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City of Norco
Adopted Budget

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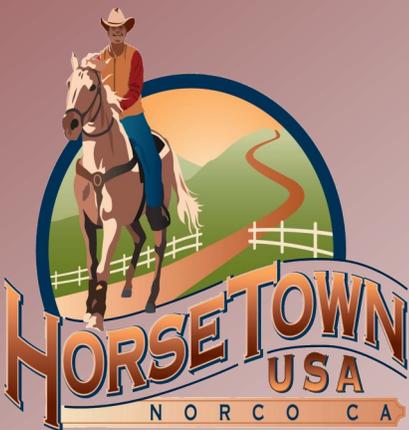




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City of Norco
Adopted Budget

Mayor's Budget Message



CITY of NORCO

CITY HALL • 2870 CLARK AVENUE • NORCO CA 92860 • (951) 735-3900 • www.norco.ca.us • 

July 1, 2015

To the Residents of Norco,



After fifty years of Cityhood, we continue to enjoy the City's unique identity in the region, and indeed in the state, as a community that values rural living in a City atmosphere. Despite our animal-keeping lifestyle supported by large lots zoning requirements we have been able to sustain our City's financial viability. We have overcome economic recessions, confiscation of City revenues by the state and more recently the dissolution by the state of the Norco Community Redevelopment Agency which helped attract economic development to our City.

The City's spending plan (budget) for Fiscal Year (FY) 2015-2016, which begins on July 1, 2015 and ends on June 30, 2016, continues to build on our tradition of ensuring financial viability by presenting a balance between projected revenues and expenditures for the City's Operating Budget which totals \$33.8 million. The City's FY 2015-2016 budget maintains funding for existing City services and accomplishes the following:

- Maintains a healthy General Fund reserves of \$7.0 million; this rainy day reserve ensures that the City is able to maintain essential services during economic downturn and emergencies. It represents 42.5% of total General Fund Operating Budget for the coming Fiscal Year 2015-2016.
- Provides funding for estimated 7% cost increase to our contract with Riverside County Sheriff for police services and 9% increase to Riverside County Fire for fire protection and emergency services.
- This budget continues to make progress towards paying down the City's liability for post-retirement medical insurance costs.
- Continues to set aside funding for the replacement of City computing, communication and automotive equipment.

While the City is able to continue funding current City services with increases in contractual and pension costs, future budget outlook still remains challenging. Total City General Fund revenues appear to have bottomed while costs are continuing to rise. This scenario could result in structural budget gap in the coming years and negatively affect the City's ability to maintain services at current levels.

Late in FY 2014-2015, the State Water Resources Board mandated water conservation measures which applies to all water agencies including the City of Norco. These measures which provide for water use restrictions could have significant negative financial impact on the City's Water Fund revenues and/or lead to significant increases in water rates for the residents. City Council and staff are currently exploring various ways to mitigate the potential negative impacts of the state's mandates.

In addition to the challenge of maintaining ongoing services, the City is also challenged to find sustainable financial means to support the maintenance and timely replacement of the City's aging infrastructure and other capital facilities. Over the next 10-20 years, the City will need tens of millions of dollars to maintain and replace critical infrastructure that the City needs to attract economic development and provide services to residents. The City Council established the Ad-Hoc Committee on Infrastructure Needs and Funding Options over a year ago to assist the Council in finding ways to meet this challenge. The Ad-Hoc Committee is expected to submit its final recommendations soon, and the residents will have an opportunity to determine how the City will meet this important challenge.

In order to gain more understanding of the City's budget, I encourage you to read the additional information presented in Budget Overview and Analysis Section of this budget document.

Sincerely,

Herb Higgins, Mayor

CITY COUNCIL

HERB HIGGINS
Mayor

KEVIN BASH
Mayor Pro Tem

KATHY AZEVEDO
Council Member

BERWIN HANNA
Council Member

GREG NEWTON
Council Member



2015-16

City of Norco
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Mission Statement

To serve Norco residents and businesses in a professional, ethical and cost effective manner with excellent customer service and to provide a high quality of life in a community that values a rural atmosphere.



2015-16

City of Norco
Adopted Budget

Budget Overview & Analysis

BUDGET OVERVIEW AND ANALYSIS

SUMMARY

The Fiscal Year (FY) 2015-2016 Operating Budgets for the City are based on maintaining services at current levels. Except for the Water Fund, the FY 2015-2016 Operating Budgets provides a balance between projected revenues and expenditures. The Water Fund is expected to be balanced with the implementation of purchased water cost pass-through rate adjustment during the fiscal year. The City is entering the third year of favorable budget performance following several years of significant financial stress from the impacts of the severe recession that began in early Fiscal Year 2008-2009. The last three fiscal years have been marked by improving revenues. However, the City's Operating Budgets still face significant challenges in the future. Sales tax, which is the General Fund's major source of revenue, has been steadily increasing at healthy rates over the last four years and is projected to continue to grow in FY 2015-2016. Along with improving sales tax revenues, property tax revenues are also inching up slightly as a result of the improvement in assessed values and residual tax increment receipts from the dissolved Redevelopment Agency. In the coming fiscal year, General Fund revenue is projected to grow at a 2% rate while expenditures are projected to grow at 7.7% due to increases in third party costs such as police, fire and pension costs.

The Operating Budget for FY 2015-2016 provides funding to make the required contribution to pension, post-retirement healthcare benefits, and provides adequate contribution to fund future equipment replacement needs. In addition to a balanced General Fund budget, the City's Sewer Fund budget is also balanced along with all other Operating Funds except for the Water Fund. The Water Fund budget is expected to be balanced during the year by implementing the purchased water cost pass-through adjustment rate.

During the recession, which significantly reduced General Fund revenues, especially sales tax, the City embarked on aggressive expenditure reductions. The budget savings achieved through organizational restructuring, including contracting out services and implementation of a hiring freeze, remains in place today and continues to generate permanent savings to the budget. During the recessionary years, the City's structural budget deficit was addressed by drawing from fund balance, deferring certain expenditures, and use of one-time revenues. Over the last three years, the City has rebuilt the General Fund balance to help cushion the impact of future economic downturns. The proposed FY 2015-2016 General Fund budget does not defer expenditures or rely on the use of one-time revenues.

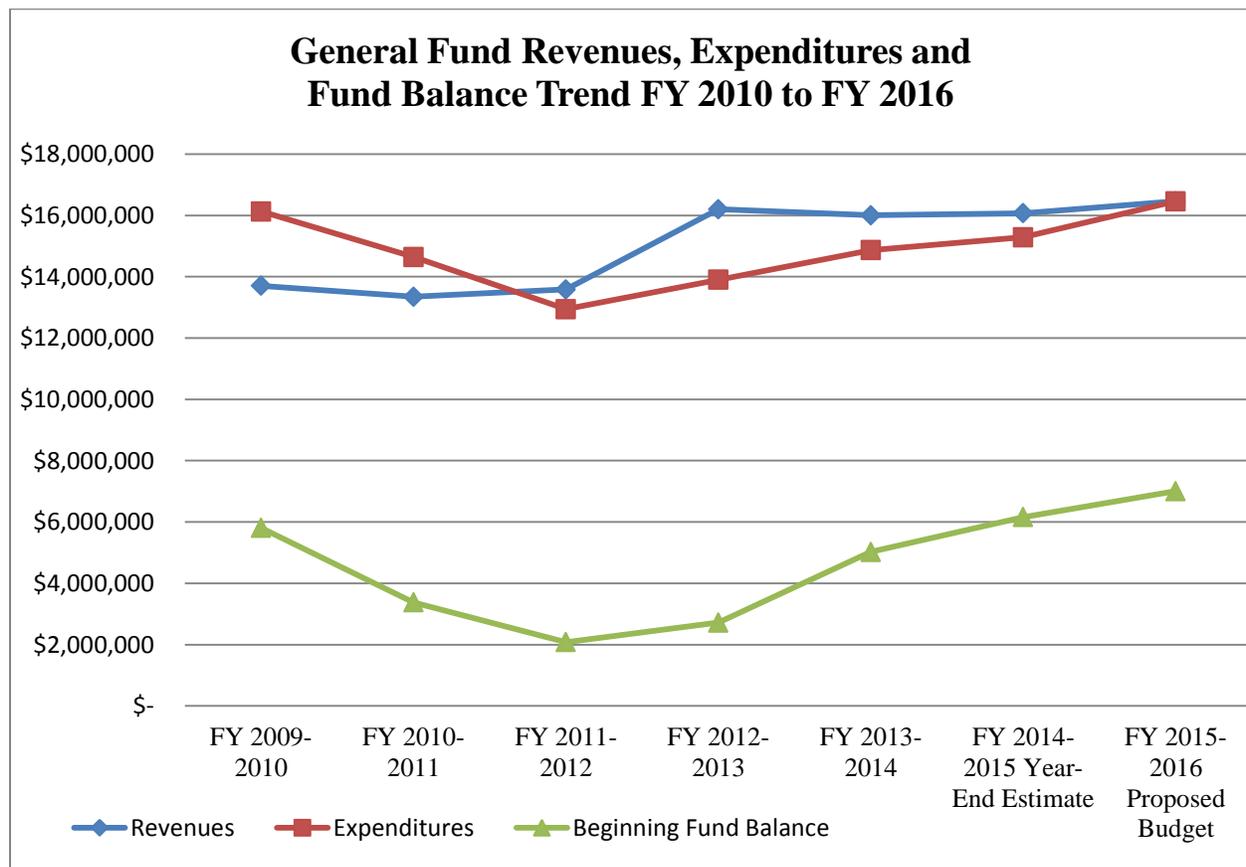
The budget accomplishes the following:

- Maintains a healthy fund balance estimated at nearly \$7.0 million by the end of the Fiscal Year 2014-2015. This rainy day fund represents 42.5% of total General Fund Operating Budget for FY 2015-2016.
- Maintains existing service levels.

- Avoids use of one-time revenues or inter-fund borrowing.
- Provides funding for estimated 7% increase in Sheriff’s contract and estimated 9% increase in County Fire contracts.
- Provides funding to continue paying down City liability for post-retirement medical insurance costs.
- Provides funding to pay for pass-through CalPERS pension rate increases.
- Reduces overall operations and maintenance expenditures across departments.
- Provides \$75,000 contribution to Information and Technology Fund for future technology upgrades and \$75,000 to NPDES Storm Drain Operations Fund to cover anticipated budget shortfall created by increasing compliance requirements and mandates.

General Fund Revenues, Expenditures and Fund Balance Trend

The chart below provides historical trend information regarding General Fund revenues, expenditures, and fund balance over the last six years as well as the projected FY 2015-2016 budget information. This chart is useful in assessing the City’s efforts to control expenditures, enhance revenues, and build a healthy “rainy day” fund balance.



As can be seen from this multi-year trend chart, during the recessionary years of FY 2010 through FY 2011, operating expenditures exceeded operating revenues. Consequently, the City drew from fund balance to close the structural budget deficit. In FY 2012, with the deferral of certain expenditures (contributions to equipment replacement reserve and post-retirement healthcare) actual operating revenues and expenditures were nearly in balance and fund balance reached a bottom. In FY 2012-2013, revenues exceeded expenditures due to an increase in operating revenues and receipt of one-time revenues from inter-fund borrowing (Special Asset Revenue Fund). In FY 2013-2014, the \$1.0 million borrowing from Special Asset Revenue Fund was repaid by the General Fund and yet the City managed to add to fund balance. As a result, fund balance started to increase again after several years of reductions. It is now anticipated that fund balance will reach \$7.0 million at the beginning of FY 2015-2016. In the proposed FY 2015-2016 budget, staff estimates that total revenues will exceed total expenditures by \$1,679 which will add to fund balance. The proposed FY 2015-2016 budget projects total revenues of \$16,458,809 and total expenditures of \$16,457,130.

General Fund Expenditures Overview: During FY 2011-2012, the City made significant progress towards expenditure reduction and control by making changes in the way public safety services are delivered to City residents and businesses. The staffing changes made for police services and the contracting out of fire services continues to generate significant permanent savings to the General Fund. Significant expenditure reductions have also been achieved over the last four years by capping City subsidy for health insurance and requiring all employees to contribute a minimum of 4% towards the cost of funding for their pension retirement benefits. In FY 2015-2016 employees will be required to contribute a minimum of 6% of their pay towards the cost of funding for their pension retirement benefits. This increased contribution by employees will help contain the rapidly increasing cost of pension benefits to the City. Through re-organizations, attrition and contracting out, the total number of full-time employees was reduced from 103 in FY 2008-2009 to 49 which continues as of the FY 2015-2016 proposed budget. For the last three years, the City has been able to provide a full range of municipal services using 49 full-time employees.

The proposed FY 2015-2016 budget includes total General Fund projected expenditures of \$16,457,130 compared to total estimated FY 2014-2015 year-end estimated expenditures of \$15,287,526. Further detailed information regarding the changes from FY 2014-2015 to FY 2016-2016 is provided in the expenditure analysis section of this report. Outlined below are the key factors that affected the FY 2015-2016 proposed expenditure budget:

- No major change in projected service levels especially for public safety programs which make up more than 53% of total General Fund expenditures.
- No changes in staffing level, but full-time employees' salaries are projected to increase by 3% with employees contributing additional 2% of their pay towards pension benefit costs. Hence, the overall cost impact of the proposed salary adjustment to the City is 1%.

- Expenditure projection includes increase in third party pass-through costs including fire contract, sheriff contract, pension rates, and other contractual services.
- Expenditure projections also include maintaining the amount of FY 2014-2015 contributions of \$300,000 from the General Fund towards the payment of accrued liability for retiree medical insurance; \$75,000 towards the future replacement of information technology equipment; and \$75,000 towards NPDES Fund to cover that Fund's budget structural shortfall created by increasing requirements on the City by third parties to control storm water run-off.

As previously discussed, while service and staffing levels are projected to remain at the same level in FY 2015-2016 as in FY 2014-2015, the proposed FY 2015-2016 budget includes projected rate increase of 7% and 9% respectively, for sheriff and fire contracts. Increases are also projected for pension rates, retiree medical insurance, and contractual services. Pension rates are projected to increase from 25.807% in FY 2014-2015 to 33.201% in FY 2015-2016. The level of contribution to fund accrued liability for retiree medical insurance, information technology, and equipment replacement is projected to remain unchanged from FY 2014-2015. However, the FY 2015-2016 includes additional \$25,000 transfer to the NPDES Fund. Further analysis and information are provided in the detail expenditure analysis section.

General Fund Revenues Overview: The City is continuing with aggressive efforts to increase economic development by attracting sales tax generators that complement the City's "Horsetown USA" image. These efforts are continuing to pay dividends based on the number of high profile retailers that have chosen to locate in the City over the last year. During the year, Car Champs opened a dealership and Tractor Supply opened a store in the City. As a result of these efforts, and in conjunction with the recovering economy, the City's sales tax revenue is continuing to see noticeable increases. Before the recession, sales tax peaked at \$6.2 million annually and at the depth of the recession, sales tax revenue reached a low of \$3.3 million. The FY 2015-2016 General Fund budget includes estimated sales tax revenues of over \$5.9 million, which is nearing the pre-recession high of \$6.2 million. This reflects an estimated cumulative increase of over 80% from the low of \$3.3 million in FY 2009-2010. The ability of the City to balance its General Fund budget in the future largely depends on future sales tax growth. However, it is also important to note that given the size of the City and sales tax numbers prior to the recession, sales tax growth is expected to level off in the near future.

Other major ongoing operating revenues of the General Fund, including motor vehicle in lieu license fees and charges for services, are projected to remain essentially flat for FY 2015-2016. Property tax is projected to decrease in FY 2015-2016 from FY 2014-2015 due to higher than anticipated residual tax increment allocation from the County in FY 2014-2015. Franchise fees are projected to increase due to increase in franchise fee rate to the City's Refuse Franchise Agreement with Waste Management. The lack of growth in other revenue categories coupled with anticipated continuing growth in third

party costs could lead to future structural budget deficit which may lead to reduction in service levels.

Other Funds: The FY 2015-2016 recommended operating budget also includes the operating activities of the City's Water, Sewer, Gas Tax, and NPDES Funds. The budget estimates show that there will be sufficient ongoing revenues to cover expenditures in all of these Funds except for the Water and NPDES Funds. Due to minimal revenues received from assessments and expanding storm drain regulatory requirements, the FY 2015-2016 NPDES Fund budget relies on a transfer of \$75,000 from the General Fund in order to achieve a balanced budget. Staff will continue to look for options for generating additional revenues which are needed to meet the minimum costs of complying with program requirements imposed on the City by other government agencies. While the Water Fund budget is not currently balanced, it is anticipated that the budget will be balanced by implementing purchased water pass-through cost rate adjustment. Staff will be closely monitoring overall Water Fund revenues and expenses to ensure that rates are adjusted timely, especially in light of anticipated reduction in consumption due to mandatory water conservation. The Water Fund and Sewer Fund budgets include set-aside amounts of \$300,000 and \$250,000, respectively, for future water and sewer capital infrastructure replacement.

Budget Presentation

The City's Fiscal Year 2015-2016 operating budget is summarized by programs departments/functions and Funds. The presentation of the budget by Fund is intended to demonstrate and ensure legal compliance and restrictions over the use of the various financial resources that the City receives. The budget is also presented by programs and departments/function to show the level of financial resources the City has allocated to various programs and functions. The presentation by department is also designed to show the level of budgetary control and responsibility by department managers.

The City's Operating Budget consists of the following Funds:

1. General Fund
2. Water Fund
3. Sewer Fund
4. Gas Tax Fund
5. Miscellaneous Grants Fund
6. NPDES Storm Drain Fund

FY 2015-2016 GENERAL FUND BUDGET ANALYSIS

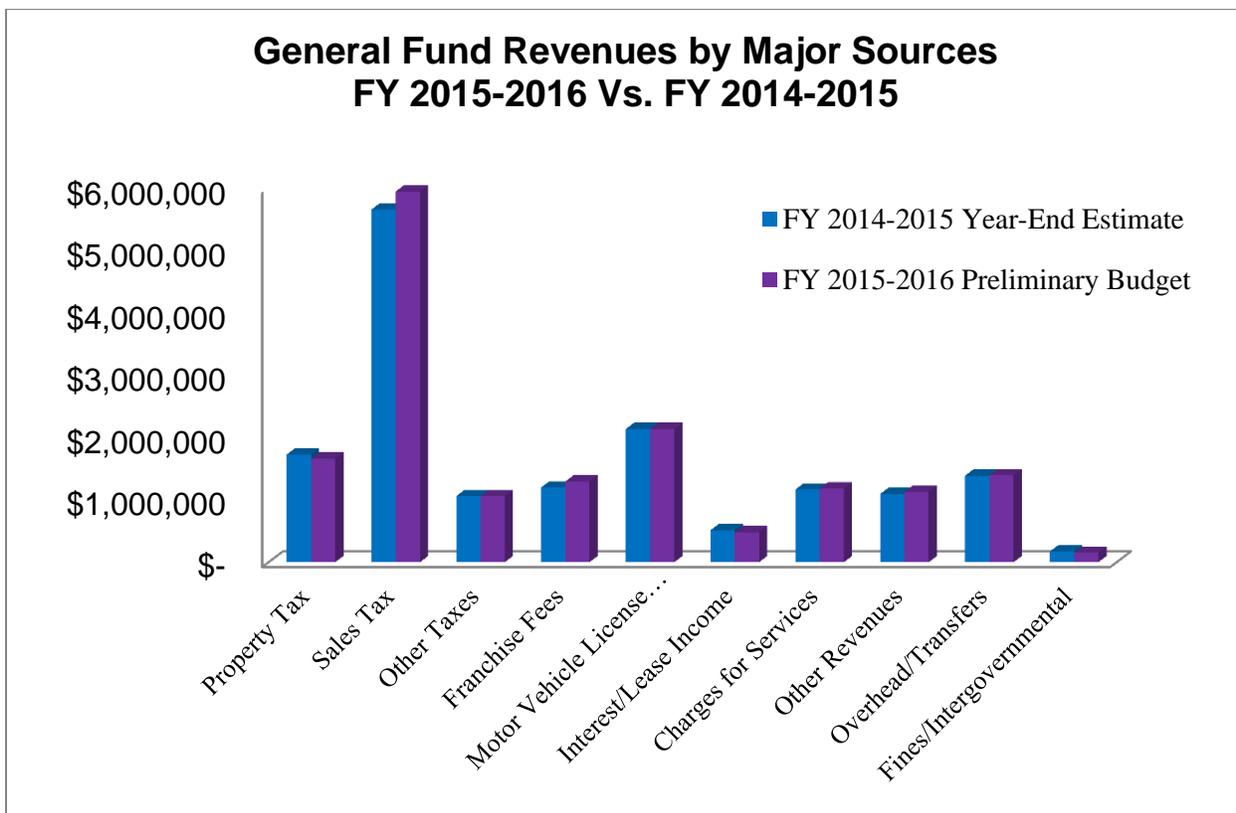
General Fund Revenues

General Fund revenues for FY 2015-2016 are estimated based on the most available information through April 30, 2015. These estimates are subject to change as more information becomes available throughout the year. Changes to the budget estimates are usually approved by the City Council as part of mid-year budget amendments.

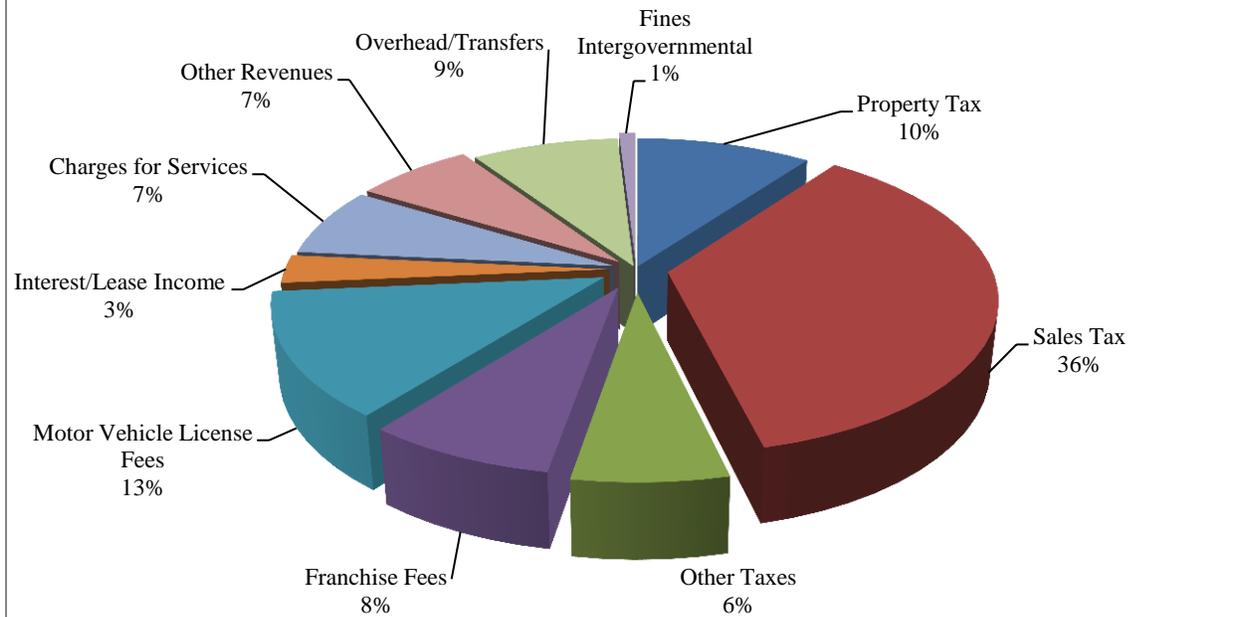
General Fund revenues are presented by detail line items and are summarized by major categories beginning on page 134 of this budget document. Please refer to these schedules for more information on the City's General Fund revenues.

The total estimated General Fund revenues for FY 2015-2016 is \$16,458,809 compared to FY 2014-2015 estimated year-end amount of \$16,130,935 reflecting a slight increase of \$327,875 or 2.03%. Most of the projected net revenue increase in FY 2015-2016 is from the projected increases in sales tax, franchise fee and other revenue categories. The following schedule and chart provide a graphical comparison between FY 2014-2015 year-end General Fund estimated total revenues and FY 2015-2016 projected revenues.

Revenue Category	FY 2014-2015 Amended Budget	FY 2014-2015 Year-End Estimate	FY 2015-2016 Preliminary Budget	Percentage Change from Year-end Estimate
Property Tax	\$ 1,557,895	1,729,523	1,665,491	-3.70%
Sales Tax	5,590,806	5,660,297	5,948,846	5.10%
Other Taxes	1,016,323	1,061,043	1,061,056	0.00%
Franchise Fees	1,128,020	1,199,058	1,295,445	8.04%
Motor Vehicle License Fees	2,138,532	2,138,532	2,138,532	0.00%
Interest/Lease Income	514,959	515,873	484,346	-6.11%
Charges for Services	1,159,015	1,167,234	1,184,913	1.51%
Other Revenues	1,114,789	1,096,908	1,130,882	3.10%
Overhead/Transfers	1,388,994	1,388,994	1,395,149	0.44%
Fines/Intergovernmental	196,058	173,473	154,150	-11.14%
Total	\$ 15,805,391	16,130,935	16,458,810	2.03%



FY 2015-2016 Estimated General Fund Revenues by Source



Property Tax: Property tax revenues are projected to show a slight decrease in FY 2015-2016 compared to FY 2014-2015 due to more than anticipated FY 2015-2016 receipt from residual tax increment sharing. Additionally, FY 2014-2015 numbers includes reimbursement from the County for previous over charge for property tax administration. Staff projects property tax revenues based on the assessed value of real property in the City of Norco as provided by the County Assessor. The County Assessor is responsible for determining the value of real property within the County. The final assessed value for the FY 2015-2016 budget year is expected to be provided to cities in late August. At this time, preliminary information from the City's property tax consultant, HDL, indicates an increase of about 4%. Property tax represents 10% of total estimated General revenues for FY 2015-2016. The property tax portion of total General Fund revenue has improved since the dissolution of the RDA due to residual tax increments from the dissolved RDA that is now allocated to the General Fund and other taxing entities. The residual amount is largely attributable to elimination of the 20% set-aside for Low-Moderate-Income Housing Fund.

Sales Tax: For many years, sales tax has represented the highest share of total General Fund revenues. During the national economic recession, sales tax revenues decreased from a peak of \$6.2 million in FY 2006-2007 to a low of \$3.3 million in FY 2009-2010. While recent trends suggests continuing sales tax revenue growth, estimated sales tax receipts of \$5.9 million in FY 2015-2016 is still \$0.3 million below the peak amount of \$6.2 million. For FY 2015-2016, sales tax is projected to increase by 5.1% based on recent City trends. This projected increase is consistent with the statewide increase projected by the State Department of Finance. In FY 2015-2016,

estimated sales tax revenue is projected to account for 36% of total projected General Fund revenues.

Other Taxes: Other taxes, which include public safety sales tax, business license tax, transient occupancy tax, and property transfer taxes are projected to remain unchanged. The slight increase projected for transient occupancy tax and public safety sales tax is projected to be offset by projected decreases in business license and property transfer tax revenues. Over the last two years, the City was aggressive in business license enforcement that included the use of data matching to identify businesses that are not complying with the City's business license regulations. While the process will continue in FY 2015-2016, the efforts are not expected to yield the type of return that we saw over the last two years.

Franchise Fees: Franchise fee estimates for cable television, electric and gas franchise revenues are based on the most recent three-year average. Overall, these revenue items are projected to increase by 8% due to projected increase in refuse franchise revenues. Refuse franchise revenues are projected to increase by \$120,000 due to increase in refuse franchise fee rate for residential and commercial accounts. Refuse franchise fee will increase from 11.58% to 13.16% for residential customers and 12.63% to 15.27% for commercial customers. The projected increase in refuse franchise revenues is projected to be slightly offset by projected decreases in electric and gas franchise revenues.

Motor Vehicle License Fees (MVLf): MVLf receipts are allocated to local governments by the state based on the assessed value of real property in each local jurisdiction. Prior to FY 2011-2012, a small portion was allocated based on population. In FY 2011-2012, this portion was eliminated by the state in exchange for the state providing funding for Supplemental Law Enforcement. Since the new allocation formula, which is based on property value went into effect in FY 2003-2004 as part of the "triple flip" arrangement by the state, the City's annual receipt has not changed significantly from year to year. Consequently, the revenue estimate for FY 2015-2016 is based on the in-lieu amount as provided by the state which is the same as the amount received in FY 2014-2015. This revenue item, which is largely controlled by the State, represents the second highest portion of total General Fund revenues at 13%.

Other Revenues: Other revenues include fines, penalties, intergovernmental, voluntary emergency medical subscription fees, fire inspection and plan check fees, dog license, and other miscellaneous revenues. FY 2015-2016 total revenues from this category are projected to total \$1,130,882 compared to FY 2014-2015 year-end estimate of \$1,096,908 which is an increase of \$33,974 or 3%. The increase is primarily due to contribution of \$38,650 to be received in FY 2015-2016 from Western Riverside Council of Governments from the Home Energy Renovation Opportunity (HERO). Other Revenues category makes up 7% of total General Fund revenues.

Charges for Services: Charges for services comprise of engineering, planning and building fees; community services parks and recreation fees; and Wee People program

revenues. This revenue category is projected to have a net increase of \$17,679 in FY 2015-2016. The projected increase in community services/recreation programs is largely offset by projected decrease in planning and building permit fees. Charges for services revenues are estimated to make up 7% of total General Fund revenues in FY 2015-2016.

Lease and Interest Earnings: Lease and interest earnings consist of investment earnings on fund balance, Silverlakes lease, Library lease, and cellular phone site leases. The projected decrease in this revenue category is due to expected termination of the lease of library building by the County of Riverside Library System. While, staff is working on additional cell site agreements at the time of this budget, no additional revenues have been included in the budget for these potential new agreements. If the agreements are finalized during the new fiscal year, appropriate revenues will be recognized as part of the mid-year budget review process. It is to be noted that investment earnings from the Special Asset Revenue Fund are credited to the General Fund. Lease income for FY 2015-2016 includes full-year lease revenue from the lease of Silverlakes property but only one month lease revenue for the lease of library building. Interest and lease revenues make up 3% of total General Fund revenues.

Overhead Reimbursements and Transfers: Overhead reimbursements and transfers to the General Fund represent each transferring Fund's share of overhead costs which are paid by the General Fund. The reimbursement to the General Fund from other Funds including enterprise, community facilities districts, landscape maintenance districts, and capital project funds is based on the most recent cost allocation plan. Examples of costs paid by the General Fund and proportionately reimbursed by other benefiting funds are general administrative costs, liability insurance premiums, workers compensation premiums, rents, retiree medical insurance, and self-insurance expenditures. Overhead reimbursements to the General Fund also include the \$250,000 administrative cost reimbursement from the State Department of Finance (DOF) for the City to serve as the Successor Agency to the former Redevelopment Agency. Similarly, the DOF reimburses the City \$108,258 annually to pay for the former redevelopment agency's estimated share of pension and post-retirement healthcare liabilities. Reimbursements and transfers to the General Fund are projected to remain unchanged from the FY 2014-2016 amount. Overhead reimbursements and transfers account for 9% of total General Fund revenues.

General Fund Expenditures

General Fund expenditures are estimated based on staffing and service levels and the estimated increase of third party pass-through costs. Staffing costs include third party items such as group health insurance premiums and pension contributions to California Public Employees Retirement System (CalPERS). The City's safety retirement plan for the former fire employees became inactive as of January 1, 2012 when the employees transitioned to County employment. Since the transition, the City was not required to make any contribution to the inactive safety plan. However, beginning with FY 2015-2016 the City is required to make annual contribution to CalPERS to fund outstanding Unfunded Accrued Liability (UAL) outstanding at the time the plan became inactive. The

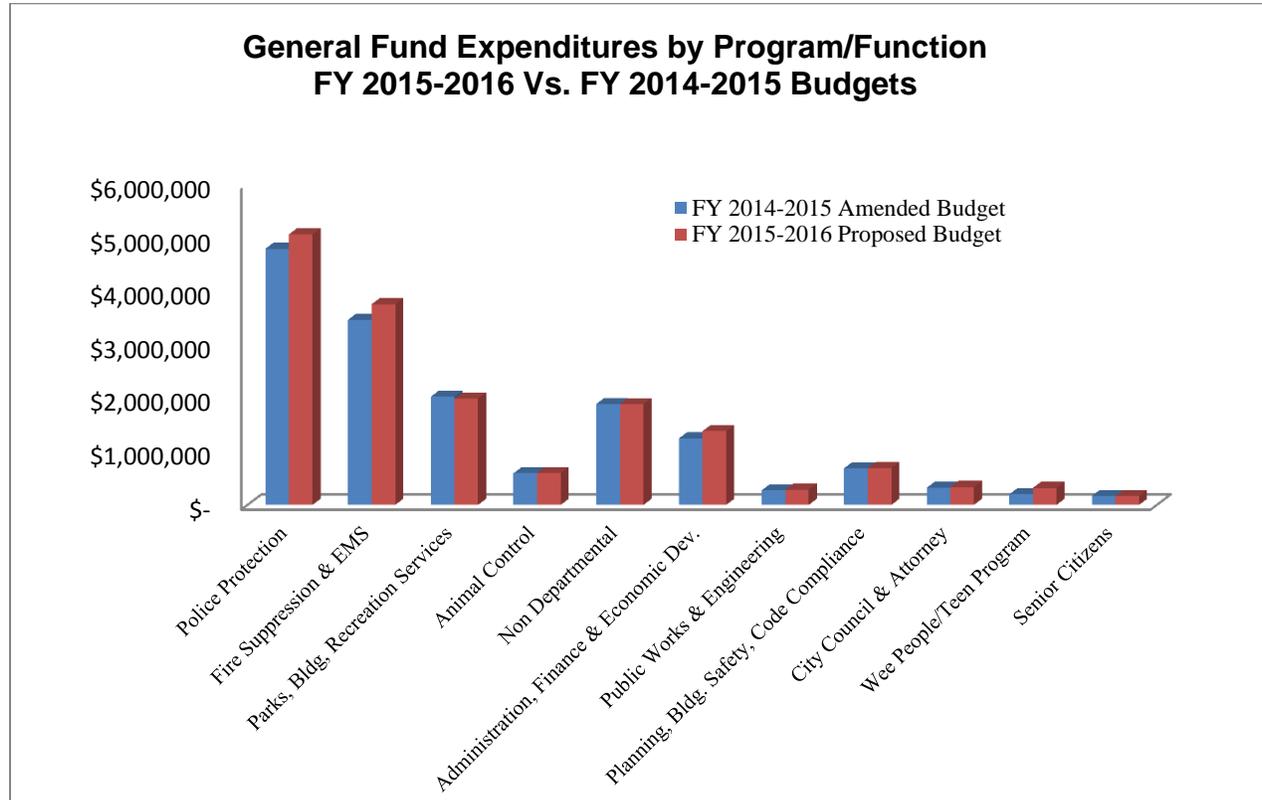
required contribution of \$50,202 has been included in the recommended General Fund budget under non-departmental. Other significant third party costs in the General Fund expenditure budget include county sheriff and county fire contract costs, liability, and workers compensation premiums. Both County sheriff and fire contract costs are determined based on City contracted service levels and County contract rates. Liability and workers compensation premiums are largely driven by coverage rates and covered payroll levels.

The following provides a summary of the key assumptions used to project General Fund expenditures for FY 2015-2016:

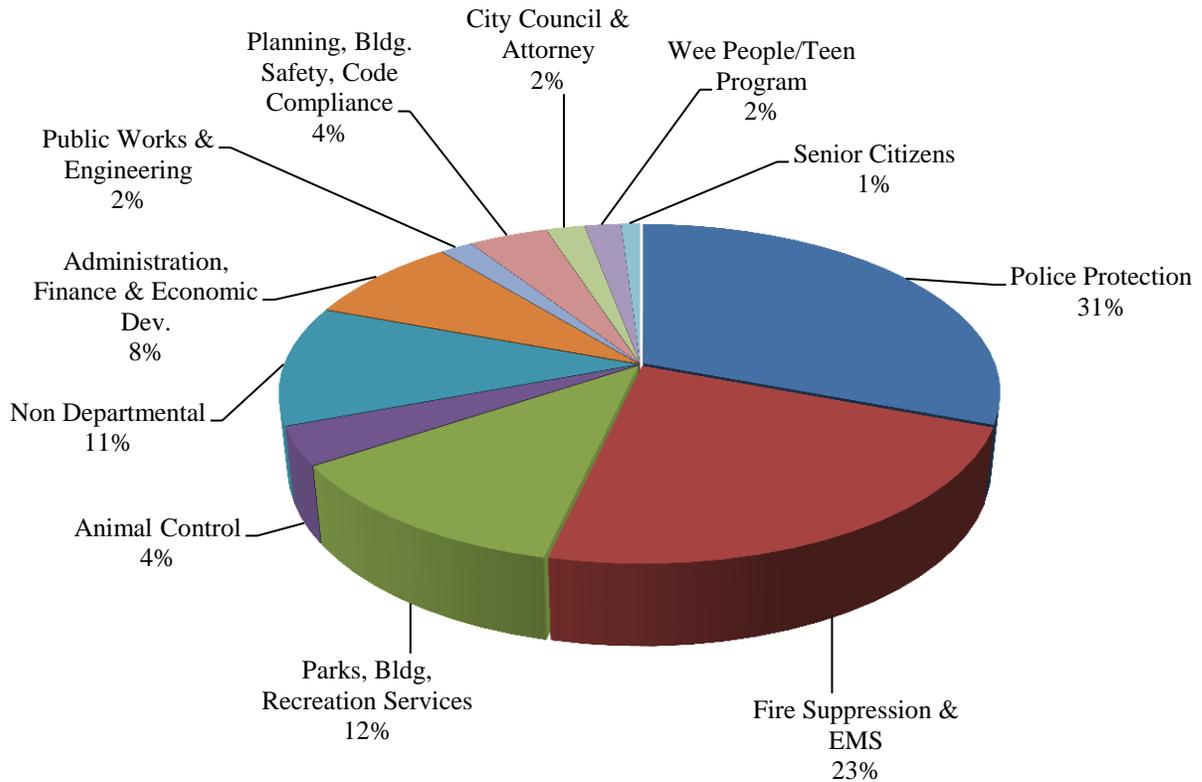
- Police protection services provided by Riverside County Sheriff will be funded at the same level as FY 2015-2016 with slight increase of \$25,000 for traffic enforcement and estimated contract rate increase of 7% from the previous year.
- Fire and emergency medical services provided by Riverside County Fire will be funded at the same service level as in FY 2014-2015. The contract rate for fire and emergency medical services is estimated to increase by 9% from FY 2014-2015 rates. The county has indicated that the contract rate increase could be as high as 15%.
- The budget includes a \$300,000 contribution for post-retirement healthcare insurance obligation. It also includes a \$75,000 contribution to the Information Technology Fund for future equipment replacement and \$75,000 transfer to NPDES Fund to meet program requirements.
- The CalPERS pension contribution rate is estimated to increase by 28.6% from 25.807% to 33.201%. Employees hired prior to October 31, 2010 will increase their contribution from 4% to 6% during the fiscal year. Employees hired after October 31, 2010 who are classic members are required to pay 100% of the 8% employee contribution rate. Employees hired after December 31, 2012 are subject to the provisions of Public Employees' Pension Reform Act (PEPRA) of 2013. PEPRA created new retirement formula for these employees. The City's required contribution rate for these employees will be 6.237% during FY 2015-2016. These employees are required to make contributions equal to the City's contribution rate.
- The budget includes funding for estimated increase in third party contractual costs for utilities, landscape maintenance, building maintenance and other services.
- Medical health insurance subsidy paid by the City for employees, spouses and dependents will continue to be capped at a maximum of \$1,250 per month. The cost of retiree medical insurance premiums has been estimated to increase by 5% for the second half of the fiscal year.
- The budget includes a 3% pay adjustments for employees but the city will decrease its contributions for employees for CalPERS pension from 4% to 2% during 2015-2016. Employees will be making additional 2% contribution. The net cost impact of this change to City is approximately 1%.

For FY 2015-2016, total General Fund expenditures are projected to be \$16,457,130 million compared to \$15,287,586 million for FY 2014-2015. This represents estimated budget increase of 5.18% from FY 2014-2015 budget amount. Additional detailed information regarding the increase in the budget is provided following the expenditure by function/program charts on this page.

Summary of General Fund Expenditures by Program				
	FY 2014-2015 Amended Budget	FY 2014-2015 Estimated Year- End Estimate	FY 2015-2016 Proposed Budget	Percentage Change Budget to Budget
Police Protection	\$ 4,790,539	4,800,011	5,061,410	5.65%
Fire Suppression & EMS	3,462,153	3,421,731	3,753,977	8.43%
Parks, Bldg, Recreation Services	2,024,530	2,027,941	1,985,218	-1.94%
Animal Control	591,977	585,327	595,963	0.67%
Non Departmental	1,886,466	1,848,195	1,884,505	-0.10%
Administration, Finance & Economic Dev.	1,245,007	1,038,493	1,381,445	10.96%
Public Works & Engineering	270,611	264,062	283,665	4.82%
Planning, Bldg. Safety, Code Compliance	686,743	620,805	689,733	0.44%
City Council & Attorney	320,556	318,826	334,930	4.48%
Wee People/Teen Program	199,503	197,000	318,418	59.61%
Senior Citizens	167,983	165,195	167,866	-0.07%
Total	\$ 15,646,068	15,287,586	16,457,130	5.18%



FY 2015-2016 Estimated General Fund Expenditures by Program



As shown by the chart above, public safety costs consisting of police, fire protection, and emergency medical services make up 54% of total General Fund expenditures. Prior to contracting out fire and emergency medical services and reducing the sheriff's staffing level, public safety expenditures made up over 67% of total General Fund Budget. Other key direct programs which consist of parks, building maintenance, recreation services, animal control, senior citizens, public works, planning, building and safety, engineering, inspections, and Wee People make up another 25% of total expenditures. Non-departmental, which are mostly non-discretionary costs makes up 11%; while support programs like fiscal and support services, City Clerk, City Manager, City Attorney and City Council cost make up 10% of total General Fund expenditures.

Outlined below are some of the budgetary actions and factors that affect the budget for various programs and functions;

Police Protection: Police protection services are provided to the City through a contract with the Riverside County Sheriff's Department. Under the contract, the City pays the full cost of each full-time officer plus related allocated facility, equipment, and support costs. While FY 2015-2016 Sheriff's contract rates are projected to increase by 7% from FY 2014-2015 rates. The overall total projected budget increase for the Sheriff Department is 5.65%. This is due other budget items which are not projected to increase by 7%.

Fire Protection and Emergency Medical Services: The City operates a full-service Fire Suppression and Emergency Medical Services Department through a contract with Riverside County Fire that became effective January 1, 2012. The proposed budget for the department is based on the cost estimates provided by the County for Fiscal Year 2015-2016 using current staffing levels and that provides 24-hour comprehensive fire and emergency medical services from two Norco stations. The estimated budget increase includes a projected contract rate increase of 9% from FY 2014-2015 budget rates. However, total expenditures for the department are projected to increase by 8.4% from FY 2014-2015 amended budget due to the cost of other items in the budget which are not projected to increase by 9%.

Parks, Recreation and Building Maintenance: Expenditure projections for parks and recreation programs are based on status quo expected service levels. The FY 2015-2016 projected expenditure budget for the Parks, Recreation and Building Maintenance Divisions is \$1,985,218 compared to the FY 2014-2015 amount of \$2,024,530. The estimated decrease of 1.94% is due to the transfer of sports programs to Division 731 – Wee People and Teen Programs. The decrease would have been higher had it not been for the effects of salary adjustment due to the promotion of the department head to Deputy City Manager and increase in pension rate contribution.

Animal Control Division: The FY 2015-2016 estimated budget for the Animal Control Division reflects total expenditures of \$595,963 compared to FY 2014-2015 budget amount of \$591,977 for an increase of 0.6%. The increase is due to salary adjustments for employees which are largely offset by additional pension contribution by employees. Employer pension contribution increases had little impact on the budget for this Division because most of the employees in the Division are covered under the new pension benefit formula approved by the state effective January 1, 2013.

Senior Citizens Division: The Senior Citizens Program is funded partly by the General Fund and partly by grants from the Riverside County Transportation Commission (RCTC). The General Fund portion of the budget for FY 2015-2016 is estimated to be \$167,866 compared to \$167,983 for FY 2014-2015. The budget is a status quo budget with no changes.

Fiscal and Support Services: Fiscal and Support Services Division, which includes Human Resources, provides support services to all operating and other support departments, special districts and the City Council. The division is also in charge of providing key accounting and financial management services related to the winding down of the former Redevelopment Agency. In addition to direct funding allocation from the General Fund, division employees performing direct accounting and billing services for Water and Sewer Funds charge proportionate share of their time to these Funds. The total estimated General Fund budget for FY 2015-2016 is \$657,161 compared to FY 2014-2015 amount of \$632,520. The projected increase of 3.9% of is due to salary adjustments and the impact of increase in employer pension contribution rates.

City Manager, City Clerk, and Economic Development: The total estimated budget for FY 2015-2016 for this function is \$724,284 compared to FY 2014-2015 budget amount of \$612,487. This represents an increase of \$111,797 or 18.3%. The change consists of increased funding for economic development, allocation for the costs of 2015 City municipal election, salary adjustments and increase in employer pension contribution rate.

Planning, Building and Code Compliance: The total estimated FY 2015-2016 budget for this division is \$689,733 compared to FY 2014-2015 budget amount of \$686,743. The slight increase is due to the effects of employer pension rate increase and salary adjustments. The increase would have been larger except for budget reduction to amount allocated for outside legal counsel on Code related violations. The City will instead use the City Attorney to deal with most Code violation issues during the Fiscal Year.

Engineering/Public Works: Engineering and public works functions included in the General Fund consist of public works inspection, engineering administration, and parkway maintenance. The total estimated General Fund expenditures for these activities in FY 2015-2016 are \$283,665 compared to FY 2014-2015 budget amount of \$270,663. The projected increase in the budget is primarily due to increase in employer pension rate, salary adjustments and the impact of shifting the cost of personnel previously allocated to Water and Sewer Funds to General Fund due to changes in job assignment.

Non-Departmental General Expenditures: Expenditures budgeted as non-departmental are those that are not easily traceable to specific City departments and programs. Examples of these expenditure items are insurance premium and third party administration costs related to the City's workers compensation and general liability self-insurance programs, medical insurance costs for retirees, claims settlement expenditures, and transfers to other Funds. The FY 2015-2016 budget reflects total projected expenditures of \$1,884,505 compared to FY 2014-2015 amount of \$1,886,466. Although the FY 2015-2016 budgeted expenditure amount is essentially the same as FY 2014-2015, the impacts of FY 2015-2016 increases in funding for unemployment benefits, retiree medical, and liability insurance are offset by significant reductions in the budget for contractual and professional services as result on one-time expenditure items included in FY 2014-2015 budget.

Fund Balance:

The estimated fund balance of the General Fund at the end of FY 2014-2015 is \$7,004,798. The FY 2015-2016 recommended General Fund budget is balanced with a projected surplus of \$1,679. Existing City Council resolution requires that a minimum of 25% of General Fund expenditures be maintained as fund balance for emergencies. Based on the recommended total General Fund budget of \$16,457,130, the minimum required fund balance is \$4,114,283. The estimated fund balance of \$7,004,798 represents 42.56% of total recommended budget. While this is a healthy fund balance that demonstrates the success of City efforts towards expenditure control, it is also

important to note that this fund balance is a way to ensure that existing services can continue to be funded during economic downturns.

WATER FUND BUDGET SUMMARY

During Fiscal Year 2010-2011, the City Council approved water rate adjustments, which were implemented over 18 months through FY 2012-2013. The purpose of the rate adjustment was to ensure that sufficient revenues are generated to cover the total cost of operating and maintaining the water system including debt service, eliminate accumulated deficit, and build working capital so that debt service coverage ratios can be improved. The goal also included setting aside funds for future capital maintenance and replacement. The performance of the rate adjustments over the last three fiscal years show that progress still remains to be made towards accomplishing all of the objectives of the rate adjustments. While the rate adjustments generated sufficient revenues in FY 2011-2012 through FY 2013-2014 to cover expenditures and eliminate accumulated working capital deficit, purchased water costs have continued to increase. With no adjustments to the water rates over the last three Fiscal Years, the estimated FY 2015-2016 revenues are not sufficient to cover total estimated expenditures. Consequently, staff will be recommending water rate adjustment during FY 2015-2016 to capture increases in purchased water costs which accounts for a significant portion of total Water Fund expenditures. It is important to note that as a result of low debt service coverage ratios, Standard and Poor's Rating Agency did downgrade the rating of the water and sewer systems outstanding enterprise revenue bond late in 2012.

