



**FISCAL YEAR 2023/24
ANNUAL BUDGET**





To become a City that provides its citizens with exceptional quality of life while maintaining its small-town sense of community.





Ken Broadway
Mayor



Greg Janda
Vice Mayor



David Bass
Councilmember



Jill Gayaldo
Councilmember



Bill Halldin
Councilmember



CITY OFFICIALS

Aly Zimmermann	City Manager
Sherri Conway	Assistant City Manager
Daniel Cucchi	City Attorney (Interim)
Hope Ithurburn	City Clerk
Daniel Choe	City Treasurer

DEPARTMENT REPRESENTATIVES

Tameka Usher	Administrative Services
David Mohlenbrok	Community Development
Reginald Williams	Fire
Kevin Huntzinger	Parks & Recreation
Rustin Banks	Police
Justin Nartker	Public Services

BOARDS & COMMISSIONS

- Architectural Review Committee
- Arts Commission
- Board of Appeals
- Community Recognition Commission
- Investment Advisory Committee
- Parks and Recreation Commission
- Planning Commission

PREPARED BY ADMINISTRATIVE SERVICES-FINANCE DIVISION

Daniel Choe	Deputy Director of Administrative Services/City Treasurer
Andy Schiltz	Principal Management Analyst
Megan Bressemer	Management Analyst
Angela Doyle	Senior Accountant

IN CONJUNCTION WITH DEPARTMENT STAFF

3970 ROCKLIN ROAD
 ROCKLIN, CA 95677
WWW.ROCKLIN.CA.US

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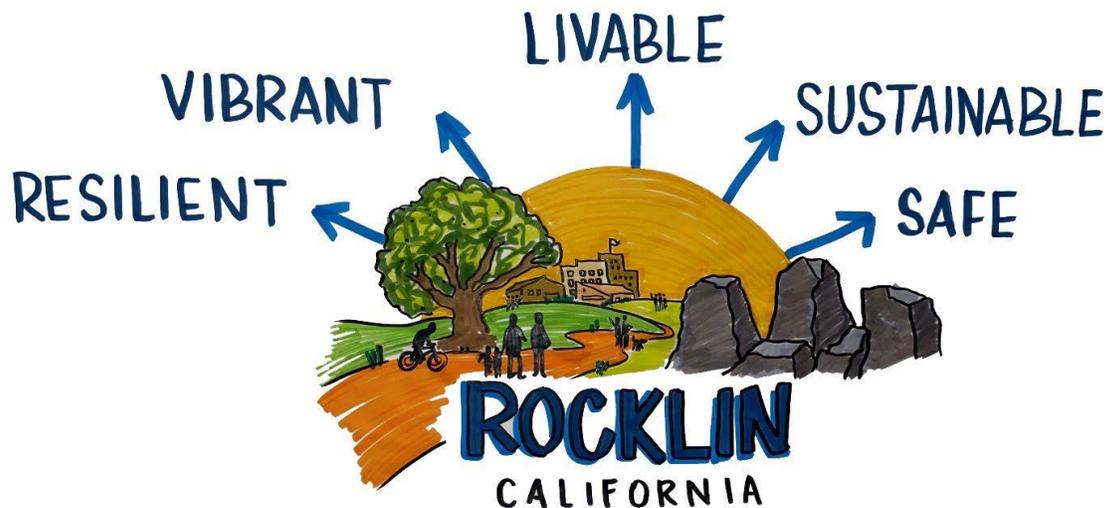
SECTION 1: INTRODUCTION

July 1, 2023

Honorable Mayor and City Council Members:

It is an honor to present the City of Rocklin Annual Budget for Fiscal Year (FY) 2023/2024. The FY 2023/24 Annual Budget totals \$119 million (\$103 million for operations, \$16 million for capital expenditures).

A city budget serves as a policy document, a financial plan, a communications device, and an operations guide, reflecting the policies, goals, programs, and service priorities of the City Council and the community. The FY 2023/24 Annual Budget aligns projected available resources to the services needed by the community, such as police, fire, recreation, community development, public works, and administrative services, and represents the spending plan that provides funding for City services and programs. Desired programming and services support the City Council's newly adopted 2023-2025 strategic plan, and the following "5 Pillars":



Current Fiscal Year 2022/23

The FY 2022/23 approved budget totaled \$102 million across all funds, with \$89.4 million for operations, and \$12.5 million for capital expenditures. Revenues totaled \$104 million. General Fund expenditures were budgeted at \$61.6 million, with \$57.3 million for operations and \$4.3 million for capital expenditures. General Fund revenues totaled \$60.4 million.

City of Rocklin staff continue to do great work in the community. Some of the notable projects and expenditures in the current year include:

Released more than \$2.75 million in American Rescue Plan Act (ARPA) funding for Community Support programs

Obtained an unmodified "clean" audit opinion on the Annual Comprehensive Financial Report for fiscal year ended June 30, 2022

Awarded a \$400,000 Placer Valley Tourism Grant award for the SWRA Pickle Ball Courts

Completed the Rocklin Road at Pacific Street Roundabout project

Developed a Community Oriented Policing and Problem-Solving Program

Completed the construction of the SWRA East Trails

Expanded the online permit guide tool that leads customers through the steps of the permit process and provides required forms and documents

Looking forward to FY 2023/24, the City of Rocklin remains fiscally sound due to prudent and conservative planning by the City Council. As we forecast the City's anticipated revenues and expenses over the next five-year period, it is important to note that steps will be needed in the future to enhance revenues and/or reduce expenditures to combat costs that are naturally rising at a higher rate than revenues. Our City's revenue outlook is generally positive, but increased operational costs, slowing of residential development, and increasing labor costs and liabilities require prudent monitoring of revenues and expenditures to ensure stability.

Fiscal Year 2023/24

The FY 2023/24 budget totals \$119 million across all funds, with \$103 million for operations, \$16 million for capital expenditures and supports 270 full-time equivalent (FTE) positions.

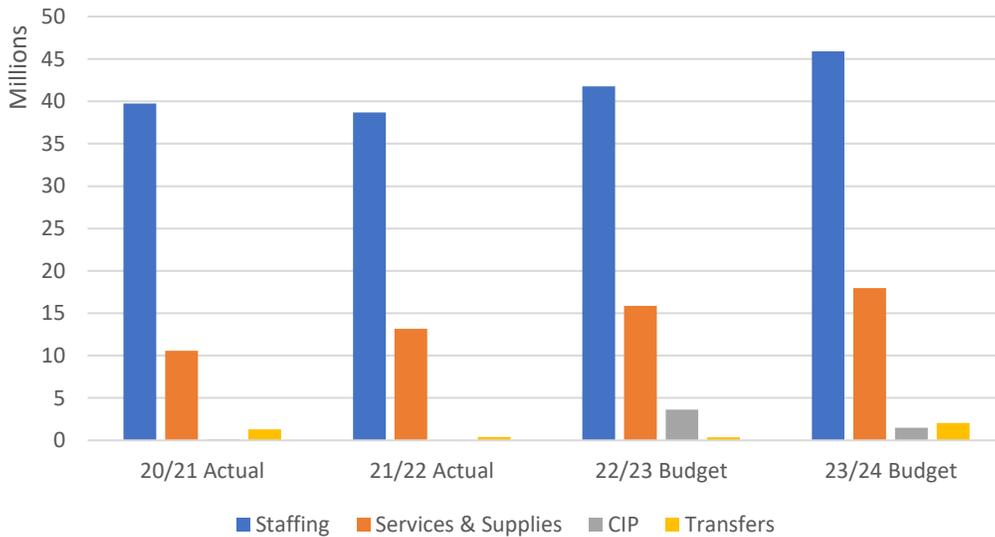
General Fund revenue projections for FY 2023/24 include an 8.2% increase in property taxes, for a total of \$24 million, and a 4.7% increase in sales tax, for a total of \$21.2 million. The increases are due to rising home values, and sales growth by Rocklin businesses. Future projections show moderate increases as consumers are spending less on discretionary taxable merchandise.

General Fund Revenues



General Fund expenditures are budgeted at \$67.4 million, with \$65.9 million for operations and \$1.5 million for capital expenditures.

General Fund Expenditures



The most significant City costs in the General Fund are related to personnel, which comprise approximately \$46 million. Public Safety (police and fire services) totals \$32 million. Citywide, there are 6.53 net new positions being added, with four non-benefited

part-time positions being converted to benefited part-time positions, and two non-benefited part-time positions being consolidated into one FTE position across different departments.

Some of the significant projects and/or expenditures planned for FY 2023/24 include, but are not limited to:

- SWRA Master Plan implementation and improvements;
- Upgrade of the Tyler Munis Enterprise Resource Management system, including Tyler Content Management system City-wide;
- Conduct a professional communications assessment and provide training to key communications staff City-wide for the purpose of increasing public messaging;
- Establish a small business outreach program with the Community Development Department to assist business owners with planning, permitting, and inspections of new and tenant improvement projects;
- Upgrade of alerting system in all three fire stations;
- Research and planning for the future implementation of an innovative intelligence center in the Police Department;
- Complete the Oak & Pine affordable housing project and support efforts to increase the availability of affordable housing;
- Update the Zoning Code;
- Update the Stormwater Conveyance System and Drainage Infrastructure Prioritization Plan;
- ADA Ramp and sidewalk upgrades; and
- Whitney Park Bike Pump Track construction.

Consistent with City Council direction, long-term fiscal sustainability is reflected in this budget. By year end, General Fund operating reserves will be approximately \$15.7 million; reserved funds for the emergency reserve and self-insured losses will be \$1 million and \$2 million, respectively, with an unreserved fund balance of approximately \$15.4 million.

The ratio between personnel expenditures and operations/maintenance for all funds is 63:37, in keeping with the "75:25" operating expenditure rule.

Conclusion/Acknowledgements

We begin the City's 130th year enthusiastically – taking a moment to celebrate our many accomplishments – while anticipating all we have planned going forward. I want to thank all those who put a great deal of time, energy, and effort into the development of the FY 2023/24 budget. Each year, the budget document is the result of the tireless efforts of many members of Team Rocklin, led by Deputy Director of Administrative Services/City Treasurer Daniel Choe and supported by our dedicated Finance Division staff including, Principle Management Analyst Andrew Schiltz, Senior Accountant Angela Doyle, and Management Analyst Megan Bressemer.

Additionally, I want to recognize and share a special thank you to the City employees in each department who contributed to the production of the budget, and who are committed to put into action the intentions this spending plan represents.

The leadership and commitment of City Council to sustaining the health and welfare of Rocklin provides a strong foundation of past successes and allows us to confidently build for the future.

It remains a great honor to serve as your City Manager, with a pledge to ensure the City of Rocklin is strong, vibrant, and fiscally sustainable.

Respectfully submitted,

A handwritten signature in blue ink, appearing to read 'A. Zimmermann', with a long, sweeping horizontal flourish extending to the right.

Aly Zimmermann
City Manager

GEOGRAPHY

Size | 19.87 square miles
 Elevation | 249' above sea level

Fire Protection | ISO Rating 2

DEMOGRAPHICS



Population | 71,179

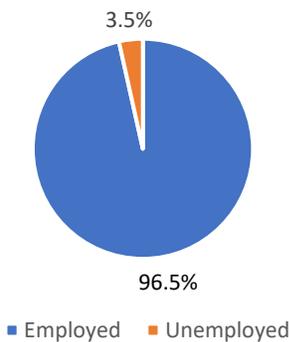


Median Age | 36.9

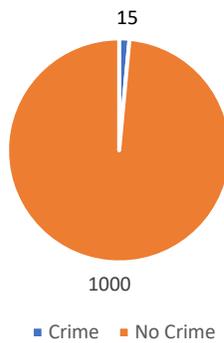
ECONOMICS

Sales Tax	7.25%
Bond Rating	
Fitch Ratings	AA+
Standard & Poor's	AA+
Sales Tax per Capita	\$297
Sales Tax Revenue	\$21,157,300

Unemployment Rate



Crime Rate 15.1/1000 Residents (2022)

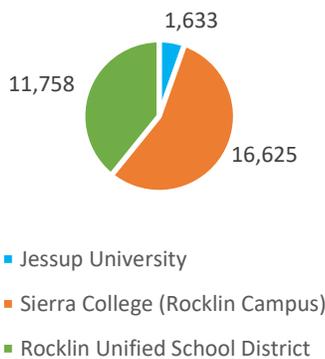


Median Household Income \$106,164
 Labor Force (2/23) 35,500
 Employment (2/23) 34,300

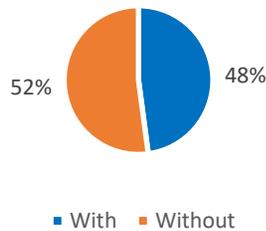


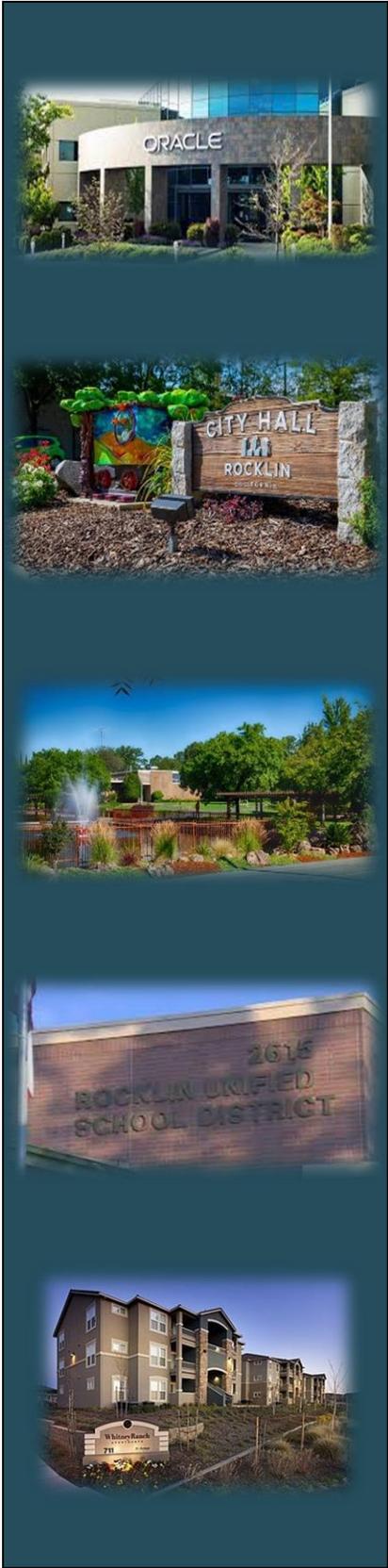
EDUCATION | 2022-23 ENROLLMENT

Enrollment



% of Population with 4-Year Degrees





TOP 10 EMPLOYERS

1. Horizon West Healthcare, Inc.
2. Sierra Joint Community College District
3. Rocklin Unified School District
4. S.E. Scher Corporation
5. Oracle America, Inc.
6. American Healthcare Administrative Services
7. United Natural Foods West, Inc.
8. City of Rocklin
9. Educational Media Foundation
10. SMA America Production, LLC

TOP 10 PROPERTY TAXPAYERS

1. Meridian Apartments, LP
2. Rhino Holdings Blue Oaks, LLC
3. TCG Rocklin Campus, LLC
4. Garnet Creek, LLC
5. Evergreen SR 1011, LP
6. PF Portfolio 2, LP
7. Winsted Apartments, LP
8. MG Rocklin California, LLC
9. Demmon Rocklin Ranch Partners, LP
10. Walmart Real Estate Business Trust

Sources:

- California Department of Finance
- City of Rocklin Community Development Department
- City of Rocklin Finance Department
- Jessup University
- Rocklin Police Annual Report 2022
- Rocklin Unified School District
- Sierra College
- State of California Employment Development Department
- U.S. Bureau of Labor Statistics
- U.S. Census Bureau

The City of Rocklin's annual operating budget serves many purposes:

- To establish financial guidelines to meet the City Council's priorities and policies;
- To allocate or reallocate resources to reflect the City Council's priorities and policies;
- A communication tool for residents to understand City services and programs, and their cost; and
- A planning tool for City staff in programming and making spending decisions.

The City's fiscal year is July 1 through June 30. The City Council annually adopts the budget for the ensuing fiscal year prior to July 1.

The budget document is divided into five sections:

1. Introduction

The introductory section of the budget provides general information about the City, the City Manager's letter, budget overview, basis of budgeting, and budget process.

2. City Structure

This section provides an overview of the City of Rocklin and the City-wide organizational chart.

3. Budget Schedules

The budget schedules section includes information such as appropriations, sources and uses, changes in fund balance, summary of capital improvement plans, and general fund reserves.

4. Departments

This section provides major categories of expenditures in the following services: general government, community development, fire, police, parks and recreation, and public services. Each section includes a department-specific overview of services, an organizational chart, past accomplishments, upcoming year's goals and objectives, significant changes from the prior budget, and budget and staffing charts.

5. Definitions

This section includes information intended to assist readers in understanding the budget and terminology used.

BUDGET OVERVIEW

The fiscal year (FY) 2023/24 Operating and the Capital Improvement Plan budgets total \$119 million for all funds. This budget supports 270 full-time equivalent (FTE) positions and resources needed to provide the following public services: police, fire, planning and community development, construction and maintenance of streets, storm drains and other infrastructure, parks and recreation, and general government services. The budget is balanced and is developed with focus on the City's long-term needs and fiscal sustainability, consistent with City Council direction.

Anticipated General Fund resources total \$68.3 million. These include a General Fund revenue estimate of \$65.7 million (an 8% increase from the FY 2022/23 revised budget) and \$2.6 million from the General Fund Balance. The increase in the General Fund revenue is primarily a result of increasing assessed values for existing properties. With continued concerns over rising interest rates and inflation, sales taxes reflect a slowdown in taxable merchandise spending in FY 2023/24 as the higher cost of utilities, food, and other necessities limit dollars available for discretionary and non-essential items. The FY 2023/24 transient occupancy tax revenue budget is \$1.3 million, a 7.2% decrease from the FY 2022/23 revised budget. There has been a modest decline in occupancy from calendar year 2021 to 2022, and is expected to remain constant in FY 2023/24. Other revenue categories are anticipated to increase. Of the \$2.6 million from the General Fund Balance, \$1 million will be used to offset the Sunset Whitney Recreation Area (SWRA) Demolition and Improvements project, and \$1.6 million will be transferred to the Building Reserve Fund and the Park Infrastructure Reserve Fund to separately account for these reserve monies instead of keeping it in the fund balance of the General Fund.

Anticipated General Fund obligations total \$68.2 million. These include a General Fund operating expense estimate of \$65.9 million, Capital Outlay of \$1.5 million, and a \$788 thousand contribution towards the operating reserve as required by the City's Key Management Practices.

New positions and fleet equipment in the budget are listed below. Additional details are provided in the Department sections.

New Positions and Fleet Equipment

Department	Description	FTE Change	Net Budget Change
Administrative Services	Add a Departmental Administrative Specialist (1.0 FTE) to provide administrative support, as well as City-wide procurement support.	1.00	108,052
City Manager	Add a Management Analyst (1.0 FTE) position to administer Housing programs. Costs will be offset by deleting one vacant Housing Specialist (1.0 FTE) position.	-	26,729
Community Development	Add a Public Services Business Technician (1.0 FTE) position to provide administrative support.	1.00	108,038
Fire	Add a Fire Inspector I/II (1.0 FTE) position for fire inspections and permitting.	1.00	214,176

New Positions and Fleet Equipment (continued)

Department	Description	FTE Change	Net Budget Change
Parks and Recreation	Add a Recreation Coordinator (1.0 FTE) position for special and co-sponsor events, and programs. Costs will be offset by deleting one vacant part-time Office Assistant I/II (0.4 FTE) position allocation, and reducing non-permanent part-time position budgets.	0.53	-
Parks and Recreation	Add a truck and chipper for park maintenance and operations.	-	120,000
Police	Add two Police Officer (2.0 FTE) positions and two marked police vehicles in Police Operations.	2.00	506,376
Police	Funding to replace and upgrade the crime scene investigation van for response to major crime incidents.	-	150,000
Public Services	Add a Landscape Services Worker (1.0 FTE) position for inspection, construction, and repair of landscapes. This position is a non-general fund position, and the majority of costs are offset by deleting non-permanent part-time position budgets.	1.00	19,062
FTE Total		6.53	\$ 1,252,433

In addition, the budget includes the conversion of four non-benefited part-time positions into four benefited part-time positions and the consolidation of two non-benefited part-time positions into one FTE position across various departments. Finally, general liability insurance premiums and workers’ compensation premiums continue to increase. The FY 2023/24 insurance premium and workers’ compensation budgets are \$3.7 million, an increase of \$768,800 from the prior fiscal year. The City is a member of the Northern California Cities Self Insurance Fund (NCCSIF), a Joint Powers Authority, established to protect member resources by stabilizing risk costs in a reliable, economical, and beneficial manner. NCCSIF provides coverage and services in risk management and claims management. NCCSIF members’ historical loss data is used when budgeting for claims costs and expenses for the upcoming fiscal year.

Additional details on the 2024-2028 Capital Improvement Plan, planned fleet and other equipment purchases are provided in Schedules 6 and 7.

GENERAL FUND FIVE-YEAR FORECAST

The five-year forecast is a financial tool to help evaluate current and future fiscal conditions to guide policy and programmatic decisions, including identifying future revenue and expenditure trends that may have immediate or long-term influence on City policies, strategic goals, and delivering City services.

In an effort to develop a budget with focus on both short- and long-term context, staff developed the following General Fund five-year forecast as part of the annual budget process:

General Fund 5-Year Forecast	FY2023/24 Budget	FY2024/25 Projection	FY2025/26 Projection	FY2026/27 Projection	FY2027/28 Projection
Sources					
Revenue	65,671,700	65,887,586	67,312,321	68,491,065	70,220,883
Other Sources	2,613,100	-	-	-	-
Total Sources	68,284,800	65,887,586	67,312,321	68,491,065	70,220,883
Uses					
Operation Expenditures	62,905,600	63,996,700	65,751,100	67,670,700	69,657,300
Capital Improvements	2,451,100	615,300	847,700	804,200	855,300
Transfers Out	2,054,900	336,800	318,700	299,700	303,400
Contribution to Operating Reserve	788,100	189,075	358,925	404,975	420,800
Total Uses	68,199,700	65,137,875	67,276,425	69,179,575	71,236,800
Net Resources / (Deficit)	\$ 85,100	\$ 749,711	\$ 35,896	\$ (688,510)	\$ (1,015,917)

The five-year revenue forecast is based on the FY 2023/24 budget, which was developed in coordination with the City's tax revenue consultant based on national, state, regional, and local economic data; information received from City Departments; historical data; and data from other agencies. Expenditures in the forecast incorporate the City's Key Management Practices in maintaining an operating reserve equal to 25% of the budgeted expenditures in the General Fund (less any capital equipment, project budget, and transfers out), known labor increases, and utility rate increases impacting the City.

FYs 2023/24 through 2025/26 are balanced; however, the growth in expenditures is anticipated to outpace revenues beginning in FY 2026/27. Some of the ongoing challenges are increasing labor costs and liabilities that continue to compete with the priorities and needs of our community. Insurance premiums and workers' compensation costs continue to increase, and are expected to increase by \$2.4 million over the period of the forecast. Therefore, it is important to continue to maintain a sufficient level of fund balance, strategically using one-time resources in mitigating future challenges, as well as proactively seeking opportunities to diversify City funding sources.

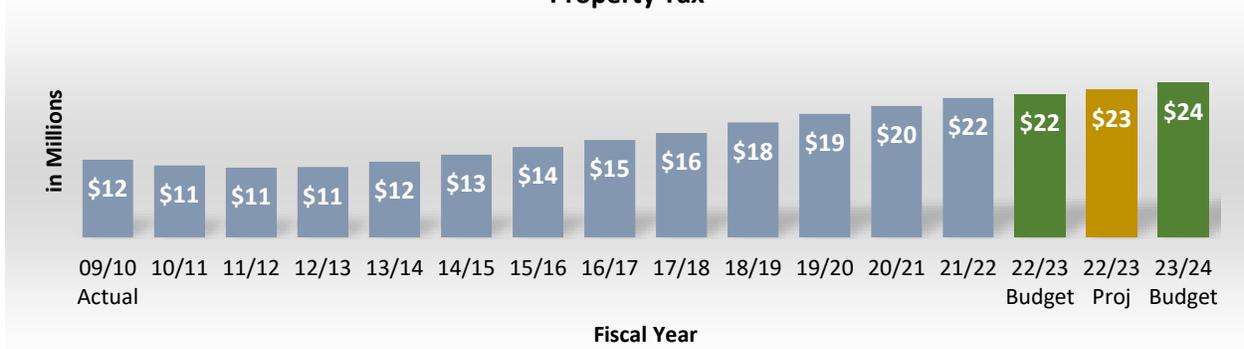
GENERAL FUND REVENUES

Major sources of the City's General Fund revenue come from property tax and sales and use tax. Estimates were developed in coordination with the City's tax revenue consultant based on economic indicators, information from other agencies, and historical data.

PROPERTY TAX

The FY 2023/24 property tax budget is \$24 million, an 8.2% increase from the FY 2022/23 budget. Property taxes are the largest component of General Fund revenues at 37% of total General Fund revenue. Property tax has risen steadily since a recession low of \$10.8 million in FY 2011/12. This is due to a combination of rising home values and new home construction. In 2022, the volume of home sales decreased as home purchases became more expensive overall for home buyers primarily due to the Federal Reserve repeatedly raising interest rates. Although this trend is anticipated to continue through FY 2023/24, there is not enough supply in the market that could lead to acute price declines.

Property Tax



Under California law, property taxes are assessed and collected by the counties up to 1% of assessed value, plus other increases approved by the voters. The property taxes go into a pool and are then allocated to the cities by statutory formula. Approximately 12.7% of ad valorem property taxes levied in Rocklin come in to the City.

SALES TAX

The FY 2023/24 sales tax budget is \$21.2 million, a 4.7% increase from the FY 2022/23 revised budget. Sales taxes are the second largest source of General Fund revenues, and account for 32% of all General Fund revenues. Sales tax has risen steadily since a recession low of \$5.7 million in FY 2009/10, as many Rocklin businesses experienced sales growth as well as higher online purchases. However, the FY 2023/24 sales tax revenue is anticipated to only modestly increase due to a slowdown in taxable merchandise spending. The motor vehicle dealerships, the City’s largest business type, are projected to generate less sales tax revenues as auto inventory available for sale is increasing from historic lows after recent supply chain disruptions and computer chip shortages ease. Additionally, used car prices are declining on the wholesale market as quantities ease. Furthermore, general retail sales were flat or down in the state and county pools in the 2022 calendar year and are likely to continue in FY 2023/24. Sales tax is volatile and can change quickly; therefore, staff will constantly monitor sales tax revenues for signs of above or below budget performance.

Sales Tax



Sales tax is imposed on retailers who sell tangible personal property in California. A use tax is imposed on purchasers whenever sales tax does not apply, such as for goods purchased out of state for use in California. The current sales tax rate in Placer County – City of Rocklin – is 7.25%. The 7.25% is distributed to various agencies with 1% going to the City of Rocklin.

FEES AND CHARGES

Local government has the ability to implement fees to fund City facilities, infrastructure, and services. Through enactment of Rocklin Municipal Code Chapter 3.32, the City maintains a service fee cost comparison system for the purpose of recovering some or all of the costs reasonably borne for providing services of a voluntary and limited nature through fees for those services, so that general taxes are not diverted from general services of a broad nature and utilized instead to subsidize such services of limited benefit. Annually, the City reviews and updates service fees, rental fees, regulatory fees, and penalties/fines to reflect changes in costs reasonably borne. In order to implement fee updates for the 2023 calendar year, the Finance Division in the Administrative Services Department will be taking the annual Schedule of Fees to the City Council for adoption by resolution in Fall 2023, and the new and increased fee amounts adopted will become effective January 1, 2024.

KEY MANAGEMENT PRACTICES

By the FY end, the General Fund operating reserve will be approximately \$15.7 million. The emergency reserve and self-insured losses reserve will be \$1 million and \$2 million, respectively. The ratio between personnel expenditures and operations/maintenance for all funds is 65:35, in keeping with the “75:25” operating expenditure rule. Finally, projected ending fund balances for all funds will be approximately \$115 million and approximately \$15.4 million for the General Fund.

OPERATING BUDGET AWARD

The City’s FY 2022/23 Adopted Operating Budget document received the Operating Budget Meritorious Award from the California Society of Municipal Officers. The award process includes peer reviews of cities’ operating budgets. Peer review methods are employed to maintain standards, improve performance, and provide credibility.



BASIS OF BUDGETING

City accounts are organized on the basis of funds, each of which is considered a separate accounting entity. The operations of each fund are accounted for with a separate set of self-balancing accounts that comprise its assets, liabilities, fund equity, revenues, and expenditures or expenses, as appropriate.

Government resources are allocated to and accounted for in individual funds based upon the purposes for which they are to be spent and the means by which spending activities are controlled. Under the accrual basis of accounting, revenues are recognized in the period in which they are earned, while expenses are recognized in the period in which the liability is incurred.

Descriptions of the funds included in the budget are found in Section 5: Definitions.

The City's budget process and financial procedures are in accordance with all applicable standards of the Government Accounting Standards Board, Generally Accepted Accounting Principles, and the City's internal financial policies and Key Management Practices.

KEY MANAGEMENT PRACTICES

The City's budget is developed following the City's Key Management Practices as detailed herein:

Capital Improvement Plan

The City will develop and implement a five-year capital improvement plan requiring the City to anticipate long-term needs, which will determine the capital improvement priorities, provide for current fiscal year projects, and provide for forecasting and anticipation of future fiscal year expenditures.

Capital Assets

Capital assets, including property, plant, equipment, and infrastructure assets (e.g., roads, bridges, sidewalks, and similar items), are defined by the City as assets with an initial individual cost equal to or greater than \$10,000 (\$5,000 if grant funded) or \$100,000 for infrastructure, with an estimated life in excess of one year.

Fleet Equipment

The City's budget will provide for the adequate maintenance and repair of fleet equipment and for orderly replacement.

Risk Management

The City operates a risk management and loss prevention program to minimize losses.

One-Time Revenue

An organization that depends on one-time revenue or on a source of revenue that will soon disappear, can, in essence, create deficits for itself. As such, the City will utilize the General Fund for one-time or temporary funds to obtain capital assets, fund capital projects, replenish the General Fund Operating Reserve, and/or make other nonrecurring purchases. Otherwise, strategic planning to earmark replacement revenue must be identified at the onset.

Debt Policy

Sound budget management requires the City to determine the availability of revenue to support future capital improvements. In addition to the policies and procedures for land-secured financing as enacted by Resolution No. 2005-112 and Debt Management Policy Resolution No. 2018-291, the City utilizes “Capital Needs Financing”, as noted below, and conducts ongoing analysis of refunding opportunities.

Capital Needs Financing

The City will, where possible, and in accordance with the adopted Capital Improvement Plan, employ pay-as-you-go financing to save interest expenditures, preserve debt capacity for future borrowing, and not encumber future budgets with mandatory debt service expenditures. Exceptions to this practice will be for capital expenditures, which are determined to be time sensitive for purposes of public health, safety, welfare, or for economic gain.

Capital Expenditures

All capital projects planned and budgeted for in any given fiscal year will have funding identified and proven to be available. This means that all projects are subject to funding already received in prior fiscal years. Funds that are earmarked for receipt in the current fiscal year will not be utilized for current year expenditures.

Indirect Cost Allocation

An Indirect Cost Allocation (ICA) calculation is done during the budget process to allocate General Fund support service costs to other funds. City Council, City Clerk, City Attorney, City Manager, Finance, Human Resources, Information Technology, and Building Maintenance including the Building Repair Allocation are the support divisions and the remaining divisions are service divisions. Expenditures charged to the support divisions of the General Fund are the City's indirect costs pool. Allocation of indirect costs to the service divisions is conducted on a prorated basis based on total expenditures. The City will exclude Capital Project Funds from the ICA calculations for the budget year. Capital Projects Funds consist of nonrecurring purchases; therefore, exclusion from the ICA calculation will prevent reliance on one-time funds to balance the General Fund budget. For the year-end actuals, the ICA calculations will include Capital Projects Funds.

Operating Funds – Operating Expenditures

All non-General Fund operating funds will maintain sufficient cash balances to cover a minimum of seven months of operating expenditures planned and budgeted at the end of each fiscal year. This means that operations within these funds are subject to funding already received. This policy will ensure the City maintains sufficient cash on hand to cover its normal operations and enable it to identify and avoid potential cash flow issues.

De-Obligation

In the event an unplanned capital project is identified as a higher priority than a budget initially appropriated, the funded project list may be altered to take the new project into account. In this event, all projects will be reviewed, and a new priority list established. Any projects that are removed from the current funded project list will have the attached funding source de-obligated and that funding source will be attached to the new projects and/or returned to the reserve.

