



APPROVED JUNE 15, 2023

City of
JURUPA VALLEY
California

**A COMMUNITY OF COMMUNITIES
WORKING TOGETHER FOR A BETTER FUTURE**

**Fiscal Year 2023-2024
Adopted Budget**

(This page is intentionally left blank)



CITY OF JURUPA VALLEY

Table of Contents

Introduction	i
Budget Message	iii
City Council	xvii
Summaries	1
Organization Chart	7
Revenues	15
Department Budgets	19
Special Funds	71
Special Districts	83
Glossary	105

(This page is intentionally left blank)

INTRODUCTION



WORKING TOGETHER TO MAKE A BETTER JURUPA VALLEY



(This page is intentionally left blank)

CITY MANAGER'S BUDGET MESSAGE



(This page is intentionally left blank)

City of Jurupa Valley

June 30, 2023

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

As your City Manager, it is my privilege to present you with the balanced budget for Fiscal Year 2023-2024. As we commence our thirteenth year of incorporation, your City organization continues to grow in a balanced, efficient, and purposeful manner; remaining respectful and protective of the lifestyle choices residents wish to maintain while strategically planning for the future service needs and infrastructure investments current and future residents deserve. It gives me great pleasure to deliver a budget that is not only balanced for the upcoming year, but also ensures fiscal sustainability for the years to come. As I have done each year, I will begin the budget narrative by remembering and recognizing the many individuals responsible for the City's formation. It is upon this courageous and stable foundation that the City's first decade and the decades to come has been built.

City of Jurupa Valley Incorporation

Over 10 years ago, the residents and businesses located in the nine previously unincorporated communities of Mira Loma, Glen Avon, Pedley, Indian Hills, Jurupa Hills, Sunnyslope, Crestmore Heights, Rubidoux, and Belltown formed the City of Jurupa Valley. With a vision to provide for a healthier place to live, by investing in infrastructure, improving public safety, creating effective partnerships, and growing the local economy, the newest City in California was forged from hard work, persistence, and local collective determination of will.

The first few years of the City's life were extremely challenging. 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 Vehicle License Fee (VLF) revenue from a handful of new cities, including Jurupa Valley. As a result, the newly formed City of Jurupa Valley opened its doors with an unsustainable financial deficit.

With an unprecedented grass roots effort and the support of State Senator Richard Roth and Assembly member Sabrina Cervantes, a legislative solution, SB 130, was signed by Governor Jerry Brown at the Jurupa Valley City Hall on May 12, 2017. With the VLF revenue restored, the City of Jurupa Valley was once again on its way.

The continued growth and success of the City has been a story of partnerships. It is the many services provided by the Riverside County Sheriff's Department, Riverside County Fire, Cal Fire, Jurupa Area Recreation and Parks District, Jurupa Community Services District, Rubidoux Community Services District, Riverside County Animal Control, Riverside County Libraries and several contract services providers, that help make Jurupa Valley what it is today.

Progress Report

As we continue our second decade, the City is investing more resources in roadway improvements, increasing law enforcement, fire protection services, and providing more services to residents than at any other time in our history. Simultaneously, the City has built greater reserves, acquired more assets and has a stronger financial position than ever before. As a result, the City is able to transition toward an even more strategic, sustainable, and forward thinking organization.

In this Budget, each Department has identified dozens of important accomplishments and goals. Below are a few highlights from each Department that I feel are particularly noteworthy:

- Next year you can expect significant technological improvements. A new electronic plan check system, paperless agenda meeting management system, an exciting redesign for the website to streamline services, boost community engagement, and improve public access, document imaging of planning documents, a new financial system and a new mobile app for residents are all in the works. The new online payment process through Accela is up and running since May 2023.
- The continuation of the \$133.4 million Jurupa Road Grade Separation Project. Staff will continue to reach out to impacted businesses, link businesses to regional resources and connect them to Jurupa Valley's Local Economic Assistance Program.
- The development of an Emergency Operations Center (EOC) within the Jurupa Valley Operations Center (JVOC) is near completion and will serve as the emergency services hub during a disaster.
- In 2022, the City was awarded \$28 million in American Rescue Plan Act (ARPA) Grant Funding. The City Council adopted ARPA Expenditure Plan directs staff to invest in roads, infrastructure, housing, homeless services, local business grants, utility bill rebates and bill reducing energy upgrades.

- The City Council and staff will continue to work with Riverside Community College District on the development of the Inland Empire Trade Tech Center. This collaborative effort has been awarded over \$30 million for land acquisition, facility and curriculum planning. A special thank you to our elected officials for their efforts to secure this funding.
- Several major developments including the District at Jurupa Valley, Shops at Jurupa Valley and Rio Vista Specific Plan are working through the development process. When completed, these projects will bring the types of grocery stores, shops, restaurants, hotels, and services we all want while building the housing and creating the jobs and revenue that we need.
- The City Council continues to make improving roads and infrastructure a top priority. This year Public Works is planning over 47 Capital Improvement Projects, investing over \$73 million in the City's infrastructure.
- Jurupa Valley is actively working on flood prevention by partnering with Riverside County Flood Control District on a five-year flood prevention and mitigation plan.
- To maximize the yield from City investments while maintaining the highest levels of investment security, staff has convened an Investment Committee and engaged the services of a Financial Advisor. Investments in U.S. Treasuries have yielded high interest revenue for the City.

I am pleased to present the balanced Fiscal Year (FY) 2023-24 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 proposed budget was submitted to the City Council during a public hearing, allowing taxpayers the opportunity to provide input on the proposed budget. The FY 2023-24 budget was publicly adopted by the City Council on June 15, 2023.

General Fund

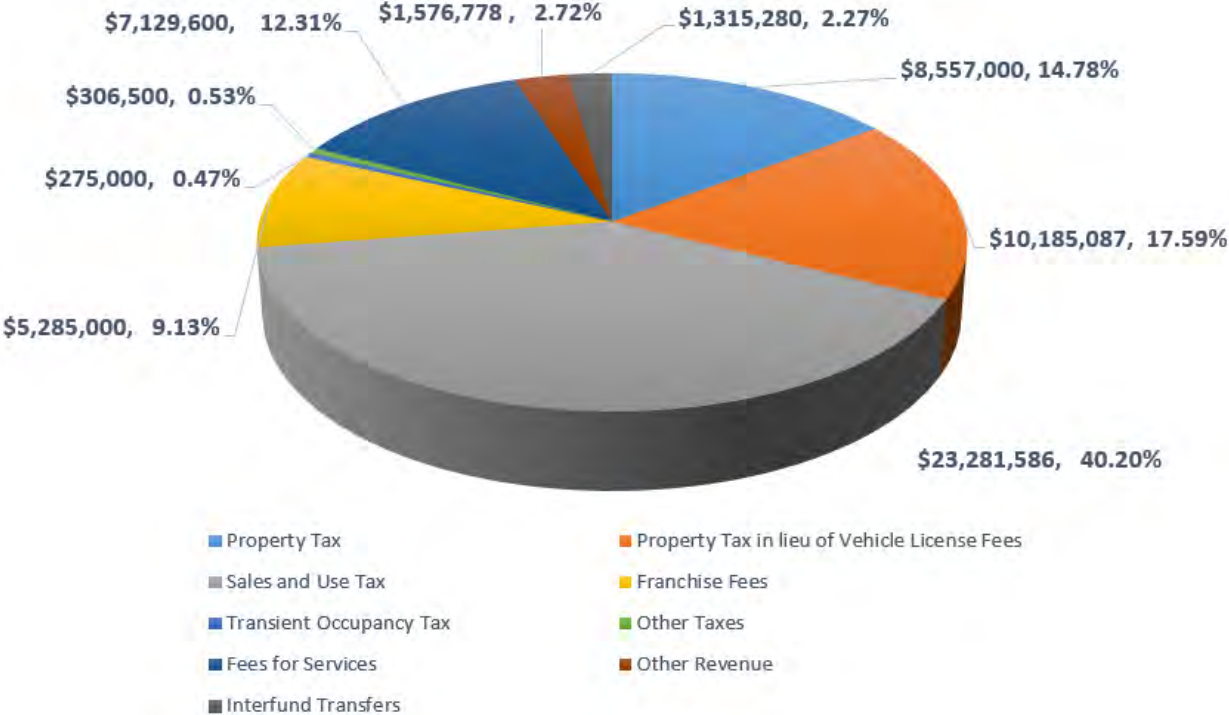
The General Fund is the primary operating fund of the City, and the revenues are used to fund public safety, animal services, legal, administration, planning and building, economic development, engineering, public works and other essential services provided by the City.

The total estimated General Fund net revenue for FY 2023-24 is \$57,911,831 while the estimated expenditures are 57,836,983. The City has eighty-four (84) full time and eight (8) part time employees.

The total estimated General Fund net revenue for FY 2023-24 is \$57,911,831 while the estimated expenditures are 57,836,983. The City has eighty-four (84) full time and eight (8) part time employees.

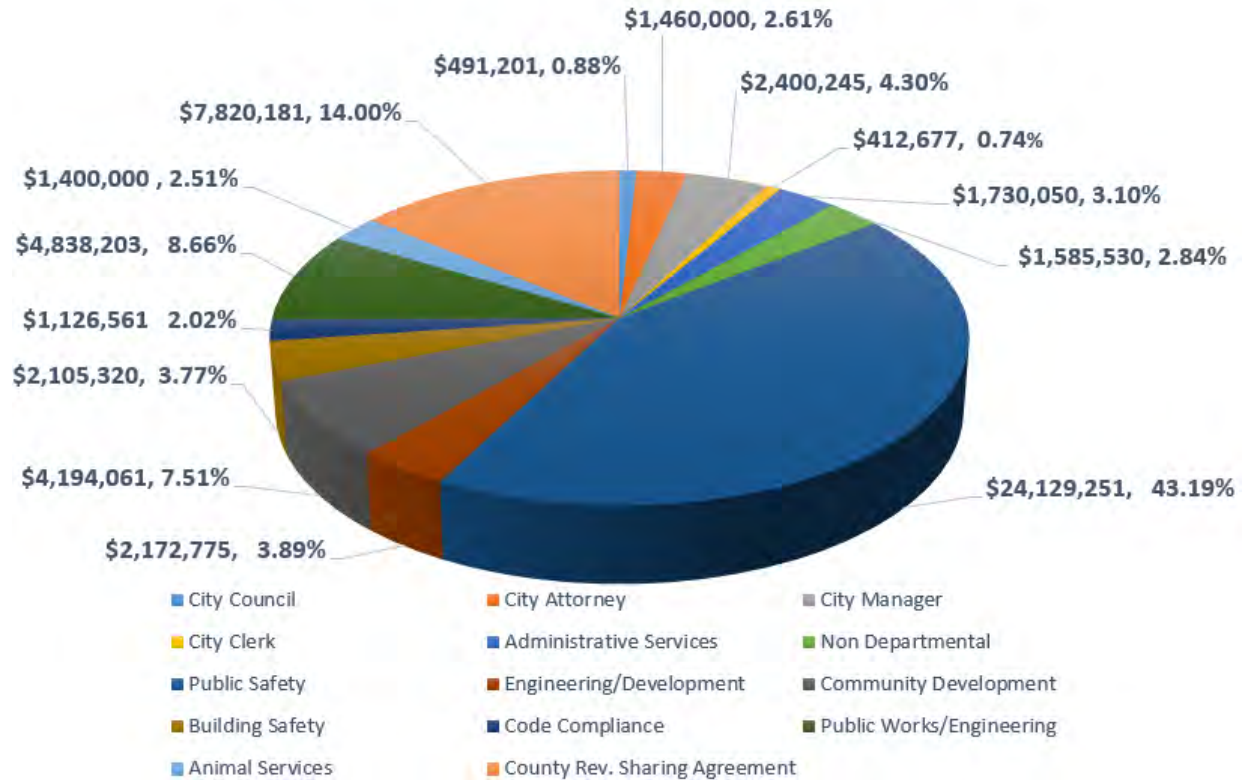
The City continues to partner with Riverside County for Public Safety and Animal Services. We have brought many positions in-house over the last year; we still have active partnerships with Civic Solutions and HR Green to provide supplemental services in planning, plan checking, engineering, building inspection and public works inspection.

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 (40.20%), Property Taxes (14.78%), Fees for Services (12.31%) and Franchise Fees (9.13%). SB130, the Vehicle License Fees (VLF), is 17.59% of the General Fund revenue and is estimated to be \$10,185,087 for the City to provide additional needed services.

General Fund Uses - where does the money go

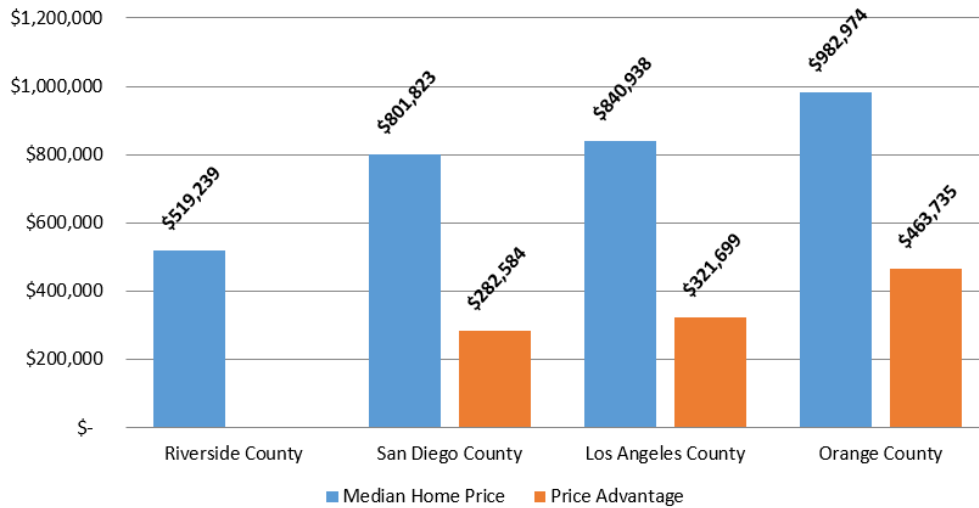


The City has budgeted 43.17% of its General Fund Budget to Public Safety, an increase of 2.23% over FY 2022-23 (this is the contract with Riverside County Sheriff). Non-Departmental has an increase of 13.78% which includes the annual payment for JVOC. Public Works/Engineering Department increased 20.62% due to increase in projects.

The Local Economy

The Inland Empire continues to see increased demand 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.

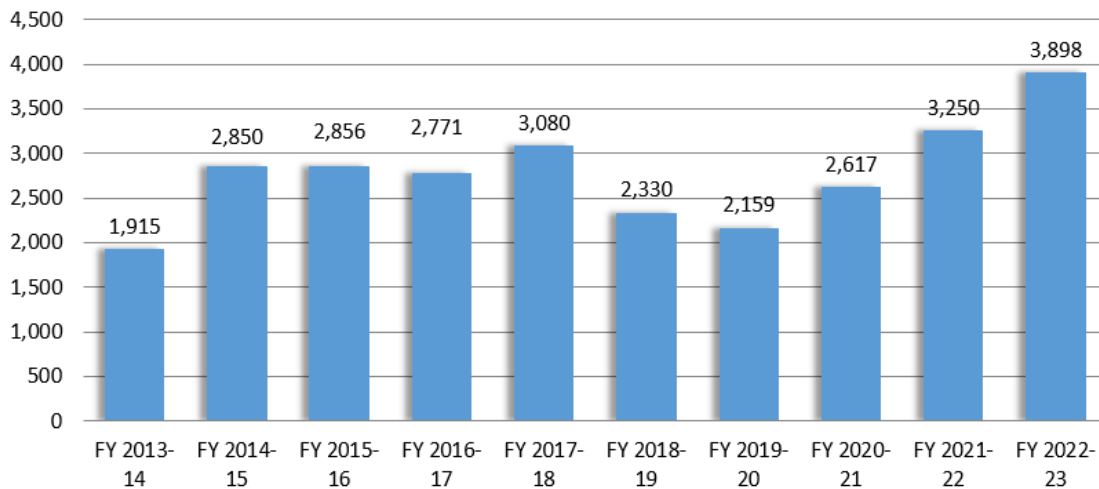
Riverside County Home Price Advantage



Source: 12th Annual Inland Empire Economic Forecast Conference, October 2022

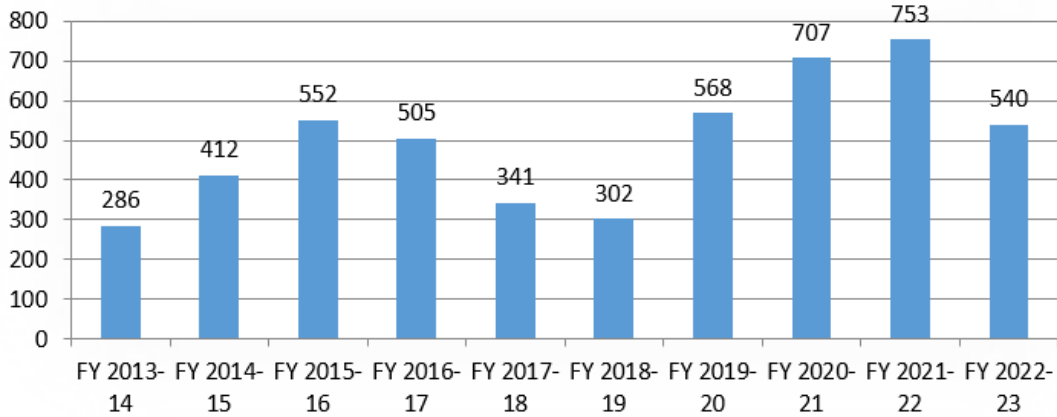
The price advantage for median priced new and existing homes and the availability of affordable housing will continue to attract future homebuyers to the area and continue to create a demand for new housing. Riverside County’s third quarter 2022 regional home price of \$519,239 is a significant decrease of (10.32%) from last year’s \$579,000.

Building Permits Issued

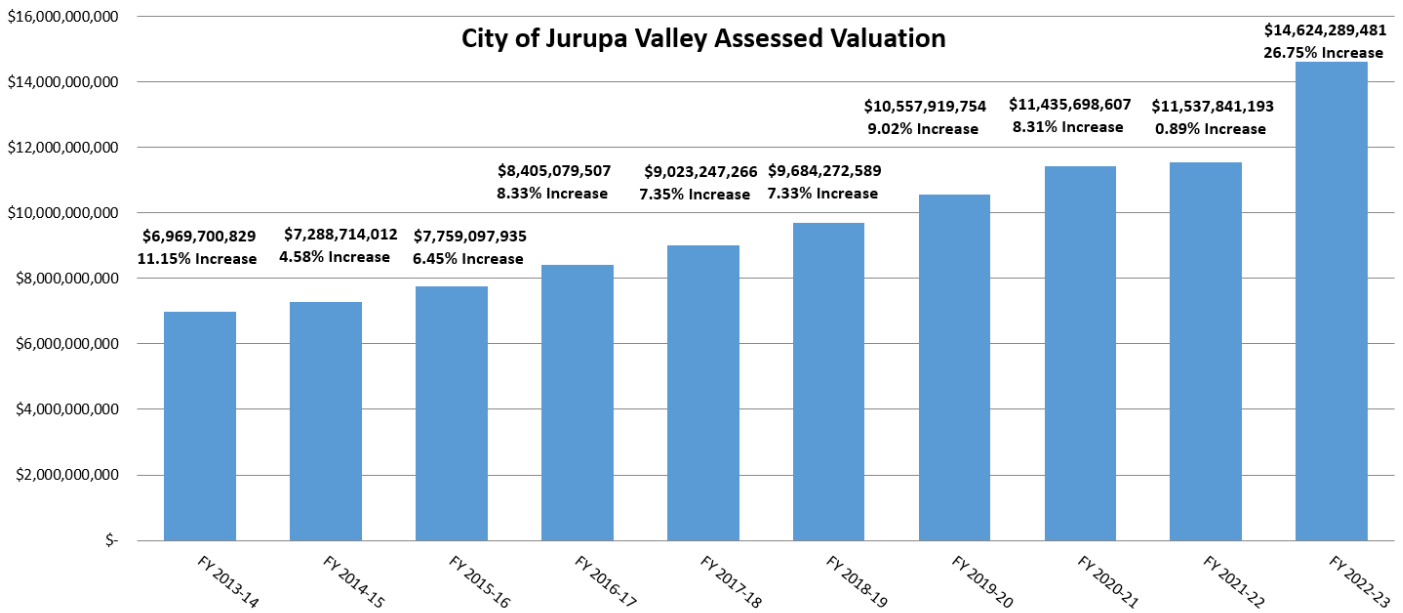


The City of Jurupa Valley experienced an increase in the number of Building Permits Issued to 3,898 in FY 2022-23. Issued permits increased by 648 as compared to FY 2021-22 increase of 633; and FY 2020-21 increase of 458.

