

# Celebrating 50 Years



*Norco, California*



Adopted Budget  
FY 2014-2015



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## Mayor's Budget Message



# CITY of NORCO

CITY HALL • 2870 CLARK AVENUE • NORCO CA 92860 • (951) 735-3900 • FAX (951) 270-5622

July 1, 2014

To the Citizens of Norco,

As we celebrate our 50<sup>th</sup> Anniversary of Cityhood, it is my honor and privilege to be serving as your Mayor this year. I am also honored to transmit to you the City's spending plan (budget) for the Fiscal Year 2014-2015, which begins on July 1, 2014 and ends on June 30, 2015.

During my State of the City address earlier this year, I spoke to you about our "Horsetown USA Spirit." Horsetown USA Spirit is about our local essence that has allowed us to maintain our cherished lifestyle for the last 50 years and it is the same resolve that will guide our future for the next 50 years. The Horsetown USA Spirit also embodies a sense of community, volunteerism and pride in our past.



The Fiscal Year 2014-2015 total operating budget amount of \$31.5 million for all funds provides a balance between revenues and expenditures without the use of one-time revenues or expenditure deferrals. This reflects the improvements that the City has made over the last several years to control expenditures in response to the national recession that negatively affected our local Norco economy and significantly reduced sales tax revenue. The City has also undertaken economic development efforts to increase revenue receipts. City sales tax revenue is now growing again and property values are picking up leading to improving property tax revenues. Overall, the City's budget outlook is improving but additional challenges remain. In the coming years, City Council and staff will continue to work hard to attract desirable new businesses to ensure continuing growth in sales tax revenue by capitalizing on our unique Horsetown USA image. However, growth in sales tax will be limited by available development opportunities in the City's business corridor.

The City Council is fully committed to maintaining essential services such as public safety, streets and trail maintenance, parks, recreation and leisure, animal control, and sanitation and water services at current levels. Maintaining these services is the key to protecting our unique lifestyle. In the last two years, with the elimination of motorcycle traffic enforcement officers from the City's budget, the City has seen increase in traffic accidents and speeding on City streets. This challenge must be addressed to ensure safety in our neighborhoods. Addressing this challenge, in addition to maintaining current public safety services at current levels in the face of rising contract costs and other costs, will be extremely difficult without new revenue sources.

In addition to maintaining ongoing City services, the City is also challenged to find sustainable means of funding to support the maintenance and timely replacement of the City's aging infrastructure and other capital facilities. The City has invested hundreds of millions of dollars in infrastructure and other capital assets (streets, trails, park facilities, buildings and storm drains). These assets are necessary to ensure public safety and to facilitate the delivery of services to City residents and businesses. The challenge we have is that our infrastructure is in poor condition and we do not have adequate funding sources to ensure timely replacement and maintenance. The action by the state to eliminate Redevelopment Agencies not only shifted certain expenditures to the General Fund, it also took away a key source of funding for infrastructure. To address this huge loss, the City Council has established an Ad-Hoc Committee with the responsibility to review the City's infrastructure funding needs and to recommend potential funding options to the City Council. I hope you can find time as a City resident to contribute to the deliberations of this Ad-Hoc Committee.

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

Together, the "Horsetown USA Spirit" will live for the next 50 years.

Sincerely,

Berwin Hanna, Mayor

## CITY COUNCIL

BERWIN HANNA  
Mayor

HERB HIGGINS  
Mayor Pro Tem

KATHY AZEVEDO  
Council Member

KEVIN BASH  
Council Member

GREG NEWTON  
Council Member



## Mission Statement

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



## **Budget Overview & Analysis**

# BUDGET OVERVIEW AND ANALYSIS

## SUMMARY

The FY 2014-2015 Operating Budgets for the City are balanced and reflect the impacts of the improving local, regional and national economy. After several years of significant financial stress from the impacts of the severe recession that began in early fiscal year 2008-2009, the last two fiscal years have been marked by improving revenues. Sales tax, which is the General Fund's major source of revenue, has been steadily increasing at healthy rates over the last three years and is projected to continue to increase in FY 2014-2015. Along with improving sales tax revenues, property tax revenues are also inching up as result of the improvement in assessed values and residual receipts from the dissolution of the Redevelopment Agency. The General Fund's operating budget for FY 2014-2015 is balanced without any draw from fund balance or deferral of expenditures such as contribution to post-retirement healthcare Trust Fund or Equipment Replacement Fund. In addition to a balanced General Fund budget, the City's Water and Sewer Funds are also balanced along with all other Operating Funds.

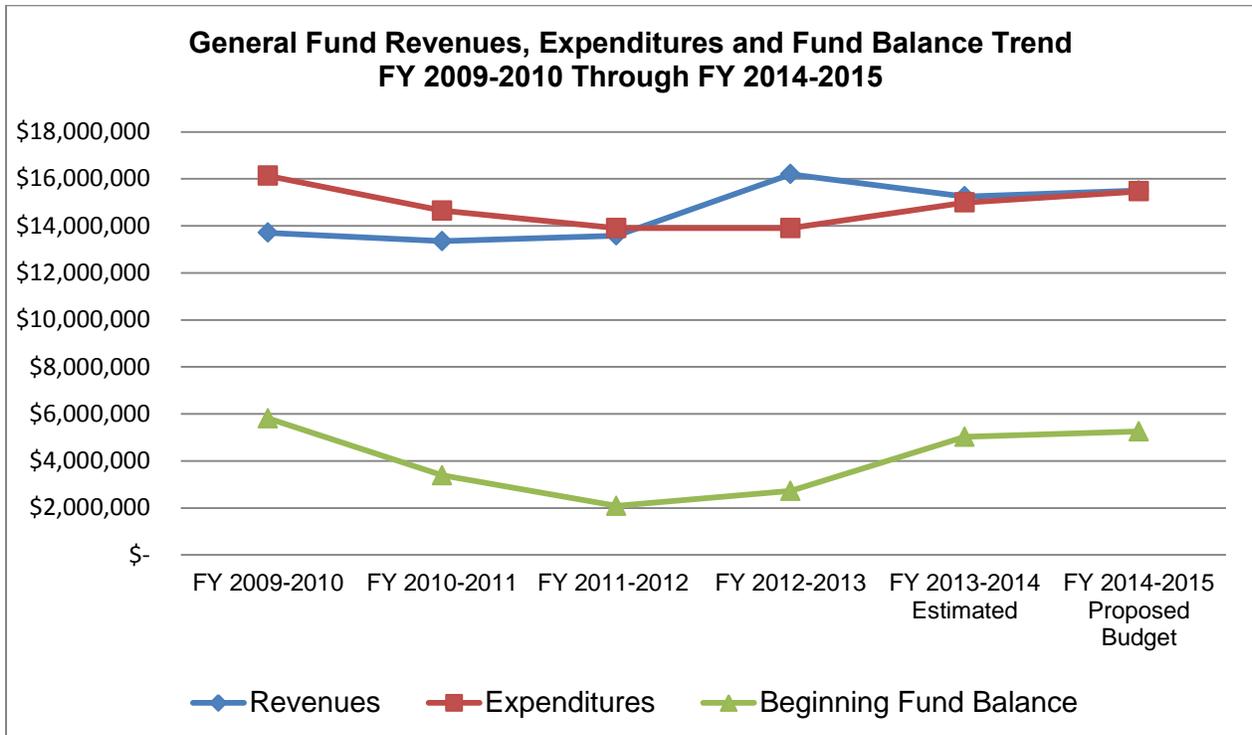
Balancing the General Fund budget is made possible due to prior City Council actions to reduce expenditures as well as the improving economy that resulted in improved City revenue receipts. However, future challenges remain as revenue growth is not expected to continue at the current rate and third-party contractual and other costs are expected to rise. During the recession, which significantly reduced General Fund revenues, especially sales tax and building related revenues, the City embarked on aggressive expenditure reductions. The expenditure reduction actions are still in effect today and are contributing to a decrease in total General Fund expenditures. However, there will continue to be increases in third party pass-through costs for public safety contracts and pension contributions. 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. The proposed balanced FY 2014-2015 General Fund budget does not defer any expenditures or use of one-time revenues such as draw from existing fund balance. The budget accomplishes the following:

- Maintains a healthy fund balance estimated at nearly \$5.3 million by the end of the fiscal year; this rainy day fund represents 34% of the total General Fund Operating Budget;
- Maintains existing service levels;
- Avoids use of one-time revenues or inter-fund borrowing;
- Provides funding for estimated 7% increase in Sheriff's contract and estimated 5.5% increase in County Fire contracts;
- Provides funding to continue paying down City liability for post-retirement medical insurance costs;
- Provides funding to pay for pass-through CalPERS pension rate increases;
- Reduces overall operations and maintenance expenditures across departments; and

- Provides \$100,000 contribution to Information and Technology Fund for future technology upgrades.

**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 five years and the projected FY 2014-2015 budget information. This chart is useful in measuring efforts to control expenditures, enhance revenues and build a healthy “rainy day” fund balance.



As can be seen from this multi-year trend chart, during the recessionary years of FY 2010 through FY 2011 operating expenditures exceeded operating revenues. Consequently, the City drew from fund balance to close the structural budget deficit. In FY 2012, with the deferral of certain expenditures (contributions to equipment replacement reserve and post-retirement healthcare) actual operating revenues and expenditures were in balance and fund balance reached a bottom. In FY 2012-13, revenues exceeded expenditures due to an increase in operating revenues; receipt of one-time revenues from inter-fund borrowing and from the dissolution of the former Redevelopment Agency. As a result, fund balance started to increase again after several years of reductions. The current FY 2013-2014 year-end estimates that total revenues will exceed total expenditures by \$232,502, which will add to fund balance. The proposed FY 2014-2015 budget projects total revenues of \$15,499,926 and total expenditures of \$15,467,579, which reflects an estimated addition of \$32,247 to fund balance.

**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 savings to the General Fund. Significant expenditure reductions have also been achieved over the last three years by capping City subsidy for health insurance and requiring all employees to contribute a minimum of 4% towards the cost of funding for their pension retirement benefits. Through re-organizations, attrition and contracting out, the total number of full-time employees has been reduced from 103 in FY 2008-2009 to 49 in the FY 2014-2015 proposed budget. The proposed budget maintains the number of full time employees from FY 2013-2014.

The proposed FY 2014-2015 budget includes total General Fund projected expenditures of \$15,467,579 compared to total estimated FY 2013-2014 year-end expenditures of \$15,017,368. Further detailed information regarding the changes from FY 2013-2014 to FY 2014-2015 is provided in the expenditure analysis section of this report. Here are the key factors that affected the FY 2014-2015 proposed expenditure budget:

- No major change in projected service levels especially for public safety programs which make up more than 52% of total General Fund expenditures.
- No changes in staffing level, but salaries are projected to increase by the 1.6% change in Consumer Price Index.
- Expenditure projection includes increase in third party pass-through costs including fire contract, sheriff contract, pension rates, and other contractual services.
- Expenditure projections are based on maintaining the amount of FY 2013-2014 contribution to fund accrued liability for retiree medical insurance, information technology and equipment replacement.
- FY 2014-2015 expenditure projections includes an increase of \$25,000 in transfers to NPDES Fund.

As previously discussed, while service and staffing levels are projected to remain the same in FY 2014-2015 as in FY 2013-2014, the proposed FY 2014-2015 budget includes significant projected rate increase of 7% and 5.5% 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 23.365% in FY 2013-2014 to 25.807% in FY 2014-2015. The level of contribution to fund accrued liability for retiree medical insurance, information technology and equipment replacement is projected to remain unchanged from FY 2013-2014. However, FY 2014-2015 includes additional \$25,000 transfer to the NPDES Fund. Further analysis and information are provided in the detail expenditure analysis section.

**General Fund Revenues Overview:** The City is continuing with aggressive efforts to increase economic development by attracting sales tax generators that complement the City's "Horsetown USA" image. These efforts are beginning to pay dividends based on the number of high profile retailers that have chosen to locate in the City over the last year. 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 2014-2015 General Fund budget estimates sales tax revenues at nearly \$5.5 million. This reflects an estimated cumulative increase of nearly 67% from the low of \$3.3 million in FY 2009-2010. The ability of the City to balance its General Fund budget in the future still largely depends on future sales tax growth. It is important to note that given the size of the City and sales tax numbers prior to the recession, sales tax is not expected to continue to grow at the rate that we have experienced in the past three years.

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 2014-15. Property tax and franchise fees are projected to increase slightly. The lack of growth in these revenues categories coupled with anticipated continuing growth in third party costs could lead to future structural budget deficit.

**Other Funds:** The FY 2014-2015 recommended operating budget also includes the operating activities of the Water, Sewer, Gas Tax, and NPDES Funds. The budget estimates show that there will be sufficient revenues to cover expenditures in all of these Funds. Due to minimal revenues received from assessments and expanding storm drain regulatory requirements, the FY 2014-2015 NPDES Fund budget relies on a transfer of \$50,000 from the General Fund in order to achieve a balanced budget. Staff will continue to look for options for generating additional revenues which are needed to meet the minimum costs of complying with program requirements imposed on the City by other governments and agencies. While a balanced budget is estimated for the Water Fund, it should be noted that the budget is highly flexible and can be impacted by changes in the quantity and cost of purchased water. Staff will be closely monitoring the overall Water Fund revenues and expenses to ensure that rates are timely adjusted to recover full operating costs. Similarly, the Sewer Fund will be closely monitored so that rates are adjusted timely to offset increasing operating costs. Additionally, the Water Fund and Sewer Fund budgets include set-aside amounts of \$300,000 and \$250,000, respectively, for future capital replacement.

### **Budget Presentation**

The City of Norco Fiscal Year 2014-2015 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 on restrictions over the inflow and use of the various financial resources that are available to the City. 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.

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 2014-2015 GENERAL FUND BUDGET ANALYSIS**

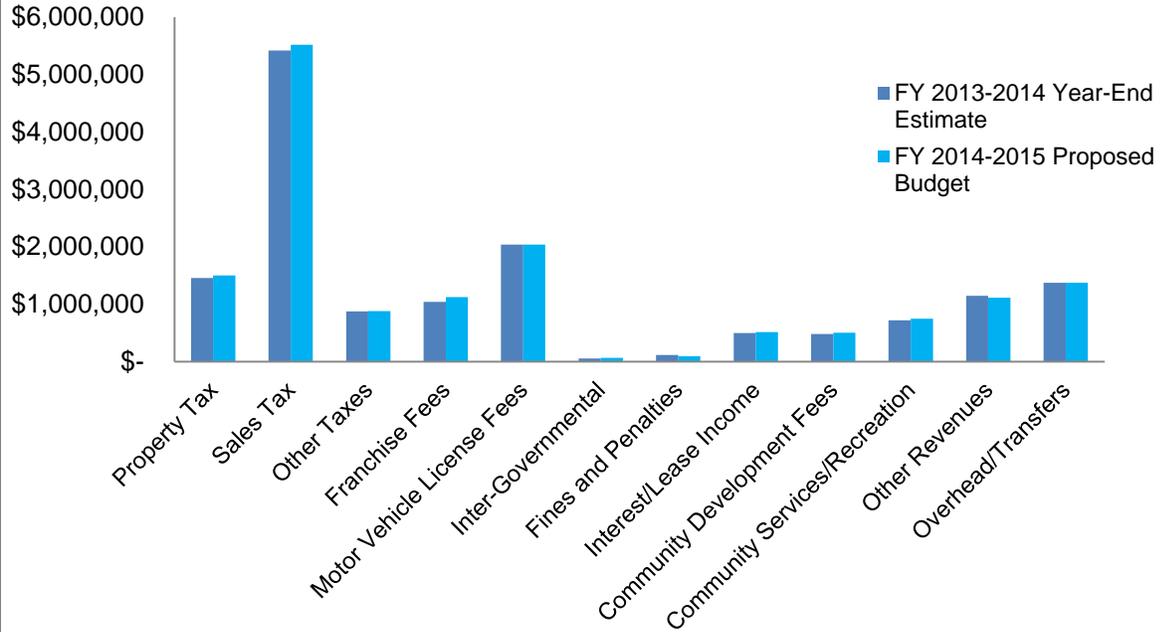
### **General Fund Revenues**

General Fund revenues for FY 2013-2014 are estimated based on the most available information through April 30, 2014. These estimates are subject to change as more information becomes available throughout the year. Changes to 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 summarized by major categories beginning on page 136 of this budget document. Please refer to these schedules for more information on General Fund revenues.

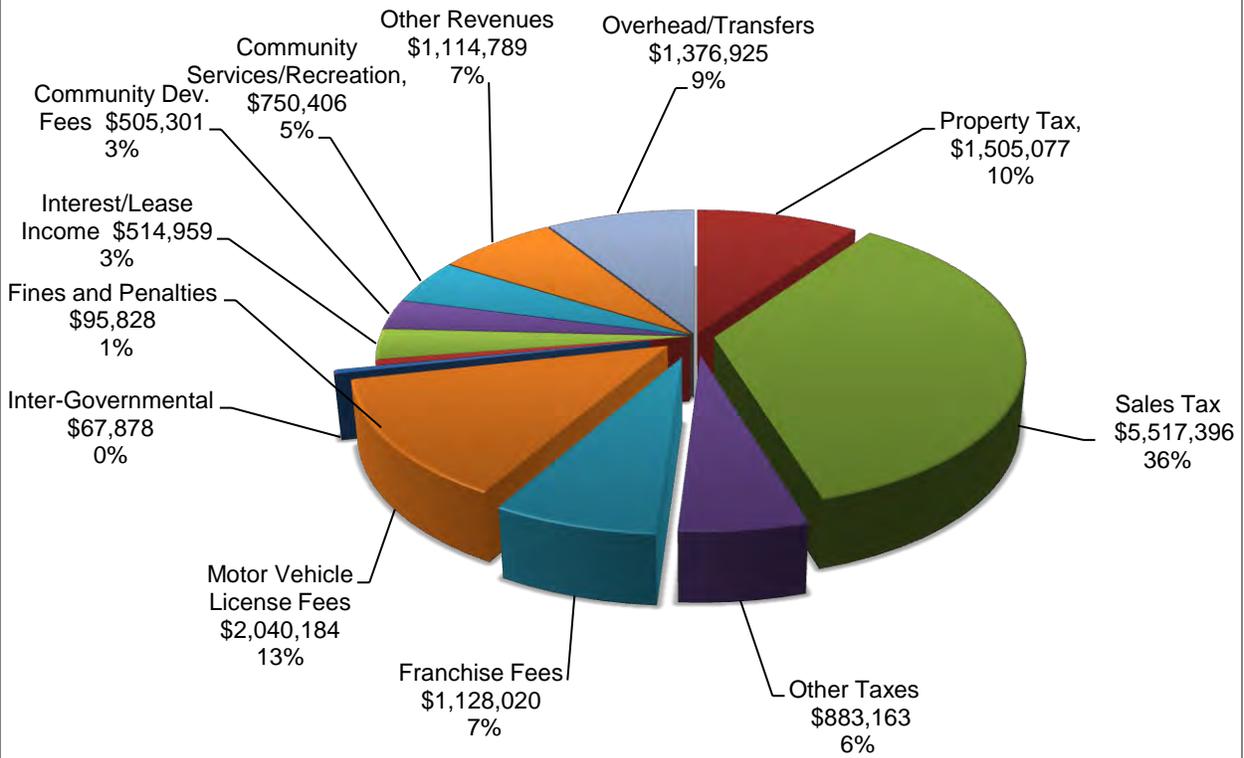
The total estimated General Fund revenues for FY 2014-2015 are \$15,499,926 compared to FY 2013-2014 estimated year-end amount of \$15,249,870 reflecting a slight increase of \$250,056 or 1.64%. Nearly all of the projected net increase in General Fund revenues is from projected increases in sales tax, property tax and franchise fee revenue categories. The following schedule and chart provide a graphical comparison between FY 2013-2014 year-end General Fund estimated total revenues and FY 2014-2015 projected revenues.

Revenue Category	FY 2013-2014 Amended Budget	FY 2013-2014 Year-End Estimate	FY 2014-2015 Preliminary Budget	Percentage Change from Year-end Estimate
Property Tax	1,445,763	1,460,554	1,505,077	3.05%
Sales Tax	5,203,276	5,419,707	5,517,396	1.80%
Other Taxes	820,179	876,195	883,163	0.80%
Franchise Fees	1,012,500	1,044,349	1,128,020	8.01%
Motor Vehicle License Fees	2,028,000	2,040,184	2,040,184	0.00%
Inter-Governmental	47,833	57,833	67,878	17.37%
Fines and Penalties	89,450	115,338	95,828	-16.92%
Interest/Lease Income	500,759	500,759	514,959	2.84%
Community Development Fees	398,619	484,206	505,301	4.36%
Community Services/Recreation	810,923	723,590	750,406	3.71%
Other Revenues	1,185,395	1,150,230	1,114,789	-3.08%
Overhead/Transfers	1,406,175	1,376,925	1,376,925	0.00%
<b>Total</b>	<b>14,948,872</b>	<b>15,249,870</b>	<b>15,499,926</b>	<b>1.64%</b>

### General Fund Revenues by Major Source FY 2013-2014 Vs. FY 2014-2015



### FY 2014-2015 Estimated General Fund Revenues by Source



**Property Tax:** Property tax revenues are projected to show a slight increase in FY 2014-2015 compared to FY 2013-2014 due to a projected increase in assessed values. 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 2014-2015 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 3%. Property tax represents 10% of total estimated General revenues for FY 2014-2015. 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.

**Sales Tax:** For many years, sales tax has represented the highest share of total General Fund revenues. During the national economic recession, sales tax revenues decreased from a peak of \$6.2 million in FY 2006-2007 to a low of \$3.3 million in FY 2009-2010. While recent trends suggests continuing sales tax revenue growth, estimated sales tax receipts of \$5.5 million in FY 2014-2015 is still \$0.7 million below the peak amount of \$6.2 million. For FY 2014-2015, sales tax is projected to increase by a conservative 1.8% based on recent City trends. This projected increase is lower than the statewide increase projected by the State Department of Finance. The more conservative staff estimate is based on the larger City increase over the past two years. Additionally, the City's sales tax receipt is highly dependent on sales tax from autos, transportation and fuel. The FY 2014-2015 forecast does not anticipate that the high growth we have experienced in these areas over the last three years will continue. In FY 2014-2015, estimated sales tax revenue is projected to account for 36% of total projected General Fund revenues.

**Other Taxes:** Other taxes, which include public safety sales tax, business license tax, transient occupancy tax and property transfer tax, are projected to show a slight increase from the FY 2013-2014 due to increases in transient occupancy and public safety sales tax. The increase in transient occupancy tax is due to the opening of Fairfield Inn and Suites by Marriot. The projected increase from these two revenue items is slightly offset by projected decrease in business license tax. Business license tax revenues in FY 2013-2014 includes one-time catch-up collections. Over the past few years, staff has used several data matching sources to ensure that businesses operating in the City are properly identified and that business license taxes are being collected. These efforts will continue but the level of success achieved in FY 2013-2014 is not expected to continue at the FY 2013-2014 rate.

**Franchise Fees:** Franchise fee estimates for cable television, electric and gas franchise revenues are based on the most recent three-year average. Overall, these revenue items are projected to remain flat in FY 2014-2015. On the other hand, due to an increase in the refuse franchise fee rate to be implemented beginning in FY 2014-2015, this revenue item is projected to increase by \$90,000. In FY 2014-2015, Franchise fee revenues are estimated to make up 7% of total estimated General Fund revenues.

**Motor Vehicle License Fees (MVLf):** MVLf receipts are allocated to local governments by the state based on the assessed value of real property in each local jurisdiction. Prior to FY 2011-2012, a small portion was allocated based on population. In FY 2011-2012, this portion was eliminated by the state in exchange for the state providing funding for Supplemental Law Enforcement. Since the new allocation formula, which is based on property value went into effect in FY 2003-2004 as part of the “triple flip” arrangement by the state; the City’s annual receipt has not changed significantly from year to year. Consequently, the revenue estimate for FY 2014-2015 is based on the in-lieu amount provided by the State for FY 2013-2014. 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 2014-2015 total revenues from this category are projected to total \$1,114,789 compared to FY 2013-2014 year-end estimate of \$1,150,230 which is a decrease of \$35,441. The decrease is primarily due to one-time contribution received in FY 2013-2014 from the County of Riverside for the closure of the Riverside/San Bernardino Finance Agency. Other Revenues category makes up 7% of total General Fund revenues.

**Charges for Services:** Charges for services comprise of engineering, planning and building fees; community services parks and recreation fees; Wee People program revenues; building; planning, and engineering fees. This revenue category is projected to have a net increase of \$47,911 in FY 2014-2015. The projected increase is due to anticipated higher revenues to be generated from building permits and the Wee People Program. Charges for services revenues are estimated to make up 8% of total General Fund revenues in FY 2014-2015.

**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 slight increase in this revenue category is due to projected increase in cell site revenues. While staff is working on additional cell site agreements at the time of this budget, no additional revenues have been included in the budget for these potential new agreements. If the agreements are finalized during the new fiscal year, appropriate revenues will be recognized as part of the mid-year budget review process. It is to be noted that investment earnings from the Special Asset Revenue Fund are credited to the General Fund. Lease income for FY 2014-2015 includes full year lease revenue from the lease of Silverlakes property. Interest and lease revenues make up 3% of total General Fund revenues.

**Overhead Reimbursements and Transfers:** Overhead reimbursements and transfers to the General Fund represent each transferring Fund’s share of overhead costs which are paid by the General Fund. The reimbursement to the General Fund from other Funds including enterprise, community facilities districts, landscape maintenance districts, and capital project funds is based on the most recent cost allocation plan.

Examples of costs paid by the General Fund and proportionately reimbursed by other benefiting funds are general administrative costs, liability insurance premiums, workers compensation premiums, rents, retiree medical insurance and self-insurance expenditures. Overhead reimbursements to the General Fund also include the \$250,000 administrative cost reimbursement from the State Department of Finance (DOF) for the City to serve as the Successor Agency to the former Redevelopment Agency. Similarly, the DOF reimburses the City \$108,258 annually to pay for the former agency's estimated share of pension and post-retirement healthcare liabilities. Reimbursements and transfers to the General Fund are projected to remain unchanged from the FY 2013-2014 amount. Overhead reimbursements and transfers account for 9% of total General Fund revenues.

### **General Fund Expenditures**

General Fund expenditures are estimated based on staffing and service levels and the estimated increase of third party pass-through costs. Staffing costs include third party items such as group health insurance premiums and pension contributions to California Public Employees Retirement System (CalPERS). The City's safety retirement plan for former fire employees became inactive as of January 1, 2012 when the employees transitioned to County employment. Currently, the City is not required to make any contribution to the inactive safety plan. However, it anticipated that this contribution would be required once CalPERS phases in to the inactive valuation. When that happens, any required contribution will be included in the budget be made on a lump sum basis each year. 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 2014-2015:

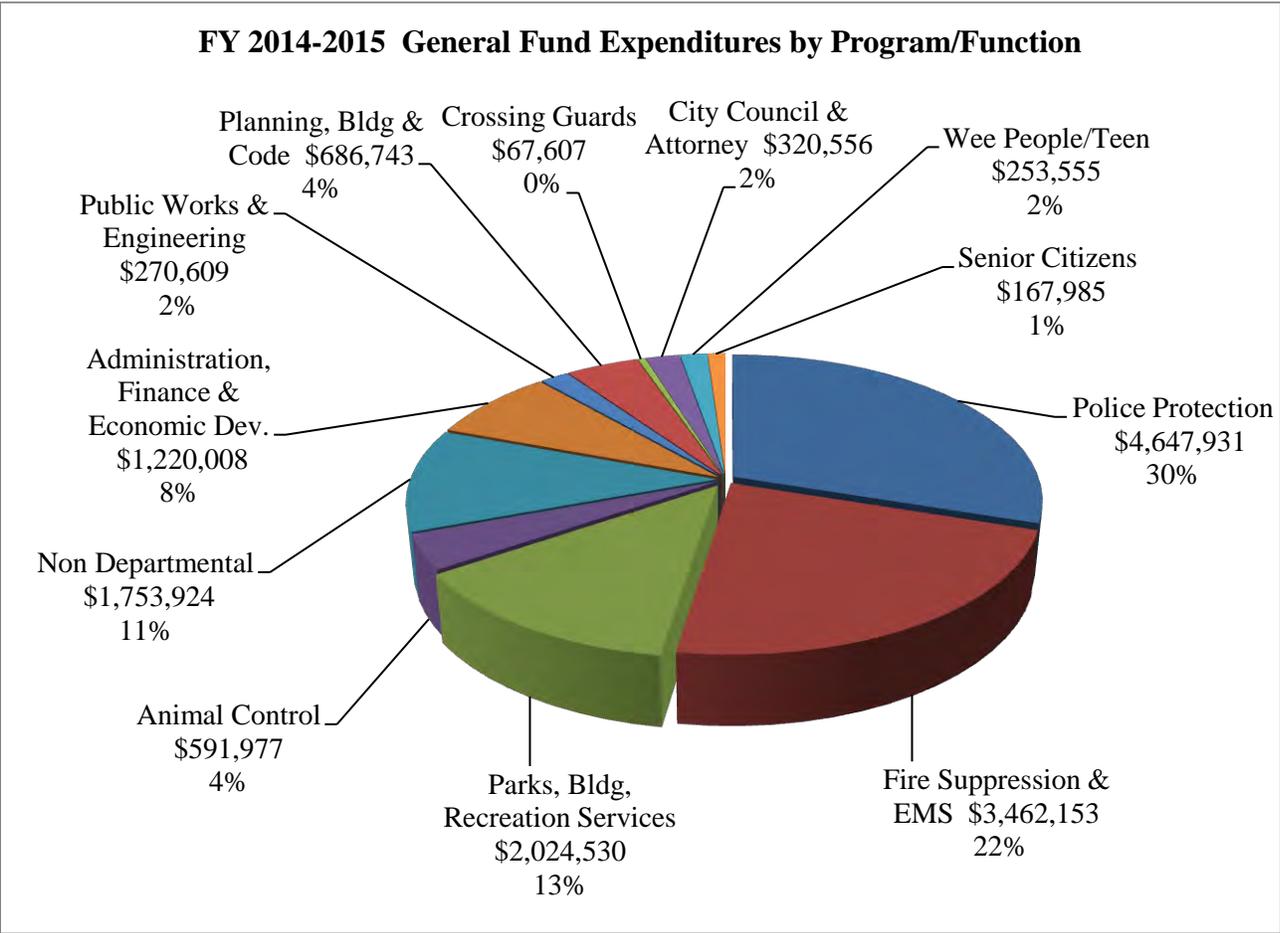
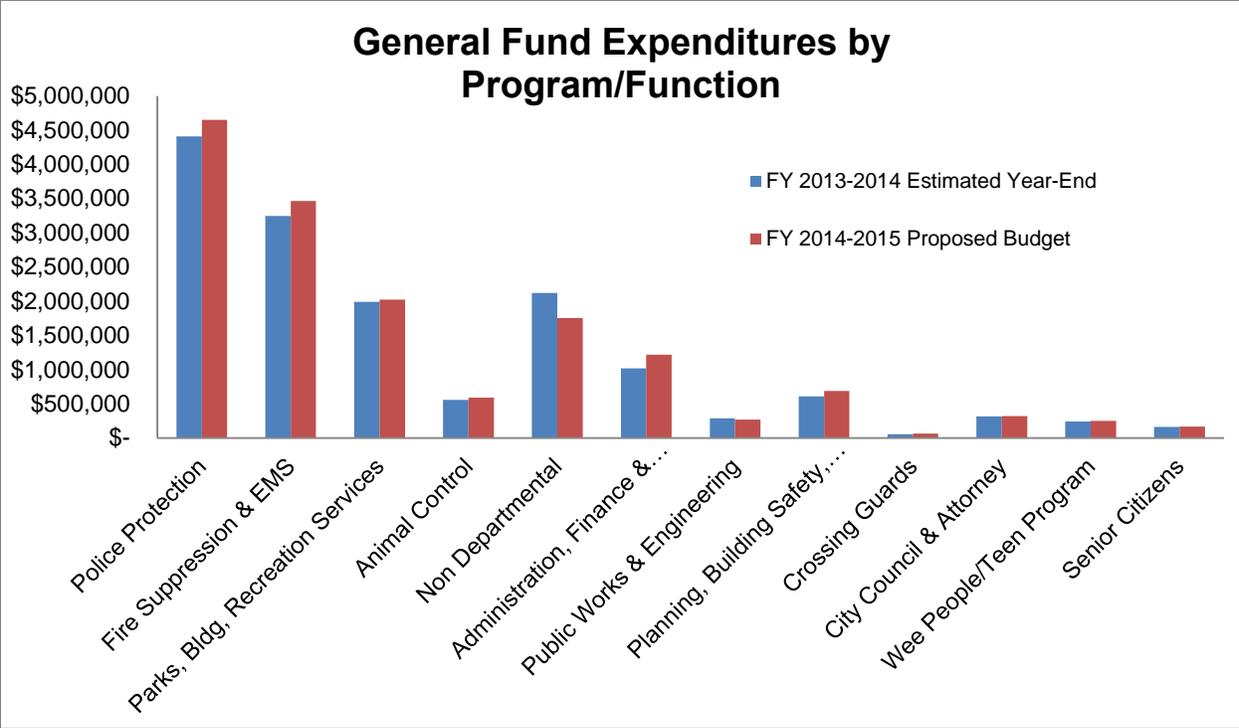
- Police protection services provided by Riverside County Sheriff will be funded at the same level as FY 2014-2015 with estimated contract rate increase of 7% from the previous year.
- Fire and emergency medical services provided by Riverside County Fire will be funded at the same service level with the addition of a Fire Prevention Specialist position to the contract. The contract rate for fire and emergency medical services is estimated to increase by 5.5% from FY 2013-2014 rates.
- The budget includes a \$300,000 contribution for post-retirement healthcare insurance obligation. It also includes a \$100,000 contribution to the Information Technology Fund for future equipment replacement and \$50,000 transfer to NPDES Fund to meet program requirements.
- The CalPERS pension contribution rate is estimated to increase by 2.4% from 23.365% to 25.807%. Employees hired prior to October 31, 2010 will continue to

pay 4% of their 8% contribution rate during the fiscal year. Employees hired after October 31, 2010 are required to pay 100% of the employee 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 1.6% cost living increase and adjustments are based on changes in Consumer Price Index for City full time employees.

For FY 2014-2015, total General Fund expenditures are projected to be \$15.5 million compared to \$15.0 million for FY 2013-2014. This represents estimated budget increase of nearly 3%. Additional detailed information regarding the increase in the budget is provided following the expenditure by function charts on the next page.

Summary of General Fund Expenditures by Program and Function				
	FY 2013-2014 Amended Budget	FY 2013-2014 Estimated Year- End	FY 2014-2015 Proposed Budget	Percentage Change from Year-End
Police Protection	\$ 4,406,516	4,407,120	4,647,931	5.46%
Fire Suppression & EMS	3,341,813	3,247,289	3,462,153	6.62%
Parks, Bldg, Recreation Services	1,954,473	1,992,451	2,024,530	1.61%
Animal Control	575,835	558,067	591,977	6.08%
Non Departmental	2,285,978	2,118,629	1,753,924	-17.21%
Administration, Finance & Economic Dev.	1,259,457	1,019,011	1,220,008	19.72%
Public Works & Engineering	290,444	289,345	270,609	-6.48%
Planning, Building Safety, Code Compliance	746,306	608,200	686,743	12.91%
Crossing Guards	55,666	55,666	67,607	21.45%
City Council & Attorney	320,424	316,125	320,556	1.40%
Wee People/Teen Program	289,132	241,856	253,555	4.84%
Senior Citizens	166,016	163,609	167,985	2.67%
Total	15,692,060	15,017,368	15,467,578	3.00%



As shown by the chart above, 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 about 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, and Wee People make up another 27% of total expenditures. Non-departmental, which are non-discretionary costs makes up 11%; while support programs like fiscal and support services, City Clerk, City Manager, City Attorney and City Council cost make up 10% of total General Fund expenditures.

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

**Police Protection:** Police protection services are provided to the City through a contract with the Riverside County Sheriff's Department. Under the contract, the City pays the full cost of each full-time officer plus related allocated facility, equipment, and support costs. While FY 2014-2015 Sheriff contract rates are projected to increase by 7% from FY 2013-2014 rates, the increase in cost from the rates going up has been partially mitigated by overtime and other discretionary expenditure reduction which brings the total projected increase for the Sheriff Department to 5.5%

**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 2014-2015 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 5.5% from FY 2013-2014 budget rates. However, total expenditures are projected to increase by 6.6% from FY 2013-2014 estimated year-end actual expenditures due to estimated savings in FY 2013-2014 budget.

**Parks, Recreation and Building Maintenance:** Expenditure projections for parks and recreation programs are based on expected service levels. The FY 2014-2015 projected expenditure budget for the Parks, Recreation and Building Maintenance Divisions is \$2,024,530 compared to the FY 2013-2014 estimated year-end amount of \$1,992,451. The estimated increase of 1.6% consists of increases in service contracts, benefits costs, cost of living adjustments, maintenance, and utilities.

**Animal Control Division:** The FY 2014-2015 estimated budget for the Animal Control Division reflects total expenditures of \$591,977 compared to FY 2013-2014 estimated year-end amount of \$558,067 for an increase of 6%. The increase is due to salary savings in FY 2013-2014 from vacancies in the early part of the fiscal year. The FY

2014-2015 amounts also include additional cost for increases associated with cost of living and benefits adjustments.

**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 2014-2015 is estimated to be \$167,985 compared to \$163,609 for FY 2013-2014. The estimated increase is due to benefits and cost of living adjustments.

**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 2014-2015 is \$620,829 compared to FY 2013-2014 amount of \$632,825. The projected decrease of 1.9% of is largely due to cost savings associated with budgeting for a Finance Director instead of Deputy City Manager position.

**City Manager, City Clerk, and Economic Development:** The total estimated budget for FY 2014-2015 for this function is \$624,679 compared to FY 2013-2014 estimated year-end amount of \$386,186. In FY 2013-2014 due to the Finance Director position being vacant, the City Manager's compensation was charged to Finance Department budget resulting in significant savings in the City's Manager's budget. The FY 2014-2015 budget for City Clerk's Division reflects savings from election costs. The FY 2013-2014 budget included the cost for the November 2013 municipal election. On the other hand, the budget for Economic Development is increased due to additional marketing efforts, funding for Cultural Resources Survey of the Navy, and Historic Records collection efforts.

**Planning, Building and Code Compliance:** The total estimated FY 2014-2015 budget for this division is \$686,743 compared to FY 2013-2014 projected year-end amount of \$608,200 and FY 2013-2014 authorized budget amount of \$746,306. The FY 2013-2014 projected year-end number includes savings of \$50,000 for Code Compliance legal services and \$20,000 in salary savings from the position of Code Enforcement Officer being vacant during part of the fiscal year. In Building Safety operations, the FY 2014-2015 recommended budget includes about \$10,000 for salary and benefit increases.

**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 2014-2015 are \$270,609 which represents a decrease of \$18,736 from the FY 2013-2014 estimated year-end amount of \$289,345. The net reduction in

expenditures is from reduction in salaries and benefits allocated to the Engineering function.

**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 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 2014-2015 budget reflects total projected expenditures of \$1,753,924 compared to FY 2013-2014 estimated total year-end expenditures of \$2,118,629 for a net budget decrease of \$364,705. The net decrease is largely due to a reduction in amount of transfers to other Funds. In FY 2014-2015, transfers to other Funds are being reduced by \$511,000. The FY 2013-2014 amount included a \$500,000 transfer to Special Asset Revenue Fund. The savings from the reduction in transfers to other Funds is slightly offset by projected increases in retiree medical insurance, unemployment claims and professional services.

### **Fund Balance and Cash Flows**

The estimated fund balance of the General Fund at the end of FY 2013-2014 is \$5,254,902. The proposed FY 2014-2015 projected revenues and expenditures budget slightly adds to this amount. With the proposed balanced budget along with the estimated fund balance at year-end, it is expected that there will be adequate cash flows during the fiscal year to cover the lag in revenue receipts.

### **WATER FUND BUDGET SUMMARY**

During Fiscal Year 2010-2011, the City Council approved water rate adjustments which were implemented over 18 months through FY 2012-2013. While the rate adjustments are generating the projected revenues, purchased water rate has continued to rise above the per acre-feet rate used to set the rates in FY 2010-2011. The purpose of the rate adjustment was to ensure that sufficient revenues are generated to cover the total cost of operating and maintaining the water system including debt service, eliminate accumulated deficit, and build working capital so that debt service coverage ratios can be improved. The goal also included setting aside funds for future capital maintenance and replacement. The performance of the rate adjustments over the last three fiscal years show that progress still remains to be made towards accomplishing all of the objectives of the rate adjustments. For example, in FY 2014-2015 total projected revenues are expected to exceed total projected expenditures by \$196,971. This amount is not sufficient to generate enough working capital to timely improve debt coverage ratios. Consequently, staff will be recommending the implementation of "purchased water rate adjustment" during the fiscal year. It is important to note that as a result of low debt service coverage ratios, Standard and Poor's Rating Agency did downgrade the rating of the water and sewer systems outstanding enterprise revenue bond late in 2012.

During FY 2013-2014, total revenues are projected to exceed total expenditures by \$605,000. In FY 2014-2015, total revenues are projected to exceed total expenditures

by \$197,971 due to projected flat revenue numbers and projected increase in expenditures. As previously noted, this projected excess of revenues over expenditures does not provide the necessary cushion to ensure adequate cash flows. It is also important to note that the estimate is subject to significant fluctuation due to high volatility in purchased water costs and customer consumption. The cost of purchased water could significantly exceed estimates if the City has to purchase more water due to unforeseen circumstances than the quantity used to develop budget estimates.

### Water Fund Revenues

Water Fund revenues are derived primarily from water sales to residential, commercial and industrial customers within City limits. The revenues are projected based on current rates and estimated flat level of consumption. The total estimated revenues for FY 2014-2015 are \$9,868,376 which is nearly the same amount as the FY 2013-2014 year-end estimated total revenues of \$9,835,133.

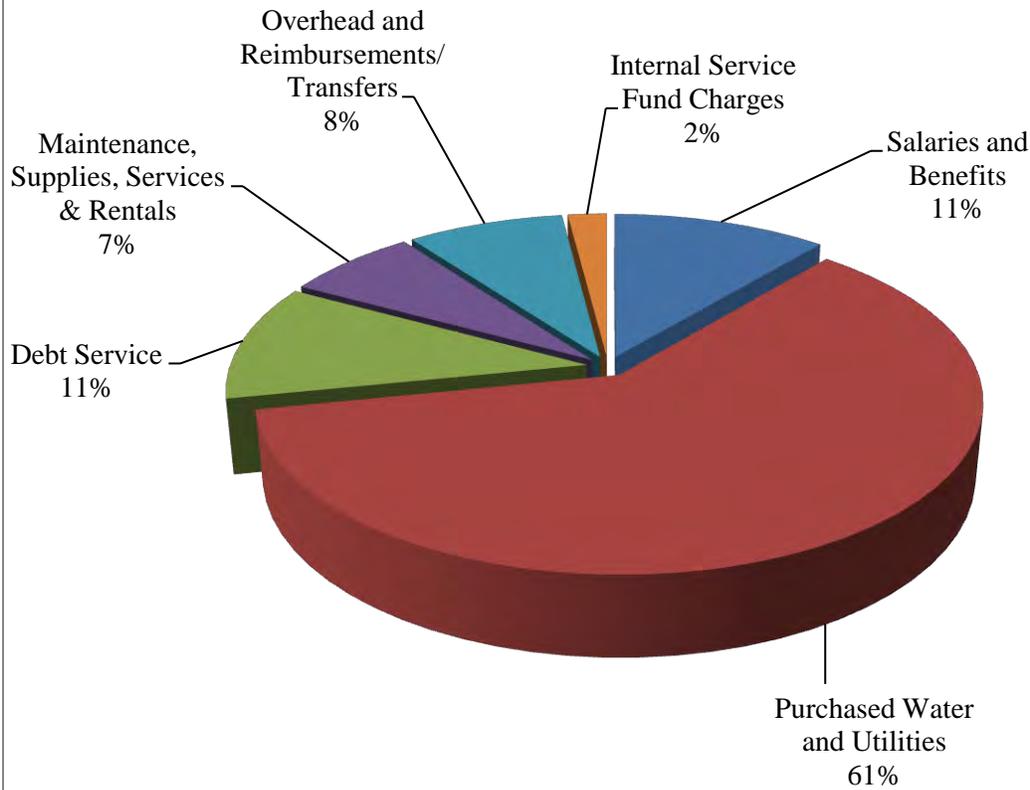
### Water Fund Expenditure

Water Fund expenditures consist primarily of purchased water, utilities, debt service, salaries and benefits, maintenance and services, internal service fund charges, overhead reimbursements to the General Fund and transfers to Water Capital Projects Fund. The total estimated FY 2014-2015 expenditures is \$9,671,405 compared to total FY 2013-2014 year-end estimate of \$9,230,213.

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

Summary of Projected Water Fund Expenditures by Category			
For Fiscal Years 2014-2015 and 2013-2014			
Expenditure Category	FY 2014-2015	FY 2013-2014	Change
Salaries and Benefits	\$ 1,081,265	993,016	8.89%
Purchased Water and Utilities	5,866,900	5,907,930	-0.69%
Debt Service	1,067,272	1,067,062	0.02%
Maintenance, Supplies, Services & Rentals	670,174	546,773	22.57%
Overhead and Reimbursements/Transfers	789,439	789,439	0.00%
Internal Service Fund Charges	196,355	180,792	8.61%
Totals	\$ 9,671,405	9,485,012	1.97%

**FY 2014-2015 Estimated Water Fund Expenditures**  
**Total \$9,671,405**



As can be seen from the chart above, 61% of total Water Fund expenditures are pass-through purchased water and utilities cost. 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 be flat even though the per-acre-foot cost is expected to increase from FY 2013-2014 rate. The reason why the overall projected cost is flat is that the City expects to reduce the quantity of purchased water in FY 2014-2015. Another 11% of total expenditures are for debt service, which is also a fixed cost item. Salaries and benefits comprise 11% of total expenditures. Cost of maintenance, contractual services, supplies, and rental is 7% of the total budget and is expected to go up due to increased cost for contractual services and operating supplies. Internal service fund charges, which include the cost for equipment operations and replacement, maintenance and payment of liability claims, are projected to go up due to cost increases related to maintenance of newly deployed technology.

**SEWER FUND BUDGET SUMMARY**

Like the Water Fund, the City Council approved Sewer Fund rate adjustments during FY 2010-2011. The last phase of the rate increases was implemented on July 1, 2012. Prior to the rate adjustment being implemented, Sewer Fund expenditures were

exceeding total revenues by nearly \$700,000. FY 2012-2013 was the first year that the full rate increase was in effect and total Sewer Fund revenues exceeded total expenditures by \$1,092,139; excluding the transfer of \$250,000 set-aside to the Sewer Capital Projects Fund. In FY 2013-2014, total revenues are estimated to exceed total estimated expenditures by \$447,000 and this includes the \$250,000 transfer to Sewer Capital Projects Fund. For the proposed FY 2014-2015 budget, total revenues are projected to exceed total expenditures by only \$213,000 due to rising costs. Sewer Fund revenues have been flat since the full implementation of the rate adjustment. Revenue is not subject to high fluctuations due to the fact that most rate payers pay fixed monthly sewer charge.

### **Sewer Fund Revenues**

Sewer Fund revenues are derived from sewer service charges on residential, commercial and industrial customers. Most of Sewer Fund revenues (estimated at 87%) are from the fixed component of the rate which is currently \$51 per month for all connected customers. All residential customers connected to the system pay only the fixed monthly charge of \$51. The remaining revenues (estimated at 13%) are derived from the variable rate component which is only assessed to commercial and industrial users at the rate of \$8 per unit exceeding the base consumption of 10 units. Non-connected customers are required to pay a fixed monthly charge, which is currently \$19. The total estimated Sewer Fund revenues for FY 2014-2015 are \$5,497,556, which is slightly below the \$5,508,409 amount estimated to be received in FY 2013-2014.

Based on revenue receipts over the last two years following the full implementation of the rate adjustments, the objectives of the rate adjustments were met. The objectives of the rate adjustment were to close the gap between revenues and expenditures, restore working capital, and provide annual contribution of \$250,000 to the Sewer Capital Projects Fund for future capital replacement. However, the trend is beginning to reverse due to rising costs that are not being offset by rate adjustments. This situation is being reviewed and appropriate actions will be recommended to the City Council.

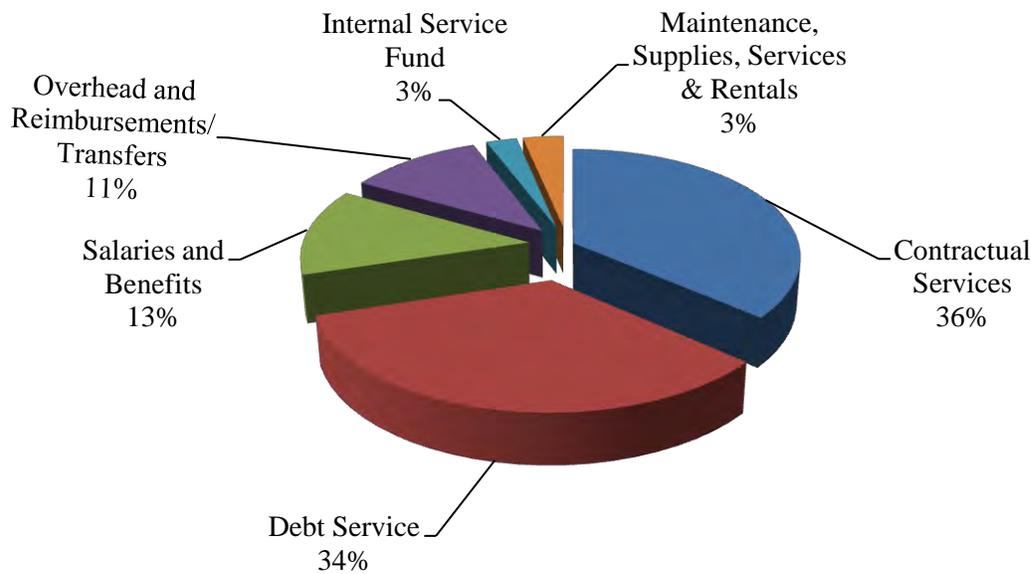
### **Sewer Fund Expenditures**

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 a transfer to the Sewer Capital Projects Fund. The total estimated FY 2014-2015 expenditures is \$5,284,154. This compares to FY 2013-2014 estimated year-end total expenditures of \$5,213,090. The projected increase is due to increases in salaries, benefits, and contractual services to support new technology deployment. It is to be noted that the FY 2013-2014 projected year-end number for salaries and benefits line items reflects salary and benefits savings during the year that was achieved due to vacant water and sewer manager's position. This position is being filled in FY 2014-2015 with an engineer.

**Summary of Projected Sewer Fund Expenditures by Category  
FY 2014-2015 and FY 2013-2014**

Expenditure Category	FY 2014-2015	FY 2013-2014	Change
Contractual Services	\$ 1,914,930	1,910,844	0.21%
Debt Service	1,795,544	1,793,454	0.12%
Salaries and Benefits	688,892	639,218	7.77%
Overhead and Reimbursements/Transfers	577,223	577,223	0.00%
Internal Service Fund	133,055	125,292	6.20%
Maintenance, Supplies, Services & Rentals	174,510	167,059	4.46%
<b>Totals</b>	<b>\$ 5,284,154</b>	<b>5,213,090</b>	<b>1.36%</b>

**FY 2014-2015 Estimated Sewer Fund Expenditures  
Total \$5,284,154**



**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 2014-2015 is \$692,900 compared to FY 2013-2014 estimated revenue allocation of \$802,549. The decrease in revenue allocation is primarily related to lower allocation for the replacement of Proposition 42 funds under Section 2103 of the Revenue Code. 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 street and road work.

### **NPDES FUND BUDGET SUMMARY**

The NPDES fund is used to account for revenues and expenditures pertaining to the City's efforts to comply with various mandates designed to prevent pollution of storm drains. Revenues are derived primarily through a minimal assessment to homeowners. This assessment generates about \$60,000 annually. In FY 2014-2015, the General Fund is providing an additional direct subsidy of \$50,000 accomplished through a fund transfer. Estimated total revenues of \$113,500 include an estimated assessment of \$63,500 and the General Fund subsidy of \$50,000. Total FY 2014-2015 expenditures are projected to be \$119,746, which consists of salaries, benefits, and contracted costs. The gap between expenditures and revenues is being made by use of fund balance. Staff is continuing to look for other potential options to generate sufficient revenues to meet the minimum costs of the mandates placed on the City.

### **Other Information**

Detailed department-by-department budget information can be found in this budget document beginning on page 5. Detailed Fund-by-Fund expenditure and revenue information can be found beginning from page 136. Questions regarding the FY 2014-2015 budget overview should be directed to the City Manager at (951) 270-5611 or Director of Finance at (951) 270-5650.

