

CITY OF SAN BERNARDINO - REQUEST FOR COUNCIL ACTION

From: Barbara Pachon,
Director of Finance

Dept: Finance

Date: July 29, 2003

ORIGINAL

Subject: Resolution approving and adopting the Final Budget for FY 2003-2004 And establishing the City's Appropriation Limit as required by Article XIII B of the California State Constitution.

Synopsis of Previous Council action:

- July 25, 2002 Resolution 2002-175 adopted (approving FY 2002-03 Final Budget and establishing the FY 2002-03 Appropriation Limit).
- June 12, 2003 Council meeting to discuss FY 2003-2004 Budget.
- June 19, 2003 Council meeting to discuss FY 2003-2004 Budget.
- June 26, 2003 Council meeting to discuss FY 2003-2004 Budget.
- June 30, 2003 Resolution 2003-144 approving the continuation of spending for the month of July 2003.
- July 21, 2003 Resolution 2003-208 approving the continuation of spending for the month of August 2003.

Recommended motion:

Adopt Resolution


Signature

Contact person: Barbara Pachon, Director of Finance **Phone :** ext. 5242

Supporting data attached: _____ **Ward:** _____

FUNDING REQUIREMENTS: Amount: Net Cost -0-

Source: (Acct. No.) Various Department Accounts

(Acct. Description)

Finance: _____

Council Notes: _____

Reso 2003-223

Agenda Item No. #30
8/4/03

CITY OF SAN BERNARDINO – REQUEST FOR COUNCIL ACTION

STAFF REPORT

SUBJECT:

Resolution approving and adopting the final budget for Fiscal Year 2003-2004 and establishing the City's Appropriation Limit as required by Article XIII B of the California State Constitution.

BACKGROUND:

General Fund:

This year the City of San Bernardino faced many challenges in balancing the City's budget. The initial preliminary FY 2003-2004 General Fund projections prepared by the Finance Department indicated the City would have a shortfall in FY 2003-2004 of approximately \$7.4 million. There were several major factors that contributed to this projected shortfall, which included increased Safety PERS rates, and the State Budget crisis.

Several brainstorming meetings were held to discuss budget savings options and as a result of these pro-active measures the City was able to realize over \$3 million dollars of budget savings. In the City's Preliminary Budget document the General Fund shortfall was reduced to \$4,049,400. This shortfall assumed the budget reserve remained at the same funded level of \$6,761,700. Throughout the month of June the Mayor and Council held several budget meetings to discuss various options for balancing the City's budget. In addition, Council members held various Town Meetings out in the community to not only inform the public of the budget situation but to also obtain ideas for solving the budget shortfall.

As a result of the last two months of work on the budget, the City has been able to eliminate the \$4,049,400 shortfall and have an excess of \$698,500 to be used to off set some of the reductions from the State that will be coming. The City was able to accomplish this by being more aggressive and optimistic on the revenue projections for both FY 2002-2003 and FY 2003-2004 at the request of the Mayor, generate additional expenditure savings in FY 2002-2003 as a result of efficiency improvements, adjust various City fees, and implement various other budget reductions/revenue enhancements. Below is a brief summary of how the General Fund budget is proposed to be balanced:

Preliminary Budget Projected Shortfall	\$ (4,049,400)
Additional FY 2002-2003 Revenues from 6/25/03	288,800
Additional FY 2003-2004 Revenues from 6/25/03	<u>297,500</u>
Revised Shortfall	\$ (3,463,100)
Additional revenues from FY 2002-2003	686,500
Additional revenues for FY 2003-2004	396,000
Additional FY 2002-2003 expenditure savings	1,100,00
Various reductions/revenue enhancements	<u>1,979,100</u>
Total	\$ 698,500

The additional revenues from FY 2002-2003 and increased revenues for FY 2003-2004 were provided to the Mayor and Council in a memo dated July 28, 2003 from the Director of Finance. The revenue adjustments for FY 2003-2004 are considered more on the optimistic side but are obtainable if the assumptions outlined in the July 28th memo occur. The additional expenditure savings from FY 2002-2003 are from a couple of Departments who generated more savings than originally anticipated as a result of additional vacant positions, positions not being filled as fast as anticipated, and reductions in overtime spending. The various proposed fee adjustments were provided to the Mayor and Council on the July 21st Council Meeting (Item #9) and the various other reduction/revenue enhancements are listed in the spreadsheet provided to the Mayor and Council on July 31st from the City Administrator.

Capital Projects:

Appropriations for capital project expenditures have not been included as part of the FY 2003-2004 Final Budget. Within the next few weeks, The Development Services Department will be bringing for approval to the Mayor and Council the 5-year CIP. At the same time that the 5 -year CIP is presented to the Mayor and Council for approval, there will also be a concurrent motion to amend the FY 2003-2004 Adopted Budget to appropriate the funds for the projects that are approved as part of the 5-year CIP.

Other Funds:

All other budgeted City funds are also included in this final adoption of the budget for FY 2003-2004. These funds were included in the Preliminary Budget document. There have not been any major changes to these funds from the Preliminary Budget but there have been minor adjustments for things like fee changes, electric cost changes, etc. To more accurately reflect the operational expenditures of Departments, changes were made to the way Workers Compensation, Liability, and Debt Service payments are budgeted in both the General Fund and other Funds. None of these changes impact any of the monies available for program operation or alter (increase or decrease) a Funds financial position.

FINANCIAL IMPACT:

Total General Fund revenues, transfers-in and beginning fund balance are budgeted at \$116,651,300 for FY 2003-2004. Total expenditures and transfers-out total \$109,191,100, leaving a projected General Fund Budgeted Reserve of \$6,761,700 and \$698,500 fund balance designated to help offset the State budget reductions once they have been fully worked out.

From what the City has learned to date the State will not be paying the City its full VLF revenue budgeted for FY 2003-2004. The estimated amount that will not be paid is about \$2.2 million and will be a loan to the State that will be paid back to Cities in FY 2005-2006. Since the City will not actually be paid the \$2.2 million these funds probably can not be included in the Budget Reserve as they are now and will have to be removed and set aside in a separate reserve to be used after the funds are actually paid by the State. It appears that the booking fee reimbursement was reinstated back into the State budget. Once this is confirmed this revenue (about \$689,000) along with the \$698,500 discussed above can be used to reduce the impact of the VLF loan to the State on the City's Budget Reserve as well as off set some of the loss in revenue that it appears some Police Grants will have. Once all the details and final dollar amounts have been worked out, a report will be made back to the Mayor and Council.

RECOMMENDATION:

Adopt Resolution.

Replacement Page, Revised 8/4/03

Agenda Item 30

COPY

Resolution No. _____

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RESOLUTION OF THE MAYOR AND COMMON COUNCIL APPROVING AND ADOPTING THE CITY OF SAN BERNARDINO'S FINAL BUDGET FOR FISCAL YEAR 2003-2004 AND ESTABLISHING THE CITY'S APPROPRIATION LIMIT AS REQUIRED BY ARTICLE XIII B OF THE CALIFORNIA STATE CONSTITUTION.

WHEREAS, the Preliminary Annual Budget of the City of San Bernardino for Fiscal Year 2003-2004 as amended and conditioned by orders of the Mayor and Common Council is attached to and incorporated herein as Exhibits A and B, and Schedules 1 through 13; and

WHEREAS, Article XIII B of the Constitution of the State of California as proposed by the Initiative Measure approved by the people at the special statewide election held on November 6, 1979, provides that the total annual appropriations subject to limitation of each local government shall not exceed the appropriations limit of such entity for the prior year adjusted for changes in the cost of living and population except as otherwise specifically provided for said Article; and

WHEREAS, Section 7910 of the Government Code provides that each year the governing body of each local jurisdiction shall, by resolution, establish its appropriations limit for the following fiscal year pursuant to Article XIII B at a regularly scheduled meeting or a noticed special meeting and that fifteen days prior to such meeting, documentation used in the determination of the appropriations limit shall be available to the public; and

WHEREAS, the City Council of the City of San Bernardino wishes to establish the appropriations limit for fiscal year 2003/2004 for the City of San Bernardino.

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RESOLUTION OF THE MAYOR AND COMMON COUNCIL APPROVING AND ADOPTING THE CITY OF SAN BERNARDINO'S FINAL BUDGET FOR FISCAL YEAR 2003-2004 AND ESTABLISHING THE CITY'S APPROPRIATION LIMIT AS REQUIRED BY ARTICLE XIII B OF THE CALIFORNIA STATE CONSTITUTION.

BE IT RESOLVED BY THE MAYOR AND COMMON COUNCIL OF THE CITY OF SAN BERNARDINO AS FOLLOWS:

SECTION 1. That certain document entitled "2003-2004 Preliminary Annual Budget" as amended and conditioned by orders of the Mayor and Common Council, as attached hereto and incorporated herein as Exhibits A and B, and Schedules 1-13; is hereby approved and adopted as the 2003-2004 Budget of the City of San Bernardino.

SECTION 2. That Position Control Resolution 97-244 be updated to reflect the changes in authorized positions that were incorporated in the FY 2003-2004 Preliminary Budget or were authorized by orders of the Mayor and Common Council during budget deliberations.

SECTION 3. That Salary Resolution 6413 be updated to reflect the changes in authorized salary ranges that were incorporated in the FY 2003-2004 Preliminary Budget or were authorized by orders of the Mayor and Common Council during budget deliberations.

SECTION 4. That it is hereby found and determined that the documentation used in the determination of the appropriations limit for the City of San Bernardino for fiscal year 2003-2004 was available to the public in the Finance Department of said City at least fifteen days prior to this date.

SECTION 5. That the Appropriations limit for the City of San Bernardino as established in accordance with Article XIII B of the Constitution of the State of California is \$198,378,712.

