

City of Grand Terrace



FY2017-18 Proposed Budget

City Council

Darcy McNaboe, Mayor

Sylvia Robles, Mayor Pro-Tem

Doug Wilson, Council Member

Bill Hussey, Council Member

Brian Reinartz, Council Member



City Manager
G. Harold Duffey



CITY OF GRAND TERRACE

2030 VISION and 2014-2020 STRATEGIC PLAN

Our Mission

To preserve and protect our community and its exceptional quality of life through thoughtful planning, within the constraints of fiscally responsible government.

Our Vision

Grand Terrace is an exceptionally safe and well managed City, known for its natural beauty and recreational opportunities; a vibrant and diverse local economy; a place where residents enjoy an outstanding quality of life that fosters pride and an engaged community, encouraging families to come and remain for generations.

Our Core Values

*Open and Inclusive Government
Honesty and Integrity
Mutual Respect*

*Exceptional Customer Service
Innovation and Creativity
Positive and Productive Work Environment*

Goals

1. *Ensure Our Fiscal Viability*
 - Commit to a Balanced Budget*
 - Identify Additional Revenue Sources*
 - Review Expenditures and Seek Savings*
 - Explore Creative Means to Provide Services*
 - Ensure Appropriate Cost Recovery for Services*
2. *Maintain Public Safety*
 - Ensure Staff Levels for Police Services Remain Adequate for Our Community*
 - Invest in Critical Improvements to Infrastructure*
3. *Promote Economic Development*
 - Develop Proactive Economic Development Plan to Attract New Businesses*
 - Invest in Infrastructure Needed to Support Business Attraction and Retention*
 - Prepare for Development by Updating Zoning and Development Codes including the Sign Code*
4. *Develop and Implement Successful Partnerships*
 - Work Collaboratively with Community Groups, Private and Public Sector Agencies to Facilitate the Delivery of Services Benefitting Youth, Seniors and Our Community*
 - Work with Local, Regional and State Agencies to Secure Funding for Programs and Projects*
5. *Engage in Proactive Communication*
 - Develop and Implement a Cost Effective Proactive Communication Program*
 - Utilize Technology and Web-Based Tools to Disseminate Information*
 - Engage the Community by Participation*

**City of Grand Terrace
2017-18 PROPOSED BUDGET
Table of Contents**

Page No.

INTRODUCTION

City Manager Budget Transmittal Letter.....	<i>i</i>
City History	3
Mission, Vision and Core Values	5
Community Profile	7
How to Read the Budget Document.....	11

ORGANIZATIONAL & FINANCIAL STRUCTURE

City Organization Chart	19
City Council Members.....	21
Budget Process	23
Budget Development Guidelines	26
Budget Preparation Instructions.....	27
Budget Calendar.....	29
Financial Structure.....	30

FINANCIAL SUMMARIES

Citywide Fund Balance	34
Revenue & Expenditure Appropriations	
Revenue Summary by Fund	38
Revenue Chart – Citywide	39
Expenditure Summary by Fund.....	42
Expenditure Chart – Citywide	43
Revenue and Expense Statements by Fund	
Revenue & Expense Statement - Citywide.....	46
Revenue & Expense Statement – by Fund Type.....	47
City-Wide Position Summary	53

PROGRAM SUMMARIES

GENERAL FUND

Revenue & Expense Statement - General Fund	87
--	----

Departmental Information

City Council	63
City Manager	
City Manager.....	69
Senior Citizens Program	72
Emergency Operations Center Program (EOC)	74
Information Technology (Management Information Systems).....	76

**City of Grand Terrace
2017-18 PROPOSED BUDGET
Table of Contents**

Page No.

City Clerk	
City Clerk Administration	79
Historical and Cultural Committee	81
City Attorney	83
Finance	
Finance Administration.....	85
Non-Departmental.....	87
Planning and Development Services	
Planning and Development	89
Planning Commission	93
Building and Safety	95
Code Enforcement (Rental Inspection).....	97
Enforcement Program (Animal Control).....	99
Public Works	101
Parks Maintenance	103
National Pollution Discharge and Elimination System (NPDES).....	105
Storm Drain Maintenance.....	107
Public Works.....	175
Facilities Maintenance.....	111
Law Enforcement	
Public Safety.....	113
SPECIAL REVENUE FUNDS	
Development Impact Fees (DIF).....	119
Special Revenue	123
Grants	129
Housing Authority	137
Equipment Replacement Reserve	170
CAPITAL PROJECTS FUNDS	
Revenue & Expense Statement Summary.....	147
Revenue & Expense Statement by Fund	148

**City of Grand Terrace
2017-18 PROPOSED BUDGET
Table of Contents**

Page No.

SUCCESSOR AGENCY (S/A) TO THE CRA OF THE CITY OF GRAND TERRACE

Revenue & Expense Statement Summary	153
Revenue & Expense Statement by Fund	154
Successor Agency Debt Service	157

APPENDICES

Fund Descriptions.....	163
Glossary of Terms	171

This page left intentionally blank.



Introduction



CITY OF GRAND TERRACE 2030 VISION

Our Mission

To preserve and protect our community and its exceptional quality of life through thoughtful planning, within the constraints of fiscally responsible government.

Our Vision

Grand Terrace is an exceptionally safe and well managed City, known for its natural beauty and recreational opportunities; a vibrant and diverse local economy; a place where residents enjoy an outstanding quality of life that fosters pride and an engaged community, encouraging families to come and remain for generations.

Our Core Values

*Open and Inclusive Government
Exceptional Customer Service
Honesty and Integrity
Innovation and Creativity
Mutual Respect
Positive and Productive Work Environment*



2030 VISION GOALS

1. Ensure Our Fiscal Viability

- Commit to a Balanced Budget
- Identify Additional Revenue Sources
- Review Expenditures and Seek Savings
- Explore Creative Means to Provide Services
- Ensure Appropriate Cost Recovery for Services

2. Maintain Public Safety

- Ensure Staff Levels for Police Services Remain Adequate for Our Community
- Invest in Critical Improvements to Infrastructure

3. Promote Economic Development

- Develop Proactive Economic Development Plan to Attract New Businesses
- Invest in Infrastructure Needed to Support Business Attraction and Retention
- Prepare for Development by Updating Zoning and Development Codes including the Sign Code

4. Develop and Implement Successful Partnerships

- Work Collaboratively with Community Groups, Private and Public Sector Agencies to Facilitate the Delivery of Services Benefitting Youth, Seniors & Our Community
- Work with Local, Regional and State Agencies to Secure Funding for Programs and Projects

5. Engage in Proactive Communication

- Develop and Implement a Cost Effective Proactive Communication Program
- Utilize Technology and Web-Based Tools to Disseminate Information
- Engage the Community by Participation

Grand Terrace 2030 Vision

Transmittal Letter

May 30, 2017
Honorable Mayor and
City Council of the
City of Grand Terrace



Introduction

For your consideration, I submit the Fiscal Year (FY) 2017/18 budget, which represents 39 years of Grand Terrace’s incorporation. This budget reflects staff’s continual effort to efficiently and effectively execute programs to achieve the goals and objectives established within the City Council’s 2030 Vision. The 2017/18 budget and Five-Year Balanced Budget Forecast continues to demonstrate the City’s financial stability. Grand Terrace, along with the San Bernardino County Region’s economy, continues to improve. This is demonstrated with continual growth in Grand Terrace’s core revenues, such as sales, use, and property taxes. Yet this budget represents a critical shift in our overall operations as we move away from planning programs to the implementation phase. While we will always “Ensure Our Fiscal Viability”, staff will focus on execution of service, partnerships and communication.

Fund Balance or Rainy Day Fund

The City of Grand Terrace’s General Fund budget is a balanced budget for 2017/18 with revenue of \$5.08 million and expenses of approximately \$5.06 million, leaving a projected fund balance of approximately \$20,000. The overall budget increase in this fiscal year’s budget, represents a full year of funding for programs implemented in fiscal year 2016/17. The 2017/18 budget maintains GFOA (Government Finance Officers Association) recommendations that unrestricted budgetary fund balance in the general fund of no less than two months of regular general fund operating revenues or regular general fund operating expenditures.

Personnel Increases/Operational Changes

The 2017/18 budget includes the addition of two Analysts in lieu of the Willdan Financial Services Contract; the change represents the final transition of closing out the Willdan Contract and bringing these services in house. The position requested are in addition to the actions the Council took in fiscal year 2016/17. Staff is also requesting that Maintenance Worker I positions be budgeted as Maintenance Worker II positions. The Maintenance Worker I position is an entry-level position

and once employees have experience and a satisfactory evaluation, they should be able to flex into the higher position. Staff is also requesting that the Part-Time Office Specialist Position be budgeted as Full-Time. Planning, Code Enforcement and Building Services needs the additional resources.

Law Enforcement Services

The budget also represents a proposed increase in public safety services of \$50,000 above the normal cost of living increase, added annually. Although the \$50,000 only represents 1/6th of the overall amount suggested by the Sheriff's Department. Staff will continue to monitor the budget and report to the Council in the 1st quarter and midyear budget reports. If any savings or revenue increases occur, staff will return to council with options to use the savings for additional public safety support. The Sheriff's Department continues to work with staff to find ways to maximize our existing resources.

Council has also expressed a desire to look at other methods to reduce crime, including other Sheriff resources (Community Service Specialist), increased participation in Neighborhood Watch, and Alternative Funding Sources.

Execution of Services

While City staff has spent a number of years planning for projects, there are several projects staff will need to execute in 2017/18:

- The City will complete the first phase of its pavement management program (slurry sealing approximately 83 streets at a cost of approximately \$700,000) in the start of the new fiscal year. An additional \$1,000,000 is added to this fiscal year to start phase II of the program to repair and rehabilitate streets.
- The long anticipated Dog Park is scheduled for construction (approximate cost of \$240,000) in the first part of the fiscal year, as are several other recreation projects, paid for with Development Impact Fees.
- The Lewis Project will submit its Specific Plan in August, 2017 and its EIR (Environmental Impact Report) in May, 2017, for the 54 acres of land it purchased from the City. Staff will need to process both plans in a timely manner, the Specific Plan Represents development of approximately \$200,000,000 at build out.
- Staff will also need to execute and deliver over \$260,000 in equipment replacement, ranging from Upgrades to the Council Chamber (Cameras for Channel 3 Broadcasting), Vehicles for

Maintenance, Website Upgrades and Electronic Records Management Systems.

It has been nine years since classified employees were scheduled for a standard 40 hour work week, the additional man hours will allow City staff to better execute services. The standard work week will yield more office hours for businesses and residents to contact City Hall. Staff will work to utilize technology to increase efficiency and customer service.

Child Care Program

Child Care Services are not included in this year's budget and are recommended to end as a City financially supported program. The Child Care Fund cannot support itself without significant contributions from the General Fund; this is due to the CalPERS retirement system. When CalPERS investments don't reach projected targets, they look to cities to fill in retirement gaps. Child Care's additional liability is approximately \$150,000 annually.

The quality of the program is not in question, but the City would need to charge each child an additional \$1,000 annually to meet the unfunded retirement contribution for Child Care Employees. Staff worked with several nonprofits and negotiated a lease of the child care facility. The Lessee agreed to offer all Child Care Employees a job at their current pay range. The lease will provide a minimum of \$120,000 in annual revenue to the City. The Lessee also has the ability to purchase the building and all its assets for \$1,000,000, which will be used to reimburse the General Fund for retirement liability payments made on behalf of the Child Care Fund.

Economic Development Partnerships

The FY2017/18 Fiscal Year Budget also recognizes Council Goal #4 "to develop and implement successful partnerships". Staff will review its past projects for partnerships within the community to review infrastructure, business and community needs as its economic development strategy will change in 2017/18 as it moves from liquidation and planning to implementation. In 2017, the City sold or obligated over 95% of City-owned property to private developers. In addition to City property, San Bernardino County Association of Governments (SANBAG) acquired all the property it needed to start its \$92,300,000 I-215 Barton Road project, which will officially break ground in the Fall of 2017.

Staff will also be returning to the Council with a project list of expenditures funded with \$239,000 in bond proceeds. The City received authorization to use the bond proceeds on programs identified in the City's Redevelopment Plan. The City will also prepare its Last and Final

**Bond Proceeds and
Enhanced
Infrastructure and
Financial Districts**

ROPS (Recognized Obligations Payments) for the Department of Finance. Once the City completes its Last and Final ROPs, the City will have access to an additional \$3,000,000 in bond funds to carry out projects identified in its Redevelopment plan.

Staff is also working on the implementation of an EIFD (Enhanced Infrastructure and Financial District), which will allow the City to use property tax increments (its own and partner with other agencies) to help fund critical infrastructure and development projects.

Staff is also mindful that EIFD and Redevelopment Bond Funds can be used to support several Grants, awards and applications. The City has submitted applications for the Urban Greening Grant, the Habitat Conservation Fund, as well Grants for Highway Safety (\$450,000) and an APT Grant (\$239,000).

**Preparation for a
Celebration**

1978 is the official year the City of Grand Terrace was incorporated and staff recommends the Council establish a City Birthday Committee to plan and organize a year-long celebration. Staff recommends the Council earmark \$10,000 in Community Benefit Fund for the Committee to start preparation and communication efforts with the Community. The City's Community Benefits Fund is successful and provided over \$22,000 for community events in the last two years. The Council has historically approved \$25,000 in Community Benefit Funds annually. \$5,000 of those funds were earmarked for "Light Up Grand Terrace". Staff is recommending Council earmark \$10,000 in FY2017/18 for the City's 40th anniversary, leaving \$10,000 for direct grants to community groups.

Staff will start convening an Events Committee and require groups interested in using a City Facility to host more than 100 people to appear before the committee. The Committee will review the permit application and determine if the layout and security will preserve City property and the safety of participants.

The Events Committee will also determine if the City will need to provide support (setup and breakdown). It is estimated that the City currently spends about \$300 - \$1,000 in labor on existing special events. The Sheriff's Department will also assess the program plan and determine if extra patrol service is needed. At a minimum, the Sheriff will be able to provide information to the watch commander and the officer on duty will be able to incorporate the event into his patrol shift. The Events Committee will allow the City to better understand activities within the community and ensure that they are executed at the level to ensure residents and visitors have a safe experience in Grand Terrace.

The 2017/18 FY budget is a fluid document. We will check-in during the 1st quarter to provide an update to the City Council on the accuracy of our prior year closeout. We will return again during the mid-year to make any adjustments. We are confident that FY 2017/18 will be a great year of implementation and increased communications between staff and residents/business owners. I am confident that we are at the point in our strategic planning that more can be accomplished with the existing dedicated employees, committed to preserving the City's quality of life.

Respectfully Submitted,

A handwritten signature in blue ink, appearing to read "G. Harold Duffey". The signature is stylized with a large initial "G" and a long horizontal stroke.

G. Harold Duffey, City Manager

This page left intentionally blank.





Our History

Grand Terrace's roots go back to Mexican land grants dating from the period between 1830 and 1840. According to the Riverside Press, in 1876 there were nine buildings in the Terrace-Colton area.

The development of Grand Terrace, or East Riverside as the Grand Terrace - Highgrove area was then called, became a reality with the construction of the Gage Canal in 1896. This 22-1/2 mile canal, built at a cost of 2 million dollars, brought water from the Santa Ana River marshlands below The Terrace. With plenty of irrigation water, Grand Terrace rapidly became an agricultural community featuring fine, quality citrus. However, the severe "freeze" of 1913 destroyed many groves. Walnuts, a hardier tree, were planted as replacements along with peaches as a quick-profit crop.

The social activities in the early 1900's centered around the Farm Bureau Extension Service and the Women's Club established in 1908, followed by the P.T.A. in the 1930's. Since there were no local churches, people traveled to surrounding communities for worship and other church activities.

Grand Terrace was originally called "The Terrace" because of its higher ground. Later, the name "Grand" was added referring to the area's lovely view. The area's first settlers were Dr. Benjamin Barton (hence Barton Road) and Dr. W.R. Fox. By the time the Riverside-Highland Water Company was formed in 1898, this community was known as Grand Terrace.



Push to Cityhood

In 1962, the Grand Terrace Chamber of Commerce was organized. From the very beginning the Chamber was interested in preserving the local identity of the area, and therefore, was a strong supporter of cityhood.

The push by residents for cityhood led to hearings by the county's Local Agency Formation Commission (LAFCO), which was charged with deciding whether the town could succeed as a city.

According to Tony Petta, the City's first mayor, several hundred Grand Terrace residents attended the LAFCO hearings and the news they heard wasn't always encouraging. LAFCO members seemed to think the area was too small to support itself as a city.

Then Supervisor Dennis Hansberger during his first term in office said the concerns were that Grand Terrace had no tax base -- meaning little sales tax revenue and an insufficient amount of property taxes -- to pay for city services.



But Hansberger supported the city and helped obtain the \$28,000 needed for a feasibility study.

The residents got the issue on the ballot, and on November 7, 1978, 82 percent of Grand Terrace's voters said yes to incorporation. The city was officially formed on November 30 of that year, when the City Council had its first meeting at Terrace Hills Middle School and became the 16th City in San Bernardino County.

Eighteen residents applied to be city council members and five were elected: Tony Petta, Thomas A. Tillinghast, Hugh J. Grant, Doug Erway and Jack A. Allen. Tony Petta was chosen mayor.

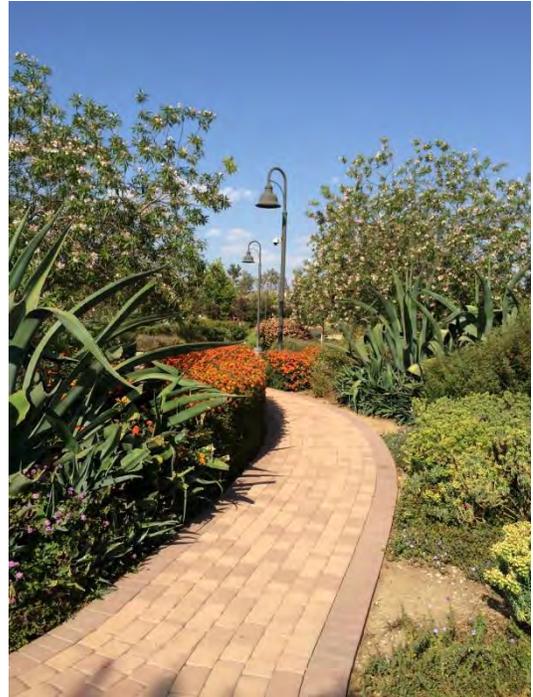


Our Mission

To preserve and protect our community and its exceptional quality of life through thoughtful planning, within the constraints of fiscally responsible government.

Our Vision

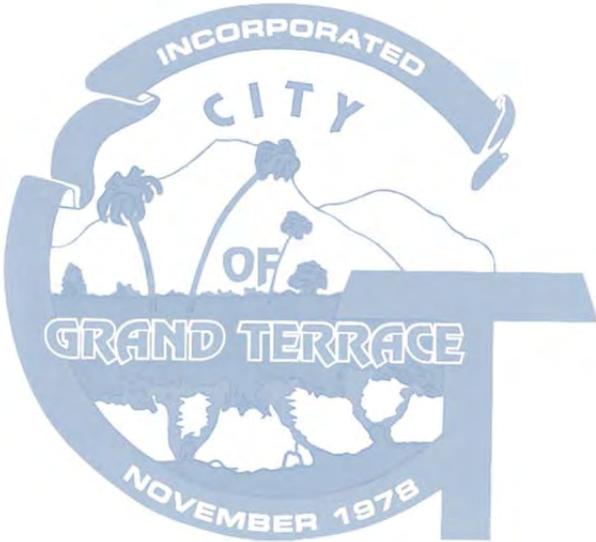
Grand Terrace is an exceptionally safe and well managed City, known for its natural beauty and recreational opportunities; a vibrant and diverse local economy; a place where residents enjoy an outstanding quality of life that fosters pride and an engaged community, encouraging families to come and remain for generations.



Our Core Values

- Open and Inclusive Government
- Honesty and Integrity
- Mutual Respect
- Exceptional Customer Service
- Innovation and Creativity
- Positive and Productive Work Environment

This page left intentionally blank.



City of Grand Terrace Community Profile

The City of Grand Terrace is located in San Bernardino County, is 5 miles south of the City of San Bernardino and is 7 miles northeast of the City of Riverside.

History:

The City of Grand Terrace is a 3.6 sq.-mile community located in San Bernardino County, California with a current population of 12,315. When the town was still part of an unincorporated area in San Bernardino County, Tony Petta, resident and the president of the Grand Terrace Chamber of Commerce, saw a threat to the bedroom community when the City of Colton, a neighboring city, filed papers in 1976 to move Grand Terrace into its sphere of influence (SOI). A sphere of influence is defined as the probable future service boundary of a city or special district, and it represents the area within which the city or district is expected to grow. In this case, Colton was including the community of Grand Terrace as an area where they will grow into and was considering annexation of Grand Terrace.

It was popular sentiment of local residents at that time that Grand Terrace should keep its small-town feel by becoming its own city, rather than being annexed into the City of Colton. Petta, along with numerous volunteers from the community, convinced the county board of supervisors and the Local Agency Formation Committee (LAFCO) that cityhood was best for Grand Terrace.

LAFCO is responsible for the following:

1. Encourage orderly growth.
2. Promote logical and orderly service boundaries for cities and special districts (this includes incorporation and disincorporation of cities and service areas).
3. Discourage premature conversion of prime agricultural lands to urban uses.
4. Promote efficient and effective service delivery for cities and special districts.

Residents agreed overwhelmingly; the vote was 2,022 to 437.

Date of Incorporation: November 30, 1978

Area: 3.6 square miles

County: San Bernardino

Altitude: Average of 1,065 feet

Form of Government: General Law City

Location: Between the cities of Riverside and San Bernardino along the I-215

Grand Terrace is located between the cities of Riverside and San Bernardino.



City of Grand Terrace Statistical Summary

As provided by the Southern California Association of Governments (SCAG) May 2016 report.

2016 STATISTICAL SUMMARY

<i>Category</i>	<i>Grand Terrace</i>	<i>San Bernardino County</i>	<i>Grand Terrace relative to San Bernardino County*</i>	<i>SCAG Region</i>
<i>2016 Total Population</i>	12,315	2,139,570	[0.58%]	18,954,083
<i>2016 Population Density (Persons per Square Mile)</i>	3,517	106	3,411	489
<i>2016 Median Age (Years)</i>	37.3	33.1	4.2	36.0
<i>2016 Hispanic</i>	44.9%	52.5%	-7.6%	46.8%
<i>2016 Non-Hispanic White</i>	40.2%	29.5%	10.7%	31.2%
<i>2016 Non-Hispanic Asian</i>	6.2%	6.7%	-0.5%	12.7%
<i>2016 Non-Hispanic Black</i>	5.5%	8.1%	-2.6%	6.3%
<i>2016 Non-Hispanic American Indian</i>	0.4%	0.4%	0.0%	0.3%
<i>2016 All Other Non-Hispanic</i>	2.8%	2.8%	0.0%	2.7%
<i>2016 Number of Households</i>	4,414	631,012	[0.7%]	6,132,938
<i>2016 Average Household Size</i>	2.8	3.3	-0.5	3.1
<i>2016 Median Household Income</i>	\$60,884	\$54,496	\$6,388	\$61,792
<i>2016 Number of Housing Units</i>	4,683	711,781	[0.66%]	6,629,879
<i>2016 Homeownership Rate</i>	62.4%	54.3%	8.1%	54.3%
<i>2016 Median Existing Home Sales Price</i>	\$310,000	\$283,500	\$26,500	\$466,000
<i>2015 - 2016 Median Home Sales Price Change</i>	6.9%	8.6%	-1.7%	6.6%
<i>2016 Drive Alone to Work</i>	86.2%	81.0%	5.2%	78.8%
<i>2016 Mean Travel Time to Work (minutes)</i>	27.0	32.0	-5.0	31.0
<i>2015 Number of Jobs</i>	2,557	716,793	[0.36%]	7,920,602
<i>2014 - 2015 Total Jobs Change</i>	149	14,541	[1%]	117,499
<i>2015 Average Salary per Job</i>	\$42,687	\$42,582	\$105	\$53,962
<i>2016 K-12 Public School Student Enrollment</i>	5,370	401,745	1%	2,961,726

Sources: U.S. Census Bureau American Community Survey, 2015; Nielsen Co.; California Department of Finance E-5, May 2016; CoreLogic/DataQuick; California Department of Education; and SCAG

* Numbers with [] represent Grand Terrace's share of San Bernardino County. The other numbers represent the difference between Grand Terrace and San Bernardino County.

Mapped jurisdictional boundaries are as of July 1, 2016 and are for visual purposes only. Report data, however, are updated according to their respective sources.

This page left intentionally blank.



City of Grand Terrace How to Read the Budget Document

The budget document is organized into the following sections:

- **INTRODUCTION:** The City Manager's Transmittal Letter provides an overview of the 2017-18 financial plan, a summary of the major operating program changes, and policy issues requiring City Council determination. This section also includes the City's history, mission, vision and core values, and the City's community profile.
- **ORGANIZATIONAL & FINANCIAL STRUCTURE:** This section provides the City's organizational chart, its elected officials, budget guidelines, structures and resolutions adopting the 2017-18 budget.
- **FINANCIAL SUMMARIES:** This section provides financial tables and charts which emphasize significant financial relationships and summarizes the overall budget document.

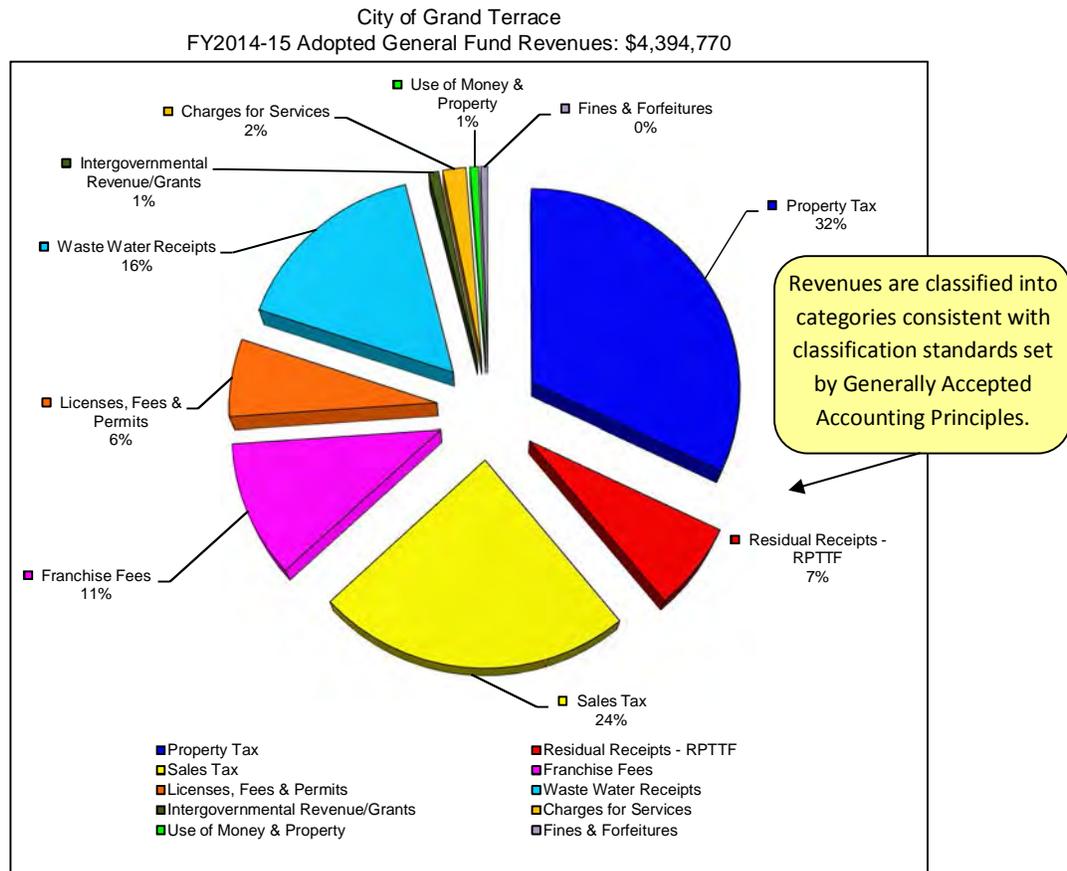
The following illustrations show the financial tables and charts that summarize the City's overall budget.

FUND BALANCE

Fund balance is the difference between assets and liabilities in a governmental fund. It is the accumulation of revenues less expenditures. General Fund fund balance can be used for purposes determined by City Council. For example:

City of Grand Terrace				
Fund Balance				
	2012-13 Fund Balance	2013-14 Projected Revenue	2013-14 Projected Expenditures	2013-14 Fund Balance
General Fund				
10 GENERAL FUND	\$1,493,781	\$4,694,545	\$4,998,807	\$1,189,518
Special Revenue Funds				
11 STREET FUND	1,032,537	86,704	49,207	1,070,034
12 STORM DRAIN FUND	72,455	5,069	-	77,524
13 PARK FUND	233,081	9,244	1,584	240,741
14 SLESF (AB3229 COPS)	(935)	100,026	99,091	-
16 GAS TAX FUND	189,697	444,534	343,813	290,418
17 TRAFFIC SAFETY FUND	15,158	26,235	4,890	36,503
19 FACILITIES FUND	212,234	3,642	-	215,876
20 MEASURE "I" FUND	419,616	182,935	329,102	273,449
22 CDBG	7,938	16,676	-	24,614

REVENUE . CATEGORIES



Property Tax	1,414,000	32%
Residual Receipts - RPTTF	306,370	7%
Sales Tax	1,047,000	24%
Franchise Fees	480,000	11%
Licenses, Fees & Permits	276,200	6%
Waste Water Receipts	700,000	16%
Intergovernmental Revenue/Grants	35,000	1%
Charges for Services	81,200	2%
Use of Money & Property	30,000	1%
Fines & Forfeitures	25,000	0%
	<u>4,394,770</u>	

Two years of historical data, prior year-end projection and adopted amounts.

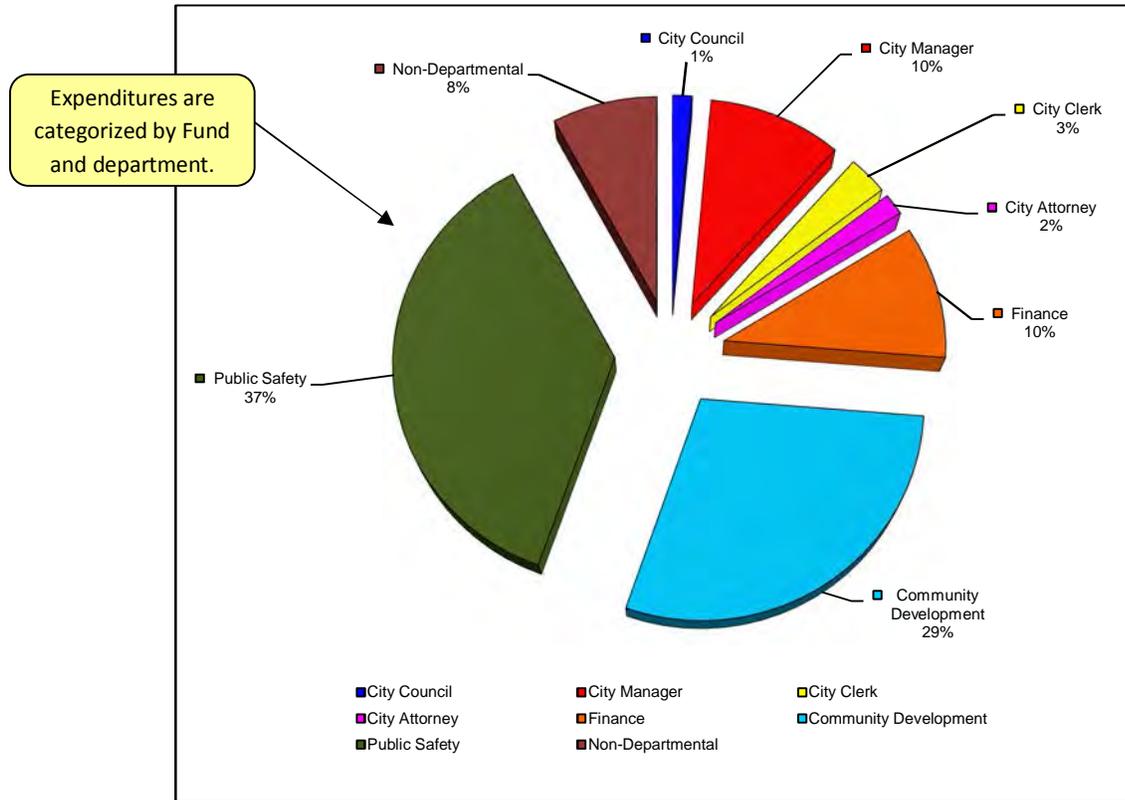
REVENUE . DATA

City of Grand Terrace
FY 2014-15 Adopted Revenue Detail by Fund

Fund	Fund Title	2011-12 Actuals	2012-13 Actuals	2013-14 Projected	2014-15 Adopted
10	GENERAL FUND				
	Property Tax	\$ 1,382,935	\$ 1,396,514	\$ 1,374,122	\$ 1,414,000
	Residual Receipts - RPTTF	-	902,440	827,304	306,370
	Sales Tax	963,439	971,549	979,235	1,047,000
	Franchise Fees	478,011	478,268	480,000	480,000
	Licenses, Fees & Permits	302,797	255,990	218,285	276,200

EXPENDITURE . BY DEPARTMENT

City of Grand Terrace
FY2014-15 Adopted General Fund Expenditures by Department: \$4,425,867



City Council	64,750	1%
City Manager	446,006	10%
City Clerk	132,492	3%
City Attorney	73,000	2%
Finance	446,070	10%
Community Development	1,287,549	29%
Public Safety	1,626,200	37%
Non-Departmental	349,800	
	<u>4,425,867</u>	

Four years of expenditure data by Fund. All costs for salaries and benefits, as well as related costs of services, supplies and equipment are included.

