



BIENNIAL ADOPTED BUDGET

FY 2025 & 2026

CITY OF REDLANDS
CALIFORNIA



Cover image provided by Bruce Herwig



**CITY OF REDLANDS
BIENNIAL ADOPTED BUDGET
FISCAL YEARS 2025 AND 2026**

CITY COUNCIL

Eddie Tejeda, Mayor
Paul T. Barich, Mayor Pro Tempore

Mario Saucedo
Council Member

Denise Davis
Council Member

Jenna Guzman-Lowery
Council Member

ELECTED OFFICIALS

Jeanne Donaldson, City Clerk
Phillip Doolittle, City Treasurer

APPOINTED OFFICIALS

Charles M. Duggan, Jr, City Manager
Yvette M. Abich Garcia, City Attorney

MANAGEMENT TEAM

Janice McConnell, Assistant City Manager
Chris Boatman, Assistant City Manager
Robert Meteau, Human Resource Director
Tabitha Crocker, Facilities & Community Services Director
Brian Desatnik, Development Services Director
Rich Sessler, Fire Chief
Don McCue, Library Director
Danielle Garcia, Management Services / Finance Director
John Harris, Municipal Utilities and Engineering Director
Rachel Tolber, Chief of Police

BUDGET PREPARATION STAFF

James Garland, Assistant Finance Director
Marie Datuin, Finance Manager
Miriam Valtierra, Management Analyst

*Special thanks
to the
Department Staff
and
Budget Preparation Team*

TABLE OF CONTENTS

**Please click title below for the link to the budget section.*

Budget Message	i	POLICE	245
Redlands City Values	1	Patrol Services Bureau	246
Budget Resolution	3	Communications	248
Budget and Finance Policies	7	Support Services Bureau	251
Summary of the Budget Process	10	Community Services Bureau	255
Fund Descriptions	14	Special Services Bureau	259
Organizational Chart	19	Asset Forfeiture and Grants	265
		Supplemental Law Enforcement	268
FINANCIAL PLANS AND SUMMARIES	21	FIRE	269
General Fund Budget Summary	22	Suppression	271
Four-Year Budget Outlook	26	Community Risk Reduction	276
Loans Outstanding	27	Training	280
Schedule of Adopted Reserves	29	Emergency Preparedness	285
Financial Sources & Requirements by Fund	31	Fire Grants	289
Summary of Financial Sources & Requirements	61	Emergency Medical Service	290
		Household Hazardous Waste	299
GANN APPROPRIATIONS LIMIT	63	FACILITIES AND COMMUNITY SERVICES	303
		Administration	304
		Building Maintenance	306
		Streets	309
REVENUES	71	Electrical	309
		Parks	314
		Trees	317
CAPITAL OUTLAY	83	Code Enforcement	319
		Recreation and Senior Services	322
		City Hall – State Street	326
CAPITAL IMPROVEMENT PLAN	89	Animal Services	329
		Facilities and Community Services Grants	332
		Downtown Redlands Business Area	334
SALARY SCHEDULE RESOLUTION	101	Special Districts	336
		Solid Waste	341
		Citrus Groves	348
BASIC SERVICES	139	Cemetery	353
		Redlands Municipal Airport	356
		Equipment Maintenance	361
GENERAL GOVERNMENT	153	MUNICIPAL UTILITIES & ENGINEERING	364
City Council	154	Engineering	366
City Clerk	156	Engineering Grants	370
City Manager	160	Local Transportation	371
Human Resources	177	Measure I (2010)	372
City Attorney	187	PARIS	373
Management Services	190	Transportation Development Act	375
		Park & Open Space Development	376
DEVELOPMENT SERVICES	215	Public Facility Development	377
Economic Development	216	Arterial Street Construction	378
Building and Safety	219	Traffic Signals	379
Land Use Engineering	223	Freeway Interchanges	380
Planning	226	Storm Drain Construction	381
Development Services Grants	230	Water	382
Inclusionary Housing Program	233	Wastewater	390
Successor Agency to the Former RDA	236	Non-Potable	397
LIBRARY	239	GLOSSARY	402





CHARLES M. DUGGAN, JR.
City Manager

City of
REDLANDS

Incorporated 1888

[Table of Contents](#)

35 Cajon Street,
Redlands, CA 92373
909-798-7510
cduggan@cityofredlands.org

**CITY MANAGER'S BUDGET MESSAGE
FY 2025 & 2026**

The City has made significant strides to reinvest in community needs such as public safety, deferred maintenance of public infrastructure, and improvements to overall service levels. To plan responsibly through shifting economic patterns and resulting impacts, this budget prioritizes sustainable investments that set us up for continued stability – from supporting our City workforce through innovative collective bargaining agreements, to multiple-year planning efforts to address long-deferred maintenance needs, to developing strategies to invest in large-scale expenditures for new Police and Fire facilities.

This letter transmits the City Manager's Proposed Biennial Budget for Fiscal Years 2025 and 2026. As in previous years, this budget proposal continues to prioritize and support the efficient delivery of core municipal services in the areas of public safety, quality of life and infrastructure maintenance. It does so by identifying the financial resources needed for the coming two fiscal years while also responsibly anticipating and ensuring the sustainability of resources to meet our community needs in the years ahead.

BACKGROUND

The biennial budget is developed through the collaborative efforts of the City Manager, the Management Team, City Departments, budget preparation staff, the City Council and the public. The process begins in January as long-range fiscal planning guides are updated to serve as the framework for the development of the biennial budget plan for the General Fund.

In February, the City Council convened a Special Budget Priorities Workshop to discuss and set priorities intended to guide the development of the biennial budget for Fiscal Years 2025 & 2026. Following a robust discussion among the Council, City staff and the public, a list of the top ten priorities was established to inform the proposed biennial budget. Other key inputs into the budget development process include the National Community Survey (NCS) report, a report that has been provided annually since 2021. The NCS measures resident satisfaction levels and perceptions about the quality of local government services. These findings also influence the areas of emphasis during budget planning.

In March, departments prepared their budget request in two parts: a minimal operating budget and a list of supplemental funding requests. The first involves preparing a budget for the next two fiscal years that includes only the minimum amount of resources needed to maintain existing service levels, with no additional funding to address new programs, new equipment, or additional employees. The second is to create a list of critical operating, capital, and additional staffing needs that would address deferred maintenance, retire aged and inadequate equipment and facilities, and enhance service levels.

In April, budget requests were compiled and summarized. In early May, department heads presented their budget requests to the City Manager. After assessing the minimal operating needs of each department, each list of supplemental requests was evaluated for its relevance to, first, addressing deferred maintenance and, second, to expanding services, capacity or capital replacement. The Management Team

and I made decisions based on the priorities mentioned above, and weighed these against revenue forecasts, and now submit this budget document on that basis.

The City Manager’s Proposed Biennial Budget for Fiscal Years 2025 and 2026 advances the City Council’s budget priorities by dedicating resources to address Police Department staffing levels, create a full time position for Sustainability & Climate Action, augment existing Code Enforcement staffing levels, carry out improvements to various park facilities, invest in the replacement of aging infrastructure, build a new public safety facility, and address the need to plan for affordable housing stock.

The following sections summarize and provide further detail on the City Manager’s General Fund budgets for FY 2024, 2025, & 2026. Included in these sections is an overview of Measure T spending for FY 2025 & 2026. These sections are followed by a short discussion of other major funds.

FISCAL YEAR 2024 SUMMARY

As the current fiscal year (2024) draws to a close, there are noteworthy differences between the adjusted budget for this period and the 12-Month Estimate. The 12-Month Estimate is prepared for the current fiscal year as it draws to a close and the City begins planning for the next two fiscal years. During the Mid-Biennium Update in November 2023 and the Mid-Year Update in March 2024, the General Fund was thought to require the use of roughly \$8 - 9 million in prior year surplus in order to meet its spending requirements. Before the 12-Month Estimates were prepared by staff, total financial resources for the General Fund were estimated at \$139 million and total financial requirements at \$147 million.

As of May 2024, new revenue forecasts indicate an increase of roughly \$3.6 million in revenues, transfers in, or the use of reserves. This, coupled with a decrease in estimated spending, results in a difference of \$15.4 million between the bottom line in the General Fund from the Adjusted Budget to the 12-Month Estimate.

FY 2024 General Fund Budget Summary		
	2023-24 ADJUSTED BUDGET	2023-24 12 MONTH ESTIMATED
TOTAL AVAILABLE FINANCIAL SOURCES	\$ 139,005,393	\$ 142,671,505
FINANCIAL REQUIREMENTS:		
Total Appropriations	131,254,456	118,287,584
Total Interfund Transfers To Other Funds	15,821,774	16,983,070
TOTAL FINANCIAL REQUIREMENTS	\$ 147,076,230	\$ 135,270,654
USE OF PRIOR YEAR SURPLUS	\$ 8,070,837	\$ -
SOURCES OVER/(UNDER) REQUIREMENTS	-	7,400,851
ENDING FUND BALANCE-UNRESERVED	\$ 28,344,867	\$ 43,816,555

During this fiscal year, the economy continued to experience inflationary pressures not seen for several decades. Price pressures constrain the City's purchasing power, increase its labor costs and increase the costs of borrowing. While year-over-year inflation has dropped from the prior year, inflation has been stubborn and slower than anticipated in its decline. Even so, sales tax revenue estimates have been adjusted upwards by \$400,000 and property tax by \$400,000, and franchise fees and investment income have the largest increases among each revenue category at \$1.9 million and \$1.5 million, respectively.

For the expenditures side, as departments near the end of the first biennial budget that covered FY 2023 & 2024, large capital expenditures that have not yet been initiated are required to be re-budgeted into the new two-year budget. The majority of the difference between the Adjusted Budget amounts for spending and the 12-Month Estimate can be attributed to this process as well as a large amount of salary savings.

FISCAL YEAR 2025 OVERVIEW

The Proposed FY 2025 General Fund Budget represents a continuation of the significant investments made by the Council in the last budget while reflecting a need to manage those investments with cautious optimism, focusing on organizational resilience and providing innovative service delivery. The total General Fund budget is \$127.5 million, an increase of \$9.1 million, or 7.7%, compared to the FY 2024 General Fund Budget when adjusting for carryovers and encumbrances. This is due primarily to increased costs of services, goods and insurance attributed to the effects of inflation, increases in personnel costs due to agreed-upon wage increases and normal payroll growth, continued investments to expand programs and improve public infrastructure, and the addition of several critical positions, including 5 Police Officers.

The proposed budget for FY 2025 advances the City Council's budget priorities by investing in key actionable and time-bound efforts that deliver community services, looks toward the future by addressing climate action and sustainability targets, and furthers critical needs in the areas of infrastructure, quality of life and safety. It also recognizes the importance of our employees and makes adjustments to account for changes in the job market to compensate positions appropriately. This strategy aids in recruitment and retention efforts to ensure high quality services for the public.

Measure T, a local sales tax measure, represents a substantial contribution towards supporting core City services, including public safety & public infrastructure. Since its passage in November 2020, the City has made significant investments in addressing deferred maintenance in the areas of our urban forest, traffic signal infrastructure, community & senior center facilities, public safety facilities and public safety equipment replacement. Measure T has also allowed the City to restore and add positions in the Police Department and Fire Department, as well as in other areas that provide enhanced service levels to the community.

In FY 2025 we look forward to the following Measure T spending plan:

Fiscal Year 2025

	Projected Measure T Sales Tax Revenue	\$20,142,000
Proposed Spending for Fiscal Year 2025		
Ongoing Costs from Service Level Enhancements funded previously by Measure T –		
Police Department: Equipment Leases, IT Services & Contract Services		
Capital leases & contractual services for maintenance (Parks, Streets, Trees)		
Expansion of Recreational & Community Center Programming		
Increased EMS Transfer to cover expanded Fire staffing		
Fire Capital Equipment Leases		
		<u>\$ 3,303,995</u>
Ongoing Costs of Additional Staffing funded previously by Measure T –		
Police Department (31 positions, including 7 police officers)		
Fire Department (9 positions, incl. Battalion Chief, 3 Fire Engineers)		
Facilities & Community Services (15 positions, recreation, maintenance, etc.)		
Library (6 full time & 3 part time, incl. library specialist, maintenance workers)		
		<u>\$ 5,586,376</u>
Costs of New Staffing Added in FY 2025 –		
Police Department (6 positions, including 5 police officers)		
Facilities & Community Services (3 positions, recreation, maintenance, etc.)		
		<u>\$ 1,568,435</u>
One-Time Service Level Enhancements -		
Replace & upgrade various park facilities (Texonia, Community Field, etc)	1,792,891	
Upgrade & enhance Redlands Bowl and Recreation/Senior Center Facilities	710,193	
Address Building & Facilities deferred maintenance	100,000	
Replace aged and outdated maintenance equipment	295,000	
Downtown & Gateway Improvements	90,000	
Police Department specialized IT software, hardware, tools	116,690	
Specialized Law Enforcement equipment	87,500	
Fire Department vehicle purchases	306,285	
		<u>\$ 3,498,559</u>
Ongoing Service Level Enhancements -		
Annual City contribution for Project Homekey Homelessness Solutions grant	1,000,000	
Additional programs for Community & Senior Center Facilities	100,000	
Citywide Sidewalk/ADA Replacement	500,000	
		<u>\$ 1,600,000</u>
Capital Improvement / Additions to Reserves -		
Tree trimming for 25% of City Trees	1,000,000	
Remodel of Fire Station 262	2,160,000	
Fire Department – Apparatus Bay Storage Structure	600,000	
Fire Station Bay Door Replacements	500,000	
Traffic Signal Cabinets & Components	325,000	
		<u>\$ 4,585,000</u>
	Projected Total Measure T Spending	\$ 20,142,365

As you'll note throughout the document, departments have numerous goals that they have outlined in their respective sections. Many of these objectives relate in some way to the City Council budget priorities, while others are more operational and internally focused.

The Proposed FY 2025 General Fund Budget includes adding several key positions, including one new Police Sergeant and four Police Officers that will form a dedicated team focused on homelessness. These officers, together with County employees and the City's Homeless Solutions Manager, will implement strategies to effectively serve and support persons experiencing homelessness within the community and address public concerns about the same without encumbering already limited police resources in patrol operations. Other noteworthy positions include a Police Support Services Supervisor who will be responsible for helping the department comply with new federal and state mandates that have exponentially increased the workload of the Support Services Bureau in the Police Department. As well, a new Senior Community Service Officer (CSO) in the Police Department will assist with the workload and supervision of the existing 10.5 CSO positions, effectively enabling them to focus more on parking enforcement as the City ramps up efforts to improve downtown parking availability.

Other new positions include a Sustainability Coordinator in the Development Services Department that will focus on working to coordinate the implementation of the City's Climate Action Plan that is currently under development. In the Facilities and Community Services Department, three positions are proposed, including a Senior Manager to more efficiently oversee essential services provided to the community and to implement projects more effectively; a Recreation Coordinator to enhance and expand the program offerings of the Community and Senior Centers; and a Building Maintenance Worker to focus on preventative maintenance of the City's expanding inventory of facilities, including the new Citrus Center. The Building Maintenance Division currently has four employees whose charge is to maintain roughly 500,000 square feet of public offices and facilities.

In terms of aging infrastructure and park improvements, the following are several key investments included in the Proposed FY 2025 General Fund Budget: \$425,000 towards traffic signal maintenance, \$150,000 in traffic signal conduit boring, \$170,000 in guard rail repairs, \$125,000 in crosswalk restriping, \$325,000 in traffic signal cabinet and sensor equipment replacement, \$650,000 in parking structure repairs, \$400,000 for the construction of the Ford Park Lower Restrooms, \$1.7 million in renovations for Texonia Park, \$500,000 in City sidewalk and ADA Ramp replacements, and \$105,000 to replace flooring in the Conservatory of the Library, among several other projects.

The Proposed FY 2025 General Fund Budget also includes noteworthy appropriations for expanding recreation programming and special events, restoring adult sports leagues and introductory youth sports programming, instructor-led emergency management training & exercises, the lease purchase of 27 police vehicles, the first payment for the purchase of 100 new tasers to replace outdated equipment for police, and contract code enforcement services to augment existing efforts to investigate public concerns regarding violations of the municipal code by existing commercial and residential properties.

While the Proposed FY 2025 General Fund Budget has incorporated the vast majority of Council and Measure T priorities, choices still had to be made. As a result, there are needs during this fiscal year that were not able to be funded: the design and engineering of a new fire station, the design and engineering

of the expansion of the Animal Shelter facility, additional alley paving projects and additional sidewalk and ADA ramp replacement efforts.

The management team expects to adjust and revise the budget accordingly upon the mid-biennium review, scheduled for spring of 2025.

FISCAL YEAR 2026 OVERVIEW

The Proposed FY 2026 General Fund budget continues with the investments planned in FY 2025. Funding for deferred maintenance, replacing aging infrastructure, contract code enforcement services, and expanding recreation programming continues, along with funding for the positions added during FY 2025.

To address aging infrastructure, the Proposed FY 2026 General Fund Budget includes many of the maintenance and repair programs mentioned above in addition to a total of \$170,000 towards the replacement of playground structures and park furnishings and \$50,000 for downtown State Street renovations to beautify landscaping, planters and bollards.

Other items of note include the continuation of expanded recreation programs, sports, and events; the second payment for the purchase of new tasers for police; and contract code enforcement. The budget also includes the capital replacement of Fire apparatus and equipment (a water tender to supply water in remote areas and a Type 3 Brush Engine for wildfire firefighting – both of which are 20 years old), the addition of the Meridian Gate System to add security to special events and aid in road closures, and the purchase of a heavy-duty dump truck for the Streets Division.

In FY 2026 we look forward to the following Measure T spending plan:

Fiscal Year 2026

Projected Measure T Sales Tax Revenue \$20,763,000

Proposed *Spending* for Fiscal Year 2026

Ongoing Costs from Service Level Enhancements funded previously by Measure T –
 Police Department: Equipment Leases, IT Services & Contract Services
 Capital leases & contractual services for maintenance (Parks, Streets, Trees)
 Expansion of Recreational & Community Center Programming
 Increased EMS Transfer to cover expanded Fire staffing
 Fire Capital Equipment Leases

\$ 4,442,617

Ongoing Costs of Additional Staffing funded previously by Measure T –
 Police Department (31 positions, including 7 police officers)
 Fire Department (9 positions, incl. Battalion Chief, 3 Fire Engineers)
 Facilities & Community Services (15 positions, recreation, maintenance, etc.)
 Library (6 full time & 3 part time, incl. library specialist, maintenance workers)

\$ 5,750,681

Costs of New Staffing Added in FY 2025 –	
Police Department (6 positions, including 5 police officers)	
Facilities & Community Services (3 positions, recreation, maintenance, etc.)	
	<u>\$ 1,631,172</u>
One-Time Service Level Enhancements -	
Replace & upgrade various park facilities (restrooms, lighting, playgrounds)	170,000
Address Building & Deferred Maintenance	250,000
Replaced aged & outdated maintenance equipment	225,600
Police Department specialized tool, software & hardware, equipment	147,386
Downtown Gateway Improvements & Programs	315,557
Fire Vehicles & Equipment	306,285
	<u>\$ 1,414,828</u>
Ongoing Service Level Enhancements -	
Annual City contribution for Project Homekey Homelessness Solutions grant	1,000,000
Citywide Sidewalk/ADA Replacement	500,000
	<u>\$ 1,500,000</u>
Capital Improvement / Additions to Reserves -	
Tree trimming for 25% of City Trees	1,200,000
Fire Department Water Tender replacement	400,000
Fire Department Type 3 Brush Engine replacement	700,000
Police Department – Safety Hall Debt Service	3,730,000
	<u>\$ 6,030,000</u>
	Projected Total Measure T <i>Spending</i> \$ 20,769,298

A major accomplishment in the Proposed FY 2026 General Fund is the set aside of roughly \$3.73 million in funds dedicated to servicing the debt on a new Police Department Safety Hall facility – a once-in-a-generation investment to ensure that law enforcement operations have a facility that is sustainable and well-functioning for decades to come. The existing police facility locations were considered an “interim location plan” in January of 2009. Over the last 15 years, the functional areas of patrol, dispatch, the detainee processing center, and the public counter for police records have been located in one location; the office of the Chief, detectives bureau, administrative services, community services and the support services bureau are in another location; property and evidence is in a third location; and the remainder of police records are in yet a fourth location. These conditions have complicated department operations and invariably caused inefficiencies in day-to-day process, as well as confusion to the public seeking police services. Additionally, the existing facilities have deteriorated over time and now present issues related to safety, health and equal access. Lastly, there is a lack of space within these facilities to share with the public, and that has lead to less than ideal conditions for providing service, especially given the sensitive nature of certain interactions.

The commitment to build a Safety Hall to serve as the Police Department Building was made very clear as Council gave direction to staff over the years to dedicate funds and resources to studying the best course of action. Those efforts culminated with the purchase of 1625 West Redlands Boulevard (formerly the Kmart building) in early 2022 to serve as the future home of Safety Hall. Since then, work has started to plan the facility that will be designed to house all sworn, support, executive and volunteer personnel while accommodating future growth. The City anticipates completing the planning, schematic design, entitlement process, design development, construction documents and plan check processes by the end FY 2025. Construction is planned to commence in FY 2026 and will be debt financed. The cost of the building is estimated at \$85 million. The City intends to contribute \$15 million from reserves to this amount and debt finance the balance over a 40-year period. The first annual debt service payment is included in this fiscal year to initiate repayment as soon as possible to reduce borrowing costs over the life of the debt.

Lastly, and although not specifically included in the FY 2025 or FY 2026 Proposed Budget, the City is also factoring in the design and construction of a new fire station into its long-range financial model. If the design and engineering of the facility is funded in FY 2027, we anticipate the new station will open sometime in FY 2029. If the design and engineering can be funded sooner, at the mid-biennium review in spring of 2025, the fire station may open as soon as FY 2028. Much remains to be seen as FY 2024 comes to a close and the economy progresses along an unknown trajectory.

OTHER FUNDS

While emphasis in this message is placed on the capital improvement projects and service level enhancements funded by the City's General Fund, the services delivered to the community and its residents through the City's Enterprise Funds are of significance as well and warrant discussion here.

In addition to a General Fund Budget of \$119.7 and \$123.7 million in fiscal years 2025 & 2026 respectively, the City's budget includes Enterprise Funds totaling approximately \$80.3 and \$125.4 million for fiscal years 2025 & 2026. In the Water Fund, appropriations for FY 2025 and 2026 total roughly \$43 and \$42.2 million, with about \$15 million dedicated to capital improvement projects (CIP) in FY 2025 and \$14 million dedicated in FY 2026. These projects include plans for a combined total of roughly \$13.5 million of pipeline replacement, expansion of treatment and distribution facilities, laboratory improvements, security improvements, fleet & heavy-duty equipment replacements, and a filter press to dewater sludge at the Hinckley Water Treatment Plant.

In the Wastewater Fund, appropriations total approximately \$18.5 and \$64 million for FY 2025 & 2026, with \$3 million in pipeline replacement budgeted to replace a combined total of roughly 5 to 6 miles of sewer pipeline. It is worth noting that the Wastewater Fund's largest project, the Wastewater Treatment Plant Capital Modifications Phase 2 (~\$45 million) is included in the FY 2026 Proposed Budget request at this time. Municipal Utilities and Engineering staff were notified that the City has been awarded a State Revolving Fund loan in order to finance the construction of the project. The funding process will still take 12 to 24 months to complete. The Clean Water State Revolving Fund is a federal-state partnership that

provides low-cost financing to communities for a wide range of water quality infrastructure projects, including municipal wastewater facilities. The project will completely rebuild the existing facility, which was originally constructed in 1962, and expanded in 1972, 1988 and 2004.

Lastly, in the Solid Waste Fund, annual appropriations total roughly \$18.8 and \$19.3 million for FY 2025 & 2026. Included in these appropriations is approximately \$1.5 million of capital spending in each respective year, representing the purchase of new solid waste collection vehicles to service 3 to 5 additional residential and commercial routes added as a result of new development activity. Large capital investments are on the horizon for the Solid Waste fund, including the construction of a new landfill cell and the implementation of state mandates on zero-emission vehicles and its implication on collection trucks.

Other than the enterprise funds discussed above, another fund also bears examination. With this biennial budget, a new fund is being established – the Inclusionary Housing Fund (Fund 255). This fund is meant to track and record activity (revenue & expenses) related to the City’s in-lieu fee established as a part of Ordinance No. 2959 – an Ordinance Amending Title 18 (Zoning Regulations) of the Redlands Municipal Code by Adding Chapter 18.230 for an Inclusionary Housing Program for the City of Redlands and Resolution No. 8528 – a Resolution Adopting a Fee Schedule for the Inclusionary Housing In-Lieu Fee pursuant to Ordinance No. 2959. Most California jurisdictions have a severe shortage of housing units affordable to low- and very low-income households, and the City of Redlands is no exception. The City’s ordinance requires that a certain percentage of affordable units be provided by housing developers. Payment of an In-lieu fee is one of the alternative means of compliance provided for by the Inclusionary Ordinance. The projected revenues for the first year of this fund total \$1.8 million for FY 2025. A small percentage of these funds will be used initially for the program creation and infrastructure, with the majority of funds intended to directly fund the construction of affordable units. The City is working with Keyser Marston Associates for development and implementation of the program including, but not limited to, the following:

- Preparing Administrative Procedures Manuals to be provided to the developers of apartment and ownership housing projects
- Creating draft agreements between the City and developers of projects that are subject to the Ordinance requirements
- Preparing household income qualification and affordable sales price / rents tables
- Preparing in-lieu fee calculations and annual updates
- Providing technical assistance to developers of projects that are subject to the Ordinance requirements
- Assist in evaluating development projects that propose to use the Government Code Section 65915 et seq. (Section 65915) for a density bonus

ECONOMIC OUTLOOK AND RISKS TO THE BUDGET

Balancing the FY 2025 & 2026 Budgets on recurring revenues proved challenging due to the need to absorb increased costs resulting from higher personnel expenses, the higher cost of goods, services, and insurance, and the reduced pace of revenue growth as the economy begins to cool in response to tighter monetary conditions. The funding of supplemental requests and Council priorities also needed to be included in the funding plans. While shortfalls in the forecast are not ideal, the amount is manageable because the projected ending unassigned fund balance in the General Fund has grown considerably as a result of prior fiscal years with higher than forecasted revenues, salary savings from vacancies and unspent project funds that were not carried over. Thanks to thoughtful long-term financial planning the gap between revenues and expenditures represents drawdown of past revenues for current investments in our community.

General Fund Budget Summary				
	2022-23 AUDITED ACTUAL	2023-24 12-MONTH ESTIMATED	2024-25 CITY MANAGER RECOMMENDED	2025-26 CITY MANAGER RECOMMENDED
TOTAL AVAILABLE FINANCIAL SOURCES	\$ 133,432,112	\$ 142,671,505	\$ 120,341,105	\$ 123,740,012
FINANCIAL REQUIREMENTS:				
Total Appropriations/New Reserves	114,622,187	118,287,584	115,899,075	121,177,389
Total Interfund Transfers To Other Funds	8,937,560	16,983,070	11,642,556	11,997,496
TOTAL FINANCIAL REQUIREMENTS	\$ 123,559,747	\$ 135,270,654	\$ 127,541,631	\$ 133,174,885
USE OF UNASSIGNED FUND BALANCE	\$ -	\$ -	\$ 7,200,526	\$ 9,434,873
SOURCES OVER/(UNDER) REQUIREMENTS	9,872,365	7,400,851	-	-
ENDING FUND BALANCE-UNASSIGNED	\$ 36,415,705	\$ 43,816,556	\$ 36,616,030	\$ 27,181,157

The City’s financial health is projected to remain strong in fiscal years 2025 and 2026. However, the US economy’s outlook remains uncertain for the near future. Fluctuating key indicators lead many experts to draw mixed conclusions regarding the economy’s future course. In order to better understand this complex economic climate, the City reviews economic analyses from various sources including the City’s sales and property tax consultants, HdL Companies, and the UCLA Anderson School of Business economic forecasts. Certain data suggests that inflation will remain persistent in the year ahead and this is likely to delay any reductions in interest rates. The general economy on a state and national level has remained positive based on economic benchmark measurements such as Gross Domestic Product, median home values, and sales tax data. Most experts do not view a recession as a foregone conclusion; however, the City recognizes that certain choices by national policymakers in the months ahead could influence the economic cycle negatively.

While uncertainty remains with regard to future economic conditions involving inflation, consumer spending and housing costs, more concrete challenges continue to be present in the City’s fiscal picture. The following are unfunded needs that have not been considered or included in the City Manager’s Proposed Biennial Budget for Fiscal Years 2025 and 2026.

- The current collective bargaining agreements in place with the City's nine (9) bargaining units expire at the close of FY 2026 (June 30, 2026). The financial impact of future labor negotiations remains unknown at this time. Staff have analyzed possible costs associated with bargaining scenarios and expect the impacts to be in the millions in terms of added costs for the General Fund.
- The City Manager's Proposed Biennial Budget for Fiscal Years 2025 and 2026 assumes no additional personnel, capital or operating spending above and beyond that already included in the budget and for the next four years of its long-term financial forecast.
- As noted in the summaries for FY 2025 & 2026, key priorities remain unfunded in this budget, including the design and engineering of a new fire station, the design and engineering of the expansion of the Animal Shelter facility, additional alley paving projects and additional sidewalk and ADA ramp replacement efforts.

No budget summary would be complete without acknowledging the presence of risks to the forecast. The City Manager's Proposed Biennial Budget for Fiscal Years 2025 and 2026 represents a carefully designed set of plans for financial management during this budget cycle but plans invariably change. That said, the City's budget is built with resiliency in mind to accommodate shifts in spending or revenues. However, there are some risks that loom larger than others. The following is a partial list of such risks.

- The likelihood that interest rates will remain higher for longer persists and interest-sensitive consumer spending may be affected. This may hamper economic activity more than anticipated and lead to a near term recession, thus negatively impacting revenue forecasts.
- The City is self-insured and the budget for payout of claims and lawsuits is based on an average and considers other factors known at the time the budget is developed. There is a risk that litigation and claim payouts exceed this figure.
- The possible lowering of the CalPERS discount rate from 6.8% and modifications to the mortality and investment risk assumptions could worsen the already steep growth in retirement benefit costs for cities. In years when the fund underperforms, the City's unfunded liability grows and in years when the fund overperforms, CalPERS has implemented a policy to reduce the discount rate (thereby raising the City's current costs for retirement plans).

CONCLUSION

The City's biennial budget covering fiscal years 2025 and 2026 invests in community priorities and continues the robust City services that the community expects through balanced, innovative fiscal strategies. This budget allows the City to continue providing high-quality municipal services while adding and expanding programs that reflect the changing times. We are also looking beyond this current budget horizon, with major investments in infrastructure and public facilities that will be enjoyed, not just by current residents, but by future generations. The City has thrived in many areas and is fortunate not to be in the cost reduction mode that many other local governments face, but we will need to continue being resourceful and creative in the way we invest in current services, operations and infrastructure while adapting to the needs of the community.

I want to express my personal thanks to the department heads, their staff, and budget team for their diligent efforts and working together to develop budgets that reflect the needs of their individual departments and their direct service delivery to the City's residents and businesses. A special note of thanks and appreciation should go to the members of the Finance Division staff for their excellent performance in gathering, analyzing and presenting information clearly and accurately during the biennial budget process. Finally, I would be remiss if I did not also make note of the significant and extraordinary efforts our City employees make each and every day delivering the many services and programs that contribute to the overall quality of life in our community. With the City Council's leadership and the help of our community, we can continue to maintain strong fiscal stewardship while ensuring our budget and financial policies reflect spending consistent with the community's values and priorities.

Respectfully submitted,

Charles M. Duggan Jr.

Charles M. Duggan, Jr., City Manager
City of Redlands



Redlands City Values

Redlands City Council, Clerk, and Treasurer, plus all other City employees and volunteers, commit to these values:

WE STRIVE FOR EXCELLENCE AND ARE INNOVATIVE:

We aim to deliver the best service possible and measure quality outcomes and results. We strive to exceed expectations and to bring out the best in each other. We are flexible and adapt to the ever-changing needs of our community. We seek traditional as well as non-traditional solutions and embrace creativity.

WE ARE FISCALLY RESPONSIBLE:

We take seriously financial stability and our stewardship in carefully managing and constantly ensuring the best use of all public funds and other resources.

WE SEEK SUSTAINABILITY:

We pursue sustainability as the key to optimal use of all resources. We measure progress through improvement to the health and well-being of our residents, environment, and local economy.

WE ARE RESPONSIVE:

As public servants we exist to serve Redlands citizens and to exceed expectations. That is and should always be our constant focus. We listen, are empathetic and take appropriate action. We pursue good and timely solutions, and are alert to modifying strategies in response to unintended consequences.

WE ARE FAIR, HONEST, AND ACT WITH INTEGRITY:

We align our values, words and actions. We are honorable, trustworthy and sincere. We consistently go not just beyond the legal minimum to do what is right, but strive for the highest moral and ethical behavior.

WE ARE ACCOUNTABLE AND MAKE SOUND DECISIONS BASED ON CLEAR RATIONALE:

We take responsibility for our decisions and actions. We are accountable to our community and to each other so that future generations will have as many opportunities available to them as we do today. We encourage and practice servant leadership.

WE TREAT EVERYONE WITH RESPECT:

We acknowledge the dignity of every employee, citizen, resident, and visitor in our City. We work actively to eliminate barriers to full participation in community life. We conduct City business with courtesy, civility, and respect.

WE EMBRACE DIVERSITY AND INCLUSIVENESS:

We value the strengths that result from varied experiences, ideas and perspectives. Our collective histories, both employee and citizen, and natural setting create the fabric that makes Redlands a special place to live, work, and play.

WE COMMUNICATE OPENLY, CLEARLY AND FREQUENTLY:

We seek shared understanding with our community and across City organizations. We are engaged and our interactions are meaningful. We engage in participatory governance and transparent processes. We strive to create a culture of collaboration that encourages innovation, sharing of resources, and jointly shared accountability for results.

WE TAKE PLEASURE IN THE WORK WE DO:

While maintaining a professional environment, we recognize the importance of building and maintaining an enjoyable workplace that will attract and retain quality employees. We value a sense of humor and remember not to take ourselves too seriously.



(This page intentionally left blank)

RESOLUTION NO. 8598

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF REDLANDS
ADOPTING THE BIENNIAL BUDGET OF THE CITY OF REDLANDS FOR
THE FISCAL YEAR ENDING JUNE 30, 2025 AND ENDING JUNE 30, 2026

WHEREAS, the proposed two-year budget of the City of Redlands for the Fiscal Years beginning July 1, 2024 and ending June 30, 2025, and beginning July 1, 2025 and ending June 30, 2026, consisting of one volume entitled "Proposed Biennial Budget for Fiscal Years 2025 and 2026", has been made available to the public and City Council on May 17, 2024, presented and reviewed at a special City Council meeting on May 20, 2024 and presented for review, consideration, and adoption at the regular City Council meeting of June 4, 2024; and

WHEREAS, the City Council has given careful consideration to the adoption of a budget and financial plan for the use of funds for Fiscal Years 2025 and 2026 as set forth in the entitled "Proposed Biennial Budget for Fiscal Years 2025 and 2026" and including any modifications, revisions, and/or corrections made and approved by the City Council, which are incorporated here by reference as though fully set forth herein, and together constitute the "Adopted Biennial Budget for Fiscal Years 2025 and 2026".

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF REDLANDS AS FOLLOWS:

Section 1. The biennial budget for the City of Redlands for Fiscal Years beginning July 1, 2024 and ending June 30, 2025 and beginning July 1, 2025 and ending June 30, 2026 prepared and submitted to the City Council by the City Manager and on file in the Office of the City Clerk, the A. K. Smiley Public Library and the Redlands Community Center, as modified and amended by the City Council, is hereby adopted as the biennial budget for Fiscal Years 2025 and 2026, on the basis of the totals set forth in each of the budgets contained therein by program, division and/or department.

Section 2. At the conclusion of fiscal year ending June 30, 2024, certain purchase orders will exist as Outstanding Encumbrances representing contractual obligations of previously budgeted funds. In addition, budgeted funds for certain items or projects in various stages of acquisition or development have previously been approved or will be approved or will be approved by the City Council to be carried forward to fiscal year 2025 as Continuing Appropriations. The Outstanding Encumbrances and Continuing Appropriations shall be deemed to be re-budgeted as an addition to the budget amounts previously set forth in this resolution.

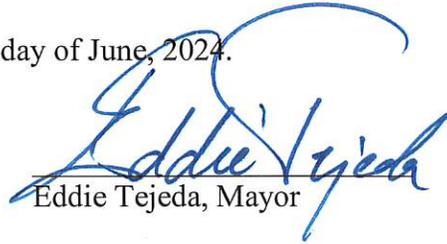
Section 3. At the conclusion of fiscal year ending June 30, 2025, certain purchase orders will exist as Outstanding Encumbrances representing contractual obligations of previously budgeted funds. In addition, budgeted funds for certain items or projects in various stages of acquisition or development have previously been approved or will be approved or will be approved by the City Council to be carried forward to fiscal year 2026 as Continuing Appropriations. The Outstanding Encumbrances and Continuing Appropriations shall be deemed to be re-budgeted as an addition to the budget amounts previously set forth in this resolution.

Section 4. The approved budgets for individual grants remain as authorized appropriations for the individual grants until the grant is completed or expires. Any unexpended authorized appropriation for each grant and the corresponding revenue budget is automatically carried over from fiscal year to fiscal year until the funds of the individual grant are expended, the grant expires, or the grant is canceled by the City Manager.

Section 5. The City Manager shall have authority to adjust the appropriations within each fund, provided however, that the total appropriations within each fund do not exceed the amounts approved in this budget resolution or future amendments to the budgeted amounts. The City Manager may delegate said authority to the Management Services/Finance Director, Assistant Finance Director, or Finance Manager. Said adjustments of the appropriations for each department or activity shall be made only upon written request to the Management Services Department, the form of which shall be prescribed by the Management Services/Finance Director.

Section 6. This Resolution shall become effective immediately upon its passage.

ADOPTED, SIGNED AND APPROVED this 4th day of June, 2024.



Eddie Tejada, Mayor

ATTEST:



Jeanne Donaldson, City Clerk

I, Jeanne Donaldson, City Clerk of the City of Redlands, hereby certify that the foregoing resolution was duly adopted by the City Council at a regular meeting thereof held on the 4th day of June, 2024, by the following vote:

AYES:	Councilmembers Barich, Davis, Guzman-Lowery, Saucedo; Mayor Tejada
NOES:	None
ABSENT:	None
ABSTAINED:	None



Jeanne Donaldson, City Clerk

(This page intentionally left blank)

BUDGET AND FINANCE POLICIES

The following policies focus on City of Redlands budget and finance activities. They are intended to serve as a foundation for successful management of the City's financial resources. The City is already in compliance with many of these policies, while others may take more time to implement.

I. GENERAL POLICIES

1. The City organization will implement the City Council's goals, objectives, and policies through a service delivery system financed by the Operating and Capital Budgets.
2. The relationship between the Operating and Capital Budgets will be explicitly recognized and incorporated into the budget process. Based on available resources, the City Council will make available sufficient funds to provide municipal operating services and maintenance or enhancement of fixed assets needed to support public demand for City services.
3. The City will work to improve customer service and the productivity and performance of its programs and employees, and will seek ways to eliminate duplicative functions within the city government and between the City of Redlands and other public agencies in the community. A reporting mechanism based on clear performance measures, return on investment, and highlighting the service efforts and accomplishments of the City's major services will be developed.
4. Whenever feasible, the cost to the government of providing services will be fully recovered by user fees. As mandated by Generally Accepted Accounting Principles (GAAP), Enterprise funds will be used when legal requirements or management policy requires the full cost of providing services to customers outside the organization, including capital, be recovered through fees and charges. Fiscal accountability for Enterprise Funds will be in accordance with the City's Enterprise Fund Policy, Resolution No. 7318. Internal Service Funds are designed to function as cost-reimbursement funds for services provided to other funds or departments of the primary government. Enterprise and Internal Service funds shall be self-supporting.
5. All current operating expenditures will be paid for with current revenues.
6. Adequate reserves will be maintained and all known liabilities will be identified and reported consistent with Generally Accepted Accounting Principles. In addition to maintaining a "Reserve for Contingency" (Committed Fund Balance), the City may establish "reserves" (Assigned Fund Balance) for special purposes, including, but not limited to, unanticipated staff retirements, certain types of overtime, and equipment purchases.
7. Efforts will be coordinated with other governmental agencies to achieve common policy objectives, share the cost of providing governmental services on an equitable basis, and support favorable legislation at the state and federal level.
8. City expenditure and revenue analyses shall include, at minimum, a three year projection.
9. The City will seek out, apply for, and effectively administer federal, state, local, and other grants or assistance that address the City's current priorities and policy objectives.
10. The public shall be afforded appropriate opportunities for comment on all City financial activities consistent with current ordinances and other laws and regulations.

BUDGET AND FINANCE POLICIES (cont.)

II. REVENUE POLICIES

1. The City will build and maintain a diversified and stable revenue system to shelter it from short-run fluctuations in any one source.
2. The City will follow an aggressive policy of collecting all revenues, and will report periodically on progress achieved.
3. The City will establish all user fees and charges at a level related to the full costs (operating, direct, indirect and capital) of providing the service, or provide justification for any level less than this amount. The City will review fees/charges periodically.
4. The City will review market rates and charges levied by other municipalities of similar size for like services when establishing rates, fees and charges.
5. Revenues will be conservatively estimated.

III. EXPENDITURE POLICIES

1. The City shall operate on a balanced budget in accordance with the Fund Balance Policy, Resolution No. 7346.
2. The City shall take immediate corrective actions if at any time during the fiscal year expenditure and revenue re-estimates are such that an operating deficit is projected at year-end. Corrective actions can include a hiring freeze, expenditure reductions, fee increases, or other options. Inappropriate expenditure deferrals into the following fiscal year, short-term inter-fund loans, or use of one-time revenue sources for other than one-time expenditures shall be avoided.
3. The City Manager shall undertake periodic staff and third-party reviews of City programs for both efficiency and effectiveness. Privatization and contracting with other governmental or other agencies will be evaluated as alternatives to service delivery. Programs that are determined to be inefficient and/or ineffective shall be reduced in scope or eliminated.
4. The City shall make every effort to maximize any discounts offered by creditors/vendors.
5. Staff shall use competitive bidding, in accordance with the City's Purchasing Ordinance and state law, to attain the best possible price on goods and services.

IV. FUND BALANCE POLICIES

General Fund:

1. In accordance with the City's Fund Balance Policy, Resolution No. 7346, fund balance will be categorized for annual financial statement reporting purposes as required by Government Accounting Standards Board (GASB) 54 into the following five categories: Nonspendable, Restricted, Committed, Assigned and Unassigned (terminology used in the Budget does not specify the categories used in reporting purposes, but uses the familiar "reserved" and "unreserved" fund balance).
2. As recommended by the Government Finance Officers' Association, the City will establish a General Fund Ending "Unreserved" (Unassigned) Fund Balance of no less than a) 5% - 15% of regular general fund operating revenues, or b) no less than 1 – 2 months of regular general fund operating expenditures.

BUDGET AND FINANCE POLICIES (cont.)

3. The General Fund “Unreserved” (Unassigned) Fund Balance, including the Fund Balance “Reserved for Contingency” (Committed Fund Balance), and other reserves (Assigned Fund Balance) will be approximately twenty-five (25%) of general fund operating expenditures. “Reserves” (Committed and Assigned Fund Balance) for the General Fund will be funded at the minimum percentages established by the Fund Balance Policy. Additional funding of “reserves” may be made by the City Council in accordance with the Policy.
4. “Reserves” for encumbrances will be established at the end of every fiscal year to designate fund balance in the amount equal to the City’s unpaid obligations and unfinished projects at year-end.
5. Funding levels of General Fund “reserves” will be reviewed during periods of economic stagnation to avoid reductions in operating service levels.
6. Appropriations or use of funds from any “reserves” will require City Council action in accordance with the Fund Balance Policy.

V. CAPITAL IMPROVEMENT PLAN (CIP) POLICIES

1. The City will develop a multi-year plan for capital improvements, update it annually and make capital improvements in accordance with the plan. If mid-year revisions to the plan are necessary, these will be brought to the City Council for review and approval.
2. The City will maintain its physical assets at a level adequate to protect the City’s capital investment and to minimize future maintenance and replacement costs. The budget will provide for adequate maintenance and orderly replacement of capital assets from current revenues where possible.
3. Capital projects will conform to the following criteria:
 - A. will be part of an approved City plan;
 - B. will be part of an adopted maintenance/replacement schedule;
 - C. will minimize operating costs; and
 - D. will be selected according to the established Capital Improvement Plan.
4. The capital budget process will work in conjunction with the regular operating budget process. CIP projects will be flagged as funded or unfunded depending on whether or not the forecasted operating budget can support or fund the project. All funded CIP projects will be included in the operating budget for the current budget year.

VI. ANNUAL AUDIT

1. The City will require an annual audit by a qualified independent accountant of the books of account, financial records, inventories and reports of all City officers and employees involved in the handling of financial matters.
2. Selection of an independent auditing firm will be made by the City Council following a competitive proposal process. It is the policy of the City that the most qualified firm is selected and therefore the lowest cost approach is not the defining method of selecting an auditing firm. Among equally qualified firms, cost may be considered a determining factor in selection and award of contract.
3. The City shall issue a Request for Proposal for audit services at least every five years, and at that time, will consider rotation of audit firms, or at minimum, rotation of audit partners from the same firm.

SUMMARY OF THE BUDGET PROCESS

BUDGET PROCESS

The City of Redlands transitioned to a biennial budget starting fiscal years 2022-23 and 2023-24. The objective for this move to biennial budgeting is to provide the City Council and City management a longer budgeting horizon as well as to provide efficiencies regarding staff time required for the development and adjustments to the budget. Each individual fiscal year is reviewed during the Mid-Year review as well as a Mid-Biennium process, which is conducted to review the results of the first year of the biennium and adjust the second year based on those results.

MID-YEAR REVIEW AND PROJECTIONS

The City of Redlands Finance Department reviews the budget-to-actual performance of the City's revenues after the first half of each fiscal year (January 31) to determine whether the current fiscal year's revenue projections need to be adjusted. In the event the review shows that revenue projections may not be met, the City Manager would discuss a reduction in expenditures with department heads.

Even numbered years – The Finance Department develops revenue projections for the upcoming biennium budget, incorporating the most recent budget-to-actual revenue results and current economic information and legislation changes that may affect revenue sources. The City Manager reviews these revenue projections, as well as fund balance projections, to incorporate these into a budget strategy for the new biennium budget.

Odd numbered years – During the first year of the biennium budget, the budget may be amended by City Council prior to fiscal year-end to align with the changes made throughout the year. At this time, if revenue projections for the second year of the biennium budget need to be adjusted the City Council may change these through Council action.

BUDGET AMMENDMENTS

Following the Mid-Year Review, the City Council will amend the budget, if necessary. If revenue projections, as revised, appear sufficient to fund the originally budgeted expenditures, no changes will be made. If the revised revenue projections reflect that resources will no longer be adequate to cover the budgeted expenditures, department heads will be directed to make reductions from the original budgeted amounts.

In the event that revenue is significantly higher the original projections, the City Manager may consider recommendations to use those resources to fund additional projects and/or services. These expenditures are noted for a budget adjustment at Mid-Year or Mid-Biennium as appropriate.

After the City Manager's review of the budget status at Mid-Year, a proposed budget adjustment will be submitted to City Council, if warranted.

Towards the end of the of the first fiscal year of the biennium budget, the City Council and staff conduct the Mid-Biennium Review. Once again, revenue projections are reviewed and revised, as appropriate, based on year-to-date revenues and other relevant factors. In January of the second fiscal year of the biennium budget, the Mid-Year Review of revenues is conducted in the same manner as during the first fiscal year.

After completion of the Mid-Year Review in the second fiscal year of the biennium budget, the full budget process will begin again.

During the fiscal year, the City Council may, at their discretion, authorize amendments to the budgeted revenues and expenditures and the amendments are input into the automated budget system. In addition, the City Manager is authorized to transfer budgeted amounts between departments within any fund. However, revisions that alter the total expenditures of any fund must be approved by the City Council.

SUMMARY OF THE BUDGET PROCESS (cont.)

BUDGET FORMAT

The budget document is organized by the major departments of the City of Redlands. Each section is further subdivided into organizational units referred to as divisions, programs or funds. Each unit represents a service or activity and emphasizes program planning, evaluation, resource allocation and financial management. At the beginning of each major unit presented, a narrative is provided. It includes a description of the unit, sustainability efforts, goals and objectives, listing of prior year accomplishments and significant program changes, if applicable.

BASIS OF ACCOUNTING

The underlying accounting system of the City is organized and operated on the basis of separate funds, each of which is considered to be a separate accounting entity. The operations of each fund are accounted for with a separate set of self-balancing accounts that comprise its assets, liabilities, fund equity, revenues and expenditures or expenses, as appropriate. Governmental resources are allocated to and accounted for in individual funds based upon the purposes for which they are to be spent and the means by which spending activities are controlled.

Governmental Funds

Governmental funds are presented using the *modified-accrual basis of accounting*. Their revenues are recognized when they become *measurable* and *available* as net current assets. *Measurable* means that the amounts can be estimated, or otherwise determined. *Available* means that the amounts are collected during the reporting period or soon enough thereafter to be available to finance the expenditures accrued for the reporting period. The City uses an availability period of 60 days.

Sales taxes, property taxes, franchise taxes, gas taxes, motor vehicle in lieu, transient occupancy taxes, grants and interest associated with the current fiscal period are all considered to be susceptible to accrual and so are recognized as revenues in the fiscal period to the extent they are normally collected within the availability period. Other revenue items are considered to be measurable and available when cash is received by the government.

Governmental funds are presented using the *current financial resources measurement focus*. This means that only current assets and current liabilities are generally included on their balance sheets. The reported fund balance (net current assets) is considered to be a measure of “available spendable resources.” Governmental fund operating statements present increases (revenues and other financing sources) and decreases (expenditures and other financing uses) in net current assets. Accordingly, they are said to present a summary of sources and uses of “available spendable resources” during a period.

Non-current portions of long-term receivables due to governmental funds are reported on their balance sheets in spite of their spending measurement focus. Special reporting treatments are used to indicate, however, that they should not be considered “available spendable resources,” since they do not represent net current assets. Recognition of governmental fund type revenue represented by non-current receivables is deferred until they become current receivables. Non-current portions of other long-term receivables are offset by fund balance reserve accounts.

Because of their spending measurement focus, expenditure recognition for governmental fund types excludes amounts represented by non-current liabilities. Since they do not affect net current assets, such long-term amounts are not recognized as governmental fund type expenditures or fund liabilities.

Amounts expended to acquire capital assets are recorded as *expenditures* in the year that resources were expended, rather than as fund assets. The proceeds of long-term debt are recorded as *other financing*

SUMMARY OF THE BUDGET PROCESS (cont.)

sources rather than as a fund liability. Amounts paid to reduce long-term indebtedness are reported as fund expenditures.

Proprietary and Fiduciary Funds

The City's enterprise and internal service funds are proprietary funds. Proprietary and fiduciary funds are presented using the *accrual basis of accounting*. Revenues are recognized when they are earned and expenses are recognized when the related goods or services are delivered. Proprietary funds are presented using the *economic resources measurement focus*. This means that all assets and all liabilities (whether current or non-current) associated with their activity are included on their balance sheets. Proprietary fund type operating statements present increases (revenues) and decreases (expenses) in total net assets.

Proprietary fund operating revenues, such as charges for services, result from exchange transactions associated with principal activity of the fund. Exchange transactions are those in which each party receives and gives up essentially equal values. Non-operating revenues, such as subsidies, taxes, and investment earnings result from non-exchange transactions or ancillary activities. Amounts paid to acquire capital assets are capitalized as assets in the proprietary fund financial statements, rather than reported as expenditures. Proceeds of long-term debt are recorded as a liability in the proprietary fund financial statements, rather than as other financing source. Amounts paid to reduce long-term indebtedness of the proprietary funds are reported as a reduction of the related liability, rather than as expenditure.

Agency funds are custodial in nature (assets equal liabilities) and do not involve the recording of City revenues and expenses

SUMMARY OF THE BUDGET PROCESS (cont.)

BUDGET CALENDAR

The biennium budget process commences in January with the preparation for distribution of various budget materials and instructions by the Finance Department. Requested budgets are then submitted by the Departments to the Finance Department in March or April.

In May, the City Manager, Department heads, and other key staff attend a workshop to review their budget submissions including both revenue assumptions and expenditures requests. Upon completion of these workshops, the proposed budget is prepared, presented to the budget subcommittee for review and recommendations, then distributed to the City Council and made available to the public.

Subsequent to distribution of the proposed budget, it is discussed with the City Council at one or more public meetings.

Below is the calendar used for the current Adopted Budget:

Finance meeting with departments and distribution of budget documents	March 11
Complete department budget packets due to Finance	April 1 - 8
Finance review of department submissions	April 9 – April 30
Departments to meet with City Manager	May 1 - 2
Proposed budget distribution to City Council (no presentation, distribution only)	May 17
City Council Budget Workshop with Department Presentations	May 20
Measure T Oversight Committee Presentation & Discussion	May 22
Regular City Council Meeting Budget Presentation, Discussion and Adoption	June 4

FUND DESCRIPTIONS

The resources of the City of Redlands are allocated to and accounted for in various funds based upon the purposes for which the funds are to be spent and the means by which spending activities are controlled. Below are brief descriptions of the various funds used.

GOVERNMENTAL FUNDS are used to account for the financing of most of the City's governmental functions. The City uses four types of governmental funds: General Fund, Special Revenue Funds, Debt Service Funds and Capital Project Funds.

- General Fund (101) – The operating fund of the City used to account for all activities, except those required to be accounted for in another fund.

SPECIAL REVENUE FUNDS are used to account for the proceeds of specific revenue sources that are restricted to expenditures of specified purposes.

- Governmental Grants (200) – To account for the receipt and expenditure of grant monies received from various agencies for general government projects.
- Emergency Service Fund (205) – To account for the collection of a special property tax to be spent on paramedic services.
- Household Hazardous Waste Fund (206) – To account for revenue collected and expenditures made to properly dispose of household hazardous waste.
- Gas Tax Fund (207) – To account for the receipt and subsequent expenditure of the City's share of the State levied tax on gasoline and other vehicle fuels.
- Local Transportation Fund (209) – To account for the receipt and expenditure of street improvement and road construction funds from various sources including projects financed by State grant activity.
- Measure I Fund (2010) (210) – To account for “new” revenues resulting from a voter-approved renewal of a half-cent retail transaction and use tax, to be used for transportation improvements and traffic management programs.
- Pavement Accelerated Repair Implementation Strategy (PARIS) (211) – To account for the expenditures of the Pavement Accelerated Repair Implementation Strategy (PARIS) program.
- Air Quality Improvement Fund (221) – To account for the collection and subsequent expenditure of AB2766 (District Fees to Implement the California Clean Air Act) monies to be used for pollution reduction.
- Traffic Safety Fund (223) – To account for the receipt of traffic fines for moving violations within the City limits.
- Open Space Fund (227) – To account for receipt and subsequent expenditure of developer fees collected to acquire open space land in and around the City.
- Downtown Redlands Business Area Fund (236) – To account for various activities and special events with the intent of attracting business to the downtown area.
- Parking Authority Fund (237) – To account for receipt and subsequent expenditure of fees collected as a result of a city-wide authority formed to control parking.
- Public Art Fund (238) – To account for donations and subsequent expenditure on public art installations.

FUND DESCRIPTIONS (cont.)

- Transportation Development Act (241) – To account for the receipt and expenditure of Transportation Development Act revenue received by the City.
- Asset Forfeiture Fund (246) – To account for receipt and subsequent expenditure of various asset seizure monies.
- Supplemental Law Enforcement Fund (249) – To account for receipt and subsequent expenditure of AB1913 monies, which, pursuant to the Citizens’ Option for Public Safety (COPS) Program, must be spent for supplemental law enforcement services.
- Park & Open Space Development Fund (250) – To account for the collection and subsequent expenditure of developer fees levied for the purpose of acquiring and developing land for parks and open space.
- Public Facilities Development Fund (251) – To account for the collection and related expenditure of development impact fees designated for constructing new and upgrading existing public facilities.
- Arterial Street Construction Fund (252) – To account for the collection and related expenditure of development impact fees designated for arterial street construction projects.
- Traffic Signals Fund (253) – To account for the collection and related expenditure of development impact fees designated for traffic signal construction projects.
- Freeway Interchanges Fund (254) – To account for the collection and related expenditure of development impact fees designated for freeway interchange construction projects.
- Inclusionary Housing Fund (255) – To account for the collection and related expenditures of in-lieu fees collected under the Inclusionary housing program which must be utilized for the provision of housing affordable to very low-income, low-income, and moderate-income households.
- Street Lighting District #1 Fund (260) – To account for the maintenance, operation, and service of street lighting facilities financed by assessments collected from landowners within the district.
- CFD 2004-1 Assessments Fund (261) – To account for the maintenance of landscaping in public right-of-way and easements surrounding tracts within the district.
- Landscape Maintenance District Fund (263) – To account for assessments collected from landowners to maintain landscaping in parkways and common areas within the district.

DEBT SERVICE FUNDS are used to account for the accumulation of resources and the payment of principal, interest and related costs of general long term debt.

- General Debt Service Fund (305) – To account for the receipt of property taxes to be used for the retirement of the 1988 General Obligation Measure “O” Open Space Bonds, the 1994 Refunding General Obligation Bonds, the 2003 General Obligation Refunding Bonds This fund also records the payment activity of the 2007 Pension Obligation Bonds.

CAPITAL PROJECTS FUNDS are used to account for resources used for the acquisition or construction of major capital facilities.

- Storm Drain Construction Fund (405) – To account for receipt and subsequent expenditure of developer fees assessed to provide additional storm drains, as required.
- Safety/City Hall Replacement Fund (406) – To track the accumulation and use of resources for constructing, acquiring, and rehabilitating capital assets related to a new Safety/City Hall.

FUND DESCRIPTIONS (cont.)

PROPRIETARY FUNDS are used to account for a government's business-type activities. These funds recover the cost of providing services through fees and charges on those who use their services. There are two types of proprietary funds: Enterprise Funds and Internal Service Funds.

ENTERPRISE FUNDS are used to account for services provided primarily to external customers and legal requirements or management policy require these services, including capital, be fully recovered through fees and charges.

- Water Funds (501-509) – To account for water utility operations, projects, debt service costs, and impact fees of the City.
- Solid Waste Funds (511-519) – To account for refuse disposal collection operations, projects, debt service costs, and impact fees of the City.
- Wastewater Funds (521-529) – To account for wastewater utility operations, projects, debt service costs, and impact fees of the City.
- Non Potable Water Funds (531-539) – To account for non potable water utility operations, projects, debt service costs, and impact fees of the City.
- Groves Fund (538) – To account for the farming operations of citrus groves owned by the City.
- Cemetery Fund (562) – To account for the operations of Hillside Memorial Park Cemetery.
- Redlands Municipal Airport Fund (564) – To account for the operations of the Redlands Municipal Airport.

INTERNAL SERVICE FUNDS are used to account for services provided to other funds, departments, or agencies of the government. Costs are allocated to the benefitting funds in the form of fees and charges in order to recover the full cost of providing the services.

- Liability Self-Insurance Fund (602) – To account for the City's self-insured general and automobile liability programs, which are provided to all City departments and funds.
- Information Technology Fund (604) – To account for the general maintenance and service of all City computers and phone equipment provided to all City departments.
- Worker's Compensation Fund (606) – To account for the City's self-insured Workers' Compensation and General Safety Programs, which are provided to all City departments and funds.
- Equipment Maintenance Fund (607) – To provide ongoing maintenance of all City vehicles and major equipment and to account for vehicle rental services to all City departments.
- Utility Billing Fund (608) – To account for billing services costs provided for water, sewer, and solid waste.
- Payroll Clearing Fund (609) – To account for the City's reoccurring payroll obligations.

FIDUCIARY FUNDS account for assets held in a trustee or agency capacity for outside parties, including individuals, private organizations and other government.

- Simonds Parkway Endowment Fund (705) – To account for the monies endowed by Priscilla Alden Simonds to the City for the Simonds Parkway.

FUND DESCRIPTIONS (cont.)

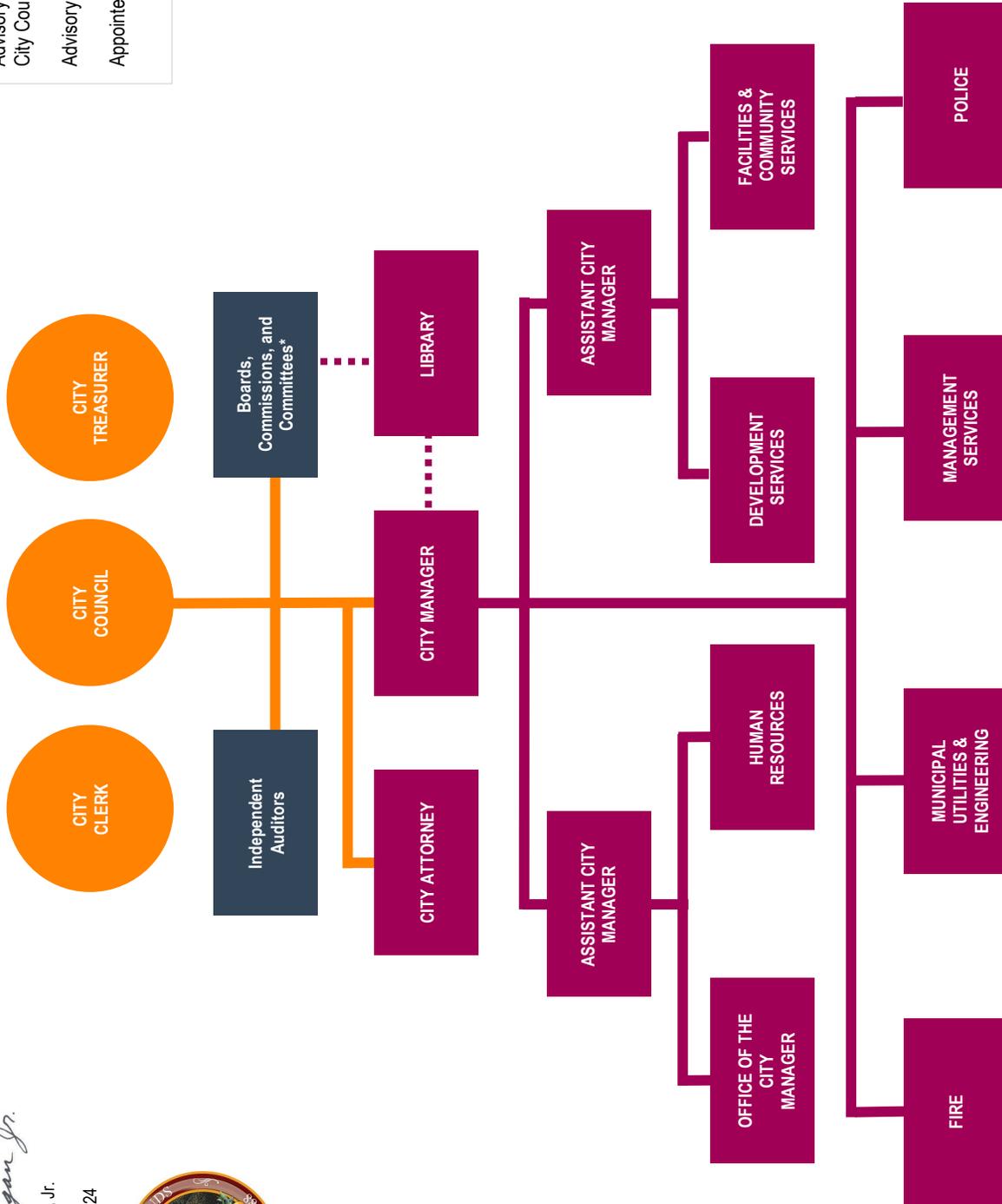
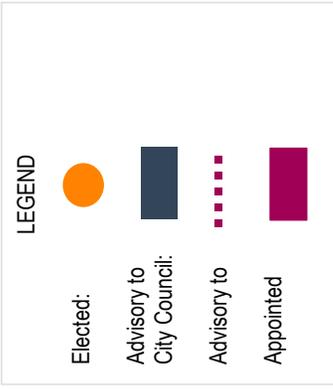
- Pauline Stancliff Memorial Trust Fund (706) – To account for the monies gifted by Pauline Stancliff to the City for benefit of the Joslyn Senior Center.
- Community Facility District Fund (810) – To account for the collection and subsequent expenditure retained for various community facility districts.
- Successor Agency to the Former Redevelopment Agency Fund (820) – To account for the collection and subsequent expenditure of successor agency monies.

(This page intentionally left blank)

City of Redlands, CA
Organizational Chart
Approved By:

Charles M. Duggan, Jr.

Charles M. Duggan, Jr.
City Manager
Effective July 1, 2024





INTRODUCTION TO FINANCIAL PLANS AND SUMMARIES

- Schedule 1 General Fund Budget Summary highlights the components of the General Fund budget including beginning and ending fund balance and illustrates that the budget or funding plan is more than just revenues and expenditures. Reserve requirements, transfers to and from other funds and the beginning fund balance must also be considered.
- Schedule 2 Four Year Budget Outlook – General Fund presents the General Fund’s year-end audited position for fiscal year 2022-23 with estimates for the current year, 2023-24, and three subsequent years (2024-25 through 2026-27).
- Schedule 3 Loans Outstanding identifies the outstanding balance of loans made between funds (Advances Receivable).
- Schedule 4 Schedule of Adopted Reserves lists all reserves of fund balance and retained earnings with the exception of encumbrances. Increases or decreases to reserves require City Council approval.
- Schedule 5 Financial Sources and Requirements by Fund presents the individual funding plan or budget summary for each fund.
- Schedule 6 Summary of Financial Sources and Requirements presents a summary of funding plans for all funds including totals for all City funds’ revenues and appropriations.

SCHEDULE 1

General Fund Budget Summary

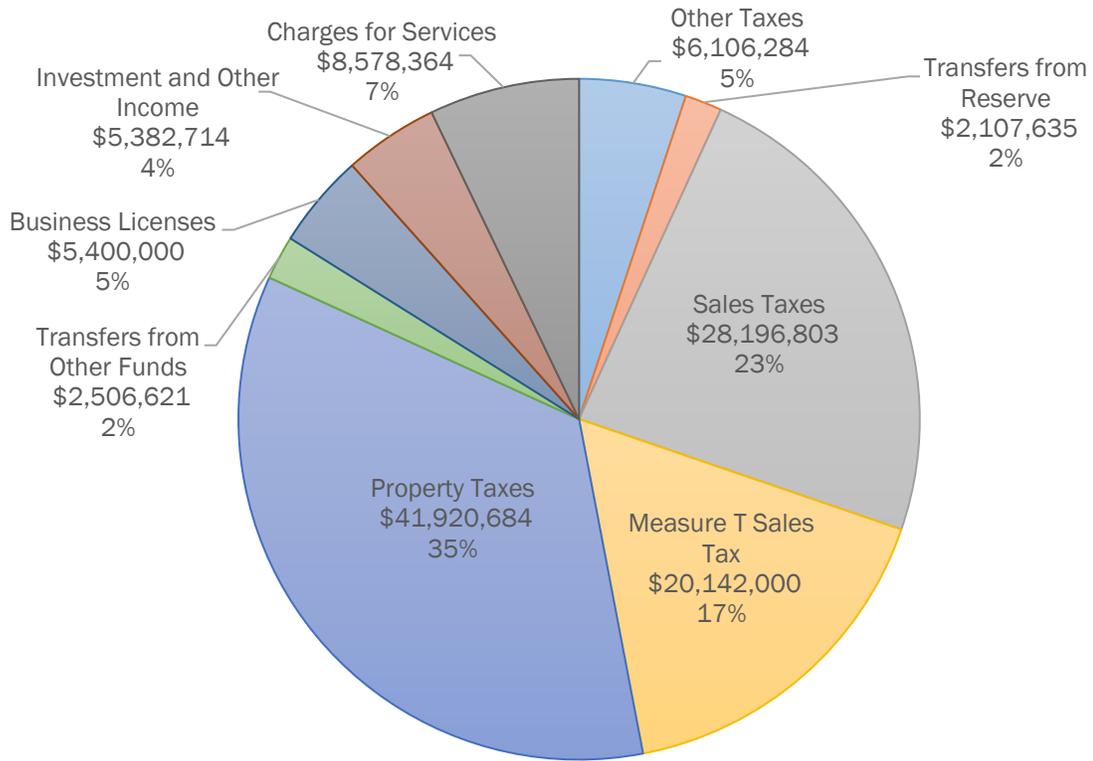
	2022-23 ACTUAL (AUDITED)	2023-24 ADJUSTED BUDGET	2023-24 12 MONTH ESTIMATED	2024-25 CITY COUNCIL ADOPTED	2025-26 CITY COUNCIL ADOPTED
AVAILABLE FINANCIAL SOURCES:					
BEGINNING FUND BALANCE-UNASSIGNED	\$ 26,543,340	\$ 36,415,705	\$ 36,415,705	\$ 43,816,555	\$ 36,616,029
Revenues					
Taxes:					
Property	38,326,753	38,269,622	38,685,320	41,920,684	44,025,917
Sales	28,216,967	28,105,261	28,516,715	28,196,803	28,984,386
Measure T Sales Tax	20,415,886	19,953,000	19,953,000	20,142,000	20,763,000
Franchise	4,487,821	2,567,833	4,499,151	3,276,284	3,726,149
Other-(TOT, Property Transfer, Mining)	3,294,847	2,540,000	2,540,000	2,830,000	2,953,500
Total Taxes	94,742,274	91,435,716	94,194,186	96,365,771	100,452,952
General Government:					
Business Licenses	5,550,894	5,100,000	5,300,000	5,400,000	5,565,000
Motor Vehicle Fees	74,686	65,000	65,000	65,000	65,000
Interfund Charges	4,102,330	4,379,383	4,379,383	4,310,522	4,460,480
Investment Income	275,492	200,000	1,680,325	250,000	250,000
Other	1,172,063	584,600	606,469	757,192	790,662
Total General Government	11,175,466	10,328,983	12,031,177	10,782,714	11,131,142
Charges For Services:					
Development Services	4,037,054	3,439,239	3,206,199	3,712,261	3,823,629
Library	83,541	27,890	19,720	44,200	44,284
Police	827,905	613,723	509,864	707,550	707,550
Animal Services	116,001	214,595	114,441	42,501	43,191
Community Services	597,954	636,015	550,636	676,290	702,779
Fire	444,206	800,222	370,013	435,100	501,300
Facilities	3,305,595	2,819,623	2,830,209	2,196,462	1,428,092
Engineering	1,315,301	1,090,000	829,349	764,000	794,000
Total Charges For Services	10,727,557	9,641,307	8,430,430	8,578,364	8,044,825
Total Revenues	116,645,297	111,406,006	114,655,793	115,726,849	119,628,919
Interfund Transfers from Other Funds:					
Gas Tax (207)	1,820,881	1,884,307	1,971,462	2,003,618	2,103,423
Traffic Safety (223)	135,579	202,000	132,500	127,000	127,000
Water (501)	253,614	282,516	282,516	285,599	288,804
Solid Waste (511)	62,387	57,186	57,186	63,283	64,306
Sewer (521)	26,738	24,508	24,508	27,121	27,560
Information Technology (604)	7,994	-	-	-	-
Total Interfund Transfers From Other Funds	2,307,193	2,450,517	2,468,172	2,506,621	2,611,093
Decreases/Use of to Reserves:					
Reserve for Advances Receivable	135,809	-	-	-	-
Reserve for Prepays	197,266	-	-	-	-
Reserve for Donations	-	-	110,000	-	-
Reserve for PEG Fees	7,357	-	-	-	-
Reserve for Parking Improvements	-	950,000	950,000	650,000	-
Reserve for Maintenance: Bldgs. & Improv.	-	620,000	500,000	-	750,000
Reserve for Unfunded Mandates	-	-	-	850,000	750,000
Reserve for Capital: >\$50,000	421,256	408,332	408,332	-	-
Reserve for Future Facilities	-	6,005,596	6,005,596	-	-
Reserve for Public Benefit	747,431	291,579	700,249	607,635	200,000
Reserve for Encumbrances	12,970,503	16,873,363	16,873,363	-	-
Total Cancellations or Decreases to Reserves	14,479,622	25,148,870	25,547,540	2,107,635	1,700,000
TOTAL AVAILABLE FINANCIAL SOURCES	\$ 159,975,452	\$ 175,421,097	\$ 179,087,209	\$ 164,157,661	\$ 160,556,041

SCHEDULE 1

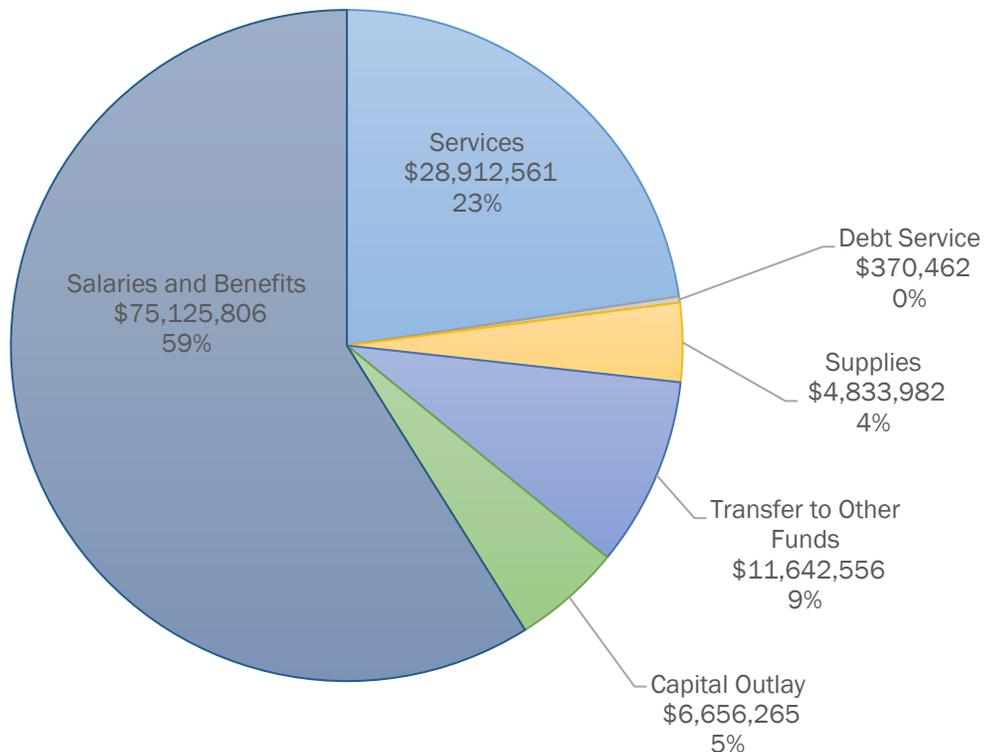
General Fund Budget Summary (cont.)

	2022-23 ACTUAL (AUDITED)	2023-24 ADJUSTED BUDGET	2023-24 12 MONTH ESTIMATED	2024-25 CITY COUNCIL ADOPTED	2025-26 CITY COUNCIL ADOPTED
FINANCIAL REQUIREMENTS:					
Appropriations/Expenditures					
City Council	\$ 584,672	\$ 448,496	\$ 501,243	\$ 559,127	\$ 737,111
City Clerk	370,465	474,369	288,080	683,460	510,050
City Manager (incl. HR in FY 23 & 24)	5,964,188	8,246,672	7,443,523	1,639,261	1,650,941
Human Resources (standalone dept. in FY 25 & 2)	-	-	-	5,881,269	6,324,740
City Attorney	744,619	860,568	812,610	816,397	825,347
Management Services	2,552,804	3,345,633	3,172,569	3,427,215	3,565,391
Development Services	4,574,959	7,092,059	6,357,857	5,955,078	6,060,768
Facilities & Animal Services	20,289,194	26,606,935	23,744,182	26,137,105	23,701,791
Community Services	1,947,036	3,369,108	2,247,715	2,490,537	2,552,229
Engineering	3,166,220	6,353,707	5,424,403	1,727,707	1,685,231
Library	3,125,090	4,490,708	3,585,529	3,610,020	3,527,376
Police	31,788,285	40,597,776	37,275,500	40,562,553	42,349,068
Fire	17,389,782	29,368,427	27,434,372	22,409,347	23,957,345
Total Appropriations	92,497,314	131,254,456	118,287,584	115,899,075	117,447,389
Interfund Transfers to Other Funds:					
Governmental Grants (200)	97	-	-	-	-
Paramedic Fund (205)	4,152,246	6,133,994	4,479,435	5,426,894	5,720,339
Downtown Redlands Business Assoc. (236)	104,064	-	127,192	100,294	98,145
Parking Authority (237)	11,463	12,799	17,080	15,496	15,722
Street Lighting District #1 (260)	-	-	-	30,000	30,000
Landscape Maintenance District (263)	7,344	21,839	16,048	26,438	26,830
Safety Hall (406)	-	4,618,579	6,005,596	-	-
Sewer Service Fund (521)	21,450	-	-	-	-
Citrus Groves (538)	64,850	-	362,850	-	200,000
Liability Self-Insurance (602)	4,576,046	4,650,000	5,576,403	6,043,434	6,106,460
Successor Agency (820)	-	384,563	398,466	-	-
Total Interfund Transfers To Other Funds	8,937,560	15,821,774	16,983,070	11,642,556	12,197,496
New or Increases to Reserves					
Reserve for Advances	178,015	-	-	-	-
Reserve for Donations	69,068	-	-	-	-
Reserve for Public Benefit	13,800	-	-	-	-
Reserve for PEG Fees	41,107	-	-	-	-
Reserve for Operational Contingency	562,425	-	-	-	-
Reserve for Maintenance: Bldgs. & Improv.	562,425	-	-	-	-
Reserve for Unfunded Mandates	562,245	-	-	-	-
Reserve for Capital: >\$50,000	562,425	-	-	-	-
Reserve for Encumbrances	16,873,363	-	-	-	-
Reserve for Future Facilities	2,700,000	-	-	-	3,730,000
Total New or Increases to Reserves	22,124,873	-	-	-	3,730,000
TOTAL FINANCIAL REQUIREMENTS	\$ 123,559,747	\$ 147,076,230	\$ 135,270,654	\$ 127,541,631	\$ 133,374,885
USE OF UNASSIGNED FUND BALANCE	\$ -	\$ 8,070,837	\$ -	\$ 7,200,526	\$ 9,434,873
SOURCES OVER/(UNDER) REQUIREMENTS	9,872,365	-	7,400,851	-	-
ENDING FUND BALANCE-UNASSIGNED	\$ 36,415,705	\$ 28,344,867	\$ 43,816,555	\$ 36,616,029	\$ 27,181,156

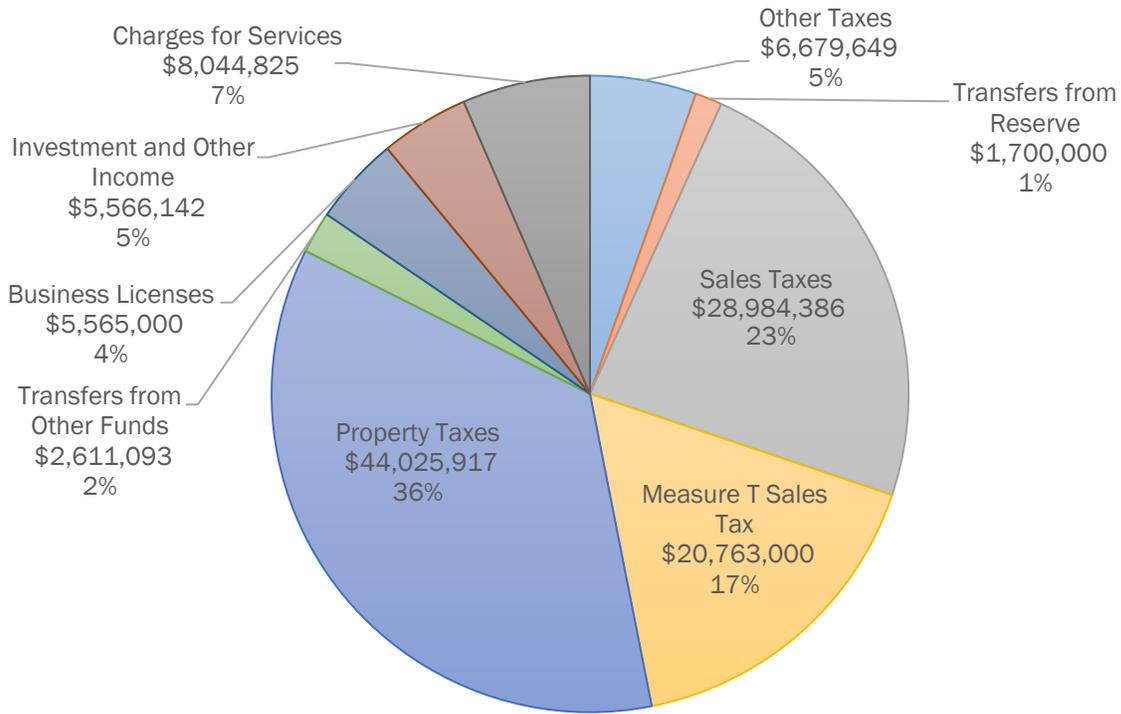
**WHERE DOES THE MONEY COME FROM?
2025 General Fund - Revenues and Other Financing Sources**



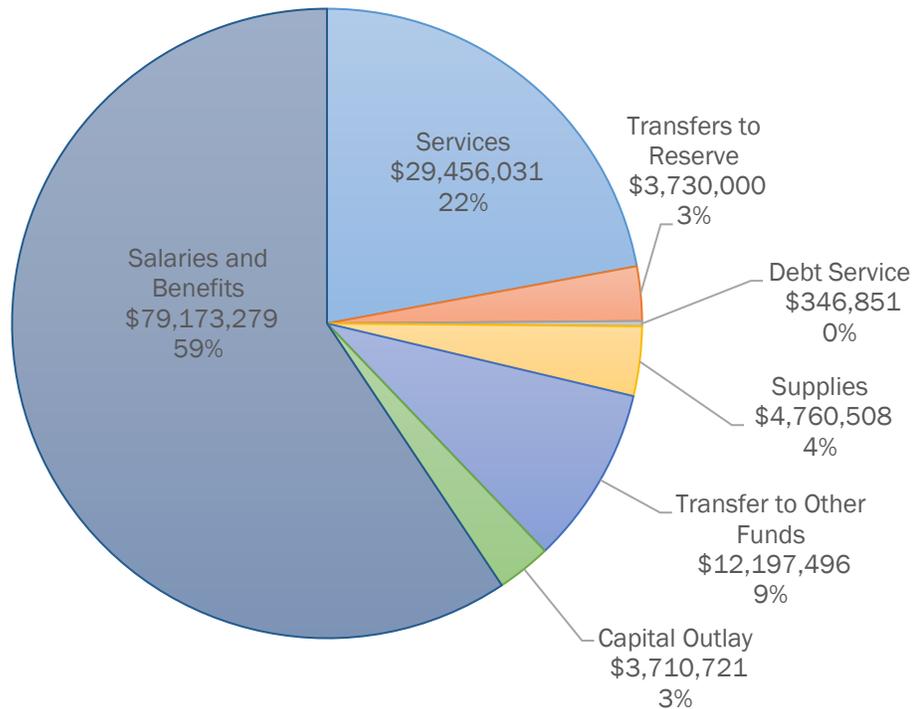
**HOW DOES THE MONEY GET SPENT?
2025 General Fund - Expenditures and Other Financing Uses**



WHERE DOES THE MONEY COME FROM? 2026 General Fund - Revenues and Other Financing Sources



HOW DOES THE MONEY GET SPENT? 2026 General Fund - Expenditures and Other Financing Uses



**FOUR YEAR BUDGET OUTLOOK
GENERAL FUND
2022-23 THROUGH 2026-27**

	AUDITED 2022-2023	REVISED 2023-2024	ADOPTED 2024-2025	ADOPTED 2025-2026	ESTIMATED 2026-2027
FINANCIAL SOURCES:					
BEGINNING FUND BALANCE - UNASSIGNED ⁽¹⁾	\$ 26,543,340	\$ 36,415,706	\$ 43,816,556	\$ 36,616,030	\$ 27,181,157
Revenues	\$ 116,645,297	\$ 114,655,793	\$ 115,726,849	\$ 119,628,919	\$ 125,297,178
Interfund Transfers In	2,307,193	2,468,172	2,506,621	2,611,093	2,663,315
Decrease in Other Reserves and Other Financing Sources ⁽²⁾	14,479,622	25,547,540	2,107,635	1,700,000	-
TOTAL CURRENT SOURCES	\$ 133,432,112	\$ 142,671,505	\$ 120,341,105	\$ 123,940,012	\$ 127,960,492
FINANCIAL REQUIREMENTS:					
Expenditures ⁽³⁾	\$ 92,497,314	\$ 118,287,584	\$ 115,899,075	\$ 117,447,389	\$ 122,349,202
Interfund Transfers Out	8,937,560	16,983,070	11,642,556	12,197,496	12,441,446
Increase in Other Reserves and Set-asides ⁽⁴⁾	22,124,873	-	-	3,730,000	-
TOTAL CURRENT REQUIREMENTS	\$ 123,559,747	\$ 135,270,654	\$ 127,541,631	\$ 133,374,885	\$ 134,790,648
CURRENT SOURCES OVER(UNDER) REQUIREMENTS	\$ 9,872,365	\$ 7,400,851	\$ (7,200,526)	\$ (9,434,873)	\$ (6,830,156)
ENDING FUND BALANCE - UNASSIGNED ⁽¹⁾	\$ 36,415,706	\$ 43,816,556	\$ 36,616,030	\$ 27,181,157	\$ 20,351,001

Notes:

(1) Does not include Stabilization/Reserve and Set-aside balances.

(2) Reserves are detailed in the Adopted Budget Summary (Schedule 4). Other Financing Sources are listed in the General Fund Budget Summary (Schedule 1).

(3) Expenditures are estimated by departments as fully spent, which includes anticipated carryovers and encumbrances.

(4) Increases in Reserves / Set-asides are also detailed in the Adopted Budget Summary (Schedule 4).

Loans Outstanding
Fiscal Year 2025

	Unaudited Balance 6/30/2024	Estimated New Loans 2024-25	Estimated Repayments 2024-25	Estimated Balance 6/30/2025
Water (501) Loan Outstanding to: Cemetery (562)	\$ 462,635	-	150,000	\$ 312,635
Solid Waste (511) Loan Outstanding to: Aviation (564)	\$ 683,613	-	54,000	\$ 629,613

Loans Outstanding
Fiscal Year 2026

	Unaudited Balance 6/30/2025	Estimated New Loans 2025-26	Estimated Repayments 2025-26	Estimated Balance 6/30/2026
Water (501) Loan Outstanding to: Cemetery (562)	\$ 312,635	-	150,000	\$ 162,635
Solid Waste (511) Loan Outstanding to: Aviation (564)	\$ 629,613	-	54,000	\$ 575,613

Schedule of Adopted Reserves
FY 2025

Governmental Funds	Reserve	Estimated Balance 6/30/2024	Net Proposed Increase (Decrease) 2024-25	Estimated Total Reserve 6/30/2025
General Fund (101)	Contingency	9,794,310	-	9,794,310
	Set-asides:			
	Public Benefit - Parks & Rec.	607,635	(607,635)	-
	Public Benefit - Trails Developmt.	658,160	-	658,160
	Public Benefit - Open Space	695,414	-	695,414
	Public Benefit - Other Impv.	36,930	-	36,930
	Reserve for Parking Imprv.	994,001	(650,000)	344,001
	Maint: Park Facilities	100,000	-	100,000
	Maint: Buildings & Imprvs.	1,753,968	-	1,753,968
	Unfunded Mandates	1,928,462	(850,000)	1,078,462
	Capital: HVAC, IT Equip.	200,000	-	200,000
	Capital: over \$50,000	906,084	-	906,084
	General Fund Vehicles	62,506	-	62,506
	Fire Equipment	408,142	-	408,142
	Sidewalk Imprv.	150,462	-	150,462
	Future Facilities	18,805,890	-	18,805,890
	Public Safety / Homelessness	2,527,356	-	2,527,356
	Total	\$ 39,629,322	\$ (2,107,635)	\$ 37,521,687
<hr/>				
Enterprise Funds				
Water (501)	Operating	\$ 2,936,131	\$ -	\$ 2,936,131
	Maintenance	2,612,655	-	2,612,655
	Rate Stabilization	200,000	-	200,000
	Capital	658,987	-	658,987
	Treatment Plant Capital	5,000,000	-	5,000,000
	Total	\$ 11,407,773	\$ -	\$ 11,407,773
Solid Waste (511)	Operating	\$ 171,601	\$ -	\$ 171,601
	Total	\$ 171,601	\$ -	\$ 171,601
Wastewater (521)	Operating	\$ 1,290,727	\$ -	\$ 1,290,727
	Capital Contingency	1,429,395	-	1,429,395
	Capital	548,825	-	548,825
	Treatment Plant Capital	747,291	-	747,291
	Total	\$ 4,016,238	\$ -	\$ 4,016,238
Non-Potable (531)	Capital Contingency	\$ 17,981	\$ -	\$ 17,981
Groves (538)	Capital	\$ 298,288	\$ (298,288)	\$ -
<hr/>				
Internal Service Funds				
Liability Insurance (602)	Self-Insured Retention	\$ 500,000	\$ -	\$ 500,000
Information Technology (604)	ERP System	\$ 39,577	\$ -	\$ 39,577
Workers Comp (606)	Self-Insured Retention	\$ 1,000,000	\$ -	\$ 1,000,000

Schedule of Adopted Reserves
FY 2026

Governmental Funds	Reserve	Estimated Balance 6/30/2025	Net Proposed Increase (Decrease) 2025-26	Estimated Total Reserve 6/30/2026
General Fund (101)	Contingency	9,794,310	-	9,794,310
	Set-asides:			
	Public Benefit - Trails Developmt.	658,160	-	658,160
	Public Benefit - Open Space	695,414	(200,000)	495,414
	Public Benefit - Other Impv.	36,930	-	36,930
	Reserve for Parking Imprv.	344,001	-	344,001
	Maint: Park Facilities	100,000	-	100,000
	Maint: Buildings & Imprvs.	1,753,968	(750,000)	1,003,968
	Unfunded Mandates	1,078,462	(750,000)	328,462
	Capital: HVAC, IT Equip.	200,000	-	200,000
	Capital: over \$50,000	906,084	-	906,084
	General Fund Vehicles	62,506	-	62,506
	Fire Equipment	408,142	-	408,142
	Sidewalk Imprv.	150,462	-	150,462
	Future Facilites	18,805,890	-	18,805,890
	Public Safety / Homelessness	2,527,356	-	2,527,356
	Total	\$ 37,521,687	\$ (1,700,000)	\$ 35,821,687
<u>Enterprise Funds</u>				
Water (501)	Operating	\$ 2,936,131	\$ -	\$ 2,936,131
	Maintenance	2,612,655	-	2,612,655
	Rate Stabilization	200,000	-	200,000
	Capital	658,987	-	658,987
	Treatment Plant Capital	5,000,000	-	5,000,000
	Total	\$ 11,407,773	\$ -	\$ 11,407,773
Solid Waste (511)	Operating	\$ 171,601	\$ -	\$ 171,601
	Total	\$ 171,601	\$ -	\$ 171,601
Wastewater (521)	Operating	\$ 1,290,727	\$ (1,290,727)	\$ -
	Capital Contingency	1,429,395	(1,429,395)	-
	Capital	548,825	(548,825)	-
	Treatment Plant Capital	747,291	(747,291)	-
	Total	\$ 4,016,238	\$ (4,016,238)	\$ -
Non-Potable (531)	Capital Contingency	\$ 17,981	\$ -	\$ 17,981
Groves (538)	Capital	\$ -	\$ -	\$ -
<u>Internal Service Funds</u>				
Liability Insurance (602)	Self-Insured Retention	\$ 500,000	\$ -	\$ 500,000
Information Technology (604)	ERP System	\$ 39,577	\$ -	\$ 39,577
Workers Comp (606)	Self-Insured Retention	\$ 1,000,000	\$ -	\$ 1,000,000

**Financial Sources and Requirements by Fund
FY 2024-25**

Water Fund Group

	<u>Water Service (501)</u>	<u>Source Acquisition (508)</u>	<u>Water Capital Improvement (509)</u>	<u>Total Water Enterprise</u>
Financial Sources:				
Unrestricted Cash Balance, 7/1/24	\$ 36,077,523	\$ 2,028,895	\$ -	\$ 38,106,418
Revenues	40,031,500	80,000	650,000	40,761,500
Interfund Transfers From:				
Water Capital Improvement (509)	637,000	-	-	637,000
Loan Payment from Cemetery (562)	<u>150,000</u>	<u>-</u>	<u>-</u>	<u>150,000</u>
Total Financial Sources	76,896,023	2,108,895	650,000	79,654,918
Financial Requirements:				
Appropriations	43,407,995	1,600	13,000	43,422,595
Interfund Transfers To:				
General Fund (101)	285,599	-	-	285,599
PARIS (211)	102,412	-	-	102,412
Water Service (501)	-	-	637,000	637,000
Risk Management (602)	<u>200,000</u>	<u>-</u>	<u>-</u>	<u>200,000</u>
Total Financial Requirements	43,996,006	1,600	650,000	44,647,606
 Unrestricted Cash Balance, 6/30/25	 \$ 32,900,017	 \$ 2,107,295	 \$ -	 \$ 35,007,312

2024-25 Funding Plan Highlights

In addition to the annual appropriations, the Water Fund's (501) major uses of funds are for (1) capital projects, (2) debt service, and (3) contributions to reserves.

The Cemetery Fund (562) will make a loan payment to repay the Water Fund (501).

Source Acquisition (508) and Water Capital Improvement (509) account for separate development impact fee funds. Source Acquisition fees are implemented to finance acquisition of approved water stock and water rights to assist the City in maintaining an adequate supply of water to meet the needs of development requiring water service from the city. Water Capital Improvement fees are implemented to finance the construction of water capital facilities and improvements that provide new capacity required to serve new development.

**Financial Sources and Requirements by Fund
FY 2025-26**

Water Fund Group

	<u>Water Service (501)</u>	<u>Source Acquisition (508)</u>	<u>Water Capital Improvement (509)</u>	<u>Total Water Enterprise</u>
Financial Sources:				
Unrestricted Cash Balance, 7/1/25	\$ 32,900,017	\$ 2,107,295	\$ -	\$ 35,007,312
Revenues	41,126,500	80,000	650,000	41,856,500
Interfund Transfers From:				
Water Capital Improvement (509)	637,000	-	-	637,000
Loan Payment from Cemetery (562)	<u>150,000</u>	<u>-</u>	<u>-</u>	<u>150,000</u>
Total Financial Sources	74,813,517	2,187,295	650,000	77,650,812
Financial Requirements:				
Appropriations	42,588,651	1,600	13,000	42,603,251
Interfund Transfers To:				
General Fund (101)	288,804	-	-	288,804
PARIS (211)	102,412	-	-	102,412
Water Service (501)	-	-	637,000	637,000
Risk Management (602)	<u>200,000</u>	<u>-</u>	<u>-</u>	<u>200,000</u>
Total Financial Requirements	43,179,867	1,600	650,000	43,831,467
 Unrestricted Cash Balance, 6/30/26	 \$ 31,633,649	 \$ 2,185,695	 \$ -	 \$ 33,819,344

2025-26 Funding Plan Highlights

In addition to the annual appropriations, the Water Fund's (501) major uses of funds are for (1) capital projects, (2) debt service, and (3) contributions to reserves.

The Cemetery Fund (562) will make a loan payment to repay the Water Fund (501).

Source Acquisition (508) and Water Capital Improvement (509) account for separate development impact fee funds. Source Acquisition fees are implemented to finance acquisition of approved water stock and water rights to assist the City in maintaining an adequate supply of water to meet the needs of development requiring water service from the city. Water Capital Improvement fees are implemented to finance the construction of water capital facilities and improvements that provide new capacity required to serve new development.

**Financial Sources and Requirements by Fund
FY 2024-25**

Solid Waste Fund Group

	<u>Solid Waste Service (511)</u>	<u>Calif Street Landfill Closure (517)</u>	<u>SW Capital Improvement (519)</u>	<u>Total Solid Waste Enterprise</u>
Financial Sources				
Unrestricted Cash Balance, 7/1/24	\$ 6,006,051	\$ 411,155	\$ 3,286,346	\$ 9,703,552
Revenues	20,310,000	-	100,000	20,410,000
Interfund Transfers From:				
Solid Waste Service (511)	-	150,000	-	150,000
Solid Waste Capital Improvement (519)	1,500,000	-	-	1,500,000
Loan Repayment from Aviation (564)	60,000	-	-	60,000
Total Financial Sources	27,876,051	561,155	3,386,346	31,823,552
Financial Requirements:				
Appropriations	18,976,491	-	2,000	18,978,491
Interfund Transfers To:				
General Fund (101)	63,283	-	-	63,283
PARIS (211)	2,051,020	-	-	2,051,020
Solid Waste (511)	-	-	1,500,000	1,500,000
Groves (538)	99,510	-	-	99,510
Risk Management (602)	200,000	-	-	200,000
Landfill Closure Reserve (517)	150,000	150,000	-	300,000
Total Financial Requirements	21,540,304	150,000	1,502,000	23,192,304
Unrestricted Cash Balance, 6/30/25	\$ 6,335,747	\$ 411,155	\$ 1,884,346	\$ 8,631,248

2024-25 Funding Plan Highlights:

In addition to the annual operating appropriations, the major uses of Solid Waste Service Fund (511) are capital projects, debt service and contributions to reserves.

The balance of the annual impact of collection vehicles on City streets is transferred to the PARIS Fund (211) for road improvements. The Aviation Operating Fund (564) is making a principal and interest payment on the 2003 loan from the Solid Waste Fund (511).

The Landfill Closure Fund (517) accounts for reserves accumulated for closure and post closure maintenance expenses after the landfill has ceased operations. The Solid Waste Capital Improvement Fund (519) accounts for separate development impact fees that are collected to finance the cost of solid waste capital facilities and equipment that provide new capacity required to serve development.

**Financial Sources and Requirements by Fund
FY 2025-26**

Solid Waste Fund Group

	<u>Solid Waste Service (511)</u>	<u>Calif Street Landfill Closure (517)</u>	<u>SW Capital Improvement (519)</u>	<u>Total Solid Waste Enterprise</u>
Financial Sources				
Unrestricted Cash Balance, 7/1/25	\$ 6,335,747	\$ 411,155	\$ 1,884,346	\$ 8,631,248
Revenues	20,310,000	-	100,000	20,410,000
Interfund Transfers From:				
Solid Waste Service (511)	-	160,000	-	160,000
Loan Repayment from Aviation (564)	<u>60,000</u>	<u>-</u>	<u>-</u>	<u>60,000</u>
Total Financial Sources	26,705,747	571,155	1,984,346	29,261,248
Financial Requirements:				
Appropriations	19,482,257	-	2,000	19,484,257
Interfund Transfers To:				
General Fund (101)	64,306	-	-	64,306
PARIS (211)	2,051,020	-	-	2,051,020
Groves (538)	102,495	-	-	102,495
Risk Management (602)	200,000	-	-	200,000
Landfill Closure Reserve (517)	<u>160,000</u>	<u>160,000</u>	<u>-</u>	<u>320,000</u>
Total Financial Requirements	22,060,078	160,000	2,000	22,222,078
 Unrestricted Cash Balance, 6/30/26	 \$ 4,645,669	 \$ 411,155	 \$ 1,982,346	 \$ 7,039,170

2025-26 Funding Plan Highlights:

In addition to the annual operating appropriations, the major uses of Solid Waste Service Fund (511) are capital projects, debt service and contributions to reserves.

The balance of the annual impact of collection vehicles on City streets is transferred to the PARIS Fund (211) for road improvements. The Aviation Operating Fund (564) is making a principal and interest payment on the 2003 loan from the Solid Waste Fund (511).

The Landfill Closure Fund (517) accounts for reserves accumulated for closure and post closure maintenance expenses after the landfill has ceased operations. The Solid Waste Capital Improvement Fund (519) accounts for separate development impact fees that are collected to finance the cost of solid waste capital facilities and equipment that provide new capacity required to serve development.

**Financial Sources and Requirements by Fund
FY 2024-25**

Wastewater Fund Group

	<u>Wastewater Service (521)</u>		<u>Capital Improvements (529)</u>		<u>Total Wastewater Enterprise</u>
Financial Sources:					
Unrestricted Cash Balance, 7/1/24	\$ 7,905,680		\$ 2,914,289		\$ 10,819,969
Revenues	59,131,500		800,000		59,931,500
Interfund Transfers From:					
Capital Improvements (529)	<u>200,771</u>		<u>-</u>		<u>200,771</u>
Total Financial Sources	67,237,951		3,714,289		70,952,240
Financial Requirements:					
Appropriations	18,592,315		16,000		18,608,315
Interfund Transfers To:					
General Fund (101)	27,121		-		27,121
PARIS (211)	17,088		-		17,088
Wastewater Service (521)	-		200,771		200,771
Risk Management (602)	<u>200,000</u>		<u>-</u>		<u>200,000</u>
Total Financial Requirements	18,836,524		216,771		19,053,296
 Unrestricted Cash Balance, 6/30/25	 \$ 48,401,427		 \$ 3,497,518		 \$ 51,898,944

2024-25 Funding Plan Highlights:

In addition to the annual appropriations, the Wastewater Fund's (521) major uses of funds are for (1) capital projects, (2) debt service, and (3) contributions to reserves.

Wastewater Capital Improvement (529) accounts for a separate development impact fee fund. These fees are implemented to finance the construction of wastewater capital facilities that provide new capacity required to serve development.

**Financial Sources and Requirements by Fund
FY 2025-26**

Wastewater Fund Group

	<u>Wastewater Service (521)</u>		<u>Capital Improvements (529)</u>		<u>Total Wastewater Enterprise</u>
Financial Sources:					
Unrestricted Cash Balance, 7/1/25	\$ 48,401,427		\$ 3,497,518		\$ 51,898,944
Revenues	14,756,500		800,000		15,556,500
Cancellation of Reserves:					
Reserve-Operating Contingency	1,290,727		-		1,290,727
Reserve-Capital Contingency	1,429,395		-		1,429,395
Reserve-Capital>\$50,000	548,825		-		548,825
Reserve-Treatment Plant	<u>747,291</u>		<u>-</u>		<u>747,291</u>
Total Financial Sources	67,174,165		4,297,518		71,471,682
Financial Requirements:					
Appropriations	64,182,663		16,000		64,198,663
Interfund Transfers To:					
General Fund (101)	27,560		-		27,560
PARIS (211)	17,088		-		17,088
Risk Management (602)	<u>200,000</u>		<u>-</u>		<u>200,000</u>
Total Financial Requirements	64,427,311		16,000		64,443,311
 Unrestricted Cash Balance, 6/30/26	 \$ 2,746,854		 \$ 4,281,518		 \$ 7,028,371

2025-26 Funding Plan Highlights:

In addition to the annual appropriations, the Wastewater Fund's (521) major uses of funds are for (1) capital projects, (2) debt service, and (3) contributions to reserves.

Wastewater Capital Improvement (529) accounts for a separate development impact fee fund. These fees are implemented to finance the construction of wastewater capital facilities that provide new capacity required to serve development.

Financial Sources and Requirements by Fund
FY 2024-25

Non Potable Water Fund Group

	<u>NP Water Service (531)</u>	<u>NP Capital Improvement (532)</u>	<u>Total NP Water Enterprise</u>
Financial Sources:			
Unrestricted Cash Balance, 7/01/24	\$ 2,541,366	\$ 1,158,252	\$ 3,699,619
Revenues	<u>703,000</u>	<u>125,000</u>	<u>828,000</u>
Total Financial Sources	3,244,366	1,283,252	4,527,619
 Financial Requirements:			
Appropriations	<u>435,127</u>	<u>2,500</u>	<u>437,627</u>
Total Financial Requirements	435,127	2,500	437,627
 Unrestricted Cash Balance, 6/30/25	 \$ 2,809,239	 \$ 1,280,752	 \$ 4,089,991

2024-25 Funding Plan Highlights:

The Non Potable Water Fund accounts for all activity of the City's non-potable water distribution system and provides untreated groundwater, primarily for outdoor landscape irrigation.

The Non Potable Capital Improvement accounts for a separate development impact fee fund. These fees are implemented to finance the construction of nonpotable capital facilities that provide new capacity required to serve development.

**Financial Sources and Requirements by Fund
FY 2025-26**

Non Potable Water Fund Group

	<u>NP Water Service (531)</u>	<u>NP Capital Improvement (532)</u>	<u>Total NP Water Enterprise</u>
Financial Sources:			
Unrestricted Cash Balance, 7/01/25	\$ 2,809,239	\$ 1,280,752	\$ 4,089,991
Revenues	<u>703,000</u>	<u>125,000</u>	<u>828,000</u>
Total Financial Sources	3,512,239	1,405,752	4,917,991
 Financial Requirements:			
Appropriations	<u>440,026</u>	<u>2,500</u>	<u>442,526</u>
Total Financial Requirements	440,026	2,500	442,526
 Unrestricted Cash Balance, 6/30/26	 \$ 3,072,213	 \$ 1,403,252	 \$ 4,475,465

2025-26 Funding Plan Highlights:

The Non Potable Water Fund accounts for all activity of the City's non-potable water distribution system and provides untreated groundwater, primarily for outdoor landscape irrigation.

The Non Potable Capital Improvement accounts for a separate development impact fee fund. These fees are implemented to finance the construction of nonpotable capital facilities that provide new capacity required to serve development.

**Financial Sources and Requirements by Fund
FY 2024-25**

Other Enterprise Funds

	Groves (538)	Cemetery (562)	Aviation (564)
Financial Sources:			
Unrestricted Cash Balance, 7/01/24	\$ 364	\$ 1,664,887	\$ 310,016
Revenues	924,500	1,323,430	523,842
Interfund Transfers From:			
CFD 2004-1 (261)	105,000	-	-
Solid Waste (511)	99,510	-	-
Release Reserve for Projects			
Reserve-Capital: \$50,000	298,288	-	-
Total Financial Sources	1,427,662	2,988,317	833,858
 Financial Requirements:			
Appropriations	1,375,241	1,482,832	439,528
Loan Payment to Water Fund (501)	-	150,000	-
Loan Payment to Solid Waste (511)	-	-	60,000
Total Financial Requirements	1,375,241	1,632,832	499,528
 Unrestricted Cash Balance, 6/30/25	 \$ 52,420	 \$ 1,355,485	 \$ 334,331

2024-25 Funding Plan Highlights:

Groves - Actual revenues in any one year can fluctuate drastically from estimated revenues due to weather and market conditions, locally or globally.

Cemetery - This fund tracks activity related to the operation and maintenance of Hillside Memorial Park. The cemetery grounds have an approximate 53 acres making it the largest city-owned cemetery in California. Repayment of an existing debt to the Water Fund (501) is included in the Cemetery Division's annual budget and shown above as loan payments.

