,775	49,530	45,000	45,000
Property Transfer Tax	484,192	458,764	460,000	465,000
Transient Occupancy Tax	283,529	280,364	250,000	200,000
Total	28,167,165	33,215,022	31,954,083	33,805,256
<u>LICENSES AND PERMITS</u>				
Business Registration	79,050	82,158	69,000	70,000
Foreclosure Registration	3,200	3,700	4,000	6,000
Engineering Fees	2,136,922	1,714,081	2,314,859	2,341,382
Planning Fees	1,373,387	1,586,684	1,940,400	1,360,280
Building Permits	1,565,064	1,353,570	1,780,985	1,262,515
Microfilm Fees	76,486	62,972	70,000	70,000
SMIP & Green Admin Fees	3,231	1,538	1,400	1,400
Application Admin Processing Fee	126,264	104,800	100,000	95,000
DIF Admin fees	35,603	30,408	29,000	29,000
LMS Fee	68,606	68,477	65,000	55,000
Code Enforcement Fees	16,561	26,300	45,000	30,000
NPDES Inspection Fees	129,535	73,110	65,000	55,000
Vending Permit Fee	1,260	2,700	4,140	4,200
Fines- Parking	199,660	247,032	200,000	200,000
Fines- Court	285,710	215,353	238,000	215,000
Vehicle Impounds	89,118	94,617	85,000	75,000
Total	6,189,657	5,667,500	7,011,784	5,869,777

City of Jurupa Valley

GENERAL FUND REVENUE

INTERGOVERNMENTAL REVENUES

AMR System Fees (County)	58,911	46,354	47,000	48,000
Transfer in from SLESF-Grants	159,000	236,747	-	-
Motor Vehicle License	53,331	50,907	52,000	51,000
Total	271,242	334,008	99,000	99,000

USE OF MONEY

Interest	53,044	102,267	200,000	250,000
Other	-	-	-	-
Total	53,044	102,267	200,000	250,000

OTHER REVENUES

Cell Tower Revenue	7,993		14,000	14,000
Weed Abatement	-		-	-
Vehicle Abatement	2,982	21,888	2,627	2,500
Development Agreements	93,000	1,371,008	796,983	-
Miscellaneous Revenue	470,307	666,810	441,531	400,000
Total	574,282	2,059,706	1,255,141	416,500

INTERFUND CHARGES

Transfer in from DIF	90,000	1,787,400	2,058,737	1,884,227
Measure A Proj. Administration	17,700	24,350	24,350	94,496
SB-1 RMRA Proj. Administration		64,493	64,493	134,677
LLMD Administration	41,445	46,925	46,925	47,863
CFD Administration	19,164	26,203	26,203	26,732
Total	168,309	1,949,370	2,220,707	2,187,996

TOTAL GENERAL FUND REVENUE	35,423,699	43,327,873	42,740,715	42,628,528
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City of Jurupa Valley

**MISCELLANEOUS FUNDS
REVENUE**

	<u>FY 2017/18</u>	<u>FY 2018/19</u>	<u>FY 2019/20</u>	<u>FY 2020/21</u>
	ACTUAL	ACTUAL	EST ACTUAL	PROPOSED
INTERGOVERNMENTAL REVENUES				
State HUTA-2103	397,983	357,102	732,244	673,664
State HUTA-2105	541,416	579,380	523,167	481,314
State HUTA-2106	342,781	369,409	318,555	293,071
State HUTA-2107	719,323	728,152	637,689	586,674
State HUTA-2107.5	10,000	10,000	10,000	10,000
SB-1 RMRA	593,660	1,944,839	1,905,928	1,715,335
SB-1 Traffic Cong. Relief	115,178	119,123	105,000	100,000
Interest Income-Grants-Other	1,919	67,607	28,000	35,000
Total HUTA	2,722,260	4,175,613	4,260,583	3,895,058
RCTC Measure A- Local	1,938,244	2,306,472	2,123,000	1,851,000
MARA	579,123	-	-	-
Transfer in from DIF- Limonite	686,183	64,106	-	-
Interest Income	2,066	9,732	19,000	24,000
Total Measure A	3,205,616	2,380,310	2,142,000	1,875,000
SC AQMD	128,185	137,558	123,925	132,674
Interest Income	300	1,995	2,948	4,000
Total AQMD	128,485	139,553	126,873	136,674
CDBG	107,828	507,544	1,357,797	1,243,729
Other Revenue	-	-	801,450	702,928
Interest Income	-	-	-	-
Total CDBG	107,828	507,544	2,159,247	1,946,657
TUMF	183,252	427,421	280,594	6,177,592
Other Funding	183,252	427,421	280,594	6,177,592

City of Jurupa Valley

MISCELLANEOUS FUNDS REVENUE

	<u>FY 2017/18</u>	<u>FY 2018/19</u>	<u>FY 2019/20</u>	<u>FY 2020/21</u>
	ACTUAL	ACTUAL	EST ACTUAL	PROPOSED
<u>INTERGOVERNMENTAL REVENUES</u>				
ATP	22,238	-	-	538,000
Transfer in From DIF- Streets			5,000	53,503
Transfer in From DIF- Signals	500,000		-	134,392
Transfer in From DIF- Trails	100,000		-	75,203
Transfer in From DIF- Parks	23,220		-	-
Interest Income	-	-		
Other Funding	645,458	-	5,000	801,098
State Grants- SLESF	159,000	236,747	218,978	161,129
Interest Income	-	789	-	-
Other Funding	159,000	237,536	218,978	161,129
CalRecycle Grant Program	-	49,283		
CalRecycle Ongoing Payment	25,294	-	26,258	28,000
Beyond Grant Program WRCOG	62,003	130,289	-	-
Other Funding	87,297	179,573	26,258	28,000
Total Other Funding	1,075,007	844,529	530,830	7,167,819
<u>DIRECT ASSESSMENTS</u>				
Landscape and Lighting District 89-1	833,095	1,175,115	837,035	853,616
CFD 13-001 Bellegrave	229,762	292,555	299,476	306,356
CFD 14-001 Harvest	200,324	261,469	266,926	272,695
CFD 14-002 Mission Estates	147,261	154,526	158,208	161,792
CFD 14-003 Cantera/granite ridge	40,049	99,155	101,614	106,639
CFD 15-001 Riverbend	37,661	79,853	81,450	62,296
CFD 15-002 Skypark	40,942	77,079	77,866	79,423
CFD 15-003 Vista Rio	209	145	-	-
CFD 16-001 Quarry	93,510	97,465	98,947	100,926
Total Direct Assessments	1,410,442	2,237,362	1,921,522	1,943,743
Totals	8,649,638	10,284,913	11,141,055	16,964,951

DEPARTMENT WORKSHEETS



**WORKING TOGETHER TO MAKE
JURUPA VALLEY SAFE**

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CITY COUNCIL



City of Jurupa Valley

CITY COUNCIL
GENERAL FUND - 100-1110

	FY 2017/18	FY 2018/19	FY 2019/20	FY 2020/21
	ACTUAL	ACTUAL	EST. ACTUAL	PROPOSED
<u>PERSONNEL</u>				
Salaries	36,000	37,200	36,000	36,000
Retirement Contribution	2,700	2,790	2,700	2,700
Cafeteria Benefits	50,400	50,400	50,400	50,400
Other Employee Costs	2,911	2,859	1,876	2,746
Total Personnel	92,011	93,249	90,976	91,846
<u>OPERATING EXPENSES</u>				
Office Supplies	996	775	1,500	1,500
Professional Services	20,000	70,339	40,000	50,000
Community Promotion	36,009	47,297	72,712	26,500
Cell Phones	3,540	5,891	1,200	1,277
Meetings/Conferences	10,016	9,822	6,406	7,000
Grants	-	-	-	30,000
Dues/Memberships	21,924	27,415	28,162	28,750
Total Operating	92,485	161,539	149,980	145,027
TOTAL CITY COUNCIL	184,496	254,788	240,956	236,873

Expenditure Explanations

Salaries	Monthly stipend - Set by Government Code 36516 at \$600 per month per member. Council has the option of utilizing monthly \$1,400 cafeteria benefit for medical or retirement
Professional Services	\$30,000 - Reach Out- Healthy Jurupa Valley Program-MOU, \$20,000 - JV Chamber of Commerce-MOU
Community Promotion	\$6,500- Electronic newsletter, \$2,000 Townhalls-Homeless, \$3,000 Community Events,\$7,500- Christmas Tree Lighting, \$1,500- Council sponsorships, \$5,000- State of the City video and Misc other \$1,000
Cell Phones	Cell Phone Invoice includes data charges for Tablets
Grants	\$30,000 Grants, maximum of \$5,000 a grant
Meetings/Conferences	ICSC and local conferences
Dues/Memberships	\$16,000- Western Riverside COG, \$12,000- SCAG, \$500- ICSC, \$250-JV Chamber of Commerce

CITY ATTORNEY



City of Jurupa Valley

CITY ATTORNEY
GENERAL FUND - 100-1120

	FY 2017/18	FY 2018/19	FY 2019/20	FY 2020/21
	ACTUAL	ACTUAL	EST. ACTUAL	PROPOSED
<u>OPERATING EXPENSES</u>				
Legal Consulting Services	550,378	536,559	555,000	499,500
Litigation	891,318	1,168,526	975,000	877,500
Total Operating	1,441,696	1,705,086	1,530,000	1,377,000
TOTAL CITY ATTORNEY	1,441,696	1,705,086	1,530,000	1,377,000

Expenditure Explanations

Legal Consulting Services	Basic services per contract with Richards, Watson, Gershon, LLC
Litigation	Cost of special litigation as authorized by City Council

CITY MANAGER



City of Jurupa Valley

CITY MANAGER
GENERAL FUND - 100-1130

	FY 2017/18	FY 2018/19	FY 2019/20	FY 2020/21
	ACTUAL	ACTUAL	EST. ACTUAL	PROPOSED
<u>PERSONNEL</u>				
Salaries	377,068	350,034	439,579	693,990
Cafeteria Benefit	74,200	65,800	84,000	117,600
Retirement Contribution	26,452	24,564	29,320	48,579
Other Employee Costs	12,818	13,302	15,606	26,769
Total Personnel	490,538	453,701	568,505	886,938
<u>OPERATING EXPENSES</u>				
Office Supplies	3,815	834	15,000	10,500
Books/Subscriptions	340	806	979	500
Professional Services	36,000	35,559	101,000	116,000
Stipends	-	-	1,400	1,400
Litigation Cost	-	-	30,000	-
Consulting Services	402,238	460,052	484,166	78,230
Comm. Promotion/Econ Dev	-	-	-	225,000
Postage	5,069	168	180	-
Cell Phone	501	-	800	1,320
Meetings/Conferences	731	1,274	-	5,000
Education/Training	-	-	110	3,000
Dues/Memberships	56	1,820	2,017	3,800
Total Operating	448,750	500,514	635,652	444,750
TOTAL CITY MANAGER	939,288	954,214	1,204,157	1,331,688

Expenditure Explanations

Salaries	City Manager, Assistant to the City Manager, Management Aide, Admin Assistant, Economic Development Manager, Half year Assistant City Manager,
Office Supplies	\$3,000- Office Supplies, \$7,500- Economic Development Supplies/Materials
Books/Subscriptions	Press Enterprise Newspaper
Professional Services	\$36,000-Sacramento Lobbyist, \$40,000 Fee Study, \$40,000 Firm educational services for election
Stipends	Stipends for CDBG Committee
Consulting Services	HR Green contract services -Deputy City Manager, Management Analyst
Comm. Promotion/Econ Dev	Eddie D Smith Senior Center \$225,000
Cell Phone	Cell phone costs for City Manager and PIO
Meetings/Conferences	ICSC, legislative meetings as necessary
Education/Training	Emergency Mgmt Training- Asst to CM/ PIO
Dues/Memberships	Membership ICSC, ICMA and CCMF

CITY CLERK



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City Clerk Department – City of Jurupa Valley

Key Achievements for FY 2020-21

Achievements

- Facilitated and supported City legislative processes by ensuring timely posting of agendas, compiling the City's legislative history and providing access to official city records in accordance with state law.
- Processed 34 Commercial Cannabis applications and worked with City staff to provide direction to applicants and staff for the proper and efficient management of City Commercial Cannabis permits consistent with the requirements of state law and Ordinance No. 2018-14.
- Responded to 260 public records requests using GovQA's Public Records Request Management software, which was acquired in November 2019. This has allowed City Clerk staff to comply with public records requests, track, display and provide 24/7 access and status updates across all departments. The City Clerk's Office has been able to maintain business continuity and compliance during the COVID-19 crisis by utilizing this online portal with as little disruption as possible.
- Developed an ongoing relationship with the County of Registrar of Voters to focus on voter turnout and voter education by designating a vote by mail drop-off location at City Hall.