EXPENDITURE . DATA

City of Grand Terrace
FY 2014-15 Adopted Expenditure Detail by Fund

Fund	Fund Title	2011-12 Actuals	2012-13 Actuals	2013-14 Projected	2014-15 Adopted
10	GENERAL FUND				
	Salaries	\$ 791,344	\$ 659,164	\$ 667,171	\$ 730,230
	Benefits	422,011	394,494	359,730	388,380
	Professional/Contractual Services	2,260,392	2,317,798	2,597,161	2,829,657
	Materials & Supplies	311,513	246,897	277,707	307,900

- PROGRAM SUMMARIES: This section presents the adopted budget for each program categorized by department:
 - GENERAL FUND: This section presents the adopted budget for functions and programs funded by general fund revenues which include property and taxes, licenses, permits and other miscellaneous revenues and is categorized by department:
 - ❖ City Council
 - ❖ City Manager
 - ❖ City Clerk
 - ❖ City Attorney
 - ❖ Finance
 - ❖ Planning & Development Services
 - ❖ Public Works
 - ❖ Law Enforcement
 - ❖ General Government (Non-Departmental)
 - SPECIAL REVENUE FUNDS: This section presents the adopted budget for programs and assessment districts funded through special revenues.
 - ENTERPRISE FUND: This section presents the adopted budget for the City's wastewater disposal operations.
 - CAPITAL PROJECT FUNDS: This section presents the City's construction and capital projects financed by various funding sources.
 - SUCCESSOR AGENCY: The Successor Agency to the Community Redevelopment Agency (CRA) of the City of Grand Terrace presents the adopted budget of the dissolution and wind-down activities of the city's former redevelopment agency.

The illustration on the following page explains each section of the program summary page for special revenue funds, capital projects funds, enterprise funds, and the Successor Agency.

City of Grand Terrace
FY 2014-15 Adopted Program Detail

Fund: CHILD CARE FUND Fund No.: 09
 Dept: Child Care
 Program: **Child Care Services** Program No.: 440

Indicates Fund No.,
Dept. No. and Program.

Program Desc: The Child Care Services program of the City is a fully licensed child care program operated by experienced child care educators. The program provides a structured environment for physical, intellectual, and social development of the child.

Provides a narrative of fundamental programs and services.

- Program Services:
- 1 Before and After School child care programs for children attending Kindergarten through 6th grades;
 - 2 Off Track Programs provided for elementary school children in the area when schools are not in session;
 - 3 Winter Day Camp is offered for 2 weeks during the holiday season;
 - 4 Year- round all day child care program are provided for newborn to 5 year-old children;
 - 5 Tiny tot Program operates for three hours daily at the Community Center/Lion's Club.

Provides a list of specific activities of the program.

Position Summary (before direct labor and overhead cost allocation distribution)

Position	2011-12 Actuals	2012-13 Actuals	2013-14 Projected	2014-15 Adopted	Increase (Decrease) over(under)
1 Child Care Director	1.0	1.0	1.0	1.0	0.00%
2 Assistant Child Care Director	2.0	2.0	2.0	2.0	0.00%
3 Lead Teacher	2.0	2.0	2.0	2.0	0.00%
4 Teacher	15.0	15.0	15.0	15.0	0.00%
5 Teaching Assistant	3.0	3.0	3.0	3.0	0.00%
6 Substitute Teacher (P/T)	2.0	2.0	2.0	2.0	0.00%
Total	25.0	25.0	25.0	25.0	0.00%

Provides a list of position staffing levels by job classification.

Expenditure Summary

Expenditure Category	2011-12 Actuals	2012-13 Actuals	2013-14 Projected	2014-15 Adopted	Increase (Decrease) over(under)
1 Salaries	\$ 510,019	\$ 536,725	\$ 560,000	\$ 575,460	2.76%
2 Benefits	217,501	250,597	262,026	263,250	0.47%
3 Materials & Supplies	60,506	60,124	58,738	60,800	3.51%
4 Professional/Contractual Services	27,421	19,503	24,115	24,200	0.35%
5 Utilities	14,768	16,278	17,097	17,100	0.02%
6 Lease of Facility/Equipment	3,200	3,200	8,000	8,000	0.00%
7 Equipment	1,531	383	350	400	14.29%
8 Capital Projects	34,457	-	15,200	11,400	-25.00%
9 Overhead Cost Allocation	213,252	196,884	198,800	198,800	0.00%
10 Debt Service	-	-	-	-	
11 Transfers Out	-	-	-	-	
Total					

Four years of expenditure data by program. All costs for salaries and benefits, as well as related cost of services, supplies and equipment are included.

- **DEBT SERVICE:** The Debt Service section summarizes the City debt obligations and outlines the repayment periods.
- **APPENDICES:** This section contains supplementary information that has corresponding significance to information provided within this budget document and provides

descriptions of funds, other governmental agencies and glossaries of terms and acronyms.

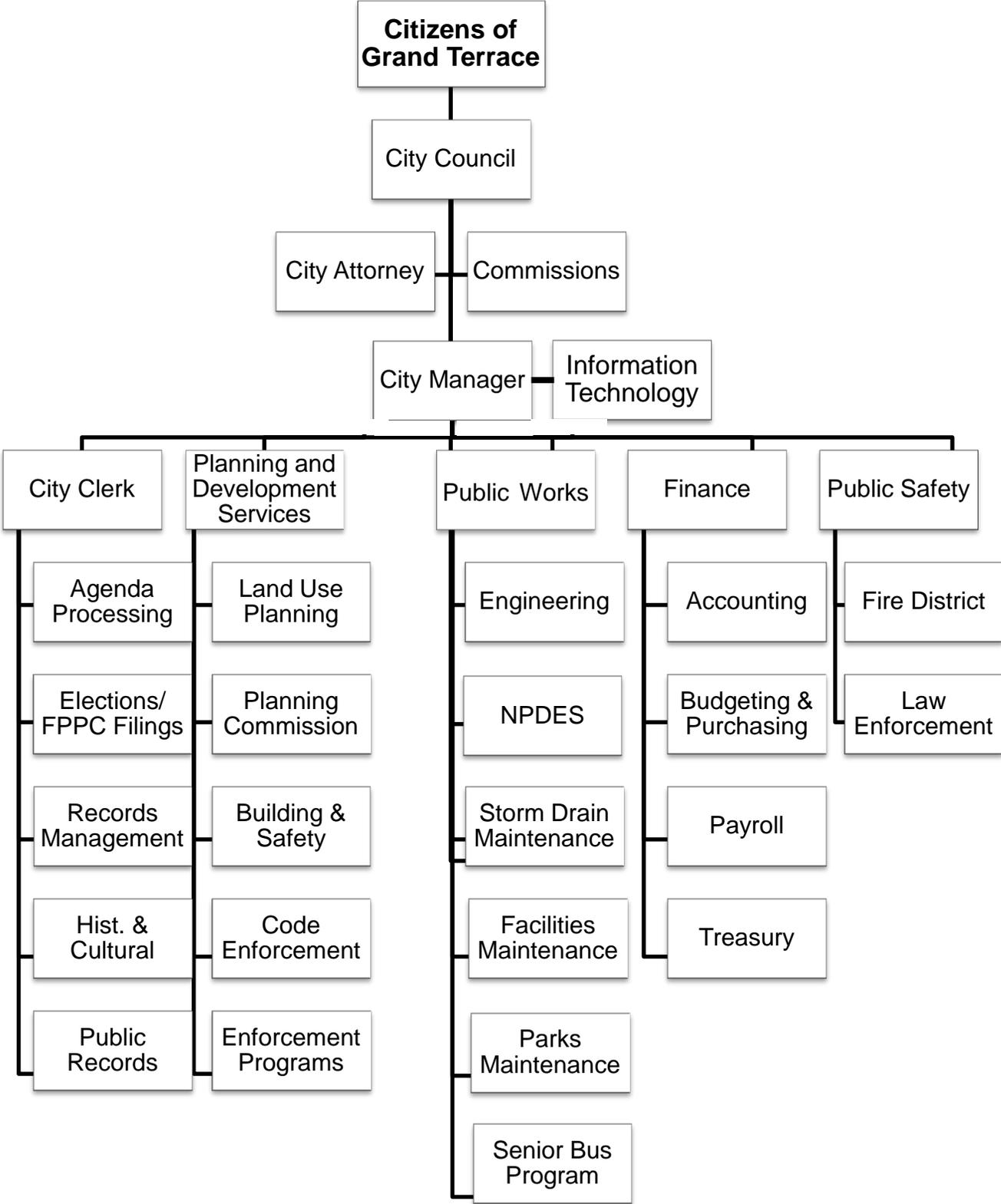
Organizational & Financial Structure





Grand Terrace Child Care Center

City of Grand Terrace Organization Chart



This page left intentionally blank.





City Council

Darcy McNaboe, Mayor

- Elected Council Member 2010
- Directly Elected as Mayor 2014
- Current Term: November 2014 - November 2018

Sylvia Robles, Mayor Pro-Tem

- Elected Council Member 2012
- Current Term: November 2016 - November 2020

Doug Wilson, Council Member

- Elected Council Member 2014
- Current Term: November 2014 - November 2018

Bill Hussey, Council Member

- Appointed Council Member 2015 to fill Vacancy
- Elected Council Member 2016
- Current Term: January 2016 - November 2020

Brian Reinarz, Council Member

- Elected Council Member 2016
- Current Term: January 2016 - November 2020

This page left intentionally blank.



City of Grand Terrace Budget Process

The budget process for the City of Grand Terrace, generally, begins in January each year with a department head meeting to discuss the following year's budget. The City Manager outlines the goals and directives for the development of the upcoming budget. Budget parameters are provided to the departments based on a preliminary revenue forecast and current economic conditions. The Finance Department creates the budget process calendar, and prepares the budget development guidelines and budget worksheets for each department to use in preparing the new budget. The guidelines outline the policies and procedures to be used in preparing the departmental budget submittals.

In February and March, after the departments have submitted their detailed budget requests into the worksheets, the Finance Department reviews, analyzes, compiles the data, and calculates the total expense budget requested by the various City departments. Finance prepares the revenue estimates for most of the general fund revenues and reviews all other revenue estimates for other City funds that are provided by various City departments.

In April, the Finance Department prepares the proposed budget document, reflecting the City Manager's proposal. The City Manager, then, submits the proposed budget to City Council, as required by the City of Grand Terrace Municipal Code and a public hearing is held. In May through June, the Council conducts several budget meetings to discuss the proposals and make revisions as warranted. The Council adopts the budget prior to the beginning of the fiscal year.

After the budget is adopted, the Finance Department integrates the budgetary data into the City's financial system at the beginning of the fiscal year. During the fiscal year, budgetary controls are maintained to ensure compliance with the budget as approved by the City Council. The level of budgetary control (that is, the level at which expenditures cannot legally exceed the appropriated amount) is at the program level.

Monthly Financial Reports and Mid-Year Budget Reviews are presented to the City Council to review budget-to-actual results for both revenues and expenditures. The Mid-Year Budget Review also includes a fiscal year-end projection such that adjustments in staffing and other budgetary resources may be made per Council's direction. Appropriation adjustments requested by departments are also considered during the Mid-Year Budget Review.

Budget Amendments: Supplemental appropriations requested during the fiscal year, when necessitating the use of reserves/fund balance, require approval by the City Council. Supplemental appropriations requested during the fiscal year with offsetting revenues and budget adjustments between funds and departments are approved by the City Manager throughout the fiscal year.

Basis of Budgeting: The City uses the modified accrual basis in budgeting governmental funds. As such, obligations of the City are budgeted as expenditures and revenues are recognized when they are both measurable and available to fund current expenditures.

Enterprise Fund: The City has an enterprise fund for its wastewater disposal operations. The City has entered into three (3) agreements with the City of Colton as follows:

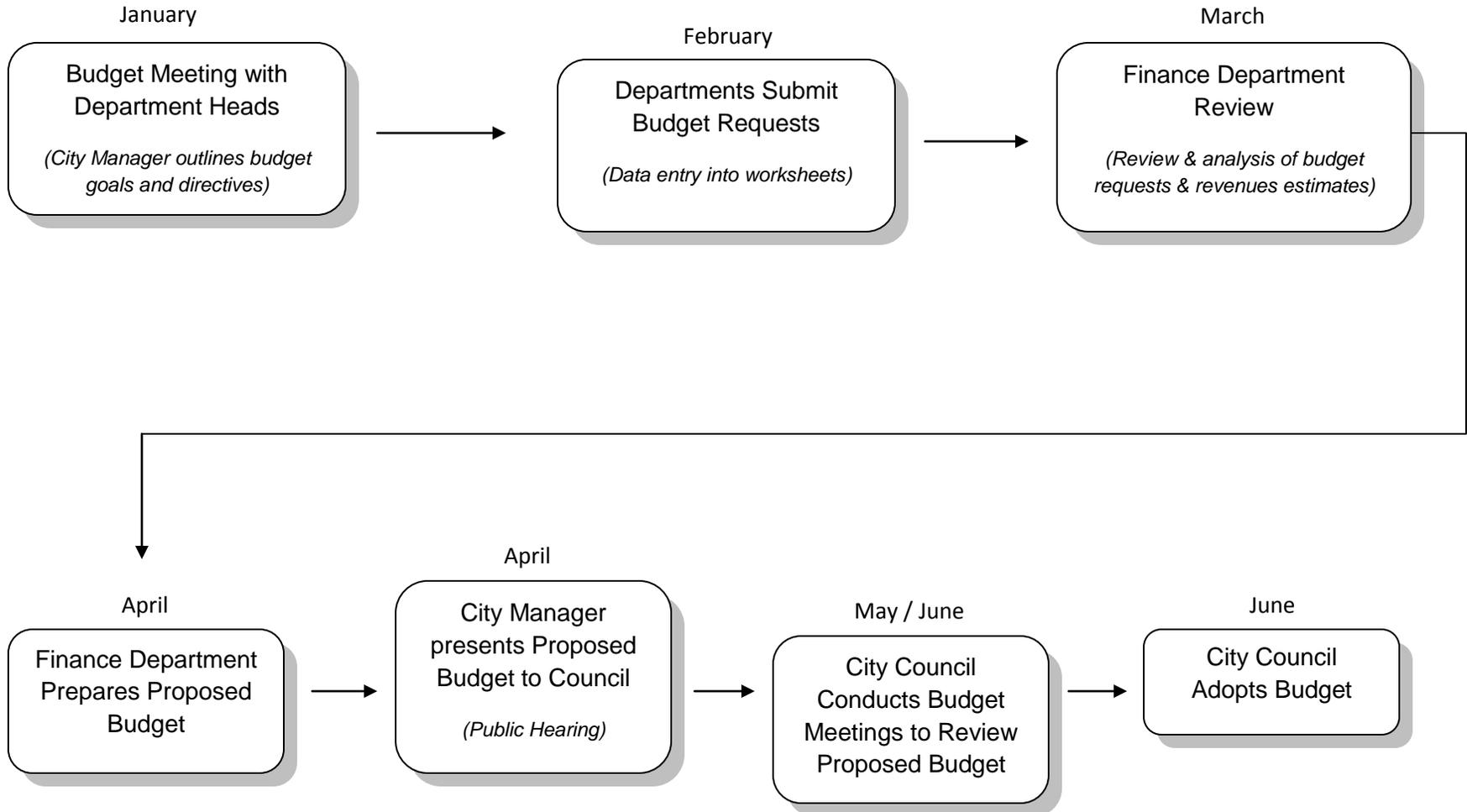
- a) a Wastewater Lease Agreement wherein the Colton Utility Authority shall collect revenues, operate, maintain, manage and monitor the City's Wastewater Enterprise;
- b) a Sewer Services Agreement wherein the Colton Utility Authority shall convey, treat, dispose of or reuse all wastewater received from the Grand Terrace Wastewater System; and
- c) a Settlement and Release Agreement that settled all pending waste water litigation between Grand Terrace and the City of Colton.

Overhead Cost Allocation: The City also utilizes an overhead cost allocation model for its general government costs.

The budgets for the enterprise and overhead cost allocation amounts are prepared on a full accrual basis, with expenses recognized when incurred and revenues recognized when due the City.

Budgetary Data: Annual budgets are legally adopted for all funds on a basis consistent with generally accepted accounting principles.

City of Grand Terrace Budget Process Flow Chart



**City of Grand Terrace
Budget Development Guidelines
FY 2017-18 Budget**

Budget Development Guidelines

- Personnel budgets have been developed by Finance and are based on approved compensation levels, as follows:
 - Approval of the 40-hour work week and corresponding five-day week schedule reduction;
 - Approval of one-time merit increases to qualified positions; and
 - No cost-of-living adjustment (COLA).

- Any revision or adjustment of the above compensation items will be by policy direction of the City Council.

- Payroll allocations for employees charging time to the Successor Agency have been adjusted in some cases, compared to FY 2016-17, based on the \$250,000 state-mandated limit on Successor Agency administrative allowance.

- A general inflation factor of 2% was applied to the base year budget for FY 2016-17 in operation and maintenance accounts. If multi-year contracts are in place that provide for inflationary adjustments greater or less than 2%, departments should enter the adjustment in the “Department Adjustment” column.

- A general inflation factor of 2% annually has also been applied to the additional 4-year projection amounts. If a department believes that this amount should be greater or less than 2%, the amount can be adjusted in the department recommended amounts.

- Following review by the City Manager & Finance Department, the City Manager will submit a Preliminary Base Budget.

- Any proposed additions to the Preliminary Base Budget should be submitted for consideration as a New Budget Request, along with comprehensive justification and service level impact.

**City of Grand Terrace
Budget Preparation Instructions
FY 2017-18 Budget**

Budget Preparation Instructions

- Budgets should be keyed into the Department Excel Worksheets provided by Finance.

- An additional worksheet will be provided requesting detailed vendor, description of goods and/or services and amounts of certain account line items to provide justification for the line item amount.

- All line items should be rounded to the nearest \$100.

- The “2017-18 Base Budget Column” column has been populated. If the department feels the need to adjust the base amount, all adjustments should be entered in the “Department. Adjustment” column and sufficient justification be provided for any increases.

- Salaries & benefits data has been entered by Finance and will be flat for the 2017-18 base year.

- With the exception of employees hired under an Employment Agreement, salaries for vacant positions that are still funded have been budgeted at the “B” step of the applicable salary range; benefits for such vacant positions have been reduced in accordance with the new tier benefit structure.

- Salaries-TEMPORARY (Object 6120) & Salaries-OVERTIME (Object 6122) are the responsibility of each department. Please make sure your department reviews these amounts.

- Capital Assets (assets with an initial cost of \$5,000 or greater and an estimated useful life of at least two years) must meet replacement guidelines. However, departments should try to extend the useful life and keep the asset in service longer if possible. Consult with Finance before budgeting for replacement of a capital asset. (Note: Replacement assets are budgeted net of accumulated depreciation.)

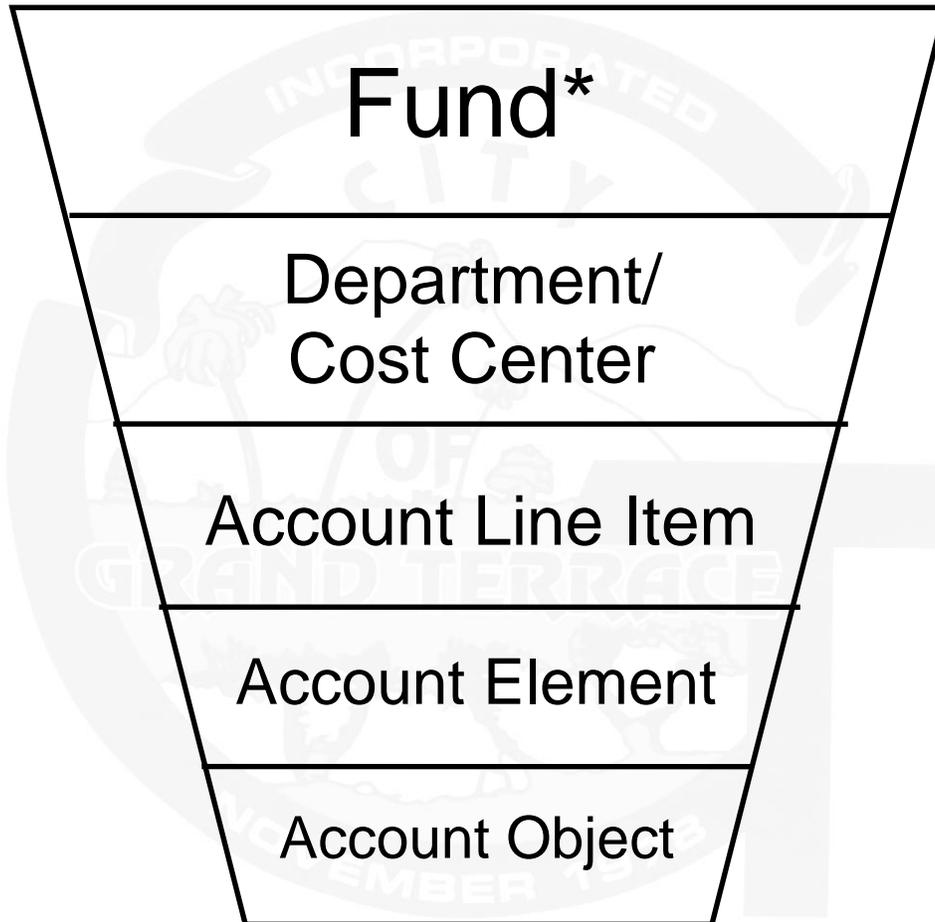
This page left intentionally blank.



**City of Grand Terrace
Budget Calendar – Fiscal Year 2017-18**

Event	Date
Department Head Budget Meeting	April 18, 2017
Departments submit Budget Requests	April 25, 2017
Finance Department Review of Budget Requests	May 2, 2017
2030 Vision Workshop	May 13, 2017
Budget in the Park (Budget Community Budget Workshop #2) – GT Fitness Park	Wed. May 17, 2017
Community Stakeholder's Meeting	Thurs. May 18, 2017
Approval of FY2016-17 Fiscal Policies and Appropriation Limits – Request for SPECIAL CITY COUNCIL MEETING	May 30, 2017
Finance Department Prepares Proposed Budget	May 30, 2017
City Manager Presents Proposed Budget to Council - Public Hearing – Request for SPECIAL CITY COUNCIL MEETING	May 30, 2017
Budget Deliberations – REGULAR CITY COUNCIL MEETING	Tues. June 13, 2017
Continued Budget Deliberations, if needed (Special City Council Meeting)	Tues. June 20, 2017
Budget Adoption – REGULAR CITY COUNCIL MEETING	Tues. June 27, 2017

**City of Grand Terrace
Financial Structure**



*City Council adopts the
Proposed Budget at the FUND Level.

Financial Summaries





Grand Terrace City Hall

CITY-WIDE FUND BALANCE



City of Grand Terrace
FY2017-18 Proposed Revenue, Expense & Fund Balance

<u>Fund</u>	<u>Fund Title</u>	<u>Fund Balance, June 30, 2016</u>	<u>Estimated Revenues FY2016-17</u>	<u>Year-End Projections FY2016-17</u>	<u>Estimated Fund Balance, June 30, 2017</u>
10	<u>GENERAL FUND</u>	1,638,526	5,001,265	5,825,196	814,595
	<u>DEVELOPMENT IMPACT FEES (DIF)</u>				
11	STREET FUND	1,332,840	101,621	-	1,434,461
12	STORM DRAIN FUND	102,433	37,224	-	139,657
13	PARK FUND	270,049	110,175	87,098	293,126
19	FACILITIES FUND	249,118	34,048	3,000	280,166
	<u>SPECIAL REVENUE FUNDS</u>				
14	SLESF (AB3229 COPS)	20,376	129,560	100,876	49,060
15	AIR QUALITY IMPROVEMENT FUND	63,405	8,645	4,091	67,959
16	GAS TAX FUND	289,759	384,228	673,607	380
17	TRAFFIC SAFETY FUND	39,535	6,232	32,932	12,835
20	MEASURE "I" FUND	760,519	183,812	75,914	868,417
25	SPRING MOUNTAIN RANCH	195,127	947	-	196,074
26	LNDSCP & LGTG ASSESSMENT DIST	2,568	13,643	15,814	397
62	LIGHT UP GRAND TERRACE	-	10,104	6,400	3,704
63	GT ILLEGAL FIREWORKS ENFORCEMENT	-	547	106	441
64	PUBLIC SAFETY FUND	161,188	778	111,154	50,812
67	PUBLIC, EDUCATIONAL & GOVT ACCESS	3,943	12,434	-	16,377
76	EIFD - ENHANCED INFRASRT FIN DIST	-	36,000	6,811	29,189
	<u>ENTERPRISE FUND</u>				
21	WASTE WATER DISPOSAL FUND	1,420,913	5,860	-	1,426,773
	<u>GRANT FUNDS</u>				
22	CDBG - COMM DEV BLOCK GRANT	7,952	31,579	39,531	-
61	COMMUNITY BENEFITS FUND	-	20,534	10,889	9,645
65	SENIOR BUS PROGRAM FUND	2,148	41,834	35,247	8,735
66	CAL RECYCLE GRANT	5,008	24	5,000	32
73	ACTIVE TRANSPORTATION PRGRM FUND	-	-	-	-
74	HIGHWAY SAFETY IMPROV PROGRAM	-	-	-	-
75	EMPG - EMER MGMT PREP GRANT	-	11,632	11,632	-
	<u>SUCCESSOR AGENCY</u>				
31	S/A RDA OBLIGATION RETIREMENT FUND	1,287,272	2,238,014	2,209,678	1,315,608
32	S/A CAPITAL PROJECTS FUND	1,036	252,090	253,126	-
33	S/A DEBT SERVICE FUND	119,078	1,977,988	1,980,098	116,968
36	2011 TABS A & B BOND PROCEEDS	19,721,768	34,601	-	19,756,369
37	S/A CRA PROJECTS TRUST	-	-	-	-
	<u>CAPITAL PROJECT FUNDS</u>				
46	CAPITAL IMPROVEMENTS - STREETS	18,438	89	-	18,527
47	CAP.PRJ. BARTON/COLTON BRIDGE	2,337	-	-	2,337
48	CAPITAL PROJECTS FUND	-	3,670	3,670	-
49	CAPITAL PROJECTS FUND- PARKS	-	80,140	42,629	37,511
50	CAPITAL PROJECT BOND PROCEEDS	-	-	-	-
52	<u>HOUSING AUTHORITY</u>	18,884	183	6,409	12,658
70	<u>EQUIPMENT REPLACEMENT RESERVE FUND</u>	389,697	292	24,848	365,141
		<u>28,123,917</u>	<u>10,769,793</u>	<u>11,565,756</u>	<u>27,327,954</u>

City of Grand Terrace
FY2017-18 Proposed Revenue, Expense & Fund Balance

<u>Estimated</u> <u>Revenues,</u> <u>FY2017-18</u>	<u>Proposed</u> <u>Expenditures,</u> <u>FY2017-18</u>	<u>Proposed Fixed</u> <u>Asset</u> <u>Replacements</u>	<u>Projected Fund</u> <u>Balance,</u> <u>June 30, 2018</u>	<u>Fund</u>	<u>Fund Title</u>
5,080,670	5,060,104	-	835,161	10	GENERAL FUND
91,900	1,000,000	-	526,361	11	STREET FUND
15,900	-	-	155,557	12	STORM DRAIN FUND
52,000	310,000	-	35,126	13	PARK FUND
15,150	50,000	-	245,316	19	FACILITIES FUND
100,100	100,100	-	49,060	14	SLESF (AB3229 COPS)
14,100	10,500	-	71,559	15	AIR QUALITY IMPROVEMENT FUND
449,373	447,401	-	2,352	16	GAS TAX FUND
10,175	20,000	-	3,010	17	TRAFFIC SAFETY FUND
193,500	333,000	-	728,917	20	MEASURE "I" FUND
1,000	-	-	197,074	25	SPRING MOUNTAIN RANCH
12,850	12,850	-	397	26	LNDSCP & LGTG ASSESSMENT DIST
8,000	8,000	-	3,704	62	LIGHT UP GRAND TERRACE
500	500	-	441	63	GT ILLEGAL FIREWORKS ENFORCEMENT
-	50,000	-	812	64	PUBLIC SAFETY FUND
22,800	-	-	39,177	67	PUBLIC, EDUCATIONAL & GOVT ACCESS
-	28,000	-	1,189	76	EIFD - ENHANCED INFRASTR FIN DIST
8,000	5,000	-	1,429,773	21	WASTE WATER DISPOSAL FUND
46,537	46,537	-	(0)	22	CDBG - COMM DEV BLOCK GRANT
25,000	25,000	-	9,645	61	COMMUNITY BENEFITS FUND
60,178	34,984	-	33,929	65	SENIOR BUS PROGRAM FUND
-	-	-	32	66	CAL RECYCLE GRANT
280,000	280,000	-	-	73	ACTIVE TRANSPORTATION PRGRM FUND
420,000	420,000	-	-	74	HIGHWAY SAFETY IMPROV PROGRAM
-	-	-	-	75	EMPG - EMER MGMT PREP GRANT
2,216,478	2,284,067	-	1,248,019	31	S/A RDA OBLIGATION RETIREMENT FUND
257,707	257,699	-	8	32	S/A CAPITAL PROJECTS FUND
2,026,360	2,026,360	-	116,968	33	S/A DEBT SERVICE FUND
35,000	289,015	-	19,502,354	36	2011 TABS A & B BOND PROCEEDS
-	-	-	-	37	S/A CRA PROJECTS TRUST
1,000,000	1,000,000	-	18,527	46	CAPITAL IMPROVEMENTS - STREETS
-	-	-	2,337	47	CAP.PRJ. BARTON/COLTON BRIDGE
-	-	-	-	48	CAPITAL PROJECTS FUND
360,000	360,000	-	37,511	49	CAPITAL PROJECTS FUND- PARKS
239,015	239,015	-	-	50	CAPITAL PROJECT BOND PROCEEDS
50,000	8,200	-	54,458	52	HOUSING AUTHORITY
-	-	260,000	105,141	70	EQUIPMENT REPLACEMENT RESERVE FUND
<u>13,092,293</u>	<u>14,706,333</u>	<u>260,000</u>	<u>25,453,914</u>		

This page left intentionally blank.