General Fund Operating Reserve

The City will maintain an operating reserve in the General Fund equivalent to, at a minimum, 25% of the planned budgeted operating expenditures. These reserved dollars will be used to support unforeseen emergencies, operating insufficiencies, and short-term internal loans. Management will exercise every mechanism available (e.g., budget cuts, hiring freezes, etc.) to avoid use of the reserve. To the extent the reserve level falls below 25%, a plan will be developed and executed to replenish the reserve at the targeted funding level within three years.

Building Reserve

The City will maintain a building reserve to fund capital maintenance projects to sustain existing City facilities or to support the expansion of existing City facilities to address workforce needs of City services.

Disaster Contingency Reserve

The City will maintain an emergency reserve equal to \$1 million as set by Resolution No. 2012-136. These reserve dollars will be used in the event of a “declared emergency” providing financial support for recovery efforts as directed by the City Council.

Self-Insured Losses Reserve

The City will maintain a self-insured loss reserve equal to \$2 million. These reserve dollars will be used for losses not covered under existing insurance programs.

Retirees’ Health Fund

The City will maintain a Retirees’ Health Fund, which will be used to fund the Retirees’ Health Trust to offset retirees’ health accrued liability.

Fleet Capital Reserve

The City will maintain Fleet Capital Reserves in the Fleet Fund for the purchase of new and replacement vehicles and other capital assets. Reserve amounts will be expensed to each operating fund division based upon the vehicles assigned. These amounts will be calculated utilizing the annual asset depreciation expense, and allocated through a modified Fleet Allocation process. In the case where funds reserved in the Fleet Fund for a particular asset to be replaced, or an additional new asset to be purchased, are insufficient to cover the entire cost of the asset, additional amounts will be expensed to the appropriate operating division in that year.

General Fund – Use of Surplus

In the event the General Fund realizes a surplus, after calculating the General Fund Operating Reserve target, remaining General Fund surplus (net amount by which the unreserved unassigned fund balance is increased in that fiscal year), in an amount not to exceed 5% of the current fiscal year’s revenue budget will be assigned to: (i) fund long-term accrued liabilities, including but not limited to debt service, pension liability, and retiree’s health benefits (e.g. other post-employment benefits liability, Section 115 Trust); (ii) provide funding for the Economic Reserve Fund; (iii) increase the contributions needed to fund the Fleet Capital Reserve; (iv) provide funding for the Building Reserve Fund; and (v) surplus funds in excess of the minimum reserve targets and requirements in this section can be used for other specific purposes consistent with the General Fund – use of surplus. After assigning the General Fund surplus as outlined above, the remaining General Fund surplus may be used in the following ways provided that such action is approved by the City Council: (i) increase the contributions needed to fund one-time expenditures; or (ii) start-up expenditures for new programs or construction and considered in the context of multi-year projections of revenue and expenditures. Any remaining General Fund surplus shall be added to its unassigned fund balance.

Reserve Targets

Reserve	Minimum Target	Maximum Target
General Fund Operating Reserve	25% of planned operating expenditures	Undefined
Building Reserve	Undefined	Undefined
Economic Reserve	Undefined	Undefined
Fleet Capital Reserve	Value of fleet replacement needs for next five years	Total purchase value of fleet assets
Pension Liability	80% funded status based on the most recent valuation report	100% funded status based on the most recent valuation report
Retiree's Health Fund	80% funded status based on the most recent valuation report	100% funded status based on the most recent valuation report

Monitoring Performance

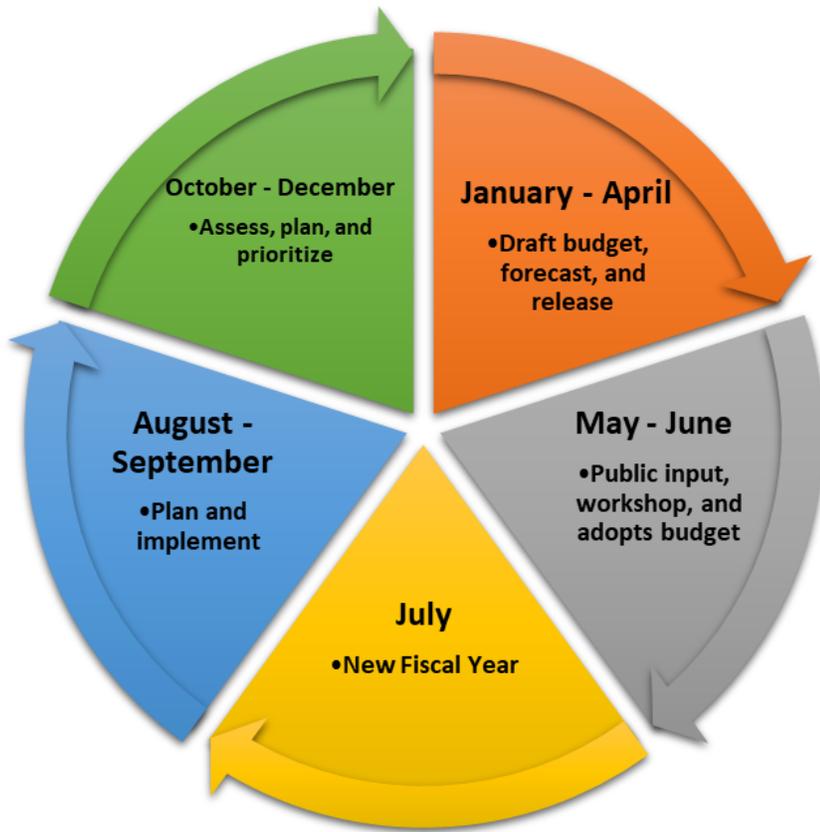
The City will review the current and five-year projected reserve to ensure that they are appropriate, given the economic and financial risk factors the City is subject to on an annual basis during the City's budget process.

"75:25" Operating Expenditure Rule

To support fiscal stability, the City will work to maintain personnel to operations/maintenance expenditure ratio no greater than 75:25. Pension and health care costs can be extremely volatile, and can lead to significant year-over-year expenditure increases. Maintaining a healthy balance between personnel and operations/maintenance expenditures allows for greater control over total expenditures and allows the City to more easily respond to unforeseen costs. The City will analyze its personnel to operations/maintenance expenditure ratio during the budget process each year and make prudent adjustments to bring the ratio back to appropriate levels within three years.

BUDGET PROCESS

The City prepares and submits an annual operating budget and a five-year capital improvement plan budget to the City Council for review and approval. The annual budget process is driven by the City’s Strategic Plan.



The annual budget preparation begins by creating a budget calendar, in which due dates are established in order to meet the budget adoption date. Pursuant to Rocklin Municipal Code Chapter 3.28, the City Council must adopt the final budget by June 30th of each year.

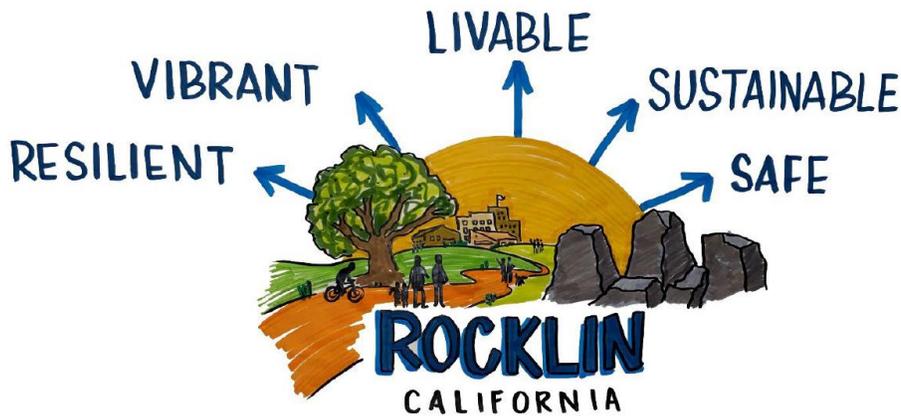
To establish the annual budget, departments estimate revenue anticipated for the succeeding year, along with operating expenses to support the City Council priorities, objectives of each program, and proposed program expansions and augmentations. These estimates are continuously reevaluated and revised before the budget is transmitted to the City Manager.

The next step is for the City Manager and department staff to meet and review budget estimates. Revisions from these meetings are made and the budget estimates are reassessed. This step may repeat until the budget is balanced.

When the City Manager is satisfied with the proposed operating and capital budgets, they are transmitted to the City Council on or before May 15th of each year. The City Council reviews and may revise, the proposed budget in a public workshop. Any changes to the proposed budget, as considered and approved by the City Council during budget workshops, are included in the final budget. The budget is then formally adopted by the City Council on or before June 30th of each year.

TWO-YEAR STRATEGIC PLAN

On March 22, 2023, the City Council held a City Council retreat to develop the City’s Strategic Plan for the next two years. At the conclusion of the retreat, the City Council agreed to the following “five pillars” and developed directional statements for each area:



RESILIENT

Rocklin is resilient and seeks ways to assist the community, businesses and citizens to be adaptable in the face of a changing world. The community is connected through a network of roadways, trails, and sidewalks that allow people and goods to move safely and efficiently throughout the City. Rocklin's infrastructure is designed, built, and maintained to withstand and quickly recover from disasters and disruptions.

VIBRANT

Rocklin stimulates a vibrant and diverse community through technology and efficient planning that is flexible and responsive. Rocklin's business-friendly environment promotes economic vitality, welcoming new and supporting existing businesses through excellent customer service.

LIVABLE

Rocklin is responsive to the unique and emerging needs of the community and offers a quality of life that supports health, happiness, and prosperity to all. This results in a community where residents have access to diverse parks, unique amenities, inviting gathering spaces, quality events, and exceptional educational opportunities.

SUSTAINABLE

Rocklin seeks opportunities to diversify its funding sources to ensure a strong fiscal foundation. Intentional long-term financial planning ensures community success and supports the City's quality of life.

SAFE

Rocklin residents feel comfortable walking and biking throughout the community, enjoying parks and public spaces, and know that the City is prioritizing the safety, health and well-being of its community. Rocklin invests in public safety by providing resources and technology to consistently reduce crime and ensure the City remains safe. The City partners with nonprofits, social service agencies, and the community to address the root causes of crime and social instability.



SECTION 2: CITY STRUCTURE

ABOUT ROCKLIN

Located in south Placer County at the intersection of Interstate 80 and State Highway 65, Rocklin is characterized by rolling hill terrain with 360-degree panoramic views of the Sierra Nevada mountains to the northeast and to the Sutter-Butte mountain range in the west.

Rocklin is a preferred location to live, work, visit, and grow business because of its convenient location, excellent schools and universities, abundant recreational opportunities, and the highest commitment to public safety.

Rocklin is located in proximity to many tourist locations and recreational amenities; it is within 20 minutes of Folsom Lake, 30 minutes of downtown Sacramento, and less than two hours from Lake Tahoe, the Pacific Ocean, and the Bay Area.

Rocklin has been one of the fastest growing cities in California. The City's population grew 64% from 2000-2014 with a current population of approximately 71,179, according to the California Department of Finance. In 2021, Money Magazine ranked the City in the top 50 Best Places to Live in America. The City was one of only two California cities to make the list.

The City's strongest assets are its residents, where citizen input and participation set Rocklin apart from other communities. We are proud of Rocklin's rich heritage and excited about its future. Thanks to residents, businesses and community leaders working together, we can ensure a bright future.

GOVERNANCE

The City operates under a Council-Manager form of government, which vests authority in an elected City Council. The City Council is the City's legislative and policy-making body and appoints the City Manager who is responsible for the overall administration of the City. In addition to the appointment of the City Manager, the City Council also appoints the City Attorney; City Treasurer; City Clerk; and members of the Architectural Review Committee, Arts Commission, Board of Appeals, Community Recognition Commission, Investment Advisory Committee, Parks and Recreation Commission, and Planning Commission.

The City-wide organizational chart displays the relationships between organizational units of the City government. Day-to-day operations are handled by the City departments, and departments are run by department directors who report to the City Manager. This organizational structure ensures the City Manager can keep the City Council apprised of operational issues of importance and of City-wide concern.

HISTORY OF ROCKLIN

Founded on Granite

While Rocklin has a long history, much of the growth has been within the last 30 years. Rocklin was first recognized as a destination along the transcontinental railroad in 1864, about the same time granite mining began. The City incorporated in 1893 during the heyday of railroad and granite mining activity. By 1910, 22 quarries operated in Rocklin and, in 1912 nearly 2,000 train carloads of granite were sent out of town to become part of the state capitol building and buildings in San Francisco.

First Developed Land

North of Rocklin's core was Spring Valley Ranch, founded in 1855 by the Whitney family, which included sheep and a wide variety of agricultural products. Over the years, 25 miles of crushed stone roads, 12 granite bridges, stables, barns, and housing for 200 ranch hands and their families were all constructed on this sprawling 30,000 acres, now considered the first developed property in Rocklin.

The ranch was eventually subdivided and sold off to various development interests as the expansion of suburban communities from Sacramento to the northeast led to the growth of the housing market in Rocklin during the late 1950s and early 1960s. This resulted in the development of the Sunset Whitney neighborhood, centered around a beautiful golf course.

Modern Business Expansion

Beginning in the 1980s, Rocklin realized the benefits of a lower cost of living and land that drew high technology firms and other industries to the region. This resulted in an expansion of commercial and residential development, including Stanford Ranch, the 3,000-acre master planned community that had also been part of Spring Valley Ranch. A steady period of growth continued in Rocklin with additional master plan areas including Whitney Oaks (1,000 acres) and Whitney Ranch (1,300 acres).

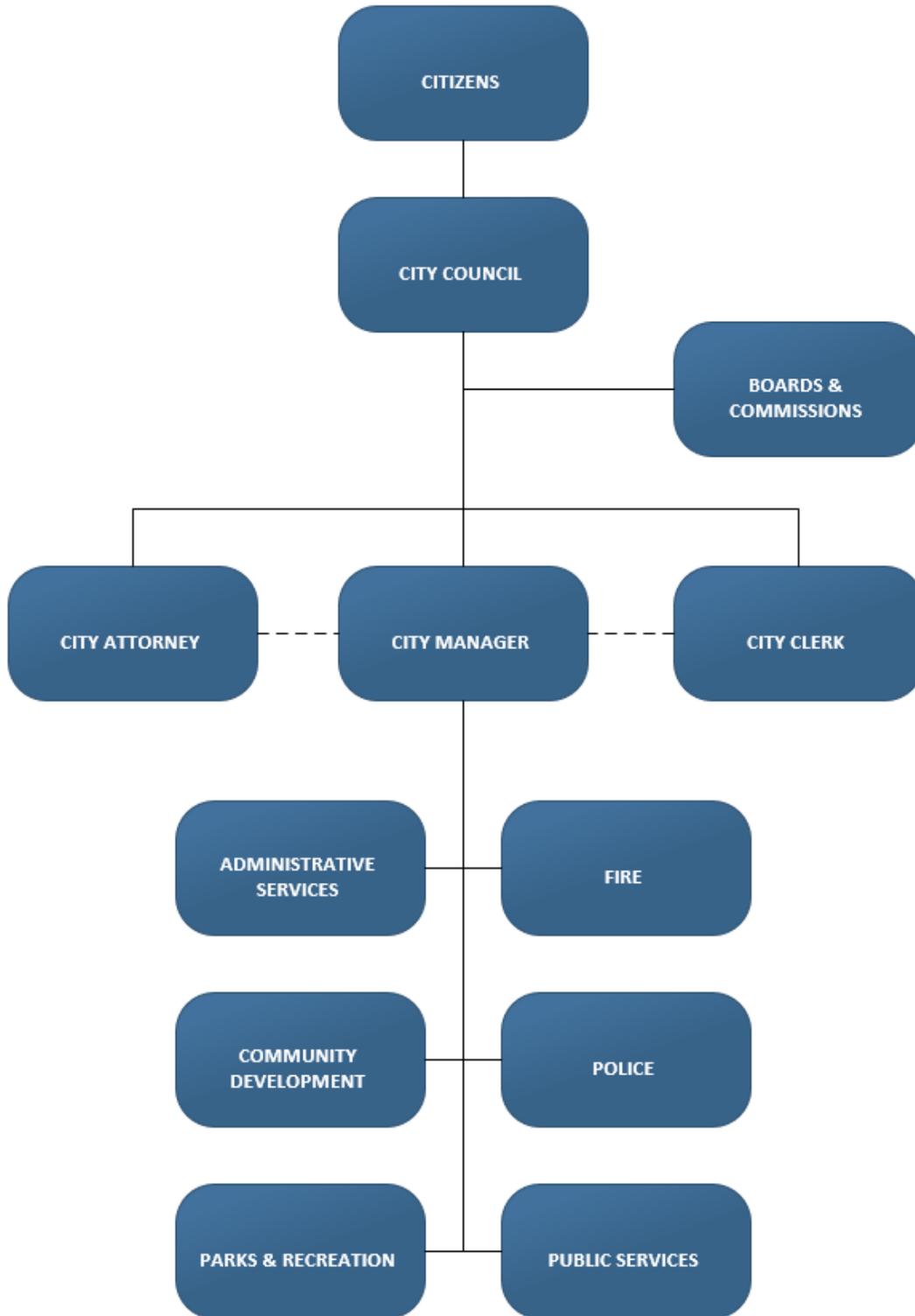
Looking Forward

As Rocklin has evolved, the City has saved many of the original granite bridges used to cross creeks on the Spring Valley Ranch and has designed parks to include these bridges.

Rocklin is now nearing the end of its growth phase. With few remaining large, undeveloped parcels and no opportunities for annexation, City leaders are shifting their focus from one of growth to long-term sustainability. Rocklin must ensure that the City's high quality of life can be sustained in the years to come. This shift in focus requires new thinking, new ways of doing things but also provides for new opportunities.

Part of the City's long-term model for sustainability is to look back on where it all began: The City's core. Downtown and Historic Rocklin are ripe with opportunities for redevelopment. Quarries still dot the landscape, providing a unique asset for new community park and recreational uses.







SECTION 3: BUDGET SCHEDULES

**SCHEDULE 1A
Appropriations by Department**

DEPARTMENT	Actual FY2020/21	Actual FY2021/22	Original Budget FY2022/23	Revised Budget FY2022/23	Approved Budget FY2023/24	Change Increase/ (Decrease)
City Council	44,008	89,291	97,800	97,800	99,400	1,600
City Manager	1,044,804	1,339,754	1,251,000	4,093,700	4,650,700	557,000
City Attorney	875,970	878,160	1,118,400	2,118,400	1,142,400	(976,000)
City Clerk	322,224	324,053	398,000	398,000	329,000	(69,000)
Administrative Services	11,848,111	9,536,920	10,436,600	12,466,600	15,426,700	2,960,100
Community Development	4,807,461	5,014,086	8,109,500	8,307,600	18,329,000	10,021,400
Fire	13,125,350	14,455,733	14,188,200	14,675,800	15,865,050	1,189,250
Information Technology	2,743,989	2,758,897	3,461,700	3,724,300	-	(3,724,300)
Parks and Recreation	7,019,613	7,848,339	10,540,900	11,266,000	10,326,500	(939,500)
Police	19,182,193	20,195,244	21,967,400	22,340,700	24,368,450	2,027,750
Public Services	18,731,160	21,292,522	25,868,700	30,085,800	22,450,900	(7,634,900)
Non-Departmental	13,486,833	3,065,368	4,499,000	7,168,500	5,728,800	(1,439,700)
TOTAL	\$ 93,231,716	\$ 86,798,367	\$ 101,937,200	\$ 116,743,200	\$ 118,716,900	\$ 1,973,700

**SCHEDULE 1B
Appropriations by Category and Department**

DEPARTMENT	Revenues	Staffing	Professional Services	Operating Expenses	Other Uses/ Debt Service/ Depreciation	Capital Outlay	Total Obligations	Net Operating
City Council	-	44,000	-	55,400	-	-	99,400	(99,400)
City Manager	170,000	1,209,400	3,148,800	167,500	125,000	-	4,650,700	(4,480,700)
City Attorney	28,100	675,300	400,000	39,000	28,100	-	1,142,400	(1,114,300)
City Clerk	-	279,900	16,000	33,100	-	-	329,000	(329,000)
Administrative Services	19,365,200	8,932,700	1,697,000	3,167,400	1,629,600	-	15,426,700	3,938,500
Community Development	10,405,800	4,176,600	2,550,600	349,200	315,500	10,937,100	18,329,000	(7,923,200)
Fire	5,103,800	11,409,600	276,350	1,630,400	2,273,700	275,000	15,865,050	(10,761,250)
Parks and Recreation	5,828,100	3,037,900	1,978,200	3,163,600	1,146,800	1,000,000	10,326,500	(4,498,400)
Police	1,851,500	20,595,200	816,800	2,716,750	239,700	-	24,368,450	(22,516,950)
Public Services	6,053,000	5,444,500	3,641,000	6,256,700	3,159,700	3,949,000	22,450,900	(16,397,900)
Non-Departmental	66,194,500	40,000	-	3,287,300	2,401,500	-	5,728,800	60,465,700
TOTAL	\$ 115,000,000	\$ 55,845,100	\$ 14,524,750	\$ 20,866,350	\$ 11,319,600	\$ 16,161,100	\$ 118,716,900	\$(3,716,900)

SCHEDULE 2 Sources, Uses, and Changes in Fund Balance

	Sources		Uses			Contribution / Use of Reserve	Fund Balance	
	Revenues	Operations	CIP	Total Obligations	Surplus/ (Deficit)		Beginning Balance	Ending Balance
FUNDS								
General Funds								
General Fund (100)	65,671,700	65,926,600	1,485,000	67,411,600	1,825,000	85,100	15,340,700	15,425,800
General Fund Reserve ¹		-	-	-	(1,825,000)	(1,825,000)	25,987,000	24,162,000
Boroski Landfill Monitoring (727)	28,100	28,100	-	28,100	-	-	-	-
Building Reserve (180)	1,189,000	-	-	-	-	1,189,000	-	1,189,000
Economic Development (122)	-	95,000	-	95,000	-	(95,000)	775,500	680,500
Park Infrastructure Reserve (170)	424,100	-	-	-	-	424,100	-	424,100
Quarry Park Adventures Reserve (115)	-	-	-	-	-	-	240,000	240,000
Quarry Park Amphitheater Events (111)	304,700	304,700	-	304,700	-	-	4,000	4,000
Retirees Health (151)	2,382,800	2,365,000	-	2,365,000	-	17,800	658,100	675,900
Technology Fees (130)	443,400	1,111,100	-	1,111,100	-	(667,700)	1,129,500	461,800
Subtotal General Funds	70,443,800	69,830,500	1,485,000	71,315,500	-	(871,700)	44,134,800	43,263,100
Capital Projects Funds								
Capital Construction Fees (304)	1,345,800	532,800	1,298,700	1,831,500	-	(485,700)	5,103,800	4,618,100
Reserve for LRBS Debt Service	-	-	-	-	-	-	1,059,300	1,059,300
Community Park Fees (301)	681,000	125,500	-	125,500	-	555,500	(177,000)	378,500
Community Recreation Center Facility Impact Fees (328)	55,400	-	-	-	-	55,400	-	55,400
North West Rocklin Community Park Fees (307)	426,500	-	-	-	-	426,500	69,200	495,700
Oak Tree Mitigation Fees (305)	44,000	157,300	-	157,300	-	(113,300)	98,600	(14,700)
Public Facilities Impact Fees (308)	61,000	-	-	-	-	61,000	1,077,400	1,138,400
Traffic Circulation Impact Fee (302)	2,160,900	590,800	1,500,000	2,090,800	-	70,100	17,127,700	17,197,800
Traffic Circulation Impact Fee Loans	-	-	-	-	-	-	747,600	747,600
Trails Impact Fees (321)	53,600	-	-	-	-	53,600	-	53,600
Whitney Ranch Interchange Fees (325)	116,200	-	-	-	-	116,200	1,580,600	1,696,800
Whitney Ranch Trunk Sewer Project (306)	44,500	44,500	-	44,500	-	-	-	-
Subtotal Project Funds	4,988,900	1,450,900	2,798,700	4,249,600	-	739,300	26,687,200	27,426,500
Debt Service Fund								
Capital Construction - Debt Service (400)	532,800	532,800	-	532,800	-	-	-	-
Subtotal Debt Service Fund	532,800	532,800	-	532,800	-	-	-	-
Internal Service Funds								
Risk Management (525)	4,175,600	4,144,000	-	4,144,000	-	31,600	1,137,400	1,169,000
Self-Insured Losses	-	-	-	-	-	-	2,935,100	2,935,100
Disaster Contingency	-	-	-	-	-	-	1,000,000	1,000,000
Vehicle Fleet Management (500)	3,482,200	3,544,700	-	3,544,700	-	(62,500)	3,841,000	3,778,500
Vehicle Fleet Net Capitalized Assets	-	-	-	-	-	-	7,529,900	7,529,900
Subtotal Internal Service Funds	7,657,800	7,688,700	-	7,688,700	-	(30,900)	16,443,400	16,412,500
Permanent Funds								
Cons. Easement Endowment (729)	11,500	11,500	-	11,500	-	-	453,500	453,500
Wetlands Maintenance Parcel 34 (728)	2,600	2,600	-	2,600	-	-	56,300	56,300
Subtotal Permanent Funds	14,100	14,100	-	14,100	-	-	509,800	509,800
Special Revenue Funds								
American Rescue Plan Act (266)	500,000	500,000	-	500,000	-	-	-	-
Asset Forfeiture - Federal (243)	400	-	-	-	-	400	17,500	17,900
Asset Forfeiture - State (242)	116,300	50,000	-	50,000	-	66,300	414,400	480,700
Bicycle and Pedestrian (212)	100,000	-	100,000	100,000	-	-	-	-
CASp Certification & Training (248)	-	-	-	-	-	-	67,200	67,200
CDBG - First-Time Home Buyers (254)	-	-	-	-	-	-	103,200	103,200
CDBG - First-Time Home Buyers Loans	-	-	-	-	-	-	21,000	21,000
CDBG - HUD Entitlement (257)	300,100	300,100	-	300,100	-	-	-	-
CDBG 2000 - Oak Court (253)	-	-	-	-	-	-	265,600	265,600
CDBG 2000 - Oak Court Loans	-	-	-	-	-	-	110,000	110,000
CDBG Housing Rehabilitation (251)	-	-	-	-	-	-	155,500	155,500
CDBG Housing Rehabilitation Loans	-	-	-	-	-	-	188,000	188,000

¹ Refer to Schedule 8 for General Fund reserves.

SCHEDULE 2 (continued)
Sources, Uses, and Changes in Fund Balance

	Sources		Uses			Contribution / Use of Reserve	Fund Balance	
	Revenues	Operations	CIP	Total Obligations	Surplus/ (Deficit)		Beginning Balance	Ending Balance
FUNDS								
CFD No. 6 - Open Space Maintenance (233)	358,000	382,200	-	382,200	-	(24,200)	253,200	229,000
Community Facilities District No. 1 (231)	2,284,300	2,284,300	-	2,284,300	-	-	-	-
Community Facilities District No. 5 (232)	7,148,700	6,222,700	-	6,222,700	-	926,000	4,342,400	5,268,400
Costco Settlement (209)	-	-	-	-	-	-	3,755,200	3,755,200
Gas Tax (201)	2,070,300	998,800	-	998,800	-	1,071,500	93,800	1,165,300
Grants/Other Reimbursables (275)	60,300	60,300	-	60,300	-	-	-	-
Landscaping & Lighting Maint. District No. 2 (235)	2,717,600	2,831,500	-	2,831,500	-	(113,900)	1,374,700	1,260,800
Lighting Maintenance District No. 1 (230)	252,400	252,400	-	252,400	-	-	-	-
Low & Moderate Income Housing Asset (270)	190,200	2,957,500	-	2,957,500	-	(2,767,300)	8,805,600	6,038,300
Low- & Moderate Income Loans	-	-	-	-	-	-	4,219,100	4,219,100
Park Development Fees (300)	835,800	401,800	-	401,800	-	434,000	900,500	1,334,500
Park Tax Special Assessment (236)	653,200	653,200	-	653,200	-	-	-	-
Recreation Facilities Contribution (221)	-	-	-	-	-	-	1,600	1,600
Sales Tax SB 325 (210)	5,155,600	3,717,600	5,604,100	9,321,700	-	(4,166,100)	5,644,000	1,477,900
SB 1 - Road Maintenance & Rehabilitation (205)	1,799,300	26,800	702,800	729,600	-	1,069,700	419,800	1,489,500
SB 325 Transit Fund (211)	973,600	1,023,600	-	1,023,600	-	(50,000)	50,000	-
Streets Grants Fund (240)	5,470,500	-	5,470,500	5,470,500	-	-	-	-
Supp Law Enforcement Services AB 3229 (736)	189,300	189,300	-	189,300	-	-	-	-
Traffic Safety/Police Grants (244)	186,700	186,700	-	186,700	-	-	-	-
Subtotal Special Revenue Funds	31,362,600	23,038,800	11,877,400	34,916,200	-	(3,553,600)	31,202,300	27,648,700
TOTAL	\$115,000,000	\$102,555,800	\$16,161,100	\$118,716,900	\$ -	\$(3,716,900)	\$118,977,500	\$115,260,600

SCHEDULE 3
Revenues by Category for General Fund

	Actual FY2020/21	Actual FY2021/22	Original Budget FY2022/23	Revised Budget FY2022/23	Approved Budget FY2023/24	Change Increase/ (Decrease)
GENERAL FUND						
Taxes						
Property Tax - Secured	\$ 12,691,274	\$ 13,445,416	\$ 13,858,500	\$ 13,858,500	\$ 14,947,500	\$ 1,089,000
Property Tax - RDA Residual Distribution	1,066,320	1,015,932	1,200,000	1,200,000	1,200,000	-
Property Tax - Unsecured	291,325	274,240	273,200	273,200	293,400	20,200
Property Tax - Prior Unsecured	1,933	2,931	2,000	2,000	1,700	(300)
Property Tax - Supplemental	395,790	572,997	254,100	254,100	435,400	181,300
Property Tax In Lieu MVLFF	5,939,349	6,288,982	6,603,500	6,603,500	7,128,800	525,300
Subtotal Property Taxes	20,385,992	21,600,497	22,191,300	22,191,300	24,006,800	1,815,500
Sales Tax	20,217,932	21,366,903	19,572,200	19,572,200	20,487,500	915,300
Sales Tax - Public Safety	524,829	658,054	636,800	636,800	669,800	33,000
Subtotal Sales Taxes	20,742,760	22,024,957	20,209,000	20,209,000	21,157,300	948,300
Business License Tax	411,436	417,138	415,400	415,400	419,600	4,200
Short Term Rental Permit	-	695	-	-	2,100	2,100
STR Transient Occupancy Tax	3,381	15,629	18,000	18,000	18,000	-
Transfer Tax	720,525	900,285	600,000	600,000	540,000	(60,000)
Transient Occupancy Tax	685,515	959,236	1,272,000	1,422,000	1,320,000	(102,000)
Utility Franchise Tax	2,351,705	2,443,215	2,416,800	2,416,800	2,465,100	48,300
Subtotal Other Taxes	4,172,562	4,736,198	4,722,200	4,872,200	4,764,800	(107,400)
Total Taxes	45,301,315	48,361,651	47,122,500	47,272,500	49,928,900	2,656,400
Licenses and Taxes						
Animal License	56,238	74,046	65,000	65,000	65,000	-
Building Permit	4,874,488	4,085,542	3,161,300	3,161,300	3,515,300	354,000
Certificate of Occupancy	14,400	14,805	19,000	19,000	19,000	-
EQ - CEQA	41,976	55,617	29,000	29,000	36,300	7,300
Encroachment Permit	131,345	113,204	100,000	100,000	100,000	-
Fire Operational Permits	43,129	44,233	45,000	45,000	45,000	-
Grazing Permit	-	1,232	1,000	1,000	1,000	-
Home Occupation Permit	26,068	26,011	20,800	20,800	22,900	2,100
Land Use Permits	118,523	132,794	83,600	83,600	101,400	17,800
Land Use Variances	1,639	-	1,300	1,300	1,000	(300)
Other Licenses & Permits	2,819	2,260	3,000	3,000	3,750	750
Oversize Load Permits	4,492	4,448	5,000	5,000	5,000	-
Plan Duplication Processing	1,131	3,028	1,600	1,600	1,900	300
Subtotal Licenses and Permits	5,316,248	4,557,219	3,535,600	3,535,600	3,917,550	381,950
Fines, Forfeitures, & Penalties						
Business License Penalties	1,934	6,260	5,000	5,000	7,000	2,000
DUI Cost Recovery	-	1,412	500	500	-	(500)
Parking Citations	10,522	15,444	10,000	10,000	11,000	1,000
Statute Violation Fines	64,567	109,161	60,000	60,000	60,000	-
Vehicle Cite Corr-Sign Off	945	1,536	1,500	1,500	-	(1,500)
Other Fines/Forfeiture/Penalties	6,290	12,279	11,100	11,100	10,600	(500)
Subtotal Fines, Forfeitures, & Penalties	84,257	146,092	88,100	88,100	88,600	500

