City of El Cajon
California

Adopted Annual Budget
Fiscal Year 2016-2017

CITY OF EL CAJON ANNUAL BUDGET
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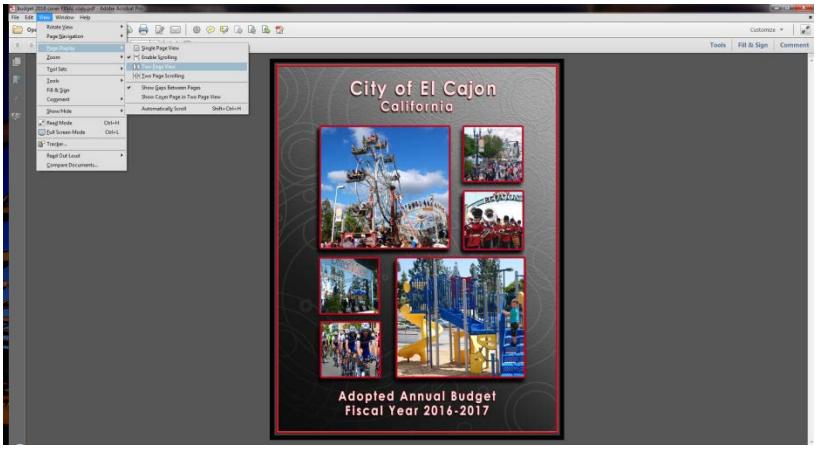

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CITY OF EL CAJON
CALIFORNIA

Adopted

Annual Budget

Fiscal Year 2016-2017

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CALIFORNIA REPUBLIC

CITY OF EL CAJON
Fiscal Year 2016-17
Adopted Annual Budget Summary

MAYOR

Bill Wells

COUNCILMEMBERS

Tony Ambrose, Mayor Pro Tem
Star Bales
Gary Kendrick
W. E. “Bob” McClellan

CITY MANAGER

Douglas Williford

CITY ATTORNEY

Morgan Foley

MANAGEMENT TEAM

Majed Al-Ghafry – Assistant City Manager
Belinda Hawley – City Clerk
Jeff Davis – Police Chief
Rick Sitta – Fire Chief
Jim Lynch – Director of Administrative Services
Sara Ramirez – Director of Recreation
Clay Schoen – Director of Finance

EL CAJON

The Valley of Opportunity

• Incorporated 1912 •

The City of El Cajon

Our Vision

A quality community through responsible change, continuous improvement, and superb public service

Our Mission

Excellent service that improves our community

Our Values

- Honesty and Integrity In All We Do
- Effective, Responsible Communication
- Respect Others
- Encourage Creativity
- Commit to and Deliver Excellent Service
- Maintain Balance
- Take Responsibility and Be Accountable

California Society of Municipal Finance Officers

Certificate of Award

Operating Budget Excellence Award
Fiscal Year 2015-2016

Presented to the

City of El Cajon

For meeting the criteria established to achieve the Operating Budget Excellence Award.

February 23, 2016

Jesse Takahashi
CSMFO President

Michael Gomez, Chair
Professional Standards and Recognition Committee

Dedicated Excellence in Municipal Financial Reporting

CITY OF EL CAJON
TABLE OF CONTENTS
Fiscal Year 2016-2017

Introduction

Overview

Transmittal Letter A-1
Budget Message A-5
Five-Year Business Plan (Attachment A) A-25
Resolution Adopting Budget FY 2016-2017 ..... A-31
Resolution Approving Appropriation Limit FY 2016-2017 ..... A-32
City Fiscal Policy A-35
Budget Preparation Schedule 2016-2017 ..... A-45
Fund Responsibilities by Department A-46
Major Revenue Estimates A-47

Budget Summaries

Fund Balances - All Funds B-1
Revenue Summary B-3
Expenditure Summary B-7
Interfund Transfer Summary B-11
Cost Center Budgeting B-12
General Fund Revenues B-13
General Fund Expenditures by Function B-13
General Fund Expenditures by Type B-14
General Fund and EMS Expenditure Tax Support Usage B-14
Expenditures by Fund - All Funds B-15
General Fund Tax Revenues B-15
Sales Tax Distribution B-16
Sales Tax Revenue by Category B-16
Sales Tax From Ten Largest Business Segments B-17
Sales Tax Per Capita by Year B-18
Sales Tax Per Capita Comparison B-19
Sales Tax Capture and Gap Analysis B-20

Personnel

Full Time Personnel - All Funds C-1
Full Time Personnel History C-1
FTE by Function and Funding Source C-3
Classification Salary Table C-6
Internship Program C-10

City Council Members

City of El Cajon Organizational Chart D-1
City Council D-3
Contingency D-4

City Manager

City Manager E-1
Community Services & Events E-4
Centennial Celebration E-6

City Clerk

City Clerk F-1

City Attorney

City Attorney G-1

Finance

Finance H-1
Other Financing Uses H-6
Post-Employment Benefits H-7

Administrative Services

Administrative Services I-1
Human Resources I-5
Information Technologies I-6
Technology Replacement I-7
Self-Insurance I-8

Community Development

Community Development Summary J-1
Housing and Successor Agency Administration J-6
Planning J-7
Building and Fire Safety J-8
Resolution to Allocate CDBG & HOME Funds J-9
Community Development Block Grants (CDBG) J-13
Housing Investment Partnership Program (HOME) J-13
Resolution Adopting Housing Authority Budget FY 2016-2017 ..... J-14
CalHome Grant J-16
Low and Moderate Income Housing Asset Fund Administration J-16
Low and Moderate Income Housing Asset Fund Projects J-17
Housing in Lieu Projects J-22

Police

Police Department Summary K-1
Police Administration K-10
Inspections, Training & Personnel K-11
Records K-12
Information Systems Services K-13
Communications K-14
Patrol Operations K-15
Special Operations Unit K-16
Traffic Enforcement K-17
Investigations K-18
Forensic Laboratory K-19
Ancillary & Auxiliary Units K-20
Animal Control K-21
State Citizen's Option for Public Safety Grant K-22
Federal Forfeited & Seized Assets K-22
State Forfeited & Seized Assets K-22
Local Public Safety - Proposition 172 ..... K-23
Miscellaneous Police Grants K-23

Fire

Fire Department Summary L-1
Administration L-9
Suppression L-10
Heartland Fire and Rescue L-11
Emergency Medical Services L-12
Basic Life Support Transport Program L-13
Local Public Safety - Proposition 172 ..... L-14
State Homeland Security Grants - Fire L-14

Public Works

Public Works Department Summary M-1
Facilities Maintenance M-8
East County Performing Arts Center (ECPAC) M-9
Public Works Administration M-10
Engineering - General M-11
Engineering - Private Development M-12
Engineering - Capital Improvement Projects M-14
Traffic Engineering M-16
Traffic Maintenance Operations M-17
Parks M-18
Parks Median and Parkway Tree Maintenance M-20
Beverage Container Recycling Grant M-21
Gas Tax Street Maintenance M-22
Gas Tax - Vehicle and Equipment Replacement M-24
Transit - Article 4 ..... M-25

Public Works - Continued

Vehicle and Equipment / Fleet Maintenance M-26
Vehicle and Equipment Replacement-General Fund/EMS M-28
Wastewater Summary M-29
Wastewater Disposal M-33
Wastewater Maintenance Operations M-34
Wastewater Customer Service M-36
Wastewater Sweeping Maintenance M-37
NPDES Compliance M-38
Wastewater Vehicle and Technology Replacement M-40

Capital Improvement Projects

City Capital Improvement Program N-1
Public Safety Facilities - Administration N-15
Public Safety Facilities - Projects N-18
Public Safety Facilities - Tax Revenue Bonds N-24
Transportation Capital Improvement Program N-27
TransNet N-41
Federal Transportation Grants N-42
Regional Transportation Congestion (RTCIP) N-43
Indian Gaming Grant N-44
Park Capital Improvement Program N-47
Park Impact Fees N-58
Wastewater Capital Improvement Program N-59

Recreation

Recreation O-1
Recreation - Special Revenue Fund O-10

Successor Agency to the Former Redevelopment Agency

Successor Agency Budget P-1

Budget Supplements

City of El Cajon Profile Statistics Q-1
Historical Notes Q-5
Glossary of Budget & Finance Terms Q-7
Chart of Index Q-15

June 14, 2016

Mayor, City Council and El Cajon residents,

I am pleased to present you with the Fiscal Year 2016-17 Preliminary Annual Budget. The budget is a funding proposal based upon the Five-Year Business Plan and the Comprehensive Annual Financial Report (CAFR). The proposed budget focuses funding priorities on maintaining quality on-going operations, as well as significant policy or capital decisions that have previously been made by the City Council.

As has been the case in recent years, this proposal represents a balanced budget, wherein projected operating revenues will match or exceed projected operating expenditures. For this current fiscal year that will end on June 30, 2016, we estimate that the City's General Fund will outperform the Fiscal Year 2015-16 budget by $4.5 million. This performance includes receiving $2.9 million more in revenues than projected and spending $1.6 million less than projected.

A balanced operating budget, without the use of reserves, is the result of many years of thoughtful fiscal planning and difficult choices. In this proposed budget, service levels are maintained while building towards future stability by funding dedicated reserves and capital needs. It is my belief that El Cajon's future stability will be secured through prudent spending, strategic fiscal planning and aggressive economic development.

The proposed Fiscal Year 2016-17 budget includes funding for a number of key City Council priorities, including:

City of El Cajon ● 200 Civic Center Way ● El Cajon, CA 92020
(619) 441-1716 ● Fax (619) 441-1770
www.cityofelcajon.us

Fiscal Stability

- Balanced budget
- Maintaining a 20% reserve
- Sustaining the PERS reserve fund to assist in paying down future pension costs projected by the State of California
- Growing the Economic Uncertainty Fund
- Budget recognizes financial savings due to recent implementation of contracting of janitorial and paramedic services

Economic Development

- $300,000 is budgeted for Economic Development activities to permit the City to create partnerships and assist and encourage business development in El Cajon. Key examples of this in the recent past include the formation of the El Cajon Valley of Cars, the new BMW dealership, the Marriott Courtyard Hotel, Tipton Honda and hopefully another outstanding new auto dealership, support of the East County Business Incubator and the East County Economic Development Corporation
- Marketing, sale and development of the former Police site, with the goal of attracting a significant, quality economic development for the benefit of the community.
- Completion of the EIR and land use program to implement the El Cajon Housing Element
- Study of private development options at the El Cajon Transit Center
- Continued organizational efficiencies within the Community Development and Public Works Departments with the goal of further enhancing responsiveness and quality of work with the City's business and development communities.

Public Safety

- New exhaust systems for Fire Stations 8 and 9
- Purchase and implementation of police body cameras
- Construction of security gates at City parks
- Significant Safe Routes to Schools sidewalk improvements, in conjunction with Cajon Valley Union School District

- Implementation of the Homeless Outreach Team (HOT) program, in conjunction with the Sheriff's Department, to humanely assist homeless individuals in need

Public Infrastructure

- The final design and construction of the Animal Control Facility
- On-going aggressive Street Re-Paving Program
- Completing the major street and sidewalk improvements within the Greenfield Drive residential neighborhood
- Significant funding toward citywide pedestrian safety and ADA improvements
- Phase Two of the Johnson Avenue Sewer Project
- Fletcher Parkway sewer replacement project
- City Council Chambers Audio / Visual Improvements
- Live streaming of City Council meetings
- Next phase of the Citywide LED streetlight retrofit program

Recreation, Culture and Public Events

- Renovation and re-opening of the East County Performing Arts Center
- Renovation of Ronald Reagan Community Center
- Renette Park improvements in conjunction with the First Five Grant award
- Significant lighting and drainage improvements at Van Zanten Park
- America On Main Street, a community celebration of the American spirit
- Hauntfest, a family friendly Halloween event
- RunEC, a St. Patrick's Day half marathon, five kilometer, and one mile fun run through the heart of downtown
- Mother Goose Parade, a family oriented parade through the streets of El Cajon in November
- Possibly a second year as a host city of the AMGEN Tour of California
- This past year saw 175,000 – 200,000 people attending downtown El Cajon major public events, further enhancing our City's image and exposing the general public to downtown's progress and businesses.

CONCLUSION

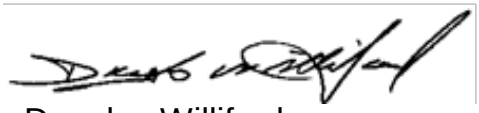
The “Great Recession” is now in our past, however, the economy continues to recover very slowly and, thus, we must continue to exercise caution. This proposed budget meets the challenges of the current state of the economy and, through a conservative fiscal policy, begins to address the opportunities of the future. Future budgets will need to continue this discipline.

On the foundation of fiscal stability, the City continues to provide outstanding services to the residents of El Cajon. The Police and Fire Departments provide an umbrella of safety and security under which the community can thrive. The combined efforts of the Community Development, Public Works, and Recreation Departments work to create an improving quality of life for our residents and businesses. Together, they endeavor to provide the infrastructure and the business environment for a resurgent community.

This budget is the culmination of the dedicated efforts of the entire El Cajon team, led by the City Council. Without the City Council’s continued leadership, stability and vision, this City cannot thrive. The excellent executive team and their respective departments are to be complimented for their expertise and cooperation in preparing this budget. The outstanding Finance Director and Finance staff are to be commended for their exhaustive work and expertise in bringing forth this document.

Finally and most importantly, my staff and I continue to be grateful and are honored to serve the residents of this great City of El Cajon.

Respectfully submitted,



Douglas Williford
City Manager

Budget Message

The City of El Cajon

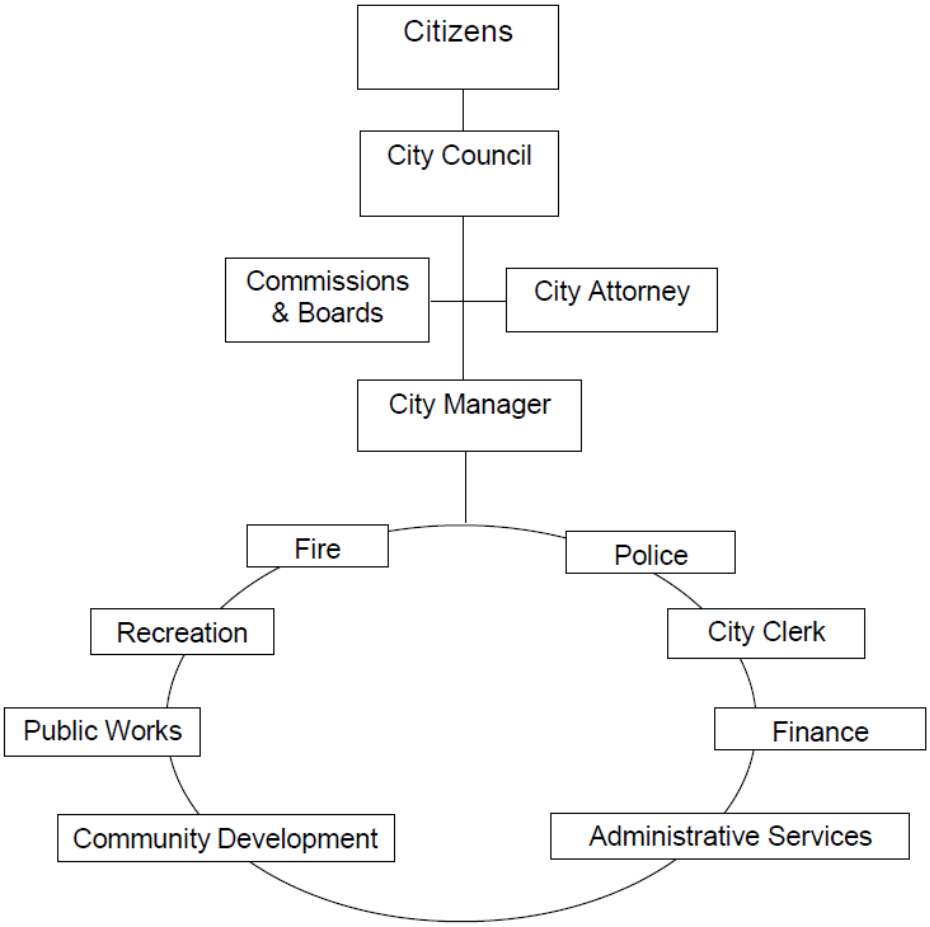
The City of El Cajon, incorporated on November 12, 1912, is located in the southern part of the state, just 15 miles due east of San Diego and is the fifth largest of 18 cities in San Diego County. The City currently occupies a land area of 14.4 square miles and serves a population of over 100,000. This vibrant community is home to over 34,000 households, 83 places of worship, 35 schools, and 23 parks and recreation centers as well as its vibrant business community.

The City provides a full range of services, including police and fire protection, animal control, emergency medical services, construction and maintenance of streets, parks, civic facilities, and other infrastructure, right-of-way regulation, city planning and building regulation, recreational activities, cultural events, housing assistance, and wastewater services.

City Organization

The City became a charter city by the vote of the people on June 5, 2012, giving the City Council more local control of municipal affairs. Policy-making and legislative authority are vested in the City Council consisting of the mayor and four other council members. The City Council is elected at large on a non-partisan basis. The Mayor is elected to serve a four-year term and councilmembers serve four-year staggered terms. The City Council is responsible for, among other things, passing ordinances, adopting the budget, appointing committees, and hiring both the City Manager and City Attorney. The City operates under the Council-Manager form of government. The City Manager is responsible for carrying out the policies and ordinances of the City Council, for overseeing the day-to-day operations of the City, and for appointing the directors of the various departments. A city-wide organizational chart is included on the following page.

City of El Cajon
Organizational Chart



Performance Measures

The City of El Cajon has started the evaluation and use of performance measures. Key to the successful implementation of this program is the careful selection of meaningful measures. Therefore, a full implementation of internal and externally meaningful program will be an incremental process. For the purposes of communicating the effectiveness of its government to the Citizens of El Cajon, a handful of measures that are the most meaningful to the public will be presented as part of the annual budget.

Measure	FY16 Goal	FY16 Result	FY17 Goal
Police Dept: 911 calls answered w/in 10 seconds	90.0%	91.2%	90.0%
Police Dept: Crime Free Hotel/Motel Program Participation	33.3%	47.1%	58.8%
Fire Dept: Emergency Response w/in 7 minutes	90.0%	86.2%	90.0%
Fire Dept: Number of 911 calls	N/A	12,524	12,149
Public Works: Pavement Condition Index	80	80	80
Recreation Dept: Special Events Visitors	110,000	130,000	140,000
Recreation Department: El Cajon Youth Participation	N/A	22.7%	24.0%

Police Department: Emergency Calls Answered Within 10 Seconds
The National Emergency Number Association (NENA) standard is 90 percent of calls answered within 10 seconds during peak calling hours. The NENA standard has been accepted regionally as a metric for measuring the performance of emergency communication centers. The City of El Cajon Police Department exceeded that standard at 91.24% for 2015.

Police Department: Crime Free Hotel/Motel Program
The City of El Cajon has been very effective in combating crime by helping prevent it with programs such as the Crime Free Hotel/Motel Program. This program, implemented in 2014, has measured success of the program by percentage of participation. In 2015, eight of 17 potential locations have been certified which yields 47.1% participation. This exceeded the 2015 goal of 33.3%; the goal has been increased to 58.8% in 2016 as the Department's ultimate goal is 100% participation.

Fire Department: Emergency Response within Seven Minutes
Response time directly impacts patient survivability, and also directly impacts fire growth and property damage. The Fire Department's goal is to put emergency workers on the scene of emergencies as quickly as possible. The goal is to have first responders at the scene of an emergency within seven minutes 90.0% of the time. Results in 2016 indicated that the goal was met 86.2% of the time. This standard will be measured through response time reports obtained through the Heartland Communications Center database and reviewed on quarterly basis.

Fire Department: Number of 911 Calls
Due to the overburdened 911 system, public education and public service announcements are being developed in an attempt to educate users on the appropriate use of the system. The goal is to reduce the impact on the 911 system by minimizing non-emergency calls for service. The effectiveness of this public education campaign will be measured based off of current and historical call data retrieved from the Heartland Communications Center database. While the trend of the past few years has been year-over-year growth, the initial goal is to reduce the call volume by 3.0%, or 375 calls in the first year.

Public Works: Pavement Condition Index
Road surface condition is rated using a Pavement Condition Index (PCI). This index generally rates the road surface as a number from 1 to 100 with 100 being a newly constructed street and less than 20 being a very poor road surface. The two main strategies employed for general street maintenance are asphalt overlays (repaving) and slurry seals. The City has about 452 lane-miles of streets. The current average PCI for City of El Cajon streets is 80. The average PCI for the State of California is 66, and the average for San Diego County is 70. During FY16 Public Works has maintained an average PCI of 80 by repaving 12 lane-miles of streets and applying slurry seal to 15 lane-miles of streets.

Recreation Department: Special Events Visitors
To achieve recognition as a regional outdoor event center and contribute to economic growth and civic pride, the City of El Cajon hosts several major events in the downtown area each year. These events are *Dinner and a Concert*, *Cajon Classic Cruise* car show series, *America on Main Street*, *HauntFest*, and the *Mother Goose Parade*. These events attracted over 130,000 visitors in 2015, which exceeded the goal of 110,000. The goal for 2016 is 140,000. In addition to driving traffic through El Cajon's downtown area, they also help build a sense of community, and typically engage over 1,000 volunteers who provide 3,000 hours of service.

Recreation Department: El Cajon Youth Participation
The Recreation Department Instructional Program is outcome based and provides youth with positive role models, increased physical fitness, technical and life skills development within a safe environment. Additionally, participation fosters sense of community. Our total participation is 7,307 youth ages 3-14, of which 3,945 are El Cajon residents. El Cajon's current youth (ages 3-14) population, based on current estimates, is approximately 17,360, which yields a participation rate of 22.7%. The goal for next year is to increase participation to 24.0% of El Cajon's youth by providing high quality programs, matched with high rates of continued involvement. We typically retain 65% of our enrollees.

Economic Outlook
A number of common economic measures are used to assess the health of the economy. Taken together one can form conclusions about not just the economy's current condition, but also project its growth. The common message throughout these sources, as well as other media reports, is that the economy continues the slow, steady growth of the past few years into the future.

Gross Domestic Product (GDP)
GDP is a measure of goods and services produced within an entity's boundaries, and is a standard way of measuring the overall size of the economy. The Bureau of Economic Analysis reported in April of this year that United States national GDP growth in 2015 continued at the same rate as the previous year at 2.4%. The UCLA Anderson Forecast, in an April 6, 2016 release, states that the national economy is expected to grow at a 2.7% rate. This is less than the 3.0% growth forecasted in March of last year.

Employment
Another key measure of the strength of the economy is the rate at which the workforce is employed. The Bureau of Labor Statistics listed national unemployment at 5.0% in April of this year. In a similar March release of statewide unemployment, California was 5.4%. The UCLA Anderson Forecast expects the California unemployment rate to continue to drop to "about 5.0% by the end of 2018."

Housing
Housing is often expressed by two common measures: new home starts and new home sales. The Bureau of Economic Analysis reported that March, 2016 privately-owned housing starts increased 14.2% from 2015, and new home sales increased 5.4% from the preceding year's total. These measures indicate growth in not just real estate and construction, but also in related areas such as home furnishings.

Another housing measure is the S&P Case Schiller Home Price Index which "track[s] the total value of existing single-family housing." The 20-City Composite Index represents national values by averaging the top 20 markets. This index reports that housing values increased 5.59% during 2015, and the San Diego specific index reports slightly greater growth at 7.03%.

Inflation
The Bureau of Labor Statistics reported in April, 2016 that the Consumer Price Index for the preceding 12 months increased 0.9%. The UCLA Anderson Forecast stated in April that the anticipation was "inflation to rise above the 2.0% target of the Federal Reserve Board." Because of this, "the Forecast expects two or three increases in the Fed funds rate."

Other Indicators
A prevalently used measure of the local economy is the USD Burnham-Moores Center for Real Estate's Index of Leading Economic Indicators for San Diego. This index references a number of economic measures, and combines them into a single, easy to use resource. The most recent release of the index for February 2016, indicates a 2.8% increase in the index over the last 12 months. Consistent improvement in the index led to their conclusion that "the outlook for the local economy remains positive for the rest of 2016."

Legislative Outlook
There are several areas of past or potential legislation that may impact the City of El Cajon. While the following is not a comprehensive list, it does briefly highlight a few of the more relevant items.

Proposition J
The half-cent sales tax measure was approved by voters in 2008, during the most difficult economic climate since the Great Depression. This measure, along with prudent financial management, has stabilized the City's ability to provide core services. However, the need of this "lifeline" remains critical to the City's financial stability, provision of emergency services, and long-term replacement of much needed infrastructure. We are deeply grateful to the community for their trust and continued support.

Cap & Trade
Significant revenues from California Air Resources Board's Emissions Trading Program (Cap & Trade) are being allocated to a wide variety of State programs. Amongst these

programs are a number of energy efficiency, affordable housing, sustainable community, and transportation initiatives which may have an impact on area residents.

District Elections
There has been discussion at the state and local level regarding a potential mandate of district based municipal elections. While not an obvious financial issue, there is an unspecified cost associated with such a mandate for drawing district boundaries, potential litigation, as well as adapting election infrastructure.

Community Revitalization
Legislation was enacted last year to establish Community Revitalization Investment Authorities. These authorities provide a tool, similar to the former redevelopment agencies, to help finance development in blighted areas for the purposes of infrastructure, affordable housing, and economic revitalization.

Economic Development

An active economic development program is necessary to create a vibrant and self-sustaining community. This activity is directed by the City Manager's Office for more direct control over this vital activity. Some of the goals of these efforts are:

- To create and assist in economic development opportunities throughout the City.
- To create key public / private partnerships that will result in the economic and financial expansion of the City of El Cajon.
- To assist and encourage the economic well-being and expansion of existing businesses located within the City.
- To expand El Cajon as the Valley of Opportunity, showcase cultural and historic sites, and host / promote events and festivals as a way to foster tourism and economic development.
- To support the ongoing revitalization of Downtown El Cajon and other key business sectors of the City.

In addition to the more traditional economic development activities and projects, the City of El Cajon will also be focused on creating, partnering, and supporting community-wide special events. This activity has the potential to bring recognition to both downtown El Cajon and citywide, while also providing economic benefit to local businesses. Through cultural and recreational programming, quality of life is enriched and civic pride is enhanced. Additional special events will be explored and implemented with community partners in the upcoming year furthering efforts to develop El Cajon as a regional event center.

El Cajon Pension Reform and Fiscal Responsibility Plan

Over the past several years the City Council has taken significant steps to ensure fiscal sustainability. One of these steps was the Pension Reform and Fiscal Responsibility Plan (Resolution No. 47-13) adopted in 2013, and includes the following measures, which are incorporated throughout the budget. A copy of the full plan can be found on the City of El Cajon website (http://cityofelcajon.us/your-government/departments/finance/budgets-financial-policies).

1. Make periodic additional payments to CalPERS, whenever fiscally prudent, greater than the City's required annual payments, in order to accelerate the "pay down" of the City's unfunded pension obligations; and

2. Seek to implement pension cost-sharing for employees equal to but not less than 50% of the total CalPERS' "normal costs" by January 2018; and

3. Whenever fiscally prudent, pay down and prefund Other Post-Employment Benefit (OPEB) contributions to the California Employers' Retiree Benefit Trust (CERBT) fund; and

4. Seek to stabilize and contain the costs of other employee benefits, such as vacation accruals and health care, in order to reduce unfunded long-term liabilities; and

5. Evaluate workforce efficiencies to explore opportunities to eliminate vacant, fully-benefitted positions and to replace them, if appropriate, with outside service contracts, while complying with the Meyers-Milias-Brown Act; and

6. Explore additional opportunities to coordinate services with other local public agencies, similar to the existing coordination of fire and emergency response services through the Heartland Fire and Rescue Joint Powers Agreement; and

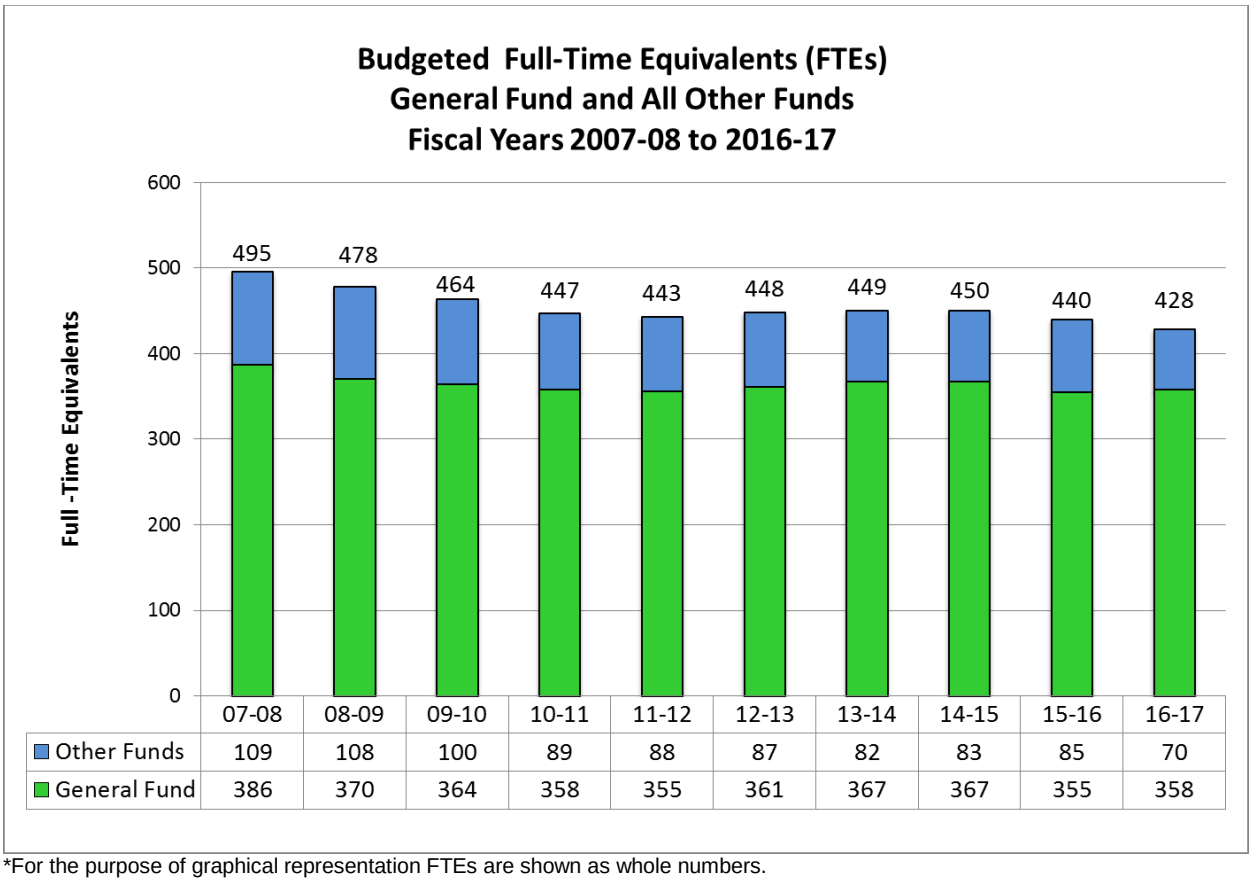
7. Sustain General Fund operating reserves of at least 20% of expenditures in the annual budget; and

8. Present a structurally balanced General Fund operating budget each fiscal year for adoption, whereby ongoing operational expenditures do not exceed ongoing operational revenues.

Personnel

Compared to the Fiscal Year 2015-16 adopted budget, the Fiscal Year 2016-17 preliminary budget reflects a net decrease of 12 budgeted full time equivalent (FTE) positions, from 439.75 to 427.75. Significant changes in this proposed budget include the reduction of Paramedic Firefighters (9 FTE) and Basic Life Support Staff (4 FTE) as a result of transitioning to an external service provider for medical transportation services. An additional Fire and Building Safety Inspector was added to the Community Development Department. Additionally, the Public Works Department and

Administrative Services Department had a number of classification changes as a result of restructuring, but did not result in a change to the total number of positions in either department. The following graph displays the number of budgeted positions over the past 10 fiscal years.



	07-08	08-09	09-10	10-11	11-12	12-13	13-14	14-15	15-16	16-17
Other Funds	109	108	100	89	88	87	82	83	85	70
General Fund	386	370	364	358	355	361	367	367	355	358

*For the purpose of graphical representation FTEs are shown as whole numbers.

The City utilizes part-time staff in a variety of ways. Part-time staff in the Recreation Department helps deliver a number of programs and services. Also, the City's Internship Program funds interns within department budget activities. Departments are permitted to hire the appropriate number of interns within the confines of their respective budget allocations. The following departments/divisions plan to participate in the Internship Program in Fiscal Year 2016-17: Community Development, Human Resources, Finance, Public Works Engineering, and Public Works Wastewater. Additionally, the El Cajon Fire Department has added a part-time weed abatement inspector to assist with this seasonal need while permanent staffing is determined. These part-time personnel are not considered budgeted full time equivalent positions and are not reflected in the graph above.

Labor Memorandums of Understanding

The City has multi-year agreements in place with all collective bargaining groups for Fiscal Year 2016-17; the financial impacts of these agreements have been included in this document. Copies of these agreements can be found on the City website:

(http://cityofelcajon.us/your-government/departments/human-resources/memorandums-of-understanding-mou).

Employee Retirement – CalPERS

The City is a member of California Public Employees' Retirement System (CalPERS). All City employees who work at least 1,000 hours per fiscal year are eligible to participate in CalPERS. Participants in the plan vest after five years of employment.

The Public Employees' Pension Reform Act of 2012 (PEPRA), was signed into law by the Governor on September 12, 2012, and became effective on January 1, 2013. PEPRA was enacted to create a more sustainable pension system by reducing employer pension liability and increasing employee contributions toward their pension benefits. PEPRA only accomplishes this goal in the distant future since the majority of the changes apply only to employees who become "new" members in the system on or after January 1, 2013. For public employers like El Cajon that face significant unfunded liabilities for its current "classic" members, PEPRA does little to address the more immediate needs for a reduction in pension liability.

Over the past few years the CalPERS Board approved significant changes to actuarial policies and assumptions to enhance the long-term stability of the fund. As a result of these changes, employer retirement contribution rates have increased, and are expected to continue to grow. The following table shows the actual employer contribution rates for a five-year period.

CALPERS EMPLOYER RATES

Miscellaneous Members	**2012-13**	**2013-14**	**2014-15**	**2015-16**	**2016-17**
Normal Cost	9.321%	10.096%	10.042%	10.012%	10.575%
Unfunded Rate	16.759%	17.310%	20.103%	23.749%	27.185%
Total Miscellaneous Rate	**26.080%**	**27.406%**	**30.145%**	**33.761%**	**37.760%**
Safety Members					
Normal Cost	17.418%	17.939%	18.029%	18.188%	18.933%
Unfunded Rate	19.705%	19.589%	24.028%	29.271%	30.878%
Total Safety Rate	**37.123%**	**37.528%**	**42.057%**	**47.459%**	**49.811%**

*The rates stated above are employer rates only; employee rates apply in addition to the above rates.

A large portion of this rate increase is driven by the unfunded status of the miscellaneous and safety plans. Per the most recent actuarial valuation as of June 30, 2014, the combined funded status was 70.6%, with a total unfunded liability of $137,783,275 (using the Market Value of Assets method). Also included in this valuation are the employer contribution rates anticipated by CalPERS. These rates are shown in the following table.

CALPERS PROJECTED EMPLOYER RATES

	2017-18	2018-19	2019-20	2020-21	2021-22
Miscellaneous Plan	40.5%	43.2%	46.0%	46.9%	47.7%
Safety Plan	53.4%	57.0%	60.6%	61.6%	62.6%

*The rates stated above are employer rates only; employee rates apply in addition to the above rates.

The citywide CalPERS contribution for Fiscal Year 2016-17 is approximately $13.7 million. Using the projected Fiscal Year 2021-22 contribution rates and holding Projected Annual Payroll constant, the total citywide contribution would increase to approximately $17.3 million. This is a 26.3% increase over the next five years just from rate increases. Increases in employee compensation will also increase the required contributions.

The pension rate increases will result in millions of dollars in additional costs for the City each year, which will significantly offset anticipated revenue growth.

Debt Service

In June 2009, the El Cajon Public Financing Authority issued revenue bonds in the amount of $25.2 million for the new Public Safety Facility, the upcoming Animal Control Center, as well as upgrades to existing fire facilities. The bonds matured on August 1, 2015, and the final principal and interest payments were made in Fiscal Year 2015-16.

The City also paid the balance due on its one outstanding note payable obligation, an advance of future CDBG funds. The proceeds, provided by the US Housing and Urban Development Department and known as a Section 108 loan, were used for the acquisition of a fire engine ladder truck in 2004.

The City of El Cajon utilizes funding from the Clean Water State Revolving Fund loan program. As of the end of Fiscal Year 2015-16, the City has an estimated outstanding balance of $5.8 million and the first repayment of $500,000 from the Wastewater Enterprise fund in Fiscal Year 2017.

A more thorough discussion of the City's long-term liabilities can be found in the City Fiscal Policy contained in the budget document.

Internal Service Funds and General Funded Capital Improvement Projects

Internal service funds have been established as sinking funds whereby ongoing costs are recognized and pre-paid for technology equipment and vehicles / equipment for eventual replacement. The budget proposes citywide funding of $1.5 million for technology and vehicle / equipment replacement needs in Fiscal Year 2016-17.

Additionally, the Self Insurance Fund is funded by anticipated revenues of $860,000 and the Other Post-Employment Benefits Fund by $1.2 million of anticipated revenues. As part of this budget, the General Fund is contributing $1.0 million to its capital improvement plan.

The Budget Program

The City of El Cajon's annual budget is one part of an overall financial planning and monitoring program. Major components of the plan include the Five-Year Business Plan, the Annual Budget, and the Comprehensive Annual Financial Report. When viewed as a cycle, they represent long term planning, the implementation of that plan, and the measurement and execution of that plan.

Five-Year Business Plan

This document is a long range plan intended to clarify City goals and objectives. By forecasting five years, City decision makers can easily see the long term impacts of their decisions, as well as provide time to prepare for future challenges.

Annual Budget

The Annual Budget is the mechanism of transforming long term vision and priorities into a functional action plan. This document establishes service levels, as well as investments in capital needs. Additionally, it serves as the spending authority for the fiscal year.

All departments of the City are required to submit requests for appropriation to the City Manager in March of each year. The City Manager uses these requests as the starting point for developing a proposed budget. The City Manager then presents this preliminary budget to the City Council for review in June. The City Council may hold workshop meeting(s) and has a public hearing to adopt a final budget by no later than June 30, the close of the City's fiscal year. The appropriated budget is prepared by fund (e.g., general fund), function (e.g., public safety), department (e.g., police) and activity (e.g., patrol). The City Manager may transfer appropriations between departments within a fund. However, transfers of appropriations between funds require approval of the City Council.

Comprehensive Annual Financial Report (CAFR)

The CAFR provides vital feedback in the form of actual financial performance. In addition to detailing results, it also discusses deviations from planned activity. It can be viewed as the report card for how well the City executed its plan.

City Financial Policies

City financial policies, including Fund Balance Policy, Investment Policy, and Fiscal Policy, can be found on the City of El Cajon website (http://cityofelcajon.us/your-government/departments/finance/budgets-financial-policies).

Budget Award

In Fiscal Year 2015-16, the City received the California Society of Municipal Finance Officers certificate of award for Excellence in Operating Budgeting. This was the nineteenth consecutive year the City has received this prestigious award. In order to achieve this award, the City has had to present a comprehensive budget meeting “best practices” criteria of the profession, with evaluation being made by independent finance officers within the society.

Major Fund Overview

The City of El Cajon has five major funds: the General Fund, Housing Authority special revenue fund, the Wastewater enterprise fund, the City Capital Improvement Program fund, and the Public Safety Facilities Project capital improvement fund. A summary of the first three of these funds is presented below. The City Capital Improvement Program fund and Public Safety Facilities Project fund are addressed as part of the Capital Improvement Program.

GENERAL FUND

The General Fund is the City's primary operating fund. This fund accounts for all financial resources that are not accounted for in another fund. General Fund operations are primarily funded by taxes.

Fiscal Year 2015-16 Budget vs. Estimated Actual

Revenues – Estimated General Fund revenues and other financing sources are projected to be $68.2 million, which is $2.9 million over the $65.3 million amended budget. The majority of this difference is due to higher than anticipated Sales Tax, Property Taxes, Franchise Fee, Transient Occupancy Tax, Building Permit, and Intergovernmental Reimbursement receipts.

Expenditures – Estimated General Fund expenditures and other financing uses are projected to be $65.3 million, which is $1.6 million under the $66.9 million amended budget. The estimated savings were not achieved via any large, single driver, but rather conservative decision making throughout the General Fund.

As a result, the combined impact to General Fund balance is an increase of $2.9 million.

Fiscal Year 2016-17 Preliminary Budget

Revenues – Compared to estimated actual revenues for Fiscal Year 2015-16, revenues are anticipated to decrease by $507,925, or 0.7%, to $67.7 million. This is primarily due to the final payment on the sale of the former Police station and one time clean-up payments related to the Triple Flip received in the previous fiscal year. Primary funding sources, as discussed below, are expected to grow at encouraging rates.

Sales and property taxes continue to represent the General Fund's primary source of revenue at 75.0% of total revenues. The state mandated revenue swap arrangement, referred to as the Triple Flip, expired last fiscal year and resulted in larger, one-time distributions last year as a result. Therefore, comparative analysis between fiscal years is somewhat misleading for the Sales Tax and Property Taxes in Lieu - Sales Tax categories.

Preliminary assessed valuations for property taxes received from the San Diego County Assessor's Office show an approximate increase of 5.2% from Fiscal Year 2015-16. This serves as the basis for calculating property taxes, along with trend and historical analysis.

Revenues are projected to change as shown on the following table:

Revenue Category	FY 2015-16 Estimated Actual	FY 2016-17 Preliminary Budget	Increase / (Decrease)
Sales Tax	$ 20,479,891	$ 25,403,287	$ 4,923,396
Property Taxes In Lieu - Sales Taxes	4,763,208	-	(4,763,208)
Sales Tax (Proposition J)	9,124,649	9,466,922	342,273
Property Taxes	7,289,692	7,605,143	315,451
Property Taxes In Lieu - MLVF	7,943,709	8,291,442	347,733
Property Taxes - RPTTF Distribution	850,000	900,000	50,000
Franchise Fees	5,162,387	5,283,070	120,683
All Other Taxes	2,457,625	2,503,953	46,328
Development Permits & Fees	1,274,318	1,270,800	(3,518)
Charges for Services	2,822,053	2,789,198	(32,855)
Investment Earnings	283,208	300,000	16,792
All Other Revenues	5,737,926	3,866,926	(1,871,000)
TOTALS	**$ 68,188,666**	**$ 67,680,741**	**$ (507,925)**

Expenditures - Budgeted operating expenditures of $67.7 million are proposed in accordance with the guidelines of the Five-Year Business Plan. This is a 1.2% increase, or $776,784, compared to the revised Fiscal Year 2015-16 budget. Contributing to this increase is the continued escalation of CalPERS employer contribution rates, as well as salary and benefit increases from negotiated labor agreements.

The budget factors most positions at lower than full cost due to assumed savings during the fiscal year from temporary vacancies. Exceptions are the Fire Department and a few general government functions that are budgeted at 100% for salary and benefits as they are at minimum staffing for the current level of service and little savings due to turnover is anticipated.

Department / Activity Operating Expenditures	FY 2015-16 Amended Budget	FY 2016-17 Preliminary Budget	Increase / (Decrease)	% Change
General Government	$ 6,868,816	$ 7,576,138	$ 707,322	10.3%
Police	29,728,010	30,909,858	1,181,848	4.0%
Fire	11,475,201	11,671,323	196,122	1.7%
Public Works	8,640,042	8,614,855	(25,187)	(0.3%)
Recreation	2,552,283	2,785,331	233,048	9.1%
Community Development	2,739,866	2,967,698	227,832	8.3%
Other Financing Uses	4,896,476	3,152,275	(1,744,201)	(35.6)%
TOTALS	**$ 66,900,694**	**$ 67,677,478**	**$776,784**	**1.2%**

Revenues over Expenditures - Proposed General Fund operating revenues of $67.0 million exceed operating expenditures of $65.0million by $2.0 million. A combination of contributions from the General Fund to provide long-term funding for capital improvement projects, information technology replacement, and vehicle/equipment replacement is referred to as Other Uses.; Other Sources and Uses represent a net use of funds of $2.9 million.

Operating Budget	Fiscal Year 2016-17
Revenues	$ 67,452,902
Expenditures	65,927,478
Revenues Exceeding Expenditures	$ 1,525,424

Non-Operating Budget	Fiscal Year 2016-17
Other Sources	$ 227,839
Other Uses	1,750,000
Uses Exceeding Sources	($ 1,522,161)

Fund Balance - The projected ending budgetary fund balance at June 30, 2017, is anticipated to be as follows:

Carryover Reserve	$ 12,976,114
Designated for Economic Uncertainty	2,000,000
Reserve for Unfunded PERS/Retirement	4,020,000
Operating Reserves (20% of Expenditures)	13,535,496
Estimated General Fund Balance	$ 32,531,610

The following defines the fund balance categories and the corresponding amount for each category shown above.

Unassigned Fund Balance for Carryover Reserve - This reserve is funded by revenues received in excess of expenditures, and is available for future appropriation. The preliminary Fiscal Year 2016-17 Budget does not anticipate the use of this reserve.

Unassigned Fund Balance Designated for Economic Uncertainty - This reserve is established for the purpose of stabilizing delivery of City services during periods of structural budget deficits and to mitigate the effects of major economic uncertainties resulting from unforeseen changes in revenues and/or expenditures.

Assigned Fund Balance Designated for Unfunded PERS / Retirement Obligations - Due to increasing retirement contribution rates to CalPERS and unfunded pension obligations, the City Council approved the Pension Reform and Fiscal Responsibility Plan, which includes making periodic additional payments to CalPERS, whenever fiscally prudent.

Committed Fund Balance for Operating Reserve - This reserve is a long-standing reserve established as 20% of annual expenditures. The reserve serves two purposes: (1) to provide General Fund cash flow between July and December when expenditures typically exceed revenues until the City gets its first property tax payment and franchise fees, which are received even later in the fiscal year; and (2) to serve as a reserve of last resort against unexpected events or risks outside the City's control. These risks may include further economic downturn, unanticipated expenditure surges resulting from natural disasters, adverse accounting changes mandated by accounting standard boards, or from adverse legal outcomes. Rating agencies look for adequate reserves as the single most important criteria in their rating of government agencies.

WASTEWATER FUND

The Wastewater Fund is responsible for the management and disposal of wastewater, and is the City of El Cajon's only enterprise fund. This fund is overseen by the City's Public Works Department, and is funded primarily by fees charged to external customers.

In Fiscal Year 2016-17, the Wastewater Fund anticipates operating revenues of $18.1 million. This is up from the $17.5 million budgeted in Fiscal Year 2015-16. Additionally, state loan proceeds of $3.8 million are also anticipated for the Johnson Street sewer project.

Operating expenses are anticipated at $16.8 million in Fiscal Year 2016-17. This is a $1.6 million increase from Fiscal Year 2015-16 estimated actual operating expenses of $15.2 million. In Fiscal Year 2016-17 Capital Improvement expenses are anticipated to be $15.1 million, and $107,200 is anticipated for vehicle, information technology, and equipment replacement.

LOW-MODERATE INCOME HOUSING ASSET FUND

The Low-Moderate Income Housing Asset Fund (LMIHAF) is a special revenue fund used to manage the housing programs and projects to increase affordable housing opportunities for the City's lower income households. The fund is administered by the City's Community Development Department, and is funded primarily by revenues generated from the housing assets transferred by the former redevelopment agency.

In Fiscal Year 2016-17, revenues for the LMIHAF are anticipated at $1.3 million. This is lower compared to the $2.8 million budgeted in Fiscal Year 2015-16. The decrease in anticipated revenues is from the $1.3 million in HOME funds contributed to the Cornerstone Affordable Housing Project in Fiscal Year 2015-16. Additionally, approximately $1.0 million in Housing In-Lieu and Successor Agency funds will be contributed towards the Housing Authority development and revitalization projects.

Housing administrative expenditures are anticipated at $208,853 in Fiscal Year 2016-17. This is higher compared to Fiscal Year 2015-16 estimated actual expenditures of $111,991. The increase is primarily due to legal and other professional services necessary to conduct analysis and negotiate terms for potential Housing Authority projects. In Fiscal Year 2016-17, housing project expenditures are anticipated to be $3.9 million for the acquisition and rehabilitation of multi-family residential properties.

Other City Funds

SPECIAL REVENUE FUNDS

Gas Tax and Transit (TDA)
Gas Tax funding is used for street maintenance operating costs, and TDA funding is proposed for qualifying bus shelters and related transit expenditures including rehabilitating the pavement along heavily-traveled bus routes. Expenditures are proposed at $2.4 million and $550,612 respectively.

Federal and State Asset Forfeiture
This fund accounts for police asset forfeiture revenues and expenditures. Expenditures for law enforcement equipment and facility needs in the amount of $132,770 is proposed.

Local Public Safety
This fund accounts for allocation of the state's sales tax revenue (Proposition 172) to be used for public safety, including police and fire protection. Total funding in the amount of $336,488 is proposed for Fire Department capital outlay ($111,348), Police Department capital outlay ($65,140), and four School Resource Officer (SRO) positions when the Grossmont Union High School District is out of session ($160,000).

Federal, State, and Local Grants
Proposed expenditures of $905,699 are funded with carryover grant funds and anticipated revenues from multiple granting agencies. These other grant funds include the California Beverage Container Recycling Grant, $169,120; State Citizens Option for Public Safety (COPS), $189,650; Homeland Security Grants, $65,954; Indian Gaming Grants for road improvements, traffic monitoring stations, emergency vehicle replacement program and portable radio replacement, $38,723; and miscellaneous public safety grants from multiple sources, $442,252.

Recreation
The Recreation special revenue fund is comprised of revenues and expenditures for user paid programs, fund-raising activities, and student grant funding. Proposed expenditures of $555,834 will be funded through fees and donations.

Emergency Medical Services
This fund accounts for paramedic services, funded by service charges, benefit assessments, and General Fund subsidy. These services will be transferred to an external service provider beginning this fiscal year; however, residual and transitional expenditures are anticipated to be $2.9 million in Fiscal Year 2016-17.

Community Development Block Grant (CDBG) and HOME
New grant expenditures are budgeted at $1.2 million and $446,073, respectively, in addition to rebudgeted carryover funds. The significant programs and projects to be funded by CDBG include the Housing Rehabilitation Program for mobile homes,

neighborhood park Improvements, ADA Curb Ramps Program, a minor rehabilitation program for single-family homes, support of several public facilities and services programs, and CDBG administration. HOME funds will be used for various programs including the housing programs pool of funds for First Time Homebuyer and Rehabilitation Loan Programs, CHDO set-aside, and HOME administration.

INTERNAL SERVICE FUNDS

Internal service funds are used to account for the financing of goods or services provided by one fund, or department, to other funds or departments, on a cost-reimbursement basis. The City operates five internal service funds. Annual utilization and amortized costs are charged to user departments/activities in accordance with replacement schedules, servicing needs, and insurance liability.

Fund/Activity	**FY 2016-17 Preliminary Budget**
Vehicle/Equipment Maintenance	$ 2,643,669
Vehicle/Equipment Replacement	855,900
Self-Insurance	1,624,311
Technology Replacement	975,535
Other Post-Employment Benefits	1,465,000

CITY OF EL CAJON FIVE-YEAR BUSINESS PLAN
FISCAL YEAR 2016-17 UPDATE

The Five-Year Business Plan is used to evaluate and update revenue and expenditure assumptions for the General Fund and other funds based on current economic conditions. Long-range forecasting can reveal imbalances not apparent today, providing time to take corrective action in a proactive way. Accordingly, financial planning is central to how the City is governed and managed. This long-range financial forecast is not intended as a budget, but as a decision-making tool.

The purpose of the plan is to assist City staff in making better business decisions by assessing mid-term and long-term financial implications of current economic conditions and proposed obligations, policies, programs, and assumptions. As such, the Five-Year Business Plan is an important tool in preparation of the upcoming budget. The plan represents the opportunity to take a broad view of the City's operating finances before considering the details of the Annual Budget.

Economic Outlook

The economic outlook for the county, state, and nation are taken into consideration when updating the Five-Year Business Plan. The economy continued to improve during 2015, and growth is expected to continue at a steady pace.

University of San Diego Professor Alan Gin publishes a highly respected monthly index that measures and reflects on the direction of the San Diego economy. The most recent report was issued on February 29, 2016. In this report, he anticipates:

> Positive growth in the local economy for 2016, although somewhat slower than in 2015. Boosting the economy will be low gas prices and relatively low interest rates. Also, the strong job growth in 2015 will provide some momentum, as more employment means more income, which leads to more spending, which in turn leads to even more employment. On the downside is turmoil and weakness in the global economy.

The UCLA Anderson Forecast, in a December 2, 2015 press release, made the following comments regarding California's economy.

> The current forecast is for continued steady gains in employment through 2017. The increase in U.S. growth rates will continue to fuel the local economy, leading to a steady decrease in the unemployment rate in California over the next two years. Anderson economists expect California's unemployment rate to be insignificantly different from the U.S. rate at 4.9% by the end of the forecast period. The forecast calls for a 2015 total employment growth of 2.6% and for 2016 and 2017 the forecast is for 2.1% and 1.4%. Payrolls will grow… at about the same rate. Real personal income growth is estimated to be 4.3% in 2015 and forecast to be 3.4% and 3.2% in 2016 and 2017, respectively.

In that same press release cited above, the UCLA Anderson Forecast addressed the national economy with the following comments.

> Ongoing job growth and expected wage increases will drive consumption in 2016 leading to the first year of greater than 3.0% growth in real GDP since 2005. The higher wages, along with a modest rebound in oil prices and higher housing costs, will push the inflation rate above 2.0%, leading the Fed to begin a gradual tightening cycle beginning this month. Economic strength will be found in housing and commercial construction along with a booming automobile market. The collapse in oil related capital spending will come to an end next year and defense spending will be increasing after five years of decline.

The Federal Open Market Committee made the following comments March 16, 2016.

> Information received since the Federal Open Market Committee met in January suggests that economic activity has been expanding at a moderate pace despite the global economic and financial developments of recent months. Household spending has been increasing at a moderate rate, and the housing sector has improved further; however, business fixed investment and net exports have been soft. A range of recent indicators, including strong job gains, points to additional strengthening of the labor market. Inflation picked up in recent months; however, it continued to run below the Committee's 2 percent longer-run objective, partly reflecting declines in energy prices and in prices of non-energy imports.

Other Sources of economic information, such as the Bureau of Labor Statistics and the Bureau of Economic Analysis, support the anticipation that the economy should continue to grow at a modest pace.

Legislative Outlook

The current legislative environment is relatively quiet in regards to actions with significant financial impact. However, like many municipalities in the State of California, the City of El Cajon is engaged on the subject of moving to district elections. This issue has a direct impact on election costs, as well as costs to the districting process itself, but the largest potential costs are legal challenges which are currently unknown.

Other Considerations

CalPERS employer contribution rates, and the City's unfunded pension liability, still represent one of the biggest challenges for many years to come. As of the most recent actuarial assumption, projected employer contribution rates are expected to increase as illustrated in the table below.

Plan	New Rate	Projected Future Employer Contribution Rates				
	2016-17	2017-18	2018-19	2019-20	2020-21	2021-22
Safety	49.811%	53.4%	57.0%	60.6%	61.6%	62.6%
Miscellaneous	37.760%	40.5%	43.2%	46.0%	46.9%	47.7%

Assumptions Utilized in the Five-Year Business Plan

The Five-Year Business Plan is based on a number of assumptions regarding the future. These assumptions are detailed below.

General Fund Revenue Assumptions

1. Revenue projections are based on the anticipated Fiscal Year 2015-16 revenues as determined in the mid-year analysis, as well as the most recent data available.
2. Sales tax revenue projections are based on estimates provided by the City's sales tax consultant/analyst. These estimates were updated based on information from the 3rd quarter sales tax information.
3. Property tax revenues are projected to grow by 2.0% annually.
4. Franchise fees from SDG&E, Waste Management, Cox Communication, and AT&T are projected to increase 2.0% annually.
5. Ongoing residual revenue distribution resulting from the dissolution of the redevelopment agency, net of expenses, is conservatively projected based on experience.
6. Assumes most other revenues to grow 2.0% annually.
7. Anticipates *no* revenue reductions to aid in balancing the State's budget.

General Fund Expenditure Assumptions

1. Salary and wages are projected using negotiated rates where available, and assumes 2.0% growth where applicable.
2. Overtime expenditures are projected without increase.
3. Pension related costs are projected based on rates provided by CalPERS as part of the actuarial valuations.
3. Assumes Workers Compensation Insurance rates increase slightly higher than the inflation assumptions.
4. Anticipates a final General Fund subsidy for the EMS operational costs in Fiscal Year 2017 as the City transitions to an external service provider.
5. Contributions to the Vehicle/Equipment Replacement Fund, IT Replacement Fund, and Capital Improvement Project Fund projected at recommended annual contribution levels.
6. Maintains the Council contingency at $100,000 per year.
8. Materials and Supplies expenditure growth is projected at 2.75% annually.

Projection Limitations

Projections are designed to anticipate future performance based on past results, but unforeseen events can dramatically impact anticipated results. Projections should therefore be used as a planning tool and to identify structural flaws. The mitigation of these unforeseen events takes place during the annual budget process and the daily operation of the organization.

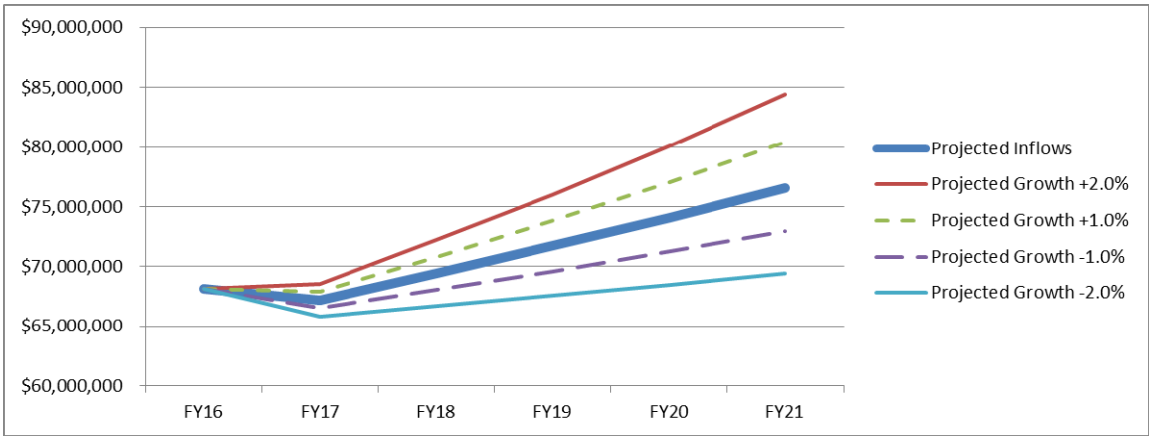
General Fund Projection Results

Once these assumptions are taken in account, and weighed alongside objective information, a picture of anticipated results emerges. The overall conclusion is that revenue growth is likely to be slow and steady over the next five years, and offset by expenditure growth. The impact of unforeseen events may have much bigger impacts that what is anticipated here. The information presented below indicates the starting point from which adjustments can be made during the annual budget process to ensure balanced budgets going forward.

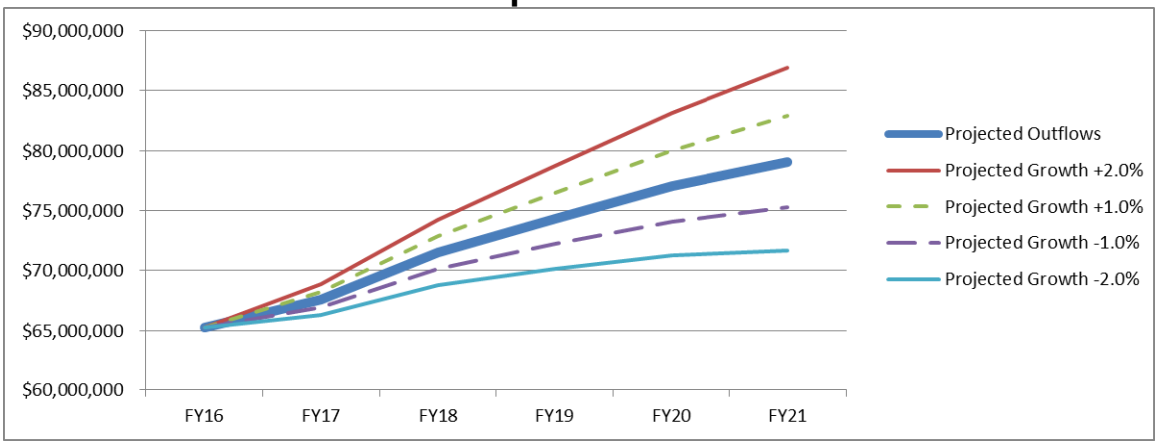
Summary of Projected General Fund Activity

Fiscal Year	Projected Inflows	Projected Outflows	Change in Fund Balance
FY16	$68,179,690	$65,242,411	$ 2,937,279
FY17	67,223,304	67,591,482	(368,178)
FY18	69,430,481	71,499,714	(2,069,233)
FY19	71,718,173	74,345,655	(2,627,482)
FY20	74,109,343	77,014,732	(2,905,388)
FY21	76,592,065	79,007,395	(2,415,330)

General Fund Total Revenues and Sources of Funds



General Fund Total Expenditures and Uses of Funds



Fund Balance

City Council Policy B-12, Fund Balance, establishes a policy that will ensure the City maintains adequate fund balance and reserves to provide sufficient cash flow for daily needs, secure and maintain investment grade bond ratings, offset significant economic downturns and revenue shortfalls, and provide funds for unforeseen expenditures related to emergencies.

In accordance with the Policy, the General Fund, Fund Balance is currently segregated into an operating reserve, an economic uncertainty reserve, an unfunded pension obligation reserve, and a carryover reserve. The purpose for each of these reserves is discussed more fully below.

Operating Reserve – The Operating Reserve is recomputed annually at 20% of expenditures and is maintained each year. The Operating Reserve serves the following essential purposes:

1. Provides cash flow to avoid borrowing (tax and revenue anticipation notes) during low cash periods (typically the first six-months of the fiscal year).

2. Provides interest-earning revenues to benefit the General Fund.

3. Serves as the single most important practice evaluated by credit rating agencies when rating a municipality.

4. Protects the City from unforeseeable circumstances such as:
    - Unexpected costs resulting from a national or local disaster.
    - A sudden worsening in the economy, such as the recent prolonged recession and existing effects.
    - Unanticipated external factors, such as litigation or negative actions of other governments.

Economic Uncertainty Reserve – This reserve is established for the purpose of stabilizing delivery of City services during periods of structural budget deficits and to mitigate the effects of major economic uncertainties resulting from unforeseen changes in revenues and/or expenditures.

Unfunded Retirement Obligation Reserve - This reserve was established in Fiscal Year 2010-11 in order to address the increasing unfunded liability and higher employer contribution rates. CalPERS conducts periodic evaluations of the actuarial assumptions and, after due consideration by its Board, modifies the assumptions based on actual experience.

Carryover Reserve – The Carryover Reserve is available for the following purposes, and, without mitigation, is expected to be significantly reduced over the course of the Five-Year Business Plan:

1. Allocating additional contributions to vehicle/equipment replacement, information technology replacement, and capital improvement projects for long-term fiscal sustainability.
2. Stabilizing delivery of City services during periods of operational budget deficits.
3. Mitigating the effects of major economic uncertainties resulting from unforeseen changes in revenues and/or expenditures.

Based on projections, the table below summarizes the impact on fund balance of anticipated activity over the next five years.

GENERAL FUND	FY2016-17	FY2017-18	FY2018-19	FY2019-20	FY2020-21
Projected Ending Fund Balance	$32,496,887	$30,427,654	$27,800,172	$24,894,783	$22,479,454

Guidelines for Fiscal Year 2016-17 Budget Development

Personnel changes (additions and/or reclassifications), if needed, must be offset by cost reductions or revenue enhancements.

Overtime must be limited to only covering vacancies and other staffing shortfalls.

Contain material, supplies, and services growth allowing for only inflation/cost increases where applicable.

Non-General Fund resources should be utilized as a first priority for capital needs.

RESOLUTION NO. 052-16

RESOLUTION OF THE CITY COUNCIL OF
THE CITY OF EL CAJON ADOPTING THE
FISCAL YEAR 2016-2017 ANNUAL BUDGET

WHEREAS, the City Council of the City of El Cajon has held a special meeting on June 14, 2016, to review the proposed 2016-2017 annual budget, and to accept public comments to the proposed budget; and

WHEREAS, the annual budget includes all City grants and annual capital improvement budgets; and

WHEREAS, copies of the budget have been provided on the City's website, at various City Hall locations and made available to the public.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF EL CAJON AS FOLLOWS:

The City Council does hereby approve and adopt the City of El Cajon budget titled *City of El Cajon Annual Budget 2016-2017*, incorporated herein by reference.

PASSED AND ADOPTED by the City Council of the City of El Cajon, California at a Regular Joint City Council/Housing Authority/Successor Agency to the El Cajon Redevelopment Agency Meeting held this 14th day of June 2016, by the following vote to wit:

AYES	:	Ambrose, Bales, Kendrick, McClellan
NOES	:	None
ABSENT	:	Wells
DISQUALIFY	:	None

ANTHONY AMBROSE
Mayor Pro Tem of the City of El Cajon

ATTEST:

BELINDA A. HAWLEY, CMC
City Clerk

I hereby certify that the above and foregoing is a full and true copy of Resolution No. 052-16 of the Resolutions of the City of El Cajon, California, as adopted by the City Council at the Regular Joint Meeting of the City Council/Housing Authority/Successor Agency to the Redevelopment Agency on the 14th day of June 2016.

_____
Belinda A. Hawley, CMC, City Clerk

RESOLUTION NO. 053-16

RESOLUTION APPROVING AND ADOPTING THE
ANNUAL APPROPRIATIONS LIMIT FOR
FISCAL YEAR 2016-2017

WHEREAS, Article XIII (B) of the State Constitution places various limitations on the appropriations of the state and local governments; and

WHEREAS, Article XIII (B) provides that the appropriations limit for the fiscal year 2016-2017 is calculated by adjusting the appropriations of the fiscal year 2015-2016 for changes in the price and population; and

WHEREAS, the information necessary for making these adjustments is attached in Exhibit "A," and made a part hereof; and

WHEREAS, the City of El Cajon has complied with all of the provisions of Article XIII (B) in determining the appropriations limit for fiscal year 2016-2017.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF EL CAJON AS FOLLOWS:

That the appropriations subject to limitations in fiscal year 2016-2017 shall be $145,976,056 for the City of El Cajon.

PASSED AND ADOPTED by the City Council of the City of El Cajon, California at a Regular Joint City Council/Housing Authority/Successor Agency to the El Cajon Redevelopment Agency Meeting held this 14th day of June 2016, by the following vote to wit:

AYES	:	Ambrose, Bales, Kendrick, McClellan
NOES	:	None
ABSENT	:	Wells
DISQUALIFY	:	None

ANTHONY AMBROSE
Mayor Pro Tem of the City of El Cajon

ATTEST:

BELINDA A. HAWLEY, CMC
City Clerk

I hereby certify that the above and foregoing is a full and true copy of Resolution No. 053-16 of the Resolutions of the City of El Cajon, California, as adopted by the City Council at the Regular Joint Meeting of the City Council/Housing Authority/Successor Agency to the Redevelopment Agency on the 14th day of June 2016.

Belinda A. Hawley, CMC, City Clerk

EXHIBIT "A"

DETERMINATION OF 2016-2017 APPROPRIATIONS LIMIT
CONSTITUTIONAL SPENDING LIMITS

Article XIII (B) of the California Constitution provides that the City's annual appropriations be subject to certain State limitations. This appropriations limit is often referred to as the Gann Limitation. The City's limitation is calculated each year and is established by a resolution of the City Council as a part of the Annual Operating Budget.

The Article XIII (B) limitation for Fiscal Year 2016-2017 is $145,976,056. The Gann spending limitation is calculated by taking the prior year's limitation of $137,464,416 and adjusting it by the growth factor in the California Per Capita Personal Income and change in the population within the County of San Diego.

The Article XIII (B) limitation is not a restricting factor for the City of El Cajon due to the population growth during the past several years.

Basic References:

(1) City of El Cajon Resolution No. 055-15 (established 2015-2016 appropriations limit)

(2) Article XIII (B), State Constitution, as implemented by SB 1352 of 1980 and amended by Proposition 111 and SB 88 of 1990

(3) "Price and Population Data for Local Jurisdictions," Department of Finance, State of California, May 2015

Raw Data:

California per Capita Personal Income	Non-Residential New Construction	Population Growth County of San Diego	Population Growth City of El Cajon
5.37%	*	.78%	.43%

CORRECTED APPROPRIATIONS LIMIT 2015-2016 $137,464,416

Calculation:

2016-2017 1.0537 x 1.0078 = 1.0619189 x $137,464,416 $145,976,056

* Unavailable at this time.

ANALYSIS

The State Constitution (Article XIIIB) specifies that the Appropriation Limit restricts the amount of revenue that can be appropriated. Not all revenues are restricted by the Limit, only those that are "proceeds of taxes". The majority of the major General Fund revenue sources (Sales Tax, Property Tax, Business Taxes) are classified as proceeds of taxes, and are, therefore, subject to the Limit.

In addition, proceeds of taxes may be spent on several types of appropriations that do not count against the Limit. The law allows a city to spend tax proceeds on voter-approved debt, costs of complying with court orders and federal mandates, with certain restrictions, and expenditures for qualified capital outlay. Appropriations for these excludable categories do not count against the Limit.

The following is a summary of estimated appropriations subject to limit.

Total Budgeted Appropriations (in millions):	155.7
LESS:	
Debt Service Transactions	0.5
Capital Project Transactions	48.8
Net Appropriations subject to Limit	106.9
FY 2015-16 Appropriations Limit	145.9
Under Limit by	39.0

The City of El Cajon remains well within its appropriations limit in Fiscal Year 2016-17. The City's appropriations subject to the Appropriations Limit totals just 74% and is well below the limit. Given the size of this gap, it is unlikely that the City will exceed the Appropriations Limit in the upcoming years without significant changes to the City's tax structure. Historical data follows:

Fiscal Year	Beginning Limit	Population Factor	Per Capita Income Factor	Ending Limit
2006-07	95,816,243	1.0094	1.0396	100,546,883
2007-08	100,546,883	1.0122	1.0442	106,271,922
2008-09	106,271,922	1.0134	1.0429	112,316,122
2009-10	112,316,122	1.0126	1.0062	114,436,439
2010-11	114,436,439	1.0141	0.9746	113,102,323
2011-12	113,102,323	1.0072	1.0251	116,775,968
2012-13	116,775,968	1.0091	1.0377	122,281,146
2013-14	122,281,146	1.0080	1.0512	129,570,276
2014-15	129,570,276	1.0123	0.9977	130,862,313
2015-16	130,862,313	1.0118	1.0382	137,464,416
2016-17	137,464,416	1.0078	1.0537	145,976,056
2017-18*	**145,976,056**	**1.01**	**1.03**	**151,858,891**
2018-19*	**151,858,891**	**1.01**	**1.03**	**157,978,804**
2018-19*	**157,978,804**	**1.01**	**1.03**	**164,345,350**

***Estimated**

CITY OF EL CAJON
FISCAL POLICY

I. FINANCIAL STRUCTURE

Basis of Accounting

The government-wide, proprietary, and fiduciary fund financial statements use the economic resources measurement focus and the full accrual basis of accounting. Revenues are recorded when earned, and expenses are recorded at the time liabilities are incurred, regardless of when the related cash flows take place.

Governmental funds are reported using the current financial resources measurement focus and the modified accrual basis of accounting. Under this method, revenues are recognized when measurable and available. The City considers all revenues in the governmental funds to be available if collected within sixty days after year-end. The primary revenue sources susceptible to accrual are taxes and earnings on investments.

Expenditures are recorded when the related liability is incurred, except for principal and interest on general long-term debt, claims and judgments, and compensated absences, which are recognized as expenditures to the extent they have matured. General capital asset acquisitions are reported as expenditures in governmental funds. Proceeds of long-term debt and acquisitions under capital leases are reported as other financing sources. The City allocates certain indirect expenses incurred by the general government activity to those activities that benefit.

Fund Descriptions

The City of El Cajon's budget is organized on the basis of funds and account groups, each of which is considered a separate accounting entity with a self-balancing set of accounts. Government resources are allocated to and expenses accounted for in individual funds based upon the purposes for which they are to be spent and the means by which spending activities are controlled. All funds' budgets lapse at the end of the adoption cycle.

The City's funds are generally classified in accordance with the City's basic financial statements, prepared in accordance with generally accepted accounting principles. The following types of funds are used by the City:

GENERAL FUND - This is the City's primary operating fund. This fund accounts for all financial resources except those required to be accounted for in another fund. The fund will continue to exist indefinitely.

PROPRIETARY (ENTERPRISE) FUNDS - Enterprise Funds are used to account for activities where fees are charged to external users for goods or services.

Wastewater - This fund accounts for the sanitary sewer disposal and maintenance of the City's sewer lines and related facilities. It is a self-supporting activity that provides services on a user charge basis to residences and businesses.

SPECIAL REVENUE FUNDS - Special Revenue Funds are used to account for the proceeds of specific revenue sources that are restricted to expenditures for specific purposes.

Gas Tax - This fund accounts for state funds for preventive maintenance and repair of qualifying city streets.

Emergency Medical Services - This fund accounts for paramedic services, funded by service charges, benefit assessments and General Fund subsidy. Ambulance services were recently contracted to an outside service provider. As a result, activity in Fiscal Year 2016-17 is primarily related to residual activity, as well as costs related to transitioning to the new service model. Because of the subsidy from the General Fund, this fund is consolidated as part of the General Fund in the City's Basic Financial Statements in the Comprehensive Annual Financial Report.

Transit - This fund accounts for transit monies received under the Transportation Development Act.

Local Public Safety - This fund accounts for allocation of the state's sales tax revenue (Proposition 172) to be used for public safety, including police and fire protection.

Federal/County Asset Forfeiture - This fund accounts for police asset forfeiture revenues and expenditures.

Recreation Special Programs - This fund accounts for expenditures and revenues for "user pay programs" and fund-raising activities.

Federal, State and Local Grants - These funds account for various federal, state and local grants.

CDBG (Community Development Block Grants**)** - This fund accounts for federal grants for municipal improvements and community services.

HOME Program -This fund accounts for federal grants to support local affordable housing initiatives under the Home Investment Partnership Program.

El Cajon Housing Authority Low-Moderate Income Assets Fund - This fund accounts for the housing assets received from the former El Cajon Redevelopment Agency, in accordance with AB1484. These assets will be used to increase affordable housing opportunities within the City.

CAPITAL PROJECTS FUNDS - Capital Projects Funds are used to account for financial resources to be used for the acquisition or construction of major capital facilities. (Other than those financed by proprietary funds and fiduciary funds.)

City Capital Improvement Program - This fund was established to account for repairs, improvements and the preservation of City owned facilities and equipment, additional public buildings and the acquisition of land.

Public Works Transportation Projects – This fund was created to account for research, planning, construction, improvement, maintenance and operation of public streets and highways and their related public facilities for traffic funded with TransNet, Specific Street Obligations, Gas Tax, Highway Safety Grants, and other transportation related funding.

Parks and Recreation Improvement Grants - This fund was established to account for state grants to repair and improve City recreational facilities.

Parks Impact Fees - This fund was established to account for City financed park and recreational improvements funded with park impact fees.

Public Safety Facility – This fund was established for expenditures and to account for the proceeds resulting from the ½-cent sales tax increase for ten years authorized by Proposition O, as approved by the voters in November 2004. Expenditures in this fund are restricted for the construction of new public safety facilities including an animal shelter, as well as upgrades to existing fire facilities.

INTERNAL SERVICE FUNDS - Internal Service Funds are used to account for the financing of goods or services provided by one fund, or department, to other funds or departments, on a cost-reimbursement basis.

Vehicle Maintenance **-** This fund accounts for maintenance and fueling of the City's automotive equipment.

Vehicle and Equipment Replacement - This fund accounts for the funding and replacement of the City's automotive equipment.

Self-Insurance - This fund accounts for liability and property insurance premiums, payment of claims and to establish reserves against future claims.

Information Technology Replacement - This fund accounts for the acquisition and replacement of the City's I.T. equipment.

Other Post-Employment Benefits – This fund accounts for post-employment benefits of the City including annual required contribution in accordance with GASB Statement 45 and annual conversions of vacation and sick leave. Funding allocation proration based on budgeted salary expenditures.

II. BUDGET POLICIES AND PROCEDURES

El Cajon Municipal Code Section 2.04.140 states the City Manager shall prepare and submit to the City Council its annual budget.

Budget Basis

The City prepares its budget in accordance with the basis of accounting (see Section I - Financial Structure).

Encumbrances - Encumbrance accounting, under which purchase orders, contracts and other commitments for the expenditure of monies are recorded in order to reserve that portion of the applicable appropriation, is employed as an extension of formal budgetary integration. Encumbrances outstanding at year-end are reported in the Notes to the Financial Statements.

Operating Budget Preparation - The City uses the following procedures in establishing the annual budget. Between September and January of the previous year, the Five-Year Business Plan and Mid-Year Report are prepared. These documents are prepared and presented to the City Council to obtain a better understanding of the state of the City's finances and to receive policy direction for preparation of the upcoming annual budget. In February, budget preparation instructions are prepared and provided to all departments. Department Directors start the annual operating budget process of preparing year-end revenue estimates for Fiscal Year 2015-16 and projecting revenue estimates for the upcoming Fiscal Year 2016-17. Estimates submitted are those for which the department charges fees or receives revenues from other organizations or governments. All tax revenues and other revenues general to the City are prepared by the Finance Department. Departments are also responsible for projecting expenditures through the end of the current Fiscal Year (2015-16) and requesting expenditure appropriations for the Fiscal Year 2016-17 (see calendar found elsewhere in document). Departments provide personnel allocations and the Finance Department calculates resultant salary and benefit personnel costs. The City Manager, upon receipt and review of budget submittals from departments formulates and presents the preliminary budget to the City Council in early June for the upcoming fiscal year. Open workshop(s) review meetings are held by the City Council. A public hearing is held prior to budget adoption. The City Council adopts the budget by June 30 through passage of an adopting resolution. The Fiscal Year 2016-17 Budget is legally adopted for the City and Housing Authority prior to the July 1, 2016, implementation date.

Annual Budget Development
The budget is prepared utilizing the following guidelines:

Balanced Responsible Budget - The budget will be balanced with a long-range perspective on what is good for the organization and community. One-time revenue adjustments, surplus drawdowns or accounting adjustments will be clearly identified to address financial shortages. The rewards of maintaining fiscal integrity in the face of budget stress far outweigh the consequences of inaction. It is important to understand that this policy is applied to the budget over periods of time extending beyond current appropriations. By law, budgets cannot exceed available resources, defined as revenues generated in the current period added to balances carried forward from prior years. Temporary shortages, or operating deficits can and do occur, but they are not to be continued as extended trends.

Multi-year Financial Forecasting - The city will annually prepare a *Five-Year Business* (operations) *Plan*. The plan will enable the city to anticipate potential budget stress that results from projected revenue and expense imbalances, providing information to take corrective action before budgetary gaps develop into crisis. The assumptions used in developing the Plan will serve as guidelines in development of the subsequent annual budget.

Conservative Revenue Estimates - Revenue estimates are based on historical trends, current position, and the economic forecasts. As a prudent policy, estimates will be conservative.

Maintains the Integrity of the Various Funds - The City's General Fund needs to be self-supporting, as do the enterprise fund and special revenue funds. The objective is to have a budget that does not borrow from one fund to feed another. Where fund transfers are made, they need to be based on logical financial policy and not for the sake of expedience. The City will maintain compliance with legal revenue restrictions for each fund.

Fund Balance - The City Council adopted Council Policy B-12, Fund Balance, in 2011. The policy establishes as Committed Fund Balance the General Fund's long-standing operating reserve established as 20% of annual expenditures which serves two purposes: (1) To provide General Fund cash flow between July and December when expenditures typically exceed revenues, and (2) To serve as a reserve against unexpected events or risks outside the City's control. This amount is computed by the City Manager or designee and approved by the City Council each year in conjunction with the adoption of the annual budget. Additionally, Council Policy B-12 designates the City Manager as the official who has the authority to establish, modify, or rescind a fund balance assignment. Such assignments are identified in the Preliminary Budget and adopted by the City Council in the Final Budget.

Sewer and Ambulance Fees and Rates - The City will attempt to set sewer fees and rates at levels which cover direct and indirect costs. Ambulance (Emergency Medical Services) costs will be separated from fire operations and reflect both

direct and indirect costs. As necessary, General Fund support will be appropriated in the annual budget for ambulance costs in excess of fees charged.

Fees And Charges - Recipients of services that provide specific benefits to individuals, rather than the general public, will be responsible for payment of direct and indirect costs associated with the service provided. At appropriate intervals, the City Council will evaluate services for which fees are charged to insure they are cost covering. The Council may establish tax support for certain fees.

Financial Reporting - The City will establish and maintain effective financial management systems for reporting annual financial results, and monitoring budgetary developments as they occur during the fiscal year.

Debt Financing - The City will confine long-term borrowing to capital improvements or projects, which cannot be financed from current revenues. Generally, projects financed by issuing bonds will be paid back within a period not to exceed the expected useful life of the project. Long-term debt will not be used for current operations. The City will plan the issuance of new debt to occur when resources are available to pay for the projected debt service obligation.

Full Service Costing - To the extent administratively feasible, full cost accounting, breaking out and charging benefits and administrative overhead costs will be utilized.

Accounting & Auditing - The City will establish and maintain a high standard of accounting practices. The City's financial informational infrastructure will conform to and be classified according to *Generally Accepted Accounting Principles* (GAAP) for governmental accounting. The Comprehensive Annual Financial Report (audit), budget, financial reports, and interim financial reports will all conform to this standard format.

Capital Project Expenditures

Capital improvement projects are appropriated in the annual budget, and represent the purchase or repair of public buildings or infrastructure, requiring an expenditure exceeding $10,000 and having a useful life expectancy of five or more years. Capital Improvement Funds have been established for public facilities, parks, wastewater, streets, economic development, housing, and other special projects. These projects may be funded from resources of the fund or by transfer from another fund.

Budget Revisions

Any budget modification resulting in a fund appropriation increase requires City Council approval. The City Manager has the authority to transfer appropriations between departments within a fund. Department Directors, with the concurrence of the City Manager, are authorized to transfer budgeted appropriation amounts within their departments within a fund. Transfers of appropriations between funds may only be made by authority of the City Council.

Cost Allocation

Overhead accounting provides for cost allocation of administrative and support service costs to service providing organizations (community development, public safety, public works, parks, and recreation). Allocation is based on different methods in unison or in combination, including expenditure budget amount, FTE's (full time equivalent) employees and facility square footage. A weighting of overhead charges is further broken out for operational costs verses CIP. This service enables the City to determine the full cost of program budgeting and to recapture General Fund costs expended in contracting with outside agencies and in serving other funds of the City.

For those services that recapture cost through charging fees, the overhead module provides data that enables full cost recovery accounting. The analysis of this data determines the percent of tax and fee support for each activity. A summary "Cost Center Budgeting" table follows the budget financial tables.

Proposition 218 and Proposition 26

In 1996, the voters of California implemented Proposition 218, titled Right to Vote on Taxes Act, with an implementation date of July 1, 1997. Proposition 218 added Article XIII-C (Voter Approval for Local Tax Levies) and Article XIII-D (Assessment and Property Related Fee Reform) to the California Constitution. The points of the initiative follow:

- Limits authority of local governments to impose taxes and property related assessments, fees, and charges.

- Requires majority of voters approve increases in general taxes and reiterates that a two-thirds vote must approve special taxes.

- Assessments, fees, and property related charges (other than those for sewer, water, and refuse collection services) must be submitted to property owners for approval or rejection, after notice and public hearing.

- Assessments are limited to the special benefit conferred.

- Fees and charges are limited to the reasonable cost of providing the service and may not be imposed for governmental services generally available to the public.

Then in November 2010, the voters approved Proposition 26, the "Supermajority Vote to Pass New Taxes and Fees Act." Proposition 26 amended parts of Articles XIII-A and XIII-C of the California Constitution. The effect of Proposition 26 is that it may require new fees or existing fees that are extended or increased, to be classified as special taxes requiring two-thirds approval of local voters. There are seven categories of exceptions applicable to local government and the vast majority of fees that cities would seek to adopt will most likely fall into one or more of these exemptions. The local provisions of Proposition 26 only apply to fees imposed, extended, or increased after November 3, 2010.

The City is in compliance with Proposition 218 and Proposition 26 requirements.

III. DEBT ADMINISTRATION

In June 2009, the El Cajon Public Financing Authority issued revenue bonds for $25.2 million for the construction of the El Cajon Public Safety Center. The Bonds are special obligations of the Authority payable from revenue consisting primarily of lease payments payable by the City under a lease agreement between the Authority, as lessor, and the City as lessee. The Bonds matured on August 1, 2015, and the final principal and interest payments were made in Fiscal Year 2015-16.

The City had a note payable with HUD under Section 108, which was scheduled to mature in August 2019. This note payable was an advance on future CDBG grants for the acquisition of a fire engine ladder truck. However, the City paid the total balance due in Fiscal Year 2015-16.

The City of El Cajon utilizes funding from the Clean Water State Revolving Fund loan program for the construction of the Johnson Avenue Sewer Relief Project. At the completion of the project, up to $2.0 million of the debt may be forgiven if certain conditions are met. As of the end of Fiscal Year 2015-16, the City has an estimated outstanding balance of $5.8 million and the first repayment of $500,000 from the Wastewater Enterprise fund in Fiscal Year 2017.

Current obligations of the City include compensated absences and an obligation of the Wastewater Fund (an Enterprise Fund) that relates to an agreement with the City of San Diego Metropolitan Wastewater Department (SDMWD) for costs incurred on behalf of the City of El Cajon.

The City has entered into several operating lease agreements in the conduct of its day-to-day operations to provide for services. None are considered significant.

The total outstanding bonded debt of the City is within the legal limitations imposed by the State law. The City is bound by provisions of State law limiting its total indebtedness to 15 percent of the total assessed valuation of property within the City. Based on the City's total assessed valuation of $7.6 billion, El Cajon's legal debt limit for 2014-15 was $1.1 billion. At June 30, 2015, the City's total outstanding bonded debt was at 0.68% of its legal debt limit.

Summary of changes for long-term liabilities for fiscal year ended June 30, 2015:

	Beginning Balance	Additions	Deletions	Ending Balance	Due Within One Year
GOVERNMENTAL ACTIVITIES					
Compensated absences	$ 6,346,284	$ 3,691,108	$ (3,488,243)	$ 6,549,149	$ 3,599,700
Claims payable (note K)	1,885,283	425,580	(425,580)	1,885,283	400,000
Revenue bond	15,125,000	-	(7,415,000)	7,710,000	7,710,000
Bond issuance premium	192,498	-	(128,330)	64,168	64,168
Note payable	337,000	-	(57,000)	280,000	57,000
Total governmental activities	$ 23,886,065	$ 4,116,688	$ (11,514,153)	$ 16,488,600	$11,830,868
BUSINESS-TYPE ACTIVITIES					
Compensated absences	$ 353,738	$ 279,367	$ (231,364)	$ 401,741	$ 262,800
CA State Water Resources	-	2,623,376	-	2,623,376	-
SD Metro Wastewater System	9,858,817	-	-	9,858,817	-
Total business-type activities	$10,212,555	$ 2,650,743	$ (231,364)	$ 12,883,934	$ 262,800

IV. RISK MANAGEMENT

Worker's Compensation Insurance

The City participates in CSAC Excess Insurance Authority's (CSAC EIA) programs for both primary and excess coverage. The primary coverage covers the first dollar to $125,000; the excess layer covers losses up to the statutory limit. York Risk Management is the City's third party administrator. Loss control services are obtained on an as needed basis.

Liability Insurance

The City is self-insured for liability insurance through CSAC EIA with a self-insured retention (SIR) of $250,000. The employment practices liability SIR is $500,000. The excess liability policy limit is $15,000,000. The Director of Administrative Services/Risk Manager administers claims against the City.

Property Insurance

For property insurance, the City participates in the Public Entity Property Insurance Program (PEPIP). PEPIP is a joint purchase program with current coverage for all risks up to $1,000,000,000 and a $50,000 deductible for most losses.

EL CAJON

The Valley of Opportunity

Incorporated 1912

CITY OF EL CAJON

2016-17 Budget Preparation Schedule

DATES	ACTIVITY	RESPONSIBILITY
02/01/16	Distribution of guidelines, Fiscal Policy, Budget Instructions, Calendar, forms & Budget Revenue and Budget Expenditure Work Sheets.	Finance
02/01/16 - 03/04/16	Preparation of all budget work sheets, forms and, Requests for capital, CIP, and personnel changes	Departments
02/19/16	**ALL PERSONNEL FORMS DUE**	Departments
02/24/16	**ALL EXPENDITURE/REVENUE ESTIMATES DUE**	Departments
03/04/16	**ALL BUDGET DOCUMENTS DUE** Supplies and Services, and all other forms Narratives are not due until 04/01/16	Departments
02/19/16 – 03/11/16	Personnel cost distribution and distribution of internal service and overhead/support service charges.	Finance
03/11/16 – 03/18/16	Department review of completed budget preparation worksheets. **Advise Finance of any number changes to budget.**	Departments
04/01/16	**ALL BUDGET NARRATIVES DUE**	
03/28/16 – 04/01/16	Preparation of revenue, expenditures and fund balance tables and meeting with City Manager.	Finance
04/04/16 – 04/08/16	City Manager budget review with Department Directors.	City Manager Department Directors Finance
04/08/16	**ABSOLUTE DEADLINE FOR MAKING FURTHER NUMBER CHANGES!**	
04/08/16 – 04/17/16	Budget balancing and compiling	Finance
04/18/16 – 04/29/16	Budget proofing/review for departments.	Departments
04/29/16	**FISCAL COMMENTS ARE DUE**	Departments
05/02/16 – 05/13/16	Preliminary budget preparation and printing	Finance
05/17/16	Deliver budget to Council.	Finance
05/24/16	City Council Advisory Meeting	City Council
06/14/16	(if needed) City Council Advisory Meeting	City Manager Departments
06/14/16	Budget review/public hearing and adoption.	City Council

FUND RESPONSIBILITIES BY DEPARTMENT

CITY ATTORNEY
General Fund

CITY CLERK
General Fund

CITY MANAGER
General Fund
Public Safety Facility (Prop O)
Indian Gaming Grant

COMMUNITY DEVELOPMENT
General Fund
CDBG Program
HOME Program
Housing Authority
Housing in Lieu Fund
Successor Agency

FINANCE
General Fund
Wastewater
Post Retirement Benefits

FIRE
General Fund
Emergency Medical Services
Federal, State & Local Grants
Local Public Safety (Prop 172)

ADMINISTRATIVE SERVICES
General Fund
Self Insurance
Information Technology Replacement

RECREATION
General Fund
Recreation Special Revenue

POLICE
General Fund
Federal Forfeiture & Seized Assets
State Forfeited Assets
Federal, State & Local Grants
Local Public Safety (Prop 172)

PUBLIC WORKS
General Fund
Wastewater
Gas Tax
Transit
Federal, State & Local Grants
Transnet
Traffic Congestion Relief
City Improvement Program
Park Improvement Projects Fund
Public Works Transportation Projects
Vehicle & Equipment Maintenance
Vehicle & Equipment Replacement

City of El Cajon
Fiscal Year 2016-17
Major Revenue Estimates

Presented here is an overview of the noteworthy revenues this fiscal year. A significant amount of time is spent mid-year while preparing the Five-Year Business Plan and on analyzing current and future trends. A copy of the Five-Year Business Plan is included in this document as an attachment to the Budget Message. Source data for this section is derived from internal and external subject matter experts. MuniServices, LLC primarily provides a revenue enhancement audit program for sales taxes including monitoring, analyzing, and forecasting revenues. PFM Asset Management LLC offers investment advice and highlights economic trends and potential concerns. Economic indicators are reviewed regularly with the information provided by area economists, County and State agencies, as well as national sources. Internally, the number of new businesses and building permits issued often reveal the true economic health of the community.

Three tax revenues (sales, property, and franchise taxes) comprise almost 82.8% of the revenues in the General Fund. Other significant revenue sources include taxes for transient occupancy and business licenses. Other revenue sources include licenses and permits fees, intergovernmental reimbursements, charges for services, fines and forfeitures, rental income and investment earnings.

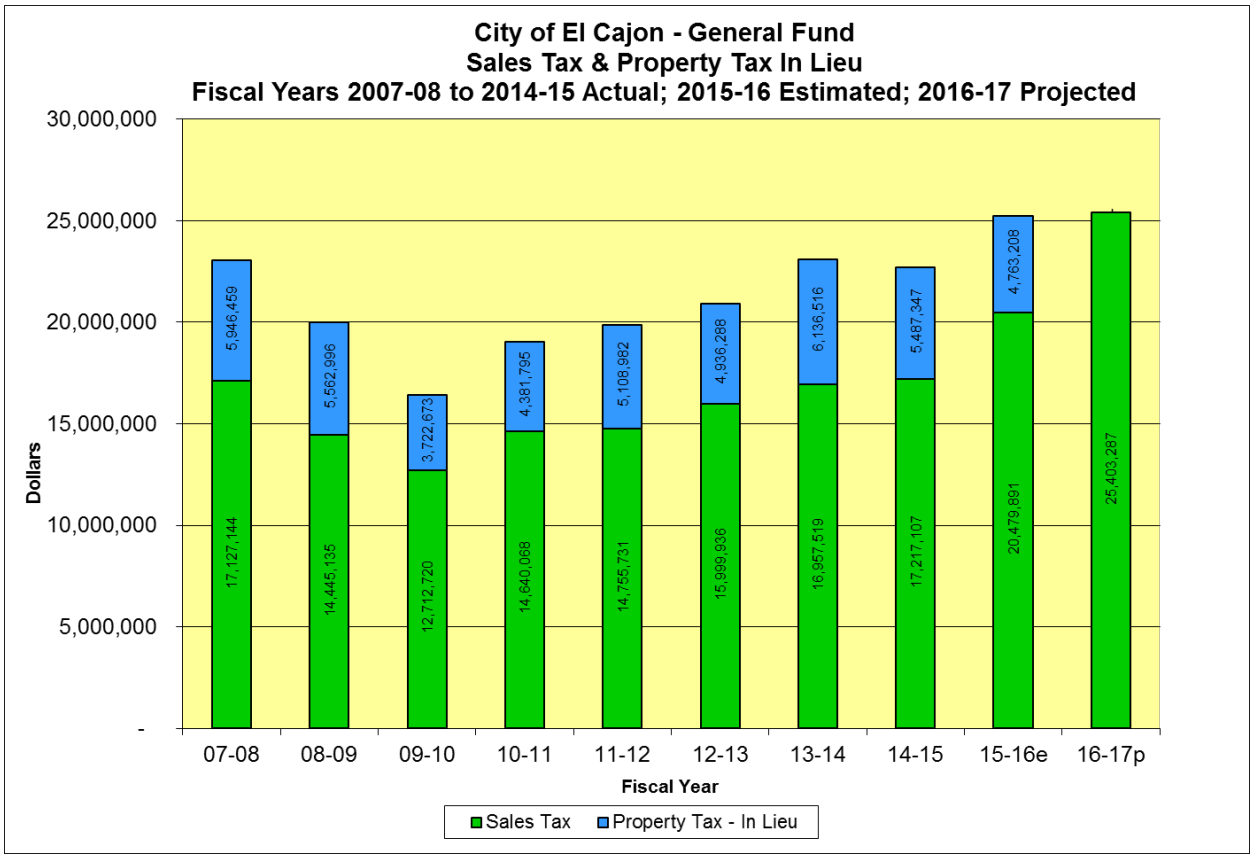
Other major revenue sources of the City include wastewater fees, gasoline taxes, emergency medical service charges, TransNet transportation sales tax, Community Development Block Grants (CDBG), and HOME Investment Partnerships Program (HOME). A brief explanation is provided for the revenue source and the means of determining the Fiscal Year 2016-17 estimates. Successful revenue projections are essential to the budget process. For visual enhancement, data charts are included for select revenues.

General Fund

Sales Tax / Property Tax – Sales in Lieu – Sales tax is collected by the State and is allocated to the City based on the point-of-sale. Sales tax is collected in the City of El Cajon at a rate of 8.5% of taxable sales, of which 1.5% is allocated to the City and 0.5% to the San Diego County transportation program referred to as TransNet (Proposition A, expires March 31, 2048). El Cajon's 1.5% is comprised of 1.0% for the regular General Fund portion and 0.5% is a district tax approved in 2008, which supports essential city services (Proposition J, expires March 31, 2029)

A State directed revenue swap arrangement implemented in 2004 came to an end in Fiscal Year 2016-17. Known as the Triple Flip, this arrangement withheld one quarter of the City's Sales Tax proceeds, and replaced it with a similar amount of Property Tax. This Property Tax received in-lieu of Sales Tax is included here for comparison.

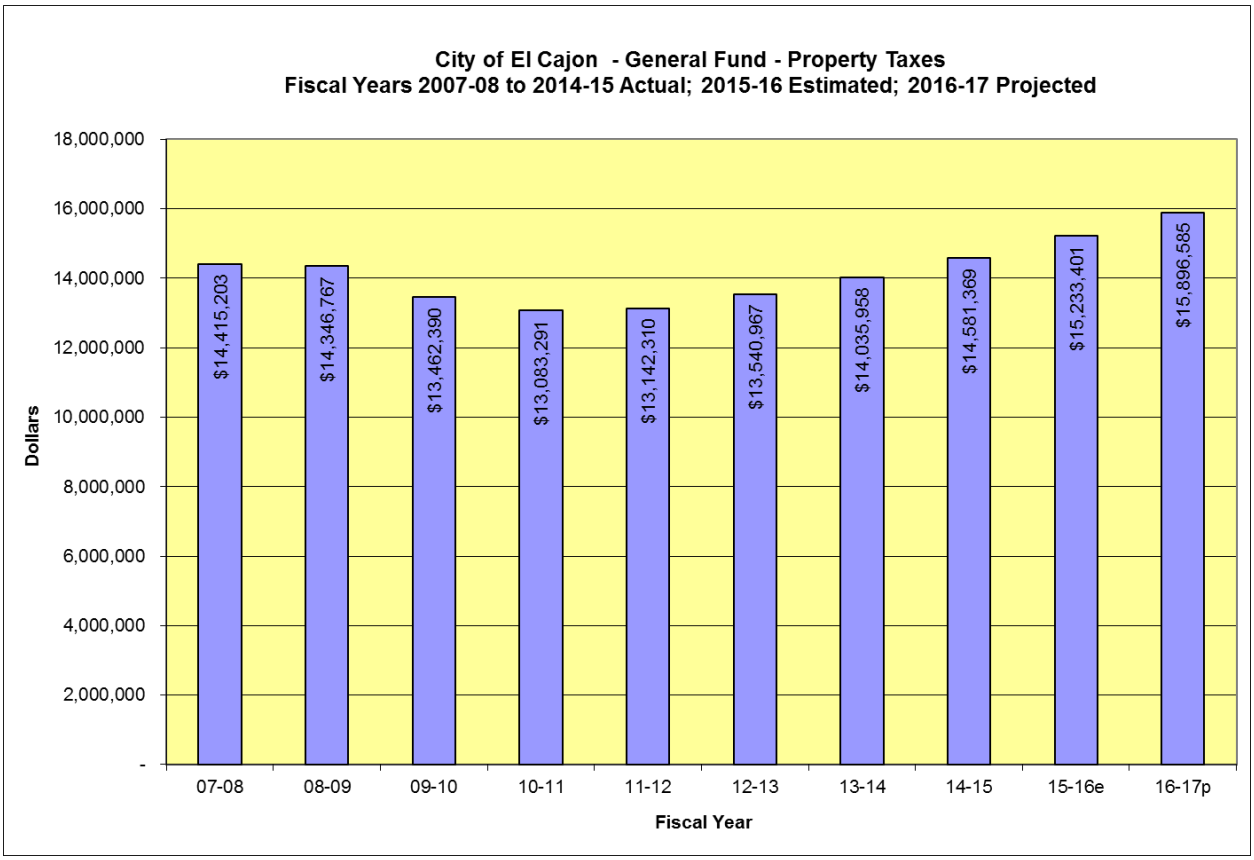
Regular sales tax is anticipated to total $25.4 million in Fiscal Year 2016-17. This is up $160,188 from the combined Fiscal Year 2015-16 estimated amounts for Sales Tax and Property Tax received in-lieu of Sales Tax. The following stacked bar chart details regular sales tax receipts, as well as property tax received in lieu of sales tax as part of the Triple Flip.