Aviation - Repayment of the debt to the Solid Waste Service Fund (511) is included in the Aviation Division's annual budget annual budget and shown above as a loan payment.

**Financial Sources and Requirements by Fund
FY 2025-26**

Other Enterprise Funds

	<u>Groves (538)</u>	<u>Cemetery (562)</u>	<u>Aviation (564)</u>
Financial Sources:			
Unrestricted Cash Balance, 7/01/25	\$ 52,420	\$ 1,355,485	\$ 334,331
Revenues	952,235	1,389,602	560,632
Interfund Transfers From:			
General Fund (101)	200,000	-	-
CFD 2004-1 (261)	108,150	-	-
Solid Waste (511)	<u>102,495</u>	<u>-</u>	<u>-</u>
Total Financial Sources	1,415,300	2,745,087	894,962
Financial Requirements:			
Appropriations	1,412,770	1,490,450	482,286
Loan Payment to Water Fund (501)	-	150,000	-
Loan Payment to Solid Waste (511)	<u>-</u>	<u>-</u>	<u>60,000</u>
Total Financial Requirements	1,412,770	1,640,450	542,286
 Unrestricted Cash Balance, 6/30/26	 \$ 2,530	 \$ 1,104,636	 \$ 352,676

2025-26 Funding Plan Highlights:

Groves - Actual revenues in any one year can fluctuate drastically from estimated revenues due to weather and market conditions, locally or globally.

Cemetery - This fund tracks activity related to the operation and maintenance of Hillside Memorial Park. The cemetery grounds have an approximate 53 acres making it the largest city-owned cemetery in California. Repayment of an existing debt to the Water Fund (501) is included in the Cemetery Division's annual budget and shown above as loan payments.

Aviation - Repayment of the debt to the Solid Waste Service Fund (511) is included in the Aviation Division's annual budget annual budget and shown above as a loan payment.

Financial Sources and Requirements by Fund
FY 2024-25

Internal Service Funds

	Liability Insurance (602)	Innovation & Technology (604)	Worker's Comp Insurance (606)	Equipment Maintenance (607)	Utility Billing (608)
Financial Sources:					
Unrestricted Cash Balance, 7/1/24	\$ 500,000	\$ 6,079,792	\$ 3,669,439	\$ 6,109,517	\$ 2,271,057
Revenues	1,000	4,500,000	3,341,584	11,267,243	1,982,300
Transfers In From					
General Fund (101)	6,043,434	-	-	-	-
Water Fund (501)	200,000	-	-	-	-
Solid Waste Fund (511)	200,000	-	-	-	-
Wastewater Fund (521)	200,000	-	-	-	-
Total Financial Sources	7,144,434	10,579,792	7,011,023	17,376,760	4,253,357
Financial Requirements:					
Appropriations	6,644,434	7,492,041	3,341,584	10,470,840	2,591,770
Interfund Transfers to General Fund (101)	-	-	-	-	-
Total Financial Requirements	6,644,434	7,492,041	3,341,584	10,470,840	2,591,770
 Unrestricted Cash Balance, 6/30/25	 \$ 500,000	 \$ 3,087,751	 \$ 3,669,439	 \$ 6,905,920	 \$ 1,661,587

2024-25 Funding Plan Highlights:

Liability Insurance- This fund requires an operating transfer from the General Fund not only to maintain the required \$500,000 self-insured retention reserve, but also to fund the cost of claims and expenditures.

Innovation & Technology- Estimated revenues are generated from charges to internal customer accounts as a means of cost recovery for information technology support services rendered to city departments.

Worker's Compensation- Estimated revenues are generated from charges to internal customer accounts as a means of cost recovery for claims paid and training provided on behalf of city departments.

Equipment Maintenance- Estimated revenues are generated from charges to internal customer accounts as a means of cost recovery for fleet services rendered to city departments.

Utility Billing- The three utility enterprise funds, water, wastewater and solid waste, are charged proportionately for services by the utility billing division.

Financial Sources and Requirements by Fund
FY 2025-26

Internal Service Funds

	Liability Insurance (602)	Innovation & Technology (604)	Worker's Comp Insurance (606)	Equipment Maintenance (607)	Utility Billing (608)
Financial Sources:					
Unrestricted Cash Balance, 7/1/25	\$ 500,000	\$ 3,087,751	\$ 3,669,439	\$ 6,905,920	\$ 1,661,587
Revenues	1,500	4,000,000	3,457,011	11,748,896	1,982,300
Transfers In From					
General Fund (101)	6,106,460	-	-	-	-
Water Fund (501)	200,000	-	-	-	-
Solid Waste Fund (511)	200,000	-	-	-	-
Wastewater Fund (521)	200,000	-	-	-	-
Total Financial Sources	7,207,960	7,087,751	7,126,450	18,654,816	3,643,887
Financial Requirements:					
Appropriations	7,207,960	7,043,947	3,457,011	10,911,542	2,663,660
Interfund Transfers to General Fund (101)	-	-	-	-	-
Total Financial Requirements	7,207,960	7,043,947	3,457,011	10,911,542	2,663,660
 Unrestricted Cash Balance, 6/30/26	 \$ -	 \$ 43,804	 \$ 3,669,439	 \$ 7,743,273	 \$ 980,227

2025-26 Funding Plan Highlights:

Liability Insurance- This fund requires an operating transfer from the General Fund not only to maintain the required \$500,000 self-insured retention reserve, but also to fund the cost of claims and expenditures.

Innovation & Technology- Estimated revenues are generated from charges to internal customer accounts as a means of cost recovery for information technology support services rendered to city departments.

Worker's Compensation- Estimated revenues are generated from charges to internal customer accounts as a means of cost recovery for claims paid and training provided on behalf of city departments.

Equipment Maintenance- Estimated revenues are generated from charges to internal customer accounts as a means of cost recovery for fleet services rendered to city departments.

Utility Billing- The three utility enterprise funds, water, wastewater and solid waste, are charged proportionately for services by the utility billing division.

Financial Sources and Requirements by Fund
FY 2024-25

Special Revenue Funds

	General Government Grants (200)	Emergency Service (205)	Household Hazardous Waste (206)	Gas Tax (207)
Financial Sources:				
Unrestricted Cash as of 7/01/2024	\$ 228,168	\$ -	\$ 262,604	\$ 446,429
Revenues		1,105,000	130,000	3,868,354
Interfund Transfers From:				
General Fund (101)	-	5,426,894	-	-
Total Financial Sources	228,168	6,531,894	392,604	4,314,783
Financial Requirements:				
Appropriations	-	6,531,894	152,575	-
Interfund Transfers To:				
General Fund (101)	-	-	-	2,003,618
PARIS (211)	-	-	-	1,864,736
Total Financial Requirements	-	6,531,894	152,575	3,868,354
Unrestricted Cash Balance, 6/30/25	\$ 228,168	\$ -	\$ 240,029	\$ 446,429

2024-25 Funding Plan Highlights:

General Government Grants - This fund was initiated to account for grants received and expended by departments within the General Fund rather than accounting for these funds alongside the general tax revenue and non-grant expenditures.

Emergency Service - This fund accounts for the full cost of all firefighter paramedics and the paramedic program. It requires an operating transfer from the General Fund.

Household Hazardous Waste - This fund is supported by fees which are used for the household hazardous waste collection program and related expenditures.

Gas Tax - This fund accounts for State Gas Tax as well as SB1 revenues. Effective November 1, 2017, SB1 increased the gasoline excise tax to fund local road maintenance and rehabilitation. The original Gas Tax allocation is transferred to the General Fund on a monthly basis in support of the streets division and the supplemental SB1 allocation is transferred to PARIS Fund 211 and/or General Capital Improvement Fund 240, based on the project activity in those funds.

Financial Sources and Requirements by Fund
FY 2025-26

Special Revenue Funds

	General Government Grants (200)	Emergency Service (205)	Household Hazardous Waste (206)	Gas Tax (207)
Financial Sources:				
Unrestricted Cash as of 7/01/25	\$ 228,168	\$ -	\$ 240,029	\$ 446,429
Revenues		1,105,000	140,000	4,061,395
Interfund Transfers From: General Fund (101)	-	5,720,339	-	-
Total Financial Sources	228,168	6,825,339	380,029	4,507,824
Financial Requirements:				
Appropriations	-	6,825,339	158,256	-
Interfund Transfers To: General Fund (101)	-	-	-	2,103,423
PARIS (211)	-	-	-	1,957,972
Total Financial Requirements	-	6,825,339	158,256	4,061,395
Unrestricted Cash Balance, 6/30/26	\$ 228,168	\$ -	\$ 221,773	\$ 446,430

2025-26 Funding Plan Highlights:

General Government Grants - This fund was initiated to account for grants received and expended by departments within the General Fund rather than accounting for these funds alongside the general tax revenue and non-grant expenditures.

Emergency Service - This fund accounts for the full cost of all firefighter paramedics and the paramedic program. It requires an operating transfer from the General Fund.

Household Hazardous Waste - This fund is supported by fees which are used for the household hazardous waste collection program and related expenditures.

Gas Tax - This fund accounts for State Gas Tax as well as SB1 revenues. Effective November 1, 2017, SB1 increased the gasoline excise tax to fund local road maintenance and rehabilitation. The original Gas Tax allocation is transferred to the General Fund on a monthly basis in support of the streets division and the supplemental SB1 allocation is transferred to PARIS Fund 211 and/or General Capital Improvement Fund 240, based on the project activity in those funds..

SCHEDULE 5

Financial Sources and Requirements by Fund
FY 2024-25

Special Revenue Funds

	Local Transportation (209)	Measure "I" 2010 (210)	PARIS (211)
	<u> </u>	<u> </u>	<u> </u>
Financial Sources:			
Unrestricted Cash as of 7/1/24	\$ 129,332	\$ -	\$ 2,829,876
Revenues	-	2,200,000	150,000
Interfund Transfers From:			
Gas Tax (207)	-	-	1,864,736
Measure "I" 2010 (210)	-	-	2,191,803
Water Service (501)	-	-	102,412
Solid Waste Service (511)	-	-	2,051,020
Wastewater Service (521)	-	-	17,088
	<u> </u>	<u> </u>	<u> </u>
Total Financial Sources	129,332	2,200,000	9,206,935
Financial Requirements:			
Appropriations	-	8,197	5,426,133
Interfund Transfers To:			
PARIS (211)	-	2,191,803	-
	<u> </u>	<u> </u>	<u> </u>
Total Financial Requirements	-	2,200,000	5,426,133
Unrestricted Cash Balance, 6/30/25	\$ 129,332	\$ -	\$ 3,780,802

2024-25 Funding Plan Highlights:

Local Transportation - This fund accounts for street improvements and road construction funds from various sources including projects financed by State grant activity.

Measure "I" 2010 - This fund accounts for Measure I Sales Tax 2010 and forward activities. Current appropriations are for various resurfacing and striping projects.

Pavement Accelerated Repair Implementation Strategy (PARIS) - This fund accounts for PARIS related street paving and resurfacing projects included in the citywide PARIS program. Projects are funded by the enhanced Gas Tax revenue, under SB1, as well as transfers from the utility funds in proportion to the impacts of their vehicles and street cuts on City streets.

SCHEDULE 5

Financial Sources and Requirements by Fund
FY 2025-26

Special Revenue Funds

	Local Transportation (209)	Measure "I" 2010 (210)	PARIS (211)
	<u> </u>	<u> </u>	<u> </u>
Financial Sources:			
Unrestricted Cash as of 7/1/25	\$ 129,332	\$ -	\$ 3,780,802
Revenues	-	2,310,000	150,000
Interfund Transfers From:			
Gas Tax (207)	-	-	1,957,972
Measure "I" 2010 (210)	-	-	2,301,516
Water Service (501)	-	-	102,412
Solid Waste Service (511)	-	-	2,051,020
Wastewater Service (521)	-	-	17,088
	<u> </u>	<u> </u>	<u> </u>
Total Financial Sources	129,332	2,310,000	10,360,810
Financial Requirements:			
Appropriations	-	8,484	5,612,566
Interfund Transfers To:			
PARIS (211)	-	2,301,516	-
	<u> </u>	<u> </u>	<u> </u>
Total Financial Requirements	-	2,310,000	5,612,566
Unrestricted Cash Balance, 6/30/26	\$ 129,332	\$ -	\$ 4,748,244

2025-26 Funding Plan Highlights:

Local Transportation - This fund accounts for street improvements and road construction funds from various sources including projects financed by State grant activity.

Measure "I" 2010 - This fund accounts for Measure I Sales Tax 2010 and forward activities. Current appropriations are for various resurfacing and striping projects.

Pavement Accelerated Repair Implementation Strategy (PARIS) - This fund accounts for PARIS related street paving and resurfacing projects included in the citywide PARIS program. Projects are funded by the enhanced Gas Tax revenue, under SB1, as well as transfers from the utility funds in proportion to the impacts of their vehicles and street cuts on City streets.

Financial Sources and Requirements by Fund
FY 2024-25

Special Revenue Funds

	Air Quality Improvement (221)	Traffic Safety (223)	Open Space (227)
	<u> </u>	<u> </u>	<u> </u>
Financial Sources:			
Unrestricted Cash as of 7/1/24	\$ 154,070	\$ -	\$ 2,438,597
Revenues	<u>92,000</u>	<u>127,000</u>	<u>80,000</u>
Total Financial Sources	246,070	127,000	2,518,597
Financial Requirements:			
Appropriations	147,578		1,600
Interfund Transfers To:			
General Fund (101)	<u>-</u>	<u>127,000</u>	<u>-</u>
Total Financial Requirements	147,578	127,000	1,600
Unrestricted Cash Balance, 6/30/25	\$ 98,492	\$ -	\$ 2,516,997

2024-25 Funding Plan Highlights:

Air Quality Improvement - Revenues received from SCAQMD are held to fund various City programs/purchases that enhance air quality.

Traffic Safety - This fund accounts for parking and traffic fine revenues which are transferred to the General Fund on a monthly basis in support of public safety.

Open Space - Estimated revenues represent a portion of Park & Open Space Development Impact Fees dedicated to the acquisition of open space.

Financial Sources and Requirements by Fund
FY 2025-26

Special Revenue Funds

	Air Quality Improvement (221)	Traffic Safety (223)	Open Space (227)
	<u> </u>	<u> </u>	<u> </u>
Financial Sources:			
Unrestricted Cash as of 7/1/25	\$ 98,492	\$ -	\$ 2,516,997
Revenues	<u>92,000</u>	<u>127,000</u>	<u>80,000</u>
Total Financial Sources	190,492	127,000	2,596,997
Financial Requirements:			
Appropriations	160,966		1,600
Interfund Transfers To:			
General Fund (101)	<u>-</u>	<u>127,000</u>	<u>-</u>
Total Financial Requirements	160,966	127,000	1,600
Unrestricted Cash Balance, 6/30/26	\$ 29,525	\$ -	\$ 2,595,397

2025-26 Funding Plan Highlights:

Air Quality Improvement - Revenues received from SCAQMD are held to fund various City programs/purchases that enhance air quality.

Traffic Safety - This fund accounts for parking and traffic fine revenues which are transferred to the General Fund on a monthly basis in support of public safety.

Open Space - Estimated revenues represent a portion of Park & Open Space Development Impact Fees dedicated to the acquisition of open space.

SCHEDULE 5

Financial Sources and Requirements by Fund
FY 2024-25

Special Revenue Funds

	Downtown Redlands Business Area (236)	Parking Authority (237)	Public Art (238)
	<u> </u>	<u> </u>	<u> </u>
Financial Sources:			
Unrestricted Cash as of 7/01/2024	\$ -	\$ -	\$ 9,411
Revenues	25,000	8,000	-
Interfund Transfers From:			
General Fund (101)	<u>100,294</u>	<u>15,496</u>	<u>-</u>
Total Financial Sources	125,294	23,496	9,411
Financial Requirements:			
Appropriations	<u>125,294</u>	<u>23,496</u>	<u>-</u>
Total Financial Requirements	125,294	23,496	-
Unrestricted Cash Balance, 6/30/25	\$ -	\$ -	\$ 9,411

2024-25 Funding Plan Highlights:

Downtown Redlands Business Area - This fund accounts for various activities and special events conducted with the intent of attracting the public to the downtown area.

Parking Authority - This fund accounts for the activity of parking permit fees and city parking lots. The cash balance is currently unreserved and undesignated.

Public Art - This fund accounts for donations and subsequent expenditures on public art installations.

SCHEDULE 5

Financial Sources and Requirements by Fund
FY 2025-26

Special Revenue Funds

	Downtown Redlands Business Area (236)	Parking Authority (237)	Public Art (238)
	<u> </u>	<u> </u>	<u> </u>
Financial Sources:			
Unrestricted Cash as of 7/01/25	\$ -	\$ -	\$ 9,411
Revenues	30,000	8,000	-
Interfund Transfers From:			
General Fund (101)	<u>98,145</u>	<u>15,722</u>	<u>-</u>
Total Financial Sources	128,145	23,722	9,411
Financial Requirements:			
Appropriations	<u>128,145</u>	<u>23,722</u>	<u>-</u>
Total Financial Requirements	128,145	23,722	-
Unrestricted Cash Balance, 6/30/26	\$ -	\$ -	\$ 9,411

2025-26 Funding Plan Highlights:

Downtown Redlands Business Area - This fund accounts for various activities and special events conducted with the intent of attracting the public to the downtown area.

Parking Authority - This fund accounts for the activity of parking permit fees and city parking lots. The cash balance is currently unreserved and undesignated.

Public Art - This fund accounts for donations and subsequent expenditures on public art installations.

Financial Sources and Requirements by Fund
FY 2024-25

Special Revenue Funds

	Transportation Development Act (241)	Asset Forfeiture (246)	Supplemental Law Enforcement (249)
Financial Sources:			
Unrestricted Cash as of 7/01/2024	\$ 92	\$ 1,744,146	\$ 211,645
Revenues	-	227,293	262,058
Total Financial Sources	92	1,971,439	473,703
Financial Requirements:			
Appropriations	-	207,293	260,558
Total Financial Requirements	-	207,293	260,558
Unrestricted Cash Balance, 6/30/25	\$ 92	\$ 1,764,146	\$ 213,145

2024-25 Funding Plan Highlights:

Transportation Development Act (TDA) - This fund accounts for the development and support of public transportation needs. There are no current projects budgeted for FY 2024-25.

Asset Forfeiture - This fund accounts for Asset Seizure revenues. These funds must be used to enhance local law enforcement for drug related activities.

Supplemental Law Enforcement - This fund accounts for law enforcement revenues from the State. These funds must be used to enhance local law enforcement efforts.

Financial Sources and Requirements by Fund
FY 2025-26

Special Revenue Funds

	Transportation Development Act (241)	Asset Forfeiture (246)	Supplemental Law Enforcement (249)
Financial Sources:			
Unrestricted Cash as of 7/01/25	\$ 92	\$ 1,764,146	\$ 213,145
Revenues	-	227,793	262,058
Total Financial Sources	92	1,991,939	475,203
Financial Requirements:			
Appropriations	-	207,793	260,558
Total Financial Requirements	-	207,793	260,558
Unrestricted Cash Balance, 6/30/26	\$ 92	\$ 1,784,146	\$ 214,645

2025-26 Funding Plan Highlights:

Transportation Development Act (TDA) - This fund accounts for the development and support of public transportation needs. There are no current projects budgeted for FY 2025-26.

Asset Forfeiture - This fund accounts for Asset Seizure revenues. These funds must be used to enhance local law enforcement for drug related activities.

Supplemental Law Enforcement - This fund accounts for law enforcement revenues from the State. These funds must be used to enhance local law enforcement efforts.

Financial Sources and Requirements by Fund
FY 2024-25

Special Revenue Funds

	Park & Open Space Dvlp (250)	Public Facilities Development (251)	Arterial Street Construction (252)	Traffic Signals (253)
Financial Sources:				
Unrestricted Cash as of 7/1/24	\$ 2,336,775	\$ 1,802,337	\$ 4,900,243	\$ 592,210
Revenues	500,000	360,000	2,370,000	13,000
Total Financial Sources	2,836,775	2,162,337	7,270,243	605,210
Financial Requirements:				
Appropriations	1,235,660	7,200	4,304,400	75,260
Total Financial Requirements	1,235,660	7,200	4,304,400	75,260
Unrestricted Cash Balance, 6/30/25	\$ 1,601,115	\$ 2,155,137	\$ 2,965,843	\$ 529,950

2024-25 Funding Plan Highlights:

Park & Open Space Development- Revenues represent park and open space impact fees. Appropriations reflect either expansion of existing park facilities or the construction of new park facilities that serve new development.

Public Facilities Development- Revenues reflect five categories of public facility impacts fees: Police, Fire, Library, General Government & Community Center facilities.

Arterial Street Construction- Revenues represent a portion of transportation impact fees to fund specific arterial street projects. The major project planned for this fiscal year is the California Street and Redlands Boulevard Widening.

Traffic Signals - Revenues represent a portion of transportation impact fees to fund specific traffic signal projects. The major project funded this fiscal year is the construction of a traffic signal at Brockton Avenue and University Street.

Financial Sources and Requirements by Fund
FY 2025-26

Special Revenue Funds

	Park & Open Space Dvlp (250)	Public Facilities Development (251)	Arterial Street Construction (252)	Traffic Signals (253)
Financial Sources:				
Unrestricted Cash as of 7/1/25	\$ 1,601,115	\$ 2,155,137	\$ 2,965,843	\$ 529,950
Revenues	500,000	360,000	220,000	13,000
Total Financial Sources	2,101,115	2,515,137	3,185,843	542,950
Financial Requirements:				
Appropriations	115,626	7,200	2,354,400	500,260
Total Financial Requirements	115,626	7,200	2,354,400	500,260
 Unrestricted Cash Balance, 6/30/26	 \$ 1,985,489	 \$ 2,507,937	 \$ 831,443	 \$ 42,690

2025-26 Funding Plan Highlights:

Park & Open Space Development- Revenues represent park and open space impact fees. Appropriations reflect either expansion of existing park facilities or the construction of new park facilities that serve new development.

Public Facilities Development- Public Facilities Development - Revenues reflect five categories of public facility impacts fees: Police, Fire, Library, General Government & Community Center facilities.

Arterial Street Construction- Revenues represent a portion of transportation impact fees to fund specific arterial street projects. The major project planned for this fiscal year is the widening of California Street near Lugonia Avenue.

Traffic Signals- Revenues represent a portion of transportation impact fees to fund specific traffic signal projects. The major project funded this fiscal year is the construction of a traffic signal at Cypress Avenue and Cajon Street.

Financial Sources and Requirements by Fund
FY 2024-25

Special Revenue Funds

	Freeway Interchanges (254)	Inclusionary Housing (255)	Street Lighting Assessment District (260)	CFD 2004-1 (261)	Landscape Maintenance District (263)
Financial Sources:					
Unrestricted Cash as of 7/1/24	\$ 971,766	\$ -	\$ 40,653	\$ 6,880	\$ -
Revenues	110,000	1,800,000	24,820	700,000	29,000
Interfund Transfers From: General Fund (101)	-	-	-	30,000	26,438
Total Financial Sources	1,081,766	1,800,000	65,472	736,880	55,438
Financial Requirements:					
Appropriations	2,200	145,000	35,057	614,697	55,438
Interfund Transfers To: Groves Fund (538)	-	-	-	105,000	-
Total Financial Requirements	2,200	145,000	35,057	719,697	55,438
Unrestricted Cash Balance, 6/30/25	\$ 1,079,566	1,655,000	\$ 30,415	\$ 17,183	\$ -

2024-25 Funding Plan Highlights:

Freeway Interchanges - Revenues represent a portion of transportation impact fees to fund specific freeway ramp projects.

Inclusionary Housing - Revenues represent payments made by private developers of an in-lieu fee established by the City Council under its Inclusionary Housing Policy (Ordinance No. 2959).

Street Lighting Assessment District - This fund accounts for the specified activities in areas covered by the district.

CFD 2004-1 - This fund provides common area maintenance to certain areas that decide to annex into the district.

Landscape Maintenance District - This fund is now limited to expenditure activity only up to anticipated revenues in areas covered by the district.

Financial Sources and Requirements by Fund
FY 2025-26

Special Revenue Funds

	Freeway Interchanges (254)	Inclusionary Housing (255)	Street Lighting Assessment District (260)	CFD 2004-1 (261)	Landscape Maintenance District (263)
Financial Sources:					
Unrestricted Cash as of 7/1/25	\$ 1,079,566	\$ 1,655,000	\$ 30,415	\$ 17,183	\$ -
Revenues	110,000	1,500,000	25,564	703,156	29,000
Interfund Transfers From: General Fund (101)	-	-	-	30,000	26,830
Total Financial Sources	1,189,566	3,155,000	55,979	750,339	55,830
Financial Requirements:					
Appropriations	2,200	145,000	36,053	625,149	55,830
Interfund Transfers To: Groves Fund (538)	-	-	-	108,150	-
Total Financial Requirements	2,200	145,000	36,053	733,299	55,830
 Unrestricted Cash Balance, 6/30/26	 \$ 1,187,366	 3,010,000	 \$ 19,926	 \$ 17,040	 \$ -

2025-26 Funding Plan Highlights:

Freeway Interchanges - Revenues represent a portion of transportation impact fees to fund specific freeway ramp projects.

Inclusionary Housing - Revenues represent payments made by private developers of an in-lieu fee established by the City Council under its Inclusionary Housing Policy (Ordinance No. 2959).

Street Lighting Assessment District - This fund accounts for the specified activities in areas covered by the district.

CFD 2004-1 - This fund provides common area maintenance to certain areas that decide to annex into the district.

Landscape Maintenance District - This fund is now limited to expenditure activity only up to anticipated revenues in areas covered by the district.

Financial Sources and Requirements by Fund
FY 2024-25

Special Revenue Funds

	General Debt Service (305)	Storm Drain Construction (405)	City/Safety Hall Replcmt (406)
	<u> </u>	<u> </u>	<u> </u>
Financial Sources:			
Unrestricted Cash as of 7/01/2024	\$ 209,812	\$ 2,720,379	\$ 327,448
Revenues	30,500	75,000	-
Interfund Transfers From:			
Payroll Clearing Fund (609)	<u>172,323</u>	<u>-</u>	<u>-</u>
Total Financial Sources	412,635	2,795,379	327,448
Financial Requirements:			
Appropriations	<u>412,635</u>	<u>73,900</u>	<u>-</u>
Total Financial Requirements	412,635	73,900	-
Unrestricted Cash Balance, 6/30/25	\$ -	\$ 2,721,479	\$ 327,448

2024-25 Funding Plan Highlights:

General Debt Service - This fund currently records the payment activity for the 2007 Pension Obligation Bonds.

Storm Drain Construction - Estimated revenues are development impact fees to fund specific storm drain projects.

City/Safety Hall Replacement - This fund accounts for expenses and financial resources related to construction, acquisition and rehabilitation of capital assets related to Safety / City Hall Replacement activities.

SCHEDULE 5

Financial Sources and Requirements by Fund
FY 2025-26

Special Revenue Funds

	General Debt Service (305)	Storm Drain Construction (405)	City/Safety Hall Replcmt (406)
	<u> </u>	<u> </u>	<u> </u>
Financial Sources:			
Unrestricted Cash as of 7/01/25	\$ -	\$ 2,721,479	\$ 327,448
Revenues	30,500	75,000	-
Interfund Transfers From:			
Payroll Clearing Fund (609)	<u>397,206</u>	<u>-</u>	<u>-</u>
Total Financial Sources	427,706	2,796,479	327,448
Financial Requirements:			
Appropriations	<u>427,706</u>	<u>3,900</u>	<u>-</u>
Total Financial Requirements	427,706	3,900	-
Unrestricted Cash Balance, 6/30/26	\$ -	\$ 2,792,579	\$ 327,448

2025-26 Funding Plan Highlights:

General Debt Service - This fund currently records the payment activity for the 2007 Pension Obligation Bonds.

Storm Drain Construction - Estimated revenues are development impact fees to fund specific storm drain projects.

City/Safety Hall Replacement - This fund accounts for expenses and financial resources related to construction, acquisition and rehabilitation of capital assets related to Safety / City Hall Replacement activities.

Financial Sources and Requirements by Fund
FY 2024-25
Permanent and Agency Funds

	Simonds Endowment (705)	Pauline Stancliff Memorial Trust (706)	CFD Trust (810)	Successor Agency to the RDA (820)
Financial Sources:				
Unrestricted Cash Balance, 7/1/24	\$ 29,477	\$ 3,133	\$ 3,094,891	\$ -
Revenues	-	-	1,587,712	-
Total Financial Sources	29,477	3,133	4,682,603	-
Financial Requirements:				
Appropriations	-	-	1,587,712	-
Total Financial Requirements	-	-	1,587,712	-
Unrestricted Cash Balance, 6/30/25	29,477	3,133	3,094,891	-

2024-25 Funding Plan Highlights:

Simonds Endowment– To account for the principal and interest generated from an endowment provided to the City from Priscilla Alden Simonds for the purpose of providing maintenance, materials and equipment solely for use at Simonds Parkway.

Pauline Stancliff Memorial Trust– To account for the principal and interest generated from an endowment provided to the City from Pauline Stancliff for the purpose of establishing programs that focus on improving the quality of life for seniors at the Joslyn Senior Center.

CFD Trust - This fund accounts for CFD 2001-1 and CFD 2003-1 assessments for annual principal and interest related to the bonds issued for infrastructure improvements in the respective areas.

Successor Agency to RDA- The activity in this fund reflects the wind-down of former RDA obligations.

Financial Sources and Requirements by Fund
FY 2025-26
Permanent and Agency Funds

	Simonds Endowment (705)	Pauline Stancliff Memorial Trust (706)	CFD Trust (810)	Successor Agency to the RDA (820)
Financial Sources:				
Unrestricted Cash Balance, 7/1/25	\$ 29,477	\$ 3,133	\$ 3,094,891	\$ -
Revenues	-	-	1,603,371	-
Total Financial Sources	29,477	3,133	4,698,262	-
Financial Requirements:				
Appropriations	-	-	1,603,371	-
Total Financial Requirements	-	-	1,603,371	-
Unrestricted Cash Balance, 6/30/26	29,477	3,133	3,094,891	-

2025-26 Funding Plan Highlights:

Simonds Endowment– To account for the principal and interest generated from an endowment provided to the City from Priscilla Alden Simonds for the purpose of providing maintenance, materials and equipment solely for use at Simonds Parkway.

Pauline Stancliff Memorial Trust– To account for the principal and interest generated from an endowment provided to the City from Pauline Stancliff for the purpose of establishing programs that focus on improving the quality of life for seniors at the Joslyn Senior Center.

CFD Trust - This fund accounts for CFD 2001-1 and CFD 2003-1 assessments for annual principal and interest related to the bonds issued for infrastructure improvements in the respective areas.

Successor Agency to RDA- The activity in this fund reflects the wind-down of former RDA obligations.

City of Redlands
Adopted Budget Summary
Summary of 2025 Financial Sources and Requirements

	SOURCES				REQUIREMENTS				Ending Fund Balance/ Cash Balance	
	Beginning Fund Balance/ Cash Balance	Revenues	Inter-Fund Transfers From	Other*	TOTAL	Appropriations	Inter-Fund Transfers To	Other*		TOTAL
101 General Fund	\$ 43,816,555	115,726,849	\$ 2,506,621	\$ 2,107,635	\$ 164,157,661	\$ 115,899,075	\$ 11,642,556	-	\$ 127,541,631	36,616,029
200 General Govt. Grants	228,168	-	-	-	228,168	-	-	-	-	228,168
205 Emergency Services	-	1,105,000	5,426,894	-	6,531,894	6,531,894	-	-	6,531,894	-
206 Household Haz. Waste	262,604	130,000	-	-	392,604	152,575	-	-	152,575	240,029
207 Gas Tax	446,429	3,868,354	-	-	4,314,783	-	3,868,354	-	3,868,354	446,429
209 Local Transportation	129,332	-	-	-	129,332	-	-	-	-	129,332
210 Measure 1/2010	-	2,200,000	-	-	2,200,000	8,197	2,191,803	-	2,200,000	-
211 PARIS	2,829,876	150,000	6,227,059	-	9,206,935	5,426,133	-	-	5,426,133	3,780,802
221 Air Quality Improv.	154,070	92,000	-	-	246,070	147,578	-	-	147,578	98,492
223 Traffic Safety	-	127,000	-	-	127,000	-	127,000	-	127,000	-
227 Open Space	2,438,597	80,000	-	-	2,518,597	1,600	-	-	1,600	2,516,997
236 Downtown Business Area	-	25,000	100,294	-	125,294	125,294	-	-	125,294	-
237 Parking Authority	-	8,000	15,496	-	23,496	23,496	-	-	23,496	-
238 Public Art Fund	9,411	-	-	-	9,411	-	-	-	-	9,411
241 Trans. Dev. Act Grant	92	-	-	-	92	-	-	-	-	92
246 Asset Forfeiture	1,744,146	227,293	-	-	1,971,439	207,293	-	-	207,293	1,764,146
249 Supp. Law Enforcement	211,645	262,058	-	-	473,703	260,558	-	-	260,558	213,145
250 Park & Open Space Dvlp.	2,336,775	500,000	-	-	2,836,775	1,235,660	-	-	1,235,660	1,601,115
251 Public Facilities Develop.	1,802,337	360,000	-	-	2,162,337	7,200	-	-	7,200	2,155,137
252 Arterial Street Construction	4,900,243	2,370,000	-	-	7,270,243	4,304,400	-	-	4,304,400	2,965,843
253 Traffic Signals	592,210	13,000	-	-	605,210	75,260	-	-	75,260	529,950
254 Freeway Interchanges	971,766	110,000	-	-	1,081,766	2,200	-	-	2,200	1,079,566
255 Inclusionary Housing	40,653	1,800,000	-	-	1,800,000	145,000	-	-	145,000	1,655,000
260 Street Lighting Dist. #1	6,880	24,820	-	-	31,700	35,057	-	-	35,057	30,415
261 CFD 2004-1	-	700,000	30,000	-	730,000	614,697	105,000	-	719,697	17,183
263 Landscape Maint. Dist.	-	29,000	26,438	-	55,438	55,438	-	-	55,438	-
305 General Debt Service	209,812	30,500	-	172,323	412,635	412,635	-	-	412,635	-
405 Storm Drain Construction	2,720,379	75,000	-	-	2,795,379	73,900	0	-	73,900	-
406 Safety/City Hall Replacement	327,448	-	-	-	327,448	-	-	-	-	327,448
501 Water Service	36,077,523	40,031,500	637,000	150,000	76,896,023	43,407,995	588,011	-	43,996,006	32,900,017
508 Source Acquisition	2,028,895	80,000	-	-	2,108,895	1,600	-	-	1,600	2,107,295
509 Water Capital Improvement	-	650,000	-	-	650,000	13,000	637,000	-	650,000	-
511 Solid Waste Service	6,006,051	20,310,000	1,500,000	60,000	27,876,051	18,976,491	2,563,813	-	21,540,304	6,335,747
517 Calif St Landfill Closure	411,155	-	150,000	-	561,155	-	-	150,000	150,000	411,155
519 Solid Waste Cap. Improv.	3,286,346	100,000	-	-	3,386,346	2,000	1,500,000	-	1,502,000	1,884,346
521 Wastewater Service	7,905,680	59,131,500	200,771	-	67,237,951	18,592,315	244,209	0	18,836,524	48,401,427
529 WW Capital Improvement	2,914,289	800,000	-	-	3,714,289	16,000	200,771	-	216,771	3,497,518
531 Non-Potable Water Service	2,541,366	703,000	-	-	3,244,366	435,127	-	-	435,127	2,809,239
532 Non-Potable Capital Imprv	1,158,252	125,000	-	-	1,283,252	2,500	-	-	2,500	1,280,752
538 Groves	364	924,500	204,510	-	1,129,374	1,375,241	-	-	1,375,241	(245,868)
562 Cemetery	1,664,887	1,323,430	-	-	2,988,317	1,482,832	-	150,000	1,632,832	1,355,485
564 Aviation	310,016	523,842	-	-	833,858	439,528	-	60,000	499,528	334,331
602 Liability Self-Insurance	500,000	1,000	6,643,434	-	7,144,434	6,644,434	-	-	6,644,434	500,000
604 Dept of Innovation & Tech	6,079,792	4,500,000	-	-	10,579,792	7,492,041	-	-	7,492,041	3,087,751
606 Workers' Compensation	3,669,439	3,341,584	-	-	7,011,023	3,341,584	-	-	3,341,584	3,669,439
607 Equipment Maintenance	6,109,517	11,267,243	-	-	17,376,760	10,470,840	-	-	10,470,840	6,905,920
608 Utility Billing	2,271,057	1,982,300	-	-	4,253,357	2,591,770	-	-	2,591,770	1,661,587
705 Simonds Endowment	29,477	-	-	-	29,477	-	-	-	-	29,477
706 Pauline Stancilff Mem. Trust	3,133	-	-	-	3,133	-	-	-	-	3,133
810 CFD Trust	3,094,891	1,587,712	-	-	4,682,603	1,587,712	-	-	1,587,712	3,094,891
820 Successor Agency to RDA	-	-	-	-	-	-	-	-	-	-
TOTAL (MEMO ONLY)	\$ 152,241,558	\$ 277,396,485	\$ 23,668,517	\$ 2,489,958	\$ 455,796,519	\$ 252,618,151	\$ 23,668,517	\$ 360,000	\$ 276,646,669	179,149,851

* Other includes Decreases & Increases in Reserves, Loan Repayments From & To, etc. For specific detail, refer to the Financial Plans and Summaries section.

City of Redlands
Adopted Budget Summary
Summary of 2026 Financial Sources and Requirements

	SOURCES				REQUIREMENTS				Ending Fund Balance/ Cash Balance	
	Beginning Fund Balance/ Cash Balance	Revenues	Inter-Fund Transfers From	Other*	TOTAL	Appropriations	Inter-Fund Transfers To	Other*		TOTAL
101 General Fund	\$ 36,616,029	119,628,919	\$ 2,611,093	\$ 1,700,000	\$ 160,556,041	\$ 117,447,389	\$ 12,197,496	3,730,000	\$ 133,374,885	27,181,156
200 General Govt. Grants	228,168	-	-	-	228,168	-	-	-	-	228,168
205 Emergency Services	-	1,105,000	5,720,339	-	6,825,339	6,825,339	-	-	6,825,339	-
206 Household Haz. Waste	240,029	140,000	-	-	380,029	158,256	-	-	158,256	221,773
207 Gas Tax	446,429	4,061,395	-	-	4,507,824	4,061,395	4,061,395	-	4,061,395	446,429
209 Local Transportation	129,332	-	-	-	129,332	-	-	-	-	129,332
210 Measure 1/2010	-	2,310,000	-	-	2,310,000	8,484	2,301,516	-	2,310,000	-
211 PARIS	3,780,802	150,000	6,430,008	-	10,360,810	5,612,566	-	-	5,612,566	4,748,244
221 Air Quality Improv.	98,492	92,000	-	-	190,492	160,966	-	-	160,966	29,525
223 Traffic Safety	-	127,000	-	-	127,000	-	127,000	-	127,000	-
227 Open Space	2,516,997	80,000	-	-	2,596,997	1,600	-	-	1,600	2,595,397
236 Downtown Business Area	-	30,000	98,145	-	128,145	128,145	-	-	128,145	-
237 Parking Authority	-	8,000	15,722	-	23,722	23,722	-	-	23,722	-
238 Public Art Fund	9,411	-	-	-	9,411	-	-	-	-	9,411
241 Trans. Dev. Act Grant	92	-	-	-	92	-	-	-	-	92
246 Asset Forfeiture	1,764,146	227,793	-	-	1,991,939	207,793	-	-	207,793	1,784,146
249 Supp. Law Enforcement	213,145	262,058	-	-	475,203	260,558	-	-	260,558	214,645
250 Park & Open Space Dvlp.	1,601,115	500,000	-	-	2,101,115	1,156,626	-	-	1,156,626	1,985,489
251 Public Facilities Develop.	2,155,137	360,000	-	-	2,515,137	7,200	-	-	7,200	2,507,937
252 Arterial Street Construction	2,965,843	220,000	-	-	3,185,843	2,354,400	-	-	2,354,400	831,443
253 Traffic Signals	529,950	13,000	-	-	542,950	500,260	-	-	500,260	42,690
254 Freeway Interchanges	1,079,566	110,000	-	-	1,189,566	2,200	-	-	2,200	1,187,366
255 Inclusionary Housing	1,655,000	1,500,000	-	-	3,155,000	145,000	-	-	145,000	3,010,000
260 Street Lighting Dist. #1	30,415	25,564	-	-	55,979	36,053	-	-	36,053	19,926
261 CFD 2004-1	17,183	703,156	30,000	-	750,339	625,149	108,150	-	733,299	17,040
263 Landscape Maint. Dist.	-	29,000	26,830	-	55,831	55,831	-	-	55,831	-
305 General Debt Service	-	30,500	-	397,206	427,706	427,706	-	-	427,706	-
405 Storm Drain Construction	2,721,479	75,000	-	-	2,796,479	3,900	-	-	3,900	2,792,579
406 Safety/City Hall Replacement	327,448	-	-	-	327,448	-	-	-	-	327,448
501 Water Service	32,900,017	41,126,500	637,000	150,000	74,813,517	42,588,651	591,216	-	43,179,867	31,633,649
508 Source Acquisition	2,107,295	80,000	-	-	2,187,295	1,600	-	-	1,600	2,185,695
509 Water Capital Improvement	6,335,747	650,000	-	-	6,985,747	13,000	637,000	-	650,000	6,465,669
511 Solid Waste Service	411,155	20,310,000	-	60,000	26,705,747	19,482,257	2,577,821	160,000	22,060,078	4,645,669
519 Solid Waste Cap. Improv.	1,884,346	100,000	-	-	1,984,346	2,000	-	-	2,000	1,982,346
521 Wastewater Service	48,401,427	14,756,500	-	-	63,157,927	64,182,663	244,648	-	64,427,311	2,746,854
529 WW Capital Improvement	3,497,518	800,000	-	4,016,238	8,313,756	16,000	-	-	16,000	4,281,518
531 Non-Potable Water Service	2,809,239	703,000	-	-	3,512,239	440,026	-	-	440,026	3,072,213
532 Non-Potable Capital Imprv	1,280,752	125,000	-	-	1,405,752	2,500	-	-	2,500	1,403,252
538 Groves	(245,868)	952,235	410,645	-	1,117,012	1,412,770	-	-	1,412,770	(295,758)
562 Cemetery	1,355,485	1,389,602	-	-	2,745,087	1,490,450	-	150,000	1,640,450	1,104,636
564 Aviation	334,331	560,632	-	-	894,963	482,286	-	60,000	542,286	352,676
602 Liability Self-Insurance	500,000	1,500	6,706,460	-	7,207,960	7,207,960	-	-	7,207,960	-
604 Dept of Innovation & Tech	3,087,751	4,000,000	-	-	7,087,751	7,043,947	-	-	7,043,947	43,804
606 Workers' Compensation	3,669,439	3,457,011	-	-	7,126,450	3,457,011	-	-	3,457,011	3,669,439
607 Equipment Maintenance	6,905,920	11,748,896	-	-	18,654,816	10,911,542	-	-	10,911,542	7,743,273
608 Utility Billing	1,661,587	1,982,300	-	-	3,643,887	2,663,660	-	-	2,663,660	980,227
705 Simonds Endowment	29,477	-	-	-	29,477	-	-	-	-	29,477
706 Pauline Stancilff Mem. Trust	3,133	-	-	-	3,133	-	-	-	-	3,133
810 CFD Trust	3,094,891	1,603,371	-	-	4,698,262	1,603,371	-	-	1,603,371	3,094,891
820 Successor Agency to RDA	-	-	-	-	-	-	-	-	-	-
TOTAL (MEMO ONLY)	\$ 179,149,850	\$ 236,134,931	\$ 22,846,242	\$ 6,323,444	\$ 444,454,469	\$ 298,109,838	\$ 22,846,242	\$ 4,100,000	\$ 325,056,080	\$ 119,398,389

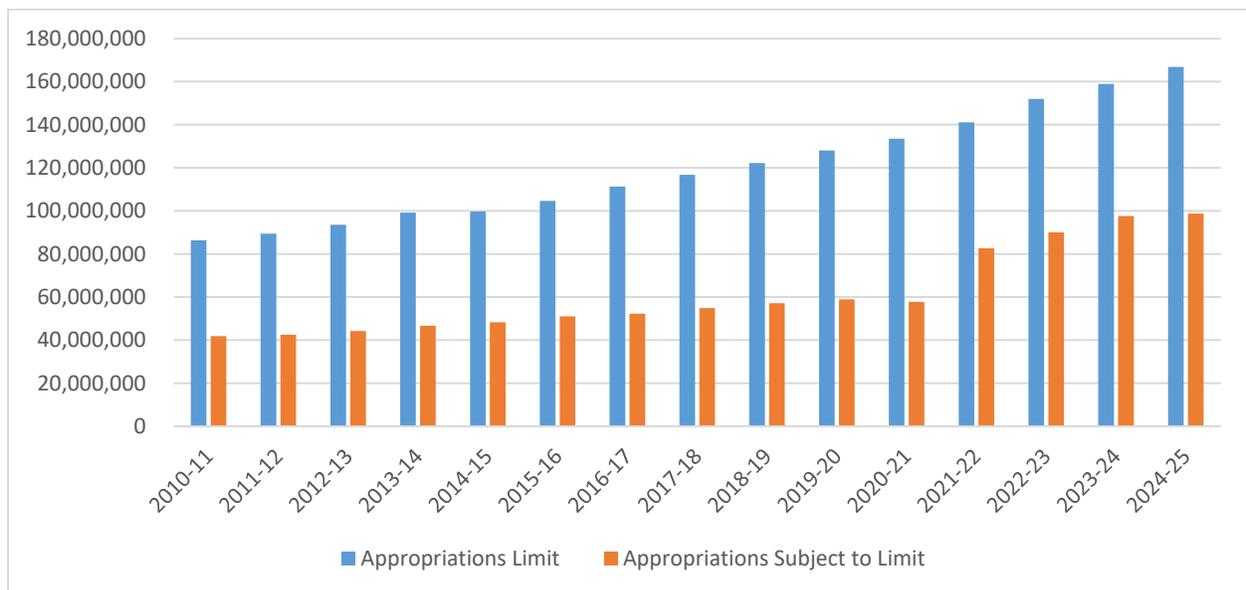
* Other includes Decreases & Increases in Reserves, Loan Repayments From & To, etc. For specific detail, refer to the Financial Plans and Summaries section.

GANN APPROPRIATIONS LIMIT

In November 1979, California voters approved Proposition 4, which places limits on the amount of revenue to be spent by all entities of government. Each year, generally upon submittal of the adopted budget, the City Council must adopt an appropriations limit, commonly referred to as a “Gann Limit” or “Prop. 4 Limit”. The passage of Proposition 111 in June 1990 included some clean-up legislation for Proposition 4 limits, making the appropriations limit more responsive to local growth issues and called for specific factors to be included in annual recalculations of the 1990-91 limit.

Each year the City of Redlands has consistently maintained an exceedingly wide and comfortable margin between its limits and its proceeds of taxes subject to the limit. This is attributed to annual increases in the limit, based upon California Per Capita Income, and the higher of the County’s or City’s population growth, which are in excess of the increases in proceeds of taxes received each year.

The Appropriations Limit for the City of Redlands for Fiscal Year 2024-25 is estimated to be \$158,925,169, an increase of approximately 4.95% from the Appropriations Limit for Fiscal Year 2023-24. Estimated tax proceeds subject to the Limit based upon the Fiscal Year 2024-25 Budget are not expected to exceed \$98.7 million, an amount approximately \$68.1 million less than the appropriations limit for Fiscal Year 2024-25.





City Council Meeting

AGENDA ITEM NO. I. 4.

DATE: 07/02/2024

TO: Honorable Mayor and City Council Members

SUBJECT: Adopt Resolution No. 8608 establishing an Appropriations Limit for Fiscal Year 2024-2025 (Management Services/Finance Director Garcia)

MOTION(S):

If the City Council determines that staff's recommendation is appropriate, the following motion is provided:

I move to approve Resolution No. 8608.

RECOMMENDATION:

Staff recommends City Council approve Resolution No. 8608 establishing a \$166,791,965 appropriations limit for Fiscal Year 2024-2025 pursuant to Article XIII B of the California Constitution.

DISCUSSION:

Each year the City is required to adopt a resolution establishing a limit on its appropriations of tax proceeds. For FY 2024-25, the City's appropriations limit is calculated to be \$166,791,965. Based on net proceeds of taxes subject to the limitation in the amount of \$98,702,710 in the FY 2024-25 Proposed Budget, the proposed City appropriations are \$68,089,254 below the limit.

In November 1979, California voters approved Proposition 4, which places limits on the amount of revenue to be spent by all entities of government. Each year, generally upon submittal of the adopted budget, the City Council must adopt an appropriations limit, commonly referred to as a "Gann Limit" or "Prop. 4 Limit". The passage of Proposition 111 in June 1990 included some clean-up legislation for Proposition 4 limits, making the appropriations limit more responsive to local growth issues and called for specific factors to be included in annual

recalculations of the 1990-91 limit.

Each year the City of Redlands has consistently maintained an exceedingly wide and comfortable margin between its appropriations limit and its proceeds of taxes subject to the limit. This is attributed to annual increases in the limit, based upon California Per Capita Income, and the greater of the County’s or City’s population growth, both of which are combined for a growth factor that is in significant excess of the increases in proceeds of taxes received each year.

ALTERNATIVES:

None. This is a State constitutional requirement.

STRATEGIC PLAN:

Not applicable.

SUBMITTED BY:

Danielle Garcia, Management Services / Finance Director

RECOMMENDED BY:

Charles M. Duggan, Jr., City Manager

REVIEWED BY:

Yvette M. Abich Garcia, City Attorney

Fiscal Impact

Fiscal Year: 2024-25

Discussion:

None. Approval of the resolution, however, establishes a legal limit on the amount of tax proceeds that can be appropriated in Fiscal Year 2024-25. The difference between the City's Appropriations limit of roughly \$167 million and the budgeted proceeds of taxes for FY 2024-25, roughly \$98.7 million, is approximately \$68 million. The City is thus \$68 million dollars below its Appropriations, or "GANN", limit.

Attachments

Resolution No. 8608 Appropriations Limit (GANN 2024-25)

Appropriation Limit Calculation FY 2024-25

Schedule of Appropriations Subject to Limit FY 24-25 (GANN)

RESOLUTION NO. 8608

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF REDLANDS
ESTABLISHING AN APPROPRIATION LIMIT FOR THE FISCAL YEAR 2024-2025
PURSUANT TO ARTICLE XIII B OF THE CALIFORNIA CONSTITUTION

WHEREAS, Article XIII B of the California Constitution provides that the total appropriations subject to limitation of each governmental entity, including this city, shall not exceed the appropriation limit of such entity of government for the prior year adjusted for changes in the cost of living or personal income and population, except as otherwise provided for in said Article XIII B and implementing State statutes; and

WHEREAS, pursuant to said Article XIII B of the California Constitution and Section 7900 et seq. of the California Government Code, the City is required to set an appropriation limit for each fiscal year; and

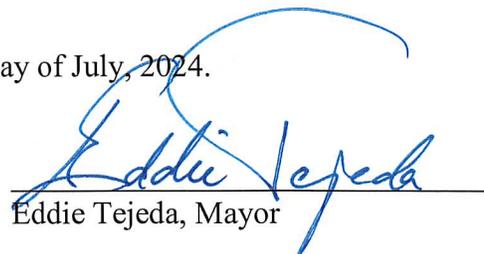
WHEREAS, the Management Services / Finance Director of the City of Redlands has interpreted the technical provisions of said Article XIII B computations and has caused a technical review to be made of the documentation for the City's said appropriation limitation, utilizing the population growth factor for the County which is higher than that of the City, and has caused the numbers upon which the City's appropriation limit was and is based to be calculated; and

WHEREAS, the City Council chooses to adjust the City's Appropriations Limit by calculating inflation using the California per capita personal income growth; and

WHEREAS, based on such calculation, the Management Services / Finance Director has determined the said appropriation limit and, pursuant to Section 7910 of the California Government Code, has made available to the public the documentation used in the determination of said appropriation limit 15 days in advance of consideration of the adoption of this resolution;

NOW THEREFORE, BE IT RESOLVED, by the City Council of the City of Redlands, California, that said appropriation limit for the Fiscal Year 2024-2025 shall be and is hereby set in the amount of \$166,791,965.

ADOPTED, SIGNED AND APPROVED this 2nd day of July, 2024.


Eddie Tejada, Mayor

ATTEST:


Jeanne Donaldson, City Clerk

I, Jeanne Donaldson, City Clerk of the City of Redlands, hereby certify that the foregoing resolution was duly adopted by the City Council at a regular meeting thereof held on the 2nd of July, 2024 by the following vote:

AYES: Councilmembers Barich, Davis, Guzman-Lowery, Saucedo; Mayor Tejada
NOES: None
ABSENT: None
ABSTAINED: None



Jeanne Donaldson, City Clerk

City of Redlands
 APPROPRIATIONS SUBJECT TO THE GANN (PROP 4) LIMIT
 FOR FISCAL YEAR 2024-25

Revenue Source	Proceeds from Taxes	Non-Proceeds from Taxes	Total
General Fund:			
Property Tax	\$ 41,920,684		\$ 41,920,684
Sales Tax	46,920,871		46,920,871
Public Safety Sales Tax	1,417,932		1,417,932
Transient Occupancy Tax	1,900,000		1,900,000
Mining Tax	360,000		360,000
Franchise Fees		\$ 3,276,284	3,276,284
Business Licenses	5,400,000		5,400,000
Property Transfer Tax	570,000		570,000
Other Licenses		50,000	50,000
Building Permit Fees		3,712,261	3,712,261
City Ordinance Violation		6,000	6,000
Motor Vehicle Fees		65,000	65,000
State and Federal		107,140	107,140
City Attorney Fees		90,000	90,000
Engineering Services		764,000	764,000
Facilities & Community Svcs.		1,137,940	1,137,940
Fire Services		427,100	427,100
Recreation & Senior Svcs.		476,290	476,290
Library Services		4,200	4,200
Police		707,550	707,550
Animal Control		42,501	42,501
Interfund Charges		4,310,522	4,310,522
Donations/Contributions		-	-
Other Revenue		1,810,574	1,810,574
Sub-Total	<u>\$ 98,489,487</u>	<u>\$ 16,987,362</u>	<u>\$ 115,476,849</u>
Percent of Total	85.29%	14.71%	100.00%
Allocation of Investment Income	<u>213,223</u>	<u>36,777</u>	<u>250,000</u>
Sub-Total	<u>\$ 98,702,710</u>	<u>\$ 17,024,139</u>	<u>\$ 115,726,849</u>
Total Appropriations Subject to Limit	<u><u>\$ 98,702,710</u></u>		

City of Redlands Annual Appropriations (Gann) Limit Calculation

<u>Fiscal Year</u>	<u>Per Capita Personal Income</u>	<u>Greater of County/City Population Growth</u>	<u>CPI Converted to Ratio</u>	<u>Population Change Ratio</u>	<u>Growth Factor</u>	<u>Prior Year Limit</u>	<u>New Year Limit</u>	<u>Annual Appropriations</u>
1999-00	4.53%	0.63%	1.0453	1.0063	1.0519	48,823,906	51,357,867	
2000-01	4.91%	1.04%	1.0491	1.0104	1.0600	51,357,867	54,439,885	
2001-02	7.82%	1.89%	1.0782	1.0189	1.0986	54,439,885	59,806,459	20,662,334
2002-03	-1.27%	2.38%	0.9873	1.0238	1.0108	59,806,459	60,452,234	23,803,636
2003-04	2.31%	2.59%	1.0231	1.0259	1.0496	60,452,234	63,450,561	26,027,555
2004-05	3.28%	2.51%	1.0328	1.0251	1.0587	63,450,561	67,176,586	29,161,548
2005-06	5.26%	2.49%	1.0526	1.0249	1.0788	67,176,586	72,470,755	38,161,381
2006-07	3.96%	2.10%	1.0396	1.0210	1.0614	72,470,755	76,922,750	43,507,560
2007-08	4.42%	1.86%	1.0442	1.0186	1.0636	76,922,750	81,816,738	45,057,191
2008-09	4.29%	1.45%	1.0429	1.0145	1.0580	81,816,738	86,563,913	44,629,611
2009-10	0.62%	0.79%	1.0062	1.0079	1.0141	86,563,913	87,788,704	41,088,873
2010-11	-2.54%	0.85%	0.9746	1.0085	0.9829	87,788,704	86,286,122	41,838,548
2011-12	3.77%	1.05%	1.0377	1.0105	1.0359	86,286,122	89,380,648	42,532,387
2012-13	3.77%	0.86%	1.0377	1.0086	1.0466	89,380,648	93,547,951	44,234,987
2013-14	5.12%	0.85%	1.0512	1.0085	1.0601	93,547,951	99,173,476	46,669,816
2014-15	-0.23%	0.78%	0.9977	1.0078	1.0055	99,173,476	99,717,151	48,271,359
2015-16	3.82%	1.09%	1.0382	1.0109	1.0495	99,717,151	104,654,783	51,000,007
2016-17	5.37%	0.93%	1.0537	1.0093	1.0635	104,654,783	111,300,300	52,276,876
2017-18	3.69%	1.16%	1.0369	1.0116	1.0489	111,300,300	116,746,006	54,846,325
2018-19	3.67%	0.95%	1.0367	1.0095	1.0465	116,746,006	122,180,375	57,176,384
2019-20	3.85%	0.90%	1.0385	1.0090	1.0478	122,180,375	128,026,278	58,909,563
2020-21	3.73%	0.51%	1.0373	1.0051	1.0426	128,026,278	133,478,947	57,702,628
2021-22	5.73%	-0.01%	1.0573	0.9999	1.0572	133,478,947	141,113,178	82,632,086
2022-23	7.55%	0.14%	1.0755	1.0014	1.0770	141,113,178	151,979,697	90,025,371
2023-24	4.44%	0.12%	1.0444	1.0012	1.0457	151,979,697	158,925,169	97,632,769
2024-25	3.62%	1.28%	1.0362	1.0128	1.0495	158,925,169	166,791,965	98,702,710

(This page intentionally left blank)

REVENUES

ORGKEY	OBJECT	2022-23 ACTUAL (AUDITED)	2023-24 ADJUSTED BUDGET	2023-24 12 MONTH ESTIMATED	2024-25 CITY COUNCIL ADOPTED	2025-26 CITY COUNCIL ADOPTED	
PROPERTY TAXES							
101501	4101	Current Secured Taxes	35,839,243	36,316,180	36,316,180	39,680,718	41,785,951
101501	4102	Current Unsecured Taxes	752,910	717,881	889,992	773,212	773,212
101501	4103	Supplemental Secured Taxes	682,621	352,047	352,047	476,757	476,757
101501	4104	Supplemental Unsecured Taxes	69,285	25,821	30,492	51,415	51,415
101501	4105	Secured PY Taxes	339,605	391,108	391,108	371,646	371,646
101501	4106	Unsecured PY Taxes	11,742	13,102	15,434	12,849	12,849
101501	4107	Supplemental PY Taxes	204,586	174,543	411,127	247,742	247,742
101501	4108	Possessory Interest Taxes	426,762	278,940	278,940	306,345	306,345
		TOTAL PROPERTY TAXES	38,326,753	38,269,622	38,685,320	41,920,684	44,025,917
OTHER TAXES							
101501	4001	Sales Tax - Donut Hole	7,546,662	6,867,236	6,675,815	6,810,758	6,970,689
101501	4003	Sales and Use Tax	19,207,139	19,780,584	20,422,307	19,968,113	20,583,697
101501	4005	Public Sfy Sales Tax-Prop 172	1,463,166	1,457,441	1,418,593	1,417,932	1,430,000
101501	4006	Measure T Sales Tax	20,415,886	19,953,000	19,953,000	20,142,000	20,763,000
101501	4207	Property Transfer Tax	611,913	571,000	571,000	570,000	598,500
101502	4208	Transient Occupancy Tax	2,311,290	1,609,000	1,609,000	1,900,000	1,995,000
101502	4209	Franchise Fees	4,487,821	2,567,833	4,499,151	3,276,284	3,726,149
101502	4210	Mining Tax	371,644	360,000	360,000	360,000	360,000
		TOTAL OTHER TAXES	56,415,521	53,166,094	55,508,866	54,445,087	56,427,035
		TOTAL TAXES	94,742,274	91,435,716	94,194,186	96,365,771	100,452,952
OTHER REVENUES							
101502	4301	Business License	5,550,894	5,100,000	5,300,000	5,400,000	5,565,000
101502	4302	Dog License	46,095	54,600	45,000	50,000	55,000
101502	4305	Building Permits	1,446	1,000	1,000	1,000	1,000
101120	4329	Miscellaneous Permit	2,230	1,000	2,000	2,000	2,000
101502	4329	Miscellaneous Permit	50	-	-	-	-
101501	4330	Street Rep Fee-TruckHaul Prmt	12	-	-	-	-
101501	4403	Motor Vehicle Fees	74,686	65,000	65,000	65,000	65,000
101501	4405	Mandated Costs Reimb	63,241	40,000	40,000	107,140	110,000
101100	4415	Cost Recovery/Reimbursed Exp	16	500	-	-	-
101120	4415	Cost Recovery/Reimbursed Exp	9	-	-	-	-
101150	4415	Cost Recovery/Reimbursed Exp	5,070	-	3,000	3,000	3,000
101501	4415	Cost Recovery/Reimbursed Exp	4,719	-	3,000	3,000	3,000
101150	4521	City Atty Services Reimbursed	81,492	90,000	90,000	90,000	90,000
101501	4604	City Ordinance Violation	10,955	7,000	5,000	6,000	7,000
101502	4701	Application/Filing Fee	224,461	170,000	140,000	165,000	175,000
101121	4711	PEG Fees	41,107	50,000	45,000	45,000	45,000
101501	4805	General Gov't Overhead	4,102,330	4,379,383	4,379,383	4,310,522	4,460,480
101501	4808	Investment Income	178,015	-	-	-	-
101502	4808	Investment Income	97,477	200,000	5,800,000	250,000	250,000
101502	4810	Returned Check Fee	129	500	100	100	100
101501	4812	Sale of Surplus Property	-	5,000	25,000	5,000	5,000
101502	4812	Sale of Surplus Property	79	-	-	-	-
101501	4814	Miscellaneous Receipts	690,493	160,000	206,734	279,377	293,987
101502	4814	Miscellaneous Receipts	(244)	-	20	-	-
101110	4817	Misc. Taxable Sales	205	-	75	75	75
101501	4817	Misc. Taxable Sales	42	-	20	-	-
101120	4819	Donations	-	-	20	-	-
101501	4820	Bad Debt Recoveries	458	5,000	500	500	500
		TOTAL OTHER REVENUE	11,175,466	10,328,983	16,150,852	10,782,714	11,131,142
		TOTAL GENERAL GOVERNMENT	105,917,740	101,764,699	110,345,038	107,148,485	111,584,094

REVENUES

ORGKEY	OBJECT	2022-23 ACTUAL (AUDITED)	2023-24 ADJUSTED BUDGET	2023-24 12 MONTH ESTIMATED	2024-25 CITY COUNCIL ADOPTED	2025-26 CITY COUNCIL ADOPTED	
<u>DEVELOPMENT SERVICES</u>							
101162	4305	Building Permits	1,495,049	1,456,272	1,287,083	1,364,308	1,405,237
101164	4305	Building Permits	71,672	80,425	76,889	81,503	83,948
101162	4306	Electrical Permits	212,079	158,878	158,878	158,878	163,644
101162	4307	Plumbing Permits	83,707	78,384	93,039	98,621	101,580
101162	4309	HVAC Permits	114,547	117,588	134,742	142,826	147,111
101162	4310	Cert of Occupancy	(79)	32,139	7,489	7,938	8,176
101162	4311	Pool and Spa Permits	29,690	54,545	30,046	31,849	32,804
101164	4312	Sign Permits	13,440	16,209	10,874	13,546	13,952
101164	4313	Demolition Permits	7,911	8,754	737	8,889	9,156
101162	4314	Roofing Permits	149,159	140,438	154,904	164,199	169,124
101164	4315	Historic Cert of Approp	6,667	9,359	5,770	6,768	6,971
101164	4320	East Valley Corridor	14,640	19,665	20,810	15,181	15,636
101164	4321	Specific Plan	13,281	8,367	8,367	15,427	15,890
101164	4322	Conditional Use Permit	98,719	69,148	9,066	70,844	72,969
101164	4323	Variances	6,320	19,605	3,681	9,368	9,649
101164	4324	Home Occupation Permit	7,699	3,587	4,107	4,354	4,484
101162	4331	Solar Permit	-	-	3,995	4,018	4,139
101164	4415	Cost Recovery/Reimbursed Exp	588,186	171,064	464,297	492,154	506,919
101162	4501	General Plan Review Fee	57,894	193,411	55,302	58,620	60,379
101164	4502	General Plan Amendment	321	-	-	10,144	10,448
101162	4503	Plan Check	627,441	404,668	423,926	449,362	462,843
101164	4503	Plan Check	76,342	55,358	58,931	62,467	64,341
101164	4504	Preliminary Review	5,726	9,567	8,510	10,036	10,337
101164	4505	CRA Review	93,281	110,994	39,422	85,934	88,512
101164	4506	Map Review	50,282	93,695	20,563	81,582	84,029
101164	4507	Street Vacation	13,010	9,836	8,921	6,716	6,917
101164	4508	Environmental Impact	-	926	-	-	-
101164	4510	Planning Appeal Processing	5,549	-	356	4,038	4,159
101164	4511	Ordinance Amendment	16,621	7,176	67	6,490	6,685
101164	4512	Development Agreements	-	-	500	11,154	11,489
101164	4513	Annexation Agreements	25,650	4,848	8,794	8,884	9,151
101164	4514	Preannex. Agreements	-	-	40	7,140	7,354
101164	4515	Socio-Economic Studies	34,865	49,367	7,836	24,648	25,387
101162	4528	Research & Microfilming	4,190	5,080	6,776	7,183	7,398
101164	4701	Application/Filing Fee	511	-	-	-	-
101164	4717	Contract Administration Fee	85,509	18,991	71,948	76,265	78,553
101162	4810	Returned Check Fee	258	81	86	-	-
101162	4812	Sale of Surplus Property	2,175	-	-	-	-
101164	4814	Miscellaneous Receipts	24,295	30,813	19,447	20,614	21,232
101164	4817	Misc. Taxable Sales	447	-	-	-	-
101164	New	Zone Clearance for B.L.	-	-	-	18,200	18,746
101164	New	Temp Holiday Sales Permits	-	-	-	6,320	6,510
101164	New	Temp & Special Events Permits	-	-	-	5,775	5,948
101164	New	Administrative Use Permits	-	-	-	4,869	5,015
101164	4734	Legal Ad Notice Publication	-	-	-	26,750	27,553
101164	4736	Environ CEQA Notice Publication	-	-	-	10,700	11,021
101164	4735	Tribal Government Notification	-	-	-	17,700	18,231
		TOTAL DEVELOPMENT SERVICES	4,037,054	3,439,239	3,206,199	3,712,261	3,823,629
<u>LIBRARY</u>							
101190	4532	Non-Resident Fees	9,822	6,615	5,070	-	-
101190	4733	Library Fines	28,719	21,275	14,650	4,200	4,284
101191	4801	Lincoln Shrine Support	45,000	-	-	40,000	40,000
		TOTAL LIBRARY	83,541	27,890	19,720	44,200	44,284

REVENUES

ORGKEY	OBJECT	2022-23 ACTUAL (AUDITED)	2023-24 ADJUSTED BUDGET	2023-24 12 MONTH ESTIMATED	2024-25 CITY COUNCIL ADOPTED	2025-26 CITY COUNCIL ADOPTED
<u>POLICE DEPARTMENT</u>						
101202	4303	Bicycle License	708	-	1,032	-
101202	4325	Adult Oriented Bus Permit	2,490	2,500	2,200	2,500
101202	4412	POST Training Reimbursement	14,707	20,000	23,500	20,000
101202	4414	IRNET Reimbursement	11,897	7,500	7,500	7,500
101200	4415	Cost Recovery/Reimbursed Exp	276,531	30,000	10,000	30,000
101202	4415	Cost Recovery/Reimbursed Exp	6,320	-	-	-
101204	4415	Cost Recovery/Reimbursed Exp	12,576	360,000	360,000	540,000
101202	4525	Depositions	3,256	5,250	3,500	5,250
101202	4526	Fingerprinting/Bkgrd Check	1,721	-	400	-
101202	4529	Police Reports	4,364	3,000	4,200	4,500
101202	4579	Vehicle Impound Fees	49,528	45,000	45,000	45,000
101202	4580	Tow Fees	33,600	35,000	30,000	35,000
101202	4584	Contract Services	2,604	2,232	2,232	2,300
101200	4606	False Alarm Fees	15,900	5,000	5,300	8,000
101202	4607	Booking Restitution	135	-	-	-
101202	4810	Returned Check Fee	43	-	-	-
101200	4812	Sale of Surplus Property	54,870	-	-	-
101202	4812	Sale of Surplus Property	4,655	-	-	-
101204	4812	Sale of Surplus Property	5,620	-	-	-
101202	4814	Miscellaneous Receipts	12,125	7,500	3,000	7,500
101202	4819	Donations	12,000	90,741	12,000	-
101202	4827	Lease Proceeds	302,255	-	-	-
		TOTAL POLICE DEPARTMENT	827,905	613,723	509,864	707,550
<u>FIRE DEPARTMENT</u>						
101251	4310	Cert of Occupancy	3,488	8,000	1,000	3,000
101251	4327	Special Fire Permits	70,698	60,000	60,000	60,000
101251	4328	Fire Permits	-	8,000	-	5,000
101250	4409	Mutual Aid Reimbursement	288,936	600,000	250,000	300,000
101250	4415	Cost Recovery/Reimbursed Exp	29,400	55,000	15,000	15,000
101251	4415	Cost Recovery/Reimbursed Exp	-	1,000	-	1,000
101251	4503	Plan Check	34,665	27,000	20,000	25,000
101251	4517	Inspections	-	17,000	-	-
101251	4520	State Mandated Inspect.	-	1,200	-	2,000
101250	4531	City Classes/Programs	6,818	15,000	15,000	15,000
101251	4602	Code Enforcement Abatement	-	700	-	600
101250	4603	Fire Alarms	-	500	-	500
101250	4812	Sale of Surplus Property	-	-	1	-
101250	4819	Donations	8,700	6,822	6,822	7,000
101251	4819	Donations	1,500	-	2,190	1,000
		TOTAL FIRE DEPARTMENT	444,206	800,222	370,013	435,100
<u>FCS - ANIMAL SERVICES</u>						
101311	4415	Cost Recovery/Reimbursed Exp	8,080	135,000	-	-
101311	4534	Animal Adoptions	19,065	40,000	8,000	8,000
101311	4535	Boarding Fees	3,945	4,000	2,289	2,334
101311	4536	Owner Release for Adoption	1,985	4,500	763	778
101311	4537	Shelter Apprehension Fees	1,695	3,000	2,871	2,929
101311	4538	Shelter Deposit Fees	17,711	10,000	14,083	14,365
101311	4583	Trap Rentals	-	95	-	-
101311	4585	Animal Pick-Up Reimb (NPDES)	14,323	15,000	13,819	14,095
101311	4602	Code Enforcement Abatement	100	3,000	-	-
101311	4812	Sale of Surplus Property	88	-	-	-
101311	4814	Miscellaneous Receipts	5	-	-	-
101311	4819	Donations	49,006	-	72,616	-
		TOTAL FCS - ANIMAL SERVICES	116,001	214,595	114,441	42,501

REVENUES

ORGKEY	OBJECT	2022-23 ACTUAL (AUDITED)	2023-24 ADJUSTED BUDGET	2023-24 12 MONTH ESTIMATED	2024-25 CITY COUNCIL ADOPTED	2025-26 CITY COUNCIL ADOPTED
<u>RECREATION & SENIOR SERVICES</u>						
101309	4530	284,563	355,714	315,000	401,830	401,830
101309	4533	35,386	21,673	55,351	56,458	57,588
101309	4544	-	-	1,906	1,944	1,983
101309	4545	9,623	8,146	14,760	15,055	15,357
101309	4802	40	-	500	510	520
101309	4812	700	-	-	-	-
101309	4813	261,101	250,000	135,000	200,000	225,000
101309	4814	(18)	-	1	-	-
101309	4815	1,571	482	482	492	501
101309	4819	4,988	-	27,635	-	-
TOTAL RECREATION & SENIOR SERVICES		597,954	636,015	550,636	676,290	702,779
<u>FACILITIES AND COMMUNITY SERVICES DEPARTMENT</u>						
101303	4312	1,604	1,500	1,500	1,500	1,500
101300	4415	1,584	92,000	51,831	75,000	75,000
101302	4415	23,031	-	-	-	-
101303	4415	38,924	482,000	568,506	284,253	-
101304	4415	39,288	-	23,495	-	-
101305	4415	31,301	-	-	-	-
101300	4523	255	-	448	-	-
101306	4524	126,233	140,000	1,000	-	-
101303	4584	-	2,955	-	-	-
101300	4602	228,640	130,000	70,000	70,000	70,000
101306	4602	(13,900)	-	(740)	-	-
101300	4702	6,485	4,275	2,250	-	-
101304	4703	332,187	326,815	332,187	332,187	332,187
101300	4725	385,785	165,324	350,000	375,000	400,000
101303	4809	300	-	100	-	-
101310	4810	86	-	-	-	-
101303	4812	1,095	-	-	-	-
101304	4812	11,205	-	-	-	-
101300	4813	1,500	-	-	-	-
101303	4813	151,639	99,820	119,000	120,000	120,000
101310	4813	1,408,493	1,374,934	1,308,925	938,522	429,405
101300	4814	-	-	15	-	-
101310	4814	165	-	-	-	-
101300	4819	1,575	-	500	-	-
101303	4819	395,645	-	1,191	-	-
101301	4827	36,761	-	-	-	-
101304	4827	44,995	-	-	-	-
101303	4830	17,933	-	-	-	-
101310	4830	33,848	-	-	-	-
101310	4831	(1,062)	-	-	-	-
TOTAL FACILITIES & COMM SERVICES DEPARTMENT		3,305,595	2,819,623	2,830,209	2,196,462	1,428,092
<u>ENGINEERING</u>						
101400	4305	10,377	17,000	11,370	10,000	10,000
101400	4308	73,656	57,000	42,861	32,000	32,000
101400	4316	583,607	441,000	369,260	350,000	350,000
101400	4319	173,912	132,000	132,000	135,000	140,000
101400	4322	17,056	13,000	8,680	8,000	8,000
101400	4415	42,548	25,000	30,900	25,000	25,000
101400	4503	264,665	188,000	119,547	100,000	120,000
101400	4505	13,858	17,000	7,310	7,000	7,000
101400	4506	41,935	100,000	29,710	35,000	40,000
101400	4507	6,010	2,000	3,854	2,000	2,000
101400	4512	4,406	12,000	7,997	5,000	5,000
101400	4522	56,817	60,000	36,389	30,000	30,000
101400	4578	26,410	26,000	29,133	25,000	25,000
101400	4810	43	-	-	-	-
101400	4814	-	-	339	-	-
TOTAL ENGINEERING DEPARTMENT		1,315,301	1,090,000	829,349	764,000	794,000
TOTAL GENERAL FUND (101)		116,645,297	111,406,006	118,775,468	115,726,849	119,628,919

REVENUES

ORGKEY	OBJECT	2022-23 ACTUAL (AUDITED)	2023-24 ADJUSTED BUDGET	2023-24 12 MONTH ESTIMATED	2024-25 CITY COUNCIL ADOPTED	2025-26 CITY COUNCIL ADOPTED
<u>GENERAL GOVT GRANTS (200)</u>						
200120	4401	State Grants	-	4,529,069	4,529,069	-
200164	4401	State Grants	256,288	238,417	238,417	-
200190	4401	State Grants	-	44,503	445,035	-
200202	4401	State Grants	96,577	229,461	226,051	-
200250	4401	State Grants	-	244,500	244,500	-
200300	4401	State Grants	410	-	1,500	-
200400	4401	State Grants	66,401	4,591,509	1,733,160	-
200501	4401	State Grants	-	8,000,000	8,000,000	-
200120	4407	Federal Grants	2,591,767	5,402,301	5,402,301	-
200164	4407	Federal Grants	748,888	1,111,761	828,656	-
200202	4407	Federal Grants	134,940	362,760	281,121	-
200250	4407	Federal Grants	45,107	777,997	796,676	-
200300	4407	Federal Grants	3,505	1,893	9,671	-
200400	4407	Federal Grants	532,089	1,048,673	1,652,363	-
200202	4408	Federal Reimbursement	5,763	-	23,759	-
200202	4410	Other Grants	28,000	30,000	60,000	-
200250	4410	Other Grants	-	8,717	8,717	-
200300	4410	Other Grants	-	-	4,740	-
200309	4410	Other Grants	35,474	3,578	3,578	-
200120	4808	Investment Income	38	-	-	-
		TOTAL GENERAL GOVT GRANTS	4,545,248	26,625,139	24,489,314	-
<u>EMERGENCY SERVICES (205)</u>						
205250	4101	Current Secured Taxes	1,127,580	1,100,000	1,100,000	1,100,000
205250	4415	Cost Recovery/Reimbursed Exp	-	2,500	-	-
205250	4532	Non-Resident Fees	-	30,000	-	-
205250	4819	Donations	5,130	3,000	1,000	5,000
		TOTAL EMERGENCY SERVICES	1,132,710	1,135,500	1,101,000	1,105,000
<u>HOUSEHOLD HAZARDOUS WASTE (206)</u>						
206250	4545	Program Income	156,464	100,000	100,000	130,000
		TOTAL HOUSEHOLD HAZARDOUS WASTE	156,464	100,000	100,000	130,000
<u>GAS TAX (207)</u>						
207300	4201	Road Maint. Rehab (Sec 2030)	1,626,121	1,486,239	1,744,461	1,864,736
207300	4202	Gas Tax (Prop 111) 2105	414,766	427,192	443,553	452,351
207300	4203	Gas Tax 2107	565,258	570,508	605,835	618,199
207300	4204	Gas Tax Engineering Rcpts.	7,500	7,500	7,500	7,500
207300	4205	Gas Tax 2106	264,178	262,125	273,121	278,546
207300	4206	Gas Tax 2103 & Tax 7360	593,842	616,982	641,453	647,022
		TOTAL GAS TAX	3,471,665	3,370,546	3,715,923	3,868,354
<u>LOCAL TRANSPORTATION (209)</u>						
209400	4415	Cost Recovery/Reimbursed Exp	-	44,000	44,000	-
209400	4808	Investment Income	2,323	-	-	-
		TOTAL LOCAL TRANSPORTATION	2,323	44,000	44,000	-
<u>MEASURE "I" 2010 (210)</u>						
210400	4004	Measure I Sales Tax	1,924,654	1,837,360	1,837,360	2,000,000
210400	4808	Investment Income	22,068	-	165,000	200,000
		TOTAL MEASURE "I" 2010	1,946,721	1,837,360	2,002,360	2,200,000
<u>PARIS STREET RECONSTRUCTION (211)</u>						
211910	4415	Cost Recovery/Reimbursed Exp	-	-	25,000	-
211400	4808	Investment Income	(113,072)	-	175,000	150,000
		TOTAL PARIS STREET RECONSTRUCTION	(113,072)	-	200,000	150,000
<u>AIR QUALITY IMPROVEMENT (221)</u>						
221400	4411	AB2766 Subvention AQMD	119,218	89,000	92,000	92,000
221400	4808	Investment Income	1,039	-	23,788	-
		TOTAL AIR QUALITY IMPROVEMENT	120,257	89,000	115,788	92,000

REVENUES

ORGKEY	OBJECT	2022-23 ACTUAL (AUDITED)	2023-24 ADJUSTED BUDGET	2023-24 12 MONTH ESTIMATED	2024-25 CITY COUNCIL ADOPTED	2025-26 CITY COUNCIL ADOPTED
<u>TRAFFIC SAFETY (223)</u>						
223200	4608	Traffic Fines	34,584	25,000	40,000	25,000
223200	4609	Red Light Traffic Fines	1,935	2,000	2,500	2,000
223200	4610	Parking Fines	102,199	175,000	90,000	100,000
		TOTAL TRAFFIC SAFETY	138,717	202,000	132,500	127,000
<u>OPEN SPACE (227)</u>						
227501	4720	Open Spc Acq Fee	89,098	500,000	54,469	80,000
227501	4808	Investment Income	18,517	-	122,241	-
		TOTAL OPEN SPACE	107,615	500,000	176,710	80,000
<u>DOWNTOWN BUSINESS AREA (236)</u>						
236300	4545	Program Income	3,285	154,000	2,806	25,000
236300	4808	Investment Income	1,515	-	(4,129)	-
236300	4814	Miscellaneous Receipts	35,685	-	18,973	-
		TOTAL DOWNTOWN BUSINESS AREA	40,484	154,000	17,650	25,000
<u>PARKING AUTHORITY (237)</u>						
237502	4813	Rental Income	9,988	11,500	8,000	8,000
237502	4830	Interest on Leases	1,961	-	-	-
		TOTAL PARKING AUTHORITY	11,949	11,500	8,000	8,000
<u>PUBLIC ART FUND (238)</u>						
238100	4808	Investment Income	193	-	-	-
		TOTAL PUBLIC ART FUND	193	-	-	-
<u>TRANSPORTATION DEVELOPMENT ACT (241)</u>						
241400	4401	State Grants	-	882,932	1,972,631	-
		TOTAL TRANSPORTATION DEVELOPMENT ACT	-	882,932	1,972,631	-
<u>ASSET FORFEITURE (246)</u>						
246200	4611	Drug Confiscation - State	6,131	3,000	5,000	5,000
246200	4612	Drug Confiscation - Federal	318,873	30,000	300,000	181,438
246200	4613	Drug Confiscation-Fed Treas	23,436	80,000	25,918	30,000
246200	4614	15% Drug/Gang Prevention-CA	78	600	1,077	855
246200	4808	Investment Income	24,467	6,000	19,019	10,000
246200	4812	Sale of Surplus Property	11,445	-	-	-
		TOTAL ASSET FORFEITURE	384,429	119,600	351,014	227,293
<u>SUPPLEMENTAL LAW ENFORCEMENT (249)</u>						
249200	4401	State Grants	183,582	225,000	225,000	260,558
249200	4808	Investment Income	3,214	1,500	29,245	1,500
		TOTAL SUPPLEMENTAL LAW ENFORCEMENT	186,795	226,500	254,245	262,058
<u>PARK & OPEN SPACE DEV (250)</u>						
250300	4719	Park & Open Space Facilities	294,300	1,500,000	303,509	500,000
250400	4808	Investment Income	20,764	-	109,736	-
		TOTAL PARK & OPEN SPACE DEV	315,063	1,500,000	413,245	500,000
<u>PUBLIC FACILITIES DEV (251)</u>						
251300	4712	Police Facilities	6,090	26,000	5,498	35,000
251300	4713	Fire Facilities	113,486	509,000	105,222	125,000
251300	4714	Library Facilities	25,616	152,000	26,288	50,000
251300	4715	General Government Facilities	138,580	600,000	125,216	150,000
251400	4716	Community Center Facilities	-	-	576	-
		TOTAL PUBLIC FACILITIES DEV	283,773	1,287,000	262,800	360,000

REVENUES

ORGKEY	OBJECT	2022-23 ACTUAL (AUDITED)	2023-24 ADJUSTED BUDGET	2023-24 12 MONTH ESTIMATED	2024-25 CITY COUNCIL ADOPTED	2025-26 CITY COUNCIL ADOPTED
<u>ARTERIAL STREET CONSTRUCTION (252)</u>						
252400	4415	Cost Recovery/Reimbursed Exp	-	-	2,150,000	-
252400	4722	Regional Arterial Fee	218,662	575,000	150,000	150,000
252400	4723	Railroad Crossings Fee	3,656	12,000	10,000	10,000
252400	4724	Local Arterial Fee	82,514	230,000	60,000	60,000
252400	4808	Investment Income	38,791	14,000	-	-
TOTAL ARTERIAL STREET CONSTRUCTION		343,623	831,000	547,408	2,370,000	220,000
<u>TRAFFIC SIGNALS (253)</u>						
253302	4721	Transportation Facilities	18,788	88,000	14,000	13,000
253400	4808	Investment Income	14,563	4,500	77,750	-
TOTAL TRAFFIC SIGNALS		33,351	92,500	91,750	13,000	13,000
<u>FREEWAY INTERCHANGES (254)</u>						
254400	4415	Cost Recovery/Reimbursed Exp	2,697,068	-	324,720	-
254304	4721	Transportation Facilities	181,987	518,000	140,000	110,000
254400	4808	Investment Income	69,138	8,500	110,406	-
TOTAL FREEWAY INTERCHANGES		2,948,193	526,500	575,126	110,000	110,000
<u>INCLUSIONARY HOUSING FUND (255)</u>						
255900	4808	Investment Income	-	-	-	-
	4832	In-Lieu Incl. Housing Fee	-	-	1,800,000	1,500,000
TOTAL INCLUSIONARY HOUSING FUND		-	-	-	1,800,000	1,500,000
<u>STREET LIGHTING DISTRICT #1 (260)</u>						
260300	4727	Assessment District	25,357	25,000	24,097	24,820
TOTAL STREET LIGHTING DISTRICT #1		25,357	25,000	24,097	24,820	25,564
<u>COMMUNITY FACILITY DISTRICT 2004-1 (261)</u>						
261300	4415	Cost Recovery/Reimbursed Exp	-	-	-	-
261300	4727	Assessment District	582,079	600,000	662,149	700,000
261300	4808	Investment Income	1,454	1,000	12,504	-
261300	4814	Miscellaneous Receipts	25,000	-	-	-
TOTAL COMMUNITY FACILITY DISTRICT		608,533	601,000	674,653	700,000	703,156
<u>LANDSCAPE MAINTENANCE DISTRICT (263)</u>						
263300	4727	Assessment District	29,696	29,000	29,000	29,000
TOTAL LANDSCAPE MAINTENANCE DISTRICT		29,696	29,000	29,000	29,000	29,000
<u>GENERAL DEBT SERVICE (305)</u>						
305501	4110	Supplemental - Voter Approved	95,695	30,000	30,000	30,000
305501	4808	Investment Income	(1,175)	430	16,219	500
TOTAL GENERAL DEBT SERVICE		94,520	30,430	46,219	30,500	30,500
<u>STORM DRAIN CONSTRUCTION (405)</u>						
405300	4718	Storm Drain Fees	189,041	380,000	75,000	75,000
405400	4808	Investment Income	17,709	7,500	138,291	-
TOTAL STORM DRAIN CONSTRUCTION		206,750	387,500	213,291	75,000	75,000
<u>SAFETY/CITY HALL REPLACEMENT (406)</u>						
406501	4808	Investment Income	30,368	-	129,883	-
TOTAL SAFETY/CITY HALL REPLACEMENT		30,368	-	129,883	-	-

REVENUES

ORGKEY	OBJECT	2022-23 ACTUAL (AUDITED)	2023-24 ADJUSTED BUDGET	2023-24 12 MONTH ESTIMATED	2024-25 CITY COUNCIL ADOPTED	2025-26 CITY COUNCIL ADOPTED
<u>WATER (501)</u>						
501900	4415	Cost Recovery/Reimbursed Exp	22,279	25	15,000	15,000
501900	4503	Plan Check	19,305	21,000	1,155	-
501900	4556	Water Usage	23,679,705	32,577,584	32,577,584	33,000,000
501900	4557	Fire Flow Testing	2,370	3,000	1,700	1,500
501900	4558	B Contract Water Usage	61,819	105,000	65,000	65,000
501900	4560	Water Meter Install	37,845	30,000	28,000	30,000
501900	4561	Water Turn-On	-	-	(46)	-
501900	4564	Irrigation Water Usage	2,548,160	3,100,000	3,100,000	3,000,000
501900	4566	Fire Hydrant Water Usage	121,783	155,000	100,000	100,000
501900	4568	Fire Protection Water Usage	554,620	420,000	420,000	450,000
501900	4605	Conservation Violation Penalty	44	525	-	-
501900	4704	Frontage Charge	55,176	45,000	151,381	20,000
501900	4808	Investment Income	609,744	210,000	3,013,962	3,000,000
501900	4810	Returned Check Fee	-	50	-	-
501900	4812	Sale of Surplus Property	128	-	-	-
501900	4813	Rental Income	127,245	130,000	100,000	100,000
501900	4814	Miscellaneous Receipts	301,813	105,000	250,000	250,000
501900	4817	Misc. Taxable Sales	-	-	1,155	-
501900	4825	Capital Contribution	1,600,150	-	-	-
501900	4828	Sale of Water Shares	-	-	455,500	-
501900	4830	Interest on Leases	33,764	-	-	-
		TOTAL WATER	29,775,950	36,902,184	40,280,391	40,031,500
<u>WATER PROJECTS (501910)</u>						
501910	4407	Federal Grants	78,647	-	11,676	-
		TOTAL WATER PROJECTS	78,647	-	11,676	-
<u>WATER DEBT SERVICE (501930)</u>						
501930	4808	Investment Income	2,717	-	6,984	-
		TOTAL WATER DEBT SERVICE	2,717	-	6,984	-
<u>SOURCE ACQUISITION (508)</u>						
508900	4562	Water Source Acq Residential	23,234	437,000	19,181	70,000
508900	4563	Water Source Acq Non-Res	7,944	46,000	448,391	10,000
508900	4808	Investment Income	13,003	-	82,438	-
		TOTAL SOURCE ACQUISITION	44,181	483,000	550,010	80,000
<u>WATER CAPITAL IMPROVEMENT (509)</u>						
509920	4575	Cap Improv Chrg Non-Res	56,824	345,000	700,000	400,000
509920	4576	Cap Improv Chrg Residential	517,829	1,610,000	500,000	250,000
		TOTAL WATER CAPITAL IMPROVEMENT	574,653	1,955,000	1,200,000	650,000
<u>SOLID WASTE (511)</u>						
511900	4415	Cost Recovery/Reimbursed Exp	-	20,000	-	-
511900	4551	SW Service - Residential	8,947,127	9,481,500	9,000,000	9,000,000
511900	4552	SW Service - Non-Residential	8,608,065	8,268,750	8,600,000	8,600,000
511900	4554	Special Hauls & Rolls-Offs	2,713,931	2,976,750	2,700,000	2,700,000
511900	4555	Recycled Material	44,822	10,000	10,000	10,000
511900	4808	Investment Income	(16,421)	15,000	600,000	-
511900	4810	Returned Check Fee	-	-	43	-
511900	4814	Miscellaneous Receipts	-	-	198	-
		TOTAL SOLID WASTE	20,297,523	20,772,000	20,910,241	20,310,000
<u>SOLID WASTE PROJECT (511910)</u>						
511910	4401	State Grants	11,585	40,048	134,360	-
		TOTAL SOLID WASTE PROJECT	11,585	40,048	134,360	-

REVENUES

ORGKEY	OBJECT	2022-23 ACTUAL (AUDITED)	2023-24 ADJUSTED BUDGET	2023-24 12 MONTH ESTIMATED	2024-25 CITY COUNCIL ADOPTED	2025-26 CITY COUNCIL ADOPTED
<u>SOLID WASTE DEBT SERVICE (511930)</u>						
511930	4808	Investment Income	44	-	19	-
		TOTAL SOLID WASTE DEBT SVC	44	-	19	-
<u>CALIF ST LANDFILL CLOSURE (517)</u>						
517981	4808	Investment Income	66,071	-	411,155	-
		TOTAL CALIF ST LANDFILL CLOSURE	66,071	-	411,155	-
<u>SOLID WASTE CAP IMPROVEMENT (519)</u>						
519920	4575	Cap Improv Chrg Non-Res	266,670	500,000	120,000	100,000
519920	4576	Cap Improv Chrg Residential	-	-	1,300	-
519920	4808	Investment Income	72,640	22,000	253,527	-
		TOTAL SOLID WASTE CAP IMPROVEMENT	339,309	522,000	374,827	100,000
<u>WASTEWATER SERVICE (521)</u>						
521900	4415	Cost Recovery/Reimbursed Exp	3,761	3,100	250	1,500
521900	4546	Wastewater Residential	8,935,229	8,400,000	9,000,000	9,500,000
521900	4547	Wastewater Non-Residential	3,117,079	2,800,000	3,000,000	3,200,000
521900	4548	Recycled Water Usage	335,340	155,000	325,000	350,000
521900	4550	Septage Charge	23,524	48,000	55,000	50,000
521900	4704	Frontage Charge	53,880	69,000	150,000	30,000
521900	4808	Investment Income	252,916	52,000	1,000,000	1,000,000
521900	4810	Returned Check Fee	86	-	(86)	-
521900	4812	Sale of Surplus Property	-	-	585	-
521900	4814	Miscellaneous Receipts	17,824	25,000	(8,912)	-
521900	4825	Capital Contribution	866,860	-	-	-
		TOTAL WASTEWATER SERVICE	13,606,499	11,552,100	13,521,837	14,131,500
<u>WASTEWATER PROJECTS (521910)</u>						
521910	4407	Federal Grants	136,957	-	-	-
521910	4824	Bond/Loan Proceeds	-	-	45,000,000	-
		TOTAL WASTEWATER PROJECTS	136,957	-	45,000,000	-
<u>WASTEWATER CAPITAL IMPROVEMENT (529)</u>						
529920	4575	Cap Improv Chrg Non-Res	69,074	230,000	800,000	600,000
529920	4576	Cap Improv Chrg Residential	497,130	1,495,000	400,000	200,000
529920	4808	Investment Income	2,679	22,000	109,318	-
		TOTAL WASTEWATER CAPITAL IMPROVEMENT	568,884	1,747,000	1,309,318	800,000
<u>NON-POTABLE WATER (531)</u>						
531900	4572	Non-Potable Water Usage	322,885	360,000	325,000	325,000
531900	4573	Non-Potable Water Service Charge	295,954	230,000	250,000	250,000
531900	4704	Frontage Charge	-	-	10,000	3,000
531900	4808	Investment Income	22,336	12,000	140,000	125,000
		TOTAL NON-POTABLE WATER	641,176	602,000	725,000	703,000
<u>NON-POTABLE PROJECTS (531910)</u>						
531910	4401	State Grants	-	-	298,693	-
531910	4808	Investment Income	-	-	-	-
		TOTAL NON POT CAP IMPROVEME	-	-	298,693	-
<u>NON-POTABLE CAPITAL IMPROVEMENT FUND (532)</u>						
532920	4575	Cap Improv Chrg Non-Res	104,920	80,000	130,000	125,000
532920	4808	Investment Income	23,695	5,000	69,708	-
		TOTAL NON POT CAP IMPROVEMENT FUND	128,615	85,000	199,708	125,000

REVENUES

ORGKEY	OBJECT	2022-23 ACTUAL (AUDITED)	2023-24 ADJUSTED BUDGET	2023-24 12 MONTH ESTIMATED	2024-25 CITY COUNCIL ADOPTED	2025-26 CITY COUNCIL ADOPTED
<u>GROVES (538)</u>						
538900	4415	Cost Recovery/Reimbursed Exp	752	-	-	-
538900	4808	Investment Income	(5,449)	13,228	-	-
538900	4814	Miscellaneous Receipts	128,325	124,572	-	-
<u>GROVES (538) (CONT.)</u>						
		TOTAL GROVES	123,627	137,800	-	-
<u>GROVES PROJECTS (538910)</u>						
538910	4818	Grove Receipts	1,681,009	860,000	924,500	952,235
		TOTAL GROVES PROJECTS	1,681,009	860,000	924,500	952,235
<u>CEMETERY (562)</u>						
562900	4415	Cost Recovery/Reimbursed Exp	48	-	-	-
562900	4540	Cemetery Interment	186,825	184,090	164,836	173,078
562900	4541	Cemetery Lots	693,913	716,625	675,000	708,750
562900	4542	Cemetery Crypts	69,065	183,810	88,097	112,852
562900	4543	Cemetery Perpetual Care	36,869	70,000	52,097	66,736
562900	4808	Investment Income	20,952	10,776	189,273	-
562900	4809	Finance Charges	8,219	8,500	6,766	8,667
562900	4810	Returned Check Fee	43	86	74	94
562900	4812	Sale of Surplus Property	4,125	-	-	-
562900	4813	Rental Income	29,381	29,250	23,465	30,059
562900	4814	Miscellaneous Receipts	133,358	176,000	116,902	149,752
562900	4817	Misc. Taxable Sales	129,159	121,275	102,986	131,925
562900	4819	Donations	500	500	6,002	7,688
562900	4830	Interest on Leases	345	-	-	-
		TOTAL CEMETERY	1,312,803	1,500,912	1,323,430	1,389,602
<u>AVIATION OPERATING (564)</u>						
564900	4102	Current Unsecured Taxes	96,621	80,000	100,758	106,894
564900	4415	Cost Recovery/Reimbursed Exp	-	-	4,550	-
564900	4707	Tie-Down Fees	9,818	12,485	7,823	8,300
564900	4708	Gate Access Fee	4,302	12,334	4,843	5,138
564900	4709	Fuel Flowage Fees	3,248	3,700	3,700	10,300
564900	4710	Ground Leases	119,359	126,788	142,734	160,000
564900	4808	Investment Income	2,149	-	17,547	-
564900	4809	Finance Charges	431	-	(78)	-
564900	4813	Rental Income	199,594	234,090	195,000	270,000
564900	4814	Miscellaneous Receipts	9,809	-	-	-
564900	4819	Donations	-	-	-	-
564900	4830	Interest on Leases	13,196	-	-	-
		TOTAL AVIATION OPERATING	458,527	469,396	476,877	523,842
<u>AVIATION PROJECTS/GRANTS (564910)</u>						
564910	4401	State Grants	30,048	5,872	15,872	-
564910	4407	Federal Grants	128,658	135,995	135,995	-
		TOTAL AVIATION PROJECTS/GRANTS	158,706	141,867	151,867	-
<u>LIABILITY SELF-INSURANCE (602)</u>						
602900	4808	Investment Income	53,559	-	-	
602900	4814	Miscellaneous Receipts	7,343	-	1,000	
		TOTAL LIABILITY SELF-INSURANCE	60,902	-	1,000	
<u>LIABILITY SELF-INSURANCE (602)</u>						
602140	4814	Miscellaneous Receipts				1,000
		TOTAL LIABILITY SELF-INSURANCE				1,000

REVENUES

ORGKEY	OBJECT	2022-23 ACTUAL (AUDITED)	2023-24 ADJUSTED BUDGET	2023-24 12 MONTH ESTIMATED	2024-25 CITY COUNCIL ADOPTED	2025-26 CITY COUNCIL ADOPTED
<u>INFORMATION TECHNOLOGY (604)</u>						
604900	4415	Cost Recovery/Reimbursed Exp	-	100	-	-
604900	4705	Int Serv Rcpts: General Fund	4,041,273	4,347,511	4,347,511	2,753,037
604900	4706	Int Serv Rcpts: Non-Gen Fund	2,441,134	2,626,112	2,626,112	1,746,963
604900	4808	Investment Income	(58,026)	-	300,000	-
604900	4812	Sale of Surplus Property	731	-	150	-
		TOTAL INFORMATION TECHNOLOGY	6,425,112	6,973,723	7,273,773	4,500,000
<u>WORKERS COMP SELF-INSURANCE (606)</u>						
606951	4415	Cost Recovery/Reimbursed Exp	41,277	-	28,900	-
606951	4586	Worker's Comp Receipts	3,026,426	3,272,153	3,272,153	-
606951	4808	Investment Income	18,476	-	210,899	-
		TOTAL WORKERS COMP SELF-INSURANCE	3,086,179	3,272,153	3,511,952	-
<u>WORKERS COMP SELF-INSURANCE (606)</u>						
606141	4586	Worker's Comp Receipts	-	-	3,341,584	3,457,011
		TOTAL WORKERS COMP SELF-INSURANCE	-	-	3,341,584	3,457,011
<u>EQUIPMENT MAINTENANCE (607)</u>						
607900	4415	Cost Recovery/Reimbursed Exp	250,469	580,135	223,476	234,649
607900	4705	Int Serv Rcpts: General Fund	1,933,322	2,074,587	2,924,934	4,136,643
607900	4706	Int Serv Rcpts: Non-Gen Fund	5,457,052	5,813,576	6,128,738	5,785,404
607900	4803	L/CNG Outside Fuel Sales	611,273	830,446	1,054,807	1,107,547
607900	4808	Investment Income	10,923	10,500	275,318	-
607900	4812	Sale of Surplus Property	3,375	-	61,697	3,000
607900	4814	Miscellaneous Receipts	1,512	-	5,042	-
		TOTAL EQUIP MAINTENANCE	8,267,927	9,309,244	10,674,012	11,267,243
<u>UTILITY BILLING (608)</u>						
608900	4415	Cost Recovery/Reimbursed Exp	-	300	413	300
608900	4561	Water Turn-On	75,158	10,000	65,000	65,000
608900	4574	Utility Billing Service	1,750,000	2,150,000	2,150,000	1,400,000
608900	4808	Investment Income	(8,195)	20,000	88,024	-
608900	4809	Finance Charges	426,863	-	500,000	475,000
608900	4810	Returned Check Fee	13,475	8,500	16,500	15,000
608900	4812	Sale of Surplus Property	268	-	-	-
608900	4814	Miscellaneous Receipts	34,017	30,000	30,000	25,000
608900	4820	Bad Debt Recoveries	6,854	500	3,000	2,000
		TOTAL UTILITY BILLING	2,298,440	2,219,300	2,852,937	1,982,300
<u>PAYROLL CLEARING ADMIN (609)</u>						
609900	4823	Pension Bond Allocation	519,146	392,455	392,455	407,455
		TOTAL PAYROLL CLEARING ADMIN	519,146	392,455	392,455	407,455
<u>SIMONDS ENDOWMENT (705)</u>						
705900	4808	Investment Income	360	-	2,022	-
		TOTAL SIMONDS ENDOWMENT	360	-	2,022	-
<u>PAULINE STANCLIFF MEMORIAL TRUST (706)</u>						
706900	4808	Investment Income	211	-	1,195	-
		TOTAL PAULINE STANCLIFF MEMORIAL TRUST	211	-	1,195	-
<u>COMMUNITY FACILITY DISTRICT TRUST (810)</u>						
810962	4415	Cost Recovery/Reimbursed Exp	835,700	801,352	798,852	822,621
810961	4415	Cost Recovery/Reimbursed Exp	761,448	747,606	764,150	765,091
810962	4808	Investment Income	67	100	-	-
810961	4808	Investment Income	58	100	-	-
		TOTAL COMMUNITY FACILITY DISTRICT TRUST	1,597,274	1,549,158	1,563,002	1,587,712

REVENUES

ORGKEY	OBJECT	2022-23 ACTUAL (AUDITED)	2023-24 ADJUSTED BUDGET	2023-24 12 MONTH ESTIMATED	2024-25 CITY COUNCIL ADOPTED	2025-26 CITY COUNCIL ADOPTED
<u>OBLIGATION PAYMENT (820166)</u>						
820166	4101	Current Secured Taxes	5,181	-	-	-
820166	4808	Investment Income	84,730	-	-	-
		TOTAL OBLIGATION PAYMENT	89,911	-	-	-
<u>SUCCESSOR TO RDA DEBT SVC (820169)</u>						
820169	4808	Investment Income	7	-	-	-
		TOTAL SUCCESSOR TO RDA DEBT SVC	7	-	-	-
		TOTAL NON-GENERAL FUNDS	109,404,676	141,956,548	146,448,656	162,077,091

CAPITAL OUTLAY
GENERAL FUND

DEPARTMENT / DIVISION / PROJECT	ORG	OBJECT	DESCRIPTION	2023-24 12-MONTH ESTIMATED	2024-25 CITY COUNCIL ADOPTED	2025-26 CITY COUNCIL ADOPTED	FY 2025 & FY 2026 UNFUNDED AMOUNT
GENERAL FUND (101)							
Library							
Library	101190	8706	Compact Shelving for Museum of Redlands Exhibit Prep Area				86,000
Library	101190	8706	Compact Shelving for Museum of Redlands 2nd Story Storage				540,620
Library	101190	8704	Bookmobile				200,000
Library	101190	8503	Smile Library Basement Remodel				100,000
			Total	\$ -	\$ -	\$ -	\$ 926,620
Police							
Support Services	101202	8501	EOC Police Department Remodel	74,376			
Support Services	101202	8701	Watson Furniture Group Inc	6,274			
Support Services	101202	8706	Flock Automated License Plate Reader Cameras (35)	87,500			
Support Services	101202	8704	Toyota Tundra - Donation from Red Police Comm. Found	53,157			
Special Services	101205	8706	TALINO Multi-GPU High-End Workstation		11,849		
			Total	\$ 221,307	\$ 11,849	\$ -	\$ -
Fire Department							
Suppression	101250	8501	Fire Station 262 Remodel	1,530,000			
Suppression	101250	8503	Folding Apparatus Bay Door for Fire Station 262	250,000			
Suppression	101250	8503	Folding Apparatus Bay Door for Fire Station 263	250,000			
Suppression	101250	8503	Fire Station 262 ADA Retrofit	173,000			
Suppression	101250	8503	Wolf/Lang Christopher Architects, Inc	47,977			
Suppression	101250	8704	2 Light Fleet Vehicles Purchase	306,285			
Suppression	101250	8706	800 MHz XN Radios	579,950			
Suppression	101250	8706	DJI Mavic Thermal Drone	6,822			
Suppression	101250	8501	FS263 Remodel		600,000		2,200,000
Suppression	101250	8501	Apparatus Bay Storage Structure @ City Yard			400,000	1,500,000
Suppression	101250	8501	Architectural Design for New Fire Station			700,000	-
Suppression	101250	8704	Water Tender				-
Suppression	101250	8704	Type 3 Brush Engine				-
Community Risk Reduction	101251	8706	New Furniture For EOC Located At The New FS264	15,000			
Emergency Preparedness	101254	8701	New Furniture For EOC Located At The New FS264	150,000			
Emergency Preparedness	101254	8702	New Equipment For EOC Located At The New FS264	200,000			
Emergency Preparedness	101255	8706	Fuel Tank at FS263				100,000
			Total	\$ 3,509,034	\$ 600,000	\$ 1,100,000	\$ 3,800,000
Facilities & Community Services							
Administration	101300	8001	Parking Deck Structural Repairs	\$ 100,000	\$ 650,000		
Administration	101300	8001	Downtown Parking Lot Purchases (3)	750,000			
Administration	101300	8602	Zanja Trail Agreement with Larry Jacinto Construction	200,000			
Administration	101300	8706	State Street Renovations			50,000	
Building Maintenance	101301	8501	Redlands Bowl HVAC	50,000			
Building Maintenance	101301	8501	CIP For Long Term Capital Improvement Needs	150,000			
Building Maintenance	101301	8501	Scissor Lift				50,000
Building Maintenance	101301	8501	Add parking lot lights at City Yard				45,000
Building Maintenance	101301	8501	Upgrade replace motorized gates at city yard				100,000
Building Maintenance	101301	8501	PD Annex HVAC Upgrade / Replacement				50,000
Building Maintenance	101301	8501	Cabinet Replacement	10,355			
Electrical	101302	8706	Controller Upgrades	28,000			
Electrical	101302	8706	Traffic signal cabinet/controller (5)		125,000		125,000
Electrical	101302	8706	Video detection (10)		200,000		200,000
Parks	101303	8501	Redlands Bowl and Electrical Work	506,193			
Parks	101303	8501	Redlands Bowl Improvements	833,389			