Key Goals for FY 2020-21

Goals

- Continually improve operational processes to ensure excellence and efficiency.
- Continue to comply with all legal mandates at the local, state, and federal levels to ensure fair and open elections; the integrity of the Political Reform Act; and compliance with the California Public Records Act.
- Continue to provide services in an open and transparent manner; continue to have cooperative working relationships with internal and external customers and continue to provide services in an expedited and courteous manner.
- Administer the 2020 Municipal Election by ensuring an accurate and efficient process that meets all statutory requirements and serves the candidates and voters by ensuring access to information and the accurate handling of nomination papers, proper posting of legal notices, and certification of election results.

City of Jurupa Valley

CITY CLERK
GENERAL FUND - 100-1140

	<u>FY 2017/18</u>	<u>FY 2018/19</u>	<u>FY 2019/20</u>	<u>FY 2020/21</u>
	ACTUAL	ACTUAL	EST. ACTUAL	PROPOSED
<u>PERSONNEL</u>				
Salaries	146,837	150,589	159,859	164,649
Cafeteria Benefit	16,800	16,800	16,800	16,800
Retirement Contribution	10,486	10,757	11,452	11,795
Other Employee Costs	5,856	6,036	5,980	6,021
Total Personnel	179,979	184,182	194,091	199,266
<u>OPERATING EXPENSES</u>				
Office Supplies	1,733	2,410	2,200	2,000
Books/Subscriptions	504	486	898	750
Professional Services	3,363	13,273	7,000	8,300
Elections	44,639	128,685	-	100,000
Public Notices	44,721	35,755	50,000	52,000
Postage	520	135	500	500
Meetings/Conferences	-	-	322	1,750
Education/Training	-	-	50	500
Dues/Memberships	-	-	-	500
Total Operating	95,480	180,745	60,970	166,300
TOTAL CITY CLERK	275,459	364,927	255,061	365,566

Expenditure Explanations

Salaries and Benefits	City Clerk and Deputy City Clerk (PT)
Copying Costs	Agendas now printed onsite to reduce costs
Professional Services	Municipal Code Publishing Services- Code updates
Elections	Election November
Public Notices	Mandatory Public Notices (Includes cost to publish Trash Lien notices - Cost offset by admin charges)

ADMINISTRATIVE SERVICES



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Administrative Services Department – City of Jurupa Valley

Human Resources

Key Achievements for FY 2019-20

Achievements

- Converted 9 contract positions to staff positions (Assistant Building Official, Building/Code Manager, Building Inspection Supervisor, Code Enforcement Supervisor, 4 Code Enforcement Officers and Receptionist) and recruited 5 new positions (Principal Accountant, Economic Development Manager).
- Implemented new software system (Neo Gov) in order to update our HR recruitment.
- Made several changes to Personnel Rules in order to clarify language for existing policies.
- Implemented Spanish Testing for bilingual staff.
- Completed training for all staff (Harassment Prevention Training)
- Continue to monitor and train staff regarding Covid-19.
- Implemented the Care Act for Covid-19, which allows staff 40 hours of sick leave with Covid-19 eligibility requirements. Approximately 3 employees participated.

Key Goals for FY 2020-21

Goals

- Continue to update City employees on changes in State and Federal Employment Laws
- Review and update Personnel Policies and Procedures
- Continue to evaluate and prepare for transitioning contract employees to City staff
- Recruit and hire City staff as approved by council
- Continue recruitment for three contract positions (Community Development Director, Public Works/Engineer Director and Assistant City Manager).
- Implemented new Medical, Dental and Vision benefits through Keenan and Associates.

City of Jurupa Valley

ADMINISTRATIVE SERVICES

GENERAL FUND - 100-1150

	<u>FY 2017/18</u>	<u>FY 2018/19</u>	<u>FY 2019/20</u>	<u>FY 2020/21</u>
	ACTUAL	ACTUAL	EST. ACTUAL	PROPOSED
<u>PERSONNEL</u>				
Salaries	369,675	450,192	465,521	556,751
Cafeteria Benefit	77,000	93,800	88,200	134,400
Retirement Contribution	26,016	31,665	39,015	38,973
Other Employee Costs	11,786	15,643	18,585	19,856
Total Personnel	484,477	591,300	611,321	749,980
<u>OPERATING EXPENSES</u>				
Office Supplies	2,494	2,682	2,577	2,000
Professional Services	194,909	156,774	198,000	272,400
Audit Services	30,853	30,300	33,710	35,810
Consulting Services	-	16,170	5,100	4,900
Postage	56	94	150	150
Bank Service Fees	9,059	9,601	9,600	9,800
Meetings/Conferences	-	80	156	1,000
Education/Training	408	633	5,950	2,500
Dues/Memberships	110	12,136	110	4,305
Total Operating	237,889	228,471	255,353	332,865
TOTAL ADMIN SERVICES	722,366	819,771	866,674	1,082,845

Expenditure Explanations

Salaries and Benefits	Administrative Services Director, Principal Accountant, HR Manager, Accountants (2), Accounting Technicians (2), Acct Clerk
Professional Services	HdL Sales Tax recovery service est. \$180,000 (15% of recoveries), \$15,400- HdL Prop Tax services. Pre-employment lab and background checks (\$2,000) Recruiter \$75,000
Audit Services	Provides for Independent City audit \$33,710 and Statistical info for CAFR \$600, Single Audit \$1,500
Consulting Services	Accounting Agreement carryover from FY 19-20
Bank Service Fees	Charges to process financial transactions such as credit cards.
Meetings/Conferences	CPA (\$1,000)
Education/Training	HR (\$1,500), Finance (\$1,000)
Dues/Memberships	\$3,690- LWC, Jobs Available \$45, \$220- CSMFO, \$350- CALPELRA

NON-DEPARTMENTAL



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City of Jurupa Valley

NON DEPARTMENTAL
GENERAL FUND - 100-1190

	<u>FY 2017/18</u>	<u>FY 2018/19</u>	<u>FY 2019/20</u>	<u>FY 2020/21</u>
	ACTUAL	ACTUAL	EST. ACTUAL	PROPOSED
<u>PERSONNEL</u>				
Salaries	19,282	20,028	21,378	-
Cafeteria Benefit	3,360	3,360	3,360	-
Retirement Contribution	1,350	1,402	1,496	-
Other Employee Costs	16,708	16,201	16,374	-
Total Personnel	40,700	40,990	42,608	-
<u>OPERATING EXPENSES</u>				
Office Supplies	17,415	16,196	14,000	10,000
Copying Costs	32,350	47,296	34,000	34,000
Professional Services	68,592	5,343	16,000	15,820
Repairs & Maintenance	252,529	91,262	75,000	75,000
Motor Vehicle Fuel- Maint	23,784	23,928	25,000	25,000
Postage	25,691	17,375	18,000	18,000
Phone/Internet	37,183	40,251	42,000	42,000
Cell Phones	3,540	5,891	3,200	3,469
Electricity/Gas	52,581	36,123	35,000	35,000
Water and Sewer	2,942	3,106	4,500	4,500
Rent	48,690	4,907	3,400	3,400
EOC Materials and Supplies	-	-	-	-
Dues/Memberships	4,704	4,061	5,500	5,500
Revenue Neutrality	3,719,329	5,374,890	4,875,588	4,969,554
Furniture & Equipment	31,795	59,682	60,000	16,130
Capital Equipment & Furniture	-	-	-	28,900
Buildings and Improvements	1,672,494	43,117	-	186,250
Capital Projects	-	4,655	2,058,737	1,884,227
Total Operating	5,993,619	5,778,083	7,269,925	7,356,750
<u>INTERFUND CHARGES</u>				
Risk Management	75,000	90,989	127,280	176,609
Information Systems	170,172	420,990	440,566	384,014
Total Interfund Charges	245,172	511,979	567,846	560,623
TOTAL NON-DEPARTMENTAL	6,279,491	6,331,051	7,880,379	7,917,373

Expenditure Explanations

Salaries and Benefits	Public Works Supervisor Allocation
Copying Costs	Provides for all City copiers and per copy charges
Professional Services	PARS Admin (\$3,900) Shred It (\$720), Paychex processing (\$10,000), FSA Admin (\$1,200)
Repairs & Maintenance	Building Maint costs: Janitorial contract, A/C systems, Alarm systems, Pest control, Misc. repairs
Vehicle Maintenance	Fuel & Servicing
Postage	Citywide postage costs.
Phone/Internet	City Hall- Internet and phone systems
Electricity/Gas	City Hall facility
Water/Sewer	City Hall facility
Rent	Modular storage units
Dues/Memberships	Cal Spec Dist Assoc (Workers' Comp), LAFCO fees
Furniture & Furnishings	\$16,130- tools and equipment for PW
Capital Equipment & Furniture	\$28,900- tools and equipment for PW, A/C upgrades
Buildings and Improvements	\$186,250 Roof for City Hall
Capital Projects	Various CIP projects carryover from FY 2019/20 \$1,634,227 and new CIP for DIF FY 2020/21 Traffic Signal Upgrades \$250,000
Risk Management	General Fund portion of Risk Management costs- See Risk Mgmt Budget
Information Systems	General Fund portion of Info Tech costs- See Info Tech Budget

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ENGINEERING/ DEVELOPMENT



ACHEIVEMENTS AND GOALS

ADMNISTRATION. ENGINEERING/PUBLIC WORKS AND DEVELOPMENT SERVICES

City of Jurupa Valley

Public Works/Engineering/Development Department

Key Achievements for 2019-20

Engineering Administration

- Attended WRCOG and RCTC committee meetings as required
- Actively participated in development review meetings and provide written project conditions
- Created and managed special districts addressing community needs
- Sought additional funding for projects and programs
- Attended various monthly meetings
- Commenced with development of the Master Plan of Streets and Trails (as identified within the General Plan)
- Developed the City's first-ever formal Pavement Management Program (PMP)
- Participated with Riverside County in the completion of the I-15/Limonite Avenue interchange project
- Obtained funding for the Local Road Safety Plan (LRSP)
- Expanded the availability of the electronic service request tools for residents to submit concerns related to infrastructure and traffic (potholes, illegal dumping, traffic concerns, red curb requests, etc.)

CIP/Design

- Worked with Accounting to secure funds from additional outside sources whenever possible
- Completed design of HSIP (Pedley Road) project
- Continued with design of Limonite Avenue widening (Bain Street to Beach Street)
- Continued with design of Van Buren Boulevard widening (Limonite Avenue to Clay Street)
- Implemented the City's first ever multi-year Capital Improvement Program (through FY 23/24)
- Completed reconstruction of Granite Hill pavement (Pyrite Road to Camino Real), while collaborating with JCSD on a new water pipeline
- Completed the City's first ever Pedestrian Hybrid Beacon signal at Limonite Avenue and Marlatt Street
- Completed the pavement rehabilitation of Rubidoux Street from Mission Boulevard to SR-60

Plan Review

- Generally met 2 week turnaround timeframe for all improvement plan submittals
- Reviewed public counter practices and procedures
- Closed out encroachment permits within six months of issuance unless extended
- Chaired Design Review Committee meetings on a weekly basis to better coordinate project entitlement and review between the City's development services divisions and outside agencies.
- Implemented Accela Citizen Access (ACA) during the pandemic to make remote permitting and inspection available while city hall was closed.

Traffic and Transportation

- Adopted the final truck study and implemented truck restrictions on Etiwanda Avenue and Country Village Road (between Philadelphia Avenue and SR-60)
- Administered/Supported Traffic Committee
- Implemented a streamlined work order procedure for completing traffic safety improvements
- Implemented speed hump request policy and permit parking request policy

Construction Management and Inspection

- Provided timely and efficient release and acceptance of public improvements
- Recommended bond releases and timely reductions for improvements

NPDES

- Continued cross training staff to enhance environmental programs
- Initiated water quality testing in public rights of way
- Inspected businesses required to meet State Mandates and provide timely billing to facilitate collection of fees
- Collaborate with RCFC&WCD and other Co-Permittees to the MS4 Permit to develop a possible regional BMP approach (instead of individual agencies developing multiple BMPs that can be used closer to an outfall)

Solid Waste

- Successfully presented the City's first mandatory commercial recycling and organics collection ordinance
- Successfully presented the City's first fee-supported Construction & Demolition Waste Recycling permit system
- Held two public workshops to engage the business community on mandatory recycling and other State-led environmental mandates

Economic Development

- Completed entitlement and approval of the development agreement for the Viridian project and entitlement of the Van Buren Marketplace Commercial Center at Rutile.

