

TUSTIN



BUILDING OUR FUTURE
HONORING OUR PAST

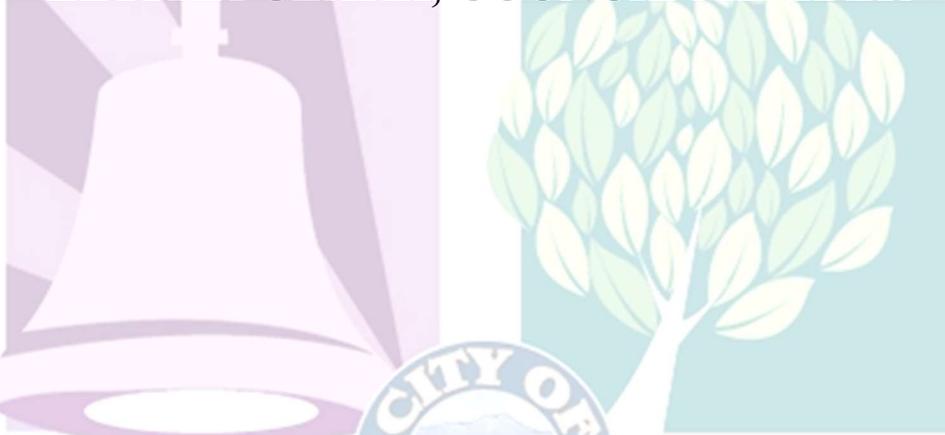
ADOPTED BIENNIAL BUDGET FISCAL YEAR 2017-2019

TUSTIN CITY COUNCIL

DR. ALLAN BERNSTEIN, MAYOR
ELWYN A. MURRAY, MAYOR PRO TEM

REBECCA “BECKIE” GOMEZ, COUNCIL MEMBER
CHARLES E. “CHUCK” PUCKETT, COUNCIL MEMBER
LETITIA CLARK, COUNCIL MEMBER

COMMUNITY



DAVID E. KENDIG, CITY ATTORNEY

MANAGEMENT STAFF

JEFFREY C. PARKER, CITY MANAGER / CITY TREASURER
ELIZABETH A. BINSACK, DIRECTOR OF COMMUNITY DEVELOPMENT
**JOHN A. BUCHANAN, ACTING DIRECTOR OF FINANCE / DIRECTOR OF
ECONOMIC DEVELOPMENT**
CHARLES CELANO, CHIEF OF POLICE
DOUGLAS S. STACK, DIRECTOR OF PUBLIC WORKS
DAVID A. WILSON, DIRECTOR OF PARKS AND RECREATION
DERICK YASUDA, DIRECTOR OF HUMAN RESOURCES



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MESSAGE OF THE CITY MANAGER

TUSTIN



BUILDING OUR FUTURE
HONORING OUR PAST



City of Tustin

300 Centennial Way
Tustin, CA 92780
714.573.3010
FAX 714.838.1602



Office of the City Manager

TO: HONORABLE MAYOR AND MEMBERS OF CITY COUNCIL

FROM: JEFFREY C. PARKER, CITY MANAGER

RE: PROPOSED BIENNIAL PROGRAM AND FINANCIAL PLAN
FOR FISCAL YEARS 2017-19 AND 2017-19 AND CAPITAL
IMPROVEMENT PROGRAM

This is the two-year budget for the City of Tustin as part of our strategic plan to enhance our financial sustainability. Council adopted this type of budget to improve our financial projections and to focus on programs essential to providing quality services to our community. Transmitted herewith are the proposed Biennial Program and Financial Plan and Capital Improvement Program for Fiscal Years 2017-18 and 2018-19. The Program and Financial Plan is the operating budget for all City services. The Capital Improvement Program (a separate document) includes projects for fiscal year 2017-18 and projects programmed for a seven-year period.

Program and Financial Plan

The adopted General Fund operating budgets include reserves consistent with City Council policy (20 percent of annual operating) and maintains core City services at levels established by the City Council during the FY 2014-2015 budget. The FY 2017-18 and 2018-19 budgets once again are challenging. We anticipate that revenues will increase slightly over the next two fiscal years approximately 3.5 percent from prior fiscal year which requires managing expenditures to balance the budget and continue to provide core City services.

Each year the City Council is faced with decisions about allocating limited resources among a wide variety of needs. Bridging the gap requires choices. Over the years, City Councils have placed a very high priority on the City's long-term financial stability and

maintained service levels as high as possible. The City Council's philosophy on fiscal stability, together with high productivity put forth by City staff, has allowed the City to maneuver through challenging times.

A major factor facing the sustainability of future budgets is our effort to address the City's pensions and unfunded liabilities. The City Council has directed staff to develop a strategy to significantly reduce or eliminate our unfunded liability. By accomplishing this, we will reduce the annual impact to the general fund, insuring the financial stability necessary to provide quality services to our community.

On a positive note, the local and national economy continues to remain strong, which we believe will continue throughout the next two fiscal years. The positive movement in the economy over the past few years, as well as our substantial development activity has allowed us to correct the negative trend we were facing and place us in the proper position for developing a strong financial future for Tustin. The following are some key elements that make up our biennial budget.

REVENUE

Total General Fund projected revenues and transfer-in is \$58.8 million for FY 2017-18 and \$59.2 million FY 2018-19. Sales tax revenue represents 41.6 percent of total General Fund operating income for FY 2017-18 and 42.3 percent for FY 2018-19. Its performance is vital to the funding of core City services. The projected sales tax revenue for FY 2017-18 and FY 2018-19 is expected to increase over FY 2016-17 by 3.1 percent.

A 3.1 percent increase in sales tax revenue over the next two fiscal years reflects a healthy stable economy. Staff is comfortable with the projected amounts for FY 2016-17, 2017-18 and 2018-19 but also mindful of the fact that sales tax trends must be carefully monitored throughout the year.

Property tax revenue for FY 2017-18 and 2018-19 reflects a 2.4 percent increase for each year based on information from the City's property tax consultants and information from the County Assessor. This is a positive trend because property tax revenue was relatively flat several fiscal years ago. As with sales tax, property tax revenue represents 16.2% of total General Fund operating revenues and will be carefully monitored throughout the year.

A consolation to the City with the dissolution of the Redevelopment Agency (RDA) is that the City is receiving its share of former RDA tax increment (property taxes). The City is projected to receive \$1.6 million each fiscal year for FY 2016-17, FY 2017-18 and FY 2018-19. Staff is being conservative in this estimate and any additional revenue will add to the General Fund Fund Balance.

The development and opening of the two Marriott Hotels in June 2013 is providing several financial and business enhancements to our community. The hotels provide businesses with both a location to conduct their activities as well as providing a venue for visitors to our community. The Hotel Bed Tax is expected to generate approximately \$1.6 million each year.

OPERATION

The adopted budget for all funds is \$249.3 million for FY 2017-18 and \$112.6 million for FY 2018-19. Of this amount, the total operating budget is \$114.4 million and the capital improvement budget is \$134.9 million for FY 2017-18. For FY 2018-19, the total operating budget is \$103.5 million and the capital improvement budget is \$9.1 million. The General Fund totals \$60 million for FY 2017-18, which is 24.8 percent of the total operating and capital budget, and for FY 2018-19 the General Fund totals \$61.9 million, which is 56.8 percent of the total operating and capital budget. It is anticipated that a portion of the capital improvement budget for FY 2017-18 will shift to FY 2018-19 based on project schedule

and timelines.

Although projected revenues are expected to decrease 9.4 percent in FY 2017-18 and 31.9 percent in FY 2018-19 from FY 2016-17, all departments adjusted their needs to ensure the budget balanced without impairing core City services. This budget does not anticipate land sales in FY 2018-19, and that explains the decrease in revenues. This budget reflects a substantial increase in capital improvement projects funded from Land Sale Proceeds and Backbone Fee funds. Most notable projects are the design and construction of a new building at the Corporate Yard to accommodate the Emergency Operation Center and the continued development of the Tustin Legacy.

As indicated in last year's budget, other costs that affect the General Fund and limit the ability of the City to contain costs are regulatory requirements. In FY 2017-18 the General Fund will incur \$1.3 million dollars in expenses to fund State and Federal mandated water quality regulations, and \$1.5 million dollars will be expended on maintenance of public rights-of-way in order to qualify for Renewed Measure M funding. Added to this in the future will be the unknown costs associated with mandates imposed by the State (SB 375 and AB 32). These bills require cities to entitle higher density developments and link air quality to transportation planning.

The City received a court judgment of \$18 million in regards to City funds due to the former RDA. The judgment requires the City to pay the funds with an interest calculation of the Local Agency Investment Fund interest rate at the time the debt occurred, which was 2.54 percent. Total amount due was \$21 million. The City will make its last payment of \$3.2 million to the Successor Agency in December 2017.

Reserve Policy

The General Fund reserve based on proposed FY 2017-18 expenditures and revenue is

35.3 percent and 29.9 percent for FY 2017-18 and FY 2018-19, respectively. This decrease in the General Fund reserve is primarily due to increased labor costs totaling 1.9 million in FY 2018-2019. Budgeted expenditures are expected to exceed estimated revenues for FY 2017-18 by \$1.2 million and by \$2.7 million for FY 2018-19. FY 2016-17 revenues are expected to be \$1.3 million higher than what was budgeted due to the increase in building activity, and expenditures are expected to be relatively unchanged. The FY 2016-17 General Fund reserve is estimated to be 37.3 percent of annual operating expenditures. This amount is consistent with City Council policy of maintaining a General Fund reserve of 20 percent and provides the financial base insuring a strong future for the City of Tustin.

The other major operating fund is the Water Enterprise Fund. The last several years of drought and drought enforcement has reduced revenues and expenditures in the Water Enterprise Fund. Since drought restrictions have been lifted, Staff is anticipating that revenues and expenditures will increase as water customers resume normal watering patterns. The proposed FY 2017-18 Water Operating Fund budget is \$17.5 million and \$17.8 million for FY 2018-19. A list and description of proposed FY 2017-18 and FY 2018-19 water system improvement projects are contained in the Capital Improvement Plan document. The final year of the water rate increase from the 2010 five-year program was FY 2014-15. Due to the complications of the serious drought California is experiencing and in light of the recent court ruling regarding Proposition 218 and tiered rates, staff will analyze the need for another possible rate adjustment program and bring it back to the City Council during FY 2017-18.

As noted above, cuts in expenditures, planned use of reserves/revenue carry-overs, and careful management of internal service funds have been utilized. Careful monitoring of revenue and expenses coupled with the mid-year budget review made it possible for the City to take timely corrective actions when warranted. Fiscal years 2017-18 and 2018-19 will certainly be no different.

Capital Improvement Program Budget

The fiscal year 2017-18 Capital Improvement Program budget includes \$134.9 million in projects. The Capital Improvement Program budget provides a description of each project by type (water, street improvement, flood control, traffic signal, park, etc.) and location.

The Capital Improvement Program budget also includes \$116.7 million in projects programmed over a seven-year period (2017-18 through 2023-24). The seven-year Capital Improvement Program is updated each year as resources become available and priorities are re-assessed. The funding allocation for many capital improvement projects is restricted by law for specific purposes. Gas Tax, Measure M, water revenue, and any bond proceeds are earmarked solely for capital improvement projects. Historically, some amount is contributed from the General Fund, which will completely fund certain projects and supplement restricted funds for others. The amount of General Fund income available depends on the City's overall financial health and demands on General Fund income for day-to-day services. No General Fund transfer to capital improvement funds will be made in FY 2017-18 or FY 2018-19. Given the City's large investment in infrastructure and other public assets, financing of capital improvement projects will continue to be a significant budget consideration. Many of our future expenditures will have a direct correlation to the Disposition of Property in the Tustin Legacy.

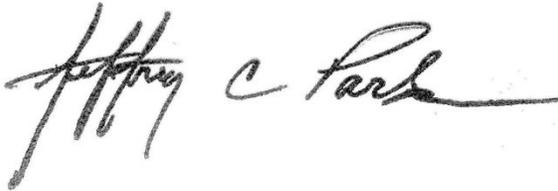
Tustin Legacy Development

The development of the former Marine Corp Air Station known as Tustin Legacy continues. The City sold land to CalAtlantic (formerly, Standard Pacific) for a residential development

of 375 homes known as Greenwood. Recently, CalAtlantic sold the 350th home within the Greenwood development and it is anticipated that the 375th home would be sold by the end of the calendar year. Currently, the City is finalizing negotiations for the sale of land to Lincoln Property Company Commercial regarding the Flight development at the corner of Armstrong and Barranca. As development continues to be completed, staff is monitoring the costs of providing public services and maintaining streets, sidewalks and parks, which are funded by a service tax provided by the various Community Facility Districts.

TUSTIN WHERE THE LEGACY NEVER ENDS

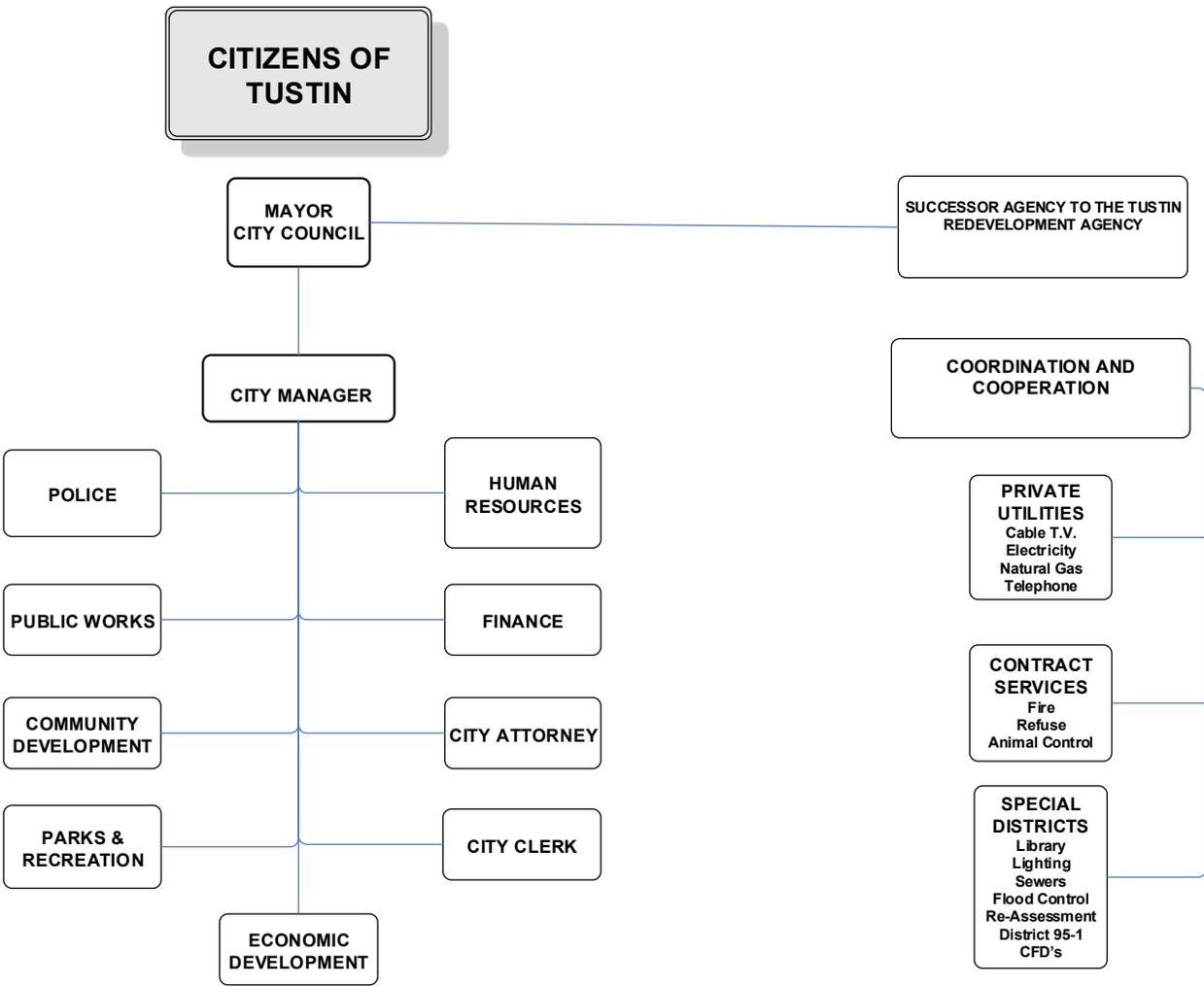
Respectfully,

A handwritten signature in black ink, appearing to read "Jeffrey C. Parker". The signature is written in a cursive, flowing style.

Jeffrey C. Parker
City Manager



CITY OF TUSTIN ORGANIZATIONAL CHART FISCAL YEAR 2017-19





RESOLUTIONS

RESOLUTION NO. 17-29

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF TUSTIN, CALIFORNIA, ADOPTING THE CITY BUDGET AND APPROPRIATING FROM THE ANTICIPATED REVENUES OF THE CITY FOR THE FISCAL YEAR 2017-2018

WHEREAS, in accordance with Section 1415 of the Tustin City code, the City Manager has prepared and submitted to the City Council a Proposed Biennial Budget for the 2017-2019 fiscal years, beginning July 1, 2017; and

WHEREAS, the City Council, as the legislative body of the City, has reviewed the proposed biennial budget;

NOW, THEREFORE, the City Council of the City of Tustin does hereby resolve, determine and order as follows:

SECTION 1. A certain document is on file in the office of the City Clerk of the City of Tustin, being marked and designated "City of Tustin Proposed Biennial Budget 2017-2019". Said document, as prepared by the City Manager and reviewed by the City Council, is hereby adopted for the fiscal year commencing July 1, 2017;

SECTION 2. The following sums of money are hereby appropriated from the anticipated revenues of the City of Tustin for the 2017-2018 fiscal year.

GOVERNMENTAL FUNDS

General Fund:

• City Council	\$ 42,600
• City Clerk	548,000
• City Attorney	550,000
• City Manager	1,759,820
• Finance	1,457,900
• Human Resources	922,425
• Community Development	3,397,750
• Public Works	11,447,600
• Police	26,734,040
• Fire	7,476,100
• Parks & Recreations	3,941,390
• Non Departmental	1,694,700
<hr/>	
Total General Fund Appropriations:	\$ 59,972,325
Capital Projects	10,777,408
Tustin Street Lighting	654,000



 2017-19 FY OPERATING AND CAPITAL IMPROVEMENT BUDGET

Tustin Landscape & Lighting District	1,073,700
Equipment Replacement Fund	3,248,806
Information Technology	2,147,500
Risk Management Funds	1,953,992
Backbone Fee Fund	33,550,000
Proceeds of Land Sale Fund	38,140,120
Obligation Reimb. From Succ. Agen.	<u>600</u>
TOTAL GOVERNMENTAL FUNDS	\$ 151,518,451

SPECIAL REVENUE FUNDS

SCAQMD Fund	\$ 100,200
Asset Forfeiture	0
Supplemental Law Enforcement	115,100
CDBG	1,545,547
Cable PEG Fees	50,000
Measure M/M2	13,618,294
Gas Tax	3,487,504
Park Development	6,206,709
Special Events	420,853
Assessment District 95-1 / 95-2	388,200
2010 MCAS TABs	15,017,669
Community Facilities Districts / Tax B	<u>19,667,137</u>
TOTAL SPECIAL REVENUE FUNDS	\$ 60,617,213

WATER ENTERPRISE FUNDS

Operations/Debt Service	\$ 17,549,830
Capital Improvements	8,739,611
Capital Outlay	<u>10,457,379</u>
TOTAL WATER ENTERPRISE FUNDS	\$ 36,746,820

GRAND TOTAL	<u>\$ 248,882,484</u>
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2017-19 FY OPERATING AND CAPITAL IMPROVEMENT BUDGET

PASSED AND ADOPTED at a regular meeting of the City Council of the City of Tustin, California, held on the 20TH day of June, 2017.

DR. ALLAN BERNSTEIN,
Mayor

ATTEST:

ERICA RABE,
City Clerk

STATE OF CALIFORNIA)
COUNTY OF ORANGE) SS
CITY OF TUSTIN)

I, Erica Rabe, City Clerk and ex-officio Clerk of the City Council of the City of Tustin, California, do hereby certify that the whole number of the members of the City Council of the City of Tustin is five; that the above and foregoing Resolution No. 17-29 was duly passed and adopted at a regular meeting of the Tustin City Council, held on the 20TH day of June, 2017, by the following vote:

COUNCILMEMBER AYES: Bernstein, Murray, Gomez, Clark (4)
COUNCILMEMBER NOES: _____
COUNCILMEMBER ABSTAINED: _____
COUNCILMEMBER ABSENT: Puckett (1)

ERICA RABE,
City Clerk



2017-19 FY OPERATING AND CAPITAL IMPROVEMENT BUDGET

RESOLUTION NO. 17-30

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF TUSTIN, CALIFORNIA, DETERMINING AND ADOPTING AN APPROPRIATION LIMIT FOR THE FISCAL YEAR 2017-2018 IN ACCORDANCE WITH ARTICLE XIII B OF THE CONSTITUTION OF THE STATE OF CALIFORNIA, AND SECTION 7910 OF THE GOVERNMENT CODE

The City Council of the City of Tustin does hereby resolve as follows:

WHEREAS, Article XIII B was added to the Constitution of the State of California at a general election held November 6, 1989; and

WHEREAS, an annual appropriation limit must be determined for this City effective for the fiscal year beginning July 1, 2017; and

WHEREAS, the appropriation limit must be adhered to in preparing and adopting this City's Annual Budget;

NOW, THEREFORE, the City Council of the City of Tustin does hereby resolve and order as follows:

Section 1: In accordance with Article XIII B of the Constitution of the State of California, and Section 7910 of the Government Code, and as set forth in detail in the Attached Exhibit "A", that the appropriation limit for the fiscal year beginning July 1, 2017 through June 30, 2018 is \$86,379,313.

Section 2: The appropriation limit shall not be exceeded in the adopted budget or by any proposed amendment to the budget.

PASSED AND ADOPTED at a regular meeting of the City Council of the City of Tustin held on the 20TH day of June, 2017.



2017-19 FY OPERATING AND CAPITAL IMPROVEMENT BUDGET

DR. ALLAN BERNSTEIN,
Mayor

ERICA RABE,
City Clerk

STATE OF CALIFORNIA)
COUNTY OF ORANGE) SS
CITY OF TUSTIN)

I, Erica Rabe, City Clerk and ex-officio Clerk of the City Council of the City of Tustin, California, do hereby certify that the whole number of the members of the City Council of the City of Tustin is five; that the above and foregoing Resolution No. 17-30 was duly passed and adopted at a regular meeting of the Tustin City Council, held on the 20TH day of June, 2017, by the following vote:

COUNCILMEMBER AYES: Bernstein, Murray, Gomez, Clark (4)
COUNCILMEMBER NOES: _____
COUNCILMEMBER ABSTAINED: _____
COUNCILMEMBER ABSENT: Puckett (1)

ERICA RABE,
City Clerk



2017-19 FY OPERATING AND CAPITAL IMPROVEMENT BUDGET

RESOLUTION NO. 17-31

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF TUSTIN AMENDING THE CLASSIFICATION AND COMPENSATION PLANS FOR THE CITY OF TUSTIN

WHEREAS, the City Council of the City of Tustin, California ("the City") has authorized and directed, under the provisions of the City's Personnel Rules, Resolution No. 15-50, the preparation of a Classification and Compensation Plan for all employees in the City service; and

WHEREAS, Resolution No. 15-50 requires that amendments or revisions to the Classification and Compensation Plans be approved by resolution of the City Council; and

WHEREAS, the City Council has periodically amended the Classification and Compensation Plans when appropriate; and

WHEREAS, the City has determined the need to amend the Classification and Compensation Plans for the Fiscal Year 2017-18 budget with the classifications and corresponding salary ranges listed in Appendix A and hereby incorporated by reference.

NOW, THEREFORE, BE IT RESOLVED that the City Council of the City of Tustin authorizes staff to implement the provisions of this Resolution and modify the City's Classification and Compensation Plans to reflect the changes approved in this Resolution.

PASSED AND ADOPTED at a regular meeting of the City Council of the City of Tustin held on the 20th day of June 2017.

DR. ALLAN BERNSTEIN,
Mayor

ATTEST:

ERICA N. RABE,
City Clerk



2017-19 FY OPERATING AND CAPITAL IMPROVEMENT BUDGET

STATE OF CALIFORNIA)
COUNTY OF ORANGE) SS
CITY OF TUSTIN)

I, Erica N. Rabe, City Clerk and ex-officio Clerk of the City Council of the City of Tustin, California, do hereby certify that the whole number of the members of the City Council of the City of Tustin is five; that the above and foregoing Resolution No. 17-31 was duly passed and adopted at a regular meeting of the Tustin City Council, held on the 20th day of June 2017, by the following vote:

COUNCILMEMBER AYES: Bernstein, Murray, Gomez, Clark (4)
COUNCILMEMBER NOES: _____
COUNCILMEMBER ABSTAINED: _____
COUNCILMEMBER ABSENT: Puckett (1)



ERICA N. RABE,
City Clerk



2017-19 FY OPERATING AND CAPITAL IMPROVEMENT BUDGET

CITY OF TUSTIN SALARY SCHEDULE

FULL-TIME EMPLOYEES

Classification	Unit	Effective Date	Previous Effective Date	Step A	Step B	Step C	Step D	Step E	Step F
Accountant	TMEA	06.27.16	06.29.15	\$ 4,960.97	\$ 5,214.99	\$ 5,482.03	\$ 5,762.74	\$ 6,057.82	\$ 6,360.72
Accounting Specialist	TMEA	06.27.16	06.29.15	\$ 3,506.20	\$ 3,685.74	\$ 3,874.46	\$ 4,072.86	\$ 4,281.42	\$ 4,495.49
Accounting Supervisor	MGMT	06.27.16	06.29.15	\$ 7,599.56	\$ 7,988.70	\$ 8,397.76	\$ 8,827.77	\$ 9,279.80	\$ 9,743.79
Administrative Assistant-CONF	CONF	06.27.16	06.29.15	\$ 3,884.15	\$ 4,083.04	\$ 4,292.12	\$ 4,511.90	\$ 4,742.94	\$ 4,980.09
Administrative Assistant-TMEA	TMEA	06.27.16	06.29.15	\$ 3,884.15	\$ 4,083.04	\$ 4,292.12	\$ 4,511.90	\$ 4,742.94	\$ 4,980.09
Administrative Secretary	CONF	06.28.13	01.01.08	\$ 3,858.28	\$ 4,055.85	\$ 4,263.53	\$ 4,481.85	\$ 4,711.35	\$ 4,946.91
Administrative Services Mgr	MGMT	06.27.16	06.29.15	\$ 8,610.08	\$ 9,050.96	\$ 9,514.42	\$ 10,001.61	\$ 10,513.76	\$ 11,039.44
Assistant City Manager	EMGT	06.27.16	06.29.15	\$ 13,295.04	\$ 13,975.82	\$ 14,691.46	\$ 15,443.75	\$ 16,234.55	\$ 17,046.28
Assistant Dir of Com Dev-Plan	MGMT	06.27.16	06.29.15	\$ 9,490.70	\$ 9,976.67	\$ 10,487.54	\$ 11,024.56	\$ 11,589.08	\$ 12,168.53
Assistant Dir of Comm Dev	MGMT	06.27.16	06.29.15	\$ 9,490.70	\$ 9,976.67	\$ 10,487.54	\$ 11,024.56	\$ 11,589.08	\$ 12,168.53
Assistant Dir of Comm Dev-Bldg	MGMT	06.27.16	06.29.15	\$ 9,965.23	\$ 10,475.51	\$ 11,011.92	\$ 11,575.79	\$ 12,168.53	\$ 12,776.96
Assistant Engineer	TMEA	06.27.16	06.29.15	\$ 5,967.75	\$ 6,273.33	\$ 6,594.56	\$ 6,932.23	\$ 7,287.20	\$ 7,651.56
Assistant Planner	TMEA	06.27.16	06.29.15	\$ 4,960.97	\$ 5,214.99	\$ 5,482.03	\$ 5,762.74	\$ 6,057.82	\$ 6,360.72
Assistant to the City Manager	MGMT	06.27.16	06.29.15	\$ 8,610.08	\$ 9,050.96	\$ 9,514.42	\$ 10,001.61	\$ 10,513.76	\$ 11,039.44
Associate Engineer	TMEA	06.27.16	06.29.15	\$ 6,778.19	\$ 7,125.27	\$ 7,490.13	\$ 7,873.66	\$ 8,276.84	\$ 8,690.68
Associate Planner	TMEA	06.27.16	06.29.15	\$ 5,495.73	\$ 5,777.14	\$ 6,072.97	\$ 6,383.94	\$ 6,710.83	\$ 7,046.37
Building Inspection Supv	MGMT	06.27.16	06.29.15	\$ 6,640.97	\$ 6,981.02	\$ 7,338.49	\$ 7,714.27	\$ 8,109.28	\$ 8,514.74
Building Inspector	TMEA	06.27.16	06.29.15	\$ 5,073.71	\$ 5,333.51	\$ 5,606.61	\$ 5,893.70	\$ 6,195.50	\$ 6,505.27
Building Official	MGMT	06.29.15	06.28.13	\$ 8,988.40	\$ 9,448.67	\$ 9,932.49	\$ 10,441.09	\$ 10,975.73	\$ 11,524.51
Building Permit Technician	TMEA	06.27.16	06.29.15	\$ 3,778.92	\$ 3,972.42	\$ 4,175.84	\$ 4,389.66	\$ 4,614.44	\$ 4,845.17
Business License Technician	TMEA	06.27.16	06.29.15	\$ 3,962.52	\$ 4,165.42	\$ 4,378.72	\$ 4,602.94	\$ 4,838.63	\$ 5,080.56
City Clerk	MGMT	06.27.16	06.29.15	\$ 8,460.90	\$ 8,894.15	\$ 9,349.57	\$ 9,828.32	\$ 10,331.59	\$ 10,848.17
City Clerk Serv Specialist	TMEA	06.27.16	06.29.15	\$ 4,433.73	\$ 4,660.76	\$ 4,899.42	\$ 5,150.29	\$ 5,414.01	\$ 5,684.72
City Manager	EMGT	06.27.16	06.29.15	\$ 23,357.92	\$ -	\$ -	\$ -	\$ -	\$ -
Code Enforcement Officer	TMEA	06.27.16	06.29.15	\$ 4,875.01	\$ 5,124.64	\$ 5,387.05	\$ 5,662.89	\$ 5,952.86	\$ 6,250.51
Crime Analyst	TPSA	06.27.16	06.29.15	\$ 5,387.05	\$ 5,662.89	\$ 5,952.86	\$ 6,257.69	\$ 6,578.11	\$ 6,907.02
Customer Service Supervisor	SUPV	06.27.16	06.29.15	\$ 4,960.97	\$ 5,214.99	\$ 5,482.03	\$ 5,762.74	\$ 6,057.82	\$ 6,360.72
Deputy Building Official	MGMT	06.27.16	06.29.15	\$ 8,503.26	\$ 8,938.67	\$ 9,396.38	\$ 9,877.53	\$ 10,383.31	\$ 10,902.48
Deputy City Manager	EMGT	06.27.16	06.29.15	\$ 11,302.20	\$ 11,880.87	\$ 12,489.17	\$ 13,128.62	\$ 13,800.80	\$ 14,490.85



2017-19 FY OPERATING AND CAPITAL IMPROVEMENT BUDGET

CITY OF TUSTIN SALARY SCHEDULE

FULL-TIME EMPLOYEES

Classification	Unit	Effective Date	Previous Effective Date	Step A	Step B	Step C	Step D	Step E	Step F
Deputy Director of Econ Devel	MGMT	06.27.16	06.29.15	\$ 9,490.70	\$ 9,976.67	\$ 10,487.54	\$ 11,024.56	\$ 11,589.08	\$ 12,168.53
Deputy Director of Finance	MGMT	02.20.17	N/A	\$ 9,490.70	\$ 9,976.67	\$ 10,487.54	\$ 11,024.56	\$ 11,589.08	\$ 12,168.53
Deputy Director of Parks & Rec	MGMT	06.27.16	06.29.15	\$ 8,610.08	\$ 9,050.96	\$ 9,514.42	\$ 10,001.61	\$ 10,513.76	\$ 11,039.44
Deputy Director of PW - Eng	MGMT	06.27.16	06.29.15	\$ 10,357.60	\$ 10,887.97	\$ 11,445.44	\$ 12,031.44	\$ 12,647.45	\$ 13,279.82
Deputy Director of PW - Ops	MGMT	06.27.16	06.29.15	\$ 9,961.18	\$ 10,471.19	\$ 11,007.31	\$ 11,570.88	\$ 12,163.31	\$ 12,771.47
Deputy Police Chief	MGMT	06.27.16	N/A	\$ 12,212.95	\$ 12,838.33	\$ 13,495.72	\$ 14,170.51	\$ 14,879.03	\$ 15,622.98
Director of Community Dev	EMGT	06.27.16	06.29.15	\$ 11,388.28	\$ 11,971.42	\$ 12,584.42	\$ 13,228.82	\$ 13,906.21	\$ 14,601.52
Director of Economic Devel	EMGT	06.27.16	N/A	\$ 10,511.64	\$ 11,037.22	\$ 11,589.08	\$ 12,168.53	\$ 12,776.96	\$ 13,415.81
Director of Finance / CT	EMGT	06.27.16	06.29.15	\$ 12,168.53	\$ 12,791.62	\$ 13,446.63	\$ 14,135.17	\$ 14,858.97	\$ 15,601.92
Director of Human Resources	EMGT	06.27.16	06.29.15	\$ 10,331.59	\$ 10,860.63	\$ 11,416.75	\$ 12,001.35	\$ 12,615.88	\$ 13,246.68
Director of Parks & Rec	EMGT	06.27.16	06.29.15	\$ 10,645.84	\$ 11,190.96	\$ 11,764.00	\$ 12,366.39	\$ 12,999.61	\$ 13,649.59
Director of Public Wks / CE	EMGT	06.27.16	06.29.15	\$ 12,459.36	\$ 13,097.35	\$ 13,768.01	\$ 14,473.01	\$ 15,214.11	\$ 15,974.81
Economic Devel & Housing Mgr	MGMT	06.27.16	06.29.15	\$ 8,805.76	\$ 9,256.66	\$ 9,730.65	\$ 10,228.92	\$ 10,752.70	\$ 11,290.33
Economic Development Proj Mgr	MGMT	06.27.16	11.17.15	\$ 6,691.23	\$ 7,033.86	\$ 7,394.04	\$ 7,772.65	\$ 8,170.65	\$ 8,579.18
Environmental Compliance Sp	TMEA	06.27.16	06.29.15	\$ 5,967.75	\$ 6,273.33	\$ 6,594.56	\$ 6,932.23	\$ 7,287.20	\$ 7,651.56
Equipment Mechanic	TMEA	06.27.16	06.29.15	\$ 4,356.91	\$ 4,580.01	\$ 4,814.53	\$ 5,061.06	\$ 5,320.21	\$ 5,586.22
Equipment Operator	TMEA	06.27.16	06.29.15	\$ 4,175.84	\$ 4,389.66	\$ 4,614.44	\$ 4,850.73	\$ 5,099.11	\$ 5,354.06
Executive Assistant-CONF	CONF	06.27.16	06.29.15	\$ 4,511.90	\$ 4,742.94	\$ 4,985.80	\$ 5,241.10	\$ 5,509.47	\$ 5,784.95
Executive Assistant-TMEA	TMEA	06.27.16	06.29.15	\$ 4,511.90	\$ 4,742.94	\$ 4,985.80	\$ 5,241.10	\$ 5,509.47	\$ 5,784.95
Executive Coordinator	CONF	06.27.16	06.29.15	\$ 5,176.07	\$ 5,441.12	\$ 5,719.73	\$ 6,012.62	\$ 6,320.50	\$ 6,636.52
Executive Secretary	CONF	06.28.13	01.01.08	\$ 4,252.90	\$ 4,470.67	\$ 4,699.60	\$ 4,940.24	\$ 5,193.21	\$ 5,452.87
Field Services Manager	MGMT	06.27.16	06.29.15	\$ 8,610.08	\$ 9,050.96	\$ 9,514.42	\$ 10,001.61	\$ 10,513.76	\$ 11,039.44
Finance Manager	MGMT	06.27.16	06.29.15	\$ 8,610.08	\$ 9,050.96	\$ 9,514.42	\$ 10,001.61	\$ 10,513.76	\$ 11,039.44
Human Resources Manager	MGMT	06.27.16	06.29.15	\$ 8,610.08	\$ 9,050.96	\$ 9,514.42	\$ 10,001.61	\$ 10,513.76	\$ 11,039.44
Information Tech Specialist	TMEA	06.27.16	06.29.15	\$ 5,201.99	\$ 5,468.36	\$ 5,748.37	\$ 6,042.72	\$ 6,352.14	\$ 6,669.75
Information Tech Supervisor	MGMT	06.27.16	06.29.15	\$ 8,460.90	\$ 8,894.15	\$ 9,349.57	\$ 9,828.32	\$ 10,331.59	\$ 10,848.17
Mail & Dupl Specialist	TMEA	06.27.16	06.29.15	\$ 3,649.11	\$ 3,835.96	\$ 4,032.39	\$ 4,238.87	\$ 4,455.93	\$ 4,678.72
Maintenance Leadworker	TMEA	06.27.16	06.29.15	\$ 4,557.19	\$ 4,790.55	\$ 5,035.85	\$ 5,293.71	\$ 5,564.78	\$ 5,843.02
Maintenance Supervisor	MGMT	06.27.16	06.29.15	\$ 5,803.30	\$ 6,100.46	\$ 6,412.84	\$ 6,741.21	\$ 7,086.40	\$ 7,440.71