CAPITAL OUTLAY
GENERAL FUND

DEPARTMENT / DIVISION / PROJECT	ORG	OBJECT	DESCRIPTION	2023-24 12-MONTH ESTIMATED	2024-25 CITY COUNCIL ADOPTED	2025-26 CITY COUNCIL ADOPTED	FY 2025 & FY 2026 UNFUNDED AMOUNT
Parks	101303	8501	Community Park Lighting	642,891			
Parks	101303	8501	Parks Master Plan	250,000			
Parks	101303	8501	Prospect Park Lighting Upgrades	402,539			
Parks	101303	8501	Texonia Park Design	100,767			
Parks	101303	8501	Caroline Park lighting				10,000
Parks	101303	8706	Replacement pressure washer				20,000
Parks	101303	8706	Dump trailer				20,000
Parks	101303	8503	Community Park ballfield fencing				30,000
Parks	101303	8501	Beal Park ball field bleachers and benches				50,000
Parks	101303	8706	Electric riding mower (1)		50,000		120,000
Parks	101303	8706	Electric small equipment(blowers, trimmers etc.)				200,000
Parks	101303	8503	City Wide Park Furnishing replacement(tables, benches etc.)				50,000
Parks	101303	8503	Community Park Bleachers				120,000
Parks	101303	8501	Sewell Theater Fencing		400,000		
Parks	101303	8503	Ford Lower Restroom Construction		90,000		
Parks	101303	8706	Freeway Frontage Landscape		1,707,635		
Parks	101303	8501	Texonia Renovations				420,000
Parks	101303	8501	Ford Park LED lighting upgrade				1,572,365
Parks	101303	8501	Replace concrete stage at Bowl				15,000
Parks	101303	8503	Citywide Shade Structure replacements				100,000
Parks	101303	8503	Brookside Park Renovations				250,000
Parks	101303	8503	Citywide Playground Structure Replacements - sites TBD				150,000
Parks	101303	8501	Replace roof on structure - Ed Hales Park		120,000		380,000
Streets	101304	8706	Caterpillar Equipment	20,468			50,000
Streets	101304	8706	Vactor Truck	657,806			
Streets	101304	8704	Heavy Duty Dump Flat Bed - 37,000 GCWR				170,000
Streets	101304	8704	Heavy Duty Dump Flat Bed - 37,000 GCWR				
Streets	101304	8704	Heavy Duty Concrete Truck - 37,000 GCWR				195,000
Streets	101304	8704	Heavy Duty Asphalt Patch Truck - 37,000 GCWR				
Streets	101304	8000	Meridian Barrier system	295,000			
Streets	101304	8706	Meridian Barrier system - Gate System			65,000	
Trees	101305	8000	14' Tilt Trailer for Stump Grinder				11,800
Trees	101305	8000	Water tank (palletized)				12,400
Trees	101305	8000	Small brush truck dump bed				35,000
Trees	101305	8000	Roll off truck				495,000
Recreation and Senior Services	101309	8501	Joslyn Senior Center Renovations	204,000			
Recreation and Senior Services	101309	8501	Technology Upgrades to Classroom and Rental Spaces				75,000
Recreation and Senior Services	101309	8501	Community Garden Renovations				200,000
Recreation and Senior Services	101309	8501	Carriage House Renovation and additional parking lot				600,000
Recreation and Senior Services	101309	8501	Community Center Renovation Phase 3				750,000
Recreation and Senior Services	101309	8501	Community Center Gameroom Renovation				710,256
City Hall - State Street	101310	8703	300 E State Street Improvements - Network Infrastructure	6,965			
Animal Services	101311	8501	Pavement Repairs	28,900			
Animal Services	101311	8501	Isolation Room Renovations (Funded by Donations)	100,000			
Animal Services	101311	8501	Animal Shelter Expansion				4,400,000
Total				\$ 5,042,273	\$ 3,467,635	\$ 545,000	\$ 11,844,321
Municipal Utilities and Engineering Department							
Engineering	101400	8403	Citywide Sidewalk/ADA Replacement Project	892,787		500,000	1,000,000
Engineering	101400	8403	Public Parking Lot & Alley Improvement Project	2,382,000			2,000,000
Engineering	101400	8501	Traffic & Parking Commission Recommendations	40,000			200,000
Engineering	101400	8501	Rapid Flashing Beacon and LED Crosswalk System	72,242			
Engineering	101400	8501	Orange Blossom Trail Phase 3 Crossings	24,245			
Total				\$ 3,411,274	\$ 500,000	\$ 500,000	\$ 3,200,000
Total General Fund (101)				12,183,888	4,579,484	2,145,000	19,770,941

CAPITAL OUTLAY
OTHER FUNDS

DEPARTMENT / DIVISION / PROJECT	PROJECT LEDGER	ORG	OBJECT	DESCRIPTION	2023-24 12-MONTH ESTIMATED	2024-25 CITY COUNCIL ADOPTED	2025-26 CITY COUNCIL ADOPTED
GOVERNMENTAL GRANTS FUND (200)							
City Manager	F120002	200120	8401	Wastewater Infrastructure (ARPA)	\$ 1,000,000		
Development Services	F164010	200164	8503	Joslyn Senior Center Rehab Project	300,356		
Library	S190001	200190	8503	Building Forward Grant	667,553		
Engineering	F4000032	200400	8501	Redlands Regional Connector (South) Project	846,000		
Engineering	S400021	200400	8501	Cycle 10-Installation of Pedestrian Crossing	202,300		
Engineering	S400029	200400	8501	HSIP Cycle 11 Traffic Signal Improvements	653,600		
Engineering	S400028	200400	8501	HSIP Cycle 11 Traffic Signal Improvements	245,000		
Engineering	F400006	200400	8501	HSIP Cycle 9	255,000		
Engineering	S400030	200400	8501	HSIP Cycle 11 Protected Left Turn Phase Signals	718,100		
Fire	S250019	200250	8501	Construction of Steel Canopy at the HHW Site	221,112		
Fire	F250023	200250	8501	FY22 EOC Grant Program - EOC Remodel Design & Const	176,458		
Fire	F250023	200250	8706	FY22 EOC Grant Program - Furniture, Fixtures, & Equipment	476,270		
Police	F202030	200202	8501	FY21 Homeland Security Grant Prgm	36,670		
Police	F202020	200202	8703	FY19 Byrne Justice Assistance Grant	14,530		
Police	S202004	200202	8706	Bd of State & Community Corrections	46,594		
				Total Governmental Grants Fund (200)	\$ 5,859,543	\$ -	\$ -
PAVEMENT ACCELERATED REPAIR IMPLEMENTATION STRATEGY FUND (PARIS) (211)							
PARIS Projects	211006	211910	8403	2022 Pavement Management Plan	3,197,755		
PARIS Projects	211008	211910	8403	2023 Pavement Management Plan	4,381,606		
PARIS Projects	211007	211910	8501	2022 Alley Paving Project	500,000		
PARIS Projects	211009	211910	8501	2023 Alley Paving Project	500,000	4,040,000	
PARIS Projects	TBD	211910	8403	2024 Pavement Management Plan			4,000,000
PARIS Projects	TBD	211910	8403	2025 Pavement Management Plan			500,000
PARIS Projects	TBD	211910	8501	2024 Alley Paving Project			500,000
PARIS Projects	TBD	211910	8501	2025 Alley Paving Project			4,500,000
				Total PARIS Fund (211)	\$ 8,579,361	\$ 4,540,000	\$ 4,500,000
AIR QUALITY IMPROVEMENT FUND (221)							
Air Quality Improvement Projects		221400	8706	Changeable Signs and Mobile Radar Detection	50,000		
Air Quality Improvement Projects		221400	8501	San Bernardino Ave and Church St traffic signal improvement		146,700	
Air Quality Improvement Projects		221400	8501	City Match for traffic signal impr. project @ Cypress and Cal			160,000
				Total Air Quality Improvement Fund (221)	\$ 50,000	\$ 146,700	\$ 160,000
TRANSPORTATION DEVELOPMENT ACT FUND (241)							
TDA Grants	S241005	241400	8501	2021 TDA 3 - Transit Stop Access Program	46,340		
TDA Grants	C400007	241400	8501	East Valley Corridor Bike Route Project	50,401		
TDA Grants	S241006	241400	8405	TDA Article 3 Orange Blossom Trail Phase IV	1,232,000		
				Total Transportation Development Act Fund (241)	\$ 1,328,741	\$ -	\$ -
ASSET FORFEITURE FUND (246)							
Asset Forfeiture Grants	F246001	246200	8706	Thermal Drone	14,005		
				Total Asset Forfeiture Fund (246)	\$ 14,005	\$ -	\$ -
PARKS AND OPEN SPACE FUND (250)							
Parks and Open Space Fund	TBD	250400	8501	Football Crows Nest and Building - Coyazo Park		400,000	
Parks and Open Space Fund	TBD	250400	8501	BMX Pump Track		500,000	
Parks and Open Space Fund	TBD	250400	8501	Texonia Renovations		220,000	
				Total Parks and Open Space Fund (250)	\$ -	\$ 1,120,000	\$ -
ARTERIAL STREET CONSTRUCTION FUND (252)							
Arterial Street Construction	TBD	252400	8501	California/Redlands Widening Project		4,300,000	
Arterial Street Construction	TBD	252400	8501	Citrus Ave Widening Project			1,200,000
Arterial Street Construction	TBD	252400	8501	California/Lugonia Widening Project			1,150,000
				Total Arterial Street Construction Fund (252)	\$ -	\$ 4,300,000	\$ 2,350,000

CAPITAL OUTLAY
OTHER FUNDS

DEPARTMENT / DIVISION / PROJECT	PROJECT LEDGER	ORG	OBJECT	DESCRIPTION	2023-24 12-MONTH ESTIMATED	2024-25 CITY COUNCIL ADOPTED	2025-26 CITY COUNCIL ADOPTED
TRAFFIC SIGNALS FUND (253)							
Traffic Signals	253007	253400	8501	Traffic Signal Construction at University and Brockton	267,702		
Traffic Signals	TBD	253400	8501	Traffic Signal Construction at Cypress and Cajon		75,000	500,000
				Total Traffic Signals Fund (253)	\$ 267,702	\$ 75,000	\$ 500,000
FREEWAY INTERCHANGES FUND (254)							
Freeway Interchanges	254002	254400	8403	I-10 Alabama Ramp Improvements	1,580,063		
				Total Freeway Interchanges Fund (254)	\$ 1,580,063	\$ -	\$ -
STORM DRAIN CONSTRUCTION FUND (405)							
Storm Drain Construction	TBD	405400	8404	Redlands Country Club Drainage Improvements		70,000	
				Total Storm Drain Construction Fund (405)	\$ -	\$ 70,000	\$ -
SAFETY/CITY HALL REPLACEMENT FUND (406)							
Safety Hall Replacement	406001	406501	8501	Holt Architects Inc	2,127,993		
Safety Hall Replacement	406001	406501	8501	Tilden-Coil Agreement for Safety Hall	3,000,000		
Safety Hall Replacement	406001	406501	8501	Miller Architecture and Design	1,368,579		
Safety Hall Replacement	TBD	406501	8501	Re-roofing of 300 E State St	287,017		
				Total Safety/City Hall Replacement Fund (406)	\$ 6,783,589	\$ -	\$ -
WATER FUND (501)							
Water Operations		501900	8501	Other Betterments and Improvements	250,000		
Water Operations		501900	8704	Motor Vehicle Purchases	400,939		
Water Operations		501900	8705	Laboratory Equipment	31,365		
Water Operations		501900	8706	Additional Valve Truck	350,000		
Water Operations		501900	8501	AWIA Security Fencing		500,000	500,000
Water Operations		501900	8501	Hinckley WTP Expansion		150,000	
Water Operations		501900	8701	Water Distribution Office Expansion-furniture		95,000	
Water Operations		501900	8704	Ford F-550 Crane Trucks		370,000	388,500
Water Operations		501900	8705	Lab Improvements (equipment)		100,000	65,000
Water Operations		501900	8706	Backhoe		400,000	
Water Projects and Grants	501005	501910	8402	CIP - Well Rehabilitation	956,732		
Water Projects and Grants	501006	501910	8706	Water SCADA System Upgrade-Infrastructure	4,727,968		
Water Projects and Grants	501009	501910	8501	Hinckley Sludge Press (materials & installation)	833,655	750,000	3,500,000
Water Projects and Grants	501021	501910	8402	Advanced Metering/Automatic Meter Reading	792,876		
Water Projects and Grants	501040	501910	8402	Tate Transmission Line Replacement	2,075,096		
Water Projects and Grants	TBD	501910	8402	CIP Water Pipeline Replacement		4,500,000	4,500,000
Water Projects and Grants	TBD	501910	8402	Highline Replacement		4,500,000	
Water Projects and Grants	TBD	501910	8501	AWIA Security Fencing (HWTP, TWTP, HAWC, Maguet 2, E.L. 6)		3,000,000	
Water Projects and Grants	TBD	501910	8501	Lab Improvements Design and Construction		500,000	2,000,000
Water Projects and Grants	501028	501910	8501	Fixed Generator-5th Ave, Texas St, Country Club (materials & installation)		1,725,000	3,815,000
Water Projects and Grants	TBD	501910	8501	Hinckley WTP Parking Lot Improvements (design)			225,000
				Total Water Fund (501)	\$ 10,418,630	\$ 16,590,000	\$ 14,993,500
SOLID WASTE FUND (511)							
Solid Waste Projects and Grants	511003	511910	8501	Gas Collection System	1,498,264		
Solid Waste Projects and Grants	511005	511910	8704	Solid Waste Collection Vehicles	3,511,873	1,500,000	1,500,000
				Total Solid Waste Fund (511)	\$ 5,011,137	\$ 1,500,000	\$ 1,500,000

CAPITAL OUTLAY
OTHER FUNDS

DEPARTMENT / DIVISION / PROJECT	PROJECT LEDGER	ORG	OBJECT	DESCRIPTION	2023-24 12-MONTH ESTIMATED	2024-25 CITY COUNCIL ADOPTED	2025-26 CITY COUNCIL ADOPTED
WASTEWATER SERVICE FUND (521)							
Wastewater Operations		521900	8703	Hach W/IMS Equipment	8,000		
Wastewater Operations		521900	8704	Hydraulic Telescopic Crane	265,455		
Wastewater Operations		521900	8705	Replace Laboratory Equipment	73,774		
Wastewater Operations		521900	8706	Compressor Trailer	40,000		
Wastewater Operations		521900	8501	Modular Office		30,000	100,000
Wastewater Operations		521900	8501	WW Entrance Sign		25,000	25,000
Wastewater Operations		521900	8704	Maintenance Cart		60,000	65,000
Wastewater Operations		521900	8704	Mobile Light Tower		240,000	240,000
Wastewater Operations		521900	8705	Laboratory Equipment			
Wastewater Operations		521900	8706	MBR Replacement Project			
Wastewater Projects and Grants	521029	521910	8401	2022 Sewer CIP	3,328,717		
Wastewater Projects and Grants	521027	521910	8501	Climate Control Storage Unit	70,000		
Wastewater Projects and Grants	TBD	521910	8401	CIP Sewerline Replacement and Manhole Rehabilitation		1,500,000	1,500,000
Wastewater Projects and Grants	TBD	521910	8706	A Basin RTC Replacement (equipment)		300,000	
Wastewater Projects and Grants	TBD	521910	8401	Hillside Stabilization and Landscaping Project		300,000	
Wastewater Projects and Grants	TBD	521910	8501	Concrete Steps Pathway		50,000	
Wastewater Projects and Grants	TBD	521910	8401	Recycled Water Pipeline Extension for California St Orange Groves		400,000	
Wastewater Projects and Grants	TBD	521910	8501	AC Drive Path			35,000
Wastewater Projects and Grants	TBD	521910	8501	Lab Improvements Design and Construction		500,000	2,000,000
Wastewater Projects and Grants	TBD	521910	8501	WWTP Rehabilitation Phase 2		250,000	45,500,000
				Total Wastewater Fund (521)	\$ 3,785,946	\$ 3,655,000	\$ 49,465,000
NONPOTABLE WATER SERVICE FUND (531)							
Nonpotable Projects and Grants	531020	531910	8405	Prop 1 Round 1 Recycled Water for Orange Groves	597,386		
				Total Nonpotable Water Service Fund (531)	\$ 597,386	\$ -	\$ -
NONPOTABLE WATER CAPITAL IMPROVEMENT FUND (532)							
Nonpotable Capital Improvement Fund		532920	8402	Engineering for Two Recycled Water Reservoirs	337,586		
				Total Groves Fund (532)	\$ 337,586	\$ -	\$ -
GROVES FUND							
Groves Projects and Grants	TBD	538910	8001	Grove Purchase	100,000		
				Total Nonpotable Water Service Fund (531)	\$ 100,000	\$ -	\$ -

CAPITAL OUTLAY
OTHER FUNDS

DEPARTMENT / DIVISION / PROJECT	PROJECT LEDGER	ORG	OBJECT	DESCRIPTION	2023-24 12-MONTH ESTIMATED	2024-25 CITY COUNCIL ADOPTED	2025-26 CITY COUNCIL ADOPTED
CEMETERY FUND (562)							
Cemetery Operations		562900	8501	Sunset Lawn Phase 2- Standard Burial Plots	110,000		
Cemetery Operations		562900	8501	Sunset Lawn Phase 3- Traditional Area Development	60,000		
Cemetery Operations		562900	8706	Vault Lowering Device	7,500		
Cemetery Operations		562900	8706	Water Pressure Tank		20,000	
Cemetery Operations		562900	8501	Development of Additional Inventory (Burial Plots)		100,000	100,000
				Total Cemetery Fund (562)	\$ 177,500	\$ 120,000	\$ 100,000
INNOVATION & TECHNOLOGY FUND (604)							
Innovation & Technology Operations		604900	8703	Dell EMC Switch	17,095		
Innovation & Technology Operations		604900	8703	Dell Marketing LP	30,849		
Innovation & Technology Operations		604900	8703	PD Camera Camera System Upgrade	250,000	500,000	500,000
Innovation & Technology Operations		604900	8703	PowerEdge R760XD2 Server	12,386		
Innovation & Technology Operations		604900	8703	Comprehensive Switch Upgrade	203,328		
Innovation & Technology Operations		604900	8703	SDI Purchases	85,000		
Innovation & Technology Operations		604900	8703	VoIP Upgrade / Migration		450,000	
Innovation & Technology Operations		604900	8703	Comprehensive Switch upgrade		250,000	250,000
Innovation & Technology Operations		604900	8703	Annex Server Infrastructure		50,000	
Innovation & Technology Operations		604900	8703	EOC Core Switch Replacement		40,000	
Innovation & Technology Operations		604900	8703	Firewall Replacement		150,000	150,000
Innovation & Technology Operations		604900	8703	Data Center Improvements		50,000	
Innovation & Technology Operations		604900	8703	PD Wireless Refresh		30,000	
Innovation & Technology Operations		604900	8703	SIEM Solution		75,000	
				Total Innovation & Technology Fund (604)	\$ 598,658	\$ 1,595,000	\$ 900,000
EQUIPMENT MAINTENANCE FUND (607)							
Equipment Maintenance		607900	8501	Impr. to Corp Yard Layout; CNG Slow Fill and Electric Charging Stations; repaving		175,000	325,000
Equipment Maintenance		607900	8501	Wash Bay Repair and Expansion			200,000
Equipment Maintenance		607900	8503	Upgrade Exhaust System in Shop (Fire Vehicles) Design & Build		50,000	100,000
Equipment Maintenance		607900	8704	Upgrade HVAC System (remove old heaters and install hvac system)		75,000	250,000
Equipment Maintenance		607900	8706	Service Truck		85,000	
Equipment Maintenance		607900	8706	Forklift		83,932	
Equipment Maintenance		607900	8706	Install Drive Cams and Telematics in all City Units (SW and Light Duty First)		75,000	75,000
Equipment Maintenance		607900	8706	Upgrade to Fuel Island Hardware and Software (internet access)		50,000	
				Equipment Maintenance Fund (607)	\$ -	\$ 593,932	\$ 950,000
UTILITY BILLING FUND (608)							
Utility Billing Operations		608900	8501	Payment Kiosk	36,358		
Utility Billing Operations		608900	8501	Citworks Integration with enQuesta	80,000		
				Total Utility Billing Fund (608)	\$ 116,358	\$ -	\$ -
				Total Other Funds	\$ 45,606,204	\$ 34,305,632	\$ 75,418,500

CAPITAL IMPROVEMENT PLAN FY 2025 THROUGH FY 2030

CAPITAL IMPROVEMENT PLAN

The City of Redlands’ Capital Improvement Plan (CIP) guides the City’s long term, strategic decisions regarding the construction, repair and replacement of the City’s assets including streets, public buildings, water and sewer pipeline, and parks. The CIP covers a six-year planning horizon, or three biennial budget cycles. It serves as a financial tool, identifying funds for the wide variety of mid- and longer-term capital projects, as well as a planning tool to ensure capital projects are consistent with the City’s General Plan. It is a projection of the City’s needed capital investments over a six-year period, both funded and unfunded. The CIP will be updated with each new biennial budget and will be adjusted periodically to maintain its relevance. The City Budget will incorporate the first two years of the CIP into a Capital Budget.

Development of the CIP is an intensive process and involves a comprehensive review of the goals and direction of the City’s future infrastructure needs. Before capital projects become official CIP projects, they undergo a prioritization process, where City staff identify assets for repair, replacement, or purchase in the next two-year budget cycle. When the City Council adopts the biennial budget, projects included in those fiscal years become part of the Capital Budget.

Capital projects included in the CIP are projects specifically designed for large-scale, long-term investment that builds, replaces, or improves an asset (for example, buildings, parks, storm drains, water pipeline, roads, etc.). Capital projects should have a design life of at least ten years and a minimum cost of approximately \$50,000. Additionally, capital items not meeting the criteria of “capital projects” as mentioned above are referred to as “Capital Outlay”. These items include vehicles, equipment, and other capital expenses that do not meet criteria for a project.

It is important to note that capital projects differ from maintenance projects, which are not within the CIP. Maintenance projects are typically smaller in scale and cost and refer to more short-term repairs or preventative measures to ensure vital public infrastructure remains operational.



Capital Project

- Create or expand upon existing assets
- Provide a link between long-range strategic plans and current resources/needs
- May be funded through cash or debt financing
- Extend the useful life of an asset and/or increase its value/capacity



Maintenance Project

- Repair relatively minor damage to an asset
- Preserve the original state of a capital asset through preventative or curative measures
- Mostly routine
- Conserve the operational abilities of City property
- Part of ongoing operational budget

The CIP includes two years' worth of budgeted projects and a four-year plan for projects intended to meet the City's current or anticipated capital needs, the funding sources (if available), and some highlighted projects with details and descriptions.

General Fund CIP

Significant improvements are planned for the City's parks, the Community and Senior Centers, neighborhood infrastructure, streets, and various community facilities. One of the most significant projects is the renovation of Texonia Park at \$1.7 million. Improvements include a new irrigation system, the complete replacement of existing restroom facilities, new playground equipment, soccer field re-grading, the addition of pathways and lighting, the addition of exercise equipment and parking lot improvements. Other projects include: \$325,000 in traffic signal cabinet and sensor equipment replacement, \$650,000 in parking structure repairs, \$400,000 for the construction of the Ford Park Lower Restrooms, \$500,000 in City sidewalk and ADA Ramp replacements, and \$3.7 million for debt service for the Safety Hall Construction project which will be the new home for the Police Department.

Water Fund CIP

Capital investments in the City's water and wastewater systems are important for maintaining higher service availability and reliability for residents and businesses. In the Water Fund, appropriations for FY 2025 and 2026 total roughly \$43.4 and \$42.6 million, with about \$15.6 million dedicated to capital improvement projects (CIP) in FY 2025 and \$14.5 million dedicated in FY 2026. The largest planned water project through FY 2030 is roughly \$18 million for the pipeline replacement project. Other planned CIP projects include the expansion of treatment and distribution facilities, laboratory improvements, security improvements, fleet and heavy-duty equipment replacements, and a filter press to dewater sludge at the Hinckley Water Treatment Plant.

Wastewater Fund CIP

In the Wastewater Fund, appropriations total approximately \$18.6 and \$64.2 million for FY 2025 and 2026, with \$3 million in pipeline replacement budgeted to replace a combined total of roughly 5 to 6 miles of sewer pipeline. It is worth noting that the Wastewater Fund's largest project, the Wastewater Treatment Plant Capital Modifications Phase 2 (~\$45 million) is included in the FY 2026 Adopted Budget. Municipal Utilities and Engineering staff were notified that the City has been awarded a State Revolving Fund loan to finance the construction of the project. The funding process will still take 12 to 24 months to complete. The Clean Water State Revolving Fund is a federal-state partnership that provides low-cost financing to communities for a wide range of water quality infrastructure projects, including municipal wastewater facilities. The project will completely rebuild the existing facility, which was originally constructed in 1962, and expanded in 1972, 1988 and 2004.

Other Fund CIP

The City has also invested in capital projects for other funds such as the Paris Fund, Parks and Open Space Fund, and Arterial Street Construction Fund. Capital investments for these other funds include the following, \$8 million in FY 2025 and 2026 for the Paris fund for street resurfacing, \$1.1 million in FY 2025 for the Parks and Open Space Fund for various improvements to City parks, \$6.6 million in FY 2025 and 2026 for the Arterial Street Construction Fund for street widening projects.

The CIP is divided into sections according to fund. Each fund will contain lists of projects included in the six-year planning horizon, a brief description of the project and an estimated dollar amount for each project. Additionally, we have provided CIP project summaries for some of the key projects included in the CIP.

City of Redlands 6-Year Capital Improvement Plan (CIP)

Orgkey	Object	Division	Project Name	FY 2025 Budget	FY 2026 Budget	Untunded FY2025 & FY2026 Requests	FY 2027 Plan	FY 2028 Plan	FY 2030 Plan	6 Year Funded and Planned Total
GENERAL FUND										
Library										
101190	8503	Library	Smiley Library Basement Remodel	-	-	100,000	667,000	667,000	667,000	2,668,000
101190	8503	Library	Contemporary Club Remodel/ Including New Roof & Exterior Doors	-	-	-	-	-	750,000	1,500,000
			Total Library	-	-	100,000	667,000	667,000	1,417,000	4,168,000
Police Department										
101202	8503	Support Services	Safety Hall Construction	-	3,730,000	-	3,730,000	3,730,000	3,730,000	18,650,000
			Total Police Department	-	3,730,000	-	3,730,000	3,730,000	3,730,000	18,650,000
Fire Department										
101250	8501	Suppression	FS263 Remodel to bring facility up to essential services seismic life safety standards	-	-	2,200,000	-	-	-	-
101250	8503	Suppression/EM	Apparatus Bay Storage Structure @ City Yard	600,000	-	-	-	-	-	600,000
101250	8503	Suppression	Design and Construction of one (1) fire station	-	-	1,500,000	1,500,000	-	1,100,000	3,700,000
101250	8503	Suppression	Architectural Design Docs for two (2) new fire stations	-	-	-	-	-	500,000	500,000
101250	8503	Suppression	FS261 Remodel	-	-	-	-	-	1,250,000	2,500,000
			Total Fire Department	600,000	-	3,700,000	1,500,000	-	2,350,000	7,300,000
Facilities and Community Services										
101300	8706	FCS Admin	State St. Renovations	-	50,000	-	250,000	250,000	250,000	1,050,000
101301	8501	Administration	Parking Deck Structural Repairs	650,000	-	-	-	-	-	650,000
101301	8501	Building Maint	PD Annex HVAC Upgrade/ Replacement	-	-	50,000	150,000	400,000	-	550,000
101301	8501	Building Maint	City Yard HVAC replacements	-	-	-	200,000	200,000	-	600,000
101301	8501	Building Maint	Upgrade replace motorized gates at city yard	-	-	-	-	-	-	-
101301	8501	Building Maint	Civic Center Flat Roofs	-	-	-	-	-	-	-
101302	8000	Electrical	Video detection (10)	200,000	-	-	-	-	-	350,000
101302	8000	Electrical	Traffic signal cabinet/controller (5)	125,000	-	-	-	-	-	125,000
101303	8503	Parks	Ford Lower Restroom Construction	400,000	-	-	-	-	-	400,000
101303	8503	Parks	Brookside Park Renovations	-	-	150,000	-	-	-	150,000
101303	8503	Parks	Community Park Bleachers	-	-	120,000	-	-	-	120,000
101303	8501	Parks	Sewell Theater Fencing	-	-	200,000	-	-	-	200,000
101303	8501	Parks	Texonia Renovations	1,707,635	-	1,572,365	-	-	-	1,707,635
101303	8501	Parks	Replace roof on structure - Ed Hales Park	-	-	50,000	-	-	-	50,000
101303	8501	Parks	Replace concrete stage at Bowl	-	-	100,000	-	-	-	100,000
101303	8503	Parks	Park Restroom replacement-city wide	-	-	-	350,000	350,000	350,000	1,400,000
101303	8706	Parks	Freeway Frontage Landscape	-	-	-	-	-	-	180,000
101309	8501	Parks/Rec	Community Center Renovation Phase 3	90,000	-	-	-	-	-	90,000
101309	8501	Parks/Rec	Community Center Game room Renovation	-	-	-	-	-	-	-
101309	8501	Parks/Rec	Community Garden Renovations	-	-	-	-	-	-	-
101309	8501	Parks/Rec	Ford Park Tennis Court Renovation	-	-	-	-	-	-	-
101309	8501	Parks/Rec	Clement Tennis Court Renovation	-	-	-	-	250,000	-	250,000
101309	8501	Parks/Rec	Carriage House Renovation and additional parking lot	-	-	600,000	-	-	-	600,000
101309	8501	Parks/Rec	Sylvan Park Care Taker House Renovation	-	-	-	-	-	500,000	500,000
101309	8501	Parks/Rec	Splash Pad	-	-	-	-	-	-	-
101311	8501	Animal Services	Animal Shelter Expansion	-	-	4,400,000	-	-	-	-
			Total Facilities and Community Services	3,172,635	140,000	9,747,621	950,000	1,800,000	1,100,000	8,212,635
Municipal Utilities and Engineering Department										
101400	8403	Engineering	Citywide Sidewalk and ADA Ramps Replacement	500,000	500,000	1,000,000	500,000	500,000	500,000	3,000,000
101400	8403	Engineering	Alley Improvements	-	-	2,000,000	500,000	500,000	500,000	2,000,000
101400	8501	Engineering	TPC Recommended Project	-	-	200,000	-	-	-	-
			Total Municipal Utilities and Engineering Department	500,000	500,000	3,200,000	1,000,000	1,000,000	1,000,000	5,000,000
			Grand Total General Fund	4,272,635	4,370,000	16,747,621	7,847,000	7,197,000	10,097,000	43,330,635

City of Redlands 6-Year Capital Improvement Plan (CIP)

Orgkey	Object	Division	Project Name	FY 2025 Budget	FY 2026 Budget	Untunded FY2025 & FY2026 Requests	FY 2027 Plan	FY 2028 Plan	FY 2029 Plan	FY 2030 Plan	6 Year Funded and Planned Total
OTHER FUNDS											
Air Quality Management Fund											
221400	8501		Funding for the construction of San Bernardino Ave and Church St traffic signal improvement	146,700	-	-	-	-	-	-	146,700
221400	8501		City match for the proposed grant-funded traffic signal improvements project @ Cypress and Caj	-	160,000	-	-	-	-	-	160,000
			Total Air Quality Management Fund	146,700	160,000	-	-	-	-	-	306,700
PARIS Fund											
211910	8403	PARIS/PMP	Street Resurfacing Project	4,040,000	4,000,000	-	4,000,000	4,000,000	4,000,000	4,000,000	24,040,000
211910	8501	PARIS/PMP	Alley Improvements	500,000	500,000	-	500,000	500,000	500,000	500,000	3,000,000
			Total PARIS Fund	4,540,000	4,500,000	-	4,500,000	4,500,000	4,500,000	4,500,000	27,040,000
Parks and Open Space Fund											
250400	8501	Parks/Open	Football Crows Nest and Building - Coyazo Park	400,000	-	-	-	-	-	-	400,000
250400	8501	Parks/Open	BMX Pump Track	500,000	-	-	-	-	-	-	500,000
250400	8501	Parks/Open	Tekona Renovations	220,000	-	-	-	-	-	-	220,000
			Total Parks and Open Space Fund	1,120,000	-	-	-	-	-	-	1,120,000
Arterial Street Fund											
252400	8501	Arterial	California/Redlands Widening	4,300,000	-	-	-	-	-	-	4,300,000
252400	8501	Arterial	California/Lugonia Widening	-	1,150,000	-	-	-	-	-	1,150,000
252400	8501	Arterial	Citrus Avenue Widening	-	1,200,000	-	-	-	-	-	1,200,000
			Total Arterial Street Fund	4,300,000	2,350,000	-	-	-	-	-	6,650,000
Traffic Signals Fund											
253400	8501	Traffic Signal	Traffic Signal Improvement Cypress/Cajon	75,000	500,000	-	-	-	-	-	575,000
			Total Traffic Signals Fund	75,000	500,000	-	-	-	-	-	575,000
Freeway Interchange Fund											
254400	8501	Interchange	Widen eastbound off-ramp (I-10/California)	-	-	-	-	2,000,000	-	-	2,000,000
			Total Freeway Interchange Fund	-	-	-	-	2,000,000	-	-	2,000,000
Storm Drain Fund											
405400	8404	Storm Drain	Redlands Country Club Drainage Improvements	70,000	-	-	-	-	-	-	70,000
			Total Storm Drain Fund	70,000	-	-	-	-	-	-	70,000
Water Fund											
501900	8501	Water Operations	AWIA Security Fencing	500,000	-	-	-	-	-	-	500,000
501900	8501	Water Operations	Hinckley WTP Expansion	150,000	-	-	-	-	-	-	150,000
501910	8402	Water Projects	Joint Utility Lab Improvements-Design & Construction (Phases)	500,000	2,000,000	-	1,700,000	1,700,000	-	-	5,900,000
501910	8402	Water Projects	CIP Waterline Replacements (Construction)	4,500,000	4,500,000	-	4,500,000	4,500,000	4,500,000	-	27,000,000
501910	8402	Water Projects	Highline Replacement	4,500,000	-	-	-	-	-	-	4,500,000
501910	8501	Water Projects	AWIA Security Fencing (HWTP, TWTP, HAWC, Maguet 2, E.L. 6)	3,000,000	-	-	-	-	-	-	3,000,000
501910	8501	Water Projects	Fixed Generator - 5th Ave., Country Club, Texas St., Agate	1,725,000	3,815,000	-	-	-	-	-	5,540,000
501910	8501	Water Projects	Hinckley WTP Sludge Press (materials & installation)	750,000	3,500,000	-	-	-	-	-	4,250,000
501910	8402	Water Projects	Hinckley WTP Parking Improvements (Construction)	-	225,000	-	750,000	-	-	-	975,000
501910	8402	Water Projects	Well 38 & 39 Wellhead Treatment System (Construction)	-	-	-	9,000,000	-	-	-	9,000,000
501910	8402	Water Projects	Drill New Well (Construction)	-	-	-	3,000,000	-	-	-	3,000,000
501910	8501	Water Projects	Sunset Reservoir (Design)	-	-	-	-	1,000,000	-	-	1,000,000
501910	8402	Water Projects	Sunset Reservoir (Construction)	-	-	-	-	-	6,000,000	-	6,000,000
501910	8402	Water Projects	Tate Transmission Line Replacement (Phase 1)	-	-	-	-	8,000,000	-	-	8,000,000
501910	8402	Water Projects	Tate Transmission Line Replacement (Phase 2)	-	-	-	-	-	4,000,000	-	4,000,000
501910	8402	Water Projects	Tate WTP Upgrades (Design and Construction)	-	-	-	-	-	1,000,000	-	1,000,000
			Total Water Fund	15,625,000	14,540,000	-	18,950,000	15,200,000	15,500,000	12,500,000	92,315,000

City of Redlands 6-Year Capital Improvement Plan (CIP)

Orgkey	Object	Division	Project Name	FY 2025 Budget	FY 2026 Budget	Unfunded FY2025 & FY2026 Requests	FY 2027 Plan	FY 2028 Plan	FY 2029 Plan	FY 2030 Plan	6 Year Funded and Planned Total
Wastewater Fund											
521910	8401	Wastewater	CIP Sewer line Replacement and Manhole Rehabilitation	1,500,000	1,500,000	-	1,500,000	1,500,000	1,500,000	1,500,000	9,000,000
521910	8401	Wastewater	Recycled Water Pipeline Extension for California St Orange Groves	400,000	-	-	-	-	-	-	400,000
521910	8501	Wastewater	Joint Utility Lab Improvements-Design & Construction (Phases)	500,000	2,000,000	-	1,700,000	1,700,000	-	-	5,900,000
521910	8501	Wastewater	WWTP Rehabilitation - Phase 2 (Construction & Construction Support)	250,000	45,500,000	-	-	-	-	-	45,750,000
521910	8401	Wastewater	Pipeline Upsizing - Cajon St (Cypress to Fern)	-	-	-	827,000	-	-	-	827,000
521910	8401	Wastewater	Pipeline Upsizing - Cajon St @ Citrus Avenue	-	-	-	141,000	-	-	-	141,000
521910	8401	Wastewater	Alabama Septage Pond Remediation	-	-	-	1,000,000	-	-	-	1,000,000
521910	8401	Wastewater	WWTP Drying bed leachate remediation	-	-	-	-	300,000	-	-	300,000
521910	8401	Wastewater	Hillside Stabilization and Landscaping Project	300,000	-	-	-	-	-	-	300,000
521910	8501	Wastewater	Concrete Steps pathway	50,000	-	-	-	-	-	-	50,000
Total Wastewater Fund				3,000,000	49,000,000	-	5,168,000	3,500,000	1,500,000	1,500,000	63,668,000
Cemetery Fund											
562900	8501	Cemetery	Roof Replacements	-	-	-	475,000	-	-	-	475,000
562900	8501	Cemetery	Development of Additional Inventory (Burial Plots)	100,000	100,000	-	100,000	50,000	50,000	50,000	450,000
562900	8501	Cemetery	Development of Additional Inventory (Cremation Niche Areas)	-	-	-	250,000	-	150,000	-	400,000
562900	8501	Cemetery	Develop Additional Mausoleum	-	-	-	-	-	-	1,500,000	1,500,000
562900	8501	Cemetery	Develop Additional Amenities	-	-	-	250,000	-	350,000	-	600,000
562900	8501	Cemetery	Aesthetic Improvements to Cemetery Grounds	-	-	-	-	150,000	150,000	150,000	300,000
562900	8501	Cemetery	Public Restroom	-	-	-	-	350,000	-	-	350,000
562900	8501	Cemetery	Add a breakroom and expand record storage area	-	-	-	120,000	-	-	-	120,000
Total Cemetery Fund				100,000	100,000	-	1,195,000	550,000	550,000	1,700,000	4,195,000
Aviation Fund											
564900	8501	Airport	Airport Renovations	-	-	-	-	210,000	-	-	210,000
564900	8501	Airport	Replace city hangar roofs and skylights	-	-	-	750,000	-	-	-	750,000
Total Aviation Fund				-	-	-	750,000	210,000	-	-	960,000
Equipment Maintenance Fund											
607900	8503	Fleet	Upgrade exhaust system in shop (Fire Vehicles) - Design & Build	50,000	100,000	-	-	-	-	-	150,000
607900	8503	Fleet	Upgrade HVAC System (remove old heaters and install hvac system)	75,000	250,000	-	300,000	-	-	-	625,000
607900	8501	Fleet	DESIGN	-	200,000	-	300,000	-	-	-	500,000
607900	8501	Fleet	Wash Bay Repair and Expansion / Car Wash/ Design & Build	-	-	-	500,000	-	-	-	500,000
607900	8501	Fleet	Improvements to Corp Yard layout; Truck Exit onto Redlands Blvd better flow; establish location of CNG Slow Fill and Electric Charging Stations; repaving	175,000	325,000	-	-	-	-	-	1,000,000
607900	8501	Fleet	Install CNG slow fill line Design & Build	-	-	-	150,000	1,500,000	-	-	1,650,000
607900	8501	Fleet	Install Electric Charging Stations - Design & Build	-	-	-	100,000	-	500,000	-	600,000
Total Equipment Maintenance Fund				300,000	875,000	-	1,350,000	1,500,000	500,000	-	4,525,000
Grand Total Other Funds				29,276,700	72,025,000	-	31,913,000	27,460,000	22,550,000	20,200,000	203,424,700
Total CIP All Funds				33,549,335	76,395,000	16,747,621	39,760,000	34,657,000	32,097,000	30,297,000	246,755,335

(This page intentionally left blank)

CAPITAL IMPROVEMENT PLAN
FY 2025 AND FY 2026
KEY PROJECT HIGHLIGHTS

City of Redlands

Capital Improvement Plan FY2025 & 2026



Project Name:

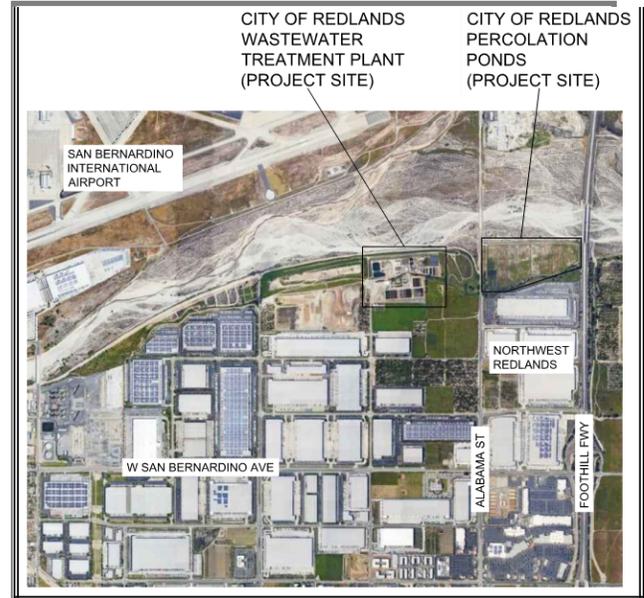
WASTEWATER TREATMENT PLANT IMPROVEMENTS-PHASE 2

Project Details:

Project Type: One-time

Project estimated construction date is 12/31/2027

Funding Source(s): SRF Loan



Project Description:

Upgrade the City's wastewater treatment plant (WWTP) process components, including improvements and/or repairs necessary to handle existing and projected inflow and improve system reliability and redundancy, while maintaining the WWTP's current capacity and allowing the City to forgo future improvements for the next 20 to 30 years.

City of Redlands

Capital Improvement Plan FY2025 & 2026



Project Name:

FY 24/25 CIP SEWER PIPELINE REPLACEMENT

Project Details:

Project Type: Ongoing

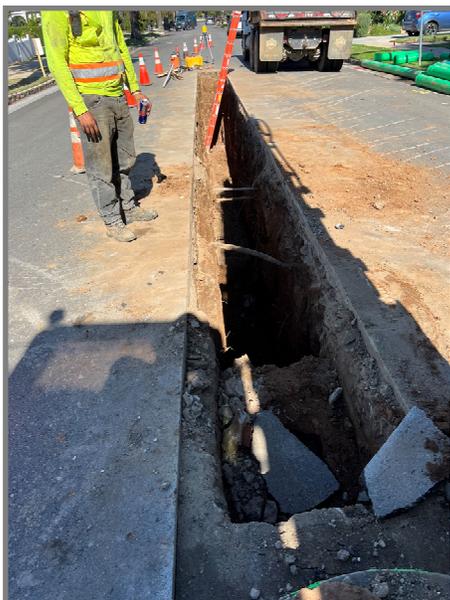
Project anticipated construction date is 4/30/2025

Funding Source(s):



Project Description:

Annual CIP Sewer Pipeline Replacement Project to rehabilitate sewer pipelines throughout the city. In FY23/24, 4 miles of pipe were rehabilitated and in FY 24/25, 2 miles of pipe will be rehabilitated. As part of the city's capital improvement plan, the goal is to replace several miles of pipeline every year until FY2029-2030.



City of Redlands

Capital Improvement Plan FY2025 & 2026



Project Name:

FY 24/25 CIP WATER AND HIGHLINE PIPELINE REPLACEMENT

Project Details:

Project Type: Ongoing

Project anticipated construction date is 6/30/2025

Funding Source(s):



Project Description:

Annual CIP water pipeline replacement project to replace deteriorating water mains throughout the city. In FY23/24, 6 miles of pipe were replaced and in FY 24/25, another 6 miles of pipe will be replaced. As part of the city's capital improvement plan, the goal is to replace several miles of pipeline every year until FY2029-2030.



City of Redlands

Capital Improvement Plan FY2025 & 2026



Project Name:

PAVEMENT MANAGEMENT PROGRAM
(PMP)

Project Details:

Project type: Ongoing

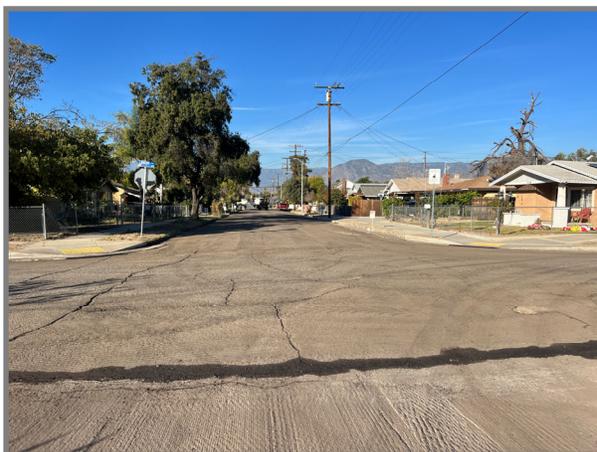
Completion Date: 2025

Funding Source(s):



Project Description:

As part of the city's effort to improve and maintain the condition of the city's streets, the engineering department annually evaluates different areas throughout the city to determine which streets are in most need of repairs and maintenance. The PMP provides administrators and maintenance personnel with a ranked list of all streets or segments of streets by condition within the area, the rehabilitation/maintenance needs of each street by year, and updates PMP data to assist the city with continued management of the program. Once an area is identified through the PMP, re-pavement, selective replacement of curb and gutter, and striping will be completed in that area.





City of Redlands

Capital Improvement Plan FY2025 & 2026

Project Name:

TEXONIA PARK MODERNIZATION AND RENOVIATION



NEW RESTROOM BUILDING

Project Details:

Project Type: One-Time

Estimated Completion: 2025

Funding Source(s): DIF, Measure T, and possibly Congressional Community Project Funding



PICKLEBALL COURTS



FITNESS CHALLENGE COURSE

Project Description:

The Project aims to revitalize this cherished community asset, transforming it into a vibrant hub for outdoor recreation, social interaction, and community gatherings. Encompassing a comprehensive range of enhancements and additions designed to enrich the park experience for all visitors:

New Parking Facilities: A designated off-street parking lot will be constructed, enhancing accessibility and ensuring the safety of park users.

Inclusive Playground: A state-of-the-art playground will be installed, designed to accommodate individuals of varying abilities, promoting inclusivity and play for all.

Restroom Upgrades: Existing restroom facilities will undergo renovation, ensuring they meet modern standards of safety, hygiene, and accessibility.

Walking Paths and Exercise Zones: Scenic walking paths and outdoor exercise equipment will be introduced, providing opportunities for passive recreation and physical activity.

Sports Field and Court Upgrades: Sports fields and courts will be restored and upgraded with improved lighting, irrigation systems, and spectator areas, facilitating organized sports and recreational activities.

Park Entrance Signage and Landscaping: New signage and landscaping features will be implemented at park entrances, enhancing aesthetics and creating a welcoming first impression.

Park Lighting: Comprehensive lighting installations will illuminate the park grounds, extending usability and safety for evening activities.

Picnic Area Improvements: Picnic spaces will be upgraded to accommodate special events and group reservations, fostering communal gatherings and celebrations.

RESOLUTION NO. 8599

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF REDLANDS ESTABLISHING A SALARY SCHEDULE AND COMPENSATION PLAN FOR CITY EMPLOYEES AND RESCINDING RESOLUTION NO. 8520.

WHEREAS, the City Council is authorized and directed by Section 2.56.040 of the Redlands Municipal Code to prepare, install, revise and maintain a position classification and compensation plan covering all positions in the competitive service;

BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF REDLANDS AS FOLLOWS:

Section 1. The City Council of the City of Redlands hereby establishes a basic compensation plan for all employees in all of the classifications of employment as described in Section 2 of this resolution to be effective July 8, 2024.

Section 2. Salary schedule and Compensation Plan.

Department/Division	PT	FT	Unit	Range				
<i>City Clerk's Office</i>								
Assistant City Clerk		1	MM	33				
Administrative Assistant I/II		1	T	33	38			

Part Time Positions

Administrative Assistant	1		PT					
<i>Total City Clerk's Office</i>		1	2					

<i>City Manager's Office</i>								
City Manager		1	C	3				
City Attorney		1	C	2				
Assistant City Manager		2	DD	6				
Homeless Solutions Manager		1	MM	75				
Project Manager		1	MM	61				
Grants Coordinator		1	MM	48				
Management Analyst		1	MM	50				
Administrative Analyst		1	MM	35				
Senior Administrative Assistant		1	T	48				

Public Information

Public Information Officer		1	M	75				
Multimedia Production Coordinator		1	T	61				

Purchasing

Procurement Manager		1	M	74				
Purchasing Clerk		1	T	35				
<i>Total City Manager's Office</i>		0	14					

<i>Human Resources/Risk Management</i>								
Director, Human Resources/Risk Management		1	DD	4				
Assistant Director, HR/Risk Management		1	M	90				
HR/Risk Manager		2	M	78				
Human Resource Analyst		2	MM	53				

Risk Management Specialist		1	MM	47				
HR Specialist		4	MM	35				
Administrative Assistant I/II		1	T	33	38			
Mid-Management Trainee		2	MM	30-90				

Total Human Resources/Risk Management	0	14
--	----------	-----------

Management Services

Director, Management Services*		1	DD	4				
--------------------------------	--	---	----	---	--	--	--	--

Information Technology

Information Technology Manager		1	M	83				
Network Engineer		1	MM	77				
GIS Supervisor		1	MM	73				
IT Systems Supervisor		1	MM	66				
Database Administrator		1	T	95				
IT Applications Analyst		1	T	86				
System Administrator		1	T	84				
GIS Analyst		2	T	84				
IT Security Analyst		1	T	82				
Network Specialist I/II		1	T	79	84			
GIS Technician		1	T	59				
Sr. Help Desk Technician		1	T	72				
Help Desk Technician		3	T	57				
Administrative Assistant I/II		1	T	33	38			

Finance

Assistant Finance Director		1	M	90				
Finance Manager		1	M	78				
Principal Accountant		1	MM	59				
Senior Accountant		2	MM	51				
Budget Analyst		1	MM	50				
Management Analyst		1	MM	50				
Accountant		1	MM	35				
Senior Accounting Technician		1	T	50				
Accounting Technician I/II		2	T	29	39			

Revenue

Revenue Manager		1	MM	65				
Utilities Customer Service Supervisor		1	MM	45				
Accountant		1	MM	35				
Administrative Analyst		1	MM	35				
Senior Customer Account Specialist		2	T	52				
Utilities Billing Specialist		1	T	51				
Senior Accounting Technician		1	T	50				
Utilities Billing Technician		2	T	41				

Customer Account Specialist		6	T	37				
Customer Service Technician I/II		4	T	24	32			

Payroll

Payroll Coordinator		1	MM	34				
Payroll Assistant		1	T	40				

Part Time Position

IT Intern	1		PT					
-----------	---	--	----	--	--	--	--	--

Total Management Services	1	51
----------------------------------	----------	-----------

*the position of Director, Management Services shall perform the duties of Director of Finance as outlined in Redlands Municipal Code 2.08

Development Services Department

Administration

Development Services Director		1	DD	4				
Sustainability Coordinator		1	MM	60				
Management Analyst		1	MM	50				
Administrative Analyst		1	MM	35				
Administrative Assistant I/II		1	T	33	38			

Land Use

One Stop Permit Center Manager		1	M	82				
Asst/Assoc/Civil/Sr. Civil Engineer		3	MM	41	51	61	73	
NPDES Inspector I/II		1	T	59	64			
Counter Services Technician		2	T	30				

Building Safety

Chief Building Official		1	M	81				
Sr. Plans Examiner		1	MM	62				
Plans Examiner		1	T	80				
Sr. Building Inspector		1	T	80				
Building Inspector I/II		2	T	60	70			
Permit Technician I/II		2	T	52	57			

Economic Development

Economic Development Coordinator		1	MM	68				
----------------------------------	--	---	----	----	--	--	--	--

Planning

City Planner		1	M	82				
Principal Planner		1	MM	75				
Senior Planner		2	MM	65				
Junior/Assistant/Associate Planner		3	T	53	70	80		

Part Time Positions

Planning Intern	2		PT					
-----------------	---	--	----	--	--	--	--	--

Total Development Services Department	2	28
--	----------	-----------

Fire Department

Fire Chief		1	DD	7			
Fire Marshal		1	M	88			
Deputy Fire Chief		1	F	85			
Deputy Fire Marshal		1	MM	79			
Battalion Chief		4	F	79			
Fire Captain		15	F	60			
Fire Engineer		18	F	55			
Fire Fighter		21	F	50			
EMS Coordinator		1	MM	82			
Management Analyst		1	MM	50			
Emergency Operations Specialist		1	MM	34			
Fire Prevention Inspector		2	CS	75			
Sr. Administrative Assistant		2	T	48			
Administrative Assistant I/II		1	T	33	38		

Total Fire Department | 70

Library

Library Director		1	C	1			
Archivist Curator		1	M	80			
Principal Librarian		1	MM	53			
Systems Administrator		1	T	84			
Management Analyst		1	MM	45			
Senior Librarian		1	MM	37			
Special Collections Manager		1	MM	36			
Adult Literacy Coordinator		1	MM	32			
Technical Services Coordinator		1	MM	30			
Museum Collections Specialist		1	T	57			
Librarian		1	T	52			
Sr. Administrative Assistant		1	T	45			
Library Specialist I/II		5	T	22	32		
Maintenance Worker I/II		2	T	24	31		
Administrative Assistant I/II		1	T	33	38		
Technical Services Clerk		2	T	12			
Library Clerk		2	T	5			

Part Time Positions

Administrative Assistant	1		PT				
Library Specialist	1		PT				
Library Clerk	4		PT				
Library Page	4		PT				
Museum Attendant	4		PT				

Total Library | 14 | 24

Municipal Utilities & Engineering Department

Administration

Director of Municipal Utilities and Public Works Engineering		1	DD	05				
Senior Administrative Assistant		3	T	48				

Engineering Services

City Engineer		1	M	87				
Asst/Assoc/Civil/Sr. Civil Engineer		6	MM	41	51	61	73	
Construction Inspector I/II		5	T	75	85			
Water Conservation Specialist		2	T	49				

Utilities

Laboratory Manager		1	MM	75				
Laboratory Quality Manager		1	MM	65				
Laboratory Analyst I/II/III/IV		4	T	53	63	73	83	

Water

Water Utility Manager		1	M	86				
Water Production/Maint. Superintendent		1	MM	85				
Water Distribution Superintendent		1	MM	85				
Water Production Operations Supervisor		1	T	100				
Water Production Maintenance Supervisor		1	T	100				
Water Distribution Supervisor		1	T	100				
Regulatory Compliance Officer		1	T	90				
Utilities Maintenance Foreperson		1	T	80				
Electrical and Instrumentation Technician		2	T	69				
Senior Water Quality Technician		1	T	63				
Cross Connection Control Inspector		1	T	63				
Water Distribution Crewleader		4	T	61				
Water Treatment Operator I/II/III/IV/V		8	T	55	60	77	80	83
Water Quality Technician I/II		2	T	52	57			
Water Distribution Operator		12	T	49				
Sr. Customer Service Field Technician		1	T	48				
Plant Mechanic I/II		6	T	48	58			
Customer Service Field Technician		1	T	39				
Water Meter Reader I/II		3	T	21	31			

Wastewater

Wastewater Utility Manager		1	M	86				
Wastewater Operations Supervisor		1	T	100				
Wastewater Facilities Maintenance Supervisor		1	T	100				
Wastewater Collection System Supervisor		1	T	100				
Regulatory Compliance Officer		1	T	90				
Utilities Maintenance Foreperson		1	T	80				
Wastewater Facilities Operator I/II/III/IV		6	T	51	61	68	78	
Plant Mechanic I/II		5	T	48	58			

Wastewater Collection System Worker I/II/III		7	T	47	50	54		
--	--	---	---	----	----	----	--	--

Part Time Positions

Administrative Assistant	1		PT					
--------------------------	---	--	----	--	--	--	--	--

Total MUED Department	1	97						
------------------------------	----------	-----------	--	--	--	--	--	--

Police Department

Chief of Police	1	DD	8				
Deputy Police Chief	2	P	85				
Police Commander	4	P	81				
Police Sergeant	13	P	70				
Police Corporal	20	P	64				
Police Officer/Police Recruit	58	P/CS	60/79				
Police Operations Manager	1	M	74				
Management Analyst	1	MM	50				
Support Services Supervisor	1	MM	38				
Police Operations Coordinator	1	MM	36				
Digital Forensic Examiner	1	CS	88				
Crime Analyst	2	CS	85				
Dispatch Supervisor	3	CS	82				
Executive Police Assistant	1	CS	74				
Forensic Specialist	2	CS	73				
Records Supervisor	1	CS	66				
Property and Evidence Technician	2	CS	60				
Sr. Community Service Officer	1	CS	56				
Dispatcher I/II/III	15	CS	52	57	63		
Community Service Officer I/II	9	CS	40	48			
Records Specialist I/II	8	CS	22	36			
Administrative Assistant I/II	1	T	33	38			

Part Time Positions

Community Services Officer	1		PT				
Administrative Assistant	1		PT				
Camera Operator	6		PT				
Background Investigator	4		PT				

Total Police Department	12	148					
--------------------------------	-----------	------------	--	--	--	--	--

Facilities and Community Services

Director, Facilities & Community Serv	1	DD	04				
Senior Manager, Fac & Comm Serv	2	M	81				
Manager, Fac & Comm Serv	1	MM	73				
Field Services Superintendent	1	MM	73				
Field Services Project Supervisor	1	MM	61				

Management Analyst		1	MM	50				
Administrative Analyst		1	MM	35				
Sr. Administrative Assistant		2	T	48				
Administrative Assistant I/II		3	T	33	38			

Airport

Airport Supervisor		1	MM	40				
--------------------	--	---	----	----	--	--	--	--

Animal Services

Animal Services Supervisor		1	CS	72				
Animal Services Officer		3	CS	46				
Administrative Assistant I/II		1	T	33	38			
Kennel Attendant		4	CS	17				

Building Maintenance

Senior Building Maintenance Worker		1	T	55				
Building Maintenance Worker		4	T	40				

Cemetery

Cemetery Manager		1	MM	58				
Cemetery Sales and Services Representative		1	T	58				
Cemetery Crew Leader		1	T	49				
Cemetery Caretaker I/II		2	T	26	31			

Code Enforcement

Code Enforcement Supervisor		1	MM	51				
Code Enforcement Officer I/II		3	T	40	55			
Administrative Assistant I/II		1	T	33	38			

Fleet Services

Fleet Services Supervisor		1	MM	53				
Sr. Administrative Assistant		1	T	48				
Sr. Equipment Mechanic		1	T	70				
Fire Mechanic		1	T	69				
Equipment Mechanic I/II		3	T	45	50			
Fleet Parts Technician		1	T	35				

Parks and Trees

Field Services Supervisor		1	MM	51				
Senior Grounds Maintenance Worker		6	T	43				
Senior Grove Maintenance Worker		1	T	43				
Tree Trimmer I/II		4	T	33	43			
Grove Maintenance Worker		2	T	28				
Grounds Maintenance Worker I/II		13	T	23	28			
Maintenance Worker I/II		1	T	24	31			

Recreation/Senior Services

Recreation Supervisor		1	MM	49				
-----------------------	--	---	----	----	--	--	--	--

Recreation Coordinator		1	T	54				
Program Specialist		2	T	45				
Administrative Assistant I/II		1	T	33	38			
Program Aid I/II		7	T	5	9			

Solid Waste

Solid Waste Manager		1	MM	64				
Solid Waste Collections Supervisor		1	MM	42				
Solid Waste Route Coordinator		2	T	57				
Sr. Administrative Assistant		1	T	48				
Welder		1	T	47				
Recycling Coordinator		1	T	44				
Solid Waste Truck Driver		32	T	36				
Equipment Operator OIT/I/II		3	T	19	34	39		
Maintenance Worker I/II		7	T	24	31			

Streets

Field Services Supervisor		1	MM	51				
Electrician		1	T	46				
Senior Asphalt Worker		1	T	44				
Senior Street Maintenance Worker I/II		2	T	44	49			
Equipment Operator OIT/I/II		3	T	19	34	39		
Asphalt Worker		2	T	34				
Sign & Paint Worker		1	T	34				
Maintenance Worker I/II		3	T	24	31			

Part Time Positions

Program Aide		2		PT				
Cemetery Aid		1		PT				

Total Facilities and Community Services	3	149
--	----------	------------

Grant Funded Positions - City Manager's Office

Administrative Assistant I/II		1		T	33	38		
Community Outreach Specialist		2		T	42			

Total Full Time Positions	597
Total Part Time Positions	34
Total Grant Funded Positions	3
Total Authorized Positions	634

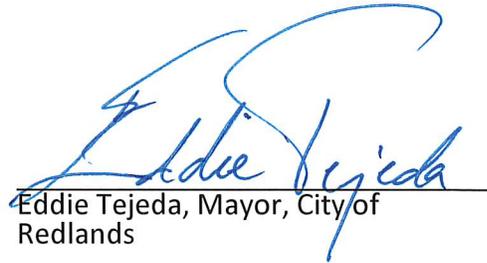
TOTAL POSITIONS	635
------------------------	------------

Section 3. In addition to the salary schedule set forth above, the compensation plan established by this resolution permits

the City Manager to establish programs for incentive awards, length of service awards, pay for performance, and other methods of recognizing employee work performance.

Section 4. Resolution No.8520 of the City of Redlands is hereby rescinded effective July 7, 2024.

Adopted, approved and signed this 18th day of June, 2024.


Eddie Tejada, Mayor, City of
Redlands

ATTEST:


Jeanne Donaldson, City Clerk

I, Jeanne Donaldson, City Clerk of the City of Redlands hereby certify that the foregoing resolution was duly adopted by the City Council at a regular meeting thereof held on the 18th day of June, 2024.

AYES: Councilmembers Barich, Davis, Guzman-Lowery; Mayor Tejada
NOES: None
ABSENT: Councilmember Saucedo
ABSTAINED: None



Jeanne Donaldson, City Clerk

Range	FLSA Status	Rate Type	0 (Minimum)	1	2	3	4	5 (Longevity Only)	6 (Longevity Only)
T5	NE	HOURLY	17.793	18.683	19.617	20.598	21.628	22.277	22.722
		MONTHLY	3084	3238	3400	3570	3748.84	3861	3939
		ANNUAL	37010	38861	40804	42844	44986	46336	47262
T6	NE	HOURLY	17.971	18.870	19.813	20.804	21.844	22.500	22.949
		MONTHLY	3115	3271	3434	3606	3786	3900	3978
		ANNUAL	37380	39249	41212	43272	45436	46799	47735
T7	NE	HOURLY	18.151	19.059	20.011	21.012	22.063	22.725	23.179
		MONTHLY	3146	3303	3469	3642	3824	3939	4018
		ANNUAL	37754	39642	41624	43705	45890	47267	48212
T8	NE	HOURLY	18.332	19.249	20.212	21.222	22.283	22.952	23.411
		MONTHLY	3178	3337	3503	3679	3862	3978	4058
		ANNUAL	38132	40038	42040	44142	46349	47740	48694
T9	NE	HOURLY	18.516	19.442	20.414	21.434	22.506	23.181	23.645
		MONTHLY	3209	3370	3538	3715	3901	4018	4098
		ANNUAL	38513	40439	42460	44583	46813	48217	49181
T10	NE	HOURLY	18.701	19.636	20.618	21.649	22.731	23.413	23.881
		MONTHLY	3242	3404	3574	3752	3940	4058	4139
		ANNUAL	38898	40843	42885	45029	47281	48699	49673
T11	NE	HOURLY	18.888	19.832	20.824	21.865	22.958	23.647	24.120
		MONTHLY	3274	3438	3609	3790	3979	4099	4181
		ANNUAL	39287	41251	43314	45480	47754	49186	50170
T12	NE	HOURLY	19.077	20.031	21.032	22.084	23.188	23.884	24.361
		MONTHLY	3307	3472	3646	3828	4019	4140	4223
		ANNUAL	39680	41664	43747	45934	48231	49678	50672
T13	NE	HOURLY	19.268	20.231	21.243	22.305	23.420	24.123	24.605
		MONTHLY	3340	3507	3682	3866	4059	4181	4265
		ANNUAL	40077	42080	44185	46394	48713	50175	51178
T14	NE	HOURLY	19.460	20.433	21.455	22.528	23.654	24.364	24.851
		MONTHLY	3373	3542	3719	3905	4100	4223	4308
		ANNUAL	40477	42501	44626	46858	49201	50677	51690
T15	NE	HOURLY	19.655	20.638	21.670	22.753	23.891	24.607	25.100
		MONTHLY	3407	3577	3756	3944	4141	4265	4351
		ANNUAL	40882	42926	45073	47326	49693	51183	52207
T16	NE	HOURLY	19.851	20.844	21.886	22.981	24.130	24.853	25.351
		MONTHLY	3441	3613	3794	3983	4182	4308	4394
		ANNUAL	41291	43356	45523	47800	50189	51695	52729
T17	NE	HOURLY	20.050	21.052	22.105	23.210	24.371	25.102	25.604
		MONTHLY	3475	3649	3832	4023	4224	4351	4438
		ANNUAL	41704	43789	45979	48278	50691	52212	53256

Range	FLSA Status	Rate Type	0 (Minimum)	1	2	3	4	5 (Longevity Only)	6 (Longevity Only)
T18	NE	HOURLY	20.250	21.263	22.326	23.442	24.615	25.845	27.138
		MONTHLY	3510	3686	3870	4063	4267	4480	4704
		ANNUAL	42121	44227	46438	48760	51198	53758	56446
T19	NE	HOURLY	20.453	21.476	22.549	23.677	24.861	25.607	26.119
		MONTHLY	3545	3722	3909	4104	4309	4438	4527
		ANNUAL	42542	44669	46903	49248	51710	53262	54327
T20	NE	HOURLY	20.658	21.690	22.775	23.914	25.109	25.863	26.380
		MONTHLY	3581	3760	3948	4145	4352	4483	4573
		ANNUAL	42968	45116	47372	49740	52227	53794	54870
T21	NE	HOURLY	20.864	21.907	23.003	24.153	25.360	26.121	26.644
		MONTHLY	3616	3797	3987	4186	4396	4528	4618
		ANNUAL	43397	45567	47846	50238	52750	54332	55419
T22	NE	HOURLY	21.073	22.126	23.233	24.394	25.614	26.382	26.910
		MONTHLY	3653	3835	4027	4228	4440	4573	4664
		ANNUAL	43831	46023	48324	50740	53277	54875	55973
T23	NE	HOURLY	21.283	22.348	23.465	24.638	25.870	26.646	27.179
		MONTHLY	3689	3874	4067	4271	4484	4619	4711
		ANNUAL	44270	46483	48807	51248	53810	55424	56533
T24	NE	HOURLY	21.496	22.571	23.700	24.885	26.129	26.913	27.451
		MONTHLY	3726	3912	4108	4313	4529	4665	4758
		ANNUAL	44712	46948	49295	51760	54348	55978	57098
T25	NE	HOURLY	21.711	22.797	23.937	25.133	26.390	27.182	27.725
		MONTHLY	3763	3951	4149	4356	4574	4712	4806
		ANNUAL	45159	47417	49788	52278	54892	56538	57669
T26	NE	HOURLY	21.928	23.025	24.176	25.385	26.654	27.454	28.003
		MONTHLY	3801	3991	4191	4400	4620	4759	4854
		ANNUAL	45611	47892	50286	52800	55440	57104	58246
T27	NE	HOURLY	22.148	23.255	24.418	25.639	26.921	27.728	28.283
		MONTHLY	3839	4031	4232	4444	4666	4806	4902
		ANNUAL	46067	48370	50789	53328	55995	57675	58828
T28	NE	HOURLY	22.369	23.488	24.662	25.895	27.190	28.005	28.566
		MONTHLY	3877	4071	4275	4488	4713	4854	4951
		ANNUAL	46528	48854	51297	53862	56555	58251	59416
T29	NE	HOURLY	22.593	23.722	24.909	26.154	27.462	28.286	28.851
		MONTHLY	3916	4112	4317	4533	4760	4903	5001
		ANNUAL	46993	49343	51810	54400	57120	58834	60011
T30	NE	HOURLY	22.819	23.960	25.158	26.416	27.736	28.568	29.140
		MONTHLY	3955	4153	4361	4579	4808	4952	5051
		ANNUAL	47463	49836	52328	54944	57692	59422	60611

Range	FLSA Status	Rate Type	0 (Minimum)	1	2	3	4	5 (Longevity Only)	6 (Longevity Only)
T31	NE	HOURLY	23.047	24.199	25.409	26.680	28.014	28.854	29.431
		MONTHLY	3995	4195	4404	4624	4856	5001	5101
		ANNUAL	47938	50334	52851	55494	58268	60017	61217
T32	NE	HOURLY	23.277	24.441	25.663	26.946	28.294	29.143	29.725
		MONTHLY	4035	4236	4448	4671	4904	5051	5152
		ANNUAL	48417	50838	53380	56049	58851	60617	61829
T33	NE	HOURLY	23.510	24.686	25.920	27.216	28.577	29.434	30.023
		MONTHLY	4075	4279	4493	4717	4953	5102	5204
		ANNUAL	48901	51346	53914	56609	59440	61223	62447
T34	NE	HOURLY	23.745	24.933	26.179	27.488	28.863	29.728	30.323
		MONTHLY	4116	4322	4538	4765	5003	5153	5256
		ANNUAL	49390	51860	54453	57175	60034	61835	63072
T35	NE	HOURLY	23.983	25.182	26.441	27.763	29.151	30.026	30.626
		MONTHLY	4157	4365	4583	4812	5053	5204	5309
		ANNUAL	49884	52378	54997	57747	60634	62453	63702
T36	NE	HOURLY	24.223	25.434	26.705	28.041	29.443	30.326	30.932
		MONTHLY	4199	4409	4629	4860	5103	5256	5362
		ANNUAL	50383	52902	55547	58325	61241	63078	64340
T37	NE	HOURLY	24.465	25.688	26.972	28.321	29.737	30.629	31.242
		MONTHLY	4241	4453	4675	4909	5154	5309	5415
		ANNUAL	50887	53431	56103	58908	61853	63709	64983
T38	NE	HOURLY	24.709	25.945	27.242	28.604	30.034	30.935	31.554
		MONTHLY	4283	4497	4722	4958	5206	5362	5469
		ANNUAL	51396	53965	56664	59497	62472	64346	65633
T39	NE	HOURLY	24.957	26.204	27.515	28.890	30.335	31.245	31.870
		MONTHLY	4326	4542	4769	5008	5258	5416	5524
		ANNUAL	51910	54505	57230	60092	63096	64989	66289
T40	NE	HOURLY	25.206	26.466	27.790	29.179	30.638	31.557	32.188
		MONTHLY	4369	4588	4817	5058	5311	5470	5579
		ANNUAL	52429	55050	57803	60693	63727	65639	66952
T41	NE	HOURLY	25.458	26.731	28.068	29.471	30.945	31.873	32.510
		MONTHLY	4413	4633	4865	5108	5364	5525	5635
		ANNUAL	52953	55601	58381	61300	64365	66296	67621
T42	NE	HOURLY	25.713	26.998	28.348	29.766	31.254	32.192	32.835
		MONTHLY	4457	4680	4914	5159	5417	5580	5691
		ANNUAL	53482	56157	58964	61913	65008	66959	68298
T43	NE	HOURLY	25.970	27.268	28.632	30.063	31.567	32.514	33.164
		MONTHLY	4501	4727	4963	5211	5472	5636	5748
		ANNUAL	54017	56718	59554	62532	65658	67628	68981

Range	FLSA Status	Rate Type	0 (Minimum)	1	2	3	4	5 (Longevity Only)	6 (Longevity Only)
T44	NE	HOURLY	26.230	27.541	28.918	30.364	31.882	32.839	33.495
		MONTHLY	4546	4774	5012	5263	5526	5692	5806
		ANNUAL	54557	57285	60150	63157	66315	68304	69670
T45	NE	HOURLY	26.492	27.816	29.207	30.668	32.201	33.167	33.830
		MONTHLY	4592	4822	5063	5316	5582	5749	5864
		ANNUAL	55103	57858	60751	63789	66978	68987	70367
T46	NE	HOURLY	26.757	28.095	29.499	30.974	32.523	33.499	34.169
		MONTHLY	4638	4870	5113	5369	5637	5806	5923
		ANNUAL	55654	58437	61359	64427	67648	69677	71071
T47	NE	HOURLY	27.024	28.376	29.794	31.284	32.848	33.834	34.510
		MONTHLY	4684	4918	5164	5423	5694	5865	5982
		ANNUAL	56211	59021	61972	65071	68324	70374	71782
T48	NE	HOURLY	27.295	28.659	30.092	31.597	33.177	34.172	34.855
		MONTHLY	4731	4968	5216	5477	5751	5923	6042
		ANNUAL	56773	59611	62592	65722	69008	71078	72499
T49	NE	HOURLY	27.568	28.946	30.393	31.913	33.508	34.514	35.204
		MONTHLY	4778	5017	5268	5532	5808	5982	6102
		ANNUAL	57340	60207	63218	66379	69698	71789	73224
T50	NE	HOURLY	27.843	29.235	30.697	32.232	33.844	34.859	35.556
		MONTHLY	4826	5067	5321	5587	5866	6042	6163
		ANNUAL	57914	60810	63850	67043	70395	72506	73957
T51	NE	HOURLY	28.122	29.528	31.004	32.554	34.182	35.207	35.912
		MONTHLY	4874	5118	5374	5643	5925	6103	6225
		ANNUAL	58493	61418	64489	67713	71099	73232	74696
T52	NE	HOURLY	28.403	29.823	31.314	32.880	34.524	35.560	36.271
		MONTHLY	4923	5169	5428	5699	5984	6164	6287
		ANNUAL	59078	62032	65133	68390	71810	73964	75443
T53	NE	HOURLY	28.687	30.121	31.627	33.209	34.869	35.915	36.633
		MONTHLY	4972	5221	5482	5756	6044	6225	6350
		ANNUAL	59669	62652	65785	69074	72528	74703	76198
T54	NE	HOURLY	28.974	30.422	31.944	33.541	35.218	36.274	37.000
		MONTHLY	5022	5273	5537	5814	6104	6288	6413
		ANNUAL	60265	63279	66443	69765	73253	75451	76960
T55	NE	HOURLY	29.263	30.727	32.263	33.876	35.570	36.637	37.370
		MONTHLY	5072	5326	5592	5872	6165	6350	6477
		ANNUAL	60868	63911	67107	70462	73985	76205	77729
T56	NE	HOURLY	29.556	31.034	32.586	34.215	35.926	37.003	37.743
		MONTHLY	5123	5379	5648	5931	6227	6414	6542
		ANNUAL	61477	64551	67778	71167	74725	76967	78506

Range	FLSA Status	Rate Type	0 (Minimum)	1	2	3	4	5 (Longevity Only)	6 (Longevity Only)
T57	NE	HOURLY	29.852	31.344	32.911	34.557	36.285	37.373	38.121
		MONTHLY	5174	5433	5705	5990	6289	6478	6608
		ANNUAL	62091	65196	68456	71879	75473	77737	79291
T58	NE	HOURLY	30.150	31.658	33.241	34.903	36.648	37.747	38.502
		MONTHLY	5226	5487	5762	6050	6352	6543	6674
		ANNUAL	62712	65848	69140	72597	76227	78514	80084
T59	NE	HOURLY	30.452	31.974	33.573	35.252	37.014	38.125	38.887
		MONTHLY	5278	5542	5819	6110	6416	6608	6740
		ANNUAL	63340	66506	69832	73323	76990	79299	80885
T60	NE	HOURLY	30.756	32.294	33.909	35.604	37.384	38.506	39.276
		MONTHLY	5331	5598	5878	6171	6480	6674	6808
		ANNUAL	63973	67172	70530	74057	77759	80092	81694
T61	NE	HOURLY	31.064	32.617	34.248	35.960	37.758	38.891	39.669
		MONTHLY	5384	5654	5936	6233	6545	6741	6876
		ANNUAL	64613	67843	71235	74797	78537	80893	82511
T62	NE	HOURLY	31.374	32.943	34.590	36.320	38.136	39.280	40.065
		MONTHLY	5438	5710	5996	6295	6610	6809	6945
		ANNUAL	65259	68522	71948	75545	79322	81702	83336
T63	NE	HOURLY	31.688	33.273	34.936	36.683	38.517	39.673	40.466
		MONTHLY	5493	5767	6056	6358	6676	6877	7014
		ANNUAL	65911	69207	72667	76301	80116	82519	84170
T64	NE	HOURLY	32.005	33.605	35.286	37.050	38.902	40.069	40.871
		MONTHLY	5548	5825	6116	6422	6743	6945	7084
T65	NE	HOURLY	32.325	33.941	35.638	37.420	39.291	40.470	41.279
		MONTHLY	5603	5883	6177	6486	6810	7015	7155
		ANNUAL	67236	70598	74128	77834	81726	84178	85861
T66	NE	HOURLY	32.648	34.281	35.995	37.795	39.684	40.875	41.692
		MONTHLY	5659	5942	6239	6551	6879	7085	7227
		ANNUAL	67909	71304	74869	78613	82543	85020	86720
T67	NE	HOURLY	32.975	34.624	36.355	38.172	40.081	41.284	42.109
		MONTHLY	5716	6001	6301	6617	6947	7156	7299
		ANNUAL	68588	72017	75618	79399	83369	85870	87587
T68	NE	HOURLY	33.305	34.970	36.718	38.554	40.482	41.696	42.530
		MONTHLY	5773	6061	6365	6683	7017	7227	7372
		ANNUAL	69273	72737	76374	80193	84202	86728	88463
T69	NE	HOURLY	33.638	35.319	37.085	38.940	40.887	42.113	42.956
		MONTHLY	5831	6122	6428	6750	7087	7300	7446
		ANNUAL	69966	73465	77138	80995	85044	87596	89348

Range	FLSA Status	Rate Type	0 (Minimum)	1	2	3	4	5 (Longevity Only)	6 (Longevity Only)
T70	NE	HOURLY	33.974	35.673	37.456	39.329	41.296	42.534	43.385
		MONTHLY	5889	6183	6492	6817	7158	7373	7520
		ANNUAL	70666	74199	77909	81805	85895	88472	90241
T71	NE	HOURLY	34.314	36.029	37.831	39.722	41.709	42.960	43.819
		MONTHLY	5948	6245	6557	6885	7229	7446	7595
		ANNUAL	71373	74941	78688	82623	86754	89356	91144
T72	NE	HOURLY	34.657	36.390	38.209	40.120	42.126	43.389	44.257
		MONTHLY	6007	6308	6623	6954	7302	7521	7671
		ANNUAL	72086	75691	79475	83449	87621	90250	92055
T73	NE	HOURLY	35.003	36.754	38.591	40.521	42.547	43.823	44.700
		MONTHLY	6067	6371	6689	7024	7375	7596	7748
		ANNUAL	72807	76447	80270	84283	88498	91152	92976
T74	NE	HOURLY	35.353	37.121	38.977	40.926	42.972	44.262	45.147
		MONTHLY	6128	6434	6756	7094	7449	7672	7825
		ANNUAL	73535	77212	81073	85126	89383	92064	93905
T75	NE	HOURLY	35.707	37.492	39.367	41.335	43.402	44.704	45.598
		MONTHLY	6189	6499	6824	7165	7523	7749	7904
		ANNUAL	74271	77984	81883	85977	90276	92985	94844
T76	NE	HOURLY	36.064	37.867	39.761	41.749	43.836	45.151	46.054
		MONTHLY	6251	6564	6892	7236	7598	7826	7983
		ANNUAL	75013	78764	82702	86837	91179	93914	95793
T77	NE	HOURLY	36.425	38.246	40.158	42.166	44.274	45.603	46.515
		MONTHLY	6314	6629	6961	7309	7674	7904	8063
		ANNUAL	75763	79552	83529	87706	92091	94854	96751
T78	NE	HOURLY	36.789	38.628	40.560	42.588	44.717	46.059	46.980
		MONTHLY	6377	6696	7030	7382	7751	7984	8143
		ANNUAL	76521	80347	84364	88583	93012	95802	97718
T79	NE	HOURLY	37.157	39.015	40.965	43.014	45.164	46.519	47.450
		MONTHLY	6441	6763	7101	7456	7828	8063	8225
		ANNUAL	77286	81151	85208	89468	93942	96760	98695
T80	NE	HOURLY	37.528	39.405	41.375	43.444	45.616	46.985	47.924
		MONTHLY	6505	6830	7172	7530	7907	8144	8307
		ANNUAL	78059	81962	86060	90363	94881	97728	99682
T81	NE	HOURLY	37.904	39.799	41.789	43.878	46.072	47.454	48.403
		MONTHLY	6570	6898	7243	7606	7986	8225	8390
		ANNUAL	78840	82782	86921	91267	95830	98705	100679
T82	NE	HOURLY	38.283	40.197	42.207	44.317	46.533	47.929	48.887
		MONTHLY	6636	6967	7316	7682	8066	8308	8474
		ANNUAL	79628	83610	87790	92179	96788	99692	101686

Range	FLSA Status	Rate Type	0 (Minimum)	1	2	3	4	5 (Longevity Only)	6 (Longevity Only)
T83	NE	HOURLY	38.666	40.599	42.629	44.760	46.998	48.408	49.376
		MONTHLY	6702	7037	7389	7758	8146	8391	8559
		ANNUAL	80424	84446	88668	93101	97756	100689	102703
T84	NE	HOURLY	39.052	41.005	43.055	45.208	47.468	48.892	49.870
		MONTHLY	6769	7108	7463	7836	8228	8475	8644
		ANNUAL	81229	85290	89555	94032	98734	101696	103730
T85	NE	HOURLY	39.443	41.415	43.486	45.660	47.943	49.381	50.369
		MONTHLY	6837	7179	7538	7914	8310	8559	8731
		ANNUAL	82041	86143	90450	94973	99721	102713	104767
T86	NE	HOURLY	39.837	41.829	43.920	46.117	48.422	49.875	50.873
		MONTHLY	6905	7250	7613	7994	8393	8645	8818
		ANNUAL	82861	87004	91355	95922	100718	103740	105815
T87	NE	HOURLY	40.236	42.247	44.360	46.578	48.907	50.374	51.381
		MONTHLY	6974	7323	7689	8073	8477	8731	8906
		ANNUAL	83690	87874	92268	96882	101726	104777	106873
T88	NE	HOURLY	40.638	42.670	44.803	47.043	49.396	50.877	51.895
		MONTHLY	7044	7396	7766	8154	8562	8819	8995
		ANNUAL	84527	88753	93191	97850	102743	105825	107942
T89	NE	HOURLY	41.044	43.096	45.251	47.514	49.890	51.386	52.414
		MONTHLY	7114	7470	7844	8236	8648	8907	9085
		ANNUAL	85372	89641	94123	98829	103770	106883	109021
T90	NE	HOURLY	41.455	43.527	45.704	47.989	50.388	51.900	52.938
		MONTHLY	7185	7545	7922	8318	8734	8996	9176
		ANNUAL	86226	90537	95064	99817	104808	107952	110111
T91	NE	HOURLY	41.869	43.963	46.161	48.469	50.892	52.419	53.468
		MONTHLY	7257	7620	8001	8401	8821	9086	9268
		ANNUAL	87088	91442	96015	100815	105856	109032	111212
T92	NE	HOURLY	42.288	44.402	46.622	48.954	51.401	52.943	54.002
		MONTHLY	7330	7696	8081	8485	8910	9177	9360
		ANNUAL	87959	92357	96975	101823	106915	110122	112325
T93	NE	HOURLY	42.711	44.846	47.089	49.443	51.915	53.473	54.542
		MONTHLY	7403	7773	8162	8570	8999	9269	9454
		ANNUAL	88839	93280	97944	102842	107984	111223	113448
T94	NE	HOURLY	43.138	45.295	47.560	49.938	52.434	54.007	55.088
		MONTHLY	7477	7851	8244	8656	9089	9361	9549
		ANNUAL	89727	94213	98924	103870	109064	112336	114582
T95	NE	HOURLY	43.569	45.748	48.035	50.437	52.959	54.548	55.639
		MONTHLY	7552	7930	8326	8742	9180	9455	9644
		ANNUAL	90624	95155	99913	104909	110154	113459	115728

Range	FLSA Status	Rate Type	0 (Minimum)	1	2	3	4	5 (Longevity Only)	6 (Longevity Only)
T96	NE	HOURLY	44.005	46.205	48.516	50.941	53.488	56.163	57.286
		MONTHLY	7628	8009	8409	8830	9271	9735	9930
		ANNUAL	91530	96107	100912	105958	111256	116819	119155
T97	NE	HOURLY	44.445	46.667	49.001	51.451	54.023	55.644	56.757
		MONTHLY	7704	8089	8493	8918	9364	9645	9838
		ANNUAL	92446	97068	101921	107018	112368	115739	118054
T98	NE	HOURLY	44.890	47.134	49.491	51.965	54.563	56.200	57.324
		MONTHLY	7781	8170	8578	9007	9458	9741	9936
		ANNUAL	93370	98039	102941	108088	113492	116897	119235
T99	NE	HOURLY	45.338	47.605	49.986	52.485	55.109	56.762	57.898
		MONTHLY	7859	8252	8664	9097	9552	9839	10036
		ANNUAL	94304	99019	103970	109169	114627	118066	120427
T100	NE	HOURLY	45.792	48.081	50.485	53.010	55.660	57.330	58.477
		MONTHLY	7937	8334	8751	9188	9648	9937	10136
		ANNUAL	95247	100009	105010	110260	115773	119246	121631

Range	FLSA Status	Rate Type	0 (Minimum)	1	2	3	4	5 (Longevity Only)	6 (Longevity Only)
CS10	NE	HOURLY	17.752	18.639	19.571	20.550	21.577	22.224	22.669
		MONTHLY	3077	3231	3392	3562	3740.04	3852	3929
		ANNUAL	36923	38769	40708	42743	44880	46227	47151
CS11	NE	HOURLY	17.929	18.826	19.767	20.755	21.793	22.447	22.896
		MONTHLY	3108	3263	3426	3598	3777	3891	3969
		ANNUAL	37293	39157	41115	43171	45329	46689	47623
CS12	NE	HOURLY	18.108	19.014	19.964	20.963	22.011	22.671	23.125
		MONTHLY	3139	3296	3461	3634	3815	3930	4008
		ANNUAL	37665	39549	41526	43602	45783	47156	48099
CS13	NE	HOURLY	18.289	19.204	20.164	21.172	22.231	22.898	23.356
		MONTHLY	3170	3329	3495	3670	3853	3969	4048
		ANNUAL	38042	39944	41941	44038	46240	47628	48580
CS14	NE	HOURLY	18.472	19.396	20.366	21.384	22.453	23.127	23.589
		MONTHLY	3202	3362	3530	3707	3892	4009	4089
		ANNUAL	38423	40344	42361	44479	46703	48104	49066
CS15	NE	HOURLY	18.657	19.590	20.569	21.598	22.678	23.358	23.825
		MONTHLY	3234	3396	3565	3744	3931	4049	4130
		ANNUAL	38807	40747	42784	44924	47170	48585	49557
CS16	NE	HOURLY	18.844	19.786	20.775	21.814	22.905	23.592	24.064
		MONTHLY	3266	3430	3601	3781	3970	4089	4171
		ANNUAL	39195	41155	43212	45373	47642	49071	50052
CS17	NE	HOURLY	19.032	19.984	20.983	22.032	23.134	23.828	24.304
		MONTHLY	3299	3464	3637	3819	4010	4130	4213
		ANNUAL	39587	41566	43644	45827	48118	49561	50553
CS18	NE	HOURLY	19.222	20.184	21.193	22.252	23.365	24.066	24.547
		MONTHLY	3332	3498	3673	3857	4050	4171	4255
		ANNUAL	39983	41982	44081	46285	48599	50057	51058
CS19	NE	HOURLY	19.415	20.385	21.405	22.475	23.599	24.307	24.793
		MONTHLY	3365	3533	3710	3896	4090	4213	4297
		ANNUAL	40382	42402	44522	46748	49085	50558	51569
CS20	NE	HOURLY	19.609	20.589	21.619	22.700	23.835	24.550	25.041
		MONTHLY	3399	3569	3747	3935	4131	4255	4340
		ANNUAL	40786	42826	44967	47215	49576	51063	52085
CS21	NE	HOURLY	19.805	20.795	21.835	22.927	24.073	24.795	25.291
		MONTHLY	3433	3604	3785	3974	4173	4298	4384
		ANNUAL	41194	43254	45417	47687	50072	51574	52605
CS22	NE	HOURLY	20.003	21.003	22.053	23.156	24.314	25.043	25.544
		MONTHLY	3467	3641	3823	4014	4214	4341	4428
		ANNUAL	41606	43686	45871	48164	50572	52090	53131

Range	FLSA Status	Rate Type	0 (Minimum)	1	2	3	4	5 (Longevity Only)	6 (Longevity Only)
CS23	NE	HOURLY	20.203	21.213	22.274	23.387	24.557	25.294	25.799
		MONTHLY	3502	3677	3861	4054	4257	4384	4472
		ANNUAL	42022	44123	46329	48646	51078	52611	53663
CS24	NE	HOURLY	20.405	21.425	22.496	23.621	24.802	25.546	26.057
		MONTHLY	3537	3714	3899	4094	4299	4428	4517
		ANNUAL	42442	44564	46793	49132	51589	53137	54199
CS25	NE	HOURLY	20.609	21.639	22.721	23.858	25.050	25.802	26.318
		MONTHLY	3572	3751	3938	4135	4342	4472	4562
		ANNUAL	42867	45010	47261	49624	52105	53668	54741
CS26	NE	HOURLY	20.815	21.856	22.949	24.096	25.301	26.060	26.581
		MONTHLY	3608	3788	3978	4177	4385	4517	4607
		ANNUAL	43295	45460	47733	50120	52626	54205	55289
CS27	NE	HOURLY	21.023	22.074	23.178	24.337	25.554	26.321	26.847
		MONTHLY	3644	3826	4018	4218	4429	4562	4653
		ANNUAL	43728	45915	48211	50621	53152	54747	55842
CS28	NE	HOURLY	21.234	22.295	23.410	24.580	25.809	26.584	27.115
		MONTHLY	3680	3864	4058	4261	4474	4608	4700
		ANNUAL	44166	46374	48693	51127	53684	55294	56400
CS29	NE	HOURLY	21.446	22.518	23.644	24.826	26.068	26.850	27.387
		MONTHLY	3717	3903	4098	4303	4518	4654	4747
		ANNUAL	44607	46838	49180	51639	54221	55847	56964
CS30	NE	HOURLY	21.660	22.743	23.880	25.075	26.328	27.118	27.660
		MONTHLY	3754	3942	4139	4346	4564	4700	4794
		ANNUAL	45053	47306	49671	52155	54763	56406	57534
CS31	NE	HOURLY	21.877	22.971	24.119	25.325	26.592	27.389	27.937
		MONTHLY	3792	3982	4181	4390	4609	4747	4842
		ANNUAL	45504	47779	50168	52677	55310	56970	58109
CS32	NE	HOURLY	22.096	23.200	24.360	25.579	26.857	27.663	28.216
		MONTHLY	3830	4021	4222	4434	4655	4795	4891
		ANNUAL	45959	48257	50670	53203	55863	57539	58690
CS33	NE	HOURLY	22.317	23.432	24.604	25.834	27.126	27.940	28.499
		MONTHLY	3868	4062	4265	4478	4702	4843	4940
		ANNUAL	46419	48740	51176	53735	56422	58115	59277
CS34	NE	HOURLY	22.540	23.667	24.850	26.093	27.397	28.219	28.784
		MONTHLY	3907	4102	4307	4523	4749	4891	4989
		ANNUAL	46883	49227	51688	54273	56986	58696	59870
CS35	NE	HOURLY	22.765	23.903	25.099	26.354	27.671	28.501	29.071
		MONTHLY	3946	4143	4350	4568	4796	4940	5039
		ANNUAL	47352	49719	52205	54815	57556	59283	60469

Range	FLSA Status	Rate Type	0 (Minimum)	1	2	3	4	5 (Longevity Only)	6 (Longevity Only)
CS36	NE	HOURLY	22.993	24.142	25.350	26.617	27.948	28.786	29.362
		MONTHLY	3985	4185	4394	4614	4844	4990	5089
		ANNUAL	47825	50216	52727	55364	58132	59876	61073
CS37	NE	HOURLY	23.223	24.384	25.603	26.883	28.227	29.074	29.656
		MONTHLY	4025	4227	4438	4660	4893	5040	5140
		ANNUAL	48303	50719	53254	55917	58713	60474	61684
CS38	NE	HOURLY	23.455	24.628	25.859	27.152	28.510	29.365	29.952
		MONTHLY	4066	4269	4482	4706	4942	5090	5192
		ANNUAL	48786	51226	53787	56476	59300	61079	62301
CS39	NE	HOURLY	23.690	24.874	26.118	27.424	28.795	29.659	30.252
		MONTHLY	4106	4311	4527	4753	4991	5141	5244
		ANNUAL	49274	51738	54325	57041	59893	61690	62924
CS40	NE	HOURLY	23.926	25.123	26.379	27.698	29.083	29.955	30.554
		MONTHLY	4147	4355	4572	4801	5041	5192	5296
		ANNUAL	49767	52255	54868	57612	60492	62307	63553
CS41	NE	HOURLY	24.166	25.374	26.643	27.975	29.374	30.255	30.860
		MONTHLY	4189	4398	4618	4849	5091	5244	5349
		ANNUAL	50265	52778	55417	58188	61097	62930	64189
CS42	NE	HOURLY	24.407	25.628	26.909	28.255	29.667	30.557	31.168
		MONTHLY	4231	4442	4664	4897	5142	5297	5403
		ANNUAL	50767	53306	55971	58770	61708	63559	64830
CS43	NE	HOURLY	24.651	25.884	27.178	28.537	29.964	30.863	31.480
		MONTHLY	4273	4487	4711	4946	5194	5350	5457
		ANNUAL	51275	53839	56531	59357	62325	64195	65479
CS44	NE	HOURLY	24.898	26.143	27.450	28.822	30.264	31.172	31.795
		MONTHLY	4316	4531	4758	4996	5246	5403	5511
		ANNUAL	51788	54377	57096	59951	62948	64837	66134
CS45	NE	HOURLY	25.147	26.404	27.724	29.111	30.566	31.483	32.113
		MONTHLY	4359	4577	4806	5046	5298	5457	5566
		ANNUAL	52306	54921	57667	60550	63578	65485	66795
CS46	NE	HOURLY	25.398	26.668	28.002	29.402	30.872	31.798	32.434
		MONTHLY	4402	4623	4854	5096	5351	5512	5622
		ANNUAL	52829	55470	58244	61156	64214	66140	67463
CS47	NE	HOURLY	25.652	26.935	28.282	29.696	31.181	32.116	32.758
		MONTHLY	4446	4669	4902	5147	5405	5567	5678
		ANNUAL	53357	56025	58826	61767	64856	66801	68137
CS48	NE	HOURLY	25.909	27.204	28.565	29.993	31.492	32.437	33.086
		MONTHLY	4491	4715	4951	5199	5459	5622	5735
		ANNUAL	53891	56585	59414	62385	65504	67469	68819

Range	FLSA Status	Rate Type	0 (Minimum)	1	2	3	4	5 (Longevity Only)	6 (Longevity Only)
CS49	NE	HOURLY	26.168	27.476	28.850	30.293	31.807	32.762	33.417
		MONTHLY	4536	4763	5001	5251	5513	5679	5792
		ANNUAL	54429	57151	60008	63009	66159	68144	69507
CS50	NE	HOURLY	26.430	27.751	29.139	30.596	32.125	33.089	33.751
		MONTHLY	4581	4810	5051	5303	5568	5735	5850
		ANNUAL	54974	57722	60609	63639	66821	68826	70202
CS51	NE	HOURLY	26.694	28.029	29.430	30.902	32.447	33.420	34.088
		MONTHLY	4627	4858	5101	5356	5624	5793	5909
		ANNUAL	55523	58300	61215	64275	67489	69514	70904
CS52	NE	HOURLY	26.961	28.309	29.724	31.211	32.771	33.754	34.429
		MONTHLY	4673	4907	5152	5410	5680	5851	5968
		ANNUAL	56079	58883	61827	64918	68164	70209	71613
CS53	NE	HOURLY	27.231	28.592	30.022	31.523	33.099	34.092	34.774
		MONTHLY	4720	4956	5204	5464	5737	5909	6027
		ANNUAL	56639	59471	62445	65567	68846	70911	72329
CS54	NE	HOURLY	27.503	28.878	30.322	31.838	33.430	34.433	35.121
		MONTHLY	4767	5006	5256	5519	5795	5968	6088
		ANNUAL	57206	60066	63069	66223	69534	71620	73053
CS55	NE	HOURLY	27.778	29.167	30.625	32.156	33.764	34.777	35.473
		MONTHLY	4815	5056	5308	5574	5852	6028	6149
		ANNUAL	57778	60667	63700	66885	70229	72336	73783
CS56	NE	HOURLY	28.056	29.458	30.931	32.478	34.102	35.125	35.827
		MONTHLY	4863	5106	5361	5630	5911	6088	6210
		ANNUAL	58356	61274	64337	67554	70932	73060	74521
CS57	NE	HOURLY	28.336	29.753	31.241	32.803	34.443	35.476	36.186
		MONTHLY	4912	5157	5415	5686	5970	6149	6272
		ANNUAL	58939	61886	64981	68230	71641	73790	75266
CS58	NE	HOURLY	28.620	30.051	31.553	33.131	34.787	35.831	36.547
		MONTHLY	4961	5209	5469	5743	6030	6211	6335
		ANNUAL	59529	62505	65630	68912	72357	74528	76019
CS59	NE	HOURLY	28.906	30.351	31.869	33.462	35.135	36.189	36.913
		MONTHLY	5010	5261	5524	5800	6090	6273	6398
		ANNUAL	60124	63130	66287	69601	73081	75273	76779
CS60	NE	HOURLY	29.195	30.655	32.187	33.797	35.486	36.551	37.282
		MONTHLY	5060	5313	5579	5858	6151	6336	6462
		ANNUAL	60725	63761	66950	70297	73812	76026	77547
CS61	NE	HOURLY	29.487	30.961	32.509	34.135	35.841	36.917	37.655
		MONTHLY	5111	5367	5635	5917	6212	6399	6527
		ANNUAL	61332	64399	67619	71000	74550	76786	78322

Range	FLSA Status	Rate Type	0 (Minimum)	1	2	3	4	5 (Longevity Only)	6 (Longevity Only)
CS62	NE	HOURLY	29.782	31.271	32.834	34.476	36.200	37.286	38.031
		MONTHLY	5162	5420	5691	5976	6275	6463	6592
		ANNUAL	61946	65043	68295	71710	75295	77554	79105
CS63	NE	HOURLY	30.079	31.583	33.163	34.821	36.562	37.659	38.412
		MONTHLY	5214	5474	5748	6036	6337	6527	6658
		ANNUAL	62565	65694	68978	72427	76048	78330	79896
CS64	NE	HOURLY	30.380	31.899	33.494	35.169	36.927	38.035	38.796
		MONTHLY	5266	5529	5806	6096	6401	6593	6725
		ANNUAL	63191	66350	69668	73151	76809	79113	80695
CS65	NE	HOURLY	30.684	32.218	33.829	35.521	37.297	38.416	39.184
		MONTHLY	5319	5584	5864	6157	6465	6659	6792
		ANNUAL	63823	67014	70365	73883	77577	79904	81502
CS66	NE	HOURLY	30.991	32.540	34.167	35.876	37.670	38.800	39.576
		MONTHLY	5372	5640	5922	6218	6529	6725	6860
		ANNUAL	64461	67684	71068	74622	78353	80703	82317
CS67	NE	HOURLY	31.301	32.866	34.509	36.235	38.046	39.188	39.971
		MONTHLY	5425	5697	5982	6281	6595	6793	6928
		ANNUAL	65106	68361	71779	75368	79136	81510	83141
CS68	NE	HOURLY	31.614	33.194	34.854	36.597	38.427	39.580	40.371
		MONTHLY	5480	5754	6041	6343	6661	6860	6998
		ANNUAL	65757	69045	72497	76122	79928	82326	83972
CS69	NE	HOURLY	31.930	33.526	35.203	36.963	38.811	39.975	40.775
		MONTHLY	5535	5811	6102	6407	6727	6929	7068
		ANNUAL	66414	69735	73222	76883	80727	83149	84812
CS70	NE	HOURLY	32.249	33.862	35.555	37.333	39.199	40.375	41.183
		MONTHLY	5590	5869	6163	6471	6795	6998	7138
		ANNUAL	67078	70432	73954	77652	81534	83980	85660
CS71	NE	HOURLY	32.572	34.200	35.910	37.706	39.591	40.779	41.594
		MONTHLY	5646	5928	6224	6536	6862	7068	7210
		ANNUAL	67749	71137	74693	78428	82350	84820	86516
CS72	NE	HOURLY	32.897	34.542	36.269	38.083	39.987	41.187	42.010
		MONTHLY	5702	5987	6287	6601	6931	7139	7282
		ANNUAL	68427	71848	75440	79212	83173	85668	87382
CS73	NE	HOURLY	33.226	34.888	36.632	38.464	40.387	41.599	42.430
		MONTHLY	5759	6047	6350	6667	7000	7210	7355
		ANNUAL	69111	72566	76195	80005	84005	86525	88255
CS74	NE	HOURLY	33.559	35.237	36.998	38.848	40.791	42.015	42.855
		MONTHLY	5817	6108	6413	6734	7070	7283	7428
		ANNUAL	69802	73292	76957	80805	84845	87390	89138

Range	FLSA Status	Rate Type	0 (Minimum)	1	2	3	4	5 (Longevity Only)	6 (Longevity Only)
CS75	NE	HOURLY	33.894	35.589	37.368	39.237	41.199	42.435	43.283
		MONTHLY	5875	6169	6477	6801	7141	7355	7502
		ANNUAL	70500	74025	77726	81613	85693	88264	90029
CS76	NE	HOURLY	34.233	35.945	37.742	39.629	41.611	42.859	43.716
		MONTHLY	5934	6230	6542	6869	7213	7429	7577
		ANNUAL	71205	74765	78504	82429	86550	89147	90930
CS77	NE	HOURLY	34.576	36.304	38.120	40.026	42.027	43.288	44.153
		MONTHLY	5993	6293	6607	6938	7285	7503	7653
		ANNUAL	71917	75513	79289	83253	87416	90038	91839
CS78	NE	HOURLY	34.921	36.667	38.501	40.426	42.447	43.720	44.595
		MONTHLY	6053	6356	6673	7007	7357	7578	7730
		ANNUAL	72636	76268	80082	84086	88290	90939	92757
CS79	NE	HOURLY	35.271	37.034	38.886	40.830	42.872	44.158	45.041
		MONTHLY	6114	6419	6740	7077	7431	7654	7807
		ANNUAL	73363	77031	80882	84926	89173	91848	93685
CS80	NE	HOURLY	35.623	37.404	39.275	41.238	43.300	44.599	45.491
		MONTHLY	6175	6483	6808	7148	7505	7731	7885
		ANNUAL	74096	77801	81691	85776	90065	92766	94622
CS81	NE	HOURLY	35.979	37.778	39.667	41.651	43.733	45.045	45.946
		MONTHLY	6236	6548	6876	7219	7580	7808	7964
		ANNUAL	74837	78579	82508	86633	90965	93694	95568
CS82	NE	HOURLY	36.339	38.156	40.064	42.067	44.171	45.496	46.406
		MONTHLY	6299	6614	6944	7292	7656	7886	8044
		ANNUAL	75586	79365	83333	87500	91875	94631	96524
CS83	NE	HOURLY	36.703	38.538	40.465	42.488	44.612	45.951	46.870
		MONTHLY	6362	6680	7014	7365	7733	7965	8124
		ANNUAL	76341	80159	84166	88375	92794	95577	97489
CS84	NE	HOURLY	37.070	38.923	40.869	42.913	45.058	46.410	47.338
		MONTHLY	6425	6747	7084	7438	7810	8044	8205
		ANNUAL	77105	80960	85008	89259	93721	96533	98464
CS85	NE	HOURLY	37.440	39.312	41.278	43.342	45.509	46.874	47.812
		MONTHLY	6490	6814	7155	7513	7888	8125	8287
		ANNUAL	77876	81770	85858	90151	94659	97498	99448
CS86	NE	HOURLY	37.815	39.705	41.691	43.775	45.964	47.343	48.290
		MONTHLY	6555	6882	7226	7588	7967	8206	8370
		ANNUAL	78655	82587	86717	91053	95605	98473	100443
CS87	NE	HOURLY	38.193	40.103	42.108	44.213	46.424	47.816	48.773
		MONTHLY	6620	6951	7299	7664	8047	8288	8454
		ANNUAL	79441	83413	87584	91963	96561	99458	101447

Effective July 2024

*Due to rounding, salary are a close approximation of actual salary

Range	FLSA Status	Rate Type	0 (Minimum)	1	2	3	4	5 (Longevity Only)	6 (Longevity Only)
CS88	NE	HOURLY	38.575	40.504	42.529	44.655	46.888	48.295	49.260
		MONTHLY	6686	7021	7372	7740	8127	8371	8538
		ANNUAL	80236	84247	88460	92883	97527	100453	102462
CS89	NE	HOURLY	38.961	40.909	42.954	45.102	47.357	48.778	49.753
		MONTHLY	6753	7091	7445	7818	8209	8455	8624
		ANNUAL	81038	85090	89344	93812	98502	101457	103486
CS90	NE	HOURLY	39.350	41.318	43.384	45.553	47.830	49.265	50.251
		MONTHLY	6821	7162	7520	7896	8291	8539	8710
		ANNUAL	81848	85941	90238	94750	99487	102472	104521

Effective July 2024

*Due to rounding, salary are a close approximation of actual salary

Range	FLSA Status	Rate Type	0 (Minimum)	1	2	3	4	5 (Longevity Only)	6 (Longevity Only)
MM30	E	HOURLY	31.773	33.362	35.030	36.782	38.621	39.779	40.575
		MONTHLY	5507	5783	6072	6375	6694	6895	7033
		ANNUAL	66089	69393	72863	76506	80331	82741	84396
MM31	E	HOURLY	32.091	33.696	35.380	37.149	39.007	40.177	40.981
		MONTHLY	5562	5841	6133	6439	6761	6964	7103
		ANNUAL	66749	70087	73591	77271	81134	83568	85240
MM32	E	HOURLY	32.412	34.033	35.734	37.521	39.397	40.579	41.390
		MONTHLY	5618	5899	6194	6504	6829	7034	7174
		ANNUAL	67417	70788	74327	78044	81946	84404	86092
MM33	E	HOURLY	32.736	34.373	36.092	37.896	39.791	40.985	41.804
		MONTHLY	5674	5958	6256	6569	6897	7104	7246
		ANNUAL	68091	71496	75071	78824	82765	85248	86953
MM34	E	HOURLY	33.063	34.717	36.453	38.275	40.189	41.395	42.222
		MONTHLY	5731	6018	6318	6634	6966	7175	7319
		ANNUAL	68772	72211	75821	79612	83593	86101	87823
MM35	E	HOURLY	33.394	35.064	36.817	38.658	40.591	41.808	42.645
		MONTHLY	5788	6078	6382	6701	7036	7247	7392
		ANNUAL	69460	72933	76579	80408	84429	86962	88701
MM36	E	HOURLY	33.728	35.414	37.185	39.044	40.997	42.227	43.071
		MONTHLY	5846	6139	6445	6768	7106	7319	7466
		ANNUAL	70154	73662	77345	81212	85273	87831	89588
MM37	E	HOURLY	34.065	35.769	37.557	39.435	41.407	42.649	43.502
		MONTHLY	5905	6200	6510	6835	7177	7392	7540
		ANNUAL	70856	74399	78119	82025	86126	88710	90484
MM38	E	HOURLY	34.406	36.126	37.933	39.829	41.821	43.075	43.937
		MONTHLY	5964	6262	6575	6904	7249	7466	7616
		ANNUAL	71564	75143	78900	82845	86987	89597	91389
MM39	E	HOURLY	34.750	36.488	38.312	40.228	42.239	43.506	44.376
		MONTHLY	6023	6325	6641	6973	7321	7541	7692
		ANNUAL	72280	75894	79689	83673	87857	90493	92303
MM40	E	HOURLY	35.098	36.852	38.695	40.630	42.661	43.941	44.820
		MONTHLY	6084	6388	6707	7043	7395	7616	7769
		ANNUAL	73003	76653	80486	84510	88736	91398	93226
MM41	E	HOURLY	35.449	37.221	39.082	41.036	43.088	44.381	45.268
		MONTHLY	6144	6452	6774	7113	7469	7693	7846
		ANNUAL	73733	77420	81291	85355	89623	92312	94158
MM42	E	HOURLY	35.803	37.593	39.473	41.446	43.519	44.824	45.721
		MONTHLY	6206	6516	6842	7184	7543	7770	7925
		ANNUAL	74470	78194	82104	86209	90519	93235	95099
MM43	E	HOURLY	36.161	37.969	39.868	41.861	43.954	45.273	46.178
		MONTHLY	6268	6581	6910	7256	7619	7847	8004
		ANNUAL	75215	78976	82925	87071	91424	94167	96050

Effective July 2024

*Due to rounding, salary schedules are a close approximation of actual salary.