Late in FY 2014-2015, following the Governor's orders, the State Water Resources Board (SWRB) mandated water conservation measures which applies to all water agencies in the state including the City of Norco. These measures which provide for water use restrictions in the state may have negative financial impact on the City's Water Fund revenues. The City is a party to two water purchase contracts, Western Municipal Water District and Chino Desalter Authority, which requires the City to pay for minimum amount of water at agreed-upon rates (take-or-pay contracts). With the state's water restrictions, there is a possibility that the City will be obligated to purchase more water than it needs at higher costs. If this happens, the City will be forced to reduce its cheaper domestic water production causing the overall cost of Water Fund to go higher and thus, necessitating higher water rates.

Water Fund Revenues

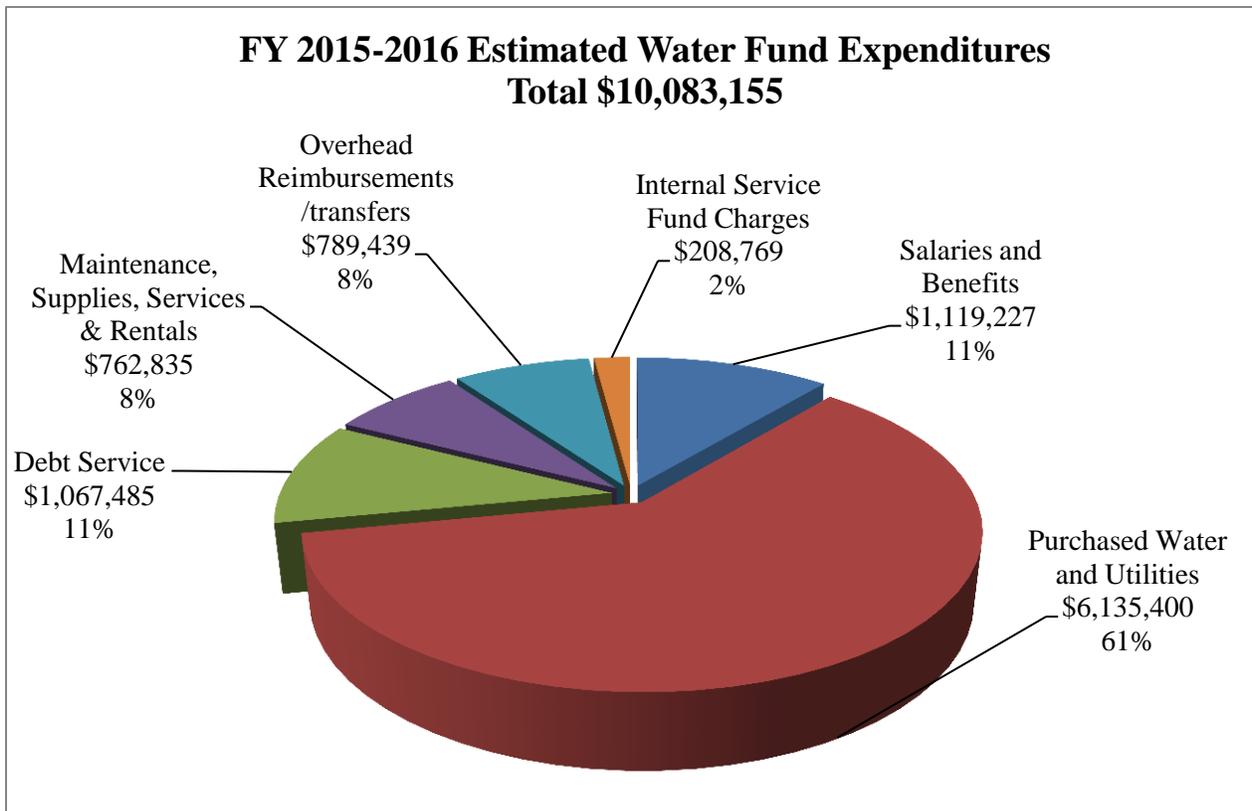
Water Fund revenues are derived primarily from water sales to residential, commercial and industrial customers within City limits. The revenues are projected based on current rates and estimated flat level of consumption based on the most recent history. As previously discussed above, the SWRB mandates regarding water conservation may have negative impact on the City's Water Fund revenues. The total estimated revenues for FY 2015-2016 are \$9,664,901 which is slightly higher than the \$9,309,617 amount estimated for FY 2014-2015 year-end.

Water Fund Expenditure

Water Fund expenditures consist primarily of purchased water, utilities, debt service, salaries and benefits, maintenance and services, internal service fund charges, overhead reimbursements to the General Fund, and transfers to Water Capital Projects Fund. The total estimated FY 2015-2016 expenditures is \$10,083,155 compared to total FY 2014-2015 budget amount of \$9,721,406.

The charts below provides a summary breakdown of total Water Fund expenditures

Summary of Projected Water Fund Expenditures by Category For Fiscal Years 2015-2016 and 2014-2015			
Expenditure Category	FY 2015-2016	FY 2014-2015	Change
Salaries and Benefits	\$ 1,119,227	1,066,266	4.97%
Purchased Water and Utilities	6,135,400	5,866,900	4.58%
Debt Service	1,067,485	1,067,272	0.02%
Maintenance, Supplies, Services & Rentals	762,835	729,174	4.62%
Overhead Reimbursements/Transfers	789,439	789,439	0.00%
Internal Service Fund Charges	208,769	202,355	3.17%
Totals	\$ 10,083,155	9,721,406	3.72%



As can be seen from the chart on the previous page, 61% of total Water Fund expenditures are pass-through purchased water and utilities costs. Most of purchased water costs are fixed costs which the City must pay under take-or-pay Purchase Water Agreements. The City has minimal control over these costs in the short-term. Total purchased water costs have been projected to increase based on expected per-acre increase in third party cost from FY 2014-2015 rate. Another 11% of total expenditures are for debt service, which is also a fixed cost item. Salaries and benefits comprise 11% of total expenditures. Cost of maintenance, contractual services, supplies, and rental is 8% of the total budget and is expected to go up due to increased cost for contractual services and operating supplies. Internal service fund charges, which include the cost for equipment operations and replacement, maintenance and payment of liability claims, are projected to go up slightly due to cost increases related to maintenance support for Information Technology equipment and software.

SEWER FUND BUDGET SUMMARY

Like the Water Fund, the City Council approved Sewer Fund rate adjustments during FY 2010-2011. The last phase of the rate increases was implemented on July 1, 2012. Based on revenue receipts over the last two years following the full implementation of the rate adjustments, the objectives of the rate adjustments are being met. The objectives of the rate adjustment were to close the gap between revenues and expenditures, restore working capital, and provide annual contribution of \$250,000 to the Sewer Capital Projects Fund for future capital replacement.

Prior to the rate adjustment being implemented, Sewer Fund expenditures were exceeding total revenues by nearly \$700,000. FY 2012-2013 was the first year that the full rate increase was in effect and total Sewer Fund revenues exceeded total expenditures by \$1,092,139; excluding the transfer of \$250,000 set-aside to the Sewer Capital Projects Fund. In FY 2013-2014, total revenues are estimated to exceed total estimated expenditures by \$447,000 and this includes the \$250,000 transfer to Sewer Capital Projects Fund. For the proposed FY 2015-2016 budget, total revenues are projected to exceed total expenditures by only \$476,232. The commercial and industrial portion of Sewer Fund charges is dependent on water usage. To the extent that water usage is reduced due to the SWRB conservation mandates, total Sewer Fund revenues could be negatively impacted. However, the impact on revenues will be limited due to the fact that most rate payers pay fixed monthly sewer charge.

Sewer Fund Revenues

Sewer Fund revenues are derived from sewer service charges on residential, commercial and industrial customers. Most of Sewer Fund revenues (estimated at 87%) are from the fixed component of the rate which is currently \$51 per month for all connected customers. All residential customers connected to the system pay only the fixed monthly charge of \$51. The remaining revenues (estimated at 13%) are derived from the variable rate component which is only assessed to commercial and industrial users at the rate of \$8 per unit exceeding the base consumption of 10 units. Non-connected customers are required to pay a fixed monthly charge, which is currently \$19. The total estimated Sewer Fund revenues for FY 2015-2016 are \$6,515,761 which is

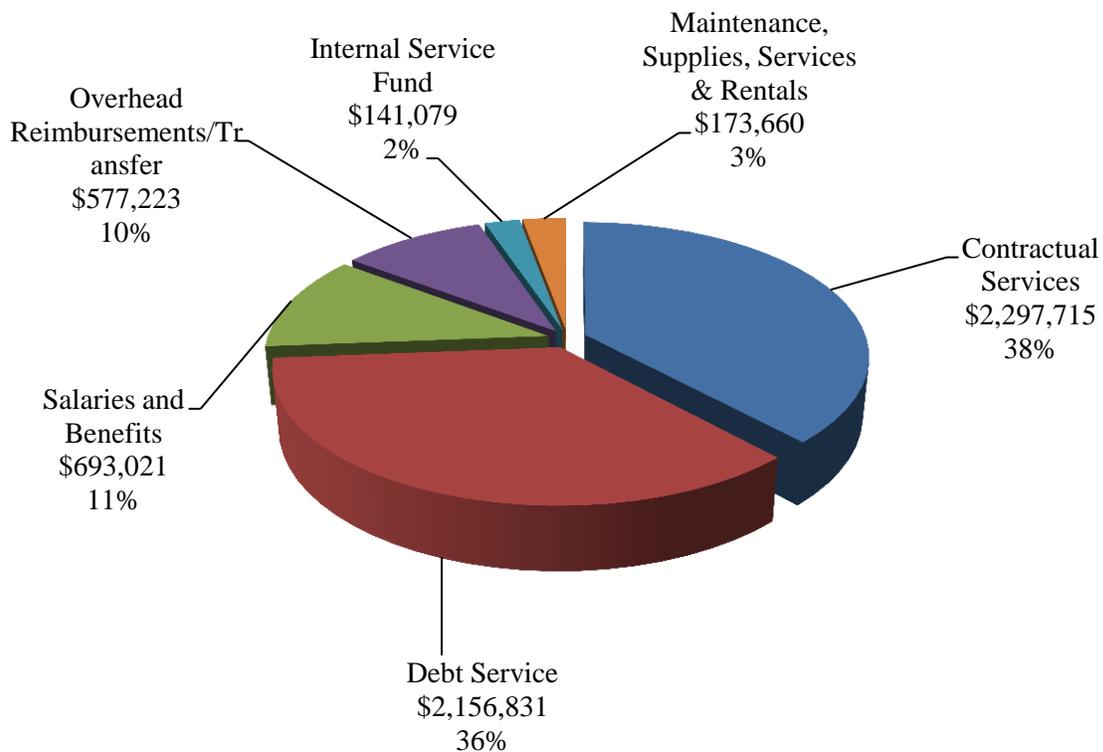
higher than the \$5,496,557 amount estimated to be received in FY 2014-2015. The increase in revenue is associated with service to be provided to the Navy and California Department of Corrections and Rehabilitation (CDCR). Additionally, the City of Norco will be receiving revenues in the amount of \$365,248 annually from the City of Corona from Norco's sale of Santa Ana Regional Intercept (SARI) line discharge rights to the City of Corona. However, City costs are expected to rise due to services to be provided to the Navy and CDCR.

Sewer Fund Expenditures

Sewer Fund expenditures consist primarily of debt service, contracted sewer operations and maintenance costs, salaries and benefits, in-house maintenance costs, internal service fund charges, overhead reimbursements, and transfer to the Sewer Capital Projects Fund. The total estimated FY 2015-2016 expenditures is \$6,039,529. This compares to FY 2014-2015 estimated expenditures budget amount of \$5,284,155. This represents a projected increase of 14.3%. The projected increase is mainly due to contractual services as a result of treatment costs related to providing services to the Navy and CDCR. Additionally, in order to provide services to the CDCR and Navy, the City purchased additional treatment and discharge rights in the expansion of the sewer treatment plant by Western Riverside Regional Wastewater Authority (WRCRWA). Due to the City's purchase in the expansion to the treatment plant, the City has to share proportionately in a State Revolving Loan to fund the expansion, thus, the increase in debt service. The increase in internal service fund charges is associated with increase in support services for Information Technology.

Summary of Projected Sewer Fund Expenditures by Category			
FY 2015-2016 and FY 2014-2015			
Expenditure Category	FY 2015-2016	FY 2014-2015	Change
Contractual Services	\$ 2,297,715	1,914,930	19.99%
Debt Service	2,156,831	1,795,544	20.12%
Salaries and Benefits	693,021	686,543	0.94%
Overhead and Reimbursements/Transfers	577,223	577,223	0.00%
Internal Service Fund	141,079	133,056	6.03%
Maintenance, Supplies, Services & Rentals	173,660	176,860	-1.81%
Totals	\$ 6,039,529	5,284,156	14.30%

**FY 2015-2016 Estimated Sewer Fund Expenditures
Total \$6,039,529**



GAS TAX BUDGET SUMMARY

Gas Tax Fund revenues are derived from State allocation of gasoline tax. The State uses a complicated allocation formula that includes population, number of registered vehicles, and transportation needs to determine the amount of gas tax revenues that are allocated to each local government. The total estimated revenues for FY 2015-2016 is \$586,552 compared to FY 2014-2015 estimated total revenue of \$791,175. The decrease in revenue is due to lower projected receipts by the state and the state's reduced allocation to local governments. Gas Tax revenues are the primary source of funding for traffic light maintenance, tree trimming, traffic light utilities and miscellaneous street maintenance. The use of gas tax revenues is restricted to eligible streets and roads work.

NPDES FUND BUDGET SUMMARY

The NPDES fund is used to account for revenues and expenditures pertaining to the City's efforts to comply with various mandates designed to prevent pollution of storm drains. Revenues are derived primarily through a minimal assessment to property owners. This assessment generates about \$65,000 annually. In FY 2015-2016, the General Fund is providing an additional direct subsidy of \$75,000 accomplished through a fund transfer. Estimated total revenues of \$140,000 include an estimated assessment of \$65,000 and the General Fund subsidy of \$75,000. The total FY 2015-2016

expenditures are projected to be \$119,746, which consists of salaries, benefits, and contracted costs. The gap between expenditures and revenues is being made up by General Fund transfer. Staff is continuing to look for other potential options to generate sufficient revenues to meet the minimum costs of the mandates placed on the City.

Other Information

Detailed department-by-department budget information can be found in this budget document beginning on page 5. Detailed Fund-by-Fund expenditure and revenue information can be found beginning from page 133. Questions regarding the FY 2015-2016 budget overview should be directed to the City Manager at (951) 270-5611 or Director of Finance at (951) 270-5650.

Sincerely,

A handwritten signature in black ink, appearing to read "V. Andy Okoro". The signature is stylized and written in a cursive-like font.

V. Andy Okoro
City Manager



2015-16

City of Norco
Adopted Budget

City Council & Staff

CITY OF NORCO



CITY COUNCIL MEMBERS

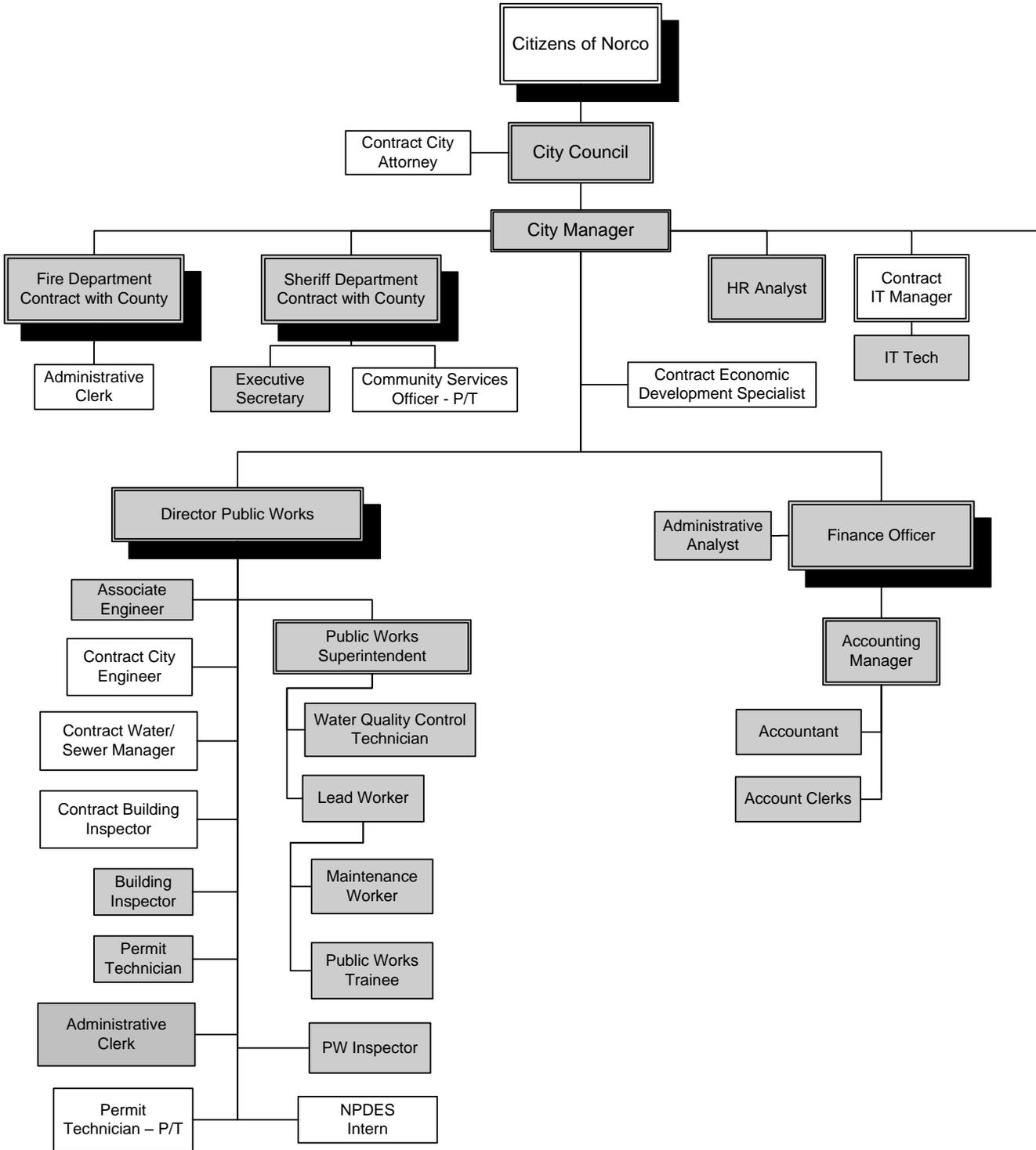
TERM ENDING YEAR

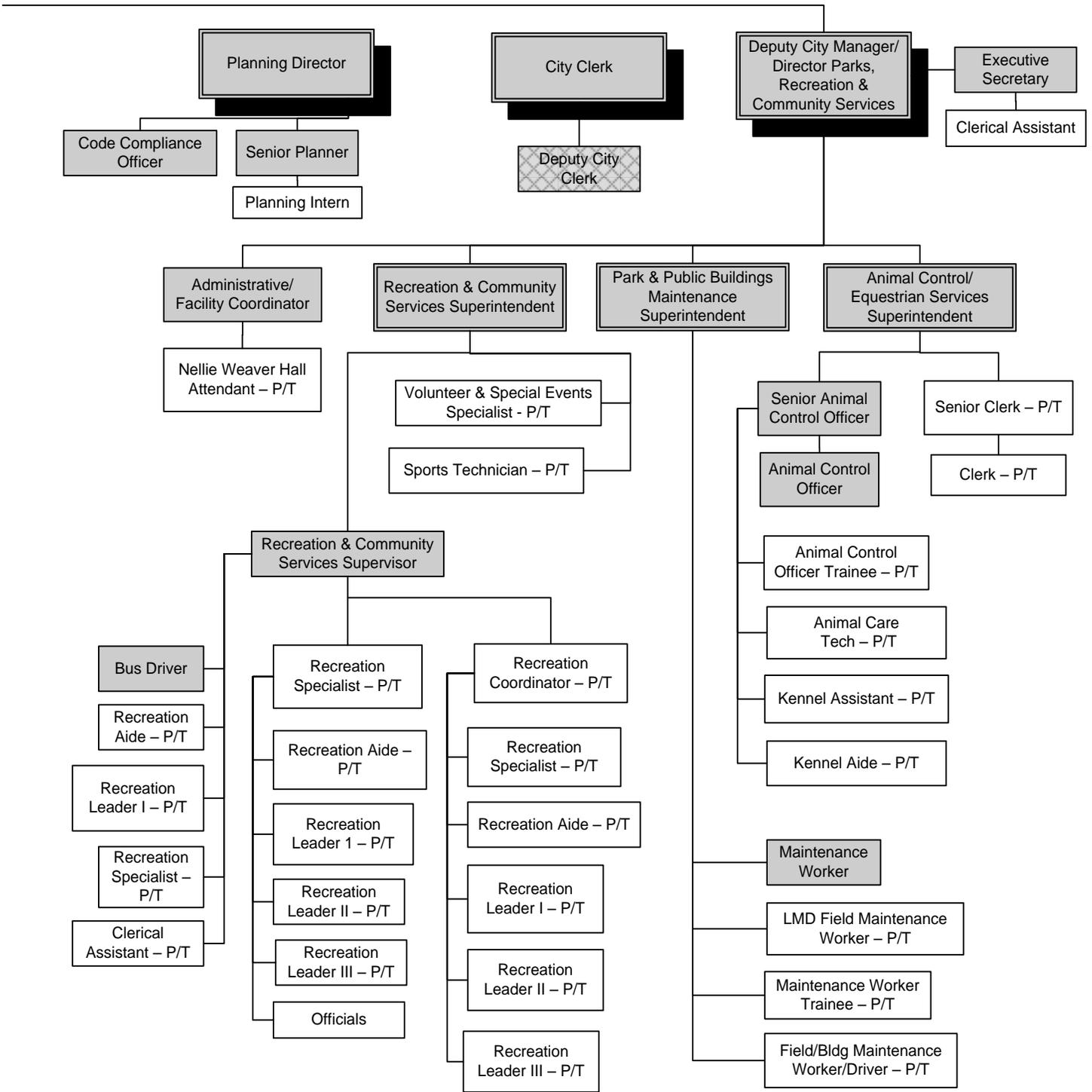
Herb Higgins	Mayor	2015
Kevin Bash	Mayor Pro Tem	2017
Kathy Azevedo	Council Member	2015
Berwin Hanna	Council Member	2015
Gregory Newton	Council Member	2017

CITY OFFICIALS

Andy Okoro	City Manager
Brian Petree	Deputy City Manager/Director of Parks, Recreation & Community Services
Cheryl Link	City Clerk
Steve King	Planning Director
Lori Askew	Director of Public Works
Scott Lane	Fire Chief, Cal Fire
Richard Owens	Fire Chief, Cal Fire
Lt. Eric Briddick	Police Chief, Riverside County Sheriff

CITY OF NORCO







2015-16

City of Norco
Adopted Budget

Beginning & Ending
Fund Balances—All Funds

City of Norco
 FY 2015 - 2016 Budget
 Beginning and Ending Fund Balances
 (Operating Funds Only)

<i>Fund #</i>	<i>Fund Name</i>	<i>Est. Beg. Balance July 1, 2015</i>	<i>FY 2015- 2016 Estimated Revenues</i>	<i>FY 2015- 2016 Transfers In</i>	<i>FY 2015- 2016 Transfers Out</i>	<i>FY 2015- 2016 Estimated Expenditures</i>	<i>Estimated Ending Balance June 30, 2016</i>
121	General	\$ 7,004,798	15,988,934	469,875	150,000	16,307,130	7,006,478
123	CDBG Funds	-	149,497	-	12,000	137,497	-
122,	160-65 Miscellaneous Grants	-	160,365	-	-	160,365	-
124	Water	957,083	9,664,901	-	427,223	9,655,932	538,830
126	Sewer	3,094,372	6,515,761	-	377,223	5,662,306	3,570,603
133	Gas Tax	961,459	586,552	-	-	733,711	814,299
139	NPDES	20,054	65,000	75,000	-	158,690	1,365
156	AQMD	94,354	32,000	-	1,500	-	124,854
144	Water Capital - Memo Only	-	-	300,000	-	-	-
147	Sewer Capital - Memo Only	-	-	250,000	-	-	-
	Special Districts - Memo On	-	-	-	201,929	-	-
	Subtotal	12,132,121	33,163,009	1,094,875	1,169,875	32,815,631	12,056,428
<u>Internal Service Funds - Memo Only</u>							
128	Vehicle Replacement	2,710,798	364,298	-	-	353,700	2,721,396
134	Benefits & Insurance	137,098	286,531	-	-	284,531	139,098
135	Information Technology	671,283	352,650	75,000	-	341,529	757,404
	Subtotal	3,519,179	1,003,479	75,000	-	979,760	3,617,898
	Grand Total	\$ 15,651,299	34,166,488	1,169,875	1,169,875	33,795,391	15,674,326



2015-16

City of Norco
Adopted Budget

Budget Summary

City of Norco, California
FY 2016 Operating Budget Summary

Expenditures:	FY 2014 Actual	FY 2015 Amended Budget	FY 2015 Estimated Year-End Total	FY 2016 Budget Request
Salaries and Benefits	\$ 4,744,156	5,424,753	4,964,491	5,838,108
Employee Related Expenditures	75,028	93,995	78,810	100,624
Supplies and Services	1,473,148	1,524,700	1,515,575	1,631,903
Maintenance and Rentals	422,894	353,746	355,196	379,006
Operations and Utilities	6,081,480	6,313,799	5,969,604	6,580,860
Contractual and Professional Services	10,970,561	12,388,877	12,036,747	13,142,449
Miscellaneous/Pass Through	619,711	616,849	613,989	617,388
Debt Service	1,974,336	2,862,816	2,862,816	3,224,316
CRA Programs	-	-	-	-
Internal Service Fund Charges	1,135,130	1,040,780	1,018,046	1,093,879
Capital Outlay	94,168	209,031	46,998	207,097
Transfers Out	1,484,533	966,515	966,515	966,446
Total Expenditures	\$ 29,075,145	\$ 31,795,861	30,428,787	33,782,077

Funding Sources:	FY 2014 Actual	FY 2015 Amended Budget	FY 2015 Estimated Year-End Total	FY 2016 Budget Request
General Fund	\$ 14,864,317	15,646,066	15,287,586	16,457,130
Water Fund	8,960,302	9,721,406	9,198,758	10,083,155
Sewer Fund	4,305,616	5,284,155	4,945,406	6,039,529
Gas Tax Fund	572,739	698,271	698,092	733,711
NPDES Storm Drainage Fund	106,979	119,745	110,931	158,690
Grants (CDBG & Miscellaneous)	265,191	326,218	188,015	309,862
Total Funding Sources	\$ 29,075,145	31,795,861	30,428,787	33,782,077

A = Excludes AQMD Transfers Out of \$1,500



2015-16

City of Norco
Adopted Budget

Legislative

LEGISLATIVE

The municipal government established for the City of Norco is a “Council-Manager” form of government. Except as expressly stated in the City’s Charter and Charter Amendment, the general laws set forth in the constitution of the State of California and the laws of the State of California govern the City of Norco.

**City of Norco, California
Legislative Department
Budget Summary By Major Categories**

<i>Expenditures:</i>	<i>FY 2014 Actual</i>	<i>FY 2015 Amended Budget</i>	<i>FY 2015 Estimated Year-End Total</i>	<i>FY 2016 Budget Request</i>
Salaries and Benefits	\$ 89,610	95,806	94,386	100,330
Employee Related Expenditures	5,192	4,100	4,100	4,200
Supplies and Services	446	650	340	400
Maintenance and Rentals	-	-	-	-
Operations and Utilities	-	-	-	-
Contractual and Professional Services	192,809	220,000	220,000	230,000
Miscellaneous	-	-	-	-
CRA Programs	-	-	-	-
Internal Service Fund Charges	-	-	-	-
Capital Outlay	-	-	-	-
Transfers Out	-	-	-	-
<i>Total Expenditures</i>	<i>\$ 288,057</i>	<i>320,556</i>	<i>318,826</i>	<i>334,930</i>

<i>Funding Sources:</i>	<i>FY 2014 Actual</i>	<i>FY 2015 Amended Budget</i>	<i>FY 2015 Estimated Year-End Total</i>	<i>FY 2016 Budget Request</i>
General Fund	\$ 288,057	320,556	318,826	334,930
Water Fund	-	-	-	-
Sewer Fund	-	-	-	-
Gas Tax Fund	-	-	-	-
NPDES Storm Drainage Fund	-	-	-	-
Internal Service Fund	-	-	-	-
Redevelopment Funds	-	-	-	-
Grant Funds	-	-	-	-
<i>Total Funding Sources</i>	<i>\$ 288,057</i>	<i>320,556</i>	<i>318,826</i>	<i>334,930</i>



2015-16

City of Norco
Adopted Budget

City Council

CITY COUNCIL

The five-member City Council is elected at large and is responsible for the legislative functions of the City. Each member serves a four-year term. The Mayor is elected by the members of the City Council and holds the office for one year. City Council members also serve as the Board of Directors of the Successor Agency to the Norco Redevelopment Agency. City Council meetings are held the first and third Wednesdays of each month at 7:00 p.m.

**City of Norco, California
City Council, Department 701
Budget Summary By Major Categories**

<i>Expenditures:</i>	<i>FY 2014 Actual</i>	<i>FY 2015 Amended Budget</i>	<i>FY 2015 Estimated Year-End Total</i>	<i>FY 2016 Budget Request</i>
Salaries and Benefits	\$ 89,610	95,806	94,386	100,330
Employee Related Expenditures	5,192	4,100	4,100	4,200
Supplies and Services	446	650	340	400
Maintenance and Rentals	-	-	-	-
Operations and Utilities	-	-	-	-
Contractual and Professional Services	-	-	-	-
Miscellaneous	-	-	-	-
CRA Programs	-	-	-	-
Internal Service Fund Charges	-	-	-	-
Capital Outlay	-	-	-	-
Transfers	-	-	-	-
<i>Total Expenditures</i>	<i>\$ 95,248</i>	<i>100,556</i>	<i>98,826</i>	<i>104,930</i>

<i>Funding Sources:</i>	<i>FY 2014 Actual</i>	<i>FY 2015 Amended Budget</i>	<i>FY 2015 Estimated Year-End Total</i>	<i>FY 2016 Budget Request</i>
General Fund	\$ 95,248	100,556	98,826	104,930
Water Fund	-	-	-	-
Sewer Fund	-	-	-	-
Gas Tax Fund	-	-	-	-
NPDES Storm Drainage Fund	-	-	-	-
Internal Service Fund	-	-	-	-
<i>Total Funding Sources</i>	<i>\$ 95,248</i>	<i>100,556</i>	<i>98,826</i>	<i>104,930</i>

City of Norco, California
City Council, General Fund 121, Department 701
Budget Detail By Line Item

Account Number	Account Description	FY 2014 Actual	FY 2015 Amended Budget	FY 2015 Estimated Year-End Total	FY 2016 Budget Request
<u>Salaries and Benefits</u>					
30100	Salaries, Full Time	\$ 31,624	36,900	34,374	36,900
30201	PERS Employer UAL	-	-	-	7,601
30200	PERS Retirement	5,931	7,618	7,097	3,040
30205	Employee Group Insurance	51,393	50,588	52,252	52,089
30220	FICA/Medicare Insurance	497	535	498	535
30235	Deferred Compensation	165	165	165	165
	Subtotal - Salaries and Benefits	89,610	95,806	94,386	100,330
<u>Employee Related Expenditures</u>					
30300	Conferences and Meetings	4,355	3,200	3,200	3,300
30320	Dues, Memberships and Subscriptions	837	900	900	900
	Subtotal - Employee Related	5,192	4,100	4,100	4,200
<u>Supplies and Services</u>					
30400	Office Supplies	398	400	340	400
30405	Printing & Copies	49	250	-	-
	Subtotal - Supplies and Services	446	650	340	400
	Total Expenditures	\$ 95,248	100,556	98,826	104,930



2015-16

City of Norco
Adopted Budget

City Attorney

CITY ATTORNEY

The City Attorney represents the City of Norco in a wide variety of judicial and administrative proceedings. The City Attorney's office represents the City in litigation matters and prosecutes violators of City laws. The Office provides legal advice to the City Council, City Departments, as well as drafting ordinances, contracts, resolutions and agreements.

City of Norco, California
City Attorney, Department 705
Budget Summary By Major Categories

<i>Expenditures:</i>	<i>FY 2014 Actual</i>	<i>FY 2015 Amended Budget</i>	<i>FY 2015 Estimated Year-End Total</i>	<i>FY 2016 Budget Request</i>
Salaries and Benefits	\$ -	-	-	-
Employee Related Expenditures	-	-	-	-
Supplies and Services	-	-	-	-
Maintenance and Rentals	-	-	-	-
Operations and Utilities	-	-	-	-
Contractual and Professional Services	192,809	220,000	220,000	230,000
Miscellaneous	-	-	-	-
CRA Programs	-	-	-	-
Internal Service Fund Charges	-	-	-	-
Capital Outlay	-	-	-	-
Transfers	-	-	-	-
<i>Total Expenditures</i>	<i>\$ 192,809</i>	<i>220,000</i>	<i>220,000</i>	<i>230,000</i>

<i>Funding Sources:</i>	<i>FY 2014 Actual</i>	<i>FY 2015 Amended Budget</i>	<i>FY 2015 Estimated Year-End Total</i>	<i>FY 2016 Budget Request</i>
General Fund	\$ 192,809	220,000	220,000	230,000
Water Fund	-	-	-	-
Sewer Fund	-	-	-	-
Gas Tax Fund	-	-	-	-
NPDES Storm Drainage Fund	-	-	-	-
Internal Service Fund	-	-	-	-
Redevelopment Funds	-	-	-	-
<i>Total Funding Sources</i>	<i>\$ 192,809</i>	<i>220,000</i>	<i>220,000</i>	<i>230,000</i>

City of Norco, California
City Attorney, General Fund 121, Department 705
Budget Detail By Line Item

Account Number	Account Description	FY 2014 Actual	FY 2015 Amended Budget	FY 2015 Estimated Year-End Total	FY 2016 Budget Request
<u>Contractual and Professional Services</u>					
34100	Contractual Services	\$ 192,809	220,000	220,000	230,000
	Subtotal - Contractual & Professional	192,809	220,000	220,000	230,000
	Total Expenditures	\$ 192,809	220,000	220,000	230,000



2015-16

City of Norco
Adopted Budget

City Manager, City Clerk
Planning & Economic Development

City of Norco, California
City Manager, City Clerk, Planning & Economic Development
Budget Summary By Major Categories

Expenditures:	FY 2014 Actual	FY 2015 Amended Budget	FY 2015 Estimated Year-End Total	FY 2016 Budget Request
Salaries and Benefits	\$ 586,824	830,609	812,783	927,950
Employee Related Expenditures	2,172	8,329	4,860	7,780
Supplies and Services	47,708	16,100	14,560	52,085
Maintenance and Rentals	-	-	-	-
Operations and Utilities	1,565	1,500	1,270	1,270
Contractual and Professional Services	115,488	190,827	98,878	165,500
Miscellaneous	2,430	-	-	-
CRA Programs	-	-	-	-
Internal Service Fund Charges	65,123	72,300	70,600	57,800
Capital Outlay	-	-	-	-
Transfers Out	-	-	-	-
Total Expenditures	\$ 821,311	1,119,665	1,002,951	1,212,385

Funding Sources:	FY 2014 Actual	FY 2015 Amended Budget	FY 2015 Estimated Year-End Total	FY 2016 Budget Request
General Fund	\$ 821,170	1,068,061	949,747	1,156,117
Water Fund	-	25,802	26,602	28,134
Sewer Fund	-	25,802	26,602	28,134
Gas Tax Fund	-	-	-	-
NPDES Storm Drainage Fund	141	-	-	-
Internal Service Fund	-	-	-	-
Redevelopment Funds	-	-	-	-
Grant Funds	-	-	-	-
Total Funding Sources	\$ 821,311	1,119,665	1,002,951	1,212,385



2015-16

City of Norco
Adopted Budget

City Manager

CITY MANAGER

The Municipal government established by the City of Norco Charter is a “Council-Manager” form of government. Under this form of government, the City Council establishes the policy direction of the City. The City Manager, as the Chief Executive Officer of the City, is responsible for implementing policy directions established by the City Council. The City Manager serves as the administrative head of City government and reports directly to the City Council. The City Manager recommends, plans, leads, directs and implements City Council policy decisions and regulatory compliance requirements. The City Manager directs the day-to-day operations of all City departments and staff, directly and through a management team of Department Directors. The City Manager provides technical advice to the City Council on overall management and operations of the City. The City Manager also serves as the Executive Director of the Successor Agency to the former Norco Community Redevelopment Agency.

The followings are specific goals of the City Manager in FY 2015-2016:

1. Effectively implement policy directions of the City Council.
2. Provide effective direction and supervision to all City Departments.
3. Maintain positive ongoing relationships with other governmental entities and local service clubs.
4. Work cooperatively with City Commissions, Ad-Hoc Committees and Advisory Groups to achieve stated City Council objectives.
5. Effectively mentor and train new Finance Officer
6. Continue to successfully implement all activities required by law to wind down the activities of the former Norco Community Redevelopment Agency.
7. Provide recommendations on ways to balance FY 2016-2017 Operating Budget.
8. Recommend to City Council cost saving ways to minimize the cost of pension and post-retirement healthcare benefits.
9. Continue to recommend and take actions necessary for successful implementation of the Silverlakes Project.
10. Work closely with Public Works Department to ensure that at least 75% of all capital projects in the Capital Improvement Program Budget for FY 2015-2016 are completed during the fiscal year; and to finalize the SARI Line transaction between the City, State of California, City of Corona, Navy and Western Municipal Water District.
11. Take more active role in the Kiwanis Club

City of Norco, California
City Manager, Department 702
Budget Summary By Major Categories

<i>Expenditures:</i>	<i>FY 2014 Actual</i>	<i>FY 2015 Amended Budget</i>	<i>FY 2015 Estimated Year-End Total</i>	<i>FY 2016 Budget Request</i>
Salaries and Benefits	\$ 28,054	258,026	261,854	282,407
Employee Related Expenditures	1,002	6,404	3,200	6,000
Supplies and Services	79	200	-	150
Maintenance and Rentals	-	-	-	-
Operations and Utilities	427	500	500	500
Contractual and Professional Services	-	25,000	5,000	15,000
Miscellaneous	-	-	-	-
CRA Programs	-	-	-	-
Internal Service Fund Charges	10,600	10,800	10,800	9,700
Capital Outlay	-	-	-	-
Transfers	-	-	-	-
<i>Total Expenditures</i>	<i>\$ 40,162</i>	<i>300,930</i>	<i>281,354</i>	<i>313,757</i>

<i>Funding Sources:</i>	<i>FY 2014 Actual</i>	<i>FY 2015 Amended Budget</i>	<i>FY 2015 Estimated Year-End Total</i>	<i>FY 2016 Budget Request</i>
General Fund	\$ 40,162	249,326	228,150	257,489
Water Fund	-	25,802	26,602	28,134
Sewer Fund	-	25,802	26,602	28,134
Gas Tax Fund	-	-	-	-
NPDES Storm Drainage Fund	-	-	-	-
Internal Service Fund	-	-	-	-
Miscellaneous Grants	-	-	-	-
<i>Total Funding Sources</i>	<i>\$ 40,162</i>	<i>300,930</i>	<i>281,354</i>	<i>313,757</i>

City of Norco, California
City Manager, General Fund 121, Department 702
Budget Detail By Line Item

Account Number	Account Description	FY 2014 Actual	FY 2015 Amended Budget	FY 2015 Estimated Year-End Total	FY 2016 Budget Request
<u>Salaries and Benefits</u>					
30100	Salaries, Full Time	\$ 21,810	139,657	139,657	144,535
30201	PERS Employer UAL	-	-	-	37,218
30200	PERS Retirement	4,131	41,628	41,628	17,775
30205	Employee Group Insurance	1,099	12,712	13,670	12,725
30210	Vehicle Allowance	375	4,800	4,800	4,800
30215	Medical Savings Account	17	240	240	240
30220	FICA/Medicare Insurance	380	2,025	2,025	2,096
30225	Sick leave buy back	-	1,600	2,621	2,650
30230	Annual Vacation Cash Out	-	3,760	4,009	4,100
30235	Deferred Compensation	242	-	-	-
	Subtotal - Salaries and Benefits	28,054	206,422	208,650	226,139
<u>Employee Related Expenditures</u>					
30300	Conferences and Meetings	1,002	4,000	2,500	4,000
30320	Dues, Memberships and Subscriptions	-	2,404	700	2,000
	Subtotal - Employee Related	1,002	6,404	3,200	6,000
<u>Supplies and Services</u>					
30400	Office Supplies	9	-	-	-
30405	Printing & Copies	70	200	-	150
	Subtotal - Supplies and Services	79	200	-	150
<u>Operations and Utilities</u>					
33100	Utilities	427	500	500	500
	Subtotal - Operations & Utilities	427	500	500	500
<u>Contractual and Professional Services</u>					
34105	Other Professional Services	-	25,000	5,000	15,000
	Subtotal - Contractual & Professional	-	25,000	5,000	15,000
<u>Internal Service Fund Charges</u>					
42110	Computing and Comm. Equip Replacement	1,300	1,400	1,400	1,000
42115	Computing and Communications Operations	9,300	9,400	9,400	8,700
	Subtotal - Internal Service Charges	10,600	10,800	10,800	9,700
	Total Expenditures	\$ 40,162	249,326	228,150	257,489

City of Norco, California
City Manager, Water Fund 124, Department 702
Budget Detail By Line Item

Account Number	Account Description	FY 2014 Actual	FY 2015 Amended Budget	FY 2015 Estimated Year-End Total	FY 2016 Budget Request
<u>Salaries and Benefits</u>					
30100	Salaries, Full Time	\$ -	17,457	17,868	18,067
30201	PERS Employer UAL	-	-	-	4,652
30200	PERS Retirement	-	5,203	5,326	2,222
30205	Employee Group Insurance	-	1,589	1,690	1,591
30210	Vehicle Allowance	-	600	600	600
30215	Medical Savings Account	-	30	30	30
30220	FICA/Medicare Insurance	-	253	259	262
30225	Sick leave buy back	-	200	328	200
30230	Annual Vacation Cash Out	-	470	501	510
	Subtotal - Salaries and Benefits	\$ -	25,802	26,602	28,134

City of Norco, California
City Manager, Sewer Fund 126, Department 702
Budget Detail By Line Item

Account Number	Account Description	FY 2014 Actual	FY 2015 Amended Budget	FY 2015 Estimated Year-End Total	FY 2016 Budget Request
<u>Salaries and Benefits</u>					
30100	Salaries, Full Time	\$ -	17,457	17,868	18,067
30201	PERS Employer UAL	-	-	-	4,652
30200	PERS Retirement	-	5,203	5,326	2,222
30205	Employee Group Insurance	-	1,589	1,690	1,591
30210	Vehicle Allowance	-	600	600	600
30215	Medical Savings Account	-	30	30	30
30220	FICA/Medicare Insurance	-	253	259	262
30225	Sick leave buy back	-	200	328	200
30230	Annual Vacation Cash Out	-	470	501	510
	Subtotal - Salaries and Benefits	\$ -	25,802	26,602	28,134



2015-16

City of Norco
Adopted Budget

City Clerk

CITY CLERK

The City Clerk serves under the direction of the City Manager and also assists the City Manager in the day-to-day operations of the Administrative offices of the City. The City Clerk serves as the City's election official and the custodian of all official records of the City of Norco. The City Clerk and staff facilitate the preparation of City Council agenda packets and prepare the minutes for all City Council meetings. The City Clerk's office administers the City's records management system, maintains the City's Municipal Code, assists in the processing of all legal documents necessary for the operation of the City, ensures that elected and appointed officials comply with filing requirements in accordance with the Political Reform Act, serves as the City Council liaison, assists in the fulfilling of Public Records Act requests, and is responsible for the input for the City Government Channel and portions of the City's Internet site. The City Clerk also serves as the Secretary of the Successor Agency to the Norco Community Redevelopment Agency and also Secretary of the Oversight Board.

Fiscal Year 2015-2016 Goals and Objectives

- Assist the City Manager in coordinating and facilitating the functions of the City's Administrative offices.
- Work as part of a "team" to provide leadership and administrative support.
- Maintain the City's records system to enable quick response to public records requests.
- Promote voter participation through community education.
- Coordinate efforts to provide City Council agenda packets in a usable and functional electronic format available to the community.
- Provide and promote quality customer service.
- Encourage public engagement through the decision making process of the City, ensure the integrity of the participatory process, and enhance the public's trust in local government.
- Continue to review local, state, and federal legislation as it relates to all the operations and functions of the City of Norco.
- Coordinate and conduct the General Municipal Election in November 2015.
- Conduct recruitment for Commission vacancies in April 2016.

**City of Norco, California
City Clerk, Department 704
Budget Summary By Major Categories**

Expenditures:		FY 2014 Actual	FY 2015 Amended Budget	FY 2015 Estimated Year-End Total	FY 2016 Budget Request
Salaries and Benefits	\$	216,647	216,882	204,429	244,024
Employee Related Expenditures		100	790	505	500
Supplies and Services		43,430	3,235	2,560	48,235
Maintenance and Rentals		-	-	-	-
Operations and Utilities		-	-	-	-
Contractual and Professional Services		4,188	4,925	2,378	2,500
Miscellaneous		-	-	-	-
CRA Programs		-	-	-	-
Internal Service Fund Charges		15,900	16,300	16,300	14,000
Capital Outlay		-	-	-	-
Transfers		-	-	-	-
Total Expenditures	\$	280,265	242,132	226,172	309,259

Funding Sources:		FY 2014 Actual	FY 2015 Amended Budget	FY 2015 Estimated Year-End Total	FY 2016 Budget Request
General Fund	\$	280,265	242,132	226,172	309,259
Water Fund		-	-	-	-
Sewer Fund		-	-	-	-
Gas Tax Fund		-	-	-	-
NPDES Storm Drainage Fund		-	-	-	-
Internal Service Fund		-	-	-	-
Total Funding Sources	\$	280,265	242,132	226,172	309,259

City of Norco, California
City Clerk, General Fund 121, Department 704
Budget Detail By Line Item

Account Number Account Description	FY 2014 Actual	FY 2015 Amended Budget	FY 2015 Estimated Year-End Total	FY 2016 Budget Request
<u>Salaries and Benefits</u>				
30100 Salaries, Full Time	\$ 150,936	134,140	119,536	137,979
30105 Salaries, Part Time	-	13,000	13,000	12,500
30201 PERS Employer UAL	-	-	-	35,530
30200 PERS Retirement	35,815	39,983	32,994	16,969
30205 Employee Group Insurance	20,092	20,200	29,151	30,011
30210 Vehicle Allowance	5,026	4,800	4,800	4,800
30212 Cell Phone Stipend	50	-	600	600
30215 Medical Savings Account	517	300	300	540
30220 FICA/Medicare Insurance	2,508	2,134	1,922	2,182
30225 Sick leave buy back	1,703	700	808	800
30230 Annual Vacation Cash Out	-	500	993	1,000
30235 Deferred Compensation	-	325	325	313
30255 Tuition Reimbursement	-	800	-	800
Subtotal - Salaries and Benefits	216,647	216,882	204,429	244,024
<u>Employee Related Expenditures</u>				
30320 Dues, Memberships and Subscriptions	100	790	505	500
Subtotal - Employee Related	100	790	505	500
<u>Supplies and Services</u>				
30400 Office Supplies	570	485	460	485
30405 Printing & Copies	240	150	-	150
30410 Postage	20	100	-	100
30445 Legal Advertising	2,483	2,500	2,100	2,500
30455 Election	40,117	-	-	45,000
Subtotal - Supplies and Services	43,430	3,235	2,560	48,235
<u>Contractual and Professional Services</u>				
34100 Contractual Services	4,188	4,925	2,378	2,500
Subtotal - Contractual & Professional	4,188	4,925	2,378	2,500
<u>Internal Service Fund Charges</u>				
42110 Computing and Comm. Equip Replacement	2,000	2,100	2,100	1,000
42115 Computing and Communications Operations	13,900	14,200	14,200	13,000
Subtotal - Internal Service Charges	15,900	16,300	16,300	14,000
Total Expenditures	\$ 280,265	242,132	226,172	309,259



2015-16

City of Norco
Adopted Budget

Planning Division

PLANNING DIVISION 750

The Planning Division is managed by the Planning Director with four staff members. The Planning Division is responsible for all current and advanced planning projects and reports as well as code compliance. Current planning projects consist of the land use entitlement process wherein property owners and developers obtain the right to develop their land consistent with the zoning requirements for the property in question. The process includes site plan review, conditional use permits, variances, tentative tract and parcel maps, zone changes, and specific plans. Current planning includes the necessary environmental analysis, establishment of mitigation measures, and documentation in accordance with the requirements of the California Environmental Quality Act (CEQA).

