

ADOPTED BUDGET

FY 2008-2009



CITY OF RANCHO CORDOVA CALIFORNIA

ADOPTED BUDGET

FISCAL YEAR 2008—2009



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CITY COUNCIL

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Dan Skoglund, Vice Mayor

Ken Cooley, Council Member

Robert J. McGarvey, Council Member

David M. Sander, Council Member

CITY MANAGER

Ted A. Gaebler

MANAGEMENT STAFF

Joe Chinn, Assistant City Manager

Tom Trimberger, Chief Building Official

Reuben Meeks, Chief of Police

Adam Lindgren, City Attorney

Nancy Pearl, Communications Director

Curt Haven, Economic Development Director

Donna Silva, Finance Director

Stacey Peterson, Human Resources Manager

Jay Hadley, Information Technology Manager

Stacy Leitner, Interim City Clerk

Kerry Simpson, Neighborhood Services Manager

Paul Junker, Planning Director

Cyrus Abhar, Public Works Director/City Engineer

Stephanie Snyder, Senior Management Analyst

TABLE OF CONTENTS

Introduction

City Manager’s Budget Message.....	i
Organizational Chart	1
Citywide Goals	2
Community Profile.....	3
Financial Policies	8
Accounting Structure and Principles.....	12
GASB 34.....	15
Budget Policies and Procedures.....	16
FY 2008-09 Budget Schedule	18
Diagram of Funds Used in the City.....	20
Fund Descriptions	21

Summaries

Budget Summary	27
Where the Money Comes From	28
Where the Money Goes	29
FY 2008-09 Sources and Uses of Funds.....	30
General Fund Summary	31
General Fund Expenditure Summary	32
Fund Summaries.....	33
General Fund Revenue Details	35
Special Revenue Funds – Revenue Details	37
Capital Projects Funds – Revenue Details	42
Debt Service Fund – Revenue Details.....	42
Enterprise Funds – Revenue Details	43
Internal Service Funds - Revenue Details	44
Agency Funds – Revenue Details	45
General Fund Expenditure Details.....	46
Special Revenue Funds – Expenditure Details.....	47
Capital Projects Funds – Expenditure Details.....	52
Debt Service Funds – Expenditure Details	53
Enterprise Funds – Expenditure Details	54
Internal Service Fund – Expenditure Details.....	55
Agency Funds – Expenditure Details.....	56

TABLE OF CONTENTS (CONT.)

Operations

Legislative	57
City Council	58
Boards and Commissions	59
City Attorney	61
City Clerk	66
Elections	70
General Government	71
City Manager	72
Communications and Public Information	78
Human Resources	85
Administrative Support	91
Finance	95
Information Technology	101
Risk Management	105
Public Safety	107
Police Department	108
Community Prosecutor	113
Community Development	115
Economic and Neighborhood Development	116
Economic Development	117
Housing	123
Neighborhood Services (Code Enforcement and Animal Services)	127
Planning	136
Building and Safety	144
Facilities Management	147
Public Works	151
Non-Departmental	163
Special Revenue Funds	
Gas Tax	165
Measure A	166
Proposition 42	168
Transportation Development Act Fund	169
Roadway Improvement Fund	170
Stormwater Utility Tax Fund	171
Rental Code Compliance Program	172
Asset Forfeiture Fund	173
Assessment Districts, Special Tax District and Landscaping/Lighting Districts	174

TABLE OF CONTENTS (CONT.)

Impact Fees.....	176
State and Federal Grants	181
Community Development Block Grant (CDBG)	183
Very Low Income Housing Fund.....	184
Redevelopment Agency	185
Redevelopment Agency Debt Service	186
Low/Moderate Income Housing	187
Capital Projects Funds	189
Debt Service Funds.....	191
Enterprise Funds.....	193
Internal Service Funds	195
Agency Funds	197

Supporting Schedules

Debt Schedules and Legal Debt Margin	199
Long-Term Debt Detail 2007 Certificates of Participation Series A City Hall Facility Acquisition Project.....	200
Long-Term Debt Detail 2007 Certificates of Participation Series B City Hall Facility Acquisition Project.....	201
Long-Term Debt Detail 2005 Certificates of Participation Series A City Operations Facility Acquisition Project.....	202
Long-Term Debt Detail 2005 Certificates of Participation Series B City Operations Facility Acquisition Project.....	203
Long-Term Debt Detail Sunridge Anatolia CFD (Series 2003).....	204
Long-Term Debt Detail Sunridge Anatolia CFD (Series 2005).....	205
Long-Term Debt Detail Sunridge Anatolia CFD (Series 2007).....	206
Long-Term Debt Detail Sunridge Park Area CFD (Series 2007).....	207
Transfers In and Transfers Out	208
Full-Time Position Allocation–City Employees.....	210
Full-Time Equivalent–Contract Employees.....	211
City Budget Resolution.....	213
City Community Redevelopment Agency Budget Resolution.....	215
GANN Resolution.....	217
GANN Calculations – Schedule 1 through 8.....	218
Frequently Asked Questions	226
Glossary of Terms.....	229
Acronyms	235

City Manager's Budget Message

"An object in motion stays in motion." - Newton's First Law



Introduction

Five years ago, through the tremendous efforts and muscle of citizen leaders, the City of Rancho Cordova was propelled into motion. We've accomplished a lot during our first few years as we focused on creating a strong organization, putting into place important and long-desired changes that our citizens wanted as a result of incorporation, and establishing sound practices as a foundation upon which to build our city.

Now five years into cityhood, we have made a turn. We're shifting from a focus on forming a new city and establishing a strong foundation of providing services, to a focus on innovatively fulfilling the desires of our citizens. We have created a strong foundation for the future. Now, we want to become a state-of-the-art city, a city government that other cities want to imitate.

Looking Back

As we turn to the future, it is important to note our accomplishments over the past five years. Incorporation, the realization of citizens' desire for self-determination, has added value to the experience citizens have with their city government. These "value-adds" include:

- Improved the image of Rancho Cordova within the region and brought additional resources to the community through activism and partnership with various regional agencies and jurisdictions.

- Increased police presence and services: the 2008 public opinion survey found that citizens feel safer in the community today than a few years ago, with the majority of residents citing that traffic-related issues are of greater concern now than criminal activity.
- Improved waste management services, with added convenience and lower costs to citizens: the 2008 public opinion survey showed a 96% satisfaction rate with the City's on-call "bulky item pick-up service," reflecting a positive change for citizens from the previous waste pickup system before cityhood.
- Improved both residential and commercial properties through the Strong Neighborhoods Program.
- Received various forms of state and federal grants and funding for transportation improvements in the City.
- Created a neighborhood traffic plan to address long-time speeding issues.
- Partnered with established community organizations, such as the Cordova Community Council and the Chamber of Commerce, as well as sponsorship and support for various community and regional events, in order to bring cohesion to the Rancho Cordova community.
- Created financial success, efficient management, non-bureaucratic government that is local, open and accessible to citizens.
- Received additional resources for the community through activism and partnership with various regional agencies and jurisdictions.
- Economically developed: including the new Lowe's center complex, new office buildings, and new residential development in Capital Village and Anatolia.

Current Fiscal Year Accomplishments

This budget document highlights some of the goals achieved within the past year. Of our thirteen Citywide goals, the goal with the most projects accomplished is #4: *Ensure the Availability of the Best Public Services in the Region*. It isn't surprising that these actions have been effective in serving residents: according to our 2008 public opinion survey, 82% of residents are satisfied with City services, an increase from a 76% satisfaction rate in 2006 and a significant increase from the County service days prior to cityhood.

Three other goals with many projects accomplished include #1: *Foster a Positive Image of Rancho Cordova*, #3, *Champion Employee Development and a High Performance Work Environment*, and #11: *Practice Sound Fiscal Management*. The achievement of projects in these goals is reflective of the nature of our city government for the past five years. We have focused on putting into place solid operating policies, developing a top-notch team of public servants, and "introducing" the new City of Rancho Cordova to the surrounding world.

Some of these key accomplishments in the current fiscal year have included:

- Established ties to Rancho Cordova's first Sister City, Turrialba, Costa Rica.

- Provided key support and planning guidance for the California Capital Airshow.
- Completed an Emergency Operations Plan to ensure a safe community (to be adopted in July 2008).
- Proactively enforced the business license ordinance to ensure that businesses are in the appropriate area of town and compatible with neighborhoods; also implemented a proactive commercial inspection program to ensure that businesses in Rancho Cordova are maintained in a clean and safe manner.
- Improved the effectiveness and visibility of the Police Department through the formation of the Crime Suppression Unit (CSU), regular participation in multi-departmental Blight Busters events, TED (Transient Enforcement Detail) Implementation of special patrol enforcement of transient related problems in designated areas, and an enhanced website.
- Secured Federal, State, and regional funding for transportation projects including:
 - \$679,860 in State Safe Routes to School funding to build approximately 2,025 linear feet of new sidewalk on Folsom Boulevard.
 - \$352,642 in Road Rehabilitation funding through the Surface Transportation Improvement Program.
 - \$3 million awarded by SACOG in Community Design funding for Complete Streets Improvements on Folsom Boulevard.
 - \$2.5 million in Regional Surface Transportation Program (RSTP) funding from SACOG for the International Extension and Folsom South Canal Bridge project.
 - \$880,000 from SACOG in Bicycle and Pedestrian funding for improvements for the International Extension and Folsom South Canal Bridge project.
- Implemented a vacant building monitoring ordinance to eliminate the problem of vagrants or children entering into unsecured buildings.
- Implemented streaming video of council meetings which allows the public to view council meetings, on our website, in their entirety.
- Held a highly successful mixed-income housing policy workshop with Henry Cisneros, former U.S. Secretary of Housing and Urban Development, as a keynote speaker; feedback from the workshop was used to amend the Mixed Income Housing program policy to be incorporated into the housing element update.
- Completed the second Citywide public opinion survey to measure citizens' impressions of City services, show trends, and use feedback in development of the budget for programs and course modifications.
- Redesigned our website.
- Completed road rehabilitation projects, including the rehabilitations of Explorer Drive, Vanguard Drive, Ambassador Drive, Rod Beaudry Drive, and Trinity River Drive.

- Expanded the use of City Hall's community rooms by 50%. The community rooms are, first of all, an asset belonging to the City's residents. Additionally they are a place of business, government and commerce for the area's business and government entities.

What's Around the Bend

With the current economic slowdown in growth of the economy, we have an opportunity to reflect, assess, and reprioritize, to manage our resources towards the most efficient end that ultimately benefits the citizen.

The City's Budget in light of the current economic environment

The nationwide flattening of the housing market has led to slowdowns in building permit fee and property tax revenues. Additionally, sales tax and transient occupancy tax revenues have also flattened, compounded with rising costs of fuel. All of these factors make for more limited growth options in the short term. Projected year-end revenues for fiscal year 2007-08 in our General Fund are \$42 million, a \$4.5 million decrease from last year's year-end revenues of \$47.5 million. We have been actively managing our expenses to adjust to this decline in revenues and expect our expenses to come in under budget. Both revenues and expenses will be about 10% under budget, reflecting our ability to quickly respond to changing economic conditions.

In spite of the slow economic picture, we are pleased to announce that through our flexibility and diligent management of resources **we have been able to prepare a general fund budget balanced with projected revenues**, not fund balance. Additionally, unlike other local jurisdictions we are not proposing layoffs as a budgetary solution, nor have we reduced service levels to our citizens. Instead, we have very carefully matched our planned projects with our anticipated revenue levels. This year, more so than in prior years, we must be extremely cautious about tackling new projects. Any project not included in the budget must be offset by the elimination of a budgeted project, or a decision made to utilize fund balance. Additionally, we will continue to carefully monitor our revenues throughout the year and adjust our activities as necessary.

For the 2008-09 Fiscal Year, our total budget for all funds of approximately \$89 million reflects a proactive and responsible approach to balancing the desire to provide excellent services for residents with the conditions of the current and forecasted economic environment. The total General Fund budget is \$43 million of that total.

Taking cues from public opinion survey

Private sector organizations usually measure success simply by their bottom-line profit. Finding metrics for assessing the performance of a city government, on the other hand, is not such a simple task. Governments need to be creative in measuring their results, by triangulating different metrics, such as customer feedback mechanisms, geographic information systems data, financial data, and external public opinion.

Every two years, the City retains an outside research firm to conduct a satisfaction survey of residents. The City's second biennial public opinion survey was conducted in March 2008, and provided valuable information about the City services and programs that our citizens feel are most important: improving the look and feel of neighborhoods, keeping neighborhoods safe,

planning for future growth, facilitating the development and redevelopment of Rancho Cordova as an attractive and economically viable city. We consider this data to be of great importance during a time when making tough decisions about City priorities is not just wise, but necessary in order to appropriately utilize limited resources.

To that end, I'd like to point out some of the areas in which our budget addresses these services:

Keeping neighborhoods safe

Providing public safety to our community is a huge priority; it's also a costly one. Police staffing and benefit costs continue to increase, ending in a total public safety budget of \$15.9 million. This represents a 2.5% increase over last year's budget of \$15.5 million; the increase in the public safety budget is considerably smaller this year than in previous years. Unlike other new cities with their own start-up police departments, we bear many costs associated with the established labor agreements and regulations built into the Sacramento Sheriff's Department, including a burden of pre-existing retirement costs for police personnel that rightfully isn't ours as an agency (around \$580,000), much of which is for police time spent before the City was even incorporated.

On the other hand, we have the benefit of accessing additional services from the Sacramento Sheriff's Department at a lower cost than other agencies have from using mutual aid. This year, we have budgeted for a thorough study of the actual, audited police costs for the cities of Elk Grove and Citrus Heights for comparative purposes. Overall, we will be looking for ways to increase the efficiency of the Police Department without added costs by taking advantage of innovative ideas and technology to provide targeted, efficient, impactful services. This includes:

- Maintaining a high number of motorcycle officers, rather than adding other personnel, as these officers are highly efficient and effective in addressing traffic issues and providing community presence (future budgets may require the number of motorcycle officers to be cut).
- Shifting existing public safety personnel to various special projects and tasks in order to more effectively provide public safety services, without adding extra personnel.
- Working with outside law enforcement experts to continue to shape a "21st century Police Department," including added performance measures for continuous evaluation.
- Using outside grants and innovative financing, such as federal COPS grants and city-county cost-sharing, to fund special, one-time purchases.
- Motivating personnel through non-monetary incentives to continue to provide high performance and revenue generation.

Improving the look and feel of neighborhoods

Fostering a positive image of Rancho Cordova and sustaining a livable community are important to both the Council and residents. As I have mentioned, continuing to provide excellent service in the areas of neighborhood services and public works in a weakened overall economy necessitates nuanced solutions in the budget. This year, we are continuing to fund code enforcement activities and Growing Strong Neighborhoods, with a budget of \$1.2 million

for Code Enforcement and Animal Services, a 33% increase over last year's budget of \$940,000. We feel that these services are a valuable asset to the community, and find that the returns on our investment result in the fostering of responsible citizenship as we see increased activity of neighborhood associations and volunteers.

Other beautification projects, such as landscaping of thoroughfares, naturally require maintenance expenditures beyond initial installation. This year, the General Fund budget includes \$192,000 to fund the new landscaping of the Mather Field interchange, and along Folsom Boulevard. The City's General Fund previously contributed \$200,000 to special funds that pay for street rehabilitation each year for the past three years. Due to macroeconomic pressures of flat sales tax trends and the new costs associated with new landscaping projects, we are unable to fund this project with General Fund money this year.

Planning for future growth and redevelopment

Finally, public opinion survey respondents hope for future growth, redevelopment, and added consumer options within the next five years. We will continue to work on Folsom Boulevard through:

- Planned infrastructure analysis.
- Holding a Folsom Boulevard business event focused on establishing a Business Improvement District (BID).
- Creating a façade improvement program.
- Financially participating in redevelopment projects at the Mather, Sunrise, and Zinfandel pulse point.
- Determining the future utilization of the Grandee Apartment site.

We will continue to aggressively pursue the completion of the annexation of the "finger area" of our current Sphere of Influence (SOI). However, the expansion of the City's SOI is being delayed this year until this annexation moves forward with LAFCo.

A state legislative consultant, who would presumably leverage our ability to increase our resources at the State level, cannot be funded.

Focusing on existing resources

We intend to focus our energies on the existing resources we have available and improve and strengthen our existing business infrastructure. This year, we plan on using the capacity we currently have in building and safety inspections to facilitate a commercial building inspection program. This will protect business owners, customers, and residents who patronize and work in the City's existing places of business.

In light of the societal sense of responsibility in responsible environmental stewardship, we are planning several projects that increase the sustainability of the City, recognizing that providing examples in the area of sustainable and cost-effective decision making encourages residents to do the same. Our planned projects include:

- Ensuring the viability and sustainability of future construction by proposing a Citywide Green Building Ordinance to provide incentives and mandates for implementation of green building practices, resulting in cost-effectiveness, energy, water and resource saving measures, as well as promoting durable buildings.
- Develop a green purchasing policy that will facilitate the increased purchasing of recycled office supply products when available, and recycling and reusing supplies.
- Begin a two-year project to study the feasibility and attain the next higher “Silver” level of LEED certification for City Hall.
- Encourage and facilitate the expansion and location of businesses that are clean technology.

These are only a few of the ways that we are prudently managing our financial resources and anticipating the coming fiscal environment. There are many other programs and goals that are explained throughout the document. New to this year’s budget, I have added a ★ next to several key accomplishments for Fiscal Year 2007-08, as well as notable projects for Fiscal Year 2008-09 within each department narrative. Please make note of these projects as you review this budget document.

Enthusiastic about Our Future

Our first five years have been great, and the next five are sure to have just as many new experiences and accomplishments in store. I am enthusiastic about the City’s future. You have my personal commitment that we will make the community proud of how our continued dedication to the heritage and tradition of Rancho Cordova adds value to our citizens – that we are an organization you can trust and believe in – and that we are an organization that you can admire for the good that we do and the future direction towards which we steer.

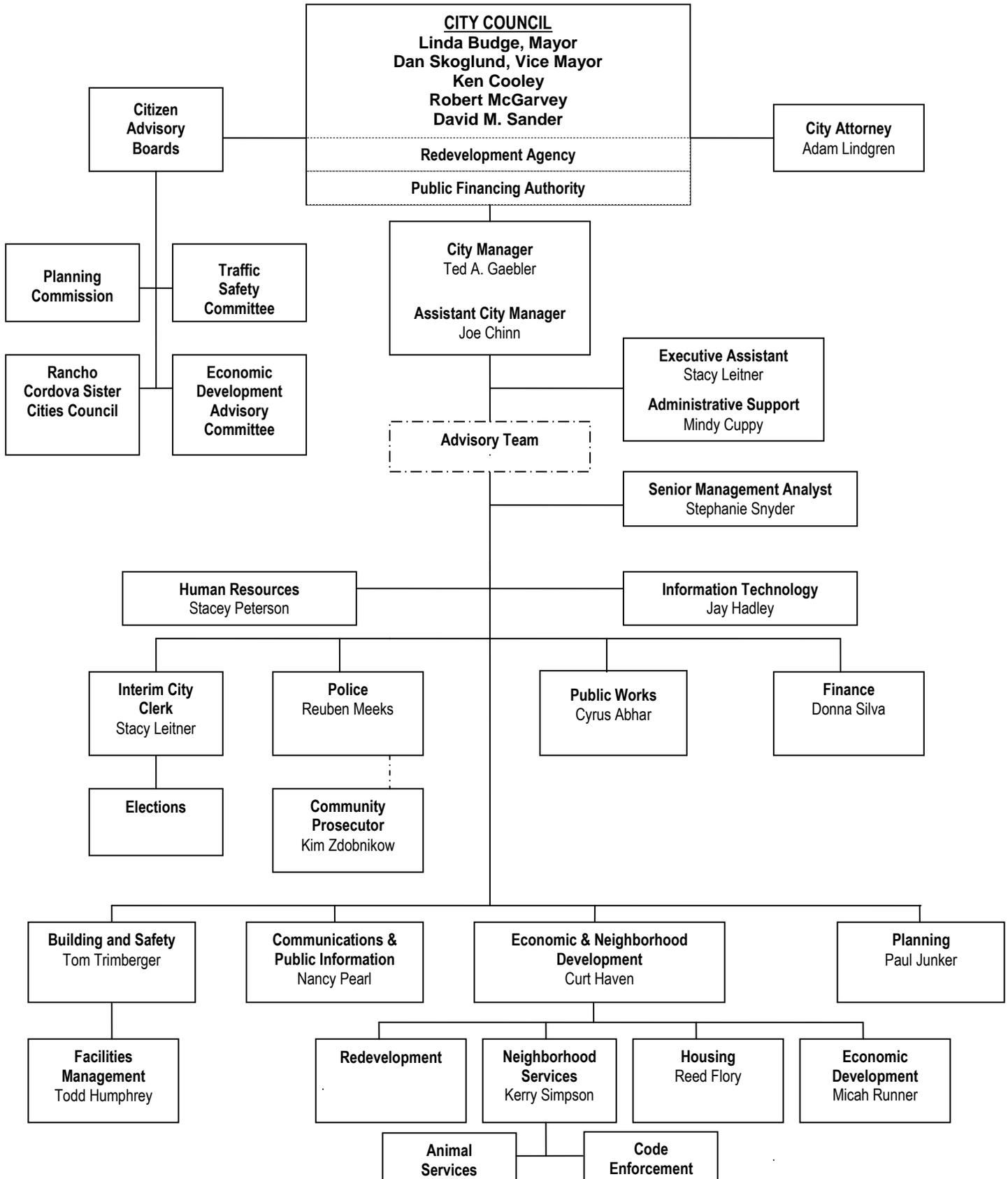
Acknowledgements

Finally, I want to extend a big thank you to our dedicated staff who have spent long hours making sure this document, and the City’s financial infrastructure, remain responsible and in balance: The Budget Team, which includes Finance Director Donna Silva, Senior Accountant Liisa Behrends, Assistant City Manager Joe Chinn, Senior Management Analyst Stephanie Snyder, Human Resources Manager Stacey Peterson, Executive Assistant Stacy Leitner, Administrative Support Supervisor Mindy Cuppy, Administrative Secretary Stephanie Nobriga, Management Analyst Alexandra Miller, and all of the department heads and staff who have done their part and agilely faced challenges to help shape this year’s budget.

Ted A. Gaebler
City Manager

ORGANIZATIONAL CHART - CITY OF RANCHO CORDOVA

JULY 1, 2008



Citywide Goals

- 1. Foster a Positive Image of Rancho Cordova**
- 2. Improve Transportation and Connectivity**
- 3. Champion Employee Development and a High Performance Work Environment**
- 4. Ensure the Availability of the Best Public Services in the Region**
- 5. Establish a Vibrant Downtown**
- 6. Ensure a Safe Community**
- 7. Improve the Quality of Housing in Rancho Cordova**
- 8. Sustain a Livable Community**
- 9. Drive Diverse Economic Opportunities**
- 10. Foster Responsible Citizenship**
- 11. Practice Sound Fiscal Management**
- 12. Establish Logical (City) Boundaries**
- 13. Continue to Provide Regional Leadership**

Community Profile

Introduction

This section of the FY 2008-09 budget document provides general information about the City of Rancho Cordova, its demographics and its economic climate. The goal of this section is to inform the reader about the environment in which City leaders make decisions during the budget process. This section will also make it easier to examine and understand other sections of this budget document, highlighting the needs and desires of City residents and how City services can meet those needs.

Rancho Cordova's budget is a policy document that reflects the City's policies, goals and priorities. It is also a communications tool, informing residents of the short and long-term issues and challenges confronting the City. The budget document reflects the goals of citizens and leaders alike, bearing in mind the resources the City has available.

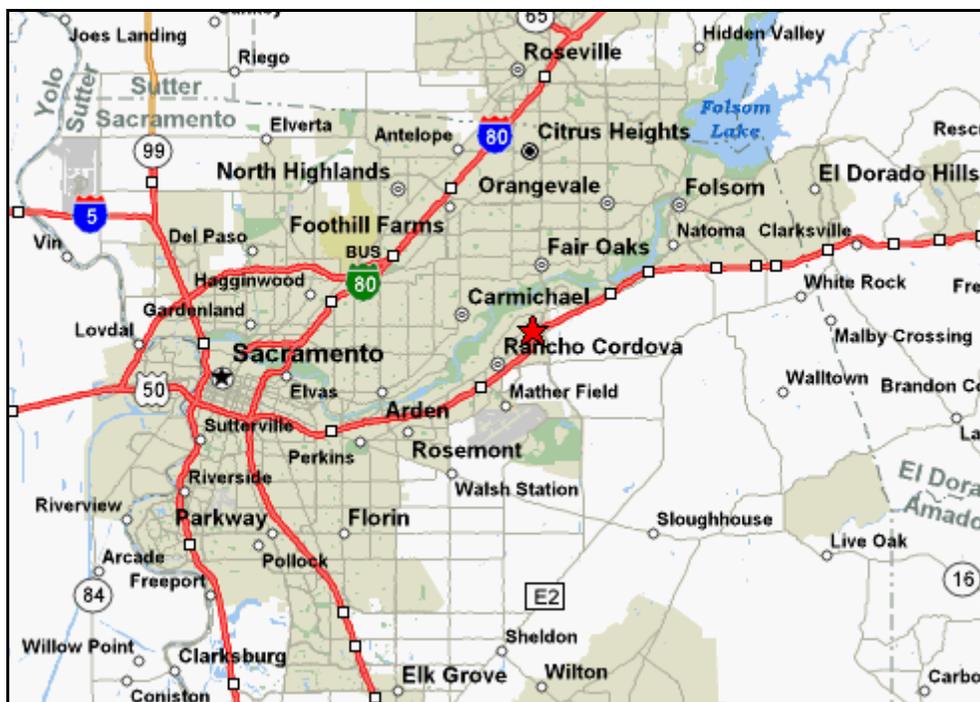


Figure 1: The Sacramento Region (Source: Mapquest.com)

Location and Demographics

The City of Rancho Cordova was incorporated on July 1, 2003, and encompasses 33.6 square miles on the Highway 50 corridor between the City of Sacramento and the City of Folsom. It is bound by the American River to the North.

The most recent population estimate for the City of Rancho Cordova is 60,975, according to a May 2008 estimate by the California State Department of Finance. This represents a 3.4% population increase from 2007.

Residents

According to a 2002 study by the Public Policy Institute of California, Rancho Cordova experienced the most dramatic increase in diversity (out of all California cities) during the 1990s.ⁱ Rancho Cordova continues to be a community rich in diversity. This attribute presents valuable assets as well as unique challenges. The four major non-English languages spoken in Rancho Cordova are Spanish, Ukrainian, Russian and Armenian, in addition to many other languages.

Overall, the City's ethnic makeup is comparable to those of California and Sacramento County.ⁱⁱ

Area	White	Hispanic	Black	Asian	Multiple Races	Other
California	59.8%	35.9%	6.2%	12.3%	3.3%	18.40%
Sacramento County	60.8%	19.3%	10.1%	13.7%	4.2%	11.10%
Rancho Cordova	60.6%	16.2%	12%	10.2%	8.4%	8.8%

Figure 2: Rancho Cordova Demographic Profile

Education

Rancho Cordova students are served by four school districts, with the majority of schools in the Folsom Cordova Unified School District. Two elementary schools in the Sacramento Unified School District serve students in the western portion of Rancho Cordova, and students in the recently developed Anatolia area are served by Elk Grove Unified School District. A small number of students attend schools in the San Juan Unified School District.

Data on the educational status of Rancho Cordovans shows that approximately 83% of residents 25 years or older have a high school education and 26% of residents hold some type of college or post-secondary school degree. In Sacramento County 85% of residents 25 years or older have a high school education and 28% of residents hold some type of college or post-secondary school degree. In the State of California 80% of residents 25 years or older have a high school education and 37% of residents hold some type of college or post-secondary school degree.

Housing

According to a 2008 estimate, the total household number is 24,133, with 15,057 single family units.ⁱⁱⁱ Rancho Cordova saw a rapid increase in single family home production during the first few years of incorporation, with a total of 2,519 permits issued from July 2003 to June 2006. Following a nationwide slowdown in the housing market, and nearing the end of several development projects, the number of single family home permits issued decreased to a total of 684 permits issued from July 2006 to June 2007, and an estimated 225 permits to be issued from July 2007 to June 2008. Rancho Cordova has been affected by the foreclosure crisis that has affected many communities in the nation, but at a slower rate than other cities. Rancho Cordova currently has a foreclosure rate of approximately .28% per capita (compared to a .34% per capita rate countywide).

ⁱ "Who's Your Neighbor? Residential Segregation and Diversity in California" *California Counts*, Public Policy Institute of California, Vol. 4 No. 1, August 2002.

ⁱⁱ Source: 2006 American Community Survey, US Census Bureau.

ⁱⁱⁱ California State Department of Finance, 2008 City/County Population and Housing Estimates, May 2008. Retrieved at http://www.dof.ca.gov/research/demographic/reports/estimates/e-5_2001-06.

Economy and Jobs

State Economy and Budget

High energy prices and lower real estate values in 2006 and 2007 led to an economic slowdown in California; subdued economic growth is expected to continue in 2008. Several economic sectors have been affected by these factors, such as retail spending on automobiles, home furnishings, real estate finance-related activities, and sales in a number of other durable goods. Despite these soft performances in the economy, other sectors remained stable in 2007, with continued growth occurring in high-tech and related professional services, biotechnology, information-related industries, international trade, and nonresidential construction.

For the coming year, the state's recent slowdown will continue, reflecting softness in the real estate and retail sectors. Personal income and salary employment growth are projected to slow from .8% to .6%, with only slight increases in 2009 and 2010, all due to soft construction-related activity. The housing market will continue to slow, but it is expected to "bottom out" at the end of 2008 and begin to pick up slightly in 2009. Overall, the state economy is expected to slow in growth for 2008 and partially rebound in 2009.

The current State budget is projected to face a \$14.5 billion structural deficit, with the Governor at present suggesting many difficult reductions. Local governments, though they receive revenue from locally-generated taxes, are concerned about the impacts of program reductions and the State's practice of "borrowing" local revenues from local governments.

Sacramento Region

Growth in the Sacramento region is expected to continue, though at a declining rate of growth than in previous years, with demand for housing and job growth in suburban areas slowing considerably. The median home price dropped 20% in Sacramento County in 2007, and total sales volume for the eight county Sacramento region was down about 23% from 2006. 38.3% of all homes sales in the eight county region in December of 2007 were homes that had been repossessed by banks. Prices are expected to continue to decline in 2008.

There has been no appreciable change in overall employment levels, with a 12-month job growth rate of 0.4% measured in February 2008.^{iv} The government sector of employment in the Sacramento region continues to boost economic performance, making up for notable losses in other major sectors, such as housing-related sectors (Construction and Financial Activities); Manufacturing; Trade, Transportation & Utilities and Information.^v Overall, the regional unemployment rate in December 2007 of 5.9% was the same for all of California during the same period and higher than the nation (4.8%).

iv. Source: Legislative Analyst's Office, *2008-09 Budget: Perspectives and Issues*

v. California State Department of Finance, 2008 City/County Population and Housing Estimates, May 2008. Retrieved at http://www.dof.ca.gov/research/demographic/reports/estimates/e-5_2001-06.

vi. Source: Sacramento Regional Research Institute "Economy Watch," March 2008.

Rancho Cordova

The City of Rancho Cordova is fortunate to have a strong employment base. There are approximately 40,000 employees in the various business parks located throughout the City, and this large employment base will continue to drive both residential and commercial growth within the City. Rancho Cordova attracts businesses and economic development into the area based on its attributes of:

- Affordable and seismically-stable land
- Large business park environment
- Strong workforce
- Access to infrastructure and air cargo services
- Synergistic clusters of business industries such as home improvement and manufacturing

The largest industries in Rancho Cordova are professional and business services, financial activities, and wholesale and retail trade.

Figure 3: Top 20 Employers in Rancho Cordova

Company	Employees	Industry
Vision Service Plan	1,750	Health
Aerojet/GenCorp*	1,400	Manufacturing
Cedar Valley Concrete Corp	1,200	Concrete Contractor
Franklin Templeton Investments	1,200	Closed-End Investment Office
Sprint Communications Co LP	1,200	Telecommunications
Delta Dental	1,100	Health Insurance
Pacific Coast Building Products	1,025	Manufacturing
EDS/Electronic Data Systems Corp	1,000	Data Processing/Preparation
State of California	900	State Government
EdFund	800	Federal Credit Agency
Health Net Federal Services	700	Health
Bank of America	600	Commercial Bank
Volcano Corp	600	Health Equipment Manufacturing
LCL Administrators Inc	500	Personnel Management Services
CHW Mercy Healthcare	450	Health
Mercury Insurance Co	400	Fire/Casualty Insurance
Progressive Insurance Co	400	Insurance Agent/Broker
Motion Control Engineering Inc	350	Manufacturing
AT&T Wireless	300	Telecommunications
Harte-Hanks Shopper's Inc	300	Periodical Publisher

*Aerojet/GenCorp. is in the Rancho Cordova Planning Area

Transportation and Land Use

Rancho Cordova is fortunate to have excellent transportation access along its major thoroughfares. Sacramento Regional Transit (RT) provides transit services to Sacramento County by light rail and bus. Light rail services traverse the Interstate 50 Corridor, and include four stations in Rancho Cordova. RT is responsible for maintaining this infrastructure. The City's Public Works department plans for future development and revitalization of existing infrastructure, contracting with Sacramento County Municipal Services Agency to make routine repairs to existing streets.

As the City finalizes its land use and transportation elements of the General Plan, citizens should expect to see greater flexibility in both the modes and routes of transportation, and an increased focus on pedestrian and bicycle mobility. Future land use and transportation policies will reflect the City's desire to foster efficient movement of people and goods around the City and within the region, and to promote an integrated mix of land uses that create lively and livable neighborhoods.

The Region

The Sacramento Valley region consists of six contiguous counties, centered around Sacramento County. The area has seen rapid growth in housing and jobs in the past few years as both businesses and residents leave the high-priced San Francisco Bay Area in search of more affordable land and housing options. Increased growth has brought both prosperity and greater strain on infrastructure, agriculture and the environment in the region. Organizations such as the Sacramento Area Council of Governments (SACOG) and non-profit group Valley Vision were formed to create and implement guiding policies and goals region-wide to ensure responsible growth.

The City of Rancho Cordova is an active participant in regional organizations and maintains a commitment to continue to provide regional leadership.

The City is served by a number of different regional organizations, including:

- Sacramento Regional Transit: transportation services
- Sacramento Metropolitan Fire District: fire protection services
- Sacramento Municipal Utilities District: electricity provider
- Golden State Water Company, California American Water, Southern California Water, Sacramento City Water and Sacramento County Water: water services
- Sacramento Regional Sanitation District: sewer services
- Allied Waste: garbage services
- Wells Sweeping: street sweeping services
- Cordova Recreation and Park District: parks, open space and recreation activities
- Folsom Cordova Unified School District, Elk Grove Unified School District, Sacramento City Unified School District and San Juan Unified School District: school districts.

FINANCIAL POLICIES

General Policies

- All current operating expenditures will be paid for with current revenues.
- Budgetary emphasis will focus on providing high quality municipal services, recognizing the fundamental importance to the citizens of public safety and properly maintained infrastructure.
- The budget will strive to provide sufficient funding for adequate maintenance and orderly replacement of capital plant and equipment.
- The budget will reflect a higher priority for maintenance of existing facilities than for acquisition of new facilities.
- Future maintenance needs for all new capital facilities will be identified with the inclusion of the capital project.
- Strong customer service and productivity improvements with a focus on cost savings remain important budgetary goals.

Revenue Policies

- A diversified and stable revenue system will be maintained to shelter the City from short-run fluctuations in any single revenue source.
- Revenues will be conservatively estimated.
- Intergovernmental assistance in the form of grants and loans will be used to finance only:
 - Those capital improvements which can be maintained and operated over time; or
 - Operating programs that can either be sustained over time or have a limited horizon.
- In general, one-time revenues will be used only to support capital or other non-recurring expenditures. One-time revenues may be used for operating programs only after an examination determines if they are subsidizing an imbalance between operating revenues and expenditures; and then only if a long-term forecast shows that the operating deficit will not continue.
- Development process costs and related administrative expenses will be totally offset by development fees.
- The City will identify basic tax-provided services and will establish user fees and charges for services provided in excess of basic services and/or to non-taxpaying users.

Reserve Policies

- A minimum fund balance reserve in the General Fund will be maintained at all times. The minimal, optimal level required for this reserve will be 20% of the General Fund

operating budget. The reserve will be drawn down as a funding source of last resort and used only after other reserve accounts have been accessed.

- The unappropriated fund balance in the General Fund will be maintained at a level sufficient to provide adequate working capital and to accommodate required adjustments to other reserve accounts, including the reserves for advances to other funds, deposits and prepaid items.
- Reserves for encumbrances are established at the end of every fiscal year to reserve fund-balance in the amount equal to the City's unpaid obligations and unfinished projects at year-end.
- Funding levels of General Fund reserves will be reviewed during periods of economic stagnation to avoid reductions in operating service levels.
- Appropriations or use of funds from any designated reserves will require City Council action.

Cash Management

- Investments and cash management will be the responsibility of the Finance Director.
- In accordance with Section 53646 of the Government Code, the City Council will review and update annually an investment policy. The primary purpose of this policy is to set forth the City's investment philosophy and objectives. The City's investment objectives are, in order of priority: safety; compliance with federal, state and local laws; liquidity; and yield. The policy also specifically outlines authorized investments, the maximum maturities allowed for each investment instrument, and the criteria used to determine qualified depositories and/or dealers.
- The City invests all idle cash as determined by analysis of anticipated cash flow needs. Specific emphasis will be placed on future cash requirements when selecting maturity dates to avoid forced liquidations and the potential corresponding loss of investment earnings.
- In order to maximize yields from the overall portfolio, the City will consolidate cash balances from all funds for investment purposes, and will allocate investment earnings to each fund that has a positive cash balance.
- The City will maintain the investment portfolio under the "Prudent Person Standard." The "Prudent Person Standard" is as follows: Investments shall be made with judgment and care, under circumstances then prevailing, which persons of prudence, discretion and intelligence exercise in the management of their own affairs, not for speculation, but for investment, considering the probable safety of their capital as well as the probable income to be derived. The investment officer, acting in accordance with written procedures and the investment policy and exercising due diligence, shall be relieved of personal responsibility for the credit risk of an individual security or market price changes, provided deviations from expectations are reported within 30 days and appropriate action is taken to control adverse developments.
- To protect against potential losses by collapse of individual securities and/or dealers, and to enhance access to securities, interest payments and maturity proceeds, all securities owned by the City will be held in safekeeping by a third party bank trust department, acting as the City's agent.

- The Finance Director will generate a monthly report to the City Manager and a quarterly report to the City Council in accordance with all state laws and City investment policy requirements.
- The City's independent auditors, in conjunction with their annual audit, will audit the cash and investment balances in accordance with Generally Accepted Accounting Principles (GAAP). In addition, the Finance Director shall establish an annual process of independent review by an external auditor to assure compliance with internal controls. The City Council may at any time order an audit of the investment portfolio and/or Finance Director's investment practices.

Debt Policy

- It is the intent of the City of Rancho Cordova to issue debt in a manner that adheres to state and federal laws, existing bond covenants and prudent financial management.
- The General Fund currently does not have any general obligation bonds and does not anticipate issuing such debt.
- When the City finances capital projects by issuing bonds, it will pay back the bonds within a period that is consistent with the useful life of the project.
- The City will not use long-term debt financing for any recurring purpose such as current operating and maintenance expenditures. Short-term debt instruments such as revenue tax or bond anticipation notes shall be excluded from this limitation.
- The City will generally conduct debt financing on a competitive basis. However, negotiated issues may be used due to market volatility or the use of an unusual or complex financing or security structure.
- The City will diligently monitor its compliance with bond covenants and ensure its adherence to federal arbitrage regulations.
- The City will operate under the provisions of Proposition 13, the California Constitutional Amendment that limits the incurrence of "general obligation" debt. To incur this debt, the City must receive a two-thirds (2/3) vote of the voters at a general election.

Cost Allocation

- The City has established internal service funds. Currently these funds are utilized to accumulate resources for specified needs and to fund those needs as they arise via transfers in and out to/from the General Fund. In the future the internal service funds may be used to charge the departments for those resources accounted for in the internal service funds. The City currently has the following internal service funds:
 - Insurance Fund: currently used to accumulate resources sufficient to qualify for an increased deductible resulting in lower premiums.
 - Vehicle and Equipment Replacement Fund: currently being used to accumulate funds for the replacement of existing vehicles and equipment.

- Technology Enhancement and Replacement Fund: currently being used to accumulate and provide funds for acquisition and replacement of technology equipment and software.

Risk Management

- The City is self insured for the first \$100,000 on each general liability claim and has no deductible on worker's compensation.
- Third party coverage is currently maintained for general liability claims greater than \$100,000 up to a limit of \$15 million. For worker's compensation claims the limit is \$200 million.
- The City will establish an internal Safety Committee to promote safe and healthy work practices. The objectives of the committee include:
 - Identifying, reviewing and correcting unsafe conditions and practices, establishing employee safety training programs, and promoting a system of communications with employees regarding safety and health matters.
- The City maintains a comprehensive risk assessment program and annual hazard survey to identify areas that may pose liability issues.
- The City has a policy of vigorously defending claims filed against the City of Rancho Cordova and continues to maintain an excellent loss history.

Annual Audit

- Sound accounting practices suggest that an annual audit is a prudent business decision.
- The City requires 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.
- The independent auditing firm will be selected by the City based on 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.
- The City shall issue a Request for Proposal for audit services at least every five years.

ACCOUNTING STRUCTURE AND PRINCIPLES

City Government Reporting Entities and Services

The budget includes all of the funds and account groups of the City of Rancho Cordova. The City provides the following municipal services directly:

- Building Permit/Plan Approval
- Community Development
- Emergency Services
- Engineering
- Planning and Zoning
- Public Safety (Police with Fire being provided by a Special District)
- Street Maintenance
- Neighborhood Services
- Economic Development

Accounting System and Budgetary Control

In developing and evaluating the City's accounting system, consideration is given to the adequacy of internal accounting controls. Internal accounting controls are designed to provide reasonable, but not absolute, assurance regarding the safeguarding of assets against loss from unauthorized use or disposition; and the reliability of financial records for preparing financial statements and maintaining accountability for assets. The concept of reasonable assurance recognizes that the cost of a specific control feature should not exceed the benefits likely to be derived and the evaluation of costs and benefits require estimates and judgments by management.

All evaluations of the City's internal control will continue to occur within the above framework. The City's internal accounting controls adequately safeguard assets and provide reasonable assurance of proper recording of financial transactions.

Basis of Accounting

The budgets of all governmental and fiduciary funds types are prepared on a modified accrual basis. Under the modified accrual basis, revenue is recognized when susceptible to accrual (e.g., when it becomes both measurable and available). "Measurable" means the amount can be determined and "available" means collectible within the current period or soon enough thereafter to pay current liabilities. This is generally within sixty (60) days after the end of the fiscal year. Expenditures are recognized when the related fund liability is incurred.

The budgets of the proprietary funds (enterprise and internal service funds) are prepared on an accrual basis. Under this method, revenue is recognized when earned and expenses are recognized at the time the liability is incurred. Under this method, depreciation for fixed assets is budgeted.

Fund Descriptions

The City's accounting records are organized and operate on a "fund" basis, which is the basic financial accounting entity in governmental accounting. The accounting system is designed to enable the use of these types of funds. Each fund is designed by fund type and classification:

- Governmental Funds: General, Special Revenue, Debt Service and Capital Projects
- Proprietary Funds: Enterprise and Internal Service
- Fiduciary Funds: Trust and Agency
- Account Groups: General Fixed Assets and General Long-Term Debt

Governmental Funds

Governmental Funds are used to account for the City's expendable financial resources and related current liabilities, except for those accounted for in proprietary funds. The basic financial statements necessary to fairly present financial position and operating results for governmental funds are the balance sheet and the statement of revenues, expenditures and changes in fund balance. Governmental funds are maintained using the modified accrual basis of accounting.

- General Fund: accounts for all the general revenue of the City not specifically levied or collected for other City funds and for expenditures related to the rendering of general services by the City.
- Special Revenue Fund: accounts for the proceeds of specific revenue sources that are restricted by law or administrative action for specified purposes.
- Debt Service Fund: accounts for accumulation of resources for, and payment of, interest and principal on long-term debt.
- Capital Project Fund: accounts for financial resources used for the acquisition or construction of major capital facilities (other than those financed by proprietary funds).

Proprietary Funds

Generally Accepted Accounting Principles (GAAP) applicable to a private commercial business are applicable to proprietary funds of a governmental entity. The accrual basis of accounting is utilized. The measurement focus is based upon a determination of net income, financial position and cash flows. Accordingly, basic financial statements are required, such as the balance sheet, the statement of revenues, expenses and changes in retained earnings (deficit), and the statement of cash flows.

- Enterprise Fund: accounts for operations that are financed and operated in a manner similar to private enterprises, where the intent of the City Council is that the cost and expense (including depreciation and amortization) of providing goods or services to the general public on a continuing basis be financed or recovered primarily through user charges, or where periodic determination of revenues earned, expenses incurred and/or net income is appropriate for capital maintenance, public policy, management control, accountability or other purposes.
- Internal Service Fund: accounts for activities involved in rendering services to departments within the City. Costs of materials and services used are accumulated in these funds and are charged to the user departments as such goods are delivered or services rendered.

Fiduciary Funds

Fiduciary Funds are maintained to account for assets held by the City in a trustee capacity for individuals, private organizations, other governments and other funds. Expendable trust funds are budgeted in accordance with their restrictions. The budget generally consists of a transfer of funds to another fund.

- Private Purpose Trust: used to report all trust arrangements, other than those properly reported in pension trust or investment trust funds, under which principal and income benefit individuals, private organizations or other governments.
- Permanent Trust: used to report resources that are legally restricted to the extent that only earnings, and not principal, may be used for purposes that support the reporting government's programs; that is, for the benefit of the government or its citizenry.
- Expendable Trust: used to report resources that are not legally restricted to expenditure of principal and restricted to a specific purpose in accordance with a trust agreement.
- Agency Funds: used to account for assets held by the City as an agent or in trust.

Account Groups

Account Groups are used to establish accounting control and accountability for the City's general fixed assets and general long-term debt.

- General Fixed Assets Account Group: accounts for long-term assets of the City, except for those accounted for in proprietary fund types.
- General Long-Term Debt Account Group: accounts for long-term debt of the City, except for debt accounted for in proprietary fund types.

GASB 34

Beginning with the fiscal year ending on June 30, 2004, the City implemented the provisions of GASB 34 with the publication of our Comprehensive Annual Financial Report (CAFR). The CAFR presents the status of the City's finances on the basis of Generally Accepted Accounting Principles (GAAP). In most cases, this conforms to the way the City prepares its budget with the following exceptions:

- Compensated absences liabilities that are expected to be liquidated with expendable available financial resources are accrued as earned by employees (GAAP) as opposed to being expended when paid (budget).
- Principal payments on long-term debt within the Enterprise Funds are applied to the outstanding liability on a GAAP basis as opposed to being expended on a budget basis.
- Capital outlays within the Enterprise Funds are recorded as assets on a GAAP basis and expended on a budget basis.
- Inventory is recorded as an expenditure at the time it is used.
- Depreciation expense is not budgeted as an expense.

The CAFR shows fund expenditures and revenues on both a GAAP basis and budget basis for comparison purposes.

BUDGET POLICIES AND PROCEDURES

Policy

The City Manager shall submit a proposed budget to the City Council each year by May 31. The budget that is submitted is a balanced budget either through the matching of ongoing revenues with proposed expenditures or the use of existing reserves.

Budget Basis

The budgets of general government type funds (for example, the General Fund itself, and Gas Tax Funds) are prepared on a modified accrual basis. Briefly, this means that obligations of the City are budgeted as expenses, but revenues are recognized only when measurable and available.

The Comprehensive Annual Financial Report (CAFR) shows the status of the City's finances on the basis of Generally Accepted Accounting Principles (GAAP). In most cases, this conforms to the way the City prepares the budget. One exception is the treatment of compensated absences. Compensated absences, including accrued but unused holiday, administrative leave, compensatory time and vacation leave, are treated slightly different in the budget than in the CAFR.

Responsibility

The department heads are responsible for preparing their budgets in accordance with the guidelines provided by the City Manager and Finance Director. The Finance Department provides cost experience data as required by City departments. The Finance Director prepares all revenue, debt service and reserve estimates.

Operating Budget

Ongoing operating costs should be supported by ongoing, stable revenue sources. This protects the City from fluctuating services levels and avoids crises when one-time revenues are reduced or removed. Listed below are some corollaries to this policy:

- Fund balances or contingency accounts should be used only for one-time expenditures, such as capital equipment and capital improvements.
- Ongoing maintenance costs, such as street resurfacing and trail maintenance, should be financed through recurring operating revenues rather than through bond issuance.
- In addition, at least \$1 million of transportation related funding should annually fund the annual overlay and slurry program.
- Fluctuating federal grants should not be used to fund ongoing programs.

Budget Review

During the budget review phase, the City Manager's Office, in conjunction with the Finance Department, analyzes new positions, operating and capital budget requests. This information is then compiled and the City Manager, Assistant City Manager and the Finance Director hold

meetings with each department to review their estimated expenditures for the current fiscal year and the proposed baseline requests and enhancements for the proposed budget year. At the completion of these meetings, the Finance Director again compiles all the financial data and presents the Preliminary Budget to the City Manager for review.

Budget Adoption

The City Manager presents, via publicly noticed study sessions, the budget to the City Council. Public hearings are held and after modifications and revisions, the budget is adopted by resolution (the “adopted budget”).

Budget Implementation

A budgetary control system will be maintained to ensure compliance with the budget. The Finance Department is responsible for setting up the budget for tracking purposes and is charged with ensuring fund availability during the year to cover expenditures and appropriations. Reports comparing the budget with expenditures are generated and sent to departments on a monthly basis.

Budget Revision

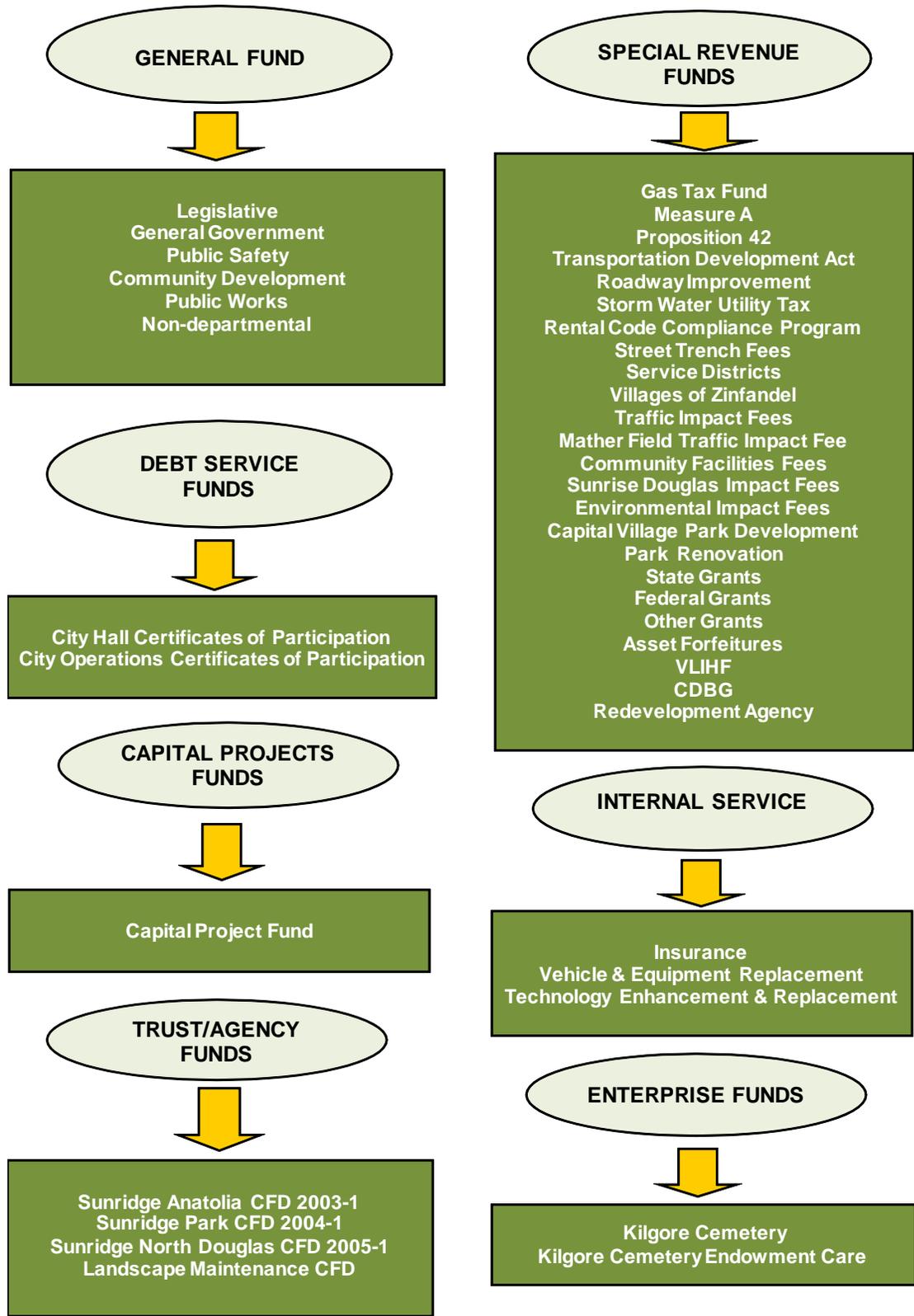
Actual expenditures may not exceed budgeted appropriations at the fund level. The City Manager or his/her designee is authorized to transfer budgeted amounts at the department and category level. The City has the following programs accounted for through its governmental funds: Legislative, General Government, Public Safety, Community Development, Public Works and Non-Departmental. Use of unappropriated reserves must be specifically approved by the City Council.

FY 2008-09 BUDGET SCHEDULE

<i>Date</i>	<i>Activity</i>	<i>Participants</i>
Jan. 16-18	Department midyear budget review meetings (2 hours each)	Department Heads
Feb. 12 1:00-5:00 p.m.	Second Annual Work Session on Financial Issues: First opportunity to gather input from Council before budget development process begins. Midyear budget review.	City Council, City Manager, Department Heads, Budget Team and the public
Feb. 26 - 12:30 p.m.	Budget development kick-off: Distribute budget packet and answer questions on budget process, schedule, expectations	Departments, City Manager and Budget Team
Mar. 3-17 (approximately 2 weeks)	Prepare budget book pages: <ol style="list-style-type: none"> 1. Dept. description, including organizational changes 2. FY 2007-08 accomplishments 3. FY 2008-09 goals 	Departments, with assistance from Budget Team, as needed or requested
Mar. 3-28 (approximately 4 weeks)	Prepare Proposed Budget requests: <ol style="list-style-type: none"> 1. Revenue estimates 2. Expenditure requests 3. HR staffing change requests 4. Capital and IT requests 	Departments, with assistance from Finance and Budget Team, as needed or requested
Mar. 17	Submit budget book pages , including department description, accomplishments and goals	Departments Each Department Head will meet with Finance to review submittal
Mar. 28	Submit Proposed Budget requests , including all back-up	Departments
Mar. 31- Apr. 11 (2 weeks)	Review and analysis: <ol style="list-style-type: none"> 1. Revenue estimates 2. Expenditure requests 3. Human Resources staffing change requests 4. Capital and Information Technology requests 5. Description, accomplishments and goals 	Finance, Human Resources, Information Technology and Budget Team, as appropriate
Apr. 14 – Apr. 18 (1 week)	Meet with City Manager to discuss Proposed Budget requests	Departments, City Manager and Budget Team

<i>Date</i>	<i>Activity</i>	<i>Participants</i>
Apr. 21 – Apr. 25 (1 week)	Final review of budget requests, budget compilation and checks Perform first proofread of budget document	Budget Team
April 28 – May 2 (1 week)	Review final revenue estimates and overall resource allocation recommendations	City Manager and Budget Team
May 5	Communicate final decisions to departments	Budget Team
May 5	Complete budget message	City Manager and Budget Team
May 6 – May 9	Final proofreading, budget sent out for copying	Budget Team
May 15	Proposed Budget distributed to Council and Departments	Budget Team
May 19 - 12:00 p.m.	Council workshop	City Council, City Manager, Budget Team and Departments
May 20 – May 23	Changes to final Proposed Budget based on workshop, <i>if needed</i>	Budget Team
May 27	Distribute revised Proposed Budget, <i>if needed</i>	Budget Team
June 2	Adopt Final Proposed Budget and GANN Limitation.	City Council
June 9 11:30 a.m.-1:00 p.m.	All Hands staff meeting to discuss FY 2008-09 Adopted Budget	City Manager, Budget Team, Department Heads, all employees
June 16	Adopt Final Proposed Budget and GANN Limitation, <i>if not adopted on June 2</i>	City Council
June 27	Distribute Adopted Budget, <i>if approved by June 2nd (if not approved, add 3 weeks from approval date)</i>	Budget Team

DIAGRAM OF FUNDS USED IN THE CITY



FUND DESCRIPTIONS

The City of Rancho Cordova uses fund accounting to track revenues and expenditures.

Governmental Funds

Governmental funds typically include those activities which are financed through the use of tax-supported activities. The major categories within this fund type are the General Fund, Special Revenue Funds and Debt Service Funds. This category also includes Capital Project Funds and Permanent Funds. Permanent funds are not budgeted in the City.

General Fund: this fund is the general operating fund of the City. It is used to account for all financial resources except those required to be accounted for in another fund. All general operating revenues not restricted as to use are recorded in this fund.

Special Revenue Funds: used to account for activities supported by specific taxes or other designated revenue sources. These funds are generally required by statute, charter or ordinance to finance specific government functions and include:

- **Gas Tax Fund:** used to account for funds received from the State of California from the statewide tax on gasoline and other fuels. Gas Tax funds can be used for construction, improvements, studies and/or maintenance of public streets and must be in the Public Right of Way.
- **Measure A:** used to account for the voter approved, one-half percent sales tax in Sacramento County to be levied over a 20-year period (1989-2009). The proceeds of the tax are used to fund a comprehensive program of roadway and transit improvements. In 2004, voters approved a 30-year extension of this program that will go into effect in April 2009.
- **Street Trench:** used to account for funds collected at the time a permit is issued for work performed that causes excavation of a paved City street. Funds may be expended for the resurfacing, maintenance, administration and protection of City streets where excavation has occurred.
- **Proposition 42:** used to account for funds received from the State of California as a result of a state constitutional referendum (Proposition 42). These funds are used for street or road maintenance or reconstruction.
- **Transportation Development Act (TDA):** TDA is administered by the California Department of Transportation and provides two major sources for the funding of public transportation in California through regional planning and programming agencies such as the Sacramento Area Council of Governments (SACOG). Nearly all of Rancho Cordova's TDA funds are allocated by SACOG to Sacramento Regional Transit. There is, however, a countywide set aside of 2% of available funds to be allocated for pedestrian and bicycle facilities anywhere in the county.
- **Roadway Improvement Fund:** used at the City's discretion for a variety of roadway improvement projects funded by the State Proposition 1B allocation and other non-nexus based roadway fees passed through from the County.