Range	FLSA Status	Rate Type	0 (Minimum)	1	2	3	4	5 (Longevity Only)	6 (Longevity Only)
MM44	E	HOURLY	36.523	38.349	40.266	42.280	44.394	45.725	46.640
		MONTHLY	6331	6647	6979	7328	7695	7926	8084
		ANNUAL	75967	79766	83754	87941	92339	95109	97011
MM45	E	HOURLY	36.888	38.732	40.669	42.702	44.837	46.183	47.106
		MONTHLY	6394	6714	7049	7402	7772	8005	8165
		ANNUAL	76727	80563	84591	88821	93262	96060	97981
MM46	E	HOURLY	37.257	39.120	41.076	43.129	45.286	46.644	47.577
		MONTHLY	6458	6781	7120	7476	7850	8085	8247
		ANNUAL	77494	81369	85437	89709	94195	97020	98961
MM47	E	HOURLY	37.629	39.511	41.486	43.561	45.739	47.111	48.053
		MONTHLY	6522	6849	7191	7551	7928	8166	8329
		ANNUAL	78269	82182	86292	90606	95137	97991	99950
MM48	E	HOURLY	38.006	39.906	41.901	43.996	46.196	47.582	48.534
		MONTHLY	6588	6917	7263	7626	8007	8248	8412
		ANNUAL	79052	83004	87155	91512	96088	98971	100950
MM49	E	HOURLY	38.386	40.305	42.320	44.436	46.658	48.058	49.019
		MONTHLY	6654	6986	7336	7702	8087	8330	8497
		ANNUAL	79842	83834	88026	92427	97049	99960	101959
MM50	E	HOURLY	38.770	40.708	42.743	44.881	47.125	48.538	49.509
		MONTHLY	6720	7056	7409	7779	8168	8413	8582
		ANNUAL	80641	84673	88906	93352	98019	100960	102979
MM51	E	HOURLY	39.157	41.115	43.171	45.329	47.596	49.024	50.004
		MONTHLY	6787	7127	7483	7857	8250	8497	8667
		ANNUAL	81447	85519	89795	94285	98999	101969	104009
MM52	E	HOURLY	39.549	41.526	43.603	45.783	48.072	49.514	50.504
		MONTHLY	6855	7198	7558	7936	8332	8582	8754
		ANNUAL	82262	86375	90693	95228	99989	102989	105049
MM53	E	HOURLY	39.944	41.942	44.039	46.241	48.553	50.009	51.009
		MONTHLY	6924	7270	7633	8015	8416	8668	8842
		ANNUAL	83084	87238	91600	96180	100989	104019	106099
MM54	E	HOURLY	40.344	42.361	44.479	46.703	49.038	50.509	51.519
		MONTHLY	6993	7343	7710	8095	8500	8755	8930
		ANNUAL	83915	88111	92516	97142	101999	105059	107160
MM55	E	HOURLY	40.747	42.785	44.924	47.170	49.528	51.014	52.035
		MONTHLY	7063	7416	7787	8176	8585	8842	9019
		ANNUAL	84754	88992	93441	98114	103019	106110	108232
MM56	E	HOURLY	41.155	43.212	45.373	47.642	50.024	51.524	52.555
		MONTHLY	7133	7490	7865	8258	8671	8931	9110
		ANNUAL	85602	89882	94376	99095	104049	107171	109314
MM57	E	HOURLY	41.566	43.645	45.827	48.118	50.524	52.040	53.080
		MONTHLY	7205	7565	7943	8340	8757	9020	9201
		ANNUAL	86458	90781	95320	100086	105090	108243	110407
MM58	E	HOURLY	41.982	44.081	46.285	48.599	51.029	52.560	53.611
		MONTHLY	7277	7641	8023	8424	8845	9110	9293
		ANNUAL	87322	91688	96273	101086	106141	109325	111512
MM59	E	HOURLY	42.402	44.522	46.748	49.085	51.540	53.086	54.147
		MONTHLY	7350	7717	8103	8508	8934	9202	9386
		ANNUAL	88196	92605	97236	102097	107202	110418	112627
MM60	E	HOURLY	42.826	44.967	47.215	49.576	52.055	53.617	54.689
		MONTHLY	7423	7794	8184	8593	9023	9294	9479
		ANNUAL	89077	93531	98208	103118	108274	111522	113753

Effective July 2024

*Due to rounding, salary schedules are a close approximation of actual salary.

Range	FLSA Status	Rate Type	0 (Minimum)	1	2	3	4	5 (Longevity Only)	6 (Longevity Only)
MM61	E	HOURLY	43.254	45.417	47.687	50.072	52.575	54.153	55.236
		MONTHLY	7497	7872	8266	8679	9113	9386	9574
		ANNUAL	89968	94467	99190	104149	109357	112638	114890
MM62	E	HOURLY	43.686	45.871	48.164	50.573	53.101	54.694	55.788
		MONTHLY	7572	7951	8348	8766	9204	9480	9670
		ANNUAL	90868	95411	100182	105191	110451	113764	116039
MM63	E	HOURLY	44.123	46.330	48.646	51.078	53.632	55.241	56.346
		MONTHLY	7648	8030	8432	8854	9296	9575	9767
		ANNUAL	91777	96365	101184	106243	111555	114902	117200
MM64	E	HOURLY	44.565	46.793	49.132	51.589	54.169	55.794	56.909
		MONTHLY	7725	8111	8516	8942	9389	9671	9864
		ANNUAL	92694	97329	102196	107305	112671	116051	118372
MM65	E	HOURLY	45.010	47.261	49.624	52.105	54.710	56.352	57.479
		MONTHLY	7802	8192	8601	9032	9483	9768	9963
		ANNUAL	93621	98302	103217	108378	113797	117211	119555
MM66	E	HOURLY	45.460	47.733	50.120	52.626	55.257	56.915	58.053
		MONTHLY	7880	8274	8687	9122	9578	9865	10063
		ANNUAL	94558	99285	104250	109462	114935	118383	120751
MM67	E	HOURLY	45.915	48.211	50.621	53.152	55.810	57.484	58.634
		MONTHLY	7959	8357	8774	9213	9674	9964	10163
		ANNUAL	95503	100278	105292	110557	116085	119567	121958
MM68	E	HOURLY	46.374	48.693	51.127	53.684	56.368	58.059	59.220
		MONTHLY	8038	8440	8862	9305	9770	10064	10265
		ANNUAL	96458	101281	106345	111662	117245	120763	123178
MM69	E	HOURLY	46.838	49.180	51.639	54.221	56.932	58.640	59.812
		MONTHLY	8119	8524	8951	9398	9868	10164	10367
		ANNUAL	97423	102294	107409	112779	118418	121970	124410
MM70	E	HOURLY	47.306	49.672	52.155	54.763	57.501	59.226	60.411
		MONTHLY	8200	8610	9040	9492	9967	10266	10471
		ANNUAL	98397	103317	108483	113907	119602	123190	125654
MM71	E	HOURLY	47.779	50.168	52.677	55.310	58.076	59.818	61.015
		MONTHLY	8282	8696	9131	9587	10067	10369	10576
		ANNUAL	99381	104350	109567	115046	120798	124422	126910
MM72	E	HOURLY	48.257	50.670	53.203	55.864	58.657	60.416	61.625
		MONTHLY	8365	8783	9222	9683	10167	10472	10682
		ANNUAL	100375	105393	110663	116196	122006	125666	128180
MM73	E	HOURLY	48.740	51.177	53.735	56.422	59.243	61.021	62.241
		MONTHLY	8448	8871	9314	9780	10269	10577	10788
		ANNUAL	101378	106447	111770	117358	123226	126923	129461
MM74	E	HOURLY	49.227	51.688	54.273	56.986	59.836	61.631	62.863
		MONTHLY	8533	8959	9407	9878	10372	10683	10896
		ANNUAL	102392	107512	112887	118532	124458	128192	130756
MM75	E	HOURLY	49.719	52.205	54.816	57.556	60.434	62.247	63.492
		MONTHLY	8618	9049	9501	9976	10475	10790	11005
		ANNUAL	103416	108587	114016	119717	125703	129474	132064
MM76	E	HOURLY	50.217	52.727	55.364	58.132	61.038	62.870	64.127
		MONTHLY	8704	9139	9596	10076	10580	10897	11115
		ANNUAL	104450	109673	115156	120914	126960	130769	133384
MM77	E	HOURLY	50.719	53.255	55.917	58.713	61.649	63.498	64.768
		MONTHLY	8791	9231	9692	10177	10686	11006	11227
		ANNUAL	105495	110770	116308	122123	128230	132077	134718

Effective July 2024

*Due to rounding, salary schedules are a close approximation of actual salary.

Range	FLSA Status	Rate Type	0 (Minimum)	1	2	3	4	5 (Longevity Only)	6 (Longevity Only)
MM78	E	HOURLY	51.226	53.787	56.477	59.300	62.265	64.133	65.416
		MONTHLY	8879	9323	9789	10279	10793	11116	11339
		ANNUAL	106550	111877	117471	123345	129512	133397	136065
MM79	E	HOURLY	51.738	54.325	57.041	59.893	62.888	64.775	66.070
		MONTHLY	8968	9416	9887	10382	10901	11228	11452
		ANNUAL	107615	112996	118646	124578	130807	134731	137426
MM80	E	HOURLY	52.255	54.868	57.612	60.492	63.517	65.422	66.731
		MONTHLY	9058	9511	9986	10485	11010	11340	11567
		ANNUAL	108691	114126	119832	125824	132115	136079	138800
MM81	E	HOURLY	52.778	55.417	58.188	61.097	64.152	66.077	67.398
		MONTHLY	9148	9606	10086	10590	11120	11453	11682
		ANNUAL	109778	115267	121031	127082	133436	137439	140188
MM82	E	HOURLY	53.306	55.971	58.770	61.708	64.794	66.737	68.072
		MONTHLY	9240	9702	10187	10696	11231	11568	11799
		ANNUAL	110876	116420	122241	128353	134771	138814	141590
MM83	E	HOURLY	53.839	56.531	59.357	62.325	65.442	67.405	68.753
		MONTHLY	9332	9799	10289	10803	11343	11683	11917
		ANNUAL	111985	117584	123463	129637	136118	140202	143006
MM84	E	HOURLY	54.377	57.096	59.951	62.948	66.096	68.079	69.440
		MONTHLY	9425	9897	10391	10911	11457	11800	12036
		ANNUAL	113105	118760	124698	130933	137480	141604	144436
MM85	E	HOURLY	54.921	57.667	60.550	63.578	66.757	68.760	70.135
		MONTHLY	9520	9996	10495	11020	11571	11918	12157
		ANNUAL	114236	119948	125945	132242	138854	143020	145880
MM86	E	HOURLY	55.470	58.244	61.156	64.214	67.424	69.447	70.836
		MONTHLY	9615	10096	10600	11130	11687	12038	12278
		ANNUAL	115378	121147	127204	133565	140243	144450	147339
MM87	E	HOURLY	56.025	58.826	61.768	64.856	68.099	70.142	71.544
		MONTHLY	9711	10197	10706	11242	11804	12158	12401
		ANNUAL	116532	122359	128476	134900	141645	145895	148813
MM88	E	HOURLY	56.585	59.414	62.385	65.504	68.780	70.843	72.260
		MONTHLY	9808	10299	10813	11354	11922	12279	12525
		ANNUAL	117697	123582	129761	136249	143062	147354	150301
MM89	E	HOURLY	57.151	60.009	63.009	66.160	69.467	71.552	72.983
		MONTHLY	9906	10401	10922	11468	12041	12402	12650
		ANNUAL	118874	124818	131059	137612	144492	148827	151804
MM90	E	HOURLY	57.723	60.609	63.639	66.821	70.162	72.267	73.712
		MONTHLY	10005	10506	11031	11582	12161	12526	12777
		ANNUAL	120063	126066	132369	138988	145937	150315	153322

Effective July 2024

*Due to rounding, salary schedules are a close approximation of actual salary.

Employee Units Included:
 Redlands Professional Firefighters Association
 Redlands Association of Fire Management Employees

**City of Redlands
 SALARY SCHEDULE**

Title	Range	FLSA Status	Rate Type	0 (Minimum)	1	2	3	4	5	6 (Longevity 14 Years)	7 (Longevity 19 years)
Firefighter (24 hour days)	F50	NE	HOURLY	25.621	26.902	28.247	29.659	31.142	32.076	33.680	34.691
			MONTHLY	6217	6528	6855	7197	7557.18	7784	8173	8418
			ANNUAL	74608	78338	82255	86368	90686	93407	98077	101019
Fire Engineer (24 hour days)	F55	NE	HOURLY	30.204	31.714	33.300	34.965	36.713	37.815	39.705	40.897
			MONTHLY	7330	7696	8081	8485	8909.10	9176	9635	9924
			ANNUAL	87954	92352	96970	101818	106909	110116	115622	119091
Fire Captain (24 hour days)	F60	NE	HOURLY	35.357	37.125	38.981	40.930	42.976	44.266	46.479	47.873
			MONTHLY	8580	9009	9459	9932	10428.92	10742	11279	11617
			ANNUAL	102959	108107	113512	119188	125147	128901	135347	139407
Battalion Chief (40 hour week)	F79	E	HOURLY	64.293	67.507	70.883	74.427	78.148	80.493	84.517	87.053
			MONTHLY	11144	11701	12286	12901	13545.71	13952	14650	15089
			ANNUAL	133729	140416	147436	154808	162549	167425	175796	181070
Battalion Chief (56 hour week)	F80	NE	HOURLY	45.923	48.220	50.631	53.162	55.820	57.495	60.370	62.181
			MONTHLY	11144	11701	12286	12901	13545.71	13952	14650	15089
			ANNUAL	133729	140416	147436	154808	162549	167425	175796	181070
Deputy Fire Chief (40 hour week)	F85	E	HOURLY	80.366	84.384	88.604	93.034	97.685	100.616	105.647	108.816
			MONTHLY	13930	14627	15358	16126	16932.15	17440	18312	18861
			ANNUAL	167161	175520	184296	193510	203186	209281	219745	226338

Effective July 2024

*Due to rounding, salary schedules are close approximations of actual salary

Employee Units Included:

Redlands Professional Police Officers Association

Redlands Association of Safety Management Employees

**City of Redlands
SALARY SCHEDULE**

Title	Range	Rate Type	0 (Minimum)	1	2	3	4	5 (Longevity)	6 (Longevity)
Police Officer	P60	HOURLY	38.382	40.301	42.316	44.432	46.653	48.986	50.455
		MONTHLY	6653	6985	7335	7701	8087	8491	8746
		ANNUAL	79834	83826	88017	92418	97039	101891	104947
Police Corporal	P64	HOURLY	43.339	45.506	47.781	50.171	52.679	55.313	56.972
		MONTHLY	7512	7888	8282	8696	9131	9588	9875
		ANNUAL	90146	94653	99385	104355	109572	115051	118503
Police Sergeant	P70	HOURLY	51.676	54.260	56.973	59.821	62.812	65.953	67.932
		MONTHLY	8957	9405	9875	10369	10887	11432	11775
		ANNUAL	107486	112860	118503	124428	130650	137182	141298
Police Commander	P81	HOURLY	70.925	74.471	78.195	82.104	86.210	90.520	
		MONTHLY	12294	12908	13554	14231	14943	15690	
		ANNUAL	147524	154900	162645	170777	179316	188282	
Deputy Chief	P85	HOURLY	80.356	84.373	88.592	93.022	97.673	102.556	
		MONTHLY	13928	14625	15356	16124	16930	17776	
		ANNUAL	167140	175497	184272	193485	203160	213317	

Effective July 2024

*Due to rounding, salary schedules are close approximations of actual salary

Employee Units Included:
Redlands Association of Management Employees

City of Redlands
SALARY SCHEDULE

Range	FLSA Status	Rate Type	0 (Minimum)	1	2	3	4	5 (Longevity Only)	6 (Longevity Only)
M65		HOURLY	39.928	41.925	44.021	46.222	48.533	49.989	50.989
		MONTHLY	6921	7267	7630	8012	8412.38	8665	8838
		ANNUAL	83051	87203	91563	96141	100949	103977	106057
M66		HOURLY	40.926	42.973	45.121	47.377	49.746	51.239	52.263
		MONTHLY	7094	7449	7821	8212	8623	8881	9059
		ANNUAL	85127	89383	93852	98545	103472	106576	108708
M67		HOURLY	41.950	44.047	46.249	48.562	50.990	52.520	53.570
		MONTHLY	7271	7635	8017	8417	8838	9103	9285
		ANNUAL	87255	91618	96199	101009	106059	109241	111426
M68		HOURLY	42.998	45.148	47.406	49.776	52.265	53.833	54.909
		MONTHLY	7453	7826	8217	8628	9059	9331	9518
		ANNUAL	89436	93908	98604	103534	108711	111972	114211
M69		HOURLY	44.073	46.277	48.591	51.020	53.571	55.178	56.282
		MONTHLY	7639	8021	8422	8844	9286	9564	9756
		ANNUAL	91672	96256	101069	106122	111428	114771	117067
M70		HOURLY	45.175	47.434	49.806	52.296	54.911	56.558	57.689
		MONTHLY	7830	8222	8633	9065	9518	9803	9999
		ANNUAL	93964	98662	103595	108775	114214	117640	119993
M71		HOURLY	46.304	48.620	51.051	53.603	56.283	57.972	59.131
		MONTHLY	8026	8427	8849	9291	9756	10048	10249
		ANNUAL	96313	101129	106185	111495	117069	120581	122993
M72		HOURLY	47.462	49.835	52.327	54.943	57.690	59.421	60.610
		MONTHLY	8227	8638	9070	9523	10000	10300	10506
		ANNUAL	98721	103657	108840	114282	119996	123596	126068
M73		HOURLY	48.649	51.081	53.635	56.317	59.133	60.907	62.125
		MONTHLY	8432	8854	9297	9762	10250	10557	10768
		ANNUAL	101189	106249	111561	117139	122996	126686	129220
M74		HOURLY	49.865	52.358	54.976	57.725	60.611	62.429	63.678
		MONTHLY	8643	9075	9529	10006	10506	10821	11038
		ANNUAL	103719	108905	114350	120068	126071	129853	132450
M75		HOURLY	51.111	53.667	56.350	59.168	62.126	63.990	65.270
		MONTHLY	8859	9302	9767	10256	10769	11092	11313
		ANNUAL	106312	111627	117209	123069	129223	133099	135761
M76		HOURLY	52.389	55.009	57.759	60.647	63.679	65.590	66.902
		MONTHLY	9081	9535	10012	10512	11038	11369	11596
		ANNUAL	108970	114418	120139	126146	132453	136427	139155

Effective July 2024

*Due to rounding, salary schedules are close approximations of actual salary.

Employee Units Included:
Redlands Association of Management Employees

City of Redlands
SALARY SCHEDULE

Range	FLSA Status	Rate Type	0 (Minimum)	1	2	3	4	5 (Longevity Only)	6 (Longevity Only)
M77		HOURLY	53.699	56.384	59.203	62.163	65.271	67.230	68.574
		MONTHLY	9308	9773	10262	10775	11314	11653	11886
		ANNUAL	111694	117279	123142	129300	135765	139838	142634
M78		HOURLY	55.041	57.794	60.683	63.717	66.903	68.910	70.289
		MONTHLY	9541	10018	10518	11044	11597	11944	12183
		ANNUAL	114486	120211	126221	132532	139159	143333	146200
M79		HOURLY	56.417	59.238	62.200	65.310	68.576	70.633	72.046
		MONTHLY	9779	10268	10781	11320	11886	12243	12488
		ANNUAL	117348	123216	129377	135845	142638	146917	149855
M80		HOURLY	57.828	60.719	63.755	66.943	70.290	72.399	73.847
		MONTHLY	10024	10525	11051	11603	12184	12549	12800
		ANNUAL	120282	126296	132611	139242	146204	150590	153601
M81		HOURLY	59.274	62.237	65.349	68.617	72.047	74.209	75.693
		MONTHLY	10274	10788	11327	11894	12488	12863	13120
		ANNUAL	123289	129454	135926	142723	149859	154354	157442
M82		HOURLY	60.755	63.793	66.983	70.332	73.849	76.064	77.585
		MONTHLY	10531	11057	11610	12191	12800	13184	13448
		ANNUAL	126371	132690	139324	146291	153605	158213	161378
M83		HOURLY	62.274	65.388	68.657	72.090	75.695	77.966	79.525
		MONTHLY	10794	11334	11901	12496	13120	13514	13784
		ANNUAL	129531	136007	142808	149948	157445	162169	165412
M84		HOURLY	63.831	67.023	70.374	73.893	77.587	79.915	81.513
		MONTHLY	11064	11617	12198	12808	13448	13852	14129
		ANNUAL	132769	139407	146378	153697	161381	166223	169547
M85		HOURLY	65.427	68.698	72.133	75.740	79.527	81.913	83.551
		MONTHLY	11341	11908	12503	13128	13785	14198	14482
		ANNUAL	136088	142893	150037	157539	165416	170378	173786
M86		HOURLY	67.063	70.416	73.937	77.633	81.515	83.961	85.640
		MONTHLY	11624	12205	12816	13456	14129	14553	14844
		ANNUAL	139490	146465	153788	161477	169551	174638	178131
M87		HOURLY	68.739	72.176	75.785	79.574	83.553	86.060	87.781
		MONTHLY	11915	12511	13136	13793	14483	14917	15215
		ANNUAL	142978	150126	157633	165514	173790	179004	182584
M88		HOURLY	70.458	73.981	77.680	81.564	85.642	88.211	89.975
		MONTHLY	12213	12823	13464	14138	14845	15290	15596
		ANNUAL	146552	153880	161574	169652	178135	183479	187149

Effective July 2024

*Due to rounding, salary schedules are close approximations of actual salary.

Employee Units Included:
Redlands Association of Management Employees

City of Redlands
SALARY SCHEDULE

Range	FLSA Status	Rate Type	0 (Minimum)	1	2	3	4	5 (Longevity Only)	6 (Longevity Only)
M89		HOURLY	72.219	75.830	79.622	83.603	87.783	90.416	92.225
		MONTHLY	12518	13144	13801	14491	15216	15672	15986
		ANNUAL	150216	157727	165613	173894	182588	188066	191827
M90		HOURLY	74.025	77.726	81.612	85.693	89.977	92.677	94.530
		MONTHLY	12831	13472	14146	14853	15596	16064	16385
		ANNUAL	153971	161670	169753	178241	187153	192768	196623
M91		HOURLY	75.875	79.669	83.652	87.835	92.227	94.994	96.893
		MONTHLY	13152	13809	14500	15225	15986	16466	16795
		ANNUAL	157820	165712	173997	182697	191832	197587	201538
M92		HOURLY	77.772	81.661	85.744	90.031	94.532	97.368	99.316
		MONTHLY	13480	14155	14862	15605	16386	16877	17215
		ANNUAL	161766	169854	178347	187264	196628	202526	206577
M93		HOURLY	79.716	83.702	87.887	92.282	96.896	99.803	101.799
		MONTHLY	13818	14508	15234	15995	16795	17299	17645
		ANNUAL	165810	174101	182806	191946	201543	207590	211741
M94		HOURLY	81.709	85.795	90.085	94.589	99.318	102.298	104.344
		MONTHLY	14163	14871	15615	16395	17215	17732	18086
		ANNUAL	169955	178453	187376	196745	206582	212779	217035
M95		HOURLY	83.752	87.940	92.337	96.953	101.801	104.855	106.952
		MONTHLY	14517	15243	16005	16805	17646	18175	18538
		ANNUAL	174204	182914	192060	201663	211746	218099	222461
M96		HOURLY	85.846	90.138	94.645	99.377	104.346	107.477	109.626
		MONTHLY	14880	15624	16405	17225	18087	18629	19002
		ANNUAL	178559	187487	196862	206705	217040	223551	228022
M97		HOURLY	87.992	92.392	97.011	101.862	106.955	110.163	112.367
		MONTHLY	15252	16015	16815	17656	18539	19095	19477
		ANNUAL	183023	192175	201783	211872	222466	229140	233723
M98		HOURLY	90.192	94.701	99.436	104.408	109.629	112.918	115.176
		MONTHLY	15633	16415	17236	18097	19002	19572	19964
		ANNUAL	187599	196979	206828	217169	228028	234869	239566
M99		HOURLY	92.447	97.069	101.922	107.018	112.369	115.741	118.055
		MONTHLY	16024	16825	17667	18550	19477	20062	20463
		ANNUAL	192289	201903	211999	222598	233728	240740	245555
M100		HOURLY	94.758	99.496	104.470	109.694	115.179	118.634	121.007
		MONTHLY	16425	17246	18108	19014	19964	20563	20974
		ANNUAL	197096	206951	217299	228163	239572	246759	251694

Effective July 2024

*Due to rounding, salary schedules are close approximations of actual salary.

Employee Units Included:
Redlands Association of Department Directors

City of Redlands
SALARY SCHEDULE

Department Director Salary Table (DD)

Range	Minimum Monthly Salary	Maximum Monthly Salary
04 - Director, Development Services	15,926	19,359
04 - Director, Management Services	15,926	19,359
04 - Director, Facilities and Community Services	15,926	19,359
04 - Director, Human Resources/Risk Management	15,926	19,359
05 - Director, Municipal Utilities and Engineering	16,733	20,340
06 - Assistant City Manager	16,980	21,241
07 - Fire Chief	17,900	23,650
08 - Police Chief	20,196	28,050

Effective: July 2024

Salary Schedule (C)

Range	Minimum Monthly Salary	Maximum Monthly Salary
C1 - Library Director	11,091	15,815
C2 - City Attorney	19,449	24,131
C3 - City Manager	23,750	29,166

Effective: July 2024



CLASSIFICATION TITLE	HOURLY RATE	
Administrative Assistant		23.51
Adult Literacy Assistant		19.50
Background Investigator I/II	30.00	35.00
Camera Operator		16.95
Cemetery Aide		16.00
Community Service Officer I/II	23.92	25.91
IT/GIS Intern		16.00
Library Page		16.00
Library Clerk		17.79
Library Specialist		21.07
Maintenance Worker		21.50
Museum Attendant		16.00
Planning Intern		16.00
Program Aide		17.79

(This page intentionally left blank)

BASIC SERVICES

Below is a list of basic services provided by each department:

City Manager's Office

- Provide leadership, management, and direction to all City departments
- Compile and distribute agenda packets for all Council meetings
- Oversee the preparation of the annual budget
- Guide the City's Strategic Plan and Vision
- Liaise with other city, county, state, and federal agencies

Communications and Community Relations

- Inform Redlands residents of available City events and services or specific public service information
- Implement a strategic communications plan to engage the community in the governmental process, facilitate transparency, enhance tourism, support local industries, and promote business attraction and retention
- Regularly televise all City Council and Planning Commission meetings with scheduled replays intended to provide access for all Redlands citizens

Grants Coordinating

- Maintain grant records and files.
- Communicate grant projects to the community and solicit feedback for program implementation
- Provide information and assistance to departments on applying for grants
- Provide centralized information regarding grant funding opportunities, Uniform Guidance requirements, and other compliance
- Implement grant projects
- Coordinate grant activities with other departments

Homelessness

- Coordinate community collaboration for resources with governmental and non-governmental agencies
- Conduct daily outreach to unhoused individuals and families in the City of Redlands by offering resources such as shelter, transitional housing, permanent housing, ID vouchers, connection to community resources, etc.
- Oversee City contracted outreach teams
- Oversee shelter and transitional housing contracts
- Coordinate Homeless Encampment cleanup efforts
- Coordinate community resource fairs

City Attorney

- Provide legal advice to the City Council, all City departments and all appointed commissions, committees, and boards
- Manage all outside counsel, drafts, reviews, and negotiate city agreements and other legal documents, drafts; review ordinances and resolutions and provide legal support and guidance to all City departments and their operations.

City Clerk's Office

General Services

- Maintain open-door policy and provide the public access to City government
- Document proceedings and decisions associated with all City Council, Successor Agency, and Redlands Financing Authority meetings
- Maintain a comprehensive general index of minutes, resolutions, contracts, agreements, and deeds
- Comply with Brown Act noticing requirements for all public meetings
- Add and maintain documents to the digital records data base, known as Laserfiche
- Coordinate legal publications and notices of ordinances, resolutions, public hearings, bids
- Act as Custodian of the City Seal and Custodian of the City's vital records
- Maintain an open, diplomatic and neutral relationship with news media
- Maintain the Redlands Municipal Code
- Research, disseminate and provide information regarding City records as necessary
- Provide accessibility to City Council records through the City's website
- Manage electronic recordation of City documents
- Administer and file oaths of office
- Conduct City Bid Openings in an impartial way
- Accept, process and distribute all City claims and legal documents
- Manage and track Elected Officials Ethics Training requirements

Election Services

- Administrate and conduct all local municipal elections in an impartial manner and in coordination with County Registrar of Voters
- Meet filing deadlines for campaign finance reporting
- Act as Financial Disclosure Officer for Form 700 conflict of interest filings
- Assist Candidates throughout the campaign season

Human Resources Department

Human Resources

- Manage the recruitment, selection, and retention of a talented, diverse workforce
- Oversee employee benefits administration, leaves, and wellness programs
- Review and implement Personnel Rules and Regulations and Administrative Policies
- Coordinate employee assistance, recognition, labor, and employee relations

Training

- Facilitate Citywide employee training and professional development opportunities
- Coordinate performance management practices with City departments
- Manage employee training via online and in-person, with a focus on DEI, succession planning, workplace culture, wellness, and leadership development
- Provide career guidance for employee advancement, skill building, and continued education

Risk Management

- Liaise with the City's insurance broker in the procurement of property and liability insurance
- Manage insurance claim processing filed against the City
- Contracts with third-party administrator (TPA) that ensures compliance with all regulations regarding the processing and investigation of insurance claims
- Communicates with TPA, City Attorney, City Manager and City Council to expedite insurance claim disposition and resolution

Workers' Compensation

- Oversee the City's Workers' Compensation program and contract administration.
- Monitor employee workplace injury data and analysis
- Administer the Disability and Industrial Disability Retirement programs
- Facilitate employee return-to-work (RTW) program

Safety

- Provide and maintain a safe work environment for City employees
- Comply with OSHA and other regulatory agencies for mandated safety training, inspections, and reporting
- Oversee the Injury and Illness Prevention Program and the City's Safety Committee

Library Administration

- Provide free and equitable access to library collections for seven days per week, 56 total hours of operation
- Provide current books, periodicals, and audiovisual material for circulation to adults and children
- Provide e-books, audiobooks, and 24-hour access to electronic resources and reference databases
- Provide reference and information services
- Provide free computer access and free Internet
- Provide a wide variety of informational and entertaining programming for children, teens, and adults
- Stimulate and develop reading and writing skills for children, teens, and adults
- Provide through AKSPL's Heritage Room an archival/research facility for local and regional history
- Provide through the Lincoln Memorial Shrine a library/museum dedicated to enhancing interest in Abraham Lincoln and the American Civil War
- Provide through the soon-to-be-completed Museum of Redlands a museum repository dedicated to enhancing interest in the history and culture of Redlands
- Provide through the AKSPL's adjacent Contemporary Club building an auditorium facility for large library, city, and community events

Management Services Department

Finance Administration

- 11 FTEs
- Process approximately 2,460 journal entries annually to record City transactions
- Issue Annual Comprehensive Financial Report
- Review and process Additional Appropriations and Budget Transfers
- Biennial & Mid-Biennium Budget Preparation
- Issue required financial reports (Single Audit, CalPERS & IRS audits, Annual AB 1600 Report, AB 2766 Report, the State Controller's City Financial Transactions report, and the State Controller's Local Government Compensation report)
- Issue monthly financial reports to City departments every 20th day of the month and provide other financial information as requested
- Process approximately 18,990 vendor invoices and 10,875 accounts payable checks annually
- Process approximately 372 employee expense reimbursements annually
- Process approximately 16,500 payroll checks/direct deposits (including off-cycle payroll checks) annually
- Process CalPERS reporting for all payroll cycles
- Submit quarterly payroll tax returns to the IRS and the State of California
- Issue annual W2s to City employees

- Manage City debts and capital assets
- Coordinate the City-wide biennial physical inventory of vehicles and equipment
- Assist City departments with financial compliance and oversight of grant awards
- Implement and ensure continued compliance with new/existing Governmental Accounting Standards Board (GASB) pronouncements. There are 101 GASB accounting standards to date

Revenue / Customer Service Utility Billing

- 20 FTEs
- Issue 12 Monthly Investment Summaries
- Issue 4 Quarterly Investment Reports
- Process daily deposits for all revenue transactions for the City
- Process and collect on 1,300 accounts receivable invoices a year for the City
- Process 300 year-end 1099 forms to report to the IRS.
- Process City investment transactions as directed by the City Treasurer
- Process 6,000 business license renewals and approximately 1,000 new business license applications annually
- Process 3,800 dog licenses, yard sale permits, and parking permits annually
- Provide utility billing and customer account management for over 22,000 customers (79,629 total individual services (e.g. water, sewer, refuse, streets))
- Process approximately 62,505 work orders for solid waste, water, and wastewater annually
- Process 300 applications for the Customer Assistance Program low-income bill discount
- Administration and payment coordination of LIHWAP (Low-Income Housing Water Assistance Program) program for eligible customers
- Coordinate the programming and testing of new water, wastewater, and solid waste rates almost annually within the utility billing software
- Process 29,727 counter payments in person/20,059 payments through mail/110,856 E-lock Box
- Assisted more than 29,800 customers at the counter and roughly 42,720 customers over the phone
- Oversee weekly disconnections of water service for non-payment of utility bills

Innovation & Technology

- 10 FTEs
- Support the Police Department's network of over 200 cameras
- Support more than 700 workstations
- Support roughly 100 servers
- Support over 400 VoIP phones

- Respond to an average 4,000 helpdesk requests annually
- Over 100 network devices including firewalls, routers, switches, and wireless access points

Geographic Information Systems (GIS)

- 4 FTEs
- Maintain 1,260 map layers in ArcGIS Online
- Support 365 users of ArcGIS Online
- Curate & manage 94 GIS Dashboards
- Respond to an average of 300+ requests for GIS support
- Create new maps and pro maps (which can include scenes & layouts as well as maps)
- Develop and or/manage 378 Web Apps
- Create GIS-based solutions to optimize workflow for police, fire, and other departments
- Develop GIS analyses to help inform business decisions (i.e., location for new fire station, etc.)

Purchasing

- Perform the City's procurement function in accordance with the City's Municipal Code and all other applicable procedures and policies
- Perform inventory of materials and supplies in support of all City departments and handle items declared as surplus for redistribution or disposal per the City ordinance

Development Services Department

General

- Provide staffing at the One-Stop Permit Center to assist the public on development related issues
- Staff two City Commissions: Planning Commission and Historic and Scenic Preservation Commission

Planning

- Advise residents, property owners, and business owners on what they can do with their property
- Review development proposals for consistency with the City's General Plan and Zoning
- Conduct environmental review on all development proposals pursuant to the California Environmental Quality Act

- Review development proposals in adjacent cities for potential impacts on the City of Redlands
- Promote affordable housing development through the Inclusionary Housing and Density Bonus programs
- Maintain and update the City's Climate Action Plan
- Protect Historic Resources by reviewing all proposed modifications to historic buildings and properties for compliance with the City's Historic Design Guidelines
- Process annexation applications to the City of Redlands

Building

- Issue building permits to ensure that all construction is done safely and in compliance with City codes
- Review and approve construction prior to building permits being issued
- Perform site inspections during various phases of construction
- Administer the City's Flood Plain Management Program

Land Use Engineering

- Review engineering plans to ensure compliance with City infrastructure standards for streets, traffic signals, sewer and water mains, storm drains, streetlights, and erosion control landscaping
- Issue permits for construction projects in the public right-of-way
- Prepare annexation documents for annexations into the City's Community Facilities District

Economic Development

- Assist new and expanding businesses with identifying sites and securing entitlements
- Promote the City as a tourist destination through advertising, networking, and attendance at regional events and conventions
- Ensure that the business community is informed about local events and City rules and regulations

Municipal Utilities and Engineering Department

- MUED supports the quality of life that Redlands residents, businesses, and visitors enjoy by providing a safe, reliable drinking water supply and wastewater treatment services, responsibly managing natural resources, developing major Capital Improvement Program projects, and ensuring projects and programs meet regulatory agency expectations.
- **Water –**
 - 50 FTEs
 - Water Distribution - 450 miles of pipelines, seven (7) pressure zones, 54.5 MG storage capacity, 22,000 service connections, > 5,000 annual work orders
 - Water Production - Four (4) raw water sources (Santa Ana River, Mill Creek, Bunker Hill Basin, State Water Project), Two (2) surface water treatment plants, forty-five (45) groundwater wells, thirty-eight (38) booster pumps, peak season usage of 40 MGD, annual production = 22,000 AF
- **Wastewater -**
 - 24 FTEs
 - Wastewater Collection - 250 miles of pipelines, 20,000 service connections
 - Wastewater Treatment - WWTP rated capacity = 9.5 MGD, WWTP average daily influent = 6.0 MGD, groundwater recharge = 3.0-4.0 MGD, recycled water distribution = 1.0-2.0 MGD, provides recycled water to SCE's Mountain View Power Generation facility for use as cooling water
- **Engineering -**
 - 15 FTEs
 - Engineering - CIP development/implementation/management, annual street rehabilitation (30-50 lane miles), waterline replacement (3-5 miles), sewer pipeline replacement (3-5 miles)
 - Construction Inspection - Oversee all infrastructure construction projects within the City (including City CIP work and private development)
- **Joint Utilities Laboratory -**
 - 6 FTEs
 - Environmental Laboratory Accreditation Program (ELAP)
 - Supports Water Utility, Wastewater Utility, and Solid Waste operations
 - Monitors for contaminants that may jeopardize public health daily
 - Ensures compliance with regulatory agency requirements

Facilities and Community Services Department

The Facilities and Community Services Department is comprised of the following services and divisions:

- **Administration Division** provides support to residents, businesses, and visitors of the city for requests for service and information.

- **Airport Division** is responsible for overseeing all operations at the Redlands Municipal Airport. These operations include but are not limited to daily inspections, tenant outreach, and ensuring compliance with state and federal regulations.
- **Animal Services Division** provides a variety of services to meet the needs of the community for animal care. This division also enforces state and federal animal laws as well as city codes.
- **Building Maintenance Division** performs both routine maintenance and emergency service for all City-owned facilities, totaling approximately 583,139 square feet.
- **Cemetery Division** is a historic facility consisting of 50 acres providing interment services to the community; on average, the cemetery conducts approximately 220 interments per year.
- **Code Enforcement Division** is responsible for improving the quality of life, protecting property values, and ensuring the health and safety of our community by fair and consistent enforcement of the Redlands Municipal Code. Approximately 1,000 cases are reviewed and opened per year.
- **Equipment Maintenance Division** provides maintenance and repair service as well as safety inspections for the City's vehicles and equipment. Maintenance staff provide the support necessary to maintain over 600 units of vehicles, heavy equipment, generators, and compressors, as well as operation of the City's L/CNG fuel station.
- **Parks Division** is responsible for providing the citizens of Redlands with a well-maintained, safe, and usable recreation spaces. The division manages the maintenance of approximately 800 acres consisting of 18 established parks, over 60 water well and reservoir sites, parking lots, and 14.5 acres of medians.
- **Recreation and Senior Services** operates the Redlands Community Center, Senior Center, and Joslyn Senior Center which are open to the community for a variety of educational and leisure activities. In addition to manning the centers, the division also facilitates the morning market and the rentals of indoor and outdoor recreation sites.
- **Street Division** provides for the general maintenance and repair of 314 miles of streets and 90 miles of storm drains within the city. Crews respond to approximately 1,000 annual calls for routine street maintenance services.
- **Solid Waste Division** currently provides refuse, recycling, green waste, and organics collection services to approximately 20,300 single family residential units within the city. Commercial bin service is provided one to six days per week to 989 customers, and commercial recycling service is provided to about 614 businesses. This division also manages the city landfill ensuring regulatory requirements and compliance are met.

Fire Department

Fire Chief and Administration

- Provide long-term planning by developing strategies and goals for the department's future effectiveness
- Financial management: Overseeing budgeting, expenses, and ensuring financial compliance
- Personnel Oversight: Coordinate recruitment, training, evaluations, and promotions.
- Develop, administer, and manage personnel policies and procedures for department personnel
- Oversee department contracts, agreements for programs and services, and partnerships with other fire agencies
- Process, administer, and track mutual aid reimbursements from CalOES, the Department of U.S. Forestry, and CalFire
- Administer grants agreements, projects, reimbursements, and grant closeouts; actively seek grant opportunities to supplement departmental expenditures
- Process all Public Records Requests and Subpoena for Records

Fire Suppression & Operations

- Deliver 911 emergency response services encompassing fire suppression, rescue operations, and medical emergencies
- Address various emergencies, including wildfires, structural fires, traffic collisions, medical crises, hazardous material incidents, confined space rescues, bio-terrorism threats, and swift water rescues
- Enhance emergency assistance for residents of the City of Redlands through continuous engagement in training initiatives and certification programs
- Provide public services and outreach initiatives such as tours of the Fire Stations, fire apparatus demonstrations, Safety Talks, Fire Explorer program, and the annual Spark of Love Toy Drive held each December

Community Risk Reduction

- Safeguard the community from fire through programs ensuring adherence to fire regulations, public education, and mitigation
- Review all development plans related to Commercial Fire Code requirements
- Conduct fire safety inspections and approve fire permits
- Administer Vegetation Management (Weed Abatement) program
- Dispense information on fire safety

Emergency Management

- Mitigate risks of potential disasters, prepare for possible catastrophes and disasters, respond to actual disasters, and recover from disasters
- Provide community outreach services at emergency management events, local schools, and community groups
- Coordinate multi-agency disaster responses through the Emergency Operations Center
- Provide Community Emergency Response Team (CERT) training to community.

Police Department

Patrol Services Bureau

- The Patrol teams are comprised of eight officers including the corporal and sergeant. Five patrol teams rotate schedules supplemented by civilian community service officers.
- The Field Training and Evaluation Program is responsible for the development of recruits into competent solo police officers. Field training officers coordinate and deliver nearly six (6) months of training to new officers to prepare them to operate as solo police officers.
- The Redlands Police Department Reserve Unit is comprised of volunteers from a variety of professions who live in the city or neighboring communities. Reserve officers receive extensive training in the many facets of law enforcement which they routinely use while assisting the department.
- The Redlands Police Department Law Enforcement Explorer Post began in 1968 and has been the starting point for many future law enforcement officers. Young men and women interested in joining the program must be at least 15 years of age and no older than 21 years. The program is for youth interested in learning about the field of law enforcement.
- Custody: The department contracts with Allied Universal to provide custody services.

Special Services Bureau

- The Crimes Against Persons Section investigates homicides, sexual assaults, robberies, internet crimes against children.
- The Forensics Unit is responsible for the identification, collection, and preservation of evidence.
- The Property Crimes Section investigates burglaries, thefts, aggravated assaults, and facilitates the recovery of stolen property.
- The Property and Evidence Unit maintains custody of all property recovered by the police department either from a crime scene, or found property turned in by citizens, or property taken as safekeeping.
- The Multiple Enforcement Team is a proactive enforcement group responsible for crime suppression.

- One officer from the Special Services Bureau is assigned to the Inland Regional Narcotics Enforcement Team, a county wide task force that investigates major narcotics cases.

Community Services Bureau

- The Traffic and Special Events Unit is responsible for coordinating the efforts of the community service officers assigned to parking control that enforce parking standards throughout the city. In addition to traffic duties, officers organize traffic flow and safety for all the special events in the city.
- The Community Policing Unit is committed to addressing issues such as homelessness and ongoing crime problems, and they promote long-term interactions with community members and local businesses. This Unit works closely with the community and faith-based organizations to strengthen community relationships while working towards common goals of public safety and well-being.
- The School Resource Officers (SRO) work with the Redlands Unified School District to improve the safety of students and staff at the selected schools and to reduce crime committed by juveniles and young adults. Moreover, the SROs establish a trusting channel of communication with students, parents, and teachers. The SROs serve as positive role models to instill in students good moral standards, good judgment and discretion, respect for other students, and a sincere concern for the school community.
- Triage, Engagement, and Support Teams (TEST) is part of the San Bernardino County Department of Behavioral Health team that is assigned to the Redlands Police Department to assist both community policing officers and patrol officers in providing services to residents. The Triage team specializes in crisis intervention, continuum of care, and intensive case management for individuals experiencing an urgent psychiatric health condition.
- The Citizen Volunteer Unit consist of hardworking men and women who have chosen to give back to their community and are the “eyes and ears” of the department. The responsibilities of this Unit consist of routine patrol in the city, traffic control, neighborhood checks, and special events.
- The Community Engagement Team (CET) was established in February of 2024. The team consists of one (1) Sergeant, one (1) Corporal, and two (2) police officers. The team’s primary focus will be to address retail theft and transient related problems in business districts. CET builds strong relationships with local business owners and other members of the community.
- Crime Analyst: One crime analyst has been added to the Community Policing Bureau. The Crime Analyst provides several projects including a downtown parking enforcement map for the city, downtown crime study dashboard, and deployment scenarios for CET and other community policing teams.

Communications Unit

- Aid callers on 911 emergency, alternate emergency, and business lines.
- Dispatching calls via radio and a Computer Aided Dispatch (CAD) system to personnel in the field.
- Monitor over a dozen different radio channels. These radio channels include all the frequencies utilized by the various units of the department, local government, and other allied agencies.
- The Communication Unit utilizes a variety of cameras from various locations in town to support responding units on calls for service and by providing an additional resource to ensure site security at the various locations.
- They have the ability for members of the community to contact the Communications Unit through a 911 email system which is currently one of the only such systems in San Bernardino County.

Support Services Bureau

The support services bureau consists of the following:

- Office of the Chief of Police.
 - Administrative Deputy Chief who oversees the administrative commander and operations manager.
- Administrative Commander who oversees the professional standards sergeant, training and hiring which includes the training sergeant and operations coordinator and a part time training coordinator.
- Operations Manager who oversees Communications, Records, Fleet, PRA/subpoenas, building maintenance, and new building planning.
- Financial Analyst who is responsible for budget, financial compliance, and payroll.
- Training Sergeant who is responsible for scheduling training and making sure the department follows all state training mandates. This sergeant is also responsible for recruiting and retention programs.
- The departments wellness program.
- The records department is responsible for processing all reports, managing all discovery requests, all subpoena requests and keeping the department in compliance with RIPA and NIBRS.

(This page intentionally left blank)

GENERAL GOVERNMENT

General Government refers to those departments that provide administrative support for the City which include:

- City Council
- City Clerk
- City Manager
- Human Resources
- City Attorney
- Management Services

City Council

Mission Statement:

The City Council is dedicated to responding to the changing needs in our community and to ensuring that Redlands remains a distinctive place in which to live and work.

Departmental Goals:

- Hold regular meetings to conduct City business and hear public input on all issues
- Remain open and responsive to the concerns of the community
- Formulate policies and goals and, through the City Manager, direct the use of resources for the attainment of these policies and goals
- Monitor and seek to influence state and federal legislation to better address the concerns of the City of Redlands
- Encourage community involvement through the appointment of citizens to City-sanctioned commissions, boards, and committees

Program Description:

The City Council provides direction upon which all City actions, programs, and priorities are based. The City Council relies on the input of the City Manager and his staff, as well as recommendations from various commissions and boards. The Council further represents City interests through participation in local and regional organizations.

Program Objectives:

- Conduct regular bi-monthly meetings and special meetings as necessary to effectively complete the City's business
- Maintain active participation in various local and regional organizations
- Provide input to the appropriate legislators on issues that will affect the City

DEPARTMENT/DIVISION
CITY COUNCIL

FUND
GENERAL FUND

ORGKEY
101100

OBJECT	2022-23 ACTUAL (AUDITED)	2023-24 ADJUSTED BUDGET	2023-24 12 MONTH ESTIMATED	2024-25 CITY COUNCIL ADOPTED	2025-26 CITY COUNCIL ADOPTED
SALARIES AND BENEFITS					
5001 Salaries: Full-Time	106,715	107,417	114,705	140,444	143,850
5002 Salaries: Part-Time	859	-	11,772	21,746	21,746
5006 Elected Official Compensation	55,893	84,000	85,900	84,000	84,000
5101 Overtime Salaries	-	5,857	-	-	-
5202 Holiday Pay	616	-	676	-	-
5203 Bonus	5,590	-	1,080	1,123	1,145
5204 Accrual Payout	781	-	475	-	-
5301 Banked Leave Buy Back	805	5,857	293	10,021	8,683
5401 Pension Contributions	36,948	31,703	47,390	41,640	40,588
5501 FICA/Medicare	11,619	13,549	15,450	17,348	17,616
5601 Deferred Compensation	4,076	1,356	9,025	3,044	3,089
5701 Health/Dental Insurance	25,563	34,893	31,075	33,351	32,412
5702 Workers' Comp Insurance	2,766	2,991	2,991	2,739	2,739
5703 Disability Insurance	191	305	290	369	377
5704 Unemployment Insurance	292	2,660	3,496	3,116	3,116
5705 Life Insurance	76	71	72	74	74
5801 Vehicle Allowance	-	-	1,575	1,380	1,380
5802 Eyecare Reimbursement	-	254	254	354	354
5803 Clothing Allowance	-	150	150	150	150
5903 Other Taxable Benefits	83	3,965	95	102	102
TOTAL SALARIES AND BENEFITS	252,872	295,028	326,764	361,001	361,421
SERVICES					
6102 Legal Services	211,894	25,000	12,561	25,000	200,000
6401 Meeting & Prof Development	1,350	2,625	2,025	2,678	2,731
6402 Travel Expense/Reimbursement	3,372	3,565	6,200	3,636	3,709
6403 Training	-	2,625	5,875	2,678	2,731
6510 Other Insurance	3,205	3,675	3,805	3,749	3,823
6601 Postage	450	137	408	139	142
6708 Special Program Expenditures	10,736	10,710	6,800	10,924	11,143
6802 Info Tech Service Charges	11,851	12,749	12,749	15,231	13,418
6901 Printing and Binding	3,476	7,494	1,630	7,644	7,796
6906 Office Equip & Furn Rent	3,741	2,542	2,222	2,593	2,645
6909 Subscriptions & Memberships	78,323	81,034	118,431	121,984	125,643
TOTAL SERVICES	328,396	152,155	172,706	196,255	373,782
SUPPLIES					
7002 Office Supplies	2,269	1,050	1,200	1,071	1,092
7101 Office Equipment & Furniture	350	-	-	-	-
7807 Food	785	263	573	800	816
TOTAL SUPPLIES	3,403	1,313	1,773	1,871	1,908
DEPARTMENT TOTAL	584,672	448,496	501,243	559,127	737,111

City Clerk

Mission Statement:

The City Clerk's Office is dedicated to promoting open government and offering the public access to all aspects of information pertaining to the City government, while providing the best possible service to residents, staff, and leadership of the City in a neutral and impartial manner.

Departmental Goals:

- Administrate fair and impartial elections
- Provide efficient service and information to the public
- Provide support services to the City Council and City departments
- Accurately record and maintain the proceedings, actions, and documentation of the City Council, the Redlands Financing Authority, and the Successor Agency to the Redevelopment Agency for legal, administrative, financial, and historical reference
- Work to improve the administration of the office consistent with applicable laws and, through automation, produce more rapid transparent access to government and fulfill the responsibilities of this department to the community

Sustainability Efforts:

- Ongoing effort to digitize all record files for electronic access
- Emphasis on electronic format for all record requests
- Scanning of City Council, Successor Agency to the Redevelopment Agency, and Financing Authority minutes, contracts, resolutions, and ordinances for electronic access through the City's website

Performance Measures:

- Compliance with noticing requirements of the Brown Act for all meetings of the City Council, the Successor Agency to the Redevelopment Agency, the Redlands Financing Authority and City Commissions and Boards
- Add 5,000 documents annually to the digital records database
- Provide on-line records research capability to the public
- Document proceedings associated with all City Council, Successor Agency, and Redlands Financing Authority meetings and make them accessible to staff and the public in a timely manner
- Meet filing deadline for the economic interest statements from elected officials, appointed commissioners, designated staff members and consultants
- Meet filing deadline for campaign finance reporting for elected officials, candidates, and committees
- Provide training to staff members to effectively utilize the City's automated records system
- Publish legal notices of ordinances, resolutions, and public hearings in accordance with law

Program Description:

The City Clerk is the record keeper and guardian of our democratic process. In Redlands, the City Clerk is an elected official and is responsible directly to the voters. The department provides service to the public, City Council, City Manager, and all administrative departments.

Program Objectives:

- Maintain an open-door policy to the public
- Conduct general municipal elections and special municipal elections in accordance with the California Elections Code and coordinate ballot measures, arguments, and impartial analysis documents
- Coordinate actions with the County Registrar of Voters during primary, general, and special elections
- Fulfill duties as filing officer for campaign statements for officeholders, candidates, and political action committees
- Maintain an accurate record of City Council proceedings through a comprehensive general index of all minutes, resolutions, contracts, agreements, and deeds
- Act as secretary to the Successor Agency to the Redevelopment Agency and to the Redlands Financing Authority and maintain an accurate record of their proceedings through a comprehensive general index of all minutes, resolutions, contracts, agreements, and deeds
- Act as Custodian of the City Seal and Custodian of the City's vital records from 1888-1964
- Fulfill duties as Financial Disclosure Officer for conflict of interest filings for elected officials, designated staff, and various consultants
- Coordinate legal publications and notices of ordinances, resolutions, and public hearings in a timely manner in accordance with law
- Follow legal procedures for noticing regular, adjourned, and special meetings of the City Council, the Successor Agency to the Redevelopment Agency, the Redlands Financing Authority and all City Commissions and Boards
- Maintain an open, diplomatic, and neutral relationship with news media
- Maintain the Redlands Municipal Code
- Research, disseminate and provide information regarding City records as necessary
- Provide accessibility to City Council records through the City's website and records management system
- Manage the electronic recordation of City documents
- Administer and file oaths of office

Department Innovations

E-Filing – Form 700 & Campaign Finance Reporting: FY 2022-23 procurement to establish e-Filing and management capability and provide automation of Campaign Finance Reporting for elected officials and committees and establish e-Filing for Statement of Economic Interest Forms (Form 700s) for elected officials, appointed commissioners, and designated staff members. Improves office efficiency, streamlines the reporting processes using an electronic filing system, promotes transparency, and reduces paper.

Real-time Updates – The City's archiving system, known as Laserfiche, allows the public the ability to browse, search, retrieve, download, and print documents. This enhances citizen awareness and promotes accountability and trust in government.

Strategic Goals – Supports Sustainability by enhancing fiscal and operational practices for maintaining fiscal stability, transparency, and data-driven decisions. Supports Equity and Inclusion by enhancing communication and engagement to ensure all parts of the community have easy access to information

Accomplishments for Fiscal Year 2023-2024:

- Coordinated the submission of economic interest statements from elected officials, appointed commissioners, designated staff members and consultants
- Managed the biannual campaign finance reporting of elected officials and all committees
- Documented proceedings and decisions associated with all City Council regular and special meetings establishing the historical record
- Documented proceeding and decisions associated with all regular and special meetings for Successor Agency to the Redevelopment Agency and for the Redlands Financing Authority
- Enhanced accessibility to City Council documents, including minutes, resolutions, ordinances, contracts, and deeds and easements directly through the City's website
- Digitized City Council documents to document storage system, known as Laserfiche
- Managed and tracked Council Member Ethics Training requirements
- Electronically recorded City documents as needed
- Complied with the noticing requirements of the Brown Act for all public meetings
- Published legal notices of ordinances, resolutions, and public hearings in accordance with law
- Conducted City Bid Openings in an impartial way
- Maintained the Redlands Municipal Code

Significant Program Changes:

- Administer the November 5, 2024, Municipal Election for two Council Member seats, Districts 2 and 4; one City Clerk seat at-large and one City Treasurer at-large seat in accordance with the California Elections Code
- Manage the nomination, election, and campaign reporting for Council Member candidates, City Clerk and City Treasurer and managed financial reporting for committees
- Train one full-time employee, Assistant City Clerk position
- Attend training sessions hosted by the City Clerks Association of California

DEPARTMENT/DIVISION
CITY CLERK

FUND
GENERAL FUND

ORGKEY
101110

OBJECT	2022-23 ACTUAL (AUDITED)	2023-24 ADJUSTED BUDGET	2023-24 12 MONTH ESTIMATED	2024-25 CITY COUNCIL ADOPTED	2025-26 CITY COUNCIL ADOPTED
SALARIES AND BENEFITS					
5001 Salaries: Full-Time	132,032	142,534	132,863	192,508	171,966
5002 Salaries: Part-Time	14,097	18,911	1,960	11,185	22,370
5202 Holiday Pay	1,671	-	5,775	687	2,454
5203 Bonus	3,500	-	-	-	-
5401 Pension Contributions	38,158	41,748	40,486	59,428	51,074
5501 FICA/Medicare	11,696	11,981	10,812	15,658	15,066
5601 Deferred Compensation	1,845	1,845	1,845	3,045	3,045
5701 Health/Dental Insurance	14,100	19,238	14,377	35,582	30,860
5702 Workers' Comp Insurance	6,916	7,477	7,477	2,739	2,834
5703 Disability Insurance	1,166	529	1,260	318	-
5704 Unemployment Insurance	240	1,302	1,957	1,302	1,302
5705 Life Insurance	63	126	63	158	126
5802 Eyecare Reimbursement	-	225	225	450	300
5803 Clothing Allowance	300	300	300	150	-
5903 Other Taxable Benefits	-	4,923	-	150	150
TOTAL SALARIES AND BENEFITS	225,784	251,139	219,400	323,360	301,547
SERVICES					
6201 Elections	79,910	150,000	-	300,000	150,000
6401 Meeting & Prof Development	-	1,575	-	3,000	3,060
6402 Travel Expense/Reimbursement	-	237	-	250	255
6601 Postage	400	578	578	500	510
6710 Special Contractual Services	12,128	14,979	12,613	13,223	13,335
6802 Info Tech Service Charges	29,628	31,873	31,873	19,039	16,772
6901 Printing and Binding	22	772	400	408	416
6902 Advertising	18,727	17,640	17,640	17,993	18,353
6906 Office Equip & Furn Rent	1,801	2,481	2,481	2,531	2,582
6907 Comms Service & Rental	590	1,021	1,021	1,041	1,062
6909 Subscriptions & Memberships	421	420	420	428	437
TOTAL SERVICES	143,627	221,576	67,026	358,413	206,782
SUPPLIES					
7002 Office Supplies	1,054	1,103	1,103	1,125	1,148
7101 Office Equipment & Furniture	-	551	551	562	573
TOTAL SUPPLIES	1,054	1,654	1,654	1,687	1,721
DEPARTMENT TOTAL	370,465	474,369	288,080	683,460	510,050

City Manager

Mission Statement:

The City Manager's Office is dedicated to managing all City services in the most efficient, effective, and economical manner possible while maintaining excellent customer service through a high degree of professionalism.

Departmental Goals:

- Implement the policy direction of the City Council
- Provide leadership and direction to all City departments
- Promote favorable working relationships with our business community, community organizations, and citizens
- Promote transparency in government
- Guard the quality of life that residents enjoy through the maintenance of existing programs and service levels

Sustainability Efforts:

- Continued implementation of paperless processes
- Purchase and use of recycled paper for copying and printing
- The ongoing effort to scan and store files electronically

Program Description:

The City Manager's Office provides centralized direction and leadership for the effective administration and operation of all municipal services for the City of Redlands as directed by the City Council. Operating under the traditional Council-Manager form of government, the City Manager is appointed by the five-member City Council and is responsible for the day-to-day operations of the City. The City Manager's Office leadership team includes two Assistant City Managers and a Public Information Officer. The office provides strategic direction to departments and monitors the progress made toward achieving the goals and objectives.

The City Manager's office is committed to developing a culture of innovation by integrating strategic management and best practices into government operations. By doing so, the organization continually improves performance, maximizes efficiencies, and creates value for the tax dollar.

Program Objectives:

- Provide leadership, management, and direction to all City departments
- Compile and distribute agenda packets for all Council meetings
- Oversee the preparation of the annual budget
- Guide the City's Strategic Plan and Vision
- Be available to the public as the need arises
- Maintain effective working relationships with other cities, counties, state and federal agencies

Accomplishments for Fiscal Years 2022-23 and 2023-24:

- Provided leadership, management, and direction to all City departments
- Coordinated and assembled 21 regular City Council Meeting Agenda Packets and 11 City Council Special Meeting Agenda Packets for 2022/23, and 16 regular Meeting Packets with 5 Special Meeting Packets to date for 2023/24.
- Coordinated and processed approximately 250 resident service requests for 2022/23 and 190 to date for 2023/24
- Reviewed an average of 27 agenda items per City Council meeting for 2022/23, and 23 to date for 2023/24.

Communications and Community Relations

The Communications and Community Relations division of the City Manager's office oversees the City's communication initiatives, and social media platforms and responds on behalf of the City to inquiries from the media and the public. The division educates and informs residents, visitors, and businesses about City programs, services, and events. Using targeted communication strategies in cooperation with other City departments, the division engages the community in the governmental process, facilitates transparency, enhances tourism, supports local industries, promotes business attraction and retention, and increases participation in City programs and activities to generate additional revenue and to strengthen the quality of life. Included in the division is Redlands TV (RTV), the City's government access cable TV facilities and operations. RTV televises and records live events, such as City Council and Planning Commission meetings, provides a Community Events Bulletin Board, and creates or contracts original informational videos highlighting City services and programs. RTV programming is available to cable television subscribers through Spectrum (Channel 3) and Frontier Communications (Channel 35).

Program Objectives:

- Administer the City's community relations and public information programs, including media relations, videos, and other information on Redlands TV, the City's social media platforms, and other communications avenues.
- Provide a forum for community events and public service messages relevant to Redlands audiences.
- Continually explore new platforms and communications and outreach avenues, incorporating them into the overall communication and outreach strategy.
- Regularly televise all City Council and Planning Commission meetings with scheduled replays intended to provide access for all Redlands citizens.
- Use available video technology and media to provide an outlet, informing Redlands residents of available City events and services or specific public service information.

Accomplishments for Fiscal Years 2022-23 and 2023-24:

- Provided staff support and facilitated completion of the 2022 and 2023 National Community Surveys, a benchmarking survey that provided a comprehensive picture of livability and resident perspectives and attitudes on government services, policies, and management. The survey provides a benchmark to measure Redlands against other similar communities and a baseline for measuring the progress of City service enhancements and initiatives.

- Managed the City’s rebranding effort, which delivered the city a new brand and visual identity, including a new city logo and logo variations, font, and color palette, as well as new graphical elements and templates.
- Provided staff support and helped to facilitate the development of the City’s Six-Year Strategic Plan.
- Promoted transparency in government through:
 - Live broadcasting of all City meetings and Planning Commission meetings on Redlands TV; Web-streaming of live City Council meetings and archived meeting videos
 - Promoted open, clear, and frequent communication through:
 - Monitored community social networking sites, kept staff apprised of public reactions to City issues, and responded when appropriate
 - Redlands 311 mobile app
 - City’s Speakers Bureau
 - Issuance of approximately 300 press releases promoting City activities and economic development, providing public safety information, and providing information on City Council actions
- PIO responded to numerous unique press requests not related to press releases
- Produced weekly video series Pet of the Week, a weekly video series introducing adoptable animals from the Redlands Animal Shelter;
- Produced several city event videos including:
 - Annual Christmas Parade
 - Christmas Tree Lighting
 - Redlands City Employee Holiday Video
 - Annual Community Service Day
 - Ribbon cutting videos for City facility projects
- Provided support to all City departments taking video/photos of city services.
- Monitored and created all Public Service Announcements for Redlands television Bulletin Board.
- Provided support to all other departments and City Council in media interviews.
- Monitored press coverage of the City, including newspapers, television, and radio, and provided periodic news digests to staff and elected officials.
- Provided support to all City departments in preparing and reviewing memos and other written communication for both internal and external distribution.

Grants Coordinating Office

The Grants Coordinating office was established in September 2021 and is a new division of the City Manager’s office. The division is responsible for performing a variety of duties related to grant development, grant writing, and grant monitoring and reporting. Working with departments throughout the City, the Grants Coordinating office also researches grant opportunities to determine applicability, prepares grant applications, compiles proposed project information, and aligns project needs with fund goals. The division monitors grant activity, composes and submits quarterly grant reports on project progress, and is responsible for submitting all final close-out grant materials.

Program Objectives:

- Maintain grant records and files
- Communicate grant projects to the community and solicit feedback for program implementation
- Provide information and assistance to departments in applying for grants
- Provide centralized information regarding grant funding opportunities, Uniform Guidance requirements, and other compliance
- Implement grant projects
- Coordinate grant activities with other departments

Accomplishments for Fiscal Years 2022-23 and 2023-24:

- ARPA SLFRF Funds Reprogramming: City Council approved the reallocation of ARPA SLFRF Funds, ensuring resources are efficiently used.
- Administrative Assistant Staff Funding: Approved funding for two limited-term administrative assistant staff, strengthening our operational capacity.
- Redlands Ranch Market Amendment: Negotiated a Second Amendment to extend services to Grocery Gift Card recipients, improving resource accessibility.
- Second Round Approval for Grocery Gift Card Program: Secured City Council approval for another round of the program, further assisting community members in need.
- Successful Promotion of Second Round Grocery Gift Card: Successfully promoted the program, attracting applications near the goal within a month.
- Increase in Utility Program Recipients: Outreach via mail inserts led to a 30% rise in Utility Program participation.
- Encampment Resolution Grant Funding Acquisition: Collaborated to secure funding, advancing efforts in addressing homelessness.
- CalRecycle SB 1383 Funding Acquisition: Collaborated to secure funding, supporting environmental sustainability initiatives.
- Favorable Single Audit Report for FY22/23: Received a positive report with no findings or questioned costs for major federal programs, demonstrating effective management.
- Execution and Reporting for JAG Program: Executed grant claims and agreements, ensuring compliance and accountability.
- Financial Reporting for Building Forward Library Grant: Successfully completed financial reporting for the Building Forward Library Grant, ensuring transparency and accountability.
- Redlands HomeKey Project Milestone: Reached several milestone in partnership with division partners for the Redlands HomeKey Project, marking progress towards project objectives.

Homeless Solutions Office

The City Homeless Solutions Office provides support and administrative oversight for the development and implementation of homeless services, coordinates with outside agencies, and ensures that programs and resources across all departments are aligned with the City's goals to address homelessness.

Program Objectives:

- Plan, organize, coordinate, and evaluate the activities of the City to address and end homelessness;
- Develop and implement new strategies in coordination with other agencies;
- Prepare and negotiate contracts for supportive services and housing solutions for homeless;
- Collaborate with other local businesses, non-profits, and community groups in the coordination and delivery of services to the homeless;
- Coordinate City policies and activities with local, regional, state, and federal homeless programs;
- Prepare and administer grant applications;
- Participate in public outreach and education;
- Prepare and monitor annual budget for homeless programs;
- Manage the City's annual point in time count;
- Work with Code Enforcement to monitor and address blight within the City;
- Prepare and present oral and written reports to various departments, commissions, City Council, and other community groups on homeless issues

Accomplishments for Fiscal Years 2022-23 and 2023-24:

- The City Homeless Solutions Office supported the City Council, City Manager and all City departments, boards, commissions, and committees in achieving the City Council's homeless services initiatives while limiting risk and costs to the taxpayers.
- Received \$4.5 million in homeless service grants.
- Housed 150 persons in permanent housing and 80 persons in shelter/hotels in Fiscal Year 2022-23. Housed 80 persons in permanent housing and 90 persons in shelter/hotels in Fiscal Year 2023-24.
- Developed four street outreach teams and one behavioral health outreach team.

DEPARTMENT/DIVISION
CITY MANAGER

FUND
GENERAL FUND

ORGKEY
101120

OBJECT	2022-23 ACTUAL (AUDITED)	2023-24 ADJUSTED BUDGET	2023-24 12 MONTH ESTIMATED	2024-25 CITY COUNCIL ADOPTED	2025-26 CITY COUNCIL ADOPTED
SALARIES AND BENEFITS					
5001 Salaries: Full-Time	385,261	449,507	449,023	493,028	508,065
5002 Salaries: Part-Time	1,060	-	1,589	-	-
5202 Holiday Pay	1,274	-	677	-	-
5203 Bonus	9,090	-	1,080	1,123	1,145
5204 Accrual Payout	8,458	-	1,040	-	-
5301 Banked Leave Buy Back	805	6,616	-	10,884	9,607
5401 Pension Contributions	51,038	131,901	71,040	151,611	148,760
5501 FICA/Medicare	23,080	24,955	27,327	29,081	30,350
5601 Deferred Compensation	41,049	13,592	53,043	30,474	30,519
5701 Health/Dental Insurance	49,379	74,507	60,439	64,237	65,442
5702 Workers' Comp Insurance	12,449	13,459	13,459	10,955	11,336
5703 Disability Insurance	131	305	290	369	377
5704 Unemployment Insurance	(1,184)	1,298	1,676	1,319	1,319
5705 Life Insurance	169	188	187	192	192
5801 Vehicle Allowance	5,160	5,160	9,100	6,540	6,540
5802 Eyecare Reimbursement	225	673	673	912	912
5803 Clothing Allowance	-	150	150	150	150
5903 Other Taxable Benefits	761	5,830	95	381	381
5905 Employee Wellness Program	455	-	390	-	-
TOTAL SALARIES AND BENEFITS	588,658	728,141	691,278	801,256	815,095
SERVICES					
6005 License & Permits	1,597	2,205	1,729	2,249	2,294
6106 Other Professional Services	500	10,500	14,400	10,000	10,200
6304 Telephone	2,514	2,400	3,000	3,000	3,060
6401 Meeting & Prof Development	1,748	4,725	3,097	4,820	4,916
6402 Travel Expense/Reimbursement	1,499	2,100	10,000	7,500	7,650
6403 Training	1,542	1,575	7,600	4,000	4,080
6601 Postage	246	300	120	122	124
6703 Software Support/Development	-	15,750	-	-	-
6802 Info Tech Service Charges	53,331	57,372	57,372	53,309	46,963
6803 City Garage Charges	674	-	790	806	822
6901 Printing and Binding	833	1,575	1,630	-	-
6907 Comms Service & Rental	1,331	1,323	-	-	-
6909 Subscriptions & Memberships	6,299	4,410	6,000	6,120	6,242
TOTAL SERVICES	72,113	104,235	105,738	91,926	86,352
SUPPLIES					
7001 Books & Supplies	-	276	-	281	287
7002 Office Supplies	5,362	2,756	1,262	2,811	2,868
7005 Photo & Copying Supplies	-	551	552	951	-
7101 Office Equipment & Furniture	4,390	3,500	4,273	4,390	4,478
7802 Purchased Water	1,036	331	1,300	337	344
7807 Food	1,169	551	1,050	562	574
7810 Special Departmental Supplies	897	1,654	-	1,687	1,721
TOTAL SUPPLIES	12,854	9,619	8,437	11,020	10,270
DIVISION TOTAL	673,625	841,995	805,453	904,201	911,717

DEPARTMENT/DIVISION
COMMUNICATIONS AND COMMUNITY RELATIONS

FUND
GENERAL FUND

ORGKEY
101121

OBJECT	2022-23 ACTUAL (AUDITED)	2023-24 ADJUSTED BUDGET	2023-24 12 MONTH ESTIMATED	2024-25 CITY COUNCIL ADOPTED	2025-26 CITY COUNCIL ADOPTED
SALARIES AND BENEFITS					
5001 Salaries: Full-Time	330,275	357,890	364,625	373,284	380,834
5101 Overtime Salaries	-	-	4,800	5,000	5,000
5202 Holiday Pay	5,168	-	1,011	-	-
5203 Bonus	11,075	-	900	732	747
5204 Accrual Payout	1,718	-	3,042	-	-
5301 Banked Leave Buy Back	4,044	17,782	101,145	25,793	24,429
5401 Pension Contributions	98,463	105,026	110,737	115,911	112,581
5501 FICA/Medicare	25,918	26,222	35,292	29,315	29,863
5601 Deferred Compensation	19,191	6,139	26,187	16,366	16,131
5701 Health/Dental Insurance	46,613	52,567	50,690	53,455	54,317
5702 Workers' Comp Insurance	5,533	5,982	5,982	8,216	8,502
5703 Disability Insurance	-	-	853	987	1,006
5704 Unemployment Insurance	252	1,367	1,367	1,367	1,367
5705 Life Insurance	198	198	200	198	198
5801 Vehicle Allowance	-	-	1,313	900	900
5802 Eyecare Reimbursement	326	709	709	945	945
5803 Clothing Allowance	-	-	300	300	300
5903 Other Taxable Benefits	473	12,810	323	323	323
TOTAL SALARIES AND BENEFITS	549,247	586,692	709,476	633,092	637,443
SERVICES					
6106 Other Professional Services	27,149	30,707	28,599	32,140	32,826
6304 Telephone	418	525	525	536	546
6401 Meeting & Prof Development	295	1,575	1,575	1,607	1,639
6402 Travel Expense/Reimbursement	1,749	1,575	1,575	3,000	3,000
6403 Training	476	2,625	2,625	5,000	5,000
6703 Software Support/Development	-	1,707	3,107	3,589	3,661
6708 Special Program Expenditures	-	50,000	-	-	-
6710 Special Contractual Services	-	35,000	85,000	-	-
6802 Info Tech Service Charges	23,702	25,499	25,499	15,231	13,418
6803 City Garage Charges	66	789	4,074	4,961	5,168
6907 Communications Service	-	-	1,964	1,834	1,870
6909 Subscriptions & Memberships	7,626	7,530	4,737	5,199	5,303
TOTAL SERVICES	61,481	157,532	159,280	73,095	72,431
SUPPLIES					
7002 Office Supplies	119	-	-	500	510
7004 Uniform/Safety Clothing	-	525	525	536	546
7101 Office Equipment & Furniture	38	1,050	1,050	1,071	1,092
7810 Special Departmental Supplies	-	1,500	1,500	1,530	1,561
7812 Audio-Visual Materials	-	1,575	1,575	1,607	1,639
7901 Non-Capital Expenditures	7,357	-	5,000	5,000	5,000
TOTAL SUPPLIES	7,514	4,650	9,650	10,243	10,348
FIXED ASSETS					
8706 All Other Equipment	-	30,000	-	-	-
TOTAL FIXED ASSETS	-	30,000	-	-	-
DIVISION TOTAL	618,242	778,874	878,406	716,430	720,221

DEPARTMENT/DIVISION
PURCHASING

FUND
GENERAL FUND

ORGKEY
101123

OBJECT	2022-23 ACTUAL (AUDITED)	2023-24 ADJUSTED BUDGET	2023-24 12 MONTH ESTIMATED	2024-25 CITY COUNCIL ADOPTED	2025-26 CITY COUNCIL ADOPTED
SALARIES AND BENEFITS					
5001 Salaries: Full-Time	185,221	206,023	206,895		
5101 Overtime Salaries	290	-	-		
5202 Holiday Pay	2,148	-	1,067		
5203 Bonus	7,383	-	600		
5204 Accrual Payout	266	-	1,261		
5301 Banked Leave Buy Back	2,666	8,555	3,026		
5401 Pension Contributions	54,766	60,478	62,431		
5501 FICA/Medicare	13,557	14,642	15,256		
5601 Deferred Compensation	12,532	3,973	19,239		
5701 Health/Dental Insurance	24,573	44,750	41,403		
5702 Workers' Comp Insurance	5,533	5,982	5,982		
5703 Disability Insurance	386	540	474		
5704 Unemployment Insurance	168	911	1,936		
5705 Life Insurance	133	132	133		
5801 Vehicle Allowance	-	173	875		
5802 Eyecare Reimbursement	225	300	300		
5803 Clothing Allowance	300	-	300		
5805 Clothing Cash Payment	-	-	-		
5903 Other Taxable Benefits	165	6,291	165		
TOTAL SALARIES AND BENEFITS	310,312	352,750	361,343		
SERVICES					
6106 Other Professional Services	-	5,000	5,000		
6304 Telephone	418	662	-		
6401 Meeting & Prof Development	-	882	-		
6402 Travel Expense/Reimbursement	-	2,205	2,518		
6403 Training	-	662	200		
6601 Postage	62	450	-		
6703 Software Support/Development	-	330	-		
6710 Special Contractual Services	-	330	-		
6802 Info Tech Service Charges	23,702	25,499	25,499		
6901 Printing and Binding	-	4,300	600		
6906 Office Equip & Furn Rent	3,191	2,693	2,693		
6909 Subscriptions & Memberships	777	992	900		
TOTAL SERVICES	28,150	44,005	37,410		
SUPPLIES					
7002 Office Supplies	2,748	1,929	1,800		
7003 Awards/Recognition Prgm	1,131	880	880		
7004 Uniform/Safety Clothing	578	165	158		
7101 Office Equipment & Furniture	-	5,292	-		
7102 Small Tools & Equipment	-	220	50		
7203 Office Equipment Maintenance	-	330	-		
7208 Repair/Maintenance Supplies	-	115	100		
7209 Janitorial Supplies	-	115	100		
7211 Computer Components	-	2,257	2,257		
7802 Purchased Water	258	135	150		
7806 Promotional Supplies	-	115	-		
7807 Food	62	220	100		
7810 Special Departmental Supplies	10	2,600	600		
7901 Non-Capital Expenditures	-	992	-		
TOTAL SUPPLIES	4,787	15,365	6,195		
DIVISION TOTAL	343,248	412,120	404,948		

Please note: This division was transferred to Management Services Department, orgkey 101503. This change is reflected in Fiscal Year 2024-25 and forward.

DEPARTMENT/DIVISION
PRINT SHOP

FUND
GENERAL FUND

ORGKEY
101124

OBJECT	2022-23 ACTUAL (AUDITED)	2023-24 ADJUSTED BUDGET	2023-24 12 MONTH ESTIMATED	2024-25 CITY COUNCIL ADOPTED	2025-26 CITY COUNCIL ADOPTED
SERVICES					
6601 Postage	-	-	33	-	-
6710 Special Contractual Services	13,325	13,618	10,927	13,890	14,168
6906 Office Equip & Furn Rent	4,476	5,513	637	-	-
6907 Comms Service & Rental	1,580	2,756	1,780	1,816	1,852
6912 Reimbursed Expenditures	(4,429)	(20,000)	-	-	-
TOTAL SERVICES	14,952	1,887	13,377	15,706	16,020
SUPPLIES					
7002 Office Supplies	218	110	110	112	114
7005 Photo & Copying Supplies	-	1,155	-	-	-
7203 Office Equipment Maintenance	764	2,756	1,500	2,811	2,868
7810 Special Departmental Supplies	218	525	-	-	-
TOTAL SUPPLIES	1,200	4,547	1,610	2,924	2,982
DIVISION TOTAL	16,152	6,433	14,987	18,630	19,002

City Homeless Solutions

Mission Statement:

The City Homeless Solutions Office is dedicated to providing housing and outreach for all unhoused persons in the City in the most efficient, effective, and economical manner practical to help attain the City Council's goals and the City Departments' program objectives.

Departmental Goals:

- Proactively provide high quality, ethical, and timely services to unhoused persons in the City of Redlands such as: shelter, transitional housing, permanent housing, outreach, connection to substance abuse mental health and other services.
- Provide accurate reports/information about Redlands homeless data to City Council, City Manager, City Departments, and appointed boards and commissions, to assist the City Council and City Departments achieve their goals and objectives.
- Resolve all person's unhoused issues efficiently and cost-effectively, while protecting the City's legal interests.

Sustainability Efforts:

- Inclusion of sustainable measures in public project contracts and procurement documents.
- Continued progress toward "paperless" processes and operations where possible, practical, and effective.
- Purchase and use of recycled paper for copying and printing, and other available recycled products.
- The ongoing effort to scan and store files electronically.

Program Description:

The City Homeless Solutions Office provides support and administrative oversight of the development and implementation of homeless services, coordinates with outside agencies, and ensures that programs and resources across all departments are aligned with the City's goals to address homelessness.

Program Objectives:

- Plan, organize, coordinate, and evaluate the activities of the City to address and end homelessness;
- Develop and implement new strategies in coordination with other agencies;
- Prepare and negotiate contracts for supportive services and housing solutions for homeless;
- Collaborate with other local businesses, non-profits, and community groups in the coordination and delivery of services to the homeless;
- Coordinate City policies and activities with local, regional, state, and federal homeless programs;
- Prepare and administer grant applications;
- Participate in public outreach and education;
- Prepare and monitor annual budget for homeless programs;
- Manage the City's annual point in time count;

- Work with Code Enforcement to monitor and address blight within the City;
- Prepare and present oral and written reports to various departments, commissions, City Council, and other community groups on homeless issues

Accomplishments for Fiscal Years 2022-23 and 2023-24:

- The City Homeless Solutions Office supported the City Council, City Manager and all City departments, boards, commissions, and committees in achieving the City Council's homeless services initiatives while limiting risk and costs to the taxpayers.
- Received \$4.5 million in homeless service grants.
- Housed 150 persons in permanent housing and 80 persons in shelter/hotels in Fiscal Year 2022-23. Housed 80 persons in permanent housing and 90 persons in shelter/hotels in Fiscal Year 2023-24.
- Developed four street outreach teams and one behavioral health outreach team

DEPARTMENT/DIVISION
CITY MANAGER GRANTS

FUND						ORGKEY
GOVERNMENTAL GRANT FUND						200120
OBJECT	2022-23 ACTUAL (AUDITED)	2023-24 ADJUSTED BUDGET	2023-24 12 MONTH ESTIMATED	2024-25 CITY COUNCIL ADOPTED	2025-26 CITY COUNCIL ADOPTED	
SALARIES AND BENEFITS						
5001 Salaries: Full-Time	236,242	1,801,348	2,033,348	-	-	
5002 Salaries: Part-Time	76,211	-	-	-	-	
5101 Overtime Salaries	125	-	-	-	-	
5203 Bonus	3,500	-	-	-	-	
5204 Accrual Payout	619	-	-	-	-	
5301 Banked Leave Buyback	1,715	-	-	-	-	
5401 Pension Contributions	91,507	-	-	-	-	
5501 FICA/Medicare	22,406	-	-	-	-	
5601 Deferred Compensation	159	-	-	-	-	
5701 Health/Dental Insurance	44,096	-	-	-	-	
5703 Disability Insurance	858	-	-	-	-	
5704 Unemployment Insurance	2,396	-	-	-	-	
5705 Life Insurance	189	-	-	-	-	
5804 Uniform Rental	55	-	-	-	-	
5903 Other Taxable Benefits	38	-	-	-	-	
TOTAL SALARIES AND BENEFITS	480,116	1,801,348	2,033,348	-	-	
SERVICES						
6106 Other Professional Services	450	5,330	5,330	-	-	
6403 Training	-	288	288	-	-	
6703 Software Support/Development	13,174	10,608	10,608	-	-	
6704 Community Grant Award	145,000	55,000	-	-	-	
6708 Special Program Expenditures	1,810,759	6,938,576	6,761,576	-	-	
6710 Special Contractual Services	27,523	94,157	94,157	-	-	
6902 Advertising	100	-	-	-	-	
6903 Janitorial Services	-	15,000	15,000	-	-	
TOTAL SERVICES	1,997,006	7,118,959	6,886,959	-	-	
SUPPLIES						
7002 Office Supplies	99	5,000	5,000	-	-	
7201 Hardware Maint/Replace	267	-	-	-	-	
7804 Medical Supplies	2,034	-	-	-	-	
7810 Special Departmental Supplies	1,120	6,063	6,063	-	-	
7901 Non-capital Expenditures	689	-	-	-	-	
TOTAL SUPPLIES	4,208	11,063	11,063	-	-	
FIXED ASSETS						
8401 Wastewater Infrastructure	-	1,000,000	1,000,000	-	-	
8704 Motor Vehicles	43,962	-	-	-	-	
8706 All Other Equipment	66,476	-	-	-	-	
TOTAL FIXED ASSETS	110,437	1,000,000	1,000,000	-	-	
DEPARTMENT TOTAL	2,591,767	9,931,370	9,931,370	-	-	

		DEPARTMENT/DIVISION HUMAN RESOURCES			ORGKEY 101125	
FUND		2022-23	2023-24	2023-24	2024-25	2025-26
GENERAL FUND		ACTUAL	ADJUSTED	12 MONTH	CITY COUNCIL	CITY COUNCIL
OBJECT		(AUDITED)	BUDGET	ESTIMATED	ADOPTED	ADOPTED
SALARIES AND BENEFITS						
5001	Salaries: Full-Time	252,616	602,968	325,106		
5202	Holiday Pay	782	-	1,987		
5203	Bonus	11,925	-	900		
5204	Accrual Payout	4,047	-	1,246		
5301	Banked Leave Buy Back	1,721	14,725	3,659		
5401	Pension Contributions	73,185	127,707	96,697		
5501	FICA/Medicare	18,999	30,507	24,443		
5601	Deferred Compensation	10,450	5,655	18,520		
5701	Health/Dental Insurance	26,313	98,831	43,468		
5702	Workers' Comp Insurance	24,321	26,295	26,295		
5703	Disability Insurance	156	441	177		
5704	Unemployment Insurance	389	1,975	2,879		
5705	Life Insurance	169	287	199		
5801	Vehicle Allowance	-	-	3,613		
5802	Eyecare Reimbursement	1,944	1,024	1,024		
5803	Clothing Allowance	-	240	240		
5903	Other Taxable Benefits	605	11,264	1,069		
	TOTAL SALARIES AND BENEFITS	427,622	921,919	551,522		
SERVICES						
6007	Penalties and Interest	-	-	56		
6102	Legal Services	35,063	24,500	16,000		
6105	Medical/Physicals	26,723	22,500	26,500		
6106	Other Professional Services	2,381	102,125	51,593		
6304	Telephone	1,813	-	1,000		
6401	Meeting & Prof Development	1,209	2,400	2,400		
6402	Travel Expense/Reimbursement	725	3,500	3,500		
6505	Retiree Health Insurance	3,680,281	4,933,872	4,530,000		
6601	Postage	1,135	1,000	1,600		
6702	Fingerprinting	9,584	8,500	7,800		
6703	Software Support/Development	5,645	2,275	2,275		
6710	Special Contractual Services	190	36,000	1,000		
6802	Info Tech Service Charges	94,810	101,994	101,994		
6901	Printing and Binding	-	1,000	1,000		
6902	Advertising	-	500	500		
6906	Office Equip & Furn Rent	2,114	9,075	5,000		
6909	Subscriptions & Memberships	4,524	6,000	6,000		
	TOTAL SERVICES	3,866,198	5,255,241	4,758,218		
SUPPLIES						
7001	Books & Supplies	718	620	620		
7002	Office Supplies	1,659	2,500	2,500		
7003	Awards/Recognition Prgm	11,280	12,569	12,569		
7101	Office Equipment & Furniture	358	5,000	5,000		
7211	Computer Components	-	3,000	3,000		
7806	Promotional Supplies	294	800	800		
7807	Food	2,710	2,500	2,500		
7810	Special Departmental Supplies	2,083	3,101	3,000		
	TOTAL SUPPLIES	19,100	30,090	29,989		
	DIVISION TOTAL	4,312,920	6,207,250	5,339,729		
	DEPARTMENT TOTAL	6,548,860	8,695,168	7,944,766	2,198,388	2,388,052

Please note: This division was transferred to the Human Resources Department, orgkey 101140. This change is reflected in Fiscal Year 2024-25 and forward.

DEPARTMENT/DIVISION
RISK MANAGEMENT

FUND
LIABILITY SELF INSURANCE FUND

ORGKEY
602900

OBJECT	2022-23 ACTUAL (AUDITED)	2023-24 ADJUSTED BUDGET	2023-24 12 MONTH ESTIMATED	2024-25 CITY COUNCIL ADOPTED	2025-26 CITY COUNCIL ADOPTED
SALARIES AND BENEFITS					
5001 Salaries: Full-Time	124,747	233,523	167,626		
5202 Holiday Pay	732	-	871		
5203 Bonus	5,950	-	-		
5204 Accrual Payout	110	-	539		
5301 Banked Leave Buy Back	1,208	2,967	2,121		
5401 Pension Contributions	5,089	32,540	49,645		
5501 FICA/Medicare	9,732	7,727	12,843		
5601 Deferred Compensation	3,734	1,427	5,644		
5701 Health/Dental Insurance	13,591	17,508	28,421		
5702 Workers' Comp Insurance	2,766	2,991	2,991		
5703 Disability Insurance	79	220	88		
5704 Unemployment Insurance	216	521	1,516		
5705 Life Insurance	96	76	114		
5802 Eyecare Reimbursement	-	270	270		
5803 Clothing Allowance	-	120	120		
5901 Compensated Absences Expense	498	-	-		
5903 Other Taxable Benefits	80	2,910	447		
TOTAL SALARIES AND BENEFITS	168,628	302,799	273,256		
SERVICES					
6102 Legal Services	346,201	258,500	480,000		
6304 Telephone	1,344	-	800		
6401 Meeting & Prof Development	350	900	900		
6402 Travel Expense/Reimbursement	-	900	900		
6501 Settlements/Judgments	1,716,317	10,000	10,000		
6502 Property Insurance	1,292,633	1,575,804	2,000,067		
6505 Retiree Health Insurance	11,481	14,500	-		
6506 Premiums for Excess Coverage	1,376,504	1,790,550	1,696,140		
6507 Liability Claims	2,374,997	610,000	176,000		
6510 Other Insurance	24,428	18,876	22,300		
6601 Postage	-	100	100		
6710 Special Contractual Services	92,759	77,263	95,000		
6802 Info Tech Service Charges	11,851	12,749	12,749		
6901 Printing and Binding	-	100	100		
6906 Office Equip & Furn Rent	692	750	750		
6909 Subscriptions & Memberships	150	175	175		
TOTAL SERVICES	7,249,708	4,371,167	4,495,981		
SUPPLIES					
7002 Office Supplies	133	500	500		
TOTAL SUPPLIES	133	500	500		
FUND TOTAL	7,418,469	4,674,466	4,769,737		

Please note: This division was transferred to the Human Resources Department, orgkey 602140. This change is reflected in Fiscal Year 2024-25 and forward.

DEPARTMENT/DIVISION
WORKERS' COMPENSATION

FUND
WORKERS' COMPENSATION FUND

ORGKEY
606951

OBJECT	2022-23 ACTUAL (AUDITED)	2023-24 ADJUSTED BUDGET	2023-24 12 MONTH ESTIMATED	2024-25 CITY COUNCIL ADOPTED	2025-26 CITY COUNCIL ADOPTED
SALARIES AND BENEFITS					
5001 Salaries: Full-Time	109,641	165,135	137,770		
5202 Holiday Pay	336	-	935		
5203 Bonus	4,200	-	-		
5204 Accrual Payout	150	-	651		
5301 Banked Leave Buy Back	1,496	2,446	2,366		
5401 Pension Contributions	340,314	33,054	40,977		
5501 FICA/Medicare	8,226	7,755	10,530		
5601 Deferred Compensation	4,413	1,888	7,092		
5701 Health/Dental Insurance	11,398	21,409	20,171		
5703 Disability Insurance	79	220	88		
5704 Unemployment Insurance	120	477	1,299		
5705 Life Insurance	60	69	70		
5802 Eyecare Reimbursement	-	248	248		
5803 Clothing Allowance	-	120	120		
5901 Compensated Absences Expense	1,622	-	-		
5903 Other Taxable Benefits	90	3,437	338		
TOTAL SALARIES AND BENEFITS	482,145	236,257	222,655		
SERVICES					
6102 Legal Services	145,484	165,000	81,000		
6106 Other Professional Services	21,846	29,559	1,850		
6401 Meeting & Prof Development	-	600	600		
6402 Travel Expense/Reimbursement	-	1,200	1,200		
6505 Retiree Health Insurance	20,813	16,500	3,400		
6506 Premiums for Excess Coverage	241,269	277,366	233,702		
6509 Worker's Comp Claims	185,188	1,650,000	910,000		
6710 Special Contractual Services	200,682	323,521	300,000		
6802 Info Tech Service Charges	159,992	172,116	172,116		
6804 General Govt Service Charge	48,947	51,394	51,394		
6901 Printing and Binding	-	50	50		
6906 Office Equip & Furn Rent	692	750	750		
TOTAL SERVICES	1,024,914	2,688,056	1,756,062		
SUPPLIES					
7002 Office Supplies	-	300	300		
7101 Office Equipment & Furniture	243	1,500	1,500		
TOTAL SUPPLIES	243	1,800	1,800		
DIVISION TOTAL	1,507,302	2,926,114	1,980,517		

Please note: This division was transferred to the Human Resources Department, orgkey 606141. This change is reflected in Fiscal Year 2024-25 and forward.

DEPARTMENT/DIVISION
SAFETY PROGRAM

FUND

WORKERS' COMPENSATION FUND

ORGKEY

606952

OBJECT	2022-23 ACTUAL (AUDITED)	2023-24 ADJUSTED BUDGET	2023-24 12 MONTH ESTIMATED	2024-25 CITY COUNCIL ADOPTED	2025-26 CITY COUNCIL ADOPTED
SALARIES AND BENEFITS					
5001 Salaries: Full-Time	97,485	135,527	120,950		
5202 Holiday Pay	584	-	437		
5203 Bonus	3,850	-	-		
5204 Accrual Payout	95	-	516		
5301 Banked Leave Buy Back	980	2,972	1,407		
5401 Pension Contributions	28,233	34,551	35,738		
5501 FICA/Medicare	7,565	8,390	9,229		
5601 Deferred Compensation	2,743	1,776	4,991		
5701 Health/Dental Insurance	9,605	20,062	15,456		
5703 Disability Insurance	39	110	44		
5704 Unemployment Insurance	136	521	866		
5705 Life Insurance	53	76	60		
5802 Eyecare Reimbursement	225	270	270		
5803 Clothing Allowance	-	60	60		
5903 Other Taxable Benefits	67	3,833	215		
TOTAL SALARIES AND BENEFITS	151,660	208,147	190,239		
SERVICES					
6105 Medical/Physicals	1,496	2,500	2,500		
6106 Other Professional Services	125	-	-		
6401 Meeting & Prof Development	-	1,000	1,000		
6402 Travel Expense/Reimbursement	986	1,000	1,000		
6403 Training	1,383	5,000	5,000		
6601 Postage	15	-	-		
6703 Software Support/Development	491	4,500	4,500		
6710 Special Contractual Services	-	1,000	1,000		
6804 General Govt Service Charge	6,477	6,801	6,801		
6901 Printing and Binding	-	100	100		
6909 Subscriptions & Memberships	-	300	300		
TOTAL SERVICES	10,973	22,201	22,201		
SUPPLIES					
7001 Books & Supplies	2,042	1,000	1,000		
7002 Office Supplies	-	500	500		
7004 Uniform/Safety Clothing	-	400	400		
7102 Small Tools & Equipment	-	1,000	1,000		
7806 Promotional Supplies	59	20,000	20,000		
7807 Food	98	-	-		
7810 Special Departmental Supplies	759	500	500		
TOTAL SUPPLIES	2,958	23,400	23,400		
DIVISION TOTAL	165,590	253,748	235,840		

Please note: This division was transferred to the Human Resources Department, orgkey 606142. This change is reflected in Fiscal Year 2024-25 and forward.

DEPARTMENT/DIVISION
TRAINING PROGRAM

FUND
WORKERS' COMPENSATION FUND

ORGKEY
606953

OBJECT	2022-23 ACTUAL (AUDITED)	2023-24 ADJUSTED BUDGET	2023-24 12 MONTH ESTIMATED	2024-25 CITY COUNCIL ADOPTED	2025-26 CITY COUNCIL ADOPTED
SALARIES AND BENEFITS					
5001 Salaries: Full-Time	149,639	217,457	189,547		
5202 Holiday Pay	479	-	498		
5203 Bonus	8,450	-	-		
5204 Accrual Payout	5,079	-	1,300		
5301 Banked Leave Buy Back	1,234	3,691	1,819		
5401 Pension Contributions	43,218	53,483	55,967		
5501 FICA/Medicare	12,316	13,074	14,611		
5601 Deferred Compensation	3,457	2,378	5,745		
5701 Health/Dental Insurance	15,585	37,748	21,120		
5703 Disability Insurance	39	110	44		
5704 Unemployment Insurance	257	825	1,213		
5705 Life Insurance	96	120	111		
5802 Eyecare Reimbursement	-	428	428		
5803 Clothing Allowance	-	60	60		
5903 Other Taxable Benefits	455	3,605	247		
5904 Tuition Reimbursement	34,991	80,000	80,000		
TOTAL SALARIES AND BENEFITS	275,293	412,978	372,710		
SERVICES					
6401 Meeting & Prof Development	2,275	2,400	2,400		
6402 Travel Expense/Reimbursement	-	3,600	3,600		
6403 Training	13,380	15,000	15,000		
6703 Software Support/Development	21,428	27,677	27,677		
6710 Special Contractual Services	3,210	3,300	6,176		
6804 General Govt Service Charge	16,240	17,052	17,052		
6901 Printing and Binding	-	500	500		
TOTAL SERVICES	56,532	69,529	72,405		
SUPPLIES					
7001 Books & Supplies	-	1,000	1,000		
7002 Office Supplies	505	500	500		
7101 Office Equipment & Furniture	7,262	5,000	5,000		
7211 Computer Components	-	1,500	1,500		
TOTAL SUPPLIES	7,767	8,000	8,000		
DIVISION TOTAL	339,592	490,507	453,115		
FUND TOTAL	2,012,484	3,670,369	2,669,472		

Please note: This division was transferred to the Human Resources Department, orgkey 606143. This change is reflected in Fiscal Year 2024-25 and forward.

Human Resources Department

Program Description:

The Human Resources team works collaboratively to develop and administer programs that are designed to increase the effectiveness of staff and the organization. The division provides the full range of human resource services to all City departments, and where applicable, residents and visitors to our community. The primary functions of this division include recruitment and selection, employee benefits administration, wellness, performance management, training, organizational development, personnel data maintenance, volunteer management, state and federal reporting, MOU (Memorandum of Understanding) administration, employee assistance, and labor and employee relations.

Program Objectives:

- Facilitate the recruitment, selection, retention, and promotion of individuals to ensure a talented, diverse workforce
- Market a comprehensive and economical employee compensation and benefits package to attract and retain the highest caliber employees
- Support employee engagement by providing an effective onboarding process and continued training and professional development opportunities
- Ensure compensation and performance management processes are designed to maximize performance and align with the goals of the organization
- Revise and implement Personnel Rules and Regulations and Administrative Policies that create a consistent, positive, and productive organizational culture
- Utilize technology in all aspects of Human Resources to create a cost-effective and efficient operation
- Build upon the Volunteer & Intern Resources program including enhancing the volunteer and intern program and increasing community awareness and involvement through enhanced outreach

Projects:

- Implementation of NEOGOV Onboarding in support of the City's Strategic Plan Priority D. This platform will support the onboarding program that was established in 2022. It will increase efficiency of processing new hire documents, standardize processes, provide a personalized portal to welcome new employees, and assign internal points of contact to assist new hires with transitioning into the organization. This program will also support sustainability by significantly reducing the use of paper.
- Continued enhancement of the Training and Development Program and Succession Planning. In support of the City's Strategic Plan Priorities C and D, we are procuring additional resources for continued diversity and inclusion training for staff. Additionally, training will be provided to support leadership development to assist current staff in being prepared to move into advanced roles as they become available.

DEPARTMENT/DIVISION
HUMAN RESOURCES

FUND		ORGKEY				
GENERAL FUND		101140				
OBJECT	2022-23 ACTUAL (AUDITED)	2023-24 ADJUSTED BUDGET	2023-24 12 MONTH ESTIMATED	2024-25 CITY COUNCIL ADOPTED	2025-26 CITY COUNCIL ADOPTED	
SALARIES AND BENEFITS						
5001	Salaries: Full-Time			461,166	477,706	
5002	Salaries: Part-Time			35,000	35,000	
5203	Bonus			1,859	1,896	
5301	Banked Leave Buy Back			5,314	20,326	
5401	Pension Contributions			123,779	122,872	
5501	FICA/Medicare			30,966	32,742	
5601	Deferred Compensation			14,371	14,307	
5701	Health/Dental Insurance			58,042	59,008	
5702	Workers' Comp Insurance			20,741	21,462	
5703	Disability Insurance			236	252	
5704	Unemployment Insurance			1,953	1,953	
5705	Life Insurance			221	221	
5801	Vehicle Allowance			2,400	2,400	
5802	Eyecare Reimbursement			1,050	1,050	
5803	Clothing Allowance			120	120	
5903	Other Taxable Benefits			945	945	
	TOTAL SALARIES AND BENEFITS			758,163	792,260	
SERVICES						
6102	Legal Services			19,000	19,500	
6105	Medical/Physicals			30,000	31,000	
6106	Other Professional Services			10,000	15,000	
6401	Meeting & Prof Development			5,000	5,000	
6402	Travel Expense/Reimbursement			9,000	9,000	
6403	Training			2,000	2,000	
6505	Retiree Health Insurance			4,893,000	5,284,440	
6601	Postage			1,500	1,500	
6702	Fingerprinting			9,300	9,300	
6703	Software Support/Development			2,730	2,730	
6710	Special Contractual Services			18,000	18,000	
6802	Info Tech Service Charges			76,156	67,090	
6901	Printing and Binding			1,000	1,000	
6902	Advertising			5,500	25,500	
6906	Office Equip & Furn Rent			1,500	1,500	
6909	Subscriptions & Memberships			6,000	6,150	
	TOTAL SERVICES			5,089,686	5,498,710	
SUPPLIES						
7001	Books & Supplies			620	620	
7002	Office Supplies			3,000	3,050	
7003	Awards/Recognition Prgm			14,000	14,300	
7101	Office Equipment & Furniture			5,500	5,500	
7211	Computer Components			3,000	3,000	
7806	Promotional Supplies			800	800	
7807	Food			3,000	3,000	
7810	Special Departmental Supplies			3,500	3,500	
	TOTAL SUPPLIES			33,420	33,770	
DEPARTMENT TOTAL				5,881,269	6,324,740	

*Please note: This division was formerly under the City Manager's Office, orgkey 101125.
This change is reflected in Fiscal Year 2024-25 and forward.*

Risk Management Division

Program Description:

The Risk Management Division identifies, assesses, and controls risk to the City and ensures a safe and secure work environment. The division manages the processing of all property and general liability claims filed against the City. The division also establishes the City's insurance needs and works with the City's broker to procure appropriate levels of insurance coverage for property and general liability, workers' compensation, crime, and various other policies.

The City contracts with a third-party administrator (TPA) that ensures compliance with all regulations regarding the administration and investigation of all claims. The TPA coordinates with the Risk Management staff, City Attorney, City Manager, and City Council as needed.

Program Objectives:

- Identify potential liability exposures and address them in a proactive, not reactive, manner
- Work closely with the City Attorney and TPA to expedite the disposition of all claims presented to the City
- Ensure maintenance of a database of all claims filed against the City
- Prepare analysis as needed related to the City's need for excess liability insurance
- Act as liaison with the City's insurance broker in the procurement of all property and liability insurance policies maintained by the City
- Assist other departments with insurance-related issues
- Review proposed contractual agreements for appropriate levels of insurance coverage maintained by the other party before the City enters into the agreement
- Review proposed contractual agreements wherein the City must provide coverage, recommend acceptance, or voice concerns and alternative solutions
- Compile and submit the necessary documentation to the City's insurance carriers for reimbursement of losses incurred and for which the City has insurance coverage
- Pursue the City's subrogation rights for property losses caused by others

**DEPARTMENT/DIVISION
RISK MANAGEMENT**

FUND
LIABILITY SELF INSURANCE FUND

ORGKEY
602140

OBJECT	2022-23 ACTUAL (AUDITED)	2023-24 ADJUSTED BUDGET	2023-24 12 MONTH ESTIMATED	2024-25 CITY COUNCIL ADOPTED	2025-26 CITY COUNCIL ADOPTED
SALARIES AND BENEFITS					
5001 Salaries: Full-Time				202,826	210,231
5203 Bonus				929	948
5301 Banked Leave Buy Back				1,541	8,443
5401 Pension Contributions				62,271	61,483
5501 FICA/Medicare				14,152	14,912
5601 Deferred Compensation				6,465	6,439
5701 Health/Dental Insurance				31,409	31,941
5702 Workers' Comp Insurance				5,477	5,668
5703 Disability Insurance				118	126
5704 Unemployment Insurance				738	738
5705 Life Insurance				107	107
5801 Vehicle Allowance				1,200	1,200
5802 Eyecare Reimbursement				510	510
5803 Clothing Allowance				60	60
5903 Other Taxable Benefits				465	465
TOTAL SALARIES AND BENEFITS				328,268	343,271
SERVICES					
6102 Legal Services				600,000	480,000
6304 Telephone				800	800
6401 Meeting & Prof Development				3,000	3,000
6402 Travel Expense/Reimbursement				4,000	4,000
6501 Settlements/Judgments				500,000	10,000
6502 Property Insurance				2,400,000	2,800,000
6506 Premiums for Excess Coverage				2,358,000	3,065,400
6507 Liability Claims				300,000	350,000
6510 Other Insurance				26,000	28,000
6601 Postage				100	100
6710 Special Contractual Services				115,000	115,000
6802 Info Tech Service Charges				7,616	6,709
6901 Printing and Binding				100	100
6906 Office Equip & Furn Rent				750	750
6909 Subscriptions & Memberships				200	210
TOTAL SERVICES				6,315,566	6,864,069
SUPPLIES					
7002 Office Supplies				600	620
TOTAL SUPPLIES				600	620
FUND TOTAL				6,644,434	7,207,960

*Please note: This division was formerly under the City Manager's Office, orgkey 602900.
This change is reflected in Fiscal Year 2024-25 and forward.*

Workers' Compensation Division

Program Description:

The City of Redlands is self-insured for its Workers' Compensation and contracts with a third-party administrator (TPA) whose focus is to keep abreast of the continually changing Workers' Compensation laws and regulations, assure that the City maintains compliance with these changes, and most importantly facilitates the care needed to return the employee to their pre-injury status. The Workers' Compensation program provides employee treatment through a wide network of healthcare practitioners. To reach the goal of returning an employee to their pre-injury productivity the City, whenever possible, provides modified duty. Modified duty allows the employee to remain an active and productive member of the organization while still recuperating from their injury.

