



CITY OF NORCO

ADOPTED BUDGET



FY 2017-18





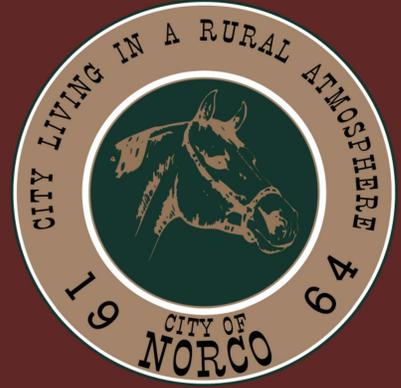
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MAYOR'S BUDGET MESSAGE



CITY OF NORCO

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July 1, 2017

To the Residents of Norco,

On behalf of my colleagues on the Norco City Council, I am pleased to transmit to you the Fiscal Year (FY) 2017-2018 Operating Budget and the FY 2017-2022 Five Year Capital Improvement Program (CIP) Budget. The FY 2017-2018 Operating Budget provides estimated total expenditures of \$38.2 million on various City programs and services and identifies sources of funds to pay for these programs and services. The CIP Budget provides for \$20.6 million of capital investments in various City infrastructure assets during FY 2017-2018. The Operating Budgets for all funds are balanced using projected ongoing revenues except for the General Fund, which was balanced by drawing \$1.2 million from existing fund balance and using \$0.8 million in estimated savings from the FY 2016-2017 budget. In the last several years since the great recession ended, total General Fund revenues have outpaced total expenditures resulting in increasing fund balance. In fact, most General Fund revenue categories including sales tax, property tax, transient occupancy tax, franchise fees, and motor vehicle license fees are all projected to reach record highs in FY 2016-2017. The increase in revenues along with strict expenditure control over the years has resulted in favorable fund balance. However, based on recent trends, the increase in revenues seems to be ending making it necessary to draw from existing fund balance to cover the difference between projected expenditures and revenues in the General Fund in FY 2017-2018.



Providing for the safety of our residents is the City Council's highest priority. Consequently, the FY 2017-2018 General Fund's total expenditure budget of \$20.5 million includes \$10.6 million for police, fire suppression and emergency medical services. The budget also includes additional \$100,000 in grant funds for police services. Recognizing the importance of public safety services and the increase in traffic violations throughout the City, the budget for police services includes full year funding for one dedicated traffic deputy and one community service officer. The dedicated traffic deputy will help to ensure consistent ongoing traffic enforcement in the City while the additional community service officer will help free valuable time for sworn deputies to more timely respond to calls for service. Although the City Council is committed to maintaining and even increasing the level of public safety staffing, it is important to note that the cost of services are continuing to rise significantly above inflation levels. In FY 2017-2018, the cost for police services with the Riverside County is estimated to increase by 9% while the cost for fire services is estimated to increase by 11% over FY 2016-2017 estimated expenditure levels. While the FY 2017-2018 expenditures for public safety are projected based on contract rates provide by the county, it is important to note that historically, actual expenditures have been lower than estimates.

CITY COUNCIL

GREG NEWTON
Mayor

TED HOFFMAN
Mayor Pro Tem

ROBIN GRUNDMEYER
Council Member

BERWIN HANNA
Council Member

KEVIN BASH
Council Member

Mayor's Budget Message

During FY 2016-2017, the City Council made the tough decision to raise water and sewer rates to address the growing gap between revenues and expenditures. This decision to increase rates was necessary to meet the City's fiduciary obligation to ensure that rates are adequate to cover the cost of operations, maintenance and capital replacement. The water and sewer funds do not receive tax revenues and must recover the cost of providing services through user rates. With the rate increase, both the water and sewer funds are projected to generate sufficient revenues to cover operating costs, build working capital reserve, fund rate stabilization reserve and provide for capital investment in water and sewer infrastructure to ensure that vital water and wastewater treatment services will continue to be provided to our residents.

Along with the challenge of maintaining a balanced operating budget, the City must also find sustainable revenue sources to support the timely maintenance and replacement of the City's aging governmental infrastructure and other capital facilities. The conversation with residents to address this challenge began nearly four years ago when the City Council formed the Ad-Hoc Committee on Infrastructure Needs and Funding Options. The conversation continued as part of the City's Strategic Planning Workshop in FY 2015-2016. Currently, it is estimated that the City has annual funding gap of \$4.5 million in governmental infrastructure and facilities. City Council and staff will continue to engage the residents to better understand community priorities and to determine the best options for funding these priorities.

In closing, the challenge of maintaining our lifestyle and City services in a fiscally prudent manner creates opportunity for City Council, staff and residents to collaborate in determining how best the community's budgetary challenges will be met. I encourage you to read the additional information presented in the City's Manager's transmittal letter and in the Budget Overview and Analysis Section of this budget document.

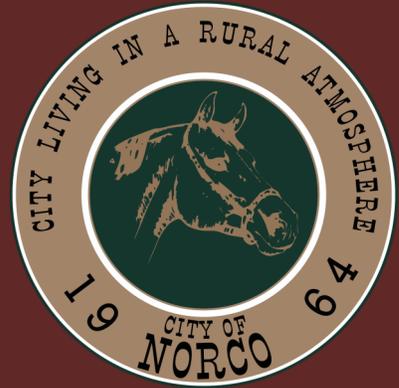
Sincerely,

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Greg Newton, Mayor



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MISSION STATEMENT

The mission of the City of Norco is to serve its residents, businesses, and visitors in a friendly, ethical, and cost-effective manner with excellent customer service to provide and preserve a high quality of life in a community that values its identity as Horsetown USA.



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CITY MANAGER'S LETTER



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CITY OF NORCO

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June 7, 2017

Honorable Mayor and Members of the City Council:

Pursuant to the provisions of the City of Norco Municipal Code, I am pleased to submit to you for review and approval the recommended annual Operating Budget for Fiscal Year (FY) 2017-2018 and Capital Improvement Program Budget for FY 2017-2018 through FY 2021-2022. The Operating Budget is an annual fiscal plan that provides information regarding the sources (revenues) and uses (expenditures) of monies for various City services and programs. The Capital Improvement Program (CIP) Budget is intended to be a five-year fiscal plan that outlines the necessary investments in capital assets and infrastructure in order to sustain service delivery to the residents and businesses in the City.

Operating Budget:

The City's Operating Budget for FY 2017-2018 includes the General Fund, Water Fund, Sewer Fund, Gas Tax Fund, AQMD, NPDES Storm Drain Maintenance Fund and Miscellaneous Grants Fund with total projected spending of \$38.2 million. The City's primary operating fund, the General Fund, includes total recommended expenditures and projected revenues of \$20.4 million and \$18.5 million, respectively. The estimated General Fund deficit of \$2.0 million, which includes one-time items totaling \$595,000 and increased public safety funding, will be made up through use of existing fund balance. The Water Fund has total projected recommended expenditures of \$10.1 million and total projected revenues of \$10.8 million while the Sewer Fund includes total recommended expenditures of \$6.3 million and total projected revenues of \$7.5 million.

General Fund: The General Fund is the primary Operating Fund of the City and is the main source of monies used to pay for public safety services (fire and police), culture and leisure, animal control, administration, legal, planning and building, engineering and other essential governmental type services. The FY 2017-2018 General Fund budget provides funding to maintain existing service levels and increase police public safety services. The budget also includes funding for one-time improvements to certain infrastructure including parks, open space and buildings.

Over the last six years, the City has worked hard to increase fund balance (rainy day funds) to cushion against anticipated flattening of revenues, rising costs to maintain existing services, and diminished available capital funds to maintain and replace governmental infrastructure assets. Unfortunately, the proposed FY 2017-2018 General Fund budget projects that the "rainy day funds" will decrease by \$ 2.0 million during the fiscal year. However, a portion of this decrease will come from FY 2016-2017 estimated year end budget savings of \$0.8 million, which represents the amount by which total FY 2016-2017 estimated revenues exceeds total estimated expenditures. It is estimated that total General Fund reserves (fund balance) will stand at \$8.9 million at June 30, 2018, which is the end of

CITY COUNCIL

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Mayor

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Council Member

FY 2017-2018. While this amount still represents a healthy fund balance, it can be reasonably said that this balance will continue to dwindle based on current revenue and expenditure trends unless substantial reductions are made to existing services and programs including public safety services and/or new revenue sources are identified.

The rise in FY 2017-2018 estimated expenditures are driven by several factors including:

- Increased funding for public safety services. The cost of contract for police services with Riverside County is projected to increase by 9 percent in addition to the increase associated with full year funding for a dedicated Traffic Deputy and Community Service Officer (CSO). The dedicated Traffic Deputy is necessary to address, on a consistent basis, rising traffic violations. A dedicated Community Service Officer is required to address the increase in calls for service due to Proposition 47 and AB 109. Similarly, due to costs associated with the newly negotiated contract between CAL FIRE and their employee associations, the City's budgeted costs for fire suppression and emergency medical services are projected to increase by 11 percent compared to total FY 2016-2017 estimated expenditures.
- Continuing increase in pass-through pension and retiree healthcare liability costs.
- One-time allocations totaling \$595,000 from the General Fund for infrastructure improvement and replacements.
- Increased costs for utilities and other contractual services.

While General Fund expenditures are projected to increase by 15 percent including the effects of one-time items over FY 2016-2017 year-end estimates, revenues are projected to decrease by nearly one percent during the year. Sales tax which makes up over 36 percent of General fund revenues are projected to increase by 1.3 percent. City sales tax revenues are highly dependent on sales tax derived from autos and transportation, which in recent years accounted for roughly 33 percent of total sales tax receipt. Recent trends indicate that new car sales in the City have plateaued and the increase in used car sales tax revenue is from the addition of a major used car dealer. The modest projected increase in sales tax revenue is based on the current structure and recent trends in auto sales. The City's modest growth in sales revenue of 1.3 percent is slightly lower than statewide projected increase of 2.3 percent.

Combined, property tax, other taxes, franchise fees, motor vehicle licenses fees makes up about 37 percent of total projected General Fund revenues in FY 2017-2018. Together, these revenue items are projected to increase by 2.8 percent. The projected slight increase in sales tax and the above mentioned revenue items is offset by a 15.5 percent projected decrease in user fees or charges for services associated with planning, building and engineering.

Water Fund: Providing reliable high quality water is one of the key aspects of the municipal services that the City provides to residents and businesses. Unlike the General Fund, the Water Fund receives no tax revenues. All revenues required to ensure the operation and maintenance of the system including capital improvements and replacements are expected to be generated through user charges in the form of water rates. Over the last few fiscal years, the Water Fund has not generated sufficient revenues to cover operating

expenditures and provide for necessary capital maintenance and replacements. The revenue gap was exacerbated in FY 2015-2016 and FY 2016-2017 due to reduced water consumption which was necessary to comply with State mandated water consumption reduction. Reduction in water consumption has negative financial impact on the Water Fund due to the City's "take or pay" purchase water contracts.

As a result of the widening gap between revenues and expenditures, the City retained a consultant to conduct a comprehensive study of the City's water and sewer rates. Based on the results of the study, the City Council approved multi-year water rate adjustments designed to generate sufficient revenues in the long-term to cover operating expenditures, provide funding for working capital reserve and rate stabilization reserve, and capital maintenance and replacement. The first rate adjustment was effective January 1, 2017 and subsequent adjustments will become effective July 1 of each year through 2021.

Based on the new water rates that became effective January 1, 2017, and the rates to be implemented on July 1, 2017, the total estimated revenues for the Water Fund in FY 2017-2018 is \$10.8 million while total operating expenses are projected to be \$10.1 million. The long-range financial plan for the Water Fund provides for the rate adjustments to generate sufficient revenues over operating expenditures to provide for three months of working capital reserve, establish \$2 million of rate stabilization reserve over ten years, and provide funding over \$26 million of unfunded water capital projects.

Sewer Fund: In addition to providing water service to residents and businesses, the City also provides wastewater treatment services. Like the Water Fund, the cost of operating and maintaining the sewer system including capital improvement and replacement is recovered through user charges. The Sewer Fund doesn't receive any tax revenues. While the financial condition of the Sewer Fund is generally healthy, minor rate increase adjustments were identified as part to the comprehensive water and sewer rates study. The approved increase in sewer rates will not go into effect until July 1, 2019.

In FY 2017-2018, total estimated Sewer Fund revenues are \$7.5 million compared to total estimated expenditures of \$6.3 million providing for an estimated increase in working capital of \$1.2 million during the year. The increase in working capital will be transferred to the Sewer Capital Project Fund for sewer capital projects. Over the next ten years, it is estimated the Sewer Capital Projects Fund will need over \$11 million in funding for capital projects. These projects are expected to be funded with excess revenues generated from Sewer Fund operations.

Other Operating Funds: In addition to the General Fund, Water and Sewer Funds, the FY 2017-2018 recommended Operating Budget also includes estimated revenues and expenditures for other Funds such as Gas Tax, Storm Drain Maintenance and Miscellaneous Grant Funds. The budgets for these Funds are balanced for FY 2017-2018. During FY 2017-2018 the City estimates grant funding in the amount of \$475,319 will be provided by Riverside County Transportation Commission to fund senior programs and from the federal government for Community Development Block Grant programs and supplemental law enforcement. The total budget for Gas Tax Fund of \$770,605 provides funding to continue increased tree trimming and removal project that was started in FY 2016-2017.

Capital Improvement Program Budget:

Recognizing the poor conditions of the City's governmental infrastructure assets and the rapidly declining available finances needed to maintain and replace these assets in the wake of Redevelopment Agency dissolution, the City Council appointed the Ad-Hoc Committee on Infrastructure Needs and Funding Options in early 2014. The purpose of the Ad-hoc Committee was to assist the City Council in quantifying the City's future infrastructure needs and to provide recommendations regarding potential future revenue funding sources to meet the identified infrastructure needs funding gaps. The Ad-Hoc Committee completed its work in March 2015, and issued a report that identified a \$4.5 million annual gap in infrastructure needs, excluding water, sewer and storm drain. The infrastructure included in the Ad-Hoc Committee's review and report comprise of streets, roads, trails, parks and public buildings.

At a recent Strategic Planning Workshop that included City Council, Commissioners, staff and residents, the issue of infrastructure funding was once again discussed. At the end of the workshop, participants adopted "establish funding for planning, maintenance, replacement, and development of infrastructure" as one of the City's strategic priorities. While finding the means to meet the City's infrastructure funding is now generally recognized as a top City priority, executing the actual action steps that will be required to meet this top priority for the City will be challenging. Residents will need a better understanding of the City's infrastructure funding needs as well as constraints on existing financial resources.

Infrastructure is critical in maintaining a high quality of life and providing essential services in "Horsetown USA." As shown in the CIP Budget, the only ongoing source of revenue to plan, replace and perform capital maintenance on City streets and roads is the estimated \$650,000 to \$730,000 projected annual receipts from "Measure A." This amount falls very short of the \$4.5 million annual infrastructure funding needs as determined by the Infrastructure Ad-Hoc Committee. Without additional funding sources, the City's Pavement Condition Index (PCI), which is already below acceptable standard, will continue to decline further. The Ad-Hoc Committee estimates that the City will need to spend nearly \$70 million over twenty years in order to maintain and preserve streets and roads infrastructure in acceptable condition. A similar situation exists regarding the City's ability to provide the necessary funding for improvements to trails, parks, and buildings. In FY 2017-2018, the City has not identified any formal trail improvement project due to lack of funds. The remaining amount of \$220,000 in the Trail Improvement Fund has been set-aside to address emergency trail replacement. Based on the Ad-Hoc Committee's report the Trail Improvement Fund now has annual funding gap of \$500,000.

The situation is the same for other governmental infrastructure assets including parks and public building improvements. The Infrastructure Ad-Hoc Committee's report identified \$433,000 as the annual funding that is required in order to maintain public buildings and park facilities to acceptable minimum standards. For FY 2017-2018, the only capital projects identified to be constructed are carry-over projects from FY 2016-2017 and projects that are funded through transfer from the General Fund to meet emergency infrastructure improvements.

Conclusion: The FY 2017-2018 total recommended operating budget of \$38.2 million is balanced including the use of existing fund balance to balance the General Fund. Looking ahead, the City's General Fund will likely continue to face pressure due to the rising costs of pension, healthcare, and public safety services. These rising costs are not expected to be offset by similar increases in revenues. In fact, General Fund revenues seem to have plateaued in the short-term. The restructuring of the City's water and sewer rates has created a solid foundation for the Water and Sewer Funds to be able to recover their operating costs and in the long-term, provide funding for water and sewer capital projects. On the other hand, much work remains ahead in finding long-term funding for the replacement and improvement of governmental infrastructure. In the coming months, staff will continue efforts to engage residents to better understand community priorities and to determine the best ways to provide funding for these community priorities.

In closing, I want to express my personal appreciation for the dedication of the City's management team and employees in preparing this budget and managing in a fiscally prudent manner. I specifically want to acknowledge the efforts of the Fiscal and Support Services Department staff for their efforts in compiling both the Operating Budget and the Capital Improvement Program Budget.

Respectfully submitted,

A handwritten signature in blue ink, appearing to read "V. Andy Okoro". The signature is stylized and somewhat cursive.

V. Andy Okoro
City Manager



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BUDGET OVERVIEW & ANALYSIS



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BUDGET OVERVIEW AND ANALYSIS

SUMMARY

The Fiscal Year (FY) 2017-2018 Operating Budgets for the City are based on maintaining non-safety programs and services at current levels. The City's primary operating fund budget, the General Fund, includes an increase in the Sheriff's contract for the addition of two Traffic Enforcement positions and transfers for one-time capital improvement projects. The General Fund's expenditures exceed revenues by \$ 2.0 million in FY 17-18. Reserves will be used to balance the budget. It is anticipated the General Fund will continue to have expenditures exceed revenues as public safety operating and pension costs continue to increase. The operating budgets for the Water and Sewer Fund for FY 2017-2018 are balanced with projected revenues exceeding expenditures.

The City will end FY 2016-2017 with the sixth year of a favorable fund balance following several years of significant financial stress from the impacts of the severe recession that began in early FY 2008-2009. The last six fiscal years have been marked by improving revenues. However, the City's Operating Budgets still face significant challenges in the future. Public Safety contracts are increasing annually due to salary, benefit, and administrative overhead costs. Pension rates are anticipated to increase due to adjustments in actuarial assumptions. In terms of revenue, Sales tax, which is the General Fund's major source of revenue, has recovered from recessionary levels but is now projected to increase at a slower pace and nearing a financial plateau. 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 overall is projected to decrease by .46% or .90%, as compared to FY 16-17 adopted and year-end budgets respectively, mainly due to conservative development projections, decreased overhead reimbursement from the State of Department of Finance due to an ongoing dispute, and minor, cyclical decreases in Other Revenues. Expenditures are projected to grow at 13.17% or 14.87%, as compared to FY 16-17 adopted and year-end budgets respectively, due to increases in third party costs such as police, fire, the addition of personnel to the Traffic Enforcement program and one-time transfers to the Capital Improvement Program (CIP)

During the recession, which significantly reduced General Fund revenues, especially sales tax, the City embarked on aggressive expenditure reductions. The budget savings achieved at the time, 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 six years, the City has rebuilt the General Fund balance to help cushion the impact of future economic downturns. The General Fund reserves are being used in the FY 17-18 budget for public safety operating increases and one-time capital improvements.

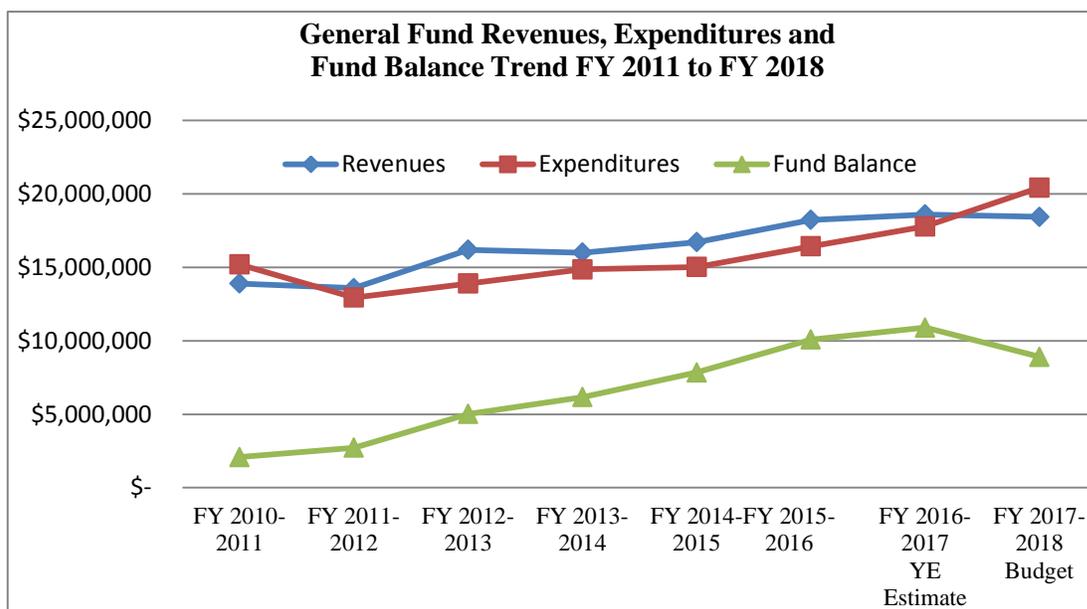
The budget accomplishes the following:

- Maintains a fund balance estimated at nearly \$10.9 million by the end of the FY 2016-2017 and \$8.9 million estimated for June 30, 2018. This rainy day fund represents 61% and 43% respectively of total General Fund Operating Budget for each year. Although the fund balance is decreasing, it remains well above the 25% threshold as required by City Council.
- Maintains existing non-public safety service levels.
- Provides funding for estimated 9% for annual Sheriff Services and provides full year funding for (1) Traffic Enforcement Deputy and one (1) Community Services Officer (CSO) or \$680,000 compared to FY 2016-2017 authorized budget
- Provides for an estimated 10.83% increase as compared to amended budget, or 8.6% as compared to original adopted budget, 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.

The Operating Budget for FY 2017-2018 provides funding to make the required contribution to pension, post-retirement healthcare benefits, and provides an adequate contribution to fund future equipment replacement needs.

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 seven years as well as the projected FY 2017-2018 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, operating expenditures exceeded operating revenues in FY 2011. 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 anticipated that fund balance will reach \$10.9 million at the end of FY 2016-2017. The proposed FY 2017-2018 budget has total expenditures exceeding revenues by \$2.0 million resulting in the reduction in reserves to \$8.9 million.

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 by capping the City subsidy for health insurance and requiring all employees to contribute a minimum towards the cost of funding for their pension retirement benefits. In FY 2016 -2017, all employees contributed the full employee portion towards 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 56 through June 30, 2018. Due to increasing demand for services and reorganization, personnel have been added over the last few years in Planning, Public Works and Information Technology. In the proposed FY 2017-2018 budget, full-time staffing levels will remain the same and a total of two Part-Time positions have been added to support George Ingalls events and Public Works permit counter assistance.

The proposed FY 2017-2018 budget includes total General Fund projected expenditures of \$20,479,347 compared to total estimated FY 2016-2017 year-end estimated expenditures of \$17,787,085. Further detailed information regarding the changes from FY 2016-2017 to FY 2017-2018 is provided in the expenditure analysis section of this report. Outlined below are the key factors that affected the FY 2017-2018 proposed expenditure budget:

- The Sheriff services levels for Traffic Enforcement is increasing in FY 17-18 with the inclusion of a full-time Traffic Enforcement Deputy and Community Service Officer . No major change in projected in CalFire service levels. Public safety programs make up more than 53% of total General Fund expenditures.
- Staffing levels will remain at FY 16-17 levels and Part-Time positions will increase by two positions. Full-time employees' salaries are projected to increase by 3% with employees continuing to contribute 8% of their pay towards pension benefit costs.
- Expenditure projection includes increase in third party pass-through costs including fire contract, sheriff contract, pension rates, and other contractual services.

- One-time allocations for infrastructure improvements
- Increased costs for utilities
- Expenditure projections also include maintaining the amount of FY 2016-2017 contributions of \$300,000 from the General Fund towards the payment of accrued liability for retiree medical insurance;

The proposed FY 2017-2018 budget includes projected rate increase of 9% and 10.83% 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 38.233% in FY 2016-2017 to 43.653% in FY 2017-2018. The level of contribution to fund accrued liability for retiree medical insurance, and equipment replacement is projected to remain unchanged from FY 2016-2017.

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, Silverlakes Equestrian and Sports Park opened and the City entered into an agreement with Paul Blanco The Good Car Company. 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 2017-2018 General Fund budget includes estimated sales tax revenues of over \$6.7 million, which exceeds the pre-recession high of \$6.2 million. 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, sales tax growth is expected to level off in the near future without continued economic development.

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 2017-2018. Property tax is projected to increase slightly in FY 2017-2018 from FY 2016-2017 due to increased receipts and higher than anticipated residual tax increment allocation from the County in FY 2016-2017.

Other Funds: The FY 2017-2018 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 NPDES Fund. The NPDES Fund will be drawing on reserves due to prior year expenditure savings and as a result, the General Fund will not be transferring \$75,000 as has been done in years past. The City's Water and Sewer Fund budget are also balanced with revenues exceeding expenditures. In FY 16-17, the Water Fund had a structural imbalance requiring a one-time transfer of \$700,000 from Water Capital and the Sale of Water for \$1,130,000. The structural imbalance has been addressed through a five year rate study and subsequent rate adjustments and reserve requirements.

Budget Presentation

The City's FY 2017-2018 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 2017-2018 GENERAL FUND BUDGET ANALYSIS

General Fund Revenues

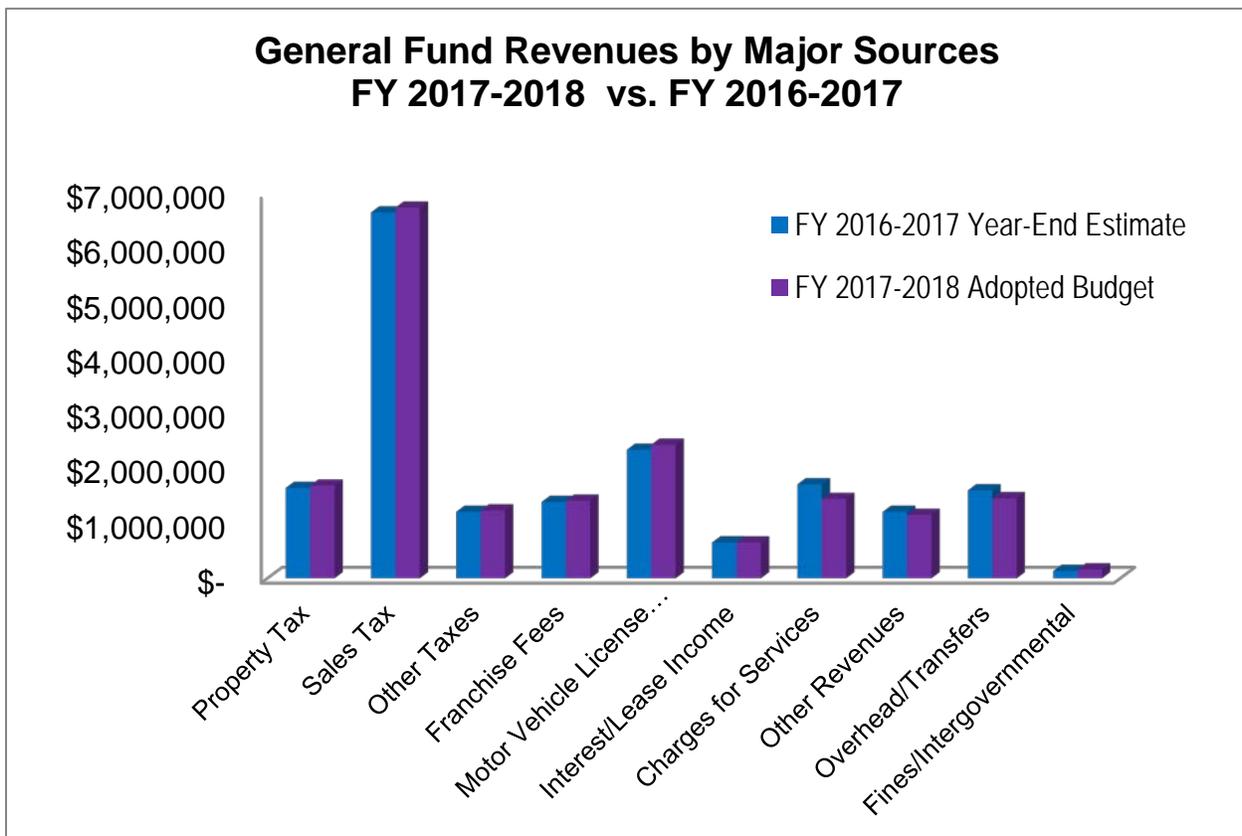
General Fund revenues for FY 2017-2018 are estimated based on the most available information through May 30, 2017. These estimates are subject to change as more information becomes available throughout the year. Changes to the budget estimates are usually approved by the City Council as part of mid-year budget amendments. General Fund revenues are presented by detail line items and are summarized by major categories beginning on page 17.

The total estimated General Fund revenues for FY 2017-2018 is \$18,436,409 compared to FY 2016-2017 estimated year-end amount of \$18,604,113 reflecting a decrease of \$167,704 or - 0.90%. Most of the projected net revenue decrease in FY 2017-2018 is from conservative estimates in development fees, decreased overhead reimbursement from the State of Department of Finance due to an ongoing dispute and other revenue categories.

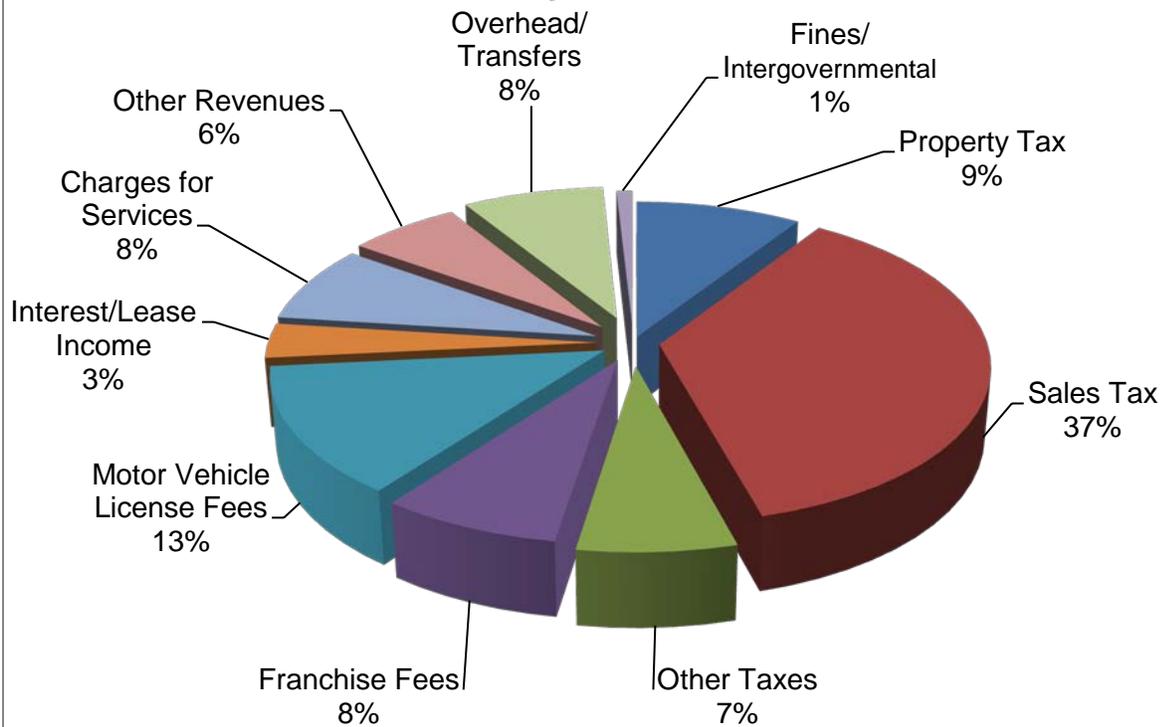
The following schedule and chart provide a graphical comparison between FY 2016-2017 year-end General Fund estimated total revenues and FY 2017-2018 projected revenues.

General Fund Revenues by Source

Revenue Category	FY 2016-2017		FY 2017-2018	Percentage
	Amended Budget	Year-End Estimate	Adopted Budget	Change from Year-end Estimate
Property Tax	\$ 1,653,753	1,654,002	1,697,430	2.63%
Sales Tax	6,572,130	6,653,000	6,741,000	1.32%
Other Taxes	1,198,460	1,217,336	1,242,445	2.06%
Franchise Fees	1,469,994	1,396,484	1,421,100	1.76%
Motor Vehicle License Fees	2,347,028	2,347,028	2,438,091	3.88%
Interest/Lease Income	627,675	656,236	655,097	-0.17%
Charges for Services	1,563,322	1,719,329	1,453,515	-15.46%
Other Revenues	1,159,954	1,215,488	1,159,943	-4.57%
Overhead/Transfers	1,609,698	1,610,372	1,465,952	-8.97%
Fines/Intergovernmental	149,555	134,838	161,836	20.02%
Total	\$ 18,351,569	18,604,113	18,436,409	-0.90%



FY 2017-2018 Adopted General Fund Revenues by Source



Property Tax: Property tax revenues are projected to show a slight increase in FY 2017-2018 compared to FY 2016-2017 due to more than anticipated FY 2017-2018 receipt and residual tax increment sharing. 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 2017-2018 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 2%. Property tax represents 9% of total estimated General revenues for FY 2017-2018. 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. For FY 2017-2018 estimated sales tax receipts are projected to be \$6.7 million which is the most the City has ever anticipated to receive. It surpasses the peak amount of \$6.2 million

in FY 2006-2007 by \$500,000. The increase is attributed to recent economic development and is expected to plateau. For FY 2017-2018, sales tax is projected to increase by 1.32% or \$80,000. Sales tax is estimated to grow conservatively in FY 2017-2018 but new sources of sales tax revenue will be required to sustain existing operations in the future. In FY 2017-2018, estimated sales tax revenue is projected to account for 37% 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 increase overall by 2%. The increase is due to a projected increase in hotel stays for transient occupancy tax. Business License revenue is anticipated to remain flat. The City will continue to pursue business license enforcement that includes the use of data matching to identify businesses that are not complying with the City's business license regulations.

Franchise Fees: Overall, these revenue items are projected to increase by a net 1.76% due to projected increase in refuse franchise revenues that is offset by a new waste collection provider for California Rehabilitation Center (CRC). Refuse franchise revenues are projected to increase by \$24,000 due to increase in refuse franchise fee rate for residential accounts. Refuse franchise fee will increase from 14.74% to 16.32% for residential customers and 17.90% for commercial customers.

Motor Vehicle License Fees (MVLFF): MVLFF receipts are a tax on the ownership of a registered vehicle in place of taxing vehicles as personal property. By law, all revenues from the VLF fund city and county services, but the state legislature controls the tax rate and the allocation among local governments. In 2004, the state legislature permanently reduced the VLF tax rate and eliminated state general fund backfill to cities and counties. Instead, cities and counties now receive additional transfers of property tax revenues in lieu of VLF. Consequently, the revenue estimate for FY 2017-2018 is based on the in-lieu amount, determined by property tax revenue growth, as provided by the state, which is slightly higher than the amount received in FY 2016-2017. MVLFF is increasing by \$91,000 from \$2.34 million to \$2.43 million. 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 2017-2018 total revenues from this category are decreasing by \$55,000 as compared to the prior fiscal year. The decrease is primarily due to cyclical revenues such as Dog License renewals. Other Revenues category makes up 6% 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 decrease of \$265,000 or 15.46% from \$1.71 million to \$1.453 million in FY 2017-2018. The projected increase in community services/recreation programs is offset by conservative projections in planning and building permit fees. Charges for services revenues are estimated to make up 8% of total General Fund revenues in FY 2017-2018.

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 termination of the lease of library building by the County of Riverside Library System. Lease income for FY 2017-2018 includes lease revenue from the lease of Silverlakes property. It is to be noted that investment earnings from the Special Asset Revenue Fund are credited to the General Fund. Interest and lease revenues make up 4% 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 has reimbursed the City \$108,258 annually to pay for the former redevelopment agency's estimated share of pension and post-retirement healthcare liabilities. For FY 17-18, the DOF has declined to submit the reimbursement. Although the City has not anticipated the revenue in the current projections, the city is appealing the decision. Reimbursements and transfers to the General Fund are projected to remain unchanged from the FY 2017-2018 budgeted amount. Overhead reimbursements and transfers account for 8% 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 for FY 2017-2018 of \$365,623, or \$67,000 more than last year, and 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.

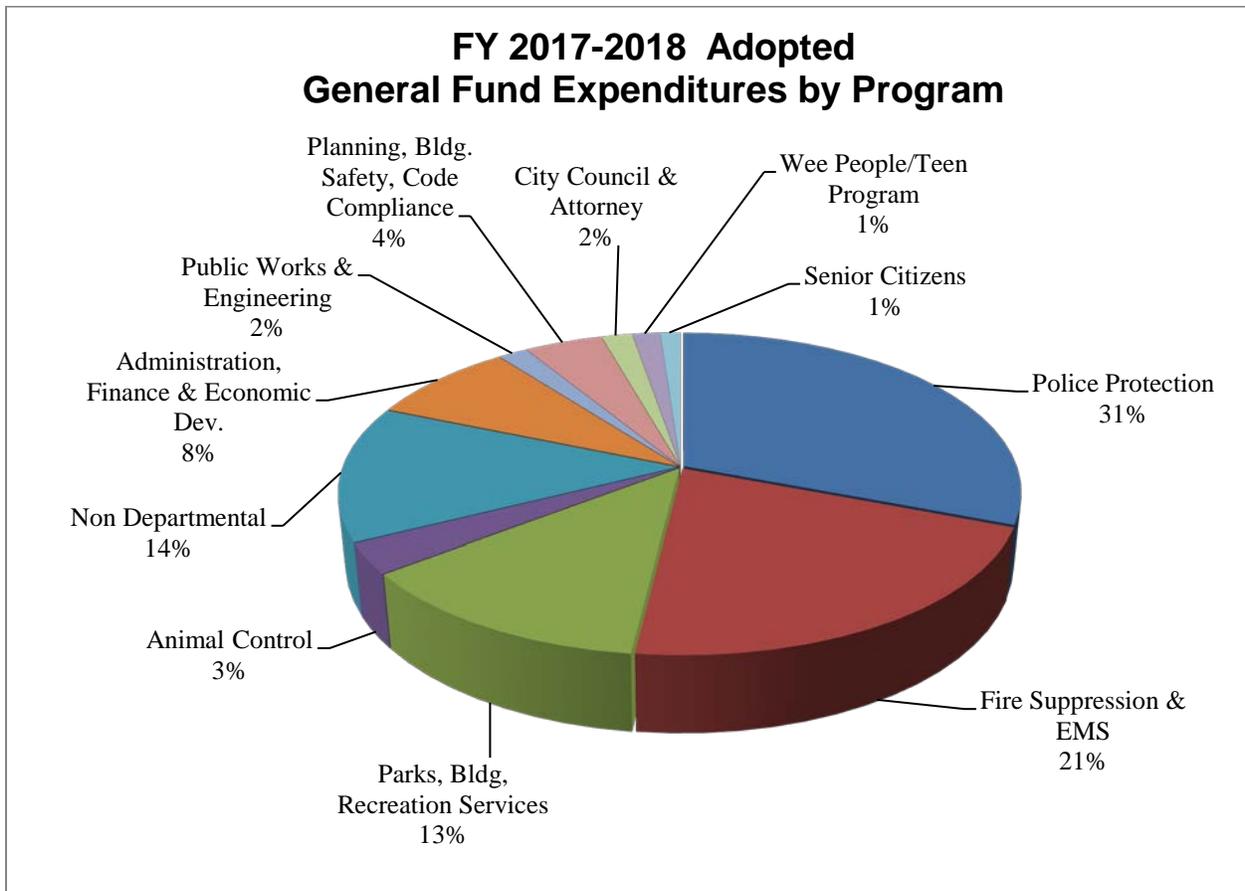
The following provides a summary of the key assumptions used to project General Fund expenditures for FY 2017-2018:

- Police protection services provided by Riverside County Sheriff will be funded at an increased level in FY 2017-2018 . The contract for FY 2017-2018 includes one (1) Traffic Enforcement Deputy and one(1) Community Services Officer (CSO). The estimated contract rate increase is 9% .
- Fire and emergency medical services provided by Riverside County Fire will be funded at the same service level as in FY 2016-2017. The contract rate for fire and emergency medical services is estimated to increase by 8.6% or 10.3%, as compared to the FY 2016-2017 original adopted budget and the amended budget, respectively.
- The budget includes a \$300,000 contribution for post-retirement healthcare insurance obligation.
- The National Pollutant Discharge Elimination System (NPDES) transfer of \$75,000 has been discontinued due to available fund balance to address the gap in FY 2017-2018.
- The CalPERS pension contribution rate is estimated to increase by 14% from 38.233% to 43.653%. Employees hired prior to October 31, 2010 will increase their contribution from 6% to 8% during the fiscal year. All employees who are considered 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 6.53% during FY 2017-2018. 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 with Public Works employees agreeing to eliminate salary compaction issues between positions with a revised salary schedule.

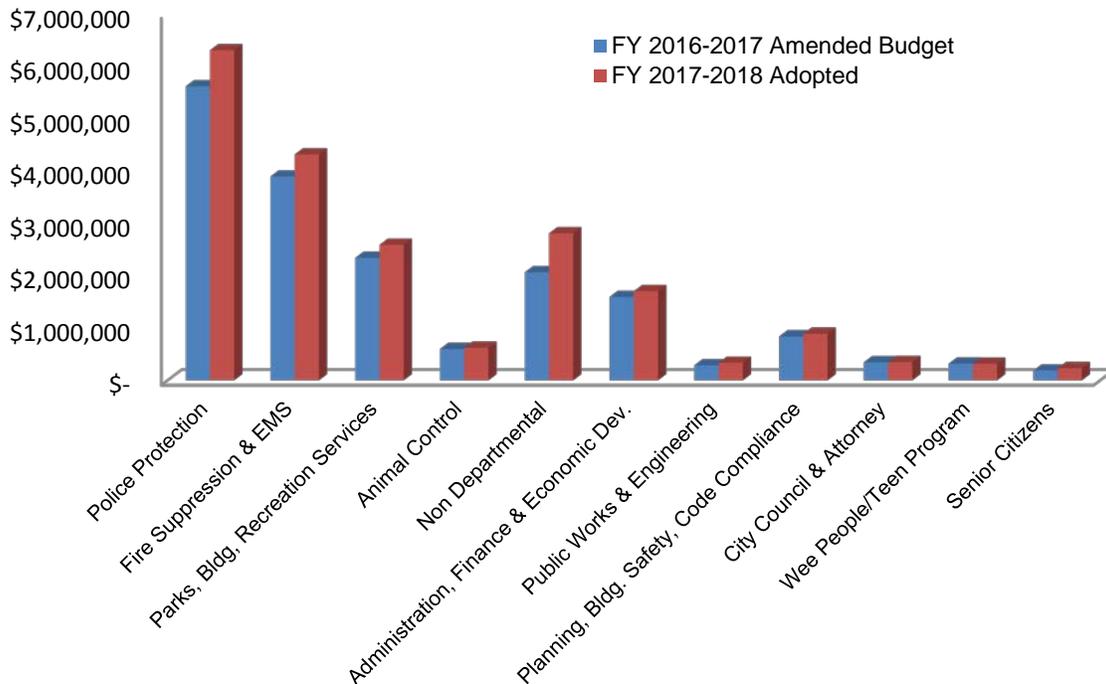
For FY 2017-2018, total General Fund expenditures are projected to be \$20,432,569 million compared to \$17,787,085 million for FY 2016-2017. This represents estimated budget increase of 13.17% from FY 2016-2017 budget amount. Additional detailed information regarding the increase in the budget is provided following the expenditure by function/program charts.

Summary of General Fund Expenditures by Program

	FY 2016-2017 Amended Budget	FY 2016-2017 Year-End Estimate	FY 2017-2018 Adopted Budget	Percentage Change Budget to Budget
Sheriff Protection	\$ 5,609,459	5,415,863	6,297,625	12.27%
Fire Suppression & EMS	3,888,249	3,884,782	4,309,233	10.83%
Parks, Bldg, Recreation Services	2,333,928	2,362,456	2,583,042	10.67%
Animal Control	597,370	597,329	621,647	4.06%
Non Departmental	2,059,214	2,087,915	2,803,127	36.13%
Administration, Finance & Economic Dev.	1,589,017	1,541,381	1,697,369	6.82%
Public Works & Engineering	287,583	262,441	334,656	16.37%
Planning, Bldg. Safety, Code Compliance	837,023	821,233	888,661	6.17%
City Council & Attorney	345,706	335,776	348,681	0.86%
Wee People/Teen Program	318,181	282,534	316,331	-0.58%
Senior Citizens	188,405	195,375	232,197	23.24%
Total	\$ 18,054,135	17,787,085	20,432,569	13.17%



General Fund Expenditures by Program/Function FY 2017-2018 vs. FY 2016-2017 Budgets



As shown by the pie chart, public safety costs consisting of police, fire protection, and emergency medical services make up 52% 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 24% of total expenditures. Non-departmental, which are mostly non-discretionary costs makes up 14%; 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 the FY 2017-2018 Sheriff's contract rates are projected to increase by 9% from FY 2016-2017 rates, the overall total projected budget increase for the Sheriff Department is 12.36%. This overall increase is primarily due to the addition of a full-time Traffic Enforcement Program .

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 2017-2018 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 8.6% from FY 2016-2017 budget rates. However, total expenditures for the department are projected to increase by 10.83% from FY 2016-2017 amended budget due to the cost of other items in the budget which are not projected to increase by 8.6%.

