



City of Perris

PROPOSED OPERATING BUDGET
FISCAL YEARS
2015-16 & 2016-17



CITY OF PERRIS, CALIFORNIA
FISCAL YEARS 2017-2018 & 2018-2019
PROPOSED OPERATIONAL BUDGET

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CITY COUNCIL

Mayor Michael M. Vargas

Mayor Pro Tem David Starr Rabb

Council Member Rita Rogers

Council Member Tonya Burke

Council Member Malcolm Corona

Mission Statement

The City of Perris provides superior public services that enhance the quality of life for our community.



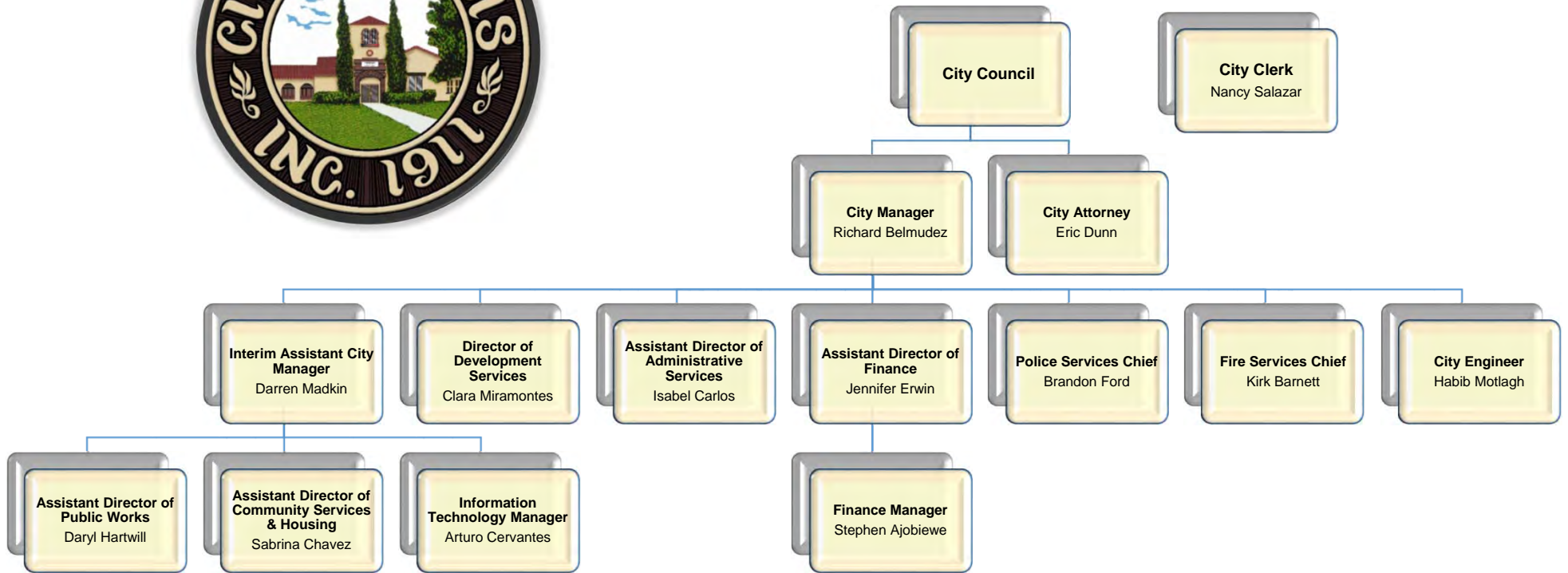
City of Perris Management Staff

Management

Richard Belmudez	City Manager
Darren Madkin	Interim Assistant City Manager
Clara Miramontes	Director of Development Services
Stephen Ajobiewe	Finance Manager
Isabel Carlos	Assistant Director of Administrative Services
Arturo Cervantes	Information Technology Manager
Sabrina Chavez	Assistant Director of Community Services & Housing
Jennifer Erwin	Assistant Director of Finance
Daryl Hartwill	Assistant Director of Public Works
Michael Morales	Capital Improvements Project Manager

Contractors

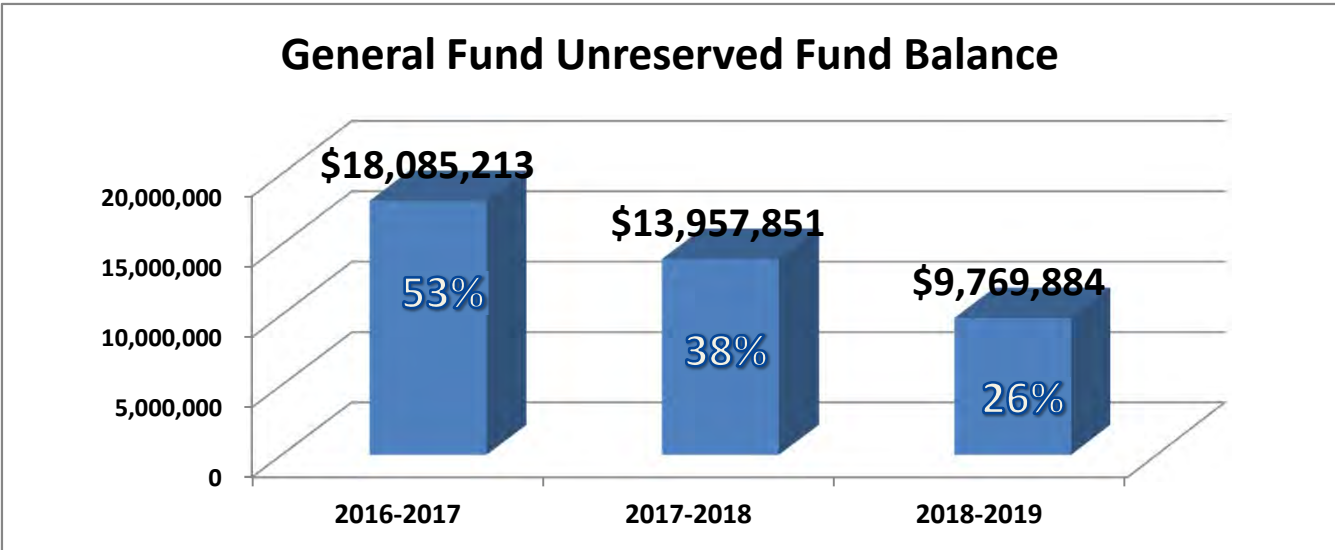
Eric Dunn	City Attorney
Habib Motlagh	City Engineer
Brandon Ford	Police Captain
Kirk Barnett	Battalion Chief