SCHEDULE 3 (continued)
Revenues by Category for General Fund

	Actual FY2020/21	Actual FY2021/22	Original Budget FY2022/23	Revised Budget FY2022/23	Approved Budget FY2023/24	Change Increase/ (Decrease)
GENERAL FUND (continued)						
Charges for Services						
Admission Fees	-	-	5,000	5,000	6,000	1,000
Animal Return Fees	840	1,115	2,500	2,500	1,000	(1,500)
Annexation Fees	29,418	43,485	-	-	-	-
Annual Business Inspection	9,245	6,150	11,000	11,000	6,000	(5,000)
Brycer Inspection Compliance Fees	-	4,346	400	400	7,500	7,100
Business License Application Fees	15,154	15,468	14,400	14,400	14,400	-
Concurrent Application Fees	104,602	112,297	81,100	81,100	100,200	19,100
Contract Services	169,850	164,305	167,700	167,700	250,700	83,000
Copies	1,365	918	2,000	2,000	3,000	1,000
Engineering Inspection Fees	569,189	371,325	400,000	400,000	400,000	-
Engineering Map Check Fees	29,480	30,955	24,000	24,000	40,000	16,000
Engineering Plan Check Fees	287,477	288,823	225,000	225,000	280,000	55,000
False Alarm Fees	63,579	57,875	30,000	30,000	40,000	10,000
Fingerprinting Fees	235	349	10,000	10,000	10,000	-
Fire Fees	243,109	154,731	166,000	166,000	174,000	8,000
First Responder Fees	-	106,662	250,000	250,000	300,000	50,000
Flood Zone	1,622	-	-	-	1,200	1,200
Grading Plan Fees	2,083	-	1,000	1,000	-	(1,000)
Impound & Repo Fees	19,056	21,782	19,000	19,000	20,000	1,000
Improvement Plan Revision Fees	-	-	3,400	3,400	2,000	(1,400)
Massage Technician Permits	6,295	6,653	7,500	7,500	7,000	(500)
Miscellaneous Engineering Fees	-	3,273	8,200	8,200	5,600	(2,600)
NWRAA Admin Fees	579	-	-	-	-	-
Overages/Underages	1	0	-	-	-	-
Program Fees	72,357	152,508	84,500	159,500	165,450	5,950
Records Maintenance Fees	27,429	26,853	28,000	28,000	28,000	-
Reports	520	1,040	500	500	500	-
Sale of Advertising	-	7,000	17,000	17,000	11,000	(6,000)
Sierra College Contract	652,736	663,102	600,000	600,000	615,000	15,000
State Bldg Stdrd Admin Fees	1,465	1,073	1,000	1,000	800	(200)
Tentative Subdivision Maps	43,123	39,845	58,700	58,700	58,100	(600)
Weed Abatement Fees	55,380	62,182	55,000	55,000	55,000	-
Subtotal Charges for Services	2,406,187	2,344,115	2,272,900	2,347,900	2,602,450	254,550
Intergovernmental						
County/Local Grants	18,211	37,000	10,000	10,000	-	(10,000)
Federal Grants	98,052	5,184	-	-	-	-
POST Reimbursements	6,078	10,749	20,000	20,000	26,000	6,000
RATTF Revenue	101,655	107,770	115,000	115,000	115,000	-
Reimbursement Revenue	1,021,369	941,778	186,600	240,800	287,400	46,600
Special Revenue	-	-	18,000	18,000	9,000	(9,000)
State Grants	-	105,355	-	-	-	-
State HOPTR	84,884	85,172	84,000	84,000	80,800	(3,200)

SCHEDULE 3 (continued)
Revenues by Category for General Fund

	Actual FY2020/21	Actual FY2021/22	Original Budget FY2022/23	Revised Budget FY2022/23	Approved Budget FY2023/24	Change Increase/ (Decrease)
GENERAL FUND (continued)						
State Motor Vehicle In Lieu	51,597	81,409	-	-	-	-
State Realignment	100,000	100,000	100,000	100,000	100,000	-
Successor Agency Admin Fees	125,000	60,400	60,400	60,400	70,000	9,600
Subtotal Intergovernmental	1,606,847	1,534,818	594,000	648,200	688,200	40,000
Miscellaneous						
Cap Fac Impact Admin Fees	50,124	36,750	11,000	11,000	11,000	-
Donations	2,798	-	-	-	12,000	12,000
Mandated Payments Revenue	12,590	30,674	-	-	-	-
Miscellaneous Revenues	122,439	386,617	36,000	36,000	33,500	(2,500)
Rebate Payment	24,850	43,914	26,000	26,000	30,000	4,000
Sale of Taxable Items	789	1,131	900	900	500	(400)
Special Assessment Admin Fees	166,800	117,800	120,500	120,500	119,700	(800)
Subtotal Miscellaneous	380,389	616,886	194,400	194,400	206,700	12,300
Use of Money and Property						
GASB No. 31 FMV Adjustment	(316,067)	(1,144,398)	-	-	-	-
Interest Income	155,212	95,905	120,300	120,300	909,200	788,900
Rental Income	656,971	1,184,201	1,109,500	1,209,500	1,586,400	376,900
Sale of Assets	258,271	2,684	-	-	-	-
Small Cell License	2,000	-	300	300	-	(300)
Vending Machine	151	568	-	-	-	-
Subtotal Use of Money and Property	756,537	138,961	1,230,100	1,330,100	2,495,600	1,165,500
Other Sources						
Engineering Transfer In	44,916	79,800	83,600	83,600	53,600	(30,000)
Transfer In Fac Maint Allocation	167,956	165,700	207,300	207,300	199,100	(8,200)
Transfer In From Spec Revenue	3,668,241	3,176,793	3,302,600	3,382,500	3,366,800	(15,700)
Transfer In From CIP	-	-	-	-	44,500	44,500
Transfer In From Trust/Agency	2,345	2,427	2,500	2,500	2,600	100
Transfer In Indirect Cost Allocation	1,677,260	1,436,490	1,715,500	1,715,500	2,077,100	361,600
Subtotal Other Sources	5,560,718	4,861,210	5,311,500	5,391,400	5,743,700	352,300
TOTAL	\$ 61,412,498	\$ 62,560,952	\$ 60,349,100	\$ 60,808,200	\$ 65,671,700	\$ 4,863,500

**SCHEDULE 4
Revenues by Fund and Object**

Object Code	Object Description	Actual FY2020/21	Actual FY2021/22	Original Budget FY2022/23	Revised Budget FY2022/23	Approved Budget FY2023/24	Change Increase/ (Decrease)
GENERAL FUND (FUND 100)							
Charges for Services							
4100	Business License Application Fees	15,154	15,468	14,400	14,400	14,400	-
4108	Records Maintenance Fees	27,429	26,853	28,000	28,000	28,000	-
4118	Engineering Inspection Fees	569,189	371,325	400,000	400,000	400,000	-
4120	Engineering Plan Check Fees	287,477	288,823	225,000	225,000	280,000	55,000
4122	Engineering Map Check Fees	29,480	30,955	24,000	24,000	40,000	16,000
4124	Grading Plan Fees	2,083	-	1,000	1,000	-	(1,000)
4128	Improvement Plan Revision Fees	-	-	3,400	3,400	2,000	(1,400)
4130	Miscellaneous Engineering Fees	-	3,273	8,200	8,200	5,600	(2,600)
4131	Flood Zone	1,622	-	-	-	1,200	1,200
4132	Fingerprinting Fees	235	349	10,000	10,000	10,000	-
4134	Reports	520	1,040	500	500	500	-
4135	Copies	1,365	918	2,000	2,000	3,000	1,000
4136	Animal Return Fees	840	1,115	2,500	2,500	1,000	(1,500)
4138	Massage Technician Permits	6,295	6,653	7,500	7,500	7,000	(500)
4140	False Alarm Fees	63,579	57,875	30,000	30,000	40,000	10,000
4141	Brycer Inspection Compliance Fees	-	4,346	400	400	7,500	7,100
4142	Impound & Repo Fees	19,056	21,782	19,000	19,000	20,000	1,000
4146	Weed Abatement Fees	55,380	62,182	55,000	55,000	55,000	-
4149	Fire Fees	243,109	154,731	166,000	166,000	174,000	8,000
4150	Tentative Subdivision Maps	43,123	39,845	58,700	58,700	58,100	(600)
4151	Annual Business Inspection	9,245	6,150	11,000	11,000	6,000	(5,000)
4158	Concurrent Application Fees	104,602	112,297	81,100	81,100	100,200	19,100
4160	Annexation Fees	29,418	43,485	-	-	-	-
4170	Admission Fees	-	-	5,000	5,000	6,000	1,000
4172	Sale of Advertising	-	7,000	17,000	17,000	11,000	(6,000)
4235	Sierra College Contract	652,736	663,102	600,000	600,000	615,000	15,000
4240	Contract Services	169,850	164,305	167,700	167,700	250,700	83,000
4470	NWRAA Admin Fees	579	-	-	-	-	-
4475	State Bldg Strdr Admin Fees	1,465	1,073	1,000	1,000	800	(200)
4511	First Responder Fees	-	106,662	250,000	250,000	300,000	50,000
4700	Program Fees	72,357	152,508	84,500	159,500	165,450	5,950
4705	Overages/Underages	1	0	-	-	-	-
	Subtotal Charges for Services	2,406,187	2,344,115	2,272,900	2,347,900	2,602,450	254,550
Fines, Forfeitures, & Penalties							
4102	Business License Penalties	1,934	6,260	5,000	5,000	7,000	2,000
4200	Statute Violation Fines	64,567	109,161	60,000	60,000	60,000	-
4210	Parking Citations	10,522	15,444	10,000	10,000	11,000	1,000
4215	Vehicle Cite Corr-Sign Off	945	1,536	1,500	1,500	-	(1,500)
4220	DUI Cost Recovery	-	1,412	500	500	-	(500)
4225	Other Fines/Forfeiture/Penalties	6,290	12,279	11,100	11,100	10,600	(500)
	Subtotal Fines, forfeitures, & Penalties	84,257	146,092	88,100	88,100	88,600	500

SCHEDULE 4 (continued)
Revenues by Fund and Object

Object Code	Object Description	Actual FY2020/21	Actual FY2021/22	Original Budget FY2022/23	Revised Budget FY2022/23	Approved Budget FY2023/24	Change Increase/ (Decrease)
Intergovernmental							
4500	Federal Grants	98,052	5,184	-	-	-	-
4505	State Grants	-	105,355	-	-	-	-
4510	County/Local Grants	18,211	37,000	10,000	10,000	-	(10,000)
4513	Special Revenue	-	-	18,000	18,000	9,000	(9,000)
4514	Reimbursement Revenue	1,021,369	941,778	186,600	240,800	287,400	46,600
4520	State Motor Vehicle In - Lieu	51,597	81,409	-	-	-	-
4521	RATTF Revenue	101,655	107,770	115,000	115,000	115,000	-
4522	State Realignment	100,000	100,000	100,000	100,000	100,000	-
4530	State HOPTR	84,884	85,172	84,000	84,000	80,800	(3,200)
4535	POST Reimbursements	6,078	10,749	20,000	20,000	26,000	6,000
4740	Successor Agency Admin Fees	125,000	60,400	60,400	60,400	70,000	9,600
	Subtotal Intergovernmental	1,606,847	1,534,818	594,000	648,200	688,200	40,000
Licenses and Permits							
4104	Animal License	56,238	74,046	65,000	65,000	65,000	-
4106	Building Permit	4,874,488	4,085,542	3,161,300	3,161,300	3,515,300	354,000
4107	Plan Duplication Processing	1,131	3,028	1,600	1,600	1,900	300
4110	Certificate of Occupancy	14,400	14,805	19,000	19,000	19,000	-
4112	Encroachment Permit	131,345	113,204	100,000	100,000	100,000	-
4114	Oversize Load Permits	4,492	4,448	5,000	5,000	5,000	-
4116	Other Licenses & Permits	2,819	2,260	3,000	3,000	3,750	750
4152	Land Use Permits	118,523	132,794	83,600	83,600	101,400	17,800
4154	Land Use Variances	1,639	-	1,300	1,300	1,000	(300)
4155	Fire Operational Permits	43,129	44,233	45,000	45,000	45,000	-
4156	EIQ - CEQA	41,976	55,617	29,000	29,000	36,300	7,300
4164	Home Occupation Permit	26,068	26,011	20,800	20,800	22,900	2,100
4165	Grazing Permit	-	1,232	1,000	1,000	1,000	-
	Subtotal Licenses and Permits	5,316,248	4,557,219	3,535,600	3,535,600	3,917,550	381,950
Taxes							
4000	Property Tax - Secured	12,691,274	13,445,416	13,858,500	13,858,500	14,947,500	1,089,000
4005	Property Tax - Unsecured	291,325	274,240	273,200	273,200	293,400	20,200
4010	Property Tax - Prior Unsecured	1,933	2,931	2,000	2,000	1,700	(300)
4011	Property Tax - RDA Residual Distribution	1,066,320	1,015,932	1,200,000	1,200,000	1,200,000	-
4020	Property Tax - Supplemental	395,790	572,997	254,100	254,100	435,400	181,300
4030	Sales Tax	20,217,932	21,366,903	19,572,200	19,572,200	20,487,500	915,300
4035	Sales Tax - Public Safety	524,829	658,054	636,800	636,800	669,800	33,000
4040	Transfer Tax	720,525	900,285	600,000	600,000	540,000	(60,000)
4045	Transient Occupancy Tax	685,515	959,236	1,272,000	1,422,000	1,320,000	(102,000)
4046	STR Transient Occupancy Tax	3,381	15,629	18,000	18,000	18,000	-
4047	Short Term Rental Permit	-	695	-	-	2,100	2,100
4050	Utility Franchise Tax	2,351,705	2,443,215	2,416,800	2,416,800	2,465,100	48,300
4055	Business License Tax	411,436	417,138	415,400	415,400	419,600	4,200

SCHEDULE 4 (continued)
Revenues by Fund and Object

Object Code	Object Description	Actual FY2020/21	Actual FY2021/22	Original Budget FY2022/23	Revised Budget FY2022/23	Approved Budget FY2023/24	Change Increase/ (Decrease)
4515	Property Tax In Lieu MVLFF	5,939,349	6,288,982	6,603,500	6,603,500	7,128,800	525,300
	Subtotal Taxes	45,301,315	48,361,651	47,122,500	47,272,500	49,928,900	2,656,400
Use of Money and Property							
4300	Interest Income	155,212	95,905	120,300	120,300	909,200	788,900
4310	GASB No. 31 FMV Adjustment	(316,067)	(1,144,398)	-	-	-	-
4315	Rental Income	656,971	1,184,201	1,109,500	1,209,500	1,586,400	376,900
4316	Small Cell License	2,000	-	300	300	-	(300)
4400	Sale of Assets	258,271	2,684	-	-	-	-
4405	Vending Machine	151	568	-	-	-	-
	Subtotal Use of Money and Property	756,537	138,961	1,230,100	1,330,100	2,495,600	1,165,500
Miscellaneous							
4320	Rebate Payment	24,850	43,914	26,000	26,000	30,000	4,000
4430	Special Assessment Admin Fees	166,800	117,800	120,500	120,500	119,700	(800)
4435	Miscellaneous Revenues	122,439	386,617	36,000	36,000	33,500	(2,500)
4437	Mandated Payments Revenue	12,590	30,674	-	-	-	-
4438	Cap Fac Impact Admin Fees	50,124	36,750	11,000	11,000	11,000	-
4440	Sale of Taxable Items	789	1,131	900	900	500	(400)
4600	Donations	2,798	-	-	-	12,000	12,000
	Subtotal Other Sources	380,389	616,886	194,400	194,400	206,700	12,300
Other Sources							
4810	Transfer In From Spec Revenue	3,668,241	3,176,793	3,302,600	3,382,500	3,366,800	(15,700)
4820	Transfer In From CIP	-	-	-	-	44,500	44,500
4850	Transfer In From Trust/Agency	2,345	2,427	2,500	2,500	2,600	100
4860	Transfer In Indirect Cost Allocation	1,677,260	1,436,490	1,715,500	1,715,500	2,077,100	361,600
4865	Transfer In Fac Maint Allocation	167,956	165,700	207,300	207,300	199,100	(8,200)
4895	Engineering Transfer In	44,916	79,800	83,600	83,600	53,600	(30,000)
	Subtotal Other Sources	5,560,718	4,861,210	5,311,500	5,391,400	5,743,700	352,300
	GENERAL FUND TOTAL	\$ 61,412,498	\$ 62,560,952	\$ 60,349,100	\$ 60,808,200	\$ 65,671,700	\$ 4,863,500
QUARRY PARK AMPHITHEATER EVENTS (FUND 111)							
4170	Admission Fees	550	12,006	45,000	53,000	203,600	150,600
4172	Sale of Advertising	-	-	-	60,000	75,000	15,000
4700	Program Fees	3,804	37,221	22,500	22,500	21,100	(1,400)
4514	Reimbursement Revenue	833	4,869	13,000	13,000	-	(13,000)
4315	Rental Income	1,745	2,250	3,000	3,000	5,000	2,000
	QUARRY PARK AMPHITHEATER EVENTS TOTAL	6,932	56,346	83,500	151,500	304,700	153,200
QUARRY PARK ADVENTURES RESERVE (FUND 115)							
4514	Reimbursement Revenue	90,000	150,000	-	-	-	-
	QUARRY PARK ADVENTURES RESERVE TOTAL	90,000	150,000	-	-	-	-

SCHEDULE 4 (continued)
Revenues by Fund and Object

Object Code	Object Description	Actual FY2020/21	Actual FY2021/22	Original Budget FY2022/23	Revised Budget FY2022/23	Approved Budget FY2023/24	Change Increase/ (Decrease)
ECONOMIC DEVELOPMENT (FUND 122)							
4800	Transfer In From General Fund	167,726	-	-	449,000	-	(449,000)
4310	GASB No. 31 FMV Adjustment	-	-	-	-	-	-
ECONOMIC DEVELOPMENT TOTAL		167,726	-	-	449,000	-	(449,000)
TECHNOLOGY FEE (FUND 130)							
4800	Transfer In From General Fund	-	-	-	77,000	-	(77,000)
4810	Transfer In From Spec Revenue	-	-	-	104,000	-	(104,000)
4885	Transfer In -Tech Fees	569,240	483,049	476,200	476,200	443,400	(32,800)
TECHNOLOGY FEE TOTAL		569,240	483,049	476,200	657,200	443,400	(213,800)
RETIRES HEALTH (FUND 151)							
4435	Miscellaneous Revenues	-	-	-	-	-	-
4720	Retirees Health	3,120,000	2,213,000	2,289,000	2,289,000	2,365,000	76,000
4800	Transfer In From General Fund	754,767	-	-	224,500	-	(224,500)
4300	Interest Income	4,374	1,039	700	700	17,800	17,100
4310	GASB No. 31 FMV Adjustment	-	-	-	-	-	-
RETIRES HEALTH TOTAL		3,879,141	2,214,039	2,289,700	2,514,200	2,382,800	(131,400)
PARK INFRASTRUCTURE RESERVE (FUND 170)							
4800	Transfer In From General Fund	-	-	-	-	424,100	424,100
TOTAL		-	-	-	-	424,100	424,100
BUILDING RESERVE (FUND 180)							
4800	Transfer In From General Fund	-	-	-	-	1,189,000	1,189,000
TOTAL		-	-	-	-	1,189,000	1,189,000
GAS TAX (FUND 201)							
4542	Gas Tax Section 2103	469,356	521,966	694,000	694,000	710,100	16,100
4551	Gas Tax Section 2106	229,493	233,894	286,600	286,600	300,700	14,100
4552	Gas Tax Section 2107	484,988	422,910	621,100	621,100	564,800	(56,300)
4553	Gas Tax Section 2107.5	7,500	7,500	7,500	7,500	7,500	-
4555	Gas Tax Section 2105	358,409	358,589	454,700	454,700	470,300	15,600
4300	Interest Income	5,852	1,818	1,700	1,700	16,900	15,200
GAS TAX TOTAL		1,555,598	1,546,676	2,065,600	2,065,600	2,070,300	4,700
SB 1 - ROAD MAINTENANCE & REHABILITATION (FUND 205)							
4561	Road Maintenance & Rehabilitation SB 1	1,290,455	1,536,090	1,606,300	1,606,300	1,771,500	165,200
4300	Interest Income	3,929	3,465	1,100	1,100	27,800	26,700
SB 1 ROAD MAINT. & REHAB TOTAL		1,294,384	1,539,555	1,607,400	1,607,400	1,799,300	191,900

SCHEDULE 4 (continued)
Revenues by Fund and Object

Object Code	Object Description	Actual FY2020/21	Actual FY2021/22	Original Budget FY2022/23	Revised Budget FY2022/23	Approved Budget FY2023/24	Change Increase/ (Decrease)
SALES TAX SB 325 (FUND 210)							
4525	State Gas Tax	3,125,793	5,609,746	4,338,900	4,338,900	5,058,600	719,700
4435	Miscellaneous Revenues	120	625	-	-	-	-
4300	Interest Income	18,162	8,081	5,000	5,000	97,000	92,000
SALES TAX SB 325 TOTAL		3,144,075	5,618,452	4,343,900	4,343,900	5,155,600	811,700
SB 325 TRANSIT FUND (FUND 211)							
4540	State Gas Tax Article 8(C)	179,940	157,360	308,600	308,600	323,300	14,700
4543	STA Revenue	271,886	555,395	594,300	594,300	650,300	56,000
SB 325 TRANSIT FUND TOTAL		451,826	712,755	902,900	902,900	973,600	70,700
BICYCLE AND PEDESTRIAN (FUND 212)							
4510	County/Local Grants	205,597	-	70,000	70,000	100,000	30,000
BICYCLE AND PEDESTRIAN TOTAL		205,597	-	70,000	70,000	100,000	30,000
RECREATION FACILITIES CONTRIBUTION (FUND 221)							
4186	Whitney Oaks Park Dev Fees	-	500	-	-	-	-
4300	Interest Income	229	6	-	-	-	-
RECREATION FACILITIES CONTRIBUTION TOTAL		229	506	-	-	-	-
LIGHTING MAINTENANCE DISTRICT NO. 1 (FUND 230)							
4162	Street Lighting Assessment	246,662	251,440	249,000	249,000	252,400	3,400
LIGHTING MAINTENANCE DISTRICT NO. 1 TOTAL		246,662	251,440	249,000	249,000	252,400	3,400
COMMUNITY FACILITIES DISTRICT NO. 1 (FUND 231)							
4205	Int/Penalty Delinquent Assess	4,862	6,661	-	-	-	-
4425	Special Tax Revenue	1,930,559	2,085,355	2,195,800	2,195,800	2,284,300	88,500
COMMUNITY FACILITIES DISTRICT NO. 1 TOTAL		1,935,422	2,092,017	2,195,800	2,195,800	2,284,300	88,500
COMMUNITY FACILITIES DISTRICT NO. 5 (FUND 232)							
4205	Int/Penalty Delinquent Assess	9,901	13,008	-	-	-	-
4500	Federal Grants	616	-	-	-	-	-
4850	Transfer In From Trust/Agency	3,156	1,134	1,200	1,200	11,500	10,300
4425	Special Tax Revenue	5,608,767	6,002,943	6,457,800	6,457,800	6,997,700	539,900
4300	Interest Income	13,622	6,149	9,700	9,700	124,500	114,800
4415	Othr Income - Use of Money/Property	15,000	15,000	15,000	15,000	15,000	-
COMMUNITY FACILITIES DISTRICT NO. 5 TOTAL		5,651,062	6,038,234	6,483,700	6,483,700	7,148,700	665,000
CFD NO. 6 OPEN SPACE MAINTENANCE (FUND 233)							
4205	Int/Penalty Delinquent Assess	552	674	-	-	-	-
4425	Special Tax Revenue	324,910	337,515	351,800	351,800	351,800	-
4300	Interest Income	1,468	458	600	600	6,200	5,600
CFD NO. 6 OPEN SPACE MAINTENANCE TOTAL		326,930	338,647	352,400	352,400	358,000	5,600

SCHEDULE 4 (continued)
Revenues by Fund and Object

Object Code	Object Description	Actual FY2020/21	Actual FY2021/22	Original Budget FY2022/23	Revised Budget FY2022/23	Approved Budget FY2023/24	Change Increase/ (Decrease)
LANDSCAPING & LIGHTING MAINT. DISTRICT NO. 2 (FUND 235)							
4435	Miscellaneous Revenues	6,000	-	-	-	-	-
4162	Street Lighting Assessment	2,411,758	2,495,424	2,563,000	2,563,000	2,684,700	121,700
4300	Interest Income	9,615	3,058	4,600	4,600	32,900	28,300
	LLMD NO. 2 TOTAL	2,427,373	2,498,482	2,567,600	2,567,600	2,717,600	150,000
PARK TAX SPECIAL ASSESSMENT (FUND 236)							
4166	Special District Assessment	627,285	637,420	645,400	645,400	653,200	7,800
	TOTAL	627,285	637,420	645,400	645,400	653,200	7,800
STREETS GRANTS FUND (FUND 240)							
4500	Federal Grants	320,817	470,962	3,677,700	4,253,400	1,750,500	(2,502,900)
4510	County/Local Grants	46,576	-	-	-	-	-
4513	Special Revenue	-	1,037,616	850,000	850,000	3,375,000	2,525,000
4514	Reimbursement Revenue	52,435	193,615	-	-	345,000	345,000
	STREETS SR/GRANTS FUND TOTAL	419,827	1,702,193	4,527,700	5,103,400	5,470,500	367,100
ASSET FORFEITURE - STATE (FUND 242)							
4230	Asset Forfeiture	219,659	146,969	100,000	100,000	100,000	-
4300	Interest Income	-	-	1,500	1,500	16,300	14,800
	ASSET FORFEITURE - STATE TOTAL	219,659	146,969	101,500	101,500	116,300	14,800
ASSET FORFEITURE - FEDERAL (FUND 243)							
4230	Asset Forfeiture	4,356	-	-	-	-	-
4300	Interest Income	55	25	-	-	400	400
	ASSET FORFEITURE - FEDERAL TOTAL	4,411	25	-	-	400	400
TRAFFIC SAFETY/POLICE GRANTS (FUND 244)							
4500	Federal Grants	7,456	154,557	15,500	113,000	15,000	(98,000)
4505	State Grants	325,060	266,199	229,000	229,000	127,300	(101,700)
4800	Transfer In From General Fund	-	3,143	11,600	11,600	44,400	32,800
	TRAFFIC SAFETY/POLICE GRANTS TOTAL	332,516	423,899	256,100	353,600	186,700	(166,900)
CASP CERTIFICATION & TRAINING (FUND 248)							
4101	BL CASp Fees -SB 1186	15,874	16,043	-	-	-	-
	TOTAL	15,874	16,043	-	-	-	-
CDBG HOUSING REHABILITATION (FUND 251)							
4300	Interest Income	250	259	-	-	-	-
	CDBG HOUSING REHABILITATION TOTAL	250	259	-	-	-	-

SCHEDULE 4 (continued)
Revenues by Fund and Object

Object Code	Object Description	Actual FY2020/21	Actual FY2021/22	Original Budget FY2022/23	Revised Budget FY2022/23	Approved Budget FY2023/24	Change Increase/ (Decrease)
CDBG 2000 - OAK COURT (FUND 253)							
4300	Interest Income	46,253	-	-	-	-	-
	CDBG 2000 - OAK COURT TOTAL	46,253	-	-	-	-	-
CDBG - HUD ENTITLEMENT (FUND 257)							
4500	Federal Grants	284,900	296,982	284,200	284,200	300,100	15,900
	CDBG - HUD ENTITLEMENT TOTAL	284,900	296,982	284,200	284,200	300,100	15,900
CDBG - COVID-19 CARES ACT (FUND 258)							
4500	Federal Grants	-	57,477	229,300	405,800	-	(405,800)
	TOTAL	-	57,477	229,300	405,800	-	(405,800)
TREASURY- DOF- CARES (FUND 259)							
4500	Federal Grants	759,311	-	-	-	-	-
	TOTAL	759,311	-	-	-	-	-
AMERICAN RESCUE PLAN ACT (FUND 266)							
4500	Federal Grants	-	200,295	-	3,061,000	500,000	(2,561,000)
	TOTAL	-	200,295	-	3,061,000	500,000	(2,561,000)
LOW & MODERATE INCOME HOUSING ASSET (FUND 270)							
4225	Other Fines/Forfeiture/Penalties	-	14,974	-	-	-	-
4300	Interest Income	195,548	228,529	9,900	9,900	190,200	180,300
	LOW & MOD INCOME HOUSING TOTAL	195,548	243,503	9,900	9,900	190,200	180,300
GRANTS/OTHER REIMBURSABLES (FUND 275)							
4500	Federal Grants	-	-	-	92,600	-	(92,600)
4505	State Grants	-	-	100,300	498,400	60,300	(438,100)
	GRANTS/OTHER REIMBURSABLES TOTAL	-	-	100,300	591,000	60,300	(530,700)
PARK DEVELOPMENT FEES (FUND 300)							
4505	State Grants	-	-	43,000	43,000	-	(43,000)
4174	Park Development Fees	438,870	110,103	703,100	703,100	801,900	98,800
4435	Miscellaneous Revenues	950	-	-	-	-	-
4300	Interest Income	4,393	2,021	2,200	2,200	33,900	31,700
	PARK DEVELOPMENT FEES TOTAL	444,214	112,123	748,300	748,300	835,800	87,500
COMMUNITY PARK FEES (FUND 301)							
4174	Park Development Fees	293,626	112,646	186,500	186,500	677,900	491,400
4435	Miscellaneous Revenues	300	-	-	-	-	-
4300	Interest Income	-	-	-	-	3,100	3,100
	COMMUNITY PARK FEES TOTAL	293,926	112,646	186,500	186,500	681,000	494,500

SCHEDULE 4 (continued)
Revenues by Fund and Object

Object Code	Object Description	Actual FY2020/21	Actual FY2021/22	Original Budget FY2022/23	Revised Budget FY2022/23	Approved Budget FY2023/24	Change Increase/ (Decrease)
TRAFFIC CIRCULATION IMPACT FEES (FUND 302)							
4514	Reimbursement Revenue	-	502,511	502,500	502,500	502,500	-
4176	Traffic Impact Fees	2,742,616	2,014,806	2,414,200	2,414,200	1,215,000	(1,199,200)
4820	Transfer In From CIP	222,741	-	-	-	-	-
4300	Interest Income	118,788	67,242	72,000	72,000	443,400	371,400
TRAFFIC CIRCULATION IMPACT FEE TOTAL		3,084,145	2,584,560	2,988,700	2,988,700	2,160,900	(827,800)
CAPITAL CONSTRUCTION FEES (FUND 304)							
4178	Capital Construction Fees	2,887,626	1,752,919	1,946,800	1,946,800	703,200	(1,243,600)
4810	Transfer In From Spec Revenue	-	-	-	-	500,000	500,000
4300	Interest Income	24,230	12,332	11,500	11,500	142,600	131,100
CAPITAL CONSTRUCTION FEES TOTAL		2,911,856	1,765,251	1,958,300	1,958,300	1,345,800	(612,500)
OAK TREE MITIGATION FEES (FUND 305)							
4184	Oak Tree Mitigation Fees	219,613	63,666	250,000	250,000	44,000	(206,000)
4435	Miscellaneous Revenues	1,550	-	-	-	-	-
4300	Interest Income	6,144	1,643	1,800	1,800	-	(1,800)
OAK TREE MITIGATION FEES TOTAL		227,307	65,309	251,800	251,800	44,000	(207,800)
WHITNEY RANCH TRUNK SEWER PROJECT (FUND 306)							
4195	Whitney Rnch Trunk Sew Prj Fees	77,184	113,753	93,000	93,000	33,800	(59,200)
4800	Transfer In From General Fund	-	-	-	1,098,000	-	(1,098,000)
4300	Interest Income	3,532	1,396	300	300	10,700	10,400
WHITNEY RANCH TRUNK SEWER PROJECT TOTAL		80,716	115,149	93,300	1,191,300	44,500	(1,146,800)
NORTH WEST ROCKLIN COMMUNITY PARK FEES (FUND 307)							
4196	Whitney Ranch- NWR Park Fees	42,336	44,178	470,500	470,500	419,400	(51,100)
4300	Interest Income	6,167	2,307	3,600	3,600	7,100	3,500
NW ROCKLIN COMMUNITY PARK FEES TOTAL		48,503	46,485	474,100	474,100	426,500	(47,600)
PUBLIC FACILITIES IMPACT FEES (FUND 308)							
4190	Public Facilities Impact Fees	353,806	349,530	216,300	216,300	23,400	(192,900)
4300	Interest Income	3,687	2,078	2,600	2,600	37,600	35,000
PUBLIC FACILITIES IMPACT FEES TOTAL		357,493	351,608	218,900	218,900	61,000	(157,900)
COMMUNITY FACILITIES DISTRICT NO. 10 (FUND 318)							
4999	Proceeds From Bond Issue	-	13,000,000	-	-	-	-
4300	Interest Income	1,747	-	-	-	-	-
COMMUNITY FACILITIES DISTRICT NO. 10 TOTAL		1,747	13,000,000	-	-	-	-
TRAILS IMPACT FEES (FUND 321)							
4174	Park Development Fees	-	-	-	-	52,900	52,900
4300	Interest Income	-	-	-	-	700	700
TRAILS IMPACT FEES TOTAL		-	-	-	-	53,600	53,600