Sincerely,

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

V. Andy Okoro  
City Manager



## City Council & Staff

# CITY OF NORCO



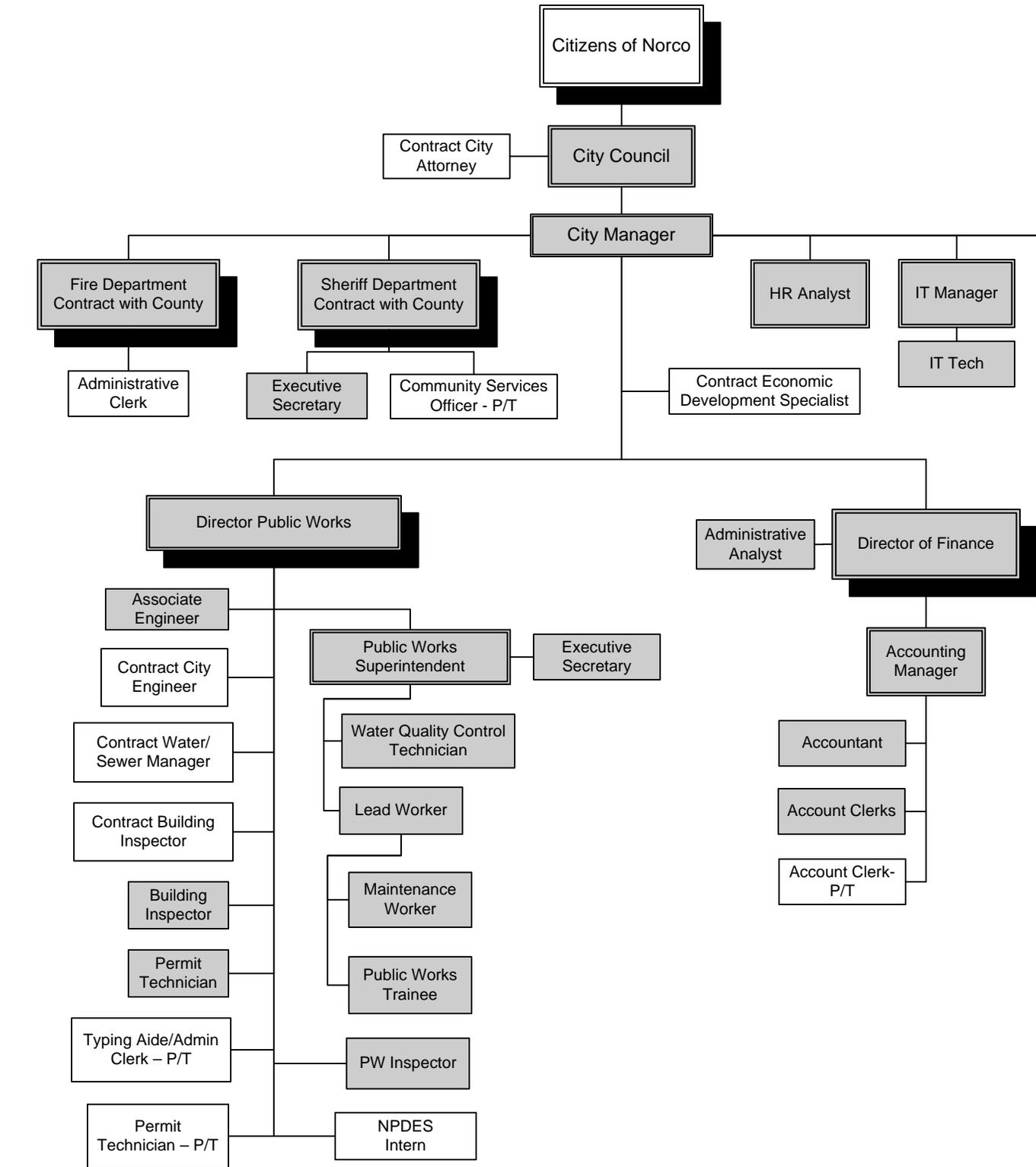
## CITY COUNCIL MEMBERS

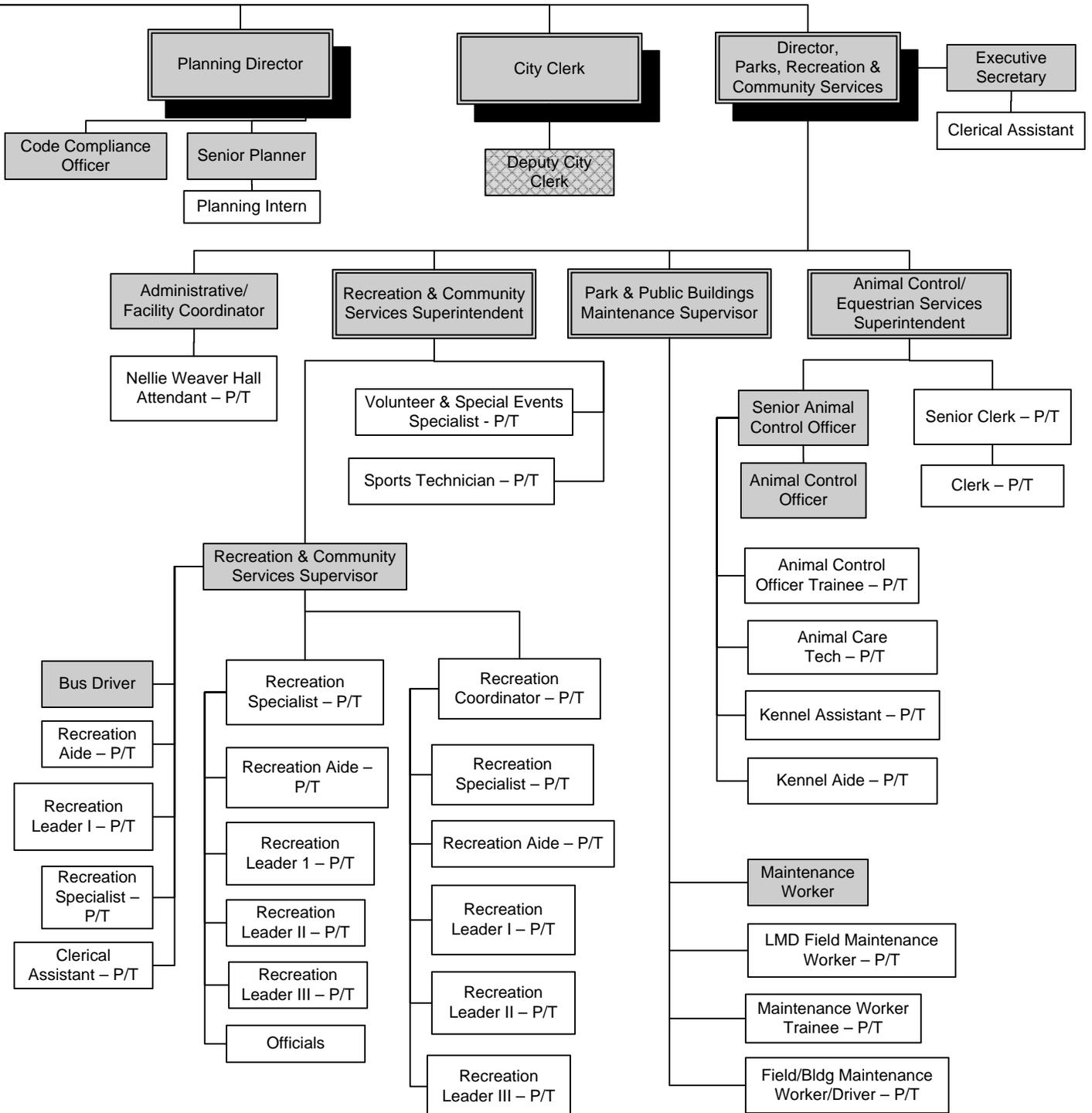
		<u>TERM ENDING YEAR</u>
Berwin Hanna	Mayor	2015
Herb Higgins	Mayor Pro Tem	2015
Kathy Azevedo	Council Member	2015
Kevin Bash	Council Member	2017
Gregory Newton	Council Member	2017

## CITY OFFICIALS

Andy Okoro	City Manager
Cheryl Link	City Clerk
Geoff Pemberton	Fire Chief
Steve King	Planning Director
Brian Petree	Director of Parks, Recreation & Community Services
Lori Askew	Director of Public Works
Lt. Eric Briddick	Riverside County Sheriff's Department

# CITY OF NORCO







**Beginning & Ending  
Fund Balances-All Funds**

City of Norco  
 FY 2014 - 2015 Budget  
 Beginning and Ending Fund Balances  
 (Operating Funds Only)

<i>Fund #</i>	<i>Fund Name</i>	<i>Beg. Balance July 1, 2014</i>	<i>Estimated Revenues</i>	<i>Transfers In</i>	<i>Transfers Out</i>	<i>Estimated FY 2015 Expenditures</i>	<i>Estimated Ending Balance</i>
121	General	\$ 5,254,902	15,048,275	451,651	150,000	15,342,579	5,262,249
123	CDBG Funds	-	149,566	-	-	149,566	-
122, 160-65	Miscellaneous Grants	-	160,618	-	-	160,618	-
124	Water	892,341	9,868,376	-	427,223	9,244,182	1,089,312
126	Sewer	2,249,206	5,497,556	-	377,223	4,906,931	2,462,608
133	Gas Tax	832,550	692,900	-	-	648,270	877,180
139	NPDES	6,279	63,500	50,000	-	119,746	34
156	AQMD	45,150	32,000	-	1,500	-	75,650
144	Water Capital - Memo Only	-	-	300,000	-	-	-
147	Sewer Capital - Memo Only	-	-	250,000	-	-	-
	Special Districts	195,705	-	-	195,705	-	-
	<b>Subtotal</b>	<b>9,476,133</b>	<b>31,512,792</b>	<b>1,051,651</b>	<b>1,151,651</b>	<b>30,571,891</b>	<b>9,767,033</b>
<b>Internal Service Funds - Memo Only</b>							
128	Vehicle Replacement	2,676,942	332,006	-	-	253,300	2,755,648
134	Benefits & Insurance	113,006	269,023	-	-	269,023	113,006
135	Information Technology	637,110	407,430	100,000	-	391,944	752,596
	<b>Subtotal</b>	<b>3,427,058</b>	<b>1,008,459</b>	<b>100,000</b>	<b>-</b>	<b>914,266</b>	<b>3,621,250</b>
	<b>Grand Total</b>	<b>\$ 12,903,190</b>	<b>32,521,250</b>	<b>1,151,651</b>	<b>1,151,651</b>	<b>31,486,158</b>	<b>13,388,283</b>



## Budget Summary

**City of Norco, California  
FY 2015 Operating Budget Summary**

<b><i>Expenditures:</i></b>	<b><i>FY 2013 Actual</i></b>	<b><i>FY 2014 Amended Budget</i></b>	<b><i>FY 2014 Estimated Year-End Total</i></b>	<b><i>FY 2015 Budget Request</i></b>
Salaries and Benefits	\$ 4,840,097	5,378,108	4,767,423	5,478,805
Employee Related Expenditures	66,182	95,591	80,309	93,995
Supplies and Services	1,381,383	1,556,239	1,474,096	1,524,700
Maintenance and Rentals	370,550	321,569	343,348	353,746
Operations and Utilities	5,925,081	6,367,907	6,205,283	6,313,799
Contractual and Professional Services	10,357,286	11,455,086	11,303,367	12,026,537
Miscellaneous/Pass Through	630,700	642,560	617,912	616,849
Debt Service	2,862,064	2,860,516	2,860,516	2,862,816
Internal Service Fund Charges	1,076,444	1,048,636	1,009,415	1,095,579
Capital Outlay	44,772	202,059	105,439	192,997
Transfers Out	491,258	1,482,696	1,482,696	966,515
<b><i>Total Expenditures</i></b>	<b><i>\$ 28,045,817</i></b>	<b><i>\$ 31,410,967</i></b>	<b><i>30,249,804</i></b>	<b><i>31,526,337</i></b>

<b><i>Funding Sources:</i></b>	<b><i>FY 2013 Actual</i></b>	<b><i>FY 2014 Amended Budget</i></b>	<b><i>FY 2014 Estimated Year-End Total</i></b>	<b><i>FY 2015 Budget Request</i></b>
General Fund	\$ 13,927,882	15,692,060	15,017,368	15,492,579
Water Fund	8,758,714	9,485,012	9,230,213	9,671,405
Sewer Fund	4,406,155	5,213,090	5,061,320	5,284,154
Gas Tax Fund	517,555	564,475	552,165	648,270
NPDES Storm Drainage Fund	99,603	120,505	118,529	119,746
Grants (CDBG & Miscellaneous)	335,908	335,825	270,209	310,184
<b><i>Total Funding Sources</i></b>	<b><i>\$ 28,045,817</i></b>	<b><i>31,410,967</i></b>	<b><i>30,249,804</i></b>	<b><i>31,526,337</i></b> <sup>A</sup>



**Legislative**

## **LEGISLATIVE**

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

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

<b><i>Expenditures:</i></b>	<b><i>FY 2013 Actual</i></b>	<b><i>FY 2014 Amended Budget</i></b>	<b><i>FY 2014 Estimated Year-End Total</i></b>	<b><i>FY 2015 Budget Request</i></b>
Salaries and Benefits	\$ 91,305	96,124	91,438	95,806
Employee Related Expenditures	3,588	3,300	4,037	4,100
Supplies and Services	1,191	1,000	650	650
Maintenance and Rentals	-	-	-	-
Operations and Utilities	205	-	-	-
Contractual and Professional Services	214,071	220,000	220,000	220,000
Miscellaneous	-	-	-	-
CRA Programs	-	-	-	-
Internal Service Fund Charges	-	-	-	-
Capital Outlay	-	-	-	-
Transfers Out	-	-	-	-
<b><i>Total Expenditures</i></b>	<b><i>\$ 310,360</i></b>	<b><i>320,424</i></b>	<b><i>316,125</i></b>	<b><i>320,556</i></b>

<b><i>Funding Sources:</i></b>	<b><i>FY 2013 Actual</i></b>	<b><i>FY 2014 Amended Budget</i></b>	<b><i>FY 2014 Estimated Year-End Total</i></b>	<b><i>FY 2015 Budget Request</i></b>
General Fund	\$ 310,360	320,424	316,125	320,556
Water Fund	-	-	-	-
Sewer Fund	-	-	-	-
Gas Tax Fund	-	-	-	-
NPDES Storm Drainage Fund	-	-	-	-
Internal Service Fund	-	-	-	-
Redevelopment Funds	-	-	-	-
Grant Funds	-	-	-	-
<b><i>Total Funding Sources</i></b>	<b><i>\$ 310,360</i></b>	<b><i>320,424</i></b>	<b><i>316,125</i></b>	<b><i>320,556</i></b>



**City Council**

## **CITY COUNCIL**

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

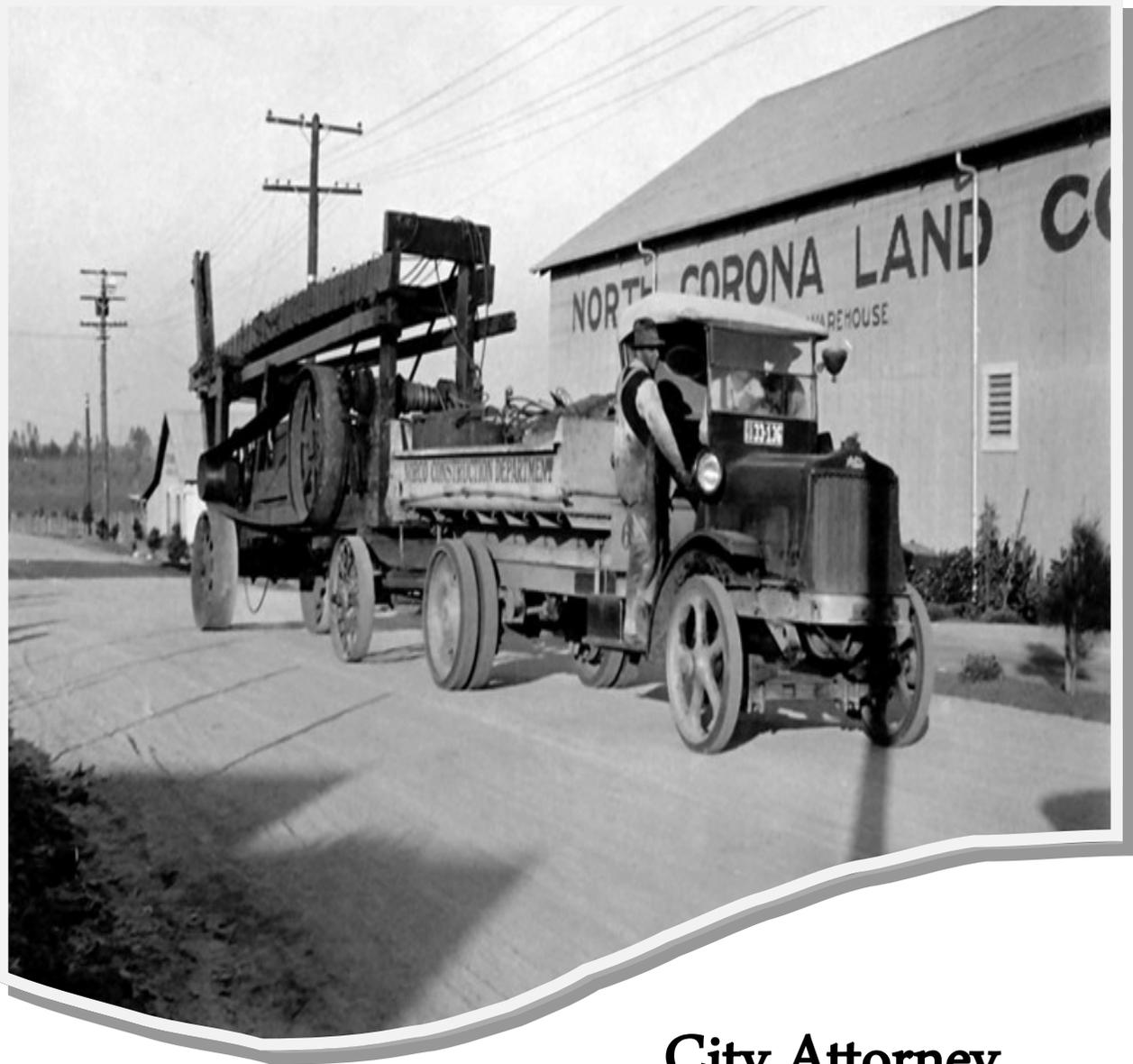
**City of Norco, California  
City Council, Department 701  
Budget Summary By Major Categories**

<b><i>Expenditures:</i></b>	<b><i>FY 2013 Actual</i></b>	<b><i>FY 2014 Amended Budget</i></b>	<b><i>FY 2014 Estimated Year-End Total</i></b>	<b><i>FY 2015 Budget Request</i></b>
Salaries and Benefits	\$ 91,305	\$ 96,124	\$ 91,438	\$ 95,806
Employee Related Expenditures	3,588	3,300	4,037	4,100
Supplies and Services	1,191	1,000	650	650
Maintenance and Rentals	-	-	-	-
Operations and Utilities	205	-	-	-
Contractual and Professional Services	-	-	-	-
Miscellaneous	-	-	-	-
CRA Programs	-	-	-	-
Internal Service Fund Charges	-	-	-	-
Capital Outlay	-	-	-	-
Transfers	-	-	-	-
<b><i>Total Expenditures</i></b>	<b><i>\$ 96,289</i></b>	<b><i>100,424</i></b>	<b><i>96,125</i></b>	<b><i>100,556</i></b>

<b><i>Funding Sources:</i></b>	<b><i>FY 2013 Actual</i></b>	<b><i>FY 2014 Amended Budget</i></b>	<b><i>FY 2014 Estimated Year-End Total</i></b>	<b><i>FY 2015 Budget Request</i></b>
General Fund	\$ 96,289	100,424	96,125	100,556
Water Fund	-	-	-	-
Sewer Fund	-	-	-	-
Gas Tax Fund	-	-	-	-
NPDES Storm Drainage Fund	-	-	-	-
Internal Service Fund	-	-	-	-
<b><i>Total Funding Sources</i></b>	<b><i>\$ 96,289</i></b>	<b><i>100,424</i></b>	<b><i>96,125</i></b>	<b><i>100,556</i></b>

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

<b>Account Number</b>	<b>Account Description</b>	<b>FY 2013 Actual</b>	<b>FY 2014 Amended Budget</b>	<b>FY 2014 Estimated Year-End Total</b>	<b>FY 2015 Budget Request</b>
<b><u>Salaries and Benefits</u></b>					
30100	Salaries, Full Time	\$ 34,374	36,900	33,000	36,900
30200	PERS Retirement	5,930	6,897	6,188	7,618
30205	Employee Group Insurance	50,263	51,592	51,606	50,588
30220	FICA/Medicare Insurance	559	535	479	535
30235	Deferred Compensation	179	200	165	165
	<b>Subtotal - Salaries and Benefits</b>	<b>91,305</b>	<b>96,124</b>	<b>91,438</b>	<b>95,806</b>
<b><u>Employee Related Expenditures</u></b>					
30300	Conferences and Meetings	3,588	3,300	3,200	3,200
30320	Dues, Memberships and Subscriptions	-	-	837	900
	<b>Subtotal - Employee Related</b>	<b>3,588</b>	<b>3,300</b>	<b>4,037</b>	<b>4,100</b>
<b><u>Supplies and Services</u></b>					
30400	Office Supplies	846	500	400	400
30405	Printing & Copies	345	500	250	250
	<b>Subtotal - Supplies and Services</b>	<b>1,191</b>	<b>1,000</b>	<b>650</b>	<b>650</b>
<b><u>Operations and Utilities</u></b>					
33100	Utilities	205	-	-	-
	<b>Subtotal - Operations &amp; Utilities</b>	<b>205</b>	<b>-</b>	<b>-</b>	<b>-</b>
	<b>Total Expenditures</b>	<b>\$ 96,289</b>	<b>100,424</b>	<b>96,125</b>	<b>100,556</b>



**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.

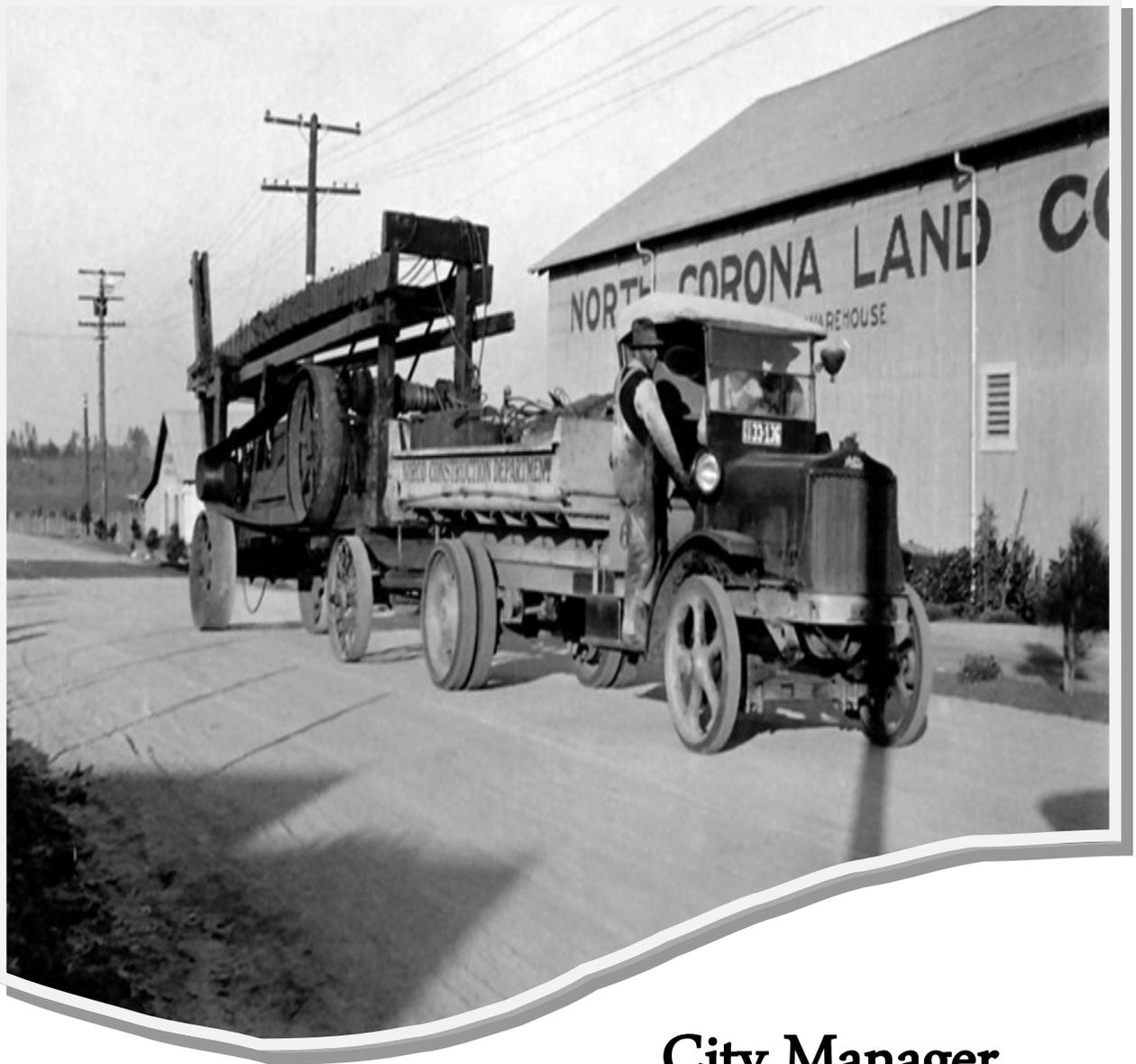
**City of Norco, California**  
**City Attorney, Department 705**  
**Budget Summary By Major Categories**

<b><i>Expenditures:</i></b>	<b><i>FY 2013 Actual</i></b>	<b><i>FY 2014 Amended Budget</i></b>	<b><i>FY 2014 Estimated Year-End Total</i></b>	<b><i>FY 2015 Budget Request</i></b>
Salaries and Benefits	\$ -	-	-	-
Employee Related Expenditures	-	-	-	-
Supplies and Services	-	-	-	-
Maintenance and Rentals	-	-	-	-
Operations and Utilities	-	-	-	-
Contractual and Professional Services	214,071	220,000	220,000	220,000
Miscellaneous	-	-	-	-
CRA Programs	-	-	-	-
Internal Service Fund Charges	-	-	-	-
Capital Outlay	-	-	-	-
Transfers	-	-	-	-
<b><i>Total Expenditures</i></b>	<b><i>\$ 214,071</i></b>	<b><i>220,000</i></b>	<b><i>220,000</i></b>	<b><i>220,000</i></b>

<b><i>Funding Sources:</i></b>	<b><i>FY 2013 Actual</i></b>	<b><i>FY 2014 Amended Budget</i></b>	<b><i>FY 2014 Estimated Year-End Total</i></b>	<b><i>FY 2015 Budget Request</i></b>
General Fund	\$ 214,071	220,000	220,000	220,000
Water Fund	-	-	-	-
Sewer Fund	-	-	-	-
Gas Tax Fund	-	-	-	-
NPDES Storm Drainage Fund	-	-	-	-
Internal Service Fund	-	-	-	-
Redevelopment Funds	-	-	-	-
<b><i>Total Funding Sources</i></b>	<b><i>\$ 214,071</i></b>	<b><i>220,000</i></b>	<b><i>220,000</i></b>	<b><i>220,000</i></b>

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

<b>Account Number</b>	<b>Account Description</b>	<b>FY 2013 Actual</b>	<b>FY 2014 Amended Budget</b>	<b>FY 2014 Estimated Year-End Total</b>	<b>FY 2015 Budget Request</b>
<b><u>Contractual and Professional Services</u></b>					
34100	Contractual Services	\$ 214,071	220,000	220,000	220,000
	<b>Subtotal - Contractual &amp; Professional</b>	<b>214,071</b>	<b>220,000</b>	<b>220,000</b>	<b>220,000</b>
	<b>Total Expenditures</b>	<b>\$ 214,071</b>	<b>220,000</b>	<b>220,000</b>	<b>220,000</b>

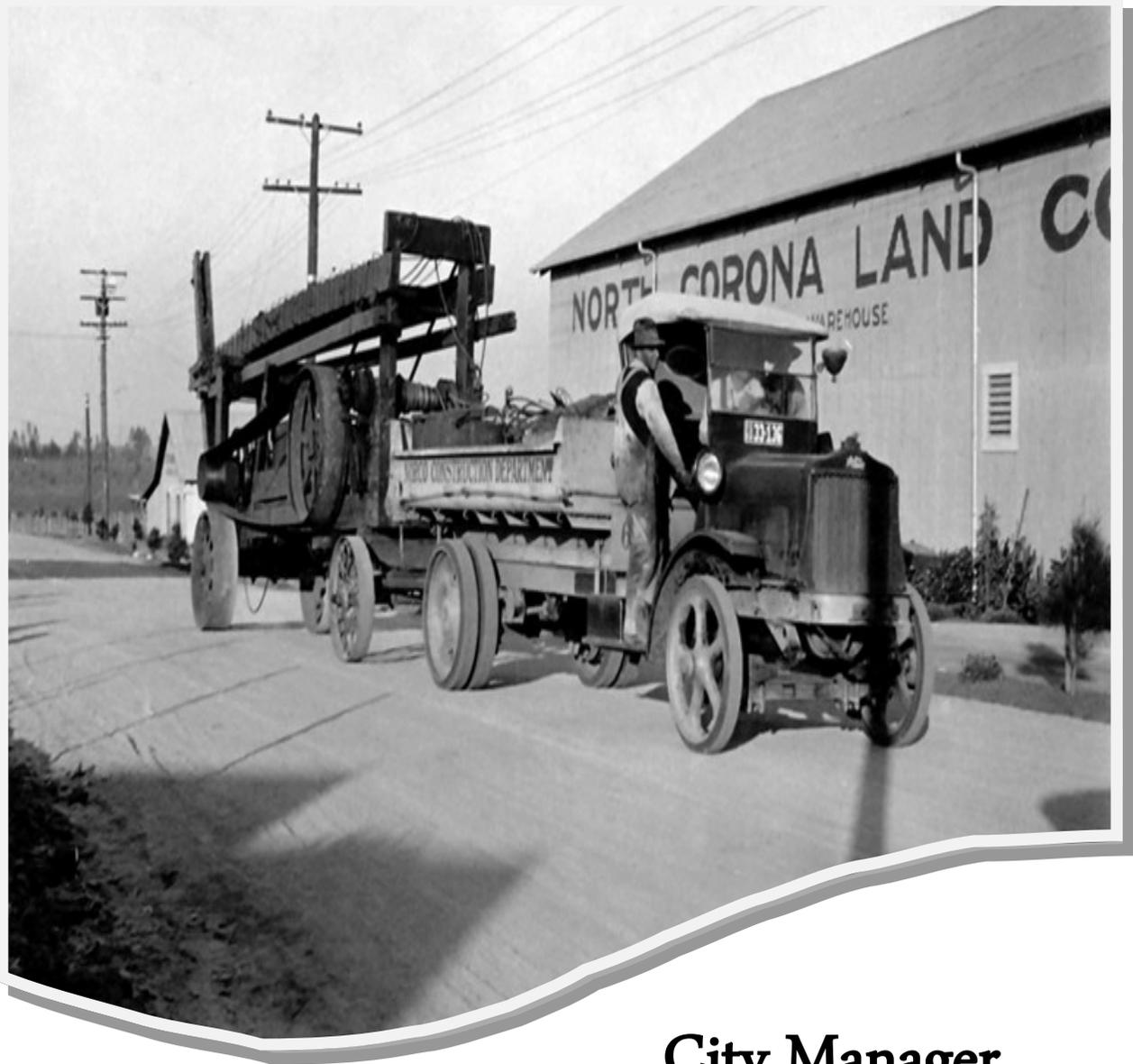


**City Manager  
City Clerk, Planning  
&  
Economic Development**

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

<b><i>Expenditures:</i></b>	<b><i>FY 2013 Actual</i></b>	<b><i>FY 2014 Amended Budget</i></b>	<b><i>FY 2014 Estimated Year-End Total</i></b>	<b><i>FY 2015 Budget Request</i></b>
Salaries and Benefits	\$ 709,530	804,860	571,737	830,609
Employee Related Expenditures	2,363	5,779	5,464	8,329
Supplies and Services	4,821	43,900	45,865	16,100
Maintenance and Rentals	-	-	-	-
Operations and Utilities	1,419	1,500	1,500	1,500
Contractual and Professional Services	81,612	210,289	93,500	190,827
Miscellaneous	1,904	-	1,208	-
CRA Programs	-	-	-	-
Internal Service Fund Charges	61,411	63,700	65,500	72,300
Capital Outlay	-	-	-	-
Transfers Out	-	-	-	-
<b>Total Expenditures</b>	<b>\$ 863,060</b>	<b>1,130,028</b>	<b>784,774</b>	<b>1,119,665</b>

<b><i>Funding Sources:</i></b>	<b><i>FY 2013 Actual</i></b>	<b><i>FY 2014 Amended Budget</i></b>	<b><i>FY 2014 Estimated Year-End Total</i></b>	<b><i>FY 2015 Budget Request</i></b>
General Fund	\$ 818,040	1,130,028	784,774	1,068,061
Water Fund	23,873	-	-	25,802
Sewer Fund	16,662	-	-	25,802
Gas Tax Fund	-	-	-	-
NPDES Storm Drainage Fund	4,485	-	-	-
Internal Service Fund	-	-	-	-
Redevelopment Funds	-	-	-	-
Grant Funds	-	-	-	-
<b>Total Funding Sources</b>	<b>\$ 863,060</b>	<b>1,130,028</b>	<b>784,774</b>	<b>1,119,665</b>



**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.

### **2014-15 Goals & Objectives**

- Effectively implement policy directions of the City Council.
- Provide effective direction and supervision to all City Departments.
- Maintain positive ongoing relationships with other governmental entities and local service clubs.
- Work cooperatively with City Commissions, Ad-Hoc Committees and Advisory Groups to achieve stated City Council objectives.
- Timely recruitment and fill vacant Department Head positions.
- Continue to successfully implement all activities required by law to wind down the activities of the former Norco Community Redevelopment Agency.
- Provide recommendations on ways to balance FY 2015-2016 Operating Budget.
- Work closely with Public Works Department to ensure that at least 75% of all capital projects in the Capital Improvement Program Budget for FY 2014-2015 are completed during the fiscal year; and to finalize the SARI Line transaction between the City, State of California, City of Corona, Navy and Western Municipal Water District.
- Actively participate in community activities and become a member of a service organization such as the Rotary Club or Kiwanis Club.

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

<b><i>Expenditures:</i></b>	<b><i>FY 2013 Actual</i></b>	<b><i>FY 2014 Amended Budget</i></b>	<b><i>FY 2014 Estimated Year-End Total</i></b>	<b><i>FY 2015 Budget Request</i></b>
Salaries and Benefits	\$ 235,573	250,459	32,336	258,026
Employee Related Expenditures	705	3,904	3,904	6,404
Supplies and Services	8	200	100	200
Maintenance and Rentals	-	-	-	-
Operations and Utilities	470	500	500	500
Contractual and Professional Services	-	-	-	25,000
Miscellaneous	-	-	-	-
CRA Programs	-	-	-	-
Internal Service Fund Charges	10,300	10,600	10,600	10,800
Capital Outlay	-	-	-	-
Transfers	-	-	-	-
<b><i>Total Expenditures</i></b>	<b><i>\$ 247,056</i></b>	<b><i>265,663</i></b>	<b><i>47,440</i></b>	<b><i>300,930</i></b>

<b><i>Funding Sources:</i></b>	<b><i>FY 2013 Actual</i></b>	<b><i>FY 2014 Amended Budget</i></b>	<b><i>FY 2014 Estimated Year-End Total</i></b>	<b><i>FY 2015 Budget Request</i></b>
General Fund	\$ 247,056	265,663	47,440	249,326
Water Fund	-	-	-	25,802
Sewer Fund	-	-	-	25,802
Gas Tax Fund	-	-	-	-
NPDES Storm Drainage Fund	-	-	-	-
Internal Service Fund	-	-	-	-
Miscellaneous Grants	-	-	-	-
<b><i>Total Funding Sources</i></b>	<b><i>\$ 247,056</i></b>	<b><i>265,663</i></b>	<b><i>47,440</i></b>	<b><i>300,930</i></b>

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

<b>Account Number</b>	<b>Account Description</b>	<b>FY 2013 Actual</b>	<b>FY 2014 Amended Budget</b>	<b>FY 2014 Estimated Year-End Total</b>	<b>FY 2015 Budget Request</b>
<b><u>Salaries and Benefits</u></b>					
30100	Salaries, Full Time	\$ 162,985	168,681	25,945	139,657
30200	PERS Retirement	41,665	46,159	4,131	41,628
30205	Employee Group Insurance	16,278	15,865	1,250	12,712
30210	Vehicle Allowance	6,000	6,000	375	4,800
30215	Medical Savings Account	300	300	17	240
30220	FICA/Medicare Insurance	2,416	2,446	376	2,025
30225	Sick leave buy back	1,741	2,000	-	1,600
30230	Annual Vacation Cash Out	-	4,700	-	3,760
30235	Deferred Compensation	4,188	4,308	242	-
	<b>Subtotal - Salaries and Benefits</b>	<b>235,573</b>	<b>250,459</b>	<b>32,336</b>	<b>206,422</b>
<b><u>Employee Related Expenditures</u></b>					
30300	Conferences and Meetings	705	2,500	2,500	4,000
30320	Dues, Memberships and Subscriptions	-	1,404	1,404	2,404
	<b>Subtotal - Employee Related</b>	<b>705</b>	<b>3,904</b>	<b>3,904</b>	<b>6,404</b>
<b><u>Supplies and Services</u></b>					
30400	Office Supplies	8	100	-	-
30405	Printing & Copies	-	100	100	200
	<b>Subtotal - Supplies and Services</b>	<b>8</b>	<b>200</b>	<b>100</b>	<b>200</b>
<b><u>Operations and Utilities</u></b>					
33100	Utilities	470	500	500	500
	<b>Subtotal - Operations &amp; Utilities</b>	<b>470</b>	<b>500</b>	<b>500</b>	<b>500</b>
<b><u>Contractual and Professional Services</u></b>					
34105	Other Professional Services	-	-	-	25,000
	<b>Subtotal - Contractual &amp; Professional</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>25,000</b>
<b><u>Internal Service Fund Charges</u></b>					
42110	Computing and Comm. Equip Replacement	1,400	1,300	1,300	1,400
42115	Computing and Communications Operations	8,900	9,300	9,300	9,400
	<b>Subtotal - Internal Service Charges</b>	<b>10,300</b>	<b>10,600</b>	<b>10,600</b>	<b>10,800</b>
	<b>Total Expenditures</b>	<b>\$ 247,056</b>	<b>265,663</b>	<b>47,440</b>	<b>249,326</b>

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

<b>Account Number</b>	<b>Account Description</b>	<b>FY 2013 Actual</b>	<b>FY 2014 Amended Budget</b>	<b>FY 2014 Estimated Year-End Total</b>	<b>FY 2015 Budget Request</b>
<b><u>Salaries and Benefits</u></b>					
30100	Salaries, Full Time	\$ -	-	-	17,457
30200	PERS Retirement	-	-	-	5,203
30205	Employee Group Insurance	-	-	-	1,589
30210	Vehicle Allowance	-	-	-	600
30215	Medical Savings Account	-	-	-	30
30220	FICA/Medicare Insurance	-	-	-	253
30225	Sick leave buy back	-	-	-	200
30230	Annual Vacation Cash Out	-	-	-	470
	<b>Subtotal - Salaries and Benefits</b>	<b>\$ -</b>	<b>-</b>	<b>-</b>	<b>25,802</b>

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

<b>Account Number</b>	<b>Account Description</b>	<b>FY 2013 Actual</b>	<b>FY 2014 Amended Budget</b>	<b>FY 2014 Estimated Year-End Total</b>	<b>FY 2015 Budget Request</b>
<b><u>Salaries and Benefits</u></b>					
30100	Salaries, Full Time	\$ -	-	-	17,457
30200	PERS Retirement	-	-	-	5,203
30205	Employee Group Insurance	-	-	-	1,589
30210	Vehicle Allowance	-	-	-	600
30215	Medical Savings Account	-	-	-	30
30220	FICA/Medicare Insurance	-	-	-	253
30225	Sick leave buy back	-	-	-	200
30230	Annual Vacation Cash Out	-	-	-	470
	<b>Subtotal - Salaries and Benefits</b>	<b>\$ -</b>	<b>-</b>	<b>-</b>	<b>25,802</b>



**City Clerk**

## **CITY CLERK**

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

### **2014-15 Goals and Objectives**

- Assist the City Manager in coordinating and facilitating the functions of the City's Administrative offices.
- Work as part of a "team" to provide leadership and administrative support.
- Maintain the City's records system to enable quick response to public records requests.
- Promote voter participation through community education.
- Coordinate efforts to provide City Council agenda packets in a usable and functional electronic format available to the community.
- Provide and promote quality customer service.
- Encourage public engagement through the decision making process of the City.
- Continue to review local, state, and federal legislation as it relates to all the operations and functions of the City of Norco.

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

<b><i>Expenditures:</i></b>		<b><i>FY 2013 Actual</i></b>	<b><i>FY 2014 Amended Budget</i></b>	<b><i>FY 2014 Estimated Year-End Total</i></b>	<b><i>FY 2015 Budget Request</i></b>
Salaries and Benefits	\$	191,004	206,761	197,259	216,882
Employee Related Expenditures		468	790	450	790
Supplies and Services		2,722	39,900	43,367	3,235
Maintenance and Rentals		-	-	-	-
Operations and Utilities		-	-	-	-
Contractual and Professional Services		2,551	5,000	5,000	4,925
Miscellaneous		-	-	-	-
CRA Programs		-	-	-	-
Internal Service Fund Charges		15,500	15,900	16,000	16,300
Capital Outlay		-	-	-	-
Transfers		-	-	-	-
<b><i>Total Expenditures</i></b>	<b>\$</b>	<b>212,245</b>	<b>268,351</b>	<b>262,076</b>	<b>242,132</b>

<b><i>Funding Sources:</i></b>		<b><i>FY 2013 Actual</i></b>	<b><i>FY 2014 Amended Budget</i></b>	<b><i>FY 2014 Estimated Year-End Total</i></b>	<b><i>FY 2015 Budget Request</i></b>
General Fund	\$	212,245	268,351	262,076	242,132
Water Fund		-	-	-	-
Sewer Fund		-	-	-	-
Gas Tax Fund		-	-	-	-
NPDES Storm Drainage Fund		-	-	-	-
Internal Service Fund		-	-	-	-
<b><i>Total Funding Sources</i></b>	<b>\$</b>	<b>212,245</b>	<b>268,351</b>	<b>262,076</b>	<b>242,132</b>

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

<b>Account Number Account Description</b>	<b>FY 2013 Actual</b>	<b>FY 2014 Amended Budget</b>	<b>FY 2014 Estimated Year-End Total</b>	<b>FY 2015 Budget Request</b>
<b><u>Salaries and Benefits</u></b>				
30100 Salaries, Full Time	\$ 127,568	132,027	132,030	134,140
30105 Salaries, Part Time	-	4,544	-	13,000
30200 PERS Retirement	32,650	36,129	36,174	39,983
30205 Employee Group Insurance	19,743	20,667	20,189	20,200
30210 Vehicle Allowance	4,800	4,800	4,700	4,800
30215 Medical Savings Account	300	300	549	300
30220 FICA/Medicare Insurance	2,032	1,980	1,914	2,134
30225 Sick leave buy back	1,952	2,000	1,703	700
30230 Annual Vacation Cash Out	1,504	3,400	-	500
30235 Deferred Compensation	-	114	-	325
30255 Tuition Reimbursement	455	800	-	800
<b>Subtotal - Salaries and Benefits</b>	191,004	206,761	197,259	216,882
<b><u>Employee Related Expenditures</u></b>				
30320 Dues, Memberships and Subscriptions	468	790	450	790
<b>Subtotal - Employee Related</b>	468	790	450	790
<b><u>Supplies and Services</u></b>				
30400 Office Supplies	495	500	500	485
30405 Printing & Copies	-	200	150	150
30410 Postage	100	200	100	100
30445 Legal Advertising	2,127	2,500	2,500	2,500
30455 Election	-	36,500	40,117	-
<b>Subtotal - Supplies and Services</b>	2,722	39,900	43,367	3,235
<b><u>Contractual and Professional Services</u></b>				
34100 Contractual Services	2,551	5,000	5,000	4,925
<b>Subtotal - Contractual &amp; Professional</b>	2,551	5,000	5,000	4,925
<b><u>Internal Service Fund Charges</u></b>				
42110 Computing and Comm. Equip Replacement	2,100	2,000	2,100	2,100
42115 Computing and Communications Operations	13,400	13,900	13,900	14,200
<b>Subtotal - Internal Service Charges</b>	15,500	15,900	16,000	16,300
<b>Total Expenditures</b>	\$ 212,245	268,351	262,076	242,132



## Planning Division

## **PLANNING DIVISION 750**

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

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

### **2014-15 Goals & Objectives**

- Work with Engineering/Public Works to see if there are funds that can be used to update the Circulation Element of the General Plan.
- Work with the Riverside Community College District to jointly fund (pending a City revenue source) a circulation study/environmental analysis to investigate access points into the college campus.
- Finish the update to the noise element of the General Plan.
- Revamp the public information process for what signs are legal versus illegal, what signs need permits, and how to avoid citations.
- Finish the update and revision of the C-4 zone (Sixth Street).
- Work with Economic Development and property owners to find development opportunities for tourist-oriented hospitality uses.
- Establish a database for eventual inclusion in a GIS program for quick-reference research of all existing project approvals.

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

<b><i>Expenditures:</i></b>	<b><i>FY 2013 Actual</i></b>	<b><i>FY 2014 Amended Budget</i></b>	<b><i>FY 2014 Estimated Year-End Total</i></b>	<b><i>FY 2015 Budget Request</i></b>
Salaries and Benefits	\$ 257,420	\$ 277,081	\$ 272,697	\$ 289,555
Employee Related Expenditures	870	885	910	910
Supplies and Services	2,026	3,800	1,987	2,000
Maintenance and Rentals	-	-	-	-
Operations and Utilities	479	500	500	500
Contractual and Professional Services	-	40,000	-	-
Miscellaneous	-	-	-	-
CRA Programs	-	-	-	-
Internal Service Fund Charges	20,500	26,100	26,100	32,100
Capital Outlay	-	-	-	-
Transfers	-	-	-	-
<b><i>Total Expenditures</i></b>	<b><i>\$ 281,295</i></b>	<b><i>348,366</i></b>	<b><i>302,194</i></b>	<b><i>325,065</i></b>

<b><i>Funding Sources:</i></b>	<b><i>FY 2013 Actual</i></b>	<b><i>FY 2014 Amended Budget</i></b>	<b><i>FY 2014 Estimated Year-End Total</i></b>	<b><i>FY 2015 Budget Request</i></b>
General Fund	\$ 236,275	348,366	302,194	\$ 325,065
Water Fund	23,873	-	-	-
Sewer Fund	16,662	-	-	-
Gas Tax Fund	-	-	-	-
NPDES Storm Drainage Fund	4,485	-	-	-
Internal Service Fund	-	-	-	-
<b><i>Total Funding Sources</i></b>	<b><i>\$ 281,295</i></b>	<b><i>348,366</i></b>	<b><i>302,194</i></b>	<b><i>325,065</i></b>

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

<b>Account Number Account Description</b>	<b>FY 2013 Actual</b>	<b>FY 2014 Amended Budget</b>	<b>FY 2014 Estimated Year-End Total</b>	<b>FY 2015 Budget Request</b>
<b><u>Salaries and Benefits</u></b>				
30100 Salaries, Full Time	\$ 143,887	178,556	173,620	181,413
30105 Salaries, Part Time	2,875	13,483	12,300	15,480
30200 PERS Retirement	36,783	48,862	47,572	54,074
30205 Employee Group Insurance	19,035	22,880	22,888	22,007
30210 Vehicle Allowance	3,600	4,800	4,700	4,800
30215 Medical Savings Account	465	540	545	540
30220 FICA/Medicare Insurance	2,187	2,785	2,696	2,854
30225 Sick leave buy back	2,453	1,500	3,085	3,000
30230 Annual Vacation Cash Out	1,043	3,000	4,984	5,000
30235 Deferred Compensation	72	675	308	387
<b>Subtotal - Salaries and Benefits</b>	<b>212,400</b>	<b>277,081</b>	<b>272,697</b>	<b>289,555</b>
<b><u>Employee Related Expenditures</u></b>				
30320 Dues, Memberships and Subscriptions	870	885	910	910
<b>Subtotal - Employee Related</b>	<b>870</b>	<b>885</b>	<b>910</b>	<b>910</b>
<b><u>Supplies and Services</u></b>				
30400 Office Supplies	505	400	437	400
30415 Special Departmental	151	400	350	400
30445 Legal Advertising	1,370	3,000	1,200	1,200
<b>Subtotal - Supplies and Services</b>	<b>2,026</b>	<b>3,800</b>	<b>1,987</b>	<b>2,000</b>
<b><u>Operations and Utilities</u></b>				
33100 Utilities	479	500	500	500
<b>Subtotal - Operations &amp; Utilities</b>	<b>479</b>	<b>500</b>	<b>500</b>	<b>500</b>
<b><u>Contractual and Professional Services</u></b>				
34100 Contractual Services	-	40,000	-	-
<b>Subtotal - Contractual &amp; Professional</b>	<b>-</b>	<b>40,000</b>	<b>-</b>	<b>-</b>
<b><u>Internal Service Fund Charges</u></b>				
42110 Computing and Comm. Equip Replacement	2,600	3,000	3,000	3,800
42115 Computing and Communications Operations	17,900	23,100	23,100	28,300
<b>Subtotal - Internal Service Charges</b>	<b>20,500</b>	<b>26,100</b>	<b>26,100</b>	<b>32,100</b>
<b>Total Expenditures</b>	<b>\$ 236,275</b>	<b>348,366</b>	<b>302,194</b>	<b>325,065</b>

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

<b>Account</b>			<b>FY 2014</b>	<b>FY 2014</b>	<b>FY 2015</b>
<b>Number</b>	<b>Department-Generated Revenues</b>	<b>FY 2013</b>	<b>Amended</b>	<b>Estimated</b>	<b>Budget</b>
		<b>Actual</b>	<b>Budget</b>	<b>Year-End</b>	<b>Request</b>
				<b>Total</b>	
55100	Conditional Use Permit (Major/Minor)	\$ 34,420	25,230	39,920	16,347
55105	Site Plan (Major/Minor)	12,978	7,774	16,682	7,774
55110	Variance (Major/Minor)	2,720	-	8,611	-
55120	Tentative Tract Map	-	-	29,106	11,047
55125	Tentative Parcel Map	6,256	-	-	5,699
55130	Specific Plan Review	-	-	-	12,642
55140	Modifications	-	-	388	-
55145	Zone Change	-	-	5,374	-
55150	General Plan Amendment	5,922	-	-	-
55155	Sign Review	5,858	4,248	5,472	3,405
55160	Entertainment Permit	-	-	160	-
55165	Special Use Permit	1,813	-	92	-
55170	Special Event Permit	4,273	3,760	1,600	1,320
55180	Large Family Day Care Permit	-	-	1,244	-
55195	Publications	2,800	2,500	500	2,500
55200	ABC Letter	-	142	-	142
55205	Information Letter	964	575	480	575
55210	Architecture Review	1,280	630	1,811	315
55220	Environmental Assessment	987	-	11,507	14,164
55235	Landscape Plan Check Review	565	854	446	427
55265	Appeal	1,101	1,743	810	90
	<b>Total Revenues</b>	<b>\$ 81,937</b>	<b>47,456</b>	<b>124,203</b>	<b>76,447</b>

**City of Norco, California**  
**Planning Division 750, Water Fund 124**  
**Budget Detail By Line Item**

<b>Account Number</b>	<b>Account Description</b>	<b>FY 2013 Actual</b>	<b>FY 2014 Amended Budget</b>	<b>FY 2014 Estimated Year-End Total</b>	<b>FY 2015 Budget Request</b>
<b><u>Salaries and Benefits</u></b>					
30100	Salaries, Full Time	\$ 14,320	-	-	-
30105	Salaries, Part Time	2,157	-	-	-
30200	PERS Retirement	3,661	-	-	-
30205	Employee Group Insurance	2,442	-	-	-
30210	Vehicle Allowance	720	-	-	-
30215	Medical Savings Account	45	-	-	-
30220	FICA/Medicare Insurance	244	-	-	-
30225	Sick leave buy back	230	-	-	-
30235	Deferred Compensation	54	-	-	-
	<b>Subtotal - Salaries and Benefits</b>	<b>\$ 23,873</b>	<b>-</b>	<b>-</b>	<b>-</b>

**City of Norco, California**  
**Planning Division 750, Sewer Fund 126**  
**Budget Detail By Line Item**

<b>Account Number</b>	<b>Account Description</b>	<b>FY 2013 Actual</b>	<b>FY 2014 Amended Budget</b>	<b>FY 2014 Estimated Year-End Total</b>	<b>FY 2015 Budget Request</b>
<b><u>Salaries and Benefits</u></b>					
30100	Salaries, Full Time	\$ 9,546	-	-	-
30105	Salaries, Part Time	2,157	-	-	-
30200	PERS Retirement	2,440	-	-	-
30205	Employee Group Insurance	1,628	-	-	-
30210	Vehicle Allowance	480	-	-	-
30215	Medical Savings Account	30	-	-	-
30220	FICA/Medicare Insurance	173	-	-	-
30225	Sick leave buy back	154	-	-	-
30235	Deferred Compensation	54	-	-	-
	<b>Subtotal - Salaries and Benefits</b>	<b>\$ 16,662</b>	<b>-</b>	<b>-</b>	<b>-</b>

**City of Norco, California**  
**Planning Division 750, NPDES Fund 139**  
**Budget Detail By Line Item**

<b>Account Number</b>	<b>Account Description</b>	<b>FY 2013 Actual</b>	<b>FY 2014 Amended Budget</b>	<b>FY 2014 Estimated Year-End Total</b>	<b>FY 2015 Budget Request</b>
<b><u>Salaries and Benefits</u></b>					
30105	Salaries, Part Time	\$ 4,314	-	-	-
30220	FICA/Medicare Insurance	63	-	-	-
30235	Deferred Compensation	108	-	-	-
	<b>Subtotal - Salaries and Benefits</b>	<b>\$ 4,485</b>	<b>-</b>	<b>-</b>	<b>-</b>



## 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.

### **2014-15 Goals & Objectives**

- Prepare new, and update existing first contact reminder notices to better define what is allowed and what is a violation of the Code section in question.
- Do more trail parking violation enforcement.
- Better transmission of enforcement action, accomplishments to the City Manager and City Council.
- Take more of the non-compliant, and difficult cases for action by the City Prosecutor.
- Continue illegal sign enforcement.

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

<b>Expenditures:</b>	<b>FY 2013 Actual</b>	<b>FY 2014 Amended Budget</b>	<b>FY 2014 Estimated Year-End Total</b>	<b>FY 2015 Budget Request</b>
Salaries and Benefits	\$ 24,961	68,754	68,282	65,002
Employee Related Expenditures	-	-	-	-
Supplies and Services	-	-	411	415
Maintenance and Rentals	-	-	-	-
Operations and Utilities	470	500	500	500
Contractual and Professional Services	10,878	100,789	25,000	50,000
Miscellaneous	-	-	-	-
CRA Programs	-	-	-	-
Internal Service Fund Charges	9,911	500	2,200	2,400
Capital Outlay	-	-	-	-
Transfers	-	-	-	-
<b>Total Expenditures</b>	<b>\$ 46,220</b>	<b>170,543</b>	<b>96,393</b>	<b>118,317</b>

<b>Funding Sources:</b>	<b>FY 2013 Actual</b>	<b>FY 2014 Amended Budget</b>	<b>FY 2014 Estimated Year-End Total</b>	<b>FY 2015 Budget Request</b>
General Fund	\$ 46,220	170,543	96,393	118,317
Water Fund	-	-	-	-
Sewer Fund	-	-	-	-
Gas Tax Fund	-	-	-	-
NPDES Storm Drainage Fund	-	-	-	-
Internal Service Fund	-	-	-	-
Redevelopment Funds	-	-	-	-
<b>Total Funding Sources</b>	<b>\$ 46,220</b>	<b>170,543</b>	<b>96,393</b>	<b>118,317</b>

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

<b>Account Number</b>	<b>Account Description</b>	<b>FY 2013 Actual</b>	<b>FY 2014 Amended Budget</b>	<b>FY 2014 Estimated Year-End Total</b>	<b>FY 2015 Budget Request</b>
<b><u>Salaries and Benefits</u></b>					
30100	Salaries, Full Time	\$ -	32,491	32,042	54,307
30105	Salaries, Part Time	24,013	28,420	28,500	-
30200	PERS Retirement	-	2,031	1,998	3,394
30205	Employee Group Insurance	-	4,218	4,152	6,514
30220	FICA/Medicare Insurance	348	883	878	787
30235	Deferred Compensation	600	711	713	-
	<b>Subtotal - Salaries and Benefits</b>	<b>24,961</b>	<b>68,754</b>	<b>68,282</b>	<b>65,002</b>
<b><u>Supplies and Services</u></b>					
30400	Office Supplies	-	-	65	65
30415	Special Departmental	-	-	346	350
	<b>Subtotal - Supplies and Services</b>	<b>-</b>	<b>-</b>	<b>411</b>	<b>415</b>
<b><u>Operations and Utilities</u></b>					
33100	Utilities	470	500	500	500
	<b>Subtotal - Operations &amp; Utilities</b>	<b>470</b>	<b>500</b>	<b>500</b>	<b>500</b>
<b><u>Contractual and Professional Services</u></b>					
34100	Contractual Services	10,878	100,789	25,000	50,000
	<b>Subtotal - Contractual &amp; Professional</b>	<b>10,878</b>	<b>100,789</b>	<b>25,000</b>	<b>50,000</b>
<b><u>Internal Service Fund Charges</u></b>					
42100	Vehicle Operations and Maintenance	541	500	2,200	2,400
42105	Vehicle Replacement Charges	9,370	-	-	-
	<b>Subtotal - Internal Service Charges</b>	<b>9,911</b>	<b>500</b>	<b>2,200</b>	<b>2,400</b>
	<b>Total Expenditures</b>	<b>\$ 46,220</b>	<b>170,543</b>	<b>96,393</b>	<b>118,317</b>

<b>Account Number</b>	<b>Department-Generated Revenues</b>	<b>FY 2013 Actual</b>	<b>FY 2014 Amended Budget</b>	<b>FY 2014 Estimated Year-End Total</b>	<b>FY 2015 Budget Request</b>
53520	Abandon Vehicle Abatement	\$ 4,369	-	-	-
	<b>Total Revenues</b>	<b>\$ 4,369</b>	<b>-</b>	<b>-</b>	<b>-</b>



## Economic Development

# **Economic Development**

## **2014-15 Goals & Objectives**

- Develop a comprehensive economic development strategy for business attraction and retention.
- Implement economic development strategies that increase municipal revenues and diversify the local tax base.
- Aggressively implement “Destination: Norco,” a strategy of attracting tourists to Horsetown USA.
- Establish a Tourism Marketing Fund to promote Norco and its visitor attractions.
- Finalize plans for one or more electronic message boards to publicize local events to residents and visitors.
- Assist the Historic Preservation Commission with its efforts, making preservation an asset, not an obstacle, to future economic development.
- Ensure the Economic Development Advisory Council (EDAC) continues to emerge as a proactive partner for future economic development efforts.
- Assist local businesses with efforts to streamline and expand their operations.
- Reach out to appropriate industries, marketing the City of Norco as a strategic, cost-effective place to conduct business.
- Create new content for the City website, for both general economic development and “Destination: Norco.”