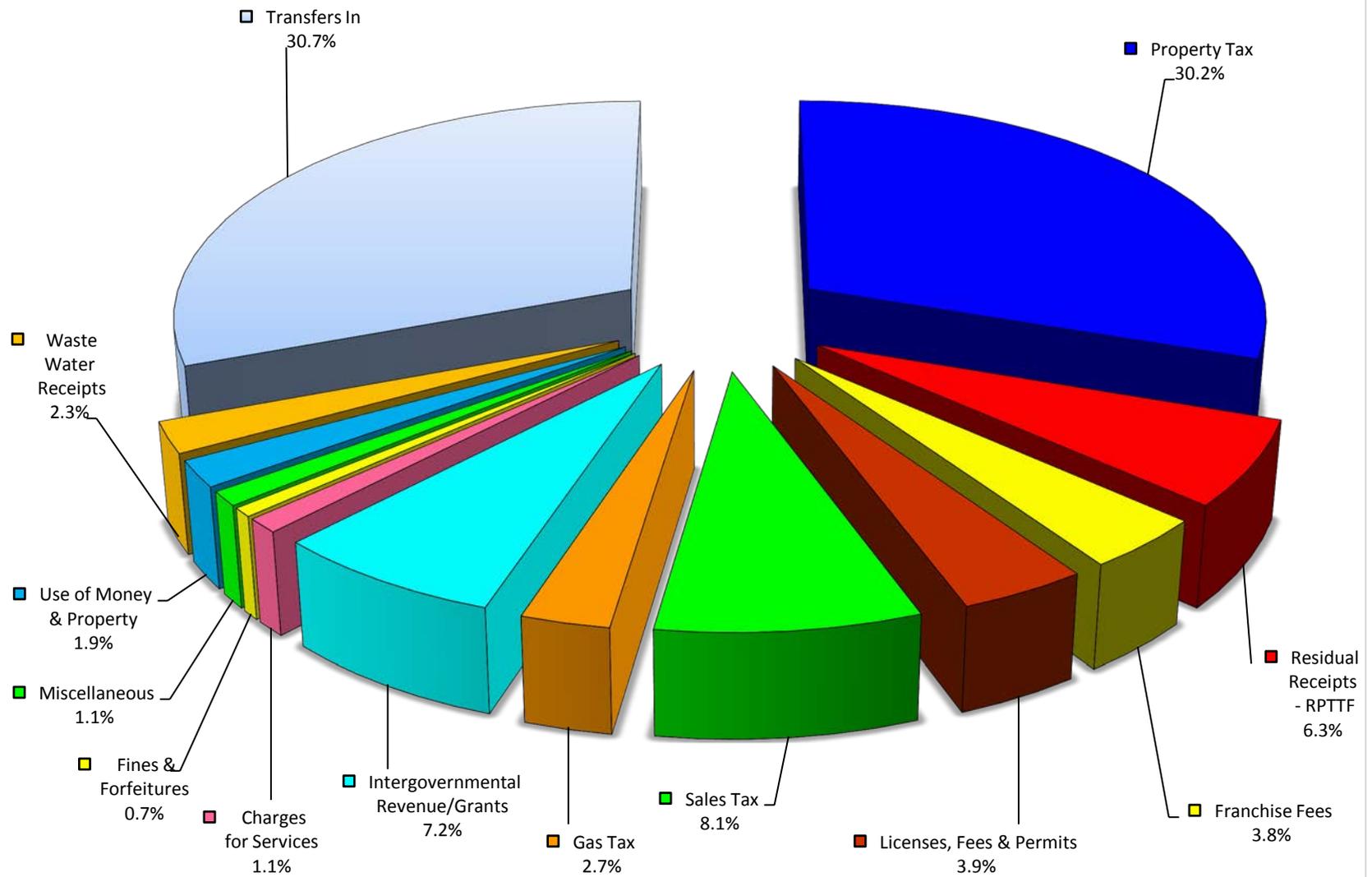
CITY-WIDE REVENUE APPROPRIATIONS



City of Grand Terrace
FY 2017-18 Proposed Revenue Summary by Fund

Fund	Fund Title	<u>2014-15</u> Actuals	<u>2015-16</u> Actuals	<u>2016-17</u> Projected	<u>2017-18</u> Proposed	Increase (Decrease) over(under) 2016-17
10	<u>GENERAL FUND</u>	\$4,882,913	\$4,422,583	\$5,001,265	\$5,080,670	1.59%
	<u>DEVELOPMENT IMPACT FEES (DIF)</u>					
11	STREET FUND	227,727	35,081	101,621	91,900	-9.57%
12	STORM DRAIN FUND	13,408	11,503	37,224	15,900	-57.29%
13	PARK FUND	62,653	36,813	110,175	52,000	-52.80%
19	FACILITIES FUND	23,752	9,490	34,048	15,150	-55.50%
	<u>SPECIAL REVENUE FUNDS</u>					
14	SLESF (AB3229 COPS)	106,251	114,666	129,560	100,100	-22.74%
15	AIR QUALITY IMPROVEMENT FUND	15,265	14,579	8,645	14,100	63.10%
16	GAS TAX FUND	415,509	364,114	384,228	449,373	16.95%
17	TRAFFIC SAFETY FUND	18,125	16,317	6,232	10,175	63.27%
20	MEASURE "I" FUND	195,660	199,714	183,812	193,500	5.27%
25	SPRING MOUNTAIN RANCH	194,739	389	947	1,000	5.60%
26	LNDSCP & LGTG ASSESSMENT DIST	12,250	12,166	13,643	12,850	-5.81%
62	LIGHT UP GRAND TERRACE	-	-	10,104	8,000	-20.82%
63	GT ILLEGAL FIREWORKS ENFORCEMENT	-	-	547	500	-8.59%
64	PUBLIC SAFETY FUND	-	290,370	778	-	
67	PUBLIC, EDUCATIONAL & GOVT ACCESS	-	3,943	12,434	22,800	83.37%
76	EIFD - ENHANCED INFRAST FIN DIST	-	-	36,000	-	
	<u>ENTERPRISE FUND</u>					
21	WASTE WATER DISPOSAL FUND	17,849	2,905	5,860	8,000	36.52%
	<u>GRANT FUNDS</u>					
22	CDBG - COMM DEV BLOCK GRANT	20,109	25,495	31,579	46,537	47.37%
61	COMMUNITY BENEFITS FUND	-	25,029	20,534	25,000	21.75%
65	SENIOR BUS PROGRAM FUND	-	10,496	41,834	60,178	43.85%
66	CAL RECYCLE GRANT	-	5,009	24	-	
73	ACTIVE TRANSPORTATION PRGRM FUND	-	-	-	280,000	
74	HIGHWAY SAFETY IMPROV PROGRAM	-	-	-	420,000	
75	EMPG - EMER MGMT PREP GRANT	-	-	11,632	-	
	<u>SUCCESSOR AGENCY</u>					
31	S/A RDA REVENUE FUND	2,105,689	2,268,592	2,238,014	2,216,478	-0.96%
32	S/A CAPITAL PROJECTS FUND	280,738	258,377	252,090	257,707	2.23%
33	S/A DEBT SERVICE FUND	1,997,295	2,087,657	1,977,988	2,026,360	2.45%
36	2011 TABS A & B BOND PROCEEDS	19,040	75,741	34,601	35,000	1.15%
37	S/A CRA PROJECTS TRUST	734	163,337	-	-	
	<u>CAPITAL PROJECT FUNDS</u>					
46	CAPITAL IMPROVEMENTS - STREETS	20	52	89	1,000,000	
47	CAP.PRJ. BARTON/COLTON BRIDGE	1	5	-	-	
48	CAPITAL PROJECTS FUND	493	501	3,670	-	
49	CAPITAL PROJECTS FUND- PARKS	-	70,160	80,140	360,000	349.21%
50	CAPITAL PROJECT BOND PROCEEDS	348	-	-	239,015	
52	HOUSING AUTHORITY	20,934	8,262	183	50,000	
70	EQUIP REPLACEMENT RESERVE FUND	-	420,733	292	-	
		<u>\$10,631,502</u>	<u>\$10,954,079</u>	<u>\$10,769,793</u>	<u>\$13,092,293</u>	

City of Grand Terrace 2017-18 Citywide Proposed Revenues (\$13,092,293)



Property Tax	\$ 3,958,328	30.2%
Residual Receipts - RPTTF	825,000	6.3%
Franchise Fees	500,800	3.8%
Licenses, Fees & Permits	514,700	3.9%
Sales Tax	1,060,000	8.1%
Gas Tax	358,073	2.7%
Intergovernmental Revenue/Grants	937,115	7.2%
Charges for Services	139,520	1.1%
Fines & Forfeitures	86,200	0.7%
Miscellaneous	138,650	1.1%
Use of Money & Property	255,025	1.9%
Waste Water Receipts	300,000	2.3%
Transfers In	<u>4,018,882</u>	30.7%
TOTAL	<u>\$ 13,092,293</u>	

This page left intentionally blank.



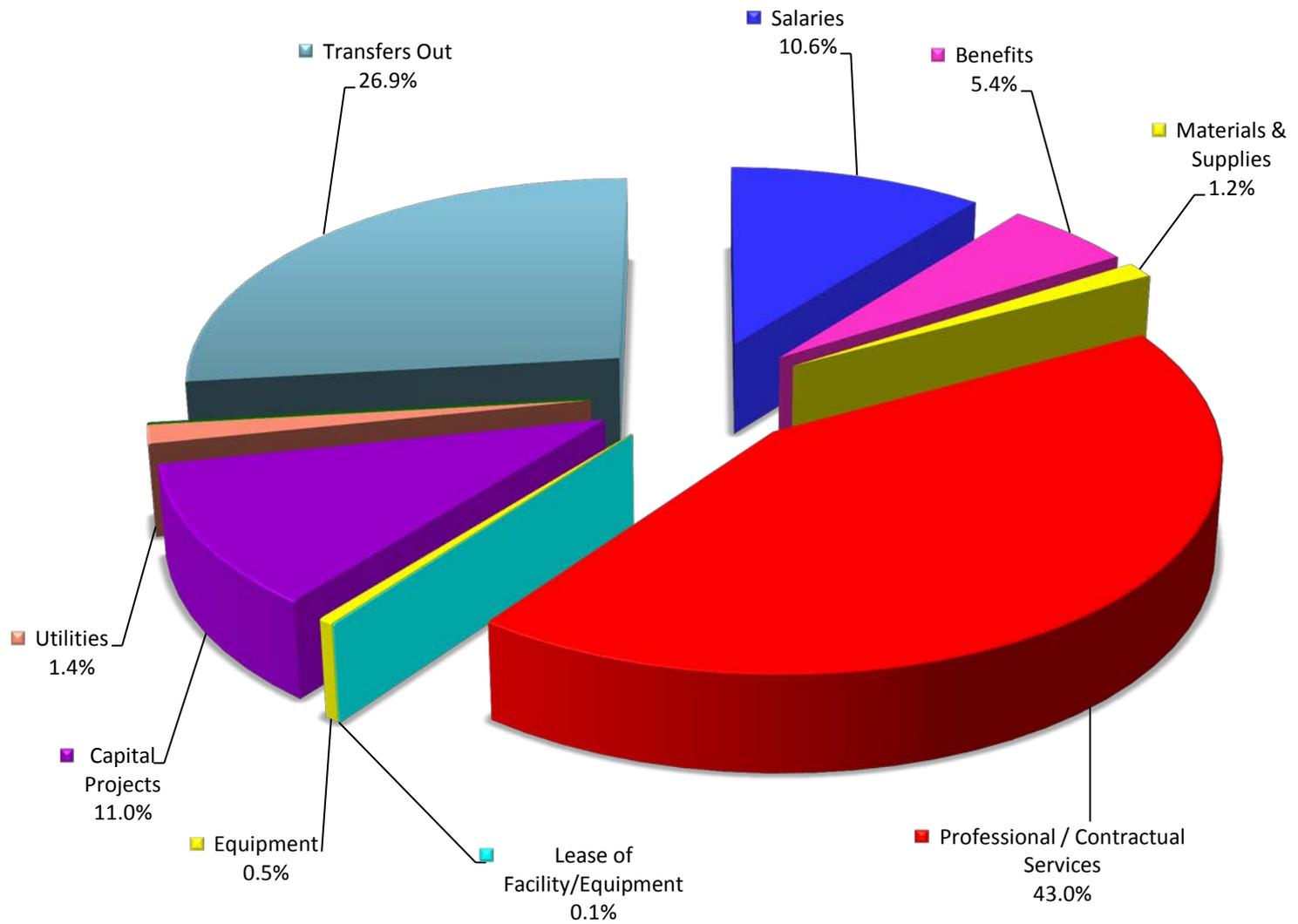
CITY-WIDE EXPENSE APPROPRIATIONS



City of Grand Terrace
FY 2017-18 Proposed Expenditure Summary by Fund

<u>Fund</u>	<u>Fund Title</u>	<u>2014-15</u> <u>Actuals</u>	<u>2015-16</u> <u>Actuals</u>	<u>2016-17</u> <u>Projected</u>	<u>2017-18</u> <u>Proposed</u>	Increase (Decrease) over(under) 2016-17
10	<u>GENERAL FUND</u>	\$4,405,670	\$5,226,378	\$4,785,106	\$5,060,104	5.75%
	<u>DEVELOPMENT IMPACT FEES (DIF)</u>					
11	STREET FUND	-	-	-	1,000,000	
12	STORM DRAIN FUND	-	-	-	-	
13	PARK FUND	-	70,160	87,098	310,000	255.92%
19	FACILITIES FUND	-	-	3,000	50,000	1566.67%
	<u>SPECIAL REVENUE FUNDS</u>					
14	SLESF (AB3229 COPS)	100,496	100,045	100,876	100,100	-0.77%
15	AIR QUALITY IMPROVEMENT FUND	59,708	833	4,091	10,500	156.66%
16	GAS TAX FUND	307,975	511,733	673,607	447,401	-33.58%
17	TRAFFIC SAFETY FUND	55	22,123	32,932	20,000	-39.27%
20	MEASURE "I" FUND	4,550	-	75,914	333,000	338.65%
25	SPRING MOUNTAIN RANCH	-	-	-	-	
26	LNDSCP & LGTG ASSESSMENT DIST	11,014	16,280	15,814	12,850	-18.74%
62	LIGHT UP GRAND TERRACE	-	-	6,400	8,000	25.00%
63	GT ILLEGAL FIREWORKS ENFORCEMENT	-	-	106	500	371.70%
64	PUBLIC SAFETY FUND	-	113,691	111,154	50,000	-55.02%
67	PUBLIC, EDUCATIONAL & GOVT ACCESS	-	-	-	-	
76	EIFD - ENHANCED INFRAST FIN DIST	-	-	6,811	28,000	311.10%
	<u>ENTERPRISE FUND</u>					
21	WASTE WATER DISPOSAL FUND	1,306,013	88,570	-	5,000	
	<u>GRANT FUNDS</u>					
22	CDBG - COMM DEV BLOCK GRANT	20,106	25,495	39,531	46,537	17.72%
61	COMMUNITY BENEFITS FUND	-	12,423	10,889	25,000	129.59%
65	SENIOR BUS PROGRAM FUND	-	8,348	35,247	34,984	-0.75%
66	CAL RECYCLE GRANT	-	-	5,000	-	
73	ACTIVE TRANSPORTATION PRGRM FUND	-	-	-	280,000	
74	HIGHWAY SAFETY IMPROV PROGRAM	-	-	-	420,000	
75	EMPG - EMER MGMT PREP GRANT	-	-	11,632	-	
	<u>SUCCESSOR AGENCY</u>					
31	S/A RDA REVENUE FUND	2,532,169	2,509,414	2,209,678	2,284,067	3.37%
32	S/A CAPITAL PROJECTS FUND	275,157	258,378	253,126	257,699	1.81%
33	S/A DEBT SERVICE FUND	1,188,974	1,189,668	1,980,098	2,026,360	2.34%
36	2011 TABS A & B BOND PROCEEDS	12,926	-	-	289,015	
37	S/A CRA PROJECTS TRUST	1,027,522	186,139	-	-	
	<u>CAPITAL PROJECT FUNDS</u>					
46	CAPITAL IMPROVEMENTS - STREETS	73,978	13,283	-	1,000,000	
47	CAP.PRJ. BARTON/COLTON BRIDGE	-	-	-	-	
48	CAPITAL PROJECTS FUND	1,791	501	3,670	-	
49	CAPITAL PROJECTS FUND- PARKS	-	70,160	42,629	360,000	744.50%
50	CAPITAL PROJECT BOND PROCEEDS	-	-	-	239,015	
52	HOUSING AUTHORITY	5,631	5,648	6,409	8,200	
70	EQUIP REPLACEMENT RESERVE FUND	-	31,036	24,848	260,000	946.36%
		<u>\$11,333,735</u>	<u>\$10,460,306</u>	<u>\$10,525,666</u>	<u>\$14,966,333</u>	

City of Grand Terrace 2017-18 City-wide Proposed Expenditures (\$14,966,333)



Salaries	\$ 1,586,010	10.6%
Benefits	801,730	5.4%
Materials & Supplies	177,281	1.2%
Professional/Contractual Services	6,435,765	43.0%
Lease of Facility/Equipment	8,000	0.1%
Equipment	75,000	0.5%
Capital Projects	1,649,015	11.0%
Utilities	214,650	1.4%
Debt Service	-	0.0%
Overhead Cost Allocation	-	0.0%
Transfers Out	<u>4,018,882</u>	26.9%
	<u>\$ 14,966,333</u>	

This page left intentionally blank.



CITY-WIDE REVENUE & EXPENDITURE BY FUND TYPE



City of Grand Terrace
FY 2017-18 Proposed Citywide Revenue and Expenditure Report

	<u>2014-15</u>	<u>2015-16</u>	<u>2016-17</u>	<u>2017-18</u>	Increase (Decrease) over(under) 2016-17 Projected
	<u>Actuals</u>	<u>Actuals</u>	<u>Projected</u>	<u>Proposed</u>	
Revenues					
Property Tax	\$ 2,975,221	\$ 3,886,248	\$ 3,918,657	\$ 3,958,328	1.01%
Residual Receipts - RPTTF	761,318	745,963	790,000	825,000	4.43%
Proceeds from Sale of Property	-	-	340,000	-	-100.00%
Franchise Fees	499,827	492,856	500,000	500,800	0.16%
Licenses, Fees & Permits	579,667	405,297	598,196	514,700	-13.96%
Sales Tax	1,022,690	1,012,927	1,050,000	1,060,000	0.95%
Gas Tax	324,738	272,994	293,000	358,073	22.21%
Intergovernmental Revenue/Grants	141,120	162,790	229,261	937,115	308.75%
Charges for Services	138,886	119,748	129,677	139,520	7.59%
Fines & Forfeitures	72,230	62,192	114,174	86,200	-24.50%
Miscellaneous	54,635	19,067	10,186	138,650	
Use of Money & Property	272,082	118,630	167,632	255,025	52.13%
Waste Water Receipts	700,000	300,000	300,000	300,000	0.00%
Transfers In	3,352,296	3,407,428	2,434,010	4,018,882	65.11%
Total Revenues	<u>10,894,710</u>	<u>11,006,140</u>	<u>10,874,793</u>	<u>13,092,293</u>	20.39%
Expenditures by Category					
Salaries	845,149	900,567	1,115,592	1,586,010	42.17%
Benefits	544,634	369,092	711,309	801,730	12.71%
Materials & Supplies	163,267	193,300	209,819	177,281	
Professional/Contractual Services	6,085,589	5,165,576	5,848,330	6,435,765	
Lease of Facility/Equipment	4,049	8,018	10,442	8,000	-23.39%
Equipment	59,708	75,743	37,932	75,000	97.72%
Capital Projects	1,791	83,944	99,603	1,649,015	1555.59%
Utilities	221,012	204,697	220,289	214,650	-2.56%
Debt Service	254,847	254,848	-	-	
Overhead Cost Allocation	(198,607)	(202,907)	(160,745)	-	-100.00%
Transfers Out	3,352,296	3,407,428	2,433,095	4,018,882	65.18%
Total Expenditures	<u>11,333,735</u>	<u>10,460,306</u>	<u>10,525,666</u>	<u>14,966,333</u>	42.19%
Revenues	10,894,710	11,006,140	10,874,793	13,092,293	20.39%
Expenditures by Category	11,333,735	10,460,306	10,525,666	14,966,333	42.19%
Surplus or Approved Use of Fund Balance	<u>\$ (439,025)</u>	<u>\$ 545,834</u>	<u>\$ 349,127</u>	<u>\$ (1,874,040)</u>	

City of Grand Terrace
FY 2017-18 Proposed Revenue & Expense Summary by Category

	<u>General Fund</u>	<u>Development Impact</u> <u>Fees</u>	<u>Special Revenue</u> <u>Fund</u>
Revenues			
Property Tax	\$1,785,000	\$0	\$12,850
Residual Receipts - RPTTF	825,000	0	0
Proceeds from Sale of Property	0	0	0
Franchise Fees	500,800	0	0
Licenses, Fees & Permits	332,700	168,000	14,000
Sales Tax	870,000	0	190,000
Gas Tax	0	0	358,073
Intergovernmental Revenue/Grants	25,000	0	122,800
Charges for Services	138,220	1,300	0
Fines & Forfeitures	75,700	0	10,500
Miscellaneous	83,250	0	3,000
Use of Money & Property	145,000	5,650	5,375
Waste Water Receipts	300,000	0	0
Transfers In	<u>0</u>	<u>0</u>	<u>95,800</u>
Total Revenues	<u>\$5,080,670</u>	<u>\$174,950</u>	<u>\$812,398</u>
Expenditures			
Salaries	1,172,746	0	137,844
Benefits	613,767	0	114,157
Materials & Supplies	177,281	0	0
Professional/Contractual Services	2,921,260	0	580,080
Lease of Facility/Equipment	8,000	0	0
Equipment	0	0	0
Capital Projects	0	50,000	0
Utilities	132,000	0	82,520
Debt Service	0	0	0
Overhead Cost Allocation	(90,750)	0	90,750
Transfers Out	<u>125,800</u>	<u>1,310,000</u>	<u>5,000</u>
Total Expenditures	<u>\$5,060,104</u>	<u>\$1,360,000</u>	<u>\$1,010,351</u>
Impact to Fund Balance			
Revenues	5,080,670	174,950	812,398
Expenditures	<u>5,060,104</u>	<u>1,360,000</u>	<u>1,010,351</u>
Net - Increase to or (Use of) Fund Balance	<u>20,566</u>	<u>(1,185,050)</u>	<u>(197,953)</u>

City of Grand Terrace
FY 2017-18 Proposed Revenue & Expense Summary by Category

	<u>Enterprise Fund</u>	<u>Grant Fund</u>	<u>Successor Agency</u>
Revenues			
Property Tax	\$0	\$0	\$2,160,478
Residual Receipts - RPTTF	0	0	0
Proceeds from Sale of Property	0	0	0
Franchise Fees	0	0	0
Licenses, Fees & Permits	0	0	0
Sales Tax	0	0	0
Gas Tax	0	0	0
Intergovernmental Revenue/Grants	0	789,315	0
Charges for Services	0	0	0
Fines & Forfeitures	0	0	0
Miscellaneous	0	2,400	0
Use of Money & Property	8,000	0	91,000
Waste Water Receipts	0	0	0
Transfers In	<u>0</u>	<u>40,000</u>	<u>2,284,067</u>
Total Revenues	<u>8,000</u>	<u>831,715</u>	<u>\$4,535,545</u>
Expenditures			
Salaries	0	114,935	160,485
Benefits	0	9,991	63,814
Materials & Supplies	0	0	0
Professional/Contractual Services	5,000	676,595	2,059,760
Lease of Facility/Equipment	0	0	0
Equipment	0	0	0
Capital Projects	0	0	0
Utilities	0	0	0
Debt Service	0	0	0
Overhead Cost Allocation	0	0	0
Transfers Out	<u>0</u>	<u>5,000</u>	<u>2,573,082</u>
Total Expenditures	<u>\$5,000</u>	<u>\$806,521</u>	<u>\$4,857,141</u>
Impact to Fund Balance			
Revenues	8,000	831,715	4,535,545
Expenditures	<u>5,000</u>	<u>806,521</u>	<u>4,857,141</u>
Net - Increase to or (Use of) Fund Balance	<u><u>3,000</u></u>	<u><u>25,194</u></u>	<u><u>(321,596)</u></u>

City of Grand Terrace
FY 2017-18 Proposed Revenue & Expense Summary by Category

	<u>Capital Project Fund</u>	<u>Housing Authority</u>	<u>Equipment Replacement Reserve Fund</u>
Revenues			
Property Tax	\$0	\$0	\$0
Residual Receipts - RPTTF	0	0	0
Proceeds from Sale of Property	0	0	0
Franchise Fees	0	0	0
Licenses, Fees & Permits	0	0	0
Sales Tax	0	0	0
Gas Tax	0	0	0
Intergovernmental Revenue/Grants	0	0	0
Charges for Services	0	0	0
Fines & Forfeitures	0	0	0
Miscellaneous	0	50,000	0
Use of Money & Property	0	0	0
Waste Water Receipts	0	0	0
Transfers In	<u>1,599,015</u>	<u>0</u>	<u>0</u>
Total Revenues	<u>\$1,599,015</u>	<u>\$50,000</u>	<u>\$0</u>
Expenditures			
Salaries	0	0	0
Benefits	0	0	0
Materials & Supplies	0	0	0
Professional/Contractual Services	0	8,070	185,000
Lease of Facility/Equipment	0	0	0
Equipment	0	0	75,000
Capital Projects	1,599,015	0	0
Utilities	0	130	0
Debt Service	0	0	0
Overhead Cost Allocation	0	0	0
Transfers Out	<u>0</u>	<u>0</u>	<u>0</u>
Total Expenditures	<u>\$1,599,015</u>	<u>\$8,200</u>	<u>\$260,000</u>
Impact to Fund Balance			
Revenues	1,599,015	50,000	-
Expenditures	<u>1,599,015</u>	<u>8,200</u>	<u>260,000</u>
Net - Increase to or (Use of) Fund Balance	<u>-</u>	<u>41,800</u>	<u>(260,000)</u>

City of Grand Terrace
FY 2017-18 Proposed Revenue & Expense Summary by Category

	<u>TOTAL</u>
Revenues	
Property Tax	\$3,958,328
Residual Receipts - RPTTF	825,000
S/A Property Receipts	0
Sales Tax	500,800
Econ. Incentive Agreement	514,700
Franchise Fees	1,060,000
Licenses, Fees & Permits	358,073
Gas Tax	937,115
Wastewater Receipts	139,520
Intergovernmental Revenue/Grants	86,200
Charges for Services	138,650
Use of Money & Property	255,025
Fines & Forfeitures	300,000
Transfers In	<u>4,018,882</u>
Total Revenues	<u>\$13,092,293</u>
 Expenditures	
Salaries	1,586,010
Benefits	801,730
Materials & Supplies	177,281
Professional/Contractual Services	6,435,765
Lease of Facility/Equipment	8,000
Equipment	75,000
Capital Projects	1,649,015
Utilities	214,650
Debt Service	0
Overhead Cost Allocation	0
Transfers Out	<u>4,018,882</u>
Total Expenditures	<u>\$14,966,333</u>
 Impact to Fund Balance	
Revenues	13,092,293
Expenditures	<u>14,966,333</u>
Net - Increase to or (Use of) Fund Balance	<u>(1,874,040)</u>

CITY-WIDE POSITION SUMMARY



This page left intentionally blank.



City of Grand Terrace
FY 2016-17 Proposed Summary of Positions

City Hall	<u>Position</u>	<u>2014-15</u> <u>Actual</u>	<u>2015-16</u> <u>Actual</u>	<u>2016-17</u> <u>Projected</u>	<u>Proposed</u> <u>Requests</u>	<u>2017-18</u> <u>Proposed</u>	Increase (Decrease) over(under) 2016-17 Projected	Annual Minimum	Annual Maximum
1	Assistant City Manager	-	-	1.0	-	1.0	0.00%	\$131,026	\$159,263
2	Associate Planner	-	-	-	-	-		\$57,162	\$69,481
3	Assistant Planner	-	1.0	1.0	-	1.0	0.00%	\$49,378	\$60,019
4	Budget Officer	-	-	1.0	-	1.0	0.00%	\$60,026	\$72,962
5	Building & Safety Technician	-	-	-	-	-		\$44,794	\$54,448
6	Building Permit Technician	1.0	1.0	1.0	-	1.0	0.00%	\$44,794	\$54,448
7	Building Official (P/T)	-	-	0.5		0.5	0.00%	\$38,304	\$46,559
8	Bus Driver	-	0.5	0.5	-	0.5	0.00%	\$16,714	\$20,315
9	City Clerk	1.0	1.0	1.0	-	1.0	0.00%	\$78,888	\$97,769
10	City Manager	1.0	1.0	1.0	-	1.0	0.00%	\$206,400	\$206,400
11	Code Enforcement Specialist/Park	-	0.5	0.5	-	0.5	0.00%	\$22,397	\$27,224
12	Community Development Director	-	-	-	-	-		\$124,798	\$151,693
13	Department Secretary	1.0	1.0	1.0	-	1.0	0.00%	\$38,698	\$47,038
14	Executive Assistant	1.0	1.0	1.0	-	1.0	0.00%	\$47,027	\$57,161
15	Finance Director	-	-	-	-	-		\$102,663	\$124,788
16	Financial Analyst	-	-	-	1.0	1.0		\$51,848	\$63,021
17	Finance Technician	1.0	-	-	-	-		\$36,860	\$44,803
18	Human Resources Analyst	-	-	-	-	-		\$51,848	\$63,021
19	Human Resources Technician	0.5	0.5	0.5	-	0.5	0.00%	\$21,328	\$25,924
20	Intern-1 (P/T)	0.5	0.5	0.5	(0.5)	-		\$13,093	\$15,915
21	Intern-2 (P/T)	0.5	0.5	0.5	(0.5)	-		\$13,093	\$15,915
22	Maintenance Crew Leader	1.0	1.0	1.0	-	1.0	0.00%	\$40,630	\$49,386
23	Maintenance Crew Leader (PT)	-	0.5	-	-	-		\$20,315	\$24,693
24	Maintenance Worker I	1.0	1.0	2.0	(2.0)	-		\$30,313	\$36,846
25	Maintenance Worker II	1.0	1.0	1.0	2.0	3.0	200.00%	\$33,427	\$40,631
26	Management Analyst	1.0	1.0	1.0	1.0	2.0	100.00%	\$51,848	\$63,021
27	Office Assistant	-	-	-	-	-		\$27,728	\$33,426
28	Office Specialist	-	0.5	0.5	1.0	1.5	200.00%	\$30,313	\$36,846
29	Planning Technician	0.5	-	-	-	-		\$40,630	\$49,386
30	Planning & Development Svcs Dir	-	1.0	1.0	-	1.0	0.00%	\$113,195	\$137,590
31	Principal Accountant	-	-	0.5	-	0.5	0.00%	\$30,013	\$36,481
32	Public Works Director	-	1.0	1.0	-	1.0	0.00%	\$124,798	\$151,693
33	Senior Finance Technician	1.0	1.0	-	-	-		\$42,656	\$51,849
34	Senior Civil Engineer	1.0	-	-	-	-		\$84,468	\$102,672
35	Sr. Code Enforcement Officer	1.0	1.0	1.0	-	1.0	0.00%	\$51,848	\$63,021
Total		15.0	17.5	20.0	2.0	22.0	10.00%		

This page left intentionally blank.



General Fund



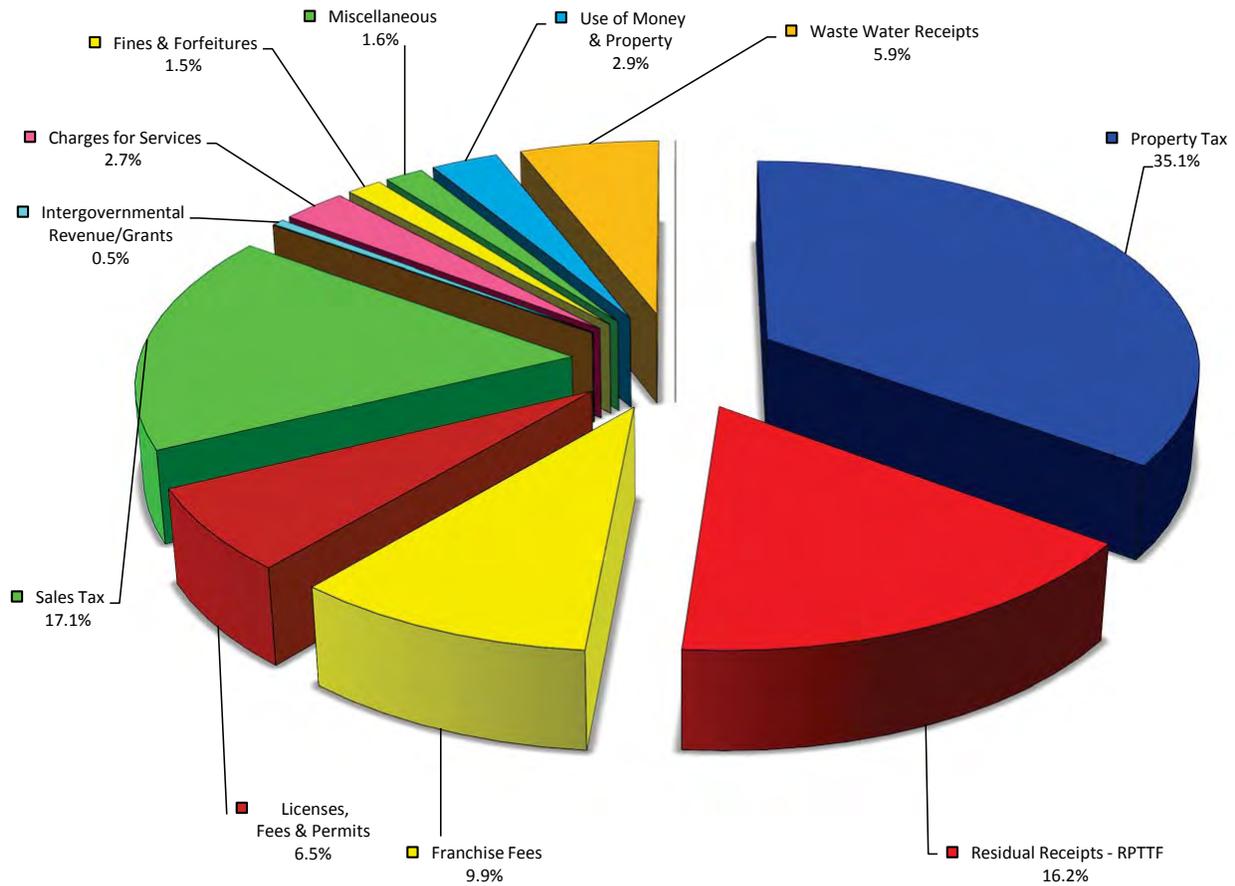


Grand Terrace Fitness Park

City of Grand Terrace
FY 2017-18 Proposed General Fund Revenue and Expenditure Report