Parks, Recreation and Building Maintenance: Expenditure projections for parks and recreation programs are based on status quo expected service levels. The FY 2017-2018 projected expenditure budget for the Parks, Recreation and Building Maintenance Divisions is \$2,583,042 compared to the FY 2016-2017 amount of \$2,362,456. The estimated increase of 10.67% or \$220,586 is due to the increase in the cost of utilities.

Animal Control Division: The FY 2017-2018 estimated budget for the Animal Control Division reflects total expenditures of \$621,647 compared to FY 2016-2017 budget amount of \$597,329 for an increase of 4.06% or \$24,318. The budget is increasing due to pension and utility costs.

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 2017-2018 is estimated to be \$232,197 compared to \$195,375 for FY 2016-2017. The budget is increasing due to increased expenses associated with Party Partners and utilities. Donations for Party Partners are not anticipated for FY 17-18.

Fiscal and Support Services: Fiscal and Support Services Division, 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 2017-2018 is \$640,548 compared to FY 2016-2017 amount of \$590,068. The budget has a net increase of \$50,480 as compared to FY 2016-2017 budget mainly due to the increasing pensions and benefits.

City Manager, City Clerk, Economic Development and Human Resources: The total estimated budget for FY 2017-2018 for this function is \$996,820 compared to FY 2016-2017 budget amount of \$922,769. This represents an increase of \$74,051. The change consists of the inclusion of increased salary and benefits from the reclassification of a position as well as rising pension costs.

Planning, Building and Code Compliance: The total estimated FY 2017-2018 budget for this division is \$888,661 compared to FY 2016-2017 budget amount of \$837,023. The 6.17% increase is due to the addition of PT Code Enforcement Officer for a full year and increases in pension costs and contractual services for code enforcement. The City will continue to 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 2017-2018 are \$334,656 compared to FY 2016-2017 budget amount of \$287,583. The projected increase is due increased costs for California Rehabilitation Center (CRC) crews for trail maintenance and materials, increased utilities, street supplies, safety equipment and the addition of a PT Permit Technician.

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 2017-2018 budget reflects total projected expenditures of \$2,803,127 compared to FY 2016-2017 amount of \$2,059,214. The increase of \$743,913 is mainly attributed to the \$595,000 transfer to the CIP for Wayne Makin Sports Complex Electrical Infrastructure Project that replaces underground electrical and eliminates power interruptions. The Non-Departmental budget also includes the public safety retirement contribution which increased from \$297,439 to \$365,623.

Fund Balance:

The estimated fund balance of the General Fund at the end of FY 2016-2017 is \$10,900,189 or an increase of \$817,027. The projected \$2.0 million gap between revenues and expenditures in FY 2017-2018 is recommended to be made with FY 2016-2017 projected year-end savings of \$817,027 and an additional \$1.1 million from prior years reserves/fund balance. Based on the recommended total General Fund budget of \$20,432,569 the minimum required fund balance is \$5.1 million. The estimated fund balance of \$8.9 million at the end of FY 2017/2018 represents 43% of total recommended budget. This amount stands above the City Council resolution requirement of 25%. While this is a healthy fund balance that demonstrates the success of City efforts in controlling expenditure and increasing revenues, it is important to note that this fund balance will be depleted as public safety operating expenditures and pension obligations are anticipated to continue increasing in the future.

WATER FUND BUDGET HISTORY AND SUMMARY

During FY 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. 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.

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 have had 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). During periods of water conservation, the state's water restrictions can cause the City to be obligated to purchase more water than it needs at higher costs. If this happens, the City would 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. During this period, the State's restrictions did not increase the cost of water but pass-through costs from providers did increase.

The City implemented a purchased water cost pass-through rate adjustment of 10% in January 2016 to cover the increasing provider costs. The rate adjustment covered only the pass-through cost increase from third party water suppliers under the City's "take or pay" contract obligations. Due to decreased consumption, revenue from the rate change did not provide adequate revenue to support the Water Fund. As a result, the FY 2016-2017 budget included one-time revenues of \$1.13 million for the Sale of Water to the Fontana Water Company and a \$700,000 transfer from the Water Capital Fund. In the fall of 2017, the City completed a rate analysis which resulted in the approval of restructured water and sewer rates through FY 2021. The first rate increase was January 1st, 2017 and each subsequent increase will be on July 1st of each fiscal year through FY 2020-2021. The rate increase will begin to stabilize the Water Fund and provide for capital improvements and reserve funds. It is important to note that in late 2012, Standard and Poor's Rating Agency did downgrade the rating of the water and sewer systems outstanding enterprise revenue bond as a result of low debt service coverage ratios. The approved restructuring of the rates will also provide confidence to the financial markets regarding Water Fund's financial condition.

Water Fund Revenues and Expenditures: The total FY 2017/2018 projected revenues for the Water Fund is \$10,787,945 while total estimated expenditures are \$10,053,385. This represents \$734,561 of working capital and includes revenue estimates associated with a July 1st rate increase.

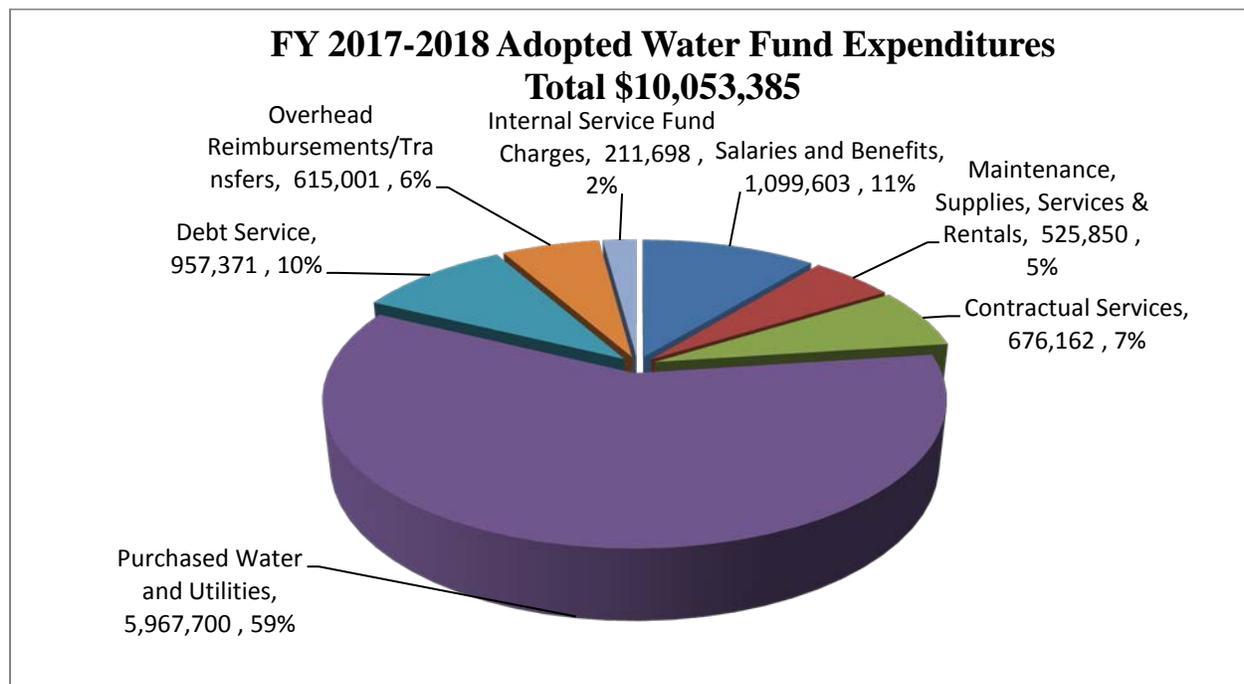
With the estimated working capital from FY 2016/2017 of \$1,986,039 and the \$734,561 estimated working capital from FY 2017/2018, the total working capital balance is estimated to be \$2.7 million by June 30, 2018. The Water Fund Working Capital Balance will, over the next five years, grow to provide funding for projects, emergency/operating reserve and rate stabilization reserves. Currently, the outstanding Water CIP budget projects total of \$26 million in future expenditures; the target operating reserve is \$2.1 million and the Rate

Stabilization Reserve target is \$2 million by 2026. Initial funding and allocation to CIP projects and reserve targets will begin by June 30, 2018 based on actual available, not estimated, working capital balances.

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

**Summary of Projected Water Fund Expenditures by Category
For Fiscal Years 2016-2017 and 2017-2018**

Expenditure Category	Amended FY 2016-2017	Estimated FY 2016-2017	Adopted FY 2017-2018	Amended vs Adopted
Salaries and Benefits	\$ 1,026,336	940,498	1,099,603	7.14%
Maintenance, Supplies, Services & Rentals	439,425	365,090	525,850	19.67%
Contractual Services	597,714	415,332	676,162	13.12%
Purchased Water and Utilities	5,962,779	5,007,700	5,967,700	0.08%
Debt Service	1,067,075	1,067,075	957,371	-10.28%
Overhead Reimbursements/Transfers	614,854	614,844	615,001	0.02%
Internal Service Fund Charges	195,911	163,911	211,698	8.06%
Totals	\$ 9,904,094	8,574,450	10,053,385	1.51%



As can be seen from the chart , 59% 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 2016-2017 rate. Another 10% 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, services, supplies, and rental is 5% of the total budget and has increased by 3% 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 due to cost increases related to maintenance support for Information Technology equipment and software.

SEWER FUND BUDGET HISTORY AND SUMMARY

Sewer Fund revenues are derived from sewer service charges on residential, commercial and industrial customers. The Sewer Fund has been relatively healthy, as compared to the Water Fund, and has been able to contribute to the Sewer Capital Projects Fund for future capital replacement. Additionally, over the last few years, revenues have exceeded expenditures with the balance contributing to Working Capital.

Sewer Fund Revenues

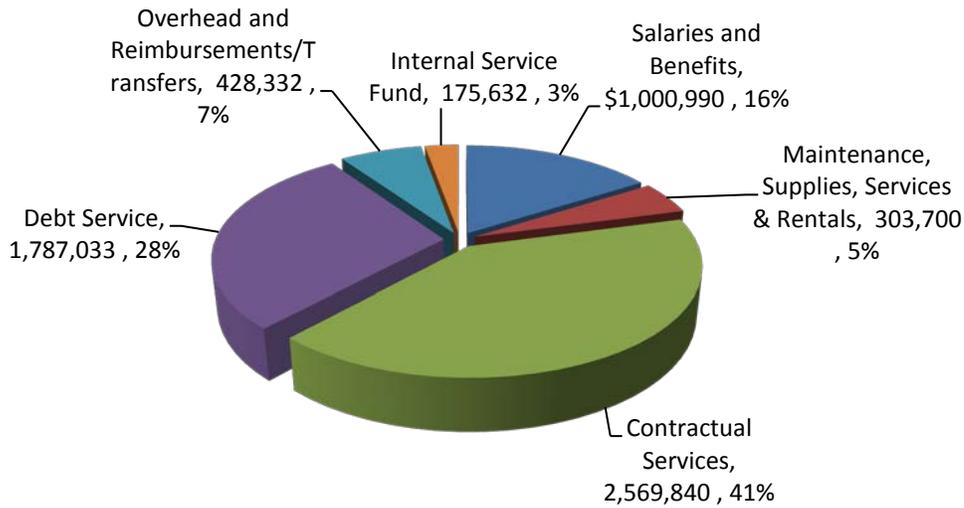
The total FY 2017/2018 projected revenues for the Sewer Fund is \$7,538,268 while total estimated expenditures are \$6,265,527. This represents \$1,272,741 increase to working capital. Sewer Fund revenues are based on the existing sewer rate structure with no rate increase in effect until July 2019. The Sewer Fund also collects revenues for providing sewer services to the Navy and California Rehabilitation Center as well as \$356,248 annually from the City of Corona for the City's sale of Santa Ana Regional Intercept (SARI) Line discharge rights. The commercial and industrial portion of Sewer Fund charges is dependent on water usage.

The estimated working capital balance of \$5.6 million and \$6.9 million as of June 30, 2017, and June 30, 2018, respectively, will be allocated to over \$11 million in outstanding Sewer CIP Projects. In terms of reserves, the Sewer Fund operating reserve target is \$1.2 million and is funded within the working capital balance. A rate stabilization reserve is not recommended for the sewer fund due to the stability within the fund as a result of the current sewer rate structure.

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 2017-2018 expenditures is \$6,265,527. This compares to FY 2016-2017 estimated expenditures budget amount of \$5,403,181. This represents a projected net decrease of 2.13% as compared to the prior year budget. The Sewer fund includes increasing contractual costs for sewage treatment to the Western Riverside County Regional Wastewater Authority. In addition, the city is increasing cleanouts of sewer lines. Contractual costs are anticipated to increase by 46%. The increase in internal service fund charges is associated with increase in support services for Information Technology. The Maintenance & Supplies category is 34% higher due to increased sewer line cleaning, cleaning treatments, electrical maintenance, Geographic Information System (GIS) data collection and purchase of new sewer equipment.

FY 2017-2018 Adopted Sewer Fund Expenditures
Totals \$6,265,527



Summary of Projected Sewer Fund Expenditures by Category
FY 2016-2017 and FY 2017-2018

Expenditure Category	Amended FY 2016-2017	Estimated FY 2016-2017	Adopted FY 2017-2018	Amended vs Adopted
Salaries and Benefits	\$ 919,027	\$ 820,641	\$ 1,000,990	8.92%
Maintenance, Supplies, Services & Rentals	226,025	164,940	303,700	34.37%
Contractual Services	2,884,962	2,070,532	2,569,840	-10.92%
Debt Service	1,791,494	1,791,494	1,787,033	-0.25%
Overhead and Reimbursements/Transfers	428,333	428,333	428,332	0.00%
Internal Service Fund	152,241	127,241	175,632	15.36%
Totals	\$ 6,402,082	\$ 5,403,181	\$ 6,265,527	-2.13%

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 2017-2018 is \$764,688 compared to FY 2016-2017 estimated total revenue of \$541,556. The increase of \$223,000 is primarily due to the Road Repair and Accountability Act of 2017 or SB1 approved by the State of California resulting in \$52.8 billion over the next decade for the backlog in deteriorating infrastructure. Upon full phase-in, each city and county would see their Highway Users Tax Accounts (HUTA, Streets and Highways Code Sec 2103-2107) funds double with annual growth from new annual CPI tax rate adjustments. FY 2017-2018 would include a partial year of additional funding. Cities and counties will also receive additional

streets and road funding through allocations to counties that have passed countywide transportation sales taxes or other programs. 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 National Pollutant Discharge Elimination System (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. The City has recently completed an audit of the current assessments to insure the County has the correct assessment information. As a result, revenues are anticipated to increase by \$25,000 in FY 2017-2018. The General Fund has been subsidizing the fund annually with a \$75,000 transfer. In FY 2017-2018, the City will discontinue the subsidy and rely on accumulated fund balance. A total amount of \$48,607 will be used from fund balance to support the current program expenditures of \$142,354. Upon the completion of the implementation of the audit, revenues will stabilize at \$124,000 per year. The total FY 2017-2018 expenditures consists of salaries, benefits, and contracted costs.

Other Information

Detailed Fund and Department budget information can be found in this budget document. Questions regarding the FY 2017-2018 budget overview should be directed to the City Manager at (951) 270-5611 or Finance Officer at (951) 270-5650.



CITY COUNCIL & STAFF



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CITY OF NORCO



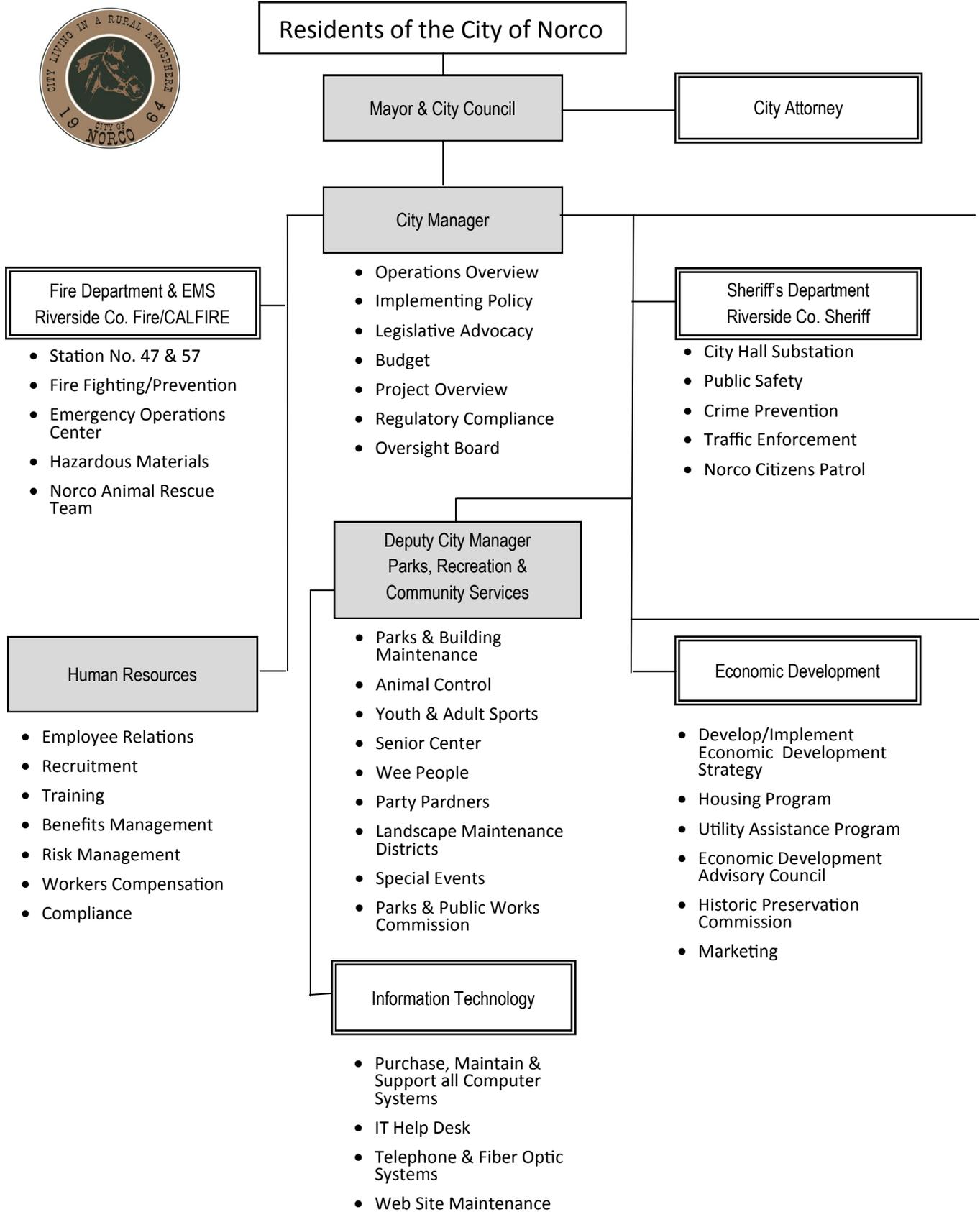
CITY COUNCIL MEMBERS

		<u>TERM ENDING YEAR</u>
Greg Newton	Mayor	2018
Ted Hoffman	Mayor Pro Tem	2020
Kevin Bash	Council Member	2018
Robin Grundmeyer	Council Member	2020
Berwin Hanna	Council Member	2020

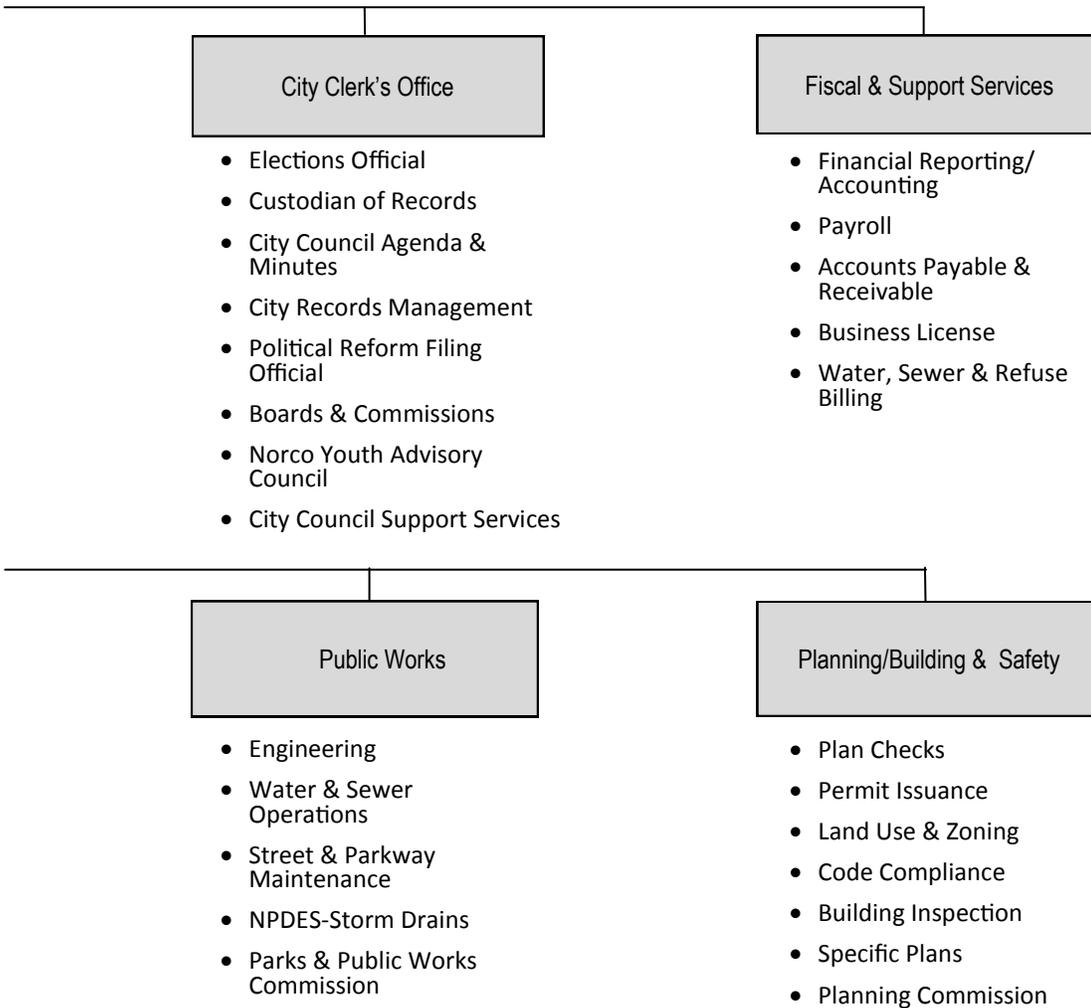
CITY OFFICIALS

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

City of Norco



Functional Organization Chart





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BUDGET SUMMARY



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City of Norco, California
FY 2018 Operating Budget Summary

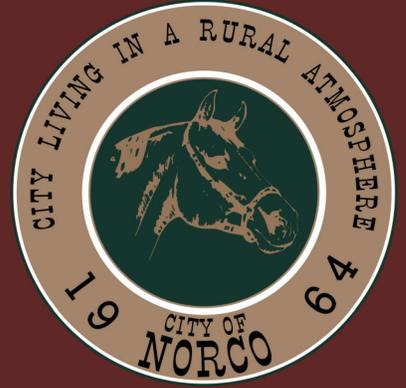
<i>Expenditures:</i>	<i>FY 2016 Actual</i>	<i>FY 2017 Amended Budget</i>	<i>FY 2017 Estimated Year-End Total</i>	<i>FY 2018 Budget Request</i>
Salaries and Benefits	\$ 5,571,876	6,510,795	6,172,231	6,959,832
Employee Related Expenditures	92,916	111,247	93,512	175,877
Supplies and Services	2,206,771	1,748,821	1,694,711	1,851,916
Maintenance and Rentals	328,210	405,805	325,243	455,355
Operations and Utilities	5,493,605	6,507,369	5,613,141	6,767,299
Contractual and Professional Services	13,331,594	14,841,089	13,632,676	15,750,091
Miscellaneous/Pass Through	652,345	864,022	861,254	849,166
Debt Service	2,794,618	2,858,569	2,858,569	2,744,404
Internal Service Fund Charges	1,063,522	1,086,654	1,031,589	1,243,637
Capital Outlay	30,689	459,520	130,675	488,977
Transfers Out	879,446	333,204	333,204	853,204
<i>Total Expenditures</i>	<i>\$ 32,445,591</i>	<i>35,727,095</i>	<i>32,746,805</i>	<i>38,139,758</i>

<i>Funding Sources:</i>	<i>FY 2016 Actual</i>	<i>FY 2017 Amended Budget</i>	<i>FY 2017 Estimated Year-End Total</i>	<i>FY 2018 Budget Request</i>
General Fund	\$ 16,434,176	18,054,135	17,787,085	20,432,569
Water Fund	9,203,868	9,904,094	8,574,450	10,053,385
Sewer Fund	5,893,961	6,402,082	5,403,181	6,265,527
Gas Tax Fund	609,565	735,270	683,163	770,605
NPDES Storm Drainage Fund	112,555	137,425	109,523	142,354
Grants (CDBG & Miscellaneous)	191,467	494,089	189,403	475,319
<i>Total Funding Sources</i>	<i>\$ 32,445,591</i>	<i>35,727,095</i>	<i>32,746,805</i>	<i>38,139,758</i>

A = Excludes AQMD Transfers Out of \$1,500 and \$90,000 in vehicle purchases.



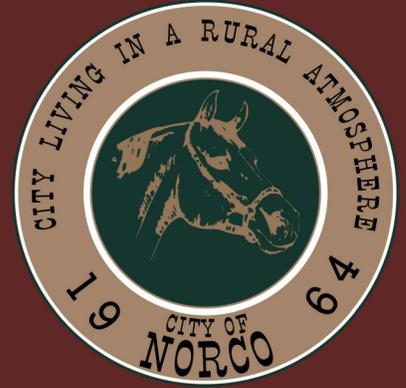
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BUDGET BY FUNDS



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BEGINNING & ENDING FUND BALANCES—ALL FUNDS



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City of Norco
 FY 2017 - 2018 Budget
 Beginning and Ending Fund Balances
 (Operating Funds Only)

<i>Fund #</i>	<i>Fund Name</i>	<i>Est. Beg. Balance July 1, 2017</i>	<i>FY 2017-2018 Estimated Revenues</i>	<i>FY 2017-2018 Transfers In</i>	<i>FY 2017-2018 Transfers Out</i>	<i>FY 2017- 2018 Estimated Expenditures</i>	<i>Estimated Ending Balance June 30, 2018</i>	<i>Increase (Decrease) in Fund Balance</i>
121	General	\$ 10,900,189	18,057,055	379,354	595,000	19,837,569	8,904,029	(1,996,160)
123	CDBG Funds	-	314,399	-	-	314,399	-	-
122, 160-65	Miscellaneous Grants	-	160,920	-	-	160,920	-	-
124	Water	1,986,039	10,787,945	-	129,102	9,924,283	2,720,599	734,561
126	Sewer	5,632,328	7,538,268	-	129,102	6,136,425	6,905,069	1,272,741
133	Gas Tax	659,361	764,688	-	-	770,605	653,443	(5,917)
139	NPDES	77,948	93,747	-	-	142,354	29,342	(48,607)
156	AQMD	83,665	33,000	-	1,500	-	115,165	31,500
	Special Districts & CIP - Memo	-	-	595,000	119,650	-	-	-
	Subtotal	19,339,529	37,750,022	974,354	974,354	37,286,554	19,327,647	(11,883)
<i>Internal Service Funds - Memo Only</i>								
128	Vehicle Replacement	2,836,465	437,751	-	-	339,293	2,934,923	98,458
134	Benefits & Insurance	(104,945)	376,153	-	-	321,436	(50,228)	54,717
135	Information Technology	820,251	431,750	-	-	446,049	805,952	(14,299)
	Subtotal	3,551,771	1,245,654	-	-	1,106,778	3,690,646	138,876
	Grand Total	\$ 22,891,300	38,995,675	974,354	974,354	38,393,332	23,018,293	126,993



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GENERAL FUND



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City of Norco, California
Projected General Fund Revenue

Account Number		FY 2017 Amended Budget	FY 2017 YTD as of 5/20/17	FY 2017 Estimated Year-End Total	FY 2018 Budget Estimate
Property Taxes					
121-000-50100	Current Secured Taxes	\$ 1,269,148	\$ 856,431	\$ 1,269,148	\$ 1,309,945
121-000-50105	Current Unsecured	52,855	52,855	52,855	56,400
121-000-50115	Homeowner's exemption	15,550	12,999	15,550	16,880
121-000-50120	Prior Years Sec'd & Unsec'd	59,000	18,023	59,000	45,060
121-000-50125	Supplemental Taxes	22,500	22,749	22,749	33,165
121-000-50135	Tax Penalties	800	665	800	2,080
121-000-50140	Tax Increment	233,900	124,171	233,900	233,900
	Total	1,653,753	1,087,893	1,654,002	1,697,430
Sales Taxes					
121-000-50150	Sales Tax	6,572,130	4,325,119	6,653,000	6,741,000
	Total	6,572,130	4,325,119	6,653,000	6,741,000
Other Taxes					
121-000-50160	Public Safety Sales Tax	305,320	233,696	311,530	321,810
121-000-50165	Property Transfer Tax	102,635	89,280	102,635	102,635
121-000-50170	Transient Occupancy Tax	540,505	418,319	552,000	568,000
121-000-50185	Business Licenses	250,000	251,172	251,172	250,000
	Total	1,198,460	992,466	1,217,336	1,242,445
Franchise Fees					
121-000-52100	Cable TV Franchise	196,740	120,948	196,740	196,740
121-000-52105	Electric Franchise	278,582	238,750	240,000	240,000
121-000-52110	Gas Franchise	98,672	57,744	57,744	57,360
121-000-52115	Refuse Franchise	896,000	755,913	902,000	927,000
	Total	1,469,994	1,173,356	1,396,484	1,421,100
Motor Vehicle License Fees					
121-000-50130	In Lieu VLF	2,334,904	1,167,452	2,334,904	2,425,966
121-000-52200	VLF in Excess	12,124	12,124	12,124	12,125
	Total	2,347,028	1,179,576	2,347,028	2,438,091
Intergovernmental					
121-000-53205	FEMA & OES Grants	388	-	-	-
121-000-53425	Misc. State Grants	450	450	450	-
121-000-53520	Abandoned Vehicle Abatement	846	846	846	1,200
121-000-53536	City of Eastvale	2,071	2,071	2,071	2,071
	Total	3,755	3,367	3,367	3,271
Fines and Penalties					
121-000-54100	Vehicle Code Fines	60,000	58,390	60,000	72,000
121-000-54105	Parking Citations	35,000	17,137	25,000	35,000
121-000-54110	Municipal Code Violations - A/C	13,000	8,924	9,000	10,000
121-000-54112	Municipal Code Violations - Code Enforcement	18,000	19,906	19,906	24,000
121-000-54115	Municipal Code Admin Citations	300	300	300	300
121-000-54120	Vehicle Impound Fees	19,500	17,265	17,265	17,265
	Total	145,800	121,922	131,471	158,565
Interest Income/Lease					
121-000-54200	Interest Income	40,000	60,605	60,605	50,000
121-000-54215	Library Lease	25,291	27,374	27,374	-
121-000-54220	Communication Site Leases	124,045	129,919	129,919	166,758
121-000-54225	Silverlakes Rental Income	412,339	363,440	412,339	412,339
121-000-54226	Silverlakes Parking Lot Lease	26,000	23,833	26,000	26,000
	Total	627,675	605,171	656,236	655,097

City of Norco, California
Projected General Fund Revenue

Account Number		FY 2017 Amended Budget	FY 2017 YTD as of 5/20/17	FY 2017 Estimated Year-End Total	FY 2018 Budget Estimate
Community Development Fees					
Planning:					
121-000-55100	Planning Fees - CUP	60,000	61,502	61,502	60,000
121-000-55105	Site Plan (Major/Minor)	15,000	24,284	24,284	18,000
121-000-55110	Variance (Major/Minor)	9,400	11,786	11,786	9,000
121-000-55120	Tentative Track Map	5,959	5,959	5,959	-
121-000-55125	Tentative Parcel Map	9,452	16,018	16,018	-
121-000-55130	Specific Plan Review	-	20,439	20,439	-
121-000-55140	Modifications	687	687	687	-
121-000-55150	General Plan Amendment	-	5,609	5,609	-
121-000-55155	Sign Review	6,100	9,812	9,812	8,000
121-000-55160	Entertainment Permit	1,930	-	-	-
121-000-55165	Special Use Permit	-	127	127	-
121-000-55170	Special Event Permit	4,500	2,218	2,218	2,500
121-000-55195	Publications	2,500	1,181	1,181	300
121-000-55205	Planning Information Letter	740	533	533	562
121-000-55210	Architecture Review	2,180	1,026	1,026	900
121-000-55220	Environmental Impact Reports	4,557	7,625	7,625	4,470
121-000-55235	Landscape Plan Check Review	1,400	1,398	1,398	1,200
121-000-55265	Appeal	400	-	200	400
Economic Development:					
121-000-55290	Sixth Street Gateway Sign Advertising	60,000	43,792	56,000	60,000
Building & Safety:					
121-000-55300	Building Permits	16,000	18,787	18,787	14,100
121-000-55305	Building Permit Fees	177,000	259,091	259,091	180,000
121-000-55310	Plan Check Fees	237,800	212,432	237,800	150,000
121-000-55315	Electrical Permit Fees	27,600	31,957	33,750	28,000
121-000-55320	Plumbing Permit Fees	17,800	19,103	19,103	15,500
121-000-55325	Mechanical Permit Fees	22,800	25,803	27,200	23,000
121-000-55330	Sewer Permit Fees	1,000	1,076	1,220	1,220
121-000-55335	Special Inspection Fees	2,000	-	-	-
121-000-55340	Microfilm & Imaging (Bldg)	4,446	7,869	7,869	5,500
Engineering:					
121-000-55400	Encroachment Fees	84,273	107,499	107,499	90,600
121-000-55405	Grading Permit	26,290	24,239	24,239	24,239
121-000-55410	Grading Plan Check Fees	13,284	21,125	21,125	13,000
121-000-55415	Overload Moving Permit	1,160	1,776	1,776	1,160
121-000-55420	Final Map Check	15,000	-	-	-
121-000-55425	Improvement Plan Check	10,000	2,920	2,920	3,000
121-000-55430	Lot Merger Adjustment	4,000	281	281	300
	Total	845,258	947,952	989,064	714,951
Community Services/Recreation					
121-000-55515	Adult Sports	22,180	21,146	21,902	23,333
121-000-55525	Dance-Rainbow	58,540	51,811	56,424	57,960
121-000-55545	Country Dance	1,800	4,260	4,260	2,600
121-000-55600	Youth Sports	76,202	75,237	76,961	78,088
121-000-55605	Private Youth Sports	9,196	-	9,196	9,196
121-000-55610	Trifytt Sports	63	63	63	-
121-000-55615	Wee People/Day Camp	219,174	140,549	185,633	216,546
121-000-55625	Senior Citizen Excursion Fees	570	-	570	500
121-000-55825	Notary & Loan Signing	160	190	190	160
121-000-56200	Lacrosse	2,400	-	-	-
121-000-56210	Taekwon-do	2,904	4,971	4,971	5,200
121-000-56255	Horsemanship	240	-	-	-
121-000-56400	Ingalls Park/North	39,600	38,039	39,600	42,500

City of Norco, California
Projected General Fund Revenue

Account Number		FY 2017	FY 2017 YTD	FY 2017	FY 2018
		Amended Budget	as of 5/20/17	Estimated Year-End Total	Budget Estimate
121-000-56405	Ingalls Park/South	72,000	75,216	75,216	81,500
121-000-56411	Veterans Memorial	4,809	12,473	12,473	11,875
121-000-56420	Bleacher Rentals	5,650	3,150	3,150	3,150
121-000-56421	P&R Infrastructure Repair	1,968	2,170	2,170	2,095
121-000-56422	Rental Services	22,600	10,161	22,600	24,000
121-000-56423	Rental Facility Insurance	4,000	3,741	4,000	6,750
121-000-56424	City Hall Room Rental	500	-	-	400
121-000-56424.10	Senior Center Rental	-	795	795	-
121-000-56425	Community Center	27,700	22,893	28,206	26,000
121-000-56430	Field Lighting	24,000	20,193	35,707	35,939
121-000-56435	Shelter Rental	1,725	2,930	2,930	1,893
121-000-56445	Security Guards	11,000	9,946	11,000	11,000
121-000-56450	Cleaning Fees	7,500	7,487	7,500	7,500
121-000-56455	Cleaning Fees - Restrooms	1,550	1,392	1,550	1,550
121-000-56600	Breakfast with Santa	2,445	2,445	2,445	1,248
121-000-56605	Parade of Lights	23,352	23,568	23,568	24,352
121-000-56612	Norco Fair	1,633	1,633	1,633	-
121-000-56615	Egg Hunt	1,059	920	1,062	1,118
121-000-56620	Concerts in the Park	9,204	5,600	7,856	9,630
121-000-56625	Day of the Cowboy	7,651	7,651	7,651	6,722
121-000-56627	Wheel Chair Basketball	9,579	11,247	11,247	7,000
121-000-56800	Party Parners Donations	909	2,109	2,833	5,000
121-000-56800	Party Parners Special Donations	-	-	17,126	-
121-000-56810	Senior Special Events	11,642	14,469	14,469	1,200
121-000-56811	SC Women's Exercise	600	268	600	600
121-000-56812	SC Doll Class	150	64	650	650
121-000-56813	SC Ceramics Class	650	55	150	150
121-000-56814	Seniors & Pets	-	-	202	-
121-000-56815	Wee People Special Events	975	228	578	975
121-000-56900	AC After Hr Call Reimb	1,400	1,421	1,500	1,400
121-000-56902	Parks & Rec After Hours	1,824	2,418	2,418	1,824
121-000-56903	Riley Gym Banner Program	-	250	250	-
121-000-56905	Banner Installation	1,960	1,960	1,960	1,960
121-000-56910	Parks & Rec Misc Revenue	25,000	24,846	25,000	25,000
	Total	718,064	609,963	730,265	738,564
Other Revenues					
121-000-55185	Fire Permit	4,577	1,725	1,800	1,800
121-000-56426	Film Permit Fees	1,059	1,059	1,059	1,059
121-000-57143	Bulky Community Cleanup Credit	3,386	2,702	3,386	3,386
121-000-57150	Refuse Billing & Collection	68,200	60,522	68,200	68,200
121-000-57155	Penalties	260,000	228,774	260,000	260,000
121-000-57210	NCP Donations	1,559	1,666	1,666	1,666
121-000-57305	Impound Fees	15,000	11,863	13,213	12,000
121-000-57305.10	Animal Impounds (Courts)	1,005	4,953	4,953	-
121-000-57310	Adoption Fees	10,324	9,357	10,100	10,200
121-000-57315	Spay & Neuter Services	18,799	20,555	20,555	19,000
121-000-57320	Animal Shelter Donation	9,000	7,226	16,086	8,000
121-000-57321	Animal Control Special Services Donation	3,730	5,021	5,021	4,000
121-000-57325	Dog Licenses	108,000	135,446	135,446	110,000
121-000-57330	Ranch Licenses	213	-	-	-
121-000-57335	Poultry Licenses	-	206	206	-
121-000-57340	Misc. Animal Control Fees	7,100	7,596	7,596	6,500
121-000-57345	AC Software Maintenance Fee	8,000	9,672	9,672	8,500
121-000-57400	Emergency Medical Subscription	340,000	309,411	331,000	331,000
121-000-57405	Emergency Response Recovery	14,037	30,781	30,781	21,000
121-000-57415	Ambulance Fines (Restricted)	7,847	8,059	21,000	21,000
121-000-57430	Fire Fees	700	62	124	186
121-000-57440	Fire Inspection Fee	82,000	82,086	82,000	82,000
121-000-57440.10	Fire Inspection Fee-Special Events	1,000	858	1,360	1,360

City of Norco, California
Projected General Fund Revenue

Account Number		FY 2017		FY 2017	
		Amended Budget	FY 2017 YTD as of 5/20/17	Estimated Year-End Total	FY 2018 Budget Estimate
121-000-57445	Fire Plan Check Fees	17,000	25,104	25,600	25,600
121-000-57470	Weed & Lot Clearing	12,500	11,304	12,500	12,500
121-000-57605	Damage Claims	-	376	376	376
121-000-57606	Bad Debt Recovery	905	2,643	2,643	2,643
121-000-57610	Reimbursements	15,000	8,929	15,000	15,000
121-000-53512	WRCOG BEYOND Economic Dev. Program	19,850	19,850	19,850	19,850
121-000-57700	Business License Renewal	38,625	38,801	38,900	38,900
121-000-57701	SB1186 Fee	929	1,116	1,116	1,116
121-000-57705	Business License Penalty	11,000	8,065	8,700	8,700
121-000-57715	License Processing Fees	28,500	25,438	25,438	25,438
121-000-57725	Truck Parking Permits	1,746	1,292	1,746	1,746
121-000-57730	Yard Sale Permits	1,700	1,315	1,700	1,700
121-000-57815	Finger Printing	7,000	2,553	7,000	7,000
121-000-57825	Photocopy Charges	1,000	773	1,000	1,000
121-000-57902	Sale of Merchandise	663	1,095	1,095	1,095
121-000-57915	Miscellaneous	25,000	5,513	15,000	15,000
121-000-58100	Contributions- CDBG	13,000	-	12,600	11,422
Total		1,159,954	1,093,768	1,215,488	1,159,943

Overhead/Transfers

121-000-57600	Overhead Charge Water	485,141	377,995	485,141	485,289
121-000-57600.10	Overhead Charge Sewer	299,230	226,207	299,230	299,230
121-000-57600.15	Overhead Charge for Senior Program	4,800	4,000	4,800	4,800
121-000-57600.20	Overhead to LMDS	47,279	39,398	47,279	47,279
121-000-57600-30	Overhead for Storm Drain projects	634	1,308	1,308	-
121-000-57601	Administration-Pension & Health	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	129,103	107,146	129,103	129,102
121-000-59220	Transfer for Street Damage - Water	129,103	107,146	129,103	129,102
121-000-59250	Transfer In-Overhead to CFDS	119,650	99,708	119,650	119,650
121-000-59300	Transfer In-Overhead to CIPS	35,000	26,783	35,000	-
Total		1,609,698	1,349,449	1,610,372	1,465,952

Revenue Category	FY 2017		FY 2017	
	Amended Budget	FY 2017 YTD as of 5/20/17	Estimated Year-End Total	FY 2018 Budget Estimate
Property Taxes	1,653,753	1,087,893	1,654,002	1,697,430
Sales Taxes	6,572,130	4,325,119	6,653,000	6,741,000
Other Taxes	1,198,460	992,466	1,217,336	1,242,445
Franchise Fees	1,469,994	1,173,356	1,396,484	1,421,100
Motor Vehicle in- Lieu Fees	2,347,028	1,179,576	2,347,028	2,438,091
Intergovernmental	3,755	3,367	3,367	3,271
Fines & Penalties	145,800	121,922	131,471	158,565
Interest Income/Lease	627,675	605,171	656,236	655,097
Community Development Fees	845,258	947,952	989,064	714,951
Community Services/Recreation	718,064	609,963	730,265	738,564
Other Revenues	1,159,954	1,093,768	1,215,488	1,159,943
Overhead/Transfers	1,609,698	1,349,449	1,610,372	1,465,952
Total	\$ 18,351,569	13,490,001	18,604,113	18,436,409

City of Norco, California
General Fund Expenditures by Division
Fiscal Year 2017 - 2018

Department	Department Number	FY 2016 Actual	FY 2017 Amended Budget	FY 2017 Estimated Year-End Total	FY 2018 Budget Request	Budget to Budget Change
City Council	701	\$ 95,172	90,706	80,776	93,681	3.28%
City Manager	702	263,724	336,564	339,547	355,203	5.54%
Human Resources	703	-	91,700	87,728	111,038	21.09%
City Clerk	704	303,342	286,704	284,959	326,327	13.82%
City Attorney	705	251,102	255,000	255,000	255,000	0.00%
Fiscal and Support Services	706	624,959	606,248	590,068	640,548	5.66%
Special Events	720	46,250	50,511	46,131	55,789	10.45%
Non Departmental	724	1,822,833	2,059,214	2,087,915	2,803,127	36.13%
Recreation Services	730	660,307	721,661	716,026	750,377	3.98%
Youth and Teen	731	233,666	318,181	282,534	316,331	-0.58%
Park Maintenance	733	511,269	653,405	685,293	821,962	25.80%
Senior Citizens	735	185,000	188,405	195,375	232,197	23.24%
Building Maintenance	737	826,215	908,351	915,007	954,913	5.13%
Public Works Inspection	740	36,151	36,929	38,395	41,570	12.57%
Economic Development	745	257,474	207,801	183,079	204,252	-1.71%
Gateway Sign	745.70	39,548	60,000	56,000	60,000	0.00%
Planning	750	349,077	359,625	356,553	378,746	5.32%
Code Enforcement	751	92,551	104,976	103,502	143,719	36.91%
Building & Safety	752	284,257	372,422	361,178	366,196	-1.67%
Riverside County Fire	761A	3,466,468	3,885,621	3,882,454	4,306,605	10.83%
NART	764	2,270	2,628	2,328	2,628	0.00%
Animal Control	765	601,433	597,370	597,329	621,647	4.06%
Police Protection	772	5,069,255	5,548,275	5,351,221	6,233,897	12.36%
Crossing Guards	773	39,373	45,603	45,603	47,628	4.44%
Citizens Patrol	774	25,743	15,581	19,039	16,100	3.33%
Engineering	800	283,963	178,874	154,372	195,531	9.31%
Parkway Maintenance	850	62,774	71,780	69,674	97,555	35.91%
Totals		\$ 16,434,176	\$ 18,054,135	\$ 17,787,085	\$ 20,432,569	13.17%