Advanced planning projects include maintaining the validity and legality of the General plan with periodic updates of the various elements of the General Plan as required by state mandate, or as is needed to reflect changes in state laws. In addition, annexations to the City and changes to the Sphere of Influence (where City boundaries are anticipated to expand in the future) are advanced planning issues. Advanced planning also includes regional and inter-agency planning to address such issues as regional habitat maintenance, demographic research and compilation, regional transportation planning, air quality, and climate change.

2015-16 Goals & Objectives

- Work with Engineering/Public Works to see if there are funds that can be used to update the Circulation Element of the General Plan.
- Work to jointly fund (pending a City revenue source) with Norco College a circulation study/environmental analysis to investigate access points into the college campus.
- Update to the Noise Element of the General Plan.
- Update to the Open Space element of the General Plan.
- Revise and update the temporary sign provisions in the NMC.
- Finish the update and revision of the C-4 zone (Sixth Street).
- Work with Economic Development and property owners to find development opportunities for tourist-oriented hospitality uses.
- More regularly update sections of the Zoning Code.

City of Norco, California
Planning Division 750
Budget Summary By Major Categories

<i>Expenditures:</i>	<i>FY 2014 Actual</i>	<i>FY 2015 Amended Budget</i>	<i>FY 2015 Estimated Year-End Total</i>	<i>FY 2016 Budget Request</i>
Salaries and Benefits	\$ 272,994	\$ 289,555	\$ 284,363	\$ 315,303
Employee Related Expenditures	910	910	930	1,055
Supplies and Services	2,531	2,000	2,000	2,200
Maintenance and Rentals	-	-	-	-
Operations and Utilities	436	500	270	270
Contractual and Professional Services	29,924	-	-	-
Miscellaneous	-	-	-	-
CRA Programs	-	-	-	-
Internal Service Fund Charges	26,100	32,100	32,100	23,800
Capital Outlay	-	-	-	-
Transfers	-	-	-	-
<i>Total Expenditures</i>	<i>\$ 332,895</i>	<i>325,065</i>	<i>319,663</i>	<i>342,628</i>

<i>Funding Sources:</i>	<i>FY 2014 Actual</i>	<i>FY 2015 Amended Budget</i>	<i>FY 2015 Estimated Year-End Total</i>	<i>FY 2016 Budget Request</i>
General Fund	\$ 332,754	325,065	319,663	\$ 342,628
Water Fund	-	-	-	-
Sewer Fund	-	-	-	-
Gas Tax Fund	-	-	-	-
NPDES Storm Drainage Fund	141	-	-	-
Internal Service Fund	-	-	-	-
<i>Total Funding Sources</i>	<i>\$ 332,895</i>	<i>325,065</i>	<i>319,663</i>	<i>342,628</i>

City of Norco, California
Planning Division 750, General Fund
Budget Detail By Line Item

Account Number	Account Description	FY 2014 Actual	FY 2015 Amended Budget	FY 2015 Estimated Year-End Total	FY 2016 Budget Request
<u>Salaries and Benefits</u>					
30100	Salaries, Full Time	\$ 173,650	181,413	176,361	187,750
30105	Salaries, Part Time	12,131	15,480	15,500	16,390
30201	PERS Employer UAL	-	-	-	48,346
30200	PERS Retirement	47,577	54,074	52,670	23,089
30205	Employee Group Insurance	22,888	22,007	22,949	22,619
30210	Vehicle Allowance	4,826	4,800	4,800	4,800
30215	Medical Savings Account	543	540	540	540
30220	FICA/Medicare Insurance	2,864	2,854	2,782	2,960
30225	Sick leave buy back	3,085	3,000	3,310	3,300
30230	Annual Vacation Cash Out	4,984	5,000	5,064	5,100
30235	Deferred Compensation	306	387	388	410
	Subtotal - Salaries and Benefits	272,853	289,555	284,363	315,303
<u>Employee Related Expenditures</u>					
30320	Dues, Memberships and Subscriptions	910	910	930	1,055
	Subtotal - Employee Related	910	910	930	1,055
<u>Supplies and Services</u>					
30400	Office Supplies	795	400	400	400
30415	Special Departmental	35	400	400	600
30445	Legal Advertising	1,701	1,200	1,200	1,200
	Subtotal - Supplies and Services	2,531	2,000	2,000	2,200
<u>Operations and Utilities</u>					
33100	Utilities	436	500	270	270
	Subtotal - Operations & Utilities	436	500	270	270
<u>Contractual and Professional Services</u>					
34100	Contractual Services	29,924	-	-	-
	Subtotal - Contractual & Professional	29,924	-	-	-
<u>Internal Service Fund Charges</u>					
42110	Computing and Comm. Equip Replacement	3,000	3,800	3,800	2,200
42115	Computing and Communications Operations	23,100	28,300	28,300	21,600
	Subtotal - Internal Service Charges	26,100	32,100	32,100	23,800
	Total Expenditures	\$ 332,754	325,065	319,663	342,628

City of Norco, California
Planning Division 750, General Fund
Budget Detail By Line Item

Account		FY 2014	FY 2015	FY 2015	FY 2016
Number	Department-Generated Revenues	Actual	Amended	Estimated	Budget
			Budget	Year-End	Request
				Total	
55100	Conditional Use Permit (Major/Minor)	\$ 53,927	43,749	43,749	30,724
55105	Site Plan (Major/Minor)	28,324	18,616	20,239	13,132
55110	Variance (Major/Minor)	11,662	-	2,824	-
55120	Tentative Tract Map	29,106	-	-	-
55125	Tentative Parcel Map	2,815	159	159	5,699
55140	Modifications	1,475	810	810	-
55145	Zone Change	5,374	-	-	-
55155	Sign Review	4,892	3,405	3,970	2,146
55160	Entertainment Permit	160	-	-	-
55165	Special Use Permit	92	-	78	-
55170	Special Event Permit	2,584	2,071	2,071	1,760
55180	Large Family Day Care Permit	1,244	-	-	-
55195	Publications	508	3,426	4,189	4,189
55200	ABC Letter	-	142	142	284
55205	Information Letter	720	575	608	585
55210	Architecture Review	2,138	664	659	315
55220	Environmental Assessment	8,922	1,103	1,508	2,092
55235	Landscape Plan Check Review	892	880	906	427
55265	Appeal	810	320	320	90
	Total Revenues	\$ 155,644	75,920	82,232	61,443



2015-16

City of Norco
Adopted Budget

Code Compliance

CODE COMPLIANCE

Code Compliance is responsible for enforcing the land use regulations of the Municipal Code. The Code Compliance Officer works with the Engineering Division to ensure that no water quality violations exist in the City as a result of land use mismanagement. The Code Compliance Officer also works in conjunction with the Fire Department to ensure that properties are properly maintained for weed control.

2015-16 Goals & Objectives

- Finish updating the Code Enforcement Administrative Procedures to eliminate excessive steps (and the concurrent time) to achieve compliance quicker.
- Do more trail parking violation enforcement.
- Continue updates and reports to the Planning Director, City Manager and City Council demonstrating progress toward closing cases.
- Take more of the non-compliant, and difficult cases for action by the City Prosecutor.
- Continue illegal sign enforcement.
- Get more coverage on weekends.

**City of Norco, California
Code Compliance Division 751
Budget Summary By Major Categories**

<i>Expenditures:</i>	<i>FY 2014 Actual</i>	<i>FY 2015 Amended Budget</i>	<i>FY 2015 Estimated Year-End Total</i>	<i>FY 2016 Budget Request</i>
Salaries and Benefits	\$ 68,280	65,002	59,018	67,505
Employee Related Expenditures	-	-	-	-
Supplies and Services	437	415	-	500
Maintenance and Rentals	-	-	-	-
Operations and Utilities	702	500	500	500
Contractual and Professional Services	16,435	50,000	11,500	20,000
Miscellaneous	-	-	-	-
CRA Programs	-	-	-	-
Internal Service Fund Charges	1,923	2,400	700	700
Capital Outlay	-	-	-	-
Transfers	-	-	-	-
<i>Total Expenditures</i>	<i>\$ 87,777</i>	<i>118,317</i>	<i>71,718</i>	<i>89,205</i>

<i>Funding Sources:</i>	<i>FY 2014 Actual</i>	<i>FY 2015 Amended Budget</i>	<i>FY 2015 Estimated Year-End Total</i>	<i>FY 2016 Budget Request</i>
General Fund	\$ 87,777	118,317	71,718	89,205
Water Fund	-	-	-	-
Sewer Fund	-	-	-	-
Gas Tax Fund	-	-	-	-
NPDES Storm Drainage Fund	-	-	-	-
Internal Service Fund	-	-	-	-
Redevelopment Funds	-	-	-	-
<i>Total Funding Sources</i>	<i>\$ 87,777</i>	<i>118,317</i>	<i>71,718</i>	<i>89,205</i>

City of Norco, California
Code Compliance Division 751, General Fund
Budget Detail By Line Item

Account Number	Account Description	FY 2014 Actual	FY 2015 Amended Budget	FY 2015 Estimated Year-End Total	FY 2016 Budget Request
<u>Salaries and Benefits</u>					
30100	Salaries, Full Time	\$ 32,500	54,307	49,250	56,204
30105	Salaries, Part Time	27,635	-	97	-
30200	PERS Retirement	2,031	3,394	3,078	3,505
30205	Employee Group Insurance	4,497.00	6,514	5,351	6,430
30220	FICA/Medicare Insurance	926	787	716	815
30225	Sick leave buy back	-	-	524	550
30235	Deferred Compensation	691	-	2	-
	Subtotal - Salaries and Benefits	68,280	65,002	59,018	67,505
<u>Supplies and Services</u>					
30400	Office Supplies	65	65	-	150
30415	Special Departmental	372	350	-	350
	Subtotal - Supplies and Services	437	415	-	500
<u>Operations and Utilities</u>					
33100	Utilities	702	500	500	500
	Subtotal - Operations & Utilities	702	500	500	500
<u>Contractual and Professional Services</u>					
34100	Contractual Services	16,435	50,000	11,500	20,000
	Subtotal - Contractual & Professional	16,435	50,000	11,500	20,000
<u>Internal Service Fund Charges</u>					
42100	Vehicle Operations and Maintenance	1,923	2,400	700	700
	Subtotal - Internal Service Charges	1,923	2,400	700	700
	Total Expenditures	\$ 87,777	118,317	71,718	89,205

Account Number	Department-Generated Revenues	FY 2014 Actual	FY 2015 Amended Budget	FY 2015 Estimated Year-End Total	FY 2016 Budget Request
53520	Abandon Vehicle Abatement	\$ 4,457	-	-	-
54112	Municipal Code Violations	2,028	-	15,263	16,026
	Total Revenues	\$ 6,485	-	15,263	16,026



2015-16

City of Norco
Adopted Budget

Economic Development

Economic Development

Fiscal Year 2015-2016 Goals & Objectives

- Develop a comprehensive economic development strategy for business attraction and retention, while elevating the City's national profile.
- Implement economic development strategies that increase municipal revenues and diversify the local tax base.
- Aggressively implement "Destination: Norco," a campaign to attract tourists to Horsetown USA and provide the amenities they seek.
- Establish a Tourism Marketing Fund to actively promote Norco and its visitor attractions, working with print and broadcast media to maximize Norco's exposure as a destination.
- Complete construction and begin operation of the Sixth Street Gateway Sign to publicize local events to residents and visitors, generating a modest revenue stream from advertisers.
- Ensure the efficient and equitable administration of housing programs providing affordable home repair, utility bill assistance and first-time homebuyer opportunities.
- Assist the Historic Preservation Commission with its efforts, making preservation an asset, not an obstacle, to future economic development.
- Enable the Historic Preservation Commission to establish the Community Center's Bob and Karlene Allen Room as a secure home to the City's Historic Collection, ensuring future access by the public.
- Work with the Economic Development Advisory Council (EDAC) to strengthen its role as a proactive partner for future economic development efforts.
- Assist local businesses with efforts to streamline and expand their operations, collaborating with other government agencies and the Chamber.
- Reach out to appropriate industries, marketing the City of Norco as a strategic, cost-effective place to conduct their business.
- Create new content for the City website, including general economic development, equestrian activities, housing, media relations, and Destination: Norco.
- Influence prospective development plans to ensure every proposal addresses long-term economic benefits to the City.

City of Norco, California
Economic Development, Department 745
Budget Summary By Major Categories

<i>Expenditures:</i>	<i>FY 2014 Actual</i>	<i>FY 2015 Amended Budget</i>	<i>FY 2015 Estimated Year-End Total</i>	<i>FY 2016 Budget Request</i>
Salaries and Benefits	\$ 850	1,144	3,119	18,711
Employee Related Expenditures	160	225	225	225
Supplies and Services	1,231	10,250	10,000	1,000
Maintenance and Rentals	-	-	-	-
Operations and Utilities	-	-	-	-
Contractual and Professional Services	64,941	110,902	80,000	128,000
Miscellaneous	2,430	-	-	-
CRA Programs	-	-	-	-
Internal Service Fund Charges	10,600	10,700	10,700	9,600
Capital Outlay	-	-	-	-
Transfers	-	-	-	-
<i>Total Expenditures</i>	<i>\$ 80,212</i>	<i>133,221</i>	<i>104,044</i>	<i>157,536</i>

<i>Funding Sources:</i>	<i>FY 2014 Actual</i>	<i>FY 2015 Amended Budget</i>	<i>FY 2015 Estimated Year-End Total</i>	<i>FY 2016 Budget Request</i>
General Fund	\$ 80,212	133,221	104,044	157,536
Water Fund	-	-	-	-
Sewer Fund	-	-	-	-
Gas Tax Fund	-	-	-	-
NPDES Storm Drainage Fund	-	-	-	-
Internal Service Fund	-	-	-	-
Redevelopment Funds	-	-	-	-
<i>Total Funding Sources</i>	<i>\$ 80,212</i>	<i>133,221</i>	<i>104,044</i>	<i>157,536</i>

City of Norco, California
Economic Development, General Fund 121, Department 745
Budget Detail By Line Item

Account Number	Account Description	FY 2014 Actual	FY 2015 Amended Budget	FY 2015 Estimated Year-End Total	FY 2016 Budget Request
<u>Salaries and Benefits</u>					
30105	Salaries, Part Time	\$ 800	1,100	3,000	18,000
30205	Employee Group Insurance	18	-	-	-
30220	FICA/Medicare Insurance	12	16	44	261
30235	Deferred Compensation	20	28	75	450
	Subtotal - Salaries and Benefits	850	1,144	3,119	18,711
<u>Employee Related Expenditures</u>					
30320	Dues, Memberships and Subscriptions	160	225	225	225
	Subtotal - Employee Related	160	225	225	225
<u>Supplies and Services</u>					
30400	Office Supplies	1,231	10,250	10,000	1,000
	Subtotal - Supplies and Services	1,231	10,250	10,000	1,000
<u>Contractual and Professional Services</u>					
34100	Contractual Services	54,934	57,902	57,900	60,000
34105	Other Professional Services	10,006	53,000	22,100	68,000
	Subtotal - Contractual & Professional	64,941	110,902	80,000	128,000
<u>Miscellaneous</u>					
35311	Sixth Street Banner Program	2,430	-	-	-
	Subtotal - Miscellaneous	2,430	-	-	-
<u>Internal Service Fund Charges</u>					
42110	Computing and Comm. Equip Replacement	1,300	1,300	1,300	900
42115	Computing and Communications Operations	9,300	9,400	9,400	8,700
	Subtotal - Internal Service Charges	10,600	10,700	10,700	9,600
	Total Expenditures	\$ 80,212	133,221	104,044	157,536



2015-16

City of Norco
Adopted Budget

Parks, Recreation
Community Services & Animal Control

PARKS, RECREATION & COMMUNITY SERVICES

Parks, Recreation & Community Services Department consists of six divisions: Recreation & Community Services, Youth & Teens, Parks, Senior Citizens, Buildings and Public Facilities, Animal Control and Shelter Services.

The Department runs its operations seven days a week and serves over several thousand patrons weekly. The Department maintains approximately 700 acres of open space , 7 neighborhood or pocket parks, 5 that have Equestrian Arenas, 3 sports oriented parks, 3 equestrian oriented parks, Community Center and Equestrian Event Center as well as all City buildings, including the Sheriff Department sub-station and both Fire Stations as well as the oversight of Animal Control Services and shelter.

Vision Statement

The City of Norco Parks, Recreation & Community Services Department provides the fabric that connects our values as far as what we want our community to be. The Department works to create community in Norco through people, animals, trails, parks and programs and is a vital part of the City's services to the community. The benefits of parks and recreation are highly valued by the community. The Department's focus is to sponsor and promote health and wellness, foster human development, strengthen safety and security, protect natural resources, support economic development, increase cultural unity, establish standards for the care and health of animals, provide a safe haven for animals, enforce laws to protect the wellbeing of all animals in the community and to sponsor the adoption and placement for animals within our care.

Fiscal Year 2015/2016 Goals and Objectives

- Coordinate to support the development, and implementation of programming needs at the Silverlakes property.
- Continue to seek funding to rehabilitate the electrical underground and irrigation at the Wayne Makin and Shearer Sports Complex and other infrastructure needs of the city.
- Develop and complete security systems for Sheriff and City Hall.

- Develop a program to recognize residents through sympathy cards to those who have recently lost or had to humanly euthanize a pet.
- To continue improvements to the Animal Control Shelter facility through community organizations like the Eagle Scouts and Girl Scouts.
- Continue to provide responsive, effective and high-quality animal care service that preserves and protects public and animal safety alike.
- Research and provide business model for a non-profit “Friends of the Shelter” to assist with operations and capital needs.
- Prepare individual facility information at the George Ingalls Equestrian Event Center listing amenities, display photos of past events and highlight regional and national events on City’s website and facebook.
- Continue the public art project and complete drop down electrical and permanent speakers with portable sound system at the Clark Arena to entice additional invitational, regional and national shows for equestrian and dog shows and put us in the market for heavy vendor attended events.
- Complete amenities required on the east pad including:
 - lighting, power, sound, and water for existing and new special events with large equine and vendor presence.
 - Grass seed parking lot 3 will put us in compliance and eliminate the National Pollutant Discharge Elimination System (NPDES) – Wastewater. (no sand bags) Sandbags have to be adjusted during all heavy attended special events and give the perception that the facility will never be completed
- Continue implementation of the five year business plan for the George Ingalls Equestrian Event Center towards 75% of full recovery of costs.
- Increase volunteerism by 5% to assist with City needs in programs and service delivery.
- Continue improvement/special projects such as new signage at Community Center and backdrop decorations for Parade of Lights and Winter Festival through the assistance of Eagle Scouts and local church organizations.

- Work with Administration on the development and implementation of a Non-Profit to assist in the goals and objectives to support community events and special projects.
- Continue to look for additional avenues in social media to advertise and promote Horsetown USA including all events, programs and services.
- Lower water usage in our park system.
- Replace two picnic shelters at Community Center Ballpark and replace the restroom making it handicap accessible.
- Look for funding to start horse trail fence replacement in parks.
- Make the transition from portable to reclaimed water for several of the parks that are currently not set up for reclaimed water.
- Continue to seek sponsorship opportunities to support senior services and Party Partners Program.
- Increase veteran ridership in the transportation program for FY 15-16.
- Increase volunteerism to assist with senior services needs in programs and service delivery.
- Seek new trending recreation opportunities for youth which are self-supporting.
- Coordinate with CNUSD for use of the aquatics facility at NHS for use in the summer of 2016.
- Concentrate on fundraising opportunities to provide supplemental monies for infrastructure needs at Riley Gymnasium.
- Seek funding and design for monuments at the George Ingalls Veterans Memorial for:
 - MIA/POW
 - Freedom Fighters
 - Gold Star Mothers

City of Norco, California
Parks, Recreation & Community Services Department
Budget Summary By Major Categories

Expenditures:	FY 2014 Actual	FY 2015 Amended Budget	FY 2015 Estimated Year-End Total	FY 2016 Budget Request
Salaries and Benefits	\$ 1,410,500	1,509,455	1,505,162	1,653,681
Employee Related Expenditures	12,338	14,686	10,750	13,767
Supplies and Services	84,779	91,644	85,651	89,387
Maintenance and Rentals	92,923	80,531	83,057	83,231
Operations and Utilities	305,827	307,860	303,608	306,771
Contractual and Professional Services	727,258	745,375	752,175	690,930
Miscellaneous	4,800	4,800	4,800	4,800
CRA Programs	-	-	-	-
Internal Service Fund Charges	256,390	277,260	277,260	266,663
Capital Outlay	91,551	150,497	13,000	156,097
Transfers Out	12,004	12,069	12,069	12,000
Total Expenditures	\$ 2,998,371	3,194,177	3,047,532	3,277,327

Funding Sources:	FY 2014 Actual	FY 2015 Amended Budget	FY 2015 Estimated Year-End Total	FY 2016 Budget Request
General Fund	\$ 2,856,096	2,983,993	2,975,463	3,067,465
Water Fund	-	-	-	-
Sewer Fund	-	-	-	-
Gas Tax Fund	-	-	-	-
NPDES Storm Drainage Fund	-	-	-	-
Internal Service Fund	-	-	-	-
Redevelopment Funds	-	-	-	-
Grant Funds	142,275	210,184	72,069	209,862
Total Funding Sources	\$ 2,998,371	3,194,177	3,047,532	3,277,327



2015-16

City of Norco
Adopted Budget

Recreation

PARKS, RECREATION and COMMUNITY SERVICES

Recreation Division 730

This Division is responsible for building a strong community now and into the future through its belief that Parks Make Life Better! Recreation is critical to help build and support relationships that are the foundation of a strong community.

By providing a safe space to play, learn, exercise and recreate, the Division fosters physical and social human development, focusing on young adolescents through senior citizens. Through programs and facilities, we provide youth organized and positive alternatives to undesirable and criminal activities and facilitate special connections and lifelong learning. As dedicated professionals, the Recreation Division is responsible to plan, organize, implement and evaluate comprehensive year-round recreation programs which include but are not limited to youth and adult sports and a variety of recreation and leisure classes. Additionally, the Division promotes and contracts with unique entities to support the brand Horsetown USA, thus enhancing overall economic development within the city. By partnering with and supporting local businesses, we create valuable, lasting relationships that support economic development within the community. Special events such as National Day of the American Cowboy and Horsetown Parade of Lights and Winter Festival draw participants from around the region, introducing new customers to our local businesses. They bring individuals together and unite in cultural and community celebration, thus building a successful community. Strong volunteer efforts positively impact the success of the Division and are utilized for support in many endeavors throughout the City. The Recreation Division also coordinates the efforts of various local non-profit private youth sports organizations through the use and rental of City facilities.

**City of Norco, California
Recreation Division 730
Budget Summary By Major Categories**

Expenditures:	FY 2014 Actual	FY 2015 Amended Budget	FY 2015 Estimated Year-End Total	FY 2016 Budget Request
Salaries and Benefits	\$ 470,769	498,147	485,024	492,912
Employee Related Expenditures	819	1,109	1,095	965
Supplies and Services	22,208	19,198	21,901	9,800
Maintenance and Rentals	1,461	1,200	1,200	1,200
Operations and Utilities	56,208	63,360	56,602	45,480
Contractual and Professional Services	61,331	59,571	64,182	11,638
Miscellaneous	-	-	-	-
CRA Programs	-	-	-	-
Internal Service Fund Charges	59,800	71,001	71,001	63,000
Capital Outlay	3,236	13,000	13,000	13,000
Transfers	-	-	-	-
Total Expenditures	\$ 675,832	726,586	714,005	637,995

Funding Sources:	FY 2014 Actual	FY 2015 Amended Budget	FY 2015 Estimated Year-End Total	FY 2016 Budget Request
General Fund	\$ 675,832	726,586	714,005	637,995
Water Fund	-	-	-	-
Sewer Fund	-	-	-	-
Gas Tax Fund	-	-	-	-
NPDES Storm Drainage Fund	-	-	-	-
Internal Service Fund	-	-	-	-
Total Funding Sources	\$ 675,832	726,586	714,005	637,995

City of Norco, California
Recreation Division 730, General Fund
Budget Detail By Line Item

Account Number	Account Description	FY 2014 Actual	FY 2015 Amended Budget	FY 2015 Estimated Year-End Total	FY 2016 Budget Request
<u>Salaries and Benefits</u>					
30100	Salaries, Full Time	\$ 224,739	230,471	228,801	272,242
30105	Salaries, Part Time	134,292	148,177	140,488	68,975
30110	Salaries, Overtime	33	-	14	-
30106	Salaries, Part Time (32 hour)	-	-	235	-
30201	PERS Employer UAL	-	-	-	70,102
30200	PERS Retirement	61,647	68,697	68,331	33,480
30205	Employee Group Insurance	28,794	28,027	26,265	27,861
30210	Vehicle Allowance	4,826	4,800	4,800	4,800
30212	Cell Phone Stipend	-	-	175	-
30215	Medical Savings Account	784	780	780	780
30220	FICA/Medicare Insurance	5,478	5,491	5,358	4,948
30225	Sick leave buy back	4,040	4,000	4,156	4,000
30230	Annual Vacation Cash Out	2,075	4,000	2,108	4,000
30235	Deferred Compensation	3,373	3,704	3,512	1,724
30245	Workers Compensation	688	-	-	-
	Subtotal - Salaries and Benefits	470,769	498,147	485,024	492,912
<u>Employee Related Expenditures</u>					
30300	Conferences and Meetings	65	215	215	215
30310	Uniforms & Safety Gear	100	240	240	100
30320	Dues, Memberships and Subscriptions	654	654	640	650
	Subtotal - Employee Related	819	1,109	1,095	965
<u>Supplies and Services</u>					
30400	Office Supplies	6,740	6,000	6,000	6,000
30415	Special Departmental	15,468	13,198	15,901	3,800
	Subtotal - Supplies and Services	22,208	19,198	21,901	9,800
<u>Maintenance and Rentals</u>					
32200	Building and ground maintenance	1,461	1,200	1,200	1,200
	Subtotal - Maintenance & Rentals	1,461	1,200	1,200	1,200
<u>Operations and Utilities</u>					
33100	Utilities	56,208	63,360	56,602	45,480
	Subtotal - Operations & Utilities	56,208	63,360	56,602	45,480
<u>Contractual and Professional Services</u>					
34100	Contractual Services	14,189	14,620	26,326	7,000
34145	Recreation Instructors	47,142	44,951	37,856	4,638
	Subtotal - Contractual & Professional	61,331	59,571	64,182	11,638

City of Norco, California
Recreation Division 730, General Fund
Budget Detail By Line Item

Account Number	Account Description	FY 2014 Actual	FY 2015 Amended Budget	FY 2015 Estimated Year-End Total	FY 2016 Budget Request
<u>Internal Service Fund Charges</u>					
42100	Vehicle Operations and Maintenance	7,500	14,000	14,000	15,000
42105	Vehicle Replacement Charges	-	3,401	3,401	-
42110	Computing and Comm. Equip Replacement	6,000	6,400	6,400	4,700
42115	Computing and Communications Operations	46,300	47,200	47,200	43,300
Subtotal - Internal Service Charges		59,800	71,001	71,001	63,000
<u>Capital Outlay</u>					
43100	Equipment	3,236	-	-	-
43115	Building Improvements	-	13,000	13,000	13,000
Subtotal - Capital Outlay		3,236	13,000	13,000	13,000
Total Expenditures		\$ 675,832	726,586	714,005	637,995

Account Number	Department-Generated Revenues	FY 2014 Actual	FY 2015 Amended Budget	FY 2015 Estimated Year-End Total	FY 2016 Budget Request
54220	Communication Lease Parks and Rec	\$ 60,602	65,000	-	-
55515	Adult Sports	31,175	25,911	22,300	-
55525	Dance-Rainbow	69,021	61,085	61,085	21,400
55550	Beginning Guitar	216	-	54	-
55600	Youth Sports	92,088	94,829	85,027	-
55605	Private Youth Sports	9,246	9,196	9,196	9,196
55610	Tri-Fyft Sports	294	-	-	-
55825	Notary & Loan Signing	318	364	364	336
56210	Taekwon-do	3,716	3,607	3,607	5,720
56255	Horsemanship	1,562	1,262	1,262	1,080
56260	Corydon Stagin Area	2,527	-	-	-
56424	Fire Station Comm. Room Rental	1,258	1,751	1,751	1,750
56425	Community Center	23,560	20,553	20,553	21,000
56430	Field Lights	32,312	25,000	25,000	25,000
56435	Picnic Shelter Rental	2,102	1,813	1,813	2,000
56910	P & R Administrative Maintenance Fund	32,598	28,400	28,400	20,000
Total Revenues		\$ 362,595	338,771	260,412	107,482



2015-16

City of Norco
Adopted Budget

Youth & Teen Services

PARKS, RECREATION and COMMUNITY SERVICES

Youth/Teen and Sports Division 731

Key trends are addressed by this Division to keep youth active and on the road to becoming positive members of society which facilitates community problem solving. The Youth Division establishes a foundation and provides clear recreational opportunities where children ages 2-15 can grow emotionally, intellectually, socially and physically through play in a safe and wholesome environment; all which embrace the principles of youth development. With the diversity of the community, this Division addresses and increases cultural unity. Among the recreational experiences offered that promote health and wellness and foster human development are Wee People Playschool, Kidz Camps, and youth and adult sports.

The division creates partnerships with many local service clubs and agencies such as Norco Lions Club and United Neighbors Involving Today's Youth (UNITY) to promote constructive recreational opportunities for the youth. Continuous partnerships are a necessity to sustain programs and special events within the division. The Youth Division works closely with Corona Norco Unified School District and United Norconians for Life Over Alcohol and Drugs (U.N.L.O.A.D.) by providing education to young people about the adverse effects of alcohol and drugs and related behaviors, on their safety, quality of life and future opportunities. Increasing awareness among parents, grandparents and other caregivers of their responsibilities to help young people to avoid the negative consequences associated with alcohol and drug use is another goal shared by U.N.L.O.A.D. and the youth division. Positive energy, countless opportunities and deliberate investments in youth are important aspects which we promote in our community and can be proud of.

**City of Norco, California
Youth and Teen Division 731
Budget Summary By Major Categories**

Expenditures:	FY 2014 Actual	FY 2015 Amended Budget	FY 2015 Estimated Year-End Total	FY 2016 Budget Request
Salaries and Benefits	\$ 164,382	149,635	163,715	227,938
Employee Related Expenditures	691	925	216	650
Supplies and Services	3,500	3,775	2,219	20,010
Maintenance and Rentals	745	1,200	50	1,200
Operations and Utilities	7,316	13,000	6,859	29,200
Contractual and Professional Services	10,110	11,000	3,973	19,620
Miscellaneous	-	-	-	-
CRA Programs	-	-	-	-
Internal Service Fund Charges	20,568	19,968	19,968	14,200
Capital Outlay	4,101	-	-	5,600
Transfers	-	-	-	-
Total Expenditures	\$ 211,414	199,503	197,000	318,418

Funding Sources:	FY 2014 Actual	FY 2015 Amended Budget	FY 2015 Estimated Year-End Total	FY 2016 Budget Request
General Fund	\$ 211,414	199,503	197,000	318,418
Water Fund	-	-	-	-
Sewer Fund	-	-	-	-
Gas Tax Fund	-	-	-	-
NPDES Storm Drainage Fund	-	-	-	-
Internal Service Fund	-	-	-	-
Total Funding Sources	\$ 211,414	199,503	197,000	318,418

City of Norco, California
Youth and Teen Division 731, General Fund
Budget Detail By Line Item

Account			FY 2015	FY 2015	FY 2016
Number	Account Description	FY 2014	Amended	Estimated	Budget
		Actual	Budget	Year-End	Request
				Total	
<u>Salaries and Benefits</u>					
30100	Salaries, Full Time	\$ 26,589	27,009	27,004	-
30105	Salaries, Part Time	106,346	72,285	92,591	183,140
30106	Salaries, Part Time (32 hour)	6,368	25,314	21,845	25,200
30201	PERS Employer UAL	-	-	-	6,703
30200	PERS Retirement	12,324	14,584	13,836	2,595
30205	Employee Group Insurance	3,772	6,209	3,719	2,700
30215	Medical Savings Account	121	120	120	-
30220	FICA/Medicare Insurance	2,062	1,807	2,051	3,021
30225	Sick leave buy back	424	400	215	-
30230	Annual Vacation Cash Out	-	100	-	-
30235	Deferred Compensation	2,340	1,807	2,315	4,579
30245	Workers Compensation	4,036	-	19	-
	Subtotal - Salaries and Benefits	164,382	149,635	163,715	227,938
<u>Employee Related Expenditures</u>					
30300	Conferences and Meetings	400	500	31	250
30310	Uniforms & Safety Gear	21	200	-	200
30315	Employee Hiring Costs	200	-	-	-
30320	Dues, Memberships and Subscriptions	70	225	185	200
	Subtotal - Employee Related	691	925	216	650
<u>Supplies and Services</u>					
30400	Office Supplies	340	800	736	1,000
30415	Special Departmental	1,964	2,000	733	18,035
30485	Wee People Special Events	1,196	975	750	975
	Subtotal - Supplies and Services	3,500	3,775	2,219	20,010
<u>Maintenance and Rentals</u>					
32200	Building and ground maintenance	745	1,200	50	1,200
	Subtotal - Maintenance & Rentals	745	1,200	50	1,200
<u>Operations and Utilities</u>					
33100	Utilities	7,316	13,000	6,859	29,200
	Subtotal - Operations & Utilities	7,316	13,000	6,859	29,200

City of Norco, California
Youth and Teen Division 731, General Fund
Budget Detail By Line Item

Account Number	Account Description	FY 2014 Actual	FY 2015 Amended Budget	FY 2015 Estimated Year-End Total	FY 2016 Budget Request
<u>Contractual and Professional Services</u>					
34100	Contractual Services	10,087	11,000	3,973	19,620
34150	Special Events	23	-	-	-
	Subtotal - Contractual & Professional	10,110	11,000	3,973	19,620
<u>Internal Service Fund Charges</u>					
42100	Vehicle Operations and Maintenance	2,000	1,000	1,000	-
42105	Vehicle Replacement Charges	2,768	2,768	2,768	-
42110	Computing and Comm. Equip Replacement	1,900	2,000	2,000	1,200
42115	Computing and Communications Operation	13,900	14,200	14,200	13,000
	Subtotal - Internal Service Charges	20,568	19,968	19,968	14,200
<u>Capital Outlay</u>					
43100	Equipment	4,101	-	-	2,600
43115	Building Improvements	-	-	-	3,000
	Subtotal - Capital Outlay	4,101	-	-	5,600
	Total Expenditures	\$ 211,414	199,503	197,000	318,418

Account Number	Department-Generated Revenues	FY 2014 Actual	FY 2015 Amended Budget	FY 2015 Estimated Year-End Total	FY 2016 Budget Request
5515	Adult Sports	\$ -	-	-	17,000
55600	Youth Sports	-	-	-	80,000
55615	Wee People Program Fees	204,181	199,255	198,255	232,031
56815	Wee People Donation	5,297	2,000	1,000	975
		\$ 209,478	201,255	199,255	330,006



2015-16

City of Norco
Adopted Budget

Park Maintenance

PARKS, RECREATION and COMMUNITY SERVICES

Parks Maintenance Division 733

The Park Maintenance Division's mission is to maintain, improve and develop City parks and recreation areas that provide residents with facilities in which to enjoy passive and active recreation and to protect our environment and its resources while providing safe and secure spaces to recreate. The Division's goal is to protect, expand, enhance and extend the life of the City's active and open space assets, including 17 parks totaling more than 900 acres of active and passive park land, horse trails and various arenas. It is staff's goal to address the open space and active uses that matter to participants. The Division is a valuable partner and support team to the Recreation, Youth, Building and Animal Control Divisions and takes pride maintaining high expectations and standards for clean, presentable facilities, providing the public recreational experiences in a safe and secure environment. Along with irrigation repair, water management and shrub/tree trimming using current Society of Arboricultural standards, the Division is responsible for park lighting, fencing, walkways, horse trails, playground equipment, tennis courts, the public pool and barn areas at George Ingalls Equestrian Event Center. The Division also manages contracts that provide turf grass management as well as weed and pest control. Park Maintenance Division maintains and administers the contracts for the city-wide Landscape areas within the Maintenance Districts.

City of Norco, California
Park Maintenance Division 733
Budget Summary By Major Categories

<i>Expenditures:</i>	<i>FY 2014 Actual</i>	<i>FY 2015 Amended Budget</i>	<i>FY 2015 Estimated Year-End Total</i>	<i>FY 2016 Budget Request</i>
Salaries and Benefits	\$ 63,684	62,084	57,725	74,756
Employee Related Expenditures	170	3,450	2,863	2,450
Supplies and Services	1,964	1,250	1,196	1,250
Maintenance and Rentals	32,691	26,000	31,185	27,500
Operations and Utilities	60,943	55,000	59,000	55,000
Contractual and Professional Services	340,107	343,294	340,481	345,000
Miscellaneous	-	-	-	-
CRA Programs	-	-	-	-
Internal Service Fund Charges	17,280	17,480	17,480	22,380
Capital Outlay	-	-	-	-
Transfers	-	-	-	-
<i>Total Expenditures</i>	<i>\$ 516,840</i>	<i>508,558</i>	<i>509,930</i>	<i>528,336</i>

<i>Funding Sources:</i>	<i>FY 2014 Actual</i>	<i>FY 2015 Amended Budget</i>	<i>FY 2015 Estimated Year-End Total</i>	<i>FY 2016 Budget Request</i>
General Fund	\$ 516,840	508,558	509,930	528,336
Water Fund	-	-	-	-
Sewer Fund	-	-	-	-
Gas Tax Fund	-	-	-	-
NPDES Storm Drainage Fund	-	-	-	-
Internal Service Fund	-	-	-	-
Redevelopment Funds	-	-	-	-
<i>Total Funding Sources</i>	<i>\$ 516,840</i>	<i>508,558</i>	<i>509,930</i>	<i>528,336</i>

City of Norco, California
Park Maintenance Division 733, General Fund
Budget Detail By Line Item

Account Number Account Description	FY 2014 Actual	FY 2015 Amended Budget	FY 2015 Estimated Year-End Total	FY 2016 Budget Request
<u>Salaries and Benefits</u>				
30100 Salaries, Full Time	\$ 25,585	29,987	27,193	37,995
30105 Salaries, Part Time	12,967	11,468	9,700	11,467
30110 Salaries, Overtime	-	1,000	-	-
30201 PERS Employer UAL	-	-	-	9,784
30200 PERS Retirement	7,030	8,938	8,122	4,673
30205 Employee Group Insurance	8,039	7,945	8,051	7,953
30212 Cell Phone Stipend	275	300	300	300
30215 Medical Savings Account	118	120	120	120
30220 FICA/Medicare Insurance	562	616	535	717
30225 Sick leave buy back	554	560	562	560
30230 Annual Vacation Cash Out	769	900	900	900
30235 Deferred Compensation	340	250	243	287
30245 Workers Compensation	7,446	-	2,000	-
Subtotal - Salaries and Benefits	63,684	62,084	57,725	74,756
<u>Employee Related Expenditures</u>				
30300 Conferences and Meetings	170	2,500	1,900	1,500
30310 Uniforms & Safety Gear	-	700	688	700
30320 Dues, memberships and Subscriptions	-	250	275	250
Subtotal - Employee Related	170	3,450	2,863	2,450
<u>Supplies and Services</u>				
30400 Office Supplies	499	150	120	150
30415 Special Departmental	1,428	900	800	900
30425 Small Tools	37	200	276	200
Subtotal - Supplies and Services	1,964	1,250	1,196	1,250
<u>Maintenance and Rentals</u>				
32105 Equipment Rental	284	500	300	500
32200 Building and ground maintenance	30,240	22,000	25,551	22,000
32352 Veterans Memorial Maintenance	-	-	3,334	2,000
32400 Trail Maintenance	2,168	3,500	2,000	3,000
Subtotal - Maintenance & Rentals	32,691	26,000	31,185	27,500
<u>Operations and Utilities</u>				
33100 Utilities	60,943	55,000	59,000	55,000
Subtotal - Operations & Utilities	60,943	55,000	59,000	55,000
<u>Contractual and Professional Services</u>				
34100 Contractual Services	340,107	343,294	340,481	345,000
Subtotal - Contractual & Professional	340,107	343,294	340,481	345,000

City of Norco, California
Park Maintenance Division 733, General Fund
Budget Detail By Line Item

Account Number Account Description	FY 2014 Actual	FY 2015 Amended Budget	FY 2015 Estimated Year-End Total	FY 2016 Budget Request
<u>Internal Service Fund Charges</u>				
42100 Vehicle Operations and Maintenance	4,000	4,000	4,000	7,300
42105 Vehicle Replacement Charges	2,780	2,780	2,780	5,680
42110 Computing and Comm. Equip Replacement	1,200	1,300	1,300	700
42115 Computing and Communications Operations	9,300	9,400	9,400	8,700
Subtotal - Internal Service Charges	17,280	17,480	17,480	22,380
Total Expenditures	\$ 516,840	508,558	509,930	528,336

Account Number Department-Generated Revenues	FY 2014 Actual	FY 2015 Amended Budget	FY 2015 Estimated Year-End Total	FY 2016 Budget Request
54220 Communication Lease Parks and Rec	\$ -	-	65,000	65,000
56910 Parks & Rec Miscellaneous	-	-	2,918	-
	\$ -	-	67,918	65,000



2015-16

City of Norco
Adopted Budget

Senior Citizens

PARKS, RECREATION and COMMUNITY SERVICES

Senior Citizens Division 735

The objective of the Norco Senior Center is to provide recreational experiences and valuable resources which facilitate the physical, mental, emotional and social health of seniors and to meet the challenges to preserve their independent living. The program strengthens the safety and security of those it serves and strives to foster the development of the older adult. Through its many programs, services and activities which promote health and wellness (including a 1.4 acre award-winning garden), this population has the opportunity to increase their cultural unity and quality of life, all while creating lasting memories.

Special events, a daily nutrition program, a door-to-door transportation program, counseling and referral programs also assist in achieving these important goals in a safe and caring environment. Through intergenerational programming, activities facilitate in community problem solving and give individuals an opportunity to make a positive impact on those they encounter.

This Division creates partnerships with many agencies including but not limited to Riverside Community College, Riverside Office on Aging, Riverside County Transportation Commission and Corona Regional Medical Center to take advantage of the resources available to those in need.

This Division also strengthens community image and sense of place through the Party Partners program, a therapeutic program for developmentally challenged adults. Party Partners provides a recreational opportunity for a unique group of individuals within the city and surrounding communities. This rewarding program promotes a sense of belonging, encourages everlasting friendships and creates lifelong memories.

City of Norco, California
Senior Citizens Division 735
Budget Summary By Major Categories

Expenditures:	FY 2014 Actual	FY 2015 Amended Budget	FY 2015 Estimated Year-End Total	FY 2016 Budget Request
Salaries and Benefits	\$ 121,622	137,449	137,075	152,526
Employee Related Expenditures	409	3,082	557	3,082
Supplies and Services	11,842	18,280	16,532	9,280
Maintenance and Rentals	5,430	6,000	5,548	6,000
Operations and Utilities	17,935	17,805	17,355	17,491
Contractual and Professional Services	14,212	12,380	14,524	14,852
Miscellaneous	4,800	4,800	4,800	4,800
CRA Programs	-	-	-	-
Internal Service Fund Charges	28,405	28,805	28,805	20,200
Capital Outlay	-	-	-	-
Transfers	-	-	-	-
Total Expenditures	\$ 204,656	228,601	225,196	228,231

Funding Sources:	FY 2014 Actual	FY 2015 Amended Budget	FY 2015 Estimated Year-End Total	FY 2016 Budget Request
General Fund	\$ 144,685	167,983	165,195	167,866
Water Fund	-	-	-	-
Sewer Fund	-	-	-	-
Gas Tax Fund	-	-	-	-
NPDES Storm Drainage Fund	-	-	-	-
Internal Service Fund	-	-	-	-
Miscellaneous Grants	59,971	60,618	60,000	60,365
Total Funding Sources	\$ 204,656	228,601	225,196	228,231

City of Norco, California
Senior Citizens Division 735, General Fund
Budget Detail By Line Item

Account Number Account Description	FY 2014 Actual	FY 2015 Amended Budget	FY 2015 Estimated Year-End Total	FY 2016 Budget Request
<u>Salaries and Benefits</u>				
30100 Salaries, Full Time	\$ 15,483	15,708	15,705	45,784
30105 Salaries, Part Time	34,260	47,898	47,499	12,280
30110 Salaries, Overtime	56	-	-	-
30201 PERS Employer UAL	-	-	-	11,789
30200 PERS Retirement	4,272	4,682	4,691	5,630
30205 Employee Group Insurance	2,795	2,807	2,344	7,321
30215 Medical Savings Account	36	36	36	156
30220 FICA/Medicare Insurance	691	922	916	842
30225 Sick leave buy back	1,029	1,030	845	1,300
30230 Annual Vacation Cash Out	860	600	873	900
30235 Deferred Compensation	789	1,197	1,187	307
30245 Workers Compensation	146	-	-	-
Subtotal - Salaries and Benefits	60,416	74,880	74,097	86,310
<u>Employee Related Expenditures</u>				
30300 Conferences and Meetings	164	2,625	100	2,625
30310 Uniforms & Safety Gear	-	282	282	282
30320 Dues, Memberships and Subscriptions	245	175	175	175
Subtotal - Employee Related	409	3,082	557	3,082
<u>Supplies and Services</u>				
30400 Office Supplies	728	1,110	606	1,110
30415 Special Departmental	982	3,670	2,506	3,670
30480 Sr. Special Events	2,065	2,000	1,920	2,000
30490 Party Partners	8,067	11,500	11,500	2,500
Subtotal - Supplies and Services	11,842	18,280	16,532	9,280
<u>Maintenance and Rentals</u>				
32200 Building and ground maintenance	5,430	6,000	5,548	6,000
Subtotal - Maintenance & Rentals	5,430	6,000	5,548	6,000
<u>Operations and Utilities</u>				
33100 Utilities	7,742	8,285	8,737	9,281
Subtotal - Operations & Utilities	7,742	8,285	8,737	9,281
<u>Contractual and Professional Services</u>				
34100 Contractual Services	14,212	12,380	14,524	14,852
Subtotal - Contractual & Professional	14,212	12,380	14,524	14,852

City of Norco, California
Senior Citizens Division 735, General Fund
Budget Detail By Line Item

Account Number	Account Description	FY 2014 Actual	FY 2015 Amended Budget	FY 2015 Estimated Year-End Total	FY 2016 Budget Request
<u>Internal Service Fund Charges</u>					
42100	Vehicle Operations and Maintenance	-	-	-	1,500
42105	Vehicle Replacement Charges	7,705	7,705	7,705	-
42110	Computing and Comm. Equip Replacement	1,800	1,900	1,900	1,200
42115	Computing and Communications Operations	4,234	4,318	4,318	5,278
	Subtotal - Internal Service Charges	13,739	13,923	13,923	7,978
	Total Expenditures	\$ 113,791	136,830	133,918	136,783

Account Number	Department-Generated Revenues	FY 2014 Actual	FY 2015 Amended Budget	FY 2015 Estimated Year-End Total	FY 2016 Budget Request
53535	City of Corona	\$ 12,232	20,000	20,000	-
55625	Senior Citizens Excursion Fees	119	1,016	1,016	1,070
56800	Party Partners	1,384	1,000	2,810	2,500
56810	Senior Special Events	2,065	2,000	924	2,000
59225	CDBG	42,004	12,069	12,069	12,069
		\$ 57,803	36,085	36,819	17,639

City of Norco, California
Senior Citizens Division - RCTC 735A, General Fund
Budget Detail By Line Item

Account Number	Account Description	FY 2014 Actual	FY 2015 Amended Budget	FY 2015 Estimated Year-End Total	FY 2016 Budget Request
<u>Salaries and Benefits</u>					
30100	Salaries, Full Time	\$ 11,747	11,828	11,825	13,462
30201	PERS Employer UAL	-	-	-	3,466
30200	PERS Retirement	3,186	3,525	3,532	1,656
30205	Employee Group Insurance	2,615	2,457	2,577	2,697
30215	Medical Savings Account	12	12	12	24
30220	FICA/Medicare Insurance	176	171	171	195
	Subtotal - Salaries and Benefits	17,736	17,993	18,117	21,500
<u>Operations and Utilities</u>					
33100	Utilities	5,714	5,500	5,500	3,583
	Subtotal - Operations & Utilities	5,714	5,500	5,500	3,583
<u>Internal Service Fund Charges</u>					
42100	Vehicle Operations and Maintenance	-	-	-	1,000
42115	Computing and Communications Operations	7,444	7,660	7,660	5,000
	Subtotal - Internal Service Charges	7,444	7,660	7,660	6,000
	Total Expenditures	\$ 30,894	31,153	31,277	31,083

City of Norco, California
Senior Citizens Division 735A, Fund 122
Budget Detail By Line Item

Account Number	Account Description	FY 2014 Actual	FY 2015 Amended Budget	FY 2015 Estimated Year-End Total	FY 2016 Budget Request
<u>Salaries and Benefits</u>					
30100	Salaries, Full Time	\$ 29,308	29,896	29,890	28,144
30201	PERS Employer UAL	-	-	-	7,247
30200	PERS Retirement	8,032	8,911	8,926	3,461
30205	Employee Group Insurance	5,620	5,264	5,539	5,395
30215	Medical Savings Account	72	72	72	60
30220	FICA/Medicare Insurance	438	433	433	408
	Subtotal - Salaries and Benefits	43,470	44,576	44,860	44,716
<u>Operations and Utilities</u>					
33100	Utilities	4,479	4,020	3,118	4,627
	Subtotal - Operations & Utilities	4,479	4,020	3,118	4,627
<u>Miscellaneous</u>					
35150	Administrative Overhead	4,800	4,800	4,800	4,800
	Subtotal - Miscellaneous	4,800	4,800	4,800	4,800
<u>Internal Service Fund Charges</u>					
42100	Vehicle Operations and Maintenance	5,000	5,000	5,000	3,500
42115	Computing and Communications Operations	2,222	2,222	2,222	2,722
	Subtotal - Internal Service Charges	7,222	7,222	7,222	6,222
	Total Expenditures	\$ 59,971	60,618	60,000	60,365

Account Number	Department-Generated Revenues	FY 2014 Actual	FY 2015 Amended Budget	FY 2015 Estimated Year-End Total	FY 2016 Budget Request
53500	RCTC Grant	\$ 59,971	60,618	60,000	60,000



2015-16

City of Norco
Adopted Budget

Public Building Maintenance

PARKS, RECREATION and COMMUNITY SERVICES
Public Buildings and Facilities Maintenance Division 737

This Division is the key component to strengthen community image and sense of place. It is responsible in upkeep and maintenance of all public buildings, and facilities. This division creates a safe and secure environment for the public to utilize. This Division is responsible for maintenance and operations, capital outlay and improvements of facilities as well as scheduling events at the George Ingalls Equestrian Event Center which includes Pikes Peak Park. The Division is a partner and support team to the Recreation, Youth, Parks, Rose Eldridge Senior Center and Animal Control Divisions and takes pride maintaining high expectations and standards for clean, presentable and safe facilities in which the public can enjoy recreational experiences. Public facilities include Norco City Hall, Rose Eldridge Senior Center, Norco Library, Community Center, Fire Stations, George Ingalls Equestrian Event Center, Sheriff Station, Scout House/Youth Center, Nellie Weaver Hall, park restrooms, snack bars, Riley Gym, and Animal Control offices.