Program Objectives:

- Monitor the performance of the City's TPA for efficiency, service standards, and cost-effectiveness
- Analyze accident data, identify root causes, and coordinate with the department on the implementation of programs to reduce the number of work-related injuries and illnesses
- Implement a wellness-rich environment where employees are provided the tools necessary to realize the healthiest lifestyle possible
- Review status of claims with the TPA adjuster and the City's legal counsel
- Administer the Disability and Industrial Disability Retirement programs in a fiscally responsible manner
- Facilitate a return-to-work (RTW) program for those employees able to work modified duty to reduce time away from work due to injury
- Mitigate potential claims by addressing work/health issues brought forward by employees

**DEPARTMENT/DIVISION
WORKERS' COMPENSATION**

FUND
WORKERS' COMPENSATION FUND

ORGKEY
606141

OBJECT	2022-23 ACTUAL (AUDITED)	2023-24 ADJUSTED BUDGET	2023-24 12 MONTH ESTIMATED	2024-25 CITY COUNCIL ADOPTED	2025-26 CITY COUNCIL ADOPTED
SALARIES AND BENEFITS					
5001 Salaries: Full-Time				190,662	197,562
5203 Bonus				929	948
5301 Banked Leave Buy Back				2,642	9,573
5401 Pension Contributions				59,696	58,891
5501 FICA/Medicare				13,602	14,329
5601 Deferred Compensation				8,446	8,387
5701 Health/Dental Insurance				26,872	27,334
5703 Disability Insurance				118	126
5704 Unemployment Insurance				651	651
5705 Life Insurance				95	95
5801 Auto Allowance				1,200	1,200
5802 Eyecare Reimbursement				450	450
5803 Clothing Allowance				60	60
5903 Other Taxable Benefits				435	435
TOTAL SALARIES AND BENEFITS				305,858	320,041
SERVICES					
6102 Legal Services				97,000	99,000
6106 Other Professional Services				36,540	38,400
6401 Meeting & Prof Development				3,000	3,000
6402 Travel Expense/Reimbursement				4,000	4,000
6505 Retiree Health Insurance				4,080	4,100
6506 Premiums for Excess Coverage				250,000	300,000
6509 Worker's Comp Claims				1,500,000	1,500,000
6710 Special Contractual Services				235,680	253,164
6802 Info Tech Service Charges				15,231	13,418
6804 General Govt Service Charge				91,712	94,922
6901 Printing and Binding				50	50
6906 Office Equip & Furn Rent				750	750
TOTAL SERVICES				2,238,043	2,310,804
SUPPLIES					
7002 Office Supplies				360	370
7101 Office Equipment & Furniture				1,800	1,835
TOTAL SUPPLIES				2,160	2,205
DIVISION TOTAL				2,546,061	2,633,050

Please note: This division was formerly under the City Manager's Office, orgkey 606951. This change is reflected in Fiscal Year 2024-25 and forward.

Safety Division

Program Description:

Employee safety is an organizational responsibility first and foremost, as well as a personal responsibility. The Safety Division of the Human Resources Department is responsible for providing the tools and information necessary for each City division to function at its optimal safety level. To this end, we facilitate the required training our employees are required to maintain to continue working in compliance with OSHA and other regulatory agencies.

Program Objectives:

- Provide a safe work environment for City employees
- Inspect job locations to ensure safe working environments and practices
- Decrease the number of on-the-job injuries
- Comply with OSHA mandates for training and reporting
- Review and update the City's Injury and Illness Prevention Program
- Instill the advantages of safe work behavior in every employee, every day
- Furnish information and resources to departments to develop programs that will help enable them to realize a reduction in the number of preventable injuries
- Coordinate and oversee the City's Safety Committee, develop, and implement goals and objectives

DEPARTMENT/DIVISION
SAFETY PROGRAM

FUND
WORKERS' COMPENSATION FUND

ORGKEY
606142

OBJECT	2022-23 ACTUAL (AUDITED)	2023-24 ADJUSTED BUDGET	2023-24 12 MONTH ESTIMATED	2024-25 CITY COUNCIL ADOPTED	2025-26 CITY COUNCIL ADOPTED
SALARIES AND BENEFITS					
5001 Salaries: Full-Time				155,483	160,009
5203 Bonus				465	474
5301 Banked Leave Buy Back				2,555	6,053
5401 Pension Contributions				47,635	46,694
5501 FICA/Medicare				11,264	11,710
5601 Deferred Compensation				5,994	5,948
5701 Health/Dental Insurance				21,009	21,349
5703 Disability Insurance				59	63
5704 Unemployment Insurance				564	564
5705 Life Insurance				82	82
5801 Vehicle Allowance				600	600
5802 Eyecare Reimbursement				390	390
5803 Clothing Allowance				30	30
5903 Other Taxable Benefits				300	300
TOTAL SALARIES AND BENEFITS				246,430	254,266
SERVICES					
6105 Medical/Physicals				2,500	2,500
6401 Meeting & Prof Development				1,500	1,500
6402 Travel Expense/Reimbursement				2,000	2,000
6403 Training				6,000	6,120
6703 Software Support/Development				4,500	4,500
6710 Special Contractual Services				1,000	1,000
6901 Printing and Binding				100	100
6909 Subscriptions & Memberships				360	360
TOTAL SERVICES				17,960	18,080
SUPPLIES					
7001 Books & Supplies				1,200	1,225
7002 Office Supplies				600	600
7004 Uniform/Safety Clothing				480	480
7102 Small Tools & Equipment				1,200	1,225
7806 Promotional Supplies				20,000	20,000
7810 Special Departmental Supplies				600	610
TOTAL SUPPLIES				24,080	24,140
DIVISION TOTAL				288,470	296,486

Please note: This division was formerly under the City Manager's Office, orgkey 606952.
This change is reflected in Fiscal Year 2024-25 and forward.

Training Division

Program Description:

The Human Resources Department is responsible for coordination and oversight of citywide employee training. Focus is directed toward employee development that will apply throughout all levels of the organization to meet necessary skills and provide a network of mentoring and leadership training.

Program Objective:

- Provide a comprehensive menu of training programs to educate employees and ensure the fluid transition for the future, including:
 - Supervisory Training
 - Employee Training
 - Employee Orientation
 - Leadership Development
- Continue to enhance and utilize technology-based management of training programs and training records
- Development of a succession-style training program to develop talent in-house
- Creating feeder positions and career paths to increase tenure and engagement
- Continue compliance with State and Federal training mandates
- Provide educational programs to encourage individual professional development and growth

DEPARTMENT/DIVISION
TRAINING PROGRAM

FUND
WORKERS' COMPENSATION FUND

ORGKEY
606143

OBJECT	2022-23 ACTUAL (AUDITED)	2023-24 ADJUSTED BUDGET	2023-24 12 MONTH ESTIMATED	2024-25 CITY COUNCIL ADOPTED	2025-26 CITY COUNCIL ADOPTED
SALARIES AND BENEFITS					
5001				249,322	260,724
5203				465	474
5301				5,665	10,075
5401				77,634	77,308
5501				18,873	19,916
5601				7,736	7,699
5701				34,913	35,468
5703				59	63
5704				1,042	1,042
5705				151	151
5801				600	600
5802				720	720
5803				30	30
5903				465	465
TOTAL SALARIES AND BENEFITS				397,675	414,735
SERVICES					
6401				2,880	2,950
6402				4,320	4,400
6403				43,000	43,500
6703				44,678	47,270
6710				6,000	6,120
6901				500	500
TOTAL SERVICES				101,378	104,740
SUPPLIES					
7001				1,000	1,000
7002				500	500
7101				5,000	5,000
7211				1,500	1,500
TOTAL SUPPLIES				8,000	8,000
DIVISION TOTAL				507,053	527,475
FUND TOTAL				3,341,584	3,457,011

*Please note: This division was formerly under the City Manager's Office, orgkey 606953.
This change is reflected in Fiscal Year 2024-25 and forward.*

City Attorney

Mission Statement:

The City Attorney's Office is dedicated to professionally providing the highest quality legal services for all City matters in the most efficient, effective, and economical manner practical to help attain the City Council's goals and the City Departments' program objectives.

Departmental Goals:

- Proactively provide high quality, ethical, and timely legal advice to the City Council, City Manager, City Departments, and appointed boards and commissions, to assist the City Council and City Departments' achieve their goals and objectives.
- Resolve all legal disputes efficiently and cost-effectively, while protecting the City's legal interests.

Sustainability Efforts:

- Inclusion of sustainable measures in public project contracts and procurement documents.
- Continued progress towards "paperless" processes and operations where possible, practical, and effective.
- Purchase and use of recycled paper for copying and printing, and other available recycled products.
- The ongoing effort to scan and store files electronically.

Program Description:

The City Attorney is responsible for providing legal advice and representation to the City Council, City Manager, and City employees, as well as to City Council appointed commissions and boards, as needed. The City Attorney also oversees the prosecution of violations of the City's Municipal Code to ensure compliance with City, state, and federal laws and, regulations, and monitors all City legal matters involving the use of special counsel. The City Attorney also serves as general counsel to the Successor Agency to the former Redevelopment Agency of the City of Redlands.

Program Objectives:

- Provide the highest quality legal services by drafting and/or providing a timely review of all ordinances, resolutions, contracts, and other legal documents in the normal course of City business
- Ensure services are being provided to the City Council and staff as required or permitted by law
- Ensure cost-effective Governmental claim defense and litigation services while assisting, reviewing, and effectively monitoring special counsel services
- Administer and coordinate the City's administrative citation program to ensure compliance with the City's Code and enhance cost recovery for Code Enforcement efforts
- Input, coordinate with all City departments and review the City's compliance with subpoena requests, and requests for documents under the California Public Records Act

Accomplishments for Fiscal Years 2022-23 and 2023-24:

- The City Attorney supported the City Council, City Manager, and all City departments, boards, commissions, and committees in achieving the City Council's goals while limiting risk and costs to the taxpayers.
- Completed 624 public records request for 2022/23, and 671 for 2023/24 to date.
- Closed 8 lawsuits in Fiscal Year 2022-23. Closed 9 lawsuits in Fiscal Year 2023-24.
- Brown Act Trainings of City Commissioners

DEPARTMENT/DIVISION
CITY ATTORNEY

FUND						ORGKEY
GENERAL FUND						101150
OBJECT	2022-23 ACTUAL (AUDITED)	2023-24 ADJUSTED BUDGET	2023-24 12 MONTH ESTIMATED	2024-25 CITY COUNCIL ADOPTED	2025-26 CITY COUNCIL ADOPTED	
SALARIES AND BENEFITS						
5001 Salaries: Full-Time	350,148	401,849	377,889	405,573	414,842	
5203 Bonus	4,583	-	600	488	498	
5204 Accrual Payout	333	-	836	-	-	
5301 Banked Leave Buy Back	1,648	44,429	-	5,071	4,513	
5401 Pension Contributions	100,062	114,385	111,956	125,946	122,655	
5501 FICA/Medicare	27,216	21,611	22,174	23,350	24,214	
5601 Deferred Compensation	8,371	8,000	11,966	14,972	15,220	
5701 Health/Dental Insurance	13,956	39,899	25,533	28,954	29,331	
5702 Workers' Comp Insurance	5,533	5,982	5,982	5,477	5,668	
5703 Disability Insurance	328	-	-	-	-	
5704 Unemployment Insurance	184	955	1,389	955	955	
5705 Life Insurance	66	139	66	139	139	
5801 Vehicle Allowance	3,600	-	9,625	6,600	6,600	
5802 Eyecare Reimbursement	-	495	495	660	660	
5903 Other Taxable Benefits	178	17,483	30	330	330	
TOTAL SALARIES AND BENEFITS	516,205	655,229	568,541	618,515	625,625	
SERVICES						
6102 Legal Services	189,276	157,500	200,000	160,650	163,863	
6304 Telephone	1,367	2,100	1,198	2,142	2,185	
6401 Meeting & Prof Development	660	1,313	1,300	1,339	1,366	
6402 Travel Expense/Reimbursement	67	3,150	4,077	3,213	3,277	
6403 Training	713	1,050	557	1,071	1,092	
6601 Postage	228	194	194	198	202	
6802 Info Tech Service Charges	23,702	25,499	25,499	15,231	13,418	
6901 Printing and Binding	451	2,471	1,630	1,734	1,769	
6909 Subscriptions & Memberships	7,565	10,068	7,800	10,269	10,474	
TOTAL SERVICES	224,030	203,344	242,255	195,847	197,646	
SUPPLIES						
7001 Books & Supplies	3,302	1,365	275	1,392	1,420	
7002 Office Supplies	378	525	748	536	546	
7101 Office Equipment and Furniture	705	105	791	107	109	
TOTAL SUPPLIES	4,384	1,995	1,814	2,035	2,076	
DEPARTMENT TOTAL	744,619	860,568	812,610	816,397	825,347	

Management Services / Finance Department

Mission Statement:

The mission of the Management Services / Finance Department is to provide effective and timely support services involving a wide range of internal administrative functions to City departments and to play an integral role in enhancing each department's ability to better serve the Redlands community. Towards these efforts, the department focuses on effective management of City finances, sound internal controls, and meaningful financial reporting. The department is also responsible for supporting automation and process efficiencies through technology and works proactively to develop, research, and recommend the best technical solutions to facilitate positive interaction with our City departments, residents, businesses, and visitors.

Departmental Description:

The Management Services / Finance Department is comprised of the following divisions:

- Finance Administration
- Purchasing
- Revenue, Office of the Treasurer
- Utility Billing Customer Service
- Innovation & Technology / GIS

The department is focused on providing exceptional customer service to both its internal customers, as well as the community and public at large. The department reports the financial state of the City and ensures the needs of each division are met to better serve the community at all times.

The Management Services Department was created by merging the former departments of Finance and Innovation & Technology to provide added efficiencies, a transition to a new financial information system, and promote responsiveness in the provision of internal services for City departments.

The department is responsible for providing the following major services to the City and its constituents:

- Annual Budget and Financial Reporting
- City's procurement function
- Support of Treasury Management and Investment through the City Treasurer
- Business License Registrations and Annual Renewals
- Processing Accounts Payable, Accounts Receivable, and Payroll Administration
- Utility Billing and Customer Service for Water, Wastewater, and Solid Waste customers
- Management of the City's IT Network Infrastructure and Equipment
- Administration of the City's Geographic Information Systems database and applications

Finance

Program Description:

This division performs the functions of administration, accounting, budgeting, payroll, accounts payable, and accounts receivable. Other responsibilities of the division include administration of all City-related debts/bonds, preparation of regular financial analysis, responsibility for the annual budget process and spending oversight, the performance of periodic internal audits of City operations, as well as coordination of the City's annual audit and preparation of all related reports as required by law.

Program Objectives:

- Prepare an Annual Comprehensive Financial Report (ACFR) that presents an accurate financial picture of the City to the public, financial institutions, and bond rating agencies.
- Plan and coordinate the Mid-Biennium budget process to incorporate all changes to the Biennial Budget.
- Reconcile budgetary items such as carryovers and encumbrances, grant revenue and grant carryovers
- Prepare and submit required reports to State and Federal Agencies.
- Prepare and distribute monthly financial information to all departments by the 20th of each month.
- Prepare and distribute a monthly General Fund Revenue and Expenditure Summary report to the City Council per the City Council's Strategic Plan.
- Issue required financial reports (Single Audit, CalPERS & IRS audits, Annual AB 1600 Report, AB 2766 Report, the State Controller's City Financial Transactions report, and the State Controller's Local Government Compensation report)
- Implement and ensure continued compliance with new/existing Governmental Accounting Standards Board (GASB) pronouncements. There are 101 GASB accounting standards to date.
- Plan and coordinate the annual audits of the City, Successor Agency to the Former Redevelopment Agency, Gas Tax, and Measure I funds, as well as other grant-related audits as required by federal law.

Accomplishments for Fiscal Year 2022-23:

- Completed continuous enhancements to our new enterprise resource planning system, Tyler Munis, alongside technical support from the Division of Innovation & Technology.
- Continued to support the MOU negotiations with the City's various bargaining units
- Supported meetings of the Measure T Oversight Board and produced the Annual Measure T Report for Oversight Board approval for fiscal year 2022.
- Completed the City's Annual Financial Report for the Year Ended June 30, 2023, and submitted the completed document to the GFOA for the Award of Excellence in Financial Reporting, an award that we have received for the last nineteen years.
- Completed all financial reports as required by law, including the AB 1600 Report on Development Impact Fees, the Recognized Obligation Payment Schedules as required for the Successor Agency, the State Controller's City Financial Transactions report, and the State Controller's Local Government Compensation report.
- Worked with all city departments to complete the biennial city inventory audit for vehicles and equipment.

- Researched and started implementation of Governmental Accounting Standards Board Statement Number 87 (GASB 87 – Accounting for Leases) and 96 (GASB 96 -Accounting for subscription-based information technology arrangements)
- Completed the special annual reporting for AQMD 2766 and paramedic assessment.
- Provided grant monitoring for over 70 citywide grants.

Accomplishments for Fiscal Year 2023-24:

- Supported meetings of the Measure T Oversight Board and produced the Annual Measure T Report for Oversight Board approval for fiscal year 2023.
- Monitored and reported on the City’s budget throughout the year and worked with the City Manager, Executive Team, and support staff to develop a two-year budget for the fiscal year 2025 and fiscal year 2026.
- Completed all financial reports as required by law, including the AB 1600 Report on Development Impact Fees, the Recognized Obligation Payment Schedules as required for the Successor Agency, the State Controller’s City Financial Transactions report, and the State Controller’s Local Government Compensation report.
- Provided training to each department on processing budget transfers, reviewing year-to-date-report, and purchase order report.
- Planned and organized the City’s first Capital Improvement Plan (CIP).
- Completed the special annual reporting for AQMD 2766 and paramedic assessment.
- Completed the City’s first Mid-Biennium Budget update as a part of the biennial budget process.

DEPARTMENT/DIVISION
FINANCE

FUND						ORGKEY
GENERAL FUND						101501
OBJECT	2022-23 ACTUAL (AUDITED)	2023-24 ADJUSTED BUDGET	2023-24 12 MONTH ESTIMATED	2024-25 CITY COUNCIL ADOPTED	2025-26 CITY COUNCIL ADOPTED	
SALARIES AND BENEFITS						
5001 Salaries: Full-Time	632,018	770,893	746,886	804,490	843,992	
5101 Overtime Salaries	13,628	10,000	16,000	15,300	15,300	
5202 Holiday Pay	14,818	-	3,265	-	-	
5203 Bonus	31,401	-	1,000	1,162	1,185	
5204 Accrual Payout	11,198	-	10,039	-	-	
5301 Banked Leave Buy Back	11,488	27,725	36,228	30,595	31,471	
5401 Pension Contributions	185,347	224,362	204,137	238,601	244,292	
5501 FICA/Medicare	52,148	55,701	56,108	60,304	63,299	
5601 Deferred Compensation	5,627	7,506	10,325	13,343	13,505	
5701 Health/Dental Insurance	90,171	167,053	110,180	148,528	150,975	
5702 Workers' Comp Insurance	30,430	32,901	32,901	32,712	33,851	
5703 Disability Insurance	2,002	2,465	2,008	2,542	2,661	
5704 Unemployment Insurance	897	4,049	5,710	4,145	4,145	
5705 Life Insurance	542	588	523	602	602	
5801 Vehicle Allowance	-	-	2,188	1,500	1,500	
5802 Eyecare Reimbursement	1,190	2,099	2,099	2,865	2,863	
5803 Clothing Allowance	900	1,200	1,200	1,200	1,200	
5903 Other Taxable Benefits	1,840	26,315	2,794	2,933	2,933	
5904 Tuition Reimbursement	-	-	2,000	-	-	
TOTAL SALARIES AND BENEFITS	1,085,644	1,332,857	1,245,591	1,360,822	1,413,774	
SERVICES						
6004 Bank/Collection Agent Fees	57,884	33,100	60,000	60,000	60,500	
6005 License & Permits	25	-	300	300	300	
6007 Penalties and Interest	4,941	1,000	1,500	1,500	1,500	
6102 Legal Services	-	1,000	1,000	1,000	1,000	
6104 Auditing and Accounting	4,166	128,823	72,848	69,894	71,931	
6106 Other Professional Services	256,225	474,041	488,946	235,250	284,300	
6304 Telephone	319	900	900	1,000	1,000	
6401 Meeting & Prof Development	594	10,098	10,098	16,250	16,250	
6402 Travel Expense/Reimbursement	199	550	550	2,500	3,000	
6403 Training	2,811	4,100	4,100	5,000	5,000	
6601 Postage	6,380	8,850	8,850	10,000	10,000	
6703 Software Support/Development	20	22,800	2,800	3,000	3,500	
6710 Special Contractual Services	-	2,750	2,750	2,800	2,900	
6802 Info Tech Service Charges	130,364	170,242	140,242	106,618	93,926	
6901 Printing and Binding	4,870	4,989	4,989	6,000	7,000	
6902 Advertising	486	1,650	1,650	1,650	1,650	
6906 Office Equip & Furn Rent	5,299	4,100	4,100	5,500	5,500	
6909 Subscriptions & Memberships	1,050	2,930	2,930	4,100	4,100	
6910 Labor	2,855	-	-	-	-	
TOTAL SERVICES	478,487	871,923	808,553	532,362	573,357	

DEPARTMENT/DIVISION
FINANCE

FUND						ORGKEY
GENERAL FUND						101501
OBJECT	2022-23 ACTUAL (AUDITED)	2023-24 ADJUSTED BUDGET	2023-24 12 MONTH ESTIMATED	2024-25 CITY COUNCIL ADOPTED	2025-26 CITY COUNCIL ADOPTED	
SUPPLIES						
7002 Office Supplies	18,969	23,746	23,746	24,000	26,000	
7003 Awards/Recognition Prgm	-	700	700	700	700	
7004 Uniform/Safety Clothing	-	110	110	110	110	
7101 Office Equipment & Furniture	-	-	10,000	-	-	
7201 Hardware Maint/Replace	42	-	-	-	-	
7203 Office Equipment Maintenance	-	-	816	1,000	1,000	
7211 Computer Components	770	-	5,000	1,000	1,000	
7807 Food	165	-	150	300	300	
7810 Special Departmental Supplies	-	1,650	1,650	1,700	1,800	
7901 Non-Capital Expenditures	93,913	-	30,000	-	-	
TOTAL SUPPLIES	113,860	26,206	72,172	28,810	30,910	
FIXED ASSETS						
8999 Capital Expenditure Offset	(13,456)	-	-	-	-	
TOTAL FIXED ASSETS	(13,456)	-	-	-	-	
DIVISION TOTAL	1,664,535	2,230,986	2,126,316	1,921,994	2,018,041	

Revenue

Program Description:

The Revenue Division has the responsibility for and authorization to collect all city monies and deposit all cash receipts in authorized banks; to maintain and balance records of receipts and disbursements; to responsibly invest city funds through secure, approved methods; to submit quarterly investment reports in compliance with the approved investment policy; and to keep and monitor deposit accounts and records for collateral pledged by banks as security for public funds. The elected City Treasurer oversees the investment responsibilities of this division.

The Division issues business licenses, dog licenses, transient occupancy tax forms, yard sale permits, and preferential parking permits to the public. Staff provide information service at the front counter, the collection of payments for city utility bills, invoices, fees and permits for all city departments and investment revenue for city funds.

Program Objectives:

- Increase departmental efficiency through training, technology, and continual updates of office procedures
- Maintain an investment portfolio and provide reports that are in compliance with Federal and State laws and the City's investment policy
- Maintain an investment portfolio with liquidity to meet the City's budgeted expenditure needs for at least six months
- Update internal procedures as required by changes to the Redlands Municipal Code as it impacts permitted activities or other tax and fee requirements
- Maintain proper internal controls over the City's cash and investments
- Implement the City's Preferential Parking Zone program
- Oversee the Business License program, in coordination with HdL Business License division
- Manage the City's Dog Licensing program, in coordination with the Police Department's Animal Services division
- Coordinate the payment for permits with various City departments to ensure all requirements are met before accepting payment
- Manage all incoming and outgoing ACH, wire or other online banking transactions
- Provide administrative support for the City Treasurer
- Develop accessible and convenient payment options to City of Redlands residents and customer for all services

Accomplishments for Fiscal Year 2022-23:

- Successfully transitioned City banking institute from Union Bank to US Bank
- Continued to coordinate with the City's banking providers to ensure account security and best practices were implemented
- Enhanced procedures for monitoring and projecting cash flow and revenue analysis
- In coordination with other City departments, escheated reporting for unclaimed funds.
- Continued implementation of the business license program through HdL Business License staff
- Improved business license applications and renewal processes for customers
- Initiated additional communications to business license customers with Selectron

- Implemented Measure J's increase to business license tax for warehouse/distribution centers through HdL Companies
- Preparation of the City Treasurer's Quarterly Investment Reports
- Updated City investment policies and procedures in coordination with City Treasurer
- In coordination with other City departments, delinquent administrative citations and municipal services accounts were enrolled on the County's special assessment tax rolls as liens
- Enhanced City Cash Handling Policy for security and best practices

Accomplishments for Fiscal Year 2023-24:

- Reviewed City Cash Handling Policy and coordinated with other City departments to develop training procedures
- Developed guide for business license applications to outline process needed to obtain business license
- In coordination with HdL Companies and other City departments, developed a process to support a new Sidewalk Vendor Ordinance.
- Enhanced procedures for monitoring and projecting cash flow and revenue analysis
- Preparation of the City Treasurer's Quarterly Investment Reports
- Established new investment accounts as directed by the City Treasurer and in accordance with the City's Investment Policy
- Updated City investment policies and procedures in coordination with City Treasurer
- In coordination with other City departments, delinquent administrative citations and municipal services accounts were enrolled on the County's special assessment tax rolls as liens
- Implemented a payment kiosk for Utility Customer payments that is accessible 24/7

DEPARTMENT/DIVISION REVENUE					
FUND					ORGKEY
GENERAL FUND					101502
OBJECT	2022-23 ACTUAL (AUDITED)	2023-24 ADJUSTED BUDGET	2023-24 12 MONTH ESTIMATED	2024-25 CITY COUNCIL ADOPTED	2025-26 CITY COUNCIL ADOPTED
SALARIES AND BENEFITS					
5001 Salaries: Full-Time	291,046	389,644	383,818	396,275	422,147
5006 Elected Official Compensation	16,104	16,800	17,825	16,800	16,800
5101 Overtime Salaries	1,008	1,750	1,400	1,750	1,750
5202 Holiday Pay	6,971	-	3,220	-	-
5203 Bonus	16,227	-	200	232	237
5204 Accrual Payout	2,962	-	2,203	-	-
5301 Banked Leave Buy Back	3,632	10,004	4,468	14,130	14,800
5401 Pension Contributions	84,602	114,545	119,302	118,432	121,465
5501 FICA/Medicare	25,514	29,610	31,968	31,551	33,000
5601 Deferred Compensation	2,582	3,749	4,925	6,521	6,591
5701 Health/Dental Insurance	28,394	88,066	46,401	67,249	68,285
5702 Workers' Comp Insurance	13,118	14,183	14,183	18,717	19,368
5703 Disability Insurance	1,255	1,861	1,741	1,511	1,578
5704 Unemployment Insurance	486	2,647	4,416	2,435	2,435
5705 Life Insurance	259	321	324	290	290
5801 Vehicle Allowance	-	-	438	300	300
5802 Eyecare Reimbursement	420	1,148	1,148	1,383	1,383
5803 Clothing Allowance	450	750	750	600	600
5903 Other Taxable Benefits	1,321	10,189	2,054	992	992
TOTAL SALARIES AND BENEFITS	496,350	685,267	640,784	679,168	712,021
SERVICES					
6007 Penalties	-	-	12	-	-
6106 Other Professional Services	302,474	308,908	303,909	353,076	352,148
6304 Telephone	1,349	2,000	2,000	2,000	2,000
6401 Meeting & Prof Development	1,453	500	500	550	600
6402 Travel Expense/Reimbursement	355	300	3,000	4,000	4,200
6403 Training	960	4,200	4,200	4,500	4,500
6501 Settlements/Judgments	75	-	-	-	-
6601 Postage	2,727	6,500	2,600	6,500	6,500
6703 Software Support/Development	2,936	10,400	800	800	6,900
6710 Special Contractual Services	8,005	7,424	8,900	9,078	9,260
6802 Info Tech Service Charges	47,405	60,997	50,997	30,462	26,836
6803 City Garage Charges	-	500	500	500	500
6901 Printing and Binding	766	750	2,933	3,000	3,200
6902 Advertising	-	350	350	350	350
6906 Office Equip & Furn Rent	2,637	3,300	3,300	3,500	3,600
6909 Subscriptions & Memberships	220	500	530	580	610
6911 Bad Debt Expense	-	500	500	500	500
TOTAL SERVICES	371,362	407,130	385,019	419,396	421,704
SUPPLIES					
7002 Office Supplies	4,906	8,750	8,750	8,925	9,104
7101 Office Equipment & Furniture	6,069	4,500	2,700	4,500	5,000
7201 Hardware Maint/Replace	2,077	-	-	-	-
7211 Computer Components	-	2,000	2,000	3,000	3,500
7810 Special Departmental Supplies	65	1,500	1,500	2,000	2,200
7901 Non-Capital Expenditures	7,440	5,500	5,500	5,500	5,500
TOTAL SUPPLIES	20,557	22,250	20,450	23,925	25,304
DIVISION TOTAL	888,269	1,114,647	1,046,253	1,122,489	1,159,028

Purchasing

Program Description:

The Purchasing division is responsible for performing the City's procurement function per Chapter 2.16 of the City's Municipal Code and all other applicable procedures and policies as established by the City. This division is also responsible for procurement and inventory of materials and supplies in support of all City departments and handles items declared as surplus for redistribution or disposal per the City ordinance.

Program Objectives:

- Continue to process purchase requisitions for supplies and services as quickly and efficiently as possible following purchasing procedures
- Compile, review, and award bids for materials, equipment, services, and supplies
- Utilize an eProcurement system for bids and vendor management which meets the goal of eliminating waste and increasing efficiencies, productivity, and cost savings
- Review and update the City's purchasing policies and procedures as needed and provide citywide training
- Provide prompt service in fulfilling departmental requests for materials and supplies
- Provide reports regarding departments' usage and expense as requested
- Execute and monitor the warehouse program – "Fastenal Automated Supply Technology" (FAST) – Industrial Vending
- Process items declared as surplus for redistribution or disposal per City procedures
- Main objective: Increase citywide efficiencies through software utilization such as PlanetBids (eProcurement) and Tyler Munis (ERP system), and assure procurement compliance, accountability, and cost savings

Accomplishments for Fiscal Year 2023-24:

- Continuation of the City's Automated Inventory System
- Establishment and further development of an eProcurement system
- Continuous development and implementation of the new ERP system
- Recipient of the 2023 Achievement of Excellence in Procurement (AEP) Award. The AEP is awarded by the National Purchasing Institute (NPI). The program measures innovation, professionalism, eProcurement, productivity, and leadership attributes of the procurement function based on standardized criteria.
- Provide multiple citywide and departmental specific Purchasing training
- Managed all Surplus disposal and sale from all City Departments
- Processed all Purchase Requisition requests and ensure compliance with risk and revenue requirements

DEPARTMENT/DIVISION
PURCHASING

FUND
GENERAL FUND

ORGKEY
101503

OBJECT	2022-23 ACTUAL (AUDITED)	2023-24 ADJUSTED BUDGET	2023-24 12 MONTH ESTIMATED	2024-25 CITY COUNCIL ADOPTED	2025-26 CITY COUNCIL ADOPTED
SALARIES AND BENEFITS					
5001 Salaries: Full-Time				193,064	199,101
5301 Banked Leave Buy Back				4,373	4,460
5401 Pension Contributions				56,725	56,657
5501 FICA/Medicare				14,676	14,969
5601 Deferred Compensation				10,677	10,465
5701 Health/Dental Insurance				46,005	46,802
5702 Workers' Comp Insurance				5,477	5,668
5703 Disability Insurance				589	601
5704 Unemployment Insurance				868	868
5705 Life Insurance				126	126
5802 Eyecare Reimbursement				600	600
5803 Clothing Allowance				300	300
5903 Other Taxable Benefits				150	150
TOTAL SALARIES AND BENEFITS				333,630	340,767
SERVICES					
6106 Other Professional Services				5,000	5,000
6304 Telephone				662	662
6401 Meeting & Prof Development				882	882
6402 Travel Expense/Reimbursement				2,205	2,400
6403 Training				662	662
6601 Postage				450	450
6703 Software Support/Development				330	330
6710 Special Contractual Services				330	330
6802 Info Tech Service Charges				15,231	13,418
6901 Printing and Binding				4,300	4,300
6906 Office Equip & Furn Rent				2,693	2,693
6909 Subscriptions & Memberships				992	992
TOTAL SERVICES				33,737	32,119
SUPPLIES					
7002 Office Supplies				1,929	2,000
7003 Awards/Recognition Prgm				880	880
7004 Uniform/Safety Clothing				165	165
7101 Office Equipment & Furniture				5,292	5,292
7102 Small Tools & Equipment				220	220
7203 Office Equipment Maintenance				330	330
7208 Repair/Maintenance Supplies				115	115
7209 Janitorial Supplies				115	115
7211 Computer Components				2,257	2,257
7802 Purchased Water				135	135
7806 Promotional Supplies				115	115
7807 Food				220	220
7810 Special Departmental Supplies				2,600	2,600
7901 Non-Capital Expenditures				992	992
TOTAL SUPPLIES				15,365	15,436
DIVISION TOTAL				382,732	388,322
DEPARTMENT TOTAL	2,552,804	3,345,633	3,172,569	3,427,215	3,565,391

Please note: This division was formerly under the City Manager's Office, orgkey 101123. This change is reflected in Fiscal Year 2024-25 and forward.

Division of Innovation & Technology

Mission Statement:

The mission of the Division of Innovation and Technology is to properly align IT services in support of activities that drive service delivery to residents, visitors, businesses, and the community. Top priorities include automation of manual processes, online customer self-service, open data, and integration of City records (databases) across software applications.

Division Goals for Fiscal Years 2025 and 2026:

- Continue to work on Software Lifecycle Projects:
 - Cityworks Permitting and Land Management System Update
 - enQuesta Utility Billing and Customer Account Management System
 - Route Management and Roll-Off Scheduling System
- Initiate a cashiering solution for online payments
- Continue work on long-range plans to build out the network infrastructure for 300 East State Street and the new Police Department headquarters at 1625 West Redlands Boulevard.
- Refresh the City's voice over IP telephony equipment and application
- Conduct a security audit and penetration testing
- Conduct a comprehensive review, upgrade and replacement of the Police Department's camera system and consolidate other department camera systems into one solution that is compatible with building access control
- Refresh the Police Department's server infrastructure at the Annex building
- Continue workstation and laptop replacement cycles
- Complete a comprehensive edge switch upgrade to replace older network equipment
- Replace the core switch equipment at the City's emergency operations center
- Implement a Security Information and Event Management solution to help manage security alerts and monitor security-related data in real time

Accomplishments for Fiscal Years 2023 and 2024:

Information Technology

- Initiated the City's Information Technology Strategic Plan for 2023 through 2028
- Completed the migration of most Police Department email accounts from Microsoft Exchange server to Microsoft Office 365
- Facilitated the integration of Project Dox (an electronic plan review software) with Cityworks (the City's permit and land management software)
- Facilitated the upgrade and replacement of the Police Department's digital evidence management software
- Upgraded the CAD/RMS Spillman server for storage and efficiency
- Facilitated the implementation of Cellebrite in the ICAC office
- Imaged and provisioned 40 Getac ruggedized mobile data computers for Police staff
- Replaced 90 workstations designated for upgrade as a part of the hardware refresh cycle
- Facilitated the replacement of the legacy voice recording system in Police Dispatch
- Upgraded Chameleon Shelter Case Management software for Animal Services and migrated it from the Police network to the City's network
- Performed core switch operating system update at City Hall
- Procured three 20-core server hosts to replace current hosts in the City's virtual server environment
- Procured a 22-terabyte data storage array to enable high-speed, off-site cloud backups
- Implemented a new 10 Gbps, fully redundant network switch stack for the City's server environment
- Installed a new high-availability next generation firewall solution for improved security and network reliability
- Implemented a new VPN solution with multi-factor authentication for City staff

- Executed a new cloud email archiving solution
- Enrolled the City in a routine cyber hygiene program, scanning all Internet facing services to keep the IT staff updated on any new external vulnerabilities
- Rolled out KnowBe4, a security awareness tool to help train staff on external email threats
- Installed a new all flash storage area network (SAN) to improve server and application speeds as well as expand server backup capabilities
- Upgraded the City's fuel dispensing system including new payment processing from an analog-based phone line to a networked (IP) solution
- Enforced all staff to utilize a MFA solution for any Office applications outside of the City's network, adding an extra layer of protection to the City's IT resources
- Added the State Street City Hall building network connectivity to the City's network, followed by moving City Manager's Office staff over to the building
- Implemented an end-to-end encryption solution for all Police Department mobile data computers
- Upgraded the Tyler ERP user identification solution from LDAP to Microsoft's Entra ID, adding additional protection within the ERP system

Geographic Information Systems

- Negotiated a new Enterprise License Agreement with Esri for 3 years
- Assisted the Fire Department with a drive time analysis for service areas in several proposed fire station locations
- Created new & improved dashboards for Police Detective case management, crime analysis, and reporting (both public and internal uses)
- Worked with DSD to create a City business license information layer and app for internal and public uses
- Worked with staff at Hillside Memorial Park to develop a map that identifies grave sites of Veterans
- Updating and maintaining 100+ public apps, including apps for Street Sweeping, Parks, Trees, and other public amenities
- New & improved Illegal Fireworks Reporting App launch – including public & internal web maps, dashboards and the survey123 reporter
- Updated & configured GIS field collection web map to FieldMaps
- Launched the City's new GeoHub on November 15, 2023 (Global GIS Day). The Hub is a cloud-based engagement platform that enables organizations to communicate more effectively with their communities. Find it here: <https://datahub-coredlands.hub.arcgis.com/>
- Working on large, complex migrations and updates for GIS technology:
 - Migrating existing applications to a new platform (Experience Builder)
 - Migrating the Water GIS Network to a new platform (Utility Network)
 - Transitioning users from ArcMap to ArcGIS Pro
- OneStop Training: for the migration from ArcMap, we trained approximately 30 staff members on the use of ArcGIS Pro.
- Migration of OneStop: We were able to launch the first phase of the OneStop v24. This data viewer uses ArcGIS Pro.
- Created the Sewer Map Book to present location data of assets in the field for use by staff
- Created a Homeless Services App to extend the work done by the Redlands Charitable Resources Coalition to the online app environment

DEPARTMENT/DIVISION
DEPARTMENT OF INNOVATION AND TECHNOLOGY

FUND
INFORMATION TECHNOLOGY SERVICES FUND

ORGKEY
604900

OBJECT	2022-23 ACTUAL (AUDITED)	2023-24 ADJUSTED BUDGET	2023-24 12 MONTH ESTIMATED	2024-25 CITY COUNCIL ADOPTED	2025-26 CITY COUNCIL ADOPTED
SALARIES AND BENEFITS					
5001 Salaries: Full-Time	888,855	1,584,188	1,186,850	1,660,947	1,764,866
5002 Salaries: Part-Time	42,439	88,935	-	16,000	16,000
5101 Overtime Salaries	655	1,000	2,500	3,000	3,000
5202 Holiday Pay	10,690	-	14,025	-	-
5203 Bonus	40,638	-	2,160	2,555	2,607
5204 Accrual Payout	21,322	-	46,850	-	-
5301 Banked Leave Buy Back	9,568	44,631	16,299	35,236	39,718
5401 Pension Contributions	587,571	446,942	305,594	501,580	521,849
5501 FICA/Medicare	72,610	116,740	83,225	126,821	135,655
5601 Deferred Compensation	8,495	14,603	14,405	19,930	20,270
5701 Health/Dental Insurance	101,262	326,719	135,309	288,391	293,169
5702 Workers' Comp Insurance	41,725	45,113	45,113	49,286	51,000
5703 Disability Insurance	2,315	4,363	4,775	11,216	11,997
5704 Unemployment Insurance	1,107	8,589	10,466	8,159	8,159
5705 Life Insurance	637	995	734	1,121	1,121
5801 Vehicle Allowance	-	-	4,725	3,300	3,300
5802 Eyecare Reimbursement	872	3,553	3,553	5,340	5,340
5803 Clothing Allowance	1,200	1,650	1,800	3,900	3,900
5901 Compensated Absences Expense	3,790	-	-	-	-
5903 Other Taxable Benefits	584	41,437	669	720	720
5904 Tuition Reimbursement	-	-	1,050	-	-
TOTAL SALARIES AND BENEFITS	1,836,338	2,729,458	1,880,102	2,737,502	2,882,671
SERVICES					
6005 License & Permit	-	-	500	-	-
6007 Penalties and Interest	6	-	10	-	-
6106 Other Professional Services	96,996	762,254	394,364	433,000	333,000
6304 Telephone	300,408	330,750	312,094	318,336	324,703
6401 Meeting & Prof Development	3,020	6,000	3,000	6,000	6,000
6402 Travel Expense/Reimbursement	2,996	4,000	6,000	-	-
6403 Training	3,240	9,000	4,000	9,000	9,000
6505 Retiree Health Insurance	172,219	90,000	90,000	90,000	90,000
6601 Postage	206	150	50	100	100
6703 Software Support/Development	906,020	1,535,831	1,465,836	1,619,955	1,690,353
6710 Special Contractual Services	79,661	404,444	367,685	132,300	307,300
6803 City Garage Charges	2,218	2,366	4,074	4,961	5,168
6804 General Govt Service Charge	268,369	281,788	281,788	319,768	330,960
6901 Printing and Binding	-	150	-	-	-
6906 Office Equip & Furn Rent	1,810	6,500	2,000	15,000	16,000
6907 Comms Service & Rental	12,820	6,800	12,976	19,776	19,776
6909 Subscriptions & Memberships	365	3,500	1,500	3,500	3,500
6914 Depreciation Expense	282,201	-	-	-	-
6917 SBITA Amortization	228,860	-	-	-	-
TOTAL SERVICES	2,361,415	3,443,533	2,945,877	2,971,696	3,135,861

DEPARTMENT/DIVISION
DEPARTMENT OF INNOVATION AND TECHNOLOGY

FUND							ORGKEY
INFORMATION TECHNOLOGY SERVICES FUND							604900
OBJECT	2022-23 ACTUAL (AUDITED)	2023-24 ADJUSTED BUDGET	2023-24 12 MONTH ESTIMATED	2024-25 CITY COUNCIL ADOPTED	2025-26 CITY COUNCIL ADOPTED		
SUPPLIES							
7002	Office Supplies	4,312	5,000	2,500	3,500	4,500	
7101	Office Equipment & Furniture	2,820	150	10,000	46,527	3,000	
7201	Hardware Maint/Replace	97,787	605,000	387,925	30,000	30,000	
7202	PC Repair/Replacement	128,975	205,000	205,000	97,500	77,500	
7211	Computer Components	-	7,500	-	-	-	
7807	Food	87	-	2,500	2,500	2,500	
7810	Special Departmental Supplies	-	750	300	400	500	
	TOTAL SUPPLIES	233,981	823,400	608,225	180,427	118,000	
FIXED ASSETS							
8703	Computer Equipment	59,089	2,390,911	598,658	1,595,000	900,000	
8706	All Other Equipment	7,994	-	-	-	-	
8801	Capital Lease	-	22,792	32,818	7,416	7,416	
8999	Capital Expenditure Offset	(113,466)	-	-	-	-	
	TOTAL FIXED ASSETS	(46,384)	2,413,703	631,476	1,602,416	907,416	
DEBT SERVICE							
9103	Interest-SBITA	10,189	-	-	-	-	
	TOTAL DEBT SERVICE	10,189	-	-	-	-	
FUND TOTAL		4,395,539	9,410,095	6,065,680	7,492,041	7,043,947	

Customer Service

Program Description:

The Customer Service Division is responsible for providing quality customer service to all City residents and customers, whether by phone or over-the-counter.

In addition to providing quality customer service, the division is responsible for billing over 22,000 utility customers for water, wastewater, solid waste, household hazardous waste and street cleaning services totaling 79,629 services billed every two months. Utility bills are produced and mailed on a bi-monthly basis to keep operational costs to a minimum.

The Customer Service Division is responsible for assisting more than 29,800 customers at the counter and 42,720 customers over the phone on an annual basis. The nature of these contacts consist of receiving payments for all City services and revenues, providing information to residents regarding assistance programs, dog license renewals, processing requests for connection/disconnection of utility service, unusual water usage, water quality inquiries, billing inquiries, water distribution, roll-off services, information on solid waste services, missed solid waste collection services, general water drought/conservation inquires and water rebates which resulted in 62,505 work orders processed for 2023.

The Customer Service Division budget is presented in a single program within a separate Internal Service Fund, which is supported by the operating funds of Water, Wastewater, and Solid Waste.

Program Objectives:

- Provide quality customer service to all Redlands residents and customers, while assisting them with their water, wastewater, and solid waste needs or other City of Redlands payment needs.
- Provide Redlands residents and utility customers with clear, consistent, accurate and equitable billing for their municipal utility services.
- Continually look for ways to streamline functions and improve efficiencies to keep operating costs to a minimum.
- Increase customer awareness of various payment methods available, including: 1) the payment kiosk newly implemented in 2023 accepting all payment types of cash, check, debit/credit cards, 2) 1-2-3 Done! Program, an automated payment drafting program that offers two payment options from which to choose: Advance monthly pay or Bi-monthly pay; 3) Invoice Cloud, an on-line, pay by text or VRU payment program providing flexibility to pay via credit card, debit card, PayPal, Venmo, Google Pay or Apple Pay or from a designated bank account; 3) GovNetPay, a counter based program that not only offers the same payment flexibility as Invoice Cloud, but also offers a higher payment limit, meeting the needs of customers with balances greater than \$500.
- Increase customer awareness of Redconnect, a program which provides customers with 24/7 secure online access to their City of Redlands municipal services account information. With Redconnect, customers have access to review their service history, billing history, water usage history, view current bill and/or print a copy, enroll in the automatic payment programs, or elect to "GO GREEN" and eliminate paper waste by enrolling in e-Bill service to receive notification that their municipal services bill is ready for viewing via email.
- Educate customers on mandatory water conservation requirements by directing customers to the City website for detailed information, and/or referring customers to the Water Conservation Coordinator for water audits and available water conservation rebates.

- Educate customers on solid waste and recycling requirements by directing customers to the City website for detailed information, and/or referring customers to the solid waste department or Recycling Coordinator

Accomplishments for Fiscal Year 2022-2023:

- Expanded payment options for utility bill customers through Invoice Cloud to accept various card types
- Managed California Water and Wastewater Arrearage Grant Funding and successfully applied credits to eligible customer utility accounts and software modifications required to support the new program
- Implemented the COVID-19 payment plans for City utility customers and software modifications required to support the new program
- In coordination with other City departments, resume utility account collections processes, late charge, penalties and water disconnects in compliance as the water shutoff moratorium provisions within Executive Order N-42-20 were lifted
- Managed a special collections process for delinquent utility customers for balances acquired during the COVID-19 moratorium
- Managed and coordinated the acceptance of Low-Income Household Water Assistance Program payments for eligible City utility customers and software modifications required to support the new program
- Implemented the City approved Utility Billing Assistance Program and software modifications required to support the new program
- Initiated paperless billing campaign with Invoice Cloud for City utility customers
- Implemented new utility bill collections process with Selectron to streamline and improve customer communications

Accomplishments for Fiscal Year 2023-24:

- Implemented procedures to notify customers of green-waste contaminants
- In coordination with other City departments, implemented process for organic waste management requirements and software modifications required to support the new program
- Implemented required software updates for automated carts for solid waste route changes
- Updated special hauling process and implement software improvements with new work orders
- Increased customer awareness of all payment options with bill inserts, social media postings and bill messages
- Supported and monitored the billing setup of the City-wide meter exchange program for installing AMR/AMI Meters
- Successfully integrated and processed AMI meter readings for utility bills and software modifications required to support the integration

DEPARTMENT/DIVISION
CUSTOMER SERVICE

FUND						ORGKEY
UTILITY BILLING FUND						608900
OBJECT	2022-23 ACTUAL (AUDITED)	2023-24 ADJUSTED BUDGET	2023-24 12 MONTH ESTIMATED	2024-25 CITY COUNCIL ADOPTED	2025-26 CITY COUNCIL ADOPTED	
SALARIES AND BENEFITS						
5001 Salaries: Full-Time	730,250	954,977	824,448	1,106,656	1,169,128	
5101 Overtime Salaries	5,514	16,000	2,200	6,000	6,500	
5202 Holiday Pay	14,942	-	28,156	-	-	
5203 Bonus	45,231	-	600	697	711	
5204 Accrual Payout	11,946	-	5,017	-	-	
5301 Banked Leave Buy Back	11,301	22,457	22,324	25,293	30,387	
5401 Pension Contributions	434,236	265,951	229,317	318,730	326,348	
5501 FICA/Medicare	61,576	66,698	60,565	80,782	84,929	
5601 Deferred Compensation	3,465	3,341	6,179	7,443	7,531	
5701 Health/Dental Insurance	92,591	270,666	139,944	257,116	261,246	
5702 Workers' Comp Insurance	33,196	35,892	35,892	45,879	47,476	
5703 Disability Insurance	5,072	7,076	5,013	8,584	9,033	
5704 Unemployment Insurance	1,140	6,119	12,334	7,209	7,209	
5705 Life Insurance	789	888	756	1,046	1,046	
5801 Vehicle Allowance	-	-	1,313	900	900	
5802 Eyecare Reimbursement	2,023	3,173	3,173	4,983	4,983	
5803 Clothing Allowance	2,850	3,600	3,600	4,200	4,200	
5804 Uniform Rental	3	-	-	-	-	
5901 Compensated Absences Expense	3,110	-	-	-	-	
5903 Other Taxable Benefits	2,123	27,504	3,434	6,392	6,392	
5904 Tuition Reimbursement	-	-	2,767	-	-	
TOTAL SALARIES AND BENEFITS	1,461,359	1,684,342	1,387,032	1,881,910	1,968,019	
SERVICES						
6004 Bank/Collection Agent Fees	33,716	34,377	48,000	55,000	60,000	
6007 Penalties	-	-	3	-	-	
6106 Other Professional Services	111	5,000	12,640	-	-	
6304 Telephone	0	600	844	600	600	
6401 Meeting & Prof Development	2,183	5,500	5,500	6,000	6,500	
6402 Travel Expense/Reimbursement	841	3,000	3,000	3,150	3,300	
6403 Training	380	7,500	7,500	7,850	8,000	
6505 Retiree Health Insurance	160,738	80,000	80,000	85,000	90,000	
6601 Postage	77,909	99,858	96,000	97,920	99,878	
6703 Software Support/Development	-	27,313	15,826	34,500	4,550	
6710 Special Contractual Services	12,082	11,948	11,948	12,000	12,400	
6802 Info Tech Service Charges	142,218	227,991	152,992	114,234	100,635	
6804 General Govt Service Charge	111,642	117,224	117,224	242,556	251,045	
6901 Printing and Binding	26,747	31,000	31,000	32,550	34,178	
6903 Labor	-	-	3,600	-	-	
6906 Office Equip & Furn Rent	2,680	3,500	2,748	3,500	3,605	
6908 Other Rentals	1,650	-	1,650	1,700	1,700	
6909 Subscriptions & Memberships	-	750	750	750	750	
6911 Bad Debt Expense	1,398	-	-	-	-	
TOTAL SERVICES	574,295	655,561	591,225	697,310	677,141	

DEPARTMENT/DIVISION
CUSTOMER SERVICE

FUND
 UTILITY BILLING FUND

ORGKEY
 608900

OBJECT	2022-23 ACTUAL (AUDITED)	2023-24 ADJUSTED BUDGET	2023-24 12 MONTH ESTIMATED	2024-25 CITY COUNCIL ADOPTED	2025-26 CITY COUNCIL ADOPTED
SUPPLIES					
7002 Office Supplies	5,970	7,000	7,000	7,200	7,350
7101 Office Equipment & Furniture	3,659	2,000	5,000	2,000	2,000
7211 Computer Components	-	1,200	2,366	1,200	6,800
7807 Food	183	350	400	400	450
7810 Special Departmental Supplies	370	1,750	1,750	1,750	1,900
7901 Non-Capital Expenditures	29,384	-	8,655	-	-
TOTAL SUPPLIES	39,567	12,300	25,171	12,550	18,500
FIXED ASSETS					
8301 Construction In Progress	26,081	-	-	-	-
8501 Other Betterments/Improv	-	80,000	80,000	-	-
8706 All Other Equipment	-	35,358	36,358	-	-
8999 Capital Expenditure Offset	(26,081)	-	-	-	-
TOTAL FIXED ASSETS	-	115,358	116,358	-	-
FUND TOTAL	2,075,221	2,467,561	2,119,786	2,591,770	2,663,660

DEPARTMENT/DIVISION
AIR QUALITY IMPROVEMENT

FUND							ORGKEY
AIR QUALITY IMPROVEMENT FUND							221400
OBJECT	2022-23 ACTUAL (AUDITED)	2023-24 ADJUSTED BUDGET	2023-24 12 MONTH ESTIMATED	2024-25 CITY COUNCIL ADOPTED	2025-26 CITY COUNCIL ADOPTED		
SALARIES AND BENEFITS							
5001	Salaries: Full-Time	527	320	538	592	651	
5401	Pension Contributions	157	93	158	173	191	
5501	FICA/Medicare	40	24	41	45	50	
5601	Deferred Compensation	-	3	-	-	-	
5701	Health/Dental Insurance	63	18	61	68	74	
	TOTAL SALARIES AND BENEFITS	788	460	799	878	966	
SERVICES							
6106	Other Professional Services	-	121,642	121,642	-	-	
7901	Non-Capital Expenditures	5,700	-	-	-	-	
	TOTAL SERVICES	5,700	121,642	121,642	-	-	
FIXED ASSETS							
8501	Other Betterments/Improv	293,015	-	-	146,700	160,000	
8706	All Other Equipment	-	50,000	50,000	-	-	
	TOTAL FIXED ASSETS	293,015	50,000	50,000	146,700	160,000	
	FUND TOTAL	299,503	172,102	172,441	147,578	160,966	

DEPARTMENT/DIVISION
OPEN SPACE

FUND						ORGKEY
OPEN SPACE FUND						227501
OBJECT	2022-23 ACTUAL (AUDITED)	2023-24 ADJUSTED BUDGET	2023-24 12 MONTH ESTIMATED	2024-25 CITY COUNCIL ADOPTED	2025-26 CITY COUNCIL ADOPTED	
SERVICES						
6804	General Govt Service Charge	1,782	1,089	1,089	1,600	1,600
	TOTAL SERVICES	<u>1,782</u>	<u>1,089</u>	<u>1,089</u>	<u>1,600</u>	<u>1,600</u>
FUND TOTAL		1,782	1,089	1,089	1,600	1,600

DEPARTMENT/DIVISION
PARKING AUTHORITY

FUND						ORGKEY
PARKING AUTHORITY FUND						237502
OBJECT		2022-23 ACTUAL (AUDITED)	2023-24 ADJUSTED BUDGET	2023-24 12 MONTH ESTIMATED	2024-25 CITY COUNCIL ADOPTED	2025-26 CITY COUNCIL ADOPTED
SERVICES						
6307	Electricity & Gas	19,093	19,845	19,845	19,900	20,000
6804	General Govt Service Charge	4,242	4,454	4,454	3,596	3,722
	TOTAL SERVICES	23,335	24,299	24,299	23,496	23,722
	FUND TOTAL	23,335	24,299	24,299	23,496	23,722

DEPARTMENT/DIVISION
GENERAL DEBT SERVICE

FUND							ORGKEY
GENERAL DEBT SERVICE FUND							305501
OBJECT		2022-23 ACTUAL (AUDITED)	2023-24 ADJUSTED BUDGET	2023-24 12 MONTH ESTIMATED	2024-25 CITY COUNCIL ADOPTED	2025-26 CITY COUNCIL ADOPTED	
SERVICES							
6001	Fiscal Agent Fees	3,163	3,165	3,165	3,165	3,165	3,165
6804	General Govt Service Charge	281	295	295	2,015	2,086	2,086
	TOTAL SERVICES	<u>3,444</u>	<u>3,460</u>	<u>3,460</u>	<u>5,180</u>	<u>5,251</u>	
DEBT SERVICE							
9001	Principal	1,620,000	185,000	185,000	200,000	215,000	215,000
9101	Interest	250,097	207,455	207,455	207,455	207,455	207,455
	TOTAL DEBT SERVICE	<u>1,870,097</u>	<u>392,455</u>	<u>392,455</u>	<u>407,455</u>	<u>422,455</u>	
	FUND TOTAL	<u>1,873,541</u>	<u>395,915</u>	<u>395,915</u>	<u>412,635</u>	<u>427,706</u>	

DEPARTMENT/DIVISION
SAFETY/CITY HALL REPLACEMENT FUND

FUND						ORGKEY
SAFETY/CITY HALL REPLACEMENT FUND						406501
OBJECT		2022-23 ACTUAL (AUDITED)	2023-24 ADJUSTED BUDGET	2023-24 12 MONTH ESTIMATED	2024-25 CITY COUNCIL ADOPTED	2025-26 CITY COUNCIL ADOPTED
SERVICES						
6106	Other Professional Services	-	250,000	250,000	-	-
6710	Special Contractual Services	17,850	-	-	-	-
	TOTAL SERVICES	<u>17,850</u>	<u>250,000</u>	<u>250,000</u>	<u>-</u>	<u>-</u>
SUPPLIES						
7901	Non-Capital Expenditures	140,635	1,100,000	1,100,000	-	-
	TOTAL SUPPLIES	<u>140,635</u>	<u>1,100,000</u>	<u>1,100,000</u>	<u>-</u>	<u>-</u>
FIXED ASSETS						
8301	Construction In Progress	107,008	-	-	-	-
8501	Other Betterments/Improvements	-	6,783,589	6,783,589	-	-
	TOTAL FIXED ASSETS	<u>107,008</u>	<u>6,783,589</u>	<u>6,783,589</u>	<u>-</u>	<u>-</u>
	FUND TOTAL	<u>265,492</u>	<u>8,133,589</u>	<u>8,133,589</u>	<u>-</u>	<u>-</u>

DEPARTMENT/DIVISION
COMMUNITY FACILITIES DISTRICT 2001-1

FUND						ORGKEY
COMMUNITY FACILITIES DISTRICT FUND						810961
OBJECT		2022-23 ACTUAL (AUDITED)	2023-24 ADJUSTED BUDGET	2023-24 12 MONTH ESTIMATED	2024-25 CITY COUNCIL ADOPTED	2025-26 CITY COUNCIL ADOPTED
SERVICES						
6001	Fiscal Agent Fees	15,581	25,000	23,000	23,000	23,000
6804	General Govt Service Charge	2,516	2,642	2,642	671	694
	TOTAL SERVICES	18,097	27,642	25,642	23,671	23,694
DEBT SERVICE						
9001	Principal	540,000	575,000	575,000	615,000	650,000
9101	Interest	180,788	144,964	163,508	126,420	86,753
	TOTAL DEBT SERVICE	720,788	719,964	738,508	741,420	736,753
	DIVISION TOTAL	738,885	747,606	764,150	765,091	760,447

DEPARTMENT/DIVISION
COMMUNITY FACILITIES DISTRICT 2003-1

FUND						ORGKEY
COMMUNITY FACILITIES DISTRICT FUND						810962
OBJECT		2022-23 ACTUAL (AUDITED)	2023-24 ADJUSTED BUDGET	2023-24 12 MONTH ESTIMATED	2024-25 CITY COUNCIL ADOPTED	2025-26 CITY COUNCIL ADOPTED
SERVICES						
6001	Fiscal Agent Fees	15,081	23,000	20,500	20,500	20,500
6804	General Govt Service Charge	533	559	559	671	694
	TOTAL SERVICES	<u>15,614</u>	<u>23,559</u>	<u>21,059</u>	<u>21,171</u>	<u>21,194</u>
DEBT SERVICE						
9001	Principal	355,000	390,000	390,000	425,000	470,000
9101	Interest	409,460	387,793	387,793	376,450	351,730
	TOTAL DEBT SERVICE	<u>764,460</u>	<u>777,793</u>	<u>777,793</u>	<u>801,450</u>	<u>821,730</u>
	DIVISION TOTAL	780,074	801,352	798,852	822,621	842,924
	FUND TOTAL	1,518,959	1,548,957	1,563,002	1,587,712	1,603,371

Development Services Department

Mission Statement:

The Development Services Department provides quality service to customers through professionalism, integrity, and the efficient use of resources. The Department responds to the changing needs of the community by promoting and implementing policies, goals, procedures, and actions that address community issues related to the physical environment and to strengthen and diversify the economic base of the City. The Department endeavors to enhance and protect the urban and natural environment of the City of Redlands, ensuring that the City remains an ideal place to live and work.

The Development Services Department is responsible for the administration and oversight of the following divisions and functions:

- Building and Safety Division: Building inspections, plan review, and building permit processing
- Community Development Block Grant (CDBG) Program: Capital improvement project and public service agency sub-recipient awards administration
- Economic Development Division: Business attraction and retention, business assistance, workforce development, and tourism promotion
- Engineering: Review and inspection of development proposals for compliance with State and City codes, standards, and other governmental requirements relating to land subdivisions, grading, drainage, and improvements within the City rights-of-way
- Planning Division: Land development application review, general plan, specific plan and development code maintenance and updates, long range planning, and historic preservation

Departmental Goals:

- Provide for the short- and long-term physical development within the City consistent with the policies and goals established in the General Plan
- Provide professional, accurate, timely, and courteous service to the public
- Provide opportunities that will improve and preserve housing for all income levels
- Provide for managed development that will preserve, enhance, and maintain the special quality of life valued by this community
- Allow for development within the City of Redlands which occurs in a way that promotes the optimum social and economic well-being of the entire community
- Provide a high standard of technical expertise by department staff through regular training and awareness of new legislation, innovative construction techniques, and architectural/planning design techniques
- Provide a continuing review, update and implementation of the City's General Plan, Specific Plans and zoning ordinances in response to the changing needs of the community
- Monitor historic resources of the community and encourage their preservation

Performance Measures:

- All telephone calls received before noon to be returned the same day
- 90% of Plan Checks processed in 3 weeks for first review
- 90% of "LEED" Plan Checks processed in 4 weeks for second review
- 100% of Inspections completed next business day if requested by 4:00 pm of the previous day

Development Services Department Economic Development Division

Program Description:

The Economic Development Division administers a variety of economic development programs and services that support businesses and residents in the City of Redlands. Division staff are involved in business attraction and retention activities, City/Chamber and regional collaborative efforts, business networking, marketing, workforce development, tourism, and project support.

Program Objectives:

- Implement the City Council Strategic Plan Economic Development initiatives
- Target and recruit new business investment in health, technology, and other key sectors
- Continue business outreach activities
- Establish and administer business retention and attraction programs
- Continue implementing an effective marketing campaign
- Maintain City presence at targeted trade shows
- Facilitate/assist developer with the redevelopment of the Redlands Mall
- Support business growth and expansion efforts and expedite the development process
- Encourage point-of-sale locations in Redlands
- Engage and collaborate, as appropriate, with regional and county economic development partners
- Execute approved initiatives to improve and enhance the downtown area
- Continue collaborative partnerships with Chamber of Commerce and other business stakeholders
- Engage business stakeholders for potential collaboration on tech incubator program
- Continue to grow partnerships and develop collaborative programs/projects with community tourism stakeholders
- Continue to enhance resource and business information pages on City's website

Significant Program Changes for Fiscal Year 2023-24:

- Increase digital ads on mobile devices, highlighting the City's shopping and downtown activities
- Hosted a regional industrial real estate broker's forum in partnership with San Bernardino County Economic Development Agency and regional industrial brokers association, anticipating over 50 leading industrial brokers and developers to meet and discuss regional industrial efforts and market conditions
- Host in person small business workshops and seminars with local resource agencies

Significant Program Changes for Fiscal Year 2024-25:

- Enhance advertising mix to promote and highlight the City's shopping and downtown activities
- Improve digital marketing campaign on social media platforms highlighting the City's shopping and downtown activities
- Host regional industrial real estate broker's forum in partnership with San Bernardino County Economic Development Agency and regional industrial brokers association, anticipating over 50 leading industrial brokers and developers to meet and discuss regional industrial efforts and market conditions

Accomplishments for Fiscal Year 2023-24:

- Continued the City's effort with the Redlands Chamber of Commerce to maintain the *Shop It Forward* marketing campaign to encourage people to shop in Redlands often and begin Christmas Shopping early
- 3.6% unemployment rate in 2023, compared to the County-wide average of 4.7% in the same year.
- Supported and responded to 4 California State Go-Biz business site search efforts
- Worked with the County of San Bernardino to support business attraction efforts by responding to site search inquiries
- Promoted Shop Small Saturday campaign, supporting shopping in Redlands the Saturday after Thanksgiving, give aways included over 300 custom printed reusable shopping bags to shoppers.

DEPARTMENT/DIVISION
ECONOMIC DEVELOPMENT

FUND
GENERAL FUND

ORGKEY
101161

OBJECT	2022-23 ACTUAL (AUDITED)	2023-24 ADJUSTED BUDGET	2023-24 12 MONTH ESTIMATED	2024-25 CITY COUNCIL ADOPTED	2025-26 CITY COUNCIL ADOPTED
SALARIES AND BENEFITS					
5001 Salaries: Full-Time	238,035	252,853	228,599	222,062	235,153
5101 Overtime Salaries	27	-	-	-	-
5202 Holiday Pay	995	-	718	-	-
5203 Bonus	6,941	-	1,000	1,162	1,185
5204 Accrual Payout	2,225	-	26,363	-	-
5301 Banked Leave Buy Back	3,547	11,441	4,431	7,053	9,764
5401 Pension Contributions	67,488	74,469	53,542	69,301	69,043
5501 FICA/Medicare	17,761	18,008	15,249	16,215	17,255
5601 Deferred Compensation	5,252	5,576	2,739	4,464	4,511
5701 Health/Dental Insurance	19,761	34,812	20,311	42,089	42,803
5702 Workers' Comp Insurance	13,832	14,955	14,955	13,694	14,170
5703 Disability Insurance	2	94	81	115	123
5704 Unemployment Insurance	(1,031)	868	666	868	868
5705 Life Insurance	126	126	97	126	126
5801 Vehicle Allowance	-	300	2,188	1,500	1,500
5802 Eyecare Reimbursement	225	450	450	600	600
5803 Clothing Allowance	60	60	60	60	60
5903 Other Taxable Benefits	411	10,554	449	450	450
5905 Employee Wellness Program	16	-	-	-	-
TOTAL SALARIES AND BENEFITS	375,671	424,567	371,898	379,759	397,611
SERVICES					
6304 Telephone	-	400	400	408	417
6401 Meeting & Prof Development	4,656	4,511	3,938	4,019	4,115
6402 Travel Expense/Reimbursement	5,347	4,683	4,250	4,335	4,425
6601 Postage	66	28	125	128	131
6703 Software Support/Development	-	2,000	2,000	2,040	2,081
6710 Special Contractual Services	130,874	97,433	95,029	23,877	24,355
6802 Info Tech Service Charges	59,256	63,746	63,746	15,231	13,418
6901 Printing and Binding	120	4,738	4,338	4,500	4,500
6902 Advertising	17,451	20,337	20,337	20,744	21,159
6909 Subscriptions & Memberships	6,520	4,892	4,892	5,120	5,275
TOTAL SERVICES	224,290	202,768	199,054	80,402	79,876
SUPPLIES					
7002 Office Supplies	363	992	992	1,052	1,083
7101 Office Equipment & Furniture	196	-	236	250	257
7211 Computer Components	-	-	3,704	3,926	4,044
7806 Promotional Supplies	-	-	3,451	5,521	3,592
7807 Food	16	-	71	76	78
7810 Special Departmental Supplies	1,508	1,654	2,905	3,079	3,172
TOTAL SUPPLIES	2,082	2,646	11,360	13,904	12,227
FIXED ASSETS					
8703 Computer Equipment	-	5,000	-	-	-
TOTAL FIXED ASSETS	-	5,000	-	-	-
DIVISION TOTAL	602,044	634,981	582,312	474,065	489,713

Development Services Department Building and Safety Division

Program Description:

This program provides for the administration of California codes and City ordinances to safeguard life, health, property, and public welfare by regulating the design, construction, accessibility, quality of materials, flood protection, use, occupancy, location, and maintenance of all building and structures within the community of Redlands. This includes plan review of proposed buildings and structures, on-site inspections to assure compliance, complaint investigation and enforcement, disaster emergency response, maintenance, storage and retrieval of building records, and coordination with other government agencies.

Program Objectives:

- Maintain and promote excellent customer service standards at the One Stop Permit Center and in the field.
- Perform requested onsite building inspections in a timely and courteous manner.
- Perform final occupancy inspections on building projects, as required, to ensure compliance with conditions of approval and development code standards.
- Perform effective and efficient plan review within acceptable timeframes for compliance with the California Code of Regulations Title 24 parts 1 through 12, Federal Emergency Management Agency (FEMA) regulations, California Senate and Assembly bills, and locally adopted municipal codes.
- Provide staff support to the Development Review Committee, Minor Exception Permit Committee, Historic and Scenic Preservation Commission, Disaster Council, Fire Department, Code Enforcement, Municipal Utilities and Engineering Department, and local chapters of the International Code Council.
- Review and implement Assembly Bill 717 and Senate Bill 1608, to meet the continuing education and accessibility requirements that applies to the Building Division.
- Continue to upgrade department storage methods of building plans to comply with state laws by digitizing plans.
- Evaluate and investigate existing structures within the City for compliance with various municipal codes and state regulations.
- Prepare for disaster response by training and certification in emergency services.
- Maintain and improve accessibility throughout the City by employing a Certified Access Specialist (CAsp).
- Update the Municipal Code for the new Flood Insurance Rate Maps for an anticipated FEMA effective time frame of Summer 2025.
- Update the Municipal Code with the adoption of the 2025 California Building Code updates effective January 1, 2026.

Significant Program Changes for Fiscal Year 2024-25:

- Continue with the digital scanning of all paper records for properties within the City. This will reduce the printing costs of the department, reduce PRA department record response times, and allow public access to records for viewing by using a Laserfiche web link on the City website at all hours of the day.
- Make available to the public the option to submit plans electronically for electronic plan review through Project Dox.

Significant Program Changes for Fiscal Year 2025-26:

- Continue with the digital scanning of all paper records for properties within the City. This will reduce the printing costs of the department, reduce PRA department record response times, and allow public access to records for viewing by using a Laserfiche web link on the City website at all hours of the day.
- Develop a program to perform virtual inspections for residential water heater change outs, residential HVAC change outs, residential electrical panels, and residential reroofs.

Accomplishments for Fiscal Year 2023-24:

- Issued over 2,632 permits for building, electrical, mechanical, plumbing, or combinations thereof ensuring compliance with current city-adopted building and municipal codes.
- Performed 1,444 plan reviews for construction permit submittals, with a 9 day average delivery to applicants.
- Performed 18,679 construction permit inspections by next business day after inspection request, improving community/department relations.
- Provided staff support for the improvement of City Works computer permitting software program.
- Provided community building activity reports to the county, state, and federal levels of government.
- Enforced the 2022 editions of the California Building Standards Codes, resulting in improved citywide construction safety and improved energy efficiency reducing CO2 emissions by 152,858 metric tons per year compared to the 2019 Energy Code, the equivalent of taking 32,051 gas cars off the road each year.
- Enforced the City's Local Agency Management Plan (LAMP) to review plans and field inspect the installation and abandonment of Onsite Wastewater Treatment Systems for properties within the City's jurisdiction.

DEPARTMENT/DIVISION
BUILDING & SAFETY

FUND
GENERAL FUND

ORGKEY
101162

OBJECT	2022-23 ACTUAL (AUDITED)	2023-24 ADJUSTED BUDGET	2023-24 12 MONTH ESTIMATED	2024-25 CITY COUNCIL ADOPTED	2025-26 CITY COUNCIL ADOPTED
SALARIES AND BENEFITS					
5001 Salaries: Full-Time	662,248	642,107	764,932	920,490	962,584
5101 Overtime Salaries	68	1,500	-	-	-
5202 Holiday Pay	13,195	-	10,371	-	-
5203 Bonus	31,274	-	600	697	711
5204 Accrual Payout	5,241	-	4,097	-	-
5301 Banked Leave Buy Back	613	10,257	709	6,516	6,739
5401 Pension Contributions	196,144	188,811	229,232	260,277	259,589
5501 FICA/Medicare	53,022	46,842	59,264	63,609	66,679
5601 Deferred Compensation	4,809	1,940	8,238	8,786	8,921
5701 Health/Dental Insurance	66,146	145,592	134,859	162,594	165,291
5702 Workers' Comp Insurance	21,709	23,472	23,472	21,910	22,672
5703 Disability Insurance	4,461	4,993	5,353	5,590	5,884
5704 Unemployment Insurance	820	3,472	5,272	3,906	3,906
5705 Life Insurance	536	504	561	567	567
5801 Vehicle Allowance	-	180	1,313	900	900
5802 Eyecare Reimbursement	900	1,800	1,800	2,700	2,700
5803 Clothing Allowance	1,500	1,950	1,950	1,950	1,950
5903 Other Taxable Benefits	2,115	19,406	1,750	1,755	1,755
5905 Employee Wellness Program	9	-	-	-	-
TOTAL SALARIES AND BENEFITS	1,064,809	1,092,827	1,253,773	1,462,247	1,510,848
SERVICES					
6004 Bank/Collection Agent Fees	-	-	120	-	-
6106 Other Professional Services	93,510	120,000	120,000	120,000	120,000
6304 Telephone	5,019	3,308	3,308	3,374	3,442
6401 Meeting & Prof Development	4,046	9,104	9,104	5,800	8,800
6402 Travel Expense/Reimbursement	-	2,867	2,867	2,500	2,550
6403 Training	-	-	95	101	103
6601 Postage	7	20	20	20	21
6703 Software Support/Development	119,782	505,813	125,000	128,042	95,457
6705 Filming and Microfilming	260	5,000	-	-	-
6710 Special Contractual Services	4,990	-	4,990	5,000	5,000
6802 Info Tech Service Charges	71,107	76,496	76,496	68,540	60,381
6803 City Garage Charges	16,259	17,354	19,013	31,751	33,077
6901 Printing and Binding	1,475	2,119	2,119	2,246	2,292
6902 Advertising	582	-	-	-	-
6906 Office Equip & Furn Rent	5,012	3,308	3,308	3,375	3,476
6909 Subscriptions & Memberships	2,398	3,662	3,662	5,171	5,372
6911 Bad Debt Expense	-	-	12	-	-
TOTAL SERVICES	324,446	749,051	370,114	375,920	339,971
SUPPLIES					
7001 Books & Supplies	4,973	1,365	1,365	1,300	1,326
7002 Office Supplies	3,636	3,308	3,308	3,506	3,612
7101 Office Equipment & Furniture	2,448	6,500	6,500	6,890	7,097
7201 Hardware Maint/Replace	771	-	-	-	-
7206 Vehicle Maintenance	631	-	208	650	670
7211 Computer Components	-	-	14,017	3,500	3,500
7810 Special Departmental Supplies	1,731	2,206	146	3,000	3,060
TOTAL SUPPLIES	14,191	13,379	25,544	18,846	19,264

**DEPARTMENT/DIVISION
BUILDING & SAFETY**

FUND
GENERAL FUND

ORGKEY
101162

OBJECT	2022-23 ACTUAL (AUDITED)	2023-24 ADJUSTED BUDGET	2023-24 12 MONTH ESTIMATED	2024-25 CITY COUNCIL ADOPTED	2025-26 CITY COUNCIL ADOPTED
FIXED ASSETS					
8703 Computer Equipment	-	25,000	-	-	-
8801 Capital Lease	5,897	5,922	18,757	15,275	25,369
TOTAL FIXED ASSETS	5,897	30,922	18,757	15,275	25,369
DIVISION TOTAL	1,409,343	1,886,179	1,668,188	1,872,289	1,895,452

Development Services Department Land Use Engineering

Program Description:

Land Use Engineering is a division within the Development Services Department. This division is intended to work hand-in-hand with developers and staff in the Planning Division to achieve excellence in design and construction of development projects in the City.

Program Objectives:

- Manage One Stop Permit Center for public records and information related to properties and development. The One-Stop Permit Center is designed to guide developers through multi-Departmental requirements, the Redlands Municipal Code, Measure U, and State regulations.
- Review of improvement plans, maps, and building permits.
- Process encroachment permits and street closures.
- Issue grading permits, truck route permits and wide load permits.
- Perform National Pollutant Discharge Elimination System (NPDES) investigations and plan reviews.
- Coordinate with Planning Division and other City Departments for entitlements, including conditional use permits, Planning Commission Review and Approval, lot line adjustments, and other land use activities.
- Work with Planning Division on initial planning phases needed for development of the University Village plan.
- Coordinate with Facilities and Community Services and outside consultants for annexations into Community Facilities District 2004-1.
- Prepare annual reports for Street Lighting District No. 1 and Landscape Maintenance District No. 1.
- Assess Development Impact Fees on development and redevelopment projects that are then used by other departments to mitigate the impact of those projects on the infrastructure of the City.
- Provide customer assistance regarding city policies and procedures related to land development issues, grading, street improvements, and utility connections.
- Perform plan reviews for building, grading, streets design, erosion control, water quality management, sewer, water, irrigation, street tree, storm drainage, storm water pollution prevention, street light, hydrology, lot line adjustment, parcel map, and tract maps.
- Process applications for sewer and water service in the Mentone area as mandated by Measure "U".
- Create and maintain an organizational ethos amongst all OSPC staff that customer service is of the utmost importance. Respond to telephone, e-mail, and public counter inquiries for customer assistance at the One Stop Permit Center.
- Provide engineering related assistance to other City departments, such as the City Manager, City Attorney, Municipal Utilities & Engineering Department, and Code Enforcement Division.

Significant Program Changes for Fiscal Year 2023-24:

- Continued participation in the implementation of an Electronic Plan Review process across all divisions of the One Stop Permit Center with the objective of creating an integrated, and simplified, method for intake, review, and return of all types of development plans submitted to the City for review.
- Assist Planning Division with the Transit Village Specific Plan adoption.
- Assist developers with implementation of SB 9 lot splits for creation of additional housing opportunities
- Begin planning for improved customer service methodologies related to the relocation of City Hall.

Significant Program Changes for Fiscal Year 2024-25:

- Continue planning for improved customer service methodologies related to the relocation of City Hall.
- Assist University of Redlands with progress on their University Village development plans

Accomplishments for Fiscal Year 2023-24:

- Issued over 1000 encroachment permits for work within the public right-of-way.
- Prepared conditions of approval for all entitlement cases presented to the Planning Commission.
- Performed more than 200 engineering plan reviews.
- Assessed development impact fees in excess of \$800K on new development projects.

DEPARTMENT/DIVISION
LAND USE ENGINEERING

FUND
GENERAL FUND

ORGKEY
101163

OBJECT	2022-23 ACTUAL (AUDITED)	2023-24 ADJUSTED BUDGET	2023-24 12 MONTH ESTIMATED	2024-25 CITY COUNCIL ADOPTED	2025-26 CITY COUNCIL ADOPTED
SALARIES AND BENEFITS					
5001 Salaries: Full-Time	258,933	349,522	312,316	338,216	352,501
5002 Salaries: Part-Time	-	14,683	-	-	-
5202 Holiday Pay	2,859	-	2,603	-	-
5203 Bonus	9,625	-	-	-	-
5204 Accrual Payout	16,071	-	1,543	-	-
5301 Banked Leave Buy Back	6,618	8,605	14,196	5,260	5,285
5401 Pension Contributions	77,860	83,852	93,344	105,489	104,693
5501 FICA/Medicare	20,985	21,586	25,246	26,337	27,432
5601 Deferred Compensation	8,343	2,932	4,548	8,588	8,443
5701 Health/Dental Insurance	28,235	47,710	38,272	43,624	44,322
5702 Workers' Comp Insurance	-	-	-	8,216	8,502
5703 Disability Insurance	668	1,047	933	1,246	1,307
5704 Unemployment Insurance	1,463	1,497	3,547	1,541	1,541
5705 Life Insurance	178	167	214	224	224
5802 Eyecare Reimbursement	225	596	596	1,065	1,065
5803 Clothing Allowance	-	390	480	540	540
5804 Uniform Rental	-	75	75	-	-
5903 Other Taxable Benefits	-	4,299	270	263	263
TOTAL SALARIES AND BENEFITS	432,064	536,962	498,183	540,609	556,118
SERVICES					
6005 License & Permits	20,000	318,000	303,461	183,804	209,537
6106 Other Professional Services	20,131	119,984	122,484	168,000	118,060
6401 Meeting & Prof Development	-	1,575	1,575	1,650	2,400
6402 Travel Expense/Reimbursement	54	525	150	500	500
6403 Training	192	10,500	7,139	5,000	5,000
6703 Software Support/Development	-	8,000	-	-	-
6802 Info Tech Service Charges	-	-	-	60,925	53,672
6901 Printing and Binding	104	375	375	375	375
6902 Advertising	-	6,300	6,300	10,000	10,000
6906 Office Equip & Furn Rent	-	1,575	1,575	1,500	1,500
6909 Subscriptions & Memberships	-	830	830	5,000	5,000
TOTAL SERVICES	40,481	467,664	443,889	436,754	406,044
SUPPLIES					
7001 Books & Supplies	-	1,050	2,000	2,000	2,040
7002 Office Supplies	1,463	1,050	1,000	1,250	1,275
7101 Office Equipment & Furniture	-	6,825	-	-	-
7211 Computer Components	-	-	5,000	1,500	1,500
7810 Special Departmental Supplies	812	1,050	750	1,250	1,275
TOTAL SUPPLIES	2,275	9,975	8,750	6,000	6,090
FIXED ASSETS					
8703 Computer Equipment	-	25,000	-	-	-
TOTAL FIXED ASSETS	-	25,000	-	-	-
DIVISION TOTAL	474,820	1,039,601	950,822	983,363	968,252

Development Services Department Planning Division

Program Description:

The Planning Division plays a critical role in achieving the City's goals and objectives in terms of physical development and growth management. Three general categories of Planning activities include: Current Planning (development review); Long-Range Planning; and Historic Preservation. Current Planning functions include: processing of land development applications; responding to land use inquiries from residents, business owners, and development professionals; project management for special projects; administering contracts with consultants hired to perform environmental and planning services; and annexation requests. Long-Range Planning functions include: maintenance and updates of the General Plan, Housing Element, various Specific Plans, and the zoning code (RMC Title 18); inter-agency coordination and strategic planning; and grant administration for State planning grants. Planning administers the City's historic preservation program including related permits and policy documents. Planning Division staff also regularly provide technical and professional support to the City Council, Planning Commission, Historic & Scenic Preservation Commission, Preliminary/Development Review Committee, and the Minor Exception Permit Committee.

Program Objectives:

- Respond to telephone, e-mail, and public counter inquiries for customer assistance at the One-Stop Permit Center and the Planning Division office.
- Support business assistance and economic development activities including review of Business License applications, special event applications, commercial property searches, zoning research, etc.
- Accept, process, and prepare staff reports for land use applications and permits as necessary to satisfy legally-required procedures to enable a formal decision.
- Provide staff support to the Planning Commission and the Historic & Scenic Preservation Commission, in the form of agendas, legal advertising and notices, staff reports, presentations, and recording meeting minutes.
- Provide staff support to the Minor Exception Committee, in the form of agendas, legal advertising and notices, project reviews, and meeting minutes.
- Provide staff support to the Preliminary/Development Review Committee, in the form of agendas, project review, and conducting meetings.
- Process General Plan amendments, Zoning Map and Zoning Code amendments, and Specific Plan amendments.
- Prepare and submit an annual Housing Element Progress Report and General Plan Progress Report as mandated by the State of California.
- Maintain and expand the Historic Preservation program, including advising property owners, issuing permits, maintaining restoration/rehabilitation agreements (Mills Act Contracts) with private property owners, and adoption of an updated Historic Architectural Design Guidelines.
- Process annexation applications for surrounding unincorporated areas to accommodate proposed development projects.
- Review final grading, building, and landscaping plans prior to issuance of building permits to ensure compliance with code requirements and any applicable conditions of approval.
- Perform final occupancy inspections on building projects as required to ensure compliance with conditions of approval and municipal code standards.
- Provide Planning-related assistance to other City departments, such as the City Manager, City Attorney, Municipal Utilities & Engineering Department, and Code Enforcement Division.

- Continue to evaluate Planning procedures for efficiency and effectiveness, and implement improvements or changes to department procedures and zoning code regulations.
- Seek and apply for State or regional grant funding in support of Planning work programs and activities.
- Coordinate Planning activities with other agencies, such as the County of San Bernardino, the San Bernardino County Transportation Authority (SBCTA), Southern California Association of Governments (SCAG), Caltrans, and Omnitrans.

Significant Program Changes for Fiscal Years 2024-25 and 2025-26:

- Implement the adopted 2022-2029 Housing Element, including related tasks and programs such as rezoning actions for specified parcels.
- Implement the new Inclusionary Housing Ordinance, including related administrative tasks such as create necessary application forms.
- Complete the Zone Map Update project.
- Complete work on various Zoning Code (RMC Title 18) text amendments and adopt related ordinances in compliance with the 2022-2029 Housing Element.

Accomplishments for Fiscal Years 2022-23 and 2023-24:

- More than 200 Planning applications of various types accepted and processed.
- Adopted the 6th Cycle 2021-2029 Housing Element Update.
- More than 200 staff reports written for the City Council, Planning Commission, and Historic & Scenic Preservation Commission.
- Preparation and noticing responsibilities for approximately 100 meeting agendas consisting of Planning Commission agendas, Historic & Scenic Preservation Commission agendas, Development Review Committee agendas, and Minor Exception Permit Committee agendas.
- Approval of numerous residential housing projects consisting of tract map subdivisions, specific plans, and multifamily developments (including affordable housing projects).
- Developer completed construction of the Heritage Specific Plan (SP No. 62) with 207 homes on the south side of Citrus Valley High School.
- Developer began construction of the Bergamot Specific Plan (SP No. 64) with 434 new single-family homes plus 12-acre public park located to the north and west of Citrus Valley High School.
- Several applications currently under review for new housing projects throughout the city (including several with Affordable Housing Density Bonus Agreements).
- Applications approved or under review for new hotels near downtown Redlands.
- Several applications currently under review for new retail, commercial, and industrial developments throughout the city.
- Prepared required annual progress reports for the 2035 General Plan as well as the Housing Element.
- Provided administrative oversight, including contract administration, for Surface Mining and Reclamation Act (SMARA) compliance for six quarries and two reclamation plants operated by CEMEX Materials and Robertson's Ready Mix in the Santa Ana River Wash.
- Participated in inter-agency coordination for regional Planning efforts, including San Bernardino County Regional GHG Reduction Plan prepared by San Bernardino Council of Governments (SBCOG) and continuing work on the countywide Vehicle Miles Travelled (VMT) study and mitigation measures prepared by SBCTA.

**DEPARTMENT/DIVISION
PLANNING**

FUND
GENERAL FUND

ORGKEY
101164

OBJECT	2022-23 ACTUAL (AUDITED)	2023-24 ADJUSTED BUDGET	2023-24 12 MONTH ESTIMATED	2024-25 CITY COUNCIL ADOPTED	2025-26 CITY COUNCIL ADOPTED
SALARIES AND BENEFITS					
5001 Salaries: Full-Time	655,806	1,060,659	844,308	1,080,736	1,127,247
5002 Salaries: Part-Time	7,905	15,750	13,139	16,000	16,000
5101 Overtime Salaries	87	1,103	167	-	-
5202 Holiday Pay	8,072	-	6,774	-	-
5203 Bonus	30,448	-	2,400	2,788	2,844
5204 Accrual Payout	23,451	-	18,169	-	-
5301 Banked Leave Buy Back	6,578	40,036	7,918	19,831	22,700
5401 Pension Contributions	193,992	306,885	252,755	311,469	310,756
5501 FICA/Medicare	51,777	76,172	64,652	75,907	79,503
5601 Deferred Compensation	9,427	14,198	15,760	18,242	18,448
5701 Health/Dental Insurance	64,515	154,387	97,358	125,370	127,435
5702 Workers' Comp Insurance	28,784	31,121	31,121	21,872	22,633
5703 Disability Insurance	935	1,857	1,343	1,799	1,925
5704 Unemployment Insurance	912	4,340	4,413	4,340	4,340
5705 Life Insurance	410	567	502	567	567
5801 Vehicle Allowance	-	720	5,250	3,600	3,600
5802 Eyecare Reimbursement	544	2,025	2,025	2,700	2,700
5803 Clothing Allowance	390	690	690	690	690
5903 Other Taxable Benefits	1,876	38,929	2,646	3,045	3,045
5905 Employee Wellness Program	99	-	-	-	-
TOTAL SALARIES AND BENEFITS	1,086,007	1,749,439	1,371,390	1,688,956	1,744,433
SERVICES					
6005 License & Permits	3,926	-	69	150	150
6106 Other Professional Services	256,290	1,108,694	1,097,998	333,000	354,800
6107 Reimb Professional Services	588,289	433,347	433,347	435,000	435,000
6304 Telephone	912	1,985	16,916	2,024	2,065
6401 Meeting & Prof Development	1,707	10,660	10,660	10,873	11,091
6402 Travel Expense/Reimbursement	(324)	4,719	2,495	4,813	4,910
6403 Training	-	-	539	550	550
6601 Postage	2,846	3,000	3,000	3,500	3,570
6703 Software Support/Development	1,137	25,176	25,176	25,931	26,450
6705 Filming and Microfilming	-	12,680	10,000	10,000	10,000
6710 Special Contractual Services	137	-	59	-	150
6802 Info Tech Service Charges	106,661	114,744	114,744	68,540	60,381
6803 City Garage Charges	740	789	4,074	4,961	5,168
6901 Printing and Binding	910	2,191	2,191	2,200	2,244
6902 Advertising	19,433	11,025	11,025	11,246	11,471
6906 Office Equip & Furn Rent	3,590	3,308	3,308	3,000	3,000
6909 Subscriptions & Memberships	3,704	5,643	5,643	5,625	5,800
TOTAL SERVICES	989,959	1,737,959	1,741,244	921,414	936,800

**DEPARTMENT/DIVISION
PLANNING**

FUND
GENERAL FUND

ORGKEY
101164

OBJECT	2022-23 ACTUAL (AUDITED)	2023-24 ADJUSTED BUDGET	2023-24 12 MONTH ESTIMATED	2024-25 CITY COUNCIL ADOPTED	2025-26 CITY COUNCIL ADOPTED
SUPPLIES					
7001 Books & Supplies	205	1,103	1,103	1,136	1,170
7002 Office Supplies	3,224	3,422	3,422	3,525	3,630
7101 Office Equipment & Furniture	306	1,103	1,332	1,136	1,170
7203 Office Equipment Maintenance	-	419	-	432	444
7206 Vehicle Maintenance	450	-	190	-	-
7211 Computer Components	-	1,654	30,983	1,703	1,754
7807 Food	914	500	500	515	530
7810 Special Departmental Supplies	2,509	500	500	515	530
TOTAL SUPPLIES	7,608	8,701	38,030	8,962	9,231
FIXED ASSETS					
8703 Computer Equipment	-	30,000	-	-	-
8801 Capital Lease	5,178	5,200	5,871	6,028	16,887
TOTAL FIXED ASSETS	5,178	35,200	5,871	6,028	16,887
DIVISION TOTAL	2,088,751	3,531,298	3,156,535	2,625,360	2,707,351
DEPARTMENT TOTAL	4,574,959	7,092,059	6,357,857	5,955,078	6,060,768

Development Services Department Grants Program

Program Description:

The Grants Program within the Development Services Department consists of the administration of the City's Community Development Block Grant (CDBG) program as well as researching, applying, securing, and administering other county, state, or federal grant opportunities that benefit advance planning and community development needs.

As a Participating Jurisdiction (PJ) in the County of San Bernardino's Urban County Program, the City receives an annual award from the U.S. Department of Housing and Urban Development (HUD). The County of San Bernardino administers the award on behalf of the City and retains 20% of the annual award for administrative expenses.

CDBG Program Objectives:

- Development of a viable urban community by providing decent housing, suitable living environment, and expanded economic opportunity for City residents, particularly those earning low and moderate incomes.
- Aid in the prevention or elimination of slums or blight.
- Aid in activities designed to meet other community development needs having a particular urgency because existing conditions pose a serious and immediate threat to the health or welfare of the community where other financial resources are not available to meet such needs.

Other Grants Program Objectives:

- To secure funding opportunities that encourage and support advanced planning activities that help plan for future growth and development.

Significant Program Changes for Fiscal Year 2023-24:

- Fund six public service agency programs that benefit low- to moderate-income residents with CDBG funds.
- Fund the Joslyn Senior Center Rehabilitation Project Phase II to include additional site and ADA improvements.
- Secure funding for additional energy efficiency improvements to the Joslyn Senior Center.

Significant Program Changes for Fiscal Year 2024-2025:

- Identify and fund new rehabilitation projects with CDBG funds that benefit low to moderate income residents with CDBG funds.
- Implement new public service programs that benefit low to moderate income residents with CDBG funds.
- Fund the Redlands Senior Center Improvements Project with CDBG funds.

Accomplishments for Fiscal Year 2022-2024:

- Completed the first phase of the Joslyn Senior Center Rehabilitation Project.
- Completed the Senior Outdoor Dining Project funding by CDBG-CV funds.
- Provided contract administration for the Joslyn Senior Center Rehabilitation Project Phase I.
- Provided contract administration for the Senior Outdoor Dining project.
- Provided contract administration to five CDBG funded public services programs that benefited low to moderate income residents.
- Provided contract administration for the state funded Local Early Action Program (LEAP)- a \$300,000 grant that is funding the update to the City's Housing Element.
- Provided contract administration for the state funded Planning Grants Program (PGP-SB2)- a \$310,000 grant that is funding the environmental analysis for the Transit Villages Specific Plan project.

**DEPARTMENT/DIVISION
PLANNING GRANTS**

FUND						ORGKEY
GOVERNMENTAL GRANT FUND						200164
OBJECT	2022-23 ACTUAL (AUDITED)	2023-24 ADJUSTED BUDGET	2023-24 12 MONTH ESTIMATED	2024-25 CITY COUNCIL ADOPTED	2025-26 CITY COUNCIL ADOPTED	
SALARIES AND BENEFITS						
5001	Salaries: Full-Time	248	18,248	140,353	-	-
5401	Pension Contributions	74	4,593	4,883	-	-
5501	FICA/Medicare	17	1,401	1,476	-	-
5701	Health/Dental Insurance	43	2,652	2,817	-	-
5703	Disability Insurance	-	48	48	-	-
5704	Unemployment Insurance	-	75	80	-	-
5705	Life Insurance	0	10	11	-	-
	TOTAL SALARIES AND BENEFITS	382	27,026	149,668	-	-
SERVICES						
6005	License & Permits	-	4,492	4,492	-	-
6106	Other Professional Services	104,032	67,521	4,879	-	-
6710	Special Contractual Services	56,744	115,453	55,459	-	-
6901	Printing and Binding	-	400	400	-	-
	TOTAL SERVICES	160,776	187,866	65,230	-	-
FIXED ASSETS						
8301	Construction in Progress	746,161	-	-	-	-
8501	Other Betterments/Improv	312,369	-	-	-	-
8503	Building Const/Improv	-	583,461	300,356	-	-
	TOTAL FIXED ASSETS	1,058,530	583,461	300,356	-	-
DEPARTMENT TOTAL		1,219,689	798,353	515,254	-	-

Development Services Department Inclusionary Housing Program

Program Description:

The Inclusionary Housing Program was adopted by the City Council on December 19, 2023, and is an integral part of the City's implementation programs contained in the 2021-2029 Housing Element. The Inclusionary Housing Program requires that a percentage of housing units in new residential developments be provided at an affordable cost to lower- and moderate-income households, or an in-lie fee be paid, in all new residential developments with ten (10) or more residential units.

The in-lieu fees collected under this program must be utilized for the provision of housing affordable to Very Low-income, Low-income, and Moderate-income households in the City, and administration and compliance monitoring of the Inclusionary Housing Program.

Inclusionary Housing Program Objectives:

- Promote the development of affordable housing throughout the City.
- Increase the supply of housing affordable to Very Low-, Low- and Moderate-income families through the assistance and cooperation of private residential developers.

Significant Program Changes for Fiscal Year 2024-2025:

- This is a new program and budget for this fiscal year.

DEPARTMENT/DIVISION
INCLUSIONARY HOUSING OPERATIONS

FUND						ORGKEY
INCLUSIONARY HOUSING FUND						255900
OBJECT		2022-23 ACTUAL (AUDITED)	2023-24 ADJUSTED BUDGET	2023-24 12 MONTH ESTIMATED	2024-25 CITY COUNCIL ADOPTED	2025-26 CITY COUNCIL ADOPTED
SALARIES AND BENEFITS						
5001	Salaries: Full-Time				75,000	75,000
	TOTAL SALARIES AND BENEFITS				75,000	75,000
SERVICES						
6102	Legal Services				35,000	35,000
	TOTAL SERVICES				35,000	35,000
	DIVISION TOTAL				110,000	110,000

DEPARTMENT/DIVISION
INCLUSIONARY HOUSING PROJECTS/GRANTS

FUND					ORGKEY	
INCLUSIONARY HOUSING FUND					255910	
OBJECT		2022-23 ACTUAL (AUDITED)	2023-24 ADJUSTED BUDGET	2023-24 12 MONTH ESTIMATED	2024-25 CITY COUNCIL ADOPTED	2025-26 CITY COUNCIL ADOPTED
SERVICES						
6106	Other Professional Services				35,000	35,000
	TOTAL SERVICES				35,000	35,000
	DIVISION TOTAL				35,000	35,000
	FUND TOTAL				145,000	145,000

Development Services Department Successor Agency

Program Description:

The Successor Agency to the former Redevelopment Agency is charged with expeditiously completing the affairs of the dissolved Redevelopment Agency.

Program Objectives:

- Make required payments on existing obligations of the former Redevelopment Agency including bond debt
- Dispose of the properties of the former Redevelopment Agency to maximize the value in the most expeditious manner

The outstanding debt of the former Redevelopment Agency is not an obligation of the General Fund. The City, as a Successor Agency, has prepared a Recognized Obligation Payment Schedule listing the obligations for which the county auditor-controller will allocate property tax revenue to the city each January 16th and June 1st to pay for the obligations.

Accomplishments for Fiscal Year 2023-24:

- Prepared and submitted to the California State Department of Finance two Recognized Obligation Payment Schedules (ROPS)
- On June 10, 2024, the City submitted Resolution No. 2024-20 to the San Bernardino Countywide Oversight Board approving the formal dissolution of the Successor Agency to the Redevelopment Agency of the City of Redlands. The San Bernardino Countywide Oversight Board approved this resolution and the item is now with the California Department of Finance for final approval.

DEPARTMENT/DIVISION
SUCCESSOR AGENCY ADMINISTRATION

FUND						ORGKEY
SUCCESSOR TO RDA GENERAL FUND						820167
OBJECT	2022-23 ACTUAL (AUDITED)	2023-24 ADJUSTED BUDGET	2023-24 12 MONTH ESTIMATED	2024-25 CITY COUNCIL ADOPTED	2025-26 CITY COUNCIL ADOPTED	
SALARIES AND BENEFITS						
5001	Full Time Salaries	6,475	-	7,467	-	-
5202	Holiday Pay	110	-	-	-	-
5203	Bonus	165	-	40	-	-
5204	Accrual Payout	331	-	183	-	-
5301	Banked Leave Buy Back	103	-	121	-	-
5401	Pension Contributions	1,859	-	2,159	-	-
5501	Fica/Medicare	442	-	551	-	-
5601	Deferred Compensation	181	-	395	-	-
5701	Health/Dental Insurance	460	-	859	-	-
5704	Unemployment Insurance	3	-	17	-	-
5705	Life Insurance	3	-	3	-	-
5801	Vehicle Allowance	-	-	88	-	-
5903	Other Taxable Benefits	12	-	6	-	-
	TOTAL SALARIES AND BENEFITS	10,143	-	11,889	-	-
DIVISION TOTAL		10,143	-	11,889	-	-

DEPARTMENT/DIVISION
SUCCESSOR AGENCY DEBT SERVICE

FUND							ORGKEY
SUCCESSOR TO RDA DEBT SERVICE FUND							820169
OBJECT		2022-23 ACTUAL (AUDITED)	2023-24 ADJUSTED BUDGET	2023-24 12 MONTH ESTIMATED	2024-25 CITY COUNCIL ADOPTED	2025-26 CITY COUNCIL ADOPTED	
SERVICES							
6913	Amortization Expense	7,542	-	-	-	-	
	TOTAL SERVICES	7,542	-	-	-	-	
DEBT SERVICE							
9101	Interest	(8,176)	-	-	-	-	
	TOTAL DEBT SERVICE	(8,176)	-	-	-	-	
	DIVISION TOTAL	(635)	-	-	-	-	
	FUND TOTAL	9,508	-	11,889	-	-	

A. K. Smiley Public Library

Mission Statement:

The mission of the A. K. Smiley Public Library is to inspire lifelong learning by providing free and open access to information, thereby enhancing the community of Redlands. We accomplish this mission by providing access to:

- Current and classic books, periodicals, and audiovisual material for circulation to adults, teens, and children
- E-books, audiobooks, films, and electronic reference databases
- A diverse range of informational, educational and entertainment programming including in our Assembly Room and Contemporary Club facility
- Free usage of computers and high-speed Internet
- The Lincoln Memorial Shrine, a museum/library dedicated to Abraham Lincoln and the American Civil War
- The Museum of Redlands, which in the spring of 2025 will open as a museum dedicated to preserving the history and culture of our community
- The Adult Literacy Program, which assists those who seek to improve their reading, writing and conversational skills
- Smiley Heritage Tours, which provides cultural bus tours of Redlands to all fourth graders in the Redlands Unified School District area

Current Projects:

- Collaborating with FCS on installation of a new elevator and fire suppression door in the library's lower level (CSP priority C)
- Collaborating with the Redlands Historical Museum Association to open the Museum of Redlands in the spring of 2025, including exhibit creation (City Strategic Plan CSP priority A and C)
- Collaborating with the First Baptist Church to develop a new partnership to hold adult literacy meetings and events at their facility (CSP priority A and C)
- Expanding our programming, building on the success of such events as Smiley LIVE! Library Days, Family Day and our Dia de los Muertos celebration (CSP priority A and C)

Major Completed Projects:

- Expansion of the summer reading program from one (1) day a week to two (2) days a week for eight (8) weeks (CSP priority A and C)
- Installation of a new boiler which provides more ecologically efficient heating (CSP priority D)
- Formulation and adoption of the five-year library strategic plan by the Library Board of Trustees (CSP priority A and C)

DEPARTMENT/DIVISION
LIBRARY ADMINISTRATION

FUND							ORGKEY
GENERAL FUND							101190
OBJECT	2022-23 ACTUAL (AUDITED)	2023-24 ADJUSTED BUDGET	2023-24 12 MONTH ESTIMATED	2024-25 CITY COUNCIL ADOPTED	2025-26 CITY COUNCIL ADOPTED		
SALARIES AND BENEFITS							
5001	Salaries: Full-Time	1,456,379	1,856,466	1,624,639	1,803,657	1,875,843	
5002	Salaries: Part-Time	196,845	277,389	225,161	257,000	257,000	
5101	Overtime Salaries	-	-	49	-	-	
5202	Holiday Pay	15,043	-	22,220	-	-	
5204	Accrual Payout	30,917	-	3,948	-	-	
5301	Banked Leave Buy Back	15,189	40,017	39,737	39,055	49,592	
5401	Pension Contributions	434,566	454,345	485,172	556,175	550,765	
5501	FICA/Medicare	132,184	133,515	142,499	158,042	163,964	
5601	Deferred Compensation	17,195	14,355	16,619	44,496	31,386	
5701	Health/Dental Insurance	253,275	407,085	327,470	384,066	390,305	
5702	Workers' Comp Insurance	76,076	82,252	82,252	91,960	95,160	
5703	Disability Insurance	6,129	6,360	7,844	10,330	10,786	
5704	Unemployment Insurance	3,112	15,190	27,759	16,926	16,926	
5705	Life Insurance	1,359	1,260	1,418	1,512	1,512	
5801	Vehicle Allowance	4,800	4,800	7,000	4,800	4,800	
5802	Eyecare Reimbursement	2,400	4,500	4,500	7,200	7,200	
5803	Clothing Allowance	3,150	3,300	4,200	4,800	4,800	
5804	Uniform Rental	238	-	251	-	-	
5903	Other Taxable Benefits	2,390	35,947	3,274	3,600	3,600	
5905	Employee Wellness Program	756	-	390	-	-	
	TOTAL SALARIES AND BENEFITS	2,725,504	3,336,781	3,026,402	3,383,619	3,463,639	
SERVICES							
6102	Legal Services	37,770	-	-	-	-	
6106	Other Professional Services	377	101	4,570	100	102	
6304	Telephone	2,264	1,743	1,743	2,330	2,377	
6401	Meeting & Prof Development	166	-	209	375	383	
6403	Training	2,519	-	271	500	510	
6601	Postage	3,549	3,571	3,571	4,000	4,080	
6703	Software Support/Development	-	-	299	-	-	
6802	Info Tech Service Charges	325,909	25,909	25,909	5,262	4,636	
6803	City Garage Charges	-	-	1,811	3,473	3,618	
6901	Printing and Binding	1,569	1,643	1,643	1,725	1,760	
6906	Office Equip & Furn Rent	8,160	8,544	8,544	8,971	9,150	
6911	Bad Debt Expense	5	-	-	-	-	
6912	Reimbursed Expenditure	-	222,518	222,518	-	-	
	TOTAL SERVICES	382,287	264,030	271,088	26,736	26,615	
SUPPLIES							
7002	Office Supplies	6,338	6,547	6,547	6,874	7,011	
7004	Uniform/safety Clothing	35	-	-	-	-	
7101	Office Equipment & Furniture	-	-	-	40,000	-	
7102	Small Tools & Equipment	355	381	381	400	408	
7206	Vehicle Maintenance	-	-	-	1,000	1,020	
7208	Repair/Maintenance Supplies	2,713	3,071	3,071	3,225	3,290	

DEPARTMENT/DIVISION
LIBRARY ADMINISTRATION

FUND							ORGKEY
GENERAL FUND							101190
OBJECT		2022-23 ACTUAL (AUDITED)	2023-24 ADJUSTED BUDGET	2023-24 12 MONTH ESTIMATED	2024-25 CITY COUNCIL ADOPTED	2025-26 CITY COUNCIL ADOPTED	
SUPPLIES (CONT)							
7210	Building Supplies	1,790	2,415	2,415	1,890	1,928	
7211	Computer Components	-	-	-	18,000	-	
7301	Gasoline	-	-	-	1,500	1,530	
7810	Special Departmental Supplies	614	(0)	-	646	659	
7811	Books	-	-	-	5,000	5,100	
7812	Audio-Visual Materials	-	-	-	1,000	1,020	
7901	Non-Capital Expenditures	4,690	350,000	275,000	105,000	-	
	TOTAL SUPPLIES	16,535	362,414	287,414	184,535	21,966	
FIXED ASSETS							
8501	Other Betterments/Improv	-	105,000	-	-	-	
8503	Building Construction/Improv	-	421,226	-	-	-	
8801	Capital Lease	-	-	-	13,800	13,800	
	TOTAL FIXED ASSETS	-	526,226	-	13,800	13,800	
	DIVISION TOTAL	3,124,326	4,489,450	3,584,904	3,608,690	3,526,020	

**DEPARTMENT/DIVISION
LINCOLN SHRINE**

FUND
GENERAL FUND

ORGKEY
101191

OBJECT	2022-23 ACTUAL (AUDITED)	2023-24 ADJUSTED BUDGET	2023-24 12 MONTH ESTIMATED	2024-25 CITY COUNCIL ADOPTED	2025-26 CITY COUNCIL ADOPTED
SERVICES					
6601 Postage	239	182	250	255	260
TOTAL SERVICES	239	182	250	255	260
SUPPLIES					
7811 Books	525	1,075	375	1,075	1,097
TOTAL SUPPLIES	525	1,075	375	1,075	1,097
DIVISION TOTAL	764	1,257	625	1,330	1,357
DEPARTMENT TOTAL	3,125,090	4,490,707	3,585,529	3,610,020	3,527,376

DEPARTMENT/DIVISION
LIBRARY GRANTS

FUND						ORGKEY
GOVERNMENTAL GRANT FUND						200190
OBJECT		2022-23 ACTUAL (AUDITED)	2023-24 ADJUSTED BUDGET	2023-24 12 MONTH ESTIMATED	2024-25 CITY COUNCIL ADOPTED	2025-26 CITY COUNCIL ADOPTED
SERVICES						
6912	Reimbursed Expenditures	-	(222,518)	(222,518)	-	-
	TOTAL SERVICES	-	(222,518)	(222,518)	-	-
FIXED ASSETS						
8503	Building Const/Improv	-	667,553	667,553	-	-
	TOTAL FIXED ASSETS	-	667,553	667,553	-	-
	DIVISION TOTAL	-	445,035	445,035	-	-

(This page intentionally left blank)

Police Department

Mission Statement:

The Redlands Police Department is dedicated to enhancing public safety through trust, innovation, community partnership, and excellence in service.