2017-19 FY OPERATING AND CAPITAL IMPROVEMENT BUDGET

CITY OF TUSTIN SALARY SCHEDULE

FULL-TIME EMPLOYEES

Classification	Unit	Effective Date	Previous Effective Date	Step A	Step B	Step C	Step D	Step E	Step F
Maintenance Worker	TMEA	06.27.16	06.29.15	\$ 3,576.94	\$ 3,760.10	\$ 3,952.63	\$ 4,155.04	\$ 4,367.80	\$ 4,586.19
Management Analyst I-CONF	CONF	06.27.16	06.29.15	\$ 5,606.61	\$ 5,893.70	\$ 6,195.50	\$ 6,512.74	\$ 6,846.22	\$ 7,188.54
Management Analyst II	SUPV	06.27.16	N/A	\$ 6,512.74	\$ 6,846.22	\$ 7,188.54	\$ 7,556.59	\$ 7,943.49	\$ 8,350.19
Management Analyst I-TMEA	TMEA	06.27.16	06.29.15	\$ 5,606.61	\$ 5,893.70	\$ 6,195.50	\$ 6,512.74	\$ 6,846.22	\$ 7,188.54
Management Assistant-CONF	CONF	06.27.16	06.29.15	\$ 4,433.73	\$ 4,660.76	\$ 4,899.42	\$ 5,150.29	\$ 5,414.01	\$ 5,684.72
Management Assistant-TMEA	TMEA	06.27.16	06.29.15	\$ 4,433.73	\$ 4,660.76	\$ 4,899.42	\$ 5,150.29	\$ 5,414.01	\$ 5,684.72
Office Assistant	TMEA	06.27.16	06.29.15	\$ 2,958.68	\$ 3,110.18	\$ 3,269.44	\$ 3,436.86	\$ 3,612.85	\$ 3,793.49
Office Support Specialist	CONF	06.28.13	01.01.08	\$ 3,661.18	\$ 3,848.66	\$ 4,045.74	\$ 4,252.90	\$ 4,470.67	\$ 4,694.21
Plan Check Supervisor	MGMT	06.27.16	06.29.15	\$ 6,640.97	\$ 6,981.02	\$ 7,338.49	\$ 7,714.27	\$ 8,109.28	\$ 8,514.74
Plan Checker	TMEA	06.27.16	06.29.15	\$ 5,967.75	\$ 6,273.33	\$ 6,594.56	\$ 6,932.23	\$ 7,287.20	\$ 7,651.56
Planning Technician	TMEA	06.27.16	06.29.15	\$ 4,313.88	\$ 4,534.77	\$ 4,766.98	\$ 5,011.08	\$ 5,267.68	\$ 5,531.06
Police Captain	MGMT	06.27.16	06.29.15	\$ 11,052.12	\$ 11,618.05	\$ 12,212.95	\$ 12,838.33	\$ 13,495.72	\$ 14,170.51
Police Chief	EMGT	06.27.16	06.29.15	\$ 13,959.80	\$ 14,674.61	\$ 15,426.04	\$ 16,215.94	\$ 17,046.28	\$ 17,898.65
Police Civilian Commander	MGMT	06.27.16	06.29.15	\$ 8,718.25	\$ 9,164.67	\$ 9,633.95	\$ 10,127.26	\$ 10,645.84	\$ 11,178.13
Police Comm Lead (3/12.5)	TPSA	06.27.16	06.29.15	\$ 5,263.68	\$ 5,533.21	\$ 5,816.54	\$ 6,114.38	\$ 6,427.47	\$ 6,748.84
Police Comm Officer I (3/12.5)	TPSA	06.27.16	06.29.15	\$ 4,486.31	\$ 4,716.03	\$ 4,957.52	\$ 5,211.37	\$ 5,478.22	\$ 5,752.13
Police Comm Officer II (3/12.5)	TPSA	06.27.16	06.29.15	\$ 4,763.37	\$ 5,007.28	\$ 5,263.68	\$ 5,533.21	\$ 5,816.54	\$ 6,107.37
Police Fleet Coordinator	TPSA	06.27.16	06.29.15	\$ 4,923.94	\$ 5,176.07	\$ 5,441.12	\$ 5,719.73	\$ 6,012.62	\$ 6,313.25
Police Lieutenant	TPMA	06.27.16	06.29.15	\$ 9,902.22	\$ 10,409.27	\$ 10,942.28	\$ 11,502.59	\$ 12,091.58	\$ 12,696.17
Police Officer	TPOA	06.27.16	06.29.15	\$ 6,254.70	\$ 6,574.98	\$ 6,911.65	\$ 7,265.56	\$ 7,637.61	\$ 8,028.09
Police Records Lead (3/12.5)	TPSA	06.27.16	06.29.15	\$ 4,029.58	\$ 4,235.92	\$ 4,452.83	\$ 4,680.84	\$ 4,920.52	\$ 5,166.55
Police Records Lead (4/10)	TPSA	06.27.16	06.29.15	\$ 4,124.03	\$ 4,335.20	\$ 4,557.19	\$ 4,790.55	\$ 5,035.85	\$ 5,287.64
Police Records Spec (3/12.5)	TPSA	06.27.16	06.29.15	\$ 3,646.57	\$ 3,833.29	\$ 4,029.58	\$ 4,235.92	\$ 4,452.83	\$ 4,675.47
Police Records Spec (4/10)	TPSA	06.27.16	06.29.15	\$ 3,732.04	\$ 3,923.14	\$ 4,124.03	\$ 4,335.20	\$ 4,557.19	\$ 4,785.05
Police Recruit	TPOA	06.27.16	06.29.15	\$ 4,635.33	\$ -	\$ -	\$ -	\$ -	\$ -
Police Sergeant	TPMA	06.27.16	06.29.15	\$ 8,293.57	\$ 8,718.25	\$ 9,164.67	\$ 9,633.95	\$ 10,127.26	\$ 10,633.63
Police Serv Offcr I (3/12.5)	TPSA	06.27.16	06.29.15	\$ 4,193.83	\$ 4,408.58	\$ 4,634.32	\$ 4,871.62	\$ 5,121.07	\$ 5,377.13
Police Serv Offcr I (4/10)	TPSA	06.27.16	06.29.15	\$ 4,292.12	\$ 4,511.90	\$ 4,742.94	\$ 4,985.80	\$ 5,241.10	\$ 5,503.16
Police Serv Offcr II (3/12.5)	TPSA	06.27.16	06.29.15	\$ 4,419.60	\$ 4,645.91	\$ 4,883.80	\$ 5,133.88	\$ 5,396.76	\$ 5,666.60



2017-19 FY OPERATING AND CAPITAL IMPROVEMENT BUDGET

CITY OF TUSTIN SALARY SCHEDULE

FULL-TIME EMPLOYEES

Classification	Unit	Effective Date	Previous Effective Date	Step A	Step B	Step C	Step D	Step E	Step F
Police Serv Offcr II (4/10)	TPSA	06.27.16	06.29.15	\$ 4,523.18	\$ 4,754.80	\$ 4,998.27	\$ 5,254.20	\$ 5,523.25	\$ 5,799.41
Police Serv Offcr III (3/12.5)	TPSA	06.27.16	06.29.15	\$ 4,763.37	\$ 5,007.28	\$ 5,263.68	\$ 5,533.21	\$ 5,816.54	\$ 6,107.37
Police Serv Offcr III (4/10)	TPSA	06.27.16	06.29.15	\$ 4,875.01	\$ 5,124.64	\$ 5,387.05	\$ 5,662.89	\$ 5,952.86	\$ 6,250.51
Police Support Services Mgr	MGMT	06.27.16	06.29.15	\$ 7,449.26	\$ 7,830.70	\$ 8,231.68	\$ 8,653.19	\$ 9,096.28	\$ 9,551.09
Police Support Services Supv	SUPV	11.29.16	06.27.16	\$ 5,938.02	\$ 6,242.08	\$ 6,561.71	\$ 6,897.70	\$ 7,250.90	\$ 7,613.45
Principal Engineer	MGMT	06.27.16	06.29.15	\$ 8,503.26	\$ 8,938.67	\$ 9,396.38	\$ 9,877.53	\$ 10,383.31	\$ 10,902.48
Principal Management Analyst	MGMT	06.29.15	06.28.13	\$ 7,953.35	\$ 8,360.57	\$ 8,788.67	\$ 9,238.70	\$ 9,711.77	\$ 10,197.36
Principal Plan Check Engineer	MGMT	06.27.16	06.29.15	\$ 8,503.26	\$ 8,938.67	\$ 9,396.38	\$ 9,877.53	\$ 10,383.31	\$ 10,902.48
Principal Planner	MGMT	06.27.16	06.29.15	\$ 8,314.31	\$ 8,740.05	\$ 9,187.58	\$ 9,658.04	\$ 10,152.58	\$ 10,660.21
Property & Evidence Specialist	TPSA	06.27.16	06.29.15	\$ 4,356.91	\$ 4,580.01	\$ 4,814.53	\$ 5,061.06	\$ 5,320.21	\$ 5,586.22
Public Works Inspection Supv	MGMT	06.29.15	06.28.13	\$ 6,013.09	\$ 6,320.99	\$ 6,644.66	\$ 6,984.90	\$ 7,342.57	\$ 7,709.70
Public Works Inspector	TMEA	06.27.16	06.29.15	\$ 5,099.11	\$ 5,360.21	\$ 5,634.68	\$ 5,923.21	\$ 6,226.51	\$ 6,537.84
Public Works Manager	MGMT	06.27.16	06.29.15	\$ 8,231.72	\$ 8,653.19	\$ 9,096.28	\$ 9,562.06	\$ 10,051.69	\$ 10,554.27
Recreation Coordinator	SUPV	06.27.16	06.29.15	\$ 4,766.68	\$ 5,010.76	\$ 5,267.34	\$ 5,537.05	\$ 5,820.58	\$ 6,111.61
Recreation Facilities Ast	TMEA	06.27.16	06.29.15	\$ 2,765.80	\$ 2,907.42	\$ 3,056.30	\$ 3,212.79	\$ 3,377.31	\$ 3,546.17
Recreation Facilities Lead	TMEA	06.27.16	06.29.15	\$ 3,694.99	\$ 3,884.15	\$ 4,083.04	\$ 4,292.12	\$ 4,511.90	\$ 4,737.50
Recreation Program Specialist	TMEA	06.27.16	06.29.15	\$ 3,497.45	\$ 3,676.55	\$ 3,864.80	\$ 4,062.70	\$ 4,270.74	\$ 4,484.28
Recreation Superintendent	MGMT	06.27.16	06.29.15	\$ 7,505.27	\$ 7,889.58	\$ 8,293.57	\$ 8,718.25	\$ 9,164.67	\$ 9,622.90
Recreation Supervisor	MGMT	06.27.16	06.29.15	\$ 5,745.63	\$ 6,039.84	\$ 6,349.11	\$ 6,674.22	\$ 7,015.97	\$ 7,366.77
Senior Accountant	MGMT	06.27.16	06.29.15	\$ 6,040.14	\$ 6,349.42	\$ 6,674.54	\$ 7,016.32	\$ 7,375.60	\$ 7,744.38
Senior Accounting Spec	TMEA	06.27.16	06.29.15	\$ 4,270.74	\$ 4,489.43	\$ 4,719.31	\$ 4,960.97	\$ 5,214.99	\$ 5,475.74
Senior Building Inspector	TMEA	06.27.16	06.29.15	\$ 5,967.75	\$ 6,273.33	\$ 6,594.56	\$ 6,932.23	\$ 7,287.20	\$ 7,651.56
Senior Information Tech Spec	MGMT	06.27.16	06.29.15	\$ 6,131.01	\$ 6,444.95	\$ 6,774.96	\$ 7,121.87	\$ 7,486.56	\$ 7,860.88
Senior Maintenance Worker	TMEA	06.27.16	06.29.15	\$ 3,932.95	\$ 4,134.34	\$ 4,346.04	\$ 4,568.59	\$ 4,802.52	\$ 5,042.65
Senior Management Analyst	MGMT	06.27.16	06.29.15	\$ 7,943.49	\$ 8,350.19	\$ 8,777.72	\$ 9,227.14	\$ 9,699.57	\$ 10,196.19
Senior Management Ast-CONF	CONF	06.27.16	06.29.15	\$ 5,150.29	\$ 5,414.01	\$ 5,691.24	\$ 5,982.67	\$ 6,289.01	\$ 6,603.46
Senior Management Ast-TMEA	TMEA	06.27.16	06.29.15	\$ 5,150.29	\$ 5,414.01	\$ 5,691.24	\$ 5,982.67	\$ 6,289.01	\$ 6,603.46
Senior Planner	MGMT	06.27.16	06.29.15	\$ 6,691.23	\$ 7,033.86	\$ 7,394.04	\$ 7,772.65	\$ 8,170.65	\$ 8,579.18
Senior Public Works Inspector	TMEA	06.27.16	06.29.15	\$ 5,967.75	\$ 6,273.33	\$ 6,594.56	\$ 6,932.23	\$ 7,287.20	\$ 7,651.56



2017-19 FY OPERATING AND CAPITAL IMPROVEMENT BUDGET

CITY OF TUSTIN SALARY SCHEDULE

FULL-TIME EMPLOYEES

Classification	Unit	Effective Date	Previous Effective Date	Step A	Step B	Step C	Step D	Step E	Step F
Transportation Coordinator	TMEA	06.27.16	06.29.15	\$ 2,980.93	\$ 3,133.57	\$ 3,294.02	\$ 3,462.70	\$ 3,640.01	\$ 3,822.01
Water Distribution Leadworker	TMEA	06.27.16	06.29.15	\$ 4,960.97	\$ 5,214.99	\$ 5,482.03	\$ 5,762.74	\$ 6,057.82	\$ 6,360.72
Water Distribution Oper I	TMEA	06.27.16	06.29.15	\$ 3,704.19	\$ 3,893.86	\$ 4,093.25	\$ 4,302.85	\$ 4,523.18	\$ 4,749.34
Water Distribution Oper II	TMEA	06.27.16	06.29.15	\$ 4,134.34	\$ 4,346.04	\$ 4,568.59	\$ 4,802.52	\$ 5,048.44	\$ 5,300.86
Water Equipment Operator	TMEA	06.27.16	06.29.15	\$ 4,478.23	\$ 4,707.54	\$ 4,948.59	\$ 5,201.99	\$ 5,468.36	\$ 5,741.77
Water Maint & Const Supv	MGMT	06.27.16	06.29.15	\$ 6,380.90	\$ 6,707.63	\$ 7,051.10	\$ 7,412.15	\$ 7,791.70	\$ 8,181.28
Water Meter Reader	TMEA	06.27.16	06.29.15	\$ 4,134.34	\$ 4,346.04	\$ 4,568.59	\$ 4,802.52	\$ 5,048.44	\$ 5,300.86
Water Services Manager	MGMT	06.27.16	06.29.15	\$ 9,538.21	\$ 10,026.62	\$ 10,540.04	\$ 11,079.75	\$ 11,647.10	\$ 12,229.45
Water Treatment Operator I	TMEA	06.27.16	06.29.15	\$ 4,695.80	\$ 4,936.25	\$ 5,189.01	\$ 5,454.72	\$ 5,734.03	\$ 6,020.73
Water Treatment Operator II	TMEA	06.27.16	06.29.15	\$ 5,048.44	\$ 5,306.94	\$ 5,578.69	\$ 5,864.35	\$ 6,164.64	\$ 6,472.87
Water Treatment Supervisor	MGMT	06.27.16	06.29.15	\$ 7,283.73	\$ 7,656.70	\$ 8,048.76	\$ 8,460.90	\$ 8,894.15	\$ 9,338.86

Notes

- *Units are abbreviated as follows: CONF = Confidential, EMGT = Executive Management, MGMT = Management, SUPV = Supervisory, TMEA = Tustin Municipal Employees
- *Monthly rate is calculated by multiplying the hourly rate times 2080 hours per year, divided by 12 months; positions may be filled on a part-time basis at a pro-rated salary based on hours worked



2017-19 FY OPERATING AND CAPITAL IMPROVEMENT BUDGET

CITY OF TUSTIN SALARY SCHEDULE

PART-TIME NON-BENEFITTED EMPLOYEES

Classification	Unit	Effective Date	Previous Effective Date	Step A	Step B	Step C	Step D	Step E	Step F
Administrative Intern PT	UNRP	12.26.05	12.27.04	\$ 12.01	\$ -	\$ -	\$ -	\$ -	\$ -
Information Tech Intern PT	UNRP	12.26.05	12.27.04	\$ 12.63	\$ -	\$ -	\$ -	\$ -	\$ -
Maintenance Aide PT	UNRP	12.26.16	10.01.07	\$ 10.50	\$ 11.03	\$ 11.58	\$ 12.16	\$ 12.76	\$ -
Master Reserve Officer PT	UNRP	10.01.07	N/A	\$ 30.04	\$ -	\$ -	\$ -	\$ -	\$ -
Office Assistant PT	UNRP	12.26.05	12.27.04	\$ 16.09	\$ 16.91	\$ 17.78	\$ 18.69	\$ 19.65	\$ 19.65
Parking Control Officer PT	UNRP	06.30.14	N/A	\$ 16.21	\$ 17.04	\$ 17.91	\$ 18.83	\$ 19.79	\$ 19.79
Police Cadet PT	UNRP	12.26.16	10.01.07	\$ 10.50	\$ 11.03	\$ 11.58	\$ 12.16	\$ 12.76	\$ -
Police Comm Officer I PT	UNRP	12.26.16	N/A	\$ 25.88	\$ 27.21	\$ 28.60	\$ 30.07	\$ 31.61	\$ 33.19
Police Comm Officer II PT	UNRP	12.26.16	12.22.08	\$ 27.48	\$ 28.89	\$ 30.37	\$ 31.92	\$ 33.56	\$ 35.23
Police Records Spec PT	UNRP	12.26.16	N/A	\$ 21.53	\$ 22.63	\$ 23.79	\$ 25.01	\$ 26.29	\$ 27.61
Police Reserve Off I PT	UNRP	10.01.07	12.26.05	\$ 22.71	\$ -	\$ -	\$ -	\$ -	\$ -
Police Reserve Off II PT	UNRP	10.01.07	12.26.05	\$ 17.00	\$ -	\$ -	\$ -	\$ -	\$ -
Police Reserve Off III PT	UNRP	10.01.07	12.26.05	\$ 14.74	\$ -	\$ -	\$ -	\$ -	\$ -
Police Services Officer I PT	UNRP	12.26.16	12.22.08	\$ 24.76	\$ 26.03	\$ 27.36	\$ 28.76	\$ 30.24	\$ 31.75
Police Services Officer II PT	UNRP	12.26.16	N/A	\$ 26.10	\$ 27.43	\$ 28.84	\$ 30.31	\$ 31.86	\$ 33.46
Police Services Officer III PT	UNRP	12.26.16	N/A	\$ 28.13	\$ 29.57	\$ 31.08	\$ 32.67	\$ 34.34	\$ 36.06
Property & Evidence Specialist PT	UNRP	12.26.16	N/A	\$ 25.14	\$ 26.42	\$ 27.78	\$ 29.20	\$ 30.69	\$ 32.23
Receptionist PT	UNRP	12.26.16	10.01.07	\$ 10.50	\$ 11.03	\$ 11.58	\$ 12.16	\$ 12.76	\$ -
Recreation Facilities Ast PT	UNRP	06.22.09	N/A	\$ 15.04	\$ 15.81	\$ 16.62	\$ 17.47	\$ 18.37	\$ 18.37
Recreation Leader B PT	UNRP	12.28.15	10.01.07	\$ 12.29	\$ 12.92	\$ 13.58	\$ 14.31	\$ 15.04	\$ 15.04
Recreation Leader PT	UNRP	12.26.16	12.28.15	\$ 10.50	\$ 11.03	\$ 11.58	\$ 12.16	\$ 12.76	\$ -
Recreation Program Assist PT	UNRP	10.01.07	12.26.05	\$ 13.21	\$ 13.89	\$ 14.60	\$ 15.34	\$ 16.13	\$ 16.13



2017-19 FY OPERATING AND CAPITAL IMPROVEMENT BUDGET

CITY OF TUSTIN SALARY SCHEDULE

PART-TIME NON-BENEFITTED EMPLOYEES

Classification	Unit	Effective Date	Previous Effective Date	Step A	Step B	Step C	Step D	Step E	Step F
				\$ 15.00	\$ 20.00	\$ 25.00	\$ 30.00	\$ 35.00	\$ 40.00
				Step G	Step H	Step I	Step J	Step K	Step L
				\$ 45.00	\$ 50.00	\$ 55.00	\$ 60.00	\$ 65.00	\$ 70.00
				Step M	Step N	Step O	Step P	Step Q	Step R
				\$ 75.00	\$ 80.00	\$ 85.00	\$ 90.00	\$ 95.00	\$ 100.00
				Step S	Step T	Step U	Step V		
Temporary Employee	UNRP	06.29.15	N/A	\$ 105.00	\$ 110.00	\$ 115.00	\$ 120.00		

Notes

*Units are abbreviated as follows: UNRP = Part-Time Non-Benefitted Employees



2017-19 FY OPERATING AND CAPITAL IMPROVEMENT BUDGET

CITY OF TUSTIN SALARY SCHEDULE

ELECTED OFFICIALS

Position	Salary Effective Date	Monthly Salary	Previous Revision
Council Member	12.04.12	\$0.00	09.01.10

APPOINTED OFFICIALS

Position	Salary Effective Date	Monthly Salary	Per Meeting Stipend*	Previous Revision
Audit Commissioner	12.06.99	N/A	\$100.00	N/A
Community Services Commissioner	05.01.07	N/A	\$100.00	12.06.99
Planning Commissioner	05.01.07	N/A	\$150.00	12.06.99

Notes

*Typically, the Planning Commission meets up to two (2) times per month, the Community Services Commission meets one (1) time per month, and the Audit Commission meets six (6) times per year.

DISCLAIMER

This salary schedule is a summary document provided for information purposes only. All salary rates are adopted via Resolution by the City Council. If any discrepancies exist between a salary listed on this schedule and the salary adopted by Resolution, the salary adopted in the Resolution shall prevail.



FINANCIAL SUMMARY

TUSTIN



BUILDING OUR FUTURE
HONORING OUR PAST



FUND BALANCE PROJECTIONS BY FUND

2017-19 FY OPERATING AND CAPITAL IMPROVEMENT BUDGET

City of Tustin
FY 2017-2019 Biennial Budget
Year End Projected Fund Balance for ALL FUNDS

Fund	Description	Audited	16/17	16/17	16/17	16/17	Projected
		Ending	Projected	Projected	Projected	Projected	
		Balance	One-Time	Revenues	Expenditures	One-Time	Ending
		06/30/16	Transfer In /			Transfer Out	Balance
			Cash				06/30/17
100	General Fund	\$25,496,695	\$1,188,500	\$55,734,000	60,028,552	0	\$22,390,643
101	General Fund - Emergency Fund	1,000,000	\$0	\$0	0	0	1,000,000
186	Oblig Reimb Frm Successor Agency	1,917,890	\$0	\$11,000	600	0	1,928,290
187	Backbone Fee Fund	18,599,740	\$0	\$10,305,617	1,798,065	0	27,107,292
189	Land Held for Resale	36,741,125	\$0	\$29,167,009	6,044,799	7,113,200	52,750,135
200	Capital Projects Fund—CIP	6,477,249	\$0	\$8,189,700	6,789,805	0	7,877,144
120	CDBG	0	\$0	\$740,111	740,111	0	0
129	Cable PEG Fees Fund	485,002	\$0	\$130,000	537,502	0	77,500
130	Gas Tax	5,365,810	\$0	\$1,561,000	1,778,311	0	5,148,499
131	Park Development	3,603,018	\$0	\$274,277	216,525	0	3,660,770
132	Park Development Tustin Legacy	4,896,665	\$0	\$709,250	124,000	0	5,481,915
133	SCAQMD	269,374	\$0	\$96,900	198,200	0	168,074
134	Asset Forfeiture	31,849	\$0	\$181,393	0	0	213,242
135	RNSP Asset Forfeiture	16,725	\$0	\$22,033	38,758	0	0
136	Supplemental Law Enforcement	111,667	\$0	\$124,650	112,339	0	123,978
137	Treasury RNSP Asset Forfeiture	5,711	\$0	\$0	\$0	\$0	5,711
138	Measure M	706,406	\$0	\$2,000	\$0	\$0	708,406
139	Measure M2	3,491,091	\$0	\$9,236,488	\$2,419,160	\$39,000	10,269,419
141	Tustin LLD	152	\$550,000	\$623,000	\$1,110,700	\$0	62,452
142	Tustin SL	1,633,901	\$0	\$900,000	\$633,000	\$0	1,900,901
171	Solid Waste Fund	0	\$0	\$0	\$0	\$0	0
180	Special Events	0	\$300,000	\$0	\$0	\$0	300,000
181	Workers Compensation	2,428,951	\$0	\$906,000	\$864,787	\$0	2,470,164
182	Liability	690,998	\$1,101,000	\$0	\$952,478	\$0	839,520
183	Unemployment	49,795	\$0	\$0	\$10,000	\$0	39,795
184	Equipment Replacement Fund	4,457,411	\$1,000,000	\$962,500	\$3,502,444	\$0	2,917,467
185	Information Technology	895,721	\$0	\$1,893,500	\$2,181,536	\$0	607,685
191	Hangar Fund	0	\$0	\$0	\$0	\$0	0
300	Water Enterprise	7,217,495	\$0	\$15,463,055	\$16,590,060	\$0	6,090,490
301	Water Capital Fund	6,962,133	\$0	\$1,541,800	\$1,240,580	\$0	7,263,353
302	Water Enterprise Emergency Fund	2,000,000	\$0	\$0	\$0	\$0	2,000,000
305	2011 Water Revenue Bond Fund	2,474,613	\$0	\$6,000	\$950,000	\$0	1,530,613
306	2013 Water Revenue Bond Fund	13,588,032	\$0	\$0	\$370,000	\$0	13,218,032
431	Assessment Dist. 95-1 Construction	3,084,045	\$0	\$1,600	\$0	\$550,000	2,535,645
433	CFD 04-1	1,062,260	\$0	\$1,384,000	\$1,345,319	\$0	1,100,941
434	CFD 06-1 Construction	2,844,148	\$0	\$3,000	\$6,813	\$0	2,840,335
435	CFD 06-1 Debt Service	6,712,608	\$0	\$5,349,600	\$5,340,913	\$0	6,721,295
436	CFD 07-1 Debt Service	1,835,892	\$0	\$1,109,800	\$1,122,725	\$0	1,822,967
437	CFD 07-1 Construction	1,373,307	\$0	\$0	\$300,000	\$0	1,073,307
438	CFD 06-1 Annex Construction	0	\$0	\$100	\$0	\$0	100
440	CFD 13-01	0	\$0	\$217,100	\$218,100	\$0	(1,000)
441	CFD 14-01 Debt Service	3,288,376	\$0	\$1,600,000	\$1,611,100	\$0	3,277,276
442	Special Tax B	0	\$0	\$3,491,400	\$0	\$3,491,400	0
443	CFD 14-01 Construction	26,377,725	\$0	\$44,600	\$236,500	\$0	26,185,825
561	MCAS 2010 TAB Proceeds	22,572,901	\$0	\$0	\$5,117,763	\$0	17,455,138
570	Successor Agency (Trust Fund)	3,162,611	\$0	\$0	\$0	\$0	3,162,611
575	Tustin Housing Authority	1,928,577	\$0	\$4,200	\$406,964	\$0	1,525,813
	TOTAL ALL FUNDS	\$225,857,669	\$4,139,500	\$151,986,683	\$124,938,509	\$11,193,600	\$245,851,743

2017-19 FY OPERATING AND CAPITAL IMPROVEMENT BUDGET

City of Tustin
FY 2017-2019 Biennial Budget
Year End Projected Fund Balance for ALL FUNDS Year End

Fund	Description	Projected Ending Balance 06/30/17	17/18	17/18	17/18	17/18	Projected Ending Balance 06/30/18
			Proposed	Proposed	Proposed	Proposed	
			One-Time Transfer In / Cash	Revenues	Expenditures	One-Time Transfer Out	
100	General Fund	\$22,390,643	\$1,704,500	\$57,076,330	59,972,325	0	\$21,199,148
101	General Fund - Emergency Fund	1,000,000	\$0	\$0	0	0	1,000,000
186	Oblig Reimb Frm Successor Agency	1,928,290	\$0	\$11,000	600	0	1,938,690
187	Backbone Fee Fund	27,107,292	\$0	\$6,499,300	33,550,000	0	56,592
189	Land Held for Resale	52,750,135	\$0	\$22,000,000	28,921,220	9,218,900	36,610,015
200	Capital Projects Fund—CIP	7,877,144	\$2,500,000	\$3,811,000	10,777,408	0	3,410,736
120	CDBG	0	\$0	\$1,545,500	1,545,547	0	0
129	Cable PEG Fees Fund	77,500	\$0	\$130,000	50,000	0	157,500
130	Gas Tax	5,148,499	\$0	\$2,322,400	3,487,504	0	3,983,395
131	Park Development	3,660,770	\$0	\$255,400	1,206,478	0	2,709,692
132	Park Development Tustin Legacy	5,481,915	\$0	\$30,000	5,000,231	0	511,684
133	SCAQMD	168,074	\$0	\$96,900	100,200	0	164,774
134	Asset Forfeiture	213,242	\$0	\$100,100	0	0	313,342
135	RNSP Asset Forfeiture	0	\$0	\$0	0	0	0
136	Supplemental Law Enforcement	123,978	\$0	\$151,000	115,100	0	159,878
137	Treasury RNSP Asset Forfeiture	5,711	\$0	\$0	\$0	\$0	5,711
138	Measure M	708,406	\$0	\$0	\$0	\$0	708,406
139	Measure M2	10,269,419	\$0	\$4,106,300	\$13,579,294	\$39,000	757,425
141	Tustin LLD	62,452	\$388,200	\$623,000	\$1,073,700	\$0	0
142	Tustin SL	1,900,901	\$0	\$900,000	\$654,000	\$0	2,146,901
171	Solid Waste Fund	0	\$0	\$0	\$0	\$0	0
180	Special Events	300,000	\$0	\$364,000	\$420,853	\$0	243,147
181	Workers Compensation	2,470,164	\$0	\$1,013,800	\$909,621	\$0	2,574,343
182	Liability	839,520	\$1,101,000	\$0	\$1,026,371	\$0	914,149
183	Unemployment	39,795	\$0	\$0	\$18,000	\$0	21,795
184	Equipment Replacement Fund	2,917,467	\$1,000,000	\$1,002,500	\$3,248,806	\$0	1,671,161
185	Information Technology	607,685	\$0	\$2,146,200	\$2,147,500	\$0	606,385
191	Hangar Fund	0	\$0	\$0	\$0	\$0	0
300	Water Enterprise	6,090,490	\$0	\$16,286,700	\$17,549,830	\$0	4,827,360
301	Water Capital Fund	7,263,353	\$0	\$1,541,800	\$8,739,611	\$0	65,542
302	Water Enterprise Emergency Fund	2,000,000	\$0	\$0	\$0	\$0	2,000,000
305	2011 Water Revenue Bond Fund	1,530,613	\$0	\$0	\$1,108,926	\$0	421,687
306	2013 Water Revenue Bond Fund	13,218,032	\$0	\$0	\$9,348,453	\$0	3,869,579
431	Assessment Dist. 95-1 Construction	2,535,645	\$0	\$1,600	\$0	\$388,200	2,149,045
433	CFD 04-1	1,100,941	\$0	\$1,303,455	\$1,278,606	\$0	1,125,790
434	CFD 06-1 Construction	2,840,335	\$0	\$3,000	\$30,000	\$0	2,813,335
435	CFD 06-1 Debt Service	6,721,295	\$0	\$5,146,964	\$4,892,064	\$0	6,976,195
436	CFD 07-1 Debt Service	1,822,967	\$0	\$1,129,647	\$1,086,392	\$0	1,866,222
437	CFD 07-1 Construction	1,073,307	\$0	\$2,500	\$1,000,000	\$0	75,807
438	CFD 06-1 Annex Construction	100	\$0	\$100	\$0	\$0	200
440	CFD 13-01	(1,000)	\$0	\$217,100	\$205,700	\$0	10,400
441	CFD 14-01 Debt Service	3,277,276	\$0	\$1,467,893	\$1,416,375	\$0	3,328,794
442	Special Tax B	0	\$0	\$3,558,000	\$0	\$3,558,000	0
443	CFD 14-01 Construction	26,185,825	\$0	\$0	\$6,200,000	\$0	19,985,825
561	MCAS 2010 TAB Proceeds	17,455,138	\$0	\$0	\$15,017,669	\$0	2,437,469
570	Successor Agency (Trust Fund)	3,162,611	\$0	\$0	\$2,400	\$0	3,160,211
575	Tustin Housing Authority	1,525,813	\$0	\$1,400	\$454,745	\$0	1,072,468
TOTAL ALL FUNDS		\$245,851,743	\$6,693,700	\$134,844,888	\$236,135,529	\$13,204,100	\$138,050,797

2017-19 FY OPERATING AND CAPITAL IMPROVEMENT BUDGET

City of Tustin
FY 2017-2019 Biennial Budget
Year End Projected Fund Balance for ALL FUNDS