**City of Norco, California
Building Maintenance Division 737
Budget Summary By Major Categories**

Expenditures:	FY 2014 Actual	FY 2015 Amended Budget	FY 2015 Estimated Year-End Total	FY 2016 Budget Request
Salaries and Benefits	\$ 229,920	237,176	244,556	280,029
Employee Related Expenditures	7,660	3,300	3,270	3,400
Supplies and Services	2,512	2,500	2,407	2,400
Maintenance and Rentals	38,486	30,000	29,800	30,200
Operations and Utilities	146,409	141,800	146,000	141,800
Contractual and Professional Services	210,536	211,890	236,203	211,005
Miscellaneous	-	-	-	-
CRA Programs	-	-	-	-
Internal Service Fund Charges	76,155	75,348	75,348	85,849
Capital Outlay	8,521	-	-	-
Transfers	-	-	-	-
Total Expenditures	\$ 720,198	702,014	737,584	754,683

Funding Sources:	FY 2014 Actual	FY 2015 Amended Budget	FY 2015 Estimated Year-End Total	FY 2016 Budget Request
General Fund	\$ 720,198	\$ 702,014	\$ 737,584	\$ 754,683
Water Fund	-	-	-	-
Sewer Fund	-	-	-	-
Gas Tax Fund	-	-	-	-
NPDES Storm Drainage Fund	-	-	-	-
Internal Service Fund	-	-	-	-
Redevelopment Funds	-	-	-	-
Total Funding Sources	\$ 720,198	702,014	737,584	754,683

City of Norco, California
Building Maintenance Division 737, General Fund
Budget Detail By Line Item

Account Number Account Description	FY 2014 Actual	FY 2015 Amended Budget	FY 2015 Estimated Year-End Total	FY 2016 Budget Request
<u>Salaries and Benefits</u>				
30100 Salaries, Full Time	\$ 114,675	117,193	116,180	130,347
30105 Salaries, Part Time	43,220	55,370	53,515	59,218
30110 Salaries, Overtime	2,521	1,000	3,200	1,423
30201 PERS Employer UAL	-	-	-	33,564
30200 PERS Retirement	31,445	25,994	34,764	16,030
30205 Employee Group Insurance	28,945	28,059	27,557	29,237
30212 Cell Phone Stipend	300	300	300	300
30215 Medical Savings Account	369	360	360	360
30220 FICA/Medicare Insurance	2,417	2,516	2,507	2,769
30225 Sick leave buy back	1,394	2,000	2,327	2,300
30230 Annual Vacation Cash Out	3,233	3,000	2,508	3,000
30235 Deferred Compensation	1,043	1,384	1,338	1,480
30245 Workers Compensation	359	-	-	-
Subtotal - Salaries and Benefits	229,920	237,176	244,556	280,029
<u>Employee Related Expenditures</u>				
30300 Conferences and Meetings	5,739	1,000	1,000	1,000
30310 Uniforms & Safety Gear	1,556	1,600	1,590	1,600
30320 Dues, memberships and Subscriptions	365	700	680	800
Subtotal - Employee Related	7,660	3,300	3,270	3,400
<u>Supplies and Services</u>				
30400 Office Supplies	1,500	1,500	1,475	1,400
30415 Special Departmental	676	500	532	500
30425 Small Tools	336	500	400	500
Subtotal - Supplies and Services	2,512	2,500	2,407	2,400
<u>Maintenance and Rentals</u>				
32105 Equipment Rental	215	400	200	200
32200 Building and ground maintenance	38,270	29,600	29,600	30,000
Subtotal - Maintenance & Rentals	38,486	30,000	29,800	30,200
<u>Operations and Utilities</u>				
33100 Utilities	146,409	141,800	146,000	141,800
Subtotal - Operations & Utilities	146,409	141,800	146,000	141,800
<u>Contractual and Professional Services</u>				
34100 Contractual Services	210,536	211,890	236,203	211,005
Subtotal - Contractual & Professional	210,536	211,890	236,203	211,005

City of Norco, California
Building Maintenance Division 737, General Fund
Budget Detail By Line Item

Account Number	Account Description	FY 2014 Actual	FY 2015 Amended Budget	FY 2015 Estimated Year-End Total	FY 2016 Budget Request
<u>Internal Service Fund Charges</u>					
42100	Vehicle Operations and Maintenance	39,000	27,000	27,000	37,000
42105	Vehicle Replacement Charges	26,655	37,648	37,648	39,249
42110	Computing and Comm. Equip Replacement	1,200	1,300	1,300	900
42115	Computing and Communications Operations	9,300	9,400	9,400	8,700
	Subtotal - Internal Service Charges	76,155	75,348	75,348	85,849
<u>Capital Outlay</u>					
43100	Equipment	8,521	-	-	-
	Subtotal - Capital Outlay	8,521	-	-	-
	Total Expenditures	\$ 720,198	702,014	737,584	754,683

Account Number	Department-Generated Revenues	FY 2014 Actual	FY 2015 Amended Budget	FY 2015 Estimated Year-End Total	FY 2016 Budget Request
54215	Library Lease	\$ 34,393	33,479	33,479	33,479
56400	Ingalls Park North	37,796	35,000	35,000	35,000
56405	Ingalls Park South	60,414	69,800	69,800	73,000
56420	Bleacher Rental	9,450	6,222	6,222	9,300
56422	Rental Services	49,505	39,700	39,700	45,000
56423	Rental Facility Insurance	3,879	3,800	3,800	4,000
56424	Fire Station Community Room	1,258	1,751	1,475	1,475
56445	Security Guard Services	7,548	7,400	7,400	7,500
56450	Cleaning Fee	6,056	6,500	6,500	6,550
56455	Cleaning Fee - Restrooms	2,242	970	970	1,500
56902	Parks & Rec After Hours	1,264	1,627	2,000	1,500
56905	Banner Installation	2,940	1,960	1,960	1,960
		\$ 216,745	208,209	208,306	220,264



2015-16

City of Norco
Adopted Budget

Animal Control

PARKS, RECREATION and COMMUNITY SERVICES

Animal Control Division 765

Creating a responsible community which understands the care and protected treatment of animals is a vital part of the Animal Control Division in this unique animal-keeping and equestrian City. This Division is dedicated to foster the development of animals in a safe and secure environment. By abiding by State and Local ordinances and laws pertaining to animal keeping, the Division ensures the health and wellness for animals throughout the community as well as investigates and prosecutes animal abuse cases. The animal shelter cares for more than 2,000 impounded animals each year, takes pride in its success to process the adoption of dogs and cats at the highest rate for an Animal Control facility in Southern California and ultimately facilitates community problem solving. Animal Control staff assists with the rehabilitation and subsequent release of injured wild animals and birds, and provides emergency rescue assistance, all strengthening community image and sense of place.

**City of Norco, California
Animal Control Division 765
Budget Summary By Major Categories**

Expenditures:	FY 2014 Actual	FY 2015 Amended Budget	FY 2015 Estimated Year-End Total	FY 2016 Budget Request
Salaries and Benefits	\$ 355,065	410,824	404,606	413,861
Employee Related Expenditures	2,589	2,820	2,749	3,220
Supplies and Services	39,376	38,780	36,848	39,048
Maintenance and Rentals	14,110	14,000	14,674	15,000
Operations and Utilities	17,015	16,895	17,792	17,800
Contractual and Professional Services	49,285	44,000	44,000	46,000
Miscellaneous	-	-	-	-
CRA Programs	-	-	-	-
Internal Service Fund Charges	53,724	64,658	64,658	61,034
Capital Outlay	5,393	-	-	-
Transfers	-	-	-	-
Total Expenditures	\$ 536,557	591,977	585,327	595,963

Funding Sources:	FY 2014 Actual	FY 2015 Amended Budget	FY 2015 Estimated Year-End Total	FY 2016 Budget Request
General Fund	\$ 536,557	591,977	585,327	595,963
Water Fund	-	-	-	-
Sewer Fund	-	-	-	-
Gas Tax Fund	-	-	-	-
NPDES Storm Drainage Fund	-	-	-	-
Internal Service Fund	-	-	-	-
Redevelopment Funds	-	-	-	-
Total Funding Sources	\$ 536,557	591,977	585,327	595,963

City of Norco, California
Animal Control Division 765, General Fund
Budget Detail By Line Item

Account			FY 2015	FY 2015	FY 2016
Number	Account Description	FY 2014	Amended	Estimated	Budget
		Actual	Budget	Year-End	Request
				Total	
<u>Salaries and Benefits</u>					
30100	Salaries, Full Time	\$ 137,969	165,175	142,206	170,944
30105	Salaries, Part Time	86,951	62,150	62,150	97,100
30110	Salaries, Overtime	23,876	25,000	26,634	18,201
30106	Salaries, Part Time (32 hour)	13,517	50,160	56,726	25,200
30201	PERS Employer UAL	-	-	-	32,982
30200	PERS Retirement	43,472	55,260	45,834	17,383
30205	Employee Group Insurance	38,653	43,899	34,862	41,267
30215	Medical Savings Account	237	240	240	240
30220	FICA/Medicare Insurance	3,745	4,386	4,172	4,516
30225	Sick leave buy back	1,229	1,500	2,098	2,100
30230	Annual Vacation Cash Out	1,707	1,500	1,100	1,500
30235	Deferred Compensation	1,089	1,554	1,554	2,428
30245	Workers Compensation	2,621	-	27,030	-
	Subtotal - Salaries and Benefits	355,065	410,824	404,606	413,861
<u>Employee Related Expenditures</u>					
30300	Conferences and Meetings	304	1,300	829	900
30310	Uniforms & Safety Gear	2,285	1,200	1,600	2,000
30320	Dues, Memberships and Subscriptions	-	320	320	320
	Subtotal - Employee Related	2,589	2,820	2,749	3,220
<u>Supplies and Services</u>					
30400	Office Supplies	5,248	5,700	5,500	5,700
30415	Special Departmental	29,819	29,000	27,000	29,000
30425	Small Tools	4,309	200	200	200
30435	Software Expense	-	3,880	4,148	4,148
	Subtotal - Supplies and Services	39,376	38,780	36,848	39,048
<u>Maintenance and Rentals</u>					
32200	Building and ground maintenance	14,110	14,000	14,674	15,000
	Subtotal - Maintenance & Rentals	14,110	14,000	14,674	15,000
<u>Operations and Utilities</u>					
33100	Utilities	17,015	16,895	17,792	17,800
	Subtotal - Operations & Utilities	17,015	16,895	17,792	17,800
<u>Contractual and Professional Services</u>					
34100	Contractual Services	23,225	22,000	22,000	24,000
34160	Spay & Neuter	26,060	22,000	22,000	22,000
	Subtotal - Contractual & Professional	49,285	44,000	44,000	46,000

City of Norco, California
Animal Control Division 765, General Fund
Budget Detail By Line Item

Account Number	Account Description	FY 2014 Actual	FY 2015 Amended Budget	FY 2015	FY 2016
				Estimated Year-End Total	Budget Request
<u>Internal Service Fund Charges</u>					
42100	Vehicle Operations and Maintenance	15,000	15,000	15,000	15,000
42105	Vehicle Replacement Charges	7,224	17,558	17,558	17,734
42110	Computing and Comm. Equip Replacement	3,700	3,800	3,800	2,300
42115	Computing and Communications Operations	27,800	28,300	28,300	26,000
	Subtotal - Internal Service Charges	53,724	64,658	64,658	61,034
<u>Capital Outlay</u>					
43100	Equipment	5,393	-	-	-
	Subtotal - Capital Outlay	5,393	-	-	-
	Total Expenditures	\$ 536,557	591,977	585,327	595,963

Account Number	Department-Generated Revenues	FY 2014 Actual	FY 2015 Amended Budget	FY 2015	FY 2016
				Estimated Year-End Total	Budget Request
54110	Citation Fees	\$ 2,028	-	13,000	11,000
56900	AC After Hr Call Reimb	1,823	1,400	1,300	1,400
57305	Impound Fees	10,344	8,100	8,200	9,000
57310	Adoption Fees	14,475	12,000	12,000	10,000
57315	Spay & Neuter Services	25,880	22,000	22,000	22,000
57320	Animal Donation(water bill)	9,064	10,000	9,800	9,000
57325	Dog License	98,555	105,269	101,538	105,269
57335	Poultry License Fee	43	-	-	-
57340	Miscellaneous Animal Control Fees	10,074	4,800	8,000	7,000
57345	AC Software Maintenance Fee	10,770	7,800	9,000	7,900
57620	Animal Adoption (State Reimbursements)	-	14,075	14,730	14,000
	Total Revenues	\$ 183,055	185,444	199,568	196,569



2015-16

City of Norco
Adopted Budget

Community Development
Block Grant (CDBG)

City of Norco, California
Community Development Block Grant Division 915
Budget Summary By Major Categories

<i>Expenditures:</i>	<i>FY 2014 Actual</i>	<i>FY 2015 Amended Budget</i>	<i>FY 2015 Estimated Year-End Total</i>	<i>FY 2016 Budget Request</i>
Salaries and Benefits	\$ -	-	-	-
Employee Related Expenditures	-	-	-	-
Supplies and Services	-	-	-	-
Maintenance and Rentals	-	-	-	-
Operations and Utilities	-	-	-	-
Contractual and Professional Services	-	-	-	-
Miscellaneous	-	-	-	-
CRA Programs	-	-	-	-
Internal Service Fund Charges	-	-	-	-
Capital Outlay	70,300	137,497	-	137,497
Transfers	12,004	12,069	12,069	12,000
<i>Total Expenditures</i>	<i>\$ 82,304</i>	<i>149,566</i>	<i>12,069</i>	<i>149,497</i>

<i>Funding Sources:</i>	<i>FY 2014 Actual</i>	<i>FY 2015 Amended Budget</i>	<i>FY 2015 Estimated Year-End Total</i>	<i>FY 2016 Budget Request</i>
General Fund	\$ -	-	-	-
Water Fund	-	-	-	-
Sewer Fund	-	-	-	-
Gas Tax Fund	-	-	-	-
NPDES Storm Drainage Fund	-	-	-	-
Internal Service Fund	-	-	-	-
Grants	82,304	149,566	12,069	149,497
<i>Total Funding Sources</i>	<i>\$ 82,304</i>	<i>149,566</i>	<i>12,069</i>	<i>149,497</i>

City of Norco, California
Community Development Block Grant Division 915, Fund 123
Budget Detail By Line Item

Account Number	Account Description	FY 2014 Actual	FY 2015 Amended Budget	FY 2015 Estimated Year-End Total	FY 2016 Budget Request
<u>Capital Outlay</u>					
43115	Building Improvements	\$ -	137,497	-	137,497
43130	Land Improvements	70,300	-	-	-
	Subtotal - Capital Outlay	70,300	137,497	-	137,497
<u>Transfers</u>					
44100	Transfers	12,004	12,069	12,069	12,000
	Subtotal - Transfers	12,004	12,069	12,069	12,000
	Total Expenditures	\$ 82,304	149,566	12,069	149,497



2015-16

City of Norco
Adopted Budget

Special Events

City of Norco, California
Special Events, Department 720
Budget Summary By Major Categories

<i>Expenditures:</i>	<i>FY 2014 Actual</i>	<i>FY 2015 Amended Budget</i>	<i>FY 2015 Estimated Year-End Total</i>	<i>FY 2016 Budget Request</i>
Salaries and Benefits	5,058	14,140	12,462	11,659
Employee Related Expenditures	-	-	-	-
Supplies and Services	3,378	7,861	4,548	7,599
Maintenance and Rentals	-	2,131	600	2,131
Operations and Utilities	-	-	-	-
Contractual and Professional Services	41,677	63,240	48,812	42,815
Miscellaneous	-	-	-	-
CRA Programs	-	-	-	-
Internal Service Fund Charges	458	-	-	-
Capital Outlay	-	-	-	-
Transfers	-	-	-	-
<i>Total Expenditures</i>	50,569	87,372	66,422	64,204

<i>Funding Sources:</i>	<i>FY 2014 Actual</i>	<i>FY 2015 Amended Budget</i>	<i>FY 2015 Estimated Year-End Total</i>	<i>FY 2016 Budget Request</i>
General Fund	50,569	87,372	66,422	64,204
Water Fund	-	-	-	-
Sewer Fund	-	-	-	-
Gas Tax Fund	-	-	-	-
NPDES Storm Drainage Fund	-	-	-	-
Internal Service Fund	-	-	-	-
Miscellaneous Grants	-	-	-	-
<i>Total Funding Sources</i>	50,569	87,372	66,422	64,204

City of Norco, California
Parade of Lights Division 720.15, General Fund
Budget Detail By Line Item

Account Number	Account Description	FY 2014 Actual	FY 2015 Amended Budget	FY 2015 Estimated Year-End Total	FY 2016 Budget Request
<u>Salaries and Benefits</u>					
30100	Salaries, Full Time	\$ 171	-	57	-
30105	Salaries, Part Time	1,609	1,506	2,094	1,506
30110	Salaries, Overtime	1,937	2,003	2,346	2,003
30106	Salaries, Part Time (32 hour)	-	-	274	-
30220	FICA/Medicare Insurance	23	51	-	51
30235	Deferred Compensation	39	38	-	38
	Subtotal - Salaries and Benefits	3,779	3,598	4,771	3,598
<u>Supplies and Services</u>					
30400	Office Supplies	26	-	46	-
30415	Special Departmental	1,616	3,530	393	3,530
30440	Advertising and Promotion	-	200	-	200
	Subtotal - Supplies and Services	1,643	3,730	439	3,730
<u>Maintenance and Rentals</u>					
32105	Equipment Rental	-	289	-	289
	Subtotal - Maintenance & Rentals	-	289	-	289
<u>Contractual and Professional Services</u>					
34100	Contractual Services	14,814	-	18,863	-
34150	Special Events	-	19,021	3,667	19,021
	Subtotal - Contractual & Professional	14,814	19,021	22,530	19,021
<u>Internal Service Fund Charges</u>					
42100	Vehicle Operations and Maintenance	458	-	-	-
	Subtotal - Internal Service Charges	458	-	-	-
	Total Expenditures	\$ 20,693	26,638	27,740	26,638

City of Norco, California
Horseweek Division 720.20, General Fund
Budget Detail By Line Item

Account Number	Account Description	FY 2014 Actual	FY 2015 Amended Budget	FY 2015 Estimated Year-End Total	FY 2016 Budget Request
<u>Salaries and Benefits</u>					
30100	Salaries, Full Time	\$ -	1,623	-	-
30105	Salaries, Part Time	-	-	1,600	3,423
30110	Salaries, Overtime	-	3,033	3,000	1,232
30200	PERS Retirement	-	484	-	-
30220	FICA/Medicare Insurance	-	68	67	68
	Subtotal - Salaries and Benefits	-	5,208	4,782	4,724
<u>Supplies and Services</u>					
30415	Special Departmental	-	1,906	600	2,394
	Subtotal - Supplies and Services	-	1,906	600	2,394
<u>Maintenance and Rentals</u>					
32105	Equipment Rental	-	1,842	600	1,842
	Subtotal - Maintenance & Rentals	-	1,842	600	1,842
	Total Expenditures	\$ -	8,956	5,982	8,960

City of Norco, California
Day of the Cowboy Division 720.25, General Fund
Budget Detail By Line Item

Account Number	Account Description	FY 2014 Actual	FY 2015 Amended Budget	FY 2015 Estimated Year-End Total	FY 2016 Budget Request
<u>Salaries and Benefits</u>					
30100	Salaries, Full Time	\$ -	203	-	-
30105	Salaries, Part Time	379	627	405	830
30106	Salaries, Part Time (32 hour)	-	-	203	-
30200	PERS Retirement	-	61	-	-
30220	FICA/Medicare Insurance	-	12	-	12
30235	Deferred Compensation	-	16	-	21
	Subtotal - Salaries and Benefits	379	919	608	863
<u>Supplies and Services</u>					
30400	Office Supplies	-	-	128	-
30415	Special Departmental	-	-	1,783	-
	Subtotal - Supplies and Services	-	-	1,911	-
<u>Contractual and Professional Services</u>					
34100	Contractual Services	2,681	-	3,436	-
34150	Special Events	5,804	7,697	-	14,497
	Subtotal - Contractual & Professional	8,486	7,697	3,436	14,497
	Total Expenditures	\$ 8,865	8,616	5,955	15,360

Account Number	Department-Generated Revenues	FY 2014 Actual	FY 2015 Amended Budget	FY 2015 Estimated Year-End Total	FY 2016 Budget Request
56625	Day of the Cowboy	\$ 7,567	4,421	4,242	9,356

City of Norco, California
Rose Elridge Division 720.30, General Fund
Budget Detail By Line Item

Account Number	Account Description	FY 2014 Actual	FY 2015 Amended Budget	FY 2015 Estimated Year-End Total	FY 2016 Budget Request
<u>Supplies and Services</u>					
30400	Office Supplies	\$ -	-	-	25
	Subtotal - Supplies and Services	-	-	-	25
<u>Contractual and Professional Services</u>					
34150	Special Events	-	-	329	147
	Subtotal - Contractual & Professional	-	-	329	147
	Total Expenditures	\$ -	-	329	172

City of Norco, California
Concerts in the Park Division 720.35, General Fund
Budget Detail By Line Item

Account Number	Account Description	FY 2014 Actual	FY 2015 Amended Budget	FY 2015 Estimated Year-End Total	FY 2016 Budget Request
<u>Salaries and Benefits</u>					
30105	Salaries, Part Time	\$ 55	675	400	675
30220	FICA/Medicare Insurance	-	10	6	10
30235	Deferred Compensation	-	17	10	17
	Subtotal - Salaries and Benefits	55	702	416	702
<u>Supplies and Services</u>					
30400	Office Supplies	13	-	-	-
30415	Special Departmental	137	-	-	-
	Subtotal - Supplies and Services	151	-	-	-
<u>Contractual and Professional Services</u>					
34100	Contractual Services	6,232	-	6,000	-
34150	Special Events	-	8,000	-	8,000
	Subtotal - Contractual & Professional	6,232	8,000	6,000	8,000
	Total Expenditures	6,438	8,702	6,416	8,702

City of Norco, California
July Fourth Division 720.40, General Fund
Budget Detail By Line Item

Account Number	Account Description	FY 2014 Actual	FY 2015 Amended Budget	FY 2015 Estimated Year-End Total	FY 2016 Budget Request
<u>Salaries and Benefits</u>					
30100	Salaries, Full Time	\$ -	203	-	-
30105	Salaries, Part Time	90	1,101	1,329	1,234
30110	Salaries, Overtime	-	101	-	-
30106	Salaries, Part Time (32 hour)	-	-	120	-
30200	PERS Retirement	-	61	-	-
30220	FICA/Medicare Insurance	-	20	-	18
30235	Deferred Compensation	-	28	-	31
	Subtotal - Salaries and Benefits	90	1,514	1,449	1,283
<u>Supplies and Services</u>					
30400	Office Supplies	46	-	127	-
30415	Special Departmental	411	-	566	-
30440	Advertising and Promotion	20	200	-	100
	Subtotal - Supplies and Services	477	200	693	100
<u>Contractual and Professional Services</u>					
34100	Contractual Services	11,484	-	4,796	-
34150	Special Events	-	16,850	-	1,150
	Subtotal - Contractual & Professional	11,484	16,850	4,796	1,150
	Total Expenditures	\$ 12,051	18,564	6,938	2,533

City of Norco, California
Breakfast with Santa Division 720.45, General Fund
Budget Detail By Line Item

Account Number	Account Description	FY 2014 Actual	FY 2015 Amended Budget	FY 2015 Estimated Year-End Total	FY 2016 Budget Request
<u>Salaries and Benefits</u>					
30105	Salaries, Part Time	\$ 345	345	241	345
30110	Salaries, Overtime	-	-	79	-
30220	FICA/Medicare Insurance	5	5	5	5
30235	Deferred Compensation	27	9	-	9
	Subtotal - Salaries and Benefits	377	359	325	359
<u>Supplies and Services</u>					
30415	Special Departmental	301	650	230	650
	Subtotal - Supplies and Services	301	650	230	650
	Total Expenditures	\$ 679	1,009	555	1,009

City of Norco, California
Egg Hunt Division 720.60, General Fund
Budget Detail By Line Item

Account Number	Account Description	FY 2014 Actual	FY 2015 Amended Budget	FY 2015 Estimated Year-End Total	FY 2016 Budget Request
<u>Salaries and Benefits</u>					
30105	Salaries, Part Time	\$ 377	107	107	125
30220	FICA/Medicare Insurance	-	2	2	2
30235	Deferred Compensation	-	3	3	3
	Subtotal - Salaries and Benefits	377	112	112	130
<u>Supplies and Services</u>					
30415	Special Departmental	536	675	675	700
	Subtotal - Supplies and Services	536	675	675	700
	Total Expenditures	\$ 913	787	787	830

City of Norco, California
City's 50th Birthday Division 720.90, General Fund
Budget Detail By Line Item

Account Number	Account Description	FY 2014 Actual	FY 2015 Amended Budget	FY 2015 Estimated Year-End Total	FY 2016 Budget Request
<u>Salaries and Benefits</u>					
30105	Salaries, Part Time	\$ -	1,464	-	-
30110	Salaries, Overtime	-	198	-	-
30220	FICA/Medicare Insurance	-	24	-	-
30235	Deferred Compensation	-	42	-	-
	Subtotal - Salaries and Benefits	-	1,728	-	-
<u>Supplies and Services</u>					
30415	Special Departmental	270	-	-	-
30440	Advertising and Promotion	-	700	-	-
	Subtotal - Supplies and Services	270	700	-	-
<u>Contractual and Professional Services</u>					
34100	Contractual Services	661	-	-	-
34150	Special Events	-	11,672	11,721	-
	Subtotal - Contractual & Professional	661	11,672	11,721	-
	Total Expenditures	\$ 931	14,100	11,721	-



2015-16

City of Norco
Adopted Budget

Public Works

PUBLIC WORKS DEPARTMENT

The Director of Public Works manages the Engineering, Water, Sewer, Storm Drain, Parkway Maintenance, and Building & Safety Divisions. The Department is responsible for all capital improvement design, review, construction and inspection, and maintenance activities within the public right-of-way and transportation corridors. This Department is also responsible for production and distribution of potable water supply, collection/transmission of wastewater to the regional treatment plant, construction/maintenance of storm drain pipelines connecting to larger backbone facilities and the installation/maintenance of the equestrian trail system in the City.

**City of Norco, California
Public Works Department
Budget Summary By Major Categories**

<u>Expenditures:</u>	<u>FY 2014 Actual</u>	<u>FY 2015 Amended Budget</u>	<u>FY 2015 Estimated Year-End Total</u>	<u>FY 2016 Budget Request</u>
Salaries and Benefits	\$ 1,484,088	1,819,489	1,648,057	1,883,188
Employee Related Expenditures	17,611	21,950	15,900	25,310
Supplies and Services	260,513	295,750	294,175	290,800
Maintenance and Rentals	317,903	258,310	257,000	277,620
Operations and Utilities	5,769,405	6,000,020	5,660,307	6,268,400
Contractual and Professional Services	2,208,842	2,567,131	2,365,429	3,015,328
Miscellaneous	562,216	562,216	562,216	562,216
Debt Service	1,974,336	2,862,816	2,862,816	3,224,316
CRA Programs	-	-	-	-
Internal Service Fund Charges	418,601	356,346	337,346	372,784
Capital Outlay	-	40,500	17,500	50,000
Transfers Out	811,529	804,446	804,446	804,446
Total Expenditures	\$ 13,825,045	15,588,974	14,825,192	16,774,408

<u>Funding Sources:</u>	<u>FY 2014 Actual</u>	<u>FY 2015 Amended Budget</u>	<u>FY 2015 Estimated Year-End Total</u>	<u>FY 2016 Budget Request</u>
General Fund	\$ 548,357	513,970	493,486	541,565
Water Fund	8,599,943	9,323,717	8,874,383	9,672,967
Sewer Fund	3,997,167	4,933,271	4,648,300	5,667,475
Gas Tax Fund	572,739	698,271	698,092	733,711
NPDES Storm Drainage Fund	106,838	119,745	110,931	158,690
Internal Service Fund	-	-	-	-
Redevelopment Funds	-	-	-	-
Total Funding Sources	\$ 13,825,045	15,588,974	14,825,192	16,774,408



2015-16

City of Norco
Adopted Budget

Building & Safety

PUBLIC WORKS DEPARTMENT

Building & Safety Division 752

The Building and Safety Division operates under the direction of the Director of Public Works with three staff members and a contracted Building Official responsible for the administration of the health and safety related codes from the California Building Code. The primary purpose of the Building and Safety Division is to insure the safety of citizens in the built environment. To ensure this safety, the Building Division monitors new and remodel construction providing plan check services, permitting services, construction inspections, final building inspections, and certificate of occupancy inspections. The Building Division coordinates the review of building plans with the Fire and Sheriffs Departments, and with the City Engineering and Planning Divisions, as well as with County and State agencies as necessary when a project needs to be in compliance with requirements related to those respective agencies.

2015-16 Goals & Objectives

- Finalize database for Certificate of Occupancies on businesses.
- Records management system/scanning old permits.
- Front counter security.
- Adequate personnel to keep up with plan checks.
- Cross training of counter staff – Building & Safety/Engineering.
- Implement new Permits Plus Software.
- Work with IT Department for update of fees.

City of Norco, California
Building & Safety Division 752
Budget Summary By Major Categories

<i>Expenditures:</i>	<i>FY 2014 Actual</i>	<i>FY 2015 Amended Budget</i>	<i>FY 2015 Estimated Year-End Total</i>	<i>FY 2016 Budget Request</i>
Salaries and Benefits	\$ 140,699	144,774	134,288	153,309
Employee Related Expenditures	312	1,300	1,300	1,300
Supplies and Services	766	1,900	1,900	2,900
Maintenance and Rentals	-	-	-	-
Operations and Utilities	527	600	600	500
Contractual and Professional Services	96,425	73,451	70,000	80,955
Miscellaneous	-	-	-	-
CRA Programs	-	-	-	-
Internal Service Fund Charges	20,536	21,336	21,336	18,936
Capital Outlay	-	-	-	-
Transfers	-	-	-	-
<i>Total Expenditures</i>	<i>\$ 259,264</i>	<i>243,361</i>	<i>229,424</i>	<i>257,900</i>

<i>Funding Sources:</i>	<i>FY 2014 Actual</i>	<i>FY 2015 Amended Budget</i>	<i>FY 2015 Estimated Year-End Total</i>	<i>FY 2016 Budget Request</i>
General Fund	\$ 259,264	243,361	229,424	257,900
Water Fund	-	-	-	-
Sewer Fund	-	-	-	-
Gas Tax Fund	-	-	-	-
NPDES Storm Drainage Fund	-	-	-	-
Internal Service Fund	-	-	-	-
<i>Total Funding Sources</i>	<i>\$ 259,264</i>	<i>243,361</i>	<i>229,424</i>	<i>257,900</i>

City of Norco, California
Building & Safety Division 752, General Fund
Budget Detail By Line Item

Account Number Account Description	FY 2014 Actual	FY 2015 Amended Budget	FY 2015 Estimated Year-End Total	FY 2016 Budget Request
<u>Salaries and Benefits</u>				
30100 Salaries, Full Time	\$ 82,723	85,372	79,298	98,051
30105 Salaries, Part Time	13,002	6,000	7,400	7,550
30106 Salaries, Part Time (32 hour)	3,537	12,176	7,566	-
30201 PERS Employer UAL	-	-	-	15,260
30200 PERS Retirement	17,765	17,295	16,073	8,522
30205 Employee Group Insurance	19,825	20,979	20,513	20,206
30220 FICA/Medicare Insurance	1,496	1,502	1,367	1,531
30225 Sick leave buy back	1,289	1,300	886	1,000
30230 Annual Vacation Cash Out	1,028	-	1,000	1,000
30235 Deferred Compensation	36	150	185	189
Subtotal - Salaries and Benefits	140,699	144,774	134,288	153,309
<u>Employee Related Expenditures</u>				
30300 Conferences and Meetings	-	600	600	600
30310 Uniforms & Safety Gear	-	300	300	300
30320 Dues, Memberships and Subscriptions	312	400	400	400
Subtotal - Employee Related	312	1,300	1,300	1,300
<u>Supplies and Services</u>				
30400 Office Supplies	231	300	300	300
30405 Printing & Copies	-	100	100	100
30415 Special Departmental	535	1,500	1,500	2,500
Subtotal - Supplies and Services	766	1,900	1,900	2,900
<u>Operations and Utilities</u>				
33100 Utilities	527	600	600	500
Subtotal - Operations & Utilities	527	600	600	500
<u>Contractual and Professional Services</u>				
34100 Contractual Services	96,425	73,451	70,000	80,955
Subtotal - Contractual & Professional	96,425	73,451	70,000	80,955
<u>Internal Service Fund Charges</u>				
42100 Vehicle Operations and Maintenance	2,000	2,400	2,400	2,000
42105 Vehicle Replacement Charges	2,736	2,736	2,736	2,736
42110 Computing and Comm. Equip Replacement	1,900	2,000	2,000	1,200
42115 Computing and Communications Operations	13,900	14,200	14,200	13,000
Subtotal - Internal Service Charges	20,536	21,336	21,336	18,936
Total Expenditures	\$ 259,264	243,361	229,424	257,900

City of Norco, California
Building & Safety Division 752, General Fund
Budget Detail By Line Item

Account			FY 2015	FY 2015	FY 2016
Number	Department-Generated Revenues	FY 2014	FY 2015	Estimated	Budget
		Actual	Amended	Year-End	Request
			Budget	Total	
55300	Building Permits	\$ 15,486	7,000	9,000	7,000
55305	Building Permit Fees	173,978	147,850	147,850	164,800
55310	Plan Check Fees	139,616	110,000	110,000	109,120
55315	Electrical Permit Fees	32,769	27,201	28,500	27,683
55320	Plumbing Permit Fees	16,731	15,024	15,024	15,591
55325	Mechanical Permit Fees	19,967	17,000	18,500	16,785
55330	Sewer Permit Fees	1,050	1,000	1,000	1,000
55335	Special Inspection Fees	7,124	4,000	10,100	5,000
	Total Revenues	\$ 406,720	329,075	339,974	346,979



2015-16

City of Norco
Adopted Budget

Engineering

PUBLIC WORKS DEPARTMENT

Engineering Division 800

The Engineering Division is responsible for the design, plan checking, issuing of encroachment permits and construction inspection of all improvements within the public right-of-way (i.e. water, sewer, streets, storm drains, equestrian trails and fencing) throughout the City, whether constructed by private developer or through Capital Improvement Funding. Engineering staff is also responsible for plan checking tract and parcel maps, plan checking and permitting of grading and drainage improvements, review and implementation of National Pollutant Discharge Elimination System (“NPDES”) regulations, issuing overload traffic permits, stockpile and self-haul refuse permits including “will serve” water and sewer letters. Engineering staff is responsible for creating and updating City Standard Drawings and City Maps.

2015-16 Goals & Objectives

- Integrated program for all permits/database.
- Scan permits for ease of research.
- Continued communication between other divisions on projects.
- Cross training of counter staff – Building & Safety/Engineering.
- Hire part time staff to help with increased customer request.

**City of Norco, California
Engineering Division 800
Budget Summary By Major Categories**

Expenditures:	FY 2014 Actual	FY 2015 Amended Budget	FY 2015 Estimated Year-End Total	FY 2016 Budget Request
Salaries and Benefits	\$ 217,152	352,373	311,764	403,875
Employee Related Expenditures	-	100	100	100
Supplies and Services	828	1,200	1,200	2,700
Maintenance and Rentals	-	-	-	-
Operations and Utilities	-	420	-	-
Contractual and Professional Services	25,570	31,000	31,000	31,000
Miscellaneous	-	-	-	-
CRA Programs	-	-	-	-
Internal Service Fund Charges	31,900	32,600	32,600	28,000
Capital Outlay	-	-	-	-
Transfers	-	-	-	-
Total Expenditures	\$ 275,450	417,693	376,664	465,675

Funding Sources:	FY 2014 Actual	FY 2015 Amended Budget	FY 2015 Estimated Year-End Total	FY 2016 Budget Request
General Fund	\$ 204,510	177,120	173,557	176,968
Water Fund	28,282	100,219	86,006	114,091
Sewer Fund	28,282	100,219	86,006	114,091
Gas Tax Fund	7,776	33,378	31,094	40,213
NPDES Storm Drainage Fund	6,600	6,757	-	20,312
Internal Service Fund	-	-	-	-
Redevelopment Funds	-	-	-	-
Total Funding Sources	\$ 275,450	417,693	376,664	465,675

City of Norco, California
Engineering Division 800, General Fund
Budget Detail By Line Item

Account Number	Account Description	FY 2014 Actual	FY 2015 Amended Budget	FY 2015 Estimated Year-End Total	FY 2016 Budget Request
<u>Salaries and Benefits</u>					
30100	Salaries, Full Time	\$ 80,143	67,124	70,979	74,317
30105	Salaries, Part Time	19,906	7,100	6,372	8,425
30106	Salaries, Part Time (32 hour)	3,537	3,409	11,108	10,080
30201	PERS Employer UAL	-	-	-	3,158
30200	PERS Retirement	21,639	18,013	7,010	6,008
30205	Employee Group Insurance	11,552	12,536	10,558	9,309
30210	Vehicle Allowance	3,448	480	392	480
30212	Cell Phone Stipend	403	60	60	60
30215	Medical Savings Account	212	174	114	174
30220	FICA/Medicare Insurance	1,620	1,126	1,283	1,346
30225	Sick leave buy back	1,518	700	328	700
30230	Annual Vacation Cash Out	2,025	900	294	900
30235	Deferred Compensation	212	178	159	211
	Subtotal - Salaries and Benefits	146,213	111,800	108,657	115,168
<u>Employee Related Expenditures</u>					
30300	Conferences and Meetings	-	100	100	100
	Subtotal - Employee Related	-	100	100	100
<u>Supplies and Services</u>					
30400	Office Supplies	396	500	500	500
30415	Special Departmental	431	500	500	2,000
30425	Small Tools	-	200	200	200
	Subtotal - Supplies and Services	828	1,200	1,200	2,700
<u>Operations and Utilities</u>					
33100	Utilities	-	420	-	-
	Subtotal - Operations & Utilities	-	420	-	-
<u>Contractual and Professional Services</u>					
34100	Contractual Services	24,570	26,000	26,000	26,000
34105	Other Professional Services	1,000	5,000	5,000	5,000
	Subtotal - Contractual & Professional	25,570	31,000	31,000	31,000
<u>Internal Service Fund Charges</u>					
42110	Computing and Comm. Equip Replacement	4,100	4,300	4,300	2,000
42115	Computing and Communications Operations	27,800	28,300	28,300	26,000
	Subtotal - Internal Service Charges	31,900	32,600	32,600	28,000
	Total Expenditures	\$ 204,510	177,120	173,557	176,968

City of Norco, California
Engineering Division 800, General Fund
Budget Detail By Line Item

Account		FY 2014	FY 2015	FY 2015	FY 2016
Number	Department-Generated Revenues	Actual	Amended	Estimated	Budget
			Budget	Year-End	Request
				Total	
55400	Encroachment Fees	\$ 47,326	35,000	52,000	51,912
55405	Grading Permit	5,224	3,222	2,500	3,272
55410	Grading Plan Check Fees (inc. WQMP)	4,058	5,260	8,000	5,334
55415	Overload Moving Permit	915	1,000	1,000	1,160
55420	Final Map Check	3,020	18,000	-	21,858
55425	Improvement Plan Check	6,221	5,000	2,800	8,791
55430	Lot Merger/Adjustment/PAKA	2,896	3,600	1,900	4,583
		\$ 69,659	71,082	68,200	96,910

City of Norco, California
Engineering, Water Fund 124, Division 800
Budget Detail By Line Item

Account Number	Account Description	FY 2014 Actual	FY 2015 Amended Budget	FY 2015 Estimated Year-End Total	FY 2016 Budget Request
<u>Salaries and Benefits</u>					
30100	Salaries, Full Time	\$ 17,809	63,563	56,841	77,905
30105	Salaries, Part Time	2,035	2,400	-	2,500
30106	Salaries, Part Time (32 hour)	-	2,922	-	-
30201	PERS Employer UAL	-	-	-	12,632
30200	PERS Retirement	4,289	17,843	13,466	7,832
30205	Employee Group Insurance	2,460	8,516	10,499	7,776
30210	Vehicle Allowance	616	1,920	1,920	1,920
30212	Cell Phone Stipend	72	240	240	240
30215	Medical Savings Account	38	156	135	156
30220	FICA/Medicare Insurance	313	999	824	1,166
30225	Sick leave buy back	290	700	905	700
30230	Annual Vacation Cash Out	362	900	1,176	1,200
30235	Deferred Compensation	-	60	-	63
Subtotal - Salaries and Benefits		\$ 28,282	100,219	86,006	114,091

City of Norco, California
Engineering, Sewer Fund 126, Division 800
Budget Detail By Line Item

Account Number	Account Description	FY 2014 Actual	FY 2015 Amended Budget	FY 2015 Estimated Year-End Total	FY 2016 Budget Request
<u>Salaries and Benefits</u>					
30100	Salaries, Full Time	\$ 17,809	63,563	56,841	77,905
30105	Salaries, Part Time	2,035	2,400	-	2,500
30106	Salaries, Part Time (32 hour)	-	2,922	-	-
30201	PERS Employer UAL	-	-	-	12,632
30200	PERS Retirement	4,289	17,843	13,466	7,832
30205	Employee Group Insurance	2,460	8,516	10,499	7,776
30210	Vehicle Allowance	616	1,920	1,920	1,920
30212	Cell Phone Stipend	72	240	240	240
30215	Medical Savings Account	38	156	135	156
30220	FICA/Medicare Insurance	313	999	824	1,166
30225	Sick leave buy back	290	700	905	700
30230	Annual Vacation Cash Out	362	900	1,176	1,200
30235	Deferred Compensation	-	60	-	63
Subtotal - Salaries and Benefits		\$ 28,282	100,219	86,006	114,091

City of Norco, California
Engineering, Gas Tax Fund 133, Division 800
Budget Detail By Line Item

Account Number	Account Description	FY 2014 Actual	FY 2015 Amended Budget	FY 2015 Estimated Year-End Total	FY 2016 Budget Request
<u>Salaries and Benefits</u>					
30100	Salaries, Full Time	\$ 5,039	19,501	20,924	29,880
30105	Salaries, Part Time	-	600	-	625
30106	Salaries, Part Time (32 hour)	-	2,922	-	-
30201	PERS Employer UAL	-	-	-	3,158
30200	PERS Retirement	1,381	5,813	3,855	2,607
30205	Employee Group Insurance	737	2,966	4,917	2,258
30210	Vehicle Allowance	246	480	480	480
30212	Cell Phone Stipend	29	60	60	60
30215	Medical Savings Account	15	54	43	54
30220	FICA/Medicare Insurance	80	334	303	442
30225	Sick leave buy back	104	333	212	333
30230	Annual Vacation Cash Out	145	300	300	300
30235	Deferred Compensation	-	15	-	16
	Subtotal - Salaries and Benefits	\$ 7,776	33,378	31,094	40,213

City of Norco, California
Engineering, NPDES Fund 139, Division 800
Budget Detail By Line Item

Account Number	Account Description	FY 2014 Actual	FY 2015 Amended Budget	FY 2015 Estimated Year-End Total	FY 2016 Budget Request
<u>Salaries and Benefits</u>					
30105	Salaries, Part Time	\$ 6,348	6,500	-	6,500
30106	Salaries, Part Time (32 hour)	-	-	-	10,080
30200	PERS Retirement	-	-	-	629
30205	Employee Group Insurance	-	-	-	2,700
30220	FICA/Medicare Insurance	93	94	-	240
30235	Deferred Compensation	160	163	-	163
	Subtotal - Salaries and Benefits	\$ 6,600	6,757	-	20,312



2015-16

City of Norco
Adopted Budget

Water Operations

PUBLIC WORKS

Water Division 804

The Water Division is responsible for the production, acquisition and delivery of potable water to City residents. The operations group maintains and repairs service laterals, water mains, and installs meters. City staff operates a SCADA system that controls and monitors production and distribution of groundwater wells, booster pumps, reservoirs, treatment facilities, blending stations, and agency inter-connections. Certified State of California operators are responsible for testing of water to assure that safe drinking water standards are met. Staff serves on the Chino Basin Desalter Authority Board of Directors and Technical Advisory Committee, the Arlington Desalter Technical Advisory Committee and the Chino Basin Watermaster Advisory Group.