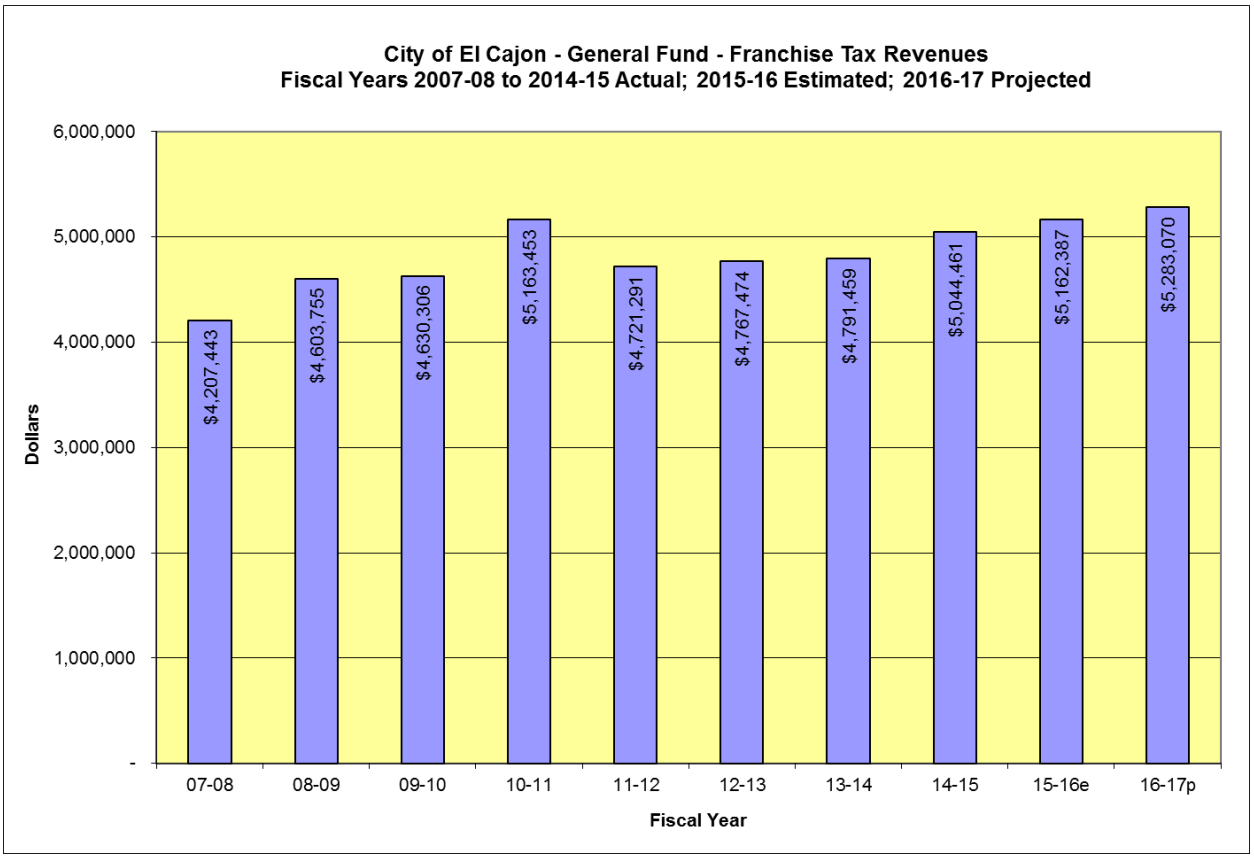
Proposition J Sales Tax Revenues – Beginning in Fiscal Year 2009-10, an additional one-half cent is collected and remitted to the City. This sales tax is used in the General Fund to fund "Essential City Services" as approved by the voters in November, 2008. Revenue projected to be collected in Fiscal Year 2016-17 is $9.5 million. This is an increase of 3.8% from Fiscal Year 2015-16 estimated amounts.

Property Taxes - Property taxes are imposed on real property and attached improvements such as buildings (called secured property taxes) and certain personal property (called unsecured property taxes). The property tax amount is based on the property value (called an ad valorem tax) rather than on a fixed amount or benefit. The tax rate is 1% annually of the property's assessed valuation, plus rates imposed to fund indebtedness approved by the voters. Because the City is largely built out, assessed valuation increases, under Proposition 13, are primarily due to changes in property ownership (property sales) at which time assessed valuation is changed to full market value.

Amounts shown in the following table are the City's base property tax, as described above, as well as property taxes received in lieu of vehicle license fees. Property taxes are expected to increase from amounts estimated for Fiscal Year 2015-16 to $15.9 million in Fiscal Year 2015-16 primarily due to increases in assessed valuation.

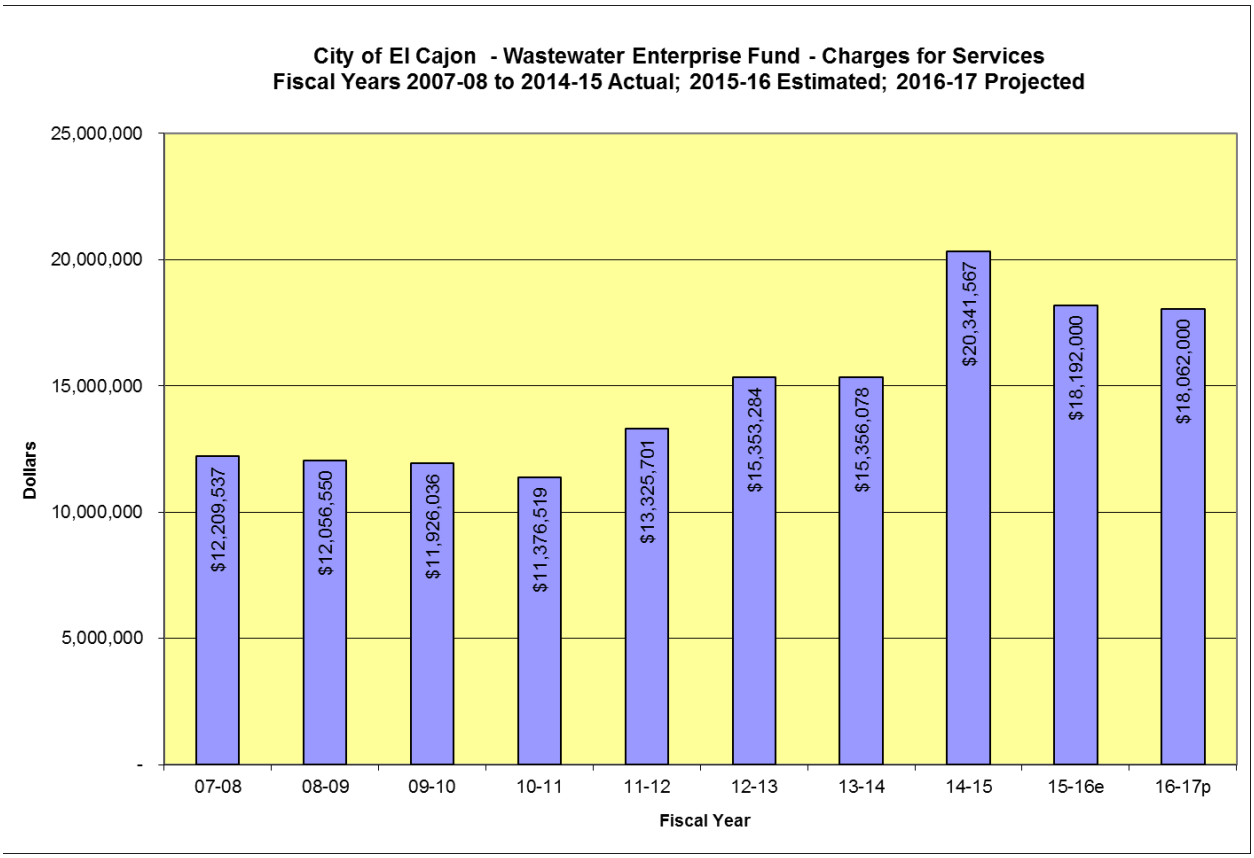


Franchise Tax – As a group, franchise taxes make up the third largest revenue in the General Fund. Franchise taxes are collected by the City for refuse (Waste Management), cable television (Cox Communication and AT&T) and gas/electric (San Diego Gas and Electric) services. These fees represent a “rental” or “toll” for the use of city streets and rights-of-way. Current franchise taxes are applied against gross receipts of income generated by the franchisee. Franchise taxes are 1% for gas and electric, 5% for cable TV, and 15% for refuse. Revenue generated has increased over the years based on increased cost and growth of utility services and, in some instances, the franchise tax being increased. Franchise taxes are expected to increase modestly in Fiscal Year 2016-17 to approximately $5.3 million.



Wastewater Fund

Sewer Fees – Sewer service fees and miscellaneous charges are necessary to pay for infrastructure, collection, and treatment costs for wastewater. Sewer charges are generally billed for a bi-monthly service period with charges based on the user category and metered water use. Single-family residential users are billed a flat fee based on average water usage during the previous year winter months in order to factor out water used for landscaping. Projected Fiscal Year 2016-17 revenues are expected to total $18.1 million.



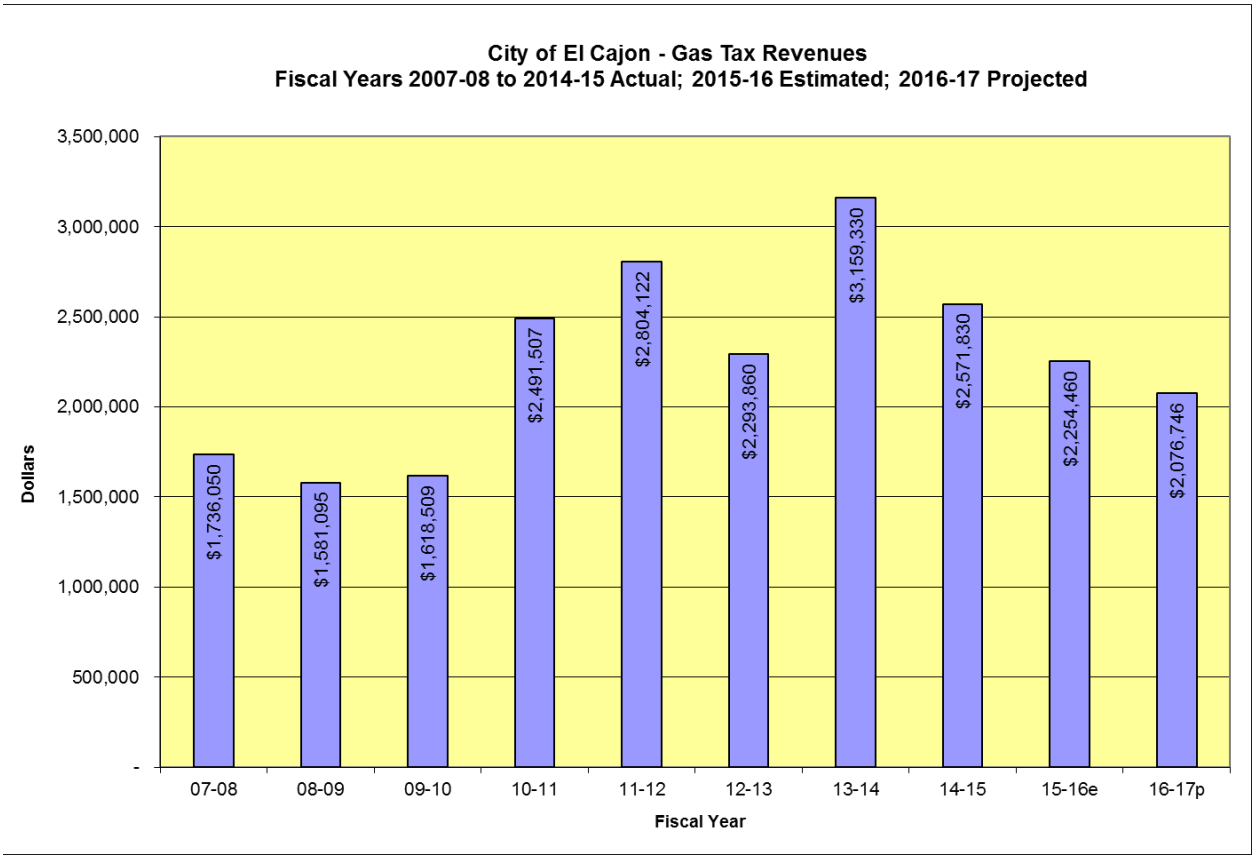
EMS Fund

Emergency Medical Services - Revenues for this service consist of a paramedic user fee charged for paramedic treatment and ambulance transport services. Revenue is realized based on the number of responses and transports and rate charges. This function was recently contracted to an external service provider, which performs its own billing and collection. Fiscal Year 2016-17 projected revenue, $770,000, represents residual collection efforts from services performed in the previous fiscal year.

Gas Tax Fund

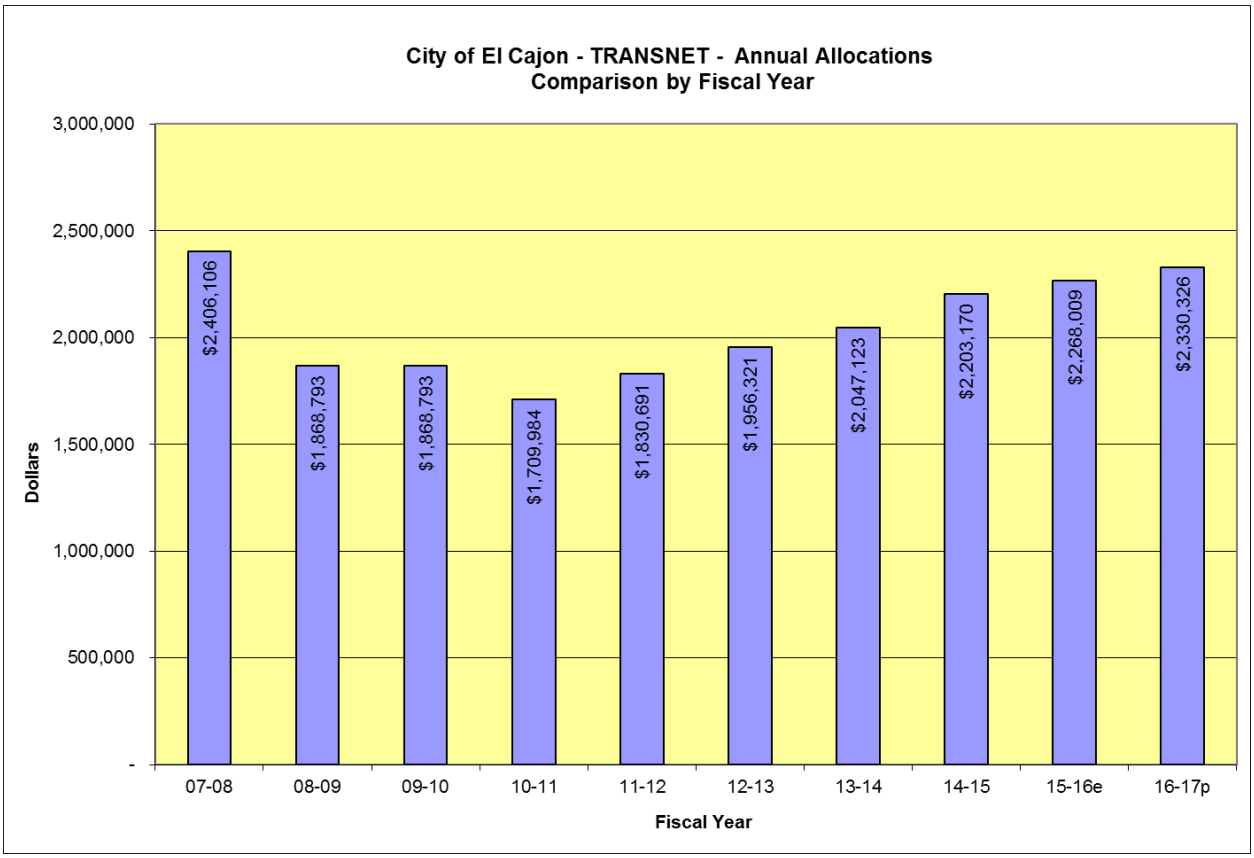
Gas Tax Revenues - Gasoline taxes are intergovernmental revenues received from the State each year, with distribution based on both population and a flat distribution amount. The use of Gas Tax funds is limited for street maintenance and other related capital improvement purposes. Gas Tax revenues increased in Fiscal Year 2010-11 due to the State Legislature's passage of ABx8 6 and ABx8 9, which provides for a swap of state sales taxes on gasoline for a gasoline excise tax. The law intended to fully replace the local streets and road funds cities and counties would have received under Proposition 42 state sales tax on gasoline with allocations from a new higher motor vehicle excise tax (HUTA) rate. These funds are now being paid into the Gas Tax Fund. With the signing of the gasoline tax swap, Proposition 42 funds as defined are effectively eliminated. The additional Gas Tax funding received in exchange for Transportation Congestion Relief Funds (also known as Proposition 42 or TCRF) does not increase our overall pool of funds to be used for capital projects. The use of Gas Tax funds is limited to street maintenance and related capital improvement project purposes.

Gas tax revenue is expected to total $2.1 million in Fiscal Year 2016-17.



Street Project Fund

Transportation Sales Tax Revenues - The City of El Cajon shares in the receipt of sales tax revenue for transportation purposes in San Diego County. As part of the 8.50% total sales tax levy, 0.5% is collected for public transit, highways and local road and street improvement. In November 1987, Proposition A, the San Diego Transportation Improvement Program (TransNet) was approved by the voters of San Diego County. This 20-year TransNet program, adding a half-cent local sales tax levy, would have expired in 2008. In November 2004, 67% of the regions voters supported Proposition A, extending TransNet to 2048. San Diego Association of Governments (SANDAG) administers this program with revenue distributed to highway, transit, and local road projects. For local street and road improvement projects, revenues are allocated among the 18 cities and the county on a formula basis. In 2008, the formula changed resulting in less direct revenue to local agencies. The Fiscal Year 2016-17 projected Annual Allocation increased 2.7% from the previous fiscal year to $2.3 million.



Community Development Block Grant Revenues

The Community Development Block Grant (CDBG) Program is an entitlement grant from the U.S. Department of Housing and Urban Development (HUD). The amount allocated to the City of El Cajon varies based on Congressional allocation to HUD. CDBG funds can be used for a variety of eligible activities, including improvements to public facilities, housing rehabilitation and public and social services. Funding is restricted to providing decent housing, a suitable living environment and/or expanding economic opportunities, principally for persons of low and moderate income.

Eligible activities can include public facility, youth facility, parks and recreational facility, and ADA (Americans with Disabilities Act) improvements; fire station construction, renovations and

equipment; public services through non-profit agencies; community policing; housing rehabilitation; historic preservation; economic development; Section 108 loan repayments; administration and fair housing services. In Fiscal Year 2016-17, the CDBG entitlement is expected to total $1.2 million. Additional funding may be generated from program income.

HOME Grant Revenues

The Home Investment Partnerships Program (HOME) is a second entitlement grant funded by the U.S. Department of Housing and Urban Development. The amount allocated to the City of El Cajon varies based on Congressional allocation to HUD. HOME funds are used to provide affordable housing opportunities to persons of low and moderate income. Eligible activities include the rehabilitation, acquisition and construction of housing, tenant-based rental assistance, administration, and fair housing services.

In Fiscal Year 2015-16 the HOME allocation was $404,864, and is expected to increase in Fiscal Year 2016-17 to $446,073. Additional funds can be derived through program income, in which repayments of loans (some with equity share provisions) are made to the City. The funds are recycled and loaned again to individual families for housing rehabilitation or first-time homebuyer assistance.

Successor Agency to the Former El Cajon Redevelopment Agency Fund

The Successor Agency to the former El Cajon Redevelopment Agency receives periodic allocations from the Redevelopment Property Tax Trust Fund (RPTTF), administered by the County, to settle enforceable obligations of the former El Cajon Redevelopment Agency and to pay for various administrative costs. The Successor Agency prepares and submits an annual Recognized Obligations Payment Schedule (ROPS), which is subject to the approval of the Successor Agency's Oversight Board and the State Department of Finance.

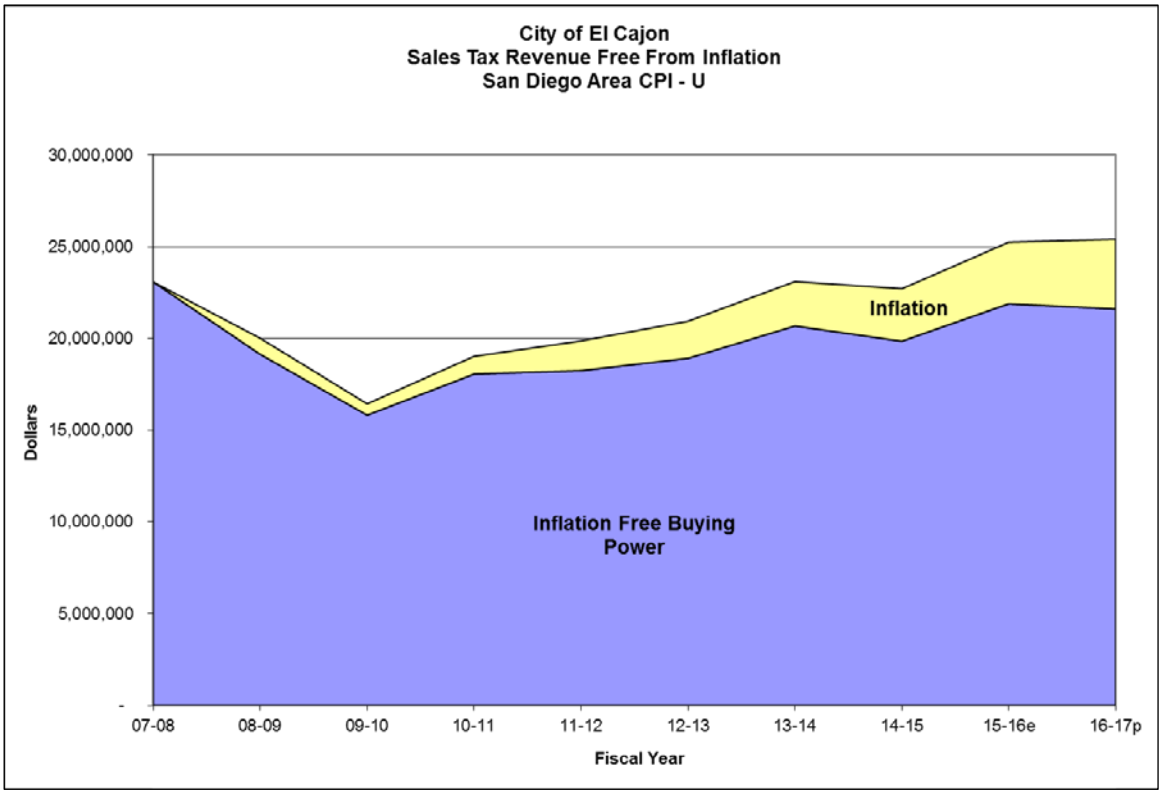
Allocation from the RPTTF is estimated at $5.3 million (net of negotiated pass through payments totaling approximately $4.8 million) based on obligations anticipated to be incurred in Fiscal Year 2016-17. In addition, the Successor Agency receives the minimum allowance of $250,000 for administration costs. General Fund revenues from the distribution of residual property taxes are projected at $900,000 in Fiscal Year 2016-17.

Housing Authority

The Housing Authority elected to take on the housing functions and assets of the former El Cajon Redevelopment Agency on January 24, 2012, and receives periodic repayment of those assets through housing loan payments, rental income, interest earnings, and miscellaneous reimbursements. These revenues must be used in accordance with the Community Redevelopment Law (commencing with Health and Safety Code Section 33000) and with the new provisions established under Senate Bill 341, for the purpose of increasing, improving, and preserving the community's supply of affordable housing.

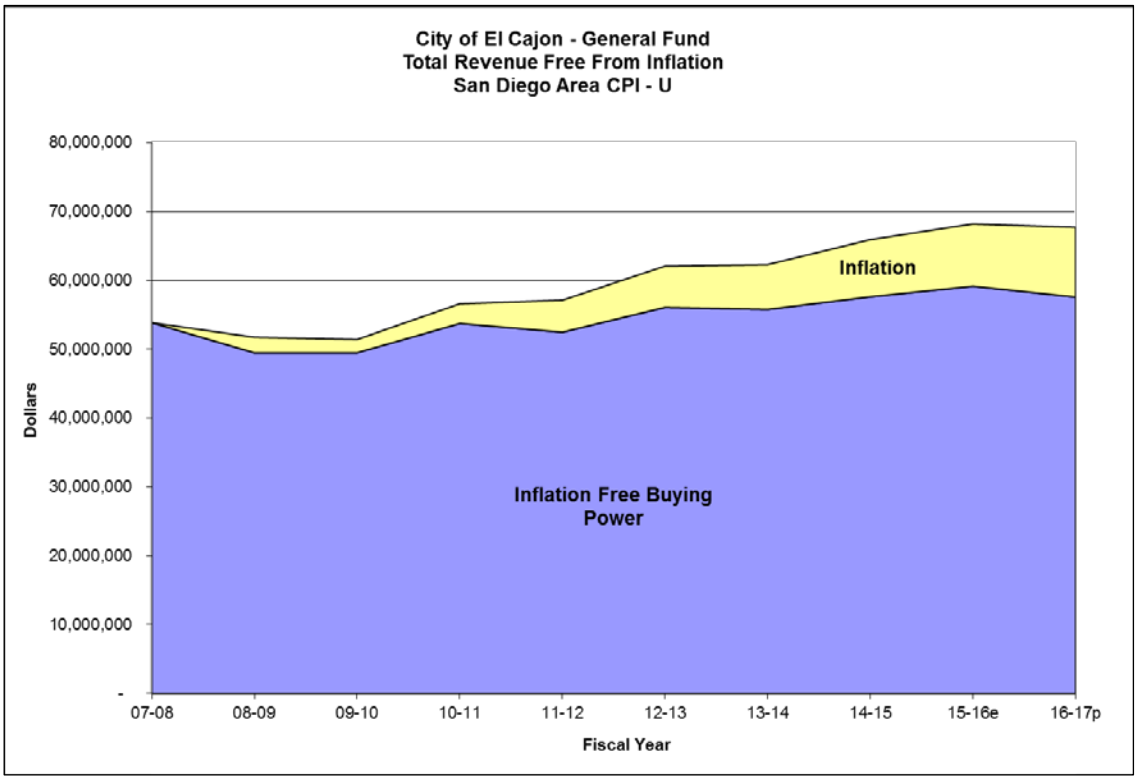
Inflation Impact on Revenues

The following graphic shows Sales Tax Revenues for the ten-year period of Fiscal Years 2007-08 to 2016-17. During this period, sales tax revenues, adjusted for inflation, decreased from $23.1 million to $21.6 million, for a real decrease of $1.5 million. This decrease does not include the proceeds of Proposition J sales tax revenues approved by voters in November 2008. This revenue source was excluded from this chart for comparison purposes. It does include the Triple Flip sales-in-lieu.

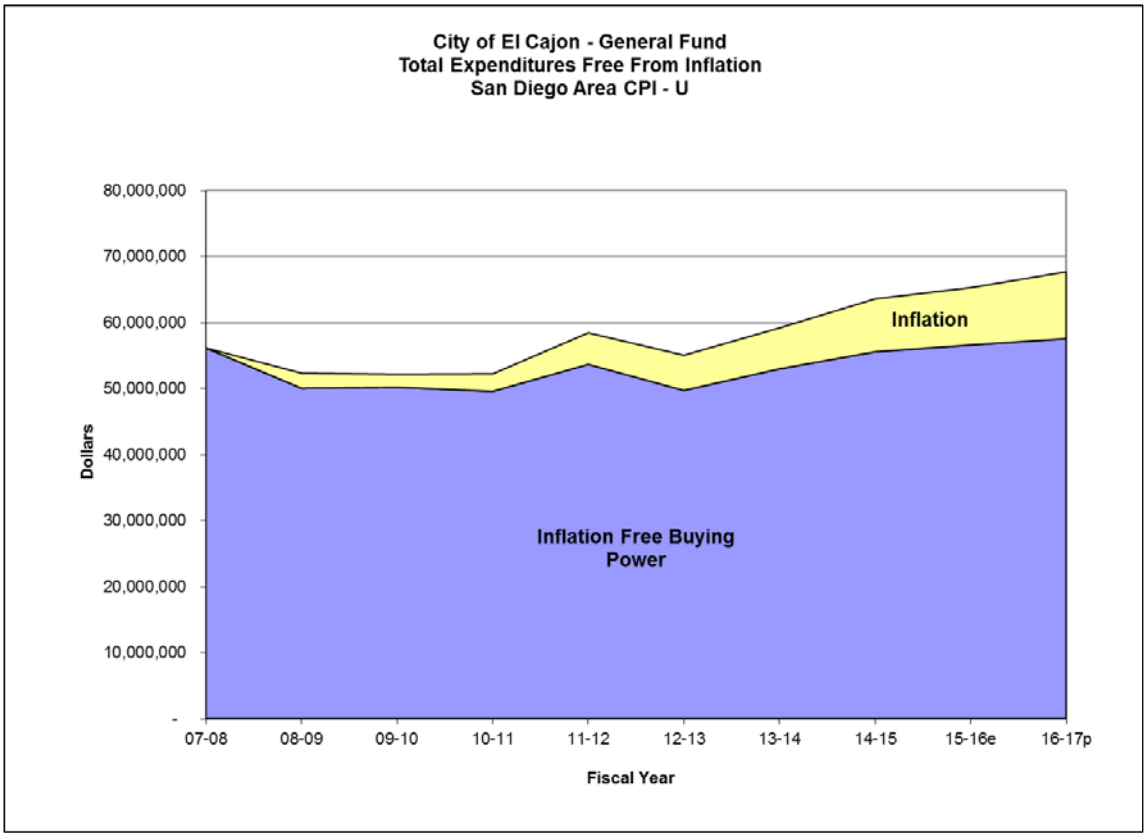


*Includes property taxes received in lieu of sales tax; excludes Proposition J sales tax.

Total General Fund Revenues during Fiscal Years 2007-08 to 2016-17 adjusted for inflation, represent an increase of $3.7 million from $53.8 million to $57.6 million. All General Fund revenues, including Proposition J sales tax, are included.



Total General Fund Expenditures between Fiscal Years 2007-08 to 2016-17 adjusted for inflation represent an increase of $1.5 million from $56.1 million to $57.6 million.



CITY OF EL CAJON FY 2016-2017 BUDGETARY FUND BALANCE

	FISCAL YEAR 2015-2016			FISCAL YEAR 2016-2017			
FUND # FUND NAME	7/1/2015 BUDGET BAL.	REVENUE/ OTHER SOURCES	EXPENDITURE/ OTHER USES	PROJ 6/30/2016 BUDGET BAL.	REVENUE/ OTHER SOURCES	EXPENDITURE/ OTHER USES	PROJ 6/30/2017 BUDGET BAL.
GENERAL FUND							
101 General Fund:							
Operating Budget		66,459,638	62,470,086		67,452,902	65,927,478	
Other Sources & Uses		1,729,028	2,794,866		227,839	1,750,000	
20% Expenditure Reserve	12,101,021			13,052,990			**13,535,496**
Economic Uncertainty Reserve	2,000,000			2,000,000			**2,000,000**
Unfunded PERS/Retirement Obligations Reserve	4,020,000			4,020,000			**4,020,000**
Carryover Reserve	11,483,612			13,455,357			**12,976,114**
GENERAL FUND	**29,604,633**	**68,188,666**	**65,264,952**	**32,528,347**	**67,680,741**	**67,677,478**	**32,531,610**
SPECIAL REVENUE FUNDS							
211 Street Maintenance (Gas Tax)	3,765,967	2,254,460	2,401,752	3,618,675	2,076,746	2,387,221	**3,308,200**
213 Transit	723,421	177,429	208,722	692,128	90,883	550,612	**232,399**
Federal/State/County Asset Forfeiture							
222 Federal Asset Forfeiture	230,289	50,000	121,677	158,612	10,000	117,770	**50,842**
223 State/County Asset Seizures	15,253	-	-	15,253	10,000	15,000	**10,253**
Total Federal County Asset Forfeiture	245,542	50,000	121,677	173,865	20,000	132,770	**61,095**
224 Local Public Safety (Prop 172)	738,157	398,263	572,715	563,705	385,000	336,488	**612,217**
Federal, State and Local Grants							
209 Beverage Container Recycling	169,476	26,826	-	196,302	160	169,120	**27,342**
215 COPS Grant	286,959	158,000	89,400	355,559	100,000	189,650	**265,909**
221 State Homeland Security Grants	105	73,532	73,637	-	65,954	65,954	**-**
225 Misc Public Safety Grants-Police	205,578	360,541	269,395	296,724	200,928	441,278	**56,374**
253 UASI Grants	-	44,168	44,168	-	-	-	**-**
254 Indian Gaming Grant	84,749	-	25,000	59,749	-	38,723	**21,026**
259 Misc Public Safety Grants-Fire	1,410	-	436	974	-	974	**-**
Total Federal State and Local Grants	748,277	663,067	502,036	909,308	367,042	905,699	**370,651**
240 Recreation	374,258	492,162	753,803	112,617	551,686	555,834	**108,469**
250 Emergency Medical Services	574,026	4,756,173	4,892,388	437,811	2,483,000	2,897,221	**23,590**
265 Community Planning Grants	-	10,000	10,000	-	515,000	515,000	**-**
270 Community Dev. Block Grants (CDBG)	35,820	1,535,209	1,571,029	-	1,239,437	1,239,437	**-**
275 HOME Grants	1,178,851	904,400	2,082,486	765	446,073	446,073	**765**
280 CalHome Grant	-	253,600	253,600	-	380,400	380,400	**-**
298 Low/Mod Housing Asset Fund	3,200,606	289,278	162,536	3,327,348	1,274,193	4,102,564	**498,977**
299 Housing in Lieu Fees	286,750	-	-	286,750	-	282,772	**3,978**
SPECIAL REVENUE FUNDS	**11,871,675**	**11,784,041**	**13,532,744**	**10,122,972**	**9,829,460**	**14,732,091**	**5,220,341**

CITY OF EL CAJON FY 2016-2017 BUDGETARY FUND BALANCE

	FISCAL YEAR 2015-2016			FISCAL YEAR 2016-2017			
FUND # FUND NAME	7/1/2015 BUDGET BAL.	REVENUE/ OTHER SOURCES	EXPENDITURE/ OTHER USES	PROJ 6/30/2016 BUDGET BAL.	REVENUE/ OTHER SOURCES	EXPENDITURE/ OTHER USES	PROJ 6/30/2017 BUDGET BAL.
CAPITAL PROJECTS FUNDS							
501 City Capital Improvement Program	9,695,648	2,264,500	2,097,450	9,862,698	2,641,750	5,808,357	**6,696,091**
502 Public Safety Facility-Proposition O	19,547,996	-	5,540,459	14,007,537	-	9,975,850	**4,031,687**
402 Public Safety Facility Bond	2,659,346	5,208,104	7,867,450	-	-	-	**-**
503 TransNet	190,014	2,047,505	2,047,505	190,014	3,807,801	3,807,801	**190,014**
504 Specific Street Obligations	489,859	-	-	489,859	-	-	**489,859**
505 Parks & Rec Improvement Program	-	714,797	714,797	-	2,292,537	2,292,537	**-**
508 Parks & Rec Grants		327,183	327,183	-	77,267	77,267	**-**
515 Parks Impact Fees	64,351	20,000	-	84,351	10,000	59,000	**35,351**
550 Public Works Projects	-	4,256,356	4,256,131	225	8,143,640	8,143,640	**225**
552 Federal Transportation Grants	(136,018)	470,992	334,974	-	3,258,939	3,258,939	**-**
553 Regional Transportation Congestion	553	-	-	553	280,000	280,000	**553**
CAPITAL PROJECTS FUNDS	**32,511,749**	**15,309,437**	**23,185,949**	**24,635,237**	**20,511,934**	**33,703,391**	**11,443,780**
ENTERPRISE FUND							
650 Wastewater	10,585,784	23,160,241	17,621,392	16,124,633	21,873,000	32,030,967	**5,966,666**
ENTERPRISE FUND	**10,585,784**	**23,160,241**	**17,621,392**	**16,124,633**	**21,873,000**	**32,030,967**	**5,966,666**
INTERNAL SERVICE FUNDS							
601 Vehicle / Equipment Maintenance	436,610	2,684,646	2,340,395	780,861	2,475,000	2,643,669	**612,192**
605 Vehicle & Equipment Replacement	4,179,189	1,148,110	922,750	4,404,549	750,000	855,900	**4,298,649**
610 Self Insurance	1,892,572	874,000	1,293,334	1,473,238	860,000	1,624,311	**708,927**
615 Technology Replacement Fund	1,363,637	750,000	653,141	1,460,496	750,000	975,535	**1,234,961**
620 Other Post Employment Benefits	812,197	1,100,000	1,100,000	812,197	1,200,000	1,465,000	**547,197**
TOTAL INTERNAL SERVICE FUNDS	**8,684,205**	**6,556,756**	**6,309,620**	**8,931,341**	**6,035,000**	**7,564,415**	**7,401,926**
TOTAL ALL FUNDS	**93,258,046**	**124,999,141**	**125,914,657**	**92,342,530**	**125,930,135**	**155,708,342**	**62,564,323**

City of El Cajon FY2016-2017 Budget

REVENUES & OTHER FINANCIAL SOURCES

DESCRIPTION	FY13-14 ACTUAL	FY14-15 ACTUAL	FY15-16 BUDGETED	FY15-16 EST. ACTUAL	FY16-17 ADOPTED
GENERAL FUND					
TAXES					
Sales and Use	16,957,519	17,217,107	19,778,557	20,479,891	25,403,287
Sales Tax - Proposition J	8,409,914	8,839,131	9,092,874	9,124,649	9,466,922
Property Tax	6,830,144	7,039,893	7,104,120	7,289,692	7,605,143
Property Tax - Sales in Lieu	6,136,516	5,487,347	4,693,920	4,763,208	-
Property Tax - VLF In Lieu	7,205,814	7,541,476	7,659,482	7,943,709	8,291,442
Property Tax - RPTTF Distribution	1,112,719	919,111	400,000	850,000	900,000
Franchise	4,791,459	5,044,461	4,950,000	5,162,387	5,283,070
Transient Occupancy	1,138,761	1,330,117	1,150,000	1,367,494	1,405,921
Business Licenses	766,515	788,397	775,200	790,131	798,032
Real Property Transfer	407,065	372,237	200,000	300,000	300,000
TOTAL TAXES	53,756,426	54,579,277	55,804,153	58,071,161	59,453,817
LICENSES AND PERMITS					
Building Permits	921,520	1,185,498	884,000	1,126,000	1,127,500
Dog Licenses	62,277	58,448	55,000	55,000	50,000
Tobacco License	675	78,300	80,000	65,000	65,000
Other Licenses and Permits	58,540	54,171	58,800	28,318	28,300
TOTAL LICENSES AND PERMITS	1,043,012	1,376,417	1,077,800	1,274,318	1,270,800
INTERGOVERNMENTAL	788,901	1,451,895	438,750	850,239	574,750
CHARGES FOR SERVICES					
Planning Fees	138,082	161,231	126,000	126,000	130,000
Engineering Fees	343,855	325,760	260,000	258,500	258,500
Animal Shelter Fees	135,095	144,607	130,000	111,000	130,000
Contract Police Services	234,233	198,581	179,000	186,000	179,000
Interfund Overhead Reimbursements	1,857,048	1,937,777	2,011,593	2,011,593	2,017,048
Miscellaneous	103,604	119,720	75,250	128,960	74,650
TOTAL CHARGES FOR SERVICES	2,811,917	2,887,676	2,781,843	2,822,053	2,789,198
INVESTMENT EARNINGS	39,032	242,150	200,000	283,208	300,000
FINES AND FORFEITURES	730,257	707,146	613,000	625,370	560,500
MISCELLANEOUS					
Rents & Concessions	650,617	659,270	637,500	659,618	650,000
Facility Rent	71,679	74,672	184,200	68,200	184,500
Expense Recovery	1,173,220	980,656	1,047,376	914,446	992,376
Other	1,210,194	870,123	792,791	891,025	676,961
MISCELLANEOUS	3,105,710	2,584,721	2,661,867	2,533,289	2,503,837
TOTAL GENERAL FUND OPERATING BUDGET	**62,275,255**	**63,829,282**	**63,577,413**	**66,459,638**	**67,452,902**
NONRECURRING REVENUES					
Loan Repayments	-	2,064,919	1,732,228	1,729,028	227,839
TOTAL NONRECURRING REVENUES	-	2,064,919	1,732,228	1,729,028	227,839
TOTAL GENERAL FUND	**62,275,255**	**65,894,201**	**65,309,641**	**68,188,666**	**67,680,741**

City of El Cajon FY2016-2017 Budget

REVENUES & OTHER FINANCIAL SOURCES

DESCRIPTION	FY13-14 ACTUAL	FY14-15 ACTUAL	FY15-16 BUDGETED	FY15-16 EST. ACTUAL	FY16-17 ADOPTED
SPECIAL REVENUE FUNDS					
STREET MAINTENANCE (GAS TAX)					
Intergovernmental	3,159,330	2,571,830	2,141,112	2,254,460	2,076,746
Other	2,107	11,378	-	-	-
TOTAL STREET MAINTENANCE (GAS TAX)	3,161,437	2,583,208	2,141,112	2,254,460	2,076,746
TRANSIT FUND					
Transit TDA Article 4	91,714	943,239	315,883	177,429	90,883
Transit TDA Article 3	1,143	-	-	-	-
TOTAL TRANSIT FUND	92,857	943,239	315,883	177,429	90,883
ASSET FORFEITURE	29,631	96,833	50,000	50,000	10,000
STATE ASSET SEIZURES	7,251	9,840	7,500	-	10,000
TOTAL FEDERAL/COUNTY ASSET FORFEITUR	36,882	106,673	57,500	50,000	20,000
LOCAL PUBLIC SAFETY	389,122	411,945	375,000	398,263	385,000
FEDERAL, STATE AND LOCAL GRANTS					
Beverage Container Recycling	27,849	27,374	26,058	26,826	160
COPS Grant	185,354	178,930	100,000	158,000	100,000
State Homeland Security Grants	25,040	68,389	141,183	73,532	65,954
Misc Public Safety Grants-Police	366,283	387,274	371,912	360,541	200,928
UASI Grants	8,424	3,497	44,168	44,168	-
Indian Gaming Grant	285,285	(35,028)	-	-	-
Other Fire Grants	-	-	-	-	-
TOTAL FEDERAL, STATE AND LOCAL GRANTS	898,235	630,436	683,321	663,067	367,042
RECREATION PROGRAMS	543,546	513,239	567,826	492,162	551,686
EMERGENCY MEDICAL SERVICES					
Taxes	385,163	379,048	378,000	378,000	378,000
Charges for Services / Other	2,798,747	2,843,666	2,650,000	2,194,438	770,000
Other Governmental Reimbursement	403,669	122,829	81,000	146,500	50,000
BLS Services	110,217	91,422	140,000	25,034	-
Transfers In	826,707	1,642,000	2,012,201	2,012,201	1,285,000
TOTAL EMERGENCY MEDICAL SERVICES	4,524,503	5,078,965	5,261,201	4,756,173	2,483,000
COMMUNITY PLANNING GRANTS	-	-	-	10,000	515,000
COMMUNITY DEV BLOCK GRANTS (CDBG)	1,029,307	769,082	1,159,843	1,535,209	1,239,437
HOUSING INVEST PARTNERSHIP (HOME)	231,186	884,955	404,864	904,400	446,073
CALHOME GRANT	-	-	634,000	253,600	380,400
LOW/MOD HOUSING ASSET FUND	510,763	1,579,437	2,814,011	289,278	1,274,193
HOUSING IN LIEU FEES	1,410	1,492	1,000	-	-
TOTAL SPECIAL REVENUE FUNDS	**11,419,248**	**13,502,671**	**14,415,561**	**11,784,041**	**9,829,460**

City of El Cajon FY2016-2017 Budget

REVENUES & OTHER FINANCIAL SOURCES

DESCRIPTION	FY13-14 ACTUAL	FY14-15 ACTUAL	FY15-16 BUDGETED	FY15-16 EST. ACTUAL	FY16-17 ADOPTED
CAPITAL PROJECT FUNDS					
CITY IMPROVEMENT PROJECTS	2,644,350	3,507,976	6,225,750	2,264,500	2,641,750
PUBLIC SAFETY FACILITY - PROPOSITION O	7,913,163	7,891,643	5,195,227	-	-
PUBLIC SAFETY FACILITY BOND	8,924,194	7,714,185	25,000	5,208,104	-
TRANSNET	2,013,325	2,514,068	4,147,458	2,047,505	3,807,801
SPECIFIC STREET OBLIGATIONS	335	(73)	-	-	-
PARK IMPROVEMENT PROJECTS	131,592	143,219	1,844,828	714,797	2,292,537
PARK & REC GRANT FUNDS	-	4,713	404,450	327,183	77,267
PARK IMPACT FEES	9,916	18,588	1,500	20,000	10,000
PUBLIC WORKS PROJECTS	4,828,493	3,934,924	10,544,137	4,256,356	8,143,640
FEDERAL TRANSPORTATION GRANTS	597,181	588,882	4,379,422	470,992	3,258,939
REGIONAL TRANSPORTATION CONGESTION	51,652	134,184	40,000	-	280,000
TOTAL CAPITAL PROJECT FUNDS	**27,114,201**	**26,452,309**	**32,807,772**	**15,309,437**	**20,511,934**
PROPRIETARY FUNDS					
ENTERPRISE FUND					
WASTEWATER					
Licenses and Permits	50	-	5,000	4,000	4,000
Charges for Services	15,356,078	20,341,567	17,461,000	18,192,000	18,062,000
Investment Earnings	51,417	93,423	50,000	50,000	-
Loan Proceeds	-	2,616,451	1,000,000	4,900,000	3,800,000
Other	10,964	5,392,602	6,500	14,241	7,000
TOTAL WASTEWATER	**15,418,509**	**28,444,043**	**18,522,500**	**23,160,241**	**21,873,000**
INTERNAL SERVICE FUNDS					
VEHICLE / EQUIPMENT MAINTENANCE	2,552,088	2,502,812	2,682,000	2,684,646	2,475,000
VEHICLE & EQUIPMENT REPLACEMENT	889,927	1,136,191	1,148,110	1,148,110	750,000
SELF INSURANCE	762,227	827,521	916,000	874,000	860,000
TECHNOLOGY REPLACEMENT FUND	500,000	966,000	750,000	750,000	750,000
OTHER POST EMPLOYEMENT BENEFITS	1,121,144	1,101,253	1,100,000	1,100,000	1,200,000
TOTAL INTERNAL SERVICE FUNDS	**5,825,386**	**6,533,777**	**6,596,110**	**6,556,756**	**6,035,000**
TOTAL PROPRIETARY FUNDS	**21,243,895**	**34,977,820**	**25,118,610**	**29,716,997**	**27,908,000**
TOTAL REVENUE - ALL FUNDS	**122,052,599**	**140,827,001**	**137,651,584**	**124,999,141**	**125,930,135**

EL CAJON

The Valley of Opportunity

Incorporated 1912

City of El Cajon FY2016-2017 Budget

EXPENDITURES & OTHER FINANCIAL USES

DESCRIPTION	FY13-14 ACTUAL	FY14-15 ACTUAL	FY15-16 BUDGETED	FY15-16 EST. ACTUAL	FY16-17 ADOPTED
GENERAL FUND					
GENERAL GOVERNMENT					
Mayor and City Council	210,644	233,135	330,787	327,205	475,505
City Manager	609,294	748,973	1,168,823	1,142,795	1,315,210
Economic Development	12,671	-	-	-	-
Community Services & Events	523,230	523,748	455,175	385,350	248,100
City Attorney	512,772	632,915	635,897	621,694	654,132
City Clerk / Elections	311,726	353,715	366,873	366,327	496,508
Information Technologies	616,895	600,510	1,296,903	1,159,284	1,427,290
Administrative Services	153,746	134,760	144,216	130,414	346,967
Membership	70,095	69,867	-	-	-
Finance	3,252,725	1,592,568	1,750,649	1,691,141	1,859,516
Human Resources	549,825	634,484	719,493	637,738	752,910
TOTAL GENERAL GOVERNMENT	6,823,623	5,524,675	6,868,816	6,461,948	7,576,138
PUBLIC SAFETY					
POLICE					
Administration	1,636,182	1,853,899	1,926,725	1,968,801	1,986,465
Inspection, Training and Personnel	1,315,754	1,492,559	1,740,100	1,580,478	1,791,206
Records	737,463	810,972	984,168	774,431	1,073,983
Information Technology	908,412	1,035,614	646,416	550,679	683,397
Communications	1,840,126	1,809,726	2,167,190	1,950,715	2,192,756
Patrol	10,089,059	11,583,063	11,698,986	11,948,051	12,240,394
Special Operations Unit	2,489,420	2,757,747	2,685,297	3,119,262	2,882,273
Traffic	1,575,095	1,796,299	1,825,421	2,063,191	1,908,494
Investigations	3,616,468	3,993,633	4,221,547	4,098,894	4,269,300
Laboratory	616,013	706,669	785,577	819,173	827,530
Ancillary and Auxiliary Units	109,635	172,117	174,557	164,452	158,518
Animal Control	783,051	838,973	872,026	693,626	895,542
TOTAL POLICE	25,716,678	28,851,271	29,728,010	29,731,753	30,909,858
FIRE					
Administration	1,106,918	1,228,224	1,372,413	1,315,442	1,416,784
Suppression	6,839,965	8,220,335	8,298,772	8,016,809	8,299,337
Heartland Fire and Rescue	1,443,990	1,562,534	1,804,016	1,815,823	1,955,202
TOTAL FIRE	9,390,873	11,011,093	11,475,201	11,148,074	11,671,323
TOTAL PUBLIC SAFETY	35,107,551	39,862,364	41,203,211	40,879,827	42,581,181
PUBLIC WORKS					
Administration	135,114	104,802	135,606	138,512	160,577
Facilities Maintenance	2,090,633	2,083,981	2,015,085	1,965,310	2,121,966
East County Performing Arts Ctr (ECPAC)	50,086	75,330	289,934	71,434	289,934
Engineering-Other	128,178	153,222	176,428	124,978	181,766
Engineering-Private Development	323,562	344,662	525,590	399,070	503,766
Engineering-CIP Projects	1,010,108	914,481	1,183,811	1,002,304	1,226,127
Traffic Engineering	1,054,348	1,065,847	1,043,258	1,108,048	674,949
Traffic Maintenance	231,934	265,614	382,669	323,075	520,922
Parks	1,828,507	2,099,062	2,073,286	2,017,823	1,995,383
Street Median & Parkway Tree Maint	528,667	558,870	814,375	725,219	939,465
TOTAL PUBLIC WORKS	7,381,137	7,665,871	8,640,042	7,875,773	8,614,855
RECREATION	2,201,439	2,441,361	2,552,283	2,482,528	2,785,331

City of El Cajon FY2016-2017 Budget

EXPENDITURES & OTHER FINANCIAL USES

DESCRIPTION	FY13-14 ACTUAL	FY14-15 ACTUAL	FY15-16 BUDGETED	FY15-16 EST. ACTUAL	FY16-17 ADOPTED
COMMUNITY DEVELOPMENT					
Housing and Successor Agency Admin.	455,038	386,848	407,827	472,971	487,717
Planning	828,549	787,315	1,249,049	1,119,284	1,192,570
Building and Fire Safety	867,174	1,009,725	1,082,990	1,073,554	1,287,411
TOTAL COMMUNITY DEVELOPMENT	2,150,761	2,183,888	2,739,866	2,665,809	2,967,698
OTHER FINANCING USES					
Contingency / Contributions	35,350	52,500	100,000	75,000	100,000
Centennial Celebration	3,048	3,500	34,275	17,000	17,275
Emergency Medical Subsidy	826,707	1,642,000	2,012,201	2,012,201	1,285,000
Other Financing Uses	3,750,000	4,199,569	2,750,000	2,794,866	1,750,000
Post Employment Benefits	906,228	-	-	-	-
TOTAL OTHER FINANCING USES	5,521,333	5,897,569	4,896,476	4,899,067	3,152,275
TOTAL GENERAL FUND	**59,185,844**	**63,575,728**	**66,900,694**	**65,264,952**	**67,677,478**
SPECIAL REVENUE FUNDS					
STREET MAINTENANCE (GAS TAX)	2,178,572	1,615,168	2,885,541	2,401,752	2,387,221
TRANSIT					
Transit TDA Article 4	1,032,509	177,429	445,862	208,722	550,612
Transit TDA Article 3	1,296	-	-	-	-
TOTAL TRANSIT FUNDS	1,033,805	177,429	445,862	208,722	550,612
ASSET FORFEITURE	171,527	206,125	117,132	121,677	117,770
STATE ASSET FORFEITURE	5,500	2,000	-	-	15,000
TOTAL FEDERAL/STATE ASSET FORFEITURE	177,027	208,125	117,132	121,677	132,770
POLICE - LOCAL PUBLIC SAFETY	159,749	150,598	188,515	192,715	225,140
FIRE - LOCAL PUBLIC SAFETY	124,490	21,885	381,200	380,000	111,348
LOCAL PUBLIC SAFETY	284,239	172,483	569,715	572,715	336,488
FEDERAL, STATE AND LOCAL GRANTS					
Beverage Container Recycling	-	-	169,120	-	169,120
COPS Grant	141,008	116,586	149,400	89,400	189,650
State Homeland Security Grants	25,040	68,391	141,183	73,637	65,954
Misc Public Safety Grants-Police	259,917	290,816	594,424	269,395	441,278
UASI Grants	8,424	3,497	44,168	44,168	-
Indian Gaming Grant	80,449	123,274	118,200	25,000	38,723
Other Fire Grants	507	469	-	436	974
TOTAL FEDERAL, STATE AND LOCAL GRANTS	515,345	603,033	1,216,495	502,036	905,699
RECREATION SPECIAL PROGRAMS	548,312	529,332	825,927	753,803	555,834
EMERGENCY MEDICAL SERVICE					
Emergency Medical Service - ALS	4,511,116	4,599,391	5,184,665	4,819,062	2,897,221
Transportation Program - BLS	123,461	156,995	240,068	73,326	-
TOTAL EMERGENCY MEDICAL SERVICES	4,634,577	4,756,386	5,424,733	4,892,388	2,897,221
COMMUNITY PLANNING GRANTS	-	-	-	10,000	515,000
COMMUNITY DEV BLOCK GRANTS (CDBG)	984,815	764,413	2,626,323	1,571,029	1,239,437
HOUSING INVEST PARTNERSHIP (HOME)	222,956	74,601	3,210,574	2,082,486	446,073

City of El Cajon FY2016-2017 Budget

EXPENDITURES & OTHER FINANCIAL USES

DESCRIPTION	FY13-14 ACTUAL	FY14-15 ACTUAL	FY15-16 BUDGETED	FY15-16 EST. ACTUAL	FY16-17 ADOPTED
CALHOME GRANT	-	-	634,000	253,600	380,400
LOW/MOD HOUSING ASSET FUND	139,473	97,900	214,550	111,991	208,853
LOW/MOD HOUSING FUND PROJECTS	218,451	216,099	5,461,074	50,545	3,893,711
HOUSING IN LIEU PROJECTS	-	-	282,772	-	282,772
TOTAL SPECIAL REVENUE FUNDS	**10,937,572**	**9,214,969**	**23,914,698**	**13,532,744**	**14,732,091**
CAPITAL PROJECT FUNDS					
CITY CAPITAL IMPROVEMENT PROJECTS	978,154	3,139,159	9,917,340	2,097,450	5,808,357
PUBLIC SAFETY FACILITY	8,043,347	7,975,261	14,671,998	5,540,459	9,975,850
PSF TAX REVENUE BONDS	7,902,600	7,886,225	7,867,450	7,867,450	-
TRANSNET	2,220,892	2,377,036	4,147,458	2,047,505	3,807,801
SPECIFIC STREET OBLIGATIONS	83,874	-	-	-	-
PARK IMPROVEMENT PROJECTS	131,592	143,219	2,049,278	714,797	2,292,537
PARK & REC GRANT FUNDS	-	4,713	404,450	327,183	77,267
PARKS IMPACT FEES	-	-	59,000	-	59,000
PUBLIC WORKS TRANSPORTATION PROJECTS	4,828,493	3,934,924	10,544,137	4,256,131	8,143,640
FEDERAL TRANSPORTATION GRANTS	489,395	719,897	4,379,422	334,974	3,258,939
REGIONAL TRANSPORTATION CONGESTION	-	33,087	-	-	280,000
TOTAL CAPITAL PROJECT FUNDS	**24,678,347**	**26,213,521**	**54,040,533**	**23,185,949**	**33,703,391**
PROPRIETARY FUNDS					
ENTERPRISE FUND					
WASTEWATER					
Disposal	9,451,323	9,354,015	10,451,815	10,387,256	10,533,120
Maintenance and Services	1,964,157	2,056,412	2,513,532	2,089,243	2,219,668
Customer Service	657,929	931,926	1,410,567	953,301	1,120,597
Sweeping Maintenance	531,113	585,781	657,981	649,980	650,705
NPDES	1,115,831	1,067,595	1,504,937	1,127,887	2,297,589
Capital Improvements Projects	1,405,316	6,691,253	10,799,073	2,256,786	15,102,088
Vehicle / Technology Replacement	-	191,797	207,900	156,939	107,200
TOTAL WASTEWATER	15,125,669	20,878,779	27,545,805	17,621,392	32,030,967

City of El Cajon FY2016-2017 Budget

EXPENDITURES & OTHER FINANCIAL USES

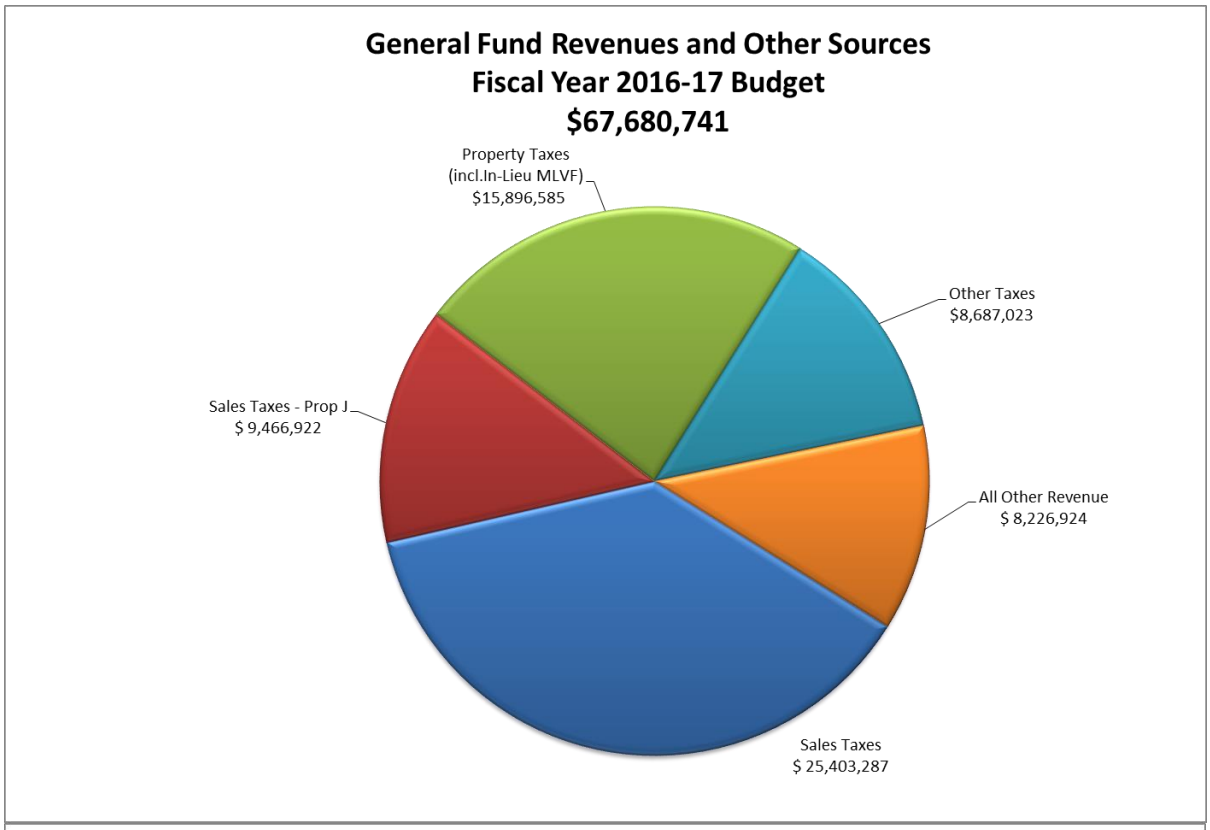
DESCRIPTION	FY13-14 ACTUAL	FY14-15 ACTUAL	FY15-16 BUDGETED	FY15-16 EST. ACTUAL	FY16-17 ADOPTED
INTERNAL SERVICE FUNDS					
VEHICLE / EQUIPMENT MAINTENANCE	2,245,319	2,269,089	2,571,052	2,340,395	2,643,669
VEHICLE & EQUIPMENT REPLACEMENT	1,294,486	1,267,498	1,020,875	922,750	855,900
SELF INSURANCE	920,385	1,618,101	1,601,850	1,293,334	1,624,311
TECHNOLOGY REPLACEMENT	607,418	1,057,238	945,230	653,141	975,535
OTHER POST EMPLOYMENT BENEFITS	866,868	874,047	1,100,000	1,100,000	1,465,000
TOTAL INTERNAL SERVICE FUNDS	5,934,476	7,085,973	7,239,007	6,309,620	7,564,415
TOTAL PROPRIETARY FUNDS	21,060,145	27,964,752	34,784,812	23,931,012	39,595,382
TOTAL EXPENDITURES-ALL FUNDS	115,861,908	126,968,970	179,640,737	125,914,657	155,708,342

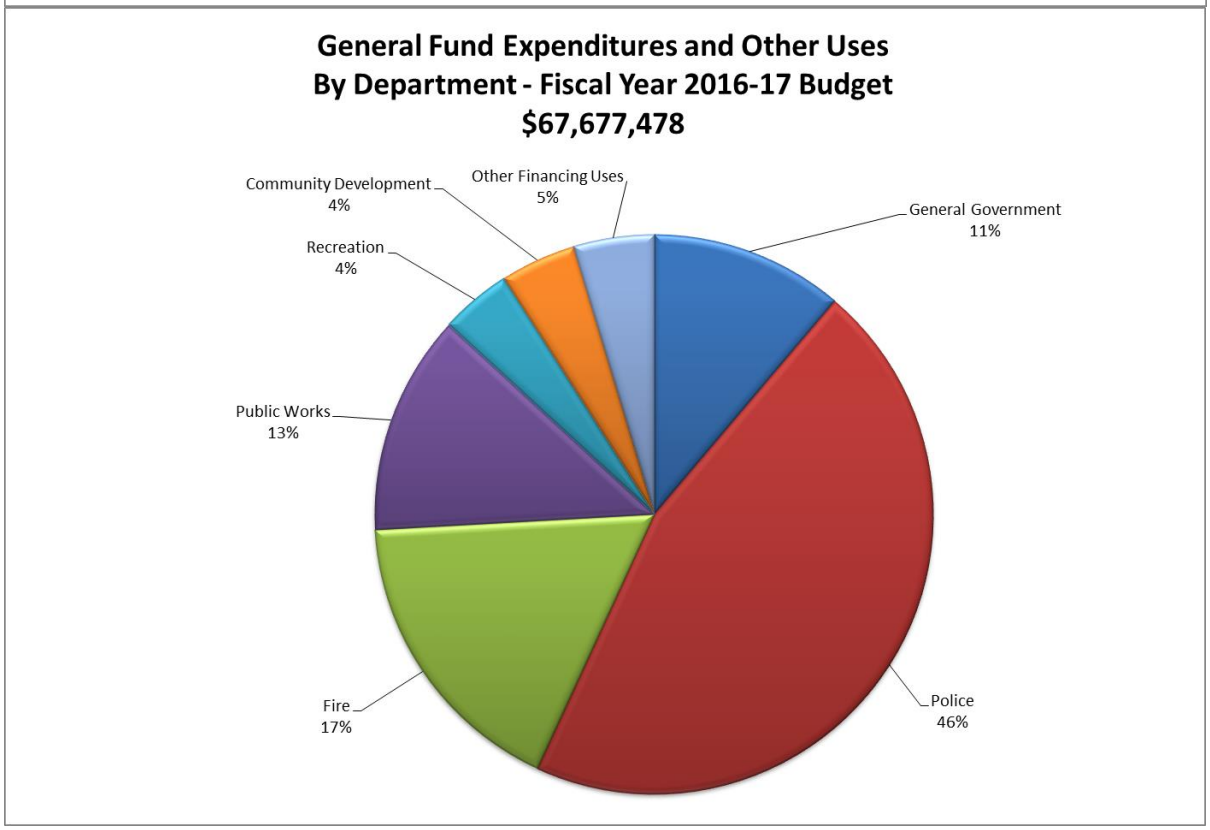
CITY OF EL CAJON FY2016-2017 BUDGET
Interfund Transfer Summary

Transfer In	Transfer Out	Purpose for Transfer	Transfer Amt
CITY CAPITAL IMPROVEMENT PROGRAM	COMMUNITY DEV BLOCK GRANT-CARRY OVER	PROJECT FUNDING	550,000
CITY CAPITAL IMPROVEMENT PROGRAM	GAS TAX	PROJECT FUNDING	81,250
CITY CAPITAL IMPROVEMENT PROGRAM	GENERAL FUND	PROJECT FUNDING	1,000,000
CITY CAPITAL IMPROVEMENT PROGRAM	WASTEWATER	PROJECT FUNDING	162,500
EMERGENCY MEDICAL SERVICES	GENERAL FUND	OPERATIONS FUNDING	1,285,000
GENERAL FUND	COMMUNITY DEV BLOCK GRANT	COMMUNITY POLICING	50,916
GENERAL FUND	PROPOSITION 172	RESOURCE OFFICER FUNDING	160,000
COMMUNITY DEV MISC GRANTS	GENERAL FUND	GRANT MATCHING FUNDS	35,000
LM INCOME HOUSING ASSET FUND PROJ	HOUSING IN LIEU	PROJECT FUNDING	282,772
PARK PROJECTS	CITY CAPITAL IMPROVEMENT PROG	PROJECT FUNDING	284,000
PARK PROJECTS	PARK & REC GRANTS	PROJECT FUNDING	77,267
PARK PROJECTS	COMMUNITY DEV BLOCK GRANT-CARRY OVER	PROJECT FUNDING	683,987
PARK PROJECTS	PARK IMPACT FEES	PROJECT FUNDING	59,000
PARK PROJECTS	WASTEWATER	PROJECT FUNDING	170,000
PUBLIC WORKS PROJECTS	COMMUNITY DEV BLOCK GRANT-CARRY OVER	PROJECT FUNDING	200,000
PUBLIC WORKS PROJECTS	FEDERAL TRANSPORTATION GRANTS	PROJECT FUNDING	3,258,939
PUBLIC WORKS PROJECTS	INDIAN GAMING GRANT	PROJECT FUNDING	38,723
PUBLIC WORKS PROJECTS	REG TRANS CONGESTION (RTCIP)	PROJECT FUNDING	280,000
PUBLIC WORKS PROJECTS	TRANSIT ARTICLE 4 (TDA)	PROJECT FUNDING	218,690
PUBLIC WORKS PROJECTS	TRANSNET	PROJECT FUNDING	3,807,801
PUBLIC WORKS PROJECTS	WASTEWATER	PROJECT FUNDING	339,487
TOTAL INTERFUND TRANSFERS FOR FY2016-2017			**13,025,332**

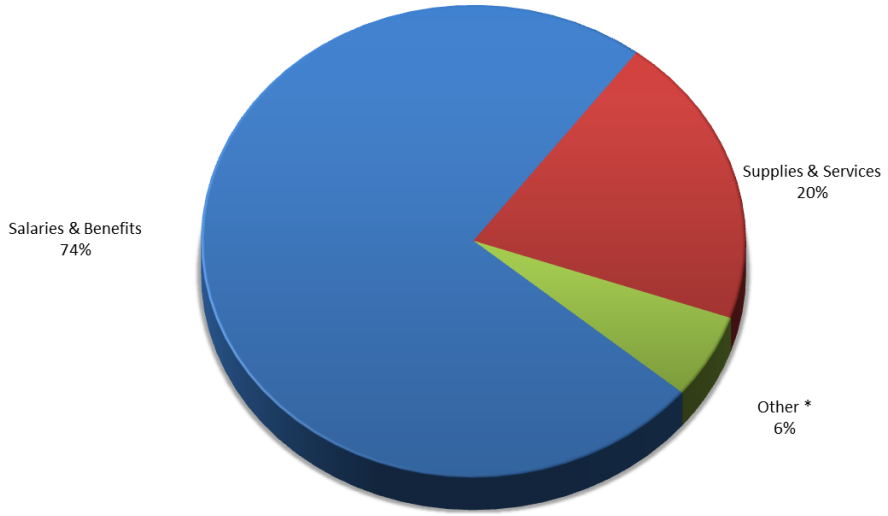
CITY OF EL CAJON FY2016-2017
COST CENTER BUDGETING

Department	FY2016-2017 Adopted Budget	Cost Allocation	% Cost Allocation	Total	Fees & Reimbursements	Tax Support	% Tax Support	% Fee Support
General Fund								
Community Development	2,967,698	430,445	14.50%	3,398,143	1,625,400	1,772,743	52.17%	47.83%
Police	30,014,316	3,191,081	10.63%	33,205,397	1,374,550	31,830,847	95.86%	4.14%
Animal Control	895,542	170,355	19.02%	1,065,897	183,000	882,897	82.83%	17.17%
Fire	11,671,323	1,108,411	9.50%	12,779,734	5,300	12,774,434	99.96%	0.04%
Public Works (Admin, Eng, Parks)	6,492,889	925,784	14.26%	7,418,673	1,141,500	6,277,173	84.61%	15.39%
Recreation	2,785,331	1,036,516	37.21%	3,821,847	105,125	3,716,722	97.25%	2.75%
General Fund Total	54,827,099	6,862,592	12.52%	61,689,691	4,434,875	57,254,816	92.81%	7.19%
Non-General Fund - Operating								
Wastewater	15,739,157	1,082,522	6.88%	16,821,679				
Transit	307,851	24,071	7.82%	331,922				
EMS	2,593,560	303,661	11.71%	2,897,221				
Street Maintenance (Gas Tax)	2,078,995	209,976	10.10%	2,288,971				
CDBG / HOME	462,833	50,891	11.00%	513,724				
Low / Mod Housing Asset Fund	676,333	41,603	6.15%	504,943				
Fleet & Equipment Maint	2,416,313	227,356	9.41%	2,643,669				
Non-General Fund Total	24,275,042	1,940,080	7.99%	26,215,122				
Budget Total	79,102,141	8,802,672	11.13%	87,904,813				


General Fund Revenues and Other Sources
Fiscal Year 2016-17 Budget
$67,680,741
Property Taxes
(incl.In-Lieu MLVF)
$15,896,585
Other Taxes
$8,687,023
Sales Taxes - Prop J
$ 9,466,922
All Other Revenue
$ 8,226,924
Sales Taxes
$ 25,403,287

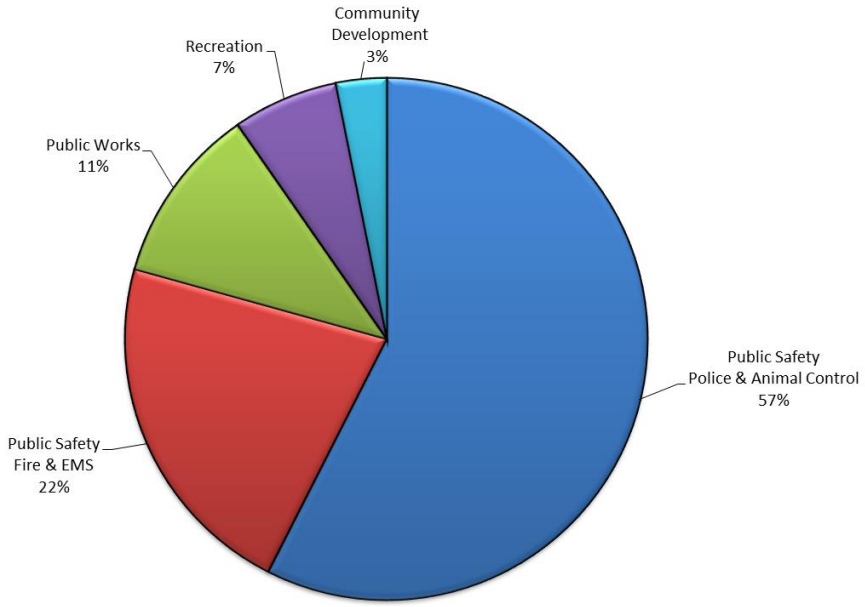

General Fund Expenditures and Other Uses
By Department - Fiscal Year 2016-17 Budget
$67,677,478
Community Development
4%
Other Financing Uses
5%
General Government
11%
Recreation
4%
Public Works
13%
Fire
17%
Police
46%

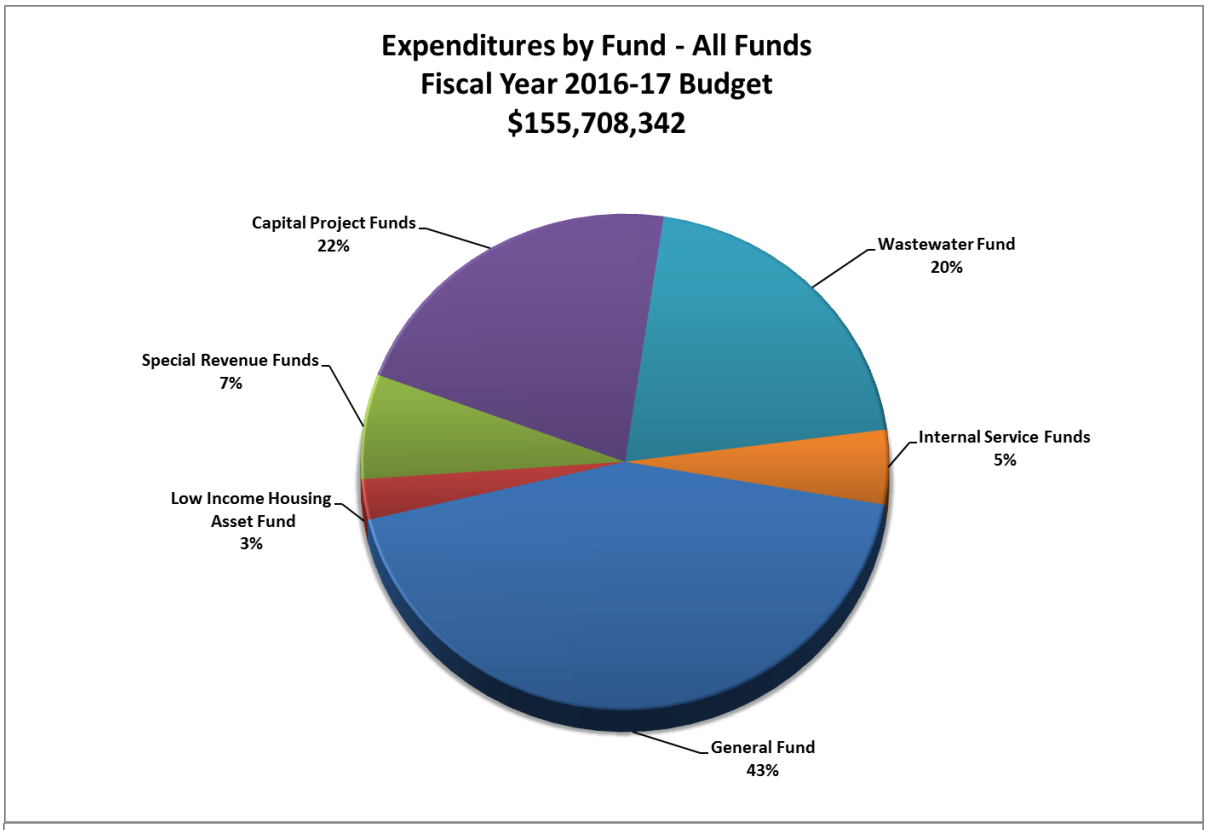
General Fund Expenditure By Type
Fiscal Year 2016-17 Budget

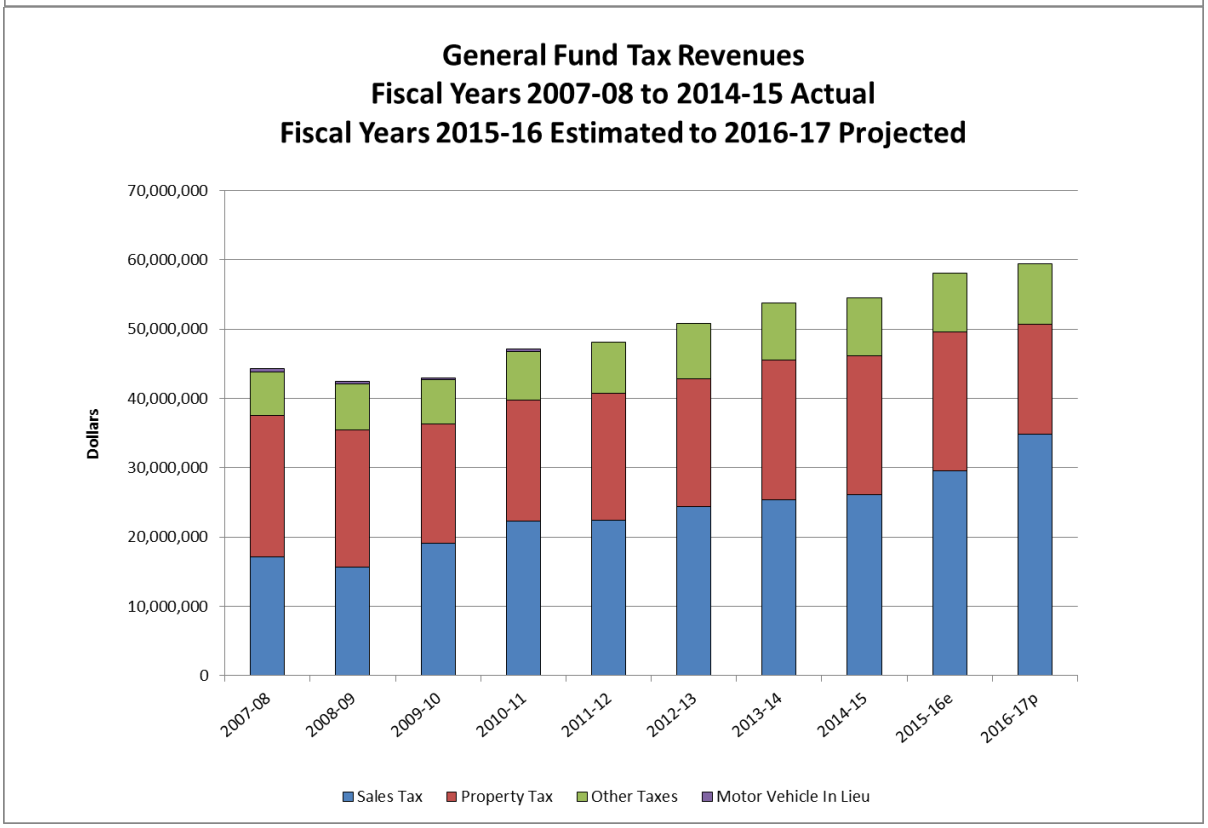


*Includes transfer to EMS Fund and CIP / Internal Service Funds contributions

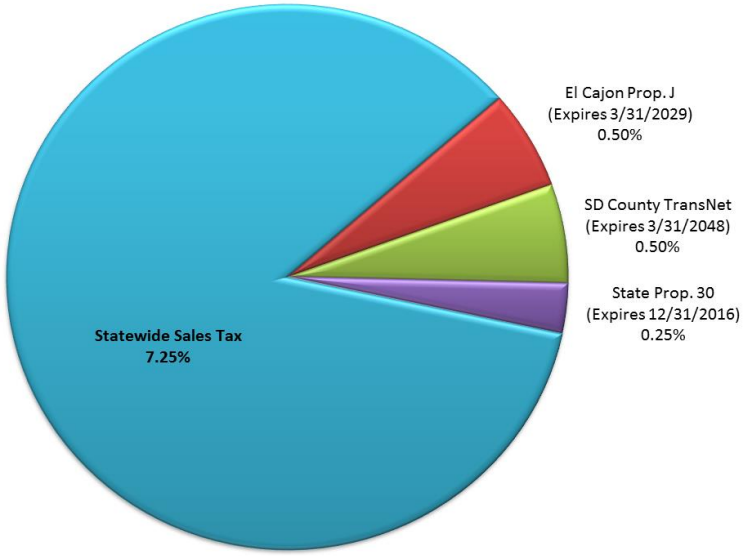
General Fund & EMS Special Revenue Fund
Expenditures Net of Fees (Tax Support Usage)
Fiscal Year 2016-17 Budget



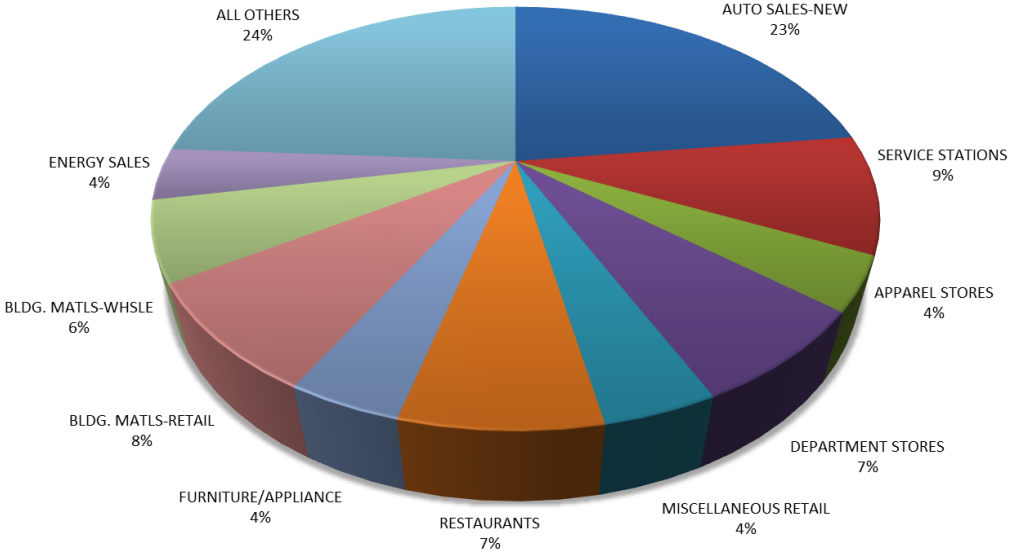

Expenditures by Fund - All Funds
Fiscal Year 2016-17 Budget
$155,708,342
Capital Project Funds 22%
Wastewater Fund 20%
Special Revenue Funds 7%
Internal Service Funds 5%
Low Income Housing Asset Fund 3%
General Fund 43%


General Fund Tax Revenues
Fiscal Years 2007-08 to 2014-15 Actual
Fiscal Years 2015-16 Estimated to 2016-17 Projected
Dollars
70,000,000
60,000,000
50,000,000
40,000,000
30,000,000
20,000,000
10,000,000
0
2007-08
2008-09
2009-10
2010-11
2011-12
2012-13
2013-14
2014-15
2015-16e
2016-17p
Sales Tax
Property Tax
Other Taxes
Motor Vehicle In Lieu

City of El Cajon Sales Tax Distribution
Fiscal Year 2016-17
Total Sales Tax - 8.5%

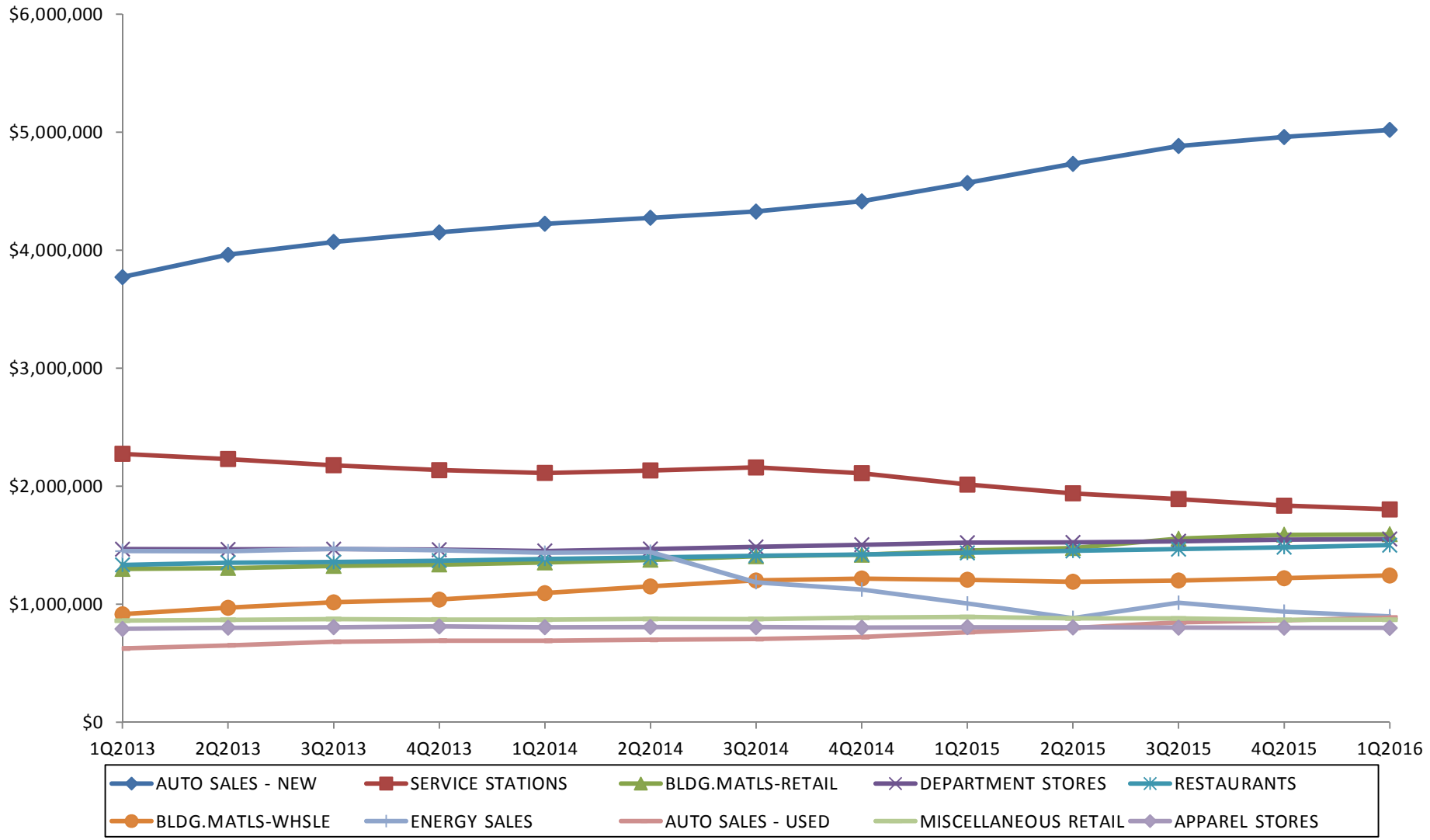


Sales Tax Revenue by Category
Calendar Year Ending December 2015



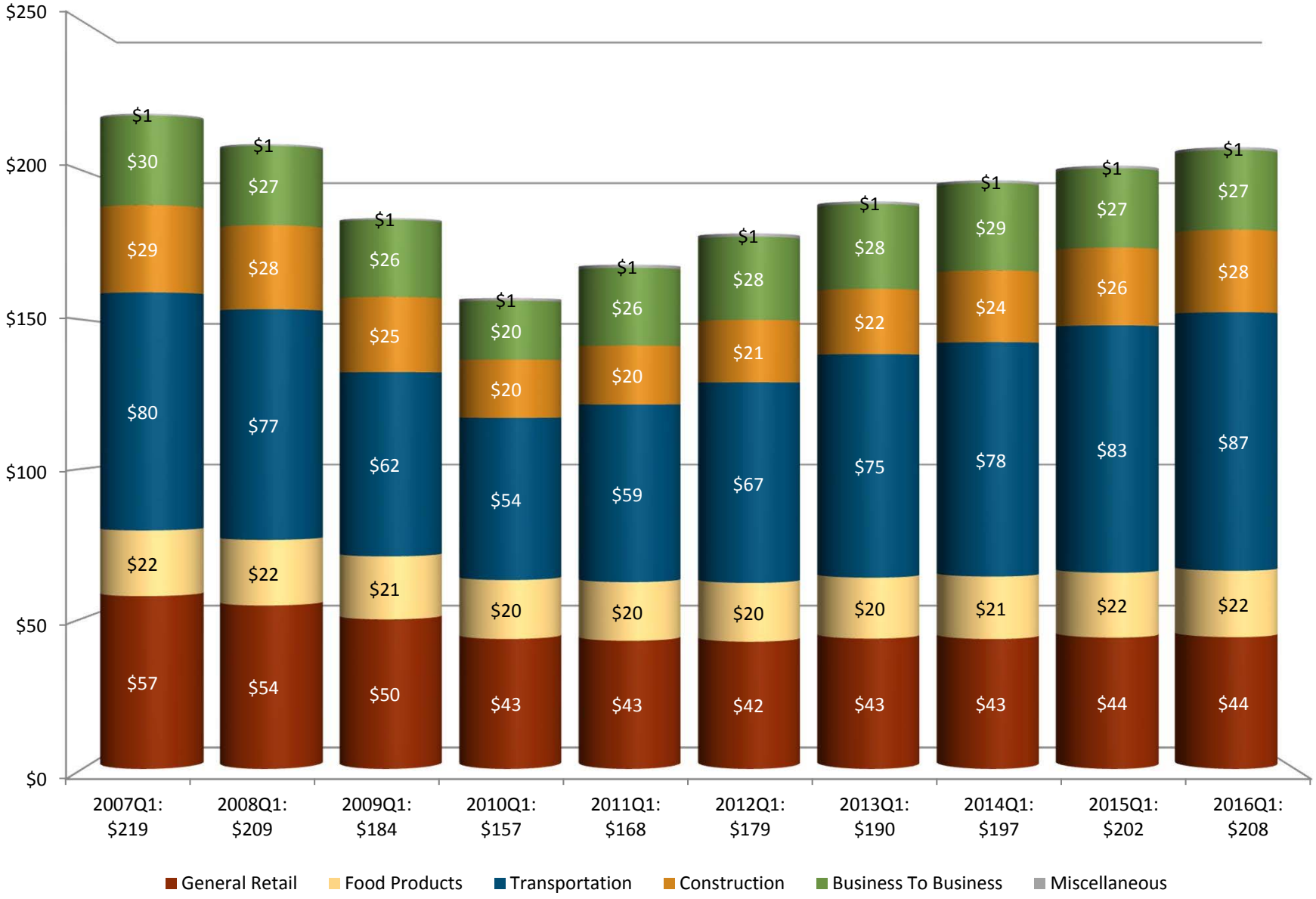
CITY OF EL CAJON

SALES TAX FROM TEN LARGEST BUSINESS SEGMENTS

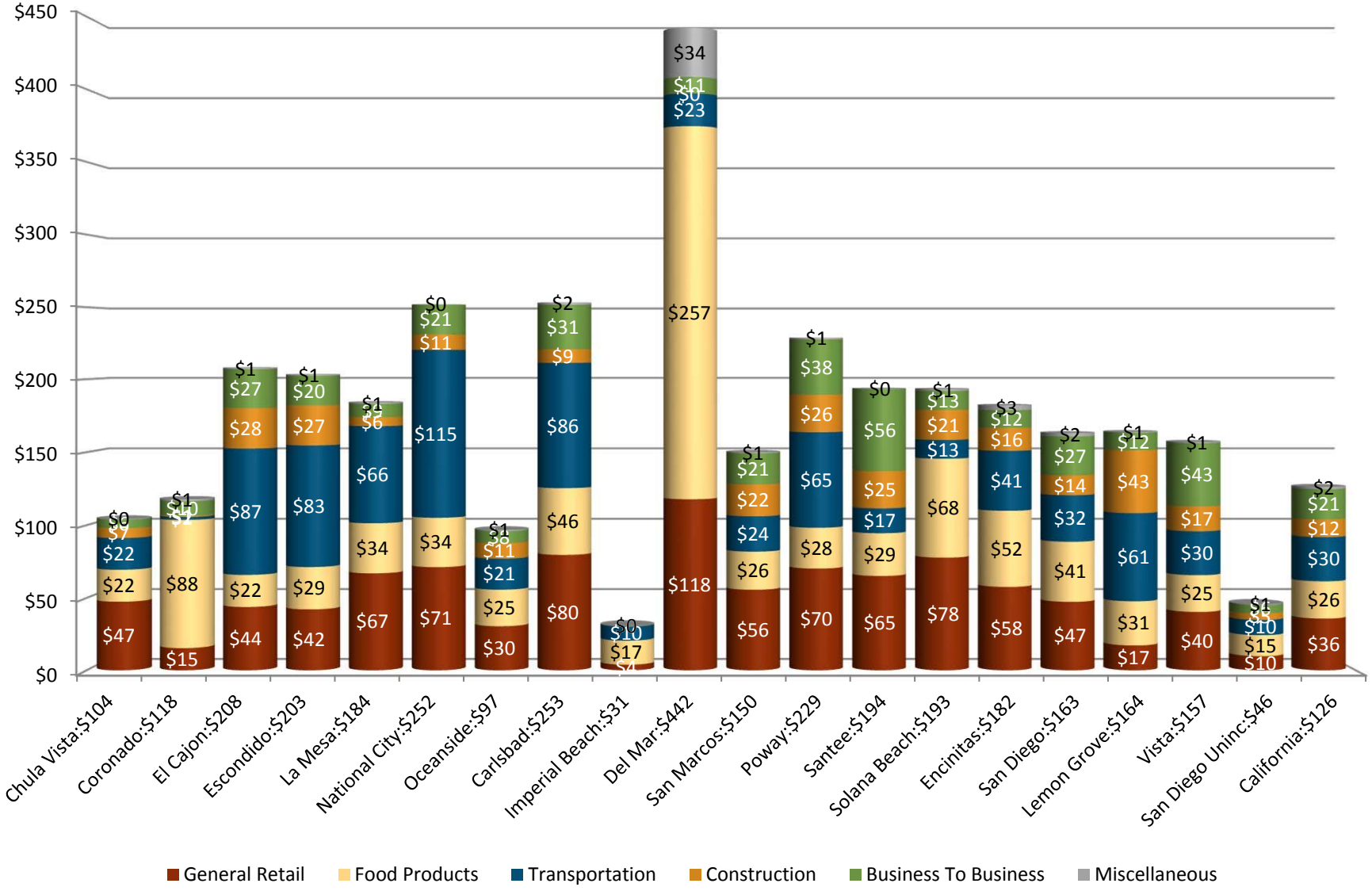


BENCHMARK YEAR ENDING QUARTER

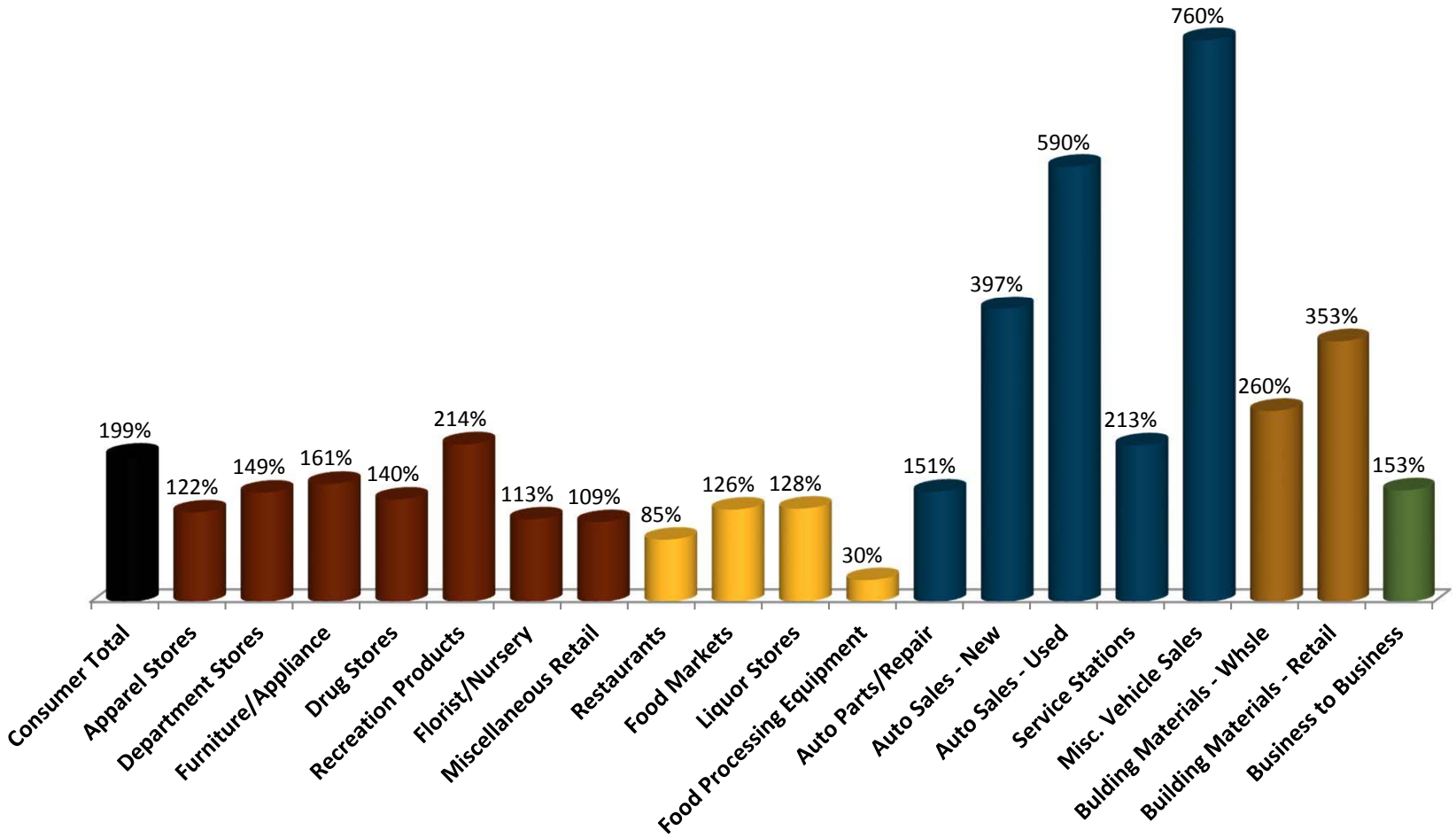
El Cajon Historical Sales Per Capita by Benchmark Year



San Diego County Historical Sales Per Capita by Benchmark Year (2016Q1)



El Cajon: 1st Quarter 2016 Sales Tax Capture & Gap Analysis Report



Economic Category

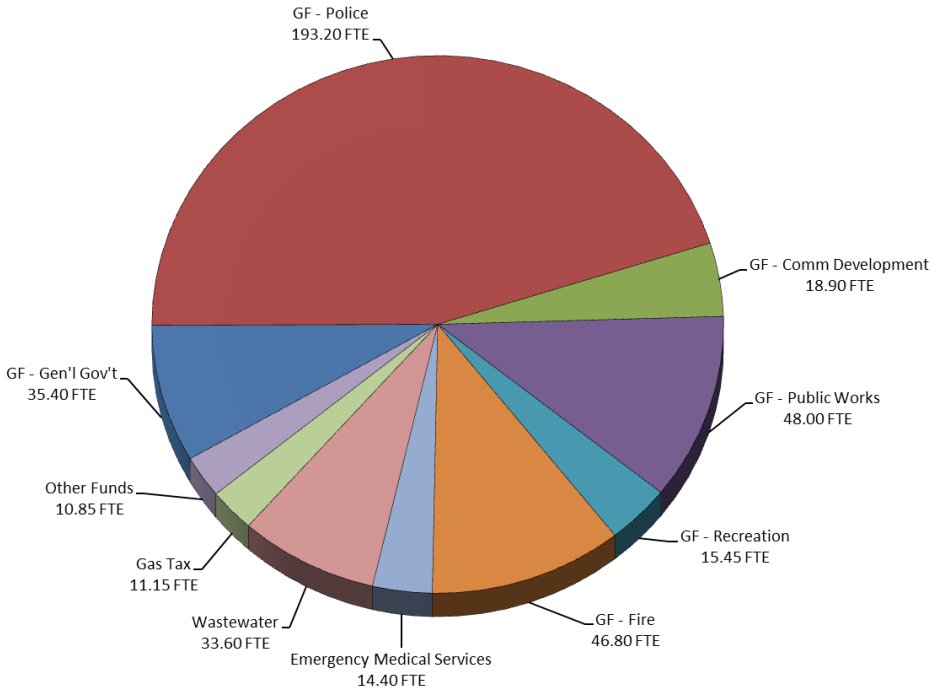
- Consumer Total
- General Retail
- Food Products
- Transportation
- Construction

Chart's Message

The chart provides an overview of how well El Cajon is capturing potential sales tax based on its residents' effective buying income (disposable income) compared to purchasing habits in the South Coast region.