Fund	Description	Projected Ending Balance 06/30/18	18/19	18/19	18/19	18/19	Projected Ending Balance 06/30/19
			Proposed One-Time Transfer In / Cash	Proposed Revenues	Proposed Expenditures	Proposed One-Time Transfer Out	
100	General Fund	\$21,199,148	\$1,459,900	\$57,789,827	61,918,649	0	\$18,530,225
101	General Fund - Emergency Fund	1,000,000	\$0	\$0	0	0	\$1,000,000
186	Oblg Reimb Frm Successor Agency	1,938,690	\$0	\$11,000	600	0	\$1,949,090
187	Backbone Fee Fund	56,592	\$0	\$0	0	0	\$56,592
189	Land Held for Resale	36,610,015	\$0	\$0	2,345,550	2,271,900	\$31,992,565
200	Capital Projects Fund—CIP	3,410,736	\$0	\$2,196,000	2,196,000	0	\$3,410,736
120	CDBG	0	\$0	\$660,300	660,300	0	\$0
129	Cable PEG Fees Fund	157,500	\$0	\$130,000	50,000	0	\$237,500
130	Gas Tax	3,983,395	\$0	\$3,299,400	1,788,280	0	\$5,494,515
131	Park Development	2,709,692	\$0	\$255,400	500,000	0	\$2,465,092
132	Park Development Tustin Legacy	511,684	\$0	\$0	0	0	\$511,684
133	SCAQMD	164,774	\$0	\$96,900	100,200	0	\$161,474
134	Asset Forfeiture	313,342	\$0	\$100,100	0	0	\$413,442
135	RNSP Asset Forfeiture	0	\$0	\$0	0	0	\$0
136	Supplemental Law Enforcement	159,878	\$0	\$151,000	114,400	0	\$196,478
137	Treasury RNSP Asset Forfeiture	5,711	\$0	\$0	\$0	\$0	\$5,711
138	Measure M	708,406	\$0	\$0	\$0	\$0	\$708,406
139	Measure M2	757,425	\$0	\$1,860,900	\$910,000	\$39,000	\$1,669,325
141	Tustin LLD	0	\$465,700	\$623,000	\$1,088,700	\$0	\$0
142	Tustin SL	2,146,901	\$0	\$900,000	\$659,000	\$0	\$2,387,901
171	Solid Waste Fund	0	\$0	\$0	\$0	\$0	\$0
180	Special Events	243,147	\$0	\$369,000	\$428,038	\$0	\$184,109
181	Workers Compensation	2,574,343	\$0	\$1,013,800	\$914,000	\$0	\$2,674,143
182	Liability	914,149	\$1,101,000	\$0	\$1,059,411	\$0	\$955,738
183	Unemployment	21,795	\$0	\$0	\$18,000	\$0	\$3,795
184	Equipment Replacement Fund	1,671,161	\$0	\$1,002,500	\$390,000	\$0	\$2,283,661
185	Information Technology	606,385	\$0	\$2,146,000	\$2,153,100	\$0	\$599,285
191	Hangar Fund	0	\$0	\$0	\$0	\$0	\$0
300	Water Enterprise	4,827,360	\$0	\$16,286,700	\$17,777,815	\$0	\$3,336,245
301	Water Capital Fund	65,542	\$0	\$1,541,800	\$1,435,000	\$0	\$172,342
302	Water Enterprise Emergency Fund	2,000,000	\$0	\$0	\$0	\$0	\$2,000,000
305	2011 Water Revenue Bond Fund	421,687	\$0	\$0	\$125,000	\$0	\$296,687
306	2013 Water Revenue Bond Fund	3,869,579	\$0	\$0	\$0	\$0	\$3,869,579
431	Assessment Dist. 95-1 Construction	2,149,045	\$0	\$1,600	\$0	\$465,700	\$1,684,945
433	CFD 04-1	1,125,790	\$0	\$1,303,455	\$1,278,556	\$0	\$1,150,689
434	CFD 06-1 Construction	2,813,335	\$0	\$3,000	\$30,000	\$0	\$2,786,335
435	CFD 06-1 Debt Service	6,976,195	\$0	\$5,146,964	\$4,951,864	\$0	\$7,171,296
436	CFD 07-1 Debt Service	1,866,222	\$0	\$1,129,647	\$1,101,692	\$0	\$1,894,176
437	CFD 07-1 Construction	75,807	\$0	\$2,500	\$0	\$0	\$78,307
438	CFD 06-1 Annex Construction	200	\$0	\$100	\$0	\$0	\$300
440	CFD 13-01	10,400	\$0	\$217,100	\$205,700	\$0	\$21,800
441	CFD 14-01 Debt Service	3,328,794	\$0	\$1,467,893	\$1,443,175	\$0	\$3,353,511
442	Special Tax B	0	\$0	\$3,630,000	\$0	\$3,630,000	\$0
443	CFD 14-01 Construction	19,985,825	\$0	\$0	\$0	\$0	\$19,985,825
561	MCAS 2010 TAB Proceeds	2,437,469	\$0	\$0	\$124,000	\$0	\$2,313,469
570	Successor Agency (Trust Fund)	3,160,211	\$0	\$0	\$2,400	\$0	\$3,157,811
575	Tustin Housing Authority	1,072,468	\$0	\$1,400	\$393,595	\$0	\$680,273
	TOTAL ALL FUNDS	\$138,050,797	\$3,026,600	\$103,337,285	\$106,163,025	\$6,406,600	\$131,845,057

GENERAL FUND FUND BALANCE DETAIL

FY 2016-2017

Audited Beginning Fund Balance	\$25,496,695
Projected Revenue	\$56,922,500
Proposed Expense	(\$60,028,552)
Projected Undesignated/Ending Fund Balance	\$22,390,643

FY 2017-2018

Projected Beginning Fund Balance	\$22,390,643
Projected Revenue	\$58,780,830
Proposed Expense	(\$59,972,325)
Projected Undesignated/Ending Fund Balance	\$21,199,148

FY 2018-2019

Projected Beginning Fund Balance	\$21,199,148
Projected Revenue	\$59,249,727
Proposed Expense	(\$61,918,649)
Projected Undesignated/Ending Fund Balance	\$18,530,226

 2017-19 FY OPERATING AND CAPITAL IMPROVEMENT BUDGET

FY 2017-2018 Projected

Balanced Budget

Transfer In	\$1,704,500
Planned Use of Excess Reserves	\$1,191,495
Revenue	\$57,076,330
Expenditures	(\$59,972,325)
Transfer Out	\$0
	<hr/>
	\$0

Projected General Fund Fund Balance	\$21,199,148
Projected GF Reserves as % of GF Exp	35.3%

FY 2018-2019 Update

Balanced Budget

Transfer In	\$1,459,900
Planned Use of Excess Reserves	\$2,668,922
Revenue	\$57,789,827
Expenditures	(\$61,918,649)
Transfer Out	\$0
	<hr/>
	\$0

Projected General Fund Fund Balance	\$18,530,225
Projected GF Reserves as % of GF Exp	29.9%



2017-19 FY OPERATING AND CAPITAL IMPROVEMENT BUDGET

REVENUE SUMMARY

Revenue Summary		13/14	14/15	15/16	16/17	16/17	17/18	18/19
		Actual	Actual	Actual	Budget	Projected	Proposed	Proposed
100	General Fund	51,734,763	59,133,085	65,097,962	55,637,800	56,922,500	58,780,830	59,249,727
	General Governmental Rev	48,224,578	55,705,497	60,733,865	52,430,900	53,749,000	55,377,088	55,828,160
	Community Development	1,654,973	1,521,641	2,316,787	1,179,600	1,099,700	1,213,942	1,179,767
	Public Works	83,372	67,029	85,098	57,300	79,300	75,300	75,300
	Police Services	800,508	952,250	1,013,664	936,000	1,031,000	1,115,000	1,115,000
	Fire Services	26,338	19,418	21,240	15,000	15,000	15,000	15,000
	Parks and Recreation	944,995	867,251	927,309	1,019,000	948,500	984,500	1,036,500
100	General Fund	51,734,763	59,133,085	65,097,962	55,637,800	56,922,500	58,780,830	59,249,727
101	Emergency Fund	0	1,000,000	0	0	0	0	0
186	Oblig Reimb Frm Successor Agnc	10,564	14,390	28,198	11,000	11,000	11,000	11,000
187	Backbone Fee Fund	58,707	16,946,435	2,089,375	12,805,600	10,305,617	6,499,300	0
189	Land Held for Resale	352,341	49,382,458	849,638	8,500,000	29,167,009	22,000,000	0
200	Capital Projects Fund—CIP	4,684,828	2,848,851	3,280,000	8,189,700	8,189,700	6,311,000	2,196,000
120	CDBG	533,129	1,122,881	591,513	596,200	740,111	1,545,500	660,300
129	Cable PEG Fees	66,265	114,687	348,007	130,000	130,000	130,000	130,000
130	Gas Tax	2,463,784	2,225,104	1,739,020	1,635,600	1,561,000	2,322,400	3,299,400
131	Park Development	188,863	218,158	1,360,139	180,000	274,277	255,400	255,400
132	Park Development Tustin Legacy	28,268	38,262	73,390	30,000	709,250	30,000	0
133	SCAQMD	118,127	123,189	104,620	82,100	96,900	96,900	96,900
134	Asset Forfeiture	202,279	61,630	1,352	146,843	181,393	100,100	100,100
135	RNSP Asset Forfeiture	0	0	161,078	0	22,033	0	0
136	Supplemental Law Enforcement	146,628	137,143	145,158	100,000	124,650	151,000	151,000
137	Treasury RNSP Asset Forfeiture	0	0	32,105	0	0	0	0
138	Measure M	7,121	5,197	38,484	2,000	2,000	0	0
139	Measure M2	2,450,310	6,483,792	2,924,327	9,236,488	9,236,488	4,106,300	1,860,900
141	Tustin LLD	688,990	745,742	1,345,804	1,173,000	1,173,000	1,011,200	1,088,700
142	Tustin SL	854,307	876,542	987,652	875,000	900,000	900,000	900,000
171	Solid Waste	0	0	0	0	0	0	0
180	Special Events	0	0	0	0	300,000	364,000	369,000
181	Workers Compensation	636,343	715,857	916,289	906,000	906,000	1,013,800	1,013,800
182	Liability	122,404	1,113,892	1,546,500	1,101,000	1,101,000	1,101,000	1,101,000
183	Unemployment	470	10,396	10,870	0	0	0	0
184	Equipment Replacement Fund	1,752,360	1,214,988	722,383	1,874,200	1,962,500	2,002,500	1,002,500
185	Information Technology	1,240,008	1,567,687	1,843,701	1,893,500	1,893,500	2,146,200	2,146,000
191	Hangar Fund	0	0	0	0	0	0	0
300	Water Enterprise	17,609,770	18,410,530	15,535,025	15,451,300	15,463,055	16,286,700	16,286,700
301	Water Capital Fund	1,546,473	1,559,760	4,119,698	1,541,800	1,541,800	1,541,800	1,541,800
302	Water Enterprise Emergency Fun	0	0	2,000,000	0	0	0	0
305	2011 Water Revenue Bond Fund	6,824,586	36,880	57,223	6,000	6,000	0	0
306	2013 Water Revenue Bond Fund	14,072,672	107,298	203,358	0	0	0	0
430	Assessment Dist. 95-1	0	0	0	0	0	0	0
431	Assessment Dist. 95-1 Constructi	(545)	6,963	436,996	1,600	1,600	1,600	1,600
432	Assessment Dist. 95-2 Debt Servi	0	0	0	0	0	0	0
433	CFD 04-1	1,295,522	1,269,972	1,299,985	1,434,000	1,384,000	1,303,455	1,303,455
434	CFD 06-1 Construction	253,871	1,896,543	4,600,921	3,000	3,000	3,000	3,000
435	CFD 06-1 Debt Service	5,363,759	5,523,894	64,792,474	5,349,600	5,349,600	5,146,964	5,146,964
436	CFD 07-1 Debt Service	1,127,007	1,144,865	16,968,346	1,109,800	1,109,800	1,129,647	1,129,647
437	CFD 07-1 Construction	301	214	1,373,307	0	0	2,500	2,500
438	CFD 06-1 Annex Construction	292,897	12,370	27	100	100	100	100
440	CFD 13-1	0	3,934	217,122	0	217,100	217,100	217,100
441	CFD 14-1 Debt Service	0	0	4,177,357	1,600,000	1,600,000	1,467,893	1,467,893
442	Special Tax B	0	2,833,686	3,434,342	3,376,200	3,491,400	3,558,000	3,630,000
443	CFD 14-1 Construction	0	0	26,425,788	0	44,600	0	0
561	2010 MCAS TABs	182,098	244,424	390,360	0	0	0	0
570	Successor Agency (Trust Fund)	5,536,235	4,405,779	5,150,511	0	0	0	0
575	Tustin Housing Authority	28,021	25,053	1,000,030	4,200	4,200	1,400	1,400
TOTAL		122,473,525	183,582,529	238,420,436	134,983,631	156,126,183	141,538,588	106,363,885

2017-19 FY OPERATING AND CAPITAL IMPROVEMENT BUDGET

EXPENDITURE SUMMARY

Expenditure Summary	13/14	14/15	15/16	16/17	16/17	17/18	18/19
	Actual	Actual	Actual	Budget	Projected	Proposed	Proposed
100 General Fund							
City Council	47,985	39,847	31,780	42,000	38,122	42,600	42,600
City Clerk	359,776	412,873	442,953	533,060	535,018	548,000	570,300
City Attorney	475,086	506,798	530,515	550,000	550,000	550,000	550,000
City Manager	1,272,627	1,430,382	1,373,755	1,564,100	1,607,021	668,300	694,700
Economic Development						1,091,520	1,079,220
Finance	1,080,104	1,095,719	1,140,417	1,227,400	1,372,145	1,457,900	1,497,000
Human Resources	551,769	630,456	717,706	751,600	748,457	922,425	841,130
Community Development	2,671,861	2,917,396	3,075,132	3,736,800	3,666,650	3,397,750	3,312,150
Public Works	7,705,945	9,232,428	11,030,648	13,125,713	12,712,110	11,447,600	12,076,758
Police Services	22,134,424	21,933,607	22,482,175	25,578,979	25,597,548	26,734,040	27,593,140
Fire Services	6,277,854	6,668,629	6,985,045	7,167,600	7,167,600	7,476,100	7,903,500
Parks and Recreation	2,881,055	2,905,565	3,342,600	3,768,300	3,796,982	3,941,390	4,053,451
Successor Agency / RDA	(472,599)	0	0	0	0	0	0
Non-Departmental, Other	1,706,258	3,757,180	7,722,047	2,236,900	2,236,900	1,694,700	1,704,700
100 General Fund	46,692,144	51,530,879	58,874,774	60,282,451	60,028,552	59,972,325	61,918,649
101 Emergency Fund	0						
186 Oblg Reimb Frm Successor Ag	(937,239)	1,234	1,339	600	600	600	600
187 Backbone Fee Fund	18,321,741	1,648,411	82,246	28,255,400	1,798,065	33,550,000	0
189 Land Held for Resale	30,576,870	14,940,352	45,552,220	15,717,615	13,157,999	38,140,120	4,617,450
200 Capital Projects Fund—CIP	8,805,110	2,401,516	3,280,154	10,785,852	6,789,805	10,777,408	2,196,000
120 CDBG	533,129	1,122,881	738,738	596,200	740,111	1,545,547	660,300
129 Cable PEG Fees	0	0	14,526	537,502	537,502	50,000	50,000
130 Gas Tax	1,826,329	2,405,721	1,645,889	2,545,850	1,778,311	3,487,504	1,788,280
131 Park Development	299,197	490,220	577,249	1,536,825	216,525	1,206,478	500,000
132 Park Develop. Tustin Legacy	4,009	3,281	205,533	4,900,000	124,000	5,000,231	0
133 SCAQMD	210,499	76	153	198,000	198,200	100,200	100,200
134 Asset Forfeiture	243,083	51,490	351,514	0	0	0	0
135 RNSP Asset Forfeiture	0	0	144,302	38,758	38,758	0	0
136 Supplemental Law Enforcemer	104,574	137,309	107,675	108,600	112,339	115,100	114,400
137 Treasury RNSP Asset Forfeitu	0	0	26,375	0	0	0	0
138 Measure M	724,155	18,121	481	0	0	0	0
139 Measure M2	2,652,425	4,169,069	2,679,423	9,668,001	2,458,160	13,618,294	949,000
141 Tustin LLD	746,490	715,504	1,484,075	1,130,700	1,110,700	1,073,700	1,088,700
142 Tustin SL	1,362,728	924,962	619,521	648,000	633,000	654,000	659,000
171 Solid Waste	0						
180 Special Events	0	0	0	0	0	420,853	428,038
181 Workers Compensation	842,187	1,944,854	1,559,194	860,300	864,787	909,621	914,000
182 Liability	969,357	1,408,714	821,377	900,966	952,478	1,026,371	1,059,411
183 Unemployment	35,763	22,672	17,913	30,000	10,000	18,000	18,000
184 Equipment Replacement Func	1,481,040	741,823	1,566,584	3,513,255	3,502,444	3,248,806	390,000
185 Information Technology	1,172,438	1,176,293	1,563,396	2,190,021	2,181,536	2,147,500	2,153,100
300 Water Enterprise	36,323,263	15,140,643	19,821,091	16,790,970	16,590,060	17,549,830	17,777,815
301 Water Capital Fund	610,206	(218,472)	290,185	470,000	1,240,580	8,739,611	1,435,000
302 Water Emergency Fund	0						
305 2011 Water Rev Bond Fund	305,752	3,310	356,960	0	950,000	1,108,926	125,000
306 2013 Water Rev Bond Fund	4,882	(148,206)	9,689	0	370,000	9,348,453	0
430 Assess Dist. 95-1	0						
431 Assess Dist. 95-1 Constructio	257,756	265,924	745,200	550,000	550,000	388,200	465,700
432 Assess Dist. 95-2 Debt Servic	0						
433 CFD 04-1	839,913	1,184,332	1,324,720	1,345,319	1,345,319	1,278,606	1,278,556
434 CFD 06-1 Construction	11,289,721	8,676,801	2,961,156	2,577,586	6,813	30,000	30,000
435 CFD 06-1 Debt Service	5,402,886	5,341,227	67,426,205	5,340,913	5,340,913	4,892,064	4,951,864
436 CFD 07-1 Debt Service	1,110,669	1,120,234	17,055,901	1,122,725	1,122,725	1,086,392	1,101,692
437 CFD 07-1 Construction	21	21	0	350,000	300,000	1,000,000	0

2017-19 FY OPERATING AND CAPITAL IMPROVEMENT BUDGET

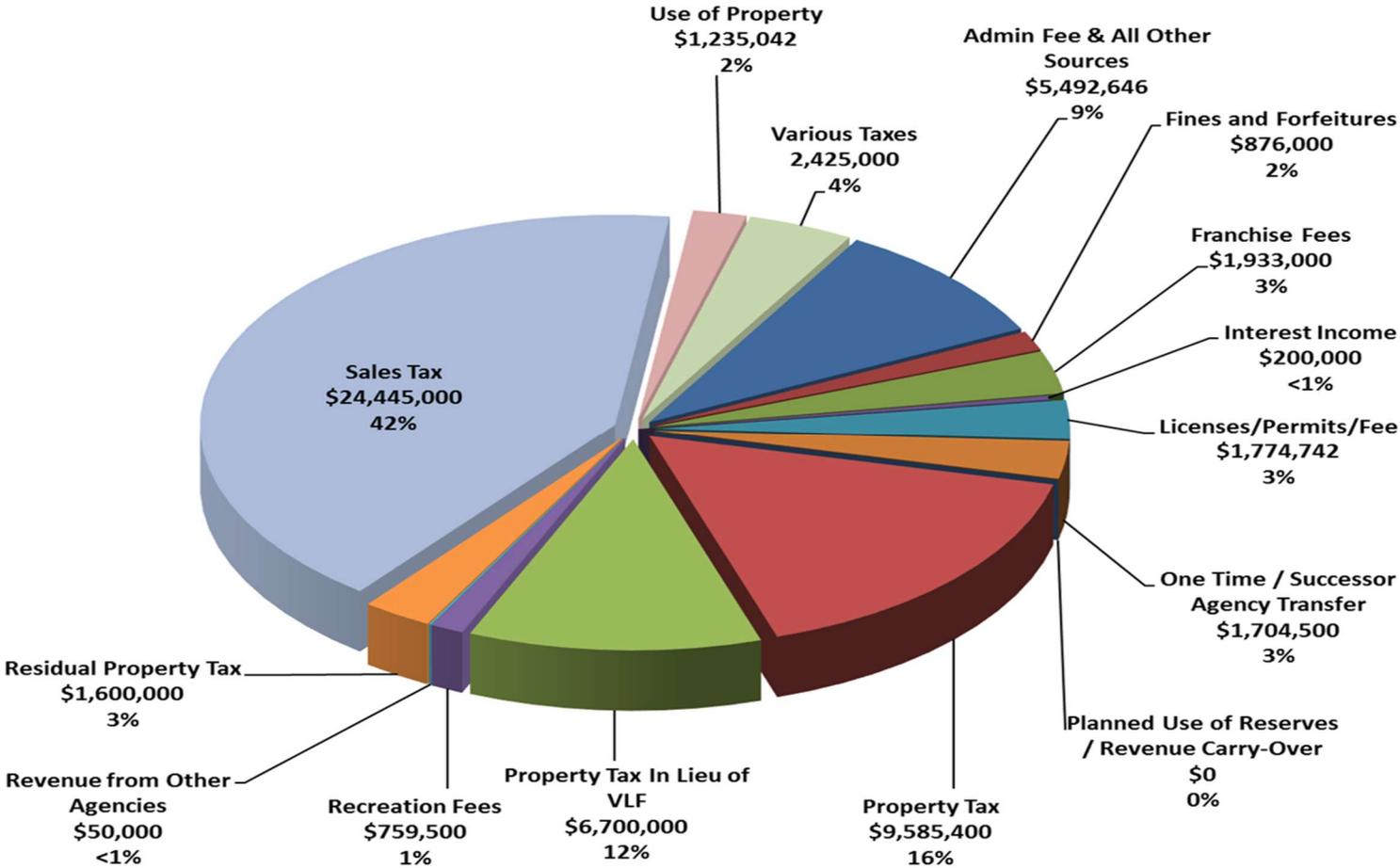
EXPENDITURE SUMMARY

Expenditure Summary	13/14	14/15	15/16	16/17	16/17	17/18	18/19
	Actual	Actual	Actual	Budget	Projected	Proposed	Proposed
438 CFD 06-1 Annex Construction	947,272	516,020	161,881	131,000	0	0	0
440 CFD 13-1	0	3,934	218,103	0	218,100	205,700	205,700
441 CFD 14-1	0	0	836,392	1,611,100	1,611,100	1,416,375	1,443,175
442 Special Tax B	0	2,833,686	3,427,578	3,200,000	3,491,400	3,558,000	3,630,000
443 CFD 14-1 Construction	0	0	132,730	15,242,973	236,500	6,200,000	0
561 2010 MCAS TABs	291,583	3,734,643	10,868,920	14,115,900	5,117,763	15,017,669	124,000
570 Successor Agency (Trust Fun	4,535,097	3,685,575	5,787,481	0	0	2,400	2,400
575 Tustin Housing Authority	240,171	271,596	292,495	367,345	406,964	454,745	393,595
TOTAL	178,825,224	128,266,649	253,631,338	207,660,727	136,132,109	249,339,629	112,569,625