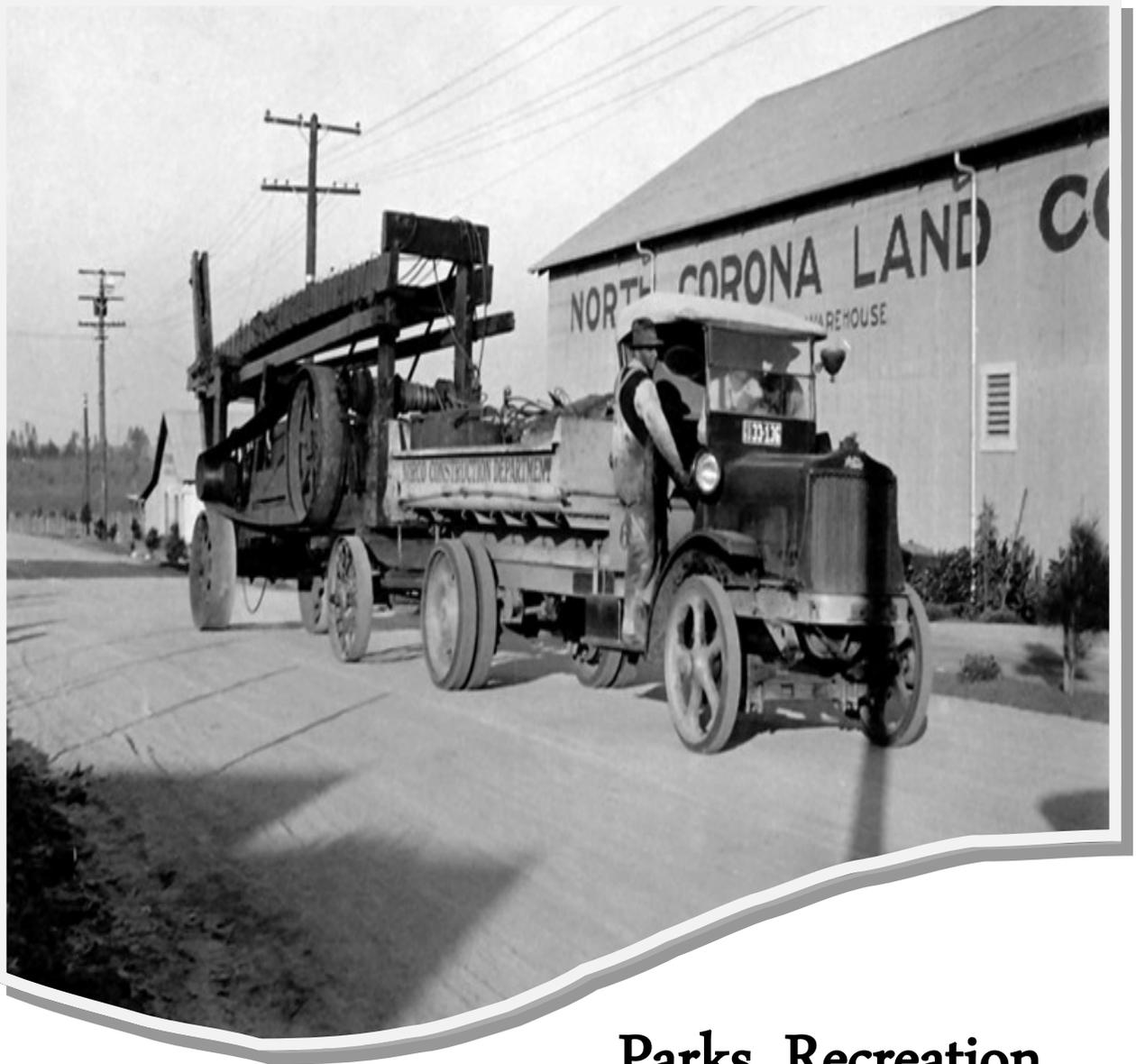
**City of Norco, California**  
**Economic Development, Department 745**  
**Budget Summary By Major Categories**

<b><i>Expenditures:</i></b>	<b><i>FY 2013 Actual</i></b>	<b><i>FY 2014 Amended Budget</i></b>	<b><i>FY 2014 Estimated Year-End Total</i></b>	<b><i>FY 2015 Budget Request</i></b>
Salaries and Benefits	\$ 572	1,805	1,161	1,144
Employee Related Expenditures	320	200	200	225
Supplies and Services	65	-	-	10,250
Maintenance and Rentals	-	-	-	-
Operations and Utilities	-	-	-	-
Contractual and Professional Services	68,183	64,500	63,500	110,902
Miscellaneous	1,904	-	1,208	-
CRA Programs	-	-	-	-
Internal Service Fund Charges	5,200	10,600	10,600	10,700
Capital Outlay	-	-	-	-
Transfers	-	-	-	-
<b><i>Total Expenditures</i></b>	<b><i>\$ 76,244</i></b>	<b><i>77,105</i></b>	<b><i>76,670</i></b>	<b><i>133,221</i></b>

<b><i>Funding Sources:</i></b>	<b><i>FY 2013 Actual</i></b>	<b><i>FY 2014 Amended Budget</i></b>	<b><i>FY 2014 Estimated Year-End Total</i></b>	<b><i>FY 2015 Budget Request</i></b>
General Fund	\$ 76,244	77,105	76,670	133,221
Water Fund	-	-	-	-
Sewer Fund	-	-	-	-
Gas Tax Fund	-	-	-	-
NPDES Storm Drainage Fund	-	-	-	-
Internal Service Fund	-	-	-	-
Redevelopment Funds	-	-	-	-
<b><i>Total Funding Sources</i></b>	<b><i>\$ 76,244</i></b>	<b><i>77,105</i></b>	<b><i>76,670</i></b>	<b><i>133,221</i></b>

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

<b>Account Number</b>	<b>Account Description</b>	<b>FY 2013 Actual</b>	<b>FY 2014 Amended Budget</b>	<b>FY 2014 Estimated Year-End Total</b>	<b>FY 2015 Budget Request</b>
<b><u>Salaries and Benefits</u></b>					
30105	Salaries, Part Time	\$ 550	1,700	1,100	1,100
30205	Employee Group Insurance	-	-	18	-
30220	FICA/Medicare Insurance	8	62	16	16
30235	Deferred Compensation	14	43	28	28
	<b>Subtotal - Salaries and Benefits</b>	<b>572</b>	<b>1,805</b>	<b>1,161</b>	<b>1,144</b>
<b><u>Employee Related Expenditures</u></b>					
30320	Dues, Memberships and Subscriptions	320	200	200	225
	<b>Subtotal - Employee Related</b>	<b>320</b>	<b>200</b>	<b>200</b>	<b>225</b>
<b><u>Supplies and Services</u></b>					
30400	Office Supplies	65	-	-	10,250
	<b>Subtotal - Supplies and Services</b>	<b>65</b>	<b>-</b>	<b>-</b>	<b>10,250</b>
<b><u>Contractual and Professional Services</u></b>					
34100	Contractual Services	57,469	56,000	55,000	57,902
34105	Other Professional Services	3,214	8,500	8,500	53,000
34125	Accounting & Auditing	7,500	-	-	-
	<b>Subtotal - Contractual &amp; Professional</b>	<b>68,183</b>	<b>64,500</b>	<b>63,500</b>	<b>110,902</b>
<b><u>Miscellaneous</u></b>					
35311	Sixth Street Banner Program	1,904	-	1,208	-
	<b>Subtotal - Miscellaneous</b>	<b>1,904</b>	<b>-</b>	<b>1,208</b>	<b>-</b>
<b><u>Internal Service Fund Charges</u></b>					
42110	Computing and Comm. Equip Replacement	700	1,300	1,300	1,300
42115	Computing and Communications Operations	4,500	9,300	9,300	9,400
	<b>Subtotal - Internal Service Charges</b>	<b>5,200</b>	<b>10,600</b>	<b>10,600</b>	<b>10,700</b>
	<b>Total Expenditures</b>	<b>\$ 76,244</b>	<b>77,105</b>	<b>76,670</b>	<b>133,221</b>



**Parks, Recreation  
Community Services  
&  
Animal Control**

## **PARKS, RECREATION & COMMUNITY SERVICES**

The Parks, Recreation & Community Services Department consists of six divisions, Recreation & Community Services, Youth & Teens, Parks, Senior Citizens, Buildings and Animal Control/Equestrian Services.

The Department runs its operations seven days a week and serves over several thousand patrons weekly. The Department maintains approximately 900 acres of passive and active parkland and open space 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.

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 well-being of all animals in the community and to sponsor the adoption and placement for animals within our care.

### **2014-15 Goals and Objectives**

- Coordinate to support the development and implementation of programming needs at the Silverlakes property.
- Continue implementation of the five-year business plan for the George Ingalls Equestrian Event Center towards 75% of full recovery of costs.
- Continue to seek grant funds for lighting and irrigation for Wayne Makin fields and other infrastructure needs of the city.
- Continue to construct lighting project and electrical build-out as well as landscaping for Phase 2 at the George Ingalls Equestrian Event Center. Look for new funding to complete the Master Plan infrastructure needs including landscape.

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

<b>Expenditures:</b>	<b>FY 2013 Actual</b>	<b>FY 2014 Amended Budget</b>	<b>FY 2014 Estimated Year-End Total</b>	<b>FY 2015 Budget Request</b>
Salaries and Benefits	\$ 1,383,686	1,554,942	1,497,872	1,563,508
Employee Related Expenditures	10,926	20,592	18,144	14,686
Supplies and Services	84,064	88,001	94,275	91,644
Maintenance and Rentals	106,721	79,881	85,187	80,531
Operations and Utilities	252,586	321,415	314,775	307,860
Contractual and Professional Services	684,691	692,994	717,658	745,375
Miscellaneous	5,600	4,800	4,800	4,800
CRA Programs	-	-	-	-
Internal Service Fund Charges	210,748	255,932	256,390	277,260
Capital Outlay	39,064	160,559	96,322	150,497
Transfers Out	13,509	17,250	17,250	12,069
<b>Total Expenditures</b>	<b>\$ 2,791,595</b>	<b>3,196,366</b>	<b>3,102,673</b>	<b>3,248,230</b>

<b>Funding Sources:</b>	<b>FY 2013 Actual</b>	<b>FY 2014 Amended Budget</b>	<b>FY 2014 Estimated Year-End Total</b>	<b>FY 2015 Budget Request</b>
General Fund	\$ 2,708,086	2,985,456	2,955,982	3,038,046
Water Fund	-	-	-	-
Sewer Fund	-	-	-	-
Gas Tax Fund	-	-	-	-
NPDES Storm Drainage Fund	-	-	-	-
Internal Service Fund	-	-	-	-
Redevelopment Funds	-	-	-	-
Grant Funds	83,509	210,910	146,691	210,184
<b>Total Funding Sources</b>	<b>\$ 2,791,595</b>	<b>3,196,366</b>	<b>3,102,673</b>	<b>3,248,230</b>



**Recreation**

## **PARKS, RECREATION and COMMUNITY SERVICES**

### Recreation Division 730

This Division is responsible for building a strong community through its belief that, “We Create Community through People, Parks, Trails and Programs” and Parks Make Life Better.<sup>SM</sup> By providing a safe space to play and learn, the Division fosters human development, focusing on young adolescents through senior citizens. Through active participation, we provide recreational experiences which promote health and wellness and increase cultural unity. They speak to the assets of the department, the strengths of the staff and the value of the programs the Department provides. 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, aquatics, and a variety of recreation and leisure classes. Special events such as the Concerts in the Park, National Day of the American Cowboy, Breakfast with Santa and Volunteer Appreciation Day bring individuals together and unite in cultural and community celebration. Strong volunteer efforts positively impact the success of the Division and are utilized for support in many endeavors throughout the Department. The Recreation Division also coordinates the efforts of various local non-profit youth sports organizations and the use and rental of City facilities.

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

<b><i>Expenditures:</i></b>	<b><i>FY 2013 Actual</i></b>	<b><i>FY 2014 Amended Budget</i></b>	<b><i>FY 2014 Estimated Year-End Total</i></b>	<b><i>FY 2015 Budget Request</i></b>
Salaries and Benefits	\$ 446,945	501,191	488,996	498,147
Employee Related Expenditures	1,201	1,095	1,089	1,109
Supplies and Services	18,988	20,665	24,461	19,198
Maintenance and Rentals	3,139	1,200	2,389	1,200
Operations and Utilities	63,752	69,780	62,223	63,360
Contractual and Professional Services	124,893	86,175	53,259	59,571
Miscellaneous	-	-	-	-
CRA Programs	-	-	-	-
Internal Service Fund Charges	59,001	59,800	59,800	71,001
Capital Outlay	1,929	-	3,500	13,000
Transfers	-	-	-	-
<b><i>Total Expenditures</i></b>	<b><i>\$ 719,848</i></b>	<b><i>739,906</i></b>	<b><i>695,717</i></b>	<b><i>726,586</i></b>

<b><i>Funding Sources:</i></b>	<b><i>FY 2013 Actual</i></b>	<b><i>FY 2014 Amended Budget</i></b>	<b><i>FY 2014 Estimated Year-End Total</i></b>	<b><i>FY 2015 Budget Request</i></b>
General Fund	\$ 719,848	\$ 739,906	\$ 695,717	\$ 726,586
Water Fund	-	-	-	-
Sewer Fund	-	-	-	-
Gas Tax Fund	-	-	-	-
NPDES Storm Drainage Fund	-	-	-	-
Internal Service Fund	-	-	-	-
<b><i>Total Funding Sources</i></b>	<b><i>\$ 719,848</i></b>	<b><i>739,906</i></b>	<b><i>695,717</i></b>	<b><i>726,586</i></b>

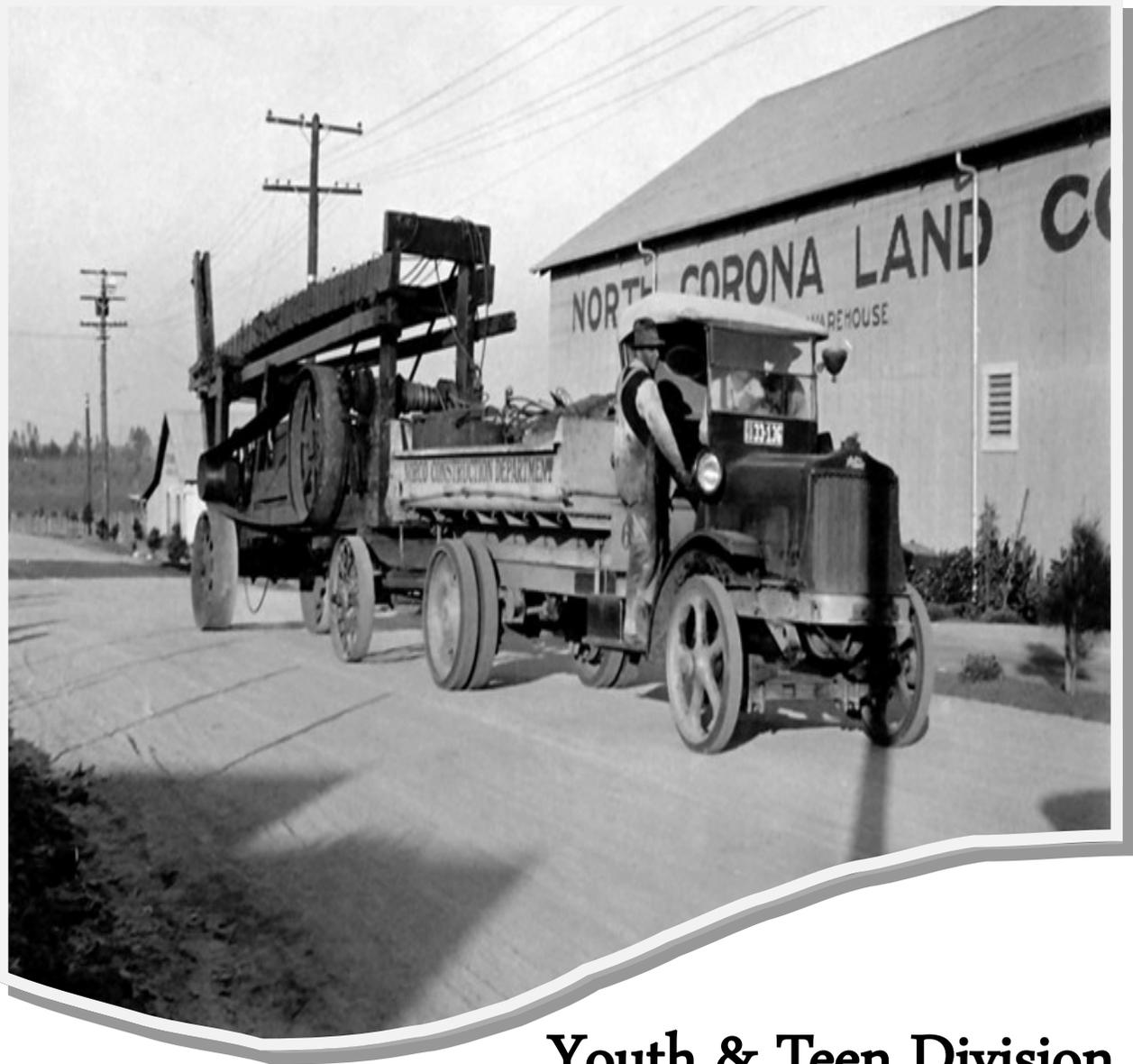
**City of Norco, California**  
**Recreation Division 730, General Fund**  
**Budget Detail By Line Item**

<b>Account Number Account Description</b>	<b>FY 2013 Actual</b>	<b>FY 2014 Amended Budget</b>	<b>FY 2014 Estimated Year-End Total</b>	<b>FY 2015 Budget Request</b>
<b><u>Salaries and Benefits</u></b>				
30100 Salaries, Full Time	\$ 212,091	226,842	224,701	230,471
30105 Salaries, Part Time	126,740	161,061	149,937	148,177
30110 Salaries, Overtime	121	-	-	-
30200 PERS Retirement	54,219	62,075	62,075	68,697
30205 Employee Group Insurance	28,046	27,982	27,982	28,027
30210 Vehicle Allowance	4,800	4,800	4,800	4,800
30215 Medical Savings Account	780	780	780	780
30220 FICA/Medicare Insurance	5,211	5,624	5,432	5,491
30225 Sick leave buy back	3,414	4,000	4,040	4,000
30230 Annual Vacation Cash Out	6,140	4,000	4,000	4,000
30235 Deferred Compensation	3,165	4,027	3,748	3,704
30245 Workers Compensation	2,218	-	1,500	-
<b>Subtotal - Salaries and Benefits</b>	<b>446,945</b>	<b>501,191</b>	<b>488,996</b>	<b>498,147</b>
<b><u>Employee Related Expenditures</u></b>				
30300 Conferences and Meetings	447	215	195	215
30310 Uniforms & Safety Gear	214	240	240	240
30320 Dues, Memberships and Subscriptions	540	640	654	654
<b>Subtotal - Employee Related</b>	<b>1,201</b>	<b>1,095</b>	<b>1,089</b>	<b>1,109</b>
<b><u>Supplies and Services</u></b>				
30400 Office Supplies	6,720	6,000	7,100	6,000
30415 Special Departmental	12,078	14,665	17,361	13,198
30430 Office Equipment	190	-	-	-
<b>Subtotal - Supplies and Services</b>	<b>18,988</b>	<b>20,665</b>	<b>24,461</b>	<b>19,198</b>
<b><u>Maintenance and Rentals</u></b>				
32200 Building and ground maintenance	3,139	1,200	2,389	1,200
<b>Subtotal - Maintenance &amp; Rentals</b>	<b>3,139</b>	<b>1,200</b>	<b>2,389</b>	<b>1,200</b>
<b><u>Operations and Utilities</u></b>				
33100 Utilities	63,752	69,780	62,223	63,360
<b>Subtotal - Operations &amp; Utilities</b>	<b>63,752</b>	<b>69,780</b>	<b>62,223</b>	<b>63,360</b>
<b><u>Contractual and Professional Services</u></b>				
34100 Contractual Services	48,766	13,340	13,891	14,620
34145 Recreation Instructors	47,502	44,359	39,368	44,951
34150 Special Events	28,625	28,476	-	-
<b>Subtotal - Contractual &amp; Professional</b>	<b>124,893</b>	<b>86,175</b>	<b>53,259</b>	<b>59,571</b>

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

<b>Account Number Account Description</b>	<b>FY 2013 Actual</b>	<b>FY 2014 Amended Budget</b>	<b>FY 2014 Estimated Year-End Total</b>	<b>FY 2015 Budget Request</b>
<b><u>Internal Service Fund Charges</u></b>				
42100 Vehicle Operations and Maintenance	4,500	7,500	7,500	14,000
42105 Vehicle Replacement Charges	3,401	-	-	3,401
42110 Computing and Comm. Equip Replacement	6,400	6,000	6,000	6,400
42115 Computing and Communications Operations	44,700	46,300	46,300	47,200
<b>Subtotal - Internal Service Charges</b>	<b>59,001</b>	<b>59,800</b>	<b>59,800</b>	<b>71,001</b>
<b><u>Capital Outlay</u></b>				
43100 Equipment	1,929	-	3,500	-
43115 Building Improvements	-	-	-	13,000
<b>Subtotal - Capital Outlay</b>	<b>1,929</b>	<b>-</b>	<b>3,500</b>	<b>13,000</b>
<b>Total Expenditures</b>	<b>\$ 719,848</b>	<b>739,906</b>	<b>695,717</b>	<b>726,586</b>

<b>Account Number Department-Generated Revenues</b>	<b>FY 2013 Actual</b>	<b>FY 2014 Amended Budget</b>	<b>FY 2014 Estimated Year-End Total</b>	<b>FY 2015 Budget Request</b>
54220 Communication Lease Parks and Rec	\$ 200,249	-	-	-
55515 Adult Sports	31,175	31,260	27,906	26,940
55525 Dance-Rainbow	64,297	59,312	61,880	61,138
55550 Beginning Guitar	108	-	-	-
55600 Youth Sports	92,088	80,605	83,427	85,170
55605 Private Youth Sports	11,545	9,198	9,198	9,196
55610 Tri-Fytt Sports	1,360	1,131	590	1,062
55820 Fitness Class	219	-	-	-
55825 Notary & Loan Signing	358	300	134	336
56210 Taekwon-do	6,712	5,940	4,348	5,720
56255 Horsemanship	1,800	1,260	1,562	900
56260 Corydon Stagin Area	3,475	-	-	-
56425 Community Center	15,480	15,531	24,349	21,438
56430 Field Lights	29,605	36,401	32,387	32,000
56435 Picnic Shelter Rental	2,419	2,028	2,028	2,000
56910 P & R Administrative Maintenance Fund	29,118	22,000	25,949	25,000
<b>Total Revenues</b>	<b>\$ 490,008</b>	<b>264,966</b>	<b>273,758</b>	<b>270,900</b>



## Youth & Teen Division

# **PARKS, RECREATION and COMMUNITY SERVICES**

## **Youth and Teen Division 731**

Key trends are addressed by this Division to keep youth active and on the road to becoming positive members of the community which facilitates community problem solving. The Youth Division establishes a foundation and provides clear recreational opportunities which are designed to create an environment of care and trust where children ages 2-15 can grow emotionally, intellectually, socially and physically through play, 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, Wee Twos, Kidz Club, Kidz Camp, T.G.I.F. (Thank Goodness it's Fitness), Kidz Night Out and Teen Programs. The division creates partnerships with many agencies within the city and surrounding communities to promote recreational opportunities for the youth. Continuous partnerships are in existence and are a necessity to sustain programs and special events within the division. United Norconians for Life Over Alcohol and Drugs (U.N.L.O.A.D.) works closely with the youth division in 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 and imagination of youth are important aspects which we promote in our community and can be proud of.

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

<b>Expenditures:</b>	<b>FY 2013 Actual</b>	<b>FY 2014 Amended Budget</b>	<b>FY 2014 Estimated Year-End Total</b>	<b>FY 2015 Budget Request</b>
Salaries and Benefits	\$ 178,457	218,224	190,970	203,687
Employee Related Expenditures	959	1,425	668	925
Supplies and Services	5,785	5,775	3,661	3,775
Maintenance and Rentals	388	2,100	434	1,200
Operations and Utilities	9,278	14,040	11,767	13,000
Contractual and Professional Services	10,412	14,000	9,687	11,000
Miscellaneous	-	-	-	-
CRA Programs	-	-	-	-
Internal Service Fund Charges	19,668	20,568	20,568	19,968
Capital Outlay	-	13,000	4,101	-
Transfers	-	-	-	-
<b>Total Expenditures</b>	<b>\$ 224,947</b>	<b>289,132</b>	<b>241,856</b>	<b>253,555</b>

<b>Funding Sources:</b>	<b>FY 2013 Actual</b>	<b>FY 2014 Amended Budget</b>	<b>FY 2014 Estimated Year-End Total</b>	<b>FY 2015 Budget Request</b>
General Fund	\$ 224,947	289,132	241,856	253,555
Water Fund	-	-	-	-
Sewer Fund	-	-	-	-
Gas Tax Fund	-	-	-	-
NPDES Storm Drainage Fund	-	-	-	-
Internal Service Fund	-	-	-	-
<b>Total Funding Sources</b>	<b>\$ 224,947</b>	<b>289,132</b>	<b>241,856</b>	<b>253,555</b>

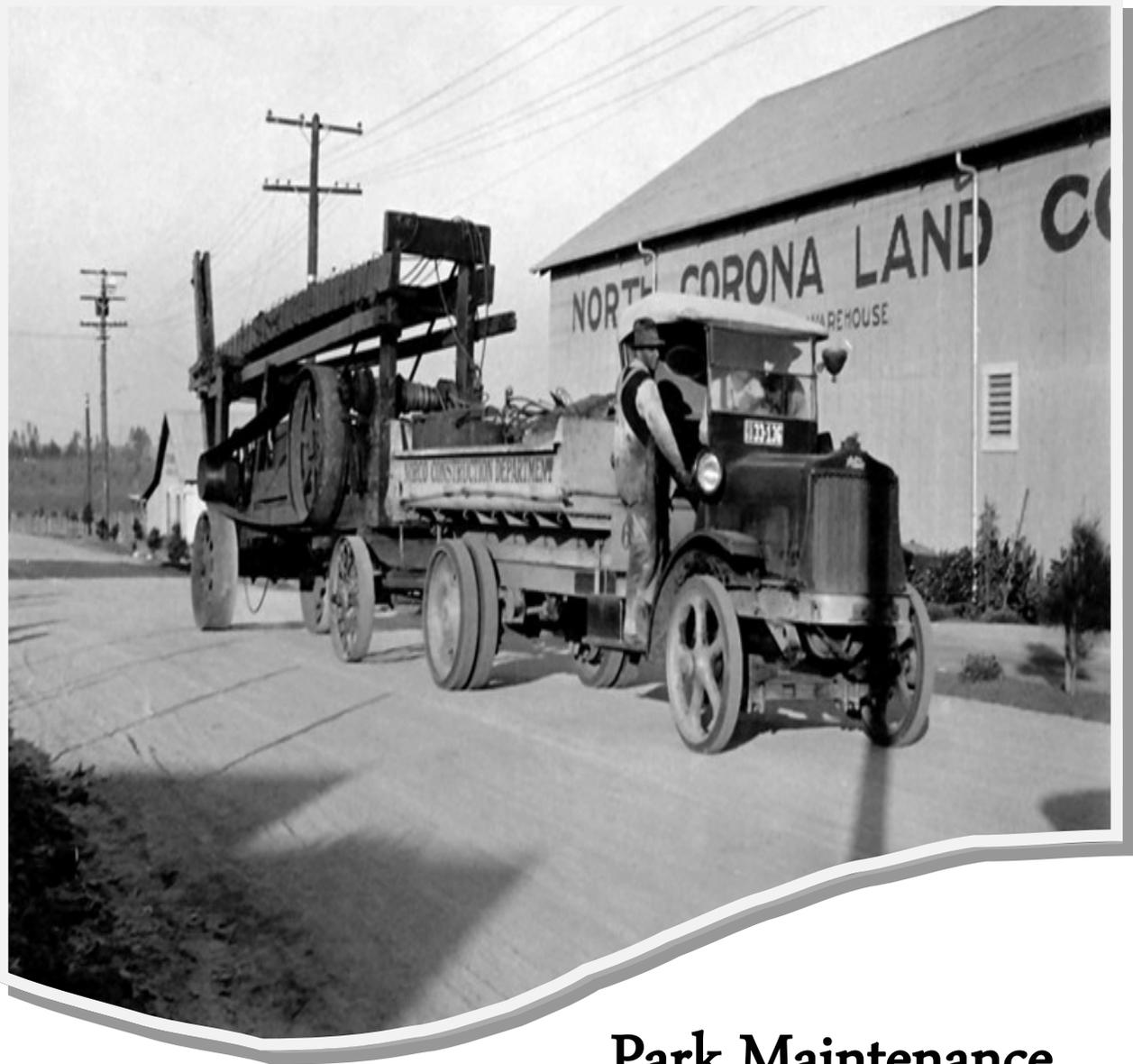
**City of Norco, California**  
**Youth and Teen Division 731, General Fund**  
**Budget Detail By Line Item**

<b>Account Number</b>	<b>Account Description</b>	<b>FY 2013 Actual</b>	<b>FY 2014 Amended Budget</b>	<b>FY 2014 Estimated Year-End Total</b>	<b>FY 2015 Budget Request</b>
<b><u>Salaries and Benefits</u></b>					
30100	Salaries, Full Time	\$ 25,031	26,584	26,588	27,009
30105	Salaries, Part Time	105,425	144,935	114,800	124,283
30106	Salaries, Part Time (32 hour)	21,453	22,148	21,845	25,314
30200	PERS Retirement	12,155	12,881	12,678	14,584
30205	Employee Group Insurance	3,960	4,221	3,774	6,209
30215	Medical Savings Account	119	120	124	120
30220	FICA/Medicare Insurance	2,219	2,808	2,367	2,561
30225	Sick leave buy back	110	250	424	400
30230	Annual Vacation Cash Out	-	100	-	100
30235	Deferred Compensation	2,538	4,177	2,870	3,107
30245	Workers Compensation	5,447	-	5,500	-
	<b>Subtotal - Salaries and Benefits</b>	<b>178,457</b>	<b>218,224</b>	<b>190,970</b>	<b>203,687</b>
<b><u>Employee Related Expenditures</u></b>					
30300	Conferences and Meetings	534	1,000	400	500
30310	Uniforms & Safety Gear	-	200	168	200
30315	Employee Hiring Costs	200	-	-	-
30320	Dues, Memberships and Subscriptions	225	225	100	225
	<b>Subtotal - Employee Related</b>	<b>959</b>	<b>1,425</b>	<b>668</b>	<b>925</b>
<b><u>Supplies and Services</u></b>					
30400	Office Supplies	1,114	800	800	800
30415	Special Departmental	4,142	4,000	2,000	2,000
30485	Wee People Special Events	529	975	861	975
	<b>Subtotal - Supplies and Services</b>	<b>5,785</b>	<b>5,775</b>	<b>3,661</b>	<b>3,775</b>
<b><u>Maintenance and Rentals</u></b>					
32200	Building and ground maintenance	388	2,100	434	1,200
	<b>Subtotal - Maintenance &amp; Rentals</b>	<b>388</b>	<b>2,100</b>	<b>434</b>	<b>1,200</b>
<b><u>Operations and Utilities</u></b>					
33100	Utilities	9,278	14,040	11,767	13,000
	<b>Subtotal - Operations &amp; Utilities</b>	<b>9,278</b>	<b>14,040</b>	<b>11,767</b>	<b>13,000</b>
<b><u>Contractual and Professional Services</u></b>					
34100	Contractual Services	9,392	14,000	9,664	11,000
34150	Special Events	1,020	-	23	-
	<b>Subtotal - Contractual &amp; Professional</b>	<b>10,412</b>	<b>14,000</b>	<b>9,687</b>	<b>11,000</b>
<b><u>Internal Service Fund Charges</u></b>					
42100	Vehicle Operations and Maintenance	1,500	2,000	2,000	1,000

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

<b>Account Number</b>	<b>Account Description</b>	<b>FY 2013 Actual</b>	<b>FY 2014 Amended Budget</b>	<b>FY 2014</b>	<b>FY 2015</b>
				<b>Estimated Year-End Total</b>	<b>Budget Request</b>
42105	Vehicle Replacement Charges	2,768	2,768	2,768	2,768
42110	Computing and Comm. Equip Replacement	2,000	1,900	1,900	2,000
42115	Computing and Communications Operation	13,400	13,900	13,900	14,200
<b>Subtotal - Internal Service Charges</b>		<b>19,668</b>	<b>20,568</b>	<b>20,568</b>	<b>19,968</b>
<b>Capital Outlay</b>					
43100	Equipment	-	5,000	4,101	-
43115	Building Improvements	-	8,000	-	-
<b>Subtotal - Capital Outlay</b>		<b>-</b>	<b>13,000</b>	<b>4,101</b>	<b>-</b>
<b>Total Expenditures</b>		<b>\$ 224,947</b>	<b>289,132</b>	<b>241,856</b>	<b>253,555</b>

<b>Account Number</b>	<b>Department-Generated Revenues</b>	<b>FY 2013 Actual</b>	<b>FY 2014 Amended Budget</b>	<b>FY 2014</b>	<b>FY 2015</b>
				<b>Estimated Year-End Total</b>	<b>Budget Request</b>
55615	Wee People Program Fees	\$ 233,508	289,936	237,814	251,601
56815	Wee People Donation	529	970	4,101	2,000
		<b>\$ 234,037</b>	<b>290,906</b>	<b>241,915</b>	<b>253,601</b>



**Park Maintenance**

# **PARKS, RECREATION and COMMUNITY SERVICES**

## **Parks Maintenance Division 733**

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

### **2014-15 Goals & Objectives**

- To lower water usage in our park system.
- Replace two picnic shelters at Community Center Ballpark and renovate the restroom to make it handicap accessible.
- Start horse trail fence replacement in parks starting with Neal Snipes Park.
- Make the transition from potable to reclaimed water for several of the parks that are currently not set up for reclaimed water.

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

<b><i>Expenditures:</i></b>	<b><i>FY 2013 Actual</i></b>	<b><i>FY 2014 Amended Budget</i></b>	<b><i>FY 2014 Estimated Year-End Total</i></b>	<b><i>FY 2015 Budget Request</i></b>
Salaries and Benefits	\$ 161,976	63,782	63,127	62,084
Employee Related Expenditures	1,895	2,937	2,850	3,450
Supplies and Services	1,353	1,250	1,250	1,250
Maintenance and Rentals	35,908	25,900	31,678	26,000
Operations and Utilities	53,443	55,240	60,000	55,000
Contractual and Professional Services	323,434	353,533	344,600	343,294
Miscellaneous	-	-	-	-
CRA Programs	-	-	-	-
Internal Service Fund Charges	54,048	17,280	17,280	17,480
Capital Outlay	-	-	-	-
Transfers	-	-	-	-
<b><i>Total Expenditures</i></b>	<b><i>\$ 632,057</i></b>	<b><i>519,922</i></b>	<b><i>520,785</i></b>	<b><i>508,558</i></b>

<b><i>Funding Sources:</i></b>	<b><i>FY 2013 Actual</i></b>	<b><i>FY 2014 Amended Budget</i></b>	<b><i>FY 2014 Estimated Year-End Total</i></b>	<b><i>FY 2015 Budget Request</i></b>
General Fund	\$ 632,057	519,922	520,785	508,558
Water Fund	-	-	-	-
Sewer Fund	-	-	-	-
Gas Tax Fund	-	-	-	-
NPDES Storm Drainage Fund	-	-	-	-
Internal Service Fund	-	-	-	-
Redevelopment Funds	-	-	-	-
<b><i>Total Funding Sources</i></b>	<b><i>\$ 632,057</i></b>	<b><i>519,922</i></b>	<b><i>520,785</i></b>	<b><i>508,558</i></b>

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

<b>Account Number Account Description</b>	<b>FY 2013 Actual</b>	<b>FY 2014 Amended Budget</b>	<b>FY 2014 Estimated Year-End Total</b>	<b>FY 2015 Budget Request</b>
<b><u>Salaries and Benefits</u></b>				
30100 Salaries, Full Time	\$ 85,332	29,515	25,583	29,987
30105 Salaries, Part Time	14,779	15,000	14,325	11,468
30110 Salaries, Overtime	1,247	866	450	1,000
30200 PERS Retirement	21,872	8,077	7,025	8,938
30205 Employee Group Insurance	31,561	7,933	8,041	7,945
30212 Cell Phone Stipend	575	300	300	300
30215 Medical Savings Account	240	120	122	120
30220 FICA/Medicare Insurance	1,480	646	585	616
30225 Sick leave buy back	1,646	500	554	560
30230 Annual Vacation Cash Out	902	450	900	900
30235 Deferred Compensation	370	375	242	250
30245 Workers Compensation	1,972	-	5,000	-
<b>Subtotal - Salaries and Benefits</b>	<b>161,976</b>	<b>63,782</b>	<b>63,127</b>	<b>62,084</b>
<b><u>Employee Related Expenditures</u></b>				
30300 Conferences and Meetings	645	2,050	2,000	2,500
30310 Uniforms & Safety Gear	1,120	687	650	700
30315 Employee Hiring Costs	50	-	-	-
30320 Dues, memberships and Subscriptions	80	200	200	250
<b>Subtotal - Employee Related</b>	<b>1,895</b>	<b>2,937</b>	<b>2,850</b>	<b>3,450</b>
<b><u>Supplies and Services</u></b>				
30400 Office Supplies	131	150	150	150
30415 Special Departmental	851	900	900	900
30425 Small Tools	371	200	200	200
<b>Subtotal - Supplies and Services</b>	<b>1,353</b>	<b>1,250</b>	<b>1,250</b>	<b>1,250</b>
<b><u>Maintenance and Rentals</u></b>				
32105 Equipment Rental	878	400	400	500
32200 Building and ground maintenance	31,616	22,000	27,778	22,000
32400 Trail Maintenance	3,414	3,500	3,500	3,500
<b>Subtotal - Maintenance &amp; Rentals</b>	<b>35,908</b>	<b>25,900</b>	<b>31,678</b>	<b>26,000</b>
<b><u>Operations and Utilities</u></b>				
33100 Utilities	53,443	55,240	60,000	55,000
<b>Subtotal - Operations &amp; Utilities</b>	<b>53,443</b>	<b>55,240</b>	<b>60,000</b>	<b>55,000</b>
<b><u>Contractual and Professional Services</u></b>				
34100 Contractual Services	323,434	353,533	344,600	343,294
<b>Subtotal - Contractual &amp; Professional</b>	<b>323,434</b>	<b>353,533</b>	<b>344,600</b>	<b>343,294</b>

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

<b>Account Number Account Description</b>	<b>FY 2013 Actual</b>	<b>FY 2014 Amended Budget</b>	<b>FY 2014 Estimated Year-End Total</b>	<b>FY 2015 Budget Request</b>
<b><u>Internal Service Fund Charges</u></b>				
42100 Vehicle Operations and Maintenance	35,600	4,000	4,000	4,000
42105 Vehicle Replacement Charges	3,148	2,780	2,780	2,780
42110 Computing and Comm. Equip Replacement	1,900	1,200	1,200	1,300
42115 Computing and Communications Operations	13,400	9,300	9,300	9,400
<b>Subtotal - Internal Service Charges</b>	<b>54,048</b>	<b>17,280</b>	<b>17,280</b>	<b>17,480</b>
<b>Total Expenditures</b>	<b>\$ 632,057</b>	<b>519,922</b>	<b>520,785</b>	<b>508,558</b>

<b>Account Number Department-Generated Revenues</b>	<b>FY 2013 Actual</b>	<b>FY 2014 Amended Budget</b>	<b>FY 2014 Estimated Year-End Total</b>	<b>FY 2015 Budget Request</b>
54220 Communication Lease Parks and Rec	\$ -	50,800	50,860	44,635
	\$ -	50,800	50,860	44,635



**Senior Citizens**

## **PARKS, RECREATION and COMMUNITY SERVICES**

### **Senior Citizens Division 735**

The objective of the Norco Senior Center is to provide recreational experiences 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), senior citizens have the opportunity to increase their cultural unity and quality of life, all while creating lasting memories. Special events, a daily nutrition program, a door-to-door transportation program, counseling and referral programs also assist in achieving these important goals in a safe and caring environment. Through intergenerational programming, activities facilitate in-community problem solving and give individuals an opportunity to make a positive impact on those they encounter. This Division creates partnerships with many agencies including but not limited to Riverside Community College, Riverside Office on Aging, Riverside County Transportation Commission and Corona Regional Medical Center to take advantage of the resources available to those in need. This Division also strengthens community image and sense of place through the Party Partners program, a therapeutic program for developmentally challenged adults. Party Partners provides a recreational opportunity for a unique group of individuals within our city and surrounding communities. This rewarding program promotes a sense of belonging, encourages everlasting friendships and creates lifelong memories.

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

<b><i>Expenditures:</i></b>	<b><i>FY 2013 Actual</i></b>	<b><i>FY 2014 Amended Budget</i></b>	<b><i>FY 2014 Estimated Year-End Total</i></b>	<b><i>FY 2015 Budget Request</i></b>
Salaries and Benefits	\$ 120,727	136,155	132,741	137,451
Employee Related Expenditures	2,361	3,082	2,557	3,082
Supplies and Services	19,190	18,280	18,162	18,280
Maintenance and Rentals	2,110	6,000	5,950	6,000
Operations and Utilities	18,055	17,460	17,759	17,805
Contractual and Professional Services	12,840	11,835	12,375	12,380
Miscellaneous	5,600	4,800	4,800	4,800
CRA Programs	-	-	-	-
Internal Service Fund Charges	26,505	28,405	28,405	28,805
Capital Outlay	-	-	-	-
Transfers	-	-	-	-
<b><i>Total Expenditures</i></b>	<b><i>\$ 207,388</i></b>	<b><i>226,017</i></b>	<b><i>222,749</i></b>	<b><i>228,603</i></b>

<b><i>Funding Sources:</i></b>	<b><i>FY 2013 Actual</i></b>	<b><i>FY 2014 Amended Budget</i></b>	<b><i>FY 2014 Estimated Year-End Total</i></b>	<b><i>FY 2015 Budget Request</i></b>
General Fund	\$ 137,388	166,016	163,609	167,985
Water Fund	-	-	-	-
Sewer Fund	-	-	-	-
Gas Tax Fund	-	-	-	-
NPDES Storm Drainage Fund	-	-	-	-
Internal Service Fund	-	-	-	-
Miscellaneous Grants	70,000	60,001	59,141	60,618
<b><i>Total Funding Sources</i></b>	<b><i>\$ 207,388</i></b>	<b><i>226,017</i></b>	<b><i>222,749</i></b>	<b><i>228,603</i></b>

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

<b>Account</b>		<b>FY 2014</b>	<b>FY 2014</b>	<b>FY 2014</b>	<b>FY 2015</b>
<b>Number</b>	<b>Account Description</b>	<b>Actual</b>	<b>Amended</b>	<b>Estimated</b>	<b>Budget</b>
			<b>Budget</b>	<b>Year-End</b>	<b>Request</b>
				<b>Total</b>	
<b><u>Salaries and Benefits</u></b>					
30100	Salaries, Full Time	\$ 8,587	15,461	15,482	15,708
30105	Salaries, Part Time	30,205	47,867	45,587	47,898
30200	PERS Retirement	2,005	4,231	4,272	4,682
30205	Employee Group Insurance	1,386	3,376	2,275	2,807
30215	Medical Savings Account	37	36	32	36
30220	FICA/Medicare Insurance	479	918	886	922
30225	Sick leave buy back	1,040	200	1,029	1,030
30230	Annual Vacation Cash Out	556	600	860	600
30235	Deferred Compensation	618	1,197	1,140	1,197
30245	Workers Compensation	161	-	-	-
	<b>Subtotal - Salaries and Benefits</b>	<b>45,074</b>	<b>73,886</b>	<b>71,562</b>	<b>74,882</b>
<b><u>Employee Related Expenditures</u></b>					
30300	Conferences and Meetings	1,875	2,625	2,100	2,625
30310	Uniforms & Safety Gear	486	282	282	282
30320	Dues, Memberships and Subscriptions	-	175	175	175
	<b>Subtotal - Employee Related</b>	<b>2,361</b>	<b>3,082</b>	<b>2,557</b>	<b>3,082</b>
<b><u>Supplies and Services</u></b>					
30400	Office Supplies	414	1,110	1,095	1,110
30415	Special Departmental	4,179	3,670	3,567	3,670
30480	Sr. Special Events	1,555	2,000	2,000	2,000
30490	Party Partners	13,042	11,500	11,500	11,500
	<b>Subtotal - Supplies and Services</b>	<b>19,190</b>	<b>18,280</b>	<b>18,162</b>	<b>18,280</b>
<b><u>Maintenance and Rentals</u></b>					
32200	Building and ground maintenance	2,110	6,000	5,950	6,000
	<b>Subtotal - Maintenance &amp; Rentals</b>	<b>2,110</b>	<b>6,000</b>	<b>5,950</b>	<b>6,000</b>
<b><u>Operations and Utilities</u></b>					
33100	Utilities	7,435	8,285	8,585	8,285
	<b>Subtotal - Operations &amp; Utilities</b>	<b>7,435</b>	<b>8,285</b>	<b>8,585</b>	<b>8,285</b>
<b><u>Contractual and Professional Services</u></b>					
34100	Contractual Services	12,840	11,835	12,375	12,380
	<b>Subtotal - Contractual &amp; Professional</b>	<b>12,840</b>	<b>11,835</b>	<b>12,375</b>	<b>12,380</b>
<b><u>Internal Service Fund Charges</u></b>					
42105	Vehicle Replacement Charges	7,705	7,705	7,705	7,705
42110	Computing and Comm. Equip Replacement	1,900	1,800	1,800	1,900
42115	Computing and Communications Operations	2,701	4,234	4,234	4,318
	<b>Subtotal - Internal Service Charges</b>	<b>12,306</b>	<b>13,739</b>	<b>13,739</b>	<b>13,923</b>
	<b>Total Expenditures</b>	<b>\$ 101,316</b>	<b>135,107</b>	<b>132,930</b>	<b>136,832</b>

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

<b>Account</b>		<b>FY 2013</b>	<b>FY 2014</b>	<b>FY 2014</b>	<b>FY 2015</b>
<b>Number</b>	<b>Department-Generated Revenues</b>	<b>Actual</b>	<b>Amended</b>	<b>Estimated</b>	<b>Budget</b>
			<b>Budget</b>	<b>Year-End</b>	<b>Request</b>
				<b>Total</b>	
53535	City of Corona	\$ 19,921	20,000	25,000	20,000
55625	Senior Citizens Excursion Fees	1,644	2,000	200	1,016
56800	Party Partners	13,042	1,500	2,800	1,000
56810	Senior Special Events	3,081	2,000	1,827	2,000
59225	CDBG	13,509	17,250	-	-
		<b>\$ 51,197</b>	<b>42,750</b>	<b>29,827</b>	<b>24,016</b>

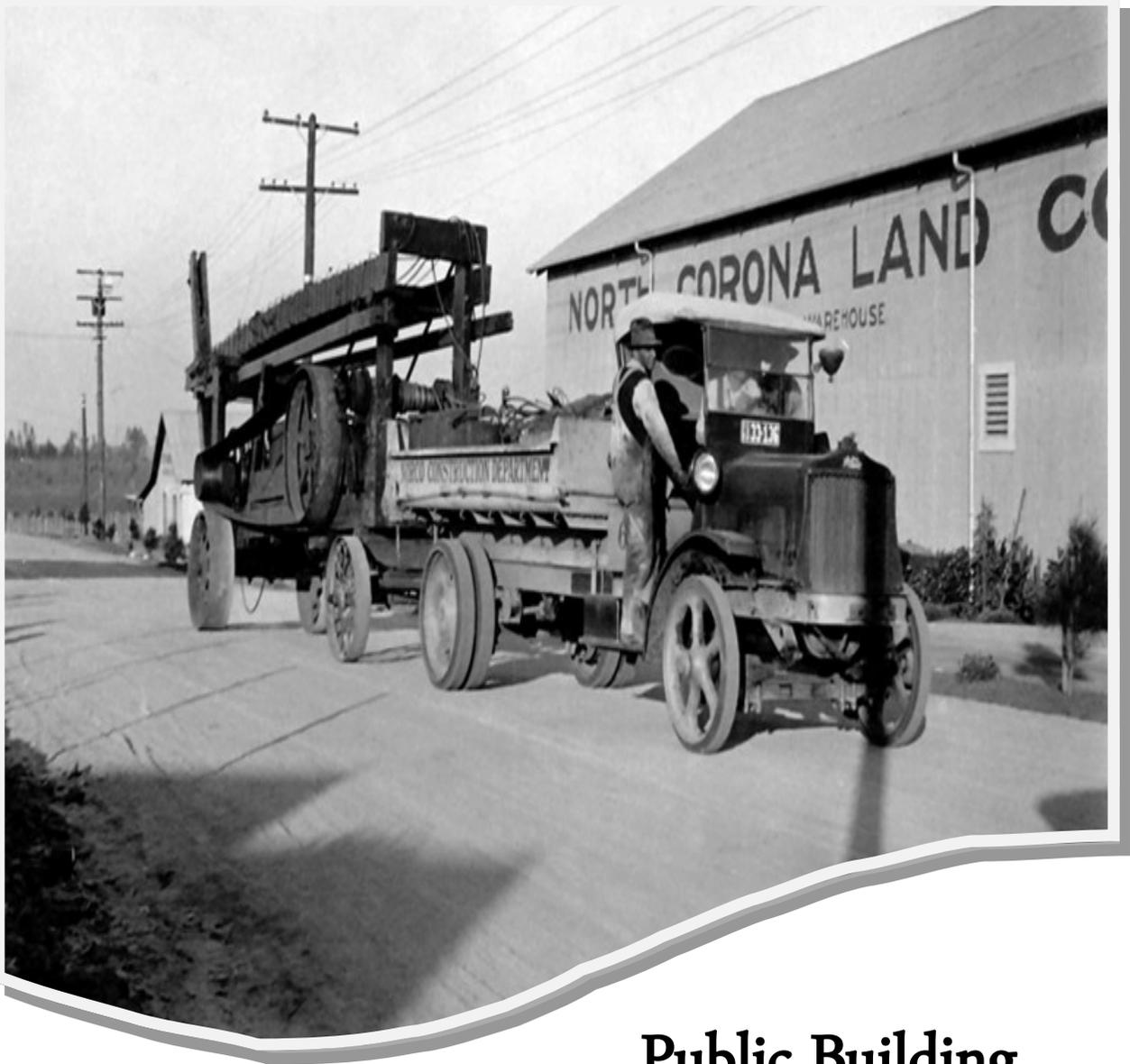
**City of Norco, California**  
**Senior Citizens Division - RCTC 735A, General Fund**  
**Budget Detail By Line Item**

<b>Account Number</b>	<b>Account Description</b>	<b>FY 2013 Actual</b>	<b>FY 2014 Amended Budget</b>	<b>FY 2014 Estimated Year-End Total</b>	<b>FY 2015 Budget Request</b>
<b><u>Salaries and Benefits</u></b>					
30100	Salaries, Full Time	\$ 12,116	11,641	11,749	11,828
30105	Salaries, Part Time	5,559	-	-	-
30200	PERS Retirement	3,105	3,186	3,186	3,525
30205	Employee Group Insurance	2,848	2,954	2,614	2,457
30215	Medical Savings Account	12	12	12	12
30220	FICA/Medicare Insurance	330	169	170	171
30235	Deferred Compensation	263	-	-	-
	<b>Subtotal - Salaries and Benefits</b>	<b>24,233</b>	<b>17,962</b>	<b>17,731</b>	<b>17,993</b>
<b><u>Operations and Utilities</u></b>					
33100	Utilities	5,283	5,503	5,503	5,500
	<b>Subtotal - Operations &amp; Utilities</b>	<b>5,283</b>	<b>5,503</b>	<b>5,503</b>	<b>5,500</b>
<b><u>Internal Service Fund Charges</u></b>					
42115	Computing and Communications Operations	6,556	7,444	7,444	7,660
	<b>Subtotal - Internal Service Charges</b>	<b>6,556</b>	<b>7,444</b>	<b>7,444</b>	<b>7,660</b>
	<b>Total Expenditures</b>	<b>\$ 36,072</b>	<b>30,909</b>	<b>30,678</b>	<b>31,153</b>

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

<b>Account Number</b>	<b>Account Description</b>	<b>FY 2013 Actual</b>	<b>FY 2014 Amended Budget</b>	<b>FY 2014 Estimated Year-End Total</b>	<b>FY 2015 Budget Request</b>
<b><u>Salaries and Benefits</u></b>					
30100	Salaries, Full Time	\$ 34,570	29,425	29,299	29,896
30200	PERS Retirement	8,910	8,052	8,029	8,911
30205	Employee Group Insurance	7,354	6,331	5,620	5,264
30215	Medical Savings Account	72	72	75	72
30220	FICA/Medicare Insurance	514	427	425	433
<b>Subtotal - Salaries and Benefits</b>		<b>51,420</b>	<b>44,307</b>	<b>43,448</b>	<b>44,576</b>
<b><u>Operations and Utilities</u></b>					
33100	Utilities	5,337	3,672	3,671	4,020
<b>Subtotal - Operations &amp; Utilities</b>		<b>5,337</b>	<b>3,672</b>	<b>3,671</b>	<b>4,020</b>
<b><u>Miscellaneous</u></b>					
35150	Administrative Overhead	5,600	4,800	4,800	4,800
<b>Subtotal - Miscellaneous</b>		<b>5,600</b>	<b>4,800</b>	<b>4,800</b>	<b>4,800</b>
<b><u>Internal Service Fund Charges</u></b>					
42100	Vehicle Operations and Maintenance	3,500	5,000	5,000	5,000
42115	Computing and Communications Operations	4,143	2,222	2,222	2,222
<b>Subtotal - Internal Service Charges</b>		<b>7,643</b>	<b>7,222</b>	<b>7,222</b>	<b>7,222</b>
<b>Total Expenditures</b>		<b>\$ 70,000</b>	<b>60,001</b>	<b>59,141</b>	<b>60,618</b>

<b>Account Number</b>	<b>Department-Generated Revenues</b>	<b>FY 2013 Actual</b>	<b>FY 2014 Amended Budget</b>	<b>FY 2014 Estimated Year-End Total</b>	<b>FY 2015 Budget Request</b>
53500	RCTC Grant	\$ 70,000	60,000	60,000	60,000



## **Public Building Maintenance**

# **PARKS, RECREATION and COMMUNITY SERVICES**

## **Public Buildings and Facilities Maintenance Division 737**

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

### **2014-2015 Goals & Objectives**

- Video about George A. Ingalls and the Veterans Memorial under construction. List those that have donated their time and skills to the Memorial and to encourage others to donate. More importantly to get the word out who George Ingalls was and how his memory will be highlighted in the Veterans Memorial .
- Prepare individual facility information listing amenities, display photos of past events and highlight regional and national events on City's website and Facebook.
- On the City's website and Facebook page, promote past weddings at the 4-H Pole Barn level for the rustic, vintage and western feel to generate additional revenue.
- Complete drop down electrical and permanent speakers with portable sound system at the Clark Arena facility. This will entice additional invitational, regional and national shows for equestrian and dog shows and puts us in the market for heavy vendor attended events.
- Complete amenities required on the east pad including lighting, power, sound, and water for existing and new special events with large equine and vendor presence.
- Hydro seed east pad slope, add storm drains, brow ditch, bio swales, leveling the pad and seed Parking Lot 3 eliminating the National Pollutant Discharge Elimination System (NPDES) – Wastewater.