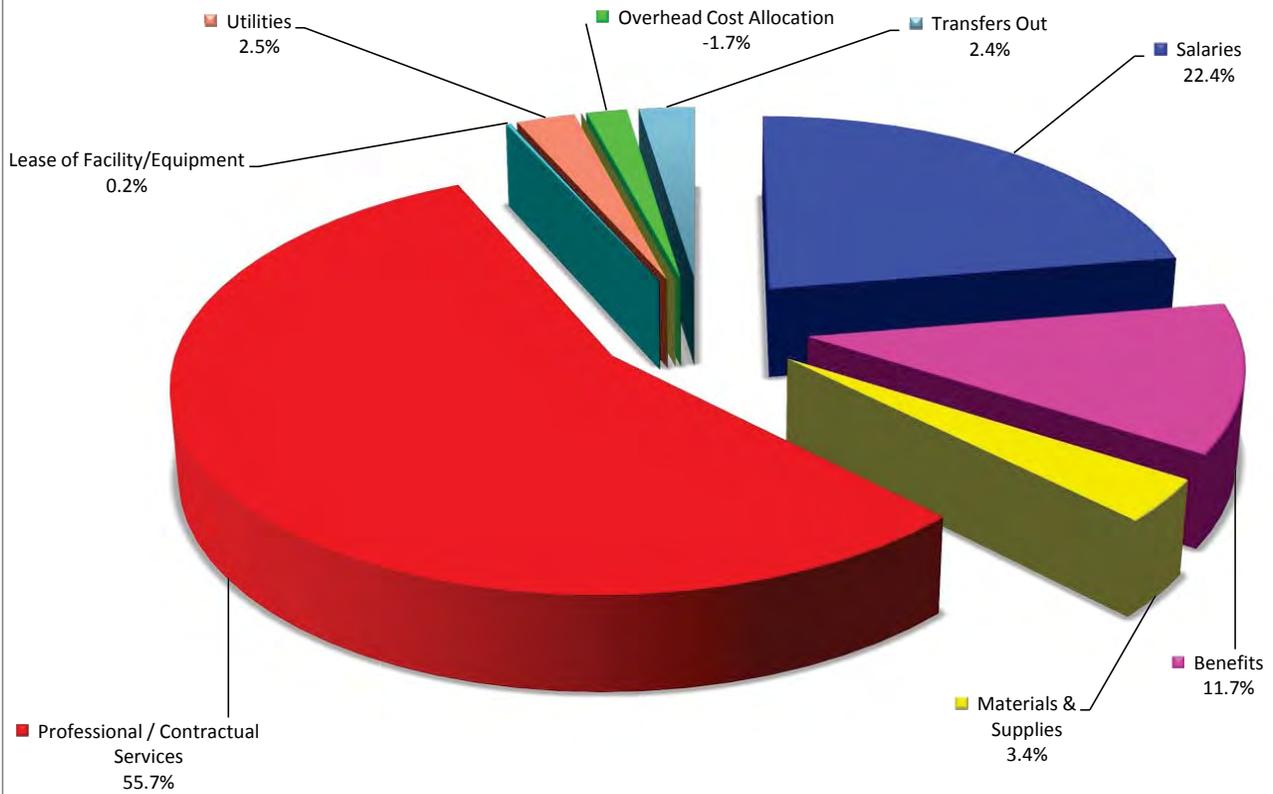
	<u>2014-15</u>	<u>2015-16</u>	<u>2016-17</u>	<u>2017-18</u>	Increase (Decrease) over(under) 2016-17 Projected
	<u>Actuals</u>	<u>Actuals</u>	<u>Projected</u>	<u>Proposed</u>	
Revenues					
Property Tax	\$ 1,515,189	\$ 1,605,869	\$ 1,715,000	\$ 1,785,000	4.08%
Residual Receipts - RPTTF	761,318	745,963	790,000	825,000	4.43%
Proceeds from Sale of Property	-	-	340,000	-	-100.00%
Franchise Fees	499,827	492,856	500,000	500,800	0.16%
Licenses, Fees & Permits	305,879	303,161	320,125	332,700	3.93%
Sales Tax	827,251	814,510	870,000	870,000	0.00%
Gas Tax	-	-	-	-	
Intergovernmental Revenue/Grants	14,763	4,984	10,552	25,000	136.92%
Charges for Services	127,937	118,487	125,690	138,220	9.97%
Fines & Forfeitures	54,131	45,982	107,648	75,700	-29.68%
Miscellaneous	54,142	18,566	5,250	83,250	
Use of Money & Property	22,476	24,266	22,000	145,000	559.09%
Waste Water Receipts	700,000	300,000	300,000	300,000	0.00%
Transfers In	-	-	-	-	
Total Revenues	<u>4,882,913</u>	<u>4,474,644</u>	<u>5,106,265</u>	<u>5,080,670</u>	-0.50%
Expenditures by Category					
Salaries	643,167	632,377	711,446	1,172,746	64.84%
Benefits	454,716	296,368	575,835	613,767	6.59%
Materials & Supplies	163,267	193,300	206,150	177,281	
Professional/Contractual Services	2,900,661	3,141,802	3,260,038	2,921,260	
Lease of Facility/Equipment	4,049	8,018	10,442	8,000	-23.39%
Equipment	-	-	-	-	
Capital Projects	-	-	-	-	
Utilities	139,997	123,930	136,395	132,000	-3.22%
Debt Service	254,847	254,848	-	-	
Overhead Cost Allocation	(245,961)	(251,286)	(241,700)	(90,750)	-62.45%
Transfers Out	90,927	827,021	126,500	125,800	-0.55%
Total Expenditures	<u>4,405,670</u>	<u>5,226,378</u>	<u>4,785,106</u>	<u>5,060,104</u>	5.75%
Revenues	4,882,913	4,474,644	5,106,265	5,080,670	-0.50%
Expenditures by Category	4,405,670	5,226,378	4,785,106	5,060,104	5.75%
Surplus or Approved Use of Fund Balance	<u>\$ 477,243</u>	<u>\$ (751,734)</u>	<u>\$ 321,159</u>	<u>\$ 20,566</u>	

City of Grand Terrace 2017-18 General Fund Proposed Revenues (\$5,080,670)



Property Tax	\$ 1,785,000	35.1%
Residual Receipts - RPTTF	825,000	16.2%
Franchise Fees	500,800	9.9%
Licenses, Fees & Permits	332,700	6.5%
Sales Tax	870,000	17.1%
Gas Tax	-	0.0%
Intergovernmental Revenue/Grants	25,000	0.5%
Charges for Services	138,220	2.7%
Fines & Forfeitures	75,700	1.5%
Miscellaneous	83,250	1.6%
Use of Money & Property	145,000	2.9%
Waste Water Receipts	300,000	5.9%
Transfers In	-	0.0%
TOTAL	<u>\$ 5,080,670</u>	

City of Grand Terrace 2017-18 General Fund Proposed Expenditures (\$5,060,104)



Salaries	\$ 1,172,746	23.2%
Benefits	613,767	12.1%
Materials & Supplies	177,281	3.5%
Professional/Contractual Services	2,921,260	57.7%
Lease of Facility/Equipment	8,000	0.2%
Equipment	-	0.0%
Capital Projects	-	0.0%
Utilities	132,000	2.6%
Debt Service	-	0.0%
Overhead Cost Allocation	(90,750)	-1.8%
Transfers Out	125,800	2.5%
	<u>\$ 5,060,104</u>	

City of Grand Terrace
FY 2017-18 Proposed General Fund Revenue and Expenditure Report

	<u>2014-15</u>	<u>2015-16</u>	<u>2016-17</u>	<u>2017-18</u>	Increase (Decrease) over(under) 2016-17 Projected
	<u>Actuals</u>	<u>Actuals</u>	<u>Projected</u>	<u>Proposed</u>	
Revenues					
Property Tax	\$ 1,515,189	\$ 1,605,869	\$ 1,715,000	\$ 1,785,000	4.08%
Residual Receipts - RPTTF	761,318	745,963	790,000	825,000	4.43%
Proceeds from Sale of Property	-	-	340,000	-	-100.00%
Franchise Fees	499,827	492,856	500,000	500,800	0.16%
Licenses, Fees & Permits	305,879	303,161	320,125	332,700	3.93%
Sales Tax	827,251	814,510	870,000	870,000	0.00%
Gas Tax	-	-	-	-	
Intergovernmental Revenue/Grants	14,763	4,984	10,552	25,000	136.92%
Charges for Services	127,937	118,487	125,690	138,220	9.97%
Fines & Forfeitures	54,131	45,982	107,648	75,700	-29.68%
Miscellaneous	54,142	18,566	5,250	83,250	
Use of Money & Property	22,476	24,266	22,000	145,000	559.09%
Waste Water Receipts	700,000	300,000	300,000	300,000	0.00%
Transfers In	-	-	-	-	
Total Revenues	<u>4,882,913</u>	<u>4,474,644</u>	<u>5,106,265</u>	<u>5,080,670</u>	-0.50%
Expenditures by Category					
Salaries	643,167	632,377	711,446	1,172,746	64.84%
Benefits	454,716	296,368	575,835	613,767	6.59%
Materials & Supplies	163,267	193,300	206,150	177,281	
Professional/Contractual Services	2,900,661	3,141,802	3,260,038	2,921,260	
Lease of Facility/Equipment	4,049	8,018	10,442	8,000	-23.39%
Equipment	-	-	-	-	
Capital Projects	-	-	-	-	
Utilities	139,997	123,930	136,395	132,000	-3.22%
Debt Service	254,847	254,848	-	-	
Overhead Cost Allocation	(245,961)	(251,286)	(241,700)	(90,750)	-62.45%
Transfers Out	90,927	827,021	126,500	125,800	-0.55%
Total Expenditures	<u>4,405,670</u>	<u>5,226,378</u>	<u>4,785,106</u>	<u>5,060,104</u>	5.75%
Revenues	4,882,913	4,474,644	5,106,265	5,080,670	-0.50%
Expenditures by Category	4,405,670	5,226,378	4,785,106	5,060,104	5.75%
Surplus or Approved Use of Fund Balance	<u>\$ 477,243</u>	<u>\$ (751,734)</u>	<u>\$ 321,159</u>	<u>\$ 20,566</u>	

City of Grand Terrace
FY 2017-18 Proposed Revenue & Expense Detail by Fund

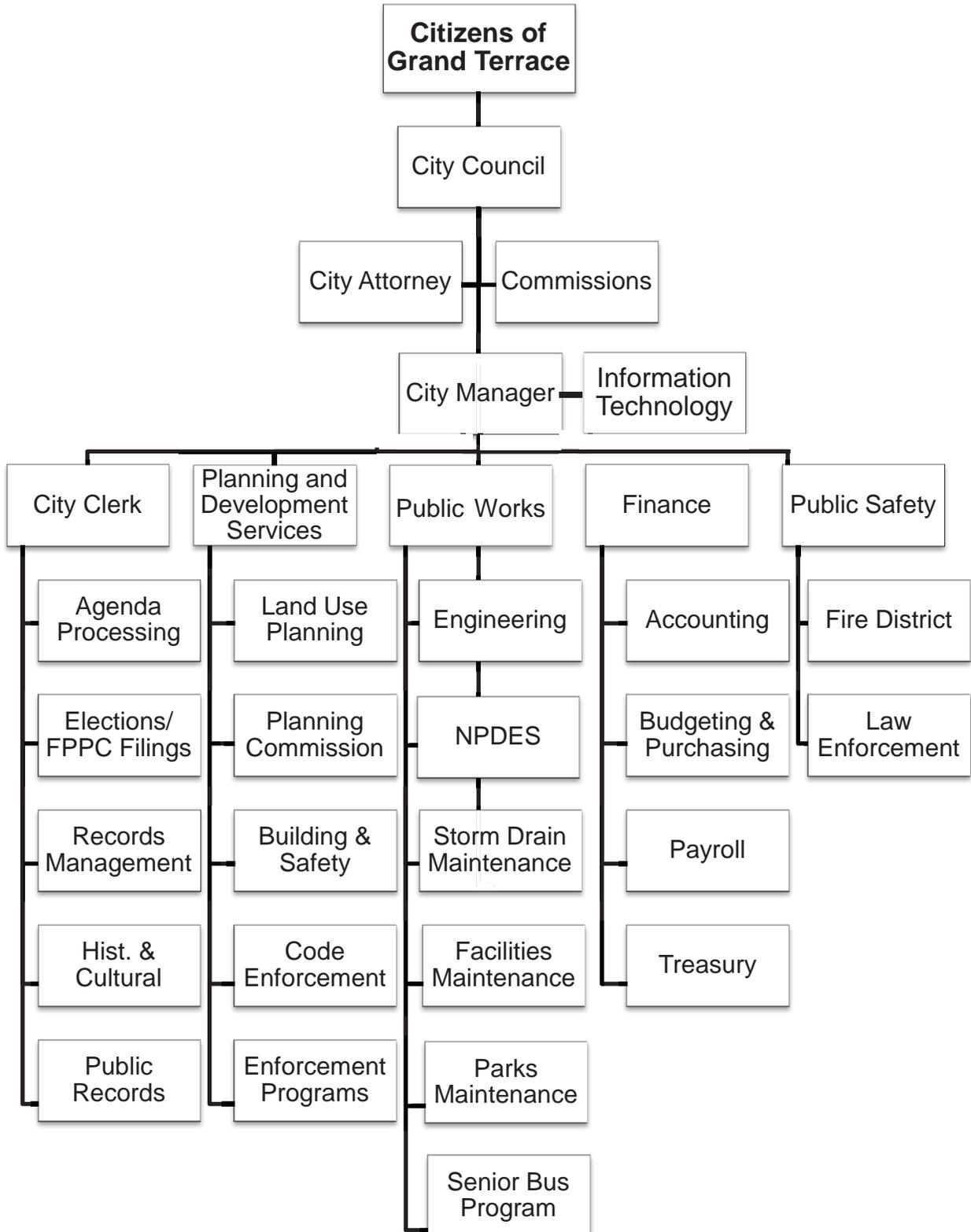
	<i>CATEGORY</i>	
	<i>GENERAL FUND</i>	
	FUND NUMBER & TITLE	
	<u>10</u> <u>GENERAL</u> <u>FUND</u>	<u>GRAND</u> <u>TOTAL</u>
Revenues		
Property Tax	\$1,785,000	\$1,785,000
Residual Receipts - RPTTF	825,000	825,000
Proceeds from Sale of Property	0	0
Franchise Fees	500,800	500,800
Licenses, Fees & Permits	332,700	332,700
Sales Tax	870,000	870,000
Gas Tax	0	0
Intergovernmental Revenue/Grants	25,000	25,000
Charges for Services	138,220	138,220
Fines & Forfeitures	75,700	75,700
Miscellaneous	83,250	83,250
Use of Money & Property	145,000	145,000
Waste Water Receipts	300,000	300,000
Transfers In	<u>0</u>	<u>0</u>
Total Revenues	<u>\$5,080,670</u>	<u>\$5,080,670</u>
Expenditures		
Salaries	1,172,746	\$1,172,746
Benefits	613,767	613,767
Materials & Supplies	177,281	177,281
Professional/Contractual Services	2,921,260	2,921,260
Lease of Facility/Equipment	8,000	8,000
Equipment	0	0
Capital Projects	0	0
Utilities	132,000	132,000
Debt Service	0	0
Overhead Cost Allocation	(90,750)	(90,750)
Transfers Out	<u>125,800</u>	<u>125,800</u>
Total Expenditures	<u>\$5,060,104</u>	<u>\$5,060,104</u>
Impact to Fund Balance		
Revenues	5,080,670	5,080,670
Expenditures	<u>5,060,104</u>	<u>5,060,104</u>
Net - Increase to or (Use of) Fund Balance	<u>\$20,566</u>	<u>\$20,566</u>

This page left intentionally blank.



CITY COUNCIL

Organization Chart



CITY COUNCIL

Department Description

The City Council is a legislative body of five members elected at large by the citizens of Grand Terrace. The City Council is comprised of one (1) Mayor and four (4) Council Members. Each member is elected to a four-year term. The City Council ratifies laws and provides policy direction with regards to City services to provide for the welfare of the citizens of the City. The City Council also serves as the Board of Directors of the Successor Agency to the Community Redevelopment Agency of the City of Grand Terrace. The Mayor presides over Council meetings and serves as the ceremonial head of our City Government. The City Council provides political leadership for the City, makes appointments to various commissions and advisory boards, represents the City in matters involving governmental affairs and activities, performs fiduciary duties for the benefit of the citizens of Grand Terrace, establishes priorities and direction for policies regarding City services, conducts public meetings of the City agenda, adopts and amends municipal codes and ordinances, passes resolutions, and adopts the City's annual operating and capital budgets.



Grand Terrace City Council Chambers

City of Grand Terrace
FY 2017-18 Proposed Program Detail

Fund: GENERAL FUND Fund No.: 10
 Dept: City Council
 Program: **City Council** Program No.: 110

Program Desc: The City Council is a legislative body of five members elected at large by the citizens of Grand Terrace. Each member is elected to a four-year term. The City Council provide policy direction with regards to City services. The City Council also serves as the Board of Directors of the Successor Agency to the Community Redevelopment Agency of City of Grand Terrace.

- Program 1 Provide political leadership for the City;
 Services: 2 Make appointments to various commissions and advisory boards;
 3 Represent the City in matters involving governmental affairs and activities;
 4 Perform fiduciary duties for the benefit of the citizens of Grand Terrace;
 5 Establish priorities and direction for policies regarding City services;
 6 Conduct public meetings of City agenda;
 8 Adopt and amend municipal codes and ordinances, and pass resolutions;
 9 Adopt the City's annual operating and capital budgets.

Position Summary <i>(before direct labor and overhead cost allocation distribution)</i>					Increase (Decrease) over(under) 2016-17 Projected
<u>Position</u>	<u>2014-15</u> <u>Actual</u>	<u>2015-16</u> <u>Actual</u>	<u>2016-17</u> <u>Projected</u>	<u>2017-18</u> <u>Proposed</u>	
1 Councilmember	5.0	5.0	5.0	5.0	0.00%
	-	-	-	-	
Total	5.0	5.0	5.0	5.0	0.00%

Expenditure Summary					Increase (Decrease) over(under) 2016-17 Projected
<u>Expenditure Category</u>	<u>2014-15</u> <u>Actual</u>	<u>2015-16</u> <u>Actual</u>	<u>2016-17</u> <u>Projected</u>	<u>2017-18</u> <u>Proposed</u>	
1 Salaries	\$ 16,234	\$ 18,236	\$ 16,892	\$ 18,000	6.56%
2 Benefits	27,142	32,226	34,977	37,605	7.51%
3 Materials & Supplies	4,371	6,228	8,876	6,800	-23.39%
4 Professional/Contractual Services	500	333	304	400	31.58%
5 Utilities	-	-	-	-	
6 Lease of Facility/Equipment	-	-	-	-	
7 Equipment	-	-	-	-	
8 Capital Projects	-	-	-	-	
9 Overhead Cost Allocation	-	-	-	-	
10 Debt Service	-	-	-	-	
11 Transfers Out	-	-	-	-	
Total	\$ 48,247	\$ 57,023	\$ 61,049	\$ 62,805	2.88%

CITY COUNCIL

2030 Vision / Goals

1. Ensure Our Fiscal Viability
 - ≠ Commit to a Balanced Budget
 - ≠ Identify Additional Revenue Sources
 - ≠ Review Expenditures and Seek Savings
 - ≠ Explore Creative Means to Provide Services
 - ≠ Ensure Appropriate Cost Recovery for Services

2. Maintain Public Safety
 - ≠ Ensure Staff Levels for Police Services Remain Adequate for Our Community
 - ≠ Invest in Critical Improvements to Infrastructure

3. Promote Economic Development
 - ≠ Develop Proactive Economic Development Plan to Attract New Businesses
 - ≠ Invest in Infrastructure Needed to Support Business Attraction and Retention
 - ≠ Prepare for Development by Updating Zoning and Development Codes including the Sign Code

4. Develop and Implement Successful Partnerships
 - ≠ Work Collaboratively with Community Groups, Private and Public Sector Agencies to Facilitate the Delivery of Services Benefitting Youth, Seniors & Our Community
 - ≠ Work with Local, Regional and State Agencies to Secure Funding for Programs and Projects

5. Engage in Proactive Communication
 - ≠ Develop and Implement a Cost Effective Proactive Communication Program
 - ≠ Utilize Technology and Web-Based Tools to Disseminate Information
 - ≠ Engage the Community by Participation

CITY COUNCIL



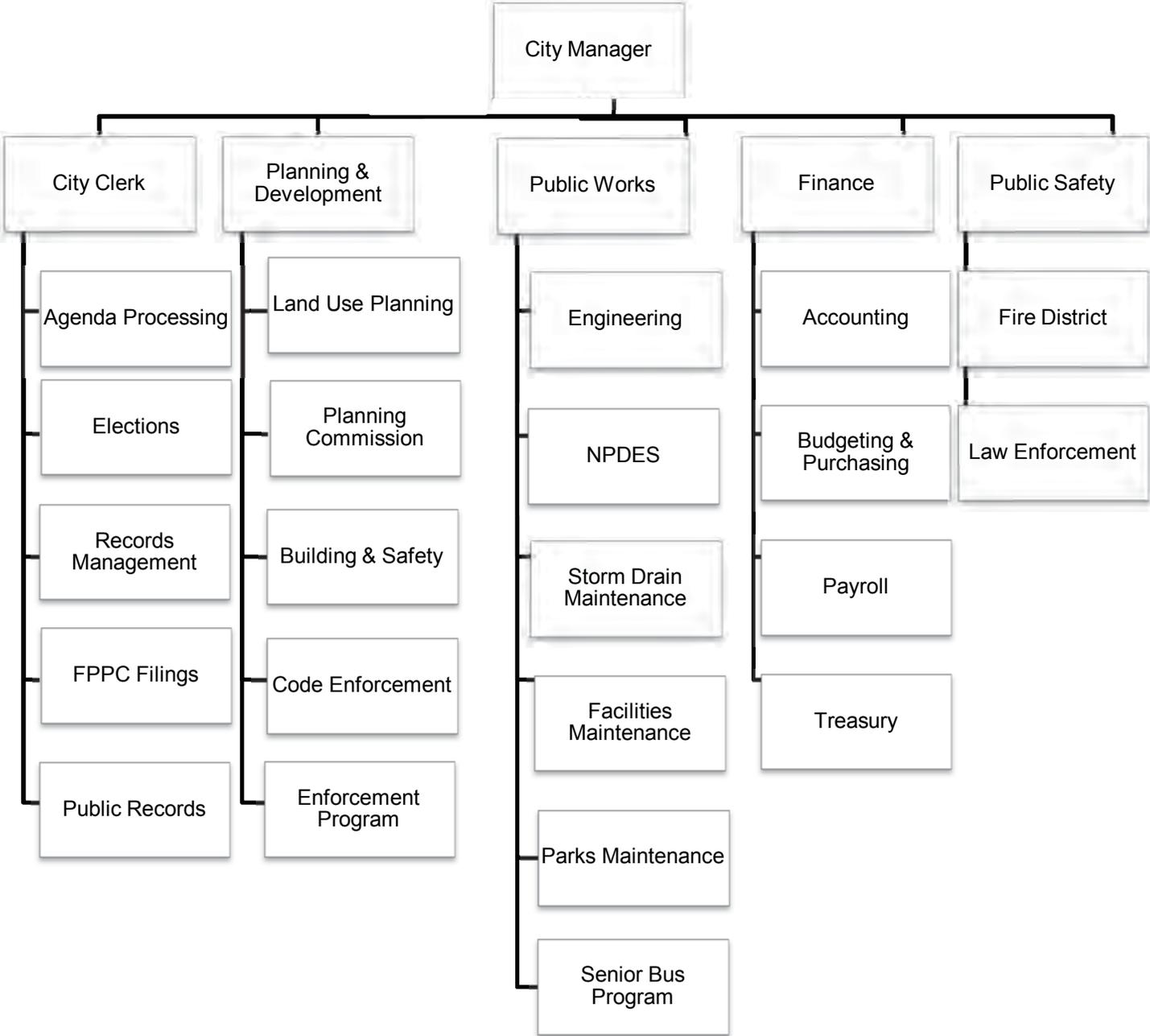
*Grand Terrace City Council Members
(From right to left: Councilmember Brian Reinarz,
Mayor Darcy McNaboe, Councilmember William Hussey, Mayor Pro-tem Sylvia Robles,
and Councilmember Doug Wilson)*

This page left intentionally blank.



CITY MANAGER

Organization Chart



CITY MANAGER

Department Description

The City Manager's Office, under the direction of the City Council, is responsible for planning, organizing, and evaluating City services, and providing management direction to all City departments. It continually evaluates the organizational structure of the City as it relates to requirements for effective, efficient, and economical public service. The City Manager's Office carries out the directives and policies of the City Council, reviews and presents the City's annual budget to the City Council for consideration and approval. It is the City Manager's responsibility to provide leadership in the development, program planning, and coordination of City operations for the purpose of effectively and efficiently achieving City Council goals and objectives. The City Manager represents the City at various regional government agencies, ensures that the City Council receives information and documentation necessary to make informed decisions regarding problems and issues facing the community. The City Manager also negotiates, administers, and implements contracts for the provision of municipal services.



Grand Terrace City Hall (Night)

Cost Centers – City Manager

1. City Manager (10-120)
2. Senior Citizen's Program (10-805)
3. Emergency Operations Program (10-808)
4. Management Information Systems (10-380)

City of Grand Terrace
FY 2017-18 Proposed Program Detail

Fund: GENERAL FUND Fund No.: 10
 Dept: City Manager
 Program: **City Manager** Program No.: 120

Program Desc: The City Manager's Office, under the direction of the City Council, is responsible for planning, organizing and evaluating City services and providing management direction to all City departments. It also continually evaluates the organizational structure of the City as it relates to requirements for effective, efficient, and economical public service.

- Program 1 Carries out the directives and policies of the City Council
- Services: 2 Reviews and presents the City's annual budget to the City Council for consideration and approval.
 3 Provide leadership in the development, program planning, and coordination of City operations for the purpose of effectively and efficiently achieving City Council goals and objectives.
 4 Represents the City at various regional government agencies.
 5 Ensures that the City Council receives, in a timely manner, information and documentation necessary to make informed decisions regarding problems and issues facing the community.
 6 Negotiates, administers and implements contracts for the provision of municipal services.

Position Summary (before direct labor and overhead cost allocation distribution)					Increase (Decrease) over(under) 2016-17 Projected
<u>Position</u>	<u>2014-15</u> <u>Actual</u>	<u>2015-16</u> <u>Actual</u>	<u>2016-17</u> <u>Projected</u>	<u>2017-18</u> <u>Proposed</u>	
1 City Manager	1.0	1.0	1.0	1.0	0.00%
2 Assistant City Manager	-	-	1.0	1.0	0.00%
3 Human Resources Technician (P/T)	0.5	0.5	0.5	0.5	0.00%
4 Executive Assistant	1.0	1.0	1.0	1.0	0.00%
5 Office Specialist	-	-	1.0	1.0	0.00%
6 Intern P/T (2)	-	1.0	1.0	-	-100.00%
Total	<u>2.5</u>	<u>3.5</u>	<u>5.5</u>	<u>4.5</u>	-18.18%

Expenditure Summary					Increase (Decrease) over(under) 2016-17 Projected
<u>Expenditure Category</u>	<u>2014-15</u> <u>Actual</u>	<u>2015-16</u> <u>Actual</u>	<u>2016-17</u> <u>Projected</u>	<u>2017-18</u> <u>Proposed</u>	
1 Salaries	\$ 197,975	\$ 168,247	\$ 220,000	\$ 365,789	66.27%
2 Benefits	98,944	66,067	88,891	129,066	45.20%
3 Materials & Supplies	9,506	25,854	30,526	34,000	11.38%
4 Professional/Contractual Services	32,771	67,226	90,306	112,000	24.02%
5 Utilities	-	-	-	-	
6 Lease of Facility/Equipment	-	-	-	-	
7 Equipment	-	-	-	-	
8 Capital Projects	-	-	-	-	
9 Overhead Cost Allocation	-	-	-	-	
10 Debt Service	-	-	-	-	
11 Transfers Out	-	-	-	-	
Total	<u>\$ 339,196</u>	<u>\$ 327,394</u>	<u>\$ 429,723</u>	<u>\$ 640,855</u>	49.13%

CITY MANAGER

Senior Citizens Program (10-805)

The City provides facility and maintenance costs to support activities for the social interaction and health of the local senior citizen population. These programs are run by dedicated volunteers. Hot lunches are served each week day to 25-40 individuals by Family Services Association, a monthly general meeting and a monthly planning meeting is conducted, information and referral services are provided to the senior citizen population, recreation and meeting areas are held for various activities such as: crafts, bridge, pinochle, bingo; crime prevention, citizens patrol board, and general meetings are also available.



Grand Terrace Senior Center – Susan Petta Park

City of Grand Terrace
FY 2017-18 Proposed Program Detail

Fund: GENERAL FUND Fund No.: 10
 Dept: City Manager
 Program: **Senior Citizens Program** Program No.: 805

Program Desc: The City provides facility and maintenance costs to support activities for the social interaction and health of the local senior citizen population. These programs are run by dedicated volunteers.

- Program Services:
- 1 A hot lunch is served each week day to 25-40 individuals by Family Services Association;
 - 2 Conduct a monthly general meeting and a monthly planning meeting;
 - 3 Provide information and referral services to the senior citizen population;
 - 4 Provide recreation and meeting areas for various activities such as crafts, bridge, pinochle, bingo, crime prevention and citizens patrol board and general meetings;

Position Summary <i>(before direct labor and overhead cost allocation distribution)</i>					Increase (Decrease) over(under) 2016-17 Projected
<u>Position</u>	<u>2014-15</u> <u>Actual</u>	<u>2015-16</u> <u>Actual</u>	<u>2016-17</u> <u>Projected</u>	<u>2017-18</u> <u>Proposed</u>	
	-	-	-	-	
	-	-	-	-	
	-	-	-	-	
Total	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	

Expenditure Summary					Increase (Decrease) over(under) 2016-17 Projected
<u>Expenditure Category</u>	<u>2014-15</u> <u>Actual</u>	<u>2015-16</u> <u>Actual</u>	<u>2016-17</u> <u>Projected</u>	<u>2017-18</u> <u>Proposed</u>	
1 Salaries	\$ -	\$ -	\$ -	\$ -	
2 Benefits	-	-	-	-	
3 Materials & Supplies	2,537	2,294	3,704	3,000	-19.01%
4 Professional/Contractual Services	2,152	2,937	3,490	3,000	-14.04%
5 Utilities	28,374	21,612	25,000	25,000	0.00%
6 Lease of Facility/Equipment	-	-	-	-	
7 Equipment	-	-	-	-	
8 Capital Projects	-	-	-	-	
9 Overhead Cost Allocation	-	-	-	-	
10 Debt Service	-	-	-	-	
11 Transfers Out	-	-	-	-	
Total	<u>\$ 33,063</u>	<u>\$ 26,843</u>	<u>\$ 32,194</u>	<u>\$ 31,000</u>	-3.71%

CITY MANAGER

Emergency Operations Program (10-808)

The Emergency Operations Program provides trained and prepared volunteers to assist the City in responding to emergency situations. The volunteers assist City staff with the City's Emergency Operations Plan and Communications System, promote informed public response to emergency situations, coordinate activities with the CERT (Citizens Emergency Response Team). The program educates residents on how to protect families and property during an emergency situation.



Blue Mountain Hike - 2016

City of Grand Terrace
FY 2017-18 Proposed Program Detail

Fund:	GENERAL FUND	Fund No.:	10
Dept:	City Manager		
Program:	Emergency Operations Program	Program No.:	808

Program Desc: Provides trained and prepared volunteers to assist the City in responding to emergency situations.

- Program Services:
- 1 Assist City staff with the City's Emergency Operations Plan and Communications System;
 - 2 Promote an informed public response to emergency situations;
 - 3 Coordinate activities with the CERT (Citizens Emergency Response Team) Program;
 - 4 Educate residents on how to protect families and property during an emergency situation.

Position Summary <i>(before direct labor and overhead cost allocation distribution)</i>					Increase (Decrease) over(under) 2016-17 Projected
<u>Position</u>	<u>2014-15</u> <u>Actual</u>	<u>2015-16</u> <u>Actual</u>	<u>2016-17</u> <u>Projected</u>	<u>2017-18</u> <u>Proposed</u>	
	-	-	-	-	
Total	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	

Expenditure Summary					Increase (Decrease) over(under) 2016-17 Projected
<u>Expenditure Category</u>	<u>2014-15</u> <u>Actual</u>	<u>2015-16</u> <u>Actual</u>	<u>2016-17</u> <u>Projected</u>	<u>2017-18</u> <u>Proposed</u>	
1 Salaries	\$ -	\$ -	\$ -	\$ -	
2 Benefits	-	-	-	-	
3 Materials & Supplies	1,912	11,829	3,012	2,000	-33.60%
4 Professional/Contractual Services	1,460	1,000	1,000	1,200	20.00%
5 Utilities	-	-	-	-	
6 Lease of Facility/Equipment	-	-	-	-	
7 Equipment	-	-	-	-	
8 Capital Projects	-	-	-	-	
9 Overhead Cost Allocation	-	-	-	-	
10 Debt Service	-	-	-	-	
11 Transfers Out	-	-	-	-	
Total	<u>\$ 3,372</u>	<u>\$ 12,829</u>	<u>\$ 4,012</u>	<u>\$ 3,200</u>	-20.24%

CITY MANAGER

Management Information Systems (10-380)

Provides computer hardware and software support, network coordination and GIS (Geographic Information Systems) support, maintains updates and supports networks and computers, maintains updates and supports GIS, supports desktop software, and maintains network security.



Karger Park

City of Grand Terrace
FY 2017-18 Proposed Program Detail

Fund:	GENERAL FUND	Fund No.:	10
Dept:	City Manager		
Program:	Management Information Systems	Program No.:	380
Program Desc:	Provides computer hardware and software support, network coordination and GIS (Geographic Information Systems) support.		

Program 1 Maintains, updates and supports networks and computers;
 Services: 2 Maintains, updates and supports GIS;
 3 Supports desktop software;
 4 Maintains network security.

Position Summary <i>(before direct labor and overhead cost allocation distribution)</i>					Increase (Decrease) over(under) 2016-17 Projected
<u>Position</u>	<u>2014-15</u> <u>Actual</u>	<u>2015-16</u> <u>Actual</u>	<u>2016-17</u> <u>Projected</u>	<u>2017-18</u> <u>Proposed</u>	
1 MIS Specialist	1.0	-	-	-	
	-	-	-	-	
Total	<u>1.0</u>	<u>-</u>	<u>-</u>	<u>-</u>	

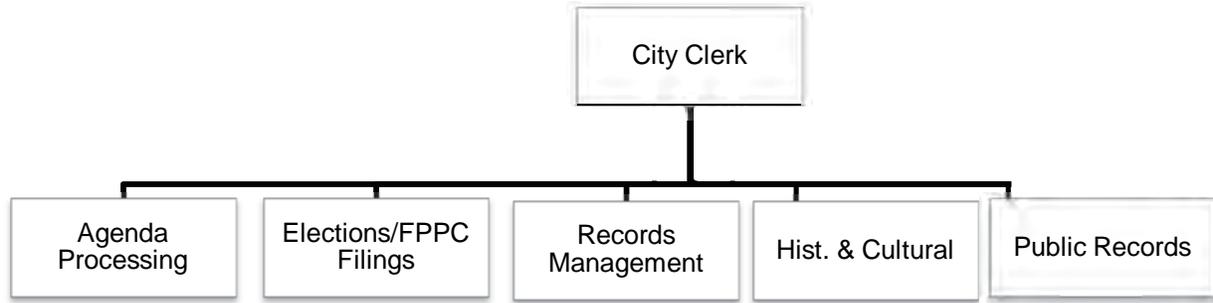
Expenditure Summary					Increase (Decrease) over(under) 2016-17 Projected
<u>Expenditure Category</u>	<u>2014-15</u> <u>Actual</u>	<u>2015-16</u> <u>Actual</u>	<u>2016-17</u> <u>Projected</u>	<u>2017-18</u> <u>Proposed</u>	
1 Salaries	\$ -	\$ -	\$ -	\$ -	
2 Benefits	1,467	(73)	-	-	
3 Materials & Supplies	23,749	631	-	-	
4 Professional/Contractual Services	63,800	65,916	65,340	72,000	10.19%
5 Utilities	-	-	-	-	
6 Lease of Facility/Equipment	-	-	-	-	
7 Equipment	-	-	-	-	
8 Capital Projects	-	-	-	-	
9 Overhead Cost Allocation	-	-	-	-	
10 Debt Service	-	-	-	-	
11 Transfers Out	-	-	-	-	
Total	<u>\$ 89,016</u>	<u>\$ 66,474</u>	<u>\$ 65,340</u>	<u>\$ 72,000</u>	10.19%

This page left intentionally blank.