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1 **RESOLUTION OF THE MAYOR AND COMMON COUNCIL APPROVING AND**
2 **ADOPTING THE CITY OF SAN BERNARDINO'S FINAL BUDGET FOR FISCAL YEAR**
3 **2003-2004 AND ESTABLISHING THE CITY'S APPROPRIATION LIMIT AS REQUIRED**
4 **BY ARTICLE XIII B OF THE CALIFORNIA STATE CONSTITUTION.**

5 I HEREBY CERTIFY that the foregoing Resolution was duly adopted by the Mayor and
6 Common Council of the City of San Bernardino at a _____ meeting thereof, held
7 on the _____ day of _____, 2003, by the following vote, to wit:

<u>COUNCIL MEMBERS:</u>	<u>AYES</u>	<u>NAYS</u>	<u>ABSTAIN</u>	<u>ABSENT</u>
8 ESTRADA	_____	_____	_____	_____
9 LONGVILLE	_____	_____	_____	_____
10 MCGINNIS	_____	_____	_____	_____
11 DERRY	_____	_____	_____	_____
12 SUAREZ	_____	_____	_____	_____
13 ANDERSON	_____	_____	_____	_____
14 MCCAMMACK	_____	_____	_____	_____

15 _____
16 CITY CLERK

17 The foregoing Resolution is hereby approved this _____ day of _____, 2003.

18 _____
19 JUDITH VALLES, Mayor
20 City of San Bernardino

21 Approved as to form and
22 legal content:

23 _____
24 *James F. Penman*
25 By: JAMES F. PENMAN, City Attorney
26 _____

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**CITY OF SAN BERNARDINO
FY 2003-2004 SUMMARY OF REVENUES, EXPENDITURES, AND TRANSFERS**

FUND / TITLE	ESTIMATED BALANCE 7-1-03	ADDITIONS		TOTAL AVAILABLE	DEDUCTIONS		TOTAL DEDUCT	ESTIMATED BALANCE 6-30-04
		REVENUES	TRANSFER		EXPENSES	TRANSFER		
001 GENERAL FUND *	11,822,600	97,212,000	7,616,700	116,651,300	105,747,400	3,443,700	109,191,100	7,460,200
*General Fund estimated balance at 6/30/04 includes the budget reserve of \$6,761,700								
SPECIAL REVENUE FUNDS:								
105 LIBRARY	0	197,500	2,197,800	2,395,300	2,395,300	0	2,395,300	0
106 CEMETERY	0	187,000	48,500	235,500	235,500	0	235,500	0
107 CATV	0	75,000	463,400	538,400	538,400	0	538,400	0
108 ASSET FORFEITURE	797,800	410,000	0	1,207,800	711,800	0	711,800	496,000
111 AIR QUALITY-AB 2766	176,400	229,100	0	405,500	106,200	181,500	287,700	117,800
124 ANIMAL CONTROL	0	1,184,600	386,000	1,570,600	1,570,600	0	1,570,600	0
132 SEWER LINE MAINT	2,578,900	1,386,000	0	3,964,900	1,742,400	150,000	1,892,400	2,072,500
133 BASEBALL STADIUM	0	140,000	245,900	385,900	385,900	0	385,900	0
134 SOCCER FIELD COMPLEX	1,200	375,500	0	376,700	364,100	0	364,100	12,600
TOTAL SPECIAL REVENUES	3,554,300	4,184,700	3,341,600	11,080,600	8,050,200	331,500	8,381,700	2,698,900
CAPITAL PROJECT FUNDS:								
122 ARTICLE 8 - LTF	0	0	0	0	0	0	0	0
126 SPECIAL GAS TAX	1,869,200	3,480,000	0	5,349,200	0	2,810,000	2,810,000	2,539,200
128 TRAFFIC SAFETY	0	650,000	0	650,000	0	650,000	650,000	0
129 1/2 CENT SALES & RD TAX	3,967,700	3,342,700	0	7,310,400	0	215,000	215,000	7,095,400
135 AB2928 TRAFFIC CONGESTION	214,800	360,000	0	574,800	0	0	0	574,800
241 PUBLIC PARK EXTENSION	0	0	37,100	37,100	0	0	0	37,100
242 STREET CONSTRUCTION	(2,130,900)	7,211,500	0	5,080,600	0	0	0	5,080,600
243 PARK CONSTRUCTION	1,030,800	3,121,500	0	4,152,300	0	0	0	4,152,300
244 CEMETERY CONSTR	22,800	4,700	0	27,500	0	0	0	27,500
245 SEWER LINE CONSTR	5,308,600	473,000	0	5,781,600	0	100,000	100,000	5,681,600
246 INDIAN IMPROVEMENT	571,600	0	0	571,600	0	0	0	571,600
247 CULTURAL DEVELOPMENT	0	304,000	0	304,000	0	304,000	304,000	0
248 STORM DRAIN CONSTR	1,987,000	810,000	0	2,797,000	0	100,000	100,000	2,697,000
250 TRAFFIC SYSTEM CONSTR	805,900	453,600	0	1,259,500	0	25,000	25,000	1,234,500
TOTAL CAPITAL PROJECTS	13,647,500	20,211,000	37,100	33,895,600	0	4,204,000	4,204,000	29,691,600
ASSESSMENT DISTRICT FUNDS:								
109 PARKING & BUSINESS IMPR	0	0	0	0	0	0	0	0
110 PARKING DISTRICT	0	0	0	0	0	0	0	0
251 OTHER ASSESMENT DISTR.	(1,883,700)	51,200	0	(1,832,500)	51,200	0	51,200	(1,883,700)
254 LANDSCAPE DISTRICTS	1,248,500	529,800	0	1,778,300	0	0	0	1,778,300
257 CITY WIDE AD 994	0	0	0	0	0	0	0	0
TOTAL ASSESSMENT DISTRICT	(635,200)	581,000	0	(54,200)	51,200	0	51,200	(105,400)
DEBT SERVICE FUNDS:								
305 AD 985 INDUSTRIAL PKWY	120,200	62,100	0	182,300	62,100	0	62,100	120,200
306 AD 987 VERDEMONT AREA	88,000	57,100	0	145,100	56,800	0	56,800	88,300
308 AD 987 VERDEMONT/IMPRV.LN	100	115,300	0	115,400	115,300	0	115,300	100
333 AD 5861 ORANGEWOOD EST.	0	0	0	0	0	0	0	0
356 AD 356 NEW PINE AVE	(568,400)	63,200	0	(505,200)	39,800	0	39,800	(545,000)
TOTAL DEBT SERVICE FUNDS	(360,100)	297,700	0	(62,400)	274,000	0	274,000	(336,400)
ENTERPRISE FUNDS:								
501 EMS	0	0	0	0	0	0	0	0
527 REFUSE	1,250,000	18,482,000	65,000	19,797,000	16,893,200	2,381,200	19,274,400	522,600
TOTAL ENTERPRISE FUNDS	1,250,000	18,482,000	65,000	19,797,000	16,893,200	2,381,200	19,274,400	522,600
INTERNAL SERVICE FUNDS:								
621 CENTRAL SERVICES FUND	0	325,900	0	325,900	325,900	0	325,900	0
629 LIABILITY INSURANCE	(3,632,400)	2,660,600	0	(971,800)	2,447,600	0	2,447,600	(3,419,400)
630 TELEPHONE SUPPORT	489,700	795,100	0	1,284,800	795,100	400,000	1,195,100	89,700
631 UTILITY FUND	(611,200)	4,420,500	0	3,809,300	4,345,500	0	4,345,500	(536,200)
635 FLEET SERVICES	379,800	5,155,700	0	5,535,500	5,155,700	300,000	5,455,700	79,800
678 WORKER'S COMP	(7,840,300)	3,955,600	0	(3,884,700)	3,955,600	0	3,955,600	(7,840,300)
679 MANAGMT INFO SYSTEM	307,500	3,619,200	0	3,926,700	3,696,900	0	3,696,900	229,800
TOTAL INTERNAL SERVICE	(10,906,900)	20,932,600	0	10,025,700	20,722,300	700,000	21,422,300	(11,396,600)
TOTAL ALL FUNDS	18,372,200	161,901,000	11,060,400	191,333,600	151,738,300	11,060,400	162,798,700	28,534,900

CITY OF SAN BERNARDINO
ESTIMATED REVENUES AND EXPENDITURES
FISCAL YEAR 2003-2004
GENERAL FUND

	APPROVED FY 03-04
ESTIMATED REVENUE	
Property Taxes	\$ 7,955,000
Other Taxes	57,349,300
Licenses & Permits	6,713,500
Fines and Penalties	1,046,000
Use of Money & Property	1,598,400
Intergovernmental	15,102,200
Charges for Services	3,737,800
Miscellaneous	3,709,800
Total Estimated Revenues	\$ 97,212,000
Total Transfers In	\$ 7,616,700
TOTAL ESTIMATED FUNDS AVAILABLE	\$ 104,828,700

ESTIMATED EXPENDITURES	
Mayor	\$ 1,075,000
Common Council	424,300
City Clerk	1,189,500
City Treasurer	136,100
City Attorney	2,340,900
Code Compliance	2,873,600
General Government	9,534,200
City Administrator	547,600
Civil Service	227,000
Human Resource	362,700
Finance	1,187,900
Development Services	7,329,100
Fire	23,026,300
Police	44,003,700
Facilities Management	3,711,100
Parks, Recreation, & Comm Service	5,279,300
Public Services	2,999,100
Total Estimated Expenditures	\$ 106,247,400
Total Estimated Expenditure Savings	\$ (500,000)
Total Transfers Out	\$ 3,443,700
TOTAL ESTIMATED DEDUCTIONS	\$ 109,191,100

EXCESS (DEFICIENCY) AVAILABLE OVER DEDUCTIONS	\$ (4,362,400)
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ESTIMATED BEGINNING FUND BALANCE	\$ 11,822,600
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ESTIMATED ENDING FUND BALANCE	\$ 7,460,200
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BUDGETED RESERVE *	\$ 6,761,700
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BUDGET EXCESS / (DEFICIENCY) **	\$ 698,500
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* The budget reserve is made up of \$2,500,000 from FY 98-99; \$1,627,400 from FY 99-00; \$2,831,600 from FY 00-01 and \$2,870,900 from FY 01-02. Used (\$3,068,200) of the reserve in FY 02-03.

**The budget excess shown here will be used to help offset the impacts of the State budget reductions which the details are still being worked out. Any additional funds needed will have to come from the budget reserve which could be as much as \$2 million due to the VLF loan to the State.

**CITY OF SAN BERNARDINO
GENERAL FUND REVENUE REPORT
FISCAL YEAR 2003-2004**

DESCRIPTION	ACTUAL 1999-2000	ACTUAL 2000-2001	ACTUAL 2001-2002	ESTIMATE 2002-2003	APPROVED 2003-2004
PROPERTY TAXES					
4001 Current Secured	6,189,823	6,334,722	6,536,223	6,675,000	6,800,000
4002 Current Unsecured	416,816	372,253	390,014	391,000	390,000
4003 Prior Taxes	397,955	358,346	353,987	360,000	370,000
4006 Supplemental	107,374	166,892	268,031	280,000	285,000
4005 Other	103,443	110,638	110,664	106,000	110,000
Total Taxes	7,215,411	7,342,851	7,658,919	7,812,000	7,955,000

OTHER TAXES					
4221 Sales Tax	24,750,545	26,832,389	27,102,137	29,894,400	31,400,000
4224 Utility User Tax	15,347,578	17,581,140	19,442,681	20,129,200	19,330,000
4201/14 Franchise Tax	2,027,707	2,091,595	2,591,949	2,237,900	2,631,300
4222 Transient Occupancy	1,954,536	2,272,819	2,439,186	2,548,000	2,625,000
4223 Prop. Transfer Tax	315,131	319,373	349,621	500,000	425,000
4225 Sales Tax Public Safety	543,494	604,185	593,361	625,000	650,000
4215 Tow Franchise	304,120	287,857	288,000	280,000	288,000
Total Taxes	45,243,111	49,989,358	52,806,935	56,214,500	57,349,300

LICENSES AND PERMITS					
4301 Business Registration	4,160,764	4,060,375	4,288,966	4,625,000	4,780,000
4330 Building Permits	381,436	477,053	519,500	634,500	630,600
4331 Mechanical Permits	211,276	201,418	220,555	240,000	240,000
4362 On Site Inspection Fees	143,672	198,736	233,649	321,300	300,000
4363 On Site Plan Check	63,783	111,683	119,011	87,000	80,000
4361 Construction Permits	37,571	71,384	159,263	101,000	120,000
4342 EMS Membership	23,104	21,593	19,220	18,500	18,500
4336 Fire Code Permits	164,757	169,282	256,345	234,600	247,600
4337 Fire Plan Check	28,329	113,315	100,538	124,900	120,000
4351 Street Cut Permits	11,073	12,966	8,422	17,000	60,200
4333 Mobile Home Park Permit	28,205	28,076	28,624	33,000	32,000
4352 Misc Licenses & Permits	29,312	52,011	36,384	54,600	50,000
4303 Misc City Clerk Permits	25,914	9,419	7,932	8,000	7,000
4304 Misc Planning Permits	23,115	20,128	23,329	20,000	21,500
4360 Grading Permits	2,710	5,352	6,101	5,100	6,100
Total License & Permit	5,335,021	5,552,791	6,027,839	6,524,500	6,713,500