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

<b><i>Expenditures:</i></b>		<b><i>FY 2013</i></b>		<b><i>FY 2014</i></b>		<b><i>FY 2014</i></b>		<b><i>FY 2015</i></b>
		<b><i>Actual</i></b>		<b><i>Amended</i></b>		<b><i>Estimated</i></b>		<b><i>Budget</i></b>
				<b><i>Budget</i></b>		<b><i>Year-End</i></b>		<b><i>Request</i></b>
						<b><i>Total</i></b>		
Salaries and Benefits	\$	25,015	\$	238,908	\$	241,496	\$	237,176
Employee Related Expenditures		1,826		8,700		7,087		3,300
Supplies and Services		105		2,150		2,284		2,500
Maintenance and Rentals		45,621		29,750		29,750		30,000
Operations and Utilities		90,911		148,000		146,100		141,800
Contractual and Professional Services		148,020		182,482		221,306		211,890
Miscellaneous		-		-		-		-
CRA Programs		-		-		-		-
Internal Service Fund Charges		8,802		76,155		76,155		75,348
Capital Outlay		16,590		8,500		13,021		-
Transfers		-		-		-		-
<b><i>Total Expenditures</i></b>	<b>\$</b>	<b>336,890</b>	<b>\$</b>	<b>694,645</b>	<b>\$</b>	<b>737,199</b>	<b>\$</b>	<b>702,014</b>

<b><i>Funding Sources:</i></b>		<b><i>FY 2013</i></b>		<b><i>FY 2014</i></b>		<b><i>FY 2014</i></b>		<b><i>FY 2015</i></b>
		<b><i>Actual</i></b>		<b><i>Amended</i></b>		<b><i>Estimated</i></b>		<b><i>Budget</i></b>
				<b><i>Budget</i></b>		<b><i>Year-End</i></b>		<b><i>Request</i></b>
						<b><i>Total</i></b>		
General Fund	\$	336,890	\$	694,645	\$	737,199	\$	702,014
Water Fund		-		-		-		-
Sewer Fund		-		-		-		-
Gas Tax Fund		-		-		-		-
NPDES Storm Drainage Fund		-		-		-		-
Internal Service Fund		-		-		-		-
Redevelopment Funds		-		-		-		-
<b><i>Total Funding Sources</i></b>	<b>\$</b>	<b>336,890</b>	<b>\$</b>	<b>694,645</b>	<b>\$</b>	<b>737,199</b>	<b>\$</b>	<b>702,014</b>

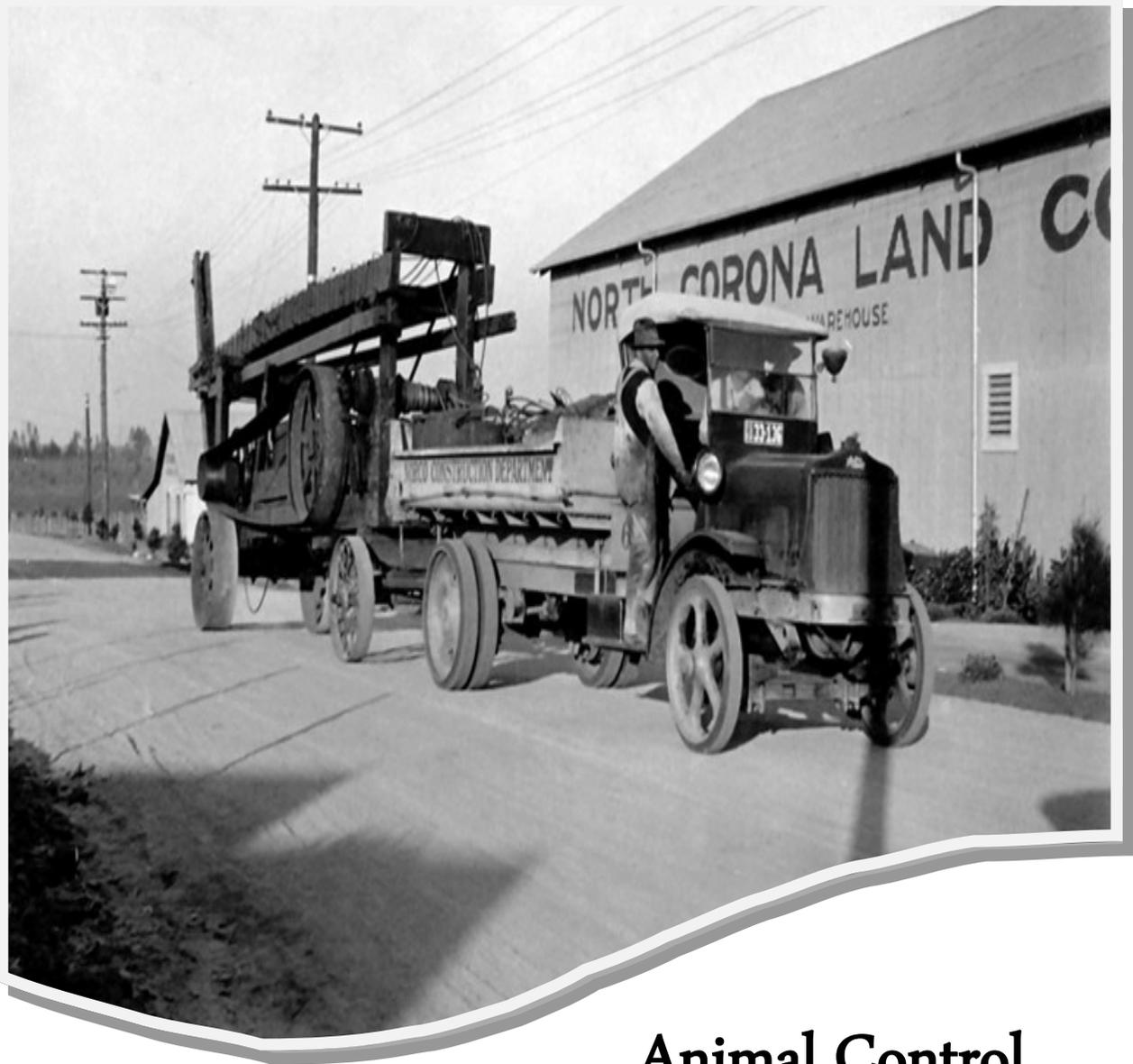
**City of Norco, California**  
**Building Maintenance Division 737, General Fund**  
**Budget Detail By Line Item**

<b>Account Number Account Description</b>	<b>FY 2013 Actual</b>	<b>FY 2014 Amended Budget</b>	<b>FY 2014 Estimated Year-End Total</b>	<b>FY 2015 Budget Request</b>
<b><u>Salaries and Benefits</u></b>				
30100 Salaries, Full Time	\$ -	117,345	116,477	117,193
30105 Salaries, Part Time	24,000	59,012	59,401	55,370
30110 Salaries, Overtime	-	1,092	1,091	1,000
30200 PERS Retirement	-	24,035	26,790	25,994
30205 Employee Group Insurance	67	29,661	28,456	28,059
30212 Cell Phone Stipend	-	900	300	300
30215 Medical Savings Account	-	360	303	360
30220 FICA/Medicare Insurance	348	2,558	2,566	2,516
30225 Sick leave buy back	-	2,020	1,394	2,000
30230 Annual Vacation Cash Out	-	450	3,233	3,000
30235 Deferred Compensation	600	1,475	1,485	1,384
<b>Subtotal - Salaries and Benefits</b>	<b>25,015</b>	<b>238,908</b>	<b>241,496</b>	<b>237,176</b>
<b><u>Employee Related Expenditures</u></b>				
30300 Conferences and Meetings	-	6,600	4,823	1,000
30310 Uniforms & Safety Gear	1,826	1,600	1,589	1,600
30320 Dues, memberships and Subscriptions	-	500	675	700
<b>Subtotal - Employee Related</b>	<b>1,826</b>	<b>8,700</b>	<b>7,087</b>	<b>3,300</b>
<b><u>Supplies and Services</u></b>				
30400 Office Supplies	-	1,500	1,500	1,500
30415 Special Departmental	92	300	434	500
30425 Small Tools	13	350	350	500
<b>Subtotal - Supplies and Services</b>	<b>105</b>	<b>2,150</b>	<b>2,284</b>	<b>2,500</b>
<b><u>Maintenance and Rentals</u></b>				
32105 Equipment Rental	-	400	400	400
32200 Building and ground maintenance	45,621	29,350	29,350	29,600
<b>Subtotal - Maintenance &amp; Rentals</b>	<b>45,621</b>	<b>29,750</b>	<b>29,750</b>	<b>30,000</b>
<b><u>Operations and Utilities</u></b>				
33100 Utilities	90,911	148,000	146,100	141,800
<b>Subtotal - Operations &amp; Utilities</b>	<b>90,911</b>	<b>148,000</b>	<b>146,100</b>	<b>141,800</b>
<b><u>Contractual and Professional Services</u></b>				
34100 Contractual Services	148,020	170,400	221,306	211,890
34150 Special Events	-	12,082	-	-
<b>Subtotal - Contractual &amp; Professional</b>	<b>148,020</b>	<b>182,482</b>	<b>221,306</b>	<b>211,890</b>
<b><u>Internal Service Fund Charges</u></b>				
42100 Vehicle Operations and Maintenance	2,500	39,000	39,000	27,000
42105 Vehicle Replacement Charges	1,102	26,655	26,655	37,648

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

<b>Account</b>			<b>FY 2014</b>	<b>FY 2015</b>
<b>Number</b>	<b>Account Description</b>	<b>FY 2013</b>	<b>FY 2014</b>	<b>FY 2015</b>
		<b>Actual</b>	<b>Amended</b>	<b>Budget</b>
			<b>Budget</b>	<b>Request</b>
			<b>Estimated</b>	
			<b>Year-End</b>	
			<b>Total</b>	
42110	Computing and Comm. Equip Replacement	700	1,200	1,300
42115	Computing and Communications Operations	4,500	9,300	9,400
	<b>Subtotal - Internal Service Charges</b>	<b>8,802</b>	<b>76,155</b>	<b>75,348</b>
<b>Capital Outlay</b>				
43100	Equipment	-	8,500	-
43115	Building Improvements	16,590	-	-
	<b>Subtotal - Capital Outlay</b>	<b>16,590</b>	<b>8,500</b>	<b>-</b>
	<b>Total Expenditures</b>	<b>\$ 336,890</b>	<b>694,645</b>	<b>737,199</b>
			<b>702,014</b>	

<b>Account</b>			<b>FY 2014</b>	<b>FY 2015</b>
<b>Number</b>	<b>Department-Generated Revenues</b>	<b>FY 2013</b>	<b>FY 2014</b>	<b>FY 2015</b>
		<b>Actual</b>	<b>Amended</b>	<b>Budget</b>
			<b>Budget</b>	<b>Request</b>
			<b>Estimated</b>	
			<b>Year-End</b>	
			<b>Total</b>	
54215	Library Lease	\$ 33,719	33,479	33,479
56400	Ingalls Park North	27,922	37,665	46,720
56405	Ingalls Park South	64,963	120,000	69,720
56420	Bleacher Rental	6,300	9,450	9,450
56422	Rental Services	22,539	6,840	28,000
56423	Rental Facility Insurance	2,747	3,000	3,000
56424	Fire Station Community Room	842	3,000	500
56445	Security Guard Services	8,505	7,371	7,400
56450	Cleaning Fee	8,238	8,800	6,500
56455	Cleaning Fee - Restrooms	1,157	1,380	1,800
56905	Banner Installation	2,990	7,699	1,960
		<b>\$ 179,922</b>	<b>238,684</b>	<b>208,529</b>



## **Animal Control**

## **PARKS, RECREATION and COMMUNITY SERVICES**

### **Animal Control Division 765**

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

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

<b><i>Expenditures:</i></b>	<b><i>FY 2013 Actual</i></b>	<b><i>FY 2014 Amended Budget</i></b>	<b><i>FY 2014 Estimated Year-End Total</i></b>	<b><i>FY 2015 Budget Request</i></b>
Salaries and Benefits	\$ 450,566	396,682	376,007	410,824
Employee Related Expenditures	2,684	3,353	3,893	2,820
Supplies and Services	38,643	39,881	42,162	38,780
Maintenance and Rentals	19,555	14,931	14,986	14,000
Operations and Utilities	17,147	16,895	16,926	16,895
Contractual and Professional Services	65,092	44,969	44,969	44,000
Miscellaneous	-	-	-	-
CRA Programs	-	-	-	-
Internal Service Fund Charges	42,724	53,724	53,724	64,658
Capital Outlay	20,545	5,400	5,400	-
Transfers	-	-	-	-
<b><i>Total Expenditures</i></b>	<b><i>\$ 656,956</i></b>	<b><i>575,835</i></b>	<b><i>558,067</i></b>	<b><i>591,977</i></b>

<b><i>Funding Sources:</i></b>	<b><i>FY 2013 Actual</i></b>	<b><i>FY 2014 Amended Budget</i></b>	<b><i>FY 2014 Estimated Year-End Total</i></b>	<b><i>FY 2015 Budget Request</i></b>
General Fund	\$ 656,956	575,835	558,067	591,977
Water Fund	-	-	-	-
Sewer Fund	-	-	-	-
Gas Tax Fund	-	-	-	-
NPDES Storm Drainage Fund	-	-	-	-
Internal Service Fund	-	-	-	-
Redevelopment Funds	-	-	-	-
<b><i>Total Funding Sources</i></b>	<b><i>\$ 656,956</i></b>	<b><i>575,835</i></b>	<b><i>558,067</i></b>	<b><i>591,977</i></b>

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

<b>Account</b>			<b>FY 2014</b>	<b>FY 2014</b>	<b>FY 2015</b>
<b>Number</b>	<b>Account Description</b>	<b>FY 2013</b>	<b>Amended</b>	<b>Estimated</b>	<b>Budget</b>
		<b>Actual</b>	<b>Budget</b>	<b>Year-End</b>	<b>Request</b>
				<b>Total</b>	
<b><u>Salaries and Benefits</u></b>					
30100	Salaries, Full Time	\$ 189,393	143,954	138,042	165,175
30105	Salaries, Part Time	76,793	54,910	55,000	62,150
30110	Salaries, Overtime	25,632	33,599	33,500	25,000
30106	Salaries, Part Time (32 hour)	56,726	66,675	56,726	50,160
30200	PERS Retirement	48,059	39,393	43,931	55,260
30205	Employee Group Insurance	44,316	47,321	38,655	43,899
30215	Medical Savings Account	388	240	234	240
30220	FICA/Medicare Insurance	3,935	3,850	4,107	4,386
30225	Sick leave buy back	2,250	2,200	1,229	1,500
30230	Annual Vacation Cash Out	-	1,500	1,707	1,500
30235	Deferred Compensation	1,573	3,040	1,375	1,554
30245	Workers Compensation	1,501	-	1,500	-
	<b>Subtotal - Salaries and Benefits</b>	<b>450,566</b>	<b>396,682</b>	<b>376,007</b>	<b>410,824</b>
<b><u>Employee Related Expenditures</u></b>					
30300	Conferences and Meetings	1,001	520	1,045	1,300
30310	Uniforms & Safety Gear	1,558	2,528	2,528	1,200
30320	Dues, Memberships and Subscriptions	125	305	320	320
	<b>Subtotal - Employee Related</b>	<b>2,684</b>	<b>3,353</b>	<b>3,893</b>	<b>2,820</b>
<b><u>Supplies and Services</u></b>					
30400	Office Supplies	8,058	5,175	6,812	5,700
30415	Special Departmental	21,276	30,626	31,000	29,000
30425	Small Tools	76	200	200	200
30435	Software Expense	9,233	3,880	4,150	3,880
	<b>Subtotal - Supplies and Services</b>	<b>38,643</b>	<b>39,881</b>	<b>42,162</b>	<b>38,780</b>
<b><u>Maintenance and Rentals</u></b>					
32200	Building and ground maintenance	19,555	14,931	14,986	14,000
	<b>Subtotal - Maintenance &amp; Rentals</b>	<b>19,555</b>	<b>14,931</b>	<b>14,986</b>	<b>14,000</b>
<b><u>Operations and Utilities</u></b>					
33100	Utilities	17,147	16,895	16,926	16,895
	<b>Subtotal - Operations &amp; Utilities</b>	<b>17,147</b>	<b>16,895</b>	<b>16,926</b>	<b>16,895</b>
<b><u>Contractual and Professional Services</u></b>					
34100	Contractual Services	30,806	22,969	22,969	22,000
34160	Spay & Neuter	34,286	22,000	22,000	22,000
	<b>Subtotal - Contractual &amp; Professional</b>	<b>65,092</b>	<b>44,969</b>	<b>44,969</b>	<b>44,000</b>

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

<b>Account Number</b>	<b>Account Description</b>	<b>FY 2013 Actual</b>	<b>FY 2014 Amended Budget</b>	<b>FY 2014</b>	<b>FY 2015</b>
				<b>Estimated Year-End Total</b>	<b>Budget Request</b>
<b><u>Internal Service Fund Charges</u></b>					
42100	Vehicle Operations and Maintenance	15,000	15,000	15,000	15,000
42105	Vehicle Replacement Charges	7,224	7,224	7,224	17,558
42110	Computing and Comm. Equip Replacement	2,600	3,700	3,700	3,800
42115	Computing and Communications Operations	17,900	27,800	27,800	28,300
	<b>Subtotal - Internal Service Charges</b>	<b>42,724</b>	<b>53,724</b>	<b>53,724</b>	<b>64,658</b>
<b><u>Capital Outlay</u></b>					
43100	Equipment	16,945	5,400	5,400	-
43115	Building Improvements	3,600	-	-	-
	<b>Subtotal - Capital Outlay</b>	<b>20,545</b>	<b>5,400</b>	<b>5,400</b>	<b>-</b>
	<b>Total Expenditures</b>	<b>\$ 656,956</b>	<b>575,835</b>	<b>558,067</b>	<b>591,977</b>

<b>Account Number</b>	<b>Department-Generated Revenues</b>	<b>FY 2013 Actual</b>	<b>FY 2014 Amended Budget</b>	<b>FY 2014</b>	<b>FY 2015</b>
				<b>Estimated Year-End Total</b>	<b>Budget Request</b>
54110	Citation Fees	\$ -	-	700	800
56900	AC After Hr Call Reimb	2,173	1,000	1,700	1,250
57305	Impound Fees	9,836	8,000	8,150	8,100
57310	Adoption Fees	16,655	12,000	12,000	12,000
57315	Spay & Neuter Services	34,286	23,000	20,500	22,000
57320	Animal Donation(water bill)	16,837	10,400	9,000	10,000
57325	Dog License	81,502	105,269	105,269	105,269
57330	Ranch License	125	-	-	-
57335	Poultry License Fee	78	-	-	-
57340	Miscellaneous Animal Control Fees	7,575	4,526	5,500	4,800
57345	AC Softwre Maintenance Fee	9,442	7,800	9,943	7,800
	<b>Total Revenues</b>	<b>\$ 178,509</b>	<b>171,995</b>	<b>172,762</b>	<b>172,019</b>



**Community Development  
Block Grant (CDBG)**

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

<b><i>Expenditures:</i></b>		<b><i>FY 2013</i></b>	<b><i>FY 2014</i></b>	<b><i>FY 2014</i></b>	<b><i>FY 2015</i></b>
		<b><i>Actual</i></b>	<b><i>Amended</i></b>	<b><i>Estimated</i></b>	<b><i>Budget</i></b>
			<b><i>Budget</i></b>	<b><i>Year-End</i></b>	<b><i>Request</i></b>
				<b><i>Total</i></b>	
Salaries and Benefits	\$	-	-	-	-
Employee Related Expenditures		-	-	-	-
Supplies and Services		-	-	-	-
Maintenance and Rentals		-	-	-	-
Operations and Utilities		-	-	-	-
Contractual and Professional Services		-	-	-	-
Miscellaneous		-	-	-	-
CRA Programs		-	-	-	-
Internal Service Fund Charges		-	-	-	-
Capital Outlay		-	133,659	70,300	137,497
Transfers		13,509	17,250	17,250	12,069
<b><i>Total Expenditures</i></b>	<b><i>\$</i></b>	<b><i>13,509</i></b>	<b><i>150,909</i></b>	<b><i>87,550</i></b>	<b><i>149,566</i></b>

<b><i>Funding Sources:</i></b>		<b><i>FY 2013</i></b>	<b><i>FY 2014</i></b>	<b><i>FY 2014</i></b>	<b><i>FY 2015</i></b>
		<b><i>Actual</i></b>	<b><i>Amended</i></b>	<b><i>Estimated</i></b>	<b><i>Budget</i></b>
			<b><i>Budget</i></b>	<b><i>Year-End</i></b>	<b><i>Request</i></b>
				<b><i>Total</i></b>	
General Fund	\$	-	-	-	-
Water Fund		-	-	-	-
Sewer Fund		-	-	-	-
Gas Tax Fund		-	-	-	-
NPDES Storm Drainage Fund		-	-	-	-
Internal Service Fund		-	-	-	-
Grants		13,509	150,909	87,550	149,566
<b><i>Total Funding Sources</i></b>	<b><i>\$</i></b>	<b><i>13,509</i></b>	<b><i>150,909</i></b>	<b><i>87,550</i></b>	<b><i>149,566</i></b>

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

<b>Account Number</b>	<b>Account Description</b>	<b>FY 2013 Actual</b>	<b>FY 2014 Amended Budget</b>	<b>FY 2014 Estimated Year-End Total</b>	<b>FY 2015 Budget Request</b>
<b><u>Capital Outlay</u></b>					
43115	Building Improvements	\$ -	133,659	70,300	137,497
	<b>Subtotal - Capital Outlay</b>	<b>-</b>	<b>133,659</b>	<b>70,300</b>	<b>137,497</b>
<b><u>Transfers</u></b>					
44100	Transfers	13,509	17,250	17,250	12,069
	<b>Subtotal - Transfers</b>	<b>13,509</b>	<b>17,250</b>	<b>17,250</b>	<b>12,069</b>
	<b>Total Expenditures</b>	<b>\$ 13,509</b>	<b>150,909</b>	<b>87,550</b>	<b>149,566</b>



## Special Events

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

<b><i>Expenditures:</i></b>	<b><i>FY 2013 Actual</i></b>	<b><i>FY 2014 Amended Budget</i></b>	<b><i>FY 2014 Estimated Year-End Total</i></b>	<b><i>FY 2015 Budget Request</i></b>
Salaries and Benefits	\$ -	-	4,535	14,140
Employee Related Expenditures	-	-	-	-
Supplies and Services	-	-	2,295	7,861
Maintenance and Rentals	-	-	-	2,131
Operations and Utilities	-	-	-	-
Contractual and Professional Services	-	-	31,462	63,240
Miscellaneous	-	-	-	-
CRA Programs	-	-	-	-
Internal Service Fund Charges	-	-	458	-
Capital Outlay	-	-	-	-
Transfers	-	-	-	-
<b><i>Total Expenditures</i></b>	<b><i>\$ -</i></b>	<b><i>-</i></b>	<b><i>38,750</i></b>	<b><i>87,372</i></b>

<b><i>Funding Sources:</i></b>	<b><i>FY 2013 Actual</i></b>	<b><i>FY 2014 Amended Budget</i></b>	<b><i>FY 2014 Estimated Year-End Total</i></b>	<b><i>FY 2015 Budget Request</i></b>
General Fund	\$ -	-	38,750	87,372
Water Fund	-	-	-	-
Sewer Fund	-	-	-	-
Gas Tax Fund	-	-	-	-
NPDES Storm Drainage Fund	-	-	-	-
Internal Service Fund	-	-	-	-
Miscellaneous Grants	-	-	-	-
<b><i>Total Funding Sources</i></b>	<b><i>\$ -</i></b>	<b><i>-</i></b>	<b><i>38,750</i></b>	<b><i>87,372</i></b>

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

<b>Account Number</b>	<b>Account Description</b>	<b>FY 2013 Actual</b>	<b>FY 2014 Amended Budget</b>	<b>FY 2014 Estimated Year-End Total</b>	<b>FY 2015 Budget Request</b>
<b><u>Salaries and Benefits</u></b>					
30105	Salaries, Part Time	\$ -	-	-	1,464
30110	Salaries, Overtime	-	-	-	198
30220	FICA/Medicare Insurance	-	-	-	24
30235	Deferred Compensation	-	-	-	42
	<b>Subtotal - Salaries and Benefits</b>	-	-	-	1,728
<b><u>Supplies and Services</u></b>					
30400	Office Supplies				
30415	Special Departmental	-	-	270	-
30440	Advertising and Promotion	-	-	-	700
	<b>Subtotal - Supplies and Services</b>	-	-	270	700
<b><u>Contractual and Professional Services</u></b>					
34150	Special Events	-	-	-	11,672
	<b>Subtotal - Contractual &amp; Professional</b>	-	-	-	11,672
	<b>Total Expenditures</b>	<b>\$ -</b>	<b>-</b>	<b>270</b>	<b>14,100</b>

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

<b>Account Number</b>	<b>Account Description</b>	<b>FY 2013 Actual</b>	<b>FY 2014 Amended Budget</b>	<b>FY 2014 Estimated Year-End Total</b>	<b>FY 2015 Budget Request</b>
<b><u>Salaries and Benefits</u></b>					
30100	Salaries, Full Time	\$ -	-	-	203
30105	Salaries, Part Time	-	-	-	1,101
30110	Salaries, Overtime	-	-	-	101
30200	PERS Retirement	-	-	-	61
30220	FICA/Medicare Insurance	-	-	-	20
30235	Deferred Compensation	-	-	-	28
	<b>Subtotal - Salaries and Benefits</b>	-	-	-	1,514
<b><u>Supplies and Services</u></b>					
30415	Special Departmental	-	-	22	-
30440	Advertising and Promotion	-	-	-	200
	<b>Subtotal - Supplies and Services</b>	-	-	22	200
<b><u>Contractual and Professional Services</u></b>					
34100	Contractual Services	-	-	6,000	-
34150	Special Events	-	-	-	16,850
	<b>Subtotal - Contractual &amp; Professional</b>	-	-	6,000	16,850
	<b>Total Expenditures</b>	\$ -	-	6,022	18,564

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

<b>Account Number</b>	<b>Account Description</b>	<b>FY 2013 Actual</b>	<b>FY 2014 Amended Budget</b>	<b>FY 2014 Estimated Year-End Total</b>	<b>FY 2015 Budget Request</b>
<b><u>Salaries and Benefits</u></b>					
30100	Salaries, Full Time	\$ -	-	171	-
30105	Salaries, Part Time	-	-	1,609	1,506
30110	Salaries, Overtime	-	-	1,937	2,003
30220	FICA/Medicare Insurance	-	-	23	51
30235	Deferred Compensation	-	-	39	38
	<b>Subtotal - Salaries and Benefits</b>	-	-	3,779	3,598
<b><u>Supplies and Services</u></b>					
30400	Office Supplies	-	-	26	-
30415	Special Departmental	-	-	1,478	3,530
30440	Advertising and Promotion	-	-	-	200
	<b>Subtotal - Supplies and Services</b>	-	-	1,504	3,730
<b><u>Maintenance and Rentals</u></b>					
32105	Equipment Rental	-	-	-	289
	<b>Subtotal - Maintenance &amp; Rentals</b>	-	-	-	289
<b><u>Contractual and Professional Services</u></b>					
34100	Contractual Services	-	-	14,814	-
34150	Special Events	-	-	-	19,021
	<b>Subtotal - Contractual &amp; Professional</b>	-	-	14,814	19,021
<b><u>Internal Service Fund Charges</u></b>					
42100	Vehicle Operations and Maintenance	-	-	458	-
	<b>Subtotal - Internal Service Charges</b>	-	-	458	-
	<b>Total Expenditures</b>	<b>\$ -</b>	<b>-</b>	<b>20,555</b>	<b>26,638</b>

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

<b>Account Number</b>	<b>Account Description</b>	<b>FY 2013 Actual</b>	<b>FY 2014 Amended Budget</b>	<b>FY 2014 Estimated Year-End Total</b>	<b>FY 2015 Budget Request</b>
<b><u>Salaries and Benefits</u></b>					
30100	Salaries, Full Time	\$ -	-	-	1,623
30110	Salaries, Overtime	-	-	-	3,033
30200	PERS Retirement	-	-	-	484
30220	FICA/Medicare Insurance	-	-	-	68
	<b>Subtotal - Salaries and Benefits</b>	-	-	-	5,208
<b><u>Supplies and Services</u></b>					
30415	Special Departmental	-	-	-	1,906
	<b>Subtotal - Supplies and Services</b>	-	-	-	1,906
<b><u>Maintenance and Rentals</u></b>					
32105	Equipment Rental	-	-	-	1,842
	<b>Subtotal - Maintenance &amp; Rentals</b>	-	-	-	1,842
	<b>Total Expenditures</b>	\$ -	-	-	8,956

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

<b>Account Number</b>	<b>Account Description</b>	<b>FY 2013 Actual</b>	<b>FY 2014 Amended Budget</b>	<b>FY 2014 Estimated Year-End Total</b>	<b>FY 2015 Budget Request</b>
<b><u>Salaries and Benefits</u></b>					
30100	Salaries, Full Time	\$ -	-	-	203
30105	Salaries, Part Time	-	-	379	627
30200	PERS Retirement	-	-	-	61
30220	FICA/Medicare Insurance	-	-	-	12
30235	Deferred Compensation	-	-	-	16
	<b>Subtotal - Salaries and Benefits</b>	-	-	379	919
<b><u>Contractual and Professional Services</u></b>					
34100	Contractual Services	-	-	1,748	-
34150	Special Events	-	-	5,804	7,697
	<b>Subtotal - Contractual &amp; Professional</b>	-	-	7,552	7,697
	<b>Total Expenditures</b>	\$ -	-	7,931	8,616

<b>Account Number</b>	<b>Department-Generated Revenues</b>	<b>FY 2013 Actual</b>	<b>FY 2014 Amended Budget</b>	<b>FY 2014 Estimated Year-End Total</b>	<b>FY 2015 Budget Request</b>
56625	Day of the Cowboy	\$ 4,269	9,117	-	-

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

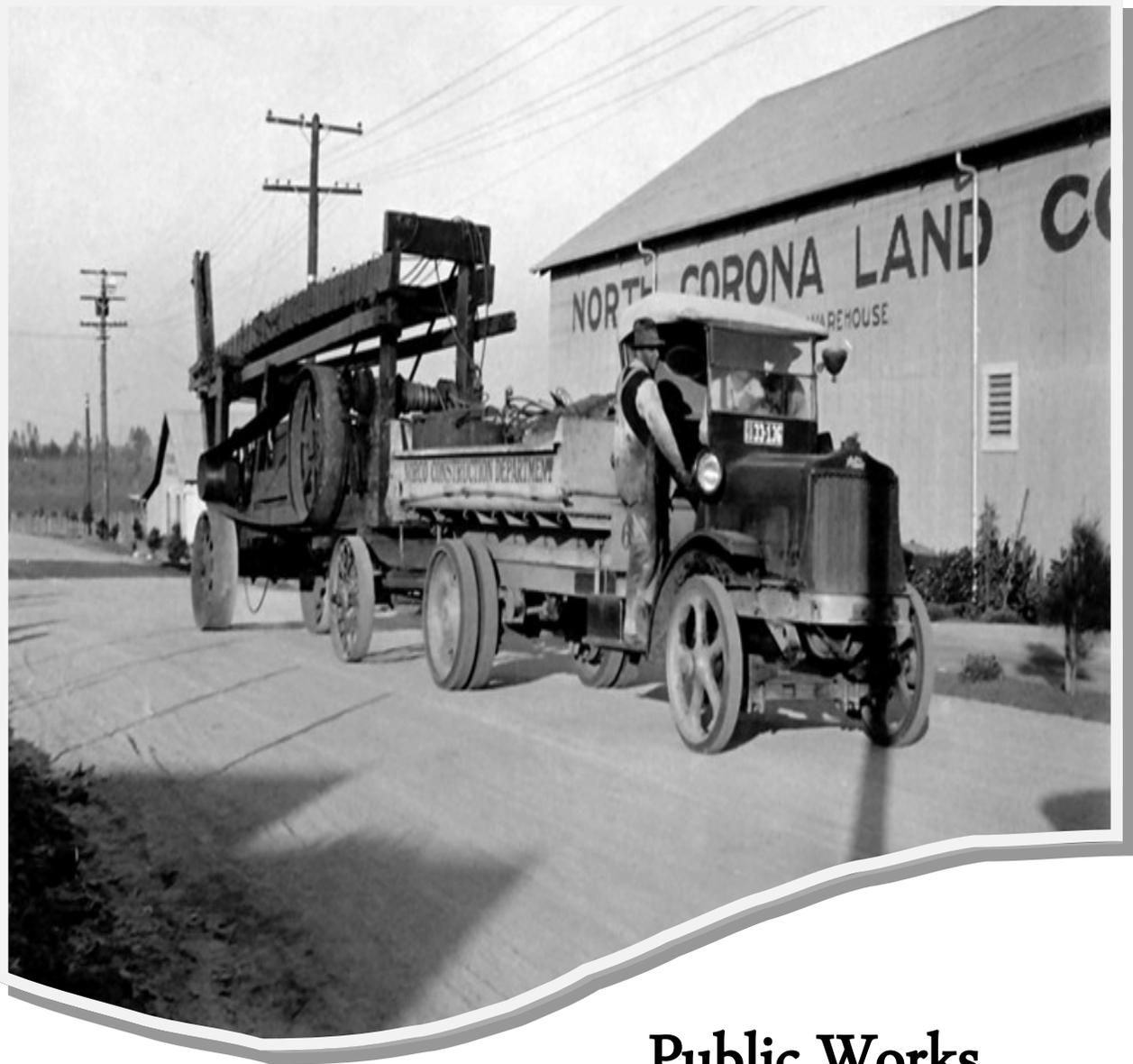
<b>Account Number</b>	<b>Account Description</b>	<b>FY 2013 Actual</b>	<b>FY 2014 Amended Budget</b>	<b>FY 2014 Estimated Year-End Total</b>	<b>FY 2015 Budget Request</b>
<b><u>Salaries and Benefits</u></b>					
30105	Salaries, Part Time	\$ -	-	-	675
30220	FICA/Medicare Insurance	-	-	-	10
30235	Deferred Compensation	-	-	-	17
	<b>Subtotal - Salaries and Benefits</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>702</b>
<b><u>Supplies and Services</u></b>					
30400	Office Supplies	-	-	-	-
30415	Special Departmental	-	-	22	-
	<b>Subtotal - Supplies and Services</b>	<b>-</b>	<b>-</b>	<b>22</b>	<b>-</b>
<b><u>Contractual and Professional Services</u></b>					
34100	Contractual Services	-	-	3,096	-
34150	Special Events	-	-	-	8,000
	<b>Subtotal - Contractual &amp; Professional</b>	<b>-</b>	<b>-</b>	<b>3,096</b>	<b>8,000</b>
	<b>Total Expenditures</b>	<b>\$ -</b>	<b>-</b>	<b>3,118</b>	<b>8,702</b>

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

<b>Account Number</b>	<b>Account Description</b>	<b>FY 2013 Actual</b>	<b>FY 2014 Amended Budget</b>	<b>FY 2014 Estimated Year-End Total</b>	<b>FY 2015 Budget Request</b>
<b><u>Salaries and Benefits</u></b>					
30105	Salaries, Part Time	\$ -	-	345	345
30220	FICA/Medicare Insurance	-	-	5	5
30235	Deferred Compensation	-	-	27	9
	<b>Subtotal - Salaries and Benefits</b>	<hr/> -	<hr/> -	<hr/> 377	<hr/> 359
<b><u>Supplies and Services</u></b>					
30400	Office Supplies				
30415	Special Departmental	-	-	301	650
	<b>Subtotal - Supplies and Services</b>	<hr/> -	<hr/> -	<hr/> 301	<hr/> 650
	<b>Total Expenditures</b>	<hr/> \$ -	<hr/> -	<hr/> 678	<hr/> 1,009

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

<b>Account Number</b>	<b>Account Description</b>	<b>FY 2013 Actual</b>	<b>FY 2014 Amended Budget</b>	<b>FY 2014 Estimated Year-End Total</b>	<b>FY 2015 Budget Request</b>
<b><u>Salaries and Benefits</u></b>					
30105	Salaries, Part Time	\$ -	-	-	107
30220	FICA/Medicare Insurance	-	-	-	2
30235	Deferred Compensation	-	-	-	3
	<b>Subtotal - Salaries and Benefits</b>	<hr/> -	<hr/> -	<hr/> -	<hr/> 112
<b><u>Supplies and Services</u></b>					
30415	Special Departmental	-	-	176	675
	<b>Subtotal - Supplies and Services</b>	<hr/> -	<hr/> -	<hr/> 176	<hr/> 675
	<b>Total Expenditures</b>	<hr/> \$ -	<hr/> -	<hr/> 176	<hr/> 787



**Public Works**

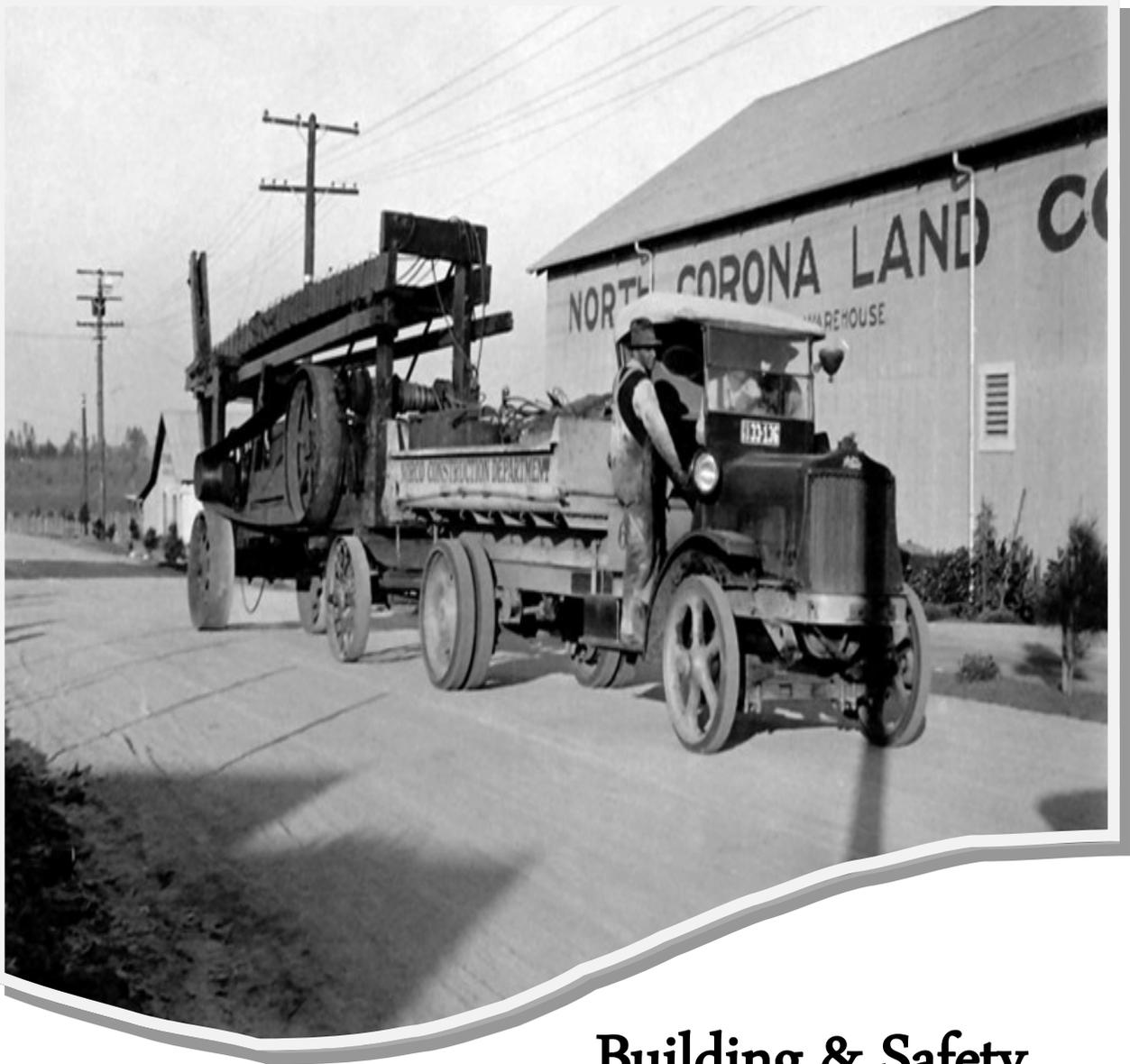
## **PUBLIC WORKS DEPARTMENT**

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

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

<b><i>Expenditures:</i></b>	<b><i>FY 2013 Actual</i></b>	<b><i>FY 2014 Amended Budget</i></b>	<b><i>FY 2014 Estimated Year-End Total</i></b>	<b><i>FY 2015 Budget Request</i></b>
Salaries and Benefits	\$ 1,458,075	1,687,510	1,446,037	1,819,488
Employee Related Expenditures	16,785	22,450	15,134	21,950
Supplies and Services	217,968	287,800	251,615	295,750
Maintenance and Rentals	245,942	226,610	242,905	258,310
Operations and Utilities	5,630,134	6,039,080	5,884,200	6,000,020
Contractual and Professional Services	1,880,426	2,357,615	2,397,905	2,467,131
Miscellaneous	562,792	562,216	562,216	562,216
Debt Service	2,862,064	2,860,516	2,860,516	2,862,816
CRA Programs	-	-	-	-
Internal Service Fund Charges	450,801	332,020	290,541	356,346
Capital Outlay	1,767	41,500	6,500	40,500
Transfers Out	269,925	804,446	804,446	804,446
<b><i>Total Expenditures</i></b>	<b><i>\$ 13,596,679</i></b>	<b><i>15,221,763</i></b>	<b><i>14,762,015</i></b>	<b><i>15,488,973</i></b>

<b><i>Funding Sources:</i></b>	<b><i>FY 2013 Actual</i></b>	<b><i>FY 2014 Amended Budget</i></b>	<b><i>FY 2014 Estimated Year-End Total</i></b>	<b><i>FY 2015 Budget Request</i></b>
General Fund	\$ 470,582	517,841	498,959	513,970
Water Fund	8,408,329	9,121,130	8,854,622	9,273,717
Sewer Fund	4,105,095	4,897,812	4,737,741	4,933,271
Gas Tax Fund	517,555	564,475	552,165	648,270
NPDES Storm Drainage Fund	95,118	120,505	118,529	119,746
Internal Service Fund	-	-	-	-
Redevelopment Funds	-	-	-	-
<b><i>Total Funding Sources</i></b>	<b><i>\$ 13,596,679</i></b>	<b><i>15,221,763</i></b>	<b><i>14,762,015</i></b>	<b><i>15,488,973</i></b>



## Building & Safety

# **PUBLIC WORKS DEPARTMENT**

## **Building & Safety Division 752**

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

### **2014-15 Goals & Objectives**

- Finalize database for Certificate of Occupancies on businesses.
- Records management system/scanning old permits.
- Front counter security.
- Adequate personnel to keep up with plan checks.
- Cross training of counter staff – Building & Safety/Engineering.

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

<b><i>Expenditures:</i></b>	<b><i>FY 2013 Actual</i></b>	<b><i>FY 2014 Amended Budget</i></b>	<b><i>FY 2014 Estimated Year-End Total</i></b>	<b><i>FY 2015 Budget Request</i></b>
Salaries and Benefits	\$ 139,850	148,186	135,582	144,774
Employee Related Expenditures	3,664	1,300	250	1,300
Supplies and Services	1,338	4,300	550	1,900
Maintenance and Rentals	-	-	-	-
Operations and Utilities	940	950	570	600
Contractual and Professional Services	44,263	52,125	52,125	73,451
Miscellaneous	-	-	-	-
CRA Programs	-	-	-	-
Internal Service Fund Charges	20,136	20,536	20,536	21,336
Capital Outlay	-	-	-	-
Transfers	-	-	-	-
<b><i>Total Expenditures</i></b>	<b><i>\$ 210,191</i></b>	<b><i>227,397</i></b>	<b><i>209,613</i></b>	<b><i>243,361</i></b>

<b><i>Funding Sources:</i></b>	<b><i>FY 2013 Actual</i></b>	<b><i>FY 2014 Amended Budget</i></b>	<b><i>FY 2014 Estimated Year-End Total</i></b>	<b><i>FY 2015 Budget Request</i></b>
General Fund	\$ 210,191	227,397	209,613	243,361
Water Fund	-	-	-	-
Sewer Fund	-	-	-	-
Gas Tax Fund	-	-	-	-
NPDES Storm Drainage Fund	-	-	-	-
Internal Service Fund	-	-	-	-
<b><i>Total Funding Sources</i></b>	<b><i>\$ 210,191</i></b>	<b><i>227,397</i></b>	<b><i>209,613</i></b>	<b><i>243,361</i></b>

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

<b>Account Number Account Description</b>	<b>FY 2013 Actual</b>	<b>FY 2014 Amended Budget</b>	<b>FY 2014 Estimated Year-End Total</b>	<b>FY 2015 Budget Request</b>
<b><u>Salaries and Benefits</u></b>				
30100 Salaries, Full Time	\$ 56,017	84,027	83,778	85,372
30105 Salaries, Part Time	52,352	6,000	4,500	6,000
30106 Salaries, Part Time (32 hour)	-	12,480	7,566	12,176
30200 PERS Retirement	12,905	22,994	17,776	17,295
30205 Employee Group Insurance	15,737	19,437	19,171	20,979
30220 FICA/Medicare Insurance	1,578	1,486	1,390	1,502
30225 Sick leave buy back	-	300	1,289	1,300
30230 Annual Vacation Cash Out	-	1,000	-	-
30235 Deferred Compensation	1,261	462	113	150
<b>Subtotal - Salaries and Benefits</b>	<b>139,850</b>	<b>148,186</b>	<b>135,582</b>	<b>144,774</b>
<b><u>Employee Related Expenditures</u></b>				
30300 Conferences and Meetings	449	600	-	600
30310 Uniforms & Safety Gear	267	300	-	300
30320 Dues, Memberships and Subscriptions	2,948	400	250	400
<b>Subtotal - Employee Related</b>	<b>3,664</b>	<b>1,300</b>	<b>250</b>	<b>1,300</b>
<b><u>Supplies and Services</u></b>				
30400 Office Supplies	784	200	300	300
30405 Printing & Copies	129	100	-	100
30415 Special Departmental	425	4,000	250	1,500
<b>Subtotal - Supplies and Services</b>	<b>1,338</b>	<b>4,300</b>	<b>550</b>	<b>1,900</b>
<b><u>Operations and Utilities</u></b>				
33100 Utilities	940	950	570	600
<b>Subtotal - Operations &amp; Utilities</b>	<b>940</b>	<b>950</b>	<b>570</b>	<b>600</b>
<b><u>Contractual and Professional Services</u></b>				
34100 Contractual Services	44,263	52,125	52,125	73,451
<b>Subtotal - Contractual &amp; Professional</b>	<b>44,263</b>	<b>52,125</b>	<b>52,125</b>	<b>73,451</b>
<b><u>Internal Service Fund Charges</u></b>				
42100 Vehicle Operations and Maintenance	2,000	2,000	2,000	2,400
42105 Vehicle Replacement Charges	2,736	2,736	2,736	2,736
42110 Computing and Comm. Equip Replacement	2,000	1,900	1,900	2,000
42115 Computing and Communications Operations	13,400	13,900	13,900	14,200
<b>Subtotal - Internal Service Charges</b>	<b>20,136</b>	<b>20,536</b>	<b>20,536</b>	<b>21,336</b>
<b>Total Expenditures</b>	<b>\$ 210,191</b>	<b>227,397</b>	<b>209,613</b>	<b>243,361</b>

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

<b>Account</b>			<b>FY 2014</b>	<b>FY 2014</b>	<b>FY 2015</b>
<b>Number</b>	<b>Department-Generated Revenues</b>	<b>FY 2013</b>	<b>Amended</b>	<b>Estimated</b>	<b>Budget</b>
		<b>Actual</b>	<b>Budget</b>	<b>Year-End</b>	<b>Request</b>
				<b>Total</b>	
55300	Building Permits	\$ 7,851	2,500	12,000	5,000
55305	Building Permit Fees	206,614	140,000	130,000	147,850
55310	Plan Check Fees	133,488	81,000	96,000	145,334
55315	Electrical Permit Fees	33,529	18,000	25,000	27,201
55320	Plumbing Permit Fees	12,544	7,000	12,000	15,024
55325	Mechanical Permit Fees	24,803	15,025	15,025	15,065
55330	Sewer Permit Fees	1,020	1,000	1,000	1,000
55335	Special Inspection Fees	4,219	2,600	4,300	2,500
	<b>Total Revenues</b>	<b>\$ 424,068</b>	<b>267,125</b>	<b>295,325</b>	<b>358,974</b>



**Engineering**

# **PUBLIC WORKS DEPARTMENT**

## **Engineering Division 800**

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

### **2014-15 Goals & Objectives**

- Hire Associate Engineer to assist Department.
- Integrated program for all permits/database.
- Scan permits for ease of research.
- Enhanced communication between other divisions on projects.
- Cross training of counter staff – Building & Safety/Engineering.

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

<b><i>Expenditures:</i></b>	<b><i>FY 2013 Actual</i></b>	<b><i>FY 2014 Amended Budget</i></b>	<b><i>FY 2014 Estimated Year-End Total</i></b>	<b><i>FY 2015 Budget Request</i></b>
Salaries and Benefits	\$ 186,816	212,425	215,396	352,371
Employee Related Expenditures	17	100	-	100
Supplies and Services	505	1,200	900	1,200
Maintenance and Rentals	-	-	-	-
Operations and Utilities	433	500	100	420
Contractual and Professional Services	17,920	31,000	27,000	31,000
Miscellaneous	-	-	-	-
CRA Programs	-	-	-	-
Internal Service Fund Charges	26,000	31,900	31,900	32,600
Capital Outlay	-	-	-	-
Transfers	-	-	-	-
<b><i>Total Expenditures</i></b>	<b><i>\$ 231,691</i></b>	<b><i>277,125</i></b>	<b><i>275,296</i></b>	<b><i>417,691</i></b>

<b><i>Funding Sources:</i></b>	<b><i>FY 2013 Actual</i></b>	<b><i>FY 2014 Amended Budget</i></b>	<b><i>FY 2014 Estimated Year-End Total</i></b>	<b><i>FY 2015 Budget Request</i></b>
General Fund	\$ 178,081	193,622	204,749	177,119
Water Fund	24,013	32,526	28,196	100,218
Sewer Fund	23,399	32,526	28,196	100,218
Gas Tax Fund	6,198	12,064	7,763	33,378
NPDES Storm Drainage Fund	-	6,387	6,393	6,757
Internal Service Fund	-	-	-	-
Redevelopment Funds	-	-	-	-
<b><i>Total Funding Sources</i></b>	<b><i>\$ 231,691</i></b>	<b><i>277,125</i></b>	<b><i>275,296</i></b>	<b><i>417,691</i></b>

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

<b>Account Number</b>	<b>Account Description</b>	<b>FY 2013 Actual</b>	<b>FY 2014 Amended Budget</b>	<b>FY 2014 Estimated Year-End Total</b>	<b>FY 2015 Budget Request</b>
<b><u>Salaries and Benefits</u></b>					
30100	Salaries, Full Time	\$ 80,915	76,394	80,663	67,124
30105	Salaries, Part Time	15,641	-	12,792	7,100
30106	Salaries, Part Time (32 hour)	-	12,480	11,108	3,409
30200	PERS Retirement	20,722	20,905	21,647	18,013
30205	Employee Group Insurance	12,979	11,972	11,314	12,536
30210	Vehicle Allowance	-	3,360	3,360	480
30212	Cell Phone Stipend	78	-	400	60
30215	Medical Savings Account	170	210	211	174
30220	FICA/Medicare Insurance	1,436	1,289	1,516	1,126
30225	Sick leave buy back	922	1,500	1,518	700
30230	Annual Vacation Cash Out	-	500	-	900
30235	Deferred Compensation	343	312	320	178
	<b>Subtotal - Salaries and Benefits</b>	<b>133,206</b>	<b>128,922</b>	<b>144,849</b>	<b>111,799</b>
<b><u>Employee Related Expenditures</u></b>					
30300	Conferences and Meetings	17	100	-	100
	<b>Subtotal - Employee Related</b>	<b>17</b>	<b>100</b>	<b>-</b>	<b>100</b>
<b><u>Supplies and Services</u></b>					
30400	Office Supplies	338	500	400	500
30415	Special Departmental	167	500	500	500
30425	Small Tools	-	200	-	200
	<b>Subtotal - Supplies and Services</b>	<b>505</b>	<b>1,200</b>	<b>900</b>	<b>1,200</b>
<b><u>Operations and Utilities</u></b>					
33100	Utilities	433	500	100	420
	<b>Subtotal - Operations &amp; Utilities</b>	<b>433</b>	<b>500</b>	<b>100</b>	<b>420</b>
<b><u>Contractual and Professional Services</u></b>					
34100	Contractual Services	17,896	26,000	26,000	26,000
34105	Other Professional Services	24	5,000	1,000	5,000
	<b>Subtotal - Contractual &amp; Professional</b>	<b>17,920</b>	<b>31,000</b>	<b>27,000</b>	<b>31,000</b>
<b><u>Internal Service Fund Charges</u></b>					
42110	Computing and Comm. Equip Replacement	3,700	4,100	4,100	4,300
42115	Computing and Communications Operations	22,300	27,800	27,800	28,300
	<b>Subtotal - Internal Service Charges</b>	<b>26,000</b>	<b>31,900</b>	<b>31,900</b>	<b>32,600</b>
	<b>Total Expenditures</b>	<b>\$ 178,081</b>	<b>193,622</b>	<b>204,749</b>	<b>177,119</b>

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

<b>Account Number</b>	<b>Department-Generated Revenues</b>	<b>FY 2013 Actual</b>	<b>FY 2014 Amended Budget</b>	<b>FY 2014 Estimated Year-End Total</b>	<b>FY 2015 Budget Request</b>
55400	Encroachment Fees	\$ 55,824	28,345	41,000	32,833
55405	Grading Permit	4,755	7,888	4,600	3,222
55410	Grading Plan Check Fees (inc. WQMP)	7,362	12,935	6,000	5,260
55415	Overload Moving Permit	900	1,000	725	1,000
55420	Final Map Check	-	6,000	5,600	24,210
55425	Improvement Plan Check	528	5,455	7,000	11,582
55430	Lot Merger/Adjustment/PAKA	2,034	4,415	1,853	4,415
		<b>\$ 71,403</b>	<b>66,038</b>	<b>66,778</b>	<b>82,522</b>

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

<b>Account Number</b>	<b>Account Description</b>	<b>FY 2013 Actual</b>	<b>FY 2014 Amended Budget</b>	<b>FY 2014 Estimated Year-End Total</b>	<b>FY 2015 Budget Request</b>
<b><u>Salaries and Benefits</u></b>					
30100	Salaries, Full Time	\$ 15,661	16,606	17,747	63,563
30105	Salaries, Part Time	1,149	7,500	2,035	2,400
30106	Salaries, Part Time (32 hour)	-	-	-	2,922
30200	PERS Retirement	4,105	4,544	4,288	17,843
30205	Employee Group Insurance	2,521	2,520	2,427	8,516
30210	Vehicle Allowance	-	600	600	1,920
30212	Cell Phone Stipend	17	-	71	240
30215	Medical Savings Account	29	38	38	156
30220	FICA/Medicare Insurance	255	350	287	999
30225	Sick leave buy back	276	90	290	700
30230	Annual Vacation Cash Out	-	90	362	900
30235	Deferred Compensation	-	188	51	60
<b>Subtotal - Salaries and Benefits</b>		<b>\$ 24,013</b>	<b>32,526</b>	<b>28,196</b>	<b>100,218</b>

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

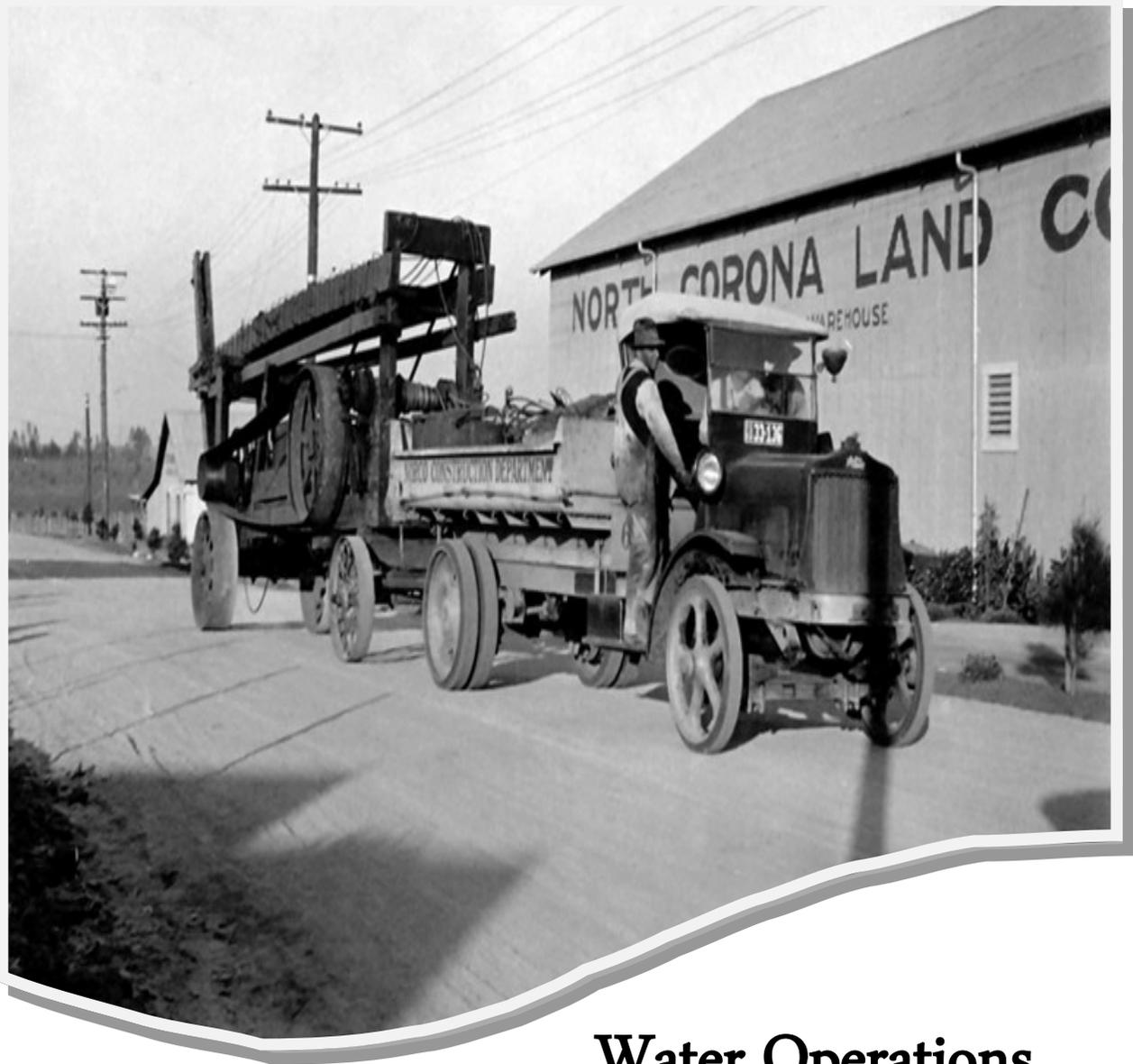
<b>Account</b>			<b>FY 2014</b>	<b>FY 2014</b>	<b>FY 2015</b>
<b>Number</b>	<b>Account Description</b>	<b>FY 2013</b>	<b>Amended</b>	<b>Estimated</b>	<b>Budget</b>
		<b>Actual</b>	<b>Budget</b>	<b>Year-End</b>	<b>Request</b>
				<b>Total</b>	
<b><u>Salaries and Benefits</u></b>					
30100	Salaries, Full Time	\$ 15,232	16,606	17,747	63,563
30105	Salaries, Part Time	1,149	7,500	2,035	2,400
30106	Salaries, Part Time (32 hour)	-	-	-	2,922
30200	PERS Retirement	3,978	4,544	4,288	17,843
30205	Employee Group Insurance	2,470	2,520	2,427	8,516
30210	Vehicle Allowance	-	600	600	1,920
30212	Cell Phone Stipend	17	-	71	240
30215	Medical Savings Account	29	38	38	156
30220	FICA/Medicare Insurance	248	350	287	999
30225	Sick leave buy back	276	90	290	700
30230	Annual Vacation Cash Out	-	90	362	900
30235	Deferred Compensation	-	188	51	60
	<b><i>Subtotal - Salaries and Benefits</i></b>	<b>\$ 23,399</b>	<b>32,526</b>	<b>28,196</b>	<b>100,218</b>

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

<b>Account Number</b>	<b>Account Description</b>	<b>FY 2013 Actual</b>	<b>FY 2014 Amended Budget</b>	<b>FY 2014 Estimated Year-End Total</b>	<b>FY 2015 Budget Request</b>
<b><u>Salaries and Benefits</u></b>					
30100	Salaries, Full Time	\$ 4,039	4,798	5,038	19,501
30105	Salaries, Part Time	-	4,500	-	600
30106	Salaries, Part Time (32 hour)	-	-	-	2,922
30200	PERS Retirement	1,071	1,313	1,380	5,813
30205	Employee Group Insurance	765	770	737	2,966
30210	Vehicle Allowance	-	240	240	480
30212	Cell Phone Stipend	10	-	31	60
30215	Medical Savings Account	11	15	15	54
30220	FICA/Medicare Insurance	62	135	73	334
30225	Sick leave buy back	240	90	104	333
30230	Annual Vacation Cash Out	-	90	145	300
30235	Deferred Compensation	-	113	-	15
<b>Subtotal - Salaries and Benefits</b>		<b>\$ 6,198</b>	<b>12,064</b>	<b>7,763</b>	<b>33,378</b>

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

<b>Account Number</b>	<b>Account Description</b>	<b>FY 2013 Actual</b>	<b>FY 2014 Amended Budget</b>	<b>FY 2014 Estimated Year-End Total</b>	<b>FY 2015 Budget Request</b>
<b><u>Salaries and Benefits</u></b>					
30105	Salaries, Part Time	\$ -	6,000	6,150	6,500
30220	FICA/Medicare Insurance	-	87	89	94
30225	Sick leave buy back	-	130	-	-
30230	Annual Vacation Cash Out	-	20	-	-
30235	Deferred Compensation	-	150	154	163
	<b>Subtotal - Salaries and Benefits</b>	<b>\$ -</b>	<b>6,387</b>	<b>6,393</b>	<b>6,757</b>



## Water Operations

# **PUBLIC WORKS**

## **Water Division 804**

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

### **2014-15 Goals & Objectives**

- Revise Bluff Treatment Plant.
- Complete Title 22 source water sampling.
- UCMR complete phase 3.
- Improve facility maintenance.
- Complete new DHS system permit.
- Identify water infrastructure in GIS (FH, valves, sample stations).
- Complete cross connection program.