CITY OF PERRIS ORGANIZATIONAL CHART

GENERAL FUND UNRESERVED FUND BALANCE

FY 2016-2017, 2017-2018, 2018-2019 ESTIMATED



The percentages above are representative of the unreserved fund balance divided by the projected revenues of the applicable fiscal year. The City's current reserve policy is to maintain reserves at 35% of projected revenues.

PROPOSED
OPERATIONAL
BUDGET
FISCAL YEARS
2017-18 & 2018-19



CITY OF PERRIS, CALIFORNIA

STAFF OVERVIEW

FY 2017-18 & 2018-19

STAFF ALLOCATIONS BY FUND

	General	Street	Lndscpe	Flood		Health	Housing	CFD	Downtown	N Perris	Downtown	Solid	RDA	
	001	Lt 84-1	Maint	Control	CDBG	Grant	Authority	Admin	Water	Water	Sewer	Waste	Succ	
Fund	001	124	127	130	152	155	180	281	501	502	511	521	750	Total
Position														
Mayor	93.00%						7.00%							100%
City Council	93.00%						7.00%							100%
City Council	93.00%						7.00%							100%
City Council	93.00%						7.00%							100%
City Council	93.00%						7.00%							100%
City Clerk	96.00%						4.00%							100%
Planning Commissioners (7)	100.00%													100%
City Manager	70.00%						15.00%	5.00%	5.00%		5.00%			100%
Interim Assistant City Manager	55.00%						45.00%							100%
Director of Development Services	75.00%												25.00%	100%
Assistant Director of Admin Svcs	95.00%					5.00%								100%
IT Manager	100.00%													100%
Assistant Director of CS&Housing	50.00%						50.00%							100%
Assistant Director of Finance	63.75%	2.50%	2.50%	2.50%				7.50%	6.25%	6.25%	6.25%	2.50%		100%
Assistant Director of Public Works	61.00%	5.00%	5.00%						12.00%		12.00%	5.00%		100%
Finance Manager	47.75%	0.75%	0.75%	0.75%				3.00%	14.00%	14.00%	14.00%	5.00%		100%
CIP Manager	45.00%	15.00%		40.00%										100%
HR/Risk Supervisor	100.00%													100%
Counter Services Supervisor	100.00%													100%
Code Compliance Supervisor	100.00%													100%
Executive Assistant	95.00%							5.00%						100%
Management Analyst													100.00%	100%
PT Rec Leader	100.00%													100%
Admin Assistant III	55.00%	15.00%	30.00%											100%
Mechanic	100.00%													100%
Admin Assistant I	100.00%													100%
Senior ACO	100.00%													100%
Maintenance Worker I	100.00%													100%
Senior Accounting Specialist	75.30%						2.50%	0.95%	6.25%	6.25%	6.25%	2.50%		100%
Admin Assistant I	100.00%													100%
Rec Supervisor II	100.00%													100%
Maintenance Worker I	80.00%		20.00%											100%
Admin Assistant III	100.00%													100%
Grants Manager					100.00%									100%
Accounting Specialist I	49.40%	0.30%	0.30%	0.30%				7.20%	12.50%	12.50%	12.50%	5.00%		100%
PT Rec Leader	100.00%													100%
Accounting Specialist I	5.00%								30.00%	30.00%	30.00%	5.00%		100%
Admin Assistant II					50.00%		50.00%							100%
Rec Leader I	100.00%													100%
Admin Assistant I (Code)	100.00%													100%
Rec Coordinator	100.00%													100%
PT Rec Leader	100.00%													100%
Maintenance Worker I	100.00%													100%
Maint Crew Ldr	100.00%													100%
Rec Coordinator	100.00%													100%
Admin Assistant III	90.00%								5.00%		5.00%			100%

