

TUSTIN



BUILDING OUR FUTURE
HONORING OUR PAST

ADOPTED BUDGET FISCAL YEAR 2015-2017



TUSTIN CITY COUNCIL

**CHARLES E. “CHUCK” PUCKETT, MAYOR
JOHN NIELSEN, MAYOR PRO TEM**

**REBECCA “BECKIE” GOMEZ, COUNCIL MEMBER
ELWYN A. MURRAY, COUNCIL MEMBER
DR. ALLAN BERNSTEIN, COUNCIL MEMBER**



DAVID E. KENDIG, CITY ATTORNEY

MANAGEMENT STAFF

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



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MESSAGE OF THE CITY MANAGER

TUSTIN



BUILDING OUR FUTURE
HONORING OUR PAST





Office of the City Manager

City of Tustin

300 Centennial Way
Tustin, CA 92780
714.573.3010
FAX 714.838.1602

TO: HONORABLE MAYOR AND MEMBERS OF CITY COUNCIL

FROM: JEFFREY C. PARKER, CITY MANAGER

RE: ADOPTED BIENNIAL PROGRAM AND FINANCIAL PLAN FOR
FISCAL YEARS 2015-16 AND 2016-17 AND CAPITAL
IMPROVEMENT PROGRAM

This is the first two-year budget for the City of Tustin as part of our strategic plan to enhance our financial sustainability. Staff proposed a revised budget to improve our financial projections and to focus on programs essential to providing quality services to our community. Transmitted herewith are the adopted Biennial Program and Financial Plan and Capital Improvement Program for Fiscal Years 2015-16 and 2016-17. The Program and Financial Plan is the operating budget for all City services. The Capital Improvement Program (a separate document) includes projects for fiscal year 2015-16 and projects programmed for a seven-year period.

Program and Financial Plan

The adopted General Fund operating budgets include reserves consistent with City Council policy (20 percent of annual operating) and maintains core City services at levels established by the City Council during the FY 2014-2015 budget. The FY 2015-16 and 2016-17 budgets once again are challenging. Revenues have recovered from the recent recession and will increase over the next two fiscal years approximately 6 percent from prior fiscal year which requires managing expenditures to balance the budget and continue to provide core City services.

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

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

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

REVENUE

Total General Fund projected revenues and transfer-in is \$55.5 million for FY 2015-16 and \$54.3 million FY 2016-17. Sales tax revenue represents 44 percent of total General Fund operating income for FY 2015-16 and 44.3 percent for FY 2016-17. Its performance is vital to the funding of core City services. The projected sales tax revenue for FY 2015-16 is slightly lower than FY 2016-17 because of the completion of the triple-flip program where the State withheld 25 percent of local sales tax received to meet its financial obligations, and then paid the local agencies back through property tax revenue. FY 2015-16 reflects the final "true-up" of those payments; therefore, the sales tax revenue is about \$1 million higher than what is expected to be generated in growth in actual sales. Overall, sales tax revenue is expected to increase over FY 2015-16 and 2016-17 by 9.4 percent.

A 9.4 percent increase in sales tax revenue over the next two fiscal years reflects a healthy stable economy. Staff is comfortable with the projected amounts for FY 2014-15, 2015-16 and 2016-17 but also mindful of the fact that sales tax trends must be carefully monitored throughout the year.

Property tax revenue for FY 2015-16 and 2016-17 reflects a 2.9 percent increase for

each year based on information from the City's property tax consultants and information from the County Assessor. This is a positive trend because property tax revenue has been relatively flat since fiscal year 2008-09. As with sales tax, property tax revenue represents 15.9% of total General Fund operating revenues and will be carefully monitored throughout the year.

A consolation to the City with the dissolution of the Redevelopment Agency (RDA) is that the City is receiving its share of former RDA tax increment (property taxes). The amount the City is projected to receive is \$1.5 million for FY 2014-15, \$1.3 million for FY 2015-16 and \$1.5 million for FY 2016-17.

The development and opening of the two Marriott Hotels in June 2013 is providing several financial and business enhancements to our community. The hotels provide businesses with both a location to conduct their activities as well as providing a venue for visitors to our community. In the November 2014 elections, the citizens of Tustin approved the increase of the Hotel Bed Tax from 6 percent to 10 percent. The new tax rate became effective January 1, 2015. That additional increase in tax is expected to increase the Hotel Bed Tax from approximately \$0.65 million per year to \$1.2 million each year.

OPERATION

The adopted budget for all funds is \$164.5 million for FY 2015-16 and \$104.8 million for FY 2016-17. Of this amount, the total operating budget is \$101 million and the capital improvement budget is \$63.5 million for FY 2015-16. For FY 2016-17, the total operating budget is \$97.6 million and the capital improvement budget is \$7.2 million. The General Fund totals \$54.3 million for FY 2015-16, which is 33 percent of the total operating and capital budget, and for FY 2016-17 the General Fund totals \$53.8 million which is 51.3 percent of the total operating and capital budget.

Although projected revenues increased 8.7 percent from FY 2014-15, all departments

adjusted their needs to ensure the budget balanced without impairing core City services. This budget anticipates some increases in the area of employee cost and the organization restructure following our reorganization efforts in October 2012. It also reflects a 9.1 percent or \$0.6 million increase in our fire services over the next two fiscal years due to a catch-up provision with the Orange County Fire Authority and position reclassification that will increase overall paramedic services in Tustin.

As indicated in last year's budget, another cost that affects the General Fund and limits the ability of the City to contain costs is regulatory requirements. In FY 2015-16 the General Fund will incur \$1.3 million dollars in expenses to fund State and Federal mandated water quality regulations, and \$1.25 million dollars will be expended on maintenance of public rights-of-way in order to qualify for Renewed Measure M funding. Added to this in the future will be the unknown costs associated with mandates imposed by State laws SB 375 and AB 32. These bills require cities to entitle higher density developments and link air quality to transportation planning.

The City received a court judgment in regards to City funds due to the former RDA of \$18 million. The judgment requires the City to pay the funds with an interest calculation of the Local Agency Investment Fund interest rate at the time the debt occurred which was 2.54 percent. Total amount due is \$21 million. The City is required to transfer \$5 million every fiscal year for the next four years. The \$5 million is being transferred from the Proceeds from Land Held for Resale Fund. The City is still contesting other decisions with the Department of Finance in regards to amounts due to the City from the former RDA.

Reserve Policy

The General Fund reserve based on proposed FY 2015-16 expenditures and revenue is 37.5 percent and 38 percent for FY 2015-16 and FY 2016-17, respectively. This increase in the General Fund reserve is primarily due to revenues in FY 2014-15 exceeding

expenditures by \$0.63 million. Estimated revenues are expected to be exceeded by budgeted expenditures for FY 2015-16 by \$52 million and by \$5.2 million for FY 2016-17. FY 2014-15 revenues are expected to be \$0.3 million higher than what was budgeted due to the increase in building activity, and expenditures are expected to be \$1.7 million less than budgeted primarily due to not filling vacant positions. The FY 2014-15 General Fund reserve is estimated to be 37 percent of annual operating expenditures. This amount is consistent with City Council policy of maintaining a General Fund reserve of 20 percent and provides the financial base insuring a strong future for the City of Tustin.