- **Storm Water Utility Fund:** used to account for monies transferred from Sacramento County, collected in order to provide storm drainage, flood control and storm water quality management.
- **Rental Housing Code Compliance Fee:** used to account for the fee assessed on all rental dwellings. The monies are used to offset the expenses of operating the Rental Housing Inspection Program.
- **Service Districts:** used to account for funds received from assessments on property owners and are used for specific purposes based on their origin:
 - **Landscape & Lighting 2005:** public landscaping areas previously in County Zone 4 and 5.
 - **Road Maintenance:** installation, construction, rehabilitation, repair or maintenance of improvements, including streetlight and street improvements and any facilities.
 - **Transit Related Services (Zones 1 - 3):** transit related services in Villages of Zinfandel (Zone 1), Sunridge Specific Plan (Zone 2) and new development areas of the City (Zone 3)
- **Villages of Zinfandel Impact Fees:** used to account for developer impact fees that are imposed on certain development. Includes both road impact and library impact fees that are to be spent in the specific development area.
- **Capital Village:** used to account for funds received from the Capital Village area which are in addition to the other fees imposed. The fees relate specifically to improvements that will be required as a result of the development in that area.
- **Traffic Mitigation Impact Fees:** used to account for funds received from development in all other areas of the City. The funds will be used to construct public transportation improvements that are necessitated by development.
- **Mather Field Traffic Fees:** accounts for developer impact fees that are imposed on certain development.
- **Community Facilities Fees:** imposed on new development to construct or obtain municipal facilities. The City collects fees for the following facilities:
 - Library
 - City Hall
 - Community Center
 - Museum
 - Corporation Yard
 - Parking
 - Animal Services
 - Records Management
 - Technology
 - Police Facilities
- **Sunrise Douglas Impact Fees:** used to account for funds received from the Sunrise Douglas area which are in addition to the other fees imposed. The fees relate

specifically to improvements that will be required as a result of the development in that area.

- **General Plan Impact Fees:** used to account for funds received from development throughout the City to pay for the creation and ongoing maintenance of the City's General Plan.
- **Environmental Impact Fee:** used to account for funds received from development to mitigate the impact on the Swainson's Hawk.
- **Park Renovation:** used to account for funds received from developers for the impact of development on existing parks.
- **State Grants:** used to account for revenues and expenditures related to funds received from the State of California.
- **Federal Grants:** used to account for revenues and expenditures related funds received from the federal government.
- **Asset Forfeiture:** accounts for revenues and expenditures associated with the City's share of federally forfeited property derived from illegal activities.
- **Very Low Impact Housing Fund:** used to account for the collection of Housing Trust Development Impact Fee charged for the issuance of non-residential construction building permits. The purpose of the fund is to offset some of the increased burden of need for very low income housing, created by the construction of non-residential uses which employ a significant number of low wage earners.
- **Community Development Block Grant (CDBG):** used to account for annual federal grants received under the Housing and Community Development Act of 1974. Funds may be used to respond to a variety of neighborhood, economic development and community facilities and service needs primarily to benefit low and moderate income persons.
- **Redevelopment Agency:** used to account for revenues and expenditures for the City's Redevelopment Agency. The City has been providing funds from its General Fund to fund activities in this area. Tax increment was received in FY 2007-08 but General Fund support will be necessary until Tax Increment growth is sufficient to fund Redevelopment activities.
 - **Redevelopment Administration:** receives 80% of the tax increment less interest on the loan for the City's General Fund and accounts for the majority of the agencies activities.
 - **Redevelopment Debt Service:** receives the tax increment revenue and apportions 80% to the Administrative Fund and 20% to the Housing Set Aside Fund. Also accounts for the payment of principal and interest on any agency debt.
 - **Redevelopment Low/Mod Fund:** used to account for the twenty percent (20%) of the redevelopment tax increment that is required to be set aside for increasing, improving, and preserving the community's supply of low and moderate income housing.

Capital Projects Fund: used to account for the accumulation of resources and payment of expenses related to specific capital projects.

Debt Service Funds: used to account for the accumulation of resources and payment of long-term debt principal and interest.

- **City Hall Certificates of Participation (COPs):** used to account for debt service payments on the \$21 million debt issuance that was completed in late FY 2004-05 and refinanced in FY 2006-07 to acquire the City Hall facility.
- **City Operations Facility Certificates of Participation (COPs):** used to account for debt service payments on the approximate \$7 million debt issuance that was completed in early FY 2005-06 to acquire a site for a future police facility and corporation yard.

Proprietary Funds

Proprietary Funds include Enterprise Funds and Internal Service Funds.

Enterprise Funds: may be used to report any activity for which a fee is charged to external users for goods or services.

- **Kilgore Cemetery:** used to account for the historic Kilgore Cemetery, rededicated and opened in FY 2006-07. The Fund will receive revenues from the sale of burial rights and burial services at the Cemetery as well as endowment funds paid by all Cemetery customers. The earnings from the endowment fund will offset ongoing facility maintenance costs.

Internal Service Funds: used to account for the services that are provided to all departments and is used to accumulate reserves to fund future acquisition and expenses. The City maintains three (3) internal service funds.

- **Insurance Fund:** used to accumulate reserves to fund future litigation and insurance claims that the City may participate in, and to potentially increase our deductible and lower premiums.
- **Vehicle Equipment and Replacement Fund:** used to account for funds that are accumulated to replace vehicle and equipment as needed.
- **Technology Enhancement and Replacement Fund:** used to account for funds that are accumulated to replace and/or enhance technology.

Agency Funds

Agency funds are typically used when a government is a temporary custodian of assets and is required by GAAP to account for debt service transactions involving special assessment debt in which the government is not obligated in any manner.

CFD 2003-1 Sunridge Anatolia: used to account for the property tax collections related to the repayment of no-commitment special assessment debt (Series 2003, 2005 and 2007).

CFD 2004-1 Sunridge Park: used to account for the property tax collections related to the repayment of no-commitment special assessment debt (Series 2007).

CFD 2005-1 Sunridge North Douglas: used to account for the property tax collections related to the future repayment of no-commitment special assessment debt.

Citywide Landscape Maintenance CFD: used to account for funds received from assessments on property owners and are used for maintenance and operation of and the furnishing of services and materials for turf, ground cover, shrubs and plants, trees, irrigation and drainage systems, ornamental lighting, masonry walls or other fencing, hardscape improvements, monuments and associated facilities located within the landscape easements or public right-of-ways.

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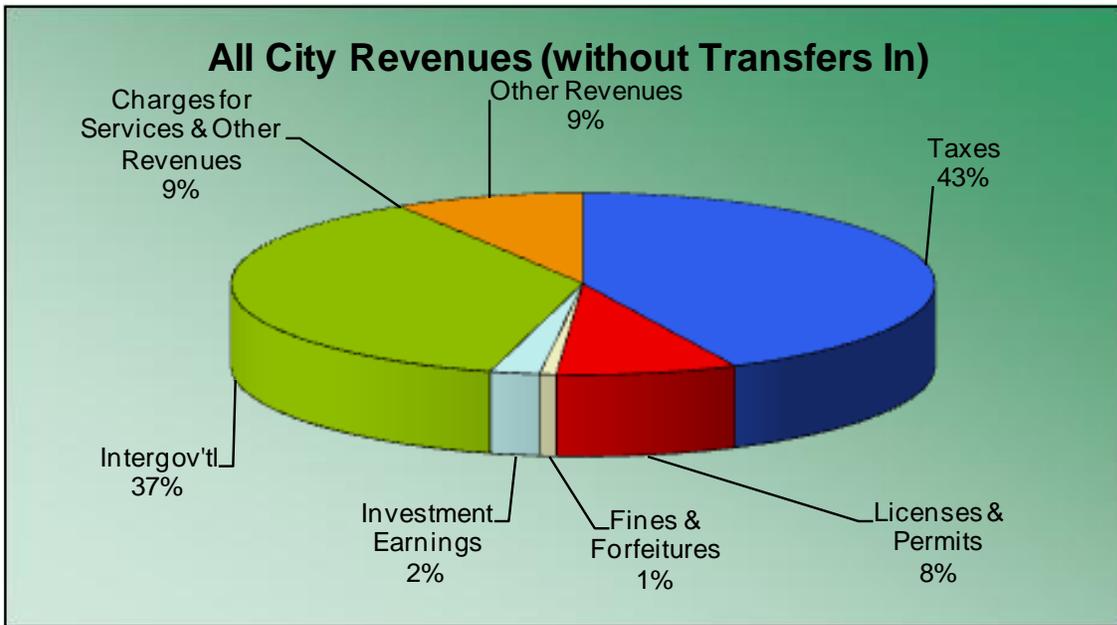
BUDGET SUMMARY

The annual budget for the City of Rancho Cordova is divided into five (5) major components which include all of the appropriations for the City. Those divisions are:

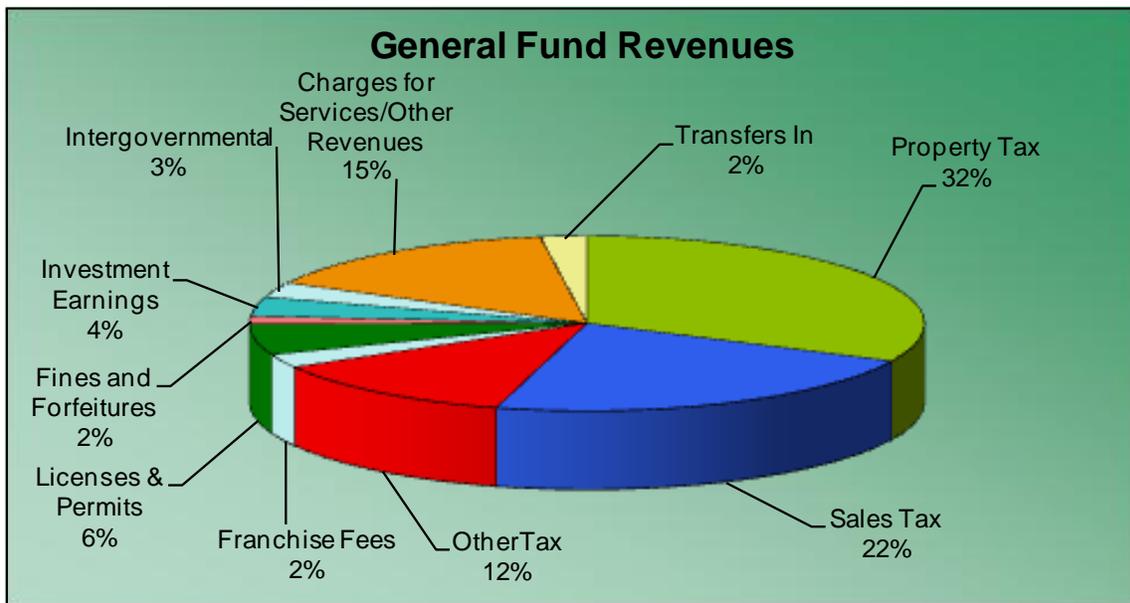
- Salaries and Benefits (Personnel).
- Operating Expenses: day-to-day expenses associated with operating a multi-million dollar corporation. Included in this section are the large contracts that the City has with PMC (Planning), Sacramento County (Police) and Meyers Nave (Legal).
- Capital Outlay: finances the infrastructure projects that are proposed in this budget.
- Debt Service: provides the resources to pay for the ongoing debt service of the City. In FY 2007-08 those debts include Community Facilities District (CFD) debt and the debt service on City Hall as well as the Kilgore properties.
- Transfers Out to Other Funds: provides a means of moving funds between the various funds to finance the ongoing operations of the City. This is a self-balancing component as there is a like amount recognized in the City's revenue base.

WHERE THE MONEY COMES FROM

ALL CITY FUNDS \$87,808,913

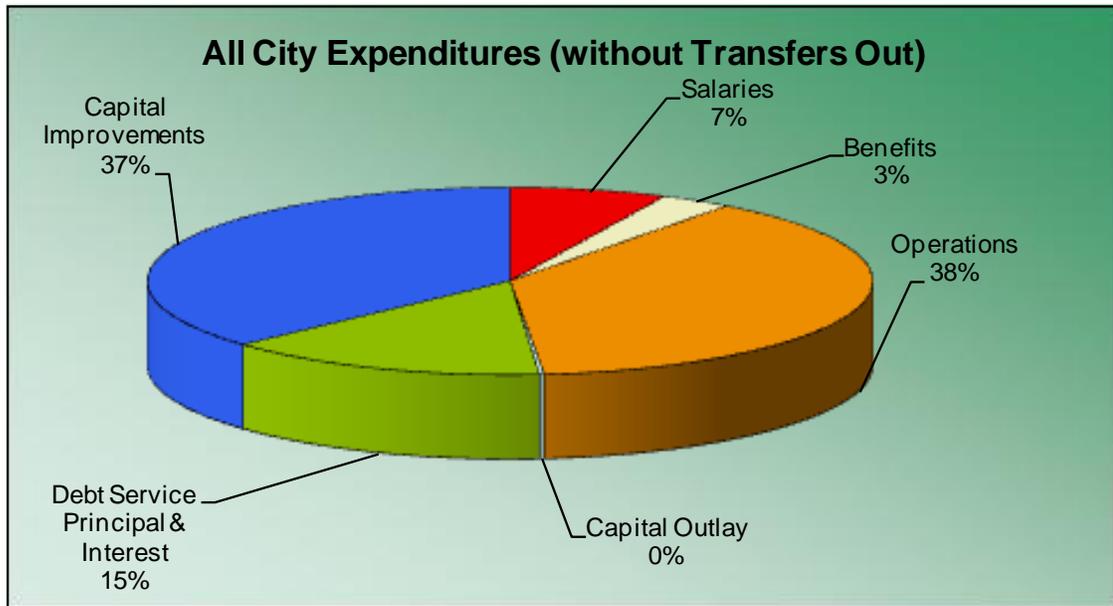


GENERAL FUND \$43,564,885

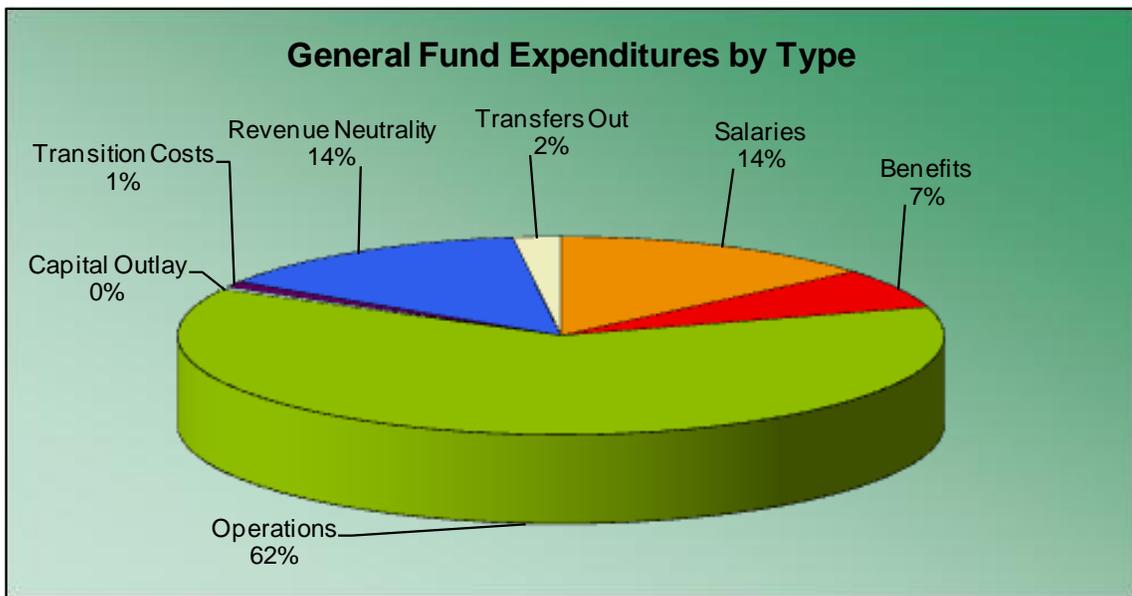


WHERE THE MONEY GOES

ALL CITY FUNDS \$89,301,638



GENERAL FUND \$43,534,222



FY 2008-09 SOURCES AND USES OF FUNDS

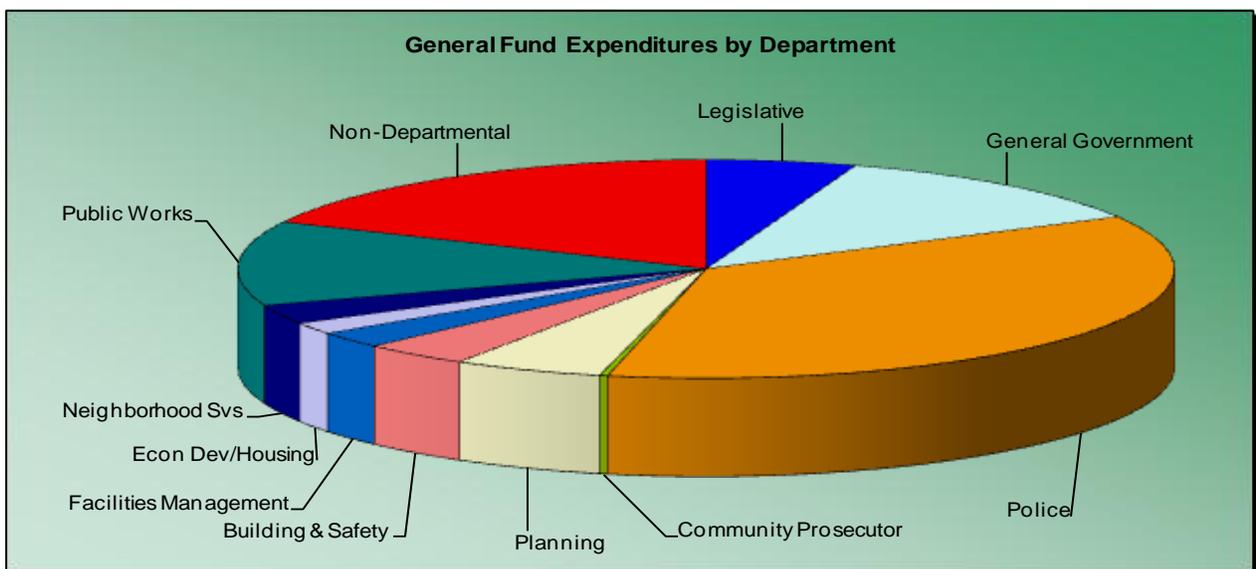
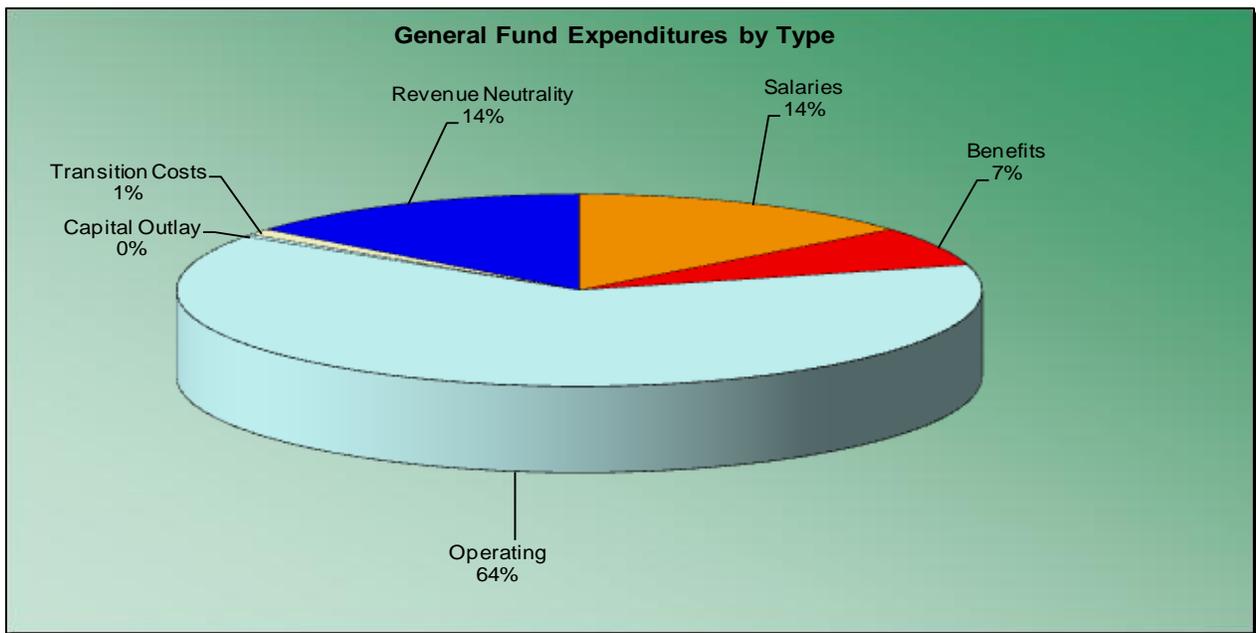
	General Fund	Special Revenue	Capital Projects	Debt Service	Enterprise	Internal Service	Agency	Total City Funds
Revenues:								
Taxes	\$ 30,104,800	\$ 2,816,000	\$ -	\$ -	\$ -	\$ -	\$ 4,756,000	\$ 37,676,800
Licenses & Permits	2,484,400	4,805,648	-	-	-	-	-	7,290,048
Fines & Forfeitures	645,500	13,000	-	-	-	-	-	658,500
Investment Earnings	1,535,700	352,925	-	-	-	-	113,000	2,001,625
Intergovernmental	1,230,000	31,288,640	-	-	-	-	-	32,518,640
Charges for Services & Other Revenues	6,596,600	726,700	-	-	340,000	-	-	7,663,300
Total Revenues	\$ 42,597,000	\$ 40,002,913	\$ -	\$ -	\$ 340,000	\$ -	\$ 4,869,000	\$ 87,808,913
Other Sources:								
Transfers In	\$ 967,885	\$ 2,236,270	\$ 56,343,135	\$ 1,948,230	\$ -	\$ 30,000	\$ -	\$ 61,525,520
Proceeds from Debt	-	-	-	-	-	-	-	-
Total Other Sources	\$ 967,885	\$ 2,236,270	\$ 56,343,135	\$ 1,948,230	\$ -	\$ 30,000	\$ -	\$ 61,525,520
Total Revenues & Other Sources	\$ 43,564,885	\$ 42,239,183	\$ 56,343,135	\$ 1,948,230	\$ 340,000	\$ 30,000	\$ 4,869,000	\$ 149,334,433
Expenditures:								
Salaries	\$ 6,012,200	\$ 243,700	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 6,255,900
Benefits	2,848,300	-	-	-	-	-	-	2,848,300
Operations	27,146,738	6,803,961	-	-	100,500	-	156,700	34,207,899
Capital Outlay	183,600	-	-	-	12,000	-	-	195,600
Capital Improvements	-	980,495	31,461,000	-	-	-	497,900	32,939,395
Total Expenditures	\$ 36,190,838	\$ 8,028,156	\$ 31,461,000	\$ -	\$ 112,500	\$ -	\$ 654,600	\$ 76,447,094
Other Uses:								
Transfers Out	\$ 875,470	\$ 59,336,650	\$ -	\$ -	\$ 211,500	\$ 131,100	\$ 970,800	\$ 61,525,520
Debt Service	-	-	-	-	-	-	-	-
Principal & Interest	6,467,914	265,000	-	1,948,230	-	-	4,173,400	12,854,544
Total Other Uses	\$ 7,343,384	\$ 59,601,650	\$ -	\$ 1,948,230	\$ 211,500	\$ 131,100	\$ 5,144,200	\$ 74,380,064
Total Expenditures & Other Uses	\$ 43,534,222	\$ 67,629,806	\$ 31,461,000	\$ 1,948,230	\$ 324,000	\$ 131,100	\$ 5,798,800	\$ 150,827,158
Difference	\$ 30,663	\$ (25,390,623)	\$ 24,882,135	\$ -	\$ 16,000	\$ (101,100)	\$ (929,800)	\$ (1,492,725)
Est. Beginning Fund Balance	\$ 25,733,898	\$ 45,666,782	\$ 1,751,850	\$ 2,436,171	\$ 114,328	\$ 1,273,069	\$ 12,010,341	\$ 88,986,438
Est. Ending Fund Balance	\$ 25,764,561	\$ 20,276,159	\$ 26,633,985	\$ 2,436,171	\$ 130,328	\$ 1,171,969	\$ 11,080,541	\$ 87,493,713

GENERAL FUND SUMMARY

	FY 2006 Actual	FY 2007 Actual	FY 2008 Budget	FY 2008 Est. Actual	FY 2009 Adopted
Revenues:					
Taxes	\$ 28,860,304	\$ 29,789,776	\$ 30,536,000	\$ 30,030,733	\$ 30,104,800
Licenses & Permits	4,207,207	3,846,181	3,386,000	2,358,219	2,484,400
Fines & Forfeitures	454,199	554,146	422,000	646,500	645,500
Investments/Use of Property	607,288	2,103,892	1,195,000	1,501,600	1,535,700
Intergovernmental	1,265,635	1,428,658	1,215,000	1,225,106	1,230,000
Charges for Services	2,769,011	4,839,921	9,405,512	5,794,116	6,474,900
Other Revenue	<u>190,256</u>	<u>4,626,508</u>	<u>96,000</u>	<u>128,748</u>	<u>121,700</u>
Total Revenues	38,353,900	47,189,082	46,255,512	41,685,022	42,597,000
Other Sources:					
Transfers In	<u>1,060,853</u>	<u>294,899</u>	<u>889,105</u>	<u>626,616</u>	<u>967,885</u>
Total Revenues & Other Sources	39,414,753	47,483,981	47,144,617	42,311,638	43,564,885
Expenditures:					
Legislative:					
City Council	122,183	371,428	324,485	320,882	374,400
Boards & Commissions	96,972	56,506	351,700	246,280	300,500
City Attorney	1,232,396	1,449,732	1,196,000	1,490,000	1,035,000
City Clerk	434,350	478,216	571,543	433,825	501,300
Elections	-	<u>17,795</u>	<u>8,300</u>	<u>8,300</u>	<u>40,200</u>
Total Legislative	1,885,901	2,373,677	2,452,028	2,499,287	2,251,400
General Government:					
City Manager	753,906	837,954	1,153,544	1,103,818	1,082,900
Administrative Support	329,472	337,971	392,883	371,573	489,000
Communications	1,759	391,029	696,276	566,000	494,450
Human Resources	177,714	272,279	528,792	401,513	508,700
Finance	657,121	1,050,100	1,207,960	1,019,833	1,228,500
Information Technology	1,032,688	824,806	771,115	854,473	1,019,825
Risk Management	<u>111,363</u>	<u>342,485</u>	<u>425,000</u>	<u>333,373</u>	<u>370,000</u>
Total General Government	3,064,023	4,056,624	5,175,570	4,650,583	5,193,375
Public Safety:					
Police	13,246,499	13,491,030	15,415,000	15,453,240	15,790,569
Community Prosecutor	-	<u>84,640</u>	<u>107,000</u>	<u>109,320</u>	<u>118,100</u>
Total Public Safety	13,246,499	13,575,670	15,522,000	15,562,560	15,908,669
Community Development:					
Planning	2,984,000	2,580,208	3,344,580	2,357,685	2,247,600
Building & Safety	2,526,919	2,314,692	2,131,413	1,953,100	1,606,750
Facilities Management	261,403	865,482	1,108,762	1,303,700	1,063,020
Economic Development	279,996	331,461	644,745	380,950	404,700
Housing	-	82,787	443,176	369,672	351,700
Animal Services	443,342	427,843	360,732	482,408	508,400
Code Enforcement	<u>517,353</u>	<u>627,711</u>	<u>580,536</u>	<u>641,100</u>	<u>743,800</u>
Total Community Development	7,013,013	7,230,184	8,613,944	7,488,615	6,925,970
Public Works	1,368,384	2,391,700	7,273,512	3,654,109	5,438,600
Non-Departmental	<u>576,989</u>	<u>286,870</u>	<u>400,045</u>	<u>534,663</u>	<u>472,824</u>
Total Expenditures	27,154,809	29,914,725	39,437,099	34,389,818	36,190,838
Other Uses:					
Transfers Out	1,092,269	1,120,200	1,390,000	1,737,645	875,470
Debt Service (Transition Costs)	474,032	476,639	475,000	475,000	438,100
Revenue Neutrality Payment	<u>7,234,086</u>	<u>5,554,492</u>	<u>5,796,888</u>	<u>5,796,888</u>	<u>6,029,814</u>
Total Other Sources	8,800,387	7,151,331	7,661,888	8,009,533	7,343,384
Total Expenditures & Other Uses	<u>35,955,196</u>	<u>37,066,056</u>	<u>47,098,987</u>	<u>42,399,351</u>	<u>43,534,222</u>
Surplus/(Deficit)	\$ 3,459,557	\$ 10,417,925	\$ 45,630	\$ (87,712)	\$ 30,663
Beginning Fund Balance	11,944,128	15,403,685	25,821,610	25,821,610	25,733,898
Ending Fund Balance	15,403,685	25,821,610	25,867,240	25,733,898	25,764,561
Reserves and Designations:					
Designated for encumbrances	-	3,632,417	-	-	-
Reserved for prepaids	149,746	30,859	-	-	-
Reserved for debt service (Transition)	-	-	438,100	438,100	-
Advances to other funds	2,573,695	3,903,504	4,092,886	4,092,886	5,026,370
Designated for economic uncertainty	-	<u>9,419,717</u>	<u>8,706,844</u>	<u>8,706,844</u>	<u>8,706,844</u>
Total Reserved & Designated	<u>2,723,441</u>	<u>16,986,497</u>	<u>13,237,830</u>	<u>13,237,830</u>	<u>13,733,214</u>
Unreserved Fund Balance	\$ 12,680,244	\$ 8,835,113	\$ 12,629,410	\$ 12,496,067	\$ 12,031,346

GENERAL FUND EXPENDITURE SUMMARY

	FY 2006 Actual	FY 2007 Actual	FY 2008 Budget	FY 2008 Estimated Actual	FY 2009 Adopted
Salaries	\$ 2,090,717	\$ 3,050,817	\$ 6,286,641	\$ 4,285,210	\$ 6,012,200
Benefits	872,709	2,003,628	2,668,553	2,214,790	2,848,300
Operating	23,218,561	24,425,505	29,999,905	27,430,318	27,146,738
Capital Outlay	972,822	434,775	482,000	459,500	183,600
Transition Costs	474,032	476,639	475,000	475,000	438,100
Revenue Neutrality	7,234,086	5,554,492	5,796,888	5,796,888	6,029,814
Transfers Out	1,092,269	1,120,200	1,390,000	1,737,645	875,470
TOTALS	<u>\$ 35,955,196</u>	<u>\$ 37,066,056</u>	<u>\$ 47,098,987</u>	<u>\$ 42,399,351</u>	<u>\$ 43,534,222</u>



FUND SUMMARIES

Fund Description	Beginning Balance July 1, 2007	FY 07/08 Estimated Revenues	FY 07/08 Estimated Expenditures	FY 07/08 Transfers In/(Out) Net	Estimated Fund Balance June 30, 2008
General Fund	\$ 25,821,610	\$ 41,685,022	\$ 40,661,706	\$ (1,111,029)	\$ 25,733,898
Special Revenue Funds:					
Gas Tax	2,528,583	1,430,500	-	(892,000)	3,067,083
Measure A	(478,494)	3,237,589	1,284,295	(1,474,800)	-
Street Trench	15,708	58,000	-	-	73,708
Mather Field	(152,866)	-	-	152,866	-
Proposition 42	484,905	14,000	-	(466,860)	32,045
Roadway Improvement	-	1,006,370	-	4,419,000	5,425,370
Storm Water Utility	-	300,000	-	-	300,000
Rental Code Compliance	-	72,000	33,160	(38,840)	-
Very Low Income Housing	282,223	305,475	4,051	-	583,647
CDBG	(215,859)	911,050	426,950	(267,100)	1,141
Asset Forfeiture	34,074	18,400	24,562	-	27,912
Environmental Impact Fee	5,819	-	-	-	5,819
Landscape & Lighting 2005-1	400,515	96,230	79,445	-	417,300
Road Maintenance	86,288	302,900	69,100	-	320,088
Transit Related Services	16,599	753,725	45,500	(32,700)	692,124
General Plan Impact	(1,767,570)	71,000	322,200	251,200	(1,767,570)
Park Renovation Fees	2,003,835	163,000	-	-	2,166,835
Capital Village Park Development Fee	993,683	102,000	-	-	1,095,683
Sunrise-Douglas Impact	23,503,802	3,139,500	8,234,685	(1,781,200)	16,627,417
Villages of Zinfandel Impact	740,994	32,285	1,600	(327,900)	443,779
Traffic Mitigation Impact	14,775,924	4,450,255	528,025	(6,685,116)	12,013,038
Community Facilities Fees	6,063,584	879,133	-	(1,283,694)	5,659,023
State Grants	536,729	1,677,589	217,716	(1,387,571)	609,031
Federal Grants	167,310	1,141,617	299,702	(775,600)	233,625
Other Grant	(177,000)	177,000	-	-	-
Redevelopment Agency	(1,316,515)	1,850,000	2,893,800	-	(2,360,315)
Total Special Revenue Funds	<u>48,532,271</u>	<u>22,189,617</u>	<u>14,464,792</u>	<u>(10,590,315)</u>	<u>45,666,782</u>
Capital Projects Funds					
Public Works Capital Projects	(1,230,432)	-	6,596,798	9,579,080	1,751,850
Total Capital Projects Funds	<u>(1,230,432)</u>	<u>-</u>	<u>6,596,798</u>	<u>9,579,080</u>	<u>1,751,850</u>
Debt Service Funds:					
City Hall COP	2,436,171	-	1,328,924	1,328,924	2,436,171
City Operations Facility COP	-	-	539,100	539,100	-
Total Debt Service Funds	<u>2,436,171</u>	<u>-</u>	<u>1,868,024</u>	<u>1,868,024</u>	<u>2,436,171</u>
Enterprise Funds:					
Kilgore Cemetery	197,183	135	39,230	(43,760)	114,328
Total Enterprise Funds	<u>197,183</u>	<u>135</u>	<u>39,230</u>	<u>(43,760)</u>	<u>114,328</u>
Internal Service Funds:					
Insurance Fund	97,819	-	-	400,000	497,819
Vehicle & Equipment Replacement Fund	333,500	-	-	-	333,500
Technology Enhancement & Repl. Fund	453,750	-	-	(12,000)	441,750
Total Internal Service Funds	<u>885,069</u>	<u>-</u>	<u>-</u>	<u>388,000</u>	<u>1,273,069</u>
Agency Funds:					
CFD 2003-1 Sunridge Anatolia	6,766,173	3,394,579	2,198,325	(50,000)	7,912,427
CFD 2004-1 Sunridge Park	3,122,783	1,275,400	409,000	(40,000)	3,949,183
CFD 2005-1 Sunridge North Douglas	36,138	-	-	-	36,138
Centex CFD	100,211	-	-	-	100,211
City Landscape CFD	(3,656)	11,940	6,600	-	1,684
Cap Village Landscape CFD	10,697	-	-	-	10,697
Total Agency Funds	<u>10,032,346</u>	<u>4,681,920</u>	<u>2,613,925</u>	<u>(90,000)</u>	<u>12,010,341</u>
Total - All City Funds	<u>\$ 86,674,218</u>	<u>\$ 68,556,694</u>	<u>\$ 66,244,475</u>	<u>\$ -</u>	<u>\$ 88,986,437</u>

FUND SUMMARIES (CONT.)

Fund Description	Beginning Balance July 1, 2008	FY 08/09 Budgeted Revenues	FY 08/09 Budgeted Expenditures	FY 08/09 Budgeted Transfers In/(Out) Net	Estimated Fund Balance June 30, 2009
General Fund	\$ 25,733,898	\$ 42,597,000	\$ 42,658,752	\$ 92,415	\$ 25,764,561
Special Revenue Funds:					
Gas Tax	3,067,083	1,291,000	15,000	(4,118,500)	224,583
Measure A	-	13,424,820	1,088,720	(12,336,100)	-
Street Trench	73,708	15,000	-	-	88,708
Mather Field	-	-	-	-	-
Proposition 42	32,045	570,500	-	(568,600)	33,945
Transportation Development Act	-	248,000	-	(245,000)	3,000
Roadway Improvement	5,425,370	850,000	-	(949,900)	5,325,470
Storm Water Utility	300,000	726,700	656,000	(366,000)	4,700
Rental Code Compliance	-	70,000	-	(70,000)	-
Very Low Income Housing	583,647	178,648	212,500	(14,100)	535,695
CDBG	1,141	1,048,805	245,205	(684,100)	120,641
Asset Forfeiture	27,912	13,000	13,000	-	27,912
Environmental Impact Fee	5,819	-	-	-	5,819
Landscape & Lighting 2005-1	417,300	93,000	99,400	-	410,900
Road Maintenance	320,088	393,000	509,300	-	203,788
Transit Related Services	692,124	462,000	122,500	(303,000)	728,624
General Plan Impact	(1,767,570)	114,000	240,570	126,570	(1,767,570)
Park Renovation Fees	2,166,835	95,000	-	(155,600)	2,106,235
Capital Village Park Development Fee	1,095,683	-	-	-	1,095,683
Sunrise-Douglas Impact	16,627,417	2,065,300	971,900	(4,222,400)	13,498,417
Villages of Zinfandel Impact	443,779	16,425	6,400	(220,000)	233,804
Traffic Mitigation Impact	12,013,038	1,736,000	1,197,500	(18,684,000)	(6,132,462)
Community Facilities Fees	5,659,023	838,700	715,000	(1,449,330)	4,333,393
State Grants	609,031	1,696,280	222,761	(1,569,585)	512,964
Federal Grants	233,625	12,171,735	223,000	(10,158,735)	2,023,625
Redevelopment Agency	(2,360,315)	1,885,000	1,754,400	(1,112,000)	(3,341,715)
Total Special Revenue Funds	<u>45,666,782</u>	<u>40,002,913</u>	<u>8,293,156</u>	<u>(57,100,380)</u>	<u>20,276,159</u>
Capital Projects Funds					
Public Works Capital Projects	1,751,850	-	31,461,000	56,343,135	26,633,985
Total Capital Projects Funds	<u>1,751,850</u>	<u>-</u>	<u>31,461,000</u>	<u>56,343,135</u>	<u>26,633,985</u>
Debt Service Funds:					
City Hall COP	2,436,171	-	1,333,170	1,333,170	2,436,171
City Operations Facility COP	-	-	615,060	615,060	-
Total Debt Service Funds	<u>2,436,171</u>	<u>-</u>	<u>1,948,230</u>	<u>1,948,230</u>	<u>2,436,171</u>
Enterprise Funds:					
Kilgore Cemetery	114,328	340,000	112,500	(211,500)	130,328
Total Enterprise Funds	<u>114,328</u>	<u>340,000</u>	<u>112,500</u>	<u>(211,500)</u>	<u>130,328</u>
Internal Service Funds:					
Insurance Fund	497,819	-	-	10,000	507,819
Vehicle & Equipment Replacement Fund	333,500	-	-	10,000	343,500
Technology Enhancement & Repl. Fund	441,750	-	-	(121,100)	320,650
Total Internal Service Funds	<u>1,273,069</u>	<u>-</u>	<u>-</u>	<u>(101,100)</u>	<u>1,171,969</u>
Agency Funds:					
CFD 2003-1 Sunridge Anatolia	7,912,427	3,665,000	3,625,000	(930,800)	7,021,627
CFD 2004-1 Sunridge Park	3,949,183	1,188,000	1,188,000	(40,000)	3,909,183
CFD 2005-1 Sunridge North Douglas	36,138	-	-	-	36,138
Centex CFD	100,211	-	-	-	100,211
City Landscape CFD	1,684	16,000	15,000	-	2,684
Cap Village Landscape CFD	10,697	-	-	-	10,697
Total Agency Funds	<u>12,010,341</u>	<u>4,869,000</u>	<u>4,828,000</u>	<u>(970,800)</u>	<u>11,080,541</u>
Total - All City Funds	<u>\$ 88,986,438</u>	<u>\$ 87,808,913</u>	<u>\$ 89,301,638</u>	<u>\$ -</u>	<u>\$ 87,493,713</u>

GENERAL FUND REVENUE DETAIL

Description	2006 Actual	2007 Actual	2008 Budget	2008 Estimated Actual	FY 2009 Adopted
Property Taxes - Secured - Current	\$ 6,114,221	\$ 7,080,703	\$ 7,920,000	\$ 7,920,000	\$ 7,970,000
Property Taxes - Unsecured - Current	257,984	276,907	275,000	390,000	390,000
Property Taxes - Supplemental	1,162,403	830,816	300,000	320,000	300,000
Property Taxes - Secured/Unsecured - Prior	121,395	163,515	80,000	365,000	150,000
Property Taxes - Motor Vehicle In-Lieu	4,518,669	4,482,885	5,020,000	5,115,000	5,186,000
Sub-Total Property Taxes	12,174,672	12,834,826	13,595,000	14,110,000	13,996,000
Sales Tax	8,242,181	7,165,361	7,780,000	7,195,683	7,248,750
Sales Tax in Lieu	2,176,137	2,930,356	2,590,000	2,228,445	2,416,250
Sub-Total Sales Tax	10,418,318	10,095,717	10,370,000	9,424,128	9,665,000
Transient Occupancy Tax	2,581,424	2,528,209	2,510,000	2,277,865	2,300,000
Utility Users Taxes	1,721,736	2,236,886	1,810,000	2,030,000	2,000,000
Homeowners' Subventions	6,357	63,168	7,000	65,000	65,000
Police Tax	199,711	485,425	662,000	635,000	750,000
Property Transfer	776,568	479,885	450,000	250,000	250,000
Sub-Total Other Taxes	5,285,796	5,793,573	5,439,000	5,257,865	5,365,000
Sub-total All Taxes	27,878,786	28,724,116	29,404,000	28,791,993	29,026,000
Metro Cable Franchise Fee	258,249	256,313	225,000	250,000	250,000
Residential Waste Franchise Fee	266,214	379,436	410,000	414,000	414,000
Commercial Waste Franchise Fee	373,960	354,955	400,000	400,000	320,000
PG&E Franchise Fee	68,474	74,956	71,000	71,000	74,000
Other Franchise Fee	14,621	-	26,000	103,740	20,800
Sub-Total Franchise Fees	981,518	1,065,660	1,132,000	1,238,740	1,078,800
Animal Licenses	23,906	41,502	37,000	37,000	37,000
Alarm Permits	25,500	35,075	25,000	25,000	40,000
General Business License	73,119	177,736	165,000	180,780	190,000
Special Business License	14,484	19,057	15,000	19,507	22,000
Employee Permits	6,876	4,878	5,000	5,052	5,100
Special Events	1,000	-	-	-	-
Licenses - Other	7,302	5,640	3,000	3,180	3,200
Building Permits	3,894,055	3,197,155	2,420,000	1,800,000	1,900,000
Engineering Permits	-	12,250	15,000	20,000	20,000
Other Permits	4,916	26,907	15,000	21,500	9,100
General Plan Fees	-	-	108,000	-	-
Planning Fees	3,300	2,403	-	1,200	2,000
Housing Stock Fee	-	55,275	15,000	-	-
City Hall Rental Fees	13,008	54,330	80,000	60,000	75,000
Street Sweeping Fees	137,028	156,719	150,000	165,000	156,000
Passports	1,870	40,567	33,000	20,000	25,000
Vacation of Public Easement Fee	-	850	-	-	-
Other Fees	843	15,837	300,000	-	-
Sub-total Licenses/Permits/Fees	4,207,207	3,846,181	3,386,000	2,358,219	2,484,400
Traffic Citations	219,944	153,665	156,000	245,000	245,000
Criminal Fines	19,524	1,674	1,000	1,500	1,500
Parking Fines	160,237	221,380	180,000	180,000	180,000
False Alarm Fines	37,425	66,015	55,000	80,000	80,000
Code Enforcement Fines	8,220	4,188	15,000	-	3,000
Other Fines	8,849	107,224	15,000	140,000	136,000
Sub-total Fines & Forfeitures	454,199	554,146	422,000	646,500	645,500
Real Property Leases	176,550	1,092,361	645,000	718,600	950,700
LAIF Investment Earnings	260,643	148,217	180,000	175,000	100,000
CAMP Investment Earnings	70,604	571,533	170,000	193,000	100,000
MBIA Investment Earnings	82,664	118,855	110,000	150,000	100,000
Other Investment Earnings	21,121	145,695	90,000	265,000	285,000
Gain on Sale of Investments	-	(17,434)	-	-	-
Unrealized Gain on Investments	-	40,368	-	-	-
Unearned GASB Adjustments	(4,294)	4,297	-	-	-
Sub-total Use of Money & Property	607,288	2,103,892	1,195,000	1,501,600	1,535,700

GENERAL FUND REVENUE DETAIL (CONT.)

Description	2006 Actual	2007 Actual	2008 Budget	2008 Estimated Actual	FY 2009 Proposed
Intergovernmental Other Receipts	-	219,222	-	(30,263)	-
Mandated Cost Recovery	23,246	11,249	15,000	25,000	-
MVLF Direct Payments	362,395	317,728	330,000	360,000	360,000
MVLF Bump	879,994	880,459	870,000	870,000	870,000
Pass Throughs	-	-	-	369	-
Sub-total Inter/Intra Governmental	1,265,635	1,428,658	1,215,000	1,225,106	1,230,000
CFD Administration Services Cost Recovery	-	70,378	80,000	427,251	-
Legal Cost Recovery	506,122	579,129	550,000	660,000	350,000
Planning Cost Recovery	1,963,102	1,585,453	2,200,000	1,546,300	1,444,000
Workers' Compensation Cost Recovery	55,361	27,624	24,000	46,198	25,000
Administrative Cost Recovery	241,304	417,175	368,000	-	-
Public Works Cost Recovery	3,120	1,092,091	6,183,512	1,205,661	2,000,000
Other Cost Recovery	2	6,523	-	410	113,600
Cost Recovery Labor	-	485,990	-	687,185	1,448,300
Overhead	-	575,558	-	1,221,112	1,094,000
Sub-total Cost Recovery	2,769,011	4,839,921	9,405,512	5,794,116	6,474,900
Police Reports	12,761	19,630	12,000	20,000	20,000
Police - Restitution	-	45	-	-	-
Police - Towing Administration	92,480	76,725	84,000	84,000	85,000
Police - Towing Rotational	-	-	-	19,413	15,000
Police - Towing Other	1,026	18,633	-	-	-
Other Charges for Services	1,408	334	-	60	-
Miscellaneous Revenue Other	80,981	4,511,130	-	5,275	1,700
Cash Short/Over	-	11	-	-	-
Donations	1,600	-	-	-	-
Sub-total Other Revenues	190,256	4,626,508	96,000	128,748	121,700
Transfers In					
Community Facilities	50,000	775	224,510	105,000	220,000
Park Renovation	65,779	311	-	-	-
SD Impact Fee	10,000	69,001	-	-	-
Traffic Mitigation Administrative	10,000	18,542	-	-	-
VOZ Administrative	1,000	2,282	-	-	-
Gas Tax	129,000	-	-	-	-
Measure A	149,000	17,944	-	-	-
Federal Grant (Weed n Seed)	99,776	-	76,869	-	-
State Grant (OTS)	274,467	-	297,426	57,676	66,185
CFD Administration	-	-	95,000	90,000	90,000
CFD 2003-1 Administrative Fee	125,451	-	-	-	-
CFD 2004-1 Administrative Fee	26,380	-	-	-	-
Traffic Impact	120,000	134,742	-	-	-
Mather Field Impact Fee	-	1,023	-	-	-
Very Low Income Hsg Fund	-	-	7,500	-	14,100
Special Districts	-	32,129	-	-	-
Kilgore Cemetery	-	18,150	-	-	-
Rental Code Compliance Program	-	-	-	38,840	70,000
CDBG	-	-	187,800	223,100	264,500
Technology Internal Service Fund	-	-	-	112,000	131,100
Redevelopment Agency	-	-	-	-	112,000
Sub-total Transfers In	1,060,853	294,899	889,105	626,616	967,885
TOTAL GENERAL FUND	\$ 39,414,753	\$ 47,483,981	\$ 47,144,617	\$ 42,311,638	\$ 43,564,885

SPECIAL REVENUE FUNDS—REVENUE DETAILS

	FY 2006 Actual	FY 2007 Actual	FY 2008 Budget	FY 2008 Estimated Actual	FY 2009 Adopted
Gas Tax					
Intergovernmental	\$ 1,330,465	\$ 1,331,504	\$ 1,320,500	\$ 1,320,500	\$ 1,280,500
Interest	64,678	151,659	28,010	110,000	10,500
Total	<u>\$ 1,395,143</u>	<u>\$ 1,483,163</u>	<u>\$ 1,348,510</u>	<u>\$ 1,430,500</u>	<u>\$ 1,291,000</u>
Measure A					
Intergovernmental	\$ 1,483,146	\$ 3,289,817	\$ 3,009,309	\$ 3,237,589	\$ 13,424,820
Interest	-	-	-	-	-
Transfer In	-	-	-	-	-
Total	<u>\$ 1,483,146</u>	<u>\$ 3,289,817</u>	<u>\$ 3,009,309</u>	<u>\$ 3,237,589</u>	<u>\$ 13,424,820</u>
Street Trench					
Licenses/Permits/Fees	\$ -	\$ 15,708	\$ 5,050	\$ 58,000	\$ 15,000
Interest	-	-	-	-	-
Total	<u>\$ -</u>	<u>\$ 15,708</u>	<u>\$ 5,050</u>	<u>\$ 58,000</u>	<u>\$ 15,000</u>
Mather Field					
Transfer from Sac. County	\$ -	\$ -	\$ -	\$ -	\$ -
Interest	-	-	-	-	-
Transfer In	-	-	-	343,316	489,700
Total	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ 343,316</u>	<u>\$ 489,700</u>
Proposition 42					
Intergovernmental	\$ 319,986	\$ 531,230	\$ -	\$ -	\$ 568,500
Interest	4,285	29,404	4,000	14,000	2,000
Total	<u>\$ 324,271</u>	<u>\$ 560,634</u>	<u>\$ 4,000</u>	<u>\$ 14,000</u>	<u>\$ 570,500</u>
Transportation Development Act					
Intergovernmental	\$ -	\$ -	\$ -	\$ -	\$ 248,000
Interest	-	-	-	-	-
Total	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ 248,000</u>
Roadway Improvement Fund					
Intergovernmental	\$ -	\$ -	\$ -	\$ 949,875	\$ 850,000
Licenses/Permits/Fees	-	-	-	56,495	-
Transfer In	-	-	-	4,419,000	-
Total	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ 5,425,370</u>	<u>\$ 850,000</u>
Storm Water Utility Tax Fund					
Transfer from Sac. County	\$ -	\$ -	\$ -	\$ 300,000	\$ 726,700
Transfer In	-	-	-	-	-
Total	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ 300,000</u>	<u>\$ 726,700</u>
Rental Code Compliance Program					
Licenses/Permits/Fees	\$ -	\$ -	\$ -	\$ 72,000	\$ 70,000
Interest	-	-	-	-	-
Total	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ 72,000</u>	<u>\$ 70,000</u>
Very Low Income Housing					
Licenses/Permits/Fees	\$ 74,155	\$ 45,061	\$ -	\$ 305,475	\$ 178,648
Interest	4,171	9,016	-	-	-
Total	<u>\$ 78,326</u>	<u>\$ 54,077</u>	<u>\$ -</u>	<u>\$ 305,475</u>	<u>\$ 178,648</u>

SPECIAL REVENUE FUNDS—REVENUE DETAILS (CONT.)

	FY 2006 Actual	FY 2007 Actual	FY 2008 Budget	FY 2008 Estimated Actual	FY 2009 Adopted
CDBG					
Intergovernmental	\$ 169,385	\$ 181,662	\$ 702,906	\$ 911,050	\$ 1,048,805
Interest	-	-	-	-	-
Total	<u>\$ 169,385</u>	<u>\$ 181,662</u>	<u>\$ 702,906</u>	<u>\$ 911,050</u>	<u>\$ 1,048,805</u>
Asset Forfeiture					
Fines and Forfeitures	\$ 10,547	\$ 12,932	\$ 10,000	\$ 18,400	\$ 13,000
Interest	370	911	-	-	-
Total	<u>\$ 10,917</u>	<u>\$ 13,843</u>	<u>\$ 10,000</u>	<u>\$ 18,400</u>	<u>\$ 13,000</u>
Environmental Mitigation					
Taxes	\$ -	\$ -	\$ -	\$ -	\$ -
Interest	11,326	16,849	-	-	-
Total	<u>\$ 11,326</u>	<u>\$ 16,849</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>
Landscape & Lighting 2005-1					
Taxes	\$ 83,204	\$ 84,370	\$ 83,887	\$ 83,880	\$ 92,000
Intergovernmental	331,134	20,518	-	-	-
Licenses/Permits/Fees	-	-	-	-	-
Interest	1,467	13,811	2,000	12,350	1,000
Total	<u>\$ 415,805</u>	<u>\$ 118,699</u>	<u>\$ 85,887</u>	<u>\$ 96,230</u>	<u>\$ 93,000</u>
Road Maintenance Fund					
Taxes	\$ -	\$ 108,128	\$ 150,000	\$ 300,000	\$ 390,000
Licenses/Permits/Fees	50,238	-	-	-	-
Interest	269	1,499	9,000	2,900	3,000
Total	<u>\$ 50,507</u>	<u>\$ 109,627</u>	<u>\$ 159,000</u>	<u>\$ 302,900</u>	<u>\$ 393,000</u>
Transit-Related Services (Zone 1)					
Taxes	\$ -	\$ -	\$ 419,179	\$ -	\$ 81,000
Transfer from Sac. County	-	-	-	151,100	-
Licenses/Permits/Fees	-	-	-	-	-
Interest	-	-	11,500	-	3,000
Transfer In	-	-	-	11,400	-
Total	<u>\$ -</u>	<u>\$ -</u>	<u>\$ 430,679</u>	<u>\$ 162,500</u>	<u>\$ 84,000</u>
Transit Related Services (Zone 2)					
Taxes	\$ -	\$ -	\$ -	\$ -	\$ 348,000
Transfer from Sac. County	-	-	-	566,300	-
Licenses/Permits/Fees	-	-	-	-	-
Interest	-	-	-	-	10,000
Total	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ 566,300</u>	<u>\$ 358,000</u>
Transit Related Services (Zone 3)					
Taxes	\$ -	\$ -	\$ 16,000	\$ 17,425	\$ 20,000
Licenses/Permits/Fees	18,900	-	-	18,900	-
Interest	352	547	-	-	-
Total	<u>\$ 19,252</u>	<u>\$ 547</u>	<u>\$ 16,000</u>	<u>\$ 36,325</u>	<u>\$ 20,000</u>
General Plan Impact Fee					
Taxes	\$ -	\$ -	\$ -	\$ -	\$ -
Licenses/Permits/Fees	206,592	155,158	-	71,000	114,000
Interest	-	2,684	-	-	-
Transfer In	-	2,684	-	251,200	126,570
Total	<u>\$ 206,592</u>	<u>\$ 160,526</u>	<u>\$ -</u>	<u>\$ 322,200</u>	<u>\$ 240,570</u>

SPECIAL REVENUE FUNDS—REVENUE DETAILS (CONT.)

	FY 2006 Actual	FY 2007 Actual	FY 2008 Budget	FY 2008 Estimated Actual	FY 2009 Adopted
Park Renovation Fund					
Taxes	\$ -	\$ -	\$ -	\$ -	\$ -
Licenses/Permits/Fees	805,857	596,467	500,000	95,000	95,000
Interest	23,900	60,703	-	68,000	-
Total	<u>\$ 829,757</u>	<u>\$ 657,170</u>	<u>\$ 500,000</u>	<u>\$ 163,000</u>	<u>\$ 95,000</u>
Capital Village Park Development Fee					
Taxes	\$ -	\$ -	\$ -	\$ -	\$ -
Licenses/Permits/Fees	-	977,565	-	63,000	-
Interest	-	16,118	-	39,000	-
Total	<u>\$ -</u>	<u>\$ 993,683</u>	<u>\$ -</u>	<u>\$ 102,000</u>	<u>\$ -</u>
Sunrise/Douglas Impact					
Taxes	\$ -	\$ -	\$ -	\$ -	\$ -
Licenses/Permits/Fees	18,945,145	9,479,048	7,750,000	2,477,800	1,905,000
Interest	272,571	695,972	103,500	661,700	160,300
Total	<u>\$ 19,217,716</u>	<u>\$ 10,175,020</u>	<u>\$ 7,853,500</u>	<u>\$ 3,139,500</u>	<u>\$ 2,065,300</u>
Villages of Zinfandel Impact					
Licenses/Permits/Fees	\$ 269,873	\$ 379,847	\$ 10,500	\$ 7,240	\$ 6,300
Interest	9,045	24,791	6,200	25,045	10,125
Total	<u>\$ 278,918</u>	<u>\$ 404,638</u>	<u>\$ 16,700</u>	<u>\$ 32,285</u>	<u>\$ 16,425</u>
Traffic Mitigation Impact					
Licenses/Permits/Fees	\$ 7,491,381	\$ 7,765,808	\$ 3,229,910	\$ 3,711,755	\$ 1,583,000
Transfer from Sac. County	3,082,100	-	-	-	-
Charges for Services	-	1,000,000	-	-	-
Interest	210,160	693,730	3,000	738,500	153,000
Total	<u>\$ 10,783,641</u>	<u>\$ 9,459,538</u>	<u>\$ 3,232,910</u>	<u>\$ 4,450,255</u>	<u>\$ 1,736,000</u>
Community Facilities Fees					
Licenses/Permits/Fees	\$ 3,299,227	\$ 2,228,070	\$ 1,836,065	\$ 879,133	\$ 838,700
Interest	93,491	183,306	7,500	-	-
Total	<u>\$ 3,392,718</u>	<u>\$ 2,411,376</u>	<u>\$ 1,843,565</u>	<u>\$ 879,133</u>	<u>\$ 838,700</u>
State Grants					
Intergovernmental	\$ 452,376	\$ 1,008,286	\$ 1,259,938	\$ 1,677,589	\$ 1,696,280
Interest	250	-	-	-	-
Transfer In	-	-	-	13,015	-
Total	<u>\$ 452,626</u>	<u>\$ 1,008,286</u>	<u>\$ 1,259,938</u>	<u>\$ 1,690,604</u>	<u>\$ 1,696,280</u>
Federal Grants					
Intergovernmental	\$ 12,962	\$ 2,700,841	\$ 1,265,719	\$ 1,141,617	\$ 12,171,735
Interest	-	28,125	-	-	-
Total	<u>\$ 12,962</u>	<u>\$ 2,728,966</u>	<u>\$ 1,265,719</u>	<u>\$ 1,141,617</u>	<u>\$ 12,171,735</u>
Other Grants					
Intergovernmental	\$ -	\$ -	\$ -	\$ 177,000	\$ -
Interest	-	-	-	-	-
Total	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ 177,000</u>	<u>\$ -</u>

SPECIAL REVENUE FUNDS—REVENUE DETAILS (CONT.)