2015-16 Goals & Objectives

- Update Bluff Treatment Plant.
- Complete new DWR system permit.
- Identify water infrastructure in GIS (FH, valves, sample stations).
- Implementation of new SCADA system for optimization of system operations and monitoring.
- Complete data entry into new cross connection/backflow software.
- Public Education of mandates for water conservation.

**City of Norco, California
Water Operations Division 804
Budget By Major Categories**

Expenditures:	FY 2014 Actual	FY 2015 Amended Budget	FY 2015 Estimated Year-End Total	FY 2016 Budget Request
Salaries and Benefits	\$ 564,018	661,989	585,958	671,798
Employee Related Expenditures	13,966	15,000	10,700	15,800
Supplies and Services	156,420	173,500	154,000	172,500
Maintenance and Rentals	175,033	136,310	130,000	147,620
Operations and Utilities	5,644,965	5,866,900	5,544,107	6,135,400
Contractual and Professional Services	216,255	294,420	294,000	308,000
Miscellaneous	362,216	362,216	362,216	362,216
Debt Service	719,611	1,067,272	1,067,272	1,067,485
CRA Programs	-	-	-	-
Internal Service Fund Charges	271,173	174,755	180,755	194,469
Capital Outlay	-	20,000	10,000	30,000
Transfers	430,885	427,223	427,223	427,223
Total Expenditures	\$ 8,554,544	9,199,585	8,766,231	9,532,511

Funding Sources:	FY 2014 Actual	FY 2015 Amended Budget	FY 2015 Estimated Year-End Total	FY 2016 Budget Request
General Fund	\$ -	-	-	-
Water Fund	8,554,544	9,199,585	8,766,231	9,532,511
Sewer Fund	-	-	-	-
Gas Tax Fund	-	-	-	-
NPDES Storm Drainage Fund	-	-	-	-
Internal Service Fund	-	-	-	-
Total Funding Sources	\$ 8,554,544	9,199,585	8,766,231	9,532,511

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City of Norco, California
Water Operations Division 804, Water Fund 124
Budget Detail By Line Item

Account Number	Account Description	FY 2014 Actual	FY 2015 Amended Budget	FY 2015 Estimated Year-End Total	FY 2016 Budget Request
<u>Salaries and Benefits</u>					
30100	Salaries, Full Time	\$ 308,400	371,795	322,901	369,018
30105	Salaries, Part Time	331	-	-	5,200
30110	Salaries, Overtime	77,294	70,000	55,000	70,000
30201	PERS Employer UAL	-	-	-	77,429
30200	PERS Retirement	82,407	108,454	91,329	39,988
30205	Employee Group Insurance	83,069	98,025	86,052	96,362
30215	Medical Savings Account	205	204	154	108
30220	FICA/Medicare Insurance	4,645	5,311	5,480	6,062
30225	Sick leave buy back	4,068	5,000	4,348	4,500
30230	Annual Vacation Cash Out	3,209	3,200	2,694	3,000
30235	Deferred Compensation	8	-	-	130
30245	Workers Compensation	382	-	18,000	-
Subtotal - Salaries and Benefits		564,018	661,989	585,958	671,798
<u>Employee Related Expenditures</u>					
30300	Conferences and Meetings	1,755	4,000	1,500	4,000
30310	Uniforms & Safety Gear	8,530	7,000	5,000	7,600
30315	Employee Hiring Costs	17	-	-	-
30320	Dues, Memberships and Subscriptions	3,664	4,000	4,200	4,200
Subtotal - Employee Related		13,966	15,000	10,700	15,800
<u>Supplies and Services</u>					
30400	Office Supplies	3,101	4,000	2,000	3,000
30415	Special Departmental	102,460	116,500	100,000	116,500
30425	Small Tools	859	3,000	2,000	3,000
30470	Post Employment Ben-GASB45	50,000	50,000	50,000	50,000
Subtotal - Supplies and Services		156,420	173,500	154,000	172,500
<u>Maintenance and Rentals</u>					
32105	Equipment Rental	3,461	5,000	5,000	5,000
32200	Building and ground maintenance	5,974	6,310	5,000	6,310
32450	Well & Pump Maintenance	165,598	125,000	120,000	136,310
Subtotal - Maintenance & Rentals		175,033	136,310	130,000	147,620
<u>Operations and Utilities</u>					
33100	Utilities	447,449	546,400	412,000	611,400
33105	Purchased water	4,970,380	5,145,500	4,957,107	5,349,000
33107	Purchase Water Capital	213,097	150,000	150,000	150,000
33115	Chino Pump Tax	14,039	25,000	25,000	25,000
Subtotal - Operations & Utilities		5,644,965	5,866,900	5,544,107	6,135,400
<u>Contractual and Professional Services</u>					
34100	Contractual Services	216,255	294,420	294,000	308,000
Subtotal - Contractual & Professional		216,255	294,420	294,000	308,000

City of Norco, California
Water Operations Division 804, Water Fund 124
Budget Detail By Line Item

Account Number	Account Description	FY 2014 Actual	FY 2015 Amended Budget	FY 2015	FY 2016
				Estimated Year-End Total	Budget Request
<u>Miscellaneous</u>					
35100	Interest Payments	719,611	704,907	704,907	689,553
35105	Principal Payments	-	362,365	362,365	377,932
35150	Administrative Overhead	362,216	362,216	362,216	362,216
Subtotal - Miscellaneous		1,081,827	1,429,488	1,429,488	1,429,701
<u>Internal Service Fund Charges</u>					
42100	Vehicle Operations and Maintenance	60,600	68,000	68,000	68,000
42105	Vehicle Replacement Charges	18,092	25,255	25,255	46,169
42110	Computing and Comm. Equip Replacement	2,400	2,600	2,600	1,300
42115	Computing and Communications Operations	18,500	18,900	18,900	13,000
42220	Self Insured Expenses	-	-	6,000	6,000
42225	Self Insured Settlements	171,581	60,000	60,000	60,000
Subtotal - Internal Service Charges		271,173	174,755	180,755	194,469
<u>Capital Outlay</u>					
43100	Equipment	-	15,000	10,000	15,000
43115	Building Improvements	-	5,000	-	15,000
Subtotal - Capital Outlay		-	20,000	10,000	30,000
<u>Transfers</u>					
44100	Transfers	430,885	427,223	427,223	427,223
Subtotal - Transfers		430,885	427,223	427,223	427,223
Total Expenditures		\$ 8,554,544	9,199,585	8,766,231	9,532,511

Account Number	Department-Generated Revenues	FY 2014 Actual	FY 2015 Amended Budget	FY 2015	FY 2016
				Estimated Year-End Total	Budget Request
124-000-54200	Interest Income	\$ 12,464	13,000	13,000	13,000
124-000-57100	Water Tolls Domestic	8,417,148	8,537,758	7,948,186	8,322,648
124-000-57115	Energy Pass Thru	1,009,223	972,666	1,001,793	985,525
124-000-57125	Bulk Water	88,261	85,685	86,439	86,205
124-000-57130	Reconnection Fee	30,062	29,000	27,000	27,000
124-000-57132	Other Servie Fees	6,980	7,000	7,200	7,200
124-000-57605	Damage Claims	204,647	203,268	210,000	207,324
124-000-57915	Miscellaneous	15,996	20,000	16,000	16,000
Total Revenues		\$ 9,784,780	9,868,377	9,309,617	9,664,901



2015-16

City of Norco
Adopted Budget

Sewer Operations

PUBLIC WORKS

Sewer Division 809

The Sewer Division is responsible for the maintenance of the sewer collection system and various lift stations located throughout the City. Staff oversees the annual cleaning of the collection system and monitors the industrial and commercial users connected to the system (Sewer Pretreatment Program). Staff samples the one significant industrial user for compliance. Staff also serves on the Western Riverside County Regional Wastewater Authority Board of Directors and the Executive Committee.

2015-16 Goals & Objectives

- Improve facility maintenance.
- Update SSMP.
- Ongoing SS collection system cleaning.
- Identify all SSMH in a GIS system.
- Implement recycle water permitting and operational training.
- Public education on what not to put into the system
- Implementation of new SCADA system for optimization of system operations and maintenance.

City of Norco, California
Sewer Operations Division 809
Budget Summary By Major Categories

Expenditures:	FY 2014 Actual	FY 2015 Amended Budget	FY 2015 Estimated Year-End Total	FY 2016 Budget Request
Salaries and Benefits	\$ 259,626	318,933	289,691	296,781
Employee Related Expenditures	1,318	2,350	2,800	4,060
Supplies and Services	53,342	62,000	58,800	62,000
Maintenance and Rentals	16,369	22,000	32,000	22,000
Operations and Utilities	33,720	41,500	25,000	41,000
Contractual and Professional Services	1,654,403	1,852,234	1,654,403	2,225,546
Miscellaneous	200,000	200,000	200,000	200,000
Debt Service	1,254,725	1,795,544	1,795,544	2,156,831
CRA Programs	-	-	-	-
Internal Service Fund Charges	89,792	122,355	97,355	126,579
Capital Outlay	-	15,000	7,500	15,000
Transfers	379,914	377,223	377,223	377,223
Total Expenditures	\$ 3,943,209	4,809,139	4,540,316	5,527,020

Funding Sources:	FY 2014 Actual	FY 2015 Amended Budget	FY 2015 Estimated Year-End Total	FY 2016 Budget Request
General Fund	\$ -	-	-	-
Water Fund	-	-	-	-
Sewer Fund	3,943,209	4,809,139	4,540,316	5,527,020
Gas Tax Fund	-	-	-	-
NPDES Storm Drainage Fund	-	-	-	-
Internal Service Fund	-	-	-	-
Total Funding Sources	\$ 3,943,209	4,809,139	4,540,316	5,527,020

City of Norco, California
Sewer Operations Division 809, Sewer Fund 126
Budget Detail By Line Item

Account			FY 2015	FY 2015	FY 2016
Number	Account Description	FY 2014	Amended	Estimated	Budget
		Actual	Budget	Year-End	Request
				Total	
<u>Salaries and Benefits</u>					
30100	Salaries, Full Time	\$ 146,278	176,909	161,136	164,157
30105	Salaries, Part Time	138	5,614	5,614	7,900
30110	Salaries, Overtime	28,262	30,000	25,000	25,000
30201	PERS Employer UAL	-	-	-	34,155
30200	PERS Retirement	38,839	51,625	42,737	17,689
30205	Employee Group Insurance	40,665	48,227	42,405	42,254
30215	Medical Savings Account	193	192	142	96
30220	FICA/Medicare Insurance	2,069	2,526	2,780	3,033
30225	Sick leave buy back	1,805	2,400	1,844	1,600
30230	Annual Vacation Cash Out	1,238	1,300	692	700
30235	Deferred Compensation	3	140	140	198
30245	Workers Compensation	136	-	7,200	-
	Subtotal - Salaries and Benefits	259,626	318,933	289,691	296,781
<u>Employee Related Expenditures</u>					
30300	Conferences and Meetings	-	1,000	200	1,000
30310	Uniforms & Safety Gear	1,301	1,200	2,500	2,860
30315	Employee Hiring Costs	17	50	-	-
30320	Dues, memberships and Subscriptions	-	100	100	200
	Subtotal - Employee Related	1,318	2,350	2,800	4,060
<u>Supplies and Services</u>					
30400	Office Supplies	159	1,000	200	1,000
30415	Special Departmental	3,018	10,000	8,000	10,000
30425	Small Tools	165	1,000	600	1,000
30470	Post Employment Ben-GASB45	50,000	50,000	50,000	50,000
	Subtotal - Supplies and Services	53,342	62,000	58,800	62,000
<u>Maintenance and Rentals</u>					
32105	Equipment Rental	1,515	5,000	5,000	5,000
32200	Building and ground maintenance	144	2,000	2,000	2,000
32450	Well & Pump Maintenance	14,710	15,000	25,000	15,000
	Subtotal - Maintenance & Rentals	16,369	22,000	32,000	22,000
<u>Operations and Utilities</u>					
33100	Utilities	33,720	41,500	25,000	41,000
	Subtotal - Operations & Utilities	33,720	41,500	25,000	41,000
<u>Contractual and Professional Services</u>					
34100	Contractual Services	1,654,403	1,852,234	1,654,403	2,225,546
	Subtotal - Contractual & Professional	1,654,403	1,852,234	1,654,403	2,225,546

City of Norco, California
Sewer Operations Division 809, Sewer Fund 126
Budget Detail By Line Item

Account Number	Account Description	FY 2014 Actual	FY 2015 Amended Budget	FY 2015 Estimated Year-End Total	FY 2016 Budget Request
<u>Miscellaneous</u>					
35100	Interest Payments	1,254,725	1,234,137	1,234,137	1,212,848
35105	Principal Payments	-	561,407	561,407	943,983
35150	Administrative Overhead	200,000	200,000	200,000	200,000
	Subtotal - Miscellaneous	1,454,725	1,995,544	1,995,544	2,356,831
<u>Internal Service Fund Charges</u>					
42100	Vehicle Operations and Maintenance	56,000	56,000	56,000	52,000
42105	Vehicle Replacement Charges	18,092	25,255	25,255	30,779
42110	Computing and Comm. Equip Replacement	1,800	1,900	1,900	1,500
42115	Computing and Communications Operations	13,900	14,200	14,200	17,300
42225	Self Insured Settlements	-	25,000	-	25,000
	Subtotal - Internal Service Charges	89,792	122,355	97,355	126,579
<u>Capital Outlay</u>					
43100	Equipment	-	7,500	7,500	7,500
43115	Building Improvements	-	7,500	-	7,500
	Subtotal - Capital Outlay	-	15,000	7,500	15,000
<u>Transfers</u>					
44100	Transfers	379,914	377,223	377,223	377,223
	Subtotal - Transfers	379,914	377,223	377,223	377,223
	Total Expenditures	\$ 3,943,209	4,809,139	4,540,316	5,527,020



2015-16

City of Norco
Adopted Budget

Parkway Maintenance

PUBLIC WORKS

Parkway Maintenance Division 850

The Parkway Maintenance Division is responsible for the maintenance of the equestrian trails located within the public right-of-way replacing wooden rails and posts as well as replacing decomposed granite (DG) trail material. Staff also prunes street trees to maintain proper clearance for equestrians.

2015-16 Goals & Objectives

- Identify new sources for decomposed granite.
- Community outreach regarding citizens responsibilities for parkway/trail.
- Implement new trail fence standard.
- Update Trail Master Plan through Streets, Trails & Utilities Commission
- Continue to identify and resolve trail encroachments.
- Continue to look at alternative trail material over driveway approaches to minimize erosion.

City of Norco, California
Parkway Maintenance Division 850
Budget Summary By Major Categories

<i>Expenditures:</i>	<i>FY 2014 Actual</i>	<i>FY 2015 Amended Budget</i>	<i>FY 2015 Estimated Year-End Total</i>	<i>FY 2016 Budget Request</i>
Salaries and Benefits	\$ 30,762	30,093	32,720	28,461
Employee Related Expenditures	-	-	-	-
Supplies and Services	1,513	-	2,500	7,600
Maintenance and Rentals	15,842	25,000	20,000	25,000
Operations and Utilities	328	300	300	300
Contractual and Professional Services	2,681	3,300	3,300	8,800
Miscellaneous	-	-	-	-
CRA Programs	-	-	-	-
Internal Service Fund Charges	-	-	-	-
Capital Outlay	-	-	-	-
Transfers	-	-	-	-
<i>Total Expenditures</i>	<i>\$ 51,126</i>	<i>58,693</i>	<i>58,820</i>	<i>70,161</i>

<i>Funding Sources:</i>	<i>FY 2014 Actual</i>	<i>FY 2015 Amended Budget</i>	<i>FY 2015 Estimated Year-End Total</i>	<i>FY 2016 Budget Request</i>
General Fund	\$ 51,126	58,693	58,820	70,161
Water Fund	-	-	-	-
Sewer Fund	-	-	-	-
Gas Tax Fund	-	-	-	-
NPDES Storm Drainage Fund	-	-	-	-
Internal Service Fund	-	-	-	-
<i>Total Funding Sources</i>	<i>\$ 51,126</i>	<i>58,693</i>	<i>58,820</i>	<i>70,161</i>

City of Norco, California
Parkway Maintenance Division 850, General Fund
Budget Detail By Line Item

Account Number	Account Description	FY 2014 Actual	FY 2015 Amended Budget	FY 2015 Estimated Year-End Total	FY 2016 Budget Request
<u>Salaries and Benefits</u>					
30100	Salaries, Full Time	\$ 16,134	17,541	14,819	15,604
30110	Salaries, Overtime	5,350	2,500	4,100	3,000
30201	PERS Employer UAL	-	-	-	4,018
30200	PERS Retirement	4,312	5,082	3,124	1,843
30205	Employee Group Insurance	4,494	4,497	3,930	3,673
30215	Medical Savings Account	12	12	12	-
30220	FICA/Medicare Insurance	318	291	274	273
30225	Sick leave buy back	71	100	61	50
30230	Annual Vacation Cash Out	70	70	-	-
30245	Workers Compensation	-	-	6,400	-
	Subtotal - Salaries and Benefits	30,762	30,093	32,720	28,461
<u>Supplies and Services</u>					
30415	Special Departmental	1,513	-	2,500	7,200
30425	Small Tools	-	-	-	400
	Subtotal - Supplies and Services	1,513	-	2,500	7,600
<u>Maintenance and Rentals</u>					
32400	Trail Maintenance	15,842	25,000	20,000	25,000
	Subtotal - Maintenance & Rentals	15,842	25,000	20,000	25,000
<u>Operations and Utilities</u>					
33100	Utilities	328	300	300	300
	Subtotal - Operations & Utilities	328	300	300	300
<u>Contractual and Professional Services</u>					
34100	Contractual Services	2,681	3,300	3,300	8,800
	Subtotal - Contractual & Professional	2,681	3,300	3,300	8,800
	Total Expenditures	\$ 51,126	58,693	58,820	70,161



2015-16

City of Norco
Adopted Budget

Street Maintenance

PUBLIC WORKS

Street Maintenance Division 801

The Street Maintenance Division is responsible for the maintenance of the roadway right-of-ways within the City of Norco. Street Maintenance includes asphalt, curb and sidewalk repairs, striping, signage, traffic signals, tree trimming and street sweeping.

2015-16 Goals & Objectives

- Continue to input data into pavement management system.
- Create database for sign inventory and incorporate into GIS.
- Modernization of pavement maintenance strategies.

City of Norco, California
Street Maintenance Division 801
Budget Summary By Major Categories

<i>Expenditures:</i>	<i>FY 2014 Actual</i>	<i>FY 2015 Amended Budget</i>	<i>FY 2015 Estimated Year-End Total</i>	<i>FY 2016 Budget Request</i>
Salaries and Benefits	\$ 159,130	182,127	175,069	181,013
Employee Related Expenditures	2,016	3,100	1,000	3,950
Supplies and Services	47,508	56,800	73,800	42,800
Maintenance and Rentals	110,659	75,000	75,000	83,000
Operations and Utilities	89,865	90,300	90,300	91,200
Contractual and Professional Services	149,341	243,000	243,000	276,000
Miscellaneous	-	-	-	-
CRA Programs	-	-	-	-
Internal Service Fund Charges	-	-	-	-
Capital Outlay	-	5,000	-	5,000
Transfers	453	-	-	-
<i>Total Expenditures</i>	<i>\$ 558,973</i>	<i>655,327</i>	<i>658,169</i>	<i>682,963</i>

<i>Funding Sources:</i>	<i>FY 2014 Actual</i>	<i>FY 2015 Amended Budget</i>	<i>FY 2015 Estimated Year-End Total</i>	<i>FY 2016 Budget Request</i>
General Fund	\$ -	-	-	-
Water Fund	-	-	-	-
Sewer Fund	-	-	-	-
Gas Tax Fund	558,973	655,327	658,169	682,963
NPDES Storm Drainage Fund	-	-	-	-
Internal Service Fund	-	-	-	-
<i>Total Funding Sources</i>	<i>\$ 558,973</i>	<i>655,327</i>	<i>658,169</i>	<i>682,963</i>

City of Norco, California
Street Maintenance Division 801, Gas Tax Fund 133
Budget Detail By Line Item

Account		FY 2015	FY 2015	FY 2016
Number	Account Description	Actual	Amended Budget	Budget Request
			Estimated	
			Year-End	
			Total	
<u>Salaries and Benefits</u>				
30100	Salaries, Full Time	\$ 87,778	103,756	91,889
30105	Salaries, Part Time	102	-	624
30110	Salaries, Overtime	19,131	15,000	15,000
30201	PERS Employer UAL	-	-	21,903
30200	PERS Retirement	23,432	30,337	25,279
30205	Employee Group Insurance	25,655	29,243	26,603
30215	Medical Savings Account	73	-	54
30220	FICA/Medicare Insurance	1,260	1,391	1,579
30225	Sick leave buy back	994	1,500	1,063
30230	Annual Vacation Cash Out	703	900	502
30235	Deferred Compensation	3	-	-
30245	Workers Compensation	-	-	11,100
	Subtotal - Salaries and Benefits	159,130	182,127	175,069
<u>Employee Related Expenditures</u>				
30300	Conferences and Meetings	-	100	-
30310	Uniforms & Safety Gear	1,999	3,000	1,000
30315	Employee Hiring Costs	17	-	-
	Subtotal - Employee Related	2,016	3,100	1,000
<u>Supplies and Services</u>				
30400	Office Supplies	-	100	-
30415	Special Departmental	47,360	55,500	73,000
30425	Small Tools	148	1,200	800
	Subtotal - Supplies and Services	47,508	56,800	73,800
<u>Maintenance and Rentals</u>				
32300	Traffic Signal Maintenance	110,659	75,000	75,000
	Subtotal - Maintenance & Rentals	110,659	75,000	75,000
<u>Operations and Utilities</u>				
33100	Utilities	89,865	90,300	90,300
	Subtotal - Operations & Utilities	89,865	90,300	90,300
<u>Contractual and Professional Services</u>				
34100	Contractual Services	149,341	243,000	243,000
	Subtotal - Contractual & Professional	149,341	243,000	243,000
<u>Capital Outlay</u>				
43100	Equipment	-	5,000	-
	Subtotal - Capital Outlay	-	5,000	-

City of Norco, California
Street Maintenance Division 801, Gas Tax Fund 133
Budget Detail By Line Item

Account Number	Account Description	FY 2014 Actual	FY 2015 Amended Budget	FY 2015 Estimated Year-End Total	FY 2016 Budget Request
<u>Transfers</u>					
44100	Transfers	453	-	-	-
	Subtotal - Transfers	453	-	-	-
	Total Expenditures	\$ 558,973	655,327	658,169	682,963



2015-16

City of Norco
Adopted Budget

Storm Drain Operations

PUBLIC WORKS

Storm Drain Division 802

The Storm Drain Division is responsible for maintaining certain drainage facilities within the community that are less than 36 inches diameter. Staff coordinates with Riverside Flood Control & Water Conservation District for maintenance of all channels, improved and unimproved and larger diameter pipelines. Staff is responsible for taking actions to comply with NPDES requirements such as street sweeping and testing of run-off for pollutants.

2015-16Goals & Objectives

- Continue inspection program due to new requirements of the MS4 permit.

City of Norco, California
Storm Drain Operations Division 802
Budget Summary By Major Categories

<i>Expenditures:</i>	<i>FY 2014 Actual</i>	<i>FY 2015 Amended Budget</i>	<i>FY 2015 Estimated Year-End Total</i>	<i>FY 2016 Budget Request</i>
Salaries and Benefits	\$ 27,115	32,846	30,552	42,515
Employee Related Expenditures	-	100	-	100
Supplies and Services	121	250	1,875	200
Maintenance and Rentals	-	-	-	-
Operations and Utilities	-	-	-	-
Contractual and Professional Services	64,167	69,726	69,726	85,027
Miscellaneous	-	-	-	-
CRA Programs	-	-	-	-
Internal Service Fund Charges	-	-	-	-
Capital Outlay	-	500	-	-
Transfers	277	-	-	-
<i>Total Expenditures</i>	<i>\$ 91,679</i>	<i>103,422</i>	<i>102,153</i>	<i>127,842</i>

<i>Funding Sources:</i>	<i>FY 2014 Actual</i>	<i>FY 2015 Amended Budget</i>	<i>FY 2015 Estimated Year-End Total</i>	<i>FY 2016 Budget Request</i>
General Fund	\$ -	-	-	-
Water Fund	-	-	-	-
Sewer Fund	-	-	-	-
Gas Tax Fund	-	-	-	-
NPDES Storm Drainage Fund	91,679	103,422	102,153	127,842
Internal Service Fund	-	-	-	-
<i>Total Funding Sources</i>	<i>\$ 91,679</i>	<i>103,422</i>	<i>102,153</i>	<i>127,842</i>

City of Norco, California
Storm Drain Operations Division 802, NPDES Fund
Budget Detail By Line Item

Account Number	Account Description	FY 2014 Actual	FY 2015 Amended Budget	FY 2015 Estimated Year-End Total	FY 2016 Budget Request
<u>Salaries and Benefits</u>					
30100	Salaries, Full Time	\$ 13,934	18,059	14,438	19,302
30105	Salaries, Part Time	30	-	-	6,757
30110	Salaries, Overtime	4,837	4,000	4,700	4,000
30201	PERS Employer UAL	-	-	-	3,917
30200	PERS Retirement	3,653	5,161	4,193	2,008
30205	Employee Group Insurance	4,217	5,046	4,580	5,665
30220	FICA/Medicare Insurance	282	320	278	436
30225	Sick leave buy back	134	150	163	150
30230	Annual Vacation Cash Out	-	110	-	110
30235	Deferred Compensation	-	-	-	169
30245	Workers Compensation	28	-	2,200	-
	Subtotal - Salaries and Benefits	27,115	32,846	30,552	42,515
<u>Employee Related Expenditures</u>					
30300	Conferences and Meetings	-	100	-	100
	Subtotal - Employee Related	-	100	-	100
<u>Supplies and Services</u>					
30400	Office Supplies	-	50	-	-
30415	Special Departmental	121	200	1,875	200
	Subtotal - Supplies and Services	121	250	1,875	200
<u>Contractual and Professional Services</u>					
34100	Contractual Services	64,167	69,726	69,726	85,027
	Subtotal - Contractual & Professional	64,167	69,726	69,726	85,027
<u>Capital Outlay</u>					
43100	Equipment	-	500	-	-
	Subtotal - Capital Outlay	-	500	-	-
<u>Transfers</u>					
44100	Transfers	277	-	-	-
	Subtotal - Transfers	277	-	-	-
	Total Expenditures	\$ 91,679	103,422	102,153	127,842



2015-16

City of Norco
Adopted Budget

Public Works Inspection

PUBLIC WORKS

Inspections 740

The Inspection Division operates under the direction of the Director of Public Works. The Division inspects all Public Works Capital Improvement Projects, including water, sewer, roadways, trails, and storm drain infrastructure improvements. Staff also inspects public and private developments and coordinates with developers, contractors, and regulatory agencies to maintain NPDES compliance.

2015-16 Goals & Objectives

- Coordinate other division requirements and relay to customer at time of permit.
- Assist water division in education residents and businesses on water conservation.

City of Norco, California
Public Works Inspection Division 740
Budget Summary By Major Categories

<u>Expenditures:</u>	<u>FY 2014 Actual</u>	<u>FY 2015 Amended Budget</u>	<u>FY 2015 Estimated Year-End Total</u>	<u>FY 2016 Budget Request</u>
Salaries and Benefits	\$ 85,586	96,354	88,016	105,438
Employee Related Expenditures	-	-	-	-
Supplies and Services	15	100	100	100
Maintenance and Rentals	-	-	-	-
Operations and Utilities	-	-	-	-
Contractual and Professional Services	-	-	-	-
Miscellaneous	-	-	-	-
CRA Programs	-	-	-	-
Internal Service Fund Charges	5,200	5,300	5,300	4,800
Capital Outlay	-	-	-	-
Transfers	-	-	-	-
Total Expenditures	\$ 90,800	101,754	93,416	110,338

<u>Funding Sources:</u>	<u>FY 2014 Actual</u>	<u>FY 2015 Amended Budget</u>	<u>FY 2015 Estimated Year-End Total</u>	<u>FY 2016 Budget Request</u>
General Fund	\$ 33,458	34,796	31,685	36,536
Water Fund	17,117	23,913	22,147	26,365
Sewer Fund	25,676	23,913	21,978	26,365
Gas Tax Fund	5,991	9,566	8,829	10,536
NPDES Storm Drainage Fund	8,558	9,566	8,778	10,536
Internal Service Fund	-	-	-	-
Total Funding Sources	\$ 90,800.44	101,754	93,416	110,338

City of Norco, California
Public Works Inspection Division 740, General Fund
Budget Detail By Line Item

Account Number	Account Description	FY 2014 Actual	FY 2015 Amended Budget	FY 2015 Estimated Year-End Total	FY 2016 Budget Request
<u>Salaries and Benefits</u>					
30100	Salaries, Full Time	\$ 17,631	18,317	16,349	18,957
30201	PERS Employer UAL	-	-	-	4,881
30200	PERS Retirement	4,851	5,460	4,904	2,331
30205	Employee Group Insurance	5,162	4,653	4,468	4,772
30220	FICA/Medicare Insurance	245	266	237	275
30225	Sick leave buy back	354	400	327	330
30230	Annual Vacation Cash Out	-	300	-	90
	Subtotal - Salaries and Benefits	28,243	29,396	26,285	31,636
<u>Supplies and Services</u>					
30415	Special Departmental	15	100	100	100
	Subtotal - Supplies and Services	15	100	100	100
<u>Internal Service Fund Charges</u>					
42110	Computing and Comm. Equip Replacement	600	600	600	500
42115	Computing and Communications Operations	4,600	4,700	4,700	4,300
	Subtotal - Internal Service Charges	5,200	5,300	5,300	4,800
	Total Expenditures	\$ 33,458	34,796	31,685	36,536

City of Norco, California
Public Works Inspection Division 740, Water Fund
Budget Detail By Line Item

Account Number	Account Description	FY 2014 Actual	FY 2015 Amended Budget	FY 2015 Estimated Year-End Total	FY 2016 Budget Request
<u>Salaries and Benefits</u>					
30100	Salaries, Full Time	\$ 10,685	15,264	13,836	15,798
30201	PERS Employer UAL	-	-	-	4,068
30200	PERS Retirement	2,940	4,550	4,114	1,943
30205	Employee Group Insurance	3,129	3,878	3,723	3,977
30220	FICA/Medicare Insurance	148	221	201	229
30225	Sick leave buy back	215	-	273	275
30230	Annual Vacation Cash Out	-	-	-	75
	Subtotal - Salaries and Benefits	\$ 17,117	23,913	22,147	26,365

City of Norco, California
Public Works Inspection Division 740, Sewer Fund
Budget Detail By Line Item

Account Number	Account Description	FY 2014 Actual	FY 2015 Amended Budget	FY 2015 Estimated Year-End Total	FY 2016 Budget Request
<u>Salaries and Benefits</u>					
30100	Salaries, Full Time	\$ 16,028	15,264	13,705	15,798
30201	PERS Employer UAL	-	-	-	4,068
30200	PERS Retirement	4,410	4,550	4,078	1,943
30205	Employee Group Insurance	4,693	3,878	3,723	3,977
30220	FICA/Medicare Insurance	222	221	199	229
30225	Sick leave buy back	322	-	273	275
30230	Annual Vacation Cash Out	-	-	-	75
	Subtotal - Salaries and Benefits	\$ 25,676	23,913	21,978	26,365

City of Norco, California
Public Works Inspection Division 740, Gas Tax Fund
Budget Detail By Line Item

Account Number	Account Description	FY 2014 Actual	FY 2015 Amended Budget	FY 2015 Estimated Year-End Total	FY 2016 Budget Request
<u>Salaries and Benefits</u>					
30100	Salaries, Full Time	\$ 3,740	6,106	5,502	6,319
30201	PERS Employer UAL	-	-	-	1,627
30200	PERS Retirement	1,029	1,820	1,649	777
30205	Employee Group Insurance	1,095	1,551	1,489	1,591
30220	FICA/Medicare Insurance	52	89	80	92
30225	Sick leave buy back	75	-	109	100
30230	Annual Vacation Cash Out	-	-	-	30
	Subtotal - Salaries and Benefits	\$ 5,991	9,566	8,829	10,536

City of Norco, California
Public Works Inspection Division 740, NPDES Fund
Budget Detail By Line Item

Account Number	Account Description	FY 2014 Actual	FY 2015 Amended Budget	FY 2015 Estimated Year-End Total	FY 2016 Budget Request
<u>Salaries and Benefits</u>					
30100	Salaries, Full Time	\$ 5,343	6,106	5,463	6,319
30201	PERS Employer UAL	-	-	-	1,627
30200	PERS Retirement	1,470	1,820	1,638	777
30205	Employee Group Insurance	1,564	1,551	1,489	1,591
30220	FICA/Medicare Insurance	74	89	79	92
30225	Sick leave buy back	107	-	109	100
30230	Annual Vacation Cash Out	-	-	-	30
	Subtotal - Salaries and Benefits	\$ 8,558	9,566	8,778	10,536



2015-16

City of Norco
Adopted Budget

Fire & Emergency
Medical Services

FIRE DEPARTMENT

EMS Division

The Norco Fire Department operates two fire stations with two paramedic engine companies, a fire prevention bureau for planning and inspections, Emergency Operations Center and Volunteer Animal Rescue Team. To ensure the safest environment possible, public safety is a top priority. The Norco Fire Department is part of the CALFIRE/Riverside County Fire Department's regional integrated, cooperative fire protection organization. The fire department provides fire suppression, emergency medical rescue, hazardous materials response, planning and inspections. The equipment used by the department has the versatility to respond to both urban and rural emergency conditions. Through a Cooperative Fire Service Agreement with the Riverside County Fire Department, the City has access to additional emergency equipment such as aerial truck companies, brush engines, hazardous material units and breathing support units.

The City Manager serves as the Emergency Services Director for the City. The Fire Department is charged with maintaining the City Emergency Plan, maintaining the Emergency Operations Center (EOC), facilitating training and drills for the City and providing public education to schools, businesses and residents. The EOC is currently located in the Community Room at Station 47.

**City of Norco, California
Riverside County/Cal Fire 761A
Budget Summary By Major Categories**

<i>Expenditures:</i>	<i>FY 2014 Actual</i>	<i>FY 2015 Amended Budget</i>	<i>FY 2015 Estimated Year-End Total</i>	<i>FY 2016 Budget Request</i>
Salaries and Benefits	\$ 13,023	20,374	20,374	21,393
Employee Related Expenditures	-	-	-	-
Supplies and Services	5,979	11,010	6,000	10,500
Maintenance and Rentals	9,302	12,000	11,600	14,800
Operations and Utilities	-	-	-	-
Contractual and Professional Services	3,154,916	3,403,069	3,371,505	3,695,084
Miscellaneous	-	-	-	-
CRA Programs	-	-	-	-
Internal Service Fund Charges	16,884	13,700	11,700	11,200
Capital Outlay	2,617	18,034	16,498	1,000
Transfers	-	-	-	-
Total Expenditures	\$ 3,202,721	3,478,187	3,437,677	3,753,977

<i>Funding Sources:</i>	<i>FY 2014 Actual</i>	<i>FY 2015 Amended Budget</i>	<i>FY 2015 Estimated Year-End Total</i>	<i>FY 2016 Budget Request</i>
General Fund	\$ 3,202,721	\$ 3,462,153	\$ 3,421,731	\$ 3,753,977
Water Fund	-	-	-	-
Sewer Fund	-	-	-	-
Gas Tax Fund	-	-	-	-
NPDES Storm Drainage Fund	-	-	-	-
Internal Service Fund	-	-	-	-
Miscellaneous Grants	-	16,034	15,946	-
Total Funding Sources	\$ 3,202,721	\$ 3,478,187	\$ 3,437,677	\$ 3,753,977

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City of Norco, California
Riverside County/Cal Fire 761A, General Fund
Budget Detail By Line Item

Account			FY 2015	FY 2015	FY 2016
Number	Account Description	FY 2014	Amended	Estimated	Budget
		Actual	Budget	Year-End	Request
				Total	
<u>Salaries and Benefits</u>					
30105	Salaries, Part Time	\$ 12,532	19,600	19,600	20,580
30220	FICA/Medicare Insurance	178	284	284	298
30235	Deferred Compensation	313	490	490	515
	Subtotal - Salaries and Benefits	13,023	20,374	20,374	21,393
<u>Supplies and Services</u>					
30400	Office Supplies	1,477	1,000	1,000	1,000
30415	Special Departmental	4,296	9,000	5,000	9,000
	Subtotal - Supplies and Services	5,773	10,000	6,000	10,000
<u>Maintenance and Rentals</u>					
32200	Building and ground maintenance	6,200	7,200	4,000	7,200
32205	Weed Abatement	3,102	4,800	7,600	7,600
	Subtotal - Maintenance & Rentals	9,302	12,000	11,600	14,800
<u>Contractual and Professional Services</u>					
34100	Contractual Services	-	3,483	-	3,483
34105	Other Professional Services	62,437	15,673	15,673	-
34112	Riverside County Fire	3,092,479	3,383,913	3,355,832	3,691,601
	Subtotal - Contractual & Professional	3,154,916	3,403,069	3,371,505	3,695,084
<u>Internal Service Fund Charges</u>					
42100	Vehicle Operations and Maintenance	1,084	3,000	1,000	1,500
42110	Computing and Comm. Equip Replacement	1,900	1,300	1,300	1,000
42115	Computing and Communications Operations	13,900	9,400	9,400	8,700
	Subtotal - Internal Service Charges	16,884	13,700	11,700	11,200
	Total Expenditures	\$ 3,199,898	3,459,143	3,421,179	3,752,477

Account			FY 2015	FY 2016
Number	Department-Generated Revenues	FY 2014	Amended	Budget
		Actual	Budget	Request
				Total
55185	Fire Permit	\$ 9,856	18,000	3,000
57400	Emergency Medical Services	341,007	339,000	336,000
57415	Ambulance Fines (Restricted)	18,508	3,500	13,000
57430	Fire Fees	1,677	3,000	700
57440	Fire Inspection Fee	81,808	78,000	82,300
57445	Fire Plan Check Fees	23,718	30,000	16,400
57470	Weed and Lot Cleaning	10,556	6,000	12,800
	Total Revenues	\$ 487,130	477,500	464,200
				461,700

City of Norco, California
Norco Animal Rescue Team Division 764, General Fund
Budget Detail By Line Item

Account Number	Account Description	FY 2014 Actual	FY 2015 Amended Budget	FY 2015 Estimated Year-End Total	FY 2016 Budget Request
<u>Supplies and Services</u>					
30400	Office Supplies	\$ -	400	-	100
30405	Printing & Copies	106	110	-	100
30415	Special Departmental	100	300	-	100
30425	Small Tools	-	200	-	200
Subtotal - Supplies and Services		206	1,010	-	500
<u>Capital Outlay</u>					
43100	Equipment	2,617	2,000	552	1,000
Subtotal - Capital Outlay		2,617	2,000	552	1,000
Total Expenditures		\$ 2,823	3,010	552	1,500

City of Norco, California
Fire, Miscellaneous Grant Fund 122, Department 761
Budget Detail By Line Item

Account Number	Account Description	FY 2014 Actual	FY 2015 Amended Budget	FY 2015 Estimated Year-End Total	FY 2016 Budget Request
<u>Capital Outlay</u>					
43100	Equipment	\$ -	16,034	15,946	-
	Subtotal - Capital Outlay	-	16,034	15,946	-
	Total Expenditures	\$ -	16,034	15,946	-



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City of Norco
Adopted Budget

Police Protection

SHERIFF

Department 772

The Norco Sheriff's Office located in City Hall is a substation of the Riverside County Sheriff Department's Jurupa Valley Station.

Staff includes: a Sheriff's lieutenant assigned as the Police Chief, two Sheriff's sergeants who supervise the operation, 12.3 full-time equivalent deputy sheriffs assigned to patrol (resulting in a minimum daily staffing of two deputies on-duty 24 hours a day), two additional deputies assigned to Community Oriented Policing and Problem Solving (working to prevent crime by addressing some of the underlying causes of longer term problems), one civilian community service officer deployed so that most days there is one officer in the field to assist the patrol deputies and meet logistical needs, and a city executive secretary to help coordinate Norco Citizen Patrol and part-time staff who keep the public lobby open from 10:00 am to 2:00 pm, Monday through Thursday.

Cases needing more follow-up investigative work than a patrol deputy can provide are referred to Detectives at the Jurupa Valley Station. Clerical support, crime analysis, forensics and property needs are met through the Jurupa Valley Station which also provides supervision of patrol staff when the Norco sergeants are not available.

Norco Citizen's Patrol volunteers work at least one 4-hour patrol shift per week, direct traffic at collision scenes, handle security at crime scenes, conduct vacation checks and business checks all of which enables deputies to devote more time to investigating serious crime and arresting violators.

**City of Norco, California
Sheriff's Department
Budget Summary By Major Categories**

<i>Expenditures:</i>	<i>FY 2014 Actual</i>	<i>FY 2015 Amended Budget</i>	<i>FY 2015 Estimated Year-End Total</i>	<i>FY 2016 Budget Request</i>
Salaries and Benefits	\$ 121,754	106,236	115,708	112,203
Employee Related Expenditures	2,812	4,220	4,220	4,220
Supplies and Services	13,316	12,562	12,562	12,562
Maintenance and Rentals	2,011	2,425	2,425	2,425
Operations and Utilities	4,431	4,419	4,419	4,419
Contractual and Professional Services	4,330,546	4,734,360	4,734,360	4,995,113
Miscellaneous	6,246	5,917	5,917	5,917
CRA Programs	-	-	-	-
Internal Service Fund Charges	36,259	20,400	20,400	24,551
Capital Outlay	-	-	-	-
Transfers	-	-	-	-
<i>Total Expenditures</i>	<i>\$ 4,517,376</i>	<i>4,890,539</i>	<i>4,900,011</i>	<i>5,161,410</i>

<i>Funding Sources:</i>	<i>FY 2014 Actual</i>	<i>FY 2015 Amended Budget</i>	<i>FY 2015 Estimated Year-End Total</i>	<i>FY 2016 Budget Request</i>
General Fund	\$ 4,394,460	4,790,539	4,800,011	5,061,410
Water Fund	-	-	-	-
Sewer Fund	-	-	-	-
Gas Tax Fund	-	-	-	-
NPDES Storm Drainage Fund	-	-	-	-
Internal Service Fund	-	-	-	-
Redevelopment Funds	-	-	-	-
Grant Funds	122,916	100,000	100,000	100,000
<i>Total Funding Sources</i>	<i>\$ 4,517,376</i>	<i>4,890,539</i>	<i>4,900,011</i>	<i>5,161,410</i>

City of Norco, California
Law Enforcement Division 772, General Fund
Budget Detail By Line Item

Account Number	Account Description	FY 2014 Actual	FY 2015 Amended Budget	FY 2015 Estimated Year-End Total	FY 2016 Budget Request
<u>Salaries and Benefits</u>					
30100	Salaries, Full Time	\$ 48,520	49,287	49,277	51,008
30105	Salaries, Part Time	19,141	24,500	18,332	24,500
30201	PERS Employer UAL	-	-	-	13,135
30200	PERS Retirement	13,294	14,691	14,717	6,273
30205	Employee Group Insurance	13,254	13,935	13,517	13,439
30215	Medical Savings Account	241	240	240	240
30220	FICA/Medicare Insurance	1,002	1,070	980	1,095
30225	Sick leave buy back	542	500	786	500
30230	Annual Vacation Cash Out	1,393	1,400	1,400	1,400
30235	Deferred Compensation	479	613	458	613
	Subtotal - Salaries and Benefits	97,865	106,236	99,708	112,203
<u>Employee Related Expenditures</u>					
30300	Conferences and Meetings	528	970	970	970
30310	Uniforms & Safety Gear	972	1,455	1,455	1,455
30320	Dues, memberships and Subscriptions	54	97	97	97
	Subtotal - Employee Related	1,554	2,522	2,522	2,522
<u>Supplies and Services</u>					
30400	Office Supplies	5,529	5,335	5,335	5,335
30405	Printing & Copies	854	679	679	679
30410	Postage	14	97	97	97
30415	Special Departmental	1,011	970	970	970
30425	Small Tools	3,399	2,910	2,910	2,910
	Subtotal - Supplies and Services	10,807	9,991	9,991	9,991
<u>Maintenance and Rentals</u>					
32100	Office Equipment Maintenance	646	970	970	970
32200	Building and ground maintenance	1,365	1,455	1,455	1,455
	Subtotal - Maintenance & Rentals	2,011	2,425	2,425	2,425
<u>Operations and Utilities</u>					
33100	Utilities	2,813	3,104	3,104	3,104
	Subtotal - Operations & Utilities	2,813	3,104	3,104	3,104
<u>Contractual and Professional Services</u>					
34100	Contractual Services	59,895	97,171	97,171	117,290
34115	Law Enforcement Contract	4,091,751	4,469,582	4,469,582	4,738,479
	Subtotal - Contractual & Professional	4,151,646	4,566,753	4,566,753	4,855,769

City of Norco, California
Law Enforcement Division 772, General Fund
Budget Detail By Line Item

Account Number	Account Description	FY 2014 Actual	FY 2015 Amended Budget	FY 2015 Estimated Year-End Total	FY 2016 Budget Request
Miscellaneous					
35300	Highway Patrol DUI Testing	5,146	4,850	4,850	4,850
	Subtotal - Miscellaneous	5,146	4,850	4,850	4,850
Internal Service Fund Charges					
42100	Vehicle Operations and Maintenance	15,000	7,500	7,500	5,000
42105	Vehicle Replacement Charges	1,959	-	-	6,651
42110	Computing and Comm. Equip Replacement	1,500	1,200	1,200	600
42115	Computing and Communications Operations	9,300	4,700	4,700	4,300
	Subtotal - Internal Service Charges	27,759	13,400	13,400	16,551
	Total Expenditures	\$ 4,299,601	4,709,281	4,702,753	5,007,415

Account Number	Department Generated Revenues	FY 2014 Actual	FY 2015 Amended Budget	FY 2015 Estimated Year-End Total	FY 2016 Budget Request
50160	Public Safety Sales Tax	\$ 272,378	286,322	298,457	278,000
54100	Vehicle Code Fines	56,314	62,380	57,562	57,000
54105	Parking Fines	42,884	49,800	25,625	25,000
54120	Vehicle Impound Fees	24,190	16,000	26,685	24,150
57405	Emergency Response Cost Recovery	-	-	50	-
57620	State Mandated Cost	17,243	-	4,610	19,000
	Total Revenues	\$ 413,008	414,502	412,989	403,150

City of Norco, California
Crossing Guards Division 773, General Fund
Budget Detail By Line Item

Account Number	Account Description	FY 2014 Actual	FY 2015 Amended Budget	FY 2015 Estimated Year-End Total	FY 2016 Budget Request
<u>Contractual and Professional Services</u>					
34100	Contractual Services	\$ 55,984	67,607	67,607	39,344
	Subtotal - Contractual & Professional	55,984	67,607	67,607	39,344
	Total Expenditures	\$ 55,984	67,607	67,607	39,344

Account Number	Department Generated Revenues	FY 2014 Actual	FY 2015 Amended Budget	FY 2015 Estimated Year-End Total	FY 2016 Budget Request
53525	CNUSD Crossing Guards Reimbursement	\$ 27,992	33,803	-	-

City of Norco, California
Citizens on Patrol Division 774, General Fund
Budget Detail By Line Item

Account Number	Account Description	FY 2014 Actual	FY 2015 Amended Budget	FY 2015 Estimated Year-End Total	FY 2016 Budget Request
<u>Salaries and Benefits</u>					
30245	Workers Compensation	\$ 23,889	-	16,000	-
	Subtotal - Salaries and Benefits	23,889	-	16,000	-
<u>Employee Related Expenditures</u>					
30300	Conferences and Meetings	246	243	243	243
30310	Uniforms & Safety Gear	1,013	1,455	1,455	1,455
	Subtotal - Employee Related	1,259	1,698	1,698	1,698
<u>Supplies and Services</u>					
30400	Office Supplies	-	49	49	49
30410	Postage	107	97	97	97
30415	Special Departmental	853	970	970	970
30425	Small Tools	427	485	485	485
30495	NCP Special Events	1,123	970	970	970
	Subtotal - Supplies and Services	2,510	2,571	2,571	2,571
<u>Operations and Utilities</u>					
33100	Utilities	1,618	1,315	1,315	1,315
	Subtotal - Operations & Utilities	1,618	1,315	1,315	1,315
<u>Miscellaneous</u>					
35275	Volunteer Recognition	1,100	1,067	1,067	1,067
	Subtotal - Miscellaneous	1,100	1,067	1,067	1,067
<u>Internal Service Fund Charges</u>					
42100	Vehicle Operations and Maintenance	8,500	7,000	7,000	8,000
	Subtotal - Internal Service Charges	8,500	7,000	7,000	8,000
	Total Expenditures	\$ 38,875	13,651	29,651	14,651

Account Number	Department Generated Revenues	FY 2014 Actual	FY 2015 Amended Budget	FY 2015 Estimated Year-End Total	FY 2016 Budget Request
57210	NCP Donations	\$ -	-	-	-

City of Norco, California
Sheriff's Department Division 772, Supplemental Law Enforcement
Budget Detail By Line Item

Account Number	Account Description	FY 2014 Actual	FY 2015 Amended Budget	FY 2015 Estimated Year-End Total	FY 2016 Budget Request
<u>Contractual and Professional Services</u>					
34115	Law Enforcement Contract	\$ 100,000	100,000	100,000	100,000
	Subtotal - Contractual & Professional	100,000	100,000	100,000	100,000
	Total Expenditures	\$ 100,000	100,000	100,000	100,000



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City of Norco
Adopted Budget

Fiscal & Support Services

FISCAL & SUPPORT SERVICES

The Fiscal and Support Services Department is responsible for the following functions: accounting and financial reporting, budget administration, human resources administration, information technology, risk management, utility billing, special districts financial administration and cash/ investments management.