GENERAL FUND REVENUES

FY 2017-18 General Fund Revenues

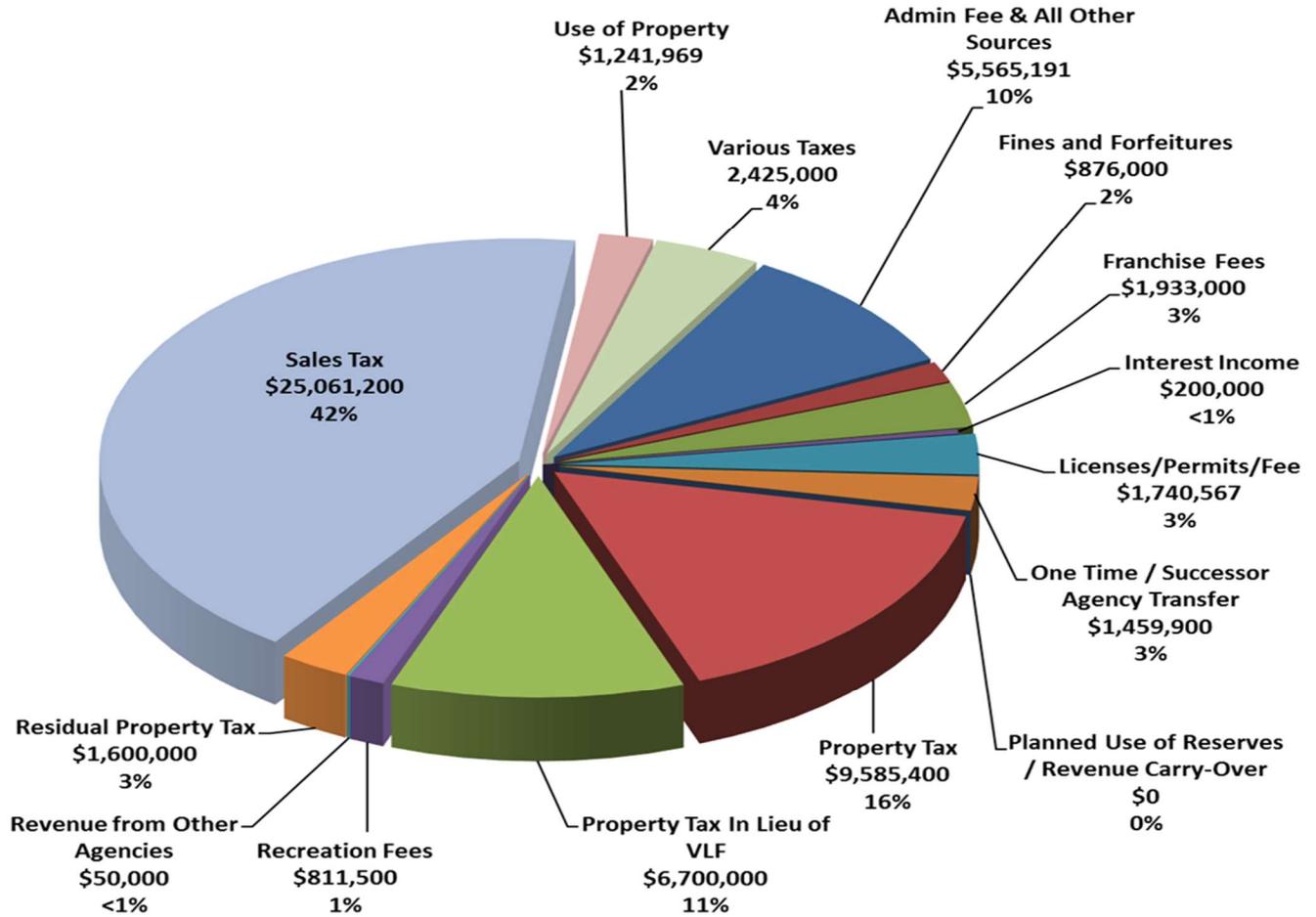


\$58,780,830



GENERAL FUND REVENUES

FY 2018-19 General Fund Revenues

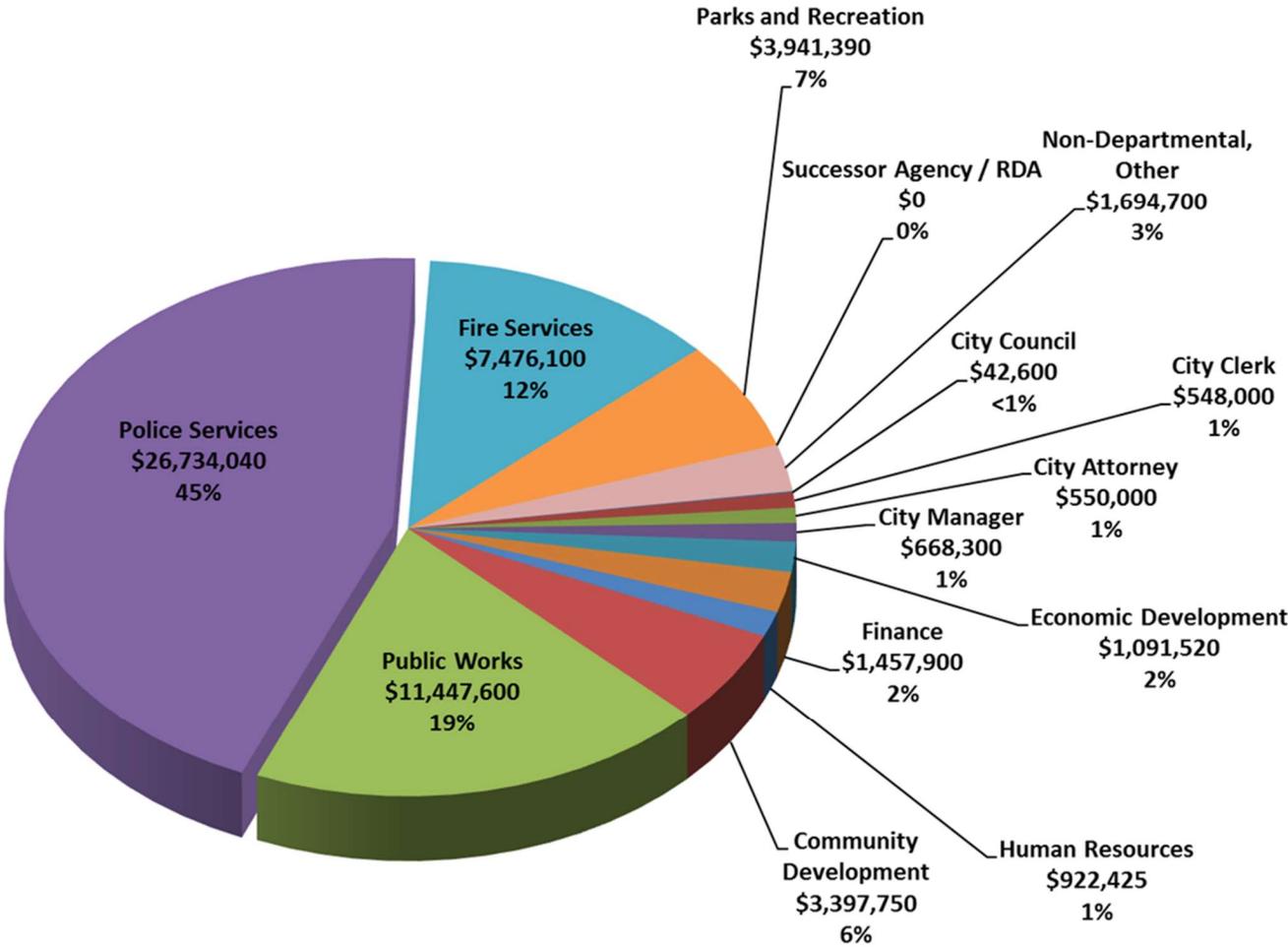


\$59,249,727



GENERAL FUND EXPENSES

FY 2017-18 General Fund Expenses

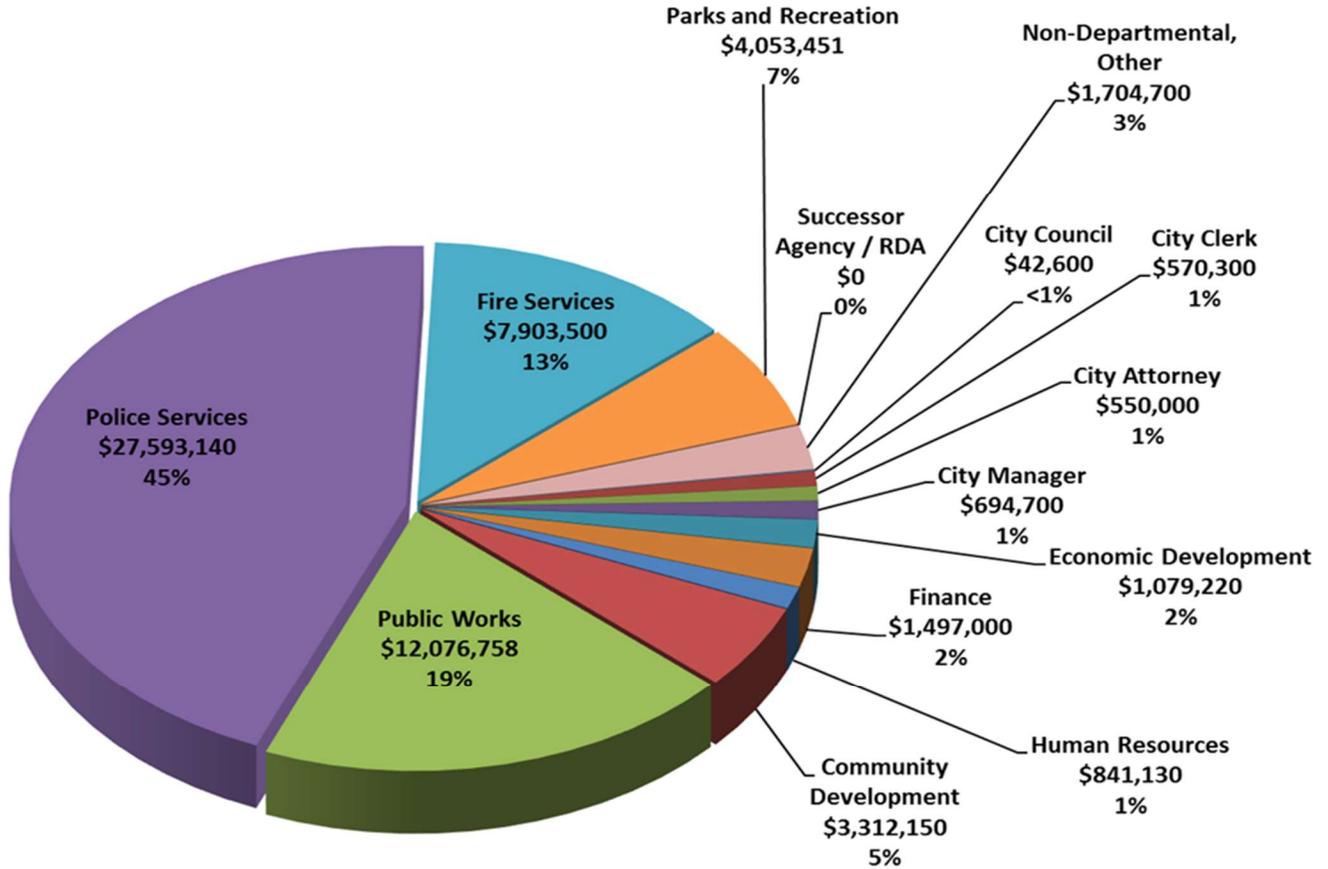


\$59,972,325



GENERAL FUND EXPENSES

FY 2018-19 General Fund Expenses

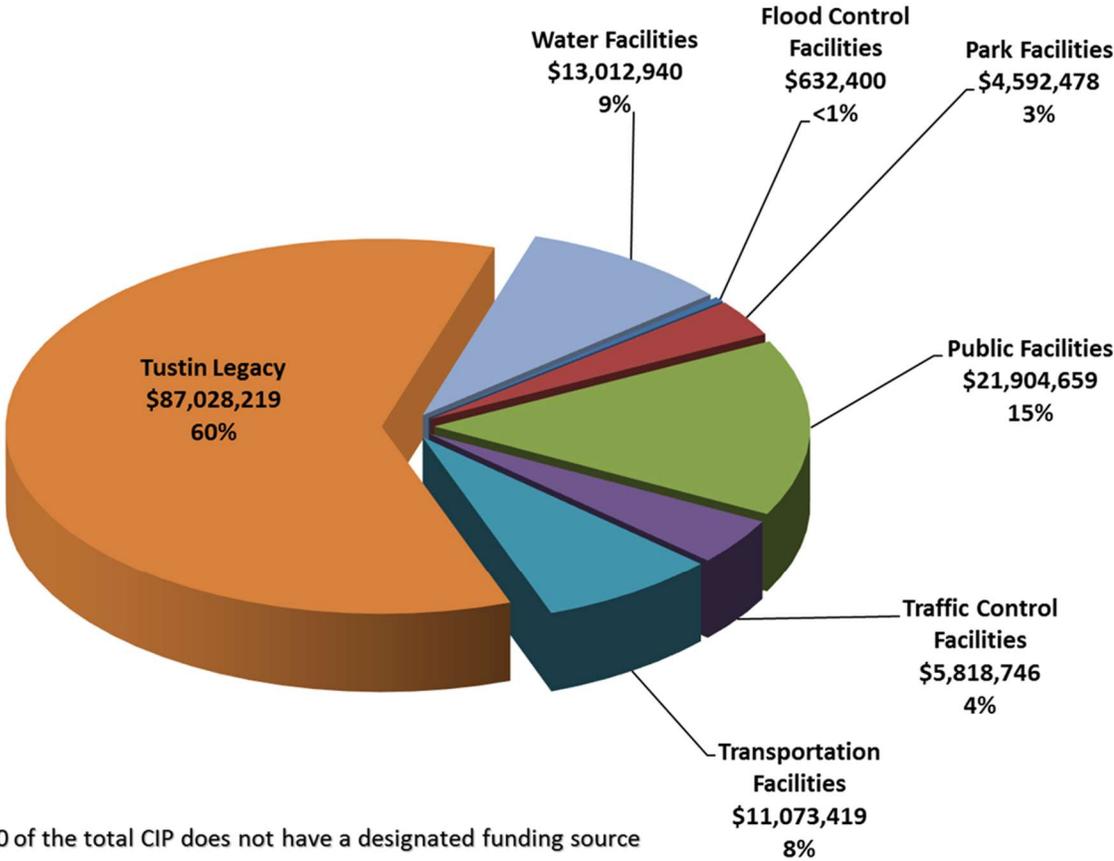


\$61,918,649



CAPITAL IMPROVEMENT PROJECTS

FY 2017-19 Capital Improvement Program



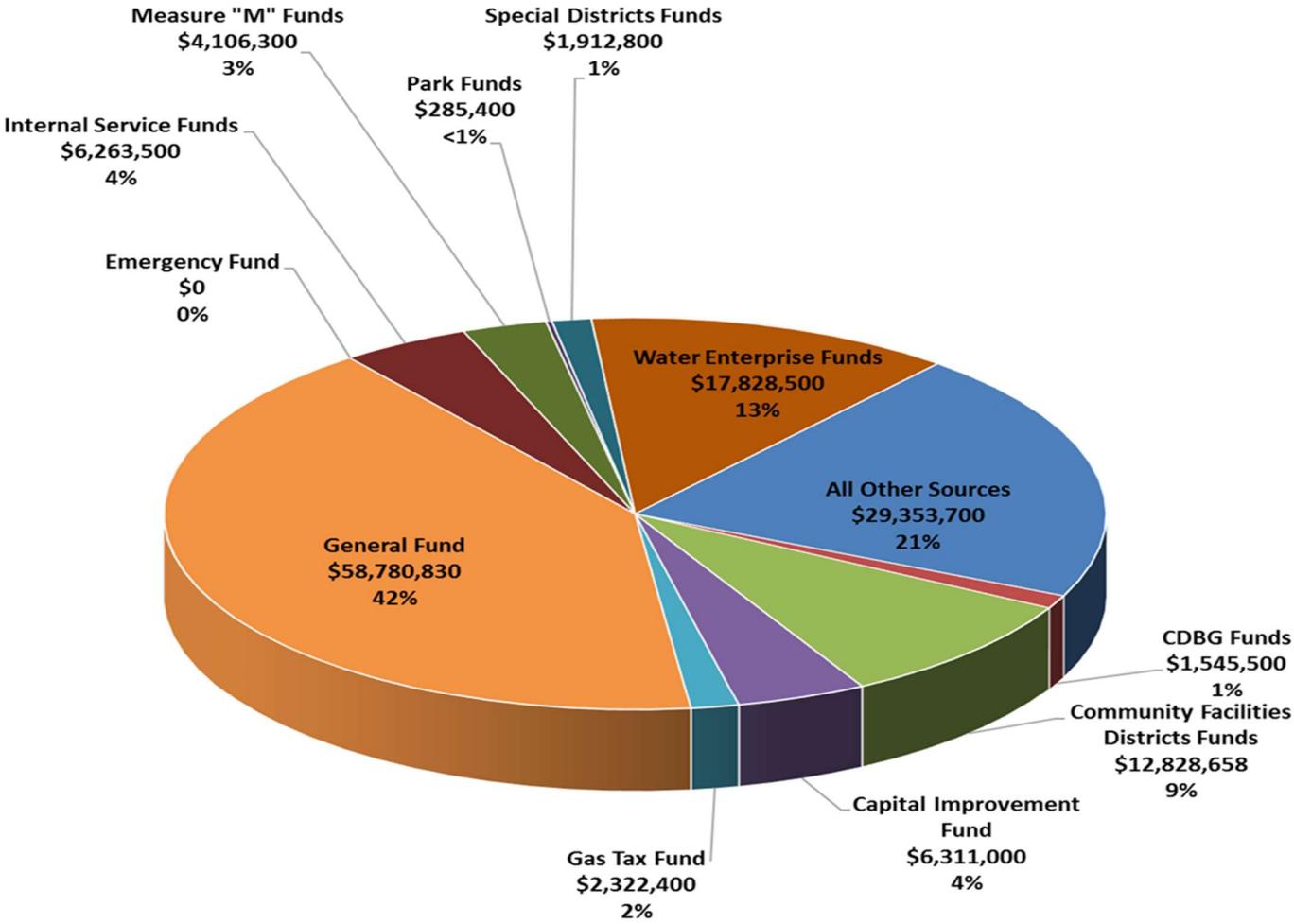
\$144,062,861





TOTAL BUDGET REVENUES

FY 2017-18 Total Budget Revenues

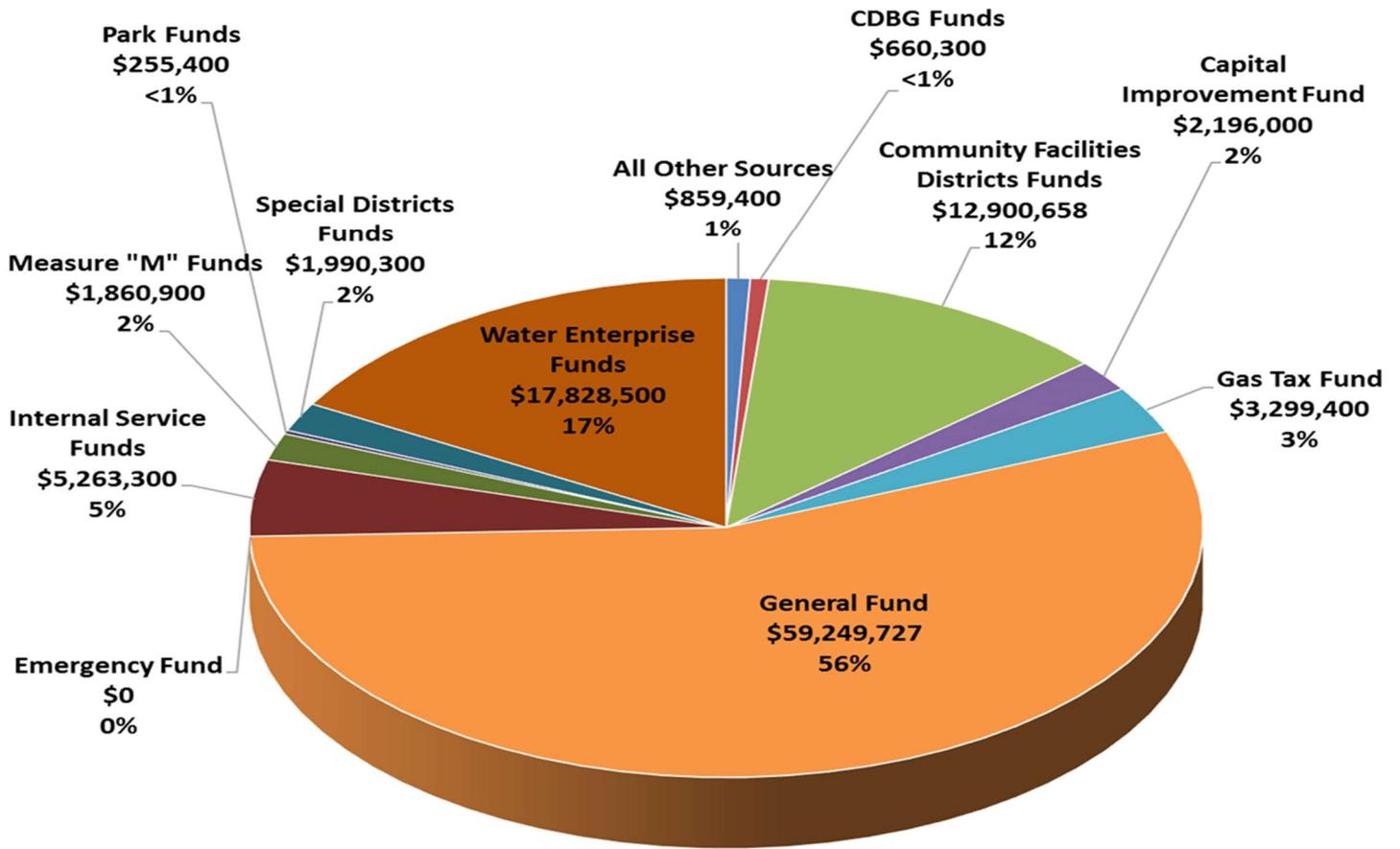


\$141,538,588



TOTAL BUDGET REVENUES

FY 2018-2019 Total Budget

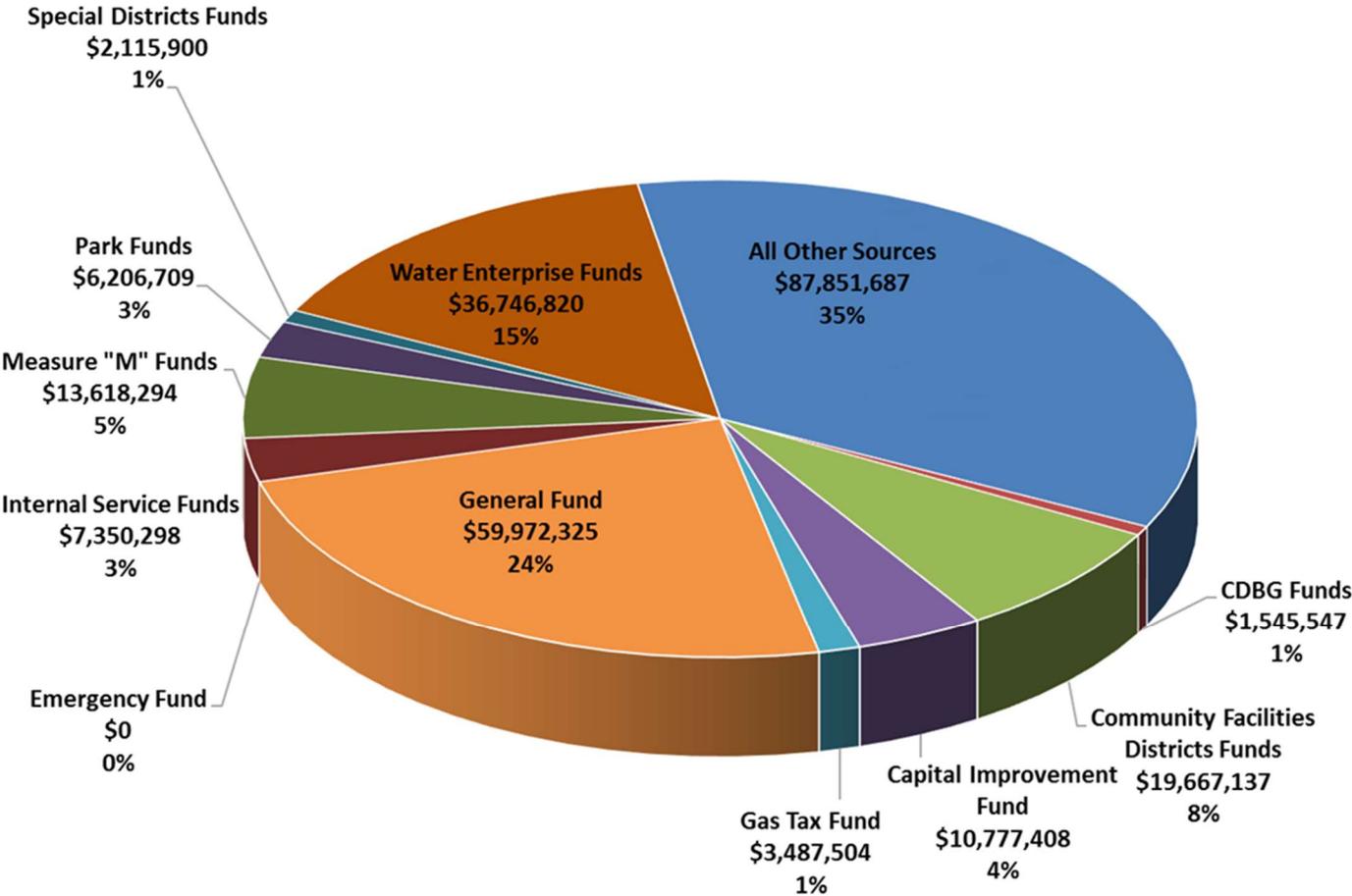


\$106,363,885



TOTAL BUDGET EXPENSES

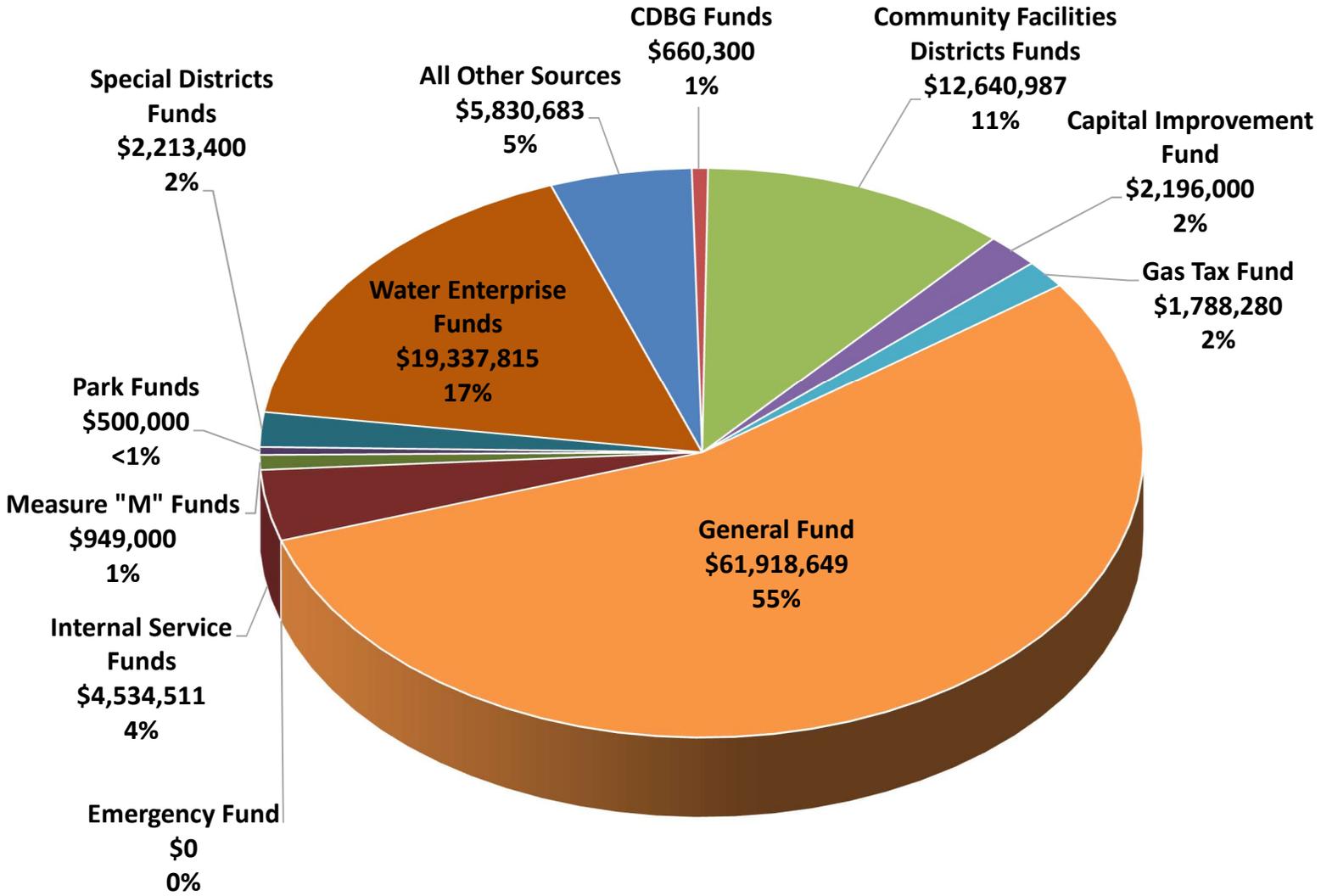
FY 2017-18 Total Budget Expenses



\$249,339,629



FY 2018-19 Total Budget Expenses

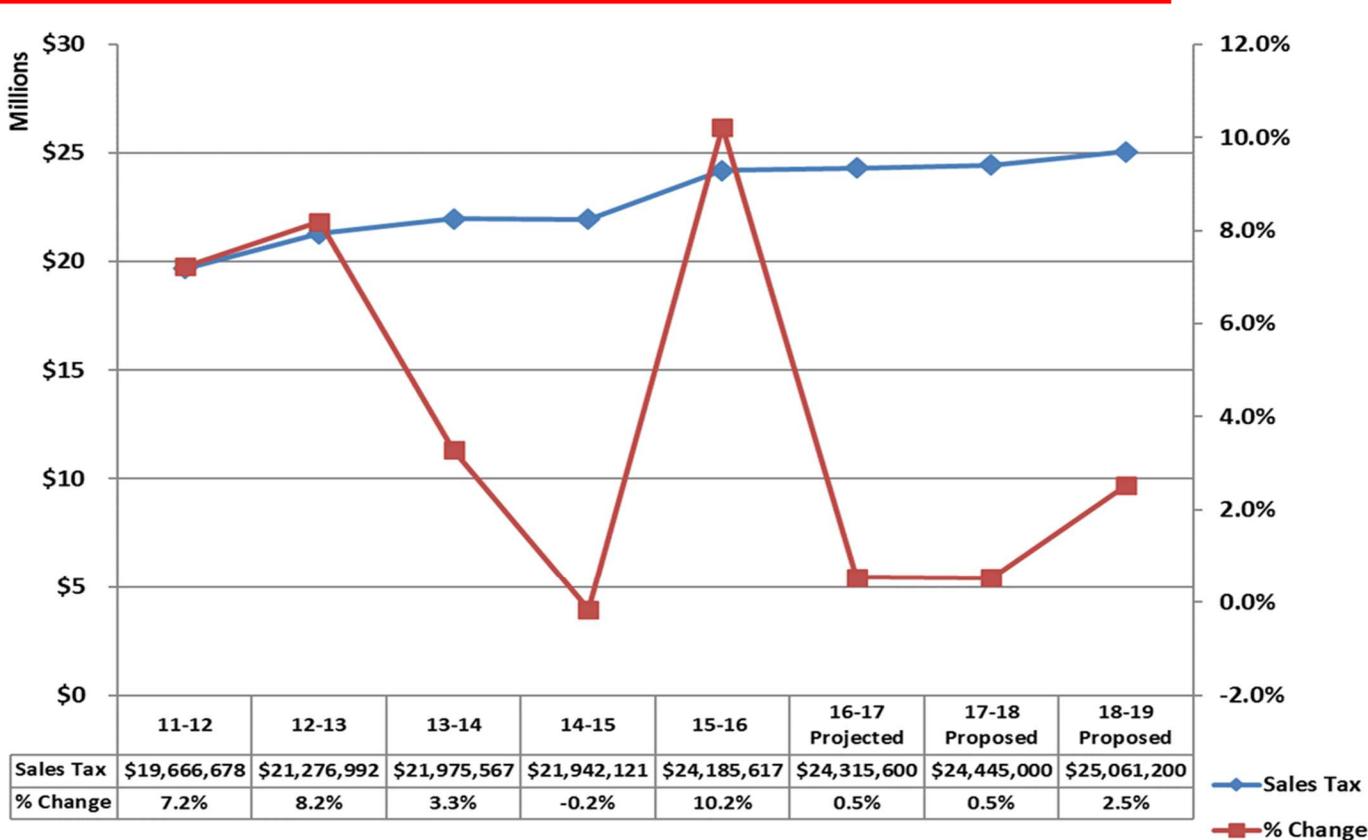


\$112,569,625



SALES TAX REVENUE

Sales Tax



 2015-17 FY OPERATING AND CAPITAL IMPROVEMENT BUDGET

GANN LIMIT

FY 2017-18 APPROPRIATIONS LIMIT

Article XIII B of the California Constitution (enacted with the passage of Proposition 4 in 1979 and modified with the passage of Proposition 111 in 1990) restricts the appropriations growth rate for cities and other local jurisdictions. The growth rate is tied to changes in the population and the change in California Per Capita Personal Income. On May 1, 2017, the State Department of Finance notified each city of the population changes and per capita personal income factor to be used in determining appropriation limits. Effective January 1, 2017, the change in the California Per Capita Personal Income is 3.69% and the change in Orange County's population is 0.69%. Attached is the City's calculation for the permitted appropriations growth rate based on the above information from the State. In accordance with state law, the FY 1986-87 appropriation limit is to be used as the base year in calculating annual appropriation limits thereafter. The City of Tustin's FY 2017-18 Appropriation Limit is 6.0618 times the base year limit of \$14,249,831, which equals \$86,379,313. Total appropriations for FY 2017-18, subject to the limitation equal \$59,972,325, which is \$26,406,988 below the City's FY 2017-18 Appropriations Limit.

Exhibit A

City of Tustin

Appropriations Limits

Appropriations Limit for the Base Year Ending June 30, 1987: \$14,249,831

Fiscal Year	(a) Per Capita P. Income Change	(b) City/County Population Change	(a)x(b) Current Calculation Factor	Cumulative Factor	Amended Limit
2007-08	1.0442	1.0110	1.0557	4.1079	\$58,536,694
2008-09	1.0429	1.0258	1.0698	4.3946	\$62,622,954
2009-10	1.0062	1.0147	1.0210	4.4869	\$63,937,481
2010-11	0.9746	1.0139	0.9881	4.4337	\$63,179,627
2011-12	1.0251	1.0039	1.0291	4.5627	\$65,018,020
2012-13	1.0377	1.0105	1.0486	4.7845	\$68,177,626
2013-14	1.0512	1.0178	1.0699	5.1189	\$72,944,017
2014-15	0.9977	1.0037	1.0014	5.1261	\$73,045,518
2015-16	1.0382	1.0160	1.0548	5.4070	\$77,049,230
2016-17	1.0537	1.0216	1.0765	5.8204	\$82,940,408
2017-18	1.0369	1.0044	1.0415	6.0618	\$86,379,313

17-18 Factors as reported by the State Department of Finance

Per Capita Personal Income change over Prior Year: 3.69%

Population Change:

City of Tustin: 0.44%

Orange County: 0.69%

2015-17 FY OPERATING AND CAPITAL IMPROVEMENT BUDGET

CLASSIFICATION PLAN – PERSONNEL BUDGETING

POSITION CONTROL REPORT	16-17 CURRENT BUDGET	16-17 YTD ACT	16-17 VACAN- CIES	17-18 PROPOSED BUDGET	17-18 NEW REQ	18-19 PROPOSED BUDGET	18-19 NEW REQ
City Clerk							
Administrative Assistant	2.00	2.00	-	2.00	-	2.00	-
City Clerk	1.00	1.00	-	1.00	-	1.00	-
Management Analyst I/II	1.00	1.00	-	1.00	-	1.00	-
	4.00	4.00	0.00	4.00	0.00	4.00	0.00
LEGISLATION TOTAL	4.00	4.00	0.00	4.00	0.00	4.00	0.00
ADMINISTRATION							
City Manager's Office							
City Manager	1.00	1.00	-	1.00	-	1.00	-
Assistant City Manager	0.00	0.00	-	1.00	1.00	1.00	-
Deputy City Manager	1.00	1.00	-	-	(1.00)	-	-
Administrative Assistant	1.00	0.00	(1.00)	-	(1.00)	-	-
Executive Assistant	0.00	0.00	-	1.00	1.00	1.00	-
Executive Coordinator	1.00	1.00	-	1.00	-	1.00	-
Management Analyst I/II	1.00	1.00	-	-	(1.00)	-	-
Senior Management Analyst	0.00	0.00	-	1.00	1.00	1.00	-
	5.00	4.00	(1.00)	5.00	0.00	5.00	0.00
Economic Development							
Administrative Assistant	1.00	1.00	-	1.00	-	1.00	-
Deputy Director - Econ. Dev.	0.00	0.00	-	1.00	1.00	1.00	-
Director, Economic Development	1.00	1.00	-	1.00	-	1.00	-
Econ. Dev. & Housing Manager	1.00	1.00	-	-	(1.00)	-	-
Econ. Dev. Project Manager	1.00	1.00	-	-	(1.00)	-	-
Management Analyst I	1.00	1.00	-	1.00	-	1.00	-
Management Assistant	1.00	1.00	-	1.00	-	1.00	-
Senior Management Analyst	0.00	0.00	-	1.00	1.00	1.00	-
	6.00	6.00	0.00	6.00	0.00	6.00	0.00
Finance							
Accountant	1.00	1.00	-	1.00	-	1.00	-
Administrative Services Manager	0.50	1.00	0.50	-	(0.50)	-	-
Director, Finance	1.00	0.00	(1.00)	1.00	-	1.00	-
Deputy Director - Finance	0.00	0.00	-	2.00	2.00	2.00	0.00
Executive Assistant	1.00	1.00	-	1.00	-	1.00	-
Finance Manager	0.50	1.00	0.50	-	(0.50)	-	-
Management Analyst I/II	1.00	1.00	-	1.00	-	1.00	-
Senior Accountant	1.00	1.00	-	1.00	-	1.00	-
Senior Accounting Specialist	3.00	3.00	-	3.00	-	3.00	-
	9.00	9.00	0.00	10.00	1.00	10.00	0.00



2015-17 FY OPERATING AND CAPITAL IMPROVEMENT BUDGET

Human Resources

Executive Assistant	1.00	1.00	-	1.00	-	1.00	-
Director, Human Resources	1.00	1.00	-	1.00	-	1.00	-
Management Analyst I/II	0.75	0.75	-	0.75	-	0.75	-
Management Assistant	1.00	1.00	-	1.00	-	1.00	-
Senior Management Analyst	1.00	1.00	-	1.00	-	1.00	-
	4.75	4.75	0.00	4.75	0.00	4.75	0.00
Information Technology							
IT Specialist	3.00	3.00	-	3.00	-	3.00	-
	3.00	3.00	0.00	3.00	0.00	3.00	0.00
ADMINISTRATION TOTAL	27.75	26.75	(1.00)	28.75	1.00	28.75	0.00

COMMUNITY DEVELOPMENT**Planning**

Assistant Director, Comm. Dev.	1.00	1.00	-	1.00	-	1.00	-
Associate Planner	0.31	0.31	-	0.31	-	0.31	-
Assistant Planner	1.00	1.00	-	1.00	-	1.00	-
Director, Community Development	1.00	1.00	-	1.00	-	1.00	-
Executive Assistant	1.00	1.00	-	1.00	-	1.00	-
Principal Planner	1.00	1.00	-	1.00	-	1.00	-
Management Analyst	1.00	1.00	-	1.00	-	1.00	-
Senior Planner	2.75	2.75	-	2.75	-	2.75	-
	9.06	9.06	0.00	9.06	0.00	9.06	0.00

Building

Administrative Assistant	1.00	1.00	-	1.00	-	1.00	-
Assistant Director, Comm. Dev.	1.00	1.00	-	1.00	-	1.00	-
Building Inspector	1.00	1.00	-	1.00	-	1.00	-
Building Permit Technician	2.00	2.00	-	2.00	-	2.00	-
Principal Plan Check Engineer	1.00	1.00	-	1.00	-	1.00	-
Senior Building Inspector	2.00	1.00	(1.00)	2.00	-	2.00	-
	8.00	7.00	(1.00)	8.00	0.00	8.00	0.00

Code Enforcement

Code Enforcement Officer	1.00	1.00	-	1.00	-	1.00	-
	1.00	1.00	0.00	1.00	0.00	1.00	0.00

CDBG

Assistant Planner	0.68	0.68	-	0.68	-	0.68	-
Code Enforcement Officer	1.00	1.00	-	1.00	-	1.00	-
Senior Planner	0.25	0.25	-	0.25	-	0.25	-
	1.93	1.93	0.00	1.93	0.00	1.93	0.00

COMMUNITY DEVELOPMENT TOTAL	19.99	18.99	(1.00)	19.99	0.00	19.99	0.00
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2015-17 FY OPERATING AND CAPITAL IMPROVEMENT BUDGET

PUBLIC WORKS

PW Administration

Deputy Pub. Works Director	1.00	1.00	-	1.00	-	1.00	-
Dir. Pub. Works/City Eng.	1.00	1.00	-	1.00	-	1.00	-
Executive Assistant	1.00	1.00	-	1.00	-	1.00	-
Public Works Manager	1.00	1.00	-	1.00	-	1.00	-
	4.00	4.00	0.00	4.00	0.00	4.00	0.00

Engineering

Assistant Engineer	2.00	2.00	-	2.00	-	2.00	-
Management Assistant	1.00	1.00	-	1.00	-	1.00	-
Principal Engineer	1.00	1.00	-	2.00	1.00	2.00	-
Public Works Inspector	0.00	0.00	-	1.00	1.00	1.00	-
Public Works Manager	1.00	1.00	-	1.00	-	1.00	-
Senior Management Assistant	1.00	1.00	-	1.00	-	1.00	-
Senior Public Works Inspector	1.00	1.00	-	1.00	-	1.00	-
	7.00	7.00	0.00	9.00	2.00	9.00	0.00

Streets

Administrative Assistant	0.25	0.25	-	0.25	-	0.25	-
Equipment Operator	3.00	3.00	-	3.00	-	3.00	-
Field Services Manager	0.25	0.25	-	0.25	-	0.25	-
Maintenance Leadworker	1.00	1.00	-	1.00	-	1.00	-
Maintenance Supervisor	0.50	0.50	-	0.50	-	0.50	-
Maintenance Worker	1.00	1.00	-	0.50	(0.50)	0.50	-
Senior Maintenance Worker	3.00	3.00	-	3.00	-	3.00	-
	9.00	9.00	0.00	8.50	(0.50)	8.50	0.00

Landscape

Administrative Assistant	0.25	0.25	-	0.25	-	0.25	-
Field Services Manager	0.25	0.25	-	0.25	-	0.25	-
Maintenance Leadworker	2.00	2.00	-	2.00	-	2.00	-
Maintenance Supervisor	2.00	2.00	-	3.00	1.00	3.00	-
Maintenance Worker	8.00	7.00	(1.00)	7.00	(1.00)	7.00	-
Senior Maintenance Worker	4.00	5.00	1.00	5.00	1.00	5.00	-
	16.50	16.50	0.00	17.50	1.00	17.50	0.00

Water Quality

Senior Management Analyst	1.00	1.00	-	1.00	-	1.00	-
	1.00	1.00	0.00	1.00	0.00	1.00	0.00

Vehicles

Administrative Assistant	0.25	0.25	-	0.25	-	0.25	-
Equipment Mechanic	3.00	3.00	-	3.00	-	3.00	-
Field Services Manager	0.25	0.25	-	0.25	-	0.25	-
Maintenance Supervisor	1.00	1.00	-	1.00	-	1.00	-
Maintenance Worker	0.50	0.50	-	-	(0.50)	-	-
Sr. Maintenance Worker	1.00	1.00	-	1.00	-	1.00	-
	6.00	6.00	0.00	5.50	(0.50)	5.50	0.00



2015-17 FY OPERATING AND CAPITAL IMPROVEMENT BUDGET

Facilities

Administrative Assistant	0.25	0.25	-	0.25	-	0.25	-
Field Services Manager	0.25	0.25	-	0.25	-	0.25	-
Maintenance Leadworker	1.00	1.00	-	1.00	-	1.00	-
Maintenance Supervisor	0.50	0.50	-	0.50	-	0.50	-
Senior Maintenance Worker	1.00	1.00	-	1.00	-	1.00	-
	3.00	3.00	0.00	3.00	0.00	3.00	0.00

PW Emergency Services

Administrative Assistant	0.00	0.00	-	0.00	-	0.00	-
	0.00						

PUBLIC WORKS TOTAL

	46.50	46.50	0.00	48.50	2.00	48.50	0.00
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POLICEPolice Department Management Div

Police Civilian Commander	1.00	1.00	-	1.00	-	1.00	-
Deputy Police Chief	1.00	1.00	-	1.00	-	1.00	-
Executive Assistant	1.00	1.00	-	1.00	-	1.00	-
Managment Assistant	1.00	1.00	-	1.00	-	1.00	-
Police Captain	0.00	0.00	-	1.00	1.00	1.00	-
Police Chief	1.00	1.00	-	1.00	-	1.00	-
Police Lieutenant	1.00	1.00	-	1.00	-	1.00	-
	6.00	6.00	0.00	7.00	1.00	7.00	0.00

North Area Patrol

Police Lieutenant	1.00	1.00	-	1.00	-	1.00	-
Police Officer	25.00	25.00	-	25.00	-	25.00	-
Police Sergeant	7.00	7.00	-	7.00	-	7.00	-
Police Records Specialist	1.00	1.00	-	1.00	-	1.00	-
Police Services Officer I, II, III	1.00	1.00	-	1.00	-	1.00	-
	35.00	35.00	0.00	35.00	0.00	35.00	0.00

South Area Patrol

Police Lieutenant	1.00	1.00	-	1.00	-	1.00	-
Police Officer	25.00	24.00	(1.00)	25.00	-	25.00	-
Police Sergeant	7.00	7.00	-	7.00	-	7.00	-
	33.00	32.00	(1.00)	33.00	0.00	33.00	0.00