CITY CLERK

Organization Chart



Department Description

The City Clerk's Office provides the administrative and records management services legally required by California Government Codes and Grand Terrace Municipal Codes. It also protects and preserves official City records and oversees the City's records management program. The City Clerk's office is the custodian of City records, keeping track of various contracts and agreements. The Department maintains and updates Municipal code books, prepares, distributes, and posts agenda-related materials and minutes on a timely basis. The City Clerk's Office ensures that City residents have the opportunity to elect legally qualified representatives and express their views on City measures by providing for the efficient and legal conduct of regular and special municipal elections. The Department provides continuous updates to the City Council agendas and reports, public hearing notices, election information and campaign forms, campaign disclosure statements, the Municipal Code, and the calendar of City meetings and events.

Cost Centers – City Clerk

1. City Clerk (10-125)
2. Historical & Cultural Committee (10-804)

City of Grand Terrace
FY 2017-18 Proposed Program Detail

Fund:	GENERAL FUND	Fund No.:	10
Dept:	City Clerk		
Program:	City Clerk	Program No.:	125

Program Desc: The City Clerk's Office provides the administrative and records management services legally required by California Government Codes and Grand Terrace Municipal Codes. It also protects and preserves official City records and oversees the City's records management program.

- Program 1 Custodian of City records, contracts and agreements.
- Services:
- 2 Maintains and updates Municipal code books.
 - 3 Prepares, distributes, and posts agenda-related materials and minutes on a timely basis.
 - 4 Ensures that City residents have the opportunity to elect legally qualified representatives and express their views on City measures by providing for the efficient and legal conduct of regular and special municipal elections.
 - 5 Provide continuous updates to the City Council agendas and reports, public hearing notices, election information and campaign forms, campaign disclosure statements, the Municipal Code, and the calendar of City meetings and events.

Position Summary <i>(before direct labor and overhead cost allocation distribution)</i>					Increase (Decrease) over(under) 2016-17 Projected
<u>Position</u>	<u>2014-15</u> <u>Actual</u>	<u>2015-16</u> <u>Actual</u>	<u>2016-17</u> <u>Projected</u>	<u>2017-18</u> <u>Proposed</u>	
1 City Clerk	1.0	1.0	1.0	1.0	0.00%
	-	-	-	-	
	-	-	-	-	
Total	<u>1.0</u>	<u>1.0</u>	<u>1.0</u>	<u>1.0</u>	0.00%

Expenditure Summary					Increase (Decrease) over(under) 2016-17 Projected
<u>Expenditure Category</u>	<u>2014-15</u> <u>Actual</u>	<u>2015-16</u> <u>Actual</u>	<u>2016-17</u> <u>Projected</u>	<u>2017-18</u> <u>Proposed</u>	
1 Salaries	\$ 73,742	\$ 88,838	\$ 81,224	\$ 88,680	9.18%
2 Benefits	25,284	27,234	27,294	29,036	6.38%
3 Materials & Supplies	5,316	4,520	5,126	5,000	-2.46%
4 Professional/Contractual Services	25,356	15,407	36,800	35,000	-4.89%
5 Utilities	-	-	-	-	
6 Lease of Facility/Equipment	-	-	-	-	
7 Equipment	-	-	-	-	
8 Capital Projects	-	-	-	-	
9 Overhead Cost Allocation	-	-	-	-	
10 Debt Service	-	-	-	-	
11 Transfers Out	-	-	-	-	
	<u>\$ 129,698</u>	<u>\$ 135,999</u>	<u>\$ 150,444</u>	<u>\$ 157,716</u>	4.83%

CITY CLERK

Historical & Cultural Committee (10-804)

The Historical and Cultural Activities Committee preserves the history of Grand Terrace and facilitates cultural activities for the benefit of all citizens in the City. They make continuing efforts to seek out, select, identify and suitably preserve the historical records of Grand Terrace. They enhance all forms of cultural activities and expression in the City and actively promote them. The Committee makes reports and recommendations to the City Council as an advisory committee and keeps minutes of committee proceedings, conducts an Annual Art Show, Country Fair and City Birthday Party.



Susan Petta Park

City of Grand Terrace
FY 2017-18 Proposed Program Detail

Fund:	GENERAL FUND	Fund No.:	10
Dept:	City Clerk		
Program:	Historical & Cultural Committee	Program No.:	804
Program Desc:	The Historical and Cultural Activities Committee preserves the history of Grand Terrace and facilitates cultural activities for the benefit of all citizens in the City.		

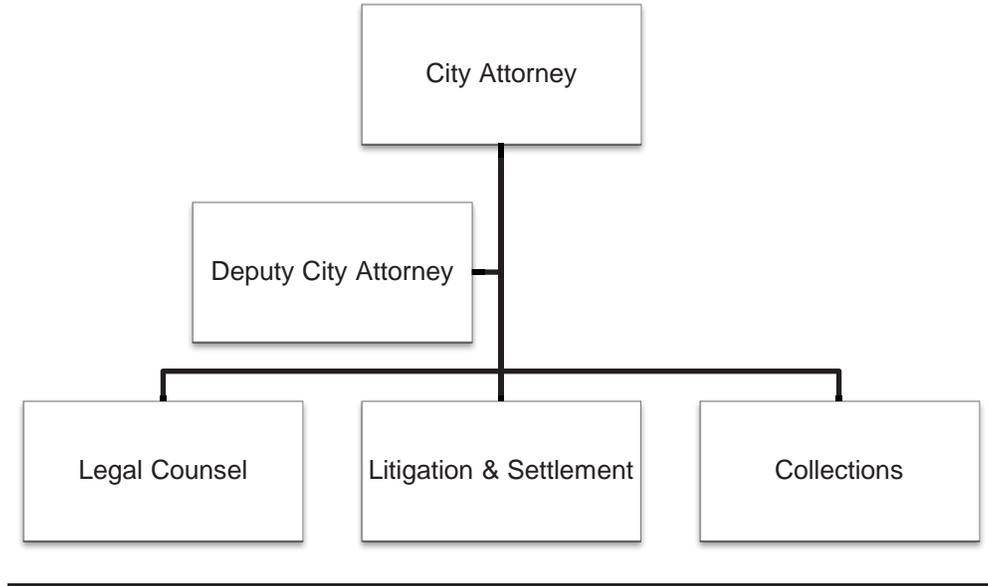
- Program 1 Adopt rules and policies which will guide them in carrying out their responsibilities;
- Services: 2 Make continuing efforts to seek out, select, identify and suitably preserve the historical records of Grand Terrace;
- 3 Enhance all forms of cultural activities and expression in the City and to actively promote them;
- 4 Make reports and recommendations to the City Council as an advisory committee and keep minutes of committee proceedings;
- 5 Conduct an Annual Art Show, County Fair and City Birthday Party;
- 6 Search for articles in the newspapers regarding the City of Grand Terrace.

Position Summary <i>(before direct labor and overhead cost allocation distribution)</i>					Increase (Decrease) over(under) 2016-17 Projected
<u>Position</u>	<u>2014-15</u> <u>Actual</u>	<u>2015-16</u> <u>Actual</u>	<u>2016-17</u> <u>Projected</u>	<u>2017-18</u> <u>Proposed</u>	
	-	-	-	-	
Total	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	

Expenditure Summary					Increase (Decrease) over(under) 2016-17 Projected
<u>Expenditure Category</u>	<u>2014-15</u> <u>Actual</u>	<u>2015-16</u> <u>Actual</u>	<u>2016-17</u> <u>Projected</u>	<u>2017-18</u> <u>Proposed</u>	
1 Salaries	\$ -	\$ -	\$ -	\$ -	
2 Benefits	-	-	-	-	
3 Materials & Supplies	106	17	-	-	
4 Professional/Contractual Services	593	630	320	600	87.50%
5 Utilities	-	-	-	-	
6 Lease of Facility/Equipment	-	-	-	-	
7 Equipment	-	-	-	-	
8 Capital Projects	-	-	-	-	
9 Overhead Cost Allocation	-	-	-	-	
10 Debt Service	-	-	-	-	
11 Transfers Out	-	-	-	-	
Total	<u>\$ 699</u>	<u>\$ 647</u>	<u>\$ 320</u>	<u>\$ 600</u>	87.50%

CITY ATTORNEY

Organization Chart



Department Description

The City Attorney's Office provides a wide range of legal services for City Council, City boards and commissions, and operating departments. This includes the coordinating and monitoring of the investigation, settlement, and litigation arising out of personal injury claims. In addition to defending minor personal injury suits against the City, the City Attorney is also responsible for handling minor collection cases on the City's behalf. The City Attorney's Office provides day-to-day legal advice to City officials and employees, drafts contracts, opinions, resolutions, and ordinances, defends the City, its officers, and employees in civil litigation. The City Attorney prosecutes criminal and civil violations of the City's Municipal Code, provides staff support to the City's administrative code compliance program, represents the City in discovery matters initiated by third parties, and negotiates civil settlements, franchises, and agreements on behalf of the City.

City of Grand Terrace
FY 2017-18 Proposed Program Detail

Fund:	GENERAL FUND	Fund No.:	10
Dept:	City Attorney		
Program:	City Attorney	Program No.:	160

Program Desc: The City Attorney's Office provides a wide range of legal services for City Council, City boards and commissions, and operating departments. This includes the coordinating and monitoring the investigation, settlement, and litigation arising out of personal injury claims; defending minor personal injury suits against the City; and handling minor collection cases on the City's behalf.

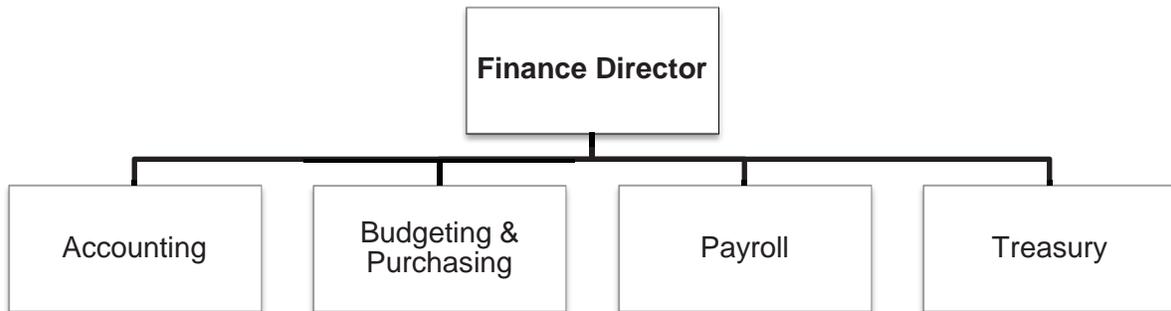
- Program Services:
- 1 Provides day-to-day legal advice to City officials and employees.
 - 2 Drafts contracts, opinions, resolutions, and ordinances.
 - 3 Defends the City, its officers, and employees in civil litigation.
 - 4 Prosecutes criminal and civil violations of the City's Municipal Code.
 - 5 Provides staff support to the City's administrative code compliance program.
 - 6 Represents the City in discovery matters initiated by third parties.

Position Summary <i>(before direct labor and overhead cost allocation distribution)</i>					Increase (Decrease) over(under) 2016-17 Projected
<u>Position</u>	<u>2014-15</u> <u>Actual</u>	<u>2015-16</u> <u>Actual</u>	<u>2016-17</u> <u>Projected</u>	<u>2017-18</u> <u>Proposed</u>	
Total	-	-	-	-	

Expenditure Summary					Increase (Decrease) over(under) 2016-17 Projected
<u>Expenditure Category</u>	<u>2014-15</u> <u>Actual</u>	<u>2015-16</u> <u>Actual</u>	<u>2016-17</u> <u>Projected</u>	<u>2017-18</u> <u>Proposed</u>	
1 Salaries	\$ -	\$ -	\$ -	\$ -	
2 Benefits	-	-	-	-	
3 Materials & Supplies	-	-	-	-	
4 Professional/Contractual Services	63,772	64,967	65,000	96,000	47.69%
5 Utilities	-	-	-	-	
6 Lease of Facility/Equipment	-	-	-	-	
7 Equipment	-	-	-	-	
8 Capital Projects	-	-	-	-	
9 Overhead Cost Allocation	-	-	-	-	
10 Debt Service	-	-	-	-	
11 Transfers Out	-	-	-	-	
Total	\$ 63,772	\$ 64,967	\$ 65,000	\$ 96,000	47.69%

FINANCE

Organization Chart



Department Description

The Finance Department is responsible for all financial transactions of City business and provides various support services to other City departments. These services include financial reporting, budget coordination, cash management, payroll, accounts payable, business licensing, cashiering, and debt administration. The Finance Department coordinates the preparation of the City-wide budget and develops and administers the Proposed budget; maintains the City's financial records and coordinates the annual financial City audits, is responsible for all financial related reporting to management and the City Council, issues business licenses to various businesses within the City, as well as to contractors outside the City; is responsible for daily cash management, including cash receipting and accounts receivable. Processes purchase orders and performs accounts payable and payroll functions/ maintain the investment portfolio; handle the administration of all City debts.

Cost Centers – Finance

1. Finance (10-140)
2. Non-Departmental (10-190)
3. Overhead Cost Allocation (10-999)



City of Grand Terrace
FY 2017-18 Proposed Program Detail

Fund: GENERAL FUND Fund No.: 10
 Dept: Finance
 Program: **Finance** Program No.: 140

Program Desc: The Finance Department is responsible for all financial transactions of City business and provides various support services to other City departments. These services include financial reporting, budget coordination, cash management, payroll, accounts payable, business licensing, cashiering and debt administration.

- Program Services:
- 1 Coordinate the preparation of the City-wide budget and develop and administer the Proposed budget;
 - 2 Maintain the City's financial records and coordinate the annual financial City audits;
 - 3 Responsible for all financial related reporting to management and the City Council;
 - 4 Issue business licenses to various businesses within the City, as well as to contractors outside the City;
 - 5 Responsible for daily cash management, including cash receipting and accounts receivable;
 - 6 Process purchase orders and perform the accounts payable and payroll functions;
 - 8 Handle the administration of all City debts.

Position Summary (before direct labor and overhead cost allocation distribution)					Increase (Decrease) over(under) 2016-17 Projected
<u>Position</u>	<u>2014-15</u> <u>Actual</u>	<u>2015-16</u> <u>Actual</u>	<u>2016-17</u> <u>Projected</u>	<u>2017-18</u> <u>Proposed</u>	
1 Budget Officer	1.0	-	1.0	1.0	0.00%
2 Financial Analyst	-	-	-	1.0	
3 Management Analyst	-	-	-	1.0	
4 Principal Accountant (P/T)	-	-	1.0	1.0	0.00%
Total	1.0	-	2.0	4.0	100.00%

Expenditure Summary					Increase (Decrease) over(under) 2016-17 Projected
<u>Expenditure Category</u>	<u>2014-15</u> <u>Actual</u>	<u>2015-16</u> <u>Actual</u>	<u>2016-17</u> <u>Projected</u>	<u>2017-18</u> <u>Proposed</u>	
1 Salaries	\$ 10,746	\$ -	\$ -	\$ 200,080	
2 Benefits	10,170	6	-	79,335	
3 Materials & Supplies	6,340	10,317	8,400	7,500	-10.71%
4 Professional/Contractual Services	381,114	444,008	500,558	112,000	-77.62%
5 Utilities	-	-	-	-	
6 Lease of Facility/Equipment	1,612	2,280	3,000	3,000	0.00%
7 Equipment	-	-	-	-	
8 Capital Projects	-	-	-	-	
9 Overhead Cost Allocation	-	-	-	-	
10 Debt Service	-	-	-	-	
11 Transfers Out	-	-	-	-	
Total	\$ 409,982	\$ 456,611	\$ 511,958	\$ 401,915	-21.49%

FINANCE

Non-Departmental (10-190/10-999)

The General Government (Non Department) Fund is comprised of services used by all departments which are not directly chargeable to any specific department and includes various general expenditures not attributable to any specific program: postage and mailing for all City correspondence, pre-employment physicals and background checks, copy machine costs, maintenance and supplies, general utilities, City membership due in regional bodies (SANBAG, SCAG, League of California Cities), liability and Workers Compensation Insurance, administrative fees and expenditures shared citywide or not assigned to any department

The General Government (Non Department) Fund accounts for the overhead cost allocation of General Fund City departments and various other cost centers and programs to record calculated overhead costs chargeable to various departments and programs as established in the approved budget, using a reasonably equitable basis for the allocation of costs.



Blue Mountain Trail

City of Grand Terrace
FY 2017-18 Proposed Program Detail

Fund:	GENERAL FUND	Fund No.:	10
Dept:	General Government		
Program:	General Government (Non-Dept)	Program No.:	190

Program Desc: Non- departmental is comprised of services used by all departments which are not directly chargeable to any specific department and includes various general expenditures not attributable to any specific program.

- Program 1 Postage and mailing for all City correspondence;
 Services: 2 Pre-employment physicals and background checks;
 3 Copy machine costs, maintenance and supplies;
 4 General utilities;
 5 City membership due in regional bodies (SANBAG, SCAG, League of California Cities);
 6 Liability and Worker's Compensation Insurance;
 8 Expenditures shared citywide or not assigned to any department.

Position Summary <i>(before direct labor and overhead cost allocation distribution)</i>					Increase (Decrease) over(under) 2016-17 Projected
<u>Position</u>	<u>2014-15</u> <u>Actual</u>	<u>2015-16</u> <u>Actual</u>	<u>2016-17</u> <u>Projected</u>	<u>2017-18</u> <u>Proposed</u>	
	-	-	-	-	
	-	-	-	-	
	-	-	-	-	
	-	-	-	-	
Total	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	

Expenditure Summary					Increase (Decrease) over(under) 2016-17 Projected
<u>Expenditure Category</u>	<u>2014-15</u> <u>Actual</u>	<u>2015-16</u> <u>Actual</u>	<u>2016-17</u> <u>Projected</u>	<u>2017-18</u> <u>Proposed</u>	
1 Salaries	\$ -	\$ -	\$ -	\$ -	
2 Benefits	124,607	24,023	156,686	55,897	-64.33%
3 Materials & Supplies	44,285	40,414	57,500	50,181	-12.73%
4 Professional/Contractual Services	290,787	220,304	198,164	225,451	13.77%
5 Utilities	63,663	65,224	67,803	65,000	-4.13%
6 Lease of Facility/Equipment	-	-	-	-	
7 Equipment	-	-	-	-	
8 Capital Projects	-	-	-	-	
9 Overhead Cost Allocation	-	-	-	-	
10 Debt Service	254,847	254,848	-	-	
11 Transfers Out	90,927	90,354	101,500	90,800	-10.54%
Total	<u>\$ 869,116</u>	<u>\$ 695,167</u>	<u>\$ 581,653</u>	<u>\$ 487,329</u>	-16.22%

PLANNING & DEVELOPMENT SERVICES DEPARTMENT

Organization Chart



Grand Terrace City Hall Front Counter

PLANNING & DEVELOPMENT SERVICES DEPARTMENT

Department Description

The Planning & Development Services Department provides planning, , zoning, code enforcement, and supports economic development services. The Department advises, administers and implements policies established by the Planning Commission and City Council on matters concerning the orderly growth, and physical and economic development of the City. The Department processes development cases and responds to numerous counter and phone inquiries, is responsible for implementation and update of the City's General Plan, the City Zoning Code and Specific Plans, processing of zoning and sign code enforcement cases, participation in SANBAG's comprehensive transportation plan development and participation in the Greenhouse Gas Reduction Plan.

Cost Centers – Planning & Development

1. Planning & Development – Planning (10-370)
2. Planning Commission (10-801)
3. Building & Safety (10-172)
4. Code Enforcement (10-185)
5. Enforcement Programs (10-187)



Grand Terrace Fitness Park

City of Grand Terrace
FY 2017-18 Proposed Program Detail

Fund: GENERAL FUND Fund No.: 10
 Dept: Planning & Development Services
 Program: **Community & Economic Dev** Program No.: 370

Program Desc: Provide planning, economic development, zoning, code enforcement, and development services. Advises, administers and implements policies established by the Planning Commission and City Council on matters concerning the orderly growth, and physical and economic development of the City.

- Program Services:
- 1 Processes development cases and responds to numerous counter and phone inquiries;
 - 2 Issues environmental clearances, monitors and evaluates project entitlement conditions for S&A, CUP, etc.;
 - 3 Responsible for implementation and updating of the City General Plan;
 - 4 Responsible for implementation and updating of the City Zoning Code and Specific Plans;
 - 5 Processes zoning and sign code enforcement cases;
 - 6 Participates in SANBAG's comprehensive transportation plan development;

Position Summary <i>(before direct labor and overhead cost allocation distribution)</i>					Increase (Decrease) over(under) 2016-17 Projected
<u>Position</u>	<u>2014-15</u> <u>Actual</u>	<u>2015-16</u> <u>Actual</u>	<u>2016-17</u> <u>Projected</u>	<u>2017-18</u> <u>Proposed</u>	
1 Planning & Dev. Svcs. Director	-	-	1.0	1.0	0.00%
2 Community Dev. Director	1.0	1.0	-	-	
3 Assistant Planner	-	-	1.0	1.0	0.00%
4 Planning Technician (P/T)	-	0.5	-	-	
Total	1.0	1.5	2.0	2.0	0.00%

Expenditure Summary					Increase (Decrease) over(under) 2016-17 Projected
<u>Expenditure Category</u>	<u>2014-15</u> <u>Actual</u>	<u>2015-16</u> <u>Actual</u>	<u>2016-17</u> <u>Projected</u>	<u>2017-18</u> <u>Proposed</u>	
1 Salaries	\$ 108,765	\$ 122,091	\$ 140,104	\$ 192,977	37.74%
2 Benefits	55,702	40,492	100,143	111,928	11.77%
3 Materials & Supplies	1,322	3,366	2,986	3,900	30.61%
4 Professional/Contractual Services	3,663	42,627	21,982	33,000	50.12%
5 Utilities	-	-	-	-	
6 Lease of Facility/Equipment	-	-	-	-	
7 Equipment	-	-	-	-	
8 Capital Projects	-	-	-	-	
9 Overhead Cost Allocation	-	-	-	-	
10 Debt Service	-	-	-	-	
11 Transfers Out	-	-	-	-	
Total	\$ 169,452	\$ 208,576	\$ 265,215	\$ 341,805	28.88%

PLANNING & DEVELOPMENT SERVICES DEPARTMENT

Planning Commission (10-801)

The Planning Commission is an Advisory Board to the City Council as approved by State Government Code, and set in the Municipal Code and general procedures. The Planning Commission also serves as the Architectural Review Board and Board of Appeals on Code Enforcement, Planning, and Building and Fire issues. The Planning Commission adopts rules and policies which will guide the Commission in carrying out their responsibilities; issue legally binding decisions and determine Conditions of Approval on planning projects within the City, develop and maintain a General Plan, develop and maintain the City Zoning Code, and develop such Specific Plans as may be necessary or desirable.



Mount Vernon Avenue

City of Grand Terrace
FY 2017-18 Proposed Program Detail

Fund: GENERAL FUND Fund No.: 10
 Dept: Planning & Development Services
 Program: **Planning Commission** Program No.: 801

Program Desc: The Planning Commission is an Advisory Body to the City Council as approved by State Government Code, and set in the Municipal Code and general procedures. The Planning Commission also serves as the Architectural Review Board and Board of Appeals on Code Enforcement, Planning , Building and Fire issues.

- Program 1 To adopt rules and policies which will guide the commission in carrying out their responsibilities;
 Services: 2 Issue legally binding decisions and determine conditions of approval on Planning projects within the City;
 3 Develop and maintain a General Plan;
 4 Develop and maintain the City Zoning Code;
 5 Develop such specific plans as maybe necessary or desirable.

Position Summary <i>(before direct labor and overhead cost allocation distribution)</i>					Increase (Decrease) over(under) 2016-17 Projected
<u>Position</u>	<u>2014-15</u> <u>Actual</u>	<u>2015-16</u> <u>Actual</u>	<u>2016-17</u> <u>Projected</u>	<u>2017-18</u> <u>Proposed</u>	
1 Planning Commissioners	5.0	5.0	5.0	5.0	0.00%
	-	-	-	-	
	-	-	-	-	
	-	-	-	-	
Total	5.0	5.0	5.0	5.0	0.00%

Expenditure Summary					Increase (Decrease) over(under) 2016-17 Projected
<u>Expenditure Category</u>	<u>2014-15</u> <u>Actual</u>	<u>2015-16</u> <u>Actual</u>	<u>2016-17</u> <u>Projected</u>	<u>2017-18</u> <u>Proposed</u>	
1 Salaries	\$ 1,650	\$ 1,400	\$ 400	\$ 3,000	650.00%
2 Benefits	107	455	208	310	49.10%
3 Materials & Supplies	-	374	3,000	3,000	0.00%
4 Professional/Contractual Services	-	-	-	-	
5 Utilities	-	-	-	-	
6 Lease of Facility/Equipment	-	-	-	-	
7 Equipment	-	-	-	-	
8 Capital Projects	-	-	-	-	
9 Overhead Cost Allocation	-	-	-	-	
10 Debt Service	-	-	-	-	
11 Transfers Out	-	-	-	-	
Total	\$ 1,757	\$ 2,229	\$ 3,608	\$ 6,310	74.89%

PLANNING & DEVELOPMENT SERVICES DEPARTMENT

Building and Safety (10-172)

This program ensures that all structures built in the City of Grand Terrace meet all acceptable state-mandated laws and uniform building codes as incorporated into the City's Municipal Code. It also ensures compliance with all zoning, signage, and noise ordinances. Building and Safety is responsible for code enforcement of building and safety violations, building inspections and permit issuance. They provide plan check services for new and existing residential housing, apartments, lots, splits, tracks and grading plans. They provide plan check services for new and existing commercial buildings, site plans, grading plans, tenant improvements and signage, perform all field investigations and construction inspections, provide information on building, electrical, plumbing, mechanical and code information. This department section maintains records and provides information to county, state and federal agencies on building activity.



Barton Road establishments

City of Grand Terrace
FY 2017-18 Proposed Program Detail

Fund: GENERAL FUND Fund No.: 10
 Dept: Planning & Development Services
 Program: **Building & Safety** Program No.: 172

Program Desc: This program ensures that all structures built in the City of Grand Terrace meet all acceptable state-mandated laws and uniform building codes as incorporated into the City's Municipal Code. It also ensures compliance with all zoning, signage and noise ordinances.

- Program 1 Responsible for code enforcement of building and safety violations.
 Services: 2 Responsible for all building inspections and permit issuance.
 3 Provides plan check services for new and existing residential housing, apartments, lots, splits, tracks and grading plans.
 4 Provides plan check services for new and existing commercial buildings, site plans, grading plans, tenant improvements and signage.
 5 Performs all field investigations and construction inspections.
 6 Provides information on building, electrical, plumbing, mechanical and code information.

Position Summary <i>(before direct labor and overhead cost allocation distribution)</i>					Increase (Decrease) over(under) 2016-17 Projected
<u>Position</u>	<u>2014-15</u> <u>Actual</u>	<u>2015-16</u> <u>Actual</u>	<u>2016-17</u> <u>Projected</u>	<u>2017-18</u> <u>Proposed</u>	
1 Building Official (P/T)	-	-	0.5	0.5	0.00%
2 Building Permit Technician	-	1.0	1.0	1.0	0.00%
	-	-	-	-	
Total	-	1.0	1.5	1.5	0.00%

Expenditure Summary					Increase (Decrease) over(under) 2016-17 Projected
<u>Expenditure Category</u>	<u>2014-15</u> <u>Actual</u>	<u>2015-16</u> <u>Actual</u>	<u>2016-17</u> <u>Projected</u>	<u>2017-18</u> <u>Proposed</u>	
1 Salaries	\$ 41,671	\$ 45,310	\$ 23,116	\$ 37,624	62.76%
2 Benefits	15,174	13,284	10,780	17,068	58.33%
3 Materials & Supplies	2,727	1,976	3,452	2,500	-27.58%
4 Professional/Contractual Services	91,236	106,972	98,904	21,500	-78.26%
5 Utilities	806	1,072	1,270	1,000	-21.26%
6 Lease of Facility/Equipment	-	-	-	-	
7 Equipment	-	-	-	-	
8 Capital Projects	-	-	-	-	
9 Overhead Cost Allocation	-	-	-	-	
10 Debt Service	-	-	-	-	
11 Transfers Out	-	-	-	-	
Total	\$ 151,614	\$ 168,614	\$ 137,522	\$ 79,692	-42.05%

PLANNING & DEVELOPMENT SERVICES DEPARTMENT

Code Enforcement (10-185)

Code Enforcement, which includes the Rental Inspection Program, ensures that single family and multi-family rentals within the City are maintained in a satisfactory manner, which in turn increases property values and improves public safety. The Program provides an annual inspection of single family rentals for compliance with the Municipal Code and the Uniform Housing Code, provides annual inspections of multi-family rentals for compliance with the Municipal Code and the Uniform Housing Code, and provides annual inspections of apartment rentals for compliance with the Municipal Code and the Uniform Housing Code.



Street Sweeping Sign - Warbler Ave.

City of Grand Terrace
FY 2017-18 Proposed Program Detail

Fund: GENERAL FUND Fund No.: 10
 Dept: Planning & Development Services
 Program: **Rental Inspection Program** Program No.: 185

Program Desc: The Rental Inspection Program's main purpose is to make sure that single family and multi-family rentals within the City are maintained in a satisfactory manner, which in turn increases property values and improves public safety.

- Program Services:
- 1 Annual inspection of single family rentals for compliance with the municipal code & the Uniform Housing Code.
 - 2 Annual inspection of multi- family rentals for compliance with the municipal code & the Uniform Housing Code.
 - 3 Annual inspection of apartment rentals for compliance with the municipal code & the Uniform Housing Code.

Position Summary <i>(before direct labor and overhead cost allocation distribution)</i>					Increase (Decrease) over(under) 2016-17 Projected
<u>Position</u>	<u>2014-15</u> <u>Actual</u>	<u>2015-16</u> <u>Actual</u>	<u>2016-17</u> <u>Projected</u>	<u>2017-18</u> <u>Proposed</u>	
1 Sr. Code Enforcement Officer	1.0	1.0	1.0	1.0	0.00%
2 Code Enforcement Specialist (P/T)	-	0.5	0.5	0.5	0.00%
3 Office Specialist (P/T)	-	-	0.5	1.0	100.00%
	-	-	-	-	
Total	1.0	1.5	2.0	2.5	25.00%

Expenditure Summary					Increase (Decrease) over(under) 2016-17 Projected
<u>Expenditure Category</u>	<u>2014-15</u> <u>Actual</u>	<u>2015-16</u> <u>Actual</u>	<u>2016-17</u> <u>Projected</u>	<u>2017-18</u> <u>Proposed</u>	
1 Salaries	\$ 40,051	\$ 49,671	\$ 66,018	\$ 70,165	6.28%
2 Benefits	30,957	15,746	44,006	57,730	31.19%
3 Materials & Supplies	1,753	10,012	3,300	5,200	57.58%
4 Professional/Contractual Services	-	1,900	1,275	500	-60.78%
5 Utilities	-	-	-	-	
6 Lease of Facility/Equipment	-	-	-	-	
7 Equipment	-	-	-	-	
8 Capital Projects	-	-	-	-	
9 Overhead Cost Allocation	-	-	-	-	
10 Debt Service	-	-	-	-	
11 Transfers Out	-	-	-	-	
Total	\$ 72,761	\$ 77,329	\$ 114,599	\$ 133,595	16.58%

PLANNING & DEVELOPMENT SERVICES DEPARTMENT

Enforcement Program (10-187)

The Enforcement Program addresses code violations on public and private properties within the City limits in order to protect the health and safety of the residents in the community. The City contracts with the City of San Bernardino Police Department for animal control services. The City contracts with the City of San Bernardino Fire Department for household hazardous waste services.



Westwood Street

City of Grand Terrace
FY 2017-18 Proposed Program Detail

Fund:	GENERAL FUND	Fund No.:	10
Dept:	Planning & Development Services		
Program:	Enforcement Program	Program No.:	187
Program Desc:	To address code violations on public and private properties within the City limits in order to protect the health and safety of the residents in the community.		

Program 1 The City contracts with the City of San Bernardino for animal control services.
 Services: 2 The City contracts with the City of San Bernardino Fire Department for household hazardous waste services.