SCHEDULE 4 (continued)
Revenues by Fund and Object

Object Code	Object Description	Actual FY2020/21	Actual FY2021/22	Original Budget FY2022/23	Revised Budget FY2022/23	Approved Budget FY2023/24	Change Increase/ (Decrease)
WHITNEY RANCH INTERCHANGE FEES (FUND 325)							
4198	Whitney Ranch Interchange	179,136	212,372	190,800	190,800	74,900	(115,900)
4820	Transfer In From CIP	-	-	-	-	-	-
4300	Interest Income	8,538	3,229	4,400	4,400	41,300	36,900
WHITNEY RANCH INTERCHANGE FEES TOTAL		187,674	215,601	195,200	195,200	116,200	(79,000)
COMMUNITY RECREATION CENTER FACILITY IMPACT FEES (FUND 328)							
4190	Public Facilities Impact Fees	-	-	-	-	54,700	54,700
4300	Interest Income	-	-	-	-	700	700
COMM REC CENTER FACILITY IMPACT FEES TOTAL		-	-	-	-	55,400	55,400
CAPITAL CONSTRUCTION - DEBT SERVICE (FUND 400)							
4820	Transfer In From CIP	531,714	530,918	532,400	532,400	532,800	400
4300	Interest Income	15	8	-	-	-	-
CAPITAL CONSTRUCTION - DEBT SERVICE TOTAL		531,728	530,926	532,400	532,400	532,800	400
VEHICLE FLEET MANAGEMENT (FUND 500)							
4514	Reimbursement Revenue	241,030	128,166	-	-	-	-
4435	Miscellaneous Revenues	27,537	26,598	-	-	-	-
4900	Fleet Internal Service Revenue	2,104,084	2,381,526	2,853,500	2,853,500	3,363,400	509,900
4901	Contributed Capital	161,938	1,770,472	-	-	-	-
4800	Transfer In From General Fund	-	-	-	898,000	-	(898,000)
4300	Interest Income	21,999	10,135	17,600	17,600	118,800	101,200
4420	Sale of Surplus Assets	2,300	-	-	-	-	-
VEHICLE FLEET MANAGEMENT TOTAL		2,558,887	4,316,897	2,871,100	3,769,100	3,482,200	(286,900)
RISK MANAGEMENT (FUND 525)							
4188	Insurance Claim Revenue	4,051	7,165	-	-	-	-
4735	COBRA Revenue	3,772	274	-	-	-	-
4710	Dental Benefits Revenue	330,726	346,331	324,300	324,300	325,800	1,500
4715	Vision Benefits Revenue	42,762	44,855	27,500	27,500	29,300	1,800
4718	Workers' Compensation Insurance	1,390,732	2,001,331	1,655,500	1,655,500	1,821,800	166,300
4719	General Liability Insurance	996,192	1,093,704	1,256,600	1,256,600	1,859,100	602,500
4721	Unemployment Insurance Allocation	-	-	40,000	40,000	40,000	-
4300	Interest Income	20,480	5,991	11,000	11,000	99,600	88,600
RISK MANAGEMENT TOTAL		2,788,716	3,499,652	3,314,900	3,314,900	4,175,600	860,700
BOROSKI LANDFILL MONITORING (FUND 727)							
4800	Transfer In From General Fund	-	62,578	28,100	28,100	28,100	-
BOROSKI LANDFILL MONITORING TOTAL		-	62,578	28,100	28,100	28,100	-

SCHEDULE 4 (continued)
Revenues by Fund and Object

Object Code	Object Description	Actual FY2020/21	Actual FY2021/22	Original Budget FY2022/23	Revised Budget FY2022/23	Approved Budget FY2023/24	Change Increase/ (Decrease)
WETLANDS MAINTENANCE PARCEL 34 (FUND 728)							
4300	Interest Income	1,634	1,465	1,600	1,600	2,600	1,000
4310	GASB No. 31 FMV Adjustment	1,400	(10,450)	-	-	-	-
WETLANDS MAINTENANCE PARCEL 34 TOTAL		3,034	(8,985)	1,600	1,600	2,600	1,000
CONS. EASEMENT ENDOWMENT (FUND 729)							
4300	Interest Income	3,156	1,134	1,200	1,200	11,500	10,300
CONS. EASEMENT ENDOWMENT TOTAL		3,156	1,134	1,200	1,200	11,500	10,300
SUPPLEMENTAL LAW ENFORCEMENT SERVICES AB 3229 (FUND 736)							
4505	State Grants	166,830	173,673	183,800	183,800	189,300	5,500
AB 3229 TOTAL		166,830	173,673	183,800	183,800	189,300	5,500
GRAND TOTAL		\$ 99,960,463	\$116,770,819	\$104,239,400	\$112,018,400	\$115,000,000	\$ 2,981,600

SCHEDULE 5
Staffing (in Full-Time Equivalent) by Department

DEPARTMENT/OFFICE	Actual FY2020/21	Actual FY2021/22	Original Budget FY2022/23	Revised Budget FY2022/23	Approved Budget FY2023/24	Change Increase/ (Decrease)
City Council	5.00	5.00	5.00	5.00	5.00	-
City Manager	3.47	4.47	4.47	4.47	5.50	1.03
City Attorney	2.00	3.00	3.00	3.00	3.00	-
City Clerk	2.00	2.00	2.00	2.00	2.00	-
Administrative Services	-	17.00	16.00	16.00	27.00	11.00
Community Development	24.40	25.00	25.00	25.00	28.00	3.00
Finance	11.00	-	-	-	-	-
Fire	41.00	43.50	43.50	43.50	44.50	1.00
Human Resources	5.00	-	-	-	-	-
Information Technology	8.00	8.00	9.00	10.00	-	(10.00)
Parks and Recreation	22.12	20.82	20.94	21.94	22.50	0.56
Police	88.94	90.44	92.44	92.44	94.50	2.06
Public Services	40.30	39.00	40.00	40.00	38.00	(2.00)
TOTAL	253.23	258.23	261.35	263.35	270.00	6.65

In addition to the new positions in the budget, Schedule 5 reflects the position moves as a result of the following department re-organizations, effective July 1, 2023:

- The Engineering Division in the Public Services Department was consolidated into the Community Development Department.
- The Housing Division was consolidated into the City Manager's Office.
- The Information Technology (IT) Division was consolidated into the Administrative Services Department.

**SCHEDULE 6
Capital Projects by Fund**

FUND/PROJECT	Appropriations Thru 2/2023	Approved FY2023/24	Projection FY2024/25	Projection FY2025/26	Projection FY2026/27	Projection FY2027/28	Total
General Fund (Fund 100)							
Breen Park Play Structure Replacement	-	-	-	-	212,800	-	212,800
City Hall Office Space Study and Remodel	290,000	210,000	-	-	-	-	500,000
Fire Station 24 Security	103,500	-	-	-	-	-	103,500
Fire Station 25 Privacy	322,500	-	-	-	-	-	322,500
Fire Station 25 Security	100,600	-	-	-	-	-	100,600
Granite Drive Median	-	-	145,000	-	-	-	145,000
Mansion Oaks Park Play Structure Replacement	-	-	-	-	-	207,000	207,000
Memorial Park Play Structure Replacement	-	-	92,000	-	-	-	92,000
Sunset Whitney Recreation Area Improvements	764,800	1,000,000	-	-	-	-	1,764,800
Sunset Whitney Recreation Area Restrooms	230,000	-	-	-	-	-	230,000
Wesley Park Play Structure Replacement	-	-	-	212,800	-	-	212,800
Subtotal General Fund	1,811,400	1,210,000	237,000	212,800	212,800	207,000	3,891,000
Gas Tax (Fund 201)	-	-	-	-	-	-	-
Annual Road Maintenance Program	405,000	-	405,000	405,000	405,000	405,000	2,025,000
Subtotal Gas Tax	405,000	-	405,000	405,000	405,000	405,000	2,025,000
SB 1 Road Maintenance & Rehabilitation (Fund 205)	-	-	-	-	-	-	-
Annual Road Maintenance Program	-	-	500,000	500,000	500,000	500,000	2,000,000
Mission Hills Reconstruction - Phase IV	-	702,800	-	-	-	-	702,800
Subtotal SB 1	-	702,800	500,000	500,000	500,000	500,000	2,702,800
SB 325 - Sales Tax (Fund 210)	-	-	-	-	-	-	-
ADA Transition Program - Non-HUD Areas	208,800	249,500	300,000	300,000	300,000	300,000	1,658,300
Aguilar Road Improvements	655,000	300,000	1,165,000	-	-	-	2,120,000
Annual Road Maintenance Program	456,700	805,000	400,000	400,000	400,000	400,000	2,861,700
Blue Oaks Pedestrian Crossing	27,800	333,000	-	-	-	-	360,800
Five Star Blvd. and Destiny Drive Reconstruction	-	1,315,000	-	-	-	-	1,315,000
Granite Drive Median	-	-	-	856,300	-	-	856,300
Pavement Rehabilitation	-	150,000	-	-	-	-	150,000
Placer County Water Agency Roadway Improv.	-	300,000	-	-	-	-	300,000
Sierra College Blvd. Roadway Rehabilitation	-	1,768,600	2,288,600	2,252,600	-	-	6,309,800
Stormwater Pipe Replacement Program	460,000	632,500	632,500	632,500	632,500	632,500	3,622,500
Subtotal SB 325 - Sales Tax	1,808,300	5,853,600	4,786,100	4,441,400	1,332,500	1,332,500	19,554,400
Bicycle and Pedestrian (Fund 212)	-	-	-	-	-	-	-
Aguilar Road Improvements	-	100,000	-	-	-	-	100,000
Subtotal Bicycle and Pedestrian	-	100,000	-	-	-	-	100,000
Community Facilities District No. 5 (Fund 232)	-	-	-	-	-	-	-
Night Ridge Park Play Structure Replacement	-	-	212,800	-	-	-	212,800
Ruhkala Park Play Structure Replacement	-	-	-	-	212,800	-	212,800
Subtotal Community Facilities District #5	-	-	212,800	-	212,800	-	425,600
Streets Grants (Fund 240)	-	-	-	-	-	-	-
Citywide Roadway Resurfacing	-	-	-	2,350,000	-	-	2,350,000
Granite Drive Median	-	-	-	5,000	-	-	5,000
I-80 Westbound Auxiliary Lane	600,000	275,000	-	-	525,000	-	1,400,000
Pavement Rehabilitation	124,500	1,750,500	1,226,900	-	-	-	3,101,900
Rocklin Road/Sierra College Corridor Multimodal	2,014,200	3,100,000	5,100,000	-	-	-	10,214,200
Sierra College Blvd. (Schriber to Dominguez)	-	345,000	-	-	-	-	345,000
Subtotal Streets Grants	2,738,700	5,470,500	6,326,900	2,355,000	525,000	-	17,416,100

*The Annual Road Maintenance programs included in the CIP are reflected as an operating expense in Schedule 2.

SCHEDULE 6 (continued)
Capital Projects by Fund

FUND/PROJECT (continued)	Appropriations Thru 2/2023	Approved FY2023/24	Projection FY2024/25	Projection FY2025/26	Projection FY2026/27	Projection FY2027/28	Total
CDBG - HUD Entitlement (Fund 257)							
ADA Transition Program - HUD Specific Areas	185,200	185,200	200,000	200,000	200,000	200,000	1,170,400
Subtotal CDBG - HUD Entitlement	185,200	185,200	200,000	200,000	200,000	200,000	1,170,400
Traffic Circulation Impact Fees (Fund 302)							
Monument Springs Bridge	-	1,500,000	-	-	-	-	1,500,000
Rocklin Road/Sierra College Corridor Multimodal	-	-	8,750,000	-	-	-	8,750,000
Sierra College Blvd. (Schriber to Dominguez)	54,200	-	-	-	-	-	54,200
Subtotal Traffic Circulation Impact Fees	54,200	1,500,000	8,750,000	-	-	-	10,304,200
Capital Construction Impact Fees (Fund 304)							
Police Department HVAC and Roof Replacement	-	1,275,000	-	-	-	-	1,275,000
Reserve Apparatus Storage	136,300	23,700	-	-	-	-	160,000
Subtotal Capital Construction Impact Fees	136,300	1,298,700	-	-	-	-	1,435,000
North West Rocklin Community Park Fee (Fund 307)							
Bike Pump Track	920,000	-	-	-	-	-	920,000
Subtotal NW Rocklin Community Park Fee	920,000	-	-	-	-	-	920,000
TOTAL	\$ 16,320,800	\$ 16,320,800	\$ 22,567,800	\$ 23,114,200	\$ 8,388,100	\$ 2,644,500	\$ 81,094,500

*The Annual Road Maintenance programs included in the CIP are reflected as an operating expense in Schedule 2.

**SCHEDULE 7A
Fleet Replacement by Unit and Fund**

Replacement Unit (Unit No.)	Department	General Fund (100)	CFD No. 5 (232)	Gas Tax (210)	LLMD No. 2 (235)	Fleet Fund (500)	Total
FLEET EQUIPMENT							
Code Enforcement Vehicle (4203)	Community Development	28,400	-	-	-	9,600	38,000
Fire Prevention Vehicle (New)	Fire	83,000	-	-	-	-	83,000
Parks Irrigation Technician Truck (6416)	Parks & Recreation	16,000	16,100	-	-	17,900	50,000
Parks Maintenance Worker Truck (6407)	Parks & Recreation	16,900	16,900	-	-	16,200	50,000
Parks Truck and Chipper (New)	Parks & Recreation	60,000	60,000	-	-	-	120,000
Police Crime Scene Investigation Van (5472)	Police	137,500	-	-	-	12,500	150,000
Police Marked Patrol Units (2 New)	Police	180,000	-	-	-	-	180,000
Police Marked patrol Units (5248,5249,5250,5260,5261)	Police	294,500	-	-	-	65,500	360,000
Police Unmarked Vehicles (5152, 5155, 5164)	Police	122,600	-	-	-	12,400	135,000
Police Volunteer Vehicle (5208)	Police	27,200	-	-	-	10,300	37,500
Landscape Maintenance Worker Truck (9402)	Public Services	-	14,100	7,100	14,100	14,700	50,000
Public Services Supervisor Truck (9202)	Public Services	-	11,300	5,600	11,200	9,400	37,500
TOTAL		\$ 966,100	\$ 118,400	\$ 12,700	\$ 25,300	\$ 168,500	\$ 1,291,000

**SCHEDULE 7B
Other Equipment by Funding Source**

FUND/EQUIPMENT	Budget FY2023/24	Projection FY2024/25	Projection FY2025/26	Projection FY2026/27	Projection FY2027/28	Total
General Fund (Fund 100)						
Fire Station Alerting (Equipment)	275,000	-	-	-	-	275,000
Subtotal General Fund	275,000	-	-	-	-	275,000
Total Equipment	\$ 275,000	\$ -	\$ -	\$ -	\$ -	\$ 275,000

**SCHEDULE 8
General Fund Reserve**

	Commitments Through FY2022/23	Budget FY2023/24	Ending Balance
COMMITTED RESERVE			
Assigned Reserve			
Future Fire Station	4,500,000	-	4,500,000
Purchase of Dual Band Radios	350,000	-	350,000
Quarry District Property Acquisition	1,496,300	-	1,496,300
Section 115 Trust for Pension	1,339,300	-	1,339,300
SWRA Building Demolition and Improvements	1,250,000	(1,000,000)	250,000
Zoning Code Update	500,000	-	500,000
Total Assigned Reserve	9,435,600	(1,000,000)	8,435,600
Building Repair Allocation ¹	1,189,000	(1,189,000)	-
Operating Reserve (25% of Operations)	14,938,300	788,100	15,726,400
Park Infrastructure Reserve ²	424,100	(424,100)	-
TOTAL	\$ 25,987,000	\$ (1,825,000)	\$ 24,162,000

¹ The Building Reserve Fund (180) was established to account for and administer the fund. Funds are being transferred to Fund 180 as part of the FY 2023/24 budget.

² The Park Infrastructure Reserve Fund (170) was established to account for and administer the fund. Funds are being transferred to Fund 170 as part of the FY 2023/24 budget.

**SCHEDULE 9A
GANN Appropriations Limit
Citywide**

Article XIII B of the California Constitution restricts California governmental agencies to the amount of annual appropriations from proceeds of taxes. This initiative is commonly known as the GANN Spending Limitations Initiative. The appropriations limit is required to be calculated based on the limit for the fiscal year 1986/87, adjusted for the inflation and population factors. Only those revenues that are considered proceeds of taxes are subject to the limit. These calculations are based on the California Department of Finance estimate of the percentage change in per capita cost of living and the percentage change in population. The City is in compliance with Article XIII B for each of the fiscal years as shown below.

Appropriations		Population	Calculation	Prior Year	Current Year
Year	Price Factor	Factor	Factor	Limit	Limit
2017/18	1.0369	1.0456	1.0842	39,083,338	42,374,155
2018/19	1.0367	1.0345	1.0725	42,374,155	45,446,281
2019/20	1.0385	1.0314	1.0711	45,446,281	48,677,512
2020/21	1.0373	1.0130	1.0508	48,677,512	51,150,329
2021/22	1.0573	1.0279	1.0868	51,150,329	55,590,178
2022/23	1.0755	1.0047	1.0806	55,590,178	60,070,746
2023/24	1.0444 a	1.0021 b	1.0466	60,070,746	62,870,043

FY 2023/24 calculation is based on the State Department of Finance (DOF) estimate of the percent change in per capita cost of living (**a** - Price Factor) and the percentage change in population (**b** - Population Factor) of local governments (California Revenue and Taxation Code, Section 2227). FY 2022/23 calculation was revised based on the DOF Price Factor and Population memo, dated May 2023.

Appropriation Limit Supporting Calculations

Description	City	County
Revised 2022/23 Population Factor:		
Revised 1/1/22 DOF population	71,655	409,441
Revised 1/1/21 DOF population	71,644	407,517
Revised Population Factor	1.000	1.0047
Percent Increase	0.02	0.47
2023/24 Population Factor:		
Base percent	100.00	100.00
Increase (decrease) percent	(0.66)	0.21
Total percent	99.34	100.21
Population Factor (divided by 100)	0.9934	1.0021

**SCHEDULE 9B
GANN Appropriations Limit
Special Districts**

Appropriations Year	Price Factor	Population Ratio	Calculation Factor	CFD No. 1	CFD No. 5	CFD No. 6
				Current Year Limit	Current Year Limit	Current Year Limit
2017/18	1.0369	1.0456	1.0842	7,432,868	45,057,406	5,571,278
2018/19	1.0367	1.0345	1.0725	7,971,751	48,324,068	5,975,196
2019/20	1.0385	1.0314	1.0711	8,538,542	51,759,909	6,400,032
2020/21	1.0373	1.0130	1.0508	8,972,300	54,389,313	6,725,154
2021/22	1.0573	1.0279	1.0868	9,751,096	59,110,305	7,308,898
2022/23	1.0755	1.0047	1.0806	10,537,034	63,874,596	7,897,995
2023/24	1.0444 a	1.0021 b	1.0466	11,028,060	66,851,152	8,266,041

FY 2023/24 calculation is based on the State Department of Finance (DOF) estimate of the percent change in per capita cost of living (**a** - Price Factor) and the percentage change in population (**b** - Population Factor) of local governments (California Revenue and Taxation Code, Section 2227). FY 2022/23 calculation was revised based on the DOF Price Factor and Population memo, dated May 2023.

Appropriation Limit Supporting Calculations

Description	City	County
Revised 2022/23 Population Factor:		
Revised 1/1/22 DOF population	71,655	409,441
Revised 1/1/21 DOF population	71,644	407,517
Revised Population Factor	1.000	1.0047
Percent Increase	0.02	0.47
2023/24 Population Factor:		
Base percent	100.00	100.00
Increase (decrease) percent	(0.66)	0.21
Total percent	99.34	100.21
Population Factor (divided by 100)	0.9934	1.0021



SECTION 4: DEPARTMENTS

OVERVIEW OF SERVICES

The City Council is the governing body of the Rocklin Municipal Government. The City Council adopts ordinances and resolutions, appoints the City Manager, City Attorney, City Clerk, and City Treasurer, and reviews and approves the major policies, programs, and the annual budget. The City Council consists of five members elected at-large alternately at the general election. The Mayor and Vice Mayor are appointed by the City Council each November for a one-year term. The City Council also serves as the governing board for the Rocklin Public Financing Authority.

SIGNIFICANT CHANGES FROM THE PRIOR BUDGET

- None.

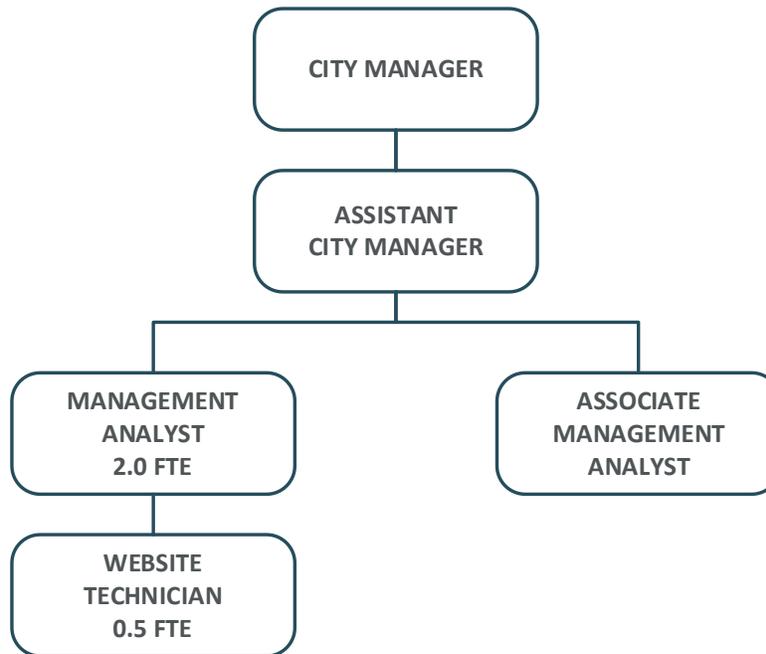
	Actual FY2020/21	Actual FY2021/22	Original Budget FY2022/23	Revised Budget FY2022/23	Approved Budget FY2023/24	Change Increase/ (Decrease)
POSITION SUMMARY						
Mayor	1.00	1.00	1.00	1.00	1.00	-
Vice Mayor	1.00	1.00	1.00	1.00	1.00	-
Council Member	3.00	3.00	3.00	3.00	3.00	-
TOTAL	5.00	5.00	5.00	5.00	5.00	-

FUNDING SOURCES						
General Fund	44,008	89,291	97,800	97,800	99,400	1,600
TOTAL	44,008	89,291	97,800	97,800	99,400	1,600
Department Revenues	-	-	-	-	-	-
Net Resources/(Uses)	\$ (44,008)	\$ (89,291)	\$ (97,800)	\$ (97,800)	\$ (99,400)	\$ (1,600)

BUDGET SUMMARY						
Staffing						
Salaries & Benefits	43,197	44,124	44,000	44,000	44,000	-
Subtotal Staffing	43,197	44,124	44,000	44,000	44,000	-
Operating Expenses						
Licenses and Memberships	100	22,012	23,000	23,000	23,000	-
Supplies	386	2,776	3,600	3,600	1,000	(2,600)
Travel/Training/Meals	325	20,378	27,200	27,200	31,400	4,200
Subtotal Operating Expenses	811	45,167	53,800	53,800	55,400	1,600
Capital Outlay	-	-	-	-	-	-
TOTAL	\$ 44,008	\$ 89,291	\$ 97,800	\$ 97,800	\$ 99,400	\$ 1,600

OVERVIEW OF SERVICES

The City Manager is appointed by the City Council and is responsible for implementing and carrying out the policies of the City Council. As the chief executive officer of the City, the City Manager supervises operations, directs departments and services, and enforces the laws and policies as adopted by the City Council.



The City Manager's Office coordinates: Administration; Economic Development; Legislative Advocacy; Housing; and Public Affairs.

The office of the City Manager is the primary contact for providing current information to the public, the media, and City employees.

ECONOMIC DEVELOPMENT DIVISION

The Economic Development Division is responsible for implementing, coordinating and monitoring policies and programs to improve the City's business climate. This division works to keep Rocklin prosperous by acting on two overarching approaches to economic vitalization – 1) strengthening what the City already has, and 2) pursuing what the City needs to achieve a strong, diversified local economy.

HOUSING DIVISION

The Housing Division coordinates initiatives to address homelessness, administers the City's affordable housing programs, and oversees annual funding received from the U.S. Department of Housing and Urban Development in the form of Community Development Block Grants (CDBG).

ACCOMPLISHMENTS

- Released more than \$2.75 million in American Rescue Plan Act (ARPA) funding for Community Support programs, with an emphasis on supporting youth, mental health, small businesses, and nonprofit organizations.
- Created an Economic Development website that provides tools and resources for new and existing businesses.
- Conducted a community-wide, statistically valid survey that gauged Rocklin resident satisfaction and provided feedback on City operations.
- Facilitated a City Council workshop that resulted in updated Strategic Plan goals for the next two years.
- Launched the Rocklin Arts Commission, whose purpose is to act in an advisory capacity to the City Council in matters pertaining to the implementation of the Public Art Master Plan.

GOALS AND OBJECTIVES

- Expend all remaining ARPA funding and propose Revenue Loss programming to City Council.
- Continue to implement the Economic Development Strategy by identifying and leveraging the strengths of the City of Rocklin and its public and private partners in order to foster a thriving business environment that is conducive to business growth, attraction, and creation.
- Conduct a professional communications assessment and provide training to key communications staff City-wide for the purpose of increasing public messaging.
- Explore opportunities to improve utility services to Rocklin residents and business owners, and communicate those processes with the community.
- Strengthen interagency relationships (FEMA, Caltrans, CalOES, Army Corps, CDFW, etc.).
- Nurture efforts to establish the Quarry District as a regional downtown destination.
- Establish a small business outreach program with the Community Development Department to assist business owners with planning, permitting, and inspections of new and tenant improvement projects.
- Create and promote events and activities that will attract outside visitors and overnight stays.
- Support the newly created Arts Commission's efforts: (i) to review, update, and implement elements of the 2016 Rocklin Public Art Master Plan; (ii) to advise the City Council on all matters affecting arts and culture of the City; (iii) to encourage programs in the arts and to promote the cultural enrichments of the community; and (iv) to establish an effective liaison between the City, County, and local cultural and artistic groups.
- Complete the Oak & Pine affordable housing project and support efforts to increase the availability of affordable housing.
- Continue to work with regional partners and establish local strategies to address homelessness in the City.

SIGNIFICANT CHANGES FROM THE PRIOR BUDGET

- The Housing Division was consolidated into the City Manager's Office as part of the FY 2023/24 budget. One position (1.0 FTE) and associated budgets were moved from the Community Development Department to the City Manager's Office.
- Converted the vacant Housing Specialist position (1.0 FTE) to a Management Analyst position (1.0 FTE) to administer Housing programs.

	Actual FY2020/21	Actual FY2021/22	Original Budget FY2022/23	Revised Budget FY2022/23	Approved Budget FY2023/24	Change Increase/ (Decrease)
POSITION SUMMARY						
Assistant City Manager	-	1.00	1.00	1.00	1.00	-
Associate Management Analyst	-	1.00	1.00	1.00	1.00	-
City Manager	1.00	1.00	1.00	1.00	1.00	-
Executive Assistant	1.00	-	-	-	-	-
Management Analyst	1.00	1.00	1.00	1.00	2.00	1.00
Website Technician	0.47	0.47	0.47	0.47	0.50	0.03
TOTAL	3.47	4.47	4.47	4.47	5.50	1.03

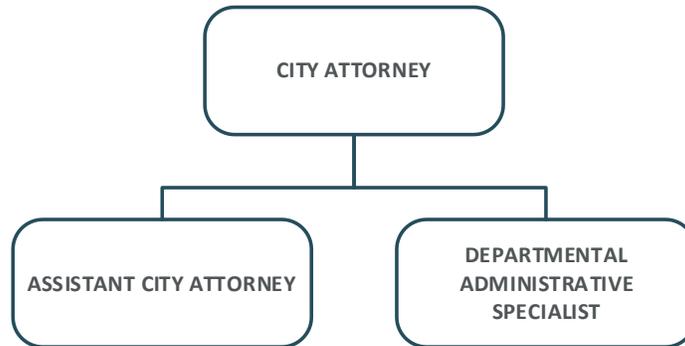
DIVISION BUDGET SUMMARY						
City Manager	1,044,804	1,339,754	1,251,000	4,093,700	4,053,700	(40,000)
Housing	-	-	-	-	597,000	597,000
TOTAL	\$ 1,044,804	\$ 1,339,754	\$ 1,251,000	\$ 4,093,700	\$ 4,650,700	\$ 557,000

FUNDING SOURCES						
General Fund	922,586	1,071,578	1,154,900	1,154,900	1,561,900	407,000
American Rescue Plan Act	-	100,000	-	2,839,100	-	(2,839,100)
CDBG - HUD Entitlement	-	-	-	-	45,000	45,000
Economic Development	47,218	70,015	81,100	81,100	95,000	13,900
Low & Moderate Income Housing Asset	-	23,161	-	3,600	2,930,000	2,926,400
Sales Tax SB 325	75,000	75,000	15,000	15,000	18,800	3,800
TOTAL	1,044,804	1,339,754	1,251,000	4,093,700	4,650,700	557,000
Department Revenues	358,801	250,000	-	2,839,100	170,000	(2,669,100)
Net Resources/(Uses)	\$ (686,003)	\$ (1,089,754)	\$ (1,251,000)	\$ (1,254,600)	\$ (4,480,700)	\$ (3,226,100)

	Actual FY2020/21	Actual FY2021/22	Original Budget FY2022/23	Revised Budget FY2022/23	Approved Budget FY2023/24	Change Increase/ (Decrease)
BUDGET SUMMARY						
Staffing						
Salaries & Benefits	667,346	984,410	980,000	980,000	1,209,400	229,400
Subtotal Staffing	667,346	984,410	980,000	980,000	1,209,400	229,400
Professional Services						
Professional Services	147,341	172,659	121,000	727,200	3,148,800	2,421,600
Maintenance Contracts	-	-	-	50,000	-	(50,000)
Subtotal Professional Services	147,341	172,659	121,000	777,200	3,148,800	2,371,600
Operating Expenses						
Advertising	3,370	14,038	19,600	19,600	19,600	-
Communications	-	-	-	-	500	500
Licenses and Memberships	73,062	54,741	73,100	73,100	76,000	2,900
Non-Capital Equipment	1,978	512	-	-	-	-
Other Operating Expenses	662	8,475	45,500	39,500	52,500	13,000
Small Business Support Grant	149,952	100,000	-	2,192,500	-	(2,192,500)
Supplies	557	518	800	800	2,900	2,100
Travel/Training/Meals	535	4,401	11,000	11,000	16,000	5,000
Subtotal Operating Expenses	230,117	182,685	150,000	2,336,500	167,500	(2,169,000)
Other Uses						
Transfer to General Fund	-	-	-	-	125,000	125,000
Subtotal Other Uses	-	-	-	-	125,000	125,000
Capital Outlay						
	-	-	-	-	-	-
TOTAL	\$ 1,044,804	\$ 1,339,754	\$ 1,251,000	\$ 4,093,700	\$ 4,650,700	\$ 557,000

OVERVIEW OF SERVICES

The City Attorney’s Office advises City officials in all legal matters, frames ordinances and resolutions required by the City Council, and performs other legal services required by the City Council.