	FY 2006 Actual	FY 2007 Actual	FY 2008 Budget	FY 2008 Estimated Actual	FY 2009 Adopted
Redevelopment Agency					
Taxes	\$ -	\$ -	\$ 1,797,400	\$ 1,850,000	\$ 1,885,000
Intergovernmental	46,916	-	-	-	-
Interest	-	-	-	-	-
Transfer in	458,141	-	360,000	1,850,000	1,620,000
Total	<u>\$ 505,057</u>	<u>\$ -</u>	<u>\$ 2,157,400</u>	<u>\$ 3,700,000</u>	<u>\$ 3,505,000</u>
TOTAL SPECIAL REVENUES					
Taxes	\$ 83,204	\$ 192,498	\$ 2,466,466	\$ 2,251,305	\$ 2,816,000
Licenses/Permits/Fees	31,161,368	21,642,732	13,331,525	7,815,797	4,805,648
Intergovernmental	4,146,370	9,063,858	7,558,372	9,415,220	31,288,640
Fines and Forfeitures	10,547	12,932	10,000	18,400	13,000
Charges for Services	-	1,000,000	-	-	-
Interest	696,335	1,929,125	174,710	1,671,495	352,925
Transfer from Sac. County	3,082,100	-	-	1,017,400	726,700
Transfer In	458,141	2,684	360,000	6,887,931	2,236,270
TOTAL	<u>\$ 39,638,065</u>	<u>\$ 33,843,829</u>	<u>\$ 23,901,073</u>	<u>\$ 29,077,548</u>	<u>\$ 42,239,183</u>

CAPITAL PROJECTS FUNDS—REVENUE DETAILS

	FY 2006 Actual	FY 2007 Actual	FY 2008 Budget	FY 2008 Estimated Actual	FY 2009 Adopted
City Hall Capital Project					
Interest	\$ -	\$ -	\$ -	\$ -	\$ -
Lease Revenue	-	-	-	-	-
Other Revenues	-	-	-	-	-
Transfers In	-	7,613,158	-	-	-
Total	\$ -	\$ 7,613,158	\$ -	\$ -	\$ -
Public Works Capital Projects					
Other Revenues	\$ -	\$ 293,094	\$ -	\$ -	\$ -
Transfers In:					
General Fund	125,299	-	200,000	284,100	-
Gas Tax	-	-	1,395,500	892,000	4,118,500
Measure A	245,509	4,943,774	2,303,100	1,474,800	12,336,100
Proposition 42	-	400,000	466,862	466,860	568,600
Impact Fees	200	413,730	17,568,596	775,810	6,403,600
CFD 2003-1	-	1,000,000	-	-	880,800
Traffic Impact	-	1,488,079	6,888,000	3,446,540	18,194,300
PW Federal Grants	-	2,155,074	917,588	775,600	10,158,735
PW State Grants	-	346,243	1,483,612	1,342,910	1,503,400
PW Other Grants	-	175,000	-	-	-
Special Districts	-	5,674	365,000	32,700	303,000
CDBG	146,556	123,427	-	44,000	419,600
Kilgore Cemetery	-	-	-	43,760	211,500
Transportation Dev. Act	-	-	340,145	-	245,000
Redevelopment Agency	-	-	-	-	1,000,000
Total Transfers In	517,564	11,051,001	31,928,403	9,579,080	56,343,135
Totals	\$ 517,564	\$ 11,344,095	\$ 31,928,403	\$ 9,579,080	\$ 56,343,135

DEBT SERVICE FUND—REVENUE DETAILS

	FY 2006 Actual	FY 2007 Actual	FY 2008 Budget	FY 2008 Estimated Actual	FY 2009 Adopted
City Hall Certificates of Participation					
Interest	\$ -	\$ -	\$ -	\$ -	\$ -
Debt Proceeds	-	-	-	-	-
Lease Revenue	465,988	-	-	-	-
Other Revenue	-	-	-	-	-
Transfers In	1,279,495	-	-	-	-
Total	<u>\$ 1,745,483</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>
City Hall Refunding Certificates of Participation					
Interest	\$ -	\$ 178,039	\$ -	\$ -	\$ -
Debt Proceeds	-	20,400,000	-	-	-
Other Revenue	-	6,486	-	-	-
Transfers In	-	1,247,635	1,328,922	1,328,924	1,333,170
Total	<u>\$ -</u>	<u>\$ 21,832,160</u>	<u>\$ 1,328,922</u>	<u>\$ 1,328,924</u>	<u>\$ 1,333,170</u>
City Operations Certificates of Participation					
Interest	\$ -	\$ 67,826	\$ -	\$ -	\$ -
Debt Proceeds	6,705,000	-	-	-	-
Lease Revenue	180,789	-	-	-	-
Other Revenue	256	-	-	-	-
Transfers In	1,215,840	503,359	539,058	539,100	615,060
Total	<u>\$ 8,101,885</u>	<u>\$ 571,185</u>	<u>\$ 539,058</u>	<u>\$ 539,100</u>	<u>\$ 615,060</u>
Total Debt Service					
Interest	\$ -	\$ 245,865	\$ -	\$ -	\$ -
Lease Revenue	646,777	-	-	-	-
Other Revenue	256	6,486	-	-	-
Debt Proceeds	6,705,000	20,400,000	-	-	-
Transfers In	2,495,335	1,750,994	1,867,980	1,868,024	1,948,230
Total	<u>\$ 9,847,368</u>	<u>\$ 22,403,345</u>	<u>\$ 1,867,980</u>	<u>\$ 1,868,024</u>	<u>\$ 1,948,230</u>

ENTERPRISE FUNDS—REVENUE DETAILS

	FY 2006 Actual	FY 2007 Actual	FY 2008 Budget	FY 2008 Estimated Actual	FY 2009 Adopted
Kilgore Cemetery					
Interest Earnings	- \$	- \$	- \$	- \$	- \$
Other Revenues	-	225,135	-	135	290,000
Transfers In	-	-	-	-	-
Total	<u>\$ -</u>	<u>\$ 225,135</u>	<u>\$ -</u>	<u>\$ 135</u>	<u>\$ 290,000</u>
Kilgore Cemetery Endowment Care Fund					
Interest Earnings	\$ -	\$ -	\$ -	\$ -	\$ -
Other Revenues	-	185	120	-	50,000
Transfers In	-	-	-	-	-
Total	<u>\$ -</u>	<u>\$ 185</u>	<u>\$ 120</u>	<u>\$ -</u>	<u>\$ 50,000</u>
Total Kilgore Cemetery Funds					
Interest Earnings	\$ -	\$ -	\$ -	\$ -	\$ -
Other Revenues	-	225,320	120	135	340,000
Transfers In	-	-	-	-	-
Total	<u>\$ -</u>	<u>\$ 225,320</u>	<u>\$ 120</u>	<u>\$ 135</u>	<u>\$ 340,000</u>

INTERNAL SERVICE FUNDS—REVENUE DETAILS

	FY 2006 Actual	FY 2007 Actual	FY 2008 Budget	FY 2008 Estimated Actual	FY 2009 Adopted
Insurance Fund					
Interest Earnings	\$ -	\$ -	\$ -	\$ -	\$ -
Refunds/Reimbursements	88,490	-	-	-	-
Transfers In	-	332,950	400,000	400,000	10,000
Total	<u>\$ 88,490</u>	<u>\$ 332,950</u>	<u>\$ 400,000</u>	<u>\$ 400,000</u>	<u>\$ 10,000</u>
Vehicle & Equipment Replacement Fund					
Interest Earnings	\$ -	\$ -	\$ -	\$ -	\$ -
Refunds/Reimbursements	-	-	-	-	-
Transfers In	-	333,500	-	-	10,000
Total	<u>\$ -</u>	<u>\$ 333,500</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ 10,000</u>
Technology Enhancement & Replacement Fund					
Interest Earnings	\$ -	\$ -	\$ -	\$ -	\$ -
Refunds/Reimbursements	-	-	-	-	-
Transfers In	-	453,750	100,000	100,000	10,000
Total	<u>\$ -</u>	<u>\$ 453,750</u>	<u>\$ 100,000</u>	<u>\$ 100,000</u>	<u>\$ 10,000</u>
Total Internal Service Funds					
Interest Earnings	\$ -	\$ -	\$ -	\$ -	\$ -
Refunds/Reimbursements	88,490	-	-	-	-
Transfers In	-	1,120,200	500,000	500,000	30,000
Total	<u>\$ 88,490</u>	<u>\$ 1,120,200</u>	<u>\$ 500,000</u>	<u>\$ 500,000</u>	<u>\$ 30,000</u>

AGENCY FUNDS-REVENUE DETAILS

	FY 2006 Actual	FY 2007 Actual	FY 2008 Budget	FY 2008 Estimated Actual	FY 2009 Adopted
CFD 2003-1 Sunridge Anatolia					
Taxes	\$ 3,698,059	\$ 3,765,671	\$ 2,185,325	\$ 3,316,579	\$ 3,615,000
Interest	146,771	122,461	-	78,000	50,000
Debt Proceeds	-	-	-	-	-
Transfers In	-	-	-	-	-
Total	<u>\$ 3,844,830</u>	<u>\$ 3,888,132</u>	<u>\$ 2,185,325</u>	<u>\$ 3,394,579</u>	<u>\$ 3,665,000</u>
CFD 2004-1 Sunridge Park					
Taxes	\$ 998,142	\$ 1,169,967	\$ -	\$ 1,154,400	\$ 1,125,000
Interest	44,469	57,842	-	121,000	63,000
Debt Proceeds	-	-	-	-	-
Transfers In	-	-	-	-	-
Total	<u>\$ 1,042,611</u>	<u>\$ 1,227,809</u>	<u>\$ -</u>	<u>\$ 1,275,400</u>	<u>\$ 1,188,000</u>
CFD 2005-1 Sunridge North Douglas					
Taxes	\$ -	\$ -	\$ -	\$ -	\$ -
Interest	1,371	2,010	-	-	-
Debt Proceeds	-	-	-	-	-
Transfers In	-	-	-	-	-
Total	<u>\$ 1,371</u>	<u>\$ 2,010</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>
CFD Landscape Maintenance					
Taxes	\$ -	\$ 10,697	\$ -	\$ 11,940	\$ 16,000
Interest	-	-	-	-	-
Debt Proceeds	-	-	-	-	-
Transfers In	-	-	-	-	-
Total	<u>\$ -</u>	<u>\$ 10,697</u>	<u>\$ -</u>	<u>\$ 11,940</u>	<u>\$ 16,000</u>
Total Agency Funds					
Taxes	\$ 4,696,201	\$ 4,946,335	\$ 2,185,325	\$ 4,482,920	\$ 4,756,000
Interest	192,611	182,313	-	199,000	113,000
Debt Proceeds	-	-	-	-	-
Transfers In	-	-	-	-	-
Total	<u>\$ 4,888,812</u>	<u>\$ 5,128,648</u>	<u>\$ 2,185,325</u>	<u>\$ 4,681,920</u>	<u>\$ 4,869,000</u>

GENERAL FUND EXPENDITURE DETAIL

	FY 2006 Actual	FY 2007 Actual	FY 2008 Budget	FY 2008 Est. Actual	FY 2009 Adopted
Legislative:					
City Council	\$ 122,183	\$ 371,428	\$ 324,485	\$ 320,882	\$ 374,400
Boards & Commissions	96,972	56,506	351,700	246,280	300,500
City Attorney	1,232,396	1,449,732	1,196,000	1,490,000	1,035,000
City Clerk	434,350	478,216	571,543	433,825	501,300
Elections	-	17,795	8,300	8,300	40,200
Total Legislative	<u>1,885,901</u>	<u>2,373,677</u>	<u>2,452,028</u>	<u>2,499,287</u>	<u>2,251,400</u>
General Government:					
City Manager	753,906	837,954	1,153,544	1,103,818	1,082,900
Administrative Support	329,472	337,971	392,883	371,573	489,000
Communications	1,759	391,029	696,276	566,000	494,450
Human Resources	177,714	272,279	528,792	401,513	508,700
Finance	657,121	1,050,100	1,207,960	1,019,833	1,228,500
Information Technology	1,032,688	824,806	771,115	854,473	1,019,825
Risk Management	111,363	342,485	425,000	333,373	370,000
Total General Government	<u>3,064,023</u>	<u>4,056,624</u>	<u>5,175,570</u>	<u>4,650,583</u>	<u>5,193,375</u>
Public Safety:					
Police	13,246,499	13,491,030	15,415,000	15,453,240	15,790,569
Community Prosecutor	-	84,640	107,000	109,320	118,100
Total Public Safety	<u>13,246,499</u>	<u>13,575,670</u>	<u>15,522,000</u>	<u>15,562,560</u>	<u>15,908,669</u>
Community Development:					
Planning	2,984,000	2,580,208	3,344,580	2,357,685	2,247,600
Building & Safety	2,526,919	2,314,692	2,131,413	1,953,100	1,606,750
Facilities Management	261,403	865,482	1,108,762	1,303,700	1,063,020
Economic Development	279,996	331,461	644,745	380,950	404,700
Housing	-	82,787	443,176	369,672	351,700
Animal Services	443,342	427,843	360,732	482,408	508,400
Code Enforcement	517,353	627,711	580,536	641,100	743,800
Total Community Development	<u>7,013,013</u>	<u>7,230,184</u>	<u>8,613,944</u>	<u>7,488,615</u>	<u>6,925,970</u>
Public Works	1,368,384	2,391,700	7,273,512	3,654,109	5,438,600
Non-Departmental	576,989	286,870	400,045	534,663	472,824
Total Expenditures	<u>27,154,809</u>	<u>29,914,725</u>	<u>39,437,099</u>	<u>34,389,818</u>	<u>36,190,838</u>
Other Uses:					
Transfers Out	1,092,269	1,120,200	1,390,000	1,737,645	875,470
Debt Service (Transition Costs)	474,032	476,639	475,000	475,000	438,100
Revenue Neutrality Payment	7,234,086	5,554,492	5,796,888	5,796,888	6,029,814
Total Other Uses	<u>8,800,387</u>	<u>7,151,331</u>	<u>7,661,888</u>	<u>8,009,533</u>	<u>7,343,384</u>
Total Expenditures & Other Uses	<u>\$ 35,955,196</u>	<u>\$ 37,066,056</u>	<u>\$ 47,098,987</u>	<u>\$ 42,399,351</u>	<u>\$ 43,534,222</u>

SPECIAL REVENUE FUNDS—EXPENDITURE DETAILS

	FY 2006 Actual	FY 2007 Actual	FY 2008 Budget	FY 2008 Estimated Actual	FY 2009 Adopted
Gas Tax					
Salaries and Benefits	\$ -	\$ -	\$ -	\$ -	\$ -
Operating	9,300	1	-	-	15,000
Capital Outlay	-	-	-	-	-
Transfers Out	179,000	2,557,605	1,395,500	892,000	4,118,500
Total	<u>\$ 188,300</u>	<u>\$ 2,557,606</u>	<u>\$ 1,395,500</u>	<u>\$ 892,000</u>	<u>\$ 4,133,500</u>
Measure A					
Salaries and Benefits	\$ -	\$ -	\$ -	\$ -	\$ -
Operating	1,093,490	1,508,345	1,299,309	1,284,295	1,088,720
Capital Outlay	-	-	-	-	-
Transfers Out	245,509	2,404,113	2,303,100	1,474,800	12,336,100
Total	<u>\$ 1,338,999</u>	<u>\$ 3,912,458</u>	<u>\$ 3,602,409</u>	<u>\$ 2,759,095</u>	<u>\$ 13,424,820</u>
Street Trench					
Salaries and Benefits	\$ -	\$ -	\$ -	\$ -	\$ -
Operating	-	-	-	-	-
Capital Outlay	-	-	-	-	-
Transfers Out	-	-	-	-	-
Total	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>
Mather Field					
Salaries and Benefits	\$ -	\$ -	\$ -	\$ -	\$ -
Operating	-	-	-	-	-
Capital Outlay	-	-	-	-	-
Transfers Out	-	152,865	190,500	190,450	489,700
Total	<u>\$ -</u>	<u>\$ 152,865</u>	<u>\$ 190,500</u>	<u>\$ 190,450</u>	<u>\$ 489,700</u>
Proposition 42					
Salaries and Benefits	\$ -	\$ -	\$ -	\$ -	\$ -
Operating	-	-	-	-	-
Capital Outlay	-	-	-	-	-
Transfers Out	-	400,000	466,862	466,860	568,600
Total	<u>\$ -</u>	<u>\$ 400,000</u>	<u>\$ 466,862</u>	<u>\$ 466,860</u>	<u>\$ 568,600</u>
Transportation Development Act					
Salaries and Benefits	\$ -	\$ -	\$ -	\$ -	\$ -
Operating	150	(150)	-	-	-
Capital Outlay	-	-	-	-	-
Transfers Out	-	-	-	-	245,000
Total	<u>\$ 150</u>	<u>\$ (150)</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ 245,000</u>
Roadway Improvement Fund					
Salaries and Benefits	\$ -	\$ -	\$ -	\$ -	\$ -
Operating	-	-	-	-	-
Capital Outlay	-	-	-	-	-
Transfers Out	-	-	-	-	949,900
Total	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ 949,900</u>

SPECIAL REVENUE FUNDS– EXPENDITURE DETAILS (CONT.)

	FY 2006 Actual	FY 2007 Actual	FY 2008 Budget	FY 2008 Estimated Actual	FY 2009 Adopted
Storm Water Utility Tax Fund					
Salaries and Benefits	\$ -	\$ -	\$ -	\$ -	\$ -
Operating	-	-	-	-	656,000
Capital Outlay	-	-	-	-	-
Transfers Out	-	-	-	-	366,000
Total	\$ -	\$ -	\$ -	\$ -	\$ 1,022,000
Rental Code Compliance Program					
Salaries and Benefits	\$ -	\$ -	\$ -	\$ -	\$ -
Operating	-	-	33,160	33,160	-
Capital Outlay	-	-	-	-	-
Transfers Out	-	-	38,840	38,840	70,000
Total	\$ -	\$ -	\$ 72,000	\$ 72,000	\$ 70,000
Very Low Income Housing					
Salaries and Benefits	\$ -	\$ -	\$ -	\$ -	\$ 7,000
Operating	-	-	-	4,051	155,500
Capital Outlay	-	-	-	-	50,000
Transfers Out	-	-	7,500	-	14,100
Total	\$ -	\$ -	\$ 7,500	\$ 4,051	\$ 226,600
CDBG					
Salaries and Benefits	\$ -	\$ -	\$ -	\$ -	\$ -
Operating	52,198	244,725	706,256	426,950	209,905
Capital Outlay	-	-	-	-	35,300
Transfers Out	146,556	123,427	187,800	267,100	684,100
Total	\$ 198,754	\$ 368,152	\$ 894,056	\$ 694,050	\$ 929,305
Asset Forfeiture					
Salaries and Benefits	\$ -	\$ -	\$ -	\$ -	\$ -
Operating	-	-	24,600	24,562	13,000
Capital Outlay	-	-	-	-	-
Transfers Out	-	-	-	-	-
Total	\$ -	\$ -	\$ 24,600	\$ 24,562	\$ 13,000
Environmental Mitigation					
Salaries and Benefits	\$ -	\$ -	\$ -	\$ -	\$ -
Operating	-	628,741	-	-	-
Capital Outlay	-	-	-	-	-
Transfers Out	-	-	-	-	-
Total	\$ -	\$ 628,741	\$ -	\$ -	\$ -
Landscape & Lighting 2005-1					
Salaries and Benefits	\$ -	\$ 1,138	\$ -	\$ -	\$ -
Operating	59,275	36,572	69,500	79,445	99,400
Capital Outlay	-	-	-	-	-
Transfers Out	-	8,593	10,000	-	-
Total	\$ 59,275	\$ 46,303	\$ 79,500	\$ 79,445	\$ 99,400

SPECIAL REVENUE FUNDS– EXPENDITURE DETAILS (CONT.)

	FY 2006 Actual	FY 2007 Actual	FY 2008 Budget	FY 2008 Estimated Actual	FY 2009 Adopted
Road Maintenance Fund					
Salaries and Benefits	\$ -	\$ 310	\$ -	\$ 15,000	\$ -
Operating	42,086	15,148	60,000	54,100	509,300
Capital Outlay	-	-	-	-	-
Transfers Out	-	15,964	10,000	-	-
Total	<u>\$ 42,086</u>	<u>\$ 31,422</u>	<u>\$ 70,000</u>	<u>\$ 69,100</u>	<u>\$ 509,300</u>
Transit Related Services (Zone 1)					
Salaries and Benefits	\$ -	\$ 1,114	\$ -	\$ 18,700	\$ -
Operating	-	4,453	35,000	6,900	47,500
Capital Outlay	-	-	-	-	-
Transfers Out	-	10,356	310,000	-	150,000
Total	<u>\$ -</u>	<u>\$ 15,923</u>	<u>\$ 345,000</u>	<u>\$ 25,600</u>	<u>\$ 197,500</u>
Transit Related Services (Zone 2)					
Salaries and Benefits	\$ -	\$ -	\$ -	\$ -	\$ -
Operating	-	-	6,900	6,900	55,000
Capital Outlay	-	-	-	-	-
Transfers Out	-	-	11,400	11,400	150,000
Total	<u>\$ -</u>	<u>\$ -</u>	<u>\$ 18,300</u>	<u>\$ 18,300</u>	<u>\$ 205,000</u>
Transit Related Services (Zone 3)					
Salaries and Benefits	\$ -	\$ 310	\$ -	\$ 6,300	\$ -
Operating	-	-	10,700	6,700	20,000
Capital Outlay	-	-	-	-	-
Transfers Out	-	2,890	35,000	32,700	3,000
Total	<u>\$ -</u>	<u>\$ 3,200</u>	<u>\$ 45,700</u>	<u>\$ 45,700</u>	<u>\$ 23,000</u>
General Plan Impact Fee					
Salaries and Benefits	\$ -	\$ -	\$ -	\$ -	\$ -
Operating	1,239,159	139,697	322,200	322,200	240,570
Capital Outlay	-	-	-	-	-
Transfers Out	-	-	-	-	-
Total	<u>\$ 1,239,159</u>	<u>\$ 139,697</u>	<u>\$ 322,200</u>	<u>\$ 322,200</u>	<u>\$ 240,570</u>
Park Renovation Fund					
Salaries and Benefits	\$ -	\$ -	\$ -	\$ -	\$ -
Operating	\$ 16,880	\$ 33,608	-	-	-
Capital Outlay	\$ -	\$ -	-	-	-
Transfers Out	\$ -	\$ 311	-	-	155,600
Total	<u>\$ 16,880</u>	<u>\$ 33,919</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ 155,600</u>
Capital Village Park Development Fee					
Salaries and Benefits	\$ -	\$ -	\$ -	\$ -	\$ -
Operating	-	-	-	-	-
Capital Outlay	-	-	-	-	-
Transfers Out	-	-	-	-	-
Total	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>

SPECIAL REVENUE FUNDS– EXPENDITURE DETAILS (CONT.)

	FY 2006 Actual	FY 2007 Actual	FY 2008 Budget	FY 2008 Estimated Actual	FY 2009 Adopted
Sunrise Douglas Impact Fees					
Salaries and Benefits	\$ -	\$ 3,539	\$ -	\$ 137,600	\$ -
Operating	47,669	383,195	5,684,890	5,901,590	971,900
Capital Outlay	13,607,403	2,769,477	-	2,195,495	-
Transfers Out	11,005	201,421	17,568,596	1,781,200	4,222,400
Total	<u>\$ 13,666,077</u>	<u>\$ 3,357,632</u>	<u>\$ 23,253,486</u>	<u>\$ 10,015,885</u>	<u>\$ 5,194,300</u>
Villages of Zinfandel Impact Fees					
Salaries and Benefits	\$ -	\$ 189	\$ -	\$ 1,600	\$ -
Operating	-	-	-	-	6,400
Capital Outlay	-	-	-	-	-
Transfers Out	27,485	131,751	338,000	327,900	220,000
Total	<u>\$ 27,485</u>	<u>\$ 131,940</u>	<u>\$ 338,000</u>	<u>\$ 329,500</u>	<u>\$ 226,400</u>
Traffic Mitigation Impact					
Salaries and Benefits	\$ -	\$ 7,071	\$ -	\$ 234,400	\$ -
Operating	77,480	307,118	-	290,300	1,197,500
Capital Outlay	-	700,405	-	3,325	-
Transfers Out	279,000	2,641,364	6,888,000	6,685,116	18,684,000
Total	<u>\$ 356,480</u>	<u>\$ 3,655,958</u>	<u>\$ 6,888,000</u>	<u>\$ 7,213,141</u>	<u>\$ 19,881,500</u>
Community Facilities Fees					
Salaries and Benefits	\$ -	\$ -	\$ -	\$ -	\$ -
Operating	-	-	-	-	15,000
Capital Outlay	-	-	790,000	-	700,000
Transfers Out	1,501,075	1,751,767	1,742,635	1,283,694	1,449,330
Total	<u>\$ 1,501,075</u>	<u>\$ 1,751,767</u>	<u>\$ 2,532,635</u>	<u>\$ 1,283,694</u>	<u>\$ 2,164,330</u>
State Grants					
Salaries and Benefits	\$ -	\$ -	\$ -	\$ -	\$ -
Operating	49,654	201,340	134,688	114,048	197,566
Capital Outlay	66,979	57,980	-	103,668	25,195
Transfers Out	274,467	346,243	1,483,612	1,400,586	1,569,585
Total	<u>\$ 391,100</u>	<u>\$ 605,563</u>	<u>\$ 1,618,300</u>	<u>\$ 1,618,302</u>	<u>\$ 1,792,346</u>
Federal Grants					
Salaries and Benefits	\$ -	\$ -	\$ -	\$ -	\$ -
Operating	156,543	161,016	200,000	299,702	223,000
Capital Outlay	-	-	-	-	-
Transfers Out	99,776	2,155,074	917,588	775,600	10,158,735
Total	<u>\$ 256,319</u>	<u>\$ 2,316,090</u>	<u>\$ 1,117,588</u>	<u>\$ 1,075,302</u>	<u>\$ 10,381,735</u>
Other Grants					
Salaries and Benefits	\$ -	\$ -	\$ -	\$ -	\$ -
Operating	-	-	-	-	-
Capital Outlay	-	-	-	-	-
Transfers Out	-	177,000	-	-	-
Total	<u>\$ -</u>	<u>\$ 177,000</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>

SPECIAL REVENUE FUNDS– EXPENDITURE SUMMARIES (CONT.)

	FY 2006 Actual	FY 2007 Actual	FY 2008 Budget	FY 2008 Estimated Actual	FY 2009 Adopted
Redevelopment Agency					
Salaries and Benefits	\$ 1,067	\$ 121,899	\$ 173,000	\$ 129,000	\$ 236,700
Operating	740,539	410,137	1,377,500	1,209,800	1,082,700
Debt Service-Principal	-	-	-	-	-
Debt Service-Interest	-	-	-	-	265,000
Capital Outlay	-	-	1,555,000	1,555,000	170,000
Transfers Out	-	-	2,305,000	1,850,000	2,732,000
Total	<u>\$ 741,606</u>	<u>\$ 532,036</u>	<u>\$ 5,410,500</u>	<u>\$ 4,743,800</u>	<u>\$ 4,486,400</u>
TOTAL SPECIAL REVENUES					
Salaries and Benefits	\$ 1,067	\$ 135,570	\$ 173,000	\$ 542,600	\$ 243,700
Operating	3,584,423	4,073,946	9,964,703	10,064,704	6,803,961
Debt Service	-	-	-	-	265,000
Capital Outlay	13,674,382	3,527,862	2,345,000	3,857,488	980,495
Transfers Out	2,763,873	13,080,744	36,209,933	17,478,246	59,336,650
TOTAL	<u>\$ 20,023,745</u>	<u>\$ 20,818,122</u>	<u>\$ 48,692,636</u>	<u>\$ 31,943,038</u>	<u>\$ 67,629,806</u>

CAPITAL PROJECTS FUNDS—EXPENDITURE DETAILS

	FY 2006 Actual	FY 2007 Actual	FY 2008 Budget	FY 2008 Estimated Actual	FY 2009 Adopted
City Hall Capital Project					
Salaries and Benefits	\$ -	\$ -	\$ -	\$ -	\$ -
Operating	-	-	-	-	-
Capital Outlay	7,573,931	-	-	-	-
Transfers Out	-	-	-	-	-
Total	<u>\$ 7,573,931</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>
Public Works Capital Projects					
Capital Projects	\$ 1,862,083	\$ 10,722,208	\$ 30,322,677	\$ 6,596,798	\$ 31,461,000
Transfers Out	-	-	-	-	-
Total	<u>\$ 1,862,083</u>	<u>\$ 10,722,208</u>	<u>\$ 30,322,677</u>	<u>\$ 6,596,798</u>	<u>\$ 31,461,000</u>
Capital Projects Total					
Salaries and Benefits	\$ -	\$ -	\$ -	\$ -	\$ -
Operating	-	-	-	-	-
Capital Outlay	7,573,931	-	-	-	-
Capital Projects	1,862,083	10,722,208	30,322,677	6,596,798	31,461,000
Transfers Out	-	-	-	-	-
Total	<u>\$ 9,436,014</u>	<u>\$ 10,722,208</u>	<u>\$ 30,322,677</u>	<u>\$ 6,596,798</u>	<u>\$ 31,461,000</u>

DEBT SERVICE FUNDS—EXPENDITURE DETAILS

	FY 2006 Actual	FY 2007 Actual	FY 2008 Budget	FY 2008 Estimated Actual	FY 2009 Adopted
City Hall Certificates of Participation					
Debt Service - Principal	\$ 720,000	\$ 380,000	\$ -	\$ -	\$ -
Debt Service - Interest	559,495	896,817	-	-	-
Debt Service - COI	-	-	-	-	-
Other Uses	-	-	-	-	-
Operating	42,355	-	-	-	-
Capital	6,069,016	-	-	-	-
Transfers Out	-	7,613,158	-	-	-
Total	<u>\$ 7,390,866</u>	<u>\$ 8,889,975</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>
City Hall Refunding Certificates of Participation					
Debt Service - Principal	\$ -	\$ -	\$ 330,000	\$ 330,000	\$ 355,000
Debt Service - Interest	-	-	998,922	998,924	978,170
Debt Service - COI	-	498,787	-	-	-
Other Uses	-	19,895,959	-	-	-
Operating	-	943	-	-	-
Capital	-	-	-	-	-
Transfers Out	-	-	-	-	-
Total	<u>\$ -</u>	<u>\$ 20,395,689</u>	<u>\$ 1,328,922</u>	<u>\$ 1,328,924</u>	<u>\$ 1,333,170</u>
City Operations Certificates of Participation					
Debt Service - Principal	\$ -	\$ 240,000	\$ 250,000	\$ 250,000	\$ 340,000
Debt Service - Interest	171,580	276,441	289,058	289,100	275,060
Debt Service - COI	259,415	-	-	-	-
Operating	73,776	2,290	-	-	-
Capital	-	-	-	-	-
Transfers Out	-	-	-	-	-
Total	<u>\$ 504,771</u>	<u>\$ 518,731</u>	<u>\$ 539,058</u>	<u>\$ 539,100</u>	<u>\$ 615,060</u>
Total Debt Service					
Debt Service - Principal	\$ 720,000	\$ 620,000	\$ 580,000	\$ 580,000	\$ 695,000
Debt Service - Interest	731,075	1,173,258	1,287,980	1,288,024	1,253,230
Debt Service - COI	259,415	498,787	-	-	-
Other Uses	-	19,895,959	-	-	-
Operating	116,131	3,233	-	-	-
Capital	6,069,016	-	-	-	-
Transfers Out	-	7,613,158	-	-	-
Total	<u>\$ 7,895,637</u>	<u>\$ 29,804,395</u>	<u>\$ 1,867,980</u>	<u>\$ 1,868,024</u>	<u>\$ 1,948,230</u>

ENTERPRISE FUNDS—EXPENDITURE DETAILS

	FY 2006 Actual	FY 2007 Actual	FY 2008 Budget	FY 2008 Estimated Actual	FY 2009 Adopted
Kilgore Cemetery					
Operating	\$ -	\$ 9,987	\$ -	\$ 39,230	\$ 100,500
Capital Outlay	-	-	-	-	12,000
Transfers Out	-	18,150	83,000	43,760	211,500
Total	\$ -	\$ 28,137	\$ 83,000	\$ 82,990	\$ 324,000
Kilgore Cemetery Endowment Care Fund					
Operating	\$ -	\$ -	\$ -	\$ -	\$ -
Capital Outlay	-	-	-	-	-
Transfers Out	-	-	-	-	-
Total	\$ -	\$ -	\$ -	\$ -	\$ -
Kilgore Cemetery Funds - Total					
Operating	\$ -	\$ 9,987	\$ -	\$ 39,230	\$ 100,500
Capital Outlay	-	-	-	-	12,000
Transfers Out	-	18,150	83,000	43,760	211,500
Total	\$ -	\$ 28,137	\$ 83,000	\$ 82,990	\$ 324,000

INTERNAL SERVICE FUNDS—EXPENDITURE DETAILS

	FY 2006 Actual	FY 2007 Actual	FY 2008 Budget	FY 2008 Estimated Actual	FY 2009 Adopted
Insurance Fund					
Consultants - Other	\$ -	\$ -	\$ -	\$ -	\$ -
Legal	322,103	-	-	-	-
Claims	-	1,518	-	-	-
Insurance	-	-	-	-	-
Transfers Out	-	-	22,000	-	-
Total	\$ 322,103	\$ 1,518	\$ 22,000	\$ -	\$ -
Vehicle & Equipment Replacement Fund					
Equipment	\$ -	\$ -	\$ 120,000	\$ -	\$ -
Capital Outlay	-	-	-	-	-
Transfers Out	-	-	-	-	-
Total	\$ -	\$ -	\$ 120,000	\$ -	\$ -
Technology Enhancement & Replacement Fund					
Equipment	\$ -	\$ -	\$ 290,000	\$ -	\$ -
Capital Outlay	-	-	-	-	-
Transfers Out	-	-	-	112,000	131,100
Total	\$ -	\$ -	\$ 290,000	\$ 112,000	\$ 131,100
Internal Service Funds - Total					
Consultants - Other	\$ -	\$ -	\$ -	\$ -	\$ -
Legal	322,103	-	-	-	-
Claims	-	1,518	-	-	-
Insurance	-	-	-	-	-
Equipment	-	-	410,000	-	-
Capital Outlay	-	-	-	-	-
Transfers Out	-	-	22,000	112,000	131,100
Total	\$ 322,103	\$ 1,518	\$ 432,000	\$ 112,000	\$ 131,100

AGENCY FUNDS-EXPENDITURE DETAILS

	FY 2006 Actual	FY 2007 Actual	FY 2008 Budget	FY 2008 Estimated Actual	FY 2009 Adopted
CFD 2003-1 Sunridge Anatolia					
Operating	\$ 100,803	\$ 132,203	\$ 13,075	\$ 13,000	\$ 76,500
Debt Service - Principal	-	-	-	-	95,000
Debt Service - Interest	1,442,060	2,165,794	2,185,325	2,185,325	3,265,700
Capital	-	12,159,918	-	-	187,800
Transfers Out	125,451	-	50,000	50,000	930,800
	<u>\$ 1,668,314</u>	<u>\$ 14,457,915</u>	<u>\$ 2,248,400</u>	<u>\$ 2,248,325</u>	<u>\$ 4,555,800</u>
CFD 2004-1 Sunridge Park					
Operating	\$ 45,475	\$ 52,394	\$ 39,000	\$ 38,000	\$ 65,200
Debt Service - Principal	-	-	-	-	20,000
Debt Service - Interest	-	-	371,000	371,000	792,700
Capital	-	-	-	-	310,100
Transfers Out	26,380	-	40,000	40,000	40,000
Total	<u>\$ 71,855</u>	<u>\$ 52,394</u>	<u>\$ 450,000</u>	<u>\$ 449,000</u>	<u>\$ 1,228,000</u>
CFD 2005-1 Sunridge North Douglas					
Operating	\$ 38,129	\$ 24,991	\$ -	\$ -	\$ -
Debt Service - Principal	-	-	-	-	-
Debt Service - Interest	-	-	-	-	-
Capital	-	-	-	-	-
Transfers Out	-	-	-	-	-
Total	<u>\$ 38,129</u>	<u>\$ 24,991</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>
CFD Landscape Maintenance					
Operating	\$ -	\$ 815	\$ 6,600	\$ 6,600	\$ 15,000
Debt Service - Principal	-	-	-	-	-
Debt Service - Interest	-	-	-	-	-
Capital	-	-	-	-	-
Transfers Out	-	-	-	-	-
Total	<u>\$ -</u>	<u>\$ 815</u>	<u>\$ 6,600</u>	<u>\$ 6,600</u>	<u>\$ 15,000</u>
Total Agency					
Operating	\$ 184,407	\$ 210,403	\$ 58,675	\$ 57,600	\$ 156,700
Debt Service - Principal	-	-	-	-	115,000
Debt Service - Interest	1,442,060	2,165,794	2,556,325	2,556,325	4,058,400
Capital	-	12,159,918	-	-	497,900
Transfers Out	151,831	-	90,000	90,000	970,800
Total	<u>\$ 1,778,298</u>	<u>\$ 14,536,115</u>	<u>\$ 2,705,000</u>	<u>\$ 2,703,925</u>	<u>\$ 5,798,800</u>

LEGISLATIVE SUMMARY

DESCRIPTION

Through the legislative function, the Mayor and City Council govern the City of Rancho Cordova by enacting and enforcing all laws and regulations concerning municipal affairs, subject to limitations and restrictions of the State constitution. The Council is supported by the City Attorney and the City Clerk and the following Boards and Commissions: Planning Commission, Rancho Cordova Sister Cities Council, Neighborhood Traffic Safety Committee, Economic Development Advisory Committee and Building Board of Appeals.

ADOPTED FISCAL YEAR 2008-2009 BUDGET

EXPENDITURES:

	FY 2006 Actual	FY 2007 Actual	FY 2008 Budget	FY 2008 Estimated Actual	FY 2009 Adopted
Salaries	\$ 258,354	\$ 277,093	\$ 286,850	\$ 251,345	\$ 296,300
Benefits	106,016	151,293	125,178	93,510	132,700
Operating	1,521,531	1,945,291	1,950,000	2,154,432	1,822,400
Capital Outlay	-	-	90,000	-	-
Transfers Out	-	-	-	-	-
TOTALS	\$ 1,885,901	\$ 2,373,677	\$ 2,452,028	\$ 2,499,287	\$ 2,251,400

FUNDING SOURCES:

General Fund - Discretionary	\$ 1,874,700
Passports	25,000
Legal Cost Recovery	350,000
Other Revenues	1,700
	\$ 2,251,400

CITY COUNCIL

DESCRIPTION

The City Council consists of five representatives elected at large to four year overlapping terms. Council Members must be residents of the City. The positions of Mayor and Vice Mayor are chosen by the City Council through policy direction determined by the City Council. The Mayor conducts the Council meetings and represents the City on ceremonial occasions.

The Council is the policy and legislative body of the City and formulates policies in response to the needs, values and interest of the citizens of Rancho Cordova.

The Council hires the City Manager and City Attorney, makes appointments to boards and commissions, and acts to influence local, regional and state policies favorable to the City of Rancho Cordova through various action groups and organizations.

ADOPTED FISCAL YEAR 2008-2009 BUDGET

EXPENDITURES:

	FY 2006 Actual	FY 2007 Actual	FY 2008 Budget	FY 2008 Estimated Actual	FY 2009 Adopted
Salaries	\$ 30,000	\$ 25,616	\$ 30,000	\$ 30,000	\$ 30,000
Benefits	8,453	3,643	4,485	4,485	4,400
Operating	83,730	342,169	290,000	286,397	340,000
Capital Outlay	-	-	-	-	-
Transfers Out	-	-	-	-	-
TOTALS	\$ 122,183	\$ 371,428	\$ 324,485	\$ 320,882	\$ 374,400

FUNDING SOURCES:

	General Fund - Discretionary	\$ 374,400
		\$ 374,400

BOARDS AND COMMISSIONS

DESCRIPTION

Boards and Commissions provide advice to the City Council.

The Planning Commission was established by ordinance in FY 2003-04. Seven Planning Commissioners were appointed in January 2004. Planning Commissioners make land use decisions consistent with the policies and plans formally adopted by the City Council. They weigh the professional input given in staff reports, environmental impact reports and reports from consultants when making decisions. Planning Commissioners serve four year overlapping terms.

Three citizen committees are currently in place to provide input on important issues:

- Neighborhood Traffic Safety (NTS) Committee. The NTS Committee reviews and prioritizes petitions received by residents who wish to have traffic calming measures installed on their streets. The committee is comprised of three residents and one representative each from the Rancho Cordova Police Department and the Sacramento Metropolitan Fire District. This committee furthers the City's Strong Neighborhoods Initiative.
- Economic Development Advisory Committee. This committee is made up of local business owners, commercial brokers, builders, Chamber of Commerce representatives and economic development consultants. The mission of the group is to give feedback on economic development issues as needed.
- Building Board of Appeals. In FY 2007-08, the City Council appointed members to a Building Board of Appeals in order to hear and decide appeals of orders, decisions, or determinations made by the Building Official relative to the application and interpretation of the technical codes. The Board consists of five seats, and members serve a two year overlapping term. Members have expertise in general contracting, engineering (electrical, plumbing, mechanical, civil or structural), architecture, law, utilities, and interested public members at large are also included.

This budget also includes funding for support to two important non-profit organizations that extend the ability of the City to enhance capacity-building in the community:

- The second year of a three year grant to the Cordova Community Council to provide a professionally managed umbrella organization for Rancho Cordova non-profits that will include volunteer management, fundraising and community event support.
- Support for the newly established Rancho Cordova Sister Cities (RCSC) Council, a non-profit organization comprised of volunteers from the community dedicated to the value of people-to-people diplomacy and cultural, educational and business exchanges. The City supports the RCSC Council by maintaining membership in Sister Cities International and providing staff support while the new organization determines how to structure itself and grow. The first sister city of Turrialba, Costa Rica is expected to be formally recognized in a signing ceremony in conjunction with the City's Fifth Anniversary celebration on July 1, 2008.

ADOPTED FISCAL YEAR 2008-2009 BUDGET

EXPENDITURES:

	FY 2006 Actual	FY 2007 Actual	FY 2008 Budget	FY 2008 Estimated Actual	FY 2009 Adopted
Salaries	\$ 13,650	\$ 11,550	\$ 21,000	\$ 12,750	\$ 12,600
Benefits	-	-	-	-	-
Operating	83,322	44,956	330,700	233,530	287,900
Capital Outlay	-	-	-	-	-
Transfers Out	-	-	-	-	-
TOTALS	<u>\$ 96,972</u>	<u>\$ 56,506</u>	<u>\$ 351,700</u>	<u>\$ 246,280</u>	<u>\$ 300,500</u>

FUNDING SOURCES:

General Fund - Discretionary	\$ 300,500
	<u>\$ 300,500</u>

CITY ATTORNEY

DESCRIPTION

The City Attorney's Office provides legal service, advice and representation to the Mayor, City Council, City Manager, City departments and City boards and commissions. The City Attorney works closely with the City Manager and his staff to carry out the Council's goals.

Standard ongoing responsibilities of the City Attorney's Office include:

- Serve as General Counsel for all other agencies after being formed by the City.
- Advocate the City's interest in lawsuits filed against or on behalf of the City, its officers, employees and agencies in administrative venues, before boards and commissions and in the state and federal court systems.
- Assist the City's insurers in the investigation and defense of claims for damages filed against the City.
- Provide legal advice in the areas of finance, land use, personnel, elections, conflicts of interest, economic development, redevelopment and code enforcement, among others.
- Provide legal services such as drafting and reviewing contracts, ordinances, resolutions and other documents.
- Provide counsel to and attend meetings of the Council, Planning Commission (as required) and subcommittees (as required).
- Train staff, Council and Planning Commission on compliance with critical laws.

FISCAL YEAR 2007 – 2008 GOAL STATUS AND ACCOMPLISHMENTS

The City has thirteen overall goals as stated on page 2. The budget for fiscal year 2007-2008 listed the City Attorney's tasks for the fiscal year and identified which overall goal the task served. Those tasks are grouped below by the overall goal that they served and a status is provided to update the public on the City Attorney's progress in achieving the stated goal. Sometimes accomplishments are achieved throughout the year that were not identified as a goal in the budget document. These accomplishments are grouped together and listed at the bottom of this section.

Foster a Positive Image of Rancho Cordova—Goal #1

- Continue to support the image of the City and help connect staff to the residents by attending over half a dozen major City events.

Accomplished. *The City Attorney's Office was a participant and sponsor of the Rancho Cordova Fourth of July Celebration and the California Capital Air Show. The City Attorney's office has also attended numerous other community events including the Chamber of Commerce Annual Banquet and neighborhood meetings.*

Ensure the Availability of the Best Public Services in the Region—Goal #4

- Complete the codification of the City's first Municipal Code.

Accomplished. At the time this budget document was prepared the draft was with the City's consultant and work on this task was expected to be completed by June 30, 2008. The codification will include printing code books and posting the code on the City's website, making the City's laws easy to find and use for residents and businesses.

Ensure a Safe Community and Sustain a Livable Community—Goals #6 and #8

- Implement the City's Strong Neighborhoods Initiative by continuing to focus on restricting and conditioning undesirable and sensitive uses and activities in the City by way of moratoria, rezoning and other regulations.

In progress. Continued to focus on restricting and conditioning undesirable and sensitive uses and activities in the City by adopting the following:

- Rental housing inspection ordinance
- Vacant building ordinance
- Recycling of stolen scrap metals ordinance
- Social host ordinance
- Truancy ordinance
- Card room zoning and licensing ordinances
- Extending moratoria on:
 - Adult businesses
 - Massage parlors
 - Tattoo parlors
 - Resale shops
 - Smoke shops
 - Pawn shops
 - Recycling centers
 - Check cashing establishments
- Implement the City's Strong Neighborhoods Initiative by continuing to focus on strengthening the Code Enforcement Department by adopting needed ordinances and improving the coordination of City code enforcement resources.

Accomplished. Provided training to staff to implement the previously approved code enforcement ordinances, and continued to assist Neighborhood Services to establish code enforcement policies and procedures. See above for adopted ordinances.

- Write a new ordinance regulating adult businesses.

In progress. Drafted and began public outreach on a new ordinance regulating adult businesses.

- Continue to focus on ABC issues with a focus on preventing additional businesses that sell alcohol, and reducing the visibility of existing businesses.

Accomplished. Worked with the Police Department in analyzing whether changes to the ABC (the state agency that regulates licenses to sell alcohol) reporting districts would benefit the City and concluded that they would not; worked with Neighborhood Services, Police Department and District Attorney's Office to ensure that businesses with active business licenses provide adequate protection and security to surrounding residents.

Sustain a Livable Community—Goal #8

- Prepare comprehensive zoning ordinance, including assisting in preparation of studies required to support new regulations.

In progress. Assisted Planning Department in preparing initial draft of comprehensive zoning ordinance that will help residents and businesses easily determine and understand the City's land use requirements.

Practice Sound Fiscal Management—Goal #11

- Work with the Finance Department to identify new, creative and cutting edge taxes, fees, or assessments to further improve the City's financial future.

In progress. Worked with the Finance Department to develop a proposal to safeguard current revenue and potentially generate additional revenues for the City by updating and readopting the ordinance governing the levy and collection of a tax on utility use.

Other Accomplishments not Identified as a Goal in Fiscal Year 2007-08 Budget

- Drafted documents, provided legal advice and participated in negotiations and litigation with Sacramento County to annex the area known as the "Finger".—Goal #12
- In response to reports that the state website on the location of sex offenders was very out-of-date, the City Attorney's office recommended that the Police Department collect and post on its own website more up-to-date information on sex offenders living in Rancho Cordova. The information is now online at: www.ranchocordovapd.com. The City Attorney's office also participated in the regional sex offender taskforce.—Goals #1 and #6
- Improved the image of the City by maintaining positive relations with news media that resulted in three positive televised reports on components of the Strong Neighborhoods Initiative.—Goal #1
- Assisted in preparing the Emergency Operations Plan and prepared a draft ordinance to establish emergency services authorization.—Goals #4, #6 and #8
- Provided ethics and conflict of interest training (AB 1234) to Council, Planning Commission and staff.—Goals #3 and #10
- Wrote an agreement between the City and Cordova Recreation and Park District to fund individual park construction and improvement projects with funds collected by the City from developers.—Goals #1 and #8
- Participated in the City Manager's five person Advisory Team to provide the City Manager with advice, assistance and support on critical City issues.—Goals #1, #3 and #11
- Assisted City in expediting leasing of City owned property.—Goal #11

FISCAL YEAR 2008 – 2009 PROJECTS

The City has thirteen overall goals as stated on page 2. Listed below are the projects, above and beyond our normal operations, targeted for initiation or completion in the upcoming fiscal year. We have indicated the total project costs whenever the direct cost is reasonably determinable. The projects are grouped by the overall goal that they serve.

Ensure a Safe Community and Sustain a Livable Community—Goals #6 and #8

- Each quarter draft and bring to the City Council for consideration another ordinance to implement and refine the Strong Neighborhoods Initiative. The ordinances will be on topics including: (1) panhandling, (2) property maintenance, and (3) reducing negative impacts of foreclosures.

- ★ As part of its Zoning Code update, the City reevaluated and decided on the best locations and zoning regulations for sensitive uses, such as check cashing, tattoo parlors, massage parlors and other uses. Use regulations need to be updated for these businesses. The City Attorney's office will work with the Police Department, the Finance Department and the City Manager's Office to draft business regulations for these undesirable or sensitive uses rezoned in the comprehensive Zoning Code update.

Improve the Quality of Housing in Rancho Cordova—Goal #7

- Enforcement of Building Code violations is a critical health and safety service of the City. The Building Department has been responsible for issuing and enforcing Building Code violations, and has committed to placing greater resources and emphasis on this responsibility. The City Attorney's office will provide support and training to Building Department staff to identify and implement current best practices for Building Code enforcement in order to achieve at least a 25% reduction of Building Code violations on which there has not been any enforcement activity.

Sustain a Livable Community—Goal #8

- Rio del Oro is the largest mix use development project in the City. It is currently anticipated to be ready for consideration by the City Council in the Fall of 2008. The City Attorney's office will prepare all the resolutions, ordinances, agreements, notices and findings for consideration of the project by the Planning Commission and City Council.
- The County is currently planning a number of major projects and areas adjacent to the City limits. Development of these unincorporated areas has a significant potential to affect the daily lives of Rancho Cordova residents by generating traffic, creating demands for parks and resulting in fiscal impacts to the City. Properly planned, the impacts of this development on the City could be positive. The City Attorney's office will work closely with the City Manager and Development Services Team to provide advice, legal comments and possible litigation relating to these Sacramento County development projects adjacent to existing City boundaries in order to make these projects have a positive impact on the residents and City of Rancho Cordova consistent with critical City goals and plans. This activity will continue through the entire fiscal year and into at least the next fiscal year.
- As residents of the City and City staff work with the new updated Zoning Code, the Planning Department anticipates that in the second half of the fiscal year, there will be suggestions for a limited number of refinements and clarifications to address special topics. The City Attorney's office will assist the Planning Department as necessary to draft these minor amendments to the Zoning Code.

Practice Sound Fiscal Management—Goal #11

- Assist Finance Department and outside legal counsel to provide legal advice and possible litigation to secure payment of delinquent Mello-Roos bonds, assessments and other City fees, assessments and taxes
- Monitor success of Sacramento County’s Alarm Permit Ordinance revision and assist the Finance Department to consider proposing amendments to our ordinance in an effort to reduce the frequency and cost of false alarms.

Establish Logical (City) Boundaries—Goal #12

- The "Finger" is the area of land east of Sunrise Boulevard adjacent to Interstate 50. It was originally proposed to be included within the City boundaries, but was omitted during the incorporation process. Annexation of this area has been an important priority that the City has been working on for a number of years. Working closely with the City Manager’s Office and the Finance Department, the City Attorney’s office will actively participate in the annexation of the “Finger”, including negotiating with the County, proceeding with litigation, reviewing conditions of approval and revising the tax sharing agreement.

ADOPTED FISCAL YEAR 2008-2009 BUDGET

EXPENDITURES:

	FY 2006 Actual	FY 2007 Actual	FY 2008 Budget	FY 2008 Estimated Actual	FY 2009 Adopted
Salaries	\$ -	\$ -	\$ -	\$ -	\$ -
Benefits	-	-	-	-	-
Operating	1,232,396	1,449,732	1,196,000	1,490,000	1,035,000
Capital Outlay	-	-	-	-	-
Transfers Out	-	-	-	-	-
TOTALS	\$ 1,232,396	\$ 1,449,732	\$ 1,196,000	\$ 1,490,000	\$ 1,035,000

FUNDING SOURCES:

General Fund - Discretionary	\$ 685,000
Legal Cost Recovery	350,000
	<u>\$ 1,035,000</u>

CITY CLERK

DESCRIPTION

The City Clerk's Office administers the City Council's public meeting process and City elections. Scope of operations also encompasses preserving and archiving public records, legal noticing and coordinating citizen appointments to Boards and Commissions.

Standard ongoing City Clerk's Office stewardship responsibilities include:

- **Council Business:** Serving as the Council's ambassador for citizens to participate in the public meeting process by managing the agenda process and notifying the public of City Council meetings; preparing minutes of Council proceedings and preparing staff reports, proclamations, resolutions and other official business documents.
- **Public Records:** Responding to public requests for records by managing the intake and provision of public records requests within the legal timeline.
- **Elections and Financial Disclosures:** Serving the community as its Elections Official by managing the process of Council Member elections, coordinating the electorate's right to direct recalls, referendums and initiatives with the City Attorney and the County Registrar of Voters, and supporting the electorate's will of campaign and economic interest disclosure of their elected and City officials by notifying officials of their financial disclosure filing requirements under the Political Reform Act.
- **Municipal Code:** Disseminating and providing public access to the City's Municipal Code to ensure the local standards, rules and regulations regarding building, fire safety, electrical, waste disposal, noise abatement, business licenses, etc., are easily acquired.
- **Records Management:** Ensuring the public's vital and historic business records of the City are preserved and archived via a comprehensive system that effects efficient retrieval.
- **Passport Services:** Providing a customer service venue for members of the community to apply for passports to facilitate their business or personal travel abroad.
- **Claims:** Coordinating the intake and disbursement of the public's claims for damages against the City with the City's Risk Manager and maintaining a chronicle of claims for sound business practices.
- **Bid Openings:** Developing the public's trust by assuring the integrity of bid openings and records.

FISCAL YEAR 2007 – 2008 GOAL STATUS AND ACCOMPLISHMENTS

The City has thirteen overall goals as stated on page 2. The budget for fiscal year 2007-2008 listed the City Clerk's Departments tasks for the fiscal year and identified which overall goal the task served. Those tasks are grouped below by the overall goal that they served and a status is provided to update the public on the City Clerk's Departments progress in achieving the stated goal. Sometimes accomplishments are achieved throughout the year that weren't identified as a goal in the budget document. These accomplishments are grouped together and listed at the bottom of this section.

Champion Employee Development and a High Performance Work Environment—Goal #3

- Foster practices that maximize customer service excellence by cross-training of employees and by continuing the Certified Municipal Clerk (CMC) training for two Deputy City Clerks.

***In progress and ongoing.** One Deputy City Clerk is on track to complete the CMC process. Cross-training in the department is ongoing. The second Deputy City Clerk position is currently vacant.*

Ensure the Availability of the Best Public Services in the Region—Goal #4

- Complete codification of the City's Municipal Code.

***Anticipated completion by end of FY 2007-08.** The completion of the City's Municipal Code is on schedule to be completed. At the time this budget document was created, this was with the consultant and is expected to be available by June 30, 2008.*

- Model environmental conservation actions by automating the Council meeting agenda process and creating a paperless option for meeting packets for City staff.

***Accomplished.** An electronic copy of the agenda packet for all meetings is available via the Internet on the City's website.*

- Enhance the preservation and archiving of the public's vital and historic business records of the City by implementing a Citywide comprehensive Records Management Program and providing training to department record coordinators.

***Not completed.** The City Clerk's Department is continuing the implementation of the Records Management Plan by the deployment of the File Tracker System to all City departments. This is a project being continued in FY 2008-09.*

- Increase the retrieval efficiency and decrease physical storage expenses by implementing an Electronic Document Management System for vital records.

***Not completed.** Demonstrations on several Electronic Document Management Systems have been viewed and the merits considered. As yet, a system has not been selected. This is a project being continued in FY 2008-09.*

- Achieve an expected outcome of incorporation by completing the acquisition and transition of City records from Sacramento County.

***Not completed.** Due to the Records Coordinator/Deputy City Clerk vacancy, this project is on hold.*

- Boost the City's ability to tap into the reservoir of talent among its citizenry by establishing a recruitment and selection process to serve on Boards and Commissions and by developing a robust roster of the appointments.

***Completed.** A roster of all City Boards and Commissions is maintained on the City's Website for access by the public. The public is invited to apply for existing and upcoming vacancies and an application for Boards and Commissions is available to the public online.*

- Implement system for tracking and archiving burial activities and records related to Kilgore Cemetery.

Not completed. Responsibility for this goal has been transferred to Public Works.

Other Accomplishments not Identified as a Goal in Fiscal Year 2007-08 Budget

- ★ Implemented streaming video of Council meetings which allows the public to view Council meetings, on our website, in their entirety.—Goal #4

FISCAL YEAR 2008 – 2009 PROJECTS

The City has thirteen overall goals as stated on page 2. Listed below are the projects, above and beyond our normal operations, targeted for initiation or completion in the upcoming fiscal year. We have indicated the total project costs whenever the direct cost is reasonably determinable. The projects are grouped by the overall goal that they serve.

Champion Employee Development and a High Performance Work Environment—Goal #3

- In order to ensure the preservation and integrity of vital and historic records, we will evaluate and launch a Citywide comprehensive Records Management Program and provide training to department record coordinators.

Ensure the Availability of the Best Public Services in the Region—Goal #4

- In order to champion green business practices by reducing our dependence on paper document archives, we will evaluate and select an Electronic Document Management System.
- Once the Electronic Document Management System has been selected we will develop an Electronic Document Management System implementation plan to ensure maximum utilization of this investment.
- The County of Sacramento is currently in possession of many records pertaining to the City of Rancho Cordova prior to incorporation. These records are an important component of our historical document archives and need to be obtained and retained in our system. During this fiscal year we will devise a plan to begin acquisition of these vital records.

Foster Responsible Citizenship—Goal #11

- Administer the November 4, 2008 Municipal Election.

ADOPTED FISCAL YEAR 2008-2009 BUDGET

EXPENDITURES:

	FY 2006 Actual	FY 2007 Actual	FY 2008 Budget	FY 2008 Estimated Actual	FY 2009 Adopted
Salaries	214,704	\$ 239,927	\$ 235,850	\$ 208,595	\$ 253,700
Benefits	97,563	147,650	120,693	89,025	128,300
Operating	122,083	90,639	125,000	136,205	119,300
Capital Outlay	-	-	90,000	-	-
Transfers Out	-	-	-	-	-
TOTALS	<u>\$ 434,350</u>	<u>\$ 478,216</u>	<u>\$ 571,543</u>	<u>\$ 433,825</u>	<u>\$ 501,300</u>

FUNDING SOURCES:

General Fund - Discretionary	\$ 476,300
Passports	<u>25,000</u>
	<u>\$ 501,300</u>

ELECTIONS

DESCRIPTION

The citizens of Rancho Cordova elect their City Council Members every two years in even-numbered years. The electorate has opted to have five directly-elected Council Members at large. The positions of Mayor and Vice Mayor are selected from among Council Members for one year terms. Full Council Member terms are four years in duration with terms staggered so that two Council Member seats are voted on during an election year and three seats are voted on two years later. Three Council Member seats will be voted on in the November 4, 2008 election.