Special Operations

Police Lieutenant	1.00	1.00	-	1.00	-	1.00	-
Police Officer	18.00	16.00	(2.00)	19.00	1.00	19.00	-
Police Records Specialist	2.00	1.00	(1.00)	2.00	-	2.00	-
Police Sergeant	3.00	3.00	-	3.00	-	3.00	-
Police Services Officer I, II, III	4.00	4.00	-	4.00	-	4.00	-
	28.00	25.00	(3.00)	29.00	1.00	29.00	0.00

2015-17 FY OPERATING AND CAPITAL IMPROVEMENT BUDGET

Professional Standards

Police Lieutenant	1.00	1.00	-	1.00	-	1.00	-
Police Officer	1.00	1.00	-	1.00	-	1.00	-
Police Records Specialist	1.00	1.00	-	1.00	-	1.00	-
Police Sergeant	1.00	1.00	-	1.00	-	1.00	-
Police Services Officer I, II, III	2.00	2.00	-	2.00	-	2.00	-
Senior Management Analyst	1.00	1.00	-	1.00	-	1.00	-
	7.00	7.00	0.00	7.00	0.00	7.00	0.00

Field Support

Communications Officer I, II	10.00	8.00	(2.00)	10.00	-	10.00	-
Communications Officer Lead	2.00	2.00	-	2.00	-	2.00	-
Police Communication Supervisor	1.00	1.00	-	1.00	-	1.00	-
Police Services Officer I, II, III	7.00	6.00	(1.00)	8.00	1.00	8.00	-
Police Services Officer Supervisor	1.00	1.00	-	1.00	-	1.00	-
Police Support Services Manager	1.00	1.00	-	1.00	-	1.00	-
	22.00	19.00	(3.00)	23.00	1.00	23.00	0.00

Operations Support

Police Fleet Coordinator	1.00	1.00	-	1.00	-	1.00	-
Police Records Specialist	6.00	6.00	-	7.00	1.00	7.00	-
Police Records Specialist Lead	2.00	2.00	-	2.00	-	2.00	-
Police Records Supervisor	1.00	1.00	-	1.00	-	1.00	-
Police Support Services Manager	1.00	0.00	(1.00)	1.00	-	1.00	-
Property And Evidence Supervisor	1.00	1.00	-	1.00	-	1.00	-
Property And Evidence Technician	2.00	2.00	-	2.00	-	2.00	-
	14.00	13.00	(1.00)	15.00	1.00	15.00	0.00

POLICE TOTAL	145.00	137.00	(8.00)	149.00	4.00	149.00	0.00
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POLICE GRANT FUND

Crime Analyst (SLESF)	1.00	1.00	-	1.00	-	1.00	-
	1.00	1.00	0.00	1.00	0.00	1.00	0.00

PARKS & RECREATION**P & R Administration**

Director, Parks & Recreation	1.00	1.00	-	1.00	-	1.00	-
Deputy Director of Parks & Rec	1.00	1.00	-	1.00	-	1.00	-
Executive Assistant	1.00	1.00	-	1.00	-	1.00	-
	3.00	3.00	0.00	3.00	0.00	3.00	0.00

2015-17 FY OPERATING AND CAPITAL IMPROVEMENT BUDGET

Sports

Administrative Assistant	1.00	1.00	-	1.00	-	1.00	-
Recreation Coordinator	1.00	1.00	-	1.00	-	1.00	-
Recreation Supervisor	1.00	1.00	-	1.00	-	1.00	-
Sports Program Specialist	1.00	1.00	-	1.00	-	1.00	-
	4.00	4.00	0.00	4.00	0.00	4.00	0.00

Classes/Cultural Arts

Recreation Coordinator	2.00	2.00	-	2.00	-	2.00	-
Administrative Assistant	0.00	0.00	-	1.00	1.00	1.00	-
	2.00	2.00	0.00	3.00	1.00	3.00	0.00

Senior Programs

Recreation Coordinator	1.00	1.00	-	1.00	-	1.00	-
Recreation Supervisor	1.00	1.00	-	1.00	-	1.00	-
Transportation Coordinator	2.00	2.00	-	2.00	-	2.00	-
	4.00	4.00	0.00	4.00	0.00	4.00	0.00

P & R Support Services

Recreation Facilities Lead	1.00	1.00	-	2.00	1.00	2.00	-
	1.00	1.00	0.00	2.00	1.00	2.00	0.00

Tustin Youth Center

Recreation Coordinator	1.00	1.00	-	1.00	-	1.00	-
	1.00	1.00	0.00	1.00	0.00	1.00	0.00

PARKS & RECREATION TOTAL

	15.00	15.00	0.00	17.00	2.00	17.00	0.00
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WATER ENTERPRISEWater Billing

Accounting Specialist	2.50	3.50	1.00	2.50	-	2.50	-
Senior Accounting Specialist	1.00	0.00	(1.00)	1.00	-	1.00	-
Code Enforcement Officer	0.00	0.00	-	1.00	1.00	1.00	-
Customer Service Supervisor	1.00	1.00	-	1.00	-	1.00	-
Water Meter Reader	2.00	2.00	-	2.00	-	2.00	-
	6.50	6.50	0.00	7.50	1.00	7.50	0.00

Water Administration

Administrative Assistant	1.00	1.00	-	1.00	-	1.00	-
Associate Engineer	1.00	0.00	(1.00)	1.00	-	1.00	-
Principal Engineer	1.00	1.00	-	1.00	-	1.00	-
Public Works Manager	0.00	0.00	-	1.00	1.00	1.00	-
Water Service Manager	1.00	1.00	-	1.00	-	1.00	-
Water Treatment Supervisor	0.25	0.25	-	0.25	-	0.25	-
	4.25	3.25	(1.00)	5.25	1.00	5.25	0.00



2015-17 FY OPERATING AND CAPITAL IMPROVEMENT BUDGET

Water Operations

Maintenance Worker	0.50	0.50	-	0.50	-	0.50	-
Water Const. Maint. Supervisor	1.00	1.00	-	1.00	-	1.00	-
Water Distribution Leadworker	1.00	1.00	-	1.00	-	1.00	-
Water Distribution Operator I, II	6.20	6.20	-	6.20	-	6.20	-
Water Equipment Operator	2.00	2.00	-	2.00	-	2.00	-
Water Treatment Operator II	0.50	0.50	-	0.50	-	0.50	-
Water Treatment Supervisor	0.13	0.13	-	0.13	-	0.13	-
	11.33	11.33	0.00	11.33	0.00	11.33	0.00

Main Street Plant

Water Distribution Operator II	0.10	0.10	-	0.10	-	0.10	-
Water Treatment Operator II	1.25	1.00	(0.25)	1.25	-	1.25	-
Water Treatment Supervisor	0.13	0.13	-	0.13	-	0.13	-
	1.48	1.23	(0.25)	1.48	0.00	1.48	0.00

17th St Desalter

Water Distribution Operator II	0.10	0.10	-	0.10	-	0.10	-
Water Treatment Operator II	1.25	1.00	(0.25)	1.25	-	1.25	-
Water Treatment Supervisor	0.25	0.25	-	0.25	-	0.25	-
	1.60	1.35	(0.25)	1.60	0.00	1.60	0.00

Imported Water

Water Distribution Operator II	0.30	0.30	-	0.30	-	0.30	-
Water Treatment Operator II	0.50	0.25	(0.25)	0.50	-	0.50	-
Water Treatment Supervisor	0.00	0.00	-	0.00	-	0.00	-
	0.80	0.55	(0.25)	0.80	0.00	0.80	0.00

Groundwater

Water Distribution Operator II	1.30	1.30	-	1.30	-	1.30	-
Water Treatment Operator II	0.50	0.25	(0.25)	0.50	-	0.50	-
Water Treatment Supervisor	0.25	0.25	-	0.25	-	0.25	-
	2.05	1.80	(0.25)	2.05	0.00	2.05	0.00

WATER TOTAL	28.00	26.00	(2.00)	30.00	2.00	30.00	0.00
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TOTAL CITY	287.24	275.24	(12.00)	298.24	11.00	298.24	0.00
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GENERAL FUND REVENUE

TUSTIN



BUILDING OUR FUTURE
HONORING OUR PAST

2015-17 FY OPERATING AND CAPITAL IMPROVEMENT BUDGET

REVENUE SUMMARY

Revenue Summary	13/14	14/15	15/16	16/17	16/17	17/18	18/19
	Actual	Actual	Actual	Budget	Projected	Proposed	Proposed
General Fund							
Property Tax in Lieu of VLF	6,117,809	6,348,585	6,746,211	6,450,000	6,700,000	6,700,000	6,700,000
Property Taxes	8,311,526	8,675,248	9,204,546	9,156,400	9,354,600	9,585,400	9,585,400
Residual Property Taxes	995,274	1,103,444	1,503,240	1,500,000	1,600,000	1,600,000	1,600,000
In Lieu-Prop Tax	18,127	19,070	18,859	27,200	19,300	27,246	27,791
AB 1290 Pass Thru	77,227	85,256	100,611	75,000	100,000	100,000	100,000
Special Tax B	2,620,058	2,837,620	0	3,200,000	3,200,000	3,558,000	3,630,000
Franchise Fees	1,797,936	1,911,699	1,952,370	1,854,000	1,907,000	1,933,000	1,933,000
Sales Tax Backfill	5,910,416	5,345,304	4,431,694	0	0	0	0
Sales and Use Tax	16,065,151	16,596,817	19,753,923	23,844,400	24,315,600	24,445,000	25,061,200
Sales Tax - Public Safety - Prop 172	312,465	327,775	327,993	284,200	284,200	300,000	300,000
Transient Occupancy Tax	616,897	1,090,675	1,554,754	1,250,000	1,250,000	1,550,000	1,550,000
Business License Fees	393,241	419,148	406,891	400,000	400,000	400,000	400,000
Real Property Transfer Tax	302,916	479,892	565,648	350,000	450,000	525,000	525,000
New Construction Tax	297,948	39,201	91,000	150,000	40,000	50,000	50,000
Planning Plan Check Fees	198,936	194,850	296,189	171,300	171,300	189,507	183,811
Building Permits & Plan Checks	1,395,180	1,253,113	1,887,517	856,400	856,400	947,535	919,056
Fees and Other Permits	259,004	241,840	191,596	290,700	225,800	237,700	237,700
Fines and Forfeitures	631,339	752,598	982,123	776,000	898,000	876,000	876,000
Interest Income	161,924	227,204	629,755	175,000	175,000	200,000	200,000
Use of property	595,987	933,116	1,084,709	1,003,400	1,003,400	1,235,042	1,241,969
POST Reimbursement	26,422	43,534	19,471	35,000	35,000	15,000	15,000
Revenue from Other Agencies	5,104	5,692	273,592	20,000	22,900	20,000	20,000
State Grants	36,615	16,764	22,487	3,000	20,400	0	0
Federal Grants	40,224	129,340	65,301	90,000	65,000	15,000	15,000
Sports Fees	308,787	276,144	277,014	299,500	220,000	240,000	280,000
Class Fees	308,667	246,605	304,987	300,000	305,000	315,000	325,000
Other Recreation Fees	194,275	203,149	198,840	199,500	203,500	204,500	206,500
Transfer In	1,802,221	6,546,347	9,818,397	1,188,500	1,188,500	1,704,500	1,459,900
Reimbursement from Other Funds	1,200,000	1,200,000	1,200,000	1,200,000	1,200,000	1,200,000	1,200,000
All Other Sources	733,088	1,583,054	1,188,244	488,300	711,600	607,400	607,400
General Fund Total	51,734,763	59,133,085	65,097,962	55,637,800	56,922,500	58,780,830	59,249,727

GENERAL FUND EXPENDITURES

TUSTIN



BUILDING OUR FUTURE
HONORING OUR PAST



CITY COUNCIL

TUSTIN



BUILDING OUR FUTURE
HONORING OUR PAST



2017-19 FY OPERATING AND CAPITAL IMPROVEMENT BUDGET

DESCRIPTION:

The City Council provides policy direction with regard to City services. Through its review and approval of the City's annual operating and capital improvement budgets, the City Council determines the types and levels of City services. The City Council authorizes changes in the Municipal Code through adoption of ordinances. Policy direction is given by the City Council to the Planning Commission, the Community Services Commission and the Audit Commission. The City Council also serves as the Board of Directors of the Tustin Public Financing Authority.

Members of the City Council represent the City on various agencies such as the Orange County Fire Authority, Orange County Transportation Authority, Transportation Corridor Agencies, Orange County Sanitation District, Vector Control District, Southern California Association of Governments, and Newport Bay Watershed Executive Committee.

EXPENDITURE SUMMARY

Expenditure Summary	13/14	14/15	15/16	16/17	16/17	17/18	18/19
	Actual	Actual	Actual	Budget	Projected	Proposed	Proposed
City Council							
Personnel	22,359	9,640	0	0	0	0	0
Operations	25,626	30,207	31,780	42,000	38,122	42,600	42,600
Capital	0	0	0	0	0	0	0
	<u>47,985</u>	<u>39,847</u>	<u>31,780</u>	<u>42,000</u>	<u>38,122</u>	<u>42,600</u>	<u>42,600</u>

CITY MANAGER

TUSTIN

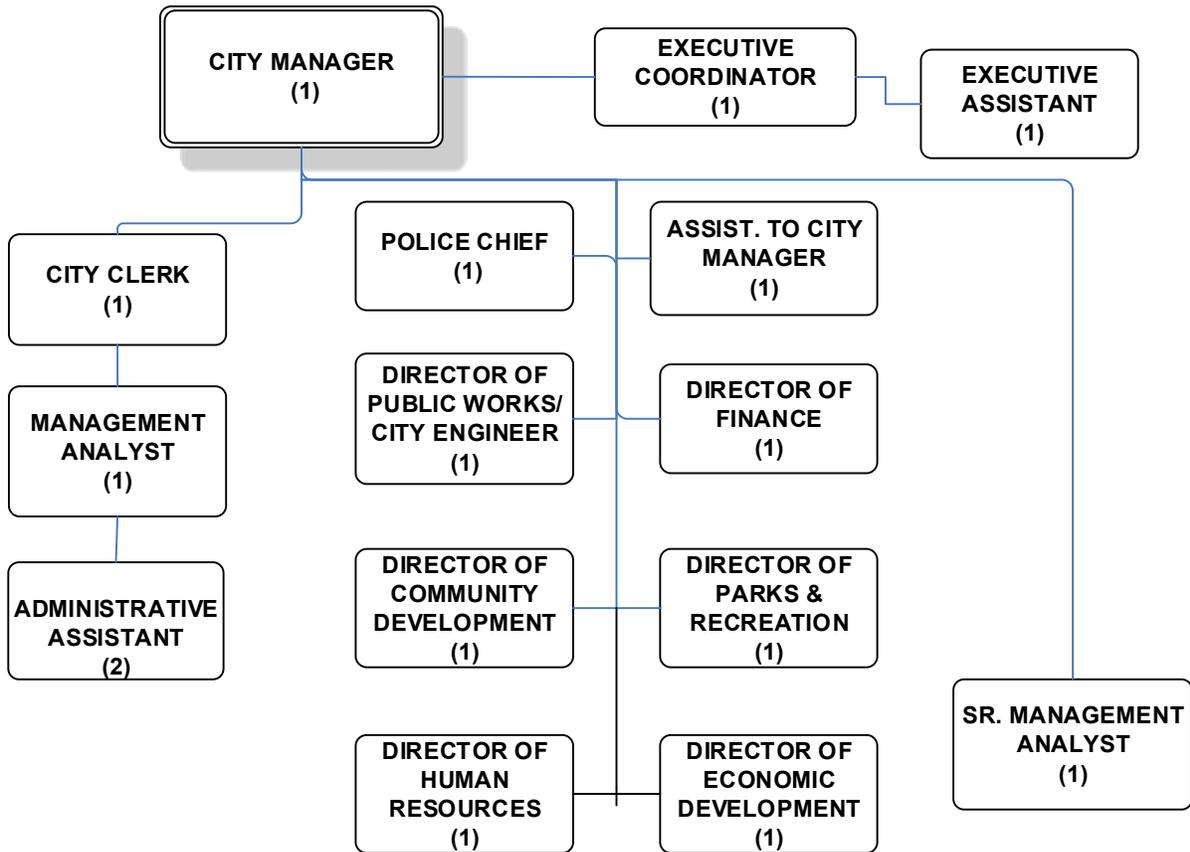


BUILDING OUR FUTURE
HONORING OUR PAST



CITY MANAGER'S OFFICE

ORGANIZATIONAL CHART





2017-19 FY OPERATING AND CAPITAL IMPROVEMENT BUDGET

DESCRIPTION:

Under policy direction of the City Council, the City Manager's Office is responsible for planning, organizing and evaluating City services and providing management direction to all City departments through the department directors. It also ensures that the types and levels of City services are consistent with City Council policy and the proposed budget.

TASKS:

1. Keep the City Council constantly apprised as to the status of City programs and activities;
2. Respond to, and resolve, citizen complaints concerning City services;
3. Provide management oversight of economic development and housing programs;
4. Provide staff support, when required, to members of the City Council serving on regional agencies;
5. Serve on special regional committees such as the Orange County Fire Authority Technical Advisory Committee, Orange County Library Task Force, and 800 MHz Communications System Governance Committee;
6. Submit to the City Council the Fiscal Year 2015-17 operating and seven-year capital improvement budgets;
7. Provide oversight of real estate transactions at Tustin Legacy;
8. Provide oversight of the City's public communications program.

EXPENDITURE SUMMARY

Expenditure Summary	13/14	14/15	15/16	16/17	16/17	17/18	18/19
	Actual	Actual	Actual	Budget	Projected	Proposed	Proposed
City Manager's Office							
City Manager							
Personnel	793,037	687,413	734,527	532,500	546,180	572,300	598,700
Operations	65,171	83,978	82,941	92,100	92,100	96,000	96,000
Capital	0	0	0	0	0	0	0
	<u>858,208</u>	<u>771,391</u>	<u>817,467</u>	<u>624,600</u>	<u>638,280</u>	<u>668,300</u>	<u>694,700</u>



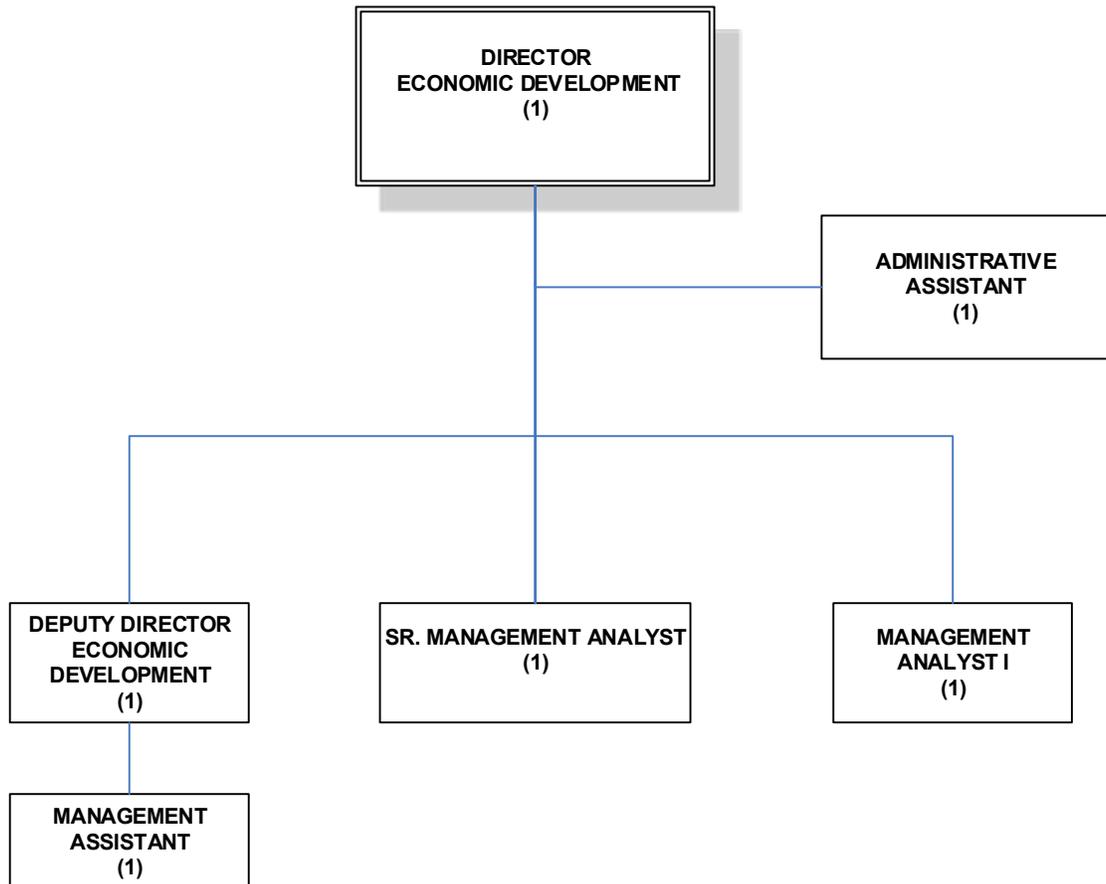
ECONOMIC DEVELOPMENT

TUSTIN



BUILDING OUR FUTURE
HONORING OUR PAST

ECONOMIC DEVELOPMENT ORGANIZATIONAL CHART





2017-19 FY OPERATING AND CAPITAL IMPROVEMENT BUDGET

DESCRIPTION

The dissolution of the Tustin Community Redevelopment Agency eliminated a dedicated funding source for this activity and, as such, a transfer from the Land Proceeds Fund has been included in the budget to offset the costs associated with economic development activity.

EXPENDITURE SUMMARY

Expenditure Summary	13/14	14/15	15/16	16/17	16/17	17/18	18/19
	Actual	Actual	Actual	Budget	Projected	Proposed	Proposed
Economic Development Division							
Personnel	344,173	284,806	421,119	759,800	793,920	840,300	891,000
Operations	70,246	374,186	128,528	179,700	174,820	251,220	188,220
Capital	0	0	6,641	0	0	0	0
	<u>414,419</u>	<u>658,992</u>	<u>556,287</u>	<u>939,500</u>	<u>968,740</u>	<u>1,091,520</u>	<u>1,079,220</u>

SUCCESSOR AGENCY

TUSTIN



BUILDING OUR FUTURE
HONORING OUR PAST

2017-19 FY OPERATING AND CAPITAL IMPROVEMENT BUDGET

DESCRIPTION

The Successor Agency to the former Tustin Community Redevelopment Agency (RDA) was formed on February 1, 2012 as the RDA was dissolved by AB X1 26. The Successor Agency is tasked with winding down the former RDA. The Successor Agency can only pay enforceable obligations that are on the Recognized Obligation Payment Schedule (ROPS) that have been approved by the State Department of Finance (DoF). The ROPS needs to be approved by the Oversight Board and DoF annually. The dissolution act included a provision for administrative costs associated with the winding down of the former redevelopment agency and, as such, a transfer to \$250,000 was included in the budget to offset some General Fund costs.

Approved ROPS can be found on the Successor Agency Website at www.tustinca.org

RECOGNIZED OBLIGATION PAYMENT SCHEDULE (ROPS)

The Successor Agency received a letter on April 10, 2017 from the State Department of Finance on the ROPS 2017-18 approving the total distribution from the Redevelopment Property Tax Trust Fund (RPTTF) for \$0. The total approved obligation is associated with the use of reserve balances in the Successor Agency Fund. The following table shows the reconciliation of the ROPS approval:

ROPS 17-18

Total RPTTF Request:	\$ 0
Total DOF Denials:	\$ 0
Administrative Allowance:	\$ 0
<hr/>	
Total RPTTF Amount Approved:	\$ 0
Amount Reclassified to Other Funds/Reserve Balance:	\$4,420,676
Other Adjustments:	\$ 0
<hr/>	
Total RPTTF Distributed to Successor Agency:	\$ 0



CITY CLERK

TUSTIN



BUILDING OUR FUTURE
HONORING OUR PAST

2017-19 FY OPERATING AND CAPITAL IMPROVEMENT BUDGET

DESCRIPTION:

The City Clerk's Office facilitates the legislative policy-making process; records and validates the proceedings of the City Council, and provides for timely and thorough access to public records. It administers the activities pertaining to City Council legislation, processes Council-approved agenda items, manages public records, and disseminates information concerning Council actions both to City staff and the public and conducts municipal elections.

TASKS:

1. Maintain the repository for contracts/agreements, deeds, resolutions, ordinances, and other City documents; Tustin City Code (TCC), City flags, and vehicle registration documents;
2. Process claims, subpoenas, summons, and public records requests;
3. Administer municipal election
4. Assemble and print City Council agendas;
5. Maintain City Council, Successor Agency to the Tustin Community Redevelopment Agency, Tustin Public Financing Authority and Tustin Housing Authority minutes, ordinances and resolutions;
6. Maintain Oversight Board of the Successor Agency of the Former Tustin Community Redevelopment Agency minutes and resolutions
7. Publish legal notices;
8. Recruit for City Commissions;
9. Prepare proclamations and certificates of recognition;
10. Oversee Citywide records retention program;
11. Provide Citywide phone reception services;
12. Provide Citywide duplication and scanning services and mail delivery;
13. Maintain subscription and distribution of City Council and Planning Commission agendas and minutes;
14. Manage the electronic document imaging system (Laserfiche).

EXPENDITURE SUMMARY

Expenditure Summary	13/14	14/15	15/16	16/17	16/17	17/18	18/19
	Actual	Actual	Actual	Budget	Projected	Proposed	Proposed
City Clerk							
Personnel	253,235	293,482	365,607	395,100	400,080	431,100	453,400
Operations	86,614	104,823	76,542	130,600	129,938	115,400	115,400
Capital	19,927	14,568	804	7,360	5,000	1,500	1,500
	359,776	412,873	442,953	533,060	535,018	548,000	570,300

CITY ATTORNEY

TUSTIN



BUILDING OUR FUTURE
HONORING OUR PAST



2017-19 FY OPERATING AND CAPITAL IMPROVEMENT BUDGET

DESCRIPTION:

The City Attorney’s office provides legal advice and services pertaining to City affairs to the City Council, City Manager and other City officials.

TASKS:

1. Attend City Council, Redevelopment Agency and Planning Commission and Audit Commission meetings for the purpose of providing legal advice;
2. Review and prepare ordinances, resolutions, franchises, agreements, contracts and other documents;
3. Provide legal advice to City departments;
4. Represent the City in court proceedings;
5. Review and monitor general liability claims processed by the City’s claims administrator.

EXPENDITURE SUMMARY

Expenditure Summary	13/14	14/15	15/16	16/17	16/17	17/18	18/19
	Actual	Actual	Actual	Budget	Projected	Proposed	Proposed
City Attorney							
Personnel	0	0	0	0	0	0	0
Operations	475,086	506,798	530,515	550,000	550,000	550,000	550,000
Capital	0	0	0	0	0	0	0
	<u>475,086</u>	<u>506,798</u>	<u>530,515</u>	<u>550,000</u>	<u>550,000</u>	<u>550,000</u>	<u>550,000</u>

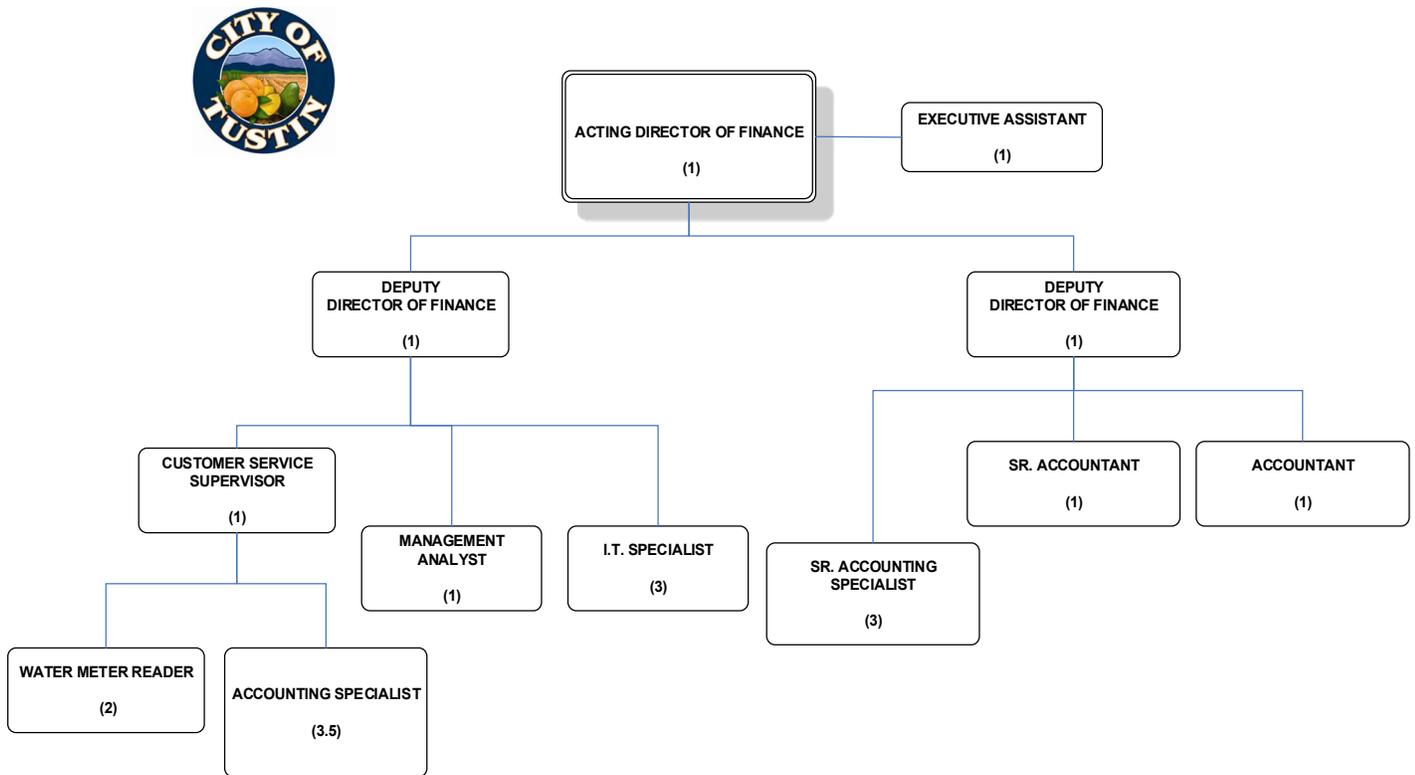
FINANCE

TUSTIN



BUILDING OUR FUTURE
HONORING OUR PAST

FINANCE DEPARTMENT'S ORGANIZATIONAL CHART



2017-19 FY OPERATING AND CAPITAL IMPROVEMENT BUDGET

DESCRIPTION:

The Finance Division provides treasury services, financial services, accounts payable, purchasing, customer service, cashiering, and accounting support for the City, the Successor Agency to the Tustin Community Redevelopment Agency, the Water Utility and the City's Special Assessment Districts. It is responsible for recording the financial activities of the City in accordance with generally accepted accounting principles and standards of the Government Accounting Standards Board.

TASKS:

1. Deposit, monitor and record all revenues of the City.
2. Responsible for the City's cash management.
3. Maintain the General Ledger and all financial records;
4. Ensure proper internal controls are in place throughout the City Departments.
5. Serve as the City Treasurer and invest and manage the City's funds.
6. Provide management support for Water Utility billing.
7. Prepare the quarterly investment reports.
8. Complete the State Controller's Annual Report of Operations, Annual Street Report and other reports as required.
9. Monitor the City's Fixed Asset Accounting System.
10. Administer the payroll, accounts receivable and accounts payable functions.
11. Prepare the annual Operating and Capital Improvement Budget.
12. Represent the City and provide information for various City, County, State and federal audits.
13. Assist in the formation and administration of special assessment districts created to finance public infrastructure at the Tustin Legacy project.
14. Prepare the Comprehensive Annual Financial Report to the City.
15. Manage debt service and issue bonds when appropriate.

2017-19 FY OPERATING AND CAPITAL IMPROVEMENT BUDGET

EXPENDITURE SUMMARY

Expenditure Summary	13/14	14/15	15/16	16/17	16/17	17/18	18/19
	Actual	Actual	Actual	Budget	Projected	Proposed	Proposed
Finance							
Personnel	884,415	871,836	940,027	919,100	946,045	1,109,000	1,148,100
Operations	195,689	223,883	199,908	307,300	425,100	347,900	347,900
Capital	0	0	482	1,000	1,000	1,000	1,000
	1,080,104	1,095,719	1,140,417	1,227,400	1,372,145	1,457,900	1,497,000

HUMAN RESOURCES

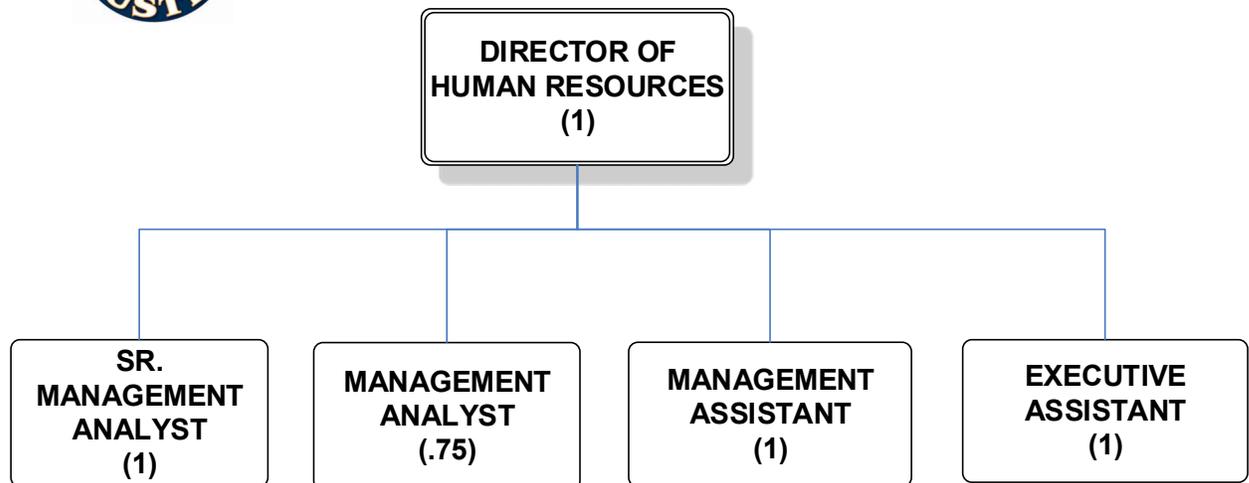
TUSTIN



BUILDING OUR FUTURE
HONORING OUR PAST

HUMAN RESOURCES

ORGANIZATIONAL CHART



2017-19 FY OPERATING AND CAPITAL IMPROVEMENT BUDGET

DESCRIPTION:

Human Resources is responsible for the administration of the City’s personnel, employee relations and labor relations functions. Human Resources strives to attract, hire and maintain the highest quality staff available; coordinate the delivery of employee benefits; and seeks to ensure compliance with all applicable laws regarding personnel and labor relations matters in a consistent manner throughout the organization.