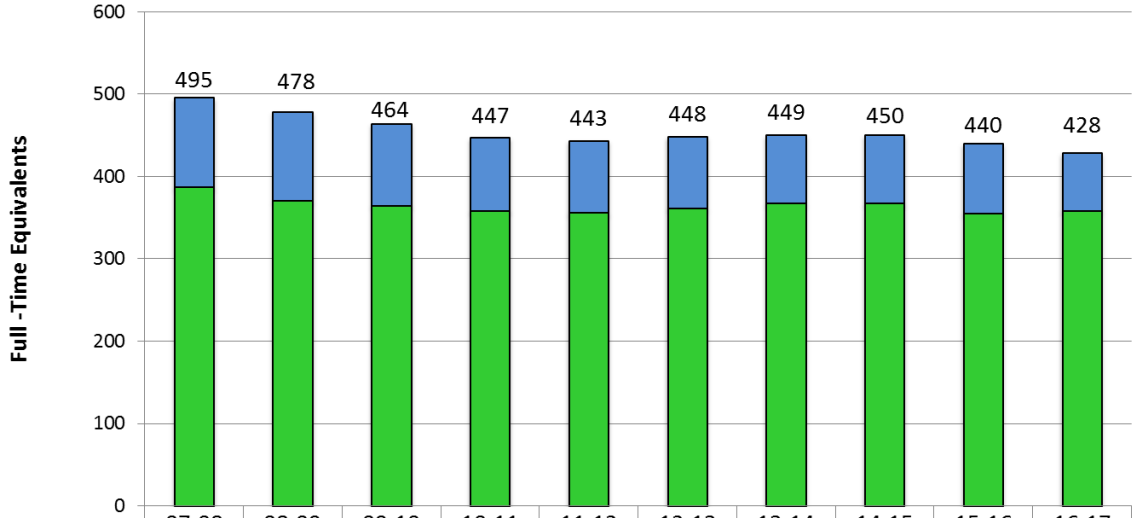
MuniServices

Full-Time Equivalents (FTE)
All Funds - 427.75 FTE Positions
Fiscal Year 2016-17 Proposed



Note: GF = General Fund

Budgeted Full-Time Equivalents (FTEs)
General Fund and All Other Funds
Fiscal Years 2007-08 to 2016-17



	07-08	08-09	09-10	10-11	11-12	12-13	13-14	14-15	15-16	16-17
Other Funds	109	108	100	89	88	87	82	83	85	70
General Fund	386	370	364	358	355	361	367	367	355	358

CITY OF EL CAJON FISCAL YEAR 2016-2017 BUDGET
BUDGETED POSITIONS BY FUNCTION AND FUNDING SOURCE

GENERAL GOVERNMENT

Activity	General Fund	Fleet Maint	Waste-water	Gas Tax	Transit	EMS	Other Funding	Total
ACCOUNTANT	1.00							1.00
ACCOUNTING TECHNICIAN	4.00							4.00
ADMINISTRATIVE SECRETARY	2.00							2.00
ASSISTANT CITY MANAGER	0.20							0.20
CITY ATTORNEY	1.00							1.00
CITY CLERK	1.00							1.00
CITY MANAGER	1.00							1.00
CUSTOMER SERVICE REPRESENTATIVE	1.00		1.00					2.00
DEPUTY CITY CLERK	1.00							1.00
DEPUTY DIRECTOR ADMIN SERVICES	0.90						0.10	1.00
DIRECTOR OF ADMIN SERVICES	0.80						0.20	1.00
DIRECTOR OF FINANCE	1.00							1.00
EXECUTIVE ASSISTANT TO CITY ATTY	1.00							1.00
EXECUTIVE ASSISTANT TO CITY MGR	0.60						0.40	1.00
FINANCIAL OPERATIONS MANAGER	0.90		0.10					1.00
HUMAN RESOURCES ANALYST	1.00							1.00
INFORMATION TECHNOLOGIES MGR	1.00							1.00
INFORMATION TECHNOLOGIES TECH	4.00							4.00
MULTIMEDIA TECHNICIAN	0.75							0.75
NETWORK ADMINISTRATOR	3.00							3.00
PRINCIPAL HUMAN RESOURCES ANALYS	1.00							1.00
PUBLIC INFORMATION OFFICER	0.60							0.60
PURCHASING AGENT	1.00							1.00
SECRETARY	1.00							1.00
SENIOR ACCOUNTANT	1.50		0.50					2.00
SENIOR BUYER	1.00							1.00
SENIOR MANAGEMENT ANALYST	1.15						0.85	2.00
UTILITY WORKER	1.00							1.00
TOTAL	35.40	-	1.60	-	-	-	1.55	38.55

PUBLIC SAFETY

POLICE DEPARTMENT

ADMINISTRATIVE SECRETARY	3.00							3.00
ANIMAL CARE ATTENDANT	3.00							3.00
ANIMAL CONTROL OFFICER	2.00							2.00
COMMUNICATIONS CENTER MANAGER	1.00							1.00
COMMUNICATIONS OPERATOR	5.00							5.00
CRIME ANALYST	1.00							1.00
CRIME LAB MANAGER	1.00							1.00
CUSTOMER SERVICE REPRESENTATIVE	1.00							1.00
FORENSIC EVIDENCE TECHNICIAN	3.00							3.00
MAINTENANCE AIDE	1.00							1.00
MANAGEMENT ANALYST	1.00							1.00
POLICE CAPTAIN	2.00							2.00
POLICE CHIEF	1.00							1.00
POLICE DISPATCHER	11.00							11.00
POLICE LIEUTENANT	7.00							7.00
POLICE OFFICER	95.00							95.00
POLICE RECORDS MANAGER	1.00							1.00
POLICE RECORDS SPECIALIST	12.00							12.00
POLICE RECORDS SUPERVISOR	2.00							2.00
POLICE SERGEANT	17.00							17.00
POLICE SERVICES OFFICER	13.00							13.00
PROPERTY CLERK	3.00							3.00
PUBLIC INFORMATION OFFICER	0.20							0.20
SECRETARY	1.00							1.00
SECRETARY TO POLICE CHIEF	1.00							1.00
SENIOR MANAGEMENT ANALYST	1.00							1.00
SUPERVISING POLICE DISPATCHER	4.00							4.00
TOTAL POLICE	193.20	-	-	-	-	-	-	193.20

CITY OF EL CAJON FISCAL YEAR 2016-2017 BUDGET
BUDGETED POSITIONS BY FUNCTION AND FUNDING SOURCE

Activity	General Fund	Fleet Maint	Waste-water	Gas Tax	Transit	EMS	Other Funding	Total
PUBLIC SAFETY (cont.)								
FIRE DEPARTMENT								
ADMIN SECRETARY	1.00							1.00
DEPUTY FIRE CHIEF	1.00							1.00
DEPUTY FIRE MARSHAL	1.00							1.00
FIRE BATTALION CHIEF	1.00							1.00
FIRE CAPTAIN	12.00					3.00		15.00
FIRE CHIEF	1.00							1.00
FIRE DIVISION CHIEF	1.00							1.00
FIRE ENGINEER	12.00					3.00		15.00
PARAMEDIC FIREFIGHTER	15.60					8.40		24.00
PUBLIC INFORMATION OFFICER	0.20							0.20
SENIOR MANAGEMENT ANALYST	1.00							1.00
TOTAL FIRE	46.80	-	-	-	-	14.40	-	61.20
TOTAL ALL PUBLIC SAFETY	240.00	-	-	-	-	14.40	-	254.40

PUBLIC WORKS

ADMINISTRATIVE SECRETARY	0.45	0.20	0.95	0.35	0.05			2.00
ASSISTANT CITY MANAGER	0.10		0.25	0.05				0.40
ASSISTANT ENGINEER	2.40		1.60					4.00
ASSOCIATE ENGINEER	3.60		2.35		0.05			6.00
CITY ENGINEER	0.80		0.20					1.00
CODE COMPLIANCE OFFICER			1.00					1.00
CUSTODIAN	1.00							1.00
DEPUTY DIRECTOR OF PUBLIC WORKS	0.25		0.75					1.00
ENGINEERING TECHNICIAN	2.40		0.55		0.05			3.00
EQUIPMENT MECHANIC		5.00						5.00
FACILITIES TECHNICIAN	5.00							5.00
FLEET MANAGER		1.00						1.00
GEOGRAPHIC INFO SYS ANALYST	0.15		0.75	0.10				1.00
GEOGRAPHIC INFO SYS TECHNICIAN	0.15		0.75	0.10				1.00
LEAD EQUIPMENT MECHANIC		1.00						1.00
LEAD FACILITIES TECHNICIAN	1.00							1.00
MAINTENANCE SUPERVISOR	2.30		1.00	0.70				4.00
MANAGEMENT ANALYST	0.10	0.20	0.50	0.20				1.00
OPERATIONS MANAGER	2.50	0.15	1.00	0.35				4.00
PARK MAINTENANCE WORKER	9.00							9.00
PUB WKS CREW LEADER	2.25		2.00	0.75				5.00
PUB WKS EQUIPMENT OPERATOR	1.05		10.00	4.90	0.05			16.00
PUB WKS INSPECTOR	1.90				0.10			2.00
PUB WKS MAINT WORKER II/TRAINEE	1.45		5.00	3.00	0.55			10.00
PRINCIPAL CIVIL ENGINEER	0.90		0.05	0.05				1.00
SECRETARY	0.40		0.60					1.00
SENIOR ENGINEERING TECHNICIAN	2.60		2.15	0.20	0.05			5.00
SENIOR MANAGEMENT ANALYST	0.60		0.55	0.30	0.05			1.50
SENIOR PUBLIC WORKS MAINT WORKER	5.00							5.00
TRAFFIC ENGINEER	0.65			0.10	0.25			1.00
TOTAL	48.00	7.55	32.00	11.15	1.20	-	-	99.90

CITY OF EL CAJON FISCAL YEAR 2016-2017 BUDGET
BUDGETED POSITIONS BY FUNCTION AND FUNDING SOURCE

RECREATION

Activity	General Fund	Fleet Maint	Waste-water	Gas Tax	Transit	EMS	Other Funding	Total
ADMINISTRATIVE SECRETARY	1.00							1.00
ASSISTANT RECREATION SVCS SUPV	3.45						0.55	4.00
DIRECTOR OF RECREATION	1.00							1.00
RECREATION SERVICES MANAGER	3.00							3.00
RECREATION SERVICES SUPERVISOR	7.00							7.00
TOTAL	15.45	-	-	-	-	-	0.55	16.00

COMMUNITY DEVELOPMENT and HOUSING

ADMINISTRATIVE SECRETARY	1.00							1.00
ASSISTANT CITY MANAGER	0.40							0.40
ASSISTANT PLANNER	1.00							1.00
ASSOCIATE PLANNER	1.00							1.00
BUILDING/FIRE SAFETY INSPECTOR	4.00							4.00
BUILDING OFFICIAL/FIRE MARSHAL	1.00							1.00
CODE COMPLIANCE OFFICER	1.00							1.00
CUSTOMER SERVICE REPRESENTATIVE	1.00							1.00
DEP DIR OF COMMUNITY DEVELOPMENT	1.00							1.00
JUNIOR PLANNER	1.00							1.00
PLANS EXAMINER	1.00							1.00
SECRETARY	2.00							2.00
SENIOR PLANNER	1.00							1.00
SENIOR MANAGEMENT ANALYST	1.50							1.50
SUPERVISING BUILDING INSPECTOR	1.00							1.00
TOTAL	18.90	-	-	-	-	-	-	18.90

TOTAL FUNDED FTE ALL FUNDS	**357.75**	**7.55**	**33.60**	**11.15**	**1.20**	**14.40**	**2.10**	**427.75**

CLASSIFICATION TITLE	Salary Range	Hourly Range		
Account Clerk	62.4	13.33	-	16.24
Accountant	93.1	28.44	-	34.65
Accounting Technician	78.7	19.93	-	24.28
Administrative Secretary	80.9	21.04	-	25.64
Administrative Secretary (HR / CM)	82.0	21.62	-	26.34
Animal Care Attendant	71.2	16.56	-	20.18
Animal Control Manager	100.6	34.22	-	41.70
Animal Control Officer	77.1	19.16	-	23.34
Assistant Building and Fire Safety Inspector	79.9	20.53	-	25.01
Assistant City Manager	134.5	79.04	-	96.31
Assistant Engineer / Licensed Land Surveyor	99.8	33.55	-	40.88
Assistant Planner	90.0	26.34	-	32.09
Assistant Recreation Svcs Supervisor	80.5	20.83	-	25.39
Assistant to the City Manager	108.0	41.08	-	50.06
Associate Engineer	105.8	38.91	-	47.41
Associate Planner	95.9	30.47	-	37.13
Building & Fire Safety Inspector	90.8	26.87	-	32.74
Building Official/Fire Marshal	114.5	48.24	-	58.77
Business License Inspector	78.7	19.93	-	24.28
Buyer	86.0	23.86	-	29.08
City Clerk	114.2	47.88	-	58.33
City Engineer/Deputy Director of Public Works	119.5	54.58	-	66.50
City Traffic Engineer	112.7	46.15	-	56.22
Clerk Typist	56.1	11.41	-	13.90
Code Compliance Officer	87.4	24.70	-	30.10
Communications Center Manager	100.6	34.22	-	41.70
Crime Analyst	88.0	25.07	-	30.55
Crime Lab Manager	100.6	34.22	-	41.70
Criminalist	103.4	36.67	-	44.68
Custodian / Limited-Term Custodian	65.7	14.46	-	17.61
Customer Service Representative	69.2	15.76	-	19.20
Deputy City Clerk	89.5	26.02	-	31.70
Deputy City Manager/Director of Finance	127.7	66.83	-	81.43
Deputy Director of Administrative Services	116.0	50.06	-	60.98
Deputy Director of Community Development	114.7	48.48	-	59.07
Deputy Director of Public Works	115.6	49.57	-	60.39
Deputy Fire Chief	119.2	54.17	-	66.00
Deputy Fire Marshal	96.8	31.16	-	37.96
Director of Administrative Services	122.8	59.22	-	72.15
Director of Community Development	122.5	58.77	-	71.61
Director of Finance / City Treasurer	125.3	62.98	-	76.73
Director of Human Resources	120.9	56.50	-	68.84
Director of Public Works	125.8	63.77	-	77.70

CLASSIFICATION TITLE	Salary Range	Hourly Range		
Director of Recreation	116.8	51.07	-	62.21
Engineering Aide	80.4	20.78	-	25.32
Engineering Technician	89.4	25.96	-	31.62
Equipment Mechanic	84.3	22.88	-	27.88
Executive Assistant to City Atty	92.1	27.74	-	33.80
Executive Assistant to City Mgr	92.1	27.74	-	33.80
Facilities Manager	110.8	44.03	-	53.64
Facilities Technician	79.5	20.33	-	24.77
Financial Operations Manager	116.2	50.31	-	61.29
Fire Battalion Chief *112 hour bi-weekly*	110.8	31.45	-	38.31
Fire Captain *112 hour bi-weekly*	104.2	26.72	-	32.55
Fire Chief	132.1	74.49	-	90.76
Fire Division Chief *40 hour weekly*	117.2	51.57	-	62.82
Fire Engineer *112 hour bi-weekly*	98.6	23.27	-	28.35
Firefighter *112 hour bi-weekly*	93.1	20.31	-	24.75
Fleet Manager	102.0	35.43	-	43.16
Forensic Evidence Technician	89.6	26.08	-	31.78
Geographic Information Systems Analyst	92.1	27.74	-	33.80
Geographic Information Systems Technician	85.0	23.28	-	28.37
Housing Manager	108.8	41.90	-	51.06
Human Resources Analyst	95.0	29.80	-	36.31
Information Technologies Manager	118.6	53.38	-	65.04
Information Technologies Technician	85.0	23.28	-	28.37
Intermediate Account Clerk	73.2	17.40	-	21.20
Junior Engineer	95.3	30.03	-	36.58
Junior Management Analyst	82.4	21.84	-	26.60
Junior Planner	82.4	21.84	-	26.60
Latent Print Examiner	102.0	35.43	-	43.16
Lead Custodian	68.5	15.49	-	18.88
Lead Equipment Mechanic	87.0	24.46	-	29.80
Lead Facilities Technician	87.0	24.46	-	29.80
Maintenance Supervisor	91.4	27.27	-	33.23
Maintenance Trainee	64.7	14.10	-	17.18
Management Analyst	92.3	27.88	-	33.97
Minutes Clerk	72.3	17.02	-	20.73
Multi-Media Technician (3/4 time position)	64.0	13.86	-	16.89
Network Administrator	101.6	35.08	-	42.74
Operations Manager	108.8	41.90	-	51.06
Paramedic Engineer *112 hour bi-weekly*	103.7	26.39	-	32.16
Paramedic Firefighter *112 hour bi-weekly*	98.0	22.92	-	27.93
Park Maintenance Worker	74.0	17.74	-	21.62
Parts Storekeeper	73.0	17.31	-	21.09
Planning Manager	110.8	44.03	-	53.64

CLASSIFICATION TITLE	Salary Range	Hourly Range		
Planning Technician	82.4	21.84	-	26.60
Plans Examiner	94.8	29.66	-	36.13
Police Agent (rate from 7/14/06 comp. plan)	94.3	29.29	-	35.69
Police Captain	122.5	58.77	-	71.61
Police Chief	132.3	74.86	-	91.21
Police Dispatcher	83.0	22.16	-	27.00
Police Lieutenant	116.9	51.20	-	62.37
Police Officer *A - E steps*	97.6	31.78	-	38.72
Police Officer (Academy Graduate)	95.6	30.25		
Police Records Manager	92.4	27.95	-	34.06
Police Records Specialist	72.7	17.18	-	20.94
Police Records Supervisor	79.8	20.48	-	24.95
Police Recruit	93.0	28.37		
Police Sergeant	105.5	38.63	-	47.06
Police Services Officer	83.8	22.60	-	27.54
Principal Civil Engineer	111.5	44.80	-	54.58
Principal Human Resources Analyst	110.2	43.38	-	52.85
Property Clerk	76.5	18.88	-	23.00
Public Information Officer	92.1	27.74	-	33.80
Public Safety Background Investigator	95.7	30.32	-	36.95
Public Safety Communications Operator	73.1	17.35	-	21.14
Public Works Crew Leader	85.6	23.63	-	28.79
Public Works Equipment Operator	82.6	21.94	-	26.74
Public Works Inspector	91.4	27.27	-	33.23
Public Works Maintenance Worker II	73.6	17.57	-	21.41
Public Works Supervisor	91.4	27.27	-	33.23
Purchasing Agent	102.2	35.60	-	43.38
Recreation Services Manager	102.3	35.69	-	43.49
Recreation Services Supervisor	89.0	25.70	-	31.31
Reprographics Assistant	70.7	16.36	-	19.93
Reprographics Technician	73.1	17.35	-	21.14
Secretary	68.0	15.30	-	18.64
Secretary to the Chief of Police	84.9	23.22	-	28.30
Senior Accountant	102.2	35.60	-	43.38
Senior Building and Fire Safety Inspector	94.8	29.66	-	36.13
Senior Buyer	90.0	26.34	-	32.09
Senior Engineering Technician	96.4	30.85	-	37.59
Senior Human Resources Analyst	102.2	35.60	-	43.38
Senior Management Analyst	102.2	35.60	-	43.38
Senior Management Analyst (Finance)	102.2	35.60	-	43.38
Senior Planner	99.7	33.47	-	40.78
Senior Public Works Maintenance Worker	80.0	20.58	-	25.07
Senior Risk Management Analyst	102.2	35.60	-	43.38

CLASSIFICATION TITLE	Salary Range	Hourly Range		
Supervising Building and Fire Safety Inspector	96.8	31.16	-	37.96
Supervising Engineering Technician	100.3	33.97	-	41.39
Supervising Police Dispatcher	90.2	26.47	-	32.25
Utility Worker	68.1	15.34	-	18.69
Administrative Intern	67.9	15.26	-	18.60
Emergency Medical Technician - Basic Life Support (Non-Sworn)	62.4	13.33	-	16.24
Maintenance Aide	56.1	11.41	-	13.90
Recreation Specialist I *(Beginning at B step)*	50.3	10.38	-	12.04
Recreation Specialist II	59.2	12.31	-	15.00
Recreation Specialist III	68.0	15.30	-	18.64
Recreation Specialist IV	77.0	19.11	-	23.28
Recreation Specialist V	85.9	23.81	-	29.00
Weed Abatement Inspector	85.3	23.46	-	28.58
				Annual
City Manager				242,063.89
City Attorney				147,737.18
Mayor				24,816.00
City Councilmember				17,208.00

Summary of Major Benefits:

California Public Employees' Retirement System (CalPERS)

Miscellaneous Employees	3% @ 60
Miscellaneous Employees (CalPERS members after 1/1/2013)	2% @ 62
Safety Employees	3% @ 50
Safety Employees (CalPERS members 3/11/2011-12/31/12)	3% @ 55
Safety Employees (CalPERS members after 1/1/2013)	2.7% @ 57

Section 125 Cafeteria Plan

Group Term Life Insurance

Tuition Reimbursement

PART-TIME/TEMPORARY PERSONNEL REQUEST
FISCAL YEAR 2016-17

ACTIVITY: Internship Program **ACTIVITY NO: Various**

Requesting Department	Hourly Rate	Avg. Annual Hours
Finance (114000)	$14.67 - $17.88	988
Human Resources (118000)	$14.67 - $17.88	988
Engineering (151900)	$14.67 - $17.88	988
Community Development (170510)	$14.67 - $17.88	988
Community Development (170510)	$14.67 - $17.88	988
Community Development (170510)	$14.67 - $17.88	520
Building (171000)	$14.67 - $17.88	988
Building (171000)	$14.67 - $17.88	988
Building (171000)	$14.67 - $17.88	988
Wastewater (650710 / 650750)	$14.67 - $17.88	988

The City's Internship Program allows individuals to serve local government in various capacities so that they obtain the practical skills necessary for possible careers in the public sector. The internships are both paid and unpaid (usually for college credit). The individuals selected may be assigned basic technical tasks and administrative assignments that expose them to the operations of full-service local government.

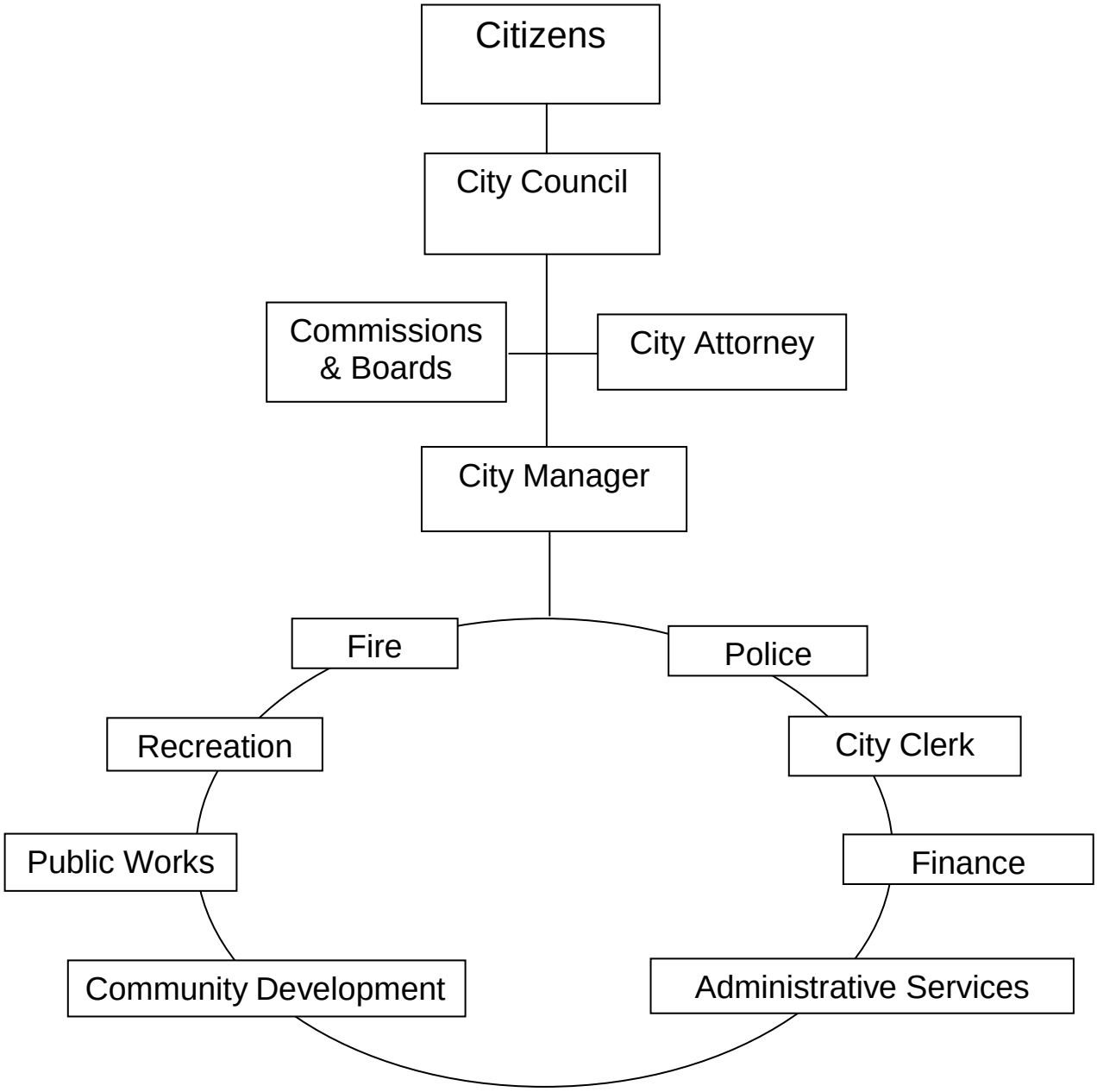
The City's interns are selected to work for one or more departments for the duration of their internships. They receive no employee benefits other than their pay except those required by law (i.e. Medicare, PST, worker's compensation, etc). Recent interns have assisted in the Community Development, Public Works and Finance departments. They provide service to the department(s) and, in turn, receive valuable work experience and an invaluable introduction to public sector. Frequently, they are enrolled in Political Science or Public Administration programs at local universities.

Funding for paid internships is allocated in individual General and Non-General Fund department budgets. This allows the departments to hire the appropriate number of interns within the confines of their respective budget allocations. The interns are not considered full-time employees (FTEs) and are not recognized as such in the budget.

Requests for interns in Finance, Human Resources, Community Development, Engineering, and Wastewater were made this Fiscal Year. Individual intern requests and number of annual hours is at the discretion and approval of the City Manager.

CITY OF EL CAJON

FY 2016-2017



EL CAJON

The Valley of Opportunity

Incorporated 1912

ACTIVITY: CITY COUNCIL **ACTIVITY NO: 101000**
104000

Mission Statement:
The Mission of the City Council is to lead the City of El Cajon in providing municipal government services, enact reasonable policies, and meet the needs of the community in an unobtrusive, yet effective manner in order to preserve the rights of all while promoting the majority interest; and to serve all residents of the City of El Cajon by being accessible and open in gathering public input and initiating laws, programs and services that respond to the community's needs.

Description:
The City Council is comprised of five members including the Mayor, all of whom are elected at large for overlapping four-year terms. The Mayor is the presiding officer of the City Council, Successor Agency to the El Cajon Redevelopment Agency and the El Cajon Housing Authority. Annually, the City Council chooses one of its members to serve as the Mayor Pro Tempore. The City Council is accountable to the residents of El Cajon for all public services and programs provided by City staff. The City Council serves as the City's policy-making body, enacting all ordinances, approving all resolutions and taking action on all municipal matters involving policy decisions and leadership. The City Council appoints the City Manager, the City Attorney and ratifies the appointment of all advisory board and commission members. The City Council also serves as the Successor Agency to the El Cajon Redevelopment Agency and the El Cajon Housing Authority and appoints the members of City commissions, committees and advisory boards. The City Council represents the City at special events, works closely with state and federal legislators to inform them of the needs in this community, and is a conduit providing the people of the community with a voice in local government.

Goals:
- To ensure that municipal services are provided in the most efficient, effective and responsive manner possible to meet the needs and desired service levels of the community.
- To provide an open forum for direct public input and an avenue for resolving community concerns.
- To ensure that the City maintains a fiscally sound operating budget.
- To actively promote the City of El Cajon by attending community functions and other public events.
- To represent the interests of the City on various commissions, boards and committees serving the entire San Diego region.
- To maintain close working relationships with state and federal legislators to foster the interests of the City of El Cajon.
- Provide timely and accurate responses to the public when information or intervention is requested.
- To encourage and recruit new business to El Cajon and promote and assist existing businesses.
- To support the ongoing development of Downtown El Cajon.
- To continue to enhance the quality of life through increased and improved public safety services.

Financial Comments:
Funds that were budgeted in the Community Services & Special Events Activity (103000) in previous years have been transferred into the City Council's Budget for Fiscal Year 2016-17. This includes funds for the Harry Griffin Park JPA and video production of City Council meetings.

Acct #	Account Title	FY13-14 Actual	FY14-15 Actual	FY15-16 Budgeted	FY15-16 Estimated	FY16-17 Adopted
101000						**CITY COUNCIL**
7110	SALARIES	91,538	93,943	94,038	99,362	101,842
7310	PERS (EMPLOYER)	26,112	31,075	31,748	33,124	38,456
7312	POST RETIREMENT BENEFITS	-	12,164	12,493	12,493	13,929
7315	MEDICARE TAX	1,208	1,240	1,599	1,306	1,731
7325	CAFETERIA	30,930	32,787	47,100	46,132	61,500
7335	WORKERS COMPENSATION	766	807	922	881	960
7340	LIFE INSURANCE	568	583	263	583	263
7355	CAR ALLOWANCE	27,488	28,200	28,200	28,200	28,200
TOTAL	**SALARY & BENEFITS**	**178,610**	**200,800**	**216,363**	**222,081**	**246,881**
8120	AWARDS AND PRESENTATION	19	615	1,000	500	1,000
8150	OFFICE SUPPLIES	429	725	600	700	700
8160	OPERATING SUPPLIES	586	240	1,100	1,000	2,000
8395	OTHER PROF/TECH SERVICES	25,000	25,000	25,000	25,000	50,000
8516	PROPERTY INS CHG/PREMIUM	4,644	4,827	6,274	6,274	6,274
8530	CONTRIBUTIONS	-	-	-	-	85,000
8594	TRAINING/MEETINGS/SCHOOL	1,356	928	7,500	2,000	7,500
8612	LEAGUE OF CA CITIES	-	-	25,100	24,120	28,100
8614	LAFCO	-	-	28,850	28,320	29,050
8616	SANDAG	-	-	19,000	17,210	19,000
TOTAL	**MAT'L, SVC & SUPPLIES**	**32,035**	**32,334**	**114,424**	**105,124**	**228,624**
	ACTIVITY TOTAL	**210,644**	**233,135**	**330,787**	**327,205**	**475,505**

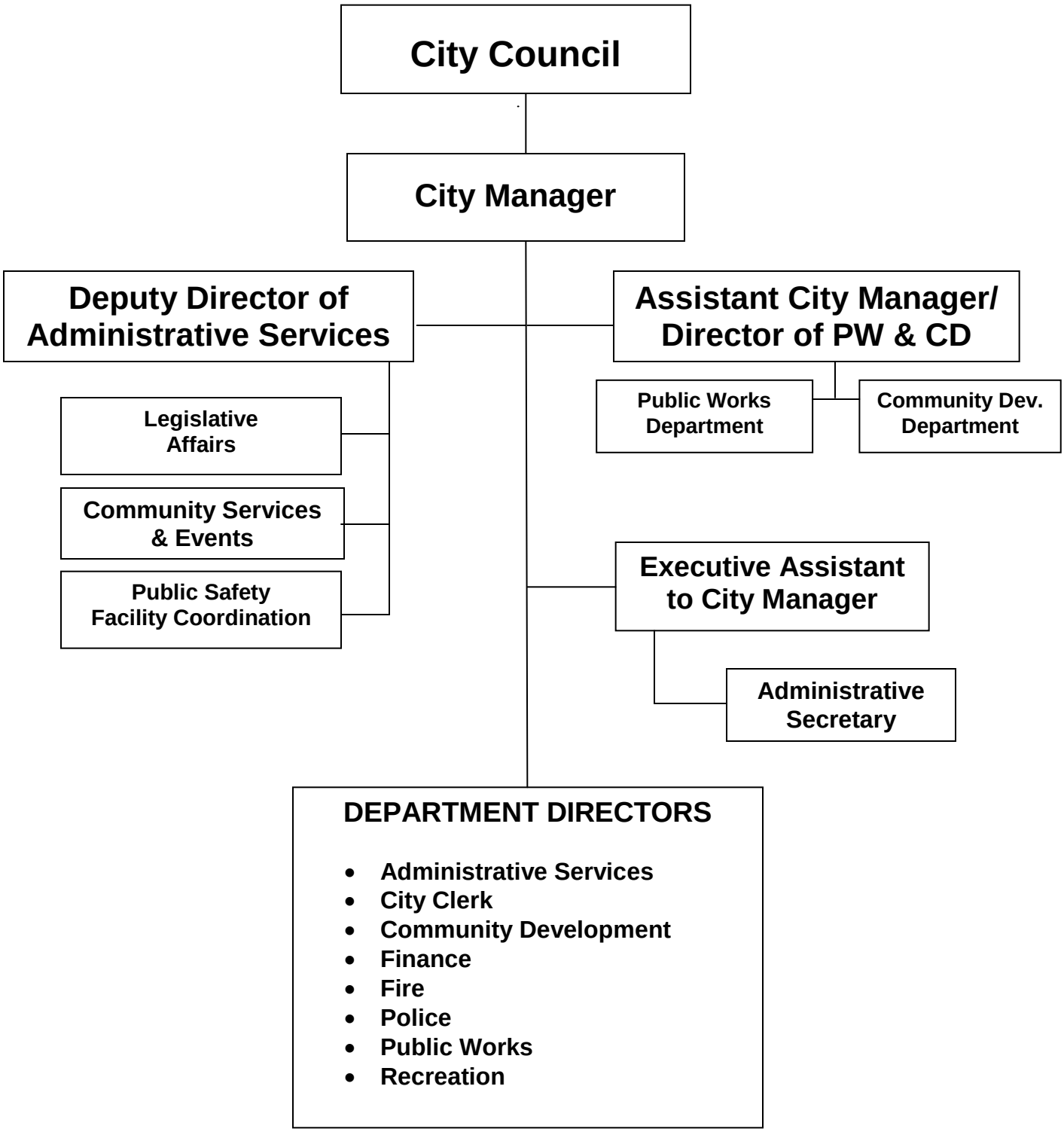
DETAIL OF PERSONNEL SERVICES

JOB CLASSIFICATION	2013-2014 ACTUAL	2014-2015 ACTUAL	2015-2016 ACTUAL	2016-2017 ADOPTED
Mayor	1.00	1.00	1.00	1.00
Councilmembers	4.00	4.00	4.00	4.00
TOTAL	**5.00**	**5.00**	**5.00**	**5.00**

Acct #	Account Title	FY13-14 Actual	FY14-15 Actual	FY15-16 Budgeted	FY15-16 Estimated	FY16-17 Adopted
104000						**CONTINGENCY**
8529	CONTINGENCY	-	21,500	45,000	25,000	45,000
8530	CONTRIBUTIONS	30,350	26,000	50,000	45,000	50,000
8610	ECONOMIC DEVELOP COUNC	5,000	5,000	5,000	5,000	5,000
TOTAL	**MAT'L, SVC & SUPPLIES**	**35,350**	**52,500**	**100,000**	**75,000**	**100,000**
	ACTIVITY TOTAL	**35,350**	**52,500**	**100,000**	**75,000**	**100,000**

CITY MANAGER

FY 2016-2017



ACTIVITY: CITY MANAGER **ACTIVITY NO: 110000**

Mission Statement:
The Mission of the City Manager is to support the City Council's goals and objectives through the appointment and development of staff, enactment of policies and procedures to efficiently and effectively carry out the City Council's directives, presentation and monitoring of a fiscally sound operating budget, and recommendations for innovations and improvement in the provision of public service.

Description:
The City Manager is appointed by, and serves at the pleasure of the City Council. The City Manager is the Chief Administrative Officer of the City and is responsible to the City Council for enforcement of the City's ordinances, direction of administrative operations, and provision of technical expertise in deliverance of municipal government services. The City Manager advises the City Council on all legislative and administrative matters, directs and monitors the staff providing service to the public, serves as the City's Affirmative Action Officer, and prepares the annual budget for City Council approval. The City Manager is also the Chief Executive Officer for Successor Agency to the El Cajon Redevelopment Agency and the El Cajon Housing Authority.

Goals:
- Strive to maintain the City's infrastructure and programs.
- Advise the City Council on all legislative and policy matters and as to the financial needs and condition of the City.
- Ensure an adequate staffing level to meet the needs of the community and carry out the programs and policies established by the City Council.
- Provide ongoing customer service training to City staff to improve our contacts and effectiveness in addressing matters within the community and to embrace and model the Visions, Mission and Values as set forth.
- Inform the City Council of all municipal affairs and operations and to provide timely and accurate information to the City Council upon request.
- Update and maintain efficient internal control systems consistent with changing governmental rules and regulations and the City's needs.
- Assess other departments' performance in the areas of customer service through review of resident input.
- Act as a conduit for information and referral of the public to those most able to assist.
- Work with the City Council to improve community accessibility to local government.
- Work with the City Council to explore options for the renovation and management of the East County Performing Arts Center in anticipation of reopening the theater.
- Monitor and advise the Mayor and City Council on proposed and enacted legislation at the State and Federal levels.
- Continue to support and find ways to enhance the City's missions and strategic direction through news media relations, internal and external communications, and marketing activities.
- Provide information to the community and local media on important City matters via Press Releases, Newsletters, Channel 24's Bulletin Board, and the City Website.

Financial Comments:
In Fiscal Year 2016-17, funds from the Community Services & Special Events Activity (103000) were transferred to the City Manager's Budget. This includes funds for Community Services & Special Events operating supplies, the City Newsletter, graffiti removal, and promotional activities.

Acct #	Account Title	FY13-14 Actual	FY14-15 Actual	FY15-16 Budgeted	FY15-16 Estimated	FY16-17 Adopted
110000						**CITY MANAGER**
7110	SALARIES	394,401	422,657	519,463	529,323	415,589
7130	VACATION/SICK CONVERSION	21,948	11,204	18,732	4,085	4,494
7170	STIPEND	-	-	-	480	-
7310	PERS (EMPLOYER)	112,498	136,095	175,376	176,528	156,926
7311	OTHER RETIREMENT BENEFIT	6,036	6,740	6,720	6,756	6,720
7312	POST RETIREMENT BENEFITS	-	7,907	11,993	11,993	8,497
7315	MEDICARE TAX	5,899	6,220	8,831	7,614	7,065
7325	CAFETERIA	35,245	37,050	55,980	56,433	37,515
7335	WORKERS COMPENSATION	3,449	3,640	6,366	5,935	3,919
7340	LIFE INSURANCE	1,198	1,264	1,532	1,572	1,180
7345	LTD INSURANCE	1,009	1,366	1,666	1,632	1,343
7350	STD INSURANCE	606	615	773	735	616
7355	CAR ALLOWANCE	8,040	9,288	12,288	9,288	9,288
7370	EMPLOYEE PROF DEVELOPM	1,485	1,418	2,500	143	2,500
TOTAL	**SALARY & BENEFITS**	**591,814**	**645,464**	**822,220**	**812,517**	**655,652**
8150	OFFICE SUPPLIES	431	645	800	800	1,100
8160	OPERATING SUPPLIES	565	603	700	700	2,475
8345	LEGAL SERVICES	-	1,205	-	-	-
8355	RECORDS MANAGEMENT	221	531	500	400	500
8395	OTHER PROF/TECH SERVICES	-	71,762	102,000	100,000	520,000
8515	LIABILITY INS CHG/PREMIUM	-	-	-	-	880
8516	PROPERTY INS CHG/PREMIUM	2,484	2,580	3,353	3,353	3,353
8528	COMMUNICATIONS	131	53	1,400	200	1,400
8532	COPIER RENT/MAINTENANCE	-	158	400	500	800
8538	GRAFFITI REMOVAL	-	-	-	-	66,000
8550	MANAGEMENT ENRICHMENT	1,616	7,129	15,000	8,250	15,000
8552	MEMBERSHIP,DUES & LICENS	2,860	3,835	5,000	4,000	5,000
8568	POSTAGE AND SHIPPING	-	-	-	-	17,000
8570	PRINTING AND BINDING	-	-	-	-	6,500
8572	PROMOTIONS	550	5,550	10,550	4,500	10,550
8576	REPAIRS AND MAINTENANCE	60	123	100	75	100
8594	TRAINING/MEETINGS/SCHOOL	8,561	9,336	8,800	9,500	8,900
TOTAL	**MAT'L, SVC & SUPPLIES**	**17,480**	**103,509**	**148,603**	**132,278**	**659,558**
9910	TRANSFER OUT	-	-	198,000	198,000	-
TOTAL OTHER FINANCING USES		**-**	**-**	**198,000**	**198,000**	**-**
ACTIVITY TOTAL		**609,294**	**748,973**	**1,168,823**	**1,142,795**	**1,315,210**

DETAIL OF PERSONNEL SERVICES

JOB CLASSIFICATION	2013-2014 ACTUAL	2014-2015 ACTUAL	2015-2016 ACTUAL	2016-2017 ADOPTED
City Manager	1.00	1.00	1.00	1.00
Assistant City Manager / Director of P.W. and C.D.	0.00	0.20	0.20	0.20
Deputy City Manager / Director of Finance	0.30	0.00	0.00	0.00
Deputy Dir. of Admin. Svs. / Assist. to the City Mgr	0.00	0.00	0.00	0.35
Assistant to the City Manager	1.00	0.70	0.80	0.00
Executive Assistant to the City Manager	0.60	0.60	0.60	0.60
Administrative Secretary	0.80	0.75	0.85	0.90
Public Information Officer	0.00	0.00	0.60	0.00
Multi-Media Technician	0.00	0.00	0.75	0.00
TOTAL	**3.70**	**3.25**	**4.80**	**3.05**

ACTIVITY: COMMUNITY SERVICES & EVENTS **ACTIVITY NO: 103000**

Mission Statement:
The Mission of the Community Services & Events program is to support the City Council's goals and objectives through various media sources, internal and external communications, and marketing activities. Staff is to maintain an open, transparent channel of communication between all City departments, the residents and the media. The commitment of staff is to provide accurate and timely information regarding the City, its policies and procedures, and the efforts of City employees.

Description:
This budget activity is used to fund events and services within the community, including the dissemination of information and promotional materials to the public and media regarding City services and various activities. These activities are enjoyed citywide and help to enhance the quality of life for our residents.

Goals:
- To generate internal and external support for City produced and business sponsored community events.
- Host and/or co-sponsor special events that provide community-wide benefit to the residents of El Cajon while also providing economic benefits to the local businesses. These include, but are not limited to America on Main Street, 4th of July Celebration, Hauntfest on Main, and RunEC.
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Financial Comments:
In a continuation of what was done in Fiscal Year 2015-2016, funds not related to the creation, promotion, or operation of a special event were transferred to the City Council and City Manager Activities for Fiscal Year 2016-17. This has resulted in a reduction for the Community Services & Events overall budget.

Acct #	Account Title	FY13-14 Actual	FY14-15 Actual	FY15-16 Budgeted	FY15-16 Estimated	FY16-17 Adopted
103000						**COMMUNITY SVCS & EVENTS**
7110	SALARIES	74,593	91,115	-	-	-
7130	VACATION/SICK CONVERSION	5,306	975	-	-	-
7310	PERS (EMPLOYER)	21,247	30,131	-	-	-
7311	OTHER RETIREMENT BENEFIT	9	-	-	-	-
7312	POST RETIREMENT BENEFITS	-	4,014	-	-	-
7315	MEDICARE TAX	1,331	1,540	-	-	-
7325	CAFETERIA	16,365	18,810	-	-	-
7335	WORKERS COMPENSATION	1,598	1,724	-	-	-
7340	LIFE INSURANCE	234	289	-	-	-
7345	LTD INSURANCE	140	237	-	-	-
7350	STD INSURANCE	84	107	-	-	-
TOTAL	**SALARY & BENEFITS**	**120,907**	**148,942**	**-**	**-**	**-**
8150	OFFICE SUPPLIES	53	213	300	250	-
8160	OPERATING SUPPLIES	33,733	28,099	26,775	25,000	30,000
8395	OTHER PROF/TECH SERVICES	63,038	78,475	70,000	74,000	72,000
8515	LIABILITY INS CHG/PREMIUM	7,316	4,550	12,000	12,000	12,000
8522	ADVERTISING	1,768	1,527	4,700	4,000	4,700
8530	CONTRIBUTIONS	140,409	127,251	155,000	125,000	40,000
8532	COPIER RENT/MAINTENANCE	-	-	400	-	-
8538	GRAFFITI REMOVAL	59,165	57,600	66,000	66,000	-
8552	MEMBERSHIP,DUES & LICENS	-	360	-	-	-
8568	POSTAGE AND SHIPPING	14,800	16,017	17,000	17,000	-
8570	PRINTING AND BINDING	10,552	7,369	13,400	10,000	4,400
8572	PROMOTIONS	11,011	2,567	24,500	2,000	20,000
8574	RENT EXPENSE	60,478	49,987	65,000	50,000	65,000
8576	REPAIRS AND MAINTENANCE	-	781	-	-	-
8594	TRAINING/MEETINGS/SCHOOI	-	10	100	100	-
TOTAL	**MAT'L, SVC & SUPPLIES**	**402,323**	**374,806**	**455,175**	**385,350**	**248,100**
	ACTIVITY TOTAL	**523,230**	**523,748**	**455,175**	**385,350**	**248,100**

DETAIL OF PERSONNEL SERVICES

JOB CLASSIFICATION	2013-2014 ACTUAL	2014-2015 ACTUAL	2015-2016 ACTUAL	2016-2017 ADOPTED
Deputy City Mananger / Director of Finance	0.05	0.00	0.00	0.00
Assistant to the City Manager	0.00	0.20	0.00	0.00
Public Information Officer	0.60	0.60	0.00	0.00
Administrative Secretary	0.10	0.10	0.00	0.00
Multi-Media Technician	0.75	0.75	0.00	0.00
TOTAL	**1.50**	**1.65**	**0.00**	**0.00**

ACTIVITY: CENTENNIAL CELEBRATION **ACTIVITY NO: 103100**

Mission Statement:
The Mission of the Centennial Celebration is honoring and celebrating the people who make El Cajon the Valley of Opportunity.

Description:
The El Cajon Centennial Celebration is a community wide, multi-year program that will be filled with activities, events, and projects for the purpose of achieving the goals identified by the Centennial Committee.

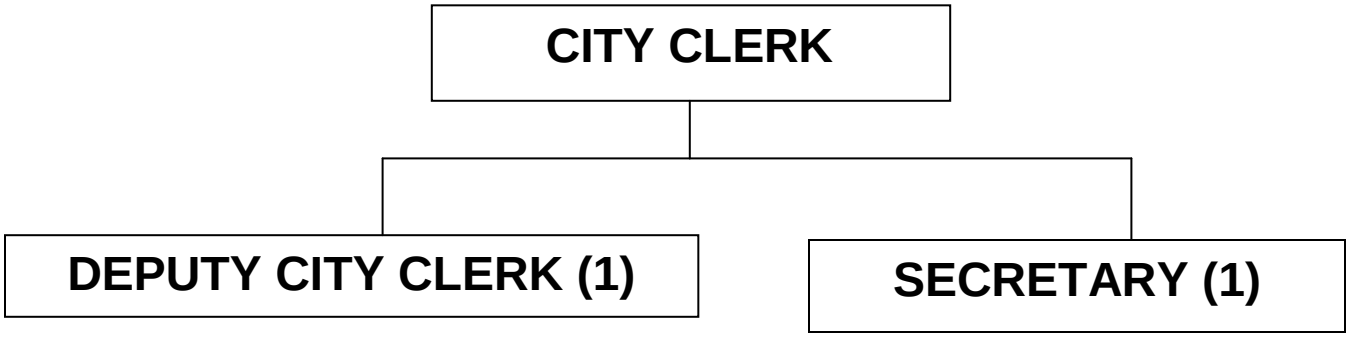
Goals:
- Honor the history and culture of El Cajon and build a sense of shared tradition and pride.
- Commemorate the City of El Cajon as "The Valley of Opportunity" with our community's rich educational, cultural, historical, social and economic resources.
- Showcase El Cajon's social and economic vitality from the past, present and future.

Financial Comments:
In Fiscal Year 2016-17, there will be the last of the expenditures in this Activity for the updating of the "The History of El Cajon, Valley of Opportunity", by Eldonna P. Lay. This publication was originally commissioned and published by the City in 1987 for its 75th Anniversary. The 70-page extension will cover both the past twenty-five years of the City's history and end with a collection of photos of official Centennial events.

Acct #	Account Title	FY13-14 Actual	FY14-15 Actual	FY15-16 Budgeted	FY15-16 Estimated	FY16-17 Adopted
103100						CENTENNIAL CELEBRATION
8120	AWARDS AND PRESENTATION	270	-	-	-	-
8160	OPERATING SUPPLIES	374	-	-	-	-
8395	OTHER PROF/TECH SERVICES	-	-	12,275	6,000	6,275
8570	PRINTING AND BINDING	124	3,500	22,000	11,000	11,000
8572	PROMOTIONS	2,280	-	-	-	-
TOTAL	MAT'L, SVC & SUPPLIES	3,048	3,500	34,275	17,000	17,275
	ACTIVITY TOTAL	3,048	3,500	34,275	17,000	17,275

OFFICE OF THE CITY CLERK

FY 2016-2017



EL CAJON

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CITY CLERK AND ELECTIONS **Activity No. 107000**

Mission Statement:
It is the mission of the City Clerk's Office to ensure citizens' trust in government by supporting the City's legislative process, providing courteous, prompt and efficient services to the public, City Council, City Departments and their Staff, and to execute mandated responsibilities in an efficient and effective manner, with a strong commitment toward producing accurate, quality and unbiased results. It is further our mission as custodian of records to safeguard all official documents, keep them organized and in filing systems to promote prompt accessibility.

Description:
Primary functions of the City Clerk's office include:
- Serving as the Custodian of Records for the City
- Serving as the Elections Official for the City's municipal elections
- Serving as the Filing Officer for Fair Political Practices Commission for the collection and processing of Campaign Disclosure Statements, Statements of Economic Interest and other required filings
- Coordinating, preparing and posting City Council Agendas and Minutes
- Attending all City Council meetings and accurately recording proceedings
- Maintaining and facilitating codification of the City's Municipal Code
- Coordinating the recruitment process for the City's Boards and Commissions
- Processing Resolutions, Ordinances, contracts and agreements
- Coordinating the publishing and/or posting of public hearing notices and other required postings

Prior Fiscal Year Highlights:
The following is a list of some of the tasks completed by the City Clerk's Office for FY 2015-2016:
- Prepared Agendas and Minutes for 22 City Council/Housing Authority/Successor Agency to the Redevelopment Agency meetings
- Processed all Resolutions, Ordinances and contracts approved by the City Council/Housing Authority/Successor Agency to the Redevelopment Agency

Goals:
- To coordinate and oversee the processes required for the November 8, 2016 General Municipal Election
- To continue to provide excellent customer service to members of the public, the City Council, staff and other agencies and organizations
- To efficiently and effectively produce and maintain records of City Council Agendas, Minutes, Resolutions and Ordinances
- To review and improve accessibility of information on the City Clerk's web page
- Undertake projects as directed by the City Council and City Manager.

Financial Comments:
Due to the anticipated costs of the General Municipal Election to be held on November 8, 2016, to fill three seats on the City Council, and placement of two City-initiated measures on the ballot, our Materials, Supplies and Services budget has significantly increased over the previous, non-Election year (FY2015-16).

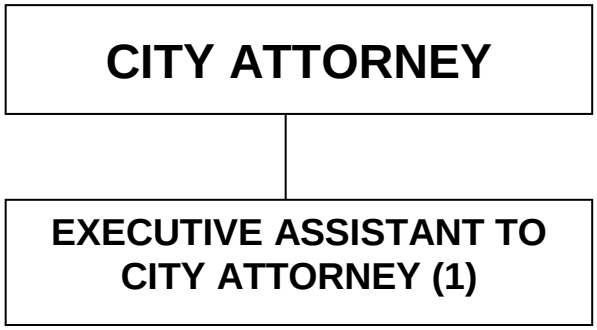
Acct #	Account Title	FY13-14 Actual	FY14-15 Actual	FY15-16 Budgeted	FY15-16 Estimated	FY16-17 Adopted
107000						**CITY CLERK AND ELECTIONS**
7110	SALARIES	197,644	192,082	202,617	210,422	216,648
7130	VACATION/SICK CONVERSION	3,644	1,051	1,757	-	1,000
7170	STIPEND	-	-	-	600	-
7310	PERS (EMPLOYER)	54,780	63,522	68,406	70,167	81,806
7311	OTHER RETIREMENT BENEFIT	418	-	-	-	-
7312	POST RETIREMENT BENEFITS	-	7,298	7,496	7,496	8,358
7315	MEDICARE TAX	3,279	3,178	3,445	3,427	3,683
7325	CAFETERIA	32,487	34,500	35,100	35,400	36,900
7335	WORKERS COMPENSATION	1,689	1,624	1,986	1,866	2,043
7340	LIFE INSURANCE	653	643	678	690	717
7345	LTD INSURANCE	486	606	677	664	738
7350	STD INSURANCE	292	273	315	299	338
TOTAL	**SALARY & BENEFITS**	**295,371**	**304,777**	**322,477**	**331,031**	**352,231**
8150	OFFICE SUPPLIES	2,554	2,617	3,200	2,700	3,000
8160	OPERATING SUPPLIES	746	1,225	1,500	900	1,400
8355	RECORDS MANAGEMENT	886	1,336	2,500	2,500	2,500
8395	OTHER PROF/TECH SERVICES	3,650	5,388	7,000	6,000	7,000
8515	LIABILITY INS CHG/PREMIUM	-	6,417	9,584	9,584	4,515
8516	PROPERTY INS CHG/PREMIUM	1,500	1,564	2,032	2,032	2,032
8522	ADVERTISING	1,536	2,166	4,000	2,300	4,000
8532	COPIER RENT/MAINTENANCE	-	44	350	350	400
8535	ELECTION EXPENSES	209	20,533	5,000	600	110,000
8552	MEMBERSHIP,DUES & LICENS	510	570	730	730	730
8560	PERMITS AND FEES	248	24	600	350	600
8572	PROMOTIONS	515	1,253	1,500	1,000	1,500
8576	REPAIRS AND MAINTENANCE	277	418	400	250	400
8586	SOFTWARE AGREEMENTS	3,389	3,389	3,700	3,700	3,700
8594	TRAINING/MEETINGS/SCHOOI	335	1,996	2,300	2,300	2,500
TOTAL	**MAT'L, SVC & SUPPLIES**	**16,354**	**48,938**	**44,396**	**35,296**	**144,277**
	ACTIVITY TOTAL	**311,726**	**353,715**	**366,873**	**366,327**	**496,508**

DETAIL OF PERSONNEL SERVICES

JOB CLASSIFICATION	2013-2014 ACTUAL	2014-2015 ACTUAL	2015-2016 ACTUAL	2016-2017 ADOPTED
City Clerk	1.00	1.00	1.00	1.00
Deputy City Clerk	1.00	1.00	1.00	1.00
Secretary	1.00	1.00	1.00	1.00
TOTAL	**3.00**	**3.00**	**3.00**	**3.00**

OFFICE OF THE CITY ATTORNEY

FY 2016-17



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ACTIVITY: CITY ATTORNEY **ACTIVITY NO: 106000**

Mission Statement: The City Attorney's office is dedicated to providing reliable and timely legal guidance and support to the City's elected officials and appointed officers, all City departments, and appointed boards and commissions, in the conduct of City business in order to improve our community and avoid unnecessary litigation that could strain the City's resources. The department represents the City in both civil and criminal matters, including the prosecution of violations of the El Cajon Municipal Code ("ECMC"), before all state and federal courts and administrative bodies.

Description: The primary function of the City Attorney is to advise the elected officials, appointed officers and employees of the City of El Cajon; to draft ordinances, resolutions, contracts and other documents; and to represent the City in all legal matters.

Prior Fiscal Year Highlights:
Listed below are approximate figures for some of the tasks performed by the City Attorney's office during FY 2015-2016:

4	Administrative Hearings
48	Agenda Reports, Department Policies, etc. (preparation and review)
24	Closed Session memos
12	Code Enforcement / Building Violations / Substandard Conditions / Summary Abatements
4	Factual Innocence Petitions
23	Hold Harmless Agreements prepared
21	Law Memos / Legal Opinions
60	Lawsuits / Claims for Damages
76	Miscellaneous Contracts
687	Municipal Code Citations / Complaints processed
18	Ordinances prepared / reviewed
5	Personnel issues
8	Pitchess Motions
13	Police Department Requests reviewed
54	Professional Services Agreements and Amendments, including ECHA
30	Public Works Contracts and Amendments prepared / reviewed
351	Public Records Act and Medical Records requests reviewed and processed
144	Resolutions prepared / reviewed (including Planning Commission, Housing Authority, and the City of El Cajon as Successor Agency to ECRA)
8	Subdivision Agreements and Amendments
109	Subpoenas reviewed and processed

El Cajon Housing Authority and Successor Agency to the El Cajon Redevelopment Agency (ECRA) – Continued to provide support to staff in the ongoing winding-down of ECRA affairs, including reviewing Oversight board agenda reports and resolutions; participating in the selection of, and initiation of negotiations with, a proposed purchaser of the former police station at 100 Fletcher Parkway; and negotiating the final terms and assisting in the final sale of vacant property on Johnson Avenue to the owners of the adjacent Kia dealership. Working with Housing Authority staff and the borrowers in negotiating ongoing questions related to the Authority's loan for the development of 812 Grossmont Avenue.

Contracts and Amendments – Prepared approximately 200 contracts and agreements, including public works contracts, professional services agreements, hold harmless agreements, subdivision agreements, subordination agreements, lien contracts, participation agreements, disposition and development agreements, miscellaneous contracts, and amendments to existing agreements. Assisted Purchasing staff in the evaluation of numerous bid irregularities (both minor and major), protests, and evaluations.
Preparation and processing of documents necessary for the development of a 120-room multi-story

Courtyard by Marriott hotel on the north side of Rea Street, including the property on the northeast corner of Rea Street and Magnolia Avenue.

In addition, worked jointly with staff to finalize Alternative Project Procurement – Pre-Construction Services and Guaranteed Maximum Price Proposals for the Johnson Avenue Sewer Relief Project – Phase II, and the El Cajon Animal Control Facility Project.

Public Records Act and Medical Records Requests – Reviewed and processed 351 requests for records, approximately 30 per month.

Subpoenas – Reviewed and processed approximately 109 subpoenas for City of El Cajon records and staff appearances.

Alcohol Sales and Deemed Approved Status – In conjunction and cooperation with other departments, worked to enforce the City's "deemed approved" ordinance, which was adopted by City Council on September 10, 2013, through procedures to revoke existing deemed approved CUPs as well as deemed approved status for legal nonconforming uses.

Code Enforcement / Building Violations / Substandard Conditions / Summary Abatement – Worked with Building and Fire Safety Division staff to prepare necessary documents for on-going properties that were brought before City Council for dangerous and nuisance conditions. Worked with Planning Division staff and Police Department staff to shut down illegal medical marijuana dispensaries, and to begin to enforce the City's ordinance against three others, including obtaining inspection warrants allowing access to two existing sites in order to confirm violations of the City's Zoning Code and Building codes and obtain preliminary injunctions. Worked with Building Division staff and Police Department staff to enforce the City's ordinances with respect to 1532 Swallow Drive, the Villa Serena Motel, Fountain Liquors, and the Villa Embasadora Motel.

Insurance – Worked with City staff to resolve several insurance issues for City-wide events and contracts.

Regional and Statewide Work – Participated in working groups of city attorneys on matters of regional and statewide interest having significance to the City. These include active participation in the City Attorneys' group assisting various cities and local agencies in efforts to resolve regional waste water issues; on the representative board of city attorneys for monitoring and guiding litigation involving the City against the County Auditor-Controller in challenging her method of calculating real property tax trust fund payments following the dissolution of all redevelopment agencies; on the representative board of city attorneys monitoring and guiding the litigation involving the City and other charter cities against the State of California Department of Industrial Relations in challenging 2012 legislation to remove home rule for charter cities (SB 7); served as the Co-chair of the Public Records Act Committee of the League of California Cities' City Attorneys Department, which not only maintains and updates valuable publications for city attorneys and city clerks, but also monitors ongoing legislation and litigation affecting the California Public Records Act. In addition the City Attorney was elected President of the San Diego County City Attorneys Association, which provides on-going training of, and dialogue among, municipal lawyers in the county through monthly meetings.

Ordinances – Prepared / reviewed approximately 18 ordinances, including:

- Ordinance of the City of El Cajon Adding Chapter 15.92 to the El Cajon Municipal Code Relating to Expedited Permitting Procedures for Small Residential Rooftop Solar Systems.
- Ordinance Amending Specific Plan No. 174 for the Development and Use of the Property Located at the Southwest Corner of Fletcher Parkway and North Johnson Avenue, APNs: 482-240-26, -27, -28, -29, -45 and -46) (converting a former retail furniture store, which has been closed for over two years, into a commercial project including offices and a Panera restaurant).

- Ordinance Rezoning Property Located on the West Side of Bostonia Street Between Broadway and Greenfield Drive from RS-6 to the Planned Residential Development (PRD) Low Zone; APN: 484-321-01-00; General Plan Designation: LR (Low Density, 3-10) (pertaining to the development of 11 single-family homes).
- Ordinance Approving Specific Plan No. 526 for a Hotel Located at the Northeast Corner of North Magnolia and Rea Avenues in the C-R (Regional Commercial) Zone; General Plan Designation: Special Development Area No. 9 (SDA 9)/Regional Commercial (RC (pertaining to development of the downtown Courtyard by Marriott hotel).
- Ordinance Approving Zoning Reclassification 2292 Rezoning Property at the Southwest Corner of West Renette Avenue and South Sunshine Avenue from R-1-6 Zone to R-3 Zone (pertaining to the development of a four-unit PUD).
- Ordinance Implementing the Zoning Code Omnibus and Select Code Section Updates by Amending the Zoning Code and provisions found in Titles 5, 9, 12, and 15, all to clean up minor irregularities, clarify existing laws, and generally ease the application processes for activities and development in the City.
- Ordinance Repealing Chapter 16.60 of Title 16 of the El Cajon Municipal Code and Adding a New Chapter 16.60 to Title 16 of the El Cajon Municipal Code Regarding the City of El Cajon Standard Urban Storm Water Mitigation Plan (pertaining to the implementation of the latest changes to the Regional Water Quality Control Board's storm water permit).
- Ordinance Rezoning Twenty-five Properties to be Consistent with General Plan Land Use Designations as Part of the Implementation of the 2013 Housing Element as the first step in a city-wide review and modification of zoning classifications.
- Ordinance Approving Zone Reclassification No. 2312 for the Rezoning of Property Located at the Southwest Corner of North Marshall Avenue and Wagner Drive from M (Manufacturing) to C-M (Heavy Commercial/Light Industrial) Zone; APN: 482-190-51-00: General Plan Designation: Light Industrial (LI).
- Ordinance of the City Council of the City of El Cajon Adding New Chapter 9.47 to Title 9 of the El Cajon Municipal Code Regulating Mobile Dispensaries of Medical Marijuana (pertaining to the continued efforts to prohibit medical marijuana dispensaries from operation in the City).
- Ordinance of the City Council of the City of El Cajon Amending Title 17 of the El Cajon Municipal Code to Specifically Prohibit Marijuana (Cannabis) Dispensaries, Marijuana Cultivation, Manufacture of Marijuana Products, Marijuana Storage, and Transportation of Marijuana (pertaining to the continued efforts to prohibit medical marijuana dispensaries from operation in the City).
- Ordinance Repealing Specific Plan No. 337 for Shared Parking at a Site Located on the West Side of Front Street, at the Western Terminus of Palm Avenue, in the Manufacturing (M) Zone; APN: 487-274-09; General Plan Designation: Light Industrial (LI).

Goals:

- The City Attorney's office will continue to serve in the role of legal advisor to the City of El Cajon, the City of El Cajon as Successor Agency to the El Cajon Redevelopment Agency, and the El Cajon Housing Authority, with tasks including drafting and reviewing agreements, amendments, ordinances, and resolutions; providing formal, informal, written, and verbal opinions and advice on specific and general legal issues; and representing the City in various litigation and claims against the City of El Cajon; and representing the City and the Successor Agency in administrative actions following the dissolution of the Redevelopment Agency.
- The City Attorney, an assistant, or the staff attorney, will attend all City Council meetings, and all meetings of the City's Planning Commission and Personnel Commission as required. The City Attorney and his staff will work closely with the City Council and City staff to address pressing legal issues, develop innovative methods to resolve community problems through legislation and code enforcement, address potential conflicts of interest, and provide timely responses to Public Records Act requests and subpoenas, all as deemed necessary and appropriate by the City Council, and with

ACTIVITY: CITY ATTORNEY **ACTIVITY NO: 106000**

the intent to avoid unnecessary litigation, or the exposure to litigation.

- The City Attorney's Office will continue to work with the City Clerk's Office as needed for the efficient operation of both offices.

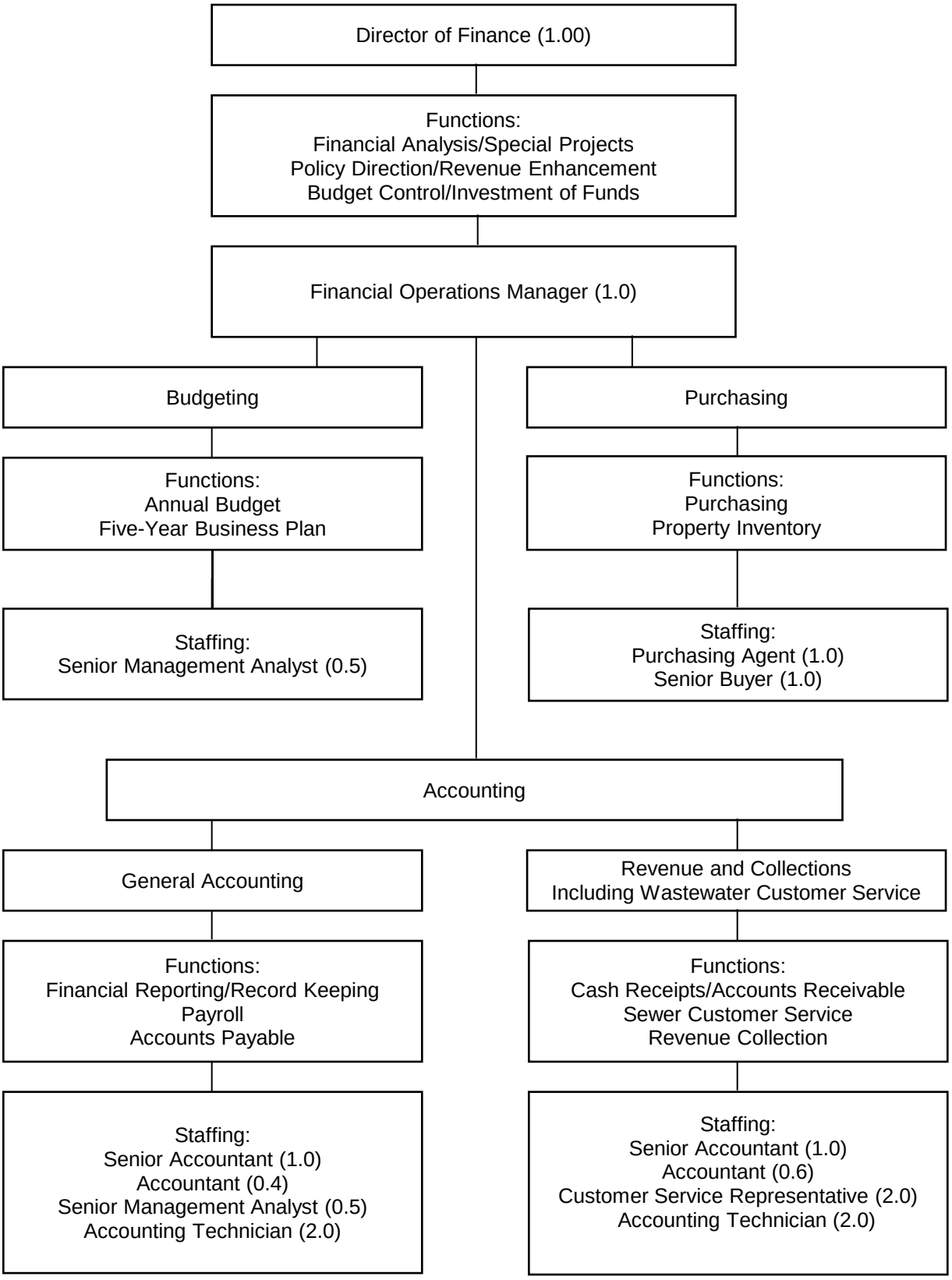
Financial Comments: The City Attorney budget for FY 16-17 reflects an increase over last year due to anticipated higher costs of research materials and liability insurance premiums.

Acct #	Account Title	FY13-14 Actual	FY14-15 Actual	FY15-16 Budgeted	FY15-16 Estimated	FY16-17 Adopted
106000						**CITY ATTORNEY**
7110	SALARIES	206,733	210,901	215,670	202,100	218,900
7130	VACATION/SICK CONVERSION	-	-	-	-	1,000
7310	PERS (EMPLOYER)	58,964	69,743	72,812	73,169	82,657
7311	OTHER RETIREMENT BENEFIT	6,016	6,017	6,000	6,033	6,000
7312	POST RETIREMENT BENEFITS	-	4,866	4,997	4,997	5,572
7315	MEDICARE TAX	3,099	3,140	3,666	2,910	3,721
7325	CAFETERIA	22,200	22,800	23,400	23,400	24,600
7335	WORKERS COMPENSATION	1,776	1,838	2,115	1,844	2,064
7340	LIFE INSURANCE	562	571	565	582	572
7345	LTD INSURANCE	446	582	599	596	615
7350	STD INSURANCE	268	262	278	268	282
TOTAL	**SALARY & BENEFITS**	**300,065**	**320,721**	**330,102**	**315,899**	**345,983**
8345	LEGAL SERVICES	196,670	295,121	287,500	287,500	287,500
8355	RECORDS MANAGEMENT	672	711	775	775	775
8515	LIABILITY INS CHG/PREMIUM	-	-	-	-	1,254
8516	PROPERTY INS CHG/PREMIUM	1,008	1,042	1,355	1,355	1,355
8532	COPIER RENT/MAINTENANCE	13	20	150	150	150
8576	REPAIRS AND MAINTENANCE	121	5	-	-	-
8586	SOFTWARE AGREEMENTS	967	1,060	1,200	1,200	1,400
8588	SUBSCRIPTIONS	11,394	12,180	12,100	12,100	13,000
8594	TRAINING/MEETINGS/SCHOOL	1,863	2,055	2,715	2,715	2,715
TOTAL	**MAT'L, SVC & SUPPLIES**	**212,707**	**312,194**	**305,795**	**305,795**	**308,149**
	ACTIVITY TOTAL	**512,772**	**632,915**	**635,897**	**621,694**	**654,132**

DETAIL OF PERSONNEL SERVICES

JOB CLASSIFICATION	2013-2014 ACTUAL	2014-2015 ACTUAL	2015-2016 ACTUAL	2016-2017 ADOPTED
City Attorney	1.00	1.00	1.00	1.00
Executive Assistant to the City Attorney	1.00	1.00	1.00	1.00
TOTAL	**2.00**	**2.00**	**2.00**	**2.00**

FINANCE DEPARTMENT
FY 2016-17



EL CAJON

The Valley of Opportunity

Incorporated 1912

ACTIVITY: FINANCE DEPARTMENT **114000**
190000

Mission Statement:
The mission of the Finance Department is to provide financial services that are accurate, timely, and reliable that result in sound financial management; to maintain controls necessary to ensure financial compliance with City, County, State, and Federal regulations and policy; to maximize revenue collections; to safeguard City assets; to adhere to legal, moral, ethical and professional standards of conduct; and to provide a work environment that is professionally challenging and rewarding.

Description:
The Finance Department maintains financial records of the City, Successor Agency to the El Cajon Redevelopment Agency, El Cajon Housing Authority, El Cajon Public Finance Authority, Heartland Communications Facility Authority (HCFA), and Heartland Fire Training Facility Authority (HFTFA). Responsibilities include financial planning and reporting, cash management, purchasing, budgeting, payroll, payables, receivables, collections, accounting, fixed asset and inventory tracking, investment, debt, escheatment, and coordination of all audits.

Prior Fiscal Year Highlights:
Prepared financial statements in accordance with Generally Accepted Accounting Principles and received unqualified audit opinions for FY 2014-15. Also, received satisfactory compliance audit results, including the Single Audit Report on Federal Awards and the TransNet/Transit audits for FY 2014-15.

Prepared and published the FY 2014-15 Comprehensive Annual Financial Report (CAFR) and State Controller's Report; FY 2015-16 Budget, Mid-Year Report, and Five-Year Business Plan; and quarterly Treasurer's Report. Received the following awards from the California Society of Municipal Finance Officers Association (CSMFO): "Certificate of Achievement for Excellence in Financial Reporting" for the FY 2014-15 CAFR and the "Certificate of Achievement for Excellence in Operational Budgeting" for the FY 2015-16 Budget.

Goals:
- Financial Reporting
  - Prepare the annual financial reports for FY 2015-16 in accordance with standards necessary to achieve the CSMFO annual outstanding financial reporting awards, and present to the appropriate governing council, commissions, or boards in January 2017.
  - Prepare and present annual financial statements and audit findings for FY 2015-16 to the Public Safety Facility Financing Oversight Committee and Oversight Board for the Successor Agency to the El Cajon Redevelopment Agency in January 2017.
- Budgeting
  - Continue comprehensive financial planning by preparing mid-year and five-year business plan for presentation to Council prior to preparation of the annual budget.
  - Prepare the FY 2017-18 annual budget to enable the City Council to review and adopt prior to July 1, 2017. Prepare the budget in compliance with standards necessary to achieve the CSMFO Excellence in Budgeting Award.
- Purchasing
  - Procure goods and services without bias, seeking to obtain the maximum value to the City.
  - Utilize and encourage the use of online and other electronic purchasing processes.
- Investments
  - Maximize investment of cash balances in accordance with the City's investment policy and obtain a prudent return on investments while maintaining liquidity and safe investments.

Financial Comments:
The Finance Departments growth in Materials, Services, and Supplies is primarily attributable to software upgrades to financial management systems.

City of El Cajon
Fiscal Year 2016 – 2017 Annual Budget

FINANCE DEPARTMENT

BUDGET ACTIVITY EXPENDITURE SUMMARY	2013-2014 ACTUAL	2014-2015 ACTUAL	2015-2016 AMENDED BUDGET	2015-2016 EST. ACTUAL	2016-2017 ADOPTED
FINANCE DEPT- 114000	3,252,725	1,592,568	1,750,649	1,691,141	1,859,516
OTHER FIN USES- 190000	4,576,707	5,841,569	4,762,201	4,807,067	3,035,000
GENERAL FUND TOTAL	7,829,432	7,434,137	6,512,850	6,498,208	4,894,516

FINANCE DEPARTMENT

DETAIL OF PERSONNEL SERVICES

JOB CLASSIFICATION	2013-2014 ACTUAL	2014-2015 ACTUAL	2015-2016 ACTUAL	2016-2017 ADOPTED
Director of Finance	0.00	1.00	1.00	1.00
Deputy City Manager/Director of Finance	0.40	0.00	0.00	0.00
Financial Operations Manager	0.85	0.70	0.80	0.90
Senior Accountant	1.50	1.50	1.50	1.50
Senior Management Analyst	1.00	1.00	1.00	1.00
Purchasing Agent	1.00	1.00	1.00	1.00
Accountant	1.00	1.00	1.00	1.00
Buyer	1.00	1.00	1.00	1.00
Business License Inspector	1.00	1.00	1.00	0.00
Accounting Technician	2.00	2.00	3.00	4.00
Administrative Secretary	0.90	0.90	0.00	0.00
Customer Service Representative	0.20	0.20	0.20	1.00
General Fund Total	**10.85**	**11.30**	**11.50**	**12.40**

FINANCE DEPARTMENT

GENERAL FUND REVENUE SUMMARY	2013-2014 ACTUAL	2014-2015 ACTUAL	2015-2016 AMENDED BUDGET	2015-2016 EST. ACTUAL	2016-2017 ADOPTED
SALES TAX- 4010	16,957,520	17,217,107	19,778,557	20,479,891	25,403,287
PROP TAX- IN LIEU-4025	6,136,516	5,487,347	4,693,920	4,763,208	-
SALES TAX- PROP J- 4011	8,409,915	8,839,131	9,092,874	9,124,649	9,466,922
PROP TAX- 4021	6,830,144	7,039,893	7,104,120	7,289,692	7,605,143
PROP TAX- VLF- 4026	7,205,815	7,541,476	7,659,482	7,943,709	8,291,442
PROP TAX- RPTTF- 4028	1,112,719	919,111	400,000	850,000	900,000
FRANCHISES- 4030	4,791,459	5,044,461	4,950,000	5,162,387	5,283,070
TRAN OCCU TAX- 4040	1,138,761	1,330,117	1,150,000	1,367,494	1,405,921
BUS LICENSE TAX- 4050	766,515	788,397	775,200	790,131	798,032
PROP TRANS TAX- 4060	407,065	372,237	200,000	300,000	300,000
MOTOR VEH- 4612	42,663	41,496	-	40,931	41,000
STATE MAN PROG- 4619	44,722	787,337	-	-	-
INTERFUND REIMB- 5078	1,857,048	1,937,777	2,011,593	2,011,593	2,017,048
ST APP FEE- 5090	6,529	6,749	6,500	6,500	6,500
INT INCOME- 5310	39,032	242,150	200,000	283,208	300,000
SALE OF PROP- 6050	140,534	8,353	-	34,000	-
SALE OF ITEMS- 6060	2,433	2,624	-	2,400	-
RENTAL INCOME- 6070	649,917	659,270	637,500	659,618	650,000
MISC REIMB- 6520	31,554	43,999	30,000	177,160	30,000
COST REIMB SA- 6531	92,865	63,437	80,000	30,000	30,000
MISC INJURY REIMB- 6540	179,343	169,236	200,000	227,839	200,000
LOAN PROCEEDS- 6990	-	2,064,919	1,732,228	1,729,028	227,839
GENERAL FUND TOTAL	56,843,069	60,606,624	60,701,974	63,273,438	62,956,204

Acct #	Account Title	FY13-14 Actual	FY14-15 Actual	FY15-16 Budgeted	FY15-16 Estimated	FY16-17 Adopted
114000						FINANCE
7110	SALARIES	820,832	851,908	908,043	868,734	931,031
7120	OVERTIME	112	88	2,500	27	2,500
7130	VACATION/SICK CONVERSION	27,652	35,716	45,166	3,965	4,362
7140	FURLOUGH	-	(1,118)	-	-	-
7170	STIPEND	-	-	-	2,250	-
7310	PERS (EMPLOYER)	232,291	277,359	302,367	284,569	346,624
7311	OTHER RETIREMENT BENEFIT	530	82,386	100,000	126,005	-
7312	POST RETIREMENT BENEFITS	-	28,221	28,732	28,732	34,544
7315	MEDICARE TAX	10,872	11,601	15,437	12,380	15,828
7325	CAFETERIA	121,746	121,594	131,008	119,638	144,894
7335	WORKERS COMPENSATION	7,008	7,368	8,904	7,019	8,780
7340	LIFE INSURANCE	2,364	2,528	2,594	2,547	2,658
7345	LTD INSURANCE	1,751	2,463	2,590	2,518	2,711
7350	STD INSURANCE	1,051	1,110	1,203	1,134	1,244
TOTAL	SALARY & BENEFITS	1,226,209	1,421,223	1,548,544	1,459,518	1,495,176
8150	OFFICE SUPPLIES	5,262	6,198	7,000	5,500	6,000
8160	OPERATING SUPPLIES	1,196	21	-	640	-
8310	ACCOUNTING & AUDITING SV	33,040	39,980	36,000	36,000	36,000
8330	DATA PROCESSING	10,800	10,500	11,025	11,025	11,025
8355	RECORDS MANAGEMENT	2,894	2,672	3,200	2,400	3,200
8395	OTHER PROF/TECH SERVICES	56,967	45,785	66,339	45,000	154,132
8515	LIABILITY INS CHG/PREMIUM	-	89	133	133	125
8516	PROPERTY INS CHG/PREMIUM	5,244	5,446	7,078	7,078	7,078
8522	ADVERTISING	570	374	360	720	720
8524	BANK CHARGES AND FEES	-	-	-	60,000	70,000
8532	COPIER RENT/MAINTENANCE	-	96	220	425	440
8552	MEMBERSHIP,DUES & LICENS	1,120	1,250	1,365	1,365	1,365
8560	PERMITS AND FEES	-	1	-	377	-
8568	POSTAGE AND SHIPPING	2,774	3,906	3,400	7,000	7,250
8570	PRINTING AND BINDING	5,306	3,877	7,770	4,300	4,500
8573	PROPERTY TAX ASSESSMENT	1,189	1,234	2,400	1,260	1,400
8576	REPAIRS AND MAINTENANCE	238	711	1,790	800	1,000
8584	SERVICE/MAINT CONTRACTS	6,018	5,690	5,790	6,000	6,000
8586	SOFTWARE AGREEMENTS	34,758	36,065	39,000	37,000	44,670
8588	SUBSCRIPTIONS	412	343	1,010	400	360
8594	TRAINING/MEETINGS/SCHOOI	3,952	7,109	8,225	4,200	7,075
8820	INTEREST	14,112	-	-	-	-
TOTAL	MAT'L, SVC & SUPPLIES	185,851	171,345	202,105	231,623	362,340
9010	MINOR FURN&EQUIP <$10,00(	-	-	-	-	2,000
TOTAL	CAPITAL OUTLAY	-	-	-	-	2,000
9990	LOAN DISBURSEMENT	1,840,665	-	-	-	-
TOTAL	OTHER FINANCING USES	1,840,665	-	-	-	-
	ACTIVITY TOTAL	3,252,725	1,592,568	1,750,649	1,691,141	1,859,516

Acct #	Account Title	FY13-14 Actual	FY14-15 Actual	FY15-16 Budgeted	FY15-16 Estimated	FY16-17 Adopted
190000						**OTHER FINANCING USES**
8505	IT REPLACEMENT CHARGE	500,000	750,000	750,000	750,000	750,000
8520	VEHICLE REPLACEMNT CHAR	750,000	-	-	-	-
8699	MISC OTHER OPERATING EXF	-	26,069	-	44,866	-
TOTAL	**MAT'L, SVC & SUPPLIES**	**1,250,000**	**776,069**	**750,000**	**794,866**	**750,000**
9910	TRANSFER OUT	3,326,707	5,065,500	4,012,201	4,012,201	2,285,000
TOTAL OTHER FINANCING USES		**3,326,707**	**5,065,500**	**4,012,201**	**4,012,201**	**2,285,000**
ACTIVITY TOTAL		**4,576,707**	**5,841,569**	**4,762,201**	**4,807,067**	**3,035,000**

ACTIVITY: OTHER POST-EMPLOYMENT BENEFITS **ACTIVITY NO: 620000**

Description:

In 2004, the Governmental Accounting Standards Board (GASB) issued Statement No. 45 which addressed how public employers should account for and report their costs and obligations related to post-employment health insurance and other non-pension benefits. Collectively, these benefits are commonly referred to as "Other Post-Employment Benefits," or OPEB. Post-employment benefits are payments made directly to former employees, or their beneficiaries, as compensation for services rendered while they were still active employees. In essence, post-employment benefits are another form of employee compensation, like salaries and wages, except that employees do not enjoy the benefit until sometime *after* they have completed their active service; they receive it in the form of deferred compensation. In basic terms, GASB Statement No. 45 requires that public employers account for and report the annual cost of OPEB and the outstanding obligations and commitments related to OPEB in essentially the same manner as public employers currently account for and report pension obligations.

The Other-Post Employment Benefits Fund was established as an Internal Service Fund in order to accumulate resources to pay other post-employment benefits negotiated in the various Employee Memorandum of Understanding (MOU) Agreements. All City operating funds contribute for the purpose of paying the current health insurance payments to qualified retirees (pay-as-you-go) and the pre-funding of employee post-employment medical insurance benefits (GASB 45).

Another negotiated benefit paid from this fund provides employees, upon retirement, the opportunity to use a portion of their unused sick leave to offset retiree health insurance premiums.

Financial Comments:

Other post-employment benefits are pro-rated to operating funds based on budgeted Positions. Transfers for Fiscal Year 2016-17 are as follows:

General Fund	1,009,449
Gas Tax	31,062
Transit	3,343
Recreation Programs Fund	1,532
Emergency Medical Services	35,659
Fleet Maintenance	21,033
Self Insurance	4,318
Wastewater	93,604
Total	$1,200,000

FY 2016-2017 ANNUAL BUDGET
DEPARTMENT EXPENDITURE WORKSHEET

Acct #	Account Title	FY13-14 Actual	FY14-15 Actual	FY15-16 Budgeted	FY15-16 Estimated	FY16-17 Adopted
620000						**POST EMPLOYMENT BENEFITS**
7130	VACATION/SICK CONVERSION	304,166	235,493	455,907	342,065	390,307
7310	PERS (EMPLOYER)	14,573	17,169	17,500	10,626	12,500
7311	OTHER RETIREMENT BENEFIT	-	-	-	-	140,000
7312	POST RETIREMENT BENEFITS	536,517	617,925	606,593	735,338	906,593
7315	MEDICARE TAX	4,412	3,415	5,000	4,971	5,600
7336	UNEMPLOYMENT INSURANCE	-	46	-	-	-
TOTAL	**SALARY & BENEFITS**	**859,668**	**874,047**	**1,085,000**	**1,093,000**	**1,455,000**
8395	OTHER PROF/TECH SERVICES	7,200	-	15,000	7,000	10,000
TOTAL	**MAT'L, SVC & SUPPLIES**	**7,200**	**-**	**15,000**	**7,000**	**10,000**
	ACTIVITY TOTAL	**866,868**	**874,047**	**1,100,000**	**1,100,000**	**1,465,000**

Administrative Services Department (17.15 FTE)

Director of Administrative Services

Deputy Director of Administrative Services

Information Technology Division (8 FTE)

IT Manager
Network Administrator
Network Administrator
Network Administrator
IT Technician
IT Technician
IT Technician
IT Technician

Human Resources Division (3 FTE)

Principal Human Resources Analyst
Human Resources Analyst
Administrative Secretary

Management Services Division (2.75 FTE)

Public Information Officer (PIO)
Multimedia Tech. (0.75)
Business Services - Utility Worker

Risk Management Division (1.4 FTE)

Senior Management Analyst
Executive Assistant to the Ctiy Manager (PT 0.40)

ACTIVITY: Administrative Services

Mission Statement:
The Administrative Services Department strives to provide the City of El Cajon and its residents with high-quality, cost effective services.

Our service delivery objective is to provide the City of El Cajon with high quality, cost effective services.

Description:
The newly created Administrative Services Department is composed of several key functions: Human Resources, Information Technology, Management Services, and Risk Management. These are all key functions of the City and extremely important its daily operations.

Human Resources provides recruitment and examination services; maintains the City's Classification and Compensation plan; administers the City's salary and benefit programs; oversees employee and labor relations services; coordinates the City's workers' compensation program; administers the employee recognition program; maintains employee personnel records; oversees the pre-employment screening and new employee orientation programs; monitors the City's mandatory drug testing program; coordinates employee discipline; and provides staff to the City's Personnel Commission.

Information Technology (IT) provides internal support for technology and automation services used by City staff. IT is responsible for managing hardware, software and ancillary equipment for all City departments, including over 360 workstations and 52 servers throughout the City in 10 locations.

Management Services incorporates the Communications/Public Information Office, Legislative Affairs, and the Print Shop/Reprographics services. The Public Information Office is responsible for providing critical information to the public about what is happening within the City. Legislative affairs is responsible for monitoring and providing updates on proposed or adopted legislation at the State and Federal levels. The Print Shop delivers, coordinates, and supports printing, bindery, mailing, and general staff support for all City departments.

Risk Management oversees the City's liability and property insurance, as well as claims filed against the City. This includes the costs associated with administering liability claims against the City, such as attorneys' fees, claims tracking software and costs of resolving claims. The City is self-insured for liability claims for up to $250,000 per claim, including defense costs. Amounts in excess of this "self-insured retention" (SIR) are insured through CSAC-EIA, a statewide JPA for public agencies.

Goals:
- To provide excellent internal and external services to the other City departments and to the citizens of El Cajon.
- To ensure consolidated, efficient, and effective processes are carried out to fulfill the daily needs of the organization and the City.
- To maintain excellent customer service at all times.

Financial Comments:
Due to the creation of the Administrative Services Department, Activity #122000 now includes salary and benefit costs for the Director of Administrative Services, Deputy Director of Administrative Services, the Senior Management Analyst (for Administrative Services), Public Information Officer, Utility Worker, and the Multi-Media Technician. It previously only incorporated the salary and benefit costs for the Utility Worker position as part of the Business Services Activity.

The budgeted amount for materials, services, and supplies in Activity #122000 remains unchanged from Fiscal Year 2015-2016.