The citizens of Rancho Cordova practice fiscal prudence by consolidating their Council Member elections with the statewide election held in November via contracting with the Sacramento County Voter Registration and Elections Division to provide election services; however, the City Clerk is responsible for the overall administration of all municipal elections and serves as the Elections Official.

Acting on the electorate's behalf for administering Council candidate elections, the City Clerk also has statutory responsibility to process initiatives, referendums and recall petitions filed by the electorate in accordance with provisions of the California Elections Code.

ADOPTED FISCAL YEAR 2008-2009 BUDGET

EXPENDITURES:

	FY 2006 Actual	FY 2007 Actual	FY 2008 Budget	FY 2008 Estimated Actual	FY 2009 Adopted
Salaries	\$ -	\$ -	\$ -	\$ -	\$ -
Benefits	-	-	-	-	-
Operating	-	17,795	8,300	8,300	40,200
Capital Outlay	-	-	-	-	-
Transfers Out	-	-	-	-	-
TOTALS	\$ -	\$ 17,795	\$ 8,300	\$ 8,300	\$ 40,200

FUNDING SOURCES:

General Fund - Discretionary	\$ 38,500
Other Revenues	1,700
	\$ 40,200

GENERAL GOVERNMENT SUMMARY

DESCRIPTION

Through the General Government function, the City Manager implements the policies that are set by the City Council. Additionally, the City Manager acts as the Chief Executive/Administrative Officer of the City and is responsible for the day-to-day administration of the City's business. The General Government function also includes Communications and Public Information, Human Resources, Administrative Support, Finance, Information Technology and Risk Management.

ADOPTED FISCAL YEAR 2008-2009 BUDGET

EXPENDITURES:

	FY 2006 Actual	FY 2007 Actual	FY 2008 Budget	FY 2008 Estimated Actual	FY 2009 Adopted
Salaries	\$ 917,823	\$ 1,286,847	\$ 2,291,788	\$ 1,666,317	\$ 2,107,400
Benefits	367,721	892,410	826,382	793,686	1,012,100
Operating	991,210	1,596,342	2,057,400	2,077,579	1,990,375
Capital Outlay	787,269	281,025	-	113,000	83,500
Transfers Out	-	-	-	-	-
TOTALS	\$ 3,064,023	\$ 4,056,624	\$ 5,175,570	\$ 4,650,583	\$ 5,193,375

FUNDING SOURCES:

General Fund - Discretionary	\$ 4,841,975
Business Licenses	217,100
Other Licenses, Permits, and Fees	3,200
Transfers In	131,100
	\$ 5,193,375

CITY MANAGER

DESCRIPTION

The City Manager's role is to leverage available resources, whether fiscal, social, or political, towards uses with maximum benefit to the community. In doing so, he or she spurs the organization to accomplishment of Council goals and citizen satisfaction by providing strong administrative leadership and fostering successful working relationships between the City Council, the public and staff.

As the City's Chief Executive Officer, the City Manager and staff pursue excellence and professionalism in providing leadership to and management for all departments and services by maintaining transparency, flexibility, clarity and accountability of the organization to the Council, to the public and to other agencies. The City Manager is responsible for the enforcement of all laws and City ordinances; appointment of department heads; and submission of the annual budget to the City Council. In addition, the City Manager and staff recommend policies and programs to the City Council based on sound research and advocate Council policy and City interests. A significant portion of the City Manager's Office time is spent representing the City in local, regional and statewide venues.

The City Manager's Office will:

- Translate Council policy direction, vision and decisions into reality.
- Support the Council's policy making role by ensuring that the Council is provided with timely, accurate and complete information based on sound research.
- Raise the bar of expectations for Rancho Cordova's future.
- Drive fiscal performance to exceed citizen expectations.
- Provide support, guidance and inspiration to City departments.
- Direct research and analysis aimed at increasing the responsiveness of government.
- Direct the development of special programs that are aligned with the priorities established by the community and the City Council.
- Hire and develop City department heads and staff and ensure work performance.
- Coordinate an ambitious range of activities that serve Rancho Cordova residents.
- Provide leadership in solving regional issues and challenges.
- Negotiate contracts for the City, such as: police services, street maintenance, solid waste, animal control, code enforcement, planning, building and legal services.
- Provide legislative analysis, legislative relations, and coordination of National and California League of Cities events and information sharing.
- Provide public education and communicate relevant information to the public, City Council and staff about goals, accomplishments, plans and activities.

- Explore state of the art technology solutions for providing services and two-way communication with citizens and businesses within the community.

FISCAL YEAR 2007 – 2008 GOAL STATUS AND ACCOMPLISHMENTS

The City has thirteen overall goals as stated on page 2. The budget for fiscal year 2007-2008 listed the City Manager's Office tasks for the fiscal year and identified which overall goal the task served. Those tasks are grouped below by the overall goal that they served and a status is provided to update the public on the progress of the City Manager's Office in achieving the stated goal. Sometimes accomplishments are achieved throughout the year that weren't identified as a goal in the budget document. These accomplishments are grouped together and listed at the bottom of this section.

Foster a Positive Image of Rancho Cordova—Goal #1

- Develop the Folsom Boulevard Specific Plan, begin implementing the redevelopment plan and continue beautification improvements, with an eye towards improving property values as part of the Strong Neighborhoods Initiative.

***In progress and ongoing.** The City Manager's Office assumes ultimate responsibility for the management of all City government including the development of the Folsom Boulevard Specific Plan, the redevelopment plan and beautification improvements, although department leads are Planning, Economic and Neighborhood Development, and Public Works. See those departmental budgets for status updates.*

Improve Transportation and Connectivity—Goal #2

- Finalize discussions with the development community to secure funding commitments for future transportation needs.

***In progress and ongoing.** The City Manager's Office, in conjunction with Public Works, has been working with the development community related to the Citywide transportation Capital Improvement Program (CIP), a draft transportation nexus development impact fee, and to develop a draft funding plan to construct transportation facilities at the time needed to serve new development.*

Ensure the Availability of the Best Public Services in the Region—Goal #4

- Provide leadership and direction to the Police Department with the goal of developing its reputation as a modern, urban Police Department with measurable performance indicators with emphasis on the Strong Neighborhoods Initiative.

***In progress.** The most recent contract with the Sacramento County Sheriff's Department (2007-2010) requires the development of outcome-based performance measures for the Rancho Cordova Police Department. The City Manager's Office is committed to ensuring that the development of these measures takes place, and meets regularly with the Police Chief regarding this requirement. The development of these measures will not be completed until the next fiscal year primarily due to difficulties in the Sheriff's systems for capturing appropriate data that can be used for outcome measures.*

Ensure a Safe Community—Goal #6

- ★ Adopt an Emergency Operations Plan that will direct staff and Council action in the event of an emergency.

Complete. *The Emergency Operations Plan will be brought to City Council for action before June 30, 2008.*

Sustain a Livable Community—Goal #8

- Continue to work with the Cordova Recreation and Parks District (CRPD) to fully implement park renovation and maintenance fees and ensure proper ownership and management of park facilities in Rancho Cordova.

In progress. *The City Manager's Office is working with CRPD towards development of a Memorandum of Understanding (MOU) that will allow implementation of park renovation fees. However, with the District's significant management changes and challenges experienced this fiscal year, the MOU will not be completed until FY 2008-09.*

- Foster close cooperation with all school districts regarding facility planning and financing.

Ongoing. *The City Manager's Office continues to take the lead in regular meetings with staff and elected officials from both the Folsom Cordova Unified School District (FCUSD) and Elk Grove Unified School District (EGUSD), to ensure open lines of communication for issues as well as facility planning or financing issues that may also involve the City. Through agreements with FCUSD, the City is currently addressing joint use participation of Mather Library, which is due to be opened in 2013.*

- Create a strategy for planning for future library facilities.

In progress. *As a new member of the Sacramento Public Library Joint Powers Authority (JPA), the City participates in the decision-making for establishment of new libraries and the JPA's responsibility for maintaining new libraries. The City Manager's Office is working on the Mather Library joint participation agreement and exploring a strategy for an additional library in the City.*

- Establish ties to a Sister City.

Complete. *The City Manager's Office continues to support the ongoing activities of the non-profit Rancho Cordova Sister Cities (RCSC) Council, which was successful in establishing ties to the first Sister City of Turrialba, Costa Rica during FY 2007-08. At the time this document was drafted an official signing ceremony with Turrialba is set to take place in Rancho Cordova on July 1, 2008.*

Establish Logical (City) Boundaries—Goal #12

- Annex the 1.2 square mile "Finger" unincorporated area originally intended to be part of Rancho Cordova.

In progress. *In August 2007, the City submitted the Application for Annexation of the Sphere of Influence (SOI) area (known as the "Finger" annexation) to the Sacramento Local Agency Formation Commission (LAFCo). The City is currently negotiating a property tax sharing agreement with the County related to the annexation that is needed to finalize the annexation.*

- Initiate the process to expand the City's Sphere of Influence (SOI) to include all strategic "areas of concern"

In progress. The City continues to be supportive of the landowner application to LAFCo to amend the City's SOI to include the East Planning Area.

- Actively work to resolve the issue of school district boundaries within City limits.

Complete. The School Services Study was released to the public in FY 2007-08 and discussed at both the Folsom Cordova Unified School District (FCUSD) and Elk Grove Unified School District (EGUSD) Boards, with no further action anticipated from the school districts to change boundaries.

- Influence Sacramento County's General Plan update for the 96 square mile future City boundaries.

In progress. The City presented comments during the legally appropriate phases of the County's visioning process during FY 2007-08, and continues to discuss issues and concerns with senior County staff at City/County meetings.

Other Accomplishments not Identified as a Goal in Fiscal Year 2007-08 Budget

- Ensured the delivery of a website redesign, including onsite maintenance, available to the public in February 2008, two months ahead of schedule.—Goal #4

★ Completed the second Citywide public opinion survey to begin marking trends, and use feedback in development of budget for programs and course corrections.—Goal #4

★ As City General Fund revenues have come in substantially below prior year and budgeted revenues, the City Manager's Office has worked closely with the Finance Department and other City departments in monitoring and managing the City so that expenses stay at a level consistent with revenues.—Goal #11

- Provided staff expertise and other resources to the Cordova Recreation and Park District during a time of severely restricted management capacity.—Goal #8
- Shed light on Citywide accomplishments by providing support from the City Manager's Office to all departments to highlight award opportunities and assist in submitting and presenting effective and award-winning programs around the region, state and country.—Goal #1

FISCAL YEAR 2008 – 2009 PROJECTS

The City has thirteen overall goals as stated on page 2. Listed below are the projects, above and beyond our normal operations, targeted for initiation or completion in the upcoming fiscal year. We have indicated the total project costs whenever the direct cost is reasonably determinable. The projects are grouped by the overall goal that they serve.

Ensure the Availability of the Best Public Services in the Region—Goal #4

- ★ Evaluate the cost-effectiveness of in-house police departments established two years ago in the Cities of Citrus Heights and Elk Grove to determine what lessons may be learned and applied to the evolution of the Rancho Cordova Police Department.
- Establish citizen-centric benchmarking and performance evaluations for City services by initiating two to four targeted public opinion surveys throughout the year in order to analyze trends and effect changes needed within City departments/services that will respond to the community's input.
- ★ Provide coordination and management of a Citywide outreach to the Rancho Cordova community that may include town hall meetings to discuss issues and share information, assistance to existing and developing neighborhood associations, and other forms of civic engagement that allow citizens to have a closer relationship with their City government.
- ★ Continue to provide leadership and direction to the Police Department with the goal of developing its reputation as a modern, urban Police Department, as well as ensure contract compliance with development of outcome-based, measurable performance indicators by the end of the year that will result in citizens' perceptions of reduced crime and safe neighborhoods and streets.
- Explore the benefits of a charter for City governance based on "the best of the best" for presentation and public discussion by October 31, 2008.

Sustain a Livable Community—Goal #8

- Enhance public parks and recreation services and standards by continuing to work with the Cordova Recreation and Parks District to implement a park development impact fee program and assist in allocating park renovation fees to City approved park projects.

Practice Sound Fiscal Management—Goal #11

- In conjunction with the Finance Department, safeguard the public's funds by monitoring and maintaining a balanced budget in a year that is expected to have marginal revenue growth at best.
- Strengthen the City's assets by reviewing real estate holdings and buildings in order to determine if it is advantageous to modify current holdings, and refine future plans for service and/or City service facilities.

Establish Logical (City) Boundaries—Goal #12

- ★ Complete the annexation of the 1.2 square mile "Finger" unincorporated area originally intended to be part of Rancho Cordova.

ADOPTED FISCAL YEAR 2008-2009 BUDGET

EXPENDITURES:

	FY 2006 Actual	FY 2007 Actual	FY 2008 Budget	FY 2008 Estimated Actual	FY 2009 Adopted
Salaries	\$ 317,548	\$ 397,539	\$ 651,895	\$ 555,223	\$ 541,400
Benefits	108,589	230,635	254,649	266,595	254,500
Operating	327,769	209,780	247,000	282,000	287,000
Capital Outlay	-	-	-	-	-
Transfers Out	-	-	-	-	-
TOTALS	<u>\$ 753,906</u>	<u>\$ 837,954</u>	<u>\$ 1,153,544</u>	<u>\$ 1,103,818</u>	<u>\$ 1,082,900</u>

FUNDING SOURCES:

General Fund - Discretionary	\$ 1,082,900
	<u>\$ 1,082,900</u>

COMMUNICATIONS AND PUBLIC INFORMATION

DESCRIPTION

The Communications and Public Information Division, under the City Manager's Office, has the pleasure of being central to building community pride by communicating the many activities, services and accomplishments of the City of Rancho Cordova, its elected officials, staff and community leaders. In addition, we appreciate the opportunity to lead initiatives to foster civic engagement and responsibility. In a survey, conducted in March 2008, 40% of our residents said they would like to be more engaged in the community and our challenge in the coming year is to create diverse opportunities by which to harness that enthusiasm.

Communication methods are primarily, but not limited to, ongoing media relations and community relations. Other responsibilities, such as special events, graphic development and maintenance and crisis communications also come under the purview of this department. Activities and interactions of the Communications and Public Information Division are local, regional and national in scope, as appropriate.

Ongoing responsibilities of the Communications and Public Information Division include:

Media Relations

- Publicity of Council Member activities demonstrating their commitment as elected officials.
 - Local, regional, state and national committee work that benefits Rancho Cordovans.
 - Special events that reflect their continuous, active engagement in the community.
- Publicity of accomplishments and projects by City staff in support of Council initiatives and goals.
 - Generating stories which detail the high quality and quantity of work conducted for the benefit of residents and businesses in Rancho Cordova.
 - Responding to media inquiries about stories in or about Rancho Cordova to ensure balanced, accurate and informed reports.
- Function as City's spokesperson, when appropriate; coordinate with other authoritative sources, either as subject matter experts for background or in support of their spokesperson roles.
- Provide media training to staff as needed for general knowledge and for specific interviews to assist in effective communications to the community of City's roles and positions.
- Strategic communications planning and implementation.
 - Overall communications strategizing to ensure a positive and accurate image is conveyed consistently within and outside the community.
 - Working with key management and staff to develop specific strategic positions on major and/or controversial projects to ensure accuracy.

- Crisis Communications.
 - Working cooperatively with internal and external resources to develop and maintain a comprehensive crisis contingency program to be used in conjunction with or in place of the federal emergency operations plan, as appropriate to the crisis.
 - Function as City's spokesperson in critical situations, acquiring information from reliable authoritative sources and working directly with the media, and coordinating among various internal and external departments and agencies.
 - Maintaining ongoing contacts with key Public Information Office staff in other agencies for better relations in times of crisis.
 - Implement crisis communications plan as needed.

Community Relations

- Ensuring residents, the public, elected officials and decision makers within and outside Rancho Cordova have a positive and informed concept of Rancho Cordova by developing and maintaining strong, positive relationships with the community via:
 - Proactive interactions with established community groups, committees, etc.
 - The development of new groups (e.g., Community Engagement Committee) as warranted to fill needs in the community for improved communications and interactions.
 - Public education about City events, activities and services, through personal contact, brochures, participation in forums, community events, etc.
 - Assistance to Council and staff through the preparation of written materials, both content and graphics.
 - Planning and executing events that highlight the City's services and accomplishments.
- Ensuring the City is reflected in the most positive light through:
 - The design and use of graphic images, seal, logo and/or future graphics.
 - Unified application of images across all departments for effective graphic communications to the community.
 - Publishing and distributing a quarterly City Newsletter.
 - Design and maintenance of an informative, attractive and user friendly website.

FISCAL YEAR 2007 – 2008 GOAL STATUS AND ACCOMPLISHMENTS

The City has thirteen overall goals as stated on page 2. The budget for fiscal year 2007-2008 listed the Communications and Public Information Departments tasks for the fiscal year and identified which City goal the tasks served. Those tasks are grouped below by the overall goal that they served and a status is provided to update the public on the Communications and Public Information Departments progress in achieving the stated goal. Sometimes accomplishments are achieved throughout the year that weren't identified as a goal in the

budget document. These accomplishments are grouped together and listed at the bottom of this section.

Foster a Positive Image of Rancho Cordova—Goal #1

- Continue to support the Council's expressed desires to provide outreach and publicity on their priorities.

Partially completed and ongoing. For the first part of the fiscal year, there was no Communications Director. Existing staff, in addition to their regular responsibilities, did much to promote Council's priorities including publicizing Blight Busters activities, a Foreclosure Workshop and the Housing for All Dinner and Workshop. Additionally, staff retained outside consultants to provide media training for Council and key staff.

- Support department heads in their efforts to promote projects and City services.

Completed and ongoing. Staff was very supportive of various departments in helping to promote and, where appropriate, organize events and publicity. Among the projects were the Foreclosure Workshop in November 2007, the Housing for All Dinner and Workshop in January 2008 and the public Open House for the update of the Housing Element of the General Plan, all in support of the Housing Division. We also supported Economic Development on the reopening of the Cascades Apartments, promotion of Blight Busters with extensive publicity in February 2008 and with ideas for marketing and promoting this and other projects in the department. Staff assisted Public Works in the development of materials for lobbying efforts and publicizing grants awarded to the departments for infrastructure improvements; advised as to several methods to improve publicity of projects to better inform the community, and also worked with the department on waste and recycling programs and materials, among many other projects and publicity for various departments, including Finance, City Manager, Human Resources and the Rancho Cordova Police Department.

- Implement Strong Neighborhoods outreach and education components.

Not implemented. Due to short staffing, this element has not had the emphasis we would wish. However, we are in the planning stages, working with Community Development and other departments to implement a coordinated, community-wide effort to bring Council and staff to identified neighborhoods for the purpose of educating residents about services available as well as issues such as animal registration, and other issues of compliance with existing ordinances.

- Create an educational Citizen Guide.

Due to short staffing, this was not completed.

- Develop City Report Card for Year 4 – 5.

Not completed. A list of accomplishments during the 5-year period of Cityhood will be created as part of the 5th Anniversary package.

- Begin planning efforts for City's 5th Anniversary

In Process. Staff convened a committee of community members to help develop a plan for the 5th Anniversary. The committee's ideas have been presented to an internal Management Team and the City Council and a plan has been implemented. Activities include a series of

neighborhood-centered parties and a larger central community-wide celebration at City Hall on our July 1, 2008 anniversary. A series of TV Public Service Announcements were created to be aired from approximately June 15-July 15 highlighting Rancho Cordova as 'home.' A 5th anniversary commemorative design was commissioned to reflect the unique celebration. In addition, several private sector organizations have been contacted to help underwrite the function in the provision of supplies, advertising and other services of benefit to the City.

- Expand Banner Pole Program.

Due to short staffing, this was not completed.

- Create an incident communication plan to assist with emergency preparedness and information dissemination during a disaster.

Completed. *The City Manager's Office completed an overall City Emergency Operations Plan which includes a section on public information, communications with the media, other department heads, City Council and other outside agencies.*

- Measure the success of City services and communication efforts via public opinion polling.

Completed. *A public opinion survey was conducted in March 2008, with results presented to Council in April 2008.*

- Complete redesign and launch of an interactive public website.

Completed. *The new website was launched in February 2008. It continues to be updated with more information, more user-friendly elements and more interactivity.*

Other Accomplishments not Identified as a Goal in Fiscal Year 2007-08 Budget

- *A new Communications Director was hired in late January 2008.—Goal #1*
- *A sizeable increase was realized in the number of media stories since February 2008 noted in a new quarterly media report.—Goal #1*
- *A comprehensive Strategic Communications Plan was written which details the philosophy, goals, responsibility and work plan of the Communications Department for the upcoming fiscal year.—Goal #1*
- *The newsletter was improved in content and appearance.—Goal #1*
- *The City's photo archive file was organized, making it easier to locate photos to be used in media stories, the newsletter and other uses.—Goal #1*
- *A media list was compiled, increasing the number of media outlets from seven to approximately 50; thus increasing the potential outlets for stories.—Goal #1*
- *A community/civic leaders mailing list was compiled, creating the opportunity to include significant leaders from the private and public sectors in a variety of mailings, including the newsletter. This greatly expands the range of information about Rancho Cordova to those outside the community, creating opportunities to reinforce our image. This list, along with the media list above, is dynamic, constantly being improved and updated.—Goal #1*

- *A relationship was begun with the U.S. Council of Mayors to develop online videos for our website. A production company provides excellent quality videos at no cost to the City on ten topics, such economic development, housing, schools, recreation, etc. of interest to existing and potential residents and business people. This both enhances the appearance of the website and provides opportunities to partner with the private sector as sponsors of specific pages. (A lack of sponsorship does not preclude the inclusion of ten free one-minute videos about various items of interest in Rancho Cordova.)—Goal #1*

FISCAL YEAR 2008 – 2009 PROJECTS

The City has thirteen overall goals as stated on page 2. Listed below are the projects, above and beyond our normal operations, targeted for initiation or completion in the upcoming fiscal year. We have indicated the total project costs whenever the direct cost is reasonably determinable. The projects are grouped by the overall goal that they serve.

Foster a Positive Image of Rancho Cordova—Goal #1

The key to fostering a positive image lies in understanding how you want to be perceived by your community. Therefore, the first step is to work in concert with the City Council and staff to define that perception. We will then develop a series of key messages designed to achieve those desired perceptions. The process will utilize proactive and reactive media relations, graphics and community relations.

Media Relations

- Increase the quantity and quality of news and feature stories reflecting Rancho Cordova in a favorable light.
- Triple the number of placements of stories about Rancho Cordova from the previous year. Minimum 100 placements (one story may have several placements in different media) in the fiscal year.
- Minimum 25 topics covered in the fiscal year.
- Expand and diversify the network of media (include more specialty media for news and feature stories, i.e., Senior Spectrum, Parents, ethnic, talk radio, regional feature magazines, etc.). Minimum placement in 15 different media outlets.
- Create an ongoing monthly program on Comcast highlighting City activities, personnel, programs and services with a January 1, 2009 target start date.
- Launch a semi-annual radio/television public service campaign promoting the benefits of Rancho Cordova. First campaign to begin as part of 5th Anniversary celebration, prior to the end of the 2007-08 fiscal year, second campaign to run in Winter 2008 and Spring 2009.
- Implement the U.S. Council of Mayors videos on the Rancho Cordova Website. Completion targeted for October 2008.

Community Engagement/Special Events

- Create a speakers' bureau of City staff and Council members to provide frequent talks to civic groups. Initiate program September 2008.

- ★ Conduct an organized, concerted effort to bring Council members and staff into specific communities for informational exchanges, i.e. town halls, neighborhood association meetings. Implement by September 2008.
- Develop a distribution network of public and private-sector locations to post information about City activities and method of distribution and updating materials. Implement by December 2008.
- Ongoing/as-needed support of special events (such as public open houses, workshops, etc. for other departments).
- Development, as desired by Council, of an annual City event, ice cream social, tea dance, etc., at City Hall. Implement for anniversary date July 1, 2009.
- Include more local, state and national dignitaries in Rancho Cordova programs when and where appropriate.
- Formalize procedures/guidelines for providing financial and/or technical support to outside events, working with the Cordova Community Council.

Graphics/Website

- Develop more unified graphic images reflective of the City image.
- Analysis, potential revision/updating of City seal, logo. Complete by March 2009.
- Development of graphics standards manual for consistent use. Complete analysis by January 2009 and make recommendations for improvements by March 2009.
- Coordination among City departments' materials to be implemented by June 2009.
- Addition of Council Member and key staff biographies and photos on website along with other meaningful information to create a more familiar relationship with the community. Completion target of January 2009.
- Addition of video clips and archives on website to include public service campaigns, news stories and videos of City projects. Completion target of November 2008.

Foster Responsible Citizenship—Goal #10

Fostering responsible citizenship creates an environment of civic engagement, in which residents take an active role in the issues and actions that affect their daily lives. In Rancho Cordova we are blessed with a high degree of community participation. Several neighborhood associations have been created for the purpose of improving the quality of life for those residents. The Godby survey of March 2008 revealed that 40% of our residents are interested in participating in some aspect of community activities. In a "City Reinvented," the City and the community becomes even more engaged in different and innovative methods of creating change, both from the neighborhood and overall Citywide perspectives. In addition to improving the quality of life for all Rancho Cordovans today, this lays the groundwork for the next generation of responsible citizenry on the local level and in the global context. Activities initiated by the City to foster responsible citizenship include:

- ★ Create an ongoing Civic Engagement Committee composed of members of different neighborhoods, business and special interests to engage (monthly or quarterly) in two-way

communications about City projects, Council agenda items, outreach and other topics of interest. Target start date January 2009.

- Conduct several educational meetings in the community to inform the public of services available and methods of working with City staff and Council. Target start date October 2008.
 - Work with the school districts to develop school programs for students at a particular grade level to expose them to local government. Begin discussions September 2008 for implementation in the September 2009 school year.
- ★ Working with other departments, develop and market the Strong Neighborhoods Initiative, September 2008.

ADOPTED FISCAL YEAR 2008-2009 BUDGET

EXPENDITURES:

	FY 2006 Actual	FY 2007 Actual	FY 2008 Budget	FY 2008 Estimated Actual	FY 2009 Adopted
Salaries	\$ -	\$ 76,920	\$ 165,805	\$ 40,000	\$ 134,800
Benefits	-	42,821	38,471	24,300	70,400
Operating	1,759	271,288	492,000	501,700	289,250
Capital Outlay	-	-	-	-	-
Transfers Out	-	-	-	-	-
TOTALS	\$ 1,759	\$ 391,029	\$ 696,276	\$ 566,000	\$ 494,450

FUNDING SOURCES:

General Fund - Discretionary	\$ 494,450
	<u>\$ 494,450</u>

HUMAN RESOURCES

DESCRIPTION

Under the management and general direction of the City Manager's Office, the Human Resources Department plays a major role in creating a collaborative team of contract staff and City employees that provide high quality service to the community. The Human Resources Department takes great pride in its employees who are up to the challenge of creating something different, who think beyond the traditional boundaries of "how it's always been done", who dare to want to make a difference, and who can have fun and not take themselves too seriously in the process. With this being said, the City is committed to maintaining and attracting an exceptionally qualified team of employees.

Aside from providing the City with talented and motivated employees, the department is responsible for developing and maintaining a high-quality of work life, adhering to equitable and ethical personnel standards, updating and composing job descriptions for City positions, and providing employee development opportunities. Human Resources ensure that performance is appropriately rewarded and that employees receive salary and benefits competitive with the marketplace. The mission of Human Resources is to develop a staff and workforce philosophy that embraces the City Council's mission, vision and core values in daily decision making.

Standard ongoing responsibilities include:

- Develop the City's workforce by assessing departmental training needs and delivering professional growth opportunities for staff including: skills enhancement training, management and supervisory training, safety training and mandated training.
- Work closely with departments to assess staffing needs and coordinate the recruitment and selection process to attract hard working, talented employees to oversee contract and program responsibilities.
- Orient new employees, prepare personnel action documentation and maintain employee records in accordance with established regulations.
- Maintain a classification plan that contains accurate and up-to-date job descriptions for City positions through an ongoing review of class specifications.
- Administer the City's benefit program including the contract for the City's health insurance and retirement program with the California Public Employees Retirement System.
- Evaluate and provide training on an effective performance management and employee development program to encourage excellence, provide valuable feedback and opportunities for professional growth and ensure good performance is recognized and appropriately rewarded.
- Administer the City's deferred compensation program.
- Review and maintain the Human Resources Manual and create necessary policies, employee guidelines, procedures and forms necessary to the effective and legal operation of the organization.

- Provide proactive leadership and clear advice to support departments when employee relations issues arise.
- Maintain a high level of communication, cooperation and understanding among all levels of City staff with regard to Human Resources policies and programs.
- Administer a leave of absence program, adhering to federal and state guidelines.
- Conduct annual salary surveys to ensure that the established salary ranges for City job classes remain competitive with the marketplace.
- Prepare and administer the Human Resources departmental budget.
- Administer the annual “open enrollment” for health and associated benefits in conjunction with a Health Fair.
- Coordinate the Employee Advisory Team (E.A.T.).
- Administer volunteer and student internship program.
- Administer and maintain the Human Resources Information System (HRIS).

FISCAL YEAR 2007 – 2008 GOAL STATUS AND ACCOMPLISHMENTS

The City has thirteen overall goals as stated on page 2. The budget for fiscal year 2007-2008 listed the Human Resources Departments tasks for the fiscal year and identified which overall goal the task served. Those tasks are grouped below by the overall goal that they served and a status is provided to update the public on the Human Resources Departments progress in achieving the stated goal. Sometimes accomplishments are achieved throughout the year that weren't identified as a goal in the budget document. These accomplishments are grouped together and listed at the bottom of this section.

Foster a Positive Image of Rancho Cordova—Goal #1

- Expand recruitment and hiring strategies to fill newly created and vacant positions utilizing community resources that provide the most qualified applicants to serve our internal and external customers.

Accomplished. *To assist departments in filling critical positions for service delivery to the community, the Human Resources Department was successful in facilitating the hiring of 18 new City employees. The recruitment process effectively utilized community resources (e.g., The Grapevine, Sacramento Bee and Sacramento Works) to help find qualified applicants.*

- Develop and implement a Citywide multilevel internship program providing interns valuable experience in a professional city government environment as they fulfill essential duties to maintain the City's level of services to citizens.

Accomplished. *To support City services, five interns were given career development opportunities by working at the City of Rancho Cordova and were provided with a valuable introduction to city government. Human Resources staff will continue to assist departments in orientating volunteers or hiring paid interns.*

Champion Employee Development and a High Performance Work Environment—Goal #3

- Administer and implement Citywide training programs and determine how they can be applied to improve business operations and add value to government service.

***In progress.** Human Resources staff coordinated a training pertaining to disaster preparedness to ensure staff responsiveness to the community in the event of a disaster and coordinated sexual harassment prevention training in compliance with Assembly Bill 1825. Human Resources also contracted for ten courses on leadership development and essential skills for managing employees which will be completed by December 2008. Additionally, a tracking mechanism was created to maintain employee training records.*

- Continue to recognize, encourage and value the role of our employees by developing a service corporate culture of mutual respect, support and trust.

***In progress.** Human Resources staff served as leads on the Employee Advisory Team (E.A.T.) to ensure a rich work environment that fosters mutual respect and trust and also allowed employee contribution to the community through fundraising and charitable events.*

- Continue to analyze Citywide classification needs with goals to identify classification/reclassification issues.

***In progress.** To improve responsiveness to internal and external customers, a classification review was conducted to allocate duties of one position to two new job classes: Administrative Support Supervisor and Executive Assistant to the City Manager.*

- Continue to implement a wellness and education program to increase work productivity, reduce absenteeism and foster improvements in the well being of our employees.

***Accomplished.** To help promote good health for City employees so they exhibit high attendance rates to serve the needs of the community, Human Resources staff successfully implemented a wellness program that has included a comprehensive Health Fair and a workshop taught by a fitness/nutrition specialist. A strategy was devised to offer one wellness topic bimonthly and establish a walking program to encourage staff exercise and mental wellbeing.*

- Develop an employee recognition program to improve and maintain morale by honoring initiative and contributions by employees.

***In progress.** The Human Resources Department was instrumental in assisting the various departments within the City to help facilitate monthly team building and recognition events that encouraged department collaboration to promote more efficient services to the community. These events are also an opportunity to acknowledge staff accomplishments and promote recognition of innovative ideas, community and program collaborations and contributions toward the City's goals. This project is listed as a current year task.*

- Evaluate service delivery options of health, dental and vision plans to determine the future direction of employee benefits.

***Partially implemented.** Our current practice is to conduct a total benefits analysis every other year. No review was needed in the fiscal year 2007-08 however, the Human Resources staff did conduct an employee survey on available benefits offered to City*

employees to identify service delivery concerns for when the review is initiated in the fiscal year 2008-09.

Other Accomplishments not Identified as a Goal in Fiscal Year 2007-08 Budget

- *A study was conducted to ensure each City position was classified correctly in accordance with the Fair Labor Standards Act.—Goal #3*
- *Updated the published benefit summaries for director, exempt and non-exempt job classes.—Goal #3*
- *To improve organizational effectiveness, Human Resources evaluated the City's current compliance with employment laws and applicable regulations and reported back to the City Manager on policy and procedures that need to be adopted, guidelines or areas for improved communication to employees and training programs that need to be implemented.—Goal #3*

FISCAL YEAR 2008 – 2009 PROJECTS

The City has thirteen overall goals as stated on page 2. Listed below are the projects, above and beyond our normal operations, targeted for initiation or completion in the upcoming fiscal year. We have indicated the total project costs whenever the direct cost is reasonably determinable. The projects are grouped by the overall goal that they serve.

Champion Employee Development and a High Performance Work Environment—Goal #3

- Administer and implement Citywide training programs that promote organizational effectiveness and improve customer service, to include:
 - In July 2008, establish the schedule for the final three training sessions of the leadership development and essential skills for managing employees program so that it is completed by December 2008. (\$15,000)
 - By the end of August 2008, work with departments to identify safety training needs, identify available training resources and coordinate two Citywide safety trainings to prevent potential injuries which could ultimately provide cost savings to the City.
 - By August 2008, equip supervisors with the necessary knowledge pertaining to sexual harassment and discrimination prevention with an in-house training program presented to promote a positive work environment that allows employees to focus on City services.
 - Identify options for a comprehensive training program to educate managers and supervisors on the steps for identifying effective performance measures and developing SMART (Specific, Measureable, Attainable, Realistic, and Time sensitive) goals that allow departments to measure their productivity and establish necessary process/service improvements where problems exist. This training program will be conducted by January 2009. (\$5,000)
 - By February 2009, develop and schedule a supervisory training program to ensure supervisors understand their role in effectively administering the City's Human Resources Manual policies, applying strategies to optimize employee performance, addressing employee development needs and promoting an effective team environment to foster a high performance workforce.

- By March 2009, coordinate a training program to educate employees on the benchmarking process that will assist them in finding and evaluating best practices identified by other organizations and cities that will help improve our processes and customer service approach. (\$5,000)
- To promote the safety and health of our workforce, the Human Resources department will implement a comprehensive Injury and Illness Prevention Program (IIPP) by August 2008, to outline employee safety responsibilities, training, worksite evaluation requirements, accident investigation and management's role in responding to safety concerns.
- Enhance the new employee orientation process to include the City's philosophy for exceptional customer service, an ergonomic review with the new employee and a document that contains key webpage links to important information that will help the employee more efficiently transition into their job.
- ★ To encourage more innovation, increase productivity and improve services to the community, Human Resources will promote the employee recognition program to expand the occurrence of employee recognition by 20 percent. This will involve implementation of several new employee recognition options and better communication to the overall workforce.
- By April 2009, develop the Human Resources Intranet website and publish information to promote employee development and provide links to important information and forms pertaining to benefits, retirement, employee leave issues, safety, performance management, training opportunities and the Employee Assistance Program.
- Evaluate employee benefits as they compare to the 16 jurisdictions identified in the City's compensation philosophy to ensure the City of Rancho Cordova is able to recruit and retain talented employees. (\$30,000)
- In conjunction with the Finance Department and City Manager's Office, evaluate our current retirement plan through CalPERS and explore options for adjustments to the plan by September 2008, which will result in quality benefits to attract and retain the most talented employees.
- Evaluate the possible benefit enhancements or cost saving options through Public Agency Retirement Services (PARS) retirement programs tailored to public agencies by September 2008.
- By May 2009, evaluate options and report back to the City Manager and management team on a more effective performance management program that will ensure employees understand the expectations for their assigned responsibilities, align their individual goals with the department and City objectives, identify areas and opportunities for development and provide a component to ensure good performance is appropriately recognized or rewarded.
- To assist with supervisor and employee development, create four new informational handouts for distribution.
- By June 2008, evaluate the utility of the Great Plains Human Resources Module options to establish a better system for maintaining and reporting employee information, tracking performance evaluation due dates, recognition, professional license expiration dates, training needs and training completion dates. (\$1,500)

ADOPTED FISCAL YEAR 2008-2009 BUDGET

EXPENDITURES:

	FY 2006 Actual	FY 2007 Actual	FY 2008 Budget	FY 2008 Estimated Actual	FY 2009 Adopted
Salaries	44,450	\$ 100,151	\$ 263,379	\$ 166,851	\$ 230,400
Benefits	22,270	65,410	58,513	77,862	105,600
Operating	110,994	106,718	206,900	156,800	172,700
Capital Outlay	-	-	-	-	-
Transfers Out	-	-	-	-	-
TOTALS	\$ 177,714	\$ 272,279	\$ 528,792	\$ 401,513	\$ 508,700

FUNDING SOURCES:

General Fund - Discretionary	<u>\$ 508,700</u>
	<u>\$ 508,700</u>

ADMINISTRATIVE SUPPORT

DESCRIPTION

The Administrative Support Division provides high-level administrative and clerical assistance to the City Manager's Office, City Council and several City departments (Finance, City Attorney, Communications and Public Information and Human Resources). A special focus for this team is the coordination and utilization of resources to accomplish daily, weekly and monthly tasks assigned by various departments. One example of resources is the internship and student work study programs established by the Administrative Support Division. The responsibilities of this division include: leadership responsibilities, appointment coordination, planning and prioritizing, meeting preparation and coordination, problem solving, travel arrangements, conference registrations, minute-taking, Citywide project tracking, follow-up and the ability to help people (external customers and internal employees).

The division provides receptionist coverage for the two counters. Our Customer Support Specialists serve as the face of the City by being the first to respond to customers at the front counter, directing phone calls, responding to e-mails, processing incoming and outgoing mail, and serving the community and our internal employees.

FISCAL YEAR 2007 – 2008 GOAL STATUS AND ACCOMPLISHMENTS

The City has thirteen overall goals as stated on page 2. The budget for fiscal year 2007-2008 listed the Administrative Support Divisions tasks for the fiscal year and identified which overall goal the task served. Those tasks are grouped below by the overall goal that they served and a status is provided to update the public on the Administrative Support Divisions progress in achieving the stated goal. Sometimes accomplishments are achieved throughout the year that weren't identified as a goal in the budget document. These accomplishments are grouped together and listed at the bottom of this section.

Foster a Positive Image of Rancho Cordova – Goal #1

- Respond effectively to ongoing requests from City Council Members, the City Manager, department heads and support staff.

Ongoing support provided.

- Demonstrate a leadership role by managing the Heald College and Cordova High School Internship Programs, which will continue to provide additional clerical resources for the City.

Completed. We have had two Heald College interns and one Cordova High School intern in FY 2007-08.

- Continue to model excellent customer service through training and goal setting.

Completed. Conducted a survey of Council Members and staff to determine baseline and set goals for improved customer service.

- Continue to serve the citizens of Rancho Cordova by effectively handling hundreds of ongoing requests for City services through front-line receptionist duties.

Ongoing support provided.

Champion Employee Development and a High Performance Work Environment – Goal #3

- Continue to develop and upgrade the technical skills of the clerical support staff in the Administrative Support Division through ongoing computer software training with an emphasis on the Microsoft Office Suite.

Completed. *Administrative Support staff attended customer service, supervisory, leadership and technical training courses in FY 2007-08.*

- Continue to create and distribute the monthly administrative support newsletter, “Between Admins,” to share technology support tools and professional development materials.

Completed. *Monthly newsletter published and distributed to Administrative and Customer Service staff.*

- Create comprehensive training manuals for positions within Administrative Support.

Completed. *Customer Service Specialist Procedure Manual published.*

- Participate in the implementation of activities and soft benefits through active participation in the E.A.T. (Employee Advisory Team).

Completed. *The E.A.T. Committee oversees all hands meetings, monthly birthday celebrations, fundraising events and teambuilding events at City Hall.*

Ensure the Availability of the Best Public Services in the Region – Goal #4

- Continue to provide clerical support to various internal and external groups (i.e. Leadership Rancho Cordova, development team, advisory team, management team, etc.) by way of minute-taking, preparing agendas, following-up on assigned tasks, etc.

Ongoing support provided.

- Continue to provide clerical support for the Mayor’s Strong Neighborhoods Initiative program.

Ongoing support provided.

Other Accomplishments not Identified as a Goal in Fiscal Year 2007-08 Budget

- *Stacy Leitner, Executive Assistant to the City Manager and Interim City Clerk, was named one of four North American runners-up for the 4th Annual Office Team Administrative Excellence Award. Sponsored by OfficeTeam, the International Association of Administrative Professionals, and SkillSoft, the award is presented to an administrative professional who demonstrates a commitment to leadership, education, and operational efficiency.—Goal #13*
- *Employees of the Administrative Support Division have maintained memberships and have been active members within administrative professional organizations. Those organizations include: International Association of Administrative Professionals, Association of Executive and Administrative Professionals, California Business Education Association and the American Society of Administrative Professionals.—Goal #13*

- *Initiated a two-day Citywide customer service training with all City Customer Service Specialists.—Goal #3*
- *Provided interim administrative support to the Rancho Cordova Chamber of Commerce.—Goal #13*

FISCAL YEAR 2008 – 2009 PROJECTS

The City has thirteen overall goals as stated on page 2. Listed below are the projects, above and beyond our normal operations, targeted for initiation or completion in the upcoming fiscal year. We have indicated the total project costs whenever the direct cost is reasonably determinable. The projects are grouped by the overall goal that they serve.

Foster a Positive Image of Rancho Cordova – Goal #1

- To ensure positive outcomes, continue to survey customers and strive to improve overall internal and external customer satisfaction.

Champion Employee Development and a High Performance Work Environment – Goal #3

- To ensure that there is knowledgeable staff serving our citizens at City Hall, continue to offer training opportunities to Administrative Support staff in order to expand technical knowledge and advance soft skills.
- In order to provide exceptional customer service, establish a job shadowing program at City Hall. Administrative Support staff will job shadow/cross train with at least one staff member this fiscal year.
- So that there is no lapse in the level of service, create and maintain procedure manuals for all Administrative Support staff positions.

Sustain a Livable Community – Goal #8

- In order to assist in creating a sustainable community, increase purchasing of recycled office supply products when available and recycle and reuse supplies at City Hall.

Foster Responsible Citizenship – Goal #10

- To foster a positive image of the City of Rancho Cordova, volunteer or participate in community events as representatives of the City of Rancho Cordova.

Continue to Provide Regional Leadership – Goal #13

- To provide regional leadership in the administrative field, participate in administrative professional networking groups.

ADOPTED FISCAL YEAR 2008-2009 BUDGET

EXPENDITURES:

	FY 2006 Actual	FY 2007 Actual	FY 2008 Budget	FY 2008 Estimated Actual	FY 2009 Adopted
Salaries	\$ 201,650	\$ 186,466	\$ 244,123	\$ 215,243	\$ 273,900
Benefits	90,438	103,402	131,960	103,038	145,500
Operating	37,330	48,103	16,800	53,291	69,600
Capital Outlay	54	-	-	-	-
Transfers Out	-	-	-	-	-
TOTALS	<u>\$ 329,472</u>	<u>\$ 337,971</u>	<u>\$ 392,883</u>	<u>\$ 371,573</u>	<u>\$ 489,000</u>

FUNDING SOURCES:

General Fund - Discretionary	\$ 489,000
	<u>\$ 489,000</u>

FINANCE

DESCRIPTION

As a steward of public funds, the Finance Department is responsible for the fiscal health of the City as well as the collection and expenditure of funds in accordance with all applicable laws and regulations. This includes managing the processes and recording for day-to-day transactions, providing accurate reporting to the City Council, City Manager and other departments as well as performing high level, broad fiscal analysis of current activities and trends, and steering us into the future. As such, the Department is best viewed as providing two levels of service, internal operations and fiscal analysis and advisory services.

From the analysis and advisory perspective, the Finance Department is charged with the following roles and tasks:

- Primary advisor to the City Manager and City Council on fiscal and financial matters.
- Long range financial planning, including forecasting and budgeting.
- Ongoing investigation and identification of fiscal opportunities such as significant sources of new revenues or expense reductions.
- Participation in the Financial and Accounting Industry in order to stay aware of Industry Best Practices and identify opportunities for effecting change.
- Provide leadership in the development and implementation of Citywide financial policies.
- Administer the City's Investment and Debt Portfolio's.

On the internal operations side, the Finance Department performs the following functions:

- General accounting services including recording and reporting transactions in accordance with Generally Accepted Accounting Principles (GAAP).
- To ensure optimum cost recovery the Finance Department provides project accounting services, which includes tracking expenses on a project by project basis, billing third parties for cost reimbursement and maintaining customer statements and account history.
- Providing timely financial detail and summary reports to City management and the City Council to assist them in managing the activities of their respective departments.
- Design and implementation of an effective system of internal controls for the purpose of safeguarding the City's assets.
- Annual budget preparation.
- Preparation and management of Annual Independent Fiscal Audit.
- Generation of Comprehensive Annual Financial Report and Citizens' Financial Report.
- Grant compliance and reporting.

- Community Facility District and Assessment District Administration.
- Administration of the Business License Program.
- Ensuring fees are set at the appropriate levels to ensure the City is justly compensated for services provided.
- Budget management; which includes not only providing reports to departments but meeting with the various departments to discuss their performance to the budget on a regular basis throughout each fiscal year.
- Payroll processing.
- Providing contract administration.

FISCAL YEAR 2007 – 2008 GOAL STATUS AND ACCOMPLISHMENTS

The City has thirteen overall goals as stated on page 2. The budget for fiscal year 2007-2008 listed the Finance Departments tasks for the fiscal year and identified which overall goal the task served. Those tasks are grouped below by the overall goal that they served and a status is provided to update the public on the Finance Departments progress in achieving the stated goal. Sometimes accomplishments are achieved throughout the year that weren't identified as a goal in the budget document. These accomplishments are grouped together and listed at the bottom of this section.

Ensure a Safe Community—Goal #6

- Research and present to the City Council alternative options for the business license program.

***In progress.** The Finance Department was successful in implementing the business license module of the integrated Hansen software package thereby automating the business license function. Previously business licenses were processed manually and tracked via an Excel spreadsheet. Our new system will provide better tracking, better reporting and will greatly improve the efficiency of renewal processing. Improvements in these areas result in a higher level of community compliance with the business license ordinance, which in turn supports a safe and prosperous business community. Staff still intends to review the business license ordinance to research and present options to the Council for applicability and administration of the program and as such this item is listed as a current year task.*

Practice Sound Fiscal Management—Goal #11

- Complete installation of financial software and reporting tools.

***Partially implemented.** The Finance Department made significant strides in implementing the project accounting module of the accounting system. This module allowed us to automate the cost recovery of development costs, assign internal labor and overhead to both internal and external projects, which significantly enhances our cost recovery ability. We are in the final phase of this implementation. The implementation of the remaining modules is listed below as a current year task.*

- Complete cost recovery system.

In progress. As mentioned above significant strides were made in this area during fiscal year 2007-08. The system is in use and we are working to make final clean up adjustments and to create and rollout reports to end users. Full implementation is expected by the end of the current fiscal year.

- Complete a “nexus” study to determine the cost of creating and maintaining the City’s General Plan and determine an updated fee to charge developers.

In progress. The City has completed the study and is currently evaluating the timing and scope of the fee adjustment prior to taking it to Council for adoption.

- Review City Processing and Capital Facility Fees for Council update.

Partially implemented. The Finance Department reviewed and updated all processing and development impact fees in accordance with the annual inflators. Consideration is currently being given to implementing a study to determine if the fees are set at the proper amount or require adjustment to ensure full cost recovery. As such, this item is listed as a current year task.

- Coordinate the Second Annual Financial Issues Workshop.

Accomplished. On February 12, 2008 the City held its Second Annual Financial Issues Workshop. The workshop was open to the public and included such topics as the global, national, state, regional and local economy, updates on the State of California budget crisis, local demographics, results of operations and fiscal condition as of June 30, 2007, mid-year budget review, revenue and expense projections for the next five years. A total of 41 people attended the event.

- Provide a method of an online staff time reporting system that is linked to both payroll and the general ledger.

Not yet accomplished. The City has purchased an accounting system that will allow for electronic timesheets that will allow staff to enter their time electronically either in-house or in the field. Implementation had been tabled until a Human Resources Manager was hired to assist in the process. This position has now been filled. As such, this project is listed as a current year task.

- Complete an Internal Control Policy.

In progress. Reviewing, maintaining and improving Internal Controls are ongoing functions of the Finance Department. Significant improvements to our internal controls were implemented in the current year. Internal Control policies are physically imbedded within a Accounting Policies and Procedures Manual and a Purchasing Policy. The creation of both these documents is included in the current year project list.

- Obtain the Government Finance Officers Association Distinguished Budget Presentation Award for the City’s 2007-08 budget and the Certificate of Achievement for Excellence in Financial Reporting for the 2006-07 Comprehensive Annual Financial Statement.

Partially completed. The City did not submit an application for the award for the Budget Presentation. However, an application was submitted to the Government Finance Officers

Association for the Certificate of Achievement for Excellence in Financial Reporting for the 2006-07 Comprehensive Annual Financial Statement. The awards will be announced in June 2008.

- Complete an Accounting Policies and Procedures Manual in conjunction with the City's financial accounting software system.

Not yet accomplished. *The Finance Department continues to work on implementing the various modules of the accounting system and to design work process flows. Once our processes are completed and in place we will prepare this document. This project is listed as a current year task.*

- Begin process of evaluating the relocation of the Police Department administrative and operational offices to Kilgore.

Accomplished. *Staff began the process and several alternatives are currently being developed. We will report to City Council by December 2008.*

Other Accomplishments not Identified as a Goal in Fiscal Year 2007-08 Budget

★ *Creation and completion of our first Citizen's Annual Financial Report. The Citizens' Annual Financial Report was created to present an understandable and easy to read fiscal analysis for our citizens. It is available on the City website at www.cityoffranchocordova.org, at City Hall or by request at 916-851-8700.—Goal #1*

- *Developed proposal to safeguard current revenues and potentially generate significant additional revenues by modernizing the ordinance governing the levy and collection of the Utility Users Tax.—Goal #11*
- *As City General Fund revenues have come in substantially below prior year and budgeted revenues, the Finance Department has worked closely with the other City departments in monitoring and managing the City so that expenses stay at a level consistent with revenues.—Goal #11*

FISCAL YEAR 2008 – 2009 PROJECTS

The City has thirteen overall goals as stated on page 2. Listed below are the projects, above and beyond our normal operations, targeted for initiation or completion in the upcoming fiscal year. We have indicated the total project costs whenever the direct cost is reasonably determinable. The projects are grouped by the overall goal that they serve.

Champion Employee Development and a High Performance Work Environment—Goal #3

- In order to ensure efficient internal operations, practice good internal controls and provide excellent customer service, the Finance Department will create a Financial Matters Manual for new hires. This manual will include a copy of the purchasing policy, petty cash policy, accounts payable process, employee reimbursement policy and all finance related forms and templates.
- In conjunction with the Human Resources Department and the City Manager's Office, the Finance Department will evaluate our current retirement plan through CalPERS and explore options for adjustments to the plan to ensure that our staff continues to receive an attractive and competitive benefits package.

Ensure the Availability of the Best Public Services in the Region—Goal #4

- In conjunction with the City Manager’s Office, evaluate the cost-effectiveness of in-house police departments established two years ago in the Cities of Citrus Heights and Elk Grove to determine what lessons may be learned and applied to the evolution of the Rancho Cordova Police Department.

Ensure a Safe Community—Goal #6

- ★ The Finance Department will be researching and presenting to the City Council alternative options for the Business License Program. This is necessary in order to ensure that our Business License Program utilizes best practices to protect the public from potential threats to their peace, health, safety and welfare as a result of businesses not being in compliance with the vast array of City ordinances and state laws enacted for such purposes and to ensure that we achieve acceptable cost recovery without deterring businesses from operating in our City. (\$30,000)

Practice Sound Fiscal Management—Goal #11

- In order to safeguard the City’s ability to maintain and possibly expand funding for services to residents, the Finance Department will carry out the Council’s decision regarding the 2007-08 proposal to modernize the ordinance governing the levy and collection of the Utility Users Tax.
- As part of our concerted efforts to set an example of responsible environmental stewardship to the community we serve, we will continue our “green” efforts by creating and proposing a Purchasing Policy that encompasses environmentally friendly purchasing guidelines and processes.
- Monitor and advise the departments and the Council on the relationship between revenues and expenditures against the budget in order to maintain fiscal health during the downturn in the national, state and local economy and to ensure that the City is operating within its appropriated limits.
- One of the major responsibilities of the Finance Department is providing accurate and timely reports and financial information to the various departments to assist them in monitoring their activities. For several years the department has been struggling to implement its financial software and reporting tools. This year we anticipate completing the implementation and providing real time access to the system by other departments.
- The downturn in the housing market has resulted in a higher than normal property tax delinquency rate. In order to comply with legal requirements, and ensure adequate funding for services, the Finance Department will be monitoring and proactively securing payment of delinquent Mello-Roos bonds, assessments and other City fees, assessments and taxes.
- In order to ensure that our fees are adequate to provide the desired level of amenities to our residents the Finance Department will be reviewing and updating the Capital Facility Fee Program. This program sets fee levels to help fund the cost of public amenities such as libraries, City Halls, Police Departments, Corporation Yards, Community Centers and Museums. (\$15,000)
- In order to enhance accountability and consistency, provide a training tool for staff and ensure the continuity of the newly designed system and processes, the Finance Department will be creating an Accounting Policies and Procedures Manual. (\$25,000)

- The City of Rancho Cordova charges a myriad of fees for services. The fees are set and driven by unique formulas or benchmarks. In order to ensure that these fees are properly maintained and set at the appropriate level, the Finance Department will be creating a Citywide Fee Schedule which will identify each fee, describe the basis for the fee, the annual inflator and/or periodic adjustment methodology and track the date of most recent fee update and date of next scheduled review.
- In order to ensure that we have sufficient controls over cash, conduct efficient operations and provide our employees with the tools necessary to carry out their duties, the Finance Department will be reviewing and revising the existing Petty Cash Policy.
- Simplify the Chart of Accounts. The current chart of accounts is complex and exhaustive. This makes it difficult for the departments to accurately and consistently code revenues and expenses to the general ledger.
- Monitor success of Sacramento County's Alarm Permit Ordinance revision and consider proposing amendments to our ordinance in an effort to reduce the frequency and cost of false alarms.

Establish Logical (City) Boundaries—Goal #12

- The “Finger” is the area of land east of Sunrise Boulevard adjacent to Interstate 50. It was originally proposed to be included within the City boundaries, but was omitted during the incorporation process. Annexation of this area has been an important priority that the City has been working on for a number of years. This year the Finance Department will manage the completion of the fiscal study by a third party consultant which will ultimately result in the negotiation of a property tax sharing agreement and settlement or adjudication of litigation.

ADOPTED FISCAL YEAR 2008-2009 BUDGET

EXPENDITURES:

	FY 2006 Actual	FY 2007 Actual	FY 2008 Budget	FY 2008 Estimated Actual	FY 2009 Adopted
Salaries	293,078	\$ 433,792	\$ 703,980	\$ 533,000	\$ 684,500
Benefits	129,518	279,825	273,080	243,693	327,100
Operating	234,525	336,483	230,900	243,140	216,900
Capital Outlay	-	-	-	-	-
Transfers Out	-	-	-	-	-
TOTALS	\$ 657,121	\$ 1,050,100	\$ 1,207,960	\$ 1,019,833	\$ 1,228,500

FUNDING SOURCES:

General Fund - Discretionary	\$ 1,008,200
Business Licenses	217,100
Other Licenses, Permits, and Fees	3,200
	<u>\$ 1,228,500</u>

INFORMATION TECHNOLOGY

DESCRIPTION

Information Technology (IT) provides support for the City's computing systems including desktop, network and other information technology hardware, software and services, and assists with monitoring and controlling telecommunications costs and configurations.

Standard ongoing responsibilities of Information Technology include:

- Provide and manage all support and maintenance for computing resources, the wide area network, Internet connectivity and all data security.
- Provide telephone services on an organization-wide basis.
- Provide maintenance of computer equipment, networking and software applications and hosted services through contracts with outside vendors/consultants.

FISCAL YEAR 2007 – 2008 GOAL STATUS AND ACCOMPLISHMENTS

The City has thirteen overall goals as stated on page 2. The budget for fiscal year 2007-2008 listed the Information Technology Departments tasks for the fiscal year and identified which overall goal the task served. Those tasks are grouped below by the overall goal that they served and a status is provided to update the public on the Information Technology Departments progress in achieving the stated goal. Sometimes accomplishments are achieved throughout the year that weren't identified as a goal in the budget document. These accomplishments are grouped together and listed at the bottom of this section.

Champion Employee Development and a High Performance Work Environment—Goal #3

- Create a Citywide IT policy covering network use, e-mail and web use.

***In progress.** The IT Department is continuing to work with Human Resources and the City Attorney's office to develop these policies.*

- Establish a Citywide policy for the replacement/enhancement of the computers on network.

***Completed.** As part of the City's commitment to a High Performance Work Environment, the IT Department has established a computer replacement policy. By providing staff with efficient computers, we can provide better service to our community. Because computers are a key tool in our working, implementation of the Computer Refresh Program is a positive step in responsibly ensuring that our staff has necessary computing resources.*

- Complete implementation of Finance and Human Resources Great Plains modules and XL Reporter.

***In progress.** The IT Department has been assisting the Finance Department in implementing the Great Plains product and XL Reporter.*

Ensure the Availability of the Best Public Services in the Region—Goal #4

- ★ Create a Citywide GIS Strategic Plan addressing GIS needs and planning for new GIS technology.