Position Summary <i>(before direct labor and overhead cost allocation distribution)</i>					Increase (Decrease) over(under) 2016-17 Projected
<u>Position</u>	<u>2014-15</u> <u>Actual</u>	<u>2015-16</u> <u>Actual</u>	<u>2016-17</u> <u>Projected</u>	<u>2017-18</u> <u>Proposed</u>	
	-	-	-	-	
	-	-	-	-	
	-	-	-	-	
	-	-	-	-	
Total	-	-	-	-	

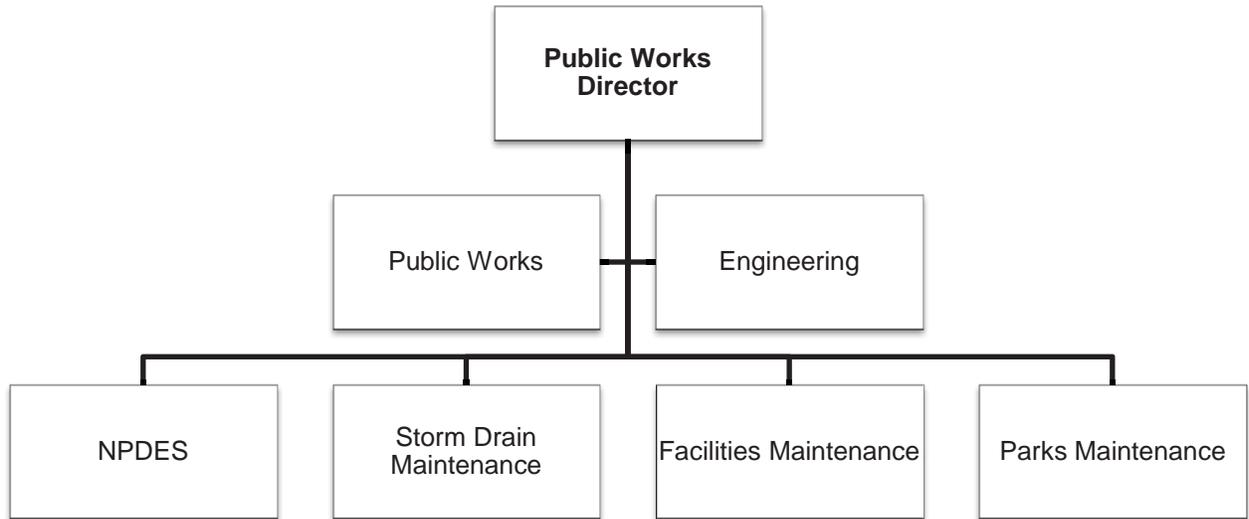
Expenditure Summary					Increase (Decrease) over(under) 2016-17 Projected
<u>Expenditure Category</u>	<u>2014-15</u> <u>Actual</u>	<u>2015-16</u> <u>Actual</u>	<u>2016-17</u> <u>Projected</u>	<u>2017-18</u> <u>Proposed</u>	
1 Salaries	\$ -	\$ -	\$ -	\$ -	
2 Benefits	-	-	-	-	
3 Materials & Supplies	-	-	-	-	
4 Professional/Contractual Services	182,174	205,370	202,532	207,772	2.59%
5 Utilities	-	-	-	-	
6 Lease of Facility/Equipment	-	-	-	-	
7 Equipment	-	-	-	-	
8 Capital Projects	-	-	-	-	
9 Overhead Cost Allocation	-	-	-	-	
10 Debt Service	-	-	-	-	
11 Transfers Out	-	-	-	-	
Total	\$ 182,174	\$ 205,370	\$ 202,532	\$ 207,772	2.59%

This page left intentionally blank.



PUBLIC WORKS DEPARTMENT

Organization Chart



Susan Petta Park

PUBLIC WORKS DEPARTMENT

Department Description

The Public Works Department provides engineering and public works/maintenance services. The Department administers and implements policies that enhance the safety and aesthetic environment of the City for its residents, businesses, and outside visitors. This includes maintaining and rehabilitating all City landscape, roads, traffic signals, parks, and parking lots in accordance with the City's goals. The Department also responds to numerous counter and phone inquiries, issues environmental clearances, monitors and evaluates project entitlement conditions for S&A, CUP, etc.

Cost Centers – Public Works

1. Parks Maintenance (10-450)
2. National Pollution Discharge Elimination System (10-625)
3. Storm Drain Maintenance (10-631)
4. Public Works (10-175)
5. Facilities Maintenance (10-195)



Grand Terrace City Hall

PUBLIC WORKS DEPARTMENT

Parks Maintenance (10-450)

Parks Maintenance, under the direction of the Public Works Director, maintains Richard Rollins Park, Pico Park, the Grand Terrace Senior Center, Child Care Center, Civic Center/Library Complex, and various greenbelt areas located throughout the city. Parks Maintenance is responsible for the daily upkeep of all landscaped parks and parkways at City owned facilities, weekly mowing of over 30 acres of park area and the maintenance of three acres of landscaping. This section also maintains over 300 sprinklers and irrigation controllers, and is responsible for the repair and installation of ball field lights, park irrigation, and ancillary support functions.



Grand Terrace Fitness Park

City of Grand Terrace
FY 2017-18 Proposed Program Detail

Fund: GENERAL FUND Fund No.: 10
 Dept: Public Works
 Program: **Parks Maintenance** Program No.: 450

Program Desc: Parks maintenance, under the direction of the Public Works director is implemented through the Parks Maintenance Division. The division maintains Richard Rollins Park, Pico Park, the Grand Terrace Senior Center, Child Care Center, Civic Center/Library Complex and various greenbelt areas.

- Program 1 Daily upkeep of all landscaped parks and parkways at City owned facilities;
 Services: 2 Weekly mowing of over 30 acres of park area and the maintenance of 3 acres of landscaping;
 3 Maintenance of over 300 sprinklers and irrigation controllers;
 4 Maintenance of the Civic Center/Library, Child Care Center, Senior Center and park support facilities;
 5 Repair and installation of ball field lights, park irrigation and ancillary support functions.

Position Summary (before direct labor and overhead cost allocation distribution)					Increase (Decrease) over(under) 2016-17 Projected
<u>Position</u>	<u>2014-15</u> <u>Actual</u>	<u>2015-16</u> <u>Actual</u>	<u>2016-17</u> <u>Projected</u>	<u>2017-18</u> <u>Proposed</u>	
1 Maintenance Crew Lead	1.0	1.0	1.0	1.0	0.00%
2 Maintenance Crew Lead (P/T)	-	-	0.5	-	-100.00%
3 Maintenance Worker I	1.0	1.0	2.0	-	-100.00%
4 Maintenance Worker II	1.0	1.0	1.0	3.0	200.00%
Total	3.0	3.0	4.5	4.0	-11.11%

Expenditure Summary					Increase (Decrease) over(under) 2016-17 Projected
<u>Expenditure Category</u>	<u>2014-15</u> <u>Actual</u>	<u>2015-16</u> <u>Actual</u>	<u>2016-17</u> <u>Projected</u>	<u>2017-18</u> <u>Proposed</u>	
1 Salaries	\$ 20,850	\$ 31,368	\$ 33,652	\$ 48,905	45.33%
2 Benefits	9,271	11,447	25,065	34,765	38.70%
3 Materials & Supplies	1,074	1,137	1,434	1,200	-16.32%
4 Professional/Contractual Services	74,231	82,050	83,440	70,300	-15.75%
5 Utilities	46,348	35,028	41,052	40,000	-2.56%
6 Lease of Facility/Equipment	-	-	-	-	
7 Equipment	-	-	-	-	
8 Capital Projects	-	-	-	-	
9 Overhead Cost Allocation	-	-	-	-	
10 Debt Service	-	-	-	-	
11 Transfers Out	-	-	-	-	
Total	\$ 151,774	\$ 161,030	\$ 184,643	\$ 195,170	5.70%

PUBLIC WORKS DEPARTMENT

National Pollution Discharge & Elimination System (10-625)

The Public Works Department administers the City's National Pollutant Discharge Elimination System (NPDES) Program in order to comply with the water discharge requirements of urban storm water, from areas of San Bernardino County within the Santa Ana Region to waters of the US (general fund portion). The Department obtains permits from the Santa Ana Regional Water Control Board, provides an effective storm water management program and ensures that discharge of storm water into the various drainage channels and washes throughout the City complies with the standards set by the Santa Ana Regional Water Control Board. The Program provides public information/education and outreaches to businesses and residents and enforces a County-wide permit through inspections and education.



De Berry Street

City of Grand Terrace
FY 2017-18 Proposed Program Detail

Fund: GENERAL FUND Fund No.: 10
 Dept: Public Works
 Program: **National Pollution Discharge & Elimination System (NPDES)** Program No.: 625

Program Desc: Administer the City's National Pollutant Discharge Elimination System (NPDES) Program in order to comply with the water discharge requirements of urban storm water, from areas of San Bernardino County within the Santa Ana Region to waters of the US (general fund portion).

Program Services: 1 Obtain a permit from the Santa Ana Regional Water Control Board;
 2 Provide an effective storm water management program and ensure that discharge of storm water into the various drainage channels and washes throughout the City complies with the standards set by the Santa Ana Regional Water Control Board.
 3 To provide public information/education and out reach to businesses and residents;
 4 To enforce a County-wide permit through inspections and education.

Position Summary (before direct labor and overhead cost allocation distribution)					Increase (Decrease) over(under) 2016-17 Projected
<u>Position</u>	<u>2014-15</u> <u>Actual</u>	<u>2015-16</u> <u>Actual</u>	<u>2016-17</u> <u>Projected</u>	<u>2017-18</u> <u>Proposed</u>	
	-	-	-	-	
	-	-	-	-	
	-	-	-	-	
	-	-	-	-	
Total	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	

Expenditure Summary					Increase (Decrease) over(under) 2016-17 Projected
<u>Expenditure Category</u>	<u>2014-15</u> <u>Actual</u>	<u>2015-16</u> <u>Actual</u>	<u>2016-17</u> <u>Projected</u>	<u>2017-18</u> <u>Proposed</u>	
1 Salaries	\$ 8,369	\$ -	\$ -	\$ -	
2 Benefits	3,270	-	-	-	
3 Materials & Supplies	-	100	-	-	
4 Professional/Contractual Services	29,093	45,164	36,545	40,000	9.45%
5 Utilities	-	-	-	-	
6 Lease of Facility/Equipment	-	-	-	-	
7 Equipment	-	-	-	-	
8 Capital Projects	-	-	-	-	
9 Overhead Cost Allocation	-	-	-	-	
10 Debt Service	-	-	-	-	
11 Transfers Out	-	-	-	-	
Total	<u>\$ 40,732</u>	<u>\$ 45,264</u>	<u>\$ 36,545</u>	<u>\$ 40,000</u>	9.45%

PUBLIC WORKS DEPARTMENT

Storm Drain Maintenance (10-631)

The Department maintains the storm drain system. This department is responsible for cleaning storm drains per requirements set forth by the County Storm Water Program. The department also takes videos of storm drains for maintenance purposes.



Stater Bros – Barton Road

**City of Grand Terrace
FY 2017-18 Proposed Program Detail**

Fund:	GENERAL FUND	Fund No.:	10
Dept:	Public Works		
Program:	Storm Drain Maintenance	Program No.:	631
Program	Maintains the storm drain system.		
Desc:			

Program 1 Clean storm drains per requirements set forth by the County storm water permit;
 Services: 2 Video storm drains for maintenance purposes.

Position Summary <i>(before direct labor and overhead cost allocation distribution)</i>					Increase (Decrease) over(under) 2016-17 Projected
<u>Position</u>	<u>2014-15</u> <u>Actual</u>	<u>2015-16</u> <u>Actual</u>	<u>2016-17</u> <u>Projected</u>	<u>2017-18</u> <u>Proposed</u>	
	-	-	-	-	
	-	-	-	-	
	-	-	-	-	
	-	-	-	-	
Total	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	

Expenditure Summary					Increase (Decrease) over(under) 2016-17 Projected
<u>Expenditure Category</u>	<u>2014-15</u> <u>Actual</u>	<u>2015-16</u> <u>Actual</u>	<u>2016-17</u> <u>Projected</u>	<u>2017-18</u> <u>Proposed</u>	
1 Salaries	\$ -	\$ -	\$ -	\$ -	
2 Benefits	-	-	-	-	
3 Materials & Supplies	-	-	-	-	
4 Professional/Contractual Services	1,420	17,530	18,300	20,000	9.29%
5 Utilities	-	-	-	-	
6 Lease of Facility/Equipment	-	-	-	-	
7 Equipment	-	-	-	-	
8 Capital Projects	-	-	-	-	
9 Overhead Cost Allocation	-	-	-	-	
10 Debt Service	-	-	-	-	
11 Transfers Out	-	-	-	-	
Total	<u>\$ 1,420</u>	<u>\$ 17,530</u>	<u>\$ 18,300</u>	<u>\$ 20,000</u>	9.29%

PUBLIC WORKS DEPARTMENT

Public Works (10-175)

The Public Works Division has the responsibility over City infrastructures of sewer, water, gas, telephone, cable, and electric systems that fall within the public right of way. The Division coordinates plans and permits with utility companies, reviews plans and prepares permits and inspection work for tracts, and major commercial developments, reviews all off-site plans for water, street, sewer and storm drains. They maintain all original sewer, water, street improvement, storm drain, tract, parcel maps, record of survey, address maps, street lighting, signal maps including files for all capital improvement projects, prepare plans, specifications and contracts for City infrastructure capital projects, coordinate and monitor maintenance alerts.



Grand Terrace Fire Station

City of Grand Terrace
FY 2017-18 Proposed Program Detail

Fund:	GENERAL FUND	Fund No.:	10
Dept:	Public Works		
Program:	Public Works	Program No.:	175
Program Desc:	The Public Works Division has the responsibility over City infrastructures of sewer, water, gas, telephone, cable, and electric systems that fall within the public right of way.		

- Program 1 Coordinates plans and permits with utility companies;
- Services: 2 Review plans and prepare permits and inspection work for tracts, and major commercial developments;
- 3 Review all off-site plans for water, street, sewer and storm drains;
- 4 Maintain all original sewer, water, street improvement, storm drain, tract, parcel maps, record of survey, address maps, street lighting, signal maps including files for all capital improvement projects;
- 5 Prepare plans, specifications and contracts for City infrastructure capital projects;
- 6 Coordinates and monitors maintenance alerts;

Position Summary <i>(before direct labor and overhead cost allocation distribution)</i>					Increase (Decrease) over(under) 2016-17 Projected
<u>Position</u>	<u>2014-15</u> <u>Actual</u>	<u>2015-16</u> <u>Actual</u>	<u>2016-17</u> <u>Projected</u>	<u>2017-18</u> <u>Proposed</u>	
1 Community Development Director	-	-	-	-	
2 Public Work Director	-	-	1.0	1.0	0.00%
3 Management Analyst	1.0	1.0	1.0	1.0	
4 Department Secretary	1.0	1.0	1.0	1.0	0.00%
5 Bus Driver	-	-	-	-	
Total	<u>2.0</u>	<u>2.0</u>	<u>3.0</u>	<u>3.0</u>	0.00%

Expenditure Summary					Increase (Decrease) over(under) 2016-17 Projected
<u>Expenditure Category</u>	<u>2014-15</u> <u>Actual</u>	<u>2015-16</u> <u>Actual</u>	<u>2016-17</u> <u>Projected</u>	<u>2017-18</u> <u>Proposed</u>	
1 Salaries	\$ 123,114	\$ 107,216	\$ 130,040	\$ 147,526	13.45%
2 Benefits	52,621	65,461	87,785	61,028	-30.48%
3 Materials & Supplies	15,522	20,570	28,834	17,000	-41.04%
4 Professional/Contractual Services	25,722	71,877	53,874	44,000	-18.33%
5 Utilities	806	994	1,270	1,000	-21.26%
6 Lease of Facility/Equipment	2,437	5,738	7,442	5,000	-32.81%
7 Equipment	-	-	-	-	
8 Capital Projects	-	-	-	-	
9 Overhead Cost Allocation	-	-	-	-	
10 Debt Service	-	-	-	-	
11 Transfers Out	-	-	-	-	
Total	<u>\$ 220,222</u>	<u>\$ 271,856</u>	<u>\$ 309,245</u>	<u>\$ 275,554</u>	-10.89%

PUBLIC WORKS DEPARTMENT

Facilities Maintenance (10-195)

Facilities Maintenance provides management and administration of in-house and contract maintenance repair services for the Civic Center and all other City facilities and parks. They provide day-to-day maintenance operations of the various City facilities; oversee a preventative maintenance program, including cleaning services and pest control. They maintain City parks and grounds, city-wide trees, provide for the maintenance of the Civic Center security system, oversee the HVAC service agreement contract, and provide for custodial, locksmith and security services.



Terrace Hills Middle School

City of Grand Terrace
FY 2017-18 Proposed Program Detail

Fund:	GENERAL FUND	Fund No.:	10
Dept:	Public Works		
Program:	Facilities Maintenance	Program No.:	195
Program Desc:	Provide management and administration of in-house and contract maintenance repair services for the Civic Center and all other City facilities and parks.		

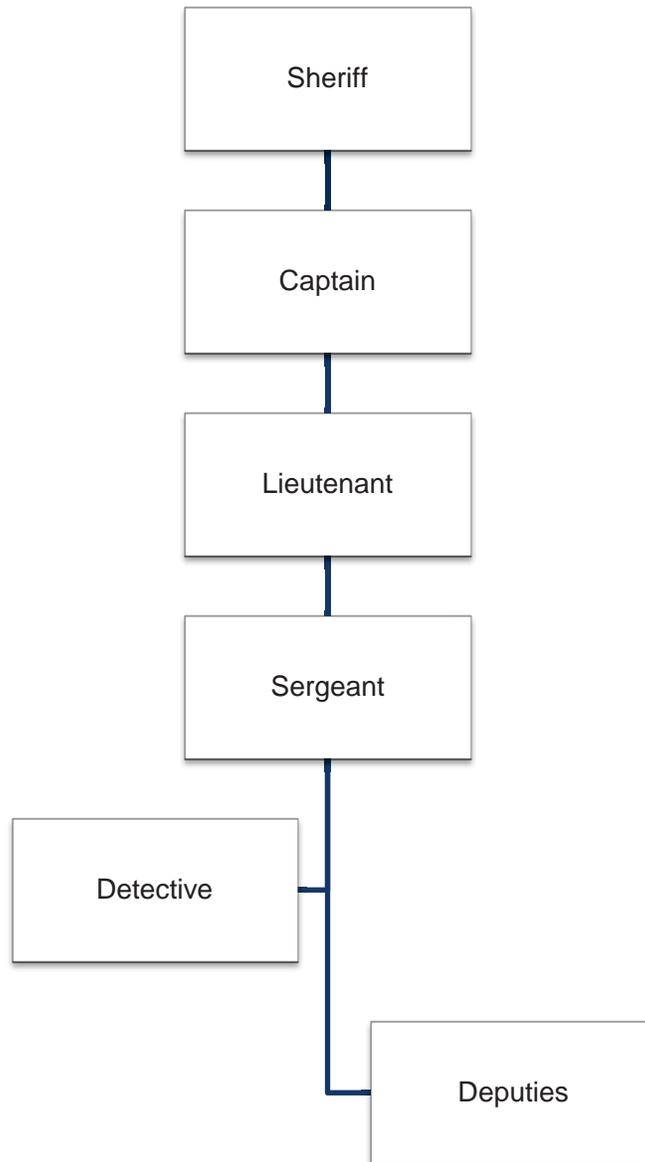
- Program 1 Provide day-to-day maintenance operations of the various City facilities;
- Services: 2 Oversee a preventive maintenance program, including cleaning services and pest control;
- 3 Maintain City parks and grounds;
- 4 Maintain City-wide trees;
- 5 Provide for the maintenance of the Civic Center security system;
- 6 Oversee the HVAC service agreement contract;

Position Summary <i>(before direct labor and overhead cost allocation distribution)</i>					Increase (Decrease) over(under) 2016-17 Projected
<u>Position</u>	<u>2014-15</u> <u>Actual</u>	<u>2015-16</u> <u>Actual</u>	<u>2016-17</u> <u>Projected</u>	<u>2017-18</u> <u>Proposed</u>	
	-	-	-	-	
	-	-	-	-	
	-	-	-	-	
	-	-	-	-	
Total	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	

Expenditure Summary					Increase (Decrease) over(under) 2016-17 Projected
<u>Expenditure Category</u>	<u>2014-15</u> <u>Actual</u>	<u>2015-16</u> <u>Actual</u>	<u>2016-17</u> <u>Projected</u>	<u>2017-18</u> <u>Proposed</u>	
1 Salaries	\$ -	\$ -	\$ -	\$ -	
2 Benefits	-	-	-	-	
3 Materials & Supplies	-	-	-	-	
4 Professional/Contractual Services	73,655	87,250	105,000	65,200	-37.90%
5 Utilities	-	-	-	-	
6 Lease of Facility/Equipment	-	-	-	-	
7 Equipment	-	-	-	-	
8 Capital Projects	-	-	-	-	
9 Overhead Cost Allocation	-	-	-	-	
10 Debt Service	-	-	-	-	
11 Transfers Out	-	-	-	-	
Total	<u>\$ 73,655</u>	<u>\$ 87,250</u>	<u>\$ 105,000</u>	<u>\$ 65,200</u>	-37.90%

LAW ENFORCEMENT

Organization Chart



LAW ENFORCEMENT

Department Description

The City contracts with the San Bernardino County Sheriff's Department to provide law enforcement services.



San Bernardino County Central Station

City of Grand Terrace
FY 2017-18 Proposed Program Detail

Fund:	GENERAL FUND	Fund No.:	10
Dept:	Public Safety		
Program:	Law Enforcement	Program No.:	410

Program Desc: The City contracts with the San Bernardino County Sheriff's Department to provide law enforcement services.

- Program Services:
- 1 Provide patrol services;
 - 2 Provide detective services;
 - 3 Provide traffic enforcement services;
 - 4 Provide Sheriff's Service Specialist services (Crime Prevention, Citizens on Patrol, community programs);
 - 5 Provide emergency back up and specialized law enforcement resources;
 - 6 Provide access to various sheriff's special units as needed.

Position Summary <i>(before direct labor and overhead cost allocation distribution)</i>					Increase (Decrease) over(under) 2016-17 Projected
<u>Position</u>	<u>2014-15</u> <u>Actual</u>	<u>2015-16</u> <u>Actual</u>	<u>2016-17</u> <u>Projected</u>	<u>2017-18</u> <u>Proposed</u>	
	-	-	-	-	
	-	-	-	-	
	-	-	-	-	
	-	-	-	-	
Total	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	

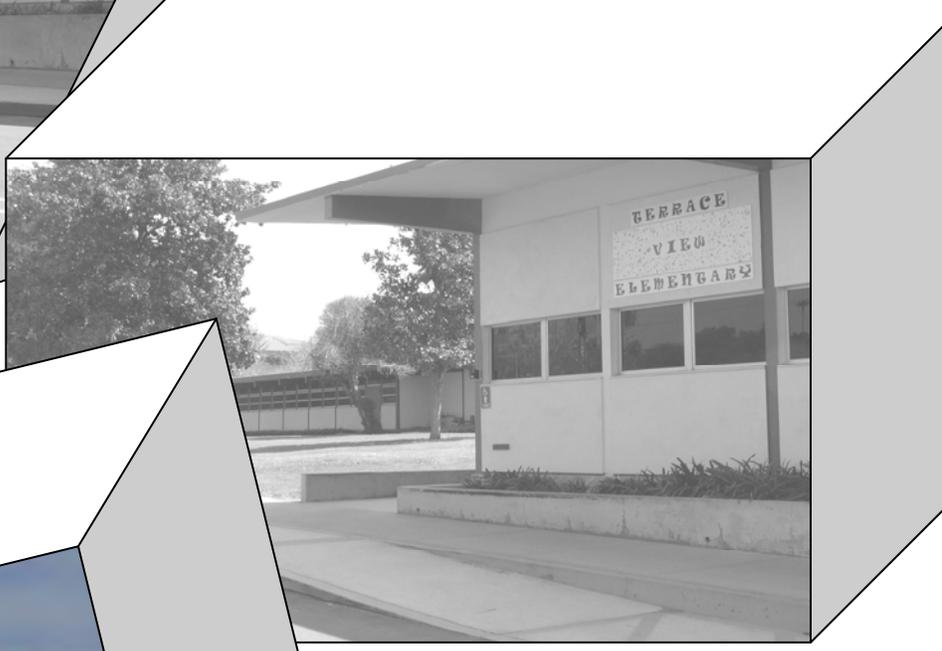
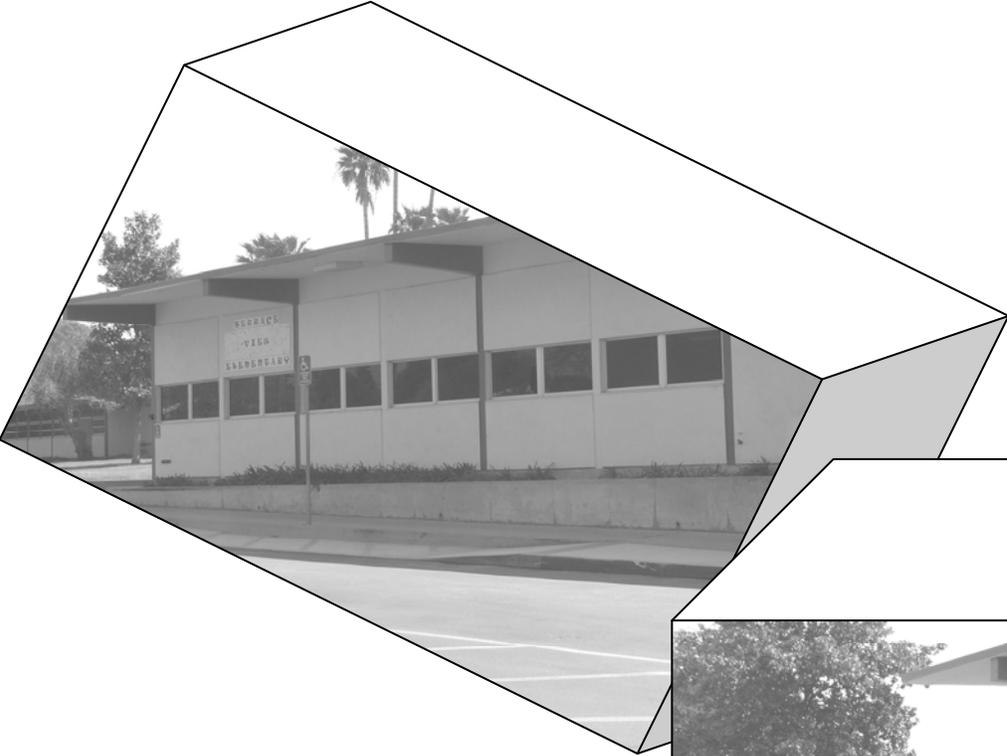
Expenditure Summary					Increase (Decrease) over(under) 2016-17 Projected
<u>Expenditure Category</u>	<u>2014-15</u> <u>Actual</u>	<u>2015-16</u> <u>Actual</u>	<u>2016-17</u> <u>Projected</u>	<u>2017-18</u> <u>Proposed</u>	
1 Salaries	\$ -	\$ -	\$ -	\$ -	
2 Benefits	-	-	-	-	
3 Materials & Supplies	40,943	53,661	46,000	36,000	-21.74%
4 Professional/Contractual Services	1,549,415	1,598,334	1,676,904	1,755,337	4.68%
5 Utilities	-	-	-	-	
6 Lease of Facility/Equipment	-	-	-	-	
7 Equipment	-	-	-	-	
8 Capital Projects	-	-	-	-	
9 Overhead Cost Allocation	-	-	-	-	
10 Debt Service	-	-	-	-	
11 Transfers Out	-	-	-	-	
Total	<u>\$ 1,590,358</u>	<u>\$ 1,651,995</u>	<u>\$ 1,722,904</u>	<u>\$ 1,791,337</u>	3.97%

This page left intentionally blank.



Special Revenue Funds





Grand Terrace View Elementary

CITY-WIDE DEVELOPMENT IMPACT FEES (D I F)



City of Grand Terrace
FY 2017-18 Proposed Development Impact Fees (DIF) Revenue and Expenditure Report

	<u>2014-15</u>	<u>2015-16</u>	<u>2016-17</u>	<u>2017-18</u>	Increase (Decrease) over(under) 2016-17 Projected
	<u>Actuals</u>	<u>Actuals</u>	<u>Projected</u>	<u>Proposed</u>	
Revenues					
Property Tax	\$ -	\$ -	\$ -	\$ -	
Residual Receipts - RPTTF	-	-	-	-	
Proceeds from Sale of Property	-	-	-	-	
Franchise Fees	-	-	-	-	
Licenses, Fees & Permits	252,546	87,666	269,734	168,000	-37.72%
Sales Tax	-	-	-	-	
Gas Tax	-	-	-	-	
Intergovernmental Revenue/Grants	-	-	-	-	
Charges for Services	-	1,261	3,987	1,300	-67.39%
Fines & Forfeitures	-	-	-	-	
Miscellaneous	-	-	-	-	
Use of Money & Property	1,016	3,960	9,347	5,650	-39.55%
Waste Water Receipts	-	-	-	-	
Transfers In	73,978	-	-	-	
Total Revenues	<u>327,540</u>	<u>92,887</u>	<u>283,068</u>	<u>174,950</u>	-38.20%
Expenditures by Category					
Salaries	-	-	-	-	
Benefits	-	-	-	-	
Materials & Supplies	-	-	-	-	
Professional/Contractual Services	-	-	-	-	
Lease of Facility/Equipment	-	-	-	-	
Equipment	-	-	-	-	
Capital Projects	-	-	3,000	50,000	1566.67%
Utilities	-	-	-	-	
Debt Service	-	-	-	-	
Overhead Cost Allocation	-	-	-	-	
Transfers Out	-	70,160	87,098	1,310,000	1404.05%
Total Expenditures	<u>-</u>	<u>70,160</u>	<u>90,098</u>	<u>1,360,000</u>	1409.47%
Revenues	327,540	92,887	283,068	174,950	-38.20%
Expenditures by Category	-	70,160	90,098	1,360,000	1409.47%
Surplus or Approved Use of Fund Balance	<u>\$ 327,540</u>	<u>\$ 22,727</u>	<u>\$ 192,970</u>	<u>\$ (1,185,050)</u>	

City of Grand Terrace
FY 2017-18 Proposed Revenue & Expense Detail by Fund

<u>DEVELOPMENT IMPACT FEES</u>				
<u>(D I F)</u>				
<u>FUND NUMBER & TITLE</u>				
	<u>11</u>	<u>12</u>	<u>13</u>	<u>19</u>
	<u>STREET</u>	<u>STORM DRAIN</u>	<u>PARK</u>	<u>FACILITIES</u>
	<u>FUND</u>	<u>FUND</u>	<u>FUND</u>	<u>FUND</u>
Revenues				
Property Tax	\$0	\$0	\$0	\$0
Residual Receipts - RPTTF	0	0	0	0
Proceeds from Sale of Property	0	0	0	0
Franchise Fees	0	0	0	0
Licenses, Fees & Permits	88,000	15,000	50,000	15,000
Sales Tax	0	0	0	0
Gas Tax	0	0	0	0
Intergovernmental Revenue/Grants	0	0	0	0
Charges for Services	1,300	0	0	0
Fines & Forfeitures	0	0	0	0
Miscellaneous	0	0	0	0
Use of Money & Property	2,600	900	2,000	150
Waste Water Receipts	0	0	0	0
Transfers In	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
Total Revenues	<u>\$91,900</u>	<u>\$15,900</u>	<u>\$52,000</u>	<u>\$15,150</u>
	(91,900)			
Expenditures				
Salaries	0	0	0	0
Benefits	0	0	0	0
Materials & Supplies	0	0	0	0
Professional/Contractual Services	0	0	0	0
Lease of Facility/Equipment	0	0	0	0
Equipment	0	0	0	0
Capital Projects	0	0	0	50,000
Utilities	0	0	0	0
Debt Service	0	0	0	0
Overhead Cost Allocation	0	0	0	0
Transfers Out	<u>1,000,000</u>	<u>0</u>	<u>310,000</u>	<u>0</u>
Total Expenditures	<u>\$1,000,000</u>	<u>\$0</u>	<u>\$310,000</u>	<u>\$50,000</u>
Impact to Fund Balance				
Revenues	91,900	15,900	52,000	15,150
Expenditures	<u>1,000,000</u>	<u>0</u>	<u>310,000</u>	<u>50,000</u>
Net - Increase to or (Use of) Fund Balance	<u>(\$908,100)</u>	<u>\$15,900</u>	<u>(\$258,000)</u>	<u>(\$34,850)</u>

City of Grand Terrace
FY 2017-18 Proposed Revenue & Expense Detail by Fund

<i>DEVELOPMENT IMPACT FEES</i>	
<i>(D I F)</i>	
FUND NUMBER & TITLE	
	<u>GRAND TOTAL</u>
Revenues	
Property Tax	\$0
Residual Receipts - RPTTF	0
Proceeds from Sale of Property	0
Franchise Fees	0
Licenses, Fees & Permits	168,000
Sales Tax	0
Gas Tax	0
Intergovernmental Revenue/Grants	0
Charges for Services	1,300
Fines & Forfeitures	0
Miscellaneous	0
Use of Money & Property	5,650
Waste Water Receipts	0
Transfers In	<u>0</u>
Total Revenues	<u>\$174,950</u>
Expenditures	
Salaries	\$0
Benefits	0
Materials & Supplies	0
Professional/Contractual Services	0
Lease of Facility/Equipment	0
Equipment	0
Capital Projects	50,000
Utilities	0
Debt Service	0
Overhead Cost Allocation	0
Transfers Out	<u>1,310,000</u>
Total Expenditures	<u>\$1,360,000</u>
Impact to Fund Balance	
Revenues	174,950
Expenditures	<u>1,360,000</u>
Net - Increase to or (Use of) Fund Balance	<u>(\$1,185,050)</u>

CITY-WIDE SPECIAL REVENUE FUNDS



City of Grand Terrace
FY 2017-18 Proposed Special Revenue Funds Revenue and Expenditure Report