New Dwelling Unit Permits Issued

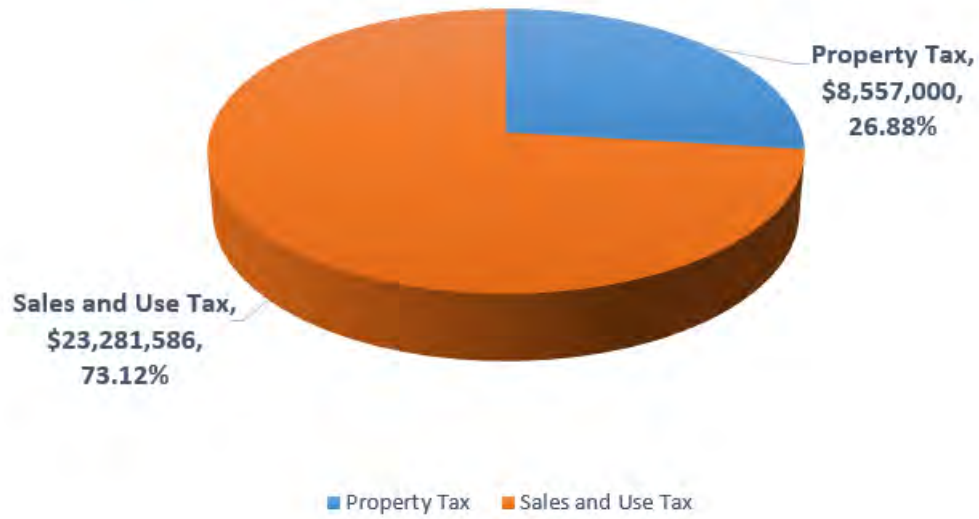


New Dwelling Units are down by (213), a (28.29%) decrease due to decline of new homes being built being affected by continued interest rate increases. Permits issuance is estimated to increase in the next year due to the State of California housing shortage. The City continues to remain attractive to developers and new homebuyers due to its close proximity to major freeways and to the Ontario International Airport.



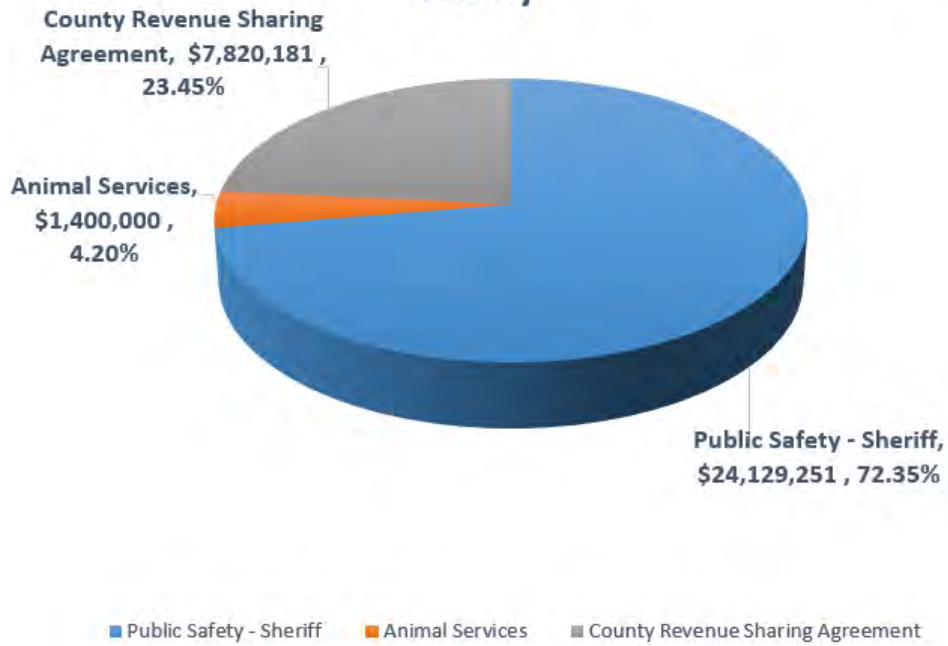
Development along with increasing assessed value of existing homes in Jurupa Valley continue to contribute to higher property tax valuations within the City. These key factors have resulted in significant increases in the City's property tax valuation. This trend is expected to continue over the next few years due to approval of several major, commercial, and industrial development projects and the number of new homes being built and sold within the City limits. The Assessed Valuation for the City increased 26.75% for 2022/2023, the highest increase since incorporation.

Fiscal Year 2023-2024 Tax Appropriations



For Fiscal Year 2023/2024 the budget for Sales and Use Tax and Property Tax total the amount of **\$31,838,586**. It is estimated to be **54.98 %** of the total General Fund Revenue Budget.

Fiscal Year 2023-2024 Contract Services Riverside County



For Fiscal Year 2023/2024 the budgeted expenditures for Public Safety, County Revenue Sharing Agreement and Animal Control total to the amount of **\$33,349,432**. It is estimated to be **57.66 %** of the total General Fund Expenditure Budget

Conclusion

As stated in our Mission Statement: **“The City of Jurupa Valley is dedicated to providing a continuously improving quality of life for the community through safe, ethical, inclusive and responsible municipal services while maintaining our unique culture and character.”**

It is the intent of the budget process to not only reflect the values contained within our Mission Statement, but also afford the City Council and residents the opportunity to provide the necessary input and direction to ensure that these values are built upon successfully each year. The balancing of competing values, prioritization of expenditures, forecasting of volatile revenue streams and investing in the needs of today while preparing for the unknown financial uncertainty of the future is a complex and challenging task.

I would like to thank the Administrative Services Department staff and each Department's staff for the hard work and dedication required to complete the preparation of this budget. Last but not least, I would like to thank the City Council for their vision, leadership and direction during this process. This document is a direct result of their efforts.

Respectfully submitted,



Rod B. Butler
City Manager

(This page is intentionally left blank)

HOW WE COMPARE

Rancho Cucamonga

Year Incorporated	1977
Square Miles	40.12 Sq. Miles
Total Employees	753
Population	176,336
Gen Fund Budget	\$174,570,300
Expenditure Per Capita	\$989.99

Fontana

Year Incorporated	1952
Square Miles	43.07 Sq. Miles
Total Employees	1,208
Population	212,475
Gen Fund Budget	\$351,517,800
Expenditure Per Capita	\$1,654.40

Ontario

Year Incorporated	1891
Square Miles	50 Sq. Miles
Total Employees	1,705
Population	179,061
Gen Fund Budget	\$357,053,366
Expenditure Per Capita	\$1,994.03

Jurupa Valley

Year Incorporated	2011
Square Miles	43.68 Sq. Miles
Total Employees	102
Population	107,609
Gen Fund Budget	\$57,836,983
Expenditure Per Capita	\$537.47

Eastvale

Year Incorporated	2010
Square Miles	13.11 Sq. Miles
Total Employees	63
Population	71,024
Gen Fund Budget	\$37,976,460
Expenditure Per Capita	\$534.70

Norco

Year Incorporated	1964
Square Miles	14.08 Sq. Miles
Total Employees	171
Population	25,042
Gen Fund Budget	\$27,800,000
Expenditure Per Capita	\$1,110.13

Corona

Year Incorporated	1896
Square Miles	39.96 Sq. Miles
Total Employees	1,062
Population	159,567
Gen Fund Budget	\$353,389,940
Expenditure Per Capita	\$2,214.68

(This page is intentionally left blank)

JURUPA VALLEY CITY COUNCIL



**MAYOR PRO TEM
GUILLERMO SILVA**



**MAYOR
CHRIS BARAJAS**



**COUNCIL MEMBER
ARMANDO CARMONA**



**COUNCIL MEMBER
LESLIE ALTAMIRANO**



**COUNCIL MEMBER
BRIAN BERKSON**

(This page is intentionally left blank)

SUMMARIES



**WORKING TOGETHER TO GROW OUR
LOCAL ECONOMY**

(This page is intentionally left blank)

Explanation of Summaries and Worksheets

Budget Introduction

Provides information about the City of Jurupa Valley: Community Profile, progress report, General Fund summary, prior Fiscal Year figures and statistics, Citywide Organizational Chart

Staffing by FTE

This worksheet summarizes proposed full time equivalent staffing for FY 2023-24.

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. The total increase is \$3,452,664, a 6.18% increase from FY 2022/23.

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 \$33,081,236, based on current year expenditure and revenue projections.

General Fund revenues for FY 2023-24 are estimated at \$57,911,831 and expenditures are proposed at \$57,836,983. The estimated Fund Balance at FY 2023-24 year-end would be \$33,156,083. This includes a surplus of \$74,848 from the estimated balance at the end of the fiscal year. This is primarily due to new one time and new ongoing programs, city staff and inclusion of two CSO's and two additional traffic deputies.

Revenue Summary-General Fund – Two pages

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

Revenue Summary- Miscellaneous (Restricted) Funds – 2 pages

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

Department Budget Worksheets- Starts with City Council

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

(This page is intentionally left blank)

Gas Tax, SB1 RMRA and Measure “A” Funds

The State of California and the Riverside County Transportation Committee distribute these funds 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 and Measure A revenues are projected by RCTC to continue with a slight increase for FY 2023-24.

Other Ongoing “Restricted” Revenues–

These presently consist of subventions from the Southern California Air Quality Maintenance District (AQMD); the State for supplemental law enforcement services (SLES); Cal Recycle and Community Development Block Grant (CDBG). The AQMD funds must be used to reduce impacts on air quality. The SLES funds are transferred to the General Fund each year to supplement funding for the Sheriff’s contract.

Internal Services Funds

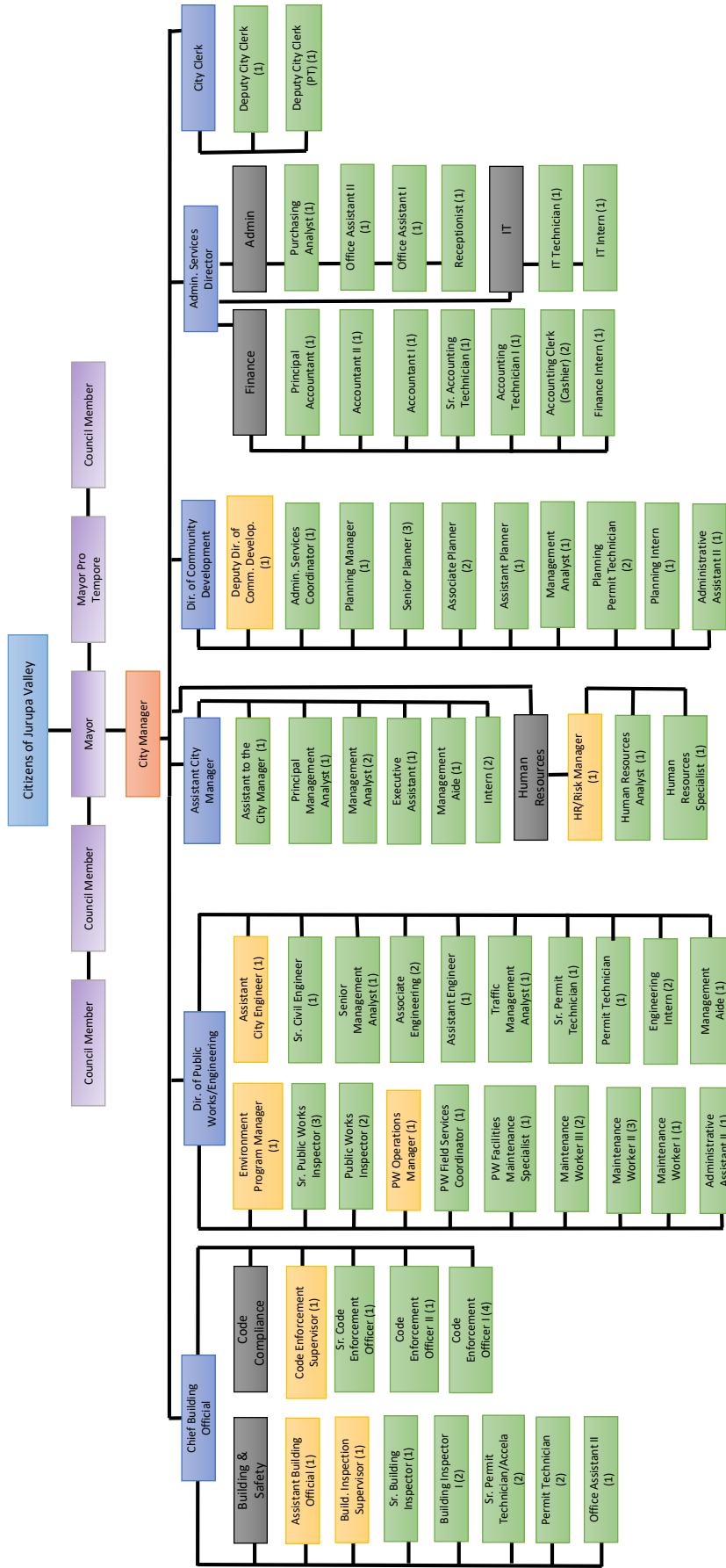
The City presently has internal service funds for Risk Management and Information Technology. Funds are expended from these accounts and then responsible departments are charged back for their share of the service. Until a cost allocation plan / fee study is completed, these charges are all included in the Non-Departmental budget program. This year the City included liability reserves for Risk Management and for Information Systems reserves for City GIS system and estimated IT upgrades. A new ISF was created for Equipment and Vehicles, which include a skip loader, jumping jack compactor, service truck and a replacement truck for Public Works, a commercial truck with upgrades for the Sheriff’s Department.

Direct Assessments

These reflect responsibilities for the City’s Lighting and Landscaping Maintenance District (LLMD) as well as the 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 General Fund as revenues are capped while expenditures continue to rise. New Public Safety CFD’s have started to generate assessment fees.

(This page is intentionally left blank)

CITY OF JURUPA VALLEY ORGANIZATION CHART 2023-2024



(This page is intentionally left blank)

City of Jurupa Valley
FY 2023-24 City Personnel Allocations
By Full Time Equivalent

Title	FTE	City Mgr	Admin	City Clerk	Finance	Com. Dev.	Blgd & Safety	Code Compl	Eng/ PW	PW TFFR	Gas Tax	NPDES	LLMD/ CFD
Percentage of Time Allocated to Departments/ Programs													
City Manager													
City Manager	1.00	100%											
Assistant City Manager	1.00	100%											
Assistant to the City Manager	1.00	100%											
Principal Management Analyst	1.00	100%											
Management Analyst	2.00	100%											
Executive Assisant	1.00	100%											
Event Coordinator	1.00	100%											
Human Resources/Risk & Safety Manager	1.00	100%											
Human Resources Analyst	1.00	100%											
Human Resources Specialist	1.00	100%											
Intern	2.00	100%											
Total City Manager:	13.00												
City Clerk													
City Clerk	1.00			100%									
Deputy City Clerk	1.00			100%									
Deputy City Clerk	0.50			100%									
Total City Clerk:	2.50												
Administrative Services													
Administrative Services Director	1.00				100%								
Principal Accountant	1.00				100%								
Purchasing Analyst	1.00				100%								
IT Technician	1.00				100%								
Accountant II	1.00				100%								
Accountant II	1.00				100%								
Senior Accounting Technician	1.00				100%								
Accounting Technician	1.00				100%								
Accounting Clerk	2.00				100%								
Office Assistant II	1.00	100%											
Office Assistant I	1.00	100%											
Receptionist	1.00	100%											
Intern	2.00	100%											
Total Administrative Services:	15.00												

City of Jurupa Valley
FY 2023-24 City Personnel Allocations
By Full Time Equivalent

Title	FTE	City Mgr	Admin	City Clerk	Finance	Com. Dev.	Blgd & Safety	Code Compl	Eng/ PW	PW TFFR	Gas Tax	NPDES	LLMD/ CFD
Percentage of Time Allocated to Departments/ Programs													
Community Development													
Community Development Director	1.00					100%							
Deputy Director of Community Development	1.00					100%							
Planning Manager	1.00					100%							
Senior Planner	3.00					100%							
Associate Planner	2.00					100%							
Assitant Planner	1.00					100%							
Planning Technician	2.00					100%							
Management Analyst	0.50					100%							
Administrative Services Cordinator	1.00					100%							
Administrative Assistant	1.00					100%							
Planning Intern	1.00					100%							
Total Community Development:	14.50												
Public Works/ Engineering													
Director of Public Works-City Engineer	1.00								100%				
Assistant City Engineer	1.00								100%				
Engineering Manager	1.00								100%				
Senior Civil Engineer	1.00								100%				
Assistant Engineer	1.00								100%				
Associate Engineer	1.00								100%				
Public Works Operations Manager	1.00								65%		25%		10%
Public Works Field Services	1.00								50%		100%		
Public Works Facilities	1.00								50%		50%		
Maintenance Worker III	2.00										100%		
Maintenance Worker II	3.00										100%		
Maintenance Worker I	1.00										100%		
Env. Program Manager	1.00								100%	10%			
Traffic Management Analyst	1.00								90%				
Sr. Public Works Inspector	3.00								100%				
Public Works Inspector	2.00								100%			100%	
Sr. Management Analyst	1.00								50%	50%			
Sr. Engineering Technician	1.00								100%				
Engineering Technician	1.00								100%				
Management Aide	1.00								100%				
Administrative Assistant II	1.00								100%				
Engineering Intern	2.00								100%				
Total Public Works:	29.00												

City of Jurupa Valley
FY 2023-24 City Personnel Allocations
By Full Time Equivalent

Title	FTE	City Mgr	Admin	City Clerk	Finance	Com. Dev.	Blgd & Safety	Code Compl	Eng/ PW	PW TFFR	Gas Tax	NPDES	LLMD/ CFD
Percentage of Time Allocated to Departments/ Programs													
Building-Code													
Chief Building Official	0.80						80%	20%					
Assitant Building Official	1.00						75%	25%					
Building Inspections Supervisor	1.00						100%						
Sr. Building Inspector	1.00						100%						
Building Inspector I	2.00						100%						
Sr. Permit Technician	2.00						100%						
Permit Technician	2.00						100%						
Management Analyst	0.50						100%						
Office Assistant II	1.00						50%	50%					
Code Enforcement Supervisor	1.00							100%					
Sr. Code Officer	1.00							100%					
Code Officer II	1.00							100%					
Code Office I	4.00							100%					
Total Building-Code	18.30												
Fulltime Equivalent City Staff:	92.30												
Full-Time:	84.80												
Part-Time:	7.50												
	92.30												