The other major operating fund is the Water Enterprise Fund. In 2010, the City Council approved increases in water rates through a five-year program. This program provides the revenue stream required to meet the water system's current operating and capital improvement needs. The proposed FY 2015-16 Water Operating Fund budget of \$18.4 million and \$14.5 million for FY 2016-17 are balanced. A list and description of proposed FY 2015-16 and FY 2016-17 water system improvement projects is contained in the Capital Improvement Plan document. The final year of the water rate increase from the 2010 five-year program was FY 2014-15. Due to the complications of the serious drought California is experiencing and in light of the recent court ruling regarding Proposition 218 and tiered rates, staff will analyze the need for another possible rate adjustment program and bring it back to the City Council during FY 2015-16.

Over the last several fiscal years, the City has weathered the recession without significant cuts to services. As noted above, cuts in expenditures, planned use of reserves/revenue carry-overs, and careful management of internal service funds have been utilized. Careful monitoring of revenue and expenses coupled with the mid-year budget review made it possible for the City to take timely corrective actions when warranted. Fiscal years 2015-16 and 2016-17 will certainly be no different.

Capital Improvement Program Budget

The fiscal year 2015-16 Capital Improvement Program budget includes \$38.2 million in projects. The Capital Improvement Program budget provides a description of each project by type (water, street improvement, flood control, traffic signal, park, etc.) and location.

The Capital Improvement Program budget also includes \$154.9 million in projects programmed over a seven-year period (2015-16 through 2021-22). The seven-year Capital Improvement Program is updated each year as resources become available and priorities are re-assessed. Most funding allocated for capital improvement projects is restricted by law for specific purposes. Gas Tax, Measure M, water revenue, and any bond proceeds are earmarked solely for capital improvement projects. Historically, some amount is contributed from the General Fund which will completely fund certain projects and supplement restricted funds for others. The amount of General Fund income available depends on the City's overall financial health and demands on General Fund income for day-to-day services. No General Fund transfer to capital improvement funds will be made in FY 2015-16 or FY 2016-17. Given the City's large investment in infrastructure and other public assets, financing of capital improvement projects will continue to be a significant budget consideration. Many of our future expenditures will have a direct correlation to the Disposition of Property in the Tustin Legacy.

Tustin Legacy Development

The development of the former Marine Corp Air Station known as Tustin Legacy continues. The City sold land to Standard Pacific for a residential development of 375 homes. Homes within that development are expected to start selling during FY 2015-16. To complete the major infrastructure in the area of the residential development, the City created a Community Facility District and is expected to issue Community Facility District

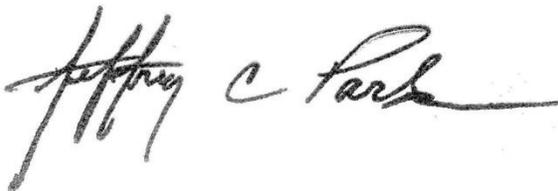
Bonds in early fall of 2015. The Irvine Company and Anton Legacy Tustin L.P. completed the construction of two apartment complexes and low-to-moderate income housing and will complete a five-acre park that will be donated to the City. Currently, the City is in negotiations for the sale of land for commercial purposes at the corner of Red Hill Avenue and Barranca. With these developments, funds will be committed to help fund the construction of backbone infrastructure. As development continues to be completed, staff is monitoring the costs of providing public services and maintaining streets, sidewalks and parks which are funded by a service tax provided by the various Community Facility Districts.

The City has also successfully received a court order for the State Department of Finance to approve the spending of RDA bonds issued in 2010 for the construction of Tustin Legacy backbone infrastructure. The \$31 million in bond proceeds will make a major difference in completing significant projects within Tustin Legacy during FY 2015-16.

Staff looks forward to working with the City Council in implementing the Biannual Program and Financial Plan for FY 2015-16 and 2016-17 and Capital Improvement Program for FY 2015-16.

TUSTIN WHERE THE LEGACY NEVER ENDS

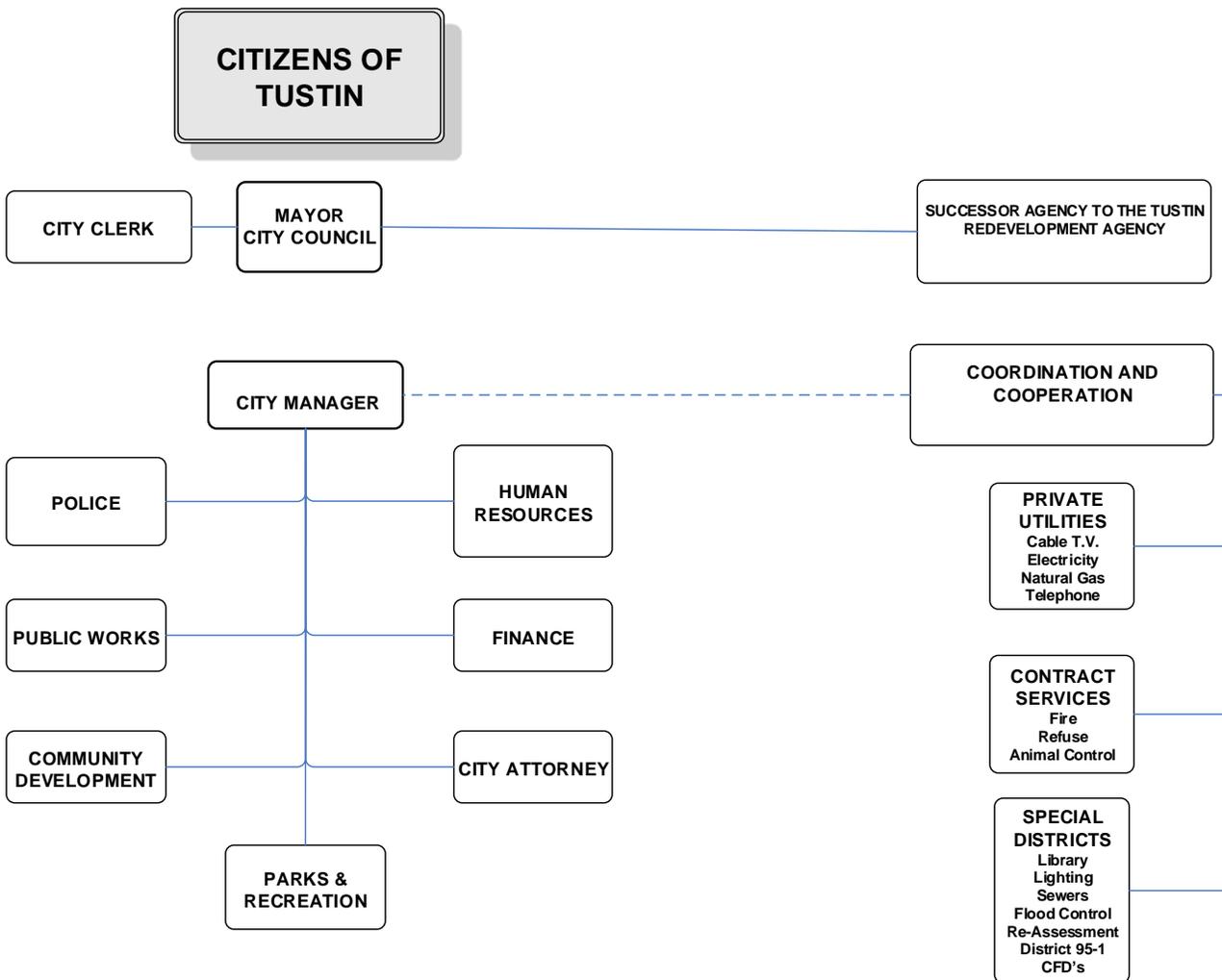
Respectfully,

A handwritten signature in black ink that reads "Jeffrey C. Parker". The signature is written in a cursive, flowing style.