Public Works Maintenance Dept. Equipment Purchases

- Purchased a 2019 Volvo MC70C Skid Steer with bucket attachment to assist crews with daily maintenance activities.
- Purchased a Dump Trailer to assist crews in large scale cleanups and homeless encampment abatements.
- Purchased a 2.5 ton Hot Asphalt trailer and vibrating plate compactor to provide on demand hot asphalt to crews during roadway patching work orders.
- Purchased new Wanco Compact Radar Trailer to alert drivers of speed sensitive areas City Wide.

Maintenance Technician and On Call Contractor Work

- Began implementation of new yearly grid tree trimming in the Mira Loma Communities starting with all North/South facing streets.
- Refreshed all line striping and thermoplastic legends along Camino Real between Granite Hill and Linares.
- Installed new speed legends along Limonite corridor.
- Installed new Truck restriction signage along Country Village Rd. and Etiwanda Ave.
- Ground out and repaved rough and deteriorating asphalt sections along Wallace, Avalon and Market streets.
- Performed annual catch basin inlet cleaning as part of the City MS4 permit cleaning out a total of 837 basins
- Received 1,397 maintenance related requests between July 1 2019 and June 30 2020 completing and closing out 1,361 of those requests.

City of Jurupa Valley

ENGINEERING/ DEVELOPMENT
GENERAL FUND - 100-1320

	FY 2017/18	FY 2018/19	FY 2019/20	FY 2020/21
	ACTUAL	ACTUAL	EST. ACTUAL	PROPOSED
<u>OPERATING EXPENSES</u>				
Office Supplies	500	-	500	500
Professional Services	-	-	101,119	102,000
Consulting Services	1,866,763	1,793,197	1,471,460	2,079,618
Total Operating	1,867,263	1,793,197	1,573,079	2,182,118
TOTAL ENG/DEV	1,867,263	1,793,197	1,573,079	2,182,118

Expenditure Explanations

Consulting Services	HR Green contract services for development related engineering services - fee offset. Includes costs of Engineering working on development projects being processed by Planning.
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PUBLIC WORKS/ ENGINEERING



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City of Jurupa Valley

PUBLIC WORKS/ENGINEERING

GENERAL FUND - 100-1310

	<u>FY 2017/18</u>	<u>FY 2018/19</u>	<u>FY 2019/20</u>	<u>FY 2020/21</u>
	ACTUAL	ACTUAL	EST. ACTUAL	PROPOSED
<u>PERSONNEL</u>				
Salaries	11,903	11,923	191,726	198,449
Cafeteria Benefit	3,360	3,360	20,160	35,280
Retirement Contribution	835	835	13,421	13,891
Other Employee Costs	285	300	7,128	20,015
Total Personnel	16,383	16,417	232,435	267,635
<u>OPERATING EXPENSES</u>				
Office Supplies	5,262	2,977	4,000	2,000
Copying costs	898			
Books/Subscriptions	-	-		
Professional Services	-	-		
Consulting Engineering	547,235	628,296	635,931	513,222
Consulting NPDES	348,861	412,084	510,553	380,838
Professional Svcs NPDES	-	208,032	38,000	38,000
NPDES Permit	46,730	35,577	50,000	50,000
Public Notices	-	253	500	500
Postage	188	63	1,000	1,000
Total Operating	949,174	1,287,281	1,239,984	985,560
TOTAL PUBLIC WORKS	965,557	1,303,698	1,472,419	1,253,195

Expenditure Explanations

Salaries and Benefits	Includes City Engineer/PW Director as a City Employee. Consulting services reduced for offset. Also includes 20% allocation of Planning Dept. in house clerical staff to Engineering
Consulting Engineering	HR Green contract services- non-reimbursable traffic & project eng. & administration- Significant workload in non-reimbursable traffic engineering to support resident and City Council requests.
Consulting NPDES	HR Green contract services- required state and federal compliance program- partial fee offset
Professional Svcs AB 939 NPDES Permit	City share of Riverside Flood Control District consultant costs- ongoing SAWPA and State Water Resources permits

PLANNING



Planning Department – City of Jurupa Valley

Key Achievements for FY 2019-20

Achievements

New Regulations / Policies

- Objective Multiple Family Residential Development Standards
- City Environmental Guidelines with VMT Thresholds
- Code Amendment Regulating Shipping Container Businesses

General Plan Implementation

- Annual Progress Report submitted to State HCD
- LEAP Grant Application
- Initial Consistency Rezone Planning Commission Workshops
- General Plan Amendment to Incorporate the Local Hazard Mitigation Plan Into the Safety Element

Public Facilities Approvals

- Vernola Park Community Center Public Use Permit
- Horseshoe Park Site Development Plan

Residential Project Approvals

- 28 lot single family residential subdivision at Hudson & 60th Street
- Paradise Knolls Phase 1 Subdivision Right of Way Landscape & Tree Preservation Plan
- Extension of Time for Emerald Ridge North
- Habitat for Humanity Reapproval of 26 Lot Single Family Subdivision in Glen Avon

Commercial Project Approvals

- Gas Station, Car Wash, Convenience Store & Restaurant at I-15 and Cantu-Galleano
- Extension of Time for Shopping Center Parcel Maps – Limonite Plaza & Valley Plaza
- Automated Car Wash for Gas Station at Bellegrave & Van Buren
- Extension of Time for Wineville Marketplace
- Van Buren Marketplace – 15 Acre Shopping Center at Van Buren & Rutilo

Industrial project Approvals

- Viridian – Agua Mansa Commerce Park Specific Plan & Development Agreement
- Horizon Business Park at Etiwanda & Cantu-Galleano Ranch Road
- PreZero Recycling – High Tech Bio-Waste & Plastics Recycling on San Savaine

Proposed Projects

- Space Center Redevelopment Project: 1.5 million square feet of industrial warehouse
- Carson Company: 200,000 square feet of industrial
- Proficiency Capital: 800,000 square feet of industrial

- Rio Vista Specific Plan (approximately 1,300 homes)
- Mission Gateway – Northtown mixed use affordable apartments & retail center
- Emerald Meadow – “The District” Specific Plan (4 million square feet of warehouse logistics with commercial and recreational uses)
- Pyrite & SR60 Shops at Jurupa Valley Retail Commercial Shopping Center
- Cold Storage Industrial on Rubidoux Blvd. south of 26th Street

Services Provided:

Planning Applications Processed	212
Actions taken by Planning Commission	26
Planning Commission study/work sessions	4
Public Inquiries responded (in person (4,000), telephone (6,500), or email (2,600))	13,100
Building Permit Plan check (land use and zoning review)	1,094

Key Goals for FY 2020-21

Goals

- 2017 General Plan Zoning Consistency Process
- Complete Planning Department Filing and Laserfiche System
- Initiation of Zoning Ordinance Update
- Initiation of Pedley Village and Glen Avon Master Plans
- North Rubidoux/Belltown Master Plan
- Repeal Agua Mansa Industrial Corridor Specific Plan
- Transition of Planning Department Core Staff to City Employees

City of Jurupa Valley

PLANNING
GENERAL FUND - 100-1220

	<u>FY 2017/18</u>	<u>FY 2018/19</u>	<u>FY 2019/20</u>	<u>FY 2020/21</u>
	ACTUAL	ACTUAL	EST. ACTUAL	PROPOSED
<u>PERSONNEL</u>				
Salaries	47,731	47,691	57,292	153,431
Cafeteria Benefit	13,440	13,440	13,440	30,240
Retirement Contribution	3,341	3,338	4,010	10,740
Other Employee Costs	1,308	1,200	1,594	5,605
Total Personnel	65,820	65,669	76,336	200,016
<u>OPERATING EXPENSES</u>				
Office Supplies	1,974	2,723	3,000	4,000
Professional Services	-	-	-	-
Commissioner Stipends	3,900	3,450	6,000	6,000
Consulting Services-Reimb	1,373,387	2,027,251	1,025,040	1,205,280
Consulting Services	630,311		1,679,544	762,520
Public Notices	2,371	444	1,000	1,200
Postage	311	140	100	100
Meetings/Conferences	-	-	1,500	1,500
Dues/Memberships	-	-	3,500	2,000
Office Furniture and Equip.	-	-	5,000	-
Total Operating	2,012,254	2,034,008	2,724,684	1,982,600
TOTAL COMMUNITY DEV.	2,078,074	2,099,677	2,801,020	2,182,616

Expenditure Explanations

Salaries and Benefits	Planning Senior Admin Assistant Allocation
Professional Services	None required- Prof services for development projects are covered in Consulting Services- Reimb
Commissioner Stipends	Planning commissioner stipends at \$50 per meeting attended
Consulting Services-Reimbursable	Civic Solutions contract services for fee based planning services by Civic Solutions
Consulting Services- Non Reimbursable	Civic Solutions contract services for non development related projects and programs- includes GP Zoning Consistency work and new Housing related efforts mandated by the state.
Public Notices	Costs for printing public notices for Planning Commission in Local Newspapers.
Meetings/Conferences	Planning Commission attendance at APA or similar conferences
Dues/Memberships	APA memberships for each Commissioner
Office Furniture and Equip	Phase 1 filing solution. Racks will be replaced with system that can accommodate 50% more storage

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BUILDING SAFETY



Building/Safety Division – City of Jurupa Valley

Key Achievements for FY 2019-2020

Achievements

- Continued to upload the monthly activity reports on the City Website. This allows the public to review this information 24 hours per day, 7 days a week.
- Successfully maintained compliance with the following turnaround schedules:
 - Plan check: 15 working days for initial plan reviews, 10 working days for re-checks approximately 90% of the time
 - Inspection: Perform inspections the following day after the request has been received, 100% of the time.
- On August 5, 2019, the Building Dept. began issuing all permits utilizing our new Accela Permit software.
- Began inputting all inspection results into the Accela permit system from the field by the Building Inspection staff.
- Continued to have most of the cost of services recovered by fees and deposits.
- Implemented the Accela Citizens Access (ACA) portal so that the public can apply for building permits on-line.
- Maintained an inspection request feature on the City website. This allows the public to schedule inspections 24 hours a day, 7 days a week.
- Provided a 1 ½ hour, in-house technical training for Inspectors, Plans Examiners and Permit Technicians, once a month.
- Began generating all Building Department activity reports using the new Accela permit system.

Key Goals for FY 2020-2021

Goals

- Accept all plans for plan check electronically using the new Accela permit system.
- Continue to input all inspection results into the Accela permit system from the field, by the Building Inspection staff.
- Continue to generate all Building Dept. activity reports via the new Accela permit system.
- Continue to perform plan reviews for new buildings within 15 business days for first plan review and 10 business days for subsequent plan reviews (goal 100% of the time).
- Continue to provide inspections of all projects the next working day after a request has been received, 100% of the time.
- Continue to have most of the cost of services recovered by fees and deposits.

- Provide a 1½ hour in-house technical training seminar for all Building Department staff once a month.
- Provide a Building Department staff meeting once a month.
- Schedule all Building Department staff to attend an 8 hour CALBO technical training seminar in Ontario or Orange County.
- Prepare and submit all statistical information that is necessary for the 2020 city wide fee study.