FINES AND PENALTIES					
4420 Parking Citations	434,930	729,974	596,172	780,000	902,000
4410 General Fines	132,343	113,910	138,052	136,000	140,000
4450 Fire Citations	794	2,621	1,475	400	1,000
4421 Vehicle Abatement Fines	2,215	1,656	1,641	3,000	3,000
Total Fines/Penalties	570,282	848,161	737,340	919,400	1,046,000

USE OF MONEY AND PROPERTY					
4505 Interest Earnings	853,477	1,605,411	1,126,289	650,000	650,000
4520 Land & Building Rental	300,545	324,382	354,186	404,100	400,000
4530 Parking Rental Fee	56,625	40,110	37,632	45,100	40,000
4922-26 Sale of Property	138,503	83,473	60,975	66,500	460,400
4540 Vending Machine Commission	9,850	8,385	44,948	48,000	48,000
Total Money & Property	1,359,000	2,061,761	1,624,030	1,213,700	1,598,400

**CITY OF SAN BERNARDINO
GENERAL FUND REVENUE REPORT
FISCAL YEAR 2003-2004**

DESCRIPTION	ACTUAL 1999-2000	ACTUAL 2000-2001	ACTUAL 2001-2002	ESTIMATE 2002-2003	APPROVED 2003-2004
INTERGOVERNMENTAL					
4603 Motor Vehicle In Lieu	8,980,522	9,908,062	10,625,365	10,890,500	11,850,000
4621 Booking Fee Subvention	689,066	689,066	689,066	689,100	0
4622 ERAF Subvention	461,861	608,587	0	0	0
4670 CDBG Reimbursement	2,097,882	2,584,232	2,291,067	2,103,800	2,403,800
4670 20% Reimbursement	42,800	84,100	40,800	177,800	40,800
4670 Tax Increment Reimbursement	268,257	74,900	12,300	12,300	12,300
4606 Homeowner's Exemption	159,565	152,700	102,721	155,500	155,500
4616 POST	135,206	235,319	257,607	162,900	185,000
4625 State-Mandated Costs	405,381	429,884	191,958	0	0
4673 Water Reimbursement	196,145	197,681	207,889	166,300	215,000
4671 SBIAA Reimbursement	106,064	106,055	111,322	120,000	120,000
4615 Disaster Prep. Program	21,350	20,662	3,403	42,600	14,800
4607 Off-Highway Vehicle Tax	3,634	3,969	4,916	5,000	5,000
4619 Mutual Aid/Disaster Reimb.	180,220	53,179	153,020	260,000	100,000
Total Intergovernmental	13,747,953	15,148,396	14,691,434	14,785,800	15,102,200

DESCRIPTION	ACTUAL 1999-2000	ACTUAL 2000-2001	ACTUAL 2001-2002	ESTIMATE 2002-2003	APPROVED 2003-2004
CHARGES FOR SERVICE					
4731 Plan Check Fee	206,231	192,596	258,126	309,200	295,900
4880 EMS User Fee	627,649	641,277	626,125	527,200	530,000
4798 Storm Drain Utility Fee	245,964	247,757	289,827	250,000	250,000
4815 Weed Abatement	238,511	247,861	209,782	340,000	300,000
4733 Building Demolition	577,621	298,410	381,954	650,000	400,000
4747 False Alarm Fee	86,040	93,552	76,532	66,300	65,000
4714 Planning Develop Project	93,330	98,049	121,884	595,000	136,900
4305 Annual Alarm Permits	217,480	213,828	216,158	228,000	225,000
4743 Towing Release Fee	157,395	129,669	99,420	111,000	110,000
4766 Building Permit Review	1,826	2,688	3,741	3,000	3,500
4719 HUD Building Inspection	24,737	21,829	0	0	0
4720 Plan Review Fee	50,966	65,850	57,242	102,600	95,000
4782 Off Site Inspection Fees	36,189	106,078	72,040	118,000	85,000
4785 Non Subdivision Str Imp	9,309	18,392	2,081	500	500
4711 Subdivision	40,042	50,879	19,585	90,000	98,500
4718 Environmental	7,943	11,866	8,149	10,000	10,000
4735 Release Notice of Pendency	24,536	24,860	22,185	18,000	20,000
4863 Class Registration Fee	13,003	12,281	12,180	10,500	39,100
4780 Misc Develop Servs Charges	16,596	23,314	33,142	14,500	20,000
4862 Park Energy Fee	14,158	11,211	8,323	15,000	15,000
4707 Passport Fees	65,974	69,106	58,684	92,000	95,000
4702 County Contract	250,000	250,216	250,000	250,000	250,000
4864 Swimming Pool Fee	57,326	60,106	54,047	57,000	89,700
4861 Progrm/Facility Use Fee	22,592	18,531	21,078	31,000	49,600
4865 Non-Resident Fees	3,343	4,230	3,786	2,500	2,500
4710 Misc Planning/Building	38,556	42,784	26,304	62,000	60,000
4790-6 Signal Maint/Energy	18,777	28,889	86,355	24,400	25,000
4802 Str Light Energy Fee	6,146	8,510	24,113	18,000	20,000
4701 Election Filing Fee	6,972	159	3,250	200	5,000
4810 Misc. Development Services	6,751	6,746	9,753	9,000	9,000
4705 Utility Collection Fee	56,106	20,211	74,719	86,700	87,000
4881 Paramedic Reimb Contract	35,354	72,775	194,647	259,000	259,000
4789 DS Records Archival Fee	0	0	0	0	13,200
4751 Fire Apartment Inspections	0	0	0	0	60,000
4752 Fire Wildland Inspections	0	0	0	0	13,400
Total Charges	3,257,423	3,094,510	3,325,218	4,350,600	3,737,800

**CITY OF SAN BERNARDINO
GENERAL FUND REVENUE REPORT
FISCAL YEAR 2003-2004**

DESCRIPTION	ACTUAL 1999-2000	ACTUAL 2000-2001	ACTUAL 2001-2002	ESTIMATE 2002-2003	APPROVED 2003-2004
MISCELLANEOUS					
4906 Water Fund Contr.	1,581,166	1,733,392	1,835,252	1,905,000	1,905,000
4910 Admin Service Charge	404,400	373,993	372,800	344,800	344,800
4901 Misc. Other Revenue	418,775	68,387	39,920	266,900	300,000
4912 Off Track Betting	157,493	182,050	137,370	168,700	160,000
4741 Sale of Photos /Reports	90,580	104,867	111,266	132,000	149,500
4740-5 Police Misc. Receipts	772,805	721,585	773,295	756,900	757,000
4746 Property Auction	7,592	0	3,183	6,000	6,000
4911 Restitutions	7,597	7,270	26,607	25,500	25,500
4905 Litigation Settlement	49,286	166,791	45,365	0	0
4904 Drunk Driver Reimburmt.	5,086	5,084	2,832	1,000	1,000
4928 Booking Fee Reimburmt.	16,843	16,797	15,605	17,000	16,000
4750 Investigation Fee	11,955	10,236	15,495	13,000	13,000
4924 Damage Clain Recovery	73,606	28,024	40,062	22,000	32,000
Total Miscellaneous	3,597,184	3,418,476	3,419,052	3,658,800	3,709,800
TOTAL GENERAL FUND	80,325,385	87,456,304	90,290,767	95,479,300	97,212,000

**CITY OF SAN BERNARDINO
OTHER FUNDS REVENUE REPORT
FISCAL YEAR 2003 - 2004**

DESCRIPTION	ACTUAL 1999-00	ACTUAL 2000-01	ACTUAL 2001-02	ESTIMATED 2002-03	PROPOSED 2003-04
105 LIBRARY FUND					
4618 State Aid-Libraries	311,681	308,902	289,523	170,900	100,000
4850 Miscellaneous Receipts	13,834	12,549	13,411	14,500	29,500
4851 Library Fines	60,186	63,278	72,206	68,000	68,000
Total Library Fund	385,701	384,729	375,140	253,400	197,500
106 CEMETERY FUND					
4505 Interest on Idle Cash	25,635	28,502	26,394	25,000	25,000
4775 Cemetery Burial Fee	64,917	59,871	66,513	65,000	65,000
4776 Sale of Vases	2,228	1,415	1,586	2,000	2,000
4777 Sale Concrete Boxes	28,907	27,464	30,069	30,000	30,000
4778 Sale Cemetery Plots	51,334	49,340	67,001	65,000	65,000
4901 Misc. Receipts	0	2,000	2,000	0	0
Total Cemetery Fund	173,021	168,592	193,563	187,000	187,000
107 CABLE TV FUND					
4922 Sale of Equipment/Services	127,170	121,933	98,211	83,000	75,000
Total Cable TV Fund	127,170	121,933	98,211	83,000	75,000
108 ASSET FORFEITURE FUND					
4505 Interest on Idle Cash	11,704	31,314	30,451	40,000	20,000
4672 Asset Forfeiture Federal DOJ	10,741	7,639	155,549	37,500	40,000
4927 Asset Forfeiture	213,494	297,615	311,346	750,000	300,000
4929 Asset Forfeiture-Drug/Gang	35,089	50,354	52,604	145,000	50,000
Total Asset Forfeiture Fund	271,028	386,922	549,950	972,500	410,000
109 PARKING/BUSINESS IMPROVMT FD					
4302 Parking/Business Improvement	138,836	131,284	33,177	0	0
4505 Interest on Idle Cash	971	819	339	0	0
Total Parking/Business Fund	139,807	132,103	33,516	0	0
110 PARKING DISTRICT FUND					
4010 Special Assessment-Land	72,344	75,382	45,351	0	0
4011 Special Assessment-Phase II	3,598	20	0	0	0
4505 Interest on Idle Cash	448	25,113	(225)	0	0
4530 Rental Fee-Parking	2,407	2,244	10,753	0	0
4670 Economic Development Reimb.	145,094	0	0	0	0
Total Parking District Fund	223,891	102,759	55,879	0	0
111 AIR QUALITY-AB 2766 FUND					
4505 Interest on Idle Cash	7,524	7,497	6,142	6,100	6,100
4626 Rideshare Reimbursement	207,167	209,297	216,394	220,000	220,000
4901 Misc. Receipts	0	812	1,138	0	0
4906 Water Department	7,606	3,000	3,000	3,000	3,000
Total Transportation Fund	222,297	220,606	226,674	229,100	229,100
122 ARTICLE 8 - LTF	0	0	0	0	0
124 ANIMAL CONTROL FUND					
4320 Animal License	194,601	208,274	331,662	300,200	346,800
4352 Misc. License & Permits	1,960	1,456	1,836	5,000	5,000
4410 General Fines	11,999	10,144	47,759	48,000	48,000
4430 Animal License Penalty	35,208	51,114	63,067	40,000	40,000
4756 Animal Adoption Fee	20,114	22,920	28,515	30,000	30,000
4757 Contractee Shelter Fee	482,891	512,511	606,237	650,000	650,000
4758 Livestock Fee	270	0	140	300	800