STAFF OVERVIEW

FY 2017-18 & 2018-19

STAFF ALLOCATIONS BY FUND

	General	Street	Lndscpe	Flood		Health	Housing	CFD	Downtown	N Perris	Downtown	Solid	RDA	
	Fund	Lt 84-1	Maint	Control	CDBG	Grant	Authority	Admin	Water	Water	Sewer	Waste	Succ	Total
Position	001	124	127	130	152	155	180	281	501	502	511	521	750	
Public Information Officer	100.00%													100%
IT Technician	100.00%													100%
Maintenance Worker I	100.00%													100%
PT Rec Leader	100.00%													100%
Maintenance Worker I	100.00%													100%
PT Rec Leader	100.00%													100%
Maintenance Worker III	100.00%													100%
Maintenance Worker III	100.00%													100%
Development Services Tech	100.00%													100%
Engin Intern (P/T 15 hrs)	50.00%			50.00%										100%
Public Works Manager	50.00%		50.00%											100%
Code Compliance Officer III	100.00%													100%
Director of Planning/Econ Devmt	50.00%												50.00%	100%
Planning Manager	100.00%													100%
Operations Supervisor (PW)	100.00%													100%
Special District Supervisor		25.00%	50.00%	25.00%										100%
Project Manager-Housing							100.00%							100%
Recreation Leader (P/T)-Sports	100.00%													100%
Recreation Leader (P/T)-Sports	100.00%													100%
Comm Svc Supervisor I/II-Leisure	100.00%													100%
Recreation Coordinator-Leisure***	100.00%													100%
Recreation Leader-Leisure***	100.00%													100%
Comm Svc Supervisor I/II-Senior	100.00%													100%
Building Official	100.00%													100%
Accountant I/II	10.00%							90.00%						100%
Human Resource Technician***	100.00%													100%
Human Resource Technician	100.00%													100%
Program Coordinator	100.00%													100%
Landscape Maint Dist Inspector	40.00%		60.00%											100%
Administrative Tech	100.00%													100%
Audio Visual Specialist	100.00%													100%
Plans Examiner***	100.00%													100%
Total Payroll by Fund	80.61%	1.33%	2.66%	1.77%	1.21%	2.34%	4.04%	1.06%	1.15%	0.97%	1.15%	0.31%	1.41%	100%

*** Position to be added in FY 2018-2019

Note: Positions in Red are new and "proposed" as part of this budget presentation