	FTE	
Total City Staff	92.30	80%
Total HR Green	12.27	11%
Total Civic Solutions	10.25	9%
	114.82	100%

**City of Jurupa Valley
FY 2023-24 City Contract Staff Allocations By
Full Time Equivalent**

Title	FTE	City Mgr	Engr Dev Svcs	Com. Dev.	Bldg & Safety	Engr/ PW Adm.	CDBG	CIP Projects	Gas Tax	Measure A	LLMD/ CFD & Spec Projects
Percentage of Time Allocated to Departments/ Programs											
Community Development											
Principal Planner	1.00			100%							
Principal Planner	0.50			100%							
Principal Planner	0.25			100%							
Senior Planner/Entitlement	0.13			100%							
Planning Technician	1.00			100%							
Admin Assistant	0.05			100%							
General Plan Program Mgr	0.23			100%							
Principal Planner	1.00			100%							
Principal Planning Consultant	0.25			100%							
Principal Planning Consultant	0.13			100%							
Principal Planning Consultant	0.50			100%							
Senior Planner/Advance Senior Planner/Advance Associate	0.20			100%							
Planner	0.25			100%							
Housing Manager	1.00			100%							
CEQA Administrator Landscape Architect	0.75			100%							
	0.88			100%							
	0.38			100%							
Total Civic Solutions:	8.50										
City Manager											
Deputy City Manager Municipal Services Manager	0.12	20%	80%								
	0.03	100%									
Building/Safety											
Comb. Bldg Inspector	0.75				100%						
Comb. Bldg Inspector	1.00				100%						
Comb. Bldg Inspector	1.00										
Permit Technical (Plan Examiner) Comb. Bldg Inspector (Plan Checker)	0.75				100%						
	0.50				100%						
Engineering/Public Works											
City Engineer	0.32		20%			20%			10%		20%
Deputy City Engineer Environmental Programs Manager NPDES/PW Inspector	0.32		20%			5%			10%		35%
	0.00		10%								10%
Associate Engineer	0.00		5%								5%
Assistant Engineer	0.75		10%			10%			5%		50%
Associate Engineer	0.71		40%			5%			5%		20%
Associate Engineer	0.32		40%						5%		25%
Assistant Engineer	0.32		10%								
Civil Plan Check Engineer	0.59		95%			5%					
Civil Plan Checker	0.70		100%								
Civil Plan Checker	0.83		100%								
Civil Plan Checker	0.00		100%								
Assistant Engineer	0.59		80%			5%					15%
Civil Plan Checker	0.58		95%			5%					
Permit Technician (Admin) Public Works Inspector Public Works Inspector	0.35		100%								35%
	0.54		65%								19%
	0.45		81%								
Total HR Green EQUIVALENTS:	12.27										
	20.77										

Year to Year General Fund Analysis

	FY 2022-23 Estimated Actual	FY 2023-24 Proposed Budget
--	-----------------------------------	----------------------------------

Beginning Balance	32,559,624	33,968,236
Internal Service Funds		(887,000)
Transfers In/Out*	(1,587,493)	(1,970,928)
Revenues	55,409,496	57,911,831
Available	86,381,627	89,022,138

	Difference	% Diff.
Expenditures:		
Council	491,201	10%
City Attorney	1,460,000	5%
City Manager	2,400,245	8%
City Clerk	412,677	-21%
Admin. Services	1,730,050	8%
Non-Dept.	1,585,530	10%
Engineering Dev.	2,172,775	5%
Community Development	4,194,061	6%
Building Safety	2,105,320	6%
Code Compliance	1,126,561	-7%
PW Operations	4,838,203	22%
Public Safety	24,129,251	5%
Animal Services	1,400,000	4%
County Rev. Sharing Agreement	7,820,181	4%
Expenditure Totals	52,413,391	55,866,055
		3,452,664
Balance Remaining	33,968,236	33,156,083
		3,293,469
		6.18%

	Explanation of Changes
	Increased Sponsorships \$7K, Translation services \$20K, Animal Clinics \$6K, CAL-Cities \$3,250
	Estimated increase for the Fiscal Year
	Event Coordinator \$80K, \$15K H/R Services, \$50K Branding Efforts
	Decreased NO election
	2 Interns Finance/IT \$47K, Bank fee charges for online payments \$42K
	Standard life insurance, Classification & Compensation reclassifications
	Estimated increase for the Fiscal Year
	New Sr. Planner, Admin. Assistant, Planning Tech, Intern; Increase consulting services
	Estimated increases for the Fiscal Year and new allocations
	Savings on new allocations
	Management Aide \$80K, \$400K Trash Franchise allocation, Increases: \$218K Capital Equipment, \$117K Field Services, \$72K Hazmat, \$46K Senior Center, \$25K NPDES
	2.5% Sheriff increase, additional Commercial Truck Deputy
	Estimated increase for the Fiscal Year
	Estimated increase for the Fiscal Year

*For Risk Management and Information Services

**All Funds Balance Sheet
Final FY 2023-2024**

FUND	General	Gas Tax	Meas. A	AQMD	SB-1	CDBG	Risk Mgmt.	Info Svcs	Equipment Vehicles	LLMD	CFD
Beginning Balance	33,968,236	589,734	4,306,204	434,481	2,495,016	461,084	-	-	-	681,636	4,938,690
Internal Service Funds	(887,000)						100,000	287,000	500,000		
Transfers In/Out	(1,970,928)						1,273,510	697,418			
Revenues	57,911,831	3,023,924	3,494,687	149,079	2,702,383	1,927,427	-	-	-	937,000	1,606,809
Available	89,022,138	3,613,658	7,800,891	583,560	5,197,399	2,388,511	1,373,510	984,418	500,000	1,618,636	6,545,499

Operating Expenditures:

Council	491,201										
City Attorney	1,460,000										
City Manager	2,400,245										
City Clerk	412,677										
Admin Services	1,730,050										
Non-Dept.	1,585,530										
Engineering Dev.	2,172,775										
Community Development	4,194,061										
Building Safety	2,105,320										
Code Compliance	1,126,561										
PW Operations	4,838,203										
Public Safety	24,129,251										
Animal Services	1,400,000										
County Rev. Sharing Agreement	7,820,181										
Road Maint-Gas Tax Measure A		3,570,864	-								
AQMD			3,320,940	22,000							
RMRA SB-1					4,000,000					1,201,977	735,112
LLM Districts											
CFD's											
CDBG						1,491,728					
Risk Mgmt.	-						1,373,510				
Info Mgmt.	-							984,418	500,000		
Equipment-Vehicles	-										
Subtotal	55,866,055	3,570,864	3,320,940	22,000	4,000,000	1,491,728	1,373,510	984,418	500,000	1,201,977	735,112
Balance Remaining	33,156,083	42,793	4,479,951	561,560	1,197,399	896,783	-	-	-	416,658	5,810,386
Surplus	74,848										

City of Jurupa Valley

**GENERAL FUND
REVENUE**

	<u>FY 2021/22</u>	<u>FY 2022/23</u>	<u>FY 2022/23</u>	<u>FY 2023/24</u>
	ACTUAL	BUDGET	EST ACTUAL	PROPOSED
<u>TAXES AND FRANCHISES</u>				
Property Tax - Secured	5,541,634	6,042,894	5,770,000	6,100,000
Property Tax - Unsecured	273,434	264,126	266,915	266,000
Property Tax - Supplemental	149,701	90,987	93,451	95,000
Property Tax - H.O. Exemption	51,657	78,895	40,329	56,000
Property Tax - RDA Pass Thru	2,395,072	1,607,393	1,907,393	2,000,000
Property Tax - SBE Collections	32,304	-	54,621	40,000
Property Tax - Miscellaneous	3,715	-	-	-
SB 130 Revenue	8,807,710	8,939,826	9,472,378	10,185,087
Sales and Use Tax	23,515,825	23,980,065	22,111,483	23,281,586
Franchise Fees - Utilities	2,006,574	1,848,385	2,575,328	2,885,000
Franchise Fees - Solid Waste	2,424,622	2,450,803	2,294,576	2,400,000
Admin Fees-Trash Liens	50,245	53,040	53,040	55,000
Property Transfer Tax	653,472	465,000	560,885	57,500
Transient Occupancy Tax	352,179	200,000	241,692	275,000
Measure L	202,572	175,000	210,754	194,000
Total	46,460,717	46,196,415	45,652,845	47,890,173
<u>LICENSES AND PERMITS</u>				
Business Registration	96,478	87,750	87,750	98,000
Alcohol Sales Regulatory Fee	3,250	-	4,500	4,500
Vending Permit Fee	5,040	4,200	4,500	4,500
NPDES Inspection Fees	205,545	55,000	55,000	55,000
Building Permits	2,248,447	2,153,000	2,003,000	2,075,000
Haul Fixed Fee	27,255	2,500	16,000	15,000
Engineering Fees	1,939,741	2,681,006	1,944,000	2,000,000
Planning Fees	1,308,778	3,351,600	2,051,600	1,650,000
Microfilm Fees	116,960	70,000	125,000	135,000
Application Admin Processing Fee	147,640	95,000	145,000	145,000
SMIP Admin Fees	3,970	1,400	1,400	1,400
Green Building Admin Fee	1,481	-	-	-
DIF Admin Fees	2,560	29,000	10,200	10,200
Local Development MSHCP Admin Fee	104,824	-	14,000	75,000
Code Compliance Fees	37,130	30,000	85,000	55,000
Foreclosure Registration Fees	3,800	4,000	4,500	5,000
LMS Fee	110,416	55,000	84,000	80,000
Fines- Parking	301,591	200,000	375,000	350,000
Fines- Court	198,581	215,000	182,000	198,000
Vehicle Impounds	96,212	75,000	75,000	75,000
Fines - Code Citations	30,000	-	73,000	50,000
Total	6,989,699	9,109,456	7,340,450	7,081,600

City of Jurupa Valley

**GENERAL FUND
REVENUE**

	<u>FY 2021/22</u> ACTUAL	<u>FY 2022/23</u> BUDGET	<u>FY 2022/23</u> EST ACTUAL	<u>FY 2023/24</u> PROPOSED
<u>INTERGOVERNMENTAL REVENUES</u>				
AMR System Fees (County)	-	48,000	48,000	48,000
State-Vehicle License Fees	124,880			
Transfer in from SLESF-Grants	54,338	-	-	-
State Grants	-	-	-	-
County Reimbursement Revenue	302,635	-	-	-
Federal Grants	112,748			
Special Districts	133,835	-	-	-
Total	728,436	48,000	48,000	48,000
<u>USE OF MONEY</u>				
Interest	139,841	200,000	808,162	1,253,000
Other	-	-	-	-
Total	139,841	200,000	808,162	1,253,000
<u>OTHER REVENUES</u>				
Cell Tower Revenue	-	-	-	-
Vehicle Abatement	48,850	2,500	5,106	5,000
Cash Over/Short	-	-	-	-
Development Agreements	2,498,780	-	-	-
Other Revenue - Cannabis Permit Fee	5,000	-	-	-
Other Revenue - Billboard Application	22,500		23,000	28,000
Donations	-	-	-	-
Donations - Restricted - JVBC	35	-	-	-
Miscellaneous Revenue	114,301	400,000	440,236	290,778
Total	2,689,465	402,500	468,342	323,778
<u>INTERFUND CHARGES</u>				
Transfer in from DIF	710,435	800,000	800,000	1,034,500
Measure A Proj. Administration	46,431	-	163,200	158,140
LLMD Administration	52,567	54,690	54,690	55,811
CFD Administration	70,941	73,807	73,807	66,828
Total	880,373	928,497	1,091,697	1,315,280
TOTAL GENERAL FUND REVENUE	57,888,530	56,884,868	55,409,496	57,911,831

City of Jurupa Valley

**MISCELLANEOUS FUNDS
REVENUE**

	<u>FY 2021/22</u>	<u>FY 2022/23</u>	<u>FY 2022/23</u>	<u>FY 2023/24</u>
	ACTUAL	BUDGET	EST ACTUAL	PROPOSED
INTERGOVERNMENTAL REVENUES				
State HUTA-2103	853,105	903,285	904,589	1,044,285
State HUTA-2105	598,480	622,685	635,878	691,528
State HUTA-2106	374,583	380,863	397,288	432,238
State HUTA-2107	715,328	790,374	761,739	830,618
State HUTA-2107.5	10,000	10,000	10,000	10,000
SB-1 RMRA	2,163,303	2,077,597	2,185,593	2,505,118
SB-1 Traffic Cong. Relief	-	100,000	100,000	100,000
Interest Income-Grants-Other	-	15,000	9,837	15,255
Total HUTA	4,714,799	4,899,804	5,004,924	5,629,042
RCTC Measure A- Local	3,897,841	3,557,000	3,323,000	3,381,000
Transfer in from DIF- Limonite	42,214	-	-	-
Interest Income	8,905	10,000	73,312	113,687
Change in fair value of Invest.	(31,211)	-	-	-
Total Measure A	3,917,749	3,567,002	3,396,314	3,494,687
SC AQMD	139,699	138,757	138,757	141,200
Interest Income	1,267	2,500	5,516	7,879
Change in fair value of Invest.	(4,074)	-	-	-
Total AQMD	136,892	141,257	144,273	149,079
CDBG	1,617,767	1,200,000	1,200,000	1,091,728
Other Revenue	-	819,768	223,050	124,322
Carryover	-	-	-	-
Interest Income	-	-	-	-
Total CDBG	1,617,767	2,019,768	1,423,050	1,216,050
TUMF	151,431	4,304,200	200,000	4,304,200
Other Funding	151,431	4,304,200	200,000	4,304,200
ATP	49,028	1,545,000	100,000	1,445,000
Interest Income DIF- Facilities	-	53,503	53,503	102,270
Interest Income DIF- Facilities	-	53,503	53,503	87,852
Interest Income DIF- Streets	-	53,503	53,503	185,586
Interest Income DIF- Signals	-	134,392	134,392	47,713
Interest Income DIF- Trails	-	75,203	75,203	22,698
Other Funding	49,028	1,915,104	470,104	1,891,119
State Grants- SLESF	265,290	253,821	291,179	291,179
Other Funding	265,290	253,821	291,179	291,179

**MISCELLANEOUS FUNDS
REVENUE, Continued**

	<u>FY 2021/22</u>	<u>FY 2022/23</u>	<u>FY 2022/23</u>	<u>FY 2023/24</u>
	ACTUAL	BUDGET	EST ACTUAL	PROPOSED
Cal Recycle Ongoing Payment	222,566	28,383	28,383	28,383
Interest Income-Grants-Other	557	-	-	10,568
Cal Recycle Ongoing Payment	(1,906)	-	-	-
Other Funding	221,217	28,383	28,383	38,951
Total Other Funding	686,967	6,501,508	989,666	6,525,449
<u>DIRECT ASSESSMENTS</u>				
Landscape and Lighting District 89-1	917,916	906,788	906,788	937,000
CFD 13-001 Bellegrave	535,823	487,019	487,019	512,518
CFD 14-001 Harvest	275,911	313,612	313,612	330,444
CFD 14-002 Mission Estates	165,381	165,950	165,950	181,779
CFD 15-001 Riverbend	123,092	122,499	122,499	132,804
CFD 15-002 Skypark	87,737	84,493	84,493	84,493
CFD 16-001 Quarry	108,495	104,365	103,758	112,577
CFD 14-003 Cantera/Granite Ridge	97,930	114,428	114,428	119,675
CFD 20-001 Shadow Rock/Vista Rio	110,897	-	110,897	113,790
CFD 18-002 Stone	17,395	-	17,395	18,730
Total Direct Assessments	2,440,575	2,299,153	2,426,837	2,543,809
Totals	13,514,749	19,428,492	13,385,064	19,558,116

DEPARTMENT WORKSHEETS



WORKING TOGETHER TO MAKE

JURUPA VALLEY SAFE

(This page is intentionally left blank)

CITY COUNCIL



City of Jurupa Valley

CITY COUNCIL
GENERAL FUND - 100-1110

	<u>FY 2021/22</u>	<u>FY 2022/23</u>	<u>FY 2022/23</u>	<u>FY 2023/24</u>
	ACTUAL	BUDGET	EST. ACTUAL	PROPOSED
<u>PERSONNEL</u>				
Salaries	36,006	36,000	36,000	36,000
Cafeteria Benefits	68,063	79,200	79,200	79,200
Retirement Contribution	3,096	2,700	2,700	2,700
W/C-Medicare-Other	4,860	1,624	3,510	3,017
Total Personnel	112,024	119,524	121,410	120,917
<u>OPERATING EXPENSES</u>				
Office Supplies	1,582	1,500	1,500	1,500
Books/Subscriptions	285			
Professional Services	94,865	70,000	70,000	90,000
Community Promotion	39,428	148,000	155,500	161,000
Postage	351			
Cell Phones	5,087	2,500	5,426	3,300
Grant Expenditures	40,000	40,000	40,000	45,000
Meetings/Conferences	21,087	10,000	10,000	34,400
Dues/Memberships	11,951	28,750	28,750	25,884
Furniture & Equipment	9,174	9,200	9,200	9,200
Miscellaneous Expense	1,602	-	-	
Total Operating	225,412	309,950	320,376	370,284
<u>INTERFUND CHARGES</u>				
Risk Management				
Information Systems				
Total Interfund Charges				
TOTAL CITY COUNCIL	337,437	429,474	441,786	491,201

Expenditure Explanations

Salaries	Monthly stipend set by Government Code 36516 at \$600 per month per member. Council has the option of utilizing monthly \$1,650 cafeteria benefit for medical or retirement
Professional Services	\$30,000 Reach Out MOU; \$20,000, JV Chamber of Commerce-MOU; \$20,000, Rodeo; Translation Services \$20,000
Community Promotion	\$10K JARPD-Fireworks; \$6,500 Promotional items; \$5K Community Events; \$15K Christmas Tree Lighting; \$10K Council sponsorships; \$15K State of the City video; Misc. other \$3,500; \$75K Annual Parade; \$15K Townhalls - Homeless Taskforce; \$6K Animal Clinics
Cell Phones	Cell Phone Invoice includes data charges for Tablets \$3,300
Grants	\$45,000 Grants, maximum of \$5,000 a grant
Meetings/Conferences	
Dues/Memberships	\$10K ICSC and local conferences; Cal Contract Cities \$21,150; CAL-Cities \$3,250 \$12,710 Western Riverside COG, \$12,424 SCAG, \$500 ICSC, \$250 JV Chamber of Commerce

CITY ATTORNEY



City of Jurupa Valley

CITY ATTORNEY
GENERAL FUND - 100-1120

	FY 2021/22	FY 2022/23	FY 2022/23	FY 2023/24
	ACTUAL	BUDGET	EST. ACTUAL	PROPOSED
<u>OPERATING EXPENSES</u>				
Legal Consulting Services	425,083	535,064	639,712	650,000
Litigation	546,590	939,978	740,692	760,000
Special Legal Services	-	-	-	50,000
Total Operating	971,673	1,475,042	1,380,404	1,460,000
TOTAL CITY ATTORNEY	971,673	1,475,042	1,380,404	1,460,000

Expenditure Explanations

Legal Consulting Services	Basic services per contract with Richards, Watson, Gershon, LLC
Litigation	Cost of special litigation as authorized by City Council
Special Legal Services	Civica Law Group, APC - other attorney fees

CITY MANAGER



City Managers Department – City of Jurupa Valley

Key Achievements for FY 2022-23

Achievements

- Continued to grow City organization in a manner that ensures service delivery is responsive to needs while remaining fiscally prudent. This has resulted in new employees being hired, service levels being increased and significant cost savings being realized.
- Continued to create a team-oriented management climate where employees at all levels of the organization feel comfortable in interacting and providing input to the City Manager's Office
- Increased budget and financial oversight establishment of new policies and multi-year financial planning (e.g. formed an investment committee, updated investment policy, and quarterly investment reports).
- Improvements to public outreach and transparency. Through the efforts of additional staff, the City is now communicating more effectively via social media, the Jurupa Valley on-line app, City website, special events, flyers, town hall meetings, digital billboards, electronic surveys and virtual meetings.
- Implemented a new policy to create Public Safety Community Facilities Districts (CFD's) for each new development to establish an additional revenue stream to fund enhanced law enforcement and fire services as development continues.
- Implemented Jurupa Valley's first-ever Citywide Work Program to guide our efforts over the next year.
- Completed Phase II of the Citygate Law Enforcement Services Study, which will serve as the foundation for future improvements to quality of life public safety enforcement efforts.
- Successful onboarding of the new City employee positions that were approved by the City Council as part of the FY 2022-2023 City budget.
- Conducted a City Council Candidate Orientation Session in Fall of 2022.
- Developed new Economic Development programs such as a Business Visitation and a Business Retention Program.
- Developed and implemented a strategic plan for the American Recovery Plan Act (ARPA), which ensures deadlines of obligations and expenditures will be met in compliance with Federal guidelines.
- Appropriated \$20 million of ARPA funding specifically for roadway infrastructure.
- Appropriated \$2.7 million towards increased energy efficiency and GHG reduction projects for City facilities.
- Implemented a Strategic Planning process with the Executive Team.
- Completed Civic Center needs assessment and started Civic Center Plan Process.
- Created a Legislative Platform and City Council Legislative Sub-Committee.
- Began process to create a developer fee to help fund public safety services.
- Applied for \$7 million in State and Federal grants for infrastructure projects throughout the City.
- Updated the Hazard Mitigation Plan to ensure the City is prepared to provide services in the event of disaster.
- Oversee and implement the \$1.2 million Community Development Block Grant program, which included the five-year plan.