The accounting and financial reporting function provides financial management and reporting, payroll, accounts payable, accounts receivable, business licensing, cashiering and general accounting services to the City consistent with professional standards and legal requirements. Through budget administration, the department provides financial support, direction, and oversight to the annual operating and capital budgets. This function also monitors the budgets to ensure compliance to the approved amounts. Human Resources provides support to all City departments in recruiting, benefits administration, labor negotiations, classification and compensation, training and compliance with federal, state and local requirements. Information Technology staff is responsible for the purchase, maintenance and support of computer systems, networks, telephones and related peripherals. Utility Billing performs billing and collections for water, sewer and refuse services. The Department is also responsible for overseeing the City's worker's compensation and general liability insurance programs. The treasury function oversees the investment portfolio, cash flow monitoring, and technical assistance to special assessment and community facilities districts, debt administration and preparation of required reports. The department is also responsible for administering the fiscal affairs of the former Redevelopment Agency's Successor Agency.

Fiscal Year 2015-2016 Goals and Objectives

- Provide leadership in the development of FY 2015-2016 operating and capital improvement program budgets. Prepare award winning Comprehensive Annual Financial Report (CAFR) for the fiscal year ending June 30, 2015.
- Ensure successful completion of all FY 2014-2015 external audits and that resulting audit reports contain no instances of material internal control weaknesses or other audit exceptions of findings.
- Ensure that all legally required Special District (Assessment and Community Facilities Districts) financial and other compliance reports, assessments, disclosures are completed timely and in accordance with applicable laws and bond indentures. Adequately manage CFD delinquencies.
- Continue to provide timely management reports to management and Council to ensure that budgets are adequately monitored and that expenditures are within authorized amounts.
- Continue to administer low cost training to City employees to ensure compliance to rules and regulations, comply with the provisions of the Affordable Healthcare Act, and revise the City's Personnel Rules and Regulations.
- Provide leadership in managing and administering the activities of the Successor Agency. Work with State Department of Finance and Riverside Auditor-Controller to resolve ROPS and other compliance issues.
- Improve the functionality of newly implemented City websites
- Assist in the implementation of "purchased water pass-through" rate adjustment.
- Work with credit rating agencies as necessary to maintain and/or enhance the City's bond ratings.
- Revise the Purchasing Manual to make it more comprehensive and ascertain that all departments are in compliance.
- Monitor the Advanced Metering Infrastructure regularly to maintain the system and check for irregularities.
- Assist with the implementation of mandatory water conservation regulations
- Assist with analysis of options for debt refinancing transactions



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City of Norco
Adopted Budget

Finance & Human Resources

City of Norco, California
Fiscal and Support Services Department
Budget Summary By Major Categories

Expenditures:	FY 2014 Actual	FY 2015 Amended Budget	FY 2015 Estimated Year-End Total	FY 2016 Budget Request
Salaries and Benefits	\$ 1,014,185	982,234	715,293	1,036,211
Employee Related Expenditures	2,616	9,910	4,164	9,910
Supplies and Services	76,669	73,269	64,852	73,005
Maintenance and Rentals	755	480	1,114	930
Operations and Utilities	252	-	-	-
Contractual and Professional Services	122,254	164,854	176,465	186,729
Miscellaneous	-	-	-	-
CRA Programs	-	-	-	-
Internal Service Fund Charges	84,598	86,550	86,516	76,350
Capital Outlay	-	-	-	-
Transfers	-	-	-	-
Total Expenditures	\$ 1,301,328	1,317,297	1,048,403	1,383,135

Funding Sources:	FY 2014 Actual	FY 2015 Amended Budget	FY 2015 Estimated Year-End Total	FY 2016 Budget Request
General Fund	\$ 632,520	620,328	480,127	657,161
Water Fund	360,359	371,887	297,772	382,054
Sewer Fund	308,449	325,082	270,504	343,920
Gas Tax Fund	-	-	-	-
NPDES Storm Drainage Fund	-	-	-	-
Internal Service Fund	-	-	-	-
Total Funding Sources	\$ 1,301,328	1,317,297	1,048,403	1,383,135

City of Norco, California
Fiscal and Support Services Division 706, General Fund
Budget Detail By Line Item

Account Number Account Description	FY 2014 Actual	FY 2015 Amended Budget	FY 2015 Estimated Year-End Total	FY 2016 Budget Request
<u>Salaries and Benefits</u>				
30100 Salaries, Full Time	\$ 361,025	338,825	249,493	355,577
30201 PERS Employer UAL	-	-	-	71,006
30200 PERS Retirement	87,066	86,135	60,615	38,891
30205 Employee Group Insurance	67,218	68,182	53,946	66,791
30210 Vehicle Allowance	3,575	2,880	-	2,880
30212 Cell Phone Stipen	15	360	-	360
30215 Medical Savings Account	755	770	589	770
30220 FICA/Medicare Insurance	5,477	4,913	3,618	5,156
30225 Sick leave buy back	5,150	5,150	4,157	5,150
30230 Annual Vacation Cash Out	5,819	3,000	1,758	3,000
30245 Workers Compensation	207	-	183	-
Subtotal - Salaries and Benefits	536,306	510,215	374,359	549,581
<u>Employee Related Expenditures</u>				
30300 Conferences and Meetings	268	6,950	1,400	6,950
30305 Auto Mileage	216	400	200	400
30320 Dues, Memberships and Subscriptions	2,131	2,560	2,564	2,560
Subtotal - Employee Related	2,616	9,910	4,164	9,910
<u>Supplies and Services</u>				
30400 Office Supplies	1,403	1,500	1,500	1,500
30405 Printing & Copies	483	570	614	680
30410 Postage	2,169	2,350	2,450	2,450
30430 Office Equipment	-	-	211	-
30475 Performance Bonds	1,309	1,309	1,835	1,835
Subtotal - Supplies and Services	5,365	5,729	6,610	6,465
<u>Maintenance and Rentals</u>				
32100 Office Equipment Maintenance	-	-	344	150
Subtotal - Maintenance & Rentals	-	-	344	150
<u>Operations and Utilities</u>				
33100 Utilities	252	-	-	-
Subtotal - Operations & Utilities	252	-	-	-
<u>Contractual and Professional Services</u>				
34100 Contractual Services	14,504	16,586	18,121	17,074
34125 Accounting & Auditing	20,580	23,638	22,313	26,431
Subtotal - Contractual & Professional	35,084	40,224	40,434	43,505

Account Number	Account Description	FY 2014 Actual	FY 2015 Amended Budget	FY 2015 Estimated Year-End Total	FY 2016 Budget Request
<i>Internal Service Fund Charges</i>					
42100	Vehicle Operations and Maintenance	198	250	216	250
42110	Computing and Comm. Equip Replacement	6,400	6,800	6,800	4,000
42115	Computing and Communications Operations	46,300	47,200	47,200	43,300
	<i>Subtotal - Internal Service Charges</i>	52,898	54,250	54,216	47,550
<i>Total Expenditures</i>		\$ 632,520	620,328	480,127	657,161

Account Number	Department Generated Revenues	FY 2014 Actual	FY 2015 Amended Budget	FY 2015 Estimated Year-End Total	FY 2016 Budget Request
50170	Transient Occupancy Taxes	\$ 295,641	365,000	415,000	425,000
50185	Business License	236,403	250,000	250,000	265,000
54200	Investment Earnings	25,175	20,000	25,000	25,000
57150	Refuse Billing Collection	67,664	68,273	64,500	65,500
57155	Penalties	280,570	280,225	265,000	270,000
57700	Business License Renewal Fee	32,368	32,000	35,400	36,000
57701	SB1186 Fee	179	122	100	100
57705	Business License Penalty	18,157	12,000	10,200	10,500
57715	License Processing Fee	32,592	26,000	33,300	33,000
57725	Truck Parking Permit	248	-	1,980	2,000
57730	Yard Sale permits	2,421	2,000	1,900	2,000
57815	Finger Printing	7,049	6,000	6,000	6,000
59250	Overhead to CFDS	116,850	115,705	119,650	122,000
59255	Overhead to ASD	1,974	-	-	-
	Totals	\$ 1,117,290	1,177,325	1,228,030	1,262,100

City of Norco, California
Fiscal and Support Services Division 706, Water Fund
Budget Detail By Line Item

Account Number Account Description	FY 2014 Actual	FY 2015 Amended Budget	FY 2015 Estimated Year-End Total	FY 2016 Budget Request
<u>Salaries and Benefits</u>				
30100 Salaries, Full Time	\$ 173,049	161,896	115,565	167,984
30105 Salaries, Part Time	6,855	6,270	5,293	-
30201 PERS Employer UAL	-	-	-	30,685
30200 PERS Retirement	37,656	40,531	27,167	17,700
30205 Employee Group Insurance	32,837	36,517	26,489	37,701
30210 Vehicle Allowance	1,489	1,200	-	1,200
30212 Cell Phone Stipen	6	150	-	150
30215 Medical Savings Account	277	284	208	284
30220 FICA/Medicare Insurance	2,673	2,438	1,752	2,436
30225 Sick leave buy back	2,409	2,400	1,585	2,400
30230 Annual Vacation Cash Out	2,741	2,500	843	2,500
30235 Deferred Compensation	171	157	132	-
30245 Workers Compensation	18	-	16	-
Subtotal - Salaries and Benefits	260,184	254,343	179,051	263,039
<u>Supplies and Services</u>				
30400 Office Supplies	1,425	2,450	1,500	1,950
30405 Printing	3,919	3,970	3,410	3,970
30410 Postage	30,300	27,350	24,000	27,350
30430 Office Equipment	-	-	211	-
Subtotal - Supplies and Services	35,644	33,770	29,121	33,270
<u>Maintenance and Rentals</u>				
32100 Office Equipment Maintenance	138	-	145	150
32105 Equipment Rental	240	240	240	240
Subtotal - Maintenance & Rentals	378	240	385	390
<u>Contractual and Professional Services</u>				
34100 Contractual Services	20,031	37,733	44,558	46,734
34125 Accounting & Auditing	6,860	7,582	7,157	8,478
34130 Financial Services	16,063	16,619	15,900	15,843
Subtotal - Contractual & Professional	42,954	61,934	67,615	71,055
<u>Internal Service Fund Charges</u>				
42110 Computing and Comm. Equip Replacement	2,700	2,700	2,700	1,300
42115 Computing and Communications Operations	18,500	18,900	18,900	13,000
Subtotal - Internal Service Charges	21,200	21,600	21,600	14,300
Total Expenditures	\$ 360,359	371,887	297,772	382,054

City of Norco, California
Fiscal and Support Services Division 706, Sewer Fund
Budget Detail By Line Item

Account Number Account Description	FY 2014 Actual	FY 2015 Amended Budget	FY 2015 Estimated Year-End Total	FY 2016 Budget Request
<u>Salaries and Benefits</u>				
30100 Salaries, Full Time	\$ 143,896	137,123	103,519	142,346
30105 Salaries, Part Time	6,855	6,270	5,293	-
30201 PERS Employer UAL	-	-	-	25,396
30200 PERS Retirement	30,572	34,308	24,614	14,856
30205 Employee Group Insurance	28,958	32,723	24,370	33,913
30210 Vehicle Allowance	894	720		720
30212 Cell Phone Stipen	4	90		90
30215 Medical Savings Account	202	206	160	206
30220 FICA/Medicare Insurance	2,224	2,079	1,578	2,064
30225 Sick leave buy back	1,878	2,000	1,374	2,000
30230 Annual Vacation Cash Out	2,022	2,000	843	2,000
30235 Deferred Compensation	171	157	132	-
30245 Workers Compensation	18	-	-	-
Subtotal - Salaries and Benefits	217,694	217,676	161,883	223,591
<u>Supplies and Services</u>				
30400 Office Supplies	1,441	2,450	1,500	1,950
30405 Printing	3,919	3,970	3,410	3,970
30410 Postage	30,300	27,350	24,000	27,350
30430 Office Equipment	-	-	211	-
Subtotal - Supplies and Services	35,661	33,770	29,121	33,270
<u>Maintenance and Rentals</u>				
32100 Office Equipment Maintenance	138	-	145	150
32105 Equipment Rental	240	240	240	240
Subtotal - Maintenance & Rentals	378	240	385	390
<u>Contractual and Professional Services</u>				
34100 Contractual Services	20,031	37,733	44,558	47,033
34125 Accounting & Auditing	9,297	7,582	7,157	8,478
34130 Financial Services	14,889	17,381	16,700	16,658
Subtotal - Contractual & Professional	44,217	62,696	68,415	72,169
<u>Internal Service Fund Charges</u>				
42110 Computing and Comm. Equip Replacement	1,200	1,300	1,300	1,500
42115 Computing and Communications Operations	9,300	9,400	9,400	13,000
Subtotal - Internal Service Charges	10,500	10,700	10,700	14,500
Total Expenditures	\$ 308,449	325,082	270,504	343,920



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City of Norco
Adopted Budget

Non Departmental

City of Norco, California
Non-Departmental Division 724
Budget Summary By Major Categories

<u>Expenditures:</u>	<i>FY 2014 Actual</i>	<i>FY 2015 Amended Budget</i>	<i>FY 2015 Estimated Year-End Total</i>	<i>FY 2016 Budget Request</i>
Salaries and Benefits	\$ 24,172	60,550	52,728	103,152
Employee Related Expenditures	32,286	30,800	34,816	35,437
Supplies and Services	983,737	1,023,715	1,037,435	1,103,164
Maintenance and Rentals	-	-	-	-
Operations and Utilities	-	-	-	-
Contractual and Professional Services	118,447	363,261	317,936	163,765
Miscellaneous	44,019	43,916	41,056	44,455
CRA Programs	-	-	-	-
Internal Service Fund Charges	257,275	214,224	214,224	284,531
Capital Outlay	-	-	-	-
Transfers	661,000	150,000	150,000	150,000
Total Expenditures	\$ 2,120,936	1,886,466	1,848,195	1,884,505

<u>Funding Sources:</u>	<i>FY 2014 Actual</i>	<i>FY 2015 Amended Budget</i>	<i>FY 2015 Estimated Year-End Total</i>	<i>FY 2016 Budget Request</i>
General Fund	\$ 2,120,936	1,886,466	1,848,195	1,884,505
Water Fund	-	-	-	-
Sewer Fund	-	-	-	-
Gas Tax Fund	-	-	-	-
NPDES Storm Drainage Fund	-	-	-	-
Internal Service Fund	-	-	-	-
Redevelopment Funds	-	-	-	-
Total Funding Sources	\$ 2,120,936	1,886,466	1,848,195	1,884,505

City of Norco, California
Non-Departmental Division 724, General Fund
Budget Detail By Line Item

Account Number	Account Description	FY 2014 Actual	FY 2015 Amended Budget	FY 2015 Estimated Year-End Total	FY 2016 Budget Request
<u>Salaries and Benefits</u>					
30202	Pension Replacement Benefit	\$ -	-	6,705	3,500
30201	PERS Employer UAL	-	-	-	50,202
30200	PERS Retirement - Survivor Benefit	3,257	3,400	3,360	3,900
30240	Continuous Service Bonus	3,500	2,150	1,350	5,550
30245	Workers Compensation - Cost Containment	9,873	30,000	148	-
30250	Unemployment Claims Payment	7,542	25,000	41,165	40,000
	Subtotal - Salaries and Benefits	24,172	60,550	52,728	103,152
<u>Employee Related Expenditures</u>					
30300	Training, Conferences, Meetings	2,866	3,100	1,300	3,100
30315	Employee Hiring Costs	8,815	6,000	7,458	6,000
30320	Dues, Memberships and Subscriptions	20,605	21,700	26,058	26,337
	Subtotal - Employee Related	32,286	30,800	34,816	35,437
<u>Supplies and Services</u>					
30400	Office Supplies	1,779	1,500	2,100	2,450
30415	Special Departmental	1,730	1,350	1,350	1,350
30440	Advertising and Promotion	2,348	1,000	1,000	3,000
30460	Medical Insurance Administration	3,889	3,900	4,435	4,560
30465	Medical Insurance – Retirees	673,992	715,965	728,550	791,804
30470	Post Employment Ben-GASB45	300,000	300,000	300,000	300,000
	Subtotal - Supplies and Services	983,737	1,023,715	1,037,435	1,103,164
<u>Contractual and Professional Services</u>					
34100	Contractual Services	35,776	219,963	219,963	32,282
34105	Other Professional Services	53,848	115,000	68,000	100,000
34125	Accounting & Auditing	4,000	5,798	5,473	6,483
34130	Bank Fees and Discount Charges	24,824	22,500	24,500	25,000
	Subtotal - Contractual & Professional	118,447	363,261	317,936	163,765
<u>Miscellaneous</u>					
35205	Property Taxes	5,379	5,487	5,387	5,495
35210	Administration Fees-Property Taxes	15,527	16,000	11,636	12,000
35215	Parking Fines Collection Costs	20,738	18,000	20,100	21,120
35270	Community Promotion	581	600	600	600
35280	Employee Recognition	1,793	2,040	2,544	4,310
35315	We-Tip Program Participation	-	789	789	930
35510	Bad Debt Expense	-	1,000	-	-
	Subtotal - Miscellaneous	44,019	43,916	41,056	44,455

City of Norco, California
Non-Departmental Division 724, General Fund
Budget Detail By Line Item

Account Number	Account Description	FY 2014 Actual	FY 2015 Amended Budget	FY 2015 Estimated Year-End Total	FY 2016 Budget Request
<i>Internal Service Fund Charges</i>					
42200	Liability Insurance	136,581	77,754	77,754	140,254
42220	Self Insured Expenses	35,000	33,540	33,540	55,850
42225	Self Insured Settlements	35,000	57,936	57,936	29,800
42230	Excess Workers Comp	50,694	44,994	44,994	58,627
	Subtotal - Internal Service Charges	257,275	214,224	214,224	284,531
<i>Transfers</i>					
44100	Transfers	661,000	150,000	150,000	150,000
	Subtotal - Transfers	661,000	150,000	150,000	150,000
	Total Expenditures	\$ 2,120,936	1,886,466	1,848,195	1,884,505

Account Number	Department Generated Revenues	FY 2014 Actual	FY 2015 Amended Budget	FY 2015 Estimated Year-End Total	FY 2016 Budget Request
57825	Photocopy Charges	\$ 947	200	1,000	1,000
		\$ 947	200	1,000	1,000



2015-16

City of Norco
Adopted Budget

Budget by Funds



2015-16

City of Norco
Adopted Budget

General Fund

City of Norco, California
Projected General Fund Revenue

Account Number		FY 2015 Amended Budget	FY 2015 YTD as of 2/28/15	FY 2015 Estimated Year-End Total	FY 2016 Budget Estimate
Property Taxes					
121-000-50100	Current Secured Taxes	\$ 1,188,000	637,168	1,158,181	1,204,508
121-000-50105	Current Unsecured	53,132	53,133	53,133	53,133
121-000-50115	Homeowner's exemption	14,000	7,908	15,816	15,550
121-000-50120	Prior Years Sec'd & Unsec'd	60,000	22,915	59,000	59,000
121-000-50125	Supplemental Taxes	45,000	9,250	30,830	22,500
121-000-50135	Tax Penalties	4,000	535	800	800
121-000-50140	Tax Increment	160,000	71,789	378,000	310,000
121-000-50132	Administrative Fee Reimbursement	33,763	-	33,763	-
	Total	1,557,895	802,699	1,729,523	1,665,491
Sales Taxes					
121-000-50150	Sales Tax	4,159,140	2,166,306	4,251,000	5,190,715
121-000-50155	In-lieu Sales Tax	1,431,666	726,801	1,409,297	758,131
	Total	5,590,806	2,893,106	5,660,297	5,948,846
Other Taxes					
121-000-50160	Public Safety Sales Tax	286,322	169,051	294,000	302,820
121-000-50165	Property Transfer Tax	115,001	70,124	105,000	100,035
121-000-50170	Transient Occupancy Tax	365,000	218,260	410,000	418,200
121-000-50185	Business Licenses	250,000	241,002	252,000	240,000
121-000-57335	Poultry License Fees	-	43	43	-
	Total	1,016,323	698,479	1,061,043	1,061,055
Franchise Fees					
121-000-52100	Cable TV Franchise	199,280	107,594	215,000	218,000
121-000-52105	Electric Franchise	251,456	-	280,832	258,692
121-000-52110	Gas Franchise	97,284	-	104,226	98,753
121-000-52115	Refuse Franchise	580,000	352,464	599,000	720,000
	Total	1,128,020	460,058	1,199,058	1,295,445
Motor Vehicle License Fees					
121-000-52200	VLF in Excess	11,216	11,216	11,216	11,216
121-000-50130	In Lieu VLF	2,127,316	1,063,658	2,127,316	2,127,316
	Total	2,138,532	1,074,875	2,138,532	2,138,532
Intergovernmental					
121-000-53525	CNUSD - Crossing Guards Reimb	33,803	10,956	10,956	-
121-000-53535	City of Corona	20,000	-	20,000	-
121-000-57620	State and Federal Reimbursement	14,075	19,340	19,340	33,000
	Total	67,878	30,296	50,296	33,000
Fines and Penalties					
121-000-54100	Vehicle Code Fines	62,380	27,260	55,000	62,000
121-000-54105	Parking Citations	49,800	18,450	25,000	25,000
121-000-54110	Municipal Code Violations - A/C	-	11,464	11,464	5,000
121-000-54112	Municipal Code Violations - Code Enforcement	-	9,713	9,713	5,000
121-000-54120	Vehicle Impound Fees	16,000	11,360	22,000	24,150
	Total	128,180	78,247	123,177	121,150
Interest Income/Lease					
121-000-54200	Interest Income	20,000	12,561	20,000	20,000
121-000-54215	Library Lease	33,479	22,929	34,393	2,866
121-000-54220	Communication Site Leases	65,000	41,385	65,000	65,000
121-000-54225	Silver Lakes Rental Income	396,480	206,280	396,480	396,480
	Total	514,959	283,154	515,873	484,346

City of Norco, California
Projected General Fund Revenue

Account Number		FY 2015 Amended Budget	FY 2015 YTD as of 2/28/15	FY 2015 Estimated Year-End Total	FY 2016 Budget Estimate
Community Development Fees					
Planning:					
121-000-55100	Planning Fees - CUP	43,749	39,896	43,749	30,724
121-000-55105	Site Plan (Major/Minor)	18,616	20,239	20,239	13,132
121-000-55110	Variance (Major/Minor)	-	2,824	2,824	-
121-000-55125	Tentative Parcel Map	159	159	159	5,699
121-000-55140	Modifications	810	-	-	-
121-000-55155	Sign Review	3,405	3,598	3,970	2,146
121-000-55165	Special Use Permit	-	78	78	-
121-000-55170	Special Event Permit	2,071	1,850	2,071	1,760
121-000-55195	Publications	3,426	4,189	4,189	4,189
121-000-55200	ABC Letter	142	-	142	284
121-000-55205	Planning Information Letter	575	608	608	585
121-000-55210	Architecture Review	664	659	659	315
121-000-55220	Environmental Impact Reports	1,103	1,508	1,508	2,092
121-000-55235	Landscape Plan Check Review	880	906	906	427
121-000-55265	Appeal	320	320	320	90
Building & Safety:					
121-000-55300	Building Permits	7,000	7,101	9,000	7,000
121-000-55305	Building Permit Fees	147,850	124,749	147,850	164,800
121-000-55310	Plan Check Fees	110,000	78,329	110,000	109,120
121-000-55315	Electrical Permit Fees	27,201	23,804	28,500	27,683
121-000-55320	Plumbing Permit Fees	15,024	10,153	15,024	15,591
121-000-55325	Mechanical Permit Fees	17,000	15,291	18,500	16,785
121-000-55330	Sewer Permit Fees	1,000	600	1,000	1,000
121-000-55335	Special Inspection Fees	4,000	7,615	10,100	5,000
Engineering:					
121-000-55400	Encroachment Fees	35,000	43,986	78,652	51,912
121-000-55405	Grading Permit	3,222	2,043	3,454	3,272
121-000-55410	Grading Plan Check Fees	5,260	4,404	8,784	5,334
121-000-55415	Overload Moving Permit	1,000	720	1,029	1,160
121-000-55420	Final Map Check	18,000	-	-	21,858
121-000-55425	Improvement Plan Check	5,000	-	489	8,791
121-000-55430	Lot Merger Adjustment	3,600	1,059	1,845	4,583
	Total	476,077	396,688	515,649	505,332
Community Services/Recreation					
121-000-55515	Adult Sports	22,300	14,459	22,300	17,000
121-000-55525	Dance-Rainbow	61,085	44,580	63,059	21,400
121-000-55550	Beginning Guitar	-	108	108	-
121-000-55600	Youth Sports	85,027	48,934	80,648	80,000
121-000-55605	Private Youth Sports	9,196	4,598	9,196	9,196
121-000-55615	Wee People/Day Camp	199,255	112,802	170,000	232,031
121-000-55625	Senior Citizen Excursion Fees	1,016	164	1,016	1,070
121-000-55825	Notary & Loan Signing	364	414	364	336
121-000-56210	Taekwon-do	3,607	1,369	3,607	5,720
121-000-56255	Horsemanship	1,262	-	1,262	1,080
121-000-56400	Ingalls Park/North	35,000	23,873	35,000	35,000
121-000-56405	Ingalls Park/South	69,800	48,748	69,800	73,000
121-000-56420	Bleacher Rentals	6,222	6,298	6,222	9,300
121-000-56421	P&R Infrastructure Repair	-	1,779	1,779	-
121-000-56422	Rental Services	39,700	27,548	39,700	45,000
121-000-56440	Outdoor Courts Rental	-	99	99	-
121-000-56423	Rental Facility Insurance	3,800	2,325	3,800	4,000
121-000-56424	Community Room - Fire	1,751	1,475	1,475	1,475
121-000-56425	Community Center	20,553	12,353	18,000	21,000
121-000-56430	Field Lighting	25,000	15,974	25,000	25,000
121-000-56435	Shelter Rental	1,813	1,703	1,813	2,000
121-000-56445	Security Guards	7,400	5,336	7,400	7,500

City of Norco, California
Projected General Fund Revenue

Account Number		FY 2015		FY 2015	FY 2016
		Amended Budget	FY 2015 YTD as of 2/28/15	Estimated Year-End Total	Budget Estimate
121-000-56450	Cleaning Fees	6,500	5,231	6,500	6,550
121-000-56455	Cleaning Fees - Restrooms	970	1,963	1,963	1,500
121-000-56600	Breakfast with Santa	1,000	2,026	2,026	1,000
121-000-56605	Horse Parade	26,086	29,145	29,145	26,638
121-000-56606	July Fourth	3,137	3,137	3,137	-
121-000-56620	Concerts in the Park	8,286	2,424	2,424	8,702
121-000-56625	Day of the Cowboy	4,421	4,242	4,242	9,356
121-000-56626	Horseweek	-	-	3,000	4,392
121-000-56800	Party Partners Donations	1,000	3,558	2,810	2,500
121-000-56810	Senior Special Events	2,000	1,395	1,395	2,000
121-000-56815	Wee People Special Events	2,000	8	8	975
121-000-56900	AC After Hr Call Reimb	1,400	1,230	1,300	1,400
121-000-56902	Parks & Rec After Hours	1,627	1,627	1,627	1,500
121-000-56905	Banner Installation	1,960	490	1,960	1,960
121-000-56910	Parks & Rec Misc Revenue	28,400	22,092	28,400	20,000
	Total	682,938	453,507	651,585	679,581
Other Revenues					
121-000-55185	Fire Permit	18,000	1,759	2,000	3,000
121-000-56426	Film Permit Fees	500	-	-	-
121-000-57150	Refuse Billing & Collection	68,273	37,660	58,000	65,000
121-000-57155	Penalties	280,225	181,907	260,000	280,225
121-000-57210	NCP Donations	-	102	102	-
121-000-57305	Impound Fees	8,100	7,058	8,200	9,000
121-000-57310	Adoption Fees	12,000	7,987	12,000	10,000
121-000-57315	Spay & Neuter Services	22,000	11,755	22,000	22,000
121-000-57320	Animal Shelter Donation	10,000	5,764	9,800	9,000
121-000-57325	Dog Licenses	105,269	83,699	101,538	105,269
121-000-57340	Misc. Animal Control Fees	4,800	6,659	8,000	7,000
121-000-57345	AC Software Maintenance Fee	7,800	7,442	9,000	7,900
121-000-57400	Emergency Medical Subscription	339,000	223,185	336,000	340,000
121-000-57405	Emergency Response Recovery	-	50	50	-
121-000-57415	Ambulance Fines (Restricted)	3,500	6,602	6,602	6,500
121-000-57430	Fire Fees	3,000	193	500	700
121-000-57440	Fire Inspection Fee	78,000	82,908	82,908	82,000
121-000-57445	Fire Plan Check Fees	30,000	11,307	16,000	17,000
121-000-57450	NART	-	552	552	-
121-000-57470	Weed & Lot Clearing	6,000	11,211	12,500	12,500
121-000-57610	Reimbursements	15,000	8,131	15,000	15,000
121-000-57611	WRCOG HERO Program	-	-	-	38,650
121-000-57700	Business License Renewal	32,000	34,831	35,000	33,000
121-000-57701	SB1186 Fee	122	72	100	100
121-000-57705	Business License Penalty	12,000	7,843	8,800	6,500
121-000-57715	License Processing Fees	26,000	26,058	30,000	26,000
121-000-57725	Truck Parking Permits	-	8,532	8,532	2,038
121-000-57730	Yard Sale Permits	2,000	1,027	1,500	1,500
121-000-57815	Finger Printing	6,000	3,612	5,000	5,000
121-000-57825	Public Record Sales	200	732	750	1,000
121-000-57915	Miscellaneous	25,000	46,474	46,474	25,000
	Total	1,114,789	825,109	1,096,908	1,130,882
Overhead/Transfers					
121-000-57600	Overhead Charge Water	362,216	241,503	362,216	362,216
121-000-57600.10	Overhead Charge Sewer	200,000	-	200,000	200,000
121-000-57600.15	Overhead Charge for Senior Program	4,800	-	4,800	4,800
121-000-57601	Administration-Pension & Health	108,258	108,258	108,258	108,258
121-000-57602	Administration-Successor Agency	250,000	250,000	250,000	250,000
121-000-59215	Transfer - Air Quality	1,500	1,500	1,500	1,500
121-000-59220.10	Transfer for Street Damage - Sewer	127,223	-	127,223	127,223
121-000-59220	Transfer for Street Damage - Water	127,223	84,815	127,223	127,223
121-000-59225	Miscellaneous Grants	12,069	-	12,069	12,000

City of Norco, California
Projected General Fund Revenue

Account Number		FY 2015		FY 2015	FY 2016
		Amended Budget	FY 2015 YTD as of 2/28/15	Estimated Year-End Total	Budget Estimate
121-000-59250	Overhead to CFDS	115,705	79,766	115,705	119,650
121-000-59300	Overhead to CIPS	35,000	23,332	35,000	35,000
121-000-57600.20	Overhead to LMDS	45,000	-	45,000	47,279
Total		1,388,994	789,174	1,388,994	1,395,149

Revenue Category	FY 2015		FY 2015	FY 2016
	Amended Budget	FY 2015 YTD as of 2/28/15	Estimated Year-End Total	Budget Estimate
Property Taxes	1,557,895	802,699	1,729,523	1,665,491
Sales Taxes	5,590,806	2,893,106	5,660,297	5,948,846
Other Taxes	1,016,323	698,479	1,061,043	1,061,055
Franchise Fees	1,128,020	460,058	1,199,058	1,295,445
Motor Vehicle in- Lieu Fees	2,138,532	1,074,875	2,138,532	2,138,532
Intergovernmental	67,878	30,296	50,296	33,000
Fines & Penalties	128,180	78,247	123,177	121,150
Interest Income/Lease	514,959	283,154	515,873	484,346
Community Development Fees	476,077	396,688	515,649	505,332
Community Services/Recreation	682,938	453,507	651,585	679,581
Other Revenues	1,114,789	825,109	1,096,908	1,130,882
Overhead/Transfers	1,388,994	789,174	1,388,994	1,395,149
Total	\$ 15,805,391	8,785,391	16,130,935	16,458,809

City of Norco, California
General Fund Expenditures by Division
Fiscal Year 2015 - 2016

Department	Department Number	FY 2014 Actual	FY 2015 Amended Budget	FY 2015 Estimated Year-End Total	FY 2016 Budget Request	Budget to Budget Change
City Council	701	\$ 95,248	100,556	98,826	104,930	4.35%
City Manager	702	40,162	249,326	228,150	257,489	3.27%
City Clerk	704	280,265	242,132	226,172	309,259	27.72%
City Attorney	705	192,809	220,000	220,000	230,000	4.55%
Fiscal and Support Services	706	632,520	620,328	480,127	657,161	5.94%
Special Events	720	50,569	87,372	66,422	64,204	-26.52%
Non Departmental	724	2,120,936	1,886,466	1,848,195	1,884,505	-0.10%
Recreation Services	730	675,832	726,586	714,005	637,995	-12.19%
Youth and Teen	731	211,414	199,503	197,000	318,418	59.61%
Park Maintenance	733	516,840	508,558	509,930	528,336	3.89%
Senior Citizens	735	144,685	167,983	165,195	167,866	-0.07%
Building Maintenance	737	720,198	702,014	737,584	754,683	7.50%
Public Works Inspection	740	33,458	34,796	31,685	36,536	5.00%
Economic Development	745	80,212	133,221	104,044	157,536	18.25%
Planning	750	332,754	325,065	319,663	342,628	5.40%
Code Enforcement	751	87,777	118,317	71,718	89,205	-24.61%
Building & Safety	752	259,264	243,361	229,424	257,900	5.97%
Riverside County Fire	761A	3,202,721	3,462,153	3,421,731	3,753,977	8.43%
Animal Control	765	536,557	591,977	585,327	595,963	0.67%
Police Protection	772	4,299,601	4,709,281	4,702,753	5,007,415	6.33%
Crossing Guards	773	55,984	67,607	67,607	39,344	-41.80%
Citizens Patrol	774	38,875	13,651	29,651	14,651	7.33%
Engineering	800	204,510	177,120	173,557	176,968	-0.09%
Parkway Maintenance	850	51,126	58,693	58,820	70,161	19.54%
Totals		\$ 14,864,317	15,646,066	15,287,586	16,457,130	5.18%

City of Norco, California
General Fund Expenditures by Line Item

Account			FY 2015		
Number	Account Description	FY 2014	FY 2015	FY 2016	
		Actual	Amended	Estimated	
			Budget	Year-End	
				Total	
				Budget	
				Request	
<u>Salaries and Benefits</u>					
30100	Salaries, Full Time	\$ 1,573,654	1,722,283	1,568,364	1,847,655
30105	Salaries, Part Time	526,037.26	489,953	495,420	548,265
30110	Salaries, Overtime	33,772.21	34,835	39,373	25,859
30115	Constant Staffing	26,958.81	91,059	98,077	60,480
30202	Pension Replacement Benefit	-	-	6,705	3,500
30201	PERS Employer UAL	-	-	-	458,745
30200	PERS Retirement	411,045.14	479,059	426,380	213,593
30205	Employee Group Insurance	335,105.84	356,206	335,680	361,102
30210	Vehicle Allowance	22,075.70	22,560	19,592	22,560
30212	Cell Phone Stipend	1,042.50	1,020	1,435	1,620
30215	Medical Savings Account	3,973.20	3,944	3,703	4,184
30220	FICA/Medicare Insurance	32,681.05	33,904	31,820	35,997
30225	Sick leave buy back	22,381.20	22,940	24,011	25,290
30230	Annual Vacation Cash Out	23,960.89	25,030	22,007	26,890
30235	Deferred Compensation	11,501.16	12,385	12,524	13,790
30240	Continuous Service Bonus	3,500.00	2,150	1,350	5,550
30245	Workers Compensation	49,265.24	30,000	51,780	-
30250	Unemployment	7,542.00	25,000	41,165	40,000
30255	Tuition Reimbursement	-	800	-	800
	Subtotal - Salaries and Benefits	3,084,496	3,353,128	3,179,386	3,695,880
<u>Employee Related Expenditures</u>					
30300	Conferences and Meetings	16,106.97	27,303	14,388	25,753
30305	Auto Mileage	216.39	400	200	400
30310	Uniforms & Safety Gear	5,947.69	7,432	7,610	8,092
30315	Employee Hiring Costs	9,014.55	6,000	7,458	6,000
30320	Dues, Memberships and Subscriptions	26,442.58	32,310	34,654	36,469
	Subtotal - Employee Related	57,728	73,445	64,310	76,714
<u>Supplies and Services</u>					
30400	Office Supplies	29,023.77	37,444	36,722	29,054
30405	Printing & Copies	1,801.61	2,059	1,393	1,859
30410	Postage	2,309.66	2,644	2,644	2,744
30415	Special Departmental	64,499.92	71,469	65,009	88,319
30425	Small Tools	8,508.79	4,695	4,471	5,095
30430	Office Equipment (Small Tools)	-	-	211	-
30435	Software Expense	-	3,880	4,148	4,148
30440	Advertising and Promotion	2,367.45	2,100	1,000	3,300
30445	Legal Advertising	4,183.82	3,700	3,300	3,700
30455	Election	40,117.18	-	-	45,000
30460	Medical Insurance Administration	3,888.69	3,900	4,435	4,560
30465	Medical Insurance – Retirees	673,992.03	715,965	728,550	791,804
30470	Post Employment Ben-GASB45	300,000.00	300,000	300,000	300,000
30475	Performance Bonds	1,309.00	1,309	1,835	1,835
30480	Sr. Special Events	2,064.50	2,000	1,920	2,000
30485	Wee People Special Events	1,195.61	975	750	975
30490	Party Partners	8,066.89	11,500	11,500	2,500
30495	NCP Special Events	1,122.52	970	970	970
	Subtotal - Supplies and Services	1,144,451	1,164,610	1,168,858	1,287,863

City of Norco, California
General Fund Expenditures by Line Item

Account			FY 2015	
Number	Account Description	FY 2014	FY 2015	FY 2016
		Actual	Amended	Budget
			Budget	Request
			Total	
<u>Maintenance and Rentals</u>				
32100	Office Equipment Maintenance	645.63	970	1,314
32105	Equipment Rental	498.73	3,031	1,100
32200	Building and ground maintenance	97,821.96	82,655	82,078
32205	Refuse/ Nuisance Abatement	3,101.75	4,800	7,600
32352	Veterans Memorial Maintenance	-	-	3,334
32400	Trail Maintenance	18,009.25	28,500	22,000
	Subtotal - Maintenance & Rentals	120,077	119,956	117,426
<u>Operations and Utilities</u>				
33100	Utilities	308,450.78	311,079	307,079
	Subtotal - Operations & Utilities	308,451	311,079	307,079
<u>Contractual and Professional Services</u>				
34100	Contractual Services	1,236,354.62	1,455,572	1,470,542
34105	Other Professional Services	127,290.58	213,673	115,773
34112	Cal Fire Contract	3,092,479.19	3,383,913	3,355,832
34115	Law Enforcement Contract	4,091,751.02	4,469,582	4,469,582
34125	Accounting & Auditing	24,580.00	29,436	27,786
34130	Financial Services	24,824.03	22,500	24,500
34145	Recreation Instructors	47,141.90	44,951	37,856
34150	Special Events	5,826.81	63,240	15,717
34160	Spay & Neuter	26,059.78	22,000	22,000
	Subtotal - Contractual & Professional	8,676,308	9,704,867	9,539,588
<u>Miscellaneous</u>				
35205	Property Taxes	5,379.40	5,487	5,387
35210	Administration Fees-Property Taxes	15,527.22	16,000	11,636
35215	Parking Fines Collection Costs	20,738.38	18,000	20,100
35270	Community Promotion	581.01	600	600
35275	Volunteer Recognition	1,100.00	1,067	1,067
35280	Employee Recognition	1,792.80	2,040	2,544
35300	Highway Patrol DUI Testing	5,146.48	4,850	4,850
35311	Sixth Street Banner Program	2,430.12	-	-
35315	We-Tip	-	789	789
35510	Bad Debt Expense	-	1,000	-
	Subtotal - Miscellaneous	52,695	49,833	46,973
<u>Internal Service Fund Charges</u>				
42100	Vehicle Operations and Maintenance	96,662.49	83,550	79,816
42105	Vehicle Replacement Charges	51,827.00	74,596	74,596
42110	Computing and Comm. Equip Replacement	39,800.00	41,500	41,500
42115	Computing and Communications Operations	289,678.00	290,278	290,278
42200	Liability Insurance	136,581.00	77,754	77,754
42220	Self Insured Expenses	35,000.00	33,540	33,540
42225	Self Insured Settlements	35,000.00	57,936	57,936
42230	Excess Workers Comp	50,694.00	44,994	44,994
	Subtotal - Internal Service Charges	735,242	704,148	700,414

City of Norco, California
General Fund Expenditures by Line Item

Account Number	Account Description	FY 2014 Actual	FY 2015 Amended Budget	FY 2015 Estimated Year-End Total	FY 2016 Budget Request
<u>Capital Outlay</u>					
41210	Public Projects	23,867.98	2,000	552	3,600
43110	Automotive Equipment	-	13,000	13,000	16,000
	Subtotal - Capital Outlay	<u>23,868</u>	<u>15,000</u>	<u>13,552</u>	<u>19,600</u>
<u>Transfers</u>					
44100	Transfers	661,000	150,000	150,000	150,000
	Subtotal - Transfers	<u>661,000</u>	<u>150,000</u>	<u>150,000</u>	<u>150,000</u>
	Total Expenditures	<u>\$ 14,864,317</u>	<u>15,646,066</u>	<u>15,287,586</u>	<u>16,457,130</u>

City of Norco, California
Projected General Fund Balance
As of June 30, 2016

Audited Fund Balance June 30, 2014	\$ 6,161,449
FY 2015 Estimated Revenues/Transfers In	16,130,935
FY 2015 Estimated Expenditures/Transfers Out	15,287,586
Estimated Fund Balance July 1, 2015	<u>7,004,798</u>
FY 2016 Estimated Revenues/Transfers	16,458,809
FY 2016 Estimated Expenditures/Transfers	16,457,130
Estimated Fund Balance June 30, 2016	<u><u>\$ 7,006,478</u></u>



2015-16

City of Norco
Adopted Budget

Water Fund

City of Norco, California
Water Fund - Summary of Revenues, Expenditures & Working Capital
Fiscal Year 2015 - 2016

Account Number	Description - Revenues	FY 2014 Actual	FY 2015 Amended Budget	FY 2015 Estimated Year-End Total	FY 2016 Budget Request
124-000-54200	Interest Income	\$ 12,464	13,000	13,000	13,000
124-000-57100	Water Tolls - Domestic	8,417,148	8,537,758	7,948,186	8,322,648
124-000-57105	Water Tolls - Irrigation	1,009,223	972,666	1,001,793	985,525
124-000-57115	Energy Pass Thru	88,261	85,685	86,439	86,205
124-000-57125	Bulk Water	30,062	29,000	27,000	27,000
124-000-57130	Reconnection Fee	6,980	7,000	7,200	7,200
124-000-57132	Other Service Fees	204,647	203,268	210,000	207,324
124-000-57915	Miscellaneous	15,996	20,000	16,000	16,000
Total Revenues		\$ 9,784,780	9,868,377	9,309,617	9,664,901

Expenditures:	FY 2014 Actual	FY 2015 Amended Budget	FY 2015 Estimated Year-End Total	FY 2016 Budget Request
Salaries and Benefits	\$ 869,601	1,066,266	899,763	1,103,427
Employee Related Expenditures	13,966	15,000	10,700	15,800
Supplies and Services	192,064	207,270	183,121	205,770
Maintenance and Rentals	175,411	136,550	130,385	148,010
Operations and Utilities	5,644,965	5,866,900	5,544,107	6,135,400
Contractual and Professional Services	259,209	356,354	361,615	379,055
Overhead Charges	362,216	362,216	362,216	362,216
Debt Service	719,611	1,067,272	1,067,272	1,067,485
Internal Service Fund Charges	292,373	196,355	202,355	208,769
Capital Outlay	-	20,000	10,000	30,000
Transfers Out	430,885	427,223	427,223	427,223
Total Expenditures	\$ 8,960,302	9,721,406	9,198,758	10,083,155

Revenues Over (Under) Expenditures	\$ (418,254)
Estimated Working Capital June 30, 2015	957,083
Estimated Working Capital June 30, 2016	<u>\$ 538,830</u>

City of Norco, California
Water Fund, Water Operations
Budget Detail by Line Item

Account			FY 2015	FY 2015	FY 2016
Number	Account Description	FY 2014	Amended	Estimated	Budget
		Actual	Budget	Year-End	Request
				Total	
<u>Salaries and Benefits</u>					
30100	Salaries, Full Time	\$ 308,400	371,795	322,901	369,018
30105	Salaries, Part Time	331	-	-	5,200
30110	Salaries, Overtime	77,294	70,000	55,000	70,000
30201	PERS Employer UAL	-	-	-	77,429
30200	PERS Retirement	82,407	108,454	91,329	39,988
30205	Employee Group Insurance	83,069	98,025	86,052	96,362
30215	Medical Savings Account	205	204	154	108
30220	FICA/Medicare Insurance	4,645	5,311	5,480	6,062
30225	Sick leave buy back	4,068	5,000	4,348	4,500
30230	Annual Vacation Cash Out	3,209	3,200	2,694	3,000
30235	Deferred Compensation	8	-	-	130
30245	Workers Compensation	382	-	18,000	-
	Subtotal - Salaries and Benefits	564,018	661,989	585,958	671,798
<u>Employee Related Expenditures</u>					
30300	Conferences and Meetings	1,755	4,000	1,500	4,000
30310	Uniforms & Safety Gear	8,530	7,000	5,000	7,600
30315	Employee Hiring Costs	17	-	-	-
30320	Dues, Memberships and Subscriptions	3,664	4,000	4,200	4,200
	Subtotal - Employee Related	13,966	15,000	10,700	15,800
<u>Supplies and Services</u>					
30400	Office Supplies	3,101	4,000	2,000	3,000
30415	Special Departmental	102,460	116,500	100,000	116,500
30425	Small Tools	859	3,000	2,000	3,000
30470	Post Employment Ben-GASB45	50,000	50,000	50,000	50,000
	Subtotal - Supplies and Services	156,420	173,500	154,000	172,500
<u>Maintenance and Rentals</u>					
32105	Equipment Rental	3,461	5,000	5,000	5,000
32200	Building and ground maintenance	5,974	6,310	5,000	6,310
32450	Well & Pump Maintenance	165,598	125,000	120,000	136,310
	Subtotal - Maintenance & Rentals	175,033	136,310	130,000	147,620
<u>Operations and Utilities</u>					
33100	Utilities	447,449	546,400	412,000	611,400
33105	Purchased water	4,970,380	5,145,500	4,957,107	5,349,000
33107	Purchase Water Capital	213,097	150,000	150,000	150,000
33115	Chino Pump Tax	14,039	25,000	25,000	25,000
	Subtotal - Operations & Utilities	5,644,965	5,866,900	5,544,107	6,135,400