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

<b>Expenditures:</b>	<b>FY 2013 Actual</b>	<b>FY 2014 Amended Budget</b>	<b>FY 2014 Estimated Year-End Total</b>	<b>FY 2015 Budget Request</b>
Salaries and Benefits	\$ 567,181	663,120	549,657	661,990
Employee Related Expenditures	10,431	15,000	12,517	15,000
Supplies and Services	150,706	159,000	154,500	173,500
Maintenance and Rentals	167,431	132,310	130,310	136,310
Operations and Utilities	5,494,989	5,907,930	5,757,930	5,866,900
Contractual and Professional Services	108,778	157,000	204,000	244,420
Miscellaneous	362,792	362,216	362,216	362,216
Debt Service	1,068,484	1,067,062	1,067,062	1,067,272
CRA Programs	-	-	-	-
Internal Service Fund Charges	301,596	159,592	143,113	174,755
Capital Outlay	-	20,000	1,000	20,000
Transfers	135,551	427,223	427,223	427,223
<b>Total Expenditures</b>	<b>\$ 8,367,939</b>	<b>9,070,453</b>	<b>8,809,528</b>	<b>9,149,586</b>

<b>Funding Sources:</b>	<b>FY 2013 Actual</b>	<b>FY 2014 Amended Budget</b>	<b>FY 2014 Estimated Year-End Total</b>	<b>FY 2015 Budget Request</b>
General Fund	\$ -	-	-	-
Water Fund	8,367,939	9,070,453	8,809,528	9,149,586
Sewer Fund	-	-	-	-
Gas Tax Fund	-	-	-	-
NPDES Storm Drainage Fund	-	-	-	-
Internal Service Fund	-	-	-	-
<b>Total Funding Sources</b>	<b>\$ 8,367,939</b>	<b>9,070,453</b>	<b>8,809,528</b>	<b>9,149,586</b>

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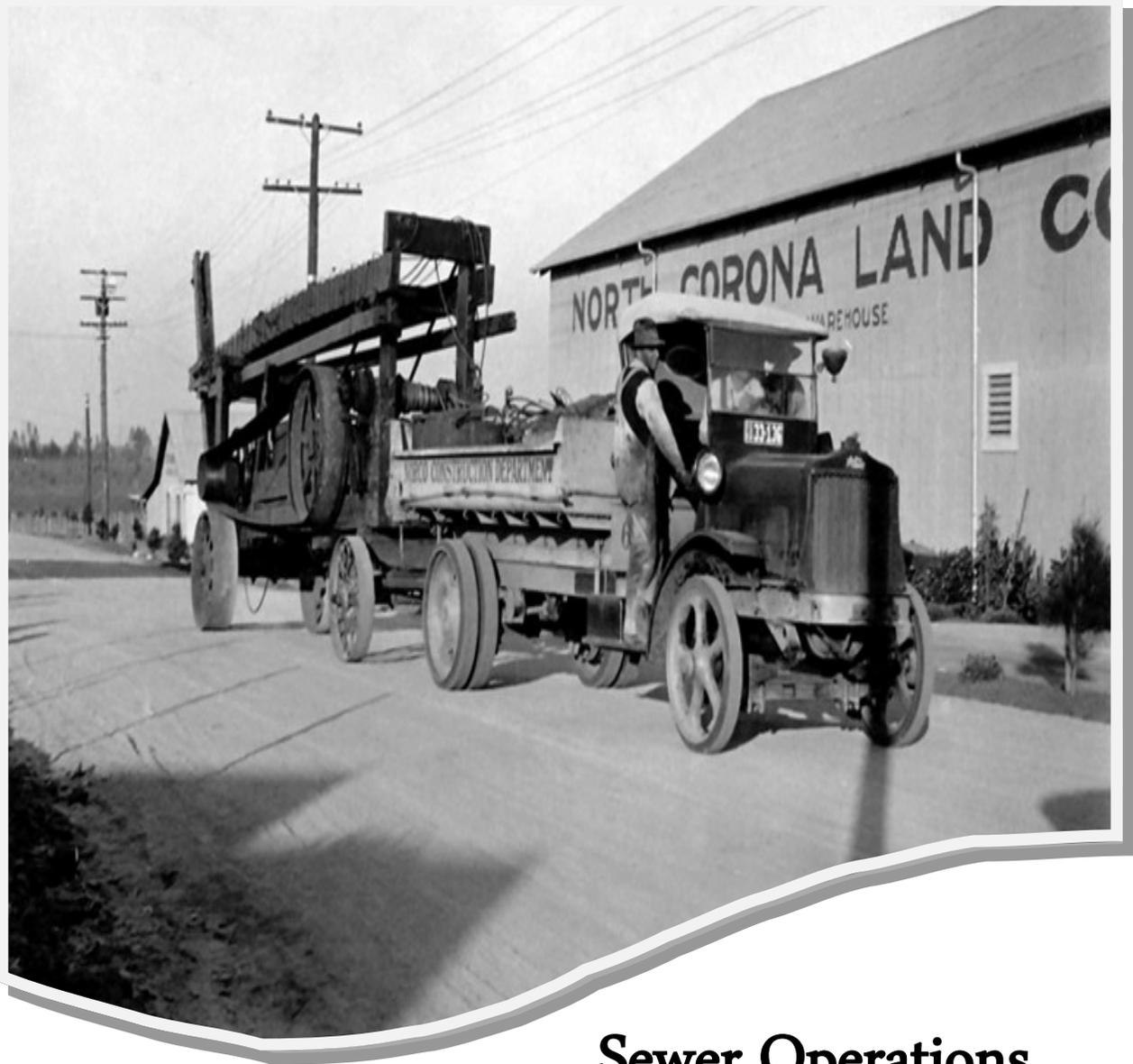
**City of Norco, California**  
**Water Operations Division 804, Water Fund 124**  
**Budget Detail By Line Item**

<b>Account Number</b>	<b>Account Description</b>	<b>FY 2013 Actual</b>	<b>FY 2014 Amended Budget</b>	<b>FY 2014 Estimated Year-End Total</b>	<b>FY 2015 Budget Request</b>
<b><u>Salaries and Benefits</u></b>					
30100	Salaries, Full Time	\$ 300,225	385,011	298,706	371,795
30105	Salaries, Part Time	32,003	-	331	-
30110	Salaries, Overtime	67,002	70,000	73,800	70,000
30200	PERS Retirement	75,486	103,052	82,008	108,454
30205	Employee Group Insurance	81,214	92,428	81,815	98,025
30215	Medical Savings Account	204	324	206	204
30220	FICA/Medicare Insurance	4,857	4,505	5,406	5,311
30225	Sick leave buy back	3,016	5,000	4,068	5,000
30230	Annual Vacation Cash Out	2,374	2,800	3,209	3,200
30235	Deferred Compensation	800	-	8	-
30245	Workers Compensation	-	-	100	-
	<b>Subtotal - Salaries and Benefits</b>	<b>567,181</b>	<b>663,120</b>	<b>549,657</b>	<b>661,990</b>
<b><u>Employee Related Expenditures</u></b>					
30300	Conferences and Meetings	1,522	5,000	2,000	4,000
30310	Uniforms & Safety Gear	7,507	7,000	7,000	7,000
30315	Employee Hiring Costs	-	-	17	-
30320	Dues, Memberships and Subscriptions	1,402	3,000	3,500	4,000
	<b>Subtotal - Employee Related</b>	<b>10,431</b>	<b>15,000</b>	<b>12,517</b>	<b>15,000</b>
<b><u>Supplies and Services</u></b>					
30400	Office Supplies	2,102	4,000	1,500	4,000
30415	Special Departmental	145,088	102,000	102,000	116,500
30425	Small Tools	3,516	3,000	1,000	3,000
30470	Post Employment Ben-GASB45	-	50,000	50,000	50,000
	<b>Subtotal - Supplies and Services</b>	<b>150,706</b>	<b>159,000</b>	<b>154,500</b>	<b>173,500</b>
<b><u>Maintenance and Rentals</u></b>					
32105	Equipment Rental	1,542	5,000	3,000	5,000
32200	Building and ground maintenance	13,002	6,310	6,310	6,310
32450	Well & Pump Maintenance	152,887	121,000	121,000	125,000
	<b>Subtotal - Maintenance &amp; Rentals</b>	<b>167,431</b>	<b>132,310</b>	<b>130,310</b>	<b>136,310</b>
<b><u>Operations and Utilities</u></b>					
33100	Utilities	412,798	440,000	440,000	546,400
33105	Purchased water	4,929,972	5,292,930	5,142,930	5,145,500
33107	Purchase Water Capital	143,678	150,000	150,000	150,000
33115	Chino Pump Tax	8,541	25,000	25,000	25,000
	<b>Subtotal - Operations &amp; Utilities</b>	<b>5,494,989</b>	<b>5,907,930</b>	<b>5,757,930</b>	<b>5,866,900</b>
<b><u>Contractual and Professional Services</u></b>					
34100	Contractual Services	108,778	157,000	204,000	244,420
	<b>Subtotal - Contractual &amp; Professional</b>	<b>108,778</b>	<b>157,000</b>	<b>204,000</b>	<b>244,420</b>

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

<b>Account Number</b>	<b>Account Description</b>	<b>FY 2013 Actual</b>	<b>FY 2014 Amended Budget</b>	<b>FY 2014 Estimated Year-End Total</b>	<b>FY 2015 Budget Request</b>
<b><u>Miscellaneous</u></b>					
35100	Interest Payments	733,709	719,612	719,612	704,907
35105	Principal Payments	334,775	347,450	347,450	362,365
35150	Administrative Overhead	362,216	362,216	362,216	362,216
35205	Property Taxes	576	-	-	-
	<b>Subtotal - Miscellaneous</b>	<b>1,431,276</b>	<b>1,429,278</b>	<b>1,429,278</b>	<b>1,429,488</b>
<b><u>Internal Service Fund Charges</u></b>					
42100	Vehicle Operations and Maintenance	55,000	60,600	60,600	68,000
42105	Vehicle Replacement Charges	41,504	18,092	18,092	25,255
42110	Computing and Comm. Equip Replacement	2,500	2,400	2,400	2,600
42115	Computing and Communications Operations	17,900	18,500	18,500	18,900
42220	Self Insured Expenses	4,916	-	-	-
42225	Self Insured Settlements	179,776	60,000	43,521	60,000
	<b>Subtotal - Internal Service Charges</b>	<b>301,596</b>	<b>159,592</b>	<b>143,113</b>	<b>174,755</b>
<b><u>Capital Outlay</u></b>					
43100	Equipment	-	15,000	1,000	15,000
43115	Building Improvements	-	5,000	-	5,000
	<b>Subtotal - Capital Outlay</b>	<b>-</b>	<b>20,000</b>	<b>1,000</b>	<b>20,000</b>
<b><u>Transfers</u></b>					
44100	Transfers	135,551	427,223	427,223	427,223
	<b>Subtotal - Transfers</b>	<b>135,551</b>	<b>427,223</b>	<b>427,223</b>	<b>427,223</b>
	<b>Total Expenditures</b>	<b>\$ 8,367,939</b>	<b>9,070,453</b>	<b>8,809,528</b>	<b>9,149,586</b>

<b>Account Number</b>	<b>Department-Generated Revenues</b>	<b>FY 2013 Actual</b>	<b>FY 2014 Amended Budget</b>	<b>FY 2014 Estimated Year-End Total</b>	<b>FY 2015 Budget Request</b>
124-000-54200	Interest Income	\$ 12,464	16,000	13,000	13,000
124-000-57100	Water Tolls Domestic	8,602,610	8,393,323	8,472,906	8,537,758
124-000-57115	Energy Pass Thru	945,559	874,406	999,773	972,666
124-000-57125	Bulk Water	83,915	81,328	87,454	85,685
124-000-57130	Reconnection Fee	30,062	29,000	29,000	29,000
124-000-57132	Other Service Fees	34,960	40,200	7,000	7,000
124-000-57605	Damage Claims	200,536	198,000	206,000	203,268
	<b>Total Revenues</b>	<b>\$ 9,910,106</b>	<b>9,632,257</b>	<b>9,815,133</b>	<b>9,848,376</b>



## Sewer Operations

## **PUBLIC WORKS**

### **Sewer Division 809**

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

### **2014-15 Goals & Objectives**

- Improve facility maintenance.
- Update SSMP.
- Ongoing SS collection system cleaning.
- Identify all SSMH in a GIS system.
- Start recycle water permitting and operational training.

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

<b>Expenditures:</b>	<b>FY 2013 Actual</b>	<b>FY 2014 Amended Budget</b>	<b>FY 2014 Estimated Year-End Total</b>	<b>FY 2015 Budget Request</b>
Salaries and Benefits	\$ 263,013	351,485	251,594	318,933
Employee Related Expenditures	506	2,400	867	2,350
Supplies and Services	4,637	62,000	52,000	62,000
Maintenance and Rentals	7,058	17,000	14,095	22,000
Operations and Utilities	33,777	39,000	35,000	41,500
Contractual and Professional Services	1,523,246	1,865,680	1,865,680	1,852,234
Miscellaneous	200,000	200,000	200,000	200,000
Debt Service	1,793,580	1,793,454	1,793,454	1,795,544
CRA Programs	-	-	-	-
Internal Service Fund Charges	97,969	114,792	89,792	122,355
Capital Outlay	-	15,000	4,500	15,000
Transfers	133,343	377,223	377,223	377,223
<b>Total Expenditures</b>	<b>\$ 4,057,129</b>	<b>4,838,034</b>	<b>4,684,205</b>	<b>4,809,139</b>

<b>Funding Sources:</b>	<b>FY 2013 Actual</b>	<b>FY 2014 Amended Budget</b>	<b>FY 2014 Estimated Year-End Total</b>	<b>FY 2015 Budget Request</b>
General Fund	\$ -	-	-	-
Water Fund	-	-	-	-
Sewer Fund	4,057,129	4,838,034	4,684,205	4,809,139
Gas Tax Fund	-	-	-	-
NPDES Storm Drainage Fund	-	-	-	-
Internal Service Fund	-	-	-	-
<b>Total Funding Sources</b>	<b>\$ 4,057,129</b>	<b>4,838,034</b>	<b>4,684,205</b>	<b>4,809,139</b>

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

<b>Account</b>			<b>FY 2014</b>	<b>FY 2014</b>	<b>FY 2015</b>
<b>Number</b>	<b>Account Description</b>	<b>FY 2013</b>	<b>Amended</b>	<b>Estimated</b>	<b>Budget</b>
		<b>Actual</b>	<b>Budget</b>	<b>Year-End</b>	<b>Request</b>
				<b>Total</b>	
<b><u>Salaries and Benefits</u></b>					
30100	Salaries, Full Time	\$ 143,582	209,870	142,004	176,909
30105	Salaries, Part Time	13,383	-	138	5,614
30110	Salaries, Overtime	26,197	30,000	26,000	30,000
30200	PERS Retirement	36,042	56,350	38,539	51,625
30205	Employee Group Insurance	39,851	48,957	39,235	48,227
30215	Medical Savings Account	192	312	193	192
30220	FICA/Medicare Insurance	2,201	2,496	2,438	2,526
30225	Sick leave buy back	1,166	2,400	1,805	2,400
30230	Annual Vacation Cash Out	64	1,100	1,238	1,300
30235	Deferred Compensation	335	-	3	140
	<b>Subtotal - Salaries and Benefits</b>	<b>263,013</b>	<b>351,485</b>	<b>251,594</b>	<b>318,933</b>
<b><u>Employee Related Expenditures</u></b>					
30300	Conferences and Meetings	-	1,000	-	1,000
30310	Uniforms & Safety Gear	411	1,200	750	1,200
30315	Employee Hiring Costs	70	100	17	50
30320	Dues, memberships and Subscriptions	25	100	100	100
	<b>Subtotal - Employee Related</b>	<b>506</b>	<b>2,400</b>	<b>867</b>	<b>2,350</b>
<b><u>Supplies and Services</u></b>					
30400	Office Supplies	526	1,000	250	1,000
30415	Special Departmental	3,492	10,000	1,500	10,000
30425	Small Tools	619	1,000	250	1,000
30470	Post Employment Ben-GASB45	-	50,000	50,000	50,000
	<b>Subtotal - Supplies and Services</b>	<b>4,637</b>	<b>62,000</b>	<b>52,000</b>	<b>62,000</b>
<b><u>Maintenance and Rentals</u></b>					
32105	Equipment Rental	-	5,000	1,000	5,000
32200	Building and ground maintenance	-	-	95	2,000
32450	Well & Pump Maintenance	7,058	12,000	13,000	15,000
	<b>Subtotal - Maintenance &amp; Rentals</b>	<b>7,058</b>	<b>17,000</b>	<b>14,095</b>	<b>22,000</b>
<b><u>Operations and Utilities</u></b>					
33100	Utilities	33,777	39,000	35,000	41,500
	<b>Subtotal - Operations &amp; Utilities</b>	<b>33,777</b>	<b>39,000</b>	<b>35,000</b>	<b>41,500</b>
<b><u>Contractual and Professional Services</u></b>					
34100	Contractual Services	1,523,246	1,865,680	1,865,680	1,852,234
	<b>Subtotal - Contractual &amp; Professional</b>	<b>1,523,246</b>	<b>1,865,680</b>	<b>1,865,680</b>	<b>1,852,234</b>

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

<b>Account</b>			<b>FY 2014</b>	<b>FY 2014</b>	<b>FY 2015</b>
<b>Number</b>	<b>Account Description</b>	<b>FY 2013</b>	<b>Amended</b>	<b>Estimated</b>	<b>Budget</b>
		<b>Actual</b>	<b>Budget</b>	<b>Year-End</b>	<b>Request</b>
				<b>Total</b>	
<b><u>Miscellaneous</u></b>					
35100	Interest Payments	1,274,482	1,254,725	1,254,725	1,234,137
35105	Principal Payments	519,098	538,729	538,729	561,407
35150	Administrative Overhead	200,000	200,000	200,000	200,000
	<b>Subtotal - Miscellaneous</b>	<b>1,993,580</b>	<b>1,993,454</b>	<b>1,993,454</b>	<b>1,995,544</b>
<b><u>Internal Service Fund Charges</u></b>					
42100	Vehicle Operations and Maintenance	55,000	56,000	56,000	56,000
42105	Vehicle Replacement Charges	27,669	18,092	18,092	25,255
42110	Computing and Comm. Equip Replacement	1,900	1,800	1,800	1,900
42115	Computing and Communications Operations	13,400	13,900	13,900	14,200
42225	Self Insured Settlements	-	25,000	-	25,000
	<b>Subtotal - Internal Service Charges</b>	<b>97,969</b>	<b>114,792</b>	<b>89,792</b>	<b>122,355</b>
<b><u>Capital Outlay</u></b>					
43100	Equipment	-	7,500	1,000	7,500
43115	Building Improvements	-	7,500	3,500	7,500
	<b>Subtotal - Capital Outlay</b>	<b>-</b>	<b>15,000</b>	<b>4,500</b>	<b>15,000</b>
<b><u>Transfers</u></b>					
44100	Transfers	133,343	377,223	377,223	377,223
	<b>Subtotal - Transfers</b>	<b>133,343</b>	<b>377,223</b>	<b>377,223</b>	<b>377,223</b>
	<b>Total Expenditures</b>	<b>\$ 4,057,129</b>	<b>4,838,034</b>	<b>4,684,205</b>	<b>4,809,139</b>



**Parkway Maintenance**

## **PUBLIC WORKS**

### **Parkway Maintenance Division 850**

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

#### **2014-15 Goals & Objectives**

- Identify new sources for decomposed granite.
- Community outreach regarding citizens responsibilities for right of way.
- Alternative trail fence; materials.
- Trail master plan.
- Identify and resolve trail encroachments.

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

<b><i>Expenditures:</i></b>	<b><i>FY 2013 Actual</i></b>	<b><i>FY 2014 Amended Budget</i></b>	<b><i>FY 2014 Estimated Year-End Total</i></b>	<b><i>FY 2015 Budget Request</i></b>
Salaries and Benefits	\$ 27,801	32,089	28,510	30,094
Employee Related Expenditures	-	150	-	-
Supplies and Services	4,094	4,000	600	-
Maintenance and Rentals	12,397	18,500	18,500	25,000
Operations and Utilities	306	400	300	300
Contractual and Professional Services	5,447	6,010	3,300	3,300
Miscellaneous	-	-	-	-
CRA Programs	-	-	-	-
Internal Service Fund Charges	-	-	-	-
Capital Outlay	-	500	-	-
Transfers	-	-	-	-
<b><i>Total Expenditures</i></b>	<b><i>\$ 50,045</i></b>	<b><i>61,649</i></b>	<b><i>51,210</i></b>	<b><i>58,694</i></b>

<b><i>Funding Sources:</i></b>	<b><i>FY 2013 Actual</i></b>	<b><i>FY 2014 Amended Budget</i></b>	<b><i>FY 2014 Estimated Year-End Total</i></b>	<b><i>FY 2015 Budget Request</i></b>
General Fund	\$ 50,045	61,649	51,210	58,694
Water Fund	-	-	-	-
Sewer Fund	-	-	-	-
Gas Tax Fund	-	-	-	-
NPDES Storm Drainage Fund	-	-	-	-
Internal Service Fund	-	-	-	-
<b><i>Total Funding Sources</i></b>	<b><i>\$ 50,045</i></b>	<b><i>61,649</i></b>	<b><i>51,210</i></b>	<b><i>58,694</i></b>

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

<b>Account Number</b>	<b>Account Description</b>	<b>FY 2013 Actual</b>	<b>FY 2014 Amended Budget</b>	<b>FY 2014 Estimated Year-End Total</b>	<b>FY 2015 Budget Request</b>
<b><u>Salaries and Benefits</u></b>					
30100	Salaries, Full Time	\$ 15,038	17,265	15,824	17,541
30110	Salaries, Overtime	4,381	5,302	3,500	2,500
30200	PERS Retirement	3,778	4,580	4,292	5,082
30205	Employee Group Insurance	4,245	4,510	4,461	4,497
30215	Medical Savings Account	12	12	12	12
30220	FICA/Medicare Insurance	284	250	280	291
30225	Sick leave buy back	63	100	71	100
30230	Annual Vacation Cash Out	-	70	70	70
	<b>Subtotal - Salaries and Benefits</b>	<b>27,801</b>	<b>32,089</b>	<b>28,510</b>	<b>30,094</b>
<b><u>Employee Related Expenditures</u></b>					
30310	Uniforms & Safety Gear	-	150	-	-
	<b>Subtotal - Employee Related</b>	<b>-</b>	<b>150</b>	<b>-</b>	<b>-</b>
<b><u>Supplies and Services</u></b>					
30415	Special Departmental	3,442	3,600	600	-
30425	Small Tools	652	400	-	-
	<b>Subtotal - Supplies and Services</b>	<b>4,094</b>	<b>4,000</b>	<b>600</b>	<b>-</b>
<b><u>Maintenance and Rentals</u></b>					
32400	Trail Maintenance	12,397	18,500	18,500	25,000
	<b>Subtotal - Maintenance &amp; Rentals</b>	<b>12,397</b>	<b>18,500</b>	<b>18,500</b>	<b>25,000</b>
<b><u>Operations and Utilities</u></b>					
33100	Utilities	306	400	300	300
	<b>Subtotal - Operations &amp; Utilities</b>	<b>306</b>	<b>400</b>	<b>300</b>	<b>300</b>
<b><u>Contractual and Professional Services</u></b>					
34100	Contractual Services	5,447	3,300	3,300	3,300
34150	Special Events	-	2,710	-	-
	<b>Subtotal - Contractual &amp; Professional</b>	<b>5,447</b>	<b>6,010</b>	<b>3,300</b>	<b>3,300</b>
	<b>Total Expenditures</b>	<b>\$ 50,045</b>	<b>61,649</b>	<b>51,210</b>	<b>58,694</b>



**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.

#### **2014-15 Goals & Objectives**

- Update pavement management system.
- Create database for sign inventory.
- Evaluate existing street markings for replacement.

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

<b><i>Expenditures:</i></b>	<b><i>FY 2013 Actual</i></b>	<b><i>FY 2014 Amended Budget</i></b>	<b><i>FY 2014 Estimated Year-End Total</i></b>	<b><i>FY 2015 Budget Request</i></b>
Salaries and Benefits	\$ 160,215	163,980	154,789	182,126
Employee Related Expenditures	2,167	3,200	1,500	3,100
Supplies and Services	56,384	56,800	42,900	56,800
Maintenance and Rentals	59,056	58,800	80,000	75,000
Operations and Utilities	99,689	90,300	90,300	90,300
Contractual and Professional Services	126,032	168,000	168,000	193,000
Miscellaneous	-	-	-	-
CRA Programs	-	-	-	-
Internal Service Fund Charges	-	-	-	-
Capital Outlay	1,137	5,000	1,000	5,000
Transfers	1,031	-	-	-
<b><i>Total Expenditures</i></b>	<b><i>\$ 505,711</i></b>	<b><i>546,080</i></b>	<b><i>538,489</i></b>	<b><i>605,326</i></b>

<b><i>Funding Sources:</i></b>	<b><i>FY 2013 Actual</i></b>	<b><i>FY 2014 Amended Budget</i></b>	<b><i>FY 2014 Estimated Year-End Total</i></b>	<b><i>FY 2015 Budget Request</i></b>
General Fund	\$ -	-	-	-
Water Fund	-	-	-	-
Sewer Fund	-	-	-	-
Gas Tax Fund	505,711	546,080	538,489	605,326
NPDES Storm Drainage Fund	-	-	-	-
Internal Service Fund	-	-	-	-
<b><i>Total Funding Sources</i></b>	<b><i>\$ 505,711</i></b>	<b><i>546,080</i></b>	<b><i>538,489</i></b>	<b><i>605,326</i></b>

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

<b>Account Number</b>	<b>Account Description</b>	<b>FY 2013 Actual</b>	<b>FY 2014 Amended Budget</b>	<b>FY 2014 Estimated Year-End Total</b>	<b>FY 2015 Budget Request</b>
<b><u>Salaries and Benefits</u></b>					
30100	Salaries, Full Time	\$ 84,126	98,219	85,082	103,756
30105	Salaries, Part Time	9,892	-	102	-
30110	Salaries, Overtime	17,750	10,000	18,000	15,000
30200	PERS Retirement	21,170	26,301	23,270	30,337
30205	Employee Group Insurance	24,695	25,962	24,869	29,243
30215	Medical Savings Account	60	-	73	-
30220	FICA/Medicare Insurance	1,332	1,098	1,496	1,391
30225	Sick leave buy back	687	1,500	994	1,500
30230	Annual Vacation Cash Out	256	900	900	900
30235	Deferred Compensation	247	-	3	-
	<b>Subtotal - Salaries and Benefits</b>	<b>160,215</b>	<b>163,980</b>	<b>154,789</b>	<b>182,126</b>
<b><u>Employee Related Expenditures</u></b>					
30300	Conferences and Meetings	-	100	-	100
30310	Uniforms & Safety Gear	2,167	3,000	1,500	3,000
30315	Employee Hiring Costs	-	100	-	-
	<b>Subtotal - Employee Related</b>	<b>2,167</b>	<b>3,200</b>	<b>1,500</b>	<b>3,100</b>
<b><u>Supplies and Services</u></b>					
30400	Office Supplies	-	100	100	100
30415	Special Departmental	55,522	55,500	42,500	55,500
30425	Small Tools	862	1,200	300	1,200
	<b>Subtotal - Supplies and Services</b>	<b>56,384</b>	<b>56,800</b>	<b>42,900</b>	<b>56,800</b>
<b><u>Maintenance and Rentals</u></b>					
32300	Traffic Signal Maintenance	59,056	58,800	80,000	75,000
	<b>Subtotal - Maintenance &amp; Rentals</b>	<b>59,056</b>	<b>58,800</b>	<b>80,000</b>	<b>75,000</b>
<b><u>Operations and Utilities</u></b>					
33100	Utilities	99,689	90,300	90,300	90,300
	<b>Subtotal - Operations &amp; Utilities</b>	<b>99,689</b>	<b>90,300</b>	<b>90,300</b>	<b>90,300</b>
<b><u>Contractual and Professional Services</u></b>					
34100	Contractual Services	126,032	168,000	168,000	193,000
	<b>Subtotal - Contractual &amp; Professional</b>	<b>126,032</b>	<b>168,000</b>	<b>168,000</b>	<b>193,000</b>
<b><u>Capital Outlay</u></b>					
43100	Equipment	1,137	5,000	1,000	5,000
	<b>Subtotal - Capital Outlay</b>	<b>1,137</b>	<b>5,000</b>	<b>1,000</b>	<b>5,000</b>

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

<b>Account Number</b>	<b>Account Description</b>	<b>FY 2013 Actual</b>	<b>FY 2014 Amended Budget</b>	<b>FY 2014 Estimated Year-End Total</b>	<b>FY 2015 Budget Request</b>
<b><u>Transfers</u></b>					
44100	Transfers	1,031	-	-	-
	<b>Subtotal - Transfers</b>	<b>1,031</b>	<b>-</b>	<b>-</b>	<b>-</b>
	<b>Total Expenditures</b>	<b>\$ 505,711</b>	<b>546,080</b>	<b>538,489</b>	<b>605,326</b>



## 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.

### **2014-15 Goals & Objectives**

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

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

<b><i>Expenditures:</i></b>	<b><i>FY 2013 Actual</i></b>	<b><i>FY 2014 Amended Budget</i></b>	<b><i>FY 2014 Estimated Year-End Total</i></b>	<b><i>FY 2015 Budget Request</i></b>
Salaries and Benefits	\$ 31,313	25,512	25,739	32,847
Employee Related Expenditures	-	300	-	100
Supplies and Services	247	400	150	250
Maintenance and Rentals	-	-	-	-
Operations and Utilities	-	-	-	-
Contractual and Professional Services	54,740	77,800	77,800	69,726
Miscellaneous	-	-	-	-
CRA Programs	-	-	-	-
Internal Service Fund Charges	-	-	-	-
Capital Outlay	630	1,000	-	500
Transfers	-	-	-	-
<b><i>Total Expenditures</i></b>	<b><i>\$ 86,930</i></b>	<b><i>105,012</i></b>	<b><i>103,689</i></b>	<b><i>103,423</i></b>

<b><i>Funding Sources:</i></b>	<b><i>FY 2013 Actual</i></b>	<b><i>FY 2014 Amended Budget</i></b>	<b><i>FY 2014 Estimated Year-End Total</i></b>	<b><i>FY 2015 Budget Request</i></b>
General Fund	\$ -	-	-	-
Water Fund	-	-	-	-
Sewer Fund	-	-	-	-
Gas Tax Fund	-	-	-	-
NPDES Storm Drainage Fund	86,930	105,012	103,689	103,423
Internal Service Fund	-	-	-	-
<b><i>Total Funding Sources</i></b>	<b><i>\$ 86,930</i></b>	<b><i>105,012</i></b>	<b><i>103,689</i></b>	<b><i>103,423</i></b>

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

<b>Account Number</b>	<b>Account Description</b>	<b>FY 2013 Actual</b>	<b>FY 2014 Amended Budget</b>	<b>FY 2014 Estimated Year-End Total</b>	<b>FY 2015 Budget Request</b>
<b><u>Salaries and Benefits</u></b>					
30100	Salaries, Full Time	\$ 15,490	15,875	13,581	18,059
30105	Salaries, Part Time	2,909	-	30	-
30110	Salaries, Overtime	3,984	1,000	4,000	4,000
30200	PERS Retirement	3,826	4,128	3,621	5,161
30205	Employee Group Insurance	4,617	4,069	4,110	5,046
30215	Medical Savings Account	12	-	-	-
30220	FICA/Medicare Insurance	329	230	255	320
30225	Sick leave buy back	73	100	134	150
30230	Annual Vacation Cash Out	-	110	-	110
30235	Deferred Compensation	73	-	1	-
30245	Workers Compensation	-	-	7	-
	<b>Subtotal - Salaries and Benefits</b>	<b>31,313</b>	<b>25,512</b>	<b>25,739</b>	<b>32,847</b>
<b><u>Employee Related Expenditures</u></b>					
30300	Conferences and Meetings	-	300	-	100
	<b>Subtotal - Employee Related</b>	<b>-</b>	<b>300</b>	<b>-</b>	<b>100</b>
<b><u>Supplies and Services</u></b>					
30400	Office Supplies	247	200	-	50
30415	Special Departmental	-	200	150	200
	<b>Subtotal - Supplies and Services</b>	<b>247</b>	<b>400</b>	<b>150</b>	<b>250</b>
<b><u>Contractual and Professional Services</u></b>					
34100	Contractual Services	54,740	77,800	77,800	69,726
	<b>Subtotal - Contractual &amp; Professional</b>	<b>54,740</b>	<b>77,800</b>	<b>77,800</b>	<b>69,726</b>
<b><u>Capital Outlay</u></b>					
43100	Equipment	630	1,000	-	500
	<b>Subtotal - Capital Outlay</b>	<b>630</b>	<b>1,000</b>	<b>-</b>	<b>500</b>
	<b>Total Expenditures</b>	<b>\$ 86,930</b>	<b>105,012</b>	<b>103,689</b>	<b>103,423</b>



## 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.

### **2014-15 Goals & Objectives**

- Coordinate other division requirements and relay to customer at time of permit.

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

<b><u>Expenditures:</u></b>	<b>FY 2013 Actual</b>	<b>FY 2014 Amended Budget</b>	<b>FY 2014 Estimated Year-End Total</b>	<b>FY 2015 Budget Request</b>
Salaries and Benefits	\$ 81,886	90,713	84,769	96,353
Employee Related Expenditures	-	-	-	-
Supplies and Services	57	100	15	100
Maintenance and Rentals	-	-	-	-
Operations and Utilities	-	-	-	-
Contractual and Professional Services	-	-	-	-
Miscellaneous	-	-	-	-
CRA Programs	-	-	-	-
Internal Service Fund Charges	5,100	5,200	5,200	5,300
Capital Outlay	-	-	-	-
Transfers	-	-	-	-
<b>Total Expenditures</b>	<b>\$ 87,043</b>	<b>96,013</b>	<b>89,984</b>	<b>101,753</b>

<b><u>Funding Sources:</u></b>	<b>FY 2013 Actual</b>	<b>FY 2014 Amended Budget</b>	<b>FY 2014 Estimated Year-End Total</b>	<b>FY 2015 Budget Request</b>
General Fund	\$ 32,265	35,173	33,386	34,796
Water Fund	16,377	18,151	16,898	23,913
Sewer Fund	24,567	27,252	25,340	23,913
Gas Tax Fund	5,646	6,331	5,913	9,565
NPDES Storm Drainage Fund	8,188	9,106	8,447	9,566
Internal Service Fund	-	-	-	-
<b>Total Funding Sources</b>	<b>\$ 87,043.00</b>	<b>96,013</b>	<b>89,984</b>	<b>101,753</b>

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

<b>Account Number</b>	<b>Account Description</b>	<b>FY 2013 Actual</b>	<b>FY 2014 Amended Budget</b>	<b>FY 2014 Estimated Year-End Total</b>	<b>FY 2015 Budget Request</b>
<b><u>Salaries and Benefits</u></b>					
30100	Salaries, Full Time	\$ 16,620	18,676	17,257	18,317
30110	Salaries, Overtime	40	-	-	-
30200	PERS Retirement	4,268	5,111	4,848	5,460
30205	Employee Group Insurance	5,287	5,236	5,162	4,653
30215	Medical Savings Account	-	79	-	-
30220	FICA/Medicare Insurance	231	271	250	266
30225	Sick leave buy back	344	250	354	400
30230	Annual Vacation Cash Out	318	250	300	300
	<b>Subtotal - Salaries and Benefits</b>	<b>27,108</b>	<b>29,873</b>	<b>28,171</b>	<b>29,396</b>
<b><u>Supplies and Services</u></b>					
30415	Special Departmental	57	100	15	100
	<b>Subtotal - Supplies and Services</b>	<b>57</b>	<b>100</b>	<b>15</b>	<b>100</b>
<b><u>Internal Service Fund Charges</u></b>					
42110	Computing and Comm. Equip Replacement	600	600	600	600
42115	Computing and Communications Operations	4,500	4,600	4,600	4,700
	<b>Subtotal - Internal Service Charges</b>	<b>5,100</b>	<b>5,200</b>	<b>5,200</b>	<b>5,300</b>
	<b>Total Expenditures</b>	<b>\$ 32,265</b>	<b>35,173</b>	<b>33,386</b>	<b>34,796</b>

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

<b>Account Number</b>	<b>Account Description</b>	<b>FY 2013 Actual</b>	<b>FY 2014 Amended Budget</b>	<b>FY 2014 Estimated Year-End Total</b>	<b>FY 2015 Budget Request</b>
<b><u>Salaries and Benefits</u></b>					
30100	Salaries, Full Time	\$ 10,032	11,319	10,459	15,264
30110	Salaries, Overtime	24	-	-	-
30200	PERS Retirement	2,576	3,097	2,943	4,550
30205	Employee Group Insurance	3,205	3,173	3,129	3,878
30215	Medical Savings Account	-	48	-	-
30220	FICA/Medicare Insurance	139	164	152	221
30225	Sick leave buy back	208	150	215	-
30230	Annual Vacation Cash Out	193	200	-	-
	<b>Subtotal - Salaries and Benefits</b>	<b>\$ 16,377</b>	<b>18,151</b>	<b>16,898</b>	<b>23,913</b>

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

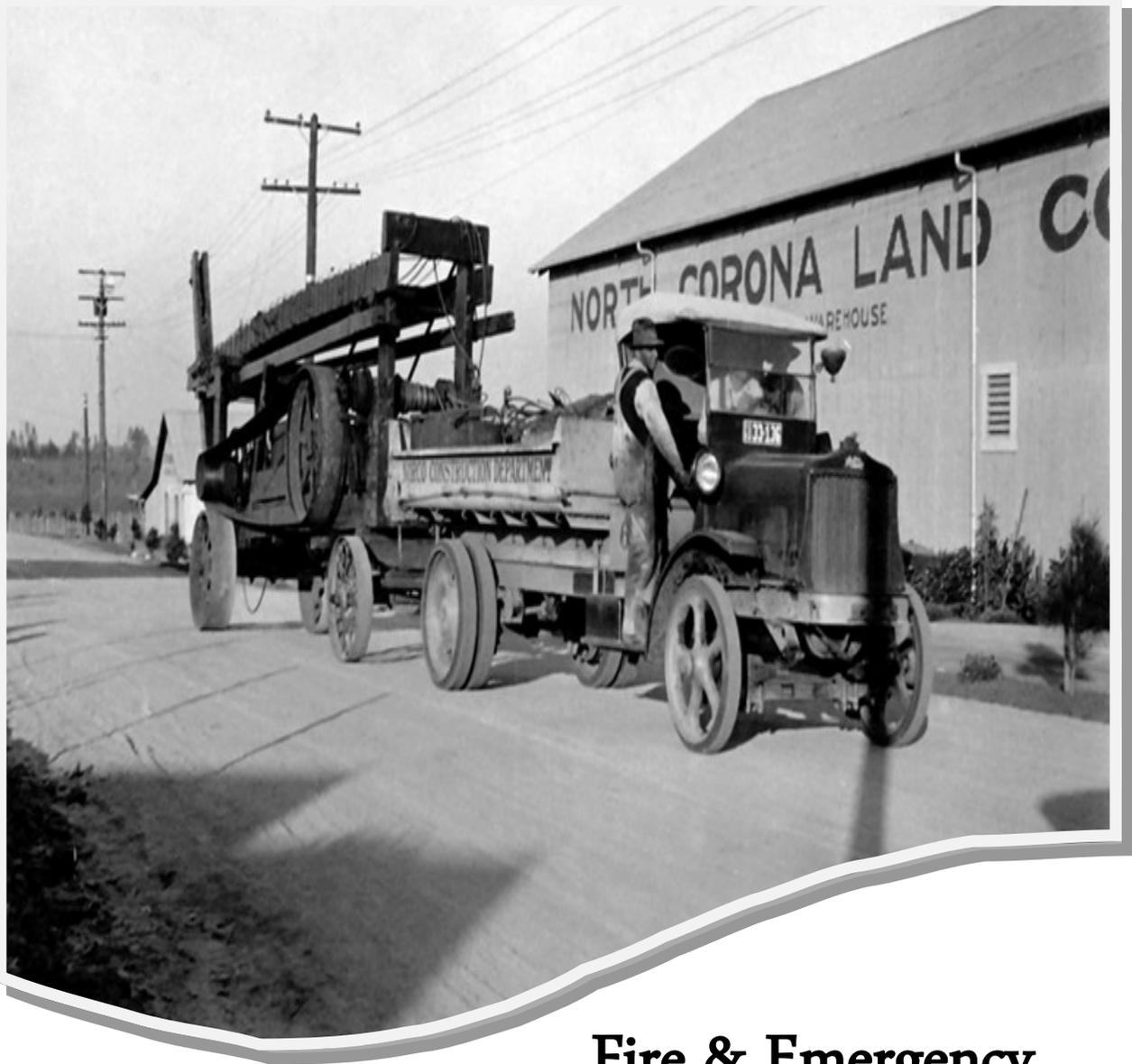
<b>Account Number</b>	<b>Account Description</b>	<b>FY 2013 Actual</b>	<b>FY 2014 Amended Budget</b>	<b>FY 2014 Estimated Year-End Total</b>	<b>FY 2015 Budget Request</b>
<b><u>Salaries and Benefits</u></b>					
30100	Salaries, Full Time	\$ 15,049	16,978	15,689	15,264
30110	Salaries, Overtime	36	-	-	-
30200	PERS Retirement	3,864	4,646	4,409	4,550
30205	Employee Group Insurance	4,807	4,760	4,693	3,878
30215	Medical Savings Account	-	72	-	-
30220	FICA/Medicare Insurance	209	246	227	221
30225	Sick leave buy back	313	250	322	-
30230	Annual Vacation Cash Out	289	300	-	-
	<b>Subtotal - Salaries and Benefits</b>	<b>\$ 24,567</b>	<b>27,252</b>	<b>25,340</b>	<b>23,913</b>

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

<b>Account Number</b>	<b>Account Description</b>	<b>FY 2013 Actual</b>	<b>FY 2014 Amended Budget</b>	<b>FY 2014 Estimated Year-End Total</b>	<b>FY 2015 Budget Request</b>
<b><u>Salaries and Benefits</u></b>					
30100	Salaries, Full Time	\$ 3,443	3,962	3,661	6,106
30110	Salaries, Overtime	8	-	-	-
30200	PERS Retirement	884	1,084	1,029	1,820
30205	Employee Group Insurance	1,122	1,111	1,095	1,551
30215	Medical Savings Account	-	17	-	-
30220	FICA/Medicare Insurance	48	57	53	89
30225	Sick leave buy back	73	50	75	-
30230	Annual Vacation Cash Out	68	50	-	-
	<b>Subtotal - Salaries and Benefits</b>	<b>\$ 5,646</b>	<b>6,331</b>	<b>5,913</b>	<b>9,565</b>

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

<b>Account Number</b>	<b>Account Description</b>	<b>FY 2013 Actual</b>	<b>FY 2014 Amended Budget</b>	<b>FY 2014 Estimated Year-End Total</b>	<b>FY 2015 Budget Request</b>
<b><u>Salaries and Benefits</u></b>					
30100	Salaries, Full Time	\$ 5,016	5,659	5,230	6,106
30110	Salaries, Overtime	12	-	-	-
30200	PERS Retirement	1,288	1,549	1,470	1,820
30205	Employee Group Insurance	1,602	1,587	1,564	1,551
30215	Medical Savings Account	-	24	-	-
30220	FICA/Medicare Insurance	70	82	76	89
30225	Sick leave buy back	104	105	107	-
30230	Annual Vacation Cash Out	96	100	-	-
	<b>Subtotal - Salaries and Benefits</b>	<b>\$ 8,188</b>	<b>9,106</b>	<b>8,447</b>	<b>9,566</b>



**Fire & Emergency  
Medical Services**

## **FIRE DEPARTMENT**

### EMS Division

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

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

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

<b>Expenditures:</b>	<b>FY 2013 Actual</b>	<b>FY 2014 Amended Budget</b>	<b>FY 2014 Estimated Year-End Total</b>	<b>FY 2015 Budget Request</b>
Salaries and Benefits	\$ 94,197	\$ 20,374	\$ 20,374	\$ 20,374
Employee Related Expenditures	-	-	-	-
Supplies and Services	4,847	12,100	5,806	11,010
Maintenance and Rentals	15,021	12,000	12,000	12,000
Operations and Utilities	34,669	1,356	-	-
Contractual and Professional Services	3,049,760	3,277,183	3,187,692	3,403,069
Miscellaneous	-	-	-	-
CRA Programs	-	-	-	-
Internal Service Fund Charges	11,506	18,800	18,800	13,700
Capital Outlay	3,941	-	2,617	2,000
Transfers	-	-	-	-
<b>Total Expenditures</b>	<b>\$ 3,213,941</b>	<b>3,341,813</b>	<b>3,247,289</b>	<b>3,462,153</b>

<b>Funding Sources:</b>	<b>FY 2013 Actual</b>	<b>FY 2014 Amended Budget</b>	<b>FY 2014 Estimated Year-End Total</b>	<b>FY 2015 Budget Request</b>
General Fund	\$ 3,213,941	\$ 3,341,813	\$ 3,247,289	\$ 3,462,153
Water Fund	-	-	-	-
Sewer Fund	-	-	-	-
Gas Tax Fund	-	-	-	-
NPDES Storm Drainage Fund	-	-	-	-
Internal Service Fund	-	-	-	-
<b>Total Funding Sources</b>	<b>\$ 3,213,941</b>	<b>3,341,813</b>	<b>3,247,289</b>	<b>3,462,153</b>

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

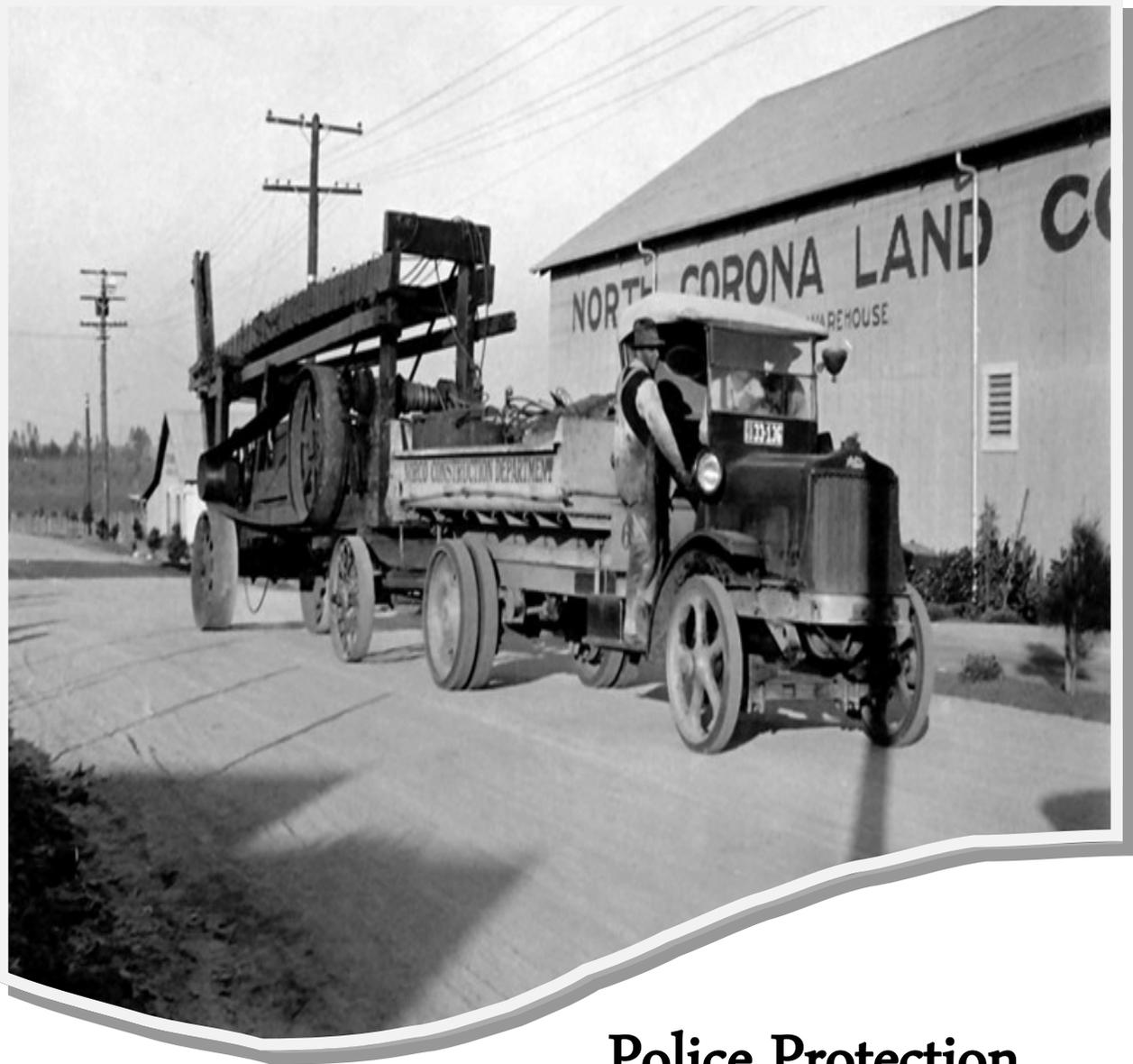
<b>Account</b>			<b>FY 2014</b>	<b>FY 2014</b>	<b>FY 2015</b>
<b>Number</b>	<b>Account Description</b>	<b>FY 2013</b>	<b>Amended</b>	<b>Estimated</b>	<b>Budget</b>
		<b>Actual</b>	<b>Budget</b>	<b>Year-End</b>	<b>Request</b>
				<b>Total</b>	
<b><u>Salaries and Benefits</u></b>					
30100	Salaries, Full Time	\$ 62,104	-	-	-
30105	Salaries, Part Time	150	19,600	19,600	19,600
30110	Salaries, Overtime	124	-	-	-
30200	PERS Retirement	13,189	-	-	-
30205	Employee Group Insurance	16,132	-	-	-
30215	Medical Savings Account	99	-	-	-
30220	FICA/Medicare Insurance	895	284	284	284
30225	Sick leave buy back	1,141	-	-	-
30230	Annual Vacation Cash Out	338	-	-	-
30235	Deferred Compensation	25	490	490	490
	<b>Subtotal - Salaries and Benefits</b>	<b>94,197</b>	<b>20,374</b>	<b>20,374</b>	<b>20,374</b>
<b><u>Supplies and Services</u></b>					
30400	Office Supplies	739	2,000	1,000	1,000
30415	Special Departmental	1,995	9,000	4,000	9,000
	<b>Subtotal - Supplies and Services</b>	<b>2,734</b>	<b>11,000</b>	<b>5,000</b>	<b>10,000</b>
<b><u>Maintenance and Rentals</u></b>					
32200	Building and ground maintenance	4,431	7,200	7,200	7,200
32205	Weed Abatement	10,590	4,800	4,800	4,800
	<b>Subtotal - Maintenance &amp; Rentals</b>	<b>15,021</b>	<b>12,000</b>	<b>12,000</b>	<b>12,000</b>
<b><u>Operations and Utilities</u></b>					
33100	Utilities	34,669	-	-	-
	<b>Subtotal - Operations &amp; Utilities</b>	<b>34,669</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b><u>Contractual and Professional Services</u></b>					
34100	Contractual Services	8,332	4,000	-	3,483
34105	Other Professional Services	47,020	62,694	62,692	15,673
34112	Riverside County Fire	2,994,408	3,210,489	3,125,000	3,383,913
	<b>Subtotal - Contractual &amp; Professional</b>	<b>3,049,760</b>	<b>3,277,183</b>	<b>3,187,692</b>	<b>3,403,069</b>
<b><u>Internal Service Fund Charges</u></b>					
42100	Vehicle Operations and Maintenance	1,306	3,000	3,000	3,000
42110	Computing and Comm. Equip Replacement	1,300	1,900	1,900	1,300
42115	Computing and Communications Operations	8,900	13,900	13,900	9,400
	<b>Subtotal - Internal Service Charges</b>	<b>11,506</b>	<b>18,800</b>	<b>18,800</b>	<b>13,700</b>
	<b>Total Expenditures</b>	<b>\$ 3,207,887</b>	<b>3,339,357</b>	<b>3,243,866</b>	<b>3,459,143</b>