Key Goals for FY 2023-24

Goals

- With the Community Development Director and Assistant City Manager, provide leadership on high-profile projects and development opportunity sites.
- Complete the City's new branding effort in addition to the redesign for the website to streamline services, to boost community engagement and improve public access
- Continue to build strong relationships with the City's key partner agencies: JUSD, JCSD, RCSD, JARPD, WRCOG, etc.
- Continue to explore planning grant opportunities for the Santa Ana River.
- Continue to support/oppose State and Federal legislation that impacts the City.
- Continue to search for possible location for a future fire station for the western portion of the City.
- Continue to submit appropriation requests to the State and Federal Legislative Representatives.
- Facilitate Legislative Tour with the Legislative Sub Committee in Sacramento.
- Coordinate with Reach Out on implementation of the CALVIP grant.
- Hire and train a Special Events Coordinator to provide dedicated staffing for City events.
- Continue to work with Riverside Community College District on the development of the Inland Empire Technical Trade Center.
- Continue to search for grants and strengthen partnerships with outside organizations to improve homelessness efforts.
- Help identify priority areas for Code Enforcement and Sheriff's department to assist with improving health and safety in the community.
- Develop options for City Hall office space needs for City Council consideration.
- Continue to manage the appropriations and spending for the American Recovery Plan Act funding.
- Create Council Goals to set priorities, direct work activities, and allocate staffing and financial resources.
- Explore the feasibility of creating a volunteer program and youth council for the City.
- Implement City Council direction to increase commercial vehicle enforcement staffing.
- Coordinate with JARPD on Parks and Trails Master Plan efforts.
- Create City Manager working group to address issues specific to Western Riverside County and the I15 Corridor.
- Develop implementation options for City Council consideration stemming from Comprehensive Classification and Compensation Study.

City of Jurupa Valley

CITY MANAGER
GENERAL FUND - 100-1130

	FY 2021/22	FY 2022/23	FY 2022/23	FY 2023/24
	ACTUAL	BUDGET	EST. ACTUAL	PROPOSED
<u>PERSONNEL</u>				
Salaries	844,983	1,231,676	1,196,676	1,372,356
Cafeteria Benefit	109,200	198,000	198,000	217,800
Retirement Contribution	58,494	86,217	86,217	95,969
W/C-Medicare-Other	37,633	40,090	40,090	35,740
Other Employee Costs	-	-	-	12,560
Total Personnel	1,050,310	1,555,984	1,520,984	1,734,425
<u>OPERATING EXPENSES</u>				
Office Supplies	9,478	16,000	16,000	16,000
Books/Subscriptions	442	10,700	10,700	10,700
Professional Services	124,009	391,000	391,000	381,000
Stipends	400	1,400	600	750
Consulting Services	44,992	173,360	173,360	107,000
Comm. Promotion/Econ Dev	208,396	25,000	25,000	75,000
Postage	56	300	300	150
Cell Phone	1,515	1,520	1,353	1,380
Grant Expenditures	26,856	-	-	-
Meetings/Conferences	24,595	32,100	32,100	37,200
Education/Training	1,023	4,000	4,000	4,000
Dues/Memberships	7,788	37,180	37,180	12,640
Furniture & Equipment	-	20,000	-	20,000
Total Operating	449,550	692,560	691,593	665,820
<u>INTERFUND CHARGES</u>				
Risk Management				
Information Systems				
Total Interfund Charges				
TOTAL CITY MANAGER	1,499,861	2,248,544	2,212,577	2,400,245

Expenditure Explanations

Salaries	City Manager, Assistant City Manager, Assistant to the City Manager, Human Resources/Risk Safety Manager, Human Resources Analyst, Human Resources Specialist, Principal Analyst, (2) Management Analyst, Executive Assistant, Event Coordinator, (2) Interns
Office Supplies	\$3,000- Office Supplies, \$7,500- Economic Development Supplies/Materials; \$1,500-General supplies/open enrollment, ID card; \$1,000 -Risk Management; \$3,000 Ergonomic equipment & supplies
Books/Subscriptions	Press Enterprise Newspaper \$700 - HR Advertisement Jobs Available \$7,500; APWA \$2,500
Professional Services	\$36K-Sacramento Lobbyist; \$20K Misc. Consulting Services; \$60K Federal Lobbyist; \$90K H/R Professional Svcs, \$25K Civic Center Study; Grant Writer \$70K; EOC Riv. County \$80K
Stipends	Stipends for CDBG Committee
Consulting Services	HR Green-District @ Jurupa \$60K; \$7K audio visual; Marketing Professional \$25K; Legal Employment \$10K; Pre-employment physical, background and degree checks, testing-other \$5K
Comm. Promotion/Econ Dev	Branding Efforts \$50K; Marketing \$25K
Cell Phone	Cell phone costs for City Manager and PIO
Meetings/Conferences	ICSC \$4K; NEOGOV \$3K; SHRM \$2,500; Employee Celebration Committee \$14,200; LCW \$4K; PSHRA \$6K; CAL-Cities \$3,500
Education/Training	MMASC \$1,500; CalEd \$1,500; Risk Management Certification Course (ARM) \$1,000
Dues/Memberships	ICMA \$1,400; CCMF\$400; \$3K Cal Contract Cities; LCW \$5,500; CSDA \$1,650-Workers Comp; \$500 PSHRA; \$190 Misc.
Furniture & Equipment	\$20,000 for EOC

CITY CLERK



(This page is intentionally left blank)

City Clerk Department – City of Jurupa Valley

Key Achievements for FY 2023-24

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.
- Responded to 635 public records requests using GovQA's Public Records Request Management software, which has allowed City Clerk staff to comply with public records requests, track, display and provide 24/7 access and status updates across all departments.
- Processed 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.
- Assisted in planning and executing staffing and operation improvements to provide high quality, cost-effective services to both internal and external customers of the City of Jurupa Valley.
- 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 2023-24

Goals

- Expand the department's records management division by providing support and training to City staff.
- Implement a City Council technology upgrade for Agenda Meeting management and technological upgrades.
- Implement an online application process for City Boards and Committee vacancies to track upcoming vacancies and encourage greater participation from qualified candidates.
- Coordinate the construction of an archives center at the City Operations Center with climate controls and fire suppression capable of serving as a repository for the City's permanent records.
- 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.

City of Jurupa Valley

CITY CLERK
GENERAL FUND - 100-1140

	FY 2021/22	FY 2022/23	FY 2022/23	FY 2023/24
	ACTUAL	BUDGET	EST. ACTUAL	PROPOSED
<u>PERSONNEL</u>				
Salaries	195,976	246,962	246,962	264,602
Cafeteria Benefit	16,800	39,600	39,600	39,600
Retirement Contribution	14,401	17,895	17,895	19,170
W/C-Medicare-Other	8,067	7,769	7,769	6,785
Other Employee Costs	-	-	-	720
Total Personnel	235,244	312,226	312,226	330,877
<u>OPERATING EXPENSES</u>				
Office Supplies	2,000	2,000	2,000	2,000
Books/Subscriptions	189	750	750	750
Professional Services	13,909	8,300	8,300	8,300
Elections	-	100,000	111,000	-
Consulting Services	57,000	-	-	-
Public Notices	73,619	43,000	57,730	65,000
Postage	155	500	500	500
Meetings/Conferences	-	1,750	1,750	1,750
Education/Training	1,500	3,000	3,000	3,000
Dues/Memberships	200	500	500	500
Total Operating	148,571	159,800	185,530	81,800
<u>INTERFUND CHARGES</u>				
Risk Management				
Information Systems				
Total Interfund Charges				
TOTAL CITY CLERK	383,816	472,026	497,756	412,677

Expenditure Explanations

Salaries and Benefits	City Clerk, (2) Deputy City Clerk (1 Full-Time / 1 Part-Time)
Books/Subscriptions	Minute Books
Professional Services	Municipal Code Publishing Services- Code updates
Elections	November 2022 General Municipal Election and Supplies
Public Notices	Mandatory Public Notices (Includes cost to publish Trash Lien notices - Cost offset by Admin. charges)
Education/Training	Certified Municipal Clerk Training - FT Deputy City Clerk
Dues/Memberships	International Institute of Municipal Clerks and California City Clerk's Association

ADMINISTRATIVE SERVICES



(This page is intentionally left blank)

Administrative Services Department – City of Jurupa Valley

Finance

Key Achievements for FY 2022-23

- Implemented phase 1 of new investment strategy/program by investing in U.S. Treasury Notes and Bills resulting in increased investment revenue
- Implemented online payments for ACCELA permitting software and implemented daily online payment reconciliation procedures
- Completed the Annual Financial Audit and Comprehensive Annual Financial Report (CAFR) with an unmodified auditor opinion for FY 2021-22
- Completed the City's Single Audit for FY 2021-22 with an unmodified auditor opinion (the City complied, in all material respects, with compliance requirements that could have a direct and material effect on the major program (CDBG) audited)
- Provided oversight for third party audits during the fiscal year
- Received American Rescue Plan Act (ARPA) funding and, with consultant, completed all required quarterly reports timely
- Implemented GASB Statement No. 87, *Leases*
- Completed all required debt (COPs) continuing disclosure/compliance reporting timely

Key Goals for FY 2023-24

- Establish a method of processing write-offs of deposit balances to be established under a Revenue Recovery method
- Issue an RFP for Revenue Recovery collection vendor
- Establish Unclaimed Property Reporting with the State for outstanding checks issued.
- Finalize Cost Allocation Plan (CAP) with Revenue Recovery Specialist for City including identifying strategies to expand cost allocation and reduce charges to General Fund
- Establish vendor listing maintenance procedures, including standards for inactivating and reactivating vendors based on last payment activity
- Develop quarterly budget/finance overview presentations to City Council
- Establish a finance quarterly close process
- Establish financial year close and ACFR preparation procedures that align with GFOA Excellence in Financial Reporting Program
- Work with City Department to develop an asset inventory and ultimately a replacement schedule and asset replacement fund
- Work with Building Department to close out ALL old building permits issued before August 2019
- Begin phase 1 RFP process for new financial system software (explore cloud based options)
- Develop project timeline to produce the City's first multi-year Financial Plan
- Ensure successful timely completion of FY 2022-23 internal and external audits that result in audit reports containing no instances of material internal control weaknesses and unqualified auditor opinion for FY 2022-23 audit
- Continue to review department-wide business processes to improve efficiency and internal controls and develop a cohesive Finance Department procedures manual
- Identify strategies to expand cost allocation and reduce charges to General Fund

Administrative Services Department – City of Jurupa Valley

Finance - Purchasing

Key Achievements for FY 2022-23

Achievements

- Upgraded Amazon Account to Business Prime – Pay by invoice; net 45 payment terms and establish 3 way match of purchases
- Upgraded City Hall Copiers creating a cost savings for supplies and service
- Upgraded Postage Meter Equipment
- Coordination and Collaboration with Engineering, Public Works, Admin, in publishing 36 project bid, RFP, and RFQ packages.
- Vehicle Purchases with Leveraged Purchase Agreement coordination of cost savings for nonprofit partner agencies.
- Established Surplus Equipment Liquidation Processes

Key Goals for FY 2023-24

Goals

- Data analysis of LLD for all City owned Sites for service/account consolidation to create costs savings and efficiencies in Finance staff work flow.
- Transition to Cal Card Credit Card Program
- Procurement for City Hall Modernization Upgrade
- Update general purchasing policies to ensure compliance with Federal, Cal Trans, and EPP grant funding guidelines
- Buildout SmartSheet workspace for Assets, Leases and Land
- Complete RFP for Financial System, Debt Collection,

City of Jurupa Valley

ADMINISTRATIVE SERVICES
GENERAL FUND - 100-1150

	FY 2021/22 ACTUAL	FY 2022/23 BUDGET	FY 2022/23 EST. ACTUAL	FY 2023/24 PROPOSED
<u>PERSONNEL</u>				
Salaries	986,089	963,888	963,888	1,053,386
Cafeteria Benefit	212,800	257,400	257,400	257,400
Retirement Contribution	70,667	67,472	67,472	73,737
W/C-Medicare-Other	45,231	29,490	31,116	27,697
Other Employee Costs	-	-	-	5,760
Total Personnel	1,314,787	1,318,250	1,319,876	1,417,980
 <u>OPERATING EXPENSES</u>				
Office Supplies	8,467	8,000	8,000	15,000
Professional Services	464,076	449,740	155,000	165,000
Audit Services	54,640	46,200	56,200	45,935
Consulting Services	1,340	-	-	-
Postage	327	200	200	200
Bank Service Fees	22,544	22,500	42,626	65,000
Meetings/Conferences	1,131	8,000	8,000	9,500
Education/Training	264	6,000	6,000	10,000
Dues/Memberships	4,235	485	511	1,435
Miscellaneous Expense	195	-	-	-
Total Operating	557,220	541,125	276,537	312,070
 TOTAL ADMIN SERVICES	 1,872,007	 1,859,375	 1,596,413	 1,730,050

Expenditure Explanations

Salaries and Benefits	Administrative Services Director, Principal Accountant, Sr. Accountant, Accountants I, Purchasing-Analyst, IT Tech, Sr. Accounting Tech, Accounting Tech, (2) Accounting Clerk, (3) Admin. Support staff; and (2) interns
Professional Services	HdL Sales Tax recovery service est. \$148K (15% of recoveries), \$17K- HdL Prop Tax services and Statistical data for ACFR
Audit Services	Provides for Independent City Audit \$33,765 ACFR, \$2,025 AQMD, \$2,825 State Controller, GANN \$665; Single Audit \$4,630; other \$2,025
Bank Service Fees	Charges to process financial transactions such as credit cards.
Meetings/Conferences	CSMFO \$2K; GFOA \$3,500 CAPPO \$1K, MISAC \$3K-IT,
Education/Training	Finance \$4,000, IT \$6,000
Dues/Memberships	\$330 CSMFO, \$840 GFOA,\$130 CAPPO, \$135 MISAC

(This page is intentionally left blank)

NON-DEPARTMENTAL



(This page is intentionally left blank)

City of Jurupa Valley

NON DEPARTMENTAL
GENERAL FUND - 100-1190

	<u>FY 2021/22</u>	<u>FY 2022/23</u>	<u>FY 2022/23</u>	<u>FY 2023/24</u>
	ACTUAL	BUDGET	EST. ACTUAL	PROPOSED
<u>PERSONNEL</u>				
W/C-Medicare-Other	19,370			
Other Employee Costs	-	108,664	75,000	289,800
Total Personnel	19,370	108,664	75,000	289,800
<u>OPERATING EXPENSES</u>				
Office Supplies	25,601	10,000	25,000	40,000
Copying Costs	45,933	34,000	45,492	30,000
Cleaning Supplies	17,281	-	-	-
Professional Services	9,978	15,820	3,192	15,820
Repairs & Maintenance	124,684	-	-	-
Vehicle Repair	47,082	-	-	-
Postage	15,062	18,000	18,000	22,000
Phone/Internet	40,492	42,000	42,000	43,000
Cell Phones	4,341	3,469	4,578	4,872
Electricity/Gas	41,026	-	-	-
Water and Sewer	4,783	-	-	-
Rent	6,022	-	-	-
Dues/Memberships	9,697	6,567	6,879	7,000
Furniture & Equipment	11,302	-	-	-
JVOC-Building-Safety	128,401			
JVOC-Building-Utilities	83,569			
JVOC-Misc.	14,445			
Debt-Principal Expense	170,000	140,000	140,000	145,000
Interest Expense	204,334	195,038	195,038	188,038
Capital Equipment & Furniture	14,150	71,156	71,156	-
Vehicles	161,884			
Buildings and Improvements	38,033	-	-	-
Capital Projects-DIF-HSIP		800,000	800,000	800,000
Total Operating	1,218,099	1,336,050	1,351,335	1,295,730
<u>INTERFUND CHARGES</u>				
Risk Management	591,743	630,000	717,848	1,373,510
Information Systems	343,322	830,245	869,645	984,418
Transfers Out	1,349,181	1,460,245	-	-
Total Interfund Charges	2,284,246	2,920,490	1,587,493	2,357,928
TOTAL NON-DEPARTMENTAL	3,521,715	4,365,204	3,013,828	3,943,458

Expenditure Explanations

Other Employee Costs	\$200K Classification & Comp Reclassification; \$70K Tuition Program; \$14,400 Standard Life Insurance; \$5,400 Boot Reimbursement program
Copying Costs	Provides for all City copiers and per copy charges
Professional Services	Mission Square Admin \$3,900; Shred-It \$720; Paychex processing \$10K; Paychex HR Admin \$1,200
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
Debt-Principal & Interest Service	Fleet Services Building
Capital Projects-DIF	Various CIP projects DIF carryover from FY 2020/21 \$1,375,500; new CIP for DIF FY 2021/22 Traffic Signal Upgrades \$250,000 and \$1,850,000 RBBD
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

(This page is intentionally left blank)

COMMUNITY DEVELOPMENT



Community Development Department – City of Jurupa Valley

Key Achievements for FY 2022-23

1. Adopted Inclusionary Housing Requirement and In-Lieu Fee option
2. Approved General Plan Amendment to revise Safety Element - Identify residential developments in recognized hazard areas without two evacuation routes
3. Approved amendment to the Pedley Crossing Development Agreement to extend the term of the project
4. Approved Zoning Code Amendments for development Standards and Processing requirements for Gasoline Service Stations
5. Approved Initiation of a GPA to remove the SP Overlay from land within the Agua Mansa Industrial Corridor Specific Plan
6. Approved Interim Urgency Ord. establishing Emergency Regulations related to Urban Lot Splits & Housing Units built in accordance with Senate Bill 9
7. Implemented Interactive GIS “Story Map” feature
8. Approved several Commercial, Residential, and Industrial projects