Jeffrey C. Parker
City Manager



CITY OF TUSTIN ORGANIZATIONAL CHART FISCAL YEAR 2015-17



RESOLUTIONS

RESOLUTION NO. 15-31

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF TUSTIN, CALIFORNIA, ADOPTING THE CITY BUDGET AND APPROPRIATING FROM THE ANTICIPATED REVENUES OF THE CITY FOR THE FISCAL YEAR 2015-2016

WHEREAS, in accordance with Section 1415 of the Tustin City code, the City Manager has prepared and submitted to the City Council a Proposed Biennial Budget for the 2015-2017 fiscal years, beginning July 1, 2015; and

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

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

SECTION 1. A certain document is on file in the office of the City Clerk of the City of Tustin, being marked and designated "City of Tustin Proposed Biennial Budget 2015-2017". Said document, as prepared by the City Manager and reviewed and adjusted by the City Council, is hereby adopted for the fiscal year commencing July 1, 2015;

SECTION 2. The following sums of money are hereby appropriated from the anticipated revenues of the City of Tustin for the 2015-2016 fiscal year.

GOVERNMENTAL FUNDS

<u>General Fund:</u>	
• City Council	\$ 37,500
• City Clerk	412,200
• City Attorney	550,000
• City Manager	1,242,600
• Finance	1,198,900
• Human Resources	685,100
• Community Development	2,854,100
• Public Works	11,191,200
• Police	23,318,400
• Fire	6,869,800
• Parks & Recreations	3,455,000
• Non Departmental	2,517,900
Total General Fund Appropriations:	\$ 54,332,700
Capital Projects	3,642,000
Tustin Street Lighting	627,500
Tustin Landscape & Lighting District	1,285,200
Equipment Replacement Fund	1,948,900
Information Technology	1,837,900



2015-17 FY OPERATING AND CAPITAL IMPROVEMENT BUDGET

Risk Management Funds	2,437,400
Backbone Fee Fund	10,128,300
Proceeds of Land Sale Fund	10,793,800
Obligation Reimb. From Succ. Agen.	0
TOTAL GOVERNMENTAL FUNDS	\$ 87,033,700

SPECIAL REVENUE FUNDS

SCAQMD Fund	\$ 98,000
Asset Forfeiture	275,000
Supplemental Law Enforcement	100,100
CDBG	552,300
Cable PEG Fees	500,000
Measure M/M2	3,798,800
Gas Tax	2,172,700
Park Development	6,736,700
Assessment District 95-1 / 95-2	745,200
2010 MCAS TABs	29,704,400
Community Facilities Districts	23,405,300
TOTAL SPECIAL REVENUE FUNDS	\$ 68,088,500

WATER ENTERPRISE FUNDS

Operations/Debt Service	\$ 21,528,600
Capital Improvements	470,000
Capital Outlay	9,003,600
TOTAL WATER ENTERPRISE FUNDS	\$ 31,002,200

GRAND TOTAL	\$ 186,124,400
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2015-17 FY OPERATING AND CAPITAL IMPROVEMENT BUDGET

PASSED AND ADOPTED at a regular meeting of the City Council of the City of Tustin, California, held on the 16TH day of June, 2015.

CHARLES E. PUCKETT,
Mayor

ATTEST:

JEFFREY C. PARKER,
City Clerk

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

I, Jeffrey C. Parker, City Clerk and ex-officio Clerk of the City Council of the City of Tustin, California, do hereby certify that the whole number of the members of the City Council of the City of Tustin is five; that the above and foregoing Resolution No. 15-31 was duly passed and adopted at a regular meeting of the Tustin City Council, held on the 16TH day of June, 2015, by the following vote:

COUNCILPERSONS AYES:	<u>Puckett, Nielsen, Gomez, Murray, Bernstein</u> (5)
COUNCILPERSONS NOES:	<u>None</u> (0)
COUNCILPERSONS ABSTAINED:	<u>None</u> (0)
COUNCILPERSONS ABSENT:	<u>None</u> (0)

JEFFREY C. PARKER,
City Clerk



2015-17 FY OPERATING AND CAPITAL IMPROVEMENT BUDGET

RESOLUTION NO. 15-32

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF TUSTIN, CALIFORNIA, DETERMINING AND ADOPTING AN APPROPRIATION LIMIT FOR THE FISCAL YEAR 2015-2016 IN ACCORDANCE WITH ARTICLE XIII B OF THE CONSTITUTION OF THE STATE OF CALIFORNIA, AND SECTION 7910 OF THE GOVERNMENT CODE

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

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

WHEREAS, an annual appropriation limit must be determined for this City effective for the fiscal year beginning July, 2015; and

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

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

Section 1: In accordance with Article XIII B of the Constitution of the State of California, and Section 7910 of the Government Code, and as set forth in detail in the Attached Exhibit "A", that the appropriation limit for the fiscal year beginning July, 2015 through June, 2016 is \$77,049,230.

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

PASSED AND ADOPTED at a regular meeting of the City Council of the City of Tustin held on the 16TH day of June, 2015.



2015-17 FY OPERATING AND CAPITAL IMPROVEMENT BUDGET

Charles E. Puckett
CHARLES E. PUCKETT,
Mayor

Jeffrey C. Parker
JEFFREY C. PARKER,
City Clerk

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

I, Jeffrey C. Parker, City Clerk and ex-officio Clerk of the City Council of the City of Tustin, California, do hereby certify that the whole number of the members of the City Council of the City of Tustin is five; that the above and foregoing Resolution No. 15-32 was duly passed and adopted at a regular meeting of the Tustin City Council, held on the 16TH day of June, 2015, by the following vote:

COUNCILPERSONS AYES: Puckett, Nielsen, Gomez, Murray, Bernstein (5)
COUNCILPERSONS NOES: None (0)
COUNCILPERSONS ABSTAINED: None (0)
COUNCILPERSONS ABSENT: None (0)

Jeffrey C. Parker
JEFFREY C. PARKER,
City Clerk

 2015-17 FY OPERATING AND CAPITAL IMPROVEMENT BUDGET

TUSTIN HOUSING AUTHORITY RESOLUTION NO. 15-01

A RESOLUTION OF THE TUSTIN HOUSING AUTHORITY OF THE CITY OF TUSTIN, CALIFORNIA, ADOPTING THE HOUSING AUTHORITY BUDGET AND APPROPRIATING FROM THE ANTICIPATED REVENUES OF THE AUTHORITY FOR THE FISCAL YEAR 2015-2016

WHEREAS, in accordance with Section 1415 of the Tustin City code, the City Manager has prepared and submitted to the City Council a Proposed Annual Budget for the 2015-2016 fiscal year, beginning July 1, 2015; and

WHEREAS, the Commissioner, as the legislative body of the Tustin Housing Authority, has reviewed this proposed budget;

NOW, THEREFORE, the Commissioner of the Tustin Housing Authority does hereby resolve, determine and order as follows:

SECTION 1. A certain document is on file in the office of the City Clerk of the City of Tustin, being marked and designated "City of Tustin Proposed Biennial Budget 2015-2017". Said document, as prepared by the City Manager and reviewed and adjusted by the Commissioner, is hereby adopted for the fiscal year commencing July 1, 2015;

SECTION 2. The following sums of money are hereby appropriated from the anticipated revenues of the Tustin Housing Authority for the 2015-2016 fiscal year.

