

## 2022/23 BUDGET PROGRAMS LIST

Program and Description	Cost of Program	Council Ranking	FTE Count
<b>CITY COUNCIL DEPARTMENT - 1050</b>			
City Council Operations	\$ 51,131	N/A	5.00
<b>GRAND TOTAL CITY COUNCIL BUDGET</b>		<b>\$ 51,131</b>	<b>5.00</b>
<b>CITY CLERK DEPARTMENT - 1150</b>			
City Clerk Operations	\$ 295,186	N/A	2.00
<b>GRAND TOTAL CITY CLERK BUDGET</b>		<b>\$ 295,186</b>	<b>2.00</b>
<b>ADMINISTRATION DEPARTMENT - 1200</b>			
<b>FISCAL OVERSIGHT AND ADMINISTRATION</b> - Provides central oversight of the City finances, including debt financing, large transactions and budget development	\$ 155,425	10.00	0.5
<b>STRATEGIC PLANNING AND ADMINISTRATION</b> - Coordinates with the City Council to implement policy directives. Leads city management in the execution of services and functions.	\$ 110,970	8.50	0.4
<b>ECONOMIC AND FISCAL FORECAST</b> - Tracks and evaluates economic data at state, regional and local levels (housing, tax revenues, etc.) to help drive long term financial planning.	\$ 124,115	8.50	0.4
<b>PROJECT IMPLEMENTATION AND ADMINISTRATION</b> - This involves managing and overseeing numerous projects occurin throughout the City and covers a full range of operational areas (public safety, parks and recreation, transportation, housing, finance, etc)	\$ 162,488	8.50	0.5
<b>CUSTOMER SERVICE UTILITY BILLING</b> - Sewer billing and payments as well as updating accounts.	\$ 117,821	8.25	1.5
<b>CUSTOMER SERVICE</b> - This is often the face of the City. It includes greeting the public, answering phones and a myriad of support functions and general information.	\$ 118,321	8.00	1.5

<b>CITY MANAGER'S OFFICE: INTERGOVERNMENTAL AFFAIRS</b> - This includes relationships at the state, regional and local level to help the City move forward with activities that require collaboration and coordination (i.e., contractual fire services, county transportation projects, state housing requirements and other legislation, etc.)	\$	140,814	7.25	0.3
<b>CITY MANAGER'S OFFICE: GENERAL ADMINISTRATION</b> - Provides for a consistent presentation of the City from city staff (logos, messaging, etc.) to provide a quality message regarding the City and what it offers as a community.	\$	506,283	N/A	0.9
<b>GRAND TOTAL ADMINISTRATION DEPARTMENT BUDGET</b>	<b>\$</b>	<b>1,436,237</b>		<b>6.00</b>
<b>FINANCE DEPARTMENT - 1225</b>				
<b>ACCOUNTING</b> - Accounting Policies, purchasing, payables, daily, monthly and annual transactions	\$	437,677	9.25	3.36
<b>REVENUE/CASH MANAGEMENT</b> - Cash Receipts, receivables, cash management and bank reconciliations	\$	536,949	9.00	1.84
<b>BUDGET</b> - Central coordination and management of annual budget/monitoring and updating	\$	244,831	8.50	1.32
<b>PROJECT/DEBT MANAGEMENT</b> - Tracking and classification of capital improvement projects, DIF funds, CFD fund management, debt service management and reconciliation	\$	113,033	8.50	0.48
<b>GRAND TOTAL FINANCE DEPARTMENT BUDGET</b>	<b>\$</b>	<b>1,332,490</b>		<b>7.00</b>
<b>INFORMATION TECHNOLOGY (IT) DEPARTMENT - 1230</b>				
<b>DATA COLLECTION &amp; MGMT/DISASTER RECOVERY</b> - Centralized processing, data integrity, backup solutions, disaster recovery and business continuity	\$	212,976	8.25	0.6
<b>INFORMATION SECURITY MANAGEMENT</b> - Both virtual and physical security of the network	\$	199,514	8.25	0.5
<b>DATA CENTER MANAGEMENT</b> - This includes management of the City's central data infrastructure (servers, switches, network communications, etc.)	\$	233,060	8.00	0.9
<b>TELECOMMUNICATIONS</b> - Provides connectivity for wired and wireless infrastructure	\$	446,653	8.00	0.8
<b>CUSTOMER RELATIONS MANAGEMENT</b> - Technical support for all departments and employees	\$	337,327	7.75	1.2
<b>GRAND TOTAL IT DEPARTMENT BUDGET</b>	<b>\$</b>	<b>1,429,530</b>		<b>4.00</b>