I. ACHIEVEMENTS

a. Adopted Code Amendments for the following items:

- Updated MSCHP fees
- Classified small and large Family Day Care Homes as permitted uses in all residential zones
- Updated parking requirements for Religious Institution affiliated Housing Developments
- Updated Automobile Fueling Station Uses Requirements
- Revised the W-1 Zone pertaining to Watercourse, watershed and conservation areas

b. Initiated a Code Amendment for the following items:

- Family Day Care requirements (SB234)
- Development of Housing and Parking Reductions when affiliated with Religious institutions
- Zoning Text Amend pertaining to processing and terms of EOT
- Wireless Communication Facility requirements
- Prohibition of Short-Term Rentals
- Modification of Home Occupation requirements
- Amendment to modify regulations of massage establishments
- Modifications to Mobile Vending requirements

c. General Plan Implementation:

- Annual Progress Report submitted to State HCD
- Established an Airport Zone at Flabob Airport

II. MAJOR PROJECT APPROVALS

a. Commercial Projects:

- The Shops at Jurupa Valley- Revised Permit to Amend Condition and adopt Cooperative Agreement for a new 32-acre shopping, dining, and commercial

development on the corner of Pyrite St. and Mission Blvd. When finished, the “Shops at Jurupa Valley” project will include over 20 new buildings and over 230,000 square feet of retail/commercial space

- Aldi's: New supermarket at the Vernola Marketplace Shopping Center

b. Housing Projects:

- a. Century Communities: 118 townhome development at Paradise Knolls Specific Plan area 2, lot 7
- b. Century Communities: 35 single family detached (cluster) homes development at Paradise Knolls Specific Plan area 2, lot 9
- c. Vernola Marketplace Apartments Phase B: 200 apartment units on 8.3 acres south of Vernola Marketplace Shopping Center, west of Pats Ranch and east of I-15 freeway
- d. Madone Collection: 35 single family residential units on 6.92 acres at 7586 Jurupa Rd.
- e. Emerald Ridge North: Minor Change approved to residential project that consists of 97 single-family residential lots and 118 townhome units on 42.68 acres on the southwest corner of 28th St. and Canal St.

c. Industrial Projects:

- Burtec Waste Industries: New waste collection operations facility 9.82 acres

III. PROPOSED MAJOR PROJECTS FOR FY 2023-24

a. Commercial Projects:

- Paradise Knolls Specific Plan Commercial Site: 2.2 acre commercial development with gas station with convenience store and drive-thru
- The Marketplace at Bellgrave: 25,943 sq. ft. retail center with three tenants on 1.28 acres
- O'Reilly Auto Parts Store: Construction of a new automobile parts supply store on southeast corner of Agate and Mission Blvd.

b. Industrial Projects:

- Industrial Outdoor Ventures: Proposed 31,000 square foot industrial building on Riverside Drive and Wineville Road
- Keusder Homes Industrial Bldg.: Proposed construction of a 58,535 sq. ft. speculative industrial building on 3.44 acres on Bellgrave Ave. between 10055 and 10211 Bellegrave Ave.
- Rubidoux Commerce Park: 1.2 million square-foot Industrial Park - North of 28th St., West of Avalon St., and South of 25th St.
- Havana Industrial Bldg.: Proposed 69,655 square-foot industrial spec building at the northeast corner of Rubidoux and 28th Street

c. Residential Projects:

- Serrano Oaks Townhomes: Proposed Multi- family residential development of 66 town homes units on 4.12 acres
- Saddlehorn Ranch: 32 single family residential units on 19.42 acres at 6550 Limonite Ave.

d. Mixed-Use Projects:

- New Rio Vista Specific Plan: A master planned community (1,115 multifamily residential units, 774 single-family units, business park, light industrial park,

public school, and open space) on 900+ acres located north of Canal, south of the City Boundary with Fontana and San Bernardino County, east of Sierra Rd. and west of Rubidoux Blvd.

- District at Jurupa Valley: Mixed-use development at 5520 30th St., with warehouse/logistics, industrial; general commercial; hospitality; mixed density residential, park and recreational uses on 250 acres.

IV. SERVICES PROVIDED

SERVICES PROVIDED (FY 2022-2023)	
Total number of Planning Applications Received	580
Total number of Actions taken by Planning Commission	38
Total number of Planning Commission study sessions or work sessions held	5
Total Responses to Public Inquiries	14,825
• In person at the public counter	4,835
• Telephone	8,520
• Email	1,470
Total Plan Checks Completed	1,033
• Building Plan Checks	990
• Grading Plan Reviews	31
• Final Map Reviews	12

Key Goals for FY 2023-24

1. “Ready-Permit” Accessory Dwelling Unit Prototypes
2. Complete Planning Department Filing and Laserfiche System
3. Pedley Town Center Master Plan
4. North Pyrite Master Plan
5. Citywide Corridors Master Plan
6. Major Development Projects:
 - o Serrano Oaks
 - o District at Jurupa Valley Specific Plan
 - o Rio Vista Specific Plan
 - o Vernola Ranch Specific Plan
7. Zoning Code Amendments for the following:
 - a. Senate Bill 9 Permanent Ordinance
 - b. Prohibition of Short-Term Rentals
 - c. Wireless Communication Facilities Requirements
 - d. Recycling Facilities Requirements
 - e. Updates to Accessory Structures, Setbacks, TND Standards
 - f. Signage requirements for commercial buildings
 - g. Updated to Permit Expiration Periods and Extension of Time (EOT) Processing Procedures

City of Jurupa Valley

Community Development
GENERAL FUND - 100-1220

	FY 2021/22	FY 2022/23	FY 2022/23	FY 2023/24
	ACTUAL	BUDGET	EST. ACTUAL	PROPOSED
<u>PERSONNEL</u>				
Salaries	992,779	1,455,868	1,255,868	1,471,508
Cafeteria Benefit	149,240	267,300	267,300	267,300
Retirement Contribution	70,647	101,911	101,911	102,399
W/C-Medicare-Other	45,903	46,390	46,390	38,574
Other Employee Costs	-	-	-	12,060
Total Personnel	1,258,569	1,871,469	1,671,469	1,891,841
<u>OPERATING EXPENSES</u>				
Office Supplies	19,368	15,000	15,000	15,000
Books/Subscriptions	349	2,500	2,500	2,500
Professional Services	420,452	233,850	233,850	233,850
Commissioner Stipends	4,000	6,000	6,000	6,000
Consulting Services-Reimb	1,473,958	1,663,200	1,551,200	194,570
Consulting Services	-	431,250	431,250	1,800,000
Public Notices	4,136	8,000	8,000	10,000
Postage	120	5,000	5,000	5,000
Cell Phones	1,334			
Meetings/Conferences	4,932	14,500	14,500	23,000
Education/Training	816	3,500	3,500	3,500
Dues/Memberships	1,815	3,600	3,600	3,600
Miscellaneous Expense	875	-	-	-
Furniture and Equipment	-	5,200	5,200	5,200
Total Operating	1,932,155	2,391,600	2,279,600	2,302,220
TOTAL COMMUNITY DEV.	3,190,724	4,263,069	3,951,069	4,194,061

Expenditure Explanations

Salaries and Benefits	Community Development Director, Deputy Director of Community Development, Planning Manager, (3) Senior Planners, (2) Associate Planners, Assistant Planners, (2) Planning Technicians, (1) Planning Intern, Administrative Services Coordinator, Administrative Assistant II
Books/Subscriptions	Land Use Books:2022 Subdivision Map Act; 2022 Planning & Zoning Laws; Field Guide to American Houses; 2022 CEQA Handbook; subscription to Western Cities; Urban Land Magazine
Professional Services	None required- Prof services for development projects are covered in Consulting Services-Reimb. Spanish Translation for public hearings, approx. 6/meetings - \$5,000; Consultant services for GP & ZC updates - \$50,000; Economic Development/Housing on call services \$50,000; Urban3 Economic Development Analysis - \$60,000; Other contracts and services - \$43,850
Commissioner Stipends	Planning commissioner stipends at \$50 per meeting attended
Consulting Services-Reimbursable	Civic Solutions contract services for fee based planning services
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	ICSC Las Vegas; (2) Staff Members \$2,000/ea.- \$4,000; APA CA Conference & Hotel for (7) staff members - \$13,500; Planning Commission attendance at APA or similar conferences \$3,500; per diem and mileage - \$2000
Dues/Memberships	APA memberships for each Commissioner
Office Furniture and Equip	File cabinets for planning case files; new copy machine \$5,200

(This page is intentionally left blank)

BUILDING SAFETY



(This page is intentionally left blank)

Building Department, Building Division – City of Jurupa Valley

Key Achievements for FY 2022-2023

- Presented a “Solar PV Plan Review”, in-house training class (8 hours) to the Building Division staff
- Trained all Permit Technicians to perform minor residential inspections
- Presented Accela training to the Public Works Dept. and Dev. Services Dept. regarding deposit tracking and custom report writing.
- Completed configuration of Accela to process online payments for Building Permits.
- Completed configuration of Accela to perform Electronic Plan check within Accela
- Develop training material and train Building Department Staff on Electronic Plan Check and Approvals
- Prepared staff report and ordinance language for adoption of the 2022 California Building Standards Codes
- Researched electronic signature software with template and text functions
- Researched Laserfiche archiving integration with Accela
- Prepared and Trained staff on Updates to the newly adopted 2022 CA Building Codes
- Updated Valuation Tables and Trained Staff on proper method for determining project valuations
- Scheduled all Staff to attend at least one CALBO Training Seminar.

Key Goals for FY 2023-2024

- Provide weekly in-house training for Building Department staff. Each training will include documented workplace Safety Training subjects
- Continue to cross training all Permit Technicians to perform minor residential inspections
- Complete configuration of Accela to perform Electronic Plan check within Accela
- Continue to develop training material and train Building Department Staff on Electronic Plan Check and Approvals
- Implement new fee structure into Accela (after fee study completion and approvals
- Develop and implement an Automated Solar permitting program
- Research and implement electronic signature software with template and text functions
- Implement Laser fiche archiving integration with Accela
- Continue to update Valuation Tables and Train Staff on proper method for determining project valuations
- Attend CALBO Training

City of Jurupa Valley

BUILDING SAFETY
GENERAL FUND - 100-1230

	FY 2021/22	FY 2022/23	FY 2022/23	FY 2023/24
	ACTUAL	BUDGET	EST. ACTUAL	PROPOSED
<u>PERSONNEL</u>				
Salaries	842,432	930,090	930,090	936,509
Cafeteria Benefit	158,200	198,000	198,000	198,000
Retirement Contribution	60,059	65,841	65,841	66,105
W/C-Medicare-Other	47,857	48,029	48,029	33,856
Other Employee Costs	-	-	-	9,440
Total Personnel	1,108,549	1,241,960	1,241,960	1,243,910
<u>OPERATING EXPENSES</u>				
Office Supplies	19,596	11,800	11,800	14,460
Books and Subscriptions	1,556	6,200	6,200	6,200
Equipment	8,352	3,360	3,360	6,160
Consulting Services	738,383	852,618	675,000	820,000
Cell Phone	2,576	1,800	2,693	2,760
Meeting/Conferences	293	-	-	-
Education and Training	12,687	10,270	10,270	11,270
Dues/Memberships	936	560	560	560
Vehicles	-	-	36,725	-
Total Operating	784,379	886,608	746,608	861,410
<u>INTERFUND CHARGES</u>				
Risk Management				
Information Systems				
Total Interfund Charges				
TOTAL BUILDING	1,892,928	2,128,568	1,988,568	2,105,320

Expenditure Explanations

Salaries	50% of City Building Official, 75% Assistant Building Official, Building Inspection Supervisor, Sr. Building Inspector, Management Analyst (2) Building Inspectors, (2) Sr. Permit Technicians, (2) Permit Technicians, 50% Office Assistant II
Office Supplies	Office supplies to support 10 staff, 3000 permits, Plan labels \$1,700; Correction Notices \$3K; Door hangers (Notice of Attempt to Inspect) \$500; Inspection card stock \$2,380; Large project files folders \$500; C of O Stationary \$1,000; Printers ink (3 Printers) \$2,800; Office supplies \$1,380; Kitchen Supplies \$1,200
Books and Subscriptions	The State of California is adopting the 2022 California Codes: 11 separate codes (\$1,300 per set) \$5,200. Supplementary handbooks and reference manuals \$1,000
Equipment	New Equipment needed to support field staff \$1,100; Shirts, jackets 18 Building division staff \$3,060; iPad Pros \$2K
Consulting Services	HR Green contract services for all building related activities - fee offset.
Cell Phone	Wi-Fi for iPads used by Building Inspectors
Education and Training	CALBO Education Week, two days for all Building division staff
Dues/Memberships	ICC, CALBO

CODE COMPLIANCE



Code Compliance Division – City of Jurupa Valley
Key Achievements for FY 2022-2023

- 3 of the 7 Code Enforcement Officers attained the International Code Council Residential certification.
- 3 of the 7 Code Enforcement Officers attained the International Code Council Property Maintenance Inspector certification.
- 2 of the 7 Code Enforcement Officers attained the International Code Council Zoning Inspector certification.
- All 7 code enforcement officers are CACEO certified.
- Scheduled Code Enforcement staff to attend CACEO training.
- Submitted the application for the CACEO Code Enforcement Department of the Year Award
- Submitted the application for Code Enforcement Officer of the Year for Irwin Salas
- Integrated the Data Ticket System with the GoGovApps system
- Cross trained at least 2 code officers to perform minor residential inspections
- Requested reimbursement for city cost from Abandoned Vehicle Abatement Program.

Key Goals for FY 2023-2024

- Submit annual application for the CACEO Code Enforcement Dept. of the Year Award
- Submit annual application for the AACE Code Enforcement Dept. of the Year Award
- Submit annual application for Code Enforcement Officer of the Year for Irwin Salas
- Ensure that 4 of the 7 Code Enforcement Officers obtain the ICC Property Maintenance Inspector certification
- Ensure that 4 of the 7 Code Enforcement Officers obtain the ICC Zoning Inspector certification
- Ensure that all 7 code enforcement officers are CACEO certified
- Schedule code staff to attend CACEO training
- Apply for AACE Accreditation
- Create a pamphlet for residents of common code violations
- Request reimbursement for city cost from Abandoned Vehicle Abatement program

City of Jurupa Valley

CODE COMPLIANCE
GENERAL FUND - 100-1240

	FY 2021/22	FY 2022/23	FY 2022/23	FY 2023/24
	ACTUAL	BUDGET	EST. ACTUAL	PROPOSED
<u>PERSONNEL</u>				
Salaries	612,009	672,607	729,607	691,373
Cafeteria Benefit	130,200	168,300	168,300	164,175
Retirement Contribution	43,617	47,083	47,083	48,165
W/C-Medicare-Other	55,181	64,140	64,140	40,522
Other Employee Costs	-	-	-	11,660
Total Personnel	841,007	952,130	1,009,130	955,895
<u>OPERATING EXPENSES</u>				
Office Supplies	8,648	10,576	10,576	12,149
Books and Subscriptions	1,522	1,546	1,546	1,573
Equipment	9,250	8,140	8,140	8,140
Professional Services	-	40,000	40,000	15,000
Consulting Services	10,900	-	-	-
Weed Abatement	770	10,000	10,000	10,000
Graffiti Abatement	80,000	80,000	80,000	80,000
Vehicle Abatement	-	3,000	3,000	3,000
Postage	12,275	12,000	12,000	12,000
Cell Phone	6,305	7,980	4,384	4,200
Meetings and conferences	-	500	-	500
Education and Training	11,996	21,478	21,478	20,144
Books and Subscriptions	-	7,980	-	-
Dues/Memberships	865	2,770	2,770	3,960
Total Operating	142,532	205,970	193,894	170,666
TOTAL CODE ENFORCE	983,539	1,158,100	1,203,024	1,126,561

Expenditure Explanations

Salaries	50% of City Building Official, 25% Assistant Building Official, Code Enforcement Supervisor, Code Enforcement Officer II, Code Enforcement II, (4) Code Enforcement Officer I, 50% Office Assistant II
Office Supplies	Notice of violation, Citations, Door hangers, Correction notices
Books and Subscriptions	CA adopting 2022 CA Codes. 8 copies of the CA Residential Code and 12 copies of Int. Property Maint. Code
Equipment	Includes Equipment for field work and electronics
Professional Services	\$15,000 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, iPads, N5x1 Ticketing device data
Meetings and conferences	Point in Count Hosting, Homeless point in time count
Education and Training	CACEO Annual Training, ICC Exam Cost, CALBO Education week
Dues/Memberships	CACEO Membership and application renewal fee

(This page is intentionally left blank)

PUBLIC WORKS ENGINEERING DEVELOPMENT



Public Works/Engineering/Development Department Achievements and Goals

Key Achievements for 2022-23

Engineering Administration

- Issued over 800 encroachment permits
- Successfully recruited two in-house engineers and three in-house inspectors
- Successfully acquired \$8.5M in grant funding for various safety projects Citywide
- Launched a Public Works Project GIS Application on the CIP Website
- Met three week plan check turnaround timeframe for all land development projects
- Awarded on-call agreements for the following services:
 - Geotechnical engineering services
 - Land surveying services
 - Assessment engineering services

CIP/Design

- Completed the following construction projects:
 - 2021/22 Citywide Pavement Rehabilitation Project
 - Mission Boulevard Pavement Rehabilitation Phase 2
 - Agate Street Traffic Calming
 - Skyview Traffic Calming
- Awarded design contracts for the following:
 - Citywide Traffic Signal Coordination and Safety Upgrades
 - Market Street Widening Project
 - Pacific Avenue Pedestrian/Bike Improvements Projects
- Formally bid and awarded a construction agreement for
 - Various Guardrail Repairs
 - Old Mira Loma Phase 2
 - 2022/23 Pacific Avenue Pedestrian and Bicycle Improvements Project (award pending)

Public Works/Maintenance

- Completed and closed out approximately 3,100 service requests between July 1, 2022 and June 30, 2023
- Restructured the Traffic Safety Committee to form a Public Works Advisory Committee, expanding their role and responsibilities
- Successfully recruited four new maintenance workers
- Published a Request for Proposals and awarded a professional services agreement for hazardous waste clean-up services
- Published a Request for Proposals and awarded an agreement for special district landscaping services
- Substantially completed the Citywide inventory of City-owned trees
- Implemented a City tree policy, which established tree removal criteria and a replacement process

City of Jurupa Valley

ENGINEERING/ DEVELOPMENT

GENERAL FUND - 100-1320

	FY 2021/22	FY 2022/23	FY 2022/23	FY 2023/24
	ACTUAL	BUDGET	EST. ACTUAL	PROPOSED
<u>OPERATING EXPENSES</u>				
Office Supplies	500	500	500	11,400
Books and Subscriptions	-	7,000	7,000	23,000
Professional Services	103,327	597,000	597,000	1,125,000
Consulting Services	1,028,276	2,423,340	1,436,318	1,000,000
Public Notices	-	3,000	3,000	3,000
Postage	-	1,500	1,500	300
Meetings and conferences	-	5,257	5,257	5,000
Education and Training	-	5,000	5,000	2,000
Dues/Memberships	-	3,000	3,000	3,075
Total Operating	1,132,103	3,045,597	2,058,575	2,172,775
 TOTAL ENG/DEV	1,132,103	3,045,597	2,058,575	2,172,775