City of Norco, California
General Fund Expenditures by Line Item

Account		FY 2017	FY 2017	FY 2018
Number	Account Description	Actual	Amended Budget	Budget Request
			Estimated Year-End Total	
<u>Salaries and Benefits</u>				
30100	Salaries, Full Time	\$ 1,790,920	2,145,193	2,065,589
30105	Salaries, Part Time	448,672	527,632	496,196
30106	Salaries, Part Time (32 hour)	61,550	52,533	49,561
30110	Salaries, Overtime	45,819	34,338	37,316
30200	PERS Retirement	204,077	223,243	211,467
30201	PERS Employer UAL	460,661	783,682	752,050
30202	Pension Replacement Benefit	4,177	3,500	2,854
30205	Employee Group Insurance	348,746	411,374	399,721
30210	Vehicle Allowance	22,405	23,760	23,760
30212	Cell Phone Stipend	1,425	1,716	1,728
30215	Medical Savings Account	4,089	4,450	4,336
30220	FICA/Medicare Insurance	34,966	39,768	38,116
30225	Sick leave buy back	24,206	26,490	26,562
30230	Annual Vacation Cash Out	38,030	31,690	32,492
30235	Deferred Compensation	11,004	13,471	12,812
30240	Continuous Service Bonus	5,550	2,600	2,600
30245	Workers Compensation	38,589	-	24,550
30250	Unemployment	8,554	30,000	11,700
30255	Tuition Reimbursement	-	1,408	580
	Subtotal - Salaries and Benefits	3,553,438	4,356,848	4,193,989
<u>Employee Related Expenditures</u>				
30300	Conferences and Meetings	22,842	33,025	30,199
30305	Auto Mileage	206	350	154
30310	Uniforms & Safety Gear	6,325	8,350	8,050
30315	Employee Hiring Costs	7,286	6,200	5,000
30320	Dues, Memberships and Subscriptions	34,940	34,472	32,709
	Subtotal - Employee Related	71,599	82,397	76,112
<u>Supplies and Services</u>				
30400	Office Supplies	32,904	31,014	31,282
30405	Printing & Copies	5,670	7,859	2,280
30410	Postage	2,827	3,244	2,944
30415	Special Departmental	84,630	82,693	72,188
30416	City Merchandise	-	1,100	1,100
30425	Small Tools	4,880	7,662	7,260
30430	Office Equipment (Small Tools)	74	-	-
30435	Software Expense	4,147	4,148	4,148
30440	Advertising and Promotion	5,027	16,775	6,935
30445	Legal Advertising	5,693	5,700	4,577
30455	Election	35,196	-	-
30460	Medical Insurance Administration	4,590	5,123	4,861
30465	Medical Insurance – Retirees	821,531	856,870	858,395
30470	Post Employment Ben-GASB45	300,000	300,000	300,000
30475	Performance Bonds	1,845	1,855	1,835
30480	Sr. Special Events	1,488	1,000	2,000
30481	SC Women's Exercise	343	600	600
30482	SC Doll Class	124	150	229
30483	SC Ceramics Class	519	650	650
30484	Seniors and Pets	497	-	202
30485	Wee People Special Events	28	975	975
30490	Party Pardners	5,732	2,833	5,000
30495	NCP Special Events	705	1,100	500
30496	NCP Fund Raising	1,944	-	-
	Subtotal - Supplies and Services	1,320,395	1,331,351	1,307,961

City of Norco, California
General Fund Expenditures by Line Item

Account		FY 2017	FY 2017	FY 2018
Number	Account Description	Actual	Amended Budget	Budget Request
			Estimated Year-End Total	
<u>Maintenance and Rentals</u>				
32100	Office Equipment Maintenance	567	1,050	1,050
32105	Equipment Rental	6,053	2,591	1,980
32200	Building and ground maintenance	87,654	82,050	85,033
32205	Refuse/ Nuisance Abatement	6,267	7,600	7,600
32352	Veterans Memorial Maintenance	3,876	3,000	3,000
32400	Trail Maintenance	21,137	28,000	33,000
	Subtotal - Maintenance & Rentals	125,554	124,291	125,663
<u>Operations and Utilities</u>				
33100	Utilities	295,266	299,376	323,724
33100.10	Water Charges	-	99,287	147,475
	Subtotal - Operations & Utilities	295,266	398,663	471,199
<u>Contractual and Professional Services</u>				
34100	Contractual Services	1,516,605	1,405,570	1,410,968
34100.60	Gateway Sign Maintenance	126	5,000	2,555
34100.70	Norco Auto Mall Sign Maintenance	130,400	-	-
34105	Other Professional Services	70,209	145,840	178,322
34110	Engineering Services	-	34,200	35,084
34112	Cal Fire Contract	3,413,915	3,823,245	3,823,245
34115	Law Enforcement Contract	4,819,853	5,266,860	5,080,714
34125	Accounting & Auditing	34,709	33,900	32,549
34130	Financial Services	27,249	30,400	30,400
34145	Recreation Instructors	40,129	36,192	37,563
34150	Special Events	3,063	2,304	1,087
34160	Spay & Neuter	14,815	18,799	17,500
34165	Animal Impounds (Courts)	12,994	2,103	6,825
	Subtotal - Contractual & Professional	10,084,066	10,804,413	10,656,812
<u>Miscellaneous</u>				
35210	Administration Fees-Property Taxes	9,988	12,000	12,448
35215	Parking Fines Collection Costs	22,570	21,120	18,000
35270	Community Promotion	700	600	600
35275	Volunteer Recognition	1,067	1,500	1,613
35280	Employee Recognition	4,574	4,425	4,526
35285	Lake Norconian Club Foundation	43,225	16,775	16,775
35300	Highway Patrol DUI Testing	2,305	4,850	4,850
35311	Sixth Street Banner Program	291	300	-
	Subtotal - Miscellaneous	84,720	61,570	58,812
<u>Internal Service Fund Charges</u>				
42100	Vehicle Operations and Maintenance	97,326	87,300	89,235
42105	Vehicle Replacement Charges	72,050	74,456	74,456
42110	Computing and Comm. Equip Replacement	99,200	24,700	24,700
42115	Computing and Communications Operations	261,578	326,700	326,700
42200	Liability Insurance	84,565	72,355	72,355
42220	Self Insured Expenses	55,850	55,850	55,850
42225	Self Insured Settlements	29,800	29,800	29,800
42230	Excess Workers Comp	58,627	60,341	60,341
42235	Compensated Absences	39,290	-	-
	Subtotal - Internal Service Charges	798,286	731,502	733,437

City of Norco, California
General Fund Expenditures by Line Item

Account			FY 2017	FY 2017	
Number	Account Description	FY 2016	Amended	Estimated	FY 2018
		Actual	Budget	Year-End	Budget
				Total	Request
<u>Capital Outlay</u>					
41210	Public Projects	12,388	18,100	23,100	24,000
43110	Automotive Equipment	13,463	70,000	65,000	5,000
43140	Parks Play Structures	-	-	-	12,000
	Subtotal - Capital Outlay	25,851	88,100	88,100	41,000
<u>Transfers</u>					
44100	Transfers	75,000	75,000	75,000	595,000
	Subtotal - Transfers	75,000	75,000	75,000	595,000
	Total Expenditures	\$ 16,434,176	18,054,135	17,787,085	20,432,569

City of Norco, California
Projected General Fund Balance
As of June 30, 2018

Audited Fund Balance June 30, 2016	\$ 10,083,161
FY 2017 Estimated Revenues/Transfers In	18,604,113
FY 2017 Estimated Expenditures/Transfers Out	<u>17,787,085</u>
Estimated Fund Balance July 1, 2017	10,900,189
FY 2018 Estimated Revenues/Transfers	18,436,409
FY 2018 Estimated Expenditures/Transfers	<u>20,432,569</u>
Estimated Fund Balance June 30, 2018	<u><u>\$ 8,904,029</u></u>



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WATER FUND



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City of Norco, California
Water Fund - Summary of Revenues, Expenditures & Working Capital
Fiscal Year 2017 - 2018

Account Number	Description - Revenues	FY 2016 Actual	FY 2017 Amended Budget	FY 2017 Estimated Year-End Total	FY 2018 Budget Request
124-000-54200	Interest Income	\$ 18,013	13,000	20,000	25,000
124-000-57100	Water Tolls - Domestic	7,203,289	7,665,217	8,348,271	9,640,143
124-000-57105	Water Tolls - Irrigation	752,666	799,486	787,318	803,808
124-000-57115	Energy Pass Thru	71,115	83,326	76,044	79,995
124-000.57120	Sale of Water	-	1,130,000	1,130,000	-
124-000-57125	Bulk Water	26,518	27,000	14,000	15,000
124-000-57130	Reconnection Fee	8,730	7,200	9,000	9,000
124-000-57132	Other Service Fees	198,305	207,233	200,000	200,000
124-000-57915	Miscellaneous	11,368	-	30,000	15,000
124-000-59220	Transfer In from Water Capital	-	700,000	700,000	-
Total Revenues		\$ 8,290,004	10,632,462	11,314,633	10,787,945

Expenditures:	FY 2016 Actual	FY 2017 Amended Budget	FY 2017 Estimated Year-End Total	FY 2018 Budget Request
Salaries and Benefits	\$ 1,052,337	1,013,136	930,498	1,058,003
Employee Related Expenditures	13,361	13,200	10,000	41,600
Supplies and Services	503,919	266,960	250,800	300,060
Maintenance and Rentals	101,700	142,465	94,290	165,790
Operations and Utilities	4,995,493	5,962,779	5,007,700	5,967,700
Contractual and Professional Services	633,224	597,714	415,332	676,162
Overhead Charges	362,824	485,752	485,742	485,899
Debt Service	970,852	1,067,075	1,067,075	957,371
Internal Service Fund Charges	142,935	195,911	163,911	211,698
Capital Outlay	-	30,000	20,000	60,000
Transfers Out	427,223	129,102	129,102	129,102
Total Expenditures	\$ 9,203,868	9,904,094	8,574,450	10,053,385

Revenues Over (Under) Expenditures	\$ 734,561
Estimated Working Capital June 30, 2017	1,986,039
Estimated Working Capital June 30, 2018	<u>\$ 2,720,599</u>

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

Account	FY 2016	FY 2017	FY 2017	FY 2018
Number Account Description	Actual	Amended	Estimated	Budget
Number Account Description	Actual	Budget	Year-End	Request
Number Account Description	Actual	Budget	Total	Request
<u>Salaries and Benefits</u>				
30100 Salaries, Full Time	\$ 327,569	302,976	255,823	332,467
30110 Salaries, Overtime	95,561	70,000	70,000	70,000
30200 PERS Retirement	31,923	28,187	23,728	29,003
30201 PERS Employer UAL	57,313	53,945	45,742	51,765
30205 Employee Group Insurance	87,322	93,659	75,283	90,497
30212 Cell Phone Stipend	-	-	200	522
30215 Medical Savings Account	109	108	107	108
30220 FICA/Medicare Insurance	4,757	5,058	4,724	5,508
30225 Sick leave buy back	2,692	4,500	2,633	3,500
30230 Annual Vacation Cash Out	1,928	3,000	1,175	3,000
30245 Workers Compensation	24,861	-	14,135	-
Subtotal - Salaries and Benefits	634,035	561,433	493,550	586,369
<u>Employee Related Expenditures</u>				
30300 Conferences and Meetings	3,439	3,000	1,500	10,000
30310 Uniforms & Safety Gear	7,224	5,700	5,500	23,500
30320 Dues, Memberships and Subscriptions	2,698	4,500	3,000	8,100
Subtotal - Employee Related	13,361	13,200	10,000	41,600
<u>Supplies and Services</u>				
30400 Office Supplies	2,866	3,000	1,000	5,750
30415 Special Departmental	411,325	174,500	160,000	199,500
30425 Small Tools	3,517	3,500	3,000	8,000
30470 Post Employment Ben-GASB45	50,000	50,000	50,000	50,000
Subtotal - Supplies and Services	467,708	231,000	214,000	263,250
<u>Maintenance and Rentals</u>				
32105 Equipment Rental	1,658	5,000	2,000	5,000
32200 Building and ground maintenance	9,772	3,175	2,000	6,500
32450 Well & Pump Maintenance	90,030	134,000	90,000	154,000
Subtotal - Maintenance & Rentals	101,460	142,175	94,000	165,500
<u>Operations and Utilities</u>				
33100 Utilities	353,690	505,279	300,000	505,000
33100.10 Water Charges	-	-	2,700	5,200
33105 Purchased water	4,637,239	5,282,500	4,700,000	5,282,500
33107 Purchase Water Capital	-	150,000	-	150,000
33115 Chino Pump Tax	4,564	25,000	5,000	25,000
Subtotal - Operations & Utilities	4,995,493	5,962,779	5,007,700	5,967,700
<u>Contractual and Professional Services</u>				
34100 Contractual Services	564,368	528,680	350,000	603,000
Subtotal - Contractual & Professional	564,368	528,680	350,000	603,000

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

Account Number Account Description	FY 2016 Actual	FY 2017 Amended Budget	FY 2017 Estimated Year-End Total	FY 2018 Budget Request
<u>Miscellaneous</u>				
35100 Interest Payments	689,552	672,998	672,998	653,821
35105 Principal Payments	281,300	394,077	394,077	303,550
35150 Administrative Overhead	362,216	485,142	485,142	485,289
35205 Property Taxes	608	610	600	610
Subtotal - Miscellaneous	1,333,676	1,552,827	1,552,817	1,443,270
<u>Internal Service Fund Charges</u>				
42100 Vehicle Operations and Maintenance	68,000	68,000	68,000	87,000
42105 Vehicle Replacement Charges	46,169	61,411	61,411	59,898
42110 Computing and Comm. Equip Replacement	1,300	1,200	1,200	1,100
42115 Computing and Communications Operations	13,000	16,000	16,000	15,200
42220 Self Insured Expenses	166	2,000	-	2,000
42225 Self Insured Settlements	-	30,000	-	30,000
Subtotal - Internal Service Charges	128,635	178,611	146,611	195,198
<u>Capital Outlay</u>				
43100 Equipment	-	15,000	10,000	30,000
43115 Building Improvements	-	15,000	10,000	30,000
Subtotal - Capital Outlay	-	30,000	20,000	60,000
<u>Transfers</u>				
44100 Transfers	427,223	129,102	129,102	129,102
Subtotal - Transfers	427,223	129,102	129,102	129,102
Total Expenditures	\$ 8,665,958	9,329,807	8,017,780	9,454,989

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

Account			FY 2017	FY 2017	FY 2018
Number	Account Description	FY 2016	Amended	Estimated	Budget
		Actual	Budget	Year-End	Request
				Total	
<u>Salaries and Benefits</u>					
30100	Salaries, Full Time	\$ 155,783	165,495	165,320	170,460
30105	Salaries, Part Time	208	-	-	-
30110	Salaries, Overtime	36	-	357	-
30200	PERS Retirement	16,127	16,020	15,391	16,538
30201	PERS Employer UAL	30,709	33,504	32,395	38,397
30205	Employee Group Insurance	32,804	36,797	32,058	33,982
30210	Vehicle Allowance	1,100	1,200	1,200	1,200
30212	Cell Phone Stipend	75	150	-	150
30215	Medical Savings Account	240	267	255	267
30220	FICA/Medicare Insurance	2,300	2,400	2,402	2,472
30225	Sick leave buy back	1,705	2,400	1,736	1,736
30230	Annual Vacation Cash Out	841	2,500	761	800
30235	Deferred Compensation	5	-	-	-
	Subtotal - Salaries and Benefits	241,932	260,733	251,875	266,001
<u>Supplies and Services</u>					
30400	Office Supplies	2,305	1,950	1,500	2,950
30405	Printing	4,904	4,970	6,300	7,820
30410	Postage	29,001	29,040	29,000	26,040
	Subtotal - Supplies and Services	36,211	35,960	36,800	36,810
<u>Maintenance and Rentals</u>					
32100	Office Equipment Maintenance	-	50	50	50
32105	Equipment Rental	240	240	240	240
	Subtotal - Maintenance & Rentals	240	290	290	290
<u>Contractual and Professional Services</u>					
34100	Contractual Services	44,805	44,901	41,600	50,466
34125	Accounting & Auditing	8,937	8,732	8,732	8,995
34130	Financial Services	15,114	15,401	15,000	13,701
	Subtotal - Contractual & Professional	68,856	69,034	65,332	73,162
<u>Internal Service Fund Charges</u>					
42110	Computing and Comm. Equip Replacement	1,300	1,300	1,300	1,300
42115	Computing and Communications Operations	13,000	16,000	16,000	15,200
	Subtotal - Internal Service Charges	14,300	17,300	17,300	16,500
	Total Expenditures	\$ 361,539	383,317	371,597	392,763

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

Account			FY 2017	FY 2017	FY 2018
Number	Account Description	FY 2016	Amended	Estimated	Budget
		Actual	Budget	Year-End	Request
				Total	
<u>Salaries and Benefits</u>					
30100	Salaries, Full Time	\$ 85,199	100,997	96,383	105,292
30105	Salaries, Part Time	2,723	2,500	-	6,870
30110	Salaries, Overtime	125	-	-	-
30200	PERS Retirement	6,181	8,849	8,546	9,207
30201	PERS Employer UAL	10,806	14,439	14,008	16,548
30205	Employee Group Insurance	11,002	18,330	14,201	14,872
30210	Vehicle Allowance	1,460	1,920	1,920	1,920
30212	Cell Phone Stipend	180	240	240	240
30215	Medical Savings Account	65	48	112	48
30220	FICA/Medicare Insurance	1,281	1,500	1,398	1,627
30225	Sick leave buy back	393	700	1,160	1,392
30230	Annual Vacation Cash Out	-	1,200	-	1,200
30235	Deferred Compensation	68	63	-	172
	Subtotal - Salaries and Benefits	\$ 119,483	150,786	137,968	159,387

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

Account			FY 2017	FY 2017	FY 2018
Number	Account Description	FY 2016	Amended	Estimated	Budget
		Actual	Budget	Year-End	Request
				Total	
<u>Salaries and Benefits</u>					
30100	Salaries, Full Time	\$ 15,419	15,349	15,733	16,469
30110	Salaries, Overtime	198	-	756	800
30200	PERS Retirement	1,906	1,690	1,742	1,820
30201	PERS Employer UAL	4,166	4,428	4,490	5,287
30205	Employee Group Insurance	3,872	3,984	4,041	3,990
30220	FICA/Medicare Insurance	221	223	239	251
30225	Sick leave buy back	317	275	327	350
30230	Annual Vacation Cash Out	-	75	-	75
	Subtotal - Salaries and Benefits	\$ 26,098	26,024	27,328	29,041

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

Account Number	Account Description	FY 2016 Actual	FY 2017 Amended Budget	FY 2017 Estimated Year-End Total	FY 2018 Budget Request
<u>Salaries and Benefits</u>					
30100	Salaries, Full Time	\$ 19,278	-	-	-
30200	PERS Retirement	2,375	-	-	-
30201	PERS Employer UAL	5,198	-	-	-
30205	Employee Group Insurance	1,684	-	-	-
30210	Vehicle Allowance	606	-	-	-
30215	Medical Savings Account	30	-	-	-
30220	FICA/Medicare Insurance	304	-	-	-
30225	Sick leave buy back	397	-	-	-
30230	Annual Vacation Cash Out	918	-	-	-
	Subtotal - Salaries and Benefits	30,790	-	-	-
	Total Expenditures	\$ 30,790	-	-	-

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

Account			FY 2017	FY 2017	FY 2018
Number	Account Description	FY 2016	Amended	Estimated	Budget
		Actual	Budget	Year-End	Request
				Total	
Salaries and Benefits					
30100	Salaries, Full Time	\$ -	9,035	9,035	10,930
30200	PERS Retirement	-	996	996	1,208
30201	PERS Employer UAL	-	2,607	2,326	3,508
30205	Employee Group Insurance	-	859	682	868
30212	Cell Phone Stipend	-	72	66	72
30215	Medical Savings Account	-	29	29	29
30220	FICA/Medicare Insurance	-	131	-	158
30225	Sick leave buy back	-	175	104	175
30230	Annual Vacation Cash Out	-	160	-	160
30255	Tuition Reimbursement	-	96	92	96
	Subtotal - Salaries and Benefits	-	14,160	13,330	17,204
	Total Expenditures	\$ -	14,160	13,330	17,204

**City of Norco, California
Water Fund, Building & Safety
Budget Detail by Line Item**

Account			FY 2017	
Number	Account Description	FY 2016	FY 2017	FY 2018
		Actual	Amended	Budget
			Year-End	Request
			Total	
<u>Salaries and Benefits</u>				
30100	Salaries, Full Time	\$ -	-	4,483.00
30200	PERS Retirement	-	-	309.00
30205	Employee Group Insurance	-	-	1,526.00
30220	FICA/Medicare Insurance	-	-	65.00
30225	Sick leave buy back	-	-	63.00
	Subtotal - Salaries and Benefits	-	-	6,446
	Total Expenditures	\$ -	-	6,446



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SEWER FUND



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City of Norco, California
Sewer Fund - Summary of Revenues, Expenditures & Working Capital
Fiscal Year 2017 - 2018

Account Number	Description- Revenues	FY 2016 Actual	FY 2017 Amended Budget	FY 2017 Estimated Year-End Total	FY 2018 Budget Request
126-000-54200	Interest Income	\$ 32,312	19,200	25,200	30,000
126-000-54200.10	Loan Interest	159,281	-	149,793	143,379
126-000-54202	Corona Loan Payments	-	363,607	213,814	220,228
126-000-57145	Sewer Service Charges	6,175,582	6,075,215	6,653,661	7,143,661
126-000-57915	Miscellaneous Revenue	1,809	1,000	500	1,000
	Total Revenues	\$ 6,368,984	6,459,022	7,042,968	7,538,268

Expenditures:	FY 2016 Actual	FY 2017 Amended Budget	FY 2017 Estimated Year-End Total	FY 2018 Budget Request
Salaries and Benefits	\$ 644,065	907,327	814,941	980,490
Employee Related Expenditures	5,458	11,700	5,700	20,500
Supplies and Services	349,689	107,460	100,150	119,810
Maintenance and Rentals	18,481	53,465	21,290	56,790
Operations and Utilities	101,210	50,100	40,000	47,100
Contractual and Professional Services	2,257,988	2,884,962	2,070,532	2,569,840
Overhead Charges	200,000	299,231	299,231	299,230
Debt Service	1,823,767	1,791,494	1,791,494	1,787,033
Internal Service Fund Charges	116,079	152,241	127,241	175,632
Capital Outlay	-	15,000	3,500	80,000
Transfers Out	377,223	129,102	129,102	129,102
Total Expenditures	\$ 5,893,961	6,402,082	5,403,181	6,265,527

Revenues Over (Under) Expenditures	\$ 1,272,741
Estimated Working Capital June 30, 2017	5,632,328
Estimated Working Capital June 30, 2018	\$ 6,905,069

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

Account Number	Account Description	FY 2016 Actual	FY 2017 Amended Budget	FY 2017 Estimated Year-End Total	FY 2018 Budget Request
<u>Salaries and Benefits</u>					
30100	Salaries, Full Time	\$ 134,949	288,834	227,712	318,332
30110	Salaries, Overtime	30,822	30,000	54,016	55,000
30200	PERS Retirement	14,845	26,991	20,665	27,930
30201	PERS Employer UAL	27,543	52,208	41,958	50,702
30205	Employee Group Insurance	39,618	91,266	63,057	88,835
30212	Cell Phone Stipend	-	-	225	642
30215	Medical Savings Account	97	108	107	108
30220	FICA/Medicare Insurance	1,761	4,254	4,085	5,073
30225	Sick leave buy back	1,391	1,600	2,526	2,700
30230	Annual Vacation Cash Out	1,665	1,000	1,175	1,400
30245	Workers Compensation	8,976	-	5,442	-
	Subtotal - Salaries and Benefits	261,668	496,261	420,968	550,720
<u>Employee Related Expenditures</u>					
30300	Conferences and Meetings	325	3,000	-	10,000
30310	Uniforms & Safety Gear	4,628	5,700	5,000	7,500
30320	Dues, memberships and Subscriptions	505	3,000	700	3,000
	Subtotal - Employee Related	5,458	11,700	5,700	20,500
<u>Supplies and Services</u>					
30400	Office Supplies	366	1,000	350	1,000
30415	Special Departmental	261,346	17,000	10,000	22,000
30425	Small Tools	1,766	3,500	3,000	7,000
30470	Post Employment Ben-GASB45	50,000	50,000	50,000	50,000
	Subtotal - Supplies and Services	313,478	71,500	63,350	80,000
<u>Maintenance and Rentals</u>					
32105	Equipment Rental	1,220	5,000	500	5,000
32200	Building and ground maintenance	1,276	3,175	500	6,500
32450	Well & Pump Maintenance	15,745	45,000	20,000	45,000
	Subtotal - Maintenance & Rentals	18,241	53,175	21,000	56,500
<u>Operations and Utilities</u>					
33100	Utilities	101,210	50,100	40,000	47,100
	Subtotal - Operations & Utilities	101,210	50,100	40,000	47,100
<u>Contractual and Professional Services</u>					
34100	Contractual Services	2,188,426	2,810,780	2,000,000	2,498,000
	Subtotal - Contractual & Professional	2,188,426	2,810,780	2,000,000	2,498,000

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

Account Number	Account Description	FY 2016 Actual	FY 2017 Amended Budget	FY 2017 Estimated Year-End Total	FY 2018 Budget Request
<u>Miscellaneous</u>					
35100	Interest Payments	1,245,032	1,189,878	1,189,878	1,163,019
35105	Principal Payments	578,735	601,616	601,616	624,014
35150	Administrative Overhead	200,000	299,231	299,231	299,230
	Subtotal - Miscellaneous	2,023,767	2,090,725	2,090,725	2,086,263
<u>Internal Service Fund Charges</u>					
42100	Vehicle Operations and Maintenance	52,000	52,000	52,000	78,000
42105	Vehicle Replacement Charges	30,779	40,941	40,941	39,932
42110	Computing and Comm. Equip Replacement	1,500	1,000	1,000	1,000
42115	Computing and Communications Operations	17,300	16,000	16,000	15,200
42225	Self Insured Settlements	-	25,000	-	25,000
	Subtotal - Internal Service Charges	101,579	134,941	109,941	159,132
<u>Capital Outlay</u>					
43100	Equipment	-	7,500	3,500	50,000
43115	Building Improvements	-	7,500	-	30,000
	Subtotal - Capital Outlay	-	15,000	3,500	80,000
<u>Transfers</u>					
44100	Transfers	377,223	129,102	129,102	129,102
	Subtotal - Transfers	377,223	129,102	129,102	129,102
	Total Expenditures	\$ 5,391,050	5,863,284	4,884,286	5,707,317

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

Account Number Account Description	FY 2016 Actual	FY 2017 Amended Budget	FY 2017 Estimated Year-End Total	FY 2018 Budget Request
<u>Salaries and Benefits</u>				
30100 Salaries, Full Time	\$ 132,146	138,917	136,134	143,085
30105 Salaries, Part Time	208	-	-	-
30110 Salaries, Overtime	36	-	357	-
30200 PERS Retirement	13,727	13,326	12,774	13,755
30201 PERS Employer UAL	25,776	27,338	26,485	31,330
30205 Employee Group Insurance	29,137	32,676	27,886	29,759
30210 Vehicle Allowance	660	720	720	720
30212 Cell Phone Stipend	45	90	-	90
30215 Medical Savings Account	179	185	177	185
30220 FICA/Medicare Insurance	1,947	2,014	1,979	2,075
30225 Sick leave buy back	1,477	2,000	1,458	1,500
30230 Annual Vacation Cash Out	683	2,000	800	800
30235 Deferred Compensation	5	-	-	-
Subtotal - Salaries and Benefits	206,027	219,266	208,770	223,298
<u>Supplies and Services</u>				
30400 Office Supplies	2,305	1,950	1,500	2,950
30405 Printing	4,904	4,970	6,300	7,820
30410 Postage	29,001	29,040	29,000	29,040
Subtotal - Supplies and Services	36,211	35,960	36,800	39,810
<u>Maintenance and Rentals</u>				
32100 Office Equipment Maintenance	-	50	50	50
32105 Equipment Rental	240	240	240	240
Subtotal - Maintenance & Rentals	240	290	290	290
<u>Contractual and Professional Services</u>				
34100 Contractual Services	44,873	45,200	41,600	48,845
34125 Accounting & Auditing	8,937	8,732	8,732	8,995
34130 Financial Services	15,752	20,250	20,200	14,000
Subtotal - Contractual & Professional	69,562	74,182	70,532	71,840
<u>Internal Service Fund Charges</u>				
42110 Computing and Comm. Equip Replacement	1,500	1,300	1,300	1,300
42115 Computing and Communications Operations	13,000	16,000	16,000	15,200
Subtotal - Internal Service Charges	14,500	17,300	17,300	16,500
Total Expenditures	\$ 326,540	346,998	333,692	351,738

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

Account		FY 2017	FY 2017	FY 2017	FY 2018
Number	Account Description	Actual	Amended Budget	Estimated Year-End Total	Budget Request
<u>Salaries and Benefits</u>					
30100	Salaries, Full Time	\$ 85,199	100,997	96,382	105,292
30105	Salaries, Part Time	2,723	2,500	-	6,870
30110	Salaries, Overtime	125	-	-	-
30200	PERS Retirement	6,181	8,849	8,546	9,207
30201	PERS Employer UAL	10,806	14,439	14,008	16,548
30205	Employee Group Insurance	11,001	18,330	14,201	14,872
30210	Vehicle Allowance	1,460	1,920	1,920	1,920
30212	Cell Phone Stipend	180	240	240	240
30215	Medical Savings Account	65	48	112	48
30220	FICA/Medicare Insurance	1,281	1,500	1,398	1,627
30225	Sick leave buy back	393	700	1,160	1,392
30230	Annual Vacation Cash Out	-	1,200	-	1,200
30235	Deferred Compensation	68	63	-	172
	Subtotal - Salaries and Benefits	\$ 119,482	150,786	137,967	159,387

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

Account Number	Account Description	FY 2016 Actual	FY 2017 Amended Budget	FY 2017 Estimated Year-End Total	FY 2018 Budget Request
<u>Salaries and Benefits</u>					
30100	Salaries, Full Time	\$ 15,419	15,349	15,733	16,469
30110	Salaries, Overtime	198	-	756	800
30200	PERS Retirement	1,906	1,690	1,742	1,820
30201	PERS Employer UAL	4,166	4,428	4,490	5,287
30205	Employee Group Insurance	3,872	3,984	4,041	3,990
30220	FICA/Medicare Insurance	221	223	239	251
30225	Sick leave buy back	317	275	327	350
30230	Annual Vacation Cash Out	-	75	-	75
	Subtotal - Salaries and Benefits	\$ 26,098	26,024	27,328	29,041

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

Account Number	Account Description	FY 2016 Actual	FY 2017 Amended Budget	FY 2017 Estimated Year-End Total	FY 2018 Budget Request
<u>Salaries and Benefits</u>					
30100	Salaries, Full Time	\$ 19,278	-	-	-
30200	PERS Retirement	2,375	-	-	-
30201	PERS Employer UAL	5,198	-	-	-
30205	Employee Group Insurance	1,684	-	-	-
30210	Vehicle Allowance	606	-	-	-
30215	Medical Savings Account	30	-	-	-
30220	FICA/Medicare Insurance	304	-	-	-
30225	Sick leave buy back	397	-	-	-
30230	Annual Vacation Cash Out	918	-	-	-
	Subtotal - Salaries and Benefits	30,790	-	-	-
	Total Expenditures	\$ 30,790	-	-	-

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

Account Number	Account Description	FY 2016 Actual	FY 2017 Amended Budget	FY 2017 Estimated Year-End Total	FY 2018 Budget Request
<u>Salaries and Benefits</u>					
30100	Salaries, Full Time	\$ -	9,035	9,035	10,930
30200	PERS Retirement	-	996	996	1,208
30201	PERS Employer UAL	-	2,607	2,326	3,508
30205	Employee Group Insurance	-	859	683	868
30212	Cell Phone Stipend	-	72	66	72
30215	Medical Savings Account	-	859	29	868
30220	FICA/Medicare Insurance	-	131	131	158
30225	Sick leave buy back	-	175	104	175
30230	Annual Vacation Cash Out	-	160	-	160
30255	Tuition Reimbursement	-	96	92	96
	Subtotal - Salaries and Benefits	-	14,990	13,462	18,044
	Total Expenditures	\$ -	14,990	13,462	18,044

**City of Norco, California
Sewer Fund, Building & Safety
Budget Detail by Line Item**

Account Number	Account Description	FY 2016 Actual	FY 2017 Amended Budget	FY 2017 Estimated Year-End Total	FY 2018 Budget Request
<u>Salaries and Benefits</u>					
30100	Salaries, Full Time	\$ -	-	4,483.00	-
30200	PERS Retirement	-	-	309.00	-
30205	Employee Group Insurance	-	-	1,526.00	-
30220	FICA/Medicare Insurance	-	-	65.00	-
30225	Sick leave buy back	-	-	63.00	-
	Subtotal - Salaries and Benefits	-	-	6,446	-
	Total Expenditures	\$ -	-	6,446	-



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GAS TAX FUND



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City of Norco, California
Gas Tax Fund - Revenues, Expenditures & Fund Balance
Fiscal Year 2017 - 2018

Account Number	Description- Revenues	FY 2016 Actual	FY 2017 Amended Budget	FY 2017 Estimated Year-End Total	FY 2018 Budget Request
133-000-53429	2103 Apportionment	\$ 123,868	65,379	65,379	108,354
133-000-53430	2105 Apportionment	151,706	159,252	159,252	157,297
133-000-53435	2106 Apportionment	96,344	100,977	100,977	99,802
133-000-53440	2107 Apportionment	185,268	205,710	205,710	203,205
133-000-53445	2107.5 Apportionment	6,000	6,000	6,000	6,000
133-000-53446	Road Maintenance Rehabilitation	-	-	-	156,065
133-000-54200	Interest Income	2,699	2,000	4,238	3,000
133-000-57915	Miscellaneous Revenue	20,643	-	-	30,965
Total Revenues		\$ 586,528	539,318	541,556	764,688

Expenditures:	FY 2016 Actual	FY 2017 Amended Budget	FY 2017 Estimated Year-End Total	FY 2018 Budget Request
Salaries and Benefits	\$ 226,048	146,451	149,163	148,055
Employee Related Expenditures	2,497	3,850	1,700	5,250
Supplies and Services	29,049	42,800	35,800	51,700
Maintenance and Rentals	82,475	85,584	84,000	100,000
Operations and Utilities	97,372	91,585	90,000	100,600
Contractual and Professional Services	168,913	360,000	320,000	360,000
Miscellaneous	-	-	-	-
CRA Programs	-	-	-	-
Internal Service Fund Charges	-	-	-	-
Capital Outlay	3,211	5,000	2,500	5,000
Transfers Out	-	-	-	-
Total Expenditures	\$ 609,565	735,270	683,163	770,605

Revenues Over (Under) Expenditures	\$ (5,917)
Estimated Fund Balance June 30, 2017	659,361
Estimated Fund Balance June 30, 2018	<u>\$ 653,443</u>

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

Account Number Account Description	FY 2016 Actual	FY 2017 Amended Budget	FY 2017 Estimated Year-End Total	FY 2018 Budget Request
<u>Salaries and Benefits</u>				
30100 Salaries, Full Time	\$ 90,646	43,289	42,530	36,155
30110 Salaries, Overtime	21,420	15,000	19,425	20,000
30200 PERS Retirement	9,206	4,026	4,579	3,163
30201 PERS Employer UAL	15,291	13,080	7,667	11,944
30205 Employee Group Insurance	25,662	13,219	15,615	9,963
30212 Cell Phone Stipend	-	-	13	90
30215 Medical Savings Account	36	-	19	12
30220 FICA/Medicare Insurance	1,205	781	898	792
30225 Sick leave buy back	715	1,500	397	1,000
30230 Annual Vacation Cash Out	624	900	196	900
30245 Workers Compensation	8,554	-	3,988	-
Subtotal - Salaries and Benefits	173,360	91,795	95,328	84,019
<u>Employee Related Expenditures</u>				
30300 Conferences and Meetings	-	100	-	1,000
30310 Uniforms & Safety Gear	2,497	3,750	1,700	4,250
Subtotal - Employee Related	2,497	3,850	1,700	5,250
<u>Supplies and Services</u>				
30400 Office Supplies	-	100	-	500
30415 Special Departmental	28,181	41,500	35,000	50,000
30425 Small Tools	867	1,200	800	1,200
Subtotal - Supplies and Services	29,049	42,800	35,800	51,700
<u>Maintenance and Rentals</u>				
32300 Traffic Signal Maintenance	82,475	85,584	84,000	100,000
Subtotal - Maintenance & Rentals	82,475	85,584	84,000	100,000
<u>Operations and Utilities</u>				
33100 Utilities	97,372	91,585	90,000	100,600
Subtotal - Operations & Utilities	97,372	91,585	90,000	100,600
<u>Contractual and Professional Services</u>				
34100 Contractual Services	168,913	360,000	320,000	360,000
Subtotal - Contractual & Professional	168,913	360,000	320,000	360,000
<u>Capital Outlay</u>				
43100 Equipment	3,211	5,000	2,500	5,000
Subtotal - Capital Outlay	3,211	5,000	2,500	5,000
Total Expenditures	\$ 556,877	680,614	629,328	706,569

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

Account Number	Account Description	FY 2016 Actual	FY 2017 Amended Budget	FY 2017 Estimated Year-End Total	FY 2018 Budget Request
<u>Salaries and Benefits</u>					
30100	Salaries, Full Time	\$ 6,167	6,140	6,293	6,588
30110	Salaries, Overtime	79	-	303	350
30200	PERS Retirement	762	676	697	728
30201	PERS Employer UAL	1,666	1,771	1,796	2,115
30205	Employee Group Insurance	1,549	1,594	1,616	1,596
30220	FICA/Medicare Insurance	88	89	96	101
30225	Sick leave buy back	127	100	131	140
30230	Annual Vacation Cash Out	-	30	-	30
	Subtotal - Salaries and Benefits	10,439	10,400	10,931	11,647
	Total Expenditures	\$ 10,439	10,400	10,931	11,647

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

Account Number	Account Description	FY 2016 Actual	FY 2017 Amended Budget	FY 2017 Estimated Year-End Total	FY 2018 Budget Request
<u>Salaries and Benefits</u>					
30100	Salaries, Full Time	\$ 30,896	30,844	29,830	32,402
30110	Salaries, Overtime	100	-	-	-
30200	PERS Retirement	2,145	2,579	2,513	2,699
30201	PERS Employer UAL	2,701	3,610	3,502	4,137
30205	Employee Group Insurance	5,251	5,579	5,603	5,572
30210	Vehicle Allowance	365	480	480	480
30212	Cell Phone Stipend	45	60	60	60
30215	Medical Savings Account	32	24	40	24
30220	FICA/Medicare Insurance	446	447	433	550
30225	Sick leave buy back	269	333	444	533
30230	Annual Vacation Cash Out	-	300	-	300
	Subtotal - Salaries and Benefits	42,249	44,256	42,905	52,389
	Total Expenditures	\$ 42,249	44,256	42,905	52,389



NPDES—STORM DRAIN FUND



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City of Norco, California
NPDES Storm Drain Fund - Revenues, Expenditures & Fund Balance
Fiscal Year 2017 - 2018

Account Number	Description-Revenues	FY 2016 Actual	FY 2017 Amended Budget	FY 2017	FY 2018
				Estimated Year-End Total	Budget Request
139-000-53125	Tax Assessments	\$ 64,413	71,274	65,000	93,747
139-000-59200	Transfers In	75,000	75,000	75,000	-
Total Revenues		\$ 139,413	146,274	140,000	93,747

	FY 2016 Actual	FY 2017 Amended Budget	FY 2017	FY 2018
			Estimated Year-End Total	Budget Request
Expenditures:				
Salaries and Benefits	\$ 43,608	43,075	39,523	47,354
Employee Related Expenditures	-	100	-	250
Supplies and Services	-	250	-	750
Maintenance and Rentals	-	-	-	-
Operations and Utilities	-	-	-	-
Contractual and Professional Services	68,947	94,000	70,000	94,000
Miscellaneous	-	-	-	-
CRA Programs	-	-	-	-
Internal Service Fund Charges	-	-	-	-
Capital Outlay	-	-	-	-
Transfers Out	-	-	-	-
Total Expenditures	\$ 112,555	137,425	109,523	142,354
Revenues Over (Under) Expenditures				\$ (48,607)
Estimated Fund Balance June 30, 2017				<u>77,948</u>
Estimated Fund Balance June 30, 2018				<u>\$ 29,342</u>

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

Account			FY 2017	FY 2017	FY 2018
Number	Account Description	FY 2016	Amended	Estimated	Budget
		Actual	Budget	Year-End	Request
				Total	
<u>Salaries and Benefits</u>					
30100	Salaries, Full Time	\$ 15,122	16,622	12,145	18,078
30110	Salaries, Overtime	5,418	4,000	5,076	5,500
30200	PERS Retirement	1,475	1,550	1,572	1,581
30201	PERS Employer UAL	2,164	4,755	2,931	4,961
30205	Employee Group Insurance	5,512	5,203	5,017	4,981
30212	Cell Phone Stipend	-	-	13	15
30215	Medical Savings Account	-	6	7	6
30220	FICA/Medicare Insurance	291	279	250	323
30225	Sick leave buy back	93	150	144	150
30230	Annual Vacation Cash Out	-	110	65	110
30245	Workers Compensation	2,535	-	1,372	-
	Subtotal - Salaries and Benefits	32,610	32,675	28,591	35,706
<u>Employee Related Expenditures</u>					
30300	Conferences and Meetings	-	100	-	250
	Subtotal - Employee Related	-	100	-	250
<u>Supplies and Services</u>					
30400	Office Supplies	-	-	-	50
30415	Special Departmental	-	250	-	700
	Subtotal - Supplies and Services	-	250	-	750
<u>Contractual and Professional Services</u>					
34100	Contractual Services	68,947	94,000	70,000	94,000
	Subtotal - Contractual & Professional	68,947	94,000	70,000	94,000
	Total Expenditures	\$ 101,557	127,025	98,591	130,706

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

Account Number	Account Description	FY 2016 Actual	FY 2017 Amended Budget	FY 2017 Estimated Year-End Total	FY 2018 Budget Request
<u>Salaries and Benefits</u>					
30100	Salaries, Full Time	\$ 6,167	6,140	6,293	6,588
30110	Salaries, Overtime	79	-	303	350
30200	PERS Retirement	762	676	697	728
30201	PERS Employer UAL	1,666	1,771	1,796	2,115
30205	Employee Group Insurance	1,548	1,594	1,616	1,596
30220	FICA/Medicare Insurance	88	89	96	101
30225	Sick leave buy back	127	100	131	140
30230	Annual Vacation Cash Out	-	30	-	30
	Subtotal - Salaries and Benefits	\$ 10,438	10,400	10,931	11,648

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

Account Number	Account Description	FY 2016 Actual	FY 2017 Amended Budget	FY 2017 Estimated Year-End Total	FY 2018 Budget Request
<u>Salaries and Benefits</u>					
30106	Part Time Salaries-32 Hour	\$ 520	-	-	-
30200	PERS Retirement	32	-	-	-
30220	FICA/Medicare Insurance	8	-	-	-
	Subtotal - Salaries and Benefits	\$ 560	-	-	-



MISCELLANEOUS GRANTS



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City of Norco, California
Miscellaneous Grant Funds - Revenues, Expenditures & Fund Balance
Fiscal Year 2017- 2018

Account Number	Description- Revenues	FY 2016 Actual	FY 2017 Amended Budget	FY 2017	FY 2018
				Estimated Year-End Total	Budget Request
122-000-53206	Emergency Mgt Performance Grant	\$ -	8,967	8,967	-
122-000-53305	Homeland Security Grant	5,347	3,296	2,058	-
122-000-53500	Riverside County Transp Commission	60,000	60,000	60,159	60,920
162-000-53260	Supplemental Law Enforcement	114,618	100,000	100,000	100,000
Total Revenues		\$ 179,965	172,263	171,184	160,920

Expenditures:	FY 2016 Actual	FY 2017 Amended Budget	FY 2017	FY 2018
			Estimated Year-End Total	Budget Request
Salaries and Benefits	\$ 44,715	43,958	44,117	47,377
Employee Related Expenditures	-	-	-	-
Supplies and Services	3,720	-	-	-
Maintenance and Rentals	-	-	-	-
Operations and Utilities	4,263	4,242	4,242	4,743
Contractual and Professional Services	114,618	100,000	100,000	100,000
Miscellaneous	4,800	4,800	4,800	4,800
Internal Service Charges	6,222	7,000	7,000	4,000
Capital Outlay	1,627	12,893	11,025	-
Transfers Out	-	-	-	-
Total Expenditures	\$ 179,965	172,893	171,184	160,920

Revenues Over (Under) Expenditures	\$ -
Estimated Fund Balance June 30, 2017	-
Estimated Fund Balance June 30, 2018	<u>\$ -</u>