## ECONOMIC DEVELOPMENT DEPARTMENT - 1235

<b>BUSINESS AND DEVELOPMENT ATTRACTION</b> - Attraction of new business (local serving and employers) and residential development in order to meet resident demands and increase City revenue sources. This includes marketing the City as a place to locate and to live, targeting specified industries or groups.	\$	100,111	8.25	0.3
<b>BUSINESS RETENTION AND EXPANSION</b> - Identify needs and provide assistance to existing businesses to ensure their success, prevent relocation, and encourage expansion and growth.	\$	102,361	7.25	0.3
<b>REAL ESTATE REVITALIZATION/ENTREPRENEURIAL DEVELOPMENT</b> - Facilitate new development and redevelopment projects with brokers and developers. Provide insight on local market conditions and promote investment in the community, including new startup businesses and various housing sectors.	\$	87,607	7.00	0.3
<b>COORDINATION OF INFRASTRUCTURE</b> - Long-term planning of infrastructure to ensure core resources are adequate to accommodate targeted development and business growth.	\$	31,401	6.75	0.1
<b>GRAND TOTAL ECONOMIC DEVELOPMENT BUDGET</b>	<b>\$</b>	<b>321,480</b>		<b>1.00</b>

## HR/RISK MANAGEMENT DEPARTMENT - 1240

<b>PERSONNEL</b> - This includes central management of employee records, hiring, recruitment, background checks, temporary help, skills testing, etc.	\$	151,781	8.25	0.575
<b>LOSS EXPOSURE MANAGEMENT</b> - Management of loss exposure due to claims against the City - including workers compensation, TORT claims or other general claims against the City. This also includes monitoring self insurance elements/coverage levels and risk/reward analysis.	\$	1,957,027	8.25	0.35
<b>RISK CONTROL AND FINANCING</b> - Avoidance of activities which cause loss, reduction fo the frequency of loss-risk prevention, reduction of the severity of loss-risk reduction, contractual transfer of responsibility for loss occurrence/insurance management.	\$	85,574	8.25	0.3125
<b>COMPENSATION AND BENEFITS</b> - Employee salaries, payroll costs, overtime, incentive compensation, health/dental/vision, life insurance, short and long-term disability, pension/457/401, cafeteria plan administration.	\$	115,617	8.00	0.675