Completed. *The IT Department was successful in creating a GIS strategic plan that encompassed needs assessment and evaluation of all departments. A GIS Strategic Plan was published and made available to staff. This is being used to fulfill the GIS needs of the City. The enterprise GIS enables fast and easy access to data and system resources, which continuously contributes to better support and more informed decision making by City staff and City leaders to benefit the community.*

- Continue implementation plan for Hansen Enterprise software

Completed. *During the 2007-08 fiscal year we successfully implemented the following modules:*

- *Business License Module: The IT Department was successful in implementing the Business License Module of the Hansen Enterprise Software which now gives the Finance Department an automated Business License System. Business licensing was previously tracked manually via Excel spreadsheets. Our new system will provide better tracking, better reporting and will greatly improve the efficiency of renewal processing.*
- *Public Works Module: IT and Public Works staff were successful in obtaining and converting County data to integrate into the Hansen Database. This now gives the Public Works staff the ability to track, create and generate work orders. This data gives the Public Works staff much needed information about our roadways, streets, signs and other City assets.*

Remaining modules for implementation: Planning, Code Enforcement, Dynamic Portal.

- *Planning Module: IT and the Planning Department have completed a process brief and anticipate starting this project with Infor (formerly Hansen) in June 2008.*
- *Code Enforcement Module: Anticipate beginning this phase of the project last quarter of 2008.*
- *Dynamic Portal: Hansen Dynamic Portal to allow citizen interface via website to Business License Application and Status as well as Building Permit Application and Status. Hansen was purchased by Infor. Due to a disagreement over the intent of the contract we are have currently placed Dynamic Portal on hold while we negotiate over the contract.*
- Upgrade Server Room battery backup system

On hold. *We are waiting until we complete a needs assessment for a generator at City Hall. If we install a generator there will be no need to expand our battery backup system. We are also looking into a Hydrogen Fuel Cell Generator for the server room to be backup power for data and telecommunications systems if a complete power solution for the building is not implemented.*

- Add waterless fire suppression to server room.

Cancelled. Staff researched this issue and discovered that fire regulations prevented removal of the water system from the server room, and consequently installation of a waterless system becomes useless.

Other Accomplishments not Identified as a Goal in Fiscal Year 2007-08 Budget

- *Equipped Code Enforcement vehicles with laptops and printers to allow officers to work wirelessly in field.—Goal #4*
- *Worked to help solve IT problems at the Chamber of Commerce and the Cordova Recreation and Park District.—Goal #13*
- *Improved ability to timely respond to the IT needs of our staff and our partners in the community by hiring an IT Technician.—Goal #4*
- *Implemented wireless application to give the Building Inspectors the ability to do Inspection via Handheld Device. This system streamlines the inspection process and wirelessly syncs data in real time. This eliminates hand written inspection slips and provides quicker results allowing citizens the possibility of rescheduling the same day as a failed inspection.—Goal #4*

FISCAL YEAR 2008 – 2009 PROJECTS

The City has thirteen overall goals as stated on page 2. Listed below are the projects, above and beyond our normal operations, targeted for initiation or completion in the upcoming fiscal year. We have indicated the total project costs whenever the direct cost is reasonably determinable. The projects are grouped by the overall goal that they serve.

Champion Employee Development and a High Performance Work Environment—Goal #3

- Provide better connectivity to remote users by implementing a seamless connectivity solution. This will allow us to provide better service to our citizens by increasing the reliability of and availability of network connection to remote users. This includes Animal Services, Code Enforcement, Building Inspectors and other staff. This project would give IT better connectivity to remote users allowing us to push software updates, Antivirus updates, security updates and fixes that we cannot currently do. IT will also have the ability to remote assist users with problems while out in the field. This will also make remote connection to the City's network seamless to the user who will always be connected when Internet access becomes available. This system would also set policies to remote users allowing IT to safeguard the network while providing remote user access to data needed to service our community out in the field.

Ensure the Availability of the Best Public Services in the Region—Goal #4

- Virtualize servers for high availability, conserve energy and business continuity. By virtualizing our servers we can combine multiple servers into a single server and balance those servers for high availability, reliability and redundancy. This will also enhance our ability to creating a disaster recovery site which will be incorporated into a business continuity plan. Virtualizing servers also saves us energy by reducing the number if servers needed and reduces the amount of cooling needed in the server room. Project will help us insure that we are providing the best services to our community.

- Implement Hansen Dynamic Portal. After completing contract negotiations with Infor regarding Dynamic Portal, the IT Department will move forward in working with appropriate departments to implement Hansen Dynamic Portal. This will provide a citizen interface via the website to Business License application and status as well as Building Permit application and status.
- Implement Hansen Modules for Planning and Code Enforcement.
 - Planning Module – IT and the Planning Department have completed a process brief and anticipate starting this project with Infor (formerly Hansen) in June 2008.
 - Code Enforcement Module – Anticipate beginning this phase of the project last quarter of 2008. This module will provide a case management system that will provide Code Enforcement better tracking of cases, and also will provide Code Enforcement Officers in the field the ability to look up Business License and Building Permit information.
- Manage the completion of the Great Plains Accounting System implementation. Assist the Finance Department in the completion of the Great Plains Financial System by providing project management and oversight. Work with Eskel Porter (consultants) on any technical issues.

ADOPTED FISCAL YEAR 2008-2009 BUDGET

EXPENDITURES:

	FY 2006 Actual	FY 2007 Actual	FY 2008 Budget	FY 2008 Estimated Actual	FY 2009 Adopted
Salaries	\$ 61,097	\$ 91,979	\$ 262,606	\$ 156,000	\$ 242,400
Benefits	16,906	41,020	69,709	78,198	109,000
Operating	167,470	410,782	438,800	507,275	584,925
Capital Outlay	787,215	281,025	-	113,000	83,500
Transfers Out	-	-	-	-	-
TOTALS	\$ 1,032,688	\$ 824,806	\$ 771,115	\$ 854,473	\$ 1,019,825

FUNDING SOURCES:

General Fund - Discretionary	\$ 888,725
Transfers In	131,100
	<u>\$ 1,019,825</u>

RISK MANAGEMENT

DESCRIPTION

Risk Management administers the City program to minimize harm to the physical, human, and fiscal resources of the City and to minimize the total cost of risk to the City of Rancho Cordova.

Risk Management provides the following services for the City:

- Management of all insurance operations for the City, and review of insurance contract language to ensure the best liability protection for the City.
- Coordination of the information flow between the City's insurance adjusters and City personnel.
- Advice on loss control and insurance for City management.
- Management oversight on all open liability claims which are filed against the City.
- Provide oversight of the City's worker's compensation program.

FISCAL YEAR 2007 – 2008 GOAL STATUS AND ACCOMPLISHMENTS

The City has thirteen overall goals as stated on page 2. The budget for fiscal year 2007-2008 listed Risk Management's tasks for the fiscal year and identified which overall goal the task served. Those tasks are grouped below by the overall goal that they served and a status is provided to update the public.

Champion Employee Development and a High Performance Work Environment—Goal #3

- Conduct two risk management trainings in conjunction with CSAC.

***Not completed.** Resources applied to development of the Emergency Operations Plan.*

Practice Sound Fiscal Management—Goal #11

- Facilitate creation of a formal Citywide risk management program.

***Not complete.** Resources applied to development of the Emergency Operations Plan.*

FISCAL YEAR 2008 – 2009 PROJECTS

The City has thirteen overall goals as stated on page 2. Listed below are the projects, above and beyond our normal operations, targeted for initiation or completion in the upcoming fiscal year. We have indicated the total project costs whenever the direct cost is reasonably determinable. The projects are grouped by the overall goal that they serve.

Champion Employee Development and a High Performance Work Environment—Goal #3

- In order to educate City staff on workplace safety and/or loss prevention we will conduct two risk management trainings in conjunction with California State Association of Counties (CSAC) – Excess Insurance Authority.
- In order to promote workplace safety and ensure adherence to safe practices and applicable laws, we will establish a Safety Committee that will review best practices and make implementation recommendations.

Practice Sound Fiscal Management—Goal #11

- In order to safeguard financial and personnel assets of the City of Rancho Cordova, best practices recommend the establishment and implementation of a Citywide risk management program to address liability and worker’s compensation issues.

ADOPTED FISCAL YEAR 2008-2009 BUDGET

EXPENDITURES:

	FY 2006 Actual	FY 2007 Actual	FY 2008 Budget	FY 2008 Estimated Actual	FY 2009 Adopted
Salaries	\$ -	\$ -	\$ -	\$ -	\$ -
Benefits	-	129,297	-	-	-
Operating	111,363	213,188	425,000	333,373	370,000
Capital Outlay	-	-	-	-	-
Transfers Out	-	-	-	-	-
TOTALS	\$ 111,363	\$ 342,485	\$ 425,000	\$ 333,373	\$ 370,000

FUNDING SOURCES:

General Fund - Discretionary	\$ 370,000
	<u>\$ 370,000</u>

PUBLIC SAFETY SUMMARY

DESCRIPTION

The Public Safety function is comprised of the budgets for the Rancho Cordova Police Department and the contract services of the Community Prosecutor.

ADOPTED FISCAL YEAR 2008-2009 BUDGET

EXPENDITURES:

	FY 2006 Actual	FY 2007 Actual	FY 2008 Budget	FY 2008 Estimated Actual	FY 2009 Adopted
Salaries	\$ -	\$ -	\$ -	\$ -	\$ -
Benefits	-	-	-	-	-
Operating	13,246,499	13,575,670	15,522,000	15,562,560	15,908,669
Capital Outlay	-	-	-	-	-
Transfers Out	-	-	-	-	-
TOTALS	\$ 13,246,499	\$ 13,575,670	\$ 15,522,000	\$ 15,562,560	\$ 15,908,669

FUNDING SOURCES:

General Fund - Discretionary	\$ 14,275,984
Police Tax	750,000
Other Licenses, Permits, and Fees	40,000
Traffic Citations	245,000
Other Fines and Forfeitures	386,500
Other Charges for Services	145,000
Transfers In	66,185
	\$ 15,908,669

POLICE DEPARTMENT

DESCRIPTION

The Rancho Cordova Police Department (RCPD) is a community based policing organization and subscribes to a Community Oriented Policing (C.O.P.) philosophy. This philosophy includes a management style and organizational strategy that promotes proactive problem solving and police-community partnerships. There are six major principles that are critical to the Community Oriented Policing philosophy:

- Partnerships
- Accountability
- Empowerment
- Problem Solving
- Service Orientation
- Risk Taking

The department is operated as a shared command police agency with the Sacramento Sheriff's Department and is responsive to the needs of the City residents and businesses. The personnel for the department are obtained through a contract with the Sacramento County Sheriff's Department.

The Rancho Cordova Police Department focuses efforts on producing the following desired outcomes:

- Order and civility in public places
- Reduction of crime and victimization
- Quality service and customer satisfaction
- Offenders held accountable
- Efficient and effective use of resources (operational and financial)

The above outcomes are produced through the following six functional areas:

- **Office of the Chief of Police:** responsible for effective management and coordination of police services in the community.
- **Administrative Services Bureau:** responsible for training, finance and facility operations and provides the necessary support functions needed to carry out daily operations.
- **Field Operations Bureau:** performs a wide variety of patrol functions, including: responding to life threatening emergencies and in-progress criminal activity, accident investigation and traffic enforcement, addressing quality of life issues in neighborhoods and business districts and performing peacekeeping activities.
- **Investigations and Community Services Bureau:** includes investigations, problem-oriented policing, school resource officers, volunteer services, traffic enforcement, crime prevention, crime and traffic analysis and fingerprinting. This includes follow-up investigations on both criminal and traffic related cases. This division also provides traffic enforcement, accident investigation and takes crime reports from the public.
- **Communications and Records Services:** provided by the Sheriff's Technical Services Division, this division is responsible for handling calls-for-service from the community and the

dispatching of officers, and provides processing, routing, storage and retrieval of police reports and citations.

- **Program Support Services:** consists of a menu of fee-for-service support such as major crime investigation, helicopter patrol, canine units, crime scene investigation, SWAT Team, Homeland Security and hazardous material response.

Additional standard ongoing services provided by the Rancho Cordova Police Department's Rockingham Station include:

- Report-taking (telephone and walk-in)
- Applicant fingerprinting
- Access to the Megan's Law computer
- Crime analysis
- Neighborhood Watch
- Business Watch
- Business security survey
- Vacation house checks
- Crime prevention meetings
- Community meeting room
- Victims case updates/notifications
- Officer contact survey

FISCAL YEAR 2007– 2008 GOAL STATUS AND ACCOMPLISHMENTS

The City has thirteen overall goals as stated on page 2. The budget for fiscal year 2007-2008 listed the Police Departments tasks and identified which overall goal the task served. Those tasks are grouped below by the overall goal that they served and a status is provided to update the public on the Police Departments progress in achieving the stated goal. Sometimes accomplishments are achieved throughout the year that weren't identified as a goal in the budget document. These accomplishments are grouped together and listed at the bottom of this section.

Ensure the Availability of the Best Public Services in the Region—Goal #4

- Continue to improve customer service through improved interactions with the community.

Completed and ongoing.

- *Developed a questionnaire survey 'Officer Feedback Form' for citizens to provide their opinions on officer contact in Rancho Cordova.*
- *Developed a notification system to advise victims of burglaries the status of their case.*
- *Planned and completed department personnel orientations to the City's various departments and their functions.*
- *Increased town hall meetings with the community and implemented monthly zone meetings with officers assigned to specific areas.*
- Revise the Rancho Cordova Police Department's website to provide a user friendly means to access law enforcement related information and a conduit to provide information to the community.

Completed. *The Police Department website was redesigned and upgraded, continuing to be frequently updated with information about the department, special events and public awareness notifications.*

- Assist in the process of relocating police services to a new building.

Not completed. *Due to budget constraints this has not been completed.*

- Collaborate with the other City departments and the City Council in creating an Emergency Response Plan as directed by a consultant hired by the City.

Partially complete. *A draft of the plan has been completed and is pending approval by legal representatives for the City and the State Office of Emergency Services.*

- Continue to seek funding opportunities to provide additional public safety, education and traffic enforcement to the community.

Completed and ongoing. *Office of Traffic Safety has awarded safety seat, seatbelt, street racing and DUI checkpoint grants to the Rancho Cordova Police Department for FY 2008-09. In addition to increased traffic enforcement and additional DUI checkpoints, classes have been implemented in Spanish, Russian and English to educate the public on child restraints and seatbelts.*

- Work toward the development and implementation of a fully functional reverse directory telephone recording notification system to provide information to communities during critical incidents and/or major events.

Not completed. *This project is pending due to budget constraints.*

- Partner with other City departments in planning for the growth of City services as the City continues to grow.

Completed and ongoing. *Police Department officers regularly work with Code Enforcement on neighborhood nuisance issues; police officers responded to assist Code Enforcement staff with abandoned vehicles and participated in seven Blight Busters programs. Police Department traffic officers meet regularly with Public Works to discuss improvements to traffic safety.*

- Maintain a responsible budget to ensure services are provided within fiscal restraints while maintaining adequate law enforcement services to the community.

Completed and ongoing. *Additional services to the public have been implemented without additional funding, utilizing existing personnel on overtime and some shift modifications. Police services has managed to add more public interaction events and law enforcement special attention services while staying within the budget amount. Police Department fiscal staff and Chief meet quarterly with City fiscal staff and executive staff to review and discuss budget.*

Ensure a Safe Community—Goal #6

- Obtain authorization and fiscal support from the Rancho Cordova City Council to create, implement and maintain a full-time Crime Suppression Unit within the Rancho Cordova Police Department.

Creatively completed and ongoing. This project is utilizing existing police officer positions. The project has resulted in multiple arrests for parole violations and allowed aggressive enforcement in problem areas reported by the community. The continued success of this program relies on the continuing redeployment of existing patrol officers.

- Obtain authorization and fiscal support from the Rancho Cordova City Council to create, implement and maintain a permanent full time K-9 narcotic officer and dog.

Creatively completed and ongoing. This project is utilizing two existing police officer positions, balancing patrol with narcotics related enforcement. The effects of this program in FY 2008-09 are increased asset forfeiture funds returned to the City. These funds are returned from violators, to be utilized for enhancement to any narcotics related enforcement needs. This program effectively increases arrests and convictions of narcotics related violators, in addition to providing lengthier sentencing for felons.

Other Accomplishments not Identified as a Goal in Fiscal Year 2007-08 Budget

- One Community Services Officer (CSO) has been deployed to service the Anatolia area by redirecting an existing non sworn position. The increase in commercial development and residential areas has increased the need to expand the CSO program.—Goal #6
- Transient Enforcement Detail (TED) implementation of special patrol enforcement of transient related problems in designated areas, rotating existing officers on overtime.—Goal #6
- Grant purchased mobile surveillance cameras, in use, available as a crime deterrent and to monitor suspicious activities in problem areas.—Goal #6
- Trading Card program established. Distributed color pictures with basic information to the public by City police officers identifying themselves and encouraging public interaction.—Goal #4
- Increased Grapevine Ads to inform the public of Rancho Cordova Police Department announcements, events and programs.—Goal #4

FISCAL YEAR 2008 – 2009 PROJECTS

The City has thirteen overall goals as stated on page 2. Listed below are the projects, above and beyond our normal operations, targeted for initiation or completion in the upcoming fiscal year. We have indicated the total project costs whenever the direct cost is reasonably determinable. The projects are grouped by the overall goal that they serve.

Ensure the Availability of the Best Public Services in the Region—Goal #4

- In order to increase the public awareness of law enforcement functions and the protection of citizens, the Police Department will implement a Youth Academy, Senior Academy and Citizens Academy. Included will be tours of police related facilities, crime prevention education, drug and gang awareness, safety tips and education on community organizations, ride along programs and active interaction with police officers during their assigned duties. The first academy is planned for implementation in July 2008. Flyers have been sent out to the public and applications are being accepted.

- Seek funding opportunities to provide additional public safety, education and traffic enforcement to the community through grants.
- Develop a plan for the cost effectiveness of using Community Service Officers in place of police officers for lesser crimes, reports and traffic accidents.
- Assist in planning the future relocation of police services to a larger building.
- ★ Work toward the development and implementation of a fully functional reverse directory telephone recording notification system to provide information to the community during critical incidents and/or major events.
- ★ Increase public contact, participation in community events and provide current website and Grapevine news to build a stronger relationship between police and the community. Outcome measures of statistical data and customer surveys will be used to address the public concerns of safety.

Ensure a Safe Community—Goal #6

- Add the feature of ‘Amber Alert’ and escapee notifications to the police website for public awareness and protection.

ADOPTED FISCAL YEAR 2008-2009 BUDGET

EXPENDITURES:

	FY 2006 Actual	FY 2007 Actual	FY 2008 Budget	FY 2008 Estimated Actual	FY 2009 Adopted
Salaries	\$ -	\$ -	\$ -	\$ -	\$ -
Benefits	-	-	-	-	-
Operating	13,246,499	13,491,030	15,415,000	15,453,240	15,790,569
Capital Outlay	-	-	-	-	-
Transfers Out	-	-	-	-	-
TOTALS	\$ 13,246,499	\$ 13,491,030	\$ 15,415,000	\$ 15,453,240	\$ 15,790,569

FUNDING SOURCES:

General Fund - Discretionary	\$ 14,157,884
Police Tax	750,000
Other Licenses, Permits, and Fees	40,000
Traffic Citations	245,000
Other Fines and Forfeitures	386,500
Other Charges for Services	145,000
Transfers In	66,185
	\$ 15,790,569

COMMUNITY PROSECUTOR

DESCRIPTION

The Community Prosecutor is an arm of the Sacramento County District Attorney's Office acting as a liaison between the City and the court system. The Community Prosecutor is responsible for representing and ensuring the City's best interests in civil and criminal actions as well as special prosecutions. This individual works closely with City staff, including Code Enforcement staff and the Police Department: Patrol, Detectives, Traffic and Problem Oriented Policing (POP) officers.

ADOPTED FISCAL YEAR 2008-2009 BUDGET

EXPENDITURES:

	FY 2006 Actual	FY 2007 Actual	FY 2008 Budget	FY 2008 Estimated Actual	FY 2009 Adopted
Salaries	\$ -	\$ -	\$ -	\$ -	\$ -
Benefits	-	-	-	-	-
Operating	-	84,640	107,000	109,320	118,100
Capital Outlay	-	-	-	-	-
Transfers Out	-	-	-	-	-
TOTALS	\$ -	\$ 84,640	\$ 107,000	\$ 109,320	\$ 118,100

FUNDING SOURCES:

	\$ 118,100
General Fund - Discretionary	\$ 118,100

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COMMUNITY DEVELOPMENT SUMMARY

DESCRIPTION

The Community Development function includes the Economic and Neighborhood Development Department (with divisions of Economic Development, Housing, and Neighborhood Services), Planning, Building and Safety and Facilities Management.

ADOPTED FISCAL YEAR 2008-2009 BUDGET

EXPENDITURES:

	FY 2006 Actual	FY 2007 Actual	FY 2008 Budget	FY 2008 Estimated Actual	FY 2009 Adopted
Salaries	\$ 357,678	\$ 911,216	\$ 1,773,286	\$ 1,541,238	\$ 1,754,100
Benefits	136,766	503,253	783,698	700,705	876,800
Operating	6,333,016	5,701,114	5,836,960	4,935,172	4,225,570
Capital Outlay	185,553	114,601	220,000	311,500	69,500
Transfers Out	-	-	-	251,200	126,570
TOTALS	\$ 7,013,013	\$ 7,230,184	\$ 8,613,944	\$ 7,739,815	\$ 7,052,540

FUNDING SOURCES:

General Fund - Discretionary	\$ 2,449,490
Franchise Fees	4,000
Building Permits	1,606,750
Other Licenses, Permits, and Fees	123,000
Other Fines and Forfeitures	14,000
Use of Property	950,700
Planning Cost Recovery	1,444,000
Transfers In	460,600
	\$ 7,052,540

ECONOMIC AND NEIGHBORHOOD DEVELOPMENT

DESCRIPTION

The Economic and Neighborhood Development Department provides enhanced service delivery in support of comprehensive economic and neighborhood development. In doing so, our mission is twofold:

- To maximize Rancho Cordova’s potential as a thriving hub for businesses and jobs.
- To develop and execute revitalization and development strategies that drive growth and investment in the City’s existing neighborhoods, commercial corridors and newly developing areas.

STRUCTURE AND SERVICES

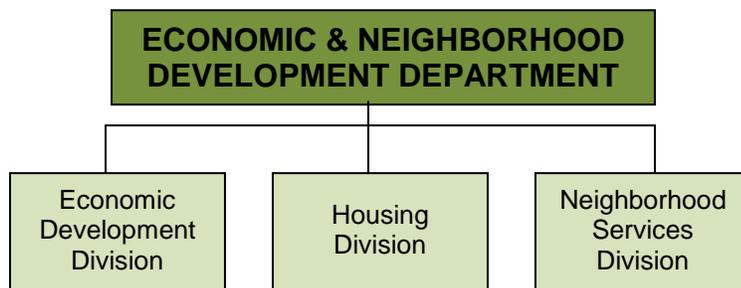
The Economic and Neighborhood Development Department is comprised of the following divisions:

The **Economic Development Division** directs and implements actions identified in the City’s Economic and Neighborhood Development Strategy. The Division also provides management oversight of the entire Department, and administers day-to-day operations of the City’s Redevelopment Agency.

The **Housing Division** develops and manages a variety of programs that expand housing choices, revitalize neighborhoods and respond to special needs. The Division also administers the City’s Community Development Block Grant (CDBG) program and the Very Low-Income Housing Trust Fund.

The **Neighborhood Services Division** administers an enforcement program to correct violations of municipal codes and land use requirements. The Division also provides animal care and control services, and enforces animal laws and ordinances.

Discussion on prior year accomplishments and proposed actions for each Division are detailed in subsequent sections of this budget document.



ECONOMIC DEVELOPMENT

DESCRIPTION

The Economic Development Division provides leadership on developing and implementing key programs that fuel the local economy and improve the standard of living for City residents. Our activities are guided by the Economic Development and Redevelopment Strategies with additional direction provided in our annual work plan.

The four key Economic Development strategies and underlying objectives of those documents include:

- **Revitalize Folsom Boulevard**
 - Focus on the Pulse Points (Mather/Folsom, Zinfandel/Folsom, Sunrise/Folsom)
 - Support the business and property owners
 - Address the infrastructure needs
- **Attract, retain and expand business**
 - Monitor the business community
 - Provide a superior level of service
 - Create visibility and promotion
- **Maximize Revenue Opportunities**
 - Improve the capture of household spending
 - Strengthen retail choices
 - Capitalize on business to business and employee spending
- **Foster place making; enhance community amenities**
 - Pursue catalyst projects that create “place”
 - Leverage partnerships to improve community facilities
 - Increase tourism and cultural amenities

FISCAL YEAR 2007 – 2008 GOAL STATUS AND ACCOMPLISHMENTS

The City has thirteen overall goals as stated on page 2. The budget for fiscal year 2007-2008 listed the Economic Development Department tasks for the fiscal year and identified which overall goal the task served. Those tasks are grouped below by the overall goal that they served and a status is provided to update the public on the Economic Development Departments progress in achieving the stated goal. Sometimes accomplishments are achieved throughout the year that weren't identified as a goal in the budget document. These accomplishments are grouped together and listed at the bottom of this section.

Ensure the Availability of the Best Public Services in the Region—Goal #4

- Formalize a team of City and outside agency officials to expedite development review and permit processes for key economic inducing projects.

***In progress.** We have developed a contact reference guide for all aspects of the development review process and are working on solutions to help expedite processes.*

Drive Diverse Economic Opportunities—Goal #9

- Adopt and implement the City's Economic and Redevelopment Strategy, and related one-year work plan.

Accomplished. *The 5-year Economic and Redevelopment Strategy has been completed and we have begun implementing the approved one-year work plan.*

- Redesign and accelerate implementation of a City-branded business retention and expansion program.

In progress. *Began implementation of the retention program by holding a business roundtable with the City's top employers and made over 20 business visits to targeted businesses.*

- Launch and promote the City's business web portal and site selector website.

Completed. *Rancho Cordova Prospector is available online and has over 180 sites listed.*

- Define and market a continuum of resources for small businesses and large employers.

Completed. *Produced a small business resource guide for businesses in Rancho Cordova and distributed through business surveys and commercial code enforcement.*

- Facilitate approvals for new retail at Anatolia Marketplace, Rio del Oro and Capital Village.

Ongoing. *This year Lowe's opened in the Capital Village shopping center and the development company is currently working on additional retail stores. We will continue to work with our development community to facilitate retail expansion.*

- Build relationships with the commercial brokerage community to understand retailer needs and attraction incentives.

Ongoing. *This year we have completed a site selection web tool (www.ranhocordovaprosector.com) and have directly marketed over 1,500 brokers, corporate real estate individuals and site location consultants in marketing this tool.*

- Implement Folsom Boulevard "retail adjustment" recommendations per the City's Economic and Neighborhood Development Strategy.

Ongoing. *This year we have brought forward the Economic Development work plan that lays out the tasks focused on Folsom Boulevard and retail expansion.*

- Establish an Economic Development Fund to provide public financial support for the retention, attraction and expansion of targeted businesses.

Completed. *This was the first year that Redevelopment funding was available and that revenue source will be used to provide funding opportunities for business attraction and retention.*

- Develop a targeted business attraction list and associated marketing plan for implementation.

Partially accomplished. *We are directly marketing Sacramento Area Trade and Commerce Organization (SACTO) on availability of sites in Rancho Cordova.*

- Identify geographic boundaries and conduct a feasibility assessment for possible Business Improvement District (BID) formation.

In progress. The Department has begun business surveys along the corridor to assist in boundary determination and finding a steering committee for possible BID formation.

- Promote market and facilitate the development of key sites along Folsom Boulevard.

Ongoing. This year we are currently working on projects in the Mather and Sunrise pulse points.

- Prepare a market demand analysis to determine appropriate uses within the Convention Center Overlay District.

Not Completed. This action will be part of the 2008-09 budget and work plan.

Other Accomplishments not Identified as a Goal in Fiscal Year 2007-08 Budget

- *Participated in articles in the Sacramento Bee, Sacramento Business Journal, Grapevine and other news outlets.—Goal #1*
- *Published ads and participated in article development in Comstock Magazine, SACTO Economic Profile and other trade publications.—Goal #1*
- *Designed marketing materials for the department to use in the attraction and retention of businesses.—Goal #1*
- *Created a five-year investment report that provides a comprehensive list of public and private investment in the City of Rancho Cordova.—Goal #1*
- *Increased Department impact by recruiting experienced staff and implementing management internship program.—Goal #3*

 *Provided assistance to businesses that have invested in Rancho Cordova with a total of 1,400 jobs: Pharmacy School, EdFund, BloodSource, Pearson, Sierra Machinery, Target.—Goal #9*

- *Continued to work with Los Rios Community College District on locating a permanent extension campus on Folsom Boulevard.—Goal #9*
- *Purchased the Grandee Apartments to alleviate blight and eliminate a substantial use of Police and Code Enforcement resources.—Goal #9*
- *Leveraged, maintained and built partnerships with key economic development stakeholder groups including, but not limited to: Rancho Cordova Chamber of Commerce, Sacramento Metro Chamber of Commerce, Sacramento Area Commerce and Trade Organization, Fabulous 50 Marketing Group and Sacramento Area Regional Technology Alliance.—Goal #13*

FISCAL YEAR 2008 – 2009 PROJECTS

The City has thirteen overall goals as stated on page 2. Listed below are the projects, above and beyond our normal operations, targeted for initiation or completion in the upcoming fiscal year. We have indicated the total project costs whenever the direct cost is reasonably determinable. The projects are grouped by the overall goal that they serve.

Foster a Positive Image of Rancho Cordova—Goal #1

- To address the concerns of the citizens in the 2008 public opinion survey on programs attracting and retaining businesses we will create and publish a variety of professional marketing materials.
- Participate in producing information on tourism and entertainment to be used for distribution to local employers and hotels in order to market visitors to the City of Rancho Cordova.
- Assess the needs of businesses along Folsom Boulevard by conducting a survey and initiate programs to address the problems.
- Improve the image of Rancho Cordova through advertising and article placement.

Ensure the Availability of the Best Public Services in the Region—Goal #4

- Facilitate the development of a comprehensive fee booklet and fee estimator to provide a better level of customer service to the development community.
- Initiate program or process that provides customers with a single point of contact throughout the development process.

Drive Diverse Economic Opportunities Goal—#9

- ★ Begin to address the infrastructure needs along Folsom Boulevard by completing a Folsom Boulevard Infrastructure analysis.
- Hold a Folsom Boulevard Business event focused on establishing a Business Improvement District (BID) to spur the businesses and property owners toward improving the look and feel of Folsom Boulevard.
- Create business growth opportunities by conducting targeted business visits to our business community as part of the Economic Development work plan.
- Assess the needs of our business community by conducting a business roundtable with our top revenue creating businesses.
- Facilitate a business roundtable with our local development community focused on the development process to evaluate how we can improve our customer service for development review.
- Create a façade improvement program for Folsom Boulevard to address the issues in the 2008 public survey of making Rancho Cordova “attractive and viable”.
- Redevelop portions of Rancho Cordova by financially participating in a project at the Mather/Folsom pulse point.

- Redevelop portions of Rancho Cordova by financially participating in a project at the Sunrise/Folsom pulse point.
- Redevelop portions of Rancho Cordova by financially participating in a project at the Zinfandel/Folsom pulse point.
- Produce a Demographic Profile for the City of Rancho Cordova to provide quality statistics for marketing and distribution.
- Market specific retail opportunities at the International Conference of Shopping Centers (ICSC) to address the 22% of the residents surveyed in the 2008 public survey that want more shopping options.
- Meet the needs of the business community by initiating a feasibility analysis on constructing a Convention Center in the Convention Overlay Zone.
- In order to be successful in business attraction and retention, hold an event with local commercial brokers to understand location needs and analysis.
- Determine the future utilization of the Grandee Apartment site to redevelop portions of Folsom Boulevard.
- Begin to meet the needs of the 2008 customer survey requesting more recreational facilities by evaluating the viability of a regional sports complex in Rancho Cordova.
- Develop a quarterly business recognition program to highlight local success stories.
- Evaluate the strategic direction to attract more retail stores by providing quarterly review and analysis on retail opportunities.
- In order to provide funding to make Rancho Cordova attractive and viable, execute redevelopment financing to provide a source of funds for projects and programs.
- Develop comprehensive business information on our local business community to provide as a resource for initiatives and information distribution.
- Provide incentives for the attraction and retention of businesses by initiating the opportunity to establish an Enterprise Zone in Rancho Cordova.
- Assist in the formation and growth of businesses in Rancho Cordova by initiating a program to attract local start-up companies through incentives and business consulting.

Continue To Provide Regional Leadership—Goal #13

- Participate in regional economic development efforts to provide input and direction to make Rancho Cordova a leader in the region.

ADOPTED FISCAL YEAR 2008-2009 BUDGET

EXPENDITURES:

	FY 2006 Actual	FY 2007 Actual	FY 2008 Budget	FY 2008 Estimated Actual	FY 2009 Adopted
Salaries	\$ 103,672	\$ 129,015	\$ 312,484	\$ 175,000	\$ 185,000
Benefits	36,571	77,198	115,761	75,000	89,000
Operating	127,753	125,248	216,500	130,950	130,700
Capital Outlay	12,000	-	-	-	-
Transfers Out	-	-	-	-	-
TOTALS	<u>\$ 279,996</u>	<u>\$ 331,461</u>	<u>\$ 644,745</u>	<u>\$ 380,950</u>	<u>\$ 404,700</u>

FUNDING SOURCES:

General Fund - Discretionary	\$ 379,800
Transfers In	<u>24,900</u>
	<u>\$ 404,700</u>

HOUSING

DESCRIPTION

The Housing Division has the primary responsibility for the maintenance and implementation of the Housing Element of the City's General Plan. Major responsibilities include the preservation, improvement and expansion of housing opportunities for those who reside and work in this City, and responding to the challenge of our special needs populations which include the elderly, disabled and homeless. The Housing Division works to identify and solve local housing and neighborhoods issues while maintaining a responsible regional commitment to house those expected to reside in the City.

In addition to the General Fund, work efforts of this division are funded from several other separate funding sources. Annually, the City receives Federal Community Development Block Grant (CDBG) funds directed to public improvements and services in our older existing neighborhoods. The Very Low Income Housing Fund (VLIHF) is a non-residential impact fee used to produce very low income housing especially for our special needs populations (elderly, disabled, etc.). Funds from the Redevelopment Agency's Low/Moderate Income Housing Fund (20% set-a-side) are used to address housing issues in the Redevelopment Area.

FISCAL YEAR 2007 – 2008 GOAL STATUS AND ACCOMPLISHMENTS

The City has thirteen overall goals as stated on page 2. The budget for fiscal year 2007-2008 listed the Housing Divisions tasks for the fiscal year and identified which overall goal the task served. Those tasks are grouped below by the overall goal that they served and a status is provided to update the public on the Housing Divisions progress in achieving the stated goal. Sometimes accomplishments are achieved throughout the year that weren't identified as a goal in the budget document. These accomplishments are grouped together and listed at the bottom of this section.

Champion Employee Development and a High Performance Work Environment—Goal #3

- Hire a CDBG and Grant Specialist to support CDBG, HOME and Mixed Income Housing Program efforts.

Completed.

- Assume 100% of the responsibility for the day-to-day administration of the Community Development Block Grant (CDBG) program including the IDIS process (the Federal tracking and disbursement system). Currently the CDBG program is consultant administered.

Substantially complete. *It is anticipated that with the end of the current consultant contract (June 31, 2008) City staff will be totally responsible for the CDBG program.*

Improve the Quality of Housing in Rancho Cordova—Goal #7

- ★ Respond to opportunities to preserve or expand housing choices within the City of Rancho Cordova including facilitating the acquisition and major rehabilitation of at least one existing apartment complex.

Completed and ongoing. *32 units (the La Loma Apartments an "at risk" facility) have been preserved using federal HOME funds via the County's HOME Consortium program. The City*

also celebrated the grand opening of the Cascade Apartments (116 units) also an affordable acquisition/rehab project using City HOME funds.

- Using CDBG funding, develop an incentives program to compliment the City's Strong Neighborhoods Initiatives Program.

Partially completed. A CDBG program, *The Strong Neighborhoods Incentives Improvement Program (SNIIP)*, is funding public improvements in the Cordova Town area in FY 2008-09. Staff is currently preparing the program description for Council consideration.

- Coordinate the submittal of at least two affordable housing subsidy applications including at least one for special needs housing. Additionally, coordinate at least one application for the Transit Oriented Development (TOD) component of Proposition 1C bond funds from the State of California.

Partially completed. One Tax Credit application was successfully made for the acquisition and rehabilitation of the La Loma Apartments (an at risk project). Projects concepts are not yet sufficiently detailed for TOD/Special Needs funding applications.

- Negotiate a process with the County for the orderly application of Mather Redevelopment Agency affordable housing funds (or their equivalent) to address housing needs in the City generated by the long-term use of the base.

Partially completed. It has been determined that certain affordable housing funds cannot legally be transferred to the City. Staff is pursuing the development of programs to be implemented within City boundaries as well as within the County redevelopment area which benefit both the County and the City. Conceptual site planning has begun for a "Disabled Veterans Campus" on the Mather main campus area. Funding specifics which will include the use of Mather RDA 20% monies have yet to be detailed.

- Re-examine the City's participation in the City-County HOME Consortium Program which funds affordable housing (generally rehabilitation) and First-time Home Buyer assistance.

Completed. Because of the opportunity to receive considerably more funding due in part to the particular expertise of City Housing staff, staff will recommend that the City not continue to participate in the County HOME program. Under the current participation with the County, the City receives approximately \$175,000 per year on a guaranteed basis. Participation directly on a competitive level could result in awards of \$2-\$4 million for specific projects and programs.

Sustain a Livable Community—Goal # 8

- Draft and receive City Council approval for the definition of the requirements of the "mixed income housing program" including the approval of a housing performance fee (impact fee).

Substantially completed. – "Housing for All" with Henry Cisneros dinner/workshop events were successfully completed and we amended the MIH program policy to be incorporated into the Housing Element update, which will complete City Council approval.

- Initiate efforts to develop, fund and make operational an incentives program to compliment developer efforts to respond to the Mixed Income Housing Program requirements.

Completed. Negotiation with several Specific Plan developers is underway. Direction has been taken from the MIH workshop which now directs staff efforts.

- Initiate efforts to develop a Workforce Housing Trust program as part of the City's First-time Homebuyer and Mixed Income Housing programs to assist in guiding and administering all aspects of those efforts.

Completed. *A Request for Consultant Qualifications has been drafted and will soon be reviewed. It is anticipated that Consultant selection will occur before the end of FY 2007-08. Consultant is to review alternate formats and to make program recommendations.*

Other Accomplishments not Identified as a Goal in Fiscal Year 2007-08 Budget

- *Revitalized efforts to develop affordable housing on the only vacant RD-20 zoned site in Anatolia II.—Goal #7*
- *Participated in the zoning code update which resulted in the removal of several impediments to the development and/or redevelopment of existing residential structures.—Goal #7*
- *Inventoried potential residential redevelopment sites and identified priority sites.—Goal #7*
- *Negotiating Memorandum of Understanding (MOU) with developer for the acquisition and development of a troubled residential mixed-use site.—Goal #7*

FISCAL YEAR 2008 – 2009 PROJECTS

The City has thirteen overall goals as stated on page 2. Listed below are the projects, above and beyond our normal operations, targeted for initiation or completion in the upcoming fiscal year. We have indicated the total project costs whenever the direct cost is reasonably determinable. The projects are grouped by the overall goal that they serve.

Improve the Quality of Housing in Rancho Cordova—Goal #7

- Complete an update of the City's General Plan Housing Element.
- Hire a consultant to assist in the preparation of an Existing Neighborhood Rehabilitation Loan and Grant program as a compliment to the City's Strong Neighborhoods Initiative. (\$25,000)
- Make at least one application to an affordable housing grant or loan program to assist a developer in the acquisition and rehabilitation of an existing older apartment complex and/or the acquisition and redevelopment of a troubled multi-use site within the Folsom Corridor.
- ★ Identify, prioritize and develop strategies to address the needs of troubled rental projects within the older neighborhoods in the City.
- ★ Complete the definition and Council adoption of the Strong Neighborhood Initiatives Incentives Program (SNIIP). Program will encourage and reward neighborhoods to organize and to develop strategies for the maintenance and upgrading of their areas.
- Retain a consultant to review best practices for a "front door" Handicapped Access study and to make program recommendations. (CDBG funded \$5,000)
- Complete a rental housing stock census necessary for a rental vacancy survey, "Condominium Conversion" program and information required for various subsidy programs.

- Develop a division filing and project tracking system required to ensure work efficiency and accountability.
- Coordinate efforts to plan, financially structure and develop affordable housing opportunities on at least two sites in the Redevelopment Project area.

Sustain a Livable Community—Goal # 8

- Hire an economic consultant to assist in the preparation of an in-lieu fee program and to provide assistance in the preparation of Mixed Income Housing regulations and or ordinance. (\$65,000)
- ★ Coordinate predevelopment efforts to result in 65 affordable rental units on the Anatolia Fire Station site.
- As a follow-up to an initial CDBG best practices study, hire a consultant to assist in the development of a comprehensive Housing Trust program including organization, homeownership regulations, resource identification, document creation, records maintenance, etc. (\$20,000)
- Analyze and make recommendation as to the need to update the Very Low Income Housing Fee Program.

ADOPTED FISCAL YEAR 2008-2009 BUDGET

EXPENDITURES:

	FY 2006 Actual	FY 2007 Actual	FY 2008 Budget	FY 2008 Estimated Actual	FY 2009 Adopted
Salaries	\$ -	\$ 15,268	\$ 195,104	\$ 126,520	\$ 168,100
Benefits	-	9,940	43,272	55,128	79,200
Operating	-	57,579	204,800	188,025	104,400
Capital Outlay	-	-	-	-	-
Transfers Out	-	-	-	-	-
TOTALS	\$ -	\$ 82,787	\$ 443,176	\$ 369,672	\$ 351,700

FUNDING SOURCES:

General Fund - Discretionary	\$ 166,800
Transfers In	184,900
	\$ 351,700

NEIGHBORHOOD SERVICES

DESCRIPTION

The Neighborhood Services Division was organized in late FY 2005-06 by combining the two divisions of Code Enforcement and Animal Services. All services were physically moved to operate out of the Rancho Cordova Neighborhood Center (RCNC). The FY 2007-08 budget allowed the division to transition from reactive services to more proactive programs such as Blight Busters, assisting in the City's Weed and Seed activities, and developing a Rental Housing Inspection Program (RHIP) and Vacant Building Monitoring Program. All of these activities were successfully accomplished by completion of transitioning from contract to in-house Code Enforcement staff and the hiring of additional Code Enforcement officers. Hiring an in-house Customer Service Representative improved the quality of service offered to the residents of Rancho Cordova. All activities were performed as part of the Growing Strong Neighborhoods Initiative. The budget for FY 2008-09 enhances services by:

- Drafting and amending ordinances to improve the quality of life in Rancho Cordova.
- Implementing a contract to collect fines and fees, making Neighborhood Services more self sustainable.
- Enforcing additional types of health and safety violations such as construction without permits to ensure the safety of residents.

Code Enforcement

The Code Enforcement Division plays a major role in improving Rancho Cordova's community image and strives to ensure that all residents reside, recreate and work in a safe and healthy community. The program includes enforcement of the Zoning, Housing, Abandoned Building and Municipal Codes as well as public education and other proactive enforcement programs. The major issues addressed by this program are: a) ensuring safe housing; and, b) eliminating nuisances that either present a danger to the community or are sources of significant blight. Code Enforcement partners with police efforts by proactively eliminating "attractive" nuisances which, if left unaddressed, could potentially become areas of high crime.

The City believes that a successful community (in terms of "quality of life") is one in which the residents take an active part and enter into collaborative efforts with their City's programs. Code Enforcement, in its routine day-to-day activities, emphasizes:

- Providing assistance to residents and businesses.
- Soliciting knowledge and creativity from residents and businesses to enhance Division efforts.
- The identification of needed revisions and/or ordinances to enhance the quality of life and viability of keeping retail dollars in Rancho Cordova.

The Code Enforcement Division compliments the City's Strong Neighborhood Initiative by actively participating in Blight Busters, the Vacant Building Monitoring Program, commercial enforcement, and a proactive Rental Housing Inspection Program. These initiatives are the first in a series of changes the Division is implementing as it strives to better serve the residents and strengthen our community. Code Enforcement continues to focus on education and strives to obtain compliance without taking legal action.

The Code Enforcement Division focuses efforts on producing the following desired outcomes:

- Improved overall community image.
- Improved substandard housing conditions through the Rental Housing Inspection Program, education, property owner cooperation and abatement.
- Abatement of abandoned vehicles.
- Improved safety and enhanced visual effects in commercial/industrial districts.
- Encourage property owners to take responsibility for their property and neighborhoods.
- Reduce the negative effect of vacant structures on neighborhoods.

The above outcomes are produced through effective execution of the following ongoing activities:

- Work collaboratively with the Rancho Cordova Police Department and the community in a Federal Weed and Seed grant program designed to improve distressed neighborhoods by moving from “Weeding” (elimination of crime and other threats) to “Seeding” (empowered residents working to improve their quality of life).
- Conduct public outreach and education efforts by attending numerous public events.
- Review, revise and create needed City Codes and Ordinances.
- Effectively enforce codes utilizing the appropriate enforcement tools.

FISCAL YEAR 2007 – 2008 GOAL STATUS AND ACCOMPLISHMENTS

The City has thirteen overall goals as stated on page 2. The budget for fiscal year 2007-2008 listed the Neighborhood Services Divisions tasks for the fiscal year and identified which overall goal the task served. Those tasks are grouped below by the overall goal that they served and a status is provided to update the public on the Neighborhood Services Divisions progress in achieving the stated goal. Sometimes accomplishments are achieved throughout the year that weren't identified as a goal in the budget document. These accomplishments are grouped together and listed at the bottom of this section.

Foster a Positive Image of Rancho Cordova—Goal #1

- Continue to attend community meetings to make the public aware of code enforcement issues through interaction with local neighborhood associations, neighborhood watches and other venues.

Completed. *Attended 26 resident outreach events including neighborhood watch, and association meetings, business fairs, outreach with the Mayor and children's summer camps to educate residents and obtain input on their needs.*

Ensure the Availability of the Best Public Services in the Region—Goal #4

- Expand Rancho Cordova Inter-departmental Enforcement (RIDE) to include other departments and organizations.

Completed. RIDE has been expanded to include Sac Metro Fire, Building and Safety, RCPD and external organizations such as Leave No Child Behind, Sacramento County Water Control, State Bureau of Automotive Repair and the License Contractors Board. These regular meetings allow staff to collaborate with other staff and organizations to deal with complex problems. For example, the Bureau of Automotive Repair is assisting Code Enforcement and the residents of Rancho Cordova by jointly abating ongoing automotive repair in the neighborhoods.

- Begin the transition to a permanent customer service specialist.

Completed. A permanent Customer Service Representative was hired for the Rancho Cordova Neighborhood Center (RCNC) to provide a consistent, high level of service to residents.

- Continue to improve outreach literature in multiple languages.

Significantly complete. Many of the Code Enforcement brochures have been translated into Spanish and Russian.

Ensure a Safe Community—Goal #6

- ★ Implement a vacant building monitoring ordinance to eliminate the problem of vagrants or children entering into unsecured buildings. This will include fines and fees for property owners who allow vacant structures to become attractive nuisances.

Completed. Staff implemented a vacant building monitoring ordinance to eliminate the problem of vagrants or children entering into unsecured buildings. This program sets forth strict boarding standards to prohibit buildings from being breached. Property owners are also required to ensure their property remains free of weeds and garbage. Once a building has been enrolled into the program the owner is charged a \$500 fee and an additional \$200 for each quarter it remains vacant and continues to be a nuisance. Over 150 vacant buildings have been brought into compliance using this program, thus ensuring the safety of residents and reducing overall blight.

Improve the Quality of Housing in Rancho Cordova—Goal #7

- Hire a rental housing inspector to ensure residents are living in safe and sanitary housing.

Completed. A full-time Code Enforcement Officer was hired to implement the rental housing program.

- ★ Develop a rental housing inspection program to improve the rental housing stock and ensure all tenants are living in safe and sanitary housing conditions. This program will be funded through Community Development Block Grant Funds (CDBG).

Significantly complete. Developed a proactive rental housing inspection program to improve the rental housing stock and ensure all tenants are living in safe and sanitary housing conditions. A Rental Housing Inspection Code Enforcement Officer was hired for this position funded through Community Development Block Grant Funds (CDBG). This

program requires staff to educate property owners of their responsibility to maintain all rental housing to local and state standards. Only property owners who do not make required repairs to their property within an appropriate timeframe are financially penalized. Since the program's inception in January 2008, over 300 housing code violations have been identified and corrected.

Sustain a Livable Community—Goal #8

- Participate in eight Blight Buster proactive sweeps. Blight Busters is a proactive sweep of a geographical area that brings numerous City services to a neighborhood. This program is a key part of "growing strong neighborhoods."

Completed. *Staff participated in ten Blight Buster proactive sweeps in partnership with the Rancho Cordova Police Department (RCPD), Sac Metro Fire, Building and Safety, Parking Control and numerous volunteers. As a result of this innovative approach, Blight Busters won the California Association of Code Enforcement Officers (CACEO) award for the most innovative program of 2007. In addition, Blight Busters is also being showcased at the annual conference for the Alliance of Innovation. Code Enforcement has moved from being 100% reactive to 52% proactive. This benefits the residents of Rancho Cordova by allowing staff to identify and abate violations.*

- Promote and conduct two neighborhood cleanups in conjunction with the Weed and Seed Program.

Partially completed. *Initial clean up of the Woodberry/Croetto neighborhood completed in May 2008. Residents and out-of-town landlords received prior notice to remove junk and rubbish from their property, thus improving the health and safety of the environment.*

Foster Responsible Citizenship—Goal #9

- Implement a Code Enforcement volunteer program.

Completed. *Implemented the Volunteers in Neighborhood Services (VINS) program. VINS assist in vetting new ordinances, participating in neighborhood meetings and distributing educational handouts during Blight Busters. In addition, volunteers work on special projects such as surveying street lights after dark and reporting non-operable lights. Neighborhood safety was greatly improved when 50 lights were repaired.*

Other Accomplishments not Identified as a Goal in Fiscal Year 2007-08 Budget

- *Implemented an in-house billing system for all civil fines and penalties. This process will strengthen the enforcement tools of the division.—Goal # 4*
- *Implemented a Saturday inspection program to provide additional service to residents by abating signs and non-permitted businesses that only take place on the weekend.—Goal # 4*
- *Proactively enforced the business license ordinance to ensure that businesses are in the appropriate areas of town and compatible with the neighborhoods.—Goal # 8*
- *Participated as an active member in the Neighborhood Response Team (NRT) which includes the City Attorney, Community Prosecutor, RCPD, Sac Metro Fire and other agencies to address significant problems in the community. Projects in FY 2007-08 included*

the Grandee Apartments and excessive gang activity at the Liquor Loft in Lincoln Village.—Goal # 6

- *Mandated a high level of ongoing training for all code enforcement officers. These include the basic, intermediate and advanced Code Enforcement courses given by the Sacramento Regional Safety Academy to ensure that staff provides the highest level of service to residents.—Goal # 4*
- *Implemented a proactive commercial inspection program. This ensures that the businesses in Rancho Cordova are maintained in clean and safe manner. This provides safer place for residents to shop.—Goal # 8*
- *Hired four in-house Code Enforcement Officers to expand and improve the City of Rancho Cordova's ability to enforce state and local codes.—Goal # 6*
- *Assisted the City Attorney's office in establishing moratoriums on check cashing businesses, pawn shops, massage parlors, smoke shops, tattoo parlors and recycling establishments.—Goal # 6*
- *Mentored two ROP students, a Heald College Intern and assisted one youth in completing community service. One Cordova High School student also used the rental housing inspection program as a senior project. Staff is committed to be role models to the young people of Rancho Cordova.—Goal #4*
- *The Neighborhood Services Manager was made a voting member of the "Weed and Seed" Steering Committee. This will benefit residents by allowing staff to participate more aggressively in both the weeding function (abating nuisance residences) and the seeding function (volunteer projects in the neighborhood).—Goal #6*

FISCAL YEAR 2008 – 2009 PROJECTS

The City has thirteen overall goals as stated on page 2. Listed below are the projects, above and beyond our normal operations, targeted for initiation or completion in the upcoming fiscal year. We have indicated the total project costs whenever the direct cost is reasonably determinable. The projects are grouped by the overall goal that they serve.

Foster a Positive Image of Rancho Cordova—Goal #1

- Participate in at least 26 community outreach events such as Kids Day in the Park, neighborhood associations meetings, police zone meetings and other forums to continue to provide education to residents and assist them with their concerns.

Establish a Vibrant Downtown—Goal #5

- Assist the Economic Development Division with business outreach efforts to retain current businesses and encourage new businesses that will potentially provide new jobs and more retail choices for residents.
- Collaborate with the Housing and Redevelopment Divisions to identify private investment and revitalization opportunities. Residents will benefit from potential housing stock improvements.

Ensure a Safe Community—Goal #6

- Implement a proactive rental housing taskforce as part of “Project Crackdown” in the Croetto/Woodberry area using all code enforcement officers. The 12 targeted apartment complexes generated over 300 calls for police service in a one year period. This program will be a collaborative effort with the Neighborhood Response Team (District Attorney, RCPD, Sac Metro Fire and Building and Safety). This will benefit the residents by improving the quality of housing in the neighborhood and a potential reduction in crime.
- Ensure all non-maintained or unsecured vacant buildings are identified and either abated by the property owner or placed on the vacant building monitoring program so they do not become a public nuisance and to ensure a safe community. Staff anticipates to abate at least 150 additional vacant residences.
- Amend chapter 9.98 of the Rancho Cordova Municipal Code “Display of Harmful Matter to Minors” to add additional protections for minors when they enter convenience stores.

Sustain a Livable Community—Goal # 8

- Participate in ten Blight Buster events to proactively identify and resolve code violations.
- Prepare and implement a foreclosure ordinance in order to mitigate negative impacts caused by foreclosures in the community by forcing banks to register there vacant property and to comply with property maintenance standards.

Practice Sound Fiscal Management—Goal #11

- Implement an alternative hearing officer program with the assistance of the City Attorney’s Office. This will significantly reduce the cost of hearings while maintaining a fair and unbiased process for property owners.

Continue To Provide Regional Leadership—Goal #13

- Host at least two California Association of Code Enforcement Officers (CACEO) classes in Rancho Cordova to ensure available education to all code enforcement organizations throughout the Sacramento Region.

ADOPTED FISCAL YEAR 2008-2009 BUDGET

EXPENDITURES:

	FY 2006 Actual	FY 2007 Actual	FY 2008 Budget	FY 2008 Estimated Actual	FY 2009 Adopted
Salaries	\$ -	\$ 57,545	\$ 345,927	\$ 384,349	\$ 438,900
Benefits	-	21,974	170,609	176,239	227,900
Operating	517,353	448,297	64,000	80,512	77,000
Capital Outlay	-	99,895	-	-	-
Transfers Out	-	-	-	-	-
TOTALS	\$ 517,353	\$ 627,711	\$ 580,536	\$ 641,100	\$ 743,800

FUNDING SOURCES:

General Fund - Discretionary	\$ 486,000
Franchise Fees	4,000
Other Fines and Forfeitures	3,000
Transfers In	250,800
	<u>\$ 743,800</u>

Animal Services

Animal Services ensures the protection, promotion of, respect for, and the enhancement of the well being of all animals in our community. Animal Services continues to promote responsible pet ownership by providing the best possible professional services and ensuring that residents are educated on licensing and vaccinations. Staff also promotes responsible pet ownership and the reduction in pet overpopulation by encouraging residents to utilize low cost spays /neuter clinics.

Standard ongoing responsibilities of Animal Services include:

- Investigating animal cruelty and neglect.
- Educating the community about humane care and treatment of animals.
- Encouraging resident to be responsible pet owners by spaying/neutering their pets.
- Enforcing all animal related local, state and federal laws.

FISCAL YEAR 2007 – 2008 GOAL STATUS AND ACCOMPLISHMENTS

The City has thirteen overall goals as stated on page 2. The budget for fiscal year 2007-2008 listed the Neighborhood Services Divisions tasks for the fiscal year and identified which overall goal the task served. Those tasks are grouped below by the overall goal that they served and a status is provided to update the public on the Neighborhood Services Divisions progress in achieving the stated goal. Sometimes accomplishments are achieved throughout the year that weren't identified as a goal in the budget document. These accomplishments are grouped together and listed at the bottom of this section.

Ensure the Availability of the Best Public Services in the Region—Goal #4

- Continue to provide excellent customer service by expanding partnerships through volunteerism and other Animal Care Organizations.

***Completed.** The Volunteers in Neighborhood Services (VINS) assist in delivering educational handouts regarding licensing, low cost spay/neuter programs and bite prevention during the Blight Buster events.*

Ensure a Safe Community—Goal #6

- Encourage residents to comply with all local, state and federal laws by issuing administrative and criminal citations when necessary.

***Completed.** To date Animal Services have issued approximately 1,500 administrative citations. In addition, they have partnered with the Community Prosecutor and City Attorney to prosecute one resident for animal cruelty.*

- Strive to reduce pet overpopulation through a partnership with the Sacramento SPCA. The partnerships will seek grants and funding that will allow our efforts to stop unwanted birth of animals within the City.

***Completed.** Partnered with the Sacramento SPCA to eliminate pet overpopulation by locating funding for low cost spay/neuter programs and education programs.*

Other Accomplishments not identified as a Goal in Fiscal Year 2007-08 Budget

- *Facilitated Trap Neuter and Release (TNR) discussions for parties interested in implementing a program in Rancho Cordova.—Goal # 4*
- *Animal Service Officers attended additional animal service academies to provide outstanding customer service to residents.—Goal # 4*
- *Participated in the California Animal Response Emergency Services for pets. Staff is better prepared to assist residents with pets during a disaster.—Goal #4*
- *Participated in the Sacramento Valley Animal Pet Overpopulation committee who provide additional responsible pet ownership information to residents.—Goal #10*

FISCAL YEAR 2008 – 2009 PROJECTS

The City has thirteen overall goals as stated on page 2. Listed below are the projects, above and beyond our normal operations, targeted for initiation or completion in the upcoming fiscal year. We have indicated the total project costs whenever the direct cost is reasonably determinable. The projects are grouped by the overall goal that they serve.

Ensure a Safe Community—Goal #6

- Participate in 12 outreach meetings including bite prevention training and spay/neuter outreach programs for residents and businesses.

Practice Sound Fiscal Management—Goal #10

- Implement a contract with local collection agency to ensure all fines and fees are recuperated. This process will strengthen the enforcement tools of the division.
- Collaborate with local rescue organizations to offset the fiscal contract with SPCA. These rescue groups take stray cats and dogs during the state mandated hold period. They also take kittens that need personal attention that may otherwise be euthanized.

ADOPTED FISCAL YEAR 2008-2009 BUDGET

EXPENDITURES:

	FY 2006 Actual	FY 2007 Actual	FY 2008 Budget	FY 2008 Estimated Actual	FY 2009 Adopted
Salaries	\$ 34,610	\$ 91,733	\$ 84,460	\$ 88,570	\$ 122,900
Benefits	10,334	70,217	48,172	48,538	75,800
Operating	294,849	265,893	228,100	345,300	309,700
Capital Outlay	103,549	-	-	-	-
Transfers Out	-	-	-	-	-
TOTALS	\$ 443,342	\$ 427,843	\$ 360,732	\$ 482,408	\$ 508,400

FUNDING SOURCES:

General Fund - Discretionary	\$ 460,400
Other Licenses, Permits, and Fees	37,000
Other Fines and Forfeitures	11,000
	<u>\$ 508,400</u>

PLANNING

DESCRIPTION

To ensure a well planned, attractive and sustainable community and to respond to the needs of the community, the Planning Department provides a broad array of services pursuant to City Council and City Manager direction, development applications and state law. The department also supports the Planning Commission and works in coordination with other City departments to implement the City's goals and objectives.