TASKS:

1. Collaborate with operational departments, managers and employees to provide support, services and solutions that ensure a positive and productive work environment.
2. Create and conduct recruitments to fill vacancies in all City departments;
3. Serve as the City’s chief labor negotiator and meet and confer with the represented employee organizations regarding wages, hours and working conditions;
4. Maintain the City’s classification and compensation plan and review/recommend position classification and salary levels for all City positions;
5. Administer employee benefit programs;
6. Review and update policies, procedures and internal controls to ensure compliance with legal requirements and effectiveness with organizational operations;
7. Facilitate employee development and training programs including compliance training;
8. Oversee performance issues with employees including handling grievances, conducting investigations and managing disciplinary processes and appeals;
9. Manage Workers’ Compensation program with the City’s third party administrator by monitoring caseloads;
10. Serve as the program administrator for the City’s safety program including compliance with OSHA regulations;
11. Manage the General Liability and risk management programs using resources through the City’s participation in the California Insurance Pool Authority (CIPA)
12. Coordinate with operational departments to meet program requirements of various intergovernmental agencies including the Department of Transportation (DOT) program, Department of Motor Vehicle (DMV) Pull Notice program, Department of Justice (DOJ) Live Scan program and the Injury and Illness Prevention program (IIPP);
13. Monitor and ensure compliance with state and federal laws related to public sector labor and employment issues.

EXPENDITURE SUMMARY

Expenditure Summary	13/14	14/15	15/16	16/17	16/17	17/18	18/19
	Actual	Actual	Actual	Budget	Projected	Proposed	Proposed
Human Resources							
Personnel	401,715	477,540	552,245	555,000	570,957	675,600	628,305
Operations	150,055	148,963	165,461	196,600	177,500	246,825	212,825
Capital	0	3,954	0	0	0	0	0
	551,769	630,456	717,706	751,600	748,457	922,425	841,130



COMMUNITY DEVELOPMENT

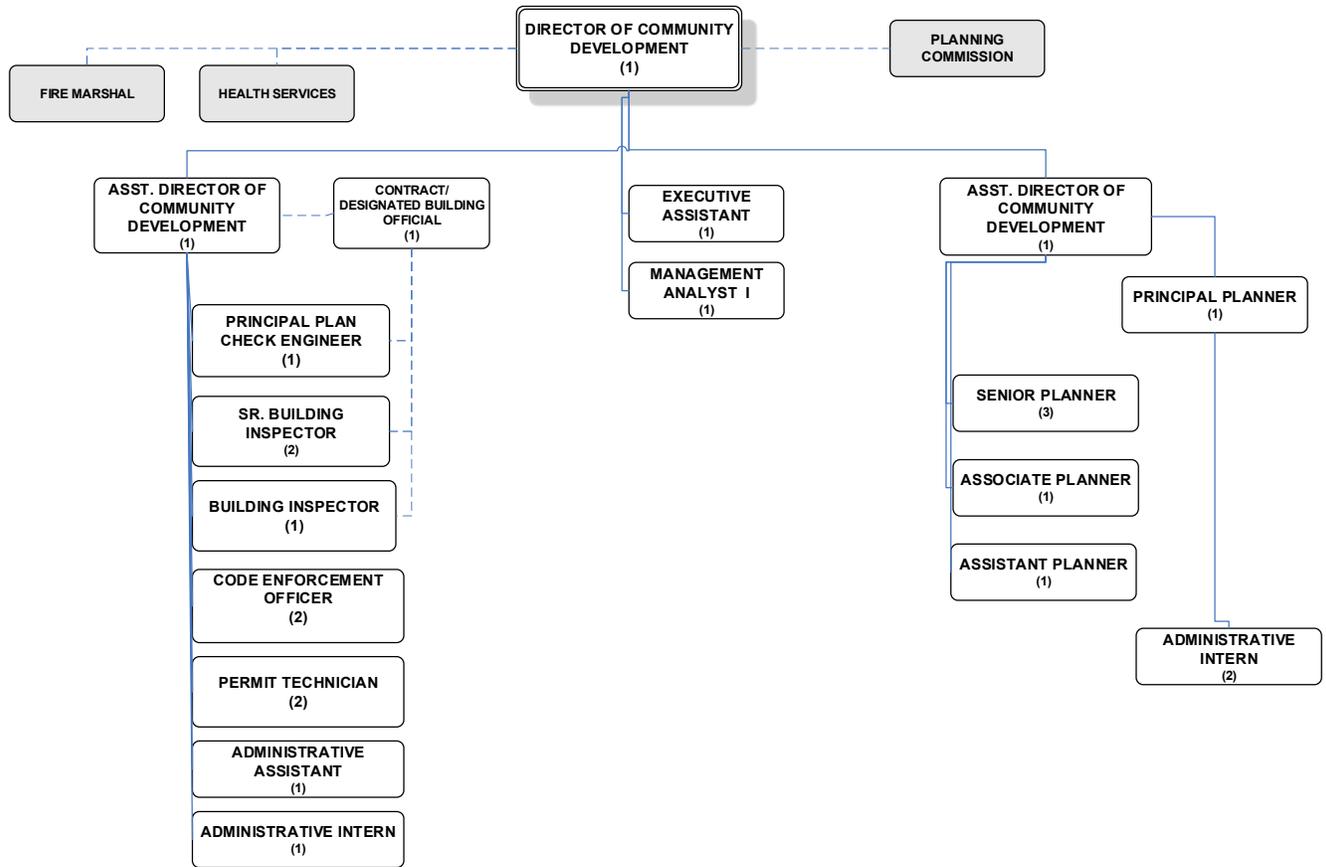
TUSTIN



BUILDING OUR FUTURE
HONORING OUR PAST



COMMUNITY DEVELOPMENT ORGANIZATIONAL CHART



PLANNING DIVISION

DESCRIPTION:

The Planning Division includes current and advance planning/special project functions. The Current Planning Section reviews proposed development to ensure conformance with City zoning and development standards; processes discretionary entitlements; performs plan checks; and answers planning and business license related land use inquiries and requests. The Advance Planning/Special Projects Section is responsible for managing Community Development Block Grant (CDBG) activities and overseeing and coordinating demographics, regional activities, historic preservation, General Plan and Code amendments, environmental studies, business license zoning clearances and business permits, and special projects. Current and Advance Planning staff provide support to the City Council and Planning Commission.

TASKS:

1. Complete a MCAS Tustin Specific Plan Amendment to establish Transit Oriented Developments (TOD), mixed uses, adaptive reuse of structures and additional residential uses through a new vision concept.
2. Complete the Downtown Commercial Core Plan to provide a comprehensive planned vision of Downtown Tustin which encompasses three core areas of Tustin including Old Town Tustin, First Street corridor, and the commercial freeway interface at the 5 & 55 freeway intersections in order to encourage economic development and coordinated improvements.
3. Complete the Red Hill Avenue Specific Plan to provide a comprehensive vision of the Redhill corridor and explore potential mixed uses while protecting existing commercial corridor.
4. Commence with a comprehensive update to the City of Tustin's General Plan.
5. Commence with the preparation of a Specific Plan Amendment for the Pacific Center East Specific Plan by updating the vision concept and transportation system to accommodate potential development within the area.
6. Process discretionary entitlements, including design reviews, conditional use permits, variances, subdivisions, minor adjustments, etc.
7. Perform plan checks for new development, tenant improvements, and other building projects.
8. Process temporary use permits, large gathering use permits, temporary sign permits, and film permits.
9. Continue primary responsibility for planning and development monitoring tasks associated with the Tustin Legacy project.
10. Provide staff support for the administration of activities associated with the federal Community Development Block Grant (CDBG) Program including public service and public facility and improvement projects with an annual allocation of \$680,000.
11. Monitor regional planning and development activities, particularly for community impacts associated with development projects occurring in the neighboring communities of Santa Ana, Orange and Irvine.
12. Continue the City's current program for monitoring aircraft noise associated with flights to and from John Wayne Airport.
13. Review Proposed State and federal legislation for potential impacts to Tustin and prepare position papers and correspondences on pending legislation.

2017-19 FY OPERATING AND CAPITAL IMPROVEMENT BUDGET

14. Review Business License related land use inquiries and requests and provide Zoning Code and other information to new/existing businesses.
15. Continue to provide phone and counter support as a one-stop planning and community development counter to maintain quality of service throughout the City.
16. Assist the Public Works Department in preparing environmental documents for major capital improvement projects.
17. Complete the comprehensive revisions to the City's General Plan with consultant assistance and schedule Planning Commission and City Council workshops, budget permitting.
18. Maintain current demographic information and provide updated information to the public. Work with the Center for Demographic Research, State Department of Finance, and Southern California Association of Governments on updating demographic projections.
19. Administer and oversee the City's Cultural Resources District. Develop and implement a Cultural Resources District work program for the Planning Commission. Process Mills Act program contracts and administer the Tustin Historic Register Plaque Program.
20. Prepare an update to the City's Historical Resources Survey Report.
21. Continue to implement goals associated with the Old Town Parking Study and Old Town Parking Exception.
22. Continue to implement updates and improvements to the Department's web page.
23. Continue to implement efficiency improvements to the department's processes, procedures, etc.
24. Monitor and provide input to SCAG, OCCOG, and OCTA on the implementation of AB 32 and SB 375.
25. Complete Code Updates related to signs, parking and alcoholic beverage sales establishments.

BUILDING DIVISION

DESCRIPTION:

The mission of the Building Division is to ensure the safe and lawful use of buildings and properties by enforcing the California Building Standards Code and the Tustin Zoning Code. We are committed to improving our performance and developing procedures that are streamlined, understandable and transparent. We facilitate development within the community with integrity, efficiency and professionalism. The Division is committed to becoming a premier municipal building organization, dedicated to enhancing the quality of life for all Tustin residents and businesses and making our city safer by reducing the risk associated with fire, and natural hazards such as earthquakes and flooding. The Building Division performs these tasks through implementation and enforcement of State and local Building, Residential, Plumbing, Electrical, Mechanical, Historical Building, Green Building, and Energy Codes, also known as the California Building Standards Code. The Building Division is comprised of three service sections: Plan Check/Permitting, Building Inspection, and Code Enforcement. Plan Check/Permitting and Building Inspection Services ensure that all construction proposals are completed in compliance with the California Building Standards Code. Code Enforcement staff members work with Planners, Building Inspectors, various State agencies, and other City staff to ensure that Tustin properties are well maintained and that national water and air quality requirements are met.

TASKS:

1. Administer and enforce the California Building Standards Codes.
2. Implement the recently adopted 2016 California Building Standards Code.
3. Continue to implement new permit tracking software.
4. Continue to work with developers, allocate resources and coordinate with other agencies and departments to ensure continued progress at the Tustin Legacy.
5. Provide plan check and inspection services for all new construction, additions, and alterations to buildings. Continue to provide expedited plan check services when needed; complete all 1st submittal plan check services within 10 working days and subsequent plan check submittals within 5 working days.
6. Continue to support a Permit-by-Appointment program for relatively routine construction projects prepared by licensed design professionals such as residential remodels and additions (envisioned as a one-stop permit process).
7. Continue to utilize inspection staff to the role of “project coordinator” to guide homeowners through the construction project submittal and permitting process (an ombudsman approach that humanizes and simplifies the plan check and inspection correction process for persons unfamiliar with the City’s construction application, plan check and inspection requirements).
8. Outreach and raise awareness and preparedness for natural disasters such as wildfires and earthquakes to maintain a safe living environment and community. Work with the State Fire Marshall and Orange County Fire Authority representatives to prepare and adopt the anticipated 2018 Fire Hazard Severity Zone maps.
9. Update the City’s Building Codes to facilitate the installation of electric vehicle charging stations, in compliance with State mandates.
10. Continue to develop Code Interpretation Bulletins/Policies for the public and development community to ensure a uniform understanding of City Code requirements.
11. Update the City’s grading and private street design standards to be compatible with the current practice while maintaining quality standards.
12. Complete a Code update necessary to implement an appointed Building Board of Appeals to hold potential hearings on appeals of the Building Official’s interpretation of the State Building Code Standards.
13. Continue to update the Building Division pages on the City website to provide the public and contractors with Building Code information, useful links, and City handouts.
14. Continue to update the Building Division’s Procedure Manual and develop comprehensive internal operational policies.
15. Continue to support OCFA and Tustin Police emergency response needs related to evaluating structural safety following structure fires and vehicle accidents involving structures.
16. Continue an excellent standard of plan check and inspection to maintain code compliance and safety, while also preventing disruptions during construction.
17. Monitor and recommend measures to ensure the City’s compliance with the National Pollutant Discharge Elimination System (NPDES) Permit and Air Quality Management Plan.
18. Administer the City’s graffiti-removal program and actively participate in the City’s Neighborhood Improvement Program.

2017-19 FY OPERATING AND CAPITAL IMPROVEMENT BUDGET

19. Continue to implement property maintenance and zoning code enforcement, including the issuance of administrative citations as necessary, and perform water quality inspections at all active construction sites and developed commercial and industrial sites.

EXPENDITURE SUMMARY

Expenditure Summary	13/14	14/15	15/16	16/17	16/17	17/18	18/19
	Actual	Actual	Actual	Budget	Projected	Proposed	Proposed
Community Development							
Planning							
Personnel	1,209,005	1,246,241	1,299,019	1,304,000	1,256,555	1,311,650	1,349,550
Operations	77,607	56,579	215,828	654,500	654,500	330,800	223,900
Capital	0	0	0	0	0	0	0
	<u>1,286,612</u>	<u>1,302,821</u>	<u>1,514,847</u>	<u>1,958,500</u>	<u>1,911,055</u>	<u>1,642,450</u>	<u>1,573,450</u>
Building							
Personnel	384,429	403,691	564,525	843,400	858,208	917,200	952,900
Operations	911,707	1,102,214	880,210	708,300	668,927	643,300	589,300
Capital	0	0	0	0	0	0	0
	<u>1,296,137</u>	<u>1,505,904</u>	<u>1,444,735</u>	<u>1,551,700</u>	<u>1,527,135</u>	<u>1,560,500</u>	<u>1,542,200</u>
Code Enforcement							
Personnel	85,928	77,737	87,113	98,000	99,860	99,200	100,900
Operations	3,184	30,934	28,437	128,600	128,600	95,600	95,600
Capital	0	0	0	0	0	0	0
	<u>89,112</u>	<u>108,671</u>	<u>115,550</u>	<u>226,600</u>	<u>228,460</u>	<u>194,800</u>	<u>196,500</u>
Community Development							
Personnel	1,679,362	1,727,669	1,950,657	2,245,400	2,214,623	2,328,050	2,403,350
Operations	992,499	1,189,728	1,124,475	1,491,400	1,452,027	1,069,700	908,800
Capital	0	0	0	0	0	0	0
Comm. Development Total	<u>2,671,861</u>	<u>2,917,396</u>	<u>3,075,132</u>	<u>3,736,800</u>	<u>3,666,650</u>	<u>3,397,750</u>	<u>3,312,150</u>

PUBLIC WORKS

TUSTIN



BUILDING OUR FUTURE
HONORING OUR PAST

ADMINISTRATION

DESCRIPTION:

The Administration Division coordinates and provides direction to all Public Works Divisions and Water Services operations. This Division provides research and analysis of current and proposed legislation, Public Works projects, programs and services to ensure benefit, safety and convenience to the community and general public.

TASK:

1. Perform interagency coordination and administer County, State and Federally funded projects and programs.
2. Provide oversight and management of the Public Works and Water Capital Improvement and Operations Budgets.
3. Monitor the Departmental productivity measurement system.
4. Manage the City's Solid Waste Program.
5. Administer contract agreements for various City Services.
6. Manage City records including all record plans with respect to Public Works and Engineering.
7. Administer Tustin Ranch Assessment District and the Tustin Landscape and Lighting District.

ENGINEERING

DESCRIPTION:

The Engineering Division designs and prepares plans for the City's Capital Improvement Program; prepares public works conditions of approval for entitlements; plan checks subdivision plans and maps; inspects all projects within the public right-of-way; maintains records to promote the general safety and well-being of the community; and coordinates all inter/intra community related regional traffic matters pertinent to pedestrian and vehicular safety.

TASKS:

1. Prepare plans, cost estimates, reports and provides oversight for the construction of Capital Improvement Projects.
2. Conduct plan checks on subdivision/parcel maps and perform construction inspection involving public improvements.
3. Conduct City-wide traffic studies.
4. Maintain maps, records and reports for all public improvements.
5. Provide public assistance in response to engineering and traffic related concerns and complaints.
6. Perform contract administration and provide technical assistance to other City departments and outside agencies.

2017-19 FY OPERATING AND CAPITAL IMPROVEMENT BUDGET

7. Administer contracts for pavement management system, signal maintenance, pavement repair and pavement striping.
8. Provide technical engineering support to the Tustin Legacy development program.

STREETS

DESCRIPTION:

The Streets Division ensures that public rights-of-way are properly maintained. This is accomplished by installing proper signage and striping, and by maintaining all streets, sidewalks, bike trails, storm drains and catch basins within the public right-of-way.

TASKS:

1. Support and monitor street sweeping program.
2. Administer streets and alley repair contract.
3. Perform litter control in the public rights-of-way.
4. Performs traffic sign maintenance and striping/marketing program as directed by the Engineering Division, Traffic Section.
5. Performs sidewalk maintenance and grinding as needed.
6. Provide support for special events.

LANDSCAPE

DESCRIPTION:

The Landscape Division maintains all City parks and playground equipment; all landscaped median and parkway areas; and all trees located in the public right-of-way to enhance the aesthetic image of the community, promote the general environmental quality of the community, and ensure the safety of all citizens and the general public.

TASKS:

1. Maintains the turf in the parks.
2. Operates and maintains parks landscape irrigation systems.
3. Maintains foliage through chemical application, removing and/or replacing as required.
4. Performs graffiti removal and manages the weed abatement program in the parks and public rights-of-way.
5. Conducts regular inspection, maintenance, and repair of park grounds and play equipment, structures, lights, and picnic facilities.
6. Administers the citywide tree trimming and landscape maintenance contracts.

WATER QUALITY

DESCRIPTION:

The Water Quality Division provides coordinates and oversight for the City's National Pollutant Discharge Elimination System (NPDES) program and insures compliance with all State and Regional Water Quality Control Board requirements. The Division also coordinates the City's participation in regional water quality efforts related to the Upper Newport Bay and San Diego Creek.

TASKS:

1. Ensure City compliance with the NPDES and MS4 permits.
2. Assess the environmental issues associated with all development activities and provides regulatory framework to ensure that standards set are implemented.
3. Provide technical assistance to other City departments and outside agencies.
4. Maintain a complete inventory of storm water facilities and perform annual inspections.
5. Develop and implement public programs to inform and involve the public in controlling urban runoff.
6. Provide public assistance for storm water related concerns and complaints.
7. Coordinates maintenance of all publicly owned storm drains, catch basins and surface drainage facilities, in accordance with National Pollutant Discharge Elimination System guidelines.

VEHICLES

DESCRIPTION:

The Vehicle Maintenance Division provides general repair and preventative maintenance for all City vehicles and other mechanical equipment, as well as maintaining the Vehicle Lease Fund. In addition, the Division provides maintenance and permit compliance for the City Fueling Island and the Underground Storage Tanks (UST).

TASKS:

1. Perform repairs on vehicles and other mechanical equipment.
2. Administer a preventative maintenance program for vehicles and other mechanical equipment.
3. Provide fuel and maintain fueling facilities for the City and the Tustin Unified School District.
4. Conduct licensing/inspection of vehicles as required by the State Department of Motor Vehicles.
5. Administer the licensing and permits for City generators, fuel island, underground storage tank and other equipment.
6. Administer the forklift certification program.
7. Administers the Vehicle/Equipment Lease Fund.

FACILITIES

DESCRIPTION:

The Facilities Division is responsible for building maintenance and repair. Staff carries out maintenance activities to preserve the value of facilities and equipment. They provide a safe and comfortable environment in City buildings, such as the Civic Center, police station, and recreation centers.

TASKS:

1. Provide information on facility maintenance problems and cyclical replacement items, and coordinate correction through the budgetary process;
2. Monitor progress on facilities maintenance projects and cyclical maintenance through site visits and service request;
3. Perform regular maintenance and building repairs for all public facilities including structural, mechanical, plumbing, electrical, carpentry, and painting;
4. Administer maintenance contracts including, but not limited to janitorial, building security, elevators, pest control and HVAC.

2017-19 FY OPERATING AND CAPITAL IMPROVEMENT BUDGET

EXPENDITURE SUMMARY

Expenditure Summary	13/14	14/15	15/16	16/17	16/17	17/18	18/19
	Actual	Actual	Actual	Budget	Projected	Proposed	Proposed
Public Works							
Administration							
Personnel	434,562	482,385	388,375	428,800	432,322	416,200	425,800
Operations	474,842	509,033	577,582	823,408	650,400	578,350	538,350
Capital	3,819	0	0	0	0	0	0
	<u>913,223</u>	<u>991,419</u>	<u>965,957</u>	<u>1,252,208</u>	<u>1,082,722</u>	<u>994,550</u>	<u>964,150</u>
Engineering							
Personnel	694,330	735,441	844,757	883,500	870,790	1,000,100	1,036,400
Operations	103,451	102,253	75,880	238,000	158,000	158,000	158,000
Capital	0	0	14,675	0	0	0	0
	<u>797,781</u>	<u>837,694</u>	<u>935,312</u>	<u>1,121,500</u>	<u>1,028,790</u>	<u>1,158,100</u>	<u>1,194,400</u>
Streets							
Personnel	647,400	695,221	682,981	591,800	572,679	554,400	573,900
Operations	131,869	102,027	113,879	139,300	139,300	109,300	109,300
Capital	0	1,200,000	1,910,000	3,325,000	3,325,000	1,711,000	2,196,000
	<u>779,269</u>	<u>1,997,248</u>	<u>2,706,860</u>	<u>4,056,100</u>	<u>4,036,979</u>	<u>2,374,700</u>	<u>2,879,200</u>
Landscape							
Personnel	1,111,242	1,217,086	1,405,978	1,482,700	1,305,846	1,510,700	1,548,700
Operations	1,675,295	1,698,278	2,239,964	2,255,104	2,243,900	2,270,025	2,298,800
Capital	0	0	0	0	0	0	0
	<u>2,786,537</u>	<u>2,915,365</u>	<u>3,645,942</u>	<u>3,737,804</u>	<u>3,549,746</u>	<u>3,780,725</u>	<u>3,847,500</u>
Water Quality							
Personnel	110,891	108,316	141,346	133,100	140,675	149,500	159,200
Operations	217,314	257,829	293,859	356,500	356,500	401,825	386,500
Capital	0	0	0	0	0	0	0
	<u>328,204</u>	<u>366,145</u>	<u>435,205</u>	<u>489,600</u>	<u>497,175</u>	<u>551,325</u>	<u>545,700</u>
Fleet Maintenance							
Personnel	404,068	418,674	467,246	489,800	482,065	548,100	565,300
Operations	550,126	489,741	477,992	534,000	534,700	529,500	525,500
Capital	0	0	0	0	0	0	0
	<u>954,194</u>	<u>908,415</u>	<u>945,238</u>	<u>1,023,800</u>	<u>1,016,765</u>	<u>1,077,600</u>	<u>1,090,800</u>

2017-19 FY OPERATING AND CAPITAL IMPROVEMENT BUDGET

Expenditure Summary	13/14	14/15	15/16	16/17	16/17	17/18	18/19
	Actual	Actual	Actual	Budget	Projected	Proposed	Proposed
Building Facilities							
Personnel	179,211	190,101	221,106	291,800	291,433	299,200	310,100
Operations	966,056	1,025,452	1,174,570	1,152,901	1,207,900	1,210,900	1,244,408
Capital	0	0	0	0	0	0	0
	<u>1,145,268</u>	<u>1,215,553</u>	<u>1,395,676</u>	<u>1,444,701</u>	<u>1,499,333</u>	<u>1,510,100</u>	<u>1,554,508</u>
Emergency Services							
Personnel	0	0	0	0	0	0	0
Operations	1,469	590	459	0	600	500	500
Capital	0	0	0	0	0	0	0
	<u>1,469</u>	<u>590</u>	<u>459</u>	<u>0</u>	<u>600</u>	<u>500</u>	<u>500</u>
Public Works							
Personnel	3,581,704	3,847,223	4,151,789	4,301,500	4,095,810	4,478,200	4,619,400
Operations	4,120,423	4,185,204	4,954,185	5,499,213	5,291,300	5,258,400	5,261,358
Capital	3,819	1,200,000	1,924,675	3,325,000	3,325,000	1,711,000	2,196,000
Public Works Total	<u>7,705,945</u>	<u>9,232,428</u>	<u>11,030,648</u>	<u>13,125,713</u>	<u>12,712,110</u>	<u>11,447,600</u>	<u>12,076,758</u>

POLICE DEPARTMENT

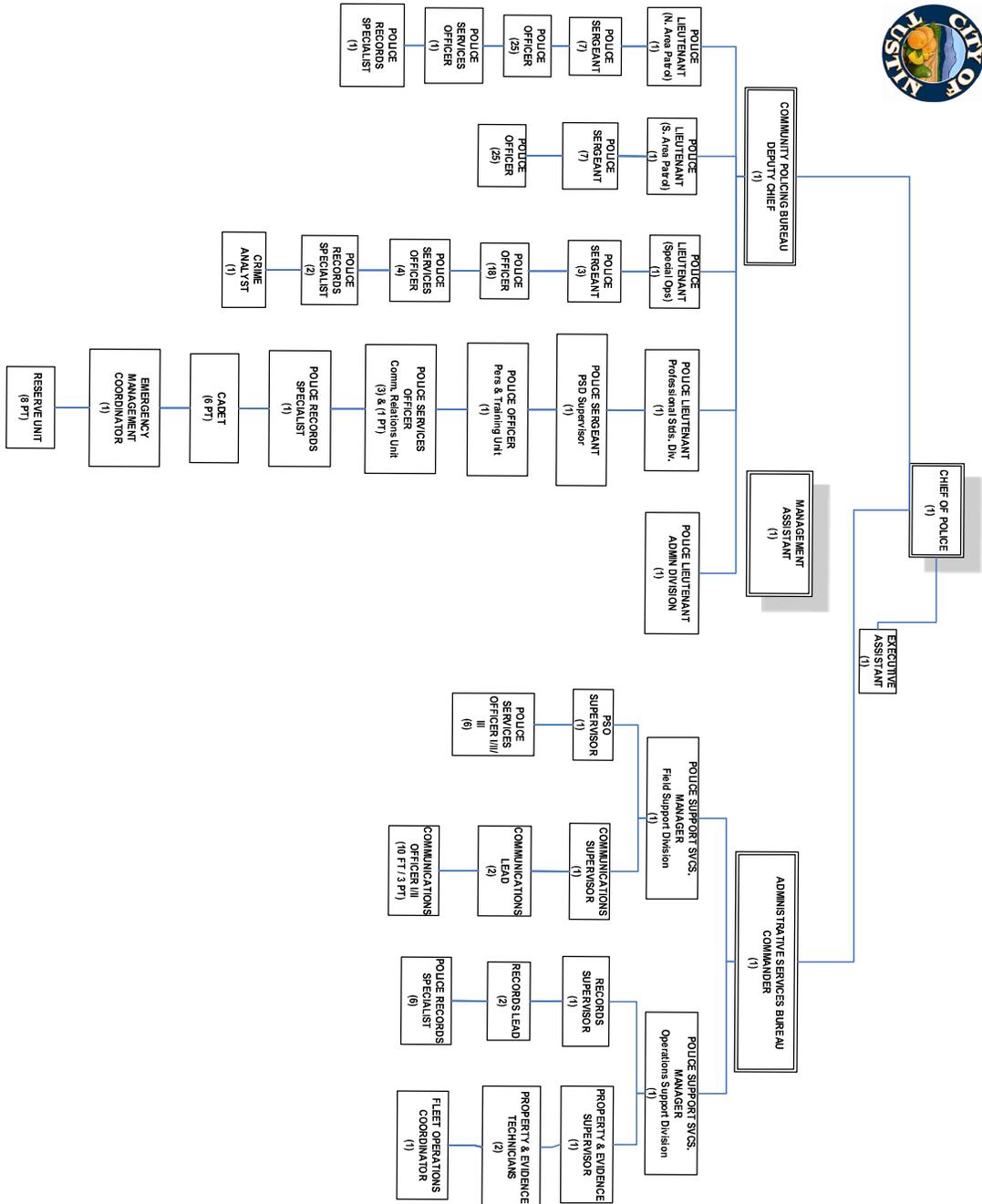
TUSTIN



BUILDING OUR FUTURE
HONORING OUR PAST



POLICE DEPARTMENT ORGANIZATIONAL CHART



POLICE MANAGEMENT

DESCRIPTION:

Police Management directs the day to day operations of the Police Department. Its primary responsibility is to ensure the Department's overall mission is achieved, and the department is well-prepared for the future. Police Management provides leadership and management direction to all Police Department functions. Staff also responds to citizen contacts and represents the Police Department within the City, County and State. Additionally, Police Management is responsible for the oversight of the CALEA (Commission on Accreditation for Law Enforcement Agencies) process.

TASKS:

1. Provide administrative leadership to the entire Department.
2. Provide budget direction and control.
3. Review and implement new programs to enhance effectiveness of the Department;
4. Ensure free flow of internal and external information;
5. Participate in citywide team management concepts;
6. Provide direction and analysis to staff projects;
7. Coordinate with other local, state, and federal law enforcement agencies;
8. Coordinate Police Department activities with other City Departments;
9. Anticipate the future and plan activities accordingly;
10. Provide Department wide training and coordination of the CALEA re-accreditation process;
11. Serve as the leadership and clearing house of the CALEA accreditation team;
12. Compile and maintain the CALEA accreditation files consisting of 463 law enforcement standards organized into 38 chapters;
13. Develop and coordinate inspections and reports mandated by CALEA on a recurring basis to provide the management team with valuable information for the fiscal and physical management of the Police Department.

2016 ACCOMPLISHMENTS:

1. On July 26, 2014, Tustin Police Department received reaccreditation with CALEA

NORTH AREA PATROL

DESCRIPTION:

The North Area Command consists of the area in the City north of the I-5 freeway. Within the area, there are single family residences, high-density housing, commercial, and retail properties. North Area Command is currently staffed by one Lieutenant, seven Sergeants, and 25 Patrol Officers and includes a canine partner. Included in North Area Command, is the Traffic Unit and one police officer assigned as a Community Impact Officer (CIO). The CIO is responsible for addressing on-going community concerns and quality of life issues in the area. The CIO works closely with patrol officers, city officials, business owners and non-profit groups to address community issues.

The Traffic Unit is responsible for traffic enforcement within the Tustin city limits. The Traffic Unit includes one Sergeant, four Motor Officers, one Police Services Officer, one Police Records Specialist, one Master Reserve Officer and four part-time Parking Control Officers. The Traffic Unit also conducts follow-up investigation for serious or fatal traffic collisions. The Traffic Unit submits grant applications and monitors all reporting requirements on funded grants, they also conduct quarterly DUI checkpoints throughout the city and review and approve all traffic collision reports. The Traffic Unit also coordinates the department's response to all of the city's special events such as, Tustin Tiller Days, the Fourth of July Fireworks show, the Tustin Street Fair and Chili Cook-Off.

TASKS:

1. Respond to all criminal, service and traffic calls for service;
2. Investigate, write police reports, follow-up, and apprehend violators as appropriate;
3. Work with Parole and Probation officers in monitoring the activities of those individuals on Parole or Probation who reside in Tustin;
4. Provide crime and traffic accident suppression through specific crime analysis, special enforcement, and proactive problem solving;
5. Conduct educational and other crime/traffic accident prevention presentations;
6. Coordinate community special event plans;
7. Continue the implementation of the overall Departmental Mission, Vision and Values in order to resolve community problems; reduce citizen fear of crime; and increase citizen satisfaction with service provided by local government.



2017 PATROL CITY WIDE ACCOMPLISHMENTS:

1. 11% reduction in robbery
2. 16% reduction aggravated assault
3. 32% reduction in residential burglary
4. Increased the use of GPS technology through the bait program resulting in over 60 felony arrests
5. Increased our community outreach program to include: Run with a Cop, Team Kids, Coffee with a Cop and other programs.

2017 PATROL GOALS:

1. Protect the Community
 - a. Reduction in Part I Crime
 - b. Reduction in Injury Traffic Collisions
2. Engage the Community
 - a. Enhance current programs (Citizens Academy, Spanish Speaking Citizens Academy, Open House, Run with a Cop, Coffee with a Cop, Police-Community Dialogues)
3. Improve Internal Operations
 - a. Making employees' jobs easier and more efficient (CTAPS 2.0, Reporting efficiencies, Equipment improvements, Complete implementation of BWCs, Begin the CAD/RMS project)
 - b. Rebuild Pride and Esprit de Corps
 - c. Foster employee wellness and satisfaction (Wellness committee)

2016 TRAFFIC ACCOMPLISHMENTS:

1. 311 Injury Traffic Collisions
2. 437 Non-Injury Traffic Collisions
3. 4 DUI Checkpoints & 4 DUI Saturation patrols
 - a. 1550 drivers contacted
 - b. 4 DUI Arrests
4. 169 Total DUI Arrests
5. 6 "Know Your Limits" campaigns conducted

SOUTH AREA PATROL

DESCRIPTION:

South Area Command encompasses the portion of the City south of the I-5 freeway. Within the area, there are single family residences, high-density housing, commercial and retail properties. The southwest portion of the city is densely populated with apartment dwellings and in areas, has a high crime rate and gang related incidents. South Area command is currently staffed by one Lieutenant, seven Sergeants and 25 Patrol Officers and includes a canine partner.

The Special Enforcement Detail (SED) is an integral part of South Area Command. SED is a proactive team not encumbered by calls for service. Their mission is to identify and address the criminal element in the community and take appropriate problem solving measures. SED works closely with the Gang Unit, Probation, Parole and other resources to address crime in the area.

Also included in South Area Command, is one officer assigned as a Community Impact Officer (CIO) who splits duties between North and South Area Command. The CIO is responsible for addressing on-going community concerns and quality of life issues in the area. The CIO works closely with patrol officers, city officials, business owners and non-profit groups to address community concerns.

TASKS:

1. Respond to all criminal, service and traffic calls for service;
2. Investigate, write police reports, follow-up, and apprehend violators as appropriate;
3. Work with Parole and Probation officers in monitoring the activities of those individuals on Parole or Probation who reside in Tustin
4. Provide crime and traffic accident suppression through specific crime analysis, special enforcement, and proactive problem solving;
5. Conduct educational and other crime/traffic accident prevention presentations;
6. Coordinate community special event plans;
7. Continue the implementation of the overall Departmental Mission, Vision and Values in order to resolve community problems; reduce citizen fear of crime; and increase citizen satisfaction with service provided by local government.



PATROL CITY WIDE ACCOMPLISHMENTS:

1. 11% reduction in robbery
2. 16% reduction in aggravated assault
3. 32% reduction in residential burglary
4. Increased the use of GPS technology through the bait program resulting in over 60 felony arrests.
5. Increased our community outreach program to include: Run with a Cop, Team Kids, Coffee with a Cop and other programs.

2017 PATROL GOALS:

1. Protect the Community
 - a. Reduction in Part I Crime
 - b. Reduction in Injury Traffic Collisions
2. Engage the Community
 - a. Enhance current programs (Citizens Academy, Spanish Speaking Citizens Academy, Open House, Run with a Cop, Coffee with a Cop, Police-Community Dialogues)
3. Improve Internal Operations
 - a. Making employees' jobs easier and more efficient (CTAPS 2.0, Reporting efficiencies, Equipment improvements, Complete implementation of BWCs, Begin the CAD/RMS project)
 - b. Rebuild Pride and Esprit de Corps
 - c. Foster employee wellness and satisfaction (Wellness committee)

2016 SED ACCOMPLISHMENTS:

1. 420 Arrests
2. 14.18 grams of marijuana seized
3. 161.5 grams of methamphetamine seized
4. .07 grams of cocaine seized
5. 16.61 grams of heroin seized
6. 32 illegal weapons seized
7. \$138,275 in stolen property recovered

SPECIAL OPERATIONS

DESCRIPTION:

The Special Operations Division includes three units, which conduct widely varied and specialized criminal investigations, as well as proactive, street-level law enforcement duties. Those three units are the General Investigations Unit, the Special Investigations Unit and the Gang Unit. In addition to these three units, the Special Operations Division provides oversight of our joint SWAT Team with the Irvine Police Department.