SIGNIFICANT CHANGES FROM THE PRIOR BUDGET

- None

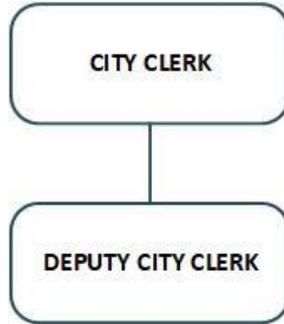
	Actual FY2020/21	Actual FY2021/22	Original Budget FY2022/23	Revised Budget FY2022/23	Approved Budget FY2023/24	Change Increase/ (Decrease)
POSITION SUMMARY						
Assistant City Attorney	1.00	1.00	1.00	1.00	1.00	-
City Attorney	1.00	1.00	1.00	1.00	1.00	-
Departmental Administrative Specialist	-	1.00	1.00	1.00	1.00	-
TOTAL	2.00	3.00	3.00	3.00	3.00	-

FUNDING SOURCES						
General Fund	875,970	878,160	1,118,400	2,118,400	1,142,400	(976,000)
TOTAL	875,970	878,160	1,118,400	2,118,400	1,142,400	(976,000)
Department Revenues	2	62,580	28,100	28,100	28,100	-
Net Resources/(Uses)	\$ (875,968)	\$ (815,580)	\$ (1,090,300)	\$ (2,090,300)	\$ (1,114,300)	\$ 976,000

	Actual FY2020/21	Actual FY2021/22	Original Budget FY2022/23	Revised Budget FY2022/23	Approved Budget FY2023/24	Change Increase/ (Decrease)
BUDGET SUMMARY						
Staffing						
Salaries & Benefits	605,524	579,848	671,300	671,300	675,300	4,000
Subtotal Staffing	605,524	579,848	671,300	671,300	675,300	4,000
Professional Services						
Professional Services	259,164	223,936	400,000	1,400,000	400,000	(1,000,000)
Maintenance Contracts	-	-	-	-	-	-
Subtotal Professional Services	259,164	223,936	400,000	1,400,000	400,000	(1,000,000)
Operating Expenses						
Licenses and Memberships	6,909	6,390	8,000	8,000	28,000	20,000
Non-Capital Equipment	-	117	700	700	700	-
Supplies	3,223	3,470	5,300	5,300	5,300	-
Travel/Training/Meals	1,150	1,822	5,000	5,000	5,000	-
Subtotal Operating Expenses	11,282	11,799	19,000	19,000	39,000	20,000
Other Uses						
Transfer to General Fund	-	62,578	28,100	28,100	28,100	-
Subtotal Other Uses	-	62,578	28,100	28,100	28,100	-
Capital Outlay						
	-	-	-	-	-	-
TOTAL	\$ 875,970	\$ 878,160	\$ 1,118,400	\$ 2,118,400	\$ 1,142,400	\$ (976,000)

OVERVIEW OF SERVICES

The City Clerk is the local official who administers democratic processes such as elections, access to City records, and all legislative actions, ensuring transparency to the public. The City Clerk acts as a compliance officer for federal, state, and local statutes including the Political Reform Act, the Brown Act, and the Public Records Act. The City Clerk manages public inquiries and relationships, and arranges ceremonial and official functions.



ACCOMPLISHMENTS

- Conducted the City of Rocklin’s City Council 2022 election.
- Successfully implemented, in partnership with the Information Technology Division, the City-wide Granicus Peak Agenda Management System.
- Facilitated the implementation of the Form 700 (conflict of interest statements) e-filing solution for elected, appointed, and designated staff.
- Facilitated the implementation of a campaign disclosures e-filing solution for City Council candidates and elected officials.
- Facilitated the collection of election ballots through the Ballot Drop Box in partnership with the County of Placer’s Election Office.
- Conducted community outreach efforts to inform of the roles and responsibilities of the City Clerk’s Office and its service to the public.

GOALS & OBJECTIVES

- Upgrade the City’s enterprise records management system to a system that is user friendly for both City staff and the public.

SIGNIFICANT CHANGES FROM THE PRIOR YEAR

- Operating Expenses reduced primarily due to FY 2023/24 being a non-election year.

	Actual FY2020/21	Actual FY2021/22	Original Budget FY2022/23	Revised Budget FY2022/23	Approved Budget FY2023/24	Change Increase/ (Decrease)
POSITION SUMMARY						
City Clerk	1.00	1.00	1.00	1.00	1.00	-
Deputy City Clerk	1.00	1.00	1.00	1.00	1.00	-
TOTAL	2.00	2.00	2.00	2.00	2.00	-

	Actual FY2020/21	Actual FY2021/22	Original Budget FY2022/23	Revised Budget FY2022/23	Approved Budget FY2023/24	Change Increase/ (Decrease)
FUNDING SOURCES						
General Fund	322,224	324,053	398,000	398,000	329,000	(69,000)
TOTAL	322,224	324,053	398,000	398,000	329,000	(69,000)
Department Revenues	-	-	-	-	-	-
Net Resources/(Uses)	\$ (322,224)	\$ (324,053)	\$ (398,000)	\$ (398,000)	\$ (329,000)	\$ 69,000

BUDGET SUMMARY**Staffing**

Salaries & Benefits	245,263	283,441	288,300	288,300	279,900	(8,400)
Subtotal Staffing	245,263	283,441	288,300	288,300	279,900	(8,400)

Professional Services

Professional Services	134	143	12,000	12,000	16,000	4,000
Subtotal Professional Services	134	143	12,000	12,000	16,000	4,000

Operating Expenses

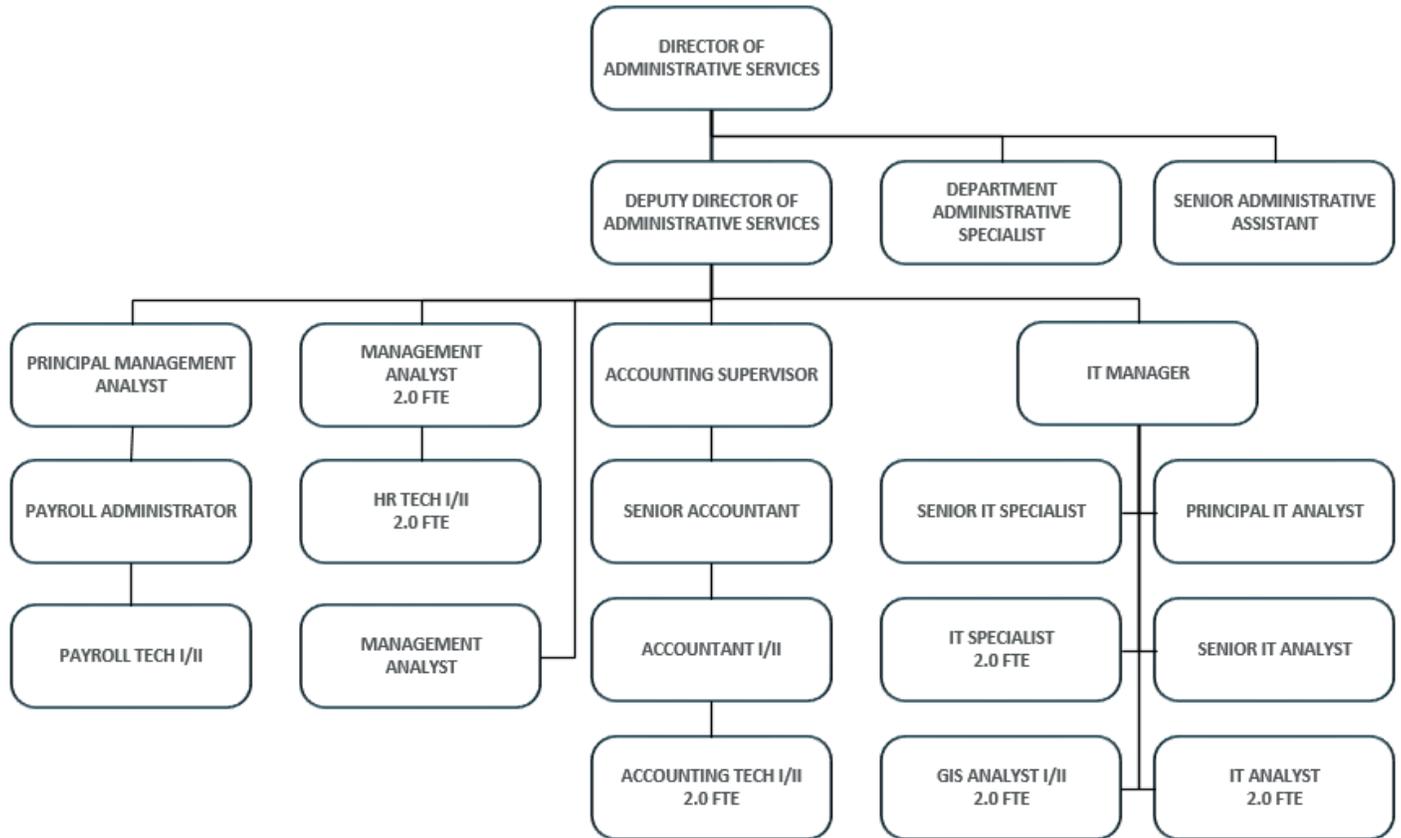
Advertising	13,500	26,649	16,200	16,200	20,000	3,800
Elections	57,431	-	60,000	60,000	-	(60,000)
Licenses and Memberships	955	581	900	1,100	1,500	400
Supplies	4,059	5,585	7,000	6,800	6,600	(200)
Travel/Training/Meals	881	7,653	13,600	13,600	5,000	(8,600)
Subtotal Operating Expenses	76,827	40,468	97,700	97,700	33,100	(64,600)

Capital Outlay

	-	-	-	-	-	-
TOTAL	\$ 322,224	\$ 324,053	\$ 398,000	\$ 398,000	\$ 329,000	\$ (69,000)

OVERVIEW OF SERVICES

The Administrative Services Department provides financial, human resources, information technology, and payroll support to all City departments.



The department consists of four divisions: Finance, Human Resources, Information Technology, and Payroll.

FINANCE DIVISION

The Finance Division provides services in budgeting, investing and cash management, issuance and management of debt, infrastructure financing, special districts, grants, accounting, accounts payable, and accounts receivable.

HUMAN RESOURCES DIVISION

The Human Resources Division oversees the City’s benefits administration, recruitment and selection, classification and compensation, employee relations, labor relations, leaves management, risk management (workers compensation and safety), training and staff development, performance management, and organizational development.

INFORMATION TECHNOLOGY DIVISION

The Information Technology (IT) Division manages and supports the City's technology infrastructure, business and enterprise applications and databases, and information security. IT provides technical support to City departments and Geographic Information System services to City staff and neighboring municipalities. Other services include troubleshooting and issue resolution, systems design, software and hardware specification development, procurement of IT software and equipment, vendor contract and licensing management, project management, and ongoing maintenance and upgrades of existing software and hardware solutions across the City network.

PAYROLL DIVISION

The Payroll Division oversees the City's compensation processes by issuing bi-weekly paychecks for active employees, and monthly paychecks for eligible committee and commission members. The Division is also responsible for maintaining and monitoring internal controls to ensure transactions comply with current labor agreements, payroll policies, and federal and state laws and regulations.

ACCOMPLISHMENTS

- Completed contract negotiations for Rocklin POA, PSM, and Fire bargaining groups.
- Implemented an internal customer interface (intranet) for the department utilizing SharePoint.
- Relunched a City-wide Service Recognition Program.
- Implemented a Health and Wellness Program.
- Obtained an unmodified "clean" audit opinion on the Annual Comprehensive Financial Report for fiscal year ended June 30, 2022.
- Received the Meritorious Award for FY 2022/23 Operating Budget document from the California Society of Municipal Finance Officers.
- Implemented Governmental Accounting Standards Board Statement No. 87, Leases for the fiscal year ended June 30, 2022.
- Established the City Pooled Investments portfolio; proactively monitored, invested, and reinvested the City's investment portfolios consistent with the City's Investment Policy.
- Issued the Community Facilities District No. 10 Bonds, Series 2022, to support public infrastructure in the Whitney Ranch area.
- Implemented TRAKiT CodeTRAK software to bring Fire Department permitting and inspection processes online. CodeTRAK eliminated inefficient paper-based processes.
- Implemented the Granicus Peak Agenda Management System and improved video streaming service for public meetings.
- Implemented Tyler Brazos E-Citation solution, enabling police officers to issue citations using mobile devices in the field and remain in compliance with state (RIPA) reporting requirements.
- Upgraded the City-wide VDI thin clients to ensure a reliable desktop computer environment and enable video streaming during online meetings from the virtual desktop.
- Strengthened IT security by implementing Duo multifactor authentication, and worked with CrowdStrike Falcon to harden the City network against attacks.

GOALS AND OBJECTIVES

- Upgrade of the Tyler Munis Enterprise Resource Management system, including the Tyler Content Management system City-wide.
- Obtain unmodified audit opinion on the Annual Comprehensive Financial Report.
- Implement a Section 115 Trust for pension prefunding to further strengthen the City’s fiscal health and local control.
- Implement a new online recruitment system, which will provide efficiencies and increase automated processes.
- Improve employee onboarding by implementing a comprehensive onboarding program and electronic signatures.
- Develop an IT Strategic Plan to foster transparency, increase operational efficiency, improve staff satisfaction, and to bolster trust.
- Replace the outdated document management and retention system.
- Remodel the City Council Chambers, and upgrade the audio and video system for public meetings.
- Invest in technology that supports economic development efforts.
- Evaluate opportunities to create new sources of revenue to support critical City services.
- Implement a two-year operating budget.
- Update City’s Purchasing Code.
- Implement comprehensive workforce development and succession planning programs.

SIGNIFICANT CHANGES FROM THE PRIOR BUDGET

- The IT Division was consolidated into the Administrative Services Department as part of the FY 2023/24 budget, moving all IT positions (10.0 FTE) and associated budgets.
- Added a Department Administrative Specialist position (1.0 FTE) to provide administrative and Citywide procurement support.

	Actual FY2020/21	Actual FY2021/22	Original Budget FY2022/23	Revised Budget FY2022/23	Approved Budget FY2023/24	Change Increase/ (Decrease)
POSITION SUMMARY						
Accountant I/II	-	2.00	1.00	1.00	1.00	-
Accounting Supervisor	-	1.00	1.00	1.00	1.00	-
Accounting Technician I/II	-	2.00	2.00	2.00	2.00	-
Departmental Administrative Specialist	-	-	-	-	1.00	1.00
Deputy Director of Administrative Services	-	1.00	1.00	1.00	1.00	-
Director of Administrative Services	-	1.00	1.00	1.00	1.00	-
GIS Analyst I/II	-	-	-	-	2.00	2.00
Human Resources Technician I/II	-	2.00	2.00	2.00	2.00	-
Information Technology Analyst	-	-	-	-	2.00	2.00
Information Technology Manager	-	-	-	-	1.00	1.00
Information Technology Specialist	-	-	-	-	2.00	2.00
Management Analyst	-	3.00	3.00	3.00	3.00	-

	Actual FY2020/21	Actual FY2021/22	Original Budget FY2022/23	Revised Budget FY2022/23	Approved Budget FY2023/24	Change Increase/ (Decrease)
POSITION SUMMARY (continued)						
Payroll Administrator	-	1.00	1.00	1.00	1.00	-
Payroll Technician I/II	-	1.00	1.00	1.00	1.00	-
Principal Information Technology Analyst	-	-	-	-	1.00	1.00
Principal Management Analyst	-	1.00	1.00	1.00	1.00	-
Senior Accountant	-	1.00	1.00	1.00	1.00	-
Senior Administrative Assistant	-	1.00	1.00	1.00	1.00	-
Senior IT Analyst	-	-	-	-	1.00	1.00
Senior IT Specialist	-	-	-	-	1.00	1.00
TOTAL	-	17.00	16.00	16.00	27.00	11.00

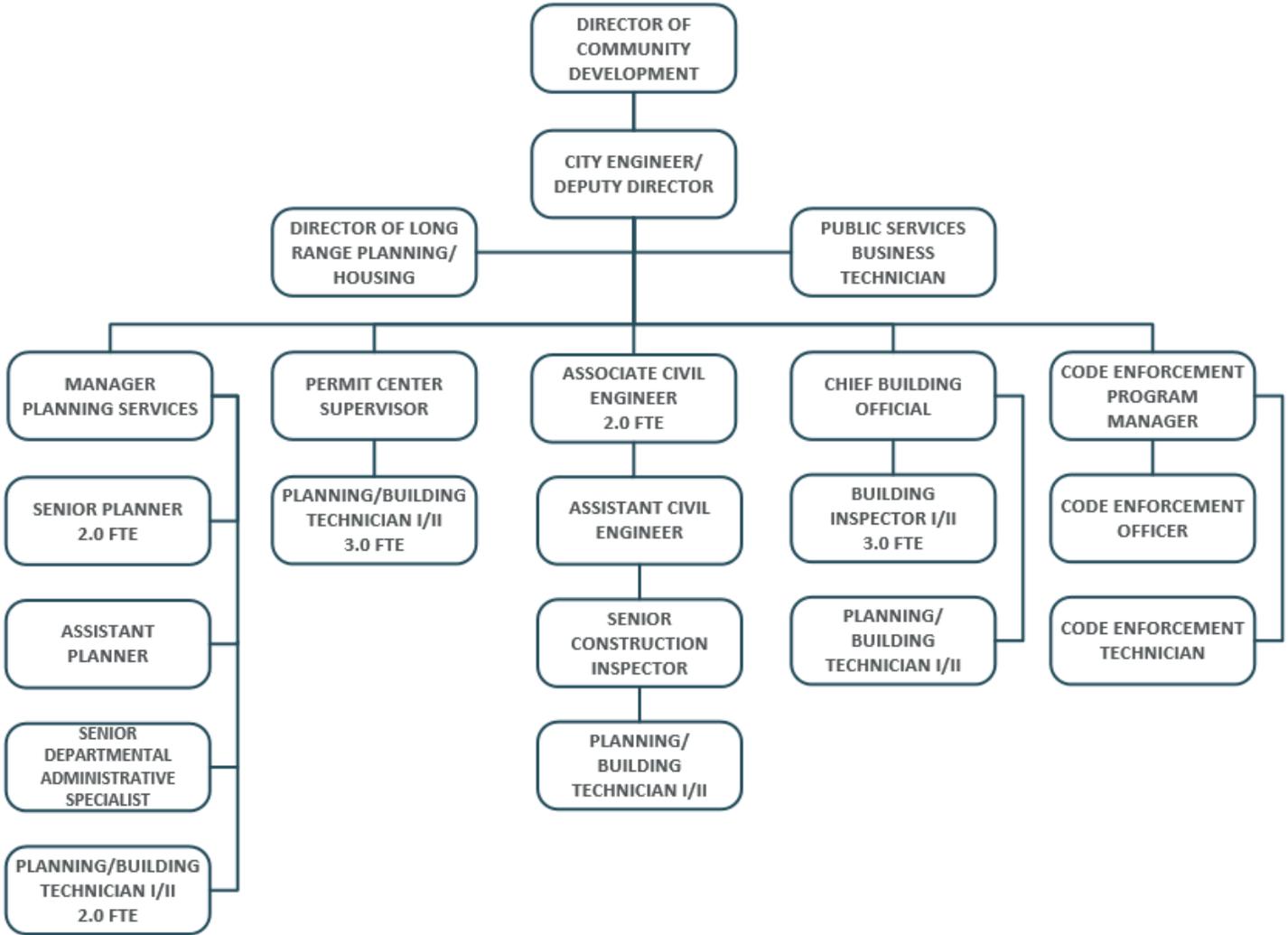
DIVISION BUDGET SUMMARY						
Finance	8,578,370	5,233,802	6,275,700	8,305,700	5,774,300	(2,531,400)
Human Resources	3,269,741	4,303,118	4,160,900	4,160,900	5,527,200	1,366,300
Information Technology	-	-	-	-	4,125,200	4,125,200
TOTAL	\$ 11,848,111	\$ 9,536,920	\$ 10,436,600	\$ 12,466,600	\$ 15,426,700	\$ 2,960,100

FUNDING SOURCES						
General Fund	3,488,183	2,457,011	3,046,100	4,694,700	6,137,100	1,442,400
American Rescue Plan Act	-	-	-	79,900	-	(79,900)
Capital Construction - Debt Service	534,275	530,920	529,500	529,500	532,800	3,300
Capital Construction Fees	531,537	533,168	532,400	532,400	532,800	400
CASp Certification & Training	768	797	-	-	-	-
CDBG - HUD Entitlement	800	3,997	10,000	10,000	10,000	-
CDBG Housing Rehabilitation	800	800	-	-	-	-
CFD No. 6 Open Space Maintenance	4,287	4,308	4,600	4,600	4,600	-
Community Facilities District No. 5	56,046	60,056	64,600	64,600	70,000	5,400
Community Park Fees	68,969	77,084	68,100	68,100	125,500	57,400
Gas Tax	2,457	2,500	-	-	-	-
Lighting Maintenance District No. 1	18,366	14,814	15,400	15,400	15,200	(200)
Low & Moderate Income Housing Asset	64,500	65,448	64,100	64,100	25,000	(39,100)
Oak Tree Mitigation Fees	249,586	249,586	249,600	249,600	-	(249,600)
Park Development Fees	217,936	217,936	218,000	218,000	401,800	183,800
Public Facilities Impact Fees	225	1,395	-	-	-	-
Retirees Health	4,060,677	1,787,519	2,289,700	2,514,200	2,365,000	(149,200)
Risk Management	2,509,014	3,494,077	3,303,900	3,303,900	4,144,000	840,100
Technology Fee	15,819	10,635	15,000	92,000	1,036,100	944,100
Traffic Safety/Police Grants	-	167	-	-	-	-
Landscaping & Lighting Maint. District No. 2	23,866	24,702	25,600	25,600	26,800	1,200
TOTAL	11,848,111	9,536,920	10,436,600	12,466,600	15,426,700	2,960,100
Department Revenues	17,378,885	30,279,465	17,802,700	18,109,600	19,365,200	1,255,600
Net Resources/(Uses)	\$ 5,530,773	\$ 20,742,545	\$ 7,366,100	\$ 5,643,000	\$ 3,938,500	\$ (1,704,500)

	Actual FY2020/21	Actual FY2021/22	Original Budget FY2022/23	Revised Budget FY2022/23	Approved Budget FY2023/24	Change Increase/ (Decrease)
Staffing						
Salaries & Benefits	8,843,755	6,181,268	6,816,700	8,612,800	8,932,700	319,900
Subtotal Staffing	8,843,755	6,181,268	6,816,700	8,612,800	8,932,700	319,900
Professional Services						
Professional Services	363,622	323,979	467,900	524,900	809,600	284,700
Maintenance Contracts	605	666	600	600	887,400	886,800
Subtotal Professional Services	364,227	324,644	468,500	525,500	1,697,000	1,171,500
Operating Expenses						
Communications	-	-	-	-	444,800	444,800
Insurance Premiums	737,571	1,093,704	1,256,600	1,256,600	1,859,100	602,500
Licenses and Memberships	5,943	4,456	8,200	8,200	8,400	200
Non-Capital Equipment	7,079	3,408	1,000	1,000	421,500	420,500
Other Operating Expenses	15,708	11,536	13,500	13,500	16,500	3,000
Placer County Collection Fee	86,665	91,580	97,300	97,300	103,900	6,600
Property Damage Expenditure	55,706	71,975	-	-	68,000	68,000
Recruitments	26,789	37,548	39,000	57,000	39,000	(18,000)
Rental/Lease	-	-	-	-	69,500	69,500
Supplies	29,935	31,612	35,000	35,000	82,600	47,600
Travel/Training/Meals	4,201	14,248	24,500	26,500	52,900	26,400
Uniforms	-	196	-	-	-	-
Vehicle O&M/Fuel	-	-	-	-	1,200	1,200
Subtotal Operating Expenses	969,597	1,360,263	1,475,100	1,495,100	3,167,400	1,672,300
Other Uses						
Transfer to Debt Service	531,537	530,918	532,400	532,400	532,800	400
Transfer to General Fund	64,500	68,645	73,100	153,000	34,000	(119,000)
Transfer to Technology Fee	7,304	7,240	5,600	82,600	5,600	(77,000)
Subtotal Other Uses	603,341	606,803	611,100	768,000	572,400	(195,600)
Debt Service/Depreciation	1,067,191	1,063,941	1,065,200	1,065,200	1,057,200	(8,000)
Capital Outlay	-	-	-	-	-	-
TOTAL	\$ 11,848,111	\$ 9,536,920	\$ 10,436,600	\$ 12,466,600	\$ 15,426,700	\$ 2,960,100

OVERVIEW OF SERVICES

The Community Development Department oversees the responsible and sustainable growth of the City while ensuring safety and quality of life.



The department consists of five divisions: Building Services, Code Enforcement, Engineering Services, Permit Center, and Planning Services.

BUILDING SERVICES DIVISION

The Building Services Division is responsible for building plan reviews, building inspections, and building reports and statistics. The division ensures the safety, sustainability, and accessibility of the buildings and facilities being modified in the City.

CODE ENFORCEMENT DIVISION

The Code Enforcement Division provides quality customer service and is responsive to citizen complaints that are potential violations of the Rocklin Municipal Code and California Health and Safety Codes. The division upholds and enforces codes and standards established to protect the public health, safety, and welfare of the City's citizens and maintains or improves quality of life and property values within our community.

ENGINEERING SERVICES DIVISION

The Engineering Services Division provides a host of technical services to the development community, as well as residents and City staff. The division provides engineering review; processing and approval of private development projects; and the issuance of engineering-related permits, including: improvement plans, final maps, lot line adjustments, grant and summary vacation of easements, management of the improvements through the construction stage, and administering City development standards.

PERMIT CENTER DIVISION

The Permit Center Division is the primary point of contact for development-related inquiries, project submittals, plan and permit issuance, and fee calculations and payments.

PLANNING SERVICES DIVISION

The Planning Services Division implements and monitors the City's growth and development policies, processes development entitlement applications, processes administrative permits, updates and maintains the City's long-range planning documents, participates in a variety of regional planning efforts, and assists with implementing the Housing Element of the City's General Plan.

ACCOMPLISHMENTS

BUILDING SERVICES & PERMIT CENTER

- Continued the implementation of the electronic plan submittal and review process.
- Expanded the online permit guide tool that leads customers through the steps of the permit process and provides required forms and documents based upon the scope of work.
- Provided plan review and inspection services to allow for businesses to open, including, but not limited to, The Rising Zone, Anatolian Table, Das Flipperhaus, KidStrong, The Pizza Factory, Hard Exercise Works, Pasta Zone, and Sunset Boulevard Starbucks.
- Provided plan review and inspection services on multi-family projects, including Stanford Terrace, Terracina at Whitney Ranch, Sierra Gateway Apartments, and West Oaks Townhomes.

ENGINEERING SERVICES

- Commenced review of site improvement plans for 10 new projects, completed reviews of 15 projects with nine projects approved for construction, 12 pre-application projects, 13 planning entitlement projects, and multiple site grading reviews for custom home building permit applications.
- Reviewed and approved, for recordation with the County of Placer, five final maps, three lot line adjustments, four grant deeds, two Communities Facilities District annexation maps, three easement abandonments, four notices of completion and one certificate of compliance.
- Prepared engineering processes checklists and reviewed with organizational assessment consultant.

CODE ENFORCEMENT

- Developed and improved measurable and reportable statistics by increasing compliance rates, resolving verified violations, and increasing the proactive enforcement percentage of code enforcement cases to align with the reactive/complaint-based enforcement percentage of code enforcement cases.
- Processed amendments to the Rocklin Municipal Code for the property maintenance, off-street parking of accessory vehicles and graffiti abatement sections.
- Recorded a high efficiency rating of 99.6% compliance rate by opening a total of 1,330 cases and closing 1,325 cases, with five active cases rolling over to calendar year 2023.
- Documented 1,818 violations in the community and resolved 1,812 of the violations documented in calendar year 2022, with six remaining violations rolling over to calendar year 2023.
- Increased proactive enforcement to 45.5% as compared to 54.5% reactive/complaint-based enforcement in calendar year 2022.
- Developed minimum code enforcement officer safety standards to comply with SB 296.

PLANNING SERVICES

- Implemented an annual allocation of Community Development Block Grant (CDBG) funds related to housing and community development.
- Maintained and updated an annual database of apartments in the City, highlighting affordable housing options, and maintained interjurisdictional partnerships related to the Housing Choice Voucher Program.
- Maintained relationships with housing advocates in the areas of homeless prevention, transitional housing, fair housing issues, and special needs resources and served as a board member on the Placer County Continuum of Care.
- Solicited and successfully allocated all remaining CDBG – CV (Cares Act) funds to eligible programs.
- Participated in regional fee updates for the South Placer Regional Transportation Agency and Placer County Flood Control and Water Conservation District's Dry Creek Watershed programs.
- Processed land use entitlement applications and received approvals for projects including, but not limited to, College Park, Whitney Ranch Unit 49 Subdivision, Placer Creek Apartments, Lonetree Apartments (Phase I), West Oaks Regional Housing Need Allocation (RHNA) General Plan Amendments and Rezones, The Rising Zone Fitness Conditional Use Permit, Modifications to the Granite Lakes Estates and Vista Oaks Subdivisions to facilitate construction of the Monument Springs bridge, multiple tentative parcel maps, and multiple time extensions for previously approved projects.

GOALS AND OBJECTIVES

BUILDING SERVICES AND PERMIT CENTER

- Complete implementation of electronic plan submittal and review process to provide better and more efficient customer service by making it easier and faster to submit plans and documents and accelerate the plan review process.

- Continue to improve the customer service experience by expanding the use of an Online Permit Guide to cover the majority of building plan submittal types and making the permit process easier to understand.
- Initiate a process to help customers that are opening a business in Rocklin to better understand the permitting and inspection process and what is required to get their business open.

ENGINEERING SERVICES

- Develop and release a request for proposal document to retain on-call consultants for plan review services, including private water line design, structural calculations and review of storm water pollution prevention plans.
- Continue to update improvement plan and mapping review checklists.
- Continue implementation of the electronic plan submittal and review process through additional staff training and use with customers.
- Continue implementation of DocuSign for engineering-related contracts and agreements.
- Continue compiling lists of City Notes and Standards to be updated and coordinate with Public Services to update the City Notes and Standards documents.
- Develop and implement a plan to effectively integrate the consolidation of engineering services between Public Services and Community Development Departments.

CODE ENFORCEMENT

- Continue to identify and develop measurable and reportable statistics to help ensure efficient and effective operations.
- Introduce a street and sidewalk vending ordinance and amendments to current regulations regarding temporary signs during election periods.
- Implement minimum code enforcement officer safety standards to comply with SB 296.

PLANNING SERVICES

- Assist with processing of Rezones and General Plan Amendments necessary to address the City's Available Sites Inventory and meet the RHNA identified in the 2021-2029 Housing Element.
- Conduct a housing conditions survey and assess local needs for housing rehabilitation.
- Re-initiate the circulation element update, associated environmental Impact Report, and resulting Traffic Impact Fee Update.
- Continue to evaluate and process land use entitlement applications and bring them forward to public hearings.
- Develop and bring forward documents and amendments to the Rocklin Municipal Code as needed to ensure compliance with the many changes to state regulations that have occurred in the last year and those that continue to be adopted.
- Retain consultant staff to process the RHNA land use changes required by the General Plan Housing Element and to assist with processing California Environmental Quality Act documents.
- Update the City's Zoning Code.

SIGNIFICANT CHANGES FROM THE PRIOR BUDGET

- The Housing Division was consolidated into the City Manager’s Office as part of the FY 2023/24 budget. One position (1.0 FTE) and associated budgets were moved from the Community Development Department to the City Manager’s Office.
- The Engineering Division was consolidated into the Community Development Department as part of the FY 2023/24 budget. Three positions (3.0 FTE) and associated budgets were moved from the Public Services Department to the Community Development Department.
- Added a Public Services Business Technician position (1.0 FTE) to provide administrative support to five divisions in the department.