ADMINISTRATIVE SERVICES

BUDGET ACTIVITY EXPENDITURE SUMMARY	2013-2014 ACTUAL	2014-2015 ACTUAL	2015-2016 AMENDED BUDGET	2015-2016 EST. ACTUAL	2016-2017 ADOPTED
Human Resources- 118000	**549,825**	**634,484**	**719,493**	**637,738**	**752,910**
Information Technologies- 121000	**616,895**	**600,511**	**1,296,903**	**1,159,284**	**1,427,290**
Administrative Services- 122000	**153,746**	**134,760**	**144,216**	**130,414**	**346,967**
GENERAL FUND TOTAL	**1,320,466**	**1,369,755**	**2,160,612**	**1,927,436**	**2,527,167**
Self Insurance- 610000	**920,385**	**1,618,101**	**1,601,850**	**1,293,334**	**1,624,311**

ADMINISTRATIVE SERVICES

DETAIL OF PERSONNEL SERVICES

JOB CLASSIFICATION	2013-2014 ACTUAL	2014-2015 ACTUAL	2015-2016 ACTUAL	2016-2017 ADOPTED
Director of Administrative Services	0.00	0.00	0.00	0.80
Director of Human Resources	0.60	0.80	0.80	0.00
Deputy Director of Administrative Services	0.00	0.00	0.00	0.55
Assistant to the City Manager	0.05	0.05	0.15	0.00
Information Technology Manager	1.00	1.00	2.00	1.00
Senior Management Analyst	0.00	0.00	0.00	0.15
Public Information Officer	0.00	0.00	0.00	0.60
Network Administrator	1.00	1.00	2.00	3.00
IT Technician	2.00	2.00	4.00	4.00
Principal Human Resources Analyst	0.00	0.00	0.00	1.00
Senior Human Resources Analyst	1.00	0.00	0.00	0.00
Human Resources Analyst	1.00	2.00	2.00	1.00
Admininistrative Secretary	1.10	1.10	1.10	1.10
Multi-Media Technician	0.00	0.00	0.00	0.75
Utility Worker	0.70	0.70	0.70	1.00
General Fund Total	**8.45**	**8.65**	**12.75**	**14.95**
Administrative Services Director	0.00	0.00	0.00	0.20
Human Resources Director	0.40	0.20	0.20	0.00
Deputy Director of Administrative Services	0.00	0.00	0.00	0.10
Senior Risk Management Analyst	1.00	1.00	1.00	0.00
Senior Management Analyst	0.00	0.00	0.00	0.85
Executive Assistant to the City Manager	0.40	0.40	0.40	0.40
Self Insurance Fund Total	**1.80**	**1.60**	**1.60**	**1.55**

ADMINISTRATIVE SERVICES

GENERAL FUND EXPENDITURE SUMMARY	2013-2014 ACTUAL	2014-2015 ACTUAL	2015-2016 AMENDED BUDGET	2015-2016 EST. ACTUAL	2016-2017 ADOPTED
SALARIES & BENEFITS	**942,428**	**954,029**	**1,590,947**	**1,400,646**	**1,890,097**
MAT'L, SVC & SUPPLIES	**376,127**	**415,726**	**523,575**	**495,450**	**587,870**
CAPITAL OUTLAY	**1,911**	**-**	**46,090**	**31,340**	**49,200**
OTHER FINANCING USES	**-**	**-**	**-**	**-**	**-**
TOTAL	**1,320,466**	**1,369,755**	**2,160,612**	**1,927,436**	**2,527,167**

Acct #	Account Title	FY13-14 Actual	FY14-15 Actual	FY15-16 Budgeted	FY15-16 Estimated	FY16-17 Adopted
122000						**ADMINISTRATIVE SERVICES**
7110	SALARIES	51,261	35,521	26,265	26,983	149,706
7130	VACATION/SICK CONVERSION	490	4,619	7,722	-	1,000
7170	STIPEND	-	-	-	210	-
7310	PERS (EMPLOYER)	14,620	11,735	8,867	8,998	56,529
7312	POST RETIREMENT BENEFITS	-	2,190	1,749	1,749	7,800
7315	MEDICARE TAX	807	627	447	437	2,545
7325	CAFETERIA	9,990	8,987	8,400	8,400	34,440
7335	WORKERS COMPENSATION	1,051	978	1,079	1,000	4,314
7340	LIFE INSURANCE	128	88	37	37	433
7345	LTD INSURANCE	78	58	-	-	377
7350	STD INSURANCE	47	26	-	-	173
TOTAL	**SALARY & BENEFITS**	**78,472**	**64,829**	**54,566**	**47,814**	**257,317**
8150	OFFICE SUPPLIES	-	92	200	100	200
8160	OPERATING SUPPLIES	12,517	12,257	12,500	12,500	12,500
8532	COPIER RENT/MAINTENANCE	288	48	300	1,000	1,200
8568	POSTAGE AND SHIPPING	32,214	42,600	43,000	41,000	43,000
8570	PRINTING AND BINDING	17,761	7,718	20,000	18,000	19,100
8576	REPAIRS AND MAINTENANCE	10,584	7,215	13,650	10,000	13,650
TOTAL	**MAT'L, SVC & SUPPLIES**	**73,363**	**69,931**	**89,650**	**82,600**	**89,650**
9010	MINOR FURN&EQUIP <$10,000	1,911	-	-	-	-
TOTAL	**CAPITAL OUTLAY**	**1,911**	**-**	**-**	**-**	**-**
	ACTIVITY TOTAL	**153,746**	**134,760**	**144,216**	**130,414**	**346,967**

DETAIL OF PERSONNEL SERVICES

JOB CLASSIFICATION	2013-2014 ACTUAL	2014-2015 ACTUAL	2015-2016 ACTUAL	2016-2017 ADOPTED
Administrative Services Director	0.00	0.00	0.00	0.10
Deputy Dir. of Admin. Svs. / Assist. to the City Mgr	0.00	0.00	0.00	0.20
Senior Management Analyst	0.00	0.00	0.00	0.15
Public Information Officer	0.00	0.00	0.00	0.60
Multi-Media Technician	0.00	0.00	0.00	0.75
Utility Worker	0.70	0.70	0.70	1.00
TOTAL	**0.70**	**0.70**	**0.70**	**2.80**

Acct #	Account Title	FY13-14 Actual	FY14-15 Actual	FY15-16 Budgeted	FY15-16 Estimated	FY16-17 Adopted
118000						**HUMAN RESOURCES**
7110	SALARIES	262,483	298,885	313,966	267,931	318,949
7130	VACATION/SICK CONVERSION	13,541	4,319	7,220	13,676	15,044
7310	PERS (EMPLOYER)	69,160	98,841	105,998	89,459	115,242
7312	POST RETIREMENT BENEFITS	-	9,245	9,495	9,495	10,586
7315	MEDICARE TAX	4,130	4,742	5,337	4,322	5,422
7325	CAFETERIA	33,468	43,320	44,460	36,485	46,740
7335	WORKERS COMPENSATION	1,855	2,529	3,079	2,378	3,008
7340	LIFE INSURANCE	775	972	1,018	830	977
7345	LTD INSURANCE	604	964	1,065	829	1,095
7350	STD INSURANCE	362	434	495	373	502
7395	TUITION REIMBURSEMENTS	25,690	22,847	30,000	26,000	30,000
TOTAL	**SALARY & BENEFITS**	**412,068**	**487,097**	**522,133**	**451,778**	**547,565**
8120	AWARDS AND PRESENTATION	5,423	6,615	8,500	7,500	8,500
8150	OFFICE SUPPLIES	1,423	1,220	1,600	1,200	1,600
8160	OPERATING SUPPLIES	353	1,216	1,000	700	1,000
8320	COMMISSIONERS FEES	1,750	250	2,000	750	2,000
8345	LEGAL SERVICES	23,194	65,402	68,000	75,000	68,000
8350	MEDICAL & PSYCH SERVICES	30,511	28,393	30,200	30,000	31,000
8355	RECORDS MANAGEMENT	1,083	1,218	1,400	1,300	1,400
8395	OTHER PROF/TECH SERVICES	47,497	18,996	57,700	45,000	57,700
8515	LIABILITY INS CHG/PREMIUM	-	4,778	380	380	4,515
8516	PROPERTY INS CHG/PREMIUM	2,208	2,293	2,980	2,980	2,980
8522	ADVERTISING	9,652	948	4,400	4,000	4,400
8532	COPIER RENT/MAINTENANCE	-	158	500	500	500
8552	MEMBERSHIP,DUES & LICENS	525	425	1,100	2,450	2,600
8568	POSTAGE AND SHIPPING	-	15	-	75	50
8576	REPAIRS AND MAINTENANCE	51	204	100	75	100
8586	SOFTWARE AGREEMENTS	6,920	6,920	7,700	7,000	7,700
8588	SUBSCRIPTIONS	45	45	500	50	500
8594	TRAINING/MEETINGS/SCHOOL	7,120	8,292	9,300	7,000	10,800
TOTAL	**MAT'L, SVC & SUPPLIES**	**137,757**	**147,387**	**197,360**	**185,960**	**205,345**
	ACTIVITY TOTAL	**549,825**	**634,484**	**719,493**	**637,738**	**752,910**

DETAIL OF PERSONNEL SERVICES

JOB CLASSIFICATION	2013-2014 ACTUAL	2014-2015 ACTUAL	2015-2016 ACTUAL	2016-2017 ADOPTED
Director of Administrative Services	0.00	0.00	0.00	0.60
Director of Human Resources	0.60	0.80	0.80	0.00
Deputy Director of Administrative Services	0.00	0.00	0.00	0.20
Principal Human Resources Analyst	0.00	0.00	0.00	1.00
Senior Human Resources Analyst	1.00	0.00	0.00	0.00
Human Resources Analyst	1.00	2.00	2.00	1.00
Admininistrative Secretary	1.00	1.00	1.00	1.00
TOTAL	**3.60**	**3.80**	**3.80**	**3.80**

Acct #	Account Title	FY13-14 Actual	FY14-15 Actual	FY15-16 Budgeted	FY15-16 Estimated	FY16-17 Adopted
121000						**INFORMATION TECHNOLOGIES**
7110	SALARIES	304,754	245,450	633,936	569,397	668,400
7120	OVERTIME	-	-	-	863	-
7130	VACATION/SICK CONVERSION	7,544	18,474	30,887	14,941	16,435
7170	STIPEND	-	-	-	2,100	-
7310	PERS (EMPLOYER)	86,921	81,123	214,023	189,868	252,388
7312	POST RETIREMENT BENEFITS	-	9,610	20,613	20,613	23,262
7315	MEDICARE TAX	4,819	3,918	10,777	8,985	11,363
7325	CAFETERIA	43,538	39,700	93,630	85,978	102,705
7335	WORKERS COMPENSATION	2,580	2,333	6,216	5,058	6,303
7340	LIFE INSURANCE	802	649	1,716	1,402	1,780
7345	LTD INSURANCE	581	582	1,674	1,275	1,768
7350	STD INSURANCE	349	262	776	574	811
TOTAL	**SALARY & BENEFITS**	**451,888**	**402,103**	**1,014,248**	**901,054**	**1,085,215**
8150	OFFICE SUPPLIES	245	57	300	300	300
8155	IT SUPPLIES	-	-	-	5,000	5,000
8160	OPERATING SUPPLIES	4,390	5,310	5,000	-	-
8330	DATA PROCESSING	-	-	-	8,500	9,600
8363	SYSTEM / COMPUTER ANALYS	748	-	-	12,940	12,940
8395	OTHER PROF/TECH SERVICES	1,607	2,487	22,540	-	-
8528	COMMUNICATIONS	82,937	90,323	92,400	87,600	91,400
8576	REPAIRS AND MAINTENANCE	3,547	4,621	27,450	-	-
8577	IT REPAIRS & MAINT	-	-	-	24,950	26,360
8586	SOFTWARE AGREEMENTS	67,223	90,452	67,200	66,000	125,600
8594	TRAINING/MEETINGS/SCHOOI	4,310	5,159	21,675	21,600	21,675
TOTAL	**MAT'L, SVC & SUPPLIES**	**165,007**	**198,408**	**236,565**	**226,890**	**292,875**
9020	MINOR COMPUTERS <$10,000	-	-	26,290	1,030	9,200
9030	SOFTWARE > $10,000	-	-	19,800	30,310	-
9035	FURN & EQUIP >$10,000	-	-	-	-	40,000
TOTAL	**CAPITAL OUTLAY**	**-**	**-**	**46,090**	**31,340**	**49,200**
	ACTIVITY TOTAL	**616,895**	**600,510**	**1,296,903**	**1,159,284**	**1,427,290**

DETAIL OF PERSONNEL SERVICES

JOB CLASSIFICATION	2013-2014 ACTUAL	2014-2015 ACTUAL	2015-2016 ACTUAL	2016-2017 ADOPTED
Administrative Services Director	0.00	0.00	0.00	0.10
Deputy Dir. of Admin. Svs. / Assist. to the City Mgr	0.00	0.00	0.00	0.15
Assistant to the City Manager	0.05	0.05	0.15	0.00
Information Technology Manager	1.00	1.00	2.00	1.00
Network Administrator	1.00	1.00	2.00	3.00
IT Technician	2.00	2.00	4.00	4.00
Admin. Secretary	0.10	0.10	0.10	0.10
TOTAL	**4.15**	**4.15**	**8.25**	**8.35**

City of El Cajon
Fiscal Year 2016 - 2017 Annual Budget
Technology Replacement Requests

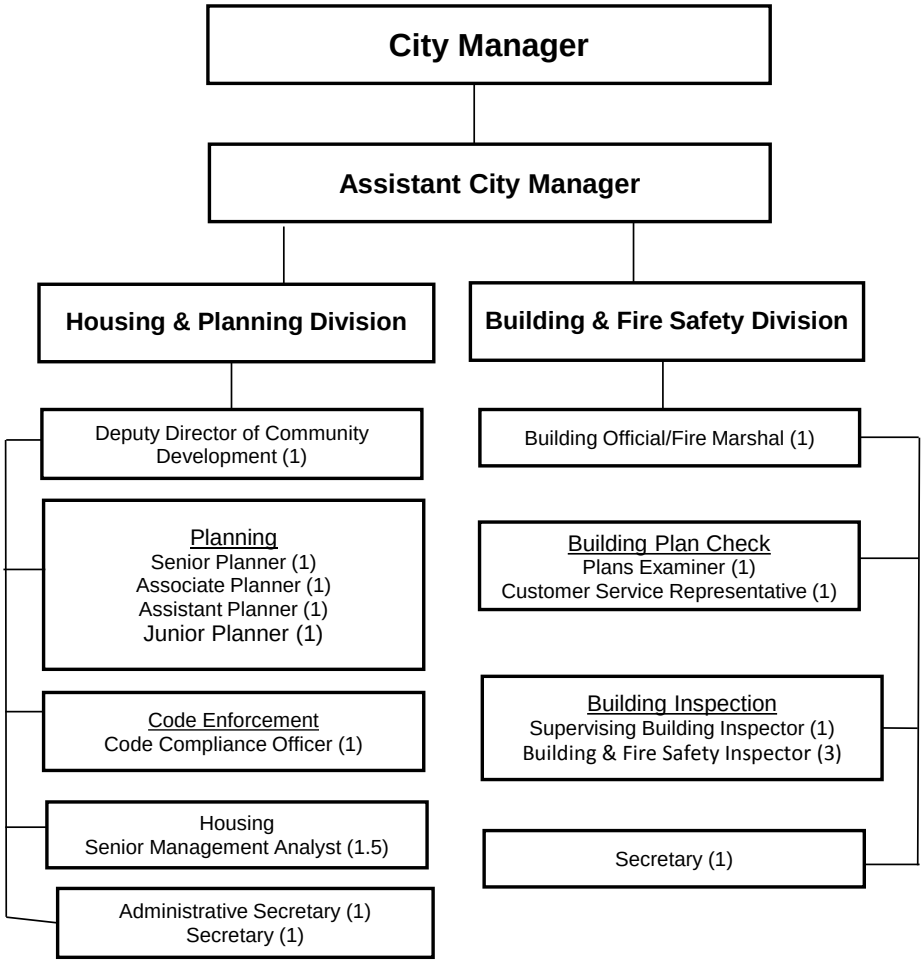
Activity No.	Description	Unit Cost	Proposed Estimated Quantities	Appropriation Approved FY16-17
New Request for FY2016-2017				
	Workstations	$780	45	$35,100
	Laptops (laptop only)	$1,600	3	$4,800
	Monitors	$225	20	$4,500
	iPads	$600	0	$30,000
	ShoreTel Replacement Phones	$300	5	$1,500
	Finance Plus Upgrade	$64,140	2	$128,280
	Business License	$32,800	1	$32,800
	Consolidated Building Security System	$96,000	1	$96,000
	PW Radio P25 P2 Upgrade	$400	14	$5,600
	Total New Request for FY2016-2017 Budget			$338,580
Carry Over Request from FY2015-2016				
	LaserFische Upgrade	$42,000	1	$42,000
	Intranet/Internet Website Implementation	$7,800	1	$7,800
	WAN / VoIP expansion	$9,344	1	$9,344
	Total Carry-Over Request from FY2015-2016 Budget			$59,144
615110-9020	**Total - Citywide**			**$397,724**
New Request for FY2016-2017				
	Workstations	$780	42	$32,760
	Laptops (laptop only)	$1,600	7	$11,200
	Mobile Workstations (w/dock, monitor)	$2,000	6	$12,000
	Monitors	$225	20	$4,500
	SmartPhones	$200	15	$3,000
	ShoreTel Replacement Phones	$300	5	$1,500
	Traffic Camera Workstations	$780	2	$1,560
	Printers - Bizhub desktop	$2,000	20	$40,000
	Printers - Bizhub large	$13,000	3	$39,000
	Printers - Bizhub small	$3,500	6	$21,000
	Evidence Thermal Label Printers	$2,500	5	$12,500
	Server Room Core Switches	$36,500	2	$73,000
	Storage Area Network Primary	$32,021	2	$64,043
	Storage Area Network Secondary	$51,925	2	$103,850
	Building UPS Battery Modules	$1,400	6	$8,400
	Building UPS Replacement Batteries	$300	40	$12,000
	Displays	$1,000	8	$8,000
	Audio/Video Control Systems	$40,000	1	$40,000
	Radios - Portable	$5,000	18	$90,000
	Radios Mobile - Other	$6,500	8	$52,000
	Radios Mobile - Patrol	$6,000	9	$54,000
	Camera, Digital DLR	$768	4	$3,073
	Camera, Digital - Lab	$3,805	1	$3,805
	Police Video	$6,400	18	$115,200
	Police Video - Motors	$7,000	4	$28,000
	Total New Request for FY2016-2017 Budget			$834,391
615280-9020	**Total - Police**			**$834,391**
New Request for FY2016-2017				
	Mobile Data Terminal w/ installation	$6,100	2	$12,200
	Vehicle Hotspots/Cellular Modems	$1,500	4	$6,000
	Printers	$1,000	4	$4,000
	Building Displays	$1,000	2	$2,000
	Radios - Bendix King Equipment	$2,500	2	$5,000
	Radios VHF Mobile	$1,000	2	$2,000
	Thermal Imaging Cameras	$11,000	1	$11,000
	Total New Request for FY2016-2017 Budget			$42,200
615290-9020	**Total - Fire**			**$42,200**
	Total Request for FY2016-2017 Budget			**$1,274,315**

Acct #	Account Title	FY13-14 Actual	FY14-15 Actual	FY15-16 Budgeted	FY15-16 Estimated	FY16-17 Adopted
610000						**SELF INSURANCE**
7110	SALARIES	81,725	115,744	123,611	72,049	134,194
7130	VACATION/SICK CONVERSION	3,176	2,640	4,413	6,646	6,359
7310	PERS (EMPLOYER)	23,309	38,278	41,733	24,086	50,672
7312	POST RETIREMENT BENEFITS	1,956	3,893	3,998	3,998	4,318
7315	MEDICARE TAX	878	1,483	2,102	744	2,281
7325	CAFETERIA	8,880	18,256	18,720	9,420	19,065
7335	WORKERS COMPENSATION	686	977	1,212	660	1,265
7340	LIFE INSURANCE	215	359	386	201	415
7345	LTD INSURANCE	169	343	393	193	440
7350	STD INSURANCE	102	154	182	87	202
TOTAL	**SALARY & BENEFITS**	**121,096**	**182,127**	**196,750**	**118,084**	**219,211**
8160	OPERATING SUPPLIES	-	-	20,000	5,000	20,000
8345	LEGAL SERVICES	192,634	464,156	200,000	200,000	200,000
8515	LIABILITY INS CHG/PREMIUM	230,898	276,819	296,000	296,000	313,000
8516	PROPERTY INS CHG/PREMIUM	275,096	265,803	360,000	257,500	343,000
8525	CLAIMS/SETTLEMENTS	84,580	425,580	500,000	400,000	500,000
8532	COPIER RENT/MAINTENANCE	-	-	400	100	400
8536	EMPLOYEE BONDS	2,366	2,346	3,500	2,400	3,500
8552	MEMBERSHIP,DUES & LICENS	100	-	200	-	200
8578	SAFETY COMMITTEE	-	-	1,000	-	1,000
8586	SOFTWARE AGREEMENTS	1,250	1,250	2,500	1,250	2,500
8594	TRAINING/MEETINGS/SCHOOI	-	20	1,500	-	1,500
TOTAL	**MAT'L, SVC & SUPPLIES**	**786,925**	**1,435,974**	**1,385,100**	**1,162,250**	**1,385,100**
9010	MINOR FURN&EQUIP <$10,00(	-	-	20,000	13,000	20,000
9060	BUILDINGS & IMPROVEMENTS	12,365	-	-	-	-
TOTAL	**CAPITAL OUTLAY**	**12,365**	**-**	**20,000**	**13,000**	**20,000**
	ACTIVITY TOTAL	**920,385**	**1,618,101**	**1,601,850**	**1,293,334**	**1,624,311**

DETAIL OF PERSONNEL SERVICES

JOB CLASSIFICATION	2013-2014 ACTUAL	2014-2015 ACTUAL	2015-2016 ACTUAL	2016-2017 ADOPTED
Administrative Services Director	0.00	0.00	0.00	0.20
Human Resources Director	0.40	0.20	0.20	0.00
Deputy Director of Administrative Services	0.00	0.00	0.00	0.10
Senior Risk Management Analyst	1.00	1.00	1.00	0.00
Senior Management Analyst	0.00	0.00	0.00	0.85
Executive Assistant to the City Manager	0.40	0.40	0.40	0.40
TOTAL	**1.80**	**1.60**	**1.60**	**1.55**

Community Development Department
FY 2016-17



ACTIVITY: Community Development

Mission Statement:
Dedicated to working every day for a better El Cajon through building, code enforcement, housing, and planning activities.

Description:
The Building and Fire Safety Division is dedicated to improving the quality of life for both residents and visitors to the City of El Cajon by assuring the interests of life, health, and safety through the implementation of codes and standards as they relate to construction and maintenance of structures. The Division is a key component of the Project Assistance Center, providing technical expertise and knowledge on all aspects of the construction process from first-time plan submittal through final inspection and issuance of a certificate of occupancy. The Division is also responsible for implementation of all Federal, State, and local codes relating to accessibility, energy efficiency, green building standards, exiting systems, structural systems, electrical systems, plumbing systems, fair housing law, seismic restraint, mobile home installations, etc.

On a daily basis, the Building and Fire Safety Division is responsible for routing projects through the Project Assistance Center, conducting plan checks, conducting building inspections, issuing permits, answering inquiries by phone and at the counter, implementing the City's graffiti eradication program, reviewing business license applications, processing substandard abatements, conducting fire and life safety inspections, assisting other divisions on matters of technical assistance, responding to emergency service calls for structural evaluation, participating in EOC operations, etc.

Housing provides management and fiscal oversight to numerous activities and projects that address the City's housing and community development goals. This includes the Successor Agency, the El Cajon Housing Authority and the City as a recipient of federal and state grants. Staff works cooperatively across multiple departments to facilitate various City projects relating to capital improvement, community and economic development, homeownership, and home improvements.

In addition, Housing administers the Community Development Block Grant (CDBG), HOME, CalHome, Low and Moderate Income Housing Asset Fund (LMIHAF) and the Housing In Lieu Fund funding sources to meet El Cajon's community development and housing goals.

Planning is responsible for providing staff support to the Planning Commission and City Council on all land-use matters. The Planning Commission is responsible for reviewing or approving most discretionary permits in the City and acts to refine planning and land-use issues in serving as an advisory body to the City Council, as set forth in state law and the municipal code.

Planning oversees the preparation of land-use plans, policies and regulations, while maintaining and implementing these programs. Planning also supports with other development disciplines, a public information counter, and a public email address to assist residents, businesses and other stakeholders in understanding the complex framework of plans, policies and regulations. Staff also actively participates in activities of the San Diego Association of Governments (SANDAG), as it carries out its regional planning and funding programs, the East County Economic Development Council, the East County Chamber of Commerce, and the Downtown El Cajon Property Based Improvement District (PBID) as they seeks to foster economic prosperity in East County.

The Code Compliance team enforces the municipal code for matters subject to a civil penalty. Typical code issues involve public health, safety and nuisance violations.

ACTIVITY: Community Development

Prior Fiscal Year Highlights:

The Building and Fire Safety Division issued 1,745 permits. The largest growth in permit activity in the previous year came from electrical permits for photovoltaic (PV) systems.

Housing implemented the Fiscal Year 2015-16 One Year Action Plan including 12 public facility improvement projects and five public service agency programs using CDBG and HOME funds. City Council approved an agreement for $1.2 million in HOME funds with South Sunshine Associates L.P. for acquisition of land and development for a 70-unit multi-family housing project tailored to low-income families and veteran households (Cornerstone Place). The El Cajon Housing Authority approved and authorized a letter of commitment for $608,000 in LMIHAF and $692,000 in 2005 Bond funds, for a total of $1.3 million for the same project. Housing worked with San Diego Habitat for Humanity to complete construction of a 6-unit single-family development (Foundation Lane Phase II).

The annual Zoning Code Omnibus Amendment included cleanups, clarifications, and minor technical edits. It also included the addition of an administrative minor use permit process, the allowance of food trucks, streamlined edits, and Housing Element consistency revisions. Planning was successful in securing two SANDAG grants totaling $450,000, and in managing the entitlement process for two significant development projects: the El Cajon Courtyard by Marriott and the new El Cajon Mercedes Benz dealership. We continue to see new development in all use sectors (residential, commercial and industrial.)

Goals:

- Undertake and complete the annual omnibus Zoning Code cleanup.
- Specific Plan No. 462 (Auto Sales District) streamlining amendments or consolidation of pertinent standards into Zoning Code.
- Study options for a comprehensive and strategic approach to code compliance.
- Continue to implement the Housing Element.
- Continue to provide planning and CEQA and NEPA support for City projects.
- Conduct substandard building abatements, as needed.
- Continue to enhance our permit tracking system that will allow greater efficiencies, enhance work flow, and facilitate electronic plan submittal.
- Continue to improve processes in response to changing staffing needs and workload demands.
- Continue to improve quality control of permitted plans.
- Continue to provide high-quality management and support for multiple housing and community development activities.
- Actively seek to acquire or assist in the acquisition and new construction or substantial rehabilitation of one or more multi-family complexes and single-family homes that will be made available and affordable to low-income households using HOME and other available housing funds.

Financial Comments:

The fiscal year 2016-17 budget for Community Development has increased by less than 8% primarily due to the addition of a new Building and Fire Safety Inspector position. This position will participate in implementing a new multi-family and commercial inspection program.

COMMUNITY DEVELOPMENT DEPARTMENT

BUDGET ACTIVITY EXPENDITURE SUMMARY	2013-2014 ACTUAL	2014-2015 ACTUAL	2015-2016 AMENDED BUDGET	2015-2016 EST. ACTUAL	2016-2017 ADOPTED
Housing & Successor - 170110	**455,038**	**386,849**	**407,827**	**472,971**	**487,717**
Planning - 170510	**828,549**	**787,315**	**1,249,049**	**1,119,284**	**1,192,570**
Building & Fire Safety 171000	**867,174**	**1,009,725**	**1,082,990**	**1,073,554**	**1,287,411**
GENERAL FUND TOTAL	**2,150,761**	**2,183,889**	**2,739,866**	**2,665,809**	**2,967,698**
CDBG Projects - 270900	**984,815**	**764,413**	**2,626,323**	**1,571,029**	**1,239,437**
HOME Projects - 275900	**222,956**	**74,601**	**3,210,574**	**2,082,486**	**446,073**
CAL HOME Grant - 280000	**-**	**-**	**634,000**	**253,600**	**380,400**
Low/Mod Housing - 298110	**139,473**	**97,900**	**214,550**	**111,991**	**208,853**
LMIHAF Housing Projects-298900	**218,451**	**216,099**	**5,461,074**	**50,545**	**3,893,711**
Housing in Lieu Projects - 299900	**-**	**-**	**282,772**	**-**	**282,772**

COMMUNITY DEVELOPMENT DEPARTMENT

DETAIL OF PERSONNEL SERVICES

JOB CLASSIFICATION	2013-2014 ACTUAL	2014-2015 ACTUAL	2015-2016 ACTUAL	2016-2017 ADOPTED
Assistant City Mgr/Dir of Community Development	0.50	0.40	0.40	0.40
Deputy Director of Community Development	0.00	0.00	1.00	1.00
Planning Manager	1.00	1.00	0.00	0.00
Building Official/Fire Marshall	1.00	1.00	1.00	1.00
Redevelopment Manager	1.00	0.00	0.00	0.00
Senior Management Analyst	1.00	1.00	1.25	1.50
Management Analyst	1.00	1.00	0.00	0.00
Administrative Secretary	1.00	1.00	1.00	1.00
Secretary	2.00	2.00	2.00	2.00
Clerk Typist	0.50	0.00	0.00	0.00
Senior Planner	1.00	1.00	1.00	1.00
Associate Planner	1.00	1.00	1.00	1.00
Assistant Planner	1.00	1.00	1.00	1.00
Junior Planner	0.00	0.00	1.00	1.00
Code Compliance Officer	2.00	2.00	1.00	1.00
Plans Examiner	1.00	1.00	1.00	1.00
Supervising Building Inspector	1.00	1.00	1.00	1.00
Building and Fire Safety Inspector	3.50	3.50	3.00	4.00
Customer Service Representative	1.00	1.00	1.00	1.00
General Fund Total	**20.50**	**18.90**	**17.65**	**18.90**

COMMUNITY DEVELOPMENT DEPARTMENT

GENERAL FUND REVENUE SUMMARY	2013-2014 ACTUAL	2014-2015 ACTUAL	2015-2016 AMENDED BUDGET	2015-2016 EST. ACTUAL	2016-2017 ADOPTED
TOBACCO LICENSE - 4430	675	78,300	80,000	65,000	65,000
BUILDING PERMIT - 4450	828,098	1,051,171	800,000	1,000,000	1,000,000
BLDG PRMT -CODE ENF - 4451	66,256	103,141	58,000	100,000	100,000
BLDG PRMT -GEN PLN - 4452	20,250	23,490	19,000	19,000	20,000
BLDG PRMT -PLANNING - 4453	6,916	7,696	7,000	7,000	7,500
FIRE PERMIT - 4460	50,349	45,337	50,000	20,000	20,000
MICROFILMING FEES - 5031	31,017	28,937	25,000	28,000	25,000
PLAN REVIEW FEES - 5032	138,082	161,231	126,000	126,000	130,000
ABATEMENT - 5511	5	15,112	25,000	12,370	10,000
CITATION - 5512	7,454	23,130	13,000	6,000	8,000
PENALTIES - 5514	3,843	-	2,000	4,500	4,500
MISC REIMBURSMNT - 6520	400	550	400	400	400
EXPENSE REC/REIMB - 6530	256,025	244,149	235,000	180,000	230,000
COST REIMB-SUCC AGY - 6531	148,358	60,169	70,000	33,376	5,000
GENERAL FUND TOTAL	1,557,728	1,842,413	1,510,400	1,601,646	1,625,400

COMMUNITY DEVELOPMENT DEPARTMENT

INTERDEPARTMENTAL CHARGES AND COST RECOVERY

EXPENDITURE SUMMARY	
ADOPTED BUDGET	2,967,698
ALLOCATED COST	430,445
TOTAL	**3,398,143**
% ALLOCATED COST	15%
REVENUE SUMMARY	
FEES AND CHARGES	1,624,400
TAX AND OTHER GENERAL REVENUE SUPPORT	1,773,743
TOTAL	**3,398,143**
% TAX SUPPORT	52%
% FEE SUPPORT	48%

COMMUNITY DEVELOPMENT DEPARTMENT

GENERAL FUND EXPENDITURE SUMMARY	2013-2014 ACTUAL	2014-2015 ACTUAL	2015-2016 AMENDED BUDGET	2015-2016 EST. ACTUAL	2016-2017 ADOPTED
SALARIES & BENEFITS	1,867,523	1,924,031	1,995,314	1,982,838	2,241,634
MAT'L, SVC & SUPPLIES	277,322	256,083	726,502	682,971	651,964
CAPITAL OUTLAY	5,916	3,775	18,050	-	74,100
OTHER FINANCING USES	-	-	-	-	-
TOTAL	2,150,761	2,183,889	2,739,866	2,665,809	2,967,698

Acct #	Account Title	FY13-14 Actual	FY14-15 Actual	FY15-16 Budgeted	FY15-16 Estimated	FY16-17 Adopted
170110						**HOUSING & SA ADMIN**
7110	SALARIES	254,092	193,462	182,701	226,105	214,860
7120	OVERTIME	1,644	1,109	-	488	-
7130	VACATION/SICK CONVERSION	13,646	7,469	-	10,806	11,887
7170	STIPEND	-	-	-	735	-
7310	PERS (EMPLOYER)	72,441	62,145	61,681	75,367	81,131
7311	OTHER RETIREMENT BENEFIT	310	361	360	362	360
7312	POST RETIREMENT BENEFITS	-	8,028	5,747	5,747	6,825
7315	MEDICARE TAX	4,197	3,109	3,106	3,521	3,653
7325	CAFETERIA	33,087	26,280	24,648	30,453	28,628
7335	WORKERS COMPENSATION	2,283	1,655	2,137	2,343	2,448
7340	LIFE INSURANCE	932	644	619	712	713
7345	LTD INSURANCE	805	719	661	785	770
7350	STD INSURANCE	483	324	305	354	353
7355	CAR ALLOWANCE	520	624	874	874	874
7370	EMPLOYEE PROF DEVELOPM	49	201	-	72	-
7396	MOVING EXPENSE REIMB	1,000	-	-	-	-
TOTAL	**SALARY & BENEFITS**	**385,488**	**306,130**	**282,839**	**358,724**	**352,502**
8150	OFFICE SUPPLIES	1,522	3,732	3,000	2,500	2,500
8515	LIABILITY INS CHG/PREMIUM	-	340	32,588	32,588	30,790
8516	PROPERTY INS CHG/PREMIUM	-	-	-	-	10,000
8532	COPIER RENT/MAINTENANCE	-	-	400	-	400
8568	POSTAGE AND SHIPPING	-	-	-	15	30
8573	PROPERTY TAX ASSESSMENT	68,028	76,647	87,000	78,644	81,095
8576	REPAIRS AND MAINTENANCE	-	-	-	-	1,000
8594	TRAINING/MEETINGS/SCHOOL	-	-	2,000	500	2,000
8598	UTILITIES	-	-	-	-	3,400
TOTAL	**MAT'L, SVC & SUPPLIES**	**69,550**	**80,719**	**124,988**	**114,247**	**131,215**
9030	SOFTWARE > $10,000	-	-	-	-	4,000
TOTAL	**CAPITAL OUTLAY**	**-**	**-**	**-**	**-**	**4,000**
	ACTIVITY TOTAL	**455,038**	**386,848**	**407,827**	**472,971**	**487,717**

DETAIL OF PERSONNEL SERVICES

JOB CLASSIFICATION	2013-2014 ACTUAL	2014-2015 ACTUAL	2015-2016 ACTUAL	2016-2017 ADOPTED
Assistant City Mgr/Dir of Community Development	0.10	0.10	0.10	0.10
Deputy Director of Community Development	0.00	0.00	0.20	0.20
Housing Manager	1.00	0.00	0.00	0.00
Senior Management Analyst	1.00	1.00	1.25	1.50
Management Analyst	1.00	1.00	0.00	0.00
Senior Planner	0.00	0.00	0.15	0.15
Junior Planner	0.00	0.00	0.30	0.30
Administrative Secretary	0.20	0.20	0.00	0.20
Secretary	0.20	0.20	0.20	0.00
TOTAL	**3.50**	**2.50**	**2.20**	**2.45**

Acct #	Account Title	FY13-14 Actual	FY14-15 Actual	FY15-16 Budgeted	FY15-16 Estimated	FY16-17 Adopted
170510						**PLANNING DIVISION**
7110	SALARIES	446,579	457,651	487,104	429,137	487,913
7120	OVERTIME	3,288	2,217	3,000	1,012	3,000
7130	VACATION/SICK CONVERSION	20,933	8,875	4,686	6,167	6,784
7170	STIPEND	-	-	-	1,755	-
7310	PERS (EMPLOYER)	123,972	143,582	158,153	143,092	172,699
7311	OTHER RETIREMENT BENEFIT	1,726	1,680	540	543	540
7312	POST RETIREMENT BENEFITS	-	18,489	18,864	18,864	19,222
7315	MEDICARE TAX	7,077	7,136	8,281	6,561	8,295
7325	CAFETERIA	67,668	75,582	81,640	71,896	80,627
7335	WORKERS COMPENSATION	6,750	9,771	10,565	11,226	10,484
7340	LIFE INSURANCE	955	953	932	867	854
7345	LTD INSURANCE	615	777	734	686	806
7350	STD INSURANCE	369	350	338	309	370
7355	CAR ALLOWANCE	1,040	936	1,311	1,311	1,311
7370	EMPLOYEE PROF DEVELOPM	97	302	-	107	-
7396	MOVING EXPENSE REIMB	2,000	-	-	-	-
TOTAL	**SALARY & BENEFITS**	**683,070**	**728,301**	**776,148**	**693,533**	**792,905**
8150	OFFICE SUPPLIES	3,233	3,407	4,000	4,000	4,000
8160	OPERATING SUPPLIES	1,112	1,000	1,500	1,500	1,500
8320	COMMISSIONERS FEES	6,600	10,650	9,000	9,000	9,000
8395	OTHER PROF/TECH SERVICES	30,595	700	395,000	350,000	295,000
8511	FLEET/EQUIP REIMBURSEMEI	15,108	10,393	12,010	12,010	7,621
8515	LIABILITY INS CHG/PREMIUM	55,992	4,359	3,576	3,576	3,329
8516	PROPERTY INS CHG/PREMIUI	6,204	6,436	8,365	8,365	8,365
8522	ADVERTISING	1,895	1,165	600	800	800
8528	COMMUNICATIONS	605	393	500	150	500
8532	COPIER RENT/MAINTENANCE	-	-	1,000	1,000	500
8552	MEMBERSHIP,DUES & LICENS	1,935	3,199	5,600	5,600	4,300
8560	PERMITS AND FEES	439	833	750	750	750
8570	PRINTING AND BINDING	278	2,000	4,500	4,500	4,500
8586	SOFTWARE AGREEMENTS	10,088	10,238	12,500	12,500	12,500
8594	TRAINING/MEETINGS/SCHOOI	5,481	4,241	12,000	12,000	12,000
TOTAL	**MAT'L, SVC & SUPPLIES**	**139,564**	**59,014**	**470,901**	**425,751**	**364,665**
9010	MINOR FURN&EQUIP <$10,00(	3,164	-	2,000	-	-
9020	MINOR COMPUTERS <$10,000	2,752	-	-	-	-
TOTAL	**CAPITAL OUTLAY**	**5,916**	**-**	**2,000**	**-**	**-**
9910	TRANSFER OUT	-	-	-	-	35,000
TOTAL OTHER FINANCING USES		**-**	**-**	**-**	**-**	**35,000**
ACTIVITY TOTAL		**828,549**	**787,315**	**1,249,049**	**1,119,284**	**1,192,570**

DETAIL OF PERSONNEL SERVICES

JOB CLASSIFICATION	2013-2014 ACTUAL	2014-2015 ACTUAL	2015-2016 ACTUAL	2016-2017 ADOPTED
Assistant City Mgr/Dir of Community Development	0.20	0.20	0.15	0.15
Deputy Director of Community Development	0.00	0.00	0.80	0.80
Planning Manager	1.00	1.00	0.00	0.00
Senior Planner	1.00	1.00	0.85	0.85
Associate Planner	1.00	1.00	1.00	1.00
Assistant Planner	1.00	1.00	1.00	1.00
Junior Planner	0.00	0.00	1.00	0.70
Code Compliance Officer	2.00	2.00	1.00	1.00
Administrative Secretary	0.40	0.40	0.50	0.40
Secretary	1.00	1.00	0.80	1.00
TOTAL	**7.60**	**7.60**	**7.10**	**6.90**

Acct #	Account Title	FY13-14 Actual	FY14-15 Actual	FY15-16 Budgeted	FY15-16 Estimated	FY16-17 Adopted
171000						**BUILDING AND FIRE SFTY**
7110	SALARIES	522,646	567,342	580,848	572,069	661,021
7120	OVERTIME	4,540	4,837	1,700	765	1,700
7130	VACATION/SICK CONVERSION	12,676	8,132	13,596	18,674	20,541
7170	STIPEND	-	-	-	2,160	-
7310	PERS (EMPLOYER)	141,518	171,023	187,593	183,386	235,207
7311	OTHER RETIREMENT BENEFIT	2,618	4,719	540	2,030	540
7312	POST RETIREMENT BENEFITS	-	21,652	22,612	22,612	26,605
7315	MEDICARE TAX	8,279	8,937	9,874	9,329	11,237
7325	CAFETERIA	76,665	84,997	96,569	95,343	111,592
7335	WORKERS COMPENSATION	14,192	14,701	19,547	17,676	23,958
7336	UNEMPLOYMENT INSURANCE	10,842	102	-	3,137	-
7340	LIFE INSURANCE	833	850	892	895	964
7345	LTD INSURANCE	450	583	596	594	806
7350	STD INSURANCE	270	262	274	268	370
7355	CAR ALLOWANCE	1,040	936	1,311	1,311	1,311
7360	UNIFORM ALLOWANCE	300	225	375	225	375
7370	EMPLOYEE PROF DEVELOPM	97	302	-	107	-
7396	MOVING EXPENSE REIMB	2,000	-	-	-	-
TOTAL	**SALARY & BENEFITS**	**798,966**	**889,600**	**936,327**	**930,581**	**1,096,227**
8150	OFFICE SUPPLIES	2,741	3,695	4,000	4,000	4,000
8160	OPERATING SUPPLIES	98	901	1,450	1,450	1,450
8395	OTHER PROF/TECH SERVICES	21,577	35,027	25,000	45,000	70,000
8511	FLEET/EQUIP REIMBURSEMEN	14,772	16,025	12,966	12,966	10,499
8516	PROPERTY INS CHG/PREMIUM	4,848	5,029	6,536	6,536	6,536
8520	VEHICLE REPLACEMNT CHAR	-	25,823	22,721	22,721	16,599
8528	COMMUNICATIONS	1,421	1,792	3,000	3,000	3,000
8532	COPIER RENT/MAINTENANCE	-	366	50	800	500
8552	MEMBERSHIP,DUES & LICENS	567	707	1,300	1,500	1,500
8560	PERMITS AND FEES	1,505	37	4,090	6,000	7,000
8576	REPAIRS AND MAINTENANCE	5,126	2,955	7,000	5,000	7,000
8577	IT REPAIRS & MAINT	-	-	-	4,000	4,000
8586	SOFTWARE AGREEMENTS	4,472	11,438	22,500	15,000	12,500
8588	SUBSCRIPTIONS	3,137	2,449	10,000	10,000	1,500
8594	TRAINING/MEETINGS/SCHOOL	7,945	10,107	10,000	5,000	10,000
TOTAL	**MAT'L, SVC & SUPPLIES**	**68,208**	**116,350**	**130,613**	**142,973**	**156,084**
9010	MINOR FURN&EQUIP <$10,000	-	3,775	-	-	-
9020	MINOR COMPUTERS <$10,000	-	-	1,050	-	-
9035	FURN & EQUIP >$10,000	-	-	15,000	-	-
9040	VEHICLES	-	-	-	-	35,100
TOTAL	**CAPITAL OUTLAY**	**-**	**3,775**	**16,050**	**-**	**35,100**
	ACTIVITY TOTAL	**867,174**	**1,009,725**	**1,082,990**	**1,073,554**	**1,287,411**

DETAIL OF PERSONNEL SERVICES

JOB CLASSIFICATION	2013-2014 ACTUAL	2014-2015 ACTUAL	2015-2016 ACTUAL	2016-2017 ADOPTED
Assistant City Mgr/Dir of Community Development	0.20	0.15	0.15	0.15
Director of Community Development	0.00	0.00	0.00	0.00
Building Official/Fire Marshall	0.85	1.00	1.00	1.00
Plans Examiner	1.00	1.00	1.00	1.00
Supervising Building Inspector	0.90	1.00	1.00	1.00
Building and Fire Safety Inspector	3.40	3.00	3.00	3.00
Customer Service Representative	1.00	1.00	1.00	1.00
Administrative Secretary	0.10	0.40	0.20	0.40
Secretary	0.75	1.00	1.00	1.00
Clerk Typist	0.35	0.35	0.00	0.00
Code Compliance Officer	0.30	0.00	0.00	0.00
TOTAL	**8.85**	**8.90**	**8.35**	**8.55**

RESOLUTION NO. 036-16

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF EL CAJON
ADOPTING THE ONE YEAR ACTION PLAN AND
ALLOCATING CDBG AND HOME FUNDS FOR FY 2016-2017

WHEREAS, the City of El Cajon anticipates receiving approximately $1,239,437 of Community Development Block Grant (CDBG) and $444,080 of HOME Investment Partnership Program (HOME) entitlement grant funds from the U.S. Department of Housing and Urban Development (HUD) for FY 2016-2017; and

WHEREAS, the City duly advertised and held two public hearings on February 23, 2016, and April 26, 2016, respectively, during which it considered the priorities, goals and objectives of the Five Year Consolidated Plan and the funding priorities within the 2016-2017 One Year Action Plan (the "One Year Action Plan"); and

WHEREAS, the City has made the One Year Action Plan available to the public for public review for a minimum 30-day period between March 3, 2016, and April 26, 2016; and

WHEREAS, the City has met the requirements of HUD set forth at 24 CFR 91, and found the CDBG and HOME allocations presented in the One Year Action Plan to be consistent with the Five Year Consolidated Plan.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF EL CAJON AS FOLLOWS:

1. The City Council of the City of El Cajon does hereby allocate CDBG and HOME funds for FY 2016-2017 as follows:

CDBG FUNDS			
City Project No.	**Agency**	**Project/Program**	**2016-17 ALLOCATION**
CADMIN	City - Housing Division	CDBG Administration (see Note 1)	**$ 232,887**
C0715	CSA San Diego County	Fair Housing Services	**$ 15,000**
Note 1: CDBG Administration (CADMIN) is authorized to be allocated 20% of all Program Income received during the year.			
C0704	City - Housing Division	City Housing Rehabilitation Program (see Note 2)	**$ 169,404**
Note 2: Housing Rehabilitation Program (C0704) is authorized to be allocated 80% of program income received during the year that is generated from the repayment of prior housing loans made with CDBG funds.			
NEW	City - Public Works	Neighborhood Park Improvements (park adjacent to Ronald Reagan Comm Center)	**$ 350,000**
C0916	City - Public Works	City - ADA Curb Ramps Program (2016)	**$ 200,000**

CDBG FUNDS			
City Project No.	**Agency**	**Project/Program**	**2016-17 ALLOCATION**
C0732	Home of Guiding Hands	Facility Improvements at 1401 Lemon Ave Group Home serving Disabled Adults (2016)	**$ 38,230**
NEW	San Diego Habitat for Humanity	Neighborhood Revitalization (Housing Rehab Program)	**$ 48,000**
C0911	City - Police Services	Crime-Free Multi-Housing Program	**$ 50,916**
C0730	The Angel's Depot	Senior Emergency Meal Boxes	**$ 20,000**
C0713	ECTLC	Emergency Shelter Program	**$ 100,000**
C0712	Meals on Wheels Greater San Diego	Meals on Wheels El Cajon	**$ 15,000**
		TOTAL CDBG ALLOCATIONS:	**$ 1,239,437**

HOME FUNDS			
City Project No.	**Agency**	**Project/Program**	**2016-17 ALLOCATION**
HADMIN	City - Housing Division	HOME Administration (see Note 3)	**$ 39,408**
H0715	CSA San Diego County	Fair Housing Services	**$ 5,000**
Note 3: HOME Administration (HADMIN) is authorized to automatically receive 10% of eligible Program Income received during the year.			
H0918	TBD	CHDO Set Aside Funds (2016)	**$ 66,612**
H0719	City - Housing Division	First-Time Homebuyer (see Note 4)	**$ -**
H0722	City - Housing Division	Single-Family Rehabilitation Program (see Note 4)	**$ -**
H0721	City - Housing Division	Mobile home Rehabilitation/Replacement Program (see Note 4)	**$ -**
H0720	City - Housing Division	Housing Programs Pool of Funds (see Notes 4 and 5)	**$ 333,060**
Note 4: The City Manager is authorized to move funds from the Housing Programs Pool of Funds (H0720) to/between HOME Entitlement programs (H0719, H0722, H0721) on an as-needed basis based on market conditions and demand. Note 5: Housing Programs Pool of Funds (H0720) is authorized to be allocated all eligible Program Income (net of adjustments for Administration) received during the year that is generated from the repayment of prior housing loans made with HOME funds.			
		TOTAL HOME ALLOCATIONS:	**$ 444,080**

2. Although the actual allocations of CDBG and HOME funds have been announced by HUD, should HUD modify the final allocations of CDBG and HOME funds from the total amounts allocated above, the following activities and allocations shall be increased (if higher) or decreased (if lower) accordingly: the CDBG and HOME Administration Accounts shall be adjusted to the maximums allowed by the regulations (20% and 10% respectively); the CHDO reserve fund (HOME) shall be adjusted to equal 15% of HOME allocation as allowed; and remaining adjustments shall occur in the ADA Pedestrian Curb Ramps Project (CDBG-C0916) and the Housing Programs Pool

of Funds (HOME-H0720) funds. These actions are consistent with goals and objectives of the Consolidated Plan.

3. The HOME and CDBG Administration budgets are authorized to receive the maximum percentages of Program Income received during the year as allowed by the regulations adopted by HUD (10% of eligible Program Income for HOME Administration and 20% for CDBG Administration). Further, the Housing Program Pool of Funds (H0720) and the Housing Rehabilitation Program (C0704) are authorized to receive all other program income received during the year that is generated from prior activities under these programs for continuation of program services and activities.

4. The City Manager is hereby authorized to transfer HOME funds from the Housing Programs Pool of Funds to/between the Single-Family, Mobile Home and Multi-Family Rehabilitation Loan Programs, and/or the First-Time Homebuyer program, on an as-needed basis due to market conditions and demands.

5. The City Manager or such person designated by the City Manager is hereby authorized to execute appropriate contracts and agreements for the use of the CDBG and HOME funds with the agencies as listed above consistent with City and federal policies and guidelines.

6. The City Council hereby adopts the One Year Action Plan, with funding allocations and contingencies as presented above, and authorizes the City Manager or designee to submit the FY 2016-2017 One Year Action Plan to the HUD, to make any necessary or needed corrections or adjustments required by HUD, and to execute all affiliated documents.

PASSED AND ADOPTED by the City Council of the City of El Cajon, California at an Adjourned Regular Joint City Council/Housing Authority/Successor Agency to the El Cajon Redevelopment Agency Meeting held this 26th day of April 2016, by the following vote to wit:

AYES	:	Ambrose, Bales, McClellan, Wells
NOES	:	None
ABSENT	:	None
DISQUALIFY	:	Kendrick

BILL WELLS
Mayor of the City of El Cajon

ATTEST:

BELINDA A. HAWLEY
City Clerk

I hereby certify that the above and foregoing is a full and true copy of Resolution No. 036-16 of the Resolutions of the City of El Cajon, California, as adopted by the City Council at the Adjourned Regular Joint Meeting of the City Council/Housing Authority/Successor Agency to the El Cajon Redevelopment Agency on the 26th day of April 2016.

_____

Belinda A. Hawley, CMC, City Clerk

04/26/16 (Item No. 3.2)

One Year Action Plan CDBG 041916

Acct #	Account Title	FY13-14 Actual	FY14-15 Actual	FY15-16 Budgeted	FY15-16 Estimated	FY16-17 Adopted
270900						**CDBG PROJECTS**
8150	OFFICE SUPPLIES	81	141	200	200	200
8310	ACCOUNTING & AUDITING SV	-	3,950	-	3,950	4,100
8325	CONSULTING SERVICES	29,165	8,209	20,000	7,000	10,000
8337	INTERNAL INSPECT/MGMT	-	-	-	2,500	2,000
8345	LEGAL SERVICES	-	-	500	500	500
8355	RECORDS MANAGEMENT	-	-	10,000	5,000	10,000
8395	OTHER PROF/TECH SERVICES	5,830	411	7,000	500	2,050
8396	INTERNAL PROF/TECH SVCS	164,473	167,924	162,109	115,112	156,851
8510	OVERHEAD REIMBURSEMENT	35,256	34,128	38,394	38,394	41,674
8511	FLEET/EQUIP REIMBURSEMEN	420	1,551	5,316	5,316	1,652
8522	ADVERTISING	1,023	913	1,000	500	1,000
8524	BANK CHARGES AND FEES	45	-	50	50	50
8530	CONTRIBUTIONS	226,593	213,138	373,898	238,898	236,230
8568	POSTAGE AND SHIPPING	13	115	200	125	100
8573	PROPERTY TAX ASSESSMENT	6	-	-	-	-
8586	SOFTWARE AGREEMENTS	1,079	2,190	1,200	1,200	1,710
8594	TRAINING/MEETINGS/SCHOOI	-	-	1,000	1,000	1,000
8810	PRINCIPAL	57,000	57,000	57,000	280,000	-
8820	INTEREST	20,004	17,077	14,070	24,070	-
TOTAL	**MAT'L, SVC & SUPPLIES**	**540,987**	**506,746**	**691,937**	**724,315**	**469,117**
9910	TRANSFER OUT	395,549	193,509	1,717,244	771,714	600,916
9990	LOAN DISBURSEMENT	48,279	64,158	70,000	75,000	169,404
9995	PROJECTS	-	-	147,142	-	-
TOTAL OTHER FINANCING USES		**443,829**	**257,667**	**1,934,386**	**846,714**	**770,320**
ACTIVITY TOTAL		**984,815**	**764,413**	**2,626,323**	**1,571,029**	**1,239,437**

Acct #	Account Title	FY13-14 Actual	FY14-15 Actual	FY15-16 Budgeted	FY15-16 Estimated	FY16-17 Adopted
275900						**HOME PROJECTS**
8150	OFFICE SUPPLIES	-	8	-	-	-
8310	ACCOUNTING & AUDITING SV	-	-	-	-	230
8325	CONSULTING SERVICES	9,800	3,973	10,000	3,000	10,000
8345	LEGAL SERVICES	1,419	-	1,000	500	500
8355	RECORDS MANAGEMENT	-	-	10,000	5,000	5,000
8395	OTHER PROF/TECH SERVICES	2,710	1,899	3,000	3,000	4,000
8396	INTERNAL PROF/TECH SVCS	29,657	21,538	1,045	13,195	5,459
8510	OVERHEAD REIMBURSEMENT	7,152	6,026	7,891	7,891	9,217
8511	FLEET/EQUIP REIMBURSEMEN	420	1,551	-	-	1,651
8522	ADVERTISING	528	445	200	600	200
8524	BANK CHARGES AND FEES	15	-	50	50	50
8530	CONTRIBUTIONS	4,979	5,000	5,000	5,000	5,000
8568	POSTAGE AND SHIPPING	56	27	100	50	100
8586	SOFTWARE AGREEMENTS	1,079	2,190	1,200	1,200	2,200
8594	TRAINING/MEETINGS/SCHOOI	74	57	1,000	1,000	1,000
TOTAL	**MAT'L, SVC & SUPPLIES**	**57,888**	**42,713**	**40,486**	**40,486**	**44,607**
9990	LOAN DISBURSEMENT	165,068	31,888	2,967,191	2,042,000	401,466
9995	PROJECTS	-	-	202,897	-	-
TOTAL OTHER FINANCING USES		**165,068**	**31,888**	**3,170,088**	**2,042,000**	**401,466**
ACTIVITY TOTAL		**222,956**	**74,601**	**3,210,574**	**2,082,486**	**446,073**

RESOLUTION NO. ECHA-21

RESOLUTION OF THE EL CAJON HOUSING AUTHORITY
APPROVING THE FISCAL YEAR 2016-2017 BUDGET

WHEREAS, on February 1, 2012, the El Cajon Redevelopment Agency (the "Agency") was dissolved by operation of law as required by Assembly Bill 1X 26 ("AB 1X 26" or, the "Dissolution Act") and the California Supreme Court decision in *California Redevelopment Agency v. Matosantos*, upholding AB 1X 26; and

WHEREAS, prior to the dissolution of the Agency the City Council for the City of El Cajon (the "City Council") established the El Cajon Housing Authority (the "Housing Authority") in order to transfer the affordable housing functions of the Agency, to the Housing Authority; and

WHEREAS, prior to the dissolution of the Agency, and as allowed by AB 1X 26, the City Council and Agency designated the Housing Authority as the successor to the housing assets and functions of the Agency under Resolution Nos. 8-12, ECRA-427, and ECHA-1 adopted on January 24, 2012, including the transfer of all real property interests owned, all contracts, covenants, and other properties and obligations, subject to the conditions in the Dissolution Act, such assets to be owned, leased, maintained, expended, sold transferred and otherwise disposed of by the Housing Authority as directed by law, including the Dissolution Act; and

WHEREAS, the Fiscal Year 2016-2017 El Cajon Housing Authority Budget contemplates the use of Low and Moderate Income Housing Asset Funds for enforceable obligations, as defined in the Dissolution Act, and eligible project management and monitoring costs subsequently approved in each Recognized Obligation Payment Schedule (each, a "ROPS") by the successor agency Oversight Board (as described in the Dissolution Act); and

WHEREAS, the Housing Authority anticipates the periodic return of Low- and Moderate-Income Housing Asset Funds through the repayment of outstanding Agency contracts, loans, other receivables, release of unencumbered reserve balances approved by the Oversight Board, or other sources borrowed or generated by the Housing Authority.

NOW, THEREFORE, BE IT RESOLVED BY THE EL CAJON HOUSING AUTHORITY BOARD OF DIRECTORS AS FOLLOWS:

1. The foregoing recitals are true and correct and constitute findings of the Housing Authority Board of Directors.

2. The Housing Authority Board of Directors hereby further finds and determines that the planning and administrative costs paid with Low and Moderate Housing Asset Funds or other funds as may be received, as described in the Low- and Moderate-Income Housing Asset Fund Administration and Capital Improvement Budgets are necessary for the production, improvement or preservation of low- and moderate-income housing as required by subdivision (d) of section 33334.3 or 34200 et. seq. of the California Health and Safety Code.

3. The Housing Authority Board of Directors hereby further finds and determines that the acquisition of properties to be owned by the Authority, assistance to Low- and Moderate-Income Households and improvements to properties, including the California Dream First-Time Homebuyer Program, the Cornerstone Place project, the 812/814 Grossmont project, and the Housing Authority Development and Revitalization Project, are of benefit to the project

area by helping to eliminate both physical and economic blight by producing and/or replacing affordable housing units, renovating facilities with substandard, defective or obsolete design or construction, and stimulating economic activity.

4. The Housing Authority Board of Directors hereby further finds and determines that no other reasonable means of financing the proposed activities are available to the community to fund these projects at this time.

5. The Fiscal Year 2016-2017 Low and Moderate-Income Housing Asset Fund Budget, including the Administration and Capital Improvement Budget included in the City of El Cajon fiscal year 2016-2017 annual budget, incorporated herein by reference, is hereby approved.

PASSED AND ADOPTED by the El Cajon Housing Authority of the City of El Cajon, California, at a Regular Joint City Council/Housing Authority/Successor Agency to the El Cajon Redevelopment Agency Meeting held this 14th day of June 2016, by the following vote to wit:

AYES	:	Ambrose, Bales, Kendrick, McClellan
NOES	:	None
ABSENT	:	Wells
DISQUALIFY	:	None

ANTHONY AMBROSE
Vice Chair of the El Cajon Housing Authority

ATTEST:

BELINDA A. HAWLEY, CMC
Secretary of the El Cajon Housing Authority

I hereby certify that the above and foregoing is a full and true copy of Resolution No. ECHA-21 of the Resolutions of the Housing Authority of the City of El Cajon, California, as adopted by the Authority at the Regular Joint Meeting of the City Council/Housing Authority/Successor Agency to the El Cajon Redevelopment Agency on the 14th day of June 2016.

_____
Secretary of the El Cajon Housing Authority

06/14/16 (Item 3.1)

Budget – Adopt Housing Authority (ECHA) FY 16-17 Budget 060616

Acct #	Account Title	FY13-14 Actual	FY14-15 Actual	FY15-16 Budgeted	FY15-16 Estimated	FY16-17 Adopted
280000						**CALHOME GRANT**
8396	INTERNAL PROF/TECH SVCS	-	-	34,000	13,600	20,400
TOTAL	**MAT'L, SVC & SUPPLIES**	**-**	**-**	**34,000**	**13,600**	**20,400**
9990	LOAN DISBURSEMENT	-	-	600,000	240,000	360,000
TOTAL	**OTHER FINANCING USES**	**-**	**-**	**600,000**	**240,000**	**360,000**
	ACTIVITY TOTAL	**-**	**-**	**634,000**	**253,600**	**380,400**

Acct #	Account Title	FY13-14 Actual	FY14-15 Actual	FY15-16 Budgeted	FY15-16 Estimated	FY16-17 Adopted
298110						**LOW/MOD HOUSING ASSET FND**
8150	OFFICE SUPPLIES	7	-	500	100	500
8345	LEGAL SERVICES	2,329	74	20,000	4,000	10,000
8355	RECORDS MANAGEMENT	-	-	10,000	5,000	10,000
8395	OTHER PROF/TECH SERVICES	40,011	766	68,000	1,000	70,000
8396	INTERNAL PROF/TECH SVCS	57,381	52,661	65,000	56,000	65,000
8510	OVERHEAD REIMBURSEMENT	36,660	37,633	39,350	39,350	41,603
8522	ADVERTISING	-	-	500	100	500
8552	MEMBERSHIP,DUES & LICENS	-	195	1,000	550	550
8568	POSTAGE AND SHIPPING	-	115	200	100	200
8573	PROPERTY TAX ASSESSMENT	2,006	3,314	3,500	3,291	3,500
8586	SOFTWARE AGREEMENTS	1,079	2,190	1,500	1,200	3,000
8588	SUBSCRIPTIONS	-	102	1,000	300	1,000
8594	TRAINING/MEETINGS/SCHOOI	-	849	4,000	1,000	3,000
TOTAL	**MAT'L, SVC & SUPPLIES**	**139,473**	**97,900**	**214,550**	**111,991**	**208,853**
	ACTIVITY TOTAL	**139,473**	**97,900**	**214,550**	**111,991**	**208,853**

HOUSING AUTHORITY
CAPITAL IMPROVEMENT PROJECTS
FISCAL YEAR 2016-2017

PROJECT DESCRIPTION	PROJECT NO.	BUDGET
California Dream First-Time Homebuyers Program	LM0702H	200,420
Cornerstone Place (230 S. Sunshine)	HA1501	1,417,621
812/814 Grossmont	HA1601	141,800
Housing Development & Revitalization Project	HA1701	2,133,870
Total Improvements		**3,893,711**

FUNDING SOURCE	AMOUNT
Low Mod Income Housing Asset Fund	2,501,898
Loan Repayments	200,420
Lease / Rental Income	99,000
In-Lieu Fund	282,772
HOME Fund	117,621
2005 LMIHF Bonds	692,000
Total Sources	**3,893,711**

LOW AND MODERATE-INCOME HOUSING ASSET FUND PROJECT
FISCAL YEAR 2016-2017

PROJECT NAME: **California Dream First-Time Homebuyer Program** **298900**

LM0702H

Description:

With dissolution of the El Cajon Redevelopment Agency effective February 1, 2012, this project is a continuation of first time homebuyer project/activity LM0702 now under the responsibility of the Housing Authority, and will assist low and moderate-income households to acquire currently-assisted properties. This program is anticipated to be funded through the return of funds from existing agreements .

Justification:

The cost of housing is out of reach for most households in San Diego County without some type of assistance or subsidy. This program provides down payment and closing cost assistance to qualified low- and moderate-income households in an amount needed to bridge the gap to make the unit affordable. Each loan is secured by a Deed of Trust, Affordable Housing Agreement, and Notice of Affordability Restrictions. The Program requires repayment, with equity-share, under an affordability period as required under Community Redevelopment Law.

Scheduling:

Ongoing funding is limited to households who purchase a property that was previously assisted by the former Redevelopment Agency with Low and Moderate-Income Housing Asset Funds. The repayment of prior loans will be used to assist each new qualified buyer.

Relationship to General & Community Plans:

The Project is consistent with the General Plan designation for housing and meets the objectives of Community Redevelopment Law for the creation of affordable housing.

Operating Budget Impact:

No impact to the General Fund. All loans and project management costs will be paid with Low- and Moderate-Income Housing Asset Funds received by the Housing Authority from existing borrowers.

	Prior Year(s) Expend Actual	Current Year Expend Estimate	Appropriation FY 16-17	Est. Project Costs Through FY 16-17
Salaries & Benefits (7110-7360)		-	**-**	-
Legal Services (8345)		-	**-**	-
Other Prof/Tech Services (8395)	6,350	60	**320**	6,730
Internal Prof/Tech (8396)	-	-		-
Bank Charges & Fees (8524)		50	**100**	150
Advertising (8522)		-	**-**	-
Permits & Fees (8560)		-	**-**	-
Postage & Shipping (8568)		-	**-**	-
Loan Disbursements (9990)		-	**200,000**	200,000
PROJECT COST TOTAL:	6,350	110	**200,420**	**206,880**

Source(s) of Funds:				
LMIHAF Fund (298)	6,350	110	**420**	6,880
Interest on Loans Made Previously (Laurel Village)				-
Miscellaneous Reimbursements (Fees, equity-share)				-
Loan Repayments (298)			**200,000**	200,000
FUNDING TOTAL:	**6,350**	**110**	**200,420**	**206,880**

LOW AND MODERATE-INCOME HOUSING ASSET FUND PROJECT
FISCAL YEAR 2016-2017

PROJECT NAME: **Cornerstone Place** **ACTIVITY:** **298900**
PROJECT NO: **HA1501**

Description:
This project provides for commitment of funds with Developer for land acquisition and construction of a new 70-unit multi-family housing project to be located at 230 S. Sunshine Avenue. Through this project, the El Cajon Housing Authority intends to continue producing, replacing and/or preserving affordable housing units for extremely low- and low-income households, that are potentially at risk of conversion to market rate, pursuant to Senate Bill 341.

Justification:
Prior to the dissolution of the El Cajon Redevelopment Agency effective February 1, 2012, the Housing Authority elected to become the successor housing entity and accept the transfer of housing assets and functions. Housing Authorities Law provides that the primary purpose of a Housing Authority is to provide decent, safe, and sanitary housing for persons of low income. In addition, Senate Bill 341 (SB 341) that was approved on October 13, 2013, futher deepend the income levels for which successor housing entities must spend Low and Moderate Income Housing Funds (LMIHAF).

Scheduling:
As LMIHAF and other funds are returned or reprogrammed by the City and Housing Authority, properties were identified and presented to the City Council and Housing Authority for commitment of funds for acquisition and construction. Use of 2005 Low and Moderate-Income Housing Fund bond proceeds for capital improvements will be subject to approval by the Oversight Board and California Department of Finance (DOF) once a Notice of Completion is achieved.

Relationship to General & Community Plans:
This project is consistent with the General Plan for designation for housing and meets the objectives of both SB 341 and Housing Authorities Law for the production or preservation of affordable housing units at risk of conversion to market rate.

Operating Budget Impact:
Project costs to be leveraged utilizing three funding sources, including: LMIHAF, HOME Funds, and 2005 LMIHAF Bond proceeds. Funding utilizing 2005 LMIHAF Bond proceeds are subject to placement on each Recognized Obligation Payment Schedule (ROPS), for approval by the Oversight Board and California Department of Finance.

	Prior Year(s) Expend Actual	Current Year Expend Estimate	Appropriation FY 16-17	Est. Project Costs Through FY 16-17
Architectural Services (8315)				-
Consulting Services (8325)			**14,000**	14,000
Engineering Services (8335)				-
Engineering Services-Internal (8336)				-
Legal Services (8345)		1,800	**6,000**	7,800
Other Prof/Tech Services (8395)	6,350	18,300	**20,000**	44,650
Internal Prof/Tech Services (8396)		-	**9,550**	9,550
Advertising (8522)		75	**250**	325
Postage & Shipping (8568)			**100**	
Printing & Binding (8570)			**100**	
Land Acquisition (9050)		1,082,379		1,082,379
Construction-Buildings (9060)		-	**1,367,621**	1,367,621
PROJECT COST TOTAL:	6,350	1,102,554	**1,417,621**	2,526,325

Source(s) of Funds:				
Low and Moderate Income Hsg Asset Fund (298)	6,350	25,000	**608,000**	639,350
In-Lieu Fund (299)			**-**	-
HOME Funds (275)		1,082,379	**117,621**	1,200,000
2005 LMIHF Bonds (0295)			**692,000**	692,000
Rental Income				-
FUNDING TOTAL:	6,350	1,107,379	**1,417,621**	2,531,350

LOW AND MODERATE-INCOME HOUSING ASSET FUND PROJECT
FISCAL YEAR 2016-2017

PROJECT NAME: **812 / 814 Grossmont** **ACTIVITY:** **298900**
PROJECT NO: **HA1601**

Description:
This project provides funding for the on-going property management of two units constructed in 2014-15 using LMIHAF funds through the Greenovation Program. The two units were transferred to the Housing Authority upon completion of the project. The Housing Authority plans to installed a third unit on the property and complete minor curb, gutter, and landscaping repairs. The units are owned, operated and maintained by the Housing Authority as rentals for low- and very-low income households, pursuant to California Health and Safety Code Section 33413(b)(2)(B).

Justification:
As the costs of housing and daily living expenses continue to escalate and natural resources dwindle, household income available for home improvements declines and properties suffer with deferred maintenance. The program will increase the number of affordable housing units in the City, increase affordability with reduced utility costs, improve and extend the life of existing housing stock, eliminate blighting conditions, mandate energy efficient improvements, minimize the strain on natural resources, and improve the social, economic and environmental vitality of our community.

Scheduling:
Implementaton of the Greenovation Program occurred in March 2011 and was completed in FY 2014-15. Two units were completed. The properties were transferred to the El Cajon Housing Authority in lieu of repayment of the outstanding loan to Bay Kitchen & Bath, for the provision of affordable rental housing for low- and very-low income households. Certificates of Occupancy were expected to be issued in April of 2015.

Relationship to General & Community Plans:
This project is consistent with the General Plan for designation for housing and meets the objectives of both SB 341 and Housing Authorities Law for the production or preservation of affordable housing units at risk of conversion to market rate.

Operating Budget Impact:
No impact to the General Fund. All costs will be paid with LMIHAF funds received by the El Cajon Housing Authority including loan repayments and lease revenues generated by the project.

	Prior Year(s) Expend Actual	Current Year Expend Estimate	Appropriation FY 16-17	Est. Project Costs Through FY 16-17
Legal Services (8345)			**3,000**	3,000
Other Prof/Tech Services (8395)			**3,000**	3,000
Internal Prof/Tech Services (8396)			**3,000**	3,000
Property Insurance (8516)			**9,940**	9,940
Advertising (8522)			**500**	500
Postage & Shipping (8568)			**200**	200
Printing & Binding (8570)			**200**	200
Property Taxes (8573)			**7,800**	7,800
Rent Expense (8574)			**-**	-
Repairs & Maintenance (8576)			**12,000**	12,000
Service Maintenance Contracts (8584)			**14,000**	14,000
Utilities (8598)			**8,160**	8,160
Construction-Buildings (9060)		5,500	**80,000**	85,500
PROJECT COST TOTAL:	-	5,500	**141,800**	147,300

Source(s) of Funds:				
Low and Moderate Income Hsg Asset Fund (298)	-	5,500	**117,800**	123,300
In-Lieu Fund (299)			**-**	-
HOME Funds (275)				-
2005 LMIHF Bonds (0295)				-
Rental Income			**24,000**	24,000
FUNDING TOTAL:	-	5,500	**141,800**	147,300

LOW AND MODERATE-INCOME HOUSING ASSET FUND PROJECT
FISCAL YEAR 2015-2016

DESCRIPTION

PROJECT NAME: **Housing Authority Development & Revitalization Projects** **ACTIVITY:** **298900**

PROJECT NO: **HA1701**

Description:

This project provides for the acquisition and management of a multi-family residential complex, to be acquired by the El Cajon Housing Authority prior to or during FY2016-17, and is intended to produce, replace or preserve affordable housing units for very low- and low-income households, potentially at risk of conversion to market rate, pursuant to California Health and Safety Code Section 33413(b)(2)(B).

Justification:

Prior to the dissolution of the El Cajon Redevelopment Agency effective February 1, 2012, the Housing Authority elected to become the successor housing entity and accept the transfer of housing assets and functions. Housing Authorities Law provides that the primary purpose of a Housing Authority is to provide decent, safe and santitary housing for persons of low income. The Housing Authority seeks to continue to meet this purpose by producing and/or preserving units for low-income persons through the acquisition and/or rehabilitation of multi-family units within the City.

Scheduling:

As housing funds are returned to or reprogrammed by the Housing Authority, properties will be identified and presented to Housing Commissioners for potential acquisition and/or rehabilitation.

Relationship to General & Community Plans:

The Project is consistent with the General Plan designation for housing and meets the objectives of both the Community Redevelopment and Housing Authorities Law for the production or preservation of affordable housing units at risk of conversion to market rate.

Operating Budget Impact:

The Program is funded through a return of Low- and Moderate-Income Housing Asset Funds received by the Housing Authority, Housing In-Lieu funds, and through ongoing lease revenues.

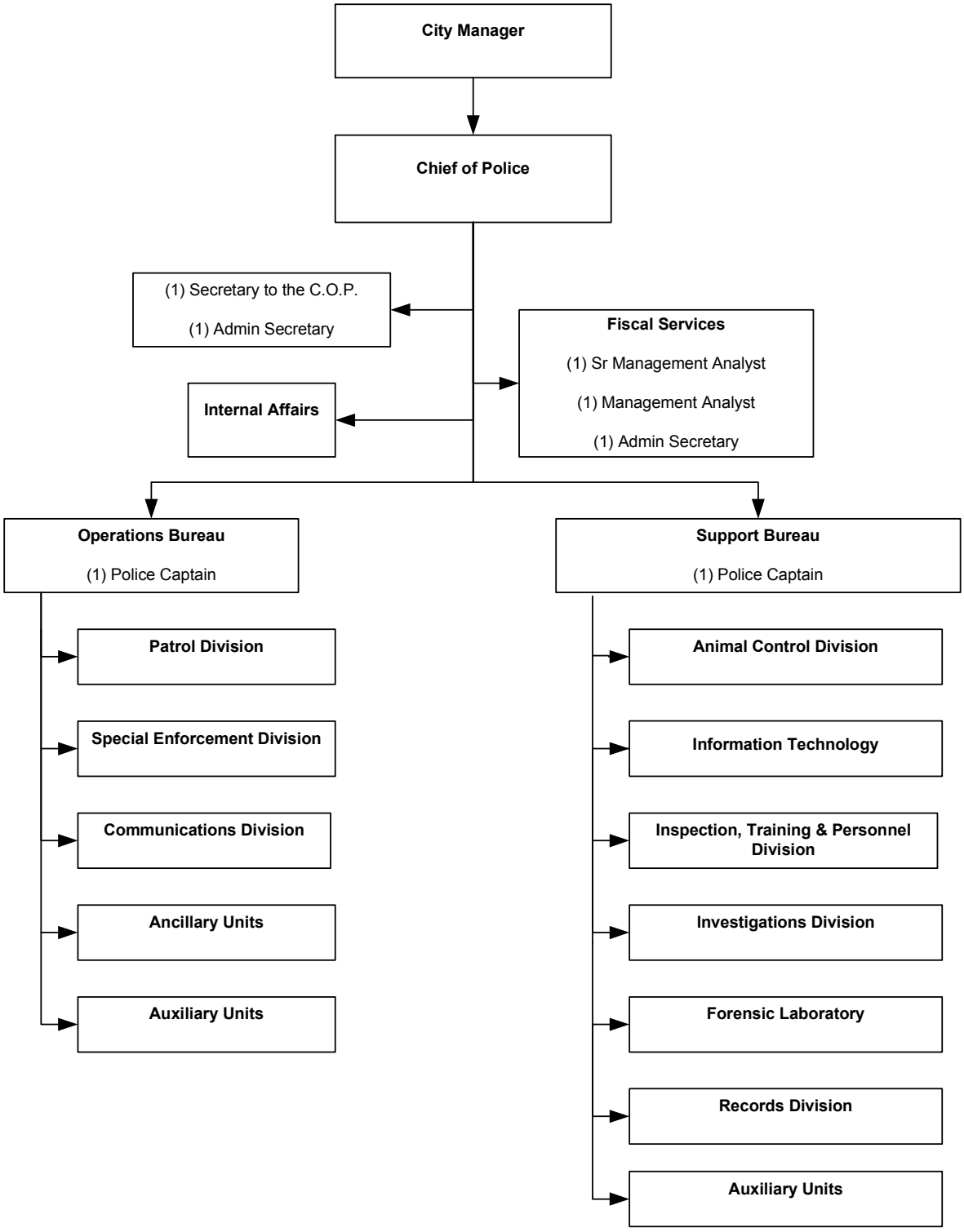
	Prior Year(s) Expend Actual	Current Year Expend Estimate	Appropriation FY 16-17	Est. Project Costs Through FY 16-17
Consulting Services (8325)		-	**25,000**	25,000
Legal Services (8345)		-	**12,000**	12,000
Other Prof/Tech Services (8395)		-	**42,500**	42,500
Internal Prof/Tech Services (8396)		-	**-**	-
Property Insurance (8516)		-	**17,320**	17,320
Advertising (8522)			**250**	250
Property Taxes (8573)		-	**15,000**	15,000
Rent Expense (8574)			**-**	-
Repairs & Maintenance (8576)		-	**25,000**	25,000
Service Maintenance Contracts (8584)		-	**4,800**	4,800
Utilities (8598)		-	**42,000**	42,000
Contingency (8529)		-	**-**	-
Land Acquisition (9050)		-	**1,250,000**	1,250,000
Construction-Buildings (9060)		-	**700,000**	700,000
Relocation Costs (9080)		-		-
PROJECT COST TOTAL:	-	-	**2,133,870**	2,133,870

Source(s) of Funds:				
Housing Authority Fund (298)	-	-	**1,776,098**	1,776,098
In-Lieu Fund (299)			**282,772**	282,772
HOME Loan to HA (275)			**-**	-
2005 LMIHAF Bonds (0295)				-
Rental Income			**75,000**	75,000
FUNDING TOTAL:	-	-	**2,133,870**	2,133,870

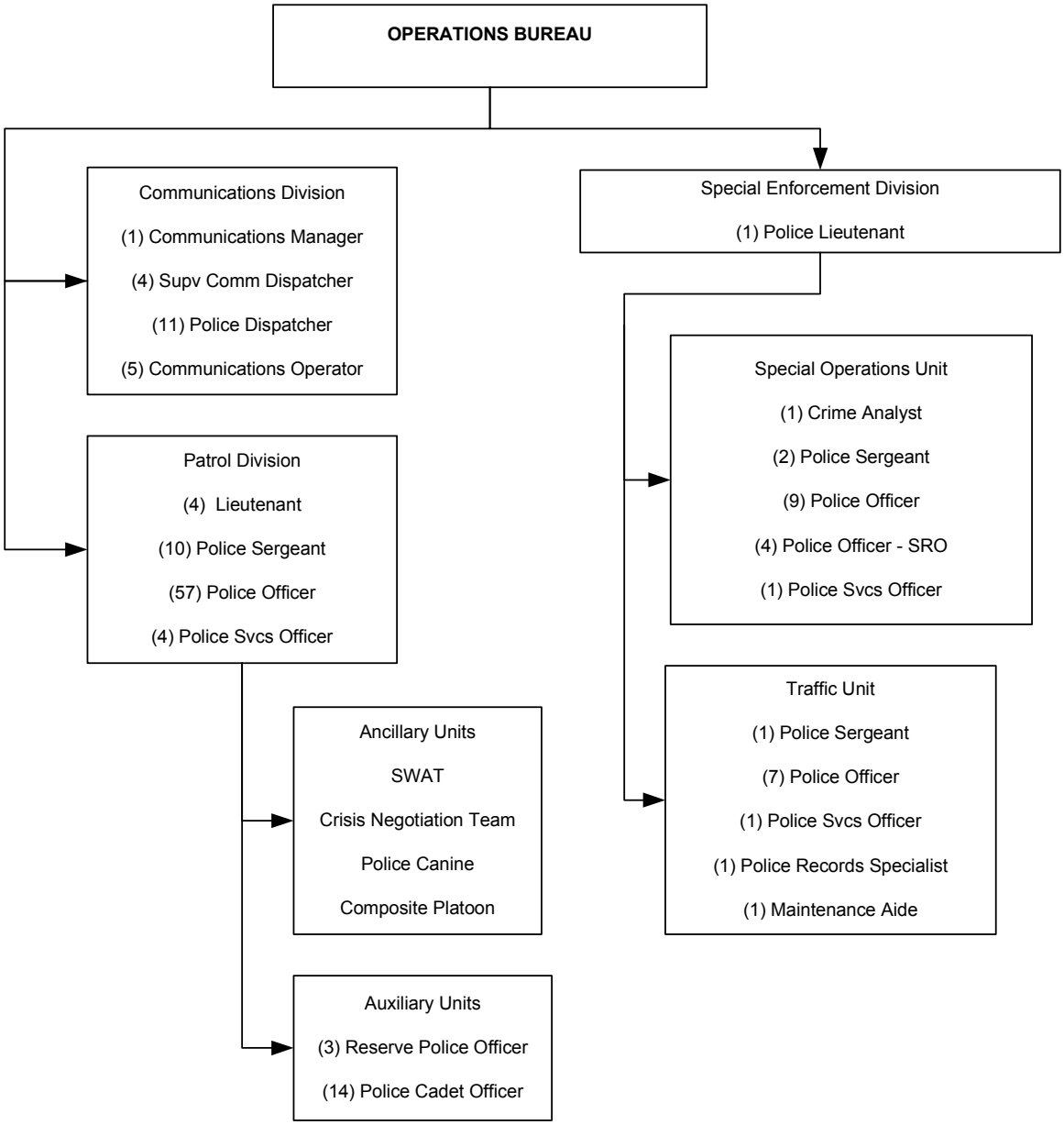
Acct #	Account Title	FY13-14 Actual	FY14-15 Actual	FY15-16 Budgeted	FY15-16 Estimated	FY16-17 Adopted
298900						**LMIHAF HOUSING PROJECTS**
8325	CONSULTING SERVICES	-	-	5,000	-	39,000
8345	LEGAL SERVICES	-	314	20,000	3,000	21,000
8395	OTHER PROF/TECH SERVICES	8,200	8,498	78,753	20,160	65,820
8396	INTERNAL PROF/TECH SVCS	5,670	51	50,711	-	12,550
8516	PROPERTY INS CHG/PREMIUM	-	-	27,260	27,260	27,260
8522	ADVERTISING	-	-	-	75	1,000
8524	BANK CHARGES AND FEES	30	2,000	100	50	100
8529	CONTINGENCY	-	-	59,104	-	-
8568	POSTAGE AND SHIPPING	-	-	-	-	300
8570	PRINTING AND BINDING	-	-	-	-	300
8573	PROPERTY TAX ASSESSMENT	1,785	-	6,620	-	22,800
8574	RENT EXPENSE	-	-	23,475	-	-
8576	REPAIRS AND MAINTENANCE	-	-	76,000	-	37,000
8584	SERVICE/MAINT CONTRACTS	-	-	30,760	-	18,800
8598	UTILITIES	450	-	84,000	-	50,160
TOTAL	**MAT'L, SVC & SUPPLIES**	**16,135**	**10,863**	**461,783**	**50,545**	**296,090**
9050	LAND	-	-	4,450,000	-	1,250,000
9055	LAND IMPROVEMENTS	-	6,000	-	-	-
9060	BUILDINGS & IMPROVEMENTS	-	-	349,291	-	2,147,621
TOTAL	**CAPITAL OUTLAY**	**-**	**6,000**	**4,799,291**	**-**	**3,397,621**
9990	LOAN DISBURSEMENT	202,316	199,237	200,000	-	200,000
TOTAL OTHER FINANCING USES		**202,316**	**199,237**	**200,000**	**-**	**200,000**
ACTIVITY TOTAL		**218,451**	**216,099**	**5,461,074**	**50,545**	**3,893,711**

Acct #	Account Title	FY13-14 Actual	FY14-15 Actual	FY15-16 Budgeted	FY15-16 Estimated	FY16-17 Adopted
299900						**HOUSING IN LIEU PROJECTS**
9910	TRANSFER OUT	-	-	282,772	-	282,772
TOTAL OTHER FINANCING USES		**-**	**-**	**282,772**	**-**	**282,772**
ACTIVITY TOTAL		**-**	**-**	**282,772**	**-**	**282,772**

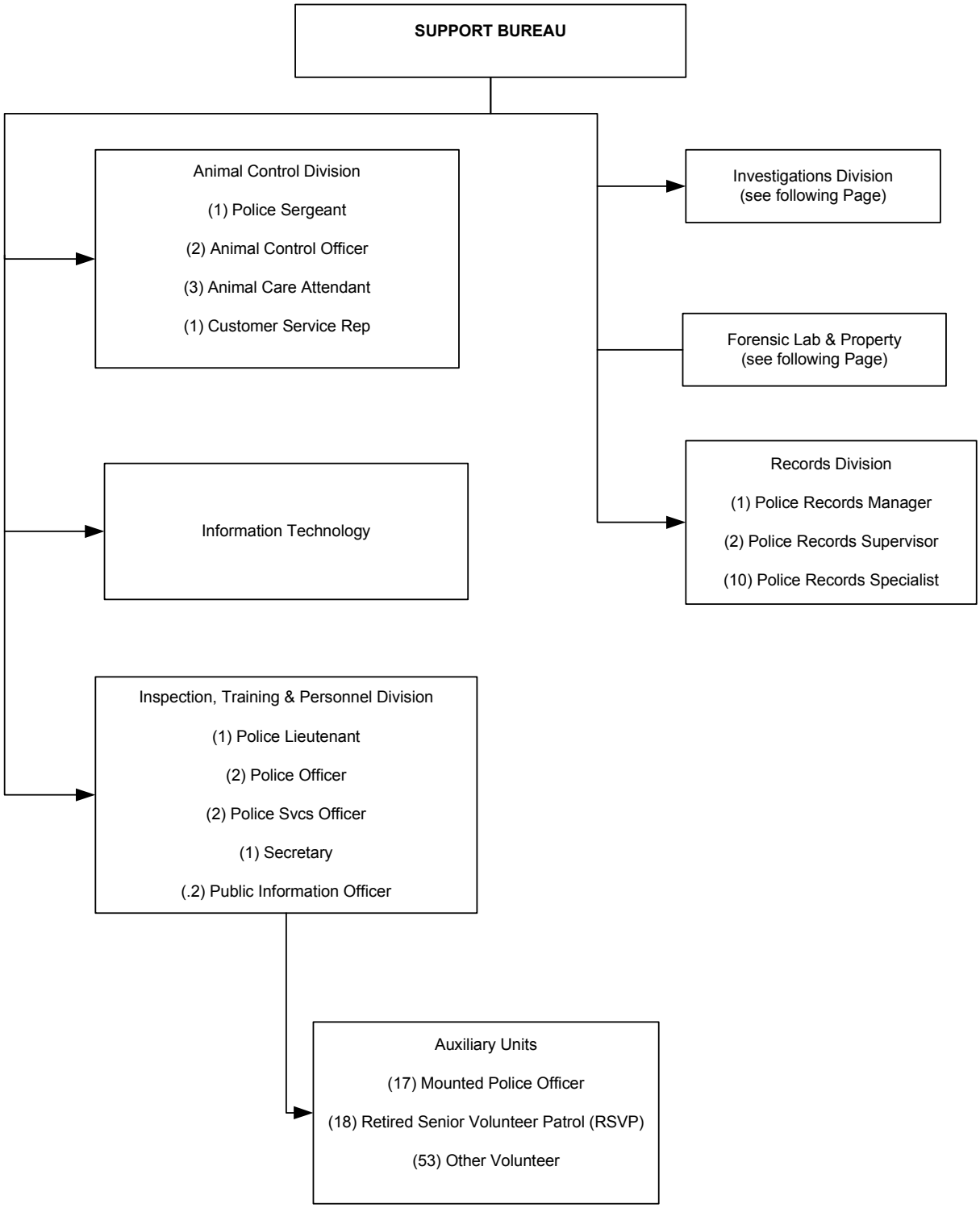
POLICE DEPARTMENT
FY 2016 - 2017



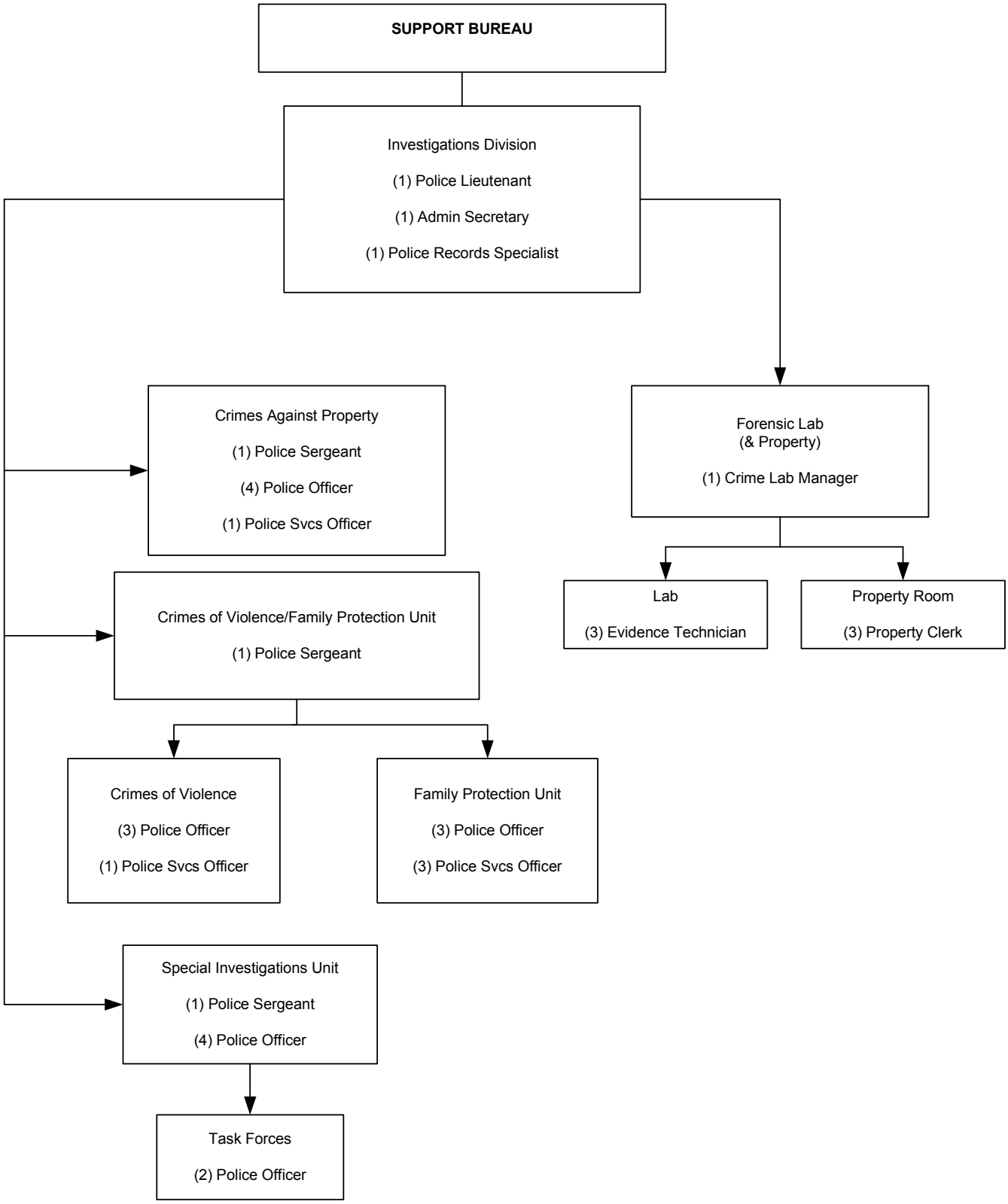
POLICE DEPARTMENT
FY 2016 - 2017



POLICE DEPARTMENT
FY 2016 - 2017



POLICE DEPARTMENT
FY 2016 - 2017



ACTIVITY: POLICE DEPARTMENT

Mission Statement:
Committed to a Safe and Secure Community through Service, Mutual Cooperation, and Respect.

Description:
The Police Department is responsible for public safety, law enforcement, crime prevention and criminal investigations in the City of El Cajon. The department is organized into three over-arching groups: Operations, Support and Fiscal Services. Operations is responsible for Patrol, Communications, Special Enforcement, Ancillary Units and some Auxiliary Units. Support includes Animal Control, Information Services, Inspection, Training and Personnel, Investigations, Records and some Auxiliary Units. Fiscal Services prepares and administers the $30.9M police budget which comprises approximately half of the General Fund, processes accounts payable and receivables, payroll for 193 employees, and administers grants and contracts in excess of $625K for the department.

The police department continues to expand community outreach and partnership efforts, understanding the concepts of 21st Century Policing, the department's role as guardians, and that quality community/police networking improves our policing abilities. The department maximizes opportunities to partner with allied agencies through task forces and enforcement collaboratives to address regional crime issues. Our bike team continues to address a myriad of high-profile tasks including "Deemed Approve" City ordinance, serial inebriant and public nuisance enforcement, and not only enforce all applicable laws when appropriate, but do their best to refer individuals to various local community outreach services.

Patrol is the most visible unit in the police department, and is responsible for emergency and non-emergency response to calls for service from the public in order to bring prompt resolution to community needs. The Patrol Division is tasked with developing and implementing policing and effective crime suppression strategies, and is committed to maintaining minimum staffing in order to provide reasonable response times to calls for service. The division supports the community's sense of security and well-being by staffing the Mall Enforcement Team at Parkway Plaza, enhancing communication with citizens through programs such as neighborhood watch and crime free multi-housing/hotel motel, diligently enforcing the law, and employing effective problem-solving by partnering with local community outreach services, and other community policing methods.

The Department's Special Enforcement Division (SED) is comprised of the Special Operations and Traffic Units. SED is responsible for addressing gang activity and crime prevention, provides a school resource officer for each of the high schools in the City, organizes the crime free multi-housing and crime free hotel/motel programs, houses the four officer Bike Team, Gang Street Team, is responsible for traffic enforcement and accident investigations, as well as coordinating the police department's participation in a growing number of community events, and managing the Police Department's fleet of vehicles.

The El Cajon Police Department's Crime Laboratory is accredited by the American Society of Crime Laboratory Directors/Laboratory Accreditation Board (ASCLD/LAB-International). This can best be described as a continuous process of quality assurance and improvement. The entire process is focused on developing a 'culture of quality' for both management and technical personnel. In the Spring of 2015, the Crime Laboratory began a comprehensive upgrade to a higher level of accreditation known as ISO/IEC-17025. This is an international accreditation standard for crime laboratories and extremely difficult to achieve. An additional challenge was to meet this accreditation standard for the Department's Property Room, which was being consolidated under the management of the laboratory. The Crime Lab and Property Room successfully achieved this accreditation which encompassed a thorough site inspection as well as a critical review of policy and standard operating procedures. In 2015, the Laboratory received 1,338 requests for service with an average turn-around time of 15 days.

Investigations Division furthers investigations of crimes against property and crimes of violence after the initial response by Patrol, conducts proactive and undercover investigative work, and manages the

registrant population in El Cajon. The division also staffs the East County Gang and Narcotics Task Forces.

Animal Control (ACO) assures public and animal safety, eliminates animal-related hazards and reduces conflicts by ensuring compliance with animal-related laws. The division works to maintain humane animal care and control services through the use of education and public assistance that encourages animal care, welfare and the spaying and neutering of pets. ACO works to increase the number of adoptable and treatable animals, and increase the claim rate for lost pets through the use of modern technology and effective advertising programs. ACO actively recruits and trains a solid base of volunteers to maximize the efficient use of resources, and promotes community awareness that increases voluntary compliance with animal-related laws, lowers future costs and enhances the quality of life for El Cajon's animal population and the community.

Prior Fiscal Year Highlights:

- During calendar year 2015, Total Major Crime increased slightly 1%, Violent Crime increased 2%, and Property Crime did not show a significant change as compared to calendar year 2014.

- Crime Free Hotel Motel Program (CFHM) - In FY2015-16 the police department piloted a Crime Free Hotel Motel program which mirrors the highly successful Crime Free Multi-Housing program. The CFHM program is intended to provide certification and resources for owners who work diligently to run safe and professional establishments for east county residents and visitors, and hold owners accountable who allow criminal and/or code violations to exist, or permit circumstances on their properties which generate excessive need for police resources.

- Partnering with local community outreach services - The department's bike team continues to address a myriad of high-profile tasks including "Deemed Approve" City ordinance and serial inebriant and public nuisance enforcement. The focus on these issues has been not only to enforce all applicable laws when appropriate, but to partner with East County Transitional Living Center (ECTLC), veteran's, and other local community outreach services, to identify and refer individuals to programs geared towards addressing root causes, and permanently resolving alcohol, homelessness and other issues on a case by case basis whenever possible.

- Public Service Video - In response to the increased refugee population from Iraq and surrounding countries, the police department worked in conjunction with a community service organization and local churches to develop a public service video. The video is produced with Arabic translation and explains City and public safety services. One component of the video addresses pedestrian safety, in an effort to educate the public regarding traffic safety.

- The Animal Shelter's calls for service increased by over 85% (893 in 2014, 1680 in 2015) between January 1, 2015 through December 31, 2015. The Shelter has partnered with local news stations to showcase adoptable animals as well as the Union Tribune's "Adopt a Pet" program. Adoptable animals can also be viewed online at Petfinder.com. The Shelter continues to receive donations from customers, concerned citizens and the Animal Center for Education and Services Foundation (ACES). These donations are primarily used to financially augment programs and assist with continued animal care.

- The Inspections, Training and Personnel unit oversees the Department's Retired Senior Volunteer Patrol (RSVP) program. This valued program enlists the services of 18 members which collectively accounts for 5,925 hours of volunteer service.

- Between January and May 2015, a significant residential burglary series in the east county surfaced where the suspects were breaking into homes while the residents were attending funeral

ACTIVITY: POLICE DEPARTMENT

services. The suspects searched obituaries for funeral services, and burglarize the home while the family was attending the service. Detectives identified the suspects involved and ultimately took them into custody, bringing an end to the victimization of families during times of grief.

- Narcotic detectives identified a major Methamphetamine source directly connected to the Mexican Cartels. With the assistance of the Narcotic Task Force, a comprehensive investigation netted significant arrests along with the seizure of 11 pounds of Methamphetamine and 2 pounds of Heroin.

Goals:

- To reduce alcohol related sales to minors and serial inebriants through implementation of the Deemed Approved ordinance.
- To fully implement the Crime Free Hotel/Motel program and gain full compliance.
- To work in conjunction with the San Diego Sheriff's Department to develop and implement a new east county multi-agency homeless outreach team, similar to the City of San Diego's Homeless Outreach Team (HOT Team). Participating agencies will collaborate in order to most effectively and efficiently address homelessness, and not simply "move" encampments from one jurisdiction to another.
- To complete the design and build of the new Prop O funded animal shelter.

Financial Comments:

This year's budget request was a little less than $1.2M higher than last year. The non-personnel budget remained virtually the same, with a salary and fringe increase of $1.18M as a result of labor negotiations.