City of Norco, California
Water Fund, Water Operations
Budget Detail by Line Item

Account			FY 2015	
Number	Account Description	FY 2014	FY 2015	FY 2016
		Actual	Amended	Budget
			Year-End	Request
			Total	
<u>Contractual and Professional Services</u>				
34100	Contractual Services	216,255	294,420	294,000
	Subtotal - Contractual & Professional	216,255	294,420	294,000
<u>Miscellaneous</u>				
35100	Interest Payments	719,611	704,907	704,907
35105	Principal Payments	-	362,365	362,365
35150	Administrative Overhead	362,216	362,216	362,216
	Subtotal - Miscellaneous	1,081,827	1,429,488	1,429,701
<u>Internal Service Fund Charges</u>				
42100	Vehicle Operations and Maintenance	60,600	68,000	68,000
42105	Vehicle Replacement Charges	18,092	25,255	25,255
42110	Computing and Comm. Equip Replacement	2,400	2,600	2,600
42115	Computing and Communications Operations	18,500	18,900	18,900
42220	Self Insured Expenses	-	-	6,000
42225	Self Insured Settlements	171,581	60,000	60,000
	Subtotal - Internal Service Charges	271,173	174,755	180,755
<u>Capital Outlay</u>				
43100	Equipment	-	15,000	10,000
43115	Building Improvements	-	5,000	-
	Subtotal - Capital Outlay	-	20,000	30,000
<u>Transfers</u>				
44100	Transfers	430,885	427,223	427,223
	Subtotal - Transfers	430,885	427,223	427,223
	Total Expenditures	\$ 8,554,544	9,199,585	8,766,231
			9,532,511	

City of Norco, California
Water Fund, Fiscal & Support Services
Budget Detail by Line Item

Account			FY 2015	FY 2015	FY 2016
Number	Account Description	FY 2014	Amended	Estimated	Budget
		Actual	Budget	Year-End	Request
				Total	
<u>Salaries and Benefits</u>					
30100	Salaries, Full Time	\$ 173,049	161,896	115,565	167,984
30105	Salaries, Part Time	6,855	6,270	5,293	-
30201	PERS Employer UAL	-	-	-	30,685
30200	PERS Retirement	37,656	40,531	27,167	17,700
30205	Employee Group Insurance	32,837	36,517	26,489	37,701
30210	Vehicle Allowance	1,489	1,200	-	1,200
30212	Cell Phone Stipend	6	150	-	150
30215	Medical Savings Account	277	284	208	284
30220	FICA/Medicare Insurance	2,673	2,438	1,752	2,436
30225	Sick leave buy back	2,409	2,400	1,585	2,400
30230	Annual Vacation Cash Out	2,741	2,500	843	2,500
30235	Deferred Compensation	171	157	132	-
30245	Workers Compensation	18	-	16	-
	Subtotal - Salaries and Benefits	260,184	254,343	179,051	263,039
<u>Supplies and Services</u>					
30400	Office Supplies	1,425	2,450	1,500	1,950
30405	Printing	3,919	3,970	3,410	3,970
30410	Postage	30,300	27,350	24,000	27,350
	Subtotal - Supplies and Services	35,644	33,770	29,121	33,270
<u>Maintenance and Rentals</u>					
32105	Equipment Rental	240	240	240	240
	Subtotal - Maintenance & Rentals	378	240	385	390
<u>Contractual and Professional Services</u>					
34100	Contractual Services	20,031	37,733	44,558	46,734
34125	Accounting & Auditing	6,860	7,582	7,157	8,478
34130	Financial Services	16,063	16,619	15,900	15,843
	Subtotal - Contractual & Professional	42,954	61,934	67,615	71,055
<u>Internal Service Fund Charges</u>					
42110	Computing and Comm. Equip Replacement	2,700	2,700	2,700	1,300
42115	Computing and Communications Operations	18,500	18,900	18,900	13,000
	Subtotal - Internal Service Charges	21,200	21,600	21,600	14,300
	Total Expenditures	\$ 360,359	371,887	297,772	382,054

City of Norco, California
Water Fund, Engineering Department
Budget Detail by Line Item

Account			FY 2015	FY 2015	FY 2016
Number	Account Description	FY 2014	Amended	Estimated	Budget
		Actual	Budget	Year-End	Request
				Total	
<u>Salaries and Benefits</u>					
30100	Salaries, Full Time	\$ 17,809	63,563	56,841	77,905
30105	Salaries, Part Time	2,035	2,400	-	2,500
30115	Constant Staffing	-	2,922	-	-
30201	PERS Employer UAL	-	-	-	12,632
30200	PERS Retirement	4,289	17,843	13,466	7,832
30205	Employee Group Insurance	2,460	8,516	10,499	7,776
30210	Vehicle Allowance	616	1,920	1,920	1,920
30212	Cell Phone Stipend	72	240	240	240
30215	Medical Savings Account	38	156	135	156
30220	FICA/Medicare Insurance	313	999	824	1,166
30225	Sick leave buy back	290	700	905	700
30230	Annual Vacation Cash Out	362	900	1,176	1,200
30235	Deferred Compensation	-	60	-	63
	Subtotal - Salaries and Benefits	\$ 28,282.10	100,219	86,006	114,091

City of Norco, California
Water Fund, Public Works Inspection
Budget Detail by Line Item

Account Number	Account Description	FY 2014 Actual	FY 2015 Amended Budget	FY 2015 Estimated Year-End Total	FY 2016 Budget Request
<u>Salaries and Benefits</u>					
30100	Salaries, Full Time	\$ 10,685	15,264	13,836	15,798
30201	PERS Employer UAL	-	-	-	4,068
30200	PERS Retirement	2,940	4,550	4,114	1,943
30205	Employee Group Insurance	3,129	3,878	3,723	3,977
30220	FICA/Medicare Insurance	148	221	201	229
30225	Sick leave buy back	215	-	273	275
30230	Annual Vacation Cash Out	-	-	-	75
	Subtotal - Salaries and Benefits	\$ 17,117	23,913	22,147	26,365

**City of Norco, California
Water Fund, City Manager
Budget Detail by Line Item**

Account Number	Account Description	FY 2014 Actual	FY 2015 Amended Budget	FY 2015 Estimated Year-End Total	FY 2016 Budget Request
<u>Salaries and Benefits</u>					
30100	Salaries, Full Time	\$ -	17,457.00	17,868.00	18,067.00
30201	PERS Employer UAL	-	-	-	4,652.22
30200	PERS Retirement	-	5,203.00	5,326.00	2,222.00
30205	Employee Group Insurance	-	1,589.00	1,690.00	1,591.00
30210	Vehicle Allowance	-	600.00	600.00	600.00
30215	Medical Savings Account	-	30.00	30.00	30.00
30220	FICA/Medicare Insurance	-	253.00	259.09	262.00
30225	Sick leave buy back	-	200.00	328.00	200.00
30230	Annual Vacation Cash Out	-	470.00	501.00	510.00
	Subtotal - Salaries and Benefits	-	25,802	26,602	28,134
	Total Expenditures	\$ -	25,802	26,602	28,134



2015-16

City of Norco
Adopted Budget

Sewer Fund

City of Norco, California
Sewer Fund - Summary of Revenues, Expenditures & Working Capital
Fiscal Year 2015 - 2016

Account Number	Description- Revenues	FY 2014 Actual	FY 2015 Amended Budget	FY 2015 Estimated Year-End Total	FY 2016 Budget Request
126-000-54200	Interest Income	\$ 33,941	20,500	19,200	19,200
126-000-57145	Sewer Service Charges	5,519,100	5,476,556	5,476,357	6,130,313
126-000-57915	Miscellaneous Revenue	1,165	500	1,000	1,000
126-000-53535	City of Corona	-	-		365,248
	Total Revenues	\$ 5,554,206	5,497,556	5,496,557	6,515,761

Expenditures:	FY 2014 Actual	FY 2015 Amended Budget	FY 2015 Estimated Year-End Total	FY 2016 Budget Request
Salaries and Benefits	\$ 531,278	686,543	586,160	688,961
Employee Related Expenditures	1,318	2,350	2,800	4,060
Supplies and Services	89,003	95,770	87,921	95,270
Maintenance and Rentals	16,747	22,240	32,385	22,390
Operations and Utilities	33,720	41,500	25,000	41,000
Contractual and Professional Services	1,698,619	1,914,930	1,722,818	2,297,715
Overhead Charges	200,000	200,000	200,000	200,000
Debt Service	1,254,725	1,795,544	1,795,544	2,156,831
Internal Service Fund Charges	100,292	133,055	108,055	141,079
Capital Outlay	-	15,000	7,500	15,000
Transfers Out	379,914	377,223	377,223	377,223
Total Expenditures	\$ 4,305,616	5,284,155	4,945,406	6,039,529

Revenues Over (Under) Expenditures	\$ 476,232
Estimated Working Capital June 30, 2015	3,094,372
Estimated Working Capital June 30, 2016	\$ 3,570,603

City of Norco, California
Sewer Fund, Sewer Operations
Budget Detail by Line Item

Account			FY 2015	FY 2015	FY 2016
Number	Account Description	FY 2014	Amended	Estimated	Budget
		Actual	Budget	Year-End	Request
				Total	
<u>Salaries and Benefits</u>					
30100	Salaries, Full Time	\$ 146,278	176,909	161,136	164,157
30105	Salaries, Part Time	138	5,614	5,614	7,900
30110	Salaries, Overtime	28,262	30,000	25,000	25,000
30201	PERS Employer UAL	0	-	-	34,155
30200	PERS Retirement	38,839	51,625	42,737	17,689
30205	Employee Group Insurance	40,665	48,227	42,405	42,254
30215	Medical Savings Account	193	192	142	96
30220	FICA/Medicare Insurance	2,069	2,526	2,780	3,033
30225	Sick leave buy back	1,805	2,400	1,844	1,600
30230	Annual Vacation Cash Out	1,238.26	1,300	692	700
30235	Deferred Compensation	3	140	140	198
	Subtotal - Salaries and Benefits	259,626	318,933	289,691	296,781
<u>Employee Related Expenditures</u>					
30300	Conferences and Meetings	-	1,000	200	1,000
30310	Uniforms & Safety Gear	1,301.09	1,200	2,500	2,860
30315	Employee Hiring Costs	16.67	50	-	-
30320	Dues, memberships and Subscriptions	-	100	100	200
	Subtotal - Employee Related	1,318	2,350	2,800	4,060
<u>Supplies and Services</u>					
30400	Office Supplies	159	1,000	200	1,000
30415	Special Departmental	3,018	10,000	8,000	10,000
30425	Small Tools	165	1,000	600	1,000
30470	Post Employment Ben-GASB45	50,000.00	50,000	50,000	50,000
	Subtotal - Supplies and Services	53,342	62,000	58,800	62,000
<u>Maintenance and Rentals</u>					
32105	Equipment Rental	1,514.78	5,000	5,000	5,000
32200	Building and ground maintenance	144	2,000	2,000	2,000
32450	Well & Pump Maintenance	14,710	15,000	25,000	15,000
	Subtotal - Maintenance & Rentals	16,369	22,000	32,000	22,000
<u>Operations and Utilities</u>					
33100	Utilities	33,720	41,500	25,000	41,000
	Subtotal - Operations & Utilities	33,720	41,500	25,000	41,000
<u>Contractual and Professional Services</u>					
34100	Contractual Services	1,654,403	1,852,234	1,654,403	2,225,546
	Subtotal - Contractual & Professional	1,654,403	1,852,234	1,654,403	2,225,546

City of Norco, California
Sewer Fund, Sewer Operations
Budget Detail by Line Item

Account			FY 2015	FY 2015	FY 2016
Number	Account Description	FY 2014	Amended	Estimated	Budget
		Actual	Budget	Year-End	Request
				Total	
<u>Miscellaneous</u>					
35100	Interest Payments	1,254,725	1,234,137	1,234,137	1,212,848
35105	Principal Payments	-	561,407	561,407	943,983
35150	Administrative Overhead	200,000	200,000	200,000	200,000
	Subtotal - Miscellaneous	1,454,725	1,995,544	1,995,544	2,356,831
<u>Internal Service Fund Charges</u>					
42100	Vehicle Operations and Maintenance	56,000	56,000	56,000	52,000
42105	Vehicle Replacement Charges	18,092	25,255	25,255	30,779
42110	Computing and Comm. Equip Replacement	1,800	1,900	1,900	1,500
42115	Computing and Communications Operations	13,900	14,200	14,200	17,300
42225	Self Insured Settlements	-	25,000	-	25,000
	Subtotal - Internal Service Charges	89,792	122,355	97,355	126,579
<u>Capital Outlay</u>					
43100	Equipment	-	7,500	7,500	7,500
43115	Building Improvements	-	7,500	-	7,500
	Subtotal - Capital Outlay	-	15,000	7,500	15,000
<u>Transfers</u>					
44100	Transfers	379,914	377,223	377,223	377,223
	Subtotal - Transfers	379,914	377,223	377,223	377,223
	Total Expenditures	\$ 3,943,209	4,809,139	4,540,316	5,527,020

City of Norco, California
Sewer Fund, Fiscal & Support Services
Budget Detail by Line Item

Account Number Account Description	FY 2014 Actual	FY 2015 Amended Budget	FY 2015 Estimated Year-End Total	FY 2016 Budget Request
<u>Salaries and Benefits</u>				
30100 Salaries, Full Time	\$ 143,896	137,123	103,519	142,346
30105 Salaries, Part Time	6,855.08	6,270	5,293	-
30201 PERS Employer UAL	-	-	-	25,396
30200 PERS Retirement	30,572	34,308	24,614	14,856
30205 Employee Group Insurance	28,958	32,723	24,370	33,913
30210 Vehicle Allowance	894	720	-	720
30212 Cell Phone Stipend	3.75	90	-	90
30215 Medical Savings Account	202	206	160	206
30220 FICA/Medicare Insurance	2,224	2,079	1,578	2,064
30225 Sick leave buy back	1,878	2,000	1,374	2,000
30230 Annual Vacation Cash Out	2,021.55	2,000	843	2,000
30235 Deferred Compensation	171.35	157	132	-
30245 Workers Compensation	18	-	-	-
Subtotal - Salaries and Benefits	217,694	217,676	161,883	223,591
<u>Supplies and Services</u>				
30400 Office Supplies	1,441	2,450	1,500	1,950
30405 Printing	3,919	3,970	3,410	3,970
30410 Postage	30,300	27,350	24,000	27,350
Subtotal - Supplies and Services	35,661	33,770	29,121	33,270
<u>Maintenance and Rentals</u>				
32105 Equipment Rental	240	240	240	240
Subtotal - Maintenance & Rentals	378	240	385	390
<u>Contractual and Professional Services</u>				
34100 Contractual Services	20,031.26	37,733	44,558	47,033
34125 Accounting & Auditing	9,297	7,582	7,157	8,478
34130 Financial Services	14,889	17,381	16,700	16,658
Subtotal - Contractual & Professional	44,217	62,696	68,415	72,169
<u>Internal Service Fund Charges</u>				
42110 Computing and Comm. Equip Replacement	1,200	1,300	1,300	1,500
42115 Computing and Communications Operations	9,300	9,400	9,400	13,000
Subtotal - Internal Service Charges	10,500	10,700	10,700	14,500
Total Expenditures	\$ 308,449	325,082	270,504	343,920

City of Norco, California
Sewer Fund, Engineering Department
Budget Detail by Line Item

Account		FY 2015	FY 2015	FY 2015	FY 2016
Number	Account Description	FY 2014	Amended	Estimated	Budget
		Actual	Budget	Year-End	Request
				Total	
<u>Salaries and Benefits</u>					
30100	Salaries, Full Time	\$ 17,809	63,563	56,841	77,905
30105	Salaries, Part Time	2,035	2,400	-	2,500
30115	Constant Staffing	-	2,922	-	-
30201	PERS Employer UAL	-	-	-	12,632
30200	PERS Retirement	4,289	17,843	13,466	7,832
30205	Employee Group Insurance	2,460	8,516	10,499	7,776
30210	Vehicle Allowance	616	1,920	1,920	1,920
30212	Cell Phone Stipend	72	240	240	240
30215	Medical Savings Account	38	156	135	156
30220	FICA/Medicare Insurance	313	999	824	1,166
30225	Sick leave buy back	290	700	905	700
30230	Annual Vacation Cash Out	362	900	1,176	1,200
30235	Deferred Compensation	-	60	-	63
	<i>Subtotal - Salaries and Benefits</i>	\$ 28,281.98	100,219	86,006	114,091

City of Norco, California
Sewer Fund, Public Works Inspection
Budget Detail by Line Item

Account Number	Account Description	FY 2014 Actual	FY 2015 Amended Budget	FY 2015 Estimated Year-End Total	FY 2016 Budget Request
<u>Salaries and Benefits</u>					
30100	Salaries, Full Time	\$ 16,028	15,264	13,705	15,798
30201	PERS Employer UAL	-	-	-	4,068
30200	PERS Retirement	4,410	4,550	4,078	1,943
30205	Employee Group Insurance	4,693	3,878	3,723	3,977
30220	FICA/Medicare Insurance	222	221	199	229
30225	Sick leave buy back	322	-	273	275
30230	Annual Vacation Cash Out	-	-	-	75
	Subtotal - Salaries and Benefits	\$ 25,676	23,913	21,978	26,365

**City of Norco, California
Sewer Fund, City Manager
Budget Detail by Line Item**

Account Number	Account Description	FY 2014 Actual	FY 2015 Amended Budget	FY 2015 Estimated Year-End Total	FY 2016 Budget Request
<u>Salaries and Benefits</u>					
30100	Salaries, Full Time	\$ -	17,457	17,868	18,067
30201	PERS Employer UAL	-	-	-	4,652
30200	PERS Retirement	-	5,203	5,326	2,222
30205	Employee Group Insurance	-	1,589	1,690	1,591
30210	Vehicle Allowance	-	600	600	600
30215	Medical Savings Account	-	30	30	30
30220	FICA/Medicare Insurance	-	253	259	262
30225	Sick leave buy back	-	200	328	200
30230	Annual Vacation Cash Out	-	470	501	510
	Subtotal - Salaries and Benefits	-	25,802	26,602	28,134
	Total Expenditures	\$ -	25,802	26,602	28,134



2015-16

City of Norco
Adopted Budget

Gas Tax Fund

City of Norco, California
Gas Tax Fund - Revenues, Expenditures & Fund Balance
Fiscal Year 2015 - 2016

Account Number	Description- Revenues	FY 2014 Actual	FY 2015 Amended Budget	FY 2015 Estimated Year-End Total	FY 2016 Budget Request
133-000-53429	2103 Apportionment	\$ 377,867	366,493	284,285	123,974
133-000-53430	2105 Apportionment	184,465	167,140	203,294	156,371
133-000-53435	2106 Apportionment	91,745	94,567	116,407	85,419
133-000-53440	2107 Apportionment	197,329	228,255	177,462	213,788
133-000-53445	2107.5 Apportionment	6,000	6,000	6,000	6,000
133-000-54200	Interest Income	774	600	1,000	1,000
133-000-57915	Miscellaneous Revenue	770	-	2,727	-
Total Revenues		\$ 858,951	863,055	791,175	586,552
Expenditures:		FY 2014 Actual	FY 2015 Amended Budget	FY 2015 Estimated Year-End Total	FY 2016 Budget Request
	Salaries and Benefits	\$ 172,896	\$ 225,071	214,992	231,761
	Employee Related Expenditures	2,016	3,100	1,000	3,950
	Supplies and Services	47,508	56,800	73,800	42,800
	Maintenance and Rentals	110,659	75,000	75,000	83,000
	Operations and Utilities	89,865	90,300	90,300	91,200
	Contractual and Professional Services	149,341	243,000	243,000	276,000
	Miscellaneous	-	-	-	-
	CRA Programs	-	-	-	-
	Internal Service Fund Charges	-	-	-	-
	Capital Outlay	-	5,000	-	5,000
	Transfers Out	453	-	-	-
	Total Expenditures	\$ 572,739	698,271	698,092	733,711
Revenues Over (Under) Expenditures					\$ (147,159)
Estimated Fund Balance June 30, 2015					961,459
Estimated Fund Balance June 30, 2016					<u>\$ 814,299</u>

City of Norco, California
Gas Tax Fund, Gas Tax Operations
Budget Detail by Line Item

Account Number Account Description	FY 2014 Actual	FY 2015 Amended Budget	FY 2015 Estimated Year-End Total	FY 2016 Budget Request
<u>Salaries and Benefits</u>				
30100 Salaries, Full Time	\$ 87,778	103,756	91,889	100,819
30105 Salaries, Part Time	102	-	-	624
30110 Salaries, Overtime	19,131	15,000	17,000	15,000
30201 PERS Employer UAL	-	-	-	21,903
30200 PERS Retirement	23,432	30,337	25,279	11,129
30205 Employee Group Insurance	25,655	29,243	26,603	27,404
30215 Medical Savings Account	73	-	54	-
30220 FICA/Medicare Insurance	1,260	1,391	1,579	1,718
30225 Sick leave buy back	994	1,500	1,063	1,500
30230 Annual Vacation Cash Out	703	900	502	900
30235 Deferred Compensation	3	-	-	16
Subtotal - Salaries and Benefits	159,130	182,127	175,069	181,013
<u>Employee Related Expenditures</u>				
30300 Conferences and Meetings	-	100	-	100
30310 Uniforms & Safety Gear	1,999	3,000	1,000	3,850
30315 Employee Hiring Costs	17	-	-	-
Subtotal - Employee Related	2,016	3,100	1,000	3,950
<u>Supplies and Services</u>				
30400 Office Supplies	-	100	-	100
30415 Special Departmental	47,360	55,500	73,000	41,500
30425 Small Tools	148	1,200	800	1,200
Subtotal - Supplies and Services	47,508	56,800	73,800	42,800
<u>Maintenance and Rentals</u>				
32300 Traffic Signal Maintenance	110,659	75,000	75,000	83,000
Subtotal - Maintenance & Rentals	110,659	75,000	75,000	83,000
<u>Operations and Utilities</u>				
33100 Utilities	89,865	90,300	90,300	91,200
Subtotal - Operations & Utilities	89,865	90,300	90,300	91,200
<u>Contractual and Professional Services</u>				
34100 Contractual Services	149,341	243,000	243,000	276,000
Subtotal - Contractual & Professional	149,341	243,000	243,000	276,000
<u>Capital Outlay</u>				
43100 Equipment	-	5,000	-	5,000
Subtotal - Capital Outlay	-	5,000	-	5,000
Total Expenditures	\$ 558,973	655,327	658,169	682,963

City of Norco, California
Gas Tax Fund, Public Works Inspection
Budget Detail by Line Item

Account Number	Account Description	FY 2014 Actual	FY 2015 Amended Budget	FY 2015 Estimated Year-End Total	FY 2016 Budget Request
<u>Salaries and Benefits</u>					
30100	Salaries, Full Time	\$ 3,740	6,106	5,502	6,319
30200	PERS Retirement	1,029	1,820	1,649	777
30205	Employee Group Insurance	1,095	1,551	1,489	1,591
30220	FICA/Medicare Insurance	52	89	80	92
30225	Sick leave buy back	75	-	109	100
30230	Annual Vacation Cash Out	-	-	-	30
	Subtotal - Salaries and Benefits	5,991	9,566	8,829	10,536
	Total Expenditures	\$ 5,991	9,566	8,829	10,536

**City of Norco, California
Gas Tax Fund, Engineering
Budget Detail by Line Item**

Account Number	Account Description	FY 2014 Actual	FY 2015 Amended Budget	FY 2015 Estimated Year-End Total	FY 2016 Budget Request
<u>Salaries and Benefits</u>					
30100	Salaries, Full Time	\$ 5,039	19,501	20,924	29,880
30105	Salaries, Part Time	-	600	-	625
30115	Constant Staffing	-	2,922	-	-
30201	PERS Employer UAL	-	-	-	3,158
30200	PERS Retirement	1,381	5,813	3,855	2,607
30205	Employee Group Insurance	737	2,966	4,917	2,258
30210	Vehicle Allowance	246	480	480	480
30212	Cell Phone Stipend	29	60	60	60
30215	Medical Savings Account	15	54	43	54
30220	FICA/Medicare Insurance	80	334	303	442
30225	Sick leave buy back	104	333	212	333
30230	Annual Vacation Cash Out	145	300	300	300
30235	Deferred Compensation	-	15	-	16
Subtotal - Salaries and Benefits		7,776	33,378	31,094	40,213
Total Expenditures		\$ 7,776	33,378	31,094	40,213



2015-16

City of Norco
Adopted Budget

NPDES - Storm Drain Fund

City of Norco, California
NPDES Storm Drain Fund - Revenues, Expenditures & Fund Balance
Fiscal Year 2015 - 2016

Account Number	Description-Revenues	FY 2014 Actual	FY 2015 Amended Budget	FY 2015	FY 2016
				Estimated Year-End Total	Budget Request
139-000-53125	Tax Assessments	\$ 62,521	63,500	64,134	65,000
139-000-59200	Transfers In	25,000	50,000	50,000	75,000
Total Revenues		\$ 87,521	113,500	114,134	140,000

	FY 2014 Actual	FY 2015 Amended Budget	FY 2015	FY 2016
			Estimated Year-End Total	Budget Request
Expenditures:				
Salaries and Benefits	\$ 42,414	49,169	39,330	73,363
Employee Related Expenditures	-	100	-	100
Supplies and Services	121	250	1,875	200
Maintenance and Rentals	-	-	-	-
Operations and Utilities	-	-	-	-
Contractual and Professional Services	64,167	69,726	69,726	85,027
Miscellaneous	-	-	-	-
CRA Programs	-	-	-	-
Internal Service Fund Charges	-	-	-	-
Capital Outlay	-	500	-	-
Transfers Out	277	-	-	-
Total Expenditures	\$ 106,979	119,745	110,931	158,690
Revenues Over (Under) Expenditures				\$ (18,690)
Estimated Fund Balance June 30, 2015				<u>20,054</u>
Estimated Fund Balance June 30, 2016				<u>\$ 1,365</u>

City of Norco, California
NPDES Fund, Storm Drain Operations
Budget Detail by Line Item

Account Number	Account Description	FY 2014 Actual	FY 2015 Amended Budget	FY 2015 Estimated Year-End Total	FY 2016 Budget Request
<u>Salaries and Benefits</u>					
30100	Salaries, Full Time	\$ 13,934	18,059	14,438	19,302
30105	Salaries, Part Time	30	-	-	6,757
30110	Salaries, Overtime	4,837	4,000	4,700	4,000
30201	PERS Employer UAL	-	-	-	3,917
30200	PERS Retirement	3,653	5,161	4,193	2,008
30205	Employee Group Insurance	4,217	5,046	4,580	5,665
30220	FICA/Medicare Insurance	282	320	278	436
30225	Sick leave buy back	134	150	163	150
30230	Annual Vacation Cash Out	-	110	-	110
30235	Deferred Compensation	-	-	-	169
30245	Workers Compensation	28	-	2,200	-
	Subtotal - Salaries and Benefits	27,115	32,846	30,552	42,515
<u>Employee Related Expenditures</u>					
30300	Conferences and Meetings	-	100	-	100
	Subtotal - Employee Related	-	100	-	100
<u>Supplies and Services</u>					
30400	Office Supplies	-	50	-	-
30415	Special Departmental	121	200	1,875	200
	Subtotal - Supplies and Services	121	250	1,875	200
<u>Contractual and Professional Services</u>					
34100	Contractual Services	64,167	69,726	69,726	85,027
	Subtotal - Contractual & Professional	64,167	69,726	69,726	85,027
<u>Capital Outlay</u>					
43100	Equipment	-	500	-	-
	Subtotal - Capital Outlay	-	500	-	-
	Total Expenditures	\$ 91,679	103,422	102,153	127,842

City of Norco, California
NPDES Fund, Public Works Inspection
Budget Detail by Line Item

Account			FY 2015	
Number	Account Description	FY 2014	Amended	FY 2016
		Actual	Budget	Budget
			Estimated	Request
			Year-End	
			Total	
<u>Salaries and Benefits</u>				
30100	Salaries, Full Time	\$ 5,343	6,106	6,319
30201	PERS Employer UAL	-	-	1,627
30200	PERS Retirement	1,470	1,820	777
30205	Employee Group Insurance	1,564	1,551	1,591
30220	FICA/Medicare Insurance	74	89	92
30225	Sick leave buy back	107	-	100
30230	Annual Vacation Cash Out	-	-	30
	Subtotal - Salaries and Benefits	\$ 8,558	9,566	10,536

**City of Norco, California
NPDES Fund, Engineering
Budget Detail by Line Item**

Account Number Account Description	FY 2014 Actual	FY 2015 Amended Budget	FY 2015 Estimated Year-End Total	FY 2016 Budget Request
<u>Salaries and Benefits</u>				
30105 Salaries, Part Time	\$ 6,347.64	6,500	-	6,500
30115 Constant Staffing	-	-	-	10,080
30200 PERS Retirement	-	-	-	629
30205 Employee Group Insurance	-	-	-	2,700
30220 FICA/Medicare Insurance	93	94	-	240
30235 Deferred Compensation	160	163	-	163
Subtotal - Salaries and Benefits	\$ 6,600	6,757	-	20,312

City of Norco, California
NPDES Fund, Community Development
Budget Detail by Line Item

Account Number	Account Description	FY 2014 Actual	FY 2015 Amended Budget	FY 2015 Estimated Year-End Total	FY 2016 Budget Request
<u>Salaries and Benefits</u>					
30105	Salaries, Part Time	\$ 141	-	-	-
	Subtotal - Salaries and Benefits	\$ 141	-	-	-



2015-16

City of Norco
Adopted Budget

Miscellaneous Grants

City of Norco, California
Miscellaneous Grant Funds - Revenues, Expenditures & Fund Balance
Fiscal Year 2015- 2016

Account Number	Description- Revenues	FY 2014 Actual	FY 2015 Amended Budget	FY 2015	FY 2016
				Estimated Year-End Total	Budget Request
122-000-53305	Homeland Security Grant	\$ -	16,034	15,946	-
122-000-53500	Riverside County Transp Commission	59,971	60,618	60,000	60,365
162-000-53260	Supplemental Law Enforcement	-	-	100,000	100,000
Total Revenues		\$ 59,971	76,652	175,946	160,365

	FY 2014 Actual	FY 2015 Amended Budget	FY 2015	FY 2016
			Estimated Year-End Total	Budget Request
Expenditures:				
Salaries and Benefits	\$ 43,469.60	44,576	44,860	44,716
Employee Related Expenditures	-	-	-	-
Supplies and Services	-	-	-	-
Operations and Utilities	4,479	4,020	3,118	4,627
Contractual and Professional Services	122,916	100,000	100,000	100,000
Miscellaneous	4,800	4,800	4,800	4,800
Internal Service Charges	7,222	7,222	7,222	6,222
Total Expenditures	\$ 182,887	176,652	175,946	160,365

Revenues Over (Under) Expenditures	\$ -
Estimated Fund Balance June 30, 2015	-
Estimated Fund Balance June 30, 2016	<u>\$ -</u>

**City of Norco, California
Miscellaneous Grant Funds
Budget Detail by Line Item**

Account Number	Account Description	FY 2014 Actual	FY 2015 Amended Budget	FY 2015 Estimated Year-End Total	FY 2016 Budget Request
<u>Salaries and Benefits</u>					
30100	Salaries, Full Time	\$ 29,308	29,896	29,890	28,144
30201	PERS Employer UAL	-	-	-	7,247
30200	PERS Retirement	8,032	8,911	8,926	3,461
30205	Employee Group Insurance	5,620	5,264	5,539	5,395
30215	Medical Savings Account	72	72	72	60
30220	FICA/Medicare Insurance	438	433	433	408
	Subtotal - Salaries and Benefits	43,470	44,576	44,860	44,716
<u>Operations and Utilities</u>					
33100	Utilities	4,479	4,020	3,118	4,627
	Subtotal - Operations & Utilities	4,479	4,020	3,118	4,627
<u>Miscellaneous</u>					
35150	Administrative Overhead	4,800	4,800	4,800	4,800
	Subtotal - Miscellaneous	4,800	4,800	4,800	4,800
<u>Internal Service Fund Charges</u>					
42100	Vehicle Operations and Maintenance	5,000	5,000	5,000	3,500
42115	Computing and Communications Operations	2,222	2,222	2,222	2,722
	Subtotal - Internal Service Charges	7,222	7,222	7,222	6,222
<u>Capital Outlay</u>					
43100	Equipment	-	16,034	15,946	-
	Subtotal - Capital Outlay	-	16,034	15,946	-
	Total Expenditures	\$ 59,971	76,652	75,946	60,365

City of Norco, California
Miscellaneous Grant Funds, Supplemental Law Enforcement
Budget Detail by Line Item

Account Number	Account Description	FY 2014 Actual	FY 2015 Amended Budget	FY 2015 Estimated Year-End Total	FY 2016 Budget Request
<u>Contractual and Professional Services</u>					
34115	Law Enforcement Contract	\$ 100,000	100,000	100,000	100,000
	Subtotal - Contractual & Professional	100,000	100,000	100,000	100,000
	Total Expenditures	\$ 100,000	100,000	100,000	100,000

City of Norco, California
Miscellaneous Grant, Office of Traffic Safety
Budget Detail by Line Item

Account Number	Account Description	FY 2014 Actual	FY 2015 Amended Budget	FY 2015 Estimated Year-End Total	FY 2016 Budget Request
<u>Contractual and Professional Services</u>					
34100	Contractual Services	\$ 411	-	-	-
34115	Law Enforcement Contract	22,505	-	-	-
	Subtotal - Contractual & Professional	22,916	-	-	-
	Total Expenditures	\$ 22,916	-	-	-



2015-16

City of Norco
Adopted Budget

Information Technology
Memo Only

FISCAL & SUPPORT SERVICES

Information Technology Division 135-901

The Information Technology staff is responsible for the purchase, maintenance and support of computer systems and related peripherals. The IT help desk assists all users at the City with computer related problems. The staff is also responsible for the maintenance and support of the telephone system.

City of Norco, California
Data Processing Fund - Revenues, Expenditures & Working Capital - Memo Only
Fiscal Year 2015 - 2016

Account Number	Description - Revenues	FY 2014 Actual	FY 2015 Amended Budget	FY 2015 Estimated Year-End Total	FY 2016 Budget Request
135-000-57625	Charges for Equipment Replacement	\$ 47,900	50,000	5,000	31,000
135-000-57630	Charges for Operations	352,100	353,900	353,900	320,600
135-000-54200	Interest	618	1,500	800	900
135-000-57900	Property Sale	230	130	190	150
135-000-57915	Miscellaneous	496	1,900	-	-
135-000-59200	Transfers In-General Fund	136,000	100,000	100,000	75,000
Total Revenues		\$ 537,344	507,430	459,890	427,650

Expenditures	FY 2014 Actual	FY 2015 Amended Budget	FY 2015 Estimated Year-End Total	FY 2016 Budget Request
Salaries and Benefits	\$ 162,732	207,711	176,057	95,554
Employee Related	515	2,250	346	350
Supplies and Services	44,930	14,350	20,806	14,600
Maintenance and Rentals	21,614	36,113	27,755	35,370
Operations and Utilities	939	600	740	600
Contractual and Professional Services	76,652	95,620	146,500	174,755
Internal Service Fund Charges	65	300	14	300
Miscellaneous	-	-	-	-
Capital Outlay	52,534	45,644	30,710	20,000
Transfers Out	2,293	-	-	-
Total Expenditures	\$ 362,275	402,588	402,928	341,529

Revenues Over (Under) Expenditures	\$ 86,121
Estimated Working Capital June 30, 2015	671,283
Estimated Working Capital June 30, 2016	<u>\$ 757,404</u>

City of Norco, California
Information Technology Division 901, Data Processing Fund 135
Budget Detail by Line Item

Account Number Account Description	FY 2014 Actual	FY 2015 Amended Budget	FY 2015 Estimated Year-End Total	FY 2016 Budget Request
<u>Salaries and Benefits</u>				
30100 Salaries, Full Time	\$ 104,272	139,304	133,913	53,189
30105 Salaries, Part Time	10,148	-	8,110	27,322
30200 PERS Retirement	24,840	29,416	15,975	3,317
30205 Employee Group Insurance	18,814	31,231	15,145	7,475
30212 Cell Phone Stipend	-	600	-	-
30215 Medical Savings Account	241	240	114	-
30220 FICA/Medicare Insurance	1,687	2,020	2,059	1,167
30225 Sick leave buy back	-	1,600	538	600
30230 Annual Vacation Cash Out	2,484	2,500	-	1,000
30235 Deferred Compensation	246	-	203	683
30255 Tuition Reimbursement	-	800	-	800
Subtotal - Salaries and Benefits	162,732	207,711	176,057	95,554
<u>Employee Related Expenditures</u>				
30300 Conferences and Meetings	-	1,500	-	-
30305 Auto Mileage	275	500	106	100
30320 Dues, memberships and Subscriptions	240	250	240	250
Subtotal - Employee Related	515	2,250	346	350
<u>Supplies and Services</u>				
30400 Office Supplies	1,216	100	180	150
30410 Postage	13,052	12,000	12,121	12,000
30425 Small Tools	13	250	-	250
30430 Office Equipment	16,686	-	250	200
30435 Software Expense	13,964	2,000	8,255	2,000
Subtotal - Supplies and Services	44,930	14,350	20,806	14,600
<u>Maintenance and Rentals</u>				
32100 Office Equipment Maintenance	1,440	4,225	1,222	4,190
32105 Equipment Rental	20,174	31,888	26,533	31,180
Subtotal - Maintenance & Rentals	21,614	36,113	27,755	35,370
<u>Operations and Utilities</u>				
33100 Utilities	939	600	740	600
Subtotal - Operations & Utilities	939	600	740	600
<u>Contractual and Professional Services</u>				
34100 Contractual Services	74,838	90,620	109,410	107,155
34105 Other Professional Services	1,814	5,000	37,090	67,600
Subtotal - Contractual & Professional	76,652	95,620	146,500	174,755

City of Norco, California
Information Technology Division 901, Data Processing Fund 135
Budget Detail by Line Item

Account Number	Account Description	FY 2014 Actual	FY 2015 Amended Budget	FY 2015 Estimated Year-End Total	FY 2016 Budget Request
<u>Internal Service Fund Charges</u>					
42100	Vehicle Operations and Maintenance	65	300	14	300
	Subtotal - Internal Service Charges	65	300	14	300
<u>Capital Outlay</u>					
43100	Equipment	52,534	45,644	30,710	20,000
	Subtotal - Capital Outlay	52,534	45,644	30,710	20,000
	Total Expenditures	\$ 362,275	402,588	402,928	341,529



2015-16

City of Norco
Adopted Budget

Vehicle Replacement Fund

City of Norco, California
Vehicle Replacement Internal Service Fund
Estimated Revenues, Expenditures, and Working Capital
Budget Summary by Major Objects

Account Number	Description - Revenues	FY 2014 Actual	FY 2015 Amended Budget	FY 2015 Estimated Year-End Total	FY 2016 Budget Request
128-000-57625	Charges for Vehicle Replacement	\$ 88,011	125,106	125,106	148,998
128-000-57630	Charges for Operations	214,600	206,900	206,900	215,300
128-000-54200	Interest	2,877	-	-	-
Total Revenues		\$ 305,488	332,006	332,006	364,298

Expenditures	FY 2014 Actual	FY 2015 Amended Budget	FY 2015 Estimated Year-End Total	FY 2016 Budget Request
Salaries and Benefits	\$ -	-	-	-
Employee Related	-	-	-	-
Supplies and Services	-	-	-	-
Maintenance and Rentals	-	-	-	-
Operations and Utilities	-	-	-	-
Contractual and Professional Services	-	-	-	-
Miscellaneous	-	-	-	-
Internal Service Charges	246,437	253,300	257,470	261,700
Capital Outlay	-	34,679	58,146	92,000
Transfers Out	-	-	-	-
Total Expenditures	\$ 246,437	287,979	315,616	353,700

Revenues Over (Under) Expenditures	\$ 10,598
Estimated Working Capital June 30, 2015	<u>2,710,798</u>
Estimated Working Capital June 30, 2016	<u><u>\$ 2,721,396</u></u>



2015-16

City of Norco
Adopted Budget

Benefits & Insurance Fund

City of Norco, California
Benefits and Insurance Fund - Revenues, Expenditures & Working Capital - Memo Only
Fiscal Year 2015 - 2016

Account Number	Description - Revenues	FY 2014 Actual	FY 2015 Amended Budget	FY 2015 Estimated Year-End Total	FY 2016 Budget Request
134-000-54200	Interest	\$ 1,628	-	1,950	2,000
134-000-57630	Internal Service Operations	269,662	269,023	269,023	284,531
134-000-59220	Transfers In-Utilities	6,353	-	-	-
134-000-59400	Transfer In-Other	3,024	-	-	-
Total Revenues		\$ 280,666	269,023	270,973	286,531

Expenditures	FY 2014 Actual	FY 2015 Amended Budget	FY 2015 Estimated Year-End Total	FY 2016 Budget Request
Salaries and Benefits	\$ -	-	-	-
Employee Related	-	-	-	-
Supplies and Services	-	-	-	-
Maintenance and Rentals	-	-	-	-
Operations and Utilities	-	-	-	-
Contractual and Professional Services	-	-	-	-
Internal Service Fund Charges	251,930	269,022	200,927	284,531
Miscellaneous	-	-	-	-
Capital Outlay	-	-	-	-
Transfers Out	-	-	-	-
Total Expenditures	\$ 251,930	269,022	200,927	284,531

Revenues Over (Under) Expenditures	\$ 2,000
Estimated Working Capital June 30, 2015	137,098
Estimated Working Capital June 30, 2016	<u>\$ 139,098</u>

City of Norco, California
Benefits and Insurance, Fund 134, Department 724
Budget Detail by Line Item

Account Number	Account Description	FY 2014 Actual	FY 2015 Amended Budget	FY 2015 Estimated Year-End Total	FY 2016 Budget Request
<u>Internal Service Fund Charges</u>					
42200	Liability Insurance	\$ 133,091	132,552	126,597	140,254
42220	Self Insured Expenses	65,472	33,540	24,000	55,850
42225	Self Insured Settlements	5,344	57,936	6,000	29,800
42230	Excess Workers Comp	48,023	44,994	44,330	58,627
	Subtotal - Internal Service Charges	251,930	269,022	200,927	284,531
	Total Expenditures	\$ 251,930	269,022	200,927	284,531



2015-16

City of Norco
Adopted Budget

Redevelopment Obligation
Retirement Fund

City of Norco, California
Redevelopment Obligation Retirement Fund
Budget Summary By Major Categories

Expenditures:	FY 2014 Actual	FY 2015 Amended Budget	FY 2015 Estimated Year-End Total	FY 2016 Budget Request
Salaries and Benefits	\$ -	-	-	-
Employee Related Expenditures	-	-	-	-
Supplies and Services	-	-	-	-
Maintenance and Rentals	-	-	-	-
Operations and Utilities	-	-	-	-
Miscellaneous	358,258	358,258	358,258	358,258
Debt Service	4,846,935	7,200,483	5,743,333	6,919,643
CRA Programs	-	-	-	-
Internal Service Fund Charges	-	-	-	-
Capital Outlay	-	-	-	-
Reimbursements to General Fund	-	-	-	-
Total Expenditures	\$ 5,205,193	7,558,741	6,101,591	7,277,901

Funding Sources:	FY 2014 Actual	FY 2015 Amended Budget	FY 2015 Estimated Year-End Total	FY 2016 Budget Request
General Fund	\$ -	-	-	-
Water Fund	-	-	-	-
Sewer Fund	-	-	-	-
Gas Tax Fund	-	-	-	-
NPDES Storm Drainage Fund	-	-	-	-
Internal Service Fund	-	-	-	-
Redevelopment Funds	5,205,193	7,558,741	6,101,591	7,277,901
Total Funding Sources	\$ 5,205,193	7,558,741	6,101,591	7,277,901

City of Norco, California
Redevelopment Obligation Retirement Fund 017
Budget Detail By Line Item

Account Number	Account Description	FY 2014 Actual	FY 2015 Amended Budget	FY 2015 Estimated Year-End Total	FY 2016 Budget Request
<u>Contractual and Professional Services</u>					
34102	City Services	\$ 358,258	358,258	358,258	358,258
	Subtotal - Contractual & Professional	358,258	358,258	358,258	358,258
<u>Debt Service</u>					
35100	Interest Payments	4,823,201	4,748,654	3,536,726	4,221,506
35105	Principal Payments	-	2,450,000	2,205,000	2,696,308
35115	Bond Discount	22,166	-	-	-
35205	Property Taxes	1,568	1,829	1,607	1,829
	Subtotal - Miscellaneous	4,846,935	7,200,483	5,743,333	6,919,643
	Total Expenditures	\$ 5,205,193	7,558,741	6,101,591	7,277,901

City of Norco, California
Redevelopment Obligation Retirement Fund
Debt Service Schedule

Account Number	Description	FY 2014 Actual	FY 2015 Amended Budget	FY 2015 Estimated Year-End Total	FY 2016 Budget Request
017-5108-35100	2009 School Pass-through Interest	\$ 747,031	740,092	736,274	724,365
017-5108-35105	2009 School Pass-through Principal	-	235,000	235,000	250,000
017-5105-35100	2005 Refunding Tax Allocation Bonds Interest	812,733	810,925	809,992	807,163
017-5105-35105	2005 Refunding Tax Allocation Bonds Principal	-	70,000	70,000	70,000
017-5111-35100	2010 Refunding Tax Allocation Bonds Interest	1,421,606	1,418,406	1,416,948	1,412,165
017-5111-35105	2010 Refunding Tax Allocation Bonds Principal	-	125,000	125,000	140,000
017-5101-35100	2014 Refunding Notes (Pass-through) Interest	651,375.00	638,775	244,561	509,300
017-5101-35105	2014 Refunding Notes (Pass-through) Principal	-	440,000	350,000	425,000
017-5104-35100	2014 Refunding Tax Allocation Bonds Interest	1,190,456.00	1,140,456	328,951	768,513
017-5104-35105	2014 Refunding Tax Allocation Bonds Principal	-	1,580,000	1,425,000	1,650,000
017-5010-35105	SERAF Borrowing Repayment	500,000.00	-	-	161,308
Total CRA Debt Service		\$ 5,323,201	7,198,654	5,741,726	6,917,814



2015-16

City of Norco
Adopted Budget

Landscape Maintenance
Districts (LMD)

City of Norco, California
LMD 1 Division 791, Fund 179
Budget Summary By Major Categories

Expenditures:	FY 2014 Actual	FY 2015 Amended Budget	FY 2015 Estimated Year-End Total	FY 2016 Budget Request
Salaries and Benefits	\$ 1,350	1,484	1,551	2,086
Employee Related Expenditures	-	-	-	-
Supplies and Services	-	-	-	-
Maintenance and Rentals	22	-	-	-
Operations and Utilities	3,486	3,980	3,752	3,939
Contractual and Professional Services	4,569	4,267	3,914	4,040
Miscellaneous	698	1,412	1,424	1,414
CRA Programs	-	-	-	-
Internal Service Fund Charges	-	-	-	-
Capital Outlay	-	-	-	-
Transfers	-	-	-	-
Total Expenditures	\$ 10,125	11,143	10,641	11,479

Funding Sources:	FY 2014 Actual	FY 2015 Amended Budget	FY 2015 Estimated Year-End Total	FY 2016 Budget Request
General Fund	\$ -	-	-	-
Water Fund	-	-	-	-
Sewer Fund	-	-	-	-
Gas Tax Fund	-	-	-	-
NPDES Storm Drainage Fund	-	-	-	-
Internal Service Fund	-	-	-	-
Grants	10,125	11,143	10,641	11,479
Total Funding Sources	\$ 10,125	11,143	10,641	11,479

City of Norco, California
LMD 1 Division 791, Fund 179
Budget Detail By Line Item