TUSTIN HOUSING AUTHORITY

Personnel	\$ 245,100
Operational Costs	90,600
TOTAL HOUSING AUTHORITY COSTS	\$ 335,700

PASSED AND ADOPTED at a regular meeting of the Tustin Housing Authority held on the 16TH day of June, 2015.

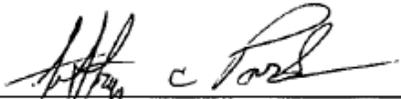


 CHARLES E. PUCKETT,
 Chairman



2015-17 FY OPERATING AND CAPITAL IMPROVEMENT BUDGET

ATTEST:

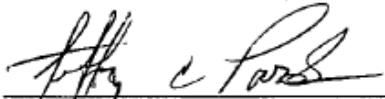


JEFFREY C. PARKER,
Secretary

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

I, Jeffrey C. Parker, Secretary of the Tustin Housing Authority of the City of Tustin, California, do hereby certify that the whole number of the members of the commissioners of the Tustin Housing Authority is five; that the above and foregoing Tustin Housing Authority Resolution No. 15-01 was duly passed and adopted at a regular meeting of the Tustin Housing Authority, held on the 16TH day of June, 2015, by the following vote:

COMMISSIONERS AYES: Puckett, Nielsen, Gomez, Murray, Bernstein (5)
COMMISSIONERS NOES: None (0)
COMMISSIONERS ABSTAINED: None (0)
COMMISSIONERS ABSENT: None (0)



JEFFREY C. PARKER,
Secretary

OVERSIGHT BOARD RESOLUTION NO. 15-04

A RESOLUTION OF THE OVERSIGHT BOARD OF THE SUCCESSOR AGENCY TO THE TUSTIN COMMUNITY REDEVELOPMENT AGENCY APPROVING THE AMENDED ADMINISTRATIVE BUDGET AND EIGHTH AMENDED AGREEMENT BETWEEN THE CITY AND THE SUCCESSOR AGENCY FOR ADMINISTRATIVE SUPPORT AND MAKING CERTAIN FINDINGS IN CONNECTION THEREWITH

The Oversight Board of the Successor Agency to the Tustin Community Redevelopment Agency finds, determines and declares as follows:

- A. The Tustin Community Redevelopment Agency ("Agency") was established as a community redevelopment agency that was previously organized and existing under the California Community Redevelopment Law, Health and Safety Code Sections 33000, *et seq.* ("CRL") and previously authorized to transact business and exercise the powers of a redevelopment agency pursuant to action of the City Council ("City Council") of the City of Tustin ("City"); and
- B. AB X1 26 ("AB26") added Parts 1.8 and 1.85 to Division 24 of the California Health and Safety Code, which laws cause the dissolution and wind down of all redevelopment agencies ("Dissolution Act"); and
- C. On December 29, 2011, in the petition *California Redevelopment Association v. Matosantos*, Case No. S194861, the California Supreme Court upheld the Dissolution Act and thereby all redevelopment agencies in California are subject to the Dissolution Act and were dissolved as of and on February 1, 2012; and
- D. The Agency is now a dissolved community redevelopment agency pursuant to the Dissolution Act; and
- E. By a resolution considered and approved by the City Council at an open public meeting on January 17, 2012, the City chose to become and serve as the "Successor Agency" to the dissolved Agency under the Dissolution Act; and
- F. As of and on and after February 1, 2012, the City serves as the "Successor Agency" and will perform its functions as the Successor Agency under the Dissolution Act to administer the enforceable obligations of the Successor Agency and otherwise unwind the Successor Agency's affairs, all subject to the review and approval by the seven-member Oversight Board formed thereunder; and
- G. Pursuant to Section 34179, the Successor Agency's Oversight Board has been formed and the initial meeting has occurred on March 13, 2012; and



2015-17 FY OPERATING AND CAPITAL IMPROVEMENT BUDGET

APPROVED AND ADOPTED this 24th day of February, 2015.

Doug Davert

Doug Davert, Chairman
Oversight Board of the Successor Agency to
the Tustin Community Redevelopment Agency

ATTEST:

Charles E. Puckett

Charles E. "Chuck" Puckett, Secretary
Oversight Board of the Successor Agency to the
Tustin Community Redevelopment Agency

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

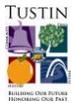
I, CHARLES E. "CHUCK" PUCKETT, Secretary of the Oversight Board of the Successor Agency to the Tustin Community Redevelopment Agency, do hereby certify that the whole number of the members of the Agency Board is seven; that the above and foregoing Resolution No. 15-04 was duly passed and adopted at a regular meeting of the Oversight Board, held on the 24th day of February 2015, by the following vote:

BOARD MEMBER AYES: Davert, Nielsen, Soria, West (4)
BOARD MEMBER NOES: None (0)
BOARD MEMBER ABSTAINED: None (0)
BOARD MEMBER ABSENT: Fitzsimons, Puckett, Bernstein (3)

Charles E. Puckett

Charles E. "Chuck" Puckett, Secretary
Oversight Board of the Successor Agency to the
Tustin Community Redevelopment Agency

Attachment No. 1 – Administrative Budget for July 1, 2015 through December 31, 2015
Attachment No. 2 – City and Successor Agency Eighth Amended Agreement for
Reimbursement of Costs for Fiscal Year 2015-2016