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

Account Number Account Description	FY 2016 Actual	FY 2017 Amended Budget	FY 2017 Estimated Year-End Total	FY 2018 Budget Request
<u>Salaries and Benefits</u>				
30100 Salaries, Full Time	\$ 28,143	27,107	26,941	27,920
30110 Salaries, Overtime	-	-	21	-
30200 PERS Retirement	3,461	2,984	2,992	3,085
30201 PERS Employer UAL	7,247	7,820	7,735	8,962
30205 Employee Group Insurance	5,395	5,594	5,977	6,945
30215 Medical Savings Account	61	60	60	60
30220 FICA/Medicare Insurance	408	393	391	405
Subtotal - Salaries and Benefits	44,715	43,958	44,117	47,377
<u>Supplies and Services</u>				
30415 Special Departmental	3,720	-	-	-
Subtotal - Supplies and Services	3,720	-	-	-
<u>Operations and Utilities</u>				
33100 Utilities	4,263	4,242	4,242	4,743
Subtotal - Operations & Utilities	4,263	4,242	4,242	4,743
<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	3,500	4,000	4,000	4,000
42115 Computing and Communications Operations	2,722	3,000	3,000	-
Subtotal - Internal Service Charges	6,222	7,000	7,000	4,000
<u>Capital Outlay</u>				
43100 Equipment	1,627	12,893	11,025	-
Subtotal - Capital Outlay	1,627	12,893	11,025	-
Total Expenditures	\$ 65,347	72,893	71,184	60,920

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

Account Number	Account Description	FY 2016 Actual	FY 2017 Amended Budget	FY 2017 Estimated Year-End Total	FY 2018 Budget Request
<u>Contractual and Professional Services</u>					
34115	Law Enforcement Contract	\$ 114,618	100,000	100,000	100,000
	Subtotal - Contractual & Professional	114,618	100,000	100,000	100,000
	Total Expenditures	\$ 114,618	100,000	100,000	100,000



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INFORMATION TECHNOLOGY MEMO ONLY



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Information Technology Division

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 2017 - 2018

Account Number	Description - Revenues	FY 2016 Actual	FY 2017		FY 2018 Budget Request
			Amended Budget	Estimated Year-End Total	
135-000-57625	Charges for Equipment Replacement	\$ 31,000	29,500	29,500	33,000
135-000-57630	Charges for Operations	395,600	393,700	393,700	394,600
135-000-54200	Interest	2,821	2,165	4,330	4,000
135-000-57900	Property Sale	110	150	-	150
Total Revenues		\$ 429,531	425,515	427,530	431,750

Expenditures	FY 2016 Actual	FY 2017		FY 2018 Budget Request
		Amended Budget	Estimated Year-End Total	
Salaries and Benefits	\$ 119,156	142,456	136,181	154,013
Employee Related	365	4,300	2,447	4,400
Supplies and Services	116,895	100,893	98,109	123,178
Maintenance and Rentals	38,121	36,442	42,251	39,544
Operations and Utilities	16,703	20,034	16,283	19,740
Contractual and Professional Services	91,957	89,644	86,039	85,024
Internal Service Fund Charges	587	150	-	150
Miscellaneous	-	-	-	-
Capital Outlay	18,307	28,967	20,000	20,000
Transfers Out	-	-	-	-
Total Expenditures	\$ 402,090	422,886	401,309	446,049

Revenues Over (Under) Expenditures	\$ (14,299)
Estimated Working Capital June 30, 2017	<u>820,251</u>
Estimated Working Capital June 30, 2018	<u><u>\$ 805,952</u></u>

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

Account Number Account Description	FY 2016 Actual	FY 2017 Amended Budget	FY 2017 Estimated Year-End Total	FY 2018 Budget Request
<u>Salaries and Benefits</u>				
30100 Salaries, Full Time	\$ 79,317	108,525	102,272	111,780
30105 Salaries, Part Time	7,983	-	-	-
30110 Salaries, Overtime	12,161	6,691	9,909	13,881
30200 PERS Retirement	4,959	7,114	6,742	7,303
30205 Employee Group Insurance	12,807	15,957	15,516	16,625
30220 FICA/Medicare Insurance	1,446	1,769	1,627	2,025
30225 Sick leave buy back	239	600	-	600
30230 Annual Vacation Cash Out	-	1,000	-	1,000
30235 Deferred Compensation	200	-	-	-
30255 Tuition Reimbursement	45	800	115	800
Subtotal - Salaries and Benefits	119,156	142,456	136,181	154,013
<u>Employee Related Expenditures</u>				
30300 Conferences and Meetings	-	4,000	1,500	4,000
30305 Auto Mileage	86	100	100	100
30320 Dues, memberships and Subscriptions	278	200	847	300
Subtotal - Employee Related	365	4,300	2,447	4,400
<u>Supplies and Services</u>				
30400 Office Supplies	753	1,000	800	500
30410 Postage	11,955	12,000	12,000	12,000
30425 Small Tools	383	250	250	250
30430 Office Equipment	19,780	200	438	200
30435 Software Expense	4,858	16,818	11,283	43,350
30435.10 Software Maintenance and Support	79,167	70,625	73,338	66,878
Subtotal - Supplies and Services	116,895	100,893	98,109	123,178
<u>Maintenance and Rentals</u>				
32100 Office Equipment Maintenance	300	2,340	1,000	2,340
32105 Equipment Rental	37,821	34,102	41,251	37,204
Subtotal - Maintenance & Rentals	38,121	36,442	42,251	39,544
<u>Operations and Utilities</u>				
33100 Utilities	1,040	20,034	1,435	1,500
33100.40 Internet	15,663	-	14,848	18,240
Subtotal - Operations & Utilities	16,703	20,034	16,283	19,740
<u>Contractual and Professional Services</u>				
34100 Contractual Services	2,512	-	-	-
34100.80 Security and Backup	11,243	13,964	10,856	11,081
34100.82 Phone Maintenance	9,644	8,080	6,343	6,343
34105 Other Professional Services	68,558	67,600	68,840	67,600
Subtotal - Contractual & Professional	91,957	89,644	86,039	85,024

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

Account Number Account Description	FY 2016 Actual	FY 2017 Amended Budget	FY 2017 Estimated Year-End Total	FY 2018 Budget Request
<u>Internal Service Fund Charges</u>				
42100 Vehicle Operations and Maintenance	-	150	-	150
42235 Compensated Absences	587	-	-	-
Subtotal - Internal Service Charges	587	150	-	150
<u>Capital Outlay</u>				
43100 Equipment	18,307	28,967	20,000	20,000
Subtotal - Capital Outlay	18,307	28,967	20,000	20,000
Total Expenditures	\$ 402,090	422,886	401,309	446,049



VEHICLE REPLACEMENT FUND MEMO ONLY



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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 2017			FY 2018 Budget Request
		FY 2016 Actual	FY 2017 Amended Budget	Estimate d Year- End Total	
128-000-57625	Charges for Vehicle Replacement	\$ 148,998	176,808	176,808	190,866
128-000-57630	Charges for Operations	215,300	210,000	209,000	246,885
128-000-54200	Interest	9,826	-	15,602	-
128-000-57500.10	City Maintenance Yard/Vehicles	10,704	-	13,235	-
128-000-57605	Damage Claim	-	-	6,718	-
Total Revenues		\$ 384,828	386,808	421,363	437,751

Expenditures	FY 2017			FY 2018 Budget Request
	FY 2016 Actual	FY 2017 Amended Budget	Estimated Year-End Total	
Salaries and Benefits	\$ -	-	-	-
Employee Related	-	-	-	-
Supplies and Services	-	-	-	-
Maintenance and Rentals	-	-	-	-
Operations and Utilities	-	-	-	-
Contractual and Professional Services	-	-	-	-
Miscellaneous	-	-	-	-
Internal Service Charges	243,733	259,663	231,593	301,093
Capital Outlay	-	166,679	166,679	38,200
Transfers Out	-	-	-	-
Total Expenditures	\$ 243,733	426,342	398,272	339,293

Revenues Over (Under) Expenditures	\$ 98,458
Estimated Working Capital June 30, 2017	<u>2,836,465</u>
Estimated Working Capital June 30, 2018	<u>\$ 2,934,923</u>



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BENEFITS & INSURANCE FUND

MEMO ONLY



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City of Norco, California
Benefits and Insurance Fund - Revenues, Expenditures & Working Capital - Memo Only
Fiscal Year 2017 - 2018

Account Number	Description - Revenues	FY 2016 Actual	FY 2017 Amended Budget	FY 2017 Estimated Year-End Total	FY 2018 Budget Request
134-000-54200	Interest	\$ 4,720	3,000	6,910	5,500
134-000-57630	Internal Service Operations	307,826	298,192	298,192	370,653
Total Revenues		\$ 312,546	301,192	305,102	376,153

Expenditures	FY 2016 Actual	FY 2017 Amended Budget	FY 2017 Estimated Year-End Total	FY 2018 Budget Request
Salaries and Benefits	\$ -	-	-	-
Employee Related	-	-	-	-
Supplies and Services	-	-	-	-
Maintenance and Rentals	-	-	-	-
Operations and Utilities	-	-	-	-
Contractual and Professional Services	-	-	-	-
Internal Service Fund Charges	385,103	298,192	281,099	321,436
Miscellaneous	-	-	-	-
Capital Outlay	-	-	-	-
Transfers Out	-	-	-	-
Total Expenditures	\$ 385,103	298,192	281,099	321,436

Revenues Over (Under) Expenditures	\$ 54,717
Estimated Working Capital June 30, 2017	(104,945)
Estimated Working Capital June 30, 2018	<u>\$ (50,228)</u>

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

Account Number	Account Description	FY 2016 Actual	FY 2017 Amended Budget	FY 2017 Estimated Year-End Total	FY 2018 Budget Request
<u>Internal Service Fund Charges</u>					
42200	Liability Insurance	\$ 137,586	152,201	151,392	173,890
42220	Self Insured Expenses	11,807	55,850	45,000	50,500
42225	Self Insured Settlements	178,230	29,800	25,000	29,800
42230	Excess Workers Comp	57,480	60,341	59,707	67,246
	Subtotal - Internal Service Charges	385,103	298,192	281,099	321,436
	Total Expenditures	\$ 385,103	298,192	281,099	321,436



REDEVELOPMENT OBLIGATION RETIREMENT FUND



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

<i>Expenditures:</i>	<i>FY 2016 Actual</i>	<i>FY 2017 Amended Budget</i>	<i>FY 2017 Estimated Year-End Total</i>	<i>FY 2018 Budget Request</i>
Salaries and Benefits	\$ -	-	-	-
Employee Related Expenditures	-	-	-	-
Supplies and Services	-	-	-	-
Maintenance and Rentals	-	-	-	-
Operations and Utilities	-	-	-	-
Miscellaneous	358,258	358,258	358,258	250,000
Debt Service	4,387,408	7,046,484	7,046,252	6,956,078
CRA Programs	-	-	-	-
Internal Service Fund Charges	-	-	-	-
Capital Outlay	-	-	-	-
Reimbursements to General Fund	25,116	-	12,423	-
<i>Total Expenditures</i>	<i>\$ 4,770,782</i>	<i>7,404,742</i>	<i>7,416,933</i>	<i>7,206,078</i>

<i>Funding Sources:</i>	<i>FY 2016 Actual</i>	<i>FY 2017 Amended Budget</i>	<i>FY 2017 Estimated Year-End Total</i>	<i>FY 2018 Budget Request</i>
General Fund	\$ -	-	-	-
Water Fund	-	-	-	-
Sewer Fund	-	-	-	-
Gas Tax Fund	-	-	-	-
NPDES Storm Drainage Fund	-	-	-	-
Internal Service Fund	-	-	-	-
Redevelopment Funds	4,770,782	7,404,742	7,416,933	7,206,078
<i>Total Funding Sources</i>	<i>\$ 4,770,782</i>	<i>7,404,742</i>	<i>7,416,933</i>	<i>7,206,078</i>

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

Account Number	Account Description	FY 2016 Actual	FY 2017 Amended Budget	FY 2017 Estimated Year-End Total	FY 2018 Budget Request
<u>Contractual and Professional Services</u>					
34102	City Services	\$ 358,258	358,258	358,258	250,000
	Subtotal - Contractual & Professional	358,258	358,258	358,258	250,000
<u>Debt Service</u>					
35100	Interest Payments	4,221,505	4,129,655	4,129,655	4,019,106
35105	Principal Payments	-	2,915,000	2,915,000	2,935,143
35110	Bond Issuance Costs	118,000	-	-	-
35115	Bond Discount	22,166	-	-	-
35118	Bond Insurance Premium	24,118	-	-	-
35205	Property Taxes	1,619	1,829	1,597	1,829
	Subtotal - Miscellaneous	4,387,408	7,046,484	7,046,252	6,956,078
<u>Transfers</u>					
44105	Inter-Fund	25,116	-	12,423	-
	Subtotal - Transfers	25,116	-	12,423	-
	Total Expenditures	\$ 4,770,782	7,404,742	7,416,933	7,206,078

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

Account Number	Description	FY 2016 Actual	FY 2017 Amended Budget	FY 2017 Estimated Year-End Total	FY 2018 Budget Request
017-5105-35100	2005 Refunding Tax Allocation Bonds Interest	\$ 807,163	804,104	804,104	800,704
017-5105-35105	2005 Refunding Tax Allocation Bonds Principal	-	80,000	80,000	80,000
017-5108-35100	2009 School Pass-through Interest	724,365	711,186	711,186	696,778
017-5108-35105	2009 School Pass-through Principal	-	265,000	265,000	275,000
017-5111-35100	2010 Refunding Tax Allocation Bonds Interest	1,412,165	1,406,519	1,406,519	1,400,444
017-5111-35105	2010 Refunding Tax Allocation Bonds Principal	-	135,000	135,000	150,000
017-5101-35100	2014 Refunding Notes (Pass-through) Interest	509,300.00	495,000	495,000	477,267
017-5101-35105	2014 Refunding Notes (Pass-through) Principal	-	435,000	435,000	460,000
017-5104-35100	2014 Refunding Tax Allocation Bonds Interest	768,512.50	712,846	712,846	643,913
017-5104-35105	2014 Refunding Tax Allocation Bonds Principal	-	1,700,000	1,700,000	1,770,000
017-5010-35105	SERAF Borrowing Repayment	-	300,000	300,000	200,143
Total CRA Debt Service		\$ 4,221,505	7,044,655	7,044,655	6,954,249



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BUDGET BY DEPARTMENT



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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 law 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 2016 Actual</i>	<i>FY 2017 Amended Budget</i>	<i>FY 2017 Estimated Year-End Total</i>	<i>FY 2018 Budget Request</i>
Salaries and Benefits	\$ 89,170	86,206	75,776	82,181
Employee Related Expenditures	5,527	4,000	4,000	10,500
Supplies and Services	475	500	1,000	1,000
Maintenance and Rentals	-	-	-	-
Operations and Utilities	-	-	-	-
Contractual and Professional Services	251,102	255,000	255,000	255,000
Miscellaneous	-	-	-	-
CRA Programs	-	-	-	-
Internal Service Fund Charges	-	-	-	-
Capital Outlay	-	-	-	-
Transfers Out	-	-	-	-
<i>Total Expenditures</i>	<i>\$ 346,274</i>	<i>345,706</i>	<i>335,776</i>	<i>348,681</i>

<i>Funding Sources:</i>	<i>FY 2016 Actual</i>	<i>FY 2017 Amended Budget</i>	<i>FY 2017 Estimated Year-End Total</i>	<i>FY 2018 Budget Request</i>
General Fund	\$ 346,274	345,706	335,776	348,681
Water Fund	-	-	-	-
Sewer Fund	-	-	-	-
Gas Tax Fund	-	-	-	-
NPDES Storm Drainage Fund	-	-	-	-
Internal Service Fund	-	-	-	-
Redevelopment Funds	-	-	-	-
Grant Funds	-	-	-	-
<i>Total Funding Sources</i>	<i>\$ 346,274</i>	<i>345,706</i>	<i>335,776</i>	<i>348,681</i>



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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 Community Redevelopment Agency.

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

<i>Expenditures:</i>		<i>FY 2016 Actual</i>	<i>FY 2017 Amended Budget</i>	<i>FY 2017 Estimated Year-End Total</i>	<i>FY 2018 Budget Request</i>
Salaries and Benefits	\$	89,170	86,206	75,776	82,181
Employee Related Expenditures		5,527	4,000	4,000	10,500
Supplies and Services		475	500	1,000	1,000
Maintenance and Rentals		-	-	-	-
Operations and Utilities		-	-	-	-
Contractual and Professional Services		-	-	-	-
Miscellaneous		-	-	-	-
CRA Programs		-	-	-	-
Internal Service Fund Charges		-	-	-	-
Capital Outlay		-	-	-	-
Transfers		-	-	-	-
<i>Total Expenditures</i>	\$	95,172	90,706	80,776	93,681

<i>Funding Sources:</i>		<i>FY 2016 Actual</i>	<i>FY 2017 Amended Budget</i>	<i>FY 2017 Estimated Year-End Total</i>	<i>FY 2018 Budget Request</i>
General Fund	\$	95,172	90,706	80,776	93,681
Water Fund		-	-	-	-
Sewer Fund		-	-	-	-
Gas Tax Fund		-	-	-	-
NPDES Storm Drainage Fund		-	-	-	-
Internal Service Fund		-	-	-	-
<i>Total Funding Sources</i>	\$	95,172	90,706	80,776	93,681

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

Account Number	Account Description	FY 2016 Actual	FY 2017 Amended Budget	FY 2017 Estimated Year-End Total	FY 2018 Budget Request
<u>Salaries and Benefits</u>					
30100	Salaries, Full Time	\$ 32,999	36,900	32,999	36,900
30200	PERS Retirement	2,322	2,437	2,179	2,446
30201	PERS Employer UAL	6,095	6,387	5,751	7,107
30205	Employee Group Insurance	47,065	39,617	34,039	34,863
30220	FICA/Medicare Insurance	427	535	478	535
30235	Deferred Compensation	261	330	330	330
	Subtotal - Salaries and Benefits	89,170	86,206	75,776	82,181
<u>Employee Related Expenditures</u>					
30300	Conferences and Meetings	5,527	4,000	4,000	10,500
	Subtotal - Employee Related	5,527	4,000	4,000	10,500
<u>Supplies and Services</u>					
30400	Office Supplies	475	500	1,000	1,000
	Subtotal - Supplies and Services	475	500	1,000	1,000
	Total Expenditures	\$ 95,172	90,706	80,776	93,681



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

Expenditures:	FY 2016 Actual	FY 2017 Amended Budget	FY 2017 Estimated Year-End Total	FY 2018 Budget Request
Salaries and Benefits	\$ -	-	-	-
Employee Related Expenditures	-	-	-	-
Supplies and Services	-	-	-	-
Maintenance and Rentals	-	-	-	-
Operations and Utilities	-	-	-	-
Contractual and Professional Services	251,102	255,000	255,000	255,000
Miscellaneous	-	-	-	-
CRA Programs	-	-	-	-
Internal Service Fund Charges	-	-	-	-
Capital Outlay	-	-	-	-
Transfers	-	-	-	-
Total Expenditures	\$ 251,102	255,000	255,000	255,000

Funding Sources:	FY 2016 Actual	FY 2017 Amended Budget	FY 2017 Estimated Year-End Total	FY 2018 Budget Request
General Fund	\$ 251,102	255,000	255,000	255,000
Water Fund	-	-	-	-
Sewer Fund	-	-	-	-
Gas Tax Fund	-	-	-	-
NPDES Storm Drainage Fund	-	-	-	-
Internal Service Fund	-	-	-	-
Redevelopment Funds	-	-	-	-
Total Funding Sources	\$ 251,102	255,000	255,000	255,000

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

Account Number	Account Description	FY 2016 Actual	FY 2017 Amended Budget	FY 2017 Estimated Year-End Total	FY 2018 Budget Request
<u>Contractual and Professional Services</u>					
34100	Contractual Services	\$ 251,102	255,000	255,000	255,000
	Subtotal - Contractual & Professional	251,102	255,000	255,000	255,000
	Total Expenditures	\$ 251,102	255,000	255,000	255,000



**CITY MANAGER, CITY CLERK
ECONOMIC DEVELOPMENT &
HUMAN RESOURCES**

City of Norco, California
City Manager, City Clerk, Economic Development, and Human Resources
Budget Summary By Major Categories

Expenditures:	FY 2016 Actual	FY 2017 Amended Budget	FY 2017 Estimated Year-End Total	FY 2018 Budget Request
Salaries and Benefits	\$ 560,708	765,554	757,790	830,435
Employee Related Expenditures	8,648	16,800	13,739	20,730
Supplies and Services	53,710	26,425	14,020	21,910
Maintenance and Rentals	224	-	-	-
Operations and Utilities	462	500	400	400
Contractual and Professional Services	258,098	168,340	158,156	168,893
Miscellaneous	291	300	-	300
CRA Programs	-	-	-	-
Internal Service Fund Charges	40,543	34,000	34,000	49,400
Capital Outlay	2,984	-	-	-
Transfers Out	-	-	-	-
Total Expenditures	\$ 925,667	1,011,919	978,105	1,092,068

Funding Sources:	FY 2016 Actual	FY 2017 Amended Budget	FY 2017 Estimated Year-End Total	FY 2018 Budget Request
General Fund	\$ 864,087	982,769	951,313	1,056,820
Water Fund	30,790	14,160	13,330	17,204
Sewer Fund	30,790	14,990	13,462	18,044
Gas Tax Fund	-	-	-	-
NPDES Storm Drainage Fund	-	-	-	-
Internal Service Fund	-	-	-	-
Redevelopment Funds	-	-	-	-
Grant Funds	-	-	-	-
Total Funding Sources	\$ 925,667	1,011,919	978,105	1,092,068



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.

2017-18 Goals & Objectives

- Impartially and effectively implement policy directions of the City Council.
- Provide effective direction and supervision to all City Departments to ensure effective service delivery and implementation of programs.
- Manage the implementation of City’s Strategic Plan priorities and action plans.
- Timely respond to questions from individual Council Members and inform them of important matters affecting City operations including changes in legislation, regional developments and local issues.
- Continue to improve the quality and content of information provided in staff and other reports to City Council and other stakeholders/interested parties.
- Provide recommendations on effective and efficient use of City resources through the budget process. Continue to review City policies and procedures for opportunities to improve clarity.
- Work closely with Public Works and other Departments to ensure that at least 75% of all capital projects in the Capital Improvement Program Budget for FY 2017-2018 are completed during the fiscal year.
- Prioritize and emphasize economic development efforts on programs designed to attract businesses that can contribute significantly to general fund revenues – hotels and retail establishments.
- Lead in creating exemplary ethical behavior in City government by complying with laws, rules, regulations and avoiding unnecessary controversies.

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

<i>Expenditures:</i>	<i>FY 2016 Actual</i>	<i>FY 2017 Amended Budget</i>	<i>FY 2017 Estimated Year-End Total</i>	<i>FY 2018 Budget Request</i>
Salaries and Benefits	\$ 307,900	325,264	330,927	338,903
Employee Related Expenditures	2,025	5,100	2,520	4,900
Supplies and Services	140	-	-	-
Maintenance and Rentals	-	-	-	-
Operations and Utilities	462	500	400	400
Contractual and Professional Services	-	-	-	-
Miscellaneous	-	-	-	-
CRA Programs	-	-	-	-
Internal Service Fund Charges	14,777	5,700	5,700	11,000
Capital Outlay	-	-	-	-
Transfers	-	-	-	-
<i>Total Expenditures</i>	<i>\$ 325,304</i>	<i>336,564</i>	<i>339,547</i>	<i>355,203</i>

<i>Funding Sources:</i>	<i>FY 2016 Actual</i>	<i>FY 2017 Amended Budget</i>	<i>FY 2017 Estimated Year-End Total</i>	<i>FY 2018 Budget Request</i>
General Fund	\$ 263,724	336,564	339,547	355,203
Water Fund	30,790	-	-	-
Sewer Fund	30,790	-	-	-
Gas Tax Fund	-	-	-	-
NPDES Storm Drainage Fund	-	-	-	-
Internal Service Fund	-	-	-	-
Miscellaneous Grants	-	-	-	-
<i>Total Funding Sources</i>	<i>\$ 325,304</i>	<i>336,564</i>	<i>339,547</i>	<i>355,203</i>

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

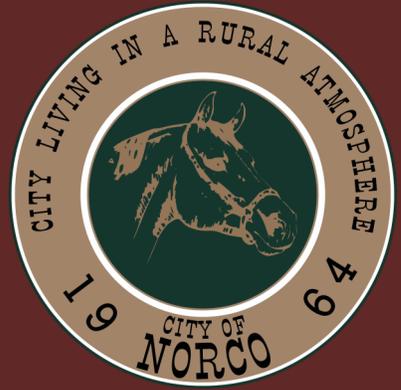
Account Number	Account Description	FY 2016 Actual	FY 2017 Amended Budget	FY 2017 Estimated Year-End Total	FY 2018 Budget Request
<u>Salaries and Benefits</u>					
30100	Salaries, Full Time	\$ 154,227	208,677	208,677	208,677
30200	PERS Retirement	18,996	22,971	23,013	23,057
30201	PERS Employer UAL	41,582	60,203	58,728	66,985
30205	Employee Group Insurance	13,469	15,937	16,857	15,958
30210	Vehicle Allowance	4,850	6,000	6,000	6,000
30215	Medical Savings Account	242	300	300	300
30220	FICA/Medicare Insurance	2,435	3,026	3,026	3,026
30225	Sick leave buy back	3,174	2,650	4,336	5,000
30230	Annual Vacation/Admin Leave Cash Out	7,344	5,500	9,990	9,900
	Subtotal - Salaries and Benefits	246,320	325,264	330,927	338,903
<u>Employee Related Expenditures</u>					
30300	Conferences and Meetings	1,099	3,000	1,600	3,000
30320	Dues, Memberships and Subscriptions	926	2,100	920	1,900
	Subtotal - Employee Related	2,025	5,100	2,520	4,900
<u>Supplies and Services</u>					
30400	Office Supplies	140	-	-	-
	Subtotal - Supplies and Services	140	-	-	-
<u>Operations and Utilities</u>					
33100	Utilities	462	500	400	400
	Subtotal - Operations & Utilities	462	500	400	400
<u>Internal Service Fund Charges</u>					
42110	Computing and Comm. Equip Replacement	1,000	400	400	900
42115	Computing and Communications Operations	8,700	5,300	5,300	10,100
42235	Compensated absences	5,077	-	-	-
	Subtotal - Internal Service Charges	14,777	5,700	5,700	11,000
	Total Expenditures	\$ 263,724	336,564	339,547	355,203

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

Account Number	Account Description	FY 2016 Actual	FY 2017 Amended Budget	FY 2017 Estimated Year-End Total	FY 2018 Budget Request
<u>Salaries and Benefits</u>					
30100	Salaries, Full Time	\$ 19,278	-	-	-
30200	PERS Retirement	2,375	-	-	-
30201	PERS Employer UAL	5,198	-	-	-
30205	Employee Group Insurance	1,684	-	-	-
30210	Vehicle Allowance	606	-	-	-
30215	Medical Savings Account	30	-	-	-
30220	FICA/Medicare Insurance	304	-	-	-
30225	Sick leave buy back	397	-	-	-
30230	Annual Vacation/Admin Leave Cash Out	918	-	-	-
	Subtotal - Salaries and Benefits	\$ 30,790	-	-	-

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

Account Number	Account Description	FY 2016 Actual	FY 2017 Amended Budget	FY 2017 Estimated Year-End Total	FY 2018 Budget Request
<u>Salaries and Benefits</u>					
30100	Salaries, Full Time	\$ 19,278	-	-	-
30200	PERS Retirement	2,375	-	-	-
30201	PERS Employer UAL	5,198	-	-	-
30205	Employee Group Insurance	1,684	-	-	-
30210	Vehicle Allowance	606	-	-	-
30215	Medical Savings Account	30	-	-	-
30220	FICA/Medicare Insurance	304	-	-	-
30225	Sick leave buy back	397	-	-	-
30230	Annual Vacation/Admin Leave Cash Out	918	-	-	-
	Subtotal - Salaries and Benefits	\$ 30,790	-	-	-



CITY CLERK

ADMINISTRATION

City Clerk

The City Clerk serves under the direction of the City Manager and 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, as the City Council liaison, and as custodian of all of the official records for the City of Norco. The City Clerk and staff facilitate the preparation of City Council agenda packets, prepare the minutes for all City Council meetings, administer the City's records management system, maintain the City's Municipal Code, assist in the processing of all legal documents necessary for the operation of the City, ensure that elected and appointed officials comply with filing requirements in accordance with the Political Reform Act, assist in the fulfilling of Public Records Act requests, and are responsible for the input for the City Government Channel and portions of the City website. 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.

2017-2018 Goals and Objectives

- Provide services in an open and transparent manner, build cooperative partnerships and strong working relationships, and identify opportunities to extend and improve the services that the City Clerk's Office provides in order to meet the changing needs of the community.
- Enable and promote civic engagement and involvement through the electoral process, participation in public meetings, outreach, and partnerships with the community.
- 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.
- Improve the City's records management system to enable quick response to public records requests, as well as to more efficiently assist City staff with document research.
- Continue to enhance and promote accessibility and City Clerk services by updating the website for improved user experience.
- Coordinate efforts to provide City Council agenda packets in a usable and functional electronic format available to the community.
- 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 monitor local, state, and federal legislation as it relates to all the operations and functions of the City of Norco to ensure compliance.
- Conduct recruitment for Commission vacancies in 2017.
- Continue to conduct periodic training sessions with departments to revise internal workflow procedures and provide for uniformity with City Council and Commission agenda preparation.

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

<i>Expenditures:</i>		<i>FY 2016 Actual</i>	<i>FY 2017 Amended Budget</i>	<i>FY 2017 Estimated Year-End Total</i>	<i>FY 2018 Budget Request</i>
Salaries and Benefits	\$	239,952	252,764	251,474	278,907
Employee Related Expenditures		1,099	3,640	3,185	6,960
Supplies and Services		41,737	5,000	5,000	8,060
Maintenance and Rentals		-	-	-	-
Operations and Utilities		-	-	-	-
Contractual and Professional Services		1,404	8,300	8,300	10,400
Miscellaneous		-	-	-	-
CRA Programs		-	-	-	-
Internal Service Fund Charges		16,166	17,000	17,000	22,000
Capital Outlay		2,984	-	-	-
Transfers		-	-	-	-
<i>Total Expenditures</i>	\$	303,342	286,704	284,959	326,327

<i>Funding Sources:</i>		<i>FY 2016 Actual</i>	<i>FY 2017 Amended Budget</i>	<i>FY 2017 Estimated Year-End Total</i>	<i>FY 2018 Budget Request</i>
General Fund	\$	303,342	286,704	284,959	326,327
Water Fund		-	-	-	-
Sewer Fund		-	-	-	-
Gas Tax Fund		-	-	-	-
NPDES Storm Drainage Fund		-	-	-	-
Internal Service Fund		-	-	-	-
<i>Total Funding Sources</i>	\$	303,342	286,704	284,959	326,327

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

Account			FY 2017	FY 2017	FY 2018
Number	Account Description	FY 2016	FY 2017	Estimated	FY 2018
		Actual	Budget	Year-End	Budget
				Total	Request
<u>Salaries and Benefits</u>					
30100	Salaries, Full Time	\$ 135,342	141,628	141,628	156,340
30105	Salaries, Part Time	12,822	12,500	12,300	12,500
30200	PERS Retirement	15,021	15,590	15,628	17,274
30201	PERS Employer UAL	36,553	40,860	40,278	50,185
30205	Employee Group Insurance	30,800	31,098	31,492	31,306
30210	Vehicle Allowance	4,850	4,800	4,800	4,800
30212	Cell Phone Stipend	600	600	600	600
30215	Medical Savings Account	545	540	540	540
30220	FICA/Medicare Insurance	2,047	2,235	2,232	2,448
30225	Sick leave buy back	526	800	615	800
30230	Annual Vacation/Admin Leave Cash Out	845	1,000	1,054	1,000
30235	Deferred Compensation	-	313	308	313
30255	Tuition Reimbursement	-	800	-	800
	Subtotal - Salaries and Benefits	239,952	252,764	251,474	278,907
<u>Employee Related Expenditures</u>					
30300	Conferences & Meetings	609	2,920	2,800	5,920
30320	Dues, Memberships and Subscriptions	490	720	385	1,040
	Subtotal - Employee Related	1,099	3,640	3,185	6,960
<u>Supplies and Services</u>					
30400	Office Supplies	3,667	1,200	1,200	1,200
30405	Printing & Copies	-	100	100	100
30410	Postage	42	100	100	100
30416	City Merchandise	-	1,100	1,100	3,300
30445	Legal Advertising	2,833	2,500	2,500	3,360
30455	Election	35,196	-	-	-
	Subtotal - Supplies and Services	41,737	5,000	5,000	8,060
<u>Contractual and Professional Services</u>					
34100	Contractual Services	1,404	8,300	8,300	10,400
	Subtotal - Contractual & Professional	1,404	8,300	8,300	10,400
<u>Internal Service Fund Charges</u>					
42110	Computing and Comm. Equip Replacement	1,000	1,000	1,000	1,800
42115	Computing and Communications Operations	13,000	16,000	16,000	20,200
42235	Compensated Absences	2,166	-	-	-
	Subtotal - Internal Service Charges	16,166	17,000	17,000	22,000
<u>Capital Outlay</u>					
43100	Equipment	2,984	-	-	-
	Subtotal - Capital Outlay	2,984	-	-	-
	Total Expenditures	\$ 303,342	286,704	284,959	326,327

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

Account Number	Department-Generated Revenues	FY 2016 Actual	FY 2017 Amended Budget	FY 2017	FY 2018
				Estimated Year-End Total	Budget Request
57902	Sale of Merchandise	\$ 608	663	1,068	1,068
	Total Revenues	\$ 608	663	1,068	1,068



ECONOMIC DEVELOPMENT

Economic Development

Fiscal Year 2017-2018 Goals & Objectives

- Pursue a comprehensive economic development strategy that addresses both business attraction and retention, while also elevating the City's profile as a destination for visitors.
- Implement aggressive economic development initiatives, including intensified marketing and a sustained presence at national networking forums, that lead to increased municipal revenues and diversification of the local tax base.
- Aggressively implement a "Destination: Norco," marketing campaign—utilizing print, digital and broadcast media—to attract tourists to Horsetown USA and work with local businesses to provide the amenities they seek.
- Continue the financially sustainable management of the Sixth Street Gateway Sign to publicize local events to residents and visitors, generating a modest revenue stream from paid 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 fully organize the City's Historic Collection at the Community Center's Bob and Karlene Allen Room, enabling opportunities for public exhibitions.
- Work with the Economic Development Advisory Council (EDAC) to strengthen its role as a proactive partner in the City's economic development efforts.
- Maintain adequate professional staffing to maintain sustainable economic development activities that yield tangible results for the City.
- 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 location in which to conduct their business, utilizing targeted marketing techniques, networking and retail trade shows.
- Collaborate with other departments to influence prospective development plans, ensuring every proposal addresses the long-term economic benefits to the City.

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

Expenditures:		FY 2016 Actual	FY 2017 Amended Budget	FY 2017 Estimated Year-End Total	FY 2018 Budget Request
Salaries and Benefits	\$	12,856	69,326	62,973	69,039
Employee Related Expenditures		5,524	5,860	6,080	6,620
Supplies and Services		11,833	20,975	8,870	13,400
Maintenance and Rentals		224	-	-	-
Operations and Utilities		-	-	-	-
Contractual and Professional Services		256,694	160,040	149,856	158,493
Miscellaneous		291	300	-	300
CRA Programs		-	-	-	-
Internal Service Fund Charges		9,600	11,300	11,300	16,400
Capital Outlay		-	-	-	-
Transfers		-	-	-	-
Total Expenditures	\$	297,022	267,801	239,078	264,252

Funding Sources:		FY 2016 Actual	FY 2017 Amended Budget	FY 2017 Estimated Year-End Total	FY 2018 Budget Request
General Fund	\$	297,022	267,801	239,078	264,252
Water Fund		-	-	-	-
Sewer Fund		-	-	-	-
Gas Tax Fund		-	-	-	-
NPDES Storm Drainage Fund		-	-	-	-
Internal Service Fund		-	-	-	-
Redevelopment Funds		-	-	-	-
Total Funding Sources	\$	297,022	267,801	239,078	264,252

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

Account Number Account Description	FY 2016 Actual	FY 2017 Amended Budget	FY 2017 Estimated Year-End Total	FY 2018 Budget Request
<u>Salaries and Benefits</u>				
30100 Salaries, Full Time	\$ -	55,890	48,607	53,599
30105 Salaries, Part Time	12,367	1,500	2,180	2,000
30200 PERS Retirement	-	3,664	3,204	3,513
30205 Employee Group Insurance	-	7,162	8,062	8,831
30215 Medical Savings Account	-	240	129	240
30220 FICA/Medicare Insurance	179	832	736	806
30235 Deferred Compensation	309	38	55	50
Subtotal - Salaries and Benefits	12,856	69,326	62,973	69,039
<u>Employee Related Expenditures</u>				
30300 Conferences & Meetings	5,115	5,260	5,550	6,050
30320 Dues, Memberships and Subscriptions	410	600	530	570
Subtotal - Employee Related	5,524	5,860	6,080	6,620
<u>Supplies and Services</u>				
30400 Office Supplies	595	1,000	200	1,000
30405 Printing & Copies	4,008	3,000	680	3,000
30415 Special Departmental	2,978	1,000	1,000	2,000
30440 Advertising and Promotion	3,757	15,175	6,490	6,900
Subtotal - Supplies and Services	11,339	20,175	8,370	12,900
<u>Maintenance and Rentals</u>				
32205 Refuse / Nuisance Abatement	224	-	-	-
Subtotal - Maintenance & Rentals	224	-	-	-
<u>Contractual and Professional Services</u>				
34100 Contractual Services	57,900	60,000	56,500	60,000
34100.70 Norco Auto Mall Sign Maintenance	130,400	-	-	-
34105 Other Professional Services	29,341	40,840	37,856	38,993
Subtotal - Contractual & Professional	217,641	100,840	94,356	98,993
<u>Miscellaneous</u>				
35311 Sixth Street Banner Program	291	300	-	300
Subtotal - Miscellaneous	291	300	-	300
<u>Internal Service Fund Charges</u>				
42110 Computing and Comm. Equip Replacement	900	700	700	1,200
42115 Computing and Communications Operations	8,700	10,600	10,600	15,200
Subtotal - Internal Service Charges	9,600	11,300	11,300	16,400
Total Expenditures	\$ 257,474	207,801	183,079	204,252

City of Norco, California
Sixth Street Gateway Sign, General Fund 121, Department 745.70
Budget Detail By Line Item

Account Number	Account Description	FY 2016 Actual	FY 2017 Amended Budget	FY 2017 Estimated Year-End Total	FY 2018 Budget Request
<u>Supplies and Services</u>					
30405	Printing & Copies	\$ 494	800	500	500
	Subtotal - Supplies and Services	494	800	500	500
<u>Contractual and Professional Services</u>					
34100	Contractual Services	38,927	20,000	18,416	20,810
34100.60	Gateway Sign Maintenance	126	5,000	2,000	5,000
34100.65	Gateway Sign Replacement Charges	-	34,200	35,084	33,690
	Subtotal - Contractual & Professional	39,053	59,200	55,500	59,500
	Total Expenditures	\$ 39,548	60,000	56,000	60,000

Account Number	Department-Generated Revenues	FY 2016 Actual	FY 2017 Amended Budget	FY 2017 Estimated Year-End Total	FY 2018 Budget Request
55290	Sixth Street Gateway Sign Advertising	\$ 61,932	60,000	56,000	60,000
	Total Revenues	\$ 61,932	60,000	56,000	60,000



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HUMAN RESOURCES

Administration

Human Resources

Human Resources manages employee training and development programs; administers the City's position classification, compensation, and benefits system; oversees equal employment opportunity and affirmative action programs; ensures compliance with Federal and State mandates; and administers the workers' compensation and health insurance plans. Responsibilities include risk management, labor negotiations, employee labor relations, recruitment and selection, compensation and classification, benefits, training, employee performance management and investigations. Assists in developing personnel policies and procedures and is responsible for administering various agreements between the City and its employee associations.

2017-18 Goals & Objectives

- Assist the City Manager in the management of the City's risk programs including general liability, workers compensation, and retiree health benefits.
- Work as part of a "team" to provide administrative support.
- Provide training to promote citywide quality customer service.
- Continue to administer low cost training to City employees to ensure compliance to rules and regulations in personnel management practices, quality customer service and succession planning employee development.
- Continue to review local, state, and federal legislation as it relates to the Human Resources operations.
- Conduct recruitments for open positions.
- Continue to develop strategies and procedures necessary to implement recommendations from review of city's risk management and loss control practices.

City of Norco, California
Human Resources, Department 703
Budget Summary By Major Categories

Expenditures:	FY 2016 Actual	FY 2017 Amended Budget	FY 2017 Estimated Year-End Total	FY 2018 Budget Request
Salaries and Benefits	\$ -	118,200	112,416	143,586
Employee Related Expenditures	-	2,200	1,954	2,250
Supplies and Services	-	450	150	450
Maintenance and Rentals	-	-	-	-
Operations and Utilities	-	-	-	-
Contractual and Professional Services	-	-	-	-
Miscellaneous	-	-	-	-
CRA Programs	-	-	-	-
Internal Service Fund Charges	-	-	-	-
Capital Outlay	-	-	-	-
Transfers	-	-	-	-
Total Expenditures	\$ -	120,850	114,520	146,286

Funding Sources:	FY 2016 Actual	FY 2017 Amended Budget	FY 2017 Estimated Year-End Total	FY 2018 Budget Request
General Fund	\$ -	91,700	87,728	111,038
Water Fund	-	14,160	13,330	17,204
Sewer Fund	-	14,990	13,462	18,044
Gas Tax Fund	-	-	-	-
NPDES Storm Drainage Fund	-	-	-	-
Internal Service Fund	-	-	-	-
Total Funding Sources	\$ -	120,850	114,520	146,286

City of Norco, California
Human Resources, General Fund 121, Department 703
Budget Detail By Line Item

Account Number Account Description	FY 2016 Actual	FY 2017 Amended Budget	FY 2017 Estimated Year-End Total	FY 2018 Budget Request
<u>Salaries and Benefits</u>				
30100 Salaries, Full Time	\$ -	57,225	57,225	69,220
30200 PERS Retirement	-	6,297	6,297	7,648
30201 PERS Employer UAL	-	16,509	14,733	22,220
30205 Employee Group Insurance	-	5,443	4,987	5,500
30212 Cell Phone Stipend	-	456	418	456
30215 Medical Savings Account	-	182	182	182
30220 FICA/Medicare Insurance	-	830	542	1,004
30225 Sick leave buy back	-	500	660	500
30230 Annual Vacation Cash Out	-	1,000	-	1,000
30255 Tuition Reimbursement	-	608	580	608
Subtotal - Salaries and Benefits	-	89,050	85,624	108,338
<u>Employee Related Expenditures</u>				
30300 Training	-	1,500	1,500	1,500
30305 Auto Mileage	-	50	4	50
30320 Dues, Memberships and Subscriptions	-	650	450	700
Subtotal - Employee Related	-	2,200	1,954	2,250
<u>Supplies and Services</u>				
30400 Office Supplies	-	150	150	450
30410 Postage	-	300	-	-
Subtotal - Supplies and Services	-	450	150	450
Total Expenditures	\$ -	91,700	87,728	111,038

City of Norco, California
Human Resources, Water Fund 124, Department 703
Budget Detail By Line Item

Account Number	Account Description	FY 2016 Actual	FY 2017 Amended Budget	FY 2017 Estimated Year-End Total	FY 2018 Budget Request
<u>Salaries and Benefits</u>					
30100	Salaries, Full Time	\$ -	9,035	9,035	10,930
30200	PERS Retirement	-	996	996	1,208
30201	PERS Employer UAL	-	2,607	2,326	3,508
30205	Employee Group Insurance	-	859	682	868
30212	Cell Phone Stipend	-	72	66	72
30215	Medical Savings Account	-	29	29	29
30220	FICA/Medicare Insurance	-	131	-	158
30225	Sick leave buy back	-	175	104	175
30230	Annual Vacation Cash Out	-	160	-	160
30255	Tuition Reimbursement	-	96	92	96
Subtotal - Salaries and Benefits		\$ -	14,160	13,330	17,204

City of Norco, California
Human Resources, Sewer Fund 126, Department 703
Budget Detail By Line Item

Account Number	Account Description	FY 2016 Actual	FY 2017 Amended Budget	FY 2017 Estimated Year-End Total	FY 2018 Budget Request
<u>Salaries and Benefits</u>					
30100	Salaries, Full Time	\$ -	9,035	9,035	10,930
30200	PERS Retirement	-	996	996	1,208
30201	PERS Employer UAL	-	2,607	2,326	3,508
30205	Employee Group Insurance	-	859	683	868
30212	Cell Phone Stipend	-	72	66	72
30215	Medical Savings Account	-	859	29	868
30220	FICA/Medicare Insurance	-	131	131	158
30225	Sick leave buy back	-	175	104	175
30230	Annual Vacation Cash Out	-	160	-	160
30255	Tuition Reimbursement	-	96	92	96
	Subtotal - Salaries and Benefits	\$ -	14,990	13,462	18,044



NON DEPARTMENTAL

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

<i>Expenditures:</i>	<i>FY 2016 Actual</i>	<i>FY 2017 Amended Budget</i>	<i>FY 2017 Estimated Year-End Total</i>	<i>FY 2018 Budget Request</i>
Salaries and Benefits	\$ 71,291	337,091	306,885	386,423
Employee Related Expenditures	36,259	33,505	32,505	36,657
Supplies and Services	1,131,568	1,168,443	1,167,451	1,212,270
Maintenance and Rentals	-	-	-	-
Operations and Utilities	-	-	-	-
Contractual and Professional Services	123,816	171,909	235,379	211,326
Miscellaneous	81,057	54,920	52,349	40,015
CRA Programs	-	-	-	-
Internal Service Fund Charges	303,842	218,346	218,346	321,436
Capital Outlay	-	-	-	-
Transfers	75,000	75,000	75,000	595,000
<i>Total Expenditures</i>	<i>\$ 1,822,833</i>	<i>2,059,214</i>	<i>2,087,915</i>	<i>2,803,127</i>

<i>Funding Sources:</i>	<i>FY 2016 Actual</i>	<i>FY 2017 Amended Budget</i>	<i>FY 2017 Estimated Year-End Total</i>	<i>FY 2018 Budget Request</i>
General Fund	\$ 1,822,833	2,059,214	2,087,915	2,803,127
Water Fund	-	-	-	-
Sewer Fund	-	-	-	-
Gas Tax Fund	-	-	-	-
NPDES Storm Drainage Fund	-	-	-	-
Internal Service Fund	-	-	-	-
Redevelopment Funds	-	-	-	-
<i>Total Funding Sources</i>	<i>\$ 1,822,833</i>	<i>2,059,214</i>	<i>2,087,915</i>	<i>2,803,127</i>

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

Account Number	Account Description	FY 2016 Actual	FY 2017 Amended Budget	FY 2017 Estimated Year-End Total	FY 2018 Budget Request
<u>Salaries and Benefits</u>					
30200	PERS Retirement - Survivor Benefit	\$ 2,808	3,552	2,838	3,600
30201	PERS Employer UAL	50,202	297,439	286,893	365,623
30202	Pension Replacement Benefit	4,177	3,500	2,854	3,500
30240	Continuous Service Bonus	5,550	2,600	2,600	1,700
30250	Unemployment Claims Payment	8,554	30,000	11,700	12,000
	Subtotal - Salaries and Benefits	71,291	337,091	306,885	386,423
<u>Employee Related Expenditures</u>					
30300	Training, Conferences, Meetings	1,511	3,100	3,100	5,600
30315	Employee Hiring Costs	7,286	6,000	5,000	6,000
30320	Dues, Memberships and Subscriptions	27,462	24,405	24,405	25,057
	Subtotal - Employee Related	36,259	33,505	32,505	36,657
<u>Supplies and Services</u>					
30400	Office Supplies	2,113	3,600	2,500	3,800
30415	Special Departmental	2,064	1,350	1,350	1,350
30440	Advertising and Promotion	1,270	1,500	345	1,500
30460	Medical Insurance Administration	4,590	5,123	4,861	5,016
30465	Medical Insurance – Retirees	821,531	856,870	858,395	900,604
30470	Post Employment Ben-GASB45	300,000	300,000	300,000	300,000
	Subtotal - Supplies and Services	1,131,568	1,168,443	1,167,451	1,212,270
<u>Contractual and Professional Services</u>					
34100	Contractual Services	48,864	34,832	60,187	76,448
34105	Other Professional Services	40,868	100,000	139,466	100,000
34125	Accounting & Auditing	6,834	6,677	5,326	6,878
34130	Bank Fees and Discount Charges	27,249	30,400	30,400	28,000
	Subtotal - Contractual & Professional	123,816	171,909	235,379	211,326
<u>Miscellaneous</u>					
35210	Administration Fees-Property Taxes	9,988	12,000	12,448	12,500
35215	Parking Fines Collection Costs	22,570	21,120	18,000	21,120
35270	Community Promotion	700	600	600	850
35280	Employee Recognition	4,574	4,425	4,526	5,545
35285	Lake Norconian Club Foundation	43,225	16,775	16,775	-
	Subtotal - Miscellaneous	81,057	54,920	52,349	40,015
<u>Internal Service Fund Charges</u>					
42110	Computing and Comm. Equip Replacement	75,000	-	-	-
42200	Liability Insurance	84,565	72,355	72,355	173,890
42220	Self Insured Expenses	55,850	55,850	55,850	50,500
42225	Self Insured Settlements	29,800	29,800	29,800	29,800
42230	Excess Workers Comp	58,627	60,341	60,341	67,246
	Subtotal - Internal Service Charges	303,842	218,346	218,346	321,436

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

Account Number	Account Description	FY 2016 Actual	FY 2017 Amended Budget	FY 2017 Estimated Year-End Total	FY 2018 Budget Request
<u>Transfers</u>					
44100	Transfers	75,000	75,000	75,000	595,000
	Subtotal - Transfers	75,000	75,000	75,000	595,000
	Total Expenditures	\$ 1,822,833	2,059,214	2,087,915	2,803,127



FISCAL & SUPPORT SERVICES

Fiscal & Support Services

The Fiscal and Support Services Department is responsible for the following functions: accounting and financial reporting, budget administration, 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. Utility Billing performs billing and collections for water, sewer and refuse services. 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.