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

<b>Account</b>		<b>FY 2013</b>	<b>FY 2014</b>	<b>FY 2014</b>	<b>FY 2015</b>
<b>Number</b>	<b>Department-Generated Revenues</b>	<b>Actual</b>	<b>Amended</b>	<b>Estimated</b>	<b>Budget</b>
			<b>Budget</b>	<b>Year-End</b>	<b>Request</b>
				<b>Total</b>	
55185	Fire Permit	\$ 20,002	18,000	18,000	18,000
57400	Emergency Medical Services	348,330	339,000	341,000	339,000
57415	Ambulance Fines (Restricted)	14,130	3,500	2,391	3,500
57430	Fire Fees	5,815	3,000	6,359	3,000
57440	Fire Inspection Fee	84,192	78,000	78,000	78,000
57445	Fire Plan Check Fees	35,235	31,000	30,000	31,000
57470	Weed and Lot Cleaning	9,793	6,000	5,000	6,000
<b>Total Revenues</b>		<b>\$ 517,497</b>	<b>478,500</b>	<b>480,750</b>	<b>478,500</b>

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

<b>Account Number</b>	<b>Account Description</b>	<b>FY 2013 Actual</b>	<b>FY 2014 Amended Budget</b>	<b>FY 2014 Estimated Year-End Total</b>	<b>FY 2015 Budget Request</b>
<b><u>Supplies and Services</u></b>					
30400	Office Supplies	\$ 481	400	400	400
30405	Printing & Copies	-	-	106	110
30415	Special Departmental	-	500	300	300
30425	Small Tools	1,632	200	-	200
	<b>Subtotal - Supplies and Services</b>	<b>2,113</b>	<b>1,100</b>	<b>806</b>	<b>1,010</b>
<b><u>Operations and Utilities</u></b>					
33100	Utilities	-	1,356	-	-
	<b>Subtotal - Operations &amp; Utilities</b>	<b>-</b>	<b>1,356</b>	<b>-</b>	<b>-</b>
<b><u>Capital Outlay</u></b>					
43100	Equipment	3,941	-	2,617	2,000
	<b>Subtotal - Capital Outlay</b>	<b>3,941</b>	<b>-</b>	<b>2,617</b>	<b>2,000</b>
	<b>Total Expenditures</b>	<b>\$ 6,054</b>	<b>2,456</b>	<b>3,423</b>	<b>3,010</b>



**Police Protection**

## **SHERIFF**

### Department 772

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

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

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

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

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

<b><i>Expenditures:</i></b>	<b><i>FY 2013 Actual</i></b>	<b><i>FY 2014 Amended Budget</i></b>	<b><i>FY 2014 Estimated Year-End Total</i></b>	<b><i>FY 2015 Budget Request</i></b>
Salaries and Benefits	\$ 89,739	103,019	103,402	106,235
Employee Related Expenditures	5,858	4,350	4,350	4,220
Supplies and Services	19,595	12,950	13,171	12,562
Maintenance and Rentals	2,386	2,500	2,500	2,425
Operations and Utilities	5,994	4,556	4,556	4,419
Contractual and Professional Services	4,250,020	4,417,363	4,415,966	4,659,360
Miscellaneous	3,961	6,100	6,100	5,917
CRA Programs	-	-	-	-
Internal Service Fund Charges	98,159	36,259	36,259	20,400
Capital Outlay	-	-	-	-
Transfers	-	-	-	-
<b><i>Total Expenditures</i></b>	<b><i>\$ 4,475,712</i></b>	<b><i>4,587,097</i></b>	<b><i>4,586,304</i></b>	<b><i>4,815,538</i></b>

<b><i>Funding Sources:</i></b>	<b><i>FY 2013 Actual</i></b>	<b><i>FY 2014 Amended Budget</i></b>	<b><i>FY 2014 Estimated Year-End Total</i></b>	<b><i>FY 2015 Budget Request</i></b>
General Fund	\$ 4,223,313	4,462,182	4,462,786	4,715,538
Water Fund	-	-	-	-
Sewer Fund	-	-	-	-
Gas Tax Fund	-	-	-	-
NPDES Storm Drainage Fund	-	-	-	-
Internal Service Fund	-	-	-	-
Redevelopment Funds	-	-	-	-
Grant Funds	252,399	124,915	123,518	100,000
<b><i>Total Funding Sources</i></b>	<b><i>\$ 4,475,712</i></b>	<b><i>4,587,097</i></b>	<b><i>4,586,304</i></b>	<b><i>4,815,538</i></b>

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

<b>Account Number</b>	<b>Account Description</b>	<b>FY 2013 Actual</b>	<b>FY 2014 Amended Budget</b>	<b>FY 2014 Estimated Year-End Total</b>	<b>FY 2015 Budget Request</b>
<b><u>Salaries and Benefits</u></b>					
30100	Salaries, Full Time	\$ 35,379	48,510	48,512	49,287
30105	Salaries, Part Time	19,081	24,500	24,500	24,500
30200	PERS Retirement	9,089	13,275	13,290	14,691
30205	Employee Group Insurance	9,385	13,322	13,255	13,935
30215	Medical Savings Account	181	240	239	240
30220	FICA/Medicare Insurance	804	1,059	1,059	1,070
30225	Sick leave buy back	419	500	542	500
30230	Annual Vacation Cash Out	1,014	1,000	1,393	1,400
30235	Deferred Compensation	472	613	613	613
	<b>Subtotal - Salaries and Benefits</b>	<b>75,824</b>	<b>103,019</b>	<b>103,402</b>	<b>106,235</b>
<b><u>Employee Related Expenditures</u></b>					
30300	Conferences and Meetings	890	1,000	1,000	970
30310	Uniforms & Safety Gear	2,412	1,500	1,500	1,455
30320	Dues, memberships and Subscriptions	85	100	100	97
	<b>Subtotal - Employee Related</b>	<b>3,387</b>	<b>2,600</b>	<b>2,600</b>	<b>2,522</b>
<b><u>Supplies and Services</u></b>					
30400	Office Supplies	5,126	5,500	5,500	5,335
30405	Printing & Copies	460	700	700	679
30410	Postage	128	100	100	97
30415	Special Departmental	1,314	1,000	1,000	970
30425	Small Tools	3,259	3,000	3,095	2,910
	<b>Subtotal - Supplies and Services</b>	<b>10,287</b>	<b>10,300</b>	<b>10,395</b>	<b>9,991</b>
<b><u>Maintenance and Rentals</u></b>					
32100	Office Equipment Maintenance	634	1,000	1,000	970
32200	Building and ground maintenance	1,752	1,500	1,500	1,455
	<b>Subtotal - Maintenance &amp; Rentals</b>	<b>2,386</b>	<b>2,500</b>	<b>2,500</b>	<b>2,425</b>
<b><u>Operations and Utilities</u></b>					
33100	Utilities	4,111	3,200	3,200	3,104
	<b>Subtotal - Operations &amp; Utilities</b>	<b>4,111</b>	<b>3,200</b>	<b>3,200</b>	<b>3,104</b>
<b><u>Contractual and Professional Services</u></b>					
34100	Contractual Services	68,211	109,871	109,871	97,171
34115	Law Enforcement Contract	3,882,238	4,126,911	4,126,911	4,394,582
	<b>Subtotal - Contractual &amp; Professional</b>	<b>3,950,449</b>	<b>4,236,782</b>	<b>4,236,782</b>	<b>4,491,753</b>

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

<b>Account Number</b>	<b>Account Description</b>	<b>FY 2013 Actual</b>	<b>FY 2014 Amended Budget</b>	<b>FY 2014 Estimated Year-End Total</b>	<b>FY 2015 Budget Request</b>
<b><u>Miscellaneous</u></b>					
35300	Highway Patrol DUI Testing	2,905	5,000	5,000	4,850
	<b>Subtotal - Miscellaneous</b>	<b>2,905</b>	<b>5,000</b>	<b>5,000</b>	<b>4,850</b>
<b><u>Internal Service Fund Charges</u></b>					
42100	Vehicle Operations and Maintenance	15,000	15,000	15,000	7,500
42105	Vehicle Replacement Charges	1,959	1,959	1,959	-
42110	Computing and Comm. Equip Replacement	5,700	1,500	1,500	1,200
42115	Computing and Communications Operations	67,000	9,300	9,300	4,700
	<b>Subtotal - Internal Service Charges</b>	<b>89,659</b>	<b>27,759</b>	<b>27,759</b>	<b>13,400</b>
	<b>Total Expenditures</b>	<b>\$ 4,139,008</b>	<b>4,391,160</b>	<b>4,391,638</b>	<b>4,634,280</b>

<b>Account Number</b>	<b>Department Generated Revenues</b>	<b>FY 2013 Actual</b>	<b>FY 2014 Amended Budget</b>	<b>FY 2014 Estimated Year-End Total</b>	<b>FY 2015 Budget Request</b>
50160	Public Safety Sales Tax	\$ 254,944	255,479	247,096	229,370
54100	Vehicle Code Fines	46,036	35,000	46,156	38,103
54105	Parking Fines	29,189	20,000	34,295	33,975
54120	Vehicle Impound Fees	26,023	34,450	25,603	22,950
57405	Emergency Response Cost Recovery	1,661	-	-	-
57620	State Mandated Cost	9,635	10,000	14,075	14,075
	<b>Total Revenues</b>	<b>\$ 367,488</b>	<b>354,929</b>	<b>367,225</b>	<b>338,473</b>

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

<b>Account Number</b>	<b>Account Description</b>	<b>FY 2013 Actual</b>	<b>FY 2014 Amended Budget</b>	<b>FY 2014 Estimated Year-End Total</b>	<b>FY 2015 Budget Request</b>
<b><u>Contractual and Professional Services</u></b>					
34100	Contractual Services	\$ 55,617	55,666	55,666	67,607
	<b>Subtotal - Contractual &amp; Professional</b>	<b>55,617</b>	<b>55,666</b>	<b>55,666</b>	<b>67,607</b>
	<b>Total Expenditures</b>	<b>\$ 55,617</b>	<b>55,666</b>	<b>55,666</b>	<b>67,607</b>

<b>Account Number</b>	<b>Department Generated Revenues</b>	<b>FY 2013 Actual</b>	<b>FY 2014 Amended Budget</b>	<b>FY 2014 Estimated Year-End Total</b>	<b>FY 2015 Budget Request</b>
53525	CNUSD Crossing Guards Reimbursement	\$ 27,809	27,833	27,833	33,803

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

<b>Account Number</b>	<b>Account Description</b>	<b>FY 2013 Actual</b>	<b>FY 2014 Amended Budget</b>	<b>FY 2014 Estimated Year-End Total</b>	<b>FY 2015 Budget Request</b>
<b><u>Salaries and Benefits</u></b>					
30245	Workers Compensation	\$ 13,915	-	-	-
	<b>Subtotal - Salaries and Benefits</b>	<b>13,915</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b><u>Employee Related Expenditures</u></b>					
30300	Conferences and Meetings	186	250	250	243
30310	Uniforms & Safety Gear	1,576	1,500	1,500	1,455
	<b>Subtotal - Employee Related</b>	<b>1,762</b>	<b>1,750</b>	<b>1,750</b>	<b>1,698</b>
<b><u>Supplies and Services</u></b>					
30400	Office Supplies	-	50	50	49
30410	Postage	90	100	107	97
30415	Special Departmental	341	1,000	1,000	970
30425	Small Tools	484	500	500	485
30495	NCP Special Events	657	1,000	1,119	970
	<b>Subtotal - Supplies and Services</b>	<b>1,572</b>	<b>2,650</b>	<b>2,776</b>	<b>2,571</b>
<b><u>Operations and Utilities</u></b>					
33100	Utilities	1,883	1,356	1,356	1,315
	<b>Subtotal - Operations &amp; Utilities</b>	<b>1,883</b>	<b>1,356</b>	<b>1,356</b>	<b>1,315</b>
<b><u>Miscellaneous</u></b>					
35275	Volunteer Recognition	1,056	1,100	1,100	1,067
	<b>Subtotal - Miscellaneous</b>	<b>1,056</b>	<b>1,100</b>	<b>1,100</b>	<b>1,067</b>
<b><u>Internal Service Fund Charges</u></b>					
42100	Vehicle Operations and Maintenance	8,500	8,500	8,500	7,000
	<b>Subtotal - Internal Service Charges</b>	<b>8,500</b>	<b>8,500</b>	<b>8,500</b>	<b>7,000</b>
	<b>Total Expenditures</b>	<b>\$ 28,688</b>	<b>15,356</b>	<b>15,482</b>	<b>13,651</b>

<b>Account Number</b>	<b>Department Generated Revenues</b>	<b>FY 2013 Actual</b>	<b>FY 2014 Amended Budget</b>	<b>FY 2014 Estimated Year-End Total</b>	<b>FY 2015 Budget Request</b>
57210	NCP Donations	\$ 657	500	-	-

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

<b>Account Number</b>	<b>Account Description</b>	<b>FY 2013 Actual</b>	<b>FY 2014 Amended Budget</b>	<b>FY 2014 Estimated Year-End Total</b>	<b>FY 2015 Budget Request</b>
<b><u>Contractual and Professional Services</u></b>					
34115	Law Enforcement Contract	\$ 100,000	100,000	100,000	100,000
	<b>Subtotal - Contractual &amp; Professional</b>	<b>100,000</b>	<b>100,000</b>	<b>100,000</b>	<b>100,000</b>
	<b>Total Expenditures</b>	<b>\$ 100,000</b>	<b>100,000</b>	<b>100,000</b>	<b>100,000</b>

**City of Norco, California**  
**Sheriff's Department Division 772C, DUI Checkpoint**  
**Budget Detail By Line Item**

<b>Account Number</b>	<b>Account Description</b>	<b>FY 2013 Actual</b>	<b>FY 2014 Amended Budget</b>	<b>FY 2014 Estimated Year-End Total</b>	<b>FY 2015 Budget Request</b>
<b><u>Supplies and Services</u></b>					
30425	Small Tools	\$ 7,736	-	-	-
	<b>Subtotal - Supplies and Services</b>	<b>7,736</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b><u>Contractual and Professional Services</u></b>					
34115	Law Enforcement Contract	72,155	14,000	14,000	
	<b>Subtotal - Contractual &amp; Professional</b>	<b>72,155</b>	<b>14,000</b>	<b>14,000</b>	<b>-</b>
	<b>Total Expenditures</b>	<b>\$ 79,891</b>	<b>14,000</b>	<b>14,000</b>	<b>-</b>

**City of Norco, California**  
**Sheriff's Department Division 772E, Office of Traffic Safety - CSO**  
**Budget Detail By Line Item**

<b>Account Number</b>	<b>Account Description</b>	<b>FY 2013 Actual</b>	<b>FY 2014 Amended Budget</b>	<b>FY 2014 Estimated Year-End Total</b>	<b>FY 2015 Budget Request</b>
<b><u>Employee Related Expenditures</u></b>					
30300	Training	\$ 709	-	-	-
	<b>Subtotal - Employee Related</b>	<b>709</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b><u>Contractual and Professional Services</u></b>					
34100	Contractual Services	5,576	-	411	-
34115	Law Enforcement Contract	41,113	10,915	9,107	-
	<b>Subtotal - Contractual &amp; Professional</b>	<b>46,689</b>	<b>10,915</b>	<b>9,518</b>	<b>-</b>
	<b>Total Expenditures</b>	<b>\$ 47,398</b>	<b>10,915</b>	<b>9,518</b>	<b>-</b>



## Fiscal & Support Services

## **FISCAL & SUPPORT SERVICES**

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

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

## 2014-15 Goals and Objectives

- Provide leadership in the development of FY 2014-2015 operating and capital improvement program budgets. Prepare award winning Comprehensive Annual Financial Report (CAFR) for the fiscal year ending June 30, 2014.
- Ensure successful completion of all FY 2013-2014 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.
- Complete implementation of online Customer Portal for utility customers to manage their water usage.
- Continue to administer low cost training to City employees to ensure compliance to rules and regulations, comply with the provisions of the Affordable Healthcare Act, and revise the City's Personnel Rules and Regulations.
- Provide leadership in managing and administering the activities of the Successor Agency. Work with State Department of Finance and Riverside Auditor-Controller to resolve ROPS and other compliance issues.
- Complete the implementation of the City's new website that includes news, alerts and notification among other enhanced features.
- Secure City Council approval to implement "purchased water pass-through" rate adjustment resolution.
- Complete Impact Fee Rate Study.
- Work with credit rating agencies as necessary to maintain and/or enhance the City's bond ratings.
- Revise Business License and Sewer and Water Utility Ordinances as appropriate to provide better clarification and ensure consistency in billing and collection activities.
- Revise the Purchasing Manual to make it more comprehensive and ascertain that all departments are in compliance.
- Monitor the Advanced Metering Infrastructure regularly to maintain the system and check for irregularities.



**Finance  
&  
Human Resources**

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

<b>Expenditures:</b>	<b>FY 2013 Actual</b>	<b>FY 2014 Amended Budget</b>	<b>FY 2014 Estimated Year-End Total</b>	<b>FY 2015 Budget Request</b>
Salaries and Benefits	\$ 970,348	1,030,799	1,008,107	982,234
Employee Related Expenditures	3,739	9,820	2,930	9,910
Supplies and Services	63,251	73,269	78,165	73,269
Maintenance and Rentals	480	578	756	480
Operations and Utilities	74	-	252	-
Contractual and Professional Services	107,900	128,382	157,136	164,854
Miscellaneous	-	-	-	-
CRA Programs	-	-	-	-
Internal Service Fund Charges	72,485	84,650	84,650	86,550
Capital Outlay	-	-	-	-
Transfers	-	-	-	-
<b>Total Expenditures</b>	<b>\$ 1,218,277</b>	<b>1,327,498</b>	<b>1,331,996</b>	<b>1,317,297</b>

<b>Funding Sources:</b>	<b>FY 2013 Actual</b>	<b>FY 2014 Amended Budget</b>	<b>FY 2014 Estimated Year-End Total</b>	<b>FY 2015 Budget Request</b>
General Fund	\$ 607,367	648,338	632,825	620,329
Water Fund	326,512	363,882	375,591	371,886
Sewer Fund	284,398	315,278	323,579	325,081
Gas Tax Fund	-	-	-	-
NPDES Storm Drainage Fund	-	-	-	-
Internal Service Fund	-	-	-	-
<b>Total Funding Sources</b>	<b>\$ 1,218,277</b>	<b>1,327,498</b>	<b>1,331,996</b>	<b>1,317,297</b>

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

<b>Account Number Account Description</b>	<b>FY 2013 Actual</b>	<b>FY 2014 Amended Budget</b>	<b>FY 2014 Estimated Year-End Total</b>	<b>FY 2015 Budget Request</b>
<b><u>Salaries and Benefits</u></b>				
30100 Salaries, Full Time	\$ 337,495	359,136	360,143	338,825
30105 Salaries, Part Time	2,238	-	-	-
30200 PERS Retirement	83,140	92,059	87,064	86,135
30205 Employee Group Insurance	70,097	71,111	66,709	68,182
30210 Vehicle Allowance	2,880	2,880	3,480	2,880
30212 Cell Phone Stipen	375	360	15	360
30215 Medical Savings Account	662	770	758	770
30220 FICA/Medicare Insurance	5,189	5,207	5,222	4,913
30225 Sick leave buy back	4,425	4,500	5,150	5,150
30230 Annual Vacation Cash Out	5,766	5,000	5,116	3,000
30235 Deferred Compensation	35	-	-	-
30245 Workers Compensation	1,423	-	207	-
<b>Subtotal - Salaries and Benefits</b>	<b>513,725</b>	<b>541,023</b>	<b>533,864</b>	<b>510,216</b>
<b><u>Employee Related Expenditures</u></b>				
30300 Conferences and Meetings	1,356	6,950	400	6,950
30305 Auto Mileage	365	400	200	400
30320 Dues, Memberships and Subscriptions	2,018	2,470	2,330	2,560
<b>Subtotal - Employee Related</b>	<b>3,739</b>	<b>9,820</b>	<b>2,930</b>	<b>9,910</b>
<b><u>Supplies and Services</u></b>				
30400 Office Supplies	1,283	1,500	1,500	1,500
30405 Printing & Copies	200	570	570	570
30410 Postage	1,646	2,350	2,350	2,350
30475 Performance Bonds	1,309	1,309	1,309	1,309
<b>Subtotal - Supplies and Services</b>	<b>4,438</b>	<b>5,729</b>	<b>5,729</b>	<b>5,729</b>
<b><u>Operations and Utilities</u></b>				
33100 Utilities	74	-	252	-
<b>Subtotal - Operations &amp; Utilities</b>	<b>74</b>	<b>-</b>	<b>252</b>	<b>-</b>
<b><u>Contractual and Professional Services</u></b>				
34100 Contractual Services	10,983	12,416	15,140	16,586
34125 Accounting & Auditing	32,823	26,400	21,960	23,638
<b>Subtotal - Contractual &amp; Professional</b>	<b>43,806</b>	<b>38,816</b>	<b>37,100</b>	<b>40,224</b>
<b><u>Internal Service Fund Charges</u></b>				
42100 Vehicle Operations and Maintenance	285	250	250	250
42110 Computing and Comm. Equip Replacement	5,600	6,400	6,400	6,800
42115 Computing and Communications Operations	35,700	46,300	46,300	47,200
<b>Subtotal - Internal Service Charges</b>	<b>41,585</b>	<b>52,950</b>	<b>52,950</b>	<b>54,250</b>
<b>Total Expenditures</b>	<b>\$ 607,367</b>	<b>648,338</b>	<b>632,825</b>	<b>620,329</b>

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

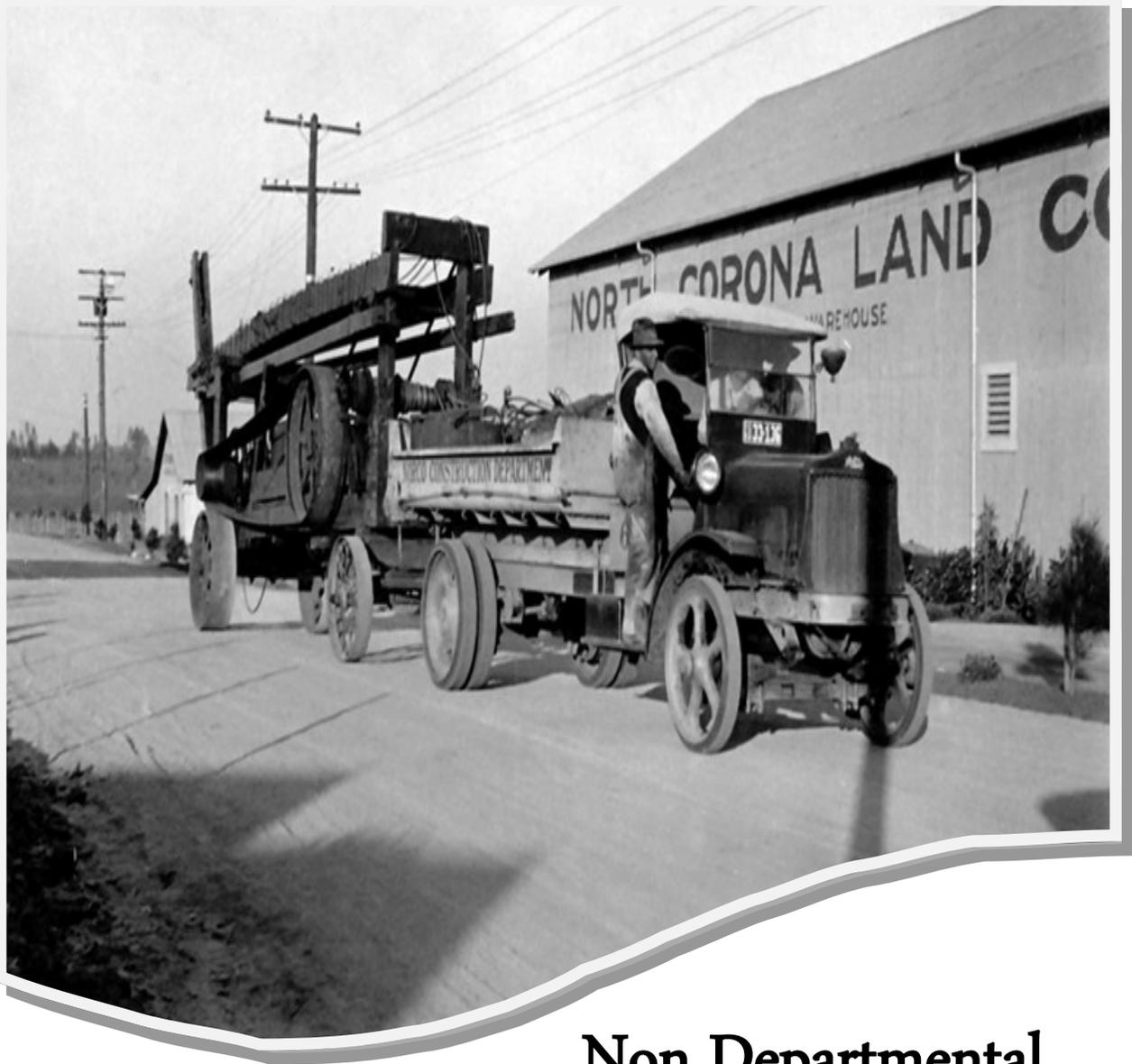
<b>Account</b>		<b>FY 2013</b>	<b>FY 2014</b>	<b>FY 2014</b>	<b>FY 2015</b>
<b>Number</b>	<b>Department Generated Revenues</b>	<b>Actual</b>	<b>Amended</b>	<b>Estimated</b>	<b>Budget</b>
			<b>Budget</b>	<b>Year-End</b>	<b>Request</b>
				<b>Total</b>	
50170	Transient Occupancy Taxes	\$ 257,277	239,700	274,000	274,000
50185	Business License	218,706	235,000	235,000	235,000
54200	Investment Earnings	19,906	20,000	20,000	20,000
57150	Refuse Billing Collection	66,433	66,500	67,000	67,000
57155	Penalties	263,265	280,000	274,700	275,000
57700	Business License Renewal Fee	29,043	29,000	31,950	32,000
57701	SB1186 Fee	-	-	120	120
57705	Business License Penalty	12,527	12,000	17,800	17,800
57715	License Processing Fee	24,872	22,000	29,900	30,000
57725	Truck Parking Permit	400	-	-	-
57730	Yard Sale permits	1,989	1,200	2,400	2,400
57815	Finger Printing	2,580	2,500	6,400	7,000
59250	Overhead to CFDS	113,841	115,705	116,850	116,850
59255	Overhead to ASD	81,044	-	-	-
	Totals	<u>\$ 1,091,883</u>	<u>1,023,605</u>	<u>1,076,120</u>	<u>1,077,170</u>

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

<b>Account Number Account Description</b>	<b>FY 2013 Actual</b>	<b>FY 2014 Amended Budget</b>	<b>FY 2014 Estimated Year-End Total</b>	<b>FY 2015 Budget Request</b>
<b><u>Salaries and Benefits</u></b>				
30100 Salaries, Full Time	\$ 161,967	168,222	171,144	161,896
30105 Salaries, Part Time	711	6,240	6,822	6,270
30200 PERS Retirement	39,528	42,777	38,218	40,531
30205 Employee Group Insurance	33,546	37,847	32,693	36,517
30210 Vehicle Allowance	1,200	1,200	1,450	1,200
30212 Cell Phone Stipen	156	150	6	150
30215 Medical Savings Account	244	284	278	284
30220 FICA/Medicare Insurance	2,449	2,595	2,581	2,438
30225 Sick leave buy back	2,248	2,250	2,409	2,400
30230 Annual Vacation Cash Out	2,412	2,500	2,506	2,500
30235 Deferred Compensation	18	156	171	157
30245 Workers Compensation	126	-	-	-
<b>Subtotal - Salaries and Benefits</b>	<b>244,605</b>	<b>264,221</b>	<b>258,277</b>	<b>254,342</b>
<b><u>Supplies and Services</u></b>				
30400 Office Supplies	2,406	2,450	2,000	2,450
30405 Printing	3,028	3,970	3,918	3,970
30410 Postage	24,000	27,350	30,300	27,350
<b>Subtotal - Supplies and Services</b>	<b>29,434</b>	<b>33,770</b>	<b>36,218</b>	<b>33,770</b>
<b><u>Maintenance and Rentals</u></b>				
32100 Office Equipment Maintenance	-	-	138	-
32105 Equipment Rental	240	289	240	240
<b>Subtotal - Maintenance &amp; Rentals</b>	<b>240</b>	<b>289</b>	<b>378</b>	<b>240</b>
<b><u>Contractual and Professional Services</u></b>				
34100 Contractual Services	4,633	18,983	36,198	37,733
34125 Accounting & Auditing	11,032	8,800	7,320	7,582
34130 Financial Services	15,968	16,619	16,000	16,619
<b>Subtotal - Contractual &amp; Professional</b>	<b>31,633</b>	<b>44,402</b>	<b>59,518</b>	<b>61,934</b>
<b><u>Internal Service Fund Charges</u></b>				
42110 Computing and Comm. Equip Replacement	2,700	2,700	2,700	2,700
42115 Computing and Communications Operations	17,900	18,500	18,500	18,900
<b>Subtotal - Internal Service Charges</b>	<b>20,600</b>	<b>21,200</b>	<b>21,200</b>	<b>21,600</b>
<b>Total Expenditures</b>	<b>\$ 326,512</b>	<b>363,882</b>	<b>375,591</b>	<b>371,886</b>

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

<b>Account Number Account Description</b>	<b>FY 2013 Actual</b>	<b>FY 2014 Amended Budget</b>	<b>FY 2014 Estimated Year-End Total</b>	<b>FY 2015 Budget Request</b>
<b><u>Salaries and Benefits</u></b>				
30100 Salaries, Full Time	\$ 139,661	141,469	142,071	137,123
30105 Salaries, Part Time	588	6,240	6,822	6,270
30200 PERS Retirement	34,097	36,480	31,143	34,308
30205 Employee Group Insurance	30,660	34,052	28,854	32,723
30210 Vehicle Allowance	720	720	874	720
30212 Cell Phone Stipen	94	90	4	90
30215 Medical Savings Account	190	206	203	206
30220 FICA/Medicare Insurance	2,098	2,142	2,159	2,079
30225 Sick leave buy back	1,887	2,000	1,878	2,000
30230 Annual Vacation Cash Out	1,882	2,000	1,787	2,000
30235 Deferred Compensation	15	156	171	157
30245 Workers Compensation	126	-	-	-
<b>Subtotal - Salaries and Benefits</b>	<b>212,018</b>	<b>225,555</b>	<b>215,965</b>	<b>217,675</b>
<b><u>Supplies and Services</u></b>				
30400 Office Supplies	2,351	2,450	2,000	2,450
30405 Printing	3,028	3,970	3,918	3,970
30410 Postage	24,000	27,350	30,300	27,350
<b>Subtotal - Supplies and Services</b>	<b>29,379</b>	<b>33,770</b>	<b>36,218</b>	<b>33,770</b>
<b><u>Maintenance and Rentals</u></b>				
32100 Office Equipment Maintenance	-	-	138	-
32105 Equipment Rental	240	289	240	240
<b>Subtotal - Maintenance &amp; Rentals</b>	<b>240</b>	<b>289</b>	<b>378</b>	<b>240</b>
<b><u>Contractual and Professional Services</u></b>				
34100 Contractual Services	4,633	18,983	36,198	37,733
34125 Accounting & Auditing	11,100	8,800	7,320	7,582
34130 Financial Services	16,728	17,381	17,000	17,381
<b>Subtotal - Contractual &amp; Professional</b>	<b>32,461</b>	<b>45,164</b>	<b>60,518</b>	<b>62,696</b>
<b><u>Internal Service Fund Charges</u></b>				
42110 Computing and Comm. Equip Replacement	1,400	1,200	1,200	1,300
42115 Computing and Communications Operations	8,900	9,300	9,300	9,400
<b>Subtotal - Internal Service Charges</b>	<b>10,300</b>	<b>10,500</b>	<b>10,500</b>	<b>10,700</b>
<b>Total Expenditures</b>	<b>\$ 284,398</b>	<b>315,278</b>	<b>323,579</b>	<b>325,081</b>



**Non Departmental**

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

<b><u>Expenditures:</u></b>	<b>FY 2013 Actual</b>	<b>FY 2014 Amended Budget</b>	<b>FY 2014 Estimated Year-End Total</b>	<b>FY 2015 Budget Request</b>
Salaries and Benefits	\$ 43,217	\$ 80,480	\$ 28,457	\$ 60,550
Employee Related Expenditures	22,923	29,300	30,250	30,800
Supplies and Services	985,646	1,037,219	984,549	1,023,715
Maintenance and Rentals	-	-	-	-
Operations and Utilities	-	-	-	-
Contractual and Professional Services	88,806	151,260	113,510	175,921
Miscellaneous	56,443	69,444	43,588	43,916
CRA Programs	-	-	-	-
Internal Service Fund Charges	171,334	257,275	257,275	269,023
Capital Outlay	-	-	-	-
Transfers	207,824	661,000	661,000	150,000
<b>Total Expenditures</b>	<b>\$ 1,576,193</b>	<b>2,285,978</b>	<b>2,118,629</b>	<b>1,753,924</b>

<b><u>Funding Sources:</u></b>	<b>FY 2013 Actual</b>	<b>FY 2014 Amended Budget</b>	<b>FY 2014 Estimated Year-End Total</b>	<b>FY 2015 Budget Request</b>
General Fund	\$ 1,576,193	2,285,978	2,118,629	1,753,924
Water Fund	-	-	-	-
Sewer Fund	-	-	-	-
Gas Tax Fund	-	-	-	-
NPDES Storm Drainage Fund	-	-	-	-
Internal Service Fund	-	-	-	-
Redevelopment Funds	-	-	-	-
<b>Total Funding Sources</b>	<b>\$ 1,576,193</b>	<b>2,285,978</b>	<b>2,118,629</b>	<b>1,753,924</b>

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

<b>Account Number</b>	<b>Account Description</b>	<b>FY 2013 Actual</b>	<b>FY 2014 Amended Budget</b>	<b>FY 2014 Estimated Year-End Total</b>	<b>FY 2015 Budget Request</b>
<b><u>Salaries and Benefits</u></b>					
30200	PERS Retirement - Survivor Benefit	\$ 2,592	2,880	3,257	3,400
30240	Continuous Service Bonus	2,600	3,600	3,600	2,150
30245	Workers Compensation - Cost Containment	11,953	30,000	11,600	30,000
30250	Unemployment Claims Payment	26,072	44,000	10,000	25,000
	<b>Subtotal - Salaries and Benefits</b>	<b>43,217</b>	<b>80,480</b>	<b>28,457</b>	<b>60,550</b>
<b><u>Employee Related Expenditures</u></b>					
30300	Training	441	1,300	2,250	3,100
30315	Employee Hiring Costs	7,922	6,000	6,000	6,000
30320	Dues, Memberships and Subscriptions	14,560	22,000	22,000	21,700
	<b>Subtotal - Employee Related</b>	<b>22,923</b>	<b>29,300</b>	<b>30,250</b>	<b>30,800</b>
<b><u>Supplies and Services</u></b>					
30400	Office Supplies	1,547	1,250	2,027	1,500
30415	Special Departmental	1,489	1,225	1,493	1,350
30440	Advertising and Promotion	300	300	3,500	1,000
30460	Medical Insurance Administration	3,232	3,300	3,911	3,900
30465	Medical Insurance – Retirees	679,078	731,144	673,618	715,965
30470	Post Employment Ben-GASB45	300,000	300,000	300,000	300,000
	<b>Subtotal - Supplies and Services</b>	<b>985,646</b>	<b>1,037,219</b>	<b>984,549</b>	<b>1,023,715</b>
<b><u>Contractual and Professional Services</u></b>					
34100	Contractual Services	30,396	12,760	61,000	32,623
34105	Other Professional Services	24,707	116,000	26,110	115,000
34125	Accounting & Auditing	7,500	-	4,000	5,798
34130	Bank Fees and Discount Charges	26,203	22,500	22,400	22,500
	<b>Subtotal - Contractual &amp; Professional</b>	<b>88,806</b>	<b>151,260</b>	<b>113,510</b>	<b>175,921</b>
<b><u>Miscellaneous</u></b>					
35205	Property Taxes	5,256	5,300	5,379	5,487
35210	Administration Fees-Property Taxes	15,676	49,000	15,222	16,000
35215	Parking Fines Collection Costs	14,690	12,000	18,500	18,000
35270	Community Promotion	630	600	680	600
35280	Employee Recognition	1,381	1,665	2,000	2,040
35315	We-Tip Program Participation	-	879	807	789
35510	Bad Debt Expense	18,810	-	1,000	1,000
	<b>Subtotal - Miscellaneous</b>	<b>56,443</b>	<b>69,444</b>	<b>43,588</b>	<b>43,916</b>
<b><u>Internal Service Fund Charges</u></b>					
42200	Liability Insurance	-	136,581	136,581	132,552
42215	Self-Insurance Administration	55,460	-	-	-

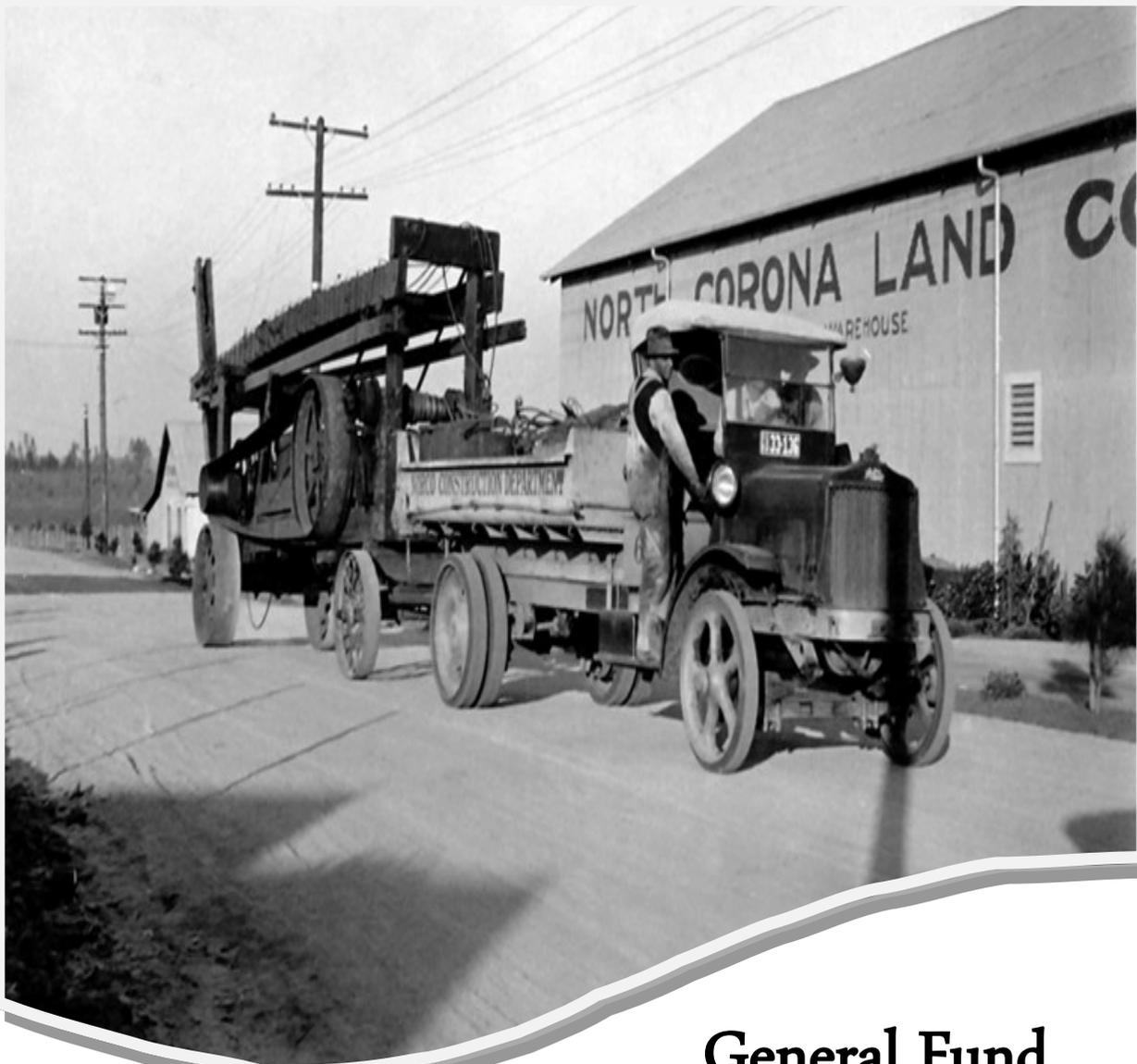
**City of Norco, California**  
**Non-Departmental Division 724, General Fund**  
**Budget Detail By Line Item**

<b>Account Number</b>	<b>Account Description</b>	<b>FY 2013 Actual</b>	<b>FY 2014 Amended Budget</b>	<b>FY 2014</b>	<b>FY 2015</b>
				<b>Estimated Year-End Total</b>	<b>Budget Request</b>
42220	Self Insured Expenses	48,429	35,000	35,000	33,540
42225	Self Insured Settlements	45,000	35,000	35,000	57,936
42230	Excess Workers Comp	22,445	50,694	50,694	44,994
<b>Subtotal - Internal Service Charges</b>		<b>171,334</b>	<b>257,275</b>	<b>257,275</b>	<b>269,023</b>
<b>Transfers</b>					
44100	Transfers	207,824	661,000	661,000	150,000
<b>Subtotal - Transfers</b>		<b>207,824</b>	<b>661,000</b>	<b>661,000</b>	<b>150,000</b>
<b>Total Expenditures</b>		<b>\$ 1,576,193</b>	<b>2,285,978</b>	<b>2,118,629</b>	<b>1,753,924</b>

<b>Account Number</b>	<b>Department Generated Revenues</b>	<b>FY 2013 Actual</b>	<b>FY 2014 Amended Budget</b>	<b>FY 2014</b>	<b>FY 2015</b>
				<b>Estimated Year-End Total</b>	<b>Budget Request</b>
57825	Photocopy Charges	\$ 438	200	1,100	1,000
		<b>\$ 438</b>	<b>200</b>	<b>1,100</b>	<b>1,000</b>



## Budget by Funds



**General Fund**

**City of Norco, California**  
**Projected General Fund Revenue**

<b>Account Number</b>		<b>FY 2014 Amended Budget</b>	<b>FY 2014 Estimated Year-End Total</b>	<b>FY 2015 Budget Estimate</b>
<b>Property Taxes</b>				
121-000-50100	Current Secured Taxes	\$ 1,110,000	1,120,800	1,188,048
121-000-50105	Current Unsecured	52,000	53,991	51,266
121-000-50115	Homeowner's exemption	17,000	17,000	17,000
121-000-50120	Prior Years Sec'd & Unsec'd	50,000	48,000	48,000
121-000-50125	Supplemental Taxes	19,000	23,000	23,000
121-000-50135	Tax Penalties	4,000	4,000	4,000
121-000-50140	Tax Increment	160,000	160,000	140,000
121-000-50132	Administrative Fee Reimbursement	33,763	33,763	33,763
	<b>Total</b>	<b>1,445,763</b>	<b>1,460,554</b>	<b>1,505,077</b>
<b>Sales Taxes</b>				
121-000-50150	Sales Tax	3,849,171	4,038,000	4,159,140
121-000-50155	In-lieu Sales Tax	1,354,105	1,381,707	1,358,256
	<b>Total</b>	<b>5,203,276</b>	<b>5,419,707</b>	<b>5,517,396</b>
<b>Other Taxes</b>				
121-000-50160	Public Safety Sales Tax	255,479	277,983	286,322
121-000-50165	Property Transfer Tax	90,000	91,212	94,203
121-000-50170	Transient Occupancy Tax	239,700	272,000	287,639
121-000-50185	Business Licenses	235,000	235,000	215,000
	<b>Total</b>	<b>820,179</b>	<b>876,195</b>	<b>883,163</b>
<b>Franchise Fees</b>				
121-000-52100	Cable TV Franchise	196,000	196,000	199,280
121-000-52105	Electric Franchise	243,000	260,000	251,456
121-000-52110	Gas Franchise	93,500	98,349	97,284
121-000-52115	Refuse Franchise	480,000	490,000	580,000
	<b>Total</b>	<b>1,012,500</b>	<b>1,044,349</b>	<b>1,128,020</b>
<b>Motor Vehicle License Fees</b>				
121-000-52200	VLF in Excess	15,166	11,612	11,612
121-000-50130	In Lieu VLF	2,012,834	2,028,572	2,028,572
	<b>Total</b>	<b>2,028,000</b>	<b>2,040,184</b>	<b>2,040,184</b>
<b>Intergovernmental</b>				
121-000-53525	CNUSD - Crossing Guards Reimb	27,833	27,833	33,803
121-000-53535	City of Corona	20,000	20,000	20,000
121-000-57620	State and Federal Reimbursement	10,000	10,000	14,075
	<b>Total</b>	<b>57,833</b>	<b>57,833</b>	<b>67,878</b>
<b>Fines and Penalties</b>				
121-000-54100	Vehicle Code Fines	35,000	46,158	38,103
121-000-54105	Parking Citations	20,000	34,205	33,975
121-000-54110	Municipal Code Violations	-	9,320	800
121-000-54115	Municipal Code Admin Citations	-	52	-
121-000-54120	Vehicle Impound Fees	34,450	25,603	22,950
	<b>Total</b>	<b>89,450</b>	<b>115,338</b>	<b>95,828</b>

**City of Norco, California**  
**Projected General Fund Revenue**

<b>Account Number</b>		<b>FY 2014 Amended Budget</b>	<b>FY 2014 Estimated Year-End Total</b>	<b>FY 2015 Budget Estimate</b>
<b>Interest Income/Lease</b>				
121-000-54200	Interest Income	20,000	20,000	20,000
121-000-54215	Library Lease	33,479	33,479	33,479
121-000-54220	Communication Site Leases	50,800	50,800	65,000
121-000-54225	Silver Lakes Rental Income	396,480	396,480	396,480
	<b>Total</b>	<b>500,759</b>	<b>500,759</b>	<b>514,959</b>
<b>Community Development Fees</b>				
<b>Planning:</b>				
121-000-55100	Planning Fees	25,230	39,920	16,347
121-000-55105	Site Plan (Major/Minor)	7,774	16,682	7,774
121-000-55110	Variance (Major/Minor)	-	8,611	-
121-000-55120	Tentative Track Map	-	29,106	11,047
121-000-55125	Tentative Parcel Map	-	-	5,699
121-000-55140	Modifications	-	388	-
121-000-55145	Zone Change	-	5,374	-
121-000-55155	Sign Review	4,248	3,334	3,405
121-000-55160	Entertainment Permit	-	160	-
121-000-55165	Special Use Permit	-	92	-
121-000-55170	Special Event Permit	3,760	1,438	1,320
121-000-55180	Large Family Day Care Permit	-	1,244	-
121-000-55195	Publications	2,500	500	2,500
121-000-55200	ABC Letter	142	-	142
121-000-55205	Planning Information Letter	575	480	575
121-000-55210	Architecture Review	630	1,811	315
121-000-55220	Environmental Impact Reports	-	11,907	14,164
121-000-55235	Landscape Plan Check Review	854	446	427
121-000-55265	Appeal	1,743	810	90
<b>Building &amp; Safety:</b>				
121-000-55300	Building Permits	2,500	12,000	5,000
121-000-55305	Building Permit Fees	140,000	130,000	147,850
121-000-55310	Plan Check Fees	81,000	96,000	145,334
121-000-55315	Electrical Permit Fees	18,000	25,000	27,201
121-000-55320	Plumbing Permit Fees	7,000	12,000	15,024
121-000-55325	Mechanical Permit Fees	15,025	15,025	15,065
121-000-55330	Sewer Permit Fees	1,000	1,000	1,000
121-000-55335	Special Inspection Fees	2,600	4,300	2,500
<b>Engineering:</b>				
121-000-55400	Encroachment Fees	28,345	41,000	32,833
121-000-55405	Grading Permit	7,888	4,600	3,222
121-000-55410	Grading Plan Check Fees	12,935	6,000	5,260
121-000-55415	Overload Moving Permit	1,000	725	1,000
121-000-55420	Final Map Check	6,000	5,600	24,210
121-000-55425	Improvement Plan Check	5,455	7,000	11,582
121-000-55430	Lot Merger Adjustment	4,415	1,653	4,415
	<b>Total</b>	<b>380,619</b>	<b>484,206</b>	<b>505,301</b>

**City of Norco, California**  
**Projected General Fund Revenue**

<b>Account Number</b>	<b>FY 2014 Amended Budget</b>	<b>FY 2014 Estimated Year-End Total</b>	<b>FY 2015 Budget Estimate</b>	
<b>Community Services/Recreation</b>				
121-000-55515	Adult Sports	31,260	27,906	26,940
121-000-55525	Dance-Rainbow	59,312	61,880	61,138
121-000-55600	Youth Sports	80,605	83,427	85,170
121-000-55605	Private Youth Sports	9,198	9,198	9,196
121-000-55610	Trifytt Sports	1,131	590	1,062
121-000-55615	Wee People/Day Camp	289,936	235,814	251,601
121-000-55616	Skyhawk Sports	-	73	-
121-000-55625	Senior Citizen Excursion Fees	2,000	200	1,016
121-000-55825	Notary & Loan Signing	300	238	336
121-000-56210	Taekwon-do	5,940	4,348	5,720
121-000-56255	Horsemanship	1,260	1,562	900
121-000-56260	Corydon Staging Area	-	2,251	-
121-000-56400	Ingalls Park/North	37,665	37,665	46,720
121-000-56405	Ingalls Park/South	120,000	60,150	69,720
121-000-56420	Bleacher Rentals	9,450	5,725	9,450
121-000-56422	Rental Services	6,840	27,766	28,000
121-000-56423	Rental Facility Insurance	3,000	2,000	3,000
121-000-56424	Community Room - Fire	3,000	814	500
121-000-56425	Community Center	15,531	24,349	21,438
121-000-56430	Field Lighting	36,401	31,387	32,000
121-000-56435	Shelter Rental	2,028	1,200	2,000
121-000-56445	Security Guards	7,371	7,388	7,400
121-000-56450	Cleaning Fees	8,800	8,820	6,500
121-000-56455	Cleaning Fees - Restrooms	1,380	1,750	1,800
121-000-56600	Breakfast with Santa	750	1,195	1,000
121-000-56605	Horse Parade	24,479	24,479	26,589
121-000-56606	July Fourth	-	-	7,750
121-000-56620	Concerts in the Park	8,000	8,000	9,000
121-000-56625	Day of the Cowboy	9,117	7,910	-
121-000-56800	Party Partdners Donations	1,500	3,274	1,000
121-000-56810	Senior Special Events	2,000	1,000	2,000
121-000-56815	Wee People Special Events	970	4,962	2,000
121-000-56825	Park Donation	-	5,860	-
121-000-56900	AC After Hr Call Reimb	1,000	1,500	1,250
121-000-56902	Parks & Rec After Hours	1,000	1,000	1,250
121-000-56905	Banner Installation	7,699	1,960	1,960
121-000-56910	Parks & Rec Misc Revenue	22,000	25,949	25,000
	<b>Total</b>	<b>810,923</b>	<b>723,590</b>	<b>750,406</b>
<b>Other Revenues</b>				
121-000-55185	Fire Permit	18,000	14,000	18,000
121-000-56426	Film Permit Fees	-	325	500
121-000-57150	Refuse Billing & Collection	66,500	66,500	68,273
121-000-57155	Penalties	280,000	270,000	280,225
121-000-57210	NCP Donations	500	-	-
121-000-57305	Impound Fees	8,000	8,150	8,100
121-000-57310	Adoption Fees	12,000	12,000	12,000
121-000-57315	Spay & Neuter Services	23,000	20,500	22,000
121-000-57320	Animal Shelter Donation	10,400	9,000	10,000
121-000-57325	Dog Licenses	105,269	106,269	105,269
121-000-57340	Misc. Animal Control Fees	4,526	5,500	4,800

**City of Norco, California**  
**Projected General Fund Revenue**

<b>Account Number</b>		<b>FY 2014 Amended Budget</b>	<b>FY 2014 Estimated Year-End Total</b>	<b>FY 2015 Budget Estimate</b>
121-000-57345	AC Software Maintenance Fee	7,800	9,943	7,800
121-000-57400	Emergency Medical Subscription	339,000	321,000	339,000
121-000-57415	Ambulance Fines (Restricted)	3,500	2,391	3,500
121-000-57430	Fire Fees	3,000	3,000	3,000
121-000-57440	Fire Inspection Fee	78,000	78,000	78,000
121-000-57445	Fire Plan Check Fees	31,000	31,000	30,000
121-000-57470	Weed & Lot Clearing	6,000	7,268	6,000
121-000-57610	Reimbursements	105,000	13,416	15,000
121-000-57700	Business License Renewal	29,000	32,000	32,000
121-000-57701	SB1186 Fee	-	-	122
121-000-57705	Business License Penalty	12,000	17,000	12,000
121-000-57715	License Processing Fees	22,000	26,000	26,000
121-000-57730	Yard Sale Permits	1,200	2,000	2,000
121-000-57815	Finger Printing	2,500	6,000	6,000
121-000-57825	Public Record Sales	200	800	200
121-000-57915	Miscellaneous	25,000	28,000	25,000
121-000-58100	Contributions	-	60,168	-
	<b>Total</b>	<b>1,193,395</b>	<b>1,150,230</b>	<b>1,114,789</b>

**Overhead/Transfers**

121-000-57600	Overhead Charge Water	362,216	362,216	362,216
121-000-57600.10	Overhead Charge Sewer	200,000	200,000	200,000
121-000-57600.15	Overhead Charge for Senior Program	4,800	4,800	4,800
121-000-57601	Administration-Pension & Health	108,258	108,258	108,258
121-000-57602	Administration-Successor Agency	262,000	250,000	250,000
121-000-59215	Transfer - Air Quality	1,500	1,500	1,500
121-000-59220.10	Transfer for Street Damage - Sewer	127,223	127,223	127,223
121-000-59220	Transfer for Street Damage - Water	127,223	127,223	127,223
121-000-59225	Miscellaneous Grants	17,250	-	-
121-000-59250	Overhead to CFDS	115,705	115,705	115,705
121-000-59300	Overhead to CIPS	35,000	35,000	35,000
121-000-57600.20	Overhead to LMDS	45,000	45,000	45,000
	<b>Total</b>	<b>1,406,175</b>	<b>1,376,925</b>	<b>1,376,925</b>