The Planning Department focuses efforts on producing the following desired outcomes:

- Positive community image that promotes community investment and enhancement.
- Existing neighborhoods that are more attractive and desirable.
- New development projects that establish a positive sense of place.
- Clear policies, standards and guidelines that facilitate building a Destination City.
- Balanced housing choices that serve the community and support economic development.
- Thoughtful integration of residential, commercial and employment uses that creates a vibrant community.
- Expedited delivery of public facilities to serve the community's needs.
- Community design that promotes bicycle, pedestrian and transit circulation.
- Protection of the environment, natural resources and wildlife.
- Recognition of City as a Regional Leader.

The above outcomes are produced through the following seven major functions:

Advance Planning: Taking the lead in advance planning projects that guide development activities in Rancho Cordova toward the Council and citizen vision.

Current Planning: Providing Planning and Environmental expertise to effectively and efficiently process development applications and to implement the City Council's vision and policies for future urban development.

Environmental Review: Providing a full range of services related to complying with state and federal environmental laws. When warranted, additional consultant resources are obtained to augment staff resources.

General Plan Implementation: Working in conjunction with other City departments to complete the implementation programs of the recently adopted General Plan.

Regional Coordination: Providing ongoing representation to numerous regional organizations to provide regional coordination and regional leadership support.

Support to City Departments: Providing technical and professional support to City departments for a broad range of development related issues and projects.

FISCAL YEAR 2007 – 2008 GOAL STATUS AND ACCOMPLISHMENTS

The City has thirteen overall goals as stated on page 2. The budget for fiscal year 2007-2008 listed the Planning Departments tasks for the fiscal year and identified which overall goal the task served. Those tasks are grouped below by the overall goal that they served and a status is provided to update the public on the Planning Departments progress in achieving the stated goal. Sometimes accomplishments are achieved throughout the year that weren't identified as a goal in the budget document. These accomplishments are grouped together and listed at the bottom of this section.

Foster a Positive Image of Rancho Cordova—Goal #1

- Establish guidelines and implementation strategies to create City gateways.

***Not yet accomplished.** Programs called out in the General Plan for FY 2007-08 related to public facility, high density housing and community gateways have not been initiated.*

- Coordinate with Sacramento County on development and facilities standards issues.
 - Establish City/County Working Group to address land planning issues and development standards for the City's Planning Area.
 - Participate within and comment on the County General Plan process.
 - Incorporate facility standards issues into Sphere of Influence (SOI) expansion programs.

***In progress.** Attempts have been made to coordinate with Sacramento County on their planning efforts within the City's Planning Area. To date, these efforts have not had great effect. The Planning Department continues to work within the County's General Plan update program and other planning efforts conducted for lands immediately surrounding the City.*

★ Continue to Process Major Development Projects.

- Rio del Oro
- Sun creek Specific Plan
- Westborough Specific Plan

***In progress.** Processing of all specific plans has proceeded over the past year. Rio del Oro has been the focus of the greatest efforts, with all City departments involved in the development review process working in a coordinated fashion to complete this project review.*

Champion Employee Development and a High Performance Work Environment—Goal # 3

- Provide excellent services to the community and City departments.
 - Provide responsive and easily accessible service to the public.

***In progress.** Planning has continued to seek opportunities to maintain and improve responsive public service and assistance through both direct public interaction (public counter, telephone, Comcate) and through website support.*

- Identify and implement strategies to reduce delays in processing applications.

In progress. For large projects such as Rio del Oro, staff has organized multi-departmental efforts to facilitate project reviews. For smaller high priority projects such as Target, BloodSource and Capital Village, staff has expedited reviews through innovative review processes.

- Provide timely and defensible CEQA reviews for projects within the City.

In progress. Planning continues to guide projects through the CEQA review process, seeking the appropriate level of review and encouraging outside review agencies to complete project review efforts as necessary.

- Provide responsive and accurate technical support to City departments.

In progress. Provided technical support within the City team structure as requested by other departments.

Ensure the Availability of the Best Public Service in the Region—Goal #4

- Establish specific policies, standards, and guidelines for quality design of all public and quasi-public uses.

Not yet accomplished. Programs called out in the General Plan for FY 2007-08 related to public facility, high density housing and community gateways have not been initiated.

Establish a Vibrant Downtown for Rancho Cordova—Goal #5

- Support Public Works in the identification of infrastructure needs for Folsom Boulevard and the Downtown.

On hold. This work will be initiated upon request and direction from Public Works.

- Initiate preparation of the Downtown Specific Plan, including development standards, specific allowed uses and development incentives

Not yet accomplished. Downtown Specific Plan efforts were delayed until after adoption of the Folsom Boulevard Specific Plan.

- Begin implementation of the Folsom Boulevard Specific Plan.

In progress. Efforts to establish a vibrant downtown have included completing the Folsom Boulevard Specific Plan, expediting project reviews and supporting Economic Development and Public Works with City sponsored efforts.

Improve the Quality of Housing in Rancho Cordova—Goal #7

- Prepare and adopt guidelines and standards for residential dwellings in higher density development.

Not yet accomplished. Programs called out in the General Plan for FY 2007-08 related to public facility, high density housing and community gateways have not been initiated.

- Promote quality and diverse housing opportunities within Rancho Cordova.
 - Pursue opportunities to put Rancho Cordova in a leadership role for sustainable planning and development solutions in the region and state (e.g., solar community, green buildings).

***In progress.** Planning and Building are evaluating options for building codes that will support greater energy efficiency. Planning is investigating options to address issues associated with AB32 (Greenhouse Gas Emissions) and CEQA analysis.*
- Assess infill and redevelopment opportunities near the light rail line.
 - Support Economic Development in the adoption of an infill development policy.

***In progress.** Infill development policies and programs will be initiated following completion of the City's Housing Element update and adoption of the Folsom Boulevard Specific Plan.*
- Address Mitigation Issues Associated with Biological Resources
 - Participate within the South Sacramento HCP.

***In progress.** Efforts on the SSHCP have continued and an agency team has taken responsibility for completing the Draft SSHCP. This effort is likely to continue for at least two more years.*
 - Adopt a Swainson's Hawk mitigation ordinance with an Administrative Fee.

***In progress.** Significant effort on defining appropriate Swainson's Hawk mitigation in Rancho Cordova has occurred, however it may not be necessary or appropriate to adopt a Swainson's Hawk Ordinance given the current SSHCP efforts.*
 - Facilitate responsive action by federal, state and local permitting agencies.

***In progress.** Coordination and establishment of positive working relationships with federal, state and local regulatory agencies has been an ongoing effort.*

Sustain a Livable Community—Goal #8

- Refine the City's vision for Mather Field and the Mather Commerce Center, including circulation routes, land use designations and development standards.
 - Coordinate with Sacramento County on land use and circulation issues for unincorporated lands adjacent to the City of Rancho Cordova.
 - Review existing land use documents for the Mather Commerce Center and determine whether updates or revisions are appropriate.

***In progress.** Ongoing coordination efforts with Sacramento County have occurred. It appears an update to the Mather Commerce Center SPA may be appropriate given new City plans for circulation and an evolution of land uses within the Commerce Center.*

- General Plan Implementation.

***In progress.** Overall implementation of the General Plan continues through various efforts, including the review of three active specific plan applications.*

- Complete a comprehensive Update of the Zoning Code.

***In progress.** An Administrative Draft Zoning Code has been completed and Code adoption is anticipated for Summer 2008.*

- Provide coordination and support for the planning and implementation of the City's circulation system.

***In progress.** Imposing conditions of approval recommended by Public Works on all developer projects that would impact existing or future roadways.*

- Adopt and commence implementing City standards for parks and open space, including development standards and improvement fees.

***In progress.** Progress on Park and Open Space Standards has slowed as CRPD has transitioned to new leadership. Completion of several park and open space related programs is now anticipated for FY 2008-09.*

Establish Logical (City) Boundaries—Goal #12

- Complete the annexation of the City's Sphere of Influence (SOI).
- Identify near term and long-term strategies for expanding the City's SOI.
- Apply for or support applications to increase the existing Rancho Cordova SOI.

***In progress.** A complete application for annexation of the City SOI (including all technical studies and CEQA analysis) has been submitted to LAFCo. The City is now negotiating a tax sharing agreement and a housing allocation division with Sacramento County.*

Continue to Provide Regional Leadership—Goal #13

- Regional Participation
 - Continue to participate in regional forums, including SACOG, the Folsom South Canal Partners, and the Upper Laguna Creek Collaborative.

***In progress.** Staff continues to work cooperatively within a variety of regional forums. Over the past year efforts on the Folsom South Canal Partners and the Upper Laguna Creek Collaborative have been limited as those groups have sought to clarify their programs.*

- Planning Commission/City Council Training
 - Conduct informal study sessions on projects under review to consider major project issues and allow Council/Commission interaction.
 - Conduct Council/Commission workshop on General Plan and Design Guidelines.

- Conduct at least one tour of development projects outside of Rancho Cordova.

***In progress.** Planning Commission training has preceded as proposed, with several informational training sessions completed within and outside of regular Commission meetings. A Council/Commission tour of Rancho Cordova was conducted in May 2008.*

Other Accomplishments not Identified as a Goal in Fiscal Year 2007-08 Budget

- ★ *Responding to unique or unexpected opportunities, staff expedited processing of the Capital Village Commercial, Target and BloodSource projects in order to retain local jobs and expand retail options for residents.—Goal #9*
- *Processed reviews and revisions to approved housing projects within Capital Village and within the Anatolia subdivisions and promoted housing solutions that both meet the community's vision and responded to a changing housing market.—Goal #7*
- *Participated in the update of the City's website and enhanced public access to City planning programs. This effort is ongoing and will include features such as an online zoning code and interactive zoning map.—Goal #4*
- *Secured regional and statewide recognition for the City with the American Planning Association awards for the City's General Plan.—Goals #1 and #13*
- *Facilitated programs to generate City revenues, including providing clearance for the Granite Mining Permit and supporting the Finance Department in managing cost recovery programs.—Goal #11*
- *Forwarded park and recreational interests of the community by supporting CRPD on planning park and recreation facilities and completing the Mather Sports Center Renovation Design Review.—Goal #8*
- *Guided City through the American River Parkway Plan update. The Parkway Plan is now nearing completion and four key projects that will serve the interests of residents of the City and the region have been incorporated into the Parkway Plan.—Goal #8*
- *Conducted public opinion studies to determine level of satisfaction with Planning Department services, establish a baseline for Department performance and identify ways to improve services.—Goal #3*
- *Led or actively participated in efforts through the Employee Advisory Team (E.A.T.), including Rancho Cordova City Hall Employee Kid's Day, Relay for Life 2007 Fundraisers, All Hands City Hall events and the 2nd Annual Employee BBQ.—Goal #3*

FISCAL YEAR 2008 – 2009 PROJECTS

The City has thirteen overall goals as stated on page 2. Listed below are the projects, above and beyond our normal operations, targeted for initiation or completion in the upcoming fiscal year. We have indicated the total project costs whenever the direct cost is reasonably determinable. The projects are grouped by the overall goal that they serve.

Foster a Positive Image of Rancho Cordova—Goal #1

- Raise community pride and recognition by supporting the Communications Director in creating a City-sponsored awards program to celebrate notable development projects within the community.

Improve Transportation and Connectivity—Goal #2

- In order to achieve the Council's policy of creating a connected and pedestrian/bicyclist friendly community, Planning Department staff will form a Pedestrian and Bicycle Advisory Committee and support the ongoing activity of the committee.

Ensure the Availability of the Best Public Services in the Region—Goal #4

- Amend the General Plan by creating a standalone implementation chapter what can be regularly updated to reflect Council and community priorities.
 - Conduct annual assessments for Planning Department services and identify opportunities to improve service delivery and responsiveness.
 - Implement an automated development application system (INFOR) to track planning applications online in order to communicate within the City and access to information on all projects.
- ★ Offer planning related technical support and guidance to all homeowner's associations within Rancho Cordova to optimize their performance and community benefit.

Establish a Vibrant Downtown—Goal #5

- In conjunction with Economic Development and Public Works, identify incentives and alternative development standards to promote infill development within the downtown district.

Sustain a Livable Community—Goal #8

- ★ Complete and adopt the updated City Zoning Code.
- Adopt comprehensive Park and Open Space Standards by June 2009.
 - Work with CRPD to establish park improvement fees and general park design standards.
 - Conduct at least one City Council/Planning Commission tour to a location outside the Sacramento region to visit innovative and high quality development projects.

Establish Logical (City) Boundaries—Goal #12

- Provide land use and project review technical support during the Sphere of Influence (Finger) annexation process.

Continue To Provide Regional Leadership—Goal #13

- Support the City Council during the American River Parkway plan adoption process.

- Expand the City's participation within the Urban Land Institute (ULI). Participate actively in conducting at least one ULI event.
- Identify and present to City Council options for addressing AB32 (green house gas emission targets) and related CEQA implications.
- Continue to champion Rancho Cordova's interests by participating in Sacramento County planning programs for land surrounding the City (Jackson Corridor, Grantline East, and Easton).
- Complete the processing of the Rio del Oro Specific Plan by December 2008.
- Continue to process the Suncreek and Westborough Plans, with completion of project reviews anticipated in Fiscal Year 2009-10.

ADOPTED FISCAL YEAR 2008-2009 BUDGET

EXPENDITURES:

	FY 2006 Actual	FY 2007 Actual	FY 2008 Budget	FY 2008 Estimated Actual	FY 2009 Adopted
Salaries	\$ -	\$ -	\$ -	\$ -	\$ -
Benefits	-	4	-	-	-
Operating	2,984,000	2,580,204	3,344,580	2,357,685	2,247,600
Capital Outlay	-	-	-	-	-
Transfers Out	-	-	-	251,200	126,570
TOTALS	<u>\$ 2,984,000</u>	<u>\$ 2,580,208</u>	<u>\$ 3,344,580</u>	<u>\$ 2,608,885</u>	<u>\$ 2,374,170</u>

FUNDING SOURCES:

General Fund - Discretionary	\$ 919,170
Other Licenses, Permits, and Fees	11,000
Planning Cost Recovery	<u>1,444,000</u>
	<u>\$ 2,374,170</u>

BUILDING AND SAFETY

DESCRIPTION

The Building and Safety Department ensures that private construction within the City of Rancho Cordova meets state and local standards for safety, accessibility, energy conservation and storm water pollution prevention.

Standard, ongoing responsibilities of the Building and Safety Department include:

- Reviewing building plans, issuing building permits and inspecting buildings to ensure conformance with safety codes, energy efficiency and accessibility regulations.
- Inspecting job sites to ensure that pollutants associated with building does not enter waterways.
- Assuring that various state and local laws and ordinances are enforced regarding zoning, property ownership rights, contractor laws, engineering and architecture laws relative to construction of buildings.
- Public education on building code, building safety, energy conservation, and other relevant topics.
- Investigating complaints of work without permits and non-compliant occupancy.

FISCAL YEAR 2007 – 2008 GOAL STATUS AND ACCOMPLISHMENTS

The City has thirteen overall goals as stated on page 2. The budget for fiscal year 2007-2008 listed the Building and Safety Departments tasks for the fiscal year and identified which overall goal the task served. Those tasks are grouped below by the overall goal that they served and a status is provided to update the public on the Building and Safety Departments progress in achieving the stated goal. Sometimes accomplishments are achieved throughout the year that weren't identified as a goal in the budget document. These accomplishments are grouped together and listed at the bottom of this section.

Ensure the availability of the best public services in the region—Goal #4

- Implement a Hansen mobile solution to allow inspectors to record and document inspections in real-time by Oct 1, 2007.

***In Progress.** Project delayed due to ongoing negotiations with Hansen. On-track for implementation in May 2008.*

- Continue to refine the implementation of a web-based solution to allow customers to apply and pay for simple permits and pay for permits online by September 1, 2007.

***Not completed.** Project delayed due to ongoing negotiations with Hansen. This task is listed as a project for Fiscal Year 2008-09.*

- Establish and implement an electronic file storage and retrieval system by June 30, 2008.

Not completed. Project delayed pending City Clerk actions for a Citywide document management system.

Other Accomplishments not Identified as a Goal in Fiscal Year 2007-08 Budget

- *Implemented new International Code Conference based City Building Codes as mandated by the California Building Standards Commission. Staff was trained, software modified, handouts, drawings, examples revised.—Goal # 4*
- *Brought IVR system online to process inspection requests automatically.—Goal # 4*
- *On track to implement Mobile Highway system for real time inspection and result tracking.—Goal #4*
- *Maintained on time inspections.—Goal #6*
- *Downsized and reconfigured staffing and contracts to respond to the downturn in the housing market.—Goal #11*
- *Helped home builders start up two new subdivisions and helped others modify their plans and begin again with new models.—Goal # 4*
- *Successful collaboration in plan review and inspection for large Lowe's Shopping Center Project.—Goal #1*
- *Successful outreach events with American Institute of Architects (AIA), Roofing Contractors Association and Home Depot.—Goal #1*

FISCAL YEAR 2008 – 2009 PROJECTS

The City has thirteen overall goals as stated on page 2. Listed below are the projects, above and beyond our normal operations, targeted for initiation or completion in the upcoming fiscal year. We have indicated the total project costs whenever the direct cost is reasonably determinable. The projects are grouped by the overall goal that they serve.

Ensure the Availability of the Best Public Services in the Region—Goal #4

- The recent City of Rancho Cordova survey confirmed that residents increasingly want to do their City business via the Internet. The Building and Safety Department, along with the Information Technology department will provide a way for residents to apply and pay for simple permits from their homes without having to come to City Hall by December 1, 2008.

★ The City Council has requested a quick, easy mechanism for individuals to receive fee estimates for various building and development projects. Permit applicants, developers and economic development staff need a way to quickly and easily get fee estimates for specific projects. The Building and Safety Department will provide a system to provide on-demand fee estimates to both in-house customers and external customers for all City building, infrastructure fees and development impact fees by December 31, 2008.

- The City's residents, business and property owners need the ability to access past permit records. The City needs to maintain certain records to remain in compliance with state law. The Building and Safety Department will work in concert with the City Clerk's office and the

Information Technology Department to develop the implementation plan for an electronic file storage and retrieval system by June 30, 2008.

- The Building and Safety Department needs to measure the outcomes it produces. This can only be measured by surveying customers. The Building and Safety Department will survey its customers in order to create a baseline for future surveys and to identify the issues to improve customer satisfaction and the delivery of services.
- The City Council has requested more “how-to” information be made available to Building Department customers. It is important for builders and homeowners to have information available to help guide them through the permitting and inspection process. The Building and Safety Department has greatly expanded its web information in 2008 and will increase the “how-to” information and make it more readily discernable by September 30, 2008.

Ensure a Safe Community—Goal #6

- The Building and Safety Department will work to remove the backlog of building code violations and work without permit cases. Property owners who choose not to respond appropriately will be issued notices and orders and followed up with additional enforcement such as citations, notices to appear, etc. No violation case will be carried for longer than three months without follow up by June 30, 2009.

Continue to Provide Regional Leadership—Goal #13

- The public is increasingly demanding that society use its resources prudently and that construction is made more sustainable to ensure viability in the future. In order to ensure that construction practices are more sustainable, the Building and Safety Department will propose for the Council a Citywide Green Building Ordinance to provide mandates and/or incentives for implementation of green building practices. The passing of this ordinance will result in cost effective, energy, water and resource saving measures, as well as promote durable buildings.

ADOPTED FISCAL YEAR 2008-2009 BUDGET

EXPENDITURES:

	FY 2006 Actual	FY 2007 Actual	FY 2008 Budget	FY 2008 Estimated Actual	FY 2009 Adopted
Salaries	\$ 191,945	\$ 521,108	\$ 712,202	\$ 584,800	\$ 680,200
Benefits	80,541	289,204	346,811	287,100	338,500
Operating	2,188,359	1,504,380	1,072,400	1,081,200	588,050
Capital Outlay	66,074	-	-	-	-
Transfers Out	-	-	-	-	-
TOTALS	\$ 2,526,919	\$ 2,314,692	\$ 2,131,413	\$ 1,953,100	\$ 1,606,750

FUNDING SOURCES:

Building Permits	\$ 1,606,750
	<u>\$ 1,606,750</u>

FACILITIES MANAGEMENT

DESCRIPTION

Facilities Management is responsible for all electrical, mechanical, structural, custodial and related repairs and maintenance to City facilities. The buildings served by Facilities Management include all buildings on the City Hall property, the Kilgore property and, to a limited extent, the City services housed at the Rancho Cordova Neighborhood Center (RCNC).

Facilities Management provides the following services for the City:

- Management of the maintenance and repair of facilities and grounds through contract and employee services.
- Meets requests for maintenance and supplies.
- Collaborates with leasing activities.
- Management of the improvements for City leased or owned space.

FISCAL YEAR 2007 – 2008 GOAL STATUS AND ACCOMPLISHMENTS

The City has thirteen overall goals as stated on page 2. The budget for fiscal year 2007-2008 listed the Facilities Management Divisions tasks for the fiscal year and identified which overall goal the task served. Those tasks are grouped below by the overall goal that they served and a status is provided to update the public on the Facilities Management Divisions progress in achieving the stated goal. Sometimes accomplishments are achieved throughout the year that weren't identified as a goal in the budget document. These accomplishments are grouped together and listed at the bottom of this section.

Ensure the Availability of the Best Public Services in the Region—Goal # 4

- ★ Expand the use of City Hall's community rooms by 50%. The community rooms are, first of all, an asset belonging to the City's residents. Additionally they are a place of business, government and commerce for the area's business and government leaders and a potential source of income for the City. All of these uses should be developed to their fullest potential.

***Completed.** We are on track for a 50% increase in services, with a 60% increase in the number of hours used to date. We are currently on pace to facilitate 7,600 hours of community room use per year. Marketing efforts to increase both paid and unpaid usage will be continued as an ongoing function of this department and could increase usage even further.*

Ensure a Safe Community—Goal # 6

- Develop a City Hall emergency operation plan to coordinate usage of City Hall in the case of an emergency. It does not replace the City's overall emergency plan designed in coordination with the police and local jurisdictions, but is a part of that plan to make appropriate best use of City facilities specifically, in the case of an emergency.

***Completed.** This task has been redefined for the upcoming year. Research indicated that City Hall is not a viable place of refuge for residents during periods of extreme weather.*

However, winter storm activities brought to light the need for backup power at City Hall to allow the City to maintain operations during a power outage and/or to maintain local operations and communications in the event of an emergency. The development of an emergency operations center at City Hall is listed as a current year task.

Practice Sound Fiscal Management—Goal # 11

- Analyze service delivery costs and implement cost saving measures wherever possible to maximize savings while maintaining or improving service levels.

Ongoing. *Through the first 9 months of the Fiscal Year, we realized approximately \$22,000 in annual savings and \$6,500 in one-time savings through the use of in-house services and prudent use of City contracts.*

- Improve cost accounting and tracking of City facilities business units. The Facilities Department runs several different “businesses” supporting City facilities which need to be run appropriately.
 - City Hall at 2729 Prospect Park Drive
 - Community Room Rental at 2729 Prospect Park Drive
 - Tenants at 2729 Prospect Park Drive
 - Tenants at 2701 Prospect Park Drive
 - Tenants at 2897 Kilgore Road
 - Kilgore Cemetery
 - Rancho Cordova Neighborhood Center (leased space)

Completed. *Projects and cost centers have been crafted and spreadsheets used to allocate all facilities operating expenses to each individual business unit. This allows estimates of overall profit and loss for each unit. Additional refinement and labor cost allocations will allow more accurate accounting in the future.*

Other Accomplishments not Identified as a Goal in Fiscal Year 2007-08 Budget

- *Provided project management for tenant improvements, roof and HVAC shell improvements for McKesson Corp at 2701 Prospect Park Drive.—Goal #4*
- *Coordinated PMC tenant move-in and provided professional services to complete tenant move-in.—Goal #4*
- *The City facilities department was recognized by the Mayor for providing exceptional services during the storms in January 2008. Staff prepared for the storm, worked with City and tenant staff during the storm and helped minimize the impact of the heavy wind and rain of the storm. As trees started to uproot, cars were moved to safe locations. As the storm subsided, storm drains and tree limbs were cleared so tenants and employees could safely get to their vehicles and drive home.—Goal #6*

FISCAL YEAR 2008 – 2009 PROJECTS

The City has thirteen overall goals as stated on page 2. Listed below are the projects, above and beyond our normal operations, targeted for initiation or completion in the upcoming fiscal year. We have indicated the total project costs whenever the direct cost is reasonably determinable. The projects are grouped by the overall goal that they serve.

Ensure the Availability of the Best Public Services in the Area—Goal # 4

- The Facilities department will conduct a survey of its Community Room rental customers in order to identify services to improve, to provide a baseline for future surveys and to determine what services would provide the greatest customer satisfaction by September 30, 2008.

Ensure a Safe Community—Goal # 6

- ★ The City needs to maintain its ability to provide services to its citizens during emergency situations. Therefore, we will create an Emergency Operations Center in City Hall to allow City staff to provide continued operations and communications in the event of an emergency.
- Seek and secure funding for the installation of back-up power systems and support for a communications backbone, in conjunction with the IT Department to allow key services to remain operational at City Hall during future natural disasters or power outages.
- In order to improve sanitary practices and reduce the spread of infectious diseases, install automatic controls for City Hall core and tenant plumbing fixtures. Possibilities include any other practices or opportunities to maintain the healthiest possible environment for all City owned facilities.
- In order to reduce possible cross-contamination, establish Hazardous Assessment for Critical Control Points (HACCP) system for sanitary facilities and pest management. Develop plan, by December 2008, to identify potential food handling safety or sanitation hazards and establish procedures to reduce or eliminate potential incidents.

Sustain a Livable Community—Goal # 8

- Residents of Rancho Cordova and throughout the world are increasingly demanding that organizations, companies and public entities adopt sustainable business practices to ensure the viability of the world's resources into the future. Toward this goal, the City will:
 - Improve the sustainability of building operational practices for City Hall by June 30, 2009.
 - Document the practices that will lead to the recertification required at the five year mark for the City's United States Green Building Council (USGBC) Certification, by June 2009.
- Similarly, the City will begin a two-year project to study the feasibility and attain the next "Silver" level of LEED USGBC certification for City Hall. Potential actions could include upgrading, modifying or changing methods used, or finding alternative measures or substances that result in a reduction of natural resources consumed or harmful pollutants added to our environment.

ADOPTED FISCAL YEAR 2008-2009 BUDGET

EXPENDITURES:

	FY 2006 Actual	FY 2007 Actual	FY 2008 Budget	FY 2008 Estimated Actual	FY 2009 Adopted
Salaries	\$ 27,451	\$ 96,547	\$ 123,109	\$ 182,000	\$ 159,000
Benefits	9,320	34,716	59,073	58,700	66,400
Operating	220,702	719,513	706,580	751,500	768,120
Capital Outlay	3,930	14,706	220,000	311,500	69,500
Transfers Out	-	-	-	-	-
TOTALS	<u>\$ 261,403</u>	<u>\$ 865,482</u>	<u>\$ 1,108,762</u>	<u>\$ 1,303,700</u>	<u>\$ 1,063,020</u>

FUNDING SOURCES:

General Fund - Discretionary	\$ 37,320
City Hall Rental Fees	75,000
Use of Property	950,700
	<u>\$ 1,063,020</u>

PUBLIC WORKS

DESCRIPTION

The Department of Public Works provides services that will safeguard public health, safety and welfare, and ensure a higher quality of life for our citizens by facilitating or providing engineering support for Capital Improvement Plan (CIP) project development and implementation, construction management and inspection, road maintenance, traffic safety, solid waste management, plan review and development services, infrastructure financing and special projects.

Many of the daily activities and ongoing programs of Public Works support the City's Strong Neighborhoods Initiative. Some examples are the street safety program, the neighborhood traffic management program, sidewalk replacement and repair program, landscape and lighting maintenance, the elderly and disable access program, the pedestrian improvement program, streetscape improvement projects, the bikeway improvement program, lighted crosswalk projects, the Rancho Cordova transit shuttle project, many intersection improvements, and roadway maintenance. Additionally, Public Works has continued the "Dial Before You Pile" program to ensure timely pickup of trash piles in many neighborhoods and works very closely with Code Enforcement and the community to reduce illegal dumping within the City.

Standard ongoing responsibilities of the Department of Public Works include:

- Construction of transportation improvements.
- Construction, repair, maintenance and operation of all City streets, sidewalks, street lights, traffic signals, traffic signs, traffic legends, crosswalks, pavement markers, lane line striping, and landscaping.
- Street sweeping.
- Graffiti removal.
- Engineering and project management services for Capital Improvement Projects and permits.
- Issuance of street use, encroachment, transportation and grading permits.
- Plan review for improvements in the public right-of-way.
- Construction management services for both public and private improvements in the public right-of-way.
- Regulating the work of utilities and contractors in the public right-of-way.
- Refuse collection services.
- Storm water and drainage management.
- Transportation Development Impact Fee Program Management.

FISCAL YEAR 2007 – 2008 GOAL STATUS AND ACCOMPLISHMENTS

The City has thirteen overall goals as stated on page 2. The budget for fiscal year 2007-2008 listed the Public Works Departments projects for the fiscal year and identified which overall goal the project served. Those projects are grouped below by the overall goal that they served and a status is provided to update the public on the Public Works Departments progress in achieving the stated goal. Sometimes accomplishments are achieved throughout the year that weren't identified as a goal in the budget document. These accomplishments are grouped together and listed at the bottom of this section.

Foster a Positive Image of Rancho Cordova—Goal #1

- Complete construction on the following Capital Improvement Projects:

- Folsom Boulevard Beautification – Phase I.

Completed. *Construction Phase has been completed. Final closeout paperwork is being prepared.*

- 2006 Road Rehabilitation projects: Explorer Drive, Vanguard Drive, Ambassador Drive, Rod Beaudry Drive, and Trinity River Drive.

Completed. *These road rehabilitation projects were completed in October of 2007 and are currently in the one year warranty period.*

- Landscape improvements at US 50 and Mather Road interchange.

Substantially complete. *The Mather Field Road/Hwy 50 Interchange Landscape project is 90% complete and consists of landscaping of all four quadrants of the interchange including the installation of complete irrigation, plants, trees, shrubs, cobble, turf and mulch. The City entered into a 20 year maintenance agreement with Caltrans.*

Improve Transportation and Connectivity—Goal #2

- Initiate pilot shuttle service as part of Implementation of Transit Master Plan.

In progress. *In December 2007, staff partnered with Sacramento Regional Transit to develop an implementation plan for the Rancho Cordova Neighborhood Shuttle Service. RT staff reports that a contractor will be selected and planning work will commence by Spring 2008. The estimated timeline for completion of the plan Fall 2008. Shuttle service implementation is listed as a current year project. The pilot program will continue for three years and then be evaluated for continuation, termination, or expansion of the program.*

- Complete construction on the following Capital Improvement Projects:

- Sunrise Boulevard improvements from Douglas Road to Kiefer Boulevard.

Substantially complete. *Developer construction of Anatolia III Major Roads (Justinian to Kiefer) is substantially complete and the project is on schedule to be accepted in late-2008. The majority of the work associated with Anatolia I Major Roads (Fitzgerald to Justinian) has been completed, including utilities, road widening, sidewalks, and four new traffic signals. Completion of the project has been delayed due to a failed sewer line, installed early in the project, which must be corrected prior to final paving of the intersection of Sunrise*

Boulevard and Douglas Road. The intersection work and median landscaping is expected to be completed by December 2008.

- Installation of traffic signals and intersection improvements at Prospect Park Drive and International Drive, Data and Zinfandel, Disk Drive and Data Drive.

Completed. *Installed traffic signals at International and Prospect Park, International and Bridgeway, Zinfandel and Bear Hollow, Zinfandel and Capital Village, Zinfandel and Data, and Data and Disk. Made traffic signal modifications at International and Zinfandel. Installed a signalized bike crossing on Sunrise at the Folsom South Canal.*

- Award contracts for the following Capital Improvement Projects:
 - Begin construction of 2007 Road Rehabilitation – Coloma Road (Folsom Boulevard to Sunrise Boulevard), McGregor Road (Coloma Road to Ambassador).

In progress. *The 2007 Road Rehabilitation project was split into the following two phases due to funding constraints:*

2007 Road Rehabilitation Project Phase 1: Coloma Road (Folsom Boulevard to McGregor Road) and Mather Field Road (Peter McCuen to US 50) and Rockingham Drive (Mather Field Road to Old Placerville Road). Plans and specifications completed, bid opening scheduled for March 2008 with contract award anticipated shortly thereafter. Improvements include base repairs at select locations, installation of ramps, slurry seal and restriping the existing pavement to include bike lanes. Construction should begin in June 2008.

2007 Road Rehabilitation Project Phase 2: Coloma Road (McGregor Road to Sunrise Boulevard), and McGregor Road from Coloma Road to Ambassador Drive will now be constructed as part of the 2008 Road Rehabilitation Project. The plans and specifications are currently being prepared and construction, contract award estimated for January 2009, with construction scheduled to begin in Spring 2009.

- Begin construction of International Drive connection to Sunrise Boulevard.

In progress. *Contract awarded for engineering and environmental support. The Environmental Report expected to be certified by City Council in Spring 2008. Right of Way acquisition will follow. Construction will commence by early 2009.*

- Design for Improvements at Sunrise and Jackson Road Intersection.

In progress. *This project is a component of the Sunrise Boulevard widening project between Kiefer Boulevard and Jackson Road (below).*

- Design for 4-lane Sunrise Widening from Kiefer Road to Jackson Road.

In progress. *Contract awarded for design. Preliminary design and environmental work on this project has been completed and a consultant has been hired to complete the final plans and specifications. Construction is anticipated to be complete by 2011. Ongoing work is listed as a current year project.*

- Develop, update and maintain the following:
 - Phasing, funding and implementation plan for delivery of critical backbone infrastructure for new development.

***In progress.** City staff is identifying a phasing plan for delivery of the critical backbone transportation infrastructure. Staff is also working with the development community through the Building Industry Association to develop a funding strategy for those improvements. This is listed as a current year project.*

- Citywide Transportation Capital Improvement Plan (CIP) project list and update the Transportation Development Impact Fee.

***In progress.** In FY 2007-08 a traffic analysis was completed and the Transportation CIP project list was revised to reflect a 2035 needs analysis with updated project costs and an updated Transportation Development Impact Fee calculation. The updated Nexus Study and updated TDIF are anticipated to be adopted by and implemented by the end of FY 2007-08 or early FY 2008-09.*

- Obtain CalTrans approval of the Project Study Report for the Rancho Cordova Parkway Interchange Project.

***Completed.** CalTrans approval of the Project Study Report has been obtained.*

- Complete the Pedestrian and Bicycle Master Plan.

***In progress.** The bicycle and pedestrian master plans were initiated focusing on the development of both on-street and off-street trail systems. Completion of these master plans is estimated in the Fall of 2008 and is listed as a current year project.*

- Continue active participation in design development for the Elk Grove/Rancho Cordova/El Dorado County connector road.

***Completed.** The Connector Joint Program Authority has been formed and an executive director has been hired. Continued participation is listed as a current year project.*

Champion Employee Development and a High Performance Work Environment—Goal #3

- Provide employee development opportunities.

***Completed.** Public Works staff attended seminars, conferences and technical training throughout the year.*

Ensure the Availability of the Best Public Services in the Region—Goal #4

- Maintain a high performance work environment that provides the best possible services to the citizens of Rancho Cordova:
 - Improved response time for calls for service.

***Completed.** The response time (date of call to date of resolution) for calls for service has been reduced from an average of 33 days in FY 2005-06 to 5 days in FY 2007-08.*

- Construction, repair and maintenance of all City streets, sidewalks, street lights, traffic signals, traffic signs, traffic legends, crosswalks, pavement markers, lane line striping and landscaping.

Completed: *Many elements of this program were completed in FY 2007-08, including:*

- *Traffic Signals: 100 service calls dispatched and resolved.*
- *Traffic Signs: 700 traffic signs were reset or replaced. 250 new traffic signs were installed.*
- *Street Lights: 500 service calls dispatched and resolved.*
- *Potholes: 300 service calls dispatched and resolved.*
- *Pavement Markings: 450 pavement markings painted (32,000 square feet). 100 new pavement markings installed.*
- *Lane Line Striping: 120 miles (635,000 line feet) of striping repainted.*
- *Trees: 250 service calls for trees were dispatched and resolved.*
- *Landscaping: Approximately 450,000 square feet of landscaping managed and maintained.*
- *Curb/Gutter/Sidewalk: Repaired 662 feet of curb and gutter and 4,780 square feet of sidewalk.*
- *Street sweeping: 11,500 curb miles were swept.*
- *Graffiti removal: 4,000 square feet of graffiti was removed or covered.*
- *Issuance of street use, encroachment and transportation permits: Issued 478 transportation permits.*
- Refuse collection (July 2007 through January 2008) for 23,000 residential units.
 - *The Collection Services Contract with Allied Waste is structured such that Allied provides a package of programs to our residential customers, and Allied bills our residents directly for those services.*

Completed: *Submitted first annual report as a City to the California Integrated Waste Management Board on AB 939 compliance.*

- *Collected 450 yards of illegal dumping between July 2007 and January 2008.*
- *Collected 7,800 tons of residential solid waste.*
- *Collected 3,050 tons of residential commingled recycling.*
- *Collected 4,000 tons of residential green waste.*
- *Collected 110 tons of white goods (appliances).*

- *Collected 2,300 gallons of used oil collected.*
- *Collected 1,000 oil filters.*
- *Collected 680 computer monitors.*
- *Collected 5,350 bulky item piles (1,680 tons).*
- *Completed design and printed 4,000 copies of the 2008 Rancho Cordova Recycling Guide and Handbook.*
- *Filed annual property tax levy on behalf of Allied Waste for delinquent residential solid waste accounts.*
- *Held electronic waste recycling event at City Hall for in support of Earth Day in April 2008.*
- *Planning underway for a shoe recycling event at Cordova High School and Mills Middle School for Earth Day.*
- Implement Hansen Asset Management and Maintenance Management System.

The Hansen Asset Management System is now being used for asset tracking, administration, and maintenance management. Database is approximately 85% populated and 85% self reliant (no longer reliant upon the County). We expect to be generating scheduled maintenance reports from our own system by the end of this fiscal year.

- Transition additional services from the County.
 - Transition storm water management services from County.

Completed. *Storm water inspection services were transitioned from the County to be provided by the City through consultant contracts. The rest of the storm water management services will continue to be provided by the County under contract.*

- Drainage plan check services.

Completed. *These services are continued to be provided by the County with oversight from City staff.*

Establish a Vibrant Downtown—Goal #5

- Develop conceptual design for The Promenade.

In progress. *The Promenade Project will serve as a critical link for transit, bicycle and pedestrian needs. As such, the design team has developed concepts for the facility serving all three modes and has identified many issues and constraints that relate to the structural design and service needs for the project. We are pursuing architectural concepts and will be clarifying the timing needs for the project. Contact with local property owners and business has also been initiated.*

Practice Sound Fiscal Management—Goal #11

- Secure additional State and Federal Grant funding to leverage local transportation funds and help fund critical backbone infrastructure.

Completed. *Public Works staff has developed a comprehensive strategy for securing State and Federal funding that weighs important City projects with Sacramento regional priorities, congressional appropriations requirements, local match availability, multi-agency support, and project readiness. Staff pursued cooperation and support from other agencies, and was successful in placing the City's priority transportation funding requests on the Cap-to-Cap advocacy platform. Additionally, staff assisted members of the City Council and City Manager's Office in lobbying Congress for federal funding.*

Progress during FY 2007-08 includes:

- *Public Works received \$2.5 million in Regional Surface Transportation Program (RSTP) funding from SACOG for the International Extension and Folsom South Canal Bridge project.*
- *SACOG awarded Public Works an additional \$880,000 in Bicycle and Pedestrian funding for improvements for the International Extension and Folsom South Canal Bridge project.*
- *SACOG awarded \$3 million in Community Design funding for Complete Streets improvements on Folsom Boulevard.*
- *Received \$352,642 in Road Rehabilitation funding through the Surface Transportation Improvement Program.*
- *Public Works obtained \$679,860 in State Safe Routes to School funding to build approximately 2,025 linear feet of new sidewalk.*
- *Balanced 5-year Capital Improvement Program Budget including a funding strategy for core backbone infrastructure.*

In progress. *The 5-year CIP is revised each year as part of the annual budget process for the Department. The work on the funding strategy for core backbone infrastructure is continuing. This is an ongoing goal for each year.*

- *Develop agreement with Sacramento County for using portions of the Mather Financing District Funds for several City transportation projects.*

In progress. *Staff continues to coordinate with Sacramento County staff to allocate funds from the development impact fees collected in Mather Specific Plan Area to provide funding for specific roadway improvements in the City. This item is listed as a current year project.*

- *Implement a management and tracking system for the State and Federal Grants received for Transportation Projects to ensure funding compliance and deadlines are met.*

Completed. *Public Works staff has established an efficient process to apply for, and track status of applications. When grant funds are awarded, the information is tracked to invoice and close out.*

- Continue negotiations and executed franchise agreement with the remaining private water purveyor in the City.

Partially completed. CAL AM franchise agreement has been executed. Staff continues negotiations with Golden State Water Company. Execution of the franchise agreement is listed as a current year project.

Other Accomplishments not Identified as a Goal in Fiscal Year 2007-08 Budget

- Completed Detachment of CSA 10 from the County, transfer of funds, and transition of services under City control.—Goal #2.
- Awarded New Measure A bond funds for improvements on Sunrise Boulevard from Sacramento Transportation Authority (STA) - \$8,000,000.—Goal #11.
- ★ Public Works obtained \$949,876 in Proposition 1B Local Streets and Roads funding for road rehabilitation projects on several City streets.—Goal #11.
- Received a \$46,000 Rubberized Asphalt Grant for Road Rehabilitation.—Goal #11.
- Completed New City Street Sign Replacement Project.—Goal #4.
- Worked with developers to provide onsite and offsite transportation improvements, not previously listed, including the following.—Goal #2:
 - Internal residential and collector streets and signalization in the Anatolia developments.
 - Offsite road improvements, signalization and intersection improvements associated with the Sunridge Specific Plan Area including portions of Sunrise Boulevard, Douglas Road, Kiefer Boulevard, Rancho Cordova Parkway (formerly known as Jaeger Road), and Americanos Boulevard.
 - Internal residential and collector streets in the Capital Village subdivision and commercial areas.
 - Offsite road improvements, signalization and intersection improvements associated with the Capital Village subdivision and commercial area including improvements to White Rock Road, Zinfandel Drive, and signalization and intersection improvements.
- Made sidewalk and ADA Improvements: Removed and replaced 4,780 square feet of sidewalk and 662 feet of curb and gutter. Project is substantially complete.—Goal #1
- Began construction of frontage improvements along White Rock Park in December 2007. Anticipated completion Spring 2008.—Goal #1
- Installed lighted crosswalk at Vanguard Drive and Pegasus Way.—Goal #1
- La Placita Street Light Project – Provide 7 Solar Powered Street Lights along La Placita Drive. Construction contract has been awarded and is currently under construction. This project was not originally listed as a FY 2007-08 goal.—Goal #1

FISCAL YEAR 2008 – 2009 PROJECTS

The City has thirteen overall goals as stated on page 2. Listed below are the projects, above and beyond our normal operations, targeted for initiation or completion in the upcoming fiscal year. The projects are grouped by the overall goal that they serve.

Foster a Positive Image of Rancho Cordova—Goal #1

★ Public Works staff will complete construction on the following Capital Improvement Projects:

- 2007 Road Rehabilitation - Coloma Road (Folsom Boulevard to McGregor Road) pavement overlay and Mather Field Road (Peter A. McCuen to US 50) including pavement repairs at intersections of Mather Field Road/Rockingham and Rockingham/Old Placerville. Construction is expected to be complete by December 2008. (Estimated Cost: \$3,900,000)
- 2008 Road Rehabilitation - Coloma Road (McGregor Road to Sunrise Blvd) and McGregor Road (Coloma Road to Ambassador Drive). Construction is expected to be complete by June 2009. (Estimated Cost: \$3,700,000)
- White Rock Neighborhood Pedestrian Safety Improvement Project – Pedestrian improvements and pavement rehabilitation along Mills Station Road, White Rock Road, and Mills Park Drive. Construction is expected to be complete by June 2009. (Estimated Cost: \$750,000)
- ADA and Sidewalk Improvements at various locations. Construction is expected to be completed by June 2009. (Estimated Cost: \$250,000)
- 2008 Traffic Calming Project – install speed bumps, a raised crosswalk, and striping on La Loma, West La Loma and Georgetown. Construction is expected to be completed by June 2009. (Estimated Cost: \$100,000)
- Staff will complete the Preliminary Engineering phase of the Folsom Boulevard Enhancements - Phase II project by June 2009. (Estimated Cost for this phase: \$3,000,000)

Improve Transportation and Connectivity—Goal #2

- Public Works program manager will implement the first year of the pilot shuttle service as part of the overall Transit Master Plan by Fall 2008. (Estimated Cost for first year: \$821,000)
- ★ Project Managers will complete or continue environmental and design work for the following Capital Improvement Projects:
- Complete design and award construction contract for Zinfandel/Douglas Extension project by June 2009. (Estimated Project Cost: \$19,800,000)
 - Complete design for the Sunrise Widening from Kiefer Road to State Route 16 to four lanes including intersection improvements at Sunrise Boulevard and State Route 16. This phase of the project is expected to be completed by June 2009. (Estimated Cost for this phase: \$4,000,000)

- Continue design for the Rancho Cordova Parkway Interchange Project. The Design, Environmental and ROW phases of this project are expected to be complete by June 2011. (Estimated Cost for these phases: \$10,000,000)
- Complete design and award the construction contract for the Douglas Road from Sunrise Boulevard to Americanos project by June 2009. (Estimated Project Cost: \$9,300,000)
- Complete design and award the construction contract for the Douglas Road from Americanos Boulevard to Grant Line Road project by June 2009. (Estimated Project Cost: \$6,500,000)
- Work with the development community to complete design and award the construction contract for the Rancho Cordova Parkway from Douglas Road to Chrysanthy Boulevard project by June 2009. This project will be paid for by the developers and City staff will execute credit reimbursement agreements after contract awards. (Estimated Project Cost: \$9,700,000)
- Complete design of the International Drive connection to Sunrise Boulevard by June 2009. (Estimated Cost of this phase: \$4,430,000)
- Complete construction on the following Capital Improvement Project(s):
 - Traffic signal at the intersection of Data Drive at International Drive by June 2009. (Estimated Project Cost: \$465,000)
 - Complete construction of the Sunrise Boulevard, North of White Rock missing frontage improvements project by June 2009. (Estimated Project Cost: \$260,000)
- Public Works staff will continue to development, update and/or maintain the following:
 - Create a Phasing Plan which identifies project costs, projects timelines for construction of the core projects, and creates an implementation plan for the delivery of critical core backbone infrastructure to support new development. By partnering with others and working with the development community, staff will facilitate the ongoing process with major milestones completed by June 2009.
 - Staff will update the Citywide Transportation Capital Improvement Plan project list and update the Transportation Development Impact Fee Program by June 2009.
- Continue to actively participate in the Joint Powers Authority (JPA) to design the Elk Grove/Rancho Cordova/El Dorado County connector road.
- Complete and have council adopt the Pedestrian and Bicycle Master Plan by June 2009. (Estimated Cost: \$475,000)

Establish a Vibrant Downtown—Goal #5

- Finalize conceptual design for The Promenade by Fall 2008. (Estimated Cost: \$450,000)

Practice Sound Fiscal Management—Goal #11

- By working with partners and seeking additional grants, complete a balanced 5-year Capital Improvement Program Budget including a funding strategy for core backbone infrastructure.
- ★ To produce additional funds, staff will execute agreements with Sacramento County to secure portions of the Mather Specific Plan Development Impact Fees for several City transportation projects by June 2009.
- Staff will continue to pursue additional State and Federal Grant funding opportunities that will leverage local transportation funds and help fund critical backbone infrastructure. This is an ongoing goal to be completed each year in time to program new funding received in the annual CIP budget.
- Form a comprehensive Road Maintenance CFD under new provisions in the Mello-Roos Act to help fund existing and new street lighting and roadway infrastructure by June 2009.
- Continue to work with the City Attorney’s office to negotiate and execute the franchise agreement with the remaining private water purveyor in the City by June 2009.

ADOPTED FISCAL YEAR 2008-2009 BUDGET

EXPENDITURES:

	FY 2006 Actual	FY 2007 Actual	FY 2008 Budget	FY 2008 Estimated Actual	FY 2009 Adopted
Salaries	\$ 556,642	\$ 575,661	\$ 1,934,717	\$ 826,310	\$ 1,829,400
Benefits	233,492	455,200	933,295	626,889	826,700
Operating	578,250	1,321,690	4,233,500	2,165,911	2,751,900
Capital Outlay	-	39,149	172,000	35,000	30,600
Transfers Out	48,009	-	200,000	284,100	-
TOTALS	\$ 1,416,393	\$ 2,391,700	\$ 7,473,512	\$ 3,938,209	\$ 5,438,600

FUNDING SOURCES:

Franchise Fees	\$ 750,800
Other Licenses, Permits, and Fees	176,100
Public Works Cost Recovery	4,511,700
	\$ 5,438,600

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NON DEPARTMENTAL

DESCRIPTION

This activity accounts for the costs of support services needed to run the general City Hall operations. It also accounts for the cost of various items which are not directly attributable to a specific department.

Revenue neutrality's impact on the City has been mitigated to an extent by the settlement with Sacramento County reached during FY 2006-07. Under the new agreement, fixed payments over the next 20 years will reduce City property taxes by approximately \$181 million. These fixed payments will replace the formula approach previously used and provide a much more stable tax base for the City.

Transition costs represent the repayment to Sacramento County for the services (Police, Street Maintenance and Animal Services) they provided to the City during the first year of operation. This is being paid back in five equal annual installments and FY 2008-09 represents the fifth and final year of payments.

Transfers Out is an accounting method to locate resources in the fund that actually is incurring the expense.

ADOPTED FISCAL YEAR 2008-2009 BUDGET

EXPENDITURES:

	FY 2006 Actual	FY 2007 Actual	FY 2008 Budget	FY 2008 Estimated Actual	FY 2009 Adopted
Salaries	\$ 220	\$ -	\$ -	\$ -	\$ 25,000
Benefits	28,714	1,472	-	-	-
Operating	548,055	285,398	400,045	534,663	447,824
Transition Costs	474,032	476,639	475,000	475,000	438,100
Revenue Neutrality	7,234,086	5,554,492	5,796,888	5,796,888	6,029,814
Capital Outlay	-	-	-	-	-
Transfers Out	1,044,260	1,120,200	1,190,000	1,202,345	748,900
TOTALS	\$ 9,329,367	\$ 7,438,201	\$ 7,861,933	\$ 8,008,896	\$ 7,689,638

FUNDING SOURCES:

	General Fund - Discretionary	\$ 7,689,638
		\$ 7,689,638

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GAS TAX

DESCRIPTION

Gas Tax revenue is generated from the 18 cents per gallon state tax on fuel used to propel a motor vehicle or aircraft. Approximately 30% of Gas Tax revenues are allocated to cities and counties as directed by the Streets and Highways Code Sections 2015, 2106, 2107, and 2107.5. Gas Tax funds can be used for construction, improvements, studies and/or maintenance of public streets and must be in the Public Right of Way. Currently all the Gas Tax funds are allocated to maintenance and rehabilitation of the existing roadways.

ADOPTED FISCAL YEAR 2008-2009 BUDGET

	FY 2006 Actual	FY 2007 Actual	FY 2008 Budget	FY 2008 Estimated Actual	FY 2009 Adopted
Salaries	\$ -	\$ -	\$ -	\$ -	\$ -
Benefits	-	-	-	-	-
Operating	9,300	1	-	-	15,000
Capital Outlay	-	-	-	-	-
Transfers Out	<u>179,000</u>	<u>2,557,605</u>	<u>1,395,500</u>	<u>892,000</u>	<u>4,118,500</u>
Total	<u>\$ 188,300</u>	<u>\$ 2,557,606</u>	<u>\$ 1,395,500</u>	<u>\$ 892,000</u>	<u>\$ 4,133,500</u>

MEASURE A

DESCRIPTION

Measure A is a voter approved, one-half percent sales tax in Sacramento County to be levied over a 20-year period (1989-2009). The proceeds of the tax are used to fund a comprehensive program of roadway and transit improvements. In 2004, voters approved a 30-year extension of this program that will go into effect in April 2009.

The new Measure A program calls for the implementation of the Sacramento County Transportation Mitigation Fee Program (SCTMFP) as a condition of receiving local road maintenance formula funds and use tax imposed by the Sacramento Transportation Authority. It also demonstrates to the financial markets that the SCTMFP represents a legitimate revenue stream on which to extend credit. The fee, effective April 1, 2009, will be charged to new development and does not impact the existing residents.

Measure A revenues are earmarked for the following types of improvements: highway, street, and road construction; highway, street, and road maintenance; bus and light rail capital and operations; improved transportation services for elderly and disabled persons; and transportation-related air quality programs. Measure A construction revenues are typically used to fund transportation and traffic safety improvements. Measure A maintenance revenues are used to fund ongoing operation and maintenance of the City's transportation system.

The procedures for apportioning and expending Measure A funds are set forth in the Transportation Expenditure Agreement and the projects are identified in the Expenditure Plan. The Expenditure Plan is taken to council in January and the approved funding is budgeted in the FY 2008-09 CIP and Public Works Operating Budgets. Eligible Measure A projects are set forth in the County Transportation Expenditure Plan (CTEP). The Transportation Expenditure Agreement also lists various conditions which local entities must satisfy before they can claim Measure A funds.

ADOPTED FISCAL YEAR 2008-2009 BUDGET

Measure A Maintenance

	FY 2006 Actual	FY 2007 Actual	FY 2008 Budget	FY 2008 Estimated Actual	FY 2009 Adopted
Salaries	\$ -	\$ -	\$ -	\$ -	\$ -
Benefits	-	-	-	-	-
Operating	1,093,490	1,479,056	1,299,309	1,284,295	1,088,720
Capital Outlay	-	-	-	-	-
Transfers Out	-	-	-	-	-
Total	\$ 1,093,490	\$ 1,479,056	\$ 1,299,309	\$ 1,284,295	\$ 1,088,720

Measure A Construction

	FY 2006 Actual	FY 2007 Actual	FY 2008 Budget	FY 2008 Estimated Actual	FY 2009 Adopted
Salaries	\$ -	\$ -	\$ -	\$ -	\$ -
Benefits	-	-	-	-	-
Operating	-	29,289	-	-	-
Capital Outlay	-	-	-	-	-
Transfers Out	245,509	2,380,606	1,710,000	881,700	3,727,500
Total	\$ 245,509	\$ 2,409,895	\$ 1,710,000	\$ 881,700	\$ 3,727,500

New Measure A Construction

	FY 2006 Actual	FY 2007 Actual	FY 2008 Budget	FY 2008 Estimated Actual	FY 2009 Adopted
Salaries	\$ -	\$ -	\$ -	\$ -	\$ -
Benefits	-	-	-	-	-
Operating	-	-	-	-	-
Capital Outlay	-	-	-	-	-
Transfers Out	-	23,507	593,100	593,100	8,608,600
Total	\$ -	\$ 23,507	\$ 593,100	\$ 593,100	\$ 8,608,600

PROPOSITION 42

DESCRIPTION

Proposition 42 (Assembly Bill 2928 Maintenance of Effort Program), passed in August 2000 establishing the Traffic Congestion Relief Fund (TCRF) in the State Treasury to allocate funds to cities and counties for the purpose of street or road maintenance or reconstruction. Funding was received in FY 2006-07 for the repayment of FY 2003-04 and FY 2004-05 funds plus interest. There was not a FY 2007-08 allocation. The FY 2008-09 allocation is \$568,509.

ADOPTED FISCAL YEAR 2008-2009 BUDGET

	FY 2006 Actual	FY 2007 Actual	FY 2008 Budget	FY 2008 Estimated Actual	FY 2009 Adopted
Salaries	\$ -	\$ -	\$ -	\$ -	\$ -
Benefits	-	-	-	-	-
Operating	-	-	-	-	-
Capital Outlay	-	-	-	-	-
Transfers Out	-	400,000	466,862	466,860	568,600
Total	<u>\$ -</u>	<u>\$ 400,000</u>	<u>\$ 466,862</u>	<u>\$ 466,860</u>	<u>\$ 568,600</u>

TRANSPORTATION DEVELOPMENT ACT FUND

DESCRIPTION

The Transportation Development Act (TDA), administered by the California Department of Transportation provides two major sources for the funding of public transportation in California through regional planning and programming agencies such as the Sacramento Area Council of Governments (SACOG). The first, the county Local Transportation Fund (LTF), has been in existence since 1972. The second, the State Transit Assistance (STA) fund, came into being in 1979. The TDA creates in each county an LTF for the transportation purposes specified in the Act. Revenues to the LTF are derived from 1/4¢ of the retail sales tax collected statewide. The 1/4¢ is returned by the State Board of Equalization to each county according to the amount of tax collected in that county.

Nearly all of Rancho Cordova's TDA funds (both LTF and STA) are allocated by SACOG to Sacramento Regional Transit. There is, however, a countywide set aside of 2% of available funds to be allocated for pedestrian and bicycle facilities anywhere in the county. These funds are distributed to each jurisdiction based on a fair share formula. The FY 2008-09 allocation of LTF bicycle and pedestrian funds is \$41,100. Prior year allocations totaling \$205,300 have been reserved by SACOG for use by the City.

ADOPTED FISCAL YEAR 2008-2009 BUDGET

	FY 2006 Actual	FY 2007 Actual	FY 2008 Budget	FY 2008 Estimated Actual	FY 2009 Adopted
Transportation Development Act					
Salaries and Benefits	\$ -	\$ -	\$ -	\$ -	\$ -
Operating	150	(150)	-	-	-
Capital Outlay	-	-	-	-	-
Transfers Out	-	-	-	-	245,000
Total	<u>\$ 150</u>	<u>\$ (150)</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ 245,000</u>

ROADWAY IMPROVEMENT FUND

DESCRIPTION

The Public Works Department has obtained certain additional contributions related to supplemental roadway fees. The negotiations are non-nexus based and are not directly associated with the existing traffic fees collected in the Special Revenue Funds. These funds may be used at the City's discretion for a variety of roadway improvement projects included in the City's Capital Improvement Program.

Included in this fund are revenues received from the State as part of the Proposition 1B allocation. This state funding program was approved by California voters in November 2006. During FY2007-08 Public Works received \$949,876. In FY 2008-09, Public Works expects to receive the second half (estimated at \$850,000) of this one-time allocation for Proposition 1B Local Streets and Roads funding for road rehabilitation projects on several City streets.