2017-18 Goals and Objectives

- Provide leadership in the development of FY 2017-2018 operating and capital improvement program budgets. Prepare award winning Comprehensive Annual Financial Report (CAFR) for the fiscal year ending June 30, 2017.
- Ensure successful completion of all FY 2016-2017 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.
- 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.
- Work with credit rating agencies as necessary to maintain and/or enhance the City's bond ratings.
- Identify a financing team and review the debt portfolio for refunding opportunities.

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

Expenditures:	FY 2016 Actual	FY 2017 Amended Budget	FY 2017 Estimated Year-End Total	FY 2018 Budget Request
Salaries and Benefits	\$ 957,267	961,879	932,554	991,799
Employee Related Expenditures	5,923	8,530	8,004	13,305
Supplies and Services	79,166	78,605	80,385	86,005
Maintenance and Rentals	480	630	630	630
Operations and Utilities	284	768	475	480
Contractual and Professional Services	185,160	188,151	175,310	193,831
Miscellaneous	-	-	-	-
CRA Programs	-	-	-	-
Internal Service Fund Charges	84,668	98,000	98,000	99,000
Capital Outlay	89	-	-	-
Transfers	-	-	-	-
Total Expenditures	\$ 1,313,038	1,336,563	1,295,358	1,385,050

Funding Sources:	FY 2016 Actual	FY 2017 Amended Budget	FY 2017 Estimated Year-End Total	FY 2018 Budget Request
General Fund	\$ 624,959	606,248	590,068	640,548
Water Fund	361,539	383,317	371,597	392,763
Sewer Fund	326,540	346,998	333,692	351,738
Gas Tax Fund	-	-	-	-
NPDES Storm Drainage Fund	-	-	-	-
Internal Service Fund	-	-	-	-
Total Funding Sources	\$ 1,313,038	1,336,563	1,295,358	1,385,050

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

Account Number	Account Description	FY 2016 Actual	FY 2017 Amended Budget	FY 2017 Estimated Year-End Total	FY 2018 Budget Request
<u>Salaries and Benefits</u>					
30100	Salaries, Full Time	\$ 331,039	310,816	307,627	320,141
30105	Salaries, Part Time	138	-	-	-
30110	Salaries, Overtime	82	-	734	-
30200	PERS Retirement	35,355	30,812	29,499	31,818
30201	PERS Employer UAL	70,622	67,623	65,198	77,499
30205	Employee Group Insurance	57,233	56,484	55,513	57,262
30210	Vehicle Allowance	2,640	2,880	2,880	2,880
30212	Cell Phone Stipen	180	-	-	-
30215	Medical Savings Account	665	608	588	608
30220	FICA/Medicare Insurance	5,029	4,507	4,471	4,642
30225	Sick leave buy back	4,429	5,150	4,046	5,150
30230	Annual Vacation Cash Out	1,892	3,000	1,352	2,500
30235	Deferred Compensation	3	-	-	-
	Subtotal - Salaries and Benefits	509,308	481,880	471,908	502,499
<u>Employee Related Expenditures</u>					
30300	Conferences and Meetings	3,331	5,830	5,454	10,230
30305	Auto Mileage	206	300	150	300
30320	Dues, Memberships and Subscriptions	2,387	2,400	2,400	2,775
	Subtotal - Employee Related	5,923	8,530	8,004	13,305
<u>Supplies and Services</u>					
30400	Office Supplies	1,974	1,500	1,500	4,000
30405	Printing & Copies	323	680	800	880
30410	Postage	2,602	2,650	2,650	2,650
30475	Performance Bonds	1,845	1,855	1,835	1,855
	Subtotal - Supplies and Services	6,744	6,685	6,785	9,385
<u>Maintenance and Rentals</u>					
32100	Office Equipment Maintenance	-	50	50	50
	Subtotal - Maintenance & Rentals	-	50	50	50
<u>Operations and Utilities</u>					
33100	Utilities	284	768	475	480
	Subtotal - Operations & Utilities	284	768	475	480
<u>Contractual and Professional Services</u>					
34100	Contractual Services	18,867	17,712	12,223	20,787
34125	Accounting & Auditing	27,875	27,223	27,223	28,042
	Subtotal - Contractual & Professional	46,742	44,935	39,446	48,829

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

Account Number	Account Description	FY 2016 Actual	FY 2017 Amended Budget	FY 2017 Estimated Year-End Total	FY 2018 Budget Request
<u>Internal Service Fund Charges</u>					
42100	Vehicle Operations and Maintenance	312	400	400	400
42110	Computing and Comm. Equip Replacement	4,000	4,500	4,500	4,900
42115	Computing and Communications Operations	43,300	58,500	58,500	60,700
42235	Compensated Absences	8,256	-	-	-
	Subtotal - Internal Service Charges	55,868	63,400	63,400	66,000
<u>Capital Outlay</u>					
43100	Equipment	89	-	-	-
	Subtotal - Capital Outlay	89	-	-	-
	Total Expenditures	\$ 624,959	606,248	590,068	640,548

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

Account Number Account Description	FY 2016 Actual	FY 2017 Amended Budget	FY 2017 Estimated Year-End Total	FY 2018 Budget Request
<u>Salaries and Benefits</u>				
30100 Salaries, Full Time	\$ 155,783	165,495	165,320	170,460
30105 Salaries, Part Time	208	-	-	-
30110 Salaries, Overtime	36	-	357	-
30200 PERS Retirement	16,127	16,020	15,391	16,538
30201 PERS Employer UAL	30,709	33,504	32,395	38,397
30205 Employee Group Insurance	32,804	36,797	32,058	33,982
30210 Vehicle Allowance	1,100	1,200	1,200	1,200
30212 Cell Phone Stipen	75	150	-	150
30215 Medical Savings Account	240	267	255	267
30220 FICA/Medicare Insurance	2,300	2,400	2,402	2,472
30225 Sick leave buy back	1,705	2,400	1,736	1,736
30230 Annual Vacation Cash Out	841	2,500	761	800
30235 Deferred Compensation	5	-	-	-
Subtotal - Salaries and Benefits	241,932	260,733	251,875	266,001
<u>Supplies and Services</u>				
30400 Office Supplies	2,305	1,950	1,500	2,950
30405 Printing	4,904	4,970	6,300	7,820
30410 Postage	29,001	29,040	29,000	26,040
Subtotal - Supplies and Services	36,211	35,960	36,800	36,810
<u>Maintenance and Rentals</u>				
32100 Office Equipment Maintenance	-	50	50	50
32105 Equipment Rental	240	240	240	240
Subtotal - Maintenance & Rentals	240	290	290	290
<u>Contractual and Professional Services</u>				
34100 Contractual Services	44,805	44,901	41,600	50,466
34125 Accounting & Auditing	8,937	8,732	8,732	8,995
34130 Financial Services	15,114	15,401	15,000	13,701
Subtotal - Contractual & Professional	68,856	69,034	65,332	73,162
<u>Internal Service Fund Charges</u>				
42110 Computing and Comm. Equip Replacement	1,300	1,300	1,300	1,300
42115 Computing and Communications Operations	13,000	16,000	16,000	15,200
Subtotal - Internal Service Charges	14,300	17,300	17,300	16,500
Total Expenditures	\$ 361,539	383,317	371,597	392,763

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

Account Number Account Description	FY 2016 Actual	FY 2017 Amended Budget	FY 2017 Estimated Year-End Total	FY 2018 Budget Request
<u>Salaries and Benefits</u>				
30100 Salaries, Full Time	\$ 132,146	138,917	136,134	143,085
30105 Salaries, Part Time	208	-	-	-
30110 Salaries, Overtime	36	-	357	-
30200 PERS Retirement	13,727	13,326	12,774	13,755
30201 PERS Employer UAL	25,776	27,338	26,485	31,330
30205 Employee Group Insurance	29,137	32,676	27,886	29,759
30210 Vehicle Allowance	660	720	720	720
30212 Cell Phone Stipen	45	90	-	90
30215 Medical Savings Account	179	185	177	185
30220 FICA/Medicare Insurance	1,947	2,014	1,979	2,075
30225 Sick leave buy back	1,477	2,000	1,458	1,500
30230 Annual Vacation Cash Out	683	2,000	800	800
30235 Deferred Compensation	5	-	-	-
Subtotal - Salaries and Benefits	206,027	219,266	208,770	223,298
<u>Supplies and Services</u>				
30400 Office Supplies	2,305	1,950	1,500	2,950
30405 Printing	4,904	4,970	6,300	7,820
30410 Postage	29,001	29,040	29,000	29,040
Subtotal - Supplies and Services	36,211	35,960	36,800	39,810
<u>Maintenance and Rentals</u>				
32100 Office Equipment Maintenance	-	50	50	50
32105 Equipment Rental	240	240	240	240
Subtotal - Maintenance & Rentals	240	290	290	290
<u>Contractual and Professional Services</u>				
34100 Contractual Services	44,873	45,200	41,600	48,845
34125 Accounting & Auditing	8,937	8,732	8,732	8,995
34130 Financial Services	15,752	20,250	20,200	14,000
Subtotal - Contractual & Professional	69,562	74,182	70,532	71,840
<u>Internal Service Fund Charges</u>				
42110 Computing and Comm. Equip Replacement	1,500	1,300	1,300	1,300
42115 Computing and Communications Operations	13,000	16,000	16,000	15,200
Subtotal - Internal Service Charges	14,500	17,300	17,300	16,500
Total Expenditures	\$ 326,540	346,998	333,692	351,738



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SHERIFF'S DEPARTMENT RIVERSIDE COUNTY SHERIFF

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**

Expenditures:	FY 2016 Actual	FY 2017 Amended Budget	FY 2017 Estimated Year-End Total	FY 2018 Budget Request
Salaries and Benefits	\$ 114,608	115,485	113,427	120,709
Employee Related Expenditures	4,673	4,572	4,572	4,650
Supplies and Services	15,321	16,902	13,323	21,550
Maintenance and Rentals	2,995	3,000	5,500	3,000
Operations and Utilities	10,250	10,315	5,315	5,400
Contractual and Professional Services	5,073,220	5,524,384	5,338,812	6,206,261
Miscellaneous	3,372	6,350	6,463	7,500
CRA Programs	-	-	-	-
Internal Service Fund Charges	24,551	28,451	28,451	28,555
Capital Outlay	-	-	-	-
Transfers	-	-	-	-
Total Expenditures	\$ 5,248,990	5,709,459	5,515,863	6,397,625

Funding Sources:	FY 2016 Actual	FY 2017 Amended Budget	FY 2017 Estimated Year-End Total	FY 2018 Budget Request
General Fund	\$ 5,134,371	5,609,459	5,415,863	6,297,625
Water Fund	-	-	-	-
Sewer Fund	-	-	-	-
Gas Tax Fund	-	-	-	-
NPDES Storm Drainage Fund	-	-	-	-
Internal Service Fund	-	-	-	-
Redevelopment Funds	-	-	-	-
Grant Funds	114,618	100,000	100,000	100,000
Total Funding Sources	\$ 5,248,990	5,709,459	5,515,863	6,397,625

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

Account Number Account Description	FY 2016 Actual	FY 2017 Amended Budget	FY 2017 Estimated Year-End Total	FY 2018 Budget Request
<u>Salaries and Benefits</u>				
30100 Salaries, Full Time	\$ 50,998	52,038	52,038	53,599
30105 Salaries, Part Time	18,775	24,500	19,500	24,500
30200 PERS Retirement	6,281	5,728	5,742	5,922
30201 PERS Employer UAL	13,788	15,013	14,799	17,205
30205 Employee Group Insurance	13,643	14,343	14,915	15,348
30215 Medical Savings Account	242	240	240	240
30220 FICA/Medicare Insurance	1,016	1,110	1,037	1,132
30225 Sick leave buy back	499	500	723	750
30230 Annual Vacation Cash Out	-	1,400	-	1,400
30235 Deferred Compensation	469	613	488	613
Subtotal - Salaries and Benefits	105,712	115,485	109,482	120,709
<u>Employee Related Expenditures</u>				
30300 Conferences and Meetings	1,070	970	970	1,000
30310 Uniforms & Safety Gear	1,599	1,455	1,455	1,500
30320 Dues, memberships and Subscriptions	85	97	97	100
Subtotal - Employee Related	2,754	2,522	2,522	2,600
<u>Supplies and Services</u>				
30400 Office Supplies	6,009	6,000	6,000	6,500
30405 Printing & Copies	843	3,179	200	3,200
30410 Postage	86	97	97	100
30415 Special Departmental	1,025	1,000	1,000	5,600
30425 Small Tools	3,199	2,910	2,910	3,000
Subtotal - Supplies and Services	11,162	13,186	10,207	18,400
<u>Maintenance and Rentals</u>				
32100 Office Equipment Maintenance	567	1,000	1,000	1,000
32200 Building and ground maintenance	2,428	2,000	4,500	2,000
Subtotal - Maintenance & Rentals	2,995	3,000	5,500	3,000
<u>Operations and Utilities</u>				
33100 Utilities	8,547	9,000	4,000	4,000
Subtotal - Operations & Utilities	8,547	9,000	4,000	4,000
<u>Contractual and Professional Services</u>				
34100 Contractual Services	99,375	111,921	112,495	118,489
34115 Law Enforcement Contract	4,819,853	5,266,860	5,080,714	5,940,144
Subtotal - Contractual & Professional	4,919,228	5,378,781	5,193,209	6,058,633

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

Account Number	Account Description	FY 2016 Actual	FY 2017 Amended Budget	FY 2017 Estimated Year-End Total	FY 2018 Budget Request
<u>Miscellaneous</u>					
35300	Highway Patrol DUI Testing	2,305	4,850	4,850	5,000
	Subtotal - Miscellaneous	2,305	4,850	4,850	5,000
<u>Internal Service Fund Charges</u>					
42100	Vehicle Operations and Maintenance	5,000	9,000	9,000	5,000
42105	Vehicle Replacement Charges	6,651	6,651	6,651	10,955
42110	Computing and Comm. Equip Replacement	600	500	500	500
42115	Computing and Communications Operations	4,300	5,300	5,300	5,100
	Subtotal - Internal Service Charges	16,551	21,451	21,451	21,555
	Total Expenditures	\$ 5,069,255	5,548,275	5,351,221	6,233,897

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

Account Number	Account Description	FY 2016 Actual	FY 2017 Amended Budget	FY 2017 Estimated Year-End Total	FY 2018 Budget Request
<u>Contractual and Professional Services</u>					
34100	Contractual Services	\$ 39,373	45,603	45,603	47,628
	Subtotal - Contractual & Professional	39,373	45,603	45,603	47,628
	Total Expenditures	\$ 39,373	45,603	45,603	47,628

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

Account Number	Account Description	FY 2016 Actual	FY 2017 Amended Budget	FY 2017 Estimated Year-End Total	FY 2018 Budget Request
<u>Salaries and Benefits</u>					
30245	Workers Compensation	\$ 8,896	-	3,945	-
	Subtotal - Salaries and Benefits	8,896	-	3,945	-
<u>Employee Related Expenditures</u>					
30300	Conferences and Meetings	187	250	250	250
30310	Uniforms & Safety Gear	1,731	1,800	1,800	1,800
	Subtotal - Employee Related	1,918	2,050	2,050	2,050
<u>Supplies and Services</u>					
30400	Office Supplies	2	49	49	50
30410	Postage	98	97	97	100
30415	Special Departmental	956	970	970	1,000
30425	Small Tools	454	1,500	1,500	1,500
30495	NCP Special Events	705	1,100	500	500
30496	NCP Fund Raising	1,944	-	-	-
	Subtotal - Supplies and Services	4,159	3,716	3,116	3,150
<u>Operations and Utilities</u>					
33100	Utilities	1,703	1,315	1,315	1,400
	Subtotal - Operations & Utilities	1,703	1,315	1,315	1,400
<u>Miscellaneous</u>					
35275	Volunteer Recognition	1,067	1,500	1,613	2,500
	Subtotal - Miscellaneous	1,067	1,500	1,613	2,500
<u>Internal Service Fund Charges</u>					
42100	Vehicle Operations and Maintenance	8,000	7,000	7,000	7,000
	Subtotal - Internal Service Charges	8,000	7,000	7,000	7,000
	Total Expenditures	\$ 25,743	15,581	19,039	16,100

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

Account Number	Account Description	FY 2016 Actual	FY 2017 Amended Budget	FY 2017 Estimated Year-End Total	FY 2018 Budget Request
<u>Contractual and Professional Services</u>					
34115	Law Enforcement Contract	\$ 114,618	100,000	100,000	100,000
	Subtotal - Contractual & Professional	114,618	100,000	100,000	100,000
	Total Expenditures	\$ 114,618	100,000	100,000	100,000



FIRE & EMERGENCY MEDICAL SERVICES RIVERSIDE CO. FIRE/CALFIRE

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**

Expenditures:	FY 2016 Actual	FY 2017 Amended Budget	FY 2017 Estimated Year-End Total	FY 2018 Budget Request
Salaries and Benefits	\$ 17,982	\$ 21,393	\$ 16,891	\$ 21,393
Employee Related Expenditures	-	-	-	-
Supplies and Services	13,525	10,500	10,100	10,500
Maintenance and Rentals	11,437	14,800	14,300	14,800
Operations and Utilities	-	-	-	-
Contractual and Professional Services	3,416,294	3,826,728	3,826,728	4,246,276
Miscellaneous	-	-	-	-
CRA Programs	-	-	-	-
Internal Service Fund Charges	13,186	13,828	15,763	15,263
Capital Outlay	1,660	13,893	12,025	1,000
Transfers	-	-	-	-
Total Expenditures	\$ 3,474,084	\$ 3,901,142	\$ 3,895,807	\$ 4,309,233

Funding Sources:	FY 2016 Actual	FY 2017 Amended Budget	FY 2017 Estimated Year-End Total	FY 2018 Budget Request
General Fund	\$ 3,468,737	\$ 3,888,249	\$ 3,884,782	\$ 4,309,233
Water Fund	-	-	-	-
Sewer Fund	-	-	-	-
Gas Tax Fund	-	-	-	-
NPDES Storm Drainage Fund	-	-	-	-
Internal Service Fund	-	-	-	-
Miscellaneous Grants	5,347	12,893	11,025	-
Total Funding Sources	\$ 3,474,084	\$ 3,901,142	\$ 3,895,807	\$ 4,309,233

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

Account			FY 2017	FY 2017	FY 2018
Number	Account Description	FY 2016	Amended	Estimated	Budget
		Actual	Budget	Year-End	Request
				Total	
<u>Salaries and Benefits</u>					
30105	Salaries, Part Time	\$ 17,299	20,580	16,249	20,580
30220	FICA/Medicare Insurance	251	298	236	298
30235	Deferred Compensation	433	515	406	515
	Subtotal - Salaries and Benefits	17,982	21,393	16,891	21,393
<u>Supplies and Services</u>					
30400	Office Supplies	905	1,000	900	1,000
30415	Special Departmental	7,024	9,000	9,000	9,000
	Subtotal - Supplies and Services	7,929	10,000	9,900	10,000
<u>Maintenance and Rentals</u>					
32200	Building and ground maintenance	5,394	7,200	6,700	7,200
32205	Weed Abatement	6,043	7,600	7,600	7,600
	Subtotal - Maintenance & Rentals	11,437	14,800	14,300	14,800
<u>Contractual and Professional Services</u>					
34100	Contractual Services	2,379	3,483	3,483	3,483
34112	Riverside County Fire	3,413,915	3,823,245	3,823,245	4,242,793
	Subtotal - Contractual & Professional	3,416,294	3,826,728	3,826,728	4,246,276
<u>Internal Service Fund Charges</u>					
42100	Vehicle Operations and Maintenance	3,125	1,200	3,135	3,135
42110	Computing and Comm. Equip Replacement	1,000	900	900	900
42115	Computing and Communications Operations	8,700	10,600	10,600	10,100
	Subtotal - Internal Service Charges	12,825	12,700	14,635	14,135
	Total Expenditures	\$ 3,466,468	3,885,621	3,882,454	4,306,605

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

Account			FY 2017	FY 2017	FY 2018
Number	Account Description	FY 2016	Amended	Estimated	Budget
		Actual	Budget	Year-End	Request
				Total	
<u>Supplies and Services</u>					
30400	Office Supplies	\$ -	100	-	100
30405	Printing & Copies	-	100	-	100
30415	Special Departmental	1,782	100	-	100
30425	Small Tools	95	200	200	200
	Subtotal - Supplies and Services	1,877	500	200	500
<u>Internal Service Fund Charges</u>					
42100	Vehicle Operations and Maintenance	360	-	-	-
42105	Vehicle Replacement Charges	-	1,128	1,128	1,128
	Subtotal - Internal Service Charges	360	1,128	1,128	1,128
<u>Capital Outlay</u>					
43100	Equipment	32	1,000	1,000	1,000
	Subtotal - Capital Outlay	32	1,000	1,000	1,000
	Total Expenditures	\$ 2,270	2,628	2,328	2,628

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

Account Number	Account Description	FY 2016 Actual	FY 2017 Amended Budget	FY 2017 Estimated Year-End Total	FY 2018 Budget Request
<u>Supplies and Services</u>					
30415	Special Departmental	\$ 3,720	-	-	-
	Subtotal - Supplies and Services	3,720	-	-	-
<u>Capital Outlay</u>					
43100	Equipment	1,627	12,893	11,025	-
	Subtotal - Capital Outlay	1,627	12,893	11,025	-
	Total Expenditures	\$ 5,347	12,893	11,025	-



**PLANNING DEPARTMENT,
CODE COMPLIANCE
AND BUILDING & SAFETY**

City of Norco, California
Planning Department, Code Compliance and Building & Safety
Budget Summary By Major Categories

Expenditures:	FY 2016 Actual	FY 2017 Amended Budget	FY 2017 Estimated Year-End Total	FY 2018 Budget Request
Salaries and Benefits	\$ 557,482	627,268	626,853	705,061
Employee Related Expenditures	1,987	2,105	1,105	3,950
Supplies and Services	5,273	11,650	5,127	6,000
Maintenance and Rentals	-	-	-	-
Operations and Utilities	1,420	1,300	1,339	1,350
Contractual and Professional Services	113,688	140,600	145,600	120,000
Miscellaneous	-	-	-	-
CRA Programs	-	-	-	-
Internal Service Fund Charges	46,035	54,100	54,100	52,300
Capital Outlay	-	-	-	-
Transfers Out	-	-	-	-
Total Expenditures	\$ 725,885	837,023	834,124	888,661

Funding Sources:	FY 2016 Actual	FY 2017 Amended Budget	FY 2017 Estimated Year-End Total	FY 2018 Budget Request
General Fund	\$ 725,885	837,023	821,232	888,661
Water Fund	-	-	6,446	-
Sewer Fund	-	-	6,446	-
Gas Tax Fund	-	-	-	-
NPDES Storm Drainage Fund	-	-	-	-
Internal Service Fund	-	-	-	-
Redevelopment Funds	-	-	-	-
Grant Funds	-	-	-	-
Total Funding Sources	\$ 725,885	837,023	834,124	888,661



PLANNING DEPARTMENT

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.

Goals for Fiscal Year 2017-2018

- Update elements of the General Plan (except Housing Element) as time permits.
- Create a new Open Space Element of the General Plan in conjunction with the Parks and Recreation Department.
- Finish the update and revision of the C-4 zone (Sixth Street) pertaining to development standards that encourage economic development incorporating provisions of the former Sixth Street Revitalization Specific Plan.
- Continue working with Economic Development and property owners to encourage the development of tourist-oriented hospitality uses.

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

<i>Expenditures:</i>	<i>FY 2016 Actual</i>	<i>FY 2017 Amended Budget</i>	<i>FY 2017 Estimated Year-End Total</i>	<i>FY 2018 Budget Request</i>
Salaries and Benefits	\$ 316,637	324,870	321,946	344,296
Employee Related Expenditures	1,987	1,555	1,105	2,400
Supplies and Services	3,586	4,200	4,377	4,100
Maintenance and Rentals	-	-	-	-
Operations and Utilities	480	300	425	450
Contractual and Professional Services	-	-	-	-
Miscellaneous	-	-	-	-
CRA Programs	-	-	-	-
Internal Service Fund Charges	26,386	28,700	28,700	27,500
Capital Outlay	-	-	-	-
Transfers	-	-	-	-
<i>Total Expenditures</i>	<i>\$ 349,077</i>	<i>359,625</i>	<i>356,553</i>	<i>378,746</i>

<i>Funding Sources:</i>	<i>FY 2016 Actual</i>	<i>FY 2017 Amended Budget</i>	<i>FY 2017 Estimated Year-End Total</i>	<i>FY 2018 Budget Request</i>
General Fund	\$ 349,077	359,625	356,553	378,746
Water Fund	-	-	-	-
Sewer Fund	-	-	-	-
Gas Tax Fund	-	-	-	-
NPDES Storm Drainage Fund	-	-	-	-
Internal Service Fund	-	-	-	-
<i>Total Funding Sources</i>	<i>\$ 349,077</i>	<i>359,625</i>	<i>356,553</i>	<i>378,746</i>

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

Account Number Account Description	FY 2016 Actual	FY 2017 Amended Budget	FY 2017 Estimated Year-End Total	FY 2018 Budget Request
<u>Salaries and Benefits</u>				
30100 Salaries, Full Time	\$ 187,711	191,540	191,540	197,287
30105 Salaries, Part Time	12,145	16,390	12,094	17,985
30200 PERS Retirement	23,120	21,085	21,136	21,798
30201 PERS Employer UAL	50,752	55,259	54,473	63,329
30205 Employee Group Insurance	23,558	23,431	24,603	25,285
30210 Vehicle Allowance	4,850	4,800	4,800	4,800
30215 Medical Savings Account	545	540	540	540
30220 FICA/Medicare Insurance	3,010	3,015	2,953	3,122
30225 Sick leave buy back	3,287	3,300	3,980	4,000
30230 Annual Vacation/Admin Leave Cash Out	7,442	5,100	5,525	5,700
30235 Deferred Compensation	217	410	302	450
Subtotal - Salaries and Benefits	316,637	324,870	321,946	344,296
<u>Employee Related Expenditures</u>				
30300 Conferences and Meetings	1,057	500	-	1,200
30320 Dues, Memberships and Subscriptions	930	1,055	1,105	1,200
Subtotal - Employee Related	1,987	1,555	1,105	2,400
<u>Supplies and Services</u>				
30400 Office Supplies	535	400	2,300	800
30415 Special Departmental	191	600	-	800
30445 Legal Advertising	2,860	3,200	2,077	2,500
Subtotal - Supplies and Services	3,586	4,200	4,377	4,100
<u>Operations and Utilities</u>				
33100 Utilities	480	300	425	450
Subtotal - Operations & Utilities	480	300	425	450
<u>Internal Service Fund Charges</u>				
42110 Computing and Comm. Equip Replacement	2,200	2,100	2,100	2,200
42115 Computing and Communications Operations	21,600	26,600	26,600	25,300
42235 Compensated Absences	2,586	-	-	-
Subtotal - Internal Service Charges	26,386	28,700	28,700	27,500
Total Expenditures	\$ 349,077	359,625	356,553	378,746

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

Account		FY 2016	FY 2017	FY 2017	FY 2018
Number	Department-Generated Revenues	Actual	Amended	Estimated	Budget
			Budget	Year-End	Request
				Total	
55100	Planning Fees	\$ 99,307	60,000	60,000	60,000
55105	Site Plan (Major/Minor)	26,895	15,000	21,759	18,000
55110	Variance (Major/Minor)	11,880	9,400	9,353	9,000
55120	Tentative Tract Map	-	5,959	5,959	5,959
55125	Tentative Parcel Map	7,626	9,452	16,018	16,018
55130	Specific Plan Review	-	-	-	13,500
55140	Modifications	-	687	687	687
55145	Zone Change	12,009	-	-	-
55155	Sign Review	7,516	6,100	7,480	8,000
55160	Entertainment Permit	543	1,930	-	-
55165	Special Use Permit	1,876	-	-	-
55170	Special Event Permit	5,127	4,500	2,100	2,500
55195	Publications	2,294	2,500	300	300
55205	Information Letter	2,113	740	407	562
55210	Architecture Review	1,787	2,180	1,026	2,300
55220	Environmental Assessment	1,427	4,557	4,557	4,470
55235	Landscape Plan Check Review	910	1,400	1,398	1,200
55265	Appeal	-	400	200	400
	Total Revenues	\$ 181,310	124,805	131,244	142,896



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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.

2017-18 Goals & Objectives

- Provide monthly progress updates to the City Manager on outstanding cases.
- Do more trail parking violation enforcement.
- Expedite transmission of difficult/non-compliant cases for prosecution.
- Increase the number of abandoned vehicles removed through the Abandoned Vehicle Abatement program.
- Daily coverage and availability for Code Enforcement activities to include weekends.

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

Expenditures:		FY 2016 Actual	FY 2017 Amended Budget	FY 2017 Estimated Year-End Total	FY 2018 Budget Request
Salaries and Benefits	\$	65,142	77,126	77,152	106,519
Employee Related Expenditures		-	-	-	-
Supplies and Services		415	6,650	150	1,000
Maintenance and Rentals		-	-	-	-
Operations and Utilities		470	500	500	500
Contractual and Professional Services		25,996	20,000	25,000	35,000
Miscellaneous		-	-	-	-
CRA Programs		-	-	-	-
Internal Service Fund Charges		528	700	700	700
Capital Outlay		-	-	-	-
Transfers		-	-	-	-
Total Expenditures	\$	92,551	104,976	103,502	143,719

Funding Sources:		FY 2016 Actual	FY 2017 Amended Budget	FY 2017 Estimated Year-End Total	FY 2018 Budget Request
General Fund	\$	92,551	104,976	103,502	143,719
Water Fund		-	-	-	-
Sewer Fund		-	-	-	-
Gas Tax Fund		-	-	-	-
NPDES Storm Drainage Fund		-	-	-	-
Internal Service Fund		-	-	-	-
Redevelopment Funds		-	-	-	-
Total Funding Sources	\$	92,551	104,976	103,502	143,719

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

Account Number	Account Description	FY 2016 Actual	FY 2017 Amended Budget	FY 2017 Estimated Year-End Total	FY 2018 Budget Request
<u>Salaries and Benefits</u>					
30100	Salaries, Full Time	\$ 54,050	57,339	57,339	59,059
30105	Salaries, Part Time	-	7,200	3,500	25,000
30200	PERS Retirement	3,378	3,759	3,759	3,858
30205	Employee Group Insurance	6,847	7,162	10,846	15,958
30220	FICA/Medicare Insurance	867	936	882	1,219
30225	Sick leave buy back	-	550	738	800
30235	Deferred Compensation	-	180	88	625
	Subtotal - Salaries and Benefits	65,142	77,126	77,152	106,519
<u>Supplies and Services</u>					
30400	Office Supplies	415	150	150	500
30415	Special Departmental	-	6,500	-	500
	Subtotal - Supplies and Services	415	6,650	150	1,000
<u>Operations and Utilities</u>					
33100	Utilities	470	500	500	500
	Subtotal - Operations & Utilities	470	500	500	500
<u>Contractual and Professional Services</u>					
34100	Contractual Services	25,996	20,000	25,000	35,000
	Subtotal - Contractual & Professional	25,996	20,000	25,000	35,000
<u>Internal Service Fund Charges</u>					
42100	Vehicle Operations and Maintenance	528	700	700	700
	Subtotal - Internal Service Charges	528	700	700	700
	Total Expenditures	\$ 92,551	104,976	103,502	143,719



BUILDING & SAFETY

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.

2017-18 Goals & Objectives

- Find and enroll counter staff in training courses for accounting software, and training for expanded understanding of the California Building Code.
- Time and staff-permitting, increase the number of files and plans being scanned; and discard those that can be discarded in accordance with the City's Destruction of Obsolete Records Policy.
- Continue monitoring the business permit review and issuance process to insure the best public service is being provided for citizens and developers.
- Daily monitoring by counter staff that the "request for receipts" given to applicants match the funds collected by the cashier at the end of the day.

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

Expenditures:	FY 2016 Actual	FY 2017 Amended Budget	FY 2017 Estimated Year-End Total	FY 2018 Budget Request
Salaries and Benefits	\$ 175,703	225,272	227,756	254,246
Employee Related Expenditures	-	550	-	1,550
Supplies and Services	1,272	800	600	900
Maintenance and Rentals	-	-	-	-
Operations and Utilities	470	500	414	400
Contractual and Professional Services	87,692	120,600	120,600	85,000
Miscellaneous	-	-	-	-
CRA Programs	-	-	-	-
Internal Service Fund Charges	19,121	24,700	24,700	24,100
Capital Outlay	-	-	-	-
Transfers	-	-	-	-
Total Expenditures	\$ 284,257	372,422	374,070	366,196

Funding Sources:	FY 2016 Actual	FY 2017 Amended Budget	FY 2017 Estimated Year-End Total	FY 2018 Budget Request
General Fund	\$ 284,257	372,422	361,178	366,196
Water Fund	-	-	6,446	-
Sewer Fund	-	-	6,446	-
Gas Tax Fund	-	-	-	-
NPDES Storm Drainage Fund	-	-	-	-
Internal Service Fund	-	-	-	-
Total Funding Sources	\$ 284,257	372,422	374,070	366,196

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

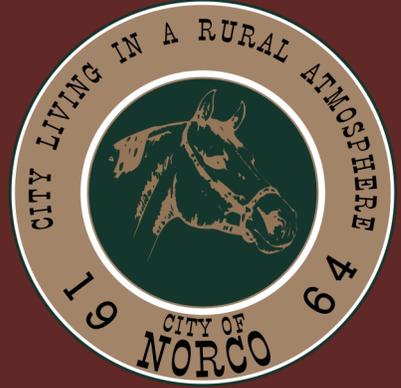
Account Number Account Description	FY 2016 Actual	FY 2017 Amended Budget	FY 2017 Estimated Year-End Total	FY 2018 Budget Request
<u>Salaries and Benefits</u>				
30100 Salaries, Full Time	\$ 108,624	149,497	138,947	164,172
30105 Salaries, Part Time	9,060	-	-	-
30110 Salaries, Overtime	50	-	-	-
30200 PERS Retirement	9,199	14,128	11,928	15,169
30201 PERS Employer UAL	16,019	17,442	17,194	19,989
30205 Employee Group Insurance	29,487	40,037	43,382	49,636
30220 FICA/Medicare Insurance	1,701	2,168	2,015	2,380
30225 Sick leave buy back	224	1,000	1,398	1,700
30230 Annual Vacation Cash Out	1,129	1,000	-	1,200
30235 Deferred Compensation	211	-	-	-
Subtotal - Salaries and Benefits	175,703	225,272	214,864	254,246
<u>Employee Related Expenditures</u>				
30300 Conferences and Meetings	-	-	-	1,000
30310 Uniforms & Safety Gear	-	300	-	300
30320 Dues, Memberships and Subscriptions	-	250	-	250
Subtotal - Employee Related	-	550	-	1,550
<u>Supplies and Services</u>				
30400 Office Supplies	564	300	300	300
30415 Special Departmental	709	500	300	600
Subtotal - Supplies and Services	1,272	800	600	900
<u>Operations and Utilities</u>				
33100 Utilities	470	500	414	400
Subtotal - Operations & Utilities	470	500	414	400
<u>Contractual and Professional Services</u>				
34100 Contractual Services	87,692	120,600	120,600	85,000
Subtotal - Contractual & Professional	87,692	120,600	120,600	85,000
<u>Internal Service Fund Charges</u>				
42100 Vehicle Operations and Maintenance	2,000	2,000	2,000	2,500
42105 Vehicle Replacement Charges	2,736	-	-	-
42110 Computing and Comm. Equip Replacement	1,200	1,400	1,400	1,400
42115 Computing and Communications Operations	13,000	21,300	21,300	20,200
42235 Compensated Absences	185	-	-	-
Subtotal - Internal Service Charges	19,121	24,700	24,700	24,100
Total Expenditures	\$ 284,257	372,422	361,178	366,196

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

Account Number	Account Description	FY 2016 Actual	FY 2017 Amended Budget	FY 2017 Estimated Year-End Total	FY 2018 Budget Request
<u>Salaries and Benefits</u>					
30100	Salaries, Full Time	\$ -	-	4,483	-
30200	PERS Retirement	-	-	309	-
30205	Employee Group Insurance	-	-	1,526	-
30220	FICA/Medicare Insurance	-	-	65	-
30225	Sick leave buy back	-	-	63	-
	Subtotal - Salaries and Benefits	\$ -	-	6,446	-

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

Account Number	Account Description	FY 2016 Actual	FY 2017 Amended Budget	FY 2017 Estimated Year-End Total	FY 2018 Budget Request
<u>Salaries and Benefits</u>					
30100	Salaries, Full Time	\$ -	-	4,483	-
30200	PERS Retirement	-	-	309	-
30205	Employee Group Insurance	-	-	1,526	-
30220	FICA/Medicare Insurance	-	-	65	-
30225	Sick leave buy back	-	-	63	-
	Subtotal - Salaries and Benefits	-	-	6,446	-



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.

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

Expenditures:	FY 2016 Actual	FY 2017 Amended Budget	FY 2017 Estimated Year-End Total	FY 2018 Budget Request
Salaries and Benefits	\$ 1,584,288	1,832,056	1,746,419	1,923,720
Employee Related Expenditures	8,582	12,785	12,187	17,285
Supplies and Services	94,085	79,246	82,555	81,681
Maintenance and Rentals	89,761	81,441	81,813	84,925
Operations and Utilities	286,795	389,722	467,612	643,469
Contractual and Professional Services	756,904	724,057	728,691	734,204
Miscellaneous	4,800	17,469	17,469	16,222
CRA Programs	-	-	-	-
Internal Service Fund Charges	287,683	286,677	286,677	284,053
Capital Outlay	22,746	395,627	92,650	342,977
Transfers Out	-	-	-	-
Total Expenditures	\$ 3,135,643	3,819,080	3,516,073	4,128,536

Funding Sources:	FY 2015 Actual	FY 2016 Amended Budget	FY 2016 Estimated Year-End Total	FY 2017 Budget Request
General Fund	\$ 3,064,141	3,437,884	3,437,695	3,753,217
Water Fund	-	-	-	-
Sewer Fund	-	-	-	-
Gas Tax Fund	-	-	-	-
NPDES Storm Drainage Fund	-	-	-	-
Internal Service Fund	-	-	-	-
Redevelopment Funds	-	-	-	-
Grant Funds	71,502	381,196	78,378	375,319
Total Funding Sources	\$ 3,135,643	3,819,080	3,516,073	4,128,536



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RECREATION

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 which are consistent with Strategic Direction #2 and #3.

Additionally, the Division promotes the brand Horsetown USA, thus enhancing overall economic development within the city which is consistent with Strategic Direction #4. 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 Christmas 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 and healthy 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.

2017-18 Goals & Objectives

- Continue the partnership with Riverside County Development of Public Social Services Workforce Connection on providing additional resources to the City at no charge to the General Fund which are consistent with Strategic Direction # 3.
- 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 utilize social media to advertise and promote Horsetown USA including all events, programs and services.
- Work with representatives from Silverlakes to coordinate an annual calendar for usage of the facility and opportunities of partnership with Special Events.

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

<i>Expenditures:</i>	<i>FY 2016 Actual</i>	<i>FY 2017 Amended Budget</i>	<i>FY 2017 Estimated Year-End Total</i>	<i>FY 2018 Budget Request</i>
Salaries and Benefits	\$ 480,629	543,044	531,356	578,169
Employee Related Expenditures	916	965	965	5,465
Supplies and Services	8,078	9,800	10,705	9,800
Maintenance and Rentals	928	1,200	1,200	1,200
Operations and Utilities	39,253	30,660	34,148	36,960
Contractual and Professional Services	47,610	44,192	45,852	50,783
Miscellaneous	-	-	-	-
CRA Programs	-	-	-	-
Internal Service Fund Charges	70,900	72,700	72,700	63,000
Capital Outlay	11,994	19,100	19,100	5,000
Transfers	-	-	-	-
<i>Total Expenditures</i>	<i>\$ 660,307</i>	<i>721,661</i>	<i>716,026</i>	<i>750,377</i>

<i>Funding Sources:</i>	<i>FY 2016 Actual</i>	<i>FY 2017 Amended Budget</i>	<i>FY 2017 Estimated Year-End Total</i>	<i>FY 2018 Budget Request</i>
General Fund	\$ 660,307	721,661	716,026	750,377
Water Fund	-	-	-	-
Sewer Fund	-	-	-	-
Gas Tax Fund	-	-	-	-
NPDES Storm Drainage Fund	-	-	-	-
Internal Service Fund	-	-	-	-
<i>Total Funding Sources</i>	<i>\$ 660,307</i>	<i>721,661</i>	<i>716,026</i>	<i>750,377</i>

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

Account Number Account Description	FY 2016 Actual	FY 2017 Amended Budget	FY 2017 Estimated Year-End Total	FY 2018 Budget Request
<u>Salaries and Benefits</u>				
30100 Salaries, Full Time	\$ 259,020	309,406	299,978	318,688
30105 Salaries, Part Time	63,845	53,521	59,372	62,358
30106 Salaries, Part Time (32 hour)	1,021	-	1,177	-
30110 Salaries, Overtime	100	-	-	-
30200 PERS Retirement	31,903	32,649	29,357	33,746
30201 PERS Employer UAL	70,308	80,128	75,544	91,829
30205 Employee Group Insurance	29,240	45,260	44,582	46,085
30210 Vehicle Allowance	4,850	4,800	4,800	4,800
30215 Medical Savings Account	788	780	780	780
30220 FICA/Medicare Insurance	5,050	5,262	5,228	5,525
30225 Sick leave buy back	5,036	4,000	2,543	5,000
30230 Annual Vacation/Admin Leave Cash Out	7,831	5,900	6,511	7,800
30235 Deferred Compensation	1,637	1,338	1,484	1,559
Subtotal - Salaries and Benefits	480,629	543,044	531,356	578,169
<u>Employee Related Expenditures</u>				
30300 Conferences and Meetings	266	215	215	4,715
30310 Uniforms& Safety Gear	-	100	100	100
30320 Dues, Memberships and Subscriptions	650	650	650	650
Subtotal - Employee Related	916	965	965	5,465
<u>Supplies and Services</u>				
30400 Office Supplies	5,623	6,000	6,000	6,000
30415 Special Departmental	2,380	3,800	4,705	3,800
30430 Office Equipment	74	-	-	-
Subtotal - Supplies and Services	8,078	9,800	10,705	9,800
<u>Maintenance and Rentals</u>				
32200 Building and ground maintenance	928	1,200	1,200	1,200
Subtotal - Maintenance & Rentals	928	1,200	1,200	1,200
<u>Operations and Utilities</u>				
33100 Utilities	39,253	30,660	34,148	36,960
Subtotal - Operations & Utilities	39,253	30,660	34,148	36,960
<u>Contractual and Professional Services</u>				
34100 Contractual Services	7,481	8,000	8,017	8,000
34145 Recreation Instructors	40,129	36,192	37,563	42,783
34150 Special Events	-	-	272	-
Subtotal - Contractual & Professional	47,610	44,192	45,852	50,783

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

Account Number	Account Description	FY 2016 Actual	FY 2017 Amended Budget	FY 2017 Estimated Year-End Total	FY 2018 Budget Request
<u>Internal Service Fund Charges</u>					
42100	Vehicle Operations and Maintenance	15,000	15,000	15,000	8,000
42110	Computing and Comm. Equip Replacement	4,700	4,500	4,500	4,400
42115	Computing and Communications Operations	43,300	53,200	53,200	50,600
42235	Compensated Absences	7,900	-	-	-
	Subtotal - Internal Service Charges	70,900	72,700	72,700	63,000
<u>Capital Outlay</u>					
43100	Equipment	-	14,100	19,100	-
43115	Building Improvements	11,994	5,000	-	5,000
	Subtotal - Capital Outlay	11,994	19,100	19,100	5,000
	Total Expenditures	\$ 660,307	721,661	716,026	750,377



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YOUTH & TEEN 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 which are consistent with Strategic Direction #2.