<b>Revenue Category</b>	<b>FY 2014 Amended Budget</b>	<b>Estimated FYE 6/30/14</b>	<b>FY 2015 Estimated Budget</b>
Property Taxes	1,445,763	1,460,554	1,505,077
Sales Taxes	5,203,276	5,419,707	5,517,396
Other Taxes	820,179	876,195	883,163
Franchise Fees	1,012,500	1,044,349	1,128,020
Motor Vehicle in- Lieu Fees	2,028,000	2,040,184	2,040,184
Intergovernmental	57,833	57,833	67,878
Fines & Penalties	89,450	115,338	95,828
Interest Income/Lease	500,759	500,759	514,959
Community Development Fees	380,619	484,206	505,301
Community Services/Recreation	810,923	723,590	750,406
Other Revenues	1,193,395	1,150,230	1,114,789
Overhead/Transfers	1,406,175	1,376,925	1,376,925
Total	<b>\$ 14,948,872</b>	<b>15,249,870</b>	<b>15,499,926</b>

**City of Norco, California**  
**General Fund Expenditures by Division**  
**Fiscal Year 2014 - 2015**

<b>Department</b>	<b>Department Number</b>	<b>FY 2013 Actual</b>	<b>FY 2014 Amended Budget</b>	<b>FY 2015 Budget Request</b>	<b>Budget to Budget Change</b>
City Council	701	\$ 96,289	100,424	100,556	0.13%
City Manager	702	247,056	265,663	249,326	-6.15%
City Clerk	704	212,245	268,351	242,132	-9.77%
City Attorney	705	214,071	220,000	220,000	0.00%
Fiscal and Support Services	706	607,367	648,338	620,329	-4.32%
Special Events	720	-	-	87,372	
Non Departmental	724	1,576,193	2,285,978	1,753,924	-23.27%
Recreation Services	730	719,848	739,906	726,586	-1.80%
Youth and Teen	731	224,947	289,132	253,555	-12.30%
Park Maintenance	733	632,057	519,922	508,558	-2.19%
Senior Citizens	735	137,388	166,016	167,985	1.19%
Building Maintenance	737	336,890	694,645	702,014	1.06%
Public Works Inspection	740	32,265	35,173	34,796	-1.07%
Economic Development	745	76,244	77,105	133,221	72.78%
Planning	750	236,275	348,366	325,065	-6.69%
Code Enforcement	751	46,220	170,543	118,317	-30.62%
Building & Safety	752	210,191	227,397	243,361	7.02%
Riverside County Fire	761A	3,213,941	3,341,813	3,462,153	3.60%
Animal Control	765	656,956	575,835	591,977	2.80%
Police Protection	772	4,139,008	4,391,160	4,634,280	5.54%
Crossing Guards	773	55,617	55,666	67,607	21.45%
Citizens Patrol	774	28,688	15,356	13,651	-11.10%
Engineering	800	178,081	193,622	177,119	-8.52%
Parkway Maintenance	850	50,045	61,649	58,694	-4.79%
<b>Totals</b>		<b>\$ 13,927,882</b>	<b>15,692,060</b>	<b>15,492,579</b>	<b>-1.27%</b>

**City of Norco, California**  
**General Fund Expenditures by Line Item**

<b>Account</b>			<b>FY 2014</b>	<b>FY 2014</b>	<b>FY 2015</b>
<b>Number</b>	<b>Account Description</b>	<b>FY 2013</b>	<b>Amended</b>	<b>Estimated</b>	<b>Budget</b>
		<b>Actual</b>	<b>Budget</b>	<b>Year-End</b>	<b>Request</b>
				<b>Total</b>	
<b><u>Salaries and Benefits</u></b>					
30100	Salaries, Full Time	\$ 1,604,932	1,724,005	1,561,607	1,722,284
30105	Salaries, Part Time	500,401.00	581,032	544,675	541,951
30110	Salaries, Overtime	31,545.00	40,859	40,478	34,835
30115	Constant Staffing	78,179.40	113,783	97,245	91,059
30200	PERS Retirement	408,126.00	455,760	408,194	479,060
30205	Employee Group Insurance	351,365.00	364,258	331,972	356,206
30210	Vehicle Allowance	22,080.00	26,640	21,415	22,560
30212	Cell Phone Stipend	1,028.00	1,560	1,015	1,020
30215	Medical Savings Account	3,765.00	4,119	3,938	3,944
30220	FICA/Medicare Insurance	31,969.00	35,110	32,501	34,658
30225	Sick leave buy back	21,920.00	21,820	22,382	22,940
30230	Annual Vacation Cash Out	17,581.00	26,020	22,563	25,030
30235	Deferred Compensation	16,316.00	22,219	13,916	13,685
30240	Continuous Service Bonus	2,600.00	3,600	3,600	2,150
30245	Workers Compensation	38,590.00	30,000	25,307	30,000
30250	Unemployment	26,072.00	44,000	10,000	25,000
30255	Tuition Reimbursement	455.00	800	-	800
	<b>Subtotal - Salaries and Benefits</b>	<b>3,156,924</b>	<b>3,495,585</b>	<b>3,140,808</b>	<b>3,407,183</b>
<b><u>Employee Related Expenditures</u></b>					
30300	Conferences and Meetings	12,134.00	29,010	20,163	27,303
30305	Auto Mileage	365.00	400	200	400
30310	Uniforms & Safety Gear	9,459.00	8,987	8,457	7,432
30315	Employee Hiring Costs	8,172.00	6,000	6,000	6,000
30320	Dues, Memberships and Subscriptions	22,239.00	30,294	30,605	32,310
	<b>Subtotal - Employee Related</b>	<b>52,369</b>	<b>74,691</b>	<b>65,425</b>	<b>73,445</b>
<b><u>Supplies and Services</u></b>					
30400	Office Supplies	28,654.00	27,635	30,062	37,444
30405	Printing & Copies	1,134.00	2,170	1,876	2,059
30410	Postage	1,964.00	2,750	2,657	2,644
30415	Special Departmental	51,999.00	75,486	67,385	71,469
30425	Small Tools	6,487.00	5,050	4,345	4,695
30430	Office Equipment (Small Tools)	190.00	-	-	-
30435	Software Expense	9,233.00	3,880	4,150	3,880
30440	Advertising and Promotion	300.00	300	3,500	2,100
30445	Legal Advertising	3,497.00	5,500	3,700	3,700
30455	Election	-	36,500	40,117	-
30460	Medical Insurance Administration	3,232.00	3,300	3,911	3,900
30465	Medical Insurance – Retirees	679,078.00	731,144	673,618	715,965
30470	Post Employment Ben-GASB45	300,000.00	300,000	300,000	300,000
30475	Performance Bonds	1,309.00	1,309	1,309	1,309
30480	Sr. Special Events	1,555.00	2,000	2,000	2,000
30485	Wee People Special Events	529.00	975	861	975
30490	Party Partners	13,042.00	11,500	11,500	11,500
30495	NCP Special Events	657.00	1,000	1,119	970
	<b>Subtotal - Supplies and Services</b>	<b>1,102,860</b>	<b>1,210,499</b>	<b>1,152,110</b>	<b>1,164,610</b>

**City of Norco, California**  
**General Fund Expenditures by Line Item**

<b>Account</b>			<b>FY 2014</b>	<b>FY 2015</b>
<b>Number</b>	<b>Account Description</b>	<b>FY 2013</b>	<b>FY 2014</b>	<b>FY 2015</b>
		<b>Actual</b>	<b>Amended</b>	<b>Budget</b>
			<b>Budget</b>	<b>Request</b>
			<b>Estimated</b>	
			<b>Year-End</b>	
			<b>Total</b>	
<b><u>Maintenance and Rentals</u></b>				
32100	Office Equipment Maintenance	634.00	1,000	970
32105	Equipment Rental	878.00	800	3,031
32200	Building and ground maintenance	108,612.00	84,281	82,655
32205	Refuse/ Nuisance Abatement	10,590.00	4,800	4,800
32400	Trail Maintenance	15,811.00	22,000	28,500
	<b>Subtotal - Maintenance &amp; Rentals</b>	<b>136,525</b>	<b>112,881</b>	<b>119,956</b>
<b><u>Operations and Utilities</u></b>				
33100	Utilities	291,289.00	327,005	311,079
	<b>Subtotal - Operations &amp; Utilities</b>	<b>291,289</b>	<b>327,005</b>	<b>311,079</b>
<b><u>Contractual and Professional Services</u></b>				
34100	Contractual Services	1,099,372.00	1,284,004	1,268,232
34105	Other Professional Services	74,965.00	192,194	213,673
34112	Cal Fire Contract	2,994,408.00	3,210,489	3,383,913
34115	Law Enforcement Contract	3,882,238.00	4,126,911	4,394,582
34125	Accounting & Auditing	47,823.00	26,400	29,436
34130	Financial Services	26,203.00	22,500	22,500
34145	Recreation Instructors	47,502.00	44,359	44,951
34150	Special Events	29,645.00	43,268	63,240
34160	Spay & Neuter	34,286.00	22,000	22,000
	<b>Subtotal - Contractual &amp; Professional</b>	<b>8,236,442</b>	<b>8,972,125</b>	<b>9,442,527</b>
<b><u>Miscellaneous</u></b>				
35205	Property Taxes	5,256.00	5,300	5,487
35210	Administration Fees-Property Taxes	15,676.00	49,000	16,000
35215	Parking Fines Collection Costs	14,690.00	12,000	18,000
35270	Community Promotion	630.00	600	600
35275	Volunteer Recognition	1,056.00	1,100	1,067
35280	Employee Recognition	1,381.00	1,665	2,040
35300	Highway Patrol DUI Testing	2,905.00	5,000	4,850
35311	Sixth Street Banner Program	1,904.00	-	-
35315	We-Tip	-	879	789
35510	Bad Debt Expense	18,810.00	-	1,000
	<b>Subtotal - Miscellaneous</b>	<b>62,308</b>	<b>75,544</b>	<b>49,833</b>
<b><u>Internal Service Fund Charges</u></b>				
42100	Vehicle Operations and Maintenance	86,732.00	96,750	83,550
42105	Vehicle Replacement Charges	39,413.00	51,827	74,596
42110	Computing and Comm. Equip Replacement	41,200.00	39,800	41,500
42115	Computing and Communications Operations	299,657.00	289,678	290,278
42200	Liability Insurance	-	136,581	132,552
42215	Self-Insurance Administration	55,460.00	-	-
42220	Self Insured Expenses	48,429.00	35,000	33,540
42225	Self Insured Settlements	45,000.00	35,000	57,936
42230	Excess Workers Comp	22,445.00	50,694	44,994
	<b>Subtotal - Internal Service Charges</b>	<b>638,336</b>	<b>735,330</b>	<b>758,947</b>

**City of Norco, California**  
**General Fund Expenditures by Line Item**

<b>Account</b>			<b>FY 2014</b>	<b>FY 2014</b>	<b>FY 2015</b>
<b>Number</b>	<b>Account Description</b>	<b>FY 2013</b>	<b>Amended</b>	<b>Estimated</b>	<b>Budget</b>
		<b>Actual</b>	<b>Budget</b>	<b>Year-End</b>	<b>Request</b>
				<b>Total</b>	
<b><u>Capital Outlay</u></b>					
41210	Public Projects	22,815.00	19,400	24,139	2,000
43110	Automotive Equipment	20,190.00	8,000	4,500	13,000
	<b>Subtotal - Capital Outlay</b>	<b>43,005</b>	<b>27,400</b>	<b>28,639</b>	<b>15,000</b>
<b><u>Transfers</u></b>					
44100	Transfers	207,824	661,000	661,000	150,000
	<b>Subtotal - Transfers</b>	<b>207,824</b>	<b>661,000</b>	<b>661,000</b>	<b>150,000</b>
	<b>Total Expenditures</b>	<b>\$ 13,927,882</b>	<b>15,692,060</b>	<b>15,017,368</b>	<b>15,492,579</b>



## Water Fund

**City of Norco, California**  
**Water Fund - Summary of Revenues, Expenditures & Working Capital**  
**Fiscal Year 2014 - 2015**

<b>Account Number</b>	<b>Description - Revenues</b>	<b>FY 2013 Actual</b>	<b>FY 2014 Amended Budget</b>	<b>FY 2014 Estimated Year-End Total</b>	<b>FY 2015 Budget Request</b>
124-000-54200	Interest Income	\$ 12,464	16,000	13,000	13,000
124-000-57100	Water Tolls - Domestic	8,602,610	8,393,323	8,472,906	8,537,758
124-000-57105	Water Tolls - Irrigation	945,559	874,406	999,773	972,666
124-000-57115	Energy Pass Thru	83,915	81,328	87,454	85,685
124-000-57125	Bulk Water	30,062	29,000	29,000	29,000
124-000-57130	Reconnection Fee	34,960	40,200	7,000	7,000
124-000-57132	Other Servie Fees	200,536	198,000	206,000	203,268
124-000-57915	Miscellaneous	16,428	12,000	20,000	20,000
<b>Total Revenues</b>		<b>\$ 9,926,534</b>	<b>9,644,257</b>	<b>9,835,133</b>	<b>9,868,376</b>

<b>Expenditures:</b>	<b>FY 2013 Actual</b>	<b>FY 2014 Amended Budget</b>	<b>FY 2014 Estimated Year-End Total</b>	<b>FY 2015 Budget Request</b>
Salaries and Benefits	\$ 876,049	978,018	853,028	1,066,265
Employee Related Expenditures	10,431	15,000	12,517	15,000
Supplies and Services	180,140	192,770	190,718	207,270
Maintenance and Rentals	167,671	132,599	130,688	136,550
Operations and Utilities	5,494,989	5,907,930	5,757,930	5,866,900
Contractual and Professional Services	140,411	201,402	263,518	306,354
Overhead Charges	362,792	362,216	362,216	362,216
Debt Service	1,068,484	1,067,062	1,067,062	1,067,272
Internal Service Fund Charges	322,196	180,792	164,313	196,355
Capital Outlay	-	20,000	1,000	20,000
Transfers Out	135,551	427,223	427,223	427,223
<b>Total Expenditures</b>	<b>\$ 8,758,714</b>	<b>9,485,012</b>	<b>9,230,213</b>	<b>9,671,405</b>

Revenues Over (Under) Expenditures	\$ 196,971
Estimated Working Capital June 30, 2014	892,341
Estimated Working Capital June 30, 2015	<b>\$ 1,089,312</b>

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

<b>Account</b>			<b>FY 2014</b>	<b>FY 2014</b>	<b>FY 2015</b>
<b>Number</b>	<b>Account Description</b>	<b>FY 2013</b>	<b>Amended</b>	<b>Estimated</b>	<b>Budget</b>
		<b>Actual</b>	<b>Budget</b>	<b>Year-End</b>	<b>Request</b>
				<b>Total</b>	
<b><u>Salaries and Benefits</u></b>					
30100	Salaries, Full Time	\$ 300,225	385,011	298,706	371,795
30105	Salaries, Part Time	32,003	-	331	-
30110	Salaries, Overtime	67,002	70,000	73,800	70,000
30200	PERS Retirement	75,486	103,052	82,008	108,454
30205	Employee Group Insurance	81,214	92,428	81,815	98,025
30215	Medical Savings Account	204	324	206	204
30220	FICA/Medicare Insurance	4,857	4,505	5,406	5,311
30225	Sick leave buy back	3,016	5,000	4,068	5,000
30230	Annual Vacation Cash Out	2,374	2,800	3,209	3,200
30235	Deferred Compensation	800	-	8	-
30245	Workers Compensation	-	-	100	-
	<b>Subtotal - Salaries and Benefits</b>	<b>567,181</b>	<b>663,120</b>	<b>549,657</b>	<b>661,990</b>
<b><u>Employee Related Expenditures</u></b>					
30300	Conferences and Meetings	1,522	5,000	2,000	4,000
30310	Uniforms & Safety Gear	7,507	7,000	7,000	7,000
30315	Employee Hiring Costs	-	-	17	-
30320	Dues, Memberships and Subscriptions	1,402	3,000	3,500	4,000
	<b>Subtotal - Employee Related</b>	<b>10,431</b>	<b>15,000</b>	<b>12,517</b>	<b>15,000</b>
<b><u>Supplies and Services</u></b>					
30400	Office Supplies	2,102	4,000	1,500	4,000
30415	Special Departmental	145,088	102,000	102,000	116,500
30425	Small Tools	3,516	3,000	1,000	3,000
30470	Post Employment Ben-GASB45	-	50,000	50,000	50,000
	<b>Subtotal - Supplies and Services</b>	<b>150,706</b>	<b>159,000</b>	<b>154,500</b>	<b>173,500</b>
<b><u>Maintenance and Rentals</u></b>					
32105	Equipment Rental	1,542	5,000	3,000	5,000
32200	Building and ground maintenance	13,002	6,310	6,310	6,310
32450	Well & Pump Maintenance	152,887	121,000	121,000	125,000
	<b>Subtotal - Maintenance &amp; Rentals</b>	<b>167,431</b>	<b>132,310</b>	<b>130,310</b>	<b>136,310</b>
<b><u>Operations and Utilities</u></b>					
33100	Utilities	412,798	440,000	440,000	546,400
33105	Purchased water	4,929,972	5,292,930	5,142,930	5,145,500
33107	Purchase Water Capital	143,678	150,000	150,000	150,000
33115	Chino Pump Tax	8,541	25,000	25,000	25,000
	<b>Subtotal - Operations &amp; Utilities</b>	<b>5,494,989</b>	<b>5,907,930</b>	<b>5,757,930</b>	<b>5,866,900</b>

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

<b>Account</b>			<b>FY 2014</b>	
<b>Number</b>	<b>Account Description</b>	<b>FY 2013</b>	<b>FY 2014</b>	<b>FY 2015</b>
		<b>Actual</b>	<b>Amended</b>	<b>Budget</b>
			<b>Estimated</b>	<b>Year-End</b>
			<b>Total</b>	<b>Request</b>
<b><u>Contractual and Professional Services</u></b>				
34100	Contractual Services	108,778	157,000	204,000
	<b>Subtotal - Contractual &amp; Professional</b>	<b>108,778</b>	<b>157,000</b>	<b>204,000</b>
<b><u>Miscellaneous</u></b>				
35100	Interest Payments	733,709	719,612	719,612
35105	Principal Payments	334,775	347,450	347,450
35150	Administrative Overhead	362,216	362,216	362,216
	<b>Subtotal - Miscellaneous</b>	<b>1,431,276</b>	<b>1,429,278</b>	<b>1,429,278</b>
<b><u>Internal Service Fund Charges</u></b>				
42100	Vehicle Operations and Maintenance	55,000	60,600	60,600
42105	Vehicle Replacement Charges	41,504	18,092	18,092
42110	Computing and Comm. Equip Replacement	2,500	2,400	2,400
42115	Computing and Communications Operations	17,900	18,500	18,500
42220	Self Insured Expenses	4,916	-	-
42225	Self Insured Settlements	179,776	60,000	43,521
	<b>Subtotal - Internal Service Charges</b>	<b>301,596</b>	<b>159,592</b>	<b>143,113</b>
<b><u>Capital Outlay</u></b>				
43100	Equipment	-	15,000	1,000
43115	Building Improvements	-	5,000	-
	<b>Subtotal - Capital Outlay</b>	<b>-</b>	<b>20,000</b>	<b>1,000</b>
<b><u>Transfers</u></b>				
44100	Transfers	135,551	427,223	427,223
	<b>Subtotal - Transfers</b>	<b>135,551</b>	<b>427,223</b>	<b>427,223</b>
	<b>Total Expenditures</b>	<b>\$ 8,367,939</b>	<b>9,070,453</b>	<b>8,809,528</b>
			<b>9,149,586</b>	

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

<b>Account Number</b>	<b>Account Description</b>	<b>FY 2013 Actual</b>	<b>FY 2014 Amended Budget</b>	<b>FY 2014 Estimated Year-End Total</b>	<b>FY 2015 Budget Request</b>
<b><u>Salaries and Benefits</u></b>					
30100	Salaries, Full Time	\$ 161,967	168,222	171,144	161,896
30105	Salaries, Part Time	711	6,240	6,822	6,270
30200	PERS Retirement	39,528	42,777	38,218	40,531
30205	Employee Group Insurance	33,546	37,847	32,693	36,517
30210	Vehicle Allowance	1,200	1,200	1,450	1,200
30212	Cell Phone Stipend	156	150	6	150
30215	Medical Savings Account	244	284	278	284
30220	FICA/Medicare Insurance	2,449	2,595	2,581	2,438
30225	Sick leave buy back	2,248	2,250	2,409	2,400
30230	Annual Vacation Cash Out	2,412	2,500	2,506	2,500
30235	Deferred Compensation	18	156	171	157
30245	Workers Compensation	126	-	-	-
	<b>Subtotal - Salaries and Benefits</b>	<b>244,605</b>	<b>264,221</b>	<b>258,277</b>	<b>254,342</b>
<b><u>Supplies and Services</u></b>					
30400	Office Supplies	2,406	2,450	2,000	2,450
30405	Printing	3,028	3,970	3,918	3,970
30410	Postage	24,000	27,350	30,300	27,350
	<b>Subtotal - Supplies and Services</b>	<b>29,434</b>	<b>33,770</b>	<b>36,218</b>	<b>33,770</b>
<b><u>Maintenance and Rentals</u></b>					
32105	Equipment Rental	240	289	240	240
	<b>Subtotal - Maintenance &amp; Rentals</b>	<b>240</b>	<b>289</b>	<b>378</b>	<b>240</b>
<b><u>Contractual and Professional Services</u></b>					
34100	Contractual Services	4,633	18,983	36,198	37,733
34125	Accounting & Auditing	11,032	8,800	7,320	7,582
34130	Financial Services	15,968	16,619	16,000	16,619
	<b>Subtotal - Contractual &amp; Professional</b>	<b>31,633</b>	<b>44,402</b>	<b>59,518</b>	<b>61,934</b>
<b><u>Internal Service Fund Charges</u></b>					
42110	Computing and Comm. Equip Replacement	2,700	2,700	2,700	2,700
42115	Computing and Communications Operations	17,900	18,500	18,500	18,900
	<b>Subtotal - Internal Service Charges</b>	<b>20,600</b>	<b>21,200</b>	<b>21,200</b>	<b>21,600</b>
	<b>Total Expenditures</b>	<b>\$ 326,512</b>	<b>363,882</b>	<b>375,591</b>	<b>371,886</b>

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

<b>Account</b>			<b>FY 2014</b>	<b>FY 2014</b>	<b>FY 2015</b>
<b>Number</b>	<b>Account Description</b>	<b>FY 2013</b>	<b>Amended</b>	<b>Estimated</b>	<b>Budget</b>
		<b>Actual</b>	<b>Budget</b>	<b>Year-End</b>	<b>Request</b>
				<b>Total</b>	
<b><u>Salaries and Benefits</u></b>					
30100	Salaries, Full Time	\$ 15,661	16,606	17,747	63,563
30105	Salaries, Part Time	1,149	7,500	2,035	2,400
30115	Constant Staffing	-	-	-	2,922
30200	PERS Retirement	4,105	4,544	4,288	17,843
30205	Employee Group Insurance	2,521	2,520	2,427	8,516
30210	Vehicle Allowance	-	600	600	1,920
30212	Cell Phone Stipend	17	-	71	240
30215	Medical Savings Account	29	38	38	156
30220	FICA/Medicare Insurance	255	350	287	999
30225	Sick leave buy back	276	90	290	700
30230	Annual Vacation Cash Out	-	90	362	900
30235	Deferred Compensation	-	188	51	60
	<b>Subtotal - Salaries and Benefits</b>	<b>\$ 24,013.00</b>	<b>32,526</b>	<b>28,196</b>	<b>100,218</b>

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

<b>Account Number</b>	<b>Account Description</b>	<b>FY 2013 Actual</b>	<b>FY 2014 Amended Budget</b>	<b>FY 2014 Estimated Year-End Total</b>	<b>FY 2015 Budget Request</b>
<b><u>Salaries and Benefits</u></b>					
30100	Salaries, Full Time	\$ 14,320	-	-	-
30105	Salaries, Part Time	2,157	-	-	-
30200	PERS Retirement	3,661	-	-	-
30205	Employee Group Insurance	2,442	-	-	-
30210	Vehicle Allowance	720	-	-	-
30215	Medical Savings Account	45	-	-	-
30220	FICA/Medicare Insurance	244	-	-	-
30225	Sick leave buy back	230	-	-	-
30235	Deferred Compensation	54	-	-	-
	<b>Subtotal - Salaries and Benefits</b>	<b>\$ 23,873.00</b>	<b>-</b>	<b>-</b>	<b>-</b>

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

<b>Account Number</b>	<b>Account Description</b>	<b>FY 2013 Actual</b>	<b>FY 2014 Amended Budget</b>	<b>FY 2014 Estimated Year-End Total</b>	<b>FY 2015 Budget Request</b>
<b><u>Salaries and Benefits</u></b>					
30100	Salaries, Full Time	\$ 10,032	11,319	10,459	15,264
30200	PERS Retirement	2,576	3,097	2,943	4,550
30205	Employee Group Insurance	3,205	3,173	3,129	3,878
30220	FICA/Medicare Insurance	139	164	152	221
30225	Sick leave buy back	208	150	215	-
30230	Annual Vacation Cash Out	193	200	-	-
	<b>Subtotal - Salaries and Benefits</b>	<b>\$ 16,377</b>	<b>18,151</b>	<b>16,898</b>	<b>23,913</b>

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

<b>Account Number</b>	<b>Account Description</b>	<b>FY 2013 Actual</b>	<b>FY 2014 Amended Budget</b>	<b>FY 2014 Estimated Year-End Total</b>	<b>FY 2015 Budget Request</b>
<b><u>Salaries and Benefits</u></b>					
30100	Salaries, Full Time	-	-	-	17,457.00
30200	PERS Retirement	-	-	-	5,203.00
30205	Employee Group Insurance	-	-	-	1,589.00
30210	Vehicle Allowance	-	-	-	600.00
30215	Medical Savings Account	-	-	-	30.00
30220	FICA/Medicare Insurance	-	-	-	253.00
30225	Sick leave buy back	-	-	-	200.00
30230	Annual Vacation Cash Out	-	-	-	470.00
	<b>Subtotal - Salaries and Benefits</b>	-	-	-	25,802
	<b>Total Expenditures</b>	-	-	-	25,802



## Sewer Fund

**City of Norco, California**  
**Sewer Fund - Summary of Revenues, Expenditures & Working Capital**  
**Fiscal Year 2014 - 2015**

<b>Account Number</b>	<b>Description- Revenues</b>	<b>FY 2013 Actual</b>	<b>FY 2014 Amended Budget</b>	<b>FY 2014 Estimated Year-End Total</b>	<b>FY 2015 Budget Request</b>
126-000-54200	Interest Income	\$ 30,580	20,500	20,500	20,500
126-000-57145	Sewer Service Charges	5,465,702	5,517,058	5,487,409	5,476,556
126-000-57915	Miscellaneous Revenue	2,012	500	500	500
<b>Total Revenues</b>		<b>\$ 5,498,294</b>	<b>5,538,058</b>	<b>5,508,409</b>	<b>5,497,556</b>

<b>Expenditures:</b>	<b>FY 2013 Actual</b>	<b>FY 2014 Amended Budget</b>	<b>FY 2014 Estimated Year-End Total</b>	<b>FY 2015 Budget Request</b>
Salaries and Benefits	\$ 539,659	636,818	521,095	686,542
Employee Related Expenditures	506	2,400	867	2,350
Supplies and Services	34,016	95,770	88,218	95,770
Maintenance and Rentals	7,298	17,289	14,473	22,240
Operations and Utilities	33,777	39,000	35,000	41,500
Contractual and Professional Services	1,555,707	1,910,844	1,926,198	1,914,930
Overhead Charges	200,000	200,000	200,000	200,000
Debt Service	1,793,580	1,793,454	1,793,454	1,795,544
Internal Service Fund Charges	108,269	125,292	100,292	133,055
Capital Outlay	-	15,000	4,500	15,000
Transfers Out	133,343	377,223	377,223	377,223
<b>Total Expenditures</b>	<b>\$ 4,406,155</b>	<b>5,213,090</b>	<b>5,061,320</b>	<b>5,284,154</b>

Revenues Over (Under) Expenditures	\$ 213,402
Estimated Working Capital June 30, 2014	2,249,206
Estimated Working Capital June 30, 2015	<b>\$ 2,462,608</b>

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

<b>Account</b>			<b>FY 2014</b>	<b>FY 2014</b>	<b>FY 2015</b>
<b>Number</b>	<b>Account Description</b>	<b>FY 2013</b>	<b>Amended</b>	<b>Estimated</b>	<b>Budget</b>
		<b>Actual</b>	<b>Budget</b>	<b>Year-End</b>	<b>Request</b>
				<b>Total</b>	
<b><u>Salaries and Benefits</u></b>					
30100	Salaries, Full Time	\$ 143,582	209,870	142,004	176,909
30105	Salaries, Part Time	13,383	-	138	5,614
30110	Salaries, Overtime	26,197	30,000	26,000	30,000
30200	PERS Retirement	36,042	56,350	38,539	51,625
30205	Employee Group Insurance	39,851	48,957	39,235	48,227
30215	Medical Savings Account	192	312	193	192
30220	FICA/Medicare Insurance	2,201	2,496	2,438	2,526
30225	Sick leave buy back	1,166	2,400	1,805	2,400
30230	Annual Vacation Cash Out	64.00	1,100	1,238	1,300
30235	Deferred Compensation	335	-	3	140
	<b>Subtotal - Salaries and Benefits</b>	<b>263,013</b>	<b>351,485</b>	<b>251,594</b>	<b>318,933</b>
<b><u>Employee Related Expenditures</u></b>					
30300	Conferences and Meetings	-	1,000	-	1,000
30310	Uniforms & Safety Gear	411.00	1,200	750	1,200
30315	Employee Hiring Costs	70.00	100	17	50
30320	Dues, memberships and Subscriptions	25.00	100	100	100
	<b>Subtotal - Employee Related</b>	<b>506</b>	<b>2,400</b>	<b>867</b>	<b>2,350</b>
<b><u>Supplies and Services</u></b>					
30400	Office Supplies	526	1,000	250	1,000
30415	Special Departmental	3,492	10,000	1,500	10,000
30425	Small Tools	619	1,000	250	1,000
30470	Post Employment Ben-GASB45	-	50,000	50,000	50,000
	<b>Subtotal - Supplies and Services</b>	<b>4,637</b>	<b>62,000</b>	<b>52,000</b>	<b>62,000</b>
<b><u>Maintenance and Rentals</u></b>					
32105	Equipment Rental	-	5,000	1,000	5,000
32200	Building and ground maintenance	0	-	95	2,000
32450	Well & Pump Maintenance	7,058	12,000	13,000	15,000
	<b>Subtotal - Maintenance &amp; Rentals</b>	<b>7,058</b>	<b>17,000</b>	<b>14,095</b>	<b>22,000</b>
<b><u>Operations and Utilities</u></b>					
33100	Utilities	33,777	39,000	35,000	41,500
	<b>Subtotal - Operations &amp; Utilities</b>	<b>33,777</b>	<b>39,000</b>	<b>35,000</b>	<b>41,500</b>
<b><u>Contractual and Professional Services</u></b>					
34100	Contractual Services	1,523,246	1,865,680	1,865,680	1,852,234
	<b>Subtotal - Contractual &amp; Professional</b>	<b>1,523,246</b>	<b>1,865,680</b>	<b>1,865,680</b>	<b>1,852,234</b>

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

<b>Account</b>			<b>FY 2014</b>	<b>FY 2014</b>	<b>FY 2015</b>
<b>Number</b>	<b>Account Description</b>	<b>FY 2013</b>	<b>Amended</b>	<b>Estimated</b>	<b>Budget</b>
		<b>Actual</b>	<b>Budget</b>	<b>Year-End</b>	<b>Request</b>
				<b>Total</b>	
<b><u>Miscellaneous</u></b>					
35100	Interest Payments	1,274,482	1,254,725	1,254,725	1,234,137
35105	Principal Payments	519,098	538,729	538,729	561,407
35150	Administrative Overhead	200,000	200,000	200,000	200,000
	<b>Subtotal - Miscellaneous</b>	<b>1,993,580</b>	<b>1,993,454</b>	<b>1,993,454</b>	<b>1,995,544</b>
<b><u>Internal Service Fund Charges</u></b>					
42100	Vehicle Operations and Maintenance	55,000	56,000	56,000	56,000
42105	Vehicle Replacement Charges	27,669	18,092	18,092	25,255
42110	Computing and Comm. Equip Replacement	1,900	1,800	1,800	1,900
42115	Computing and Communications Operations	13,400	13,900	13,900	14,200
42225	Self Insured Settlements	-	25,000	-	25,000
	<b>Subtotal - Internal Service Charges</b>	<b>97,969</b>	<b>114,792</b>	<b>89,792</b>	<b>122,355</b>
<b><u>Capital Outlay</u></b>					
43100	Equipment	-	7,500	1,000	7,500
43115	Building Improvements	-	7,500	3,500	7,500
	<b>Subtotal - Capital Outlay</b>	<b>-</b>	<b>15,000</b>	<b>4,500</b>	<b>15,000</b>
<b><u>Transfers</u></b>					
44100	Transfers	133,343	377,223	377,223	377,223
	<b>Subtotal - Transfers</b>	<b>133,343</b>	<b>377,223</b>	<b>377,223</b>	<b>377,223</b>
	<b>Total Expenditures</b>	<b>\$ 4,057,129</b>	<b>4,838,034</b>	<b>4,684,205</b>	<b>4,809,139</b>

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

<b>Account Number Account Description</b>	<b>FY 2013 Actual</b>	<b>FY 2014 Amended Budget</b>	<b>FY 2014 Estimated Year-End Total</b>	<b>FY 2015 Budget Request</b>
<b><u>Salaries and Benefits</u></b>				
30100 Salaries, Full Time	\$ 139,661	141,469	142,071	137,123
30105 Salaries, Part Time	588.00	6,240	6,822	6,270
30200 PERS Retirement	34,097	36,480	31,143	34,308
30205 Employee Group Insurance	30,660	34,052	28,854	32,723
30210 Vehicle Allowance	720	720	874	720
30212 Cell Phone Stipend	94.00	90	4	90
30215 Medical Savings Account	190	206	203	206
30220 FICA/Medicare Insurance	2,098	2,142	2,159	2,079
30225 Sick leave buy back	1,887	2,000	1,878	2,000
30230 Annual Vacation Cash Out	1,882.00	2,000	1,787	2,000
30235 Deferred Compensation	15.00	156	171	157
30245 Workers Compensation	126	-	-	-
<b>Subtotal - Salaries and Benefits</b>	<b>212,018</b>	<b>225,555</b>	<b>215,965</b>	<b>217,675</b>
<b><u>Supplies and Services</u></b>				
30400 Office Supplies	2,351	2,450	2,000	2,450
30405 Printing	3,028	3,970	3,918	3,970
30410 Postage	24,000	27,350	30,300	27,350
<b>Subtotal - Supplies and Services</b>	<b>29,379</b>	<b>33,770</b>	<b>36,218</b>	<b>33,770</b>
<b><u>Maintenance and Rentals</u></b>				
32105 Equipment Rental	240	289	240	240
<b>Subtotal - Maintenance &amp; Rentals</b>	<b>240</b>	<b>289</b>	<b>378</b>	<b>240</b>
<b><u>Contractual and Professional Services</u></b>				
34100 Contractual Services	4,633.00	18,983	36,198	37,733
34125 Accounting & Auditing	11,100	8,800	7,320	7,582
34130 Financial Services	16,728	17,381	17,000	17,381
<b>Subtotal - Contractual &amp; Professional</b>	<b>32,461</b>	<b>45,164</b>	<b>60,518</b>	<b>62,696</b>
<b><u>Internal Service Fund Charges</u></b>				
42110 Computing and Comm. Equip Replacement	1,400	1,200	1,200	1,300
42115 Computing and Communications Operations	8,900	9,300	9,300	9,400
<b>Subtotal - Internal Service Charges</b>	<b>10,300</b>	<b>10,500</b>	<b>10,500</b>	<b>10,700</b>
<b>Total Expenditures</b>	<b>\$ 284,398</b>	<b>315,278</b>	<b>323,579</b>	<b>325,081</b>

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

<b>Account</b>		<b>FY 2014</b>	<b>FY 2014</b>	<b>FY 2014</b>	<b>FY 2015</b>
<b>Number</b>	<b>Account Description</b>	<b>FY 2013</b>	<b>Amended</b>	<b>Estimated</b>	<b>Budget</b>
		<b>Actual</b>	<b>Budget</b>	<b>Year-End</b>	<b>Request</b>
				<b>Total</b>	
<b><u>Salaries and Benefits</u></b>					
30100	Salaries, Full Time	\$ 15,232	16,606	17,747	63,563
30105	Salaries, Part Time	1,149	7,500	2,035	2,400
30115	Constant Staffing	-	-	-	2,922
30200	PERS Retirement	3,978	4,544	4,288	17,843
30205	Employee Group Insurance	2,470	2,520	2,427	8,516
30210	Vehicle Allowance	-	600	600	1,920
30212	Cell Phone Stipend	17	-	71	240
30215	Medical Savings Account	29	38	38	156
30220	FICA/Medicare Insurance	248	350	287	999
30225	Sick leave buy back	276	90	290	700
30230	Annual Vacation Cash Out	-	90	362	900
30235	Deferred Compensation	-	188	51	60
	<b><i>Subtotal - Salaries and Benefits</i></b>	<b>\$ 23,399.00</b>	<b>32,526</b>	<b>28,196</b>	<b>100,218</b>

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

<b>Account</b>			<b>FY 2014</b>	<b>FY 2014</b>	<b>FY 2015</b>
<b>Number</b>	<b>Account Description</b>	<b>FY 2013</b>	<b>Amended</b>	<b>Estimated</b>	<b>Budget</b>
		<b>Actual</b>	<b>Budget</b>	<b>Year-End</b>	<b>Request</b>
				<b>Total</b>	
<b><u>Salaries and Benefits</u></b>					
30100	Salaries, Full Time	\$ 9,546	-	-	-
30105	Salaries, Part Time	2,157	-	-	-
30200	PERS Retirement	2,440	-	-	-
30205	Employee Group Insurance	1,628	-	-	-
30210	Vehicle Allowance	480	-	-	-
30215	Medical Savings Account	30	-	-	-
30220	FICA/Medicare Insurance	173	-	-	-
30225	Sick leave buy back	154	-	-	-
30235	Deferred Compensation	54	-	-	-
	<b>Subtotal - Salaries and Benefits</b>	<b>\$ 16,662</b>	<b>-</b>	<b>-</b>	<b>-</b>

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

<b>Account Number</b>	<b>Account Description</b>	<b>FY 2013 Actual</b>	<b>FY 2014 Amended Budget</b>	<b>FY 2014 Estimated Year-End Total</b>	<b>FY 2015 Budget Request</b>
<b><u>Salaries and Benefits</u></b>					
30100	Salaries, Full Time	\$ 15,049	16,978	15,689	15,264
30110	Salaries, Overtime	36	-	-	-
30200	PERS Retirement	3,864	4,646	4,409	4,550
30205	Employee Group Insurance	4,807	4,760	4,693	3,878
30215	Medical Savings Account	-	72	-	-
30220	FICA/Medicare Insurance	209	246	227	221
30225	Sick leave buy back	313	250	322	-
30230	Annual Vacation Cash Out	289	300	-	-
	<b>Subtotal - Salaries and Benefits</b>	<b>\$ 24,567</b>	<b>27,252</b>	<b>25,340</b>	<b>23,913</b>

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

<b>Account Number</b>	<b>Account Description</b>	<b>FY 2013 Actual</b>	<b>FY 2014 Amended Budget</b>	<b>FY 2014 Estimated Year-End Total</b>	<b>FY 2015 Budget Request</b>
<b><u>Salaries and Benefits</u></b>					
30100	Salaries, Full Time	\$ -	-	-	17,457
30200	PERS Retirement	-	-	-	5,203
30205	Employee Group Insurance	-	-	-	1,589
30210	Vehicle Allowance	-	-	-	600
30215	Medical Savings Account	-	-	-	30
30220	FICA/Medicare Insurance	-	-	-	253
30225	Sick leave buy back	-	-	-	200
30230	Annual Vacation Cash Out	-	-	-	470
	<b>Subtotal - Salaries and Benefits</b>	<hr/> -	<hr/> -	<hr/> -	<hr/> 25,802
	<b>Total Expenditures</b>	<hr/> \$ -	<hr/> -	<hr/> -	<hr/> 25,802



**Gas Tax Fund**

**City of Norco, California**  
**Gas Tax Fund - Revenues, Expenditures & Fund Balance**  
**Fiscal Year 2014 - 2015**

<b>Account Number</b>	<b>Description- Revenues</b>	<b>FY 2013 Actual</b>	<b>FY 2014 Amended Budget</b>	<b>FY 2014 Estimated Year-End Total</b>	<b>FY 2015 Budget Request</b>
133-000-53429	2103 Apportionment	\$ 215,026	387,396	387,396	286,118
133-000-53430	2105 Apportionment	118,423	127,860	127,860	131,489
133-000-53435	2106 Apportionment	86,581	89,561	89,561	107,129
133-000-53440	2107 Apportionment	194,052	190,362	190,362	161,564
133-000-53445	2107.5 Apportionment	6,000	6,000	6,000	6,000
133-000-54200	Interest Income	305	600	600	600
133-000-57915	Miscellaneous Revenue	1,642	-	770	-
<b>Total Revenues</b>		<b>\$ 622,029</b>	<b>801,779</b>	<b>802,549</b>	<b>692,900</b>
<b>Expenditures:</b>		<b>FY 2013 Actual</b>	<b>FY 2014 Amended Budget</b>	<b>FY 2014 Estimated Year-End Total</b>	<b>FY 2015 Budget Request</b>
	Salaries and Benefits	\$ 172,059	\$ 182,375	168,465	225,070
	Employee Related Expenditures	2,167	3,200	1,500	3,100
	Supplies and Services	56,384	56,800	42,900	56,800
	Maintenance and Rentals	59,056	58,800	80,000	75,000
	Operations and Utilities	99,689	90,300	90,300	90,300
	Contractual and Professional Services	126,032	168,000	168,000	193,000
	Miscellaneous	-	-	-	-
	CRA Programs	-	-	-	-
	Internal Service Fund Charges	-	-	-	-
	Capital Outlay	1,137	5,000	1,000	5,000
	Transfers Out	1,031	-	-	-
	<b>Total Expenditures</b>	<b>\$ 517,555</b>	<b>564,475</b>	<b>552,165</b>	<b>648,270</b>
	Revenues Over (Under) Expenditures				\$ 44,630
	Estimated Fund Balance June 30, 2014				832,550
	Estimated Fund Balance June 30, 2015				<u>\$ 877,180</u>

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

<b>Account Number Account Description</b>	<b>FY 2013 Actual</b>	<b>FY 2014 Amended Budget</b>	<b>FY 2014 Estimated Year-End Total</b>	<b>FY 2015 Budget Request</b>
<b><u>Salaries and Benefits</u></b>				
30100 Salaries, Full Time	\$ 84,126	98,219	85,082	103,756
30105 Salaries, Part Time	9,892	-	102	-
30110 Salaries, Overtime	17,750	10,000	18,000	15,000
30200 PERS Retirement	21,170	26,301	23,270	30,337
30205 Employee Group Insurance	24,695	25,962	24,869	29,243
30215 Medical Savings Account	60	-	73	-
30220 FICA/Medicare Insurance	1,332	1,098	1,496	1,391
30225 Sick leave buy back	687	1,500	994	1,500
30230 Annual Vacation Cash Out	256	900	900	900
30235 Deferred Compensation	247	-	3	-
<b>Subtotal - Salaries and Benefits</b>	<b>160,215</b>	<b>163,980</b>	<b>154,789</b>	<b>182,126</b>
<b><u>Employee Related Expenditures</u></b>				
30300 Conferences and Meetings	-	100	-	100
30310 Uniforms & Safety Gear	2,167	3,000	1,500	3,000
30315 Employee Hiring Costs	-	100	-	-
<b>Subtotal - Employee Related</b>	<b>2,167</b>	<b>3,200</b>	<b>1,500</b>	<b>3,100</b>
<b><u>Supplies and Services</u></b>				
30400 Office Supplies	-	100	100	100
30415 Special Departmental	55,522	55,500	42,500	55,500
30425 Small Tools	862	1,200	300	1,200
<b>Subtotal - Supplies and Services</b>	<b>56,384</b>	<b>56,800</b>	<b>42,900</b>	<b>56,800</b>
<b><u>Maintenance and Rentals</u></b>				
32300 Traffic Signal Maintenance	59,056	58,800	80,000	75,000
<b>Subtotal - Maintenance &amp; Rentals</b>	<b>59,056</b>	<b>58,800</b>	<b>80,000</b>	<b>75,000</b>
<b><u>Operations and Utilities</u></b>				
33100 Utilities	99,689	90,300	90,300	90,300
<b>Subtotal - Operations &amp; Utilities</b>	<b>99,689</b>	<b>90,300</b>	<b>90,300</b>	<b>90,300</b>
<b><u>Contractual and Professional Services</u></b>				
34100 Contractual Services	126,032	168,000	168,000	193,000
<b>Subtotal - Contractual &amp; Professional</b>	<b>126,032</b>	<b>168,000</b>	<b>168,000</b>	<b>193,000</b>
<b><u>Capital Outlay</u></b>				
43100 Equipment	1,137	5,000	1,000	5,000
<b>Subtotal - Capital Outlay</b>	<b>1,137</b>	<b>5,000</b>	<b>1,000</b>	<b>5,000</b>
<b>Total Expenditures</b>	<b>\$ 505,711</b>	<b>546,080</b>	<b>538,489</b>	<b>605,326</b>

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

<b>Account Number</b>	<b>Account Description</b>	<b>FY 2013 Actual</b>	<b>FY 2014 Amended Budget</b>	<b>FY 2014 Estimated Year-End Total</b>	<b>FY 2015 Budget Request</b>
<b><u>Salaries and Benefits</u></b>					
30100	Salaries, Full Time	\$ 3,443	3,962	3,661	6,106
30200	PERS Retirement	884	1,084	1,029	1,820
30205	Employee Group Insurance	1,122	1,111	1,095	1,551
30215	Medical Savings Account	-	17	-	-
30220	FICA/Medicare Insurance	48	57	53	89
30225	Sick leave buy back	73	50	75	-
30230	Annual Vacation Cash Out	68	50	-	-
	<b>Subtotal - Salaries and Benefits</b>	<b>5,646</b>	<b>6,331</b>	<b>5,913</b>	<b>9,565</b>
	<b>Total Expenditures</b>	<b>\$ 5,646</b>	<b>6,331</b>	<b>5,913</b>	<b>9,565</b>

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

<b>Account Number</b>	<b>Account Description</b>	<b>FY 2013 Actual</b>	<b>FY 2014 Amended Budget</b>	<b>FY 2014 Estimated Year-End Total</b>	<b>FY 2015 Budget Request</b>
<b><u>Salaries and Benefits</u></b>					
30100	Salaries, Full Time	\$ 4,039	4,798	5,038	19,501
30105	Salaries, Part Time	-	4,500	-	600
30115	Constant Staffing	-	-	-	2,922
30200	PERS Retirement	1,071	1,313	1,380	5,813
30205	Employee Group Insurance	765	770	737	2,966
30210	Vehicle Allowance	-	240	240	480
30212	Cell Phone Stipend	10	-	31	60
30215	Medical Savings Account	11	15	15	54
30220	FICA/Medicare Insurance	62	135	73	334
30225	Sick leave buy back	240	90	104	333
30230	Annual Vacation Cash Out	-	90	145	300
30235	Deferred Compensation	-	113	-	15
<b>Subtotal - Salaries and Benefits</b>		<b>6,198</b>	<b>12,064</b>	<b>7,763</b>	<b>33,378</b>
<b>Total Expenditures</b>		<b>\$ 6,198</b>	<b>12,064</b>	<b>7,763</b>	<b>33,378</b>



**NPDES**

**Storm Drain Fund**

**City of Norco, California**  
**NPDES Storm Drain Fund - Revenues, Expenditures & Fund Balance**  
**Fiscal Year 2014 - 2015**

<b>Account Number</b>	<b>Description-Revenues</b>	<b>FY 2013 Actual</b>	<b>FY 2014 Amended Budget</b>	<b>FY 2014</b>	<b>FY 2015</b>
				<b>Estimated Year-End Total</b>	<b>Budget Request</b>
139-000-53125	Tax Assessments	\$ 63,710	64,200	63,500	63,500
139-000-59200	Transfers In	25,000	25,000	25,000	50,000
<b>Total Revenues</b>		<b>\$ 88,710</b>	<b>89,200</b>	<b>88,500</b>	<b>113,500</b>

	<b>FY 2013 Actual</b>	<b>FY 2014 Amended Budget</b>	<b>FY 2014</b>	<b>FY 2015</b>
			<b>Estimated Year-End Total</b>	<b>Budget Request</b>
<b>Expenditures:</b>				
Salaries and Benefits	\$ 43,986	41,005	40,579	49,170
Employee Related Expenditures	-	300	-	100
Supplies and Services	247	400	150	250
Maintenance and Rentals	-	-	-	-
Operations and Utilities	-	-	-	-
Contractual and Professional Services	54,740	77,800	77,800	69,726
Miscellaneous	-	-	-	-
CRA Programs	-	-	-	-
Internal Service Fund Charges	-	-	-	-
Capital Outlay	630	1,000	-	500
Transfers Out	-	-	-	-
<b>Total Expenditures</b>	<b>\$ 99,603</b>	<b>120,505</b>	<b>118,529</b>	<b>119,746</b>
Revenues Over (Under) Expenditures				\$ (6,246)
Estimated Fund Balance June 30, 2014				<u>6,279</u>
Estimated Fund Balance June 30, 2015				<u>\$ 34</u>

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

<b>Account Number</b>	<b>Account Description</b>	<b>FY 2013 Actual</b>	<b>FY 2014 Amended Budget</b>	<b>FY 2014 Estimated Year-End Total</b>	<b>FY 2015 Budget Request</b>
<b><u>Salaries and Benefits</u></b>					
30100	Salaries, Full Time	\$ 15,490	15,875	13,581	18,059
30105	Salaries, Part Time	2,909	-	30	-
30110	Salaries, Overtime	3,984	1,000	4,000	4,000
30200	PERS Retirement	3,826	4,128	3,621	5,161
30205	Employee Group Insurance	4,617	4,069	4,110	5,046
30215	Medical Savings Account	12	-	-	-
30220	FICA/Medicare Insurance	329	230	255	320
30225	Sick leave buy back	73	100	134	150
30230	Annual Vacation Cash Out	-	110	-	110
30235	Deferred Compensation	73	-	1	-
30245	Workers Compensation	-	-	7	-
	<b>Subtotal - Salaries and Benefits</b>	<b>31,313</b>	<b>25,512</b>	<b>25,739</b>	<b>32,847</b>
<b><u>Employee Related Expenditures</u></b>					
30300	Conferences and Meetings	-	300	-	100
	<b>Subtotal - Employee Related</b>	<b>-</b>	<b>300</b>	<b>-</b>	<b>100</b>
<b><u>Supplies and Services</u></b>					
30400	Office Supplies	247	200	-	50
30415	Special Departmental	-	200	150	200
	<b>Subtotal - Supplies and Services</b>	<b>247</b>	<b>400</b>	<b>150</b>	<b>250</b>
<b><u>Contractual and Professional Services</u></b>					
34100	Contractual Services	54,740	77,800	77,800	69,726
	<b>Subtotal - Contractual &amp; Professional</b>	<b>54,740</b>	<b>77,800</b>	<b>77,800</b>	<b>69,726</b>
<b><u>Capital Outlay</u></b>					
43100	Equipment	630	1,000	-	500
	<b>Subtotal - Capital Outlay</b>	<b>630</b>	<b>1,000</b>	<b>-</b>	<b>500</b>
	<b>Total Expenditures</b>	<b>\$ 86,930</b>	<b>105,012</b>	<b>103,689</b>	<b>103,423</b>

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

<b>Account Number</b>	<b>Account Description</b>	<b>FY 2013 Actual</b>	<b>FY 2014 Amended Budget</b>	<b>FY 2014 Estimated Year-End Total</b>	<b>FY 2015 Budget Request</b>
<b><u>Salaries and Benefits</u></b>					
30100	Salaries, Full Time	\$ 5,016	5,659	5,230	6,106
30110	Salaries, Overtime	12	-	-	-
30200	PERS Retirement	1,288	1,549	1,470	1,820
30205	Employee Group Insurance	1,602	1,587	1,564	1,551
30215	Medical Savings Account	-	24	-	-
30220	FICA/Medicare Insurance	70	82	76	89
30225	Sick leave buy back	104	105	107	-
30230	Annual Vacation Cash Out	96	100	-	-
	<b>Subtotal - Salaries and Benefits</b>	<b>\$ 8,188</b>	<b>9,106</b>	<b>8,447</b>	<b>9,566</b>

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

<b>Account Number Account Description</b>	<b>FY 2013 Actual</b>	<b>FY 2014 Amended Budget</b>	<b>FY 2014 Estimated Year-End Total</b>	<b>FY 2015 Budget Request</b>
<b><u>Salaries and Benefits</u></b>				
30105 Salaries, Part Time	\$ -	6,000	6,150	6,500
30220 FICA/Medicare Insurance	-	87	89	94
30225 Sick leave buy back	-	130	-	-
30230 Annual Vacation Cash Out	-	20	-	-
30235 Deferred Compensation	-	150	154	163
<b>Subtotal - Salaries and Benefits</b>	<b>\$ -</b>	<b>\$ 6,387</b>	<b>\$ 6,393</b>	<b>6,757</b>

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

<b>Account Number Account Description</b>	<b>FY 2013 Actual</b>	<b>FY 2014 Amended Budget</b>	<b>FY 2014 Estimated Year-End Total</b>	<b>FY 2015 Budget Request</b>
<b><u>Salaries and Benefits</u></b>				
30105 Salaries, Part Time	\$ 4,314	-	-	-
30220 FICA/Medicare Insurance	63	-	-	-
30235 Deferred Compensation	108	-	-	-
<b>Subtotal - Salaries and Benefits</b>	<b>\$ 4,485</b>	-	-	-



## Miscellaneous Grants

**City of Norco, California**  
**Miscellaneous Grant Funds - Revenues, Expenditures & Fund Balance**  
**Fiscal Year 2014- 2015**

<b>Account Number</b>	<b>Description- Revenues</b>	<b>FY 2013 Actual</b>	<b>FY 2014 Amended Budget</b>	<b>FY 2014 Estimated Year-End Total</b>	<b>FY 2015 Budget Request</b>
122-000-53233	Historic Preservation Grant	\$ 12,085	-	-	-
122-000-53500	Riverside County Transp Commission	70,000	60,000	59,141	60,618
162-000-53260	Supplemental Law Enforcement	100,000	100,000	100,000	100,000
165-000-53255	Office of Traffic Safety	25,110	10,915	9,518	-
165-000-53275	DUI Checkpoint	79,891	14,000	14,000	-
165-000-53290	Saturation Distracted Driving	47,398	-		
<b>Total Revenues</b>		<b>\$ 334,484</b>	<b>184,915</b>	<b>182,659</b>	<b>160,618</b>

<b>Expenditures:</b>	<b>FY 2013 Actual</b>	<b>FY 2014 Amended Budget</b>	<b>FY 2014 Estimated Year-End Total</b>	<b>FY 2015 Budget Request</b>
Salaries and Benefits	\$ 51,420.00	44,307	43,448	44,576
Employee Related Expenditures	709	-	-	-
Supplies and Services	7,736	-	-	-
Operations and Utilities	5,337	3,672	3,671	4,020
Contractual and Professional Services	243,954	124,915	123,518	100,000
Miscellaneous	5,600	4,800	4,800	4,800
Internal Service Charges	7,643	7,222	7,222	7,222
<b>Total Expenditures</b>	<b>\$ 322,399</b>	<b>184,916</b>	<b>182,659</b>	<b>160,618</b>