GENERAL FUND
OPERATIONAL
BUDGET
FISCAL YEARS
2017-18 & 2018-19

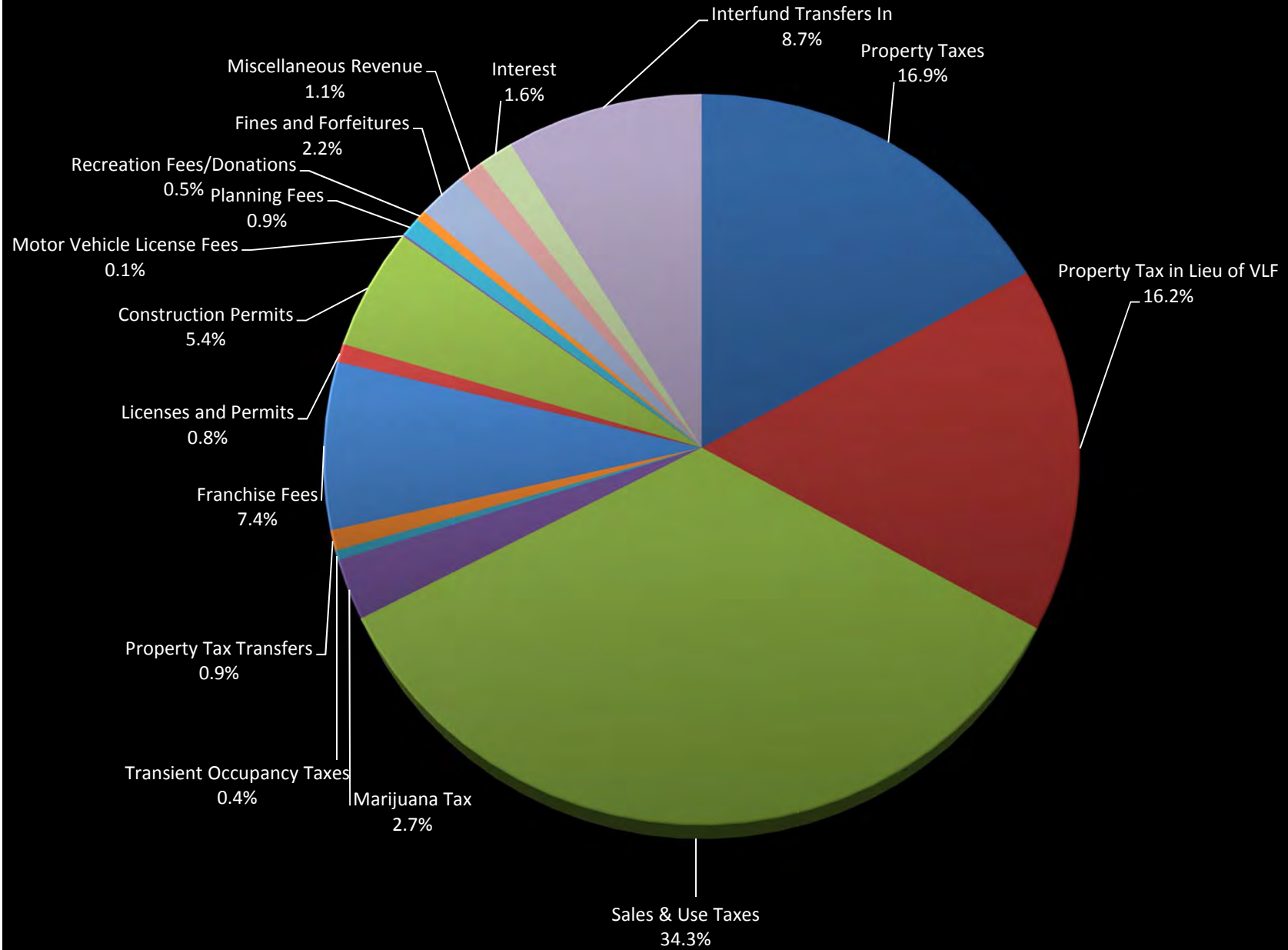


CITY OF PERRIS, CALIFORNIA

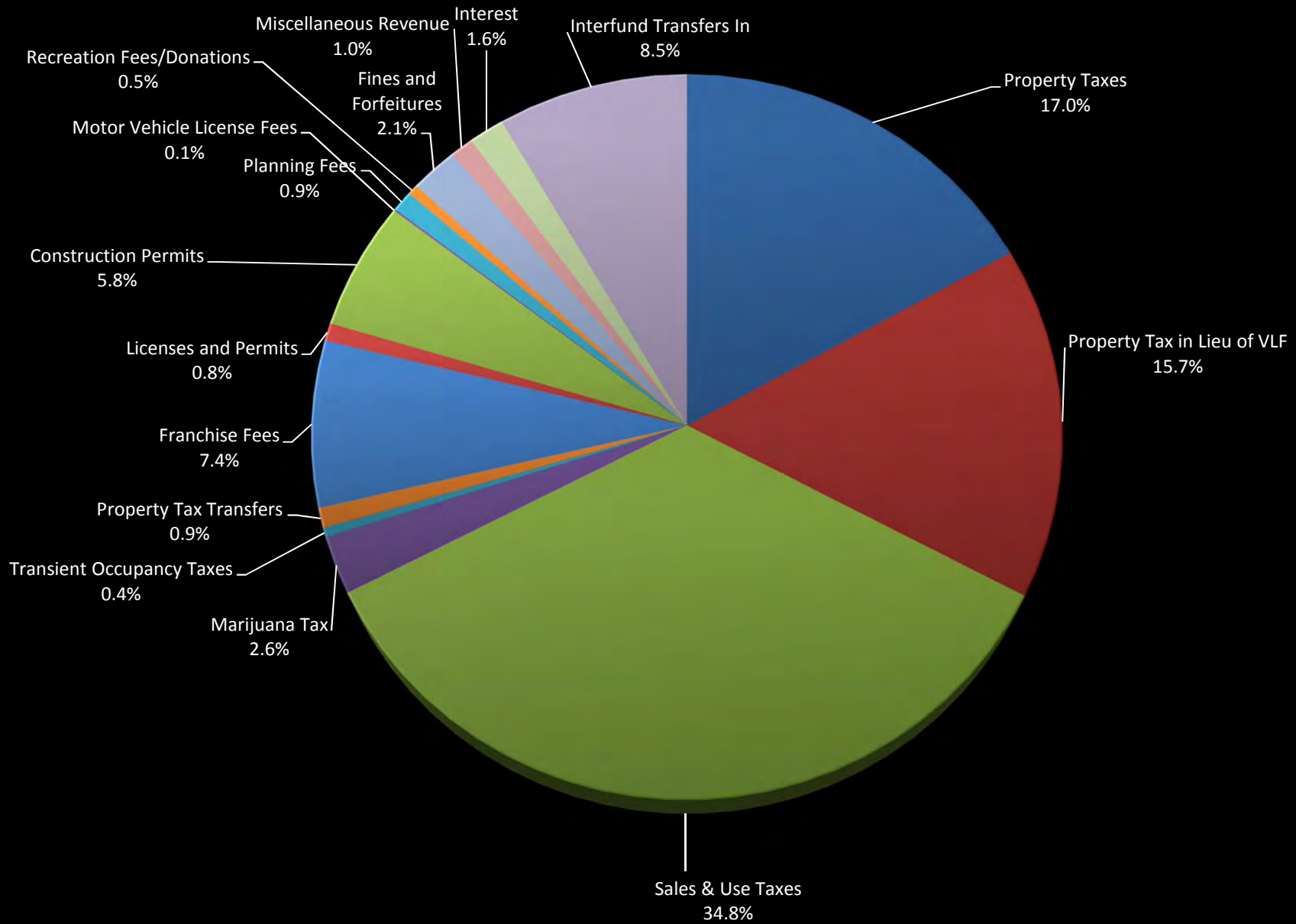
**FY 2017-18 & 2018-19
GENERAL FUND REVENUES BY SOURCE**

	FY 16-17 Budget	FY 16-17 YTD as of 5/31	Proposed	
			FY 17-18 Budget	FY 18-19 Budget
Revenues				
Property Taxes	5,369,619	2,863,262	6,283,384	6,550,464
Property Tax in Lieu of VLF	5,774,856	2,446,476	6,015,183	6,075,335
Sales & Use Taxes	11,063,852	4,481,232	12,732,551	13,450,577
Marijuana Tax	-	-	1,000,000	1,000,000
Transient Occupancy Taxes	126,000	80,175	156,651	159,784
Property Tax Transfers	191,231	126,601	334,538	341,229
Franchise Fees	2,962,184	1,207,937	2,757,896	2,871,956
Licenses and Permits	294,500	243,643	302,427	302,427
Construction Permits	2,095,402	1,051,029	2,022,578	2,224,836
Motor Vehicle License Fees	33,026	29,548	33,026	33,026
Planning Fees	339,973	702,469	322,049	354,254
Recreation Fees/Donations	190,936	110,407	173,341	175,069
Fines and Forfeitures	869,000	282,382	799,503	820,365
Miscellaneous Revenue	507,426	497,889	410,287	400,282
Interest	580,000	34,073	580,231	609,243
Interfund Transfers In	3,125,000	1,673,627	3,228,320	3,274,386
Total Revenues	33,523,005	15,830,750	37,151,965	38,643,233