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.

2017-18 Goals & Objectives

- Seek new trending recreation opportunities for youth and adults which are self-supporting which is consistent with Strategic Direction #3..
- Continue fundraising opportunities to provide supplemental monies for infrastructure needs at Riley Gymnasium which is consistent with Strategic Direction #1.
- Work with the Youth Advisory Council to assist in the outreach for youth desires in the community which is consistent with Strategic Direction #2.

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

<i>Expenditures:</i>	<i>FY 2016 Actual</i>	<i>FY 2017 Amended Budget</i>	<i>FY 2017 Estimated Year-End Total</i>	<i>FY 2018 Budget Request</i>
Salaries and Benefits	\$ 173,729	236,066	204,267	242,601
Employee Related Expenditures	190	650	500	650
Supplies and Services	18,235	17,965	17,963	15,520
Maintenance and Rentals	1,144	1,200	1,200	1,200
Operations and Utilities	4,130	22,140	16,807	17,000
Contractual and Professional Services	17,829	20,160	21,797	20,160
Miscellaneous	-	-	-	-
CRA Programs	-	-	-	-
Internal Service Fund Charges	14,200	17,000	17,000	16,200
Capital Outlay	4,209	3,000	3,000	3,000
Transfers	-	-	-	-
<i>Total Expenditures</i>	<i>\$ 233,666</i>	<i>318,181</i>	<i>282,534</i>	<i>316,331</i>

<i>Funding Sources:</i>	<i>FY 2016 Actual</i>	<i>FY 2017 Amended Budget</i>	<i>FY 2017 Estimated Year-End Total</i>	<i>FY 2018 Budget Request</i>
General Fund	\$ 233,666	318,181	282,534	316,331
Water Fund	-	-	-	-
Sewer Fund	-	-	-	-
Gas Tax Fund	-	-	-	-
NPDES Storm Drainage Fund	-	-	-	-
Internal Service Fund	-	-	-	-
<i>Total Funding Sources</i>	<i>\$ 233,666</i>	<i>318,181</i>	<i>282,534</i>	<i>316,331</i>

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

Account Number	Account Description	FY 2016 Actual	FY 2017 Amended Budget	FY 2017 Estimated Year-End Total	FY 2018 Budget Request
<u>Salaries and Benefits</u>					
30100	Salaries, Full Time	\$ 260	-	-	-
30105	Salaries, Part Time	136,342	188,612	165,665	194,058
30106	Salaries, Part Time (32 hour)	20,717	26,208	22,425	26,208
30110	Salaries, Overtime	-	-	191	-
30200	PERS Retirement	2,412	2,885	2,603	2,896
30201	PERS Employer UAL	6,537	7,561	6,511	8,413
30205	Employee Group Insurance	-	2,970	-	2,982
30220	FICA/Medicare Insurance	2,340	3,115	2,730	3,194
30235	Deferred Compensation	3,452	4,715	4,142	4,851
30245	Workers Compensation	1,668	-	-	-
	Subtotal - Salaries and Benefits	173,729	236,066	204,267	242,601
<u>Employee Related Expenditures</u>					
30300	Conferences and Meetings	-	250	100	250
30310	Uniforms & Safety Gear	-	200	200	200
30315	Employee Hiring Costs	-	200	-	-
30320	Dues, Memberships and Subscriptions	190	-	200	200
	Subtotal - Employee Related	190	650	500	650
<u>Supplies and Services</u>					
30400	Office Supplies	924	1,000	1,000	1,000
30415	Special Departmental	17,283	15,990	15,988	13,545
30485	Wee People Special Events	28	975	975	975
	Subtotal - Supplies and Services	18,235	17,965	17,963	15,520
<u>Maintenance and Rentals</u>					
32200	Building and ground maintenance	1,144	1,200	1,200	1,200
	Subtotal - Maintenance & Rentals	1,144	1,200	1,200	1,200
<u>Operations and Utilities</u>					
33100	Utilities	4,130	22,140	16,807	17,000
	Subtotal - Operations & Utilities	4,130	22,140	16,807	17,000
<u>Contractual and Professional Services</u>					
34100	Contractual Services	17,829	20,160	21,797	20,160
	Subtotal - Contractual & Professional	17,829	20,160	21,797	20,160

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

Account Number	Account Description	FY 2016 Actual	FY 2017 Amended Budget	FY 2017 Estimated Year-End Total	FY 2018 Budget Request
<u>Internal Service Fund Charges</u>					
42100	Vehicle Operations and Maintenance	1,200	-	-	-
42110	Computing and Comm. Equip Replacement	-	1,000	1,000	1,000
42115	Computing and Communications Operation:	13,000	16,000	16,000	15,200
	Subtotal - Internal Service Charges	14,200	17,000	17,000	16,200
<u>Capital Outlay</u>					
43100	Equipment	2,740	3,000	3,000	3,000
43115	Building Improvements	1,469	-	-	-
	Subtotal - Capital Outlay	4,209	3,000	3,000	3,000
	Total Expenditures	\$ 233,666	318,181	282,534	316,331



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PARK MAINTENANCE

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 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, and tennis courts. 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 with in the Maintenance Districts.

2017-18 Goals & Objectives

- Replace two picnic shelters at Community Center Ballpark and replace the restroom to make it handicap accessible which is consistent with Strategic Direction #1.
- Start horse trail fence replacement in parks starting with Neal Snipes Park.
- Beautification/Landscaping of medians and entry ways which is consistent with Strategic Direction #3

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

<i>Expenditures:</i>	<i>FY 2016 Actual</i>	<i>FY 2017 Amended Budget</i>	<i>FY 2017 Estimated Year-End Total</i>	<i>FY 2018 Budget Request</i>
Salaries and Benefits	\$ 62,998	79,926	74,153	83,270
Employee Related Expenditures	442	2,450	2,305	2,450
Supplies and Services	991	1,250	1,335	1,250
Maintenance and Rentals	25,248	28,500	28,500	28,500
Operations and Utilities	55,713	157,554	195,275	305,000
Contractual and Professional Services	341,280	355,629	355,629	364,105
Miscellaneous	-	-	-	-
CRA Programs	-	-	-	-
Internal Service Fund Charges	24,597	28,096	28,096	25,387
Capital Outlay	-	-	-	12,000
Transfers	-	-	-	-
<i>Total Expenditures</i>	<i>\$ 511,269</i>	<i>653,405</i>	<i>685,293</i>	<i>821,962</i>

<i>Funding Sources:</i>	<i>FY 2015 Actual</i>	<i>FY 2016 Amended Budget</i>	<i>FY 2016 Estimated Year-End Total</i>	<i>FY 2017 Budget Request</i>
General Fund	\$ 511,269	653,405	685,293	821,962
Water Fund	-	-	-	-
Sewer Fund	-	-	-	-
Gas Tax Fund	-	-	-	-
NPDES Storm Drainage Fund	-	-	-	-
Internal Service Fund	-	-	-	-
Redevelopment Funds	-	-	-	-
<i>Total Funding Sources</i>	<i>\$ 511,269</i>	<i>653,405</i>	<i>685,293</i>	<i>821,962</i>

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

Account Number Account Description	FY 2016 Actual	FY 2017 Amended Budget	FY 2017 Estimated Year-End Total	FY 2018 Budget Request
<u>Salaries and Benefits</u>				
30100 Salaries, Full Time	\$ 31,250	38,762	34,061	39,925
30105 Salaries, Part Time	7,888	15,000	15,000	15,000
30200 PERS Retirement	3,849	4,267	3,766	4,411
30201 PERS Employer UAL	8,449	11,183	9,724	12,816
30205 Employee Group Insurance	7,989	7,819	7,949	7,827
30212 Cell Phone Stipend	300	300	300	300
30215 Medical Savings Account	121	120	120	120
30220 FICA/Medicare Insurance	534	728	711	796
30225 Sick leave buy back	584	560	696	700
30230 Annual Vacation Cash Out	893	900	966	1,000
30235 Deferred Compensation	153	287	375	375
30245 Workers Compensation	987	-	485	-
Subtotal - Salaries and Benefits	62,998	79,926	74,153	83,270
<u>Employee Related Expenditures</u>				
30300 Conferences and Meetings	170	1,500	1,355	1,500
30310 Uniforms & Safety Gear	184	700	700	700
30320 Dues, memberships and Subscriptions	88	250	250	250
Subtotal - Employee Related	442	2,450	2,305	2,450
<u>Supplies and Services</u>				
30400 Office Supplies	44	150	150	150
30415 Special Departmental	686	900	985	900
30425 Small Tools	261	200	200	200
Subtotal - Supplies and Services	991	1,250	1,335	1,250
<u>Maintenance and Rentals</u>				
32105 Equipment Rental	124	500	500	500
32200 Building and ground maintenance	21,248	22,000	22,000	22,000
32352 Veterans Memorial Maintenance	3,876	3,000	3,000	3,000
32400 Trail Maintenance	-	3,000	3,000	3,000
Subtotal - Maintenance & Rentals	25,248	28,500	28,500	28,500
<u>Operations and Utilities</u>				
33100 Utilities	55,713	60,000	60,000	70,000
33100.10 Water Charges	-	97,554	135,275	235,000
Subtotal - Operations & Utilities	55,713	157,554	195,275	305,000
<u>Contractual and Professional Services</u>				
34100 Contractual Services	341,280	355,629	355,629	364,105
Subtotal - Contractual & Professional	341,280	355,629	355,629	364,105

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

Account Number Account Description	FY 2016 Actual	FY 2017 Amended Budget	FY 2017 Estimated Year-End Total	FY 2018 Budget Request
<u>Internal Service Fund Charges</u>				
42100 Vehicle Operations and Maintenance	7,300	6,000	6,000	4,000
42105 Vehicle Replacement Charges	5,680	10,796	10,796	10,587
42110 Computing and Comm. Equip Replacement	700	700	700	700
42115 Computing and Communications Operations	8,700	10,600	10,600	10,100
42235 Compensated Absences	2,217	-	-	-
Subtotal - Internal Service Charges	24,597	28,096	28,096	25,387
<u>Capital Outlay</u>				
43150 Park Structures/Enhancements	-	-	-	12,000
Subtotal - Capital Outlay	-	-	-	12,000
Total Expenditures	\$ 511,269	653,405	685,293	821,962



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SENIOR CITIZENS

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 cultural unity and quality of life, all while creating lasting memories which is consistent with Strategic Direction #2.

Special events, a daily nutrition and supplemental food distribution 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. Additionally, as mature adults are more active longer in life, staff is committed to keeping up with the changing trends to provide quality programming to new generations.

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.

2017-18 Goals & Objectives

- Continue to seek sponsorship opportunities to support senior services and Party Partners Program which is consistent with Strategic Direction #3.
- Increase outreach to veterans and unique ridership in the transportation program for FY 17-18.
- Increase volunteerism to assist with senior services needs in programs and service delivery which is consistent with Strategic Direction #2.
- Seek to serve new generation of older adults (Baby Boomers) through creative programming.
- Engage with Norco College and surrounding RCC to reignite the Young at Heart programs offered through the colleges.

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

Expenditures:	FY 2016 Actual	FY 2017 Amended Budget	FY 2017 Estimated Year-End Total	FY 2018 Budget Request
Salaries and Benefits	\$ 162,020	178,244	175,637	192,757
Employee Related Expenditures	442	1,000	917	1,000
Supplies and Services	17,196	8,453	11,901	10,899
Maintenance and Rentals	7,821	5,450	5,433	5,450
Operations and Utilities	17,987	11,830	18,377	33,471
Contractual and Professional Services	13,558	15,328	15,169	17,104
Miscellaneous	4,800	4,800	4,800	4,800
CRA Programs	-	-	-	-
Internal Service Fund Charges	21,177	23,300	23,300	27,636
Capital Outlay	-	-	-	-
Transfers	-	-	-	-
Total Expenditures	\$ 245,000	248,405	255,534	293,117

Funding Sources:	FY 2016 Actual	FY 2017 Amended Budget	FY 2017 Estimated Year-End Total	FY 2018 Budget Request
General Fund	\$ 185,000	188,405	195,375	232,197
Water Fund	-	-	-	-
Sewer Fund	-	-	-	-
Gas Tax Fund	-	-	-	-
NPDES Storm Drainage Fund	-	-	-	-
Internal Service Fund	-	-	-	-
Miscellaneous Grants	60,000	60,000	60,159	60,920
Total Funding Sources	\$ 245,000	248,405	255,534	293,117

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

Account Number	Account Description	FY 2016 Actual	FY 2017 Amended Budget	FY 2017 Estimated Year-End Total	FY 2018 Budget Request
<u>Salaries and Benefits</u>					
30100	Salaries, Full Time	\$ 45,520	51,166	51,166	52,701
30105	Salaries, Part Time	17,890	31,370	31,843	34,950
30110	Salaries, Overtime	-	-	18	-
30200	PERS Retirement	5,607	5,632	5,645	5,823
30201	PERS Employer UAL	12,609	14,761	14,479	16,917
30205	Employee Group Insurance	8,007	9,037	6,635	11,219
30215	Medical Savings Account	156	168	168	168
30220	FICA/Medicare Insurance	911	1,197	1,204	1,271
30225	Sick leave buy back	648	1,300	475	600
30230	Annual Vacation/Admin Leave Cash Out	1,432	900	927	1,432
30235	Deferred Compensation	410	784	796	874
30245	Workers Compensation	2,614	-	-	-
	Subtotal - Salaries and Benefits	95,805	116,315	113,356	125,955
<u>Employee Related Expenditures</u>					
30300	Conferences and Meetings	185	630	505	630
30310	Uniforms & Safety Gear	15	195	195	195
30320	Dues, Memberships and Subscriptions	242	175	217	175
	Subtotal - Employee Related	442	1,000	917	1,000
<u>Supplies and Services</u>					
30400	Office Supplies	648	1,000	1,000	1,000
30415	Special Departmental	7,844	2,220	2,220	2,220
30480	Sr. Special Events	1,488	1,000	2,000	1,200
30481	SC Women's Exercise	343	600	600	600
30482	SC Doll Class	124	150	229	229
30483	SC Ceramics Class	519	650	650	650
30484	Seniors and Pets	497	-	202	-
30490	Party Pardners	5,732	2,833	5,000	5,000
	Subtotal - Supplies and Services	17,196	8,453	11,901	10,899
<u>Maintenance and Rentals</u>					
32200	Building and ground maintenance	7,821	5,450	5,433	5,450
	Subtotal - Maintenance & Rentals	7,821	5,450	5,433	5,450
<u>Operations and Utilities</u>					
33100	Utilities	10,315	1,648	8,195	23,873
	Subtotal - Operations & Utilities	10,315	1,648	8,195	23,873
<u>Contractual and Professional Services</u>					
34100	Contractual Services	13,558	15,328	15,169	17,104
	Subtotal - Contractual & Professional	13,558	15,328	15,169	17,104

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

Account Number	Account Description	FY 2016 Actual	FY 2017 Amended Budget	FY 2017 Estimated Year-End Total	FY 2018 Budget Request
<u>Internal Service Fund Charges</u>					
42100	Vehicle Operations and Maintenance	1,500	1,000	1,000	1,000
42105	Vehicle Replacement Charges	-	-	-	5,136
42110	Computing and Comm. Equip Replacement	1,200	1,300	1,300	1,300
42115	Computing and Communications Operations	5,278	7,000	7,000	9,200
42235	Compensated Absences	977	-	-	-
	Subtotal - Internal Service Charges	8,955	9,300	9,300	16,636
	Total Expenditures	\$ 154,091	157,494	164,271	200,917

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

Account Number	Account Description	FY 2016 Actual	FY 2017 Amended Budget	FY 2017 Estimated Year-End Total	FY 2018 Budget Request
<u>Salaries and Benefits</u>					
30100	Salaries, Full Time	\$ 13,448	10,882	10,882	11,208
30110	Salaries, Overtime	-	-	13	-
30200	PERS Retirement	1,656	1,198	1,201	1,238
30201	PERS Employer UAL	3,466	3,139	3,141	3,598
30205	Employee Group Insurance	2,707	2,582	2,757	3,206
30215	Medical Savings Account	24	12	12	12
30220	FICA/Medicare Insurance	200	158	158	163
	Subtotal - Salaries and Benefits	21,500	17,971	18,164	19,425
<u>Operations and Utilities</u>					
33100	Utilities	3,409	5,940	5,940	4,855
	Subtotal - Operations & Utilities	3,409	5,940	5,940	4,855
<u>Internal Service Fund Charges</u>					
42100	Vehicle Operations and Maintenance	1,000	1,000	1,000	1,000
42115	Computing and Communications Operations	5,000	6,000	6,000	6,000
	Subtotal - Internal Service Charges	6,000	7,000	7,000	7,000
	Total Expenditures	\$ 30,909	30,911	31,104	31,280

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

Account Number	Account Description	FY 2016 Actual	FY 2017 Amended Budget	FY 2017 Estimated Year-End Total	FY 2018 Budget Request
<u>Salaries and Benefits</u>					
30100	Salaries, Full Time	\$ 28,143	27,107	26,941	27,920
30110	Salaries, Overtime	-	-	21	-
30200	PERS Retirement	3,461	2,984	2,992	3,085
30201	PERS Employer UAL	7,247	7,820	7,735	8,962
30205	Employee Group Insurance	5,395	5,594	5,977	6,945
30215	Medical Savings Account	61	60	60	60
30220	FICA/Medicare Insurance	408	393	391	405
	Subtotal - Salaries and Benefits	44,715	43,958	44,117	47,377
<u>Operations and Utilities</u>					
33100	Utilities	4,263	4,242	4,242	4,743
	Subtotal - Operations & Utilities	4,263	4,242	4,242	4,743
<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	3,500	4,000	4,000	4,000
42115	Computing and Communications Operations	2,722	3,000	3,000	-
	Subtotal - Internal Service Charges	6,222	7,000	7,000	4,000
	Total Expenditures	\$ 60,000	60,000	60,159	60,920

Account Number	Department-Generated Revenues	FY 2016 Actual	FY 2017 Amended Budget	FY 2017 Estimated Year-End Total	FY 2018 Budget Request
53500	RCTC Grant	\$ 60,000	60,000	60,000	60,000



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PUBLIC BUILDING MAINTENANCE

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 and managing all events at the George Ingalls Equestrian Event Center which includes the two covered arena(s), Nellie Weaver Hall banquet room, Pikes Peak Park, 4-H area, George Ingalls Veterans Memorial Plaza and adjacent parking lots. 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, sports fields, park restrooms, snack bars, Riley Gym, and Animal Control offices. . The strategic plan is reflected in the goals below to enhance quality of life by improving the facilities and programs for the community, and striving to build on the excellent customer service currently provided to the community.

2017-18 Goals & Objectives

- Prepare individual facility information listing amenities, display photos of past and future events and highlight regional and national events on City's website, Facebook and new City App.
- Install a new ADA restroom/shower unit at the George Ingalls Equestrian Event Center to meet the demands of the events and public needs.
- Change configuration of gate 1 to improve the ingress and egress at this location and provide better security for the event center.
- Take existing water connection and provide water access to East Pad of event center.
- Paint interior trim at Nellie Weaver Hall and repair or replace termite and weather damaged exterior wood.
- Install new drop down projector screen in Nellie Weaver Hall.
- Upgrade existing parking electrical pedestals.
- Complete sound system upgrade to Moreno Arena's 15 year old system.

- Complete a new Parks Department yard as an area to store, maintain, and protect tools and equipment from sun damage and corrosion minimizing repairs and extending the life of the assets.
- Install security cameras at George Ingalls Equestrian Event Center.
- Replace Riley Gymnasium interior insulation due to age and leaks and replace aged roof system which will increase energy efficiency and protect the asset.
- Replace Riley Gymnasium parking lot. Remove existing asphalt, re-compact subgrade, pave and restripe and reset wheel stops.
- Repave City Hall and Senior Center parking lots.

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

<i>Expenditures:</i>	<i>FY 2016 Actual</i>	<i>FY 2017 Amended Budget</i>	<i>FY 2017 Estimated Year-End Total</i>	<i>FY 2018 Budget Request</i>
Salaries and Benefits	\$ 288,812	360,172	335,614	374,535
Employee Related Expenditures	4,341	4,900	4,900	4,900
Supplies and Services	3,156	2,400	2,738	2,400
Maintenance and Rentals	30,299	30,200	30,166	32,000
Operations and Utilities	155,124	148,705	181,405	227,205
Contractual and Professional Services	245,152	215,327	213,537	205,377
Miscellaneous	-	-	-	-
CRA Programs	-	-	-	-
Internal Service Fund Charges	92,790	81,647	81,647	88,496
Capital Outlay	6,543	65,000	65,000	20,000
Transfers	-	-	-	-
<i>Total Expenditures</i>	<i>\$ 826,215</i>	<i>908,351</i>	<i>915,007</i>	<i>954,913</i>

<i>Funding Sources:</i>	<i>FY 2016 Actual</i>	<i>FY 2017 Amended Budget</i>	<i>FY 2017 Estimated Year-End Total</i>	<i>FY 2018 Budget Request</i>
General Fund	\$ 826,215	908,351	915,007	954,913
Water Fund	-	-	-	-
Sewer Fund	-	-	-	-
Gas Tax Fund	-	-	-	-
NPDES Storm Drainage Fund	-	-	-	-
Internal Service Fund	-	-	-	-
Redevelopment Funds	-	-	-	-
<i>Total Funding Sources</i>	<i>\$ 826,215</i>	<i>908,351</i>	<i>915,007</i>	<i>954,913</i>

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

Account Number Account Description	FY 2016 Actual	FY 2017 Amended Budget	FY 2017 Estimated Year-End Total	FY 2018 Budget Request
<u>Salaries and Benefits</u>				
30100 Salaries, Full Time	\$ 121,786	187,061	153,008	179,712
30105 Salaries, Part Time	47,860	56,000	56,000	71,000
30106 Salaries, Part Time (32 hour)	14,801	-	765	-
30110 Salaries, Overtime	8,754	1,423	4,500	1,423
30200 PERS Retirement	15,955	18,598	16,166	18,250
30201 PERS Employer UAL	32,708	41,049	37,890	46,211
30205 Employee Group Insurance	29,706	45,785	41,379	45,767
30212 Cell Phone Stipend	300	300	300	300
30215 Medical Savings Account	363	360	360	360
30220 FICA/Medicare Insurance	2,943	2,896	3,107	3,137
30225 Sick leave buy back	1,581	2,300	2,595	2,600
30230 Annual Vacation/Admin Leave Cash Out	4,455	3,000	3,824	4,000
30235 Deferred Compensation	1,220	1,400	1,400	1,775
30245 Workers Compensation	6,379	-	14,320	-
Subtotal - Salaries and Benefits	288,812	360,172	335,614	374,535
<u>Employee Related Expenditures</u>				
30300 Conferences and Meetings	1,823	2,500	2,500	2,500
30310 Uniforms & Safety Gear	1,578	1,600	1,600	1,600
30320 Dues, memberships and Subscriptions	940	800	800	800
Subtotal - Employee Related	4,341	4,900	4,900	4,900
<u>Supplies and Services</u>				
30400 Office Supplies	1,161	1,400	1,400	1,400
30415 Special Departmental	1,690	500	838	500
30425 Small Tools	305	500	500	500
Subtotal - Supplies and Services	3,156	2,400	2,738	2,400
<u>Maintenance and Rentals</u>				
32105 Equipment Rental	956	200	166	200
32200 Building and ground maintenance	29,343	30,000	30,000	31,800
Subtotal - Maintenance & Rentals	30,299	30,200	30,166	32,000
<u>Operations and Utilities</u>				
33100 Utilities	155,124	148,705	173,705	190,000
33100.10 Water Charges	-	-	7,700	37,205
Subtotal - Operations & Utilities	155,124	148,705	181,405	227,205
<u>Contractual and Professional Services</u>				
34100 Contractual Services	245,152	215,327	213,537	205,377
Subtotal - Contractual & Professional	245,152	215,327	213,537	205,377

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

Account Number	Account Description	FY 2016 Actual	FY 2017 Amended Budget	FY 2017 Estimated Year-End Total	FY 2018 Budget Request
<u>Internal Service Fund Charges</u>					
42100	Vehicle Operations and Maintenance	37,000	32,000	32,000	32,000
42105	Vehicle Replacement Charges	39,249	38,147	38,147	45,496
42110	Computing and Comm. Equip Replacement	900	900	900	900
42115	Computing and Communications Operations	8,700	10,600	10,600	10,100
42235	Compensated Absences	6,941	-	-	-
	Subtotal - Internal Service Charges	92,790	81,647	81,647	88,496
<u>Capital Outlay</u>					
43100	Equipment	6,543	-	-	20,000
43115	Building Improvements	-	65,000	65,000	-
	Subtotal - Capital Outlay	6,543	65,000	65,000	20,000
	Total Expenditures	\$ 826,215	908,351	915,007	954,913



ANIMAL CONTROL

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 handles more than 5,000 calls per year, cares for more than 1,000 impounded animals each year, takes pride in its success to process the adoption of dogs and cats at a high rate for an Animal Control facility in Southern California and ultimately facilitates community problem solving. We continue to look for ways to promote our animals through pet expos and community events throughout the year. Animal Control staff has implemented a fostering program to help with our animals that may need more intensive care. The 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. One of the goals of the strategic plan is to provide an outreach to the community. This is reflected in the goals below by now having an Animal Shelter Facebook page, including sympathy cards for recently departed pets, and by continually striving to provide excellent customer service to the community.

2017-18 Goals & Objectives

- To implement and send out sympathy cards to those residents who have recently lost or had to humanly euthanize a pet
- To continue improvements to the shelter facility through community organizations like the Eagle Scouts and Girl Scouts
- To create monthly adoption specials to help adopt dogs and cats that have been here at the shelter for longer than 10 days
- To provide exceptional customer service to Norco residents and the surrounding community
- To continue to keep the Norco Animal Shelter as the number 1 facility in Norco that volunteers sign up for to donate their time
- To create and maintain a Norco Animal Shelter Facebook page to help re-unite lost pets with their owners and to advertise current and upcoming events, programs and services

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

<i>Expenditures:</i>	<i>FY 2016 Actual</i>	<i>FY 2017 Amended Budget</i>	<i>FY 2017 Estimated Year-End Total</i>	<i>FY 2018 Budget Request</i>
Salaries and Benefits	\$ 401,216	425,198	418,872	443,468
Employee Related Expenditures	2,252	2,820	2,600	2,820
Supplies and Services	38,993	30,683	29,998	31,192
Maintenance and Rentals	19,349	13,000	14,000	15,000
Operations and Utilities	14,588	18,833	21,600	23,833
Contractual and Professional Services	61,016	42,902	46,325	42,000
Miscellaneous	-	-	-	-
CRA Programs	-	-	-	-
Internal Service Fund Charges	64,019	63,934	63,934	63,334
Capital Outlay	-	-	-	-
Transfers	-	-	-	-
<i>Total Expenditures</i>	<i>\$ 601,433</i>	<i>597,370</i>	<i>597,329</i>	<i>621,647</i>

<i>Funding Sources:</i>	<i>FY 2016 Actual</i>	<i>FY 2017 Amended Budget</i>	<i>FY 2017 Estimated Year-End Total</i>	<i>FY 2018 Budget Request</i>
General Fund	\$ 601,433	597,370	597,329	621,647
Water Fund	-	-	-	-
Sewer Fund	-	-	-	-
Gas Tax Fund	-	-	-	-
NPDES Storm Drainage Fund	-	-	-	-
Internal Service Fund	-	-	-	-
Redevelopment Funds	-	-	-	-
<i>Total Funding Sources</i>	<i>\$ 601,433</i>	<i>597,370</i>	<i>597,329</i>	<i>621,647</i>

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

Account			FY 2017	FY 2017	FY 2018
Number	Account Description	FY 2016	Amended	Estimated	Budget
		Actual	Budget	Year-End	Request
				Total	
<u>Salaries and Benefits</u>					
30100	Salaries, Full Time	\$ 158,961	174,396	170,790	179,627
30105	Salaries, Part Time	85,174	96,600	98,100	101,500
30106	Salaries, Part Time (32 hour)	23,404	24,960	24,158	24,960
30110	Salaries, Overtime	27,433	26,000	25,600	26,000
30200	PERS Retirement	17,622	18,887	18,501	19,444
30201	PERS Employer UAL	32,005	37,699	36,183	43,204
30205	Employee Group Insurance	30,539	34,093	30,731	34,886
30215	Medical Savings Account	242	240	240	240
30220	FICA/Medicare Insurance	4,339	5,108	4,620	5,269
30225	Sick leave buy back	2,797	2,800	2,514	2,800
30230	Annual Vacation/Admin Leave Cash Out	4,765	2,000	2,343	3,000
30235	Deferred Compensation	2,121	2,415	2,453	2,538
30245	Workers Compensation	11,814	-	2,639	-
	Subtotal - Salaries and Benefits	401,216	425,198	418,872	443,468
<u>Employee Related Expenditures</u>					
30300	Conferences and Meetings	893	500	300	500
30310	Uniforms & Safety Gear	1,219	2,000	2,000	2,000
30320	Dues, Memberships and Subscriptions	140	320	300	320
	Subtotal - Employee Related	2,252	2,820	2,600	2,820
<u>Supplies and Services</u>					
30400	Office Supplies	6,497	4,900	4,700	4,900
30415	Special Departmental	28,113	21,483	21,000	22,000
30425	Small Tools	235	152	150	152
30435	Software Expense	4,147	4,148	4,148	4,140
	Subtotal - Supplies and Services	38,993	30,683	29,998	31,192
<u>Maintenance and Rentals</u>					
32200	Building and ground maintenance	19,349	13,000	14,000	15,000
	Subtotal - Maintenance & Rentals	19,349	13,000	14,000	15,000
<u>Operations and Utilities</u>					
33100	Utilities	14,588	17,100	17,100	18,833
33100.10	Water Charges	-	1,733	4,500	5,000
	Subtotal - Operations & Utilities	14,588	18,833	21,600	23,833
<u>Contractual and Professional Services</u>					
34100	Contractual Services	33,208	22,000	22,000	23,000
34160	Spay & Neuter	14,815	18,799	17,500	19,000
34165	Animal Impounds (Courts)	12,994	2,103	6,825	-
	Subtotal - Contractual & Professional	61,016	42,902	46,325	42,000

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

Account				FY 2017	
Number	Account Description	FY 2016	FY 2017	Estimated	FY 2018
		Actual	Amended	Year-End	Budget
			Budget	Total	Request
<u>Internal Service Fund Charges</u>					
42100	Vehicle Operations and Maintenance	15,000	12,000	12,000	13,000
42105	Vehicle Replacement Charges	17,734	17,734	17,734	17,734
42110	Computing and Comm. Equip Replacement	2,300	2,300	2,300	2,300
42115	Computing and Communications Operations	26,000	31,900	31,900	30,300
42235	Compensated Absences	2,985	-	-	-
	Subtotal - Internal Service Charges	64,019	63,934	63,934	63,334
	Total Expenditures	\$ 601,433	597,370	597,329	621,647



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SPECIAL EVENTS

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

<i>Expenditures:</i>	<i>FY 2016 Actual</i>	<i>FY 2017 Amended Budget</i>	<i>FY 2017 Estimated Year-End Total</i>	<i>FY 2018 Budget Request</i>
Salaries and Benefits	\$ 7,220	9,406	6,520	8,919
Employee Related Expenditures	-	-	-	-
Supplies and Services	7,437	8,695	7,915	10,620
Maintenance and Rentals	4,973	1,891	1,314	1,575
Operations and Utilities	-	-	-	-
Contractual and Professional Services	26,621	30,519	30,382	34,675
Miscellaneous	-	-	-	-
CRA Programs	-	-	-	-
Internal Service Fund Charges	-	-	-	-
Capital Outlay	-	-	-	-
Transfers	-	-	-	-
<i>Total Expenditures</i>	<i>\$ 46,250</i>	<i>50,511</i>	<i>46,131</i>	<i>55,789</i>

<i>Funding Sources:</i>	<i>FY 2016 Actual</i>	<i>FY 2017 Amended Budget</i>	<i>FY 2017 Estimated Year-End Total</i>	<i>FY 2018 Budget Request</i>
General Fund	\$ 46,250	50,511	46,131	55,789
Water Fund	-	-	-	-
Sewer Fund	-	-	-	-
Gas Tax Fund	-	-	-	-
NPDES Storm Drainage Fund	-	-	-	-
Internal Service Fund	-	-	-	-
Miscellaneous Grants	-	-	-	-
<i>Total Funding Sources</i>	<i>\$ 46,250</i>	<i>50,511</i>	<i>46,131</i>	<i>55,789</i>

**City of Norco, California
Ingalls Division 720.10, General Fund
Budget Detail By Line Item**

Account Number	Account Description	FY 2016 Actual	FY 2017 Amended Budget	FY 2017 Estimated Year-End Total	FY 2018 Budget Request
<u>Salaries and Benefits</u>					
30105	Salaries, Part Time	\$ -	208	-	-
30220	FICA/Medicare Insurance	-	3	-	-
30235	Deferred Compensation	-	5	-	-
	Subtotal - Salaries and Benefits	<hr/> -	<hr/> 216	<hr/> -	<hr/> -
<u>Supplies and Services</u>					
30400	Office Supplies	-	50	-	-
	Subtotal - Supplies and Services	<hr/> -	<hr/> 50	<hr/> -	<hr/> -
<u>Maintenance and Rentals</u>					
32100	Office Equipment Maintenance				-
32105	Equipment Rental	-	65	-	-
	Subtotal - Maintenance & Rentals	<hr/> -	<hr/> 65	<hr/> -	<hr/> -
<u>Contractual and Professional Services</u>					
34150	Special Events	-	100	-	-
	Subtotal - Contractual & Professional	<hr/> -	<hr/> 100	<hr/> -	<hr/> -
	Total Expenditures	<hr/> \$ -	<hr/> 431	<hr/> -	<hr/> -

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

Account Number	Account Description	FY 2016 Actual	FY 2017 Amended Budget	FY 2017 Estimated Year-End Total	FY 2018 Budget Request
<u>Salaries and Benefits</u>					
30105	Salaries, Part Time	\$ 1,419	1,506	596	1,506
30106	Part Time Salaries-32 Hour	34	-	51	-
30110	Salaries, Overtime	2,340	2,500	2,036	2,500
30220	FICA/Medicare Insurance	-	58	39	58
30235	Deferred Compensation	-	38	67	38
	Subtotal - Salaries and Benefits	3,792	4,102	2,789	4,102
<u>Supplies and Services</u>					
30415	Special Departmental	4,806	4,000	3,444	4,000
	Subtotal - Supplies and Services	4,806	4,000	3,444	4,000
<u>Maintenance and Rentals</u>					
32105	Equipment Rental	3,749	250	-	250
	Subtotal - Maintenance & Rentals	3,749	250	-	250
<u>Contractual and Professional Services</u>					
34100	Contractual Services	10,992	15,000	15,003	16,000
34100.60	Gateway Sign Maintenance	-	-	555	-
34150	Special Events	135	-	-	-
	Subtotal - Contractual & Professional	11,127	15,000	15,558	16,000
	Total Expenditures	\$ 23,474	23,352	21,791	24,352

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

Account Number	Account Description	FY 2016 Actual	FY 2017 Amended Budget	FY 2017 Estimated Year-End Total	FY 2018 Budget Request
<u>Salaries and Benefits</u>					
30110	Salaries, Overtime	\$ 1,095	1,415	-	-
30220	FICA/Medicare Insurance	-	21	-	-
30235	Deferred Compensation	-	37	-	-
	Subtotal - Salaries and Benefits	1,095	1,473	-	-
<u>Maintenance and Rentals</u>					
32105	Equipment Rental	-	291	-	-
	Subtotal - Maintenance & Rentals	-	291	-	-
<u>Contractual and Professional Services</u>					
34100	Contractual Services	635	270	-	-
34150	Special Events	-	1,579	-	-
	Subtotal - Contractual & Professional	635	1,849	-	-
	Total Expenditures	\$ 1,730	3,613	-	-

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

Account Number	Account Description	FY 2016 Actual	FY 2017 Amended Budget	FY 2017 Estimated Year-End Total	FY 2018 Budget Request
<u>Salaries and Benefits</u>					
30105	Salaries, Part Time	\$ 89	250	133	250
30106	Part Time Salaries-32 Hour	-	150	-	150
30220	FICA/Medicare Insurance	-	6	2	6
30235	Deferred Compensation	-	6	3	6
	Subtotal - Salaries and Benefits	89	412	138	412
<u>Supplies and Services</u>					
30400	Office Supplies	-	40	58	60
30415	Special Departmental	1,305	2,230	626	2,000
	Subtotal - Supplies and Services	1,305	2,270	684	2,060
<u>Maintenance and Rentals</u>					
32105	Equipment Rental	-	210	239	250
	Subtotal - Maintenance & Rentals	-	210	239	250
<u>Contractual and Professional Services</u>					
34100	Contractual Services	6,474	4,420	3,396	4,000
34150	Special Events	1,700	-	135	-
	Subtotal - Contractual & Professional	8,174	4,420	3,531	4,000
	Total Expenditures	\$ 9,568	7,312	4,592	6,722

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

Account Number	Account Description	FY 2016 Actual	FY 2017 Amended Budget	FY 2017 Estimated Year-End Total	FY 2018 Budget Request
<u>Salaries and Benefits</u>					
30105	Salaries, Part Time	\$ 22.00	35	35	35
30220	FICA/Medicare Insurance	-	1	1	1
30235	Deferred Compensation	-	1	1	1
	Subtotal - Salaries and Benefits	<u>22</u>	<u>37</u>	<u>37</u>	<u>37</u>
<u>Supplies and Services</u>					
30400	Office Supplies	-	25	25	25
	Subtotal - Supplies and Services	<u>-</u>	<u>25</u>	<u>25</u>	<u>25</u>
<u>Contractual and Professional Services</u>					
34150	Special Events	19	125	125	125
	Subtotal - Contractual & Professional	<u>19</u>	<u>125</u>	<u>125</u>	<u>125</u>
	Total Expenditures	<u>\$ 41</u>	<u>187</u>	<u>187</u>	<u>187</u>

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

Account Number	Account Description	FY 2016 Actual	FY 2017 Amended Budget	FY 2017 Estimated Year-End Total	FY 2018 Budget Request
<u>Salaries and Benefits</u>					
30105	Salaries, Part Time	\$ 158	822	650	750
30220	FICA/Medicare Insurance	-	12	9	11
30235	Deferred Compensation	-	21	16	19
	Subtotal - Salaries and Benefits	158	855	676	780
<u>Supplies and Services</u>					
30415	Special Departmental	32	325	325	350
	Subtotal - Supplies and Services	32	325	325	350
<u>Contractual and Professional Services</u>					
34100	Contractual Services	4,828	8,025	6,800	8,500
34150	Special Events	365	-	55	-
	Subtotal - Contractual & Professional	5,193	8,025	6,855	8,500
	Total Expenditures	\$ 5,384	9,205	7,856	9,630

City of Norco, California
Wheel Chair Basketball Division 720.36, General Fund
Budget Detail By Line Item

Account Number	Account Description	FY 2016 Actual	FY 2017 Amended Budget	FY 2017 Estimated Year-End Total	FY 2018 Budget Request
<u>Salaries and Benefits</u>					
30105	Salaries, Part Time	\$ -	-	143	200
	Subtotal - Salaries and Benefits	-	-	143	200
<u>Supplies and Services</u>					
30400	Office Supplies	-	-	-	200
30415	Special Departmental	-	-	1,429	1,500
	Subtotal - Supplies and Services	-	-	1,429	1,700
<u>Contractual and Professional Services</u>					
34100	Contractual Services	-	-	3,013	2,000
34150	Special Events	-	-	-	2,700
	Subtotal - Contractual & Professional	-	-	3,013	4,700
	Total Expenditures	\$ -	-	4,585	6,600

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

Account Number	Account Description	FY 2016 Actual	FY 2017 Amended Budget	FY 2017 Estimated Year-End Total	FY 2018 Budget Request
<u>Salaries and Benefits</u>					
30105	Salaries, Part Time	\$ 362	450	504	500
30106	Part Time Salaries-32 Hour	878	1,000	800	1,250
30220	FICA/Medicare Insurance	-	21	19	25
30235	Deferred Compensation	-	11	33	44
	Subtotal - Salaries and Benefits	1,240	1,482	1,356	1,819
<u>Supplies and Services</u>					
30415	Special Departmental	72	400	250	500
30440	Advertising and Promotion	-	100	100	100
	Subtotal - Supplies and Services	72	500	350	600
<u>Contractual and Professional Services</u>					
34100	Contractual Services	629	500	500	500
34150	Special Events	663	500	500	500
	Subtotal - Contractual & Professional	1,292	1,000	1,000	1,000
	Total Expenditures	\$ 2,603	2,982	2,706	3,419

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

Account Number	Account Description	FY 2016 Actual	FY 2017 Amended Budget	FY 2017 Estimated Year-End Total	FY 2018 Budget Request
<u>Salaries and Benefits</u>					
30105	Salaries, Part Time	\$ 111	373	380	450
30106	Part Time Salaries-32 Hour	90	125	95	125
30220	FICA/Medicare Insurance	-	7	7	8
30235	Deferred Compensation		9	12	14
	Subtotal - Salaries and Benefits	201	514	493	598
<u>Supplies and Services</u>					
30415	Special Departmental	457	650	448	650
	Subtotal - Supplies and Services	457	650	448	650
	Total Expenditures	\$ 658	1,164	941	1,248

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

Account Number	Account Description	FY 2016 Actual	FY 2017 Amended Budget	FY 2017 Estimated Year-End Total	FY 2018 Budget Request
<u>Salaries and Benefits</u>					
30105	Salaries, Part Time	\$ 85	90	90	110
30106	Part Time Salaries-32 Hour	86	90	90	100
30220	FICA/Medicare Insurance	-	3	3	3
30235	Deferred Compensation	-	2	5	5
	Subtotal - Salaries and Benefits	171	185	187	218
<u>Supplies and Services</u>					
30415	Special Departmental	764	875	875	900
	Subtotal - Supplies and Services	764	875	875	900
<u>Contractual and Professional Services</u>					
34150	Special Events	35	-	-	-
	Subtotal - Contractual & Professional	35	-	-	-
	Total Expenditures	\$ 970	1,060	1,062	1,118

City of Norco, California
Founders Day Division 720.90, General Fund
Budget Detail By Line Item

Account Number	Account Description	FY 2016 Actual	FY 2017 Amended Budget	FY 2017 Estimated Year-End Total	FY 2018 Budget Request
<u>Salaries and Benefits</u>					
30105	Salaries, Part Time	\$ -	125	-	-
30110	Salaries, Overtime	453	-	226	250
30220	FICA/Medicare Insurance	-	2	3	4
30235	Deferred Compensation	-	3	6	6
	Subtotal - Salaries and Benefits	453	130	235	260
<u>Maintenance and Rentals</u>					
32105	Equipment Rental	1,224	1,075	1,075	1,075
	Subtotal - Maintenance & Rentals	1,224	1,075	1,075	1,075
<u>Contractual and Professional Services</u>					
34150	Special Events	146	-	-	-
	Subtotal - Contractual & Professional	146	-	-	-
	Total Expenditures	\$ 1,823	1,205	1,310	1,335

City of Norco, California
Memorial Day Division 720.41, General Fund
Budget Detail By Line Item

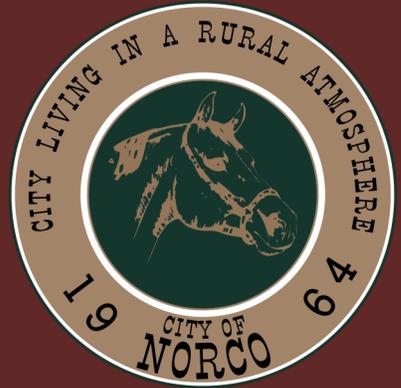
Account Number	Account Description	FY 2016 Actual	FY 2017 Amended Budget	FY 2017 Estimated Year-End Total	FY 2018 Budget Request
<u>Salaries and Benefits</u>					
30105	Salaries, Part Time	\$ -	-	225	230
30110	Salaries, Overtime	-	-	90	95
30220	FICA/Medicare Insurance	-	-	3	3
30235	Deferred Compensation	-	-	5	5
	Subtotal - Salaries and Benefits	-	-	323	333
<u>Supplies and Services</u>					
30400	Office Supplies	-	-	50	50
30415	Special Departmental	-	-	200	200
	Subtotal - Supplies and Services	-	-	250	250
<u>Contractual and Professional Services</u>					
34100	Contractual Services	-	-	300	350
	Subtotal - Contractual & Professional	-	-	300	350
	Total Expenditures	\$ -	-	873	933

City of Norco, California
Vietnam Veterans Day Division 720.42, General Fund
Budget Detail By Line Item

Account			FY 2017	
Number	Account Description	FY 2016	FY 2017	FY 2018
		Actual	Amended	Budget
			Estimated	Year-End
			Total	Request
<u>Salaries and Benefits</u>				
30105	Salaries, Part Time	\$ -	-	138
30220	FICA/Medicare Insurance	-	-	3
30235	Deferred Compensation	-	-	2
	Subtotal - Salaries and Benefits	-	-	143
<u>Supplies and Services</u>				
30400	Office Supplies	-	-	50
30415	Special Departmental	-	-	35
	Subtotal - Supplies and Services	-	-	85
	Total Expenditures	\$ -	-	228
			228	246



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COMMUNITY DEVELOPMENT BLOCK GRANT (CDBG)

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

<i>Expenditures:</i>	FY 2016 Actual	FY 2017 Amended Budget	FY 2017 Estimated Year-End Total	FY 2018 Budget Request
Salaries and Benefits	\$ 7,664	-	-	-
Employee Related Expenditures	-	-	-	-
Supplies and Services	-	-	-	-
Maintenance and Rentals	-	-	-	-
Operations and Utilities	-	-	-	-
Contractual and Professional Services	3,838	-	-	-
Miscellaneous	-	12,669	12,669	11,422
CRA Programs	-	-	-	-
Internal Service Fund Charges	-	-	-	-
Capital Outlay	-	308,527	5,550	302,977
Transfers	-	-	-	-
Total Expenditures	\$ 11,502	321,196	18,219	314,399

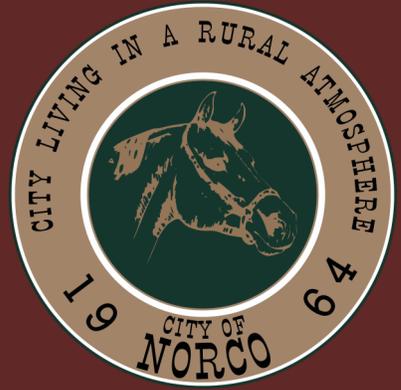
<i>Funding Sources:</i>	FY 2016 Actual	FY 2017 Amended Budget	FY 2017 Estimated Year-End Total	FY 2018 Budget Request
General Fund	\$ -	-	-	-
Water Fund	-	-	-	-
Sewer Fund	-	-	-	-
Gas Tax Fund	-	-	-	-
NPDES Storm Drainage Fund	-	-	-	-
Internal Service Fund	-	-	-	-
Grants	11,502	321,196	18,219	314,399
Total Funding Sources	\$ 11,502	321,196	18,219	314,399

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

Account Number Account Description	FY 2016 Actual	FY 2017 Amended Budget	FY 2017 Estimated Year-End Total	FY 2018 Budget Request
<u>Salaries and Benefits</u>				
30105 Salaries, Part Time	\$ 7,361	-	-	-
30220 FICA/Medicare Insurance	111	-	-	-
30235 Deferred Compensation	192	-	-	-
Subtotal - Salaries and Benefits	7,664	-	-	-
<u>Contractual and Professional Services</u>				
34100 Contractual Services	3,838	-	-	-
Subtotal - Contractual & Professional	3,838	-	-	-
<u>Miscellaneous</u>				
35350 Senior Rec/Comm Svc Leader	-	12,669	12,669	11,422
Subtotal - Miscellaneous	-	12,669	12,669	11,422
<u>Capital Outlay</u>				
43115 Building Improvements	-	308,527	5,550	302,977
Subtotal - Capital Outlay	-	308,527	5,550	302,977
Total Expenditures	\$ 11,502	321,196	18,219	314,399



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PUBLIC WORKS

Public Works Department

The Director of Public Works manages the Engineering, Water, Sewer, Recycled Water, Streets, Storm Drain, and Parkway Maintenance. 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, 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, street repair and replacement, and the installation/maintenance of the equestrian trail system in the City.