City of Jurupa Valley

BUILDING SAFETY
GENERAL FUND - 100-1230

	<u>FY 2017/18</u>	<u>FY 2018/19</u>	<u>FY 2019/20</u>	<u>FY 2020/21</u>
	ACTUAL	ACTUAL	EST. ACTUAL	PROPOSED
<u>PERSONNEL</u>				
Salaries	-	-	67,600	282,542
Cafeteria Benefit	-	-	8,400	33,600
Retirement Contribution	-	-	4,732	20,166
Other Employee Costs	-	-	2,658	11,599
Total Personnel	-	-	83,390	347,907
<u>OPERATING EXPENSES</u>				
Office Supplies	8,085	8,292	8,090	10,407
Books and Subscriptions	-	-	4,280	4,080
Equipment	1,416	707	8,850	2,370
Consulting Services	1,799,722	1,907,114	1,928,544	1,262,515
Cell Phone	5,516	5,891	1,950	2,064
Education and Training	-	500	4,800	5,850
Dues/Memberships	-	270	1,135	1,135
Total Operating	1,814,739	1,922,774	1,957,649	1,288,421
TOTAL BUILDING	1,814,739	1,922,774	2,041,039	1,636,328

Expenditure Explanations

Salaries	50% of City Building Official and Building/Code Manager. Part-time Assistant Building Official and Building Inspection Supervisor
Office Supplies	Office supplies to support 10 staff
Books and Subscriptions	Code and reference books
Equipment	New Equipment needed to support 10 staff in field
Consulting Services	HR Green contract services for all building related activities - fee offset. IKC Consultants
Cell Phone	Cell phones and WiFi for iPads used by Building Inspectors
Education and Training	CALBO
Dues/Memberships	CALBO

CODE ENFORCEMENT



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Code Enforcement Division – City of Jurupa Valley

Key Achievements for FY 2019-2020

Achievements

- Provided in-house technical training for Officers once a month.
- Responded to 3,966 complaints, opened 3,340 cases and resolved 3,440 cases.
- The entire Code Enforcement staff (6) obtained the CACEO Certified Code Enforcement Officers certification by completing 3 modules consisting of 40 hours of training each and passing the exam for each module.
- All full time code enforcement officers are also PC 832 certified.
- Closed down all illegal marijuana dispensaries in the City.
- The Building and Code Manager successfully passed the Legal and Management modules of the ICC Building Official Certification. The third and final certification module has been applied for and the testing is scheduled.
- Achieved 70% compliance in the citywide commercial truck storage enforcement program.

Key Goals for FY 2020-2021

Goals

- Insure that all Code Enforcement Officers attain the International Residential Code certification.
- Achieve 100% compliance in the citywide weed abatement program.
- Schedule all Code Enforcement staff to attend a CACEO 8 hour technical training seminar.
- Achieve 50% compliance in the citywide commercial truck storage enforcement program.
- Achieve 50% compliance in the citywide Public Property clean-up Ordinance.
- Continue to enforce unlawful vending citywide.
- Coordinate and conduct "Lock outs" at marijuana dispensaries throughout the city with assistance from the Sheriff's Department
- Continue to assist Sheriff's Department with search warrants on illegal marijuana grow houses
- Continue to assist Sheriff's Department with enforcement of inoperable vehicles on public right of way
- Continue to assist the Building and Safety Department with abandoned construction projects and identify construction performed without inspections or permits

- Continue in identifying and abating abandoned vehicles on private property
- Continue to assist the Public Works Department with identifying grading performed without inspections or permits
- Continue to assist Burrtec and Waste Management in enforcing the Exclusive Solid Waste contract with the City.

City of Jurupa Valley

CODE ENFORCEMENT
GENERAL FUND - 100-1240

	<u>FY 2017/18</u>	<u>FY 2018/19</u>	<u>FY 2019/20</u>	<u>FY 2020/21</u>
	ACTUAL	ACTUAL	EST. ACTUAL	PROPOSED
<u>PERSONNEL</u>				
Salaries	-	-	67,600	444,163
Cafeteria Benefit	-	-	8,400	100,800
Retirement Contribution	-	-	4,732	31,092
Other Employee Costs	-	-	2,658	49,322
Total Personnel	-	-	83,390	625,377
<u>OPERATING EXPENSES</u>				
Office Supplies	5,938	2,892	3,585	6,310
Books and Subscriptions	-	-	820	250
Equipment	3,701	16,688	11,415	8,257
Consulting Services	987,736	1,357,708	1,360,731	5,729
Weed Abatement	2,550	-	10,000	10,000
Graffiti Abatement	80,000	80,000	80,000	80,000
Vehicle Abatement	-	270	3,000	3,000
Postage	-	-	7,000	7,000
Cell Phone	-	-	3,100	3,225
Education and Training	-	-	2,300	6,883
Dues/Memberships	-	380	665	1,145
Total Operating	1,079,925	1,457,938	1,482,616	131,799
TOTAL CODE ENFORCE	1,079,925	1,457,938	1,566,006	757,176

Expenditure Explanations

Salaries	50% of City Building Official and Building/Code Manager. All Code Enforcement
Books and Subscriptions	IPMC and CACEO Manuals
Equipment	Includes Equipment for noise monitoring, field electronics.
Consulting Services	VPS (Vacant Property)
Weed Abatement	Performed as necessary - Offset by liens on property
Graffiti Abatement	JCSD contract- graffiti removal on private property with owner consent
Vehicle Abatement	Removal of nuisance vehicles on private property
Postage	Notices to property owners for violations via Certified Mail
Cell Phones	Includes cell phone and data cost/installments
Education and Training	CACEO Annual Training
Dues/Memberships	CACEO Membership

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PUBLIC SAFETY



City of Jurupa Valley

PUBLIC SAFETY			
GENERAL FUND - 100-1410			

	FY 2017/18	FY 2018/19	FY 2019/20	FY 2020/21
	ACTUAL	ACTUAL	EST. ACTUAL	PROPOSED
<u>OPERATING EXPENSES</u>				
Police Contract	17,395,982	17,467,228	20,335,037	20,715,359
Fire Responsibility Area	191,400	204,329	230,656	230,656
Total Operating	17,587,382	17,671,557	20,565,693	20,946,015
TOTAL PUBLIC SAFETY	17,587,382	17,671,557	20,565,693	20,946,015

Expenditure Explanations

Police Contract	Dedicated patrol officers for Jurupa Valley. 5.0% deputy rate increase, one additional traffic deputy (DUI), \$150,000 for replacing commercial enforcement vehicle and equipment, \$80,000 increase in facility change
Fire Responsibility Area	Wildland fire protection services agreement with Calfire

City of Jurupa Valley

ANIMAL SERVICES			
GENERAL FUND - 100-1420			

	FY 2017/18	FY 2018/19	FY 2019/20	FY 2020/21
	ACTUAL	ACTUAL	EST. ACTUAL	PROPOSED
<u>OPERATING EXPENSES</u>				
Animal Control	810,621	687,672	907,930	1,107,360
Total Operating	810,621	687,672	907,930	1,107,360
TOTAL ANIMAL SERVICES	810,621	687,672	907,930	1,107,360

Expenditure Explanations

Animal Control Dedicated services for Jurupa Valley. Net of offsetting revenue.

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WORKING TOGETHER TO IMPROVE OUR INFRASTRUCTURE



SPECIAL FUNDS



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City of Jurupa Valley

GAS TAX ROAD MAINTENANCE
SPECIAL REVENUE - 200-2000

	FY 2017/18	FY 2018/19	FY 2019/20	FY 2020/21
	ACTUAL	ACTUAL	EST. ACTUAL	PROPOSED
Beginning Fund Balance	-	-	(755)	(0)
<u>REVENUE</u>				
Section 2103	397,983	357,102	732,244	673,664
Section 2105	541,416	579,380	523,167	481,314
Section 2106	342,781	369,409	318,555	293,071
Section 2107	719,323	728,152	637,689	586,674
Section 2107.5	10,000	10,000	10,000	10,000
Grants	115,178	61,381		-
Transfers in/out	248,857	495,208	60,382	272,450
Interest Earnings-Other	1,443	6,226	-	-
TOTAL REVENUE	2,376,981	2,606,859	2,282,037	2,317,173
Balance Available	2,376,981	2,606,859	2,281,282	2,317,173
<u>PERSONNEL</u>				
Salaries	214,254	205,869	220,881	169,871
Cafeteria Benefit	62,160	62,160	62,160	50,400
Retirement Contribution	14,998	14,397	15,461	11,891
Other Employee Costs	18,121	19,624	25,439	9,948
Total Personnel	309,533	302,050	323,941	242,110
<u>Operating Expenses</u>				
Consulting Engineering	339,894	262,707	213,417	199,358
Street Maintenance	622,000	770,027	754,118	740,000
Signal Maintenance	260,000	323,467	275,000	275,000
Contract Street Materials	66,283	80,374	113,095	100,000
Repairs & Maintenance	-	73,317	5,120	-
Weed Abatement	2,244		-	-
Graffiti Abatement Services	20,000	20,000	20,000	20,000
Electric/Gas Cost	79,911	110,392	113,767	90,000
Tree Trimming	61,518	102,327	133,009	150,000
Median Maintenance	49,512	49,259	44,788	50,000
On Call Pvmnt Repair	28,990	135,892	120,123	100,000
Street Striping	94,413	157,143	93,673	100,000
Street Signs	26,419	22,990	26,076	75,000
Education/Training	-	-	-	-
Capital Projects	416,264	197,671	45,155	175,705
Total Operating	2,067,448	2,305,565	1,957,341	2,075,063
TOTAL EXPENSES	2,376,981	2,607,615	2,281,282	2,317,173
Ending Fund Balance	-	(755)	(0)	0

Expenditure Explanations

Salaries and Benefits	Includes 3 Public Works personnel and a portion of the Public Works Operations Manager
Consulting Engineering	HR Green contract engineering for traffic and transportation issues chargeable to Gas Tax
Street Maintenance	Contract with MCE for Right of way Maintenance.
Signal Maintenance	Traffic Signal Maintenance performed under agreement with Riverside County
Contract Street Materials	Various materials for repairs, guard rails, pothole mixes, minor material items
Graffiti Abatement Services	JCSD supplied Graffiti removal in City right of way
Traffic Signal/Pump Electric	Electrical costs for city facilities in public right of way
Tree Trimming	Citywide right of way tree trimming under contract.
LLMD Maintenance	Gas tax supplement to LLMD right of way Maintenance - as needed
Median Maintenance	Maintenance for Van Buren, Etiwanda and Limonite medians
On Call Pavement Repair	Contract with a vendor for on call repairs to pavement as necessary
Street Striping	Annual striping program
Street signs	New and replacement of traffic signs
Education/Training	Periodic training for in-house maintenance staff
Capital Projects	FY 2020-21 CIP \$30K-Citywide Guardrail Replacement. Traffic Safety related items \$145,705

City of Jurupa Valley

MEASURE A ROAD MAINTENANCE

SPECIAL REVENUE - 210-2100

	FY 2017/18	FY 2018/19	FY 2019/20	FY 2020/21
	ACTUAL	ACTUAL	EST. ACTUAL	PROPOSED
Beginning Fund Balance	(450,251)	120,195	834,698	1,219,202
	-	-		
<u>REVENUE</u>	-	-		
Measure A	2,124,100	2,306,472	2,123,000	1,851,000
Other Revenue	539,725	64,106	-	
Interest Earnings	2,066	9,732	19,000	24,000
TOTAL REVENUE	2,665,891	2,380,310	2,142,000	1,875,000
Balance Available	2,215,640	2,500,505	2,976,698	3,094,202
<u>EXPENSES</u>				
Operating Expenses				
Office Supplies	3,203	6,230	4,000	4,000
Professional Services	4,121		1,300	1,300
Consulting Engineering	-	1,593	-	-
Debt Service	467,264	1,059,458	1,240,850	1,059,400
Capital Projects	1,594,829	598,526	486,996	1,889,928
Projects Administration	26,028	-	24,350	94,496
Total Operating	2,095,445	1,665,807	1,757,496	3,049,124
TOTAL EXPENSES	2,095,445	1,665,807	1,757,496	3,049,124
Ending Fund Balance	120,195	834,698	1,219,202	45,078

Expenditure Explanations

Professional Services	\$1,300- CMFA Fee for bonds
Debt Service	\$1,059,400 annual debt service payment on COP's for Street rehab project
Capital Projects	Capital project Cons.& Eng. inspection costs for FY 2019-20 includes project funding more specifically identified in the City's FY 2020-21 CIP \$506,724 Carryovers from FY 19/20
Projects Administration	Administrative overhead for Measure A Capital Projects Program

City of Jurupa Valley

SB-1 RMRA
SPECIAL REVENUE -201-2010

	<u>FY 2017/18</u>	<u>FY 2018/19</u>	<u>FY 2019/20</u>	<u>FY 2020/21</u>
	ACTUAL	ACTUAL	EST. ACTUAL	PROPOSED
Beginning Fund Balance	-	342,082	1,299,707	1,984,285
<u>REVENUE</u>				
SB-1	708,839	1,944,839	1,905,928	1,715,335
Traffic Congestion Relief	474	119,598	105,000	100,000
Interest Earnings	-	(474)	28,000	35,000
TOTAL REVENUE	709,313	2,063,962	2,038,928	1,850,335
Balance Available	709,313	2,406,044	3,338,635	3,834,620
<u>Operating Expenses</u>				
Consulting Engineering	-	-	-	-
Capital Projects	367,231	1,106,338	1,289,857	2,693,537
Projects Administration	-	-	64,493	134,677
Total Operating	367,231	1,106,338	1,354,350	2,828,214
TOTAL EXPENSES	367,231	1,106,338	1,354,350	2,828,214
Ending Fund Balance	342,082	1,299,707	1,984,285	1,006,406