FY 2017-2018 GENERAL FUND REVENUES BY SOURCE



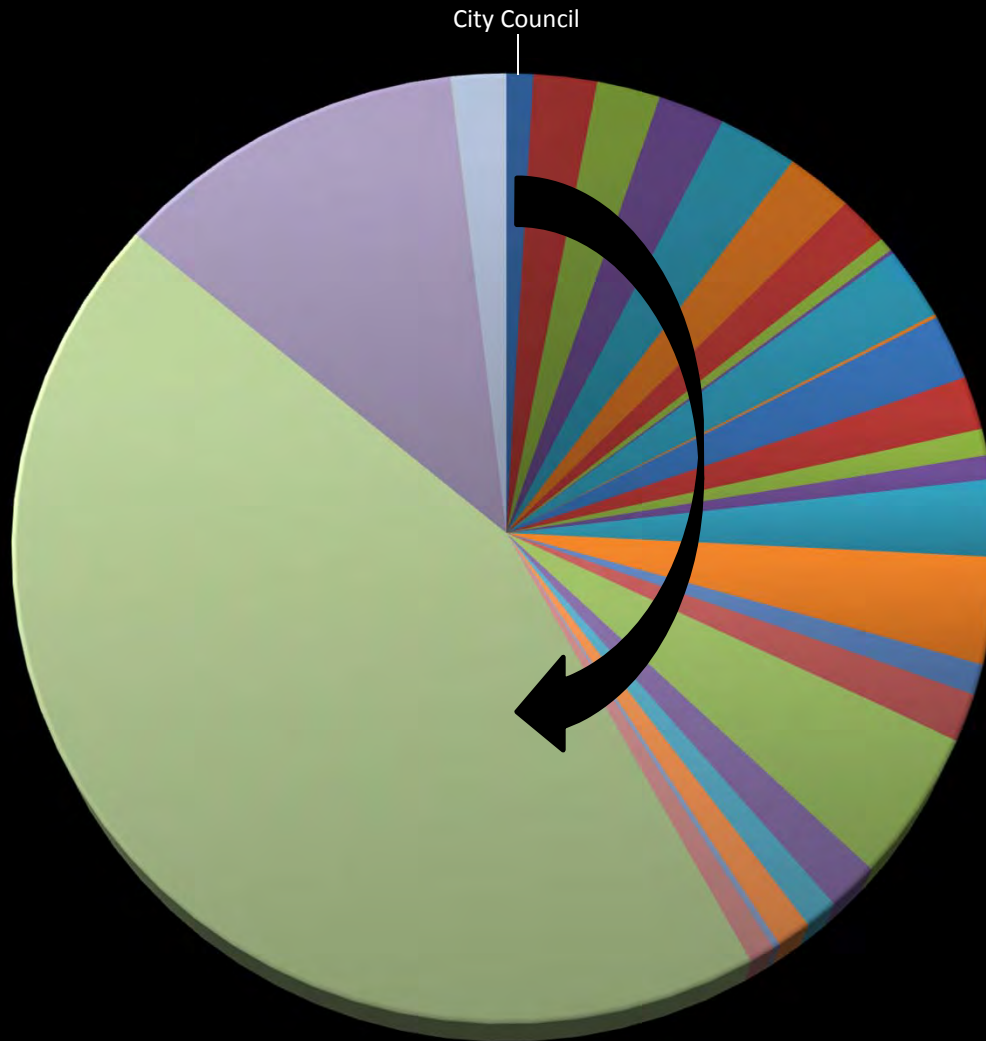
FY 2018-2019 GENERAL FUND REVENUES BY SOURCE