<b>EMPLOYEE LABOR RELATIONS</b> - Labor negotiations, recognition program, service awards, performance appraisal software, employee attorney fees, and outplacement expenses.	\$	96,012	7.50	0.2875
<b>TRAINING AND DEVELOPMENT</b> - Registration, certification, exam fees, travel expenses, internal programs, consulting fees/trainer's salary, program materials, training logistics.	\$	66,083	7.00	0.275
<b>HEALTH SAFETY &amp; SECURITY</b> - Employee assistance program, fitness facilities, safety training/promotion, and workplace violence prevention/training.	\$	69,404	6.75	0.275
<b>GRAND TOTAL HR/RISK MANAGEMENT BUDGET</b>	<b>\$</b>	<b>2,541,498</b>		<b>2.75</b>
<b>LEGAL DEPARTMENT - 1300</b>				
Legal Services for the City	\$	1,500,000	N/A	<b>0.00</b>
<b>GRAND TOTAL LEGAL BUDGET</b>	<b>\$</b>	<b>1,500,000</b>		<b>0.00</b>
<b>COMMUNITY DEVELOPMENT/PLANNING DEPARTMENT - 1350</b>				
<b>PLANNING</b> - State mandated General Plan (short and long range planning), RHNA, CDBG grants, private land development	\$	398,054	8.25	3.75
<b>FIRE SAFETY SPECIALIST</b> - Plan check for new construction, oversight of installation of fire suppression systems, annual safety inspections	\$	37,514	8.25	0.15
<b>LEGISLATIVE REVIEW</b> - Review of state and federal legislation (proposed and new)	\$	111,079	7.25	0.25
<b>GRAND TOTAL COMMUNITY DEVELOPMENT BUDGET</b>	<b>\$</b>	<b>546,647</b>		<b>4.15</b>
<b>PARKS AND RECREATION DEPARTMENT - 1550</b>				
<b>RECREATION PROGRAMS</b> - Planning, organizing, scheduling, staffing, budgeting, and reporting quality of life events and programs.	\$	600,473	7.00	3.33
<b>COMMUNICATIONS: SPECIAL PROJECTS</b> - This includes events such as the Valentine's Day celebration, military banner program, video projects/UAV program, city renovation projects and representing the city at various local events.	\$	80,970	7.00	0.33
<b>FACILITY RENTAL</b> - Central coordination and management of facility use rentals.	\$	175,625	6.50	1.73
<b>COMMUNICATIONS: CITY BRANDING</b> - Provides for a consistent presentation of the City from city staff (logos, messaging, etc.) to provide a quality message regarding the City and what it offers as a community.	\$	64,240	6.25	0.33
<b>GRAND TOTAL PARKS AND RECREATION BUDGET</b>	<b>\$</b>	<b>921,308</b>		<b>5.72</b>

**ANIMAL CONTROL DEPARTMENT - 2000**

<b>ANIMAL CONTROL</b> - Animal control, licensing, pet owner education, shot clinics, food and Ag code, BMC	\$	360,238	7.25	<b>2.10</b>
<b>GRAND TOTAL ANIMAL CONTROL BUDGET</b>	<b>\$</b>	<b>360,238</b>		<b>2.10</b>

**COMMUNITY ENHANCEMENT DEPARTMENT - 2030**

<b>COMMUNITY ENHANCEMENT</b> - Enforcement of zoning and building codes; property, health and safety as well as property maintenance.	\$	422,585	8.00	<b>2.35</b>
<b>GRAND TOTAL COMMUNITY ENHANCEMENT BUDGET</b>	<b>\$</b>	<b>422,585</b>		<b>2.35</b>

**OFFICE OF EMERGENCY SERVICES (OES) DEPARTMENT - 2040**

<b>OES OPERATIONS</b>	\$	162,200	9.50	0
<b>GRAND TOTAL OES BUDGET</b>	<b>\$</b>	<b>162,200</b>		<b>0.00</b>

**POLICE DEPARTMENT - 2050**

<b>PATROL</b> - Emergency calls for service	\$	7,104,715	9.50	29.65
<b>COMMUNITY POLICING/MET/TASK FORCES/DETECTIVES</b> - homeless outreach, business liaison, community policing, and mental health.	\$	5,053,775	8.25	19.24
<b>TRAFFIC ENFORCEMENT</b> - Collision prevention/reduction, driver awareness, driver education, and car seat install.	\$	445,776	7.50	1.92
<b>GRAND TOTAL POLICE DEPARTMENT BUDGET</b>	<b>\$</b>	<b>12,604,266</b>		<b>50.81</b>

**POLICE K-9 DEPARTMENT - 2080**

Police K-9 Operations	\$	9,600	N/A	0.00
<b>GRAND TOTAL POLICE K-9 DEPARTMENT BUDGET</b>	<b>\$</b>	<b>9,600</b>		<b>0.00</b>