Expenditure Explanations

Capital Projects	Capital project construction and engineering inspection costs for FY 2020-21 includes project funding more specifically identified in the City's FY 2020-21 CIP and carryovers from FY 19/20
Projects Administration	Administrative

City of Jurupa Valley

AQMD SPECIAL REVENUE - 230-2300

	FY 2017/18	FY 2018/19	FY 2019/20	FY 2020/21
	ACTUAL	ACTUAL	EST. ACTUAL	PROPOSED
Beginning Fund Balance	57,707	167,590	298,394	377,296
REVENUE				
Intergovernmental	128,185	137,558	123,925	132,674
Interest Earnings	674	1,995	2,948	4,000
TOTAL REVENUE	128,858	139,553	126,873	136,674
Balance Available	186,565	307,143	425,267	513,970
Operating Expenses				
Motor Vehicle Fuel	18,975	8,749	-	-
Street Sweeping	-	-	-	-
Vehicle Purchases	-	-	47,971	180,000
Total Operating	18,975	8,749	47,971	180,000
TOTAL EXPENSES	18,975	8,749	47,971	180,000
Ending Fund Balance	167,590	298,394	377,296	333,970

Expenditure Explanations

Vehicle Purchases	Reserves for possible three Electrical Trucks for PW-Building-Code
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City of Jurupa Valley

Community Development Block Grant (CDBG)

SPECIAL REVENUE - 240-2400

	FY 2017/18 ACTUAL	FY 2018/19 ACTUAL	FY 2019/20 EST. ACTUAL	FY 2020/21 PROPOSED
Beginning Fund Balance	-	(303,343) [▼]	(87,924)	98,006
<u>REVENUE</u>				
Federal CDBG	107,828	507,544	1,357,797	1,243,729
Other Revenue	-	-	119,575	702,928
Carryover Revenue	-	-	681,875	-
TOTAL REVENUE	107,828	507,544	2,159,247	1,946,657
Balance Available	107,828	204,201	2,071,323	2,044,663
<u>EXPENSES</u>				
Operating Expenses				
Professional Services	0	22,085	25,000	-
Community Service Programs	-	67,383	175,000	179,237
CDBG Administration	-	153,737	158,100	135,492
Capital Projects	411,171	48,921	1,615,217	1,726,928
Total Operating	411,171	292,125	1,973,317	2,041,657
TOTAL EXPENSES	411,171	292,125	1,973,317	2,041,657
Ending Fund Balance	(303,343)	(87,924)	98,006	3,006

Expenditure Explanations

Professional Services	\$40,000- GRC Associates-CDBG consulting, \$ 25,000- Fair Housing contract services, \$25,000- Fair housing study- contract TBD
Community Svcs. Programs	Various community services programs- Recommended, Homeless Services, Senior Nutrition. \$139,237 Path of Life, \$40,000 FSA
CDBG Administration	HR Green services. GRC Associates
Capital Projects	New Capital Projects \$825,000. Housing Rehab Pilot program \$104,000. Various carryover projects per CIP

City of Jurupa Valley

RISK MANAGEMENT				
INTERNAL SERVICE - 710-7100				

	FY 2017/18	FY 2018/19	FY 2019/20	FY 2020/21
	ACTUAL	ACTUAL	EST. ACTUAL	PROPOSED
Beginning Fund Balance	-			
<u>REVENUE</u>				
Interfund Charges				
Transfer In from Gen Fund	69,264	90,899	127,280	176,609
TOTAL REVENUE	69,264	90,899	127,280	176,609
Operating Expenses				
Insurance Premiums	69,264	90,899	127,280	176,609
Total Operating	69,264	90,899	127,280	176,609
TOTAL EXPENSES	69,264	90,899	127,280	176,609
Ending Fund Balance	-	-	-	

Expenditure Explanations

Insurance Premiums	Insurance premiums paid to PERMA (Public Employer Risk Mgmt. Assoc.). Increase due to estimated cost increase for new, in-house, employees, ex-mod factors and inflation
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City of Jurupa Valley

INFORMATION SYSTEMS

INTERNAL SERVICE - 720-7200

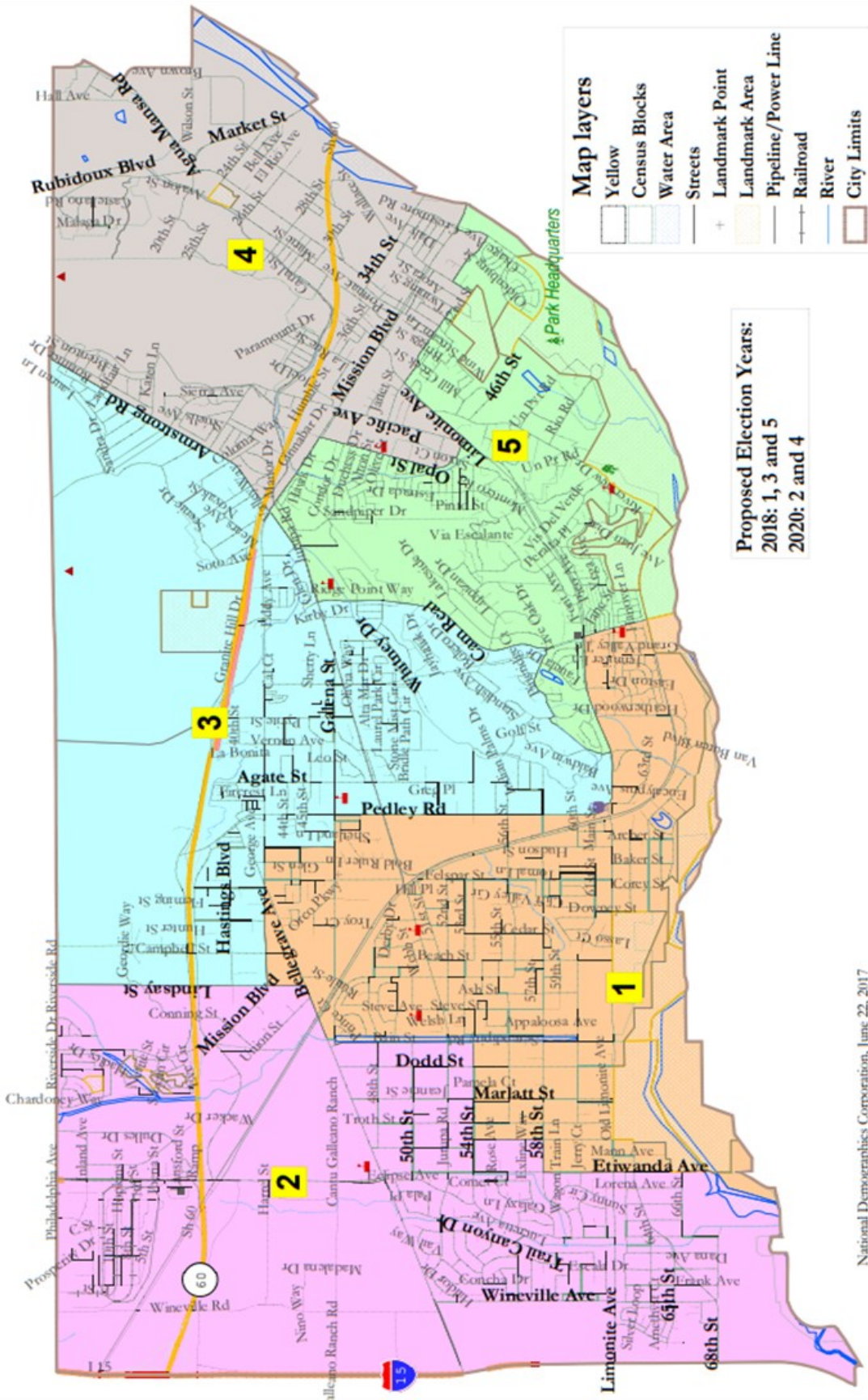
	FY 2017/18	FY 2018/19	FY 2019/20	FY 2020/21
	ACTUAL	ACTUAL	EST. ACTUAL	PROPOSED
Beginning Fund Balance	-	-	-	-
REVENUE				
Interfund Charges	-	-	-	-
Transfer In from Gen Fund	170,172	420,990	440,566	384,014
TOTAL REVENUE	170,172	420,990	440,566	384,014
Operating Expenses				
Professional Services	44,000	92,130	61,108	48,840
Hardware/Software Support	24,240	75,857	153,897	173,002
GIS Systems	37,500	36,750	92,423	100,000
Microfilm/Scanning	28,182	37,079	32,336	43,461
Software	8,250	151,504	22,880	10,211
Hardware	28,000	27,670	77,922	8,500
Total Operating	170,172	420,990	440,566	384,014
TOTAL EXPENSES	170,172	420,990	440,566	384,014
Ending Fund Balance	-			

Expenditure Explanations

Professional Services	Professional Services to manage City's network, devices and website - Brea I.T (\$48,840),
Software Support	Tyler-finance system (\$7,430), Barracuda (\$2,390), Fortinet (\$1,200), HdL Bus Lic Software (\$2,100), Esset anti-virus(\$727), City Sourced software (\$10,300), cloud based MS Office e-mail back-up service(\$5,346), Laserfiche back-up software (\$2,250), annual Accela permit system support (\$82,009), GoGovApps (\$7,676), Public Records request annual subscription fee GOVQA (\$3,600), NeoGov (\$3,778) HR, Video streaming subscription (\$16,140), Green Halo (\$2,460), Virtual Graffiti (\$596), IK Consulting for Accela support (\$25,000)
GIS Systems-fee paid	ESRI for GIS system cost \$5,500 offset w/LMS fees, HR Green GIS services
Microfilm/Scanning - fee paid	Laserfiche Scanning & Imaging - cost offset w/Microfilm/Scanning fees \$33,461 Bldg, \$10,000 Planing
Software	SPAM Filter Solution w/Spam Titan (\$2000), Antivirus-Cylance/Sophos (\$6,000), GreenTec WORM Storage (\$2,211)
Hardware	Miscellaneous hardware and cabling as needed (\$500), Upgrade Laserfiche server (\$8,000)