FY 2017-18 & 2018-19
GENERAL FUND EXPENDITURES BY DEPARTMENT

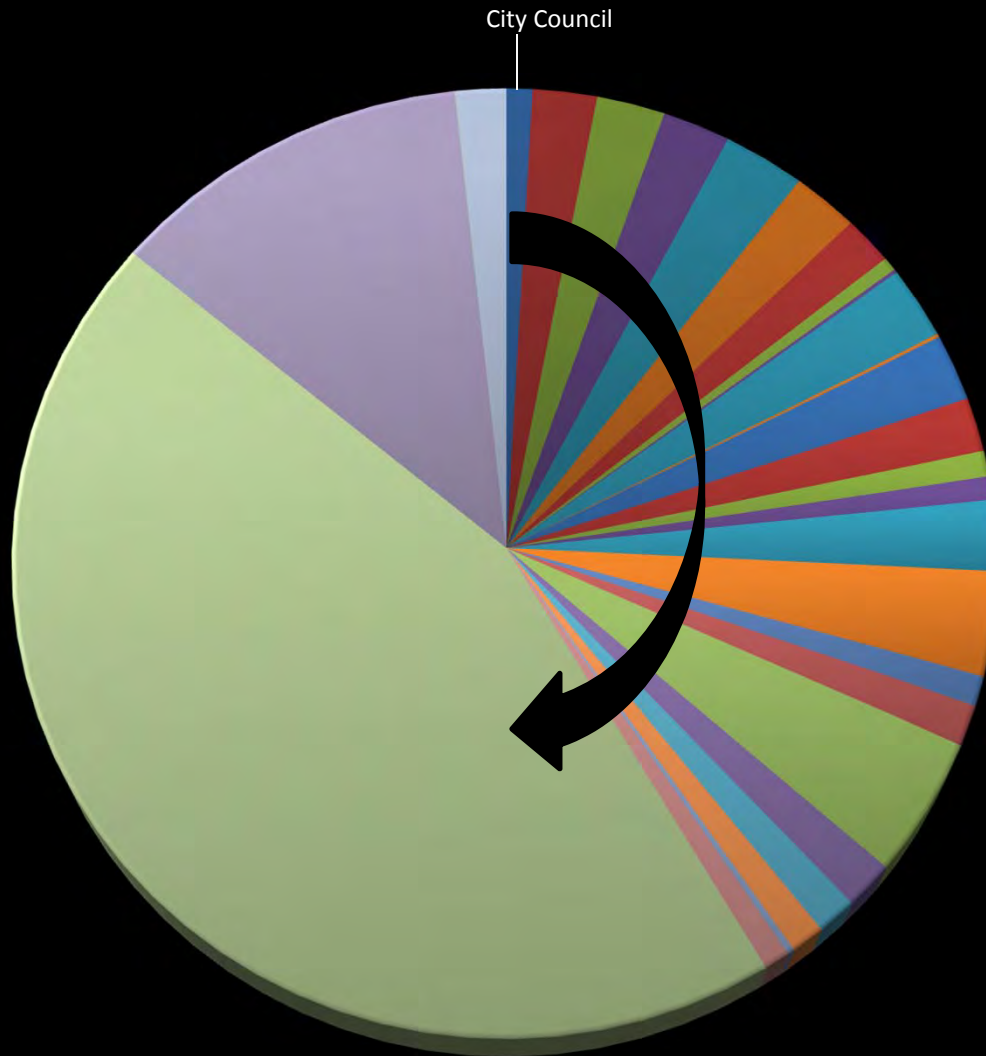
	FY 16-17 Budget	FY 16-17 YTD as of 5/31	Proposed	
			FY 17-18 Budget	FY 18-19 Budget
<u>Expenditures by Department</u>				
City Council	334,304	242,607	367,561	370,245
City Manager's Office	752,459	582,998	873,885	917,363
Human Resources/Risk Mgmt	608,165	488,908	870,990	973,322
Insurance	894,516	750,150	913,374	966,144
Internal Services	1,069,391	769,498	1,098,858	1,167,342
Information Technology	790,298	572,077	925,362	944,551
Administration	303,195	185,160	-	-
Finance	749,232	584,921	688,543	706,625
City Attorney	200,000	141,890	200,000	200,000
City Clerk	95,501	59,237	53,164	53,210
Planning	875,922	688,697	1,023,923	1,061,213
Planning Commission	48,944	29,960	50,022	50,721
Building	1,078,665	808,000	915,157	968,987
Code Enforcement	329,213	176,984	744,087	780,931
NPDES Administrative	370,446	144,173	370,057	370,909
Public Works - Engineering	329,059	231,517	333,685	337,287
Facilities Maintenance	862,006	676,594	1,070,685	1,019,034
Street Maintenance	1,222,241	866,589	1,475,916	1,498,944
Fleet Equipment	360,092	237,673	422,292	427,058
Animal Services	668,757	517,261	664,210	588,627
Parks	1,781,651	1,357,169	2,054,218	1,985,973
Community Services - Recreation	434,928	336,064	668,321	673,733
Community Services - Leisure	387,361	333,600	429,014	545,671
Community Services - Sports	454,565	320,432	448,130	457,291
Community Services - Media	90,842	69,418	93,024	94,540
Community Services - Senior Services	273,081	236,043	336,467	350,128
Police Services	15,775,342	10,361,146	17,938,393	18,789,862
Fire Services	4,520,166	1,984,083	4,885,704	5,198,023
Emergency Operations	16,000	12,030	16,000	16,000
Economic Development Committees	6,000	2,034	6,000	6,000
Housing Authority (Transfer Out)	582,137	-	742,285	711,463
Total Department Expenditures	36,264,479	23,766,913	40,679,327	42,231,197

FY 2017-2018 GENERAL FUND EXPENDITURES BY DEPARTMENT



- City Council 0.90%
- City Manager's Office 2.15%
- Human Resources/Risk Mgmt 2.14%
- Insurance 2.25%
- Internal Services 2.70%
- Information Technology 2.27%
- Administration 0.00%
- Finance 1.69%
- City Attorney 0.49%
- City Clerk 0.13%
- Planning 2.51%
- Planning Commission 0.12%
- Building 2.25%
- Code Enforcement 1.83%
- NPDES Administrative 0.91%
- Public Works - Engineering 0.82%
- Facilities Maintenance 2.63%
- Street Maintenance 3.63%
- Fleet Equipment 1.04%
- Animal Services 1.63%
- Parks 5.05%
- Community Services - Recreation 1.64%
- Community Services - Leisure 1.05%
- Community Services - Sports 1.10%
- Community Services - Media 0.23%
- Community Services - Senior Services 0.83%
- Police Services 44.10%
- Fire Services 12.01%
- Emergency Operations 0.04%
- Econ Devmt Committees 0.01%
- Transfer Out to Housing Authority 1.82%