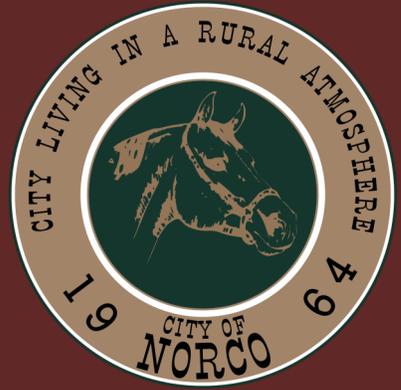
**City of Norco, California
Public Works Department
Budget Summary By Major Categories**

<i>Expenditures:</i>	<i>FY 2016 Actual</i>	<i>FY 2017 Amended Budget</i>	<i>FY 2017 Estimated Year-End Total</i>	<i>FY 2018 Budget Request</i>
Salaries and Benefits	\$ 1,619,080	1,763,863	1,595,636	1,898,110
Employee Related Expenditures	21,316	28,950	17,400	68,800
Supplies and Services	813,648	356,550	320,750	411,000
Maintenance and Rentals	223,313	305,934	223,000	352,000
Operations and Utilities	5,194,394	6,104,764	5,138,000	6,116,200
Contractual and Professional Services	3,153,312	3,841,920	2,769,000	3,614,300
Miscellaneous	562,824	784,983	784,973	785,129
Debt Service	2,794,618	2,858,569	2,858,569	2,744,404
CRA Programs	-	-	-	-
Internal Service Fund Charges	263,014	353,252	296,252	393,630
Capital Outlay	3,211	50,000	26,000	145,000
Transfers Out	804,446	258,204	258,204	258,204
<i>Total Expenditures</i>	<i>\$ 15,453,177</i>	<i>16,706,989</i>	<i>14,287,784</i>	<i>16,786,777</i>

<i>Funding Sources:</i>	<i>FY 2016 Actual</i>	<i>FY 2017 Amended Budget</i>	<i>FY 2017 Estimated Year-End Total</i>	<i>FY 2018 Budget Request</i>
General Fund	\$ 382,888	287,583	262,441	334,656
Water Fund	8,811,539	9,506,617	8,183,076	9,643,417
Sewer Fund	5,536,630	6,040,094	5,049,581	5,895,745
Gas Tax Fund	609,565	735,270	683,163	770,605
NPDES Storm Drainage Fund	112,555	137,425	109,523	142,354
Internal Service Fund	-	-	-	-
Redevelopment Funds	-	-	-	-
<i>Total Funding Sources</i>	<i>\$ 15,453,177</i>	<i>16,706,989</i>	<i>14,287,784</i>	<i>16,786,777</i>



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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, recycled water, 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.

2017-18 Goals & Objectives

- Expansion and refinement of GIS database.
- Continued communication between other divisions on projects.
- Continue to implement citywide Capital Improvement Program.
- Development of Rules and Regulations governing use of Recycled Water.

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

Expenditures:	FY 2016 Actual	FY 2017 Amended Budget	FY 2017 Estimated Year-End Total	FY 2018 Budget Request
Salaries and Benefits	\$ 382,574	452,642	421,311	494,193
Employee Related Expenditures	-	100	-	1,000
Supplies and Services	785	2,700	800	1,700
Maintenance and Rentals	-	-	-	-
Operations and Utilities	-	-	-	-
Contractual and Professional Services	154,377	35,160	17,000	36,000
Miscellaneous	-	-	-	-
CRA Programs	-	-	-	-
Internal Service Fund Charges	28,000	34,100	34,100	33,800
Capital Outlay	-	-	-	-
Transfers	-	-	-	-
Total Expenditures	\$ 565,737	524,702	473,211	566,693

Funding Sources:	FY 2016 Actual	FY 2017 Amended Budget	FY 2017 Estimated Year-End Total	FY 2018 Budget Request
General Fund	\$ 283,963	178,874	154,372	195,531
Water Fund	119,483	150,786	137,968	159,387
Sewer Fund	119,482	150,786	137,967	159,387
Gas Tax Fund	42,249	44,256	42,905	52,389
NPDES Storm Drainage Fund	560	-	-	-
Internal Service Fund	-	-	-	-
Redevelopment Funds	-	-	-	-
Total Funding Sources	\$ 565,737	524,702	473,211	566,693

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

Account Number	Account Description	FY 2016 Actual	FY 2017 Amended Budget	FY 2017 Estimated Year-End Total	FY 2018 Budget Request
<u>Salaries and Benefits</u>					
30100	Salaries, Full Time	\$ 74,987	80,398	77,717	85,972
30105	Salaries, Part Time	4,823	-	1,500	10,644
30106	Salaries, Part Time (32 hour)	520	-	-	-
30110	Salaries, Overtime	100	-	-	-
30200	PERS Retirement	4,939	5,827	5,651	6,199
30201	PERS Employer UAL	2,702	3,610	3,502	4,137
30205	Employee Group Insurance	9,911	13,552	11,459	11,917
30210	Vehicle Allowance	365	480	480	480
30212	Cell Phone Stipend	45	60	60	60
30215	Medical Savings Account	153	120	137	120
30220	FICA/Medicare Insurance	1,171	1,167	1,149	1,401
30225	Sick leave buy back	981	700	780	936
30230	Annual Vacation Cash Out	-	900	-	900
30235	Deferred Compensation	106	-	38	266
	Subtotal - Salaries and Benefits	100,801	106,814	102,472	123,031
<u>Employee Related Expenditures</u>					
30300	Conferences and Meetings	-	100	-	1,000
	Subtotal - Employee Related	-	100	-	1,000
<u>Supplies and Services</u>					
30400	Office Supplies	613	500	600	1,000
30415	Special Departmental	172	2,000	200	500
30425	Small Tools	-	200	-	200
	Subtotal - Supplies and Services	785	2,700	800	1,700
<u>Contractual and Professional Services</u>					
34100	Contractual Services	154,377	30,160	16,000	31,000
34105	Other Professional Services	-	5,000	1,000	5,000
	Subtotal - Contractual & Professional	154,377	35,160	17,000	36,000
<u>Internal Service Fund Charges</u>					
42110	Computing and Comm. Equip Replacement	2,000	2,200	2,200	3,500
42115	Computing and Communications Operations	26,000	31,900	31,900	30,300
	Subtotal - Internal Service Charges	28,000	34,100	34,100	33,800
	Total Expenditures	\$ 283,963	178,874	154,372	195,531

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

Account			FY 2017	FY 2017	FY 2018
Number	Department-Generated Revenues	FY 2016	Amended	Estimated	Budget
		Actual	Budget	Year-End	Request
				Total	
55400	Encroachment Fees	\$ 89,854	84,273	107,499	90,600
55405	Grading Permit	5,447	26,290	24,239	24,239
55410	Grading Plan Check Fees (inc. WQMP)	3,588	13,284	21,125	13,000
55415	Overload Moving Permit	1,883	1,160	1,776	1,160
55420	Final Map Check	5,972	15,000	-	-
55425	Improvement Plan Check	15,867	10,000	2,920	3,000
55430	Lot Merger/Adjustment/PAKA	2,641	4,000	281	300
		\$ 125,252	154,007	157,839	132,299

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

Account Number	Account Description	FY 2016 Actual	FY 2017 Amended Budget	FY 2017 Estimated Year-End Total	FY 2018 Budget Request
<u>Salaries and Benefits</u>					
30100	Salaries, Full Time	\$ 85,199	100,997	96,383	105,292
30105	Salaries, Part Time	2,723	2,500	-	6,870
30110	Salaries, Overtime	125	-	-	-
30200	PERS Retirement	6,181	8,849	8,546	9,207
30201	PERS Employer UAL	10,806	14,439	14,008	16,548
30205	Employee Group Insurance	11,002	18,330	14,201	14,872
30210	Vehicle Allowance	1,460	1,920	1,920	1,920
30212	Cell Phone Stipend	180	240	240	240
30215	Medical Savings Account	65	48	112	48
30220	FICA/Medicare Insurance	1,281	1,500	1,398	1,627
30225	Sick leave buy back	393	700	1,160	1,392
30230	Annual Vacation Cash Out	-	1,200	-	1,200
30235	Deferred Compensation	68	63	-	172
Subtotal - Salaries and Benefits		\$ 119,483	150,786	137,968	159,387

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

Account Number	Account Description	FY 2016 Actual	FY 2017 Amended Budget	FY 2017 Estimated Year-End Total	FY 2018 Budget Request
<u>Salaries and Benefits</u>					
30100	Salaries, Full Time	\$ 85,199	100,997	96,382	105,292
30105	Salaries, Part Time	2,723	2,500	-	6,870
30110	Salaries, Overtime	125	-	-	-
30200	PERS Retirement	6,181	8,849	8,546	9,207
30201	PERS Employer UAL	10,806	14,439	14,008	16,548
30205	Employee Group Insurance	11,001	18,330	14,201	14,872
30210	Vehicle Allowance	1,460	1,920	1,920	1,920
30212	Cell Phone Stipend	180	240	240	240
30215	Medical Savings Account	65	48	112	48
30220	FICA/Medicare Insurance	1,281	1,500	1,398	1,627
30225	Sick leave buy back	393	700	1,160	1,392
30230	Annual Vacation Cash Out	-	1,200	-	1,200
30235	Deferred Compensation	68	63	-	172
Subtotal - Salaries and Benefits		\$ 119,482	150,786	137,967	159,387

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

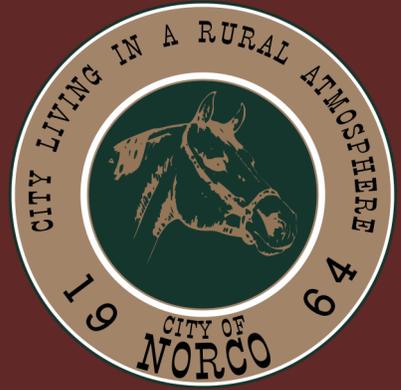
Account Number	Account Description	FY 2016 Actual	FY 2017 Amended Budget	FY 2017 Estimated Year-End Total	FY 2018 Budget Request
<u>Salaries and Benefits</u>					
30100	Salaries, Full Time	\$ 30,896	30,844	29,830	32,402
30105	Salaries, Part Time	-	-	-	5,496
30200	PERS Retirement	2,145	2,579	2,513	2,699
30201	PERS Employer UAL	2,701	3,610	3,502	4,137
30205	Employee Group Insurance	5,251	5,579	5,603	5,572
30210	Vehicle Allowance	365	480	480	480
30212	Cell Phone Stipend	45	60	60	60
30215	Medical Savings Account	32	24	40	24
30220	FICA/Medicare Insurance	446	447	433	550
30225	Sick leave buy back	269	333	444	533
30230	Annual Vacation Cash Out	-	300	-	300
30235	Deferred Compensation	-	-	-	137
	Subtotal - Salaries and Benefits	\$ 42,249	44,256	42,905	52,389

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

Account Number	Account Description	FY 2016 Actual	FY 2017 Amended Budget	FY 2017 Estimated Year-End Total	FY 2018 Budget Request
<u>Salaries and Benefits</u>					
30106	Salaries, Part Time (32 hour)	\$ 520	-	-	-
30200	PERS Retirement	32	-	-	-
30220	FICA/Medicare Insurance	8	-	-	-
	Subtotal - Salaries and Benefits	\$ 560	-	-	-



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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 and laboratory are responsible for collection and testing of water to assure that safe drinking water standards are met. Staff serves on the Chino Basin Desalter Authority Technical Advisory Committee, the Arlington Desalter Technical Advisory Committee and the Chino Basin Watermaster Advisory Group.

2017-18 Goals & Objectives

- Improve available data for GIS program.
- Identify, design and construct well and reservoir system improvements.
- Continue improvements of the Recycled Water System to help reduce potable water demand.
- Continue public education of mandates for water conservation.

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

Expenditures:	FY 2016 Actual	FY 2017 Amended Budget	FY 2017 Estimated Year-End Total	FY 2018 Budget Request
Salaries and Benefits	\$ 634,035	561,433	493,550	586,369
Employee Related Expenditures	13,361	13,200	10,000	41,600
Supplies and Services	467,708	231,000	214,000	263,250
Maintenance and Rentals	101,460	142,175	94,000	165,500
Operations and Utilities	4,995,493	5,962,779	5,007,700	5,967,700
Contractual and Professional Services	564,368	528,680	350,000	603,000
Miscellaneous	362,824	485,752	485,742	485,899
Debt Service	970,852	1,067,075	1,067,075	957,371
CRA Programs	-	-	-	-
Internal Service Fund Charges	128,635	178,611	146,611	195,198
Capital Outlay	-	30,000	20,000	60,000
Transfers	427,223	129,102	129,102	129,102
Total Expenditures	\$ 8,665,958	9,329,807	8,017,780	9,454,989

Funding Sources:	FY 2016 Actual	FY 2017 Amended Budget	FY 2017 Estimated Year-End Total	FY 2018 Budget Request
General Fund	\$ -	-	-	-
Water Fund	8,665,958	9,329,807	8,017,780	9,454,989
Sewer Fund	-	-	-	-
Gas Tax Fund	-	-	-	-
NPDES Storm Drainage Fund	-	-	-	-
Internal Service Fund	-	-	-	-
Total Funding Sources	\$ 8,665,958	9,329,807	8,017,780	9,454,989

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

Account Number	Account Description	FY 2016 Actual	FY 2017 Amended Budget	FY 2017 Estimated Year-End Total	FY 2018 Budget Request
<u>Salaries and Benefits</u>					
30100	Salaries, Full Time	\$ 327,569	302,976	255,823	332,467
30110	Salaries, Overtime	95,561	70,000	70,000	70,000
30200	PERS Retirement	31,923	28,187	23,728	29,003
30201	PERS Employer UAL	57,313	53,945	45,742	51,765
30205	Employee Group Insurance	87,322	93,659	75,283	90,497
30212	Cell Phone Stipend	-	-	200	522
30215	Medical Savings Account	109	108	107	108
30220	FICA/Medicare Insurance	4,757	5,058	4,724	5,508
30225	Sick leave buy back	2,692	4,500	2,633	3,500
30230	Annual Vacation/Admin Leave Cash Out	1,928	3,000	1,175	3,000
30245	Workers Compensation	24,861	-	14,135	-
	Subtotal - Salaries and Benefits	634,035	561,433	493,550	586,369
<u>Employee Related Expenditures</u>					
30300	Conferences and Meetings	3,439	3,000	1,500	10,000
30310	Uniforms & Safety Gear	7,224	5,700	5,500	23,500
30320	Dues, Memberships and Subscriptions	2,698	4,500	3,000	8,100
	Subtotal - Employee Related	13,361	13,200	10,000	41,600
<u>Supplies and Services</u>					
30400	Office Supplies	2,866	3,000	1,000	5,750
30415	Special Departmental	411,325	174,500	160,000	199,500
30425	Small Tools	3,517	3,500	3,000	8,000
30470	Post Employment Ben-GASB45	50,000	50,000	50,000	50,000
	Subtotal - Supplies and Services	467,708	231,000	214,000	263,250
<u>Maintenance and Rentals</u>					
32105	Equipment Rental	1,658	5,000	2,000	5,000
32200	Building and ground maintenance	9,772	3,175	2,000	6,500
32450	Well & Pump Maintenance	90,030	134,000	90,000	154,000
	Subtotal - Maintenance & Rentals	101,460	142,175	94,000	165,500
<u>Operations and Utilities</u>					
33100	Utilities	353,690	505,279	300,000	505,000
33100.10	Water Charges	-	-	2,700	5,200
33105	Purchased water	4,637,239	5,282,500	4,700,000	5,282,500
33107	Purchase Water Capital	-	150,000	-	150,000
33115	Chino Pump Tax	4,564	25,000	5,000	25,000
	Subtotal - Operations & Utilities	4,995,493	5,962,779	5,007,700	5,967,700
<u>Contractual and Professional Services</u>					
34100	Contractual Services	564,368	528,680	350,000	603,000
	Subtotal - Contractual & Professional	564,368	528,680	350,000	603,000

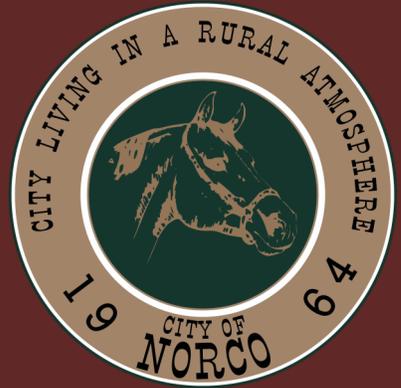
City of Norco, California
Water Operations Division 804, Water Fund 124
Budget Detail By Line Item

Account Number	Account Description	FY 2016 Actual	FY 2017 Amended Budget	FY 2017 Estimated Year-End Total	FY 2018 Budget Request
<u>Miscellaneous</u>					
35100	Interest Payments	689,552	672,998	672,998	653,821
35105	Principal Payments	281,300	394,077	394,077	303,550
35150	Administrative Overhead	362,216	485,142	485,142	485,289
35205	Property Taxes	608	610	600	610
	Subtotal - Miscellaneous	1,333,676	1,552,827	1,552,817	1,443,270
<u>Internal Service Fund Charges</u>					
42100	Vehicle Operations and Maintenance	68,000	68,000	68,000	87,000
42105	Vehicle Replacement Charges	46,169	61,411	61,411	59,898
42110	Computing and Comm. Equip Replacement	1,300	1,200	1,200	1,100
42115	Computing and Communications Operations	13,000	16,000	16,000	15,200
42220	Self Insured Expenses	166	2,000	-	2,000
42225	Self Insured Settlements	-	30,000	-	30,000
	Subtotal - Internal Service Charges	128,635	178,611	146,611	195,198
<u>Capital Outlay</u>					
43100	Equipment	-	15,000	10,000	30,000
43115	Building Improvements	-	15,000	10,000	30,000
	Subtotal - Capital Outlay	-	30,000	20,000	60,000
<u>Transfers</u>					
44100	Transfers	427,223	129,102	129,102	129,102
	Subtotal - Transfers	427,223	129,102	129,102	129,102
	Total Expenditures	\$ 8,665,958	9,329,807	8,017,780	9,454,989

Account Number	Department-Generated Revenues	FY 2016 Actual	FY 2017 Amended Budget	FY 2017 Estimated Year-End Total	FY 2018 Budget Request
124-000-54200	Interest Income	\$ 18,013	13,000	20,000	25,000
124-000-57100	Water Tolls Domestic	7,203,289	7,665,217	8,348,271	9,640,143
124-000-57105	Irrigation - Residential	752,666	799,486	787,318	803,808
124-000-57115	Energy Pass Thru	71,115	83,326	76,044	79,995
124-000-57120	Sale of Water	-	1,130,000	1,130,000	-
124-000-57125	Bulk Water	26,518	27,000	14,000	15,000
124-000-57130	Reconnection Fee	8,730	7,200	9,000	9,000
124-000-57132	Other Servie Fees	198,305	207,233	200,000	200,000
124-000-57915	Miscellaneous	11,368	-	30,000	15,000
124-000-59220	Transfer In from Water Capital	-	700,000	700,000	-
	Total Revenues	\$ 8,290,004	10,632,462	11,314,633	10,787,945



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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 also serves on the Western Riverside County Regional Wastewater Authority Executive Committee.

2017-18 Goals & Objectives

- Improve facility maintenance.
- Ongoing sanitary sewer collection system cleaning.
- Improve available data for GIS program.
- Identify, design and constructed booster pump improvements at WRCRWA plant to push recycled water into the Norco Recycled Water System.
- Implement recycle water permitting and operational training.
- Public education on what not to put into the system.

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

Expenditures:	FY 2016 Actual	FY 2017 Amended Budget	FY 2017 Estimated Year-End Total	FY 2018 Budget Request
Salaries and Benefits	\$ 261,668	496,261	420,968	550,720
Employee Related Expenditures	5,458	11,700	5,700	20,500
Supplies and Services	313,478	71,500	63,350	80,000
Maintenance and Rentals	18,241	53,175	21,000	56,500
Operations and Utilities	101,210	50,100	40,000	47,100
Contractual and Professional Services	2,188,426	2,810,780	2,000,000	2,498,000
Miscellaneous	200,000	299,231	299,231	299,230
Debt Service	1,823,767	1,791,494	1,791,494	1,787,033
CRA Programs	-	-	-	-
Internal Service Fund Charges	101,579	134,941	109,941	159,132
Capital Outlay	-	15,000	3,500	80,000
Transfers	377,223	129,102	129,102	129,102
Total Expenditures	\$ 5,391,050	5,863,284	4,884,286	5,707,317

Funding Sources:	FY 2016 Actual	FY 2017 Amended Budget	FY 2017 Estimated Year-End Total	FY 2018 Budget Request
General Fund	\$ -	-	-	-
Water Fund	-	-	-	-
Sewer Fund	5,391,050	5,863,284	4,884,286	5,707,317
Gas Tax Fund	-	-	-	-
NPDES Storm Drainage Fund	-	-	-	-
Internal Service Fund	-	-	-	-
Total Funding Sources	\$ 5,391,050	5,863,284	4,884,286	5,707,317

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

Account Number Account Description	FY 2016 Actual	FY 2017 Amended Budget	FY 2017 Estimated Year-End Total	FY 2018 Budget Request
<u>Salaries and Benefits</u>				
30100 Salaries, Full Time	\$ 134,949	288,834	227,712	318,332
30110 Salaries, Overtime	30,822	30,000	54,016	55,000
30200 PERS Retirement	14,845	26,991	20,665	27,930
30201 PERS Employer UAL	27,543	52,208	41,958	50,702
30205 Employee Group Insurance	39,618	91,266	63,057	88,835
30212 Cell Phone Stipend	-	-	225	642
30215 Medical Savings Account	97	108	107	108
30220 FICA/Medicare Insurance	1,761	4,254	4,085	5,073
30225 Sick leave buy back	1,391	1,600	2,526	2,700
30230 Annual Vacation/Admin Leave Cash Out	1,665	1,000	1,175	1,400
30245 Workers Compensation	8,976	-	5,442	-
Subtotal - Salaries and Benefits	261,668	496,261	420,968	550,720
<u>Employee Related Expenditures</u>				
30300 Conferences and Meetings	325	3,000	-	10,000
30310 Uniforms & Safety Gear	4,628	5,700	5,000	7,500
30320 Dues, memberships and Subscriptions	505	3,000	700	3,000
Subtotal - Employee Related	5,458	11,700	5,700	20,500
<u>Supplies and Services</u>				
30400 Office Supplies	366	1,000	350	1,000
30415 Special Departmental	261,346	17,000	10,000	22,000
30425 Small Tools	1,766	3,500	3,000	7,000
30470 Post Employment Ben-GASB45	50,000	50,000	50,000	50,000
Subtotal - Supplies and Services	313,478	71,500	63,350	80,000
<u>Maintenance and Rentals</u>				
32105 Equipment Rental	1,220	5,000	500	5,000
32200 Building and ground maintenance	1,276	3,175	500	6,500
32450 Well & Pump Maintenance	15,745	45,000	20,000	45,000
Subtotal - Maintenance & Rentals	18,241	53,175	21,000	56,500
<u>Operations and Utilities</u>				
33100 Utilities	101,210	50,100	40,000	47,100
Subtotal - Operations & Utilities	101,210	50,100	40,000	47,100
<u>Contractual and Professional Services</u>				
34100 Contractual Services	2,188,426	2,810,780	2,000,000	2,498,000
Subtotal - Contractual & Professional	2,188,426	2,810,780	2,000,000	2,498,000

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

Account			FY 2017	FY 2017	FY 2018
Number	Account Description	FY 2016	FY 2017	Estimated	Budget
		Actual	Amended	Year-End	Request
			Budget	Total	
<u>Miscellaneous</u>					
35100	Interest Payments	1,245,032	1,189,878	1,189,878	1,163,019
35105	Principal Payments	578,735	601,616	601,616	624,014
35150	Administrative Overhead	200,000	299,231	299,231	299,230
	Subtotal - Miscellaneous	2,023,767	2,090,725	2,090,725	2,086,263
<u>Internal Service Fund Charges</u>					
42100	Vehicle Operations and Maintenance	52,000	52,000	52,000	78,000
42105	Vehicle Replacement Charges	30,779	40,941	40,941	39,932
42110	Computing and Comm. Equip Replacement	1,500	1,000	1,000	1,000
42115	Computing and Communications Operations	17,300	16,000	16,000	15,200
42225	Self Insured Settlements	-	25,000	-	25,000
	Subtotal - Internal Service Charges	101,579	134,941	109,941	159,132
<u>Capital Outlay</u>					
43100	Equipment	-	7,500	3,500	50,000
43115	Building Improvements	-	7,500	-	30,000
	Subtotal - Capital Outlay	-	15,000	3,500	80,000
<u>Transfers</u>					
44100	Transfers	377,223	129,102	129,102	129,102
	Subtotal - Transfers	377,223	129,102	129,102	129,102
	Total Expenditures	\$ 5,391,050	5,863,284	4,884,286	5,707,317



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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 trail fencing rails and posts as well as replacing decomposed granite (DG) trail material. Staff is responsible for ensuring street trees are pruned to maintain proper clearance for equestrians and streets.

2017-18 Goals & Objectives

- Identify new sources for decomposed granite.
- Community outreach regarding citizens responsibilities for parkway/trail.
- 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 and impacts to equestrian activities.

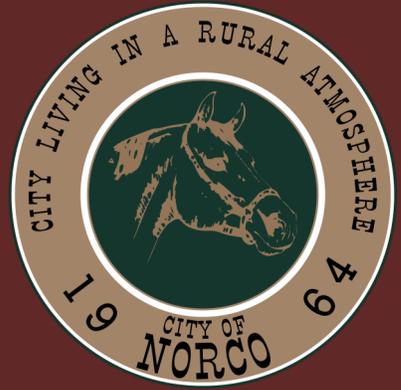
City of Norco, California
Parkway Maintenance Division 850
Budget Summary By Major Categories

<i>Expenditures:</i>	<i>FY 2016 Actual</i>	<i>FY 2017 Amended Budget</i>	<i>FY 2017 Estimated Year-End Total</i>	<i>FY 2018 Budget Request</i>
Salaries and Benefits	\$ 30,442	24,980	26,574	30,855
Employee Related Expenditures	-	-	-	-
Supplies and Services	2,595	8,200	6,800	13,100
Maintenance and Rentals	21,137	25,000	24,000	30,000
Operations and Utilities	318	300	300	300
Contractual and Professional Services	8,282	13,300	12,000	23,300
Miscellaneous	-	-	-	-
CRA Programs	-	-	-	-
Internal Service Fund Charges	-	-	-	-
Capital Outlay	-	-	-	-
Transfers	-	-	-	-
<i>Total Expenditures</i>	<i>\$ 62,774</i>	<i>71,780</i>	<i>69,674</i>	<i>97,555</i>

<i>Funding Sources:</i>	<i>FY 2016 Actual</i>	<i>FY 2017 Amended Budget</i>	<i>FY 2017 Estimated Year-End Total</i>	<i>FY 2018 Budget Request</i>
General Fund	\$ 62,774	71,780	69,674	97,555
Water Fund	-	-	-	-
Sewer Fund	-	-	-	-
Gas Tax Fund	-	-	-	-
NPDES Storm Drainage Fund	-	-	-	-
Internal Service Fund	-	-	-	-
<i>Total Funding Sources</i>	<i>\$ 62,774</i>	<i>71,780</i>	<i>69,674</i>	<i>97,555</i>

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

Account Number	Account Description	FY 2016 Actual	FY 2017 Amended Budget	FY 2017 Estimated Year-End Total	FY 2018 Budget Request
<u>Salaries and Benefits</u>					
30100	Salaries, Full Time	\$ 12,196	13,153	12,480	18,078
30110	Salaries, Overtime	5,175	3,000	3,000	3,000
30200	PERS Retirement	1,366	1,249	1,263	1,581
30201	PERS Employer UAL	1,266	2,503	1,641	2,846
30205	Employee Group Insurance	3,898	4,781	4,684	4,981
30212	Cell Phone Stipend	-	-	50	15
30215	Medical Savings Account	-	-	-	6
30220	FICA/Medicare Insurance	251	244	224	272
30225	Sick leave buy back	59	50	71	75
30245	Workers Compensation	6,231	-	3,161	-
	Subtotal - Salaries and Benefits	30,442	24,980	26,574	30,855
<u>Supplies and Services</u>					
30415	Special Departmental	2,263	6,200	5,000	11,100
30425	Small Tools	332	2,000	1,800	2,000
	Subtotal - Supplies and Services	2,595	8,200	6,800	13,100
<u>Maintenance and Rentals</u>					
32400	Trail Maintenance	21,137	25,000	24,000	30,000
	Subtotal - Maintenance & Rentals	21,137	25,000	24,000	30,000
<u>Operations and Utilities</u>					
33100	Utilities	318	300	300	300
	Subtotal - Operations & Utilities	318	300	300	300
<u>Contractual and Professional Services</u>					
34100	Contractual Services	8,282	13,300	12,000	23,300
	Subtotal - Contractual & Professional	8,282	13,300	12,000	23,300
	Total Expenditures	\$ 62,774	71,780	69,674	97,555



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.

2017-18 Goals & Objectives

- Continue to input data into pavement management system.
- Create database for sign inventory and incorporate into GIS.
- Modernization of pavement maintenance strategies.
- Identify and complete street repaving and reconstruction projects.

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

<i>Expenditures:</i>	<i>FY 2016 Actual</i>	<i>FY 2017 Amended Budget</i>	<i>FY 2017 Estimated Year-End Total</i>	<i>FY 2018 Budget Request</i>
Salaries and Benefits	\$ 173,360	91,795	95,328	84,019
Employee Related Expenditures	2,497	3,850	1,700	5,250
Supplies and Services	29,049	42,800	35,800	51,700
Maintenance and Rentals	82,475	85,584	84,000	100,000
Operations and Utilities	97,372	91,585	90,000	100,600
Contractual and Professional Services	168,913	360,000	320,000	360,000
Miscellaneous	-	-	-	-
CRA Programs	-	-	-	-
Internal Service Fund Charges	-	-	-	-
Capital Outlay	3,211	5,000	2,500	5,000
Transfers	-	-	-	-
<i>Total Expenditures</i>	<i>\$ 556,877</i>	<i>680,614</i>	<i>629,328</i>	<i>706,569</i>

<i>Funding Sources:</i>	<i>FY 2016 Actual</i>	<i>FY 2017 Amended Budget</i>	<i>FY 2017 Estimated Year-End Total</i>	<i>FY 2018 Budget Request</i>
General Fund	\$ -	-	-	-
Water Fund	-	-	-	-
Sewer Fund	-	-	-	-
Gas Tax Fund	556,877	680,614	629,328	706,569
NPDES Storm Drainage Fund	-	-	-	-
Internal Service Fund	-	-	-	-
<i>Total Funding Sources</i>	<i>\$ 556,877</i>	<i>680,614</i>	<i>629,328</i>	<i>706,569</i>

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

Account Number	Account Description	FY 2016 Actual	FY 2017 Amended Budget	FY 2017 Estimated Year-End Total	FY 2018 Budget Request
<u>Salaries and Benefits</u>					
30100	Salaries, Full Time	\$ 90,646	43,289	42,530	36,155
30110	Salaries, Overtime	21,420	15,000	19,425	20,000
30200	PERS Retirement	9,206	4,026	4,579	3,163
30201	PERS Employer UAL	15,291	13,080	7,667	11,944
30205	Employee Group Insurance	25,662	13,219	15,615	9,963
30212	Cell Phone Stipend	-	-	13	90
30215	Medical Savings Account	36	-	19	12
30220	FICA/Medicare Insurance	1,205	781	898	792
30225	Sick leave buy back	715	1,500	397	1,000
30230	Annual Vacation/Admin Leave Cash Out	624	900	196	900
30245	Workers Compensation	8,554	-	3,988	-
	Subtotal - Salaries and Benefits	173,360	91,795	95,328	84,019
<u>Employee Related Expenditures</u>					
30300	Conferences and Meetings	-	100	-	1,000
30310	Uniforms & Safety Gear	2,497	3,750	1,700	4,250
	Subtotal - Employee Related	2,497	3,850	1,700	5,250
<u>Supplies and Services</u>					
30400	Office Supplies	-	100	-	500
30415	Special Departmental	28,181	41,500	35,000	50,000
30425	Small Tools	867	1,200	800	1,200
	Subtotal - Supplies and Services	29,049	42,800	35,800	51,700
<u>Maintenance and Rentals</u>					
32300	Traffic Signal Maintenance	82,475	85,584	84,000	100,000
	Subtotal - Maintenance & Rentals	82,475	85,584	84,000	100,000
<u>Operations and Utilities</u>					
33100	Utilities	97,372	91,585	90,000	100,600
	Subtotal - Operations & Utilities	97,372	91,585	90,000	100,600
<u>Contractual and Professional Services</u>					
34100	Contractual Services	168,913	360,000	320,000	360,000
	Subtotal - Contractual & Professional	168,913	360,000	320,000	360,000
<u>Capital Outlay</u>					
43100	Equipment	3,211	5,000	2,500	5,000
	Subtotal - Capital Outlay	3,211	5,000	2,500	5,000
	Total Expenditures	\$ 556,877	680,614	629,328	706,569



NPDES 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.

2017-18 Goals & Objectives

- Continue inspection program due to new requirements of the MS4 permit.
- Continue to seek grant funding from Riverside County Flood Control and Water Conservation District to complete additional storm drain projects.

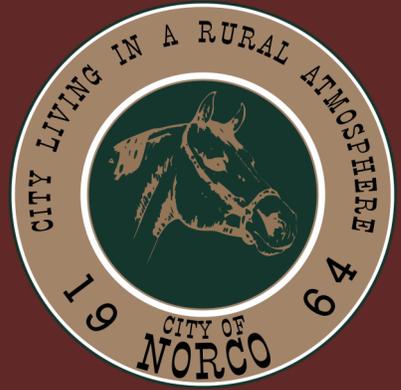
City of Norco, California
Storm Drain Operations Division 802
Budget Summary By Major Categories

<i>Expenditures:</i>	<i>FY 2016 Actual</i>	<i>FY 2017 Amended Budget</i>	<i>FY 2017 Estimated Year-End Total</i>	<i>FY 2018 Budget Request</i>
Salaries and Benefits	\$ 32,610	32,675	28,591	35,706
Employee Related Expenditures	-	100	-	250
Supplies and Services	-	250	-	750
Maintenance and Rentals	-	-	-	-
Operations and Utilities	-	-	-	-
Contractual and Professional Services	68,947	94,000	70,000	94,000
Miscellaneous	-	-	-	-
CRA Programs	-	-	-	-
Internal Service Fund Charges	-	-	-	-
Capital Outlay	-	-	-	-
Transfers	-	-	-	-
<i>Total Expenditures</i>	<i>\$ 101,557</i>	<i>127,025</i>	<i>98,591</i>	<i>130,706</i>

<i>Funding Sources:</i>	<i>FY 2016 Actual</i>	<i>FY 2017 Amended Budget</i>	<i>FY 2017 Estimated Year-End Total</i>	<i>FY 2018 Budget Request</i>
General Fund	\$ -	-	-	-
Water Fund	-	-	-	-
Sewer Fund	-	-	-	-
Gas Tax Fund	-	-	-	-
NPDES Storm Drainage Fund	101,557	127,025	98,591	130,706
Internal Service Fund	-	-	-	-
<i>Total Funding Sources</i>	<i>\$ 101,557</i>	<i>127,025</i>	<i>98,591</i>	<i>130,706</i>

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

Account Number	Account Description	FY 2016 Actual	FY 2017 Amended Budget	FY 2017 Estimated Year-End Total	FY 2018 Budget Request
<u>Salaries and Benefits</u>					
30100	Salaries, Full Time	\$ 15,122	16,622	12,145	18,078
30110	Salaries, Overtime	5,418	4,000	5,076	5,500
30200	PERS Retirement	1,475	1,550	1,572	1,581
30201	PERS Employer UAL	2,164	4,755	2,931	4,961
30205	Employee Group Insurance	5,512	5,203	5,017	4,981
30212	Cell Phone Stipend	-	-	13	15
30215	Medical Savings Account	-	6	7	6
30220	FICA/Medicare Insurance	291	279	250	323
30225	Sick leave buy back	93	150	144	150
30230	Annual Vacation Cash Out	-	110	65	110
30245	Workers Compensation	2,535	-	1,372	-
	Subtotal - Salaries and Benefits	32,610	32,675	28,591	35,706
<u>Employee Related Expenditures</u>					
30300	Conferences and Meetings	-	100	-	250
	Subtotal - Employee Related	-	100	-	250
<u>Supplies and Services</u>					
30400	Office Supplies	-	-	-	50
30415	Special Departmental	-	250	-	700
	Subtotal - Supplies and Services	-	250	-	750
<u>Contractual and Professional Services</u>					
34100	Contractual Services	68,947	94,000	70,000	94,000
	Subtotal - Contractual & Professional	68,947	94,000	70,000	94,000
	Total Expenditures	\$ 101,557	127,025	98,591	130,706



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.