ADOPTED FISCAL YEAR 2008-2009 BUDGET

	FY 2006 Actual	FY 2007 Actual	FY 2008 Budget	FY 2008 Estimated Actual	FY 2009 Adopted
Roadway Improvement Fund					
Salaries and Benefits	\$ -	\$ -	\$ -	\$ -	\$ -
Operating	-	-	-	-	-
Capital Outlay	-	-	-	-	-
Transfers Out	-	-	-	-	949,900
Total	\$ -	\$ -	\$ -	\$ -	\$ 949,900

STORM WATER UTILITY TAX FUND

DESCRIPTION

The Public Works Department has negotiated the annual transfer of funds to the City from utility taxes collected by the County of Sacramento for storm water utility. These funds may be used at the Public Works Director's discretion for any drainage related expenses including staff costs.

ADOPTED FISCAL YEAR 2008-2009 BUDGET

	FY 2006 Actual	FY 2007 Actual	FY 2008 Budget	FY 2008 Estimated Actual	FY 2009 Adopted
Storm Water Utility Tax Fund					
Salaries and Benefits	\$ -	\$ -	\$ -	\$ -	\$ -
Operating	-	-	-	-	656,000
Capital Outlay	-	-	-	-	-
Transfers Out	-	-	-	-	366,000
Total	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ 1,022,000</u>

RENTAL CODE COMPLIANCE PROGRAM

DESCRIPTION

The City of Rancho Cordova assesses a \$10 per door fee on all rental properties in the City. This revenue is legally required to be received into its own fund. These monies are used to fund the Rental Inspection Program via a transfer out to Code Enforcement in the General Fund. The primary goal of the program is to improve the quality of rental housing and the quality of life in the City of Rancho Cordova.

ADOPTED FISCAL YEAR 2008-2009 BUDGET

	FY 2006 Actual	FY 2007 Actual	FY 2008 Budget	FY 2008 Estimated Actual	FY 2009 Adopted
Rental Code Compliance Program					
Salaries and Benefits	\$ -	\$ -	\$ -	\$ -	\$ -
Operating	-	-	33,160	33,160	-
Capital Outlay	-	-	-	-	-
Transfers Out	-	-	<u>38,840</u>	<u>38,840</u>	<u>70,000</u>
Total	<u>\$ -</u>	<u>\$ -</u>	<u>\$ 72,000</u>	<u>\$ 72,000</u>	<u>\$ 70,000</u>

ASSET FORFEITURE FUND

DESCRIPTION

Assets seized in the course of arrests or investigations are turned over to the District Attorney until case resolution. The District Attorney apportions the assets to the applicable jurisdictions and the funds are used to purchase public safety equipment and supplies.

ADOPTED FISCAL YEAR 2008-2009 BUDGET

	FY 2006 Actual	FY 2007 Actual	FY 2008 Budget	FY 2008 Estimated Actual	FY 2009 Adopted
Asset Forfeiture					
Salaries and Benefits	\$ -	\$ -	\$ -	\$ -	\$ -
Operating	-	-	24,600	24,562	13,000
Capital Outlay	-	-	-	-	-
Transfers Out	-	-	-	-	-
Total	<u>\$ -</u>	<u>\$ -</u>	<u>\$ 24,600</u>	<u>\$ 24,562</u>	<u>\$ 13,000</u>

ASSESSMENT DISTRICTS, SPECIAL TAX DISTRICTS AND LANDSCAPING AND LIGHTING DISTRICTS

DESCRIPTION

Assessment Districts, Special Districts and Landscaping and Lighting Districts are formed under the California General Government Code, in compliance with California State Constitution Articles XIII A and XIII D. The City of Rancho Cordova established these districts to finance public services by levying an assessment or special tax which appears on the property tax bill of the parcels receiving benefit. There are five services related assessment and special districts in the City of Rancho Cordova, as outlined below.

City of Rancho Cordova Special Police Tax

On April 19, 2004, the City Council established the City of Rancho Cordova Special Police Tax to provide additional funds to pay for police services. There are currently 26 tax Zones, for which the revenue collected by this tax is to be used solely for the purposes of obtaining, furnishing, operating, and maintaining police protection equipment or apparatus, for paying the salaries and benefits of police protection personnel, and for such other police protection service expenses as are deemed necessary for the benefit of the residents of each Zone.

City of Rancho Cordova Landscaping and Lighting District No. 2005-1

This district was formed in 2005 for the purpose of providing ongoing maintenance and local landscaping improvements within the District, previously funded in whole or in part by the County of Sacramento as part of the Sacramento Landscape District (SLMD), now the responsibility of the City. The improvements include streetscape and parkway landscaping, and do not currently include street lighting. The District was formed with four benefit Zones encompassing all lots and parcels of land within the boundaries of the City that were included in Zone 4 and Zone 5 of the SLMD in fiscal year 2004-05. The District area is approximately 512 acres, centrally located within the City, generally south of Highway 50 and north of the City limits as identified in the District Boundary Maps.

City of Rancho Cordova Transit-Related Services Special Tax Area

On January 17, 2006, the City Council established this district, comprised of Special Tax Zone 3, establishing a special tax for transit related services within the boundaries of Zone 3 (coterminous with the Capital Village development). The services to be funded include: transit shuttle, "Guaranteed Ride Home Program", transit subsidies, education programs and infrastructure support. As additional development occurs it will either be annexed to Zone 3 or a separate Zone will be created to fund transit related services.

County Service Area 10 (CSA 10) was recently detached from the County of Sacramento by the City of Rancho Cordova to administer for the 2008-09 tax year. CSA 10 assessments fund transit related services benefitting the Zinfandel and Sunridge Specific Plan areas (Benefit Zones 1 and 2). The services to be funded include: transit shuttle, "Guaranteed Ride Home Program", transit subsidies, education programs and infrastructure support. The district boundary is irregularly shaped and includes the Villages of Zinfandel, Sunridge and Mather Field.

Road Maintenance Assessment District

The Road Maintenance Assessment District was formed to create a financial mechanism to provide street and lighting operations and maintenance services for public improvements created as a result of new development. The funds are used to pay for routine maintenance and operations costs as well as to build a reserve to periodically replace slurry seal and eventual overlay and replacement costs. As additional development occurs, it will either be annexed to the district or a separate Zone will be created to services.

ADOPTED FISCAL YEAR 2008-2009 BUDGET

	FY 2006 Actual	FY 2007 Actual	FY 2008 Budget	FY 2008 Estimated Actual	FY 2009 Adopted
Landscape & Lighting 2005-1					
Salaries	\$ -	\$ 1,138	\$ -	\$ -	\$ -
Benefits	-	-	-	-	-
Operating	59,275	36,572	69,500	79,445	99,400
Capital Outlay	-	-	-	-	-
Transfers Out	-	8,593	10,000	-	-
Total	<u>\$ 59,275</u>	<u>\$ 46,303</u>	<u>\$ 79,500</u>	<u>\$ 79,445</u>	<u>\$ 99,400</u>
Road Maintenance Fund					
Salaries	\$ -	\$ 310	\$ -	\$ 15,000	\$ -
Benefits	-	-	-	-	-
Operating	42,086	15,148	60,000	54,100	509,300
Capital Outlay	-	-	-	-	-
Transfers Out	-	15,964	10,000	-	-
Total	<u>\$ 42,086</u>	<u>\$ 31,422</u>	<u>\$ 70,000</u>	<u>\$ 69,100</u>	<u>\$ 509,300</u>
Transit Related Services (Zone 1)					
Salaries	\$ -	\$ 1,114	\$ -	\$ 18,700	\$ -
Benefits	-	-	-	-	-
Operating	-	4,453	35,000	6,900	47,500
Capital Outlay	-	-	-	-	-
Transfers Out	-	10,356	310,000	-	150,000
Total	<u>\$ -</u>	<u>\$ 15,923</u>	<u>\$ 345,000</u>	<u>\$ 25,600</u>	<u>\$ 197,500</u>
Transit Related Services (Zone 2)					
Salaries	\$ -	\$ -	\$ -	\$ -	\$ -
Benefits	-	-	-	-	-
Operating	-	-	6,900	6,900	55,000
Capital Outlay	-	-	-	-	-
Transfers Out	-	-	11,400	11,400	150,000
Total	<u>\$ -</u>	<u>\$ -</u>	<u>\$ 18,300</u>	<u>\$ 18,300</u>	<u>\$ 205,000</u>
Transit Related Services (Zone 3)					
Salaries	\$ -	\$ 310	\$ -	\$ 6,300	\$ -
Benefits	-	-	-	-	-
Operating	-	-	10,700	6,700	20,000
Capital Outlay	-	-	-	-	-
Transfers Out	-	2,890	35,000	32,700	3,000
Total	<u>\$ -</u>	<u>\$ 3,200</u>	<u>\$ 45,700</u>	<u>\$ 45,700</u>	<u>\$ 23,000</u>

IMPACT FEES

DESCRIPTION

The Impact fees are fees imposed on new development to pay for new developments impact on service delivery, infrastructure needs and capital projects. The City has the following impact fees:

- Villages of Zinfandel
- Traffic
- Community Facilities
- Sunrise Douglas
- Mather Field
- General Plan
- Environmental
- Park Renovation

Villages of Zinfandel

These specific plan fees are imposed on new development in the Villages of Zinfandel (VOZ) special planning area. It includes fees for library and offsite roadway improvements. These funds can only be spent on facilities identified in the VOZ Development Impact Fee Program to mitigate impact as a result of develop in the VOZ special planning area.

ADOPTED FISCAL YEAR 2008-2009 BUDGET

EXPENDITURES:

	FY 2006 Actual	FY 2007 Actual	FY 2008 Budget	FY 2008 Estimated Actual	FY 2009 Adopted
Salaries	\$ -	\$ 189	\$ -	\$ 1,600	\$ -
Benefits	-	-	-	-	-
Operating	-	-	-	-	6,400
Capital Outlay	-	-	-	-	-
Transfers Out	27,485	131,751	338,000	327,900	220,000
Total	<u>\$ 27,485</u>	<u>\$ 131,940</u>	<u>\$ 338,000</u>	<u>\$ 329,500</u>	<u>\$ 226,400</u>

Traffic Mitigation Impact Fees

This development impact fee is a Citywide fee imposed on new development in the City to cover the fair share cost of traffic impacts resulting from new development. The funds collected will be used for construction of the transportation improvements listed in the Transportation CIP Development Impact Fee Program.

ADOPTED FISCAL YEAR 2008-2009 BUDGET

	FY 2006 Actual	FY 2007 Actual	FY 2008 Budget	FY 2008 Estimated Actual	FY 2009 Adopted
Traffic Mitigation Impact					
Salaries	\$ -	\$ 7,071	\$ -	\$ 234,400	\$ -
Benefits	-	-	-	-	-
Operating	77,480	307,118	-	290,300	1,197,500
Capital Outlay	-	700,405	-	3,325	-
Transfers Out	279,000	2,641,364	6,888,000	6,685,116	18,684,000
Total	<u>\$ 356,480</u>	<u>\$ 3,655,958</u>	<u>\$ 6,888,000</u>	<u>\$ 7,213,141</u>	<u>\$ 19,881,500</u>

Community Facilities Fees

These fees were established by the City to cover the costs of municipal facilities required to serve an increased population as a result of new development. These facilities include a city hall, a police station and equipment, a community center, a corporation yard, a library, a city museum, a parking structure, animal services, telecommunications and computer systems, and a records management system.

ADOPTED FISCAL YEAR 2008-2009 BUDGET

	FY 2006 Actual	FY 2007 Actual	FY 2008 Budget	FY 2008 Estimated Actual	FY 2009 Adopted
Community Facilities Fees					
Salaries	\$ -	\$ -	\$ -	\$ -	\$ -
Benefits	-	-	-	-	-
Operating	-	-	-	-	15,000
Capital Outlay	-	-	790,000	-	700,000
Transfers Out	1,501,075	1,751,767	1,742,635	1,283,694	1,449,330
Total	<u>\$ 1,501,075</u>	<u>\$ 1,751,767</u>	<u>\$ 2,532,635</u>	<u>\$ 1,283,694</u>	<u>\$ 2,164,330</u>

Sunrise Douglas Impact Fee

These specific plan development impact fees are imposed on development in the Sunridge Specific Plan (SRSP) which is part of the Sunrise Douglas Community Plan (SDCP) development area. It includes additional fees for roadway improvements, transit shuttles, supplemental offsite water facilities, interim sewer facilities, park development improvements, library facilities and fee program updates. These funds can only be spent on facilities in the SDCP Capital Improvement Program to mitigate impact as a result of development in the SDCP area.

ADOPTED FISCAL YEAR 2008-2009 BUDGET

	FY 2006 Actual	FY 2007 Actual	FY 2008 Budget	FY 2008 Estimated Actual	FY 2009 Adopted
Sunrise Douglas Impact Fees					
Salaries	\$ -	\$ 3,539	\$ -	\$ 137,600	\$ -
Benefits	-	-	-	-	-
Operating	47,669	383,195	5,684,890	5,901,590	971,900
Capital Outlay	13,607,403	2,769,477	-	2,195,495	-
Transfers Out	11,005	201,421	17,568,596	1,781,200	4,222,400
Total	<u>\$ 13,666,077</u>	<u>\$ 3,357,632</u>	<u>\$ 23,253,486</u>	<u>\$ 10,015,885</u>	<u>\$ 5,194,300</u>

Mather Field Impact Fee

Specific plan development impact fees are imposed on development in the Mather Commerce Center which is part of the overall Mather Field Specific Plan Area administered by the County of Sacramento. The Mather Field fees include additional fees for roadway improvements located in the City of Rancho Cordova. The City has been in the process of negotiating the transfer of fee fund balances from the County to the City for specific improvements.

ADOPTED FISCAL YEAR 2008-2009 BUDGET

EXPENDITURES:

	FY 2006 Actual	FY 2007 Actual	FY 2008 Budget	FY 2008 Estimated Actual	FY 2009 Adopted
Salaries	\$ -	\$ -	\$ -	\$ -	\$ -
Benefits	-	-	-	-	-
Operating	-	-	-	-	-
Capital Outlay	-	-	-	-	-
Transfers Out	-	152,865	190,500	190,450	489,700
Total	<u>\$ -</u>	<u>\$ 152,865</u>	<u>\$ 190,500</u>	<u>\$ 190,450</u>	<u>\$ 489,700</u>

General Plan Impact Fee

This fee is imposed on all new development to defray the costs of completing the City's first General Plan and pay for the maintenance of that plan over the next ten years. The General Plan Impact Fee reflects the actual cost of the General Plan and implementing studies. The City will need to revisit this fee in FY 2008-09 as there are not sufficient revenues being generated from the existing fee to cover current and anticipated costs.

ADOPTED FISCAL YEAR 2008-2009 BUDGET

	FY 2006 Actual	FY 2007 Actual	FY 2008 Budget	FY 2008 Estimated Actual	FY 2009 Adopted
Salaries	\$ -	\$ -	\$ -	\$ -	\$ -
Benefits	-	-	-	-	-
Operating	1,239,159	139,697	322,200	322,200	240,570
Capital Outlay	-	-	-	-	-
Transfers Out	-	-	-	-	-
Total	\$ 1,239,159	\$ 139,697	\$ 322,200	\$ 322,200	\$ 240,570

Environmental Impact Fee

This fee is imposed on new development to mitigate the effect of development on the native Swainson's Hawk. The City stopped collecting this fee in FY 2006-07.

ADOPTED FISCAL YEAR 2008-2009 BUDGET

	FY 2006 Actual	FY 2007 Actual	FY 2008 Budget	FY 2008 Estimated Actual	FY 2009 Adopted
Salaries	\$ -	\$ -	\$ -	\$ -	\$ -
Benefits	-	-	-	-	-
Operating	-	628,741	-	-	-
Capital Outlay	-	-	-	-	-
Transfers Out	-	-	-	-	-
Total	\$ -	\$ 628,741	\$ -	\$ -	\$ -

Park Renovation Fee

Unlike the Park Development Impact Fee which is collected to fund park construction in new development areas, the Park Renovation Impact Fee is charged to new development through “development agreements” to be used to fund improvements to parks in existing City areas.

ADOPTED FISCAL YEAR 2008-2009 BUDGET

	FY 2006 Actual	FY 2007 Actual	FY 2008 Budget	FY 2008 Estimated Actual	FY 2009 Adopted
Salaries	\$ -	\$ -	\$ -	\$ -	\$ -
Benefits	-	-	-	-	-
Operating	16,880	33,608	-	-	-
Capital Outlay	-	-	-	-	-
Transfers Out	-	311	-	-	155,600
Total	<u>\$ 16,880</u>	<u>\$ 33,919</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ 155,600</u>

STATE AND FEDERAL GRANTS

DESCRIPTION

Federal Transportation Capital Grants

Safe, Accountable, Flexible and Efficient Transportation Equity Act: A Legacy for Users (SAFETEA-LU): This is the current five-year program for federal funding of transportation projects. The five-year CIP shows the projected expenditure and revenue budgets for the SAFETEA-LU based on receipt of fund authorization and the project delivery schedule.

State Transportation Improvement Program (STIP) and Other Transportation Capital Grants

This program, adopted by the California Transportation Commission (CTC), is the programming tool for state approved capital improvements. Seventy-five percent of the funding goes to the local regions as a competitive process for local projects. Twenty-five percent of the statewide funding goes to Caltrans for projects of interregional significance.

SACOG Funding

Public Works will receive funds from various programs allocated by the Sacramento Area Council of Governments (SACOG). SACOG has allocated \$2.5 million in Regional Surface Transportation Program (RSTP) funding for the International Extension and Folsom South Canal Bridge project (Federal Fiscal Year (FFY) 2009). SACOG awarded an additional \$888,000 in Bicycle and Pedestrian funding for improvements for the International Extension and Folsom South Canal Bridge project (FFY 2009). Additionally, Public Works will receive \$352,642 for Road Rehabilitation (FFY 2008) and is programming \$1,320,000 from the High Priority Project grant received in FFY 2005.

State Safe Routes to School

Public Works obtained \$679,860 in State Safe Routes to School (SR2S) funding to build approximately 2,025 linear feet of new sidewalk.

Public Works has been awarded \$46,000 from the Rubberized Asphalt grant for the 2009 Road Rehabilitation project.

SACOG Community Design Funds

SACOG awarded Community Design funding for the City's Complete Streets improvements on Folsom Boulevard in the amount of \$3 million. Community Design Funds are compiled from multiple federal sources.

The City has also received Used Oil Grants for the last three years from the State Environmental Protection Agency. Public Works is programming funding in the amount of \$19,166 for FY 2008-09.

During FY 2008-09, the City will receive funds from a Federal Fiscal Year (FFY) 2005-06 appropriations grant through the Housing and Urban Development Department (HUD) to be used for renovating the kitchen at the Cordova Senior Center. The funds will be passed through to the Cordova Recreation and Park District (CRPD) who owns the facility and will be responsible for the work.

Weed and Seed

A community-based strategy sponsored by the U.S. Department of Justice (DOJ), is an innovative, comprehensive multi-agency approach to law enforcement, crime prevention and community revitalization. The strategy involves a two-pronged approach: law enforcement agencies and prosecutors cooperate in "weeding out" violent criminals and drug abusers and public agencies and community-based private organizations collaborate to "seed" much-needed human services, including prevention, intervention, treatment and neighborhood restoration programs. A community-oriented policing component bridges the weeding and seeding elements.

Selective Traffic Enforcement Program and Occupant Protection - OTS

This program's goal is to increase compliance with safety restraint laws including the correct and consistent use of infant and child safety seats.

COPS

The Citizens' Option for Public Safety Program provides monies to local law enforcement entities to provide enhanced public safety services.

Housing and Urban Development (HUD) Grants

The City sometimes requests federal grant funds on behalf of partner agencies when it will benefit the citizens. In FY 2005-06, federal appropriations of \$200,000 were approved through HUD to expand and remodel the kitchen of the Senior Center owned by the Cordova Recreation and Park District (CRPD). The federal grant process allows a pass-through of funds to CRPD that are reflected in the budget below, with some monies being expended in FY 2007-08 and the remainder in FY 2008-09.

ADOPTED FISCAL YEAR 2008-2009 BUDGET

	FY 2006 Actual	FY 2007 Actual	FY 2008 Budget	FY 2008 Estimated Actual	FY 2009 Adopted
State Grants					
Salaries	\$ -	\$ -	\$ -	\$ -	\$ -
Benefits	-	-	-	-	-
Operating	54,883	201,340	134,688	114,048	197,566
Capital Outlay	61,750	57,980	-	185,716	60,695
Transfers Out	274,467	346,243	1,483,612	1,400,586	1,569,585
Total	<u>\$ 391,100</u>	<u>\$ 605,563</u>	<u>\$ 1,618,300</u>	<u>\$ 1,700,350</u>	<u>\$ 1,827,846</u>
Federal Grants					
Salaries	\$ -	\$ -	\$ -	\$ -	\$ -
Benefits	-	-	-	-	-
Operating	156,543	161,016	200,000	299,702	223,000
Capital Outlay	-	-	-	-	-
Transfers Out	99,776	2,155,074	917,588	775,600	10,158,735
Total	<u>\$ 256,319</u>	<u>\$ 2,316,090</u>	<u>\$ 1,117,588</u>	<u>\$ 1,075,302</u>	<u>\$ 10,381,735</u>

COMMUNITY DEVELOPMENT BLOCK GRANT (CDBG)

DESCRIPTION

CDBG funds represent annual federal grants received under the Housing and Community Development Act of 1974 (as amended). Funds may be used to respond to a variety of neighborhood, economic development and community facilities and service needs primarily to benefit low and moderate-income persons. Prior to FY 2006-07, the City received pass-through funds from the Sacramento Housing and Redevelopment Agency (SHRA). In FY 2006-07 the City became an “entitlement” city which allowed us to receive funds directly from the federal government. The FY 2008-09 award is expected to be \$682,705.

ADOPTED FISCAL YEAR 2008-2009 BUDGET

	FY 2006 Actual	FY 2007 Actual	FY 2008 Budget	FY 2008 Estimated Actual	FY 2009 Adopted
Salaries	\$ -	\$ -	\$ -	\$ -	\$ -
Benefits	-	-	-	-	-
Operating	52,198	244,725	706,256	426,950	209,905
Capital Outlay	-	-	-	-	35,300
Transfers Out	146,556	123,427	187,800	267,100	684,100
Total	\$ 198,754	\$ 368,152	\$ 894,056	\$ 694,050	\$ 929,305

VERY LOW INCOME HOUSING FUND

DESCRIPTION

In 2003, the City of Rancho Cordova adopted an ordinance implementing the Housing Trust Development Impact Fee as created by the County of Sacramento. All such impact fees are collected by the City and deposited into the Very Low Income Housing Fund. This fund accounts for the collection of impact fees charged for the issuance of non-residential construction building permits. The purpose of the fund is to offset some of the increased burden of need for very low income housing, created by the construction of non-residential uses which employ a significant number of low wage earners.

It is expected that during FY 2008-09 expenditures from this fund will be made in support of three Very Low Income Housing developments (Stagger Inn, Habitat for Humanity and Anatolia Fire Station). The fund will also partially support consultant efforts involving very low income housing issues, Housing Trust formation, Rehab Grant and loan program formation and the Mixed Income Housing (MIH) ordinance and in-lieu fee programs.

ADOPTED FISCAL YEAR 2008-2009 BUDGET

	FY 2006 Actual	FY 2007 Actual	FY 2008 Budget	FY 2008 Estimated Actual	FY 2009 Adopted
Very Low Income Housing					
Salaries and Benefits	\$ -	\$ -	\$ -	\$ -	\$ 7,000
Operating	-	-	-	4,051	155,500
Capital Outlay	-	-	-	-	50,000
Transfers Out	-	-	7,500	-	14,100
Total	\$ -	\$ -	\$ 7,500	\$ 4,051	\$ 226,600

REDEVELOPMENT AGENCY

DESCRIPTION

The City Council approved the formation of the Rancho Cordova Redevelopment Agency in 2005 and the project area was approved in 2006. It is anticipated that the City will begin to collect tax increment revenues beginning in FY 2008-09. Until tax increment is sufficient to support redevelopment activities, this fund is being funded by advances from the General Fund. Expenditures in FY 2007-08 concentrated on developing the boundaries of the redevelopment area and identifying project areas within the boundaries.

The City will advance sufficient amounts in FY 2008-09 to the fund to cover anticipated expenditures. The General Fund will continue to advance funds to facilitate redevelopment activities and programs and will need to be paid back from redevelopment funds in the future.

ADOPTED FISCAL YEAR 2008-2009 BUDGET

	FY 2006 Actual	FY 2007 Actual	FY 2008 Budget	FY 2008 Estimated Actual	FY 2009 Adopted
Redevelopment Administrative					
Salaries	\$ -	\$ 74,737	\$ -	\$ 90,000	\$ 163,600
Benefits	1,067	47,162	173,000	39,000	73,100
Operating	740,539	406,637	1,111,000	1,044,300	885,500
Capital Outlay	-	-	1,355,000	1,355,000	-
Transfers Out	-	-	455,000	-	1,011,900
Total	<u>\$ 741,606</u>	<u>\$ 528,536</u>	<u>\$ 3,094,000</u>	<u>\$ 2,528,300</u>	<u>\$ 2,134,100</u>

REDEVELOPMENT AGENCY DEBT SERVICE

DESCRIPTION

The Debt Service Fund is used to receive the tax increment revenue and apportion 80% to the Administration Fund and 20% to the Low/Moderate Income Housing Fund. Additionally and prior to apportionment of the tax increment, the Debt Service Fund pays principal and interest on any outstanding agency debt.

ADOPTED FISCAL YEAR 2008-2009 BUDGET

	FY 2006 Actual	FY 2007 Actual	FY 2008 Budget	FY 2008 Estimated Actual	FY 2009 Adopted
Redevelopment Debt Service					
Salaries	\$ -	\$ -	\$ -	\$ -	\$ -
Benefits	-	-	-	-	-
Operating	-	-	-	-	-
Debt Service-Principal	-	-	-	-	-
Debt Service-Interest	-	-	-	-	265,000
Capital Outlay	-	-	-	-	-
Transfers Out	-	-	1,850,000	1,850,000	1,620,000
Total	<u>\$ -</u>	<u>\$ -</u>	<u>\$ 1,850,000</u>	<u>\$ 1,850,000</u>	<u>\$ 1,885,000</u>

LOW/MODERATE INCOME HOUSING

DESCRIPTION

California law requires that not less than twenty percent (20%) of the redevelopment tax increment must be set aside for increasing, improving and preserving the community's supply of low and moderate income housing. These Tax Increment Set-Aside funds are held by the agency in a separate Low and Moderate Income Housing Fund until used.

ADOPTED FISCAL YEAR 2008-2009 BUDGET

	FY 2006 Actual	FY 2007 Actual	FY 2008 Budget	FY 2008 Estimated Actual	FY 2009 Adopted
Redevelopment Low/Mod					
Salaries	\$ -	\$ -	\$ -	\$ -	\$ -
Benefits	-	-	-	-	-
Operating	-	3,500	266,500	165,500	197,200
Capital Outlay	-	-	200,000	200,000	170,000
Transfers Out	-	-	-	-	100,100
Total	<u>\$ -</u>	<u>\$ 3,500</u>	<u>\$ 466,500</u>	<u>\$ 365,500</u>	<u>\$ 467,300</u>

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CAPITAL PROJECT FUNDS

This fund will be used to account for expenditures relating to capital improvements for FY 2008-09. The projects that will be funded are as follows:

International Drive, Kilgore Boulevard to Sunrise Boulevard	\$ 8,636,000
Rancho Cordova Parkway Interchange	4,600,000
Chrysanthy Boulevard, Sunrise Boulevard to Jaeger Road	4,000,000
2008 Street Rehabilitation Project	3,018,000
Sunrise Boulevard, Kiefer Boulevard to State Route 16	2,023,000
Folsom Boulevard Enhancements Phase II	1,450,000
2007 Street Rehabilitation Project	1,211,000
Zinfandel/Douglas Extension	1,120,000
Folsom Boulevard Water Line Improvement Project	1,000,000
White Rock Neighborhood Pedestrian Safety Improvement Project	884,000
Bikeway Improvement Program	395,000
Rancho Cordova Pilot Transit Shuttle System	370,000
North Mather Boulevard, Mather Field Plaza to Zinfandel Drive	308,000
White Rock Road Improvements, Sunrise to City Limits	304,000
Sunrise Boulevard North of White Rock Road	260,000
Mather Field Road at U.S. 50 Interchange Landscaping	250,000
ROW Program / Contingency	211,000
2009 Street Rehabilitation Project	207,000
Transportation Master Plan Program	200,000
Kilgore Cemetery Phase 2	191,000
Pedestrian Improvement Program	150,000
Street Safety Improvement Program	150,000
Streetscape Improvement Program	135,000
Traffic Signal Program	135,000
Elderly and Disabled Access Improvement Program	100,000
Neighborhood Traffic Management Program	100,000
Data Drive at International Drive	40,000
Air Park Drive - Femoyer Road	6,000
Villages of Zinfandel Traffic Signals	6,000
Rancho Cordova Parkway	1,000
	<u>\$ 31,461,000</u>

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DEBT SERVICE FUNDS

DESCRIPTION

City Hall Facility Certificates of Participation

The original debt, in the amount of \$20,835,000, provided funds to purchase the 2701 – 2729 Prospect Park Drive campus. The original debt was restructured and refunded in January 2007. The new debt is comprised of \$12.1 million Series A and \$8.3 million Series B (taxable). Debt service payments are due on August 1 and February 1 of each year. City Hall Community Facilities Fees and Community Center Facilities Fees are the source for repayment of this bond. However, if these sources are not sufficient to make the payment, the City's General Fund will be responsible. A debt service schedule is included in the "supporting schedules" section of this document.

City Operations Facility Certificates of Participation

The City issued \$6.8 million in Certificates of Participation (COPs) in August 2006. These funds provided resources to purchase the Kilgore site. This site includes developable vacant land, a 30,000 square foot office building and an historic cemetery (Kilgore Family Cemetery). The purchase price for this acquisition was \$6,000,000 with the cemetery and approximately 3 ½ acres of vacant land donated as part of the acquisition. Although the office building is partially leased, the City is studying the feasibility of relocating the Police Department operations there in the near future.

The debt service is due in September 1 and March 1 of each year. Police Facilities Community Facilities Fees are the source for repayment of this bond. However, if these sources are not sufficient to make the payment, the City's General Fund will be responsible. A debt service schedule is included in the "supporting schedules" section of this document.

ADOPTED FISCAL YEAR 2008-2009 BUDGET

	FY 2006 Actual	FY 2007 Actual	FY 2008 Budget	FY 2008 Estimated Actual	FY 2009 Adopted
City Hall Certificates of Participation					
Debt Service - Principal	\$ 720,000	\$ 380,000	\$ -	\$ -	\$ -
Debt Service - Interest	559,495	896,817	-	-	-
Debt Service - COI	-	-	-	-	-
Other Uses	-	-	-	-	-
Operating	42,355	-	-	-	-
Capital	6,069,016	-	-	-	-
Transfers Out	-	7,613,158	-	-	-
Total	\$ 7,390,866	\$ 8,889,975	\$ -	\$ -	\$ -
City Hall Refunding Certificates of Participation					
Debt Service - Principal	\$ -	\$ -	\$ 330,000	\$ 330,000	\$ 355,000
Debt Service - Interest	-	-	998,922	998,924	978,170
Debt Service - COI	-	498,787	-	-	-
Other Uses	-	19,895,959	-	-	-
Operating	-	943	-	-	-
Capital	-	-	-	-	-
Transfers Out	-	-	-	-	-
Total	\$ -	\$ 20,395,689	\$ 1,328,922	\$ 1,328,924	\$ 1,333,170
City Operations Certificates of Participation					
Debt Service - Principal	\$ -	\$ 240,000	\$ 250,000	\$ 250,000	\$ 340,000
Debt Service - Interest	171,580	276,441	289,058	289,100	275,060
Debt Service - COI	259,415	-	-	-	-
Operating	73,776	2,290	-	-	-
Capital	-	-	-	-	-
Transfers Out	-	-	-	-	-
Total	\$ 504,771	\$ 518,731	\$ 539,058	\$ 539,100	\$ 615,060
Total Debt Service					
Debt Service - Principal	\$ 720,000	\$ 620,000	\$ 580,000	\$ 580,000	\$ 695,000
Debt Service - Interest	731,075	1,173,258	1,287,980	1,288,024	1,253,230
Debt Service - COI	259,415	498,787	-	-	-
Other Uses	-	19,895,959	-	-	-
Operating	116,131	3,233	-	-	-
Capital	6,069,016	-	-	-	-
Transfers Out	-	7,613,158	-	-	-
Total	\$ 7,895,637	\$ 29,804,395	\$ 1,867,980	\$ 1,868,024	\$ 1,948,230

ENTERPRISE FUNDS

DESCRIPTION

The Kilgore Cemetery Enterprise Fund will receive revenues from the sale of burial rights and burial services at the Cemetery. In addition, the Fund will receive endowment funds paid by all Cemetery customers. A portion of the burial rights and services revenues will compensate the Fair Oaks Cemetery District for cemetery management services, and the interest income on the remainder of the burial revenues and the endowment will fund ongoing facility maintenance costs.

ADOPTED FISCAL YEAR 2008-2009 BUDGET

	FY 2006 Actual	FY 2007 Actual	FY 2008 Budget	FY 2008 Estimated Actual	FY 2009 Adopted
Kilgore Cemetery					
Operating	\$ -	\$ 9,987	\$ -	\$ 39,230	\$ 100,500
Capital Outlay	-	-	-	-	12,000
Transfers Out	-	18,150	83,000	43,760	211,500
Total	<u>\$ -</u>	<u>\$ 28,137</u>	<u>\$ 83,000</u>	<u>\$ 82,990</u>	<u>\$ 324,000</u>
Kilgore Cemetery Endowment Care Fund					
Operating	\$ -	\$ -	\$ -	\$ -	-
Capital Outlay	-	-	-	-	-
Transfers Out	-	-	-	-	-
Total	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>
Kilgore Cemetery Funds - Total					
Operating	\$ -	\$ 9,987	\$ -	\$ 39,230	\$ 100,500
Capital Outlay	-	-	-	-	12,000
Transfers Out	-	18,150	83,000	43,760	211,500
Total	<u>\$ -</u>	<u>\$ 28,137</u>	<u>\$ 83,000</u>	<u>\$ 82,990</u>	<u>\$ 324,000</u>

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INTERNAL SERVICE FUNDS

DESCRIPTION

The City maintains three (3) Internal Service Funds. The Insurance Fund provides for long-term financing of potential litigation, insurance costs and claims. Additionally, other Internal Service Funds accumulate funds to pay for the replacement of vehicles and equipment, and computer technology through the use of user charges to the various departments.

ADOPTED FISCAL YEAR 2008-2009 BUDGET

	FY 2006 Actual	FY 2007 Actual	FY 2008 Budget	FY 2008 Estimated Actual	FY 2009 Adopted
Insurance Fund					
Consultants - Other	\$ -	\$ -	\$ -	\$ -	\$ -
Legal	322,103	-	-	-	-
Claims	-	1,518	-	-	-
Insurance	-	-	-	-	-
Transfers Out	-	-	22,000	-	-
Total	<u>\$ 322,103</u>	<u>\$ 1,518</u>	<u>\$ 22,000</u>	<u>\$ -</u>	<u>\$ -</u>
Vehicle & Equipment Replacement Fund					
Equipment	\$ -	\$ -	\$ 120,000	\$ -	\$ -
Capital Outlay	-	-	-	-	-
Transfers Out	-	-	-	-	-
Total	<u>\$ -</u>	<u>\$ -</u>	<u>\$ 120,000</u>	<u>\$ -</u>	<u>\$ -</u>
Technology Enhancement & Replacement Fund					
Equipment	\$ -	\$ -	\$ 290,000	\$ -	\$ -
Capital Outlay	-	-	-	-	-
Transfers Out	-	-	-	112,000	131,100
Total	<u>\$ -</u>	<u>\$ -</u>	<u>\$ 290,000</u>	<u>\$ 112,000</u>	<u>\$ 131,100</u>

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AGENCY FUNDS

DESCRIPTION

Mello-Roos Community Facilities Districts (CFDs) are formed to finance the construction and acquisition of authorized capital facilities (infrastructure) and/or to finance public services, including street improvements, wastewater system improvements, water system improvements, drainage system improvements and other public facility improvements. Special taxes are levied which appear on the property tax bill of the parcels included in the CFD. These special taxes are used to pay debt service on bonds issued by the CFD (for infrastructure CFD's) and to pay for annual maintenance of public improvements within the CFD (services CFDs). There are several Mello-Roos Community Facilities Districts (CFDs) in the City of Rancho Cordova. Below is a list of the City of Rancho Cordova's CFD's:

Sunridge Anatolia CFD No. 2003-1

Property in Sunridge Anatolia CFD No. 2003-1 consists of approximately 654 acres located in the southwestern part of the City. Development is planned for approximately 3,111 single family residences, a multi-family residential component encompassing 12.01 acres, a commercial component comprising five separate sites totaling 46.10 acres and a recreation center of approximately 3.83 acres. On August 4, 2003, the City Council established the City of Rancho Cordova Sunridge Anatolia Community Facilities No. 2003-1 and authorized bonded indebtedness of \$75,000,000. The land owners at the time of formation then voted to authorize the levy of a Mello-Roos special tax on properties within the CFD. Three series of bonds have been sold to date, for a total principal amount of \$58,770,000. On October 6, 2003, December 5, 2005, and August 6, 2007, the Council adopted Resolutions approving the issuance of Series 2003, Series 2005 and Series 2007 Special Tax Bonds.

Sunridge Park CFD No. 2004-1

Property in Sunridge Park CFD No. 2004-1 consists of approximately 325 acres located in the southwestern part of the City. Development is planned for approximately 1,319 single family residential lots, as well as a number of parks, a new elementary school and various facilities for public utilities. On July 19, 2004, the City Council established the City of Rancho Cordova Sunridge Park Community Facilities No. 2004-1 and authorized total bonded indebtedness of \$42,000,000. The land owners at the time of formation then voted to authorize the levy of a Mello-Roos special tax on properties within the CFD. On April 2, 2007, Council voted to reduce the authorized bonded indebtedness to \$34,200,000 and add a Services Special Tax component to fund the additional cost of police services to benefit the residents in the CFD. In September 2007, special tax bonds in the principal amount of \$13,485,000 were issued on behalf of the CFD.

Sunridge North Douglas CFD 2005-1

On October 17, 2005, the City Council established the City of Rancho Cordova North Douglas CFD 2005-1 and authorized total bonded indebtedness of \$20,000,000. The land owners at the time of formation then voted to authorize the levy of a Mello-Roos special tax on properties within the CFD. The City has not yet issued bonds.

City of Rancho Cordova CFD No. 2005-2 (Landscape Maintenance)

Property in City of Rancho Cordova CFD No. 2005-1 encompasses approximately 117 acres located in the development known as Capital Village. On December 19, 2005, the City Council passed Resolution No. 154-2005, establishing the CFD. The special tax funds authorized services to maintain public landscape areas, including litter removal, irrigation, pruning, weed control and soundwall repairs. A total of 562 single family detached units and 265 single family attached units are planned for development in the current CFD boundary. However, the City plans to annex other development areas into the CFD, and therefore the CFD's boundaries will grow as future annexations occur.

ADOPTED FISCAL YEAR 2008-2009 BUDGET

	FY 2006 Actual	FY 2007 Actual	FY 2008 Budget	FY 2008 Estimated Actual	FY 2009 Adopted
CFD 2003-1 Sunridge Anatolia					
Operating	\$ 100,803	\$ 132,203	\$ 13,075	\$ 13,000	\$ 76,500
Debt Service - Principal	-	-	-	-	95,000
Debt Service - Interest	1,442,060	2,165,794	2,185,325	2,185,325	3,265,700
Capital	-	12,159,918	-	-	187,800
Transfers Out	125,451	-	50,000	50,000	930,800
	<u>\$ 1,668,314</u>	<u>\$ 14,457,915</u>	<u>\$ 2,248,400</u>	<u>\$ 2,248,325</u>	<u>\$ 4,555,800</u>
CFD 2004-1 Sunridge Park					
Operating	\$ 45,475	\$ 52,394	\$ 39,000	\$ 38,000	\$ 65,200
Debt Service - Principal	-	-	-	-	20,000
Debt Service - Interest	-	-	371,000	371,000	792,700
Capital	-	-	-	-	310,100
Transfers Out	26,380	-	40,000	40,000	40,000
Total	<u>\$ 71,855</u>	<u>\$ 52,394</u>	<u>\$ 450,000</u>	<u>\$ 449,000</u>	<u>\$ 1,228,000</u>
CFD 2005-1 Sunridge North Douglas					
Operating	\$ 38,129	\$ 24,991	\$ -	\$ -	\$ -
Debt Service - Principal	-	-	-	-	-
Debt Service - Interest	-	-	-	-	-
Capital	-	-	-	-	-
Transfers Out	-	-	-	-	-
Total	<u>\$ 38,129</u>	<u>\$ 24,991</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>
CFD Landscape Maintenance					
Operating	\$ -	\$ 815	\$ 6,600	\$ 6,600	\$ 15,000
Debt Service - Principal	-	-	-	-	-
Debt Service - Interest	-	-	-	-	-
Capital	-	-	-	-	-
Transfers Out	-	-	-	-	-
Total	<u>\$ -</u>	<u>\$ 815</u>	<u>\$ 6,600</u>	<u>\$ 6,600</u>	<u>\$ 15,000</u>

DEBT SCHEDULES AND LEGAL DEBT MARGIN

Outstanding Debt Issues

General Obligation Bonds

None

Revenue Bonds

None

Certificates of Participation

- 2007 Refunding Certificates of Participation Series A and B (nontaxable) – City Hall Facility Acquisition Project
- 2005 Certificates of Participation Series A and B (nontaxable) – City Operations Facility Acquisition Project

Special Assessment Bonds

- Sunridge Anatolia Community Facilities District No. 2003-1 (Series 2003)
- Sunridge Anatolia Community Facilities District No. 2003-1 (Series 2005)
- Sunridge Anatolia Community Facilities District No. 2003-1 (Series 2007)
- Sunridge Park Area Community Facilities District No. 2004-1 (Series 2007)

Tax Allocation Bonds

None

Notes Payable

The City has not issued any notes

Proposition 13, and subsequent constitutional amendments, severely limits the type of debt the City can issue. General obligation debt requires two-thirds voter approval to increase taxes, which support this type of debt. Other debt options available to the City include those listed above. Debt issues such as revenue bonds, certificates of participation and notes do not require voter approval if there is a dedicated source for repayment. However, the City still maintains a legal debt limit, which is also governed by law. The calculation of that limit is as follows:

Assessed Value	\$ 5,926,447,979
Debt Limitation - 15% of Total Assessed Value	888,967,197
Debt Applicable to Limitation	
General Obligations Bonds Outstanding	-
Less Amounts Available for Repayment	-
Total Debt Applicable to Limitation	-
Available Legal Debt Margin	<u>\$ 5,037,480,782</u>

LONG-TERM DEBT DETAIL

2007 CERTIFICATES OF PARTICIPATION SERIES A

CITY HALL FACILITY ACQUISITION PROJECT

Date	Principal	Interest	Period Total	Fiscal Total
8/1/2007	\$ -	\$ 268,848	\$ 268,848	\$ 268,848
2/1/2008	-	267,363	267,363	
8/1/2008	-	267,363	267,363	534,725
2/1/2009	-	267,363	267,363	
8/1/2009	-	267,363	267,363	534,725
2/1/2010	-	267,363	267,363	
8/1/2010	-	267,363	267,363	534,725
2/1/2011	-	267,363	267,363	
8/1/2011	-	267,363	267,363	534,725
2/1/2012	-	267,363	267,363	
8/1/2012	-	267,363	267,363	534,725
2/1/2013	-	267,363	267,363	
8/1/2013	-	267,363	267,363	534,725
2/1/2014	-	267,363	267,363	
8/1/2014	-	267,363	267,363	534,725
2/1/2015	-	267,363	267,363	
8/1/2015	-	267,363	267,363	534,725
2/1/2016	-	267,363	267,363	
8/1/2016	-	267,363	267,363	534,725
2/1/2017	-	267,363	267,363	
8/1/2017	-	267,363	267,363	534,725
2/1/2018	-	267,363	267,363	
8/1/2018	-	267,363	267,363	534,725
2/1/2019	-	267,363	267,363	
8/1/2019	-	267,363	267,363	534,725
2/1/2020	-	267,363	267,363	
8/1/2020	-	267,363	267,363	534,725
2/1/2021	-	267,363	267,363	
8/1/2021	-	267,363	267,363	534,725
2/1/2022	-	267,363	267,363	
8/1/2022	-	267,363	267,363	534,725
2/1/2023	-	267,363	267,363	
8/1/2023	-	267,363	267,363	534,725
2/1/2024	730,000	267,363	997,363	
8/1/2024	-	251,850	251,850	1,249,213
2/1/2025	830,000	251,850	1,081,850	
8/1/2025	-	234,213	234,213	1,316,063
2/1/2026	860,000	234,213	1,094,213	
8/1/2026	-	215,400	215,400	1,309,613
2/1/2027	900,000	215,400	1,115,400	
8/1/2027	-	195,713	195,713	1,311,113
2/1/2028	940,000	195,713	1,135,713	
8/1/2028	-	175,150	175,150	1,310,863
2/1/2029	980,000	175,150	1,155,150	
8/1/2029	-	153,713	153,713	1,308,863
2/1/2030	1,020,000	153,713	1,173,713	
8/1/2030	-	131,400	131,400	1,305,113
2/1/2031	1,070,000	131,400	1,201,400	
8/1/2031	-	107,325	107,325	1,308,725
2/1/2032	1,115,000	107,325	1,222,325	
8/1/2032	-	82,238	82,238	1,304,563
2/1/2033	1,165,000	82,238	1,247,238	
8/1/2033	-	56,025	56,025	1,303,263
2/1/2034	1,215,000	56,025	1,271,025	
8/1/2034	-	28,688	28,688	1,299,713
2/1/2035	1,275,000	28,688	1,303,688	1,303,688
	\$ 12,100,000	\$ 12,355,235	\$ 24,455,235	\$ 24,455,235

**LONG-TERM DEBT DETAIL
2007 CERTIFICATES OF PARTICIPATION SERIES B
CITY HALL FACILITY ACQUISITION PROJECT**

Date	Principal	Interest	Period Total	Fiscal Total
8/1/2007	\$ -	\$ 231,997	\$ 231,997	\$ 231,997
2/1/2008	330,000	230,715	560,715	
8/1/2008	-	221,723	221,723	782,438
2/1/2009	355,000	221,723	576,723	
8/1/2009	-	212,049	212,049	788,771
2/1/2010	370,000	212,049	582,049	
8/1/2010	-	201,966	201,966	784,015
2/1/2011	395,000	201,966	596,966	
8/1/2011	-	191,203	191,203	788,169
2/1/2012	415,000	191,203	606,203	
8/1/2012	-	179,894	179,894	786,096
2/1/2013	435,000	179,894	614,894	
8/1/2013	-	168,040	168,040	782,934
2/1/2014	460,000	168,040	628,040	
8/1/2014	-	155,505	155,505	783,545
2/1/2015	485,000	155,505	640,505	
8/1/2015	-	142,289	142,289	782,794
2/1/2016	515,000	142,289	657,289	
8/1/2016	-	128,255	128,255	785,544
2/1/2017	535,000	128,255	663,255	
8/1/2017	-	113,141	113,141	776,396
2/1/2018	570,000	113,141	683,141	
8/1/2018	-	97,039	97,039	780,180
2/1/2019	605,000	97,039	702,039	
8/1/2019	-	79,948	79,948	781,986
2/1/2020	635,000	79,948	714,948	
8/1/2020	-	62,009	62,009	776,956
2/1/2021	670,000	62,009	732,009	
8/1/2021	-	43,081	43,081	775,090
2/1/2022	710,000	43,081	753,081	
8/1/2022	-	23,024	23,024	776,105
2/1/2023	750,000	23,024	773,024	
8/1/2023	-	1,836	1,836	774,860
2/1/2024	65,000	1,836	66,836	66,836
	\$ 8,300,000	\$ 4,504,712	\$ 12,804,712	\$ 12,804,712

LONG-TERM DEBT DETAIL

2005 CERTIFICATES OF PARTICIPATION SERIES A

CITY OPERATIONS FACILITY ACQUISITION PROJECT

Date	Principal	Interest	Period Total	Fiscal Total
3/1/2006	\$ -	\$ 87,551	\$ 87,551	\$ 87,551
9/1/2006	-	78,404	78,404	
3/1/2007	-	78,404	78,404	156,808
9/1/2007	-	78,404	78,404	
3/1/2008	-	78,404	78,404	156,808
9/1/2008	75,000	78,404	153,404	
3/1/2009	-	77,279	77,279	230,683
9/1/2009	75,000	77,279	152,279	
3/1/2010	-	76,060	76,060	228,339
9/1/2010	80,000	76,060	156,060	
3/1/2011	-	74,660	74,660	230,720
9/1/2011	85,000	74,660	159,660	
3/1/2012	-	73,226	73,226	232,886
9/1/2012	85,000	73,226	158,226	
3/1/2013	-	71,738	71,738	229,964
9/1/2013	90,000	71,738	161,738	
3/1/2014	-	70,118	70,118	231,856
9/1/2014	90,000	70,118	160,118	
3/1/2015	-	68,453	68,453	228,571
9/1/2015	95,000	68,453	163,453	
3/1/2016	-	66,624	66,624	230,078
9/1/2016	100,000	66,624	166,624	
3/1/2017	-	64,624	64,624	231,249
9/1/2017	100,000	64,624	164,624	
3/1/2018	-	62,624	62,624	227,249
9/1/2018	105,000	62,624	167,624	
3/1/2019	-	60,459	60,459	228,083
9/1/2019	110,000	60,459	170,459	
3/1/2020	-	58,190	58,190	228,649
9/1/2020	115,000	58,190	173,190	
3/1/2021	-	55,746	55,746	228,936
9/1/2021	120,000	55,746	175,746	
3/1/2022	-	53,166	53,166	228,913
9/1/2022	125,000	53,166	178,166	
3/1/2023	-	50,448	50,448	228,614
9/1/2023	130,000	50,448	180,448	
3/1/2024	-	47,588	47,588	228,035
9/1/2024	135,000	47,588	182,588	
3/1/2025	-	44,550	44,550	227,138
9/1/2025	145,000	44,550	189,550	
3/1/2026	-	41,288	41,288	230,838
9/1/2026	150,000	41,288	191,288	
3/1/2027	-	37,913	37,913	229,200
9/1/2027	155,000	37,913	192,913	
3/1/2028	-	34,425	34,425	227,338
9/1/2028	165,000	34,425	199,425	
3/1/2029	-	30,713	30,713	230,138
9/1/2029	170,000	30,713	200,713	
3/1/2030	-	26,888	26,888	227,600
9/1/2030	180,000	26,888	206,888	
3/1/2031	-	22,838	22,838	229,725
9/1/2031	185,000	22,838	207,838	
3/1/2032	-	18,675	18,675	226,513
9/1/2032	195,000	18,675	213,675	
3/1/2033	-	14,288	14,288	227,963
9/1/2033	205,000	14,288	219,288	
3/1/2034	-	9,675	9,675	228,963
9/1/2034	210,000	9,675	219,675	
3/1/2035	-	4,950	4,950	224,625
9/1/2035	220,000	4,950	224,950	
	\$ 3,695,000	\$ 3,113,976	\$ 6,808,976	\$ 6,808,976

LONG-TERM DEBT DETAIL
2005 CERTIFICATES OF PARTICIPATION SERIES B
CITY OPERATIONS FACILITY ACQUISITION PROJECT

Date	Principal	Interest	Period Total	Fiscal Total
3/1/2006	\$ -	\$ 84,029	\$ 84,029	
9/1/2006	240,000	75,250	315,250	399,279
3/1/2007	-	69,250	69,250	
9/1/2007	250,000	69,250	319,250	388,500
3/1/2008	-	63,000	63,000	
9/1/2008	265,000	63,000	328,000	391,000
3/1/2009	-	56,375	56,375	
9/1/2009	280,000	56,375	336,375	392,750
3/1/2010	-	49,375	49,375	
9/1/2010	290,000	49,375	339,375	388,750
3/1/2011	-	42,125	42,125	
9/1/2011	305,000	42,125	347,125	389,250
3/1/2012	-	34,500	34,500	
9/1/2012	320,000	34,500	354,500	389,000
3/1/2013	-	26,500	26,500	
9/1/2013	335,000	26,500	361,500	388,000
3/1/2014	-	18,125	18,125	
9/1/2014	355,000	18,125	373,125	391,250
3/1/2015	-	9,250	9,250	
9/1/2015	370,000	9,250	379,250	388,500
	\$ 3,010,000	\$ 896,279	\$ 3,906,279	\$ 3,906,279

**LONG-TERM DEBT DETAIL
SUNRIDGE ANATOLIA COMMUNITY FACILITIES DISTRICT
(CFD) NO. 2003-1 (SERIES 2003)**

Fiscal Year	Principal	Interest	Fiscal Year Total
2004	\$ -	\$ 1,156,826	\$ 1,156,826
2005	-	1,406,950	1,406,950
2006	-	1,406,950	1,406,950
2007	95,000	1,406,950	1,501,950
2008	-	1,401,155	1,401,155
2009	-	1,401,155	1,401,155
2010	-	1,401,155	1,401,155
2011	-	1,401,155	1,401,155
2012	-	1,401,155	1,401,155
2013	-	1,401,155	1,401,155
2014	40,000	1,401,155	1,441,155
2015	80,000	1,399,195	1,479,195
2016	130,000	1,395,195	1,525,195
2017	180,000	1,388,500	1,568,500
2018	235,000	1,383,775	1,618,775
2019	295,000	1,366,477	1,661,477
2020	355,000	1,350,400	1,705,400
2021	425,000	1,329,100	1,754,100
2022	500,000	1,303,600	1,803,600
2023	580,000	1,273,600	1,853,600
2024	665,000	1,238,800	1,903,800
2025	760,000	1,198,900	1,958,900
2026	860,000	1,153,300	2,013,300
2027	965,000	1,101,700	2,066,700
2028	1,075,000	1,043,800	2,118,800
2029	1,200,000	979,300	2,179,300
2030	1,325,000	907,300	2,232,300
2031	1,465,000	827,800	2,292,800
2032	1,615,000	739,900	2,354,900
2033	1,770,000	643,000	2,413,000
2034	1,920,000	536,800	2,456,800
2035	2,100,000	419,680	2,519,680
2036	2,290,000	291,580	2,581,580
2037	2,490,000	151,890	2,641,890
	\$ 23,415,000	\$ 38,609,352	\$ 62,024,352

LONG-TERM DEBT DETAIL

SUNRIDGE ANATOLIA COMMUNITY FACILITIES DISTRICT (CFD) NO. 2003-1 (SERIES 2005)

Payment Date		Principal	Interest	Period Total	Fiscal Total
Mar	2006		\$136,215.63	\$136,215.63	\$136,215.63
Sept	2006		389,187.50	389,187.50	
Mar	2007		389,187.50	389,187.50	778,375.00
Sept	2007		389,187.50	389,187.50	
Mar	2008		389,187.50	389,187.50	778,375.00
Sept	2008		389,187.50	389,187.50	
Mar	2009		389,187.50	389,187.50	778,375.00
Sept	2009	10,000	389,187.50	399,187.50	
Mar	2010		388,987.50	388,987.50	788,175.00
Sept	2010	55,000	388,987.50	443,987.50	
Mar	2011		387,887.50	387,887.50	831,875.00
Sept	2011	105,000	387,887.50	492,887.50	
Mar	2012		385,656.25	385,656.25	878,543.75
Sept	2012	155,000	385,656.25	540,656.25	
Mar	2013		382,265.63	382,265.63	922,921.88
Sept	2013	210,000	382,265.63	592,265.63	
Mar	2014		377,540.63	377,540.63	969,806.25
Sept	2014	230,000	377,540.63	607,540.63	
Mar	2015		372,365.63	372,365.63	979,906.25
Sept	2015	250,000	372,365.63	622,365.63	
Mar	2016		366,490.63	366,490.63	988,856.25
Sept	2016	270,000	366,490.63	636,490.63	
Mar	2017		359,740.63	359,740.63	996,231.25
Sept	2017	290,000	359,740.63	649,740.63	
Mar	2018		352,490.63	352,490.63	1,002,231.25
Sept	2018	315,000	352,490.63	667,490.63	
Mar	2019		344,615.63	344,615.63	1,012,106.25
Sept	2019	335,000	344,615.63	679,615.63	
Mar	2020		336,240.63	336,240.63	1,015,856.25
Sept	2020	365,000	336,240.63	701,240.63	
Mar	2021		327,115.63	327,115.63	1,028,356.25
Sept	2021	390,000	327,115.63	717,115.63	
Mar	2022		316,878.13	316,878.13	1,033,993.75
Sept	2022	420,000	316,878.13	736,878.13	
Mar	2023		305,853.13	305,853.13	1,042,731.25
Sept	2023	450,000	305,853.13	755,853.13	
Mar	2024		294,040.63	294,040.63	1,049,893.75
Sept	2024	485,000	294,040.63	779,040.63	
Mar	2025		281,309.38	281,309.38	1,060,350.00
Sept	2025	515,000	281,309.38	796,309.38	
Mar	2026		267,790.63	267,790.63	1,064,100.00
Sept	2026	550,000	267,790.63	817,790.63	
Mar	2027		253,009.38	253,009.38	1,070,800.00
Sept	2027	590,000	253,009.38	843,009.38	
Mar	2028		237,153.13	237,153.13	1,080,162.50
Sept	2028	635,000	237,153.13	872,153.13	
Mar	2029		220,087.50	220,087.50	1,092,240.63
Sept	2029	675,000	220,087.50	895,087.50	
Mar	2030		201,946.88	201,946.88	1,097,034.38
Sept	2030	725,000	201,946.88	926,946.88	
Mar	2031		182,462.50	182,462.50	1,109,409.38
Sept	2031	770,000	182,462.50	952,462.50	
Mar	2032		161,287.50	161,287.50	1,113,750.00
Sept	2032	825,000	161,287.50	986,287.50	
Mar	2033		138,600.00	138,600.00	1,124,887.50
Sept	2033	880,000	138,600.00	1,018,600.00	
Mar	2034		114,400.00	114,400.00	1,133,000.00
Sept	2034	940,000	114,400.00	1,054,400.00	
Mar	2035		88,550.00	88,550.00	1,142,950.00
Sept	2035	1,005,000	88,550.00	1,093,550.00	
Mar	2036		60,912.50	60,912.50	1,154,462.50
Sept	2036	1,070,000	60,912.50	1,130,912.50	
Mar	2037		31,487.50	31,487.50	1,162,400.00
Sept	2037	1,145,000	31,487.50	1,176,487.50	
		\$14,660,000	\$17,934,859.38	\$32,594,859.38	\$32,594,859.38

LONG-TERM DEBT DETAIL

SUNRIDGE ANATOLIA COMMUNITY FACILITIES DISTRICT (CFD) NO. 2003-1 (SERIES 2007)

Payment Date	Principal	Interest	Period Total	Fiscal Total
Mar 2008		\$618,865.10	\$618,865.10	\$618,865.10
Sept 2008	30,000	543,393.75	573,393.75	
Mar 2009		542,718.75	542,718.75	1,116,112.50
Sept 2009	85,000	542,718.75	627,718.75	
Mar 2010		540,806.25	540,806.25	1,168,525.00
Sept 2010	110,000	540,806.25	650,806.25	
Mar 2011		538,331.25	538,331.25	1,189,137.50
Sept 2011	135,000	538,331.25	673,331.25	
Mar 2012		535,293.75	535,293.75	1,208,625.00
Sept 2012	165,000	535,293.75	700,293.75	
Mar 2013		531,581.25	531,581.25	1,231,875.00
Sept 2013	195,000	531,581.25	726,581.25	
Mar 2014		527,193.75	527,193.75	1,253,775.00
Sept 2014	225,000	527,193.75	752,193.75	
Mar 2015		522,131.25	522,131.25	1,274,325.00
Sept 2015	255,000	522,131.25	777,131.25	
Mar 2016		516,393.75	516,393.75	1,293,525.00
Sept 2016	285,000	516,393.75	801,393.75	
Mar 2017		509,268.75	509,268.75	1,310,662.50
Sept 2017	325,000	509,268.75	834,268.75	
Mar 2018		501,143.75	501,143.75	1,335,412.50
Sept 2018	360,000	501,143.75	861,143.75	
Mar 2019		492,143.75	492,143.75	1,353,287.50
Sept 2019	405,000	492,143.75	897,143.75	
Mar 2020		482,018.75	482,018.75	1,379,162.50
Sept 2020	445,000	482,018.75	927,018.75	
Mar 2021		470,893.75	470,893.75	1,397,912.50
Sept 2021	490,000	470,893.75	960,893.75	
Mar 2022		458,643.75	458,643.75	1,419,537.50
Sept 2022	535,000	458,643.75	993,643.75	
Mar 2023		445,268.75	445,268.75	1,438,912.50
Sept 2023	585,000	445,268.75	1,030,268.75	
Mar 2024		429,912.50	429,912.50	1,460,181.25
Sept 2024	640,000	429,912.50	1,069,912.50	
Mar 2025		413,112.50	413,112.50	1,483,025.00
Sept 2025	700,000	413,112.50	1,113,112.50	
Mar 2026		394,737.50	394,737.50	1,507,850.00
Sept 2026	765,000	394,737.50	1,159,737.50	
Mar 2027		374,656.25	374,656.25	1,534,393.75
Sept 2027	830,000	374,656.25	1,204,656.25	
Mar 2028		352,868.75	352,868.75	1,557,525.00
Sept 2028	900,000	352,868.75	1,252,868.75	
Mar 2029		328,681.25	328,681.25	1,581,550.00
Sept 2029	975,000	328,681.25	1,303,681.25	
Mar 2030		302,478.13	302,478.13	1,606,159.38
Sept 2030	1,055,000	302,478.13	1,357,478.13	
Mar 2031		274,125.00	274,125.00	1,631,603.13
Sept 2031	1,145,000	274,125.00	1,419,125.00	
Mar 2032		243,353.13	243,353.13	1,662,478.13
Sept 2032	1,230,000	243,353.13	1,473,353.13	
Mar 2033		210,296.88	210,296.88	1,683,650.00
Sept 2033	1,330,000	210,296.88	1,540,296.88	
Mar 2034		174,553.13	174,553.13	1,714,850.00
Sept 2034	1,450,000	174,553.13	1,624,553.13	
Mar 2035		135,584.38	135,584.38	1,760,137.50
Sept 2035	1,560,000	135,584.38	1,695,584.38	
Mar 2036		93,659.38	93,659.38	1,789,243.75
Sept 2036	1,680,000	93,659.38	1,773,659.38	
Mar 2037		48,509.38	48,509.38	1,822,168.75
Sept 2037	1,805,000	48,509.38	1,853,509.38	1,853,509.38
	\$20,695,000	\$23,942,977.60	\$44,637,977.60	\$44,637,977.60

LONG-TERM DEBT DETAIL

SUNRIDGE PARK AREA COMMUNITY FACILITIES DISTRICT (CFD) NO. 2004-1 (SERIES 2007)

	Payment Date	Principal	Interest	Period Due	Fiscal Total
	Mar 2008		\$370,506.50	\$370,506.50	\$370,506.50
	Sept 2008	\$30,000	396,971.25	426,971.25	
	Mar 2009		396,333.75	396,333.75	823,305.00
	Sept 2009	20,000	396,333.75	416,333.75	
	Mar 2010		395,908.75	395,908.75	812,242.50
	Sept 2010	35,000	395,908.75	430,908.75	
	Mar 2011		395,165.00	395,165.00	826,073.75
	Sept 2011	55,000	395,165.00	450,165.00	
	Mar 2012		393,961.88	393,961.88	844,126.88
	Sept 2012	70,000	393,961.88	463,961.88	
	Mar 2013		392,386.88	392,386.88	856,348.75
	Sept 2013	90,000	392,386.88	482,386.88	
	Mar 2014		390,305.63	390,305.63	872,692.50
	Sept 2014	115,000	390,305.63	505,305.63	
	Mar 2015		387,574.38	387,574.38	892,880.00
	Sept 2015	135,000	387,574.38	522,574.38	
	Mar 2016		384,334.38	384,334.38	906,908.75
	Sept 2016	155,000	384,334.38	539,334.38	
	Mar 2017		380,556.25	380,556.25	919,890.63
	Sept 2017	180,000	380,556.25	560,556.25	
	Mar 2018		376,056.25	376,056.25	936,612.50
	Sept 2018	205,000	376,056.25	581,056.25	
	Mar 2019		370,828.75	370,828.75	951,885.00
	Sept 2019	235,000	370,828.75	605,828.75	
	Mar 2020		364,806.88	364,806.88	970,635.63
	Sept 2020	265,000	364,806.88	629,806.88	
	Mar 2021		357,850.63	357,850.63	987,657.50
	Sept 2021	295,000	357,850.63	652,850.63	
	Mar 2022		350,033.13	350,033.13	1,002,883.75
	Sept 2022	330,000	350,033.13	680,033.13	
	Mar 2023		341,164.38	341,164.38	1,021,197.50
	Sept 2023	365,000	341,164.38	706,164.38	
	Mar 2024		331,309.38	331,309.38	1,037,473.75
	Sept 2024	405,000	331,309.38	736,309.38	
	Mar 2025		320,171.88	320,171.88	1,056,481.25
	Sept 2025	445,000	320,171.88	765,171.88	
	Mar 2026		307,934.38	307,934.38	1,073,106.25
	Sept 2026	490,000	307,934.38	797,934.38	
	Mar 2027		292,928.13	292,928.13	1,090,862.50
	Sept 2027	540,000	292,928.13	832,928.13	
	Mar 2028		276,390.63	276,390.63	1,109,318.75
	Sept 2028	595,000	276,390.63	871,390.63	
	Mar 2029		258,168.75	258,168.75	1,129,559.38
	Sept 2029	650,000	258,168.75	908,168.75	
	Mar 2030		238,262.50	238,262.50	1,146,431.25
	Sept 2030	710,000	238,262.50	948,262.50	
	Mar 2031		216,518.75	216,518.75	1,164,781.25
	Sept 2031	775,000	216,518.75	991,518.75	
	Mar 2032		192,784.38	192,784.38	1,184,303.13
	Sept 2032	845,000	192,784.38	1,037,784.38	
	Mar 2033		166,906.25	166,906.25	1,204,690.63
	Sept 2033	920,000	166,906.25	1,086,906.25	
	Mar 2034		138,731.25	138,731.25	1,225,637.50
	Sept 2034	1,000,000	138,731.25	1,138,731.25	
	Mar 2035		108,106.25	108,106.25	1,246,837.50
	Sept 2035	1,085,000	108,106.25	1,193,106.25	
	Mar 2036		74,878.13	74,878.13	1,267,984.38
	Sept 2036	1,175,000	74,878.13	1,249,878.13	
	Mar 2037		38,893.75	38,893.75	1,288,771.88
	Sept 2037	1,270,000	38,893.75	1,308,893.75	
		\$13,485,000	\$18,045,980.25	\$31,530,980.25	\$31,530,980.25

TRANSFERS IN AND TRANSFERS OUT

Transfers in and out represent accounting methods to allocate the resource to the fund, which will provide the mechanism to pay for the project. The majority of these transfers in the City relate to Capital Improvement projects which receive funds from a variety of sources to provide funding for the overall project. Transfers in represent funds being brought into the fund, whereas transfers out represent funds being taken from that fund.