2015-17 FY OPERATING AND CAPITAL IMPROVEMENT BUDGET

ATTACHMENT NO. 1

ADMINISTRATIVE BUDGET FOR JULY 1, 2015 THROUGH DECEMBER 31, 2015

ESTIMATED REVENUES					
Object Code	Position		Percent to Admin	Total FY - Admin Costs	JULY THRU DEC 2016
1	Enforceable Obligations Paid with Redevelopment Property Tax Trust Fund			\$ 7,697,186	5,461,342
	Estimated Property Tax allocated to Successory Agency				5,461,342
4	Administrative Cost Allowance for FY 15/16		3%	\$ 250,000	125,000
ESTIMATED EXPENSES					
EMPLOYEE DETAILS					
Object Code	Position	Fiscal Year - Total Wages, Benefits and	Percent to Admin	Total FY - Admin Costs	JULY THRU DEC 2016
Sub-Total Wages, Benefits and WC:		\$ -		\$ -	\$ -
OTHER ADMINISTRATIVE DIRECT COSTS					
Object Code	Item	Total During Fiscal Year 2015/16	Percent to Admin	Total FY - Admin Costs	JULY THRU DEC 2016
1 6147	Bank Service Charges	3,000	100%	3,000	1,500
2 6355	Telephone	4,800	100%	4,800	2,400
3 6400	Office Supplies	5,200	100%	5,200	2,600
4 6415	Mail and Postage Service	1,600	100%	1,600	800
5 6420	Printing	9,000	100%	9,000	4,500
6 6710	Meetings (staff)	0	100%	0	0
7 6715	Training Expense	0	100%	0	0
8 6730	Membership/Subscriptions	0	100%	0	0
9 6840	Vehicle Mileage	200	100%	200	100
10 6845	Vehicle Lease Equipment	6,800	100%	6,800	3,400
11 6848	IT Support Services	36,500	100%	36,500	18,250
Sub-Total Admin Cost Allowances:		\$ 67,100		\$ 67,100	\$ 33,550
CITY ADMINISTRATIVE SUPPORT COSTS BASED ON COST ALLOCATION (ATTACHED)					
Object Code	Item	Total During Fiscal Year 2015/16	Percent to Admin	Total FY - Admin Costs	JULY THRU DEC 2016
1	City Administrative Support Costs based on Cost Allocation	418,000	14.6%	60,950	\$ 30,475
CITY ATTORNEY (contract services)					
Object Code	Description of Services	Total During Fiscal Year 2015/16	Percent to Admin	Total FY - Admin Costs	JULY THRU DEC 2016
6017	City Attorney's Office - Woodruff, Spradlin & Smart (Including: Stradling Yocca Carlson & Rauth; Remy, Thomas, Moose & Manley, Waters & Company, Jeanette Justus). This does not include legal services from the following firms that are associated with project costs: 1) Armbruster Goldsmith & Delvac LLP; 2) Cappello and Noel LLP, and 3) Kutak Rock.	\$ 200,000	100%	\$ 100,000	\$ 50,000
Sub-Total City Attorney:		\$ 200,000		\$ 100,000	\$ 50,000
SPECIFIC SERVICES (3rd Revised EOPS and Draft ROPS)					
Object Code	Description	Total During Fiscal Year 2015/16	Percent to Admin	Total FY - Admin Costs	JULY THRU DEC 2016
1 6315	Lease of Office Space	\$ 21,950	100%	\$ 21,950	10,975
Sub-Total Specific Services:		\$ 21,950		\$ 21,950	\$ 10,975
TOTAL ADMINISTRATIVE SERVICE COSTS			Percent to Admin	Total FY - Admin Costs	JULY THRU DEC 2016
TOTAL ADMINISTRATIVE SERVICE COSTS				\$ 250,000	\$ 125,000
BUDGET - REVENUES (SURPLUS)/EXPENSES (DEFICIT)					0 \$ -



FINANCIAL SUMMARY

TUSTIN



BUILDING OUR FUTURE
HONORING OUR PAST

2015-17 FY OPERATING AND CAPITAL IMPROVEMENT BUDGET

FUND BALANCE PROJECTIONS BY FUND

City of Tustin FY 2015-17 Biennial Budget Year End Projected Fund Balance for ALL FUNDS

Fund	Description	Audited Ending / Beginning Balance 06/30/14	14/15	14/15	14/15	14/15	Projected Ending Balance 06/30/15
			Projected One-Time Transfer In / Cash	Projected Revenues	Projected Expenditures	Projected One-Time Transfer Out	
100	General Fund	\$18,212,579	\$929,000	\$50,102,105	49,407,671	1,000,000	\$18,836,014
101	General Fund - Emergency Fund	0	1,000,000	0	0	0	1,000,000
186	Oblg Reimb Frm Successor Agency	1,884,478	0	4,000	1,500	0	1,886,978
187	Backbone Fee Fund	1,352,309	0	16,962,946	3,207,000	0	15,108,255
189	Land Held for Resale	6,235,423	0	48,379,223	8,168,664	6,140,000	40,305,982
200	Capital Projects Fund—CIP	5,493,536	0	2,309,757	2,480,800	0	5,322,493
120	CDBG	(2,441)	23,333	1,124,222	1,124,222	0	20,892
129	Cable PEG Fees Fund	66,265	0	93,081	0	0	159,346
130	Gas Tax	5,335,506	0	2,233,400	3,088,519	0	4,480,386
131	Park Development	3,063,442	0	169,041	486,000	23,333	2,723,150
132	Park Development Tustin Legacy	5,010,687	0	30,000	52,022	0	4,988,665
133	SCAQMD	69,955	0	82,358	65,000	0	87,313
134	Asset Forfeiture	371,982	0	222,900	52,000	0	542,882
136	Supplemental Law Enforcement	70,492	0	131,802	149,353	0	52,941
138	Measure M	683,758	0	2,800	66,200	0	620,358
139	Measure M2	1,032,290	0	6,408,935	5,343,000	39,000	2,059,225
141	Tustin LLD	(117,262)	273,962	570,000	726,700	0	0
142	Tustin SL	1,283,464	0	784,878	910,358	0	1,157,984
181	Workers Compensation	2,339,733	0	707,812	761,528	695,600	1,590,417
182	Liability	220,231	685,600	36,362	1,362,642	0	(420,449)
183	Unemployment	59,820	10,000	200	20,040	0	49,980
184	Equipment Replacement Fund	4,415,111	925,000	955,511	1,572,668	0	4,722,954
185	Information Technology	505,820	0	1,318,560	1,465,690	0	358,690
300	Water Enterprise	10,186,135	2,391	17,373,536	16,444,602	425,000	10,692,459
301	Water Capital Fund	3,423,606	0	1,497,200	2,262,271	0	2,658,535
305	2011 Water Revenue Bond Fund	4,826,300	0	30,100	2,200	91	4,854,109
306	2013 Water Revenue Bond Fund	14,084,263	0	15,700	500,000	2,300	13,597,663
431	Assessment Dist. 95-1 Construction	3,651,209	0	3,090	65,138	273,962	3,315,199
433	CFD 04-1	1,022,543	0	1,265,100	1,245,650	0	1,041,993
434	CFD 06-1 Construction	7,937,537	6,872	338,000	5,778,763	0	2,503,646
435	CFD 06-1 Debt Service	9,220,953	0	5,371,997	5,358,609	0	9,234,341
436	CFD 07-1 Debt Service	1,908,686	0	1,144,903	1,111,025	0	1,942,564
437	CFD 07-1 Construction	279	46	0	0	0	325
438	CFD 06-1 Annex Construction	665,504	0	100	296,000	0	369,604
561	MCAS 2010 TAB Proceeds	32,093,248	0	140,150	888,200	0	31,345,198
570	Successor Agency (Trust Fund)	0	5,000,000	0	0	250,000	4,750,000
575	Tustin Housing Authority	1,572,439	0	8,120	264,344	0	1,316,215
TOTAL ALL FUNDS		\$148,179,884	\$8,856,204	\$159,817,889	\$114,728,379	\$8,849,286	\$193,276,311

2015-17 FY OPERATING AND CAPITAL IMPROVEMENT BUDGET

City of Tustin
FY 2015-17 Biennial Budget
Year End Projected Fund Balance for ALL FUNDS