	<u>2014-15</u>	<u>2015-16</u>	<u>2016-17</u>	<u>2017-18</u>	Increase (Decrease) over(under) 2016-17 Projected
	<u>Actuals</u>	<u>Actuals</u>	<u>Projected</u>	<u>Proposed</u>	
Revenues					
Property Tax	\$ 12,247	\$ 12,153	\$ 13,643	\$ 12,850	-5.81%
Residual Receipts - RPTTF	-	-	-	-	
Proceeds from Sale of Property	-	-	-	-	
Franchise Fees	-	-	-	-	
Licenses, Fees & Permits	15,242	14,470	8,337	14,000	67.93%
Sales Tax	195,439	198,417	180,000	190,000	5.56%
Gas Tax	324,738	272,994	293,000	358,073	22.21%
Intergovernmental Revenue/Grants	106,251	118,583	141,799	122,800	-13.40%
Charges for Services	-	-	-	-	
Fines & Forfeitures	18,099	16,210	6,526	10,500	60.89%
Miscellaneous	-	-	4,636	3,000	
Use of Money & Property	195,204	3,077	43,534	5,375	-87.65%
Waste Water Receipts	-	-	-	-	
Transfers In	90,579	380,354	95,455	95,800	0.36%
Total Revenues	<u>957,799</u>	<u>1,016,258</u>	<u>786,930</u>	<u>812,398</u>	3.24%
Expenditures by Category					
Salaries	51,592	109,923	186,637	137,844	-26.14%
Benefits	31,978	19,091	83,961	114,157	35.96%
Materials & Supplies	-	-	3,669	-	
Professional/Contractual Services	212,151	430,117	513,223	580,080	
Lease of Facility/Equipment	-	-	-	-	
Equipment	59,708	75,743	32,932	-	-100.00%
Capital Projects	-	-	38,479	-	-100.00%
Utilities	81,015	80,619	83,485	82,520	-1.16%
Debt Service	-	-	-	-	
Overhead Cost Allocation	47,354	48,379	80,955	90,750	12.10%
Transfers Out	-	833	4,364	5,000	14.57%
Total Expenditures	<u>483,798</u>	<u>764,705</u>	<u>1,027,705</u>	<u>1,010,351</u>	-1.69%
Revenues	957,799	1,016,258	786,930	812,398	3.24%
Expenditures by Category	483,798	764,705	1,027,705	1,010,351	-1.69%
Surplus or Approved Use of Fund Balance	<u>\$ 474,001</u>	<u>\$ 251,553</u>	<u>\$ (240,775)</u>	<u>\$ (197,953)</u>	

City of Grand Terrace
FY 2017-18 Proposed Revenue & Expense Detail by Fund

	<i>CATEGORY</i>			
	<i>SPECIAL REVENUE FUNDS</i>			
	FUND NUMBER & TITLE			
	<u>14</u>	<u>15</u>	<u>16</u>	<u>17</u>
	<u>SLESF</u> <u>(AB3229</u> <u>COPS)</u>	<u>AIR QUALITY</u> <u>IMPROVEMENT</u> <u>FUND</u>	<u>GAS TAX</u> <u>FUND</u>	<u>TRAFFIC</u> <u>SAFETY</u> <u>FUND</u>
Revenues				
Property Tax	\$0	\$0	\$0	\$0
Residual Receipts - RPTTF	0	0	0	0
Proceeds from Sale of Property	0	0	0	0
Franchise Fees	0	0	0	0
Licenses, Fees & Permits	0	14,000	0	0
Sales Tax	0	0	0	0
Gas Tax	0	0	358,073	0
Intergovernmental Revenue/Grants	100,000	0	0	0
Charges for Services	0	0	0	0
Fines & Forfeitures	0	0	0	10,000
Miscellaneous	0	0	0	0
Use of Money & Property	100	100	500	175
Waste Water Receipts	0	0	0	0
Transfers In	<u>0</u>	<u>0</u>	<u>90,800</u>	<u>0</u>
Total Revenues	<u>\$100,100</u>	<u>\$14,100</u>	<u>\$449,373</u>	<u>\$10,175</u>
		(14,100)		
Expenditures				
Salaries	0	0	137,844	0
Benefits	0	0	114,157	0
Materials & Supplies	0	0	0	0
Professional/Contractual Services	99,550	0	69,000	20,000
Lease of Facility/Equipment	0	0	0	0
Equipment	0	0	0	0
Capital Projects	0	0	0	0
Utilities	0	0	78,000	0
Debt Service	0	0	0	0
Overhead Cost Allocation	550	5,500	48,400	0
Transfers Out	<u>0</u>	<u>5,000</u>	<u>0</u>	<u>0</u>
Total Expenditures	<u>\$100,100</u>	<u>\$10,500</u>	<u>\$447,401</u>	<u>\$20,000</u>
Impact to Fund Balance				
Revenues	100,100	14,100	449,373	10,175
Expenditures	<u>100,100</u>	<u>10,500</u>	<u>447,401</u>	<u>20,000</u>
Net - Increase to or (Use of) Fund Balance	<u>\$0</u>	<u>\$3,600</u>	<u>\$1,972</u>	<u>(\$9,825)</u>

City of Grand Terrace
FY 2017-18 Proposed Revenue & Expense Detail by Fund

CATEGORY

SPECIAL REVENUE FUNDS

FUND NUMBER & TITLE

<u>20</u>	<u>25</u>	<u>26</u>	<u>62</u>	
<u>MEASURE "I"</u>	<u>SPRING RANCH</u>	<u>LNDSCP & LGTG</u>	<u>LIGHT UP</u>	
<u>FUND</u>	<u>TRAFFIC</u>	<u>ASSESSMENT</u>	<u>GRAND</u>	
	<u>MITIGATION</u>	<u>DIST</u>	<u>TERRACE</u>	
				Revenues
\$0	\$0	\$12,850	\$0	Property Tax
0	0	0	0	Residual Receipts - RPTTF
0	0	0	0	Proceeds from Sale of Property
0	0	0	0	Franchise Fees
0	0	0	0	Licenses, Fees & Permits
190,000	0	0	0	Sales Tax
0	0	0	0	Gas Tax
0	0	0	0	Intergovernmental Revenue/Grants
0	0	0	0	Charges for Services
0	0	0	0	Fines & Forfeitures
0	0	0	3,000	Miscellaneous
3,500	1,000	0	0	Use of Money & Property
0	0	0	0	Waste Water Receipts
<u>0</u>	<u>0</u>	<u>0</u>	<u>5,000</u>	Transfers In
<u>\$193,500</u>	<u>\$1,000</u>	<u>\$12,850</u>	<u>\$8,000</u>	Total Revenues
				Expenditures
0	0	0	0	Salaries
0	0	0	0	Benefits
0	0	0	0	Materials & Supplies
300,000	0	5,030	8,000	Professional/Contractual Services
0	0	0	0	Lease of Facility/Equipment
0	0	0	0	Equipment
0	0	0	0	Capital Projects
0	0	4,520	0	Utilities
0	0	0	0	Debt Service
33,000	0	3,300	0	Overhead Cost Allocation
<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	Transfers Out
<u>\$333,000</u>	<u>\$0</u>	<u>\$12,850</u>	<u>\$8,000</u>	Total Expenditures
				Impact to Fund Balance
193,500	1,000	12,850	8,000	Revenues
<u>333,000</u>	<u>0</u>	<u>12,850</u>	<u>8,000</u>	Expenditures
<u>(\$139,500)</u>	<u>\$1,000</u>	<u>\$0</u>	<u>\$0</u>	Net - Increase to or (Use of) Fund Balance

City of Grand Terrace
FY 2017-18 Proposed Revenue & Expense Detail by Fund

	<i>CATEGORY</i>			
	<i>SPECIAL REVENUE FUNDS</i>			
	FUND NUMBER & TITLE			
	<u>63</u>	<u>64</u>	<u>67</u>	<u>76</u>
	<u>GT ILLEGAL FIREWORKS ENFORCEMNT</u>	<u>PUBLIC SAFETY FUND</u>	<u>P E G ACCESS</u>	<u>E I F D</u>
Revenues				
Property Tax	\$0	\$0	\$0	\$0
Residual Receipts - RPTTF	0	0	0	0
Proceeds from Sale of Property	0	0	0	0
Franchise Fees	0	0	0	0
Licenses, Fees & Permits	0	0	0	0
Sales Tax	0	0	0	0
Gas Tax	0	0	0	0
Intergovernmental Revenue/Grants	0	0	22,800	0
Charges for Services	0	0	0	0
Fines & Forfeitures	500	0	0	0
Miscellaneous	0	0	0	0
Use of Money & Property	0	0	0	0
Waste Water Receipts	0	0	0	0
Transfers In	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
Total Revenues	<u>\$500</u>	<u>\$0</u>	<u>\$22,800</u>	<u>\$0</u>
Expenditures				
Salaries	0	0	0	0
Benefits	0	0	0	0
Materials & Supplies	0	0	0	0
Professional/Contractual Services	500	50,000	0	28,000
Lease of Facility/Equipment	0	0	0	0
Equipment	0	0	0	0
Capital Projects	0	0	0	0
Utilities	0	0	0	0
Debt Service	0	0	0	0
Overhead Cost Allocation	0	0	0	0
Transfers Out	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
Total Expenditures	<u>\$500</u>	<u>\$50,000</u>	<u>\$0</u>	<u>\$28,000</u>
Impact to Fund Balance				
Revenues	500	0	22,800	0
Expenditures	<u>500</u>	<u>50,000</u>	<u>0</u>	<u>28,000</u>
Net - Increase to or (Use of) Fund Balance	<u>\$0</u>	<u>(\$50,000)</u>	<u>\$22,800</u>	<u>(\$28,000)</u>

City fo Grand Terrace
FY 2017-18 Proposed Revenue & Expense Detail by Fund

SPECIAL REVENUE FUNDS

FUND NUMBER & TITLE

GRAND
TOTAL

Revenues	
\$12,850	Property Tax
0	Residual Receipts - RPTTF
0	Proceeds from Sale of Property
0	Franchise Fees
14,000	Licenses, Fees & Permits
190,000	Sales Tax
358,073	Gas Tax
122,800	Intergovernmental Revenue/Grants
0	Charges for Services
10,500	Fines & Forfeitures
3,000	Miscellaneous
5,375	Use of Money & Property
0	Waste Water Receipts
<u>95,800</u>	Transfers In
<u>\$812,398</u>	Total Revenues

Expenditures	
\$137,844	Salaries
114,157	Benefits
0	Materials & Supplies
580,080	Professional/Contractual Services
0	Lease of Facility/Equipment
0	Equipment
0	Capital Projects
82,520	Utilities
0	Debt Service
90,750	Overhead Cost Allocation
<u>5,000</u>	Transfers Out
<u>\$1,010,351</u>	Total Expenditures

Impact to Fund Balance	
812,398	Revenues
<u>1,010,351</u>	Expenditures
<u>(\$197,953)</u>	Net - Increase to or (Use of) Fund Balance

CITY-WIDE GRANT FUNDS



City of Grand Terrace
FY 2017-18 Grant Funds Revenue and Expenditure Report

	<u>2014-15</u>	<u>2015-16</u>	<u>2016-17</u>	<u>2017-18</u>	Increase (Decrease) over (under) 2016-17 Projected
	<u>Actuals</u>	<u>Actuals</u>	<u>Projected</u>	<u>Proposed</u>	
Revenues					
Property Tax	\$ -	\$ -	\$ -	\$ -	
Residual Receipts - RPTTF	-	-	-	-	
Proceeds from Sale of Property	-	-	-	-	
Franchise Fees	-	-	-	-	
Licenses, Fees & Permits	-	-	-	-	
Sales Tax	-	-	-	-	
Gas Tax	-	-	-	-	
Intergovernmental Revenue/Grants	20,106	38,490	76,618	789,315	930.20%
Charges for Services	-	-	-	-	
Fines & Forfeitures	-	-	-	-	
Miscellaneous	-	-	245	2,400	
Use of Money & Property	3	39	103	-	-100.00%
Waste Water Receipts	-	-	-	-	
Transfers In	-	27,500	28,637	40,000	39.68%
Total Revenues	<u>20,109</u>	<u>66,029</u>	<u>105,603</u>	<u>831,715</u>	687.59%
Expenditures by Category					
Salaries	-	9,681	30,567	114,935	276.01%
Benefits	-	4,351	21,418	9,991	-53.35%
Materials & Supplies	-	-	-	-	
Professional/Contractual Services	20,106	32,234	28,034	676,595	
Lease of Facility/Equipment	-	-	-	-	
Equipment	-	-	5,000	-	-100.00%
Capital Projects	-	-	11,825	-	-100.00%
Utilities	-	-	-	-	
Debt Service	-	-	-	-	
Overhead Cost Allocation	-	-	-	-	
Transfers Out	-	-	5,455	5,000	-8.34%
Total Expenditures	<u>20,106</u>	<u>46,266</u>	<u>102,299</u>	<u>806,521</u>	688.40%
Revenues	20,109	66,029	105,603	831,715	687.59%
Expenditures by Category	<u>20,106</u>	<u>46,266</u>	<u>102,299</u>	<u>806,521</u>	688.40%
Surplus or Approved Use of Fund Balance	<u>\$ 3</u>	<u>\$ 19,763</u>	<u>\$ 3,304</u>	<u>\$ 25,194</u>	

City of Grand Terrace
FY 2017-18 Proposed Revenue & Expense Detail by Fund

	<i>CATEGORY</i>			
	<i>GRANT FUNDS</i>			
	FUND NUMBER & TITLE			
	<u>22</u> <u>COMM DEV</u> <u>BLOCK GRANT -</u> <u>CDBG</u>	<u>61</u> <u>COMMUNITY</u> <u>BENEFITS</u> <u>FUND</u>	<u>65</u> <u>SENIOR</u> <u>BUS</u> <u>PROGRAM</u>	<u>66</u> <u>CAL RECYCLE</u> <u>GRANT</u>
Revenues				
Property Tax	\$0	\$0	\$0	\$0
Residual Receipts - RPTTF	0	0	0	0
Proceeds from Sale of Property	0	0	0	0
Franchise Fees	0	0	0	0
Licenses, Fees & Permits	0	0	0	0
Sales Tax	0	0	0	0
Gas Tax	0	0	0	0
Intergovernmental Revenue/Grants	46,537	0	42,778	0
Charges for Services	0	0	0	0
Fines & Forfeitures	0	0	0	0
Miscellaneous	0	0	2,400	0
Use of Money & Property	0	0	0	0
Waste Water Receipts	0	0	0	0
Transfers In	<u>0</u>	<u>25,000</u>	<u>15,000</u>	<u>0</u>
Total Revenues	<u>\$46,537</u>	<u>\$25,000</u>	<u>\$60,178</u>	<u>\$0</u>
		(25,000)		
Expenditures				
Salaries	15,755	0	24,180	0
Benefits	6,387	0	3,604	0
Materials & Supplies	0	0	0	0
Professional/Contractual Services	24,395	20,000	7,200	0
Lease of Facility/Equipment	0	0	0	0
Equipment	0	0	0	0
Capital Projects	0	0	0	0
Utilities	0	0	0	0
Debt Service	0	0	0	0
Overhead Cost Allocation	0	0	0	0
Transfers Out	<u>0</u>	<u>5,000</u>	<u>0</u>	<u>0</u>
Total Expenditures	<u>\$46,537</u>	<u>\$25,000</u>	<u>\$34,984</u>	<u>\$0</u>
Impact to Fund Balance				
Revenues	46,537	25,000	60,178	0
Expenditures	<u>46,537</u>	<u>25,000</u>	<u>34,984</u>	<u>0</u>
Net - Increase to or (Use of) Fund Balance	<u>(\$0)</u>	<u>\$0</u>	<u>\$25,194</u>	<u>\$0</u>

City of Grand Terrace
FY 2017-18 Proposed Revenue & Expense Detail by Fund

<u>CATEGORY</u>					
<u>GRANT FUNDS</u>					
<u>FUND NUMBER & TITLE</u>					
<u>73</u>	<u>74</u>	<u>75</u>	<u>GRAND</u>		
<u>ACTIVE</u>	<u>HIGHWAY</u>	<u>EMER MGMT</u>	<u>TOTAL</u>		
<u>TRANSP</u>	<u>SAFETY</u>	<u>PREP GRANT -</u>			
<u>PGM - ATP</u>	<u>IMP - HSIP</u>	<u>EMPG</u>			
					Revenues
\$0	\$0	\$0	\$	0	Property Tax
0	0	0		0	Residual Receipts - RPTTF
0	0	0		0	Proceeds from Sale of Property
0	0	0		0	Franchise Fees
0	0	0		0	Licenses, Fees & Permits
0	0	0		0	Sales Tax
0	0	0		0	Gas Tax
280,000	420,000	0		789,315	Intergovernmental Revenue/Grants
0	0	0		0	Charges for Services
0	0	0		0	Fines & Forfeitures
0	0	0		2,400	Miscellaneous
0	0	0		0	Use of Money & Property
0	0	0		0	Waste Water Receipts
0	0	0		40,000	Transfers In
<u>\$280,000</u>	<u>\$420,000</u>	<u>\$0</u>		<u>\$831,715</u>	Total Revenues
					Expenditures
25,000	50,000	0		114,935	Salaries
0	0	0		9,991	Benefits
0	0	0		0	Materials & Supplies
255,000	370,000	0		676,595	Professional/Contractual Services
0	0	0		0	Lease of Facility/Equipment
0	0	0		0	Equipment
0	0	0		0	Capital Projects
0	0	0		0	Utilities
0	0	0		0	Debt Service
0	0	0		0	Overhead Cost Allocation
0	0	0		5,000	Transfers Out
<u>\$280,000</u>	<u>\$420,000</u>	<u>\$0</u>		<u>\$806,521</u>	Total Expenditures
					Impact to Fund Balance
280,000	420,000	0		831,715	Revenues
<u>280,000</u>	<u>420,000</u>	<u>0</u>		<u>806,521</u>	Expenditures
<u>\$0</u>	<u>\$0</u>	<u>\$0</u>		<u>\$25,194</u>	Net - Increase to or (Use of) Fund Balance

City of Grand Terrace
FY 2017-18 Successor Agency Revenue and Expenditure Report

	<u>2014-15</u>	<u>2015-16</u>	<u>2016-17</u>	<u>2017-18</u>	Increase (Decrease) over(under) 2016-17 Projected
	<u>Actuals</u>	<u>Actuals</u>	<u>Projected</u>	<u>Proposed</u>	
Revenues					
Property Tax	\$ 1,447,785	\$ 2,268,226	\$ 2,190,014	\$ 2,160,478	-1.35%
Residual Receipts - RPTTF	-	-	-	-	
Proceeds from Sale of Property	-	-	-	-	
Franchise Fees	-	-	-	-	
Licenses, Fees & Permits	-	-	-	-	
Sales Tax	-	-	-	-	
Gas Tax	-	-	-	-	
Intergovernmental Revenue/Grants	-	-	-	-	
Charges for Services	-	-	-	-	
Fines & Forfeitures	-	-	-	-	
Miscellaneous	-	-	-	-	
Use of Money & Property	31,528	76,064	82,601	91,000	10.17%
Waste Water Receipts	-	-	-	-	
Transfers In	<u>22,564,097</u>	<u>2,509,414</u>	<u>2,230,078</u>	<u>2,284,067</u>	2.42%
Total Revenues	<u>24,043,410</u>	<u>4,853,704</u>	<u>4,502,693</u>	<u>4,535,545</u>	0.73%
Expenditures by Category					
Salaries	150,390	148,586	186,942	160,485	-14.15%
Benefits	57,940	49,282	30,095	63,814	112.04%
Materials & Supplies	-	-	-	-	
Professional/Contractual Services	1,641,027	1,436,317	2,016,187	2,059,760	
Lease of Facility/Equipment	-	-	-	-	
Equipment	-	-	-	-	
Capital Projects	-	-	-	-	
Utilities	-	-	-	-	
Debt Service	-	-	-	-	
Overhead Cost Allocation	-	-	-	-	
Transfers Out	<u>22,564,097</u>	<u>2,509,414</u>	<u>2,209,678</u>	<u>2,573,082</u>	16.45%
Total Expenditures	<u>24,413,454</u>	<u>4,143,599</u>	<u>4,442,902</u>	<u>4,857,141</u>	9.32%
Revenues	24,043,410	4,853,704	4,502,693	4,535,545	0.73%
Expenditures by Category	<u>24,413,454</u>	<u>4,143,599</u>	<u>4,442,902</u>	<u>4,857,141</u>	9.32%
Surplus or Approved Use of Fund Balance	<u>\$ (370,044)</u>	<u>\$ 710,105</u>	<u>\$ 59,791</u>	<u>\$ (321,596)</u>	

City of Grand Terrace
FY 2017-18 Proposed Revenue & Expense Detail by Fund

	<i>CATEGORY</i>			
	<i>GRANT FUNDS</i>			
	FUND NUMBER & TITLE			
	<u>31</u> <u>S/A RDA</u> <u>REVENUE</u> <u>FUND</u>	<u>32</u> <u>S/A CAPITAL</u> <u>PROJECTS</u> <u>FUND</u>	<u>33</u> <u>S/A DEBT</u> <u>SERVICE</u> <u>FUND</u>	<u>36</u> <u>S/A 2011 TABS</u> <u>BOND</u> <u>PROCEEDS</u>
Revenues				
Property Tax	\$2,160,478	\$0	\$0	\$0
Residual Receipts - RPTTF	0	0	0	0
Proceeds from Sale of Property	0	0	0	0
Franchise Fees	0	0	0	0
Licenses, Fees & Permits	0	0	0	0
Sales Tax	0	0	0	0
Gas Tax	0	0	0	0
Intergovernmental Revenue/Grants	0	0	0	0
Charges for Services	0	0	0	0
Fines & Forfeitures	0	0	0	0
Miscellaneous	0	0	0	0
Use of Money & Property	56,000	0	0	35,000
Waste Water Receipts	0	0	0	0
Transfers In	<u>0</u>	<u>257,707</u>	<u>2,026,360</u>	<u>0</u>
Total Revenues	<u>\$2,216,478</u>	<u>\$257,707</u>	<u>\$2,026,360</u>	<u>\$35,000</u>
		(257,707)		
Expenditures				
Salaries	0	160,485	0	0
Benefits	0	63,814	0	0
Materials & Supplies	0	0	0	0
Professional/Contractual Services	0	33,400	2,026,360	0
Lease of Facility/Equipment	0	0	0	0
Equipment	0	0	0	0
Capital Projects	0	0	0	0
Utilities	0	0	0	0
Debt Service	0	0	0	0
Overhead Cost Allocation	0	0	0	0
Transfers Out	<u>2,284,067</u>	<u>0</u>	<u>0</u>	<u>289,015</u>
Total Expenditures	<u>\$2,284,067</u>	<u>\$257,699</u>	<u>\$2,026,360</u>	<u>\$289,015</u>
Impact to Fund Balance				
Revenues	2,216,478	257,707	2,026,360	35,000
Expenditures	<u>2,284,067</u>	<u>257,699</u>	<u>2,026,360</u>	<u>289,015</u>
Net - Increase to or (Use of) Fund Balance	<u>(\$67,589)</u>	<u>\$8</u>	<u>\$0</u>	<u>(\$254,015)</u>

City of Grand Terrace
FY 2017-18 Proposed Revenue & Expense Detail by Fund

CATEGORY			
GRANT FUNDS			
FUND NUMBER & TITLE	GRAND		
37 S/A CRA PROJECTS TRUST	TOTAL		
\$0	\$ 2,160,478	Revenues	
0	0	Property Tax	
0	0	Residual Receipts - RPTTF	
0	0	Proceeds from Sale of Property	
0	0	Franchise Fees	
0	0	Licenses, Fees & Permits	
0	0	Sales Tax	
0	0	Gas Tax	
0	0	Intergovernmental Revenue/Grants	
0	0	Charges for Services	
0	0	Fines & Forfeitures	
0	0	Miscellaneous	
0	91,000	Use of Money & Property	
0	0	Waste Water Receipts	
<u>0</u>	<u>2,284,067</u>	Transfers In	
<u>\$0</u>	<u>\$4,535,545</u>	Total Revenues	
Expenditures			
0	160,485	Salaries	
0	63,814	Benefits	
0	0	Materials & Supplies	
0	2,059,760	Professional/Contractual Services	
0	0	Lease of Facility/Equipment	
0	0	Equipment	
0	0	Capital Projects	
0	0	Utilities	
0	0	Debt Service	
0	0	Overhead Cost Allocation	
<u>0</u>	<u>2,573,082</u>	Transfers Out	
<u>\$0</u>	<u>\$4,857,141</u>	Total Expenditures	
Impact to Fund Balance			
0	4,535,545	Revenues	
<u>0</u>	<u>4,857,141</u>	Expenditures	
<u>\$0</u>	<u>(\$321,596)</u>	Net - Increase to or (Use of) Fund Balance	

This page left intentionally blank.



CITY-WIDE HOUSING AUTHORITY



City of Grand Terrace
FY 2017-18 Proposed Housing Authority Revenue and Expenditure Report

	<u>2014-15</u>	<u>2015-16</u>	<u>2016-17</u>	<u>2017-18</u>	Increase (Decrease) over (under) 2016-17 Projected
	<u>Actuals</u>	<u>Actuals</u>	<u>Projected</u>	<u>Proposed</u>	
Revenues					
Property Tax	\$ -	\$ -	\$ -	\$ -	
Residual Receipts - RPTTF	-	-	-	-	
Proceeds from Sale of Property	-	-	-	-	
Franchise Fees	-	-	-	-	
Licenses, Fees & Permits	-	-	-	-	
Sales Tax	-	-	-	-	
Gas Tax	-	-	-	-	
Intergovernmental Revenue/Grants	-	-	-	-	
Charges for Services	-	-	-	-	
Fines & Forfeitures	-	-	-	-	
Miscellaneous	-	-	-	50,000	
Use of Money & Property	20,934	8,262	183	-	-100.00%
Waste Water Receipts	-	-	-	-	
Transfers In	-	-	-	-	
Total Revenues	<u>20,934</u>	<u>8,262</u>	<u>183</u>	<u>50,000</u>	27222.40%
Expenditures by Category					
Salaries	-	-	-	-	
Benefits	-	-	-	-	
Materials & Supplies	-	-	-	-	
Professional/Contractual Services	5,631	5,500	6,000	8,070	
Lease of Facility/Equipment	-	-	-	-	
Equipment	-	-	-	-	
Capital Projects	-	-	-	-	
Utilities	-	148	409	130	-68.22%
Debt Service	-	-	-	-	
Overhead Cost Allocation	-	-	-	-	
Transfers Out	-	-	-	-	
Total Expenditures	<u>5,631</u>	<u>5,648</u>	<u>6,409</u>	<u>8,200</u>	27.95%
Revenues	20,934	8,262	183	50,000	27222.40%
Expenditures by Category	<u>5,631</u>	<u>5,648</u>	<u>6,409</u>	<u>8,200</u>	27.95%
Surplus or Approved Use of Fund Balance	<u>\$ 15,303</u>	<u>\$ 2,614</u>	<u>\$ (6,226)</u>	<u>\$ 41,800</u>	

City of Grand Terrace
FY 2017-18 Proposed Revenue & Expense Detail by Fund

	<i>CATEGORY</i>	
	<i>HOUSING AUTHORITY</i>	
	FUND NUMBER & TITLE	
	<u>52</u> <u>HOUSING</u> <u>AUTHORITY</u>	<u>GRAND</u> <u>TOTAL</u>
Revenues		
Property Tax	\$0	\$0
Residual Receipts - RPTTF	0	0
Proceeds from Sale of Property	0	0
Franchise Fees	0	0
Licenses, Fees & Permits	0	0
Sales Tax	0	0
Gas Tax	0	0
Intergovernmental Revenue/Grants	0	0
Charges for Services	0	0
Fines & Forfeitures	0	0
Miscellaneous	50,000	50,000
Use of Money & Property	0	0
Waste Water Receipts	0	0
Transfers In	<u>0</u>	<u>0</u>
Total Revenues	<u>\$50,000</u>	<u>\$50,000</u>
Expenditures		
Salaries	0	\$0
Benefits	0	0
Materials & Supplies	0	0
Professional/Contractual Services	8,070	8,070
Lease of Facility/Equipment	0	0
Equipment	0	0
Capital Projects	0	0
Utilities	130	130
Debt Service	0	0
Overhead Cost Allocation	0	0
Transfers Out	<u>0</u>	<u>0</u>
Total Expenditures	<u>\$8,200</u>	<u>\$8,200</u>
Impact to Fund Balance		
Revenues	50,000	50,000
Expenditures	<u>8,200</u>	<u>8,200</u>
Net - Increase to or (Use of) Fund Balance	<u>\$41,800</u>	<u>\$41,800</u>

This page left intentionally blank.



CITY-WIDE EQUIPMENT REPLACEMENT RESERVE



City of Grand Terrace
FY 2017-18 Proposed Equipment Replacement Reserve Revenue and Expenditure Report

	<u>2014-15</u>	<u>2015-16</u>	<u>2016-17</u>	<u>2017-18</u>	Increase (Decrease) over (under) 2016-17 Projected
	<u>Actuals</u>	<u>Actuals</u>	<u>Projected</u>	<u>Proposed</u>	
Revenues					
Property Tax	\$ -	\$ -	\$ -	\$ -	
Residual Receipts - RPTTF	-	-	-	-	
Proceeds from Sale of Property	-	-	-	-	
Franchise Fees	-	-	-	-	
Licenses, Fees & Permits	-	-	-	-	
Sales Tax	-	-	-	-	
Gas Tax	-	-	-	-	
Intergovernmental Revenue/Grants	-	733	292	-	-100.00%
Charges for Services	-	-	-	-	
Fines & Forfeitures	-	-	-	-	
Miscellaneous	-	-	-	-	
Use of Money & Property	-	-	-	-	
Waste Water Receipts	-	-	-	-	
Transfers In	-	420,000	-	-	
Total Revenues	<u>-</u>	<u>420,733</u>	<u>292</u>	<u>-</u>	-100.00%
Expenditures by Category					
Salaries	-	-	-	-	
Benefits	-	-	-	-	
Materials & Supplies	-	-	-	-	
Professional/Contractual Services	-	31,036	24,848	185,000	
Lease of Facility/Equipment	-	-	-	-	
Equipment	-	-	-	75,000	
Capital Projects	-	-	-	-	
Utilities	-	-	-	-	
Debt Service	-	-	-	-	
Overhead Cost Allocation	-	-	-	-	
Transfers Out	-	-	-	-	
Total Expenditures	<u>-</u>	<u>31,036</u>	<u>24,848</u>	<u>260,000</u>	946.36%
Revenues	-	420,733	292	-	-100.00%
Expenditures by Category	-	31,036	24,848	260,000	946.36%
Surplus or Approved Use of Fund Balance	<u>\$ -</u>	<u>\$ 389,697</u>	<u>\$ (24,556)</u>	<u>\$ (260,000)</u>	

City of Grand Terrace
FY 2017-18 Proposed Revenue & Expense Detail by Fund

	<i>CATEGORY</i>	
	<i>EQUIPMENT REPLACEMENT RESERVE FUND</i>	
	FUND NUMBER & TITLE	
	<u>70</u> <u>FIXED ASSET</u> <u>EUND</u>	<u>GRAND</u> <u>TOTAL</u>
Revenues		
Property Tax	\$0	\$0
Residual Receipts - RPTTF	0	0
Proceeds from Sale of Property	0	0
Franchise Fees	0	0
Licenses, Fees & Permits	0	0
Sales Tax	0	0
Gas Tax	0	0
Intergovernmental Revenue/Grants	0	0
Charges for Services	0	0
Fines & Forfeitures	0	0
Miscellaneous	0	0
Use of Money & Property	0	0
Waste Water Receipts	0	0
Transfers In	<u>0</u>	<u>0</u>
Total Revenues	<u>\$0</u>	<u>\$0</u>
Expenditures		
Salaries	0	\$0
Benefits	0	0
Materials & Supplies	0	0
Professional/Contractual Services	185,000	185,000
Lease of Facility/Equipment	0	0
Equipment	75,000	75,000
Capital Projects	0	0
Utilities	0	0
Debt Service	0	0
Overhead Cost Allocation	0	0
Transfers Out	<u>0</u>	<u>0</u>
Total Expenditures	<u>\$260,000</u>	<u>\$260,000</u>
Impact to Fund Balance		
Revenues	0	-
Expenditures	<u>260,000</u>	<u>260,000</u>
Net - Increase to or (Use of) Fund Balance	<u>(\$260,000)</u>	<u>(\$260,000)</u>

This page left intentionally blank.