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SPECIAL DISTRICTS



National Demographics Corporation, June 22, 2017

City of Jurupa Valley

LANDSCAPE AND LIGHTING MAINTENANCE DISTRICT 89-1

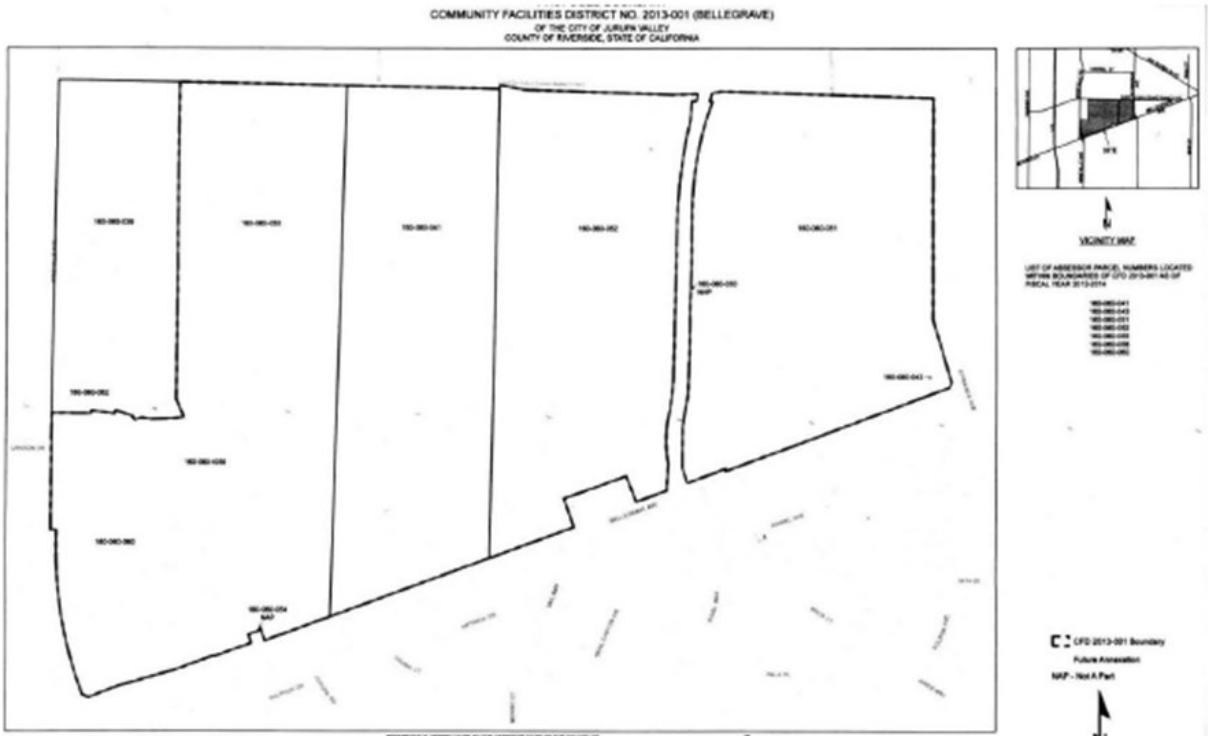
	FY 2017/18	FY 2018/19	FY 2019/20	FY 2020/21
	ACTUAL	ACTUAL	EST. ACTUAL	PROPOSED
Beginning Fund Balance	743,758	562,874	763,688	602,286
<u>REVENUE</u>				
Special Assessments	833,095	782,188	797,831	813,788
Balance Transfer from County		358,498	-	-
Other Revenue	24,193	30,592	31,204	31,828
Interest Earnings	4,115	3,837	8,000	8,000
TOTAL REVENUE	861,403	1,175,115	837,035	853,616
Balance Available	1,605,161	1,737,989	1,600,723	1,455,902
<u>EXPENSES</u>				
Personnel				
Salaries	9,641	10,014	10,214	10,418
Cafeteria Benefit	1,680	1,680	1,714	1,748
Retirement Contribution	675	701	715	729
Other Employee Costs	320	367	374	381
Total Personnel	12,316	12,762	13,017	13,276
Operating Expenses				
Consulting Services	76,781	60,734	61,948	63,187
Repairs and Maint	2,699	1,886	1,923	1,961
Traffic Signal/Pump Electric	101,806	93,369	95,236	97,141
Street Lighting	-	6,473	6,602	6,734
Water and Sewer	593,481	656,926	670,065	683,466
LLMD Maintenance	149,906	100,707	102,721	104,775
Total Operating	924,672	920,095	938,495	957,264
Interfund Charges				
Administrative Overhead 5%	105,299	41,445	46,925	47,863
Total Interfund Charges	105,299	41,445	46,925	47,863
TOTAL EXPENSES	1,042,286.69	974,302	998,437	1,018,403
Ending Fund Balance	562,874	763,688	602,286	437,499

Expenditure

Consulting Services	Management of maintenance agreements and inspection services
Landscaping/Tree Trimming	Cost of contract for landscape maintenance services

CFD 2013-001

BELLGRAVE



City of Jurupa Valley

**CFD 13-001 Bellegrave
350 - 3500**

	<u>FY 2017/18</u>	<u>FY 2018/19</u>	<u>FY 2019/20</u>	<u>FY 2020/21</u>
	ACTUAL	ACTUAL	EST. ACTUAL	PROPOSED
Beginning Fund Balance	176,904	356,897	588,684	826,174
REVENUE				
Special Assessments	227,847	288,211	293,976	299,856
Interest Earnings	1,915	4,344	5,500	6,500
TOTAL REVENUE	229,762	292,555	299,476	306,356
Balance Available	406,666	649,452	888,159.85	1,132,530
Operating Expenses				
Consulting Services	16,051	7,356	7,503	7,653
Signal Maintenance	-	-	-	-
Landscaping/Tree Trimming	4,365	3,649	3,722	3,796
Repairs and Maint	-	251	256	261
Graffiti Abatement Services	-	-	-	-
Street Lighting	16,519	22,355	22,803	23,259
CFD Maintenance	12,834	21,434	21,863	22,300
Water Quality Maint.	-	200	204	208
Total Operating	49,769	55,244	56,351	57,477
Interfund Charges				
Administrative Overhead 10%	-	5,524	5,635	5,748
Total Interfund Charges	-	5,524	5,635	5,748
TOTAL EXPENSES	49,769	60,769	61,986	63,225
Ending Fund Balance	356,897	588,684	826,174	1,069,305.05

Expenditure

Consulting Services	Management of maintenance agreements and inspection services
Landscaping/Tree Trimming	Cost of contract for landscape maintenance services

CFD 2014-001

HARVEST



City of Jurupa Valley

CFD 14-001 Harvest

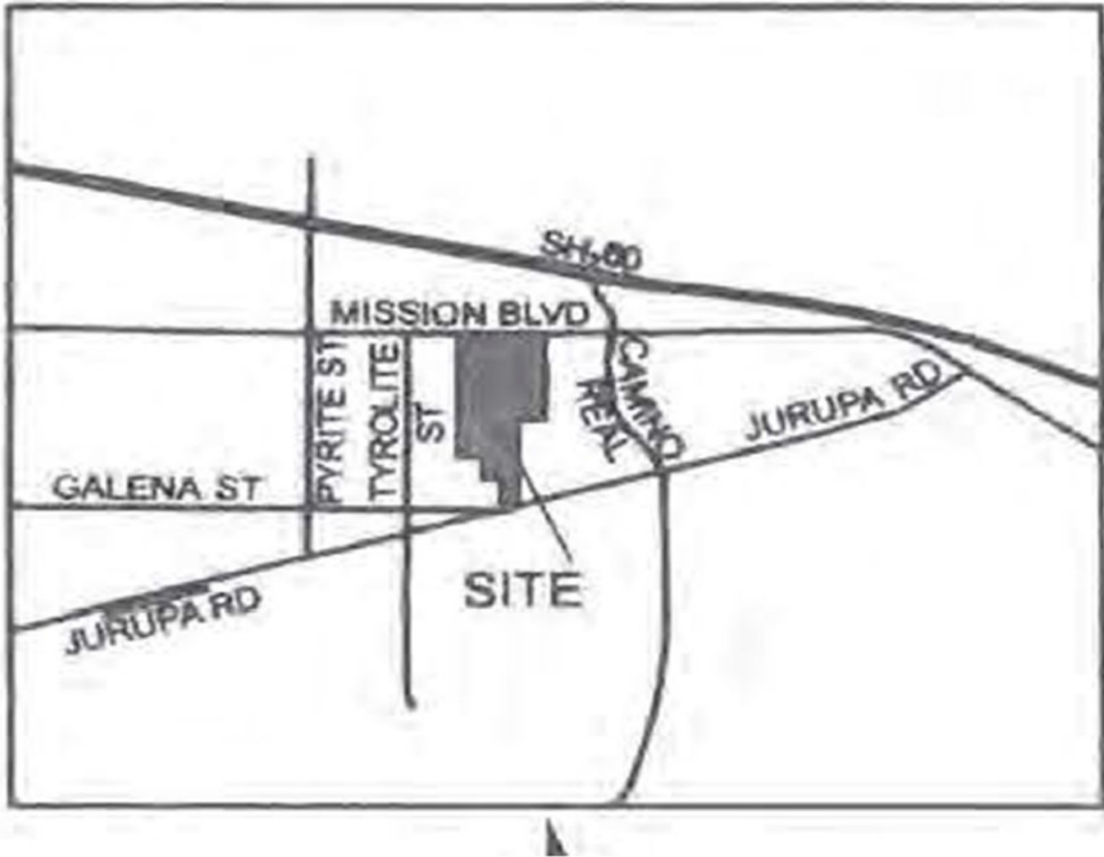
351 - 3510

	<u>FY 2017/18</u>	<u>FY 2018/19</u>	<u>FY 2019/20</u>	<u>FY 2020/21</u>
	ACTUAL	ACTUAL	EST. ACTUAL	PROPOSED
Beginning Fund Balance	168,591	271,899	437,392	606,425
<u>REVENUE</u>				
Special Assessments	198,771	258,261	263,426	268,695
Interest Earnings	1,553	3,208	3,500	4,000
TOTAL REVENUE	200,324	261,469	266,926	272,695
Balance Available	368,915	533,368	704,318	879,120
Operating Expenses				
Consulting Services	10,921	6,507	6,637	6,770
Signal Maintenance	-	-	-	-
Landscaping/Tree Trimming	75,439	38,445	39,213	39,997
Repairs and Maint	-	-	-	-
Graffiti Abatement Services	-	-	-	-
Street Lighting	1,836	5,383	5,490	5,600
CFD Maintenance	-	36,916	37,654	38,407
Water Basin Maint	-	-	-	52
Total Operating	88,196	87,251	88,994	90,826
Interfund Charges				
Administrative Overhead 10%	8,820	8,725	8,899	9,083
Total Interfund Charges	8,820	8,725	8,899	9,083
TOTAL EXPENSES	97,016	95,976	97,893	99,909
Ending Fund Balance	271,899	437,392	606,425	779,211

Expenditure

Consulting Services	Management of maintenance agreements and inspection services
Landscaping/Tree Trimming	Cost of contract for landscape maintenance services

CFD 2014-002
MISSION ESTATES



City of Jurupa Valley

CFD 14-002 Mission Estates
352 - 3520

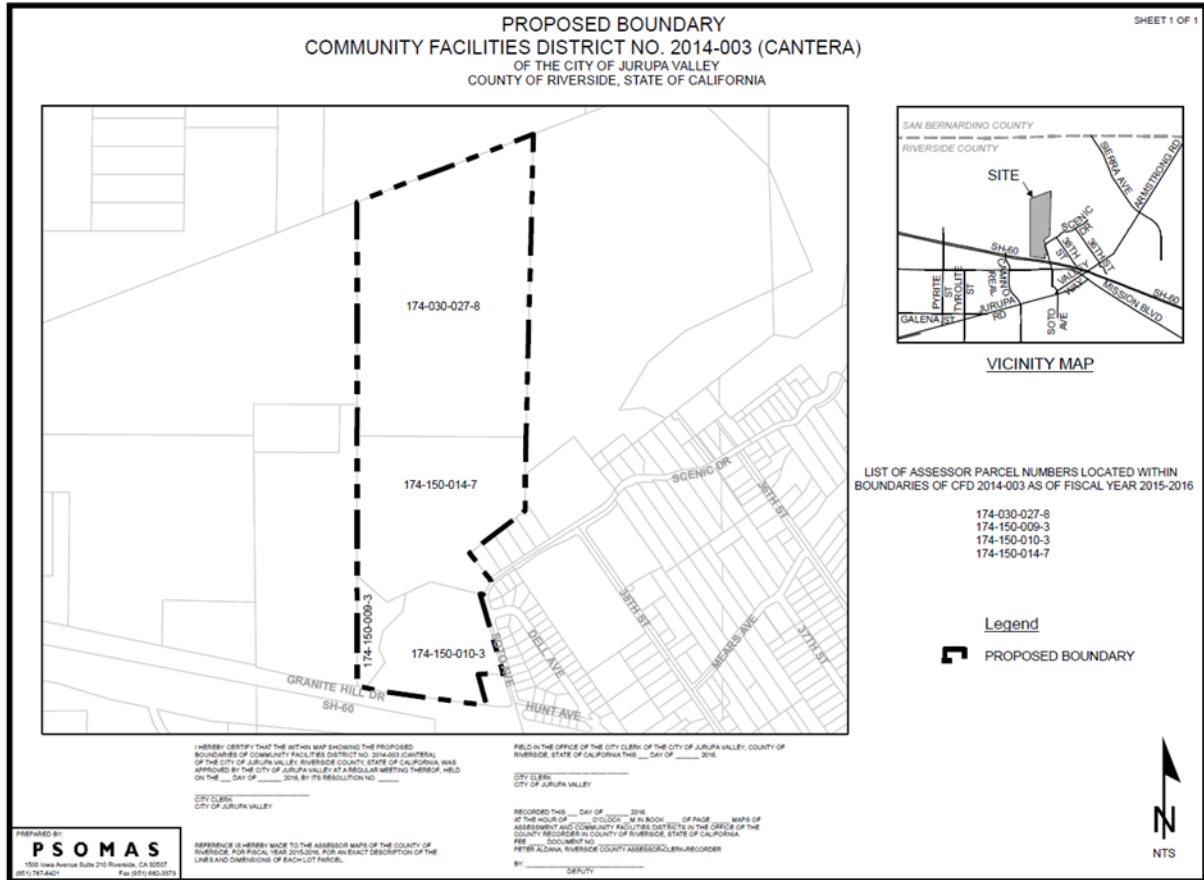
	<u>FY 2017/18</u>	<u>FY 2018/19</u>	<u>FY 2019/20</u>	<u>FY 2020/21</u>
	ACTUAL	ACTUAL	EST. ACTUAL	PROPOSED
Beginning Fund Balance	190,766	317,956	418,423	521,490
<u>REVENUE</u>				
Special Assessments	145,518	151,184	154,208	157,292
Interest Earnings	1,743	3,341	4,000	4,500
TOTAL REVENUE	147,261	154,526	158,208	161,792
Balance Available	338,027	472,482	576,631	683,282
Operating Expenses				
Consulting Services	10,451	8,071	8,233	8,398
Signal Maintenance	-	-	-	-
Landscaping/Tree Trimming	2,861	16,260	16,585	16,917
Repairs and Maint	50	-	-	-
Graffiti Abatement Services	-	-	-	-
Traffic Signal/Pump Electric	-	5,143	5,246	5,351
Street Lighting	4,884	503	513	523
CFD Maintenance	-	19,117	19,500	19,890
Water Quality Maint.	-	50	51	52
Total Operating	18,246	49,145	50,128	51,131
Interfund Charges				
Administrative Overhead 10%	1,825	4,914	5,013	5,113
Total Interfund Charges	1,825	4,914	5,013	5,113
TOTAL EXPENSES	20,071	54,059	55,141	56,244
Ending Fund Balance	317,956	418,423	521,490	627,038