Fund	Description	Projected Ending Balance 06/30/15	15/16	15/16	15/16	15/16	Projected Ending Balance 06/30/16
			Adopted	Adopted	Adopted	Adopted	
			One-Time Transfer In / Cash	Revenues	Expenditures	One-Time Transfer Out	
100	General Fund	\$18,836,014	\$910,500	\$54,558,800	53,206,700	1,126,000	\$19,972,614
101	General Fund - Emergency Fund	1,000,000	0	0	0	0	1,000,000
186	Oblg Reimb Frm Successor Agency	1,886,978	0	0	0	0	1,886,978
187	Backbone Fee Fund	15,108,255	0	10,305,600	10,128,300	0	15,285,555
189	Land Held for Resale	40,305,982	0	0	4,961,300	5,832,500	29,512,182
200	Capital Projects Fund—CIP	5,322,493	0	3,424,700	3,642,000	0	5,105,193
120	CDBG	20,892	0	552,300	552,300	0	20,892
129	Cable PEG Fees Fund	159,346	211,000	130,000	500,000	0	346
130	Gas Tax	4,480,386	0	1,657,800	2,172,700	0	3,965,486
131	Park Development	2,723,150	0	168,000	1,736,700	0	1,154,450
132	Park Development Tustin Legacy	4,988,665	0	30,000	5,000,000	0	18,665
133	SCAQMD	87,313	0	82,100	98,000	0	71,413
134	Asset Forfeiture	542,882	0	101,000	275,000	0	368,882
136	Supplemental Law Enforcement	52,941	0	173,500	100,100	0	126,341
138	Measure M	620,358	0	2,000	0	0	622,358
139	Measure M2	2,059,225	0	3,755,800	3,759,800	39,000	2,016,225
141	Tustin LLD	0	745,200	540,000	1,285,200	0	0
142	Tustin SL	1,157,984	0	850,000	627,500	0	1,380,484
181	Workers Compensation	1,590,417	0	887,100	850,800	430,600	1,196,117
182	Liability	(420,449)	1,546,500	0	1,126,000	0	51
183	Unemployment	49,980	10,100	0	30,000	0	30,080
184	Equipment Replacement Fund	4,722,954	0	874,200	1,948,900	0	3,648,254
185	Information Technology	358,690	0	1,837,900	1,837,900	0	358,690
300	Water Enterprise	10,692,459	0	18,991,200	17,028,600	4,500,000	8,155,059
301	Water Capital Fund	2,658,535	2,500,000	1,600,000	2,975,600	0	3,782,935
302	Water Enterprise Emergency Fund	0	2,000,000	0	0	0	2,000,000
305	2011 Water Revenue Bond Fund	4,854,109	0	30,000	4,673,000	0	211,109
306	2013 Water Revenue Bond Fund	13,597,663	0	30,000	1,825,000	0	11,802,663
431	Assessment Dist. 95-1 Construction	3,315,199	0	1,600	0	745,200	2,571,599
433	CFD 04-1	1,041,993	0	1,278,000	1,336,200	0	983,793
434	CFD 06-1 Construction	2,503,646	0	3,000	2,250,000	0	256,646
435	CFD 06-1 Debt Service	9,234,341	0	5,502,000	5,447,200	0	9,289,141
436	CFD 07-1 Debt Service	1,942,564	0	1,146,300	1,127,900	0	1,960,964
437	CFD 07-1 Construction	325	0	0	0	0	325
438	CFD 06-1 Annex Construction	369,604	0	100	44,000	0	325,704
440	CFD 13-01	0	0	0	0	0	0
441	CFD 14-01	0	0	13,200,000	13,200,000	0	0
561	MCAS 2010 TAB Proceeds	31,345,198	0	0	29,704,400	0	1,640,798
570	Successor Agency (Trust Fund)	4,750,000	5,000,000	0	0	250,000	9,500,000
575	Tustin Housing Authority	1,316,215	0	5,600	335,700	0	986,115
	TOTAL ALL FUNDS	\$193,276,311	\$12,923,300	\$121,718,600	\$173,786,800	\$12,923,300	\$141,208,111

2015-17 FY OPERATING AND CAPITAL IMPROVEMENT BUDGET

City of Tustin
FY 2015-17 Biennial Budget
Year End Projected Fund Balance for ALL FUNDS

Fund	Description	Projected Ending Balance 06/30/16	16/17	16/17	16/17	16/17	Projected Ending Balance 06/30/17
			Proposed One-Time Transfer In / Cash	Proposed Revenues	Proposed Expenditures	Proposed One-Time Transfer Out	
100	General Fund	\$19,972,614	\$914,000	\$53,383,500	53,819,700	0	\$20,450,414
101	General Fund - Emergency Fund	1,000,000	0	0	0	0	1,000,000
186	Oblig Reimb Frm Successor Agency	1,886,978	0	0	0	0	1,886,978
187	Backbone Fee Fund	15,285,555	0	7,186,400	0	0	22,471,955
189	Land Held for Resale	29,512,182	0	0	2,211,300	7,726,000	19,574,882
200	Capital Projects Fund—CIP	5,105,193	0	1,394,700	1,380,000	0	5,119,893
120	CDBG	20,892	0	882,300	882,300	0	20,892
129	Cable PEG Fees Fund	346	0	130,000	0	0	130,346
130	Gas Tax	3,965,486	0	1,657,800	2,126,500	0	3,496,786
131	Park Development	1,154,450	0	168,000	80,000	0	1,242,450
132	Park Development Tustin Legacy	18,665	0	0	0	0	18,665
133	SCAQMD	71,413	0	82,100	0	0	153,513
134	Asset Forfeiture	368,882	0	101,000	100,000	0	369,882
136	Supplemental Law Enforcement	126,341	0	100,000	101,200	0	125,141
138	Measure M	622,358	0	2,000	0	0	624,358
139	Measure M2	2,016,225	0	1,661,800	995,000	39,000	2,644,025
141	Tustin LLD	0	740,200	545,000	1,285,200	0	0
142	Tustin SL	1,380,484	0	875,000	648,000	0	1,607,484
181	Workers Compensation	1,196,117	0	906,000	860,300	0	1,241,817
182	Liability	51	1,101,000	0	1,101,000	0	51
183	Unemployment	30,080	0	0	30,000	0	80
184	Equipment Replacement Fund	3,648,254	1,000,000	874,200	1,983,900	0	3,538,554
185	Information Technology	358,690	0	1,886,700	1,886,600	0	358,790
300	Water Enterprise	8,155,059	0	18,991,200	17,648,200	0	9,498,059
301	Water Capital Fund	3,782,935	0	1,600,000	1,535,000	0	3,847,935
302	Water Enterprise Emergency Fund	2,000,000	0	0	0	0	2,000,000
305	2011 Water Revenue Bond Fund	211,109	0	30,000	0	0	241,109
306	2013 Water Revenue Bond Fund	11,802,663	0	30,000	8,600,000	0	3,232,663
431	Assessment Dist. 95-1 Construction	2,571,599	0	1,600	0	740,200	1,832,999
433	CFD 04-1	983,793	0	1,291,000	1,343,000	0	931,793
434	CFD 06-1 Construction	256,646	0	3,000	0	0	259,646
435	CFD 06-1 Debt Service	9,289,141	0	5,552,000	5,534,100	0	9,307,041
436	CFD 07-1 Debt Service	1,960,964	0	1,157,300	1,148,400	0	1,969,864
437	CFD 07-1 Construction	325	0	0	0	0	325
438	CFD 06-1 Annex Construction	325,704	0	100	0	0	325,804
440	CFD 13-01	0	0	0	0	0	0
441	CFD 14-01	0	0	0	0	0	0
561	MCAS 2010 TAB Proceeds	1,640,798	0	0	107,500	0	1,533,298
570	Successor Agency (Trust Fund)	9,500,000	5,000,000	0	0	250,000	14,250,000
575	Tustin Housing Authority	986,115	0	0	329,400	0	656,715
	TOTAL ALL FUNDS	\$141,208,111	\$8,755,200	\$100,492,700	\$105,736,600	\$8,755,200	\$135,964,211

GENERAL FUND FUND BALANCE DETAIL

FY 2012-2013

Beginning Fund Balance	\$8,434,775
Revenue	\$51,129,372
Expense	(\$46,394,187)
Undesignated/Ending Fund Balance	\$13,169,960

FY 2013-2014

Beginning Fund Balance	\$13,169,960
Revenue	\$51,734,763
Expense	(\$46,692,144)
Undesignated/Ending Fund Balance	\$18,212,579