Revenues Over (Under) Expenditures	\$ -
Estimated Fund Balance June 30, 2014	-
Estimated Fund Balance June 30, 2015	<b>\$ -</b>

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

<b>Account Number</b>	<b>Account Description</b>	<b>FY 2013 Actual</b>	<b>FY 2014 Amended Budget</b>	<b>FY 2014 Estimated Year-End Total</b>	<b>FY 2015 Budget Request</b>
<b><u>Salaries and Benefits</u></b>					
30100	Salaries, Full Time	\$ 34,570	29,425	29,299	29,896
30200	PERS Retirement	8,910	8,052	8,029	8,911
30205	Employee Group Insurance	7,354	6,331	5,620	5,264
30215	Medical Savings Account	72	72	75	72
30220	FICA/Medicare Insurance	514	427	425	433
	<b>Subtotal - Salaries and Benefits</b>	<b>51,420</b>	<b>44,307</b>	<b>43,448</b>	<b>44,576</b>
<b><u>Operations and Utilities</u></b>					
33100	Utilities	5,337	3,672	3,671	4,020
	<b>Subtotal - Operations &amp; Utilities</b>	<b>5,337</b>	<b>3,672</b>	<b>3,671</b>	<b>4,020</b>
<b><u>Miscellaneous</u></b>					
35150	Administrative Overhead	5,600	4,800	4,800	4,800
	<b>Subtotal - Miscellaneous</b>	<b>5,600</b>	<b>4,800</b>	<b>4,800</b>	<b>4,800</b>
<b><u>Internal Service Fund Charges</u></b>					
42100	Vehicle Operations and Maintenance	3,500	5,000	5,000	5,000
42115	Computing and Communications Operations	4,143	2,222	2,222	2,222
	<b>Subtotal - Internal Service Charges</b>	<b>7,643</b>	<b>7,222</b>	<b>7,222</b>	<b>7,222</b>
	<b>Total Expenditures</b>	<b>\$ 70,000</b>	<b>60,001</b>	<b>59,141</b>	<b>60,618</b>

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

<b>Account Number</b>	<b>Account Description</b>	<b>FY 2013 Actual</b>	<b>FY 2014 Amended Budget</b>	<b>FY 2014 Estimated Year-End Total</b>	<b>FY 2015 Budget Request</b>
<b><u>Contractual and Professional Services</u></b>					
34115	Law Enforcement Contract	\$ 100,000	100,000	100,000	100,000
	<b>Subtotal - Contractual &amp; Professional</b>	<b>100,000</b>	<b>100,000</b>	<b>100,000</b>	<b>100,000</b>
	<b>Total Expenditures</b>	<b>\$ 100,000</b>	<b>100,000</b>	<b>100,000</b>	<b>100,000</b>

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

<b>Account Number</b>	<b>Account Description</b>	<b>FY 2013 Actual</b>	<b>FY 2014 Amended Budget</b>	<b>FY 2014 Estimated Year-End Total</b>	<b>FY 2015 Budget Request</b>
<b><u>Employee Related Expenditures</u></b>					
30300	Conferences and Meetings	\$ 709	-	-	-
	<b>Subtotal - Employee Related</b>	<b>709</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b><u>Supplies and Services</u></b>					
30425	Small Tools	7,736	-	-	-
	<b>Subtotal - Supplies and Services</b>	<b>7,736</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b><u>Contractual and Professional Services</u></b>					
34100	Contractual Services	6,921	-	411	-
34115	Law Enforcement Contract	137,033	24,915	23,107	-
	<b>Subtotal - Contractual &amp; Professional</b>	<b>143,954</b>	<b>24,915</b>	<b>23,518</b>	<b>-</b>
	<b>Total Expenditures</b>	<b>\$ 152,399</b>	<b>24,915</b>	<b>23,518</b>	<b>-</b>



**Information Technology  
Memo Only**

## **FISCAL & SUPPORT SERVICES**

Information Technology Division 135-901

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

**City of Norco, California**  
**Data Processing Fund - Revenues, Expenditures & Working Capital - Memo Only**  
**Fiscal Year 2014 - 2015**

<b>Account Number</b>	<b>Description - Revenues</b>	<b>FY 2013 Actual</b>	<b>FY 2014 Amended Budget</b>	<b>FY 2014 Estimated Year-End Total</b>	<b>FY 2015 Budget Request</b>
135-000-57625	Charges for Equipment Replacement	\$ 49,700	47,900	47,900	50,000
135-000-57630	Charges for Operations	361,900	352,100	352,100	353,900
135-000-54200	Interest	255	1,500	650	1,500
135-000-57900	Property Sale	230	130	230	130
135-000-57915	Miscellaneous	-	1,900	500	1,900
135-000-59200	Transfers In-General Fund	-	136,000	136,000	100,000
<b>Total Revenues</b>		<b>\$ 412,085</b>	<b>539,530</b>	<b>537,380</b>	<b>507,430</b>

<b>Expenditures</b>	<b>FY 2013 Actual</b>	<b>FY 2014 Amended Budget</b>	<b>FY 2014 Estimated Year-End Total</b>	<b>FY 2015 Budget Request</b>
Salaries and Benefits	\$ 149,122	227,214	165,254	207,711
Employee Related	909	2,450	940	2,250
Supplies and Services	81,910	14,350	21,342	14,350
Maintenance and Rentals	23,334	35,058	32,948	36,113
Operations and Utilities	856	600	850	600
Contractual and Professional Services	77,669	77,517	74,517	95,620
Internal Service Fund Charges	237	300	300	300
Miscellaneous	-	-	-	-
Capital Outlay	-	35,000	35,000	35,000
Transfers Out	-	-	-	-
<b>Total Expenditures</b>	<b>\$ 334,037</b>	<b>392,489</b>	<b>331,151</b>	<b>391,944</b>

Revenues Over (Under) Expenditures	\$ 115,486
Estimated Working Capital June 30, 2014	<u>2,676,942</u>
Estimated Working Capital June 30, 2015	<u><u>\$ 2,792,428</u></u>

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

<b>Account Number Account Description</b>	<b>FY 2013 Actual</b>	<b>FY 2014 Amended Budget</b>	<b>FY 2014 Estimated Year-End Total</b>	<b>FY 2015 Budget Request</b>
<b><u>Salaries and Benefits</u></b>				
30100 Salaries, Full Time	\$ 90,281	147,804	104,248	139,304
30105 Salaries, Part Time	13,791	-	10,148	-
30200 PERS Retirement	22,464	40,446	24,835	29,416
30205 Employee Group Insurance	15,077	30,541	21,386	31,231
30212 Cell Phone Stipend	50	600	-	600
30215 Medical Savings Account	263	480	241	240
30220 FICA/Medicare Insurance	1,724	2,143	1,659	2,020
30225 Sick leave buy back	1,577	1,600	-	1,600
30230 Annual Vacation Cash Out	3,550	3,600	2,484	2,500
30235 Deferred Compensation	345	-	254	-
30255 Tuition Reimbursement	-	-	-	800
<b>Subtotal - Salaries and Benefits</b>	149,122	227,214	165,254	207,711
<b><u>Employee Related Expenditures</u></b>				
30300 Conferences and Meetings	-	1,500	-	1,500
30305 Auto Mileage	669	700	700	500
30320 Dues, memberships and Subscriptions	240	250	240	250
<b>Subtotal - Employee Related</b>	909	2,450	940	2,250
<b><u>Supplies and Services</u></b>				
30400 Office Supplies	240	100	1,200	100
30410 Postage	11,296	12,000	12,000	12,000
30425 Small Tools	18	250	-	250
30435 Software Expense	40,870	2,000	8,142	2,000
<b>Subtotal - Supplies and Services</b>	81,910	14,350	21,342	14,350
<b><u>Maintenance and Rentals</u></b>				
32100 Office Equipment Maintenance	5,065	4,110	2,000	4,225
32105 Equipment Rental	18,269	30,948	30,948	31,888
<b>Subtotal - Maintenance &amp; Rentals</b>	23,334	35,058	32,948	36,113
<b><u>Operations and Utilities</u></b>				
33100 Utilities	856	600	850	600
<b>Subtotal - Operations &amp; Utilities</b>	856	600	850	600
<b><u>Contractual and Professional Services</u></b>				
34100 Contractual Services	69,149	72,517	72,517	90,620
34105 Other Professional Services	8,520	5,000	2,000	5,000
<b>Subtotal - Contractual &amp; Professional</b>	77,669	77,517	74,517	95,620

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

<b>Account Number</b>	<b>Account Description</b>	<b>FY 2013 Actual</b>	<b>FY 2014 Amended Budget</b>	<b>FY 2014 Estimated Year-End Total</b>	<b>FY 2015 Budget Request</b>
<b><u>Internal Service Fund Charges</u></b>					
42100	Vehicle Operations and Maintenance	237	300	300	300
	<b>Subtotal - Internal Service Charges</b>	<b>237</b>	<b>300</b>	<b>300</b>	<b>300</b>
<b><u>Capital Outlay</u></b>					
43100	Equipment	-	35,000	35,000	35,000
	<b>Subtotal - Capital Outlay</b>	<b>-</b>	<b>35,000</b>	<b>35,000</b>	<b>35,000</b>
	<b>Total Expenditures</b>	<b>\$ 334,037</b>	<b>392,489</b>	<b>331,151</b>	<b>391,944</b>



## Vehicle Replacement Fund

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

<b>Account Number</b>	<b>Description - Revenues</b>	<b>FY 2013 Actual</b>	<b>FY 2014 Amended Budget</b>	<b>FY 2014 Estimated Year-End Total</b>	<b>FY 2015 Budget Request</b>
128-000-57625	Charges for Vehicle Replacement	\$ 108,586	88,011	88,011	125,106
128-000-57630	Charges for Operations	198,100	214,600	214,600	206,900
128-000-54200	Interest	1,468	11,000	-	-
128-000-57900	Sale of Property	5,694	10,000	-	-
128-000-57605	Damage Claim	4,671	-	-	-
<b>Total Revenues</b>		<b>\$ 318,519</b>	<b>323,611</b>	<b>302,611</b>	<b>332,006</b>

<b>Expenditures</b>	<b>FY 2013 Actual</b>	<b>FY 2014 Amended Budget</b>	<b>FY 2014 Estimated Year-End Total</b>	<b>FY 2015 Budget Request</b>
Salaries and Benefits	\$ -	-	-	-
Employee Related	-	-	-	-
Supplies and Services	-	-	-	-
Maintenance and Rentals	-	-	-	-
Operations and Utilities	-	-	-	-
Contractual and Professional Services	-	-	-	-
Miscellaneous	-	-	-	-
Internal Service Charges	264,305	252,000	251,600	253,300
Capital Outlay	-	115,821	146,874	-
Transfers Out	-	-	-	-
<b>Total Expenditures</b>	<b>\$ 264,305</b>	<b>367,821</b>	<b>398,474</b>	<b>253,300</b>

Revenues Over (Under) Expenditures	\$ 78,706
Estimated Working Capital June 30, 2014	<u>2,676,942</u>
Estimated Working Capital June 30, 2015	<u>\$ 2,755,648</u>



## **Benefits & Insurance Fund**

**City of Norco, California**  
**Benefits and Insurance Fund - Revenues, Expenditures & Working Capital - Memo Only**  
**Fiscal Year 2014 - 2015**

<b>Account Number</b>	<b>Description - Revenues</b>	<b>FY 2013 Actual</b>	<b>FY 2014 Amended Budget</b>	<b>FY 2014 Estimated Year-End Total</b>	<b>FY 2015 Budget Request</b>
134-000-54200	Interest	\$ 783	3,000	1,600	-
134-000-57630	Internal Service Operations	366,123	257,275	257,275	269,023
134-000-59200	Transfers In-General Fund	182,824	-	-	-
134-000-59220	Transfers In-Utilities	14,448	-	-	-
134-000-59400	Transfer In-Other	1,661	-	-	-
		-	-	-	-
	<b>Total Revenues</b>	<b>\$ 565,839</b>	<b>260,275</b>	<b>258,875</b>	<b>269,023</b>

<b>Expenditures</b>	<b>FY 2013 Actual</b>	<b>FY 2014 Amended Budget</b>	<b>FY 2014 Estimated Year-End Total</b>	<b>FY 2015 Budget Request</b>
Salaries and Benefits	\$ -	-	-	-
Employee Related	-	-	-	-
Supplies and Services	-	-	-	-
Maintenance and Rentals	-	-	-	-
Operations and Utilities	-	-	-	-
Contractual and Professional Services	-	-	-	-
Internal Service Fund Charges	207,136	257,275	234,113	269,023
Miscellaneous	-	-	-	-
Capital Outlay	-	-	-	-
Transfers Out	-	-	-	-
	-	-	-	-
<b>Total Expenditures</b>	<b>\$ 207,136</b>	<b>257,275</b>	<b>234,113</b>	<b>269,023</b>

Revenues Over (Under) Expenditures	\$ -
Estimated Working Capital June 30, 2014	113,006
Estimated Working Capital June 30, 2015	<u>\$ 113,006</u>

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

<b>Account Number</b>	<b>Account Description</b>	<b>FY 2013 Actual</b>	<b>FY 2014 Amended Budget</b>	<b>FY 2014 Estimated Year-End Total</b>	<b>FY 2015 Budget Request</b>
<b><u>Internal Service Fund Charges</u></b>					
42200	Liability Insurance	\$ 107,924	136,581	133,090	132,552
42220	Self Insured Expenses	46,228	35,000	50,000	33,540
42225	Self Insured Settlements	1,175	35,000	3,000	57,936
42230	Excess Workers Comp	51,809	50,694	48,023	44,994
	<b>Subtotal - Internal Service Charges</b>	<b>207,136</b>	<b>257,275</b>	<b>234,113</b>	<b>269,023</b>
	<b>Total Expenditures</b>	<b>\$ 207,136</b>	<b>257,275</b>	<b>234,113</b>	<b>269,023</b>



## **Redevelopment Obligation Retirement Fund**

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

<b><i>Expenditures:</i></b>	<b><i>FY 2013 Actual</i></b>	<b><i>FY 2014 Amended Budget</i></b>	<b><i>FY 2014 Estimated Year-End Total</i></b>	<b><i>FY 2015 Budget Request</i></b>
Salaries and Benefits	\$ -	-	-	-
Employee Related Expenditures	-	-	-	-
Supplies and Services	-	-	-	-
Maintenance and Rentals	-	-	-	-
Operations and Utilities	-	-	-	-
Miscellaneous	355,718	370,258	358,258	358,258
Debt Service	6,772,211	8,199,130	7,197,042	7,200,483
CRA Programs	-	-	-	-
Internal Service Fund Charges	-	-	-	-
Capital Outlay	-	-	-	-
Reimbursements to General Fund	-	-	-	-
<b><i>Total Expenditures</i></b>	<b><i>\$ 7,127,929</i></b>	<b><i>8,569,388</i></b>	<b><i>7,555,300</i></b>	<b><i>7,558,741</i></b>

<b><i>Funding Sources:</i></b>	<b><i>FY 2013 Actual</i></b>	<b><i>FY 2014 Amended Budget</i></b>	<b><i>FY 2014 Estimated Year-End Total</i></b>	<b><i>FY 2015 Budget Request</i></b>
General Fund	\$ -	-	-	-
Water Fund	-	-	-	-
Sewer Fund	-	-	-	-
Gas Tax Fund	-	-	-	-
NPDES Storm Drainage Fund	-	-	-	-
Internal Service Fund	-	-	-	-
Redevelopment Funds	7,127,929	8,569,388	7,555,300	7,558,741
<b><i>Total Funding Sources</i></b>	<b><i>\$ 7,127,929</i></b>	<b><i>8,569,388</i></b>	<b><i>7,555,300</i></b>	<b><i>7,558,741</i></b>

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

<b>Account Number</b>	<b>Account Description</b>	<b>FY 2013 Actual</b>	<b>FY 2014 Amended Budget</b>	<b>FY 2014 Estimated Year-End Total</b>	<b>FY 2015 Budget Request</b>
<b><u>Contractual and Professional Services</u></b>					
34102	City Services	\$ 355,718	370,258	358,258	358,258
	<b>Subtotal - Contractual &amp; Professional</b>	<b>355,718</b>	<b>370,258</b>	<b>358,258</b>	<b>358,258</b>
<b><u>Debt Service</u></b>					
35100	Interest Payments	4,927,052	4,860,472	4,860,474	4,748,654
35105	Principal Payments	-	3,335,000	2,335,000	2,450,000
35110	Bond Issuance Costs	62,284	-	-	-
35115	Bond Discount	47,455	-	-	-
35156	Successor Agency Settlement	1,731,935	-	-	-
35205	Property Taxes	3,485	3,658	1,568	1,829
	<b>Subtotal - Miscellaneous</b>	<b>6,772,211</b>	<b>8,199,130</b>	<b>7,197,042</b>	<b>7,200,483</b>
	<b>Total Expenditures</b>	<b>\$ 7,127,929</b>	<b>8,569,388</b>	<b>7,555,300</b>	<b>7,558,741</b>

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

<b>Account Number</b>	<b>Description</b>	<b>FY 2013 Actual</b>	<b>FY 2014 Amended Budget</b>	<b>FY 2014 Estimated Year-End Total</b>	<b>FY 2015 Budget Request</b>
017-5100-35100	2001 School Pass-through Interest	\$ 210,178	205,975	205,975	198,275
017-5100-35105	2001 School Pass-through Principal	-	140,000	140,000	145,000
017-5101-35100	2004 Refunding Notes (Pass-through) Interest	458,575	451,700	451,700	440,500
017-5101-35105	2004 Refunding Notes (Pass-through) Principal	-	280,000	280,000	295,000
017-5108-35100	2009 School Pass-through Interest	756,590	750,498	750,499	740,092
017-5108-35105	2009 School Pass-through Principal		225,000	225,000	235,000
017-5104-35100	2001 Refunding Tax Allocation Bonds Interest	1,260,740	1,215,456	1,215,456	1,140,456
017-5104-35105	2001 Refunding Tax Allocation Bonds Principal	-	1,500,000	1,500,000	1,580,000
017-5105-35100	2005 Refunding Tax Allocation Bonds Interest	815,263	813,637	813,638	810,925
017-5105-35105	2005 Refunding Tax Allocation Bonds Principal	-	70,000	70,000	70,000
017-5111-35100	2010 Refunding Tax Allocation Bonds Interest	1,425,706	1,423,206	1,423,206	1,418,406
017-5111-35105	2010 Refunding Tax Allocation Bonds Principal	-	120,000	120,000	125,000
017-5010-35105	SERAF Borrowing Repayment	-	1,000,000	-	-
<b>Total CRA Debt Service</b>		<b>\$ 4,927,052</b>	<b>8,195,472</b>	<b>7,195,474</b>	<b>7,198,654</b>



**Landscape Maintenance  
Districts (LMD)**

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

<b><i>Expenditures:</i></b>		<b><i>FY 2013</i></b>	<b><i>FY 2014</i></b>	<b><i>FY 2014</i></b>	<b><i>FY 2015</i></b>
		<b><i>Actual</i></b>	<b><i>Amended</i></b>	<b><i>Estimated</i></b>	<b><i>Budget</i></b>
			<b><i>Budget</i></b>	<b><i>Year-End</i></b>	<b><i>Request</i></b>
				<b><i>Total</i></b>	
Salaries and Benefits	\$	951.00	1,124	1,316	1,484
Employee Related Expenditures		-	-	-	-
Supplies and Services		-	-	-	-
Maintenance and Rentals		-	-	-	-
Operations and Utilities		2,658	2,682	3,495	3,600
Contractual and Professional Services		4,160	4,215	4,300	4,400
Miscellaneous		1,538	710	1,538	1,550
CRA Programs		-	-	-	-
Internal Service Fund Charges		-	-	-	-
Capital Outlay		-	-	-	-
Transfers		-	-	-	-
<b><i>Total Expenditures</i></b>	<b><i>\$</i></b>	<b><i>9,307</i></b>	<b><i>8,731</i></b>	<b><i>10,649</i></b>	<b><i>11,034</i></b>

<b><i>Funding Sources:</i></b>		<b><i>FY 2013</i></b>	<b><i>FY 2014</i></b>	<b><i>FY 2014</i></b>	<b><i>FY 2015</i></b>
		<b><i>Actual</i></b>	<b><i>Amended</i></b>	<b><i>Estimated</i></b>	<b><i>Budget</i></b>
			<b><i>Budget</i></b>	<b><i>Year-End</i></b>	<b><i>Request</i></b>
				<b><i>Total</i></b>	
General Fund	\$	-	-	-	-
Water Fund		-	-	-	-
Sewer Fund		-	-	-	-
Gas Tax Fund		-	-	-	-
NPDES Storm Drainage Fund		-	-	-	-
Internal Service Fund		-	-	-	-
Grants		9,307	8,731	10,649	11,034
<b><i>Total Funding Sources</i></b>	<b><i>\$</i></b>	<b><i>9,307</i></b>	<b><i>8,731</i></b>	<b><i>10,649</i></b>	<b><i>11,034</i></b>

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

<b>Account Number</b>	<b>Account Description</b>	<b>FY 2013 Actual</b>	<b>FY 2014 Amended Budget</b>	<b>FY 2014 Estimated Year-End Total</b>	<b>FY 2015 Budget Request</b>
<b><u>Salaries and Benefits</u></b>					
30106	Salaries, Part Time (32 hour)	\$ 853	\$ 1,004	\$ 1,034	\$ 1,060
30200	PERS Retirement	73	80	267	274
30205	Employee Group Insurance	-	-	-	135
30220	FICA/Medicare Insurance	12	15	15	15
30235	Deferred Compensation	13	25	-	-
	<b>Subtotal - Salaries and Benefits</b>	<b>951</b>	<b>1,124</b>	<b>1,316</b>	<b>1,484</b>
<b><u>Operations and Utilities</u></b>					
33100-10	Water Charges	2,451	2,294	3,300	3,400
33100-20	Electricity Charges	-	170	-	-
33100-30	Telephone Charges	207	218	195	200
	<b>Subtotal - Operations &amp; Utilities</b>	<b>2,658</b>	<b>2,682</b>	<b>3,495</b>	<b>3,600</b>
<b><u>Contractual and Professional Services</u></b>					
34100-10	Landscape Maintenance	2,724	2,815	2,900	3,000
34105	Other Professional Services	1,436	1,400	1,400	1,400
	<b>Subtotal - Contractual &amp; Professional</b>	<b>4,160</b>	<b>4,215</b>	<b>4,300</b>	<b>4,400</b>
<b><u>Miscellaneous</u></b>					
35150	Administrative Overhead	1,400	560	1,400	1,400
35210	Administration Fees-Property Taxes	138	150	138	150
	<b>Subtotal - Miscellaneous</b>	<b>1,538</b>	<b>710</b>	<b>1,538</b>	<b>1,550</b>
	<b>Total Expenditures</b>	<b>\$ 9,307</b>	<b>8,731</b>	<b>10,649</b>	<b>11,034</b>

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

<b>Expenditures:</b>	<b>FY 2013 Actual</b>	<b>FY 2014 Amended Budget</b>	<b>FY 2014 Estimated Year-End Total</b>	<b>FY 2015 Budget Request</b>
Salaries and Benefits	\$ 4,757.00	5,619	6,577	7,420
Employee Related Expenditures	-	-	-	-
Supplies and Services	-	-	-	-
Maintenance and Rentals	276	5,000	3,112	3,500
Operations and Utilities	53,587	45,763	54,090	55,800
Contractual and Professional Services	46,612	46,240	37,863	46,530
Miscellaneous	14,348	9,423	7,774	9,423
CRA Programs	-	-	-	-
Internal Service Fund Charges	-	-	-	-
Capital Outlay	-	-	-	-
Transfers	-	-	-	-
<b>Total Expenditures</b>	<b>\$ 119,580</b>	<b>112,045</b>	<b>109,416</b>	<b>122,673</b>

<b>Funding Sources:</b>	<b>FY 2013 Actual</b>	<b>FY 2014 Amended Budget</b>	<b>FY 2014 Estimated Year-End Total</b>	<b>FY 2015 Budget Request</b>
General Fund	\$ -	-	-	-
Water Fund	-	-	-	-
Sewer Fund	-	-	-	-
Gas Tax Fund	-	-	-	-
NPDES Storm Drainage Fund	-	-	-	-
Internal Service Fund	-	-	-	-
Grants	119,580	112,045	109,416	122,673
<b>Total Funding Sources</b>	<b>\$ 119,580</b>	<b>112,045</b>	<b>109,416</b>	<b>122,673</b>

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

<b>Account Number Account Description</b>	<b>FY 2013 Actual</b>	<b>FY 2014 Amended Budget</b>	<b>FY 2014 Estimated Year-End Total</b>	<b>FY 2015 Budget Request</b>
<b><u>Salaries and Benefits</u></b>				
30106 Salaries, Part Time (32 hour)	\$ 4,264	5,019	5,168	5,300
30200 PERS Retirement	367	402	1,334	1,368
30205 Employee Group Insurance	-	-	-	675
30220 FICA/Medicare Insurance	62	73	75	77
30235 Deferred Compensation	64	125	-	-
<b>Subtotal - Salaries and Benefits</b>	<b>4,757</b>	<b>5,619</b>	<b>6,577</b>	<b>7,420</b>
<b><u>Maintenance and Rentals</u></b>				
32400 Trail Maintenance	276	5,000	3,112	3,500
<b>Subtotal - Maintenance &amp; Rentals</b>	<b>276</b>	<b>5,000</b>	<b>3,112</b>	<b>3,500</b>
<b><u>Operations and Utilities</u></b>				
33100-10 Water Charges	47,968	39,900	48,300	50,000
33100-20 Electricity Charges	5,357	5,633	5,600	5,600
33100-30 Telephone Charges	262	230	190	200
<b>Subtotal - Operations &amp; Utilities</b>	<b>53,587</b>	<b>45,763</b>	<b>54,090</b>	<b>55,800</b>
<b><u>Contractual and Professional Services</u></b>				
34100-10 Landscape Maintenance	45,632	33,185	35,500	36,000
34100-30 Wet Lands Area	-	1,030	-	1,030
34100-40 Park Maintenance	-	9,525	-	7,000
34105 Other Professional Services	980	2,500	2,363	2,500
<b>Subtotal - Contractual &amp; Professional</b>	<b>46,612</b>	<b>46,240</b>	<b>37,863</b>	<b>46,530</b>
<b><u>Miscellaneous</u></b>				
35150 Administrative Overhead	14,133	7,559	7,559	7,559
35210 Administration Fees-Property Taxes	215	230	215	230
35511 Incidentals	-	216	-	216
35512 Operating Contingency	-	1,418	-	1,418
<b>Subtotal - Miscellaneous</b>	<b>14,348</b>	<b>9,423</b>	<b>7,774</b>	<b>9,423</b>
<b>Total Expenditures</b>	<b>\$ 119,580</b>	<b>112,045</b>	<b>109,416</b>	<b>122,673</b>

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

<b>Expenditures:</b>	<b>FY 2013 Actual</b>	<b>FY 2014 Amended Budget</b>	<b>FY 2014 Estimated Year-End Total</b>	<b>FY 2015 Budget Request</b>
Salaries and Benefits	\$ 3,805.00	4,496	5,262	5,935
Employee Related Expenditures	-	-	-	-
Supplies and Services	-	-	-	-
Maintenance and Rentals	4,145	5,825	6,464	6,500
Operations and Utilities	32,986	32,717	33,253	34,253
Contractual and Professional Services	29,557	30,219	29,805	30,000
Miscellaneous	8,784	6,480	5,849	6,395
CRA Programs	-	-	-	-
Internal Service Fund Charges	-	-	-	-
Capital Outlay	-	-	-	-
Transfers	-	-	-	-
<b>Total Expenditures</b>	<b>\$ 79,277</b>	<b>79,737</b>	<b>80,633</b>	<b>83,083</b>

<b>Funding Sources:</b>	<b>FY 2013 Actual</b>	<b>FY 2014 Amended Budget</b>	<b>FY 2014 Estimated Year-End Total</b>	<b>FY 2015 Budget Request</b>
General Fund	\$ -	-	-	-
Water Fund	-	-	-	-
Sewer Fund	-	-	-	-
Gas Tax Fund	-	-	-	-
NPDES Storm Drainage Fund	-	-	-	-
Internal Service Fund	-	-	-	-
Grants	79,277	79,737	80,633	83,083
<b>Total Funding Sources</b>	<b>\$ 79,277</b>	<b>79,737</b>	<b>80,633</b>	<b>83,083</b>

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

<b>Account Number Account Description</b>	<b>FY 2013 Actual</b>	<b>FY 2014 Amended Budget</b>	<b>FY 2014 Estimated Year-End Total</b>	<b>FY 2015 Budget Request</b>
<b><u>Salaries and Benefits</u></b>				
30106 Salaries, Part Time (32 hour)	\$ 3,411	4,017	4,135	4,240
30200 PERS Retirement	294	321	1,067	1,094
30205 Employee Group Insurance	-	-	-	540
30220 FICA/Medicare Insurance	49	58	60	61
30235 Deferred Compensation	51	100	-	-
<b>Subtotal - Salaries and Benefits</b>	<b>3,805</b>	<b>4,496</b>	<b>5,262</b>	<b>5,935</b>
<b><u>Maintenance and Rentals</u></b>				
32200 Building and ground maintenance				
32400 Trail Maintenance	4,145	5,825	6,464	6,500
<b>Subtotal - Maintenance &amp; Rentals</b>	<b>4,145</b>	<b>5,825</b>	<b>6,464</b>	<b>6,500</b>
<b><u>Operations and Utilities</u></b>				
33100-10 Water Charges	30,866	30,450	31,100	32,000
33100-20 Electricity Charges	2,067	2,205	2,100	2,200
33100-30 Telephone Charges	53	62	53	53
<b>Subtotal - Operations &amp; Utilities</b>	<b>32,986</b>	<b>32,717</b>	<b>33,253</b>	<b>34,253</b>
<b><u>Contractual and Professional Services</u></b>				
34100-10 Landscape Maintenance	28,674	28,219	28,000	28,000
34105 Other Professional Services	883	2,000	1,805	2,000
<b>Subtotal - Contractual &amp; Professional</b>	<b>29,557</b>	<b>30,219</b>	<b>29,805</b>	<b>30,000</b>
<b><u>Miscellaneous</u></b>				
35150 Administrative Overhead	8,639	4,824	4,824	4,824
35210 Administration Fees-Property Taxes	145	230	145	145
35511 Incidentals	-	91	880	91
35512 Operating Contingency	-	1,335	-	1,335
<b>Subtotal - Miscellaneous</b>	<b>8,784</b>	<b>6,480</b>	<b>5,849</b>	<b>6,395</b>
<b>Total Expenditures</b>	<b>\$ 79,277</b>	<b>79,737</b>	<b>80,633</b>	<b>83,083</b>

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

<b>Expenditures:</b>	<b>FY 2013 Actual</b>	<b>FY 2014 Amended Budget</b>	<b>FY 2014 Estimated Year-End Total</b>	<b>FY 2015 Budget Request</b>
Salaries and Benefits	\$ 6,661.00	7,867	9,208	10,388
Employee Related Expenditures	-	-	-	-
Supplies and Services	-	-	-	-
Maintenance and Rentals	49,336	76,667	71,750	74,000
Operations and Utilities	140,910	143,159	155,450	157,650
Contractual and Professional Services	144,140	138,888	132,930	144,600
Miscellaneous	28,172	47,513	29,621	44,751
CRA Programs	-	-	-	-
Internal Service Fund Charges	-	-	-	-
Capital Outlay	218,436	75,000	-	75,000
Transfers	-	-	-	-
<b>Total Expenditures</b>	<b>\$ 587,655</b>	<b>489,094</b>	<b>398,959</b>	<b>506,389</b>

<b>Funding Sources:</b>	<b>FY 2013 Actual</b>	<b>FY 2014 Amended Budget</b>	<b>FY 2014 Estimated Year-End Total</b>	<b>FY 2015 Budget Request</b>
General Fund	\$ -	-	-	-
Water Fund	-	-	-	-
Sewer Fund	-	-	-	-
Gas Tax Fund	-	-	-	-
NPDES Storm Drainage Fund	-	-	-	-
Internal Service Fund	-	-	-	-
Grants	587,655	489,094	398,959	506,389
<b>Total Funding Sources</b>	<b>\$ 587,655</b>	<b>489,094</b>	<b>398,959</b>	<b>506,389</b>

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

<b>Account Number Account Description</b>	<b>FY 2013 Actual</b>	<b>FY 2014 Amended Budget</b>	<b>FY 2014 Estimated Year-End Total</b>	<b>FY 2015 Budget Request</b>
<b><u>Salaries and Benefits</u></b>				
30106 Salaries, Part Time (32 hour)	\$ 5,970	7,027	7,236	7,420
30200 PERS Retirement	514	562	1,867	1,915
30205 Employee Group Insurance	-	-	-	945
30220 FICA/Medicare Insurance	87	102	105	108
30235 Deferred Compensation	90	176	-	-
<b>Subtotal - Salaries and Benefits</b>	6,661	7,867	9,208	10,388
<b><u>Maintenance and Rentals</u></b>				
32400 Trail Maintenance	49,051	71,667	71,750	72,000
32405 Tree Replacement	285	5,000	-	2,000
<b>Subtotal - Maintenance &amp; Rentals</b>	49,336	76,667	71,750	74,000
<b><u>Operations and Utilities</u></b>				
33100-10 Water Charges	88,414	90,000	88,700	90,000
33100-20 Electricity Charges	51,882	52,500	66,100	67,000
33100-30 Telephone Charges	614	659	650	650
<b>Subtotal - Operations &amp; Utilities</b>	140,910	143,159	155,450	157,650
<b><u>Contractual and Professional Services</u></b>				
34100-10 Landscape Maintenance	133,502	119,288	121,130	125,000
34100-20 Natural Open Space	2,986	11,000	-	5,000
34100-30 Wet Lands Area	-	5,000	-	5,000
34105 Other Professional Services	7,652	3,600	11,800	9,600
<b>Subtotal - Contractual &amp; Professional</b>	144,140	138,888	132,930	144,600
<b><u>Miscellaneous</u></b>				
35150 Administrative Overhead	26,647	29,244	29,244	29,244
35210 Administration Fees-Property Taxes	377	382	377	377
35510 Bad Debt Expense	1,148	-	-	-
35511 Incidentals	-	130	-	130
35512 Operating Contingency	-	17,757	-	15,000
<b>Subtotal - Miscellaneous</b>	28,172	47,513	29,621	44,751
<b><u>Capital Outlay</u></b>				
43130 Land Improvements	-	75,000	-	75,000
43180 Storm Sewer Lines	218,436	-	-	-
<b>Subtotal - Capital Outlay</b>	218,436	75,000	-	75,000
<b>Total Expenditures</b>	\$ 587,655	489,094	398,959	506,389

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

<b>Expenditures:</b>	<b>FY 2013 Actual</b>	<b>FY 2014 Amended Budget</b>	<b>FY 2014 Estimated Year-End Total</b>	<b>FY 2015 Budget Request</b>
Salaries and Benefits	\$ 2,854.00	3,372	3,946	4,452
Employee Related Expenditures	-	-	-	-
Supplies and Services	-	-	-	-
Maintenance and Rentals	4,627	7,092	6,950	7,000
Operations and Utilities	9,582	9,415	8,557	9,070
Contractual and Professional Services	15,461	17,973	13,170	14,000
Miscellaneous	8,343	5,605	2,942	5,596
CRA Programs	-	-	-	-
Internal Service Fund Charges	-	-	-	-
Capital Outlay	-	-	-	-
Transfers	-	-	-	-
<b>Total Expenditures</b>	<b>\$ 40,867</b>	<b>43,457</b>	<b>35,565</b>	<b>40,118</b>

<b>Funding Sources:</b>	<b>FY 2013 Actual</b>	<b>FY 2014 Amended Budget</b>	<b>FY 2014 Estimated Year-End Total</b>	<b>FY 2015 Budget Request</b>
General Fund	\$ -	-	-	-
Water Fund	-	-	-	-
Sewer Fund	-	-	-	-
Gas Tax Fund	-	-	-	-
NPDES Storm Drainage Fund	-	-	-	-
Internal Service Fund	-	-	-	-
Grants	40,867	43,457	35,565	40,118
<b>Total Funding Sources</b>	<b>\$ 40,867</b>	<b>43,457</b>	<b>35,565</b>	<b>40,118</b>

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

<b>Account Number</b>	<b>Account Description</b>	<b>FY 2013 Actual</b>	<b>FY 2014 Amended Budget</b>	<b>FY 2014 Estimated Year-End Total</b>	<b>FY 2015 Budget Request</b>
<b><u>Salaries and Benefits</u></b>					
30106	Salaries, Part Time (32 hour)	\$ 2,559	3,012	3,101	3,180
30200	PERS Retirement	220	241	800	821
30205	Employee Group Insurance	-	-	-	405
30220	FICA/Medicare Insurance	37	44	45	46
30235	Deferred Compensation	38	75	-	-
	<b>Subtotal - Salaries and Benefits</b>	<b>2,854</b>	<b>3,372</b>	<b>3,946</b>	<b>4,452</b>
<b><u>Maintenance and Rentals</u></b>					
32400	Trail Maintenance	4,627	7,092	6,950	7,000
	<b>Subtotal - Maintenance &amp; Rentals</b>	<b>4,627</b>	<b>7,092</b>	<b>6,950</b>	<b>7,000</b>
<b><u>Operations and Utilities</u></b>					
33100-10	Water Charges	9,521	8,925	8,500	9,000
33100-20	Electricity Charges	-	420	-	-
33100-30	Telephone Charges	61	70	57	70
	<b>Subtotal - Operations &amp; Utilities</b>	<b>9,582</b>	<b>9,415</b>	<b>8,557</b>	<b>9,070</b>
<b><u>Contractual and Professional Services</u></b>					
34100-10	Landscape Maintenance	14,688	15,473	10,800	11,500
34105	Other Professional Services	773	2,500	2,370	2,500
	<b>Subtotal - Contractual &amp; Professional</b>	<b>15,461</b>	<b>17,973</b>	<b>13,170</b>	<b>14,000</b>
<b><u>Miscellaneous</u></b>					
35150	Administrative Overhead	8,214	2,813	2,813	2,813
35210	Administration Fees-Property Taxes	129	139	129	130
35511	Incidentals	-	191	-	191
35512	Operating Contingency	-	2,462	-	2,462
	<b>Subtotal - Miscellaneous</b>	<b>8,343</b>	<b>5,605</b>	<b>2,942</b>	<b>5,596</b>
	<b>Total Expenditures</b>	<b>\$ 40,867</b>	<b>43,457</b>	<b>35,565</b>	<b>40,118</b>

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

<b>Expenditures:</b>	<b>FY 2013 Actual</b>	<b>FY 2014 Amended Budget</b>	<b>FY 2014 Estimated Year-End Total</b>	<b>FY 2015 Budget Request</b>
Salaries and Benefits	\$ 19,028	22,478	26,309	35,079
Employee Related Expenditures	-	-	-	-
Supplies and Services	-	-	-	-
Maintenance and Rentals	58,384	94,584	-	-
Operations and Utilities	239,723	233,736	-	-
Contractual and Professional Services	239,930	237,535	-	-
Miscellaneous	61,185	69,731	-	-
CRA Programs	-	-	-	-
Internal Service Fund Charges	-	-	-	-
Capital Outlay	218,436	75,000	-	-
Transfers	-	-	-	-
<b>Total Expenditures</b>	<b>\$ 836,686</b>	<b>733,064</b>	<b>26,309</b>	<b>35,079</b>

<b>Funding Sources:</b>	<b>FY 2013 Actual</b>	<b>FY 2014 Amended Budget</b>	<b>FY 2014 Estimated Year-End Total</b>	<b>FY 2015 Budget Request</b>
General Fund	\$ -	-	-	-
Water Fund	-	-	-	-
Sewer Fund	-	-	-	-
Gas Tax Fund	-	-	-	-
NPDES Storm Drainage Fund	-	-	-	-
Internal Service Fund	-	-	-	-
Grants	836,686	733,064	26,309	35,079
<b>Total Funding Sources</b>	<b>\$ 836,686</b>	<b>733,064</b>	<b>26,309</b>	<b>35,079</b>

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

<b>Account Number Account Description</b>	<b>FY 2013 Actual</b>	<b>FY 2014 Amended Budget</b>	<b>FY 2014 Estimated Year-End Total</b>	<b>FY 2015 Budget Request</b>
<b><u>Salaries and Benefits</u></b>				
30115 Constant Staffing	\$ 17,057	20,079	20,674	21,200
30200 PERS Retirement	1,468.00	1,606	5,335	5,472
30205 Employee Group Insurance	-	-	-	8,100
30220 FICA/Medicare Insurance	247.00	292	300	307
30235 Deferred Compensation	256.00	501	-	-
<b>Subtotal - Salaries and Benefits</b>	<b>19,028</b>	<b>22,478</b>	<b>26,309</b>	<b>35,079</b>
<b><u>Maintenance and Rentals</u></b>				
32400 Trail Maintenance	58,099.00	89,584	-	-
32405 Tree Replacement	285.00	5,000	-	-
<b>Subtotal - Maintenance &amp; Rentals</b>	<b>58,384</b>	<b>94,584</b>	<b>-</b>	<b>-</b>
<b><u>Operations and Utilities</u></b>				
33100-10 Water Charges	179,220.00	171,569	-	-
33100-20 Electricity Charges	59,306.00	60,928	-	-
33100-30 Telephone Charges	1,197.00	1,239	-	-
<b>Subtotal - Operations &amp; Utilities</b>	<b>239,723</b>	<b>233,736</b>	<b>-</b>	<b>-</b>
<b><u>Contractual and Professional Services</u></b>				
34100-10 Landscape Maintenance	225,220.00	198,980	-	-
34100-20 Natural Open Space	2,986.00	11,000	-	-
34100-30 Wet Lands Area	-	6,030	-	-
34100-40 Park Maintenance	-	9,525	-	-
34105 Other Professional Services	11,724.00	12,000	-	-
<b>Subtotal - Contractual &amp; Professional</b>	<b>239,930</b>	<b>237,535</b>	<b>-</b>	<b>-</b>
<b><u>Miscellaneous</u></b>				
35150 Administrative Overhead	59,033.00	45,000	-	-
35210 Administration Fees-Property Taxes	1,004.00	1,131	-	-
35510 Bad Debt Expense	1,148.00	-	-	-
35511 Incidentals	-	628	-	-
35512 Operating Contingency	-	22,972	-	-
<b>Subtotal - Miscellaneous</b>	<b>61,185</b>	<b>69,731</b>	<b>-</b>	<b>-</b>
<b><u>Capital Outlay</u></b>				
43130 Land Improvements	-	75,000	-	-
43180 Storm Sewer Lines	218,436.00	-	-	-
<b>Subtotal - Capital Outlay</b>	<b>218,436</b>	<b>75,000</b>	<b>-</b>	<b>-</b>
<b>Total Expenditures</b>	<b>\$ 836,686</b>	<b>733,064</b>	<b>26,309</b>	<b>35,079</b>



## **Personnel Authorization**

**CITY OF NORCO  
PERSONNEL AUTHORIZATION  
2004-2005 through 2014-2015**

	2004 - 2005	2005 - 2006	2006 - 2007	2007 - 2008	2008 - 2009	2009 - 2010	2010 - 2011	2011 - 2012	2012 - 2013	2013 - 2014	2014 - 2015
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**CITY COUNCIL & COMMISSIONS**

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

**FULL-TIME POSITIONS**

**ADMINISTRATION**

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

**PLANNING/CODE ENFORCEMENT**

Planning Director							1	1	1	1	1
Planning Manager					1	1	0	0	0	0	0
Senior Planner					1	1	1	1	1	1	1
Executive Secretary					1	1	0	0	0	0	0
<b>Total</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>3</b>	<b>3</b>	<b>2</b>	<b>2</b>	<b>2</b>	<b>2</b>	<b>2</b>

**CITY CLERK** (moved to ADMINISTRATION)

City Clerk	1	1	1	1	1	0	0	0	0	0	0
Deputy City Clerk	1	1	1	0	1	0	0	0	0	0	0
Secretary II	0	0	0	1	0	0	0	0	0	0	0
Clerk Typist	1	1	1	0	0	0	0	0	0	0	0
Administrative Clerk	0	0	0	1	1	0	0	0	0	0	0
<b>Total</b>	<b>3</b>	<b>3</b>	<b>3</b>	<b>3</b>	<b>3</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>

**FISCAL & SUPPORT SERVICES**

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

**CITY OF NORCO  
PERSONNEL AUTHORIZATION  
2004-2005 through 2014-2015**

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

**FISCAL & SUPPORT SERVICES (cont.)**

Human Resource Analyst	1	1	1	1	1	1	1	1	1	1	1
Network Administrator	1	1	0	0	0	0	0	0	0	0	0
Information Technology Manager	0	0	1	1	1	1	1	1	1	1	1
Accountant	1	1	1	1	1	1	1	1	1	1	1
Computer Information Systems Technician	1	1	1	0	0	0	0	0	0	0	1
I.T. Analyst	0	0	0	1	1	1	1	1	1	1	0
Account Clerks	0	0	8	8	8	7	6	6	6	6	6
Account Clerk II	4	4	0	0	0	0	0	0	0	0	0
Account Clerk I	3	3	0	0	0	0	0	0	0	0	0
Office Assistant	1	1	0	0	0	0	0	0	0	0	0
<b>Total</b>	<b>15</b>	<b>15</b>	<b>15</b>	<b>15</b>	<b>15</b>	<b>14</b>	<b>13</b>	<b>13</b>	<b>13</b>	<b>13</b>	<b>13</b>

**PARKS & RECREATION**

Director of Parks, Recreation & Community Services	1	1	1	1	1	1	1	1	1	1	1
Executive Secretary	1	1	1	1	1	1	1	1	1	1	1
Administrative Clerk	1	1	1	1	0	0	0	0	0	0	0
Recreation & Community Services Superintendent	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
Parks & Public Buildings Maintenance Supervisor								1	1	1	1
Recreation & Community Services Supervisor	2	2	2	3	3	1	1	1	1	1	1
Administrative/Facilities Coordinator										1	1
Recreation & Community Services Coordinator	2	2	1	0	0	0	0	0	0	0	0
Lead Worker	0	0	0	0	0	0	1	0	0	0	0
Maintenance Workers	3	3	3	3	2	3	2	1	1	1	1
Maintenance Worker Trainee	0	0	0	1	1	0	0	0	0	0	0
Bus Driver	0	0	1	1	1	1	1	1	1	1	1
Custodian	1	1	0	0	0	0	0	0	0	0	0
<b>Total</b>	<b>13</b>	<b>13</b>	<b>12</b>	<b>13</b>	<b>11</b>	<b>9</b>	<b>8</b>	<b>7</b>	<b>7</b>	<b>8</b>	<b>8</b>

**ECONOMIC DEVELOPMENT**

Director of Economic Development	1	1	1	1	1	1	1	0	0	0	0
Executive Secretary	-	-	-	-	1	1	1	0	0	0	0
Housing Manager	-	-	-	-	1	1	1	1	0	0	0
<b>Total</b>					<b>3</b>	<b>3</b>	<b>3</b>	<b>1</b>	<b>0</b>	<b>0</b>	<b>0</b>

**COMMUNITY DEVELOPMENT** (moved to Public Works)

Director of Community Development	1	1	1	1	1	0	0	0	0	0	0
Director of Economic Development	1	1	1	1	0	0	0	0	0	0	0
Executive Secretary	1	1	1	1	0	0	0	0	0	0	0
Senior Planner	1	1	1	1	0	0	0	0	0	0	0
Associate Planner	1	1	1	1	0	0	0	0	0	0	0
Code Enforcement Officer	1	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
Deputy City Engineer	1	0	0	0	0	0	0	0	0	0	0
Executive Secretary	1	1	0	0	0	0	0	0	0	0	0
Assistant Civil Engineer	1	1	0	0	0	0	0	0	0	0	0
Associate Civil Engineer	0	0	1	1	0	0	0	0	0	0	0
Building Official	1	1	1	1	1	0	0	0	0	0	0

**CITY OF NORCO  
PERSONNEL AUTHORIZATION  
2004-2005 through 2014-2015**

	2004 -	2005 -	2006 -	2007 -	2008-	2009-	2010-	2011-	2012-	2013-	2014-
Position Title	2005	2006	2007	2008	2009	2010	2011	2012	2013	2014	2015
<b><u>COMMUNITY DEVELOPMENT (cont.)</u></b>											
Bldg Ops Support Coord/Senior Permit Tech	1	1	1	0	0	0	0	0	0	0	0
Permit Technician	2	3	3	3	3	0	0	0	0	0	0
Plans Examiner Senior Building Inspector	1	1	1	1	1	0	0	0	0	0	0
Building Inspector	2	3	3	3	1	0	0	0	0	0	0
<b>Total</b>	<b>17</b>	<b>16</b>	<b>15</b>	<b>14</b>	<b>7</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b><u>FIRE DEPARTMENT</u></b>											
Fire Chief	1	1	1	1	1	1	0	0	0	0	0
Executive Secretary	1	1	1	1	0	0	0	0	0	0	0
Account Clerk I	1	0	0	0	0	0	0	0	0	0	0
Code Enforcement Officer	0	1	1	1	0	0	0	0	0	0	0
Fire Prevention Specialist	1	1	1	1	1	1	1	1	1	0	0
Battalion Chief	3	3	3	3	3	2	2	0	0	0	0
Fire Captain	6	6	6	6	6	6	6	6	0	0	0
Fire Engineer	6	6	6	6	6	6	6	6	0	0	0
Firefighter Paramedic	6	10	11	11	11	11	8	6	0	0	0
Firefighter	6	2	1	1	1	1	1	0	0	0	0
<b>Total</b>	<b>31</b>	<b>31</b>	<b>31</b>	<b>31</b>	<b>29</b>	<b>28</b>	<b>24</b>	<b>19</b>	<b>1</b>	<b>0</b>	<b>0</b>
<b><u>ANIMAL CONTROL</u></b>											
Animal Control/Equestrian Services Superintenden	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
Secretary II	1	1	1	1	0	0	0	0	0	0	0
Administrative/Facilities Coordinator	-	-	-	-	1	1	1	1	1	0	0
Kennel Officer	1	1	1	1	1	1	1	0	0	0	0
Senior Animal Control Officer									1	1	1
Animal Control Officer	1	1	2	2	2	2	2	2	1	1	1
<b>Total</b>	<b>5</b>	<b>5</b>	<b>6</b>	<b>6</b>	<b>6</b>	<b>6</b>	<b>6</b>	<b>4</b>	<b>4</b>	<b>3</b>	<b>3</b>
<b><u>SHERIFF</u></b>											
Executive Secretary	1	1	1	1	1	1	1	1	1	1	1
<b>Total</b>	<b>1</b>										
<b><u>PUBLIC WORKS</u></b>											
Director of Public Works	0	1	1	1	1	1	1	1	1	1	1
Deputy Director of Public Works/Senior Engineer									1	0	0
Water and Sewer Utilities Manager										1	0
Associate Civil Engineer											1
Executive Secretary	1	1	1	1	1	1	1	1	1	1	1
Public Works Superintendent	1	0	0	0	0	1	1	1	1	1	1
Public Works Supervisor	1	1	1	1	1	0	0	0	0	0	0
Inspector I	2	2	1	0	0	1	1	1	1	1	1
PW/LMD Inspector Supervisor	0	0	0	1	1	1	0	0	0	0	0
Lead Worker	-	-	-	-	-	1	1	1	1	1	1
Maintenance Workers	5	4	4	6	5	6	8	7	7	5	5
Water Quality Control Technician	2	2	1	1	1	1	1	1	1	1	1
Meter Technician I	1	1	1	1	1	0	0	0	0	0	0
Public Works Trainee	4	5	8	6	6	5	2	3	3	5	5
Senior Engineer	-	-	-	-	1	1	1	1	0	0	0
Permit Technician	-	-	-	-	3	2	1	1	1	1	1
Plans Examiner Senior Building Inspector	-	-	-	-	1	1	0	0	0	0	0
Building Inspector					1	1	1	1	1	1	1
<b>Total</b>	<b>17</b>	<b>17</b>	<b>18</b>	<b>18</b>	<b>23</b>	<b>23</b>	<b>19</b>	<b>19</b>	<b>19</b>	<b>19</b>	<b>19</b>

**CITY OF NORCO  
PERSONNEL AUTHORIZATION  
2004-2005 through 2014-2015**

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

**TOTAL FULL TIME POSITIONS**

**105 104 104 104 103 91 80 69 50 49 49**

**PART-TIME POSITIONS**

**TEMPORARY EMPLOYEES**

**Fire**

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

**32-HOUR PART-TIME EMPLOYEES**

**Community Development**

Assistant Planner	0	0	1	0	0	0	0	0	0	0	0
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**Public Works**

Permit Technician	0	0	0	0	0	0	0	0	0	1	1
Permit Technician	0	0	1	0	0	0	0	0	0	1	0

**Parks & Recreation**

Recreation&Community Services Specialist	3	3	4	3	3	3	2	2	2	0	0
Recreation&Community Services Coordinator								1	1	1	1
Irrigation Technician										1	1
Maintenance Workers	1	1	1	0	0	0	0	0	0	0	0
Volunteer Coordinator	1	1	0	0	0	0	0	0	0	0	0
Aquatic Manager	0	0	0	1	0	0	0	0	0	0	0
Adult & Youth Sport Specialist	0	0	0	1	1	1	1	0	0	0	0

**Animal Control**

Kennel Assistant	1	1	2	2	2	2	2	1	1	1	0
Administrative Clerk								1	1	1	1
Animal Control Officer Trainee	1	1	1	0	0	0	0	1	1	1	1
<b>Total 32-Hour Employees</b>	<b>7</b>	<b>7</b>	<b>10</b>	<b>7</b>	<b>6</b>	<b>6</b>	<b>5</b>	<b>6</b>	<b>6</b>	<b>7</b>	<b>5</b>

**20-HOUR OR LESS PART-TIME**

**City Clerk**

Facilities Maintenance Assistant	0	0	1	1	0	0	0	0	0	0	0
Customer Service Specialist	0	0	0	1	0	0	0	0	0	0	0

**FISCAL & SUPPORT SERVICES**

Account Clerk	0	0	0	0	0	0	1	1	0	2	2
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**Crossing Guards**

Crossing Guard	9	9	10	0	0	0	0	0	0	0	0
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**Parks & Recreation**

Facility Booking Specialist	0	0	2	0	0	0	0	0	0	0	0
Sports Technician/Recreation Specialist									1	1	1
Clerical/Counter Clerk/Recreation Specialist	0	0	0	2	2	2	3	2	3	2	2
Volunteer and Special Events Specialist										1	1
Recreation&Community Services Specialist	-	-	-	-	2	2	2	0	2	2	2
Recreation&Community Services Leader I, II, III	20	20	38	32	32	32	32	32	32	10	10
Recreation&Community Services Aide	10	10	21	31	31	31	31	31	31	20	18
Aquatics Manager	1	1	1	0	1	1	1	1	0	0	0
Pool Maintenance Manager								1	1	0	0
Life Guard III	3	3	3	2	3	3	3	3	0	0	0
Life Guard II	8	8	8	12	15	15	15	15	0	0	0
Life Guard I	8	8	5	6	9	9	9	9	0	0	0

**CITY OF NORCO  
PERSONNEL AUTHORIZATION  
2004-2005 through 2014-2015**

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



**Budget Account  
Descriptions**

**Budget Account Descriptions  
Fiscal year 2014/2015**

<b>Object Code</b>	<b>Description</b>	<b>Purpose</b>
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<b>Salaries and Benefits</b>		
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

<b>Employee Related Expenditures</b>		
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.

<b>Supplies and Services</b>		
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 2014/2015**

<b>Object Code</b>	<b>Description</b>	<b>Purpose</b>
<b>Supplies and Services (Continued)</b>		
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

<b>Maintenance and Rentals</b>		
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

<b>Operations and Utilities</b>		
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 2014/2015**

<b>Object Code</b>	<b>Description</b>	<b>Purpose</b>
<b>Contractual and Professional Services</b>		
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

<b>Miscellaneous</b>		
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 2014/2015**

<b>Object Code</b>	<b>Description</b>	<b>Purpose</b>
<b>Miscellaneous (Continued)</b>		
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

<b>Community Redevelopment Agency Programs</b>		
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

<b>Internal Service Fund Charges</b>		
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

<b>Capital Outlay</b>		
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 2014/2015**

<b>Object Code</b>	<b>Description</b>	<b>Purpose</b>
<b>Capital Outlay (Continued)</b>		
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