**CITY OF SAN BERNARDINO
OTHER FUNDS REVENUE REPORT
FISCAL YEAR 2003 - 2004**

DESCRIPTION	ACTUAL 1999-00	ACTUAL 2000-01	ACTUAL 2001-02	ESTIMATED 2002-03	PROPOSED 2003-04
4759 Apprehension Fee	12,908	17,670	17,770	20,000	20,000
4760 Board Fee	8,698	15,437	15,028	15,000	15,000
4761 Field Service Fee	1,471	2,076	1,378	2,000	2,000
4763 Owner Release Fee	33,289	32,423	31,861	30,000	10,500
4764 Vaccination Fee	11,319	13,249	13,083	15,000	15,000
4901 Miscellaneous Receipts	16,063	78,369	1,853	1,500	1,500
Total Animal Control Fund	830,791	965,643	1,160,189	1,157,000	1,184,600

126 SPECIAL GAS TAX FUND					
4505 Interest on Idle Cash	20,899	53,285	50,079	40,000	40,000
4610 State Aid-2106	712,319	664,747	723,572	730,000	730,000
4611 State Aid-2107	1,508,824	1,389,782	1,569,686	1,550,000	1,550,000
4612 State Aid-2107.5	10,000	10,000	10,000	10,000	10,000
4614 Prop 111-Highway Users Tax	1,133,323	1,336,938	1,193,412	1,150,000	1,150,000
4945 Reimbursement	1,735	(1,370)	8,117	80,000	0
Total Gas Tax Fund	3,387,100	3,453,382	3,554,866	3,560,000	3,480,000

128 TRAFFIC SAFETY FUND					
4440 CVC Fine	813,217	651,456	693,320	650,000	650,000
Total Traffic Safety Fund	813,217	651,456	693,320	650,000	650,000

129 1/2 CENT SALES/ROAD TAX FUND					
4505 Interest on Idle Cash	134,682	132,000	134,589	100,000	100,000
4613 1/2 Cent Sales Tax	1,964,227	2,153,541	2,155,766	2,250,000	2,250,000
4945 Construction Reimbursement	6,291	15,000	81,000	0	992,700
Total 1/2 Cent Sales/Road Tax Fund	2,105,200	2,300,541	2,371,355	2,350,000	3,342,700

131 SB 300 FUND	0	0	0	0	0
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132 SEWER LINE MAINTENANCE					
4505 Interest on Idle Cash	118,654	123,022	113,442	110,000	100,000
4820 Sewer Line Maint	1,144,707	1,210,488	1,225,921	1,250,000	1,286,000
Total Sewer Line Maintenance	1,263,361	1,333,510	1,339,363	1,360,000	1,386,000

133 BASEBALL STADIUM					
4520 Special Events Rental	88,805	78,165	10,000	0	0
4901 Baseball Team Lease Agreement	150,655	98,753	188,739	100,000	140,000
Total Baseball Stadium	239,460	176,918	198,739	100,000	140,000

134 SOCCER FIELDS					
4520 Land & Building Rental	0	0	0	103,000	140,000
4530 Rental Fee - Parking	0	0	0	105,000	160,000
4861 Program & Facilities Fee	0	0	0	90,000	75,000
4862 Park Energy Fee	0	0	0	500	500
Total Baseball Stadium	0	0	0	298,500	375,500

135 AB 2928 TRAFFIC CONGESTION FD					
4505 Interest on Idle Cash	0	56,615	42,175	9,000	0
4635 AB2928 Project Reimb.	0	0	0	0	0
4635 Traffic Congestion Relief	0	1,328,273	473,633	361,700	360,000
Total AB 2928 Traffic Congestion Fund	0	1,384,888	515,808	370,700	360,000

242 STREET CONSTRUCTION FUND					
4630 State Aid-Street Constr.	6,857	0	0	0	0
4658 Federal Aid-FAU	258,481	117,417	397,748	52,800	0
4945 Construction Reimbursement	138,929	58,700	12,916	17,600	5,080,600
Total Street Constr. Fund	404,267	176,117	410,664	70,400	5,080,600

**CITY OF SAN BERNARDINO
OTHER FUNDS REVENUE REPORT
FISCAL YEAR 2003 - 2004**

DESCRIPTION	ACTUAL 1999-00	ACTUAL 2000-01	ACTUAL 2001-02	ESTIMATED 2002-03	PROPOSED 2003-04
243 PARK CONSTRUCTION FUND					
4505 Interest on Idle Cash	38,653	34,433	26,201	21,500	18,000
4901 Park Bond Money	0	0	0	642,400	2,803,500
4732 Park Development Fee	118,345	184,951	303,297	302,600	300,000
4945 Construction Project Reimb.	10,000	0	0	0	0
Total Park Construction Fund	166,998	219,384	329,498	966,500	3,121,500
244 CEMETERY CONSTRUCTION FUND					
4505 Interest on Idle Cash	731	853	926	800	800
4778 Sale Cemetery Plots	2,929	2,925	3,731	3,900	3,900
Total Cemetery Constr. Fund	3,660	3,778	4,657	4,700	4,700
245 SEWER LINE CONSTRUCTION FUND					
4505 Interest on Idle Cash	158,782	316,881	248,770	190,000	170,000
4821 Sewer Lateral Fee	799	446	2,876	2,500	3,000
4822 Sewer Connection Fee	130,728	231,223	290,404	344,000	300,000
Total Sewer Line Constr. Fund	290,309	548,550	542,050	536,500	473,000
246 PUBLIC IMPROVEMENT FUND					
4505 Interest on Idle Cash	18,820	19,658	23,505	20,000	0
Total Public Improvement Fund	18,820	19,658	23,505	20,000	0
247 CULTURAL DEVELOP FUND					
4335 Cultural Devel. Constr. Fee	42,960	117,400	124,468	225,000	300,000
4505 Interest on Idle Cash	(208)	3,065	493	3,500	4,000
Total Cultural Devel Const Fund	42,752	120,465	124,961	228,500	304,000
248 STORM DRAIN CONSTR FUND					
4505 Interest on Idle Cash	112,797	68,241	52,528	55,000	60,000
4818 Storm Drain Fee	354,283	416,515	472,014	619,300	500,000
4945 Construction Reimbursement	9,965	0	0	0	250,000
Total Storm Drain Constr. Fund	477,045	484,756	524,542	674,300	810,000
250 TRAFFIC SYSTEMS CONSTR FUND					
4505 Interest on Idle Cash	6,925	25,244	24,111	22,000	15,000
4658 Fed/State Aid-Street Construction	0	39,999	0	40,000	258,600
4803 Traffic System Fees	143,319	281,243	187,912	602,900	180,000
4945 Street Construction Reimbursement	0	(11,158)	0	0	0
Total Traffic Systems Fund	150,244	335,328	212,023	664,900	453,600
257 CITY WIDE AD 994	125,153	103,257	62,866	30,000	0
527 REFUSE FUND					
4505 Interest on Idle Cash	0	36,373	33,583	20,000	20,000
4830 Commercial Rubbish	438,496	420,178	414,721	415,000	415,000
4831 Commercial Bin Rent	98,693	102,113	154,673	125,000	125,000
4832 Commercial Bin Service	6,567,453	6,689,026	6,847,829	6,900,000	6,950,000
4833 Commercial Special	539,118	540,749	587,726	560,000	580,000
4837 Automated Commercial Rubbish	41,868	39,779	18,980	12,000	12,000
4840 Residential Water Billed	6,981,359	7,113,228	7,286,966	7,500,000	7,550,000
4841 Residential "B" Accounts	539,837	547,432	528,629	590,000	590,000
4842 Residential Specials	3,475	50	0	0	0
4843 Dino Bin Service	1,261,530	1,415,525	1,654,284	1,700,000	1,700,000
4901 Miscellaneous Other Revenue	116,869	160,100	200,609	659,400	540,000
4923 Sale Salvage Material	6,383	0	(257,889)	0	0
Total Refuse Fund	16,595,081	17,064,553	17,470,111	18,481,400	18,482,000

**CITY OF SAN BERNARDINO
OTHER FUNDS REVENUE REPORT
FISCAL YEAR 2003 - 2004**

DESCRIPTION	ACTUAL 1999-00	ACTUAL 2000-01	ACTUAL 2001-02	ESTIMATED 2002-03	PROPOSED 2003-04
621 CENTRAL SERVICES FUND	247,626	269,037	324,122	275,000	325,900
629 LIABILITY INSURANCE FUND					
4505 Interest on Idle Cash	185,196	392,162	234,850	200,000	200,000
4670 Economic Development Agency	25,000	0	23,710	0	0
4897 Interdepartmental Receipts	1,822,700	1,644,500	1,628,500	1,949,100	2,460,600
Total Liability Insurance Fund	2,032,896	2,036,662	1,887,060	2,149,100	2,660,600
630 TELEPHONE SUPPORT FUND					
4541 Telephone Commission	31,887	9,172	11,164	11,200	10,000
4893 Water Dept. Receipts	145,063	105,764	111,882	100,000	108,700
4670 Economic Development Agency	15,813	833	650	10,000	700
4897 Interdepartmental Receipts	624,292	727,794	885,479	800,000	660,000
4903 Refunds and Rebates	20,707	32,030	16,708	10,000	15,700
Total Telephone Support Fund	837,762	875,593	1,025,883	931,200	795,100
631 UTILITY FUND					
4897 Interdepartmental Receipts	3,345,785	3,542,913	4,346,703	5,190,700	4,284,500
4944 LED Reimbursement	0	0	878,950	0	136,000
Total Utility Fund	3,345,785	3,542,913	5,225,653	5,190,700	4,420,500
635 FLEET SERVICES					
4670 Economic Development Agency	4,333	3,803	8,456	8,500	5,000
4896 Replacement Contribution	484,400	513,500	1,103,200	1,045,600	602,900
4897 Interdepartmental Receipts	4,777,456	5,080,851	4,958,535	5,101,700	4,507,800
4901 Misc Receipts	0	705	(35,630)	53,500	40,000
Total Motor Pool Fund	5,266,189	5,598,859	6,034,561	6,209,300	5,155,700
678 WORKERS' COMPENSATION FUND					
4897 Interdepartmental Receipts	2,075,020	2,148,414	2,764,328	2,879,200	3,595,600
4906 Water Department	306,361	332,880	269,894	250,000	360,000
4901 Misc Receipts	15,000	16	0	0	0
Total Workers' Compensation Fd	2,396,381	2,481,310	3,034,222	3,129,200	3,955,600
679 Management Information Services					
4670 EDA Reimbursement	25,248	2,759	1,150	0	0
4673 Water Reimbursement	423,826	425,897	337,680	417,800	373,400
4897 Interdepartmental Receipts	2,682,000	2,918,500	3,322,000	4,079,800	3,245,100
4901 Miscellaneous Receipts	425	551	437	150,000	700
Total MIS Fund	3,131,499	3,347,707	3,661,267	4,647,600	3,619,200
GRAND TOTAL	45,714,511	49,011,909	52,264,218	55,780,500	61,679,400