POLICE DEPARTMENT

BUDGET ACTIVITY EXPENDITURE SUMMARY	2013-2014 ACTUAL	2014-2015 ACTUAL	2015-2016 AMENDED BUDGET	2015-2016 EST. ACTUAL	2016-2017 ADOPTED
Administration- 130110	**1,636,182**	**1,853,899**	**1,926,725**	**1,968,801**	**1,986,465**
Insp, Training & Pers - 130120	**1,315,754**	**1,492,559**	**1,740,100**	**1,580,478**	**1,791,206**
Records - 130130	**737,462**	**810,972**	**984,168**	**774,431**	**1,073,983**
Information Services - 130140	**908,411**	**1,035,613**	**646,416**	**550,679**	**683,397**
Communications - 130150	**1,840,126**	**1,809,726**	**2,167,190**	**1,950,715**	**2,192,756**
Patrol - 130160	**10,089,060**	**11,583,063**	**11,698,986**	**11,948,051**	**12,240,394**
Special Operations - 130170	**2,489,420**	**2,757,747**	**2,685,297**	**3,119,262**	**2,882,273**
Traffic - 130190	**1,575,095**	**1,796,299**	**1,825,421**	**2,063,191**	**1,908,494**
Investigations - 130210	**3,616,468**	**3,993,634**	**4,221,547**	**4,098,894**	**4,269,300**
Laboratory - 130220	**616,013**	**706,669**	**785,577**	**819,173**	**827,530**
Anc & Auxiliary Units - 130120	**109,635**	**172,117**	**174,557**	**164,452**	**158,518**
Animal Shelter - 135000	**783,051**	**838,973**	**872,026**	**693,626**	**895,542**
GENERAL FUND TOTAL	**25,716,677**	**28,851,271**	**29,728,010**	**29,731,753**	**30,909,858**
State COPS Grant - 215000	**141,008**	**116,586**	**149,400**	**89,400**	**189,650**
State Homeland Security-221900	**13,233**	**17,129**	**18,764**	**13,359**	**5,300**
Fed Asset Forfeiture - 222000	**171,527**	**206,125**	**117,132**	**121,677**	**117,770**
State Asset Forfeiture - 223000	**5,500**	**2,000**	**-**	**-**	**15,000**
Local Public Safety - 224280	**159,749**	**150,598**	**188,515**	**192,715**	**225,140**
Police Misc Grants - 225900	**259,917**	**290,816**	**594,424**	**269,395**	**441,278**

POLICE DEPARTMENT

DETAIL OF PERSONNEL SERVICES

JOB CLASSIFICATION	2013-2014 ACTUAL	2014-2015 ACTUAL	2015-2016 ACTUAL	2016-2017 ADOPTED
Police Chief	1.00	1.00	1.00	1.00
Police Captain	2.00	2.00	2.00	2.00
Police Lieutenant	7.00	7.00	7.00	7.00
Police Sergeant	17.00	17.00	17.00	17.00
Police Officer	95.00	95.00	95.00	95.00
Subtotal SWORN	**122.00**	**122.00**	**122.00**	**122.00**
Administrative Secretary	3.00	3.00	3.00	3.00
Animal Care Attendant	3.00	3.00	3.00	3.00
Animal Control Officer	2.00	2.00	2.00	2.00
Customer Service Representative	1.00	1.00	1.00	1.00
Communications Manager	1.00	1.00	1.00	1.00
Communications Operator	7.00	7.00	5.00	5.00
Crime Analyst	1.00	1.00	1.00	1.00
Crime Laboratory Manager	1.00	1.00	1.00	1.00
Evidence Technician	2.00	3.00	3.00	3.00
Information Technologies Manager	1.00	1.00	0.00	0.00
information Technologies Technician	2.00	2.00	0.00	0.00
Management Analyst	1.00	1.00	1.00	1.00
Network Administrator	1.00	1.00	0.00	0.00
Police Dispatcher	9.00	9.00	11.00	11.00
Police Maintenance Aide	1.00	1.00	1.00	1.00
Police Records Manager	1.00	1.00	1.00	1.00
Police Records Supervisor	2.00	2.00	2.00	2.00
Police Records Specialist	9.00	11.00	11.00	12.00
Police Services Officer	14.00	14.00	14.00	13.00
Property Room Clerk	3.00	3.00	3.00	3.00
Public Information Officer	0.20	0.20	0.20	0.20
Secretary	3.00	1.00	1.00	1.00
Secretary to the Chief of Police	1.00	1.00	1.00	1.00
Senior Management Analyst	1.00	1.00	1.00	1.00
Supervising Communications Dispatcher	4.00	4.00	4.00	4.00
Subtotal NON-SWORN	**74.20**	**75.20**	**71.20**	**71.20**
General Fund Total	**196.20**	**197.20**	**193.20**	**193.20**

POLICE DEPARTMENT

GENERAL FUND REVENUE SUMMARY	2013-2014 ACTUAL	2014-2015 ACTUAL	2015-2016 AMENDED BUDGET	2015-2016 EST. ACTUAL	2016-2017 ADOPTED
Dog License - 4420	62,277	58,448	55,000	55,000	50,000
P.O.S.T. - 4613	26,466	27,431	25,000	26,963	25,000
Government Reimburs - 4650	414,744	436,452	403,750	507,845	403,750
DOJ/NTF/OCDETF/DEA - 4651	8,601	44,678	-	16,500	-
RATT Reimbursement - 4652	42,625	-	-	-	-
Notary Service - 5011	30	30	-	-	-
Witness Fees - 5015	5,175	5,265	1,000	4,000	1,000
Fingerprint/Live Scan Fees - 5040	206	64	150	192	150
Police Revenue - 5041	23,805	24,838	20,000	20,000	20,000
Private Party Towing Fees - 5042	34,080	46,250	15,000	58,500	15,000
Contract Police Services - 5043	234,233	198,581	179,000	186,000	179,000
License Investigation Fees - 5044	-	4,480	5,000	10,000	5,000
Shelter Fees (El Cajon) - 5050	89,110	91,759	80,000	75,000	80,000
Shelter Fees (La Mesa) - 5051	45,985	52,848	50,000	36,000	50,000
Adjudicated Trust Monies - 5531	8,891	6,356	-	8,500	-
Court Fines - 5532	21,836	85,251	40,000	85,000	50,000
False Alarm - 5533	78,119	80,316	55,000	80,000	65,000
Impounds - 5534	88,305	78,165	80,000	70,000	70,000
Motor Vehicle Fines - 5535	375,490	277,787	275,000	245,000	250,000
Parking Fines - 5536	142,681	133,460	120,000	100,000	100,000
Spay/Neuter Fines - 5537	3,633	4,070	3,000	3,000	3,000
Donations (Aux) - 6020	378	38	650	-	150
Misc Reimburs (Admin) - 6520	10,544	983	-	600	-
Misc Reimburss (Anc/Aux) - 6520	800	900	800	-	500
Transfer In - 6910	179,982	179,982	193,976	185,000	210,916
GENERAL FUND TOTAL	1,897,996	1,838,432	1,602,326	1,773,100	1,578,466

POLICE DEPARTMENT

INTERDEPARTMENTAL CHARGES AND COST RECOVERY

EXPENDITURE SUMMARY	
ADOPTED BUDGET	30,909,858
ALLOCATED COST	3,361,436
TOTAL	**34,271,294**
% ALLOCATED COST	11%
REVENUE SUMMARY	
FEES AND CHARGES	1,578,466
TAX AND OTHER GENERAL REVENUE SUPPORT	32,692,828
TOTAL	**34,271,294**
% TAX SUPPORT	95%
% FEE SUPPORT	5%

POLICE DEPARTMENT

GENERAL FUND EXPENDITURE SUMMARY	2013-2014 ACTUAL	2014-2015 ACTUAL	2015-2016 AMENDED BUDGET	2015-2016 EST. ACTUAL	2016-2017 ADOPTED
SALARIES & BENEFITS	22,458,152	25,034,267	25,173,675	25,484,533	26,353,929
MAT'L, SVC & SUPPLIES	3,258,525	3,814,075	4,552,335	4,245,520	4,542,529
CAPITAL OUTLAY	-	2,929	2,000	1,700	13,400
OTHER FINANCING USES	-	-	-	-	-
TOTAL	25,716,677	28,851,271	29,728,010	29,731,753	30,909,858

Acct #	Account Title	FY13-14 Actual	FY14-15 Actual	FY15-16 Budgeted	FY15-16 Estimated	FY16-17 Adopted
130110						**POLICE ADMINISTRATION**
7110	SALARIES	720,072	784,290	788,491	811,373	774,429
7120	OVERTIME	396	979	1,500	179	1,500
7130	VACATION/SICK CONVERSION	55,598	42,706	55,183	89,485	98,434
7170	STIPEND	-	-	-	1,500	-
7310	PERS (EMPLOYER)	253,490	323,344	333,072	340,392	348,564
7312	POST RETIREMENT BENEFITS	-	19,463	19,989	19,989	22,287
7315	MEDICARE TAX	11,581	12,432	13,404	14,493	13,165
7325	CAFETERIA	84,448	92,045	91,083	94,150	93,480
7335	WORKERS COMPENSATION	38,798	41,639	51,261	50,648	49,704
7340	LIFE INSURANCE	2,248	2,404	2,432	2,583	2,371
7345	LTD INSURANCE	1,798	2,477	2,619	2,702	2,570
7350	STD INSURANCE	595	609	1,216	522	1,179
7360	UNIFORM ALLOWANCE	2,325	2,325	2,475	2,325	2,475
TOTAL	**SALARY & BENEFITS**	**1,171,348**	**1,324,712**	**1,362,725**	**1,430,341**	**1,410,158**
8120	AWARDS AND PRESENTATION	9,304	6,625	9,000	9,000	9,000
8160	OPERATING SUPPLIES	196	496	500	500	500
8170	UNIFORMS	-	341	-	350	-
8511	FLEET/EQUIP REIMBURSEMEN	58,944	56,587	75,698	75,698	74,840
8515	LIABILITY INS CHG/PREMIUM	257,652	276,405	242,845	242,845	263,139
8516	PROPERTY INS CHG/PREMIUM	120,528	125,164	162,668	162,668	162,668
8520	VEHICLE REPLACEMNT CHAR	-	45,520	26,829	26,829	19,600
8552	MEMBERSHIP,DUES & LICENS	2,300	2,450	2,710	2,700	2,710
8556	MILEAGE/POLICE USE ONLY	-	104	250	150	250
8560	PERMITS AND FEES	-	-	25,000	-	25,000
8576	REPAIRS AND MAINTENANCE	260	-	1,000	500	1,000
8588	SUBSCRIPTIONS	307	387	400	500	500
8590	MEALS-W/O OVRNIGHT STAY	30	84	100	120	100
8594	TRAINING/MEETINGS/SCHOOL	10,731	10,460	12,000	12,000	12,000
8616	SANDAG	4,582	4,564	5,000	4,600	5,000
TOTAL	**MAT'L, SVC & SUPPLIES**	**464,834**	**529,187**	**564,000**	**538,460**	**576,307**
	ACTIVITY TOTAL	**1,636,182**	**1,853,899**	**1,926,725**	**1,968,801**	**1,986,465**

DETAIL OF PERSONNEL SERVICES

JOB CLASSIFICATION	2013-2014 ACTUAL	2014-2015 ACTUAL	2015-2016 ACTUAL	2016-2017 ADOPTED
	0.00	0.00	0.00	0.00
Police Chief	1.00	1.00	1.00	1.00
Police Captain	2.00	2.00	2.00	2.00
Senior Management Analyst	1.00	1.00	1.00	1.00
Management Analyst	1.00	1.00	1.00	1.00
Secretary to the Chief of Police	1.00	1.00	1.00	1.00
Administrative Secretary	2.00	2.00	2.00	2.00
TOTAL	**8.00**	**8.00**	**8.00**	**8.00**

Acct #	Account Title	FY13-14 Actual	FY14-15 Actual	FY15-16 Budgeted	FY15-16 Estimated	FY16-17 Adopted
130120						**INSPECTION & TRAINING**
7110	SALARIES	400,064	434,227	428,153	403,120	430,577
7120	OVERTIME	22,119	18,656	20,000	17,821	20,000
7130	VACATION/SICK CONVERSION	7,656	16,842	23,662	5,518	6,070
7170	STIPEND	-	-	-	1,260	-
7310	PERS (EMPLOYER)	134,163	176,052	182,586	175,442	196,415
7312	POST RETIREMENT BENEFITS	-	15,083	15,491	15,491	17,272
7315	MEDICARE TAX	6,678	7,064	7,279	6,726	7,320
7325	CAFETERIA	62,790	66,777	70,597	61,440	72,447
7335	WORKERS COMPENSATION	25,114	28,614	32,529	31,133	33,638
7340	LIFE INSURANCE	681	726	756	709	739
7345	LTD INSURANCE	375	522	560	544	544
7350	STD INSURANCE	22	24	260	24	250
7360	UNIFORM ALLOWANCE	2,000	3,175	8,125	2,850	8,125
TOTAL	**SALARY & BENEFITS**	**661,663**	**767,763**	**789,998**	**722,078**	**793,397**
8120	AWARDS AND PRESENTATION	-	40	1,250	1,250	1,250
8160	OPERATING SUPPLIES	58,547	95,028	94,494	94,000	105,094
8170	UNIFORMS	22,455	17,292	21,000	17,000	23,000
8350	MEDICAL & PSYCH SERVICES	-	-	4,915	5,000	4,915
8395	OTHER PROF/TECH SERVICES	1,558	10,235	5,270	6,500	22,070
8544	JANITORIAL SERVICES	1,892	1,891	2,470	2,000	2,470
8552	MEMBERSHIP,DUES & LICENS	50	50	150	50	150
8564	PEST CONTROL	2,928	1,404	1,700	1,000	1,700
8570	PRINTING AND BINDING	229	-	-	-	-
8576	REPAIRS AND MAINTENANCE	9,060	773	12,900	12,000	12,900
8580	SECURITY GUARDS/SYSTEM	2,086	2,042	22,150	2,100	22,150
8588	SUBSCRIPTIONS	-	-	10,000	-	7,500
8590	MEALS-W/O OVRNIGHT STAY	3,982	3,130	3,500	3,500	3,500
8594	TRAINING/MEETINGS/SCHOOI	33,184	33,995	48,220	34,000	48,220
8598	UTILITIES	518,121	558,916	722,083	680,000	742,890
TOTAL	**MAT'L, SVC & SUPPLIES**	**654,091**	**724,796**	**950,102**	**858,400**	**997,809**
	ACTIVITY TOTAL	**1,315,754**	**1,492,559**	**1,740,100**	**1,580,478**	**1,791,206**

DETAIL OF PERSONNEL SERVICES

JOB CLASSIFICATION	2013-2014 ACTUAL	2014-2015 ACTUAL	2015-2016 ACTUAL	2016-2017 ADOPTED
Police Lieutenant	1.00	1.00	1.00	1.00
Police Officer	2.00	2.00	2.00	2.00
Police Services Officer	2.00	2.00	2.00	2.00
Public Information Officer	0.20	0.20	0.20	0.20
Secretary	1.00	1.00	1.00	1.00
TOTAL	**6.20**	**6.20**	**6.20**	**6.20**

Acct #	Account Title	FY13-14 Actual	FY14-15 Actual	FY15-16 Budgeted	FY15-16 Estimated	FY16-17 Adopted
130130						**RECORDS**
7110	SALARIES	409,789	434,266	504,328	387,987	534,785
7120	OVERTIME	23,012	14,852	30,000	24,282	30,000
7130	VACATION/SICK CONVERSION	5,461	4,932	8,246	16,015	17,617
7170	STIPEND	-	-	-	2,400	-
7310	PERS (EMPLOYER)	116,954	143,607	170,266	130,267	201,935
7312	POST RETIREMENT BENEFITS	-	29,194	29,983	29,983	36,216
7315	MEDICARE TAX	7,593	8,101	8,574	7,461	9,091
7325	CAFETERIA	109,423	116,700	139,098	101,489	151,905
7335	WORKERS COMPENSATION	3,690	3,793	4,945	3,732	5,043
7336	UNEMPLOYMENT INSURANCE	8,550	3,150	-	-	-
7340	LIFE INSURANCE	737	751	849	680	906
7345	LTD INSURANCE	215	281	286	286	295
7350	STD INSURANCE	129	127	133	129	135
TOTAL	**SALARY & BENEFITS**	**685,551**	**759,753**	**896,708**	**704,711**	**987,928**
8150	OFFICE SUPPLIES	19,847	21,393	43,610	35,000	43,610
8160	OPERATING SUPPLIES	734	1,747	565	500	565
8355	RECORDS MANAGEMENT	588	1,386	10,500	5,000	9,210
8395	OTHER PROF/TECH SERVICES	8,530	-	-	-	-
8522	ADVERTISING	-	9	195	195	195
8532	COPIER RENT/MAINTENANCE	13,429	14,415	15,000	15,000	15,000
8552	MEMBERSHIP,DUES & LICENS	270	640	640	525	525
8568	POSTAGE AND SHIPPING	2,109	2,302	3,000	2,800	3,000
8570	PRINTING AND BINDING	-	1,200	2,000	1,800	2,000
8576	REPAIRS AND MAINTENANCE	2,428	2,575	6,350	3,000	6,350
8590	MEALS-W/O OVRNIGHT STAY	105	346	100	400	100
8594	TRAINING/MEETINGS/SCHOOI	3,871	5,207	5,500	5,500	5,500
TOTAL	**MAT'L, SVC & SUPPLIES**	**51,911**	**51,219**	**87,460**	**69,720**	**86,055**
	ACTIVITY TOTAL	**737,463**	**810,972**	**984,168**	**774,431**	**1,073,983**

DETAIL OF PERSONNEL SERVICES

JOB CLASSIFICATION	2013-2014 ACTUAL	2014-2015 ACTUAL	2015-2016 ACTUAL	2016-2017 ADOPTED
Police Records Manager	1.00	1.00	1.00	1.00
Police Records Supervisor	2.00	2.00	2.00	2.00
Police Records Specialist	9.00	9.00	9.00	10.00
TOTAL	**12.00**	**12.00**	**12.00**	**13.00**

Acct #	Account Title	FY13-14 Actual	FY14-15 Actual	FY15-16 Budgeted	FY15-16 Estimated	FY16-17 Adopted
130140						**INFORMATION SYSTEM SVCS**
7110	SALARIES	311,616	323,944	-	-	-
7120	OVERTIME	1,835	1,629	-	-	-
7130	VACATION/SICK CONVERSION	14,156	9,572	-	-	-
7310	PERS (EMPLOYER)	88,879	107,129	-	-	-
7312	POST RETIREMENT BENEFITS	-	9,731	-	-	-
7315	MEDICARE TAX	5,187	5,368	-	-	-
7325	CAFETERIA	43,925	46,200	-	-	-
7335	WORKERS COMPENSATION	2,636	2,758	-	-	-
7340	LIFE INSURANCE	838	868	-	-	-
7345	LTD INSURANCE	612	822	-	-	-
7350	STD INSURANCE	368	370	-	-	-
TOTAL	**SALARY & BENEFITS**	**470,052**	**508,392**	**-**	**-**	**-**
8155	IT SUPPLIES	-	-	-	-	5,900
8160	OPERATING SUPPLIES	3,501	2,743	5,900	5,900	-
8330	DATA PROCESSING	-	-	-	-	41,250
8363	SYSTEM / COMPUTER ANALYS	-	-	-	-	6,400
8395	OTHER PROF/TECH SERVICES	15,694	11,124	15,030	15,030	-
8511	FLEET/EQUIP REIMBURSEMEN	2,184	2,005	749	749	96
8528	COMMUNICATIONS	232,151	299,504	356,660	310,000	337,500
8576	REPAIRS AND MAINTENANCE	36,445	38,692	20,060	19,000	-
8577	IT REPAIRS & MAINT	-	-	-	-	18,860
8586	SOFTWARE AGREEMENTS	143,465	161,112	248,017	200,000	259,991
8590	MEALS-W/O OVRNIGHT STAY	57	-	-	-	-
8594	TRAINING/MEETINGS/SCHOOI	4,862	10,762	-	-	-
TOTAL	**MAT'L, SVC & SUPPLIES**	**438,359**	**525,942**	**646,416**	**550,679**	**669,997**
9010	MINOR FURN&EQUIP <$10,000	-	1,279	-	-	-
9035	FURN & EQUIP >$10,000	-	-	-	-	13,400
TOTAL	**CAPITAL OUTLAY**	**-**	**1,279**	**-**	**-**	**13,400**
	ACTIVITY TOTAL	**908,412**	**1,035,614**	**646,416**	**550,679**	**683,397**

DETAIL OF PERSONNEL SERVICES

JOB CLASSIFICATION	2013-2014 ACTUAL	2014-2015 ACTUAL	2015-2016 ACTUAL	2016-2017 ADOPTED
Information Technologies Manager	1.00	1.00	0.00	0.00
Network Administrator	1.00	1.00	0.00	0.00
Information Technologies Technician	2.00	2.00	0.00	0.00
TOTAL	**4.00**	**4.00**	**0.00**	**0.00**

Acct #	Account Title	FY13-14 Actual	FY14-15 Actual	FY15-16 Budgeted	FY15-16 Estimated	FY16-17 Adopted
130150						**COMMUNICATIONS**
7110	SALARIES	944,149	894,629	1,093,495	932,738	1,082,242
7120	OVERTIME	132,801	138,850	136,000	192,344	136,000
7130	VACATION/SICK CONVERSION	19,176	18,985	15,825	5,722	6,294
7170	STIPEND	-	-	-	5,100	-
7310	PERS (EMPLOYER)	271,394	301,622	369,175	316,911	408,655
7312	POST RETIREMENT BENEFITS	-	51,089	52,470	52,470	58,503
7315	MEDICARE TAX	16,410	15,810	18,589	16,875	18,398
7325	CAFETERIA	198,208	193,080	243,858	203,700	245,385
7335	WORKERS COMPENSATION	10,763	10,486	10,722	11,957	10,206
7336	UNEMPLOYMENT INSURANCE	8,713	2,004	-	-	-
7340	LIFE INSURANCE	1,208	1,135	1,358	1,162	1,363
7345	LTD INSURANCE	256	330	333	335	343
7350	STD INSURANCE	154	148	155	151	157
7360	UNIFORM ALLOWANCE	7,600	6,800	8,400	6,000	8,400
TOTAL	**SALARY & BENEFITS**	**1,610,832**	**1,634,968**	**1,950,380**	**1,745,465**	**1,975,946**
8160	OPERATING SUPPLIES	10,936	4,720	13,800	7,000	13,800
8363	SYSTEM / COMPUTER ANALYS	-	-	-	-	8,800
8395	OTHER PROF/TECH SERVICES	534	608	11,300	11,300	2,500
8528	COMMUNICATIONS	156,278	109,705	107,760	110,000	107,760
8570	PRINTING AND BINDING	-	-	1,000	1,000	1,000
8576	REPAIRS AND MAINTENANCE	53,461	51,695	66,500	60,000	62,500
8577	IT REPAIRS & MAINT	-	-	-	-	4,000
8590	MEALS-W/O OVRNIGHT STAY	44	131	750	250	750
8594	TRAINING/MEETINGS/SCHOOI	8,041	7,899	15,700	15,700	15,700
TOTAL	**MAT'L, SVC & SUPPLIES**	**229,294**	**174,758**	**216,810**	**205,250**	**216,810**
	ACTIVITY TOTAL	**1,840,126**	**1,809,726**	**2,167,190**	**1,950,715**	**2,192,756**

DETAIL OF PERSONNEL SERVICES

JOB CLASSIFICATION	2013-2014 ACTUAL	2014-2015 ACTUAL	2015-2016 ACTUAL	2016-2017 ADOPTED
Communciations Manager	1.00	1.00	1.00	1.00
Supervising Communications Dispatcher	4.00	4.00	4.00	4.00
Police Dispatcher	9.00	9.00	11.00	11.00
Communications Operator	7.00	7.00	5.00	5.00
TOTAL	**21.00**	**21.00**	**21.00**	**21.00**

Acct #	Account Title	FY13-14 Actual	FY14-15 Actual	FY15-16 Budgeted	FY15-16 Estimated	FY16-17 Adopted
130160						**PATROL**
7110	SALARIES	5,205,017	5,646,871	5,696,650	5,744,283	5,961,338
7120	OVERTIME	660,781	697,176	650,000	801,483	650,000
7130	VACATION/SICK CONVERSION	194,906	130,104	140,068	112,042	123,246
7150	INJURY PAY (4850)	23,511	48,259	-	20,950	-
7170	STIPEND	-	-	-	20,400	-
7310	PERS (EMPLOYER)	2,040,732	2,625,840	2,676,098	2,696,179	2,943,389
7312	POST RETIREMENT BENEFITS	-	182,461	187,393	187,393	208,937
7315	MEDICARE TAX	86,438	95,532	96,843	100,833	101,343
7325	CAFETERIA	776,941	842,791	832,842	819,667	876,375
7335	WORKERS COMPENSATION	468,377	511,357	552,212	582,283	586,869
7336	UNEMPLOYMENT INSURANCE	17,100	5,850	-	9,567	-
7340	LIFE INSURANCE	1,137	5,190	5,456	5,171	5,417
7345	LTD INSURANCE	1,517	1,647	1,977	1,775	1,949
7350	STD INSURANCE	(93)	-	918	-	894
7360	UNIFORM ALLOWANCE	48,127	52,529	57,350	55,146	57,350
TOTAL	**SALARY & BENEFITS**	**9,524,491**	**10,845,605**	**10,897,807**	**11,157,172**	**11,517,107**
8130	FUELS AND LUBRICATIONS	-	45	-	-	-
8160	OPERATING SUPPLIES	21,360	11,850	15,000	15,000	15,000
8170	UNIFORMS	233	-	-	-	-
8190	VEHICLE ACCESSORIES	-	690	-	-	-
8350	MEDICAL & PSYCH SERVICES	-	-	10,000	5,000	10,000
8395	OTHER PROF/TECH SERVICES	25,487	20,971	30,500	25,000	30,500
8511	FLEET/EQUIP REIMBURSEMEN	504,144	543,800	569,387	569,387	534,645
8520	VEHICLE REPLACEMNT CHAR	-	144,473	161,817	161,817	118,217
8548	LAUNDRY	-	-	75	75	75
8556	MILEAGE/POLICE USE ONLY	-	270	500	500	500
8576	REPAIRS AND MAINTENANCE	3,076	2,983	3,150	3,000	3,150
8590	MEALS-W/O OVRNIGHT STAY	649	948	750	1,100	1,200
8594	TRAINING/MEETINGS/SCHOOI	9,620	11,428	10,000	10,000	10,000
TOTAL	**MAT'L, SVC & SUPPLIES**	**564,569**	**737,458**	**801,179**	**790,879**	**723,287**
	ACTIVITY TOTAL	**10,089,059**	**11,583,063**	**11,698,986**	**11,948,051**	**12,240,394**

DETAIL OF PERSONNEL SERVICES

JOB CLASSIFICATION	2012-2013 ACTUAL	2013-2014 ACTUAL	2014-2015 ACTUAL	2015-2016 ADOPTED
Police Lieutenant	4.00	4.00	4.00	4.00
Police Sergeant	10.00	10.00	10.00	10.00
Police Officer	56.00	55.00	57.00	57.00
Police Services Officer	3.00	3.00	4.00	4.00
TOTAL	**73.00**	**72.00**	**75.00**	**75.00**

Acct #	Account Title	FY13-14 Actual	FY14-15 Actual	FY15-16 Budgeted	FY15-16 Estimated	FY16-17 Adopted
130170						**SPECIAL OPERATIONS UNIT**
7110	SALARIES	1,329,964	1,414,195	1,358,301	1,515,337	1,416,532
7120	OVERTIME	154,063	150,926	125,000	262,515	125,000
7130	VACATION/SICK CONVERSION	36,286	21,987	27,983	23,425	25,768
7150	INJURY PAY (4850)	1,817	3,938	-	17,181	-
7170	STIPEND	-	-	-	5,400	-
7310	PERS (EMPLOYER)	513,865	644,530	629,144	708,269	691,703
7312	POST RETIREMENT BENEFITS	-	42,574	43,725	43,725	48,752
7315	MEDICARE TAX	24,262	25,626	23,091	28,128	24,081
7325	CAFETERIA	195,930	202,475	194,825	215,150	204,488
7335	WORKERS COMPENSATION	117,304	120,291	126,029	148,288	133,751
7340	LIFE INSURANCE	1,108	1,126	1,118	1,177	1,123
7345	LTD INSURANCE	177	244	259	266	270
7350	STD INSURANCE	2	-	121	-	124
7360	UNIFORM ALLOWANCE	12,738	11,850	14,175	12,625	14,175
TOTAL	**SALARY & BENEFITS**	**2,387,516**	**2,639,762**	**2,543,771**	**2,981,486**	**2,685,767**
8160	OPERATING SUPPLIES	4,843	11,220	16,700	13,000	16,700
8170	UNIFORMS	1,651	1,300	1,300	1,300	1,950
8395	OTHER PROF/TECH SERVICES	-	-	-	450	-
8511	FLEET/EQUIP REIMBURSEMEN	84,492	94,061	110,026	110,026	164,356
8556	MILEAGE/POLICE USE ONLY	(106)	-	-	-	-
8570	PRINTING AND BINDING	-	-	1,000	500	1,000
8576	REPAIRS AND MAINTENANCE	942	1,189	2,000	2,000	2,000
8590	MEALS-W/O OVRNIGHT STAY	655	407	500	500	500
8594	TRAINING/MEETINGS/SCHOOL	9,427	9,809	10,000	10,000	10,000
TOTAL	**MAT'L, SVC & SUPPLIES**	**101,904**	**117,985**	**141,526**	**137,776**	**196,506**
	ACTIVITY TOTAL	**2,489,420**	**2,757,747**	**2,685,297**	**3,119,262**	**2,882,273**

DETAIL OF PERSONNEL SERVICES

JOB CLASSIFICATION	2013-2014 ACTUAL	2014-2015 ACTUAL	2015-2016 ACTUAL	2016-2017 ADOPTED
Crime Analyst	1.00	1.00	1.00	1.00
Police Lieutenant	0.50	0.50	0.50	0.50
Police Sergeant	2.00	2.00	2.00	2.00
Police Officer	11.00	9.00	9.00	9.00
Police Officer - School Resource Officer (SRO)	4.00	4.00	4.00	4.00
Police Services Officer	1.00	1.00	1.00	1.00
Public Information Officer	0.00	0.00	0.00	0.00
TOTAL	**19.50**	**17.50**	**17.50**	**17.50**

Acct #	Account Title	FY13-14 Actual	FY14-15 Actual	FY15-16 Budgeted	FY15-16 Estimated	FY16-17 Adopted
130190						**TRAFFIC ENFORCEMENT**
7110	SALARIES	764,953	838,674	822,966	917,536	849,586
7120	OVERTIME	135,347	157,069	130,000	168,320	130,000
7130	VACATION/SICK CONVERSION	32,119	18,212	22,651	36,993	40,692
7150	INJURY PAY (4850)	2,398	67	-	5,729	-
7170	STIPEND	-	-	-	3,300	-
7310	PERS (EMPLOYER)	284,976	367,007	367,726	410,666	400,754
7311	OTHER RETIREMENT BENEFIT	1,659	1,697	-	1,608	-
7312	POST RETIREMENT BENEFITS	-	27,977	28,734	28,734	32,037
7315	MEDICARE TAX	12,955	14,528	13,991	16,516	14,443
7325	CAFETERIA	114,725	120,300	117,419	135,450	122,693
7335	WORKERS COMPENSATION	71,152	77,332	76,637	92,299	80,970
7336	UNEMPLOYMENT INSURANCE	-	1,402	-	4,791	-
7340	LIFE INSURANCE	721	747	751	792	756
7345	LTD INSURANCE	174	244	259	266	376
7350	STD INSURANCE	-	-	121	-	172
7360	UNIFORM ALLOWANCE	6,713	7,200	7,600	7,200	7,600
TOTAL	**SALARY & BENEFITS**	**1,427,891**	**1,632,457**	**1,588,855**	**1,830,200**	**1,680,079**
8130	FUELS AND LUBRICATIONS	16	-	-	10	-
8160	OPERATING SUPPLIES	1,465	1,110	5,935	4,500	5,335
8170	UNIFORMS	7,671	4,641	8,750	8,750	5,500
8330	DATA PROCESSING	15,868	18,560	14,400	15,000	18,000
8395	OTHER PROF/TECH SERVICES	256	-	-	-	-
8511	FLEET/EQUIP REIMBURSEMEN	92,868	92,365	93,979	93,979	106,033
8520	VEHICLE REPLACEMNT CHAR	-	15,701	70,352	70,352	51,397
8570	PRINTING AND BINDING	-	5,198	5,100	5,100	5,100
8576	REPAIRS AND MAINTENANCE	9,606	10,460	18,800	15,000	16,800
8586	SOFTWARE AGREEMENTS	-	-	-	50	-
8590	MEALS-W/O OVRNIGHT STAY	105	238	250	250	250
8592	TOWING	9,740	8,848	7,500	8,500	8,500
8594	TRAINING/MEETINGS/SCHOOL	9,608	6,721	11,500	11,500	11,500
TOTAL	**MAT'L, SVC & SUPPLIES**	**147,204**	**163,842**	**236,566**	**232,991**	**228,415**
	ACTIVITY TOTAL	**1,575,095**	**1,796,299**	**1,825,421**	**2,063,191**	**1,908,494**

DETAIL OF PERSONNEL SERVICES

JOB CLASSIFICATION	2013-2014 ACTUAL	2014-2015 ACTUAL	2015-2016 ACTUAL	2016-2017 ADOPTED
Police Lieutenant	0.50	0.50	0.50	0.50
Police Sergeant	1.00	1.00	1.00	1.00
Police Officer	7.00	7.00	7.00	7.00
Police Services Officer	2.00	1.00	1.00	1.00
Secretary	1.00	0.00	0.00	0.00
Police Maintenance Aide	1.00	1.00	1.00	1.00
Police Records Specialist	0.00	1.00	1.00	1.00
TOTAL	**12.50**	**11.50**	**11.50**	**11.50**

Acct #	Account Title	FY13-14 Actual	FY14-15 Actual	FY15-16 Budgeted	FY15-16 Estimated	FY16-17 Adopted
130210						**INVESTIGATION**
7110	SALARIES	1,883,697	1,987,758	2,064,403	1,983,647	2,073,445
7120	OVERTIME	221,527	178,819	200,000	210,081	200,000
7130	VACATION/SICK CONVERSION	104,994	69,960	46,094	45,479	50,027
7150	INJURY PAY (4850)	1,270	2,477	-	5,538	-
7170	STIPEND	-	-	-	6,900	-
7310	PERS (EMPLOYER)	707,630	871,314	923,913	891,957	990,293
7312	POST RETIREMENT BENEFITS	-	68,119	69,960	69,960	75,218
7315	MEDICARE TAX	32,139	32,364	35,095	32,245	35,249
7325	CAFETERIA	278,296	301,575	314,571	301,800	315,495
7335	WORKERS COMPENSATION	157,921	153,744	176,360	174,125	185,563
7340	LIFE INSURANCE	1,770	1,777	1,868	1,735	1,817
7345	LTD INSURANCE	411	495	519	514	526
7350	STD INSURANCE	-	-	241	-	241
7360	UNIFORM ALLOWANCE	18,163	15,525	18,325	17,475	18,325
TOTAL	**SALARY & BENEFITS**	**3,407,816**	**3,683,927**	**3,851,349**	**3,741,456**	**3,946,199**
8130	FUELS AND LUBRICATIONS	67	55	-	-	-
8160	OPERATING SUPPLIES	1,257	1,663	1,700	1,700	1,700
8350	MEDICAL & PSYCH SERVICES	32,097	35,719	41,000	35,000	41,000
8363	SYSTEM / COMPUTER ANALYS	-	-	-	-	20,000
8395	OTHER PROF/TECH SERVICES	17,534	15,315	26,000	20,000	6,000
8511	FLEET/EQUIP REIMBURSEMEN	137,292	150,263	169,339	169,339	150,987
8520	VEHICLE REPLACEMNT CHAR	-	94,123	107,299	107,299	78,389
8528	COMMUNICATIONS	245	-	350	-	350
8552	MEMBERSHIP,DUES & LICENS	-	-	400	400	400
8556	MILEAGE/POLICE USE ONLY	(506)	118	500	250	500
8576	REPAIRS AND MAINTENANCE	655	475	850	850	850
8588	SUBSCRIPTIONS	1,874	2,068	2,160	2,000	2,325
8590	MEALS-W/O OVRNIGHT STAY	562	1,099	600	600	600
8593	TRAVEL/POLICE USE ONLY	4,210	-	5,000	5,000	5,000
8594	TRAINING/MEETINGS/SCHOOI	13,365	8,808	15,000	15,000	15,000
TOTAL	**MAT'L, SVC & SUPPLIES**	**208,652**	**309,707**	**370,198**	**357,438**	**323,101**
	ACTIVITY TOTAL	**3,616,468**	**3,993,633**	**4,221,547**	**4,098,894**	**4,269,300**

DETAIL OF PERSONNEL SERVICES

JOB CLASSIFICATION	2013-2014 ACTUAL	2014-2015 ACTUAL	2015-2016 ACTUAL	2016-2017 ADOPTED
Police Lieutenant	1.00	1.00	1.00	1.00
Police Sergeant	3.00	3.00	3.00	3.00
Police Officer	16.00	16.00	16.00	16.00
Police Services Officer	6.00	6.00	6.00	5.00
Crime Analyst	1.00	0.00	0.00	0.00
Administrative Secretary	0.00	1.00	1.00	1.00
Secretary	1.00	0.00	0.00	0.00
Police Records Specialist	0.00	1.00	1.00	1.00
Property Clerk	0.00	0.00	0.00	0.00
TOTAL	**28.00**	**28.00**	**28.00**	**27.00**

Acct #	Account Title	FY13-14 Actual	FY14-15 Actual	FY15-16 Budgeted	FY15-16 Estimated	FY16-17 Adopted
130220						**LABORATORY**
7110	SALARIES	332,142	366,820	386,786	411,445	399,354
7120	OVERTIME	8,443	6,523	13,000	9,565	13,000
7130	VACATION/SICK CONVERSION	9,379	10,998	16,344	20,024	22,026
7170	STIPEND	-	-	-	2,100	-
7310	PERS (EMPLOYER)	95,195	121,335	130,583	137,201	150,796
7312	POST RETIREMENT BENEFITS	-	14,597	17,490	17,490	19,501
7315	MEDICARE TAX	5,757	6,340	6,575	6,846	6,789
7325	CAFETERIA	72,600	75,755	80,898	83,700	81,795
7335	WORKERS COMPENSATION	3,226	3,115	3,792	3,705	3,766
7340	LIFE INSURANCE	477	576	605	621	622
7345	LTD INSURANCE	135	295	309	315	335
7350	STD INSURANCE	81	133	144	142	154
7360	UNIFORM ALLOWANCE	588	-	-	-	-
TOTAL	**SALARY & BENEFITS**	**528,022**	**606,487**	**656,526**	**693,154**	**698,138**
8160	OPERATING SUPPLIES	27,863	31,014	34,400	34,400	34,400
8190	VEHICLE ACCESSORIES	-	-	500	818	-
8340	FORENSIC SERVICES	24,114	25,660	36,376	36,376	36,376
8395	OTHER PROF/TECH SERVICES	2,182	4,770	17,790	17,790	17,790
8511	FLEET/EQUIP REIMBURSEMEN	13,668	10,734	5,985	5,985	11,526
8548	LAUNDRY	799	1,886	1,250	1,300	1,250
8552	MEMBERSHIP,DUES & LICENS	1,411	2,595	2,920	2,920	2,920
8560	PERMITS AND FEES	752	854	1,700	1,000	1,700
8576	REPAIRS AND MAINTENANCE	6,449	9,949	14,500	12,000	11,800
8590	MEALS-W/O OVRNIGHT STAY	97	202	100	200	100
8594	TRAINING/MEETINGS/SCHOOL	10,657	10,868	11,530	11,530	11,530
TOTAL	**MAT'L, SVC & SUPPLIES**	**87,991**	**98,532**	**127,051**	**124,319**	**129,392**
9020	MINOR COMPUTERS <$10,000	-	1,650	2,000	1,700	-
TOTAL	**CAPITAL OUTLAY**	**-**	**1,650**	**2,000**	**1,700**	**-**
	ACTIVITY TOTAL	**616,013**	**706,669**	**785,577**	**819,173**	**827,530**

DETAIL OF PERSONNEL SERVICES

JOB CLASSIFICATION	2013-2014 ACTUAL	2014-2015 ACTUAL	2015-2016 ACTUAL	2016-2017 ADOPTED
Crime Laboratory Manager	1.00	1.00	1.00	1.00
Evidence Technician	2.00	3.00	3.00	3.00
Police Sergeant	0.00	0.00	0.00	0.00
Police Services Officer	0.00	0.00	0.00	0.00
Property Clerk	3.00	3.00	3.00	3.00
TOTAL	**6.00**	**7.00**	**7.00**	**7.00**

Acct #	Account Title	FY13-14 Actual	FY14-15 Actual	FY15-16 Budgeted	FY15-16 Estimated	FY16-17 Adopted
130230						**AUXILIARY**
8120	AWARDS AND PRESENTATION	1,992	1,425	2,000	2,000	2,000
8160	OPERATING SUPPLIES	57,747	58,998	70,150	68,000	70,150
8170	UNIFORMS	10,591	22,773	17,200	17,200	17,200
8395	OTHER PROF/TECH SERVICES	3,807	-	7,500	5,000	9,000
8511	FLEET/EQUIP REIMBURSEMEN	15,396	12,223	28,931	28,931	19,660
8520	VEHICLE REPLACEMNT CHAR	-	57,460	19,551	19,551	14,283
8552	MEMBERSHIP,DUES & LICENS	720	632	1,970	750	1,970
8560	PERMITS AND FEES	923	1,640	3,035	2,500	3,035
8576	REPAIRS AND MAINTENANCE	2,831	3,559	7,000	3,500	4,000
8590	MEALS-W/O OVRNIGHT STAY	397	40	400	200	400
8593	TRAVEL/POLICE USE ONLY	-	-	2,000	2,000	2,000
8594	TRAINING/MEETINGS/SCHOOI	15,231	13,366	14,820	14,820	14,820
TOTAL	**MAT'L, SVC & SUPPLIES**	**109,635**	**172,117**	**174,557**	**164,452**	**158,518**
	ACTIVITY TOTAL	**109,635**	**172,117**	**174,557**	**164,452**	**158,518**

Acct #	Account Title	FY13-14 Actual	FY14-15 Actual	FY15-16 Budgeted	FY15-16 Estimated	FY16-17 Adopted
135000						**ANIMAL CONTROL**
7110	SALARIES	322,555	328,232	337,948	236,287	341,521
7120	OVERTIME	41,317	52,433	33,000	50,477	33,000
7130	VACATION/SICK CONVERSION	6,572	776	1,297	3,555	3,911
7170	STIPEND	-	-	-	1,500	-
7310	PERS (EMPLOYER)	104,057	122,020	127,120	83,690	140,894
7312	POST RETIREMENT BENEFITS	-	17,030	17,490	17,490	19,501
7315	MEDICARE TAX	5,235	5,395	5,745	4,145	5,806
7325	CAFETERIA	74,852	76,589	80,898	56,797	81,795
7335	WORKERS COMPENSATION	26,506	26,086	30,115	22,726	30,839
7340	LIFE INSURANCE	302	307	368	228	368
7360	UNIFORM ALLOWANCE	1,575	1,575	1,575	1,575	1,575
TOTAL	**SALARY & BENEFITS**	**582,970**	**630,441**	**635,556**	**478,470**	**659,210**
8140	JANITORIAL SUPPLIES	2,094	2,613	2,000	2,200	2,000
8160	OPERATING SUPPLIES	52,365	46,486	52,800	50,000	53,750
8360	SPAY / NEUTER SERVICES	16,731	16,037	21,100	17,000	21,100
8395	OTHER PROF/TECH SERVICES	56,914	57,341	61,250	57,000	61,250
8511	FLEET/EQUIP REIMBURSEMEN	30,780	26,069	25,236	25,236	26,015
8520	VEHICLE REPLACEMNT CHAR	-	24,444	21,507	21,507	15,712
8528	COMMUNICATIONS	3,383	290	-	300	-
8534	DISPOSAL	5,940	5,940	7,000	6,000	7,000
8548	LAUNDRY	6,158	6,350	6,000	7,500	7,000
8552	MEMBERSHIP,DUES & LICENS	140	140	150	150	150
8564	PEST CONTROL	1,051	2,328	1,700	2,328	2,400
8576	REPAIRS AND MAINTENANCE	290	184	500	500	500
8580	SECURITY GUARDS/SYSTEM	276	276	400	300	400
8586	SOFTWARE AGREEMENTS	-	-	6,800	-	6,800
8588	SUBSCRIPTIONS	135	135	200	135	200
8590	MEALS-W/O OVRNIGHT STAY	-	-	20	-	20
8594	TRAINING/MEETINGS/SCHOOL	4,558	3,533	5,000	5,000	5,000
8598	UTILITIES	19,266	16,367	24,807	20,000	27,035
TOTAL	**MAT'L, SVC & SUPPLIES**	**200,081**	**208,532**	**236,470**	**215,156**	**236,332**
	ACTIVITY TOTAL	**783,051**	**838,973**	**872,026**	**693,626**	**895,542**

DETAIL OF PERSONNEL SERVICES

JOB CLASSIFICATION	2013-2014 ACTUAL	2014-2015 ACTUAL	2015-2016 ACTUAL	2016-2017 ADOPTED
Police Sergeant	1.00	1.00	1.00	1.00
Animal Control Officer	2.00	2.00	2.00	2.00
Animal Care Attendant	3.00	3.00	3.00	3.00
Customer Service Representative	1.00	1.00	1.00	1.00
TOTAL	**7.00**	**7.00**	**7.00**	**7.00**

Acct #	Account Title	FY13-14 Actual	FY14-15 Actual	FY15-16 Budgeted	FY15-16 Estimated	FY16-17 Adopted
215000						**STATE COPS GRANT-BRUELTE**
7120	OVERTIME	-	-	7,200	-	7,200
TOTAL	**SALARY & BENEFITS**	**-**	**-**	**7,200**	**-**	**7,200**
8160	OPERATING SUPPLIES	-	50,628	19,000	-	-
8170	UNIFORMS	-	-	4,000	-	4,000
8586	SOFTWARE AGREEMENTS	30,177	-	-	-	-
8594	TRAINING/MEETINGS/SCHOOI	-	2,039	16,400	16,400	18,500
TOTAL	**MAT'L, SVC & SUPPLIES**	**30,177**	**52,667**	**39,400**	**16,400**	**22,500**
9010	MINOR FURN&EQUIP <$10,00(	2,128	-	98,000	73,000	59,150
9020	MINOR COMPUTERS <$10,000	77,289	52,178	4,800	-	4,800
9030	SOFTWARE > $10,000	31,414	11,741	-	-	65,000
9035	FURN & EQUIP >$10,000	-	-	-	-	31,000
TOTAL	**CAPITAL OUTLAY**	**110,831**	**63,920**	**102,800**	**73,000**	**159,950**
	ACTIVITY TOTAL	**141,008**	**116,586**	**149,400**	**89,400**	**189,650**

Acct #	Account Title	FY13-14 Actual	FY14-15 Actual	FY15-16 Budgeted	FY15-16 Estimated	FY16-17 Adopted
222000						**ASSET FORFEITURE**
8160	OPERATING SUPPLIES	38,919	35,505	26,000	26,000	26,000
8170	UNIFORMS	227	872	-	-	-
8190	VEHICLE ACCESSORIES	-	18,190	-	9,000	-
8330	DATA PROCESSING	-	-	-	-	12,980
8395	OTHER PROF/TECH SERVICES	6,470	19,325	26,000	21,000	26,000
8511	FLEET/EQUIP REIMBURSEMEI	5,856	6,346	977	977	515
8528	COMMUNICATIONS	9,494	9,026	8,400	9,100	9,500
8588	SUBSCRIPTIONS	12,423	12,340	12,980	12,500	-
8590	MEALS-W/O OVRNIGHT STAY	431	60	75	400	75
8594	TRAINING/MEETINGS/SCHOOI	31,282	43,507	42,700	42,700	42,700
TOTAL	**MAT'L, SVC & SUPPLIES**	**105,101**	**145,171**	**117,132**	**121,677**	**117,770**
9010	MINOR FURN&EQUIP <$10,00(	66,426	28,873	-	-	-
9030	SOFTWARE > $10,000	-	32,080	-	-	-
TOTAL	**CAPITAL OUTLAY**	**66,426**	**60,953**	**-**	**-**	**-**
	ACTIVITY TOTAL	**171,527**	**206,125**	**117,132**	**121,677**	**117,770**

Acct #	Account Title	FY13-14 Actual	FY14-15 Actual	FY15-16 Budgeted	FY15-16 Estimated	FY16-17 Adopted
223000						**STATE ASSET FORFEITURE**
8395	OTHER PROF/TECH SERVICES	5,500	2,000	-	-	15,000
TOTAL	**MAT'L, SVC & SUPPLIES**	**5,500**	**2,000**	**-**	**-**	**15,000**
	ACTIVITY TOTAL	**5,500**	**2,000**	**-**	**-**	**15,000**

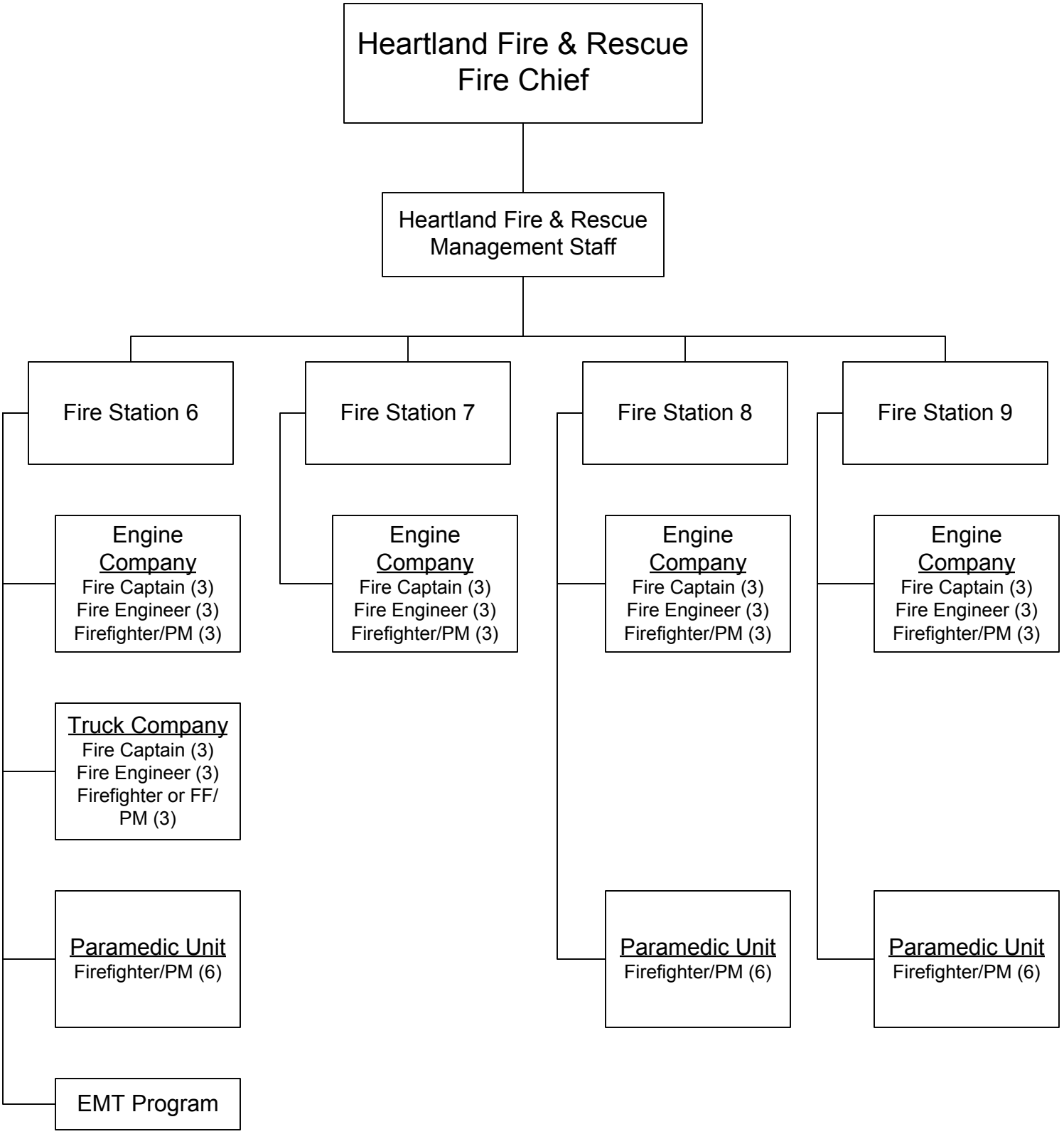
Acct #	Account Title	FY13-14 Actual	FY14-15 Actual	FY15-16 Budgeted	FY15-16 Estimated	FY16-17 Adopted
224280						**POLICE-LOCAL PUBLIC SFTY**
8160	OPERATING SUPPLIES	726	-	-	-	-
8330	DATA PROCESSING	-	-	-	4,200	-
8350	MEDICAL & PSYCH SERVICES	14,640	14,640	14,640	14,640	14,640
8395	OTHER PROF/TECH SERVICES	12,320	4,199	5,000	5,000	5,000
TOTAL	**MAT'L, SVC & SUPPLIES**	**27,686**	**18,839**	**19,640**	**23,840**	**19,640**
9010	MINOR FURN&EQUIP <$10,000	12,063	11,758	28,875	28,875	45,500
TOTAL	**CAPITAL OUTLAY**	**12,063**	**11,758**	**28,875**	**28,875**	**45,500**
9910	TRANSFER OUT	120,000	120,000	140,000	140,000	160,000
TOTAL	**OTHER FINANCING USES**	**120,000**	**120,000**	**140,000**	**140,000**	**160,000**
	ACTIVITY TOTAL	**159,749**	**150,598**	**188,515**	**192,715**	**225,140**

Acct #	Account Title	FY13-14 Actual	FY14-15 Actual	FY15-16 Budgeted	FY15-16 Estimated	FY16-17 Adopted
225900						**POLICE MISC GRANTS**
7120	OVERTIME	198,853	164,065	205,530	130,317	175,073
7315	MEDICARE TAX	2,884	2,361	2,981	1,981	2,539
7335	WORKERS COMPENSATION	9,917	8,589	10,995	8,995	8,316
TOTAL	**SALARY & BENEFITS**	**211,653**	**175,015**	**219,506**	**141,293**	**185,928**
8155	IT SUPPLIES	-	-	-	-	20,000
8160	OPERATING SUPPLIES	28,929	17,246	6,300	6,000	2,500
8395	OTHER PROF/TECH SERVICES	995	10,284	14,036	600	-
8556	MILEAGE/POLICE USE ONLY	1,132	-	-	-	-
8584	SERVICE/MAINT CONTRACTS	-	-	1,450	1,600	-
8590	MEALS-W/O OVRNIGHT STAY	26	-	-	100	-
8594	TRAINING/MEETINGS/SCHOOL	960	4,269	6,000	200	42,850
TOTAL	**MAT'L, SVC & SUPPLIES**	**32,042**	**31,799**	**27,786**	**8,500**	**65,350**
9010	MINOR FURN&EQUIP <$10,000	16,223	57,002	303,312	75,000	10,000
9020	MINOR COMPUTERS <$10,000	-	-	-	-	180,000
9035	FURN & EQUIP >$10,000	-	-	12,270	13,141	-
9040	VEHICLES	-	27,000	31,550	31,461	-
TOTAL	**CAPITAL OUTLAY**	**16,223**	**84,002**	**347,132**	**119,602**	**190,000**
	ACTIVITY TOTAL	**259,917**	**290,816**	**594,424**	**269,395**	**441,278**

POLICE
DEPARTMENT
TEEN ACADEMY 2010

Fire Department

FY 2016-17



ACTIVITY: FIRE DEPARTMENT **ACTIVITY NO: 140000-141000-145000-250000-250100**

Mission Statement:
The El Cajon Fire Department protects life, property and natural resources through professional response. The mission of Heartland Fire & Rescue is to provide safe communities through exceptional, professional service.

Description:
The El Cajon Fire Department is comprised of five divisions: The Heartland Fire & Rescue Division provides shared management and administrative staffing through a Joint Powers Agreement (JPA) between the Cities of El Cajon, La Mesa and Lemon Grove. Through the JPA, a total of 18 full-time and three part-time staff members are shared through a cost allocation formula. This shared management team is known as Heartland Fire & Rescue. The Administration Division administers the Fire Department services and functions that are specific to the City of El Cajon, as well as the shared functions of the Joint Powers Agreement with the cities of La Mesa and Lemon Grove. This division also assists in the coordination and scheduling of the Fire Safety Public Education Programs, which include station tours, school visitations, annual fire safety expo, community preparedness programs, speaking engagements, demonstrations, community activities, juvenile fire-setter intervention and community emergency response team (CERT) training. The Suppression Division is focused on preservation of life, property and natural resources. This Division operates four Advanced Life Support (ALS) Paramedic Assessment Engine Companies, one ALS Paramedic Assessment Truck/Rescue, one Type 3 Wildland Firefighting engine and three Reserve Engines. The Emergency Medical Services (EMS) Division provides pre-hospital emergency medical response to the community. The Paramedic Program consists of the Firefighter/Paramedics that staff the four paramedic assessment fire engines and one paramedic assessment truck on three divisions. The Training Division is focused on supporting the operational needs of the department through structured training while ensuring that state and federal training mandates are met.

Prior Fiscal Year Highlights:

Heartland Fire & Rescue JPA Staffing and Administration:
Throughout FY2015-2016, our Department continued to strive to improve many of our administrative processes and provide quality service to our citizens. We continue to automate processes within our records management system to analyze our calls for service and to ensure the accuracy of the data contained in our records. The Administration Division has worked with the City Finance Department to prepare a comprehensive cost report associated with the Ground Emergency Medical Transport (GEMT) reimbursement program.

Public education is a primary focus within the Administration and JPA divisions. The fire department is active in providing a variety of public education opportunities through fire station tours, school visits and group presentations to special interest groups.

The Heartland Fire & Rescue JPA staff also manages all facilities, apparatus and equipment within the three cities of the JPA. Heartland Fire & Rescue maintains cooperative relationships with the community, City officials, City departments, and other governmental and county agencies.

Training Division
Training is coordinated across the three cities of the JPA and has created a workforce that is consistent in skills in emergency operations by cross-training all personnel on all fire apparatus and equipment of the three cities. Our agency's method of group training, which is regularly conducted by intermixing members from all three cities, has helped to create a more cohesive emergency service organization amongst the JPA member-city Fire personnel. Training contributed to the departments ISO Class 1 rating by earning 100% of points awarded under the training category. Much of the Heartland Fire & Rescue Training program and its training outlines have been made available via a training link on the Heartland Fire & Rescue website. This link has been accessed by fire agencies around the country and around the world.

ACTIVITY: FIRE DEPARTMENT **ACTIVITY NO: 140000-141000-145000-250000-250100**

Fire Prevention and Emergency Preparedness:
This Division is tasked with enforcement of laws and ordinances relating to fire safety and prevention, the education of the community in areas of fire safety and community health, and solutions in building construction through fire prevention practices. This Division also manages the pre-fire planning program using Geographical Information System (GIS) data within target hazard occupancies throughout the City. Priorities of this Division remain the annual maintenance inspections within the industrial park, pre-fire planning, weed abatement, public education and fire investigation.

In the cooperative agreement between the cities of El Cajon, La Mesa and Lemon Grove, an Emergency Preparedness Coordinator is shared through the Heartland Fire & Rescue Joint Powers Agreement. Heartland Fire & Rescue's shared Emergency Preparedness Coordinator helped train more than 3,612 people in FY2015-2016 on personal emergency preparedness, and also participated in disaster exercises with the San Diego County Office of Emergency Services, as well as received training in personal emergency preparedness and emergency planning. This participation was aimed at helping improve our city's emergency plans through the testing of these plans and evaluating their effectiveness. The Emergency Disaster Response Plan was updated to address access and functional needs populations, as well as updated FEMA regulations following Hurricane Sandy. Procedurally, the plan is reviewed annually to ensure continued FEMA compliance. This year the main focus was preparing for the El Niño rain events. An El Niño Committee was convened consisting of representatives from Fire, Police, Dispatch Centers, Public Works, and SDG&E. This committee developed a trigger point's document to ensure a coordinated response the rain events. The other focus for El Niño was a community outreach and messaging program which was done via community forums and social media posts.

To ensure that all El Cajon City Staff will be ready to respond as emergency workers in the event of Emergency Operations Center (EOC) activation, four EOC training sessions were conducted in El Cajon throughout the year for City Staff in their various roles as EOC workers. This type of continued training is held annually to ensure City Staff remains qualified in their disaster services role in accordance to the National Incident Management System (NIMS). In addition to the training, an EOC Staff Pocket Guide was developed as a quick reference guide for EOC staff functions. Heartland Fire & Rescue continues to use social media (Twitter, Facebook, Instagram, Pulsepoint and Nixle) to ensure prompt and effective communications with the community. We also participated in the Citywide website redesign committee.

Fire Suppression:
The Fire Suppression Division's activity level continues to increase. There were approximately 12,500 calls for service in the last calendar year, an increase of 5.57%. An employee exchange program across the JPA which allows for members of the three cities to work overtime hours as needed in any of the three cities to fill for scheduled and non-scheduled vacancies. This program ensures that all staffing needs are met and that qualified, well-trained individuals are always available to fill these vacancies.

Emergency Medical Services (EMS):
The Emergency Medical Services Division provides pre-hospital Advanced Life Support emergency medical response to the community. Firefighter/Paramedics staff four paramedic assessment fire engines and one paramedic assessment truck in El Cajon. The Advanced Life Support transport system has been moved to a third-party private provider as approved by the El Cajon City Council in April of 2016. An EMS Division Chief and a Battalion Chief supervise the Emergency Medical Services program for El Cajon, La Mesa, and Lemon Grove.

Throughout FY2015-2016, the Department continued to support local community colleges and private paramedic programs through a field-experience ride-along program and a paramedic internship program. In much the same way, the EMS division supports and enhances El Cajon's Firefighter Reserve Program through EMS training and mentorship. This education and training will allow students to better meet the critical job market requirements of the Emergency Medical field.

ACTIVITY: FIRE DEPARTMENT **ACTIVITY NO: 140000-141000-145000-250000-250100**

Goals

- Continue to provide quality customer service to our public and our personnel.
- Continue to share administrative support functions, reduce duplication of effort and provide functional backup within the three cities of the JPA.
- Maintain effective management of awarded grants and proactively seek out new grants that meet City and department goals.
- Cross-train all fire prevention staff to be capable of performing all fire prevention duties to enable dual-role capabilities in the event of staff vacancies.
- Identify and abate weed and brush fire hazards within the city's jurisdictional boundaries.
- Continue efforts in creating a Standards of Coverage plan. The plan will include an analysis of jurisdictional risks and agency/public expectations relating to responses to El Cajon.
- Continue to identify training needs to ensure operational consistencies exist with adjoining jurisdictions.
- Actively participate in the development of Regional Operational Procedures.
- Continue to explore JPA inter-agency training opportunities while ensuring independent training needs of El Cajon personnel are constantly achieved. In our fifth year of cooperation, the focus will be on maintaining efficiencies and looking for additional opportunities to maximize the benefits of the JPA agreement.
- Continue to create opportunities to assist in personnel succession development. Newly created and updated training manuals and career development guides will better prepare employees for future advancement and long term success.
- Support the annual Heartland Fire Training Facility Firefighter 1 Academy.
- Continue to support the Reserve Firefighter program in all three JPA cities.
- Maintain technology updates to enhance operations.
- Continue representation in the County Fire Chiefs, Central Zone Operations, Heartland Communications, Heartland Fire Training Authority, and the County/Zone Training Committee membership meetings.
- Continue representation in regional certification committee meetings.
- Continue representation on the Unified Disaster Council
- Continue our annual support of the San Diego County Wildland Readiness Drill with staff leadership and operational participation.
- Monitor and maintain our internet based license and certification tracking system for all fire employees.
- Further enhance the standardization of equipment carried on all JPA apparatus.
- Support the department transition into a new Regional Communications System radio system upgrade scheduled for 2016.
- Continue to evaluate the City's current method of providing emergency medical services to ensure the growing demands for services for the communities we serve are met.

Financial Comments

The overall Fire Department budget will see an approximate $2.0 million reduction in budget for FY2016-17. This is primarily due to the outsourcing of ambulance services within the Emergency Medical Services (EMS) activity with a contracted agency. With the changes to ambulance services, the Fire Department will not need to replace the employees that have left during FY2015-16, accounting for much of the budget savings. Supplies related to EMS services have been drastically reduced as well, creating further savings to the City. Major reductions also occurred in the fleet maintenance, overhead reimbursement and vehicle replacement accounts due to reduction in employees and vehicles. The need for Basic Life Support (BLS) ambulance services was eliminated by the increase in services provided by the contracted agency. This resulted in the elimination of expenses in this entire activity (250100), including all personnel expenses.

Decreases to the EMS and BLS activities also resulted in decreases in other activities as well. Heartland Fire Training Facility expenses in the Administration activity were decreased due to lower headcount.

ACTIVITY: FIRE DEPARTMENT **ACTIVITY NO: 140000-141000-145000-250000-250100**

Liability Insurance expenses established by Finance were reduced by over 40% as well.

There are some increases in the Fire Department budget for FY2016-17. In Administration, increases will be seen in office supplies, operating supplies and printing expenses to allow us to increase our community outreach activities. There will also be an increase in the Heartland Communications dispatching fees, the result of increase call volume. In Suppression, an increase in operating supplies will allow for the purchase of carpet cleaning equipment for all four of the fire stations and will ensure a safe and clean environment for our safety personnel. In the Heartland Fire & Rescue Joint Powers Authority (JPA) activity, an increase in the reconciled costs has been provided to the Fire Department, primarily caused by increases in salaries and benefits. The Fire Department also received an increase in shared subscriptions to JPA members.

In the EMS activity, there is an increase in liability insurance this fiscal year, and an increase in software agreement costs as the Fire Department moves to a new platform for recording patient care information.

The Fire Department's budget includes funds to outfit medics with SWAT ballistic vests and helmets to ensure personnel safety, a new patient care reporting system, fire hose, a new narcotics locker, apparatus communications modems, Automatic Cardiopulmonary Resuscitation (CPR) devices, display panels for meeting rooms and Wi-Fi hotspots to be located at each fire station.

Budgeted revenues in the General Fund are expected to be slightly less than the prior year. Some revenue categories in EMS are budgeted and expected to be significantly less as the Fire Department patient transport and associated billing moves to a third-party vendor. Increases in EMS revenue will be seen in contract services and rental income provided by the third-party transport vendor. Expected transfer of funding by the General Fund into the EMS Fund is expected to be significantly less in FY2016-17 due to the significant reduction in EMS activity.

FIRE DEPARTMENT

BUDGET ACTIVITY EXPENDITURE SUMMARY	2013-2014 ACTUAL	2014-2015 ACTUAL	2015-2016 AMENDED BUDGET	2015-2016 EST. ACTUAL	2016-2017 ADOPTED
Fire Administration - 140000	**1,106,917**	**1,228,224**	**1,372,413**	**1,315,442**	**1,416,784**
Fire Suppression - 141000	**6,839,965**	**8,220,335**	**8,298,772**	**8,016,809**	**8,299,337**
Fire Heartland JPA - 145000	**1,443,990**	**1,562,535**	**1,804,016**	**1,815,823**	**1,955,202**
GENERAL FUND TOTAL	**9,390,872**	**11,011,094**	**11,475,201**	**11,148,074**	**11,671,323**
Emergency Med. Svcs. - 250000	**4,511,116**	**4,599,391**	**5,184,665**	**4,819,062**	**2,897,221**
Basic Life Support - 250100	**123,461**	**156,995**	**240,068**	**73,326**	**-**
EMS FUND TOTAL	**4,634,577**	**4,756,386**	**5,424,733**	**4,892,388**	**2,897,221**
Local Public Safety - 224290	**124,490**	**21,885**	**381,200**	**380,000**	**111,348**
State Homeland Security - 221900	**11,807**	**51,262**	**122,419**	**60,278**	**60,654**
UASI Grants - 253900	**8,424**	**3,497**	**-**	**2,626**	**-**
Indian Gaming Grant - 254290	**-**	**29,115**	**-**	**-**	**-**
Fire Misc Grants - 259900	**507**	**469**	**-**	**436**	**974**

FIRE DEPARTMENT

DETAIL OF PERSONNEL SERVICES

JOB CLASSIFICATION	2013-2014 ACTUAL	2014-2015 ACTUAL	2015-2016 ACTUAL	2016-2017 ADOPTED
Fire Chief	1.00	1.00	1.00	1.00
Fire Deputy Chief (Underfilled)	1.00	1.00	1.00	1.00
Fire Division Chief	1.00	1.00	1.00	1.00
Fire Battalion Chief	1.00	1.00	1.00	1.00
Senior Management Analyst	0.00	0.00	0.00	1.00
Management Analyst	1.00	1.00	1.00	0.00
Deputy Fire Marshal	1.00	1.00	1.00	1.00
Administration Secretary	0.00	0.50	1.00	1.00
Secretary	1.00	0.50	0.00	0.00
Fire Captain	12.00	12.00	12.00	12.00
Fire Engineer	12.00	12.00	12.00	12.00
Firefighter	2.00	2.00	0.00	0.00
Firefighter/Paramedic	14.00	14.00	15.60	4.40
Public Information Officer	0.20	0.20	0.20	0.20
Weed Abatement Inspector	0.00	0.00	1.00	0.50
General Fund Total	**47.20**	**47.20**	**47.80**	**36.10**
Fire Captain	3.00	3.00	3.00	3.00
Fire Engineer	3.00	3.00	3.00	3.00
Firefighter/Paramedic	17.00	17.00	17.40	17.60
Secretary	0.00	0.00	0.00	0.00
Emergency Medical Technicians	8.00	4.00	4.00	0.00
EMS Fund Total	**31.00**	**27.00**	**27.40**	**23.60**

FIRE DEPARTMENT

GENERAL FUND REVENUE SUMMARY	2013-2014 ACTUAL	2014-2015 ACTUAL	2015-2016 AMENDED BUDGET	2015-2016 EST. ACTUAL	2016-2017 PROPOSED
Fire Permits - 4460	1,245	159	300	318	300
Government Reimburse-4650	159,126	93,431	-	249,000	100,000
Interagency Reimburse-4654	11,674	21,069	10,000	9,000	5,000
Misc. Reimburse - 6520	83	93	-	4,039	-
Misc. Training Reim-6550	36,780	-	-	-	-
GENERAL FUND TOTAL	208,908	114,752	10,300	262,357	105,300

FIRE DEPARTMENT

INTERDEPARTMENTAL CHARGES AND COST RECOVERY - GENERAL FUND

EXPENDITURE SUMMARY	
ADOPTED BUDGET	11,671,323
ALLOCATED COST	1,108,411
TOTAL	**12,779,734**
% ALLOCATED COST	9%
REVENUE SUMMARY	
FEES AND CHARGES	105,300
TAX AND OTHER GENERAL REVENUE SUPPORT	12,674,434
TOTAL	**12,779,734**
% TAX SUPPORT	0.99
% FEE SUPPORT	1%

FIRE DEPARTMENT

GENERAL FUND EXPENDITURE SUMMARY	2013-2014 ACTUAL	2014-2015 ACTUAL	2015-2016 AMENDED BUDGET	2015-2016 EST. ACTUAL	2016-2017 ADOPTED
SALARIES & BENEFITS	7,361,224	8,493,777	8,717,777	8,364,007	8,883,138
MAT'L, SVC & SUPPLIES	2,029,648	2,517,317	2,757,424	2,784,067	2,788,185
CAPITAL OUTLAY	-	-	-	-	-
OTHER FINANCING USES	-	-	-	-	-
TOTAL	9,390,872	11,011,094	11,475,201	11,148,074	11,671,323

Acct #	Account Title	FY13-14 Actual	FY14-15 Actual	FY15-16 Budgeted	FY15-16 Estimated	FY16-17 Adopted
140000						**FIRE ADMINISTRATION**
7110	SALARIES	13,335	13,555	63,054	13,946	63,096
7130	VACATION/SICK CONVERSION	33,229	41,703	10,985	23,623	25,985
7170	STIPEND	-	-	-	60	-
7310	PERS (EMPLOYER)	3,803	4,483	8,294	4,651	9,005
7312	POST RETIREMENT BENEFITS	-	17,517	17,990	17,990	20,058
7315	MEDICARE TAX	218	212	1,072	214	1,073
7325	CAFETERIA	2,265	2,280	2,280	2,340	2,460
7335	WORKERS COMPENSATION	21,511	26,796	2,590	22,086	2,846
7340	LIFE INSURANCE	52	53	53	54	55
7345	LTD INSURANCE	41	53	56	54	262
7350	STD INSURANCE	24	24	26	24	120
TOTAL	**SALARY & BENEFITS**	**74,479**	**106,676**	**106,400**	**85,042**	**124,960**
8150	OFFICE SUPPLIES	4,346	4,403	6,000	5,500	6,800
8160	OPERATING SUPPLIES	5,195	7,227	7,480	6,700	13,480
8350	MEDICAL & PSYCH SERVICES	14,805	5,851	21,760	15,280	21,760
8395	OTHER PROF/TECH SERVICES	826,785	893,604	943,553	935,500	960,372
8511	FLEET/EQUIP REIMBURSEMEN	38,857	37,032	40,504	40,504	42,669
8515	LIABILITY INS CHG/PREMIUM	1,080	5,132	4,948	4,948	2,803
8516	PROPERTY INS CHG/PREMIUM	23,688	24,600	31,971	31,971	31,971
8520	VEHICLE REPLACEMNT CHAR	-	21,926	27,347	27,347	19,979
8522	ADVERTISING	-	50	300	50	300
8528	COMMUNICATIONS	15,523	19,041	24,580	21,000	24,580
8532	COPIER RENT/MAINTENANCE	-	214	600	300	600
8534	DISPOSAL	-	-	8,000	-	8,000
8568	POSTAGE AND SHIPPING	-	120	2,200	500	2,200
8570	PRINTING AND BINDING	497	482	400	400	600
8576	REPAIRS AND MAINTENANCE	66	707	1,400	200	1,400
8580	SECURITY GUARDS/SYSTEM	1,680	1,688	2,400	2,400	2,400
8586	SOFTWARE AGREEMENTS	-	-	1,500	1,500	1,500
8588	SUBSCRIPTIONS	-	-	3,000	1,300	3,000
8598	UTILITIES	99,917	99,471	138,070	135,000	147,410
TOTAL	**MAT'L, SVC & SUPPLIES**	**1,032,438**	**1,121,548**	**1,266,013**	**1,230,400**	**1,291,824**
	ACTIVITY TOTAL	**1,106,918**	**1,228,224**	**1,372,413**	**1,315,442**	**1,416,784**

DETAIL OF PERSONNEL SERVICES

JOB CLASSIFICATION	2013-2014 ACTUAL	2014-2015 ACTUAL	2015-2016 ACTUAL	2016-2017 ADOPTED
Public Information Officer	0.20	0.20	0.20	0.20
Weed Abatement Inspector	0.00	0.00	1.00	0.50
TOTAL	**0.20**	**0.20**	**1.20**	**0.70**

Acct #	Account Title	FY13-14 Actual	FY14-15 Actual	FY15-16 Budgeted	FY15-16 Estimated	FY16-17 Adopted
141000						**SUPPRESSION**
7110	SALARIES	2,981,903	3,027,265	3,306,349	3,032,519	3,380,611
7120	OVERTIME	1,058,386	1,480,367	1,041,592	1,192,000	969,795
7130	VACATION/SICK CONVERSION	23,848	45,285	66,316	26,203	28,823
7150	INJURY PAY (4850)	14,306	9,220	-	15,373	-
7170	STIPEND	6,000	6,000	6,000	6,000	6,000
7310	PERS (EMPLOYER)	1,210,870	1,455,279	1,569,160	1,473,603	1,683,916
7312	POST RETIREMENT BENEFITS	-	97,313	98,944	98,944	109,205
7315	MEDICARE TAX	60,260	68,824	81,208	65,419	82,470
7325	CAFETERIA	431,010	427,888	463,320	413,043	482,160
7335	WORKERS COMPENSATION	416,057	584,024	565,187	600,129	564,123
7336	UNEMPLOYMENT INSURANCE	2,340	-	-	-	-
7340	LIFE INSURANCE	3,374	5,589	5,667	5,559	5,734
7345	LTD INSURANCE	3,288	4,398	4,670	4,599	4,843
7350	STD INSURANCE	1,768	1,980	2,169	2,071	2,222
7360	UNIFORM ALLOWANCE	18,900	19,352	19,800	18,362	19,600
TOTAL	**SALARY & BENEFITS**	**6,232,308**	**7,232,784**	**7,230,382**	**6,953,824**	**7,339,502**
8140	JANITORIAL SUPPLIES	6,068	6,144	7,500	7,000	7,500
8160	OPERATING SUPPLIES	24,933	26,873	27,325	26,000	35,325
8170	UNIFORMS	65,476	76,682	75,760	75,000	75,760
8365	TEMPORARY SERVICES	-	18,813	20,000	55,000	20,000
8511	FLEET/EQUIP REIMBURSEMEN	410,520	298,771	295,869	295,869	314,225
8520	VEHICLE REPLACEMNT CHAR	-	486,622	505,616	505,616	369,385
8528	COMMUNICATIONS	39,974	38,910	46,341	46,000	47,661
8564	PEST CONTROL	2,864	3,664	20,560	4,500	20,560
8576	REPAIRS AND MAINTENANCE	32,656	25,145	39,094	26,000	39,094
8590	MEALS-W/O OVRNIGHT STAY	30	-	-	-	-
8594	TRAINING/MEETINGS/SCHOOI	25,136	5,927	30,325	22,000	30,325
TOTAL	**MAT'L, SVC & SUPPLIES**	**607,657**	**987,551**	**1,068,390**	**1,062,985**	**959,835**
	ACTIVITY TOTAL	**6,839,965**	**8,220,335**	**8,298,772**	**8,016,809**	**8,299,337**

DETAIL OF PERSONNEL SERVICES

JOB CLASSIFICATION	2013-2014 ACTUAL	2014-2015 ACTUAL	2015-2016 ACTUAL	2016-2017 ADOPTED
Fire Captain	12.00	12.00	12.00	12.00
Fire Engineer	12.00	12.00	12.00	12.00
Firefighter	2.00	2.00	0.00	0.00
Firefighter/Paramedic	14.00	14.00	15.60	4.40
TOTAL	**40.00**	**40.00**	**39.60**	**28.40**

Acct #	Account Title	FY13-14 Actual	FY14-15 Actual	FY15-16 Budgeted	FY15-16 Estimated	FY16-17 Adopted
145000						**HEARTLAND FIRE & RESCUE**
7110	SALARIES	647,939	687,858	734,575	728,876	773,913
7120	OVERTIME	39,634	22,374	67,000	97,043	67,000
7130	VACATION/SICK CONVERSION	-	-	46,592	-	-
7170	STIPEND	-	-	-	900	-
7310	PERS (EMPLOYER)	237,072	299,923	322,768	329,113	360,829
7315	MEDICARE TAX	8,600	9,054	12,488	9,854	13,157
7325	CAFETERIA	77,610	80,275	82,200	82,153	86,100
7335	WORKERS COMPENSATION	36,835	47,317	107,433	69,282	109,402
7340	LIFE INSURANCE	2,127	2,224	2,302	2,418	2,407
7345	LTD INSURANCE	1,668	2,305	2,518	2,449	2,686
7350	STD INSURANCE	1,002	1,038	1,169	1,103	1,232
7360	UNIFORM ALLOWANCE	1,950	1,950	1,950	1,950	1,950
TOTAL	**SALARY & BENEFITS**	**1,054,437**	**1,154,317**	**1,380,995**	**1,325,141**	**1,418,676**
8395	OTHER PROF/TECH SERVICES	345,575	363,430	386,145	460,000	499,000
8511	FLEET/EQUIP REIMBURSEMEN	17,459	24,782	-	-	-
8528	COMMUNICATIONS	3,983	4,367	4,000	4,300	4,500
8552	MEMBERSHIP,DUES & LICENS	648	864	2,000	1,300	2,000
8586	SOFTWARE AGREEMENTS	11,846	12,044	12,526	12,282	12,526
8588	SUBSCRIPTIONS	-	-	500	-	650
8594	TRAINING/MEETINGS/SCHOOI	10,043	2,731	17,850	12,800	17,850
TOTAL	**MAT'L, SVC & SUPPLIES**	**389,553**	**408,218**	**423,021**	**490,682**	**536,526**
	ACTIVITY TOTAL	**1,443,990**	**1,562,534**	**1,804,016**	**1,815,823**	**1,955,202**

DETAIL OF PERSONNEL SERVICES

JOB CLASSIFICATION	2013-2014 ACTUAL	2014-2015 ACTUAL	2015-2016 ACTUAL	2016-2017 ADOPTED
Fire Chief	1.00	1.00	1.00	1.00
Fire Deputy Chief (Underfilled)	1.00	1.00	1.00	1.00
Fire Division Chief	1.00	1.00	1.00	1.00
Fire Battalion Chief	1.00	1.00	1.00	1.00
Management Analyst	1.00	1.00	1.00	1.00
Deputy Fire Marshal	1.00	1.00	1.00	1.00
Administration Secretary	0.00	0.50	1.00	1.00
Secretary	1.00	0.50	0.00	0.00
TOTAL	**7.00**	**7.00**	**7.00**	**7.00**

Acct #	Account Title	FY13-14 Actual	FY14-15 Actual	FY15-16 Budgeted	FY15-16 Estimated	FY16-17 Adopted
250000						**EMERGENCY MEDICAL SERVICE**
7110	SALARIES	1,641,037	1,658,237	1,857,320	1,559,329	1,085,764
7120	OVERTIME	563,458	443,165	473,339	659,000	186,151
7130	VACATION/SICK CONVERSION	3,637	10,081	14,505	26,342	13,487
7150	INJURY PAY (4850)	3,955	3,234	-	9,239	-
7170	STIPEND	1,500	1,500	1,500	1,500	1,500
7310	PERS (EMPLOYER)	664,642	781,550	881,466	758,302	540,830
7312	POST RETIREMENT BENEFITS	56,376	55,955	58,467	58,467	35,659
7315	MEDICARE TAX	34,512	33,350	46,574	34,432	33,458
7325	CAFETERIA	247,512	244,778	273,780	221,953	157,440
7335	WORKERS COMPENSATION	230,317	285,266	317,490	308,174	181,181
7336	UNEMPLOYMENT INSURANCE	9,360	-	-	-	-
7340	LIFE INSURANCE	1,701	1,926	2,126	1,918	1,591
7345	LTD INSURANCE	822	1,099	1,168	1,150	1,211
7350	STD INSURANCE	480	495	542	519	555
7360	UNIFORM ALLOWANCE	10,100	10,845	11,500	10,216	6,400
TOTAL	**SALARY & BENEFITS**	**3,469,409**	**3,531,481**	**3,939,777**	**3,650,541**	**2,245,227**
8150	OFFICE SUPPLIES	780	978	-	-	-
8160	OPERATING SUPPLIES	164,257	146,434	194,350	163,040	68,000
8330	DATA PROCESSING	3,500	3,500	3,800	3,500	3,800
8365	TEMPORARY SERVICES	43,518	26,439	25,000	25,000	-
8395	OTHER PROF/TECH SERVICES	149,731	151,474	160,000	142,000	160,000
8510	OVERHEAD REIMBURSEMENT	335,568	371,984	396,363	396,363	303,661
8511	FLEET/EQUIP REIMBURSEMEN	180,024	188,247	240,283	240,283	25,000
8515	LIABILITY INS CHG/PREMIUM	1,080	3,083	2,591	2,591	5,056
8516	PROPERTY INS CHG/PREMIUM	7,896	8,200	10,657	10,657	10,657
8520	VEHICLE REPLACEMNT CHAR	93,471	93,471	121,504	121,504	-
8528	COMMUNICATIONS	5,076	4,466	5,610	4,094	5,610
8534	DISPOSAL	1,948	1,896	2,100	2,100	2,100
8552	MEMBERSHIP,DUES & LICENS	5,826	7,235	11,310	9,000	10,310
8560	PERMITS AND FEES	-	5,060	3,025	3,009	3,025
8568	POSTAGE AND SHIPPING	105	58	-	-	-
8576	REPAIRS AND MAINTENANCE	25,341	30,763	35,400	27,580	27,600
8584	SERVICE/MAINT CONTRACTS	5,900	2,400	5,520	1,400	1,800
8586	SOFTWARE AGREEMENTS	-	3,500	10,400	5,400	8,400
8594	TRAINING/MEETINGS/SCHOOL	17,686	18,721	16,975	11,000	16,975
TOTAL	**MAT'L, SVC & SUPPLIES**	**1,041,707**	**1,067,910**	**1,244,888**	**1,168,521**	**651,994**
	ACTIVITY TOTAL	**4,511,116**	**4,599,391**	**5,184,665**	**4,819,062**	**2,897,221**

DETAIL OF PERSONNEL SERVICES

JOB CLASSIFICATION	2013-2014 ACTUAL	2014-2015 ACTUAL	2015-2016 ACTUAL	2016-2017 ADOPTED
Fire Captain	3.00	3.00	3.00	3.00
Fire Engineer	3.00	3.00	3.00	3.00
Firefighter/Paramedic	17.00	17.00	17.40	17.60
TOTAL	**23.00**	**23.00**	**23.40**	**23.60**

Acct #	Account Title	FY13-14 Actual	FY14-15 Actual	FY15-16 Budgeted	FY15-16 Estimated	FY16-17 Adopted
250100						**BLS TRANSPORT PROGRAM**
7110	SALARIES	68,317	74,553	129,095	21,709	-
7310	PERS (EMPLOYER)	512	574	9,682	248	-
7311	OTHER RETIREMENT BENEFIT	4,989	5,461	-	2,389	-
7315	MEDICARE TAX	991	1,081	2,195	315	-
7335	WORKERS COMPENSATION	6,709	9,546	22,067	2,990	-
7336	UNEMPLOYMENT INSURANCE	-	223	-	-	-
TOTAL	**SALARY & BENEFITS**	**81,518**	**91,437**	**163,039**	**27,651**	**-**
8160	OPERATING SUPPLIES	3,098	27,300	27,300	-	-
8170	UNIFORMS	2,596	542	2,700	-	-
8510	OVERHEAD REIMBURSEMENT	20,712	21,419	22,749	22,749	-
8511	FLEET/EQUIP REIMBURSEMEN	15,000	15,000	22,000	22,000	-
8528	COMMUNICATIONS	537	1,296	2,280	926	-
TOTAL	**MAT'L, SVC & SUPPLIES**	**41,943**	**65,558**	**77,029**	**45,675**	**-**
	ACTIVITY TOTAL	**123,461**	**156,995**	**240,068**	**73,326**	**-**

DETAIL OF PERSONNEL SERVICES

JOB CLASSIFICATION	2013-2014 ACTUAL	2014-2015 ACTUAL	2015-2016 ACTUAL	2016-2017 ADOPTED
Fire Emergency Medical Technician	8.00	4.00	4.00	0.00
TOTAL	**8.00**	**4.00**	**4.00**	**0.00**

Acct #	Account Title	FY13-14 Actual	FY14-15 Actual	FY15-16 Budgeted	FY15-16 Estimated	FY16-17 Adopted
224290						**FIRE-LOCAL PUBLIC SAFETY**
9010	MINOR FURN&EQUIP <$10,000	35,214	9,950	35,000	35,000	36,500
9020	MINOR COMPUTERS <$10,000	-	-	-	-	13,848
9030	SOFTWARE > $10,000	-	-	64,000	64,000	15,000
9035	FURN & EQUIP >$10,000	89,276	11,934	282,200	281,000	46,000
TOTAL	**CAPITAL OUTLAY**	**124,490**	**21,885**	**381,200**	**380,000**	**111,348**
	ACTIVITY TOTAL	**124,490**	**21,885**	**381,200**	**380,000**	**111,348**

Acct #	Account Title	FY13-14 Actual	FY14-15 Actual	FY15-16 Budgeted	FY15-16 Estimated	FY16-17 Adopted
221637						**2011 SHSG (FIRE)**
7110	SALARIES	-	(0)	-	-	-
TOTAL	**SALARY & BENEFITS**	**-**	**(0)**	**-**	**-**	**-**
9020	MINOR COMPUTERS <$10,000	9,137	-	-	-	-
TOTAL	**CAPITAL OUTLAY**	**9,137**	**-**	**-**	**-**	**-**
	ACTIVITY TOTAL	**9,137**	**(0)**	**-**	**-**	**-**

Acct #	Account Title	FY13-14 Actual	FY14-15 Actual	FY15-16 Budgeted	FY15-16 Estimated	FY16-17 Adopted
221639						**2012 SHSG (FIRE)**
7110	SALARIES	-	2	-	-	-
TOTAL	**SALARY & BENEFITS**	**-**	**2**	**-**	**-**	**-**
9010	MINOR FURN&EQUIP <$10,000	2,670	0	-	-	-
TOTAL	**CAPITAL OUTLAY**	**2,670**	**0**	**-**	**-**	**-**
	ACTIVITY TOTAL	**2,670**	**2**	**-**	**-**	**-**

Acct #	Account Title	FY13-14 Actual	FY14-15 Actual	FY15-16 Budgeted	FY15-16 Estimated	FY16-17 Adopted
221641						**2013 SHSG (FIRE)**
9035	FURN & EQUIP >$10,000	-	51,262	-	-	-
TOTAL	**CAPITAL OUTLAY**	**-**	**51,262**	**-**	**-**	**-**
	ACTIVITY TOTAL	**-**	**51,262**	**-**	**-**	**-**

Acct #	Account Title	FY13-14 Actual	FY14-15 Actual	FY15-16 Budgeted	FY15-16 Estimated	FY16-17 Adopted
221643						**2014 SHSG (FIRE)**
9010	MINOR FURN&EQUIP <$10,000	-	-	61,765	60,173	-
TOTAL	**CAPITAL OUTLAY**	**-**	**-**	**61,765**	**60,173**	**-**
	ACTIVITY TOTAL	**-**	**-**	**61,765**	**60,173**	**-**

ASSISTANT CITY MANAGER
DIRECTOR OF PUBLIC WORKS

Administration

Senior Management Analyst	(1.5)
Management Analyst	(1.0)
Administrative Secretary	(2.0)
Secretary	(1.0)

Deputy Director of Public Works/ City Engineer (1.0)

Traffic Engineering

City Traffic Engineer	(1.0)
Associate Engineer	(1.0)
Engineering Tech	(1.0)

Stormwater Engineering

Associate Engineer	(1.0)
Senior Engineering Tech	(1.0)
Code Compliance Officer	(1.0)

Land Development

Associate Engineer	(1.0)
Assistant Engineer	(1.0)
Engineering Tech	(1.0)

Wastewater Engineering

Associate Engineer	(1.0)
Assistant Engineer	(1.0)
Senior Engineering Tech	(1.0)

Deputy Director of Public Works (1.0)

Design

Principal Civil Engineer	(1.0)
Associate Engineer	(1.0)
Assistant Engineer	(1.0)
Senior Engineering Tech	(1.0)
Engineering Tech	(1.0)

Inspection

Associate Engineer	(1.0)
Asst Eng/Land Surveyor	(1.0)
Senior Engineering Tech	(2.0)
Public Works Inspector	(2.0)

GIS

GIS Analyst	(1.0)
GIS Technician	(1.0)

Operations

Facilities Operations

Operations Manager	(1.0)
Maintenance Supervisor	(1.0)
Lead Facilities Technician	(1.0)
Facilities Technician	(5.0)
Custodian	(1.0)

Parks and Stormwater Ops

Operations Manager	(1.0)
Maintenance Supervisor	(1.5)
Public Works Crewleader	(3.0)
Equipment Operator	(6.0)
PW Maintenance Worker	(3.0)
Parks Crewleader	(2.0)
Sr Park Maintenance Worker	(5.0)
Park Maintenance Worker	(9.0)

Fleet

Fleet Manager	(1.0)
Lead Equipment Mechanic	(1.0)
Equipment Mechanic	(5.0)

Streets, Traffic & Wastewater Ops

Operations Manager	(1.0)
Maintenance Supervisor	(1.5)
Public Works Crewleader	(2.0)
Equipment Operator	(10.0)
PW Maintenance Worker	(5.0)

DOWNTOWN
1912
EL CAJON

ACTIVITY: PUBLIC WORKS

Mission Statement:
Dedicated to working every day for a better El Cajon.

Descriptions:
Administration provides direction and support to the three main groups with functions consisting of Engineering, Development and Operations that plan, design, construct, inspect and maintain the City's infrastructure in the manner directed by the City Council.

Engineering provides general information and assistance to the public and assists and performs work assignments for other City departments. Additionally, the division provides staff support for public improvements and traffic matters to the Planning Commission and coordinates projects by other public agencies through the City's Right-of-Way. The group also coordinates the review of plans for proposed development as part of the Project Assistance Center (PAC) to ensure that public facilities are provided in conjunction with the improvement of private property. Assistance is provided to developers, consultants, and the public pertaining to private property concerns. Engineering staff prepares plans, specifications, administers construction contracts and conducts project inspection for all projects within the right of way and assists in the preparation of construction documents and project administration for all major public facilities projects.

The Traffic Engineering group prepares plans and specifications for the construction and maintenance of street lighting, traffic signal systems, road striping, signing, and minor traffic related improvement projects. Additional services include administering contracts, coordinating undergrounding of utilities, transportation planning, responding to public inquiries, conducting traffic studies, and providing reports to City Council.

The Facilities group is responsible for the operation, maintenance and repair of all City facilities. This includes a preventative operations program for all building systems. Skilled tradespersons provide routine and emergency repairs of electrical, mechanical, structural, plumbing systems, and security access throughout the City. In addition, design review, space planning, equipment selection, and the administration, monitoring and control of facilities related contracts are provided to all City departments and agencies. The program also coordinates custodial services for the City's facilities and is vital to the success of various community events.

The Street Operations group is responsible for street maintenance within the City including potholes and asphalt repairs, sidewalks, driveways and curbs damaged by parkway trees. The group also assists with community events held throughout the year. The Traffic Operations group maintains the traffic infrastructure including signs, striping and pavement markers.

Parks is responsible for the landscape operations of City Parks, City/school recreational complexes, the Civic Center and other public building grounds. Work is scheduled seven days a week to make sure facilities are safe, clean and ready for use by the public. The group is also responsible for administering the Urban Forestry Program and weed abatement on public property. In addition, the group does work for the Successor Agency to the Redevelopment Agency and City departments, including Fire, Police, and Recreation, on a regular basis. It is also responsible for the landscape maintenance of all improved street medians, and the planting and maintenance of all parkway and street median trees.

Fleet Operations is responsible for managing the overall condition of the City's vehicles and equipment, continually evaluating City equipment and making recommendations to the City's respective departments regarding vehicle and equipment replacement. Preventive maintenance (PM) services and routine, major, minor and emergency repairs are also performed by Fleet Operations. Additionally, the group performs tailpipe emissions tests on gasoline and diesel engines to comply with state-and federal-mandated automotive emission regulations as well as California Highway Patrol (CHP) safety inspections on City's commercial vehicles and trailers.

ACTIVITY: PUBLIC WORKS

Prior Fiscal Year Highlights:

Staff completed several CIP projects including Fletcher Hills Pool Renovation, Fire Station 6 Renovation, pedestrian/sidewalk improvements on First Street at Redwood Avenue and Second Street at Madison Avenue, Overlay of Thoroughfares 2015, Street Resurfacing/Pavement Preservation 2015 as well as numerous Traffic Signal Upgrade Projects.

The Department continued to provide optimum maintenance of the City's facilities, streets, parks, and traffic management system. The Development and Engineering groups continued to partner with the Community Development Department to streamline the City's permit system within the PAC.

The City continues to meet irrigation water budgets and drought restrictions established by Helix Water District, the County Water Authority and the State of California. The City continues to retro-fit existing street lights and facilities with energy efficient technologies such as LED lighting.

Goals:

- Continue to provide excellent maintenance of the City's facilities, streets, sidewalks, parks, vehicles, and traffic management system.
- Continue to work with the City's franchise waste hauler to implement the State mandated organics, commercial and multi-family recycling program.
- Continue to provide excellent engineering support to the PAC.
- Strive to complete the CIP projects on time and within budget including upgrades to ECPAC, Ronald Reagan Community Center, the new Animal Care Facility, City Council Chambers HVAC Improvements, numerous traffic signal upgrade projects, street overlay and repair, as well as park and playground improvements.

Financial Comments:

The overall fiscal year 2016-17 Public Works budget changed by less 1% from the previous year. However, the cost of electricity for traffic signals and street lights has been transferred from the General Fund (Traffic Engineering) to Gas Tax (Street Operations) resulting in savings in the General Fund of approximately $300,000.