FY 2018-2019 GENERAL FUND EXPENDITURES BY DEPARTMENT



- City Council 0.88%
- City Manager's Office 2.17%
- Human Resources/Risk Mgmt 2.30%
- Insurance 2.29%
- Internal Services 2.76%
- Information Technology 2.24%
- Administration 0.00%
- Finance 1.67%
- City Attorney 0.47%
- City Clerk 0.13%
- Planning 2.51%
- Planning Commission 0.12%
- Building 2.29%
- Code Enforcement 1.85%
- NPDES Administrative 0.88%
- Public Works - Engineering 0.80%
- Facilities Maintenance 2.41%
- Street Maintenance 3.55%
- Fleet Equipment 1.01%
- Animal Services 1.39%
- Parks 4.70%
- Community Services - Recreation 1.60%
- Community Services - Leisure 1.29%
- Community Services - Sports 1.08%
- Community Services - Media 0.22%
- Community Services - Senior Services 0.83%
- Police Services 44.49%
- Fire Services 12.31%
- Emergency Operations 0.04%
- Econ Devmt Committees 0.01%
- Transfer Out to Housing Authority 1.68%

OVERVIEW OF FUNDS
OPERATIONAL
BUDGET
FISCAL YEARS
2017-18 & 2018-19



CITY OF PERRIS, CALIFORNIA

FY 2017-18 & 2018-19 FUND SUMMARY
GENERAL FUND

	FY 16-17 Budget	Proposed	
		FY 17-18 Budget	FY 18-19 Budget
<u>Revenues</u>			
Property Taxes	5,369,619	6,283,384	6,550,464
Property Tax in Lieu of VLF	5,774,856	6,015,183	6,075,335
Sales & Use Taxes	11,063,852	12,732,551	13,450,577
Marijuana Tax	-	1,000,000	1,000,000
Transient Occupancy Taxes	126,000	156,651	159,784
Property Tax Transfers	191,231	334,538	341,229
Franchise Fees	2,962,184	2,757,896	2,871,956
Licenses and Permits	294,500	302,427	302,427
Construction Permits	2,095,402	2,022,578	2,224,836
Motor Vehicle License Fees	33,026	33,026	33,026
Planning Fees	339,973	322,049	354,254
Recreation Fees/Donations	190,936	173,341	175,069
Fines and Forfeitures	869,000	799,503	820,365
Miscellaneous Revenue	507,426	410,287	400,282
Interest	580,000	580,231	609,243
Interfund Transfers In	3,125,000	3,228,320	3,274,386
Total Revenues	33,523,005	37,151,965	38,643,233
<u>Expenditures</u>			
General Government	3,839,154	3,985,505	4,171,316
Public Works & Engineering	5,594,252	6,391,063	6,227,832
Community Services & Recreation	1,640,777	1,974,956	2,121,363
Planning & Building	2,332,744	2,733,189	2,861,852
Public Safety	20,311,508	22,840,097	24,003,885
Internal Services	1,963,907	2,012,232	2,133,486
Interfund Transfers Out	582,137	742,285	711,463
Total Expenditures	36,264,479	40,679,327	42,231,197
Net Surplus (Deficit) of Current Resources	(2,741,474)	(3,527,362)	(3,587,964)

The General Fund is accounted for using current financial resources.

Any shortfalls shown are estimates based on conservative budgeting practices.

Any shortfalls realized at the end of each fiscal year will be covered by reserves.

FY 2017-18 & 2018-19 FUND SUMMARY
SPECIAL REVENUE FUNDS
COMMUNITY ECONOMIC DEVELOPMENT CORPORATION

	FY 16-17 Budget	Proposed	
		FY 17-18 Budget	FY 18-19 Budget
Revenues			
Rental & Sign Lease Income	92,000	92,000	92,000
Interest	20,200	20,500	20,500
Total Revenues	112,200	112,500	112,500
Expenditures			
Administrative	232,207	200,863	-
Community Sponsorship	98,000	5,000	5,000
Economic Development Programs	2,095,047	961,093	-
Capital Projects	3,130,605	2,394,951	-
Total Expenditures	5,555,859	3,561,907	5,000
Net Surplus (Deficit) of Current Resources	(5,443,659)	(3,449,407)	107,500

The Community Economic Development Corporation was formed using excess funds from RDA Successor Agency. The \$6.9M interfund transfer that occurred in FY 13/14 will be used to finance economic development programs, capital projects, and sponsorships in the Perris Community in future years. Due to this, a shortfall in revenue vs. expenditures is expected until the total financial resource is expended.