**CITY OF SAN BERNARDINO
 DETAIL OF INTERFUND TRANSACTIONS
 FISCAL YEAR 2003-2004**

TRANSFERS - IN

TO GENERAL FUND:		
*From Special Gas Tax For -		2,810,000
Street Maintenance - \$2,320,000		
Street Lighting - \$470,100		
*From Traffic Safety For -		650,000
Police Costs		
*From 1/2 Cent Sales & Road Tax For -		215,000
Administration		
*From Cultural Development Fund For -		304,000
Funding Fine Arts and Civic and Promotional Costs		
*From Traffic Systems Constructions For -		25,000
Administration		
*From Storm Drain Construction For -		100,000
Administration		
*From Refuse Fund For -		2,381,200
Administration - \$1,826,200		
Street Repair - \$50,000		
Lease City Yards - \$464,000		
Lease City Hall - \$41,000		
*From Sewer Line Construction For -		100,000
Administration		
*From Sewer Line Maint For -		150,000
Administration		
*From Telephone Fund For -		400,000
Refund Reserve Excess		
*From Fleet Fund For -		300,000
Refund Reserve Excess		
*From Air Quality - AB 2766 Fund For -		181,500
Crossing Guards 50% Funding	80,000	
Traffic Engineering Costs	60,000	
Maint. & Fuel for Alternate Fuel Vehicles	41,500	
TOTAL GENERAL FUND		\$7,616,700

**CITY OF SAN BERNARDINO
 DETAIL OF INTERFUND TRANSACTIONS
 FISCAL YEAR 2003-2004**

TRANSFERS - IN

TO ANIMAL CONTROL FUND:	
*From General Fund For - Operating Costs	386,000
TO CATV FUND:	
*From General Fund For - Operating Costs	463,400
TO LIBRARY FUND:	
*From General Fund For - Operating Costs	2,197,800
TO PUBLIC PARK EXTENSION:	
*From General Fund For - Park Facilities Improvements	37,100
TO REFUSE FUND:	
*From General Fund For - Street Sweeping	65,000
TO BASEBALL STADIUM	
*From General Fund For - Operating Costs	245,900
TO WORKERS COMPENSATION FUND	
*From General Fund For - Operating Costs	0
TO CEMETERY FUND	
*From General Fund For - Operating Costs	48,500
TOTAL OTHER FUNDS	\$3,443,700
GRAND TOTAL TRANSFERS-IN	\$11,060,400

**CITY OF SAN BERNARDINO
 DETAIL OF INTERFUND TRANSACTIONS
 FISCAL YEAR 2003-2004**

TRANSFERS - OUT

FROM GENERAL FUND:		
*To Animal Control Fund For - Operating Costs		\$386,000
*To CATV Fund For - Operating Costs		463,400
*To Library Fund For - Operating Costs		2,197,800
*To Baseball Stadium For - Operating Costs		245,900
*To Refuse Fund For - Street Sweeping		65,000
*To Workers Comp Fund For - Operating Costs		0
*To Cemetery Fund For - Operating Costs		48,500
*To Public Park Extension For - Park Facilities Improvements		37,100
TOTAL GENERAL FUND		\$3,443,700
FROM SPECIAL GAS TAX:		
*To General Fund For - Street Maintenance Costs - \$2,320,000 Street Lighting Costs - \$470,100		2,810,000
FROM TRAFFIC SAFETY:		
*To General Fund For - Police Costs		650,000
FROM 1/2 CENT SALES/ROAD TAX:		
*To General Fund For - Administration		215,000
FROM TELEPHONE FUND:		
*To General Fund For - Refund Reserve Excess		400,000
FROM LIABILITY FUND:		
*To General Fund For - Refund Reserve Excess		0

CITY OF SAN BERNARDINO
 DETAIL OF INTERFUND TRANSACTIONS
 FISCAL YEAR 2003-2004

TRANSFERS - OUT

FROM FLEET FUND:		
*To General Fund For - Refund Reserve Excess		300,000
FROM CULTURAL DEVELOPMENT		
*To General Fund For - Fine Arts & Civic Promotional Costs		304,000
FROM TRAFFIC SYSTEM CONSTR		
*To General Fund For - Administration of Fund		25,000
FROM STORM DRAIN FUND		
*To General Fund For - Administration of Fund		100,000
FROM REFUSE FUND		
*To General Fund For - Administration - \$1,826,200 Street Repairs - \$50,000 Lease City Yards - \$464,000 Lease City Hall - \$41,000		2,381,200
FROM SEWER LINE CONSTR FD		
*To General Fund For - Administration		100,000
FROM SEWER LINE MAINT FUND		
*To General Fund For - Administration		150,000
FROM AIR QUALITY-AB 2766 FUND		
*To General Fund For - Crossing Guards 50% Funding Traffic Engineering Costs Maint & Fuel for Alternate Fuel Vehicles	80,000 60,000 41,500	181,500
TOTAL OTHER FUNDS		\$7,616,700
GRAND TOTAL TRANSFERS-OUT		\$11,060,400

CITY OF SAN BERNARDINO
CITY ADMINISTRATOR'S OFFICE
INTEROFFICE MEMORANDUM

TO: The Honorable Mayor and Common Council

FROM: Fred Wilson, City Administrator

SUBJECT: FY 03-04 Budget Reductions/Revenue Enhancements

DATE: July 31, 2003

COPIES: James Penman, City Attorney; Barbara Pachon, Finance Director

Attached is a budget summary containing the recommendations for balancing the City's FY 03-04 Budget. The major changes in this document from the June 12 version is outlined in the attached spreadsheets and summarized as follows

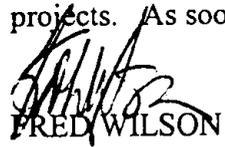
Additional departmental budget savings in FY 02-03	\$1,100,000
Revised revenue projections adjustments for FY 02-03	\$ 686,500
Revised revenue projections for FY 03-04	\$ 396,000
Revised deficit	[\$1,280,600]
Proposed potential budget reductions	\$1,979,100
Remaining projected balance 6/30/04	\$ 698,500

As you know, the Assembly has adjourned after passing most of the Senate budget package to the Governor. The Senate budget package contained the main budget bill (AB1765) and various trailer bills that included the "Triple-Flip" (Bradley-Burns sales tax for property tax swap); a loan of the VLF gap "backfill" money to the state (\$825 million estimate); and \$250 million in cuts to Redevelopment agencies.

While they passed the Senate version of most bills without amendment, there were some key alterations – the RDA cuts were lowered to \$135 million, and the booking fee reimbursements (\$38 million) were reinstated, lowering the overall local government hit by \$153 million. The Senate will be asked to concur on these changes when they return August 18.

We are still awaiting the details of the actual budget impacts. Preliminary information from the League of California cities indicates that the fiscal impact of the VLF "backfill" is approximately \$2.2 million. Gary has indicated that the RDA hit will be approximately \$1,200,000. The impact of the law enforcement hit is currently being determined by the Police Department. Their preliminary analysis shows that restoring the booking fee subvention will add \$689,000 in additional revenue. The reduction in funding for the COPS Option program will cost about \$81,000.

Additionally, there may be a loss of funding for local street and road improvement projects. As soon as we have more details, we will let you know.



FRED WILSON
City Administrator

FAW/md

Additional budget reductions/revenue enhancements

07/30/2003 12:06 PM

	Deficit projected in the Preliminary Budget: (revised as of 6/19/03)	\$	(3,463,100)
	Adjustments for departmental budget savings in FY 02-03	\$	1,100,000
	Revenue adjustments for FY 02-03	\$	686,500
	Revenue adjustments for FY 03-04	\$	396,000
	Revised deficit:	\$	(1,280,600)
			Net Amount in FY 03-04
Division	Reduction Description	\$	
Efficiency Improvement	Reconfigure work schedule for animal control officers	\$	7,500
Revenue Enhancement	Obtain pet food donations	\$	2,500
Revenue Enhancement	Use Gas Company payment of \$250,000 to balance budget	\$	250,000
Revenue Enhancement	Use EDA funds to pay a portion of the City's grant match for the Santa Fe Depot	\$	385,400
Revenue Enhancement	Audit transient lodging tax and business registrations	\$	72,700
Revenue Enhancement	Focus more attention of Code Compliance Officers on illegally parked vehicles in residential areas	\$	30,000
Street lighting	Reduce electrical costs for street lighting by 10% by upgrading photocells; reorienting photocells; using timers; installing electronic ballasts; using reflectorized street name signs. Request change to rate schedule for street lighting.	\$	110,000
Efficiency Improvement	Increase water baseline for City accounts	\$	10,000
Efficiency Improvement	Reduce SCE costs due to rate reduction	\$	453,600
Revenue Enhancement	Charge Water for benefits administration	\$	25,000
Efficiency Improvement	Resume mowing by park crews at 9 parks and ballfields - reduce contract services; reduce mowing frequency in winter months	\$	21,900
Service Reduction	Close J. Lewis Swim Center on Mondays (9 days' savings); Close all other pools on Mondays (9 days' savings); add Nunez closure savings for July 1 - 14	\$	14,000
Service Reduction	Extend leave of absence for CID recreation therapist	\$	19,100
Service Reduction	Reduce fish plantings at Seccombe Lake	\$	14,400
Efficiency Improvement	Efficiency improvement - Mill Center/Norton Gym: Transfer personnel resources from Mill Center to Norton; operate Mill Center for Head Start, summer swim programs, and facility rentals.	\$	12,000
Revenue Enhancement	Increase recreation revenues through program enhancements	\$	31,400
Efficiency Improvement	Reduce amount budgeted to pay part-time Dispatcher salaries	\$	30,000
Efficiency Improvement	Reorganize Records Bureau - eliminate Wackenhut contract	\$	109,500
Efficiency Improvement	Reduce lease payments for patrol vehicles (payment is lower than budgeted amount; no change in vehicles leased)	\$	49,000
Revenue Enhancement	Pilot project - Obtain interagency work from EDAAWater to perform pavement infrastructure repairs	\$	10,000
Revenue Enhancement	Increases to user fees/other fees and fines - various departments	\$	321,100
	Total potential budget reductions	\$	1,979,100
	Remaining projected balance on 6/30/04*	\$	698,500

* It is recommended that this balance be set aside to partially offset pending state budget reductions.

BUDGET SAVINGS PROPOSAL SUMMARY

Proposal Title/Description:

Continue Animal Control's day light savings "late -shift" for the entire year.

Fund: Animal Control Fund 124 **Department:** Animal Control

Division: 232

Net Potential Expenditure Savings and/or Revenue Increase: \$ 7,500

Summary of Proposal:

Continue for the entire year the day light savings "late-shift" schedule that is utilized during day light savings time.

Proposal Implications (pros/cons):

Pros- 50% of overtime is for emergency calls between the hours of 5:00 p.m. and 8:00 p.m. Continuing the late-shift for the entire year would reduce overtime and increase emergency response time.

Cons- Responses to routine calls could be delayed due to the three hour reduction of one officer from the day shift.

Account Numbers :

Reduce 124-232-5015 by \$7,500

BUDGET SAVINGS PROPOSAL SUMMARY

Proposal Title/Description:
Obtain donations for pet food.

Fund: Animal Control Fund 124 *Department:* **Animal Control**

Division: 233

Net Potential Expenditure Savings and/or Revenue Increase: \$ 2,500

Summary of Proposal:

Animal Control will increase efforts in seeking out and developing relationships with businesses that offer various types of pet food and are willing to donate food to the City's Animal Shelter.