City of El Cajon
Fiscal Year 2016 – 2017 Annual Budget

PUBLIC WORKS DEPARTMENT

BUDGET ACTIVITY EXPENDITURE SUMMARY	2013-2014 ACTUAL	2014-2015 ACTUAL	2015-2016 AMENDED BUDGET	2015-2016 EST. ACTUAL	2016-2017 ADOPTED
Facilities Operations - 123000	**2,090,633**	**2,083,981**	**2,015,085**	**1,965,310**	**2,121,966**
ECPAC - 124000	**50,086**	**75,330**	**289,934**	**71,434**	**289,934**
Administration - 150000	**135,114**	**104,802**	**135,606**	**138,512**	**160,577**
General Engineering - 151310	**128,178**	**153,222**	**176,428**	**124,978**	**181,766**
Private Development - 151330	**323,562**	**344,662**	**525,590**	**399,070**	**503,766**
Engineering CIP -151900	**1,010,108**	**914,481**	**1,183,811**	**1,002,304**	**1,226,127**
Traffic Engineering - 152310	**1,054,348**	**1,065,846**	**1,043,258**	**1,108,048**	**674,949**
Traffic Operations - 152320	**231,934**	**265,614**	**382,669**	**323,075**	**520,922**
Parks Operations - 160000	**1,828,507**	**2,099,062**	**2,073,286**	**2,017,823**	**1,995,383**
Street Medians - 161000	**528,667**	**558,870**	**814,375**	**725,219**	**939,465**
GENERAL FUND TOTAL	**7,381,137**	**7,665,870**	**8,640,042**	**7,875,773**	**8,614,855**
CA Beverage Grant - 209000	**-**	**-**	**169,120**	**-**	**169,120**
Street Operations - 211320	**2,103,743**	**1,612,881**	**2,643,441**	**2,152,452**	**2,370,221**
Gas Tax - Vehicle Rep - 211950	**74,829**	**2,287**	**242,100**	**249,300**	**17,000**
Transit TDA Article 4 - 213000	**1,032,509**	**177,429**	**445,864**	**208,722**	**550,612**
Transit TDA Article 3 - 213300	**1,296**	**-**	**-**	**-**	**-**
Vehicle/Equip Mtce - 601000	**2,245,319**	**2,269,089**	**2,571,052**	**2,340,395**	**2,643,669**
Vehicle/Equip Replace - 605000	**1,294,486**	**1,267,498**	**1,020,875**	**922,750**	**855,900**

PUBLIC WORKS DEPARTMENT

DETAIL OF PERSONNEL SERVICES

JOB CLASSIFICATION	2013-2014 ACTUAL	2014-2015 ACTUAL	2015-2016 ACTUAL	2016-2017 ADOPTED
Assistant City Manager/Director of Public Works	0.05	0.05	0.05	0.05
Deputy Director of Public Works - Operations	0.20	0.20	0.00	0.00
City Traffic Engineer	0.10	0.10	0.10	0.10
Principal Civil Engineer	0.00	0.00	0.05	0.05
Senior Management Analyst	0.25	0.25	0.35	0.30
Management Analyst	0.00	0.00	0.00	0.20
Administrative Secretary	0.35	0.35	0.35	0.35
Geographic Information Systems Analyst	0.00	0.00	0.10	0.10
Geographic Information Systems Technician	0.00	0.00	0.10	0.10
Supervising Engineering Technician	0.05	0.05	0.00	0.00
Senior Engineering Technician	0.10	0.10	0.20	0.20
Public Works Inspector	0.10	0.10	0.00	0.00
Engineering Technician	0.05	0.00	0.00	0.00
Operations Manager	0.70	0.70	0.70	0.35
Maintenance Supervisor	0.00	0.00	0.00	0.70
Public Works Crew Leader	2.00	2.00	2.00	0.75
Public Works Equipment Operator	5.95	5.95	5.95	4.90
Public Works Maintenance Worker II / Trainee	5.00	5.00	4.00	2.00
Gas Tax Total	**14.90**	**14.85**	**13.95**	**10.15**
Deputy Director of Public Works - Operations	0.20	0.20	0.00	0.15
Management Analyst	0.00	0.00	0.00	0.20
Administrative Secretary	0.20	0.20	0.20	0.20
Fleet Manager	1.00	1.00	1.00	1.00
Lead Equipment Mechanic	1.00	1.00	1.00	1.00
Equipment Mechanic	5.00	5.00	5.00	5.00
Vehicle/Equipment Maintenance Total	**7.40**	**7.40**	**7.20**	**7.55**

PUBLIC WORKS DEPARTMENT

DETAIL OF PERSONNEL SERVICES

JOB CLASSIFICATION	2013-2014 ACTUAL	2014-2015 ACTUAL	2015-2016 ACTUAL	2016-2017 ADOPTED
Assistant City Manager/Director of Public Works	0.20	0.10	0.10	0.10
Deputy Director of Public Works	1.55	1.65	0.25	0.25
City Engineer	0.00	0.00	0.80	0.80
City Traffic Engineer	0.65	0.65	0.65	0.65
Senior Management Analyst	0.20	0.20	0.70	0.60
Management Analyst	0.00	0.00	0.00	0.10
Facilities Operations Manager	1.00	1.00	1.00	0.00
Operations Manager	1.00	1.00	1.00	1.50
Administrative Secretary	0.45	0.45	0.45	0.45
Secretary	0.40	0.40	0.40	0.40
Principal Civil Engineer	0.00	0.00	0.90	0.90
Associate Engineer	3.60	3.60	3.60	3.60
Assistant Engineer	0.90	0.90	1.40	1.40
Assistant Engineer - Licensed Land Surveyor	1.00	1.00	1.00	1.00
Geographic Information Systems Analyst	0.00	0.00	0.15	0.15
Geographic Information Systems Technician	0.00	0.00	0.15	0.15
Supervising Engineering Technician	0.90	0.90	0.00	0.00
Senior Engineering Technician	2.75	2.75	2.60	2.60
Engineering Technician	1.95	1.45	2.40	2.40
Public Works Inspector	2.70	2.70	1.90	1.90
Lead Facilities Technician	1.00	1.00	1.00	1.00
Facilities Technician	5.00	5.00	5.00	5.00
Lead Custodian	2.00	2.00	0.00	0.00
Custodian	8.00	8.00	2.00	1.00
Custodian - Limited Term	3.00	3.00	0.00	0.00
Maintenance Supervisor	2.00	2.00	2.00	2.30
Public Works Crew Leader	2.00	2.00	0.00	0.25
Public Works Equipment Operator	0.05	0.05	0.05	1.05
Public Works Maintenance Worker	1.95	1.95	0.00	1.45
Parks Crew Leader	0.00	0.00	2.00	2.00
Senior Parks Maintenance Worker	7.00	0.00	5.00	5.00
Park Maintenance Worker	7.00	9.00	9.00	9.00
Senior Planner	0.00	0.10	0.00	0.00
Utility Worker	1.00	0.30	0.30	0.30
General Fund Total	**59.25**	**53.15**	**45.80**	**47.30**
City Traffic Engineer	0.25	0.25	0.25	0.25
Senior Management Analyst	0.05	0.05	0.05	0.05
Associate Engineer	0.05	0.05	0.05	0.05
Senior Engineering Technician	0.10	0.10	0.05	0.05
Public Works Inspector	0.10	0.10	0.10	0.10
Engineering Technician	0.00	0.00	0.05	0.05
Administrative Secretary	0.05	0.05	0.05	0.05
Operations Manager	0.05	0.05	0.05	0.00
Public Works Equipment Operator	0.00	0.00	0.00	0.05
Public Works Maintenance Worker II	0.05	0.05	0.05	0.55
TDA Total	**0.70**	**0.70**	**0.70**	**1.20**

PUBLIC WORKS DEPARTMENT

GENERAL FUND REVENUE SUMMARY	2013-2014 ACTUAL	2014-2015 ACTUAL	2015-2016 AMENDED BUDGET	2015-2016 EST. ACTUAL	2016-2017 ADOPTED
OVERSIZE/LOAD PERMIT - 4480	6,946	8,675	8,500	8,000	8,000
ENGINEERING FEES - 5080	382,240	298,230	250,000	250,000	250,000
TRAFFIC ENG FEES - 5081	15,615	27,530	10,000	8,200	8,500
DONATIONS - 6020	84	1,500	-	-	-
RENTAL INCOME - 6070	700	-	-	-	-
FACILITY RENTAL FEES - 6073	-	-	120,000	-	120,000
MISC REIMBURSMNT - 6520	49,854	45,644	43,000	35,000	35,000
EXPENSE REC/REIMB - 6530	917,195	725,407	812,376	734,446	762,376
COST REIMB-SUCCR AGY - 6531	56,137	9,626	5,000	4,893	-
GENERAL FUND TOTAL	1,303,884	1,428,741	1,248,013	1,059,796	1,248,876

PUBLIC WORKS DEPARTMENT

INTERDEPARTMENTAL CHARGES AND COST RECOVERY

EXPENDITURE SUMMARY	
ADOPTED BUDGET	8,614,855
ALLOCATED COST	925,784
TOTAL	**9,540,639**
% ALLOCATED COST	11%
REVENUE SUMMARY	
FEES AND CHARGES	1,248,876
TAX AND OTHER GENERAL REVENUE SUPPORT	8,291,763
TOTAL	**9,540,639**
% TAX SUPPORT	87%
% FEE SUPPORT	13%

PUBLIC WORKS DEPARTMENT

GENERAL FUND EXPENDITURE SUMMARY	2013-2014 ACTUAL	2014-2015 ACTUAL	2015-2016 AMENDED BUDGET	2015-2016 EST. ACTUAL	2016-2017 ADOPTED
SALARIES & BENEFITS	4,840,725	4,789,889	5,106,321	4,527,268	5,332,483
MAT'L, SVC & SUPPLIES	2,529,630	2,843,852	3,492,621	3,318,964	3,280,872
CAPITAL OUTLAY	10,782	32,129	41,100	29,541	1,500
OTHER FINANCING USES	-	-	-	-	-
TOTAL	7,381,137	7,665,870	8,640,042	7,875,773	8,614,855

Acct #	Account Title	FY13-14 Actual	FY14-15 Actual	FY15-16 Budgeted	FY15-16 Estimated	FY16-17 Adopted
123000					**FACILITIES MAINTENANCE**	
7110	SALARIES	871,858	775,848	526,918	508,423	546,683
7120	OVERTIME	8,052	6,668	-	1,555	-
7130	VACATION/SICK CONVERSION	31,966	46,200	64,527	31,046	34,151
7170	STIPEND	-	-	-	2,685	-
7310	PERS (EMPLOYER)	245,189	257,579	177,893	169,806	206,427
7311	OTHER RETIREMENT BENEFIT	1,143	-	-	-	-
7312	POST RETIREMENT BENEFITS	-	50,481	23,612	23,612	26,605
7315	MEDICARE TAX	13,079	11,791	8,958	7,374	9,294
7325	CAFETERIA	197,206	189,403	113,839	111,927	117,465
7335	WORKERS COMPENSATION	108,774	102,413	71,282	68,443	78,108
7336	UNEMPLOYMENT INSURANCE	-	711	-	-	-
7340	LIFE INSURANCE	1,374	1,291	942	766	1,052
7345	LTD INSURANCE	430	550	554	342	725
7350	STD INSURANCE	258	248	257	154	333
7355	CAR ALLOWANCE	260	-	-	-	-
7360	UNIFORM ALLOWANCE	1,760	-	-	880	-
7396	MOVING EXPENSE REIMB	500	-	-	-	-
TOTAL	**SALARY & BENEFITS**	**1,481,850**	**1,443,182**	**988,782**	**927,013**	**1,020,843**
8140	JANITORIAL SUPPLIES	31,570	26,750	10,500	15,000	20,000
8150	OFFICE SUPPLIES	212	454	1,000	1,000	1,000
8160	OPERATING SUPPLIES	24,201	8,723	12,000	12,000	12,000
8170	UNIFORMS	2,277	165	1,900	1,500	1,500
8395	OTHER PROF/TECH SERVICES	600	735	12,550	12,000	12,550
8511	FLEET/EQUIP REIMBURSEMEI	50,028	52,553	60,523	60,523	53,180
8515	LIABILITY INS CHG/PREMIUM	-	2,134	5,299	5,299	-
8516	PROPERTY INS CHG/PREMIUM	6,708	6,972	9,060	9,060	9,060
8520	VEHICLE REPLACEMNT CHAR	-	11,338	9,976	9,976	7,288
8522	ADVERTISING	-	140	450	450	450
8528	COMMUNICATIONS	5,478	6,848	4,000	10,000	11,200
8532	COPIER RENT/MAINTENANCE	-	-	50	50	50
8534	DISPOSAL	-	-	300	300	300
8538	GRAFFITI REMOVAL	25,840	24,478	25,840	24,478	25,840
8544	JANITORIAL SERVICES	14	23,017	354,000	354,000	408,000
8548	LAUNDRY	383	684	400	850	1,250
8552	MEMBERSHIP,DUES & LICENS	55	55	55	55	55
8560	PERMITS AND FEES	2,469	4,177	10,200	7,000	7,700
8564	PEST CONTROL	895	610	4,100	4,000	4,100
8568	POSTAGE AND SHIPPING	-	23	-	-	-
8570	PRINTING AND BINDING	506	81	1,000	600	1,000
8574	RENT EXPENSE	-	40	-	-	-
8576	REPAIRS AND MAINTENANCE	139,941	126,738	188,500	188,500	198,500
8580	SECURITY GUARDS/SYSTEM	52,495	62,078	34,000	34,000	9,000
8586	SOFTWARE AGREEMENTS	1,166	-	600	3,100	3,100
8594	TRAINING/MEETINGS/SCHOOI	3,250	5,163	3,000	3,000	6,000
8598	UTILITIES	260,695	275,043	267,000	280,000	308,000
TOTAL	**MAT'L, SVC & SUPPLIES**	**608,783**	**639,000**	**1,016,303**	**1,036,741**	**1,101,123**
9010	MINOR FURN&EQUIP <$10,00(	-	1,799	10,000	1,556	-
TOTAL	**CAPITAL OUTLAY**	**-**	**1,799**	**10,000**	**1,556**	**-**
	ACTIVITY TOTAL	**2,090,633**	**2,083,981**	**2,015,085**	**1,965,310**	**2,121,966**

DETAIL OF PERSONNEL SERVICES

JOB CLASSIFICATION	2013-2014 ACTUAL	2014-2015 ACTUAL	2015-2016 ACTUAL	2016-2017 ADOPTED
Assistant City Manager/Director of Public Works	0.05	0.00	0.00	0.00
Deputy City Manager/Director of Public Works	0.00	0.00	0.00	0.00
Deputy Director of Public Works - Operations	0.20	0.20	0.00	0.00
Facilities Operations Manager	1.00	1.00	1.00	0.00
Operations Manager	0.00	0.00	0.00	1.00
Senior Management Analyst	0.10	0.10	0.40	0.40
Maintenance Supervisor	0.00	0.00	0.00	1.00
Lead Facilities Technician	1.00	1.00	1.00	1.00
Facilities Technician	5.00	5.00	5.00	5.00
Lead Custodian	2.00	2.00	0.00	0.00
Custodian	8.00	8.00	2.00	1.00
Utility Worker	0.30	0.30	0.30	0.30
Administrative Secretary	0.05	0.05	0.05	0.05
Secretary	0.10	0.10	0.10	0.10
Custodian - Limited Term	3.00	3.00	0.00	0.00
TOTAL	**20.80**	**20.75**	**9.85**	**9.85**

Acct #	Account Title	FY13-14 Actual	FY14-15 Actual	FY15-16 Budgeted	FY15-16 Estimated	FY16-17 Adopted
124000						**ECPAC - ADMIN SERVICES**
8140	JANITORIAL SUPPLIES	80	-	2,500	-	2,500
8150	OFFICE SUPPLIES	-	-	4,500	-	4,500
8160	OPERATING SUPPLIES	-	-	7,200	-	7,200
8395	OTHER PROF/TECH SERVICES	-	-	50,000	-	50,000
8516	PROPERTY INS CHG/PREMIUM	7,212	7,489	9,734	9,734	9,734
8528	COMMUNICATIONS	748	796	3,500	700	3,500
8544	JANITORIAL SERVICES	-	-	2,000	-	2,000
8564	PEST CONTROL	-	-	2,200	-	2,200
8568	POSTAGE AND SHIPPING	-	25	-	-	-
8576	REPAIRS AND MAINTENANCE	59	2,362	51,300	-	51,300
8580	SECURITY GUARDS/SYSTEM	1,034	1,076	7,000	1,000	7,000
8598	UTILITIES	40,954	63,582	150,000	60,000	150,000
TOTAL	**MAT'L, SVC & SUPPLIES**	**50,086**	**75,330**	**289,934**	**71,434**	**289,934**
	ACTIVITY TOTAL	**50,086**	**75,330**	**289,934**	**71,434**	**289,934**

Acct #	Account Title	FY13-14 Actual	FY14-15 Actual	FY15-16 Budgeted	FY15-16 Estimated	FY16-17 Adopted
150000						**PW ADMINISTRATION**
7110	SALARIES	30,817	34,461	37,390	39,737	38,442
7130	VACATION/SICK CONVERSION	267	584	558	602	662
7170	STIPEND	-	-	-	165	-
7310	PERS (EMPLOYER)	8,788	10,484	12,623	13,251	14,516
7311	OTHER RETIREMENT BENEFIT	155	180	180	181	180
7312	POST RETIREMENT BENEFITS	-	1,460	1,874	1,874	1,672
7315	MEDICARE TAX	507	562	635	637	654
7325	CAFETERIA	5,264	6,064	6,912	7,155	7,011
7335	WORKERS COMPENSATION	262	289	366	354	363
7340	LIFE INSURANCE	77	87	89	93	90
7345	LTD INSURANCE	50	74	77	76	77
7350	STD INSURANCE	30	33	35	34	35
7355	CAR ALLOWANCE	260	312	437	437	437
7370	EMPLOYEE PROF DEVELOPM	24	101	-	36	-
7396	MOVING EXPENSE REIMB	500	-	-	-	-
TOTAL	**SALARY & BENEFITS**	**47,000**	**54,691**	**61,176**	**64,632**	**64,139**
8150	OFFICE SUPPLIES	2,030	1,654	1,895	1,895	1,895
8160	OPERATING SUPPLIES	284	38	500	500	500
8355	RECORDS MANAGEMENT	3,209	3,013	3,500	3,000	3,500
8515	LIABILITY INS CHG/PREMIUM	48,396	11,036	16,308	16,308	36,366
8516	PROPERTY INS CHG/PREMIUM	30,588	31,760	41,277	41,277	41,277
8532	COPIER RENT/MAINTENANCE	-	249	250	700	700
8552	MEMBERSHIP,DUES & LICENS	847	400	1,400	1,400	1,400
8570	PRINTING AND BINDING	184	-	-	-	-
8576	REPAIRS AND MAINTENANCE	2,331	1,108	1,350	1,350	1,350
8588	SUBSCRIPTIONS	186	-	450	450	450
8594	TRAINING/MEETINGS/SCHOOL	58	853	3,000	3,000	9,000
TOTAL	**MAT'L, SVC & SUPPLIES**	**88,114**	**50,111**	**69,930**	**69,880**	**96,438**
9010	MINOR FURN&EQUIP <$10,000	-	-	4,500	4,000	-
TOTAL	**CAPITAL OUTLAY**	**-**	**-**	**4,500**	**4,000**	**-**
	ACTIVITY TOTAL	**135,114**	**104,802**	**135,606**	**138,512**	**160,577**

DETAIL OF PERSONNEL SERVICES

JOB CLASSIFICATION	2013-2014 ACTUAL	2014-2015 ACTUAL	2015-2016 ACTUAL	2016-2017 ADOPTED
Assistant City Manager/Director of Public Works	0.05	0.05	0.05	0.05
Deputy City Manager/Director of Public Works	0.10	0.00	0.00	0.00
Senior Management Analyst	0.10	0.10	0.10	0.10
Administrative Secretary	0.25	0.25	0.25	0.25
Secretary	0.20	0.20	0.20	0.20
TOTAL	**0.70**	**0.60**	**0.60**	**0.60**

City of El Cajon
Fiscal Year 2016 – 2017 Annual Budget

Acct #	Account Title	FY13-14 Actual	FY14-15 Actual	FY15-16 Budgeted	FY15-16 Estimated	FY16-17 Adopted
151310						**ENG - OTHER**
7110	SALARIES	81,517	94,546	107,438	74,570	107,176
7120	OVERTIME	-	-	-	8	-
7130	VACATION/SICK CONVERSION	501	599	1,002	357	373
7170	STIPEND	-	-	-	285	-
7310	PERS (EMPLOYER)	23,206	31,309	36,272	24,870	40,470
7312	POST RETIREMENT BENEFITS	-	2,919	3,248	3,248	3,761
7315	MEDICARE TAX	1,232	1,410	1,826	1,056	1,822
7325	CAFETERIA	12,465	15,779	15,307	11,845	15,775
7335	WORKERS COMPENSATION	4,089	2,552	4,412	2,750	5,294
7340	LIFE INSURANCE	159	143	274	149	271
7345	LTD INSURANCE	98	112	264	123	264
7350	STD INSURANCE	59	50	123	55	121
TOTAL	**SALARY & BENEFITS**	**123,325**	**149,419**	**170,166**	**119,316**	**175,327**
8150	OFFICE SUPPLIES	38	-	150	150	150
8160	OPERATING SUPPLIES	-	4	1,800	1,200	1,800
8395	OTHER PROF/TECH SERVICES	-	-	100	-	-
8511	FLEET/EQUIP REIMBURSEMEN	3,840	3,083	2,259	2,259	2,566
8520	VEHICLE REPLACEMNT CHAR	-	-	853	853	623
8568	POSTAGE AND SHIPPING	-	33	-	-	-
8570	PRINTING AND BINDING	-	-	-	-	100
8576	REPAIRS AND MAINTENANCE	975	683	900	900	900
8577	IT REPAIRS & MAINT	-	-	-	100	100
8594	TRAINING/MEETINGS/SCHOOL	-	-	200	200	200
TOTAL	**MAT'L, SVC & SUPPLIES**	**4,852**	**3,803**	**6,262**	**5,662**	**6,439**
	ACTIVITY TOTAL	**128,178**	**153,222**	**176,428**	**124,978**	**181,766**

DETAIL OF PERSONNEL SERVICES

JOB CLASSIFICATION	2013-2014 ACTUAL	2014-2015 ACTUAL	2015-2016 ACTUAL	2016-2017 ADOPTED
City Engineer	0.00	0.00	0.20	0.20
Deputy Director of Public Works - Engineering	0.05	0.00	0.00	0.00
Principal Civil Engineer	0.00	0.00	0.05	0.05
Associate Engineer	0.15	0.15	0.20	0.20
Assistant Engineer	0.10	0.10	0.20	0.20
Supervising Engineering Technician	0.05	0.05	0.00	0.00
Senior Engineering Technician	0.20	0.20	0.25	0.25
Engineering Technician	0.50	0.50	0.25	0.25
Public Works Inspector	0.10	0.10	0.15	0.15
Land Surveyor	0.05	0.05	0.05	0.05
TOTAL	**1.20**	**1.15**	**1.35**	**1.35**

Acct #	Account Title	FY13-14 Actual	FY14-15 Actual	FY15-16 Budgeted	FY15-16 Estimated	FY16-17 Adopted
151330						**ENG - PRIVATE DEVELOPMENT**
7110	SALARIES	211,232	201,643	306,922	238,836	283,137
7120	OVERTIME	162	96	200	16	200
7130	VACATION/SICK CONVERSION	2,386	2,871	4,800	2,500	2,750
7170	STIPEND	-	-	-	885	-
7310	PERS (EMPLOYER)	60,214	66,681	103,620	79,648	106,913
7312	POST RETIREMENT BENEFITS	-	7,298	9,370	9,370	10,308
7315	MEDICARE TAX	3,162	3,121	5,218	3,721	4,813
7325	CAFETERIA	29,079	29,308	44,087	34,786	43,235
7335	WORKERS COMPENSATION	7,744	6,383	12,224	8,498	13,242
7340	LIFE INSURANCE	514	482	849	575	757
7345	LTD INSURANCE	366	435	838	526	742
7350	STD INSURANCE	220	196	389	236	340
TOTAL	**SALARY & BENEFITS**	**315,078**	**318,513**	**488,517**	**379,597**	**466,437**
8150	OFFICE SUPPLIES	429	197	600	300	600
8160	OPERATING SUPPLIES	390	85	1,000	500	1,000
8395	OTHER PROF/TECH SERVICES	-	18,272	25,000	10,000	25,000
8511	FLEET/EQUIP REIMBURSEMEN	6,648	6,166	4,517	4,517	5,133
8520	VEHICLE REPLACEMNT CHAR	-	-	1,706	1,706	1,246
8532	COPIER RENT/MAINTENANCE	-	-	200	200	200
8560	PERMITS AND FEES	42	416	350	350	350
8568	POSTAGE AND SHIPPING	-	83	100	100	100
8576	REPAIRS AND MAINTENANCE	975	931	1,000	500	1,000
8577	IT REPAIRS & MAINT	-	-	-	100	100
8586	SOFTWARE AGREEMENTS	-	-	600	200	600
8594	TRAINING/MEETINGS/SCHOOI	-	-	2,000	1,000	2,000
TOTAL	**MAT'L, SVC & SUPPLIES**	**8,484**	**26,150**	**37,073**	**19,473**	**37,329**
	ACTIVITY TOTAL	**323,562**	**344,662**	**525,590**	**399,070**	**503,766**

DETAIL OF PERSONNEL SERVICES

JOB CLASSIFICATION	2013-2014 ACTUAL	2014-2015 ACTUAL	2015-2016 ACTUAL	2016-2017 ADOPTED
Deputy Director of Public Works - Development	0.25	0.10	0.00	0.00
City Engineer	0.00	0.00	0.25	0.25
City Traffic Engineer	0.10	0.10	0.10	0.10
Principal Civil Engineer	0.00	0.00	0.20	0.20
Associate Engineer	0.60	0.70	0.70	0.70
Assistant Engineer	0.00	0.00	0.70	0.40
Supervising Engineering Technician	0.20	0.20	0.00	0.00
Senior Engineering Technician	0.10	0.10	0.20	0.20
Land Surveyor	0.25	0.25	0.25	0.25
Public Works Inspector	0.45	0.55	0.45	0.45
Engineering Technician	0.00	0.80	0.80	0.80
Administrative Secretary	0.05	0.05	0.05	0.05
GIS Analyst	0.00	0.00	0.15	0.15
GIS Technician	0.00	0.00	0.15	0.15
TOTAL	**2.00**	**2.85**	**4.00**	**3.70**

Acct #	Account Title	FY13-14 Actual	FY14-15 Actual	FY15-16 Budgeted	FY15-16 Estimated	FY16-17 Adopted
151900						**ENG - CIP PROJECTS**
7110	SALARIES	659,206	559,366	721,715	614,540	728,796
7120	OVERTIME	162	96	2,000	99	2,000
7130	VACATION/SICK CONVERSION	8,842	7,471	12,490	658	724
7170	STIPEND	-	-	-	2,130	-
7310	PERS (EMPLOYER)	185,048	178,997	239,459	204,942	270,578
7311	OTHER RETIREMENT BENEFIT	925	1,331	180	181	180
7312	POST RETIREMENT BENEFITS	-	20,679	20,988	20,988	24,098
7315	MEDICARE TAX	9,480	8,051	12,269	8,896	12,390
7325	CAFETERIA	87,480	74,116	97,878	83,198	101,075
7335	WORKERS COMPENSATION	18,975	17,284	28,195	21,904	36,738
7336	UNEMPLOYMENT INSURANCE	2,387	-	-	-	-
7340	LIFE INSURANCE	1,644	1,393	1,879	1,553	1,896
7345	LTD INSURANCE	1,197	1,316	1,856	1,491	1,963
7350	STD INSURANCE	718	593	861	672	901
7355	CAR ALLOWANCE	260	312	437	437	437
7370	EMPLOYEE PROF DEVELOPM	24	101	-	36	-
7396	MOVING EXPENSE REIMB	500	-	-	-	-
TOTAL	**SALARY & BENEFITS**	**976,848**	**871,105**	**1,140,207**	**961,725**	**1,181,776**
8150	OFFICE SUPPLIES	335	594	500	500	500
8160	OPERATING SUPPLIES	1,305	1,748	3,000	3,000	3,000
8511	FLEET/EQUIP REIMBURSEMEN	24,468	21,582	15,810	15,810	17,965
8520	VEHICLE REPLACEMNT CHAR	-	9,693	5,969	5,969	4,361
8522	ADVERTISING	-	-	225	-	225
8528	COMMUNICATIONS	173	659	1,000	1,000	1,000
8532	COPIER RENT/MAINTENANCE	-	-	100	100	100
8576	REPAIRS AND MAINTENANCE	835	2,084	5,000	6,000	5,000
8577	IT REPAIRS & MAINT	-	-	-	200	200
8586	SOFTWARE AGREEMENTS	4,939	5,088	6,000	4,000	6,000
8594	TRAINING/MEETINGS/SCHOOL	1,205	1,928	6,000	4,000	6,000
TOTAL	**MAT'L, SVC & SUPPLIES**	**33,260**	**43,376**	**43,604**	**40,579**	**44,351**
	ACTIVITY TOTAL	**1,010,108**	**914,481**	**1,183,811**	**1,002,304**	**1,226,127**

DETAIL OF PERSONNEL SERVICES

JOB CLASSIFICATION	2013-2014 ACTUAL	2014-2015 ACTUAL	2015-2016 ACTUAL	2016-2017 ADOPTED
Assistant City Manager - Director of Public Works	0.05	0.05	0.05	0.05
Deputy Director of Public Works	0.00	0.00	0.25	0.25
City Engineer	0.00	0.00	0.25	0.25
City Traffic Engineer	0.00	0.35	0.30	0.30
Principal Civil Engineer	0.00	0.00	0.65	0.65
Deputy Director of Public Works - Development	0.00	0.15	0.00	0.00
Deputy Director of Public Works - Engineering	0.80	1.00	0.00	0.00
Senior Management Analyst	0.00	0.00	0.05	0.05
Associate Engineer	1.90	1.75	1.85	1.85
Assistant Engineer	0.80	0.80	0.90	0.80
Supervising Engineering Technician	0.65	0.65	0.00	0.00
Senior Engineering Technician	1.70	1.60	2.00	2.00
Land Surveyor	0.65	0.65	0.65	0.65
Public Works Inspector	1.80	1.80	1.20	1.20
Engineering Technician	0.60	0.30	0.60	0.60
Senior Planner	0.00	0.10	0.00	0.00
TOTAL	**8.95**	**9.20**	**8.75**	**8.65**

Acct #	Account Title	FY13-14 Actual	FY14-15 Actual	FY15-16 Budgeted	FY15-16 Estimated	FY16-17 Adopted
152310						**TRAFFIC ENGINEERING**
7110	SALARIES	243,925	166,874	187,098	182,399	190,487
7120	OVERTIME	162	24	2,000	16	2,000
7130	VACATION/SICK CONVERSION	4,903	12,020	20,096	301	331
7170	STIPEND	-	-	-	645	-
7310	PERS (EMPLOYER)	69,545	55,152	63,166	60,826	71,928
7311	OTHER RETIREMENT BENEFIT	150	-	-	-	-
7312	POST RETIREMENT BENEFITS	-	6,325	5,497	5,497	6,407
7315	MEDICARE TAX	3,217	2,267	3,181	2,902	3,238
7325	CAFETERIA	29,865	20,887	26,015	26,238	26,876
7335	WORKERS COMPENSATION	7,551	5,551	6,474	5,626	7,612
7340	LIFE INSURANCE	676	479	528	465	534
7345	LTD INSURANCE	522	477	531	482	544
7350	STD INSURANCE	313	214	246	217	250
7355	CAR ALLOWANCE	260	-	-	-	-
7396	MOVING EXPENSE REIMB	500	-	-	-	-
TOTAL	**SALARY & BENEFITS**	**361,589**	**270,268**	**314,832**	**285,614**	**310,207**
8150	OFFICE SUPPLIES	98	76	250	250	250
8160	OPERATING SUPPLIES	498	513	750	500	750
8511	FLEET/EQUIP REIMBURSEMEN	6,948	8,429	6,721	6,721	4,217
8522	ADVERTISING	-	-	1,000	1,000	1,000
8528	COMMUNICATIONS	1,175	1,029	1,480	2,500	2,500
8532	COPIER RENT/MAINTENANCE	-	-	25	25	25
8552	MEMBERSHIP,DUES & LICENS	-	-	-	2,400	-
8560	PERMITS AND FEES	2,147	2,463	2,500	2,500	2,500
8568	POSTAGE AND SHIPPING	43	-	-	1,200	-
8574	RENT EXPENSE	1,126	1,159	1,500	1,200	1,500
8576	REPAIRS AND MAINTENANCE	275,112	289,591	300,000	350,000	350,000
8594	TRAINING/MEETINGS/SCHOOI	12	1,174	2,000	2,000	2,000
8598	UTILITIES	405,601	491,144	410,000	450,000	-
TOTAL	**MAT'L, SVC & SUPPLIES**	**692,759**	**795,578**	**726,226**	**820,296**	**364,742**
9030	SOFTWARE > $10,000	-	-	2,200	2,138	-
TOTAL	**CAPITAL OUTLAY**	**-**	**-**	**2,200**	**2,138**	**-**
	ACTIVITY TOTAL	**1,054,348**	**1,065,847**	**1,043,258**	**1,108,048**	**674,949**

DETAIL OF PERSONNEL SERVICES

JOB CLASSIFICATION	2013-2014 ACTUAL	2014-2015 ACTUAL	2015-2016 ACTUAL	2016-2017 ADOPTED
Assistant City Manager/Director of Public Works	0.05	0.00	0.00	0.00
City Engineer	0.00	0.00	0.10	0.10
City Traffic Engineer	0.55	0.20	0.25	0.25
Senior Management Analyst	0.00	0.00	0.05	0.05
Associate Engineer	0.95	0.95	0.85	0.85
Land Surveyor	0.05	0.05	0.05	0.05
Senior Engineering Technican	0.75	0.75	0.15	0.15
Public Works Inspector	0.35	0.15	0.10	0.10
Engineering Technician	0.00	0.10	0.75	0.75
TOTAL	**2.75**	**2.10**	**2.30**	**2.30**

Acct #	Account Title	FY13-14 Actual	FY14-15 Actual	FY15-16 Budgeted	FY15-16 Estimated	FY16-17 Adopted
152320						**TRAFFIC MAINTENANCE**
7110	SALARIES	44,774	42,250	83,097	47,382	155,137
7120	OVERTIME	30	-	500	-	500
7130	VACATION/SICK CONVERSION	50	196	-	-	-
7170	STIPEND	-	-	-	300	-
7310	PERS (EMPLOYER)	12,800	13,954	28,054	15,831	58,580
7312	POST RETIREMENT BENEFITS	-	4,866	4,997	4,997	9,054
7315	MEDICARE TAX	601	632	1,413	750	2,637
7325	CAFETERIA	11,610	12,195	23,833	12,000	37,976
7335	WORKERS COMPENSATION	6,356	6,477	14,028	7,579	24,972
7340	LIFE INSURANCE	55	53	120	50	282
7345	LTD INSURANCE	-	-	16	-	147
7350	STD INSURANCE	-	-	7	-	68
7360	UNIFORM ALLOWANCE	6	110	220	-	220
TOTAL	**SALARY & BENEFITS**	**76,282**	**80,733**	**156,285**	**88,889**	**289,573**
8160	OPERATING SUPPLIES	20,184	33,565	68,500	68,500	68,500
8395	OTHER PROF/TECH SERVICES	12,925	11,934	20,000	15,000	20,000
8511	FLEET/EQUIP REIMBURSEMEN	38,016	21,630	27,105	27,105	22,302
8520	VEHICLE REPLACEMNT CHAR	-	16,797	14,779	14,779	10,797
8522	ADVERTISING	120	-	-	-	-
8528	COMMUNICATIONS	-	-	-	100	250
8534	DISPOSAL	1,121	-	2,000	2,000	2,000
8574	RENT EXPENSE	-	119	1,000	1,000	1,000
8576	REPAIRS AND MAINTENANCE	83,229	100,836	87,000	100,000	105,000
8590	MEALS-W/O OVRNIGHT STAY	6	-	-	-	-
8594	TRAINING/MEETINGS/SCHOOL	50	-	-	-	-
TOTAL	**MAT'L, SVC & SUPPLIES**	**155,652**	**184,881**	**220,384**	**228,484**	**229,849**
9010	MINOR FURN&EQUIP <$10,000	-	-	6,000	5,702	1,500
TOTAL	**CAPITAL OUTLAY**	**-**	**-**	**6,000**	**5,702**	**1,500**
	ACTIVITY TOTAL	**231,934**	**265,614**	**382,669**	**323,075**	**520,922**

DETAIL OF PERSONNEL SERVICES

JOB CLASSIFICATION	2013-2014 ACTUAL	2014-2015 ACTUAL	2015-2016 ACTUAL	2016-2017 ADOPTED
Senior Management Analyst	0.00	0.00	0.05	0.00
Operations Manager	0.00	0.00	0.00	0.20
Maintenance Supervisor	0.00	0.00	0.00	0.30
Public Works Crew Leader	0.00	0.00	0.00	0.25
Public Works Equipment Operator	0.05	0.05	0.05	1.05
Public Works Worker II	1.95	1.95	1.95	1.45
	0.00	0.00	0.00	0.00
	0.00	0.00	0.00	0.00
TOTAL	**2.00**	**2.00**	**2.05**	**3.25**

Acct #	Account Title	FY13-14 Actual	FY14-15 Actual	FY15-16 Budgeted	FY15-16 Estimated	FY16-17 Adopted
160000						**PARKS**
7110	SALARIES	655,982	674,676	623,527	607,932	563,878
7120	OVERTIME	14,419	20,725	20,000	9,079	10,000
7130	VACATION/SICK CONVERSION	23,973	33,634	48,991	56,801	62,481
7170	STIPEND	-	-	-	3,450	-
7310	PERS (EMPLOYER)	189,211	223,193	210,509	202,922	212,920
7312	POST RETIREMENT BENEFITS	-	35,276	31,357	31,357	31,062
7315	MEDICARE TAX	9,861	10,321	10,600	9,299	9,586
7325	CAFETERIA	146,460	154,020	143,958	153,676	130,288
7335	WORKERS COMPENSATION	82,394	89,290	91,830	88,130	92,251
7340	LIFE INSURANCE	1,054	1,062	1,041	864	922
7345	LTD INSURANCE	352	460	504	301	444
7350	STD INSURANCE	211	207	234	136	204
7360	UNIFORM ALLOWANCE	1,210	-	-	1,166	-
TOTAL	**SALARY & BENEFITS**	**1,125,127**	**1,242,864**	**1,182,551**	**1,165,113**	**1,114,036**
8140	JANITORIAL SUPPLIES	3,008	3,297	3,800	3,800	3,800
8150	OFFICE SUPPLIES	435	469	500	600	500
8160	OPERATING SUPPLIES	74,406	74,699	82,770	75,000	82,770
8170	UNIFORMS	1,134	2,576	3,500	2,000	2,000
8395	OTHER PROF/TECH SERVICES	300	60	200	-	200
8511	FLEET/EQUIP REIMBURSEMEI	197,988	195,939	187,433	187,433	187,818
8515	LIABILITY INS CHG/PREMIUM	996	10,180	22,122	22,122	18,309
8516	PROPERTY INS CHG/PREMIUM	5,052	5,245	6,816	6,816	6,816
8520	VEHICLE REPLACEMNT CHAR	-	46,080	30,284	30,284	22,124
8522	ADVERTISING	-	470	-	-	-
8528	COMMUNICATIONS	3,968	4,455	5,000	6,500	6,500
8532	COPIER RENT/MAINTENANCE	-	-	-	600	600
8534	DISPOSAL	427	-	1,000	1,000	1,000
8538	GRAFFITI REMOVAL	20,560	18,720	20,560	20,560	20,560
8548	LAUNDRY	420	457	500	500	500
8552	MEMBERSHIP,DUES & LICENS	599	329	1,300	1,300	1,300
8564	PEST CONTROL	6,248	9,314	11,750	11,750	11,750
8568	POSTAGE AND SHIPPING	35	-	-	-	-
8574	RENT EXPENSE	3,703	4,806	3,000	1,500	3,000
8576	REPAIRS AND MAINTENANCE	71,896	121,164	142,100	142,100	162,100
8580	SECURITY GUARDS/SYSTEM	188	117	200	200	200
8590	MEALS-W/O OVRNIGHT STAY	6	-	-	-	-
8594	TRAINING/MEETINGS/SCHOOI	1,218	6,301	4,500	4,500	4,500
8596	URBAN FORESTRY EXPENSES	93,149	112,221	100,000	100,000	100,000
8598	UTILITIES	206,863	208,971	245,000	218,000	245,000
TOTAL	**MAT'L, SVC & SUPPLIES**	**692,598**	**825,867**	**872,335**	**836,565**	**881,347**
9010	MINOR FURN&EQUIP <$10,00(	3,074	2,179	18,400	16,145	-
9020	MINOR COMPUTERS <$10,00(	1,012	-	-	-	-
9035	FURN & EQUIP >$10,000	6,696	28,151	-	-	-
TOTAL	**CAPITAL OUTLAY**	**10,782**	**30,330**	**18,400**	**16,145**	-
	ACTIVITY TOTAL	**1,828,507**	**2,099,062**	**2,073,286**	**2,017,823**	**1,995,383**

DETAIL OF PERSONNEL SERVICES

JOB CLASSIFICATION	2013-2014 ACTUAL	2014-2015 ACTUAL	2015-2016 ACTUAL	2016-2017 ADOPTED
Deputy Director of Public Works - Operations	0.10	0.10	0.00	0.00
Operations Manager	0.60	0.60	0.60	0.15
Senior Management Analyst	0.00	0.00	0.05	0.00
Management Analyst	0.00	0.00	0.05	0.10
Administrative Secretary	0.10	0.10	0.10	0.10
Secretary	0.10	0.10	0.10	0.10
Parks Supervisor	1.00	1.00	1.00	0.60
Parks Crew Leader	2.00	1.60	1.60	1.50
Senior Parks Maintenance Worker	6.00	4.00	4.00	3.00
Parks Maintenance Worker	5.00	7.00	5.00	5.00
TOTAL	**14.90**	**14.50**	**12.50**	**10.55**

Acct #	Account Title	FY13-14 Actual	FY14-15 Actual	FY15-16 Budgeted	FY15-16 Estimated	FY16-17 Adopted
161000						**ST MEDIAN MAINT & PKWY TR**
7110	SALARIES	204,491	199,337	325,263	286,922	368,978
7120	OVERTIME	2,557	3,494	3,000	7,359	3,000
7130	VACATION/SICK CONVERSION	1,582	12,165	19,019	20,462	22,508
7170	STIPEND	-	-	-	1,710	-
7310	PERS (EMPLOYER)	58,360	67,635	109,812	96,281	139,326
7312	POST RETIREMENT BENEFITS	-	11,921	17,365	17,365	20,754
7315	MEDICARE TAX	1,881	2,505	5,529	3,886	6,273
7325	CAFETERIA	42,180	39,587	78,337	58,059	87,053
7335	WORKERS COMPENSATION	21,484	21,656	44,233	42,070	61,195
7340	LIFE INSURANCE	418	409	663	434	619
7345	LTD INSURANCE	213	279	399	156	301
7350	STD INSURANCE	128	125	185	71	138
7360	UNIFORM ALLOWANCE	330	-	-	594	-
TOTAL	**SALARY & BENEFITS**	**333,626**	**359,114**	**603,805**	**535,369**	**710,145**
8160	OPERATING SUPPLIES	8,990	14,258	12,000	12,000	12,000
8170	UNIFORMS	-	-	-	-	1,500
8395	OTHER PROF/TECH SERVICES	-	-	120	-	120
8528	COMMUNICATIONS	474	948	1,000	1,000	1,000
8552	MEMBERSHIP,DUES & LICENS	260	370	500	500	500
8564	PEST CONTROL	573	628	1,500	1,500	1,500
8574	RENT EXPENSE	-	-	150	150	2,000
8576	REPAIRS AND MAINTENANCE	4,110	9,381	7,000	7,000	7,000
8580	SECURITY GUARDS/SYSTEM	188	117	200	200	200
8594	TRAINING/MEETINGS/SCHOOI	505	360	600	1,000	1,000
8596	URBAN FORESTRY EXPENSES	122,346	131,821	131,500	131,500	146,500
8598	UTILITIES	57,595	41,874	56,000	35,000	56,000
TOTAL	**MAT'L, SVC & SUPPLIES**	**195,041**	**199,756**	**210,570**	**189,850**	**229,320**
	ACTIVITY TOTAL	**528,667**	**558,870**	**814,375**	**725,219**	**939,465**

DETAIL OF PERSONNEL SERVICES

JOB CLASSIFICATION	2013-2014 ACTUAL	2014-2015 ACTUAL	2015-2016 ACTUAL	2016-2017 ADOPTED
Deputy Director of Public Works - Operations	0.10	0.10	0.00	0.00
Operations Manager	0.40	0.30	0.40	0.15
Maintenance Supervisor	1.00	1.00	1.00	0.40
Parks Crewleader	0.00	0.40	0.40	0.50
Senior Parks Maintenance Worker	1.00	1.00	1.00	2.00
Parks Maintenance Worker	2.00	2.00	4.00	4.00
TOTAL	**4.50**	**4.80**	**6.80**	**7.05**

Acct #	Account Title	FY13-14 Actual	FY14-15 Actual	FY15-16 Budgeted	FY15-16 Estimated	FY16-17 Adopted
209000						**CA BEVERAGE GRANT**
8160	OPERATING SUPPLIES	-	-	169,120	-	169,120
TOTAL	**MAT'L, SVC & SUPPLIES**	**-**	**-**	**169,120**	**-**	**169,120**
	ACTIVITY TOTAL	**-**	**-**	**169,120**	**-**	**169,120**

Acct #	Account Title	FY13-14 Actual	FY14-15 Actual	FY15-16 Budgeted	FY15-16 Estimated	FY16-17 Adopted
211320						**STREET MAINTENANCE**
7110	SALARIES	554,151	547,148	751,475	670,518	600,452
7120	OVERTIME	9,133	6,118	15,000	7,260	15,000
7130	VACATION/SICK CONVERSION	36,230	39,236	36,617	24,827	35,330
7170	STIPEND	-	-	-	3,510	-
7310	PERS (EMPLOYER)	158,449	180,327	253,705	223,788	226,731
7311	OTHER RETIREMENT BENEFIT	155	180	180	181	180
7312	POST RETIREMENT BENEFITS	34,068	33,695	35,105	35,105	31,062
7315	MEDICARE TAX	7,451	7,852	12,775	9,883	10,208
7325	CAFETERIA	107,051	104,141	166,605	144,213	137,145
7335	WORKERS COMPENSATION	62,290	60,430	107,802	88,229	87,543
7340	LIFE INSURANCE	769	895	1,145	1,026	1,052
7345	LTD INSURANCE	387	525	539	485	614
7350	STD INSURANCE	226	236	249	219	282
7355	CAR ALLOWANCE	260	312	437	437	437
7360	UNIFORM ALLOWANCE	985	-	1,320	1,210	1,320
7370	EMPLOYEE PROF DEVELOPM	24	101	-	36	-
7396	MOVING EXPENSE REIMB	500	-	-	-	-
TOTAL	**SALARY & BENEFITS**	**972,129**	**981,195**	**1,382,954**	**1,210,927**	**1,147,356**
8140	JANITORIAL SUPPLIES	398	284	-	-	-
8150	OFFICE SUPPLIES	375	461	500	500	500
8160	OPERATING SUPPLIES	77,626	39,742	90,000	90,000	90,000
8170	UNIFORMS	800	2,203	9,650	9,650	6,000
8510	OVERHEAD REIMBURSEMENT	195,228	203,771	209,781	209,781	209,976
8511	FLEET/EQUIP REIMBURSEMEI	155,280	151,319	148,804	148,804	123,584
8515	LIABILITY INS CHG/PREMIUM	127,704	135,825	142,509	142,509	114,362
8516	PROPERTY INS CHG/PREMIUI	2,184	2,265	2,943	2,943	2,943
8528	COMMUNICATIONS	1,250	2,559	2,000	10,000	12,000
8532	COPIER RENT/MAINTENANCE	-	-	-	500	500
8534	DISPOSAL	8,506	2,915	20,000	21,000	25,000
8538	GRAFFITI REMOVAL	30,000	28,790	48,500	42,000	48,500
8548	LAUNDRY	479	543	500	500	500
8552	MEMBERSHIP,DUES & LICENS	119	119	300	300	300
8564	PEST CONTROL	-	134	2,000	1,000	2,000
8574	RENT EXPENSE	2,065	3,088	3,500	3,000	4,500
8576	REPAIRS AND MAINTENANCE	8,869	9,115	11,250	2,000	1,250
8580	SECURITY GUARDS/SYSTEM	597	370	800	800	800
8584	SERVICE/MAINT CONTRACTS	-	-	-	1,500	-
8586	SOFTWARE AGREEMENTS	1,167	1,167	1,500	-	1,500
8590	MEALS-W/O OVRNIGHT STAY	-	-	-	100	100
8594	TRAINING/MEETINGS/SCHOOI	1,150	4,921	6,000	6,000	6,000
8598	UTILITIES	8,164	7,790	8,700	8,700	489,800
TOTAL	**MAT'L, SVC & SUPPLIES**	**621,960**	**597,380**	**709,237**	**701,587**	**1,140,115**
9010	MINOR FURN&EQUIP <$10,00(	-	-	-	-	1,500
9020	MINOR COMPUTERS <$10,00(	2,900	-	-	-	-
9035	FURN & EQUIP >$10,000	18,753	-	-	-	-
TOTAL	**CAPITAL OUTLAY**	**21,653**	-	-	-	**1,500**
9910	TRANSFER OUT	488,000	34,306	551,250	239,938	81,250
TOTAL OTHER FINANCING USES		**488,000**	**34,306**	**551,250**	**239,938**	**81,250**
ACTIVITY TOTAL		**2,103,743**	**1,612,881**	**2,643,441**	**2,152,452**	**2,370,221**

DETAIL OF PERSONNEL SERVICES

JOB CLASSIFICATION	2013-2014 ACTUAL	2014-2015 ACTUAL	2015-2016 ACTUAL	2016-2017 ADOPTED
Assistant City Manager/Director of Public Works	0.05	0.05	0.05	0.05
Deputy Director of Public Works - Operations	0.20	0.20	0.00	0.00
Deputy Director of Public Works - Operations	0.00	0.00	0.00	0.05
Principal Civil Engineer	0.10	0.10	0.10	0.10
Senior Management Analyst	0.25	0.25	0.35	0.30
Management Analyst	0.00	0.00	0.00	0.20
Administrative Secretary	0.35	0.35	0.35	0.35
Geographic Information Systems Analyst	0.00	0.00	0.10	0.10
Geographic Information Systems Technician	0.00	0.00	0.10	0.10
Supervising Engineering Technician	0.05	0.05	0.05	0.00
Senior Engineering Technician	0.10	0.10	0.10	0.20
Public Works Inspector	0.10	0.10	0.10	0.00
Engineering Technician	0.05	0.00	0.00	0.00
Operations Manager	0.70	0.70	0.70	0.35
Maintenance Supervisor	0.00	0.00	0.00	0.70
Public Works Crew Leader	2.00	2.00	2.00	0.75
Public Works Equipment Operator	5.95	5.95	5.95	4.90
Public Works Maintenance Worker II / Trainee	5.00	5.00	5.00	2.00
TOTAL	**14.90**	**14.85**	**14.95**	**10.15**

Acct #	Account Title	FY13-14 Actual	FY14-15 Actual	FY15-16 Budgeted	FY15-16 Estimated	FY16-17 Adopted
211950						**GAS TAX VEHICLE REPLMNT**
8160	OPERATING SUPPLIES	164	-	800	8,000	-
8190	VEHICLE ACCESSORIES	16,424	-	24,000	24,000	17,000
8540	INSTALLATION COSTS	-	-	2,500	2,500	-
8584	SERVICE/MAINT CONTRACTS	2,890	-	8,800	8,800	-
TOTAL	**MAT'L, SVC & SUPPLIES**	**19,478**	**-**	**36,100**	**43,300**	**17,000**
9020	MINOR COMPUTERS <$10,000	-	2,287	-	-	-
9040	VEHICLES	55,352	-	206,000	206,000	-
TOTAL	**CAPITAL OUTLAY**	**55,352**	**2,287**	**206,000**	**206,000**	**-**
	ACTIVITY TOTAL	**74,829**	**2,287**	**242,100**	**249,300**	**17,000**

Acct #	Account Title	FY13-14 Actual	FY14-15 Actual	FY15-16 Budgeted	FY15-16 Estimated	FY16-17 Adopted
213000					**TRANSIT TDA ARTICLE 4**	
7110	SALARIES	56,309	56,413	59,896	60,129	78,680
7120	OVERTIME	54	24	500	8	500
7130	VACATION/SICK CONVERSION	1,287	1,777	1,825	301	1,222
7170	STIPEND	-	-	-	195	-
7310	PERS (EMPLOYER)	16,060	18,654	20,222	20,051	29,709
7312	POST RETIREMENT BENEFITS	3,924	1,703	1,749	1,749	3,343
7315	MEDICARE TAX	787	806	1,018	881	1,338
7325	CAFETERIA	6,909	7,002	8,160	7,655	14,760
7335	WORKERS COMPENSATION	1,681	1,675	2,421	1,956	6,677
7340	LIFE INSURANCE	161	164	170	168	186
7345	LTD INSURANCE	125	166	174	171	162
7350	STD INSURANCE	75	75	81	77	74
TOTAL	**SALARY & BENEFITS**	**87,372**	**88,459**	**96,216**	**93,341**	**136,651**
8140	JANITORIAL SUPPLIES	-	343	-	-	-
8160	OPERATING SUPPLIES	663	611	1,200	1,200	1,200
8336	INTERNAL ENG DESIGN	6,776	-	10,000	-	10,000
8510	OVERHEAD REIMBURSEMENT	20,412	18,115	18,146	18,146	24,071
8522	ADVERTISING	-	-	250	250	250
8538	GRAFFITI REMOVAL	14,000	14,400	20,000	17,000	20,000
8560	PERMITS AND FEES	-	-	50	-	50
8576	REPAIRS AND MAINTENANCE	40,396	53,200	75,000	75,000	75,000
TOTAL	**MAT'L, SVC & SUPPLIES**	**82,247**	**86,668**	**124,646**	**111,596**	**130,571**
9065	INFRASTRUCTURE	142,582	-	-	-	64,700
TOTAL	**CAPITAL OUTLAY**	**142,582**	**-**	**-**	**-**	**64,700**
9910	TRANSFER OUT	720,308	2,301	225,000	3,785	218,690
TOTAL	**OTHER FINANCING USES**	**720,308**	**2,301**	**225,000**	**3,785**	**218,690**
	ACTIVITY TOTAL	**1,032,509**	**177,429**	**445,862**	**208,722**	**550,612**

DETAIL OF PERSONNEL SERVICES

JOB CLASSIFICATION	2013-2014 ACTUAL	2014-2015 ACTUAL	2015-2016 ACTUAL	2016-2017 ADOPTED
City Traffic Engineer	0.25	0.25	0.25	0.25
Senior Management Analyst	0.05	0.05	0.05	0.05
Associate Engineer	0.05	0.05	0.05	0.05
Senior Engineering Technician	0.10	0.10	0.05	0.05
Public Works Inspector	0.10	0.10	0.10	0.10
Engineering Technician	0.00	0.00	0.05	0.05
Administrative Secretary	0.05	0.05	0.05	0.05
Public Works Equipment Operator	0.00	0.00	0.00	0.05
Public Works Maintenance Worker II	0.05	0.05	0.05	0.55
TOTAL	**0.70**	**0.70**	**0.70**	**1.20**

Acct #	Account Title	FY13-14 Actual	FY14-15 Actual	FY15-16 Budgeted	FY15-16 Estimated	FY16-17 Adopted
601000					**VEHICLE/EQUIP MAINTENANCE**	
7110	SALARIES	385,702	452,136	433,810	401,177	464,890
7120	OVERTIME	881	1,819	6,000	1,422	6,000
7130	VACATION/SICK CONVERSION	25,639	30,588	41,321	32,484	27,438
7170	STIPEND	-	-	-	1,860	-
7310	PERS (EMPLOYER)	110,353	149,834	146,459	137,278	175,542
7312	POST RETIREMENT BENEFITS	18,144	18,003	18,489	18,489	21,033
7315	MEDICARE TAX	6,371	7,727	7,375	6,879	7,903
7325	CAFETERIA	70,596	86,220	85,800	80,034	92,865
7330	COMPENSATED ABSENCES	916	2,635	-	-	-
7335	WORKERS COMPENSATION	50,105	61,684	74,848	62,666	73,263
7336	UNEMPLOYMENT INSURANCE	4,724	-	-	-	-
7340	LIFE INSURANCE	577	737	651	488	714
7345	LTD INSURANCE	333	435	355	170	419
7350	STD INSURANCE	195	196	165	77	192
7360	UNIFORM ALLOWANCE	1,550	1,420	1,200	1,640	1,640
TOTAL	**SALARY & BENEFITS**	**676,086**	**813,434**	**816,473**	**744,664**	**871,899**
8110	AUTO PARTS AND SUPPLIES	352,046	377,725	420,000	420,000	420,000
8130	FUELS AND LUBRICATIONS	685,975	552,081	750,000	600,000	750,000
8140	JANITORIAL SUPPLIES	980	617	1,000	1,000	1,000
8150	OFFICE SUPPLIES	537	1,416	1,000	1,000	1,000
8160	OPERATING SUPPLIES	4,212	6,766	15,750	10,000	15,750
8170	UNIFORMS	-	-	-	-	2,000
8510	OVERHEAD REIMBURSEMENT	192,648	207,571	200,065	200,065	227,356
8516	PROPERTY INS CHG/PREMIUM	2,868	2,977	3,869	3,869	3,869
8520	VEHICLE REPLACEMNT CHAR	2,825	2,825	-	-	-
8526	COLLISIONS	63,193	44,953	50,000	50,000	50,000
8528	COMMUNICATIONS	4,794	5,225	5,000	10,000	10,000
8534	DISPOSAL	4,694	5,075	6,000	6,000	6,000
8548	LAUNDRY	4,252	6,471	5,000	6,000	7,000
8552	MEMBERSHIP,DUES & LICENS	174	428	600	300	600
8560	PERMITS AND FEES	3,256	1,909	2,300	1,000	2,300
8564	PEST CONTROL	720	720	800	800	800
8568	POSTAGE AND SHIPPING	-	106	-	-	-
8576	REPAIRS AND MAINTENANCE	225,422	213,068	237,315	240,000	237,315
8580	SECURITY GUARDS/SYSTEM	658	691	900	900	900
8586	SOFTWARE AGREEMENTS	5,176	5,398	6,875	6,875	6,875
8588	SUBSCRIPTIONS	369	860	1,100	1,100	1,000
8590	MEALS-W/O OVRNIGHT STAY	11	68	100	108	100
8592	TOWING	1,379	2,996	5,000	5,000	5,000
8594	TRAINING/MEETINGS/SCHOOL	157	4,017	11,905	7,500	11,905
8598	UTILITIES	11,422	10,222	11,000	11,000	11,000
TOTAL	**MAT'L, SVC & SUPPLIES**	**1,567,765**	**1,454,187**	**1,735,579**	**1,582,517**	**1,771,770**
9010	MINOR FURN&EQUIP <$10,000	-	-	9,000	13,214	-
9035	FURN & EQUIP >$10,000	-	-	10,000	-	-
9070	DEPRECIATION EXPENSE	1,468	1,468	-	-	-
TOTAL	**CAPITAL OUTLAY**	**1,468**	**1,468**	**19,000**	**13,214**	-
	ACTIVITY TOTAL	**2,245,319**	**2,269,089**	**2,571,052**	**2,340,395**	**2,643,669**

DETAIL OF PERSONNEL SERVICES

JOB CLASSIFICATION	2013-2014 ACTUAL	2014-2015 ACTUAL	2015-2016 ACTUAL	2016-2017 ADOPTED
Deputy Director of Public Works - Operations	0.20	0.20	0.00	0.00
Operations Manager	0.00	0.00	0.00	0.15
Management Analyst	0.00	0.00	0.00	0.20
Administrative Secretary	0.20	0.20	0.20	0.20
Secretary	0.00	0.00	0.00	0.00
Fleet Manager	1.00	1.00	1.00	1.00
Lead Equipment Mechanic	1.00	1.00	1.00	1.00
Equipment Mechanic	5.00	5.00	5.00	5.00
TOTAL	**7.40**	**7.40**	**7.20**	**7.55**

Acct #	Account Title	FY13-14 Actual	FY14-15 Actual	FY15-16 Budgeted	FY15-16 Estimated	FY16-17 Adopted
605000						**VEHICLE/EQUIP REPLACEMENT**
8160	OPERATING SUPPLIES	870	1,112	2,125	1,600	1,600
8190	VEHICLE ACCESSORIES	139,848	96,687	218,450	218,450	147,500
8576	REPAIRS AND MAINTENANCE	3,630	3,107	15,200	10,000	14,100
8584	SERVICE/MAINT CONTRACTS	17,740	20,300	37,600	36,700	36,700
TOTAL	**MAT'L, SVC & SUPPLIES**	**162,087**	**121,206**	**273,375**	**266,750**	**199,900**
9040	VEHICLES	473,619	410,119	747,500	656,000	656,000
9070	DEPRECIATION EXPENSE	658,779	736,173	-	-	-
TOTAL	**CAPITAL OUTLAY**	**1,132,399**	**1,146,292**	**747,500**	**656,000**	**656,000**
	ACTIVITY TOTAL	**1,294,486**	**1,267,498**	**1,020,875**	**922,750**	**855,900**

ACTIVITY: PUBLIC WORKS - WASTEWATER

Mission Statement:
Dedicated to working every day for a better El Cajon through building, engineering, housing, operations, and planning activities.

Description:
The Wastewater Fund provides for the investment in new infrastructure, repair and rehabilitation of the existing collection system, disposal of sewage, maintenance of the City's sewer collection system, and compliance with the National Pollution Discharge Elimination System and waste discharge regulations.

The Wastewater group provides for services relating to sewage transportation, treatment and disposal services for El Cajon through contractual agreements with the City of San Diego Metropolitan Wastewater Department and the City of La Mesa, and provides maintenance support to the National Pollutant Discharge Elimination System Program. The Wastewater group also administers compliance with the State's wastewater discharge requirements by implementation of the Sanitary Sewer Management Plan and reporting to the State's database.

The Wastewater Operations group provides effective annual maintenance and repair services, which ensure all sanitary sewer flows are directed to the Metropolitan Sewer Treatment Plant, and provides a drainage system that directs unhindered storm water runoff into the San Diego River. Staff also perform annual routine sewer collection system maintenance (rodding, flushing and video televising) of the City's entire wastewater collection system (sewer collection and storm water). All necessary permits are filed with the local regional water quality control agencies.

The Wastewater Operation Division also completes work service requests to clean and maintain storm drain facilities (channels, ditches and basins) and responds and investigates sewer overflow incidents. Sewer lateral connections and sewer wet taps are installed as needed and routine main line maintenance is performed on a seasonal rotation schedule.

The Street Sweeping group provides regularly scheduled and special event sweeping maintenance of all improved public roadways in the City and maintains the City's streetscape by removing potential storm drain pollutants, facilitating proper drainage, and enhancing pedestrian and vehicular safety.

The Storm Water Pollution Prevention Program works to improve the quality of the City's surface water while providing compliance with the Regional Water Quality Control Board's R9-2013-001 Municipal Permits and other requirements. Major components include training of City personnel, inspection of commercial and industrial businesses, inspection of construction sites, public outreach, dry weather storm water testing, and conditioning of new development and redevelopment to comply with storm water regulations. The City pursues common sense approaches to go beyond Permit compliance to achieve cost-effective storm water management practices for businesses and citizens through the City's Standard Urban Storm Water Mitigation Program (SUSMP) conditioning process.

Prior Fiscal Year Highlights:
Public Works staff continues to administer the City's sewer billing. Through staff diligence, the billing is fully caught up and potential losses to the Sewer Enterprise Fund have been greatly diminished. It is anticipated that the penalty, lien, and assessment processes will be reestablished by fiscal year end.

In September 2014, the City decided to re-bid the Johnson Avenue Sewer Relief Project into two phases. Phase 1 was completed in March, 2016 and Phase 2 is expected to be completed in the second quarter of 2017. The City also completed over $1,000,000 worth of repairs to the City's sewer and storm water drainage systems.

The City's Storm Water staff completed the revision of the Storm Water Municipal Code and the Jurisdictional Runoff Management Plan. In collaboration with the other cities in the San Diego River

ACTIVITY: PUBLIC WORKS - WASTEWATER

watershed, the Water Quality Improvement Plan and a Best Management Practices Design Manual were completed.

Goals:

- Continue to provide excellent maintenance of the City's sewer and storm drain systems including sweeping of City streets.
- Strive to complete all Wastewater CIP Projects on time and within budget including the Johnson Avenue Sewer Relief Project, sewer and storm drain upgrades, and water quality improvements.
- Update the City's SUSMP Ordinance.
- Continue to enforce the mandates of the Municipal Storm Water Permit.
- Continue to implement the Comprehensive Load Reduction Plan (CLRP) to comply with the bacteria Total Maximum Daily Loads (TMDLs).
- Continue to monitor and report sanitary sewer overflows to California Integrated Water Quality System.
- Continue to monitor and update the City Sanitary Sewer Management Plan.

Financial Comments:

The overall 2016-17 Wastewater budget increased primarily due to the Johnson Avenue Sewer Relief Project. Phase 1 was completed in fiscal year 2015-16 and Phase 2 is anticipated to be completed by the end of fiscal year 2016-17. A projected increase in revenue is also primarily associated with the Loan Proceeds associated with the Johnson Avenue Project.

PUBLIC WORKS DEPARTMENT - WASTEWATER

BUDGET ACTIVITY EXPENDITURE SUMMARY	2013-2014 ACTUAL	2014-2015 ACTUAL	2015-2016 AMENDED BUDGET	2015-2016 EST. ACTUAL	2016-2017 ADOPTED
Disposal - 650710	**9,451,323**	**9,354,015**	**10,451,815**	**10,387,256**	**10,533,120**
Operations - 650720	**1,964,157**	**2,056,412**	**2,513,532**	**2,089,243**	**2,219,668**
Customer Service - 650730	**657,929**	**931,926**	**1,410,567**	**953,301**	**1,120,597**
Sweeping Operations - 650740	**531,113**	**585,781**	**657,981**	**649,980**	**650,705**
NPDES Compliance - 650750	**1,115,831**	**1,067,595**	**1,504,937**	**1,127,887**	**2,297,589**
Wastewater Projects - 650900	**1,405,316**	**6,691,253**	**10,799,073**	**2,256,786**	**15,102,088**
Equipment/Technology - 650950	**-**	**191,797**	**207,900**	**156,939**	**107,200**
WASTEWATER FUND TOTAL	**15,125,669**	**20,878,779**	**27,545,805**	**17,621,392**	**32,030,967**

PUBLIC WORKS DEPARTMENT - WASTEWATER

DETAIL OF PERSONNEL SERVICES

JOB CLASSIFICATION	2013-2014 ACTUAL	2014-2015 ACTUAL	2015-2016 ACTUAL	2016-2017 ADOPTED
Assistant City Manager/Director of Public Works	0.25	0.25	0.25	0.25
Deputy City Manager/Director of Finance	0.05	0.00	0.00	0.00
Deputy Director of Public Works	0.00	0.00	0.75	0.75
Deputy Director of Public Works - Development	0.75	0.75	0.00	0.00
Deputy Director of Public Works - Engineering	0.10	0.00	0.00	0.00
Deputy Director of Public Works - Operations	0.20	0.20	0.00	0.00
City Engineer	0.00	0.00	0.20	0.20
Principal Civil Engineer	0.00	0.00	0.05	0.05
Senior Management Analyst	0.50	0.50	0.65	0.55
Management Analyst	0.00	0.00	0.00	0.50
Operations Manager	1.25	1.25	1.25	1.00
Administrative Secretary	1.05	1.05	0.95	0.95
Secretary	0.60	0.60	0.60	0.60
Associate Engineer	1.35	1.35	2.35	2.35
Assistant Engineer	1.00	1.10	1.20	1.60
Geographic Information Systems Analyst	1.00	1.00	0.75	0.75
Geographic Information Systems Technician	1.00	1.00	0.75	0.75
Supervising Engineering Technician	0.05	0.05	0.00	0.00
Senior Engineering Technician	1.05	1.05	2.15	2.15
Engineering Technician	1.00	1.55	0.55	0.55
Code Compliance Officer	1.00	1.00	1.00	1.00
Public Works Inspector	0.10	0.10	0.00	0.00
Maintenance Supervisor	0.00	0.00	0.00	1.00
Public Works Crew Leader	2.00	2.00	2.00	2.00
Public Works Equipment Operator	9.00	9.00	9.00	10.00
Public Works Maintenance Worker	6.00	6.00	6.00	5.00
Financial Operations Manager	0.10	0.30	0.20	0.10
Senior Accountant	0.45	0.50	0.50	0.50
Customer Service Representative	1.80	1.80	1.80	1.00
Wastewater Fund Total	**31.65**	**32.40**	**32.95**	**33.60**

PUBLIC WORKS DEPARTMENT - WASTEWATER

WASTEWATER ENTERPRISE FUND REVENUE SUMMARY	2013-2014 ACTUAL	2014-2015 ACTUAL	2015-2016 AMENDED BUDGET	2015-2016 EST. ACTUAL	2016-2017 ADOPTED
IND WASTE PERMIT - 4470	50	-	5,000	4,000	4,000
INSPECTION FEES - 5010	23,393	33,025	30,000	30,000	30,000
SEPTIC TANK DISCHARGE - 5060	1,065,527	1,006,823	750,000	900,000	800,000
SEWER CONNECTION FEES - 5061	201,758	296,578	150,000	409,000	200,000
SEWER WET TAP FEES - 5062	1,200	2,000	1,000	3,000	2,000
SEWER SERVICE CHARGES - 5063	13,986,570	18,984,143	16,500,000	16,800,000	17,000,000
SEWER OTH IMP FLOW - 5064	22,345	(19,405)	-	-	-
STORMWATER FEES - 5065	55,285	38,403	30,000	50,000	30,000
INT INCOME (EARNED) - 5310	56,264	77,433	50,000	50,000	-
INT INCOME (ACCRUED) - 5350	(4,847)	15,990	-	-	-
CITATION - 5512	2,500	1,900	2,500	2,500	2,500
COMPLIANCE - 5513	4,450	4,100	4,000	4,500	4,500
MISC REIMBURSMNT - 6520	-	5,163,674	-	-	-
MISC REIMB-INJURY PAY - 6540	4,014	40,928	-	7,241	-
BOND/LOAN PROCEEDS - 6920	-	2,616,451	1,000,000	4,900,000	3,800,000
WASTEWATER FUND TOTAL	15,418,509	28,262,043	18,522,500	23,160,241	21,873,000

PUBLIC WORKS DEPARTMENT - WASTEWATER

WASTEWATER ENTERPRISE FUND EXPENDITURE SUMMARY	2013-2014 ACTUAL	2014-2015 ACTUAL	2015-2016 AMENDED BUDGET	2015-2016 EST. ACTUAL	2016-2017 ADOPTED
SALARIES & BENEFITS	2,899,188	3,108,692	3,552,950	2,891,872	3,835,260
MAT'L, SVC & SUPPLIES	11,872,100	11,729,910	14,322,132	12,987,175	15,018,420
CAPITAL OUTLAY	208,517	5,985,233	8,738,300	1,674,854	12,155,300
OTHER FINANCING USES	145,864	54,944	932,423	67,491	1,021,987
TOTAL	15,125,669	20,878,779	27,545,805	17,621,392	32,030,967

Acct #	Account Title	FY13-14 Actual	FY14-15 Actual	FY15-16 Budgeted	FY15-16 Estimated	FY16-17 Adopted
650710					**WASTEWATER - DISPOSAL**	
7110	SALARIES	160,099	185,730	198,044	156,963	207,513
7130	VACATION/SICK CONVERSION	2,657	584	558	602	667
7170	STIPEND	-	-	-	510	-
7310	PERS (EMPLOYER)	45,655	57,301	65,562	52,357	76,900
7311	OTHER RETIREMENT BENEFIT	620	807	180	181	180
7312	POST RETIREMENT BENEFITS	4,296	4,744	4,373	4,373	6,407
7315	MEDICARE TAX	2,452	2,794	3,366	2,360	3,528
7325	CAFETERIA	19,221	22,395	25,995	20,664	28,290
7330	COMPENSATED ABSENCES	7,546	9,113	-	-	-
7335	WORKERS COMPENSATION	4,473	5,075	7,777	5,649	8,980
7340	LIFE INSURANCE	475	580	614	467	640
7345	LTD INSURANCE	374	596	647	469	704
7350	STD INSURANCE	225	269	300	211	323
7355	CAR ALLOWANCE	1,040	1,248	437	437	437
7370	EMPLOYEE PROF DEVELOPM	97	403	-	36	-
7396	MOVING EXPENSE REIMB	2,000	-	-	-	-
TOTAL	**SALARY & BENEFITS**	**251,229**	**291,640**	**307,853**	**245,279**	**334,569**
8150	OFFICE SUPPLIES	111	241	1,000	500	1,000
8160	OPERATING SUPPLIES	243	184	500	500	500
8345	LEGAL SERVICES	-	-	5,000	5,000	5,000
8395	OTHER PROF/TECH SERVICES	219,737	134,532	120,000	120,000	120,000
8510	OVERHEAD REIMBURSEMENT	508,392	496,926	505,195	505,195	509,784
8530	CONTRIBUTIONS	30,818	33,750	36,000	34,587	36,000
8534	DISPOSAL	8,428,241	8,383,281	9,450,000	9,461,150	9,500,000
8552	MEMBERSHIP,DUES & LICENS	-	1,076	850	850	850
8560	PERMITS AND FEES	10,405	11,195	22,417	11,195	22,417
8576	REPAIRS AND MAINTENANCE	-	-	-	3,000	3,000
8594	TRAINING/MEETINGS/SCHOOI	2,148	1,190	3,000	-	-
TOTAL	**MAT'L, SVC & SUPPLIES**	**9,200,094**	**9,062,375**	**10,143,962**	**10,141,977**	**10,198,551**
	ACTIVITY TOTAL	**9,451,323**	**9,354,015**	**10,451,815**	**10,387,256**	**10,533,120**

DETAIL OF PERSONNEL SERVICES

JOB CLASSIFICATION	2013-2014 ACTUAL	2014-2015 ACTUAL	2015-2016 ACTUAL	2016-2017 ADOPTED
Assistant City Manager/Director of Public Works	0.20	0.20	0.05	0.05
Senior Management Analyst	0.10	0.10	0.10	0.10
Deputy Director of Public Works	0.00	0.00	0.35	0.35
Deputy Director of Public Works - Development	0.35	0.35	0.00	0.00
Associate Engineer	0.00	0.50	0.50	0.50
Assistant Engineer	0.30	0.00	0.50	0.50
Senior Engineering Technician	0.20	0.30	0.30	0.30
GIS Analyst	0.25	0.25	0.25	0.25
GIS Technician	0.25	0.25	0.25	0.25
Engineering Technician	0.10	0.00	0.00	0.00
TOTAL	**1.75**	**1.95**	**2.30**	**2.30**

Acct #	Account Title	FY13-14 Actual	FY14-15 Actual	FY15-16 Budgeted	FY15-16 Estimated	FY16-17 Adopted
650720						**WASTEWATER - MAINTENANCE**
7110	SALARIES	835,101	830,279	985,658	748,056	705,866
7120	OVERTIME	4,036	2,612	6,000	2,711	6,000
7130	VACATION/SICK CONVERSION	11,870	21,252	26,754	32,960	34,335
7170	STIPEND	-	-	-	3,450	-
7310	PERS (EMPLOYER)	239,341	276,394	332,768	251,189	266,535
7311	OTHER RETIREMENT BENEFIT	155	197	720	724	720
7312	POST RETIREMENT BENEFITS	43,752	43,547	44,850	44,850	33,848
7315	MEDICARE TAX	11,325	10,587	16,756	11,168	12,000
7325	CAFETERIA	167,268	169,756	212,460	154,055	149,445
7330	COMPENSATED ABSENCES	19,338	14,743	-	-	-
7335	WORKERS COMPENSATION	85,937	83,285	132,034	92,347	90,935
7340	LIFE INSURANCE	871	1,408	1,595	1,124	1,275
7345	LTD INSURANCE	610	797	869	551	840
7350	STD INSURANCE	333	359	399	248	385
7355	CAR ALLOWANCE	260	312	1,748	1,748	1,748
7360	UNIFORM ALLOWANCE	990	330	1,210	880	1,210
7370	EMPLOYEE PROF DEVELOPM	24	101	-	143	-
7396	MOVING EXPENSE REIMB	500	-	-	-	-
TOTAL	**SALARY & BENEFITS**	**1,421,710**	**1,455,958**	**1,763,821**	**1,346,204**	**1,305,142**
8140	JANITORIAL SUPPLIES	398	284	400	800	800
8150	OFFICE SUPPLIES	468	433	500	500	500
8160	OPERATING SUPPLIES	39,506	24,504	60,500	60,500	46,500
8170	UNIFORMS	968	2,224	5,250	3,000	5,250
8395	OTHER PROF/TECH SERVICES	-	-	13,000	13,000	13,000
8510	OVERHEAD REIMBURSEMENT	189,336	199,961	204,272	204,272	193,043
8511	FLEET/EQUIP REIMBURSEMEI	216,624	210,619	231,871	231,871	280,947
8515	LIABILITY INS CHG/PREMIUM	-	39,320	13,172	13,172	10,840
8516	PROPERTY INS CHG/PREMIUI	3,456	3,583	4,656	4,656	4,656
8528	COMMUNICATIONS	5,647	7,731	13,590	13,590	16,590
8532	COPIER RENT/MAINTENANCE	-	-	-	200	200
8534	DISPOSAL	5,064	250	16,000	16,000	16,000
8548	LAUNDRY	488	1,305	400	400	400
8552	MEMBERSHIP,DUES & LICENS	397	395	750	750	750
8560	PERMITS AND FEES	323	293	2,000	2,000	2,000
8564	PEST CONTROL	959	584	2,000	2,000	2,000
8574	RENT EXPENSE	-	2,378	2,000	2,000	3,000
8576	REPAIRS AND MAINTENANCE	58,324	75,552	140,250	140,250	176,250
8580	SECURITY GUARDS/SYSTEM	597	370	700	700	700
8586	SOFTWARE AGREEMENTS	1,167	3,147	8,000	8,000	8,000
8590	MEALS-W/O OVRNIGHT STAY	39	-	-	-	-
8594	TRAINING/MEETINGS/SCHOOI	1,273	11,364	10,000	6,000	15,000
8598	UTILITIES	9,850	9,307	13,200	13,200	13,200
TOTAL	**MAT'L, SVC & SUPPLIES**	**534,883**	**593,602**	**742,511**	**736,861**	**809,626**
9010	MINOR FURN&EQUIP <$10,00C	-	6,853	7,200	6,178	12,900
9035	FURN & EQUIP >$10,000	7,564	-	-	-	92,000
TOTAL	**CAPITAL OUTLAY**	**7,564**	**6,853**	**7,200**	**6,178**	**104,900**
	ACTIVITY TOTAL	**1,964,157**	**2,056,412**	**2,513,532**	**2,089,243**	**2,219,668**

DETAIL OF PERSONNEL SERVICES

JOB CLASSIFICATION	2013-2014 ACTUAL	2014-2015 ACTUAL	2015-2016 ACTUAL	2016-2017 ADOPTED
Assistant City Manager/Director of Public Works	0.05	0.05	0.20	0.20
Deputy City Manager/Director of Public Works	0.00	0.00	0.00	0.00
Deputy Director of Public Works	0.00	0.00	0.00	0.00
Deputy Director of Public Works - Operations	0.20	0.20	0.00	0.00
Deputy Director of Public Works - Development	0.10	0.10	0.00	0.00
Deputy Director of Public Works - Engineering	0.05	0.00	0.00	0.00
Senior Management Analyst	0.25	0.25	0.35	0.30
Management Analyst	0.00	0.00	0.00	0.50
Administrative Secretary	0.75	0.75	0.75	0.75
Secretary	0.30	0.30	0.30	0.30
Associate Engineer	0.25	0.25	0.25	0.25
Assistant Engineer	0.10	0.10	0.10	0.10
Senior Engineering Technician	0.00	0.40	0.40	0.40
Engineering Technician	0.70	0.35	0.35	0.35
Operations Manager	1.10	1.10	1.10	0.50
Maintenance Supervisor	0.00	0.00	0.00	0.50
Public Works Crew Leader	2.00	2.00	2.00	1.00
Public Works Equipment Operator	6.00	6.00	6.00	4.00
Public Works Maintenance Worker II	6.00	6.00	6.00	4.00
TOTAL	**17.85**	**17.85**	**17.80**	**13.15**

Acct #	Account Title	FY13-14 Actual	FY14-15 Actual	FY15-16 Budgeted	FY15-16 Estimated	FY16-17 Adopted
650730					**WASTEWATER-CUSTOMER SERV**	
7110	SALARIES	155,837	229,027	272,803	211,813	242,215
7130	VACATION/SICK CONVERSION	2,439	1,002	1,675	6,758	4,849
7170	STIPEND	-	-	-	750	-
7310	PERS (EMPLOYER)	44,490	75,749	92,101	70,717	91,460
7312	POST RETIREMENT BENEFITS	6,744	8,272	9,120	9,120	9,193
7315	MEDICARE TAX	2,496	3,653	4,638	3,414	4,118
7325	CAFETERIA	30,573	42,062	48,180	37,208	40,590
7330	COMPENSATED ABSENCES	(3,422)	16,554	-	-	-
7335	WORKERS COMPENSATION	1,874	7,331	11,405	8,555	13,057
7340	LIFE INSURANCE	403	585	746	538	704
7345	LTD INSURANCE	252	492	697	467	699
7350	STD INSURANCE	151	221	321	210	321
TOTAL	**SALARY & BENEFITS**	**241,837**	**384,948**	**441,686**	**349,550**	**407,206**
8150	OFFICE SUPPLIES	-	-	200	200	200
8160	OPERATING SUPPLIES	728	-	-	-	-
8330	DATA PROCESSING	197,197	185,081	481,420	202,000	206,500
8395	OTHER PROF/TECH SERVICES	46,780	105,501	215,000	130,000	215,000
8510	OVERHEAD REIMBURSEMENT	78,036	89,885	113,101	113,101	115,531
8524	BANK CHARGES AND FEES	38,159	91,648	51,000	68,000	68,000
8528	COMMUNICATIONS	1,871	1,899	2,400	2,400	2,400
8560	PERMITS AND FEES	4,623	-	17,550	17,550	17,550
8568	POSTAGE AND SHIPPING	46,415	70,845	63,210	55,000	63,210
8570	PRINTING AND BINDING	-	-	22,000	15,000	22,000
8576	REPAIRS AND MAINTENANCE	-	-	-	500	-
8584	SERVICE/MAINT CONTRACTS	349	-	500	-	500
8586	SOFTWARE AGREEMENTS	1,933	2,120	2,500	-	2,500
TOTAL	**MAT'L, SVC & SUPPLIES**	**416,091**	**546,978**	**968,881**	**603,751**	**713,391**
	ACTIVITY TOTAL	**657,929**	**931,926**	**1,410,567**	**953,301**	**1,120,597**

DETAIL OF PERSONNEL SERVICES

JOB CLASSIFICATION	2013-2014 ACTUAL	2014-2015 ACTUAL	2015-2016 ACTUAL	2016-2017 ADOPTED
Deputy City Manager / Director of Finance	0.05	0.00	0.00	0.00
Deputy Director of Public Works	0.00	0.00	0.10	0.10
City Engineer	0.00	0.00	0.10	0.10
Financial Operations Manager	0.10	0.30	0.20	0.10
Senior Accountant	0.50	0.50	0.50	0.50
Administrative Secretary	0.10	0.10	0.00	0.00
Customer Service Representative	1.80	1.80	1.80	1.00
Associate Engineer	0.00	0.50	0.50	0.50
Assistant Engineer	0.00	0.50	0.50	0.50
Engineering Technician	0.00	0.50	0.00	0.00
Senior Engineer Technician	0.20	0.00	0.50	0.50
TOTAL	**2.75**	**4.20**	**4.20**	**3.30**

Acct #	Account Title	FY13-14 Actual	FY14-15 Actual	FY15-16 Budgeted	FY15-16 Estimated	FY16-17 Adopted
650740						**WW-SWEEPING MAINTENANCE**
7110	SALARIES	170,285	178,390	184,988	184,200	167,599
7120	OVERTIME	2,153	1,202	2,000	2,839	2,000
7130	VACATION/SICK CONVERSION	2,598	5,980	5,381	2,930	4,779
7170	STIPEND	-	-	-	945	-
7310	PERS (EMPLOYER)	50,280	59,536	62,454	61,419	63,285
7312	POST RETIREMENT BENEFITS	7,716	7,663	7,871	7,871	8,358
7315	MEDICARE TAX	2,802	2,944	3,145	3,015	2,849
7325	CAFETERIA	34,965	36,810	38,280	37,755	36,900
7330	COMPENSATED ABSENCES	143	941	-	-	-
7335	WORKERS COMPENSATION	23,168	24,610	30,010	27,688	32,743
7340	LIFE INSURANCE	207	210	227	214	158
7345	LTD INSURANCE	41	56	76	62	-
7350	STD INSURANCE	24	25	35	28	-
7360	UNIFORM ALLOWANCE	330	-	330	330	330
TOTAL	**SALARY & BENEFITS**	**294,713**	**318,367**	**334,797**	**329,296**	**319,001**
8160	OPERATING SUPPLIES	2,645	2,669	3,500	1,000	3,500
8510	OVERHEAD REIMBURSEMENT	32,868	37,329	39,258	39,258	44,187
8511	FLEET/EQUIP REIMBURSEMEI	199,740	226,271	277,166	277,166	280,057
8528	COMMUNICATIONS	-	-	-	-	700
8576	REPAIRS AND MAINTENANCE	1,147	1,145	1,260	1,260	1,260
8594	TRAINING/MEETINGS/SCHOOI	-	-	2,000	2,000	2,000
TOTAL	**MAT'L, SVC & SUPPLIES**	**236,400**	**267,414**	**323,184**	**320,684**	**331,704**
	ACTIVITY TOTAL	**531,113**	**585,781**	**657,981**	**649,980**	**650,705**

DETAIL OF PERSONNEL SERVICES

JOB CLASSIFICATION	2013-2014 ACTUAL	2014-2015 ACTUAL	2015-2016 ACTUAL	2016-2017 ADOPTED
Operations Manager	0.15	0.15	0.15	0.00
Senior Management Analyst	0.00	0.00	0.05	0.00
Public Works Equipment Operator	3.00	3.00	3.00	3.00
TOTAL	**3.15**	**3.15**	**3.20**	**3.00**

Acct #	Account Title	FY13-14 Actual	FY14-15 Actual	FY15-16 Budgeted	FY15-16 Estimated	FY16-17 Adopted
650750						**WASTEWATER - NPDES**
7110	SALARIES	446,028	410,422	442,203	383,366	844,688
7120	OVERTIME	-	-	500	-	500
7130	VACATION/SICK CONVERSION	4,443	5,834	9,127	15,008	13,878
7170	STIPEND	-	-	-	1,515	-
7310	PERS (EMPLOYER)	127,172	134,905	146,262	127,843	315,554
7311	OTHER RETIREMENT BENEFIT	-	237	-	-	-
7312	POST RETIREMENT BENEFITS	15,444	14,110	12,993	12,993	35,798
7315	MEDICARE TAX	6,798	6,390	7,518	6,367	14,360
7325	CAFETERIA	67,582	66,115	68,010	60,268	158,055
7330	COMPENSATED ABSENCES	6,882	6,651	-	-	-
7335	WORKERS COMPENSATION	13,005	10,954	15,682	12,233	82,805
7340	LIFE INSURANCE	1,111	959	1,059	866	1,688
7345	LTD INSURANCE	772	829	983	748	1,382
7350	STD INSURANCE	463	373	456	336	634
TOTAL	**SALARY & BENEFITS**	**689,699**	**657,779**	**704,793**	**621,543**	**1,469,342**
8150	OFFICE SUPPLIES	3,529	2,209	4,900	4,000	4,900
8160	OPERATING SUPPLIES	159	1,449	3,000	2,000	3,000
8345	LEGAL SERVICES	-	-	7,500	7,500	7,500
8363	SYSTEM / COMPUTER ANALYS	5,000	-	25,000	20,000	25,000
8395	OTHER PROF/TECH SERVICES	181,919	163,419	480,000	200,000	430,000
8510	OVERHEAD REIMBURSEMENT	133,284	142,821	140,079	140,079	219,977
8511	FLEET/EQUIP REIMBURSEMEN	14,304	14,604	10,536	10,536	5,241
8522	ADVERTISING	-	-	500	500	500
8528	COMMUNICATIONS	715	760	1,000	600	1,000
8530	CONTRIBUTIONS	500	250	750	750	750
8532	COPIER RENT/MAINTENANCE	-	-	200	200	200
8560	PERMITS AND FEES	40,187	36,985	51,000	50,000	51,000
8570	PRINTING AND BINDING	2,364	2,394	8,000	4,000	8,000
8572	PROMOTIONS	4,379	4,420	8,000	5,000	8,000
8576	REPAIRS AND MAINTENANCE	632	380	3,359	3,359	3,359
8586	SOFTWARE AGREEMENTS	39,160	39,200	49,820	49,820	49,820
8594	TRAINING/MEETINGS/SCHOOI	-	925	6,500	8,000	10,000
TOTAL	**MAT'L, SVC & SUPPLIES**	**426,132**	**409,816**	**800,144**	**506,344**	**828,247**
	ACTIVITY TOTAL	**1,115,831**	**1,067,595**	**1,504,937**	**1,127,887**	**2,297,589**

DETAIL OF PERSONNEL SERVICES

JOB CLASSIFICATION	2013-2014 ACTUAL	2014-2015 ACTUAL	2015-2016 ACTUAL	2016-2017 ADOPTED
Deputy Director of Public Works	0.00	0.00	0.30	0.30
City Engineer	0.00	0.00	0.10	0.10
Deputy Director of Public Works - Development	0.30	0.30	0.00	0.00
Deputy Director of Public Works - Engineering	0.05	0.00	0.00	0.00
Principal Civil Engineer	0.00	0.00	0.05	0.05
Associate Engineer	1.10	1.10	1.10	1.10
Assistant Civil Engineer	0.50	0.50	0.10	0.50
Supervising Engineering Technician	0.05	0.05	0.00	0.00
Senior Management Analyst	0.15	0.15	0.15	0.15
Administrative Secretary	0.20	0.20	0.20	0.20
Secretary	0.30	0.30	0.30	0.30
Senior Engineering Technician	0.85	0.85	0.95	0.95
Public Works Inspector	0.10	0.10	0.00	0.00
Engineering Technician	0.20	0.20	0.20	0.20
Code Compliance Officer	1.00	1.00	1.00	1.00
Geographic Information Systems Analyst	0.75	0.75	0.50	0.50
Geographic Information Systems Technician	0.75	0.75	0.50	0.50
Operations Manager	0.00	0.00	0.00	0.50
Maintenance Supervisor	0.00	0.00	0.00	0.50
Public Works Crew Leader	0.00	0.00	0.00	1.00
Equipment Operator	0.00	0.00	0.00	3.00
Public Works Maintenance Worker	0.00	0.00	0.00	2.00
TOTAL	**6.30**	**6.25**	**5.45**	**12.85**

Acct #	Account Title	FY13-14 Actual	FY14-15 Actual	FY15-16 Budgeted	FY15-16 Estimated	FY16-17 Adopted
650950						**WASTEWATER-EQUIP/IT REP**
8160	OPERATING SUPPLIES	-	-	800	-	200
8190	VEHICLE ACCESSORIES	-	147,914	25,000	27,792	26,000
8576	REPAIRS AND MAINTENANCE	-	-	1,900	-	2,000
8584	SERVICE/MAINT CONTRACTS	-	-	8,200	32,208	5,000
TOTAL	**MAT'L, SVC & SUPPLIES**	**-**	**147,914**	**35,900**	**60,000**	**33,200**
9040	VEHICLES	-	43,883	172,000	96,939	74,000
TOTAL	**CAPITAL OUTLAY**	**-**	**43,883**	**172,000**	**96,939**	**74,000**
	ACTIVITY TOTAL	**-**	**191,797**	**207,900**	**156,939**	**107,200**

ACTIVITY: CITY CAPITAL IMPROVEMENT PROJECTS **ACTIVITY NO: 501000**

Description:

Projects for the repair, improvement, and preservation of City-owned facilities and equipment. Funds are allocated for the improvement and repair of City-owned facilities and equipment. Requested projects are prioritized through the Five-Year Capital Improvement Plan (CIP) process. In addition, several projects, either in progress or not yet started, are being re-budgeted from prior fiscal years.

Financial Comments:

Projects totaling $5,808,357 are anticipated in FY 2016-17 within this budget activity. Non-General Fund sources are sought first for funding these projects. If the projects do not qualify for Non-General Fund sources or those resources have been exhausted given the project timeline, then the General Fund is selected as the funding source of last resort.

PUBLIC WORKS CITY PROGRAM
CAPITAL IMPROVEMENT PROJECTS
FISCAL YEAR 2016-2017

PROJECT DESCRIPTION	PROJECT NO.	BUDGET
ECPAC Improvements	IFM3471	3,183,015
City Functional Maintenance	IFM1701	75,000
Parking Lot Maintenance	IFM1702	40,000
Public Safety Functional Maintenance	IFM1703	75,000
Security Improvements	IFM1705	80,000
Elevator Improvements	IFM3469	150,000
City Council Chambers Audio Visual Improvements	IFM3524	88,342
Public Works Operations Generators	IFM3527	325,000
City Hall and Council Chambers HVAC	IFM3389	1,473,000
Fire Station Extractors	IFM3551	35,000
Transfer out to Park CIP		284,000
Total Improvements		**5,808,357**

FUNDING SOURCES	AMOUNT
Community Development Block Grant	550,000
General Fund	4,166,607
Heartland Fire Training (7th of 10 payments for prior year project - Final FY19-20)	66,500
Successor Agency RDA 2007 Bonds	781,500
Gas Tax	81,250
Wastewater	162,500
Total Sources	**5,808,357**

CAPITAL IMPROVEMENT PROJECT
FISCAL YEAR 2016 - 2017

PROJECT NAME: **ECPAC IMPROVEMENTS** **ACTIVITY:** **501000**
PROJECT NO: **IFM3471**

Description:

The East County Performing Arts Center (ECPAC) facility requires major renovation in order to bring the facility into compliance with current building codes. Major improvements will be made to the HVAC system. In addtion, renovations may include roof improvements, ADA improvements, audio, video, and lighting improvements. Interior refurbishment includes carpet, painting, concession stand improvements, furnishings, and equipment. The roof improvements include new Title 24 compliant membrane roofing and repairs to the standing metal seam roof. Also, the existing emergency generator will be replaced.

Justification:

This building is over 30 years old and should be renovated in order to continue to provide a first-class performing arts center for the community.

Scheduling:

It is anticipated that construction will begin in Fiscal Year 2015-16 with completion in 2017.

Relationship to General & Community Plans:

These renovations will allow the City to continue to provide a first class performing arts center for the community. This project is consistent with the General Plan.

Operating Budget Impact:

The lighting, HVAC, and new Title 24 cool roof will help to reduce future operating cost due to reduced energy consumption. Additionally, maintenance cost will be reduced because of the new energy efficient equipment.

	Prior Year(s) Expend Actual	Current Year Expend Estimate	Appropriation FY 16-17	Est. Project Costs Through FY 16-17
Architectural Services (8315)	307,884	140,000	**125,000**	572,884
Consulting Services (8325)				-
Engineering Services (8335)				-
Engineering Services-Internal (8336)				-
Inspection Services-Internal (8337)			**50,000**	50,000
Legal Services (8345)				-
Other Prof/Tech Services (8395)				-
Advertising (8522)		380		380
Permits & Fees (8560)		100		100
Printing (8570)		121		121
Construction-Buildings (9060)		168,500	**2,908,015**	3,076,515
Infrastructure (9065)				-
Relocation Costs (9080)				-
Other Misc. Expenses (8524, 8568, 8576 & 8594)				-
Land Improvements / Abatement & Demo (9055)				-
Contingency (9060)			**100,000**	100,000
PROJECT COST TOTAL:	307,884	309,101	**3,183,015**	3,800,000

Source(s) of Funds:				
General Fund	307,884	140,601	**1,851,515**	2,300,000
CDBG			**550,000**	550,000
Successor Agency 2007 RDA Bonds		168,500	**631,500**	800,000
Successor Agency 2007 RDA Bonds - pending			**150,000**	150,000
FUNDING TOTAL:	307,884	309,101	**3,183,015**	**3,800,000**

CAPITAL IMPROVEMENT PROJECT
FISCAL YEAR 2016 - 2017

DESCRIPTION

PROJECT NAME: **CITY FUNCTIONAL MAINTENANCE** **ACTIVITY:** **501000**

PROJECT NO: **IFM1701**

Description:

Funding for unforeseen emergency repairs and projects over and above routine maintenance activities in order to prolong the current facilities' functionality, security, and effective service life.

Justification:

As needs arise, it becomes essential that unforeseen facility modifications and/or projects be initiated to meet immediate functional requirements of the City. Requested funding ensures that critical issues (such as employee safety, internal security, structural deficiencies, etc.) can be properly addressed in a timely manner.

Scheduling:

On-going.

Relationship to General & Community Plans:

Maintaining functionality standards for the public and employees of the City.

Operating Budget Impact:

Some energy savings may be realized as all replacement equipment should be more energy efficient.

	Prior Year(s) Expend Actual	Current Year Expend Estimate	Appropriation FY 16-17	Est. Project Costs Through FY 16-17
Architectural Services (8315)			**5,000**	5,000
Consulting Services (8325)				-
Engineering Services (8335)			**5,000**	5,000
Engineering Services-Internal (8336)				-
Legal Services (8345)				-
Other Prof/Tech Services (8395)			**5,000**	5,000
Advertising (8522)				-
Permits & Fees (8560)				-
Land Acquisition (9050)				-
Construction-Buildings (9060)			**10,000**	10,000
Infrastructure (9065)				-
Relocation Costs (9080)				-
Repairs & Maintenance (8576)			**50,000**	50,000
Land Improvements / Abatement & Demo (9055)				-
Contingency (9060)				-
PROJECT COST TOTAL:	-	-	**75,000**	75,000

Source(s) of Funds:				
General Fund			**75,000**	75,000
FUNDING TOTAL:	-	-	**75,000**	75,000

CAPITAL IMPROVEMENT PROJECT
FISCAL YEAR 2016 - 2017

DESCRIPTION

PROJECT NAME: **PARKING LOT MAINTENANCE** **ACTIVITY:** **501000**

PROJECT NO: **IFM1702**

Description:

Repair and maintenance of City parking lots. Improvements include, but are not limited to, patch, repair and slurry seal of the parking lot surface and installation of LED lighting.

Justification:

Public Works systematically reviews the condition of the parking lots and schedules resurfacing as needed. This preventative maintenance is the most effective method of facility management.

Scheduling:

On-going.

Relationship to General & Community Plans:

These repairs will provide a smoother surface and maintain public facilities.

Operating Budget Impact:

These repairs will extend the life of the pavement, thereby reducing maintenance costs.

	Prior Year(s) Expend Actual	Current Year Expend Estimate	Appropriation FY 16-17	Est. Project Costs Through FY 16-17
Architectural Services (8315)				-
Consulting Services (8325)				-
Engineering Services (8335)				-
Engineering Services-Internal (8336)				-
Legal Services (8345)				-
Other Prof/Tech Services (8395)				-
Advertising (8522)				-
Permits & Fees (8560)				-
Land Acquisition (9050)				-
Construction-Buildings (9060)				-
Infrastructure (9065)			**40,000**	40,000
Relocation Costs (9080)				-
Other Misc. Expenses (8524, 8568, 8576 & 8594)				-
Land Improvements / Abatement & Demo (9055)				-
Contingency (9060)				-
PROJECT COST TOTAL:	-	-	**40,000**	40,000

Source(s) of Funds:				
General Fund			**40,000**	40,000
				-
FUNDING TOTAL:	-	-	**40,000**	40,000

CAPITAL IMPROVEMENT PROJECT
FISCAL YEAR 2016 - 2017

DESCRIPTION

PROJECT NAME: **PUBLIC SAFETY FUNCTIONAL MAINTENANCE** **ACTIVITY:** **501000**

PROJECT NO: **IFM1703**

Description:

Fund unforeseen projects over and above routine maintenance activities that prolong the facility's functionality, security, and effective service life of the Police and Fire Stations.

Justification:

As need arises, it becomes essential that facility modifications and/or projects be initiated to meet immediate functional requirements of the Police and Fire Departments. Requested funding ensures that critical issues (such as employee safety, security, structural deficiencies, etc.) can be properly addressed.

Scheduling:

On-going.

Relationship to General & Community Plans:

Maintains minimum functionality standards.

Operating Budget Impact:

Some energy savings may be realized as all replacement equipment should be more energy efficient.

	Prior Year(s) Expend Actual	Current Year Expend Estimate	Appropriation FY 16-17	Est. Project Costs Through FY 16-17
Operating Supplies (8160)			**5,000**	5,000
Architectural Services (8315)				-
Consulting Services (8325)				-
Engineering Services (8335)				-
Engineering Services-Internal (8336)				-
Janitorial (8544)				-
Other Prof/Tech Services (8395)				-
Advertising (8522)				-
Permits & Fees (8560)				-
Land Acquisition (9050)				-
Construction-Buildings (9060)			**10,000**	10,000
Infrastructure (9065)				-
Relocation Costs (9080)				-
Repairs & Maintenance (8576)			**60,000**	60,000
Land Improvements / Abatement & Demo (9055)				-
Security (8580)				-
PROJECT COST TOTAL:	-	-	**75,000**	**75,000**

Source(s) of Funds:				
General Fund			**75,000**	75,000
FUNDING TOTAL:	-	-	**75,000**	75,000

CAPITAL IMPROVEMENT PROJECT
FISCAL YEAR 2016 - 2017

DESCRIPTION

PROJECT NAME: **SECURITY IMPROVEMENTS** **ACTIVITY:** **501000**

PROJECT NO: **IFM1705**

Description:

Security improvements are recommended to be install at all remaining City facilities. This funding will be used to update cameras and infrastructure at City Hall, Recreation Centers, Parks, and Fire Stations in order to ensure that they meet the requirements of the new consolidated video system planned for Fiscal Year 2016-17 and are able to connect to the master system for consolidated management and storage.

Justification:

Improvements in technology will allow for improved security at City facilities and provide a safe environment for residents and City staff.

Scheduling:

In Fiscal Year 2016-17, security upgrades will be installed at City Hall.

Relationship to General & Community Plans:

Maintains minimum functionality standards.

Operating Budget Impact:

Funding has been appropriated in the operating budget for maintenance and repair of new cameras installed in this project.

	Prior Year(s) Expend Actual	Current Year Expend Estimate	Appropriation FY 16-17	Est. Project Costs Through FY 16-17
Operating Supplies (8160)				-
Architectural Services (8315)				-
Consulting Services (8325)				-
Engineering Services (8335)				-
Engineering Services-Internal (8336)				-
Janitorial (8544)				-
Other Prof/Tech Services (8395)				-
Advertising (8522)				-
Permits & Fees (8560)				-
Land Acquisition (9050)				-
Construction-Buildings (9060)				-
Infrastructure (9065)			**80,000**	80,000
Relocation Costs (9080)				-
Repairs & Maintenance (8576)				-
Land Improvements / Abatement & Demo (9055)				-
Security (8580)				-
PROJECT COST TOTAL:	-	-	**80,000**	**80,000**

Source(s) of Funds:				
General Fund			**80,000**	80,000
FUNDING TOTAL:	-	-	**80,000**	80,000

CAPITAL IMPROVEMENT PROJECT
FISCAL YEAR 2016 - 2017

PROJECT NAME: **ELEVATOR IMPROVEMENTS**

ACTIVITY: **501000**
PROJECT NO: **IFM3469**

Description:

Improvements and upgrades to the elevators at City Hall.

Justification:

These elevators are over 36 years old and the door actuator and other components must be replaced.

Scheduling:

A professional agreement for elevator consulting services is in place and the project is anticipated to be bid in summer 2016.

Relationship to General & Community Plans:

This project will help to ensure that staff and patrons have adequate access to City Hall.

Operating Budget Impact:

Anticipated decrease in maintenance cost.

	Prior Year(s) Expend Actual	Current Year Expend Estimate	Appropriation FY 16-17	Est. Project Costs Through FY 16-17
Architectural Services (8315)				-
Consulting Services (8325)			**25,000**	25,000
Engineering Services (8335)				-
Engineering Services-Internal (8336)				-
Legal Services (8345)				-
Other Prof/Tech Services (8395)				-
Advertising (8522)			**250**	250
Permits & Fees (8560)			**50**	50
Land Acquisition (9050)				-
Construction-Buildings (9060)			**124,700**	124,700
Infrastructure (9065)				-
Printing & Binding (8570)				-
Other Misc. Expenses (8524, 8568, 8576 & 8594)				-
Land Improvements / Abatement & Demo (9055)				-
Contingency (9060)				-
PROJECT COST TOTAL:	-	-	**150,000**	150,000

Source(s) of Funds:				
General Fund			**150,000**	150,000
				-
				-
FUNDING TOTAL:	-	-	**150,000**	150,000

CAPITAL IMPROVEMENT PROJECT
FISCAL YEAR 2016 - 2017

DESCRIPTION

PROJECT NAME: **CITY COUNCIL CHAMBERS AUDIO VISUAL IMPROVEMENTS** **ACTIVITY:** **501000**

PROJECT NO: **IFM3524**

Description:
Technological improvements to include audio, video and teleconferencing improvements at City Council Chambers. The design and parts bid specifications will be handled by the Information Technologies Division with the assistance of a consultant. The installation of the equipment will be performed by the Facilities Operations Division.

Justification:
This building is over 30 years old and the technology is inadequate.

Scheduling:
The design will be completed by June 2016 with installation scheduled for September 2016.

Relationship to General & Community Plans:
Maintaining functionality standards for the public and employees of the City.

Operating Budget Impact:
Some energy savings may be realized as replacement equipment should be more energy efficient.

	Prior Year(s) Expend Actual	Current Year Expend Estimate	Appropriation FY 16-17	Est. Project Costs Through FY 16-17
Architectural Services (8315)				-
Consulting Services (8325)			**8,000**	8,000
Engineering Services (8335)				-
Engineering Services-Internal (8336)				-
Legal Services (8345)				-
Other Prof/Tech Services (8395)				-
Advertising (8522)			**250**	250
Permits & Fees (8560)			**50**	50
Land Acquisition (9050)				-
Construction-Buildings (9060)		1,658	**80,042**	81,700
Infrastructure (9065)				-
Relocation Costs (9080)				-
Repairs & Maintenance (8576)				-
Land Improvements / Abatement & Demo (9055)				-
Contingency (9060)				-
PROJECT COST TOTAL:	-	1,658	**88,342**	90,000

Source(s) of Funds:				
General Fund		1,658	**88,342**	90,000
FUNDING TOTAL:	-	1,658	**88,342**	90,000

CAPITAL IMPROVEMENT PROJECT
FISCAL YEAR 2016 - 2017

PROJECT NAME: **PUBLIC WORKS OPERATIONS GENERATORS** **ACTIVITY:** **501000**

PROJECT NO: **IFM3527**

Description:

Installation of automatic transfer switches and new electrical switch gears at the Public Works Operations Facility. This will not include the purchase of generators. The City will instead contract out with a generator supplier to provide generators during emergencies.

Justification:

The Public Works Operation Facility must be operational during emergency situations and be capable of providing essential services to City emergency personnel as well as the public. During an emergency situation, generators will be rented. The new electrical panel will be ready to support the new "plug and use" generators the City leases.

Scheduling:

The project is anticipated to be bid in summer 2016.

Relationship to General & Community Plans:

This project will help keep the City's personnel functioning during emergency situations to minimize risk to life and property resulting from disasters.

Operating Budget Impact:

Potential increase in operating budget due to Air Pollution Control District permits and maintenance agreement.

	Prior Year(s) Expend Actual	Current Year Expend Estimate	Appropriation FY 16-17	Est. Project Costs Through FY 16-17
Architectural Services (8315)		5,443	**24,700**	30,143
Consulting Services (8325)				-
Engineering Services (8335)				-
Engineering Services-Internal (8336)				-
Legal Services (8345)				-
Other Prof/Tech Services (8395)				-
Advertising (8522)			**250**	250
Permits & Fees (8560)			**50**	50
Land Acquisition (9050)				-
Construction-Buildings (9060)			**300,000**	300,000
Infrastructure (9065)				-
Printing & Binding (8570)				-
Other Misc. Expenses (8524, 8568, 8576 & 8594)				-
Land Improvements / Abatement & Demo (9055)				-
Contingency (9060)				-
PROJECT COST TOTAL:	-	5,443	**325,000**	330,443

Source(s) of Funds:				
Gas Tax		1,952	**81,250**	83,202
General Fund			**81,250**	81,250
Wastewater		3,491	**162,500**	165,991
				-
FUNDING TOTAL:	-	5,443	**325,000**	330,443

CAPITAL IMPROVEMENT PROJECT
FISCAL YEAR 2016 - 2017

PROJECT NAME: **CITY HALL AND COUNCIL CHAMBERS HVAC** **ACTIVITY:** **501000**
PROJECT NO: **IFM3389**

Description:
Replace air conditioning coils and controls, install variable frequency drive systems for the cooling tower and condenser pumps, and replace boilers and package air conditioning units at City Hall and the Council Chambers.