TRANSFERS IN			
General Fund			Capital Projects Funds
Community Facilities	\$ 220,000	Redevelopment Agency	\$ 1,000,000
Very Low Income Housing	14,100	CDBG	419,600
CFD's	90,000	CFD 2003-1	880,800
CDBG	264,500	PW Federal Grants	10,158,735
Rental Code Compliance Program	70,000	PW State Grants	1,503,400
Redevelopment Agency	112,000	Traffic Mitigation	18,088,300
Technology Internal Service Fund	131,100	Traffic Mitigation Administrative	106,000
OTS State Grant	66,185	Gas Tax	4,118,500
Total General fund	<u>\$ 967,885</u>	Measure A	12,336,100
		Transit Related Service Area - Zone 1	150,000
Special Revenue Funds		Transit Related Service Area - Zone 2	150,000
General Plan Impact Fee	\$ 126,570	Transit Related Service Area - Zone 3	3,000
Mather Field Impact Fee	489,700	Roadway Improvement Fund	949,900
Total Special Revenue Funds	<u>\$ 616,270</u>	Transportation Development Act (TDA)	245,000
		Storm Water Utility Tax	366,000
Debt Service Funds		Kilgore Cemetery	211,500
City Hall COP's	\$ 1,333,170	Sunridge Douglas Traffic Mitigation	4,032,400
City Operations (From General Fund)	615,060	Sunridge Douglas Transit Shuttle	190,000
Total Debt Service	<u>\$ 1,948,230</u>	Prop 42	568,600
		VOZ Traffic Mitigation	220,000
Internal Service Funds		Mather Field Impact Fee	489,700
Insurance Fund (From GF)	\$ 10,000	Park Renovation Impact Fee	155,600
Technology (From GF)	10,000	Total Capital Projects	<u>\$ 56,343,135</u>
Vehicle & Equipment (From GF)	10,000		
Total Internal Service Funds	<u>\$ 30,000</u>	Redevelopment Agency	
		Administration	\$ 1,243,000
		Low/Mod	377,000
		Total Redevelopment	<u>\$ 1,620,000</u>
		TOTAL TRANSFERS IN	<u>\$ 61,525,520</u>

TRANSFERS IN AND TRANSFERS OUT (CONT.)

		TRANSFERS OUT	
General Fund			Special Revenue Funds
Insurance Fund	\$ 10,000	Rental Code Compliance Program (to GF)	\$ 70,000
Technology Enhancement	10,000	CFF - City Hall (to Debt Service Fund)	378,555
Vehicles and Equipment	10,000	CFF - Comm. Ctr. (to Debt Service Fund)	462,675
City Hall Certificates of Participation	491,940	CFF - Admin (to General Fund)	220,000
City Ops Certificates of Participation	226,960	CFF - Police (to Debt Service Fund)	388,100
General Plan Impact Fee	<u>126,570</u>	Gas Tax (to CIP)	4,118,500
Total General Fund	<u>\$ 875,470</u>	Sunrise Douglas Traffic Mitigation (to CIP)	4,032,400
		Sunrise Douglas Transit Shuttle (to CIP)	190,000
Grants		Measure A (to CIP)	12,336,100
Public Works State Grants (to CIP)	\$ 1,503,400	Park Renovation Impact Fees (to CIP)	155,600
Public Works Federal Grants (to CIP)	10,158,735	Prop 42 (to CIP)	568,600
OTS State Grant (to General Fund)	66,185	Traffic Mitigation (to CIP and Mather Field)	18,578,000
CDBG (to General Fund and CIP)	<u>684,100</u>	Traffic Mitigation Administrative (to CIP)	106,000
Total Grants	<u>\$ 12,412,420</u>	Very Low Income Housing Fund (to GF)	14,100
		Transit Related Service Area - Zone 1 (to CIP)	150,000
Internal Service Funds		Transit Related Service Area - Zone 2 (to CIP)	150,000
Technology Enhancement (to General Fund)	<u>\$ 131,100</u>	Transit Related Service Area - Zone 3 (to CIP)	3,000
Total Internal Service Funds	<u>\$ 131,100</u>	Roadway Improvement Fund (to CIP)	949,900
		Transportation Development Act (TDA) (to CIP)	245,000
Enterprise Funds		Storm Water Utility Tax (to CIP)	366,000
Kilgore Cemetery (to CIP)	<u>\$ 211,500</u>	VOZ Traffic Mitigation (to CIP)	220,000
Total Enterprise Funds	<u>\$ 211,500</u>	Mather Field Impact Fee (to CIP)	489,700
		Total Special Revenues	<u>\$ 44,192,230</u>
Community Facilities Districts (CFD's)		Redevelopment Agency	
CFD 2003-1 Sunridge Anatolia (to CIP & GF)	930,800	Administration (to CIP and General Fund)	\$ 1,011,900
CFD 2004-1 Sunridge Park (to General Fund)	<u>40,000</u>	Low/Mod (to General Fund)	100,100
Total Community Facilities Districts	<u>\$ 970,800</u>	Debt Service (to Admin and Low/Mod)	<u>1,620,000</u>
		Total Redevelopment	<u>\$ 2,732,000</u>
		TOTAL TRANSFERS OUT	<u>\$ 61,525,520</u>

FULL-TIME ALLOCATION—CITY EMPLOYEES

	FY 2007-08 Adopted	Add/ Deletes	FY 2008-09 Proposed		FY 2007-08 Adopted	Add/ Deletes	FY 2008-09 Proposed
City Manager	5.00	-1.00	4.00	Economic Development/Redevelopment	4.00	0.00	4.00
Public Information	2.00	0.00	2.00	Housing Services	2.00	0.00	2.00
City Clerk	4.00	0.00	4.00	Neighborhood Services	10.00	0.00	10.00
Human Resources	3.00	0.00	3.00	Building and Safety	11.00	-1.00	10.00
Administrative Support	5.00	0.00	5.00	Facilities Management	2.00	0.00	2.00
Finance	9.00	0.00	9.00	Public Works	21.00	0.00	21.00
Information Technology	3.00	0.00	3.00	Total	81.00	-2.00	79.00
City Manager				Economic Development/Redevelopment			
City Manager	1.00		1.00	Economic Development Director	1.00		1.00
Assistant City Manager	1.00		1.00	Senior Management Analyst	-	1.00	1.00
Senior Management Analyst	1.00		1.00	Management Analyst II	1.00	-1.00	-
Management Analyst II	1.00	-1.00	0.00	Redevelopment Management Analyst II	1.00		1.00
Management Analyst I	1.00		1.00	Administrative Assistant	1.00		1.00
Total	5.00	-1.00	4.00	Total	4.00	-	4.00
Public Information				Housing Services			
Public Information Officer	1.00		1.00	Housing Administrator	1.00		1.00
Public Information Coordinator	1.00		1.00	Management Analyst I (CBDG & Grant Specialist)	1.00		1.00
Total	2.00	-	2.00	Total	2.00	-	2.00
City Clerk				Neighborhood Services			
City Clerk	1.00		1.00	Neighborhood Services Manager	1.00		1.00
Assistant City Clerk	0.00		0.00	Code Enforcement Officer	5.00		5.00
Deputy City Clerk	1.00		1.00	Animal Services Officer	2.00		2.00
Customer Service Specialist	1.00		1.00	Community Services Liaison	1.00		1.00
Records Coordinator / Deputy City Clerk	1.00		1.00	Customer Service Specialist	1.00		1.00
Total	4.00	-	4.00	Total	10.00	-	10.00
Human Resources				Building and Safety			
Human Resources Manager	1.00		1.00	Chief Building Official	1.00		1.00
Human Resources Analyst	1.00		1.00	Supervising Building Inspector	1.00		1.00
Human Resources Technician	1.00		1.00	Building Inspector II	3.00		3.00
Total	3.00	-	3.00	Building Permit Technician	2.00	-1.00	1.00
Administrative Support				Facilities Management			
Executive Assistant to City Manager	1.00		1.00	Permit Services Supervisor	1.00		1.00
Administrative Support Supervisor / Admin Asst	1.00		1.00	Principal Building Technician	1.00		1.00
Administrative Secretary	1.00		1.00	Administrative Assistant	1.00		1.00
Customer Service Specialist	2.00		2.00	Customer Service Specialist	1.00		1.00
Total	5.00	-	5.00	Total	11.00	-1.00	10.00
Finance				Public Works			
Finance Director	1.00		1.00	Public Works Director	1.00		1.00
Finance Services Manager	1.00	-1.00	0.00	Senior Civil Engineer	7.00	-1.00	6.00
Senior Accountant	2.00		2.00	Associate Civil Engineer	2.00	1.00	3.00
Senior Finance Analyst	1.00		1.00	Assistant Civil Engineer	2.00	-1.00	1.00
Accountant	1.00	1.00	2.00	Assistant Land Surveyor	1.00		1.00
Senior Accounting Technician	1.00		1.00	Street Operations/Maintenance Mgr.	1.00		1.00
Accounting Technician	2.00		2.00	Integrated Waste Manager / Solid Waste Recycling	1.00		1.00
Total	9.00	-	9.00	Management Analyst II	1.00	1.00	2.00
Information Technology				Public Works Maintenance Worker			
Information Technology Manager	1.00		1.00	Public Works Maintenance Worker	1.00		1.00
Database Administrator / GIS Analyst	1.00		1.00	Senior Engineering Technician	1.00		1.00
Information Technology Technician	1.00		1.00	Engineering Technician	2.00	-1.00	1.00
Total	3.00	-	3.00	Administrative Assistant	1.00		1.00
				Customer Service Specialist	1.00		1.00
				Total	21.00	-	21.00
				TOTAL	81.00	-2.00	79.00

FULL-TIME ALLOCATION-CONTRACT EMPLOYEES

	<u>FY 2007-08 Adopted</u>	<u>FY 2008-09 Proposed</u>	<u>Changes from FY 07/08</u>		<u>FY 2007-08 Adopted</u>	<u>FY 2008-09 Proposed</u>	<u>Changes from FY 07/08</u>
City Attorney	2.50	2.50	0.00	Planning	15.62	10.00	(5.62)
Police	80.80	78.20	(2.60)	Building and Safety	5.00	3.00	(2.00)
				Total	<u>103.92</u>	<u>93.70</u>	<u>(10.22)</u>

	<u>FY 2007-08 Adopted</u>	<u>FY 2008-09 Proposed</u>		<u>FY 2007-08 Adopted</u>	<u>FY 2008-09 Proposed</u>
City Attorney			Police		
City Attorney	<u>2.50</u>	<u>2.50</u>	Sworn Officers	68.00	65.40
Total	<u>2.50</u>	<u>2.50</u>	Non-Sworn Positions	<u>12.80</u>	<u>12.80</u>
			Total	<u>80.80</u>	<u>78.20</u>
Building and Safety			Planning		
Building Inspector II	4.00	3.00	Planning Director	1.26	1.00
Principal Engineer	<u>1.00</u>	-	Principal Planner	1.33	1.50
Total	<u>5.00</u>	<u>3.00</u>	Senior Planner	2.20	1.50
			Associate Planner	3.62	2.50
			Assistant Planner	2.88	1.50
			Planning Technician	1.44	1.00
			Planning Clerk / Admin	<u>2.89</u>	<u>1.00</u>
			Total	<u>15.62</u>	<u>10.00</u>

**CITY BUDGET RESOLUTION, COMMUNITY
REDEVELOPMENT AGENCY BUDGET RESOLUTION
AND RESOLUTIONS TO ESTABLISH THE
CITY'S APPROPRIATION LIMIT FOR
FISCAL YEAR 2008-2009
INCLUDING CALCULATIONS**

CITY OF RANCHO CORDOVA

RESOLUTION NO. 64-2008

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF RANCHO CORDOVA
ADOPTING AN OPERATING BUDGET FOR THE CITY FOR THE FISCAL YEAR JULY 1,
2008 THROUGH JUNE 30, 2009, AND PROVIDING FOR THE APPROPRIATIONS AND
EXPENDITURES OF ALL SUMS SET FORTH THEREIN**

RECITALS

WHEREAS, the City Manager has submitted to the City Council of Rancho Cordova a Fiscal Year 2008/2009 Proposed Budget; and

WHEREAS, after conducting a workshop and a public hearing on the proposed budget, the City Council has approved the same; and

WHEREAS, it is the intention of the Council to adopt the proposed budget as submitted by the City Manager; and

WHEREAS, with respect to providing an appropriation to the Cordova Community Council, the City Council has considered a proposal from the Cordova Community Council to the City dated May 15, 2006, which outlines a partnership approach between the City of Rancho Cordova and the Cordova Community Council, and finds that providing funds to the Cordova Community Council will serve a public purpose by aiding the City in its ongoing effort to improve the image of the community and the quality of life for all Rancho Cordova citizens; and

WHEREAS, in Fiscal Year 2006/07 the City of Rancho Cordova renewed and refined an agreement for law enforcement services from the County of Sacramento through June 30, 2010; and

WHEREAS, the agreement for law enforcement services requires an annual approval of the Service Plan for the upcoming fiscal year; and

WHEREAS, the County has proposed the attached Service Plan for the fiscal year 2008/09 to achieve the stated Goals and Performance Measures (which remain unchanged from the previous year) at a net cost of \$15,727,969;

DECISION

NOW, THEREFORE BE IT RESOLVED by the City Council of the City of Rancho Cordova as follows:

1. The Council approves the attached 2008/09 Service Plan at an annual cost of \$15,727,969 (**see Exhibit A**);
2. That certain document referred to as "The City of Rancho Cordova Proposed Budget Fiscal Year 2008-2009" presented by the City Manager is hereby adopted and the appropriations for the annual budget of the City of Rancho Cordova for the fiscal year beginning on July 1, 2008 and ending on June 30, 2009, is hereby adopted; and
3. That the amounts stated in the proposed budget shall become and thereafter be appropriated to the offices, departments, activities, objects, and purposes stated therein and said monies are hereby authorized to be expended for the purposes and objects specified in said budget; and

4. The City Manager is authorized to approve expenditure adjustments within individual funds so long as the total appropriated within each major fund is not exceeded.

PASSED AND ADOPTED by the City Council of the City of Rancho Cordova on the 2nd day of June, 2008 by the following vote:

AYES: Cooley, McGarvey, Sander, Skoglund and Mayor Budge
NOES: None
ABSENT: None
ABSTAIN: None



Linda Budge, Mayor

ATTEST:


Stacy Leitner, Interim City Clerk

CITY OF RANCHO CORDOVA

AGENCY RESOLUTION NO. CRA 4-2008

A RESOLUTION OF THE COMMUNITY REDEVELOPMENT AGENCY OF THE CITY OF RANCHO CORDOVA ADOPTING AN OPERATING BUDGET FOR THE AGENCY FOR THE FISCAL YEAR JULY 1, 2008 THROUGH JUNE 30, 2009, AND PROVIDING FOR THE APPROPRIATIONS AND EXPENDITURES OF ALL SUMS SET FORTH THEREIN

WHEREAS, the Executive Director has submitted to the Agency Board a Fiscal Year 2008/2009 Proposed Budget; and

WHEREAS, after conducting a workshop and a public hearing on the proposed budget, the Agency Board has approved the same; and

WHEREAS, it is the intention of the Board to adopt the proposed budget as submitted by the Executive Director; and

WHEREAS, under Section 33334.2(a) of the California Community Redevelopment Law (Health and Safety Code Section 33000 et seq.), not less than 20% of all taxes allocated to the Community Redevelopment Agency must be set aside by the Agency in a Housing Reserve Fund and used for the purpose of increasing, improving and preserving the community's supply of low and moderate income housing, and

WHEREAS, under Section 33334.3(d) of the California Community Redevelopment Law (Health and Safety Code Section 33000 et seq.), the amount of money spent for planning and general administration from the Housing Reserve Fund must not be disproportionate to the amount actually spent for the cost of production;

NOW, THEREFORE BE IT RESOLVED by the Board of the Community Redevelopment Agency of the City of Rancho Cordova as follows:

1. That certain document referred to as "The City of Rancho Cordova Proposed Budget Fiscal Year 2008-2009" presented by the Executive Director is hereby adopted and the appropriations for the annual budget of the Community Redevelopment Agency of the City of Rancho Cordova for the fiscal year beginning on July 1, 2008 and ending on June 30, 2009, is hereby adopted.
2. That the amounts stated in the proposed budget shall become and thereafter be appropriated to the offices, departments, activities, objects, and purposes stated therein and said monies are hereby authorized to be expended for the purposes and objects specified in said budget.
3. The Executive Director is authorized to approve expenditure adjustments within individual funds so long as the total appropriated within each major fund is not exceeded.
4. The Agency hereby determines that it is necessary to use \$297,300 of the \$467,300 2008/2009 Low to Moderate Income Housing Fund budget for planning and administrative expenses for the production, improvement or preservation of low and moderate housing during the 2008/2009 fiscal year.

PASSED AND ADOPTED at a meeting of the Community Redevelopment Agency of the City of Rancho Cordova held on the 2nd day of June, 2008 by the following vote:

AYES:

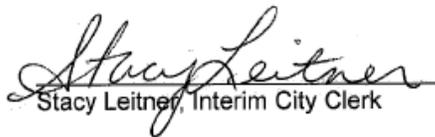
NOES:

ABSENT:

ABSTAIN:


Linda Budge, Mayor

ATTEST:


Stacy Leitner, Interim City Clerk

CITY OF RANCHO CORDOVA

RESOLUTION NO. 63-2008

A RESOLUTION OF THE CITY COUNCIL ADOPTING THE APPROPRIATIONS LIMIT FOR FISCAL YEAR 2008/ 2009 AND MAKING THE ANNUAL ELECTION FOR ADJUSTMENT FACTORS

WHEREAS, the people of California on November 6, 1979, added Article XIII-B to the State Constitution placing various limitations on the appropriations of state and local governments; and

WHEREAS, the State Legislature adopted Chapters 1205 and 1342 of the 1980 Statutes which implemented Article XIII-B; and

WHEREAS, the people of California on June 5, 1990 amended Article XIII-B effective July 1, 1990; and

WHEREAS, the provisions of the amendments have been interpreted by a coalition of statewide organizations, and the organizations have issued through the League of California Cities revised guidelines to calculated the appropriations limit; and

WHEREAS, section 7910 of the Government Code requires cities to adopt a resolution setting the annual appropriations limit at a regularly scheduled meeting or a noticed special meeting; and

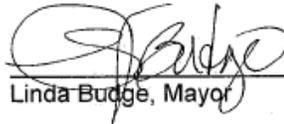
WHEREAS, the City of Rancho Cordova has complied with the provisions of Article XIII-B in calculating the Appropriations Limit for Fiscal Year 2008/2009.

NOW, THEREFORE BE IT RESOLVED by the City Council of the City of Rancho Cordova and shown on Schedules No. 1 through 8 (**Exhibit A**), that:

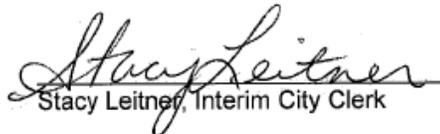
1. The Fiscal Year 2008/2009 Appropriations Limit shall be \$47,907,183
2. The Fiscal Year 2007/2008 Appropriations subject to the Limit is \$24,193,746
3. The annual election for Adjustment Factors shall be to use the growth in City population and the increase in the per-capital personal income for the State of California.

PASSED AND ADOPTED by the City Council of the City of Rancho Cordova on the 2nd day of June, 2008 by the following vote:

AYES: Cooley, McGarvey, Sander, Skoglund and Mayor Budge
NOES: None
ABSENT: None
ABSTAIN: None


Linda Budge, Mayor

ATTEST:


Stacy Leitner, Interim City Clerk

**CITY OF RANCHO CORDOVA, CA
FISCAL YEAR 2008-09 GANN CALCULATIONS**

EXHIBIT A

SCHEDULE NO. 1

USER FEES VERSUS COSTS

	Planning Services	Building & Safety	Engineering Fees	Legal Fees	FY 2008 - 2009 Fiscal Year
COSTS REASONABLY BORNE	\$ 2,247,600	\$ 1,606,750	\$ 5,438,600	\$ 1,035,000	\$ 10,327,950
FEES	<u>1,455,000</u>	<u>1,900,000</u>	<u>4,655,900</u>	<u>350,000</u>	<u>8,360,900</u>
AMOUNT OF FEE REVENUE LESS THAN COST	<u>\$ (792,600)</u>	<u>\$ 293,250</u>	<u>\$ (782,700)</u>	<u>\$ (685,000)</u>	<u>\$ (1,967,050)</u>

**CITY OF RANCHO CORDOVA, CA
FISCAL YEAR 2008-09 GANN CALCULATIONS**

SCHEDULE NO. 2

	ALLOCATION OF TAXES					
	General Fund		Special Revenue Fund		Total	
	Subject	Not Subject	Subject	Not Subject	Subject	Not Subject
Property Taxes	\$ 8,810,000	\$ -	\$ -	\$ -	\$ 8,810,000	\$ -
Property Taxes In Lieu	5,186,000	-	-	-	5,186,000	-
Sales Taxes	9,665,000	-	-	-	9,665,000	-
Other Taxes:						
Garbage Franchise Fee	-	734,000	-	-	-	734,000
Cable Franchise Fee	-	250,000	-	-	-	250,000
PG&E Franchise Fee	-	74,000	-	-	-	74,000
Telephone Franchise	-	20,800	-	-	-	20,800
Property Transfer Tax	250,000	-	-	-	250,000	-
Police Tax	750,000	-	-	-	750,000	-
Utility User Tax	2,000,000	-	-	-	2,000,000	-
Transient Occupancy Tax	2,300,000	-	-	-	2,300,000	-
Traffic Mitigation Fees	-	-	-	-	-	-
TOTAL TAXES	28,961,000	1,078,800	-	-	28,961,000	1,078,800
From State:						
Motor Vehicle In Lieu	1,230,000	-	-	-	1,230,000	-
Gas Tax	-	-	-	1,280,500	-	1,280,500
Homeowners Relief	65,000	-	-	-	65,000	-
TDA	-	-	248,000	-	248,000	-
SB 90 Reimbursements	-	-	-	-	-	-
Sub-Total	1,295,000	-	248,000	1,280,500	1,543,000	1,280,500
Other Intergovernmental						
Measure A Sales Tax	-	-	-	13,424,820	-	13,424,820
Proposition 42	-	-	-	568,500	-	568,500
CDBG Block Grant	-	-	-	1,048,805	-	1,048,805
Grants	-	-	-	10,480,015	-	10,480,015
Sub-Total Other Intergovt'l	-	-	-	25,522,140	-	25,522,140
Locally Raised:						
Sp. Benefit - Assmt. Districts	-	-	-	931,000	-	931,000
Zinfandel Impact Fees	-	-	-	6,300	-	6,300
Comm. Fac. Fees	-	-	-	838,700	-	838,700
Traffic Impact Fees	-	-	-	1,583,000	-	1,583,000
Park Renovation Fees	-	-	-	95,000	-	95,000
Low Income Housing	-	-	-	178,648	-	178,648
Sunrise Douglas Impact	-	-	-	1,905,000	-	1,905,000
General Plan Impact	-	-	-	114,000	-	114,000
Environmental Impact	-	-	-	-	-	-
Mather Field Impact	-	-	-	489,700	-	489,700
Roadway Improvement Fund	-	-	-	850,000	-	850,000
Storm Water Utility Tax	-	-	-	726,700	-	726,700
Licenses Permits & Fees	-	573,400	-	83,000	-	656,400
Fines/Forfeitures & Penalties	-	645,500	-	-	-	645,500
Rents	-	950,700	-	-	-	950,700
Charges for Services	-	146,700	-	-	-	146,700
Transfers In	-	967,885	-	126,570	-	1,094,455
Other	-	-	-	15,000	-	15,000
Sub-Total Locally Raised	-	3,284,185	-	7,942,618	-	11,226,803
TOTAL ALL FUNDS	\$ 30,256,000	\$ 4,362,985	\$ 248,000	\$ 34,745,258	\$ 30,504,000	\$ 39,108,243

CITY OF RANCHO CORDOVA, CA
FISCAL YEAR 2008-09 GANN CALCULATIONS

SCHEDULE NO. 3

INTEREST EARNINGS PRODUCED BY TAXES

	<u>Amount</u>	<u>Source</u>
A. Non-Interest Tax Proceeds	\$ 30,504,000	Worksheet # 2
B. Minus Exclusions	<u>6,779,027</u>	Worksheet # 7
C. Net Invested Taxes	<u>23,724,973</u>	(A-B)
D. Total Non-Interest Budget	<u>47,469,143</u>	Worksheet # 2
E. Tax Proceeds as % of Budget	49.98%	(C/D)
F. Interest Earnings	937,925	Budget
G. Amount of Interest Earned from Taxes	<u>\$ 468,773</u>	(E*F)
H. Amount of Interest Earned from Non-Taxes	<u>\$ 469,152</u>	(F-G)

CITY OF RANCHO CORDOVA, CA
FISCAL YEAR 2008-09 GANN CALCULATIONS

SCHEDULE NO. 4

APPROPRIATIONS SUBJECT TO LIMITATION

	Amount	Source
A. Proceeds of Taxes	\$ 30,972,773	Schedule No. 8
B. Exclusions	<u>6,779,027</u>	Schedule No. 7
C. Appropriations Subject to Limitation	<u>24,193,746</u>	(A-B)
D. Current Year Limitation	<u>47,907,183</u>	Schedule No. 6
E. Over/(Under) Limit	<u>\$ (23,713,437)</u>	(C-D)

CITY OF RANCHO CORDOVA, CA
FISCAL YEAR 2008-09 GANN CALCULATIONS

SCHEDULE NO. 5

APPROPRIATIONS LIMIT

	<u>Amount</u>	<u>Source</u>
A. Last Year's Limit	\$ 44,443,215	Voter Approved
B. Adjustment Factors		
1. Growth in Rancho Cordova Population	1.0429	State Finance
2. Growth in California Per Capita Income	1.0336	State Finance
Total Adjustment %	1.0779	(B1 * B2)
C. Annual Adjustment \$	<u>3,463,968</u>	(B*A)
D. Other Adjustments		
Lost Responsibility (-)	-	
Transfer to Private (-)	-	
Transfer to Fees (-)	-	
Assumed Responsibility (+)	<u>-</u>	
Subtotal	-	
E. Total Adjustments	<u>3,463,968</u>	(C+D)
F. This Year's Limit	<u>\$ 47,907,183</u>	(A+E)

**CITY OF RANCHO CORDOVA, CA
FISCAL YEAR 2008-09 GANN CALCULATIONS**

SCHEDULE NO. 6

APPROPRIATIONS LIMIT ANALYSIS

FY 2007-2008 Appropriations Limit		\$ 44,443,215
 Adjustment Factors		
Change in Per Capita Personal Income (FY 2007-2008)		1.0429
Increase in Rancho Cordova Population		1.0336
Factor for Fiscal Year 2008-2009		1.0779
FY 2008-2009 Appropriations Limit		\$ 47,907,183
FY 2008-2009 Proceeds of Taxes	30,972,773	
Exclusion	<u>(6,779,027)</u>	
 FY 2008-2009 Appropriations Subject to Limit		 24,193,746
FY 2008-2009 Appropriations Under Limit		\$ 23,713,437

CITY OF RANCHO CORDOVA, CA
FISCAL YEAR 2008-09

SCHEDULE NO. 7

APPROPRIATIONS LIMIT

COURT ORDERS	\$	-
FEDERAL MANDATES		
FLSA Payments		40,000
Medicare Payments		87,513
Landfill Closure Costs		-
Underground Tank Monitoring		-
Unemployment Payments		-
TOTAL FEDERAL MANDATES		<u>127,513</u>
QUALIFIED CAPITAL OUTLAYS		
Technology Enhancements		83,500
Building Improvements		44,500
Vehicles		-
Other Capital Equipment		<u>55,600</u>
		183,600
QUALIFIED DEBT SERVICE		
Certificates of Participation		718,900
Transition Costs		438,100
Revenue Neutrality Payment		<u>6,029,814</u>
		6,467,914
TOTAL EXCLUDED APPROPRIATIONS	\$	<u>6,779,027</u>

**CITY OF RANCHO CORDOVA, CA
FISCAL YEAR 2008-09 GANN CALCULATIONS**

SCHEDULE NO. 8

CALCULATION OF PROCEEDS OF TAXES

REVENUE	Proceeds of Taxes	Non-Proceeds of Taxes	Total	
Taxes	\$ 28,961,000	\$ 1,078,800	\$ 30,039,800	
Subventions from State			-	
Motor Vehicle In Lieu	1,230,000	-	1,230,000	
Gas Tax	-	1,280,500	1,280,500	
Homeowner's Relief	65,000	-	65,000	
SB 90 Reimbursements	-	-	-	
TDA	248,000	-	248,000	
Other Intergovernmental	-	1,617,305	1,617,305	
Locally Raised		-	-	
Local Dedicated Sales Tax	-	13,424,820	13,424,820	
Special Benefit-Landscape Assessments	-	931,000	931,000	
Impact Fees	-	5,210,348	5,210,348	
Grants	-	10,480,015	10,480,015	
Licenses and Permits	-	656,400	656,400	
Fines, Forfeiture and Penalties	-	645,500	645,500	
Rents	-	950,700	950,700	
Charges for Services	-	146,700	146,700	
Storm Water Utility Tax	-	726,700	726,700	
Roadway Improvement Fund	-	850,000	850,000	
User Fees	-	8,360,900	8,360,900	
Transfers In	-	1,094,455	1,094,455	
Other	-	15,000	15,000	
Subtotal	30,504,000	47,469,143	77,973,143	
			-	
Interest Earnings	468,773	469,152	937,925	
Total Revenue	30,972,773	47,938,295	78,911,068	
Reserve Withdrawals	-	-	-	
TOTAL BUDGET APPROPRIATIONS	\$ 30,972,773	\$ 47,938,295	\$ 78,911,068	\$ 10,132,466

FREQUENTLY ASKED QUESTIONS

The City of Rancho Cordova designed the Annual Budget to offer citizens an understandable and meaningful budget document. This guide, along with the Glossary of Terms, will provide assistance to those unfamiliar with Rancho Cordova's budgeting and financial processes.

WHAT IS A "FISCAL YEAR (FY)" AND WHEN DOES IT BEGIN AND END?

The City of Rancho Cordova follows a Fiscal Year (FY) that starts on July 1 and ends on June 30. A Fiscal Year is the period designated by the City for the beginning and ending of financial transactions or a budget cycle. For example, the "2008 Annual Budget" or "Fiscal Year 2008–2009" refers to the period that begins on July 1, 2008 and concludes on June 30, 2009.

WHAT DOES IT MEAN TO "ADOPT THE BUDGET?"

Budget adoption is a formal action taken by the City Council that sets the City's priorities and spending limits for the next year. The budget for each fiscal year is formally adopted by the passage of the "Appropriating Resolution."

WHAT IS AN "APPROPRIATING RESOLUTION"?

The City of Rancho Cordova adopts the annual budget with the "appropriating resolution". The resolution requires a majority of the Council to approve.

WHAT IS MEANT BY "BUDGET APPROPRIATIONS?"

Budget appropriations refer to authorizations made by the City Council that permit the City to incur obligations and expend resources. When the City Council appropriates funds, they are saying the community should, for example, spend its money on public safety, or make investments that improve the quality of life in Rancho Cordova. The City cannot collect or spend money unless it is appropriated, and this ensures the public's money is spent according to the public's needs as expressed by the democratically elected City Council.

WHAT IS DEBT SERVICE?

A family's debt service is the payments they make on loans, such as a mortgage or credit cards. Principal and interest payments on outstanding bonds are referred to as debt service. Just like a family cannot skip a mortgage payment or credit card payment, the City must keep up on its debt service, so this will always be part of the City's budget.

WHAT IS AN ENCUMBRANCE?

An encumbrance refers to the formal accounting recognition of commitments to expend resources in the future. For example, when a purchase order is issued for equipment, that fund is encumbered until delivery. Once the equipment arrives the invoice is paid and the encumbrance becomes an expenditure.

WHAT IS AN EXPENDITURE?

Expenditures represent a decrease in fund resources or, stated simply, a recorded expense.

WHAT IS A FULL-TIME EQUIVALENT POSITION (FTE)?

An FTE refers to one or more employees working a total of 40 hours per week, or 2,080 hours per year. For example, a part-time employee working 20 hours per week would be considered a 0.5 FTE.

WHAT IS THE DEFINITION OF A BUDGET FUND?

Rancho Cordova has numerous budget funds to help keep track of and focus resources. These include the General Fund, Gas Tax Fund and Debt Service Fund, to name just a few. A family might use several funds, too, in order to help manage their finances and determine how close they are to reaching certain goals. For instance, a family might have a children's college fund, a retirement fund, a vacation fund and household expenses fund. A budget fund, then, is a fiscal and accounting entity with a self-balancing set of accounts recording cash and other financial resources. Rancho Cordova uses separate funds in order to correctly and legally track revenues and expenditures by program.

WHAT IS A FUND BALANCE?

Fund balance refers to the remainder or carryover that occurs when actual revenues exceed budgeted revenues and/or when actual expenditures are less than budgeted expenditures at the end of the fiscal year (June 30). If the City budgets (plans to spend) \$3 million on roads next year, but only spends \$2 million, there is a \$1 million increase to the fund balance.

WHERE DOES THE CITY'S REVENUE COME FROM?

Rancho Cordova's revenue comes from a variety of sources, including sales taxes, property taxes, and user charges and from other units of governments such as the State of California. A visual depiction of all revenue sources as well as how the money is spent is shown in the Summary Section.

WHAT ARE "STATE SUBVENTIONS"?

The State of California shares a portion of its tax revenues (gas tax and motor vehicle in-lieu taxes) with California cities and towns. This funding is divided amongst the local governments by various formulas, generally population. State subventions enable local governments to continue to provide basic services, such as police and fire protection, without burdening the residents with additional local taxes.

WHAT IS A BUDGET TRANSFER?

A budget transfer moves budget appropriations between programs or funds. Transfers within funds may be done with the City Manager's authority as the City Manager position is appointed by the City Council to act as the City's chief executive officer. Transfer between funds requires City Council approval.

WHAT ARE USER CHARGES?

User charges are fees paid in direct receipt of a public service by the party who benefits from the service.

The above are some of the more frequently asked questions concerning the City of Rancho Cordova's budget. Additional definitions of terms used in the budget document are provided for

in the Glossary of Terms and Acronyms. All questions concerning the City of Rancho Cordova's budget should be directed to the Finance Department at 2729 Prospect Park Drive, Rancho Cordova, CA 95670, phone number (916) 851-8700. This report will also be provided on the City's website at: www.cityofranhocordova.org under the Finance Department's page. You can also log onto our website and click on "*Submit a Question, Complaint, Comment or Suggestion*" to submit your question/request.

GLOSSARY OF TERMS

ADOPTED BUDGET	The City Council approved annual budget establishing the legal authority for the expenditure of funds as set forth in the Appropriation Resolution.
ACCRUAL/ACCRUAL BASIS OF ACCOUNTING	A method of accounting that recognizes the financial effect of transactions, events and inter-fund activities when they occur, regardless of the timing of related cash flows.
ANNUAL FINANCIAL REPORT	A financial report applicable to a single fiscal year.
APPROPRIATION	An authorization made by the City Council, which permits officials to incur obligations against and to make expenditures of resources. Appropriations are usually made to fixed amounts and are typically granted for a one-year period.
ASSESSED VALUATION	A valuation set upon real estate or other property by a government as a basis for a tax levy.
AUDIT	A view of the City accounts by an independent auditing firm to substantiate year-end fund, salaries, reserves and cash on hand.
BEGINNING/ENDING FUND BALANCE	Appropriated resources available in a fund from the prior/current year after payment of the prior/current year's expenses. This is not necessarily cash on hand.
BOND	A City may raise capital by issuing a written promise to pay a specific sum of money, called the face value or principal amount, at a specified date or dates in the future, together with periodic interest at a specified rate.
BUDGET	A plan of financial operation embodying an estimate of proposed appropriations for a given period of time and the proposed means of financing them.
BUDGETARY BASIS	The method of accounting applied to the budgetary accounts and process.
BUDGETARY CONTROL	The control or management of a government or enterprise in accordance with an approved budget for the purpose of keeping expenditures within the limitations of appropriations and available resources.
BUDGET MESSAGE OR BUDGET TRANSMITTAL LETTER	A general discussion of the proposed budget as presented in writing by the City Manager to the City Council. The message contains an explanation of principal budget items and summaries found in the prepared budget relative to the current year adopted budget.

BUDGETARY BASIS	The form of accounting utilized throughout the budget process.
DEBT SERVICE	Payment of interest and repayment of principal to holders of the City's debt instruments (bonds).
DEBT SERVICE FUND	Governmental fund type used to account for the accumulation of resources for, and the payment of, general long-term debt principal and interest.
DEFICIT	An excess of expenditures or expenses over resources.
DEPARTMENT	An operational and budgetary unit designated by the City Council to define and organize City operations.
DEPRECIATION	The portion of the cost of a fixed-asset charged as an expense prorated over the estimated life of the asset.
ENCUMBRANCE	An amount of money committed for the payment of goods and services not yet received or paid for. A purchase order is a common encumbrance.
ESTIMATED REVENUES	The budgeted, projected revenues expected to be realized during the budget (fiscal) year to finance all or part of the planned expenditures.
EXPENDITURE	The actual payment for goods and services.
EXPENSES	The incurrence of liabilities or the consumption of assets arising from the delivery or production of goods, rendering services or carrying out other activities that constitute the entity's ongoing major or central operation. The term applies to the City's Enterprise and Internal Service Funds.
FISCAL YEAR (FY)	A 12-month period of time to which the budget applies. For the City of Rancho Cordova it is July 1 st through June 30 th .
FIXED ASSET	A long-lived tangible asset obtained or controlled as a result of past transactions, events or circumstances. Fixed assets include land, buildings, equipment, improvements to other assets and infrastructure (i.e., streets, highways, bridges, etc.).
FULL TIME EQUIVALENT (FTE) POSITION	The amount of time a position has been budgeted for in terms of the amount of time a regular, full-time employee normally works in a year (2,080 hours).
FUND	An accounting entity with a self-balancing set of accounts in which cash and other financial resources, all related liabilities and residual equities, or balances and changes therein are recorded and segregated to carry on specific activities or attain certain objectives in accordance with special regulations, restrictions or limitations.

FUND BALANCE	The difference between the assets (revenues and other resources) and liabilities (expenditures incurred or committed to) for a particular fund. It also represents the accumulated net resources of a fund available for reservation, designation or for appropriation.
GANN	Refers to the last name of the individual who championed Proposition 13 and secured the passage of the constitutional amendment that led to the property tax rollback in the 1970's.
GASB	Governmental Accounting Standards Board.
GENERALLY ACCEPTED ACCOUNTING PRINCIPLES (GAAP)	Uniform minimum standards and guidelines for accounting and reporting. These standards govern the form and content of the annual financial statements of an entity. The primary authoritative body on the application of GAAP to state and local governments is the Governmental Accounting Standards Board (GASB).
GENERAL FUND	The primary governmental fund used to account for all financial resources, except those required to be accounted for in another fund.
GENERAL PLAN	A comprehensive, long-range policy guide intended to promote efficient and desirable growth in the community.
GOVERNMENTAL FUNDS	Distinguished by their measurement focus on determining financial position and changes in financial position.
GRANTS	Contributions of gifts or cash or other assets from another government to be used or expended for a specific purpose, activity or facility.
INFRASTRUCTURE	Facilities that support the continuance and growth of a community. Examples include roads, water lines, sewers, public buildings, parks and airports.
INTERFUND TRANSFERS	Monies moved from one fund to another. The money is transferred to finance the operations of another fund or to reimburse the fund for expenses.
LINE ITEM	The description of an object of expenditure, i.e. salaries, supplies, professional services and other operational costs.
MAINTENANCE & OPERATION (M&O) COSTS	The day-to-day operating and maintenance costs of a municipality. These costs include personnel, gas, electric utility bills, telephone expense, reproduction costs, postage and vehicle maintenance

MODIFIED ACCRUAL	An adaptation of the accrual basis of accounting for governmental funds types. Revenues and other financing resources are recognized when they become available to finance expenditures of the current period. Expenditures are recognized when the fund liability is incurred.
NOTES	A paper that acknowledges a debt and promises payment to a specified party of a specific sum, describing a time of maturity that is either definite or will become definite.
OBJECT	An individual expenditure account.
OBJECTIVE	A measurable output that an organization strives to achieve within a designated time frame. The achievement of the objective advances an organization toward a corresponding goal.
OPERATING BUDGET	Plans of current expenditures and the proposed means of financing them. The annual operating budget, as distinguished from the capital program budget, is the primary means by which most of the financing, acquisition, spending and service delivery activities of a government are controlled.
OPERATING DEFICIT	The deficiency of operating revenues under expenditures.
OPERATING EXPENSES	Expenditures for materials, supplies and services which are ordinarily consumed within a fiscal year and which are not included in the program inventories.
OPERATING SURPLUS	The excess of operating revenues over operating expenditures.
ORDINANCE	A formal legislative enactment by the City Council. It is the full force and effect of law within the City boundaries unless preempted by a higher form of law.
PERFORMANCE MEASURES	Measurement of service performance indicators that reflect the amount of money spent on services and the resulting outcomes at a specific level of services provided.
PROGRAM	A group of related activities performed by one or more organizational units for the purpose of accomplishing a City responsibility.
PROPOSED BUDGET	This refers to the status of an annual budget, which has been submitted to the City Council by the City Manager and is pending public review and City Council adoption. Also referred to as the "Preliminary Budget".

RESERVE	An account used to indicate that a portion of a fund's balance is legally restricted for a specific purpose and is, therefore, not available for general appropriations.
RESOLUTION	A special order of the City Council, which has a lower legal standing than an ordinance.
RESOURCES	Total amounts available for appropriation including estimated revenues, fund transfers and beginning fund balances.
RETAINED EARNINGS	An equity account reflecting the accumulated earnings of an enterprise or internal service fund.
REVENUE	Income received through such sources as taxes, fines, fees, grants or service charges that can be used to finance operations or capital assets.
RISK MANAGEMENT	An organized attempt to protect an organization's assets against accidental loss in the most cost effective manner.
SELF INSURANCE	A term often used to describe the retention by an entity of a risk of loss arising out of the ownership of property or the activity of the agency. It is distinguished from the transfer of risk to a third party (insurance company).
SERVICE EFFORT	A measure of expected output by a budgetary program.
SPECIAL REVENUE FUNDS	A governmental fund type used to account for the proceeds of specific revenue sources (other than for major capital projects) that are legally restricted to expenditure for specified purposes.
SUBVENTIONS	Revenues collected by the State (or other level of government), which are allocated to the City on a formula basis. The major subventions received by the City come from the State of California and include motor vehicle in-lieu and gas tax.
TAX ALLOCATION BONDS	A bond issued that has a specific tax revenue source that backs the payment of the debt. In the City, these are not issued for General Fund purposes.
TRANSFER IN/OUT	Movement of resources between two funds. Example: An interfund transfer would include the transfer of operating resources from the General Fund to an Enterprise Fund.
TRANSIENT OCCUPANCY TAX (TOT)	This revenue source originates in a tax placed on lodging facilities for the occupancy of a room. Rancho Cordova has a 12% tax for such occupancies.
TRUST FUNDS	Funds held by the City that are subject to the terms of the trust that created the source of funding.

USER CHARGES	The payment of a fee in direct receipt of a public service by the party who benefits from the service.
WORKLOAD INDICATORS	Statistical information that indicates the demands for services within a given department or division. Workload indicators are a type of performance measure utilized by departments or divisions to assess its level of service.

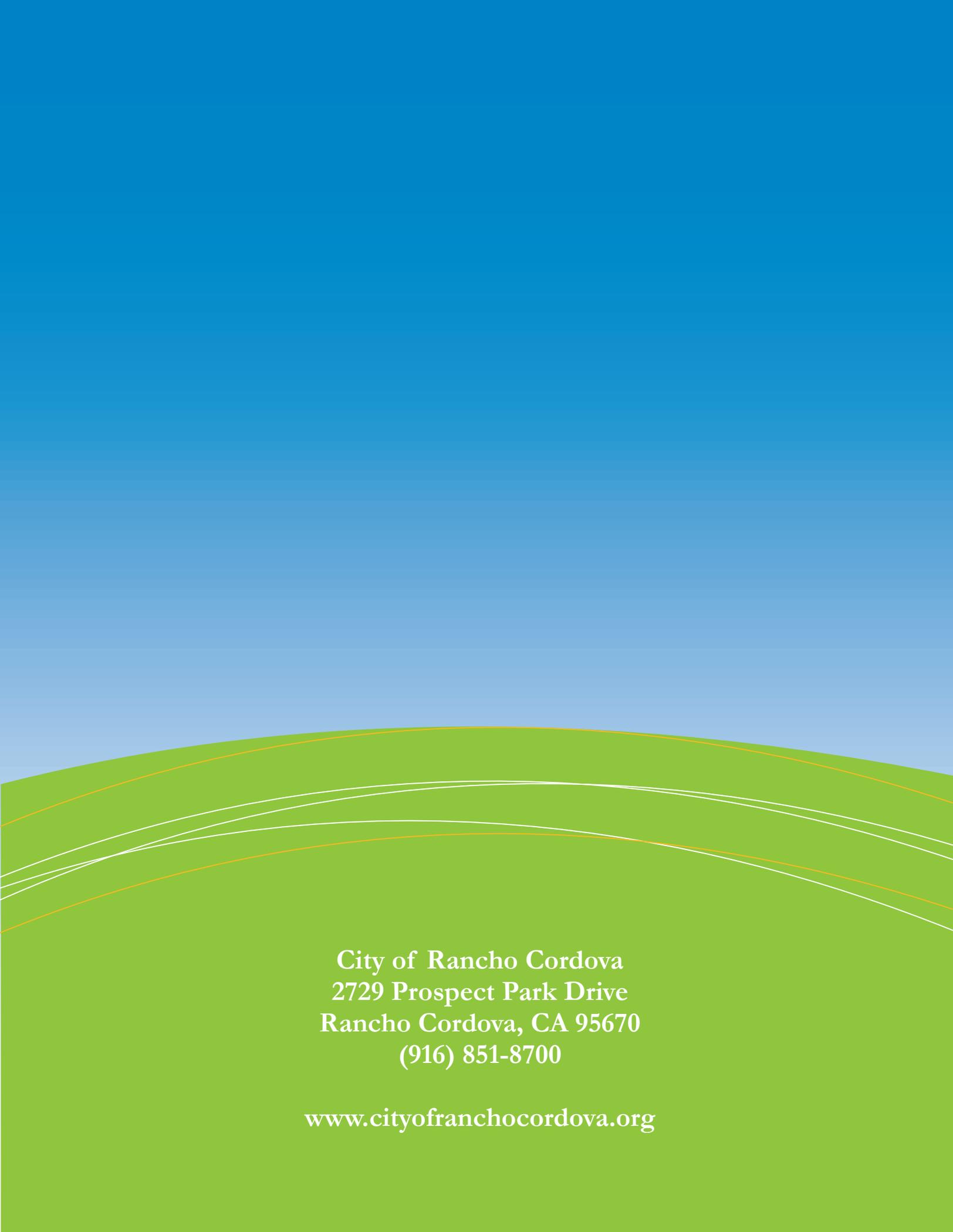
ACRONYMS

Throughout the budget, acronyms are used that are familiar to those in government but are quite unfamiliar to those who do not work in that setting. Efforts were made to list as many of those that were used in the budget document and follow:

ABC	Alcohol Beverage Control
AIA	American Institute of Architects
ADA	Americans with Disabilities Act
CACED	California Association of Code Enforcement Officers
CSAC	California Association of Counties
CEQA	California Environmental Quality Act
CIP	Capital Improvement Plan
COP	Certificate of Participation
CDBG	Community Development Block Grant
CFD	Community Facilities Districts
COPPS	Community Oriented Policing and Problem Solving
CSO	Community Services Officer
CAFR	Comprehensive Annual Financial Report or Annual Financial Report
CAD	Computer Aided Dispatch
CAD/RMS/MDC	Computer Aided Dispatch/Records Management System/Mobile Data Computers
CSA	County Service Area
CTEP	County Transportation Expenditure Plan
CSR's	Customer Service Representatives
DOJ	Department of Justice
DBE	Disadvantaged Business Enterprise
DARE	Drug Abuse Resistance Education
E.A.T.	Employee Advisory Team
EIR	Environmental Impact Report
FPPC	Fair Political Practices Commission
FEMA	Federal Emergency Management Administration
FFY	Federal Fiscal Year
FTP	File Transfer Protocol
FEIR	Final Environmental Impact Report
GAAP	Generally Accepted Accounting Principles
GIS	Geographic Information Services
GASB 34	Governmental Accounting Standards Board Statement Number 34
HCP	Habitat Conservation Plan
HACCP	Hazardous Assessment for Critical Control Points
HVAC	Heating Ventilation and Air Conditioning

HUD	Housing and Urban Development
IIPP	Injury and Illness Prevention Program
IVR	Integrated Voice Recognition
ISTEA	Intermodal Surface Transportation Efficiency Act
ISTEA-RTSOP	ISTEA-Regional Traffic Signal Operations Program
ISTEA-STP-5311	ISTEA-Surface Transportation Program-5311
LLESSF	Law Enforcement Supplemental Services
LEED	Leadership in Energy and Environmental Design
LED	Light Emitting Diode
LAFCo	Local Agencies Formation Commission
LLEBG	Local Law Enforcement Block Grant
LTF	Local Transportation Fund
MOU	Memorandum of Understanding
MIH	Mixed Income Housing
MDC	Mobile Data Computing
NRT	Neighborhood Response Team
OES	Office of Emergency Services
PG&E	Pacific Gas & Electric
POST	Police Officers Standards and Training
RHIP	Rancho Cordova Inter-Departmental Enforcement
RCNC	Rancho Cordova Neighborhood Center
RCPD	Rancho Cordova Police Department
RCSC	Rancho Cordova Sister Cities
RIM	Records and Information Management
RMS	Records Management System
RT	Regional Transit
SACOG	Sacramento Area Council of Governments
SCTMFD	Sacramento County Transportation Mitigation Fee
SHRA	Sacramento Housing and Redevelopment Agency
SLMD	Sacramento Landscape District
SMUD	Sacramento Municipal Utilities District
SSHCP	South Sacramento Habitat Conservation Plan
SPA	Special Planning Area
SWAT	Special Weapons and Tactics
SEMS	Standardized Emergency Management System
STA	State Transit Assistance
SNIP	Strong Neighborhoods Incentives Improvement Program
SRSP	Sunridge Specific Plan
SDCP	Sunrise Douglas Community Plan

TCRF	Traffic Congestion Relief Fund
TED	Training and Education Development
TED	Transient Enforcement Detail
TOD	Transient Oriented Development
TDA	Transportation Development Act
TEA-21	Transportation Efficiency Act of the 21 st Century
TFCA	Transportation Fund for Clean Air
USGBC	US Green Building Council
VLIHF	Very Low Income Housing Fund
VINS	Volunteers in Neighborhood Services
WC	Worker's Compensation



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