The General Investigations Unit is the largest unit in the Division, and is divided into the Major Crimes Team and Property Crimes Team. These two teams are responsible for conducting comprehensive follow-up investigations for the majority of crimes that are reported to the Tustin Police Department. Detectives assigned to this unit are on-call 24 hours a day to respond to crime scenes throughout the city. The Detectives from the General Investigations Unit are supported by Police Services Officers, a Police Records Specialist and civilian personnel from the Crime Analysis Unit who utilize state-of-the-art technology to analyze crime patterns.

The Special Investigations Unit conducts narcotics and vice enforcement city wide, as well as ensuring compliance with liquor related laws. Officers assigned to this unit operate in an undercover capacity.

The Gang Unit is responsible for suppressing gang activity throughout the city. The Gang Unit also conducts comprehensive follow-up investigations to any crime which may be gang-related. The Gang Unit maintains a visible presence throughout the city conducting street-level gang enforcement.

The SWAT Team's primary role is to solve potentially dangerous incidents through experience, training, and the use of highly specialized tools and equipment.

TASKS:

1. Follow-up on all cases with workable leads;
2. Investigate incidents dealing with vice, narcotics, gangs, and white-collar crimes;
3. Follow-up on unsolved homicide cases, and "cold" DNA hits in sexual assault, burglary and vehicle theft cases
4. Respond to community needs concerning juveniles, including using juvenile diversion programs and maintaining a School Resource Officer program;
5. Coordinate community special event plans;
6. Respond to Barricaded Suspects/Hostage Situations;
7. Respond to threats of armed suicide;
8. Conduct high-risk warrant services;

9. Provide crime suppression through specific crime analysis;
10. Gather gang intelligence on gangs that claim geographical areas within the city
11. Provide personnel to the Orange County Regional Narcotics Suppression Program (RNSP), and the Orange County Auto Theft Task Force (OCATT).

2016 GENERAL INVESTIGATIONS ACCOMPLISHMENTS:

1. The Unit Investigated 972 cases in 2016
2. 78 Arrests were made
3. 31 Warrants served
4. 19 DNA hits

2017 GENERAL INVESTIGATIONS GOALS:

1. Attend briefings weekly and provide information about the various cases and to share knowledge and procedures
2. Strive to attain and maintain an average case clearance rate of 20%
3. Improve technology including but not limited to current software programs (forecasting/predictive analysis), smart board and GPS equipment
4. Build strong relationships with fellow Special Operations personnel and various departments within the city to better perform our function and to better share our expertise and knowledge
5. Utilize the crime analyst to obtain accurate information on crime trends
6. Make arrests in 10% of cleared cases (approx. 80 arrests per year)

2016 GANG UNIT ACCOMPLISHMENTS:

1. 36 Felony Arrests were made
2. 62 Misdemeanor Arrests were made
3. Conducted 252 Parole/Probations searches
4. 781 Field Contacts
5. 254 Field Interviews
6. Issued 67 STEP notices
7. 100 Target Contacts
8. 4 Firearms were seized

2017 GANG UNIT GOALS:

1. Increase Probation/Parole/Post Release Community Supervision (AB 109) searches. Increase number of STEP notices issued
2. Maintain relationship with TUSD, i.e. Operation Safe Schools; and Gang Unit presentations
3. Continue to participate in special enforcement details that target persons, locations and specific crimes
4. Detectives and supervisor complete all required formal training per the training matrix
5. Continue quarterly briefing training and quarterly updates for patrol officers
6. Continue public speaking engagements for schools, community and service clubs



PROFESSIONAL STANDARDS

DESCRIPTION:

The Professional Standards Division operates under the Community Policing Bureau. Personnel assigned to the Professional Standards Division include the following: one Police Lieutenant, one Police Sergeant, one Police Officer, three Police Services Officers, one Part-time Police Services Officer, one Police Records Specialist, one Master Reserve Officer and one Emergency Operations Coordinator. The Division consists of three specific operational units; Personnel & Training Unit; Community Relations Unit and Emergency Operations.

TASKS:

Personnel Unit

1. Recruitment and hiring of all departmental employees.
2. Management of internal affairs files, background files, training files.
3. Management of the employee performance evaluation system.
4. Representing the agency as custodian of records for all Pitchess & Brady court appearances.
5. Management of the Cadet Program.
6. Management of the Explorer Program.
7. Management of the Volunteer Program.
8. Investigate all serious complaints of misconduct or uses of force as determined by command staff.
9. Prepare yearly administrative statistical reports and state cost recovery reports.

Training Unit

1. Coordinate and track all formal training.
2. Author and track all internally generated training documents.
3. Insure P.O.S.T. compliance with mandated training.
4. Management of the Power DMS computer data system.
5. Coordinate new employee departmental orientations.
6. Manage citizen academy program.
7. Serve as liaison with P.O.S.T. police training academies.

Community Relations Unit

1. Manage numerous community outreach programs such as Neighborhood Watch, Block Captains Meetings, Nixle internet crime prevention and notification program, Tustin Tiller Days police booth and National Night Out.
2. Manage school related programs such as project Think About It, Bicycle Safety and Walk to School.
3. Arrange public safety presentations regarding identity theft, personal safety, holiday safety and drug awareness.
4. Organize public relations programs such as Open House, Santa Sleigh, Santa Cop, and Tustin Hospital special needs donation program.

Emergency Operations

1. Coordination of all emergency planning and training.
2. Creation and management of a Community Emergency Response Team (CERT).
3. Establish emergency preparedness contracts with Federal and State agencies to ensure availability of emergency supplies and resources.

2016 PSD ACCOMPLISHMENTS:

Personnel Unit

1. 3 In house promotions: 1 Deputy Chief, 1 Sergeant and 1 Police Records Specialist
2. 71 Background Investigations which resulted in the hiring of 18 employees, 19 failed backgrounds, six withdrew and 17 applicants are still being processed. 1 Civilian Commander, 1 Police Officer, 1 Reserve Police Officer, 1 Master Reserve Officer, 5 Police Recruits, 3 Communications Officers, 1 Per-Diem Communications Officer, 3 Cadets and 2 Parking Control Officers.

Community Relations

1. Increased the attendance of National Night Out
2. Revitalize inactive Neighborhood Watch Groups
3. Update of the Community Relation information pamphlets
4. Continued with organization of the Community Relations area in the basement at City Hall
5. Continued participation in Neighborhood Improvement Task Force (NITF) meetings

Emergency Management

1. Conducted two CERT training courses
2. Continued with organization and workability of the new EOC/Briefing room

Volunteer Unit

1. Added 1 new Volunteer to the program
2. Continue Citizen's Academy and CERT programs and use as a recruitment tool

3. Hosted Volunteer Appreciation Dinner
4. Continued with Santa Sleigh program, only 1 day in 2016 was cancelled due to weather

2017 PSD GOALS:

Personnel Unit

1. Fill vacancies in all open positions throughout the year
2. Fill authorized "Over-Hire" Police Recruit positions in anticipation of personnel retirements
3. Complete applicant background investigations within a timely manner
4. Ensure all employees are compliant with POST training requirements
5. Incorporate recruitments in Facebook and other Social Media Outlets

Community Relations

1. Create a speaker's bureau list of employees who have an expertise in a specific area for various community presentations
2. Update Citizen Academy curriculum
3. Increase department participation of National Night Out

Emergency Management

1. Continue to train and certify graduates of the CERT academy
2. Conduct EOC Training Exercise
3. Participate in OCHCA Point of Dispensing Exercise
4. Conduct Spring/Fall CERT courses

Volunteer Unit

1. Continue to use Citizen Academy and CERT programs as recruitment pools for the Volunteer Unit
2. Expand the use of Volunteer members at community events

3. Recognize the achievements of current Volunteers at a Volunteer Appreciation dinner

PIO

1. Update the PIO press contact list on a quarterly basis
2. Lieutenant and Sergeant attend PIO Training
3. Effectively utilize Social Media outlets with information regarding press releases and other community issues

Administrative

1. Transfer applicable existing Administrative Investigations into IA Pro
2. Ensure IA notification letters are sent out within set timeframe deadlines

FIELD SUPPORT

DESCRIPTION:

The Field Support Division is comprised of two units: Police Service Officers/CSI and Communications. These units function independently, providing functional services necessary to daily Police Department operations.

TASKS:

Communications Unit

1. Responsible for receiving and relaying all calls for service to field patrol officers, including all 9-1-1 calls.
2. Monitoring police radio 24/7 in support of patrol operations.

2016 ACCOMPLISHMENTS:

1. In 2016 calls were up overall and the Communications Unit received 100,764 calls. 24,017 were 911 calls. The Communications Unit are answering 98 percent of all 911 calls within 5 seconds, which is prior to the caller even hearing a ring. This is well within the standard set by the National Emergency Number Association (NENA) of answering 90% of 911 calls within 10 seconds.
2. Upgraded both the radio and phone systems.
3. A part time Communications Officer completed training and is working as a Per Diem dispatcher.

2017 GOALS:

1. Recruit, train and become fully staffed in the communications center.
2. Continue to meet the state requirement of answering 90 percent of all 911 calls within 10 seconds.

3. Have all Communications Officers attend training to ensure they remain compliant with POST standards for continuing education.
4. Hold a Team Building event.

TASKS:

Police Services Officers Unit

1. Responsible for writing approximately 50% of all non-arrest reports taken by Police Department personnel.
2. Conducts all mid-level Crime Scene Investigation functions
3. Assists field patrol units with a variety of functions including traffic control and parking violations.

2016 ACCOMPLISHMENTS:

1. PSOs took 2,411 original reports, 559 supplemental reports, and processed 137 registrants, wrote 1,367 parking citations, handled 550 citation sign-offs and handled 250 vehicle releases. Overall PSO's took 46.1% of non-arrest reports for 2016.
2. The PSO Unit placed a greater emphasis on community outreach and participated in a variety of community events.
3. Greater emphasis was placed on employee development and training. PSOs were given the opportunity to train and mentor part- time Cadets, and light duty officers assigned to the front desk.
4. We had two PSOs attend POST Field Training Officer course. One of the PSOs was given the responsibility of training a newly-hired PSO in the field.

2017 GOALS:

1. Finish and deploy 3 new CSI vehicles with updated technology for audio/video recording and 800mhz radio, and new lighting equipment for nighttime crime scenes.
2. Work with the General Investigations Unit to update the current procedures for handling courtesy Child Abuse Reports from Orange County Social Services; to include putting written instructions into place for Cadets.
3. Assist PSD with CSI instruction PowerPoint translation during the newly-formed, inaugural Tustin PD Spanish Citizen's Academy.
4. Ensure all field PSO's attend and complete the POST Traffic Collision Investigation course providing CVC 40600 certification. PSO's have priority over Traffic and Patrol Units when it comes to responding to traffic collisions scenes.

5. Obtain, train and deploy new DNA collection equipment that will enable CSI technicians to locate, test and preserve biological fluids. Also, update photography equipment currently being utilized by the Traffic, General Investigations and Special Investigations Units.
6. Continue to improve communication and increase interaction within the four units through ride-alongs and sit-a-longs, and through briefing presentations.

OPERATIONS SUPPORT

DESCRIPTION:

The Operations Support Division is comprised of two units: Records and Property and Evidence. The Fleet Coordinator is also an integral part of the Operations Division. Each of these units functions independently, providing functional services necessary to daily Police Department operations.

TASKS:

Records Unit

Process and maintain Police Department files.
Process reports and citations to be forwarded to the District Attorney's Office and Court for prosecution.
Respond to requests for police reports.

Property and Evidence Unit

Currently maintains and controls approximately 55,000 items of property and evidence.
Responsible for purchasing and bill processing for entire department.
Performs Police Fleet Coordination to maintain fleet to optimal efficiency.
Maintains Temporary Holding Facility to State Correctional Standards Authority guidelines.

Responsible for the facilities management including overall cleanliness and equipment functionality of the police building.

2016 ACCOMPLISHMENTS:

Records Unit

1. 7,722 Reports were processed
2. 12,011 Citations were processed
3. 2,657 Court Packages were processed
4. Handled 4,894 Records Requests

Property and Evidence Unit

1. 9,793 items of evidence were booked
2. 10,621 items were purged
3. Approximately 177 pounds of narcotics were burned and destroyed
4. 66 firearms and a large quantity of miscellaneous weapons were liquefied and destroyed
5. Completed a Property & Evidence Operations Manual
6. Implemented and streamlined the issuing of equipment to department employees
7. The new storage room was completed and moved department ammunition and forms in the new area
8. Homicide evidence was reorganized allowing for additional storage space

Fleet

1. Replaced the Area Commanders vehicle
2. Replaced 5 Patrol vehicles
3. Installed StarChase GPS Trackers on 5 Patrol vehicles
4. Replaced 3 reconfigured Police Services Officer vehicles

2017 GOALS:

Records Unit

1. Research and development of a discovery desk
2. Develop and provide training of the newly implemented body worn camera system for Records
3. Complete the Records Unit remodel
4. Develop an electronic solution for false alarms management

Property and Evidence Unit

1. Cover our existing Bike Cage on the upper parking structure to protect the property that is stored outside from sun and rain and provide a better drainage system when it does rain
2. Create a temperature-controlled setting in our existing warehouse area on both floors that will allow for growth for the storage of DNA swabs and bulk items
3. Continue the current trend of purging more property than we take in to allow for future growth without restricting our storage options

Fleet

1. Install new vehicle electronics
 - a. Mobile Data Computers
 - b. In-car Video System
 - c. Siren/emergency lighting controls
 - d. Mobile Radios
2. Replace 3 reconfigured Gang vehicles



EXPENDITURE SUMMARY

Expenditure Summary	13/14	14/15	15/16	16/17	16/17	17/18	18/19
	Actual	Actual	Actual	Budget	Projected	Proposed	Proposed
Police							
Administration							
Personnel	836,184	897,538	957,848	1,209,400	1,133,784	1,421,500	1,269,300
Operations	899,569	1,043,126	1,169,325	1,505,026	1,583,300	1,666,515	1,646,515
Capital	0	0	0	0	0	0	0
	<u>1,735,753</u>	<u>1,940,664</u>	<u>2,127,173</u>	<u>2,714,426</u>	<u>2,717,084</u>	<u>3,088,015</u>	<u>2,915,815</u>
North Area Division							
Personnel	5,756,783	5,402,254	5,369,766	5,796,400	5,812,794	6,118,000	6,410,200
Operations	432,625	491,155	466,095	438,680	448,150	427,360	446,360
Capital	0	0	0	0	0	0	0
	<u>6,189,408</u>	<u>5,893,409</u>	<u>5,835,862</u>	<u>6,235,080</u>	<u>6,260,944</u>	<u>6,545,360</u>	<u>6,856,560</u>
South Area Division							
Personnel	5,163,527	4,868,300	4,638,300	5,539,300	5,539,235	5,809,100	6,097,700
Operations	138,259	137,762	130,908	153,630	154,100	120,600	120,600
Capital	0	0	0	0	0	0	0
	<u>5,301,786</u>	<u>5,006,062</u>	<u>4,769,208</u>	<u>5,692,930</u>	<u>5,693,335</u>	<u>5,929,700</u>	<u>6,218,300</u>
Special Operations Division							
Personnel	3,234,680	3,388,113	3,841,732	4,538,900	4,560,528	4,701,300	4,908,400
Operations	141,591	135,312	141,800	195,743	195,743	188,215	188,215
Capital	0	0	0	0	0	0	0
	<u>3,376,271</u>	<u>3,523,425</u>	<u>3,983,532</u>	<u>4,734,643</u>	<u>4,756,271</u>	<u>4,889,515</u>	<u>5,096,615</u>

CITY OF TUSTIN
2017-19 FY OPERATING AND CAPITAL IMPROVEMENT BUDGET



Expenditure Summary	13/14	14/15	15/16	16/17	16/17	17/18	18/19
	Actual	Actual	Actual	Budget	Projected	Proposed	Proposed
Professional Standards Division							
Personnel	1,399,567	1,693,488	1,600,457	1,183,100	1,189,413	1,426,100	1,462,000
Operations	73,772	89,892	146,816	325,680	280,900	311,650	337,650
Capital	0	0	0	0	0	0	0
	<u>1,473,339</u>	<u>1,783,380</u>	<u>1,747,273</u>	<u>1,508,780</u>	<u>1,470,313</u>	<u>1,737,750</u>	<u>1,799,650</u>
Field Support Services							
Personnel	2,052,489	2,039,526	2,066,878	2,479,800	2,484,630	2,469,100	2,564,300
Operations	435,904	216,693	334,736	511,900	506,600	420,925	443,925
Capital	0	0	0	0	0	0	0
	<u>2,488,394</u>	<u>2,256,219</u>	<u>2,401,614</u>	<u>2,991,700</u>	<u>2,991,230</u>	<u>2,890,025</u>	<u>3,008,225</u>
Operations Support Services							
Personnel	1,241,372	1,291,106	1,374,368	1,405,900	1,413,452	1,466,300	1,510,600
Operations	328,102	239,344	243,144	295,519	294,919	187,375	187,375
Capital	0	0	0	0	0	0	0
	<u>1,569,474</u>	<u>1,530,449</u>	<u>1,617,513</u>	<u>1,701,419</u>	<u>1,708,371</u>	<u>1,653,675</u>	<u>1,697,975</u>
Police							
Personnel	19,684,602	19,580,324	19,849,349	22,152,800	22,133,836	23,411,400	24,222,500
Operations	2,449,821	2,353,283	2,632,826	3,426,179	3,463,712	3,322,640	3,370,640
Capital	0	0	0	0	0	0	0
Police Total	<u>22,134,424</u>	<u>21,933,607</u>	<u>22,482,175</u>	<u>25,578,979</u>	<u>25,597,548</u>	<u>26,734,040</u>	<u>27,593,140</u>

FIRE

TUSTIN



BUILDING OUR FUTURE
HONORING OUR PAST

 2017-19 FY OPERATING AND CAPITAL IMPROVEMENT BUDGET

DESCRIPTION:

The City contracts with the Orange County Fire Authority for fire suppression, prevention, inspection, public education, and paramedic services. The Fire Authority serves twenty-three cities and the County of Orange through a Joint Powers Agreement. One member of the Tustin City Council serves on the Board of Directors of the Fire Authority. In fiscal year 2007-08 the City Council authorized an extension of the contract with the Fire Authority for an additional twenty years.

EXPENDITURE SUMMARY

Expenditure Summary	13/14	14/15	15/16	16/17	16/17	17/18	18/19
	Actual	Actual	Actual	Budget	Projected	Proposed	Proposed
Fire Service Contract							
Personnel	0	0	0	0	0	0	0
Operations	6,277,854	6,668,629	6,985,045	7,167,600	7,167,600	7,476,100	7,903,500
Capital	0	0	0	0	0	0	0
Fire Service Contract Total	6,277,854	6,668,629	6,985,045	7,167,600	7,167,600	7,476,100	7,903,500

PARKS AND RECREATION

TUSTIN



BUILDING OUR FUTURE
HONORING OUR PAST

ADMINISTRATION

DESCRIPTION:

The Administrative Services Division provides coordination to manage the planning, acquisition, and rehabilitation of park and recreation facilities and provides administration services and leadership to department operations.

TASKS:

1. Coordinate and implement a one-year strategic plan for the Community Services Commission.
2. Provide management and oversight of Capital Improvement Program.
3. Provide budgetary control and fiscal responsibility.
4. Maintain accurate position control document.
5. Provide staff support to City Council and Community Services Commission, Tustin Community Pride, and related committees.
6. Facilitate communication and collaboration with community organizations and resident groups.
7. Provide annual department goals and objectives.
8. Develop Department Mission Statement including Vision and Department Values.
9. Investigate and secure grant funding.

SPORTS

DESCRIPTION:

The Sports Services Division provides active recreation programs through the utilization of sports, fitness, and instructional classes that provide all ages the opportunity for supervised, active, recreation programs. In addition, this division is responsible for coordination of the after school program and summer day camp at Columbus Tustin Activity Center.

TASKS:

1. Coordinate and implement Special Events to include a safe and free Egg Hunt, Halloween Howl, and Tustin Tiller Days Festival and Parade.
2. Continue growth in the Youth Track and Field Meet.
3. Provide organized and value based Adult Sports Leagues and Tournaments to include softball, volleyball, and basketball.
4. Provide safe and wholesome summer day camp experiences for local children.
5. Provide fun and affordable youth sports camps throughout the year.
6. Implement safe and enriching after school activities for local area youth at the Columbus Tustin Activity Center.

2017-19 FY OPERATING AND CAPITAL IMPROVEMENT BUDGET

7. Provide community service and leadership opportunities to middle school and high school teenagers through Tustin Teens in Action.
8. Provide non-profit youth organizations with access to City facilities, including the gymnasium and sports fields.

2017-2019 GOALS:

1. Research and develop new programming for Adult Sports to include a non-traditional softball league, a '3 on 3' basketball tournament, and soccer leagues
2. Increase activity in the Adult Sports program to an average of 60 teams per season.
3. Keep annual special events viable by changing/adding elements each year.
4. Increase participation in sports camps and tennis classes by 15% by hiring additional instructors and making improvements to the existing program.
5. Administer and implement an Adult Sports Participant Survey to measure satisfaction and elicit suggestions for improvement.
6. Ensure the equitable distribution of the City's sports fields to local youth sports organizations per Department's Field Allocation Policy.
7. Secure a total of \$40,000 in sponsorship (money/in-kind) from the local business community.
8. Further expand the Tustin Teens in Action program to incorporate seminars on teen subjects (e.g. how to apply for a job, how to apply for college, and how to prepare for interviews).

2015-2017 ACCOMPLISHMENTS:

1. Researched and developed new programming for Adult Sports to include a non-traditional softball league and '3 on 3' basketball tournaments.
2. Increased participation in camps by 10% by hiring additional instructors and making improvements to the existing program.
3. Ensured the equitable distribution of the City's sports fields to local youth sports organizations per the Department's Field Allocation Policy and implemented a new fee policy that charges these organizations for their field use.
4. Secured over \$30,000 in sponsorship support (money/in-kind) from the local business community.
5. Increased Tustin Teens in Action's participation and involvement in 2015 community outreach programs.

CLASSES/CULTURAL ARTS

DESCRIPTION:

The contract class division promotes and coordinates recreational classes for community adults and youth. The division is responsible for program publicity, including the production of the Tustin Today quarterly brochure, procurement of instructors and classroom space, and implementation of class registration procedures.

TASKS:

1. Provide a diverse array of quality contract classes for children and adults.
2. Produce and publish the quarterly Tustin Today brochure in cooperation with the City's Communications Manager.
3. Maintain an accessible and customer friendly registration system to include on-line, phone-in, and walk in options.
4. Manage and evaluate contract class instructors to assure quality programs.
5. Ensure community awareness of department classes, programs, and special events throughout the year with new and innovative marketing techniques.
6. Coordinate and implement a safe and free Easter Egg Hunt, Old Town Art Walk, and Fourth of July Celebration for the community.

TUSTIN FAMILY AND YOUTH CENTER

DESCRIPTION:

This division is responsible for the operation and programming of the Tustin Family and Youth Center. Primary mission of this division is to provide a wide array of recreational activities and human services for families and youth of the southwest area of Tustin. These activities and services are presented in collaboration with a variety of regional and local service organizations and agencies.

TASKS:

1. Provide educational, recreational, social, and human services programs and services for southwest Tustin area children 4-17 years of age and their families.
2. Conduct free After-School Programs/Homework Club during the school year.
3. Provide a Summer Drop-In Recreation program at two sites for area youth.
4. Coordinate the Kids Corner Recreation Preschool Program.
5. Collaborate with local non-profits to distribute free food to area residents.
6. Coordinate volunteer opportunities for seniors, adults, youth, and service club members.
7. Organize and present the annual Cinco de Mayo event for neighborhood residents.

SUPPORT SERVICES

DESCRIPTION:

The Support Services Division is responsible for providing logistical support for City special events and meetings at City Hall/Civic Center, Columbus Tustin Activity Center, Tustin Area Senior Center, Tustin Family and Youth Center, Tustin Library, and Citrus Ranch Park. In addition, this division performs custodial duties in providing a clean, safe environment for city employees and the general public.

TASKS:

1. Responsible for the care and light maintenance of the Civic Center, Senior Center, Youth Center, Activity Center, and Tustin Library Meeting Rooms.
2. Provide support to the Parks and Recreation Services Department for contract classes and special events by performing set-up and tear down of a wide variety of equipment.
3. Provide support and supervision of facility rentals.
4. Provide support for over 20 city-wide special events.

SENIOR SERVICES

DESCRIPTION:

The Senior Services Division is responsible for the operation and programming of the Tustin Area Senior Center. The primary mission of this division is to provide a wide variety of recreational, educational, social, and human services. These activities are accomplished in collaboration with a variety of regional and local service organizations.

TASKS:

1. Provide recreation, education, social, and human services designed to assist center participants with activities for daily living, such as transportation and housing assistance, nutrition, physical and mental well-being, and special life enriching interests.
2. Provide staff leadership and direction to the Senior Advisory Board, which includes the Senior Advisory Board Ways and Means Committee fundraising activities and planning.
3. Provide staff support and manage all bookkeeping for the Tustin Area Senior Center Fund, Inc.
4. Manage the Senior Center Gift Shop.
5. Manage over 130 volunteers for the following areas at the Center: Front Desk, Bingo Committee, Food Distribution, Congregate Meal Program, Special Events, Senior Advisory Board, Instructors, Visually Impaired, Art Gallery, Gift Shop, Quilting, Tax Aid, and Water Bill Stuffing.
6. Coordinate City-wide Parks and Recreation Special Events such as: Street Fair and Chili Cook-Off, Casino Night, Tree Lighting, Concerts in the Park, and Broadway in the Park.

2017-19 FY OPERATING AND CAPITAL IMPROVEMENT BUDGET

2017-19 GOALS:

1. After receiving recommendations from the Senior Center Needs Assessment; follow up on the City's direction for implementation. This may include a Capital Improvement Project with a Senior Center expansion or new building.
2. Continue to grow the senior transportation programs and seek out ongoing grant funding for the Transportation Coordinator/Driver position.
3. Add a new Full-Time Recreation Specialist to meet the gap in services for Social Service connections for senior adults and provide additional coverage for the facility in the evenings and on Saturdays.
4. Complete a new Volunteer Handbook with position description of duties, procedures and training.
5. Research other Senior Centers to find programs that may attract seniors to participate in the afternoon hours.
6. Continue to offer a minimum of ten courses that focus on fitness to attract new retirees to attend the Center.
7. Increase revenue generation 5% through various program improvements of contract classes, excursions, and events for senior participants.
8. Host one meeting each year to include all Orange County Senior Center Directors to discuss best practices and current issues facing the change senior participant.

2015-17 ACCOMPLISHMENTS:

1. Increased revenue generation by 6% yearly through various contract classes, excursions, and events for senior participants.
2. Installed 16 Security Cameras in high traffic areas both inside and outside the building. These included all entrance/exit doors, the kitchen, art galleries and front desk.
3. Through the Tustin Area Senior Center Nonprofit Arm, the following Board Approved Projects were completed: the resurfacing of the 20 interior doors, the purchase of 300 new Acton Stacker Chairs, replacement of all the Lounge chairs, and new furniture for the Recreation Supervisor and Coordinator offices.
4. Partnered again with Orange County Social Services, Tustin PD and the Tustin Senior Advisory Board to host a "Senior Santa" program that gives disabled and homebound seniors holiday gifts.
5. Issued a Request for Proposals (RFP) seeking out a consultant to conduct a program and facility needs assessment, contracted with the preferred company, and held a community input workshop to gather input from stakeholders.

2017-19 FY OPERATING AND CAPITAL IMPROVEMENT BUDGET

EXPENDITURE SUMMARY

Expenditure Summary	13/14	14/15	15/16	16/17	16/17	17/18	18/19
	Actual	Actual	Actual	Budget	Projected	Proposed	Proposed
Parks & Recreation							
Administration							
Personnel	416,810	417,016	456,743	474,700	484,084	490,400	501,100
Operations	149,156	163,608	315,433	404,500	454,500	427,400	436,650
Capital	719	700	0	850	850	850	850
	<u>566,684</u>	<u>581,324</u>	<u>772,176</u>	<u>880,050</u>	<u>939,434</u>	<u>918,650</u>	<u>938,600</u>
Sports							
Personnel	567,984	572,451	693,285	668,200	631,448	668,925	693,796
Operations	310,558	294,046	310,339	332,650	332,650	335,250	337,500
Capital	6,078	1,228	1,275	8,000	8,000	3,500	4,000
	<u>884,620</u>	<u>867,726</u>	<u>1,004,898</u>	<u>1,008,850</u>	<u>972,098</u>	<u>1,007,675</u>	<u>1,035,296</u>
Classes/Cultural Services							
Personnel	140,428	144,609	170,569	264,000	259,827	257,200	268,175
Operations	327,559	316,244	348,503	365,500	374,000	387,900	388,800
Capital	11,015	10,446	11,886	51,000	51,000	101,000	51,000
	<u>479,003</u>	<u>471,299</u>	<u>530,958</u>	<u>680,500</u>	<u>684,827</u>	<u>746,100</u>	<u>707,975</u>
Senior Citizens							
Personnel	306,088	315,258	345,897	439,500	436,547	442,300	456,900
Operations	96,815	100,891	96,505	112,100	116,700	114,550	117,700
Capital	0	0	0	0	0	0	0
	<u>402,903</u>	<u>416,148</u>	<u>442,402</u>	<u>551,600</u>	<u>553,247</u>	<u>556,850</u>	<u>574,600</u>
Support Services							
Personnel	229,840	235,734	257,676	270,700	270,770	312,500	324,700
Operations	7,236	6,837	7,185	7,750	7,750	7,750	7,750
Capital	2,007	1,117	3,113	2,000	2,000	2,000	2,000
	<u>239,083</u>	<u>243,688</u>	<u>267,975</u>	<u>280,450</u>	<u>280,520</u>	<u>322,250</u>	<u>334,450</u>

2017-19 FY OPERATING AND CAPITAL IMPROVEMENT BUDGET

Expenditure Summary	13/14	14/15	15/16	16/17	16/17	17/18	18/19
	Actual	Actual	Actual	Budget	Projected	Proposed	Proposed
Tustin Youth Center							
Personnel	280,114	296,824	294,217	330,600	330,606	353,715	425,480
Operations	27,570	27,799	29,044	34,850	34,850	34,750	35,650
Capital	1,077	757	929	1,400	1,400	1,400	1,400
	<u>308,761</u>	<u>325,379</u>	<u>324,190</u>	<u>366,850</u>	<u>366,856</u>	<u>389,865</u>	<u>462,530</u>
Parks & Rec							
Personnel	1,941,264	1,981,891	2,218,387	2,447,700	2,413,282	2,525,040	2,670,151
Operations	918,895	909,424	1,107,009	1,257,350	1,320,450	1,307,600	1,324,050
Capital	20,896	14,249	17,203	63,250	63,250	108,750	59,250
Parks & Rec Total	<u>2,881,055</u>	<u>2,905,565</u>	<u>3,342,600</u>	<u>3,768,300</u>	<u>3,796,982</u>	<u>3,941,390</u>	<u>4,053,451</u>



NON-DEPARTMENTAL

TUSTIN



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 2017-19 FY OPERATING AND CAPITAL IMPROVEMENT BUDGET

EXPENDITURE SUMMARY

Expenditure Summary	13/14	14/15	15/16	16/17	16/17	17/18	18/19
	Actual	Actual	Actual	Budget	Projected	Proposed	Proposed
Non-Departmental							
Personnel	402,276	406,274	1,424,939	404,800	404,800	421,800	431,800
Operations	1,303,844	3,339,056	6,296,999	1,832,100	1,832,100	1,272,900	1,272,900
Capital	138	11,850	110	0	0	0	0
	<u>1,706,258</u>	<u>3,757,180</u>	<u>7,722,047</u>	<u>2,236,900</u>	<u>2,236,900</u>	<u>1,694,700</u>	<u>1,704,700</u>

ASSESSMENT DISTRICTS & COMMUNITY FACILITY DISTRICTS

TUSTIN



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HONORING OUR PAST

DESCRIPTION:

Assessment District (AD) 95-1 – This fund records the deposit of monies held to pay the debt service requirements of the assessment district.

Assessment District (AD) 95-2 – This fund records the deposit of monies held to pay the debt service requirements of the assessment district.

Community Facilities District (CFD) 04-01 – This fund records the deposit of monies held to pay the debt service requirements of the community facilities district.

Community Facilities District (CFD) 06-01 – This fund records the deposit of monies held to pay the debt service requirements of the community facilities district.

Community Facilities District (CFD) 07-01 – This fund records the deposit of monies held to pay the debt service requirements of the community facilities district.