Expenditure

Consulting Services	Management of maintenance agreements and inspection services
Landscaping/Tree Trimming	Cost of contract for landscape maintenance services

CFD 2014-003

CANTERA



City of Jurupa Valley

CFD 14-003 Granite Ridge/Cantera
356 - 3560

	<u>FY 2017/18</u>	<u>FY 2018/19</u>	<u>FY 2019/20</u>	<u>FY 2020/21</u>
	ACTUAL	ACTUAL	EST. ACTUAL	PROPOSED
Beginning Fund Balance	(3,306)	32,034	125,256	220,817
REVENUE				
Special Assessments	39,935	98,446	100,414	104,939
Interest Earnings	114	710	1,200	1,700
TOTAL REVENUE	40,049	99,155	101,614	106,639
Balance Available	36,743	131,189	226,869.69	327,456.49
Operating Expenses				
Consulting Services	4,281	5,277	5,383	5,491
Signal Maintenance	-	-	-	-
Landscaping/Tree Trimming	-	-	-	-
Graffiti Abatement Services	-	-	-	-
Street Lighting	-	-	-	-
CFD Maintenance	-	117	119	121
Water Quality Maint.	-	-	-	-
Total Operating	4,281	5,394	5,502	5,612
Interfund Charges				
Administrative Overhead 10%	428	539	550	561
Total Interfund Charges	428	539	550	561
TOTAL EXPENSES	4,709	5,934	6,052	6,173
Ending Fund Balance	32,034	125,256	220,817	321,283

Expenditure

Consulting Services	Management of maintenance agreements and inspection services
Landscaping/Tree Trimming	Cost of contract for landscape maintenance services

City of Jurupa Valley

CFD 15-001 Riverbend
353 - 3530

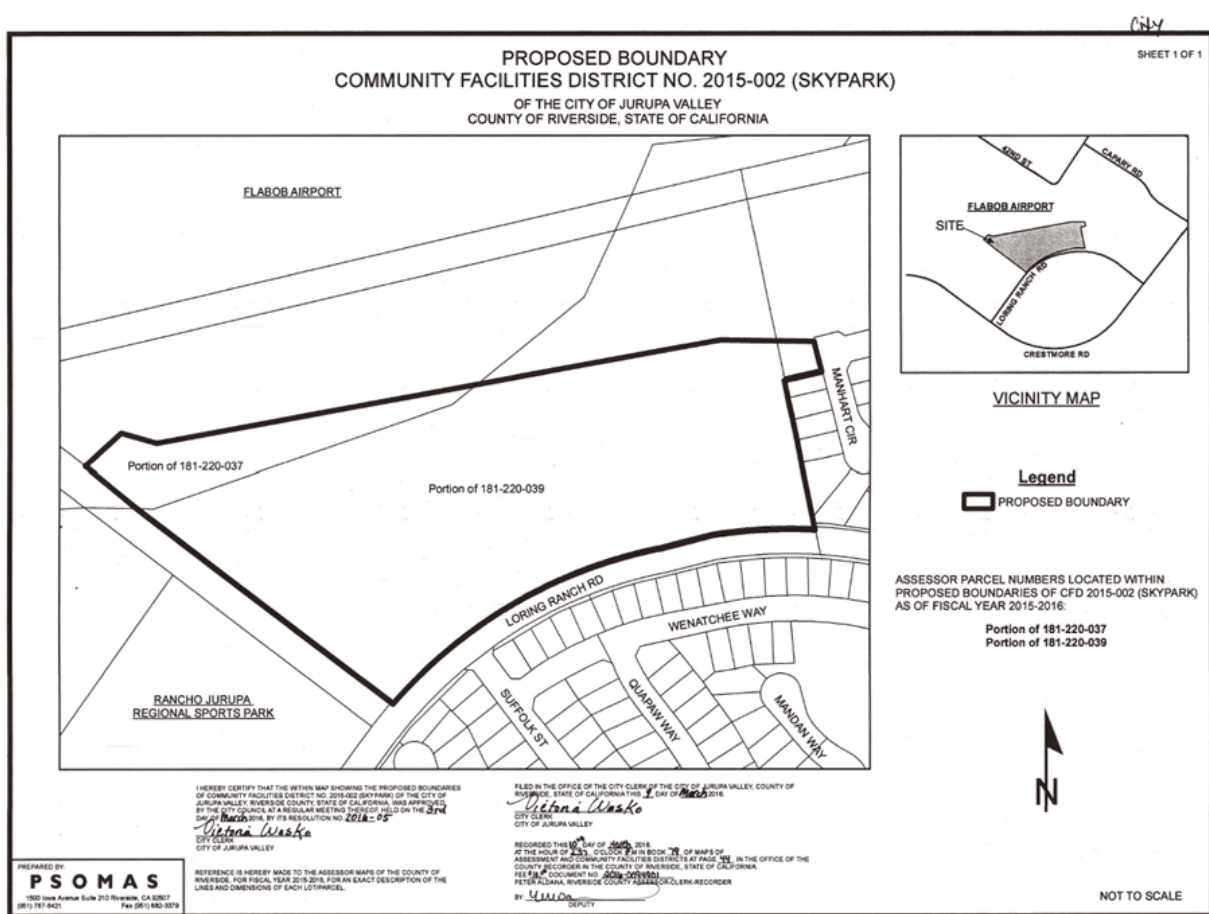
	<u>FY 2017/18</u>	<u>FY 2018/19</u>	<u>FY 2019/20</u>	<u>FY 2020/21</u>
	ACTUAL	ACTUAL	EST. ACTUAL	PROPOSED
Beginning Fund Balance	4,345	30,726	104,455	179,659
<u>REVENUE</u>				
Special Assessments	37,431	79,071	80,652	61,479
Interest Earnings	230	782	798	817
TOTAL REVENUE	37,661	79,853	81,450	62,296
Balance Available	42,006	110,579	185,905	241,955
Operating Expenses				
Consulting Services	10,255	5,567	5,678	5,792
Signal Maintenance	-	-	-	-
Graffiti Abatement Services	-	-	-	-
Street Lighting	-	-	-	-
Water Quality Maint.	-	-	-	-
Total Operating	10,255	5,567	5,678	5,792
Interfund Charges				
Administrative Overhead 10%	1,026	557	568	579
Total Interfund Charges		557	568	579
TOTAL EXPENSES	11,280.50	6,123.55	6,245.80	6,371.20
Ending Fund Balance	30,726	104,455	179,659	235,584

Expenditure Explanations

Consulting Services	Management of maintenance agreements and inspection
Landscaping/Tree Trimming	Cost of contract for landscape maintenance services

CFD 2015-002

SKYPARK



City of Jurupa Valley

**CFD 15-002 Skypark
354 - 3540**

	<u>FY 2017/18</u>	<u>FY 2018/19</u>	<u>FY 2019/20</u>	<u>FY 2020/21</u>
	ACTUAL	ACTUAL	EST. ACTUAL	PROPOSED
Beginning Fund Balance	(3,229)	33,004	88,034	143,410
<u>REVENUE</u>				
Special Assessments	40,725	76,339	77,866	79,423
Interest Earnings	217	740	1,200	1,600
TOTAL REVENUE	40,942	77,079	77,866	79,423
Balance Available	37,713	110,083	165,899.98	222,833
Operating Expenses				
Consulting Services	4,281	8,803	8,979	9,159
Signal Maintenance	-	-	-	-
Landscaping/Tree Trimming	-	-	-	-
Graffiti Abatement Services	-	-	-	-
Street Lighting	-	-	-	-
CFD Maintenance	-	11,241	11,466	11,695
Water Quality Maint.	-	-	-	-
Total Operating	4,281	20,044	20,445	20,854
Interfund Charges				
Administrative Overhead 10%	428	2,004	2,045	2,085
Total Interfund Charges	428	2,004	2,045	2,085
TOTAL EXPENSES	4,709	22,049	22,490	22,939
Ending Fund Balance	33,004	88,034	143,410	199,894

Expenditure

Consulting Services	Management of maintenance agreements and inspection
Landscaping/Tree Trimming	Cost of contract for landscape maintenance services

CFD 2016-001

QUARRY

copy

PROPOSED BOUNDARY COMMUNITY FACILITIES DISTRICT NO. 2016-001 (QUARRY)



OF THE CITY OF JURUPA VALLEY
COUNTY OF RIVERSIDE, STATE OF CALIFORNIA

SHEET 1 OF 1



VICINITY MAP

Legend

-  PROPOSED BOUNDARY
-  (#) ASSESSOR PARCEL REFERENCE NUMBER

ASSESSOR PARCEL NUMBERS LOCATED WITHIN PROPOSED BOUNDARIES OF CFD 2016-001 (QUARRY) AS OF FISCAL YEAR 2015-2016:

(1) 174-340-037-5	(11) 174-380-008-3	(21) 174-381-007-5
(2) 174-340-038-6	(12) 174-380-009-4	(22) 174-381-008-6
(3) 174-340-040-7	(13) 174-380-010-4	(23) 174-381-009-7
(4) 174-380-001-6	(14) 174-380-011-5	(24) 174-381-010-7
(5) 174-380-002-7	(15) 174-381-001-9	(25) 174-381-011-8
(6) 174-380-003-8	(16) 174-381-002-0	(26) 174-381-012-9
(7) 174-380-004-9	(17) 174-381-003-1	(27) 174-381-013-0
(8) 174-380-005-0	(18) 174-381-004-2	(28) 174-381-014-1
(9) 174-380-006-1	(19) 174-381-005-3	(29) 174-381-015-2
(10) 174-380-007-2	(20) 174-381-006-4	

I HEREBY CERTIFY THAT THE WITHIN MAP SHOWING THE PROPOSED BOUNDARIES OF COMMUNITY FACILITIES DISTRICT NO. 2016-001 (QUARRY) OF THE CITY OF JURUPA VALLEY, RIVERSIDE COUNTY, STATE OF CALIFORNIA, WAS APPROVED BY THE CITY COUNCIL AT A REGULAR MEETING THEREOF, HELD ON THE 4th DAY OF August 2016, BY ITS RESOLUTION NO. 2016-57

Theresa White
CITY CLERK
CITY OF JURUPA VALLEY

REFERENCE IS HEREBY MADE TO THE ASSESSOR MAPS OF THE COUNTY OF RIVERSIDE, FOR FISCAL YEAR 2015-2016, FOR AN EXACT DESCRIPTION OF THE LINES AND DIMENSIONS OF EACH LOT/PARCEL.

FILED IN THE OFFICE OF THE CITY CLERK OF THE CITY OF JURUPA VALLEY, COUNTY OF RIVERSIDE, STATE OF CALIFORNIA THIS 11th DAY OF August 2016.