Proposal Implications (pros/cons):

Pros- Donated food usually consists of a higher quality product, reducing the amount fed to animals. With increased donations, animal food costs could potentially be reduced by 25%.

Cons- Many businesses that donate food require the Animal Control Department to pick-up the donations on short notice, thereby interrupting normal field operations.

Account Numbers :

Reduce 124-233-5111 by \$2,500

BUDGET SAVINGS PROPOSAL SUMMARY

Proposal Title/Description:

Use one-time payment from Gas Co. to balance the budget.

Fund: General Fund 001 *Department:* **City Administrator's Office**

Division: Revenue Account 001-000-4901 (miscellaneous revenue)

Net Potential Expenditure Savings and/or Revenue Increase: \$ 250,000

Summary of Proposal:

As part of an agreement between the City and Southern California Gas, the Gas Company will be paying the City \$250,000 during FY 03/04 for the use of a conduit in the Tippecanoe Bridge. The Gas Company plans to use this conduit as part of its project to install a major new gas pipeline to the Mt. View power plant in Redlands. This one-time revenue can be used as a budget balancing measure.

Proposal Implications (pros/cons):

Pros- Revenue helps reduce the deficit.

Cons- Revenue is one-time only, and does not result in ongoing expenditure reductions. Also, if for some reason the pipeline is not constructed as anticipated, the City would not receive this revenue.

BUDGET SAVINGS PROPOSAL SUMMARY

Proposal Title/Description:

Use proceeds from sale of City property to EDA to fund City's grant match for Santa Fe Depot.

Fund: General Fund 001 *Department:* City Administrator's Office

Division: Revenue Account 001-000-4925 (sale of property)

Net Potential Expenditure Savings and/or Revenue Increase: \$ 385,400

Summary of Proposal:

It is proposed that two (2) pieces of City-owned property be sold to the Economic Development Agency for housing purposes. The revenue received from the sale would be used to offset a portion of the City's necessary match for grants related to the Santa Fe Depot restoration project.

The two properties are:

- The piece located at Waterman and 4th Street
- The piece located in the Verdemont area, near the Pet Cemetery (formerly considered as a possible location for the Verdemont Fire Station)

The Agency anticipates using its Low-Mod Housing funds for this purchase. The purchase of the Waterman and 4th parcel is contingent upon City approval of a General Plan Amendment to rezone the parcel for residential uses. The Verdemont parcel is already zoned residential.

Account Numbers:

Increase revenue 001-000-4925 (sale of property)

Proposal Implications (pros/cons):

PROS: Revenue helps reduce the deficit. One-time revenues will be used to offset a one-time cost.

CONS: General Plan Amendment is required for the Waterman/4th Parcel.

BUDGET SAVINGS PROPOSAL SUMMARY

Proposal Title/Description:
Audit Transient Lodging Tax (TOT) and Business Registrations.

Fund: General Fund 001 **Department:** City Clerks's Office

Division: Business Registration Division

Net Potential Expenditure Savings and/or Revenue Increase: \$ 72,700

Summary of Proposal:

Enter into a Professional Services Agreement, Software License Agreement, and Software Maintenance Agreement with Progressive Solutions, Inc. to provide revenue enhancement services (including business registration and TLT audits) and to install new business registration software that will provide further revenue enhancements

Account Numbers:

Increase TOT Revenue	001-000-4222	\$50,000
Increase Businss Registration Revenue	001-000-4301	\$80,000
Increase Other Professional Services Expenditure	001-033-5505	(\$57,300)
 Net Savings		 \$72,700

Proposal Implications (pros/cons):

Pros

- Additional revenue for General Fund
- No "up-front" costs to implement the new software
- Software fees deducted prior to any contingency fees
- Allows the Business Registration Division to update their 1985 software to a Windows version
- New software will result in increased staff productivity
- New software will have automated cross referencing capabilities that will allow staff to efficiently implement AB990 and AB63 resulting in additional revenue

Cons

- Revenue first applied to software fees resulting in a first year delay of additional revenue
- Businesses may object to vendor conducting audits on a contingency basis

BUDGET SAVINGS PROPOSAL SUMMARY

Proposal Title/Description: Focus more of Code Compliance's resources on illegally parked vehicles
Fund: General Fund 001 Department: Code Compliance
Division: Parking Citation Revenue 001-000-4420
Net Potential Expenditure Savings and/or Revenue Increase: \$ 30,000
Summary of Proposal: Direct Code Compliance Officers to focus more of their attention on illegally parked vehicles in residential areas.
Proposal Implications (pros/cons): The revenue produced from this proposal would be hard to track as all money for parking tickets is collected by Facilities Management. Based on prior years' activities, an increase of \$30,000 per year would be expected. If Code Compliance Officers are writing parking tickets, it will take time away from other activities; however, it will address illegal parking problems that exist in many areas.

BUDGET SAVINGS PROPOSAL SUMMARY

Proposal Title/Description:

Reduce electrical costs for street lighting with energy saving upgrades; request change to rate schedule for street lighting.

Fund: General Fund 001 *Department:* **Facilities Management & Development Services**

Division: Development Services Street Lighting & Facilities Management Utilities.

Net Potential Expenditure Savings and/or Revenue Increase: \$ 110,000

Summary of Proposal:

Reduce electrical costs for street lighting by approximately 10% by upgrading photocells; reorienting photocells; using timers; installing electronic ballasts; and using reflectorized street name signs. Energy savings of \$108,000 (acct. #001-189-5606) will come from reduced street lighting costs following an initial outlay for digital electronic time clocks and installation charges for 100 locations that will cost approximately \$23,000 (acct. #001-189-5111). This equates to a net savings of \$85,000.

An additional \$25,000 of savings (to electric account 001-186-5606) will come as a result of lobbying the Public Utility Commission (PUC) to allow a limited non-light load on Street light or traffic signal meters. Currently, all Cities install three meters at every intersection in the city; one for the signal, one for the street lights, and one for landscape watering (timer). The timer takes less than one kWh per year to operate, and costs the city roughly \$25 per month to be there. Last year, the PUC allowed outdoor lighting at ballfields and parks to have up to 15% of their load be non-lighting. This means if you have a ballfield with a concession stand, you can now have this on one meter, generating energy savings.

Proposal Implications (pros/cons):

PROS: Reduces costs, and saves energy.

CONS: On the Street Lighting project, Development Services has done some research on costs of time clocks. We have also determined that we already have installed the most sensitive photo cells available so changing out these does not appear to be a cost effective option. There are some issues in regard to installation of additional circuits in locations where the intersection/safety lighting is tied to the same circuit as the street lighting. In these locations we would have to do additional work to provide for separation of circuits for the street lighting and safety lighting, so that street lighting could be on the timer and safety lighting would not be affected by an earlier turn of lights. This would result in additional staff costs and some equipment costs. Inasmuch as the locations for installation of time clocks are yet to be determined, it is not known how many of these situations we have. We will be meeting with our Street Lighting Div. staff and Facilities Mgmt. to discuss the details.

BUDGET SAVINGS PROPOSAL SUMMARY

Proposal Title/Description: Increase water baseline for City accounts
Fund: General Fund 0 Department: Facilities Management
Division: Utilities
Net Potential Expenditure Savings and/or Revenue Increase: \$10,000
<i>Summary of Proposal:</i> The City Water baseline has stayed constant since 1995. An increase of 30,000 hundred cubic feet (hcf) would save the General Fund approximately \$10,000 per year, but would be a corresponding increase to the Water Department's budget. Reduce: 001-201-5608 \$500 001-321-5608 \$1,000 001-381-5608 \$8,000 133-461-5608 *\$500 *Savings in Stadium results in a lower transfer-in from the General Fund
<i>Proposal Implications (pros/cons):</i> Pros: Additional savings to the City. Cons: Proposal has implications for the Water Department's budget.

BUDGET SAVINGS PROPOSAL SUMMARY

<p>Proposal Title/Description: Lower electric expenditure budgets based on recently announced Edison rate reductions.</p>
<p>Fund: General Fund 001 Department: Facilities Management</p>
<p>Division: Savings in various General Fund supported departments.</p>
<p>Net Potential Expenditure Savings and/or Revenue Increase: \$ 453,600</p>
<p>Summary of Proposal: On July 10th, 2003, Southern California Edison announced that the Public Utilities Commission has approved \$1.2 billion in rate reductions for Southern California Edison customers. The reductions range from 8% to 19% depending on customer group and are effective August 1, 2003. Facilities Management estimates this translates into a savings of \$453,600 for the General Fund in FY 03-04.</p>
<p>Proposal Implications (pros/cons): Pros- Reduced energy costs for City Departments. Cons- None.</p>

BUDGET SAVINGS PROPOSAL SUMMARY

Proposal Title/Description: Charge Water Department for benefits administration
<i>Fund:</i> General Fund 001 <i>Department:</i> Finance Department
<i>Division:</i> Revenue 001-000-4673 (Water Dept. Reimbursement Revenue)
Net Potential Expenditure Savings and/or Revenue Increase: \$ 25,000
<i>Summary of Proposal:</i> Charge the Water Department for the cost of administering employee benefits. Staff from both Human Resources and Finance provide support to the Water Department in this area, which is not currently included in the Master Services Agreement between the City and Water. This would require agreement with the Water Board.
<i>Proposal Implications (pros/cons):</i> Pros: Additional revenue to the City. Cons: Proposal has implications for the Water Department's budget.

BUDGET SAVINGS PROPOSAL SUMMARY

Proposal Title/Description:
Cancel Mowing Contract for 9 parks and ballfields

Fund: 001

Department: Parks, Recreation & Comm. Svcs.

Division: Parks (382)

Net Potential Expenditure Savings and/or Revenue Increase: \$ 21,900

Summary of Proposal: Resume mowing by park crews at 9 parks and ballfields.

Proposal Implications (pros/cons):

Pros: Reduce contract costs by \$24,300 (includes 10% over contract for irrigation parts & installation)

Cons:

- 1) Increase garage charges by \$2,400 annually. (001-382-5601)
- 2) Reduce mowing frequency from every 7 days to 14 days in winter months (Nov. – Jan.)
- 3) Additional complaints from public about long grass and unkempt landscape areas due to need of more frequent edging and mowing. (Reduce 001-382-5506 by \$24,300).