FY 2014-2015

Projected Beginning Fund Balance	\$18,212,579
Projected Revenue	\$51,031,105
Projected Expense	(\$50,407,671)
Projected Undesignated/Ending Fund Balance	\$18,836,014

FY 2015-2016

Projected Beginning Fund Balance	\$18,836,014
Projected Revenue	\$55,469,300
Proposed Expense	(\$54,332,700)
Projected Undesignated/Ending Fund Balance	\$19,972,614

FY 2016-2017

Projected Beginning Fund Balance	\$19,972,614
Projected Revenue	\$54,297,500
Proposed Expense	(\$53,819,700)
Projected Undesignated/Ending Fund Balance	\$20,450,414

 2015-17 FY OPERATING AND CAPITAL IMPROVEMENT BUDGET

FY 2015-2016

Balanced Budget

Transfer In	\$910,500
Planned Use of Excess Reserves	\$0
Revenue	\$54,558,800
Expenditures	(\$53,206,700)
Transfer Out	(\$1,126,000)
	<hr/>
	\$1,136,600

Projected General Fund Fund Balance	\$19,972,614
Projected GF Reserves as % of GF Exp	37.5%

FY 2016-2017

Balanced Budget

Transfer In	\$914,000
Planned Use of Excess Reserves	\$0
Revenue	\$53,383,500
Expenditures	(\$53,819,700)
Transfer Out	\$0
	<hr/>
	\$477,800

Projected General Fund Fund Balance	\$20,450,414
Projected GF Reserves as % of GF Exp	38.0%





2015-17 FY OPERATING AND CAPITAL IMPROVEMENT BUDGET

REVENUE SUMMARY

Revenue Summary	11/12 Actual	12/13 Actual	13/14 Actual	14/15 Budget	14/15 Projected	15/16 Adopted	16/17 Proposed
100 General Fund							
General Governmental Rev	48,833,561	48,080,214	48,224,578	47,483,400	47,880,377	51,416,800	51,428,000
Community Development	746,350	1,187,718	1,654,973	1,307,700	1,356,138	2,050,700	827,200
Public Works	79,253	50,423	83,372	57,300	63,622	57,300	57,300
Police Services	1,080,587	885,826	800,508	886,000	793,000	886,000	886,000
Fire Services	6,808	19,095	26,338	15,000	21,724	15,000	15,000
Parks and Recreation	952,303	906,097	944,995	929,000	916,244	1,043,500	1,084,000
100 General Fund	51,698,861	51,129,372	51,734,763	50,678,400	51,031,105	55,469,300	54,297,500
101 Emergency Fund	0	0	0	1,000,000	1,000,000	0	0
186 Oblg Reimb Frm Successor Agency	8,558,775	2,113,189	10,564	0	4,000	0	0
187 Backbone Fee Fund	0	19,616,130	58,707	8,500,000	16,962,946	10,305,600	7,186,400
189 Land Held for Resale	0	144,183,899	352,341	56,000,000	48,379,223	0	0
200 Capital Projects Fund—CIP	1,642,632	15,747,280	4,684,828	1,964,700	2,309,757	3,424,700	1,394,700
120 CDBG	1,179,370	397,911	533,129	1,156,600	1,147,555	552,300	882,300
129 Cable PEG Fees	0	0	66,265	0	93,081	341,000	130,000
130 Gas Tax	2,034,018	1,743,684	2,463,784	2,014,100	2,233,400	1,657,800	1,657,800
131 Park Development	135,312	162,549	188,863	166,500	169,041	168,000	168,000
132 Park Development Tustin Legacy	18,772	10,635	28,268	30,000	30,000	30,000	0
133 SCAQMD	95,803	47,245	118,127	82,100	82,358	82,100	82,100
134 Asset Forfeiture	179,915	178,926	202,279	151,000	222,900	101,000	101,000
136 Supplemental Law Enforcement	134,266	102,780	146,628	123,100	131,802	173,500	100,000
138 Measure M	192,672	3,131	7,121	2,000	2,800	2,000	2,000
139 Measure M2	1,400,434	4,473,201	2,450,310	8,967,988	6,408,935	3,755,800	1,661,800
141 Tustin LLD	648,595	723,402	688,990	732,700	843,962	1,285,200	1,285,200
142 Tustin SL	695,363	944,672	854,307	708,000	784,878	850,000	875,000
181 Workers Compensation	1,264,999	676,150	636,343	682,200	707,812	887,100	906,000
182 Liability	1,677,034	722,169	122,404	685,600	721,962	1,546,500	1,101,000
183 Unemployment	0	150	470	10,000	10,200	10,100	0
184 Equipment Replacement Fund	1,382,325	971,812	1,752,360	1,799,200	1,880,511	874,200	1,874,200
185 Information Technology	1,623,692	1,125,446	1,240,008	1,567,000	1,318,560	1,837,900	1,886,700
300 Water Enterprise	13,880,500	15,475,341	17,609,770	18,991,800	17,375,927	18,991,200	18,991,200
301 Water Capital Fund	1,378,685	1,494,939	1,546,473	1,606,500	1,497,200	4,100,000	1,600,000
302 Water Enterprise Emergency Fund	0	0	0	0	0	2,000,000	0
305 2011 Water Revenue Bond Fund	959,443	30,050	6,824,586	6,000	30,100	30,000	30,000
306 2013 Water Revenue Bond Fund	0	0	14,072,672	0	15,700	30,000	30,000
430 Assessment Dist. 95-1	0	0	0	0	0	0	0
431 Assessment Dist. 95-1 Construction	332,241	44,595	(545)	1,600	3,090	1,600	1,600
432 Assessment Dist. 95-2 Debt Service	0	0	0	0	0	0	0
433 CFD 04-1	1,430,606	10,954,108	1,295,522	1,434,000	1,265,100	1,278,000	1,291,000
434 CFD 06-1 Construction	3,482	5,737,118	253,871	3,000	344,872	3,000	3,000
435 CFD 06-1 Debt Service	6,332,116	5,561,875	5,363,759	5,349,600	5,371,997	5,502,000	5,552,000
436 CFD 07-1 Debt Service	1,430,985	1,122,708	1,127,007	1,109,800	1,144,903	1,146,300	1,157,300
437 CFD 07-1 Construction	2	132	301	0	46	0	0
438 CFD 06-1 Annex Construction	146	214,821	292,897	100	100	100	100
440 CFD 13-1	0	0	0	0	0	0	0
441 CFD 14-1	0	0	0	0	0	13,200,000	0
561 2010 MCAS TABs	119,974	69,279	182,098	0	140,150	0	0
570 Successor Agency (Trust Fund)	6,567,409	10,115,598	5,536,235	0	5,000,000	5,000,000	5,000,000
575 Tustin Housing Authority	958,629	929,262	28,021	0	8,120	5,600	0
TOTAL	107,957,058	296,823,562	122,473,525	165,523,588	168,674,093	134,641,900	109,247,900