Account Number	Account Description	FY 2014 Actual	FY 2015 Amended Budget	FY 2015 Estimated Year-End Total	FY 2016 Budget Request
<u>Salaries and Benefits</u>					
30105	Salaries, Part Time	\$ 739	-	-	-
30110	Salaries, Overtime	8	-	-	-
30106	Salaries, Part Time (32 hour)	334	1,060	1,227	1,411
30201	PERS Employer UAL	-	-	-	145
30200	PERS Retirement	253	274	306	375
30205	Employee Group Insurance	-	135	-	135
30220	FICA/Medicare Insurance	16	15	18	20
	Subtotal - Salaries and Benefits	1,350	1,484	1,551	2,086
<u>Maintenance and Rentals</u>					
32200	Building and ground maintenance	22	-	-	-
	Subtotal - Maintenance & Rentals	22	-	-	-
<u>Operations and Utilities</u>					
33100-10	Water Charges	3,289	3,651	3,400	3,570
33100-20	Electricity Charges	-	172	172	180
33100-30	Telephone Charges	197	157	180	189
	Subtotal - Operations & Utilities	3,486	3,980	3,752	3,939
<u>Contractual and Professional Services</u>					
34100-10	Landscape Maintenance	2,919	2,867	2,514	2,640
34105	Other Professional Services	1,650	1,400	1,400	1,400
	Subtotal - Contractual & Professional	4,569	4,267	3,914	4,040
<u>Miscellaneous</u>					
35150	Administrative Overhead	560	577	577	586
35210	Administration Fees-Property Taxes	138	150	162	170
35512	Operating Contingency	-	685	685	658
	Subtotal - Miscellaneous	698	1,412	1,424	1,414
	Total Expenditures	\$ 10,125	11,143	10,641	11,479

City of Norco, California
LMD 2 Division 792, Fund 176
Budget Summary By Major Categories

Expenditures:	FY 2014 Actual	FY 2015 Amended Budget	FY 2015 Estimated Year-End Total	FY 2016 Budget Request
Salaries and Benefits	\$ 6,747.85	7,420	7,830	10,428
Employee Related Expenditures	-	-	-	-
Supplies and Services	-	-	-	-
Maintenance and Rentals	5,973	5,000	11,272	5,000
Operations and Utilities	54,143	59,096	52,019	55,142
Contractual and Professional Services	39,283	50,797	49,464	53,337
Miscellaneous	7,774	9,140	9,145	8,184
CRA Programs	-	-	-	-
Internal Service Fund Charges	-	-	-	-
Capital Outlay	-	-	-	-
Transfers	-	-	-	-
Total Expenditures	\$ 113,922	131,453	129,730	132,091

Funding Sources:	FY 2014 Actual	FY 2015 Amended Budget	FY 2015 Estimated Year-End Total	FY 2016 Budget Request
General Fund	\$ -	-	-	-
Water Fund	-	-	-	-
Sewer Fund	-	-	-	-
Gas Tax Fund	-	-	-	-
NPDES Storm Drainage Fund	-	-	-	-
Internal Service Fund	-	-	-	-
Grants	113,922	131,453	129,730	132,091
Total Funding Sources	\$ 113,922	131,453	129,730	132,091

City of Norco, California
LMD 2 Division 792, Fund 176
Budget Detail By Line Item

Account Number	Account Description	FY 2014 Actual	FY 2015 Amended Budget	FY 2015 Estimated Year-End Total	FY 2016 Budget Request
<u>Salaries and Benefits</u>					
30105	Salaries, Part Time	\$ 3,693	-	-	-
30110	Salaries, Overtime	40	-	-	-
30106	Salaries, Part Time (32 hour)	1,672	5,300	6,130	7,050
30201	PERS Employer UAL	-	-	-	1,875
30200	PERS Retirement	1,263	1,368	1,610	726
30205	Employee Group Insurance	-	675	-	675
30220	FICA/Medicare Insurance	79	77	90	102
	Subtotal - Salaries and Benefits	6,748	7,420	7,830	10,428
<u>Maintenance and Rentals</u>					
32200	Building and ground maintenance	44	-	4	-
32400	Trail Maintenance	5,929	5,000	11,268	5,000
	Subtotal - Maintenance & Rentals	5,973	5,000	11,272	5,000
<u>Operations and Utilities</u>					
33100-10	Water Charges	48,511	53,104	46,100	48,930
33100-20	Electricity Charges	5,416	5,760	5,700	5,985
33100-30	Telephone Charges	216	232	219	227
	Subtotal - Operations & Utilities	54,143	59,096	52,019	55,142
<u>Contractual and Professional Services</u>					
34100-10	Landscape Maintenance	36,601	39,037	40,755	44,342
34100-30	Wet Lands Area	-	500	500	500
34100-40	Park Maintenance	-	8,760	5,709	5,995
34105	Other Professional Services	2,683	2,500	2,500	2,500
	Subtotal - Contractual & Professional	39,283	50,797	49,464	53,337
<u>Miscellaneous</u>					
35150	Administrative Overhead	7,559	7,786	7,786	7,942
35210	Administration Fees-Property Taxes	215	230	235	242
35512	Operating Contingency	-	1,124	1,124	-
	Subtotal - Miscellaneous	7,774	9,140	9,145	8,184
	Total Expenditures	\$ 113,922	131,453	129,730	132,091

City of Norco, California
LMD 3 Division 793, Fund 177
Budget Summary By Major Categories

Expenditures:	FY 2014 Actual	FY 2015 Amended Budget	FY 2015 Estimated Year-End Total	FY 2016 Budget Request
Salaries and Benefits	\$ 5,398.18	5,935	6,202	8,345
Employee Related Expenditures	-	-	-	-
Supplies and Services	-	-	-	-
Maintenance and Rentals	6,553	5,692	5,551	5,802
Operations and Utilities	34,250	35,101	31,860	33,453
Contractual and Professional Services	30,168	30,230	29,340	30,674
Miscellaneous	5,849	6,579	6,602	6,683
CRA Programs	-	-	-	-
Internal Service Fund Charges	-	-	-	-
Capital Outlay	-	-	-	-
Transfers	-	-	-	-
Total Expenditures	\$ 82,218	83,537	79,555	84,957

Funding Sources:	FY 2014 Actual	FY 2015 Amended Budget	FY 2015 Estimated Year-End Total	FY 2016 Budget Request
General Fund	\$ -	-	-	-
Water Fund	-	-	-	-
Sewer Fund	-	-	-	-
Gas Tax Fund	-	-	-	-
NPDES Storm Drainage Fund	-	-	-	-
Internal Service Fund	-	-	-	-
Grants	82,218	83,537	79,555	84,957
Total Funding Sources	\$ 82,218	83,537	79,555	84,957

City of Norco, California
LMD 3 Division 793, Fund 177
Budget Detail By Line Item

Account Number Account Description	FY 2014 Actual	FY 2015 Amended Budget	FY 2015 Estimated Year-End Total	FY 2016 Budget Request
<u>Salaries and Benefits</u>				
30105 Salaries, Part Time	\$ 2,954.40	-	-	-
30110 Salaries, Overtime	32	-	-	-
30106 Salaries, Part Time (32 hour)	1,338	4,240	4,905	5,641
30201 PERS Employer UAL	-	-	-	1,501
30200 PERS Retirement	1,011	1,094	1,226	581
30205 Employee Group Insurance	-	540	-	540
30220 FICA/Medicare Insurance	63	61	71	82
Subtotal - Salaries and Benefits	5,398	5,935	6,202	8,345
<u>Maintenance and Rentals</u>				
32200 Building and ground maintenance	89	-	25	-
32400 Trail Maintenance	6,464	5,692	5,526	5,802
Subtotal - Maintenance & Rentals	6,553	5,692	5,551	5,802
<u>Operations and Utilities</u>				
33100-10 Water Charges	32,369	32,793	30,000	31,500
33100-20 Electricity Charges	1,823	2,245	1,800	1,890
33100-30 Telephone Charges	58	63	60	63
Subtotal - Operations & Utilities	34,250	35,101	31,860	33,453
<u>Contractual and Professional Services</u>				
34100-10 Landscape Maintenance	28,113	28,230	26,832	28,174
34105 Other Professional Services	2,055	2,000	2,508	2,500
Subtotal - Contractual & Professional	30,168	30,230	29,340	30,674
<u>Miscellaneous</u>				
35150 Administrative Overhead	4,824	4,969	4,969	5,068
35210 Administration Fees-Property Taxes	145	230	253	266
35511 Incidentals	880	-	-	-
35512 Operating Contingency	-	1,380	1,380	1,349
Subtotal - Miscellaneous	5,849	6,579	6,602	6,683
Total Expenditures	\$ 82,218	83,537	79,555	84,957

City of Norco, California
LMD 4 Division 794, Fund 186
Budget Summary By Major Categories

<i>Expenditures:</i>	<i>FY 2014</i>	<i>FY 2015</i>	<i>FY 2015</i>	<i>FY 2016</i>
	<i>Actual</i>	<i>Amended</i>	<i>Estimated</i>	<i>Budget</i>
		<i>Budget</i>	<i>Year-End</i>	<i>Request</i>
			<i>Total</i>	
Salaries and Benefits	\$ 9,447.02	10,388	10,853	14,602
Employee Related Expenditures	-	-	-	-
Supplies and Services	-	-	-	-
Maintenance and Rentals	76,598	78,236	72,400	77,828
Operations and Utilities	152,712	144,973	146,139	134,467
Contractual and Professional Services	137,502	134,162	126,484	139,400
Miscellaneous	29,677	48,193	48,494	31,125
CRA Programs	-	-	-	-
Internal Service Fund Charges	-	-	-	-
Capital Outlay	-	95,000	95,000	95,000
Transfers	-	-	-	-
<i>Total Expenditures</i>	<i>\$ 405,937</i>	<i>510,952</i>	<i>499,370</i>	<i>492,422</i>

<i>Funding Sources:</i>	<i>FY 2014</i>	<i>FY 2015</i>	<i>FY 2015</i>	<i>FY 2016</i>
	<i>Actual</i>	<i>Amended</i>	<i>Estimated</i>	<i>Budget</i>
		<i>Budget</i>	<i>Year-End</i>	<i>Request</i>
			<i>Total</i>	
General Fund	\$ -	-	-	-
Water Fund	-	-	-	-
Sewer Fund	-	-	-	-
Gas Tax Fund	-	-	-	-
NPDES Storm Drainage Fund	-	-	-	-
Internal Service Fund	-	-	-	-
Grants	405,937	510,952	499,370	492,422
<i>Total Funding Sources</i>	<i>\$ 405,937</i>	<i>510,952</i>	<i>499,370</i>	<i>492,422</i>

City of Norco, California
LMD 4 Division 794, Fund 186
Budget Detail By Line Item

Account Number Account Description	FY 2014 Actual	FY 2015 Amended Budget	FY 2015 Estimated Year-End Total	FY 2016 Budget Request
<u>Salaries and Benefits</u>				
30105 Salaries, Part Time	\$ 5,170	-	-	-
30110 Salaries, Overtime	57	-	-	-
30106 Salaries, Part Time (32 hour)	2,341	7,420	8,583	9,871
30201 PERS Employer UAL	-	-	-	2,626
30200 PERS Retirement	1,769	1,915	2,146	1,017
30205 Employee Group Insurance	-	945	-	945
30220 FICA/Medicare Insurance	110	108	124	143
Subtotal - Salaries and Benefits	9,447	10,388	10,853	14,602
<u>Maintenance and Rentals</u>				
32200 Building and ground maintenance	4,906	-	40	-
32400 Trail Maintenance	71,692	73,236	69,360	72,828
32405 Tree Replacement	-	5,000	3,000	5,000
Subtotal - Maintenance & Rentals	76,598	78,236	72,400	77,828
<u>Operations and Utilities</u>				
33100-10 Water Charges	83,726	90,892	75,000	78,750
33100-20 Electricity Charges	68,308	53,417	70,539	55,000
33100-30 Telephone Charges	678	664	600	717
Subtotal - Operations & Utilities	152,712	144,973	146,139	134,467
<u>Contractual and Professional Services</u>				
34100-10 Landscape Maintenance	128,866	114,562	114,084	119,800
34100-20 Natural Open Space	-	11,000	4,800	11,000
34100-30 Wet Lands Area	-	5,000	4,000	5,000
34105 Other Professional Services	8,636	3,600	3,600	3,600
Subtotal - Contractual & Professional	137,502	134,162	126,484	139,400
<u>Miscellaneous</u>				
35150 Administrative Overhead	29,244	30,122	30,423	30,724
35210 Administration Fees-Property Taxes	377	382	382	401
35511 Incidentals	57	-	-	-
35512 Operating Contingency	-	17,689	17,689	-
Subtotal - Miscellaneous	29,677	48,193	48,494	31,125
<u>Capital Outlay</u>				
43130 Land Improvements	-	75,000	75,000	75,000
43180 Storm Sewer Lines	-	20,000	20,000	20,000
Subtotal - Capital Outlay	-	95,000	95,000	95,000
Total Expenditures	\$ 405,937	510,952	499,370	492,422

City of Norco, California
LMD 5 Division 795, Fund 187
Budget Summary By Major Categories

Expenditures:	FY 2014 Actual	FY 2015 Amended Budget	FY 2015 Estimated Year-End Total	FY 2016 Budget Request
Salaries and Benefits	\$ 4,048.85	4,452	4,650	6,257
Employee Related Expenditures	-	-	-	-
Supplies and Services	-	-	-	-
Maintenance and Rentals	6,962	7,150	7,048	7,368
Operations and Utilities	8,116	9,629	8,013	8,456
Contractual and Professional Services	12,877	18,277	16,984	31,668
Miscellaneous	2,942	5,544	7,444	5,561
CRA Programs	-	-	-	-
Internal Service Fund Charges	-	-	-	-
Capital Outlay	-	-	-	-
Transfers	-	-	-	-
Total Expenditures	\$ 34,946	45,052	44,139	59,310

Funding Sources:	FY 2014 Actual	FY 2015 Amended Budget	FY 2015 Estimated Year-End Total	FY 2016 Budget Request
General Fund	\$ -	-	-	-
Water Fund	-	-	-	-
Sewer Fund	-	-	-	-
Gas Tax Fund	-	-	-	-
NPDES Storm Drainage Fund	-	-	-	-
Internal Service Fund	-	-	-	-
Grants	34,946	45,052	44,139	59,310
Total Funding Sources	\$ 34,946	45,052	44,139	59,310

City of Norco, California
LMD 5 Division 795, Fund 187
Budget Detail By Line Item

Account Number	Account Description	FY 2014 Actual	FY 2015 Amended Budget	FY 2015 Estimated Year-End Total	FY 2016 Budget Request
<u>Salaries and Benefits</u>					
30105	Salaries, Part Time	\$ 2,216	-	-	-
30110	Salaries, Overtime	24	-	-	-
30106	Salaries, Part Time (32 hour)	1,003	3,180	3,678	4,230
30201	PERS Employer UAL	-	-	-	1,125
30200	PERS Retirement	758	821	919	436
30205	Employee Group Insurance	-	405	-	405
30220	FICA/Medicare Insurance	47	46	53	61
	Subtotal - Salaries and Benefits	4,049	4,452	4,650	6,257
<u>Maintenance and Rentals</u>					
32200	Building and ground maintenance	22	-	-	-
32400	Trail Maintenance	6,940	7,150	7,048	7,368
	Subtotal - Maintenance & Rentals	6,962	7,150	7,048	7,368
<u>Operations and Utilities</u>					
33100-10	Water Charges	8,049	9,133	7,600	8,000
33100-20	Electricity Charges	-	425	350	390
33100-30	Telephone Charges	66	71	63	66
	Subtotal - Operations & Utilities	8,116	9,629	8,013	8,456
<u>Contractual and Professional Services</u>					
34100-10	Landscape Maintenance	10,257	15,777	14,484	29,168
34105	Other Professional Services	2,620	2,500	2,500	2,500
	Subtotal - Contractual & Professional	12,877	18,277	16,984	31,668
<u>Miscellaneous</u>					
35150	Administrative Overhead	2,813	2,898	4,706	2,956
35210	Administration Fees-Property Taxes	129	139	231	243
35512	Operating Contingency	-	2,507	2,507	2,362
	Subtotal - Miscellaneous	2,942	5,544	7,444	5,561
	Total Expenditures	\$ 34,946	45,052	44,139	59,310

City of Norco, California
LMDS Division 791-5, Fund 179, 176, 177, 186, AND 187
Budget Summary By Major Categories

Expenditures:	FY 2014 Actual	FY 2015 Amended Budget	FY 2015 Estimated Year-End Total	FY 2016 Budget Request
Salaries and Benefits	\$ 26,992	29,679	31,087	41,718
Employee Related Expenditures	-	-	-	-
Supplies and Services	-	-	-	-
Maintenance and Rentals	96,108	96,078	96,271	95,998
Operations and Utilities	252,707	252,779	241,783	235,457
Contractual and Professional Services	224,400	237,733	226,186	259,119
Miscellaneous	46,941	70,868	73,109	52,967
CRA Programs	-	-	-	-
Internal Service Fund Charges	-	-	-	-
Capital Outlay	-	95,000	95,000	95,000
Transfers	-	-	-	-
Total Expenditures	\$ 647,147	782,137	763,436	780,259

Funding Sources:	FY 2014 Actual	FY 2015 Amended Budget	FY 2015 Estimated Year-End Total	FY 2016 Budget Request
General Fund	\$ -	-	-	-
Water Fund	-	-	-	-
Sewer Fund	-	-	-	-
Gas Tax Fund	-	-	-	-
NPDES Storm Drainage Fund	-	-	-	-
Internal Service Fund	-	-	-	-
Grants	647,147	782,137	763,436	780,259
Total Funding Sources	\$ 647,147	782,137	763,436	780,259

City of Norco, California
LMDS Division 791-5, Fund 179, 176, 177, 186, AND 187
Budget Detail By Line Item

Account Number Account Description	FY 2014 Actual	FY 2015 Amended Budget	FY 2015 Estimated Year-End Total	FY 2016 Budget Request
<u>Salaries and Benefits</u>				
30105 Salaries, Part Time	\$ 14,772	-	-	-
30110 Salaries, Overtime	161.67	-	-	-
30115 Constant Staffing	6,688	21,200	24,523	28,203
30201 PERS Employer UAL	-	-	-	7,272
30200 PERS Retirement	5,054.04	5,472	6,207	3,135
30205 Employee Group Insurance	-	2,700	-	2,700
30220 FICA/Medicare Insurance	315.53	307	357	408
Subtotal - Salaries and Benefits	26,992	29,679	31,087	41,718
<u>Maintenance and Rentals</u>				
32200 Building and ground maintenance	5,083.37	-	69	-
32400 Trail Maintenance	91,024.96	91,078	93,202	90,998
32405 Tree Replacement	-	5,000	3,000	5,000
Subtotal - Maintenance & Rentals	96,108	96,078	96,271	95,998
<u>Operations and Utilities</u>				
33100-10 Water Charges	175,944.50	189,573	162,100	170,750
33100-20 Electricity Charges	75,547.13	62,019	78,561	63,445
33100-30 Telephone Charges	1,215.14	1,187	1,122	1,262
Subtotal - Operations & Utilities	252,707	252,779	241,783	235,457
<u>Contractual and Professional Services</u>				
34100-10 Landscape Maintenance	206,755.83	200,473	198,669	224,124
34100-20 Natural Open Space	-	11,000	4,800	11,000
34100-30 Wet Lands Area	-	5,500	4,500	5,500
34100-40 Park Maintenance	-	8,760	5,709	5,995
34105 Other Professional Services	17,643.75	12,000	12,508	12,500
Subtotal - Contractual & Professional	224,400	237,733	226,186	259,119
<u>Miscellaneous</u>				
35150 Administrative Overhead	45,000.00	46,352	48,461	47,276
35210 Administration Fees-Property Taxes	1,004.62	1,131	1,263	1,322
35511 Incidentals	936.62	-	-	-
35512 Operating Contingency	-	23,385	23,385	4,369
Subtotal - Miscellaneous	46,941	70,868	73,109	52,967
<u>Capital Outlay</u>				
43130 Land Improvements	-	75,000	75,000	75,000
43180 Storm Sewer Lines	-	20,000	20,000	20,000
Subtotal - Capital Outlay	-	95,000	95,000	95,000
Total Expenditures	\$ 647,147	782,137	763,436	780,259



2015-16

City of Norco
Adopted Budget

Personnel Authorization

**CITY OF NORCO
PERSONNEL AUTHORIZATION
2004-2005 through 2015-2016**

	2004 -	2005 -	2006 -	2007 -	2008-	2009-	2010-	2011-	2012-	2013-	2014-	2015-
Position Title	2005	2006	2007	2008	2009	2010	2011	2012	2013	2014	2015	2016

CITY COUNCIL & COMMISSIONS

<u>CITY COUNCIL</u>	5	5	5	5	5	5	5	5	5	5	5	5
<u>COMMUNITY SERVICES COMMISSION</u>	5	5	5	5	0	0	0	0	0	0	0	0
<u>PLANNING COMMISSION</u>	5	5	5	5	5	5	5	5	5	5	5	5
<u>HISTORIC PRESERVATION COMMISSION</u>						5	5	5	5	5	5	5
<u>PARKS & RECREATION COMMISSION</u>	5	5	5	5	5	5	5	5	5	5	5	5
<u>STREETS & TRAILS COMMISSION</u>	5	5	5	5	0	0	0	0	0	0	0	0
<u>STREETS, TRAILS & UTILITIES COMMISSION</u>	0	0	0	0	7	7	7	7	7	7	7	7

FULL-TIME POSITIONS

ADMINISTRATION

City Manager	1	1	1	1	1	1	1	1	1	1	1	1
City Clerk/Assistant to the City Manager						1	1	1	1	1	1	1
Deputy City Clerk						1	1	1	1	1	1	1
Executive Secretary	1	0	0	0	0	0	0	0	0	0	0	0
Secretary to the City Manager	0	1	1	1	1	0	0	0	0	0	0	0
Administrative Clerk						1	0	0	0	0	0	0
Sr. Administrative Clerk							1	0	0	0	0	0
Administrative Assistant	1	1	0	0	0	0	0	0	0	0	0	0
To	3	3	2	2	2	4	4	3	3	3	3	3

PLANNING/CODE ENFORCEMENT

Planning Director							1	1	1	1	1	1
Planning Manager					1	1	0	0	0	0	0	0
Senior Planner					1	1	1	1	1	1	1	1
Executive Secretary					1	1	0	0	0	0	0	0
Total	0	0	0	0	3	3	2	2	2	2	2	2

CITY CLERK (moved to ADMINISTRATION)

City Clerk	1	1	1	1	1	0	0	0	0	0	0	0
Deputy City Clerk	1	1	1	0	1	0	0	0	0	0	0	0
Secretary II	0	0	0	1	0	0	0	0	0	0	0	0
Clerk Typist	1	1	1	0	0	0	0	0	0	0	0	0
Administrative Clerk	0	0	0	1	1	0	0	0	0	0	0	0
Total	3	3	3	3	3	0						

FISCAL & SUPPORT SERVICES

Director of Fiscal & Support Services	1	1	1	1	1	0	0	0	0	0	0	0
Director of Finance						1	1	1	1	1	1	0
Finance Officer												1
Executive Secretary	1	1	1	1	1	1	1	1	1	0	0	0
Administrative Analyst										1	1	1
Accounting Manager	1	1	1	1	1	1	1	1	1	1	1	1
Human Resource Analyst	1	1	1	1	1	1	1	1	1	1	1	1

**CITY OF NORCO
PERSONNEL AUTHORIZATION
2004-2005 through 2015-2016**

	2004 -	2005 -	2006 -	2007 -	2008-	2009-	2010-	2011-	2012-	2013-	2014-	2015-
Position Title	2005	2006	2007	2008	2009	2010	2011	2012	2013	2014	2015	2016
Network Administrator	1	1	0	0	0	0	0	0	0	0	0	0
Information Technology Manager	0	0	1	1	1	1	1	1	1	1	1	0
Accountant	1	1	1	1	1	1	1	1	1	1	1	1
Computer Information Systems Technician	1	1	1	0	0	0	0	0	0	0	1	1
I.T. Analyst	0	0	0	1	1	1	1	1	1	1	0	0
Account Clerks	0	0	8	8	8	7	6	6	6	6	6	6
Account Clerk II	4	4	0	0	0	0	0	0	0	0	0	0
Account Clerk I	3	3	0	0	0	0	0	0	0	0	0	0
<u>FISCAL & SUPPORT SERVICES (cont.)</u>												
Office Assistant	1	1	0	0	0	0	0	0	0	0	0	0
Total	15	15	15	15	15	14	13	13	13	13	13	12

PARKS & RECREATION

Deputy City Manager/Director of Parks, Rec & Comm Svcs												1
Director of Parks, Recreation & Community Services	1	1	1	1	1	1	1	1	1	1	1	0
Executive Secretary	1	1	1	1	1	1	1	1	1	1	1	1
Administrative Clerk	1	1	1	1	0	0	0	0	0	0	0	0
Recreation & Community Services Superintendent	1	1	1	1	1	1	1	1	1	1	1	1
Parks & Building Superintendent	1	1	1	1	1	1	0	0	0	0	0	0
Parks & Public Buildings Maintenance Superintendent												1
Parks & Public Buildings Maintenance Supervisor								1	1	1	1	0
Recreation & Community Services Supervisor	2	2	2	3	3	1	1	1	1	1	1	1
Administrative/Facilities Coordinator										1	1	1
Recreation & Community Services Coordinator	2	2	1	0	0	0	0	0	0	0	0	0
Lead Worker	0	0	0	0	0	0	1	0	0	0	0	0
Maintenance Workers	3	3	3	3	2	3	2	1	1	1	1	1
Maintenance Worker Trainee	0	0	0	1	1	0	0	0	0	0	0	0
Bus Driver	0	0	1	1	1	1	1	1	1	1	1	1
Custodian	1	1	0	0	0	0	0	0	0	0	0	0
Total	13	13	12	13	11	9	8	7	7	8	8	8

ECONOMIC DEVELOPMENT

Director of Economic Development	1	1	1	1	1	1	1	0	0	0	0	0
Executive Secretary	-	-	-	-	1	1	1	0	0	0	0	0
Housing Manager	-	-	-	-	1	1	1	1	0	0	0	0
Total					3	3	3	1	0	0	0	0

COMMUNITY DEVELOPMENT (moved to Public Works)

Director of Community Development	1	1	1	1	1	0	0	0	0	0	0	0
Director of Economic Development	1	1	1	1	0	0	0	0	0	0	0	0
Executive Secretary	1	1	1	1	0	0	0	0	0	0	0	0
Senior Planner	1	1	1	1	0	0	0	0	0	0	0	0
Associate Planner	1	1	1	1	0	0	0	0	0	0	0	0
Code Enforcement Officer	1	0	0	0	0	0	0	0	0	0	0	0
City Engineer/Director of Public Works	1	0	0	0	0	0	0	0	0	0	0	0
Deputy City Engineer	1	0	0	0	0	0	0	0	0	0	0	0
Executive Secretary	1	1	0	0	0	0	0	0	0	0	0	0
Assistant Civil Engineer	1	1	0	0	0	0	0	0	0	0	0	0
Associate Civil Engineer	0	0	1	1	0	0	0	0	0	0	0	0
Building Official	1	1	1	1	1	0	0	0	0	0	0	0
Bldg Ops Support Coord/Senior Permit Tech	1	1	1	0	0	0	0	0	0	0	0	0
Permit Technician	2	3	3	3	3	0	0	0	0	0	0	0

**CITY OF NORCO
PERSONNEL AUTHORIZATION
2004-2005 through 2015-2016**

	2004 -	2005 -	2006 -	2007 -	2008-	2009-	2010-	2011-	2012-	2013-	2014-	2015-
Position Title	2005	2006	2007	2008	2009	2010	2011	2012	2013	2014	2015	2016
Plans Examiner Senior Building Inspector	1	1	1	1	1	0	0	0	0	0	0	0
Building Inspector	2	3	3	3	1	0	0	0	0	0	0	0
Total	17	16	15	14	7	0						
<u>FIRE DEPARTMENT</u>												
Fire Chief	1	1	1	1	1	1	0	0	0	0	0	0
Executive Secretary	1	1	1	1	0	0	0	0	0	0	0	0
Account Clerk I	1	0	0	0	0	0	0	0	0	0	0	0
Code Enforcement Officer	0	1	1	1	0	0	0	0	0	0	0	0
Fire Prevention Specialist	1	1	1	1	1	1	1	1	1	0	0	0
Battalion Chief	3	3	3	3	3	2	2	0	0	0	0	0
Fire Captain	6	6	6	6	6	6	6	6	0	0	0	0
Fire Engineer	6	6	6	6	6	6	6	6	0	0	0	0
Firefighter Paramedic	6	10	11	11	11	11	8	6	0	0	0	0
Firefighter	6	2	1	1	1	1	1	0	0	0	0	0
Total	31	31	31	31	29	28	24	19	1	0	0	0
<u>ANIMAL CONTROL</u>												
Animal Control/Equestrian Services Superintenden	1	1	1	1	1	1	1	1	1	1	1	1
Animal Control Supervisor	1	1	1	1	1	1	1	0	0	0	0	0
Secretary II	1	1	1	1	0	0	0	0	0	0	0	0
Administrative/Facilities Coordinator	-	-	-	-	1	1	1	1	1	0	0	0
Kennel Officer	1	1	1	1	1	1	1	0	0	0	0	0
Senior Animal Control Officer									1	1	1	1
Animal Control Officer	1	1	2	2	2	2	2	2	1	1	1	1
Total	5	5	6	6	6	6	6	4	4	3	3	3
<u>SHERIFF</u>												
Executive Secretary	1	1	1	1	1	1	1	1	1	1	1	1
Total	1	1	1	1	1	1	1	1	1	1	1	1
<u>PUBLIC WORKS</u>												
Director of Public Works	0	1	1	1	1	1	1	1	1	1	1	1
Deputy Director of Public Works/Senior Engineer									1	0	0	0
Water and Sewer Utilities Manager										1	0	0
Associate Civil Engineer											1	1
Executive Secretary	1	1	1	1	1	1	1	1	1	1	1	0
Public Works Superintendent	1	0	0	0	0	1	1	1	1	1	1	1
Public Works Supervisor	1	1	1	1	1	0	0	0	0	0	0	0
Inspector II												1
Inspector I	2	2	1	0	0	1	1	1	1	1	1	0
PW/LMD Inspector Supervisor	0	0	0	1	1	1	0	0	0	0	0	0
Lead Worker	-	-	-	-	-	1	1	1	1	1	1	1
Maintenance Workers	5	4	4	6	5	6	8	7	7	5	5	8
Water Quality Control Technician	2	2	1	1	1	1	1	1	1	1	1	1
Meter Technician I	1	1	1	1	1	0	0	0	0	0	0	0
Public Works Trainee	4	5	8	6	6	5	2	3	3	5	5	3
Senior Engineer	-	-	-	-	1	1	1	1	0	0	0	0
Permit Technician	-	-	-	-	3	2	1	1	1	1	1	2
Plans Examiner Senior Building Inspector	-	-	-	-	1	1	0	0	0	0	0	0
Building Inspector					1	1	1	1	1	1	1	1
Total	17	17	18	18	23	23	19	19	19	19	19	20
TOTAL FULL TIME POSITIONS	105	104	104	104	103	91	80	69	50	49	49	49
<u>PART-TIME POSITIONS</u>												

**CITY OF NORCO
PERSONNEL AUTHORIZATION
2004-2005 through 2015-2016**

	2004 -	2005 -	2006 -	2007 -	2008-	2009-	2010-	2011-	2012-	2013-	2014-	2015-
Position Title	2005	2006	2007	2008	2009	2010	2011	2012	2013	2014	2015	2016

TEMPORARY EMPLOYEES

<u>Fire</u>												
Fire Prevention Intern	0	0	0	0	0	0	0	0	0	0	0	0
Total Temporary Employees	0											

32-HOUR PART-TIME EMPLOYEES

<u>Community Development</u>												
Assistant Planner	0	0	1	0	0	0	0	0	0	0	0	0
<u>Public Works</u>												
Permit Technician	0	0	0	0	0	0	0	0	0	1	1	0
Permit Technician	0	0	1	0	0	0	0	0	0	1	0	0
<u>Parks & Recreation</u>												
Recreation&Community Services Specialist	3	3	4	3	3	3	2	2	2	0	0	0
Recreation&Community Services Coordinator								1	1	1	1	1
Irrigation Technician										1	1	1
Maintenance Workers	1	1	1	0	0	0	0	0	0	0	0	0
Volunteer Coordinator	1	1	0	0	0	0	0	0	0	0	0	0
Aquatic Manager	0	0	0	1	0	0	0	0	0	0	0	0
Adult & Youth Sport Specialist	0	0	0	1	1	1	1	0	0	0	0	0
<u>Animal Control</u>												
Kennel Assistant	1	1	2	2	2	2	2	1	1	1	0	0
Administrative Clerk								1	1	1	1	0
Animal Control Officer Trainee	1	1	1	0	0	0	0	1	1	1	1	1
Total 32-Hour Employees	7	7	10	7	6	6	5	6	6	7	5	3

20-HOUR OR LESS PART-TIME

<u>City Clerk</u>												
Clerical Assistant												1
Facilities Maintenance Assistant	0	0	1	1	0	0	0	0	0	0	0	0
Customer Service Specialist	0	0	0	1	0	0	0	0	0	0	0	0
<u>FISCAL & SUPPORT SERVICES</u>												
Account Clerk	0	0	0	0	0	0	1	1	0	2	2	0
<u>Crossing Guards</u>												
Crossing Guard	9	9	10	0	0	0	0	0	0	0	0	0
<u>Parks & Recreation</u>												
Facility Booking Specialist	0	0	2	0	0	0	0	0	0	0	0	0
Sports Technician/Recreation Specialist									1	1	1	1
Clerical/Counter Clerk/Recreation Specialist	0	0	0	2	2	2	3	2	3	2	2	2
Volunteer and Special Events Specialist										1	1	1
Recreation&Community Services Specialist	-	-	-	-	2	2	2	0	2	2	2	3
Recreation&Community Services Leader I, II, III	20	20	38	32	32	32	32	32	32	10	10	10
Recreation&Community Services Aide	10	10	21	31	31	31	31	31	31	20	18	18
Aquatics Manager	1	1	1	0	1	1	1	1	0	0	0	0
Pool Maintenance Manager								1	1	0	0	0
Life Guard III	3	3	3	2	3	3	3	3	0	0	0	0
Life Guard II	8	8	8	12	15	15	15	15	0	0	0	0
Life Guard I	8	8	5	6	9	9	9	9	0	0	0	0
Field Maintenance Worker/Driver	5	5	5	5	5	5	5	4	5	4	4	4
Driver/General Labor Assistant												4
Bus Driver	3	3	3	3	3	1	1	1	0	0	0	0
Maintenance Worker	0	0	0	1	1	0	1	3	4	3	3	0
Nellie Weaver Hall Attendant									2	2	5	5

**CITY OF NORCO
PERSONNEL AUTHORIZATION
2004-2005 through 2015-2016**

	2004 -	2005 -	2006 -	2007 -	2008 -	2009 -	2010 -	2011 -	2012 -	2013 -	2014 -	2015 -
Position Title	2005	2006	2007	2008	2009	2010	2011	2012	2013	2014	2015	2016
<u>Fire Department</u>												
Fire Chief	0	0	0	0	0	0	1	1	0	0	0	0
Battalion Chief								2	0	0	0	0
Code Compliance Officer	0	0	0	1	0	0	0	0	0	0	0	0
Administrative Clerk	0	1	1	1	2	2	1	1	0	0	1	1
Executive Secretary								1	0	0	0	0
<u>Planning/Code Enforcement</u>												
Part-Time Code Compliance Officer	0	0	0	0	0	0	1	1	0	1	1	1
Planning Intern							1	1	1	1	1	1
Executive Secretary							1	1	0	0	0	0
<u>Sheriff</u>												
Community Service Officer								2	2	1	1	1
<u>Community Development</u>												
Minutes Clerk	1	1	1	1	0	0	0	0	0	0	0	0
Part-Time Typing Aide/Admin Clerk	1	0	1	1	1	0	0	0	0	0	0	0
Planning Intern	1	0	1	1	1	0	0	0	0	0	0	0
<u>ADMINISTRATION</u>												
Planning Intern	-	-	-	-	-	1	0	0	0	0	0	0
<u>PUBLIC WORKS</u>												
Director of Public Works									1	1	0	0
Part-Time Typing Aide/Admin Clerk	-	-	-	-	-	1	1	1	1	0	0	0
Clerical Assistant (Permits)							1	1	1	0	0	0
Intern										1	1	1
Counter Tech/Backflow Coordinator												1
Engineering Clerk/Permit Technician												1
Plans Examiner Senior Building Inspector	-	-	-	-	-	-	1	1	0	1	0	0
<u>CRA</u>												
Part-Time Administrative Intern	0	0	1	1	0	0	0	0	0	0	0	0
Part-Time Housing Specialist	1	0	0	0	0	0	0	0	0	0	0	0
<u>Animal Control</u>												
Senior Administrative Clerk												2
Customer Service/Administrative Clerk	-	-	-	-	1	1	1	0	0	2	2	1
Animal Care Technician											2	2
Kennel Attendant/Aide	2	2	0	1	2	3	3	4	4	4	4	5
Total 20-Hour or Less Employees	73	71	102	103	111	109	116	120	91	59	61	65



2015-16

City of Norco
Adopted Budget

Budget Account Descriptions

Budget Account Descriptions
Fiscal year 2015/2016

Object Code	Description	Purpose
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Salaries and Benefits		
30100	Salaries, Full Time	Full time employees salaries including holiday pay, but excluding overtime
30105	Part Time Salaries	Part time employees salaries
30110	Overtime	Payment of overtime
30225	Sick leave buy back	Eligible unused sick leave earned during the year that is paid to employees
30230	Annual Vacation Cash Out	Cash-out of 36 hours of accrued vacation hours on a fiscal-year basis
30115	Constant Staffing	Cost of salaries paid to firefighters when they are called to cover an absence.
30120	FLSA	Fair Labor Standards Act allows workers to earn one and a half times their regular rate after 40 hours of work in a workweek
30125	Strike Team	Five fire engines with four firefighters in each engine and a leader
30130	USAR	Urban Search and Rescue involves the location, rescue and initial medical stabilization of victims trapped in confined spaces.
30200	PERS Retirement	Used for retirement contribution payments to CalPERS (employer and employee share paid by city)
30205	Employee Group Insurance	Medical and life insurance premiums paid by the City for employee benefit
30245	Workers' Compensation	Cost of workers' compensation paid to injured employees
30235	Deferred Compensation	Contractual fringe benefits paid into deferred compensation account for
30250	Unemployment	Cost of unemployment insurance
30220	FICA/Medicare Insurance	City's share of 1.45% Medicare and FICA tax
30210	Vehicle Allowance	Monthly car allowance to executive employees for use of personal car for city business
30212	Cell Phone Stipend	City provides a taxable monthly stipend of \$50 to Council members who choose to use their own phone for City business.
30215	Medical Savings Account	Payment by the city into a flexible spending account for eligible employees
30240	Continuous Service Bonus	Payment to employees for continuous service after 5, 10, 15, and 20 years of service
30255	Tuition Reimbursement	Reimbursement of tuition and/or book expense incurred by employee
42235	Compensated Absences Adjustment	Calculation made yearly reflecting the increase in the accumulated leave bank of all employees by Fund/Department

Employee Related Expenditures		
30300	Conferences and meetings	Work related training, seminars, and meetings
30305	Auto Mileage	Mileage reimbursement to employees for use of their personal autos for City business
30315	Employee Hiring Costs	Costs associated with recruiting and hiring new employees (for Human Resources use only)
30310	Uniforms and Safety Gear	Cost of uniforms and safety gear paid by the City
30320	Dues, Memberships and Subscriptions	Cost of dues to organizations, associations, and subscriptions as authorized.

Supplies and Services		
30450	City Newsletter	All costs associated with publishing and distribution of City and CRA Newsletter (excluding postage)
30455	Elections	Incurred costs for election
30420	Training Supplies	Cost of supplies associated with training in the Fire Department

**Budget Account Descriptions
Fiscal year 2015/2016**

Object Code	Description	Purpose
Supplies and Services (Continued)		
30415	Special Departmental	Cost of services incurred by a department that are unique to a department
30400	Office Supplies	Cost of consumable office supplies
30405	Printing & Copies	Cost of printing, photocopy machine usage, outside printing, and reprographics
30435	Software Expense	Cost of software for the network, personal computers, and other technological equipment
30410	Postage	Metered and non-metered postal delivery costs, including express and courier services.
30445	Legal Advertising	Cost of newspaper publishing of required legal notices
30440	Advertising and promotion	Cost of advertising and promotion not included elsewhere
30425	Small Tools	Cost of hand tools costing less than \$5,000
30430	Office Equipment	Cost of office equipment including furniture costing less than \$5,000
42200	Liability Insurance	Liability insurance premium for the primary and excess liability insurance
42215	Self-Insurance Admin.	Cost of administering the city's self insurance programs (PERMA & SCRMA)
42220	Self Insured Expenses	Expenses related to the self-insurance program including attorney fees, witness fees, investigator fees, and other costs
42225	Self-Insurance Settlements	Cost of liability insurance settlements up to \$125,000 per claim
42230	Excess Workers Comp	Cost of workers' compensation insurance coverage above the City's self insured amount of \$250,000 per case limit.
30460	Medical Insurance Administration	Cost paid to CalPERS to administer retiree and employee medical insurance programs
30465	Medical Insurance – Retirees	Cost of retirees' medical insurance as per MOU
30470	Post Employment Benefits	Cost of providing medical coverage for active and retired employees as an annual required contribution in accordance with GASB 45.
30475	Performance Bonds	Cost of bonding City employees

Maintenance and Rentals		
32205	Weed Abatement	Cost of Weed Abatement services
32450	Well & Pump Maintenance	Cost of repairs and maintenance of water wells and pump
32200	Building and Ground Maintenance	Cost of maintaining city buildings and grounds
32300	Traffic Signal Maintenance	Cost of maintaining city traffic lights
32100	Office Equipment Maintenance	Cost of maintaining office equipment such as typewriters and fax machines
32400	Trail Maintenance	Cost of fence posts, rails, and other trail materials
32105	Equipment Rental	Cost of equipment rented on as needed basis

Operations and Utilities		
33105	Purchased water	Water purchases to supplement city well water
33115	Chino Pump Tax	Tax on the Chino Basin for water replenishment
33100	Utilities	Cost of electricity, telephone, and gas

Budget Account Descriptions
Fiscal year 2015/2016

Object Code	Description	Purpose
Contractual and Professional Services		
34145	Recreation Program Instructors	Cost of services provided by Recreation Program Instructors (Recreation Dept. only)
34100	Contractual Services	Professional services where a contract is negotiated
34115	Law Enforcement Contract	Cost of Riverside County law enforcement contract including overtime
34140	Public Education & Promotion	Cost of spay/neuter and related expenses
34150	Special Events	Contracted services associated with special events.
34125	Accounting & Auditing	Accounting and auditing services provided to the City, usually through Finance Department oversight
34105	Other Professional Services	Cost of professional services that do not require a contract, or are not included elsewhere
34110	Engineering Services	Contracted engineering services.
34130	Financial Services	Financial advisory; analytical and processing fees, including bank and investment charges
34135	CFD/AD Administration	Includes all costs associated with administering the Community Facilities Districts and Assessment Districts

Miscellaneous		
35205	Property Taxes	Payment for property taxes
35200	Lease/Purchase Payments	Payment for the lease of equipment or property
35100	Interest Payments	Interest payment on outstanding debt
35105	Principal Payments	Principal payments on outstanding debt
35125	Pass Through Agreement	Amount deducted as pass through from tax increments receipts
35110	Cost of Issuance	Costs related to the issuance of bonds.
35115	Bond Discount	Underwriters discount on bond issues
35130	Developer Reimbursement Agreement	To record the contribution by developers of infrastructure assets
35155	County Charge	Charges by County for processing, collection, or administration
35150	Administrative Overhead	Administrative costs allocated to other funds from the general fund
35305	Trash Round-up/Recycle (Non-Departmental)	Payments for trash recycle and round-up program
35270	Community Promotion (Non-Departmental)	Cost of promoting the City of Norco
35280	Employee Recognition Program (Non-Departmental)	Provides for the annual employee recognition banquet, annual picnic, service pin and suggestion awards
35265	City Historian	Payments to the City Historian (Non-Departmental)
35275	Volunteer Recognition	Cost associated with coordinating a function to recognize volunteers
35300	Highway Patrol DUI Testing	Cost associated with the testing of individuals driving under the influence by the Highway Patrol
35315	We-Tip (Non-Departmental)	Cost of administering the local We-Tip Program
35250	Beautification Committee (Non-Departmental)	Expenses related to the Beautification Committee
35255	Chamber of Commerce (Non-Departmental)	City support to Norco Chamber of Commerce
35310	Adopt-a-Trail	Citizens are provided the opportunity to adopt a trail and keep it litter free
35350	Senior Recreation /Community Services Leader	Program provides a part-time staff person at the Norco Senior Center to coordinate senior activities and special events for seniors

**Budget Account Descriptions
Fiscal year 2015/2016**

Object Code	Description	Purpose
Miscellaneous (Continued)		
35355	Norco Party Partners	Program provides planned recreational and social activities for developmentally
35400	Reading Club for the Elderly	Program provides extended hours at the County Library, Norco, Branch, for senior citizens
35405	Corona Regional Mobile Medical Program	Program provides medical services and community health outreach by providing free health screenings, nutritional counseling, etc. to seniors.
35500	Loss on Sale of Fixed Assets	Represents loss on sale of an asset
35505	Loss on Sale of Land	Represents loss on sale of land
35515	Depreciation Expense	To record the yearly depreciation amount for all assets

Community Redevelopment Agency Programs		
41215	Fair Housing Programs	Cost of providing Fair Housing services, tenant/landlord mediation services
41255	Sewer Service Assistance	Cost of offering qualified seniors a subsidy on their monthly sewer fees
41220	Infill Housing Program (Land)	Cost of developing substandard lot(s) for the infill housing program
41265	Sewer Grant Program	Cost of providing assistance to qualified homeowners with their annual property sewer tax
41235	Deferred Loan Program	Cost of rehabilitating homes for City of Norco residents
41260	Sewer Loan Program	Cost of lateral hook up to City sewer system
41230	First-Time Home Buyer	Cost of assisting qualified applicants to own their first home
41270	Senior Housing Program	Assisting developers with funding assistance to develop low/moderate senior housing
41205	Relocation Costs	Financial assistance to businesses for relocating
41200	Development Incentives	Assisting private developers with financial incentives for new development

Internal Service Fund Charges		
42100	Vehicle Operations & Maintenance	Rental charge by Equipment Maintenance Fund 128 to all departments for maintaining all city vehicles; also, cost of all vehicle maintenance during the year directly charged to Fund 128.
42105	Vehicle Replacement Charges	Fee by Equipment Maintenance Fund used for accumulating a replacement amount for all vehicles
42110	Computing and Comm Replacement	Fee by the Data Processing Fund used for accumulating a replacement amount for all equipment
42115	Computing and Communicatns Operations	Rental charge to departments for maintaining computers, printers, the network, and other data processing equipment

Capital Outlay		
43160	Streets, Curb, Gutters, Sidewalks	Capital project cost of streets, curb, gutters, and sidewalks
43170	Traffic Signals	Capital project cost for traffic signals
43250	Sanitary Sewer Lines	Capital project cost for sewer lines and mains
43180	Storm Sewer Lines	Capital project cost for storm lines and mains
43210	Water Lines & Mains	Capital project cost for water lines and mains
43125	Land	Cost of purchase of land

Budget Account Descriptions
Fiscal year 2015/2016

Object Code	Description	Purpose
Capital Outlay (Continued)		
43130	Land Improvements	Capital project cost for land improvements as fences, walls, trails, etc.
43190	Water Meters	Cost of purchasing water meters for City use and for use by developers
43200	Fire Hydrants	Capital project cost of purchasing fire hydrants
43140	Parks	Capital project cost of building a park
43220	Wells, Pumps & Boosters	Capital project cost of constructing well, pumps, and boosters
43230	Water Reservoir	Capital project cost of constructing a reservoir
43240	Water Supply Facilities	Capital project cost of constructing water supply facilities
43260	Sewer Supply Facilities	Capital project cost of constructing sewer supply facilities
43150	Park Structures/Enhancements	Capital project cost of park structures
43105	Paramedic Equipment	Cost of any paramedic equipment
41210	Public Projects	Capital project cost for public projects in the Redevelopment Agency
43110	Automotive Equipment	Cost of purchasing automobiles
43115	Building/Improvements	Capital project cost of buildings, building additions, roof repair, painting, or any other modification that improves the building
43100	Equipment	Cost of the purchase of any equipment greater than or equal to \$5,000
43120	Improvements Other than Buildings	Capital project costs for any improvement other than to buildings