Expenditure Explanations

Office Supplies	Laptops and docking stations \$5,000; tablets for field use \$1,400; new computer station \$5,000
Books and Subscriptions	Subscription for Pavement Management Software \$10,000; PlanetBids Renewal \$10,000; File transfer system (InfoExchange) \$3,000;
Professional Services	Traffic Engineering Services \$150,000; Engineering Services \$300,000; Geotech Services \$75,000; Assessment Engineering Services \$200,000; Landscape Architect \$225,000; Grant writing services \$75,000, CM/Inspection Services \$100,000; (A portion of the services may be offset by CIP)
Consulting Engineering	Engineering contracts for development related projects - fee offset. Includes development funding accounts through Accela (MA, PWI, GP, IP, TTM, EP, etc.).
Public Notices	Newspaper advertisements for construction projects and public hearing notices
Postage	
Meetings and Conferences	Miscellaneous meetings
Education and Training	Accela training \$1,000; Misc. software training \$1,000
Dues/memberships	ASCE membership \$1,275; EIT and PE licensing \$800; misc. \$1,000

(This page is intentionally left blank)

PUBLIC WORKS OPERATIONS



City of Jurupa Valley

PUBLIC WORKS OPERATIONS

GENERAL FUND - 100-1310



	<u>FY 2021/22</u> ACTUAL	<u>FY 2022/23</u> BUDGET	<u>FY 2022/23</u> EST. ACTUAL	<u>FY 2023/24</u> PROPOSED
<u>PERSONNEL</u>				
Salaries	886,238	2,275,685	2,275,685	2,110,994
Cafeteria Benefit	147,980	455,400	455,400	398,970
Retirement Contribution	63,026	159,298	159,298	147,409
W/C-Medicare-Other	48,168	153,510	153,510	71,393
Other Employee Costs	-	-	-	10,050
Total Personnel	1,145,413	3,043,892	3,043,892	2,738,817
<u>OPERATING EXPENSES</u>				
Office Supplies	9,156	10,000	10,000	12,000
Copying costs	-	-	-	3,000
Books/Subscriptions	1,240	500	500	1,700
Professional Services	-	262,000	262,000	387,000
Professional Services NPDES	24,814	-	-	50,000
Consulting Engineering	198,680	-	-	350,000
Contract (consulting)NPDES	198,413	-	-	100,000
Field Maintenance		55,272	55,272	173,000
Repairs and Maintenance		171,394	171,394	8,100
Vehicle Repair		124,800	124,800	147,000
Postage	344	500	500	500
Cell Phones	-		8,808	9,396
Electricity/Natural Gas			66,307	70,000
Water & Sewer			6,100	7,000
Rentals		15,000	15,000	15,000
Meetings/Conferences	1,070			8,000
Education/Training	-	4,000	4,000	4,000
Dues/Memberships	359	7,000	7,000	9,190
NPDES Permit	44,764			110,000
Utilities		130,000	-	-
Capital Equipment & Furniture		16,130	16,130	234,500
Trash Franchise Fees Reserve				400,000
Total Operating	478,841	796,596	747,811	2,099,386
TOTAL PUBLIC WORKS	1,624,254	3,840,488	3,791,703	4,838,203

PUBLIC WORKS OPERATIONS, Continued

GENERAL FUND - 100-1310

Expenditure Explanations

Salaries and Benefits	City Engineer/PW Director, Deputy City Engineer, Engineering Manager, Associate Engineer, (2) Assistant Engineers, Public Works Operations Manager, PW Field Services Coordinator, PW Facilities Maintenance Specialist, (2) Maintenance Worker III, (3) Maintenance Worker II, (1) Maintenance Worker I, Environmental Program Manager, Traffic Management Analyst, Sr. Management Analyst, (3) Sr. PW Inspectors, (2) PW Inspectors, Management Aide, Administrative Assistant, Sr. Permit Technician, Permit Technician, (2) Engineering Interns.
Office Supplies	Filing cabinet and general supplies for workstations. City branded apparel \$12,000
Copying costs	Flyers and informational materials \$3,000
Books and Subscriptions	Miscellaneous books; Annual Smartsheet license \$1,700
Professional Services	Consultant for Legislative refuse compliance \$20K, Employee uniforms cleaning \$9K; Emergency HAZMAT Clean-Up \$80K; Janitorial Services \$62K; Senior Center Management Services \$216K
Professional Services - NPDES	Stormwater programming compliance \$50,000
Consulting Engineering	Contract services- non-reimbursable project Eng. & administration- Significant workload in non-reimbursable engineering to support resident and City Council requests \$350,000
Contract NPDES	Procurement of full capture trash devices \$100,000
Field Maintenance	I-15 Interchange Maintenance \$18,000; Catch Basin repair and annual cleaning \$150,000; MCE assistance on special event staffing \$5,000
Repairs and Maintenance	JVOC Emergency General annual generator maintenance \$3,100; Miscellaneous expenses \$5,000;
Vehicle Repair	City's vehicle maintenance and fleet servicing \$60,000; Motor vehicle Fuel \$52,000; Vehicle safety retrofit/upgrades to various City vehicles \$10,000;-Heavy equipment Servicing \$25,000
Postage	Misc. postage items for public works items \$500
Cell Phones	Field Staff cell phones and iPads, including data cost/installments
Electricity/Natural Gas	Utility services for Electricity, Gas for City Hall \$70,000
Water & Sewer	Utility services for Water and Sewer for City Hall \$7,000
Rentals	Storage units at City Hall; portable restroom; any other equipment rental needs
Meetings/Conferences	Networking/conferences (MMASC, P3S, CRRRA, CASQA, APWA) \$8,000
Education/Training	CPSWQ \$1,000; Miscellaneous trainings \$3,000
Dues/Memberships	APWA Public Agency Membership \$3,100; MMASC annual membership \$90; WRCOG (Solid Waste) \$5,000; Environmental memberships/certifications \$1,000
NPDES Permit	Annual renewal of MS4 Permit and MSAR/SAWPA Cost Sharing \$110,000
Capital Equipment & Furniture	Misc. tools and equipment for Public Works Tools \$16,500; Senior Center sign replacement \$26K; Fencing \$70K; Building maintenance for all City facilities \$102K; Security Systems for City Hall \$20K

(This page is intentionally left blank)

PUBLIC SAFETY



(This page is intentionally left blank)

City of Jurupa Valley

PUBLIC SAFETY
GENERAL FUND - 100-1410

	FY 2021/22	FY 2022/23	FY 2022/23	FY 2023/24
	ACTUAL	BUDGET	EST. ACTUAL	PROPOSED

OPERATING EXPENSES

Professional Services	-	12,000	12,000	12,000
Police Contract	21,030,444	23,157,877	22,462,877	22,669,643
Police Contract Other Exp				1,079,814
Fire Responsibility Area	282,700	420,195	534,195	367,794
Vehicles	7,584	-	-	
Total Operating	21,320,728	23,590,072	23,009,072	24,129,251

TOTAL PUBLIC SAFETY	21,320,728	23,590,072	23,009,072	24,129,251
----------------------------	-------------------	-------------------	-------------------	-------------------

Expenditure Explanations

Professional Services	TIP Program
Police Contract	Dedicated patrol officers for Jurupa Valley. 2.50% deputy rate increase
Police Contract Other Exp	Facility rates, CAL-ID, uniforms, conferences & travel, training, fuel, vehicle repair & maintenance, printing & binding, dues, memberships & subscriptions, booking fees, blood draws, RMS, forensic fees, council meeting security, extra duty, radio fees-RCIT, other equipment & supplies, and other expenses
Fire Responsibility Area	Wildland fire protection services agreement with CalFire; 50% of Fire Inspector \$300,000 estimated \$150K

City of Jurupa Valley

ANIMAL SERVICES GENERAL FUND - 100-1420

	FY 2021/22 ACTUAL	FY 2022/23 BUDGET	FY 2022/23 EST. ACTUAL	FY 2023/24 PROPOSED
<u>OPERATING EXPENSES</u>				
Animal Control	1,036,999	1,256,135	1,350,000	1,400,000
Total Operating	1,036,999	1,256,135	1,350,000	1,400,000
 TOTAL ANIMAL SERVICES	1,036,999	1,256,135	1,350,000	1,400,000

Expenditure Explanations

Animal Control	Dedicated services for Jurupa Valley. Net of offsetting revenue. Four Spay/Neuter or Vaccination/Micro Chip services at \$3,000 each
----------------	--

City of Jurupa Valley

COUNTY REVENUE SHARING AGREEMENT			
GENERAL FUND - 100-1430			

	FY 2021/22	FY 2022/23	FY 2022/23	FY 2023/24
	ACTUAL	BUDGET	EST. ACTUAL	PROPOSED
<u>OPERATING EXPENSES</u>				
Revenue Neutrality	7,828,035	7,591,661	7,506,109	7,820,181
Total Operating	7,828,035	7,591,661	7,506,109	7,820,181
 TOTAL PUBLIC SAFETY	 7,828,035	 7,591,661	 7,506,109	 7,820,181

Expenditure Explanations

Revenue Neutrality	Agreement with County of Riverside
--------------------	------------------------------------

(This page is intentionally left blank)

JURUPA ROAD GRADE SEPARATION



SPECIAL FUNDS

**WORKING TOGETHER TO IMPROVE OUR
INFRASTRUCTURE**



PROJECT PARTNERS



(This page is intentionally left blank)

City of Jurupa Valley

GAS TAX ROAD MAINTENANCE
SPECIAL REVENUE - 200-2000

	FY 2021/22 ACTUAL	FY 2022/23 BUDGET	FY 2022/23 EST. ACTUAL	FY 2023/24 PROPOSED
Beginning Fund Balance	-	379,434	379,434	589,734
REVENUE				
Section 2103	853,105	1,064,647	904,589	1,044,285
Section 2105	598,480	697,426	635,878	691,528
Section 2106	374,583	422,405	397,288	432,238
Section 2107	715,328	952,795	761,739	830,618
Section 2107.5	10,000	10,000	10,000	10,000
Interest Earnings-Other	-	9,900	9,837	15,255
Transfers in/out	-	-	-	-
TOTAL REVENUE	2,551,496	3,157,173	2,719,331	3,023,924
Balance Available	2,551,496	3,536,607	3,098,765	3,613,658
PERSONNEL				
Salaries	177,614	199,978	219,978	461,515
Cafeteria Benefit	50,400	59,400	59,400	133,650
Retirement Contribution	15,517	14,698	14,698	30,020
W/C-Medicare-Other	66,015	22,973	22,973	27,374
Other Employee Costs	-	-	-	2,250
Total Personnel	309,546	297,049	317,049	654,809
Operating Expenses				
Professional Services	-	-	35,280	-
Consulting Engineering	66,478	-	28,188	10,000
Street Maintenance	732,076	740,000	740,000	750,000
Signal Maintenance	362,736	275,000	275,000	375,000
Tree Trimming	216,491	225,000	250,000	325,000
Contract Street Materials	88,399	100,000	120,000	120,000
Street Striping	32,750	150,000	100,000	150,000
Street Signs	63,294	100,000	100,000	100,000
On Call Pvmnt Repair	30,500	120,000	120,000	120,000
Repairs & Maintenance	62,783	10,000	26,091	15,000
Sidewalk Maintenance	-	-	15,000	-
Weed Abatement	-	5,000	5,000	5,000
Graffiti Abatement Services	20,000	20,000	20,000	20,000
Electric/Gas Cost	144,049	124,720	168,995	180,000
Street Lighting	-	-	25,532	-
Median Maintenance	34,380	50,000	107,896	165,500
Education/Training	-	5,000	5,000	-
Capital Projects	8,580	456,420	50,000	580,555
Total Operating	1,862,517	2,381,140	2,191,982	2,916,055
Total Interfund Charges				
TOTAL EXPENSES	2,172,062	2,678,189	2,509,031	3,570,864
Ending Fund Balance	379,434	858,418	589,734	42,793

Expenditure	
Salaries and Benefits	Includes 8 Public Works personnel and a portion of the Public Works Operations Manager
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
Weed Abatement	Citywide weed abatement
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 2023-24 CIP added \$59K Misc. Drainage Repairs - total \$150K; added \$50K Sierra/Armstrong - total \$100K; Misc. Drainage Repairs \$150K; FY 2022-23 Carryover \$371,555

City of Jurupa Valley

SB-1 RMRA SPECIAL REVENUE -201-2010

	FY 2021/22	FY 2022/23	FY 2022/23	FY 2023/24
	ACTUAL	BUDGET	EST. ACTUAL	PROPOSED
Beginning Fund Balance	2,772,463	3,646,699	3,646,699	2,495,016
<u>REVENUE</u>				
SB-1	2,163,303	2,364,035	2,185,593	2,505,118
Traffic Congestion Relief	-	100,000	100,000	100,000
Interest Earnings	9,804	-	62,724	97,265
Change in Fair Value of Invst.	(31,591)	-	-	-
Transfer In	-	-	-	-
TOTAL REVENUE	2,141,515	2,464,035	2,348,317	2,702,383
Balance Available	4,913,978	6,110,734	5,995,016	5,197,399
Operating Expenses				
Consulting Engineering	-	-	-	-
Capital Projects	1,267,280	6,333,677	3,500,000	4,000,000
Projects Administration	-	-	-	-
Total Operating	1,267,280	6,333,677	3,500,000	4,000,000
TOTAL EXPENSES	1,267,280	6,333,677	3,500,000	4,000,000
Ending Fund Balance	3,646,699	(222,943)	2,495,016	1,197,399

Expenditure Explanations

Capital Projects	Capital project construction and engineering inspection costs for FY 2023-24 includes project funding more specifically identified in the City's FY 2023-24 CIP and carryovers from FY 22/23
------------------	--

City of Jurupa Valley

MEASURE A ROAD MAINTENANCE

SPECIAL REVENUE - 210-2100

	FY 2021/22 ACTUAL	FY 2022/23 BUDGET	FY 2022/23 EST. ACTUAL	FY 2023/24 PROPOSED
Beginning Fund Balance	2,445,551	4,337,092	4,337,092	4,306,204
	-			
REVENUE				
Measure A	3,897,841	3,557,000	3,323,000	3,381,000
Other Revenue				
Interest Earnings	8,905	10,000	73,312	113,687
Change in fair value of Invest.	(31,211)	-	-	-
Other Revenue	-	-	-	-
Transfer In	42,214	-	-	-
TOTAL REVENUE	3,917,749	3,567,000	3,396,312	3,494,687
Balance Available	6,363,300	7,904,092	7,733,404	7,800,891
EXPENSES				
Operating Expenses				
Office Supplies	295	4,000	4,000	4,000
Professional Services	1,510	3,000	3,000	3,000
Consulting Engineering	-	-	-	-
Debt Service	820,000	820,000	855,000	885,000
Interest Expense	221,644	237,800	202,000	170,800
Capital Projects	937,971	2,981,302	2,200,000	2,100,000
Projects Administration	44,788	105,013	163,200	158,140
Total Operating	2,026,208	4,151,115	3,427,200	3,320,940
TOTAL EXPENSES	2,026,208	4,151,115	3,427,200	3,320,940
Ending Fund Balance	4,337,092	3,752,977	4,306,204	4,479,951

Expenditure Explanations

Office Supplies	RTA bus pass
Professional Services	\$3,000- CMFA Fee for bonds
Debt Service	\$1,055,800 annual debt service payment on COP's for Street rehab project
Capital Projects	Capital project Cons.& Eng. inspection costs for FY 2023-24 includes project funding more specifically identified in the City's FY 2022-23 CIP Carryovers from FY 22/23
Projects Administration	Administrative overhead for Measure A Capital Projects Program

City of Jurupa Valley

AQMD
SPECIAL REVENUE - 230-2300

	FY 2021/22	FY 2022/23	FY 2022/23	FY 2023/24
	ACTUAL	BUDGET	EST. ACTUAL	PROPOSED
Beginning Fund Balance	446,322	540,583	540,583	434,481
<u>REVENUE</u>				
Intergovernmental	139,699	138,757	138,757	141,200
Interest Earnings	1,267	753	5,516	7,879
Change in fair value of Invest.	(4,074)	-	-	-
TOTAL REVENUE	136,892	139,510	144,273	149,079
Balance Available	583,214	680,093	684,856	583,560
Operating Expenses				
Professional Services	15,066	10,000	-	10,000
Motor Vehicle Fuel	-	-	-	-
Street Signs	-	12,000	-	12,000
Vehicle Purchases	27,565	290,260	250,375	-
Total Operating	42,631	312,260	250,375	22,000
TOTAL EXPENSES	42,631	312,260	250,375	22,000
Ending Fund Balance	540,583	367,833	434,481	561,560

Expenditure Explanations

Professional Services	Upgrade/Replace plug in charges at JVOC
Street Signs	Two each-Electronic Reader Signs
Vehicle Purchases	

City of Jurupa Valley

COMMUNITY DEVELOPMENT BLOCK GRANT (CDBG)

SPECIAL REVENUE - 240-2400

	<u>FY 2021/22</u> ACTUAL	<u>FY 2022/23</u> BUDGET	<u>FY 2022/23</u> EST. ACTUAL	<u>FY 2023/24</u> PROPOSED
Beginning Fund Balance	(32,528)	(97,035)	(97,035)	461,084
<u>REVENUE</u>				
Federal CDBG	1,617,767	1,200,000	1,200,000	1,091,728
Other Revenue	-	373,550	58,119	124,322
Carryover Revenue	-	446,218	164,931	711,377
TOTAL REVENUE	1,617,767	2,019,768	1,423,050	1,927,427
Balance Available	1,585,239	1,922,733	1,326,015	2,388,511
<u>EXPENSES</u>				
Operating Expenses				
Professional Services	24,576	-	25,000	-
Community Service Programs	161,311	170,000	166,944	188,759
CDBG Administration	51,975	76,000	122,128	63,969
Grant Expenditures	62,696	104,000	193,711	104,000
Capital Projects	1,381,716	850,000	357,148	1,135,000
Total Operating	1,682,273	1,200,000	864,931	1,491,728
TOTAL EXPENSES	1,682,273	1,200,000	864,931	1,491,728
Ending Fund Balance	(97,035)	722,733	461,084	896,783

Expenditure Explanations

Community Svcs. Programs	Various community services programs: POL- Homeless Services \$143,759, Senior Nutrition \$20K, Fair Housing Services \$25K
CDBG Administration	GRC Associates and City Staff Admin \$63,969
Grant Expenditures	Housing Rehab Grants and GRC Admin \$104,000
Capital Projects	New Capital Projects \$735K. Various carryover projects per CIP

Administrative Services Department – City of Jurupa Valley

Information Services

Key Achievements for FY 2022-23

Achievements

- Moved employees and setup 13 new cubicles with workstation and network/phone access at City Hall and JVOC
- New Sharp Copiers deployed at City Hall
- New 65 inch Display and PC in JVOC Training Room
- Upgrading User PCs (RAM)
- Created SharePoint Site for Community Development for file access
- Attended Accelarate 2022 Accela Conference

Key Goals for FY 2023-24

Goals

- Accela - Training, expand to employees, Accela administration
- Implement IT Policies for the City
- Cybersecurity Best Practices-Training and Implementation (information, email phishing)
- Setup MDM Mobile Device Management
- Setup Inventory logging, device check out system
- Finalize physical access to buildings (permission levels, hours, workdays, employee /consultant)
- Install and rewire network rack
- Continue building Department SharePoint sites
- Technology access for redesign of City Hall Conf Rooms, cubes, offices
- Upgrade/Replace Server, Network Hardware Infrastructure
- Integrate Business registrations into Accela
- Work with Management Office/ Migrate web services from Civic Plus to Granicus
- Guest Access system and tracking (work with Human Resources)
- EOC Emergency Operations Center setup, implementation JVOC
- Direct Circuit between City Hall and JVOC