Capital Project Funds





Snow in Grand Terrace

City of Grand Terrace
FY 2017-18 Capital Projects Funds Revenue and Expenditure Report

	<u>2014-15</u>	<u>2015-16</u>	<u>2016-17</u>	<u>2017-18</u>	Increase (Decrease) over (under) 2016-17 Projected
	<u>Actuals</u>	<u>Actuals</u>	<u>Projected</u>	<u>Proposed</u>	
Revenues					
Property Tax	\$ -	\$ -	\$ -	\$ -	
Residual Receipts - RPTTF	-	-	-	-	
Proceeds from Sale of Property	-	-	-	-	
Franchise Fees	-	-	-	-	
Licenses, Fees & Permits	-	-	-	-	
Sales Tax	-	-	-	-	
Gas Tax	-	-	-	-	
Intergovernmental Revenue/Grants	-	-	-	-	
Charges for Services	-	-	-	-	
Fines & Forfeitures	-	-	-	-	
Miscellaneous	493	501	55	-	
Use of Money & Property	21	57	4,004	-	-100.00%
Waste Water Receipts	-	-	-	-	
Transfers In	<u>348</u>	<u>70,160</u>	<u>79,840</u>	<u>1,599,015</u>	1902.77%
Total Revenues	<u>862</u>	<u>70,718</u>	<u>83,899</u>	<u>1,599,015</u>	1805.88%
Expenditures by Category					
Salaries	-	-	-	-	
Benefits	-	-	-	-	
Materials & Supplies	-	-	-	-	
Professional/Contractual Services	-	-	-	-	
Lease of Facility/Equipment	-	-	-	-	
Equipment	-	-	-	-	
Capital Projects	1,791	83,944	46,299	1,599,015	3353.67%
Utilities	-	-	-	-	
Debt Service	-	-	-	-	
Overhead Cost Allocation	-	-	-	-	
Transfers Out	<u>73,978</u>	<u>-</u>	<u>-</u>	<u>-</u>	
Total Expenditures	<u>75,769</u>	<u>83,944</u>	<u>46,299</u>	<u>1,599,015</u>	3353.67%
Revenues	862	70,718	83,899	1,599,015	1805.88%
Expenditures by Category	<u>75,769</u>	<u>83,944</u>	<u>46,299</u>	<u>1,599,015</u>	3353.67%
Surplus or Approved Use of Fund Balance	<u>\$ (74,907)</u>	<u>\$ (13,226)</u>	<u>\$ 37,600</u>	<u>\$ -</u>	

City of Grand Terrace
FY 2017-18 Proposed Revenue & Expense Detail by Fund

	CATEGORY			
	<u>CAPITAL PROJECTS FUNDS</u>			
	<u>FUND NUMBER & TITLE</u>			
	<u>46</u> <u>CAPITAL</u> <u>IMPROV -</u> <u>STREETS</u>	<u>47</u> <u>C I P</u> <u>BARTON/COLT</u> <u>BRIDGE</u>	<u>48</u> <u>CAPITAL</u> <u>PROJECTS</u> <u>FUNDS</u>	<u>49</u> <u>CAPITAL</u> <u>PROJECTS</u> <u>PARKS</u>
Revenues				
Property Tax	\$0	\$0	\$0	\$0
Residual Receipts - RPTTF	0	0	0	0
Proceeds from Sale of Property	0	0	0	0
Franchise Fees	0	0	0	0
Licenses, Fees & Permits	0	0	0	0
Sales Tax	0	0	0	0
Gas Tax	0	0	0	0
Intergovernmental Revenue/Grants	0	0	0	0
Charges for Services	0	0	0	0
Fines & Forfeitures	0	0	0	0
Miscellaneous	0	0	0	0
Use of Money & Property	0	0	0	0
Waste Water Receipts	0	0	0	0
Transfers In	<u>1,000,000</u>	<u>0</u>	<u>0</u>	<u>360,000</u>
Total Revenues	<u>\$1,000,000</u>	<u>\$0</u>	<u>\$0</u>	<u>\$360,000</u>
-				
Expenditures				
Salaries	0	0	0	0
Benefits	0	0	0	0
Materials & Supplies	0	0	0	0
Professional/Contractual Services	0	0	0	0
Lease of Facility/Equipment	0	0	0	0
Equipment	0	0	0	0
Capital Projects	1,000,000	0	0	360,000
Utilities	0	0	0	0
Debt Service	0	0	0	0
Overhead Cost Allocation	0	0	0	0
Transfers Out	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
Total Expenditures	<u>\$1,000,000</u>	<u>\$0</u>	<u>\$0</u>	<u>\$360,000</u>
Impact to Fund Balance				
Revenues	1,000,000	0	0	360,000
Expenditures	<u>1,000,000</u>	<u>0</u>	<u>0</u>	<u>360,000</u>
Net - Increase to or (Use of) Fund Balance	<u>\$0</u>	<u>\$0</u>	<u>\$0</u>	<u>\$0</u>

City of Grand Terrace
FY 2017-18 Proposed Revenue & Expense Detail by Fund

CATEGORY			
CAPITAL PROJECTS FUNDS			
FUND NUMBER & TITLE			
<u>50</u>			
<u>C I P</u>		<u>GRAND</u>	
<u>BOND</u>		<u>TOTAL</u>	
<u>PROCEEDS</u>			
\$0	\$	0	Revenues
0		0	Property Tax
0		0	Residual Receipts - RPTTF
0		0	Proceeds from Sale of Property
0		0	Franchise Fees
0		0	Licenses, Fees & Permits
0		0	Sales Tax
0		0	Gas Tax
0		0	Intergovernmental Revenue/Grants
0		0	Charges for Services
0		0	Fines & Forfeitures
0		0	Miscellaneous
0		0	Use of Money & Property
0		0	Waste Water Receipts
<u>239,015</u>		<u>1,599,015</u>	Transfers In
<u>\$239,015</u>		<u>\$1,599,015</u>	Total Revenues
			Expenditures
0		0	Salaries
0		0	Benefits
0		0	Materials & Supplies
0		0	Professional/Contractual Services
0		0	Lease of Facility/Equipment
0		0	Equipment
239,015		1,599,015	Capital Projects
0		0	Utilities
0		0	Debt Service
0		0	Overhead Cost Allocation
<u>0</u>		<u>0</u>	Transfers Out
<u>\$239,015</u>		<u>\$1,599,015</u>	Total Expenditures
			Impact to Fund Balance
239,015		1,599,015	Revenues
<u>239,015</u>		<u>1,599,015</u>	Expenditures
<u>\$0</u>		<u>\$0</u>	Net - Increase to or (Use of) Fund Balance

This page left intentionally blank.



Successor Agency





Grand Terrace Blue Mountain

City of Grand Terrace
FY 2017-18 Successor Agency Revenue and Expenditure Report

	<u>2014-15</u>	<u>2015-16</u>	<u>2016-17</u>	<u>2017-18</u>	Increase (Decrease) over(under) 2016-17 Projected
	<u>Actuals</u>	<u>Actuals</u>	<u>Projected</u>	<u>Proposed</u>	
Revenues					
Property Tax	\$ 1,447,785	\$ 2,268,226	\$ 2,190,014	\$ 2,160,478	-1.35%
Residual Receipts - RPTTF	-	-	-	-	
Proceeds from Sale of Property	-	-	-	-	
Franchise Fees	-	-	-	-	
Licenses, Fees & Permits	-	-	-	-	
Sales Tax	-	-	-	-	
Gas Tax	-	-	-	-	
Intergovernmental Revenue/Grants	-	-	-	-	
Charges for Services	-	-	-	-	
Fines & Forfeitures	-	-	-	-	
Miscellaneous	-	-	-	-	
Use of Money & Property	31,528	76,064	82,601	91,000	10.17%
Waste Water Receipts	-	-	-	-	
Transfers In	<u>22,564,097</u>	<u>2,509,414</u>	<u>2,230,078</u>	<u>2,284,067</u>	2.42%
Total Revenues	<u>24,043,410</u>	<u>4,853,704</u>	<u>4,502,693</u>	<u>4,535,545</u>	0.73%
Expenditures by Category					
Salaries	150,390	148,586	186,942	160,485	-14.15%
Benefits	57,940	49,282	30,095	63,814	112.04%
Materials & Supplies	-	-	-	-	
Professional/Contractual Services	1,641,027	1,436,317	2,016,187	2,059,760	
Lease of Facility/Equipment	-	-	-	-	
Equipment	-	-	-	-	
Capital Projects	-	-	-	-	
Utilities	-	-	-	-	
Debt Service	-	-	-	-	
Overhead Cost Allocation	-	-	-	-	
Transfers Out	<u>22,564,097</u>	<u>2,509,414</u>	<u>2,209,678</u>	<u>2,573,082</u>	16.45%
Total Expenditures	<u>24,413,454</u>	<u>4,143,599</u>	<u>4,442,902</u>	<u>4,857,141</u>	9.32%
Revenues	24,043,410	4,853,704	4,502,693	4,535,545	0.73%
Expenditures by Category	<u>24,413,454</u>	<u>4,143,599</u>	<u>4,442,902</u>	<u>4,857,141</u>	9.32%
Surplus or Approved Use of Fund Balance	<u>\$ (370,044)</u>	<u>\$ 710,105</u>	<u>\$ 59,791</u>	<u>\$ (321,596)</u>	

City of Grand Terrace
FY 2017-18 Proposed Revenue & Expense Detail by Fund

	<i>CATEGORY</i>			
	<i>GRANT FUNDS</i>			
	FUND NUMBER & TITLE			
	<u>31</u> <u>S/A RDA</u> <u>REVENUE</u> <u>FUND</u>	<u>32</u> <u>S/A CAPITAL</u> <u>PROJECTS</u> <u>FUND</u>	<u>33</u> <u>S/A DEBT</u> <u>SERVICE</u> <u>FUND</u>	<u>36</u> <u>S/A 2011 TABS</u> <u>BOND</u> <u>PROCEEDS</u>
Revenues				
Property Tax	\$2,160,478	\$0	\$0	\$0
Residual Receipts - RPTTF	0	0	0	0
Proceeds from Sale of Property	0	0	0	0
Franchise Fees	0	0	0	0
Licenses, Fees & Permits	0	0	0	0
Sales Tax	0	0	0	0
Gas Tax	0	0	0	0
Intergovernmental Revenue/Grants	0	0	0	0
Charges for Services	0	0	0	0
Fines & Forfeitures	0	0	0	0
Miscellaneous	0	0	0	0
Use of Money & Property	56,000	0	0	35,000
Waste Water Receipts	0	0	0	0
Transfers In	<u>0</u>	<u>257,707</u>	<u>2,026,360</u>	<u>0</u>
Total Revenues	<u>\$2,216,478</u>	<u>\$257,707</u>	<u>\$2,026,360</u>	<u>\$35,000</u>
		(257,707)		
Expenditures				
Salaries	0	160,485	0	0
Benefits	0	63,814	0	0
Materials & Supplies	0	0	0	0
Professional/Contractual Services	0	33,400	2,026,360	0
Lease of Facility/Equipment	0	0	0	0
Equipment	0	0	0	0
Capital Projects	0	0	0	0
Utilities	0	0	0	0
Debt Service	0	0	0	0
Overhead Cost Allocation	0	0	0	0
Transfers Out	<u>2,284,067</u>	<u>0</u>	<u>0</u>	<u>289,015</u>
Total Expenditures	<u>\$2,284,067</u>	<u>\$257,699</u>	<u>\$2,026,360</u>	<u>\$289,015</u>
Impact to Fund Balance				
Revenues	2,216,478	257,707	2,026,360	35,000
Expenditures	<u>2,284,067</u>	<u>257,699</u>	<u>2,026,360</u>	<u>289,015</u>
Net - Increase to or (Use of) Fund Balance	<u>(\$67,589)</u>	<u>\$8</u>	<u>\$0</u>	<u>(\$254,015)</u>

City of Grand Terrace
FY 2017-18 Proposed Revenue & Expense Detail by Fund

<u>CATEGORY</u>			
<u>GRANT FUNDS</u>			
<u>FUND NUMBER & TITLE</u>			
<u>37</u>		<u>GRAND</u>	
<u>S/A CRA</u>		<u>TOTAL</u>	
<u>PROJECTS</u>			
<u>TRUST</u>			
\$0	\$	2,160,478	Revenues
0		0	Property Tax
0		0	Residual Receipts - RPTTF
0		0	Proceeds from Sale of Property
0		0	Franchise Fees
0		0	Licenses, Fees & Permits
0		0	Sales Tax
0		0	Gas Tax
0		0	Intergovernmental Revenue/Grants
0		0	Charges for Services
0		0	Fines & Forfeitures
0		0	Miscellaneous
0		91,000	Use of Money & Property
0		0	Waste Water Receipts
<u>0</u>		<u>2,284,067</u>	Transfers In
<u>\$0</u>		<u>\$4,535,545</u>	Total Revenues
			Expenditures
0		160,485	Salaries
0		63,814	Benefits
0		0	Materials & Supplies
0		2,059,760	Professional/Contractual Services
0		0	Lease of Facility/Equipment
0		0	Equipment
0		0	Capital Projects
0		0	Utilities
0		0	Debt Service
0		0	Overhead Cost Allocation
<u>0</u>		<u>2,573,082</u>	Transfers Out
<u>\$0</u>		<u>\$4,857,141</u>	Total Expenditures
			Impact to Fund Balance
0		4,535,545	Revenues
<u>0</u>		<u>4,857,141</u>	Expenditures
<u>\$0</u>		<u>(\$321,596)</u>	Net - Increase to or (Use of) Fund Balance

This page left intentionally blank.



Debt Service





Grand Terrace Rollins Park

Annual Debt Service Payment Schedules

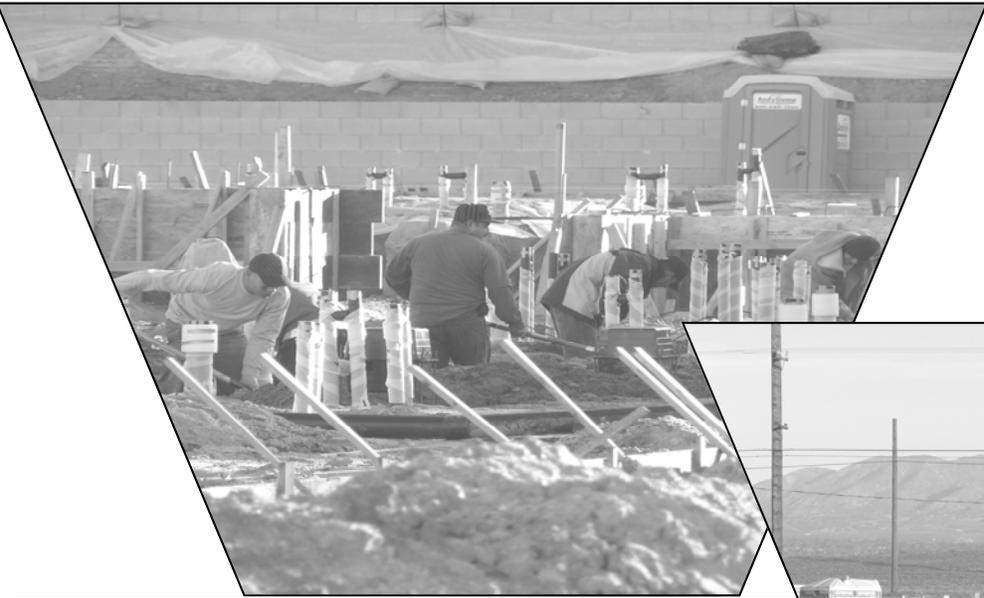
<u>Fiscal Year</u>	<u>2011 A Tax Allocation Bonds</u>			<u>2011B Tax Allocation Bonds</u>		
	<u>Principal</u>	<u>Interest</u>	<u>Total</u>	<u>Principal</u>	<u>Interest</u>	<u>Total</u>
2011	-	177,712	177,712	-	88,475	88,475
2012	260,000	841,795	1,101,795	220,000	419,090	639,090
2013	280,000	836,595	1,116,595	235,000	403,470	638,470
2014	285,000	828,195	1,113,195	255,000	386,785	641,785
2015	295,000	819,645	1,114,645	270,000	368,680	638,680
2016	310,000	807,845	1,117,845	290,000	349,510	639,510
2017	320,000	795,445	1,115,445	310,000	328,920	638,920
2018	330,000	783,445	1,113,445	335,000	306,910	641,910
2019	340,000	769,915	1,109,915	360,000	283,125	643,125
2020	360,000	755,040	1,115,040	385,000	257,565	642,565
2021	380,000	736,680	1,116,680	410,000	230,230	640,230
2022	400,000	717,300	1,117,300	440,000	198,660	638,660
2023	420,000	696,900	1,116,900	475,000	164,780	639,780
2024	440,000	671,700	1,111,700	515,000	128,205	643,205
2025	465,000	645,300	1,110,300	555,000	88,550	643,550
2026	495,000	617,400	1,112,400	595,000	45,815	640,815
2027	1,165,000	587,700	1,752,700	-	-	-
2028	1,240,000	517,800	1,757,800	-	-	-
2029	1,310,000	443,400	1,753,400	-	-	-
2030	1,390,000	364,800	1,754,800	-	-	-
2031	1,475,000	281,400	1,756,400	-	-	-
2032	1,560,000	192,900	1,752,900	-	-	-
2033	1,655,000	99,300	1,754,300	-	-	-
	<u>\$15,175,000</u>	<u>\$13,988,212</u>	<u>\$29,163,212</u>	<u>\$5,650,000</u>	<u>\$4,048,770</u>	<u>\$9,698,770</u>

This page left intentionally blank.



Appendices





Grand Terrace Senior Center Construction

CITY-WIDE FUND DESCRIPTIONS



This page left intentionally blank.



City of Grand Terrace Fund Descriptions

General Fund (10)

In public sector accounting, the primary or catchall fund of a government, government agency, or nonprofit entity such as a university. It is similar to a firm's general ledger account, and records all assets and liabilities of the entity that are not assigned to a special purpose fund. It provides the resources necessary to sustain the day-to-day activities and thus pays for all administrative, police and operating expenses. When governments or administrators talk about balancing the budget' they typically mean balancing the budget for their general fund.

General Fund (sub- funds)

Community Benefits Fund (61) This fund is used to account for the grant funding program approved by the City Council to assist local community groups in providing funding for community projects that must be completed during the fiscal year. Successful applicants are required to sign a letter of agreement that outlines the terms and conditions of funding. Successful applicants are also required to provide participation data, and data that demonstrate if the funded application has achieved City Council's outcomes.

Public Safety Fund (64) This fund was initially established to account for the QLEAP funding (Quality of Life Enhancement and Preservation) for public safety enhancements approved by the City Council. This fund will account for financial transactions relating to public safety charges for overtime, City camera projects, weekend code enforcement and emergency operations coordination.

Equipment Replacement Reserve Fund (70) This fund accounts for all financial transactions involving the purchase of budgeted capital expenditures funded by reserves for equipment replacement. The General Fund provided the initial funding for this equipment replacement reserve fund.

Special Revenue Funds

Child Care Fund (09) The Child Care Fund accounts for all revenues collected and all expenditures incurred by the City's Child Care Services program. Resources in this fund come from fees paid by participants in the various services offered by the City's fully licensed child care program. The Child Care Program also receives nutrition grant revenues from the State of California, Department of Education.

Street Improvements Fund (11) All new development is required to pay a Development Impact Fee for Streets. This fund accounts for all revenue collected for Street Capital Improvement Fees under the Municipal Code. Funds should be expended in accordance with the latest adopted fiscal impact study and capital needs assessment.

City of Grand Terrace Fund Descriptions (*continued*)

Storm Drain Improvements Fund (12) All new development is required to pay a Development Impact Fee for Storm Drain Capital Improvement. This fund accounts for all revenue collected for Storm Drain Capital Improvement Fees under the Municipal Code. Funds should be expended in accordance with the latest adopted fiscal impact study and capital needs assessment. Storm drain capital improvement and maintenance fund, for the purpose of developing a storm drain master plan and a storm drain system in accordance with the master plan. The fees shall be established by a resolution and shall be placed in a fund exclusively for the use specified in this subsection. (Ord. 102 § 18, 1986; Ord. 44 § 2(D), 1981)

Park Fund (13) All new development is required to pay a Development Impact Fee for Parks. This fund accounts for all revenue collected for Park Improvement Capital Improvement Fees under the Municipal Code. Funds should be expended in accordance with the latest adopted fiscal impact study and capital needs assessment or master plan. Park capital improvement and maintenance fund, for the purpose of purchasing the land and developing and maintaining the City park system. The City Council shall have the option to request dedication of land for park purposes or, in lieu thereof, request that the applicant pay a fee in accordance with the resolution setting the fees. (Ord. 102 § 18, 1986; Ord. 44 § 2(D), 1981).

Supplemental Law Enforcement Services (SLESF) Fund (14) State Legislature has granted monies for the purpose of providing funds to local governments for front line law enforcement services. GC 30061-30065. This was originally funded by the state as a pacifier to local governments for the ERAF shift.

Air Quality Improvement Fund (15) "Mobile source air pollution reduction programs" means any program or project implemented by the City to reduce air pollution from motor vehicles which it determines will be consistent with the California Clean Air Act of 1988 or the plan proposed pursuant to Article 5 (commencing with Section 40460) of Chapter 5.5 of Part 3 of the California Health and Safety Code. All revenues received from the SCAQMD and deposited in the fund shall be exclusively expended on mobile source emission reduction programs as defined in Section 16.04.020. Such revenues and any interest earned on the revenues shall be expended within one year of the completion of the programs.

Gas Tax Fund (16) The Gas Tax Fund is the result of laws that tax the sale of gasoline. The City's share of gas tax revenue is based on a formula consisting of vehicle registration, assessed valuation, and population. The funding generated is used to perform citywide repairs and restoration to existing roadways, reduce congestion, improve safety, and provide for the construction of assets within the public right-of-way. The Gas Tax funds the maintenance of street lighting, traffic signals, traffic signs, and related facilities.

Traffic Safety Fund (17) VEHICLE CODE SECTIONS 42200-42205 42200. (a) Of the total amount of fines and forfeitures received by a city under Section 1463 of the Penal Code that proportion which is represented by fines and forfeitures collected from any person charged with a misdemeanor under this code following arrest by an officer employed by a city, shall be paid into the treasury of the city and deposited in a special fund to be known as the "Traffic Safety Fund," and shall be used exclusively for official traffic control devices, the maintenance thereof, equipment and supplies for traffic law

City of Grand Terrace Fund Descriptions (*continued*)

enforcement and traffic accident prevention, and for the maintenance, improvement, or construction of public streets, bridges, and culverts within the city, but the fund shall not be used to pay the compensation of traffic or other police officers. The fund may be used to pay the compensation of school crossing guards who are not regular full-time members of the police department of the city.

Facilities Development Fund (19) Public Use Facilities Fund development impact fee. Funds should be expended in accordance with the latest adopted fiscal impact study and capital needs assessment or master plan.

Measure I Fund (20) The San Bernardino County Transportation Authority (SBCTA) administers San Bernardino County's half-cent transportation sales tax, Measure I. This half-cent tax, initially adopted by county voters in November 1989 expired on March 31, 2010. However, county voters approved the continued imposition of the tax by SBCTA in the incorporated and unincorporated territory of the County of San Bernardino for a period of thirty (30) years beginning April 1, 2010. This one-half of one percent retail transactions and use tax is statutorily dedicated for transportation planning, design, construction, operation and maintenance only in San Bernardino County and cannot be used for other governmental purposes or programs. This tax funds local and regional transportation projects countywide. Expenditure rules are generally similar to Gas Tax laws.

Community Development Block Grant (CDBG) Fund (22) This fund is used to record the revenue received for related federal funds and expenditures for approved CDBG programs.

Spring Mountain Ranch Fund (25) This fund is used to account for revenues & expenditures applicable to traffic mitigation fees received for Spring Mountain Ranch.

Landscape and Lighting Assessment District (26) This fund accounts for revenues and expenditures from Landscape and Street Lighting District 89-1. The district is an assessment district formed under the California Street Lighting Act of 1972 for the purpose of right of way lighting and landscaping. Revenue is derived from property tax assessments levied annually to pay for the related property maintenance.

Housing Authority Fund (52) This fund is used to account for the assets & liabilities of the former Low Income Housing Fund, as well as any financial transactions related to the operation of the City's Housing program.

Light Up Grand Terrace Fund (62) This fund was established to record revenues & expenditures related to the annual lighting up of the City of Grand Terrace during the Christmas Season. Revenues for this fund come from donations from various individuals and organizations supporting the festivities.

GT Illegal Fireworks Enforcement (63) This fund accounts for revenues received in the enforcement of campaign against illegal fireworks in the City of Grand Terrace, most especially around the Fourth of July holiday. Expenditures incurred relating to illegal fireworks enforcement are also recorded in this fund.

Senior Bus Program Fund (65) This fund accounts for all financial transactions relating to the Senior Bus Program of the City funded by grant funds from V-trans. Additional funding for this program comes from the Air Quality Improvement Fund and the City's General Fund.

City of Grand Terrace Fund Descriptions (*continued*)

CAL Recycle Grant Fund (66) This fund was established to account for all financial transactions relating to grant funding from the Department of Resources Recycling and Recovery (Cal Recycle). The eligible activities for the CAL Recycle grant funds include new or existing curbside recycling programs, neighborhood drop-off recycling programs, public education promoting the program, litter prevention and cleanup programs, cooperative regional efforts between two or more cities, counties or both & other beverage container recycling programs.

Public, Educational & Government (PEG) Access Programming (67) This fund is supported by the PEG fee that is assessed to each cable subscriber. PEG access may be mandated by local or state government to provide any combination of television production equipment, training and airtime on a local cable system to enable members of the public, accredited educational institutions, and government to produce their own shows and televise them to a mass audience.

Active Transportation Program (ATP) Fund (73) The ATP consolidates existing federal and state transportation programs, including the Transportation Alternatives Program (TAP), Bicycle Transportation Account (BTA), and State Safe Routes to School (SR2S), into a single program with a focus to make California a national leader in active transportation.

The purpose of ATP is to encourage increased use of active modes of transportation by achieving the following goals:

- Increase the proportion of trips accomplished by biking and walking,
- Increase safety and mobility for non-motorized users,
- Advance efforts of regional agencies to achieve greenhouse gas reduction goals,
- Enhance public health,
- Ensure that disadvantaged communities fully share in the benefits of the program, and
- Provide a broad spectrum of projects to benefit many types of active transportation users.

Highway Safety Improvement Program Grant Fund (74) The Highway Safety Improvement Program (HSIP), codified as Section 148 of Title 23, United States Code (23 U.S.C. §148) is one of the core federal-aid programs in the new federal surface transportation act, Fixing America's Surface Transportation Act (FAST), which was signed into law on December 4, 2015. The purpose of the HSIP program is to achieve a significant reduction in traffic fatalities and serious injuries on all public roads, including non-State-owned public roads and roads on tribal land.

This federal grant award to the City of Grand Terrace will be spent on proposed roadway safety improvements on Mt. Vernon Ave, which include the following:

1. Installation of Radar Feedback Signs.
2. Improvements to roadways and crosswalk pavement markings and striping.
3. Installation of new street lights at locations where visibility needs to be enhanced.
4. Installation of flashing STOP signs and beacons.

Emergency Management Preparation Grant Fund (75) The EMPG grant fund accounts for revenues and expenditures related to the EMPG program. The EMPG Program's purpose is to provide a system of emergency preparedness for the protection of life and property in the United States from hazards

City of Grand Terrace Fund Descriptions (*continued*)

and to vest responsibility for emergency preparedness jointly in the Federal government and the states and their political subdivisions. The Federal government, through the EMPG Program, provides necessary direction, coordination, and guidance, and provides necessary assistance to support a comprehensive all hazards emergency preparedness system.

Enhanced Infrastructure Financing District Fund (76) On September 29, 2014 SB 628 was signed into law by Gov. Jerry Brown. SB 628 grants cities and counties the power to create Enhanced Infrastructure Financing Districts (EIFDs) in order to finance public capital facilities or other specified projects of communitywide significance that provide significant benefits to the district or the surrounding community. SB 628 expands on the powers granted to cities and counties pursuant to Infrastructure Financing Districts (IFDs) and Community Facility Districts (CFDs). EIFDs provide greater flexibility to local governments seeking to invest in infrastructure and community revitalization, including a lower voter approval threshold to issue bonds and a wider range of infrastructure investments. This fund will account for all financial activities related to all EIFD efforts.

Capital Projects Funds

Capital Improvements -Streets (46) Capital Projects Fund used to account for financial resources used for the improvement of major capital street projects.

Capital Projects Fund (48) Capital Projects Fund used to account for financial resources provided by grant funds for the land acquisition and construction of the Grand Terrace Fitness Park.

Capital Projects Fund . Parks (49) Capital Projects Fund used to account for financial resources used for the improvement of Parks- related projects.

Capital Projects . Bond Proceeds (50) Capital Projects Fund used to account for the 2011 Tax Allocation bond proceeds for capital project improvements.

Enterprise Fund

Waste Water Disposal Fund (21) An enterprise fund which uses accounting similar to business accounting utilizing full accrual and depreciation of assets. The City now has a Sewer Services Agreement with the City of Colton and the Colton Utility Authority. The purpose of this fund at this time is to account for the remaining assets and liabilities of this enterprise fund formerly operated by the City.

Successor Agency (S/A) Funds

S/A RDA Obligation Retirement Fund (31) All property tax increment received from the County of San Bernardino for redevelopment enforceable obligations are deposited into this fund. These funds are received from the Redevelopment Property Tax Trust Fund (RPTTF). Funds needed by the S/A Capital Projects Fund, the S/A Successor Agency Fund, and the S/A CRA Projects Trust Fund are transferred out from this RDA Obligation Retirement Fund.

City of Grand Terrace Fund Descriptions (*continued*)

S/A Capital Projects Fund (32) Since the passing of ABx1 26 resulting in redevelopment dissolution, all Successor Agency operating expenditures approved by the Department of Finance (DOF) as enforceable obligations are accounted for in this fund.

S/A Debt Service Fund (33) Since the passing of ABx1 26 resulting in redevelopment dissolution, all Successor Agency debt service payments approved by the Department of Finance (DOF) as enforceable obligations are accounted for in this fund.

S/A Debt Service Fund (36) This fund was established to account for the proceeds of the 2011 Tax Allocation Bonds and all related revenue and expenditure transactions.

S/A CRA Projects Trust Fund (37) This fund was created to record commitment or obligations to redevelopment or economic development agreements. The only funds held for commitment at this time is for the economic development agreement (2011) with Stater Bros.

CITY-WIDE GLOSSARY OF TERMS



This page left intentionally blank.



City of Grand Terrace Glossary of Terms

Air Quality Subvention Revenue

Beginning in 1991, a surcharge was added to this area's vehicle registration fees to help fund air pollution control efforts. This surcharge consists of a \$4 per vehicle state fee and an additional \$1 per vehicle District-wide fee. The \$1 fee and 30% of the \$4 fee from vehicles registered in our four counties goes to the AQMD to be used for Mobile source programs such as those promoting ridesharing and developing clean fuels. Forty percent of the \$4 fee goes directly to cities for air quality improvements involving mobile sources. Grants for programs intended to reduce vehicle emissions are available on a competitive basis subject to funds.

Budget

A spending guideline adopted by the governing body of an organization by which the individual and specific goals and purpose of the organization are promoted and achieved.

Budgetary Accounting

A method of accounting in which the planned amounts and actual amounts spent and received are both included in the accounts, so that you can see at any time how much of the planned amount remains.

California Public Employees Retirement System (CalPERS)

The California Public Employees' Retirement System is an agency in the California executive branch that manages pension and health benefits for more than 1.6 million California public employees, retirees, and their families.

Citizen Option for Public Safety (COPS) Grant

Assembly Bill 1913 (Schiff-Cardenas Crime Prevention Act), signed into law in 2000, provides funding to cities and counties for frontline law enforcement officers and juvenile justice initiatives. With the passage of Assembly Bill 118 in 2011, the State of California amended Government Code 30061 as part of the criminal justice realignment plan. This provided financing for the Citizen Option for Public Safety (COPS) program.

Community Development Block Grant (CDBG)

The Community Development Block Grant (CDBG) program is a flexible program that provides communities with resources to address a wide range of unique community development needs. Beginning in 1974, the CDBG program is one of the longest continuously run programs at HUD.

The primary federal objective of the CDBG program is the development of viable urban communities by providing decent housing and a suitable living environment and through expanding economic opportunities, principally, for persons of low-and moderate-income. Persons of low and moderate income are defined as families, households, and individuals whose incomes do not exceed 80 percent of the county median income, adjusted for family or household size.

Conditional Use Permit

A conditional use permit is a document that allows a city or county to consider special uses that may be essential to a specific community, through a public hearing process. It is however not allowed as a matter of right within a zoning district. It enables a municipality to control certain uses that could have detrimental effects on the community.

City of Grand Terrace Glossary of Terms *(continued)*

Development Impact fees (DIF)

Development impact fees are one-time charges applied to offset the additional public-service costs of new development. They are usually applied at the time a building permit is issued and are dedicated to provision of additional services, such as water and sewer systems, roads, schools, libraries, and parks and recreation facilities, made necessary by the presence of new residents in the area. The funds collected cannot be used for operation, maintenance, repair, alteration, or replacement of existing capital facilities and cannot be added to general revenue. They are user fees levied in anticipation of use, expanding the capacity of existing services to handle additional demand.

Energy Efficiency and Conservation Block Grant (EECBG)

The Energy Efficiency and Conservation Block Grant (EECBG) is a program in the United States, which provides federal grants to units of local government to reduce energy use and fossil fuel emissions, and for improvements in energy efficiency.

Expenditures

Actual payment of cash or cash-equivalent for goods or services, or a charge against available funds in settlement of an obligation as evidenced by an invoice, receipt, voucher, or other such document.

Expenditures Accounts

Expenditure accounts are generally differentiated as to type of expenditures. Generally, the types of expenditures are segregated between Salaries and benefit accounts; Maintenance and Operations accounts and Capital and Non-recurring accounts.

Fund Accounting

Fund accounting is an accounting system emphasizing accountability rather than profitability, used by non-profit organizations and governments. In this system, a fund is a self-balancing set of accounts, segregated for specific purposes in accordance with laws and regulations or special restrictions and limitations.

Fund Balance

Fund balance is defined as the difference between the assets and liabilities of a fund. Fund balance is terminology that is applicable to fund level-reporting of individual Governmental funds and is based on the modified accrual basis of accounting. It is used as a measure of the amount available to budget or spend in the future.

GAAP

Accounting Principle termed Generally Accepted Accounting Principles -Recognized accounting principles that the City is expected to follow for such items as revenue recognition and fund accounting.

Property Tax

An annual tax on the owner of real or business property. The tax is generally allocated among overlapping taxing agencies that provide services to the property or property owner. The allocation percentages are generally frozen by passing of Proposition 13 in 1978.

City of Grand Terrace Glossary of Terms (continued)

Recognized Obligation Payment Schedule

A Recognized Obligation Payment Schedule is a document setting forth the minimum payment amounts and due dates of payments required by enforceable obligations for each six-month fiscal period as provided in subdivision (m) of Section 34177 of California's Health & Safety Codes.

Revenues

Financial resources received and recorded in a governmental agency. Revenues are generally taxes, fees, grants or use of money or property or some variation thereof.

Sales Tax

A tax on the sale of most goods but generally not services.

City of Grand Terrace
State Sales & Use Tax

Jurisdiction	Rate	Purpose - Authority
State	4.1875%	General Fund -Revenue & Taxation Code Sections 6051, 5201
State	0.2500%	Fiscal Recovery Fund Rev. & Tax Code Sections 6051.3, 6201.3
State	0.5000%	Local Public Safety Fund - Section 35, Article XIII
State	0.5000%	Local Revenue Fund (local health & social services programs) -
State	<u>0.5625%</u>	Local Revenue Fund - Rev. & Tax Code Sections 6051.15
	6.2500%	STATE SUB-TOTAL
County	0.2500%	County Transportation Fund - Rev.& Tax Code Sections 7203.1
County	<u>0.5000%</u>	Measure "I" Fund
	0.5000%	COUNTY SUB-TOTAL
City	<u>1.0000%</u>	City Operations - Revenue & Taxation Code Sections 7203.1
	1.0000%	CITY SUB-TOTAL
	<u>7.7500%</u>	GRAND TOTAL

This page left intentionally blank.