	Actual FY2020/21	Actual FY2021/22	Original Budget FY2022/23	Revised Budget FY2022/23	Approved Budget FY2023/24	Change Increase/ (Decrease)
POSITION SUMMARY						
Assistant City Manager	0.40	-	-	-	-	-
Assistant Civil Engineer	-	-	-	-	1.00	1.00
Assistant Planner	1.00	1.00	1.00	1.00	1.00	-
Associate Civil Engineer	1.00	1.00	1.00	1.00	2.00	1.00
Building Division Supervisor	1.00	1.00	1.00	-	-	-
Building Inspector I/II	2.00	2.00	2.00	3.00	3.00	-
Chief Building Official	1.00	1.00	1.00	1.00	1.00	-
City Engineer/Deputy Director	-	-	-	1.00	1.00	-
Code Enforcement Officer	1.00	1.00	1.00	1.00	1.00	-
Code Enforcement Program Manager	-	1.00	1.00	1.00	1.00	-
Code Enforcement Technician	1.00	1.00	1.00	1.00	1.00	-
Departmental Administrative Specialist	1.00	-	-	-	-	-
Director of Community Development	1.00	1.00	1.00	1.00	1.00	-
Director of Long Range Planning	1.00	-	-	-	-	-
Director of Long Range Planning & Housing	-	1.00	1.00	1.00	1.00	-
Environmental Services Specialist	1.00	-	-	-	-	-
Housing Specialist	-	1.00	1.00	1.00	-	(1.00)
Manager of Planning Services	1.00	1.00	1.00	1.00	1.00	-
Office Assistant I/II	2.00	2.00	2.00	-	-	-
Permit Center Coordinator	1.00	1.00	1.00	-	-	-
Permit Center Supervisor	-	-	-	1.00	1.00	-
Planning/Building Technician I/II	4.00	4.00	4.00	7.00	7.00	-
Public Services Business Technician	-	-	-	-	1.00	1.00
Senior Code Enforcement Officer	1.00	1.00	1.00	-	-	-
Senior Construction Inspector	-	-	-	-	1.00	1.00
Senior Dept Administrative Specialist	-	1.00	1.00	1.00	1.00	-
Senior Office Assistant	1.00	1.00	1.00	-	-	-
Senior Planner	2.00	2.00	2.00	2.00	2.00	-
TOTAL	24.40	25.00	25.00	25.00	28.00	3.00

	Actual FY2020/21	Actual FY2021/22	Original Budget FY2022/23	Revised Budget FY2022/23	Approved Budget FY2023/24	Change Increase/ (Decrease)
DIVISION BUDGET SUMMARY						
Building	2,012,993	2,145,619	2,212,300	2,229,500	2,396,400	166,900
Code Enforcement	323,374	388,350	390,300	390,300	441,300	51,000
Engineering	436,682	352,766	600,600	600,600	13,004,200	12,403,600
Housing	314,980	440,783	2,225,300	2,401,800	-	(2,401,800)
Planning	1,701,069	1,668,477	2,662,600	2,667,000	2,468,700	(198,300)
Planning Commission	18,363	18,090	18,400	18,400	18,400	-
TOTAL	\$ 4,807,461	\$ 5,014,086	\$ 8,109,500	\$ 8,307,600	\$ 18,329,000	\$ 10,021,400

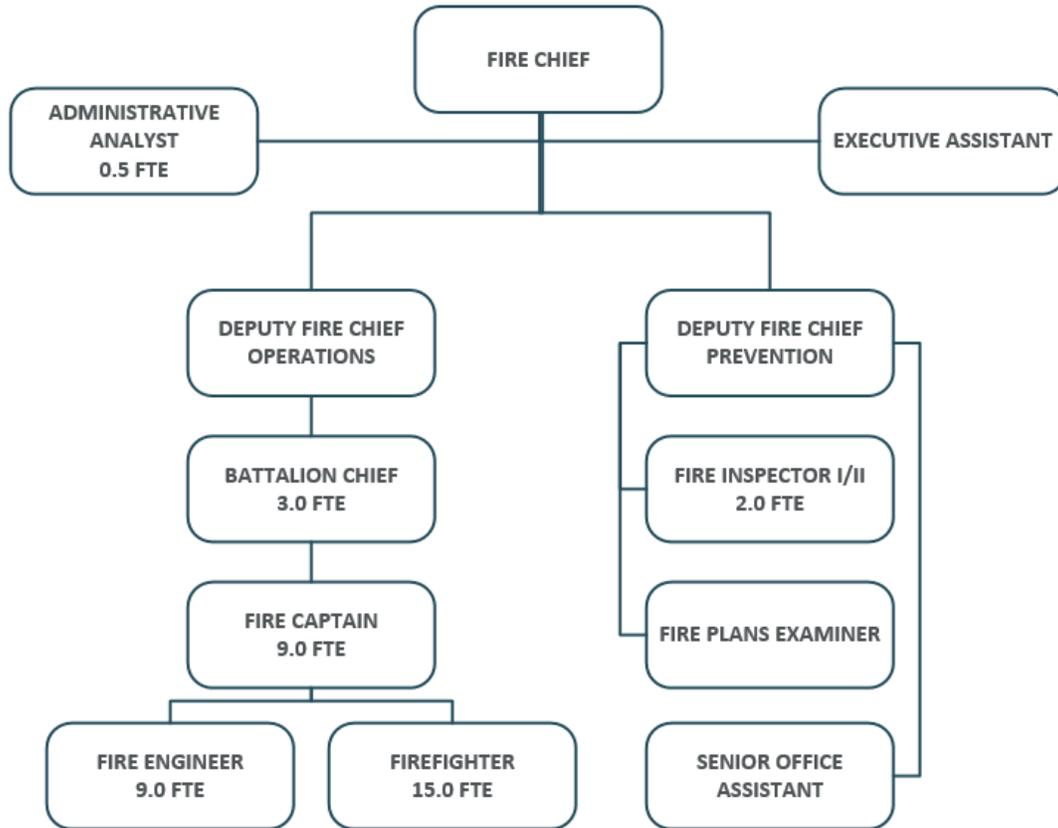
FUNDING SOURCES

General Fund	4,500,682	4,604,337	5,536,100	5,553,300	6,014,100	460,800
Bicycle and Pedestrian	-	-	-	-	100,000	100,000
CDBG - COVID-19 CARES Act	-	57,477	229,300	405,800	-	(405,800)
CDBG - HUD Entitlement	96,845	95,517	89,400	89,400	50,000	(39,400)
CFD No. 6 Open Space Maintenance	-	-	-	-	16,800	16,800
Community Facilities District No. 5	-	-	-	-	50,500	50,500
Low & Moderate Income Housing Asset	133,500	216,391	1,775,900	1,780,300	-	(1,780,300)
Oak Tree Mitigation Fees	12,430	3,578	11,100	11,100	4,800	(6,300)
Sales Tax SB 325	-	-	-	-	4,433,900	4,433,900
Streets Sr/Grants Fund	-	-	-	-	5,470,500	5,470,500
Technology Fee	64,004	34,560	40,000	40,000	35,000	(5,000)
Traffic Circulation Impact Fee	-	2,225	427,700	427,700	2,021,500	1,593,800
Landscaping & Lighting Maint. District No. 2	-	-	-	-	33,500	33,500
TOTAL	4,807,461	5,014,086	8,109,500	8,307,600	18,329,000	10,021,400
Department Revenues	6,831,718	6,092,586	4,910,400	5,086,900	10,405,800	5,318,900
Net Resources/(Uses)	\$ 2,024,256	\$ 1,078,500	\$ (3,199,100)	\$ (3,220,700)	\$ (7,923,200)	\$ (4,702,500)

	Actual FY2020/21	Actual FY2021/22	Original Budget FY2022/23	Revised Budget FY2022/23	Approved Budget FY2023/24	Change Increase/ (Decrease)
BUDGET SUMMARY						
Staffing						
Salaries & Benefits	3,165,587	3,086,508	3,530,900	3,530,900	4,176,600	645,700
Subtotal Staffing	3,165,587	3,086,508	3,530,900	3,530,900	4,176,600	645,700
Professional Services						
Professional Services	993,051	1,345,295	4,050,400	4,231,300	2,532,600	(1,698,700)
Maintenance Contracts	-	-	-	-	18,000	18,000
Subtotal Professional Services	993,051	1,345,295	4,050,400	4,231,300	2,550,600	(1,680,700)
Operating Expenses						
Advertising	-	-	-	-	20,000	20,000
Communications	18,184	9,812	13,000	13,000	14,400	1,400
Licenses and Memberships	19,068	3,978	8,000	8,000	147,300	139,300
Non-Capital Equipment	2,882	2,166	3,800	3,800	3,800	-
Other Operating Expenses	64,004	67,560	40,000	40,000	35,000	(5,000)
Supplies	29,615	22,476	29,400	29,400	29,400	-
Travel/Training/Meals	-	8,734	12,700	12,700	17,700	5,000
Vehicle O&M/Fuel	33,956	35,875	43,700	43,700	53,200	9,500
Vehicle Replacement	-	27,159	-	17,200	28,400	11,200
Subtotal Operating Expenses	167,709	177,759	150,600	167,800	349,200	181,400
Other Uses						
Transfer to Technology Fee	326,371	264,899	244,900	244,900	265,500	20,600
Transfer to General Fund	140,486	139,625	132,700	132,700	50,000	(82,700)
Subtotal Other Uses	466,856	404,524	377,600	377,600	315,500	(62,100)
Capital Outlay	14,258	-	-	-	10,937,100	10,937,100
TOTAL	\$ 4,807,461	\$ 5,014,086	\$ 8,109,500	\$ 8,307,600	\$ 18,329,000	\$ 10,021,400

OVERVIEW OF SERVICES

The Fire Department provides response to emergencies throughout the City in an effort to minimize injuries, loss of life, property and environmental damage. The mission of the Fire Department is to minimize risk, increase safety, and improve the quality of life in our community by responding quickly, solving problems and being nice.



The department consists of four divisions: Fire Administration, Field Operations, Fire Prevention and Emergency Management.

FIRE ADMINISTRATION DIVISION

The Fire Administration Division is responsible for managing department contracts, recruiting new personnel, purchasing personal protective equipment, apparatus acquisition, scheduling of school tours, overseeing the department’s operating budget and providing general information to the public.

FIELD OPERATIONS DIVISION

The Field Operations Division is responsible for all emergency and non-emergency responses in the community, which include responses for fires, medical emergencies, technical rescues, motor vehicle accidents, and other natural or man-made disasters.

FIRE PREVENTION DIVISION

Fire Prevention supports the community by providing fire plan review services for new and tenant improvement projects, conducting life safety inspections, providing operational permits for increased hazards, investigation of suspicious fires, and providing public education to reduce the occurrence of fires and other hazardous conditions.

EMERGENCY MANAGEMENT DIVISION

Emergency Management is responsible for the oversight of the City's Emergency Operations Center (EOC) and serves at the will of the Director of Emergency Services (City Manager) to provide and coordinate training, policy development, staffing, and activations of the EOC.

ACCOMPLISHMENTS

FIRE ADMINISTRATION

- Recruited and promoted Plans Examiner, Firefighter/Paramedic, Fire Engineer, Fire Captain, and Battalion Chief positions.

FIRE OPERATIONS

- Responded to 6,422 incidents in 2022.
- Provided mutual aid to other communities 168 times.
- Deployed firefighters on three wildfire disasters.

FIRE PREVENTION

- Provided public education at 42 community events. Education sessions included, but were not limited to, Cardiopulmonary Resuscitation (CPR), fire extinguisher, and fire hazard mitigation training.
- Hired a Fire Inspector to conduct annual state mandated inspections of high-hazard facilities.
- Completed 824 fire inspections; 352 re-inspections; and reviewed 390 building, fire, and engineering plans.
- Instituted an Arson Unit Program designed to investigate suspicious fires within the City.

EMERGENCY MANAGEMENT

- Revised the City Emergency Operations Plan for emergency preparedness.
- Participated in updating the Placer County Local Mitigation Hazard Plan.
- Conducted Emergency Operations training for City staff.

GOALS AND OBJECTIVES

- Continue to seek grant opportunities to maintain and/or enhance service delivery.
- Upgrade department station alerting system.
- Improve communications by expanding digital radio program.
- Promote and hire new firefighters.
- Maintain fiscal responsibility by identifying areas to increase efficiencies.

- Implement technology-based solutions to improve report writing for emergency medical incidents and fire inspections.
- Provide post-traumatic stress syndrome training for first responders.
- Improve survivability for victims of fire, hazardous material release, entrapment, or other crisis incidents.
- Improve survivability of patients experiencing acute medical emergencies through education and training in citizen CPR.
- Improve firefighter safety and survival.
- Work towards increasing Fire staffing.
- Enhance functionality of the EOC, and provide incident command system training to employees responsible for staffing the EOC for emergency preparedness.
- Work towards constructing and staffing a fourth Rocklin Fire Station south/east of Interstate 80.
- Improve programs to reduce fire loss and increase community preparedness.

SIGNIFICANT CHANGES FROM THE PRIOR BUDGET

- Realigned revenue budgets in the department to directly reflect resources from Community Facilities District No. 1.
- Added one Fire Inspector I/II position (1.0 FTE) for fire inspections and permitting.

	Actual FY2020/21	Actual FY2021/22	Original Budget FY2022/23	Revised Budget FY2022/23	Approved Budget FY2023/24	Change Increase/ (Decrease)
POSITION SUMMARY						
Administrative Analyst	-	0.50	0.50	0.50	0.50	-
Battalion Chief	3.00	3.00	3.00	3.00	3.00	-
Department Administrative Specialist	1.00	-	-	-	-	-
Deputy Fire Chief	1.00	2.00	2.00	2.00	2.00	-
Executive Assistant	-	1.00	1.00	1.00	1.00	-
Fire Captain	9.00	9.00	9.00	9.00	9.00	-
Fire Chief	1.00	1.00	1.00	1.00	1.00	-
Fire Engineer	9.00	9.00	9.00	9.00	9.00	-
Fire Inspector I/II	-	1.00	1.00	1.00	2.00	1.00
Fire Prevention Plans Examiner	1.00	1.00	1.00	1.00	1.00	-
Firefighter	15.00	15.00	15.00	15.00	15.00	-
Senior Office Assistant	1.00	1.00	1.00	1.00	1.00	-
TOTAL	41.00	43.50	43.50	43.50	44.50	1.00

DIVISION BUDGET SUMMARY						
Administration	3,016,096	3,118,989	3,565,000	3,563,800	3,613,600	49,800
Emergency Management	-	-	5,000	7,600	7,000	(600)
Field Operations	9,793,010	10,871,568	9,847,400	10,325,000	11,214,750	889,750
Fire Prevention	316,244	465,177	770,800	779,400	1,029,700	250,300
TOTAL	\$ 13,125,350	\$ 14,455,733	\$ 14,188,200	\$ 14,675,800	\$ 15,865,050	\$ 1,189,250

	Actual FY2020/21	Actual FY2021/22	Original Budget FY2022/23	Revised Budget FY2022/23	Approved Budget FY2023/24	Change Increase/ (Decrease)
FUNDING SOURCES						
General Fund	11,183,681	12,363,717	11,992,400	12,465,000	13,580,750	1,115,750
Capital Construction Fees	6,248	-	-	15,000	-	(15,000)
Community Facilities District No. 1	1,935,422	2,092,017	2,195,800	2,195,800	2,284,300	88,500
TOTAL	13,125,350	14,455,733	14,188,200	14,675,800	15,865,050	1,189,250
Department Revenues	2,954,255	2,921,833	2,711,200	2,758,400	5,103,800	2,345,400
Net Resources/(Uses)	\$ (10,171,095)	\$ (11,533,900)	\$ (11,477,000)	\$ (11,917,400)	\$ (10,761,250)	\$ 1,156,150

BUDGET SUMMARY

Staffing

Salaries & Benefits	9,986,056	10,035,128	10,107,000	10,107,000	11,409,600	1,302,600
Subtotal Staffing	9,986,056	10,035,128	10,107,000	10,107,000	11,409,600	1,302,600

Professional Services

Professional Services	164,042	189,514	231,600	223,100	222,800	(300)
Maintenance Contracts	46,846	43,811	48,300	54,900	53,550	(1,350)
Subtotal Professional Services	210,888	233,325	279,900	278,000	276,350	(1,650)

Operating Expenses

Communications	46,077	33,115	31,500	31,000	16,800	(14,200)
Licenses and Memberships	13,015	12,679	10,900	7,200	7,800	600
Non-Capital Equipment	238,883	108,907	133,700	178,700	148,300	(30,400)
Placer County Collection Fee	19,305	20,834	22,000	22,000	22,800	800
Recruitments	693	290	800	1,200	4,000	2,800
Repair & Maintenance	2,732	2,778	3,500	15,500	21,500	6,000
Supplies	103,483	103,735	131,600	124,000	101,400	(22,600)
Travel/Training/Meals	13,005	33,093	47,800	49,000	57,900	8,900
Uniforms	6,246	17,986	4,000	21,300	10,200	(11,100)
Vehicle O&M/Fuel	559,904	845,176	954,200	954,200	1,156,700	202,500
Vehicle Replacement	6,248	932,366	-	425,400	83,000	(342,400)
Subtotal Operating Expenses	1,009,592	2,110,959	1,340,000	1,829,500	1,630,400	(199,100)

Other Uses

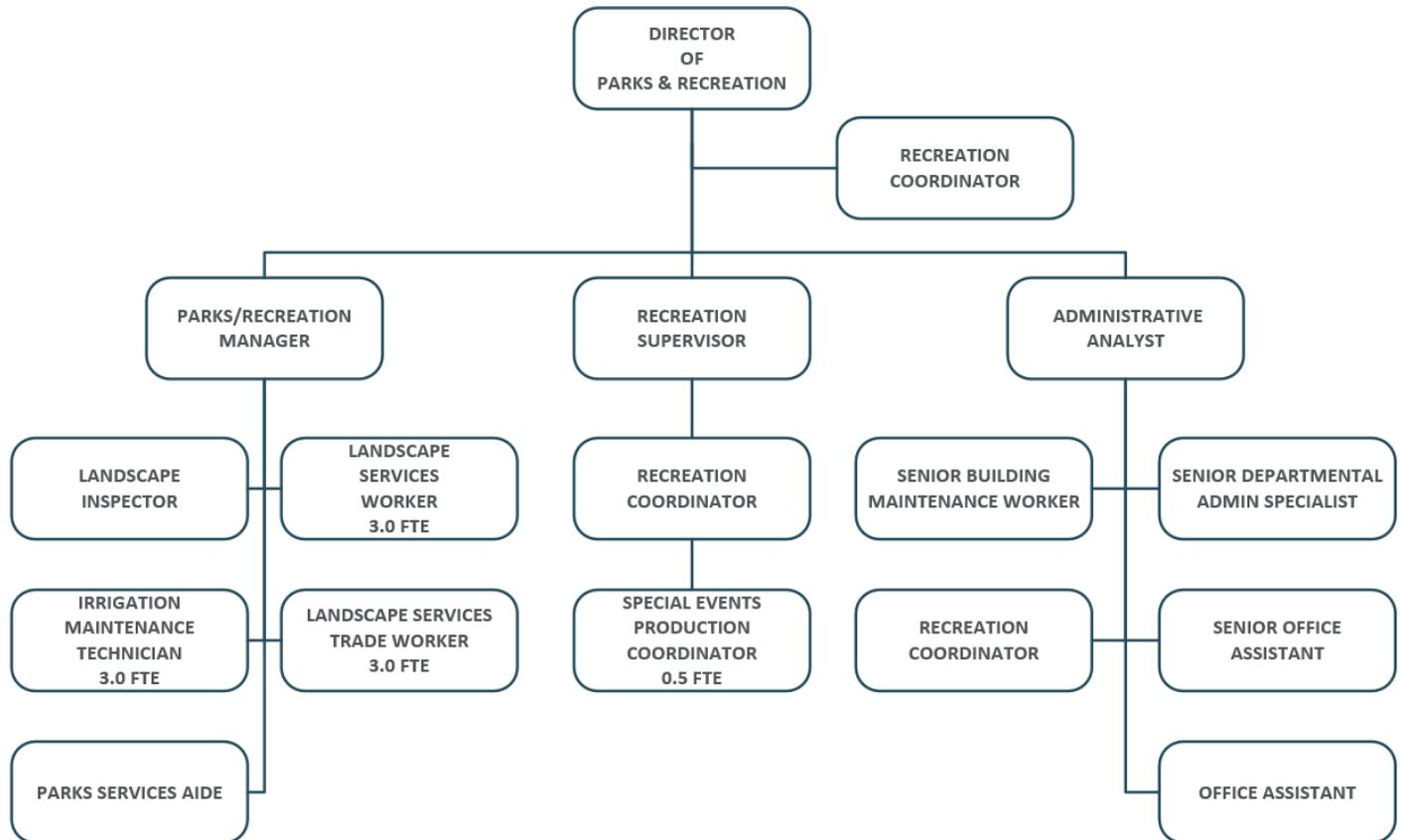
Transfer to Technology Fee	2,698	5,138	12,500	12,500	12,200	(300)
Transfer to General Fund	1,916,116	2,071,182	2,173,800	2,173,800	2,261,500	87,700
Subtotal Other Uses	1,918,814	2,076,321	2,186,300	2,186,300	2,273,700	87,400

Capital Outlay

	-	-	275,000	275,000	275,000	-
TOTAL	\$ 13,125,350	\$ 14,455,733	\$ 14,188,200	\$ 14,675,800	\$ 15,865,050	\$ 1,189,250

OVERVIEW OF SERVICES

The Parks and Recreation Department provides parks, facilities and recreation experiences to enhance quality of life.



The department consists of three divisions: Business Services, Recreation, and Parks.

BUSINESS SERVICES DIVISION

The Business Services Division provides services in budgeting, finance, administration, facility maintenance, operations, rentals, marketing, and public information.

RECREATION DIVISION

The Recreation Division provides services in recreation programs, park and field rentals, league group operations, and special events.

PARKS DIVISION

The Parks Division provides services in new landscape construction, park maintenance and inspections, special projects, park lighting and renovations, weed abatement, pesticide program, and water management.

ACCOMPLISHMENTS

BUSINESS SERVICES

- Completed Proposition 68 Grant-funded projects at Sunset Whitney Recreation Area (SWRA).
- Received a \$400,000 Placer Valley Tourism grant award for SWRA Pickle Ball Courts.
- Awarded the Whitney Park Asphalt Pump Track Design Contract.
- Completed the SWRA Masterplan project and final concept design.
- Completed the Rocklin Event Center rental facility upgrades.
- Processed more than 2,800 rentals for City facilities in 2022.
- Transitioned previously contracted Quarry Park Concert production and 2023 Concert Season Lineup operations back in-house.

RECREATION

- Increased the number of spring camps, classes and programs from 34 in 2022 to 71 in 2023.
- Increased the number of summer camps, classes and programs from 70 in 2022 to 80 in 2023.
- More than 1,100 program participants attended recreation classes in 2022.
- Processed more than 8,200 rentals/permits for City fields and sports facilities.
- Hosted the National Softball Showcase tournament at Whitney Park and Kathy Lund Park.
- Had a successful 2022/23 event season, which included over 20 community and co-sponsored events.

PARKS

- Completed the construction of the SWRA East Trails, and opened all trails to the public.
- Completed the construction of the ADA sidewalk connecting Quarry Park Amphitheater to the City Hall parking lot.
- Upgraded the Pleasant Valley Park pump irrigation system.
- Completed the Sierra Meadows Park pump system replacement.
- Completed the Big Gun pump reconditioning project.
- Completed the upgrading of LED fixtures in all parks.

GOALS AND OBJECTIVES

BUSINESS SERVICES

- Increase weekday utilization of City facilities via marketing, technology enhancements, and pricing strategies.
- Implement department mission, vision, values and create strategic goals and objectives for the department.
- Continue to pursue grant opportunities and increase grant applications.
- Update the Parks Infrastructure Reserve Study.

RECREATION

- Expand programs and activities offered, with an emphasis on preschool-age children and teens.
- Increase recreation programs to ensure programs are offered to all ages and abilities within the community.
- Add STEAM programming and cooking classes starting in 2024.
- Add adult sports and health-related programs.
- Introduce “Floating Movie Nights” at RHS Pool to the 2024 Event Schedule.
- Incorporate Rocklin Maker Faire and Quarry Park Concerts back into the P&R Events schedule.

PARKS

- SWRA Masterplan and improvements.
- Whitney Park Asphalt Pump Track construction.
- Open Sierra Pine neighborhood park.
- Create a succession plan within the Parks Division.
- Increase park revenue through Cell Tower carrier replacements, co-locations and new additions.
- Use master planning processes to guide future development of parks that provide the community with amenities that are not offered within Rocklin’s current park system.

SIGNIFICANT CHANGES FROM THE PRIOR BUDGET

- The Capital Outlay includes funds for the SWRA building demolition and improvements. Costs are offset by funds set-aside from the one-time FY 2021/22 year-end surplus in the General Fund (100).
- Added a Recreation Coordinator position (1.0 FTE) for special and co-sponsor events, and programs. The position is offset by deleting one vacant part-time Office Assistant I/II (0.47) position allocation, and reducing non-permanent part-time position budgets.
- Added a truck and chipper needed for park maintenance and operations.

	Actual FY2020/21	Actual FY2021/22	Original Budget FY2022/23	Revised Budget FY2022/23	Approved Budget FY2023/24	Change Increase/ (Decrease)
POSITION SUMMARY						
Administrative Analyst	-	1.00	1.00	1.00	1.00	-
Assistant City Manager	0.30	-	-	-	-	-
Deputy Director of Parks and Recreation	1.00	-	-	-	-	-
Director of Parks and Recreation	1.00	1.00	1.00	1.00	1.00	-
Irrigation Maintenance Technician	2.00	2.00	3.00	3.00	3.00	-
Landscape Inspector	1.00	1.00	1.00	1.00	1.00	-
Landscape Services Trade Worker	3.00	3.00	3.00	3.00	3.00	-
Landscape Services Worker	3.00	3.00	3.00	3.00	3.00	-
Office Assistant I/II	2.47	1.47	1.47	1.47	1.00	(0.47)
Parks Division Supervisor	1.00	-	-	-	-	-
Parks/Recreation Manager	1.00	1.00	1.00	1.00	1.00	-

	Actual FY2020/21	Actual FY2021/22	Original Budget FY2022/23	Revised Budget FY2022/23	Approved Budget FY2023/24	Change Increase/ (Decrease)
POSITION SUMMARY (continued)						
Parks Services Aide	-	-	-	1.00	1.00	-
Program Assistant II	1.41	1.41	-	-	-	-
Recreation Business Technician	1.00	-	-	-	-	-
Recreation Coordinator	1.00	1.00	2.00	2.00	3.00	1.00
Recreation Supervisor	-	1.00	1.00	1.00	1.00	-
Senior Building Maintenance Worker	1.00	1.00	1.00	1.00	1.00	-
Senior Dept Administrative Specialist	1.00	1.00	1.00	1.00	1.00	-
Senior Office Assistant	-	1.00	1.00	1.00	1.00	-
Senior Program Assistant	0.47	0.47	-	-	-	-
Special Events Production Coordinator	0.47	0.47	0.47	0.47	0.50	0.03
TOTAL	22.12	20.82	20.94	21.94	22.50	0.56

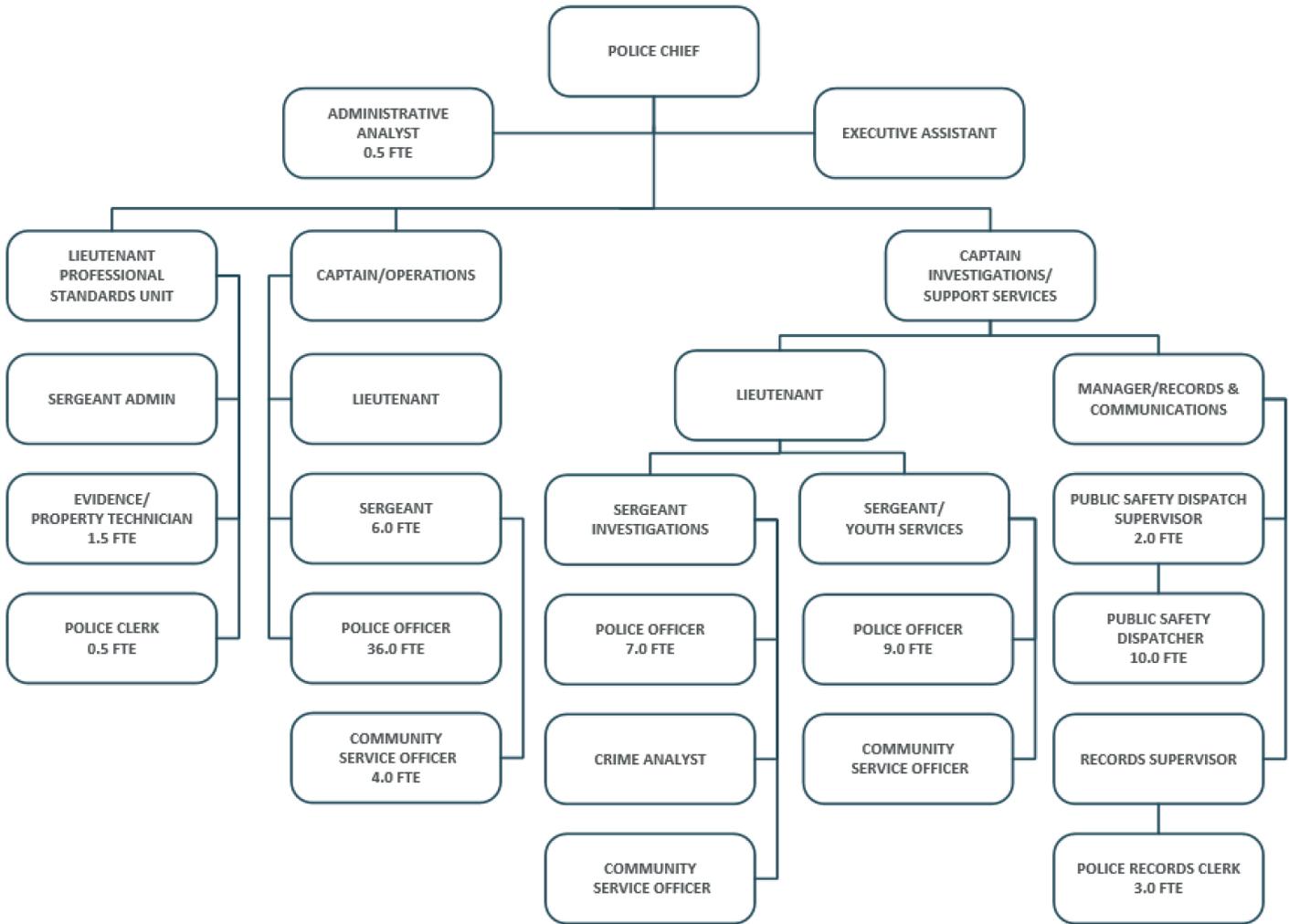
DIVISION BUDGET SUMMARY						
Business Services	984,555	912,449	845,400	861,400	1,326,300	464,900
Parks	5,416,029	5,923,328	8,413,500	8,953,100	7,352,800	(1,600,300)
Recreation	619,029	1,012,562	1,282,000	1,451,500	1,647,400	195,900
TOTAL	\$ 7,019,613	\$ 7,848,339	\$ 10,540,900	\$ 11,266,000	\$ 10,326,500	\$ (939,500)

FUNDING SOURCES						
General Fund	4,044,932	4,377,866	6,284,600	6,769,800	6,524,900	(244,900)
American Disabilities Act	15,660	-	-	-	-	-
CASp Certification & Training	7,205	-	-	-	-	-
Community Facilities District No. 5	2,169,060	2,331,854	2,488,900	2,526,400	2,739,300	212,900
Community Park Fees	16,619	5,571	12,500	12,500	-	(12,500)
Grants/Other Reimbursables	-	354,238	-	43,900	-	(43,900)
North West Rocklin Community Park Fees	-	-	920,000	920,000	-	(920,000)
Oak Tree Mitigation Fees	63,032	64,869	74,000	74,000	74,000	-
Park Development Fees	-	-	43,000	87,000	-	(87,000)
Park Tax Special Assessment	627,285	637,420	645,400	645,400	653,200	7,800
Quarry Park Amphitheater Events	9,328	25,023	36,500	151,000	295,100	144,100
Recreation Facilities Contribution	39,000	-	-	-	-	-
Technology Fee	27,492	51,497	36,000	36,000	40,000	4,000
TOTAL	7,019,613	7,848,339	10,540,900	11,266,000	10,326,500	(939,500)
Department Revenues	2,797,619	3,254,151	4,009,800	4,657,900	5,828,100	1,170,200
Net Resources/(Uses)	\$ (4,221,994)	\$ (4,594,188)	\$ (6,531,100)	\$ (6,608,100)	\$ (4,498,400)	\$ 2,109,700

	Actual FY2020/21	Actual FY2021/22	Original Budget FY2022/23	Revised Budget FY2022/23	Approved Budget FY2023/24	Change Increase/ (Decrease)
BUDGET SUMMARY						
Staffing						
Salaries & Benefits	2,426,592	2,477,120	2,905,900	2,905,900	3,037,900	132,000
Subtotal Staffing	2,426,592	2,477,120	2,905,900	2,905,900	3,037,900	132,000
Professional Services						
Professional Services	1,597,710	1,789,904	1,752,000	2,010,000	1,973,000	(37,000)
Maintenance Contracts	-	-	1,200	3,200	5,200	2,000
Subtotal Professional Services	1,597,710	1,789,904	1,753,200	2,013,200	1,978,200	(35,000)
Operating Expenses						
Advertising	3,761	14,905	35,100	51,100	80,000	28,900
Communications	41,661	37,380	51,400	50,800	54,600	3,800
Other Operating Expenses	26,372	46,423	36,000	36,000	40,000	4,000
Placer County Collection Fee	6,287	6,393	6,500	6,500	6,500	-
Rental/Lease	255,444	311,641	338,300	344,800	369,900	25,100
Repair & Maintenance	176,410	199,201	300,000	300,000	270,000	(30,000)
Small Business Support Grant	92,618	-	-	-	-	-
Supplies	383,450	415,765	459,800	467,100	614,800	147,700
Travel/Training/Meals	3,705	11,800	21,000	17,000	21,000	4,000
Uniforms	1,004	2,629	1,000	1,000	1,000	-
Utilities	1,065,681	1,129,922	1,150,000	1,160,000	1,207,000	47,000
Vehicle O&M/Fuel	245,807	204,535	210,700	210,700	252,600	41,900
Vehicle Replacement	-	112,884	48,600	123,600	185,900	62,300
Subtotal Operating Expenses	2,320,128	2,525,010	2,705,200	2,816,400	3,163,600	347,200
Other Uses						
Transfer to General Fund	620,998	631,027	638,900	638,900	1,070,800	431,900
Transfer to Technology Fee	54,185	71,040	76,600	76,600	76,000	(600)
Subtotal Other Uses	675,184	702,067	715,500	715,500	1,146,800	431,300
Capital Outlay	-	354,238	2,461,100	2,815,000	1,000,000	(1,815,000)
TOTAL	\$ 7,019,613	\$ 7,848,339	\$ 10,540,900	\$ 11,266,000	\$ 10,326,500	\$ (939,500)

OVERVIEW OF SERVICES

The Rocklin Police Department provides law enforcement services to the citizens of Rocklin.