City of Jurupa Valley

INFORMATION SYSTEMS
INTERNAL SERVICE - 720-7200

	FY 2021/22 ACTUAL	FY 2021/22 BUDGET	FY 2022/23 EST. ACTUAL	FY 2023/24 PROPOSED
Beginning Fund Balance	-	-	-	-
REVENUE				
Interfund Charges	-	-	-	287,000
Transfer In from Gen Fund	343,322	830,245	869,645	697,418
TOTAL REVENUE	343,322	830,245	869,645	984,418
Operating Expenses				
Professional Services	37,587	48,840	48,840	33,120
Hardware/Software Support	222,276	449,261	449,261	410,954
GIS Systems	22,696	178,850	178,850	50,000
Microfilm/Scanning	37,453	83,461	83,461	93,211
Software	10,530	30,433	30,433	31,333
Hardware	11,919	39,400	39,400	39,400
Furniture & Equipment	862	-	39,400	39,400
ISF Information Systems	-	-	-	287,000
Total Operating	343,322	830,245	869,645	984,418
TOTAL EXPENSES	343,322	830,245	869,645	984,418
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 (\$8,087), Barracuda (\$6,714), Fortinet (\$1,200), HdL Bus Lic Software (\$2,300), ESET anti-virus(\$727), City Sourced software (\$10,609), cloud based MS Office e-mail back-up service(\$5,346), Annual Accela permit system support (\$115,450), GoGovApps (\$32,017), Public Records request annual subscription fee GOVQA (\$8,110), NeoGov (\$4,200) HR, Video streaming subscription (\$19,640), Green Halo (\$2,460), Virtual Graffiti (\$2,025), IK Consulting for Accela support-New Fee Study updates (\$71K), Adobe (\$1,700), CivicPlus-Website support (\$5,136), Bluebeam Licenses \$650x7=\$4,550, Qless Queuing System \$20,000
GIS Systems-fee paid	HR Green GIS services; Community Development
Microfilm/Scanning - fee paid	Laserfiche Scanning & Imaging - cost offset w/ Microfilm/Scanning fees \$33,461 Bldg, \$50,000 Planning; ECS laserfiche support/cloud backup \$9,750
Software	Server upgrades-from Microsoft Windows Server 2008-\$20,000, Cloud-to-cloud backup \$10,433; Adobe products \$900
Hardware	Hardware updated description - 16 User Computers (new hires), PC Monitors, Keyboard, Mice, Webcams, power strips, (\$32,000) Replace IT User Devices, old monitors printers, keyboards, mice, printers and plotter repairs (\$5,000) Miscellaneous hardware and cabling and cable/network tools, and shelving. (\$2,400)
ISF Information Systems	Windows server 2022 upgrade \$7K; Qless Queuing System \$20K; Servers replacement & upgrades \$40K; UPS Battery backup \$10K; Computer Workstations \$25K; Network rack rewire project \$5K; City GIS \$180K

City of Jurupa Valley

EQUIPMENT - VEHICLES
INTERNAL SERVICE - 730-7300

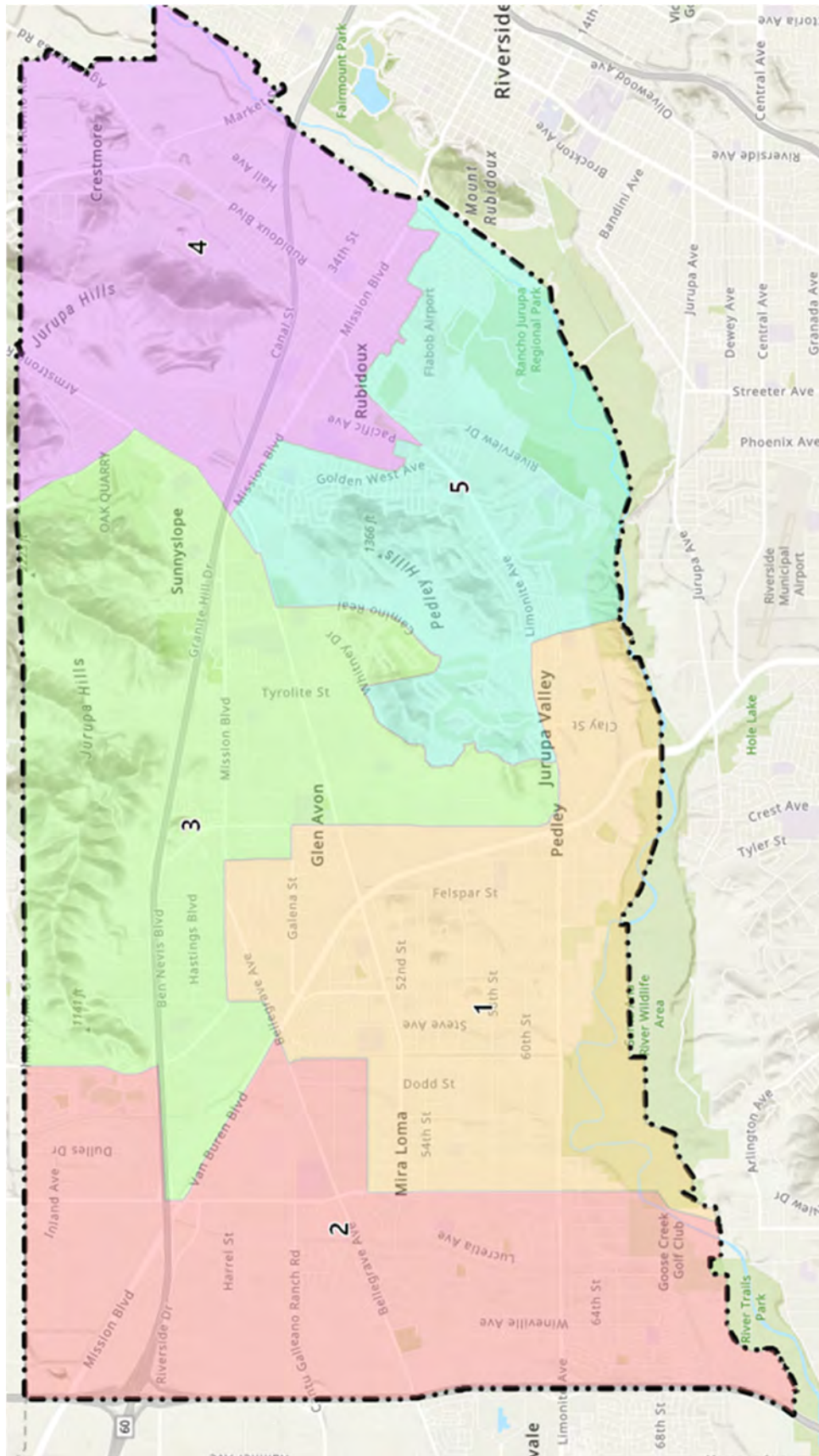
	FY 2021/22 ACTUAL	FY 2021/22 BUDGET	FY 2022/23 EST. ACTUAL	FY 2023/24 PROPOSED
Beginning Fund Balance	-	-	-	-
<u>REVENUE</u>				
Interfund Charges	-	-	-	500,000
Transfer In from Gen Fund	-	-	-	-
TOTAL REVENUE	-	-	-	500,000
<u>Operating Expenses</u>				
ISF Equipment and Vehicles	-	-	-	500,000
Total Operating	-	-	-	500,000
TOTAL EXPENSES	-	-	-	500,000
Ending Fund Balance	-	-	-	-

Expenditure Explanations

ISF Equipment and Vehicles PW-Vehicles: Service Truck \$90K, Replacement pick-up truck \$70K
PW-Equipment: Skip loader \$200K, Jumping jack compactor \$5K
Sheriff Commercial Truck \$95K, upgrade for truck \$40K

(This page is intentionally left blank)

SPECIAL DISTRICTS



(This page is intentionally left blank)

City of Jurupa Valley

LANDSCAPE AND LIGHTING MAINTENANCE DISTRICT 89-1

	FY 2021/22	FY 2022/23	FY 2022/23	FY 2023/24
	ACTUAL	BUDGET	EST. ACTUAL	PROPOSED
Beginning Fund Balance	724,103	1,234,084	959,798	681,636
<u>REVENUE</u>				
Special Assessments	917,916	862,528	898,628	915,000
Balance Transfer from County	-	-	-	-
Other Revenue	-	36,100	-	-
Interest Earnings	2,329	8,160	8,160	22,000
Lease Revenue Interest	13,618	-	-	-
Change in fair value of Invst.	(11,192)	-	-	-
Lease Proceeds	47,946	-	-	-
Transfers In	414,115	-	-	-
TOTAL REVENUE	1,384,731	906,788	906,788	937,000
Balance Available	2,108,834	2,140,872	1,866,586	1,618,636
<u>EXPENSES</u>				
Personnel				
Salaries	8,228	11,260	11,260	12,539
Cafeteria Benefit	980	1,680	1,680	1,980
Retirement Contribution	577	788	788	878
W/C-Medicare-Other	192	430	430	14,519
Other Employee Costs	-	-	-	20
Total Personnel	9,977	14,158	14,158	29,937
Operating Expenses				
Consulting Services	26,637	52,429	52,429	40,000
Landscaping/Tree Trimming	402,830	246,947	246,948	674,520
Repairs and Maint	44,536	28,325	28,325	41,910
Public Notices	2,718	-	-	-
Electricity/Natural Gas	131,517	106,657	106,657	128,356
Street Lighting	580	-	-	650
Water and Sewer	226,678	653,184	653,184	214,370
LLMD Maintenance	9,019	23,807	27,497	16,423
Total Operating	844,516	1,111,349	1,115,040	1,116,229
Interfund Charges				
Administrative Overhead 5%	-	-	-	-
Transfer Out	20,257	55,567	55,752	55,811
Total Interfund Charges	20,257	55,567	55,752	55,811
TOTAL EXPENSES	874,750	1,181,074	1,184,950	1,201,977
Ending Fund Balance	1,234,084	959,798	681,636	416,658

Expenditure Explanations

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

CFD 2013-001

BELLGRAVE



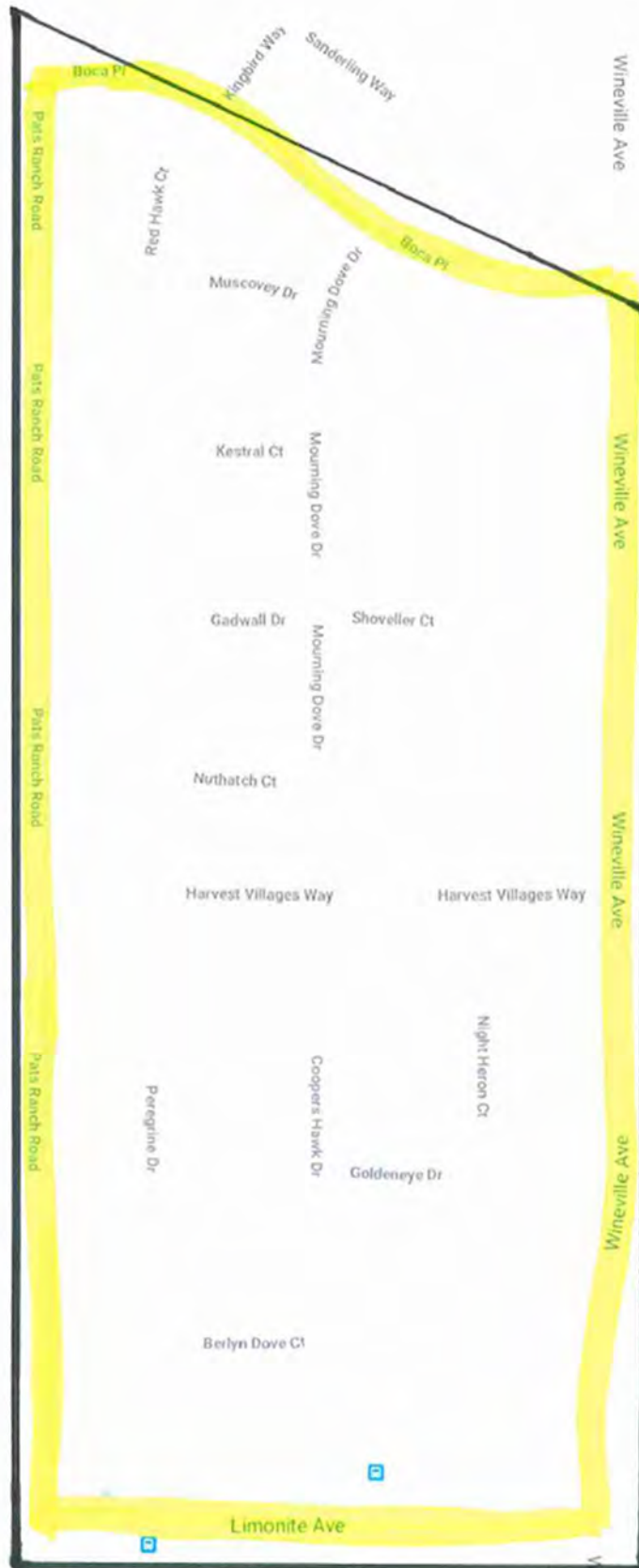
City of Jurupa Valley

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

	FY 2021/22	FY 2022/23	FY 2022/23	FY 2023/24
	ACTUAL	BUDGET	EST. ACTUAL	PROPOSED
Beginning Fund Balance	863,599	1,124,667	1,279,275	1,426,623
<u>REVENUE</u>				
Special Assessments	535,823	477,082	477,082	477,082
Interest Earnings	3,397	9,937	9,937	35,436
TOTAL REVENUE	539,220	487,019	487,019	512,518
Balance Available	1,402,819	1,611,686.05	1,766,294	1,939,141
Operating Expenses				
Consulting Services	2,399	7,133	1,247	1,272
Signal Maintenance	992	983	1,539	1,569
Landscaping/Tree Trimming	175,415	245,626	97,826	99,783
Repairs and Maint	399	10,918	2,149	2,192
Electricity/Natural Gas	2,277	16,833	41,653	42,486
Street Lighting	35,485	19,392	25,020	25,520
Water and Sewer	29,889	-	-	-
CFD Maintenance	6,009	1,306	139,358	142,146
Water Quality Maint.	-	-	-	-
Total Operating	252,865	302,192	308,792	314,968
Interfund Charges				
Administrative Overhead 10%	-			
Transfers Out	25,287	30,219	30,879	31,497
Total Interfund Charges	25,287	30,219	30,879	31,497
TOTAL EXPENSES	278,152	332,411	339,671	346,465
Ending Fund Balance	1,124,667	1,279,275	1,426,623	1,592,676
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

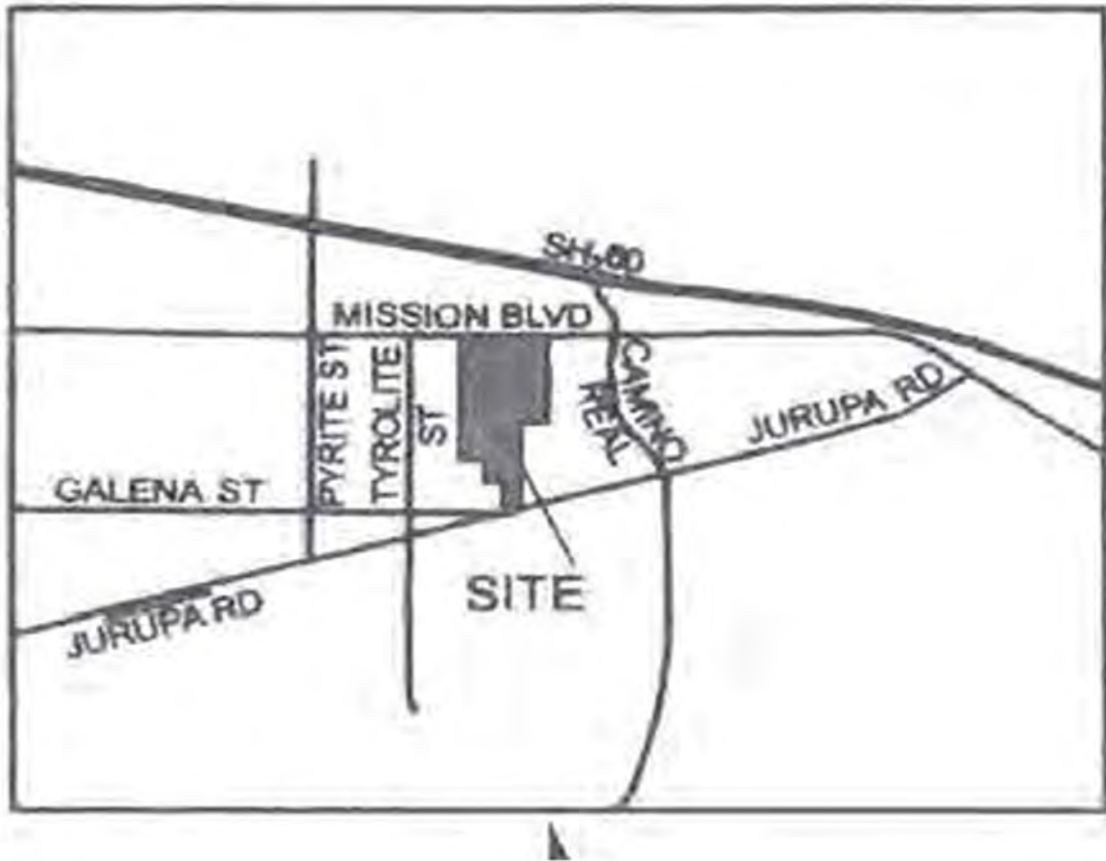
CFD 14-001 Harvest
351 - 3510

	<u>FY 2021/22</u>	<u>FY 2022/23</u>	<u>FY 2022/23</u>	<u>FY 2023/24</u>
	ACTUAL	BUDGET	EST. ACTUAL	PROPOSED
Beginning Fund Balance	550,735	632,558	695,769	831,156
<u>REVENUE</u>				
Special Assessments	275,911	311,243	311,243	311,243
Interest Earnings	-	2,369	2,369	19,201
TOTAL REVENUE	275,911	313,612	313,612	330,444
Balance Available	826,646	946,170	1,009,381	1,161,599
Operating Expenses				
Consulting Services	2,081	5,003	1,287	1,312
Signal Maintenance	-	-	-	-
Landscaping/Tree Trimming	130,183	195,610	116,004	118,324
Repairs and Maint	3,758	18,261	2,772	2,828
Graffiti Abatement Services	-	-	-	-
Electricity/Natural Gas	3,596		3,930	4,008
Street Lighting	866	8,763	949	967
Water and Sewer	34,334	-	27,313	27,859
CFD Maintenance	1,625	-	-	-
Water Quality Maintenance	-		9,768	9,963
Water Basin Maint	-	-	-	-
Total Operating	176,444	227,637	162,023	165,261
Interfund Charges				
Administrative Overhead 10%	-			
Transfers Out	17,644	22,764	16,202	16,526
Total Interfund Charges	17,644	22,764	16,202	16,526
TOTAL EXPENSES	194,088	250,401	178,225	181,787
Ending Fund Balance	632,558	695,769	831,156	979,812

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 2021/22</u>	<u>FY 2022/23</u>	<u>FY 2022/23</u>	<u>FY 2023/24</u>
	ACTUAL	BUDGET	EST. ACTUAL	PROPOSED
Beginning Fund Balance	499,435	594,383	688,783	787,714
REVENUE				
Special Assessments	165,381	163,825	163,825	163,825
Interest Earnings	1,747	2,125	2,125	17,954
TOTAL REVENUE	167,128	165,950	165,950	181,779
Balance Available	666,564	760,332.73	854,733	969,493
Operating Expenses				
Consulting Services	2,081	5,267	1,286	1,312
Signal Maintenance	-	-	-	-
Landscaping/Tree Trimming	42,590	49,117	38,195	38,959
Repairs and Maint	93	765	293	298
Graffiti Abatement Services	-	-	-	-
Electricity/Natural Gas	378	7,011	298	304
Street Lighting	8,607	2,885	9,195	9,379
Water and Sewer	11,820	-	9,143	9,326
CFD Maintenance	50	-	2,517	2,570
Water Quality Maint.	-	-	-	-
Total Operating	65,619	65,045	60,927	62,148
Interfund Charges				
Administrative Overhead 10%	-			
Transfers Out	6,562	6,504	6,093	6,215
Total Interfund Charges	6,562	6,504	6,093	6,215
TOTAL EXPENSES	72,181	71,549	67,020	68,363
Ending Fund Balance	594,383	688,783	787,714	901,130

Expenditure

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

CFD 2015-001

RIVERBEND

PROPOSED BOUNDARY
COMMUNITY FACILITIES DISTRICT NO. 2015-001 (RIVERBEND)
 OF THE CITY OF JURUPA VALLEY
 COUNTY OF RIVERSIDE, STATE OF CALIFORNIA

SHEET 1 OF 1



Legend
 PROPOSED BOUNDARY

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

- 152-020-003
- 152-020-005
- 152-020-007
- 152-020-008
- 152-060-001
- 152-060-008
- 153-020-003
- 157-210-001
- 157-210-014

I HEREBY CERTIFY THAT THE WITHIN MAP SHOWING THE PROPOSED BOUNDARIES OF COMMUNITY FACILITIES DISTRICT NO. 2015-001 (RIVERBEND) OF THE CITY OF JURUPA VALLEY, RIVERSIDE COUNTY, STATE OF CALIFORNIA, WAS APPROVED BY THE CITY OF JURUPA VALLEY AT A REGULAR MEETING OF THE CITY COUNCIL HELD ON THE 3rd DAY OF March, 2015, BY ITS RESOLUTION NO. 2015-001.