Affected sites:

Newberry Park
Tom Gould Memorial Park
Newmark Field
Campo Santo Memorial Park
Palm Field
Gutierrez Field
Sal Savaadra Field
Colony Park
Boys & Girls Club

BUDGET SAVINGS PROPOSAL SUMMARY –

Proposal Title/Description:
Aquatic Program 5% Budget Cut – Jerry Lewis Swim Center / All other Pools (Delmann Heights – Mill – Hernandez – Nunez)

Fund: 0011 Department: PRCS

Division: 383

Net Potential Expenditure Savings and/or Revenue Increase: \$14,036.25

Summary of Proposal:

1. Jerry Lewis Swim Center – Savings of 9 days (Mondays)
2. All other Pools (Delmann Heights – Mill – Hernandez – Nunez) – 9 day savings (Mondays)
3. Nunez Pool closure – 10 day savings (Pool repairs)

Proposal Implications (pros/cons):

1. Jerry Lewis Swim Center:

Close Jerry Lewis Swim Center on Mondays June 30, July 7-14-21-28, Aug 4-11-18-25:

Savings of : 9 days:

Staff Savings: 1 Pool manager II – 2 Sr. Guards – 7 Lifeguards – 1 Cashier – 1 Bag Checker

Pool Manager II	1 Pool Manager II X 9hrs X 10.50 per hr X 9 days =	\$ 850.50
Sr. Guard	2 Sr. Guards X 9hrs X 8.50 per hr X 9 days =	\$ 1377.00
Lifeguards	7 Lifeguards X 9hrs X 7.50 per hr X 9 days =	\$ 4252.50
Cashier	1 Cashier X 9 hrs X 8.00 per hr X 9 days =	\$ 648.00
Bag Checker	1 Bag Check X 9 hrs X 6.75 per hr X 9 days =	<u>\$ 546.75</u>

Savings	\$ 7,674.75
Unrealized Revenue	<u>- 3,250.50</u>
Total Savings	\$ 4,424.25

2. All other pools (Delmann Heights – Mill – Hernandez – Nunez)

Close all other pools (Delmann Heights – Mill – Hernandez – Nunez) on Mondays June 30, July 7-14-21-28, Aug. 4-11-18-25.

Savings of : 9 Days:

Staff Savings: 1 Pool Manager I – 1 Sr. Guard – 2 Lifeguards – 1 Cashier at Delmann – Mill – Hernandez
 1 Pool Manager I – 1 Sr. Guard – 6 Lifeguards – 1 Cashier – at Nunez

Pool Manager I	1 Pool Manager I X 4.5 hr X 9.50 per hr X 9 days X 4 Pool =	\$ 1,539.00
Sr. Guard	1 Sr. Guard X 4.5 X 8.50 hr X 9 days X 4 Pools =	\$ 1,377.00
Lifeguards	2 Lifeguards X 4.5 X 7.50 hr X 9 days X 3 Pools =	\$ 1,822.50
	6 Lifeguards X 4.5 X 7.50 hr X 9 days X 1 Pools =	\$ 1,822.50
Cashier	1 Cashier X 4.5 X 8.00 hr X 9 days X 4 Pools =	<u>\$ 1,296.00</u>

Savings	\$ 7,857.00
Unrealized Revenue	<u>- 546.50</u>
Total Savings	\$ 7,310.50

3. Add Nunez closure savings (July 1 through July 14)

Savings of : 10 Days:

Staff Savings: 1 Pool Manager I – 1 Sr. Guard – 6 Lifeguards – 1 Cashier – at Nunez

Pool Manager I	1 Pool Manager I X 4.5 hr X 9.50 per hr X 10 days =	\$ 427.50
Sr. Guard	1 Sr. Guard X 4.5 X 8.50 hr X 10 days =	\$ 382.50
Lifeguards	6 Lifeguards X 4.5 X 7.50 hr X 10 days =	\$ 2,025.00
Cashier	1 Cashier X 4.5 X 8.00 hr X 10 days X =	\$ 360.00
	Total Saving	\$ 3,195.00

Savings	\$ 3,195.00
Unrealized Revenue	- 893.50
Total Savings	\$ 2,301.50

TOTAL SAVINGS (less realized revenue) \$14,036.25

BUDGET SAVINGS PROPOSAL SUMMARY

Proposal Title/Description:

Extended Leave of Absence for C.I.D. Recreation Therapist

Fund: 384 **Department:** Park, Recreation & Community Services.

Division: Recreation

Net Potential Expenditure Savings and/or Revenue Increase: \$ 19,129 to \$22,234

Summary of Proposal:

Sarisa Hankins, Recreation Therapist is taking a maternity leave beginning approximately April 18, 2003. She has requested to take an extended leave of absence until January, 2004. She has been offered the opportunity to work part time before January. She has not made a decision on this.

Proposal Implications (pros/cons):

This savings is base upon the estimate that this staff would work no more than an average of 10 hrs/wk from Sept. 1 to Dec. 31, 2003. This would result in a savings of 42% of the salary for the position and 50% of the benefits.

Pros: The savings in the budget is the only "pro" to this.

Cons:

The impact of this position being unfilled for this period would be to adversely affect the quality of programming at the C.I.D. The C.I.D. Advisory Council has expressed concerns in the past about improving the quality of C.I.D. programs. The absence of this Key, trained full time staff will adversely affect the quality of the C.I.D. program. Another impact would be the greatly increased workload on the C.I.D. Director. This would adversely affect the efficient delivery of services to people with disabilities at the C.I.D.

IMPORTANT NOTE: If this did occur, the C.I.D. would need to maintain a larger portion of part time salaries in order to have part time staff share the work load of the absent Recreation Therapist.

BUDGET SAVINGS PROPOSAL SUMMARY

Proposal Title/Description: Reduce Fish Plantings at Seccombe Lake
Fund: General Fund 001 Department: Parks Recreation
Division: Recreation (241-361-5706-1739)
Net Potential Expenditure Savings and/or Revenue Increase: \$ 14,400
Summary of Proposal: Currently there is an expenditure of \$27,000 for fish planting at Seccombe Lake. The proposal is to reduce the number of fish plantings per year to four (4); i.e., Spring break, July 4th, Labor Day, and Christmas break. The average price of live fish is approximately \$2.10 per pound. Planting 1500 pounds at each of the 4 times listed above will be \$3,150 each or \$12,600 total for the year.
Proposal Implications (pros/cons): Previously we have dropped 2000 pounds of fish six (6) to eight (8) times per year. This reduction in the number of times per year will revert to the original plan for planting fish at Seccombe Lake, when the program was first begun in 1980. The dates suggested above are times when the fishing crowds are the largest and will provide opportunities to youth to fish during their special times out of school, as well as providing time for others who are off work for holiday times.

BUDGET SAVINGS PROPOSAL SUMMARY

Proposal Title/Description: Consolidate Mill Center Operations											
<i>Fund:</i> General Fund 001 <i>Department:</i> Parks Recreation											
<i>Division:</i> Recreation 381											
Net Potential Expenditure Savings and/or Revenue Increase: \$ 12,000											
<p>Summary of Proposal: Proposal - Develop full operations at the Norton Gymnasium and Galaxy facility through transfer of resources from the Mill Community Center.</p> <p>Revenue Estimate/Cost Savings: \$12,000 first year \$17,000 second year</p> <p>Impact: Through a transfer of personnel from Mill Center to Norton, full time programming of both the Norton Recreation complex and Galaxy Ballroom can be accomplished including youth, adult, family and seniors fitness programs, league play and tournaments, and special events as well as business meetings, seminars and conferences at the ballroom site. Mill Center would be closed however the majority of current users of that facility would be able to travel to Norton Recreation complex for many new activities approximately 8 blocks away from Mill Center. Revenue estimate is calculated as follows:</p> <table style="width: 100%; border: none;"> <tr> <td style="width: 80%;">Current Mill Center staff and operational costs:</td> <td style="text-align: right;">\$121,000</td> </tr> <tr> <td>Norton and Galaxy Ballroom staff and operational costs</td> <td style="text-align: right;">\$ 116,000-</td> </tr> <tr> <td>Savings.....</td> <td style="text-align: right;">\$5,000 +</td> </tr> <tr> <td>New Revenue.....</td> <td style="text-align: right;">\$7,000</td> </tr> <tr> <td>Cost savings + new revenue.....</td> <td style="text-align: right;">\$12,000</td> </tr> </table> <p>Timeline: Beginning July 1, 2003</p>		Current Mill Center staff and operational costs:	\$121,000	Norton and Galaxy Ballroom staff and operational costs	\$ 116,000-	Savings.....	\$5,000 +	New Revenue.....	\$7,000	Cost savings + new revenue.....	\$12,000
Current Mill Center staff and operational costs:	\$121,000										
Norton and Galaxy Ballroom staff and operational costs	\$ 116,000-										
Savings.....	\$5,000 +										
New Revenue.....	\$7,000										
Cost savings + new revenue.....	\$12,000										
<p>Proposal Implications (pros/cons):</p> <p>Pros Enhanced programming opportunities at new site. Reduction in cost of operating Mill center Additional revenue through rental of Mill Center</p> <p>Cons Mill Center pool operations will occur w/o benefit of collaborating recreation center staff.</p>											

BUDGET SAVINGS PROPOSAL SUMMARY

Proposal Title/Description:
Increase Recreation revenues through program enhancements

Fund: General Fund 001 *Department:* **Parks Recreation**

Division: Recreation - increases to program revenues

Net Potential Expenditure Savings and/or Revenue Increase: \$ 31,400

Summary of Proposal:

ESTABLISH BIRTHDAY PACKAGE - Birthday activities for the public including games and prizes. \$70 fee for 4-hour package including swimming and a \$20 fee for a 2-hour package.
Revenue estimate - \$500 annually - Division 383

ESTABLISH DAY TRIPS AND EXCURSION PROGRAMS - Allow citizens to register for trips (i.e. trips and excursions that are 3 to 10 days long) to interesting locations in the state, outside the state and country; Trips/Excursions are coordinated and offered by outside travel agencies. These travel agencies are willing to pay a finder's fee for customers we register; depending on the cost of the trips. Generally Travel Agents/Agencies are willing to pay \$20.00 to \$40.00 (per person) registered for each trip/excursion.
Revenue estimate : \$7,000+ annually - Division 383

ESTABLISH SATURDAY CAMP FACILITY - fee based program offered to provide structured supervised activities for youth. Fee \$3 per day.
Revenue estimate: \$1,800 annually - Division 383

ESTABLISH A FEE BASED OFF-TRACK PROGRAM - fee based program offered Monday through Friday to provide structured supervised activities for youth off track. Fee \$20 per week.
Revenue estimate: \$9,300 annually - Division 383

CONTRACT OUT TENNIS PROGRAM AT NORTON FACILITY - Contract out racquetball and tennis courts to a membership based racquet club for a monthly fee.
Revenue estimate: \$4,800 annually - Division 387

ESTABLISH A FEE BASED AFTER-SCHOOL PROGRAM - program offered Monday through Friday to provide structured supervised activities for youth after school. Fee \$15 per week.
Revenue estimate: \$2,000 annually - Division 383

EXPAND YOUTH AND ADULT FEE BASED RECREATION CLASSES - Increase Youth Sports Fees from \$20 to \$30, offer a six weeks program instead of 10 weeks, expand practice sites to include the City's North End population and offer basketball four times per year. These adjustments to the Youth Sports should increase overall registration the first year to 1000 participants.(\$5 x 1200 participants = \$6,000) Revenue estimate: \$6,000 annually - Division 388

Proposal Implications (pros/cons):

PROS: Increases revenues and provides recreational activities to residents.