Departmental Goals:

- Continue to provide outstanding service to internal and external customers.
- Develop leaders and develop succession planning strategies.
- Implement evidence-based measures to improve service, create efficiencies, and prevent and reduce crime.
- Improve recruitment and retention efforts to maintain a high-performing organization.
- Continue to strengthen the organizational culture.
- Develop a departmental strategic plan.
- Leverage available resources through the use of volunteers, analysts, technology, and data-driven solutions to create greater efficiencies.

Sustainability Efforts:

- Continue using a new vehicle profile for professional staff employees to reduce fuel usage and reduce carbon emissions.
- The department desires to create paperless systems when possible.

Performance Measures:

- Maintain crime clearance rates above the national average in 2024-2026.
- Identify emerging crime trends quickly and develop and implement targeted, evidence based strategies to address them.

Police Patrol Services Bureau

Program Description:

The Patrol Services Bureau is one of the most visible units in the department as it provides twenty-four (24) hour a day service to the residents of our community. Patrol officers respond to a wide variety of emergency and non-emergency calls for service. The Patrol Services Bureau is comprised of several sub-units, namely:

- **Patrol:** The Patrol teams are comprised of eight officers including the corporal and sergeant. Five patrol teams rotate schedules supplemented by civilian community service officers.
- **Field Training and Evaluation Program:** The Field Training and Evaluation Program is responsible for the development of recruits into competent solo police officers. Field training officers coordinate and deliver nearly six (6) months of training to new officers to prepare them to operate as solo police officers.
- **Reserves:** The Redlands Police Department Reserve Unit is comprised of volunteers from a variety of professions who live in the city or neighboring communities. Reserve officers receive extensive training in the many facets of law enforcement which they routinely put to use while assisting the department.
- **Explorers:** The Redlands Police Department Law Enforcement Explorer Post began in 1968 and has been the starting point for many future law enforcement officers. Young men and women interested in joining the program must be at least 15 years of age and no older than 21 years. The program is for youth interested in learning about the field of law enforcement.
- **Custody:** The department contracts with Allied Universal to provide custody officers who are responsible for the processing, booking, and transportation of prisoners.

Program Objectives:

- Respond to calls for service promptly and render appropriate assistance upon arrival.
- Conduct criminal investigations and prepare required documentation to be forwarded to Detectives, the District Attorney, and/or other agencies.
- Maintenance of a temporary custodial processing facility that complies with applicable state and federal law.
- Development of recruits into competent police officers.
- Maintain an atmosphere of positive and professional contact between all officers and members of our community.

Significant Program Changes:

- Maintaining safe staffing levels, in 2023 the Patrol Services Bureau shifted from a seven-team to a five-team rotation that eliminated swing shift/overlap coverage.
- In 2023, eleven (11) police recruits successfully completed the Field Training Program to become solo police officers.
- Currently, twelve (12) candidates are in backgrounds to fill vacancies, which includes six (6) lateral prospects and six (6) police recruit prospects.
- The addition of two (2) Police Commanders in 2023 allows one Commander to solely focus on overseeing the Patrol Services Bureau.
- Patrol sector deployment in 2024 should allow for increased community engagement, greater officer familiarity with a specific geographic area, more effective identification and addressing of crime trends, and more efficient response times.

DEPARTMENT/DIVISION
PATROL SERVICES

FUND						ORGKEY
GENERAL FUND						101200
OBJECT	2022-23 ACTUAL (AUDITED)	2023-24 ADJUSTED BUDGET	2023-24 12 MONTH ESTIMATED	2024-25 CITY COUNCIL ADOPTED	2025-26 CITY COUNCIL ADOPTED	
SALARIES AND BENEFITS						
5001	Salaries: Full-Time	9,263,101	12,460,609	10,482,290	12,968,174	13,826,878
5002	Salaries: Part-Time	-	-	-	25,910	25,910
5003	Labor Code Sec 4850	97,193	-	160,216	112,151	117,759
5101	Overtime Salaries	1,066,896	1,096,254	1,097,720	1,151,067	1,208,620
5102	O.T. Reimbursable	218,640	195,189	195,189	204,948	215,196
5104	Major Crime OT	31,403	184,669	184,669	193,902	203,598
5105	Overtime: Court/Other	76,572	133,954	134,406	140,652	147,684
5201	Stand By	14,875	-	15,000	15,750	16,538
5202	Holiday Pay	142,262	-	135,391	-	-
5203	Bonus	74,857	-	56,323	-	-
5204	Accrual Payout	613,052	-	563,860	-	-
5301	Banked Leave Buy Back	744,425	1,875,406	797,122	1,350,504	1,563,817
5401	Pension Contributions	6,004,108	6,880,473	6,599,448	7,993,497	8,710,005
5501	FICA/Medicare	232,732	263,686	254,463	288,320	308,220
5601	Deferred Compensation	242,869	87,588	270,471	316,711	371,209
5701	Health/Dental Insurance	1,401,110	2,026,462	1,653,403	2,215,957	2,320,836
5702	Workers' Comp Insurance	1,012,660	1,214,522	1,214,522	1,291,803	1,335,917
5703	Disability Insurance	7,152	11,936	8,391	13,002	13,754
5704	Unemployment Insurance	7,108	45,570	40,451	48,391	49,476
5705	Life Insurance	5,488	6,615	5,615	6,962	7,119
5802	Eyecare Reimbursement	658	4,050	4,210	5,100	5,100
5803	Clothing Allowance	199,735	300,375	303,575	325,350	333,350
5903	Other Taxable Benefits	51,765	585,539	61,370	68,400	68,400
5904	Tuition Reimbursement	-	-	6,453	-	-
	TOTAL SALARIES AND BENEFITS	21,508,659	27,372,897	24,244,558	28,736,552	30,849,385
SERVICES						
6102	Legal Services	10,768	-	46,830	47,767	48,722
6402	Travel Expense/Reimbursement	2,852	-	4,000	4,080	4,162
6710	Special Contractual Services	277,542	344,017	334,017	340,697	347,511
6802	Info Tech Service Charges	722,926	777,707	777,707	601,632	530,009
	TOTAL SERVICES	1,014,088	1,121,724	1,162,554	994,176	930,404
	DIVISION TOTAL	22,522,747	28,494,621	25,407,112	29,730,728	31,779,789

Police Communications Unit

Program Description:

The Communications Unit is a significant component of the Police Department, providing a vital link between the community and public safety personnel. Communication personnel are often the first contact in a resident's emergency. Communications personnel interpret the individual's needs and coordinate the response of appropriate services to meet those needs. These highly trained individuals are responsible for assisting callers on more than twenty-five incoming telephone lines and other forms of communication- including 911 emergency, alternate emergency, business lines, text-to-911 and email-to-911. In addition to answering the multitude of phone lines, communications personnel are tasked with dispatching calls via radio and a Computer Aided Dispatch (CAD) system. They also monitor over a dozen different radio channels. These radio channels include all the frequencies utilized by the various units of the department, local government, and other allied agencies. The Communications Unit also utilizes a variety of cameras from various locations in town to support responding units on call for service and by providing an additional resource to ensure site security at the various locations.

Program Objectives:

- Answer all incoming calls on emergency, alternate emergency, and business lines expeditiously and courteously, instantly prioritizing, and relaying calls to police personnel in the field by entering designated calls for service into the CAD system, or immediately transferring the call to the appropriate agency for response.
- Monitor and utilize over 160 cameras placed at various locations throughout the City of Redlands.
- Monitor and respond to all texts and emails to 911.
- Dispatch calls for service.
- Process requests from officers in the field, including the response of additional personnel, equipment, and/or resources.
- Facilitate and prioritize telephone contacts and communication between the public, public safety agencies and other City departments.

Significant Program Changes:

- Maintained minimum staffing due to chronic staffing shortages in the center by re-implementing stand-by duty to ensure coverage in the event of call-offs.
- Requisitions for the Police Dispatcher position were posted twice in 2023 and once so far in 2024.
- There was a total of four (4) dispatch trainees during 2023. Two were reassigned to the Records Unit, and two are still in the training process

Accomplishments:

- Dispatchers were active in the community attending various department events, such as: Read Across America Day at local elementary schools, Cops N Kids game at San Manuel Stadium, Coptober Community Fair at Ranch Market, Thanksgiving Tuesday at Sylvan Park, and Heroes and Helpers!
- Continued Quality Assurance and Review Program in which supervisors review calls to ensure Police Department customer service expectations, departmental protocols, and guidelines are met.
- Continuous monitoring and entering applicable requests received via CitySourced, the City's work order system for residents.
- Dispatchers handled 28 tracker activations received via the GPS Tracking System.
- Dispatchers utilized city cameras 603 times on calls for service.
- Dispatchers answered 47 texts to 911.
- Dispatchers answered 50,053 911 calls, an 18% decrease from the previous year.
- Dispatchers answered 109,993 business and alternate emergency lines, a 7% increase from last year.
- There were 47,999 calls for service, a 5% increase from last year.

**DEPARTMENT/DIVISION
COMMUNICATIONS**

FUND
GENERAL FUND

ORGKEY
101201

OBJECT	2022-23 ACTUAL (AUDITED)	2023-24 ADJUSTED BUDGET	2023-24 12 MONTH ESTIMATED	2024-25 CITY COUNCIL ADOPTED	2025-26 CITY COUNCIL ADOPTED
SALARIES AND BENEFITS					
5001 Salaries: Full-Time	939,555	1,135,889	1,033,362	1,314,709	1,374,752
5101 Overtime Salaries	86,276	121,942	121,942	128,039	134,441
5102 O.T. Reimbursable	344	-	858	-	-
5201 Stand By	-	30,319	30,319	31,835	33,427
5202 Holiday Pay	94,722	-	93,854	-	-
5203 Bonus	65,000	-	3,000	-	-
5204 Accrual Payout	5,598	-	16,282	-	-
5301 Banked Leave Buy Back	20,284	22,110	17,925	31,251	40,555
5401 Pension Contributions	293,469	360,989	302,445	410,432	408,658
5501 FICA/Medicare	90,537	91,387	95,489	105,307	110,612
5601 Deferred Compensation	9,460	15,480	7,310	15,480	15,480
5701 Health/Dental Insurance	228,105	418,768	225,500	347,247	353,188
5702 Workers' Comp Insurance	49,795	53,838	53,838	49,297	51,012
5703 Disability Insurance	10,257	13,075	11,680	15,155	15,918
5704 Unemployment Insurance	1,523	7,812	6,808	7,812	7,812
5705 Life Insurance	979	1,134	848	1,134	1,134
5802 Eyecare Reimbursement	313	4,050	4,050	5,400	5,400
5803 Clothing Allowance	24,650	30,600	30,600	30,600	30,600
5903 Other Taxable Benefits	585	15,349	2,250	1,200	1,200
TOTAL SALARIES AND BENEFITS	1,921,453	2,322,742	2,058,360	2,494,898	2,584,189
SERVICES					
6703 Software Support/Development	-	117,765	85,000	-	-
6710 Special Contractual Services	6,925	6,615	6,615	6,750	6,885
6802 Info Tech Service Charges	213,322	229,487	229,487	137,081	120,762
6906 Office Equip & Furn Rent	-	1,200	-	-	-
6907 Comms Service & Rental	282,433	378,327	378,327	385,894	393,611
TOTAL SERVICES	502,680	733,394	699,429	529,725	521,258
SUPPLIES					
7101 Office Equipment & Furniture	10,002	11,888	11,888	12,126	12,368
7102 Small Tools & Equipment	590	4,661	-	4,754	4,849
7203 Office Equipment Maintenance	-	2,756	-	2,811	2,867
7211 Computer Components	-	6,400	6,400	6,528	6,659
7810 Special Departmental Supplies	5,680	6,064	10,725	6,185	6,309
TOTAL SUPPLIES	16,271	31,769	29,013	32,404	33,052
DIVISION TOTAL	2,440,404	3,087,905	2,786,802	3,057,027	3,138,500

Police Support Services Bureau

Program Description:

The Support Services Bureau is comprised of diverse responsibilities that affect all operations of the department. The goal of the Support Services Bureau is to supply the necessary equipment, provisions, and support personnel to facilitate the delivery of efficient and courteous public safety services to residents of Redlands. The Support Services Bureau is comprised of the following units: Office of the Chief of Police, Operations Manager, Records, and Fleet.

The Office of the Chief of Police is comprised of the Chief, two (2) Deputy Chiefs, one (1) Executive Assistant, one (1) Management Analyst, one (1) Operations Coordinator, one (1) Administrative Services Commander, one (1) Personnel & Training Sergeant, and one (1) Sergeant assigned to Professional Standards. The Deputy Chiefs oversee the day-to-day operations of the department. The Chief's Executive Assistant is the community's primary point of contact for the Office, handling complex and confidential executive-level administrative and secretarial duties for the management staff. The Executive Assistant also coordinates special projects and events and maintains the department's personnel files. The Management Analyst's responsibilities include ensuring the department's needs are being met through budget development and monitoring, purchase requisitions, grant coordination, and payroll processing. The Operations Coordinator's responsibilities include the coordination of new hire background investigations for all staff and volunteer positions. Backgrounds conducted also include applicants for massage therapists and solicitor permits. The Operations Coordinator also oversees and maintains all training files and ensures that the entire department's training requirements through POST, legislative, and department mandates are met. The Administrative Services Commander oversees both the Professional Standards Sergeant and the Personnel and Training Sergeant. The Professional Standards sergeant oversees internal investigations and personnel issues and is the point of contact for the community for any inquiries and complaints. The Personnel and Training Sergeant oversees the development and deployment of internal training, as well as recruitment and wellness efforts.

The Operations Manager oversees the Records Unit, Communications Unit, building maintenance, and fleet operations. The Operations Manager also performs other specialized duties and works daily with other City staff to ensure a timely response to inquiries from the police department.

The Records Unit consists of a supervisor and eight (8) full-time Records Specialists who are responsible for the maintenance and security of all criminal records, as well as processing all reports, citations, traffic collisions, pre-employment checks, and other records produced by the various departmental units. Records Specialists are also primary points of contact for the community when requesting records. Records personnel are also responsible for cross-reporting to other law enforcement agencies, the District Attorney, courts, Department of Children & Family Services, Department of Motor Vehicles, Parole, Probation, and the Department of Justice (DOJ). The Unit also acts as the court liaison and is responsible for the delivery of all reports to the District Attorney and courts. Unit personnel process all subpoena and Discovery requests and provide evidentiary items such as audio recordings, 911 recordings, photographs, and video requests. Additional duties of the Unit include registration and updates into the California Sex and Arson Registry (CSAR) for all arson and sex registrants who reside in the City of Redlands.

The Records Supervisor serves as the Custodian of Records for the Department and is responsible for requests under the California Public Records Act, Freedom of Information Act, approved Petitions to Seal Records, as well as all DOJ/CJIS audits, monthly validations, and the reporting of NIBRS-compliant data to the California Incident Based Reporting System (CIBRS). The Records Supervisor is also designated as the Agency CLETS Coordinator (ACC) and is responsible for ensuring compliance with CA DOJ/FBI policies and regulations, as well as CLETS training and testing required by CA DOJ.

Program Objectives:

- Ensure all department members receive mandated training.
- Provide expedient service to police officers, court officials, residents, and the media when records information has been requested.
- Collect, store, and release records in accordance with state laws.
- Provide excellent customer service to the community by demonstrating trustworthiness, respect, and care at all times.
- Ensure transparency through the consistent and accurate reporting of crime and statistical data.

Significant Program Changes:

- In 2023, a full-time Administrative Assistant was added to provide administrative support and assistance to staff, management, and the public.
- At mid-biennium budget, two (2) new Record Specialists were added to address an increase in discovery needs and public records requests.
- At mid-biennium budget, one new Commander was added to directly oversee the Professional Standards Sergeant and a Sergeant assigned to Training/Hiring.

Accomplishments:

- Redlands Police Department has successfully completed the transition to the FBI's National Incident Based Reporting System (NIBRS) and California Incident Based Reporting System (CIBRS) for the reporting of statistical crime data.
- Following the transition to a tier-based registration system designated by the Department of Justice, Records personnel have assisted several registrants with the documents required to petition for termination of their sex offender registration requirement. The Records Unit has received and processed several petitions which have been approved by the courts.
- The department successfully submitted all applicable Racial and Identity Profiling Act (RIPA) data to the Department of Justice.
- The Training Department is committed to performing comprehensive background investigations to ensure the department's standards and commitment to excellence are met with each new hire. There were approximately 36 requisitions flown, 111 background investigations conducted on sworn and professional staff applicants, 24 background investigations completed, and 29 applicants hired and onboarded.

DEPARTMENT/DIVISION
SUPPORT SERVICES

FUND						ORGKEY
GENERAL FUND						101202
OBJECT	2022-23 ACTUAL (AUDITED)	2023-24 ADJUSTED BUDGET	2023-24 12 MONTH ESTIMATED	2024-25 CITY COUNCIL ADOPTED	2025-26 CITY COUNCIL ADOPTED	
SALARIES AND BENEFITS						
5001 Salaries: Full-Time	1,373,316	2,008,340	1,493,189	1,554,030	1,634,278	
5002 Salaries: Part-Time	61,304	186,753	119,404	144,270	144,270	
5003 Labor Code Sec 4850	80,421	-	-	-	-	
5101 Overtime Salaries	57,083	63,750	63,750	66,938	70,284	
5102 O.T. Reimbursable	13,828	13,780	13,780	14,469	15,192	
5104 Major Crime OT	353	5,000	5,000	5,250	5,513	
5105 Overtime: Court/Other	227	2,200	2,200	2,310	2,426	
5201 Stand By Pay	-	-	700	-	-	
5202 Holiday Pay	29,737	-	14,676	-	-	
5203 Bonus	53,587	-	-	5,479	5,868	
5204 Accrual Payout	136,943	-	51,513	-	-	
5301 Banked Leave Buy Back	61,091	133,790	53,871	49,510	56,968	
5401 Pension Contributions	739,532	725,827	795,492	479,435	484,897	
5501 FICA/Medicare	82,694	89,199	88,743	98,903	103,189	
5601 Deferred Compensation	215,440	77,589	119,657	80,164	109,536	
5701 Health/Dental Insurance	225,528	312,452	263,286	343,355	349,130	
5702 Workers' Comp Insurance	55,328	59,820	59,820	68,468	70,850	
5703 Disability Insurance	4,968	5,838	5,930	7,131	7,460	
5704 Unemployment Insurance	1,514	9,548	11,770	10,850	10,850	
5705 Life Insurance	933	1,008	947	1,071	1,071	
5802 Eyecare Reimbursement	405	3,150	3,150	4,800	4,800	
5803 Clothing Allowance	10,250	11,225	11,950	9,975	9,975	
5903 Other Taxable Benefits	4,598	44,407	6,074	5,550	5,550	
5905 Employee Wellness Program	860	900	-	-	-	
TOTAL SALARIES AND BENEFITS	3,209,941	3,754,576	3,184,902	2,951,958	3,092,107	
SERVICES						
6005 License & Permits	123	168	168	171	175	
6007 Penalties	-	-	3	-	-	
6102 Legal Services	79,368	60,638	300,000	61,851	63,088	
6105 Medical/Physicals	54,240	99,446	99,446	101,435	103,464	
6304 Telephone	149,821	148,838	76,815	151,815	154,851	
6307 Electricity & Gas	4,790	4,961	3,208	5,060	5,161	
6402 Travel Expense/Reimbursement	76,135	115,750	115,750	118,065	120,426	
6403 Training	163,255	253,691	177,693	166,520	169,850	
6601 Postage	3,480	7,900	7,900	8,058	8,219	
6702 Fingerprinting	3,895	10,475	10,475	10,685	10,898	
6703 Software Support/Development	9,000	5,000	9,000	19,120	9,000	
6710 Special Contractual Services	103,807	173,359	146,585	166,587	178,526	
6802 Info Tech Service Charges	237,025	254,986	254,986	167,543	147,597	
6803 City Garage Charges	696,170	741,487	966,172	1,261,561	1,305,845	
6901 Printing and Binding	5,119	16,500	7,100	16,830	17,167	
6904 Land and Building Rent	5,400	5,400	5,400	5,508	5,618	
6906 Office Equip & Furn Rent	11,263	22,050	22,050	22,491	22,941	
6908 Other Rent	-	-	5,315	-	-	
6909 Subscriptions & Memberships	16,462	8,655	8,655	8,828	9,005	
6910 Labor	-	-	800	-	-	
6911 Bad Debt Expense	-	-	30	-	-	
TOTAL SERVICES	1,619,351	1,929,304	2,217,551	2,292,127	2,331,831	

DEPARTMENT/DIVISION
SUPPORT SERVICES

FUND
GENERAL FUND

ORGKEY
101202

OBJECT	2022-23 ACTUAL (AUDITED)	2023-24 ADJUSTED BUDGET	2023-24 12 MONTH ESTIMATED	2024-25 CITY COUNCIL ADOPTED	2025-26 CITY COUNCIL ADOPTED
SUPPLIES					
7001 Books & Supplies	-	700	700	700	700
7002 Office Supplies	18,306	43,549	43,549	44,420	45,308
7004 Uniform/Safety Clothing	161,531	157,124	157,124	160,266	163,472
7005 Photo & Copying Supplies	966	10,475	10,475	10,685	10,898
7101 Office Equipment & Furniture	7,037	834,737	834,737	7,177	7,321
7102 Small Tools & Equipment	7,004	42,867	42,867	160,414	161,289
7205 Machinery & Equip. Maint.	2,045	13,616	13,616	13,888	14,166
7206 Vehicle Maintenance	56,661	32,425	42,425	33,074	33,735
7209 Janitorial Supplies	8	-	-	-	-
7804 Medical Supplies	538	10,198	10,198	10,402	10,610
7805 Weapons & Ammunitions	74,184	120,042	120,042	122,443	124,891
7807 Food	5,394	11,300	10,000	11,526	11,757
7810 Special Departmental Supplies	176,473	116,962	216,962	119,301	121,687
7901 Non-Capital Expenditures	105,483	267,364	95,613	95,613	95,613
TOTAL SUPPLIES	615,630	1,661,359	1,598,308	789,909	801,447
FIXED ASSETS					
8501 Other Betterments/Improv	-	74,376	74,376	-	-
8701 Office Furniture	-	6,274	6,274	-	-
8704 Motor Vehicles	302,255	53,157	53,157	-	-
8706 All Other Equipment	-	87,500	87,500	-	-
8801 Capital Lease	74,358	826,106	1,237,363	1,416,245	917,652
TOTAL FIXED ASSETS	376,613	1,047,413	1,458,670	1,416,245	917,652
DEBT SERVICE					
9002 Principal-Lease	189,231	-	-	-	-
9102 Interest-Lease	2,482	-	-	-	-
TOTAL DEBT SERVICE	191,713	-	-	-	-
DIVISION TOTAL	6,013,248	8,392,652	8,459,431	7,450,239	7,143,037

Police Community Services Bureau

Program Description:

The Community Services Bureau works closely with residents and business owners to prevent crime, solve problems, and enhance the quality of life of Redlands' residents. The Community Services Bureau is comprised of several sub-units, namely:

- **Traffic and Special Events Unit:** One Sergeant and a traffic corporal are assigned to the Traffic and Special Events Unit. The sergeant is responsible for coordinating the efforts of the community service officers assigned to parking control that enforce parking standards throughout the city. The sergeant also manages all the Office of Traffic Safety (OTS) grants which encompass sobriety checkpoints, Click It or Ticket operations, additional traffic enforcement, and DUI saturation patrols during special events and holidays. In addition to traffic duties, the sergeant, corporal, and parking control officers organize traffic flow for all of the special events in town such as the Christmas Parade, Redlands Bicycle Classic, Run Through Redlands, Lincoln Pilgrimage Parade, high school graduation ceremonies, several triathlon/5-10 K runs, and approximately thirty additional special events that are held on weekends that require traffic control. The sergeant also supervises the Citizen Volunteer Unit, the Community Policing Unit, and the two school resource officers.
- **Community Policing Unit:** Two officers are assigned to the Community Policing Unit. The community policing officers (CPOs) are committed to addressing issues such as homelessness and ongoing crime problems, and they promote long-term interactions with community members and local businesses. CPOs work closely with the community and faith-based organizations to strengthen community relationships while working towards common goals of public safety and well-being. They also spearhead department youth programs and assist in special events.
- **School Resource Officers:** Two officers have been assigned to work as school resource officers (SROs). The SROs work with the Redlands Unified School District to improve the safety of students and staff at the selected schools and to reduce crime committed by juveniles and young adults. Moreover, the SROs establish a trusting channel of communication with students, parents, and teachers. The SROs serve as positive role models to instill in students good moral standards, good judgment and discretion, respect for other students, and a sincere concern for the school community. One officer is assigned to Redlands High School, while the other officer is assigned to Citrus Valley High School. Both positions are funded by the Redlands Unified School District.
- **Triage, Engagement, and Support Teams (TEST):** One San Bernardino County Department of Behavioral Health TEST team member is assigned to work in the Redlands Police Department to assist both community policing officers and patrol officers in providing services to residents. Triage teams specialize in crisis intervention, continuum of care, and intensive case management for individuals experiencing an urgent psychiatric health condition with up to 59 days of individualized linkage and follow-up services. The goal is to improve consumer experience by improving access to mental health services with local staff and rapid response times, allowing the consumer to possibly stay within their community by strengthening their opportunity for recovery and wellness while reducing involvement with the criminal justice system, reducing frequencies of emergency room visits and/or unnecessary hospitalization. While a valuable resource, there has been a high degree of turnover of TEST staff since its inception.

- **Citizen Volunteers:** The Department also has a Citizen Volunteer Unit consisting of hardworking men and women who have chosen to give back to their community. After a person completes the application process to join the Citizen Volunteer Unit, they complete a preparation academy. This intensive training gives them an understanding of the various components of the department and the expectations of the community. After their initial training, the CVs patrol the city in specially marked patrol units and serve as the “eyes and ears” of the department. They provide a lookout for illegal activities, carry a police radio, and are in constant contact with Dispatch and the officers on duty.
- **Community Engagement Team (CET):** CET was established in February of 2024. The team consists of one (1) Sergeant, one (1) Corporal, and four (4) police officers. The team’s primary focus will be to address retail theft and transient related problems in business districts. CET builds strong relationships with local business owners and other members of the community.
- **Crime Analyst:** One crime analyst has been added to the Community Policing Bureau. She has completed several projects including a downtown parking enforcement map for the city, downtown crime study dashboard, and deployment scenarios for CET and other community policing teams. She continues to analyze information related to the city’s business districts in order to maximize safety in those areas.

Program Objectives:

- Support the department’s community policing and problem-solving efforts through active participation and input on issues.
- Conduct proactive patrols and take the appropriate enforcement action.
- Reduce the number of traffic collisions by enforcing traffic laws.
- Reduce the number of traffic collisions caused by DUI drivers by conducting DUI checkpoints.
- Work with the Redlands Unified School District to improve the safety of students and staff at the selected schools and to reduce crime committed by juveniles and young adults.
- Work with the Department of Behavioral Health to improve the consumer experience.
- Maintain a strong, viable volunteer program that assists department members in their efforts to provide a safe and sustainable community.
- Continue to foster strong relationships with local businesses and focus on the changing needs of our local business districts.

Accomplishments:

- The Traffic and Special Events Unit assisted with traffic control and in providing public safety services at several special events in town such as the Redlands Bicycle Classic, Redlands Bowl Summer Music Festival, and Run thru Redlands, commencement and graduation ceremonies, and other outdoor events.
- The Traffic Unit continued its regular enforcement duties, and the department was awarded the Office of Traffic Safety Selective Traffic Enforcement Program grant for 2022/2023 in the amount of \$145,820.37. The grant provides funding to conduct ten (10) DUI checkpoints, twelve (12) DUI saturation patrols, three (3) Know Your Limit campaigns, one (1) collaborative DUI and traffic enforcement with partner agencies, eighteen (18) different traffic enforcement operations, and a traffic safety education class. Thus far, the Traffic Unit has investigated a total of eight (8) traffic fatalities during the fiscal year.
- The Community Policing Unit continues to foster positive police-community relationships by coordinating and participating in numerous community policing events and youth leadership activities and programs. Many of these community events are sponsored by the Redlands Police Community Foundation (RPCF), a non-profit organization dedicated to providing additional support to the Redlands Police Department, including the “Coptober Community Fair,” the serving of community Thanksgiving meals, Blue Christmas, Heroes and Helpers, and other youth leadership events throughout the year.

Members of the Citizen Volunteer Unit donated approximately 5,000 hours in 2022-2024. Volunteers are a vital part of the department's strategy to meet the public safety needs of the community. The operational expenses of the Citizen Volunteer Unit are funded through the RPCF.

- The SROs continue to be stationed at Redlands High School and Citrus Valley High School which allows them to have ongoing police presence and positive interactions with Redlands Unified School District students and staff. During 2022/2023 the SROs developed a program called Cops N Kids N Hoops. The SROs work with local high schools and businesses to provide local youth with the opportunity to attend an NBA basketball game with members of the Redlands Police Department.
- CET has already had a noticeable impact on retail crime in the city. They have worked with local businesses to plan and implement multiple large-scale operations at our local shopping centers. CET has also established a strong working relationship with the city's Homeless Solutions Team. Officers continue to address problems associated with homelessness by taking a proactive and holistic approach to solving issues. Officers have helped some homeless obtain housing and other resources. Additionally, they have worked with several agencies to clean up approximately 35 homeless camps in the City of Redlands between 2022 and 2024. The department has also implemented and maintained a strategy that keeps city parks free from homeless encampments by offering individuals a bed in a local transitional housing facility. Funding to continue this strategy has been secured into the next year.

DEPARTMENT/DIVISION
COMMUNITY SERVICES

FUND
GENERAL FUND

ORGKEY
101204

OBJECT	2022-23 ACTUAL (AUDITED)	2023-24 ADJUSTED BUDGET	2023-24 12 MONTH ESTIMATED	2024-25 CITY COUNCIL ADOPTED	2025-26 CITY COUNCIL ADOPTED
SALARIES AND BENEFITS					
5401 Pension Contributions	4,995	-	-	-	-
5501 FICA/Medicare	321	-	-	-	-
5701 Health/Dental Insurance	6	-	-	-	-
5702 Workers' Comp Insurance	35,963	-	-	-	-
5703 Disability Insurance	16	-	-	-	-
5803 Clothing Allowance	15,206	-	-	-	-
TOTAL SALARIES AND BENEFITS	56,506	-	-	-	-
SERVICES					
6710 Special Contractual Services	21,064	42,446	42,446	43,295	44,161
6802 Info Tech Service Charges	154,066	165,741	165,741	129,465	114,053
TOTAL SERVICES	175,130	208,187	208,187	172,760	158,214
SUPPLIES					
7806 Promotional Supplies	3,266	6,504	6,504	6,634	6,767
TOTAL SUPPLIES	3,266	6,504	6,504	6,634	6,767
DIVISION TOTAL	234,902	214,691	214,691	179,394	164,981

Police Special Services Bureau

Program Description:

The Redlands Police Department's Investigations Unit is responsible for conducting criminal investigations and unresolved field investigations. Following up on the initial efforts of patrol and community service officers, the Investigations Unit's mission is to identify and apprehend those responsible for the commission of various crimes, such as homicides, sexual assaults, robberies, burglaries, thefts, aggravated assaults, and facilitate the recovery of stolen property. The Investigations Unit is also responsible for protecting the innocent and wrongfully accused. Criminal investigations include gathering information, interviewing parties, and collecting evidence. The arrests of offenders and recovery of stolen property are accomplished through the evaluation of crime trends and patterns, the identification and location of past and probable offenders, and the utilization of modern police technology and forensic sciences. By developing and maintaining active relationships between the RPD and other law enforcement agencies, social service organizations, local citizen groups, and the District Attorney, the investigators successfully bring criminal cases to prosecution and conviction.

The Investigations Unit is comprised of the following:

- Violent Crimes: This sub-unit has primary responsibility for homicides, rapes, assaults, robberies, and other acts of violence against adults.
- Special Victims: This sub-unit has primary responsibility for crimes against children, the disabled and elderly.
- Property Crime: This sub-unit is responsible for burglaries, fraud, identity theft, vehicle theft, and other theft-related crimes.
- Internet Crime Against Children (ICAC): This sub-unit is associated with Los Angeles Police Department's ICAC Task Force and is responsible for investigating Internet crimes against children. Reports are generated through the National Center for Missing and Exploited Children (NCMEC). NCMEC receives the reports from electronic service providers and persons who report directly on their website.
- Crime Analysis: This sub-unit has primary responsibility for analyzing crime trends, series, and patterns to increase the department's ability to investigate and apprehend criminals, as well as control crime.
- Forensics Unit: This sub-unit works closely with the Investigations Unit, other members of the Special Services Bureau, and the Patrol Services Bureau handling various types of calls including sex crimes, homicides, and property crimes.
- Property and Evidence: This sub-unit assists by properly retaining and maintaining all property and evidence. They are also responsible for the transportation of items of evidence for additional processing to the San Bernardino County Sheriff's Crime Lab.

Program Objectives:

- Investigate crimes to disposition, including arrest, prosecution, and conviction.
- Develop and implement strategies to address crime trends, patterns, and series.
- Train and educate patrol officers in specialized criminal investigations and procedures.

Significant Program Changes:

- A sergeant position was reassigned from the department's Street Enforcement Team to the Investigations Unit to supervise property crime detectives and the Property and Evidence Section.
- A digital forensics analyst was added to the Forensics Unit to assist department personnel with the examination, identification, preservation, and analysis of digital evidence related to investigations.

Accomplishments:

- Detectives were called out to assist with a home invasion robbery of an 82-year-old victim. Excellent forensic work provided a lead for detectives to identify a suspect. This suspect was later located and arrested.
- Detectives followed up on a robbery in a business center parking lot where an elderly woman was dragged to the ground while trying to hold onto her purse. The suspect committed a similar robbery in San Bernardino and was arrested. Redlands detectives were able to book the suspect into county jail for Redlands robbery.
- A 14-year-old runaway juvenile found in a motel room in Redlands with an adult male later disclosed that sex acts had been committed. Detectives followed up and located video evidence that the crime had occurred. The suspect was located and arrested.
- Detectives investigated a report of historical sex crimes with a minor. The male suspect had sexually assaulted two of his half-sisters for years. Detectives collected evidence and built a case against the suspect. The suspect was later arrested by detectives.
- Detectives responded to assist Patrol at the scene of a homicide. It was determined two brothers attacked their sister's boyfriend because he had been verbally abusing their sister. During the physical altercation, a knife was used to fatally stab the victim. Through a lengthy investigation, the suspects were both arrested.
- Detectives followed up on multiple burglaries at an Amazon warehouse with over \$60,000 in losses. During the investigation, three suspects were arrested and over \$14,000 in merchandise was recovered.
- Detectives investigated a robbery series where six robberies occurred at fast food establishments in town. During one of the attempted robberies, a good Samaritan fought with the suspect and was able to remove an article of clothing during the altercation. A distinct article of clothing and a pellet gun were recovered by patrol officers after the altercation. The same suspect was believed to have committed similar armed robberies based on weapon, clothing, and threats to shoot employees at fast food establishments in Los Angeles, Riverside, and San Bernardino Counties (15 total). Over the course of the investigation, with great forensic work (fingerprint and DNA evidence) two persons of interests were located. Redlands detectives took over as primary due to the number of robberies committed in Redlands and submitted a case to the District Attorney's Office on the suspect. The suspect is currently in Arizona on an unrelated case.
- Detective responded to assist Patrol with a shooting that occurred in a roadway during daylight hours. Two victims were seated inside of their vehicle when the suspect pulled alongside of them and fired about 11 rounds at the victims. Both victims were struck by the gunfire and received life-threatening injuries. Detectives arrested and booked the suspect into county jail.
- Detectives conducted a 15-month-long investigation with Homeland Security Investigators into sex trafficking of underage females that spanned from California to Nevada to Texas to Colorado. Two female victims, a fourteen-year-old and a fifteen-year-old were rescued. Federal indictments were issued for three suspects who were all located and arrested.

- A business notified RPD that an employee found a digital video camera in their restroom, and patrol officers responded to take custody of the camera. The RPD Digital Forensic Examiner analyzed the recordings on the device and believed it was a hidden camera set up in the restroom to surreptitiously record customers. Detectives authored a search warrant that was served by MET, and the suspect was contacted and arrested. Under Miranda, the suspect confessed to planting the hidden camera.
- An RPD Community Service Officer notified detectives that he had identified a suspect who had been stealing from a local business multiple times a day. Detectives determined the suspect had stolen from the business thirty-two times. A majority of the thefts were felonies, and the incidents were all captured on video surveillance. Detectives showed witnesses photographic lineups and they positively identified the suspect. Patrol officers located the first suspect and arrested him. During an interview, he confessed to the thefts and gave the name of another suspect in three separate thefts at the business to detectives. The suspect was charged with twenty grand thefts. The second suspect was arrested and charged as well.
- The Internet Crimes Against Children (ICAC) sub-unit has identified and arrested two suspects with a total of over 10,000 images of Child Sexual Abuse Material (CSAM) in the course of their investigations.
- Suspects from the City of Compton burglarized two businesses in downtown Redlands, taking safes, money, and a firearm. Detectives discovered that suspects were arrested in the City of Colton on separate charges. While reviewing reports and evidence seized during that arrest, the suspects were tied to two additional burglaries in Redlands. Arrest warrants for burglary and grand theft were obtained for both suspects. One suspect has since been arrested for the warrant in Los Angeles County. The other remains at large.
- RPD officers responded to a shooting in which two victims received life-threatening injuries. Detectives later identified the suspect and obtained an arrest warrant for him. RPD SWAT served a search warrant and arrested the suspect for attempted murder. The suspect's cousin was arrested for being a felon in possession of ammunition.
- Patrol officers responded to a suspicious circumstances call at a jewelry store. The reporting party said three subjects came into the store acting suspicious. He felt they were going to rob the business, so he locked the front door. The suspects then left the location in a vehicle. A patrol corporal sent a "Be on the Look Out" alert to surrounding law enforcement agencies detailing the circumstances and the vehicle. Later that day, Fontana Police Department stopped the vehicle and arrested four suspects in custody for a robbery committed in their jurisdiction. RPD detectives interviewed the suspects, two of whom gave full confessions to being involved in the earlier incident in Redlands. Three of the suspects were charged with conspiracy and attempted robbery. One of the suspects confessed to being involved in a robbery that occurred at another jewelry store in Redlands earlier in the year. He was charged in that case as well.

Police Special Operations Unit

Program Description:

RPD's Special Operations Unit was created to lead the department's proactive efforts to intervene in street-level felonious crime through prevention, intervention, and suppression of criminal activity. The Special Operations Unit is comprised of the following:

Multiple Enforcement Team (MET): A proactive group of officers whose responsibilities include monitoring and suppressing gang activity, addressing emerging crime patterns and series, and conducting investigations of gang-related crimes. MET suppresses gang activities and crime patterns through street contacts, intelligence gathering, and selective enforcement. MET works with San Bernardino County Probation and California Department of Corrections and Rehabilitation's Division of Adult Parole Operations and participates in countywide gang suppression activities. The team relies heavily on crime data and analysis to perform its mission. MET is also responsible for the apprehension of suspects who have committed serious crimes in the City of Redlands. MET also handles all criminal extraditions for the RPD. This requires team members to travel to different jurisdictions or states to retrieve wanted suspects who have been apprehended for crimes committed in Redlands. One MET officer is the handler for the department's explosive detection dog. MET also has one officer assigned to IRNET, the Inland Regional Narcotics Enforcement Team. IRNET is a task force responsible for major narcotics investigations throughout the Inland Empire and beyond.

Significant Program Changes:

- Due to staffing shortages, one (1) sergeant, one (1) detective and two (2) officers previously assigned to the Street Enforcement Team (SET) were reassigned to the Patrol Services Bureau. One (1) officer from SET was reassigned to the Multiple Enforcement Team. The Multiple Enforcement Team assumed SET's responsibilities for fugitive apprehension, surveillance operations, and narcotics/vice investigations.

Program Objectives:

- Use proactive efforts through prevention, intervention, and suppression to address criminal activity, crime trends, and criminal offenders.
- Continued participation in the regional drug task force, which enhances the effectiveness of efforts to lower illegal narcotic sales, use, and production in the Inland Empire.
- Continue collaborative efforts to supervise and rehabilitate probationers released into our community on Post Release Community Supervision (PRCS), probation and parole.
- Train and educate patrol officers in specialized criminal investigations and procedures.

Accomplishments:

MET:

- Made 190 proactive arrests and contacted over 100 documented gang members.
- Served over 30 search warrants.
- Seized more than 35 firearms from gang members, convicted felons, and persons in possession of narcotics.
- Apprehended suspects for the Investigations Unit for numerous crimes including attempted murder, assault with a deadly weapon and robbery, mayhem, battery causing serious bodily injury, use of a hidden camera to record someone in a private area, possession of child sexual abuse material, and grand theft.
- Assisted an outside agency in solving a cold case homicide with a successful conviction based on gathered information.
- Participated in five county-wide gang sweeps collectively resulting in over 100 more proactive arrests and seized approximately twenty additional firearms.
- Participated in more than 150 hours at more than ten different community policing events.
- The K9 Unit has been deployed on multiple occasions to assist other MET officers, the Investigative Services Bureau, the Community Services Bureau, the Patrol Services Bureau, and various outside agencies. The K9 unit performed sweeps for explosives at numerous community events and the State of the County event at the Ontario Convention Center.

IRNET:

- Investigators stopped a vehicle in Rancho Cucamonga and located 50 kilograms of cocaine. They served a search warrant at a related location and located another 100 kilograms of cocaine.
- Investigators arrested suspects for possession of over 100 pounds of methamphetamine in Riverside. They served a search warrant at a related location and found a clandestine methamphetamine lab and seized another 1,000 pounds of methamphetamine.
- During the service of a search warrant in San Diego, investigators seized \$2,000,000 in drug sales proceeds.
- The team conducted a knock and talk which resulted in the seizure of 70 pounds of fentanyl pills.
- Investigators conducted a traffic stop resulting in the seizure of 33 pounds of cocaine and 10 pounds of methamphetamine.
- Investigators conducted a traffic stop resulting in the seizure of 16 pounds of cocaine and \$100,000.
- The team served a search warrant resulting in the seizure of 27 pounds of cocaine, 2.5 pounds of heroin, 1 pound of fentanyl and 65 pounds of methamphetamine.

**DEPARTMENT/DIVISION
SPECIAL SERVICES**

FUND
GENERAL FUND

ORGKEY
101205

OBJECT	2022-23 ACTUAL (AUDITED)	2023-24 ADJUSTED BUDGET	2023-24 12 MONTH ESTIMATED	2024-25 CITY COUNCIL ADOPTED	2025-26 CITY COUNCIL ADOPTED
SALARIES AND BENEFITS					
5001 Salaries: Full-Time	34,691	-	-	-	-
5101 Overtime Salaries	28	-	-	-	-
5203 Bonus	1,786	-	-	-	-
5401 Pension Contributions	17,147	-	-	-	-
5501 FICA/Medicare	3,339	-	-	-	-
5701 Health/Dental Insurance	2,765	-	-	-	-
5702 Workers' Comp Insurance	74,692	-	-	-	-
5703 Disability Insurance	354	-	-	-	-
5704 Unemployment Insurance	80	-	-	-	-
5705 Life Insurance	37	-	-	-	-
5802 Eyecare Reimbursement	40	-	-	-	-
5803 Clothing Allowance	28,006	-	-	-	-
TOTAL SALARIES AND BENEFITS	162,964	-	-	-	-
SERVICES					
6701 Undercover Investigations	-	15,000	15,000	15,000	15,000
6703 Software Support/Development	16,734	23,999	23,999	9,296	9,296
6710 Special Contractual Services	4,924	8,438	8,438	5,023	5,123
6802 Info Tech Service Charges	319,984	344,231	344,231	91,387	80,508
TOTAL SERVICES	341,642	391,668	391,668	120,706	109,927
SUPPLIES					
7101 Office Equipment	-	9,000	9,000	-	-
7102 Small Tools & Equipment	6,593	3,600	3,028	-	-
7803 Chemical & Lab Supplies	2,753	3,638	3,638	3,711	3,785
7806 Promotional Supplies	843	-	-	-	-
7810 Special Departmental Supplies	6,025	-	130	8,900	9,050
7901 Non-Capital Expenditures	11,576	-	-	-	-
TOTAL SUPPLIES	27,791	16,238	15,796	12,611	12,835
FIXED ASSETS					
8706 All Other Equipment	44,588	-	-	11,849	-
TOTAL FIXED ASSETS	44,588	-	-	11,849	-
DIVISION TOTAL	576,985	407,906	407,464	145,166	122,762
DEPARTMENT TOTAL	31,788,285	40,597,776	37,275,500	40,562,553	42,349,068

Police Asset Forfeiture and Grants

Program Description:

The Redlands Police Department receives a share of the value of all assets seized during drug-related arrests. Expenditures of these funds are intended to supplement, not supplant, police department needs, including personnel, equipment, and vehicles. All expenditures follow guidelines as cited in the U.S. Department of Justice’s “Guide to Equitable Sharing of Federally Forfeited Property for State and Local Law Enforcement Agencies.”

The Redlands Police Department actively seeks a variety of grants to supplement operations.

Program Objectives:

Asset forfeiture supplements a variety of community drug and violence resistance programs.

Grants awarded and/or funded through the 2022-2024 fiscal year include:

- The State Homeland Security Grant Program (HSGP) is designed to secure and provide the nation with the capabilities required across the whole community to prevent, protect against, mitigate, respond to, and recover from threats, hazards, and acts of terrorism and other catastrophic events that pose a great risk to the United States. The HSGP is one tool among a comprehensive set of federal measures administered by Cal OES to help strengthen the state against risks associated with potential terrorist attacks. The Redlands Police Department funding for this period includes funding for SWAT tactical accessories.
- The Department of Alcoholic Beverage Control (ABC) grant program offers selected local law enforcement agencies to expend their efforts in addressing alcohol-related problems through a comprehensive ABC program that will encompass a wide range of strategies. The grant funds will be used to increase the hours officers have to enforce alcohol related crimes, conduct minor decoy operations, conduct shoulder tap operations, and conduct IMPACT inspections at “on-sale” and “off-sale” licensed locations. The grant funds will be for overtime expenses necessary to conduct the enforcement.
- Office of Traffic Safety Selective Traffic Enforcement Grant focuses on traffic safety issues and enforcement that funds overtime for DUI and driver’s license checkpoints; DUI saturation patrols; special enforcement operations and court stings. The OTS grant also provides for traffic enforcement-related training.
- Supplemental Law Enforcement Services Fund (SLESF) supplements one full-time community services officer, one full-time property & evidence technician, one part-time community service officer for fleet maintenance, and two part-time background investigators, as well as purchasing specialized equipment for the department.

DEPARTMENT/DIVISION
GOV'T GRANTS - POLICE

FUND							ORGKEY
POLICE GRANT FUND							200202
OBJECT	2022-23 ACTUAL (AUDITED)	2023-24 ADJUSTED BUDGET	2023-24 12 MONTH ESTIMATED	2024-25 CITY COUNCIL ADOPTED	2025-26 CITY COUNCIL ADOPTED		
SALARIES AND BENEFITS							
5101	Overtime Salaries	28,000	30,000	60,000	-	-	
5102	O.T. Reimbursable	68,276	257,216	166,741	-	-	
	TOTAL SALARIES AND BENEFITS	96,276	287,216	226,741	-	-	
SERVICES							
6402	Travel Expense/Reimbursement	-	7,477	3,550	-	-	
6403	Training	-	51,965	51,965	-	-	
6710	Special Contractual Services	-	88,208	88,208	-	-	
6909	Subscriptions & Memberships	-	3,500	3,500	-	-	
	TOTAL SERVICES	46	151,149	147,222	-	-	
SUPPLIES							
7004	Uniform/Safety Clothing	27,315	-	21,723	-	-	
7810	Special Departmental Supplies	350	67,848	87,520	-	-	
	TOTAL SUPPLIES	27,665	67,848	109,243	-	-	
FIXED ASSETS							
8501	Other Betterments/Improv	-	36,670	36,670	-	-	
8703	Computer Equipment	-	-	14,530	-	-	
8706	All Other Equipment	73,406	82,563	46,594	-	-	
	TOTAL FIXED ASSETS	73,406	119,233	97,794	-	-	
DEPARTMENT TOTAL		197,394	625,446	580,999	-	-	

DEPARTMENT/DIVISION
ASSET FORFEITURE

FUND						ORGKEY
ASSET FORFEITURE FUND						246200
OBJECT	2022-23 ACTUAL (AUDITED)	2023-24 ADJUSTED BUDGET	2023-24 12 MONTH ESTIMATED	2024-25 CITY COUNCIL ADOPTED	2025-26 CITY COUNCIL ADOPTED	
SALARIES AND BENEFITS						
5101	Overtime Salaries	-	35,000	35,000	35,000	35,000
5501	FICA/Medicare	-	508	508	508	508
	TOTAL SALARIES AND BENEFITS	-	35,508	35,508	35,508	35,508
SERVICES						
6510	Other Insurance	-	882	882	882	882
6703	Software Support/Development	14,495	11,692	22,000	25,000	25,000
6704	Community Grant Award	375	-	1,077	855	855
6710	Special Contractual Services	8,098	23,780	13,472	14,000	14,500
	TOTAL SERVICES	22,968	36,354	37,431	40,737	41,237
SUPPLIES						
7004	Uniform/Safety Clothing	3,527	24,000	6,048	6,048	6,048
7805	Weapons & Ammunitions	-	15,000	15,000	15,000	15,000
7810	Special Departmental Supplies	19,954	67,048	110,000	110,000	110,000
	TOTAL SUPPLIES	23,481	106,048	131,048	131,048	131,048
FIXED ASSETS						
8706	All Other Equipment	7,994	14,005	14,005	-	-
	TOTAL FIXED ASSETS	7,994	14,005	14,005	-	-
FUND TOTAL		54,443	191,915	217,993	207,293	207,793

DEPARTMENT/DIVISION
SUPPLEMENTAL LAW ENFORCEMENT

FUND						ORGKEY
SUPPLEMENTAL LAW ENFORCEMENT FUND						249200
OBJECT	2022-23 ACTUAL (AUDITED)	2023-24 ADJUSTED BUDGET	2023-24 12 MONTH ESTIMATED	2024-25 CITY COUNCIL ADOPTED	2025-26 CITY COUNCIL ADOPTED	
SALARIES AND BENEFITS						
5001	Salaries: Full-Time	30,056	-	-	-	-
5002	Salaries: Part-Time	-	117,558	-	125,558	125,558
5101	Overtime	789	-	-	-	-
5202	Holiday Pay	2,412	-	-	-	-
5203	Bonus	3,500	-	-	-	-
5204	Accrual Payout	8,294	-	-	-	-
5401	Pension Contributions	7,064	-	-	-	-
5501	FICA/Medicare	3,512	-	-	-	-
5701	Health/Dental Insurance	4,247	-	-	-	-
5702	Workers' Comp Insurance	-	2,715	-	-	-
5703	Disability Insurance	372	-	-	-	-
5704	Unemployment Insurance	1,095	-	-	-	-
5705	Life Insurance	35	-	-	-	-
5803	Clothing Allowance	850	-	-	-	-
	TOTAL SALARIES AND BENEFITS	62,226	120,273	-	125,558	125,558
SERVICES						
6703	Software Support/Development	45,566	94,132	110,000	110,000	110,000
6710	Special Contractual Services	8,020	25,000	25,000	25,000	25,000
	TOTAL SERVICES	53,586	119,132	135,000	135,000	135,000
SUPPLIES						
7810	Special Departmental Supplies	481	-	-	-	-
7901	Non-Capital Expenditures	2,165	-	-	-	-
	TOTAL SUPPLIES	2,646	-	-	-	-
FIXED ASSETS						
8703	Computer Equipment	6,594	-	-	-	-
8704	Motor Vehicles	58,529	75,000	-	-	-
	TOTAL FIXED ASSETS	65,123	75,000	-	-	-
	FUND TOTAL	183,582	314,405	135,000	260,558	260,558

Fire

Mission Statement:

The Redlands Fire Department envisions itself as a forward-thinking organization that sets the standard for public safety in the community. Our services will be synonymous with excellence, recognized as embodying "The Redlands Way."

Our mission is to deliver a secure, proficient, and respectful team dedicated to surpassing the expectations of both our community and our organization. This mission necessitates our members to be part of a skilled, proactive, all-encompassing fire department committed to "Preserving the Past and Protecting the Future" of those under our care. Upholding the core values of honor, loyalty, pride, and courage, we will strive towards the principles of compassion, respect, efficiency, and innovation to accomplish our mission.

Departmental Goals:

- Complete the Fire Station 262 Remodel Project to accommodate multi-gender crews and meet ADA requirements.
- Secure funding for design, engineering, and construction for the relocation of Fire Station 264.
- Secure funding for the design, engineering, and construction of Fire Stations 265 and 266.
- Provide adequate staffing levels to meet and sustain service standards for both city services and public safety.
- Develop and provide adequate funding to support a mental health / substance abuse crisis team to aid our homeless population. Additionally, invest in community outreach education programs addressing homelessness and the opioid drug epidemic.
- Emergency Management – Continue allocating funds for the development of emergency response and mitigation plans, along with providing training for city personnel to effectively respond and coordinate the activation of the Emergency Operation Center (EOC).

Fire Administrative Services

Division Description:

Fire Administration provides general department oversight, monitors effectiveness of current programs, determines future needs of the department, and develops plans of action to achieve departmental goals. Fire Administration provides support to all Fire Department divisions, as well as four separate fire stations throughout the city. This Division consists of the Fire Chief, Deputy Fire Chief of Operations, an Administrative Battalion Chief, a Management Analyst, and two Senior Administrative Assistants.

Division Objectives:

- Maintain fiscal discipline, monitor the budget, and uphold a high level of service for Redlands residents.
- Restructure office staff functions, responsibilities, and procedures to enhance efficiency and productivity.
- Develop, administer, and manage personnel policies and procedures for department personnel.
- Oversee department contracts, agreements for programs and services, and partnerships with other fire agencies.
- Process, administer, and track mutual aid reimbursements from CalOES, the Department of U.S. Forestry, and CalFire.
- Administer and process cost recovery billing contracts for the Hazmat and Traffic Collisions cost recovery program, as well as the non-resident fee program; Track revenue for both programs.
- Manage the Household Hazardous Waste Program Contract with the San Bernardino County Fire District.
- Administer grants agreements, projects, reimbursements, and grant closeouts; actively seek grant opportunities to supplement departmental expenditures.
- Complete the purchase and installation of a metal awning for the Household Hazardous Waste site, funded through the CalRecycle grant.
- Monitor Opioid settlement funding for the Fire Department's initiatives to address the Opioid epidemic in the Redlands community.

Fire Suppression Division

Program Overview:

The Fire Suppression Division, under the leadership of the Deputy Chief, is supported by the Administrative Battalion Chief. With 57 dedicated personnel responsible for frontline operational duties, the department operates four 3-person engines, a 4-person ladder truck, a 2-person paramedic squad, and one Battalion Chief per 24-hour shift. In 2023, the Fire Suppression Division responded to approximately 12,180 individual emergencies.

Redlands Fire Suppression personnel manage the following programs:

- *Arson Program*: Implements education, investigation, and community engagement to prevent and combat arson. Through outreach, enforcement, data analysis, and partnerships, it aims to raise awareness, prosecute perpetrators, and enhance fire safety measures, fostering a safer environment for all community members.
- *California Incident Command Certification System (CICCS)*: The California Incident Command Certification System is a cooperative effort between the State Fire Marshal's Office and the Governor's Office of Emergency Services. This program standardizes training for wildland firefighting and certifies that individuals have been trained and hold a minimum level of competency (Cal-Fire, OES, County Fire Chiefs, NWCG FireScope).
- *Ladder Testing & Maintenance*: Testing, repair, and ongoing maintenance of ground ladders used by firefighters (NFPA 1932, OSHA).
- *Redlands Emergency Services Academy (RESA)*: A mutual partnership between Redlands Fire and Police Departments, Crafton Hills College, Redlands Unified School District, and COMPACT to offer new graduates of Redlands high schools the opportunity to experience first-hand the duties of police officers and firefighters (Crafton Hills Community College).
- *Rope/Technical Rescue Training*: This is a multifaceted program that deals with the use of rope to rescue civilians as well as firefighters. A rope is a versatile tool that can aid search teams in locating victims, provide egress in self-rescue, and raise/lower teams to provide rescue from precarious locations. The main areas of focus for this program are LARRO (Low Angle Rope Rescue Operational), Aerial Ladder rescue, Personal escape device (self-rescue rope), and Vertical rescue (CSFM, CAL-OSHA).
- *CONFIRE Operations Committee*: This is a multi-agency committee tasked with identifying and addressing needs and issues, reviewing new products for departments and the region, resource deployments, move-ups, resource availability, response times, response plans, computer-aided dispatch, and other logistical and communications issues.
- *CONFIRE Support Committee*: The CONFIRE Support Committee provides technical expertise and knowledge. They evaluate, vet, and coordinate with the Operations Committee on new product implementation and provide technical input to challenges or issues with communications and CAD equipment.
- *Personal Protective Equipment Program (PPE)*: The PPE program is responsible for the supply cache inventory, specifications, and warranties of purchased PPEs, and tracking of issued equipment.
- *National Fire Incident Reporting System*: The National Fire Incident Reporting System (NFIRS) is a reporting standard that fire departments use to uniformly report on the full range of their activities, from fire to Emergency Medical Services (EMS) to severe weather and natural disasters.

- *Explorer Program/ Explorer Post 261*: In conjunction with the Boy Scouts of America, this program is designed to assist those between the ages of 15 and 21 in preparing for careers in the fire service. Additionally, Explorers are utilized in many support functions within the department. Active members of Post 261 participate in group physical fitness, receive classroom and hands-on training, and are involved in community events and projects. Fire Explorers learn firefighting skills, hose lays, ladders, basic first aid and patient care, wildland firefighting, vehicle extrication, and the use of firefighting tools and equipment.
- *Fit Testing/ N95/ P100 Tuberculosis Mask Fit Program*: This is an OSHA-required program that requires all personnel who wear Respiratory Equipment to be fit-tested annually. This ensures proper fit and seal and limits exposure to toxic atmospheres. Title 8 annual fit testing of N-95 mask users is done to maintain compliance with the California Code of Regulations (OSHA 1910.134, California CCR Title 8, CCR).
- *Fleet Management*: The coordination of maintenance and repair of apparatus and equipment.
- *Hazardous Materials Program*: Manages hazardous material incidents through training, response coordination, and risk assessment. Collaborates to enhance preparedness and safeguard lives, property, and the environment from chemical threats, ensuring community safety and effective response to hazardous material-related incidents.
- *Hose Testing and Repair*: All fire hose within the department is tested annually. This program oversees over 60,000 feet of various-sized diameter hoses and ensures an adequate inventory is kept meeting the needs of our department.
- *Safe Surrender*: As set forth under the Safely Surrendered Baby Law of 2006, this program allows mothers to drop off babies under 72 hours old at a Fire Station without any question. This very important program helps deter abandoning newborns (CFCA).
- *Standard Operating Procedures (Lexipol)*: Management of this crucial program provides for the continuous updating and development of SOPs related to the operations of the department.
- *Swiftwater Rescue*: Personnel assigned to this program have all been trained to the technician level, can train others, and are responsible for maintaining equipment inventories and serviceability.
- *Health and Wellness Program*: This program is a joint management and employee association program based on the International Association of Fire Chiefs and International Association of Firefighters Wellness-Fitness Initiative (WFI) to improve the health and fitness of firefighters. Adopted in 2004, it helps reduce the risk of injury and illness and maintains a healthy and fit workforce (IAFC, IAFF).
- *Respiratory/SCBA Program*: Personnel assigned to this program ensure that all regulations, maintenance, and upgrading of fixed, mobile, and self-contained breathing systems are met. There are numerous federal, state, and local requirements and regulations that guide this program (NIOSH, NFPA, OSHA, CAL_OSHA, ANSI).
- *Pump Testing*: National Fire Protection Association Standard 1911 mandates fire apparatus pumps must be tested on an annual basis (NFPA 1911, Insurance Services Organization).

Program Objectives:

- Suppress structural, wildland, urban interface, vehicle, and other fires as necessary to ensure the health and safety of the community.
- Provide emergency medical services to the ill and injured.
- Conduct technical search, rescue, and recovery activities within the City of Redlands or as requested on a mutual aid basis.
- Respond to, contain, and oversee mitigation of hazardous materials incidents.
- Conduct in-service training in support of the knowledge, skills, and abilities required to respond in a safe and proficient manner.
- Support logistical and administrative functions as required to ensure the proper equipping, training, operations, and safety of the members of the Redlands Fire Department.

Accomplishments for Fiscal Years 2022-2024:

- Initiated the highly anticipated renovation project at Fire Station 262, signaling a significant step towards modernizing our infrastructure.
- Successfully completed the rigorous training and certification processes for the deployment of our new Tractor Drawn Aerial apparatus, MT261.
- Procured state-of-the-art NFPA-compliant 800 MHz Motorola radios, replacing outdated equipment aged between 15 to 20 years, enhancing communication reliability.
- Strategically reviewed and optimized our response plans, leveraging Computer-Aided Dispatching enhancements to streamline operations and reduce dispatcher workloads.
- Invested in our fleet's efficiency by acquiring four new light vehicles and two Type 1 fire apparatus, ensuring operational readiness and effectiveness in emergency response.
- Collaborated with the City IT Department to fortify Confire network connections across all stations and Fire Admin, significantly bolstering cybersecurity measures and optimizing internet speeds.

DEPARTMENT/DIVISION
FIRE SUPPRESSION

FUND
GENERAL FUND

ORGKEY
101250

OBJECT	2022-23 ACTUAL (AUDITED)	2023-24 ADJUSTED BUDGET	2023-24 12 MONTH ESTIMATED	2024-25 CITY COUNCIL ADOPTED	2025-26 CITY COUNCIL ADOPTED
SALARIES AND BENEFITS					
5001 Salaries: Full-Time	5,177,078	7,215,497	5,949,172	6,231,429	6,443,962
5003 Labor Code Sec 4850	58,603	3,000	50,000	50,000	50,000
5101 Overtime Salaries	239,322	375,000	375,000	375,000	400,000
5102 O.T. Reimbursable	260,102	620,000	620,000	650,000	700,000
5103 Constant Staffing	1,290,989	1,800,000	1,800,000	1,800,000	2,000,000
5202 Holiday Pay	194,860	-	155,185	-	-
5203 Bonus	11,620	-	4,000	5,416	5,743
5204 Accrual Payout	39,193	-	96,284	-	-
5301 Banked Leave Buy Back	87,639	572,712	114,149	585,049	603,560
5401 Pension Contributions	4,438,230	5,225,034	4,927,635	5,515,826	5,976,376
5501 FICA/Medicare	114,050	115,397	136,638	123,437	127,989
5601 Deferred Compensation	289,548	168,830	279,066	170,013	174,297
5701 Health/Dental Insurance	853,910	1,086,600	935,599	1,017,298	1,035,545
5702 Workers' Comp Insurance	102,356	110,667	113,658	140,501	145,390
5703 Disability Insurance	50,560	67,194	69,297	70,781	73,182
5704 Unemployment Insurance	3,126	20,203	17,871	18,033	18,033
5705 Life Insurance	2,462	2,933	2,506	2,618	2,618
5802 Eyecare Reimbursement	2,793	675	675	1,200	1,200
5803 Clothing Allowance	43,400	52,635	52,635	46,335	46,335
5903 Other Taxable Benefits	2,236	163,287	2,134	2,700	2,700
5904 Tuition Reimbursement	-	-	13,425	-	-
TOTAL SALARIES AND BENEFITS	13,262,077	17,599,664	15,714,929	16,805,636	17,806,930
SERVICES					
6005 License & Permits	1,737	7,000	7,000	7,000	7,000
6007 Penalties and Interest	3	-	228	-	-
6102 Legal Services	915	10,000	10,000	10,000	10,000
6105 Medical/Physicals	1,942	4,000	4,000	11,000	11,500
6106 Other Professional Services	13,623	20,000	20,000	20,000	20,500
6304 Telephone	15,026	15,000	15,000	16,000	16,500
6401 Meeting & Prof Development	5,828	2,500	4,000	5,000	5,500
6402 Travel Expense/Reimbursement	17,606	19,500	19,500	25,000	26,500
6403 Training	1,076	6,000	6,000	8,000	9,000
6601 Postage	2,774	2,000	2,000	2,500	3,000
6702 Fingerprinting	-	1,000	1,000	500	500
6703 Software Support/Development	6,457	38,538	38,538	8,000	8,500
6710 Special Contractual Services	248,637	270,500	270,500	312,000	339,500
6802 Info Tech Service Charges	438,496	271,724	471,724	327,471	288,486
6803 City Garage Charges	676,219	717,034	958,331	1,191,859	1,236,500
6901 Printing and Binding	1,572	2,500	2,500	2,000	2,500
6902 Advertising	-	2,500	2,500	2,000	2,500
6905 Clothing and Linen Rent	16,047	15,000	17,000	23,000	24,500
6906 Office Equip & Furn Rent	4,417	4,000	4,000	4,500	5,000
6907 Comms Service & Rental	441,191	472,641	472,641	642,012	669,518
6908 Other Rentals	224	6,000	2,500	5,000	5,500
6909 Subscriptions & Memberships	3,342	6,000	6,000	7,100	7,200
6910 Labor	45,265	-	35,007	-	-
6912 Reimbursed Expenditures	500	201,875	201,875	-	-
TOTAL SERVICES	1,942,898	2,095,312	2,571,844	2,629,942	2,699,704

DEPARTMENT/DIVISION
FIRE SUPPRESSION

FUND
GENERAL FUND

ORGKEY
101250

OBJECT	2022-23 ACTUAL (AUDITED)	2023-24 ADJUSTED BUDGET	2023-24 12 MONTH ESTIMATED	2024-25 CITY COUNCIL ADOPTED	2025-26 CITY COUNCIL ADOPTED
SUPPLIES					
7001 Books & Supplies	-	600	600	500	500
7002 Office Supplies	5,186	9,000	9,000	9,000	9,500
7003 Awards/Recognition Prgm	901	3,500	3,500	3,500	4,000
7004 Uniform/Safety Clothing	84,578	161,752	190,752	180,500	135,000
7005 Photo & Copying Supplies	-	2,500	2,500	2,000	2,500
7101 Office Equipment & Furniture	3,038	15,000	15,000	14,000	15,000
7102 Small Tools & Equipment	27,887	48,000	46,500	40,000	40,000
7201 Hardware Maint/Replace	252	7,000	7,000	6,000	7,000
7203 Office Equipment Maintenance	-	500	500	500	500
7204 Building/Grounds Maintenance	36,053	41,000	37,000	39,500	40,500
7205 Machinery & Equip. Maint.	27,252	30,170	66,949	22,000	24,700
7206 Vehicle Maintenance	1,032	-	1,100	1,800	2,000
7208 Repair/Maintenance Supplies	3,609	6,026	6,026	7,000	8,500
7209 Janitorial Supplies	21,839	18,500	20,000	20,000	22,000
7211 Computer Components	602	6,000	6,000	6,000	6,500
7213 Motor Vehicle Supplies	2,535	3,000	3,000	4,000	4,500
7804 Medical Supplies	109	3,500	2,400	4,000	4,500
7807 Food	5,572	4,500	4,500	6,000	6,500
7810 Special Departmental Supplies	121,099	323,342	364,556	128,000	117,500
7901 Non-Capital Expenditures	-	-	22,000	-	-
TOTAL SUPPLIES	341,546	683,890	808,883	494,300	451,200
FIXED ASSETS					
8301 Constructions in Progress	160,023	-	-	-	-
8501 Other Betterments/Improv	70,064	1,645,000	1,530,000	600,000	-
8503 Building Construction/Improv	197,875	720,977	720,977	-	-
8704 Motor Vehicles	63,715	306,285	306,285	-	1,100,000
8706 All Other Equipment	-	709,297	586,772	-	-
8801 Capital Lease	(12,720)	94,097	151,730	96,647	96,647
TOTAL FIXED ASSETS	478,956	3,475,657	3,295,764	696,647	1,196,647
DEBT SERVICE					
9001 Principal	493,387	3,269,436	3,068,644	102,810	108,966
9002 Principal- Lease	28,163	-	-	-	-
9101 Interest	171,929	74,032	148,159	212,041	205,885
9102 Interest-Lease	1,071	-	-	-	-
TOTAL DEBT SERVICE	694,550	3,343,468	3,216,802	314,851	314,851
DIVISION TOTAL	16,720,026	27,197,991	25,608,222	20,941,375	22,469,331

Fire Community Risk Reduction Division

Program Description:

This division operates under the direction of the Fire Chief and consists of the Fire Marshal, one Deputy Fire Marshal, two Fire Prevention Inspectors, and one Administrative Assistant II. Operating under the guidelines of the California Fire Code (CFC) as adopted by the State of California and the City of Redlands, the Community Risk Reduction Division provides an all-hazards approach to life and fire safety, safeguarding the community from fire and other hazards through education, engineering, enforcement, evaluation, and analysis.

Redlands Community Risk Reduction Division manages the following programs:

- Code management and policy development relating to life and fire safety;
- Construction document reviews for all new and improved buildings and structures throughout the City;
- New construction inspection and acceptance testing of fire protection systems;
- State-mandated annual and routine fire inspections of existing multi-family apartment buildings, hotels & motels, educational facilities, commercial and industrial buildings, and facilities as well as the systems, processes, and uses within these buildings;
- Code enforcement activities involving imminent life and fire safety hazards and vegetation management;
- Public education and information; and
- Community risk reduction initiatives.

Program Objectives:

- Provide a review of development projects related to the model construction codes and standards
- Conduct and enforce the California Fire Code and related safety regulations, as adopted by the City of Redlands
- Authorize issuance of operational permits related to systems, processes, and uses as defined in the California Fire Code
- Conduct routine life and fire safety inspections
- Direct the Vegetation Management Program that protects life and property through defensible space and fire-wise strategies
- Provide logistical support for major emergencies through disaster and emergency incident management
- Oversee special events to ensure proper safety (assemblies, fireworks, etc.)
- Organize community risk reduction initiatives for the identified hazards in the City of Redlands
- Serve as fire safety subject matter experts for City Council and City Commissions.
- Represent the City of Redlands regionally and nationally through public safety professional development and industry advisory opportunities.

Significant Program Changes:

- Adopted 2023 California Fire Code with City of Redlands local amendments.
- Created guidelines and to assist projects effectively navigate the new development and Fire plan review process.
- Re-staffed Community Risk Reduction Division to levels before COVID
- Re-established the State mandated inspections for hotels, motels, apartments, and educational occupancies.

Accomplishments for Fiscal Years 2022-2024:

- Hired a new Fire Marshal, Deputy Fire Marshal and two Fire Inspector positions.
- Completed State mandated fire inspections for all hotels and motels
- Completed 2128 construction document plan reviews
- Completed 2945 new construction inspections
- Performed 525 routine fire inspections
- Conducted 1560 vegetation management inspections
- Established service agreement with California Conservation Corps to assist with the City's vegetation management projects on public parcels and easements.
- Gained access for Redlands Fire Department staff to the AlertCalifornia Wildfire Detection Camera Network as one of the first local government partners in the state.
- Presented at national conferences including National Fire Protection Association, Center for Public Safety Excellence, International Wildland Fire Association, and Public Risk Managers Association.
- Attended professional development opportunities regionally and at the National Fire Academy.

Goals for Fiscal Years 2024-2026:

- Prepare and deliver proactive community risk reduction initiatives to help reduce identified risks for the business and residential communities.
- Develop a partnership with ESRI and City of Redlands staff to build a GIS database for the Community Risk Reduction Division.
- Begin the creation of a Community Wildfire Protection Plan
- Revise the routine fire inspection program to align with industry standards based on life, property, and environmental risks assessments reflected in NFPA 1730
- Refine the upcoming Community Risk Reduction webpage to be a resource for the community members and new development projects.
- Procure an additional AlertCalifornia Wildfire Detection Camera for the Live Oak Canyon area.
- Maintain and expand Community Risk Reduction staff specialized certifications for their positions from California State Fire Marshal, International Code Council, and related recognized professional organizations. Ensure all certifications remain current with the Continuing Education requirements.

DEPARTMENT/DIVISION
COMMUNITY RISK REDUCTION

FUND
GENERAL FUND

ORGKEY
101251

OBJECT	2022-23 ACTUAL (AUDITED)	2023-24 ADJUSTED BUDGET	2023-24 12 MONTH ESTIMATED	2024-25 CITY COUNCIL ADOPTED	2025-26 CITY COUNCIL ADOPTED
SALARIES AND BENEFITS					
5001 Salaries: Full-Time	179,581	529,150	371,860	502,925	535,435
5101 Overtime Salaries	109	-	10,000	10,000	10,000
5202 Holiday Pay	3,555	-	7,017	-	-
5203 Bonus	13,000	-	-	-	-
5204 Accrual Payout	40,653	-	-	-	-
5301 Banked Leave Buy Back	-	10,824	-	2,851	3,023
5401 Pension Contributions	51,757	155,339	110,737	155,107	157,232
5501 FICA/Medicare	16,908	37,787	29,785	37,910	40,289
5601 Deferred Compensation	860	7,829	717	9,375	9,659
5701 Health/Dental Insurance	25,002	124,797	76,634	94,484	96,056
5702 Workers' Comp Insurance	11,066	11,964	11,964	13,694	14,170
5703 Disability Insurance	528	2,687	1,647	2,250	2,406
5704 Unemployment Insurance	391	2,604	5,473	2,170	2,170
5705 Life Insurance	154	378	264	315	315
5802 Eyecare Reimbursement	-	1,350	1,350	1,500	1,500
5803 Clothing Allowance	812	1,275	2,663	6,050	6,050
5903 Other Taxable Benefits	299	13,466	1,246	1,500	1,500
TOTAL SALARIES AND BENEFITS	344,676	899,450	631,357	840,131	879,805
SERVICES					
6106 Other Professional Services	6,943	10,000	10,000	10,000	10,000
6304 Telephone	7,723	4,500	7,000	5,000	5,000
6401 Meeting & Prof Development	775	2,400	2,400	2,400	2,400
6402 Travel Expense/Reimbursement	382	6,000	6,000	6,000	6,000
6403 Training	3,946	15,290	15,290	19,000	20,000
6601 Postage	19	1,500	1,500	1,500	1,500
6703 Software Support/Development	6,392	10,000	7,500	8,000	8,000
6710 Special Contractual Services	40,315	129,685	114,685	60,000	60,000
6802 Info Tech Service Charges	47,405	50,997	50,997	38,078	33,545
6901 Printing and Binding	6,718	2,500	2,500	2,500	2,500
6902 Advertising	103	5,000	5,000	3,500	3,500
6907 Comms Service & Rental	61,235	63,492	63,492	66,430	69,645
6909 Subscriptions & Memberships	217	5,290	5,290	3,100	3,350
TOTAL SERVICES	182,174	306,654	291,654	225,508	225,440
SUPPLIES					
7001 Books & Supplies	283	5,000	5,000	5,000	5,000
7002 Office Supplies	258	3,500	3,500	4,000	4,000
7003 Awards/Recognition Prgm	-	1,500	1,500	1,500	1,500
7004 Uniform/Safety Clothing	1,087	12,000	7,500	12,000	12,000
7005 Photo & Copying Supplies	-	1,000	1,000	1,000	1,000
7101 Office Equipment & Furniture	347	1,500	3,000	2,000	2,500
7102 Small Tools & Equipment	63	13,566	16,566	5,000	5,000
7201 Hardware Maint/Replace	-	2,000	2,000	7,000	7,000
7204 Building/Grounds Maintenance	-	5,000	5,000	5,000	5,000
7205 Machinery & Equip. Maint.	-	2,200	2,200	2,000	2,000
7211 Computer Components	55	3,000	3,000	3,000	3,000
7807 Food	370	1,000	1,000	3,000	3,000
7810 Special Departmental Supplies	2,936	6,000	6,000	6,000	6,000
TOTAL SUPPLIES	5,399	57,266	57,266	56,500	57,000

DEPARTMENT/DIVISION
COMMUNITY RISK REDUCTION

FUND							ORGKEY
GENERAL FUND							101251
OBJECT		2022-23 ACTUAL (AUDITED)	2023-24 ADJUSTED BUDGET	2023-24 12 MONTH ESTIMATED	2024-25 CITY COUNCIL ADOPTED	2025-26 CITY COUNCIL ADOPTED	
	FIXED ASSETS						
8706	All Other Equipment	-	-	15,000	-	-	
	TOTAL FIXED ASSETS	-	-	15,000	-	-	
	DIVISION TOTAL	532,249	1,263,370	995,277	1,122,139	1,162,245	

Redlands Fire Department Training Program

Program Description:

This division operates under the direction of the Deputy Chief and consists of 1 Shift Battalion Chief and is supported by 3 Shift Captains. This team is responsible for all aspects of developing, implementing, and documenting training strategies and exercises while meeting local, state, and federal requirements. This Division provides training and proficiency drills in various areas such as fire suppression, emergency medical care, infection control, hazardous materials response, technical rescue, water rescue operations, and wildland-urban interface fire suppression. The Training Division is also responsible for identifying individual and department level training needs to ensure we meet the challenges and necessities of the community we serve. No dedicated staff is assigned to this function.

The Training division manages the following programs:

- *California Firefighter Joint Apprenticeship Program:* An apprenticeship program which parallels the State Board of Fire Service and the National Fire Protection Association Standards (California Firefighter Joint Apprenticeship Committee – CAL-JAC).
- *Engineer/Captain Certification:* Engineer and Captain Certification programs provide an in house on-duty approach to developing personnel in the skills and experience necessary to become an Engineer and Captain.
- *Recruit Firefighter Testing Program:* Development, implementation, and delivery of entry level tests.
- *Crafton Hills College Reimbursement Program ISA:* Registration of fire department personnel, tracking and documentation of approved training hours, and participation in annual site visits by program administrator.
- *SBCTOA:* Maintain participation in the San Bernardino County Training Officers Association (SBCTOA). Ensuring that departmental training is collaborative and interoperable within our area of operation and response.

Program Objectives:

- Administer and ensure all minimum mandated training is provided for all members of the Fire Department.
- Ensure that each Company/ Individual meets an average of 20 hours training per person per month.
- Compile and maintain training records for all field operational personnel.
- Conduct regularly scheduled performance standard drills to enhance individual skills. This includes Fire Company functions and multi-company coordination for emergency application, including technical training, team training, officer training programs, and specialized equipment training.
- Schedule and conduct mandated Hazardous Materials 1st Responder training.
- Schedule and conduct mandated Wildland Fire Training.
- Submit Monthly CFFJAC (California Fire Fighter Joint Apprenticeship Committee) reports.
- Submit semester training hours, training documentation, department student rosters, and coordinate site visits with Crafton Hills Community College.
- Conduct Pre-Fire Planning and Industrial Facility Tours for personnel.
- Conduct single and multi-company training with Fire Departments throughout the region.
- Ensure succession training needs are met for all positions within the department.
- Schedule additional training as mandated by federal and state requirements.

- Coordinate recruitment and promotional manipulative examinations.
- Manage training materials at Fire Stations (i.e., training manuals, new textbooks & videos, accident/investigation reports from Firefighter injury or Fatality incidents, etc.)

Accomplishments for Fiscal Years 2022-2024:

- 19,536 Total training hours: Successfully provided department level training, meeting State and Federal requirements for a total of 19,536 training hours. Average training hours per person for 2023 was 355.
- Infection Control Training: 121 hours of training were recorded for infection control, bloodborne pathogens, and disease prevention. The Redlands Fire Department has taken an aggressive approach to ensure the safety of department personnel.
- Firefighter Rescue: Performed multi-day and multi-company drills on firefighter rescue. The drills focused on firefighter safety and survival, Rapid Intervention Crew operations, and the command and control of Mayday operations. These drills were performed at the K-Mart building as well as at Crafton Hills College.
- Confined Space Rescue Awareness: Performed departmental training on confined space rescue and reviewed key incident command positions. Confined space rescue is a high-risk operation that requires an understanding of OSHA regulations as well a variety of technical rescue skills.
- Rope Rescue: Performed rope rescue training in conjunction with implementation of new rescue equipment. Rope rescue is a high-risk operation that requires routine manipulative training.
- Wildland Firefighter Training: Performed wildland firefighting training that meets CICCS requirements. Wildland firefighting is a high-risk operation with multiple risk factors that requires dynamic training. Training was performed departmentally as well as in conjunction with Cal Fire, Crafton Hills College, and San Bernardino County Training Officers Association (SBCTOA).
- Tractor Drawn Aerial (TDA): Implemented training materials and certification process for the arrival of the TDA. Training was led by skilled department personnel who prepared all Redlands Fire Engineers for the new apparatus. Continued training will be conducted annually.
- Training Materials Development: Updated training materials for Probationary Firefighters. Materials provide fundamental training outlined by multiple resources including California State Fire Marshall (CSFM).
- Engineer and Captain Certification Program: Continued to update and manage the Engineer Candidate and Captain Candidate Certification process. The intent of the Engineer and Captain Candidate certification program is to create in house, on duty training opportunities and a succession path to assist those interested in obtaining a position of Engineer or Captain within the Redlands Fire Department.
- Promotional Testing: Redlands Fire Department was able to perform promotional testing for the positions of Fire Captain, Battalion Chief, and Deputy Chief. Several successful candidates were identified and ranked according to their performance based on industry and departmental standards. Qualified candidates were obtained through a culmination of efforts displayed by the dedicated training staff as well as by each candidate and their pursuit of improved service delivery.
- Promotional Testing: Redlands Fire was able to provide personnel to other local departments to assist with their promotional testing. We sent Battalion Chief's, Captains, and Engineers as proctors to local fire departments for Engineer, Captain, and Battalion Chief promotional tests. These opportunities of assistance provide an opportunity for networking and promote an environment of information sharing amongst local fire departments.

Training Courses Attended for Fiscal Years 2022-2024:

- Rio Hondo Regional Truck Academy (3 personnel): Attended a 2-week training course teaching forcible entry, rapid intervention crew tactics and firefighter survival, rope rescue, ventilation tactics, auto extrication, building construction, high rise fire tactics, thermal imaging camera tactics and elevator rescue.
- Swift Water Rescue training (4 personnel): Attended a 40-hour Advanced Swiftwater Rescue training course covering classroom and hands on training on technical rescue strategies and equipment involving waterways. This extensive course was done in the water in northern California and provided intensive rescue drills during lifelike scenarios.
- Fire Instructor training (8 personnel): Attended several instructor training courses in an effort to meet the CSFM requirement for personnel to become state fire instructors. This ability will also allow for a mechanism to validate departmental training by meeting CSFM curriculum during training exercises.
- Tactical Emergency Casualty Care (8 personnel): Attended a 16-hour TECC training course covering classroom and hands on training on trauma related medical care in hostile environments. This extensive course was done in San Diego and provided intensive rescue drills during lifelike active shooter scenarios.
- Peer Support Mental Health training (8 personnel): Attended several training classes to support the peer support cadre. Classes prepare members to assist department personnel when faced with mental health challenges.
- Fire Arson/ Investigator training (6 personnel): Attended several training classes outlined by CSFM for Fire Investigator certification. Classes develop Fire Investigator skillsets in order to determine the cause and origin of fires. Classes also prepare members to collaborate with RPD when dealing with arson suspects.
- Corona Auto Extrication (4 personnel): Attended a 3-day course covering hands-on practical training for vehicle extrication. The class involves various scenarios addressing scene safety, evaluation, extrication, and management. Participants acquired hands-on experience using various methods to stabilize and extricate occupants in vehicles which are on their side, upside down, or on other vehicles or barriers. Operations included using hydraulic extrication tools to cut, spread, and tear metal vehicle components.

Interagency Training for Calendar Year 2023:

- Redlands Fire participated in a multiagency wildland fire training drill held in May by the SBCTOA trainers over a 2-day period. The drill provided hands on training in the wildland urban interface and provided the opportunity for Redlands personnel to participate in command positions. As a participant in the multiagency drill, Redlands provided proctors to facilitate the training and evaluation of attending agencies.

Training Goals for Fiscal Year 2024-2026:

- Training Courses: Department members shall attend training courses that align with the overall program objectives that allow for career development, emergency response skill enhancement, and instructor development.
- Succession Planning and Training: Continue to develop members for promotional opportunities. The goal is to implement a Professional Development Guide that assists each member in plotting their career aspirations. This in turn will enable the department to maintain quality service delivery through employee preparation.
- Training Reimbursement Programs: Continue participation in training reimbursement programs such as ISA through Crafton Hills College and Cal-JAC. These programs generate training funds that reimburse the City as well as the department. These funds are aimed at continuing departmental training efforts.
- Fire Instructor training: Continue the effort to meet the CSFM requirements for personnel to become state fire instructors. By obtaining this level of training, RFD personnel will be able to issue CSFM certifications during departmental training, thereby reducing training expenses in the long term. This ability will also allow for a mechanism to validate departmental training by meeting CSFM curriculum during training exercises.
- Active Shooter Training: Continue to partner with RPD and RUSD for active shooter and tactical response training. The goal is to develop relationships and a better understanding of each organization's roles during hostile events.
- Interagency Training: Maintain involvement with local fire agencies and continue regional training ensuring interoperability and cohesive mutual aid responses.
- Training Facility Contract: Further strengthen relationships with administrators at Crafton Hills College (CHC) in an effort to pursue a contract for usage of their new training tower. CHC has been a valued partner in our fire personnel training. The goal will be to seek a mutually beneficial contract to allow our personnel to utilize their facility until the City of Redlands can provide our own training facility.
- Training Facility: Begin the research and foundational planning for a training tower and training site for the Redlands Fire Department. We currently do not have a training facility which requires us to use random sites through the city to accomplish training. A training facility would ensure that national, state, and regional training requirements are met. Currently some of this required training is unable to be accomplished, for example, Live Fire training.

DEPARTMENT/DIVISION
FIRE TRAINING

FUND
GENERAL FUND

ORGKEY
101252

OBJECT	2022-23 ACTUAL (AUDITED)	2023-24 ADJUSTED BUDGET	2023-24 12 MONTH ESTIMATED	2024-25 CITY COUNCIL ADOPTED	2025-26 CITY COUNCIL ADOPTED
SERVICES					
6106 Other Professional Services	-	5,250	5,250	5,250	5,250
6401 Meeting & Prof Development	-	8,000	7,505	8,000	8,000
6402 Travel Expense/Reimbursement	3,749	8,000	18,000	8,000	8,000
6403 Training	23,674	34,300	14,739	50,000	50,000
6703 Software Support/Development	-	2,000	2,000	2,000	2,000
6710 Special Contractual Services	6,191	18,000	2,960	18,000	18,500
6901 Printing and Binding	-	2,500	2,500	2,500	2,500
6902 Advertising	-	1,500	1,500	1,600	1,600
6909 Subscriptions & Memberships	1,497	4,125	3,875	4,000	4,000
TOTAL SERVICES	35,111	83,675	58,329	99,350	99,850
SUPPLIES					
7001 Books & Supplies	-	3,000	2,882	3,000	3,000
7002 Office Supplies	-	1,000	1,000	1,500	1,500
7004 Uniform/Safety Clothing	3,698	4,500	3,461	4,500	4,500
7005 Photo & Copying Supplies	-	1,000	1,000	2,000	2,000
7102 Small Tools & Equipment	2,631	6,000	6,000	6,500	6,500
7211 Computer Components	-	5,000	5,000	5,000	5,000
7807 Food	580	3,150	1,809	3,150	3,150
7810 Special Departmental Supplies	1,391	3,000	1,079	3,000	3,000
7812 Audio-Visual Materials	-	1,200	1,200	1,000	1,000
TOTAL SUPPLIES	8,299	27,850	23,431	29,650	29,650
DIVISION TOTAL	43,410	111,525	81,760	129,000	129,500

Fire Emergency Preparedness

Program Description:

The Emergency Management and Preparedness Program has the task of planning and preparing all City departments, residents, and businesses for man-made and natural emergencies. The Emergency Operations division utilizes planning, training, and exercises to continually develop and sustain the City's mitigation, preparedness, response, and recovery capabilities. These capabilities minimize the loss of life and property and protect the environment from emergencies and significant disruptions. The Emergency Operations Division works with the city departments, other local municipalities, and an array of community-based organizations to ensure that the city and its residents have the resources and information they need to prepare, respond and recover from emergencies, disasters, and significant events.

Program Objectives:

- Update and maintain the City's Emergency Operations Flood and Local Hazard Mitigation Plan, Continual maintenance of the plan is required for the City to receive grant funding opportunities, as well as disaster recovery monies after an emergency, from the State of California and the Federal Government.
- Develop and coordinate with the American Red Cross, Redlands Unified School District, and the County of San Bernardino Office of Emergency Services on the mass care and sheltering needs of the city, as well as evacuation processes of the citizens within the city and their animals. The sheltering and evacuation needs will include the Access and Functional Needs community.
- Maintain and operate a viable Emergency Operations Center to ensure the readiness of the city.
- Coordinate with appropriate federal, state, and other local agencies, as well as applicable segments of private sector entities and volunteer agencies.
- Provide maintenance, updates to the system, and community outreach on the City's Emergency Notification System.
- Coordinate with local, county, and state agencies and organizations through mutual aid and mitigation agreements for disaster training.
- Standardized Emergency Management Systems (SEMS) and the National Incident Management System (NIMS).
- Develop NIMS compliance training program for all City employees.
- Develop an exercise program to include Tabletop, functional and full-scale training for all EOC responders.
- Develop and implement a community outreach program to include CERT, BERTT, Teen CERT, and citizen corps.
- Develop a communication partnership with the Redlands Emergency Communication Group to assist with mass care and shelter needs.
- Develop a partnership with the Faith-Based Community for donation management needs.

Accomplishments for Calendar Year 2023:

- Upgraded mobile communications.
- Upgraded the Alert system to new system.
- Continued with Disaster Council by brining in different agencies to show how we work together.

- 4 Disaster Council Meetings.
- Upgraded training and incident response trailers.
- Taught 3 CERT Classes
 - 2 English Classes
 - 1st Spanish Class.
- Prepared CERT volunteers
 - Continued with training every other month.
 - Issued Medical bags for them to be ready to deploy.
- Provided Emergency Management Support to the following Incidents:
 - Worked with GIS to monitor the 4th of July reporting.
 - Continued to train the Evacuation Coordinators
 - Maintain continuity of operations.
 - Exercises with other city agencies. 3 tabletops.
- Continue to participate in events through out the city to promote:
 - New Alert system
 - Disaster preparedness
 - CERT Classes
 - 15 events total in the City.
- Managed the Emergency Management Program Grant
 - \$22,159 FY2022
- Working on upgrading plans
 - Started working on the Recovery Plan

**DEPARTMENT/DIVISION
EMERGENCY PREPAREDNESS**

FUND
GENERAL FUND

ORGKEY
101254

OBJECT	2022-23 ACTUAL (AUDITED)	2023-24 ADJUSTED BUDGET	2023-24 12 MONTH ESTIMATED	2024-25 CITY COUNCIL ADOPTED	2025-26 CITY COUNCIL ADOPTED
SALARIES AND BENEFITS					
5001 Salaries: Full-Time	4,464	29,617	28,797	29,259	29,845
5202 Holiday Pay	258	-	-	-	-
5203 Bonus	1,225	-	-	-	-
5204 Accrual Payout	258	-	276	-	-
5301 Banked Leave Buy Back	-	236	552	844	861
5401 Pension Contributions	7,677	7,805	8,557	9,257	8,989
5501 FICA/Medicare	1,980	1,897	2,282	2,307	2,353
5601 Deferred Compensation	301	301	420	420	420
5701 Health/Dental Insurance	4,120	8,882	6,721	6,928	7,040
5702 Workers' Comp Insurance	2,766	2,991	2,991	-	-
5704 Unemployment Insurance	28	152	152	152	152
5705 Life Insurance	22	22	22	22	22
5802 Eyecare Reimbursement	132	79	79	105	105
5903 Other Taxable Benefits	326	766	471	473	473
TOTAL SALARIES AND BENEFITS	23,556	52,748	51,320	49,767	50,260
SERVICES					
6106 Other Professional Services	4,900	4,000	2,500	3,500	4,000
6304 Telephone	3,298	4,000	4,000	3,500	3,500
6401 Meeting & Prof Development	786	5,000	5,000	4,000	4,000
6402 Travel Expense/Reimbursement	2,933	2,500	3,500	3,000	3,000
6403 Training	1,169	3,000	3,000	3,000	3,000
6601 Postage	1	500	500	500	500
6703 Software Support/Development	-	600	600	500	600
6708 Special Program Expenditures	248	2,500	2,500	2,500	2,500
6710 Special Contractual Services	2,500	3,000	20,000	74,950	53,000
6802 Info Tech Service Charges	11,851	12,749	12,749	7,616	6,709
6803 City Garage Charges	3,696	3,944	3,944	-	-
6901 Printing and Binding	4,698	2,500	3,000	2,500	2,500
6909 Subscriptions & Memberships	371	1,000	1,000	1,000	1,000
TOTAL SERVICES	36,452	45,293	62,293	106,566	84,309
SUPPLIES					
7002 Office Supplies	1,183	3,000	3,000	1,500	2,000
7004 Uniform/Safety Clothing	3,988	10,000	10,000	8,000	8,000
7005 Photo & Copying Supplies	768	2,500	2,500	2,500	2,500
7101 Office Equipment & Furniture	307	105,500	105,500	2,500	2,500
7102 Small Tools & Equipment	4,792	5,000	6,200	5,000	5,000
7203 Office Equipment Maintenance	-	2,000	2,000	2,000	2,500
7208 Repair/Maintenance Supplies	542	2,000	2,000	2,000	2,000
7209 Janitorial Supplies	13	1,500	1,500	1,000	1,200
7211 Computer Components	454	173,000	111,000	3,000	3,000
7804 Medical Supplies	5,188	25,000	23,800	15,000	15,000
7807 Food	6,590	5,000	7,700	5,000	5,000
7810 Special Departmental Supplies	10,266	10,000	10,000	10,000	10,000
7812 Audio-Visual Materials	-	3,000	300	3,000	3,000
TOTAL SUPPLIES	34,089	347,500	285,500	60,500	61,700

DEPARTMENT/DIVISION
EMERGENCY PREPAREDNESS

FUND							ORGKEY
GENERAL FUND							101254
OBJECT	2022-23 ACTUAL (AUDITED)	2023-24 ADJUSTED BUDGET	2023-24 12 MONTH ESTIMATED	2024-25 CITY COUNCIL ADOPTED	2025-26 CITY COUNCIL ADOPTED		
FIXED ASSETS							
8701	Office Furniture	-	150,000	150,000	-	-	
8702	Office Equipment	-	200,000	200,000	-	-	
	TOTAL FIXED ASSETS	-	350,000	350,000	-	-	
DIVISION TOTAL		94,097	795,541	749,113	216,833	196,269	
DEPARTMENT TOTAL		17,389,782	29,368,427	27,434,372	22,409,347	23,957,345	

DEPARTMENT/DIVISION
FIRE DEPARTMENT GRANTS

FUND							ORGKEY
GENERAL FUND							200250
OBJECT		2022-23 ACTUAL (AUDITED)	2023-24 ADJUSTED BUDGET	2023-24 12 MONTH ESTIMATED	2024-25 CITY COUNCIL ADOPTED	2025-26 CITY COUNCIL ADOPTED	
SALARIES AND BENEFITS							
5001	Salaries: Full-Time	22,159	38,367	16,208	-	-	
	TOTAL SALARIES AND BENEFITS	22,159	38,367	16,208	-	-	
SERVICES							
6910	Labor	-	-	4,980	-	-	
6912	Reimbursed Expenditures	(500)	(201,875)	(201,875)	-	-	
	TOTAL SERVICES	(500)	(201,875)	(196,895)	-	-	
SUPPLIES							
7810	Special Departmental Supplies	8,302	42,828	48,605	-	-	
7901	Non-Capital Expenditures	-	256,667	256,667	-	-	
	TOTAL SUPPLIES	8,302	299,495	305,272	-	-	
FIXED ASSETS							
8301	Construction In Progress	7,180	-	-	-	-	
8501	Other Betterments/Improv	-	397,570	397,570	-	-	
8706	All Other Equipment	5,149	481,250	476,270	-	-	
	TOTAL FIXED ASSETS	12,329	878,820	873,840	-	-	
DEPARTMENT TOTAL		42,290	1,014,807	998,425	-	-	

Fire Emergency Medical Services

Program Description:

Overseen by the Deputy Chief and consists of an Emergency Medical Service Coordinator. The EMS Coordinator ensures compliance with federal, state, and county procedures and protocol as well as keeps pace with increased demands for service.

This program is responsible for ensuring the delivery of high-level advanced life support pre-hospital care by well-trained personnel, as well as meeting the education and delivery standards required by the State of California to ensure this level of service. The highly trained Paramedics function as an extension of the emergency room doctor and with his/her regulatory control can administer the necessary medical treatment to stabilize the patient before transport to the hospital. Paramedics presently respond from all fire stations.

This program includes a QA/QI program which is required and monitored by Inland Counties Emergency Medical Agency (ICEMA). The QA/QI program is overseen by the EMS Coordinator and provides oversight to training and certification as well as protocol implementation for both EMTs and Paramedics.

The Emergency Medical Services division operates and manages the following programs:

- Emergency Medical Technician (EMT Program)

The certification of Emergency Medical Technician is considered the basic level of prehospital emergency care in the modern-day Fire/Emergency Medical Service. This level of certification is the minimum standard for all Redlands Fire Department Suppression personnel. The responsibilities and scope of practice for the EMT are outlined in Title 22, Division 9 of the California Code of Regulations, which includes the following:

- Evaluate the ill and injured
- Render basic life support, rescue, and emergency care to patients
- Obtain diagnostic signs to include, but not be limited to, temperature, blood pressure, pulse, and respiration rates, pulse oximetry, level of consciousness, and pupil status
- Perform cardiopulmonary resuscitation (CPR), including the use of mechanical adjuncts to basic cardiopulmonary resuscitation
- Administer oxygen
- Use the following adjunctive airway and breathing aids:
 - Oropharyngeal airway
 - Nasopharyngeal airway
 - Suction devices
 - Basic oxygen delivery devices for supplemental oxygen therapy including, but not limited to, humidifiers, partial rebreathers, venture masks, and manual and mechanical ventilating devices designed for prehospital use including continuous positive airway pressure

- Use various types of stretchers and spinal immobilization devices
 - Provide initial prehospital emergency care of trauma, including, but not limited to:
 - Bleeding control through the application of tourniquets
 - Use of hemostatic dressings
 - Spinal immobilization
 - Seated spinal immobilization
 - Extremity splinting
 - Traction splinting
 - Administer over the counter medication when approved by the medical director of the LEMSA, including, but not limited to:
 - Oral glucose or sugar solutions
 - Aspirin
 - Extricate entrapped persons
 - Perform field triage
 - Mechanical patient restraint
 - Set up for Advance Life Support (ALS) procedures, under the direction of a Paramedic
 - Perform automated external defibrillation
 - Assist patients with the administration of physician-prescribed devices including, but not limited to patient-operated medication pumps, sublingual nitroglycerine, and self-administered emergency medications including epinephrine devices
- Paramedic Program:

The Redlands Fire Department deploys at least one Paramedic on every emergency response vehicle, who is the primary patient caregiver on all emergency medical responses within the city. The Paramedic's scope of practice includes basic and advanced skills focused on the acute management and transportation of patients. This also includes invasive and pharmacological interventions to reduce the morbidity and mortality associated with acute out-of-hospital medical and traumatic emergencies.

Under Title 22, Division 9 of the California Code of Regulations, the following are the minimum psychomotor skills of the Paramedic (including all skills within the EMT level):

- Utilize electrocardiographic devices and monitor electrocardiograms, including 12-lead electrocardiograms (ECG)
- Perform defibrillation, synchronized cardioversion, and external cardiac pacing
- Visualize the airway by use of the manual or video laryngoscope and remove the foreign body with Magill forceps
- Perform pulmonary ventilation by use of lower airway multi-lumen adjuncts, the esophageal airway, perilaryngeal airways, stomal intubation, and adult oral endotracheal intubation
- Utilize mechanical ventilation devices for continuous positive airway pressure (CPAP)/bi-level positive airway pressure (BPAP) and positive end-expiratory pressure (PEEP) in the spontaneously breathing patient
- Use airway adjuncts to assist in maintaining adequate ventilation with the use of capnography devices, intrathoracic threshold devices, and HEPA-filters
- Institute intravenous (IV) catheters, saline locks, needles, or other cannula (IV lines), in peripheral veins and monitor and administer medications through a pre-existing vascular access
- Institute interosseous (IO) needles or catheters
- Administer IV or IO glucose solutions or isotonic balanced salt solutions, including Ringer's lactate solution
- Obtain venous blood samples

- Use laboratory devices, including point of care testing, for pre-hospital screening, used to measure lab values including, but not limited to, glucose, capnometry, capnography, and carbon monoxide when appropriate authorization is obtained from State and Federal agencies, including from the Centers for Medicare and Medicaid Services according to the Clinical Laboratory Improvement Amendments (CLIA)
- Utilize Valsalva maneuver
- Perform percutaneous needle cricothyroidotomy
- Perform needle thoracotomy
- Perform nasogastric and orogastric tube insertion and suction
- Monitor thoracotomy tubes
- Monitor and adjust IV solutions containing potassium, equal to or less than 40 mEq/L
- Administer approved medications by the following routes: IV, IO, intramuscular, subcutaneous, inhalation, transcutaneous, rectal, sublingual, endotracheal, intranasal, oral, or topical
- Administer, using prepackaged products when available, the following medications:
 - 10% dextrose, adenosine, aerosolized or nebulized beta-2 specific bronchodilators, aspirin, atropine sulfate, calcium chloride, diphenhydramine hydrochloride, epinephrine, fentanyl, glucagon, ipratropium bromide, ketamine, lidocaine hydrochloride, magnesium sulfate, midazolam, naloxone hydrochloride, nitroglycerine preparations, ondansetron, tranexamic acid, and sodium bicarbonate.

RFD Paramedics are held to a higher standard in terms of minimum certifications/qualifications. In addition to the state and local mandates for recertification, RFD requires all Paramedics to maintain a valid Handtevy Pediatric certification card. Once the minimum standards are met, the Emergency Medical Services Authority will issue a valid license, at the state level. In addition to state licensure, Paramedics must also hold a valid license under the Local Emergency Medical Services Authority (LEMSA). The LEMSA for the RFD is the Inland Counties Emergency Medical Agency (ICEMA), located in San Bernardino.

- Advanced Cardiac Life Support (ACLS) Recertification Program:

The Inland Counties Emergency Medical Agency (ICEMA), which is the Local Emergency Medical Services Authority (LEMSA), mandates that all Paramedics within its region maintain a valid Advanced Cardiac Life Support (ACLS) certification. The American Heart Association is the organization that prints the curriculum and conducts the research and development to ensure Paramedics are providing the most up-to-date care about cardiac events. An ACLS certification is valid for two years. ACLS certification requires:

- Basic life support skills, including effective chest compressions, use of a bag-mask device, and use of an AED
- Recognition and early management of respiratory and cardiac arrest
- Recognition and early management of peri-arrest conditions such as symptomatic bradycardia
- Airway management
- Related pharmacology
- Management of ACS and stroke
- Effective communication as a member and leader of a resuscitation team.

RFD currently has seven (7) certified ACLS instructors to provide this mandated training. This training requires the use of skills mannequins, airway training tools, EKG rhythm generators, and current edition instructor manuals with DVD instruction. RFD currently offers a minimum of six (6) recertification classes every two years, to cover all current RFD Paramedics.