**POLICE SUPPORT DEPARTMENT - 2090**

<b>POLICE COMMUNICATIONS</b> - 911's, dispatch radio calls, and admin lines in/out.	\$	1,787,618	9.75	12.59
<b>RECORDS/FRONT COUNTER</b> -DA packets, in-custody reports, records retention, crime stats.	\$	489,420	8.50	4.50

<b>CITY COMMUNICATIONS</b> - Internal and external communication of city events, programs and news. Internal communication consists of email and posted flyers/invitations. External communicaitons consist of press releases, website, social media, flyers/posters, advertisements and monthly reports. etc.	\$	8,925	7.50	0.00
<b>GRAND TOTAL POLICE SUPPORT DEPARTMENT BUDGET</b>	<b>\$</b>	<b>2,285,963</b>		<b>17.09</b>
<b>FIRE DEPARTMENT - 2100</b>				
<b>FIRE PROTECTION</b> - This includes operation of one fire station and split funding of personnel for a second fire engine to provide fire response service within the City.	\$	4,282,816	9.75	0.00
<b>MEDICAL RESPONSE</b> - This covers advance life paramedic support for emergency medical services within the city limits.	\$	-	9.75	0.00
<b>WILDLAND FIRE PROTECTION AGREEMENT</b> - This provides for coverage using state fire resources (air, helicopters, ground, etc) for fire suppression in wildland areas within the City near state responsibility areas.	\$	44,081	8.75	0.00
<b>FIRE PREVENTION</b> - This includes service of the Fire Marshall to ensure buildings meet current fire codes and have required prevention practices in place for new construction and existing businesses to stay in compliance. This also provides for business and community education regarding fire safety best practices from fire station personnel.	\$	164,911	8.00	0.00
<b>GRAND TOTAL FIRE DEPARTMENT BUDGET</b>	<b>\$</b>	<b>4,491,808</b>		<b>0.00</b>
<b>BUILDING AND SAFETY DEPARTMENT - 2150</b>				
<b>PLANS EXAMINING</b> - Examination and approval of construction plans to ensure code compliance to safeguard the public health, safety, welfare and accessibility and to provide safe access to emergency first responders.	\$	523,289	8.25	1.34
<b>INSPECTIONS</b> - Monitor construction sites to ensure compliance of approved plans and codes to safeguard the public health, welfare and accessibility and to verify the safe access to emergency first responders.	\$	576,624	8.25	2.33
<b>PERMITS/FEE COLLECTION</b> - Processing of building permits and the collection of development, permit and plan review fees.	\$	273,622	8.00	1.33
<b>GRAND TOTAL BUILDING AND SAFETY DEPARTMENT BUDGET</b>	<b>\$</b>	<b>1,373,535</b>		<b>5.00</b>
<b>PUBLIC WORKS DEPARTMENT - 3100</b>				