2017-18 Goals & Objectives

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

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

Expenditures:	FY 2016 Actual	FY 2017 Amended Budget	FY 2017 Estimated Year-End Total	FY 2018 Budget Request
Salaries and Benefits	\$ 104,391	104,077	109,314	116,247
Employee Related Expenditures	-	-	-	200
Supplies and Services	33	100	-	500
Maintenance and Rentals	-	-	-	-
Operations and Utilities	-	-	-	500
Contractual and Professional Services	-	-	-	-
Miscellaneous	-	-	-	-
CRA Programs	-	-	-	-
Internal Service Fund Charges	4,800	5,600	5,600	5,500
Capital Outlay	-	-	-	-
Transfers	-	-	-	-
Total Expenditures	\$ 109,224	109,777	114,914	122,947

Funding Sources:	FY 2016 Actual	FY 2017 Amended Budget	FY 2017 Estimated Year-End Total	FY 2018 Budget Request
General Fund	\$ 36,151	36,929	38,395	41,570
Water Fund	26,098	26,024	27,328	29,041
Sewer Fund	26,098	26,024	27,328	29,041
Gas Tax Fund	10,439	10,400	10,931	11,647
NPDES Storm Drainage Fund	10,438	10,400	10,931	11,648
Internal Service Fund	-	-	-	-
Total Funding Sources	\$ 109,224	109,777	114,914	122,947

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

Account Number	Account Description	FY 2016 Actual	FY 2017 Amended Budget	FY 2017 Estimated Year-End Total	FY 2018 Budget Request
<u>Salaries and Benefits</u>					
30100	Salaries, Full Time	\$ 18,502	18,419	18,880	19,763
30110	Salaries, Overtime	237	-	908	1,000
30200	PERS Retirement	2,287	2,028	2,091	2,184
30201	PERS Employer UAL	4,999	5,314	5,388	6,344
30205	Employee Group Insurance	4,646	4,781	4,849	4,788
30220	FICA/Medicare Insurance	265	267	287	302
30225	Sick leave buy back	381	330	392	400
30230	Annual Vacation Cash Out	-	90	-	90
	Subtotal - Salaries and Benefits	31,317	31,229	32,795	34,870
<u>Employee Related Expenditures</u>					
30300	Conferences and Meetings	-	-	-	200
	Subtotal - Employee Related	-	-	-	200
<u>Supplies and Services</u>					
30415	Special Departmental	33	100	-	500
	Subtotal - Supplies and Services	33	100	-	500
<u>Operations and Utilities</u>					
33100	Utilities	-	-	-	500
	Subtotal - Operations & Utilities	-	-	-	500
<u>Internal Service Fund Charges</u>					
42110	Computing and Comm. Equip Replacement	500	300	300	400
42115	Computing and Communications Operations	4,300	5,300	5,300	5,100
	Subtotal - Internal Service Charges	4,800	5,600	5,600	5,500
	Total Expenditures	\$ 36,151	36,929	38,395	41,570

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

Account Number	Account Description	FY 2016 Actual	FY 2017 Amended Budget	FY 2017 Estimated Year-End Total	FY 2018 Budget Request
<u>Salaries and Benefits</u>					
30100	Salaries, Full Time	\$ 15,419	15,349	15,733	16,469
30110	Salaries, Overtime	198		756	800
30200	PERS Retirement	1,906	1,690	1,742	1,820
30201	PERS Employer UAL	4,166	4,428	4,490	5,287
30205	Employee Group Insurance	3,872	3,984	4,041	3,990
30220	FICA/Medicare Insurance	221	223	239	251
30225	Sick leave buy back	317	275	327	350
30230	Annual Vacation Cash Out	-	75	-	75
	Subtotal - Salaries and Benefits	\$ 26,098	26,024	27,328	29,041

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

Account Number	Account Description	FY 2016 Actual	FY 2017 Amended Budget	FY 2017 Estimated Year-End Total	FY 2018 Budget Request
<u>Salaries and Benefits</u>					
30100	Salaries, Full Time	\$ 15,419	15,349	15,733	16,469
30110	Salaries, Overtime	198	-	756	800
30200	PERS Retirement	1,906	1,690	1,742	1,820
30201	PERS Employer UAL	4,166	4,428	4,490	5,287
30205	Employee Group Insurance	3,872	3,984	4,041	3,990
30220	FICA/Medicare Insurance	221	223	239	251
30225	Sick leave buy back	317	275	327	350
30230	Annual Vacation Cash Out	-	75	-	75
	Subtotal - Salaries and Benefits	\$ 26,098	26,024	27,328	29,041

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

Account Number	Account Description	FY 2016 Actual	FY 2017 Amended Budget	FY 2017 Estimated Year-End Total	FY 2018 Budget Request
<u>Salaries and Benefits</u>					
30100	Salaries, Full Time	\$ 6,167	6,140	6,293	6,588
30110	Salaries, Overtime	79	-	303	350
30200	PERS Retirement	762	676	697	728
30201	PERS Employer UAL	1,666	1,771	1,796	2,115
30205	Employee Group Insurance	1,549	1,594	1,616	1,596
30220	FICA/Medicare Insurance	88	89	96	101
30225	Sick leave buy back	127	100	131	140
30230	Annual Vacation Cash Out	-	30	-	30
	Subtotal - Salaries and Benefits	\$ 10,439	10,400	10,931	11,647

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

Account Number	Account Description	FY 2016 Actual	FY 2017 Amended Budget	FY 2017 Estimated Year-End Total	FY 2018 Budget Request
<u>Salaries and Benefits</u>					
30100	Salaries, Full Time	\$ 6,167	6,140	6,293	6,588
30110	Salaries, Overtime	79	-	303	350
30200	PERS Retirement	762	676	697	728
30201	PERS Employer UAL	1,666	1,771	1,796	2,115
30205	Employee Group Insurance	1,548	1,594	1,616	1,596
30220	FICA/Medicare Insurance	88	89	96	101
30225	Sick leave buy back	127	100	131	140
30230	Annual Vacation Cash Out	-	30	-	30
	Subtotal - Salaries and Benefits	\$ 10,438	10,400	10,931	11,648



LANDSCAPE MAINTENANCE DISTRICTS (LMD)

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

<i>Expenditures:</i>	<i>FY 2016 Actual</i>	<i>FY 2017 Amended Budget</i>	<i>FY 2017 Estimated Year-End Total</i>	<i>FY 2018 Budget Request</i>
Salaries and Benefits	\$ 1,395	2,251	1,909	2,207
Employee Related Expenditures	-	-	-	-
Supplies and Services	-	-	-	-
Maintenance and Rentals	-	-	-	-
Operations and Utilities	2,886	3,159	2,820	3,975
Contractual and Professional Services	4,395	4,028	4,028	4,099
Miscellaneous	745	1,315	736	1,403
CRA Programs	-	-	-	-
Internal Service Fund Charges	-	-	-	-
Capital Outlay	-	-	-	-
Transfers	-	-	-	-
<i>Total Expenditures</i>	<i>\$ 9,421</i>	<i>10,753</i>	<i>9,493</i>	<i>11,684</i>

<i>Funding Sources:</i>	<i>FY 2016 Actual</i>	<i>FY 2017 Amended Budget</i>	<i>FY 2017 Estimated Year-End Total</i>	<i>FY 2018 Budget Request</i>
General Fund	\$ -	-	-	-
Water Fund	-	-	-	-
Sewer Fund	-	-	-	-
Gas Tax Fund	-	-	-	-
NPDES Storm Drainage Fund	-	-	-	-
Internal Service Fund	-	-	-	-
Grants	9,421	10,753	9,493	11,684
<i>Total Funding Sources</i>	<i>\$ 9,421</i>	<i>10,753</i>	<i>9,493</i>	<i>11,684</i>

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

Account Number Account Description	FY 2016 Actual	FY 2017 Amended Budget	FY 2017 Estimated Year-End Total	FY 2018 Budget Request
<u>Salaries and Benefits</u>				
30106 Salaries, Part Time (32 hour)	\$ 990	1,489	1,300	1,427
30110 Salaries, Overtime	19	-	4	-
30200 PERS Retirement	103	163	163	156
30201 PERS Employer UAL	269	428	420	454
30205 Employee Group Insurance	-	149	-	149
30220 FICA/Medicare Insurance	15	22	22	21
Subtotal - Salaries and Benefits	1,395	2,251	1,909	2,207
<u>Operations and Utilities</u>				
33100-10 Water Charges	2,331	2,800	2,600	3,616
33100-20 Electricity Charges	349	170	133	170
33100-30 Telephone Charges	206	189	87	189
Subtotal - Operations & Utilities	2,886	3,159	2,820	3,975
<u>Contractual and Professional Services</u>				
34100-10 Landscape Maintenance	2,738	2,628	2,628	2,699
34105 Other Professional Services	1,658	1,400	1,400	1,400
Subtotal - Contractual & Professional	4,395	4,028	4,028	4,099
<u>Miscellaneous</u>				
35150 Administrative Overhead	586	586	586	586
35210 Administration Fees-Property Taxes	159	150	150	150
35512 Operating Contingency	-	579	-	667
Subtotal - Miscellaneous	745	1,315	736	1,403
Total Expenditures	\$ 9,421	10,753	9,493	11,684

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

<i>Expenditures:</i>	<i>FY 2016 Actual</i>	<i>FY 2017 Amended Budget</i>	<i>FY 2017 Estimated Year-End Total</i>	<i>FY 2018 Budget Request</i>
Salaries and Benefits	\$ 7,085.14	11,255	9,555	11,488
Employee Related Expenditures	-	-	-	-
Supplies and Services	-	-	-	-
Maintenance and Rentals	36,498	-	-	-
Operations and Utilities	48,598	42,212	42,212	51,188
Contractual and Professional Services	34,128	75,636	75,636	77,614
Miscellaneous	8,164	8,184	8,184	8,184
CRA Programs	-	-	-	-
Internal Service Fund Charges	-	-	-	-
Capital Outlay	-	-	-	-
Transfers	-	-	-	-
<i>Total Expenditures</i>	<i>\$ 134,474</i>	<i>137,287</i>	<i>135,587</i>	<i>148,474</i>

<i>Funding Sources:</i>	<i>FY 2016 Actual</i>	<i>FY 2017 Amended Budget</i>	<i>FY 2017 Estimated Year-End Total</i>	<i>FY 2018 Budget Request</i>
General Fund	\$ -	-	-	-
Water Fund	-	-	-	-
Sewer Fund	-	-	-	-
Gas Tax Fund	-	-	-	-
NPDES Storm Drainage Fund	-	-	-	-
Internal Service Fund	-	-	-	-
Grants	134,474	137,287	135,587	148,474
<i>Total Funding Sources</i>	<i>\$ 134,474</i>	<i>137,287</i>	<i>135,587</i>	<i>148,474</i>

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

Account Number Account Description	FY 2016 Actual	FY 2017 Amended Budget	FY 2017 Estimated Year-End Total	FY 2018 Budget Request
<u>Salaries and Benefits</u>				
30106 Salaries, Part Time (32 hour)	\$ 4,948	7,445	6,500	7,588
30110 Salaries, Overtime	216	-	38	-
30200 PERS Retirement	513	817	817	781
30201 PERS Employer UAL	1,336	2,142	2,100	2,270
30205 Employee Group Insurance	-	743	-	746
30220 FICA/Medicare Insurance	73	108	100	103
Subtotal - Salaries and Benefits	7,085	11,255	9,555	11,488
<u>Maintenance and Rentals</u>				
32400 Trail Maintenance	36,498	-	-	-
Subtotal - Maintenance & Rentals	36,498	-	-	-
<u>Operations and Utilities</u>				
33100-10 Water Charges	42,417	36,000	36,000	44,976
33100-20 Electricity Charges	5,963	5,985	5,985	5,985
33100-30 Telephone Charges	218	227	227	227
Subtotal - Operations & Utilities	48,598	42,212	42,212	51,188
<u>Contractual and Professional Services</u>				
34100-10 Landscape Maintenance	30,635	34,260	34,260	35,186
34100-30 Wet Lands Area	-	500	500	500
34100-40 Park Maintenance	-	5,076	5,076	5,228
34100-50 Trails	-	33,300	33,300	34,200
34105 Other Professional Services	3,494	2,500	2,500	2,500
Subtotal - Contractual & Professional	34,128	75,636	75,636	77,614
<u>Miscellaneous</u>				
35150 Administrative Overhead	7,942	7,942	7,942	7,942
35210 Administration Fees-Property Taxes	222	242	242	242
Subtotal - Miscellaneous	8,164	8,184	8,184	8,184
<u>Capital Outlay</u>				
43180 Storm Sewer Lines	-	-	-	-
Subtotal - Capital Outlay	-	-	-	-
Total Expenditures	\$ 134,474	137,287	135,587	148,474

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

<i>Expenditures:</i>	FY 2016 Actual	FY 2017 Amended Budget	FY 2017 Estimated Year-End Total	FY 2018 Budget Request
Salaries and Benefits	\$ 5,573	9,003	7,626	8,935
Employee Related Expenditures	-	-	-	-
Supplies and Services	-	-	-	-
Maintenance and Rentals	7,299	-	-	-
Operations and Utilities	28,698	29,005	29,005	31,453
Contractual and Professional Services	31,780	36,424	36,424	37,341
Miscellaneous	6,283	6,593	6,593	6,995
CRA Programs	-	-	-	-
Internal Service Fund Charges	-	-	-	-
Capital Outlay	-	-	-	-
Transfers	-	-	-	-
Total Expenditures	\$ 79,633	81,025	79,648	84,724

<i>Funding Sources:</i>	FY 2016 Actual	FY 2017 Amended Budget	FY 2017 Estimated Year-End Total	FY 2018 Budget Request
General Fund	\$ -	-	-	-
Water Fund	-	-	-	-
Sewer Fund	-	-	-	-
Gas Tax Fund	-	-	-	-
NPDES Storm Drainage Fund	-	-	-	-
Internal Service Fund	-	-	-	-
Grants	79,633	81,025	79,648	84,724
Total Funding Sources	\$ 79,633	81,025	79,648	84,724

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

Account Number Account Description	FY 2016 Actual	FY 2017 Amended Budget	FY 2017 Estimated Year-End Total	FY 2018 Budget Request
<u>Salaries and Benefits</u>				
30106 Salaries, Part Time (32 hour)	\$ 3,958	5,955	5,140	5,711
30110 Salaries, Overtime	75	-	52	104
30200 PERS Retirement	411	654	654	625
30201 PERS Employer UAL	1,071	1,714	1,700	1,816
30205 Employee Group Insurance	-	594	-	596
30220 FICA/Medicare Insurance	58	86	80	82
Subtotal - Salaries and Benefits	5,573	9,003	7,626	8,935
<u>Maintenance and Rentals</u>				
32400 Trail Maintenance	7,299	-	-	-
Subtotal - Maintenance & Rentals	7,299	-	-	-
<u>Operations and Utilities</u>				
33100-10 Water Charges	27,310	27,000	27,000	29,448
33100-20 Electricity Charges	1,329	1,942	1,942	1,942
33100-30 Telephone Charges	59	63	63	63
Subtotal - Operations & Utilities	28,698	29,005	29,005	31,453
<u>Contractual and Professional Services</u>				
34100-10 Landscape Maintenance	30,258	28,140	28,140	28,900
34100-50 Trails	-	5,784	5,784	5,941
34105 Other Professional Services	1,521	2,500	2,500	2,500
Subtotal - Contractual & Professional	31,780	36,424	36,424	37,341
<u>Miscellaneous</u>				
35150 Administrative Overhead	5,068	5,068	5,068	5,068
35210 Administration Fees-Property Taxes	165	266	266	266
35512 Operating Contingency	1,050	1,259	1,259	1,661
Subtotal - Miscellaneous	6,283	6,593	6,593	6,995
Total Expenditures	\$ 79,633	81,025	79,648	84,724

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

<i>Expenditures:</i>	<i>FY 2016 Actual</i>	<i>FY 2017 Amended Budget</i>	<i>FY 2017 Estimated Year-End Total</i>	<i>FY 2018 Budget Request</i>
Salaries and Benefits	\$ 9,752	15,756	13,300	15,756
Employee Related Expenditures	-	-	-	-
Supplies and Services	-	-	-	-
Maintenance and Rentals	86,376	5,000	-	5,000
Operations and Utilities	68,249	82,109	77,689	89,957
Contractual and Professional Services	161,253	223,904	223,904	230,853
Miscellaneous	31,090	48,246	48,246	48,986
CRA Programs	-	-	-	-
Internal Service Fund Charges	-	-	-	-
Capital Outlay	168,611	95,000	95,000	20,000
Transfers	-	-	-	-
<i>Total Expenditures</i>	<i>\$ 525,331</i>	<i>470,015</i>	<i>458,139</i>	<i>410,552</i>

<i>Funding Sources:</i>	<i>FY 2016 Actual</i>	<i>FY 2017 Amended Budget</i>	<i>FY 2017 Estimated Year-End Total</i>	<i>FY 2018 Budget Request</i>
General Fund	\$ -	-	-	-
Water Fund	-	-	-	-
Sewer Fund	-	-	-	-
Gas Tax Fund	-	-	-	-
NPDES Storm Drainage Fund	-	-	-	-
Internal Service Fund	-	-	-	-
Grants	525,331	470,015	458,139	410,552
<i>Total Funding Sources</i>	<i>\$ 525,331</i>	<i>470,015</i>	<i>458,139</i>	<i>410,552</i>

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

Account Number	Account Description	FY 2016 Actual	FY 2017 Amended Budget	FY 2017 Estimated Year-End Total	FY 2018 Budget Request
<u>Salaries and Benefits</u>					
30106	Salaries, Part Time (32 hour)	\$ 6,927	10,422	9,000	10,175
30110	Salaries, Overtime	132	-	61	122
30200	PERS Retirement	719	1,144	1,094	1,094
30201	PERS Employer UAL	1,873	2,999	2,994	3,178
30205	Employee Group Insurance	-	1,040	-	1,044
30220	FICA/Medicare Insurance	102	151	151	144
	Subtotal - Salaries and Benefits	9,752	15,756	13,300	15,756
<u>Maintenance and Rentals</u>					
32200	Building and ground maintenance	24	-	-	-
32400	Trail Maintenance	80,351	-	-	-
32405	Tree Replacement	6,000	5,000	-	5,000
	Subtotal - Maintenance & Rentals	86,376	5,000	-	5,000
<u>Operations and Utilities</u>					
33100-10	Water Charges	61,430	70,000	70,000	82,240
33100-20	Electricity Charges	6,131	11,392	7,000	7,000
33100-30	Telephone Charges	689	717	689	717
	Subtotal - Operations & Utilities	68,249	82,109	77,689	89,957
<u>Contractual and Professional Services</u>					
34100-10	Landscape Maintenance	154,436	131,548	131,548	135,100
34100-20	Natural Open Space	-	11,000	11,000	12,297
34100-30	Wet Lands Area	-	5,000	5,000	5,135
34100-50	Trails	-	72,756	72,756	74,721
34105	Other Professional Services	6,816	3,600	3,600	3,600
	Subtotal - Contractual & Professional	161,253	223,904	223,904	230,853
<u>Miscellaneous</u>					
35150	Administrative Overhead	30,724	30,724	30,724	30,724
35210	Administration Fees-Property Taxes	366	401	401	401
35511	Incidentals	-	750	750	2,000
35512	Operating Contingency	-	16,371	16,371	15,861
	Subtotal - Miscellaneous	31,090	48,246	48,246	48,986
<u>Capital Outlay</u>					
43130	Land Improvements	168,611	75,000	75,000	-
43180	Storm Sewer Lines	-	20,000	20,000	20,000
	Subtotal - Capital Outlay	168,611	95,000	95,000	20,000
	Total Expenditures	\$ 525,331	470,015	458,139	410,552

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

<i>Expenditures:</i>	<i>FY 2016 Actual</i>	<i>FY 2017 Amended Budget</i>	<i>FY 2017 Estimated Year-End Total</i>	<i>FY 2018 Budget Request</i>
Salaries and Benefits	\$ 4,213.53	6,752	5,830	6,638
Employee Related Expenditures	-	-	-	-
Supplies and Services	-	-	-	-
Maintenance and Rentals	7,320	-	-	-
Operations and Utilities	6,091	7,456	6,514	8,332
Contractual and Professional Services	16,890	24,460	24,460	25,054
Miscellaneous	3,107	5,464	5,464	5,578
CRA Programs	-	-	-	-
Internal Service Fund Charges	-	-	-	-
Capital Outlay	-	-	-	8,000
Transfers	-	-	-	-
<i>Total Expenditures</i>	<i>\$ 37,622</i>	<i>44,132</i>	<i>42,268</i>	<i>53,602</i>

<i>Funding Sources:</i>	<i>FY 2016 Actual</i>	<i>FY 2017 Amended Budget</i>	<i>FY 2017 Estimated Year-End Total</i>	<i>FY 2018 Budget Request</i>
General Fund	\$ -	-	-	-
Water Fund	-	-	-	-
Sewer Fund	-	-	-	-
Gas Tax Fund	-	-	-	-
NPDES Storm Drainage Fund	-	-	-	-
Internal Service Fund	-	-	-	-
Grants	37,622	44,132	42,268	53,602
<i>Total Funding Sources</i>	<i>\$ 37,622</i>	<i>44,132</i>	<i>42,268</i>	<i>53,602</i>

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

Account Number Account Description	FY 2016 Actual	FY 2017 Amended Budget	FY 2017 Estimated Year-End Total	FY 2018 Budget Request
<u>Salaries and Benefits</u>				
30106 Salaries, Part Time (32 hour)	\$ 2,968	4,455	4,000	4,283
30110 Salaries, Overtime	91	11	15	15
30200 PERS Retirement	308	490	490	469
30201 PERS Employer UAL	802	1,285	1,260	1,362
30205 Employee Group Insurance	-	446	-	447
30220 FICA/Medicare Insurance	44	65	65	62
Subtotal - Salaries and Benefits	4,214	6,752	5,830	6,638
<u>Maintenance and Rentals</u>				
32400 Trail Maintenance	7,320	-	-	-
Subtotal - Maintenance & Rentals	7,320	-	-	-
<u>Operations and Utilities</u>				
33100-10 Water Charges	5,454	7,000	6,000	7,816
33100-20 Electricity Charges	569	390	450	450
33100-30 Telephone Charges	67	66	64	66
Subtotal - Operations & Utilities	6,091	7,456	6,514	8,332
<u>Contractual and Professional Services</u>				
34100-10 Landscape Maintenance	15,353	14,640	14,640	15,036
34100-50 Trails	-	7,320	7,320	7,518
34105 Other Professional Services	1,538	2,500	2,500	2,500
Subtotal - Contractual & Professional	16,890	24,460	24,460	25,054
<u>Miscellaneous</u>				
35150 Administrative Overhead	2,956	2,956	2,956	2,956
35210 Administration Fees-Property Taxes	151	243	243	243
35512 Operating Contingency	-	2,265	2,265	2,379
Subtotal - Miscellaneous	3,107	5,464	5,464	5,578
<u>Capital Outlay</u>				
43180 Storm Sewer Lines	-	-	-	8,000
Subtotal - Capital Outlay	-	-	-	8,000
Total Expenditures	\$ 37,622	44,132	42,268	53,602

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

Expenditures:	FY 2016 Actual	FY 2017 Amended Budget	FY 2017 Estimated Year-End Total	FY 2018 Budget Request
Salaries and Benefits	\$ 28,019	45,017	38,220	45,023
Employee Related Expenditures	-	-	-	-
Supplies and Services	-	-	-	-
Maintenance and Rentals	137,493	5,000	-	5,000
Operations and Utilities	154,522	163,941	158,240	184,905
Contractual and Professional Services	248,446	364,452	364,452	374,961
Miscellaneous	49,389	69,802	69,223	71,146
CRA Programs	-	-	-	-
Internal Service Fund Charges	-	-	-	-
Capital Outlay	168,611	95,000	95,000	28,000
Transfers	-	-	-	-
Total Expenditures	\$ 786,480	743,212	725,135	709,035

Funding Sources:	FY 2016 Actual	FY 2017 Amended Budget	FY 2017 Estimated Year-End Total	FY 2018 Budget Request
General Fund	\$ -	-	-	-
Water Fund	-	-	-	-
Sewer Fund	-	-	-	-
Gas Tax Fund	-	-	-	-
NPDES Storm Drainage Fund	-	-	-	-
Internal Service Fund	-	-	-	-
Grants	786,480	743,212	725,135	709,035
Total Funding Sources	\$ 786,480	743,212	725,135	709,035

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 2016 Actual	FY 2017 Amended Budget	FY 2017 Estimated Year-End Total	FY 2018 Budget Request
<u>Salaries and Benefits</u>				
30106 Part Time Salaries-32 Hour	\$ 533	11	170	241
30110 Salaries, Overtime	19,790	29,766	25,940	29,184
30200 PERS Retirement	5,350	8,568	8,474	9,080
30201 PERS Employer UAL	2,055	3,268	3,218	3,126
30205 Employee Group Insurance	-	2,972	-	2,982
30220 FICA/Medicare Insurance	292	432	418	410
Subtotal - Salaries and Benefits	28,019	45,017	38,220	45,023
<u>Maintenance and Rentals</u>				
32200 Building and ground maintenance	24	-	-	-
32400 Trail Maintenance	131,469	-	-	-
32405 Tree Replacement	6,000	5,000	-	5,000
Subtotal - Maintenance & Rentals	137,493	5,000	-	5,000
<u>Operations and Utilities</u>				
33100-10 Water Charges	138,941	142,800	141,600	168,096
33100-20 Electricity Charges	14,342	19,879	15,510	15,547
33100-30 Telephone Charges	1,238	1,262	1,130	1,262
Subtotal - Operations & Utilities	154,522	163,941	158,240	184,905
<u>Contractual and Professional Services</u>				
34100-10 Landscape Maintenance	233,420	211,216	211,216	216,921
34100-20 Natural Open Space	-	11,000	11,000	12,297
34100-30 Wet Lands Area	-	5,500	5,500	5,635
34100-40 Park Maintenance	-	5,076	5,076	5,228
34100-50 Trails	-	119,160	119,160	122,380
34105 Other Professional Services	15,026	12,500	12,500	12,500
Subtotal - Contractual & Professional	248,446	364,452	364,452	374,961
<u>Miscellaneous</u>				
35150 Administrative Overhead	47,276	47,276	47,276	47,276
35210 Administration Fees-Property Taxes	1,063	1,302	1,302	1,302
35511 Incidentals	-	750	750	2,000
35512 Operating Contingency	1,050	20,474	19,895	20,568
Subtotal - Miscellaneous	49,389	69,802	69,223	71,146
<u>Capital Outlay</u>				
43130 Land Improvements	168,611	75,000	75,000	-
43180 Storm Sewer Lines	-	20,000	20,000	28,000
Subtotal - Capital Outlay	168,611	95,000	95,000	28,000
Total Expenditures	\$ 786,480	743,212	725,135	709,035



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PERSONNEL AUTHORIZATION

**CITY OF NORCO
PERSONNEL AUTHORIZATION
FY05 through FY18**

Position Title	2004 - 2005	2005 - 2006	2006 - 2007	2007 - 2008	2008- 2009	2009- 2010	2010- 2011	2011- 2012	2012- 2013	2013- 2014	2014- 2015	2015- 2016	2016- 2017	2017- 2018
<u>CITY COUNCIL & COMMISSIONS</u>														
<u>CITY COUNCIL</u>	5	5	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	0	0
<u>PLANNING COMMISSION</u>	5	5	5	5	5	5	5	5	5	5	5	5	5	5
<u>HISTORIC PRESERVATION COMMISSION</u>	0	0	0	0	0	5	5	5	5	5	5	5	5	5
<u>PARKS & RECREATION COMMISSION</u>	5	5	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	0	0
<u>STREETS, TRAILS & UTILITIES COMMISSION</u>	0	0	0	0	7	7	7	7	7	7	7	7	7	7
<u>FULL-TIME POSITIONS</u>														
<u>ADMINISTRATION</u>														
City Manager	1	1	1	1	1	1	1	1	1	1	1	1	1	1
City Clerk/Assistant to the City Manager	0	0	0	0	0	1	1	1	1	1	1	1	1	1
Deputy City Clerk	0	0	0	0	0	1	1	1	1	1	1	1	1	1
Human Resources Manager	0	0	0	0	0	0	0	0	0	0	0	0	0	1
Human Resources Analyst (moved from F&SS)	0	0	0	0	0	0	0	0	0	0	0	0	1	0
Management Analyst	0	0	0	0	0	0	0	0	0	0	0	0	1	1
Executive Secretary	1	0	0	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	0	0
Administrative Clerk	0	0	0	0	0	1	0	0	0	0	0	0	0	0
Sr. Administrative Clerk	0	0	0	0	0	0	1	0	0	0	0	0	0	0
Administrative Assistant	1	1	0	0	0	0	0	0	0	0	0	0	0	0
Total	3	3	2	2	2	4	4	3	3	3	3	3	5	5
<u>PLANNING/CODE ENFORCEMENT</u>														
Planning Director	0	0	0	0	0	0	1	1	1	1	1	1	1	1
Planning Manager	0	0	0	0	1	1	0	0	0	0	0	0	0	0
Senior Planner	0	0	0	0	1	1	1	1	1	1	1	1	1	1
Permit Technician	0	0	0	0	0	0	0	0	0	0	0	0	2	2
Executive Secretary	0	0	0	0	1	1	0	0	0	0	0	0	0	0
Building Inspector	0	0	0	0	0	0	0	0	0	0	0	0	1	1
Senior Code Enforcement Officer	0	0	0	0	0	0	0	0	0	1	1	1	1	1
Total	0	0	0	0	3	3	2	2	2	3	3	3	6	6
<u>CITY CLERK (moved to ADMINISTRATION)</u>														
City Clerk	1	1	1	1	1	0	0	0	0	0	0	0	0	0
Deputy City Clerk	1	1	1	0	1	0	0	0	0	0	0	0	0	0
Secretary II	0	0	0	1	0	0	0	0	0	0	0	0	0	0
Clerk Typist	1	1	1	0	0	0	0	0	0	0	0	0	0	0
Administrative Clerk	0	0	0	1	1	0	0	0	0	0	0	0	0	0
Total	3	3	3	3	3	0								
<u>FISCAL & SUPPORT SERVICES</u>														
Director of Fiscal & Support Services	1	1	1	1	1	0	0	0	0	0	0	0	0	0
Director of Finance	0	0	0	0	0	1	1	1	1	1	1	0	0	0
Finance Officer	0	0	0	0	0	0	0	0	0	0	0	1	1	1
Executive Secretary	1	1	1	1	1	1	1	1	1	0	0	0	0	0
Administrative Analyst	0	0	0	0	0	0	0	0	0	1	1	1	1	1
Accounting Manager	1	1	1	1	1	1	1	1	1	1	1	1	1	1
Human Resources Analyst	1	1	1	1	1	1	1	1	1	1	1	1	0	0

**CITY OF NORCO
PERSONNEL AUTHORIZATION
FY05 through FY18**

Position Title	2004 - 2005	2005 - 2006	2006 - 2007	2007 - 2008	2008- 2009	2009- 2010	2010- 2011	2011- 2012	2012- 2013	2013- 2014	2014- 2015	2015- 2016	2016- 2017	2017- 2018
Network Administrator	1	1	0	0	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	0	0
Senior Accountant	0	0	0	0	0	0	0	0	0	0	0	0	1	1
Accountant	1	1	1	1	1	1	1	1	1	1	1	1	0	0
Computer Information Systems Technician <small>(moved to PR&CS)</small>	1	1	1	0	0	0	0	0	0	0	1	1	2	0
I.T. Analyst	0	0	0	1	1	1	1	1	1	1	0	0	0	0

FISCAL & SUPPORT SERVICES (Cont.)

Account Clerks	0	0	8	8	8	7	6	6	6	6	6	6	6	6
Account Clerk II	4	4	0	0	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	0	0
Office Assistant	1	1	0	0	0	0	0	0	0	0	0	0	0	0
Total	15	15	15	15	15	14	13	13	13	13	13	12	12	10

PARKS & RECREATION

Deputy City Manager/Director of Parks, Rec & Comn	0	0	0	0	0	0	0	0	0	0	0	1	1	1
Director of Parks, Recreation & Community Services	1	1	1	1	1	1	1	1	1	1	1	0	0	0
Executive Secretary	1	1	1	1	1	1	1	1	1	1	1	1	1	1
Computer Information Systems Technician	0	0	0	0	0	0	0	0	0	0	0	0	0	2
Administrative Clerk	1	1	1	1	0	0	0	0	0	0	0	0	1	1
Recreation & Community Services Superintendent	1	1	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	0	0
Parks & Public Buildings Maintenance Superintendent	0	0	0	0	0	0	0	0	0	0	0	1	1	1
Parks & Public Buildings Maintenance Supervisor	0	0	0	0	0	0	0	1	1	1	1	0	0	0
Recreation & Community Services Supervisor	2	2	2	3	3	1	1	1	1	1	1	1	2	2
Administrative/Facilities Coordinator	0	0	0	0	0	0	0	0	0	1	1	1	0	0
Recreation & Community Services Coordinator	2	2	1	0	0	0	0	0	0	0	0	0	0	0
Lead Worker	0	0	0	0	0	0	1	0	0	0	0	0	0	0
Maintenance Workers	3	3	3	3	2	3	2	1	1	1	1	1	1	1
Maintenance Worker Trainee	0	0	0	1	1	0	0	0	0	0	0	0	1	1
Bus Driver	0	0	1	1	1	1	1	1	1	1	1	1	1	1
Custodian	1	1	0	0	0	0	0	0	0	0	0	0	0	0
Total	13	13	12	13	11	9	8	7	7	8	8	8	10	12

ECONOMIC DEVELOPMENT

Director of Economic Development	1	1	1	1	1	1	1	0	0	0	0	0	0	0
Executive Secretary	0	0	0	0	1	1	1	0	0	0	0	0	0	0
Housing Manager	0	0	0	0	1	1	1	1	0	0	0	0	0	0
Total	1	1	1	1	3	3	3	1	0	0	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	0	0
Director of Economic Development	1	1	1	1	0	0	0	0	0	0	0	0	0	0
Executive Secretary	1	1	1	1	0	0	0	0	0	0	0	0	0	0
Senior Planner	1	1	1	1	0	0	0	0	0	0	0	0	0	0
Associate Planner	1	1	1	1	0	0	0	0	0	0	0	0	0	0
Code Enforcement Officer	1	0	0	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	0	0
Deputy City Engineer	1	0	0	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	0	0
Assistant Civil Engineer	1	1	0	0	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	0	0
Building Official	1	1	1	1	1	0	0	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	0	0
Permit Technician	2	3	3	3	3	0	0	0	0	0	0	0	0	0
Plans Examiner Senior Building Inspector	1	1	1	1	1	0	0	0	0	0	0	0	0	0
Building Inspector	2	3	3	3	1	0	0	0	0	0	0	0	0	0

**CITY OF NORCO
PERSONNEL AUTHORIZATION
FY05 through FY18**

Position Title	2004 - 2005	2005 - 2006	2006 - 2007	2007 - 2008	2008- 2009	2009- 2010	2010- 2011	2011- 2012	2012- 2013	2013- 2014	2014- 2015	2015- 2016	2016- 2017	2017- 2018
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	0	0
Executive Secretary	1	1	1	1	0	0	0	0	0	0	0	0	0	0
Account Clerk I	1	0	0	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	0	0
Fire Prevention Specialist	1	1	1	1	1	1	1	1	1	0	0	0	0	0
Battalion Chief	3	3	3	3	3	2	2	0	0	0	0	0	0	0
Fire Captain	6	6	6	6	6	6	6	6	0	0	0	0	0	0
<u>FIRE DEPARTMENT (Cont.)</u>														
Fire Engineer	6	6	6	6	6	6	6	6	0	0	0	0	0	0
Firefighter Paramedic	6	10	11	11	11	11	8	6	0	0	0	0	0	0
Firefighter	6	2	1	1	1	1	1	0	0	0	0	0	0	0
Total	31	31	31	31	29	28	24	19	1	0	0	0	0	0
<u>ANIMAL CONTROL</u>														
Animal Control/Equestrian Services Superintendent	1	1	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	0	0
Secretary II	1	1	1	1	0	0	0	0	0	0	0	0	0	0
Administrative/Facilities Coordinator	0	0	0	0	1	1	1	1	1	0	0	0	0	0
Kennel Officer	1	1	1	1	1	1	1	0	0	0	0	0	0	0
Senior Animal Control Officer	0	0	0	0	0	0	0	0	1	1	1	1	1	1
Animal Control Officer	1	1	2	2	2	2	2	2	1	1	1	1	1	1
Total	5	5	6	6	6	6	6	4	4	3	3	3	3	3
<u>SHERIFF</u>														
Executive Secretary	1	1	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	1	1
<u>PUBLIC WORKS</u>														
Director of Public Works	0	1	1	1	1	1	1	1	1	1	1	1	1	1
Deputy Director of Public Works/Senior Engineer	0	0	0	0	0	0	0	0	1	0	0	0	0	0
Water and Sewer Utilities Manager	0	0	0	0	0	0	0	0	0	1	0	0	0	0
Associate Civil Engineer	0	0	0	0	0	0	0	0	0	0	1	1	1	0
Executive Secretary	1	1	1	1	1	1	1	1	1	1	1	0	0	0
Public Works Superintendent	1	0	0	0	0	1	1	1	1	1	1	1	1	1
Public Works Supervisor	1	1	1	1	1	0	0	0	0	0	0	0	0	1
Inspector II	0	0	0	0	0	0	0	0	0	0	0	1	1	1
Inspector I	2	2	1	0	0	1	1	1	1	1	1	0	0	0
PW/LMD Inspector Supervisor	0	0	0	1	1	1	0	0	0	0	0	0	0	0
Lead Worker	0	0	0	0	0	1	1	1	1	1	1	1	1	0
Maintenance Workers (I, II, III)	5	4	4	6	5	6	8	7	7	5	5	8	5	8
Water Quality Control Technician	2	2	1	1	1	1	1	1	1	1	1	1	2	2
Sewer Technician	0	0	0	0	0	0	0	0	0	0	0	0	0	2
Meter Technician I	1	1	1	1	1	0	0	0	0	0	0	0	0	0
Public Works Trainee	4	5	8	6	6	5	2	3	3	5	5	3	5	0
Senior Civil Engineer	0	0	0	0	1	1	1	1	0	0	0	0	0	1
Permit Technician	0	0	0	0	3	2	1	1	1	1	1	2	1	1
Administrative Compliance Coordinator	0	0	0	0	0	0	0	0	0	0	0	0	1	1
Plans Examiner Senior Building Inspector	0	0	0	0	1	1	0	0	0	0	0	0	0	0
Building Inspector	0	0	0	0	1	1	1	1	1	1	1	1	0	0
Total	17	17	18	18	23	23	19	19	19	19	19	20	19	19
TOTAL FULL TIME POSITIONS	105	104	104	104	103	91	80	69	50	50	50	50	56	56

PART-TIME POSITIONS

TEMPORARY EMPLOYEES

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

**CITY OF NORCO
PERSONNEL AUTHORIZATION
FY05 through FY18**

Position Title	2004 - 2005	2005 - 2006	2006 - 2007	2007 - 2008	2008- 2009	2009- 2010	2010- 2011	2011- 2012	2012- 2013	2013- 2014	2014- 2015	2015- 2016	2016- 2017	2017- 2018
<u>32-HOUR PART-TIME EMPLOYEES</u>														
<u>Community Development</u>														
Assistant Planner	0	0	1	0	0	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	0	0
Permit Technician	0	0	1	0	0	0	0	0	0	1	0	0	0	0
<u>Parks & Recreation</u>														
Recreation&Community Services Specialist	3	3	4	3	3	3	2	2	2	0	0	0	0	0
Recreation&Community Services Coordinator	0	0	0	0	0	0	0	1	1	1	1	1	1	1
Irrigation Technician	0	0	0	0	0	0	0	0	0	1	1	1	1	1
Maintenance Workers	1	1	1	0	0	0	0	0	0	0	0	0	0	0
Volunteer Coordinator	1	1	0	0	0	0	0	0	0	0	0	0	0	0
Aquatic Manager	0	0	0	1	0	0	0	0	0	0	0	0	0	0
<u>Parks & Recreation (Cont.)</u>														
Adult & Youth Sport Specialist	0	0	0	1	1	1	1	0	0	0	0	0	0	0
<u>Animal Control</u>														
Kennel Assistant	1	1	2	2	2	2	2	1	1	1	0	0	0	0
Administrative Clerk	0	0	0	0	0	0	0	1	1	1	1	0	0	0
Animal Control Officer Trainee	1	1	1	0	0	0	0	1	1	1	1	1	1	1
Total 32-Hour Employees	7	7	10	7	6	6	5	6	6	7	5	3	3	3
<u>20-HOUR OR LESS PART-TIME</u>														
<u>Administration</u>														
Marketing Intern (Economic Development)	0	0	0	0	0	0	0	0	0	0	0	1	0	0
<u>City Clerk</u>														
Clerical Assistant	0	0	0	0	0	0	0	0	0	0	0	1	0	1
Facilities Maintenance Assistant	0	0	1	1	0	0	0	0	0	0	0	0	0	0
Customer Service Specialist	0	0	0	1	0	0	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	0	0
<u>Crossing Guards</u>														
Crossing Guard	9	9	10	0	0	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	0	0
Events and Facilities Assistant	0	0	0	0	0	0	0	0	0	0	0	0	0	1
Sports Technician/Recreation Specialist	0	0	0	0	0	0	0	0	1	1	1	1	1	1
Senior Administrative Clerk	0	0	0	0	0	0	0	0	0	0	0	1	0	0
Clerical/Counter Clerk/Recreation Specialist	0	0	0	2	2	2	3	2	3	2	2	2	1	0
Volunteer and Special Events Specialist	0	0	0	0	0	0	0	0	0	1	1	1	1	1
Recreation&Community Services Specialist	0	0	0	0	2	2	2	0	2	2	2	3	1	1
Recreation&Community Services Leader I, II, III	20	20	38	32	32	32	32	32	32	10	10	10	10	10
Recreation&Community Services Aide	10	10	21	31	31	31	31	31	31	20	18	18	18	18
Sports Coordinator	0	0	0	0	0	0	0	0	0	0	0	0	1	1
Aquatics Manager	1	1	1	0	1	1	1	1	0	0	0	0	0	0
Pool Maintenance Manager	0	0	0	0	0	0	0	1	1	0	0	0	0	0
Life Guard III	3	3	3	2	3	3	3	3	0	0	0	0	0	0
Life Guard II	8	8	8	12	15	15	15	15	0	0	0	0	0	0
Life Guard I	8	8	5	6	9	9	9	9	0	0	0	0	0	0
Field Maintenance Worker/Driver	5	5	5	5	5	5	5	4	5	4	4	4	0	0
Driver/General Labor Assistant	0	0	0	0	0	0	0	0	0	0	0	4	6	6
Bus Driver	3	3	3	3	3	1	1	1	0	0	0	0	0	0
Parks Maintenance Worker	0	0	0	1	1	0	1	3	4	3	3	0	3	3
George Ingalls Maintenance Worker	0	0	0	0	0	0	0	0	0	0	0	0	2	1
Nellie Weaver Hall Attendant	0	0	0	0	0	0	0	0	2	2	5	5	5	5
<u>Fire Department</u>														

**CITY OF NORCO
PERSONNEL AUTHORIZATION
FY05 through FY18**

Position Title	2004 - 2005	2005 - 2006	2006 - 2007	2007 - 2008	2008- 2009	2009- 2010	2010- 2011	2011- 2012	2012- 2013	2013- 2014	2014- 2015	2015- 2016	2016- 2017	2017- 2018
Fire Chief	0	0	0	0	0	0	1	1	0	0	0	0	0	0
Battalion Chief	0	0	0	0	0	0	0	2	0	0	0	0	0	0
Code Compliance Officer	0	0	0	1	0	0	0	0	0	0	0	0	0	0
Administrative Clerk	0	1	1	1	2	2	1	1	0	0	1	1	1	1
Executive Secretary	0	0	0	0	0	0	0	1	0	0	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	1	1
Planning Intern	0	0	0	0	0	1	1	1	1	1	1	1	0	0
Planning Aide	0	0	0	0	0	0	0	0	0	0	0	0	1	1
Executive Secretary	0	0	0	0	0	0	1	1	0	0	0	0	0	0
<u>Sheriff</u>														
Community Service Officer	0	0	0	0	0	0	0	2	2	1	1	1	1	1
<u>Community Development</u>														
Minutes Clerk	1	1	1	1	0	0	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	0	0
Planning Intern	1	0	1	1	1	0	0	0	0	0	0	0	0	0
<u>PUBLIC WORKS</u>														
Director of Public Works	0	0	0	0	0	0	0	0	1	1	0	0	0	0
Part-Time Typing Aide/Admin Clerk	0	0	0	0	0	1	1	1	1	0	0	0	0	0
Permit Technician	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Clerical Assistant (Permits)	0	0	0	0	0	0	1	1	1	0	0	0	0	1
Intern	0	0	0	0	0	0	0	0	0	1	1	1	0	0
Counter Tech/Backflow Coordinator	0	0	0	0	0	0	0	0	0	0	0	1	0	0
Engineering Clerk/Permit Technician	0	0	0	0	0	0	0	0	0	0	0	1	0	0
Plans Examiner Senior Building Inspector	0	0	0	0	0	0	1	1	0	1	0	0	0	0
<u>CRA</u>														
Part-Time Administrative Intern	0	0	1	1	0	0	0	0	0	0	0	0	0	0
Part-Time Housing Specialist	1	0	0	0	0	0	0	0	0	0	0	0	0	0
<u>Animal Control</u>														
Senior Administrative Clerk	0	0	0	0	0	0	0	0	0	0	0	2	2	2
Customer Service/Administrative Clerk	0	0	0	0	1	1	1	0	0	2	2	1	1	1
Animal Care Technician	0	0	0	0	0	0	0	0	0	0	2	2	2	2
Kennel Attendant/Aide	2	2	0	1	2	3	3	4	4	4	4	5	5	5
Total 20-Hour or Less Employees	73	71	102	103	111	109	116	120	91	59	61	66	63	63



BUDGET ACCOUNT DESCRIPTIONS

**Budget Account Descriptions
Fiscal year 2017/2018**

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 2017/2018**

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 2017/2018**

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 2017/2018**

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 2017/2018

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



RESOLUTION

RESOLUTION NO. 2017-27

A RESOLUTION OF THE CITY OF NORCO APPROVING AND ADOPTING THE CITY OPERATING BUDGET FOR FISCAL YEAR 2017/2018 AND AUTHORIZING APPROPRIATIONS THEREFROM

WHEREAS, the Fiscal Year 2017/2018 Operating Budget for the City of Norco includes total appropriations in the amount of \$38,188,037 as summarized in Attachment "A" for all Operating Funds and as listed in the budget detail on file in the Office of the City Clerk of the City of Norco; and

WHEREAS, budget workshops were held on May 3, 2017 and May 17, 2017 to review the Proposed Fiscal Year 2017/2018 Budget; and

WHEREAS, a public hearing was held as required in order to adopt the Proposed Fiscal Year 2017/2018 Budget;

NOW, THEREFORE, BE IT RESOLVED that the City Council of the City of Norco, does hereby authorize the recommended appropriations and expenditure of monies as set forth in said Budget subject to budgetary control.

PASSED AND ADOPTED by the City Council of the City of Norco at a regular meeting held on June 7, 2017.



Greg Newton, Mayor
City of Norco, California

ATTEST:



Cheryl Link, CMC, City Clerk
City of Norco, California

June 7, 2017

I, Cheryl Link, City Clerk of the City of Norco, do hereby certify that the foregoing Resolution was regularly introduced and adopted by the City Council of the City of Norco, California, at a regular meeting thereof held on June 7, 2017, by the following vote of the City Council:

AYES:	NEWTON, HOFFMAN, BASH, GRUNDMEYER, HANNA
NOES:	NONE
ABSENT:	NONE
ABSTAIN:	NONE

IN WITNESS WHEREOF, I have hereunto set my hand and affixed the official seal of the City of Norco, California, on June 7, 2017.



Cheryl Link, CMC, City Clerk
City of Norco, California

Attachment: Attachment A – Appropriations Schedule

Appropriation Schedule

<i>Fund #</i>	<i>Fund Name</i>	<i>Estimated Beginning Fund Balance July 1, 2017</i>	<i>FY 2017-2018 Estimated Revenues</i>	<i>FY 2017-2018 Transfers In</i>	<i>FY 2017-2018 Transfers Out</i>	<i>FY 2017-2018 Estimated Expenditures</i>	<i>Estimated Ending Balance June 30, 2018</i>	<i>Increase (Decrease) in Fund Balance</i>
121	General Fund	\$ 10,900,189	\$ 18,057,055	\$ 379,354	\$ 595,000	\$ 19,884,347	\$ 8,857,251	\$ (2,042,938)
123	CDBG Funds	-	314,399	-	-	314,399	-	-
122, 160-65	Miscellaneous Grants	-	160,920	-	-	160,920	-	-
124	Water	1,986,039	10,787,945	-	129,102	9,924,283	2,720,599	734,560
126	Sewer	5,632,328	7,538,268	-	129,102	6,136,425	6,905,069	1,272,741
133	Gas Tax	659,361	764,688	-	-	770,605	653,444	(5,917)
139	NPDES	77,948	93,747	-	-	142,354	29,341	(48,607)
156	AQMD	83,665	33,000	-	1,500	-	115,165	31,500
	CIP & Special Districts -Memo Only	-	-	595,000	119,650	-	-	-
	TOTAL	\$ 19,339,530	\$ 37,750,022	\$ 974,354	\$ 974,354	\$ 37,333,333	\$ 19,280,869	\$ (58,661)

SCHEDULE SUMMARY DETAIL

	<u>General Fund Revenue</u>		<u>General Fund Expenditure</u>		<u>Total Operating Budget</u>
General Fund Revenue	18,057,055	General Fund Expenditures	19,884,347	Total Operating Budget	37,333,333
Add Transfers In	379,354	Add Transfers Out	595,000	Add Transfers Out	974,354
Total General Fund Revenue	18,436,409	Total General Fund Expenditures	20,479,347	Less Special Districts -Memo Only	(119,650)
				Total Operating Budget	38,188,037