Theresa White
CITY CLERK
CITY OF JURUPA VALLEY

RECORDED THIS 11th DAY OF August 2016 AT THE HOUR OF 2:30 P.M. IN BOOK 78 OF MAPS OF ASSESSMENT AND COMMUNITY FACILITIES DISTRICTS AT PAGE 87. IN THE OFFICE OF THE COUNTY RECORDER IN THE COUNTY OF RIVERSIDE, STATE OF CALIFORNIA, FEE \$10. DOCUMENT NO. 206-01521314

PETER ALDANA, RIVERSIDE COUNTY ASSESSOR-CLERK-RECORDER
BY *Apple D. Davis*
CITY

PREPARED BY:
PSOMAS
1500 Iowa Avenue Suite 210 Riverside, CA 92507
(951) 282-4421 Fax (951) 682-3373



City of Jurupa Valley

CFD 16-001 Quarry				
355 - 3550				

	<u>FY 2017/18</u>	<u>FY 2018/19</u>	<u>FY 2019/20</u>	<u>FY 2020/21</u>
	ACTUAL	ACTUAL	EST. ACTUAL	PROPOSED
Beginning Fund Balance	(3,485)	85,638	145,432	205,954
<u>REVENUE</u>				
Special Assessments	93,510	97,007	98,947	100,926
Interest Earnings	322	458	467	476
TOTAL REVENUE	93,832	97,465	98,947	100,926
Balance Available	90,347	183,103	244,379	306,880
Operating Expenses				
Consulting Services	4,281	5,296	5,402	5,510
Signal Maintenance	-	-	-	-
Landscaping/Tree Trimming	-	-	-	-
Graffiti Abatement Services	-	-	-	-
Street Lighting	-	121	124	126
CFD Maintenance	-	28,780	29,355	29,942
Water Quality Maint.	-	50	51	52
Total Operating	4,281	34,247	34,932	35,630
Interfund Charges				
Administrative Overhead 10%	428	3,425	3,493	3,563
Total Interfund Charges	428	3,425	3,493	3,563
TOTAL EXPENSES	4,709	37,671	38,425	39,193
Ending Fund Balance	85,638	145,432	205,954	267,687

Expenditure

Consulting Services	Management of maintenance agreements and inspection
Landscaping/Tree Trimming	Cost of contract for landscape maintenance services

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GLOSSARY



Glossary

Accounting – Revenues are recognized when both measurable and available; expenditures are recorded when services have been substantially performed or goods have been received and the liabilities incurred.

Accrual Basis of Accounting – The basis of accounting by which revenues are recorded when earned and expenditures are recorded as soon as they result in liabilities for benefits received.

AD Valorem Tax – (which means “according to its value.”) A state or local government tax based on the value of real property as determined by the county tax assessor. In the State of California, Proposition 4 limits its Ad Valorem taxes. Proposition 13 limits property tax to 1 percent of the assessed valuation of the property.

Adjusted Budget – The adjusted budget represents the adopted budget including changes made during the fiscal year.

Adopted Budget – The official budget as approved by the City of Jurupa Valley’s City Council at the start of each fiscal year.

Appropriation – An authorization by the City Council to make expenditures/expenses and to incur obligations for a specific purpose within a specific time frame.

Assessed Valuation - A dollar value placed on real estate or other property by the County of Riverside Assessor as a basis for levying property taxes.

Assets – Physical items owned by the City for which a value has been attached.

Audit – An examination and evaluation of the City’s records and procedures to ensure compliance with specified rules and regulations, best practices.

Balanced Budget – A balanced financial budget in which planned revenues equal expenditures.

Beginning/Ending (Unappropriated) Fund Balance - Unencumbered resources available in a fund from the prior/current fiscal year after payment of the prior/current fiscal year’s expenditures/expenses. It is essentially the amount of money still available for future purposes.

Bond – A certificate of debt issued by an entity, guaranteeing payment of the original investment, plus interest, by a specified future date.

Budget – A plan of financial operation comprised of estimated expenditures for a given period (usually a single fiscal year) and the proposed means of financing the expenditures (through revenues). The City of Jurupa Valley’s fiscal year budget is July 1 through June 30.

Budget Preparation – Process by which the annual fiscal spending plan is prepared by City staff for presentation as the City of Jurupa Valley’s City Manager recommended budget to the City Council.

COLA – An acronym for Cost of Living Adjustment

Glossary (continued)

CPI – A statistical description of price levels provided by the US Department of Labor. The change in this index from year to year is used to measure the cost of living and economic inflation.

Capital Budget – A financial plan showing planned expenses, and revenues associated with those expenses, for purchase or construction of capital improvements which have a useful life of over a year. Appropriations are added to the projects each fiscal year as the plan is adopted.

Capital Expenditures – Money spent to purchase or construct capital improvement projects.

Capital Improvement - A permanent physical addition to the City's assets, including the design, construction, and/or purchase of land, buildings, facilities, or major renovations.

Capital Improvement Program - A financial plan of proposed capital improvement projects with single-and multiple-year capital expenditures/ expenses. The Capital Improvement Program plans for five years and is updated annually.

Capital Outlay – A budget appropriation category for equipment having a unit cost of more than \$5,000 and an estimated useful life of over one year.

Capital Projects – A major construction, acquisition, or renovation activity which adds value to fixed assets or which increases its useful life of one year or more. Capital Projects are \$5,000 or more and can also be called a capital improvement.

Community Development Block Grants (CDBG) – Funds established to account for revenues from the federal government and expenditures as prescribed under the Community Development Block Grant program.

Community Facilities District (CFD) – A geographic area where a special property tax on real estate (a parcel tax) is assessed for the services within the district.

Comprehensive Annual Financial Report (CAFR) - Financial report organized by fund, which provides a balance sheet that compares assets with liabilities and fund balance. The CAFR is also an operating statement that compares revenues with expenditures.

Contingency – An appropriation of funds to cover unforeseen events that occur during the fiscal year.

Continuing Appropriations, or Carryovers – Funding approved in the current budget but not expended during a particular fiscal year. These appropriations are carried forward into the next fiscal year for their original intended purpose.

Debt Service – The payment of principal and interest on borrowed funds, such as bonds.

Deficit - An excess of expenditures or expenses over revenues (resources).

Encumbrances - A legal obligation or commitment to expend resources in the future for a service or item, such as a long-term contract or purchase order. The use of encumbrances helps prevent overspending and provides officials with information on the amount of money remaining to be spent.

Glossary (continued)

Estimate – Represents the most recent estimate for current year revenue and expenditures. Estimates are based upon several months of actual expenditure and revenue experience and consider the impact of.

Expenditure - The actual spending of Governmental Funds set aside by an appropriation.

Expense - The actual total current cost of operations during a period regardless of the timing of related expenditures.

Fee – A general term used for any charge levied by government for providing a service or performing an activity.

Financial Audit – An audit made to provide independent assurance whether the financial statements of a government are presented fairly in conformity with general accepted accounting principles.

Fiscal Year - A twelve-month period of time to which the annual operating budget applies. The City of Jurupa Valley's fiscal year is July 1 - June 30.

Full-Time Equivalent (FTE) – A position converted to the decimal equivalent of a full-time position on 2,080 hours per year. For example, a part-time Typist Clerk working 20 hours per week would be equivalent to one-half of a full-time position, or 0.50 FTE.

Fund – A fiscal and accounting entity with a self-balancing set of accounts in which cash and other financial resources, all related liabilities, and residual equities or balances, and changes therein, are recorded and segregated to carry on specific activities or attain certain objectives in accordance with special regulations, restrictions, or limitations.

Fund Balance - The amount of financial resources available for use. Generally, this represents the detail of all the annual operating surpluses and deficits since the fund's inception.

GANN Appropriations Limit – Article XIII-B of the California State Constitution provides limits regarding the total amount of appropriations in any fiscal year from tax proceeds.

General Fund - The primary fund of the City used to account for all revenues and expenditures of the City not legally restricted as to use. This fund is used to offset the cost of the City's general operations.

General Ledger – A record containing the accounts needed to reflect the financial position and the results of operations of a government. In double-entry bookkeeping, debit balances equal the credit balances in the general ledger

Generally Accepted Accounting Principles (GAAP) – Minimum standards and guidelines for financial accounting and reporting. GAAP encompasses the conventions, rules, and procedures established by the American

Glossary (continued)

Generally Accepted Auditing Standards (GAAS) – Rules and procedures established by the American Institute of Certified Public Accountants (AICPA) for the conduct of a financial audit. There are ten basis GAAS, classified into three broad categories: general standards, standards of fieldwork, and standards of reporting. The Auditing Standards Board of the AICPA publishes Statements on Auditing Standards (SAS) and related interpretations to comment and expand upon these basic standards.

Generally Accepted Government Auditing Standards (GAGAS) – Standards established by the General Accounting Office (GAO) in its publication, Government Auditing Standards, for the conduct and reporting of both financial and performance audits in the public sector. GAGAS set forth general standards applicable to both types of audits and separate standards of fieldwork and reporting for financial and performance audits. The GAGAS standards of fieldwork and reporting for financial audits incorporate and build upon GAAS.

Governmental Funds – Funds generally used to account for tax-supported activities. The Commission's governmental funds are comprised of general, special revenue, debt service, and capital projects funds.

HUD – The United States Department of housing and Urban Development.

Independent Auditor – An auditor meeting the independence criteria set forth in GAAS and GAGAS

Indirect Costs – A cost necessary for the functioning of the organization as a whole, but which is not directly assigned to one service.

Interest – Income resulting from the prudent investment of idle cash. The types of investments are controlled by the City's investment policy in accordance with the California Government Code.

Internal Control – Policies and procedures established to provide reasonable assurance that specific government objectives will be achieved.

Levy – To impose taxes, special assessments or service charges for the support of governmental activities.

Landscape and Lighting Maintenance District (LLMD) A geographic area where a special assessment on real estate is assessed for the services within the district.

Line Item – The description of a detailed expenditure such as salaries, materials, supplies, professional services, and other operational costs separately along with the amount budget for each specified category.

Transfers In/Out - Monies transferred from one line item to another. These transfers may finance the operations of another fund or to reimburse the fund for certain expenditures /expenses.

Materials, Supplies and Services - Expenditures/expenses which are ordinarily consumed within a fiscal year.

Glossary (continued)

NPDES – The National Pollution Discharge Elimination System, which is a permitting process with which the City is required to comply to ensure that storm water runoff is not contaminated.

Objectives - The expected results or achievements of a budget activity.

Operating Budget – A budget, which focuses on everyday operating activities and programs.

Ordinance – A formal legislative enactment by the governing board (City Council) of a municipality. If it is not in conflict with any higher form of law, an Ordinance has the full force and effect of law within the boundaries of the municipality to which it applies.

Principal – In the context of bonds other than deep-discount debt, the face value or par value of a bond or issue of bonds payable on stated dates of maturity.

Program – Represents major areas or support functions: defined as a service provided to citizens, other departments, or other agencies.

Property Tax – A tax levied on real estate and personal property.

Recommended Budget – The draft financial budget document detailing the City Manager's recommended spending plan for the next fiscal year. The Recommended Budget is reviewed and modified by the City Council before formal adoption as the Adopted Budget.

Reimbursement - Payment of amount remitted on behalf of another party, department, or fund.

Reimbursement Grant – A grant for which a potential recipient must first incur qualifying expenditures to be eligible.

Request for Proposals – A written solicitation issued by a Using Agency which generally describes the Goods or Services sought to be Procured by the City, sets forth minimum standards and criteria for evaluating proposals submitted in response to it, generally describes the format and content of proposals to be submitted, provides for negotiation of terms and conditions of the Procurement Contract and may place emphasis on described factors other than price to be used in evaluating proposals.

Reserves – A portion of the fund balance set aside for a specific purpose.

Revenues – Monies that the City receives as income such as tax payments, fees from specific services, receipts from other governments, fines, forfeitures, grants, donations and interest income.

Supplemental Roll Property Taxes – Assessed on property that changes ownership during the year and is based on the difference between the new and old assessed values.

Special Revenue Funds - This fund type collects revenues that are restricted by the City, State, or Federal Government as to how they may be spent.

Transient Occupancy Tax (TOT) – A tax that is levied on occupants of hotel and motel rooms in the City.

Glossary (continued)

Transmittal Letter - A general discussion of the budget. The letter contains an explanation of principal budget items and summaries.

VLF – Vehicle license fees, which are collected by the State of California when vehicles are registered with the California Department of Motor Vehicles and distributed to various public agencies, including the City.