<b>INSPECTIONS</b> - Provide city inspection services for all encroachment and construction permits	\$	218,303	8.25	1.21
<b>CAPITAL IMPROVEMENT PROJECTS</b> - Oversee and implement City Council approved CIPs for various related infrastructure projects throughout the City, inclusive of master plan level studies.	\$	216,473	8.25	1.05
<b>PERMITTING</b> - Process permits for all work within City right of way for residents, business owners, contractors, utility companies, etc.	\$	188,716	8.00	1.41
<b>PLAN CHECK SERVICES</b> - Engineering plan review of all infrastructure related plans for entitlement and construction, inclusive of various technical study review (traffic, hydrology, sewer studies, etc.)	\$	354,338	8.00	0.81
<b>SOLID WASTE</b> - Oversee and manage recently approved 20-year solid waste contract with Waste Management. Oversee and implement Cal-Recycling requirements.	\$	125,063	8.00	0.83
<b>MARK AND LOCATE (USA)</b> - Identify City infrastructure for various projects prior to construction to ensure protection of City assets and/or potential disruption of service.	\$	46,761	8.00	0.34
<b>CUSTOMER/RESIDENT SUPPORT</b> - Front counter support for homeowners, developers, residents, business owners, etc.. Includes research, property information, utility information, building requirements, etc..	\$	245,142	7.75	1.13
<b>GRAND TOTAL PUBLIC WORKS DEPARTMENT BUDGET</b>	\$	<b>1,394,796</b>		<b>6.78</b>
<b>STREET MAINTENANCE DEPARTMENT - 3250</b>				
<b>STREETS &amp; PAVEMENT MANAGEMENT PROGRAMS</b> - Implementation of a multi-year, citywide pavement management and maintenance program/maintenance of streets, storm drains, street lights and City infrastructure.	\$	<b>2,386,812</b>	8.75	<b>7.23</b>
<b>GRAND TOTAL STREET MAINTENANCE DEPARTMENT BUDGET</b>	\$	<b>2,386,812</b>		<b>7.23</b>
<b>BUILDING MAINTENANCE DEPARTMENT - 6000</b>				
<b>PARKS AND FACILITIES MAINTENANCE</b> - Central Coordination and management of maintaining all city-owned facilities. The includes removal of graffiti on city-owned properties. (Shared with Dept 6050 below)	\$	<b>597,734</b>	8.50	0
<b>GRAND TOTAL BUILDING MAINTENANCE DEPARTMENT BUDGET</b>	\$	<b>597,734</b>		<b>0.00</b>
<b>PARKS AND GROUNDS MAINTENANCE DEPARTMENT - 6050</b>				

<b>PARKS AND FACILITIES MAINTENANCE</b> - Central Coordination and management of maintaining all city-owned facilities. The includes removal of graffiti on city-owned properties. (Shared with Dept 6000 above)	\$	2,892,143	8.50	9.665
<b>CITY OWNED RIGHT-OF-WAY MAINTENANCE</b> - Planning, organizing, scheduling, staffing, budgeting, and reporting of all City rights-of way	\$	1,015,127	7.75	9.665
<b>WEED ABATEMENT</b> - Planning, organizing, scheduling, staffing, budgeting, and reporting weed abatement of all city owned open spaces/lots	\$	151,038	7.25	0.47
<b>GRAND TOTAL PARKS AND GROUNDS MAINTENANCE BUDGET</b>	\$	<b>4,058,308</b>		<b>19.80</b>
<b>GRAND TOTAL FOR GENERAL FUND \$ 40,523,352 148.77</b>				

<b>WASTEWATER BUDGET</b>				
<b>Program and Description</b>		<b>Cost of Program</b>	<b>Council Ranking</b>	<b>FTE Count</b>
<b>COLLECTIONS/CONVEYANCE</b> - Carries wastewater collected from homes and businesses through underground piping to the wastewater treatment facility.	\$	1,882,129	9.50	6.05
<b>TREATMENT PLANT</b> - Treatment of wastewater to meet state/federal regulations	\$	3,139,725	9.25	8.15
<b>PRE-TREATMENT</b> - Permitting and monitoring of dischargers to the sewer system to protect the treatment plant and ensure regulatory compliance.	\$	952,170	9.00	1.625
<b>BRINE LINE MAINTENANCE</b> - Maintenance of 23 mile Brine Line lateral	\$	762,140	8.75	0.825
<b>RECYCLED WATER</b> - Production of recycled water	\$	70,856	8.50	0.35
<b>TRANSFERS OUT - DEBT SERVICE PAYMENTS</b>	\$	5,075,213		
<b>TRANSFERS OUT - OVERHEAD</b>	\$	650,000		
<b>GRAND TOTAL WASTEWATER BUDGET</b>	\$	<b>12,532,233</b>		<b>17.00</b>

**TRANSIT BUDGET**



Program and Description	Cost of Program	Council Ranking	FTE Count
Transit Operations	\$ 2,771,617	N/A	23.25
<b>GRAND TOTAL TRANSITBUDGET</b>		<b>\$ 2,771,617</b>	<b>23.25</b>
Grand Total FTEs Citywide			189.0