The department consists of four divisions: Administration, Operations, Investigations and Support Services.

ADMINISTRATION DIVISION

The Administration Division provides support to other divisions of the department. It also includes the Professional Standards Unit (PSU), which is primarily responsible for protecting the integrity and reputation of the Police Department. This entails managing the agency’s mandated training requirements to overseeing the complaint and commendation processes of police personnel. The PSU, in collaboration with Human Resources, coordinates testing, interviewing and background investigations to recruit the best possible candidates.

OPERATIONS DIVISION

The Operations Division is the largest division in the department, and consists of several police units including Patrol, SWAT, Animal Control, Canine, Reserve Program, Field Training, and Community Services.

INVESTIGATIONS DIVISION

The Investigations Division consists of several units: detectives assigned to the Rocklin Police Department, Placer County Special Investigations Unit (SIU), the Regional Auto Theft Task Force (RATTF), Tri-County Drug Enforcement Team (TRIDENT), Traffic/Motors, and Youth Services covering Sierra College, Rocklin High School, Whitney High School, Victory High School, and all Rocklin Unified Middle and Elementary Schools.

SUPPORT SERVICES DIVISION

The Support Services Division consists of the 911 Communications Center, Records, Technical Services, Crime Prevention and Volunteers.

ACCOMPLISHMENTS

- Deployed 32 Automatic License Plate Reader cameras throughout the City.
- Developed a Community Oriented Policing and Problem-Solving program to provide directed enforcement in response to specific community needs, with an emphasis on providing homeless outreach, and responding to organized retail crime.
- Boosted recruitment efforts by creating a recruitment webpage specific to the department at joinRocklinPD.org and re-established a recruitment team to attend events such as Patriot Day, job fairs, and other City-related events.
- Streamlined Police Operations through the use of multiple technologies. This includes the following newly implemented programs: Electronic Citation System, California Incident-Based Reporting System (CIBRS), National Incident-Based Reporting System, and Racial and Identity Profiling Act (RIPA).
- Increased community presence through various social media outlets, and experienced significant growth over all platforms in 2022. As documented in the Department's social media posts, there was an increase to in-person community engagement as well.

GOALS AND OBJECTIVES

- The department is working towards an overall Health & Wellness Program for staff to include enrichment training, physical and mental health, and a strong peer support team. The department recently received a \$41,000 grant from the State of California to use for this purpose and is in the process of determining where the funds will have the largest impact for personnel.
- Implement a fully operational Rocklin Police Department substation on the west side of the City to allow remote access to report writing stations and a place to interview reporting persons at a more convenient location on the far side of the City.
- Continue research and plan for future implementation of an innovative intelligence center, expanding our ability to work collaboratively with surrounding allied agencies by sharing information and increasing crime solvability potential.
- Continue to promote the City's recruitment page and focus efforts on innovative advertisement to capture the best qualified individuals to fill positions.
- Maintain, improve, and expand City partnerships that aid in crime prevention, and creating a safe community.
- Continue public education efforts regarding prevention of crimes of opportunity.

- Work towards increasing Police staffing.
- Evaluate the creation of a Real-Time Crime Center.
- Reduce Interagency Response Times through improved technology.
- Improve interoperability between law enforcement, fire and EMS agencies.

SIGNIFICANT CHANGES FROM THE PRIOR BUDGET

- Added two Police Officer positions (2.0 FTE) and vehicles in the Police Operations Division.
- Vehicle replacement includes funds to replace and upgrade the police crime scene investigation van for response to major crime incidents (\$150,000).

	Actual FY2020/21	Actual FY2021/22	Original Budget FY2022/23	Revised Budget FY2022/23	Approved Budget FY2023/24	Change Increase/ (Decrease)
POSITION SUMMARY						
Administrative Analyst	-	0.50	0.50	0.50	0.50	-
Animal Control Officer	2.00	-	-	-	-	-
Community Service Officer	4.00	6.00	6.00	6.00	6.00	-
Crime Analyst	1.00	1.00	1.00	1.00	1.00	-
Evidence/Property Technician	1.47	1.47	1.47	1.47	1.50	0.03
Executive Assistant	1.00	1.00	1.00	1.00	1.00	-
Manager of Police Records and Comm	1.00	1.00	1.00	1.00	1.00	-
Police Captain	2.00	2.00	2.00	2.00	2.00	-
Police Chief	1.00	1.00	1.00	1.00	1.00	-
Police Clerk	0.47	0.47	0.47	0.47	0.50	0.03
Police Lieutenant	2.00	3.00	3.00	3.00	3.00	-
Police Officer	48.00	48.00	50.00	50.00	52.00	2.00
Police Records Clerk	3.00	3.00	3.00	3.00	3.00	-
Police Records Supervisor	1.00	1.00	1.00	1.00	1.00	-
Police Sergeant	9.00	9.00	9.00	9.00	9.00	-
Public Safety Dispatch Supervisor	2.00	2.00	2.00	2.00	2.00	-
Public Safety Dispatcher I/II	10.00	10.00	10.00	10.00	10.00	-
TOTAL	88.94	90.44	92.44	92.44	94.50	2.06

DIVISION BUDGET SUMMARY						
Administration	1,207,263	1,562,093	1,543,800	1,707,200	2,166,700	459,500
Investigations	5,141,531	4,725,907	4,410,400	4,404,400	5,455,400	1,051,000
Operations	10,290,937	11,367,689	13,019,000	13,222,000	13,578,800	356,800
Support Services	2,542,461	2,539,555	2,994,200	3,007,100	3,167,550	160,450
TOTAL	\$ 19,182,193	\$ 20,195,244	\$ 21,967,400	\$ 22,340,700	\$ 24,368,450	\$ 2,027,750

	Actual FY2020/21	Actual FY2021/22	Original Budget FY2022/23	Revised Budget FY2022/23	Approved Budget FY2023/24	Change Increase/ (Decrease)
FUNDING SOURCES						
General Fund	18,569,885	19,328,096	21,494,000	21,680,100	23,931,150	2,251,050
Asset Forfeiture - State	102,151	144,045	15,000	109,700	50,000	(59,700)
Grants/Other Reimbursables	-	92,640	-	-	-	-
Low & Moderate Income Housing Asset	-	-	-	-	2,500	2,500
Quarry Park Amphitheater Events	4,481	13,591	18,500	13,500	8,800	(4,700)
Supp Law Enforcement Services AB 3229	166,830	173,673	183,800	183,800	189,300	5,500
Traffic Safety/Police Grants	338,845	443,199	256,100	353,600	186,700	(166,900)
TOTAL	19,182,193	20,195,244	21,967,400	22,340,700	24,368,450	2,027,750
Department Revenues	2,162,744	2,322,001	1,769,200	1,959,300	1,851,500	(107,800)
Net Resources/(Uses)	\$ (17,019,448)	\$ (17,873,243)	\$ (20,198,200)	\$ (20,381,400)	\$ (22,516,950)	\$ (2,135,550)

BUDGET SUMMARY**Staffing**

Salaries & Benefits	17,470,678	17,368,129	18,541,400	18,595,100	20,595,200	2,000,100
Subtotal Staffing	17,470,678	17,368,129	18,541,400	18,595,100	20,595,200	2,000,100

Professional Services

Professional Services	233,846	225,677	341,000	348,200	622,700	274,500
Maintenance Contracts	257,367	276,285	333,000	413,600	194,100	(219,500)
Subtotal Professional Services	491,212	501,962	674,000	761,800	816,800	55,000

Operating Expenses

Advertising	436	3,419	5,000	20,000	20,500	500
Communications	14,915	11,450	57,000	58,300	48,600	(9,700)
Insurance Premiums	-	4,259	5,000	5,000	9,000	4,000
Licenses and Memberships	18,412	17,632	12,000	12,000	20,850	8,850
Non-Capital Equipment	48,223	264,055	133,500	154,900	195,500	40,600
Other Operating Expenses	11,977	12,158	-	-	-	-
Recruitments	5,140	5,228	10,000	10,000	14,000	4,000
Rental/Lease	-	-	-	6,700	24,000	17,300
Repair & Maintenance	2,545	55,330	21,500	14,100	31,000	16,900
Reserve Officer Expense	1,368	3,732	7,000	7,000	7,000	-
Supplies	148,979	233,059	113,600	126,200	184,000	57,800
Travel/Training/Meals	42,967	84,941	88,000	132,200	107,700	(24,500)
Uniforms	46,194	36,827	70,000	55,000	80,000	25,000
Vehicle O&M/Fuel	698,346	724,395	1,024,500	1,024,500	1,212,800	188,300
Vehicle Replacement	3,226	488,771	653,400	778,900	761,800	(17,100)
Subtotal Operating Expenses	1,042,729	1,945,256	2,200,500	2,404,800	2,716,750	311,950

Other Uses

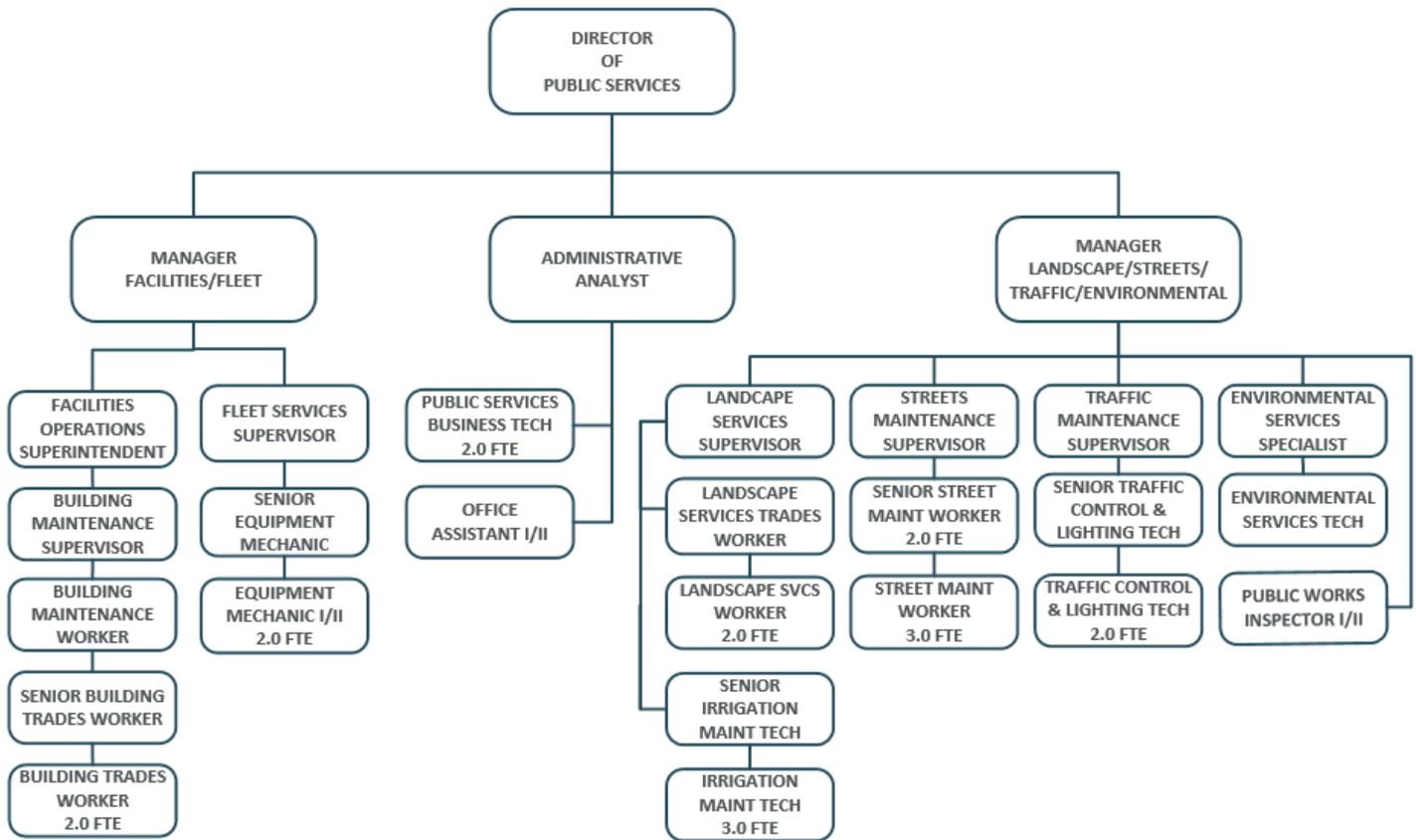
Transfer to General Fund	166,830	266,313	183,800	183,800	189,300	5,500
Transfer to Special Revenue Fund	-	3,143	11,600	11,600	44,400	32,800
Transfer to Technology Fee	4,212	3,422	6,100	6,100	6,000	(100)
Subtotal Other Uses	171,043	272,878	201,500	201,500	239,700	38,200

Capital Outlay

	6,532	107,019	350,000	377,500	-	(377,500)
TOTAL	\$ 19,182,193	\$ 20,195,244	\$ 21,967,400	\$ 22,340,700	\$ 24,368,450	\$ 2,027,750

OVERVIEW OF SERVICES

The primary responsibility of the Public Services Department is to maintain the City’s infrastructure in support of the community, the City’s General Plan, and other City departments. The department designs, builds and maintains facilities and other public areas, coordinates street excavation and pavement maintenance work, manages the City’s vehicle and equipment fleet, monitors water quality, and regulates street and sidewalk use while enhancing and protecting the public rights-of-way.



The department consists of seven divisions: Streets, Environmental Services, Landscape, Traffic Signals & Lighting/Operations, Facilities, Fleet Services and Administration.

STREETS DIVISION

The Streets Division is responsible for streets and alleys, storm water and creek maintenance, open space maintenance, and the City’s rights-of-way.

ENVIRONMENTAL SERVICES DIVISION

The Environmental Services Division is responsible for federal/state/local regulatory processes, procedures, permitting, and programs. Also, the City’s grazing, weed abatement, environmental, related community partnerships, and departmental risk management oversight are managed by this division.

LANDSCAPE DIVISION

The Landscape Division manages and repairs all landscape on City-owned streets, rights-of-way, and pocket parks. This includes the installation and maintenance of all City-owned fencing within the City right-of-way.

TRAFFIC SIGNALS & LIGHTING/OPERATIONS DIVISION

The Traffic Signals & Lighting/Operations Division is responsible for the safe and efficient movement of people, goods, and services throughout City roadways. The division manage the traffic signals, street lights, and all signs and roadway markings.

FACILITIES DIVISION

The Facilities Division is responsible for the design, development, and maintenance of all City facilities. This includes City Administrative Offices, Police, Fire, Recreation, and Rental Facilities.

FLEET SERVICES DIVISION

The Fleet Services Division acquires and maintains all City vehicles, including fire trucks, police cars and construction and maintenance equipment.

ADMINISTRATION DIVISION

The Administration Division provides administrative assistance/support to all divisions within the department. This includes, but is not limited to, project bid development and tracking, contract documentation management, financial and budget development and monitoring, as well as general administrative duties.

ACCOMPLISHMENTS

- Completed the Mountaingate Pavement Rehabilitation project.
- Completed prioritization of Local Road and Safety Plan (LRSP) implementation of green bike lanes and created a multi-year phasing plan.
- Completed the Rocklin Road at Pacific Road Roundabout project.
- Coordinated with FEMA and CalOES on declared storm emergencies: city-wide clean-up efforts, Tanus Circle Roadway/Drainage repair, and Midas Ave at Antelope Creek roadway closure.
- Continued implementation on California SB 1383 organic waste reduction requirements: contracted with Placer County for Tier II Inspection and Education Services, and established compliant purchasing policies and procedures.
- Purchased two Type III and one Type VI fire apparatuses. These apparatuses are being assembled with an anticipated delivery date in 2024.
- Completed the Mission Hills Phase III Roadway Rehabilitation project.
- Completed Cresleigh Springs and Cresleigh Ridge entryway monument signs foundation/structural repairs.

GOALS AND OBJECTIVES

- Assist in the transition of the Engineering Division to the Community Development Department.
- Update department Strategic Plan.
- Implement phasing plan for green bike lanes as part of the LRSP.
- Complete City Hall office space study and remodel.
- Update Stormwater Conveyance System and Drainage Infrastructure Prioritization Plan.
- Coordinate with Finance to provide SB 1383 departmental purchasing training on new policies and procedures.
- Update City-wide Americans with Disability Act Transition Plan.
- Update Pavement Management Plan.
- Update General Open Space Management Plan.
- Update Capital Improvement Plan documents to better compete for future grant funding opportunities.
- Continue to identify and pursue energy saving opportunities.
- Identify innovative solutions to infrastructure maintenance and enhancements.
- Identify critical gaps in City trails within the public right-of-way.
- Update the Infrastructure Reserve Study.

SIGNIFICANT CHANGES FROM THE PRIOR BUDGET

- Added a Landscape Services Worker position (1.0 FTE) for inspection, construction, and repair of landscapes. The majority of the position cost is offset by deleting non-permanent part-time budgets in the department.
- The Engineering Division was consolidated into the Community Development Department as part of the FY 2023/24 budget. Three positions (3.0 FTE) and associated budgets were moved from the Public Services Department to the Community Development Department.

	Actual FY2020/21	Actual FY2021/22	Original Budget FY2022/23	Revised Budget FY2022/23	Approved Budget FY2023/24	Change Increase/ (Decrease)
POSITION SUMMARY						
Administrative Analyst	-	1.00	1.00	1.00	1.00	-
Assistant City Manager	0.30	-	-	-	-	-
Assistant Civil Engineer	1.00	1.00	1.00	1.00	-	(1.00)
Associate Civil Engineer	1.00	1.00	1.00	1.00	-	(1.00)
Building Maintenance Supervisor	1.00	1.00	1.00	1.00	1.00	-
Building Maintenance Worker	2.00	1.00	1.00	1.00	1.00	-
Building Trades Worker	2.00	2.00	2.00	2.00	2.00	-
Director of Public Services	1.00	1.00	1.00	1.00	1.00	-
Environmental Services Specialist	1.00	1.00	1.00	1.00	1.00	-
Environmental Services Technician	1.00	1.00	1.00	1.00	1.00	-
Equipment Mechanic I/II	3.00	3.00	3.00	2.00	2.00	-
Facilities Operations Superintendent	1.00	1.00	1.00	1.00	1.00	-
Fleet Services Supervisor	1.00	1.00	1.00	1.00	1.00	-
Irrigation Maintenance Technician	3.00	3.00	3.00	3.00	3.00	-
Landscape Services Supervisor	1.00	1.00	1.00	1.00	1.00	-
Landscape Services Trades Worker	1.00	1.00	1.00	1.00	1.00	-
Landscape Services Worker	1.00	1.00	1.00	1.00	2.00	1.00
Office Assistant I/II	1.00	1.00	1.00	1.00	1.00	-
Public Services Administrative Supervisor	1.00	-	-	-	-	-
Public Services Business Technician	1.00	1.00	2.00	2.00	2.00	-
Public Services Manager	1.00	2.00	2.00	2.00	2.00	-
Public Works Inspector I/II	1.00	1.00	1.00	1.00	1.00	-
Senior Building Trades Worker	1.00	1.00	1.00	1.00	1.00	-
Senior Construction Inspector	1.00	1.00	1.00	1.00	-	(1.00)
Senior Equipment Mechanic	-	-	-	1.00	1.00	-
Senior Irrigation Maintenance Technician	1.00	1.00	1.00	1.00	1.00	-
Senior Street Maintenance Worker	2.00	2.00	2.00	2.00	2.00	-
Senior Traffic Control and Lighting Tech	1.00	1.00	1.00	1.00	1.00	-
Street Maintenance Supervisor	1.00	1.00	1.00	1.00	1.00	-
Street Maintenance Worker I/II	3.00	3.00	3.00	3.00	3.00	-
Streets/Traffic Operations Manager	1.00	-	-	-	-	-
Traffic Control and Lighting Technician	2.00	2.00	2.00	2.00	2.00	-
Traffic Maintenance Supervisor	1.00	1.00	1.00	1.00	1.00	-
TOTAL	40.30	39.00	40.00	40.00	38.00	(2.00)

	Actual FY2020/21	Actual FY2021/22	Original Budget FY2022/23	Revised Budget FY2022/23	Approved Budget FY2023/24	Change Increase/ (Decrease)
DIVISION BUDGET SUMMARY						
Administration	326,805	254,181	380,100	380,100	437,700	57,600
Engineering	2,118,570	5,604,312	6,961,300	9,470,200	-	(9,470,200)
Facilities	3,217,583	2,390,324	3,588,800	3,898,100	5,857,500	1,959,400
Fleet Services	2,310,032	2,474,894	2,966,800	3,054,300	3,459,800	405,500
Landscape	3,128,513	3,090,828	3,618,000	3,618,000	3,568,300	(49,700)
Traffic Signals & Lighting/Operations	2,410,492	2,138,346	2,352,800	2,352,800	2,342,100	(10,700)
Streets	5,219,166	5,339,636	6,000,900	7,312,300	6,785,500	(526,800)
TOTAL	\$ 18,731,160	\$ 21,292,522	\$ 25,868,700	\$ 30,085,800	\$ 22,450,900	\$ (7,634,900)

FUNDING SOURCES						
General Fund	3,471,868	3,310,957	5,545,100	5,501,800	4,972,100	(529,700)
American Rescue Plan Act	-	100,295	-	38,000	500,000	462,000
Bicycle and Pedestrian	-	-	70,000	70,000	-	(70,000)
Boroski Landfill Monitoring	34,254	28,324	28,100	28,100	28,100	-
Capital Construction Fees	621,938	113,435	136,300	136,300	1,298,700	1,162,400
CDBG - HUD Entitlement	187,255	197,467	184,800	184,800	195,100	10,300
CFD No. 6 Open Space Maintenance	282,878	235,954	355,000	355,000	310,500	(44,500)
Community Facilities District No. 5	2,166,286	2,236,690	2,645,100	2,645,100	2,562,700	(82,400)
Gas Tax	1,449,002	1,471,830	2,103,500	2,103,500	707,100	(1,396,400)
Grants/Other Reimbursables	-	-	100,300	100,300	60,300	(40,000)
Lighting Maintenance District No. 1	226,528	234,683	228,900	228,900	231,800	2,900
Oak Tree Mitigation Fees	66,387	74,506	79,000	79,000	78,500	(500)
Public Facilities Impact Fees	-	-	-	111,300	-	(111,300)
Rocklin PFA - Capital	360,885	-	-	-	-	-
Sales Tax SB 325	3,272,765	3,000,872	3,048,900	3,541,200	3,864,800	323,600
SB 1 - Road Maintenance & Rehabilitation	891,388	1,861,608	532,800	1,738,300	729,600	(1,008,700)
SB 325 Transit Fund	411,858	590,582	902,900	902,900	1,023,600	120,700
Streets Maintenance Reserve	237,508	-	-	-	-	-
Streets Sr/Grants Fund	438,963	3,129,317	4,527,700	5,103,400	-	(5,103,400)
Traffic Circulation Impact Fee	28,852	-	32,200	32,200	-	(32,200)
Vehicle Fleet Management	2,310,032	2,474,894	2,966,800	3,054,300	3,459,800	405,500
Wetlands Maintenance Parcel 34	2,345	2,427	2,500	2,500	2,600	100
Whitney Ranch Interchange Fees	10,883	3,279	-	-	-	-
Whitney Ranch Trunk Sewer Project	12,826	29,848	-	1,750,100	-	(1,750,100)
Landscaping & Lighting Maint. District No. 2	2,242,962	2,191,222	2,378,800	2,378,800	2,425,600	46,800
American Disabilities Act	3,500	4,331	-	-	-	-
TOTAL	18,731,160	21,292,522	25,868,700	30,085,800	22,450,900	(7,634,900)
Department Revenues	3,670,053	6,520,074	8,015,100	8,628,800	6,053,000	(2,575,800)
Net Resources/(Uses)	\$ (15,061,107)	\$ (14,772,447)	\$ (17,853,600)	\$ (21,457,000)	\$ (16,397,900)	\$ 5,059,100

	Actual FY2020/21	Actual FY2021/22	Original Budget FY2022/23	Revised Budget FY2022/23	Approved Budget FY2023/24	Change Increase/ (Decrease)
Staffing						
Salaries & Benefits	5,499,756	5,227,442	6,025,200	6,025,200	5,444,500	(580,700)
Subtotal Staffing	5,499,756	5,227,442	6,025,200	6,025,200	5,444,500	(580,700)
Professional Services						
Professional Services	2,420,757	2,557,289	3,594,200	3,761,600	3,343,000	(418,600)
Maintenance Contracts	215,583	242,017	254,400	270,800	298,000	27,200
Subtotal Professional Services	2,636,340	2,799,305	3,848,600	4,032,400	3,641,000	(391,400)
Operating Expenses						
Communications	27,118	33,925	44,600	39,500	34,600	(4,900)
Fleet Non-Capital	17,797	-	10,000	10,000	10,000	-
Fuel/Oil	308,379	449,143	425,000	425,000	525,000	100,000
Insurance Premiums	86,288	111,179	108,100	113,900	125,000	11,100
Licenses and Memberships	175,460	160,529	179,000	192,700	82,600	(110,100)
Non-Capital Equipment	51,898	59,910	32,500	1,783,600	40,000	(1,743,600)
Other Operating Expenses	-	3,300	-	-	-	-
Placer County Collection Fee	64	114	-	-	-	-
Rental/Lease	39,280	43,129	68,000	64,800	58,000	(6,800)
Repair & Maintenance	2,948,052	2,949,084	1,680,700	2,002,600	1,527,500	(475,100)
Supplies	541,239	448,881	507,500	496,900	494,200	(2,700)
Travel/Training/Meals	13,607	27,471	37,500	47,200	39,000	(8,200)
Uniforms	2,845	5,456	3,900	3,900	4,300	400
Utilities	1,944,567	2,055,643	2,031,700	1,986,900	2,172,700	185,800
Vehicle O&M	164,884	192,950	165,000	165,000	225,000	60,000
Vehicle O&M/Fuel	564,588	570,739	619,300	619,300	686,900	67,600
Vehicle Replacement	186,139	444,145	316,900	408,600	231,900	(176,700)
Subtotal Operating Expenses	7,072,205	7,555,599	6,229,700	8,359,900	6,256,700	(2,103,200)
Other Uses						
Engineering Transfer Out	44,916	79,800	83,600	83,600	53,600	(30,000)
Transfer to Capital Improvement	-	-	-	-	500,000	500,000
Transfer to General Fund	2,345	2,427	102,800	102,800	1,251,900	1,149,100
Transfer to Technology Fee	10,673	7,882	7,600	7,600	8,800	1,200
Subtotal Other Uses	57,934	90,109	194,000	194,000	1,814,300	1,620,300
Debt Service/Depreciation	792,707	840,133	1,135,600	1,135,600	1,345,400	209,800
Capital Outlay	2,672,218	4,779,932	8,435,600	10,338,700	3,949,000	(6,389,700)
TOTAL	\$18,731,160	\$21,292,522	\$25,868,700	\$30,085,800	\$22,450,900	\$ (7,634,900)

OVERVIEW OF SERVICES

Activities accounted for in the Non-Departmental section include costs and programs that are not directly associated with an individual department. Examples of expenditures budgeted in this section includes City-wide general liability expenditure budget allocated to each fund, transfers out to reserves, and resource transfers to other funds.

	Actual FY2020/21	Actual FY2021/22	Original Budget FY2022/23	Revised Budget FY2022/23	Approved Budget FY2023/24	Change Increase/ (Decrease)
POSITION SUMMARY						
There are no positions in this budget	-	-	-	-	-	-
TOTAL	-	-	-	-	-	-

FUNDING SOURCES						
General Fund	2,041,530	1,219,572	2,301,900	4,971,400	3,118,800	(1,852,600)
CFD No. 6 Open Space Maintenance	46,306	35,534	55,900	55,900	50,300	(5,600)
Community Facilities District No. 10	8,331,432	-	-	-	-	-
Community Facilities District No. 5	730,375	677,601	816,600	816,600	800,200	(16,400)
Community Park Fees	2,523	1,543	100	100	-	(100)
Cons. Easement Endowment	3,156	1,134	1,200	1,200	11,500	10,300
Gas Tax	265,628	237,338	348,700	348,700	193,300	(155,400)
Landscaping & Lighting Maint. District No. 2	357,215	306,396	357,400	357,400	345,600	(11,800)
Lighting Maintenance District No. 1	1,768	1,943	4,700	4,700	5,400	700
Oak Tree Mitigation Fees	19,373	17,055	-	-	-	-
Public Facilities Impact Fees	16,967	18,406	10,200	10,200	-	(10,200)
Quarry Park Amphitheater Events	179	274	500	500	800	300
Rocklin PFA - Capital	177	-	-	-	-	-
Sales Tax SB 325	472,928	381,712	412,000	412,000	1,004,200	592,200
Traffic Circulation Impact Fee	150,308	105,464	112,700	112,700	69,300	(43,400)
Treasury- DOF- Cares	759,311	-	-	-	-	-
Vehicle Fleet Management	64,918	61,395	77,100	77,100	84,900	7,800
Whitney Ranch Interchange Fees	222,741	-	-	-	-	-
Whitney Ranch Trunk Sewer Project	-	-	-	-	44,500	44,500
TOTAL	13,486,833	3,065,368	4,499,000	7,168,500	5,728,800	(1,439,700)
Department Revenues	63,765,553	65,040,191	64,962,000	67,711,400	66,194,500	(1,516,900)
Net Resources/(Uses)	\$ 50,278,720	\$ 61,974,823	\$ 60,463,000	\$ 60,542,900	\$ 60,465,700	\$ (77,200)

	Actual FY2020/21	Actual FY2021/22	Original Budget FY2022/23	Revised Budget FY2022/23	Approved Budget FY2023/24	Change Increase/ (Decrease)
Staffing						
Salaries & Benefits	-	-	40,000	40,000	40,000	-
Subtotal Staffing	-	-	40,000	40,000	40,000	-
Operating Expenses						
General Liability Insurance Allocation	996,192	1,093,704	1,256,600	1,256,600	1,859,100	602,500
Other Operating Expenses	-	-	842,300	842,300	1,150,000	307,700
Placer County Collection Fee	239,924	244,472	263,100	263,100	278,200	15,100
Supplies	-	-	50,000	50,000	-	(50,000)
Subtotal Operating Expenses	1,236,116	1,338,176	2,412,000	2,412,000	3,287,300	875,300
Other Uses						
Transfer to Capital Improvement	222,741	-	-	1,098,000	-	(1,098,000)
Transfer to Debt Service	177	-	-	-	-	-
Transfer to General Fund	1,681,804	-	-	673,500	44,500	(629,000)
Transfer to GF - Fac Maint. Allocation	167,956	165,700	207,300	207,300	199,100	(8,200)
Transfer to GF - ICA	1,677,260	1,436,490	1,715,500	1,715,500	2,077,100	361,600
Transfer to Internal Service	-	-	-	898,000	-	(898,000)
Transfer to Special Revenue Fund	3,156	1,134	1,200	1,200	11,500	10,300
Transfer to Technology Fee	163,797	123,428	122,900	122,900	69,300	(53,600)
Subtotal Other Uses	3,916,891	1,726,751	2,046,900	4,716,400	2,401,500	(2,314,900)
Debt Service/Depreciation	2,395	440	100	100	-	(100)
Capital Outlay	8,331,432	-	-	-	-	-
TOTAL	\$ 13,486,833	\$ 3,065,368	\$ 4,499,000	\$ 7,168,500	\$ 5,728,800	\$ (1,439,700)



SECTION 5: DEFINITIONS

GOVERNMENTAL FUNDS**GENERAL FUNDS**

General Fund 100	The primary operating fund of the City. It is used to account for all activities except those legally or administratively required to be accounted for in other funds.
Americans with Disabilities Act (ADA) 737	The ADA is a federal civil rights law that prohibits discrimination against individuals with disabilities in all areas of public life, including all public and private places that are open to the general public. This fund accounts for monies used for services and improvements to facilities for individuals with disabilities.
Boroski Landfill Monitoring 727	This fund accounts for costs to monitor the previous Landfill area.
Building Reserve Fund 180	Pursuant to the City's Key Management Practices, the Building Reserve Fund accounts for set aside funds to fund capital maintenance projects to sustain existing City facilities or to support the expansion of existing City facilities to address the workforce needs of the City services.
General Fund Economic Development 122	This fund accounts for committed funds previously set aside to be used for economic development activities pursuant to the City's Key Management Practices.
General Fund Quarry Park Adventure Shortfall 115	This is a general fund-type fund that accounts for a set aside for Quarry Park Adventures operating shortfalls.
General Fund Quarry Park Amphitheater Events 111	This is a general fund-type fund that accounts for the special event activities hosted by the Parks and Recreation Department at the Quarry Park Amphitheater.
Park Infrastructure Fund 170	This fund accounts for committed funds previously set aside for parks infrastructure projects.
Retirees Health 151	This fund accounts for monies to fund the Retirees' Health premium payments and to fund the Retirees' Health Trust.
Technology Fees 130	This fund accounts for fees collected to cover the cost of e-commerce and related technology systems.
SPECIAL REVENUE FUNDS	
American Rescue Plan Act 266	This fund accounts for funds received through the Federal American Rescue Plan Act.