**FY 2017-18 & 2018-19 FUND SUMMARY
DOWNTOWN WATER SYSTEM**

	FY 16-17 Budget	Proposed	
		FY 17-18 Budget	FY 18-19 Budget
Revenues			
Charges for Service	2,968,800	2,575,300	2,575,300
Total Revenues	2,968,800	2,575,300	2,575,300
Expenditures			
Administrative	203,896	183,277	188,057
Operations	2,999,830	2,989,440	2,975,974
Capital Projects	5,611,730	5,611,730	-
Interfund Transfers Out	-	-	-
Total Expenditures	8,815,456	8,784,447	3,164,031
Net Surplus (Deficit) of Current Resources	(5,846,656)	(6,209,147)	(588,731)

**FY 2017-18 & 2018-19 FUND SUMMARY
NORTH PERRIS WATER SYSTEM**

	FY 16-17 Budget	Proposed	
		FY 17-18 Budget	FY 18-19 Budget
Revenues			
Charges for Service	1,065,743	859,600	859,600
Total Revenues	1,065,743	859,600	859,600
Expenditures			
Administrative	196,480	166,176	170,740
Operations	1,086,159	1,087,516	1,020,756
Total Expenditures	1,282,639	1,253,692	1,191,496
Net Surplus (Deficit) of Current Resources	(216,896)	(394,092)	(331,896)

**FY 2017-18 & 2018-19 FUND SUMMARY
SEWER SERVICES**

	FY 16-17 Budget	Proposed	
		FY 17-18 Budget	FY 18-19 Budget
Revenues			
Charges for Service	1,990,876	2,000,500	2,000,500
Total Revenues	1,990,876	2,000,500	2,000,500
Expenditures			
Administrative	170,162	152,677	157,457
Operations	2,212,779	2,250,860	2,087,744
Total Expenditures	2,382,941	2,403,537	2,245,201
Net Surplus (Deficit) of Current Resources	(392,065)	(403,037)	(244,701)

**FY 2017-18 & 2018-19 FUND SUMMARY
SOLID WASTE MANAGEMENT**

	FY 16-17 Budget	Proposed	
		FY 17-18 Budget	FY 18-19 Budget
Revenues			
Charges for Service	1,140,000	1,140,000	1,140,000
Total Revenues	1,140,000	1,140,000	1,140,000
Expenditures			
Administration & Operations	1,294,520	1,303,395	1,194,245
Total Expenditures	1,294,520	1,303,395	1,194,245
Net Surplus (Deficit) of Current Resources	(154,520)	(163,395)	(54,245)

**FY 2017-18 & 2018-19 FUND SUMMARY
HOUSING AUTHORITY**

	FY 16-17 Budget	Proposed	
		FY 17-18 Budget	FY 18-19 Budget
Revenues			
Program Income	-	23,500	23,500
Interfund Transfers In	485,187	742,285	711,463
Total Revenues	485,187	765,785	734,963
Expenditures			
Administration & Operations	1,092,034	1,092,571	1,029,959
Total Expenditures	1,092,034	1,092,571	1,029,959
Net Surplus (Deficit) of Current Resources	(606,847)	(326,786)	(294,996)

The net deficit in this fund is usually covered by loan payoffs. An adjusting entry is recorded in this fund at the end of each fiscal year and a reconciliation is done to confirm this fund does not have a running deficit year-to-year.

**FY 2017-18 & 2018-19 FUND SUMMARY
REDEVELOPMENT SUCCESSOR AGENCY**

	FY 16-17 Budget	Proposed	
		FY 17-18 Budget	FY 18-19 Budget
Revenues			
Property Tax Increment	5,957,211	5,755,000	5,755,000
Total Revenues	5,957,211	5,755,000	5,755,000
Expenditures			
Debt Service & Administrative	6,070,799	5,828,314	5,505,000
Total Expenditures	6,070,799	5,828,314	5,505,000
Net Surplus (Deficit) of Current Resources	(113,588)	(73,314)	250,000

As the RDA Successor Agency winds down to just bond payments, all financial resources received from tax increment will be used to finance personnel and administrative costs until completely expended. Any shortfalls in these funds will be supported by the Community Economic Development Corporation.

In FY 18/19, the California Department of Finance will notify us if they plan to continue providing the \$250k per year for administration of the RDA Successor Agency operations. If they do not continue, the budget for personnel will be moved to the CEDC.

FY 2017-18 & 2018-19 FUND SUMMARY
PUBLIC FINANCING AUTHORITY & JOINT POWERS AUTHORITY

	FY 16-17 Budget	Proposed	
		FY 17-18 Budget	FY 18-19 Budget
Revenues			
Interfund Transfer In & Interest Income	8,935,667	9,031,563	8,612,300
Total Revenues	8,935,667	9,031,563	8,612,300
Expenditures			
Debt Service & Administrative	17,558,614	17,783,963	13,116,950
Total Expenditures	17,558,614	17,783,963	13,116,950
Net Surplus (Deficit) of Current Resources	(8,622,947)	(8,752,400)	(4,504,650)

*Each PFA and JPA fund is accounted for using current financial resources.
Any shortfalls shown when comparing revenues to expenditures are not losses affecting the net position of the fund. Financial resources not realized as revenue, similar to reserves or an asset, are used to cover these amounts*

**FY 2017-18 & 2018-19 FUND SUMMARY
COMMUNITY FACILITIES DISTRICTS**

	FY 16-17	Proposed	
	Budget	FY 17-18	FY 18-19
		Budget	Budget
Revenues			
Property Taxes & Special Assessments	16,156,831	16,109,277	16,160,841
Total Revenues	16,156,831	16,109,277	16,160,841
Expenditures			
Debt Service & Administrative	16,381,435	16,164,292	16,164,851
Total Expenditures	16,381,435	16,164,292	16,164,851
Net Surplus (Deficit) of Current Resources	(224,604)	(55,015)	(4,010)