Victoria M. Maska
 CITY CLERK
 CITY OF JURUPA VALLEY

FILED IN THE OFFICE OF THE CITY CLERK OF THE CITY OF JURUPA VALLEY, COUNTY OF RIVERSIDE, STATE OF CALIFORNIA THIS 3rd DAY OF March 2015.

Sharon Maska
 CITY CLERK
 CITY OF JURUPA VALLEY

RECORDED THIS 3rd DAY OF March 2015 AT THE HOUR OF 2:57 O'CLOCK P.M. IN BOOK 78 OF MAPS AND RECORDS AND COMMUNITY FACILITIES DISTRICTS AT PAGE 13, IN THE OFFICE OF THE COUNTY RECORDER IN THE COUNTY OF RIVERSIDE, STATE OF CALIFORNIA.



City of Jurupa Valley

CFD 15-001 Riverbed

353 - 3530

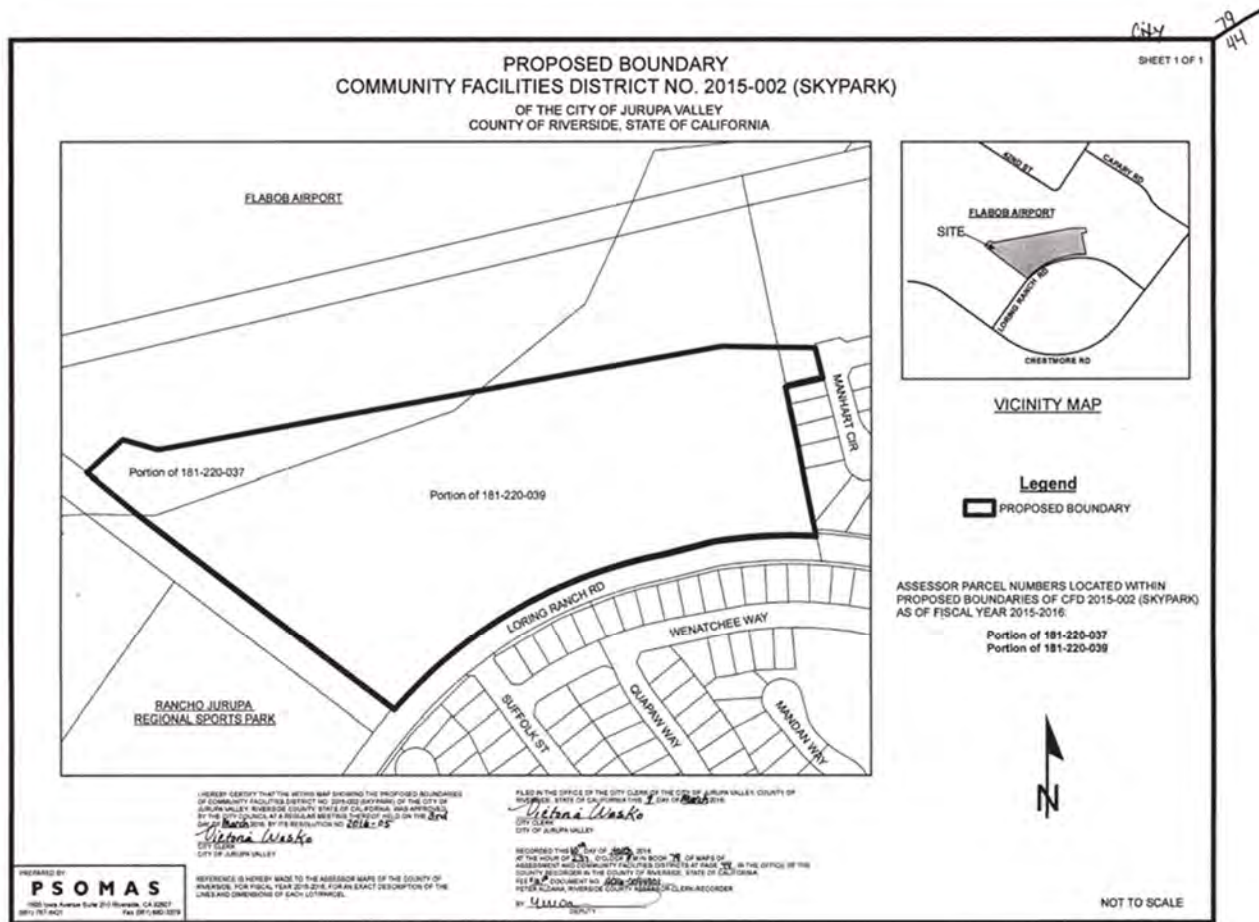
	<u>FY 2021/22</u>	<u>FY 2022/23</u>	<u>FY 2022/23</u>	<u>FY 2023/24</u>
	ACTUAL	BUDGET	EST. ACTUAL	PROPOSED
Beginning Fund Balance	196,130	307,507	422,734	507,041
<u>REVENUE</u>				
Special Assessments	123,092	121,527	121,527	121,527
Interest Earnings	1,025	971	971	11,277
TOTAL REVENUE	124,117	122,499	122,499	132,804
Balance Available	320,247	430,005.56	545,232	639,846
Operating Expenses				
Consulting Services	2,081	5,992	1,286	1,312
Signal Maintenance	-	1,280	-	-
Landscaping/Tree Trimming	-		3,111	3,173
Repairs and Maint	-	-	-	-
Graffiti Abatement Services	-	-	-	-
Electricity/Natural Gas	-	-	-	-
Street Lighting		-	12,449	12,698
Water and Sewer		-	14,299	14,585
CFD Maintenance	9,500	-	3,574	3,646
		-	-	-
Total Operating	11,582	7,272	34,719	35,414
Interfund Charges				
Administrative Overhead 10%	-	-	-	-
Transfers Out	1,158	-	3,472	3,541
Total Interfund Charges	1,158	-	3,472	3,541
TOTAL EXPENSES	12,740	7,272	38,191	38,955
Ending Fund Balance	307,507	422,734	507,041	600,890

Expenditure Explanations

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

CFD 2015-002

SKYPARK



City of Jurupa Valley

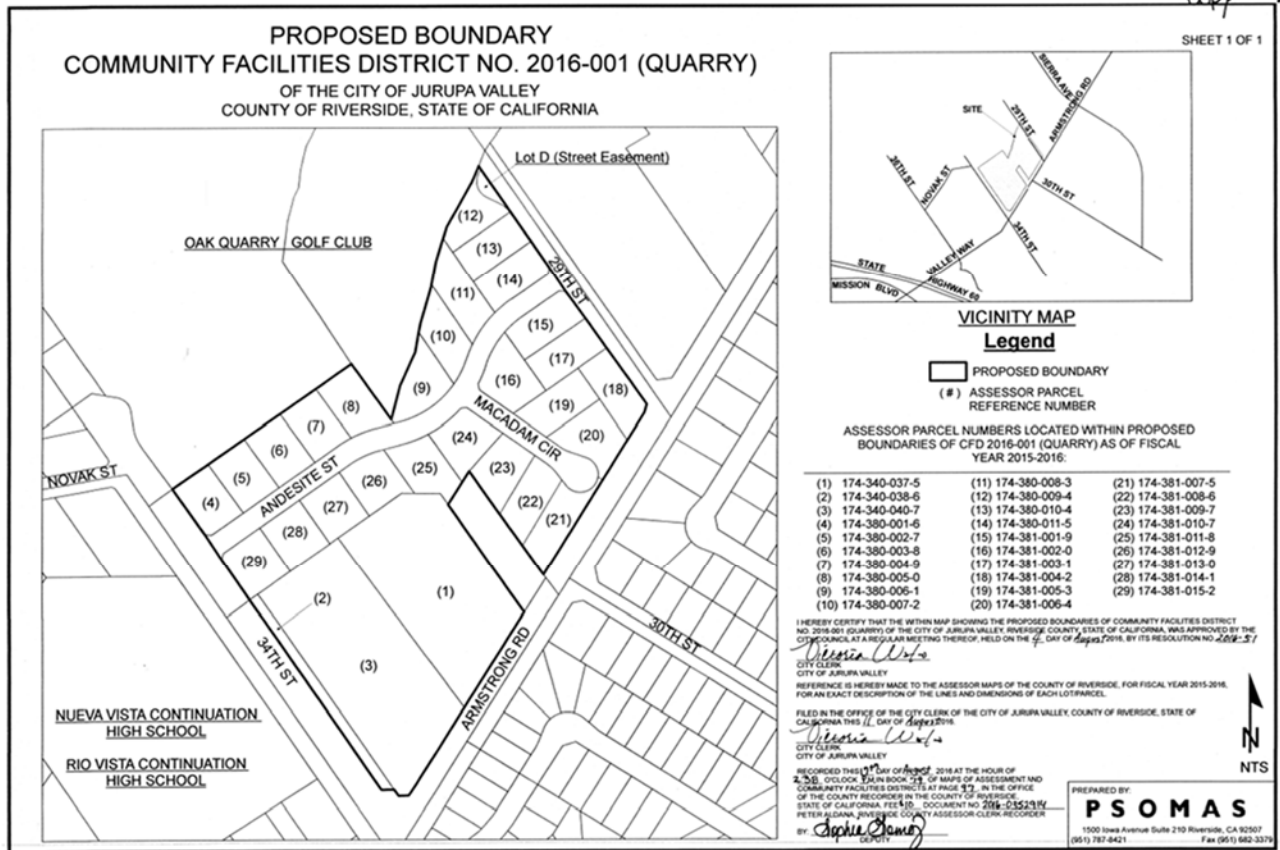
CFD 15-002 Skypark
354 - 3540

	<u>FY 2021/22</u>	<u>FY 2022/23</u>	<u>FY 2022/23</u>	<u>FY 2023/24</u>
	ACTUAL	BUDGET	EST. ACTUAL	PROPOSED
Beginning Fund Balance	131,627	189,202	231,961	294,906
<u>REVENUE</u>				
Special Assessments	87,737	84,493	84,493	84,493
Interest Earnings	611	649	649	6,537
TOTAL REVENUE	88,347	84,493	84,493	84,493
Balance Available	219,974	273,694.11	316,453	379,399
Operating Expenses				
Consulting Services	2,081	5,003	1,286	1,312
Signal Maintenance	-	-	-	-
Landscaping/Tree Trimming	20,522	31,016	12,091	12,333
Graffiti Abatement Services	-	-	-	-
Street Lighting	760	829	827	844
CFD Maintenance	4,611	4,886	5,384	5,492
Water Quality Maint.	-	-	-	-
Total Operating	27,975	41,733	19,588	19,981
Interfund Charges				
Administrative Overhead 10%	-	-	-	-
Transfers Out	2,798	-	1,959	1,998
Total Interfund Charges	2,798	-	1,959	1,998
TOTAL EXPENSES	30,772	41,733	21,547	21,979
Ending Fund Balance	189,202	231,961	294,906	357,420

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

CFD 2016-001

QUARRY



City of Jurupa Valley

CFD 16-001 Quarry
355 - 3550

	<u>FY 2021/22</u> ACTUAL	<u>FY 2022/23</u> BUDGET	<u>FY 2022/23</u> EST. ACTUAL	<u>FY 2023/24</u> PROPOSED
Beginning Fund Balance	199,344	335,650	398,341	476,664

REVENUE

Special Assessments	108,495	103,758	103,758	103,758
Special Districts	63,991	-	-	-
Interest Earnings	803	607	-	8,819
TOTAL REVENUE	173,289	104,365	103,758	112,577

Balance Available	372,633	440,015	502,099	589,241
--------------------------	----------------	----------------	----------------	----------------

Operating Expenses

Consulting Services	2,081	5,181	1,286	1,312
Signal Maintenance	-	-	-	-
Landscaping/Tree Trimming	27,830	34,350	18,243	18,608
Graffiti Abatement Services	-	-	-	-
Street Lighting	2,394	2,083	2,360	2,407
CFD Maintenance	1,315	61	1,234	1,259
Water Quality Maint.	-	-	-	-
Total Operating	33,620	41,674	23,123	23,586

Interfund Charges

Administrative Overhead 10%	-	-	-	-
Transfers Out	3,362	-	2,312	2,359
Total Interfund Charges	3,362	-	2,312	2,359

TOTAL EXPENSES	36,982	41,674	25,435	25,945
-----------------------	---------------	---------------	---------------	---------------

Ending Fund Balance	335,650	398,341	476,664	563,296
----------------------------	----------------	----------------	----------------	----------------

Expenditure Explanations

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

City of Jurupa Valley

CFD 14-003 Granite Ridge/Cantera
356 - 3560

	FY 2021/22	FY 2022/23	FY 2022/23	FY 2023/24
	ACTUAL	BUDGET	EST. ACTUAL	PROPOSED
Beginning Fund Balance	158,475	188,004	218,588	282,410
<u>REVENUE</u>				
Special Assessments	97,930	113,760	113,760	113,760
Interest Earnings	586	668	668	5,915
TOTAL REVENUE	98,516	114,428	114,428	119,675
Balance Available	256,991	302,432.04	333,015.15	402,084.39
Operating Expenses				
Consulting Services	2,081	5,003	1,286	1,315
Signal Maintenance	-	-	-	-
Landscaping/Tree Trimming	49,510	70,094	33,924	34,602
Graffiti Abatement Services	-	-	-	-
Street Lighting	2,414	982	3,593	3,664
CFD Maintenance	6,915	5,817	5,284	5,389
Water Quality Maint.	1,794	1,949	1,918	1,956
Total Operating	62,715	83,844	46,005	46,926
Interfund Charges				
Administrative Overhead 10%	-	-	-	-
Transfers Out	6,271	-	4,601	4,693
Total Interfund Charges	6,271	-	4,601	4,693
TOTAL EXPENSES	68,986	83,844	50,606	51,619
Ending Fund Balance	188,004	218,588	282,410	350,466

Expenditure

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

(This page is intentionally left blank)

City of Jurupa Valley

CFD 20-001 Shadow Rock
358 - 3580

	<u>FY 2021/22</u>	<u>FY 2022/23</u>	<u>FY 2022/23</u>	<u>FY 2023/24</u>
	ACTUAL	BUDGET	EST. ACTUAL	PROPOSED
Beginning Fund Balance	588	111,635	111,635	222,532
<u>REVENUE</u>				
Special Assessments	110,897	-	110,897	110,897
Interest Earnings	150	-	-	2,893
TOTAL REVENUE	111,047	-	110,897	113,790
Balance Available	111,635	111,635	222,532	336,322
Operating Expenses				
Consulting Services	-	-	-	-
Signal Maintenance	-	-	-	-
Landscaping/Tree Trimming	-	-	-	-
Graffiti Abatement Services	-	-	-	-
Street Lighting	-	-	-	-
CFD Maintenance	-	-	-	-
Water Quality Maint.	-	-	-	-
Total Operating	-	-	-	-
Interfund Charges				
Administrative Overhead 10%	-	-	-	-
Transfers Out	-	-	-	-
Total Interfund Charges	-	-	-	-
TOTAL EXPENSES	-	-	-	-
Ending Fund Balance	111,635	111,635	222,532	336,322

(This page is intentionally left blank)

City of Jurupa Valley

CFD 18-002 Stone
359 - 3590

	<u>FY 2021/22</u>	<u>FY 2022/23</u>	<u>FY 2022/23</u>	<u>FY 2023/24</u>
	ACTUAL	BUDGET	EST. ACTUAL	PROPOSED
Beginning Fund Balance	-	17,510	17,510	34,905
<u>REVENUE</u>				
Special Assessments	17,395	-	17,395	17,395
Interest Earnings	116	-	-	1,335
TOTAL REVENUE	17,510	-	17,395	18,730
Balance Available	17,510	17,510	34,905	53,635
Operating Expenses				
Consulting Services	-	-	-	-
Signal Maintenance	-	-	-	-
Landscaping/Tree Trimming	-	-	-	-
Graffiti Abatement Services	-	-	-	-
Street Lighting	-	-	-	-
CFD Maintenance	-	-	-	-
Water Quality Maint.	-	-	-	-
Total Operating	-	-	-	-
Interfund Charges				
Administrative Overhead 10%	-	-	-	-
Transfers Out	-	-	-	-
Total Interfund Charges	-	-	-	-
TOTAL EXPENSES	-	-	-	-
Ending Fund Balance	17,510	17,510	34,905	53,635

(This page is intentionally left blank)

GLOSSARY



(This page is intentionally left blank)

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.

American Rescue Plan Act (ARPA) - American Rescue Plan Act of 2021, also called ARPA, is a \$1.9 trillion economic stimulus bill passed by the United States Congress and signed by the president into law on March 11, 2021, to speed up the United States' recovery from the economic and health effects of the COVID-19 pandemic.

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

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.

Glossary (continued)

Bond Opportunities for Land Development (BOLD) – A program offered by California Municipal Finance Authority (CFMA) for financing public infrastructure for new development through the issuance of bonds under the Mello-Roos Community Facility Act of 1982.

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

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.

Glossary (continued)

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.

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.

Fiduciary Funds - Also known as, trust or agency funds; held in a fiduciary capacity by a governmental unit for individuals, organizations, or other governmental units, as an agent or trustee.

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.

Glossary (continued)

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.

Governmental Accounting Standards Board (GASB): The Governmental Accounting Standards Board establishes and improves standards of state and local governmental accounting and financial reporting that will result in useful information for users of financial reports and guide and educate the public, including issuers, auditors, and users of those financial reports.

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.

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

Glossary (continued)

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.

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.

Glossary (continued)

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.

Resolution - A special or temporary order of a legislative body (e.g., City Council or appropriate Agency / Authority) that requires less formality than an ordinance.

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.

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

Vehicle License Fees (VLF)–, 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.