- Handtevy Pediatric Recertification Program:

The Handtevy Pediatric certification is a course created by Dr. Antevy. Although possession of this certification is not a state or local mandate, to maintain Paramedic licensure, the Redlands Fire Department requires all Paramedics to maintain this certification as a commitment to excellence. The RFD recognizes that pediatric medical emergencies present different and complex challenges in the management of prehospital care. handtevy certification requires:

- High-quality Child CPR AED and Infant CPR
- Recognition of patients who do and do not require immediate intervention
- Recognition of cardiopulmonary arrest early and application of CPR within 10 seconds
- Apply team dynamics
- Differentiation between respiratory distress and failure
- Early interventions for respiratory distress and failure
- Differentiation between compensated and decompensated (hypotensive) shock
- Early interventions for the treatment of shock
- Differentiation between unstable and stable patients with arrhythmias
- Clinical characteristics of instability in patients with arrhythmias
- Post-cardiac arrest management

This certification is valid for two years. RFD currently has seven (7) certified Handtevy instructors to provide this training. This training requires the use of pediatric/child skills mannequins, pediatric/child airway training tools, EKG rhythm generators, and current edition instructor manuals with DVD instruction. RFD currently offers a minimum of six (6) recertification classes every two years, to cover all current RFD Paramedics.

- Event Medic: Provides public safety and event medics to large events within the city. The medics provide Advanced Life Support EMS care to citizens and participants at events including the Redlands Bicycle Classic, Hangar 24 Air Show, Believe Walk, and A Run through Redlands (ICEMA).
- Cardiopulmonary Resuscitation-Internal Program: Each employee is required to maintain CPR certification, allowing CPR training to be taught in-house (AHA).
- Infectious Control: Responsible for the administration of the Infection Prevention and Control Program, which includes the identification, investigation, reporting, prevention, and control of nosocomial infections for personnel. Responsible for coordinating in-service programs related to infection prevention and control. The program is mandated by the Ryan White Act (CFR, Cal-OSHA, CDC, OSHA 1910, 130).
- Emergency Medical Services Quality Improvement Program: The quality improvement program maintains the regulatory requirement of quality assurance/ improvement for all personnel who perform emergency medical care to the sick and injured. The program is closely monitored as required by the Inland Counties Emergency Medical Services Agency, State Emergency Medical Authority, and California Code of Regulations, Title 22 (EMSA, ICEMA).

- ePCR: Management of the continued education of updates of the ICEMA mandated Electronic Patient Care Record System (ICEMA) RFD personnel are heavily involved in the ePCR working group and assist in updates, maintenance, and training of the program.
- Vaccination Administration Program: The Redlands Fire Department recently received local optional scope vaccination program approval through ICEMA to support EMT and EMT-P COVID-19 Intramuscular vaccination efforts in collaboration with the Redlands Community Hospital.

Program Objectives:

- Promote the highest standards of rapid response, patient evaluation, and emergency care possible.
- Provide ongoing training, recertification, and paramedic licensure oversight to ensure uninterrupted program delivery.
- Function as liaison for the City with County and State health care agencies.
- Provide strategic and tactical judgments regarding Citywide EMS resource coordination and delivery.
- Monitor and coordinate Safety Employee Bloodborne Pathogen/Exposure/Infection Control program. Operations Fire Captain Rob Sandberg and Engineer Brad Byers serve as Infection Control Officers as Ancillary Duties to assist the EMS Coordinator.
- Continue to conduct, monitor, and evaluate emergency medical technician training and operations as set forth by policy, procedure, and mandated protocol.
- Provide staff recommendations concerning EMS and related incident management functions.
- Coordinate City EMS functions with Department Medical Director.
- Evaluate, monitor, and coordinate the Fire Department Paramedic program.
- Complete T/B mask fitting for personnel per OSHA regulations.
- Maintain OSHA vaccination records and provide access to obtain titers and vaccinations as needed or requested.
- Continue to monitor and evaluate Citywide Automatic External Defibrillator Program.
- Administer, monitor, and oversee Paramedic Quality Improvement Program.
- Coordinate specific medical training with local ambulance providers.
- Continue to provide advanced life support to the community in the most economical way feasible.
- Continue to provide input at the County level with regional changes affecting EMS.
- Continue to advance medical equipment to maintain optimal functionality to provide the best and most efficient care to our communities.
- Continue to monitor the UCapIt vending machines at all fire stations for restocking purposes to improve inventory tracking and decrease unnecessary budgetary replacement costs.
- Continue to monitor the PS Trax controlled substance tracking software to improve the system in line with DEA requirements.
- Continue to advance training equipment and programs to align with current AHA and resuscitation academy recommendations for feedback and simulation devices to simulate real-life training scenarios.
- Continue to align with the RUSD to provide Stop the Bleed Training to all RUSD staff and students (post-COVID).

Significant Program Changes:

- The EMS Coordinator has conducted post-incident quality assurance review and training for paramedic and emergency medical technician personnel. The QA/QI program has identified residents who are frequent users of our emergency medical services and now assists them in accessing resources specific to their needs and condition. This lowers the demand for emergency services and keeps resources available for more pressing emergencies. Implementation of electronic patient care record-keeping systems in coordination with Inland Counties Emergency Medical Agency is continuing. Through CONFIRE, the Fire Department is now a party to an agreement with the Inland Counties Emergency Medical Agency and San Bernardino County Information Services Department that allows for more efficient centralization of response records.
- In-house paramedics have been certified to instruct both Advanced Cardiac Life Support and Pediatric Life Support to Paramedics, saving the City money.
- The Event Medic program has expanded to include Fireline Paramedics and EMTs who serve our community as well as other communities when called upon in time of disaster or fire.
- Continue to improve the City's infectious disease control plan to include specific procedures in the event of an outbreak in our city.

Accomplishments for Fiscal Years 2022-2024:

- Continued implementation of robust QI/QA program monitoring all cardiac arrests (to include CARES registry/Utstein parameters), strokes, STEMIs, TXA administrations, Narcan administrations, advanced procedures/medications, AMAs, controlled substance administrations, aspirin not administered in cardiac cases, epinephrine administrations, intubations, and capnography utilizations, pediatric incidents, trauma incidents, submersion incidents, incidents with low (less than 100%) validity.
- Advancement of the High-performance CPR program with the addition of the ZOLL impedance threshold device.
- Monitoring and re-training of Handtevy program. Trained seven (7) personnel in Handtevy Instructor course for updated pediatric advanced training for the department.
- Re-education of PS Trax software for controlled substance tracking.
- Movement of backup (line-medic) gear for inventory and budget tracking.
- Update Exposure Control Plan and Exposure Packets.
- Update Infectious Disease Plan and Protocols.
- Assist in the continuation of SB County COVID-19 Incident Management Team for protocol development, agency liaison monitoring, COVID-19 swabbing, and vaccinations.
- Updated ACLS instructor training.
- Updated AHA and Handtevy training material and equipment.
- Continued implementation of EMS training program with outside, peer, and EMS Coordinator instruction.
- Continued implementation of Firefighter Rehab program overseen by EMS Coordinator – procurement of rehab equipment, nutrition, and hydration.
- Development of paramedic equipment replacement program (for outdated, damaged equipment)
- Continued monitoring of waste disposal program.
- Development of community COVID-19 vaccine program alongside Redlands Community Hospital, Redlands Police Department, Redlands Unified School District, University of Redlands, and ESRI.

- Assist in the implementation of the Emergency Community Nurse System at the dispatch center.
- Development and implementation of the Naloxone Leave Behind Program.
- Participation in the statewide Pediatric Emergency Care Coordination Program.
- Implementation and submission for AHA: Mission Lifeline Recognition.
- Development and implementation of new hire and probational program.
- Submission of personnel recognition through Handtevy Challenge Coins and EMSA EMS Awards.

DEPARTMENT/DIVISION
EMERGENCY MEDICAL SERVICES

FUND
EMERGENCY MEDICAL SERVICES FUND

ORGKEY
205250

OBJECT	2022-23 ACTUAL (AUDITED)	2023-24 ADJUSTED BUDGET	2023-24 12 MONTH ESTIMATED	2024-25 CITY COUNCIL ADOPTED	2025-26 CITY COUNCIL ADOPTED
SALARIES AND BENEFITS					
5001 Salaries: Full-Time	2,026,232	2,974,113	2,049,660	2,451,409	2,572,869
5003 Labor Code Sec 4850	15,895	100,000	25,000	25,000	30,000
5101 Overtime Salaries	123,705	180,000	180,000	180,000	180,000
5102 O.T. Reimbursable	108,394	185,000	100,000	115,000	120,000
5103 Constant Staffing	740,118	700,000	750,000	750,000	800,000
5202 Holiday Pay	66,931	-	62,680	-	-
5203 Bonus	3,500	-	-	-	-
5204 Accrual Payout	8,305	-	12,589	-	-
5301 Banked Leave Buy Back	10,819	162,424	4,064	145,788	187,307
5401 Pension Contributions	392,130	644,161	388,701	458,752	476,941
5501 FICA/Medicare	52,061	48,041	51,912	46,849	49,386
5601 Deferred Compensation	82,421	76,969	31,725	71,077	73,450
5701 Health/Dental Insurance	268,035	563,906	329,509	472,622	475,570
5702 Workers' Comp Insurance	351,912	380,485	380,485	256,568	265,494
5703 Disability Insurance	24,445	29,108	25,793	27,334	29,096
5704 Unemployment Insurance	1,844	10,850	9,114	9,548	9,548
5705 Life Insurance	1,250	1,575	1,144	1,386	1,386
5802 Eyecare Reimbursement	-	225	225	300	300
5803 Clothing Allowance	19,800	26,400	26,400	24,200	24,200
5903 Other Taxable Benefits	3,390	59,276	5,149	4,950	4,950
5904 Tuition Reimbursement	-	-	735	-	-
TOTAL SALARIES AND BENEFITS	4,301,186	6,142,533	4,434,885	5,040,783	5,300,497
SERVICES					
6005 License & Permits	6,862	6,500	6,500	6,500	6,500
6105 Medical/Physicals	1,699	2,500	2,500	2,000	2,500
6106 Other Professional Services	19,218	28,000	28,000	28,000	28,000
6401 Meeting & Prof Development	2,283	5,800	5,800	5,800	5,800
6402 Travel Expense/Reimbursement	3,485	6,500	6,500	6,500	6,500
6403 Training	295	2,400	5,400	3,000	3,500
6601 Postage	72	800	800	600	800
6703 Software Support/Development	9,544	17,800	17,800	16,400	17,800
6710 Special Contractual Services	-	5,000	5,000	4,000	5,000
6802 Info Tech Service Charges	224,947	241,993	241,993	167,543	147,597
6803 City Garage Charges	73,165	78,093	92,347	110,135	114,736
6804 General Govt Service Charge	226,466	237,790	237,790	619,635	641,322
6901 Printing and Binding	54	3,500	3,500	3,000	3,500
6902 Advertising	-	2,000	2,000	2,000	2,000
6907 Comms Service & Rental	269,436	279,365	279,365	305,578	320,367
6909 Subscriptions & Memberships	8,448	10,420	10,420	9,920	10,420
TOTAL SERVICES	845,974	928,461	945,715	1,290,611	1,316,342

DEPARTMENT/DIVISION
EMERGENCY MEDICAL SERVICES

FUND
EMERGENCY MEDICAL SERVICES FUND

ORGKEY
205250

OBJECT	2022-23 ACTUAL (AUDITED)	2023-24 ADJUSTED BUDGET	2023-24 12 MONTH ESTIMATED	2024-25 CITY COUNCIL ADOPTED	2025-26 CITY COUNCIL ADOPTED
SUPPLIES					
7001 Books & Supplies	596	1,000	1,000	800	1,000
7002 Office Supplies	160	1,500	1,500	1,200	1,500
7003 Awards/Recognition Prgm	1,510	2,000	2,000	2,000	2,000
7004 Uniform/Safety Clothing	3,205	19,406	19,406	19,000	19,000
7101 Office Equipment/Furniture	269	3,500	3,500	3,000	3,500
7102 Small Tools & Equipment	426	8,500	8,500	8,000	8,500
7205 Machinery & Equip. Maint.	29,355	31,800	31,800	31,800	31,800
7208 Repair/Maintenance Supplies	-	1,500	1,500	1,000	1,500
7209 Janitorial Supplies	-	1,000	1,000	1,000	1,000
7211 Computer Components	-	4,500	4,500	4,000	4,500
7213 Motor Vehicle Supplies	-	1,500	1,500	1,000	1,500
7804 Medical Supplies	89,638	101,200	101,200	101,200	101,200
7807 Food	2,070	1,500	1,500	1,500	1,500
7810 Special Departmental Supplies	10,567	20,000	17,000	25,000	30,000
TOTAL SUPPLIES	137,796	198,906	195,906	200,500	208,500
FUND TOTAL	5,284,956	7,269,900	5,576,506	6,531,894	6,825,339

Fire Household Hazardous Waste

Program Description:

The Household Hazardous Waste Program provides for the proper disposal of hazardous materials that might otherwise end up in landfills or wastewater treatment facilities. The program provides personnel with the proper training and equipment to properly evaluate, accept, document, and recycle household hazardous waste. The Household Hazardous Waste Program exemplifies the City of Redlands' environmentally friendly approach by collecting and recycling hazardous substances and electronic equipment. The San Bernardino County Fire Protection District now oversees and administers the Household Hazardous Waste Program and the maintenance of the facility. This very successful program was used by approximately 3874 participants in 2023.

The San Bernardino County Fire Protection District operates and manages the following programs:

- *E-Waste Recycling:* This program runs in conjunction with the Household Hazardous Waste Program and is operated by the SBCFPD.
- *Household Hazardous Waste Disposal Program:* Redlands was the first city within San Bernardino County to begin offering this service and has been operating for twenty-one years in conjunction with San Bernardino County. Funds collected through this program pay for disposal, training, and operational needs within the department as it relates to hazardous materials (SARA, OSHA, RCRA, TSCA, DOT, California Health and Safety Code). As of March 2020, the City ceded the program to SBCFPD by way of an amendment to the original contract set to expire June 30, 2022. SBCFPD now operates the Redlands HHW location on behalf of the City.

Program Objectives:

- Continue operation and maintenance of the Household Hazardous Waste Collection site each Saturday, from 9:00 a.m. to 2:00 p.m., for the citizens of Redlands
- Continue the safe collection, categorization, lab packaging, and storage of household hazardous waste collection for proper disposal
- Provide training and equipment to operate an Emergency Hazardous Material Response Team
- Provide all department personnel with State mandated annual refresher training for Hazardous Materials First Responders in compliance with CFR 1910
- Continue to collaborate with San Bernardino County Household Hazardous Waste to provide outreach and public education regarding the proper disposal of hazardous materials used in the home
- Seek State and/or Federal grants to help fund programs
- Continue site inventory control and monitoring
- Coordination of inter-agency waste disposal programs
- Maintain State and County mandated certification and program elements

Accomplishments for Calendar Year 2023:

- Approximately 3,874 countywide residents used the program in 2023 including 3,128 Redlands residents.
- Collection and proper disposal of 213,455 (pounds) of Household Hazardous Waste including used motor oil and oil products.
- Collected 59,468.56 pounds of electronic waste.
- Collection and disposal of:
 - 42,050.64 lbs. of Latex Paint
 - 19,424.41 lbs. of Oil Base Paints
 - 11,313.12 lbs. of Flammable Liquids/ Solids
 - 2,561.46 lbs. of Bulked Flammable Liquids
 - 2,988.37 lbs. of Poison
 - 1,280.73 lbs. of Corrosive Acids
 - 213.46 lbs. of Corrosive bases
 - 640.37 lbs. of Oxidizers
 - 2,348.01 lbs. of Aerosols
 - 1,280.73 lbs. of Home Generated Sharps
 - 4,482.56 lbs. of Antifreeze
 - 5,549.83 lbs. of Lead/ Acid batteries
 - 4,439.86 lbs. of Household Batteries
 - 1,494.19 lbs. of NiCad batteries
 - 16,862.95 lbs. of Motor Oil/ Oil products
 - 768.44 lbs. of Oil Filters
 - 22,839.69 lbs. of Cathode Ray Tubes (CRT)
 - 59,468.56 lbs. of Electronic Waste
 - 1,280.73 lbs. of Fluorescent Tubes
 - 853.82 Compressed Gas Cylinders
 - 1,707.64 lbs. of Cooking Oil
 - 1,921.10 lbs. of Pharmaceuticals
 - 4,482.56 lbs. of Waste Exchanged Materials
 - 3,201.83 lbs. of other hazardous materials

DEPARTMENT/DIVISION
HOUSEHOLD HAZARDOUS WASTE

FUND
HOUSEHOLD HAZARDOUS WASTE FUND

ORGKEY
206250

OBJECT	2022-23 ACTUAL (AUDITED)	2023-24 ADJUSTED BUDGET	2023-24 12 MONTH ESTIMATED	2024-25 CITY COUNCIL ADOPTED	2025-26 CITY COUNCIL ADOPTED
SALARIES AND BENEFITS					
5702 Workers' Comp Insurance	-	1,439	-	-	-
TOTAL SALARIES AND BENEFITS	-	1,439	-	-	-
SERVICES					
6106 Other Professional Services	161	-	-	-	-
6710 Special Contractual Services	133,870	139,000	139,000	143,059	148,424
6804 General Govt Service Charge	6,755	7,093	7,093	9,016	9,332
TOTAL SERVICES	140,786	146,093	146,093	152,075	157,756
SUPPLIES					
7102 Small Tools & Equipment	-	500	500	500	500
TOTAL SUPPLIES	-	500	500	500	500
FUND TOTAL	140,786	148,032	146,593	152,575	158,256

(This page intentionally left blank)

Facilities and Community Services

Program Description:

The mission of the Facilities and Community Services Department is to promote and develop policies and practices that minimize impact to the environment, improve the response experience to reports and service requests, provide quality service to City residents, businesses, and visitors, and improve the quality of life for present and future generations.

Program Objectives:

The Facilities and Community Services Department is comprised of the following divisions and functions:

- Administration: Providing customer service and support to residents, businesses, and visitors of the city for requests for service and information.
- Animal Services: Overseeing animal welfare and services.
- Building Maintenance Division: Maintaining city facilities.
- Citrus Groves & Preservation Division: Focusing on the preservation and management of the city's citrus groves.
- Code Enforcement Division: Ensuring compliance with state and local laws and codes.
- Downtown Division: Managing the City's Certified Farmers Markets and other downtown events, promoting tourism, and serving the downtown business community.
- Equipment Maintenance Division: Maintaining the city fleet, operating the natural gas fuel station, and maintenance of the Corporate Yard.
- Hillside Memorial Park: Management and operation of the city-owned cemetery.
- Homeless Resource Coordination: Facilitating resources for the homeless community.
- Parks Division: Maintaining parks, Landscape Maintenance Districts, and Community Facility Districts.
- Recreation & Senior Services Divisions: Managing Community and Senior Centers and their programs.
- Redlands Municipal Airport: Management and operation of the city-owned airport.
- Street Tree Division: Providing in-house tree trimming and emergency tree services.
- Solid Waste Division: Collection of residential and commercial green waste, refuse, recyclables, operating the California Street Landfill, and development and implementation of the city's recycling programs.

DEPARTMENT/DIVISION
FACILITIES AND COMMUNITY SERVICES ADMINISTRATION

FUND						ORGKEY
GENERAL FUND						101300
OBJECT	2022-23 ACTUAL (AUDITED)	2023-24 ADJUSTED BUDGET	2023-24 12 MONTH ESTIMATED	2024-25 CITY COUNCIL ADOPTED	2025-26 CITY COUNCIL ADOPTED	
SALARIES AND BENEFITS						
5001 Salaries: Full-Time	160,490	276,352	192,021	536,473	564,361	
5101 Overtime Salaries	1,481	1,000	1,542	1,500	1,500	
5202 Holiday Pay	2,199	-	1,266	-	-	
5203 Bonus	7,210	-	-	3,416	3,564	
5204 Accrual Payout	2,376	-	2,050	-	-	
5301 Banked Leave Buy Back	1,894	7,636	12,964	30,611	32,164	
5401 Pension Contributions	47,004	139,254	57,574	157,554	157,731	
5501 FICA/Medicare	13,121	20,068	15,748	36,440	38,373	
5601 Deferred Compensation	1,370	2,798	2,501	10,703	11,015	
5701 Health/Dental Insurance	20,543	63,830	29,407	92,295	92,308	
5702 Workers' Comp Insurance	13,225	14,299	14,299	18,543	19,188	
5703 Disability Insurance	497	669	524	1,207	1,276	
5704 Unemployment Insurance	180	1,437	1,720	2,322	2,322	
5705 Life Insurance	132	209	138	337	337	
5801 Vehicle Allowance	-	-	1,212	5,016	5,016	
5802 Eyecare Reimbursement	535	745	1,330	1,605	1,605	
5803 Clothing Allowance	348	324	1,619	831	831	
5903 Other Taxable Benefits	345	(49,682)	658	1,002	1,002	
5904 Tuition Reimbursement	-	-	4,092	-	-	
TOTAL SALARIES AND BENEFITS	272,949	478,939	340,665	899,855	932,593	
SERVICES						
6005 License and Permits	2,230	-	7,000	-	-	
6006 Taxes	223	-	-	-	-	
6007 Penalties and Interest	29	-	-	-	-	
6106 Other Professional Services	13,833	9,715	17,270	17,500	18,375	
6301 Water Wastewater Refuse	-	-	306	306	321	
6304 Telephone	9,130	6,615	7,601	7,800	8,190	
6401 Meeting & Prof Development	1,372	900	179	1,400	1,600	
6402 Travel Expense/Reimbursement	-	1,300	1,300	1,600	1,680	
6403 Training	1,572	-	2,800	3,200	3,400	
6601 Postage	1,700	1,865	1,865	1,900	1,995	
6703 Software Support/Development	981	420	420	840	840	
6708 Special Program Expenditures	58,861	950	212,398	50,000	50,000	
6710 Special Contractual Services	96,604	286,610	210,760	150,000	150,000	
6802 Info Tech Service Charges	35,554	113,247	38,248	83,772	73,799	
6803 City Garage Charges	7,391	789	43,458	63,502	66,154	
6901 Printing and Binding	6,519	1,220	6,463	6,463	6,463	
6902 Advertising	1,330	-	-	-	-	
6904 Land and Building Rent	-	-	4,200	-	-	
6906 Office Equip & Furn Rent	4,310	4,278	4,278	4,310	4,310	
6909 Subscriptions & Memberships	5,766	2,200	4,510	7,516	7,516	
6910 Labor	1,288	-	135	-	-	
TOTAL SERVICES	248,695	430,109	563,191	400,109	394,643	

DEPARTMENT/DIVISION
FACILITIES AND COMMUNITY SERVICES ADMINISTRATION

FUND							ORGKEY
GENERAL FUND							101300
OBJECT	2022-23 ACTUAL (AUDITED)	2023-24 ADJUSTED BUDGET	2023-24 12 MONTH ESTIMATED	2024-25 CITY COUNCIL ADOPTED	2025-26 CITY COUNCIL ADOPTED		
SUPPLIES							
7002	Office Supplies	17,976	6,300	20,000	15,000	15,750	
7004	Uniform/Safety Clothing	1,644	400	400	800	840	
7101	Office Equipment & Furniture	-	1,500	12,144	10,000	10,500	
7206	Vehicle Maintenance	1,447	917	1,244	1,447	1,447	
7208	Repair/Maintenance Supplies	911	-	220	220	220	
7209	Janitorial Supplies	857	-	-	857	857	
7211	Computer Components	4,212	-	10,150	10,150	10,150	
7807	Food	1,505	-	6,500	6,500	6,825	
7810	Special Departmental Supplies	1,558	1,050	1,050	1,050	1,050	
7901	Non-Capital Expenditures	511,447	700,000	521,348	1,000,000	1,000,000	
	TOTAL SUPPLIES	541,557	710,167	573,056	1,046,024	1,047,639	
FIXED ASSETS							
8001	Land Acquisitions	-	1,687,000	850,000	650,000	-	
8602	Other Land Improvements	-	200,000	200,000	-	-	
8706	All Other Equipment	-	-	-	-	50,000	
8801	Capital Lease	23,180	14,370	48,070	44,944	44,944	
	TOTAL FIXED ASSETS	23,180	1,901,370	1,098,070	694,944	94,944	
	DIVISION TOTAL	1,086,381	3,520,585	2,574,982	3,040,932	2,469,819	

Facilities and Community Services Building Maintenance Division

Program Description:

The Building Maintenance Division performs both routine maintenance and emergency service for all City-owned facilities. This division provides maintenance services to all City facilities totaling approximately 583,000 square feet and includes the Citrus Center, Civic Center, three parking structures, A.K. Smiley Library, Lincoln Shrine, Contemporary Club, four Fire stations, Police Annex, Joslyn Senior Center, Community and Senior Center, Corporate Yard, Redlands Airport, Landfill, Hillside Memorial Park and 1625 Redlands Blvd.

This Division is utilized for a wide range of building maintenance functions including carpentry, plumbing, electrical, HVAC, painting, furniture assembly and relocation, general cleaning services, and special projects including office construction, remodeling, janitorial issues, and environmental testing.

City staff prepares scope of services, solicits bids, and administers contracts for various vendors to provide ongoing and specialized maintenance services. Among the contracted services are janitorial, pest control, HVAC maintenance, elevator servicing, and security alarm systems.

Program Objectives:

- Provide quality service when responding to calls from various departments regarding maintenance and repair of City-owned facilities.
- Reduce response time for maintenance and service calls.
- Work synergistically with other divisions for various department and city-wide projects.
- Manage CIP and other facility related projects.

Accomplishments for Fiscal Year 2022-24:

- Managed the renovation of the Joslyn Senior Center.
- Managed the renovation of the Redlands Bowl (electrical and sound project, stucco rehabilitation, and bench replacement).
- Managed the Prospect Park Lighting Upgrade Project.
- Managed the roof replacement at 300 E State St.
- Managed the Boiler replacement project at the Smiley Library.
- Managed renovations at the Community Center recreation space.
- Received 508 work orders and completed 419 of them.
- Managed Animal Services Remodel.
- Managed Ford Park Pond Aeration Project.

Goals for Fiscal Year 2024-26:

- Implement new work ticket tracking system.
- Complete full facility assessment, programmed maintenance plan, and CIP for City buildings and facilities.
- Repair and replace roofs as indicated in assessment based on priority.

DEPARTMENT/DIVISION
BUILDING MAINTENANCE

FUND
GENERAL FUND

ORGKEY
101301

OBJECT	2022-23 ACTUAL (AUDITED)	2023-24 ADJUSTED BUDGET	2023-24 12 MONTH ESTIMATED	2024-25 CITY COUNCIL ADOPTED	2025-26 CITY COUNCIL ADOPTED
SALARIES AND BENEFITS					
5001 Salaries: Full-Time	155,939	289,453	161,958	558,295	580,455
5101 Overtime Salaries	33,886	27,563	27,563	28,390	29,242
5202 Holiday Pay	5,655	-	15,841	-	-
5203 Bonus	8,925	-	-	411	440
5204 Accrual Payout	1,614	-	518	-	-
5301 Banked Leave Buy Back	2,636	3,107	5,184	9,856	14,156
5401 Pension Contributions	45,883	52,725	52,326	170,062	168,440
5501 FICA/Medicare	16,444	13,543	16,355	41,928	43,873
5601 Deferred Compensation	473	473	660	4,599	4,796
5701 Health/Dental Insurance	18,875	47,485	39,618	152,785	153,347
5702 Workers' Comp Insurance	18,645	20,159	20,159	21,230	21,968
5703 Disability Insurance	1,387	1,310	1,370	3,987	4,143
5704 Unemployment Insurance	211	1,107	1,796	3,147	3,147
5705 Life Insurance	155	161	158	457	457
5801 Vehicle Allowance	-	-	-	600	600
5802 Eyecare Reimbursement	-	574	574	2,175	2,175
5803 Clothing Allowance	450	600	600	1,830	1,830
5804 Uniform Rental	124	250	250	-	-
5903 Other Taxable Benefits	806	8,399	1,261	2,813	2,813
TOTAL SALARIES AND BENEFITS	312,109	466,909	346,191	1,002,565	1,031,882
SERVICES					
6005 License and Permits	900	-	225	-	-
6007 Penalties and Interest	59	-	3,370	-	-
6301 Water, Sewer, Disposal	25,379	45,813	45,813	150,870	158,026
6304 Telephone	19,397	16,537	16,537	17,033	17,544
6307 Electricity & Gas	1,000,981	895,015	903,125	992,915	1,012,773
6309 Heating/AC Service Contract	102,574	90,328	-	-	-
6403 Training	1,243	1,654	800	1,687	1,721
6601 Postage	25	-	-	-	-
6710 Special Contractual Services	300,344	198,570	99,819	116,600	120,098
6712 Landfill Tipping Charges	1,055	1,050	1,050	1,071	1,092
6802 Info Tech Service Charges	35,554	68,247	38,248	30,462	26,836
6803 City Garage Charges	14,781	15,776	27,161	42,665	44,447
6901 Printing and Binding	275	-	42	-	-
6902 Advertising	1,962	2,000	2,000	2,060	2,122
6903 Janitorial Services	329,475	752,842	450,000	533,500	548,805
6908 Other Rentals	5,664	6,673	15,155	15,000	15,000
6910 Labor	158,014	26,426	200,177	206,000	222,480
TOTAL SERVICES	1,997,682	2,120,931	1,803,522	2,109,863	2,170,944
SUPPLIES					
7002 Office Supplies	5,380	1,103	2,465	2,514	2,565
7004 Uniform/Safety Clothing	6,484	5,453	5,847	6,022	6,203
7101 Office Equipment & Furniture	-	1,575	1,575	1,600	1,700
7102 Small Tools & Equipment	7,302	1,654	7,385	3,500	4,000

DEPARTMENT/DIVISION
BUILDING MAINTENANCE

FUND							ORGKEY
GENERAL FUND							101301
OBJECT		2022-23 ACTUAL (AUDITED)	2023-24 ADJUSTED BUDGET	2023-24 12 MONTH ESTIMATED	2024-25 CITY COUNCIL ADOPTED	2025-26 CITY COUNCIL ADOPTED	
SUPPLIES (CONT.)							
7201	Hardware Maint/Replace	1,261	-	-	-	-	
7204	Building/Grounds Maintenance	18,863	66,020	1,234	25,000	25,500	
7205	Machinery & Equip. Maint.	11,023	12,833	-	-	-	
7206	Vehicle Maintenance	1,079	420	715	-	-	
7208	Repair/Maintenance Supplies	136,794	48,606	375,000	309,000	318,270	
7209	Janitorial Supplies	34,068	33,000	10,000	10,300	10,609	
7210	Building Supplies	43,450	24,982	24,982	25,731	26,503	
7211	Computer Components	1,591	1,103	1,103	-	-	
7807	Food	418	-	750	750	750	
7810	Special Departmental Supplies	21,536	44,400	113,506	116,911	120,418	
7901	Non-Capital Expenditures	159,823	105,000	-	-	-	
	TOTAL SUPPLIES	449,071	346,148	544,561	501,329	516,518	
FIXED ASSETS							
8501	Other Betterments/Improv	77,333	549,970	200,000	-	-	
8704	Motor Vehicles	36,761	-	-	-	-	
8706	All Other Equipment	70,995	-	-	-	-	
8801	Capital Lease	12,957	43,926	56,682	53,462	53,462	
	TOTAL FIXED ASSETS	198,047	593,897	256,682	53,462	53,462	
DEBT SERVICE							
9002	Principal-Lease	11,346	-	-	-	-	
9102	Interest-Lease	420	-	-	-	-	
	TOTAL DEBT SERVICE	11,766	-	-	-	-	
	DIVISION TOTAL	2,968,675	3,527,885	2,950,957	3,667,218	3,772,806	

Facilities and Community Services Streets & Electrical Division

Program Description:

The Street Division provides for the general maintenance and repair of 314 miles of streets and 90 miles of storm drains within the City. Crews respond to approximately 1,000 annual calls for routine street maintenance services.

The division also provides routine street cleaning and sweeping services on public roadways within the city. Cleaning actions include mechanical sweeping, debris removal, storm cleanup, and other related services. Streets are swept on a bi-monthly basis totaling 510 curb-miles swept during each sweeping rotation, equating to 1,020 curb-miles cleaned per month.

The division is also charged with providing the maintenance and repair of 72 city-owned traffic signals and approximately 5,000 city-owned streetlights.

Program Objectives:

- Patch and repair asphalt surfaces, including potholes, utility trenches, and cracks.
- Repair and ramping of sidewalks damaged by tree roots.
- General maintenance and repair to the storm drain system, including clearing of vegetation, repairs to open and rock channels, debris removal, clearing of blockages, and general inspections.
- Operation of a weed abatement program to include shoulder grading and mowing, spraying, and removal to comply with Fire Department abatement requirements.
- Provide support to public safety departments for barricades, signs, and human resources in response to emergencies.
- Install, replace, repair, and maintain all traffic signage within the public right-of-way.
- Install, restore, and maintain all roadway markings and striping, including painted curbs, street legends, crosswalks, centerline and lane-line stripes, and parking lot lines.
- The division's field service coordinator is responsible for oversight of the City's contracted street sweeping and traffic signal infrastructure.
- Service, repair, and maintain streetlights.

Accomplishments for Fiscal Year 2022-2024:

- Maintained over 300 miles of streets, including potholing and skin patching, and sidewalk ramping, using 130 tons of asphalt in 457 locations.
- Swept 12,000 curb miles throughout the City
- Removed and replaced approximately 10,022 square feet of sidewalk at 43 locations.
- Completed approximately 7,800 underground service alert tickets.
- Serviced and/or repaired 1,560 streetlights.
- Completed annual cleaning of all storm drain inlets and channels.
- Fabricated, replaced, or serviced 870 street signs.
- Replaced 33 streetlights/traffic signals knocked down in traffic accidents.
- Provided 301 labor hours eradicating illegal dumps.

Projects Completed:

- Worked with SBCTA on light rail traffic signal integration.
- Replaced 4 power pedestals knocked down in traffic accidents.
- Cleared canyon roads during heavy winter rain events.
- Trenched for new conduits at Redlands Bowl.
- Graded road for temporary fire station at Prospect Park.
- Worked alongside Parks and Building Maintenance staff to complete various downtown projects including Christmas holiday decorations and lighting and community service day.

DEPARTMENT/DIVISION
ELECTRICAL

FUND						ORGKEY
GENERAL FUND						101302
OBJECT	2022-23 ACTUAL (AUDITED)	2023-24 ADJUSTED BUDGET	2023-24 12 MONTH ESTIMATED	2024-25 CITY COUNCIL ADOPTED	2025-26 CITY COUNCIL ADOPTED	
SALARIES AND BENEFITS						
5001 Salaries: Full-Time	54,461	62,751	60,650	90,724	95,003	
5101 Overtime Salaries	193	4,000	1,000	4,000	4,000	
5202 Holiday Pay	599	-	1,128	-	-	
5203 Bonus	3,535	-	-	-	-	
5204 Accrual Payout	10	-	11	-	-	
5301 Banked Leave Buy Back	25	1,314	180	3,589	3,911	
5401 Pension Contributions	15,697	17,840	18,003	28,297	28,216	
5501 FICA/Medicare	4,170	4,809	4,724	7,244	7,596	
5601 Deferred Compensation	9	-	12	300	300	
5701 Health/Dental Insurance	10,490	19,829	22,673	32,621	32,621	
5702 Workers' Comp Insurance	5,533	5,982	5,982	2,379	2,834	
5703 Disability Insurance	461	644	559	737	779	
5704 Unemployment Insurance	81	434	849	543	543	
5705 Life Insurance	63	63	64	79	79	
5802 Eyecare Reimbursement	225	225	225	375	375	
5803 Clothing Allowance	150	300	300	338	338	
5804 Uniform Rental	124	125	126	-	-	
5903 Other Taxable Benefits	2	4,598	2	38	38	
TOTAL SALARIES AND BENEFITS	<u>95,826</u>	<u>122,914</u>	<u>116,488</u>	<u>171,264</u>	<u>176,633</u>	
SERVICES						
6008 State Mandated Fees	1,732	3,500	1,678	3,500	3,500	
6105 Medical/Physicals	-	500	-	-	-	
6304 Telephone	1,479	2,700	1,824	2,500	2,500	
6307 Electricity & Gas	389	716	7,402	8,000	8,000	
6311 Elec Service-CA Traffic Sgl	10,655	16,537	20,550	24,000	24,000	
6312 Elec Service-City Traffic Sgl	64,586	46,305	63,471	70,000	70,000	
6314 Elec Service-SCE Street Light	942	11,025	2,500	3,000	3,000	
6315 Electric Service-Street Light	625,097	407,925	579,672	600,000	600,000	
6316 Elec Service-State Str Light	24,306	25,357	48,857	40,000	40,000	
6402 Travel Expense/Reimbursement	-	250	-	250	250	
6403 Training	-	1,200	700	1,300	1,300	
6710 Special Contractual Services	509,101	597,930	425,000	640,000	625,000	
6802 Info Tech Service Charges	23,702	-	25,499	15,231	13,418	
6803 City Garage Charges	14,781	-	23,540	65,486	68,221	
6902 Advertising	-	500	-	500	500	
6904 Land and Building Rent	8,715	11,000	11,000	11,550	12,128	
TOTAL SERVICES	<u>1,285,485</u>	<u>1,125,445</u>	<u>1,211,693</u>	<u>1,485,317</u>	<u>1,471,817</u>	

**DEPARTMENT/DIVISION
ELECTRICAL**

FUND						ORGKEY
GENERAL FUND						101302
OBJECT	2022-23 ACTUAL (AUDITED)	2023-24 ADJUSTED BUDGET	2023-24 12 MONTH ESTIMATED	2024-25 CITY COUNCIL ADOPTED	2025-26 CITY COUNCIL ADOPTED	
SUPPLIES						
7002 Office Supplies	1,778	500	200	500	500	
7003 Awards/Recognition Prgm	-	500	-	500	500	
7004 Uniform/Safety Clothing	577	600	500	600	600	
7102 Small Tools & Equipment	655	2,000	2,000	2,000	2,000	
7205 Machinery & Equip. Maint.	12,257	12,000	15,000	15,000	15,000	
7208 Repair/Maintenance Supplies	127,528	163,101	193,000	171,150	180,000	
7209 Janitorial Supplies	-	50	-	50	50	
7210 Building Supplies	-	500	355	500	500	
7211 Computer Components	1,199	1,000	-	1,000	1,000	
7804 Medical Supplies	-	100	-	100	100	
7807 Food	-	250	125	250	250	
7810 Special Departmental Supplies	5,026	9,000	8,719	10,000	11,000	
7901 Non-Capital Expenditures	1,123,023	-	-	-	-	
TOTAL SUPPLIES	1,272,043	189,601	219,899	201,650	211,500	
FIXED ASSETS						
8706 All Other Equipment	87,097	148,355	38,355	325,000	-	
8801 Capital Lease	(8,427)	-	-	-	-	
TOTAL FIXED ASSETS	78,670	148,355	38,355	325,000	-	
DEBT SERVICE						
9001 Principal	18,438	17,007	19,991	21,684	-	
9002 Principal-Lease	8,071	-	-	-	-	
9101 Interest	5,062	6,494	3,509	1,816	-	
9102 Interest-Lease	356	-	-	-	-	
TOTAL DEBT SERVICE	31,927	23,501	23,500	23,500	-	
DIVISION TOTAL	2,763,951	1,609,816	1,609,935	2,206,731	1,859,950	

DEPARTMENT/DIVISION
STREETS

FUND
GENERAL FUND

ORGKEY
101304

OBJECT	2022-23 ACTUAL (AUDITED)	2023-24 ADJUSTED BUDGET	2023-24 12 MONTH ESTIMATED	2024-25 CITY COUNCIL ADOPTED	2025-26 CITY COUNCIL ADOPTED
SALARIES AND BENEFITS					
5001 Salaries: Full-Time	655,578	979,190	769,737	852,548	888,186
5101 Overtime Salaries	31,380	35,000	30,792	35,000	35,000
5201 Stand By	8,552	20,800	10,000	15,000	15,000
5202 Holiday Pay	8,891	-	12,754	-	-
5203 Bonus	45,535	-	-	-	-
5204 Accrual Payout	840	-	944	-	-
5301 Banked Leave Buy Back	15,068	18,878	25,281	22,247	24,496
5401 Pension Contributions	193,813	283,429	235,001	264,298	259,743
5501 FICA/Medicare	57,351	71,311	66,406	66,622	68,873
5601 Deferred Compensation	869	1,032	1,212	1,248	1,248
5701 Health/Dental Insurance	125,277	294,436	163,799	168,066	168,066
5702 Workers' Comp Insurance	192,543	208,177	208,177	95,393	98,712
5703 Disability Insurance	5,618	8,956	6,996	8,257	8,535
5704 Unemployment Insurance	1,055	6,857	11,474	5,768	5,768
5705 Life Insurance	754	995	826	837	837
5802 Eyecare Reimbursement	923	3,555	3,555	3,987	3,987
5803 Clothing Allowance	2,991	4,380	4,380	3,788	3,788
5804 Uniform Rental	1,202	1,825	1,825	-	-
5903 Other Taxable Benefits	1,585	11,307	2,508	2,856	2,856
TOTAL SALARIES AND BENEFITS	1,349,823	1,950,128	1,555,667	1,545,915	1,585,095
SERVICES					
6005 License & Permits	1,379	2,000	11,200	200,000	206,000
6007 Penalties and Interest	401	-	144	300	309
6105 Medical/Physicals	1,229	5,200	1,300	2,000	2,060
6301 Water, Sewer, Disposal	4,301	6,600	3,674	4,500	4,635
6304 Telephone	5,555	11,550	5,594	6,500	6,695
6307 Electricity and Gas	7,205	-	11,845	12,500	12,875
6401 Meeting & Prof Development	-	2,500	-	2,500	2,575
6402 Travel Expense/Reimbursement	-	3,800	-	3,800	3,914
6403 Training	6,156	19,000	2,600	10,000	10,300
6601 Postage	-	100	-	100	103
6703 Software Support/Development	-	11,025	-	-	-
6710 Special Contractual Services	534,843	901,048	900,000	990,000	910,000
6712 Landfill Tipping Charges	22,714	8,200	80,000	85,000	87,550
6802 Info Tech Service Charges	142,215	-	152,992	91,387	80,508
6803 City Garage Charges	220,233	-	404,246	597,778	614,328
6901 Printing and Binding	-	100	-	100	103
6902 Advertising	-	1,000	-	1,000	1,030
6908 Other Rentals	17,307	20,717	18,000	25,000	25,750
6909 Subscriptions & Memberships	-	1,000	-	1,000	1,030
6910 Labor	4,004	36,597	60,000	60,000	61,800
6911 Bad Debt Expense	3,996	-	-	-	-
TOTAL SERVICES	971,537	1,030,437	1,651,595	2,093,465	2,031,565

**DEPARTMENT/DIVISION
STREETS**

FUND
GENERAL FUND

ORGKEY
101304

OBJECT	2022-23 ACTUAL (AUDITED)	2023-24 ADJUSTED BUDGET	2023-24 12 MONTH ESTIMATED	2024-25 CITY COUNCIL ADOPTED	2025-26 CITY COUNCIL ADOPTED
SUPPLIES					
7002 Office Supplies	1,587	2,700	2,700	3,000	3,090
7003 Awards/Recognition Prgm	-	3,000	1,000	3,000	3,090
7004 Uniform/Safety Clothing	22,746	15,000	34,770	35,000	36,050
7101 Office Equipment & Furniture	-	500	-	500	515
7102 Small Tools & Equipment	41,240	12,000	12,688	15,000	15,450
7204 Building/Grounds Maintenance	179	1,500	-	15,000	15,450
7206 Vehicle Maintenance	5,589	3,000	3,000	3,000	3,090
7208 Repair/Maintenance Supplies	234,348	205,489	190,000	215,000	221,450
7209 Janitorial Supplies	2,603	1,500	1,700	2,000	2,060
7210 Building Supplies	133	-	-	-	-
7804 Medical Supplies	-	300	50	300	309
7807 Food	2,481	1,000	750	1,000	1,030
7810 Special Departmental Supplies	4,670	27,000	27,000	30,000	30,900
TOTAL SUPPLIES	315,576	272,989	273,658	322,800	332,484
FIXED ASSETS					
8501 Other Betterments/Improv	8,265	-	-	-	-
8602 Other Land Improvements	93,163	-	-	-	-
8704 Motor Vehicles	71,992	657,806	657,806	295,000	170,000
8706 All Other Equipment	-	75,000	20,468	-	65,000
8801 Capital Lease	30,098	338,538	68,524	72,124	72,124
TOTAL FIXED ASSETS	203,517	1,071,344	746,798	367,124	307,124
DEBT SERVICE					
9001 Principal	79,736	83,914	82,286	29,870	30,835
9002 Principal-Lease	23,913	-	-	-	-
9101 Interest	7,830	9,038	5,279	2,241	1,165
9102 Interest-Lease	364	-	-	-	-
TOTAL DEBT SERVICE	111,843	92,952	87,565	32,111	32,000
 DIVISION TOTAL	 2,952,296	 4,417,850	 4,315,283	 4,361,415	 4,288,268

Facilities and Community Services Parks Division

Program Description:

The Parks Division is responsible for the maintenance and upkeep of approximately 800 acres consisting of 26 established parks, over 60 water well and reservoir sites, parking lots, 14.5 acres of median strips and traffic islands throughout the City, the downtown area, and the improved I-10 Gateway. The division is comprised of 20 full-time employees who provide maintenance to the City's Park and open space system. The division also has a dedicated staff member to handle graffiti abatement within the city. City parks and medians also include over 6,530 trees, which are included within the tree care program and monitored by division staff. All members of the Parks Division are trained to assist the Tree Division with routine tree removals, trimming, and emergency tree care when needed. These actions are not only performed on trees within the parks system, but also to the approximately 43,500 trees within City easement as well as trees located on various City facilities and parcels. Parks Division staff also help facilitate special events along with maintaining all of the downtown areas within the City's purview. The division also assists in the cleanup of homeless encampments and illegal dumps throughout the city.

Program Objectives:

- Provide clean, safe, and attractive open space and parkland areas.
- Maintain irrigation systems and facility plumbing systems in all areas of responsibility.
- Maintain playgrounds and other facilities in a safe, clean manner.
- Maintain historic downtown Redlands.
- Maintain City medians.
- Support the tree crew with any tree related emergency mitigation within the city parks system.
- Support the tree crew with any tree related emergency mitigation within the City's easement areas throughout the city.
- Support the tree crew with the weekly palm frond abatement throughout the city.
- Oversee, coordinate, and assist with various park volunteer efforts and other programs.
- Support the annual Day of Service volunteer event.
- Work cooperatively with various sports groups and special interest organizations.
- Work cooperatively with fellow divisions and departments with various projects and emergency work.

Accomplishments for Fiscal Year 2022-24:

- Parks staff successfully completed the design and installation of over a mile of irrigation for the RSCC Helping Hands Volunteer Workday.
- Coordinated the replacement of vandalized shade sails in seven parks.
- Coordinated the construction and completion of the Israel Beal ballfield.
- Installation of a new shade sail at the Skate Park.
- Parks staff coordinated with volunteers to complete the median planting of Brookside Avenue between Kendall Avenue and Center Street.
- Coordinated and installed improvements to the Ford Park ponds to stabilize the eroding banks by placement of boulders and cobble stone.
- Closed out a total of 685 graffiti abatement work orders.

DEPARTMENT/DIVISION
PARKS

FUND
GENERAL FUND

ORGKEY
101303

OBJECT	2022-23 ACTUAL (AUDITED)	2023-24 ADJUSTED BUDGET	2023-24 12 MONTH ESTIMATED	2024-25 CITY COUNCIL ADOPTED	2025-26 CITY COUNCIL ADOPTED
SALARIES AND BENEFITS					
5001 Salaries: Full-Time	593,572	956,910	736,975	1,069,292	1,114,240
5101 Overtime Salaries	91,923	73,500	144,577	120,000	124,800
5201 Stand By	5,763	-	6,000	7,000	8,000
5202 Holiday Pay	15,071	-	14,850	-	-
5203 Bonus	47,030	-	-	-	-
5204 Accrual Payout	8,100	-	888	-	-
5301 Banked Leave Buy Back	4,644	8,001	16,205	20,765	22,057
5401 Pension Contributions	179,407	197,136	224,285	333,387	330,808
5501 FICA/Medicare	57,552	49,132	70,262	83,754	87,291
5601 Deferred Compensation	757	757	1,056	1,200	1,200
5701 Health/Dental Insurance	151,536	287,750	181,814	243,513	243,513
5702 Workers' Comp Insurance	52,810	57,098	57,098	43,820	45,344
5703 Disability Insurance	5,842	6,175	7,649	10,731	11,204
5704 Unemployment Insurance	1,275	5,590	15,235	7,986	7,986
5705 Life Insurance	823	811	922	1,159	1,159
5802 Eyecare Reimbursement	1,296	2,898	2,898	5,520	5,520
5803 Clothing Allowance	3,015	3,600	4,298	5,325	5,325
5804 Uniform Rental	1,382	13,230	13,230	-	-
5903 Other Taxable Benefits	132	(2,543)	132	450	450
TOTAL SALARIES AND BENEFITS	1,221,928	1,660,045	1,498,374	1,953,902	2,008,897
SERVICES					
6005 License & Permits	30	4,500	6,594	-	-
6007 Penalties and Interest	113	-	318	-	-
6102 Legal Services	-	-	675	-	-
6105 Medical/Physicals	352	-	-	-	-
6301 Water, Sewer, Disposal	86,858	70,000	198,324	405,695	420,887
6304 Telephone	7,435	5,900	7,164	7,379	7,600
6307 Electricity & Gas	93,646	77,175	90,552	93,269	96,067
6401 Meeting & Prof Development	43	525	-	-	-
6402 Travel Expense/Reimbursement	-	2,100	-	-	-
6403 Training	3,876	5,250	3,757	3,870	3,986
6710 Special Contractual Services	930,342	1,314,652	991,960	1,189,000	1,263,127
6712 Landfill Tipping Charges	34,640	36,000	24,756	25,499	26,264
6802 Info Tech Service Charges	154,066	175,741	165,741	152,312	134,180
6803 City Garage Charges	129,331	138,043	277,495	518,400	531,634
6902 Advertising	650	840	-	400	400
6903 Janitorial Services	-	16,800	16,800	17,200	17,500
6908 Other Rentals	16,479	-	2,670	2,751	2,833
6909 Subscriptions & Memberships	3,588	-	-	-	-
6910 Labor	107,716	1,953	57,156	133,064	143,600
6911 Bad Debt Expense	-	1,260	-	-	-
TOTAL SERVICES	1,569,165	1,850,738	1,843,962	2,548,838	2,648,078

**DEPARTMENT/DIVISION
PARKS**

FUND
GENERAL FUND

ORGKEY
101303

OBJECT	2022-23 ACTUAL (AUDITED)	2023-24 ADJUSTED BUDGET	2023-24 12 MONTH ESTIMATED	2024-25 CITY COUNCIL ADOPTED	2025-26 CITY COUNCIL ADOPTED
SUPPLIES					
7002 Office Supplies	3,520	1,400	3,675	4,000	4,000
7004 Uniform/Safety Clothing	30,486	14,000	43,224	44,521	45,856
7102 Small Tools & Equipment	13,340	16,000	38,928	40,096	41,299
7204 Building/Grounds Maintenance	241,830	79,968	94,776	97,619	100,548
7205 Machinery & Equip. Maint.	904	3,200	-	-	-
7206 Vehicle Maintenance	8,224	4,000	5,112	5,265	5,423
7208 Repair/Maintenance Supplies	213,103	132,678	218,052	224,594	231,331
7209 Janitorial Supplies	35,951	10,008	36,492	37,587	38,714
7210 Building Supplies	10,275	6,600	-	-	-
7804 Medical Supplies	-	330	-	-	-
7807 Food	596	1,300	680	750	750
7810 Special Departmental Supplies	123,102	33,000	122,460	-	-
7901 Non-Capital Expenditures	178,313	301,129	256,297	-	-
TOTAL SUPPLIES	859,643	603,613	819,695	454,432	467,922
FIXED ASSETS					
8301 Construction In Progress	1,508,995	-	-	-	-
8501 Other Betterments/Improv	131,819	4,343,087	2,735,779	1,707,635	-
8503 Building Const/Improv	-	-	-	400,000	170,000
8704 Motor Vehicles	124,392	-	-	-	-
8706 All Other Equipment	90,347	-	-	90,000	90,000
8801 Capital Lease	60,610	255,255	202,689	187,700	187,700
TOTAL FIXED ASSETS	1,916,163	4,598,342	2,938,468	2,385,335	447,700
DEBT SERVICE					
9002 Principal-Lease	8,474	-	-	-	-
9102 Interest-Lease	197	-	-	-	-
TOTAL DEBT SERVICE	8,671	-	-	-	-
 DIVISION TOTAL	 5,575,571	 8,712,738	 7,100,499	 7,342,506	 5,572,597

Facilities and Community Services Trees

Program Description:

The City's urban forest is a recognized asset and landmark of the City of Redlands, valued at approximately \$151,929,920.00. The Facilities and Community Services Street Tree Division staff oversee the maintenance of approximately 55,923 tree sites located within the City's right-of-way, City-owned facilities, parking lots, trails, and parks. Of these sites, approximately 43,422 are home to living trees. This count includes approximately 6,350 trees within the City's park system, and the remaining 37,590 trees in parkway areas, easement areas, and City-owned properties. Palm trees continue to be the single most prominent genus of trees within the City's inventory, which numbers approximately 8,950. A close second is the Crape Myrtle tree which numbers approximately 7,051. Both of these tree species are iconic Redlands trees. In partnership with the Redlands Street Tree Committee, the Street Tree Division is dedicated to the continued enhancement, maintenance, and care of this living asset.

Program Objectives:

- Provide trimming (based on safety, tree health, and aesthetics) and maintenance of City trees with a primary focus on individual specimens within the city right-of-way.
- Provide safe and efficient removals of dead, diseased, and hazardous trees, either on a pre-approved or emergency basis.
- Provide an active response to mitigate and resolve emergency tree concerns.
- Work cooperatively with various volunteer groups, special interest organizations, and city departments to promote urban forest health and preservation.
- Provide continual updates to maintain accurate records and reports.

Significant Program Changes and Process Improvements:

This year, the City's contractual support was generously funded as a result of Measure T funds which stocked the account with almost fifteen times the funding from past budget years. This drastically increased the quantities of trees trimmed, dead trees removed, new trees planted and provided mitigation for storm related hazards related to trees.

Accomplishments for Fiscal Year 2022-24:

- Approximately 540 trees were removed.
- Approximately 11,300 trees were trimmed.
- Dead tree population down to .011% of the total tree inventory
- Approximately 230 trees were planted.

**DEPARTMENT/DIVISION
TREES**

FUND
GENERAL FUND

ORGKEY
101305

OBJECT	2022-23 ACTUAL (AUDITED)	2023-24 ADJUSTED BUDGET	2023-24 12 MONTH ESTIMATED	2024-25 CITY COUNCIL ADOPTED	2025-26 CITY COUNCIL ADOPTED
SALARIES AND BENEFITS					
5001 Salaries: Full-Time	218,322	254,075	245,530	317,011	324,283
5101 Overtime Salaries	30,871	15,000	25,000	25,000	25,000
5202 Holiday Pay	5,583	-	6,083	-	-
5203 Bonus	14,695	-	-	-	-
5204 Accrual Payout	44	-	66	-	-
5301 Banked Leave Buy Back	3,311	3,655	2,574	5,185	6,433
5401 Pension Contributions	63,419	73,128	73,519	98,583	96,016
5501 FICA/Medicare	19,755	18,310	21,946	24,643	25,290
5601 Deferred Compensation	17	17	24	468	468
5701 Health/Dental Insurance	44,098	98,665	63,699	79,322	79,322
5702 Workers' Comp Insurance	11,066	11,964	11,964	10,955	11,336
5703 Disability Insurance	2,219	2,597	2,659	3,017	3,083
5704 Unemployment Insurance	338	1,831	2,701	2,035	2,035
5705 Life Insurance	263	266	264	295	295
5802 Eyecare Reimbursement	-	950	950	1,407	1,407
5803 Clothing Allowance	660	1,260	1,260	1,290	1,290
5804 Uniform Rental	496	525	525	-	-
5903 Other Taxable Benefits	42	1,944	62	539	539
TOTAL SALARIES AND BENEFITS	415,199	484,187	458,826	569,750	576,797
SERVICES					
6105 Medical/Physicals	329	552	552	552	552
6401 Meeting & Prof Development	-	5,000	5,000	5,000	5,000
6402 Travel Expense/Reimbursement	650	1,000	1,000	1,000	1,000
6403 Training	884	3,150	3,150	3,150	3,150
6710 Special Contractual Services	1,195,412	1,200,000	1,200,000	1,200,000	1,200,000
6712 Landfill Tipping Charges	1,707	10,000	10,000	10,300	10,609
6802 Info Tech Service Charges	47,405	50,997	50,997	25,200	22,200
6803 City Garage Charges	72,426	77,304	114,076	254,004	264,617
6901 Printing and Binding	-	1,058	506	-	-
6909 Subscriptions & Memberships	505	-	-	-	-
6910 Labor	-	-	343	-	-
TOTAL SERVICES	1,319,318	1,349,061	1,385,624	1,499,206	1,507,128
SUPPLIES					
7002 Office Supplies	325	500	-	-	-
7004 Uniform/Safety Clothing	-	1,000	-	-	-
7208 Repair/Maintenance Supplies	750	12,000	10,557	12,000	12,000
7210 Building Supplies	2,900	-	-	-	-
TOTAL SUPPLIES	3,974	13,500	10,557	12,000	12,000
FIXED ASSETS					
8704 Motor Vehicles	106,676	-	-	-	-
8801 Capital Lease	-	53,924	-	-	-
TOTAL FIXED ASSETS	106,676	53,924	-	-	-
DIVISION TOTAL	1,845,168	1,900,672	1,855,007	2,080,956	2,095,925

Facilities and Community Services Code Enforcement Division

Program Description:

The Code Enforcement Division is responsible for improving the quality of life, protecting property values, and ensuring the health and safety of our community by fair and consistent enforcement of the Redlands Municipal Code. Such enforcement activities include, but are not limited to, enforcement of codes related to property maintenance, graffiti, inoperative vehicles, unsafe conditions, unsafe buildings, unpermitted (unsafe) construction, and the eradication of neighborhood blight. This division consists of one full-time senior code officer, three full-time code officers, and one full-time administrative technician. The Code Enforcement Division provides a balance of providing customer service to residents concerned with municipal code violations while working to educate and gain voluntary compliance increasing the quality of life and serving the entire community.

Program Objectives:

- Provide excellent customer service to the residents and businesses of the City of Redlands;
- Increase the quality of life in the City of Redlands by improving the visual appearance of our neighborhoods through the fair and consistent enforcement of the property maintenance ordinance;
- Respond to citizen concerns pertaining to Municipal Code violations;
- Educate property owners and responsible parties of code requirements and work with stakeholders to resolve issues raised by residents and businesses through voluntary compliance;
- When voluntary compliance is not gained through education, enforcement action is initiated to gain compliance to provide the appropriate customer service to the overall community.

Significant Program Changes and Process Improvements, Focus Area E-Safety and Community Services:

Significant program changes and process improvements for FY 2022-2024 include updating the City's landscape requirements and establishment of a new ordinance to address water conservation efforts, efficient irrigation design, and proper maintenance for both residential and commercial properties. Guidelines and education within this new policy will improve property maintenance and aesthetics while protecting property values and deterring neighborhood blight.

Furthermore, the Code Division continues to assist in activities involving homeless encampments. An increase in homeless activities within the City has a corresponding relation to the unauthorized occupation of vacant and abandoned properties. As a result of this activity, the code enforcement division worked in partnership with stakeholders, property owners and other city departments by providing education, and direction on abatement and the securing of property. Approximately 15 properties were cleaned and secured by the property owners with assistance and direction provided by the City.

Accomplishments for Fiscal Years 2022-24:

- Opened 1,459 cases
- Closed 1,523 cases
- 1,824 Requests for service
- 2,564 Code Inspections

The Code Enforcement Division participates in a monthly meeting with the City's Police Department, Building and Safety Department, and Fire Department to discuss current public safety issues, code cases, and municipal code violations. This partnership assists in improving interdepartmental communications, the successful closing of cases, and providing health and safety to the community.

DEPARTMENT/DIVISION
CODE ENFORCEMENT

FUND
GENERAL FUND

ORGKEY
101306

OBJECT	2022-23 ACTUAL (AUDITED)	2023-24 ADJUSTED BUDGET	2023-24 12 MONTH ESTIMATED	2024-25 CITY COUNCIL ADOPTED	2025-26 CITY COUNCIL ADOPTED
SALARIES AND BENEFITS					
5001 Salaries: Full-Time	289,079	395,728	334,959	328,906	345,311
5101 Overtime Salaries	10,990	5,513	16,500	17,325	18,191
5202 Holiday Pay	7,824	-	7,852	-	-
5203 Bonus	18,700	-	-	-	-
5204 Accrual Payout	-	-	516	-	-
5301 Banked Leave Buy Back	-	1,351	-	3,196	4,213
5401 Pension Contributions	72,817	88,608	82,514	98,008	97,989
5501 FICA/Medicare	24,428	21,730	26,031	24,297	25,576
5601 Deferred Compensation	288	397	589	300	300
5701 Health/Dental Insurance	50,301	70,285	64,901	77,337	77,742
5702 Workers' Comp Insurance	8,299	8,973	8,973	16,432	17,004
5703 Disability Insurance	2,602	2,975	2,909	3,111	3,289
5704 Unemployment Insurance	447	1,988	2,922	1,888	1,888
5705 Life Insurance	314	289	308	274	274
5802 Eyecare Reimbursement	225	1,031	1,031	1,305	1,305
5803 Clothing Allowance	990	1,341	1,475	1,230	1,230
5804 Uniform Rental	386	559	559	-	-
5903 Other Taxable Benefits	850	2,972	2,355	1,118	1,118
TOTAL SALARIES AND BENEFITS	488,541	603,740	554,394	574,727	595,430
SERVICES					
6102 Legal Services	-	3,859	25,538	30,000	30,000
6106 Other Professional Services	2,226	1,103	1,103	5,000	5,500
6304 Telephone	6,062	2,756	5,018	5,269	5,532
6401 Meeting & Prof Development	-	-	570	500	500
6402 Travel Expense/Reimbursement	1,387	-	-	1,000	1,200
6403 Training	2,014	1,654	1,654	1,737	1,824
6601 Postage	3,557	2,756	2,756	2,894	3,038
6703 Software Support/Development	-	17,433	1,200	1,260	1,323
6710 Special Contractual Services	9,694	33,075	33,075	114,729	200,465
6712 Landfill Tipping Charges	2,396	1,103	1,103	1,158	1,216
6802 Info Tech Service Charges	35,554	38,248	38,248	45,694	40,254
6803 City Garage Charges	7,390	7,888	13,581	15,875	16,539
6804 General Govt Service Charge	-	27,778	-	-	-
6901 Printing and Binding	-	2,426	2,426	2,547	2,675
6902 Advertising	290	331	-	-	-
6909 Subscriptions & Memberships	5,899	1,103	6,514	6,840	7,182
6910 Labor	500	-	-	-	-
TOTAL SERVICES	76,969	141,511	132,786	234,502	317,248
SUPPLIES					
7002 Office Supplies	583	2,205	2,205	2,315	2,431
7004 Uniform/Safety Clothing	837	2,205	2,205	2,315	2,431
7101 Office Equipment & Furniture	887	-	-	-	-
7807 Food	26	110	150	158	165
7810 Special Departmental Supplies	5,961	1,103	1,103	1,158	1,216
TOTAL SUPPLIES	8,294	5,623	5,663	5,946	6,243
DIVISION TOTAL	573,805	750,874	692,843	815,175	918,922

Facilities and Community Services Recreation and Senior Services

Program Description:

The City of Redlands Recreation and Senior Services Division is a customer-driven service that is responsive to the needs of the public. Recreation and Senior programs promote wellness and human development through leisure pursuits. The Division operates the Redlands Community Center, Senior Center, and Joslyn Senior Center which are open to the community for a variety of educational and leisure activities. The centers feature a gymnasium, computer labs, classrooms, reading lounges, multi-purpose rooms, and kitchen facilities. In addition to manning the centers, the Division also facilitates the rentals of indoor and outdoor recreation sites as well as the Morning Market within the downtown area.

The senior services programs focus on community support and partnerships, nutrition and healthy eating, and active living. The Senior Information and Referral Services Offices are located in the Community Center at 111 W. Lugonia Avenue, offering assistance to seniors seeking housing, medical, and financial information. Numerous programs are offered, including the Meals on Wheels program and the Family Service Association Nutrition Program, ensuring the availability of hot meals to seniors for a reasonable price.

Program Objectives:

- Strengthen community image and sense of place.
- Provide and support recreation and leisure services offered throughout the community.
- Promote health and wellness.
- Foster human development
- Increase cultural unity.
- Provide programs and activities to stimulate and strengthen senior lives, including health and fitness, education and instruction, referral and support, and social activities and events.

Significant Improvements Related to Operations:

The Redlands Community Center and Senior Center, along with the Joslyn Senior Center, have recently undergone transformative enhancements to better serve the needs of their patrons.

- Renovation of gym lobby.
- Renovation of Joslyn Senior Center, Kitchen and bathroom facilities, new flooring and paint, and ADA upgrades
- Completion of outdoor courtyard and newly contrasted pickleball courts.

Strategic Plan Goals - Expand Recreational Programing

In response to the community's demand for diverse recreational activities, the Facilities and Community Services Department has made significant strides in expanding programming offerings. Notably, the introduction of Pee Wee sports has been a resounding success. Designed to engage children ages 5-12, Pee Wee sports provide a fun and inclusive environment for young athletes to learn fundamental skills and foster a love for sports. The program encompasses a variety of sports, including soccer, basketball, tee-ball, and more, catering to the interests and developmental needs of participants. By partnering with local organizations and utilizing Measure T funding, we've been able to offer accessible and high-quality Pee Wee sports leagues, contributing to the overall well-being and active lifestyle of our youth.

Additionally, the reintroduction of adult sports, including adult volleyball, has been met with enthusiasm from the community. Collaborating with Renegade Volleyball, one of our trusted contractors, we've successfully revived adult volleyball leagues, providing opportunities for adults of all skill levels to stay active, socialize, and enjoy the benefits of team sports. These initiatives, supported by Measure T funding, demonstrate our commitment to expanding recreational programming for residents of all ages and abilities.

DEPARTMENT/DIVISION
RECREATION AND SENIOR SERVICES

FUND						ORGKEY
GENERAL FUND						101309
OBJECT	2022-23 ACTUAL (AUDITED)	2023-24 ADJUSTED BUDGET	2023-24 12 MONTH ESTIMATED	2024-25 CITY COUNCIL ADOPTED	2025-26 CITY COUNCIL ADOPTED	
SALARIES AND BENEFITS						
5001 Salaries: Full-Time	406,326	592,243	504,891	710,016	750,261	
5002 Salaries: Part-Time	42,640	81,008	53,836	35,580	35,580	
5101 Overtime Salaries	8,698	12,100	11,304	11,643	11,992	
5202 Holiday Pay	8,421	-	8,467	-	-	
5203 Bonus	35,140	-	-	-	-	
5204 Accrual Payout	1,017	-	4,768	-	-	
5301 Banked Leave Buy Back	3,328	4,120	4,477	6,821	10,813	
5401 Pension Contributions	119,309	133,381	146,393	217,229	217,579	
5501 FICA/Medicare	37,925	39,319	43,032	56,610	59,678	
5601 Deferred Compensation	105	1,005	214	3,724	3,864	
5701 Health/Dental Insurance	95,327	202,435	126,150	194,635	195,647	
5702 Workers' Comp Insurance	35,993	38,916	38,916	32,112	33,229	
5703 Disability Insurance	3,110	3,772	3,798	6,010	6,370	
5704 Unemployment Insurance	1,173	6,093	13,275	6,293	6,293	
5705 Life Insurance	576	570	630	788	788	
5802 Eyecare Reimbursement	842	2,034	2,034	3,750	3,750	
5803 Clothing Allowance	2,100	2,400	2,400	3,300	3,300	
5903 Other Taxable Benefits	150	4,280	1,222	2,625	2,625	
TOTAL SALARIES AND BENEFITS	802,181	1,123,676	965,807	1,291,136	1,341,769	
SERVICES						
6004 Bank/Collection Agent Fees	17,474	7,717	7,717	7,871	8,029	
6005 License & Permits	682	2,205	2,205	2,249	2,294	
6101 Architect & Engineer	-	10,198	10,198	10,402	10,610	
6105 Medical/Physicals	73	232	232	236.64	241	
6106 Other Professional Services	59,919	245,280	110,000	250,186	255,189	
6304 Telephone	4,354	8,514	8,514	8,684	8,858	
6307 Electricity & Gas	22,838	14,984	14,984	15,284	15,589	
6401 Meeting & Prof Development	5,140	4,410	3,730	4,498	4,588	
6402 Travel Expense/Reimbursement	11,236	2,205	405	2,249	2,294	
6403 Training	922	2,205	290	2,249	2,294	
6601 Postage	17,002	1,103	24,000	1,125	1,147	
6703 Software Support/Development	4,887	14,289	14,289	14,575	14,866	
6708 Special Program Expenditures	46,454	63,337	63,337	64,604	65,896	
6710 Special Contractual Services	314,578	386,841	326,000	349,578	357,469	
6712 Landfill tipping charges	334	5,513	5,513	5,623	5,735	
6802 Info Tech Service Charges	148,141	179,366	159,366	99,003	87,217	
6803 City Garage Charges	13,473	39,441	13,581	16,867	17,572	
6901 Printing and Binding	4,443	1,103	1,103	1,125	1,147	
6902 Advertising	39,981	52,205	52,205	53,249	54,314	
6906 Office Equip & Furn Rent	7,311	16,025	16,025	16,346	16,672	
6908 Other Rentals	-	3,308	5,000	3,374	3,441	
6909 Subscriptions & Memberships	1,970	2,205	2,632	2,249	2,294	
6910 Labor	9,942	12,000	12,000	12,240	12,485	
6912 Reimbursed Expenditures	5,873	-	-	-	-	
TOTAL SERVICES	737,027	1,074,684	853,326	943,864	950,243	

DEPARTMENT/DIVISION
RECREATION AND SENIOR SERVICES

FUND						ORGKEY
GENERAL FUND						101309
OBJECT	2022-23 ACTUAL (AUDITED)	2023-24 ADJUSTED BUDGET	2023-24 12 MONTH ESTIMATED	2024-25 CITY COUNCIL ADOPTED	2025-26 CITY COUNCIL ADOPTED	
SUPPLIES						
7002 Office Supplies	9,617	5,513	5,513	5,623	5,735	
7004 Uniform/Safety Clothing	1,591	5,513	5,513	5,623	5,735	
7101 Office Equipment & Furniture	7,802	14,891	14,891	15,189	15,493	
7102 Small Tools & Equipment	980	551	48	562	574	
7203 Office Equipment Maintenance	-	2,756	-	2,811	2,867	
7204 Building/Grounds Maintenance	7,778	-	4,950	-	-	
7205 Machinery & Equip. Maint.	11,150	66,961	36,961	68,300	69,666	
7208 Repair/Maintenance Supplies	13,826	15,890	11,262	16,208	16,532	
7209 Janitorial Supplies	91	4,410	4,410	4,498	4,588	
7210 Building Supplies	1,864	1,103	474	1,125	1,147	
7302 Compressed Natural Gas (LCNG)	-	3,067	-	3,128	3,191	
7804 Medical Supplies	210	1,103	-	1,125	1,147	
7807 Food	14,899	21,922	21,922	22,360	22,808	
7810 Special Departmental Supplies	33,932	57,075	57,075	58,217	59,381	
7901 Non-Capital Expenditures	128,257	28,665	28,665	29,238	29,823	
TOTAL SUPPLIES	231,998	229,418	191,684	234,007	238,687	
FIXED ASSETS						
8301 Construction In progress	66,172	-	-	-	-	
8501 Other Betterments/Improv	77,967	913,761	204,000	-	-	
8503 Building Construction/Improv	-	15,495	-	-	-	
8706 All Other Equipment	31,692	-	-	-	-	
8801 Capital Lease	-	12,074	32,898	21,529	21,529	
TOTAL FIXED ASSETS	175,830	941,330	236,898	21,529	21,529	
DIVISION TOTAL	1,947,036	3,369,108	2,247,715	2,490,537	2,552,229	

Facilities and Community Services City Hall 300 E. State Street

Program Description:

The city acquired the new facility at 300 E. State Street on October 1, 2021, for the purpose of a future City Hall location. The building was built in 1981 and includes approximately 80,000 square feet comprised of six floors. The new facility is located at 300 E. State Street in the heart of the City's historic downtown area. The building is an iconic feature of the typical international style or corporate architecture and is the tallest building in the city. The facility will house the administrative offices and public facilities such as the Council Chambers and various customer service departments.

Program Objectives:

- To locate all administrative public services within one facility for customer service accessibility and engagement with the residents and business community.
- Accommodate growth and expansion of city facilities and services necessary for future stability.

Accomplishments for FY 2022-24:

- The space planning and necessary retrofitting design is underway with an anticipated move in date of 2026 for city departments.
- The City Manager's and City Council offices have been occupied on the 6th floor and were completed by the end of the year 2023.

Strategic Plan

Conversion of this facility into a future City Hall supports the Strategic Plan Priority D – Sustainability Strategic Objective 3 – Infrastructure.

DEPARTMENT/DIVISION
CITY HALL - STATE STREET

FUND
GENERAL FUND

ORGKEY
101310

OBJECT	2022-23 ACTUAL (AUDITED)	2023-24 ADJUSTED BUDGET	2023-24 12 MONTH ESTIMATED	2024-25 CITY COUNCIL ADOPTED	2025-26 CITY COUNCIL ADOPTED
SALARIES AND BENEFITS					
5001 Salaries: Full-Time	94,432	92,359	146,685	103,268	108,688
5002 Salaries: Part-Time	61,095	45,677	69,809	86,986	88,725
5101 Overtime Salaries	2,289	1,500	4,419	4,640	4,872
5202 Holiday Pay	770	-	1,398	-	-
5203 Bonus	2,425	-	-	205	220
5204 Accrual Payout	3,071	-	2,358	-	-
5301 Banked Leave Buy Back	3,910	4,823	17,375	5,171	5,129
5401 Pension Contributions	45,849	27,245	64,641	30,445	30,503
5501 FICA/Medicare	12,203	9,805	17,971	14,297	14,787
5601 Deferred Compensation	981	968	2,553	767	796
5701 Health/Dental Insurance	19,861	12,347	33,719	4,676	4,676
5702 Workers' Comp Insurance	-	-	-	2,739	2,834
5703 Disability Insurance	148	126	452	603	643
5704 Unemployment Insurance	519	781	4,613	1,476	1,476
5705 Life Insurance	56	50	110	88	88
5801 Vehicle Allowance	-	-	2,020	300	300
5802 Eyecare Reimbursement	-	180	180	420	420
5803 Clothing Allowance	-	60	60	330	330
5804 Uniform Rental	3	25	25	-	-
5903 Other Taxable Benefits	39	3,557	205	45	45
TOTAL SALARIES AND BENEFITS	247,652	199,503	368,593	256,456	264,532
SERVICES					
6005 License & Permits	3,764	1,071	1,071	1,125	1,181
6006 Taxes	-	940	940	940	940
6007 Penalties and Interest	225	-	38	-	-
6106 Other Professional Services	208	30,000	-	-	-
6301 Water Wastewater Refuse	17,319	22,533	22,533	23,660	24,843
6304 Telephone	9,541	9,790	9,790	10,280	10,793
6307 Electricity & Gas	43,933	50,420	35,524	37,300	39,165
6308 Elec Service-Facility Ops	313,173	221,470	311,088	326,642	342,974
6309 Heating/AC Service Contract	380	51,205	-	-	-
6401 Meeting & Prof Development	-	150	-	-	-
6601 Postage	1,709	276	101	106	111
6703 Software Support/Development	-	14,699	23,624	24,805	26,045
6708 Special Program Expenditures	-	-	2,576	2,705	2,840
6710 Special Contractual Services	409,396	219,034	178,162	181,150	184,287
6901 Printing and Binding	276	-	-	-	-
6902 Advertising	-	-	659	700	700
6903 Janitorial Services	143,420	132,810	132,810	139,451	146,423
6906 Office Equip & Furn Rent	3,268	440	-	-	-
6907 Comms Service & Rental	1,301	-	1,857	1,949	2,047
6908 Other Rentals	-	1,500	-	-	-
6910 Labor	90,970	2,915	102,943	108,091	113,495
6911 Bad Debt Expense	5,900	-	-	-	-
6912 Reimbursed Expenditures	712	-	1,722	-	-
TOTAL SERVICES	1,045,496	759,253	825,438	858,902	895,845

DEPARTMENT/DIVISION
CITY HALL - STATE STREET

FUND
GENERAL FUND

ORGKEY
101310

OBJECT	2022-23 ACTUAL (AUDITED)	2023-24 ADJUSTED BUDGET	2023-24 12 MONTH ESTIMATED	2024-25 CITY COUNCIL ADOPTED	2025-26 CITY COUNCIL ADOPTED
SUPPLIES					
7002 Office Supplies	3,628	1,000	1,000	1,050	1,103
7004 Uniform/Safety Clothing	4,820	-	783	822	863
7101 Office Equipment & Furniture	4,676	-	18,470	-	-
7102 Small Tools & Equipment	561	-	-	-	-
7204 Building/Grounds Maintenance	8,974	-	-	-	-
7208 Repair/Maintenance Supplies	22,381	12,032	110,308	115,824	121,615
7209 Janitorial Supplies	14,736	19,408	5,505	5,781	6,070
7210 Building Supplies	1,939	-	-	-	-
7211 Computer Components	3,286	-	-	-	-
7810 Special Departmental Supplies	21,984	-	9,419	9,890	10,385
7901 Non-Capital Expenditures	85,550	9,166	16,811	17,652	18,534
TOTAL SUPPLIES	172,534	41,606	162,297	151,018	158,569
FIXED ASSETS					
8301 Constructions In Progress	83,710	-	-	-	-
8501 Other Betterments/Improv	49,495	-	-	-	-
8703 Computer Equipment	-	16,256	6,965	-	-
TOTAL FIXED ASSETS	133,205	16,256	6,965	-	-
DIVISION TOTAL	1,598,887	1,016,618	1,363,293	1,266,377	1,318,946

Facilities and Community Services Animal Services

Program Description:

The Animal Services Division provides a variety of services to meet the needs of the community and ensure the welfare of animals. The division enforces state and federal animal laws and city municipal codes. The animal control officers are responsible for handling stray animals on city streets, animal disturbance calls, reports of injured or aggressive animals, and animals receiving fatal injuries. The Animal Service Division also quarantines animals after reported animal bites, investigates reports of animal abuse, and temporarily provides shelter to neglected livestock and injured wildlife.

Program Objectives:

- Provide humane care for the animals in our facility.
- Promote the adoption of all animals housed in the shelter.
- Increase the number of animals treated in the spay and neuter program.
- Provide excellent customer service to the community.
- Promote community partnerships to enhance animal welfare.
- Educate and provide resources to the community for responsible pet ownership by providing them with information about living with wildlife, keeping pets up to date on vaccines and licenses as well as general education.
- Improve efficiency through increased information in the field by moving towards paperless systems.

Accomplishments for Fiscal Years 2022-2024:

- Completed the remodel of the cattery to provide adequate space, updated kennels with privacy areas, and improved cleanability.
- Participated in more than a dozen community events promoting the Animal Services Division and highlighting adoptable animals currently in the shelter.
- Worked with Best Friends Animal Society to provide additional staff training, develop updated policies and procedures for shelter operations, and coordinate with additional rescue groups to find positive outcomes for shelter animals.
- Developed master plan for expansion and renovation of the facility to meet the current and future needs of the community.
- Increased participation in our volunteer program, providing much needed interaction and activity time for shelter animals.
- Added additional shelter staff to ensure operation is adequately staffed to provide required services 365 days per year.
- Upgraded computer software system to provide mobile field access via phones and tablets.

Goals for Fiscal Year 2024-2026:

- Identify funding for the construction of the facility expansion. Complete the design phase and prepare for construction phase.
- Explore various partnerships both public and private to expand services and adoption opportunities.
- Complete renovation of the isolation room to provide adequate space and separation of animals under care.

DEPARTMENT/DIVISION
ANIMAL SERVICES

FUND
GENERAL FUND

ORGKEY
101311

OBJECT	2022-23 ACTUAL (AUDITED)	2023-24 ADJUSTED BUDGET	2023-24 12 MONTH ESTIMATED	2024-25 CITY COUNCIL ADOPTED	2025-26 CITY COUNCIL ADOPTED
SALARIES AND BENEFITS					
5001 Salaries: Full-Time	258,157	366,838	366,432	537,116	570,982
5002 Salaries: Part-Time	2,053	16,580	-	-	-
5101 Overtime Salaries	14,869	49,613	20,000	25,000	25,000
5202 Holiday Pay	16,575	-	12,429	-	-
5203 Bonus	26,500	-	-	-	-
5204 Accrual Payout	3,494	-	1,562	-	-
5301 Banked Leave Buy Back	953	3,633	1,195	4,560	6,613
5401 Pension Contributions	75,912	64,243	100,210	166,797	168,846
5501 FICA/Medicare	25,207	17,983	28,946	41,977	44,714
5601 Deferred Compensation	-	3,440	2,420	12,204	12,344
5701 Health/Dental Insurance	35,301	72,672	58,500	105,882	106,445
5702 Workers' Comp Insurance	22,131	23,928	23,928	27,952	28,924
5703 Disability Insurance	2,755	2,366	3,425	5,300	5,633
5704 Unemployment Insurance	882	2,170	6,669	4,123	4,123
5705 Life Insurance	359	252	446	599	599
5802 Eyecare Reimbursement	70	900	900	2,850	2,850
5803 Clothing Allowance	5,575	6,800	6,800	9,300	9,300
5903 Other Taxable Benefits	56	6,770	-	75	75
5904 Tuition Reimbursement	-	-	2,554	-	-
TOTAL SALARIES AND BENEFITS	490,848	638,188	636,416	943,735	986,448
SERVICES					
6005 License & Permits	-	25	-	-	-
6103 Veterinary Services	101,061	225,000	140,000	147,000	154,350
6106 Other Professional Services	42,475	-	15,000	25,000	25,000
6304 Telephone	3,736	-	3,736	4,000	4,200
6403 Training	1,660	1,575	3,000	7,000	8,000
6710 Special Contractual Services	60,616	28,000	85,000	20,000	20,000
6712 Landfill Tipping Charges	489	-	489	500	600
6802 Info Tech Service Charges	94,810	101,994	101,944	68,540	60,381
6803 City Garage Charges	36,952	39,441	27,161	31,751	33,077
6906 Office Equip & Furn Rent	1,144	288	1,144	1,201	1,261
6901 Printing and Binding	1,992	2,680	2,680	2,814	2,955
6909 Subscriptions & Memberships	-	-	75	79	83
6910 Labor	24,327	-	2,095	-	-
TOTAL SERVICES	369,261	399,004	382,324	307,885	309,907
SUPPLIES					
7002 Office Supplies	3,850	1,323	2,917	3,063	3,216
7004 Uniform/Safety Clothing	4,939	2,567	7,420	7,791	8,180
7102 Small Tools & Equipment	372	-	1,000	1,000	1,200
7206 Vehicle Maintenance	462	459	459	482	506
7208 Repair/Mintenance Supplies	8,007	5,165	5,165	5,423	5,694
7209 Janitorial Supplies	1,974	-	-	-	-
7803 Chemical & Lab Supplies	-	6,119	-	-	-
7804 Medical Supplies	5,864	16,538	12,000	12,600	13,230
7805 Weapons & Ammunitions	364	1,323	1,323	1,389	1,459
7807 Food	540	3,638	3,638	3,820	4,011
7810 Special Departmental Supplies	32,579	40,085	40,000	42,000	44,100
TOTAL SUPPLIES	58,953	77,217	73,921	77,567	81,596

**DEPARTMENT/DIVISION
ANIMAL SERVICES**

FUND
GENERAL FUND

ORGKEY
101311

OBJECT	2022-23 ACTUAL (AUDITED)	2023-24 ADJUSTED BUDGET	2023-24 12 MONTH ESTIMATED	2024-25 CITY COUNCIL ADOPTED	2025-26 CITY COUNCIL ADOPTED
FIXED ASSETS					
8501 Other Betterments/Improv	-	28,900	138,900	-	-
8801 Capital Lease	5,399	6,590	49,821	26,608	26,608
TOTAL FIXED ASSETS	5,399	35,489	188,721	26,608	26,608
DIVISION TOTAL	924,460	1,149,897	1,281,383	1,355,795	1,404,558
DEPARTMENT TOTAL	22,236,230	29,976,043	25,991,897	28,627,642	26,254,020

DEPARTMENT/DIVISION
FCS GRANTS

FUND
GOVERNMENTAL GRANT FUND

ORGKEY
200300

OBJECT	2022-23 ACTUAL (AUDITED)	2023-24 ADJUSTED BUDGET	2023-24 12 MONTH ESTIMATED	2024-25 CITY COUNCIL ADOPTED	2025-26 CITY COUNCIL ADOPTED
SALARIES AND BENEFITS					
5001 Salaries: Full-Time	-	-	750	-	-
TOTAL SALARIES AND BENEFITS	-	-	750	-	-
SERVICES					
6708 Special Program Expenditures	-	-	4,740	-	-
6902 Advertising	-	-	200	-	-
TOTAL SERVICES	-	-	4,940	-	-
SUPPLIES					
7807 Food	3,285	1,893	9,671	-	-
7810 Special Departmental Supplies	410	-	550	-	-
TOTAL SUPPLIES	3,695	1,893	10,221	-	-
DIVISION TOTAL	3,695	1,893	15,911	-	-

DEPARTMENT/DIVISION
RECREATION AND SENIOR SERVICES GRANTS

FUND						ORGKEY
GOVERNMENTAL GRANT FUND						200309
OBJECT	2022-23 ACTUAL (AUDITED)	2023-24 ADJUSTED BUDGET	2023-24 12 MONTH ESTIMATED	2024-25 CITY COUNCIL ADOPTED	2025-26 CITY COUNCIL ADOPTED	
SALARIES AND BENEFITS						
5001 Salaries: Full-Time	17,250	-	-	-	-	-
5101 Overtime Salaries	179	-	-	-	-	-
5202 Holiday Pay	28	-	-	-	-	-
5401 Pension Contributions	5,057	-	-	-	-	-
5501 FICA/Medicare	1,343	-	-	-	-	-
5701 Health/Dental Insurance	4,230	-	-	-	-	-
5703 Disability Insurance	180	-	-	-	-	-
5705 Life Insurance	27	-	-	-	-	-
5803 Clothing Allowance	300	-	-	-	-	-
TOTAL SALARIES AND BENEFITS	28,595	-	-	-	-	-
SERVICES						
6304 Telephone	204	-	-	-	-	-
6912 Reimbursed Expenditures	(5,873)	-	-	-	-	-
TOTAL SERVICES	(5,670)	-	-	-	-	-
SUPPLIES						
7206 Vehicle Maintenance	568	-	-	-	-	-
TOTAL SUPPLIES	568	-	-	-	-	-
DIVISION TOTAL	23,494	-	-	-	-	-
DEPARTMENT TOTAL	27,189	1,893	15,911	-	-	-

Facilities and Community Services Downtown Redlands

Program Description:

The Downtown Redlands Division is dedicated to ensuring the downtown is the cornerstone of the community; offering an enhanced experience of shopping and dining and at the same time making it a true destination. The division concentrates efforts on the promotion of events, enhanced maintenance efforts, and customer service outreach for the downtown businesses. Promotional events include our Certified Farmers Market, Downtown Art Walk, Christmas tree lighting, annual Holiday Décor, and Entertainment Program, along with other various popular downtown events.

Program Objectives:

- Preserve the integrity of historic downtown and cultivate prosperity for the local businesses
- Help stimulate downtown's economic vitality
- Provide information to and address service requests from the local business community and patrons
- Enrich the downtown area with activities that are conducive to family participation
- Enrich the downtown area with enhanced streetscape, furnishings, and decorations

Priority Focus Areas:

- In support of the City's Strategic Plan Focus Area B – Economic Development, during the Fiscal Year 2022-2024, the Downtown Division provided support to the local downtown businesses including managing the weekly Certified Farmers Market and Morning Market Event to provide essential produce and goods to the community as well as annual celebrations such as the Tree Lighting Event and holiday decorations. In addition, the city supports several non-profit events within the downtown for economic prosperity such as various Art events, Bicycle Classic event, New's Year's Eve, Fire Department Carshow, Believe Walk, and Christmas Parade.

On-going maintenance is further performed to ensure downtown is aesthetically inviting and maintains its historic and unique character by performing replacement of the umbrellas within the Orange Street Alley, audio system within the downtown center, tree lights for enhanced aesthetic in the evening hours and various on-going upkeep of existing infrastructure.

DEPARTMENT/DIVISION
DOWNTOWN REDLANDS BUSINESS AREA

FUND
DOWNTOWN REDLANDS BUSINESS AREA FUND

ORGKEY
236300

OBJECT	2022-23 ACTUAL (AUDITED)	2023-24 ADJUSTED BUDGET	2023-24 12 MONTH ESTIMATED	2024-25 CITY COUNCIL ADOPTED	2025-26 CITY COUNCIL ADOPTED
SERVICES					
6004 Bank/Collection Agent Fees	480	551	551	562	573
6005 License & Permits	3,490	-	6,000	6,120	6,242
6106 Other Professional Services	950	-	5,080	5,182	5,285
6301 Water Wastewater Refuse	2,972	8,820	5,000	5,100	5,202
6304 Telephone	0	1,223	-	-	-
6307 Electricity & Gas	1,937	2,205	1,442	1,471	1,501
6703 Software Support/Development	-	1,653	-	-	-
6708 Special Program Expenditures	8,053	2,347	987	1,007	1,027
6710 Special Contractual Services	59,891	89,400	60,000	55,000	56,100
6802 Info Tech Service Charges	-	9,111	9,111	9,293	9,479
6803 City Garage Charges	740	789	4,074	4,961	5,168
6804 General Govt Service Charge	42,450	44,573	44,573	15,788	16,341
6902 Advertising	-	-	2,500	5,000	5,100
6908 Other Rentals	13,939	-	-	-	-
6909 Subscriptions & Memberships	1,500	-	-	-	-
TOTAL SERVICES	136,402	160,672	139,318	109,484	112,019
SUPPLIES					
7002 Office Supplies	2,571	-	794	810	826
7208 Repair/Maintenance Supplies	-	-	2,600	-	-
7807 Food	701	4,590	-	-	-
7810 Special Departmental Supplies	4,874	-	2,130	15,000	15,300
TOTAL SUPPLIES	8,146	4,590	5,524	15,810	16,126
FUND TOTAL	144,548	165,262	144,842	125,294	128,145

Facilities and Community Services Community Facility, Land Maintenance, and Street Lighting Districts

Land Maintenance and Street Lighting Districts

Program Description:

The City established Landscape District No. 1 and Street Lighting District No. 1 in accordance with the "Landscaping and Lighting Act of 1972."

The San Bernardino County Assessor's Office collects annual assessments from affected district property owners to provide for the district's management, administration, maintenance, and operational expenses. Maintenance costs associated with Landscape District No. 1 include water and labor costs, materials, equipment to maintain or replace trees, bushes, groundcover, and turf, and repairs for irrigation lines and irrigation control systems. Maintenance costs associated with the Street Lighting District include the cost of power to illuminate the streetlights and the labor, materials, and equipment to replace burnt-out or broken street light infrastructure within these districts.

The revenues collected through the assessments in both districts have not been adequate to cover the cost of providing high levels of maintenance. As a result, General Fund revenues have been used to subsidize the cost of providing these services. The intent of a maintenance district is to provide adequate funding to support all necessary maintenance services within its boundaries. Services provided will be minimized to a level supported by the annual assessments to reduce the burden on the General Fund. Additionally, Landscape Maintenance District reductions will include reduced irrigation periods, cutbacks to the frequency of the landscape maintenance activities, and minor repair work. Landscaping and irrigation will be systematically removed and replaced with drought-tolerant plant material and drip irrigation that will require fewer maintenance hours. Furthermore, staff review, and inspections and general City administrative overhead will not be included in the cost of service for these Districts.

Program Objectives:

- Comply with the requirements of the "Landscaping and Lighting Act of 1972".
- Implement adjustments to services to ensure there is adequate cost recovery.
- Provide satisfactory landscape maintenance to meet the City's desire for well-maintained attractive, and aesthetically landscaped areas.
- Provide appropriate street light maintenance to provide well lighted and safe pedestrian and vehicular travel ways.

Significant Program Changes and Process Improvements:

- LED Retrofit project was completed on all tall street light poles throughout the city.

Community Facility Districts

Program Description:

The City established Community Facility District No. 2004-1 in July of 2004 under the "Mello-Roos Community Facilities Act of 1982."

In 1978, Proposition 13 was enacted by Californians, which limited the ability of many public agencies to finance new projects. In 1982, Senator Henry Mello and Assemblyman Mike Roos affected the passage of the "Mello-Roos Community Facilities Act of 1982" (the Act) authorizing local governments and developers to create Community Facilities Districts (CFDs) for the purpose of selling tax-exempt bonds to fund public improvements. The Act allows any county, city, special district, school district, or joint powers of authority to establish a CFD, which provides for the financing of public services and facilities. The Act allows communities to raise funds for improvements to infrastructure (streets, sewers, and storm drain) even though Proposition 13 limits their ability to tax property. The revenues collected through the assessments are used to support the maintenance of parks, parkways, and open spaces as well as flood and storm protection services, including, but not limited to, the operation and maintenance of storm drainage systems and on-site retention basins. The city currently facilitates the maintenance of 21 CFD areas.

Program Objectives:

- Comply with the requirements of the "Mello-Roos Community Facilities Act of 1982".
- Provide satisfactory maintenance to CFD common areas, park areas, open spaces, and retention basins.
- Provide landscape maintenance to meet the City's desire for well-maintained, attractive, and aesthetically landscaped areas to improve community quality of life.

DEPARTMENT/DIVISION
STREET LIGHTING DISTRICT #1

FUND							ORGKEY
STREET LIGHTING DISTRICT #1 FUND							260300
OBJECT	2022-23 ACTUAL (AUDITED)	2023-24 ADJUSTED BUDGET	2023-24 12 MONTH ESTIMATED	2024-25 CITY COUNCIL ADOPTED	2025-26 CITY COUNCIL ADOPTED		
SALARIES AND BENEFITS							
5001	Salaries: Full-Time	10,366	12,394	12,713	5,377	5,565	
5101	Overtime Salaries	-	-	5	-	-	
5202	Holiday Pay	71	-	152	-	-	
5203	Bonus	280	-	-	-	-	
5204	Accrual Payout	310	-	249	-	-	
5301	Banked Leave Buy Back	130	414	1,614	265	261	
5401	Pension Contributions	3,056	2,305	3,864	1,677	1,653	
5501	FICA/Medicare	773	496	1,067	433	447	
5601	Deferred Compensation	139	113	255	36	36	
5701	Health/Dental Insurance	1,054	1,909	1,599	720	729	
5702	Workers' Comp Insurance	-	-	-	-	-	
5703	Disability Insurance	9	11	22	17	19	
5704	Unemployment Insurance	8	26	123	26	26	
5705	Life Insurance	6	4	8	4	4	
5801	Vehicle Allowance	-	14	202	-	-	
5802	Eyecare Reimbursement	-	6	6	18	18	
5803	Clothing Allowance	6	3	6	9	9	
5903	Other Taxable Benefits	26	606	24	5	5	
	TOTAL SALARIES AND BENEFITS	16,234	18,301	21,909	8,587	8,772	
SERVICES							
6315	Electric Service-Street Light	-	4,000	-	23,000	23,690	
6804	General Govt Service Charge	1,346	1,413	1,413	3,470	3,591	
	TOTAL SERVICES	1,346	5,413	1,413	26,470	27,281	
FUND TOTAL		17,580	23,714	23,322	35,057	36,053	

DEPARTMENT/DIVISION
COMMUNITY FACILITIES DISTRICT 2004-1

FUND							ORGKEY
CFD 2004-1 ASSESSMENTS FUND							261300
OBJECT	2022-23 ACTUAL (AUDITED)	2023-24 ADJUSTED BUDGET	2023-24 12 MONTH ESTIMATED	2024-25 CITY COUNCIL ADOPTED	2025-26 CITY COUNCIL ADOPTED		
SALARIES AND BENEFITS							
5001	Salaries: Full-Time	59,496	57,338	70,572	34,200	35,135	
5202	Holiday Pay	445	-	67	-	-	
5203	Bonus	1,855	-	-	41	44	
5204	Accrual Payout	937	-	899	-	-	
5301	Banked Leave Buy Back	1,061	1,921	6,877	2,138	2,540	
5401	Pension Contributions	17,540	16,528	21,247	10,655	10,424	
5501	FICA/Medicare	4,691	3,516	5,907	2,728	2,825	
5601	Deferred Compensation	849	536	1,233	463	466	
5701	Health/Dental Insurance	8,462	9,650	11,867	5,981	5,999	
5703	Disability Insurance	3	-	24	67	69	
5704	Unemployment Insurance	50	191	329	139	139	
5705	Life Insurance	35	28	38	20	20	
5801	Vehicle Allowance	-	99	404	60	60	
5802	Eyecare Reimbursement	-	-	-	96	96	
5803	Clothing Allowance	15	-	15	38	38	
5804	Uniform Rental	13	-	-	-	-	
5903	Other Taxable Benefits	81	1,522	102	93	93	
	TOTAL SALARIES AND BENEFITS	95,531	91,329	119,581	56,719	57,948	
SERVICES							
6102	Legal Services	3,824	5,000	5,000	5,000	5,000	
6106	Other Professional Services	-	54,000	3,500	-	-	
6301	Water Wastewater Refuse	153,313	75,000	204,416	210,548	216,865	
6307	Electricity & Gas	1,576	1,500	1,500	1,545	1,591	
6308	Elec Service-Facility Ops	-	50	-	-	-	
6710	Special Contractual Services	228,964	231,072	248,113	269,484	270,070	
6804	General Govt Service Charge	7,927	8,323	8,323	26,401	27,325	
6902	Advertising	4,049	-	-	-	-	
	TOTAL SERVICES	399,654	374,945	470,851	512,978	520,851	
SUPPLIES							
7208	Repair/Maintenance Supplies	-	27,266	46,482	45,000	46,350	
7901	Non-Capital Expenditures	-	15,000	-	-	-	
	TOTAL SUPPLIES	-	42,266	46,482	45,000	46,350	
FUND TOTAL		495,185	508,540	636,915	614,697	625,149	

DEPARTMENT/DIVISION
LANDSCAPE MAINTENANCE DISTRICT

FUND							ORGKEY
LANDSCAPE MAINTENANCE DISTRICT FUND							263300
OBJECT	2022-23 ACTUAL (AUDITED)	2023-24 ADJUSTED BUDGET	2023-24 12 MONTH ESTIMATED	2024-25 CITY COUNCIL ADOPTED	2025-26 CITY COUNCIL ADOPTED		
SALARIES AND BENEFITS							
5001	Salaries: Full-Time	3,585	3,806	5,113	5,377	5,565	
5202	Holiday Pay	16	-	40	-	-	
5203	Bonus	105	-	-	-	-	
5204	Accrual Payout	29	-	32	-	-	
5301	Banked Leave Buy Back	78	111	910	265	261	
5401	Pension Contributions	1,065	1,115	1,549	1,677	1,653	
5501	FICA/Medicare	290	268	473	433	447	
5601	Deferred Compensation	26	26	36	36	36	
5701	Health/Dental Insurance	47	577	514	720	729	
5703	Disability Insurance	2	-	14	17	19	
5704	Unemployment Insurance	3	13	67	26	26	
5705	Life Insurance	2	2	4	4	4	
5802	Eyecare Reimbursement	-	7	7	18	18	
5803	Clothing Allowance	3	-	-	9	9	
5903	Other Taxable Benefits	11	62	5	5	5	
	TOTAL SALARIES AND BENEFITS	5,263	5,987	8,764	8,587	8,772	
SERVICES							
6301	Water Wastewater Refuse	23,713	25,000	22,824	25,000	25,000	
6307	Electricity & Gas	432	1,800	276	400	400	
6710	Special Contractual Services	4,600	10,000	10,000	10,000	10,000	
6804	General Govt Service Charge	3,032	3,184	3,184	5,954	6,162	
6902	Advertising	-	497	-	497	497	
	TOTAL SERVICES	31,776	40,481	36,284	41,851	42,059	
SUPPLIES							
7204	Building/Grounds Maintenance	-	5,000	-	5,000	5,000	
	TOTAL SUPPLIES	-	5,000	-	5,000	5,000	
FUND TOTAL		37,039	51,468	45,048	55,438	55,831	

Facilities and Community Services Solid Waste

Program Description:

The Solid Waste Division operates automated refuse, recycling, and green waste collection for approximately 20,300 single-family residential units. Commercial bin service is provided one to six days per week to 989 customers, and commercial recycling service is provided to about 614 businesses. New commercial organic waste recycling is provided to 35 customers. Businesses have recently received notification of compliance for AB 1826 (Mandatory Commercial Recycling). Approximately 51,939 tons of refuse were collected in 2023; an additional 279 tons of bulky items were collected from residential customers. Recycling material collected in 2023 is as follows: 13,751 tons of green/wood waste material, 9,143 tons of commingled recyclables, 134 tons of metal, 46 tons of mattresses, 74 tons of food waste, and 22 tons of tires. Roll-off bin service is provided using 171 roll-off bins, which customers rent weekly. An un-staffed recycling drop-off center is provided at the City Yard for residents and businesses that don't otherwise have an opportunity to recycle. As a community service, the Solid Waste Division provides cleanup of illegal dumping, educational activities with schools, and other solid waste education, including recycling and waste reduction for Redlands residents and businesses.

Program Objectives:

- Comply with all local, state, and federal regulatory requirements such as AB939, AB341, AB1826, SB1383, SCAQMD 1150.1 Clean Air Acts, and landfill operating requirements.
- Provide cost-effective, high-quality service to all solid waste customers.
- Operate the City's landfill in an efficient and fiscally responsible manner to ensure regulatory compliance.
- Ensure landfill regulatory requirements and compliance are met or exceeded.
- Ensure continued compliance with increasing State diversion/recycling requirements.

Significant Projects and Improvements:

- The California Street Landfill began construction of the installation of thirteen (13) vertical gas extraction wells on Phases 2 and 3. The project was completed on March 2, 2024.
- Staff has begun providing customer outreach about SB1383. These new regulations require the recycling of organic/food waste material by businesses and residents.
- To address mandatory recycling requirements of AB341, SB1383, and AB1826, the City's Solid Waste Division is continuing the recycling outreach programs and has developed an organics collection route to provide service to approximately 37 commercial customers. Beginning April 1, 2024, the Solid Waste Division will begin servicing curbside organic waste material for city residents.
- The Solid Waste Division continues to offer a Bulky Item Collection program to residential customers. The program allows customers to request a collection of bulky items retrieved from their curbside.
- The Solid Waste Division continues participating in a no-cost mattress recycling program offered through the State of California. This program allows staff to recycle mattresses collected through the City's bulky item program. This program enables Landfill staff to extract mattresses from the waste stream and recycle them. Staff is also working with CalRecycle on the possibility of implementing a used carpet recycling program.

- On February 21, 2024, the California Street Landfill received a draft permit from the South Coast Air Quality Management District (SCAQMD) for a permit to construct one Enclosed Flare to accommodate the future needs and growth of the City
- Two new front-end loading collection trucks were delivered to the Solid Waste Division in November of 2023.
- Implementation of Senate Bill 1383 (SB 1383) residential curbside organics collection. Implementation included “Talking Trash” educational videos, updates to the City website, and free kitchen pails to residential and multi-family households.
- Staff worked collaboratively to determine commercial businesses that were out of compliance with AB 341 (Mandatory Commercial Recycling) and brought over 250 commercial businesses into compliance.
- Implementation of a new Recycling program to help staff determine compliance for Mandatory Commercial Recycling (AB 341), Mandatory Commercial Organics Recycling (AB 1826), and Short-Lived Climate Pollutant Reduction Strategy (SB 1383).

Capital Purchases Greater Than \$50,000:

- The Solid Waste Division purchased and received two collection trucks in September of 2023. The division is expecting six additional collection trucks to be delivered in the summer of 2024 as part of the ongoing fleet replacement program
- The construction and installation of thirteen (13) gas extraction wells on phase 2 and 3 of the California Street Landfill
- The Construction Quality Assurance (CQA) oversight of the Phase 2 and 3 Gas extraction project

Priority Focus Area Accomplishments for Fiscal Year 2023-24:

- Solid Waste collected approximately 51,939 tons of refuse, 9,143 tons of recyclables, 13,751 tons of green waste, and 74 tons of organic waste
- CalRecycle certified that the City of Redlands is meeting the requirements of AB939, AB1826, AB341, and SB1383 and has adequately implemented a diversion program
- Staff began outreach meetings and public speaking engagements to inform residents and business owners of the new assembly bills and recycling requirements of AB1826, AB341, and SB1383
- The California Street Landfill Phase 2 and 3 gas extraction well project was completed on March 2, 2024.