 2017-19 FY OPERATING AND CAPITAL IMPROVEMENT BUDGET

EXPENDITURE SUMMARIES

ASSESSMENT DISTRICTS

Expenditure Summary	13/14	14/15	15/16	16/17	16/17	17/18	18/19
	Actual	Actual	Actual	Budget	Projected	Proposed	Proposed
Assess. District 95-1 Construction							
Personnel	0	0	0	0	0	0	0
Operations	153,301	210,601	745,200	550,000	550,000	388,200	465,700
Capital	104,455	55,323	0	0	0	0	0
District 95-1 Const. Total	257,756	265,924	745,200	550,000	550,000	388,200	465,700

COMMUNITY FACILITIES DISTRICT

Expenditure Summary	13/14	14/15	15/16	16/17	16/17	17/18	18/19
	Actual	Actual	Actual	Budget	Projected	Proposed	Proposed
CFD 04-1							
Personnel	0	0	0	0	0	0	0
Operations	839,913	1,184,332	1,324,720	1,345,319	1,345,319	1,278,606	1,278,556
Capital	0	0	0	0	0	0	0
CFD 04-1 Total	839,913	1,184,332	1,324,720	1,345,319	1,345,319	1,278,606	1,278,556

CFD 06-1 Construction							
Personnel	0	0	0	0	0	0	0
Operations	1,103,557	1,149,270	80,401	0	0	30,000	30,000
Capital	9,998,834	7,278,247	1,320,343	2,577,586	6,813	0	0
CFD 06-1 Construction Tot:	11,102,391	8,427,517	1,400,744	2,577,586	6,813	30,000	30,000

2017-19 FY OPERATING AND CAPITAL IMPROVEMENT BUDGET

Expenditure Summary	13/14	14/15	15/16	16/17	16/17	17/18	18/19
	Actual	Actual	Actual	Budget	Projected	Proposed	Proposed
CFD 06-1 Debt Svs							
Personnel	0	0	0	0	0	0	0
Operations	5,395,790	5,341,227	62,977,127	5,340,913	5,340,913	4,892,064	4,951,864
Capital	0	0	0	0	0	0	0
CFD 06-1 Debt Svs Total	5,395,790	5,341,227	62,977,127	5,340,913	5,340,913	4,892,064	4,951,864
CFD 07-1 Debt Svs							
Personnel	0	0	0	0	0	0	0
Operations	1,110,669	1,120,234	17,055,901	1,122,725	1,122,725	1,086,392	1,101,692
Capital	0	0	0	0	0	0	0
CFD 07-1 Debt Svs Total	1,110,669	1,120,234	17,055,901	1,122,725	1,122,725	1,086,392	1,101,692
CFD 07-1 Construction							
Personnel	0	0	0	0	0	0	0
Operations	21	0	0	0	0	0	0
Capital	0	0	0	350,000	300,000	1,000,000	0
CFD 07-1 Construction Tot:	21	0	0	350,000	300,000	1,000,000	0
CFD 06-1 Annex Construction							
Personnel	0	0	0	0	0	0	0
Operations	214,679	292,535	158,833	0	0	0	0
Capital	732,592	223,485	3,048	131,000	0	0	0
CFD 06-1 Annex Const. Tot:	947,272	516,020	161,881	131,000	0	0	0
CFD 13-01							
Personnel	0	0	0	0	0	0	0
Operations	0	3,934	218,103	0	0	205,700	205,700
Capital	0	0	0	0	0	0	0
CFD 06-1 Annex Const. Tot:	0	3,934	218,103	0	0	205,700	205,700
CFD 14-01 Debt Service							
Personnel	0	0	0	0	0	0	0
Operations	0	0	836,392	1,611,100	1,611,100	1,416,375	1,443,175
Capital	0	0	0	0	0	0	0
CFD 06-1 Annex Const. Tot:	0	0	836,392	1,611,100	1,611,100	1,416,375	1,443,175
Special Tax B							
Personnel	0	0	0	0	0	0	0
Operations	0	2,833,686	3,427,578	3,200,000	3,491,400	3,558,000	3,630,000
Capital	0	0	0	0	0	0	0
CFD 06-1 Annex Const. Tot:	0	2,833,686	3,427,578	3,200,000	3,491,400	3,558,000	3,630,000
CFD 14-01 Construction							
Personnel	0	0	0	0	0	0	0
Operations	0	0	132,533	0	0	0	0
Capital	0	0	198	15,242,973	236,500	6,200,000	0
CFD 06-1 Annex Const. Tot:	0	0	132,730	15,242,973	236,500	6,200,000	0

TUSTIN LANDSCAPE LIGHTING DISTRICT & STREET LIGHTING

TUSTIN



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EXPENDITURE SUMMARY

LIGHTING LANDSCAPE DISTRICT

Expenditure Summary	13/14	14/15	15/16	16/17	16/17	17/18	18/19
	Actual	Actual	Actual	Budget	Projected	Proposed	Proposed
Tustin LLD, Special District							
Personnel	0	0	0	0	0	0	0
Operations	746,490	715,504	1,484,075	1,130,700	1,110,700	1,073,700	1,088,700
Capital	0	0	0	0	0	0	0
Tustin LLD Total	746,490	715,504	1,484,075	1,130,700	1,110,700	1,073,700	1,088,700

STREET LIGHTING

Expenditure Summary	13/14	14/15	15/16	16/17	16/17	17/18	18/19
	Actual	Actual	Actual	Budget	Projected	Proposed	Proposed
Tustin SL							
Personnel	0	0	0	0	0	0	0
Operations	563,602	603,956	618,387	648,000	633,000	654,000	659,000
Capital	797,627	320,283	172	0	0	0	0
Tustin SL Total	1,361,229	924,239	618,559	648,000	633,000	654,000	659,000

WATER ENTERPRISE

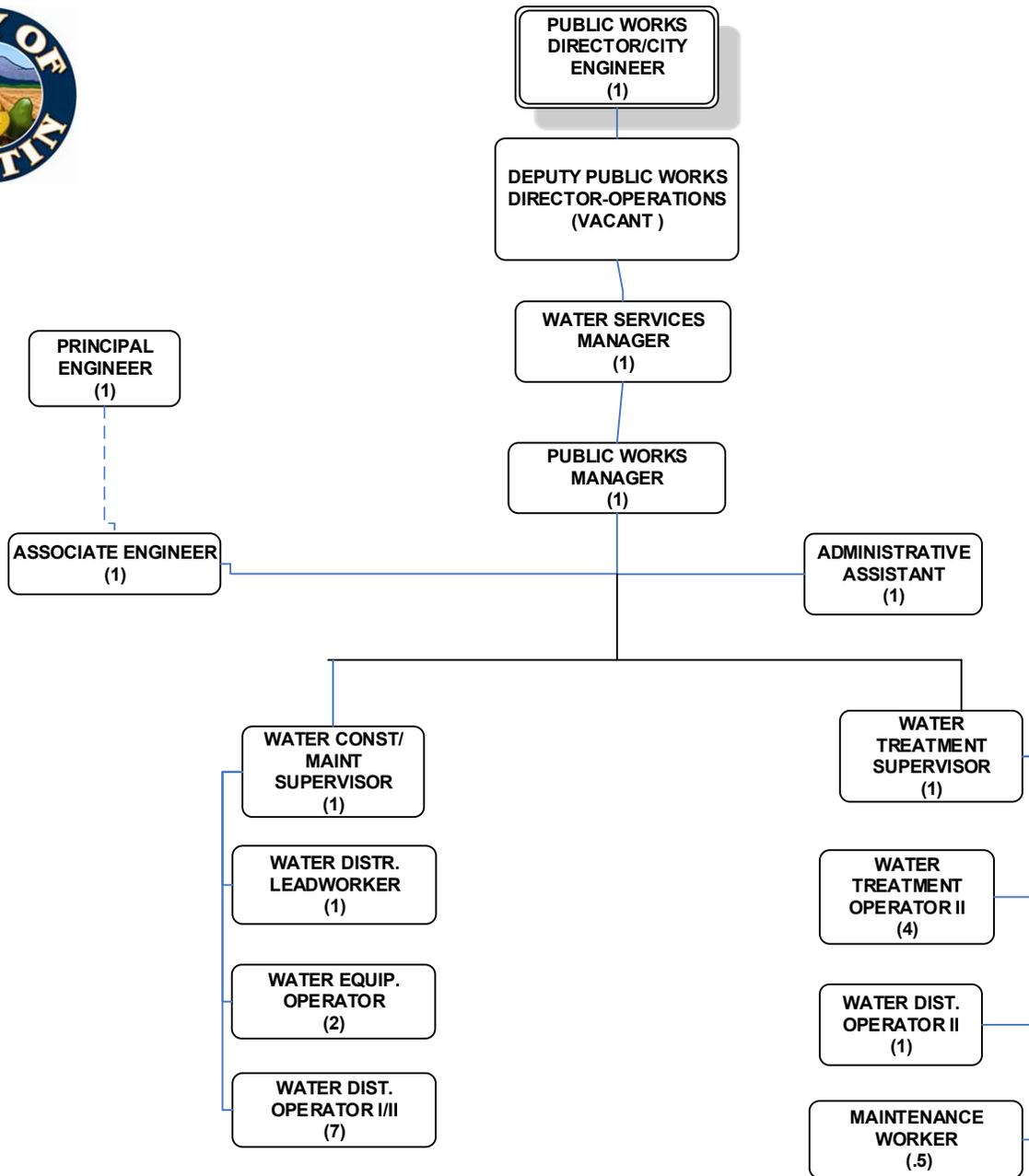
TUSTIN



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WATER ENTERPRISE ORGANIZATIONAL CHART



BILLING

DESCRIPTION:

The City of Tustin's Water Enterprise services approximately 14,100 customers. The Finance Department is responsible for Water Billing. Administrative functions of the Water Utility include customer service inquiries, rate analysis, meter reading, customer billings, cash management, financial analysis, and liaison to field operations in construction of major capital improvements, infrastructure and ongoing operational maintenance.

TASKS:

1. Read customer meters;
2. Prepare customer invoices from automated meter reading equipment;
3. Perform cash applications and accounts receivable;
4. Respond to customer service orders;
5. Prepare and monitor work orders for field operations concerning meter repair, leaks, turn-on and turn-offs;
6. Prepare water management reports;
7. Analyze Pass-Through charge in accordance with the 2010 Water Rate Increase
8. Implement and promote a water conservation program.

ADMINISTRATION

DESCRIPTION:

The Administration Division coordinates and provides direction to all Water Services operations. This Division provides customer service, administrative support, research and analysis of current and proposed legislation to ensure benefit, safety and convenience to the community and general public.

TASKS:

1. Assure compliance with all health and safety standards for water quality.
2. Coordinate the design and construction of water capital improvement program projects.
3. Provide responsive customer service.

DISTRIBUTION

DESCRIPTION:

Install, maintain, repair and upgrade the water distribution system, along with monitoring water quality and providing customer service.

TASKS:

1. Assure compliance with all health and safety standards for water quality.
2. Operate and maintain the water distribution system.
3. Coordinate the design and construction of water capital improvement program projects.
4. Perform preventive maintenance to minimize water loss and service interruptions to City water customers.
5. Provide responsive customer service.
6. Review City, developer and outside agency project plans for compliance with Water Division standards.
7. Conduct staff safety training and Department of Health Services certification programs.

MAIN STREET WATER FACILITY

DESCRIPTION:

The Main Street Water Facility, consists of two groundwater production wells, reverse osmosis and ion exchange treatment plants, a water storage reservoir and booster pump station. The two treatment plants remove nitrate-contaminates from the groundwater produced at this facility. The water is treated and blended to produce drinking water that complies with all State and Federal Safe Drinking Water standards.

TASKS:

1. Ensure compliance with all health and safety standards for water quality.
2. Maximize water production to reduce dependence on imported water supplies.
3. Ensure compliance with the Regional Water Quality Control Board [RWQCB] National Pollution Discharge Elimination System [NPDES] permit requirements.

17TH STREET DESALTER

DESCRIPTION:

This reverse osmosis water treatment facility is a cooperative venture between the City of Tustin, the Orange County Water District [OCWD], and the Metropolitan Water District of Southern California [MWD]. This facility removes nitrates and high concentrations of dissolved solids from the groundwater produced at this facility. The water is treated and blended to comply with State and Federal drinking water standards.

2017-19 FY OPERATING AND CAPITAL IMPROVEMENT BUDGET
TASKS:

1. Ensure compliance with all health and safety standards for water quality.
2. Maximize water production to reduce dependence on imported water supplies.
3. Ensure compliance with the Regional Water Quality Control Board [RWQCB] National Pollution Discharge Elimination System [NPDES] permit requirements.

IMPORTED WATER**DESCRIPTION:**

This division is responsible the purchase of wholesale supplemental water supplies from the East Orange County Water District via its partner agencies the Municipal Water District of Orange County and the Metropolitan Water District of Southern California.

TASKS:

1. Maximize local water production to reduce dependence on imported water supplies.
2. Utilize cost-effective purchased imported water supplies to ensure adequate retail supplies.

GROUNDWATER**DESCRIPTION:**

Produce and supply domestic water to all City of Tustin Water Services customers, and comply with safe drinking water standards mandated by State and Federal regulations.

TASKS:

1. Produce competitively priced, high quality water meeting all health and safety standards for water quality.
2. Operate water production facilities utilizing the most cost-effective methods and practices that public safety and water demand requirements allow.
3. Perform maintenance to minimize service interruptions and the loss of groundwater production and imported water supplies.
4. Coordinate the design and construction of capital improvement program projects.
5. Coordinate operation of water facilities with contractors during construction activities.
6. Monitor the water resource planning and management programs of the City's wholesale suppliers (Orange County Water District, the Municipal Water District of Orange County, and East Orange County Water District), and evaluate their fiscal impacts upon the City's service area.

2017-19 FY OPERATING AND CAPITAL IMPROVEMENT BUDGET

EXPENDITURE SUMMARY

Expenditure Summary	13/14	14/15	15/16	16/17	16/17	17/18	18/19
	Actual	Actual	Actual	Budget	Projected	Proposed	Proposed
Water, Service Billing							
Personnel	491,388	576,112	615,060	794,300	783,144	826,800	822,600
Operations	22,298,603	1,438,270	6,014,330	1,763,100	1,763,100	1,808,600	1,758,600
Capital	15,760	1,921	806	52,000	52,000	143,000	43,000
	<u>22,805,750</u>	<u>2,016,304</u>	<u>6,630,196</u>	<u>2,609,400</u>	<u>2,598,244</u>	<u>2,778,400</u>	<u>2,624,200</u>
Water, Administration							
Personnel	470,396	486,942	677,550	690,100	712,367	895,600	918,400
Operations	3,442,053	4,015,655	4,379,786	3,973,955	4,177,808	3,856,180	3,857,180
Capital	0	0	0	139,815	30,000	0	0
	<u>3,912,449</u>	<u>4,502,597</u>	<u>5,057,336</u>	<u>4,803,870</u>	<u>4,920,175</u>	<u>4,751,780</u>	<u>4,775,580</u>
Water Distribution							
Personnel	909,912	907,825	1,009,405	1,135,600	1,111,858	1,223,600	1,221,385
Operations	159,979	153,987	139,680	163,500	165,500	166,500	166,500
Capital	0	0	0	0	0	0	0
	<u>1,069,891</u>	<u>1,061,812</u>	<u>1,149,085</u>	<u>1,299,100</u>	<u>1,277,358</u>	<u>1,390,100</u>	<u>1,387,885</u>
Main Street Facilities							
Personnel	150,933	153,062	172,333	172,800	174,315	187,700	192,000
Operations	317,766	674,694	639,620	805,700	596,200	860,400	893,400
Capital	0	0	0	0	0	0	0
	<u>468,699</u>	<u>827,756</u>	<u>811,953</u>	<u>978,500</u>	<u>770,515</u>	<u>1,048,100</u>	<u>1,085,400</u>
17th Street Desalter							
Personnel	267,360	291,296	327,217	193,400	196,446	217,500	217,500
Operations	82,575	145,447	1,027,106	1,259,500	1,176,700	1,336,800	1,395,700
Capital	0	0	0	0	0	0	0
	<u>349,935</u>	<u>436,743</u>	<u>1,354,323</u>	<u>1,452,900</u>	<u>1,373,146</u>	<u>1,554,300</u>	<u>1,613,200</u>

2017-19 FY OPERATING AND CAPITAL IMPROVEMENT BUDGET

Expenditure Summary	13/14	14/15	15/16	16/17	16/17	17/18	18/19
	Actual	Actual	Actual	Budget	Projected	Proposed	Proposed
Imported Water							
Personnel	40,398	57,954	63,388	72,700	72,721	81,100	82,700
Operations	5,396,657	3,242,028	2,215,701	1,886,000	1,886,100	1,664,400	1,701,200
Capital	0	0	0	0	0	0	0
	<u>5,437,056</u>	<u>3,299,982</u>	<u>2,279,089</u>	<u>1,958,700</u>	<u>1,958,821</u>	<u>1,745,500</u>	<u>1,783,900</u>
Water Production							
Personnel	77,776	90,478	102,360	205,400	208,552	217,000	217,500
Operations	2,201,706	2,904,972	2,435,157	3,483,100	3,483,250	4,064,650	4,290,150
Capital	0	0	0	0	0	0	0
	<u>2,279,482</u>	<u>2,995,450</u>	<u>2,537,517</u>	<u>3,688,500</u>	<u>3,691,802</u>	<u>4,281,650</u>	<u>4,507,650</u>
Water Utility Fund Total							
Personnel	2,408,163	2,563,670	2,967,312	3,264,300	3,259,402	3,649,300	3,672,085
Operations	33,899,340	12,575,052	16,851,381	13,334,855	13,248,658	13,757,530	14,062,730
Capital	15,760	1,921	806	191,815	82,000	143,000	43,000
Water Utility Fund Total	<u>36,323,263</u>	<u>15,140,643</u>	<u>19,819,498</u>	<u>16,790,970</u>	<u>16,590,060</u>	<u>17,549,830</u>	<u>17,777,815</u>

2017-19 FY OPERATING AND CAPITAL IMPROVEMENT BUDGET

Expenditure Summary	13/14	14/15	15/16	16/17	16/17	17/18	18/19
	Actual	Actual	Actual	Budget	Projected	Proposed	Proposed
Water Capital Fund							
Personnel	0	0	0	0	0	0	0
Operations	581,526	335,927	336,200	470,000	350,000	470,000	470,000
Capital	0	399,152	(51,412)	0	0	8,269,611	965,000
Water Capital Fund Total	581,526	735,079	284,788	470,000	350,000	8,739,611	1,435,000
2011 Water Revenue Bond Fund							
Personnel	0	0	0	0	0	0	0
Operations	195	154	274,076	0	0	0	0
Capital Outlay	301,683	(0)	80,081	0	950,000	1,108,926	125,000
2011 Water Bond Fund Total	301,878	154	354,157	0	950,000	1,108,926	125,000
2013 Water Revenue Bond Fund							
Personnel	0	0	0	0	0	0	0
Operations	4,882	9,192	9,689	0	0	0	0
Capital Outlay	0	(157,398)	0	0	370,000	9,348,453	0
2013 Water Bond Fund Total	4,882	(148,206)	9,689	0	370,000	9,348,453	0

SPECIAL REVENUE FUNDS

TUSTIN



BUILDING OUR FUTURE
HONORING OUR PAST

 2017-19 FY OPERATING AND CAPITAL IMPROVEMENT BUDGET

COMMUNITY DEVELOPMENT BLOCK GRANTS

DESCRIPTION:

The federal Housing and Community Act of 1974, as amended, created the Community Development Block Grant (CDBG) program to return federal funds to local communities for the purpose of developing viable urban communities by providing adequate housing and a suitable living environment and by expanding economic opportunities, specifically for low and moderate income persons. Grants are awarded to communities to implement a wide range of community development activities directed toward neighborhood revitalization, economic development, and the provision of improved community facilities and services.

EXPENDITURE SUMMARY

Expenditure Summary	13/14	14/15	15/16	16/17	16/17	17/18	18/19
	Actual	Actual	Actual	Budget	Projected	Proposed	Proposed
CDBG Admin							
Personnel	152,016	172,019	152,622	213,000	226,266	239,300	243,500
Operations	80,377	283,012	296,054	258,200	268,845	286,300	416,800
Capital	0	0	0	0	0	0	0
	<u>232,394</u>	<u>455,031</u>	<u>448,676</u>	<u>471,200</u>	<u>495,111</u>	<u>525,600</u>	<u>660,300</u>
CDBG Admin, Job Creation / Incentive							
Personnel	0	0	0	0	0	0	0
Operations	0	0	50,000	75,000	75,000	0	0
Capital	0	0	0	0	0	0	0
	<u>0</u>	<u>0</u>	<u>50,000</u>	<u>75,000</u>	<u>75,000</u>	<u>0</u>	<u>0</u>
CDBG Capital							
Personnel	0	0	0	0	0	0	0
Operations	0	0	0	0	0	0	0
Capital	34,470	667,850	80,423	50,000	170,000	1,019,947	0
	<u>34,470</u>	<u>667,850</u>	<u>80,423</u>	<u>50,000</u>	<u>170,000</u>	<u>1,019,947</u>	<u>0</u>
CDBG Total							
Personnel	152,016	172,019	152,622	213,000	226,266	239,300	243,500
Operations	80,377	283,012	346,054	333,200	343,845	286,300	416,800
Capital	34,470	667,850	80,423	50,000	170,000	1,019,947	0
CDBG Total	<u>266,864</u>	<u>1,122,881</u>	<u>579,099</u>	<u>596,200</u>	<u>740,111</u>	<u>1,545,547</u>	<u>660,300</u>

2017-19 FY OPERATING AND CAPITAL IMPROVEMENT BUDGET

CABLE PEG FEES

DESCRIPTION:

This Fund is used to account for Public, Educational, and Government (PEG) fees collected from cable providers (Cox and Time Warner) in the City. The funds in this Fund is restricted to PEG-TV related equipment expenditures.

EXPENDITURE SUMMARY

Expenditure Summary	13/14	14/15	15/16	16/17	16/17	17/18	18/19
	Actual	Actual	Actual	Budget	Projected	Proposed	Proposed
Cable PEG Fees							
Personnel	0	0	0	0	0	0	0
Operations	0	0	14,526	537,502	537,502	50,000	50,000
Capital	0	0	0	0	0	0	0
Cable PEG Fees Total	0	0	14,526	537,502	537,502	50,000	50,000

SOUTH COAST AIR QUALITY MANAGEMENT DISTRICT FUND

DESCRIPTION:

This fund is used to account for funds received from South Coast Air Quality Management District to be used for reducing pollution.

EXPENDITURE SUMMARY

Expenditure Summary	13/14	14/15	15/16	16/17	16/17	17/18	18/19
	Actual	Actual	Actual	Budget	Projected	Proposed	Proposed
SCAQMD, Non-Departmental							
Personnel	0	0	0	0	0	0	0
Operations	62,724	76	153	100,000	200	100,200	100,200
Capital	147,775	0	0	98,000	198,000	0	0
SCAQMD Total	210,499	76	153	198,000	198,200	100,200	100,200

2017-19 FY OPERATING AND CAPITAL IMPROVEMENT BUDGET

ASSET FORFEITURE FUND

DESCRIPTION:

This fund is used to account for monies received from the Federal government that are used for special law enforcement purchases.

EXPENDITURE SUMMARY

Expenditure Summary	13/14	14/15	15/16	16/17	16/17	17/18	18/19
	Actual	Actual	Actual	Budget	Projected	Proposed	Proposed
Asset Forfeit, Non-Dept.							
Personnel	0	0	0	0	0	0	0
Operations	243,083	51,490	351,514	0	0	0	0
Capital	0	0	0	0	0	0	0
Asset Forfeit Total	243,083	51,490	351,514	0	0	0	0

SUPPLEMENTAL LAW ENFORCEMENT FUND

DESCRIPTION:

This law was established under Government Code Section 30061 enacted by AB3229, Chapter 134, of the 1996 Statutes and is appropriation from the State Budget for the "Citizen Option for Public Safety Program." These funds can only be used for police front line municipal activities that provide police services to the City in prevention of drug abuse, crime prevention, and community awareness programs.

EXPENDITURE SUMMARY

Expenditure Summary	13/14	14/15	15/16	16/17	16/17	17/18	18/19
	Actual	Actual	Actual	Budget	Projected	Proposed	Proposed
Suppl Law Enforcement, CIP							
Personnel	98,164	99,586	105,821	108,600	108,492	115,100	114,400
Operations	0	0	0	0	0	0	0
Capital	6,397	37,680	1,790	0	3,781	0	0
Suppl Law Total	104,562	137,266	107,611	108,600	112,273	115,100	114,400

2017-19 FY OPERATING AND CAPITAL IMPROVEMENT BUDGET

MEASURE M/M2 FUNDS**DESCRIPTION:**

This fund is used to account for monies received from the County for street projects.

EXPENDITURE SUMMARY

Expenditure Summary	13/14	14/15	15/16	16/17	16/17	17/18	18/19
	Actual	Actual	Actual	Budget	Projected	Proposed	Proposed
Measure M - Non-Dept							
Personnel	0	0	0	0	0	0	0
Operations	13,077	442	481	0	0	0	0
Capital	0	0	0	0	0	0	0
	<u>13,077</u>	<u>442</u>	<u>481</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
Measure M - Capital							
Personnel	0	0	0	0	0	0	0
Operations	41,797	0	0	0	0	0	0
Capital	669,281	17,679	0	0	0	0	0
	<u>711,078</u>	<u>17,679</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
Measure M							
Personnel	0	0	0	0	0	0	0
Operations	54,874	442	481	0	0	0	0
Capital	669,281	17,679	0	0	0	0	0
Measure M Total	<u>724,155</u>	<u>18,121</u>	<u>481</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
Measure M2 - Non-Dept							
Personnel	0	0	0	0	0	0	0
Operations	81,138	111,616	95,427	39,000	39,000	39,000	39,000
Capital	0	0	0	0	0	0	0
	<u>81,138</u>	<u>111,616</u>	<u>95,427</u>	<u>39,000</u>	<u>39,000</u>	<u>39,000</u>	<u>39,000</u>
Measure M2 - Capital							
Personnel	0	0	0	0	0	0	0
Operations	22,899	153,695	114,508	0	0	0	0
Capital	2,548,388	3,903,758	2,469,488	9,629,001	2,419,160	13,579,294	910,000
	<u>2,571,287</u>	<u>4,057,453</u>	<u>2,583,996</u>	<u>9,629,001</u>	<u>2,419,160</u>	<u>13,579,294</u>	<u>910,000</u>
Measure M2							
Personnel	0	0	0	0	0	0	0
Operations	104,037	265,310	209,935	39,000	39,000	39,000	39,000
Capital	2,548,388	3,903,758	2,469,488	9,629,001	2,419,160	13,579,294	910,000
Measure M2 Total	<u>2,652,425</u>	<u>4,169,069</u>	<u>2,679,423</u>	<u>9,668,001</u>	<u>2,458,160</u>	<u>13,618,294</u>	<u>949,000</u>

 2017-19 FY OPERATING AND CAPITAL IMPROVEMENT BUDGET

GAS TAX FUND

DESCRIPTION:

This fund accounts for revenues and expenditures apportioned under the Street and Highways code of the State of California. Expenditures may be made for any street-related purposed allowable under the Code.

EXPENDITURE SUMMARY

Expenditure Summary	13/14	14/15	15/16	16/17	16/17	17/18	18/19
	Actual	Actual	Actual	Budget	Projected	Proposed	Proposed
Gas Tax, Non-Dept							
Personnel	0	0	0	0	0	0	0
Operations	3,994	3,460	3,740	0	0	0	0
Capital	0	0	0	0	0	0	0
	<u>3,994</u>	<u>3,460</u>	<u>3,740</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
Gas Tax, CIP							
Personnel	124,801	129,241	139,094	221,300	224,026	264,800	263,900
Operations	1,159,428	1,405,400	1,466,993	1,224,550	1,253,550	1,224,380	1,224,380
Capital	538,106	867,620	36,063	1,100,000	300,735	1,998,324	300,000
	<u>1,822,335</u>	<u>2,402,261</u>	<u>1,642,149</u>	<u>2,545,850</u>	<u>1,778,311</u>	<u>3,487,504</u>	<u>1,788,280</u>
Gas Tax Total							
Personnel	124,801	129,241	139,094	221,300	224,026	264,800	263,900
Operations	1,163,422	1,408,860	1,470,733	1,224,550	1,253,550	1,224,380	1,224,380
Capital	538,106	867,620	36,063	1,100,000	300,735	1,998,324	300,000
Gas Tax Total	<u>1,826,329</u>	<u>2,405,721</u>	<u>1,645,889</u>	<u>2,545,850</u>	<u>1,778,311</u>	<u>3,487,504</u>	<u>1,788,280</u>

 2017-19 FY OPERATING AND CAPITAL IMPROVEMENT BUDGET

PARK ACQUISITION & DEVELOPMENT FUND

DESCRIPTION:

This fund is used to account for fees received from developers to develop the City's park system.

EXPENDITURE SUMMARY

Expenditure Summary	13/14	14/15	15/16	16/17	16/17	17/18	18/19
	Actual	Actual	Actual	Budget	Projected	Proposed	Proposed
Park Dev							
Personnel	0	0	0	0	0	0	0
Operations	147,709	406,604	495,967	0	0	0	0
Capital	125,645	81,626	79,257	1,536,825	216,525	1,206,478	500,000
	<u>273,355</u>	<u>488,230</u>	<u>575,225</u>	<u>1,536,825</u>	<u>216,525</u>	<u>1,206,478</u>	<u>500,000</u>
Park Dev, CIP							
Personnel	0	0	0	0	0	0	0
Operations	147,709	406,604	495,967	0	0	0	0
Capital	125,645	81,626	79,257	1,536,825	216,525	1,206,478	500,000
Park Dev Total	<u>273,355</u>	<u>488,230</u>	<u>575,225</u>	<u>1,536,825</u>	<u>216,525</u>	<u>1,206,478</u>	<u>500,000</u>
Legacy Park, CIP							
Personnel	0	0	0	0	0	0	0
Operations	4,009	3,281	3,499	0	4,000	3,500	0
Capital	0	0	202,035	4,900,000	120,000	4,996,731	0
	<u>4,009</u>	<u>3,281</u>	<u>205,533</u>	<u>4,900,000</u>	<u>124,000</u>	<u>5,000,231</u>	<u>0</u>
Park Dev Tustin Legacy, CIP							
Personnel	0	0	0	0	0	0	0
Operations	4,009	3,281	3,499	0	4,000	3,500	0
Capital	0	0	202,035	4,900,000	120,000	4,996,731	0
Park Dev Tustin Legacy Total	<u>4,009</u>	<u>3,281</u>	<u>205,533</u>	<u>4,900,000</u>	<u>124,000</u>	<u>5,000,231</u>	<u>0</u>

2017-19 FY OPERATING AND CAPITAL IMPROVEMENT BUDGET

INTERNAL SERVICE FUNDS

EXPENDITURE SUMMARY

Expenditure Summary	13/14	14/15	15/16	16/17	16/17	17/18	18/19
	Actual	Actual	Actual	Budget	Projected	Proposed	Proposed
Workers Comp, Self Insurance							
Personnel	700	700	0	0	0	0	0
Operations	836,219	1,944,154	1,559,074	855,300	859,787	904,621	909,000
Capital	5,268	0	120	5,000	5,000	5,000	5,000
Workers Comp Total	842,187	1,944,854	1,559,194	860,300	864,787	909,621	914,000
Liability, Self Insurance							
Personnel	1,000	0	0	0	0	0	0
Operations	967,992	1,408,714	821,057	900,966	952,478	1,026,371	1,059,411
Capital	0	0	0	0	0	0	0
Liability Total	968,992	1,408,714	821,057	900,966	952,478	1,026,371	1,059,411
Unemployment, Self Insurance							
Personnel	0	0	0	0	0	0	0
Operations	35,697	22,639	17,876	30,000	10,000	18,000	18,000
Capital	0	0	0	0	0	0	0
Unemployment	35,697	22,639	17,876	30,000	10,000	18,000	18,000
Equipment Replacement							
Personnel	0	0	0	0	0	0	0
Operations	24,711	2,508	3,017	0	0	0	0
Capital	1,456,330	739,315	1,563,567	3,513,255	3,502,444	3,248,806	390,000
Equip. Replacement Total	1,481,040	741,823	1,566,584	3,513,255	3,502,444	3,248,806	390,000

2017-19 FY OPERATING AND CAPITAL IMPROVEMENT BUDGET

BACKBONE & LAND HELD FOR RESALE FUNDS

EXPENDITURE SUMMARY

Expenditure Summary	13/14	14/15	15/16	16/17	16/17	17/18	18/19
	Actual	Actual	Actual	Budget	Projected	Proposed	Proposed
Oblig Reimb Frm Successor Agency							
Personnel	0	0	0	0	0	0	0
Operations	(937,239)	1,234	1,339	600	600	600	600
Capital	0	0	0	0	0	0	0
Oblig Reimb Frm Successor Agency Total	(937,239)	1,234	1,339	600	600	600	600
Backbone Fee Fund							
Personnel	0	0	0	0	0	0	0
Operations	54,694	91,755	37,701	0	0	0	0
Capital	18,267,047	1,556,657	44,545	28,255,400	1,798,065	33,550,000	0
Backbone Fee Fund Total	18,321,741	1,648,411	82,246	28,255,400	1,798,065	33,550,000	0
Land Held for Resale							
Personnel	0	0	660,426	675,300	675,213	1,164,300	0
Operations	1,926,104	8,489,934	44,655,766	10,328,915	10,363,476	11,710,450	4,617,450
Capital	28,538,488	1,758,507	95,678	4,713,400	2,119,310	25,265,370	0
Land Held for Resale Total	30,464,592	10,248,441	45,411,870	15,717,615	13,157,999	38,140,120	4,617,450



INFORMATION TECHNOLOGY

(INTERNAL SERVICE FUND)

TUSTIN



BUILDING OUR FUTURE
HONORING OUR PAST

2017-19 FY OPERATING AND CAPITAL IMPROVEMENT BUDGET

DESCRIPTION:

The Information Technology Division provides research, planning, development, support and evaluation of Citywide technology systems, including data, voice, telephone systems, radio, and technology infrastructure. It provides maintenance for current hardware/software platforms in use by the City, update and application support.

TASKS:

1. Manage all hardware and software utilized by the City;
2. Administer annual lease/maintenance agreements for hardware and software;
3. Provide programming support for systems as needed;
4. Evaluate the effectiveness of out-sourced computer services;
5. Maintain, support and upgrade servers, workstations, peripheral computer equipment, software, phones, audiovisual equipment on a Citywide basis;
6. Develop and implement software solutions to enhance operational efficiency.

EXPENDITURE SUMMARY

Expenditure Summary	13/14	14/15	15/16	16/17	16/17	17/18	18/19
	Actual	Actual	Actual	Budget	Projected	Proposed	Proposed
Information Technology							
Personnel	272,184	341,708	355,547	371,000	372,515	382,900	382,900
Operations	592,892	702,598	962,878	1,364,021	1,354,021	1,234,400	1,234,400
Capital	307,322	131,950	244,860	455,000	455,000	530,000	530,000
Info. Technology Total	1,172,399	1,176,255	1,563,285	2,190,021	2,181,536	2,147,300	2,147,300

HOUSING AUTHORITY

TUSTIN



BUILDING OUR FUTURE
HONORING OUR PAST

 2017-19 FY OPERATING AND CAPITAL IMPROVEMENT BUDGET

EXPENDITURE SUMMARY

Expenditure Summary	13/14	14/15	15/16	16/17	16/17	17/18	18/19
	Actual	Actual	Actual	Budget	Projected	Proposed	Proposed
Tustin Housing Authority							
Personnel	157,825	199,266	220,136	267,000	271,242	301,200	297,500
Operations	82,347	72,330	72,359	100,345	135,722	153,545	96,095
Capital	0	0	0	0	0	0	0
Tustin Housing Authority Total	240,171	271,596	292,495	367,345	406,964	454,745	393,595

CAPITAL IMPROVEMENT PROGRAM

TUSTIN



BUILDING OUR FUTURE
HONORING OUR PAST

 2017-19 FY OPERATING AND CAPITAL IMPROVEMENT BUDGET

EXPENDITURE SUMMARY

Expenditure Summary	13/14	14/15	15/16	16/17	16/17	17/18	18/19
	Actual	Actual	Actual	Budget	Projected	Proposed	Proposed
CIP, CIP							
Personnel	0	0	0	0	0	0	0
Operations	40,609	117,147	17,783	0	0	0	0
Capital	8,764,500	2,284,369	3,262,371	10,785,852	6,789,805	10,777,408	2,196,000
CIP Total	8,805,110	2,401,516	3,280,154	10,785,852	6,789,805	10,777,408	2,196,000

Note: The complete Capital Improvement Program is a separate document. The seven-year Capital Improvement Program document identified future projects and cost estimates that allow staff to properly plan for future capital improvements throughout the City.

MCAS 2010 TAX ALLOCATION BONDS

EXPENDITURE SUMMARY

Expenditure Summary	13/14	14/15	15/16	16/17	16/17	17/18	18/19
	Actual	Actual	Actual	Budget	Projected	Proposed	Proposed
MCAS 2010 TABs							
Personnel	146,198	103,915	111,531	115,900	117,763	125,900	124,000
Operations	6,549	2,848,966	581,435	0	0	0	0
Capital	138,836	781,762	10,175,955	14,000,000	5,000,000	14,891,769	0
MCAS 2010 TABs Total	291,583	3,734,643	10,868,920	14,115,900	5,117,763	15,017,669	124,000

Note: The MCAS 2010 TABs was issued by the former Redevelopment Agency for capital projects at Tustin Legacy. Recently, the California Department of Finance issued the City a "Finding of Completion" which freed up the City's ability to use these funds for capital projects.