CONS: None

BUDGET SAVINGS PROPOSAL SUMMARY

Proposal Title/Description: Reduce amount budgeted for part-time Dispatcher salaries
<i>Fund:</i> General Fund 001 <i>Department:</i> Police Department
<i>Division:</i> Dispatch
Net Potential Expenditure Savings and/or Revenue Increase: \$ 30,000
<p><i>Summary of Proposal:</i> The Police Department can reduce the budget for part-time Dispatcher salaries by \$30,000 annually without reducing 9-1-1 service to the public or service to department personnel. This reduction is feasible as Dispatch is at full staffing with two overfill positions.</p> <p>Account Numbers: Reduce 001-221-5014 by \$30,000</p>
<p><i>Proposal Implications (pros/cons):</i> Pros:</p> <p>Budget savings of \$30,000 annually.</p> <p>Cons:</p> <p>None as long as Dispatch maintains full staffing, including two overfill positions. If staffing levels decline due to vacancies and budget cuts, overtime costs would increase to cover essential dispatch positions.</p>

BUDGET SAVINGS PROPOSAL SUMMARY

Proposal Title/Description: Reorganize Records Division
<i>Fund:</i> 001 <i>Department:</i> Police
<i>Division:</i> 222
Net Potential Expenditure Savings and/or Revenue Increase: \$ FY 2003/04 \$109,500
<p><i>Summary of Proposal:</i></p> <p>The Police Department is proposing the following reorganization of the Records Bureau:</p> <ul style="list-style-type: none">• The elimination of a majority of the current contract with Wackenhut, Inc. that provides employees to perform the scanning of police reports into the document imaging system and staff the subpoena coordinator's position.(\$270,000). Wackenhut, Inc. will still be utilized for the jailer position which serves as the permits clerk. This position fingerprints mandatory narcotics, arson, and sex offense parolees.• The utilization of contract savings to add and fund the following additional full time city positions:<ul style="list-style-type: none">(7) Records Technician trainee positions (existing classification) \$160,500)(2) Police Transcriber positions (new full-time classification) \$55,000• As they are hired, employees filling new Records Technician trainee positions will replace Wackenhut employees one for one.• A reduction of \$30,000 for part time Police Transcriber salaries.• A reduction of \$25,000 in FY 03/04 for outsourcing of tapes for transcription to Steno Solutions.
<p><i>Proposal Implications (pros/cons):</i></p> <p>Pros:</p> <p>The Records reorganization supports the City's goal of enhancing public safety and improves operational efficiency in the scanning of police reports into document imaging, the service of subpoenas, and the transcription of police reports.</p> <p>These changes correct a chronic problem of the recruitment and retention of part time transcribers and contract employees. The two full time transcriber positions will increase the availability of transcribers and reduce the dependency and cost of outsourcing transcription to meet peak workloads.</p> <p>Staffing changes will need to be approved by City Council to increase the police department's table of organization.</p> <p>(continued next page)</p>

(Records reorganization continued)

The Records Technician trainee position provides an entry level position for employees who need to sharpen their clerical skills in order to qualify for the Records Technician or other City clerical position.

Cons:

The City may need to meet and confer with the General Employee's Unit with respect to scanning and subpoena coordinator positions. These job duties were previously performed by Records Technicians prior to their outsourcing in FY 1997/98.

Net budget saving will be reduced each subsequent year due to step increases and agreed upon General Unit salary increases that are greater than projected increased in Wackenhut contract.

It will take six to nine months to fully implement the reorganization due to the time associated with recruitment, backgrounds, and hiring of City employees.

BUDGET SAVINGS PROPOSAL SUMMARY

Proposal Title/Description: Reduce lease payments for patrol vehicles
<i>Fund:</i> General Fund 001 <i>Department:</i> Police Department
<i>Division:</i> Support Services
Net Potential Expenditure Savings and/or Revenue Increase: \$ 49,000
<i>Summary of Proposal:</i> \$400,000 was budgeted in the Preliminary Budget for patrol vehicle leases. Based on information from Purchasing, lease payments will total \$351,000 in FY 03/04 (\$279,500 existing leases and \$71,500 new lease). So, there will be savings of \$49,000. There is no impact or change to the numbers of vehicles being leased as a result of this reduction
<i>Proposal Implications (pros/cons):</i> Pros: Budget savings of \$49,000 annually. (Reduce 001-220-5611) Cons: None

BUDGET SAVINGS PROPOSAL SUMMARY

Proposal Title/Description:

Pilot Program- Interagency work from EDA/Water for pavement infrastructure repairs

Fund: General Fund 001 *Department:* **Public Services**

Division: Public Services Streets

Net Potential Expenditure Savings and/or Revenue Increase: \$ 10,000

Summary of Proposal:

Obtain interagency work from EDA and Water Department to perform pavement infrastructure repairs. Street Division would bid on proposed annual maintenance service cuts, new service utility cuts, and main line street pavement restoration.

Account Numbers:

Increase Water Revenue Reimbursement (001-000-4673)	\$ 25,000
Increase Public Services Materials & (001-402-5111)	<\$15,000>
Net Savings	\$10,000

Proposal Implications (pros/cons):

Pros

- 1) Abolish high number of failed utility cuts.
- 2) Enhance paving capabilities and strategy.
- 3) Replenish materials line item 001-402-5111 contraction for FY 2003-2004.
- 4) Joint cooperative effort with Water Department.

Cons

- 1) Unknown

City of San Bernardino FY 2003-2004 Appropriations Limit

Article XIII B of the California Constitution (enacted with the passage of *Proposition 4* in 1979 and modified with the passage of *Proposition 111* in 1990) restricts the appropriations growth rate for cities and other local jurisdictions. The growth rate is tied to changes in the population and the change in *California Per Capita Personal Income*. On May 1, 2003 the State Department of Finance notified each city of the population changes and per capita personal income factor to be used in determining appropriation limits. Effective January 1, 2003, the change in the *California Per Capita Personal Income* is 2.31% and the change in the City of San Bernardino's population is 1.41%. Attached is the City's calculation for the permitted appropriations growth rate based on the above information from the State.

In accordance with state law, the FY 1986-87 appropriation limit is to be used as the base year in calculating annual appropriation limits thereafter. The City of San Bernardino's FY 2003-2004 Appropriation Limit is 2.7191 times the base year limit of \$72,956,219 which equals \$198,378,712.

Total appropriations for FY 2003-2004, subject to the limitation (see attached) equal \$67,453,000, which is \$130,925,712 below the City's FY 2003-2004 Appropriations limit of \$198,378,712.

CITY OF SAN BERNARDINO
2003-2004
APPROPRIATION LIMITATION COMPUTATION

<u>2003-2004 PERMITTED GROWTH RATE CALCULATION</u>			
CPI CHANGE (as of 1/1/03 per State of CA Department of Finance)		2.31%	
POPULATION CHANGE (for San Bernardino County as of 1/1/01 per State of CA Department of Finance)		1.41%	
CPI CHANGE CONVERTED TO A RATIO	=	1.0231	
POPULATION CHANGE CONVERTED TO A RATIO	=	1.0141	
CALCULATION FACTOR (Change in CPI x change in population)	=	1.0375	
	X	<u>CALCULATION FACTOR</u>	<u>PERMITTED GROWTH RATE</u>
		1.0375	2.7191
			<u>2.6208</u>
<u>2003-2004 APPROPRIATION LIMIT CALCULATION</u>			
<u>BASE YEAR (1986/87)</u>	X	<u>PERMITTED GROWTH RATE</u>	FY 2003-2004
72,956,219		2.7191	<u>APPROPRIATION LIMIT</u>
			198,378,712
FY 2003-2004 APPROPRIATION LIMIT			198,378,712
TOTAL FY 2003-2004 APPROPRIATIONS SUBJECT TO LIMITATIONS (see attached schedule of exclusions)			(67,453,000)
			130,925,712
			(OVER)/UNDER APPROPRIATION LIMIT

**CITY OF SAN BERNARDINO
CALCULATION OF APPROPRIATIONS SUBJECT TO LIMITATION
Fiscal Year 2003-04**

Budget	<u>Proceeds of Taxes</u>	<u>Non-Proceeds of Taxes</u>	<u>Total</u>
Proceeds of Taxes			
Property Tax	7,955,000		7,955,000
Sales & Use Tax	31,400,000		31,400,000
Business License Tax - Revenue	4,780,000		4,780,000
Utility Users Tax	19,330,000		19,330,000
Transient Occupancy Tax	2,625,000		2,625,000
Sales Tax Public Safety	650,000		650,000
Other	713,000		713,000
From State			
Motor Vehicle In Lieu		11,850,000	11,850,000
Homeowners Exemption		155,500	155,500
Off Highway Vehicles		5,000	5,000
SB 90 Reimbursements		-	-
Other		252,900	252,900
Other Governments			
CDBG Reimbursements		2,403,800	2,403,800
SBIAA Reimbursement		120,000	120,000
Mutual Aid/Disaster Reimbursement		100,000	100,000
Water Department		2,120,000	2,120,000
Locally Raised			
Licenses & Permits		1,933,500	1,933,500
Franchise Fees		2,631,300	2,631,300
Charges for Services		3,737,800	3,737,800
Fines and Penalties		1,046,000	1,046,000
Other Miscellaneous			
Sale of Property		460,400	460,400
Other		1,804,800	1,804,800
Rents/Commissions		488,000	488,000
Subtotal	67,453,000	29,109,000	96,562,000
Interest Earnings		650,000	650,000
Total of these Funds	67,453,000	29,759,000	97,212,000
Other Funds Not Included		42,877,700	42,877,700
Grand Total Budget	67,453,000	72,636,700	140,089,700

Appropriations Subject
to Limitation



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RESOLUTION AGENDA ITEM TRACKING FORM

Meeting Date (Date Adopted): 8-4-03 Item # 30 Resolution # 2003-223

Vote: Ayes 1-2-4-7 Nays 0 Abstain 0 Absent 3

Change to motion to amend original documents: RESUME Monday Swimming at City Pools

Reso. # On Attachments: — Contract term: — Null/Void After: —

Note on Resolution of Attachment stored separately: —

Direct City Clerk to (circle 1): PUBLISH, POST, RECORD W/COUNTY By: —

Date Sent to Mayor: 8-6-03 Reso. Log Updated:

Date of Mayor's Signature: _____ Seal Impressed: _____

Date of Clerk/CDC Signature: _____

Date Memo/Letter Sent for Signature: _____ See Attached: _____ Date Returned: —

60 Day Reminder Letter Sent on 30th day: _____ See Attached: _____

90 Day Reminder Letter Sent on 45th day: _____ See Attached: _____

Request for Council Action & Staff Report Attached:	Yes <input checked="" type="checkbox"/>	No <input type="checkbox"/>	By <u>—</u>
Updated Prior Resolutions (Other Than Below):	Yes <input type="checkbox"/>	No <input checked="" type="checkbox"/>	By <u>—</u>
Updated CITY Personnel Folders (6413, 6429, 6433, 10584, 10585, 12634):	Yes <input type="checkbox"/>	No <input checked="" type="checkbox"/>	By <u>—</u>
Updated CDC Personnel Folders (5557):	Yes <input type="checkbox"/>	No <input checked="" type="checkbox"/>	By <u>—</u>
Updated Traffic Folders (3985, 8234, 655, 92-389):	Yes <input type="checkbox"/>	No <input checked="" type="checkbox"/>	By <u>—</u>

Copies Distributed to:
City Attorney Code Compliance _____ Dev. Services _____ EDA _____ Finance MIS _____
Parks & Rec. _____ Police _____ Public Services _____ Water _____ Others: Admin.

Notes:

BEFORE FILING, REVIEW FORM TO ENSURE ANY NOTATIONS MADE HERE ARE TRANSFERRED TO THE YEARLY RESOLUTION CHRONOLOGICAL LOG FOR FUTURE REFERENCE (Contract Term, etc.)

Ready to File: _____ Date: _____