DEPARTMENT/DIVISION
SOLID WASTE-OPERATIONS

FUND							ORGKEY
SOLID WASTE FUND							511900
OBJECT	2022-23 ACTUAL (AUDITED)	2023-24 ADJUSTED BUDGET	2023-24 12 MONTH ESTIMATED	2024-25 CITY COUNCIL ADOPTED	2025-26 CITY COUNCIL ADOPTED		
SALARIES AND BENEFITS							
5001	Salaries: Full-Time	2,640,261	3,601,975	3,185,438	3,478,842	3,618,820	
5002	Salaries: Part-Time	-	19,672	-	-	-	
5101	Overtime Salaries	413,272	367,765	367,765	380,000	400,000	
5201	Stand By	1,108	-	1,800	-	-	
5202	Holiday Pay	110,905	-	120,622	-	-	
5203	Bonus	161,227	-	300	1,965	2,067	
5204	Accrual Payout	40,438	-	23,682	-	-	
5301	Banked Leave Buy Back	30,416	65,988	30,551	55,226	64,948	
5401	Pension Contributions	492,145	920,076	921,791	974,191	965,709	
5501	FICA/Medicare	252,264	220,544	273,320	241,692	252,082	
5601	Deferred Compensation	13,635	9,677	23,129	8,771	9,059	
5701	Health/Dental Insurance	536,819	1,001,621	707,072	880,983	883,751	
5702	Workers' Comp Insurance	181,466	196,200	196,200	394,305	408,023	
5703	Disability Insurance	23,032	25,983	26,224	30,763	32,101	
5704	Unemployment Insurance	4,527	20,684	30,052	21,874	21,874	
5705	Life Insurance	2,846	2,940	3,062	3,175	3,175	
5801	Vehicle Allowance	300	-	12,995	2,880	2,880	
5802	Eyecare Reimbursement	2,981	10,499	10,499	15,120	15,120	
5803	Clothing Allowance	9,175	12,885	12,885	14,190	14,190	
5804	Uniform Rental	3,917	5,369	5,369	-	-	
5901	Compensated Absences Expense	13,013	-	-	-	-	
5903	Other Taxable Benefits	2,047	95,520	3,180	885	885	
	TOTAL SALARIES AND BENEFITS	4,935,792	6,577,398	5,955,936	6,504,862	6,694,684	
SERVICES							
6005	License & Permits	65,629	103,031	103,031	108,182	113,591	
6006	Taxes	481	4,988	4,988	5,237	5,498	
6007	Penalties and Interest	1,131	551	600	630	661	
6008	State Mandated Fees	71,254	74,970	77,000	80,850	84,892	
6105	Medical/Physicals	3,859	3,297	3,297	3,461	3,634	
6106	Other Professional Services	702,712	895,432	765,550	716,642	731,491	
6301	Water Wastewater Refuse	5,299	6,615	17,586	18,465	19,388	
6303	City Disposal	188,384	115,420	200,000	-	-	
6304	Telephone	4,784	2,425	5,000	5,250	5,512	
6307	Electricity & Gas	9,414	6,693	12,000	13,000	14,000	
6402	Travel Expense/Reimbursement	-	1,985	-	1,000	1,050	
6403	Training	9,912	16,800	8,000	10,000	10,500	
6505	Retiree Health Insurance	719,889	420,000	719,889	720,000	720,000	
6703	Software Support/Development	-	-	500	500	525	
6710	Special Contractual Services	1,582,339	2,464,255	1,800,000	1,872,790	1,952,523	
6712	Landfill Tipping Charges	91,913	150,362	76,000	80,000	84,000	
6713	Landfill Closure/PC Expense	876,490	300,000	300,000	300,000	300,000	
6801	City Attorney Legal Service	28,510	34,735	30,052	29,073	29,351	
6802	Info Tech Service Charges	622,191	729,338	669,338	373,164	328,740	
6803	City Garage Charges	4,228,032	4,501,774	4,560,642	3,701,774	3,886,864	

DEPARTMENT/DIVISION
SOLID WASTE-OPERATIONS

FUND
SOLID WASTE FUND

ORGKEY
511900

OBJECT	2022-23 ACTUAL (AUDITED)	2023-24 ADJUSTED BUDGET	2023-24 12 MONTH ESTIMATED	2024-25 CITY COUNCIL ADOPTED	2025-26 CITY COUNCIL ADOPTED
SERVICES (CONT.)					
6804 General Govt Service Charge	734,451	771,173	771,173	748,326	774,517
6805 Billing Services	612,500	750,000	750,000	500,000	500,000
6901 Printing and Binding	4,372	1,100	800	800	800
6902 Advertising	-	4,650	2,800	2,500	2,625
6903 Janitorial Services	2,540	9,983	10,000	10,500	11,025
6904 Land and Building Rent	5,302	5,618	5,621	5,700	5,985
6908 Other Rentals	-	124,040	34,000	50,000	52,500
6909 Subscriptions & Memberships	845	1,041	1,100	1,100	1,155
6910 Labor	-	-	5,190	-	-
6911 Bad Debt Expense	152,271	-	-	-	-
6914 Depreciation Expense	1,124,784	-	-	-	-
6916 Lease Amortization	5,850	-	-	-	-
TOTAL SERVICES	11,855,137	11,500,277	10,934,157	9,358,944	9,640,827
SUPPLIES					
7002 Office Supplies	4,292	3,511	1,900	2,000	2,000
7004 Uniform/Safety Clothing	61,683	45,564	45,564	50,000	51,000
7101 Office Equipment & Furniture	6,424	4,630	700	735	771
7102 Small Tools & Equipment	9,434	10,046	6,800	7,000	7,350
7201 Hardware Maint/Replace	-	551	-	-	-
7205 Machinery & Equip. Maint.	4,157	15,233	13,900	14,000	14,700
7206 Vehicle Maintenance	2,931	1,766	1,600	1,680	1,764
7208 Repair/Maintenance Supplies	56,149	32,011	28,500	29,000	30,450
7209 Janitorial Supplies	15,781	7,497	7,000	7,000	7,350
7210 Building Supplies	236	3,638	900	1,500	1,575
7211 Computer Components	766	-	6,600	4,000	4,200
7213 Motor Vehicle Supplies	1,382	-	-	-	-
7807 Food	1,932	1,361	1,272	1,200	1,260
7810 Special Departmental Supplies	675,597	670,153	697,000	670,000	700,000
TOTAL SUPPLIES	840,763	795,961	811,736	788,115	822,420
FIXED ASSETS					
8706 All Other Equipment	31,556	-	-	-	-
8801 Capital Lease	21,269	479,779	28,714	28,714	28,714
8999 Capital Expenditure Offset	(31,556)	-	-	-	-
TOTAL FIXED ASSETS	21,269	479,779	28,714	28,714	28,714
DEBT SERVICE					
9102 Interest-Lease	235	-	-	-	-
TOTAL DEBT SERVICE	235	-	-	-	-
DIVISION TOTAL	17,653,196	19,353,415	17,730,543	16,680,635	17,186,645

DEPARTMENT/DIVISION
SOLID WASTE-PROJECTS AND GRANTS

FUND						ORGKEY
SOLID WASTE						511910
OBJECT	2022-23 ACTUAL (AUDITED)	2023-24 ADJUSTED BUDGET	2023-24 12 MONTH ESTIMATED	2024-25 CITY COUNCIL ADOPTED	2025-26 CITY COUNCIL ADOPTED	
SALARIES AND BENEFITS						
5001	Salaries: Full-Time	-	-	11,000	-	-
	TOTAL SALARIES AND BENEFITS	-	-	11,000	-	-
SERVICES						
6703	Software Support/Development	-	-	19,312	-	-
6710	Special Contractual Services	-	40,748	40,748	-	-
6901	Printing and Binding	1,509	-	-	-	-
6902	Advertising	657	-	7,000	-	-
	TOTAL SERVICES	2,166	40,748	67,060	-	-
SUPPLIES						
7206	Vehicle Maintenance	-	49,880	49,880	-	-
7806	Promotional Supplies	-	-	3,000	-	-
7810	Special Departmental Supplies	9,419	40,048	94,048	-	-
7901	Non-Capital Expenditures	-	816	816	-	-
	TOTAL SUPPLIES	9,419	90,744	147,744	-	-
FIXED ASSETS						
8301	Construction In Progress	7,380	-	-	-	-
8501	Other Betterments/Improv	-	1,399,485	1,499,264	-	-
8704	Motor Vehicles	33,902	3,511,873	3,511,873	1,500,000	1,500,000
8706	All Other Equipment	-	70,000	-	-	-
8999	Capital Expense Offset	(41,282)	-	-	-	-
	TOTAL FIXED ASSETS	-	4,981,357	5,011,137	1,500,000	1,500,000
DEBT SERVICE						
9001	Principal	-	111,656	362,389	306,342	323,257
9101	Interest	11,145	7,810	7,817	63,789	46,896
	TOTAL DEBT SERVICE	11,145	119,466	370,206	370,131	370,153
	DIVISION TOTAL	22,730	5,232,315	5,607,147	1,870,131	1,870,153

**DEPARTMENT/DIVISION
SOLID WASTE-DEBT SERVICE**

FUND						ORGKEY
SOLID WASTE						511930
OBJECT		2022-23 ACTUAL (AUDITED)	2023-24 ADJUSTED BUDGET	2023-24 12 MONTH ESTIMATED	2024-25 CITY COUNCIL ADOPTED	2025-26 CITY COUNCIL ADOPTED
SERVICES						
6001	Fiscal Agent Fees	2,214	2,225	-	-	-
6004	Bank/Collection Agent Fees	13,747	12,913	12,913	12,913	12,913
	TOTAL SERVICES	15,960	15,138	12,913	12,913	12,913
DEBT SERVICE						
9001	Principal	-	1,946,507	1,946,507	295,459	304,691
9101	Interest	63,304	140,395	140,395	117,353	107,856
	TOTAL DEBT SERVICE	63,304	2,086,902	2,086,902	412,812	412,547
	DIVISION TOTAL	79,264	2,102,040	2,099,815	425,725	425,460
	FUND TOTAL	17,755,190	26,687,770	25,437,505	18,976,491	19,482,257

DEPARTMENT/DIVISION
SOLID WASTE CAPITAL IMPROVEMENT FUND

FUND						ORGKEY
SOLID WASTE CAPITAL IMPROVEMENT FUND						519920
OBJECT		2022-23 ACTUAL (AUDITED)	2023-24 ADJUSTED BUDGET	2023-24 12 MONTH ESTIMATED	2024-25 CITY COUNCIL ADOPTED	2025-26 CITY COUNCIL ADOPTED
SERVICES						
6804	General Govt Service Charge	-	-	2,426	2,000	2,000
	TOTAL SERVICES	-	-	2,426	2,000	2,000
	FUND TOTAL	-	-	2,426	2,000	2,000

Facilities and Community Services Citrus Groves

Program Descriptions:

The City currently farms 22 separate citrus groves totaling approximately 184 acres. Several citrus varieties, including Navel orange, Valencia orange, Ruby Star grapefruit, and Rio grapefruit, are farmed within these groves. The department staff provides onsite repairs and maintenance as well as oversight of various contractors.

The Citrus Preservation Commission has been appointed by the City Council to advise staff and the City Council on both the technical and business matters related to citrus grove management. Seventy acres of the city-owned groves are designated as Citrus Heritage Groves to be protected for future generations. The groves were primarily purchased with funds from Measure “O” and Park Acquisition Funds.

The Citrus Grove budget is presented in twenty-two separate job ledgers/programs as an Enterprise Fund, to be supported by revenue received from the sale of citrus products from these groves. The groves currently owned and maintained by the city are known as:

1. California
2. Palmetto 1, Palmetto 2
3. Dearborn & Pioneer
4. Fifth
5. Granite
6. Jacinto Memorial
7. Judson
8. Lugonia
9. Mountain View
10. Mullin
11. Olive
12. Judson East
13. Judson West
14. Prospect
15. Riverview
16. Texas
17. University
18. Gateway
19. West Riverview
20. Sessums
21. Wabash
22. San Bernardino

Program Objectives:

- Staff support for the Citrus Preservation Commission on matters of acquisition, improvement, preservation, operation, and retention of citrus properties within the City.
- Efficiently, effectively, and economically manage the day-to-day operation of the groves, and market the crops to recover all costs of operation.
- Preserve acreage in citrus production consistent with the City’s historical and cultural heritage as a citrus growing community while providing an economic basis for supporting private citrus development and processing facilities.

Significant Program Changes and Process Improvements:

- The Oriental Fruit fly was found in Redlands and the surrounding area. This led to an areawide quarantine and has impacted the ability of all growers to harvest fruit.
- Trees with the citrus greening disease (Huanglongbing or “HLB”) were found in the area leading to a quarantine, which affects Redlands commercial groves and residential citrus trees. In total, four City groves are within the HLB quarantine, and City farming contractors must adhere to a strict set of guidelines for the continued farming of affected trees.
- Staff hosted public outreach meetings regarding the HLB quarantine for residents and commercial growers.
- Staff continues to monitor the impact of the Asian citrus psyllid on the California citrus industry and implementing prevention methods.

Accomplishments for Fiscal Year 2022-24:

- Replanted Lugonia Grove

DEPARTMENT/DIVISION
GROVES-OPERATIONS

FUND
GROVES FUND

ORGKEY
538900

OBJECT	2022-23 ACTUAL (AUDITED)	2023-24 ADJUSTED BUDGET	2023-24 12 MONTH ESTIMATED	2024-25 CITY COUNCIL ADOPTED	2025-26 CITY COUNCIL ADOPTED
SALARIES AND BENEFITS					
5001 Salaries: Full-Time	94,562	199,576	121,503	211,563	224,664
5101 Overtime Salaries	7,303	-	15,000	15,000	15,000
5202 Holiday Pay	287	-	4,117	-	-
5203 Bonus	10,000	-	-	123	132
5204 Accrual Payout	26,846	-	3,501	-	-
5301 Banked Leave Buy Back	-	4,090	-	2,176	5,244
5401 Pension Contributions	160,359	33,044	28,742	65,802	66,550
5501 FICA/Medicare	10,174	8,444	8,543	16,237	17,456
5601 Deferred Compensation	-	-	-	1,025	1,071
5701 Health/Dental Insurance	25,544	49,402	22,705	72,706	73,628
5702 Workers' Comp Insurance	11,066	11,964	11,964	8,216	8,502
5703 Disability Insurance	1,155	1,211	1,022	1,879	2,028
5704 Unemployment Insurance	296	868	3,023	1,554	1,554
5705 Life Insurance	148	126	134	226	226
5801 Vehicle Allowance	-	-	-	180	180
5802 Eyecare Reimbursement	-	450	450	1,074	1,074
5803 Clothing Allowance	300	600	900	1,005	1,005
5804 Uniform Rental	276	250	250	-	-
5901 Compensated Absences Expense	536	-	-	-	-
5903 Other Taxable Benefits	-	560	-	50	50
TOTAL SALARIES AND BENEFITS	348,851	310,585	221,854	398,816	418,364
SERVICES					
6006 Taxes	-	-	180	-	-
6007 Penalties and Interest	11	-	51	-	-
6105 Medicals/Physicals	143	-	-	-	-
6301 Water Wastewater Refuse	1,052	-	2,573	-	-
6304 Telephone	729	-	637	1,500	1,530
6307 Electricity & Gas	-	-	110	-	-
6308 Elec Service-Facility Ops	16,928	-	21,733	-	-
6510 Other Insurance	-	-	6,534	-	-
6710 Special Contractual Services	3,000	2,500	10,286	-	-
6802 Info Tech Service Charges	47,405	50,997	50,997	30,462	26,836
6804 General Govt Service Charge	26,101	27,406	27,406	28,776	29,784
6914 Depreciation Expense	23,078	-	-	-	-
6916 Lease Amortization	6,865	-	-	-	-
TOTAL SERVICES	125,311	80,903	120,506	60,738	58,150
SUPPLIES					
7004 Uniform/Safety Clothing	-	300	-	-	-
7102 Small Tools & Equipment	-	300	-	-	-
7206 Vehicle Maintenance	1,121	300	1,295	2,500	2,500
7208 Repair/Maintenance Supplies	17,736	3,035	14,933	5,000	5,000
7209 Janitorial Supplies	-	100	-	-	-
7810 Special Departmental Supplies	4,237	500	1,340	3,500	3,500
TOTAL SUPPLIES	23,094	4,535	17,568	11,000	11,000

DEPARTMENT/DIVISION
GROVES-OPERATIONS

FUND
GROVES FUND

ORGKEY
538900

<u>OBJECT</u>	<u>2022-23 ACTUAL (AUDITED)</u>	<u>2023-24 ADJUSTED BUDGET</u>	<u>2023-24 12 MONTH ESTIMATED</u>	<u>2024-25 CITY COUNCIL ADOPTED</u>	<u>2025-26 CITY COUNCIL ADOPTED</u>
FIXED ASSETS					
8801 Capital Leases	8,461	22,731	16,560	16,560	16,560
TOTAL FIXED ASSETS	8,461	22,731	16,560	16,560	16,560
DEBT SERVICE					
9102 Interest-Lease	159	-	-	-	-
TOTAL DEBT SERVICE	159	-	-	-	-
DIVISION TOTAL	505,877	418,754	376,489	487,114	504,074

DEPARTMENT/DIVISION
GROVES-PROJECTS AND GRANTS

FUND							ORGKEY
GROVES FUND							538910
OBJECT	2022-23 ACTUAL (AUDITED)	2023-24 ADJUSTED BUDGET	2023-24 12 MONTH ESTIMATED	2024-25 CITY COUNCIL ADOPTED	2025-26 CITY COUNCIL ADOPTED		
SERVICES							
6106	Other Professional Services	-	46,851	2,231	-	-	
6301	Water Wastewater Refuse	76,163	71,916	64,880	82,150	84,143	
6307	Electricity & Gas	-	2,520	4,016	6,700	6,834	
6308	Elec Service-Facility Ops	-	11,856	9,100	12,000	12,240	
6510	Other Insurance	-	7,980	7,140	7,190	7,350	
6710	Special Contractual Services	1,231,089	749,903	658,090	742,087	758,279	
6902	Advertising	-	305	305	-	1,000	
	TOTAL SERVICES	1,307,251	891,750	745,762	850,127	869,846	
SUPPLIES							
7002	Office Supplies	-	1,500	500	1,000	1,020	
7208	Repair/Maintenance Supplies	-	16,050	13,550	37,000	37,830	
7901	Non-Capital Expenditures	65,538	207,000	159,513	-	-	
	TOTAL SUPPLIES	67,634	224,550	173,563	38,000	38,850	
FIXED ASSETS							
8001	Land Acquisition	-	-	100,000	-	-	
	TOTAL FIXED ASSETS	-	-	100,000	-	-	
	DIVISION TOTAL	1,374,885	1,116,300	1,019,325	888,127	908,696	
	FUND TOTAL	1,880,762	1,535,054	1,395,814	1,375,241	1,412,770	

Facilities and Community Services Cemetery Division

Program Description:

Hillside Memorial Park is a historic cemetery consisting of more than fifty acres of land. There are 11.75 acres of undeveloped land for future developments. The cemetery has performed and recorded over 33,204 interments since it was established in 1886. Hillside Memorial Park provides a place of reflection and remembrance for those that visit. Families that select Hillside Memorial Park as a final resting place are presented with an array of products to choose from which span from ground burials to mausoleum entombments. There are also multiple options for families that prefer cremation services. Hillside staff works diligently with public and private organizations to provide the best possible service to families served. The cemetery conducts an average of 220 interments per year.

The cemetery is an Enterprise Fund organized to produce revenue to offset expenditures. Portions of the cemetery revenues are placed into the Cemetery Perpetual Care Fund to help offset the expenses associated with future maintenance and upkeep of the cemetery grounds as well as to fund capital improvement projects.

Program Objectives:

- Provide excellent customer service to residents and the community by offering an array of services and products.
- Continue to modernize record-keeping systems to include digital information storage and retrieval.
- Digitize archived records in an electronic format for efficient and accurate research.
- Implement capital improvement projects that will allow the cemetery to remain modern and competitive.

Significant Projects and Improvements:

- Management of property inventory database to track available inventory spaces more effectively.
- Maintained permanent records for 33, 204 recorded interments.
- Performed 189 new interments, 43.39% of which were cremation related services.
- Cemetery staff has started an ongoing property inventory verification project to identify usable spaces located on the historic north end of the cemetery. An additional 10 usable cremation spaces were identified and added to the property inventory by staff.

DEPARTMENT/DIVISION
CEMETERY

FUND
CEMETERY FUND

ORGKEY
562900

OBJECT	2022-23 ACTUAL (AUDITED)	2023-24 ADJUSTED BUDGET	2023-24 12 MONTH ESTIMATED	2024-25 CITY COUNCIL ADOPTED	2025-26 CITY COUNCIL ADOPTED
SALARIES AND BENEFITS					
5001 Salaries: Full-Time	342,756	423,065	399,215	391,381	402,698
5002 Salaries: Part-Time	13,737	52,815	7,680	16,000	16,000
5101 Overtime Salaries	5,401	10,000	5,000	10,000	10,000
5202 Holiday Pay	6,368	-	1,336	-	-
5203 Bonus	18,953	-	-	82	88
5204 Accrual Payout	1,775	-	2,131	-	-
5301 Banked Leave Buy Back	4,177	6,362	10,680	6,856	8,248
5401 Pension Contributions	378,477	103,739	111,685	122,723	120,213
5501 FICA/Medicare	28,797	29,559	30,748	31,672	32,630
5601 Deferred Compensation	1,406	1,442	2,177	1,555	1,567
5701 Health/Dental Insurance	64,696	95,251	76,922	98,817	99,267
5702 Workers' Comp Insurance	13,832	14,955	14,955	15,063	15,587
5703 Disability Insurance	2,015	2,214	2,274	2,986	3,092
5704 Unemployment Insurance	635	3,231	2,759	2,773	2,773
5705 Life Insurance	329	280	309	340	340
5801 Vehicle Allowance	-	-	606	120	120
5802 Eyecare Reimbursement	450	1,000	1,000	1,617	1,617
5803 Clothing Allowance	638	953	1,260	1,277	1,277
5804 Uniform Rental	363	397	397	-	-
5901 Compensated Absences Expense	1,523	-	-	-	-
5903 Other Taxable Benefits	1,793	5,533	2,661	2,634	2,634
TOTAL SALARIES AND BENEFITS	888,120	750,796	673,795	705,896	718,151
SERVICES					
6005 License & Permits	1,206	783	710	800	800
6106 Other Professional Services	-	-	1,189	-	-
6301 Water Wastewater Refuse	24,683	30,678	30,678	31,000	31,500
6304 Telephone	2,579	2,718	2,650	3,700	2,900
6307 Electricity & Gas	4,314	4,045	4,045	4,200	4,300
6401 Meeting & Prof Development	-	4,000	4,000	4,000	7,000
6402 Travel Expense/Reimbursement	-	1,900	500	1,200	1,200
6403 Training	922	1,500	900	1,500	1,500
6505 Retiree Health Insurance	70,739	15,750	70,000	70,000	70,000
6601 Postage	253	250	200	250	250
6703 Software Support/Development	-	500	-	-	-
6708 Special Program Expenditures	-	38,728	-	-	-
6710 Special Contractual Services	91,268	157,042	153,389	165,000	172,000
6802 Info Tech Service Charges	59,256	63,746	63,746	38,078	33,545
6803 City Garage Charges	33,257	35,497	40,742	48,618	50,649
6804 General Govt Service Charge	72,538	76,165	76,165	79,974	82,773
6901 Printing and Binding	-	2,500	176	2,000	500
6902 Advertising	801	5,000	5,000	5,000	5,000
6903 Janitorial Services	13,639	35,571	13,000	15,000	15,000
6906 Office Equip & Furn Rent	2,025	2,000	2,500	2,500	2,500
6909 Subscriptions & Memberships	-	330	330	330	330
6910 Labor	6,775	-	150	-	-
6911 Bad Debt Expense	(61)	10,000	10,000	-	-
6914 Depreciation Expense	42,893	-	-	-	-
6916 Lease Amortization	13,901	-	-	-	-
TOTAL SERVICES	440,990	488,703	480,070	473,150	481,747

**DEPARTMENT/DIVISION
CEMETERY**

FUND
CEMETERY FUND

ORGKEY
562900

OBJECT	2022-23 ACTUAL (AUDITED)	2023-24 ADJUSTED BUDGET	2023-24 12 MONTH ESTIMATED	2024-25 CITY COUNCIL ADOPTED	2025-26 CITY COUNCIL ADOPTED
SUPPLIES					
7002 Office Supplies	829	2,100	2,100	2,500	2,000
7004 Uniform/Safety Clothing	2,508	1,100	1,706	2,508	2,508
7101 Office Equipment & Furniture	-	1,200	1,200	1,500	1,500
7102 Small Tools & Equipment	5,913	2,500	1,200	2,500	2,500
7204 Building/Grounds Maintenance	18,066	27,545	15,200	20,000	22,000
7206 Vehicle Maintenance	1,259	934	934	1,259	1,259
7208 Repair/Maintenance Supplies	10,753	14,500	5,140	14,500	14,500
7209 Janitorial Supplies	-	250	200	-	200
7210 Building Supplies	-	-	15,000	-	-
7212 Equipment Parts	199	-	-	-	-
7801 Resale Materials	41,944	58,435	58,435	62,000	67,000
7806 Promotional Supplies	-	2,500	2,500	2,500	2,500
7807 Food	693	500	500	500	500
7810 Special Departmental Supplies	5,173	2,500	2,500	2,700	2,750
7901 Non-Capital Expenditures	-	4,800	-	-	-
TOTAL SUPPLIES	87,338	118,864	106,615	112,467	119,217
FIXED ASSETS					
8501 Other Betterments/Improv	-	270,000	170,000	100,000	100,000
8704 Motor Vehicles	19,409	-	-	-	-
8706 All Other Equipment	-	7,500	7,500	20,000	-
8801 Capital Lease	5,482	59,481	69,028	42,335	71,335
8999 Capital Expenditure Offset	(19,409)	-	-	-	-
TOTAL FIXED ASSETS	5,482	336,981	246,528	162,335	171,335
DEBT SERVICE					
9001 Principal	-	179,030	179,030	178,645	150,000
9101 Interest	19,496	1,277	1,277	339	-
9102 Interest-Lease	228	-	-	-	-
TOTAL DEBT SERVICE	19,724	180,307	180,307	178,984	150,000
FUND TOTAL	1,441,654	1,875,652	1,687,315	1,632,832	1,640,450

**Facilities and Community Services
Redlands Municipal Airport
(Aviation Division)**

Program Description:

The Aviation Division manages airfield operations and airport land leases, tie-downs, and city facilities and equipment. The Division ensures compliance with the Federal Aviation Administration and the California Department of Transportation Aeronautics Division requirements for General Aviation airport facilities. The airport budget is an Enterprise Fund to sustain the program through airport revenue. The City Council has appointed the Airport Advisory Board to advise the City Council on airport management matters. Oversight is provided by department staff that coordinate airport maintenance activities, grant acquisition, and administration through various department divisions.

The airport encompasses 177 acres, with 197 hangars, 25 offices, 210 tie-downs, and approximately 200 based aircraft. There are currently 14 businesses based at the airport.

Program Objectives:

- Maintain a safe aviation environment.
- Operate the airport as a self-sustaining Enterprise Fund
- Provide regular education, inspections of airport facilities and equipment along with recurring maintenance.
- Leverage FAA and Caltrans entitlements to maximize capital improvements through FAA and Caltrans grant programs.
- Administer the City-owned west ramp tie-downs.
- Administer Fixed Base Operators (FBO's) with land leases.
- Administer, advise, coordinate, and communicate land use and airspace compatibility, aviation easements, and environmental stewardship.
- Provide staff liaison to the Airport Advisory Board

Accomplishments for Fiscal Years 2022-2024:

- Hosted new Halloween Plane-or-Treat events bringing over 2500 participants to the airfield in the second year to learn about aviation activities and the Redlands Airport.
- Processed for approval FAA Entitlement Planning Grants and State of California Matching Grants for runway and taxiway resurfacing, Wildlife Hazardous Management Plan, design for a new airfield security fence, and associated environmental documents.
- Secured agreement with Civil Air Patrol to base a youth squadron at Redlands Municipal Airport, which teaches youth participants about aviation careers and activities and provides support to airport events and operations.
- Completed the FAA funded Airport Layout Plan (ALP) update.
- Complied with FAA Hangar Policy and San Bernardino Possessory Tax requirements through hangar inspection program.
- Sustainment maintenance of Storm Water Pollution Prevention Program, achieving recognition and approval to limit sampling one time per year for staying within compliance standards.

- Conducted outreach/engagement with FAA, San Bernardino International Airport, and Redlands Pilot community relating to a new flight pattern transecting through Redlands Municipal Airport airspace.

Goals for Fiscal Year 2024-2026:

- Secure on-call service agreement with design, planning, and engineering consultant to provide all FAA required documents and information for grant funded projects.
- Develop and release an RFP to provide additional fuel service at the airport, including Jet-A fuel utilized by growing number of helicopters at KREI.
- Perform required maintenance on City owned hangar buildings including paint and roofing.
- Restore the beacon tower as a showcase to aviation history in Redlands and the Inland Empire.

DEPARTMENT/DIVISION
AIRPORT-OPERATIONS

FUND
AVIATION FUND

ORGKEY
564900

OBJECT	2022-23 ACTUAL (AUDITED)	2023-24 ADJUSTED BUDGET	2023-24 12 MONTH ESTIMATED	2024-25 CITY COUNCIL ADOPTED	2025-26 CITY COUNCIL ADOPTED
SALARIES AND BENEFITS					
5001 Salaries: Full-Time	91,047	115,275	114,621	93,996	100,670
5101 Overtime Salaries	118	-	25	-	-
5202 Holiday Pay	267	-	171	-	-
5203 Bonus	4,263	-	-	41	44
5204 Accrual Payout	1,436	-	1,417	-	-
5301 Banked Leave Buy Back	176	2,098	1,456	1,340	1,499
5401 Pension Contributions	63,292	33,837	33,811	29,329	29,910
5501 FICA/Medicare	7,436	8,354	9,158	7,258	7,775
5601 Deferred Compensation	480	1,352	2,116	1,495	1,512
5701 Health/Dental Insurance	5,610	7,275	9,499	5,059	5,068
5702 Workers' Comp Insurance	2,766	2,991	2,991	2,739	2,834
5703 Disability Insurance	50	71	49	-	-
5704 Unemployment Insurance	181	545	692	456	456
5705 Life Insurance	74	79	81	66	66
5801 Vehicle Allowance	-	-	606	60	60
5802 Eyecare Reimbursement	-	282	282	315	315
5803 Clothing Allowance	35	35	35	-	-
5901 Compensated Absences Expense	351	-	-	-	-
5903 Other Taxable Benefits	55	6,566	286	158	158
TOTAL SALARIES AND BENEFITS	177,636	178,760	177,296	142,312	150,367
SERVICES					
6005 License & Permits	1,738	-	-	-	-
6008 State Mandated Fees	-	1,985	-	-	-
6106 Other Professional Services	-	36,036	1,000	-	-
6301 Water Wastewater Refuse	7,573	6,064	10,000	12,000	14,000
6304 Telephone	7,303	5,513	10,000	12,000	14,000
6307 Electricity & Gas	32,728	17,640	36,000	40,000	43,000
6403 Training	56	551	551	1,000	1,000
6505 Retiree Health Insurance	11,505	-	12	-	-
6510 Other Insurance	-	4,961	-	-	-
6601 Postage	-	551	551	-	-
6703 Software Support/Development	-	2,205	900	1,500	1,500
6710 Special Contractual Services	46,633	4,962	30,000	22,000	22,000
6802 Info Tech Service Charges	11,851	37,749	12,749	7,616	6,709
6803 City Garage Charges	1,478	1,578	3,169	4,961	5,168
6804 General Govt Service Charge	72,902	76,547	76,547	80,375	83,188
6901 Printing and Binding	-	551	551	-	-
6902 Advertising	7,167	1,323	3,000	2,500	2,500
6903 Janitorial Services	9,294	19,673	15,000	20,000	22,000
6907 Comms Service & Rental	-	1,654	1,654	1,654	1,654
6909 Subscriptions & Memberships	-	331	331	500	500
6910 Labor	15,840	194	6,293	8,000	8,000
6911 Bad Debt Expense	899	-	1,066	-	-
6912 Reimbursed Expenditures	2,260	8,701	8,701	-	-
6914 Depreciation Expense	223,085	-	-	-	-
TOTAL SERVICES	452,312	228,768	218,075	214,106	225,219

DEPARTMENT/DIVISION
AIRPORT-OPERATIONS

FUND
AVIATION FUND

ORGKEY
564900

OBJECT	2022-23 ACTUAL (AUDITED)	2023-24 ADJUSTED BUDGET	2023-24 12 MONTH ESTIMATED	2024-25 CITY COUNCIL ADOPTED	2025-26 CITY COUNCIL ADOPTED
SUPPLIES					
7002 Office Supplies	1,816	1,323	1,323	1,500	1,600
7102 Small Tools & Equipment	626	1,103	1,103	1,200	1,200
7203 Office Equipment Maintenance	-	551	-	-	-
7204 Building/Grounds Maintenance	3,795	68,323	36,772	45,000	50,000
7208 Repair/Maintenance Supplies	5,525	7,223	15,000	23,000	25,000
7209 Janitorial Supplies	631	-	-	-	-
7210 Building Supplies	-	6,615	4,000	4,000	4,000
7807 Food	-	-	194	500	500
TOTAL SUPPLIES	12,392	85,138	58,392	75,200	82,300
FIXED ASSETS					
8801 Capital Lease	-	-	7,910	7,910	24,400
TOTAL FIXED ASSETS	-	-	7,910	7,910	24,400
DEBT SERVICE					
9001 Principal	-	57,000	57,000	57,000	57,000
9101 Interest	18,142	3,000	3,000	3,000	3,000
TOTAL DEBT SERVICE	18,142	60,000	60,000	60,000	60,000
DIVISION TOTAL	660,483	552,666	521,672	499,528	542,286

**DEPARTMENT/DIVISION
AIRPORT-PROJECTS AND GRANTS**

FUND						ORGKEY
AVIATION FUND						564910
OBJECT	2022-23 ACTUAL (AUDITED)	2023-24 ADJUSTED BUDGET	2023-24 12 MONTH ESTIMATED	2024-25 CITY COUNCIL ADOPTED	2025-26 CITY COUNCIL ADOPTED	
SERVICES						
6710	Special Contractual Services	90,919	93,356	93,356	-	-
6912	Reimbursed Expenditures	(2,260)	(8,701)	(8,701)	-	-
	TOTAL SERVICES	88,658	84,655	84,655	-	-
SUPPLIES						
7204	Building/Grounds Maintenance	-	5,872	15,872	-	-
7901	Non-Capital Expenditures	70,048	5,000	5,000	-	-
	TOTAL SUPPLIES	70,048	10,872	20,872	-	-
	DIVISION TOTAL	158,706	95,527	105,527	-	-
	FUND TOTAL	819,189	648,193	627,200	499,528	542,286

Facilities and Community Services Equipment Maintenance Division

Program Description:

The Equipment Maintenance Division provides maintenance and repair service as well as safety inspections for the City's vehicles and equipment. Emphasis is placed on safety, preventive maintenance, and compliance with air quality and other State regulations. Equipment Maintenance staff provide the support necessary to maintain over 600 units of vehicles, heavy equipment, generators, and compressors, as well as operation of the City's L/CNG fuel station. The Equipment Maintenance Division is an Internal Service Fund.

Program Objectives:

- Provide maintenance and repair services to City departments to maintain an in-service rate of 93% or higher.
- Receive an annual award of tax rebates through consistent and timely L/CNG tax reporting. Staff secured a rebate of \$243,732 for the Fiscal Year 2022-23.
- Maintain and provide timely reporting for programs required by the State of California and other regulatory agencies.
- Maintain continuous training for mechanics to ensure up-to-date skills and knowledge of computer and electronic technology on the newer model electric, and alternative fuel vehicles.

Strategic Plan

The Equipment Maintenance Division supports the Strategic Plan Priority D – Sustainability through continued evaluation of the City's medium and light-duty vehicles under the vehicle lease and maintenance program with Enterprise Fleet Management. Through this program, 105 City vehicles have been replaced, resulting in an increase in safety and a reduction in maintenance costs associated with older vehicles.

DEPARTMENT/DIVISION
EQUIPMENT MAINTENANCE

FUND
EQUIPMENT MAINTENANCE FUND

ORGKEY
607900

OBJECT	2022-23 ACTUAL (AUDITED)	2023-24 ADJUSTED BUDGET	2023-24 12 MONTH ESTIMATED	2024-25 CITY COUNCIL ADOPTED	2025-26 CITY COUNCIL ADOPTED
SALARIES AND BENEFITS					
5001 Salaries: Full-Time	389,057	572,532	496,954	670,277	696,947
5101 Overtime Salaries	30,431	21,000	34,565	38,367	42,588
5201 Stand By	890	-	658	730	811
5202 Holiday Pay	9,850	-	6,493	-	-
5203 Bonus	17,735	-	-	411	440
5204 Accrual Payout	39,211	-	4,335	-	-
5301 Banked Leave Buy Back	10,729	17,330	24,696	17,138	23,434
5401 Pension Contributions	(75,958)	171,389	153,615	201,865	200,031
5501 FICA/Medicare	36,889	41,846	43,712	50,512	52,946
5601 Deferred Compensation	16,658	3,137	4,382	2,818	2,877
5701 Health/Dental Insurance	58,033	144,276	100,899	173,516	175,316
5702 Workers' Comp Insurance	29,908	32,336	32,336	104,547	108,185
5703 Disability Insurance	2,725	3,763	3,103	5,156	5,460
5704 Unemployment Insurance	594	3,216	4,565	3,763	3,763
5705 Life Insurance	351	467	417	546	546
5801 Vehicle Allowance	-	-	3,030	600	600
5802 Eyecare Reimbursement	162	1,667	1,667	2,601	2,601
5803 Clothing Allowance	816	1,638	1,638	2,250	2,250
5804 Uniform Rental	368	683	683	-	-
5901 Compensated Absences Expense	1,895	-	-	-	-
5903 Other Taxable Benefits	455	9,109	1,674	311	311
TOTAL SALARIES AND BENEFITS	570,798	1,024,389	919,422	1,275,409	1,319,105
SERVICES					
6004 Bank/Collection Agent Fees	15,465	23,100	25,467	26,741	28,078
6005 License & Permits	67,341	12,247	79,793	82,186	84,652
6006 Taxes	(1,597)	27,520	27,520	28,896	30,341
6007 Penalties and Interest	7,915	-	5,610	-	-
6008 State Mandated Fees	-	-	23	500	500
6105 Medical/Physicals	176	-	-	-	200
6304 Telephone	3,433	3,115	6,655	6,338	6,655
6401 Meeting & Prof Development	220	-	-	-	-
6402 Travel Expense/Reimbursement	-	-	1,000	500	500
6403 Training	338	5,512	4,512	3,000	3,000
6505 Retiree Health Insurance	137,960	49,761	137,960	140,000	140,000
6601 Postage	640	400	579	600	600
6703 Software Support/Development	1,850	45,213	59,853	38,276	39,310
6708 Special Program Expenditures	500	-	-	-	-
6710 Special Contractual Services	18,378	513,512	41,014	77,000	52,000
6802 Info Tech Service Charges	82,959	124,245	89,245	38,078	33,545
6804 General Govt Service Charge	328,873	345,317	345,317	494,184	511,480
6901 Printing and Binding	294	-	-	-	-
6906 Office Equip & Furn Rent	1,963	3,610	2,022	2,244	2,244
6908 Other Rentals	157,162	59,413	59,413	30,000	35,000
6909 Subscriptions & Memberships	12,732	19,875	24,166	1,000	1,000
6910 Labor	164,147	10,165	139,369	108,000	111,240
6911 Bad Debt Expense	24	-	95	-	-
6914 Depreciation Expense	31,401	-	-	-	-
6916 Lease Amortization	7,082	-	-	-	-
TOTAL SERVICES	1,039,256	1,243,004	1,049,613	1,077,544	1,080,345

DEPARTMENT/DIVISION
EQUIPMENT MAINTENANCE

FUND
EQUIPMENT MAINTENANCE FUND

ORGKEY
607900

OBJECT	2022-23 ACTUAL (AUDITED)	2023-24 ADJUSTED BUDGET	2023-24 12 MONTH ESTIMATED	2024-25 CITY COUNCIL ADOPTED	2025-26 CITY COUNCIL ADOPTED
SUPPLIES					
7002 Office Supplies	6,433	2,205	8,315	8,550	8,950
7004 Uniform/Safety Clothing	11,707	12,517	6,446	25,040	37,560
7101 Office Equipment & Furniture	-	-	7,902	8,692	9,561
7102 Small Tools & Equipment	602	21,735	25,027	27,530	30,283
7204 Building/Grounds Maintenance	39,008	12,564	111,660	74,210	82,373
7205 Machinery & Equip. Maint.	58,683	82,687	65,159	72,326	80,282
7206 Vehicle Maintenance	1,377,025	1,137,814	1,818,403	1,729,736	1,695,141
7208 Repair/Maintenance Supplies	83,724	2,756	320,143	92,934	103,156
7209 Janitorial Supplies	5,845	1,984	19,147	24,150	26,807
7210 Building Supplies	430	2,756	-	-	-
7211 Computer Components	4,330	11,025	15,262	16,941	13,584
7212 Equipment Parts	63,799	-	38,749	56,298	62,491
7213 Motor Vehicle Supplies	1,511,628	1,571,883	1,856,153	1,788,689	1,666,933
7214 Tires & Tubes	242,370	301,875	301,875	319,988	355,186
7301 Gasoline	692,312	981,831	605,300	623,459	642,163
7302 Compressed Natural Gas (LCNG)	1,035,378	2,435,737	1,914,235	1,990,804	2,090,345
7303 Oil and Lubricants	47,646	65,000	119,657	137,938	147,594
7304 Diesel Fuel	400,637	680,953	371,221	444,707	475,836
7807 Food	563	1,653	304	2,128	2,362
7810 Special Departmental Supplies	12,555	6,366	28,711	14,985	16,633
7901 Non-Capital Expenditures	-	126,433	77,457	50,000	-
TOTAL SUPPLIES	5,594,675	7,459,774	7,711,126	7,509,105	7,547,241
FIXED ASSETS					
8501 Other Betterments/Improv	-	150,000	-	175,000	525,000
8503 Building Construction/Improv	-	-	-	125,000	350,000
8704 Motor Vehicles	-	-	-	85,000	-
8706 All Other Equipment	161,630	-	-	208,932	75,000
8801 Capital Lease	6,708	19,049	14,851	14,851	14,851
8999 Capital Expenditure Offset	(179,510)	-	-	-	-
TOTAL FIXED ASSETS	(11,172)	169,049	14,851	608,783	964,851
DEBT SERVICE					
9102 Interest-Lease	83	-	-	-	-
TOTAL DEBT SERVICE	83	-	-	-	-
FUND TOTAL	7,193,640	9,896,217	9,695,012	10,470,840	10,911,542

Municipal Utilities and Engineering Department

Mission:

The mission of the Municipal Utilities & Engineering Department (MUED) is to provide reliable service to the community with professionalism, integrity, accountability, quality, transparency, and innovation. MUED plans, designs, constructs, operates, and maintains Redlands' physical infrastructure for the residents and businesses in the City, making our community a desirable place to live, work, and visit.

MUED is responsible for delivering the following services to the City's residents and businesses:

- Utility Operations:
 - Water production and distribution;
 - Non-potable water distribution;
 - Wastewater collection, treatment, and disposal;
- Engineering review and inspection of development proposals for compliance with State and City codes, standards, and other governmental requirements relating to land subdivisions, grading, drainage, and improvements within the City rights-of-way;
- Management, rehabilitation, and replacement of infrastructures such as water mains, sewer mains, storm drains, streets, and traffic signals to provide reliable service to the community;
- Development and construction of new public facilities to protect and enhance Redlands' livability.

MUED is organized into three (3) divisions including Engineering (Capital Improvement Program), Water Utility Operations (Potable and Non-Potable), and Wastewater Utility Operations. In total, MUED employs 94 full-time and one (1) part-time utility professionals.

Departmental Goals:

- Preserve City Assets
 - Provide responsible leadership and management to preserve the City's physical assets and resources;
 - Optimize City's physical assets to ensure reliability and exceed anticipated service life;
 - Maximize sustainable practices and ensure City infrastructure improvements support the City's mission to limit its environmental footprint;
 - Provide fiscally responsible water, non-potable water, and wastewater services;
 - Provide a safe, well-maintained, and efficient transportation system;
 - Ensure regulatory compliance by mandating MUED and vendor practices are consistent with all related codes and regulations; and
 - Develop and Implement effective emergency management strategies to ensure continuity of services during and after significant events.
- Provide Quality Customer Service
 - Promptly deliver requested services with the highest quality of workmanship;
 - Develop and train staff to effectively communicate with customers; and
 - Expand online self-service opportunities.

- Ensure Employee Effectiveness and Satisfaction
 - Recruit and retain high-performing employees;
 - Provide resources necessary for employees to perform work tasks safely and efficiently;
 - Create and maintain a diverse work environment that encourages staff engagement, high-performance, and professional satisfaction;
 - Encourage professional development to prepare City employees for promotion opportunities;
 - Emphasize the importance of employee leadership and accountability at all levels.
- Establish Effective and Long-term Partnerships
 - Promote productive working relationships with City stakeholders, other municipalities, and regional partners;
 - Expand collaboration with Education and Industry partners on technology projects.
- Utilize Innovation
 - Leverage new ideas and technology to solve problems and accomplish the City's mission;
 - Create and sustain an organizational culture that encourages and supports innovation;
 - Optimize the use of emerging technologies;
 - Improve data collection and promote data-driven decision-making.
- Stimulate the Redlands Economy
 - Provide a One-Stop Permit Center for the prompt processing of development permits in the City;
 - Provide a One-Stop Permit Center to guide developers through Departmental requirements, the Redlands Municipal Code, Measure U, and State regulations;
 - Enhance Redlands' economic curb appeal.
- Encourage Environmental Protection
 - Collaborate with State, Regional, and Local agencies to promote environmentally sound policies and procedures;
 - Continually assess Redlands water sources (Santa Ana River, Mill Creek, and Bunker Hill Basin) to monitor the health of each source;
 - Implement the City's National Pollutant Discharge Elimination System (NPDES) to ensure stormwater discharges comply with the Municipal Separate Storm Sewer Systems (MS4) permits for Capital Improvement Projects, Water Utility Operations, and Wastewater Utility Operations.
- Social Responsibility
 - Collaborate with local Universities and Colleges to encourage students to consider a career in municipal government;
 - Establish an apprenticeship program to mentor young professionals;
 - Promote Departmental programs through community outreach at local events (Market Night, Redlands Bicycle Classic, etc.)

Municipal Utilities and Engineering Department Engineering Division

Program Description:

The City of Redlands Engineering Division provides quality engineering services for the citizens of Redlands and the private development community. Engineering reviews capital improvement projects and manages construction of City infrastructure improvement projects such as street rehabilitation, water, and sewer main replacement, and storm drain construction.

Program Objectives:

- Efficiently deliver Capital Improvement Projects;
- Capitalize on opportunities to improve the effectiveness of services provided to the community;
- Leverage State and Federal grant funds to implement significant capital improvement projects;
- Preserve and extend the useful service life of public infrastructure in a fiscally responsible manner;
- Maintain a CIP noticing program to educate and inform the general public.

Sustainability Efforts:

- Participate in Demand Response program designed for load-shedding;
- Rehabilitate well and booster pumps with energy-efficient units;
- Capitalize on building energy consumption and efficiency improvement opportunities;
- Reduce pollutants and greenhouse gases by reducing traffic congestion;
- Support sustainable transportation such as biking and walking;
- Identify grant opportunities and emerging technologies;
- Promote the use of LED streetlights and identify opportunities to replace existing HPS streetlights.

Significant Programs:

PARIS

In 2012, the City completed the Pavement Accelerated Repair Implementation Strategy (PARIS) funding strategy for the pavement condition assessment and pavement management platform to strategically prioritize the investment of funds for road improvements. PARIS resurfaced approximately 440 lane miles of public streets (2/3 of all City streets) from 2013 to 2021 and increased the Redlands street network pavement condition index from 53 to 82. PARIS was completed in FY 2020-21. The remaining 210 lane miles of City streets will be rehabilitated, and streets rehabilitated through PARIS will be maintained, through a new Pavement Management Program (PMP 2020), which was adopted by City Council in April 2020.

MEASURE I & SB1

Measure I is the half-cent countywide sales tax levy approved by the voters to fund local transportation improvements. The City's annual Measure I allocation was used in its entirety to fund the PARIS program and is expected to do so with the PMP. Additionally, the Road Maintenance and Rehabilitation Account established through Senate Bill 1 provides funding to Redlands for not only PMP improvements, but other local transportation improvements as well.

DEVELOPMENT IMPACT FEES

Development Impact Fees (DIF) are collected for the construction, expansion, and improvement of arterial streets, freeway interchanges, traffic signals, public facilities, public parks, storm drain facilities, wastewater facilities, solid waste facilities, and water facilities. DIF provides partial funding for the construction of master-planned facilities to accommodate impacts associated with new development projects.

WATER CONSERVATION

In 2012-13, Redlands adopted a Water Conservation Rebate Program to incentivize customers to reduce water consumption and contribute to the City's effort to meet the 2009 Water Conservation Act goals, which required a twenty percent (20%) reduction in water consumption by 2020. The rebate program and successful implementation of additional programs such as irrigation controller scheduling assistance, a water waste investigation program, and a children's educational platform featuring Ira the IrrigATOR and Eva the InvestiGATOR, have resulted in a citywide residential water consumption rate reduction of approximately 50 gallons per capita per day over the last five years.

Accomplishments in Fiscal Year 2022-23:

- Construction of the PMP 2022 and PMP 2023, completing approximately sixty-two (62) lane miles of the street out of the remaining 1/3 of the City's street (210 lane miles out of 650) after completing the PARIS program.;
- Replacement of four (4) miles of water pipeline;
- Rehabilitation of four (4) miles of sewer pipeline by replacing and slip lining;
- Replacement of two (2) miles of sidewalks;
- Replacement of ninety (90) ADA curb ramps;
- Awarded approximately \$150,000 in Water Efficiency Rebates;
- Design of WWTP Phase 2 (overall rehabilitation of the plant) is completed;
- Construction of the Redlands Passenger Rail Project completed;
- Construction of I-10 and University Street widening project completed;
- Construction of I-10 and Alabama Street widening project completed;
- Construction inspection for capital projects and land development activities.

DEPARTMENT/DIVISION
ENGINEERING

FUND
GENERAL FUND

ORGKEY
101400

OBJECT	2022-23 ACTUAL (AUDITED)	2023-24 ADJUSTED BUDGET	2023-24 12 MONTH ESTIMATED	2024-25 CITY COUNCIL ADOPTED	2025-26 CITY COUNCIL ADOPTED
SALARIES AND BENEFITS					
5001 Salaries: Full-Time	186,361	190,798	202,134	400,677	419,615
5002 Salaries: Part-Time	9,863	13,237	10,672	13,489	13,489
5101 Overtime Salaries	5,407	5,000	5,000	5,250	5,513
5202 Holiday Pay	2,077	-	5,326	-	-
5203 Bonus	6,725	-	1,200	488	498
5204 Accrual Payout	5,140	-	498	-	-
5301 Banked Leave Buy Back	1,349	6,738	2,125	10,760	11,837
5401 Pension Contributions	47,099	60,089	53,238	123,136	122,972
5501 FICA/Medicare	15,830	15,222	17,191	31,255	32,826
5601 Deferred Compensation	1,784	1,629	3,916	5,211	5,192
5701 Health/Dental Insurance	22,159	34,879	32,350	72,667	73,911
5702 Workers' Comp Insurance	79,641	86,107	86,107	43,951	45,480
5703 Disability Insurance	968	1,143	1,203	1,969	2,084
5704 Unemployment Insurance	225	1,194	1,548	2,083	2,083
5705 Life Insurance	129	129	132	258	258
5801 Vehicle Allowance	-	1,451	-	-	-
5802 Eyecare Reimbursement	1,482	461	461	1,230	1,230
5803 Clothing Allowance	1,260	-	675	645	645
5804 Uniform Rental	-	574	574	-	-
5903 Other Taxable Benefits	320	3,168	248	293	293
5904 Tuition Reimbursement	576	-	432	-	-
TOTAL SALARIES AND BENEFITS	388,395	421,819	425,030	713,362	737,926
SERVICES					
6005 License & Permits	74,214	62,540	62,540	540	540
6106 Other Professional Services	241,275	261,739	261,739	275,000	200,000
6304 Telephone	(300)	2,700	2,700	2,800	2,800
6401 Meeting & Prof Development	-	500	-	7,500	7,500
6402 Travel Expense/Reimbursement	242	1,600	1,600	1,600	1,600
6403 Training	496	5,000	5,000	7,500	7,500
6601 Postage	845	1,200	1,200	1,000	1,000
6703 Software Support/Development	-	11,000	11,000	-	-
6708 Special Program Expenditures	1,200	26,000	26,000	-	-
6710 Special Contractual Services	14,323	22,000	8,397	-	-
6802 Info Tech Service Charges	177,769	241,239	191,239	76,156	67,090
6803 City Garage Charges	22,171	23,664	27,161	31,751	33,077
6901 Printing and Binding	1,175	2,100	2,100	3,000	3,000
6902 Advertising	5,103	2,700	2,700	3,000	3,000
6906 Office Equip & Furn Rent	3,691	-	1,791	-	-
6909 Subscriptions & Memberships	2,388	2,100	2,100	2,000	2,100
6912 Reimbursed Expenditures	117,359	-	361,300	-	-
TOTAL SERVICES	661,950	666,082	968,567	411,847	329,207
SUPPLIES					
7001 Books & Supplies	2,241	3,100	2,000	2,000	2,200
7002 Office Supplies	236	2,100	2,100	2,000	2,200
7003 Awards/ Reconignition Program	-	1,600	-	3,000	3,000
7004 Uniform/Safety Clothing	870	1,700	1,200	1,400	1,600
7101 Office Equipment & Furniture	-	-	-	1,000	1,000
7102 Small Tools & Equipment	27	-	-	500	500

**DEPARTMENT/DIVISION
ENGINEERING**

FUND							ORGKEY
GENERAL FUND							101400
OBJECT		2022-23 ACTUAL (AUDITED)	2023-24 ADJUSTED BUDGET	2023-24 12 MONTH ESTIMATED	2024-25 CITY COUNCIL ADOPTED	2025-26 CITY COUNCIL ADOPTED	
SUPPLIES (CONT.)							
7208	Repairs/ maintenance	37	-	63	-	-	
7209	Janitorial Supplies	-	-	30	-	-	
7211	Computer Components	3,698	2,500	2,500	3,600	3,600	
7810	Special Departmental Supplies	220	-	103	-	15,000	
7901	Non-Capital Expenditures	-	-	488,437	-	-	
	TOTAL SUPPLIES	7,330	11,000	496,432	13,500	29,100	
FIXED ASSETS							
8301	Construction In Progress	639,172	-	-	-	-	
8403	Street Construction	1,429,581	3,274,787	3,274,787	500,000	500,000	
8404	Storm Drain Construction	-	381,799	-	-	-	
8501	Other Betterments/Improv	-	1,598,220	136,487	-	-	
8706	All Other Equipment	39,792	-	-	-	-	
8801	Capital Lease	-	-	123,100	88,998	88,998	
	TOTAL FIXED ASSETS	2,108,545	5,254,806	3,534,374	588,998	588,998	
	DEPARTMENT TOTAL	3,166,220	6,353,707	5,424,403	1,727,707	1,685,231	

**DEPARTMENT/DIVISION
ENGINEERING GRANTS**

FUND						ORGKEY
GOVERNMENTAL GRANT FUND						200400
OBJECT	2022-23 ACTUAL (AUDITED)	2023-24 ADJUSTED BUDGET	2023-24 12 MONTH ESTIMATED	2024-25 CITY COUNCIL ADOPTED	2025-26 CITY COUNCIL ADOPTED	
SALARIES AND BENEFITS						
5001	Salaries: Full-Time	2,571	70,850	70,850	-	-
5401	Pension Contributions	763	-	-	-	-
5501	FICA/Medicare	197	-	-	-	-
5701	Health/Dental Insurance	316	-	-	-	-
5705	Life Insurance	2	-	-	-	-
	TOTAL SALARIES AND BENEFITS	3,849	70,850	70,850	-	-
SERVICES						
6106	Other Professional Services	39,596	70,236	49,509	-	-
6912	Reimbursed Expenditures	(1,416)	(102,724)	(343,534)	-	-
	TOTAL SERVICES	38,180	(32,488)	(294,025)	-	-
FIXED ASSETS						
8501	Other Betterments/Improv	1,170,718	4,913,121	2,920,000	-	-
	TOTAL FIXED ASSETS	1,170,718	4,913,121	2,920,000	-	-
DEPARTMENT TOTAL		1,212,748	4,951,483	2,696,825	-	-

DEPARTMENT/DIVISION
LOCAL TRANSPORTATION

FUND
 LOCAL TRANSPORTATION FUND

ORGKEY
 209400

OBJECT	2022-23 ACTUAL (AUDITED)	2023-24 ADJUSTED BUDGET	2023-24 12 MONTH ESTIMATED	2024-25 CITY COUNCIL ADOPTED	2025-26 CITY COUNCIL ADOPTED
SERVICES					
6912 Reimbursed Expenditures	4,460	107,571	107,571	-	-
TOTAL SERVICES	4,460	107,571	107,571	-	-
FUND TOTAL	4,460	107,571	107,571	-	-

DEPARTMENT/DIVISION
MEASURE I (2010)

FUND MEASURE I FUND (2010)						ORGKEY 210400
OBJECT	2022-23 ACTUAL (AUDITED)	2023-24 ADJUSTED BUDGET	2023-24 12 MONTH ESTIMATED	2024-25 CITY COUNCIL ADOPTED	2025-26 CITY COUNCIL ADOPTED	
SERVICES						
6804 General Govt Service Charge	15,740	16,527	16,527	8,197	8,484	
TOTAL SERVICES	15,740	16,527	16,527	8,197	8,484	
FUND TOTAL	15,740	16,527	16,527	8,197	8,484	

DEPARTMENT/DIVISION
PAVEMENT ACCELERATED REPAIR IMPLEMENTATION STRATEGY (PARIS)

FUND					ORGKEY
PARIS					211400
OBJECT	2022-23 ACTUAL (AUDITED)	2023-24 ADJUSTED BUDGET	2023-24 12 MONTH ESTIMATED	2024-25 CITY COUNCIL ADOPTED	2025-26 CITY COUNCIL ADOPTED
SALARIES AND BENEFITS					
5001 Salaries: Full-Time	247,633	251,671	263,184	436,619	454,674
5101 Overtime Salaries	2,925	3,000	2,000	3,500	3,750
5201 Stand By	91	-	-	-	-
5202 Holiday Pay	1,401	-	4,505	-	-
5203 Bonus	8,300	-	1,200	244	249
5204 Accrual Payout	3,852	-	1,488	-	-
5301 Banked Leave Buy Back	3,105	10,096	4,193	10,740	12,006
5401 Pension Contributions	64,417	92,219	71,009	134,522	133,999
5501 FICA/Medicare	19,580	22,046	20,795	32,977	34,589
5601 Deferred Compensation	4,440	3,858	11,040	10,277	10,148
5701 Health/Dental Insurance	23,564	43,325	32,961	71,540	72,739
5703 Disability Insurance	650	740	689	1,630	1,728
5704 Unemployment Insurance	193	1,172	1,028	1,779	1,779
5705 Life Insurance	156	170	142	258	258
5802 Eyecare Reimbursement	90	608	608	1,230	1,230
5803 Clothing Allowance	180	225	300	525	525
5804 Uniform Rental	19	94	94	-	-
5903 Other Taxable Benefits	311	7,479	225	353	353
TOTAL SALARIES AND BENEFITS	<u>380,905</u>	<u>436,703</u>	<u>415,461</u>	<u>706,194</u>	<u>728,027</u>
SERVICES					
6106 Other Professional Services	-	12,000	2,044	-	-
6804 General Govt Service Charge	25,654	26,937	26,937	131,439	136,039
TOTAL SERVICES	<u>25,654</u>	<u>38,937</u>	<u>28,981</u>	<u>131,439</u>	<u>136,039</u>
SUPPLIES					
7810 Special Departmental Supplies	7,167	10,167	10,167	6,500	6,500
TOTAL SUPPLIES	<u>7,167</u>	<u>10,167</u>	<u>10,167</u>	<u>6,500</u>	<u>6,500</u>
DIVISION TOTAL	413,725	485,807	454,609	844,133	870,566

DEPARTMENT/DIVISION
PAVEMENT ACCELERATED REPAIR IMPLEMENTATION STRATEGY (PARIS)

FUND						ORGKEY
PARIS						211910
OBJECT	2022-23 ACTUAL (AUDITED)	2023-24 ADJUSTED BUDGET	2023-24 12 MONTH ESTIMATED	2024-25 CITY COUNCIL ADOPTED	2025-26 CITY COUNCIL ADOPTED	
SERVICES						
6106 Other Professional Services	-	102,000	-	-	200,000	
6710 Special Contractual Services	-	102,000	52,000	40,000	40,000	
6901 Printing and Binding	797	2,200	-	2,000	2,000	
TOTAL SERVICES	797	206,200	52,000	42,000	242,000	
FIXED ASSETS						
8301 Construction In Progress	1,772,313	-	-	-	-	
8403 Street Construction	-	7,658,111	7,579,361	4,040,000	4,000,000	
8501 Other Betterments/Improv	500,000	1,000,000	1,000,000	500,000	500,000	
TOTAL FIXED ASSETS	2,272,313	8,658,111	8,579,361	4,540,000	4,500,000	
DIVISION TOTAL	2,273,110	8,864,311	8,631,361	4,582,000	4,742,000	
FUND TOTAL	2,686,835	9,350,118	9,085,970	5,426,133	5,612,566	

DEPARTMENT/DIVISION
TRANSPORTATION DEVELOPMENT ACT

FUND						ORGKEY
TRANSPORTATION DEVELOPMENT ACT FUND						241400
OBJECT	2022-23 ACTUAL (AUDITED)	2023-24 ADJUSTED BUDGET	2023-24 12 MONTH ESTIMATED	2024-25 CITY COUNCIL ADOPTED	2025-26 CITY COUNCIL ADOPTED	
SERVICES						
6106	Other Professional Services	4,986	200,061	250,061	-	-
6912	Reimbursed Expenditures	(120,403)	(94,708)	(287,008)	-	-
	TOTAL SERVICES	(115,417)	105,353	(36,947)	-	-
FIXED ASSETS						
8405	Other Infrastructure	782,396	-	1,232,000	-	-
8501	Other Betterments/Improv	-	96,741	96,741	-	-
	TOTAL FIXED ASSETS	782,396	96,741	1,328,741	-	-
	FUND TOTAL	666,979	202,094	1,291,794	-	-

DEPARTMENT/DIVISION
PARK & OPEN SPACE DEVELOPMENT

FUND						ORGKEY
PARK & OPEN SPACE DEVELOPMENT FUND						250400
OBJECT		2022-23 ACTUAL (AUDITED)	2023-24 ADJUSTED BUDGET	2023-24 12 MONTH ESTIMATED	2024-25 CITY COUNCIL ADOPTED	2025-26 CITY COUNCIL ADOPTED
SERVICES						
6004	Bank/Collection Agent Fees	3,658	3,463	3,463	3,500	3,500
6804	General Govt Service Charge	5,886	6,070	6,070	10,000	10,000
	TOTAL SERVICES	<u>9,544</u>	<u>9,533</u>	<u>9,533</u>	<u>13,500</u>	<u>13,500</u>
FIXED ASSETS						
8501	Other Betterments/Improv	-	-	-	1,120,000	-
	TOTAL FIXED ASSETS	<u>-</u>	<u>-</u>	<u>-</u>	<u>1,120,000</u>	<u>-</u>
DEBT SERVICE						
9001	Principal	64,839	66,882	66,882	68,988	71,162
9101	Interest	37,386	35,312	35,312	33,172	30,964
	TOTAL DEBT SERVICE	<u>102,225</u>	<u>102,193</u>	<u>102,193</u>	<u>102,160</u>	<u>102,126</u>
	FUND TOTAL	111,769	111,727	111,726	1,235,660	115,626

DEPARTMENT/DIVISION
PUBLIC FACILITY DEVELOPMENT

FUND						ORGKEY
PUBLIC FACILITY DEVELOPMENT FUND						251400
OBJECT		2022-23 ACTUAL (AUDITED)	2023-24 ADJUSTED BUDGET	2023-24 12 MONTH ESTIMATED	2024-25 CITY COUNCIL ADOPTED	2025-26 CITY COUNCIL ADOPTED
SERVICES						
6804	General Govt Service Charge	5,675	20,500	5,256	7,200	7,200
	TOTAL SERVICES	<u>5,675</u>	<u>20,500</u>	<u>5,256</u>	<u>7,200</u>	<u>7,200</u>
DEBT SERVICE						
9101	Interest	178,244	-	-	-	-
	TOTAL DEBT SERVICE	<u>178,244</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
FUND TOTAL		183,919	20,500	5,256	7,200	7,200

DEPARTMENT/DIVISION
ARTERIAL STREET CONSTRUCTION

FUND						ORGKEY
ARTERIAL STREET CONSTRUCTION FUND						252400
OBJECT		2022-23 ACTUAL (AUDITED)	2023-24 ADJUSTED BUDGET	2023-24 12 MONTH ESTIMATED	2024-25 CITY COUNCIL ADOPTED	2025-26 CITY COUNCIL ADOPTED
SERVICES						
6106	Other Professional Services	14,344	435,656	251,973	-	-
6804	General Govt Service Charge	6,097	5,894	5,894	4,400	4,400
	TOTAL SERVICES	<u>20,441</u>	<u>441,550</u>	<u>257,867</u>	<u>4,400</u>	<u>4,400</u>
FIXED ASSETS						
8301	Construction In Progress	128,028	-	-	-	-
8501	Other Betterments/Improv	-	1,565,875	-	4,300,000	2,350,000
	TOTAL FIXED ASSETS	<u>128,028</u>	<u>1,565,875</u>	<u>-</u>	<u>4,300,000</u>	<u>2,350,000</u>
		-				
	FUND TOTAL	<u>148,469</u>	<u>2,007,425</u>	<u>257,867</u>	<u>4,304,400</u>	<u>2,354,400</u>

DEPARTMENT/DIVISION
TRAFFIC SIGNALS

FUND						ORGKEY
TRAFFIC SIGNALS FUND						253400
OBJECT	2022-23 ACTUAL (AUDITED)	2023-24 ADJUSTED BUDGET	2023-24 12 MONTH ESTIMATED	2024-25 CITY COUNCIL ADOPTED	2025-26 CITY COUNCIL ADOPTED	
SERVICES						
6106	Other Professional Services	37,792	199,624	-	-	-
6804	General Govt Service Charge	376	280	280	260	260
6912	Reimbursed Expenditures	-	-	161,670	-	-
	TOTAL SERVICES	<u>38,167</u>	<u>199,904</u>	<u>161,950</u>	<u>260</u>	<u>260</u>
FIXED ASSETS						
8301	Construction in Progress	241,796	-	-	-	-
8501	Other Betterments/Improv	-	883,013	267,702	75,000	500,000
	TOTAL FIXED ASSETS	<u>241,796</u>	<u>883,013</u>	<u>267,702</u>	<u>75,000</u>	<u>500,000</u>
	FUND TOTAL	279,963	1,082,918	429,652	75,260	500,260

DEPARTMENT/DIVISION
FREEWAY INTERCHANGES

FUND
FREEWAY INTERCHANGES FUND

ORGKEY
254400

OBJECT	2022-23 ACTUAL (AUDITED)	2023-24 ADJUSTED BUDGET	2023-24 12 MONTH ESTIMATED	2024-25 CITY COUNCIL ADOPTED	2025-26 CITY COUNCIL ADOPTED
SERVICES					
6106 Other Professional Services	34,894	-	75,890	-	-
6804 General Govt Service Charge	3,640	2,800	2,800	2,200	2,200
TOTAL SERVICES	38,533	2,800	78,690	2,200	2,200
FIXED ASSETS					
8301 Construction In Progress	2,472,833	-	-	-	-
8403 Construction in Progress	-	-	1,580,063	-	-
TOTAL FIXED ASSETS	2,472,833	-	1,580,063	-	-
FUND TOTAL	2,511,366	2,800	1,658,753	2,200	2,200

DEPARTMENT/DIVISION
STORM DRAIN CONSTRUCTION

FUND							ORGKEY
STORM DRAIN CONSTRUCTION FUND							405400
OBJECT		2022-23 ACTUAL (AUDITED)	2023-24 ADJUSTED BUDGET	2023-24 12 MONTH ESTIMATED	2024-25 CITY COUNCIL ADOPTED	2025-26 CITY COUNCIL ADOPTED	
SERVICES							
6106	Other Professional Services	54,458	484,616	35,033	-	-	
6708	Special Program Expenditures	3,600	1,700	1,700	2,400	2,400	
6804	General Govt Service Charge	9,316	1,500	1,500	1,500	1,500	
	TOTAL SERVICES	<u>67,373</u>	<u>487,816</u>	<u>38,233</u>	<u>3,900</u>	<u>3,900</u>	
FIXED ASSETS							
8404	Storm Drain Construction	-	2,380,000	-	70,000	-	
	TOTAL FIXED ASSETS	<u>-</u>	<u>2,380,000</u>	<u>-</u>	<u>70,000</u>	<u>-</u>	
FUND TOTAL		67,373	2,867,816	38,233	73,900	3,900	

Municipal Utilities and Engineering Department Water Utility Division

Potable Water Utility Program Description:

The water utility produces and distributes water through approximately 23,500 water service lines to approximately 77,800 customers within its service area. Generally, the service area includes the City of Redlands, a small portion of the City of Loma Linda, and unincorporated areas of the county (Mentone and Crafton areas), as well as the San Bernardino County Donut Hole area. The City's average daily water consumption is 20 million gallons per day (mgd), which peaks at a maximum of 35 mgd in the summer. The average consumption per capita is approximately 170 gallons per day. The water utility operates and maintains approximately 384 miles of potable pipelines, within seven pressure zones and two sub-zones, and provides a maximum storage capacity of 54.5 million gallons. Water division employees operate approximately 3,500 fire hydrants, eighteen (18) reservoirs, two surface water treatment plants, four engineered blending sites, twenty-two (22) active potable groundwater production wells, and fourteen (14) booster station facilities. The City also has two interconnections established with Loma Linda and Western Heights which allow for supplemental water delivery, when needed.

The water budget includes all expenses required to operate and maintain the entire system, including production, treatment and distribution, laboratory operations, regulatory compliance, utility billing services, and water conservation.

Program Objectives:

- Provide a safe, reliable drinking water supply that meets or exceeds all water quality requirements;
- Deliver water in a fiscally responsible manner;
- Publish an annual Consumer Confidence Report to educate the public about drinking water quality and water sources;
- Promote water conservation awareness and practices;

Accomplishments in Fiscal Year 2022-23:

- Replaced approximately four (4) miles of aging water distribution mainlines;
- Received 2022 Climate Impact Award and \$56,979 of incentive rebates for participation in the energy demand response program;
- Rehabilitated four (4) potable wells & five booster pumps

DEPARTMENT/DIVISION
WATER-OPERATIONS

FUND						ORGKEY
WATER FUND						501900
OBJECT	2022-23 ACTUAL (AUDITED)	2023-24 ADJUSTED BUDGET	2023-24 12 MONTH ESTIMATED	2024-25 CITY COUNCIL ADOPTED	2025-26 CITY COUNCIL ADOPTED	
SALARIES AND BENEFITS						
5001	Salaries: Full-Time	3,676,282	4,613,435	4,324,769	5,754,777	6,037,939
5002	Salaries: Part-Time	2,669	89,987	2,287	2,891	2,891
5101	Overtime Salaries	177,251	235,000	217,358	235,000	235,000
5201	Stand By	107,442	50,000	122,560	115,000	120,000
5202	Holiday Pay	104,391	-	128,709	-	-
5203	Bonus	198,613	-	2,940	2,929	2,988
5204	Accrual Payout	97,222	-	111,804	-	-
5301	Banked Leave Buy Back	55,484	110,090	48,978	81,377	101,643
5401	Pension Contributions	1,158,020	1,401,189	1,241,046	1,421,612	1,427,480
5501	FICA/Medicare	329,870	322,622	350,756	351,303	371,978
5601	Deferred Compensation	75,628	7,063	39,880	28,968	28,982
5701	Health/Dental Insurance	607,768	1,362,020	806,682	1,020,127	1,037,406
5702	Workers' Comp Insurance	249,034	269,254	269,254	214,991	222,471
5703	Disability Insurance	30,532	39,748	34,633	42,505	44,999
5704	Unemployment Insurance	5,231	28,058	39,506	24,890	24,890
5705	Life Insurance	3,422	3,749	3,479	3,604	3,604
5801	Vehicle Allowance	420	605	1,225	-	-
5802	Eyecare Reimbursement	3,610	13,388	13,388	17,160	17,160
5803	Clothing Allowance	12,490	16,620	16,620	15,990	15,990
5804	Uniform Rental	5,321	6,925	6,925	-	-
5901	Compensated Absences Expense	17,110	-	-	-	-
5903	Other Taxable Benefits	2,466	134,296	2,143	2,003	2,003
	TOTAL SALARIES AND BENEFITS	6,920,275	8,704,049	7,784,942	9,335,127	9,697,424
SERVICES						
6005	License & Permits	127,035	210,250	210,250	188,000	188,000
6006	Taxes	5,698	11,000	11,000	7,500	7,500
6007	Penalties and Interest	363	-	4,192	200	200
6008	State Mandated Fees	10,310	8,500	8,500	6,000	6,000
6105	Medical/Physicals	3,023	5,500	1,500	2,500	2,500
6106	Other Professional Services	178,615	539,781	664,781	393,000	483,000
6301	Water Wastewater Refuse	10,442	8,500	8,500	19,504	21,842
6302	City Water	490,893	725,000	765,775	500,000	500,000
6304	Telephone	49,947	60,500	60,500	68,500	68,500
6306	Water Recharge	196,006	550,000	550,000	250,000	250,000
6307	Electricity & Gas	668,597	468,140	468,140	675,000	700,000
6308	Elec Service-Facility Ops	2,402,919	2,260,125	2,260,125	2,373,131	2,491,788
6310	Gas Service - Facility Ops	1,110	1,000	1,000	1,050	1,103
6313	Service for Facility Ops	6,928	77,297	77,297	81,162	85,220
6401	Meeting & Prof Development	1,246	14,000	14,000	5,500	5,500
6402	Travel Expense/Reimbursement	6,479	7,000	7,000	7,000	7,000
6403	Training	49,300	66,000	66,000	45,750	45,750

DEPARTMENT/DIVISION
WATER-OPERATIONS

FUND
WATER FUND

ORGKEY
501900

OBJECT	2022-23	2023-24	2023-24	2024-25	2025-26
	ACTUAL (AUDITED)	ADJUSTED BUDGET	12 MONTH ESTIMATED	CITY COUNCIL ADOPTED	CITY COUNCIL ADOPTED
SERVICES (CONT.)					
6505 Retiree Health Insurance	866,266	937,125	937,125	88,517	92,943
6601 Postage	19,784	16,000	16,000	17,000	17,000
6703 Software Support/Development	155,071	148,958	148,958	255,000	205,000
6706 Energy for Treatment	68,762	70,000	70,000	73,500	77,175
6707 Stock Assessment	1,158,060	1,100,000	1,100,000	1,241,000	1,365,000
6708 Special Program Expenditures	21,451	39,042	39,042	26,900	26,900
6709 Conservation Rebate	77,658	30,000	30,000	80,000	80,000
6710 Special Contractual Services	402,302	1,664,482	1,664,482	1,716,000	1,716,000
6712 Landfill Tipping Charges	-	1,700	1,700	1,785	1,874
6801 City Attorney Legal Service	40,729	42,932	42,932	41,533	41,930
6802 Info Tech Service Charges	758,480	885,955	815,955	787,398	729,374
6803 City Garage Charges	852,110	909,505	1,059,280	1,410,916	1,469,864
6804 General Govt Service Charge	1,417,327	1,488,190	1,488,190	695,090	719,418
6805 Billing Services	875,000	950,000	950,000	650,000	650,000
6901 Printing and Binding	4,866	13,042	13,042	5,000	5,000
6902 Advertising	2,617	13,000	13,000	5,000	5,000
6903 Janitorial Services	5,171	53,505	5,171	56,180	58,989
6904 Land and Building Rent	3,413	5,000	5,000	5,250	5,513
6905 Clothing and Linen Rent	34,826	42,500	42,500	42,500	42,500
6906 Office Equip & Furn Rent	5,501	5,500	5,500	5,775	5,775
6908 Other Rentals	16,163	80,500	80,500	80,500	80,500
6909 Subscriptions & Memberships	7,060	18,050	18,050	14,325	14,325
6910 Labor	807	-	804	-	-
6911 Bad Debt Expense	156,404	-	-	-	-
6912 Reimbursed Expenditures	-	-	298,693	-	-
6914 Depreciation Expense	4,419,387	-	-	-	-
6916 Lease Amortization	28,646	-	-	-	-
6917 SBITA Amortization	55,975	-	-	-	-
TOTAL SERVICES	15,662,746	13,527,579	14,024,484	11,922,967	12,273,983
SUPPLIES					
7001 Books & Supplies	666	1,200	260	1,500	1,500
7002 Office Supplies	10,469	26,250	8,610	12,750	12,750
7003 Awards/Recognition Prgm	-	6,100	1,500	10,000	10,000
7004 Uniform/Safety Clothing	22,259	35,000	13,145	35,000	35,000
7101 Office Equipment & Furniture	16,119	15,000	15,000	20,000	20,000
7102 Small Tools & Equipment	61,234	71,500	25,000	58,000	58,000
7204 Building/Grounds Maintenance	65,286	205,000	205,000	110,000	110,000
7205 Machinery & Equip. Maint.	54,808	90,700	90,700	112,150	112,150
7206 Vehicle Maintenance	1,505	450,000	450,000	-	-
7207 Street Repairs	-	-	-	200,000	200,000
7208 Repair/Maintenance Supplies	959,309	2,127,299	2,127,299	2,181,000	2,181,000
7209 Janitorial Supplies	4,941	10,000	3,935	6,500	6,500
7211 Computer Components	8,543	9,700	4,892	10,000	10,000
7213 Motor Vehicle Supplies	7,619	65,000	65,000	105,000	105,000
7802 Purchased Water	-	-	-	280,733	294,770
7803 Chemical & Lab Supplies	370,705	475,500	475,500	619,000	651,500
7804 Medical Supplies	-	500	500	525	-
7807 Food	2,587	5,500	5,500	4,750	4,000
7808 Water Meters & Fittings	214,584	761,192	761,192	480,000	500,000
7810 Special Departmental Supplies	41,835	327,167	327,167	57,000	57,000
7901 Non-Capital Expenditures	-	10,635	10,635	1,418	-
TOTAL SUPPLIES	1,842,471	4,693,244	4,590,835	4,305,325	4,369,170

DEPARTMENT/DIVISION
WATER-OPERATIONS

FUND						ORGKEY
WATER FUND						501900
OBJECT	2022-23 ACTUAL (AUDITED)	2023-24 ADJUSTED BUDGET	2023-24 12 MONTH ESTIMATED	2024-25 CITY COUNCIL ADOPTED	2025-26 CITY COUNCIL ADOPTED	
FIXED ASSETS						
8001	Land Acquisitions	1,401,681	-	-	-	-
8101	Purchase Water Shares	2,635	-	-	-	-
8501	Other Betterments/Improv	-	250,000	250,000	650,000	500,000
8701	Office Furniture	-	-	-	95,000	-
8703	Computer Equipment	11,600	-	-	-	-
8704	Motor Vehicles	55,605	400,939	400,939	370,000	388,500
8705	Laboratory Equipment	6,477	31,365	31,365	100,000	65,000
8706	All Other Equipment	174,841	350,000	350,000	400,000	-
8801	Capital Lease	13,404	743,284	464,724	217,651	217,651
8999	Capital Expenditure Offset	(2,278,913)	-	-	-	-
	TOTAL FIXED ASSETS	(612,671)	1,775,588	1,497,028	1,832,651	1,171,151
DEBT SERVICE						
9102	Interest-Lease	970	-	-	-	-
9103	Interest	1,465	-	-	-	-
	TOTAL DEBT SERVICE	2,435	-	-	-	-
	DIVISION TOTAL	23,815,256	28,700,459	27,897,289	27,396,070	27,511,727

DEPARTMENT/DIVISION
WATER-PROJECTS AND GRANTS

FUND						ORGKEY
WATER PROJECTS FUND						501910
OBJECT	2022-23 ACTUAL (AUDITED)	2023-24 ADJUSTED BUDGET	2023-24 12 MONTH ESTIMATED	2024-25 CITY COUNCIL ADOPTED	2025-26 CITY COUNCIL ADOPTED	
SALARIES AND BENEFITS						
5001	Salaries: Full-Time	5,125	4,495	-	-	-
5401	Pension Contributions	(1,043,445)	1,306	-	-	-
5501	FICA/Medicare	388	338	-	-	-
5701	Health/Dental Insurance	686	713	-	-	-
5703	Disability Insurance	46	48	-	-	-
5704	Unemployment Insurance	26	129	-	-	-
5705	Life Insurance	4	3	-	-	-
5804	Uniform Rental	9	3	-	-	-
	TOTAL SALARIES AND BENEFITS	(1,037,161)	7,035	-	-	-
SERVICES						
6106	Other Professional Services	167,778	5,207,805	1,652,771	-	-
6710	Special Contractual Services	-	322,556	-	-	-
6715	LIHWAP	78,647	-	-	-	-
6904	Land and Building Rent	10,500	25,500	-	-	-
	TOTAL SERVICES	256,925	5,555,861	1,652,771	-	-
SUPPLIES						
7808	Water Meters & Fittings	1,820,100	7,254,697	7,254,697	-	-
7901	Non-Capital Expenditures	1,046,227	-	-	-	-
	TOTAL SUPPLIES	2,866,327	7,254,697	7,254,697	-	-
FIXED ASSETS						
8301	Construction In Progress	3,275,168	-	-	-	-
8402	Water Infrastructure	626,076	26,028,534	3,824,704	9,000,000	4,500,000
8501	Other Betterments/Improv	-	450,000	833,655	5,975,000	9,540,000
8706	All Other Equipment	-	4,727,968	4,727,968	-	-
8999	Capital Expenditure Offset	(3,275,168)	-	-	-	-
	TOTAL FIXED ASSETS	626,076	31,206,502	9,386,326	14,975,000	14,040,000
	DIVISION TOTAL	2,712,168	44,024,095	18,293,795	14,975,000	14,040,000

DEPARTMENT/DIVISION
WATER DEBT SERVICE

FUND						ORGKEY
WATER DEBT SERVICE FUND						501930
OBJECT	2022-23 ACTUAL (AUDITED)	2023-24 ADJUSTED BUDGET	2023-24 12 MONTH ESTIMATED	2024-25 CITY COUNCIL ADOPTED	2025-26 CITY COUNCIL ADOPTED	
SERVICES						
6001	Fiscal Agent Fees	180	90	90	90	90
	TOTAL SERVICES	180	90	90	90	90
DEBT SERVICE						
9001	Principal	-	855,733	855,733	876,692	898,165
9101	Interest	201,560	181,102	181,102	160,143	138,669
	TOTAL DEBT SERVICE	201,560	1,036,835	1,036,835	1,036,835	1,036,835
	DIVISION TOTAL	201,740	1,036,925	1,036,925	1,036,925	1,036,925
	FUND TOTAL	26,729,164	73,761,479	47,228,009	43,407,995	42,588,651

DEPARTMENT/DIVISION
SOURCE ACQUISITION

FUND
SOURCE ACQUISITION FUND

ORGKEY
508900

OBJECT	2022-23 ACTUAL (AUDITED)	2023-24 ADJUSTED BUDGET	2023-24 12 MONTH ESTIMATED	2024-25 CITY COUNCIL ADOPTED	2025-26 CITY COUNCIL ADOPTED
SERVICES					
6804 General Govt Service Charge	-	9,351	9,351	1,600	1,600
TOTAL SERVICES	-	9,351	9,351	1,600	1,600
FIXED ASSETS					
8101 Purchase Water Shares	-	50,000	-	-	-
TOTAL FIXED ASSETS	-	50,000	-	-	-
FUND TOTAL	-	59,351	9,351	1,600	1,600

DEPARTMENT/DIVISION
WATER CAPITAL IMPROVEMENT

FUND						ORGKEY
WATER CAPITAL IMPROVEMENT FUND						509920
OBJECT	2022-23 ACTUAL (AUDITED)	2023-24 ADJUSTED BUDGET	2023-24 12 MONTH ESTIMATED	2024-25 CITY COUNCIL ADOPTED	2025-26 CITY COUNCIL ADOPTED	
SERVICES						
6804	General Govt Service Charge	-	24,000	24,000	13,000	13,000
	TOTAL SERVICES	-	24,000	24,000	13,000	13,000
FUND TOTAL		-	24,000	24,000	13,000	13,000

Municipal Utilities and Engineering Department Wastewater Division

Program Description:

The wastewater utility collects municipal wastewater from approximately 18,000 customers within the service area. Generally, the service area includes the City of Redlands, unincorporated areas of the county (Mentone and Crafton areas), and the San Bernardino County Donut Hole area. The wastewater utility includes the operation and maintenance of approximately 250 miles of sewer mainline, one sewer lift station, and a wastewater treatment plant capable of treating approximately 9.5 million gallons per day (mgd) of influent raw water. The wastewater treatment plant, originally constructed in 1962, includes a water quality laboratory where routine regulatory compliance tests are performed. In 2004, the plant became the largest membrane bioreactor facility in the West Coast of the United States, producing an average of 4.0 million gallons per day (mgd) of high-quality tertiary effluent (reclaimed water). Today, the plant continues to process secondary wastewater, directing it to percolation ponds to recharge Bunker Hill Basin B, and treats tertiary wastewater for recycling purposes, particularly for irrigation and cooling tower water for a local generation plant.

The wastewater budget includes all expenses required to operate and maintain the entire system, including system maintenance, wastewater treatment and disposal, recycled water system operation and maintenance, laboratory operations, and wastewater regulatory compliance.

Program Objectives:

- Provide reliable wastewater collection and treatment services in a fiscally responsible manner;
- Proactively inspect collection system facilities to identify and plan wastewater system facility rehabilitation and replacement capital projects;
- Clean and maintain the entire wastewater collection system mainlines every three (3) years;
- Maintain a 24/7 Emergency Response Team to reduce the potential for Sanitary Sewer System Overflows;
- Educate residents and businesses about problems associated with fats, oils, and grease (FOG) discharges into the wastewater collection and treatment system and implement a FOG reduction program;
- Establish a regulatory compliance program and pretreatment program for significant industrial dischargers;
- Meet or exceed wastewater treatment and discharge requirements, and recycled water service regulatory requirements.

Municipal Utilities and Engineering Department Accomplishments in Fiscal Year 2022-23

Wastewater Treatment Plant:

- Replaced five (5) process pumps throughout WWTP;
- WWTP Enhancement Project:
 - Gas Conditioning
 - Fine Screens
 - Centrate Discharge
 - Bio-gas Stability Production
 - Enhancing Chlorine Contact Time in Tank Cleanup
 - Restoring and Optimizing Equalization Ponds for Efficient Treatment
 - Cleaning of Digesters from Enhanced Efficiency
- Completed design for WWTP Phase 2 Upgrade Project;
- LF/WWTP shared waste gas flare improvement project;
- Replacement of Ferric Chloride holding tank

Wastewater Collections:

- Root Control Program - 5.37 miles of sewer pipe were treated for root prevention;
- Roach Control Program - 2,315 sewer manholes were treated with Latex-Insecticidal Coating;
- Reduction of SSO's from previous years;
- Public Outreach/Education;
- Seventy (70) sewer main spot repairs were made to the Collection System as a result of sewer inspections;
- Adjusted sewer manhole frames and covers;
- Addition of three (3) Wastewater Collection System Worker;
- Cleaned over 220 miles of sewer pipe;
- Inspected over sixty (60) miles of sewer pipe

Joint Utilities Laboratory

- Completed amendment to the laboratory's accreditation in accordance with the Method Update Rules 2021;
- Successfully passed all annual proficiency testing for water pollutants and water quality (Wastewater and Drinking Water);
- Successfully completed the transition into TNI (The NELAC Institute) standards implementation mandated by the state.
- Acquired two laboratory equipment to add additional analytes to the laboratory's accreditation, reducing dependency on third-party laboratories.
- Successfully completed the preliminary design for the Laboratory Expansion Project.

DEPARTMENT/DIVISION
WASTEWATER SERVICE

FUND						ORGKEY
WASTEWATER SERVICE FUND						521900
OBJECT	2022-23 ACTUAL (AUDITED)	2023-24 ADJUSTED BUDGET	2023-24 12 MONTH ESTIMATED	2024-25 CITY COUNCIL ADOPTED	2025-26 CITY COUNCIL ADOPTED	
SALARIES AND BENEFITS						
5001 Salaries: Full-Time	2,328,145	3,155,903	2,903,295	3,000,693	3,244,989	
5002 Salaries: Part-Time	2,328	34,337	2,287	2,891	2,891	
5101 Overtime Salaries	126,021	140,000	140,000	150,000	157,500	
5201 Stand By	79,407	56,000	80,000	100,000	105,000	
5202 Holiday Pay	73,937	-	69,061	-	-	
5203 Bonus	108,521	-	2,950	976	996	
5204 Accrual Payout	19,086	-	7,145	-	-	
5301 Banked Leave Buy Back	38,782	44,949	52,897	41,291	47,101	
5401 Pension Contributions	680,158	779,403	850,820	759,295	790,576	
5501 FICA/Medicare	206,781	176,514	240,502	188,477	206,319	
5601 Deferred Compensation	13,786	8,271	37,980	12,221	12,554	
5701 Health/Dental Insurance	336,495	624,639	523,496	480,409	515,077	
5702 Workers' Comp Insurance	77,243	83,515	83,515	99,460	102,920	
5703 Disability Insurance	17,352	18,736	21,795	22,443	24,729	
5704 Unemployment Insurance	2,634	13,714	20,973	12,738	13,172	
5705 Life Insurance	1,939	1,855	2,151	1,840	1,903	
5801 Vehicle Allowance	120	420	350	-	-	
5802 Eyecare Reimbursement	2,164	6,626	6,626	8,760	9,060	
5803 Clothing Allowance	5,565	7,380	9,115	7,965	8,265	
5804 Uniform Rental	2,972	3,075	3,356	-	-	
5901 Compensated Absences Expense	10,317	-	-	-	-	
5903 Other Taxable Benefits	3,357	82,446	4,684	2,873	2,873	
5904 Tuition Reimbursement	-	-	2,591	-	-	
TOTAL SALARIES AND BENEFITS	4,137,110	5,237,783	5,065,589	4,892,332	5,245,925	
SERVICES						
6005 License & Permits	122,839	208,000	160,000	178,000	178,000	
6006 Taxes	-	6,000	-	-	-	
6007 Penalties and Interest	105	-	1,051	-	-	
6105 Medical/Physicals	1,216	1,650	700	1,650	1,650	
6106 Other Professional Services	158,143	319,561	230,000	320,000	345,000	
6301 Water Wastewater Refuse	30,594	12,000	76,000	30,000	30,000	
6304 Telephone	19,146	12,000	22,000	18,000	18,000	
6308 Elec Service-Facility Ops	1,245,087	850,000	1,300,000	1,250,000	1,250,000	
6401 Meeting & Prof Development	5,188	7,200	6,500	9,000	9,000	
6402 Travel Expense/Reimbursement	6,861	8,100	1,600	8,100	8,100	
6403 Training	15,666	42,200	42,200	40,000	40,000	
6501 Settlements/Judgments	-	100,000	-	100,000	-	
6505 Retiree Health Insurance	371,576	400,000	400,000	420,000	441,000	
6601 Postage	154	6,000	6,000	500	500	
6703 Software Support/Development	40,435	114,804	50,000	100,000	100,000	
6708 Special Program Expenditures	1,248	9,000	9,000	5,500	5,500	
6710 Special Contractual Services	1,099,227	2,634,621	2,584,621	2,090,500	2,090,500	
6801 City Attorney Legal Service	12,219	13,553	12,880	12,460	12,579	
6802 Info Tech Service Charges	319,984	344,231	344,231	167,543	147,597	
6803 City Garage Charges	265,861	283,769	360,336	494,118	514,762	
6804 General Govt Service Charge	620,863	651,906	651,906	666,786	690,124	
6805 Billing Services	262,500	450,000	450,000	250,000	250,000	

**DEPARTMENT/DIVISION
WASTEWATER SERVICE**

FUND
WASTEWATER SERVICE FUND

ORGKEY
521900

OBJECT	2022-23 ACTUAL (AUDITED)	2023-24 ADJUSTED BUDGET	2023-24 12 MONTH ESTIMATED	2024-25 CITY COUNCIL ADOPTED	2025-26 CITY COUNCIL ADOPTED
SERVICES (CONT.)					
6901 Printing and Binding	2,430	5,000	5,000	3,500	3,500
6902 Advertising	1,818	5,000	5,000	2,000	2,000
6903 Janitorial Services	12,588	75,642	25,642	53,700	53,700
6905 Clothing and Linen Rent	23,362	38,000	38,000	38,000	38,000
6906 Office Equip & Furn Rent	2,682	3,300	3,300	3,300	3,300
6908 Other Rentals	36,923	62,700	62,700	61,500	61,500
6909 Subscriptions & Memberships	4,407	20,350	10,000	19,000	19,000
6911 Bad Debt Expense	71,818	-	-	-	-
6912 Reimbursed Expenditure	13	-	-	-	-
6914 Depreciation Expense	2,397,550	-	-	-	-
6916 Lease Amortization	15,575	-	-	-	-
TOTAL SERVICES	7,168,075	6,684,588	6,858,667	6,343,157	6,313,312
SUPPLIES					
7001 Books & Supplies	1,646	1,350	650	1,500	1,500
7002 Office Supplies	12,603	17,500	17,000	17,500	17,500
7003 Awards/Recognition Prgm	-	2,600	200	6,000	6,000
7004 Uniform/Safety Clothing	7,530	45,000	6,500	30,000	30,000
7101 Office Equipment & Furniture	593	2,000	2,211	2,000	2,000
7102 Small Tools & Equipment	45,020	51,554	51,500	41,500	41,500
7204 Building/Grounds Maintenance	34,369	84,195	126,000	96,000	96,000
7205 Machinery & Equip. Maint.	55,287	308,500	195,500	372,900	377,900
7206 Vehicle Maintenance	1,353	-	5,000	5,000	9,000
7208 Repair/Maintenance Supplies	729,867	1,105,693	1,105,693	1,000,000	977,000
7209 Janitorial Supplies	6,158	8,000	1,000	7,000	7,000
7211 Computer Components	9,086	15,700	15,700	12,250	12,250
7213 Motor Vehicle Supplies	2,295	10,000	1,000	10,000	10,000
7803 Chemical & Lab Supplies	888,601	1,234,400	1,234,400	1,251,500	1,252,500
7804 Medical Supplies	-	500	500	500	500
7807 Food	1,541	3,800	3,800	4,500	4,500
7810 Special Departmental Supplies	51,597	83,167	83,000	85,500	85,500
7901 Non-Capital Expenditures	24,590	-	-	-	-
TOTAL SUPPLIES	1,872,137	2,973,959	2,849,654	2,943,650	2,930,650
FIXED ASSETS					
8501 Other Betterments/Improv	29,900	-	-	30,000	100,000
8703 Computer Equipment	-	8,000	8,000	-	-
8704 Motor Vehicles	14,383	265,456	265,455	25,000	25,000
8705 Laboratory Equipment	186,283	73,774	73,774	60,000	65,000
8706 All Other Equipment	47,435	40,000	40,000	240,000	240,000
8801 Capital Lease	15,188	577,709	577,709	243,137	227,776
8999 Capital Expense Offset	(273,043)	-	-	-	-
TOTAL FIXED ASSETS	20,146	964,939	964,938	598,137	657,776
DEBT SERVICE					
9102 Interest-Lease	499	-	-	-	-
TOTAL DEBT SERVICE	499	-	-	-	-
DIVISION TOTAL	13,197,967	15,861,269	15,738,849	14,777,277	15,147,663

DEPARTMENT/DIVISION
WASTEWATER-PROJECTS AND GRANTS

FUND						ORGKEY
WASTEWATER PROJECTS FUND						521910
OBJECT	2022-23 ACTUAL (AUDITED)	2023-24 ADJUSTED BUDGET	2023-24 12 MONTH ESTIMATED	2024-25 CITY COUNCIL ADOPTED	2025-26 CITY COUNCIL ADOPTED	
SERVICES						
6106	Other Professional Services	193,189	1,531,443	173,881	-	-
6710	Special Contractual Services	-	70,000	70,000	-	-
6714	SWRCB Arrearage Bill Credit	136,970	-	-	-	-
6912	Admin Reimbursed	(13)	-	-	-	-
	TOTAL SERVICES	330,145	1,601,443	243,881	-	-
SUPPLIES						
7901	Non-Capital Expenditures	-	65,926	-	150,000	-
	TOTAL SUPPLIES	-	65,926	-	150,000	-
FIXED ASSETS						
8301	Construction in Progress	1,896,484	-	-	-	-
8401	Wastewater Infrastructure	-	7,452,195	3,328,717	2,200,000	1,500,000
8501	Other Betterments/Improv	845,086	70,000	70,000	800,000	47,535,000
8706	All Other Equipment	-	-	-	300,000	-
8999	Capital Expenditure Offset	(2,741,570)	-	-	-	-
	TOTAL FIXED ASSETS	-	7,522,195	3,398,717	3,300,000	49,035,000
	DIVISION TOTAL	330,145	9,189,564	3,642,598	3,450,000	49,035,000

DEPARTMENT/DIVISION
WASTEWATER DEBT SERVICE

FUND						ORGKEY
WASTEWATER DEBT SERVICE FUND						521930
OBJECT		2022-23 ACTUAL (AUDITED)	2023-24 ADJUSTED BUDGET	2023-24 12 MONTH ESTIMATED	2024-25 CITY COUNCIL ADOPTED	2025-26 CITY COUNCIL ADOPTED
SERVICES						
6004	Bank/Collection Agent Fees	26,064	17,590	17,590	8,903	-
	TOTAL SERVICES	26,064	17,590	17,590	8,903	-
DEBT SERVICE						
9001	Principal	-	347,449	347,449	356,135	-
	TOTAL DEBT SERVICE	-	347,449	347,449	356,135	-
	DIVISION TOTAL	26,064	365,039	365,039	365,039	-
	FUND TOTAL	13,554,177	25,415,872	19,746,486	18,592,315	64,182,663

DEPARTMENT/DIVISION
WASTEWATER CAPITAL IMPROVEMENT

FUND						ORGKEY
WASTEWATER CAPITAL IMPROVEMENT FUND						529920
OBJECT		2022-23 ACTUAL (AUDITED)	2023-24 ADJUSTED BUDGET	2023-24 12 MONTH ESTIMATED	2024-25 CITY COUNCIL ADOPTED	2025-26 CITY COUNCIL ADOPTED
SERVICES						
6804	General Govt Service Charge	-	24,000	24,000	16,000	16,000
	TOTAL SERVICES	-	24,000	24,000	16,000	16,000
FIXED ASSETS						
8301	Construction In Progress	132,704	-	-	-	-
8999	Capital Expenditure Offset	(132,704)	-	-	-	-
	TOTAL FIXED ASSETS	-	-	-	-	-
FUND TOTAL		-	24,000	24,000	16,000	16,000

Municipal Utilities and Engineering Department Non-Potable Water Division

Program Description:

The non-potable water utility produces and distributes water to an increasing number of customers to preserve precious water resources. The City encourages the use of non-potable water and requires that new developments install non-potable water facilities where non-potable water is or will become available. The City operates seven non-potable water systems, one of which is supplemented with a blend of recycled water, including twelve (12) non-potable groundwater production wells. MUED currently serves approximately 130 non-potable customers and operates and maintains fifteen (15) non-potable fire hydrants, and approximately 38 miles of non-potable pipelines.

Program Objectives:

- Provide non-potable water that meets or exceeds customer needs and all water quality requirements;
- Deliver non-potable water in a fiscally responsible manner;
- Expand non-potable system infrastructure as necessary to meet increasing demands;
- Increase public water conservation awareness.

Accomplishments in Fiscal Year 2022-23:

- Rehabilitated three (3) Non-Potable Groundwater wells

DEPARTMENT/DIVISION
NONPOTABLE WATER

FUND
NONPOTABLE WATER FUND

ORGKEY
531900

OBJECT	2022-23 ACTUAL (AUDITED)	2023-24 ADJUSTED BUDGET	2023-24 12 MONTH ESTIMATED	2024-25 CITY COUNCIL ADOPTED	2025-26 CITY COUNCIL ADOPTED
SALARIES AND BENEFITS					
5001 Salaries: Full-Time	50,627	66,203	56,269	59,190	61,590
5101 Overtime Salaries	679	4,500	1,650	4,725	4,961
5201 Stand By	486	1,000	1,004	1,050	1,103
5202 Holiday Pay	907	-	260	-	-
5203 Bonus	1,495	-	400	244	249
5204 Accrual Payout	3,444	-	555	-	-
5301 Banked Leave Buy Back	1,205	2,728	1,087	2,558	2,898
5401 Pension Contributions	48,822	19,460	12,242	16,844	16,729
5501 FICA/Medicare	4,247	4,471	3,944	3,945	4,161
5601 Deferred Compensation	3,484	569	2,235	1,505	1,511
5701 Health/Dental Insurance	5,742	10,570	6,856	9,273	9,439
5702 Workers Compensation	295	324	324	-	-
5703 Disability Insurance	38	217	559	236	247
5704 Unemployment Insurance	29	32	27	174	174
5705 Life Insurance	-	-	-	25	25
5802 Eyecare Reimbursement	-	113	113	120	120
5803 Clothing Allowance	60	90	98	75	75
5804 Uniform Rental	43	38	38	-	-
5901 Compensated Absences Expense	212	-	-	-	-
5903 Other Taxable Benefits	33	2,593	17	30	30
TOTAL SALARIES AND BENEFITS	121,848	112,908	87,678	99,994	103,312
SERVICES					
6106 Other Professional Services	1,115	23,572	23,572	-	-
6308 Elec Service-Facility Ops	34,359	20,200	20,000	21,210	22,271
6401 Meeting & Prof Development	-	1,000	-	-	-
6402 Travel Expense	15	-	-	-	-
6403 Training	3	-	-	-	-
6710 Special Contractual Services	-	415,000	415,000	250,000	250,000
6803 City Garage Charges	192	205	4,074	4,961	5,168
6804 General Govt Service Charge	8,129	8,535	8,535	8,962	9,276
6908 Other Rentals	-	6,000	-	-	-
6914 Depreciation Expense	7,329	-	-	-	-
TOTAL SERVICES	51,141	474,512	471,181	285,133	286,715
SUPPLIES					
7208 Repair/Maintenance Supplies	-	50,000	50,000	50,000	50,000
7802 Purchased Water	-	25,000	-	-	-
TOTAL SUPPLIES	-	75,000	50,000	50,000	50,000
FIXED ASSETS					
8706 All Other Equipment	17,936	-	-	-	-
8999 Capital Expenditure Offset	(17,936)	-	-	-	-
TOTAL FIXED ASSETS	-	-	-	-	-
DIVISION TOTAL	172,989	662,420	608,859	435,127	440,026

DEPARTMENT/DIVISION
NONPOTABLE WATER-PROJECTS AND GRANTS

FUND						ORGKEY
NONPOTABLE WATER PROJECTS FUND						531910
OBJECT	2022-23 ACTUAL (AUDITED)	2023-24 ADJUSTED BUDGET	2023-24 12 MONTH ESTIMATED	2024-25 CITY COUNCIL ADOPTED	2025-26 CITY COUNCIL ADOPTED	
SERVICES						
6106	Other Professional Services	337,935	1,060,533	130,000	-	-
6912	Reimbursed Expenditures	-	-	(298,693)	-	-
	TOTAL SERVICES	337,935	1,060,533	(168,693)	-	-
SUPPLIES						
7901	Non-Capital Expenditures	52,200	268,234	-	-	-
	TOTAL SUPPLIES	52,200	268,234	-	-	-
FIXED ASSETS						
8402	Water Infrastructure	-	447,639	-	-	-
8405	Other Infrastructure	-	-	597,386	-	-
	TOTAL FIXED ASSETS	-	447,639	597,386	-	-
	DIVISION TOTAL	390,135	1,776,406	428,693	-	-
	FUND TOTAL	563,124	2,438,827	1,037,552	435,127	440,026

DEPARTMENT/DIVISION
NONPOTABLE CAPITAL IMPROVEMENT

FUND
NONPOTABLE CAPITAL IMPROVEMENT FUND

ORGKEY
532920

OBJECT	2022-23 ACTUAL (AUDITED)	2023-24 ADJUSTED BUDGET	2023-24 12 MONTH ESTIMATED	2024-25 CITY COUNCIL ADOPTED	2025-26 CITY COUNCIL ADOPTED
SERVICES					
6804 General Govt Service Charge	-	2,600	2,600	2,500	2,500
TOTAL SERVICES	-	2,600	2,600	2,500	2,500
FIXED ASSETS					
8301 Construction In Progress	343,992	-	-		
8402 Water Infrastructure	-	337,586	337,586	-	-
8999 Capital Expenditure Offset	(343,992)	-	-		
TOTAL FIXED ASSETS	-	337,586	337,586	-	-
 FUND TOTAL	 -	 340,186	 340,186	 2,500	 2,500

(This page intentionally left blank)

Glossary

Appropriations: A legal authorization granted by the city council to make expenditures and to incur obligations for specific purposes.

Assessed Valuation: A municipality's property tax base stated in dollars based on real estate and/or other taxable business property for the purposes of taxation, sometimes expressed as a percent of the full market value of the taxable property within a community.

Audit: A review of the agencies accounting records and procedures by an independent audit firm to verify the accuracy and completeness of the records for a specific fiscal year.

Balanced Budget: The amount of budgeted expenditures is equal to or less than the amount of budgeted revenues plus available fund balance.

Budget: A plan of financial operation comprised of estimated revenues and expenditures for a given period of one fiscal year (July 1 through June 30)

Capital Budget: A budget which focuses on capital projects which are part of the capital improvement plan.

Capital Expenditure: An acquisition or an improvement (as distinguished from a repair) that will have a life of at least 3 years and costs more than \$5,000.

Capital Improvement Plan: A plan for capital improvements to be implemented each year over several years to meet capital needs arising from the assessment of long-term needs.

Capital Outlay: A budget expense for equipment and vehicles that have a value of more than \$5,000.

Debt Service: The repayment of principal and/or interest on borrowed funds.

Debt Service Funds: Account for the accumulation of resources set aside to meet current and future debt service requirements (payments) on general long-term debt.

Department: A major organizational group within the City responsible for operations within a functional area such as Finance, Engineering, Police, and Fire.

Encumbrance: The commitment of appropriated funds to purchase goods that have not yet been received or services that have yet been rendered.

Enterprise Funds: Use to account for self-supporting operations such as the Municipal Utilities, Groves, and Airport.

Expenditures: Expenditures include current operating expenses that require the current or future use of net current assets.

Fiscal Year: A 12-month period to which the annual operating budget applies. The City of Redlands fiscal year is from July 1 to June 30.

Fund: An independent fiscal and accounting entity with a self-balancing set of accounts, recording revenues, liabilities, obligations, reserves, and equities segregated to carry out specific activities in accordance with special regulations, restrictions, or limitations.

Fund Balance: The difference between a fund's assets and liabilities. Used to measure the current and future financial position.

Gann Limit: As a governmental entity in the State of California, the City is subject to the Gann Spending Limit Initiative, which limits the annual appropriations of tax proceeds.

Generally Accepted Accounting Principles (GAAP): the conventions, rules, and procedures that serve as the norm for the fair presentation of financial statements.

Governmental Funds: These are used to account for tax-supported (governmental) activities. These include the General Fund, Special Revenue Funds, and Debt Service Funds.

Grant: A contribution from another government agency (ex. Federal or State) to be used for a specific purpose or activity.

Internal Service Funds: Account for the goods or services provided by one fund and/or department to another fund and/or department on a cost-reimbursement basis.

Modified Accrual Basis: Basis of accounting where revenues are recognized when they become both “measurable” and “available” to finance expenditures of the current period.

Revenue: Moneys that the City receives as income such as tax payments, fees from specific services, receipts from other governments, fines, forfeitures, grants, shared revenues and investment income.

Special Revenue Funds: Account for the revenue derived from specific taxes or other revenue sources that are restricted by law or administrative action to expenditures for specified purposes.

Surplus: annual excess of revenues over expenses, which increases the available balance of a particular fund.