Justification:
The current equipment and controls are over 36 years old and are at the end of their useful life expectancy. In order to provide uninterrupted cooling/heating to these facilities, the systems will need to be replaced.

Scheduling:
Plans and specifications will be re-bid. It is anticipated they will be completed in May 2016. Construction is anticipated to begin in August 2016.

Relationship to General & Community Plans:
Replacing this equipment will help to ensure a comfortable environment for City customers and staff.

Operating Budget Impact:
Replacing this equipment will help reduce energy consumption and utility costs.

	Prior Year(s) Expend Actual	Current Year Expend Estimate	Appropriation FY 16-17	Est. Project Costs Through FY 16-17
Architectural Services (8315)	116,822	18,000	**20,000**	154,822
Consulting Services (8325)				-
Engineering Services (8335)	7,999			7,999
Engineering Services-Internal (8336)				-
Legal Services (8345)				-
Other Prof/Tech Services (8395)				-
Advertising (8522)		250		250
Permits & Fees (8560)		50		50
Land Acquisition (9050)				-
Construction-Buildings (9060)			**1,450,000**	1,450,000
Infrastructure (9065)				-
Relocation Costs (9080)				-
Printing & Binding (8570)			**3,000**	3,000
Land Improvements / Abatement & Demo (9055)				-
Contingency (9060)				-
PROJECT COST TOTAL:	124,821	18,300	**1,473,000**	1,616,121

Source(s) of Funds:				
General Fund	124,821	18,300	**1,473,000**	1,616,121
FUNDING TOTAL:	124,821	18,300	**1,473,000**	1,616,121

CAPITAL IMPROVEMENT PROJECT
FISCAL YEAR 2016 - 2017

DESCRIPTION

PROJECT NAME: **FIRE STATION EXTRACTORS** **ACTIVITY:** **501000**

PROJECT NO: **IFM3551**

Description:
Heavy duty industrial grade washing machines to clean the Firefighters soiled turn outs.

Justification:
The Firefighters turnouts are exposed to smoke and other noxious chemicals during fires and hazardous materials incidents. The turnouts must be removed and washed outside of the Fire Stations so that the hazardous fumes and residue are not brought into the living and work areas of the Fire Stations.

Scheduling:
Currently, Fire Station 7 does not have an extractor. In Fiscal Year 2016-17 a new extractor will be installed in Fire Station 7. Thereafter, the extractors will be replaced as capital outlay requests at the other three stations every five years at the rate of one per year.

Relationship to General & Community Plans:
This project will facilitate more efficient Public Safety administrative, operational and support functions.

Operating Budget Impact:
Some energy savings may be realized as all replacement equipment should be more energy efficient.

	Prior Year(s) Expend Actual	Current Year Expend Estimate	Appropriation FY 16-17	Est. Project Costs Through FY 16-17
Architectural Services (8315)			**5,000**	5,000
Consulting Services (8325)				-
Engineering Services (8335)				-
Engineering Services-Internal (8336)				-
Legal Services (8345)				-
Other Prof/Tech Services (8395)				-
Advertising (8522)				-
Permits & Fees (8560)				-
Office Supplies (8150)				-
Construction-Buildings (9060)			**10,000**	10,000
Infrastructure (9065)				-
Postage & Shipping (8548)				-
Printing & Binding (8570)				-
Furniture, Machinery, and Equipment (9035)			**20,000**	
Land Improvements / Abatement & Demo (9055)				-
Contingency (9060)				-
PROJECT COST TOTAL:	-	-	**35,000**	15,000

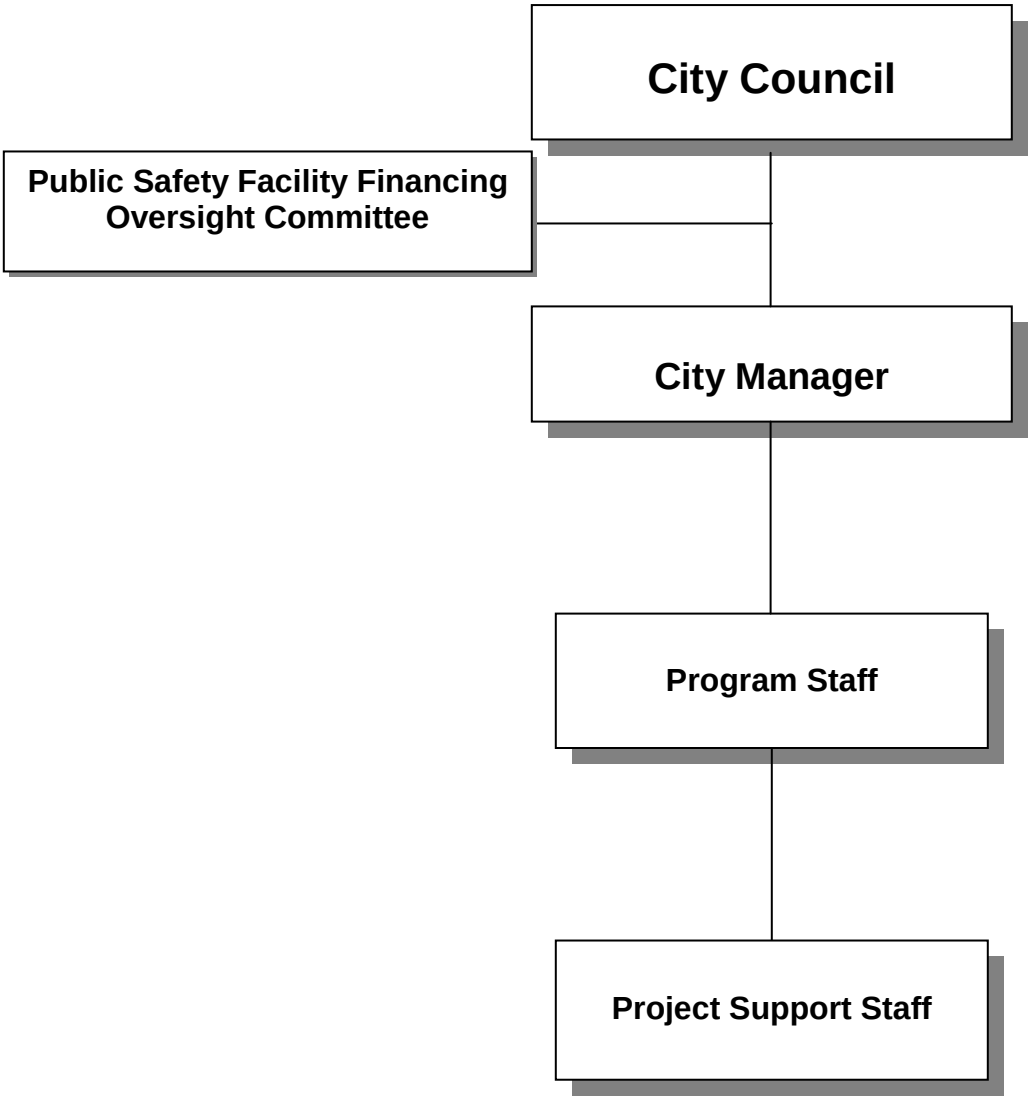
Source(s) of Funds:				
				-
General Fund			**35,000**	35,000
				-
FUNDING TOTAL:	-	-	**35,000**	35,000

FY 2016-2017 ANNUAL BUDGET
DEPARTMENT EXPENDITURE WORKSHEET

Acct #	Account Title	FY13-14 Actual	FY14-15 Actual	FY15-16 Budgeted	FY15-16 Estimated	FY16-17 Adopted
501000						**CITY CAPITAL IMPROV PROG**
8160	OPERATING SUPPLIES	646	4,718	5,000	1,000	5,000
8315	ARCHITECTURAL SERVICES	252,854	390,916	391,200	236,259	179,700
8325	CONSULTING SERVICES	-	8,000	30,000	17,000	33,000
8335	ENGINEERING SERVICES	-	999	5,000	-	5,000
8336	INTERNAL ENG DESIGN	17,246	-	5,000	1,189	-
8337	INTERNAL INSPECT/MGMT	-	-	-	791	50,000
8395	OTHER PROF/TECH SERVICES	-	1,888	47,000	10,000	5,000
8522	ADVERTISING	380	960	1,500	530	750
8560	PERMITS AND FEES	1,570	150	350	150	150
8570	PRINTING AND BINDING	4,478	133	9,000	121	3,000
8576	REPAIRS AND MAINTENANCE	117,379	109,880	138,000	141,500	110,000
8580	SECURITY GUARDS/SYSTEM	-	-	3,000	-	-
8860	ERAF/AFFECT TAX ENTITIES	-	1,234,000	-	-	-
TOTAL	**MAT'L, SVC & SUPPLIES**	**394,552**	**1,751,644**	**635,050**	**408,539**	**391,600**
9010	MINOR FURN&EQUIP <$10,000	1,923	6,113	-	997	-
9035	FURN & EQUIP >$10,000	-	-	20,000	-	20,000
9050	LAND	-	179,000	36,000	-	-
9060	BUILDINGS & IMPROVEMENTS	368,341	1,037,398	8,014,800	1,427,914	4,992,757
9065	INFRASTRUCTURE	73,026	16,836	1,020,000	260,000	120,000
TOTAL	**CAPITAL OUTLAY**	**443,290**	**1,239,347**	**9,090,800**	**1,688,911**	**5,132,757**
9080	RELOCATION COSTS	3,500	7,000	-	-	-
9910	TRANSFER OUT	136,811	141,168	191,490	-	284,000
TOTAL OTHER FINANCING USES		**140,311**	**148,168**	**191,490**	**-**	**284,000**
ACTIVITY TOTAL		**978,154**	**3,139,159**	**9,917,340**	**2,097,450**	**5,808,357**

Public Safety Facility

FY 2016-2017



ACTIVITY: PUBLIC SAFETY FACILITY - ADMINISTRATION **ACTIVITY NO: 502000**

Description:
The Public Safety Facility fund was established to manage/monitor revenues and expenditures generated by the one-half cent Public Safety Facilities Transactions and Use (District) Tax approved by voters in the November 2004 election. The additional sales tax became effective April 1, 2005 and was in place for ten years, until March 30, 2015. The purpose of these funds were to build a new public safety facility, a new animal shelter, and make upgrades to existing fire facilities in order to better serve the community needs.

This budget activity is for any program expense, which is not project specific.

Prior Fiscal Year Highlights:
The Public Safety Facility Financing Oversight Committee met two times over the past fiscal year to review budget, revenues, expenditures and the overall progress of the program.

The Oversight Committee prepared the Annual Report for Council stating that they had no concerns with the financial information provided and presented the report to the City Council on February 26, 2016.

The Committee continued to work with the State Board of Equalization, business owners, and residents to clarify the proper application of the District Tax within the parameters established by the passage of Proposition O.

The Committee reviewed reports prepared by MuniServices, LLC, to provide sales tax and use tax auditing to ensure payment and proper allocation of Proposition O sales tax revenues.

Goals:
- Ensure prudent use of taxpayer dollars in the planning, design, and construction of new public safety facilities.
- Respond to all public inquiries on all sales tax related questions.
- Continue to provide regular updates to the Council, the Oversight Committee, City employees, and the public on the status of program and project related activity.

Financial Comments:
The special sales tax ended on March 31, 2015. Therefore, there will be no additional revenue accumulated in Fiscal Year 2016-17. The City received a total of $81,528,774 in sales tax revenue since inception on April 1, 2005.

FY 2016-2017 ANNUAL BUDGET
DEPARTMENT EXPENDITURE WORKSHEET

Acct #	Account Title	FY13-14 Actual	FY14-15 Actual	FY15-16 Budgeted	FY15-16 Estimated	FY16-17 Adopted
502000						**PUBLIC SFTY FACILITY**
7110	SALARIES	18,353	13,757	7,988	8,378	-
7310	PERS (EMPLOYER)	5,230	2,512	2,697	2,727	-
7312	POST RETIREMENT BENEFITS	-	-	250	250	-
7315	MEDICARE TAX	389	215	135	133	-
7325	CAFETERIA	1,433	1,140	1,170	1,170	-
7335	WORKERS COMPENSATION	201	108	78	74	-
7340	LIFE INSURANCE	85	21	21	23	-
7345	LTD INSURANCE	76	19	22	21	-
7350	STD INSURANCE	46	9	10	10	-
TOTAL	**SALARY & BENEFITS**	**25,812**	**17,781**	**12,371**	**12,786**	**-**
8150	OFFICE SUPPLIES	-	-	100	50	100
8160	OPERATING SUPPLIES	29	29	300	100	300
8310	ACCOUNTING & AUDITING SV	8,846	7,916	11,400	7,000	10,000
8395	OTHER PROF/TECH SERVICES	3,087	-	-	-	-
8524	BANK CHARGES AND FEES	2,120	2,120	2,150	550	-
8594	TRAINING/MEETINGS/SCHOOI	-	64	200	100	200
TOTAL	**MAT'L, SVC & SUPPLIES**	**14,082**	**10,130**	**14,150**	**7,800**	**10,600**
9910	TRANSFER OUT	7,902,600	7,886,158	5,190,227	5,206,673	-
TOTAL OTHER FINANCING USES		**7,902,600**	**7,886,158**	**5,190,227**	**5,206,673**	**-**
ACTIVITY TOTAL		**7,942,494**	**7,914,069**	**5,216,748**	**5,227,259**	**10,600**

ACTIVITY: PUBLIC SAFETY FACILITY - PROJECTS **ACTIVITY NO: 502900**

Description:
The Public Safety Facility fund was established to manage/monitor revenues and expenditures generated by the one-half cent Public Safety Facilities Transactions and Use (District) Tax approved by voters in the November 2004 election. The additional sales tax became effective April 1, 2005 and was in place for ten years, until March 30, 2015. The purpose of these funds were to build a new public safety facility, a new animal shelter, and make upgrades to existing fire facilities in order to better serve the community needs.

This budget activity was established to monitor all expenditures that are project specific. The requested budget is for the current fiscal year only. Project activity will occur over many fiscal years and the total project budget will be updated regularly.

Prior Fiscal Year Highlights:

Animal Control Facility:

- The City has hired an architect and construction manager for the project.
- The City determined it will not build a shelter that will service the City of Lemon Grove and Santee at this time and is in discussions with the City of La Mesa about continuing to provide services at the El Cajon Animal Control Facility. There will be space left for future expansion, should those Cities desire to jointly use El Cajon's facility.
- A preliminary floor plan has been created and the schematic design process has begun.

Goals:
Public Safety Center:

- Maintain the various operational systems and components of the facility to maximize longevity.
- Maximize cost-saving and energy-efficient methods of operation.

Animal Control Facility:

- To build an efficient, cost-effective, and top-notch facility that will enhance the service of animal control and animal sheltering for the animals of El Cajon residents.

Other Public Safety Facility Improvements to Fire Stations:

- Installation of new exhaust systems at Fire Stations 8 and 9.
- Installation of a heavy duty industrial grade washing machine to clean the Firefighters soiled turn outs at Fire Station 7.

Financial Comments:
The funding allocated in Fiscal Year 2016-17 is primarily for the development and construction of the new Animal Control Facility. The cumulative project budget is anticipated to be approximately $10 million of Proposition O funding. Remaining Proposition O funds will be used for improvements to other public safety facilities.

ACTIVITY: PUBLIC SAFETY FACILITY - ADMINISTRATION **ACTIVITY NO: 502000**

Description:
The Public Safety Facility fund was established to manage/monitor revenues and expenditures generated by the one-half cent Public Safety Facilities Transactions and Use (District) Tax approved by voters in the November 2004 election. The additional sales tax became effective April 1, 2005 and was in place for ten years, until March 30, 2015. The purpose of these funds were to build a new public safety facility, a new animal shelter, and make upgrades to existing fire facilities in order to better serve the community needs.

This budget activity is for any program expense, which is not project specific.

Prior Fiscal Year Highlights:
The Public Safety Facility Financing Oversight Committee met two times over the past fiscal year to review budget, revenues, expenditures and the overall progress of the program.

The Oversight Committee prepared the Annual Report for Council stating that they had no concerns with the financial information provided and presented the report to the City Council on February 26, 2016.

The Committee continued to work with the State Board of Equalization, business owners, and residents to clarify the proper application of the District Tax within the parameters established by the passage of Proposition O.

The Committee reviewed reports prepared by MuniServices, LLC, to provide sales tax and use tax auditing to ensure payment and proper allocation of Proposition O sales tax revenues.

Goals:
- Ensure prudent use of taxpayer dollars in the planning, design, and construction of new public safety facilities.
- Respond to all public inquiries on all sales tax related questions.
- Continue to provide regular updates to the Council, the Oversight Committee, City employees, and the public on the status of program and project related activity.

Financial Comments:
The special sales tax ended on March 31, 2015. Therefore, there will be no additional revenue accumulated in Fiscal Year 2016-17. The City received a total of $81,528,774 in sales tax revenue since inception on April 1, 2005.

FY 2016-2017 ANNUAL BUDGET
DEPARTMENT EXPENDITURE WORKSHEET

Acct #	Account Title	FY13-14 Actual	FY14-15 Actual	FY15-16 Budgeted	FY15-16 Estimated	FY16-17 Adopted
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7310	PERS (EMPLOYER)	5,230	2,512	2,697	2,727	-
7312	POST RETIREMENT BENEFITS	-	-	250	250	-
7315	MEDICARE TAX	389	215	135	133	-
7325	CAFETERIA	1,433	1,140	1,170	1,170	-
7335	WORKERS COMPENSATION	201	108	78	74	-
7340	LIFE INSURANCE	85	21	21	23	-
7345	LTD INSURANCE	76	19	22	21	-
7350	STD INSURANCE	46	9	10	10	-
TOTAL	**SALARY & BENEFITS**	**25,812**	**17,781**	**12,371**	**12,786**	**-**
8150	OFFICE SUPPLIES	-	-	100	50	100
8160	OPERATING SUPPLIES	29	29	300	100	300
8310	ACCOUNTING & AUDITING SV	8,846	7,916	11,400	7,000	10,000
8395	OTHER PROF/TECH SERVICES	3,087	-	-	-	-
8524	BANK CHARGES AND FEES	2,120	2,120	2,150	550	-
8594	TRAINING/MEETINGS/SCHOOI	-	64	200	100	200
TOTAL	**MAT'L, SVC & SUPPLIES**	**14,082**	**10,130**	**14,150**	**7,800**	**10,600**
9910	TRANSFER OUT	7,902,600	7,886,158	5,190,227	5,206,673	-
TOTAL OTHER FINANCING USES		**7,902,600**	**7,886,158**	**5,190,227**	**5,206,673**	**-**
ACTIVITY TOTAL		**7,942,494**	**7,914,069**	**5,216,748**	**5,227,259**	**10,600**

ACTIVITY: PUBLIC SAFETY FACILITY - PROJECTS **ACTIVITY NO: 502900**

Description:
The Public Safety Facility fund was established to manage/monitor revenues and expenditures generated by the one-half cent Public Safety Facilities Transactions and Use (District) Tax approved by voters in the November 2004 election. The additional sales tax became effective April 1, 2005 and was in place for ten years, until March 30, 2015. The purpose of these funds were to build a new public safety facility, a new animal shelter, and make upgrades to existing fire facilities in order to better serve the community needs.

This budget activity was established to monitor all expenditures that are project specific. The requested budget is for the current fiscal year only. Project activity will occur over many fiscal years and the total project budget will be updated regularly.

Prior Fiscal Year Highlights:

Animal Control Facility:

- The City has hired an architect and construction manager for the project.
- The City determined it will not build a shelter that will service the City of Lemon Grove and Santee at this time and is in discussions with the City of La Mesa about continuing to provide services at the El Cajon Animal Control Facility. There will be space left for future expansion, should those Cities desire to jointly use El Cajon's facility.
- A preliminary floor plan has been created and the schematic design process has begun.

Goals:
Public Safety Center:

- Maintain the various operational systems and components of the facility to maximize longevity.
- Maximize cost-saving and energy-efficient methods of operation.

Animal Control Facility:

- To build an efficient, cost-effective, and top-notch facility that will enhance the service of animal control and animal sheltering for the animals of El Cajon residents.

Other Public Safety Facility Improvements to Fire Stations:

- Installation of new exhaust systems at Fire Stations 8 and 9.
- Installation of a heavy duty industrial grade washing machine to clean the Firefighters soiled turn outs at Fire Station 7.

Financial Comments:
The funding allocated in Fiscal Year 2016-17 is primarily for the development and construction of the new Animal Control Facility. The cumulative project budget is anticipated to be approximately $10 million of Proposition O funding. Remaining Proposition O funds will be used for improvements to other public safety facilities.

CAPITAL IMPROVEMENT PROJECT
FISCAL YEAR 2016 - 2017

DESCRIPTION

PROJECT NAME: **ANIMAL SHELTER** **ACTIVITY:** **502900**

PROJECT NO: **PS0020**

Description:

Construction of a new Animal Care Facility on North Marshall Avenue adjacent to and north of the Heartland Fire Training Facility. Design and construction of a new facility will be completed using the alternative procurement method/design-build and may include participation by other local agencies. Infrastructure improvements, to be done in conjunction with the new facility, include extension of sewer, water, storm drain and other dry utilities to a new site location north of the Heartland Fire Training Facility. If funding is available, additional site improvements may be completed at other public safety facilities.

Justification:

The existing facility was constructed in the early 1960's and has numerous deficiencies. The facility was identified for replacement with the funding obtained through Proposition "O".

Scheduling:

City Council approval of the design-build contract is tentatively scheduled for December 2016 with the construction anticipated to begin in spring of 2017.

Relationship to General & Community Plans:

This project will facilitate more efficient operations for animal control and code enforcement. Development at a new site fronting on Marshall will enhance the neighborhood by creating a state-of-the-art facility. The new facility will provide improved care for the City's homeless animals by providing better transitional living space and boosting adoption opportunities.

Operating Budget Impact:

With a larger facility, utilities and other operating expenses are anticipated to increase. Some of these costs will be offset by a more energy-efficient buildings and equipment.

	Prior Year(s) Expend Actual	Current Year Expend Estimate	Appropriation FY 16-17	Est. Project Costs Through FY 16-17
Architectural Services (8315)	68,050	200,000	**500,000**	768,050
Consulting Services (8325)	8,404	60,000	**25,000**	93,404
Engineering Services (8335)				-
Engineering Services-Internal (8336)	26,837	50,000	**50,000**	126,837
Legal Services (8345)				-
Other Prof/Tech Services (8395)	77,381	-	**200,000**	277,381
Advertising (8522)	330	150	**600**	1,080
Permits & Fees (8560)	2,068	1,000	**3,500**	6,568
Office Supplies (8150)	460			460
Construction-Buildings (9060)			**8,000,000**	8,000,000
Infrastructure (9065)	3,279		**1,000,000**	1,003,279
Postage & Shipping (8568)	66		**150**	216
Printing & Binding (8570)		2,000	**10,000**	12,000
Land Improvements / Abatement & Demo (9055)	235,333			235,333
Contingency (9060)				-
PROJECT COST TOTAL:	422,208	313,150	**9,789,250**	10,524,608

Source(s) of Funds:				
Proposition O - Fund 502	422,208	313,150	**9,789,250**	10,524,608
Donations Received - Fund 322				-
				-
FUNDING TOTAL:	422,208	313,150	**9,789,250**	10,524,608

CAPITAL IMPROVEMENT PROJECT
FISCAL YEAR 2016 - 2017

PROJECT NAME: **FIRE STATIONS 8 AND 9 EXHAUST SYSTEMS** **ACTIVITY:** **501000**
PROJECT NO: **IFM3439**

Description:
These two stations currently have inadequate vehicle exhaust systems. Although these systems were installed within the last 10 years, the adoption of stricter air quality standards requires the installation of new direct connect vehicle exhaust systems.

Justification:
To comply with federal regulations and to ensure the health and safety of City employees these systems must be upgraded.

Scheduling:
Design is completed with renovation scheduled for fiscal 2016-17.

Relationship to General & Community Plans:
The goal is to improve the air quality and preserve the safety of City staff.

Operating Budget Impact:
Energy savings are anticipated due to the installation of newer more energy efficient equipment.

	Prior Year(s) Expend Actual	Current Year Expend Estimate	Appropriation FY 16-17	Est. Project Costs Through FY 16-17
Architectural Services (8315)			**15,000**	15,000
Consulting Services (8325)				-
Engineering Services (8335)				-
Engineering Services-Internal (8336)				-
Legal Services (8345)				-
Other Prof/Tech Services (8395)				-
Advertising (8522)			**250**	250
Permits & Fees (8560)			**50**	50
Land Acquisition (9050)				-
Construction-Buildings (9060)			**135,000**	135,000
Infrastructure (9065)				-
Printing & Binding (8570)			**700**	700
Other Misc. Expenses (8524, 8568, 8576 & 8594)				-
Land Improvements / Abatement & Demo (9055)				-
Contingency (9060)			**25,000**	25,000
PROJECT COST TOTAL:	-	-	**176,000**	176,000

Source(s) of Funds:				
Proposition O			**176,000**	176,000
				-
FUNDING TOTAL:	-	-	**176,000**	176,000

ACTIVITY: PUBLIC SAFETY FACILITY - TAX REVENUE BONDS **ACTIVITY NO: 402000**

Description:

Proposition O, a one-half cent sales tax measure, was approved by the voters on November 2, 2004, for the purposes of financing the construction and improvement of various public safety facilities, including a Public Safety Center to accommodate the Police Department. Proposition O funds are intended to be the primary source of revenue for these projects. Although it is likely that enough sales tax revenue will be collected, it was necessary to issue bonds to obtain money up front, which can then be repaid through the Proposition sales tax revenues, as they are collected.

In structuring the financial transaction for the bond issuance, additional collateral through the use of City-owned property, in addition to a pledge of Proposition O sales tax revenue, was required by the purchasers of the bonds. On June 9, 2009, the El Cajon Public Financing Authority Board of Directors approved a Lease-Leaseback Agreement by and between the City and the Authority to provide security for the Authority's 2009 Revenue Bonds (Sales Tax-Supported Public Safety Financing Project). Under this Agreement, El Cajon City Hall was pledged as additional security for the bonds, through a lease-leaseback arrangement. Essentially, City Hall was leased to the El Cajon Financing Authority and then leased back to the City of El Cajon. The initial rent from the Authority was the proceeds of the bonds. The "lease back" by the City, from the Authority, created a revenue stream, with rental payments by the City to the Authority in an amount equivalent to the Authority's debt service on the bonds. The Authority then assigned its rights under the leases to a Trustee, the Bank of New York Mellon Trust Company, N.A., which could have exercised its right to possession of the property in the event that the loan payments (i.e., rent payments) was not made, thereby protecting the owners of the bonds by collecting the required rents.

Prior Fiscal Year Highlights:

Completed transactions, reporting, and continuing disclosure requirements pertaining to the issuance of revenue bonds issued on June 30, 2009. The bonds were paid with the proceeds from the revenue generated by the one-half cent Public Safety Facilities Transactions and Use (District) Tax, which ended on March 31, 2015.

The bonds were completely paid off on July 15, 2015.

Goals:

- Comply with all bond covenants including continuing disclosure to the bondholders.
- To ensure the accurate and timely payments per the debt service schedule.
- Report annually to the El Cajon Public Financing Authority Board of Directors.

Financial Comments:

On June 30, 2009, the El Cajon Public Financing Authority issued revenue bonds for the sales tax-supported Public Safety Financing Project for $25,195,000 at a premium of $769,983, for a total of $25,964,983. This provided the cash flow necessary for the construction of the Public Safety Center. The City made annual lease payments to the El Cajon Public Financing Authority, per the schedule below, to retire the debt.

The City is proud to say that there are no more lease payments for the bonds, as the final payment was made on July 15, 2015.

DUE DATE	PRINCIPAL	INTEREST	TOTAL
02/01/2010	0.00	591,034.44	591,034.44
08/01/2010	0.00	504,200.00	504,200.00
02/01/2011	0.00	504,200.00	504,200.00
08/01/2011	0.00	504,200.00	504,200.00
02/01/2012	0.00	504,200.00	504,200.00
08/01/2012	2,940,000.00	504,200.00	3,444,200.00
02/01/2013	0.00	460,100.00	460,100.00
08/01/2013	7,130,000.00	460,100.00	7,590,100.00

ACTIVITY: PUBLIC SAFETY FACILITY - TAX REVENUE BONDS **ACTIVITY NO: 402000**

02/01/2014	0.00	312,500.00	312,500.00
08/01/2014	7,415,000.00	312,500.00	7,727,500.00
02/01/2015	0.00	154,200.00	154,200.00
08/01/2015	7,710,000.00	154,200.00	7,864,200.00
TOTAL	**$25,195,000.00**	**$4,965,634.44**	**$30,160,634.44**

FY 2016-2017 ANNUAL BUDGET
DEPARTMENT EXPENDITURE WORKSHEET

Acct #	Account Title	FY13-14 Actual	FY14-15 Actual	FY15-16 Budgeted	FY15-16 Estimated	FY16-17 Adopted
402000						**PSF TAX REVENUE BONDS**
8310	ACCOUNTING & AUDITING SV(	-	4,525	3,250	3,250	-
8810	PRINCIPAL	7,130,000	7,415,000	7,710,000	7,710,000	-
8820	INTEREST	772,600	466,700	154,200	154,200	-
TOTAL	**MAT'L, SVC & SUPPLIES**	**7,902,600**	**7,886,225**	**7,867,450**	**7,867,450**	**-**
	ACTIVITY TOTAL	**7,902,600**	**7,886,225**	**7,867,450**	**7,867,450**	**-**

ACTIVITY: PUBLIC WORKS - TRANSPORTATION PROJECTS **ACTIVITY NO: 550000**

Description:

Research, planning, construction, improvement, maintenance, and operation of public streets and highways and their related public facilities for non-motorized traffic, including the mitigation of their environmental impacts, the payment for property taken or demanded for such purposes, and the administrative costs necessarily incurred in the foregoing purposes.

Goals:

- Apply for federal, state, and other grant funding when available.
- Develop comprehensive plans and specifications for bidding various street projects.
- Provide contract administration and inspection during the construction of various projects to ensure compliance with contract documents.
- Complete construction of projects while minimizing claims from contractors.

Financial Comments:

The General Fund will be reimbursed for engineering services related to Transportation Projects.

PUBLIC WORKS TRANSPORTATION PROGRAM
CAPITAL IMPROVEMENT PROJECTS
FISCAL YEAR 2016-2017

PROJECT DESCRIPTION	PROJECT NO.	BUDGET
Pedestrian Safety - Greenfield Drive	PW3432	2,107,000
Intersection Improvements - Vernon Way/Pioneer & Johnson	PW3483	218,690
Pavement Management System	PW3511	183,723
Upgrade Traffic Signals - Avocado and Ballantyne	PW3515	444,227
Upgrade Traffic Signals - Fletcher Parkway and Broadway	PW3516	903,000
CVUSD - Safe Routes to School - Active Transportation Project	PW3544	497,500
ADA Pedestrian Curb Ramps and Sidewalks 2017	PW3575	410,000
Overlay Thoroughfares 2017	PW3576	1,620,000
Street Light LED Retrofit Program 2017	PW3577	75,000
Street Resurfacing/Pavement Preservation 2017	PW3578	375,000
Traffic Safety Calming 2017	PW3579	160,000
Traffic Signal System Upgrades 2017	PW3580	110,000
Upgrade Traffic Signals - Washington and Chase Corridor	PW3581	1,039,500
Total Improvements		**8,143,640**

FUNDING SOURCE	AMOUNT
TransNet	3,807,801
TDA Article 4	218,690
Community Development Block Grants	200,000
Highway Safety Improvement Program Grant	2,385,727
Indian Gaming Grant	38,723
RTCIP	280,000
CA Safe Routes to School Grant	497,500
Federal Safe Routes to School Grant	375,712
Wastewater	339,487
FUNDING TOTAL:	**8,143,640**

CAPITAL IMPROVEMENT PROJECT
FISCAL YEAR 2016- 2017

PROJECT NAME: **PAVEMENT MANAGEMENT SYSTEM** **ACTIVITY:** **550000**

PROJECT NO: **PW3511**

Description:

A consultant will be retained to evaluate the existing condition of El Cajon streets. Based on that data, new software will be purchased to chart the most effective and efficient repairs. Additionally, the software will be integrated with the City's Geographical Information System (GIS).

Justification:

El Cajon streets were last evaluated in the summer of 2009. Since that time, significant repairs have been made to the City's system of streets. The use of a Pavement Management System is a requirement of federal funding.

Scheduling:

This project began in Fiscal Year 2014-15 and is anticipated to be completed in Fiscal Year 2016-17.

Relationship to General & Community Plans:

Project will identify necessary repairs to the City's street system and ensure that deficiencies are prioritized and corrected to facilitate the safe and efficient movement of traffic. Project is consistent with the General Plan.

Operating Budget Impact:

This project will allow the City to optimize the choice of pavement treatment application and will improve the way the City expends funds on street rehabilitation in terms of timing and cost.

	Prior Year(s) Expend Actual	Current Year Expend Estimate	Appropriation FY 16-17	Est. Project Costs Through FY 16-17
Architectural Services (8315)				
Consulting Services (8325)				-
Engineering Services (8335)			**155,423**	155,423
Engineering Services-Internal (8336)	11,277	25,000	**25,000**	61,277
Legal Services (8345)				-
Other Prof/Tech Services (8395)				-
Advertising (8522)			**250**	250
Permits & Fees (8560)			**50**	50
Land Acquisition (9050)				-
Construction-Buildings (9060)				-
Infrastructure (9065)				-
Software Agreements/Maintenance (8586)			**3,000**	3,000
Other Misc. Expenses (8524, 8568, 8576 & 8594)				-
Land Improvements / Abatement & Demo (9055)				-
Contingency (9060)				-
PROJECT COST TOTAL:	11,277	25,000	**183,723**	220,000

Source(s) of Funds:				
TransNet Project ID #EL32			**145,000**	145,000
Indian Gaming Grant	11,277	25,000	**38,723**	75,000
				-
FUNDING TOTAL:	11,277	25,000	**183,723**	220,000

CAPITAL IMPROVEMENT PROJECT
FISCAL YEAR 2016 - 2017

DESCRIPTION

PROJECT NAME: **UPGRADE TRAFFIC SIGNALS - AVOCADO AND BALLANTYNE** **ACTIVITY:** **550000**

PROJECT NO: **PW3515**

Description:

This Federal-Aid Highway Safety Improvement Project will install approximately 10,000 feet of fiber-optic traffic signal interconnect cable along the Avocado Boulevard and Ballantyne Street corridor from Madison Avenue to Skywood Drive. The project also includes the preparation of coordinated traffic signal timing plans for seven traffic signals along this corridor, installation of 10 new street lights, and video detection cameras.

Justification:

The project will improve response time and maintenance to the traffic signal system along the Avocado Boulevard and Ballantyne Street Corridor. The fiber-optic signal interconnection cable will provide the ability to view real-time display of seven traffic signals in this corridor and will benefit the motoring public to improve traffic flow, alleviate traffic congestion, and improve air quality.

Scheduling:

Construction is anticipated to be completed in summer 2016.

Relationship to General & Community Plans:

Project will provide improved response time and maintenance of the traffic signal control system and public traffic concerns related to traffic signals. It will also provide the ability to view real time display of concerns or problems at signalized intersections.

Operating Budget Impact:

This project is expected to reduce preventive maintenance costs and have a minimal increase in operational costs due to the installation of 10 new street lights.

	Prior Year(s) Expend Actual	Current Year Expend Estimate	Appropriation FY 16-17	Est. Project Costs Through FY 16-17
Architectural Services (8315)				-
Consulting Services (8325)				-
Engineering Services (8335)				-
Engineering Services-Internal (8336)	15,184	26,814		41,998
Inspection Services-Internal (8337)		3,000	**15,000**	18,000
Legal Services (8345)				-
Other Prof/Tech Services (8395)				-
Advertising (8522)		250		250
Permits & Fees (8560)		50		50
Land Acquisition (9050)				-
Construction-Buildings (9060)				-
Infrastructure (9065)		4,000	**429,227**	433,227
Relocation Costs (9080)				-
Other Misc. Expenses (8524, 8568, 8576 & 8594)				-
Land Improvements / Abatement & Demo (9055)				-
Contingency (9060)				-
PROJECT COST TOTAL:	15,184	34,114	**444,227**	493,525

Source(s) of Funds:				
TransNet Project ID #EL06	2,272	15,064		17,336
Highway Safety Improvement Program Grant	12,912	19,050	**444,227**	476,189
552900 HS032				
FUNDING TOTAL:	15,184	34,114	**444,227**	493,525

CAPITAL IMPROVEMENT PROJECT
FISCAL YEAR 2016 - 2017

DESCRIPTION

PROJECT NAME: **UPGRADE TRAFFIC SIGNALS - FLETCHER PARKWAY AND BROADWAY** **ACTIVITY:** **550000**

PROJECT NO: **PW3516**

Description:

This Federal-Aid Highway Safety Improvement Project will install approximately 50,000 feet of fiber-optic traffic signal interconnect cable along the Fletcher Parkway and Broadway corridor from the city limits to Main Street. The project also includes the preparation of coordinated traffic signal timing plans for 19 traffic signals along this corridor, and video detection cameras.

Justification:

The project will improve response time and maintenance to the traffic signal system along the Fletcher Parkway and Broadway Corridor. The fiber-optic signal interconnection cable will provide the ability to view real-time display of 19 traffic signals in this corridor and will benefit the motoring public to improve traffic flow, alleviate traffic congestion, and improve air quality.

Scheduling:

Construction is anticipated to be completed in fall 2016.

Relationship to General & Community Plans:

Project will provide improved response time and maintenance of the traffic signal control system and public traffic concerns related to traffic signals. It will also provide the ability to view real time display of concerns or problems at signalized intersections.

Operating Budget Impact:

This project is expected to reduce preventive maintenance costs and have no increase in operational costs.

	Prior Year(s) Expend Actual	Current Year Expend Estimate	Appropriation FY 16-17	Est. Project Costs Through FY 16-17
Architectural Services (8315)				-
Consulting Services (8325)				-
Engineering Services (8335)				-
Engineering Services-Internal (8336)	6,059	20,518	**1,000**	27,577
Inspection Services-Internal (8337)			**17,700**	17,700
Legal Services (8345)				-
Other Prof/Tech Services (8395)				-
Advertising (8522)			**250**	250
Permits & Fees (8560)			**50**	50
Land Acquisition (9050)				-
Construction-Buildings (9060)				-
Infrastructure (9065)			**884,000**	884,000
Relocation Costs (9080)				-
Other Misc. Expenses (8524, 8568, 8576 & 8594)				-
Land Improvements / Abatement & Demo (9055)				-
Contingency (9060)				-
PROJECT COST TOTAL:	6,059	20,518	**903,000**	929,577

Source(s) of Funds:				
TransNet Project ID #EL06	606	6,705	**1,000**	8,311
Highway Safety Improvement Program Grant	5,453	13,813	**902,000**	921,266
552900 HS031				
FUNDING TOTAL:	6,059	20,518	**903,000**	929,577

CAPITAL IMPROVEMENT PROJECT
FISCAL YEAR 2016 - 20176

DESCRIPTION

PROJECT NAME: **CAJON VALLEY UNION SCHOOL DISTRICT - SAFE ROUTES TO SCHOOL - ACTIVITY TRANSPORTATION PROJECT**

ACTIVITY: **550000**

PROJECT NO: **PW3544**

Description:

This is a non-infrastructure Safe Routes to School project for six public schools in the City. The project entails educational, encouragement, enforcement, and evaluation activities.

Justification:

A Safe Routes to School Grant was obtained from the California Department of Transportation (CalTrans) in January 2015. The City is using the professional services of Rady's Children's Hospital to help implement best practices for pedestrian safety and encouragement towards active modes of transportation that will lead to a number of positive benefits for both school children and the community at large.

Scheduling:

The project began in February 2016 for a two-year project timeframe.

Relationship to General & Community Plans:

Project will facilitate the safe movement of pedestrians, bicyclists, and vehicle traffic which demonstrates the City's commitment to make El Cajon accessible to all residents.

Operating Budget Impact:

Funding is provided from a State Safe Routes to School Active Transportation Grant. Project costs expended by Rady Children's Hospital will be 100% reimbursed by CalTrans. This project has no impact on the operating budget.

	Prior Year(s) Expend Actual	Current Year Expend Estimate	Appropriation FY 16-17	Est. Project Costs Through FY 16-17
Architectural Services (8315)				-
Consulting Services (8325)				-
Engineering Services (8335)				-
Engineering Services-Internal (8336)		2,500	**47,500**	50,000
Legal Services (8345)				-
Other Prof/Tech Services (8395)			**450,000**	450,000
Advertising (8522)				-
Permits & Fees (8560)				-
Land Acquisition (9050)				-
Construction-Buildings (9060)				-
Infrastructure (9065)				-
Relocation Costs (9080)				-
Other Misc. Expenses (8524, 8568, 8576 & 8594)				-
Land Improvements / Abatement & Demo (9055)				-
Contingency (9060)				-
PROJECT COST TOTAL:	-	2,500	**497,500**	500,000

Source(s) of Funds:				
Safe Routes to School- ATPL 5211 (034)		2,500	**497,500**	500,000
552900 SR2SL034				-
FUNDING TOTAL:	-	2,500	**497,500**	500,000

CAPITAL IMPROVEMENT PROJECT
FISCAL YEAR 2016 - 2017

DESCRIPTION

PROJECT NAME: **ADA PEDESTRIAN CURB RAMPS AND SIDEWALKS 2017** **ACTIVITY:** **550000**

PROJECT NO: **PW3575**

Description:

Based on a 25-year work plan, approximately 45 curb ramps will be constructed each year. Approximately a quarter mile of sidewalk will be constructed each year along with repair to sidewalks on an as-needed basis.

Justification:

The City is required to install new pedestrian curb ramps and retrofit existing curb ramps in order to comply with the Americans with Disabilities Act (ADA). Locations for the installation of ramps are determined by the City Traffic Engineer, in consultation with Council, based on the recommendations of the ADA Transition Plan.

Scheduling:

Design and construction is anticipated to be completed in Fiscal Year 2017.

Relationship to General & Community Plans:

This project provides for the safety of motorists and pedestrians for the efficient movement of traffic in conformance with the General Plan and demonstrates the City's commitment to make El Cajon accessible to all pedestrians.

Operating Budget Impact:

This project is expected to have a minimal increase in maintenance costs.

	Prior Year(s) Expend Actual	Current Year Expend Estimate	Appropriation FY 16-17	Est. Project Costs Through FY 16-17
Architectural Services (8315)				-
Consulting Services (8325)				-
Engineering Services (8335)				-
Engineering Services-Internal (8336)			**20,000**	20,000
Inspection Services-Internal (8337)			**35,650**	35,650
Legal Services (8345)				-
Other Prof/Tech Services (8395)			**5,000**	5,000
Advertising (8522)			**300**	300
Permits & Fees (8560)			**50**	50
Land Acquisition (9050)				-
Construction-Buildings (9060)				-
Infrastructure (9065)			**349,000**	349,000
Relocation Costs (9080)				-
Other Misc. Expenses (8524, 8568, 8576 & 8594)				-
Land Improvements / Abatement & Demo (9055)				-
Contingency (9060)				-
PROJECT COST TOTAL:	-	-	**410,000**	410,000

Source(s) of Funds:				
TransNet Project ID #EL11			**210,000**	210,000
CDBG Eligible C0916			**200,000**	200,000
FUNDING TOTAL:	-	-	**410,000**	410,000

CAPITAL IMPROVEMENT PROJECT
FISCAL YEAR 2016- 2017

PROJECT NAME: **OVERLAY THOROUGHFARES 2017** **ACTIVITY:** **550000**

PROJECT NO: **PW3576**

Description:

Provides for the reconstruction and/or resurfacing of several collectors and thoroughfares.

Justification:

Public Works systematically reviews the condition of streets in conjunction with the Pavement Management Program and recommends maintenance in a systematic manner. Preventative maintenance is the most cost-effective method of road surface management.

Scheduling:

Design will be completed early in summer 2016 with construction scheduled for late summer, early fall 2016. Design will begin in spring 2017 for a project scheduled to begin in fall 2017.

Relationship to General & Community Plans:

Project will provide the necessary repairs to the street system and facilitate the safe and efficient movement of traffic. Project is consistent with the General Plan.

Operating Budget Impact:

Anticipated reduction in maintenance costs. Reimbursement of engineering services will reduce General Fund support for project related expenses.

	Prior Year(s) Expend Actual	Current Year Expend Estimate	Appropriation FY 16-17	Est. Project Costs Through FY 16-17
Architectural Services (8315)				-
Consulting Services (8325)				-
Engineering Services (8335)				-
Engineering Services-Internal (8336)			**130,000**	130,000
Inspection Services-Internal (8337)			**80,000**	80,000
Legal Services (8345)				-
Other Prof/Tech Services (8395)			**39,650**	39,650
Advertising (8522)			**250**	250
Permits & Fees (8560)			**50**	50
Land Acquisition (9050)				-
Construction-Buildings (9060)				-
Infrastructure (9065)			**1,370,050**	1,370,050
Relocation Costs (9080)				-
Other Misc. Expenses (8524, 8568, 8576 & 8594)				-
Land Improvements / Abatement & Demo (9055)				-
Contingency (9060)				-
PROJECT COST TOTAL:	-	-	**1,620,000**	1,620,000

Source(s) of Funds:				
TransNet Project ID #EL03			**1,340,000**	1,340,000
RTCIP			**280,000**	280,000
				-
FUNDING TOTAL:	-	-	**1,620,000**	1,620,000

CAPITAL IMPROVEMENT PROJECT
FISCAL YEAR 2016 - 2017

DESCRIPTION

PROJECT NAME: **STREET LIGHT LED RETROFIT 2017** **ACTIVITY:** **550000**

PROJECT NO: **PW3577**

Description:

Improvements include the replacement of existing high pressure sodium (HPS) street lights with energy-efficient LED street lights. There are approximately 2,375 City-owned street lights in El Cajon. Improvements also include the installation of new street lights for SDG&E Underground Utility District (UUD) and other CIP projects.

Justification:

LED street lights can reduce energy consumption by 40% to 60% over the HPS street lights. The estimated life for LED street lights range from 12 - 15 years. This also reduces maintenance costs through less frequent bulb replacement. New street lighting is necessary for Underground Utility Districts (UUD) projects and other CIP projects where SDG&E wood poles are replaced with concrete street light poles.

Scheduling:

In 2011, the City completed a street light retro-fit project which replaced 1,045 HPS street lights with energy efficient induction street lamps. The remaining inventory of City owned street lights will be retro-fitted with energy-efficient LED street lamps.

Relationship to General & Community Plans:

Project provides for the safety of motorists and the efficient movement of traffic.

Operating Budget Impact:

This project is expected to have a minimal increase in maintenance costs.

	Prior Year(s) Expend Actual	Current Year Expend Estimate	Appropriation FY 16-17	Est. Project Costs Through FY 16-17
Architectural Services (8315)				-
Consulting Services (8325)				-
Engineering Services (8335)				-
Engineering Services-Internal (8336)			**5,200**	5,200
Inspection Services-Internal (8337)			**2,000**	2,000
Legal Services (8345)				-
Other Prof/Tech Services (8395)				-
Advertising (8522)			**250**	250
Permits & Fees (8560)			**50**	50
Land Acquisition (9050)				-
Construction-Buildings (9060)				-
Infrastructure (9065)			**67,500**	67,500
Relocation Costs (9080)				-
Other Misc. Expenses (8524, 8568, 8576 & 8594)				-
Land Improvements / Abatement & Demo (9055)				-
Contingency (9060)				-
PROJECT COST TOTAL:	-	-	**75,000**	75,000

Source(s) of Funds:				
TransNet Project ID #EL18			**75,000**	75,000
				-
FUNDING TOTAL:	-	-	**75,000**	75,000

CAPITAL IMPROVEMENT PROJECT
FISCAL YEAR 2016- 2017

DESCRIPTION

PROJECT NAME: **STREET RESURFACING/PAVEMENT PRESERVATION 2017** **ACTIVITY:** **550000**

PROJECT NO: **PW3578**

Description:

Provides for the resurfacing of various collector and residential streets using slurry seals.

Justification:

Public Works systematically reviews the condition of streets in conjunction with the Pavement Management Program and recommends maintenance in a systematic manner. Preventative maintenance is the most cost-effective method of road surface management.

Scheduling:

Ongoing.

Relationship to General & Community Plans:

Project will improve public facilities to assist in the safe and efficient movement of traffic.

Operating Budget Impact:

Reduced maintenance costs and reimbursement of engineering services will reduce General Fund support for project related expenses.

	Prior Year(s) Expend Actual	Current Year Expend Estimate	Appropriation FY 16-17	Est. Project Costs Through FY 16-17
Architectural Services (8315)				-
Consulting Services (8325)				-
Engineering Services (8335)				-
Engineering Services-Internal (8336)			**55,000**	55,000
Inspection Services-Internal (8337)			**30,000**	30,000
Legal Services (8345)				-
Other Prof/Tech Services (8395)				-
Advertising (8522)			**250**	250
Permits & Fees (8560)			**50**	50
Land Acquisition (9050)				-
Construction-Buildings (9060)				-
Infrastructure (9065)			**289,700**	289,700
Relocation Costs (9080)				-
Other Misc. Expenses (8524, 8568, 8576 & 8594)				-
Land Improvements / Abatement & Demo (9055)				-
Contingency (9060)				-
PROJECT COST TOTAL:	-	-	**375,000**	375,000

Source(s) of Funds:				
TransNet Project ID #EL21			**375,000**	375,000
				-
				-
FUNDING TOTAL:	-	-	**375,000**	375,000

CAPITAL IMPROVEMENT PROJECT
FISCAL YEAR 2016- 2017

DESCRIPTION

PROJECT NAME: **TRAFFIC SAFETY CALMING 2017** **ACTIVITY:** **550000**

PROJECT NO: **PW3579**

Description:

Improvements will include installation of traffic safety and calming improvements such as street striping, crosswalks, rapid flashing beacons, and radar speed feedback signs on residential and collector streets in the City. Additional improvements may include construction of pedestrian curb ramps and new sidewalk improvements.

Justification:

The installation of traffic calming improvements will improve vehicle and pedestrian safety in residential neighborhoods in the City.

Scheduling:

Design will be completed in fall of 2016 with construction anticipated to begin following the completion of the school year in summer 2017.

Relationship to General & Community Plans:

This project provides for the safety of motorists and pedestrians for the efficient movement of traffic in conformance with the General Plan and demonstrates the City's commitment to make El Cajon accessible to all pedestrians.

Operating Budget Impact:

This project is expected to have a minimal impact on the operating budget.

	Prior Year(s) Expend Actual	Current Year Expend Estimate	Appropriation FY 16-17	Est. Project Costs Through FY 16-17
Architectural Services (8315)				-
Consulting Services (8325)				-
Engineering Services (8335)				-
Engineering Services-Internal (8336)			**5,700**	5,700
Inspection Services-Internal (8337)			**15,000**	15,000
Legal Services (8345)				-
Other Prof/Tech Services (8395)				-
Advertising (8522)			**250**	250
Permits & Fees (8560)			**50**	50
Land Acquisition (9050)				-
Construction-Buildings (9060)				-
Infrastructure (9065)			**139,000**	139,000
Relocation Costs (9080)				-
Other Misc. Expenses (8524, 8568, 8576 & 8594)				-
Land Improvements / Abatement & Demo (9055)				-
Contingency (9060)				-
PROJECT COST TOTAL:	-	-	**160,000**	160,000

Source(s) of Funds:				
				-
TransNet EL29			**160,000**	160,000
				-
				-
FUNDING TOTAL:	-	-	**160,000**	160,000

CAPITAL IMPROVEMENT PROJECT
FISCAL YEAR 2016 - 2017

PROJECT NAME: **TRAFFIC SIGNAL UPGRADES 2017** **ACTIVITY:** **550000**

PROJECT NO: **PW3580**

Description:

Several of the signal wiring, traffic signal controllers and traffic cabinets are over 40 years old and are beyond their useful life. Numerous traffic signals do not have, or they are in need of, battery back-up system replacements. Improve pedestrian safety by installing voice or audio indications as requested for the visually impaired. Upgrade City-wide communication network using fiber-optic and/or wireless equipment to improve transportation mobility throughout the City.

Justification:

The project will improve response time and maintenance to the traffic signal system. The fiber-optic signal interconnection cable will provide the ability to view real-time display of traffic signals in these corridors and will benefit the motoring public to improve traffic flow, alleviate traffic congestion, and improve air quality.traffic signals in this corridor and will benefit the motoring public to improve traffic flow, alleviate traffic congestion, and improve air quality.

Scheduling:

Construction is anticipated to be completed in July 2017.

Relationship to General & Community Plans:

Project will provide improved response time and maintenance of the traffic signal control system and public traffic concerns related to traffic signals. It will also provide the ability to view real time display of concerns or problems at signalized intersections.

Operating Budget Impact:

This project is expected to reduce preventive maintenance costs and have no increase in operational costs.

	Prior Year(s) Expend Actual	Current Year Expend Estimate	Appropriation FY 16-17	Est. Project Costs Through FY 16-17
Architectural Services (8315)				-
Consulting Services (8325)				-
Engineering Services (8335)				-
Engineering Services-Internal (8336)			7,200	7,200
Inspection Services-Internal (8337)			7,500	7,500
Legal Services (8345)				-
Other Prof/Tech Services (8395)				-
Advertising (8522)			250	250
Permits & Fees (8560)			50	50
Land Acquisition (9050)				-
Construction-Buildings (9060)				-
Infrastructure (9065)			95,000	95,000
Relocation Costs (9080)				-
Other Misc. Expenses (8524, 8568, 8576 & 8594)				-
Land Improvements / Abatement & Demo (9055)				-
Contingency (9060)				-
PROJECT COST TOTAL:	-	-	**110,000**	110,000

Source(s) of Funds:				
TransNet Project ID #EL06			**110,000**	110,000
				-
FUNDING TOTAL:	-	-	**110,000**	110,000

CAPITAL IMPROVEMENT PROJECT
FISCAL YEAR 2016 - 2017

PROJECT NAME: **UPGRADE TRAFFIC SIGNALS - WASHINGTON AND CHASE CORRIDOR** **ACTIVITY:** **550000**

PROJECT NO: **PW3581**

Description:

This Federal-Aid Highway Safety Improvement Project will install approximately 8.2 miles of fiber-optic traffic signal interconnect cable along the project corridors. The project also includes the preparation of coordinated traffic signal timing plans for traffic signals along this corridor, installation of new street lights, upgrade of traffic signal controls, and video detection cameras.project also includes the preparation of coordinated traffic signal timing plans for seven traffic signals along this corridor, installation of 17 new street lights, and video detection cameras.

Justification:

The project will improve response time and maintenance to the traffic signal system along Washington Avenue, Chase Avenue, El Cajon Boulevard and Main Street. The fiber-optic signal interconnection cable will provide the ability to view real-time display of traffic signals in these corridors and will benefit the motoring public to improve traffic flow, alleviate traffic congestion, and improve air quality.traffic signals in this corridor and will benefit the motoring public to improve traffic flow, alleviate traffic congestion, and improve air quality.

Scheduling:

Construction is anticipated to be completed in July 2017.

Relationship to General & Community Plans:

Project will provide improved response time and maintenance of the traffic signal control system and public traffic concerns related to traffic signals. It will also provide the ability to view real-time display of concerns or problems at signalized intersections.

Operating Budget Impact:

This project is expected to reduce preventive maintenance costs and have a minimal increase in operational costs due to the installation of 17 new street lights.

	Prior Year(s) Expend Actual	Current Year Expend Estimate	Appropriation FY 16-17	Est. Project Costs Through FY 16-17
Architectural Services (8315)				-
Consulting Services (8325)				-
Engineering Services (8335)				-
Engineering Services-Internal (8336)			73,650	73,650
Inspection Services-Internal (8337)			60,000	60,000
Legal Services (8345)				-
Other Prof/Tech Services (8395)				-
Advertising (8522)			300	300
Permits & Fees (8560)			50	50
Land Acquisition (9050)				-
Construction-Buildings (9060)				-
Infrastructure (9065)			905,500	905,500
Relocation Costs (9080)				-
Other Misc. Expenses (8524, 8568, 8576 & 8594)				-
Land Improvements / Abatement & Demo (9055)				-
Contingency (9060)				-
PROJECT COST TOTAL:	-	-	**1,039,500**	1,039,500

Source(s) of Funds:				
Highway Safety Improvement Program Grant			**1,039,500**	1,039,500
552900 HS035				
FUNDING TOTAL:	-	-	**1,039,500**	1,039,500

FY 2016-2017 ANNUAL BUDGET
DEPARTMENT EXPENDITURE WORKSHEET

Acct #	Account Title	FY13-14 Actual	FY14-15 Actual	FY15-16 Budgeted	FY15-16 Estimated	FY16-17 Adopted
550000						**PW TRANSPORTATION PROGRAM**
8160	OPERATING SUPPLIES	139	850	-	897	-
8315	ARCHITECTURAL SERVICES	44,684	40,362	15,000	8,797	-
8325	CONSULTING SERVICES	-	-	157,000	-	-
8335	ENGINEERING SERVICES	-	1,069	-	-	155,423
8336	INTERNAL ENG DESIGN	563,182	421,322	569,241	274,611	415,250
8337	INTERNAL INSPECT/MGMT	-	90,003	351,270	165,303	346,840
8395	OTHER PROF/TECH SERVICES	52,621	37,105	1,445,000	46,489	544,650
8396	INTERNAL PROF/TECH SVCS	2,287	620	-	-	-
8522	ADVERTISING	1,030	1,745	3,000	1,245	2,350
8560	PERMITS AND FEES	938	400	2,000	663	450
8570	PRINTING AND BINDING	1,010	278	-	100	-
8574	RENT EXPENSE	149	-	-	-	-
8586	SOFTWARE AGREEMENTS	525	-	3,000	-	3,000
TOTAL	**MAT'L, SVC & SUPPLIES**	**666,565**	**593,754**	**2,545,511**	**498,106**	**1,467,963**
9050	LAND	155,982	-	-	-	-
9055	LAND IMPROVEMENTS	-	434,667	-	1,145,000	-
9060	BUILDINGS & IMPROVEMENTS	-	-	125,490	-	250,000
9065	INFRASTRUCTURE	4,005,946	2,906,503	7,873,136	2,613,025	6,425,677
TOTAL	**CAPITAL OUTLAY**	**4,161,928**	**3,341,170**	**7,998,626**	**3,758,025**	**6,675,677**
	ACTIVITY TOTAL	**4,828,493**	**3,934,924**	**10,544,137**	**4,256,131**	**8,143,640**

ACTIVITY: PUBLIC WORKS **ACTIVITY NO: 503000**
TRANSNET CAPITAL IMPROVEMENT PROJECTS

Description:

TransNet funding is necessary for the research, planning, construction, and improvement of public streets and highways, and the administrative costs associated with specific projects detailed in Public Works Transportation Projects – Activity No. 550000.

Financial Comments:

TransNet funding is allocated for the following projects this fiscal year.

$ 1,391,801	Pedestrian Safety – Greenfield Drive
$ 145,00	Pavement Management System
$ 1,000	Upgrade Traffic Signals – Fletcher Parkway and Broadway
$ 210,000	ADA Pedestrian Curb Ramps and Sidewalks 2017
$ 1,340,000	Overlay Thoroughfares 2017
$ 75,000	Street Light LED Retrofit Program
$ 375,000	Street Resurfacing/Pavement Preservation 2017
$ 160,000	Traffic Safety Calming 2017
$ 110,000	Traffic Signal System Upgrades 2017
$ 3,807,801	Total TransNet Funding

The Maintenance of Effort (MOE) requirement for TransNet funding is $1,403,896. The City has continued to meet this objective with General Fund expenditures in Traffic, Traffic Operations and Street Medians.

ACTIVITY: PUBLIC WORKS **ACTIVITY NO: 552900**
FEDERAL TRANSPORTATION GRANTS

Mission Statement:

Our mission is to make El Cajon a better City tomorrow than today through building, engineering, housing, operations, and planning activities.

Description:

The Highway Safety Improvement Program (HSIP) is a core federal-aid program established under the Safe, Accountable, Flexible, Efficient Transportation Equity Act (SAFETEA-LU) adopted in August 2005 and continued through MAP-21. The overall purpose of the program is to achieve a significant reduction in traffic fatalities and serious injuries on all public roads through the implementation of infrastructure-related highway safety improvements. Caltrans is the lead agency administering federal funds state-wide on a bi-annual basis.

The Active Transportation Program (ATP) is an international movement that has taken hold in communities throughout the United States. The concept is to increase the number of children who walk or bicycle to school by funding projects that remove the barriers that currently prevent them from doing so. Those barriers include lack of infrastructure, unsafe infrastructure, lack of programs that promote walking and bicycling through education/encouragement programs aimed at children, parents, and the community. Caltrans administers the Federal and State Active Transportation Program and provides funding to the local agencies on a competitive grant basis.

Financial Comments:
Highway Safety Improvement Program funding is allocated for the following projects this fiscal year:

$ 444,227	Upgrade Traffic Signals – Avocado and Ballantyne
$ 902,000	Upgrade Traffic Signals – Fletcher Parkway and Broadway
$ 1,039,500	Upgrade Traffic Signals – Washington and Chase Corridor
$ 2,385,727	Total HSIP Funding

State and Federal Active Transportation funding is allocated for the following projects this fiscal year:

$ 375,712	Pedestrian Safety – Greenfield Drive
$ 497,500	CVUSD Safe Routes to School
$ 873,212	Total ATP Funding

ACTIVITY: PUBLIC WORKS **ACTIVITY NO: 553000**
REGIONAL TRANSPORTATION CONGESTION/RTCIP

Description:

In November 2004, voters approved Proposition A to extend the TransNet half-cent sales tax for transportation projects through 2048. Passage of Prop A resulted in the establishment of the Regional Transportation Congestion Improvement Program (RTCIP). The RTCIP provides for the collection of a fee per new dwelling unit to help pay for transportation improvements on the Regional Arterial System. Cities are required to participate in the fee program in order to receive TransNet sales tax funding for local streets and roads.

Financial Comments:

In Fiscal Year 2016-17, $280,000 of RTCIP funds are budgeted for Overlay Thoroughfares 2017.

ACTIVITY: INDIAN GAMING GRANTS **ACTIVITY NO: 254000**

Description:
Senate Bill 621, which became law on January 1, 2004, makes grant funding available to counties, cities, and special districts impacted by tribal gaming from the Indian Gaming Special Distribution Fund (SDF). Gaming tribes who operate 200 or more gaming devices on or before September 1, 1999, contribute a variable portion of their net winnings into the fund. In San Diego County, these tribes were the Barona Band of Mission Indians, Sycuan Band of the Kumeyaay Nation, and the Viejas Band of Kumeyaay Indians. The latest compacts with the Governor have eliminated contributions to the Special Distribution Fund. The Viejas Band has signed an amended compact and no longer contributes to the SDF. The San Diego County Indian Gaming Local Community Benefit Committee (IGLCBC) is responsible for selecting these grants pursuant to the priorities and other requirements stated in the law.

In October 2008, the IGLCBC reviewed findings and recommendations of the California State Auditor/Bureau of State Audits' Report. The Audit provided clarifications regarding eligible jurisdictions, use of interest, and the kind of documentation necessary to show the relationship between a project and impacts of Indian casinos. As a result of the audits, Assembly Bill 158 was passed, which incorporated the recommendations of the State's auditors. The IGLCBC made changes to the grant program to comply with the new requirements to include: (1) Grant funds shall be deposited in interest-bearing accounts and interest shall only be used to mitigate an impact from an Indian casino. (2) Funding shall cover only the proportionate share needed to mitigate the impact. (3) Applicants will be required to provide additional documentation regarding the nexus between a proposed project and the impacts from an Indian casino.

Prior Fiscal Year Highlights:
Due to a lack of funds in the Indian Gaming Special Distribution Fund for Fiscal Year 2016-17, the San Diego County Indian Gaming Local Community Benefit Committee (IGLCBC) announced that they would not be accepting applications or providing funding for projects in the upcoming fiscal year. Indian Gaming Grants were last awarded in Fiscal Year 2014-15.

Since 2005, the City has received nearly $1.9 million from the Indian Gaming Special Distribution Fund for projects that mitigate the impacts of local casinos. As a result of new criteria established with Assembly Bill 158 in September 2008, only the proportionate share needed to mitigate the impacts from an Indian casino is eligible for funding and applicants are required to provide additional documentation regarding the nexus between a proposed project and the impacts. Starting in 2009, the IGLCBC made changes to the grant program to comply with the new requirements, which resulted in lower funding requests for projects.

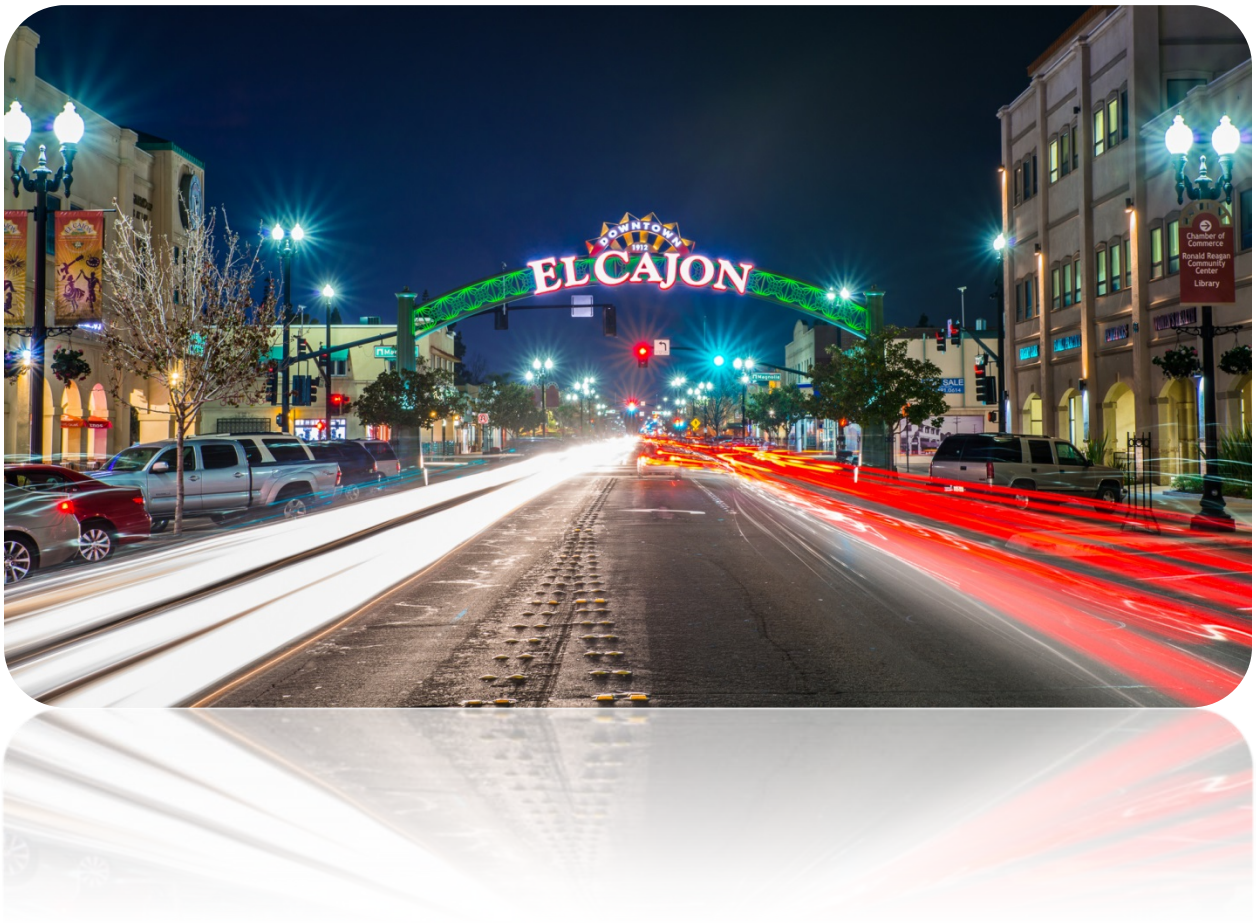
Goals:
- To identify projects and seek grant funding to mitigate the impacts of Indian casinos.
- When grants are received, provide acknowledgement to the local tribes and continue to express our gratitude to the Barona Band of Mission Indians and the Sycuan Band of the Kumeyaay Nation through press releases, newsletter articles, and the City's websites.
- Comply with State law and City purchasing standards and annual reporting and auditing requirements.

Financial Comments:
Indian Gaming Grants awarded to date:

Type I Fire Pumper	$437,762.70
Traffic Signal at Washington Avenue / Granite Hills Drive / Dehesa Road	$120,000.00
Alcohol Screening Devices	$5,200.00

ACTIVITY: INDIAN GAMING GRANTS **ACTIVITY NO: 254000**

Traffic Critical Incident Response Vehicle	$45,000.00
Paramedic Ambulance	$100,000.00
Vandalism Deterrent Systems	$10,000.00
Utility Command Vehicle	$70,000.00
Automated License Plate Recognition Devices	$30,000.00
Resurface Washington Avenue between Granite Hills Drive & Jamacha Road	$500,000.00
Street Improvements on the corner of Palm Avenue & Marshall Avenue	$95,000.00
Video Monitoring and Recording System in the Police Communications Center	$13,650.00
Granite Hills Pavement Resurfacing	$78,000.00
Marshall Avenue Pavement Resurfacing	$38,250.00
Fire Apparatus Replacement (portion of Engine / outfitting of two ambulances)	$88,500.00
Wells Park Outdoor Exercise Equipment	$13,800.00
Washington Avenue Speed Feedback Sign	$35,000.00
Police Department Vehicle Replacement	$12,078.00
Public Works Pavement Program (Phase I)	$75,000.00
Washington Avenue Traffic Monitoring Stations	$70,010.00
Fire Department Portable Radio Replacement	$65,000.00
Police Department Vehicle Replacement	$13,911.00
TOTAL	**$1,916,161.70**


DOWNTOWN
1912
EL CAJON
Chamber of Commerce
Ronald Reagan Community Center
Library
SALE

ACTIVITY: PUBLIC WORKS - PARK CAPITAL IMPROVEMENT PROJECTS ACTIVITY NO: 505000

Description:

Research, planning, construction, improvement, maintenance, and operation of the City's parks and open spaces and the administrative costs necessarily incurred in the foregoing purposes.

Financial Comments:

The following Parks projects will be funded in fiscal year 2016-17.

$ 75,000	Park Functional Maintenance
$ 40,000	Dugout Roof Replacement
$ 150,000	Drainage Improvements
$1,256,283	Ronald Reagan Community Center Plaza
$ 252,254	Renette Park Improvements
$ 350,000	Neighborhood Park Improvements
$ 47,500	Security Gates at City Parks
$ 121.500	Lighting Improvements – Van Zanten Park
$2,292,537	

PARKS CAPITAL IMPROVEMENT PROJECTS
FISCAL YEAR 2016-2017

Program Description	Project No.	BUDGET
Park Functional Maintenance	PK1604	75,000
Dugout Roof Replacement	PK3386	40,000
Drainage Improvements- Van Zanten Park	PK3480	150,000
Ronald Reagan Community Center Renovation	PK3508	1,256,283
Renette Park Improvements	PK3564	252,254
Neighborhood Park Improvements	PK3582	350,000
Security Gates at City Parks	PK3583	47,500
Lighting Improvements - Van Zanten Park	PK3584	121,500
Total Projects		**2,292,537**

Funding Sources	
General Fund (City Capital Improvement Program)	284,000
Community Development Block Grant - eligible	683,987
Wastewater	170,000
Successor Agency 2007 RDA Bonds	1,018,283
First Five Grant	77,267
Park Development Impact Fees	59,000
Total Sources	**2,292,537**

CAPITAL IMPROVEMENT PROJECT
FISCAL YEAR 2016-2017

PROJECT NAME: **PARK FUNCTIONAL MAINTENANCE** **ACTIVITY:** **505000**
PROJECT NO: **PK1704**

Description:
Fund emergency repairs and projects over and above routine maintenance activities, in order to prolong the park and public grounds functionality, security and effective service life.

Justification:
Will provide for general park and public ground improvements and repair or replacement of damaged light poles, fencing, playground equipment, tables, benches and other site furnishings.

Scheduling:
Ongoing

Relationship to General & Community Plans:
Public safety and open space for the health and wellness of El Cajon park patrons is essential. Significant park improvements link public safety and open space needs for the City's General Plan.

Operating Budget Impact:
This project is expected to have an insignificant impact on the operating budget.

	Prior Year(s) Expend Actual	Current Year Expend Estimate	Appropriation FY 16-17	Est. Project Costs Through FY 16-17
Architectural Services (8315)			**5,000**	5,000
Consulting Services (8325)				-
Engineering Services (8335)				-
Engineering Services-Internal (8336)				-
Legal Services (8345)				-
Other Prof/Tech Services (8395)				-
Advertising (8522)			**500**	500
Printing & Binding (8570)			**1,000**	1,000
Land Acquisition (9050)				-
Construction-Buildings (9060)				-
Infrastructure (9065)				-
Relocation Costs (9080)				-
Other Misc. Expenses (8524, 8568, 8576 & 8594)				-
Land Improvements / Abatement & Demo (9055)			**68,500**	68,500
Contingency (9060)				-
PROJECT COST TOTAL:	-	-	**75,000**	75,000

Source(s) of Funds:				
				-
General Fund			**75,000**	75,000
FUNDING TOTAL:	-	-	**75,000**	75,000

CAPITAL IMPROVEMENT PROJECT
FISCAL YEAR 2016-2017

DESCRIPTION

PROJECT NAME: **DUGOUT ROOF REPLACEMENT** **ACTIVITY:** **505000**

PROJECT NO: **PK3386**

Description:

Remove and replace existing dugout roofs at Wells and Tuttle Parks.

Justification:

The current dugout roofs are rusted, leaking and not repairable. New roofs will make the parks a more attractive and safe place to recreate. The baseball fields at Wells and Tuttle Parks are heavily used by over 5,000 local youth during critical after school hours. These fields provide a safe place for many constructive activities to take place which help to promote a healthy lifestyle for all ages.

Scheduling:

In Fiscal Year 2015-16, the dugout roofs for the baseball fields at Albert Van Zanten Park were completed. Design and construction for Wells and Tuttle Parks are anticipated to begin in Fiscal Year 2015-16 and will be completed in Fiscal Year 2016-17.

Relationship to General & Community Plans:

Public safety and open space for the health and wellness of El Cajon residents is essential. Significant park improvements link public safety and open space needs for the City's General Plan.

Operating Budget Impact:

None.

	Prior Year(s) Expend Actual	Current Year Expend Estimate	Appropriation FY 16-17	Est. Project Costs Through FY 16-17
Architectural Services (8315)				-
Consulting Services (8325)				-
Engineering Services (8335)				-
Engineering Services-Internal (8336)				-
Legal Services (8345)				-
Other Prof/Tech Services (8395)				-
Advertising (8522)				-
Permits & Fees (8560)				-
Printing and Binding (8570)				-
Construction-Buildings (9060)		6,640	**40,000**	46,640
Infrastructure (9065)				-
Relocation Costs (9080)				-
Other Misc. Expenses (8524, 8568, 8576 & 8594)				-
Land Improvements / Abatement & Demo (9055)				-
Contingency (9060)				-
PROJECT COST TOTAL:	-	6,640	**40,000**	46,640

Source(s) of Funds:				
General Fund		6,640	**40,000**	46,640
FUNDING TOTAL:	-	6,640	**40,000**	46,640

CAPITAL IMPROVEMENT PROJECT
FISCAL YEAR 2016-2017

PROJECT NAME: **DRAINAGE IMPROVEMENTS - VAN ZANTEN PARK** **ACTIVITY:** **505000**
PROJECT NO: **PK3480**

Description:
Remove, replace and improve existing concrete paving and install additional catch basins to intercept runoff from the adjacent hillside and plaza area. Install conduit sleeving for future improvements.

Justification:
The current drainage system lacks sufficient catch basins to intercept runoff causing flooding on the baseball infield. When concrete is removed for replacement, conduit sleeving will be installed for future improvements.

Scheduling:
Project design will occur in Fiscal Year 2014-15 with construction anticipated for Fiscal Year 2016-17.

Relationship to General & Community Plans:
Public safety and open space for the health and wellness of El Cajon park patrons is essential.

Operating Budget Impact:
None.

	Prior Year(s) Expend Actual	Current Year Expend Estimate	Appropriation FY 16-17	Est. Project Costs Through FY 16-17
Architectural Services (8315)	25,000			25,000
Consulting Services (8325)				-
Engineering Services (8335)				-
Engineering Services-Internal (8336)				-
Legal Services (8345)				-
Other Prof/Tech Services (8395)				-
Advertising (8522)				-
Permits & Fees (8560)				-
Land Acquisition (9050)				-
Construction-Buildings (9060)				-
Infrastructure (9065)			**150,000**	150,000
Relocation Costs (9080)				-
Other Misc. Expenses (8524, 8568, 8576 & 8594)				-
Land Improvements / Abatement & Demo (9055)				-
Contingency (9060)				-
PROJECT COST TOTAL:	25,000	-	**150,000**	175,000

Source(s) of Funds:				
Wastewater	25,000		**150,000**	175,000
FUNDING TOTAL:	25,000	-	**150,000**	175,000

CAPITAL IMPROVEMENT PROJECT
FISCAL YEAR 2016-2017

PROJECT NAME: **RONALD REAGAN COMMUNITY CENTER RENOVATION** **ACTIVITY:** **505000**

PROJECT NO: **PK3508**

Description:

As a continuation of design elements of the Centennial Plaza and Prescott Promenade, this project provides for the renovation and improvement of the Ronald Reagan Community Center. Complete remodel of the existing facility to include improvements to the office, reception area, restrooms, kitchen, public areas, and an addition of a new conference room. Remodel will include all new appliances, flooring, countertops, partitions, patching and painting of walls, and addition of chair rails as needed. Work will also include enhancements to the audio/visual systems and electrical upgrade. Exterior work will include lighting, concrete flatwork, and landscaping. These renovations will bring the facility into compliance with the American with Disabilities Act requirements.

Justification:

This facility is over 25 years old and has been subject to extensive use by facility patrons. Some of the kitchen equipment has exceeded its useful life expectancy and is no longer cost effective to repair. Refurbishment will help to maintain the Community Center as a first-class rental facility.

Scheduling:

Design and construction to be completed in Fiscal Year 2014-15 upon receipt of issuance of approval of the project on each Recognized Obligation Payment Schedule ("ROPS") by the California Department of Finance (DOF) and the appointed Oversight Board.

Relationship to General & Community Plans:

Project demonstrates the City's commitment to providing full and equal access at City recreation centers and parks, further contributing to the health, safety, security and welfare of park patrons.

Operating Budget Impact:

Project costs to be paid from the proceeds of the former El Cajon Redevelopment Agency Tax Allocation Bonds Issue of 2007 now under the control of the Successor Agency. Expenditure of project funds are subject to approval on each Recognized Obligation Payment Schedule by the appointed Oversight Board and the DOF.

	Prior Year(s) Expend Actual	Current Year Expend Estimate	Appropriation FY 16-17	Est. Project Costs Through FY 16-17
Architectural Services (8315)	7,634	128,709	**43,657**	180,000
Consulting Services (8325)				-
Engineering Services (8335)				-
Engineering Services-Internal (8336)				-
Inspection-Internal (8337)				-
Other Prof/Tech Services (8395)				-
Advertising (8522)			**300**	300
Permits & Fees (8560)		50	**50**	100
Printing and Binding (8570)		532		532
Construction-Buildings (9060)		6,793	**1,212,276**	1,219,069
Infrastructure (9065)				-
Relocation Costs (9080)				-
Other Misc. Expenses (8524, 8568, 8576 & 8594)				-
Land Improvements / Abatement & Demo (9055)				-
Contingency (9060)				-
PROJECT COST TOTAL:	7,634	136,083	**1,256,283**	1,400,000

Source(s) of Funds:				
Successor Agency 2007 Bonds	7,634	124,083	**768,283**	900,000
CDBG Eligible		12,000	**238,000**	250,000
Successor Agency 2007 Bonds - pending			**250,000**	250,000
FUNDING TOTAL:	7,634	136,083	**1,256,283**	1,400,000

CAPITAL IMPROVEMENT PROJECT
FISCAL YEAR 2016-2017

DESCRIPTION

PROJECT NAME: **RENETTE PARK IMPROVEMENTS**

ACTIVITY: **505000**
PROJECT NO: **PK3564**

Description:

Demolition of existing park features, design and construction of two new playgrounds. A new play space will be built for children zero (0) to five (5) years of age. A second play space will be constructed for children two (2) to 12 years of age with larger playground equipment. Other improvements include security cameras, the installation of playground surfacing, play equipment and universal play engagement pieces, expanded safety fencing, new park lighting and repaving of concrete walkways, in compliance with ADA standards. Potential improvements include the installation of new outdoor adult fitness equipment, fencing and a shade structure.

Justification:

Renette Park is located in a low and moderate income census tract, containing a high number of multi-family complexes. The park is heavily used by area residents for picnics, family gatherings, and other recreational activities. CDBG funds will used for design and construction of the improvements and will be leveraged with First 5 Grant funds from the County of San Diego. The First 5 Grant requires that the new play space be targeted for children zero (0) to five (5) years of age and expectant mothers. Therefore, a majority of the playground pieces will target children zero (0) to five (5) years of age; the larger playground equipment will target children two (2) to 12 of age.

Scheduling:

This project is anticipated to be completed by September 2016.

Relationship to General & Community Plans:

Public safety for the health and wellness of El Cajon residents is essential. The proposed playground will provide positive structured programs for youth and exercise opportunities for adults.

Operating Budget Impact:

None anticipated.

	Prior Year(s) Expend Actual	Current Year Expend Estimate	Appropriation FY 16-17	Est. Project Costs Through FY 16-17
Architectural Services (8315)				-
Consulting Services (8325)				-
Engineering Services (8335)				-
Engineering Services-Internal (8336)		16,374	**4,354**	20,728
Inspection-Internal (8337)		10,000	**10,000**	20,000
Other Prof/Tech Services (8395)				-
Advertising (8522)		250		250
Permits & Fees (8560)		50		50
Printing & Binding (8570)				-
Land Improvements (9055)		255,900	**237,900**	493,800
Infrastructure (9065)				-
Printing & Binding (8570)				-
Other Misc. Expenses (8524, 8568, 8576 & 8594)				-
Land Improvements / Abatement & Demo (9055)				-
Contingency (9060)				-
PROJECT COST TOTAL:	-	282,574	**252,254**	534,828

Source(s) of Funds:				
CDBG - 270900		159,841	**95,987**	255,828
First 5 Grant - County of San Diego 508000		122,733	**77,267**	200,000
Park Impact Fees 515000			**59,000**	59,000
Wastewater			**20,000**	20,000
FUNDING TOTAL:	-	282,574	**252,254**	534,828

CAPITAL IMPROVEMENT PROJECT
FISCAL YEAR 2016-2017

DESCRIPTION

PROJECT NAME: **NEIGHBORHOOD PARK IMPROVEMENTS** **ACTIVITY:** **505000**
PROJECT NO: **PK3582**

Description:

Revitalize the Neighborhood Park adjacent to the Ronald Reagan Community Center with new lighting, site furnishings and landscape improvements in and around the park site.

Justification:

The Neighborhood Park adjacent to the Ronald Reagan Community Center is heavily used by the neighborhood residents. The City applied for a KaBOOM! Grant to build a playground at the park in April 2016. The passive as well as active recreational improvements to the park will enhance the playground and will increase the safety and recreational opportunities for seniors and families with children living near the park. The additional lighting will enhance security at the park and make it more accessible for all users. The landscaping in and around the park will enhance the aesthetics of the area adjacent to the library, the Ronald Reagan Community Center and the Lexington Senior Apartments.

Scheduling:

Evaluation is underway, but evaluation and construction is anticipated to begin in Fiscal Year 2016-17.

Relationship to General & Community Plans:

Public safety for the health and wellness of El Cajon residents is essential. The proposed park improvements will provide positive structured programs for youth and exercise opportunities for adults.

Operating Budget Impact:

The improvements will result in an increase to the Parks Operating Budget.

	Prior Year(s) Expend Actual	Current Year Expend Estimate	Appropriation FY 16-17	Est. Project Costs Through FY 16-17
Architectural Services (8315)				-
Consulting Services (8325)				-
Engineering Services (8335)				-
Engineering Services-Internal (8336)			**25,000**	25,000
Inspection-Internal (8337)			**20,000**	20,000
Legal Services (8345)				-
Other Prof/Tech Services (8395)				-
Advertising (8522)			**500**	500
Permits & Fees (8560)			**500**	500
Printing & Binding (8570)			**1,000**	1,000
Land Improvements (9055)			**303,000**	303,000
Infrastructure (9065)				-
Printing & Binding (8570)				-
Other Misc. Expenses (8524, 8568, 8576 & 8594)				-
Land Improvements / Abatement & Demo (9055)				-
Contingency (9060)				-
PROJECT COST TOTAL:	-	-	**350,000**	350,000

Source(s) of Funds:				
				-
CDBG - 270900			**350,000**	350,000
				-
FUNDING TOTAL:	-	-	**350,000**	350,000

CAPITAL IMPROVEMENT PROJECT
FISCAL YEAR 2016-2017

DESCRIPTION

PROJECT NAME: **PARK SECURITY GATES** **ACTIVITY:** **505000**

PROJECT NO: **PK3583**

Description:

Purchase and installation of security gates at each entrance to City owned parks, including Bostonia, Kennedy, Renette and Wells Parks.

Justification:

Security at these parks is of major concern. The installation of gates at each entrance of the parks will aid the Police Department in ensuring the City's parks are safe and crime free. Improvements will increase the safety by not allowing illegal activities at night to be present at parking lots.

Scheduling:

Project is anticipated to be completed in Fiscal Year 2016-17.

Relationship to General & Community Plans:

Public safety for the health and wellness of El Cajon residents is essential. The proposed park improvements will provide safety for youth and adults.

Operating Budget Impact:

There are minimal operational budget impacts associated with opening and closing of the gates.

	Prior Year(s) Expend Actual	Current Year Expend Estimate	Appropriation FY 16-17	Est. Project Costs Through FY 16-17
Architectural Services (8315)				-
Consulting Services (8325)				-
Engineering Services (8335)				-
Engineering Services-Internal (8336)			**5,000**	5,000
Inspection-Internal (8337)			**5,000**	
Legal Services (8345)				-
Other Prof/Tech Services (8395)				-
Advertising (8522)			**450**	450
Permits & Fees (8560)			**50**	50
Printing & Binding (8570)			**1,000**	1,000
Land Improvements (9055)				-
Infrastructure (9065)			**36,000**	36,000
Printing & Binding (8570)				-
Other Misc. Expenses (8524, 8568, 8576 & 8594)				-
Land Improvements / Abatement & Demo (9055)				-
Contingency (9060)				-
PROJECT COST TOTAL:	-	-	**47,500**	42,500

Source(s) of Funds:				
				-
General Fund			**47,500**	47,500
				-
FUNDING TOTAL:	-	-	**47,500**	47,500

CAPITAL IMPROVEMENT PROJECT
FISCAL YEAR 2016-2017

DESCRIPTION

PROJECT NAME: **LIGHTING IMPROVEMENTS - VAN ZANTEN PARK**

ACTIVITY: **505000**

PROJECT NO: **PK3584**

Description:

Remove and replace park light poles, fixtures and controls at Albert Van Zanten Park.

Justification:

Existing light poles and fixtures are heavily corroded and are nearing the end of their useful life. Lighting improvements at various Park locations will address today's park user needs using Crime Prevention through Environmental Design (CPTED) strategies. Existing security lights, parking lot lighting and sports field lighting at these sites are over 20 years old, inefficient, and contribute light pollution to neighboring properties. During critical after school hours, over 5,000 local youth utilize these spaces for constructive activities which contribute to the overall health and wellness of the community. Improved lighting will provide a sense of security and safety.

Scheduling:

Project is anticipated to be completed in Fiscal Year 2016-17.

Relationship to General & Community Plans:

Public safety for the health and wellness of El Cajon residents is essential. The proposed park lighting improvements will provide safety for youth and adults.

Operating Budget Impact:

Minimal increases are anticipated in the operating budget.

	Prior Year(s) Expend Actual	Current Year Expend Estimate	Appropriation FY 16-17	Est. Project Costs Through FY 16-17
Architectural Services (8315)			**10,000**	10,000
Consulting Services (8325)			**-**	-
Engineering Services (8335)				-
Engineering Services-Internal (8336)			**5,000**	5,000
Inspection-Internal (8337)			**5,000**	5,000
Legal Services (8345)				-
Other Prof/Tech Services (8395)				-
Advertising (8522)			**450**	450
Permits & Fees (8560)			**50**	50
Printing & Binding (8570)			**1,000**	1,000
Land Improvements (9055)				-
Infrastructure (9065)			**100,000**	100,000
Printing & Binding (8570)				-
Other Misc. Expenses (8524, 8568, 8576 & 8594)				-
Land Improvements / Abatement & Demo (9055)				-
Contingency (9060)				-
PROJECT COST TOTAL:	-	-	**121,500**	121,500

Source(s) of Funds:				
				-
General Fund			**121,500**	121,500
				-
FUNDING TOTAL:	-	-	**121,500**	121,500

FY 2016-2017 ANNUAL BUDGET
DEPARTMENT EXPENDITURE WORKSHEET

Acct #	Account Title	FY13-14 Actual	FY14-15 Actual	FY15-16 Budgeted	FY15-16 Estimated	FY16-17 Adopted
505000						**P W PARKS PROJECTS**
8160	OPERATING SUPPLIES	691	-	-	1,000	-
8315	ARCHITECTURAL SERVICES	44,825	14,221	180,000	128,709	58,657
8325	CONSULTING SERVICES	14,161	624	-	-	-
8336	INTERNAL ENG DESIGN	-	-	20,000	16,374	39,354
8337	INTERNAL INSPECT/MGMT	-	-	20,000	10,000	40,000
8522	ADVERTISING	-	-	1,600	410	2,200
8560	PERMITS AND FEES	-	-	100	100	650
8570	PRINTING AND BINDING	-	-	2,000	531	4,000
TOTAL	**MAT'L, SVC & SUPPLIES**	**59,677**	**14,845**	**223,700**	**157,124**	**144,861**
9010	MINOR FURN&EQUIP <$10,000	3,686	14,243	-	-	-
9055	LAND IMPROVEMENTS	59,895	64,431	277,950	340,900	609,400
9060	BUILDINGS & IMPROVEMENTS	-	-	123,500	210,433	1,252,276
9065	INFRASTRUCTURE	8,333	49,700	1,424,128	6,340	286,000
TOTAL	**CAPITAL OUTLAY**	**71,914**	**128,374**	**1,825,578**	**557,673**	**2,147,676**
	ACTIVITY TOTAL	**131,592**	**143,219**	**2,049,278**	**714,797**	**2,292,537**

ACTIVITY: PUBLIC WORKS **ACTIVITY NO: 515000**
PARKS CAPITAL IMPROVEMENT PROJECTS - IMPACT FEES

Description:

Funds for Parks and Recreation facilities capital improvements are available from the Dwelling Unit License Tax.

Prior Fiscal Year Highlights:

During the 2015-16 fiscal year the City Council allocated $59,000 of Park Impact Fees for the purchase of a shade structure to be placed at Renette Park as part of the Renette Park Playground project.

Goals:

It is anticipated that the Renette Park Playground will be completed during the summer of 2016. Therefore, the $59,000 of Park Impact Fees will be carried over to the 2016-17 fiscal year.

Financial Comments:

The Dwelling Unit Tax is assessed pursuant to the taxing power of the City and is solely for the purpose of producing revenue so funds are available for improvements at park and recreation facilities.

ACTIVITY: PUBLIC WORKS **ACTIVITY NO: 650900**
WASTEWATER CAPITAL IMPROVEMENT PROJECTS

Description

Prepare plans, specifications and administer contracts to construct and install storm drains and sewer improvements necessary to maintain public health and safety.

Prior Fiscal Year Highlights:

The Public Works Department, with assistance from consultants, completed the construction of Phase 1 of the Johnson Avenue Sewer Relief Project, a one mile pipeline that will alleviate a significant system constraint.

Completed a five-year effort to inspect and assess the condition of the 200 miles of sewer pipeline and metal storm drain pipes.

Completed storm drain and sewer pipe repair and replacement of pipes at numerous locations.

Completed emergency storm drain repairs of damaged metal pipes in Tangerine and Avocado Boulevard.

Completed an update to the Sewer System Master Plan.

Completed an audit of the Sewer System Management Plan.

Goals:

- Provide needed storm drainage facilities to prevent flooding of and damage to public and private property.
- Provide improved sewer facilities to increase capacity where needed and to correct existing maintenance problems.
- Continue to line and replace existing manholes and sewer lines to correct structural deficiencies and reduce the infiltration of ground water.
- Replace or line all deteriorated corrugated metal storm drains.
- Complete construction of projects while minimizing claims from contractors.
- Complete the construction of the Johnson Avenue Sewer Interceptor Phase 2.
- Continue to improve and update sewer system management plan.
- Incorporate a computerized maintenance management system and move towards introduction of tablets into the maintenance regime.

Financial Comments:

The General Fund will be reimbursed for engineering services related to Wastewater Projects. Included in the Fiscal Year 2016-17 budget is the first of 20 annual payments for the loan and interest for the Johnson Avenue Sewer Relief Project.

Funding is allocated for the following wastewater projects this fiscal year.

$	8,944,000	Johnson Avenue Sewer Trunk Line – Phase 2
$	90,000	Sewer System Inspection and Rehabilitation
$	515,000	Fletcher Parkway Sewer Replacement
$	262,051	Channel Repairs and Fencing

ACTIVITY: PUBLIC WORKS **ACTIVITY NO: 650900**
WASTEWATER CAPITAL IMPROVEMENT PROJECTS

$	2,870,000	Sewer and Storm Drain Repair and Replacement 2015
$	25,000	Sewer System Master Plan Update
$	100,000	TMDL Water Quality Improvements
$	75,000	Asset Management Sewer and Stormwater Pilot Program
$	478,750	Broadway Earthen Channel Repairs
$	60,000	Water Quality Improvements
$	160,300	Whittset Storm Drain Study and Repair
$	162,500	Transfer out to City CIP
$	170,000	Transfer out to Parks CIP
$	339,487	Transfer out to Transportation CIP
$	350,000	Payment to City of La Mesa for Alvarado Trunk Sewer
$	500,000	Loan Payment and Interest for Johnson Avenue Sewer Relief
$	15,102,088	

PUBLIC WORKS WASTEWATER
CAPITAL IMPROVEMENT PROJECTS
FISCAL YEAR 2016-17

PROJECT DESCRIPTION	PROJECT NO.	BUDGET
Johnson Avenue Sewer Relief Project - Phase 2	WW3250-2	8,944,000
Sewer System Inspection and Rehabilitation - Final Phase	WW3304	90,000
Fletcher Parkway Sewer Replacement	WW3429	515,000
Channel Repairs	WW3518	262,051
Sewer & Storm Drain Repair & Replacement 2015	WW3519	2,870,000
Sewer System Master Plan	WW3520	25,000
TMDL Water Quality Improvements	WW3521	100,000
Asset Management Sewer and Stormwater Pilot Program	WW3585	75,000
Broadway Earthen Channel Repairs	WW3586	478,750
Water Quality Improvements	WW3587	60,000
Whittset Storm Drain Study and Repair	WW3588	160,300
Transfer Out to City CIP		162,500
Transfer Out to Parks CIP		170,000
Transfer Out to Transportation CIP		339,487
Payment to City of La Mesa for Alvarado Trunk Sewer		350,000
Loan Payment and Interest for Johnson Avenue Sewer Relief		500,000
Total Improvements		**15,102,088**

FUNDING SOURCE	
Wastewater Enterprise Fund	9,402,088
State Revolving Loan Fund	4,700,000
State Sewer Grant	1,000,000
Total Improvement Funding	**15,102,088**

CAPITAL IMPROVEMENT PROJECT
FISCAL YEAR 2016 - 2017

PROJECT NAME: **JOHNSON AVENUE SEWER RELIEF PROJECT - PHASE 2**

ACTIVITY: **650900**
PROJECT NO: **WW3250-2**

Description:

The Johnson Avenue Sewer Relief Project (JASRP) is a high priority project that corrects existing sewer capacity deficiencies. JASRP-2 is a new 30" Sewer Trunk line that is planned along an alignment beginning at the intersection of Fletcher Parkway and Johnson continuing along Johnson Avenue and then along Madison Avenue to Compton Avenue.

Justification:

The Wastewater Master Plan identified a current capacity deficiency in the collection system beginning in downtown, at the intersection of Main Street and Johnson Avenue and continuing northerly along Johnson Avenue to Vernon Way. This project will provide increased sewer capacity for the residents and businesses in El Cajon and improve capability to manage inflow and infiltration.

Scheduling:

The Johnson Avenue Sewer Consolidation Study was initiated in Fiscal Year 2008-09 to examine the preferred alignment and to identify any constructability issues. Following completion of the preliminary design in 2012, a final design began in September 2012 and construction began in 2014. The City was given a State Sewer Grant to assist in funding the project in the form of principal forgiveness which doesn't accrue until the project is completed. The bids for the original project exceeded the budgeted funding, therefore, in September 2014 the City Council approved splitting the project into two phases. Phase 1 is complete. Phase 2 is underway and will be completed in Fiscal Year 2016-17.

Relationship to General & Community Plans:

The planned project will meet existing general plan neighborhood densities and wastewater requirements.

Operating Budget Impact:

The project will add new assets to the City's inventory, but eliminate two siphons and help to alleviate issues with siphons and other spills. Anticipated incremental increases in annual maintenance may be realized in future years beginning in 2017.

	Prior Year(s) Expend Actual	Current Year Expend Estimate	Appropriation FY 16-17	Est. Project Costs Through FY 16-17
Architectural Services (8315)				-
Consulting Services (8325)		20,000	**25,000**	45,000
Engineering Services (8335)		50,000	**44,000**	94,000
Engineering Services-Internal (8336)		35,000	**35,000**	70,000
Inspection Services-Internal (8337)		10,000	**20,000**	30,000
Accounting/Audit Services (8310)			**2,500**	2,500
Legal Services (8345)				-
Other Prof/Tech Services (8395)		50,000	**197,500**	247,500
Other Prof/Tech Services-Internal (8396)				-
Advertising (8522)		250	**-**	250
Disposal (8534)				-
Permits & Fees (8560)		40,000	**20,000**	60,000
Postage and Shipping (8568)				-
Printing and Binding (8570)		3,000		3,000
Rent Expense (8574)				-
Training, Meetings and Schools (8594)				-
Land Acquisition (9050)		100,000		100,000
Construction-Buildings (9060)				-
Infrastructure (9065)			**8,600,000**	8,600,000
Relocation Costs (9080)				0
Printing & Binding (8570)				0
Land Improvements / Abatement & Demo (9055)				0
Training, Meetings & Schools (8594)				0
Contingency (9060)				0
PROJECT COST TOTAL:	-	308,250	**8,944,000**	9,252,250

Source(s) of Funds:				
State Sewer Grant			**1,000,000**	1,000,000
State Revolving Loan Fund			**4,700,000**	4,700,000
Wastewater		308,250	**3,244,000**	3,552,250
FUNDING TOTAL:	-	308,250	**8,944,000**	9,252,250

CAPITAL IMPROVEMENT PROJECT
FISCAL YEAR 2016 - 2017

PROJECT NAME: **SEWER SYSTEM INSPECTION AND REHABILITATION - FINAL PHASE**

ACTIVITY: **650900**

PROJECT NO: **WW3304**

Description:

This project included the inspection and pipeline assessment of the City's Sewer Collection System. The City has approximately 200 miles of wastewater pipeline with much of it in excess of 40 years in age and nearing its useful life. The State of California has mandated that all cities inspect pipeline condition. The inspection, pipeline assessment, and the estimates for replacement and repairs have been completed. The resulting Capital Improvement Project anticipates a 15 year program to rehabilitate or replace pipelines in the system. The Final Phase of the Project will create a web-based video viewer for operational purposes along with a maintenance tracking database.