Asset Forfeiture (Federal) 243	This fund accounts for funds received by the Police Department from the Federal Government to share assets forfeited in cases worked on with joint efforts. Funds are to be used to support law enforcement efforts.
Asset Forfeiture (State) 242	This fund accounts for funds received by the Police Department from the State. 15% of these funds must be set aside to combat drug abuse and divert gang activity. Funds remaining after the 15% set aside are to be used to support law enforcement efforts.
Bicycle and Pedestrian 212	This fund accounts for SB 325 (Local Transportation Fund) amounts designated for Bicycle and Pedestrian transit needs of local government.
CASp Certification and Training 248	This fund accounts for SB 1186 monies collected for staff training for construction-related state accessibility requirements.
CDBG 2000 (Oak Court) 253	This fund accounts for State Community Development Block Grant funds received for the City's down payment assistance program for purchasers of Oak Court residences.
CDBG First-Time Home Buyers 254	This fund accounts for State Community Development Block Grant funds received for the City's down payment assistance program for first time home buyers.
CDBG Housing and Urban Development Entitlement 257	This fund accounts for funds received from Federal Community Development Block Grant entitlement grant awards to be used for Public Services, Housing and Capital, Planning and Administration of Grant.
CDBG Housing Rehabilitation 251	This fund accounts for State Community Development Block Grant funds received for the City's Housing Rehabilitation Program.
CDBG HUD Coronavirus 258	This fund accounts for funds received from the Federal Coronavirus Aid, Relief, and Economic Security Act (CARES Act) through the Department of Housing and Urban Development to be used to prevent, prepare for, and respond to COVID-19.
Community Facilities District 1 231	This fund accounts for special tax monies used for fire protection, fire suppression, and paramedic services.
Community Facilities District 5 232	This fund accounts for special tax monies used for streets and parkway lights, streetscapes, open space and parks.
Community Facilities District 6 233	This fund accounts for special tax monies used for operation and maintenance of open space and storm drainage facilities.
Costco Settlement 209	Funds are to be used in accordance with the Settlement Agreement between Costco, Town of Loomis, and City of Rocklin, dated October 2022.
DOF Treasury Coronavirus 259	This fund accounts for funds received from the CARES Act through the Department of Finance to be used to prevent, prepare for, and respond to COVID-19.

Grant & Other Reimbursables 275	This fund accounts for reimbursable costs for grants or other reimbursement agreements.
LCTP 219	This fund accounts for monies from the state-funded Low Carbon Transportation Program to reduce greenhouse gas emissions and improve mobility.
Lighting & Landscape Maintenance District No. 2 235	This fund accounts for special assessment monies used for lighting and landscape of public areas within the District.
Lighting Maintenance District No. 1 230	This fund accounts for special assessment monies used for lighting of public areas within the District.
Low and Moderate Housing 270	This fund accounts for the housing assets to be used for low and moderately low-income housing.
Motor Vehicle Fuel Tax (Gas Tax) 201	This fund accounts for monies received from the State of California under various State statutes. The allocations must be spent for street transportation-related purposes.
Opioid Settlement 247	Funds are for opioid remediation as allowed by Section VI(B)(2) of the Opioid Settlement Agreement and amendments between California cities and counties with Janssen Pharmaceuticals and its parent company Johnson & Johnson, and its distributors, dated July 21, 2021.
Park Development and Maintenance Tax 236	This fund accounts for special tax monies used for maintenance, development, repair and operation of parks.
Recreation Facilities Contribution 221	This fund accounts for monies collected for recreation facilities construction and improvements.
SB1- Road Maintenance & Rehab Allocation 205	This fund accounts for monies designated by the Road Repair and Accountability Act of 2017 (SB 1) to be used for maintenance, rehabilitation and safety improvements of streets and highways.
SB325 Sales Tax 210	This fund accounts for the remaining sales tax revenue collected in accordance with SB 325 (Local Transportation Fund) to be used for maintenance of streets.
SB325 Transit Funds 211	This fund accounts for monies from the SB 325 (Local Transportation Fund) and State Transit Assistance funds for the transit needs of local government.
Streets Grants Fund 240	This fund accounts for various grants related to street projects.

Supplemental Law Enforcement 736	This fund accounts for state funds received to be used for public safety purposes.
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Traffic Safety/PD Grants 244	This fund accounts for monies received for traffic safety programs and police grants.
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CAPITAL PROJECT FUNDS

Capital Construction Tax 304	This fund accounts for taxes imposed on the privilege of the construction of new buildings; the conversion of any existing building from a non-residential to residential use; and an addition to any building. Funds can be used for development of public facilities and acquisition of fire equipment and is the funding source to pay the debt payments in the Capital Construction Debt Service Fund (Fund 400).
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Community Center Impact Fee 328	This fund accounts for impact fees used for new or additions to existing community recreation center facilities.
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Community Park Fees 301	This fund accounts for impact fees used for community parks and City-wide recreational facility construction and improvements to reduce the impacts caused by new development within the City.
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NW Rocklin Community Park Fees 307	This fund accounts for impact fees used to fund the North West Rocklin Community Park.
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Oak Tree Mitigation Fees 305	This fund accounts for fees used to help mitigate the decline of oak woodlands due to urbanization.
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Park Development Fees 300	This fund accounts for fees to be used for the development, installation, servicing, maintenance, repair and operation of parks and related recreation and facilities.
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Public Facilities Impact Fees 308	This fund accounts for impact fees used to fund expansion of public facilities to serve new development within the City.
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Traffic Circulation Impact Fees 302	This fund accounts for impact fees used to finance street construction and improvements to reduce the impacts caused by new development within the City.
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Trails Impact Fees 321	This fund accounts for impact fees used to construct additional trails to reduce the impacts caused by new development within the City.
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Whitney Ranch Interchange Fees 325	This fund accounts for impact fees used to develop the Whitney Ranch/Highway 65 Interchange.
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Whitney Ranch Trunk Sewer Project 306	This fund accounts for impact fees used to fund the Whitney Ranch Trunk Sewer Project.
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DEBT SERVICE FUND

Capital Construction Debt Service 400	This fund accounts for the principal and interest payments on capital construction debt such as Lease Revenue Bonds.
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PERMANENT FUNDS

Conservation Easement Endowment 729	This fund accounts for an endowment from which the income will fund initial preserve area maintenance and operations in Sunset Ranchos Phase I.
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Wetlands Maintenance 728	This fund accounts for an endowment from which the income will fund ongoing maintenance of wetlands on a single lot parcel in Stanford Ranch Phase III.
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INTERNAL SERVICE FUNDS

Fleet Management 500	An internal service fund used to account for the cost of maintenance of all City vehicles and a reserve to offset future replacement costs.
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Risk Management 525	An internal service fund to account for and finance the risk management functions for the City. This includes general liability, workers compensation, property damage, dental, vision, and other insurance expenditures and also holds reserves for Self-Insured Losses and Disaster Contingency.
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FIDUCIARY FUND

Public Arts Trust Fund 739	This fund accounts for donations and expenditures for public arts projects.
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TERM	DEFINITION
Actual	Actual level of expenditures/FTE positions/revenues approved for fiscal year as noted.
Appropriation	An authorization by the City Council, which permits officials to incur obligations and expend City resources, for a specific purpose within a fiscal year.
Assessment	Revenue collected for City services that benefit properties in specific areas or districts.
Assessment District	A separate local government agency formed to provide specific services. Property owners within the Assessment District boundary pay the district in proportion to the benefits or services they receive.
Balanced Budget	The amount of budgeted expenditures is equal to or less than the amount of budgeted revenues plus other available resources.
Beginning/Ending Fund Balance	Unencumbered budgetary resources available in a fund from the prior/current year after payment of the prior/current year's expenses. Not necessarily cash on hand.
Budget	An annual financial plan consisting of draft/adopted expenditures for specific purposes and the draft/adopted means of financing them.
California Public Employees' Retirement System (CalPERS)	The nation's largest public pension fund, providing health and retirement benefits to more than 1.6 million state, public school, and local public agency employees, retirees, and their families. The City contracts with CalPERS for health and retirement benefits.
Capital Assets	Capital assets include land, improvements to land, easements, building improvements, vehicles, machinery, equipment, works of art and historical treasures, infrastructure, and all other tangible or intangible assets that are used in operations and that have initial useful lives extending beyond a single reporting period.
Capital Improvement Plan (CIP)	An ongoing five-year plan of single and multiple-year capital expenditures which is annually updated.
Capital Outlay	A specific undertaking involving procurement, construction or installation of facilities, or related equipment, that improves, preserves, enhances, or modernizes the City's provision of municipal services, has a useful life in excess of one year, and costs in excess of \$10,000. The threshold for infrastructure is in excess of \$100,000. Capital outlays may include construction or major repair of City buildings and facilities such as streets, roads, storm drains, traffic signals, lights, parks, community centers, etc.

Community Facilities District (CFD)	The Mello-Roos Act (1982) allows any county, city, special district, school district, or joint powers authority to establish a CFD that allow for financing of public improvements and services. To establish a CFD, voters within the district must approve its creation by a two-thirds vote of property owners.
Debt Service	The costs of paying the principal and interest on borrowed money according to a predetermined payment schedule.
Department	Refers to the City Council; City Manager; City Attorney; City Clerk; Administrative Services, Community Development; Fire; Parks and Recreation; Police; and Public Services.
Division	A roll-up of units within a department. There are one or more units within a division.
Equipment	Capital outlay for tangible property of a relatively permanent nature, such as vehicles or equipment with a unit cost of \$10,000 or more.
Financial Accounting Standards Board (FASB)	An independent standards-setting body designated to set accounting and financial reporting standards for commercial entities and nongovernmental not-for-profit entities.
Fiscal Year (FY)	A time period designated by the City signifying the beginning and ending period for recording financial transactions. The City has a fiscal year from July 1 through June 30, referred to as FY 2023/24 or FY 24.
Full-Time Equivalent (FTE)	A unit indicating the workload of a position in order to distinguish workloads comparable to a full-time position. An FTE of 1.0 means that the position is equivalent to a full-time workload; an FTE of 0.5 means that the position is half-time.
Fund	A group of related accounts used to maintain control over resources that have been segregated for specific activities or purpose.
Fund Balance	The total money remaining after current expenditures for operations and capital improvements are subtracted from the sum of the beginning fund balance and current resources.
Franchise Fee	A franchise fee is charged for the privilege of using public rights-of-way and property within the City for public or private purposes. The City assesses franchise fees on cable television providers, utilities, and trash collection contractors.

Generally Accepted Accounting Principles (GAAP)	Accounting rules used to prepare financial statements for publicly traded companies and many private companies in the United States. Generally accepted accounting principles for local and state governments operates under a different set of assumptions, principles, and constraints, as determined by the Government Accounting Standards Board (GASB).
Government Accounting Standards Board (GASB)	GASB was established for the purpose of creating and implementing consistent standards of accounting and financial reporting among all state and local governmental entities.
General Fund	The City's principal operating fund, which is supported by taxes and fees and which, generally, has no restrictions on its use. Expenditures may be described as discretionary and non-discretionary.
Grant	Contributions of cash or other assets provided by external agencies, which are restricted to a specific purpose, have a time limit for use, and frequently are reimbursed after incurring eligible costs.
Indirect Cost	Elements of costs necessary in the performance of a service that are not readily identified to the unit of service, such as administration, supplies, etc.
Internal Service Fund (ISF)	An ISF provides services to all City Departments and charges the various other funds for services rendered. ISFs should be self-supporting.
Non-Departmental	Program costs that do not relate to any one department, but represent costs of a general citywide nature.
Ordinance	A law or regulation made by a city or town government.
Operating Budget	Annual appropriation of funds for ongoing program costs, including staffing, other services and supplies, equipment, debt service/depreciation.
Other Post-Employment Benefits (OPEB)	Benefits that an employee will begin to receive at the start of retirement, not including pension benefits.
Revised	Level of expenditures/FTE positions/Revenues reflecting adjustments made during the current fiscal year.
Resolution	A formal declaration by the City Council.
Resources	Total dollars available for appropriation during the fiscal year, including estimated revenues, transfers-in, and beginning fund balance.

Revenue	Income received from the following categories: taxes, charges for fees and services; licenses and permits; use of money and property; intergovernmental; fines, forfeitures, and penalties; miscellaneous revenues; and transfers in from other funds.
Services and Supplies	Costs of contractual or outside services, office supplies, and equipment.
Staffing	The personnel costs of a City program, including salaries and wages, direct and indirect benefits, such as health insurance, retirement contribution, worker's compensation, unemployment insurance, etc.
Surplus	An excess of total current resources over total current requirements/obligations.
Variance	Changes in expenditures, revenues, or staffing levels between fiscal years.

ACRONYM	DESCRIPTION
AB	Assembly Bill
ADA	Americans with Disabilities Act
CalPERS	California Public Employees’ Retirement System
CDBG	Community Development Block Grant
CMO	City Manager’s Office
CSMFO	California Society of Municipal Finance Officers
ACFR	Annual Comprehensive Financial Report
CIP	Capital Improvement Plan
DFEH	Department of Fair Employment and Housing
CDPH	California Department of Public Health
EIR	Environmental Impact Report
FY	Fiscal Year
FLSA	Fair Labor Standards Act
FMLA	Family Medical Leave Act
FT	Full-Time
PT	Part-Time
FTE	Full-Time Equivalent
GF	General Fund
GO	General Obligation
GAAFR	Governmental Accounting, Auditing, and Financial Reporting
GASB	Governmental Accounting Standards Board
GFOA	Government Finance Officers Association of the United States of America
HIPPA	Health Insurance Portability and Accountability Act of 1996
IAFF	International Association of Fire Fighters
IS	Information System
IT	Information Technology
LT	Limited Term

MOU	Memorandum of Understanding
NCCSIF	Northern California Cities Self Insurance Fund
OSHA	Occupational Safety and Health Agency
PCI	Payment Card Industry
PFFP	Public Facilities Financing Plan
PG&E	Pacific Gas and Electric
PPT	Permanent Part-Time
PRA	Public Records Act
SB	Senate Bill
STR	Short-Term Rental
TPT	Temporary Part-Time
VLF	Vehicle License Fee



APPENDICES

**Fund Analysis
Fiscal Year 2023/24 Budget**

Fund No.	Fund Description	Beginning Balance	Revenue	Expenditures	Interest	Transfers In	Transfers Out	Ending Balance
ALL FUNDS								
100	General Fund Reserved							
	Building Repair Allocation	1,189,000	-	-	-	-	1,189,000	-
	Park Infrastructure Reserve	424,100	-	-	-	-	424,100	-
	Assigned Fund Balance	9,435,600	-	1,000,000	-	-	-	8,435,600
	Operating Reserve	14,938,300	-	-	-	788,100	-	15,726,400
	General Fund Reserved Totals	25,987,000	-	1,000,000	-	788,100	1,613,100	24,162,000
	General Fund Unreserved	15,340,700	59,018,800	64,356,700	909,200	4,955,600	441,800	15,425,800
	Total General Fund	41,327,700	59,018,800	65,356,700	909,200	5,743,700	2,054,900	39,587,800
111	Quarry Park Amphitheater Events	4,000	304,700	304,700	-	-	-	4,000
115	Quarry Park Adventures Reserve	240,000	-	-	-	-	-	240,000
122	Economic Development	775,500	-	95,000	-	-	-	680,500
130	Technology Fees	1,129,500	-	1,111,100	-	443,400	-	461,800
151	Retirees Health	658,100	2,365,000	2,365,000	17,800	-	-	675,900
170	Park Infrastructure Reserve	-	-	-	-	424,100	-	424,100
180	Building Reserve	-	-	-	-	1,189,000	-	1,189,000
201	Gas Tax	93,800	2,053,400	860,900	16,900	-	137,900	1,165,300
205	SB 1 - Road Maintenance & Rehabilitation	419,800	1,771,500	702,800	27,800	-	26,800	1,489,500
209	Costco Settlement	3,755,200	-	-	-	-	-	3,755,200
210	Sales Tax SB 325	5,644,000	5,058,600	8,301,900	97,000	-	1,019,800	1,477,900
211	SB 325 Transit Fund	50,000	973,600	1,023,600	-	-	-	-
212	Bicycle and Pedestrian	-	100,000	100,000	-	-	-	-
221	Recreation Facilities Contribution	1,600	-	-	-	-	-	1,600
230	Lighting Maintenance District No. 1	-	252,400	250,200	-	-	2,200	-
231	Community Facilities District No. 1	-	2,284,300	22,800	-	-	2,261,500	-
232	Community Facilities District No. 5	4,342,400	7,012,700	5,497,600	124,500	11,500	725,100	5,268,400
233	CFD No. 6 - Open Space Maintenance	253,200	351,800	339,300	6,200	-	42,900	229,000
235	Landscaping & Lighting Maint. District No. 2	1,374,700	2,684,700	2,515,400	32,900	-	316,100	1,260,800
236	Park Tax Special Assessment	-	653,200	6,500	-	-	646,700	-
240	Streets Grants Fund	-	5,470,500	5,470,500	-	-	-	-
242	Asset Forfeiture - State	414,400	100,000	50,000	16,300	-	-	480,700
243	Asset Forfeiture - Federal	17,500	-	-	400	-	-	17,900
244	Traffic Safety/Police Grants	-	142,300	186,700	-	44,400	-	-
248	CASp Certification & Training	67,200	-	-	-	-	-	67,200
251	CDBG Housing Rehabilitation	155,500	-	-	-	-	-	155,500
	CDBG Housing Rehabilitation Loans	188,000	-	-	-	-	-	188,000
253	CDBG 2000 - Oak Court	265,600	-	-	-	-	-	265,600
	CDBG 2000 - Oak Court Loans	110,000	-	-	-	-	-	110,000
254	CDBG - First-Time Home Buyers	103,200	-	-	-	-	-	103,200
	CDBG - First Time Home Buyers Loans	21,000	-	-	-	-	-	21,000
257	CDBG - HUD Entitlement	-	300,100	241,100	-	-	59,000	-
266	American Rescue Plan Act	-	500,000	-	-	-	500,000	-
270	Low & Moderate Income Housing Asset	8,805,600	-	2,807,500	190,200	-	150,000	6,038,300
	Low & Moderate Income Loans	4,219,100	-	-	-	-	-	4,219,100
275	Grants/Other Reimbursables	-	60,300	-	-	-	60,300	-
300	Park Development Fees	900,500	801,900	401,800	33,900	-	-	1,334,500
301	Community Park Fees	(177,000)	677,900	125,500	3,100	-	-	378,500
302	Traffic Circulation Impact Fee	17,127,700	1,717,500	2,021,500	443,400	-	69,300	17,197,800
	Traffic Circulation Impact Fee Loans	747,600	-	-	-	-	-	747,600

Fund Analysis (continued)
Fiscal Year 2023/24 Budget

Fund No.	Fund Description	Beginning Balance	Revenue	Expenditures	Interest	Transfers In	Transfers Out	Ending Balance
ALL FUNDS (continued)								
304	Capital Construction Fees	5,103,800	703,200	1,298,700	142,600	500,000	532,800	4,618,100
	Reserve For LRBS Debt Service	1,059,300	-	-	-	-	-	1,059,300
305	Oak Tree Mitigation Fees	98,600	44,000	152,500	-	-	4,800	(14,700)
306	Whitney Ranch Trunk Sewer Project	-	33,800	-	10,700	-	44,500	-
307	North West Rocklin Community Park Fees	69,200	419,400	-	7,100	-	-	495,700
308	Public Facilities Impact Fees	1,077,400	23,400	-	37,600	-	-	1,138,400
321	Trails Impact Fees	-	52,900	-	700	-	-	53,600
325	Whitney Ranch Interchange Fees	1,580,600	74,900	-	41,300	-	-	1,696,800
328	Community Recreation Center Facility Impact Fees	-	54,700	-	700	-	-	55,400
400	Capital Construction - Debt Service	-	-	532,800	-	532,800	-	-
500	Vehicle Fleet Management	3,841,000	3,363,400	3,485,700	118,800	-	59,000	3,778,500
	Vehicle Fleet Net Capitalized Assets	7,529,900	-	-	-	-	-	7,529,900
525	Risk Management	1,137,400	4,076,000	4,144,000	99,600	-	-	1,169,000
	Risk Mgmt - Reserves-Self-Insured Losses; Disaster Cont; NCCSIF	3,935,100	-	-	-	-	-	3,935,100
727	Boroski Landfill Monitoring	-	-	28,100	-	28,100	-	-
728	Wetlands Maintenance Parcel 34	56,300	-	-	2,600	-	2,600	56,300
729	Cons. Easement Endowment	453,500	-	-	11,500	-	11,500	453,500
736	Sup Law Enforcement Services AB 3229	-	189,300	-	-	-	189,300	-
TOTAL		\$ 118,977,500	\$ 103,690,200	\$ 109,799,900	\$ 2,392,800	\$ 8,917,000	\$ 8,917,000	\$ 115,260,600

JOB CLASSIFICATION	Bargaining Unit	Schedule	Range	Minimum	Maximum
Accountant I	AFSCME	B	28	62,790	86,556
Accountant II	AFSCME	B	33	71,041	97,930
Accounting Supervisor	Management	B	16	93,767	129,258
Accounting Technician I	AFSCME	B	21	52,823	72,817
Accounting Technician II	AFSCME	B	25	58,306	80,376
Administrative Analyst	AFSCME	B	39	82,385	113,569
Administrative Assistant	AFSCME	B	23	55,497	76,503
Animal Control Officer	Police	B	NSP6	58,902	80,277
Assistant City Attorney	Management	B	26	120,029	165,462
Assistant City Manager	Management	B	38	161,426	222,528
Assistant Civil Engineer	AFSCME	B	35	74,637	102,888
Assistant Land Surveyor	AFSCME	B	37	78,416	108,097
Assistant Planner	AFSCME	B	33	71,041	97,930
Associate Civil Engineer	AFSCME	B	43	90,938	125,359
Associate Management Analyst	Management	B	5	71,464	98,514
Associate Planner	AFSCME	B	39	82,385	113,569
Building Division Supervisor	AFSCME	B	39	82,385	113,569
Building Inspector I	AFSCME	B	26	59,764	82,385
Building Inspector II	AFSCME	B	32	69,308	95,542
Building Maintenance Supervisor	AFSCME	B	29	64,359	88,720
Building Maintenance Worker	AFSCME	B	20	51,534	71,041
Building Plans Examiner	AFSCME	B	31	67,618	93,212
Building Trades Worker	AFSCME	B	28	62,790	86,556
Chief Building Official	Management	B	23	111,459	153,648
City Attorney	Management	B	NA	-	219,480
City Clerk	Management	B	NA	-	110,210
City Engineer	Management	B	27	123,030	169,598
City Manager	Management	B	NA	-	252,000
Code Enforcement Officer	AFSCME	B	28	62,790	86,556
Code Enforcement Program Manager	Management	B	15	91,480	126,106
Code Enforcement Technician	AFSCME	B	14	44,438	61,258
Community Development Inspector	AFSCME	B	30	65,968	90,938
Community Development Technician	AFSCME	B	25	58,306	80,376
Community Service Officer	Police	B	NSP3	68,084	92,792
Construction Inspector I	AFSCME	B	26	59,764	82,385
Construction Inspector II	AFSCME	B	30	65,968	90,938
Crime Analyst	Police	B	NSP1	76,257	103,931
Departmental Administrative Specialist	Confidential	B	17	54,994	75,810
Deputy City Clerk	Confidential	B	20	59,223	81,639
Deputy Director of Administrative Services	Management	B	26	120,029	165,462
Deputy Fire Chief	Management	B	31	135,802	187,205
Deputy Fire Marshal	AFSCME	B	43	90,938	125,359
Director of Long-Range Planning and Housing	Management	B	23	111,459	153,648

JOB CLASSIFICATION (continued)	Bargaining Unit	Schedule	Range	Minimum	Maximum
Manager of Planning Services	Management	B	19	100,977	139,197
Manager of Police Records and Communications	Management	B	15	91,480	126,106
Office Assistant I	AFSCME	B	5	35,583	49,051
Office Assistant II	AFSCME	B	11	41,265	56,884
Paralegal	Confidential	B	24	65,371	90,114
Park Services Aide	AFSCME	B	5	35,583	49,051
Parks and Recreation Manager	Management	B	17	96,111	132,490
Parks Division Supervisor	AFSCME	B	37	78,416	108,097
Payroll Administrator	Management	B	6	73,250	100,977
Payroll Technician I	Confidential	B	17	54,994	75,810
Payroll Technician II	Confidential	B	20	59,223	81,639
Permit Center Supervisor	AFSCME	B	27	61,258	84,445
Permit Services Supervisor	AFSCME	B	33	71,041	97,930
Plan Check Engineer	AFSCME	B	44	93,212	128,493
Planning/Building Technician I	AFSCME	B	19	50,277	69,308
Planning/Building Technician II	AFSCME	B	23	55,497	76,503
Police Captain	Management	B	35	149,900	206,639
Police Chief	Management	B	40	169,598	233,793
Police Clerk	Temporary	B	NA	18.76	20.10
Police Community Program Coordinator	Police	B	NSP3	68,084	92,792
Police Lieutenant	Public Safety Mgr	B	SP 2	137,686	187,652
Police Officer	Police	B	SP 2	91,055	124,099
Police Officer Trainee	Police	B	NSP7	-	56,096
Police Records Clerk	Police	B	NSP7	56,096	76,453
Police Records Supervisor	Police	B	NSP3	68,084	92,792
Police Sergeant	Police	B	SP 1	111,943	152,567
Police Services Manager	Public Safety Mgr	B	SP 1	84,069	114,577
Police Technical Assets Coordinator	Police	B	NSP3	68,084	92,792
Principal Information Technology Analyst	Management	B	16	93,767	129,258
Principal Management Analyst	Management	B	20	103,501	142,677
Program Assistant I	Temporary	B	NA	15.50	16.60
Program Assistant II	Temporary	B	NA	16.28	17.43
Public Safety Dispatcher I	Police	B	NSP6	58,902	80,277
Public Safety Dispatcher II	Police	B	NSP3	68,084	92,792
Public Safety Dispatch Supervisor	Police	B	NSP0	78,680	107,232
Public Services Business Technician	AFSCME	B	27	61,258	84,445
Public Services Manager	Management	B	17	96,111	132,490
Public Services Operations Supervisor	AFSCME	B	35	74,637	102,888
Public Services Technician	AFSCME	B	22	54,143	74,637
Public Works Inspector I	AFSCME	B	26	59,764	82,385
Public Works Inspector II	AFSCME	B	30	65,968	90,938
Recreation Coordinator	AFSCME	B	23	55,497	76,503

JOB CLASSIFICATION (continued)	Bargaining Unit	Schedule	Range	Minimum	Maximum
Recreation Supervisor	AFSCME	B	31	67,618	93,212
Reserve Police Officer Coordinator	Temporary	B	NA	-	26.18
Senior Accountant	AFSCME	B	39	82,385	113,569
Senior Administrative Assistant	Confidential	B	11	47,421	65,371
Senior Building Maintenance Worker	AFSCME	B	22	54,143	74,637
Senior Building Trades Worker	AFSCME	B	30	65,968	90,938
Senior Construction Inspector	AFSCME	B	32	69,308	95,542
Senior Departmental Administrative Specialist	Confidential	B	20	59,223	81,639
Senior Engineer	Management	B	18	98,514	135,802
Senior Equipment Mechanic	AFSCME	B	28	62,790	86,556
Senior Information Technology Analyst	AFSCME	B	42	88,720	122,302
Senior Information Technology Specialist	AFSCME	B	35	74,637	102,888
Senior Irrigation Maintenance Technician	AFSCME	B	26	59,764	82,385
Senior Maintenance Worker	Temporary	B	NA	20.68	22.15
Senior Office Assistant	AFSCME	B	15	45,549	62,790
Senior Planner	AFSCME	B	44	93,212	128,493
Senior Police Technician	Confidential	B	20	59,223	81,639
Senior Public Safety Dispatcher	Police	B	NSP2	73,192	99,753
Senior Public Services Specialist	Temporary	B	NA	17.02	18.23
Senior Records Clerk	Police	B	NSP4	63,183	86,114
Senior Street Maintenance Worker	AFSCME	B	21	52,823	72,817
Senior Traffic Control and Lighting Technician	AFSCME	B	32	69,308	95,542
Special Events Production Coordinator	Temporary	B	NA	20.68	22.15
Street Maintenance Supervisor	AFSCME	B	33	71,041	97,930
Street Maintenance Worker I	AFSCME	B	15	45,549	62,790
Street Maintenance Worker II	AFSCME	B	17	47,855	65,968
Traffic Control and Lighting Technician	AFSCME	B	29	64,359	88,720
Traffic Maintenance Assistant	AFSCME	B	19	50,277	69,308
Traffic Maintenance Supervisor	AFSCME	B	37	78,416	108,097
Website Technician	Temporary	B	NA	25.00	26.78

RESOLUTION NO. 2023-109

RESOLUTION OF THE CITY COUNCIL OF THE CITY OF ROCKLIN
ADOPTING THE FISCAL YEAR 2023/24 BUDGET AND
2024-2028 CAPITAL IMPROVEMENT PLAN

WHEREAS, Chapter 3.28 of the Rocklin Municipal Code (RMC) requires the City Manager to submit to the City Council a proposed budget not later than May 15th, and the City Council adopt the final budget on or before June 30th of each year by resolution; and

WHEREAS, on May 23, 2023, pursuant to Chapter 3.28 of the RMC, the draft fiscal year (FY) 2023/24 budget and the draft 2024-2028 capital improvement plan were discussed at a public meeting of the City Council; and

WHEREAS, the City of Rocklin has maintained sustainable budget guidelines and key management practices to establish the financial goals of the City and the principles that govern budget deliberations, and are memorialized in Exhibit "A".

NOW THEREFORE, the City Council of the City of Rocklin does resolve as follows:

Section 1. The fiscal year 2023/24 Operating and Capital Improvement Plan Budgets are hereby approved and adopted as set forth in Exhibits "A and B", attached hereto.

Section 2. The 2024-2028 Capital Improvement Plan (CIP), which provides a comprehensive five-year plan for the City's capital project expenditures are hereby approved and adopted as set forth in Exhibit "B", attached hereto.

Section 3. The City Manager is authorized to make any expenditure and resource adjustments to the Budget based on final City Council action to adopt the Budget, in accordance with the Rocklin Municipal Code, City policy and procedure.

Section 4. The City Manager is authorized to revise any appropriation made in the Approved or Amended Budget where the revision is of a technical nature and is consistent with the City Council intent, the Rocklin Municipal Code, City policy and procedure.

Section 5. Purchase order commitments outstanding on June 30th, and associated appropriations, are hereby continued to the following fiscal year.

Section 6. The City Manager is authorized to make the following budget adjustments:

1. At year-end or upon closure of grants, adjust revenue and expenditure budgets associated with grants (federal, state, or local grants) to reflect actual revenues received and expenditures incurred in compliance with the original grant award and any amendments.
2. Appropriated grant funds remaining unspent at the end of the fiscal year must be retained and transferred to the following fiscal year to be expended to which they were appropriated.
3. Appropriated operating project and CIP funds remaining unspent at the end of the fiscal year, that are not required to balance the budget, can be retained and transferred to the following fiscal year for the originally approved projects and any amendments, excluding completed projects. All carryover funds must be approved by the City Manager or the City Manager's designee.

PASSED AND ADOPTED this 27th day of June, 2023, by the following vote:

AYES:	Councilmembers:	Bass, Broadway, Gayaldo, Halldin, Janda
NOES:	Councilmembers:	NONE
ABSENT:	Councilmembers:	NONE
ABSTAIN:	Councilmembers:	NONE



Ken Broadway, Mayor

ATTEST:



Hope Ithurnburn, City Clerk