Justification:

The City's Sewer System Management Plan includes changes to the operations and maintenance activities that deal with periodic inspection and programming pipeline defects for repair or rehabilitation. The Final Phase establishes much needed tools for operational staff to plan maintenance and rehabilitation activities and will be completed by mid-summer 2016.

Scheduling:

Work will be completed the first quarter of Fiscal Year 2016-17.

Relationship to General & Community Plans:

Will reduce the operational budget by improving operational efficiency.

Operating Budget Impact:

This project will assess the deferred maintenance of existing sewer collection systems and increase short-term rehabilitation costs over the next three years.

	Prior Year(s) Expend Actual	Current Year Expend Estimate	Appropriation FY 16-17	Est. Project Costs Through FY 16-17
Architectural Services (8315)				-
Consulting Services (8325)	1,328,836	40,000	**80,000**	1,448,836
Engineering Services (8335)				-
Engineering Services-Internal (8336)	126,066	10,000	**10,000**	146,066
Legal Services (8345)				-
Other Prof/Tech Services (8395)				-
Advertising (8522)				-
Permits & Fees (8560)				-
Postage & Shipping (8568)	90			90
Software Agreements/Maintenance (8586)				-
Land Acquisition (9050)				-
Construction-Buildings (9060)				-
Infrastructure (9065)				-
Relocation Costs (9080)				-
Other Misc. Expenses (8524, 8568, 8576 & 8594)				-
Land Improvements / Abatement & Demo (9055)				-
Contingency (9060)				-
PROJECT COST TOTAL:	1,454,991	50,000	**90,000**	1,594,991

Source(s) of Funds:				
Wastewater	1,454,991	50,000	**90,000**	1,594,991
FUNDING TOTAL:	1,454,991	50,000	**90,000**	1,594,991

CAPITAL IMPROVEMENT PROJECT
FISCAL YEAR 2016 - 2017

DESCRIPTION

PROJECT NAME: **FLETCHER PARKWAY SEWER REPLACEMENT** **ACTIVITY:** **650900**

PROJECT NO: **WW3429**

Description:

Wastewater Master Plan Project No. 6 - Upsize of 8" sewer in Fletcher Parkway with new 10" sewer from Navajo to Chatham and replace a 6" in Brockton Street subject to a year's flow.

Justification:

Master Plan identified a current capacity deficiency in the collection system in Fletcher Parkway beginning at Navajo Road and ending at Chatham.

Scheduling:

Design was completed in spring of 2016 with construction planned for the summer of 2016.

Relationship to General & Community Plans:

The planned project will meet existing general plan neighborhood densities and wastewater requirements.

Operating Budget Impact:

The project will supplement existing assets and will necessitate an incremental increase in operational costs.

	Prior Year(s) Expend Actual	Current Year Expend Estimate	Appropriation FY 16-17	Est. Project Costs Through FY 16-17
Architectural Services (8315)				-
Consulting Services (8325)				-
Engineering Services (8335)				-
Engineering Services-Internal (8336)	16,603	20,000	**20,000**	56,603
Inspection Services-Internal (8337)		5,000	**25,000**	30,000
Legal Services (8345)				-
Other Prof/Tech Services (8395)		5,000	**10,000**	15,000
Advertising (8522)		150		150
Permits & Fees (8560)		50		50
Operating Supplies (8160)				
Printing & Binding (8570)				-
Construction-Buildings (9060)				-
Infrastructure (9065)			**460,000**	460,000
Relocation Costs (9080)				-
Other Misc. Expenses (8524, 8568, 8576 & 8594)				-
Land Improvements / Abatement & Demo (9055)				-
Contingency (9060)				-
PROJECT COST TOTAL:	16,603	30,200	**515,000**	561,803

Source(s) of Funds:				
				-
Wastewater	16,603	30,200	**515,000**	561,803
				-
FUNDING TOTAL:	16,603	30,200	**515,000**	561,803

CAPITAL IMPROVEMENT PROJECT
FISCAL YEAR 2016 - 2017

DESCRIPTION

PROJECT NAME: **CHANNEL REPAIRS** **ACTIVITY:** **650900**

PROJECT NO: **WW3518**

Description:

Miscellaneous repairs and fencing in County Ditch, Forrester Creek, Broadway and Washington Channels.

Justification:

The City's major drainage channels were constructed in the 1960's. Structural repairs and fencing are needed to extend the useful life of the channels. A needs assessment and spot repairs are required on the Broadway Channel, County Ditch, Forrester Creek and the Washington Channel.

Scheduling:

A condition assessment of all three channels needs to be performed followed by a ranking of repairs to be performed as funding is available. The actual repairs to the channels will be performed in subsequent years.

Relationship to General & Community Plans:

Project is consistent with the General Plan.

Operating Budget Impact:

This project will reduce annual operational costs by reducing expenses for individual repairs.

	Prior Year(s) Expend Actual	Current Year Expend Estimate	Appropriation FY 16-17	Est. Project Costs Through FY 16-17
Architectural Services (8315)				-
Consulting Services (8325)				-
Engineering Services (8335)				-
Engineering Services-Internal (8336)	12,649	25,000	**3,000**	40,649
Inspection Services-Internal (8337)			**19,051**	19,051
Legal Services (8345)				-
Other Prof/Tech Services (8395)				-
Advertising (8522)		250		250
Permits & Fees (8560)		50		50
Rent Expense (8574)				-
Printing & Binding (8570)				-
Repairs & Maintenance (8576)				-
Construction-Buildings (9060)				-
Infrastructure (9065)			**240,000**	240,000
Relocation Costs (9080)				-
Other Misc. Expenses (8524, 8568, 8576 & 8594)				-
Land Improvements / Abatement & Demo (9055)				-
Contingency (9060)				-
PROJECT COST TOTAL:	12,649	25,300	**262,051**	300,000

Source(s) of Funds:				
				-
Wastewater	12,649	50,300	**262,051**	325,000
				-
FUNDING TOTAL:	12,649	50,300	**262,051**	325,000

CAPITAL IMPROVEMENT PROJECT
FISCAL YEAR 2016 - 2017

PROJECT NAME: **SEWER & STORM DRAIN REPAIR & REPLACEMENT 2015** **ACTIVITY:** **650900**
PROJECT NO: **WW3519**

Description:

Repair or replace corrugated metal storm drain pipe and vitrified clay pipes (vcp) and junction structures throughout the City.

Justification:

Much of El Cajon's pipeline infrastrucure was installed in the 1960's and 1970's and consisted of corrugated metal pipe for storm drains and vcp for sewer mains. These pipes are at the end of their life cycle and require rehabilitation for an estimated cost of $23,000,000 to repair pipes that require attention.

Scheduling:

Pipeline repairs will continue on a priority basis as funds are available. It is projected that all repairs throughout the system will be completed by Fiscal Year 2027-28.

Relationship to General & Community Plans:

Project will improve public facilities to properly handle drainage and sewage flows within the City and reduce the probability of failure.

Operating Budget Impact:

As repairs are made, the need for intense maintenance will decrease.

	Prior Year(s) Expend Actual	Current Year Expend Estimate	Appropriation FY 16-17	Est. Project Costs Through FY 16-17
Architectural Services (8315)				-
Consulting Services (8325)				-
Engineering Services (8335)				-
Engineering Services-Internal (8336)		54,146	**140,000**	194,146
Inspection Services-Internal (8337)			**85,000**	85,000
Other Prof/Tech Services (8395)			**20,000**	20,000
Advertising (8522)			**250**	250
Permits & Fees (8560)			**50**	50
Land Acquisition (9050)				-
Construction-Buildings (9060)				-
Infrastructure (9065)			**2,624,700**	2,624,700
Relocation Costs (9080)				-
Other Misc. Expenses (8524, 8568, 8576 & 8594)				-
Land Improvements / Abatement & Demo (9055)				-
Contingency (9060)				-
PROJECT COST TOTAL:	-	54,146	**2,870,000**	2,924,146

Source(s) of Funds:				
Wastewater		54,146	**2,870,000**	2,924,146
FUNDING TOTAL:	-	54,146	**2,870,000**	2,924,146

CAPITAL IMPROVEMENT PROJECT
FISCAL YEAR 2016 - 2017

DESCRIPTION

PROJECT NAME: **SEWER SYSTEM MASTER PLAN** **ACTIVITY:** **650900**
PROJECT NO: **WW3520**

Description:

The Sewer System Master Plan (SMP) was last updated in 2008. Land use assumptions have changed since 2008 and the Sewer System Master Plan needs to reflect current land use assumptions. In addition, the list of ranked CIP projects that is provided by the SMP is included in the Sanitary Sewer System Management Plan (SSMP) which is updated every two years. From time to time, land use changes and population estimates require re-examination that affect wastewater generatin. The hydraulic model needs to be adjusted periodically to evaluate affects on wastewater capacity. This phase will trigger the need to recalibrate the sewer flow model for the entire network.

Justification:

The Sanitary Sewer System Management Plan (SSMP) is mandated by the State Water Board. The capital improvements that are anticipated need to be updated and reassessed as Master Plan assumptions change such as population forecasts.

Scheduling:

Work will be performed as needed. The hydraulic model will be used to test new assumptions as they arise.

Relationship to General & Community Plans:

No affect on the operating budget is anticipated.

Operating Budget Impact:

N/A

	Prior Year(s) Expend Actual	Current Year Expend Estimate	Appropriation FY 16-17	Est. Project Costs Through FY 16-17
Architectural Services (8315)				-
Consulting Services (8325)	87,850	12,048	**20,000**	119,898
Engineering Services (8335)				-
Engineering Services-Internal (8336)	9,297	2,851	**5,000**	17,148
Legal Services (8345)				-
Other Prof/Tech Services (8395)				-
Advertising (8522)				-
Permits & Fees (8560)				-
Operating Supplies (8160)				-
Printing & Binding (8570)				-
Construction-Buildings (9060)				-
Infrastructure (9065)				-
Relocation Costs (9080)				-
Other Misc. Expenses (8524, 8568, 8576 & 8594)				-
Land Improvements / Abatement & Demo (9055)				-
Contingency (9060)				-
PROJECT COST TOTAL:	97,147	14,899	**25,000**	137,046

Source(s) of Funds:				
				-
Wastewater	97,147	14,899	**25,000**	137,046
				-
FUNDING TOTAL:	97,147	14,899	**25,000**	137,046

CAPITAL IMPROVEMENT PROJECT
FISCAL YEAR 2016 - 2017

DESCRIPTION

PROJECT NAME: **TMDL WATER QUALITY IMPROVEMENTS** **ACTIVITY:** **650900**

PROJECT NO: **WW3521**

Description:

Planning, design and construction of structural storm water management controls to serve as a diversion for dry weather flows.

Justification:

The San Diego Regional Water Quality Control Board adopted a bacteria Total Maximum Daily Load (TMDL) in April 2011 imposing regulations for reducing bacteria levels in the water bodies, such as creeks, rivers, and the ocean. Under this TMDL, jurisdictions need to reduce bacteria to prescribed numeric levels and within a set compliance schedule of 10 and 20 years. The implementation of this storm water management feature will improve water quality in Forrester Creek and the San Diego River as well as help the City to comply with these new regulaltions.

Scheduling:

Federal and state regulations require that the City complete this project by 2021.

Relationship to General & Community Plans:

Project is consistent with the General Plan.

Operating Budget Impact:

Future cost will include increased wastewater treatment fees of approximately $100,000 per year resulting from the diversion of urban runoff flows from Forrester Creek to the sanitary sewer system.

	Prior Year(s) Expend Actual	Current Year Expend Estimate	Appropriation FY 16-17	Est. Project Costs Through FY 16-17
Architectural Services (8315)				-
Consulting Services (8325)			**10,000**	10,000
Engineering Services (8335)			**90,000**	90,000
Engineering Services-Internal (8336)				-
Legal Services (8345)				-
Other Prof/Tech Services (8395)				-
Advertising (8522)				-
Permits & Fees (8560)				-
Rent Expense (8574)				-
Printing & Binding (8570)				-
Repairs & Maintenance (8576)				-
Construction-Buildings (9060)				-
Infrastructure (9065)				-
Relocation Costs (9080)				-
Other Misc. Expenses (8524, 8568, 8576 & 8594)				-
Land Improvements / Abatement & Demo (9055)				-
Contingency (9060)				-
PROJECT COST TOTAL:	-	-	**100,000**	100,000

Source(s) of Funds:				
				-
Wastewater			**100,000**	100,000
				-
FUNDING TOTAL:	-	-	**100,000**	100,000

CAPITAL IMPROVEMENT PROJECT
FISCAL YEAR 2016 - 2017

PROJECT NAME: **ASSET MANAGEMENT SYSTEM SEWER AND STORMWATER PILOT PROGRAM**

ACTIVITY: **650900**

PROJECT NO: **WW3585**

Description:

Asset management is the combination of management, financial, economic, engineering, and other practices applied to physical assets with the objective of providing the required level of service in the most cost-effective manner. It includes the management of the entire lifecycle—including design, construction, commissioning, operating, maintaining, repairing, modifying, and replacement of physical and infrastructure assets.

Justification:

Creation of an Asset Management System will allow the City to proactively plan and effectively manage the costs associated with the City's assets and the services they support. With visibility and control of the City's assets throughout the entire life cycle – from construction to replacement – the City will be able to increase efficiency and effectiveness of the assets as well as reduce costs.

Scheduling:

A pilot program for the Public Works Wastewater and Stormwater Divisions will be initiated in Fiscal Year 2016-17 in conjunction with the Drainage Master Plan and Sewer Master Plan.

Relationship to General & Community Plans:

This project is consistent with the General Plan.

Operating Budget Impact:

A slight decrease in the operating budget may be realized due to staffing and energy-efficient changes.

	Prior Year(s) Expend Actual	Current Year Expend Estimate	Appropriation FY 16-17	Est. Project Costs Through FY 16-17
Architectural Services (8315)				-
Consulting Services (8325)				-
Engineering Services (8335)				-
Engineering Services-Internal (8336)			**75,000**	75,000
Legal Services (8345)				-
Other Prof/Tech Services (8395)				-
Internal Prof/Tech Services (8396)				-
Advertising (8522)				-
Permits & Fees (8560)				-
Land Acquisition (9050)				-
Construction-Buildings (9060)				-
Infrastructure (9065)				-
Printing & Binding (8570)				-
Other Misc. Expenses (8524, 8568, 8576 & 8594)				-
Land Improvements / Abatement & Demo (9055)				-
Contingency (9060)				-
PROJECT COST TOTAL:	-	-	**75,000**	75,000

Source(s) of Funds:				
Wastewater			**75,000**	75,000
				-
				-
FUNDING TOTAL:	-	-	**75,000**	75,000

CAPITAL IMPROVEMENT PROJECT
FISCAL YEAR 2016 - 2017

DESCRIPTION

PROJECT NAME: **BROADWAY EARTHEN CHANNEL REPAIRS** **ACTIVITY:** **650900**

PROJECT NO: **WW3586**

Description:

The project includes the construction of a 650' long earthen channel to eliminate erosion and private property damage. Project includes retaining consultants for design, resource agency permitting, environmental determination, plans and specifications.

Justification:

Damage from the storms for the past decade has caused significant erosion to existing earth channel endangering private property.

Scheduling:

Work planned for Fiscal Year 2106-17 is primarily environmental and permitting with the Resources Agencies. Project is scheduled for completion in Fiscal Year 2017-18.

Relationship to General & Community Plans:

The planned project will correct potential private property damage and prevent future damage.

Operating Budget Impact:

The project will replace existing assets and will reduce the Wastewater Operational Budget by reducing maintenance costs.

	Prior Year(s) Expend Actual	Current Year Expend Estimate	Appropriation FY 16-17	Est. Project Costs Through FY 16-17
Architectural Services (8315)				-
Consulting Services (8325)			**400,000**	400,000
Engineering Services (8335)				-
Engineering Services-Internal (8336)			**45,000**	45,000
Inspection Services-Internal (8337)			**30,000**	30,000
Legal Services (8345)				-
Other Prof/Tech Services (8395)				-
Advertising (8522)			**250**	250
Permits & Fees (8560)			**3,500**	3,500
Operating Supplies (8160)				
Printing & Binding (8570)				-
Construction-Buildings (9060)				-
Infrastructure (9065)				-
Relocation Costs (9080)				-
Other Misc. Expenses (8524, 8568, 8576 & 8594)				-
Land Improvements / Abatement & Demo (9055)				-
Contingency (9060)				-
PROJECT COST TOTAL:	-	-	**478,750**	478,750

Source(s) of Funds:				
				-
Wastewater			**478,750**	478,750
				-
FUNDING TOTAL:	-	-	**478,750**	478,750

CAPITAL IMPROVEMENT PROJECT
FISCAL YEAR 2016 - 2017

PROJECT NAME: **WATER QUALITY IMPROVEMENTS**

ACTIVITY: **650900**
PROJECT NO: **WW3587**

Description:

Installation of storm water pollution structural controls such as storm drain filters at various locations. These controls keep storm drains clean and clear of contaminants as required by regional, state and national regulations.

Justification:

The Regional Water Quality Control Board's storm water regulations require the implementation of measures that prevent pollutants from entering the City's storm drain system. The installation of structural controls, such as storm drain filters, are viable treatment mechanisms that reduce pollutants.

Scheduling:

Ongoing.

Relationship to General & Community Plans:

Project will enable City to be in compliance with clean water regulations. In addition, project will improve storm water flows, thereby reducing regular maintenance costs.

Operating Budget Impact:

Additional costs for maintaining the storm drain filters are included in this project. Some incremental costs for supplies will be absorbed in the Division's operating budget.

	Prior Year(s) Expend Actual	Current Year Expend Estimate	Appropriation FY 16-17	Est. Project Costs Through FY 16-17
Architectural Services (8315)				-
Consulting Services (8325)				-
Engineering Services (8335)				-
Engineering Services-Internal (8336)				-
Inspection Services-Internal (8337)			**8,000**	8,000
Other Prof/Tech Services (8395)				-
Advertising (8522)			**250**	250
Permits & Fees (8560)			**50**	50
Land Acquisition (9050)				-
Construction-Buildings (9060)				-
Infrastructure (9065)			**51,700**	51,700
Relocation Costs (9080)				-
Other Misc. Expenses (8524, 8568, 8576 & 8594)				-
Land Improvements / Abatement & Demo (9055)				-
Contingency (9060)				-
PROJECT COST TOTAL:	-	-	**60,000**	60,000

Source(s) of Funds:				
Wastewater			**60,000**	60,000
FUNDING TOTAL:	-	-	**60,000**	60,000

CAPITAL IMPROVEMENT PROJECT
FISCAL YEAR 2016 - 2017

PROJECT NAME: **WHITTSET STORM DRAIN STUDY AND REPAIR** **ACTIVITY:** **650900**
PROJECT NO: **WW3588**

Description:

Investigate 900' of 36" through 60" cast-in-place concrete pipe to evaluate degradation of steel reinforcement. Assess pipe condition and perform necessary repairs.

Justification:

Cast-in-place concrete pipe was installed in late 1960s and has experienced substantial ground water infiltration which poses a threat for steel reinforcement. Internal inspection indicates the possibility of steel corrosion, but the full extent of the damage is unknown.

Scheduling:

Preparation of plans and specifications will be completed in the first quarter of Fiscal Year 2016-17 with construction to follow in Fiscal Year 2017-18.

Relationship to General & Community Plans:

Project will improve public facilities to properly handle drainage flows within the City and reduce the probability of failure.

Operating Budget Impact:

No effect.

	Prior Year(s) Expend Actual	Current Year Expend Estimate	Appropriation FY 16-17	Est. Project Costs Through FY 16-17
Architectural Services (8315)				-
Consulting Services (8325)			**75,000**	75,000
Engineering Services (8335)				-
Engineering Services-Internal (8336)			**75,000**	75,000
Inspection Services-Internal (8337)				-
Legal Services (8345)				-
Other Prof/Tech Services (8395)			**10,000**	10,000
Advertising (8522)			**250**	250
Permits & Fees (8560)			**50**	50
Land Acquisition (9050)				-
Construction-Buildings (9060)				-
Infrastructure (9065)				-
Relocation Costs (9080)				-
Other Misc. Expenses (8524, 8568, 8576 & 8594)				-
Land Improvements / Abatement & Demo (9055)				-
Contingency (9060)				-
PROJECT COST TOTAL:	-	-	**160,300**	160,300

Source(s) of Funds:				
Wastewater			**160,300**	160,300
FUNDING TOTAL:	-	-	**160,300**	160,300

FY 2016-2017 ANNUAL BUDGET
DEPARTMENT EXPENDITURE WORKSHEET

Acct #	Account Title	FY13-14 Actual	FY14-15 Actual	FY15-16 Budgeted	FY15-16 Estimated	FY16-17 Adopted
650900						**WASTEWATER - PROJECTS**
8150	OFFICE SUPPLIES	-	5	-	-	-
8160	OPERATING SUPPLIES	-	-	-	9	-
8310	ACCOUNTING & AUDITING SV	-	-	-	2,500	2,500
8325	CONSULTING SERVICES	262,720	101,319	140,000	72,048	610,000
8335	ENGINEERING SERVICES	370,921	203,996	100,000	90,563	134,000
8336	INTERNAL ENG DESIGN	312,029	150,750	263,000	173,255	408,000
8337	INTERNAL INSPECT/MGMT	-	34,325	115,000	28,622	187,051
8345	LEGAL SERVICES	4,962	4,919	-	-	-
8395	OTHER PROF/TECH SERVICES	100,327	198,768	250,000	206,812	237,500
8396	INTERNAL PROF/TECH SVCS	2,143	-	-	-	-
8522	ADVERTISING	2,136	140	1,350	650	1,000
8530	CONTRIBUTIONS	-	-	350,000	-	350,000
8560	PERMITS AND FEES	3,135	-	30,200	40,100	23,650
8568	POSTAGE AND SHIPPING	113	658	-	-	-
8570	PRINTING AND BINDING	14	7	8,000	3,000	-
8586	SOFTWARE AGREEMENTS	-	-	50,000	-	-
8810	PRINCIPAL	-	-	-	-	360,000
8820	INTEREST	-	6,925	-	-	140,000
TOTAL	**MAT'L, SVC & SUPPLIES**	**1,058,500**	**701,811**	**1,307,550**	**617,559**	**2,453,701**
9050	LAND	-	-	-	100,000	-
9060	BUILDINGS & IMPROVEMENTS	-	-	100,000	-	-
9065	INFRASTRUCTURE	200,953	5,934,497	8,459,100	1,471,737	11,976,400
TOTAL	**CAPITAL OUTLAY**	**200,953**	**5,934,497**	**8,559,100**	**1,571,737**	**11,976,400**
9910	TRANSFER OUT	145,863	54,944	932,423	67,491	671,987
TOTAL OTHER FINANCING USES		**145,863**	**54,944**	**932,423**	**67,491**	**671,987**
ACTIVITY TOTAL		**1,405,316**	**6,691,253**	**10,799,073**	**2,256,786**	**15,102,088**

RECREATION DEPARTMENT

FY 2016 – 2017

Director of Recreation

Administrative Secretary

Recreation Services Manager

Ronald Reagan Community Center

(1) Recreation Services Supervisor
(1) Asst. Rec. Svc. Supervisor
- Disaster Preparedness / EOC
- R.E.C. Campaign
- Recreation Council

Citywide Special Events

- Events in the Right-of-Way
- Recreation Special Events

Wells Park/ Leases Parks

- Dog Park
- Citywide Fields
- Promenade / Centennial Plaza / Judson Park

Recreation Services Manager

Renette Center

(1) Recreation Services Supervisor
- Tuttle Park
- Teen Coalition
- Youth Sports Programs

Instructional Services

(1) Recreation Services Supervisor
(2) Asst. Rec. Svc. Supervisor
- Dance / Fitness
- Gymnastics / Cheer
- Citywide Registration
- Contractual/Grant Programs

Fletcher Hills Center / Pool

(1) Recreation Services Supervisor
- Aquatics
- Tiny-Tot Pre–School Program
- Citywide

Recreation Services Manager

Bostonia Center

(1) Recreation Services Supervisor
- Albert Van Zanten Park
- Inclusion Services
- Community Event Promotions

Kennedy Center

(1) Recreation Services Supervisor
(1) Asst. Rec. Svc. Supervisor
- Skate Park
- CVMS Gym & Sports Fields
- 4th of July Activities

Hillside Center

(1) Recreation Services Supervisor
- Day Camps
- Citywide Crafts / Art Program
- Citywide Staff Training

ACTIVITY: RECREATION DEPARTMENT **ACTIVITY NO: 165000**
240000

Mission Statement:
The City of El Cajon Recreation Department develops youth, supports families, and provides safe places.

Description:
The Recreation Department emphasizes the support of El Cajon youth and families by providing safe, affordable and quality recreation facilities and programs. Comprehensive, structured, recreation programs for ages one through adult are offered. Five full-service community recreation centers, one combination banquet and meeting facility, nine sports fields, a skate park, dog park, and spring and summer aquatics program provide recreation opportunities to tens of thousands of people each month.

Prior Fiscal Year Highlights:
Numbers Served
The total monthly average of client visits served at El Cajon parks, recreation facilities and programs was 103,099 and monthly client visits at recreation centers totaled 66,903.

Participation in classes led by independent contractors accommodated 412 patrons and included martial arts, adult exercise and archery. The highly popular aquatics program run by City staff provided 12,975 hours of swim instruction to 2,221 participants which was an average hourly participation of 49, or 96% capacity**.**

Facility Use Permits issued to individuals and groups for meetings and functions at recreation centers averaged 50 per month supporting 23,291 patrons. The Ronald Reagan Community Center (RRCC), closed mid-year for renovation, served 15,535 clients during 107 separate facility use events.

Interest in the Prescott Promenade and Centennial Plaza is attracting facility users to the downtown area. Scheduled special events enhance the exposure and economic growth of downtown businesses. Attendance numbers indicate 136,605 people visited the area during events held at the Prescott Promenade and Centennial Plaza.

Revenues/Grant Funding
The community, non-profit organization, Stoney's Kids, continued to support the Recreation Department's youth programs by providing $12,125 in financial support for The SPOT Program, a KaBOOM! community playground build and a year-round youth sports league for targeted low income families at Cajon Valley Middle School (CVMS).

The 2015 All Fore R.E.C. Golf Tournament was hosted by the El Cajon Recreation Department and community partner, Crest Kiwanis Club. In-kind donations valued at over $6,550 and cash sponsorship contributions of $11,045 were received. The tournament hosted 88 golfers and raised $12,939 for youth recreation opportunities in East County.

Marketing Plan Outcomes
The Recreation Department's highly effective marketing plan has now been successfully implemented. Outcomes include:

- Creation of an Instagram social media account with nearly 1,000 followers.
- Marketing component using professionally printed information cards to promote Recreation programs and services.
- Placement of the Recreation Department logo on newly acquired special event equipment and promotional materials.

Youth Development
The Recreation Department's Instructional Program is a year-round, comprehensive, developmental, fee-based program. The outcome based programming provided youth with positive adult support, technical and life skill development, physical activity and a constructive use of time in a safe environment. A total of 7,307 participants were taught by part-time Recreation Specialists in the following areas.

Program	Number of Classes/Leagues	Number of Participants
Dance	119	1,079
Arts/Preschool	63	552
Gymnastics/Tumbling/Cheer	210	1,722
Youth Sports	9	1037
Day Camps	15	696
Aquatics	226	2,221

The department's annual dance and tumbling recital was held at the new Greenfield Middle School Performing Arts Theater, complete with stage and theater lighting. Performers totaling 318 were showcased and approximately 1,740 youth, family and friends were in attendance for the six-act recital.

The City of El Cajon Recreation Department is dedicated to serving the needs of everyone in the community through inclusion programming. The Inclusion Services Program provided assistance to 57 clients in 145 instructional activities, totaling 1,270 hours of service. Participation in inclusion supported camps accounted for an increase in hours of service.

Creating Community
A fourth KaBOOM! Playground, installed in downtown El Cajon on Thursday, April 7, 2016, was possible through KaBOOM! and funding partner, The CarMax Foundation. Over 200 volunteers, City staff, representatives from Downtown El Cajon Business Partners Association, Stoney's Kids and local business partners helped to install the commercial grade playground in less than six hours. The entire project also included ten beautification and kid-friendly projects.

The 4th of July picnic and fireworks show at Kennedy Park provided a patriotic celebration with over 10,000 in attendance. The park was at capacity by the time the fireworks began at 9:00 p.m., providing a spectacular show for park patrons and surrounding community residents. Activities included free crafts, family style picnic games, train rides, inflatable jumpers and slide, games and live music throughout the day.

Partnerships
Boys & Girls Club
The City of El Cajon and Boys & Girls Club of East County continued a long-term lease agreement of the property at 1153 and 1171 E. Madison Avenue. Boys & Girls Club staff worked closely with City staff to provide recreational opportunities.

Cajon Valley Union School District (CVUSD)
The ongoing, multi-year grant offered in partnership with the City of El Cajon and CVUSD provided recreation, health and wellness programs at two schools. The Recreation Department assisted in

conceptualizing a new component, Innovation Park, to this year's April 16th TEDx event at Greenfield Middle School. Innovation Park is outdoors, free to the public and contains many science, engineering and technological interactive displays that engage youth and their families.

El Cajon Recreation Council
The "Rec" Council, a volunteer committee comprised of local youth league presidents and members of the El Cajon area, assisted in the allocation and organization of public field space. The council also

donated funds to the City's All Fore Rec golf tournament, participated in City events and donated a beach cruiser bicycle for an America on Main Street give-a-way.

St. Madeleine Sophie's Center – Downtown El Cajon Business Partners (PBID)
Hauntfest on Main, held on October 23, 2015, is a direct result of this on-going complementary partnership. Supported by a close collaboration between these agencies the community was provided with a family-friendly event in the downtown area. Over 40,000 patrons of all ages, several in costume, enjoyed the fun and entertainment.

Facility Improvements
Fletcher Hills Pool began renovation during FY2015-16 to meet new County, State and Federal health codes. Updates to locker rooms and the overall aesthetics of the facility are also factors of the renovation. The pool is scheduled to reopen early FY2016-17.

Veterans' Commission
The Recreation Department served as a liaison to the Veterans' Commission, established FY2012-13. The commission provides communication of activities, events and issues that affect the local veteran community and City Hall. During this fiscal year, the city facilitated a Veterans Day Celebration and other informational Veterans related items to the community. The Commission's involvement with America on Main Street has been instrumental in promoting attendance of local veterans and armed forces groups.

Department Goals:

1. Implementation of the third year a five-year strategic plan, focusing on the following areas: (To be completed by end of 4th quarter.)
    a. Marketing and Technology – Finalize a Marketing Plan (through FY2017-18) that will meet the constantly evolving nature of marketing in the age of technology while still recognizing the primary importance of word-of-mouth marketing as the most essential to maintaining quality programs and services.
    b. Programs and Services – Finalize a Programs and Services Strategic Plan (through FY2017-18) that identifies core services, outstanding requirements and service delivery improvements.
    c. Facilities & Maintenance – Department feedback and expectations for the renovation of the Ronald Reagan Community Center will be communicated and strategized. Assess lighting and monitoring needs at the recreation centers, parks, ball fields and parking lots and develop a plan for improvement.
    d. Staff Resources – Continue to identify measurable goals and objectives to include the succession plan for staff. Capitalize on opportunities for supervisory staff to cross train and learn outside their normal working environment including temporary re-assignment of facilities and areas of responsibilities.
2. Continue to collaborate with community partners for annual special events including; The 4th of July Picnic and Fireworks, HauntFest, Mother Goose Parade, RunEC sponsored St. Patrick's Day Half Marathon and America on Main Street.
    a. Achieve recognition as the region's "outdoor event center", contribute to economic growth and promote civic pride.
3. Continue to enhance existing communication and collaboration between departments during special events in the right-of-way. Increase community engagement thru volunteerism.
4. Continue to maintain department capability to implement emergency procedures and fulfill the department's role in the City's disaster preparedness plan.

Financial Comments:
The Ronald Reagan Community Center will be closed during renovations which will result in a decrease in revenues during the project. Salary and benefit costs increased primarily due to CalPERs contribution increases, as well as a result of negotiated labor contracts. The department intends to maintain a conservative fiscal outlook during Fiscal Year 2016-17.

RECREATION DEPARTMENT

BUDGET ACTIVITY EXPENDITURE SUMMARY	2013-2014 ACTUAL	2014-2015 ACTUAL	2015-2016 AMENDED BUDGET	2015-2016 EST. ACTUAL	2016-2017 ADOPTED
Recreation - 165000	**2,201,439**	**2,441,361**	**2,552,283**	**2,482,528**	**2,785,331**
GENERAL FUND TOTAL	**2,201,439**	**2,441,361**	**2,552,283**	**2,482,528**	**2,785,331**
Recreation Program Fund	**548,312**	**529,332**	**825,927**	**753,803**	**555,834**

RECREATION DEPARTMENT

DETAIL OF PERSONNEL SERVICES

JOB CLASSIFICATION	2013-2014 ACTUAL	2014-2015 ACTUAL	2015-2016 ACTUAL	2016-2017 ADOPTED
Director of Recreation	1.00	1.00	1.00	1.00
Recreation Services Manager	2.00	2.00	2.00	2.00
Recreation Services Supervisor	9.00	9.00	9.00	8.00
Asst. Rec. Svcs. Supervisor	1.45	2.45	2.45	3.45
Administrative Secretary	1.00	1.00	1.00	1.00
Part-Time Recreation Specialist (FTE)	17.00	17.00	16.00	16.00
General Fund Total	**31.45**	**32.45**	**31.45**	**31.45**
Asst. Rec. Svcs. Supervisor	0.55	0.55	0.55	0.55
Part-Time Recreation Specialist (FTE)	8.50	8.50	8.50	8.00
Special Revenue Fund Total	**9.05**	**9.05**	**9.05**	**8.55**

RECREATION DEPARTMENT

GENERAL FUND REVENUE SUMMARY	2013-2014 ACTUAL	2014-2015 ACTUAL	2015-2016 AMENDED BUDGET	2015-2016 EST. ACTUAL	2016-2017 ADOPTED
ADULT GYM FEES - 5006	2,749	3,070	2,600	1,768	2,000
POOL FAC RENTAL - 6071	577	5,507	500	671	500
RRCC RENT - 6072	75,491	64,748	32,000	33,934	33,000
FACILITY RENTAL - 6073	68,053	69,841	61,000	65,000	61,000
MISC REIMBURSE - 6520	790	8,240	8,625	8,625	8,625
GENERAL FUND TOTAL	147,660	151,406	104,725	109,998	105,125

RECREATION DEPARTMENT

INTERDEPARTMENTAL CHARGES AND COST RECOVERY

EXPENDITURE SUMMARY	
ADOPTED BUDGET	2,785,331
ALLOCATED COST	1,036,516
TOTAL	**3,821,847**
% ALLOCATED COST	37%
REVENUE SUMMARY	
FEES AND CHARGES	105,125
TAX AND OTHER GENERAL REVENUE SUPPORT	3,716,722
TOTAL	**3,821,847**
% TAX SUPPORT	97%
% FEE SUPPORT	3%

RECREATION DEPARTMENT

GENERAL FUND EXPENDITURE SUMMARY	2013-2014 ACTUAL	2014-2015 ACTUAL	2015-2016 AMENDED BUDGET	2015-2016 EST. ACTUAL	2016-2017 ADOPTED
SALARIES & BENEFITS	1,868,094	2,074,732	2,158,885	2,113,710	2,377,674
MAT'L, SVC & SUPPLIES	333,345	364,829	393,398	368,818	401,763
CAPITAL OUTLAY	-	1,800	-	-	5,894
OTHER FINANCING USES	-	-	-	-	-
TOTAL	2,201,439	2,441,361	2,552,283	2,482,528	2,785,331

Acct #	Account Title	FY13-14 Actual	FY14-15 Actual	FY15-16 Budgeted	FY15-16 Estimated	FY16-17 Adopted
165000						**RECREATION**
7110	SALARIES	1,301,703	1,392,151	1,436,806	1,404,740	1,509,867
7120	OVERTIME	9,084	7,391	11,500	7,500	11,500
7130	VACATION/SICK CONVERSION	8,531	4,420	7,390	20,849	22,934
7140	FURLOUGH	(1,933)	(739)	-	-	-
7170	STIPEND	-	-	-	4,035	-
7310	PERS (EMPLOYER)	304,641	367,344	404,320	366,404	521,242
7311	OTHER RETIREMENT BENEFIT	20,979	21,107	-	23,608	-
7312	POST RETIREMENT BENEFITS	-	40,020	38,603	38,603	43,041
7315	MEDICARE TAX	16,456	18,083	24,426	18,934	25,668
7325	CAFETERIA	153,649	177,481	178,383	173,500	181,148
7335	WORKERS COMPENSATION	41,425	42,977	52,154	50,646	57,312
7336	UNEMPLOYMENT INSURANCE	10,265	527	1,000	730	-
7340	LIFE INSURANCE	1,490	1,614	1,841	1,627	1,992
7345	LTD INSURANCE	810	1,136	1,203	1,207	1,556
7350	STD INSURANCE	493	511	559	543	714
7360	UNIFORM ALLOWANCE	503	709	700	784	700
TOTAL	**SALARY & BENEFITS**	**1,868,094**	**2,074,732**	**2,158,885**	**2,113,710**	**2,377,674**
8120	AWARDS AND PRESENTATION	122	303	200	165	200
8150	OFFICE SUPPLIES	3,254	3,436	3,100	3,095	3,100
8155	IT SUPPLIES	-	-	-	-	500
8160	OPERATING SUPPLIES	23,422	22,081	24,500	24,000	24,000
8170	UNIFORMS	1,090	-	1,800	1,715	1,800
8355	RECORDS MANAGEMENT	152	188	185	177	190
8395	OTHER PROF/TECH SERVICES	-	525	1,000	-	1,000
8515	LIABILITY INS CHG/PREMIUM	615	3,200	3,945	3,945	3,717
8516	PROPERTY INS CHG/PREMIUM	28,440	29,528	38,376	38,376	38,376
8522	ADVERTISING	60	360	300	60	300
8528	COMMUNICATIONS	5,351	4,948	5,860	9,965	17,300
8532	COPIER RENT/MAINTENANCE	640	3,482	3,000	3,600	3,800
8552	MEMBERSHIP,DUES & LICENS	2,349	2,375	2,760	2,399	2,800
8560	PERMITS AND FEES	640	740	750	640	750
8564	PEST CONTROL	1,963	2,465	2,750	2,309	3,000
8568	POSTAGE AND SHIPPING	46	22	120	80	120
8570	PRINTING AND BINDING	14,504	19,310	18,000	18,000	18,000
8572	PROMOTIONS	226	116	300	372	300
8574	RENT EXPENSE	-	-	700	701	820
8576	REPAIRS AND MAINTENANCE	2,932	2,332	4,515	2,120	4,515
8580	SECURITY GUARDS/SYSTEM	335	118	250	225	250
8584	SERVICE/MAINT CONTRACTS	6,720	6,370	6,825	6,650	6,825
8586	SOFTWARE AGREEMENTS	1,470	1,564	1,300	400	500
8588	SUBSCRIPTIONS	65	-	75	-	75
8594	TRAINING/MEETINGS/SCHOOL	5,704	6,606	5,425	5,047	4,525
8598	UTILITIES	233,245	254,760	267,362	244,777	265,000
TOTAL	**MAT'L, SVC & SUPPLIES**	**333,345**	**364,829**	**393,398**	**368,818**	**401,763**
9010	MINOR FURN&EQUIP <$10,000	-	-	-	-	5,894
9030	SOFTWARE > $10,000	-	1,800	-	-	-
TOTAL	**CAPITAL OUTLAY**	**-**	**1,800**	**-**	**-**	**5,894**
	ACTIVITY TOTAL	**2,201,439**	**2,441,361**	**2,552,283**	**2,482,528**	**2,785,331**

DETAIL OF PERSONNEL SERVICES

JOB CLASSIFICATION	2013-2014 ACTUAL	2014-2015 ACTUAL	2015-2016 ACTUAL	2016-2017 ADOPTED
Director of Recreation	1.00	1.00	1.00	1.00
Recreation Services Manager	2.00	2.00	2.00	2.00
Recreation Services Supervisor	9.00	9.00	9.00	8.00
Asst. Rec. Svcs. Supervisor	1.45	2.45	2.45	3.45
Administrative Secretary	1.00	1.00	1.00	1.00
Part-Time Recreation Specialist (FTE)	17.00	17.00	16.00	16.00
TOTAL	**31.45**	**32.45**	**31.45**	**31.45**

Acct #	Account Title	FY13-14 Actual	FY14-15 Actual	FY15-16 Budgeted	FY15-16 Estimated	FY16-17 Adopted
240000					**RECREATION PROGRAMS**	
7110	SALARIES	279,678	291,554	315,362	277,119	304,469
7120	OVERTIME	458	253	-	1	-
7170	STIPEND	-	-	-	165	-
7310	PERS (EMPLOYER)	27,010	33,504	51,491	28,391	48,692
7311	OTHER RETIREMENT BENEFIT	13,862	14,275	-	16,262	-
7312	POST RETIREMENT BENEFITS	1,344	1,338	1,374	1,374	1,532
7315	MEDICARE TAX	4,161	4,307	5,361	4,407	5,176
7325	CAFETERIA	8,381	3,772	6,600	6,600	6,765
7335	WORKERS COMPENSATION	8,812	8,980	12,604	11,090	13,732
7340	LIFE INSURANCE	15	29	134	29	29
7360	UNIFORM ALLOWANCE	23	41	-	41	-
TOTAL	**SALARY & BENEFITS**	**343,744**	**358,052**	**392,926**	**345,479**	**380,395**
8155	IT SUPPLIES	-	-	-	550	2,000
8160	OPERATING SUPPLIES	81,796	86,506	89,475	75,530	81,775
8170	UNIFORMS	1,222	1,623	2,000	1,600	1,700
8395	OTHER PROF/TECH SERVICES	20,383	19,865	19,312	18,865	19,800
8552	MEMBERSHIP,DUES & LICENS	3,175	-	1,750	1,750	2,000
8568	POSTAGE AND SHIPPING	20	5,019	7,000	12,500	13,500
8570	PRINTING AND BINDING	35,399	32,304	42,000	35,000	37,000
8572	PROMOTIONS	10,106	7,058	10,000	4,500	4,500
8576	REPAIRS AND MAINTENANCE	2,765	-	10,500	-	10,500
8580	SECURITY GUARDS/SYSTEM	2,751	1,302	964	964	964
8586	SOFTWARE AGREEMENTS	2,940	2,904	-	-	-
8594	TRAINING/MEETINGS/SCHOOI	-	4,080	-	-	-
TOTAL	**MAT'L, SVC & SUPPLIES**	**160,556**	**160,662**	**183,001**	**151,259**	**173,739**
9010	MINOR FURN&EQUIP <$10,000	24,012	10,618	-	7,065	-
9020	MINOR COMPUTERS <$10,000	-	-	-	-	1,700
9055	LAND IMPROVEMENTS	17,000	-	-	-	-
TOTAL	**CAPITAL OUTLAY**	**41,012**	**10,618**	**-**	**7,065**	**1,700**
9910	TRANSFER OUT	3,000	-	250,000	250,000	-
TOTAL OTHER FINANCING USES		**3,000**	**-**	**250,000**	**250,000**	**-**
ACTIVITY TOTAL		**548,312**	**529,332**	**825,927**	**753,803**	**555,834**

DETAIL OF PERSONNEL SERVICES

JOB CLASSIFICATION	2013-2014 ACTUAL	2014-2015 ACTUAL	2015-2016 ACTUAL	2016-2017 ADOPTED
Asst. Rec. Svcs. Supervisor	0.55	0.55	0.55	0.55
Part-Time Recreation Specialists (FTE)	8.50	8.50	8.50	8.00
TOTAL	**9.05**	**9.05**	**9.05**	**8.55**

SUCCESSOR AGENCY to the
EL CAJON REDEVELOPMENT AGENCY

ANNUAL BUDGET

FISCAL YEAR 2016-2017

Adopted by the Oversight Board on January 20, 2016

BOARD MEMBERS:

SAHAR ABUSHABAN
Chancellor of the California Community Colleges Representative

SCOTT BUXBAUM
County Board of Education Representative

GLORIA CHADWICK
Grossmont Healthcare District Representative

MICHELLE NGUYEN
County Board of Supervisors Representative

DENNIS DAVIES
City of El Cajon

ANTHONY SHUTE
(Former RDA/MMPEG Employee) City of El Cajon

DEBRA TURNER-EMERSON
County Board of Supervisors Representative

RESOLUTION NO. OB-02-16

A RESOLUTION OF THE OVERSIGHT BOARD OF THE SUCCESSOR AGENCY OF THE FORMER EL CAJON REDEVELOPMENT AGENCY APPROVING THE FISCAL YEAR 2016-2017 SUCCESSOR AGENCY BUDGET, INCLUDING THE SUCCESSOR AGENCY ADMINISTRATION BUDGET.

WHEREAS, the Oversight Board (the "Oversight Board") of the Successor Agency of the former El Cajon Redevelopment Agency (the "Successor Agency") held a regularly-scheduled meeting on January 20, 2016, at which time it considered a proposed Successor Agency Budget, including the Successor Agency Administration Budget for the period of July 1, 2016, to June 30, 2017; and

WHEREAS, the City of El Cajon as Successor Agency Fiscal Year 2016-2017 Budget totals $9,352,738 from all funding sources, including Bond proceeds, Successor Agency Reserves, and Other Funds, of which $250,000 is for Successor Agency Administration;

NOW, THEREFORE, BE IT RESOLVED BY THE OVERSIGHT BOARD OF THE SUCCESSOR AGENCY OF THE FORMER CITY OF EL CAJON REDEVELOPMENT AGENCY, AS FOLLOWS:

A. The Oversight Board finds that:

1. The recitals above are true and correct and are incorporated herein by this reference.

2. Approval of the Successor Agency Budget and the Successor Agency Administrative Budget is exempt from the California Environmental Quality Act (CEQA) under section 15061 (b) (3) (General Rule) of the CEQA Guidelines because the proposed budgets will not cause a significant adverse physical change to the environment either directly or indirectly.

B. The Oversight Board hereby APPROVES the Fiscal Year 2016-2017 Successor Agency Budget of $9,352,738 from all funding sources, including Bond proceeds, Successor Agency Reserves, and Other Funds.

C. The Oversight Board hereby APPROVES the Successor Agency Administration Budget for Fiscal Year 2016-2017 of $250,000 to be paid from Redevelopment Property Tax Trust Funds ("RPTTF").

D. The Oversight Board hereby AUTHORIZES the Chair to submit the approved Successor Agency Budget for the period of July 1, 2016, to June 30, 2017 to the County Auditor Controller, the State Department of Finance, the County

Administrative Officer, the State Controller's Office, and to post the budget on the Successor Agency website.

E. The Oversight Board hereby AUTHORIZES Successor Agency staff to carryout activities outlined in the Cooperation Agreement for Reimbursement of Costs and City/Successor Agency Operations Loan approved by the Oversight Board on April 26, 2012, which are necessary to meet obligations outlined in the ROPS, including re-entering into third party service agreements for continuation of projects pursuant to City of El Cajon adopted policies, procedures and practices, in place.

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PASSED AND ADOPTED by the Oversight Board of the Successor Agency of the former El Cajon Redevelopment Agency at a regularly-scheduled meeting held this 20th day of January 2016, by the following vote to wit:

AYES: BUXBAUM, CHADWICK, DAVIES, NGUYEN, SHUTE
NOES: NONE
ABSENT: ABUSHABAN, TURNER-EMERSON

Dennis Davies, Vice Chairperson

ATTEST:

Majed Al-Ghafry, Oversight Board Secretary

ACTIVITY: SUCCESSOR AGENCY

Mission Statement:

The City of El Cajon, as the Successor Agency to the El Cajon Redevelopment Agency ("Agency"), is responsible for winding down the affairs of the former redevelopment agency. The Successor Agency is tasked with continuing to meet the Agency's enforceable obligations, overseeing completion of redevelopment projects, carrying out existing cleanup plans of contaminated sites, and disposing of the assets and properties of the Agency, all as directed and approved by the Oversight Board. The Oversight Board has a fiduciary responsibility to holders of the enforceable obligations, as well as to the affected taxing entities that benefit from property tax distributions from the former redevelopment project area.

Description:

The City of El Cajon, acting as the Successor Agency, performs the necessary day-to-day activities to meet the former Agency's enforceable obligations, bring existing projects to completion, collect information and perform analysis regarding disposal of Agency assets, and provide administrative support to the Oversight Board.

The Successor Agency's assets and activities are accounted for in the following activity numbers:

Administration (0590110) accounts for the costs incurred in providing administrative assistance to the Oversight Board and managing the activities necessary to wind down the affairs of the former Agency.

Debt Service Fund (0490000) accounts for the funds used to make principal and interest payments on the tax allocation bonds and holds the cash and investments with the fiscal agent to satisfy reserve requirements set by the bond indentures.

Capital Projects (0590900) accounts for revenues and expenditures related to ongoing redevelopment projects that include hazardous remediation, management, maintenance, and disposition of Successor Agency properties, and management of various agreements.

Low and Moderate Income Housing 2005 Bond (0295900) holds the Low and Moderate Income Housing 2005 Bond proceeds of the former Agency to be used in increasing affordable housing units, or return to the bond trustee for future defeasance.

2007 Bonds Capital Projects (0597900) holds the proceeds from the Tax Allocation Bonds Issue 2007 to fund capital improvement projects that are consistent with the bond covenants.

Redevelopment Obligation Retirement Fund (0790000) receives property tax allocation from the Redevelopment Property Tax Trust Fund (RPTTF) and disburses funds to the appropriate Successor Agency Funds to make payments on enforceable obligations.

Prior Fiscal Year Highlights:

Disposed of the remaining properties according to the Amended Long Range Property Management Plan (LRPMP) and performed the necessary activities and functions involved in the redevelopment dissolution process.

Goals:

Continue with winding down the affairs of the former redevelopment agency by: a) disposing the remaining properties in the Amended LRPMP; b) utilizing the remaining bond proceeds to fund capital improvements and housing projects within the Project Area; c) carrying out existing cleanup plans of contaminated sites; d) making timely debt service payments and complying with the bond covenants; and e) preparing and submitting required reports and schedules to the Oversight Board, Department of Finance, State Controller's Office, County Auditor-Controller's Office, fiscal agent, and other regulatory agencies in a timely manner.

ACTIVITY: SUCCESSOR AGENCY

Financial Comments:

On January 20, 2016, the Oversight Board adopted Resolution No. OB-02-16 approving the Successor Agency Fiscal Year 2016-17 Budget. Funding for budgeted expenditures for the period July 1, 2016 to June 30, 2016 was requested on the ROPS 16-17 that was approved by the Oversight Board under Resolution No. OB-03-16 and by the DOF in its determination letter dated March 29, 2016.

Details of the adopted Successor Agency Fiscal Year 2016-2017 Budget are provided in the attached activity and project sheets.

SUCCESSOR AGENCY TO THE EL CAJON REDEVELOPMENT AGENCY
ADOPTED BUDGET
FISCAL YEAR 2016-17

	Activity/Project	ROPS 2016-17 July-Dec 2016	ROPS 2016-17 Jan-Jun 2017	Total Fiscal Year 2016-17
Bond Proceeds				
HA1501	Housing Authority Development & Revitalization Projects	$ 350,000	$ 350,000	$ 700,000
RD1502S	Fire Station 6 Renovation	410,000	-	410,000
RD1503S	Ronald Reagan Community Center Plaza	1,060,000	-	1,060,000
RD1504S	El Cajon Performing Arts Center Improvements	400,000	550,000	950,000
		$ 2,220,000	**$ 900,000**	**$ 3,120,000**
Reserve Funds				
0490000	Successor Agency Debt Service	$ 800,000	$ -	$ 800,000
RD0705S	Hazardous Materials Testing-Prescott Promenade	5,500	5,500	11,000
		$ 805,500	**$ 5,500**	**$ 811,000**
Other Funds				
RD0704S	Hazardous Materials Testing-Park & Ballantyne	**$ 50,000**	**$ -**	**$ 50,000**
RPTTF - Non Administrative				
0490000	Successor Agency Debt Service	$ 2,374,580	$ 2,365,158	$ 4,739,738
RD0704S	Hazardous Materials Testing-Park & Ballantyne	33,500	23,500	57,000
RD0801S	Former Police Station (100 Fletcher Parkway)	272,500	32,500	305,000
RDR0703S	Civic Center Complex Revitalization Project	11,000	9,000	20,000
		$ 2,691,580	**$ 2,430,158**	**$ 5,121,738**
RPTTF - Administrative				
0590110	Successor Agency Administration	**$ 125,000**	**$ 125,000**	**$ 250,000**
	Total Fiscal Year 2016-17 Budget	**$ 5,892,080**	**$ 3,460,658**	**$ 9,352,738**

SUCCESSOR AGENCY FUNDS
FISCAL YEAR 2016-17

ACTIVITY: **Successor Agency Debt Service** **ACTIVITY NO:** **0490000**

The Successor Agency is responsible for making the required principal and interest payments on the outstanding tax allocation bonds of the former redevelopment agency. The Successor Agency receives property taxes from the Redevelopment Property Tax Trust Fund to make debt service payments on the 2000, 2005, and 2007 tax allocation bonds. The Successor Agency also ensures compliance with the bond covenants by performing annual financial audits, filing continuing disclosure reports, and maintaining the reserve requirements with the fiscal agent.

The Fiscal Year 2016-17 budget for the Successor Agency Debt Service includes funding of the principal and interest payments on the bonds and costs of services related to the debt issues.

	ROPS Line No.	Prior Years Actual	2015-16 Estimated	2016-17 July-December Proposed	2016-17 January - June Proposed	2016-17 Total Proposed
Debt Service:						
2000 Bonds - Principal	1	105,000	50,000	55,000	27,500	**82,500**
2000 Bonds - Interest	1	4,276,343	1,215,135	606,618	604,527	**1,211,145**
2005 Bonds - Principal	2	3,140,000	1,125,000	1,170,000	612,500	**1,782,500**
2005 Bonds - Interest	2	5,154,611	1,373,886	674,990	650,128	**1,325,118**
2007 Bonds - Principal	3	990,000	355,000	375,000	195,000	**570,000**
2007 Bonds - Interest	3	2,086,747	564,488	278,472	270,503	**548,975**
Professional/Technical Services:						
Trustee Fees & Administration	4	22,684	7,700	6,000	3,000	**9,000**
Other Professional/Technical	4	2,350	250	3,000	-	**3,000**
Accounting & Audit	5	27,445	5,505	5,500	2,000	**7,500**
TOTAL DEBT SERVICE		**15,805,180**	**4,696,964**	**3,174,580**	**2,365,158**	**5,539,738**
Sources of Funds:						
Redevelopment Property Tax Trust Funds (RPTTF)		15,805,180	4,688,964	2,374,580	2,365,158	**4,739,738**
Reserve Balance		-	-	800,000	-	**800,000**
Other Funds		-	8,000	-	-	**-**
TOTAL FUNDING		**15,805,180**	**4,696,964**	**3,174,580**	**2,365,158**	**5,539,738**

SUCCESSOR AGENCY FUNDS
FISCAL YEAR 2016-17

ACTIVITY: **Successor Agency Administration** **ACTIVITY NO:** **0590110**

The City of El Cajon Successor Agency performs administrative activities to wind down the affairs of the former El Cajon Redevelopment Agency ("Agency"). These activities include monitoring and making payments on the enforceable obligations of the former Agency, disposing of the former Agency's properties and other assets, preparing and submitting financial reports to comply with the requirements of the State, County, and other agencies/parties, and providing administrative support to the Oversight Board.

The Successor Agency has arranged with the City of El Cajon to provide staff services and supplies/materials to administer the responsibilities of the Successor Agency. Outside legal, financial, and other professional/technical consultants will be utilized for special services and/or expertise necessary for the wind down of the former Agency.

The Fiscal Year 2016-17 budget for the Successor Agency administrative costs and the sources of payments for the administrative costs are identified in the table below. Actual costs for each administrative category may be higher or lower than the amounts shown, not to exceed the aggregate total administrative cost allowance for the fiscal year of $250,000 or up to three percent of the property tax allocation, which ever is greater.

	ROPS Line No.	Prior Years Actual	2015-16 Estimated	2016-17 July-December Proposed	2016-17 January - June Proposed	2016-17 Total Proposed
Administration City Staff:						
Personnel	8	673,728	210,000	100,000	100,000	**200,000**
Professional/Technical Services:						
Legal	8	43,563	9,000	5,000	5,000	**10,000**
Finance, Accounting & Audit	8	12,025	-	-	-	**-**
Records Management	8	1,533	500	500	500	**1,000**
Other Professional/Technical	8	4,344	30,000	17,500	17,500	**35,000**
Supplies, Materials, Miscellaneous:						
Office Supplies	8	1,129	200	200	200	**400**
Postage & Shipping	8	61	-	-	-	**-**
Public Notices	8	575	200	200	200	**400**
Trainings/Meetings	8	521	100	100	100	**200**
Miscellaneous Supplies/Services	8	-	-	1,500	1,500	**3,000**
TOTAL ADMINISTRATION		**737,479**	**250,000**	**125,000**	**125,000**	**250,000**
Sources of Funds:						
Redevelopment Property Tax Trust Funds (RPTTF)		711,942	250,000	125,000	125,000	**250,000**
Other Funds		25,537	-	-	-	**-**
TOTAL FUNDING		**737,479**	**250,000**	**125,000**	**125,000**	**250,000**

SUCCESSOR AGENCY FUNDS
FISCAL YEAR 2016-17

ACTIVITY: **Successor Agency - Capital Projects** **ACTIVITY NO:** **0590000**

With the dissolution of redevelopment agencies on February 1, 2012, management and monitoring of the real properties, ongoing projects, and agreements of the former redevelopment agency were transferred to the Successor Agency. The Fiscal Year 2016-17 Successor Agency budget for capital projects includes funding for the maintenance and disposition of real properties and carrying out existing cleanup plans of contaminated sites.

The Fiscal Year 2016-17 budget for the Successor Agency capital projects and the funding sources for these projects are summarized in the table below. Budget details are provided in the accompanying project sheets.

PROJECT NAME	PROJECT NO.	PROPOSED BUDGET
Hazardous Material Testing - Park & Ballantyne	RD0704S	107,000.00
Hazardous Material Testing - Prescott Promenade	RD0705S	11,000.00
Former Police Station - 100 Fletcher Parkway	RD0801S	305,000.00
Civic Center Complex Revitalization Project	RDR0703S	20,000.00
TOTAL PROJECT		**$ 443,000.00**

FUNDING SOURCES	FUNDING
Redevelopment Property Tax Trust Fund (RPTTF)	382,000.00
Other Funds (Rent, Interest, Grants, Miscellaneous)	50,000.00
Reserve Balance	11,000.00
TOTAL FUNDING	**$ 443,000.00**

SUCCESSOR AGENCY
FISCAL YEAR 2016-17

ACTIVITY:	**Successor Agency - Capital Projects**	**ACTIVITY**	**0590900**
PROJECT:	**Hazardous Materials Testing - Park & Ballantyne**	**PROJECT NO:**	**RD0704S**

This project provides for environmental remediation of a former Brownfields Site of a leaking underground storage tank from a former gasoline station. The former El Cajon Redevelopment Agency ("Agency") purchased the property for a residential development. On December 16, 2003, the Agency entered into a Reimbursement and Indemnity Agreement with Priest Development Corporation where the Agency indemnified the developer, and/or agreed to reimburse the developer for the costs of removing hazardous wastes.

On September 15, 2015, the California Regional Water Quality Control Board, San Diego Region ("San Diego Water Board") denied the Successor Agency's request for a site closure and directed the Successor Agency to further investigate the nature, extent, and mobility of highly contaminated groundwater plume that was recently detected in the monitoring wells. The San Diego Water Board also directed the Successor Agency to conduct necessary corrective actions to bring the site to closure in accordance to the State's Low-Threat Closure Policy.

Fiscal Year 2016-17 budget for this Successor Agency project provides funding for environmental remediation and project management costs associated with the Reimbursement and Indemnity Agreement.

	ROPS Line No.	Prior Years Actual	2015-16 Estimated	2016-17 July-December Proposed	2016-17 January - June Proposed	2016-17 Total Proposed
Project Management City Staff:						
Personnel	63	16,866	5,000	3,000	3,000	**6,000**
Remediation:						
Legal	11	124	300	500	500	**1,000**
Environmental Testing - SCS	11	94,425	61,700	80,000	20,000	**100,000**
TOTAL PROJECT		**111,415**	**67,000**	**83,500**	**23,500**	**107,000**
Source(s) of Funds:						
Redevelopment Property Tax Trust Funds (RPTTF)		76,842	-	33,500	23,500	**57,000**
Other Funds		34,573	67,000	50,000	-	**50,000**
TOTAL FUNDING		**111,415**	**67,000**	**83,500**	**23,500**	**107,000**

SUCCESSOR AGENCY
FISCAL YEAR 2016-17

ACTIVITY: **Successor Agency - Capital Projects** **ACTIVITY** **0590900**
PROJECT: **Hazardous Materials Testing - Prescott Promenade** **PROJECT NO:** **RD0705S**

This project provides for environmental remediation of a former Brownfields Site with a leaking underground storage tank from a former gasoline station. The former El Cajon Redevelopment Agency ("Agency") purchased and developed the property to a public park. The Agency entered into a Settlement Agreement with the former owners, Texaco, Shell Oil, and Unocal, for shared responsibility of the hazardous waste cleanup efforts. The Agency is responsible for 20% of all future cleanup costs. Ongoing monitoring will occur at the site until four consecutive quarters of testing result to minimal findings that comply with the San Diego County Department of Environmental Health's requirements for closure status.

Fiscal Year 2016-17 budget for this Successor Agency project provides funding for environmental remediation and project management costs associated with the Settlement Agreement.

	ROPS Line No.	Prior Years Actual	2015-16 Estimated	2016-17 July-December Proposed	2016-17 January - June Proposed	2016-17 Total Proposed
Project Management City Staff :						
Personnel	67	1,534	-	-	-	**-**
Remediation :						
Legal	12	31	-	500	500	**1,000**
Settlement Agreement (20%)	12	-	-	5,000	5,000	**10,000**
TOTAL PROJECT		**1,565**	**-**	**5,500**	**5,500**	**11,000**
Source(s) of Funds:						
Redevelopment Property Tax Trust Funds (RPTTF)		1,565	-	-	-	**-**
Reserve Balance		-	-	5,500	5,500	**11,000**
TOTAL FUNDING		**1,565**	**-**	**5,500**	**5,500**	**11,000**

SUCCESSOR AGENCY
FISCAL YEAR 2016-17

ACTIVITY: **Successor Agency - Capital Projects** **ACTIVITY** **0590900**
PROJECT: **100 Fletcher Parkway (Former Police Station)** **PROJECT NO:** **RD0801S**

The former police station located at 100 Fletcher Parkway, a key parcel within the Project Area, became available for redevelopment in Fall 2011. The former El Cajon Redevelopment Agency entered into an enforceable obligation with the City through the execution of a Purchase and Sale Agreement, Promissory Note and Deed of Trust, and acquired the property on June 16, 2011. With the dissolution of the redevelopment agencies on February 1, 2012, the Successor Agency has been tasked with managing and overseeing the property to ensure that maintenance is performed and necessary actions are taken to prevent waste and blighting conditions, which would cause a reduction in the value of the asset and negatively impact the businesses and economic growth in the immediate vicinity.

On October 2, 2015, the California Department of Finance (DOF) approved an Exclusive Negotiation Agreement (ENA) between the Successor Agency and Brixton Capital and Excel Hotel Group Inc. for the disposition of the real property. Upon completion of the negotiations, the terms of the sale of the property will be contained in a Disposition Development Agreement to be presented to the Oversight Board and DOF for approval.

The Fiscal Year 2016-17 budget for this Successor Agency project provides funding for the final payment on the Promissory Note, ongoing maintenance and management expenses, and disposition costs of the property.

	ROPS Line No.	Prior Years Actual	2015-16 Estimated	2016-17 July-December Proposed	2016-17 January - June Proposed	2016-17 Total Proposed
Project Management City Staff :						
Personnel	71	79,493	15,000	8,000	8,000	**16,000**
Promissory Note Payments:						
Principal & Interest	16	2,926,173	1,732,300	230,000	-	**230,000**
Professional/Technical Services:						
Legal	70	47	-	-	-	**-**
Property Maintenance:						
Repairs & Maintenance	15	13,762	10,000	3,000	3,000	**6,000**
Property Taxes & Insurance	15	14,680	10,000	6,000	6,000	**12,000**
Utilities	15	44,725	2,000	2,500	2,500	**5,000**
Other Professional/Technical	15	655	-	2,500	2,500	**5,000**
Property Disposition:						
Appraisal	72	9,500	-	-	-	**-**
Other Professional/Technical	72	500	15,000	20,000	10,000	**30,000**
Title, Escrow & Misc. Fees	72	64	200	500	500	**1,000**
TOTAL PROJECT		**3,089,599**	**1,784,500**	**272,500**	**32,500**	**305,000**
Source(s) of Funds:						
Redevelopment Property Tax Trust Funds (RPTTF)		3,089,599	1,772,500	272,500	32,500	305,000
Reserve Balance		-	12,000	-	-	**-**
TOTAL FUNDING		**3,089,599**	**1,784,500**	**272,500**	**32,500**	**305,000**

SUCCESSOR AGENCY
FISCAL YEAR 2016-17

ACTIVITY: **Successor Agency - Capital Projects** **ACTIVITY** **0590900**
PROJECT: **Civic Center Complex Revitalization Project** **PROJECT NO:** **RDR0703S**

This project primarily served to acquire properties in the downtown area for the development of a mixed-use project and the construction of a public parking facility. As the downtown El Cajon revitalization continues, the City acquired three properties from the Successor Agency for the development of a hotel. These properties included the following sites in the Amended Long Range Property Management Plan ("Amended Plan"): Site #9 Rea public parking lot (APN 488-072-40-00); Site #13 141 Magnolia Ave (APN 488-082-18-00), and Site #14 118-130 Rea Ave (APN 488-082-12-00). The City entered into compensation agreements with the affected taxing entities for the acquisition of the properties; and in December 2014, the sale/transfer of the properties was approved by the Oversight Board and California Department of Finance (DOF). The remaining parcel in this project, Site #12 at 115 Rea Ave (APN 488-083-03-00), is available for sale in the open market subject to approval by the Oversight Board and DOF.

The Fiscal Year 2016-17 budget for this Successor Agency project provides funding for ongoing maintenance and management and disposition costs of the remaining property at 115 Rea Avenue.

	ROPS Line No.	Prior Years Actual	2015-16 Estimated	2016-17 July-December Proposed	2016-17 January - June Proposed	2016-17 Total Proposed
Project Management City Staff :						
Personnel	87	12,340	-	-	-	**-**
Professional/Technical Services:						
Environmental Testing-Ninyo & Moore	85	4,836	-	-	-	**-**
Property Maintenance:						
Repairs & Maintenance	21	2,252	3,000	2,000	2,000	**4,000**
Property Taxes & Insurance	21	37,761	2,000	1,500	1,000	**2,500**
Utilities	21	632	200	100	100	**200**
Property Disposition:						
Appraisal	89	27,150	-	3,000	2,000	**5,000**
Other Professional/Technical	89	-	-	4,000	3,500	**7,500**
Title, Escrow & Misc. Fees	89	6	-	400	400	**800**
TOTAL PROJECT		**84,977**	**5,200**	**11,000**	**9,000**	**20,000**
Source of Funds:						
Redevelopment Property Tax Trust Funds (RPTTF)		84,977	2,200	11,000	9,000	**20,000**
Other Funds		-	3,000	-	-	**-**
TOTAL FUNDING		**84,977**	**5,200**	**11,000**	**9,000**	**20,000**

SUCCESSOR AGENCY
FISCAL YEAR 2016-17

ACTIVITY: **Successor Agency-2005 Bonds Housing Projects** **ACTIVITY NO:** **0295900**

With the dissolution of redevelopment agencies on February 1, 2012, the Successor Agency has been tasked with managing the proceeds from the 2005 Tax Allocation Bonds and identifying potential housing projects consistent with the bond covenants. The Fiscal Year 2016-17 budget for this activity includes funding for the El Cajon Housing Authority affordable housing project at 230 S. Sunshine Avenue.

The Fiscal Year 2016-17 budget for the Successor Agency 2005 Bonds Housing Projects provides funding to the El Cajon Housing Authority for housing project summarized in the table below.

	City Project No.	ROPS Line No.	2015-16 Estimated	2016-17 Proposed Budget
Project Contribution:				
Housing Authority Development & Revitalization Projects - Cornerstone Place at 230 S. Sunshine Ave	HA1501	92	-	700,000
TOTAL PROJECT			**-**	700,000
Source of Funds:				
2005 Tax Allocation Bonds - Housing			-	700,000
TOTAL FUNDING			**-**	700,000

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SUCCESSOR AGENCY
FISCAL YEAR 2016-17

ACTIVITY: **Successor Agency-2007 Bonds Capital Projects** **ACTIVITY NO:** **0597900**

With the dissolution of redevelopment agencies on February 1, 2012, the Successor Agency has been tasked with the managing the proceeds from the 2007 Tax Allocation Bonds and identifying potential capital improvement and infrastructure projects within the Project Area. The Fiscal Year 2016-17 budget for the Successor Agency 2007 Bonds Capital Projects includes funding for the capital improvement projects that are consistent with the bond covenants.

Fiscal Year 2016-17 budget for the Successor Agency 2007 Bonds Capital Projects provides funding to the City of El Cajon for capital improvement projects summarized in the table below.

	City Project No.	ROPS Line No.	2015-16 Estimated	2016-17 Proposed Budget
Project Contributions				
Median Improvements (RDR0705S)	PW3484	60	800,000	**-**
Fire Station 6 Renovation (RD1502S)	IFM3438	94	1,040,000	**410,000**
Ronald Reagan Community Center Renovation (RD1503S)	IFM3508	95	200,000	**1,060,000**
East County Performing Arts Center (ECPAC) Improvements (RD1504S)	IFM3471	98	200,000	**950,000**
TOTAL PROJECT			**2,240,000**	**2,420,000**
Source of Funds:				
2007 Tax Allocation Bonds			2,240,000	**2,420,000**
TOTAL FUNDING			**2,240,000**	**2,420,000**

CITY OF EL CAJON - PROFILE STATISTICS

GENERAL INFORMATION

Website:	www.cityofelcajon.us
Incorporated:	November 12, 1912
Government Type:	Charter
Elevation	435 feet
Area	14.4 sq. miles
Streets & Alleys	196 miles
Street & Signal Lights	3,273
Registered Voters	
Democrats	13,234
Republicans	14,286
Declined to state/Other	11,581
Sales Tax Rate:	8.50%
Sanitary Sewers	195 miles
Sewer Accounts (approx)	16,500

POPULATION AND HOUSING

Population	101,444	
Under 10 years	14,474	14.3%
10 to 19 years	13,607	13.4%
20 to 29 years	15,606	15.4%
30 to 39 years	13,540	13.3%
40 to 49 years	12,161	12.0%
50 to 59 years	13,734	13.5%
60 to 69 years	9,444	9.3%
70 to 79 years	5,054	5.0%
80+ years	3,824	3.8%
Housing Units-Total	37,307	
Single family-Detached	12,925	34.6%
Single family-Multiple	2,175	5.8%
Multi-Family	18,718	50.2%
Mobile Home/Other	2,192	5.9%
Occupied Housing Units	36,010	96.5%
Vacant	1,297	3.5%
Persons per Household	2.82	

POPULATION TRENDS (1980-2010)

Year:	Total Population:	Growth:
1980	73,892	
1990	88,693	20.0%
2000	94,869	7.0%
2010	99,478	4.9%

FIRE PROTECTION

Stations	4
Sworn Fire Personnel	59

POLICE PROTECTION

Headquarters	1
Animal Shelter	1
Sworn Police Personnel	122

TOTAL CITY EMPLOYEES

Management	59
Classified	368.75

EDUCATION

Elementary Schools	19
Middle Schools	6
High Schools	3
Continuation High School	1
Community College	2
Four Year College	1

RECREATION AND CULTURE

Parks	17
Recreation Centers	6
Libraries	2
Churches	83

BUILDING PERMITS

Permits issued in 2014	1,745
Building Permit Valuation	$42,552,194

LAND USE

Total Acres	9,245
Developed Acres	8,646
Vacant Developable Acres	245
Constrained Acres	351
Employment Density	17.2
Residential Density	8.4

MEDIAN HOUSEHOLD INCOME

2009 (current dollars)	$50,811
2009 (1999 $)	$36.241
2000 (1999 $)	$35,530

CITY OF EL CAJON - PROFILE STATISTICS

POPULATION CHARACTERISTICS

	POPULATION:	% OF TOTAL:	POPULATION < AGE 18:	PERCENT <AGE 18:
Hispanic	30,056	29.6%	9,922	9.8%
Non-Hispanic	71,388	70.4%	15,181	15.0%
White	56,831	56.0%	11,406	11.2%
Black	5,631	5.6%	1,550	1.5%
American Indian	425	0.4%	76	0.1%
Asian & Pacific Isl.	3,857	3.8%	678	0.7%
All Other	4,644	4.6%	1,471	1.5%
All Ethnic Groups	101,444		25,103	24.7%

HOUSEHOLD INCOME

< $15k	5,020	14.5%
$15k - $30k	6,922	19.9%
$30k - $45k	5,339	15.4%
$45k - $60k	4,710	13.6%
$60k - $75k	3,124	9.0%
$75k - $100k	3,813	11.0%
$100k - $125k	2,045	5.9%
$125k - $150k	1,596	4.6%
$150k - $200k	1,219	3.5%
> $200k	925	2.7%

PROPERTY TAX DOLLAR BREAKDOWN (Basic)

Grossmont Union High School Dist	0.24836
General Elementary Cajon Valley Union	0.22491
County General	0.13209
Educational Rev Augmentation Fund	0.12926
City of El Cajon	0.11174
Grossmont-Cuyamaca Comm College	0.09419
County Library	0.02512
Grossmont Healthcare Distr	0.01625
County School Service	0.00686
Regional Occupational Centers	0.00438
CWA Helix Water District	0.00345
County School Services-Capital Outlay	0.00173
Children's Institutions Tuition	0.00146
Chula Vista Project	0.00018
Cajon Valley Union Building Aid	0.00002
	1.00000

ASSESSED VALUE OF TAXABLE PROPERTY

CATEGORY:	FY2004/05	FY2009/10	FY2013/14
Residential	3,683,527,000	4,681,464,000	4,726,844,000
Commercial	961,055,000	1,332,879,000	1,363,339,000
Industrial	456,728,000	605,729,000	627,606,000
Dry Farm	140,000	-	-
Institutional	15,824,000	102,708,000	20,376,000
Recreational	9,716,000	11,211,000	7,449,000
Vacant	64,648,000	88,457,000	79,358,000
SBE Nonunitary	2,154,000	1,049,000	419,000
Unsecured	350,913,000	531,835,000	425,276,000
Total	5,544,705,000	7,355,332,000	7,250,667,000

CITY OF EL CAJON
Operating Indicators by Function/Program
Last Ten Fiscal Years

Function/Program	Fiscal Year 2006	2007	2008	2009	2010	2011	2012	2013	2014	2015
General Government										
Building permits issued	3,110	1,762	1,364	1,188	1,101	1,245	1,238	1,376	1,534	1,971
Building inspections conducted [a]	11,816	8,370	8,029	5,263	7,859	4,279	4,337	5,340	2,522	9,529
Police										
Physical arrests [c]	6,391	5,780	5,119	5,300	5,321	4,605	4,513	5,015	5,088	6,589
Traffic violations	12,455	13,931	16,953	13,955	13,354	12,235	9,968	10,915	3,653	3,100
Parking violations	2,273	2,956	3,098	2,550	3,282	3,248	4,049	3,085	2,764	3,191
Animal Control [a]										
Licenses issued	2,387	2,386	2,345	2,431	2,439	2,731	2,290	2,254	2,025	1,985
Adoptions [b]	1,093	1,201	1,150	1,146	1,191	1,234	1,106	1,112	951	971
Fire [a]										
Emergency responses	10,582	9,858	9,607	10,543	12,122	12,829	13,177	11,549	12,087	12,833
Fires extinguished	63	154	120	126	469	253	752 [d]	410 [e]	368 [e]	348
Fires investigated	63	154	120	126	469	253	318	410 [e]	368 [e]	96
Inspections	691	534	403	4,108	2,657	3,058	3,684	3,921	535	813
Abatement compliance	46	76	360	294	298	288	580	407	418	2,770
CERT Academy citizen attendance	110	72	29	39	38	42	59	58	57	55
Public works										
Street resurfacing (miles)	2	4	7	2	18	10	3	11	6	5
Recreation										
Rentals	542	600	648	615	467	385	346	362	367	334
Bookings	3,664	3,341	4,196	3,430	2,852	2,463	2,156	1,799	1,704	1,596
Attendance	70,912	146,124	124,757	136,540	149,990	91,572	195,677	85,574	88,875	113,924
Wastewater										
Average daily sewage transportation (thousands of gallons)	9,000	9,000	9,000	9,000	9,000	9,000	9,000	9,000	9,000	9,000

Sources: Various city departments

Notes:

[a] 2005 - 2007 data was compiled by calendar years; fiscal year amounts represented here are averages of the two calendar years each fiscal year crosses.

[b] Data restated for year 2006.

[c] Data restated for years 2008 - 2009.

[d] Now part of Heartland Fire and Rescue JPA, El Cajon Fire Department responds to fires in the La Mesa, Lemon Grove, and San Miguel fire districts.

[e] This data is for fires within El Cajon city limits.

City of El Cajon, California
San Diego County

HISTORICAL NOTES

In 1769, the founding padres of the San Diego de Alcala Mission were seeking a place to pasture their herds of cattle and flocks of sheep. They found the lush green El Cajon Valley with it surrounding hills to be a perfectly natural corral. The soil was rich and the climate perfect, so in 1794 the padres began cultivating the land. To carry water into the fields, they built a tile flume from above El Monte Park in Lakeside. With the help of the Native Americans, they worked hard tilling the soil, and devoted their time to nurturing the 50 acres of barley, corn and grapes. This was the start of the agricultural boom in our valley.

By the turn of the century the valley was full of vineyards and agriculture, with a handful of houses set beneath trees in wide fields. On the edge of town were ranches and farms. The only light that lit the sides of the hills and mountains was that of the moon. The present day intersection of Main and Magnolia was known as “Knox Corners”.

“Knox Corners” was an important and busy intersection in its day. Imagine traveling through the Wild West from Yuma on a narrow winding road and suddenly coming upon the lush green valley and arriving at the Knox Hotel. Here the teamsters changed from 20 mule teams to two or three mules to make the haul to San Diego easier.

Following in the padres’ footsteps, farmers began to plow the soil, transforming the hardpan into a farmer’s dream. The agricultural boom was evident everywhere. Local women were employed to help sort and box the fruit.

As the town grew, so did the concerns of residents. The people decided to become a town, with officials who could address the problems that the residents could not handle themselves. Thus, the city of El Cajon was incorporated on November 12, 1912. Items on the agenda included banning range cattle from municipal streets, prohibiting hog ranching within City limits, grading and sprinkling dirt roads on a regular basis, construction of badly needed bridges, planning a City water system and installing electric lights for downtown streets.

We ask you to take a moment and salute the pioneers of our past, and remember the people who wove the bright and promising tapestry, which we enjoy today as the City of El Cajon.

HOME TELEPHONE CO.

BOSTONIA STORE
FIRST IN BOSTONIA - 1886 - SECOND AT BROADWAY
BEEF STEW
47¢
10 29¢
89¢
SQUARE
2 39¢

CITY OF EL CAJON
GLOSSARY OF BUDGET AND FINANCE TERMS

Accounting System	The total set of records and procedures that are used to record, classify, and report information on the financial status and operations of an entity.
Accrual Accounting	A basis of accounting where revenues are recognized when earned, and expenditures are recognized when incurred.
Activity	An accounting entity created to capture the revenues and expenditures connected with a specific unit of work or service responsibility.
AFFORD	Acronym for Agencies for Fair and Objective Rate Decision.
Appropriation	An authorization made by the City Council, which permits officials to incur obligations against and to make expenditures of governmental resources. Appropriations are usually made for fixed amounts and are typically granted for a one-year period.
ARJIS	Acronym for Automated Regional Justice Information System.
ARRA	Acronym for American Recovery and Reinvestment Act.
Assessed Valuation	The estimated value placed upon real and personal property by the County Assessor as the basis for levying property taxes.
Assets	Property owned by the City, which has monetary values.
Audit	A systematic examination of resource utilization concluding in a written report. It is a test of management's internal accounting controls and is intended to: Ascertain whether financial statements fairly present financial positions and results of operations; test whether transactions have been legally performed; identify areas for possible improvements in accounting practices and procedures; ascertain whether transactions have been recorded accurately and consistently; and, ascertain the managerial conduct of officials responsible for governmental resources.
Balanced Budget	A balanced budget is one where expenditures does not exceed available resources.
Balance Sheet	A statement purporting to present the financial position of an entity by disclosing its assets, liabilities, and fund equities as of a specific date.

Base Budget	Ongoing expense for personnel, contractual services, and the replacement of supplies and equipment required to maintain service levels previously authorized by the City Council.
BEDI	Acronym for Brownfield's Economic Development Initiative Grant
Bond (Debt Instrument)	A written promise to pay (debt) a specified sum of money (called principal or face value) at a specified future date (called the maturity date) along with periodic interest paid at a specified percentage of the principal (interest rate). Bonds are typically used for long-term debt to pay for specific capital expenditures.
Budget (Operating)	A plan of financial operation embodying an estimate of expenditures for a given period (typically a fiscal year) and the proposed means of financing them (revenue estimates). The term is also sometimes used to denote the officially approved expenditure ceilings under which the City and its departments operate.
Budget Calendar	The schedule of key dates or milestones, which the City follows in the preparation and adoption of the budget.
Budget Message	A general discussion of the proposed budget presented by the City Manager in writing as a part of, or supplement to, the budget document. The budget message explains principal budget issues against the background of financial experience in recent years and presents recommendations made by the City Manager.
CACDA	Acronym for California Animal Control Directors Association.
CAFR	Acronym for Comprehensive Annual Financial Report
CAPER	Acronym for Consolidated Annual Performance Evaluation and Review.
Capital Assets	Assets of significant value and having a useful life of more than one year. Capital assets are also called fixed assets.
Capital Budget	A plan of proposed capital expenditures and the means of financing them.
Capital Outlay	Expenditures for the acquisition of capital assets. Includes the cost of land, buildings, permanent improvements, machinery, large tools, and rolling and stationary equipment.
Capital Projects	Projects that purchase or construct capital assets. Typically a capital project encompasses a purchase of land and/or the construction of a building or facility.

Capital Projects Fund	Used to account for financial resources used for the acquisition or construction of major capital facilities (other than those financed by Proprietary Funds).
CARB	Acronym for California Air Resources Board.
CDBG	Acronym for Community Development Block Grant.
CHDO	Acronym for Certified Housing Developer Organization
CIP Engineering	All work involved in preparation of construction plans, contractual documents and construction administration for the design and upgrade of various infrastructures for projects identified in the Capital Improvement Program.
CLEEP	California Law Enforcement Program (CLEEP). State grants to local governments for the purpose of acquiring high technology equipment.
CNT	Acronym for Crisis Negotiation Team
Commodities	Items of expenditure (in the operating budget) which after use, are consumed or show a material change in their physical condition, and which are generally of limited value and are characterized by rapid depreciation. Office supplies and motor fuel is examples of commodities.
Contingency	A budgetary reserve set-aside for economic uncertainty or unforeseen expenditures not otherwise budgeted for.
Contractual Services	Expenditures for services the City receives from an outside company.
CSFMO	Acronym for California Society of Municipal Finance Officers.
Debt Service	Payment of interest, and repayment of principal to holders of the City's debt instruments.
Debt Service Fund	Used to account for the accumulation of resources for, and payment of, general long-term debt.
Deficit	(1) The excess of an entity's liabilities over its assets (See Fund Balance). (2) The excess of expenditures or expenses over revenues during a single accounting period.
Depreciation	(1) Expiration in the service life of capital assets attributable to wear and tear, deterioration, action of the physical elements, inadequacy or obsolescence.

(2) That portion of the cost of a capital asset that is charged as an expense during a particular period.

DVRT	Acronym for Domestic Violence Response Team.
ECCDC	Acronym for El Cajon Community Development Corporation.
ECEDC	Acronym for East County Economic Development Council.
ECPAC	Acronym for El Cajon Performing Arts Center
ECRA	Acronym for El Cajon Redevelopment Agency
Encumbrance	Obligations in the form of purchase orders or contract commitments which are chargeable to an appropriation and for which a part of the appropriation is reserved. They cease to be encumbrances when paid or when an actual liability is set up.
Enterprise Fund	Separate financial accounting used for government operations that are financed and operated in a manner similar to business enterprises, and where the intent of the governing body is that the costs (expenses, including depreciation) of providing goods or services to the general public be financed or recovered primarily through user charges, or where the governing body has decided that periodic determination of net income is appropriate for capital maintenance, public policy, management control, or other purposes.
ERAF	Acronym for Education Revenue Augmentation Fund. Most notably during the State budget crisis of 1992-93, the State adopted the Education Revenue Augmentation Fund shifting local government property tax revenues to schools. Most recently, in 2002-03, the State shifted $75 million in redevelopment property tax revenue to K-12 school and community colleges.
Expenditures	The Cost of goods received or services rendered are recognized in the accounting period in which they are incurred.
FEMA	Acronym for Federal Emergency Management Agency.
Fiduciary Funds	A category of fund types that includes Trust and Agency Funds.
Fiscal Year	The twelve month period beginning July 1st and ending the following June 30th.
Fixed Charges	Items of expenditure for services rendered by internal operations of the City. Rental of City equipment, computer services, building rental, indirect operating expenses, and depreciation are examples of fixed charges.

Full Faith and Credit	A pledge of the City's taxing power of a government to repay debt obligations (typically used in reference to General Obligation Bonds or tax-supported debt).
Fund	An independent fiscal and accounting entity with a self-balancing set of accounts recording cash and/or other resources together with all related liabilities, obligations, reserves, and equities which are segregated for the purpose of carrying on specific activities or attaining certain objectives.
Fund Balance	The Excess of an entity's assets over its liabilities. A negative fund balance is sometimes called a deficit.
GASB-34	Government Accounting Standards Board Statement #34
General Fund	The fund supported by taxes, fees, and other revenues that may be used for any lawful purpose. The general fund accounts for all financial resources except those required to be accounted for in another fund.
General Obligation Bonds	When the City pledges its full faith and credit to the repayment of the bonds it issues, then those bonds are general obligation (G.O.) bonds. Sometimes the term is also used to refer to bonds, which are to be repaid from taxes and other general revenues. In California, G.O. bonds must be authorized by public referenda with a two-thirds voter approval.
GFOA	Acronym for Government Finance Officers Association.
Governmental Funds	A category of fund types that includes the general fund, special revenue, capital projects, and debt service funds.
HOME	Acronym for HOME Investment Partnership Program.
HCFA	Acronym for Heartland Communication Facility Authority.
HFTA	Acronym for Heartland Fire Training Authority.
HUD	Acronym for U.S. Department of Housing and Urban Development.
Infrastructure	All City owned facilities supporting the operation of the governmental unit. It includes; streets, roads, bridges, curbs and gutters, parks, sewer lines, storm drains, sewer lift stations, all government buildings and related facilities.
Intergovernmental Grant	A contribution of assets (usually cash) by one governmental unit or other organization to another. Typically, these contributions are made to local governments from the State and Federal Governments. Grants are usually made for specified purposes.

Internal Service Fund	Funds used to account for the financing of goods or services provided by one department or agency to other departments or agencies of the City.
Investment	Securities and real estate purchased and held for the production of income in the form of interest, dividends, rentals or base payments.
LAFCO	Local Agency Formation Committee
Liability	Debt or other legal obligations arising out of transactions in the past, which must be liquidated, renewed or refunded at some future date. NOTE: The term does not include encumbrances.
LFLIP	Acronym for Local Forensic Laboratory Forensic Laboratory Improvement Program
Maturities	The dates on which the principal or stated values of investments or debt obligations mature and may be reclaimed.
MBIA	Municipal resource consultant that provides sales and property tax auditing to enhance city revenues.
MTDB	Acronym for Metropolitan Transit Development Board
Modified Accrual Accounting	A basis of accounting where 1.) revenues are recorded when received; 2.) revenues are accrued when they are both measurable and collectable within the accounting period or soon enough after the end of the period to pay liabilities of the period; and 3.) expenditures, other than interest or long-term debt, are recorded when liabilities are incurred.
NPDES	Acronym for National Pollution Discharge Elimination System
Object of Expenditure	Expenditure classifications based upon the types or categories of goods and services purchased. Typical objects and expenditure include: - Employee services (salaries and wages); - Supplies and services (utilities, maintenance contracts, travel); - Capital outlays; and - Debt service.
Operating Funds	Resources derived from recurring revenue sources used to finance ongoing operating expenditures and pay-as-you-go capital projects.
OTS	Acronym for Office of Traffic Safety.

Performance Measures	Specific quantitative measures of work performed within an activity or program (e.g., total miles of streets cleaned). Also, a specific quantitative measure of results obtained through a program or activity (e.g., reduced incidence of vandalism due to new street lighting program).
PERT	Acronym for Psychiatric Emergency Response Team.
Proprietary Funds	A category of fund types that includes enterprise and internal service funds.
RFP	Acronym for Request for Proposal
ROPS	Acronym for Recognized Obligations Payment Schedule
RPTTF	Acronym for Redevelopment Property Tax Trust Fund
RRCC	Acronym for Ronald Reagan Community Center
Rating	The credit worthiness of a City as evaluated by independent agencies.
Reserve	An account used to indicate that a portion of fund equity is legally restricted for a specific purpose, or set aside for emergencies or unforeseen expenditures not otherwise budgeted. Reserve accounts can also be used to earmark a portion of fund balance to indicate that it is not appropriate for expenditures.
Resources	Total dollars available for appropriations including estimated revenues, fund transfers, and beginning fund balances.
Revenue	The term designates an increase to a fund's assets which: - does not increase a liability (e.g., proceeds from a loan); - does not represent a repayment of an expenditure already made; - does not represent a cancellation of certain liabilities; and - does not represent an increase in contributed capital.
Revenue Bonds	When a government issues bonds, which do not pledge the full faith and credit of the jurisdiction, it issues limited liability revenue bonds. Typically, pledges are made to dedicate one specific revenue source to repay these bonds. In addition to a pledge of revenues, such bonds sometimes may be secured by a lien against property.
Revenue Estimate	A formal estimate of how much revenue will be earned from a specific revenue source for some future period; typically, a future fiscal year.

RID	Acronym for "Reducing Impaired Drivers Project"
SANDAG	Acronym for San Diego Association of Governments
Source of Revenue	Revenues are classified according to their source or point of origin.
Special Revenue Fund	Used to account for the proceeds of special revenue sources that are restricted by law (or administrative action) to expenditures for specific purposes.
Subventions	State financial support to Cities such as; Motor Vehicle In-Lieu Fees, Gas Taxes, Office of Emergency Services Grants, Police Officers Standards and Training (POST) reimbursements and Cigarette Taxes.
Successor Agency	The designated entity to the dissolved redevelopment agency. It is the Sponsoring Community (city, county, or city and county) that authorized the creation of the redevelopment agency.
SWAT	Acronym for Special Weapons & Tactics Unit
TDA	Acronym for Transit Development Act.
TSFAC	Acronym for Transit Services and Facilities Advisory Committee.
UEIA	Acronym for Unsecured Environmental Indemnity Agreements
Unit Cost	The cost required to produce a specific product or unit of service (e.g., the cost to purify one thousand gallons of water).
User Charges (also Known as User Fees)	The payment of a fee for direct receipt of a public service by the party benefiting from the service
VLF	Acronym for Vehicle License Fee. Based on market value of a vehicle, a Vehicle License Fee (VLF) is a fee charged for the privilege of operating that vehicle on public streets.
Yield	The rate earned on an investment based on the price paid.

CITY OF EL CAJON
CHART OF ACCOUNT INDEX
Fiscal Year 2016-2017

FUND/DEPT	DESCRIPTION	BUDGET PAGE
101	**GENERAL FUND**	
101	101000 CITY COUNCIL	D-3
101	103000 COMMUNITY SERVICES & EVENTS	E-4
101	103100 CENTENNIAL CELEBRATION	E-6
101	104000 CONTINGENCY	D-4
101	106000 CITY ATTORNEY	G-1
101	107000 CITY CLERK	F-1
101	110000 CITY MANAGER	E-1
101	114000 FINANCE	H-1
101	118000 HUMAN RESOURCES	I-5
101	121000 INFORMATION TECHNOLOGIES	I-6
101	122000 ADMINISTRATIVE SERVICES	I-1
101	123000 PUBLIC WORKS FACILITIES MAINTENANCE	M-8
101	124000 EAST COUNTY PERFORMING ARTS CTR (ECPAC)	M-9
101	130110 POLICE - ADMINISTRATION	K-10
101	130120 POLICE - INSPECTION TRAINING & PERSONNEL	K-11
101	130130 POLICE - RECORDS	K-12
101	130140 POLICE - INFORMATION SYSTEMS SERVICES	K-13
101	130150 POLICE - COMMUNICATIONS	K-14
101	130160 POLICE – PATROL OPERATIONS	K-15
101	130170 POLICE - SPECIAL OPERATIONS UNIT	K-16
101	130190 POLICE - TRAFFIC ENFORCEMENT	K-17
101	130210 POLICE - INVESTIGATIONS	K-18
101	130220 POLICE - FORENSIC LABORATORY	K-19
101	130230 POLICE - ANCILLARY & AUXILIARY UNITS	K-20
101	135000 POLICE - ANIMAL CONTROL	K-21
101	140000 FIRE - ADMINISTRATION	L-9
101	141000 FIRE - SUPPRESSION	L-10
101	145000 FIRE - HEARTLAND FIRE AND RESCUE	L-11
101	150000 PUBLIC WORKS ADMINISTRATION	M-10
101	151310 PUBLIC WORKS ENGR - GENERAL	M-11
101	151330 PUBLIC WORKS ENGR - PRIVATE DEVELOPMENT	M-12
101	151900 PUBLIC WORKS ENGR - CIP	M-14
101	152310 PUBLIC WORKS TRAFFIC ENGINEERING	M-16
101	152320 PUBLIC WORKS TRAFFIC MAINTENANCE	M-17
101	160000 PUBLIC WORKS PARKS	M-18
101	161000 PW PARK MEDIAN & PARKWAY TREE MAINTENANCE	M-20

101 165000 RECREATION O-1
101 170110 HOUSING & SUCCESSOR AGENCY ADMINISTRATION J-6
101 170510 PLANNING J-7
101 171000 BUILDING AND FIRE SAFETY J-8
101 190000 OTHER FINANCING USES H-6

209 PUBLIC WORKS GRANTS

209 209000 BEVERAGE CONTAINER RECYCLING M-21

211 STREET MAINTENANCE (GAS TAX)

211 211320 P/W STREET MAINTENANCE M-22
211 211950 VEHICLE & EQUIPMENT REPLACEMENT-GAS TAX M-24

213 TRANSIT

213 213000 TRANSIT (ARTICLE 4) M-25

VARIOUS PUBLIC SAFETY SPECIAL REVENUE

215 215000 STATE CITIZENS OPTION FOR PUBLIC SAFETY K-22
221 221000 FIRE-STATE HOMELAND SECURITY GRANTS L-14
222 222000 FEDERAL FORFEITED & SEIZED ASSETS K-22
223 223000 STATE FORFEITED & SEIZED ASSETS K-22
224 224280 POLICE PROP 172 ..... K-23
224 224290 FIRE PROP 172 ..... L-14
225 225900 POLICE-MISC GRANTS K-23

240 RECREATION (Special Revenue Fund)

240 240000 RECREATION SPECIAL REVENUE FUND O-10

250 EMERGENCY MEDICAL SERVICES

250 250000 EMERGENCY MED. SERVICES OPERATIONS (EMS) L-12
250 250100 BASIC LIFE SUPPORT TRANSPORT PROGRAM L-13

254 INDIAN GAMING GRANT

254 254300 INDIAN GAMING GRANT – PUBLIC WORKS N-44

270 COMMUNITY DEVELOPMENT BLOCK GRANTS (CDBG)

270 270110-900 CDBG ADMINISTRATION J-13

275 HOME PROGRAM

275 275110-900 HOME ADMINISTRATION J-13

280 CALHOME GRANT

280 280000 CALHOME GRANT PROGRAM J-16

289 LOW AND MODERATE INCOME HOUSING ASSET FUND

289 289110 LOW & MOD INCOME HOUSING ASSET FUND- ADMIN J-16
289 289900 LOW & MOD INCOME HOUSING ASSET FND-PROJECTS J-17

299 HOUSING IN LIEU PROGRAM

299 299900 HOUSING IN LIEU PROGRAM J-22

402 PUBLIC SAFETY FAC – TAX REVENUE BONDS

402 402000 PUBLIC SAFETY FACILITY – TAX REVENUE BONDS N-24

501-580 CAPITAL IMPROVEMENT PROGRAMS

501 501000 CITY CAPITAL IMPROVEMENT PROJECTS.....N-1
502 502000 PUBLIC SAFETY FACILITY-ADMINISTRATION N-15
502 502000 PUBLIC SAFETY FACILITY-PROJECTS.....N-18
503 503000 TRANSNET PROJECTS N-41
505 505000 PARKS IMPROVEMENT PROGRAM N-47
515 515000 PARK IMPACT FEES.....N-58
550 550000 PUBLIC WORKS TRANSPORTATION PROJECTS.....N-27
552 552900 FEDERAL TRANSPORTATION GRANTS N-42
553 553000 REGIONAL TRANSPORTATION CONGESTION (RTCIP)....N-43

601 FLEET MAINTENANCE

601 601000 FLEET MAINTENANCE M-26

605 VEHICLE & EQUIPMENT REPLACEMENT

605 605000 VEHICLE & EQUIPMENT REPLACEMENT (GF/EMS) M-28

610 SELF INSURANCE

610 610000 SELF INSURANCE I-8

615 INFORMATION TECHNOLOGY REPLACEMENT PROGRAM

615 615110 CITYWIDE TECHNOLOGY REPLACEMENT I-7
615 615280 POLICE TECHNOLOGY REPLACEMENT I-7
615 615290 FIRE TECHNOLOGY REPLACEMENT I-7

620 OTHER POST RETIREMENT BENEFITS FUND

620 620000 OTHER POST EMPLOYMENT BENEFITS FUND..... H-7

650 WASTEWATER FUND

650 650710 WASTEWATER DISPOSAL M-29
650 650720 WASTEWATER MAINTENANCE M-34
650 650730 WASTEWATER CUSTOMER SERVICE M-36
650 650740 SWEEPING MAINTENANCE..... M-37
650 650750 NPDES COMPLIANCE M-38
650 650900 CAPITAL IMPROVEMENT PROJECTS..... N-59
650 650950 WASTEWATER VEHICLE/TECH REPLACEMENT M-40

0290-0597 SUCCESSOR AGENCY

0290-0597 SUCCESSOR AGENCY P-1

EL CAJON

The Valley of Opportunity

· Incorporated 1912 ·

CITY OF EL CAJON
200 Civic Center Way
El Cajon, California 92020

www.cityofelcajon.us