2015-17 FY OPERATING AND CAPITAL IMPROVEMENT BUDGET

EXPENDITURE SUMMARY

Expenditure Summary		11/12	12/13	13/14	14/15	14/15	15/16	16/17
		Actual	Actual	Actual	Budget	Projected	Proposed	Proposed
100	General Fund							
	City Council	136,213	85,081	47,985	47,400	47,581	37,500	37,500
	City Clerk	373,412	338,876	359,776	460,400	393,741	412,200	421,800
	City Attorney	684,272	538,702	475,086	550,000	557,500	550,000	550,000
	City Manager	763,859	684,347	1,272,627	1,742,750	1,510,535	1,242,600	1,259,800
	Finance	1,048,908	1,051,240	1,080,104	1,120,600	1,050,338	1,198,900	1,213,300
	Human Resources	757,631	649,527	551,769	720,700	587,109	685,100	734,400
	Community Development	2,626,537	2,519,316	2,671,861	2,938,700	2,719,432	2,854,100	2,748,500
	Public Works	9,595,182	7,532,613	7,705,945	9,648,262	9,292,975	11,191,200	10,884,700
	Police Services	22,677,205	21,763,559	22,134,424	23,141,600	22,499,049	23,318,400	23,874,300
	Fire Services	5,906,111	6,084,047	6,277,854	6,565,200	6,565,200	6,869,800	7,167,600
	Parks and Recreation	2,963,412	2,742,497	2,881,055	3,103,600	3,020,651	3,455,000	3,591,700
	Successor Agency / RDA	7,905,485	34,826	(472,599)	0	0	0	0
	Non-Departmental, Other	4,056,065	146,441,507	1,706,258	2,062,600	2,163,559	2,517,900	1,336,100
100	General Fund	59,494,292	190,466,137	46,692,144	52,101,812	50,407,671	54,332,700	53,819,700
101	Emergency Fund	0	0	0	0	0	0	0
186	Oblig Reimb Frm Successor Agnc	6,461,987	3,273,302	(937,239)	0	1,500	0	0
187	Backbone Fee Fund	0	787	18,321,741	1,750,000	3,207,000	10,128,300	0
189	Land Held for Resale	0	(20,968,042)	30,576,870	21,794,301	14,308,664	10,793,800	9,937,300
200	Capital Projects Fund—CIP	4,391,104	15,103,168	8,805,110	5,131,116	2,480,800	3,642,000	1,380,000
120	CDBG	1,157,928	402,111	533,129	1,156,600	1,124,222	552,300	882,300
129	Cable PEG Fees	0	0	0	0	0	500,000	0
130	Gas Tax	603,563	1,012,823	1,826,329	2,907,639	3,088,519	2,172,700	2,126,500
131	Park Development	177,398	598,192	299,197	973,500	509,333	1,736,700	80,000
132	Park Develop. Tustin Legacy	2,049	2,022	4,009	154,980	52,022	5,000,000	0
133	SCAQMD	2,802	68,550	210,499	100,000	65,000	98,000	0
134	Asset Forfeiture	56,644	109,304	243,083	320,000	52,000	275,000	100,000
136	Supplemental Law Enforcement	143,777	111,530	104,574	98,500	149,353	100,100	101,200
138	Measure M	583,723	347,424	724,155	16,176	66,200	0	0
139	Measure M2	143,164	4,674,930	2,652,425	12,039,541	5,382,000	3,798,800	1,034,000
141	Tustin LLD	645,193	786,566	746,490	735,700	726,700	1,285,200	1,285,200
142	Tustin SL	545,902	546,430	1,362,728	1,419,500	910,358	627,500	648,000
181	Workers Compensation	67,088	1,435,011	842,187	1,594,900	1,457,128	1,281,400	860,300
182	Liability	717,571	614,448	969,357	890,301	1,362,642	1,126,000	1,101,000
183	Unemployment	24,601	26,130	35,763	75,000	20,040	30,000	30,000
184	Equipment Replacement Fund	563,893	635,078	1,481,040	3,787,793	1,572,668	1,948,900	1,983,900
185	Information Technology	1,225,843	1,101,052	1,172,438	1,733,065	1,465,690	1,837,900	1,886,600
300	Water Enterprise	12,955,824	12,968,860	36,323,263	17,280,326	16,869,602	21,528,600	17,648,200
301	Water Capital Fund	777,195	627,343	610,206	3,394,000	2,262,271	2,975,600	1,535,000
302	Water Emergency Fund	0	0	0	0	0	0	0
305	2011 Water Rev Bond Fund	5,184,795	9,293,089	305,752	5,620,100	2,291	4,673,000	0
306	2013 Water Rev Bond Fund	0	0	4,882	1,075,000	502,300	1,825,000	8,600,000



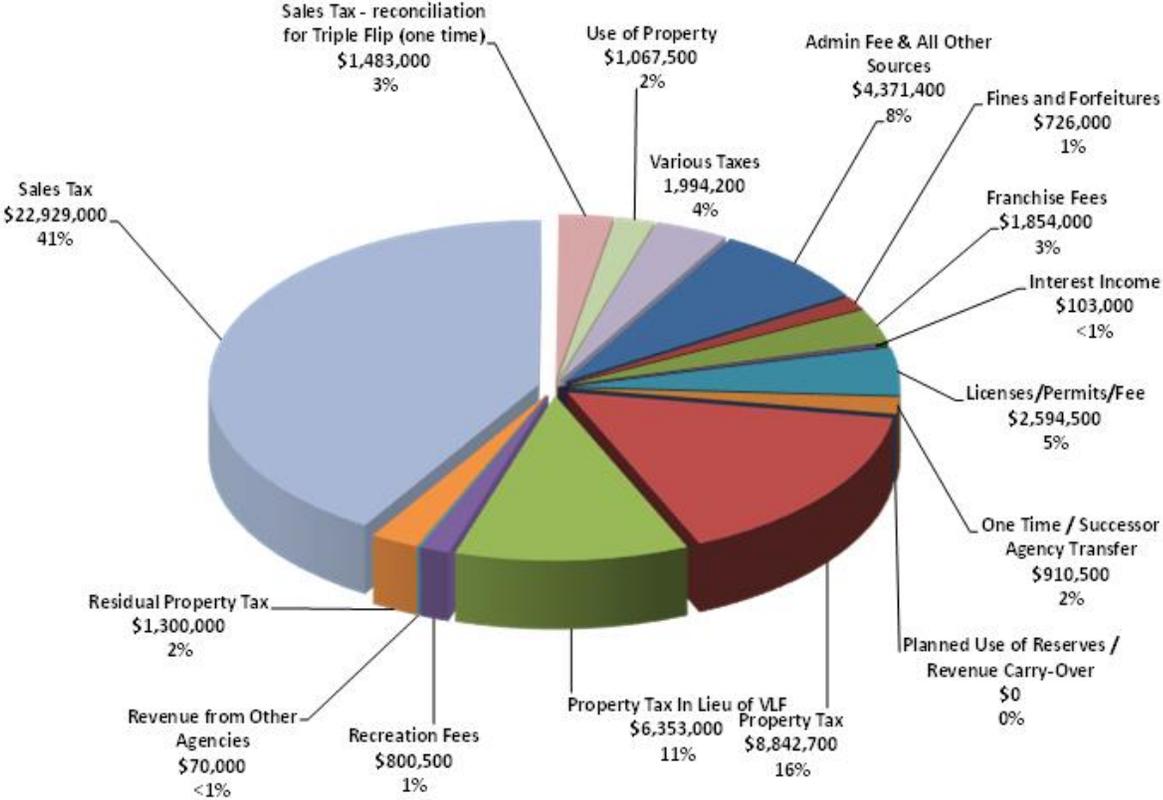
2015-17 FY OPERATING AND CAPITAL IMPROVEMENT BUDGET

Expenditure Summary	11/12	12/13	13/14	14/15	14/15	15/16	16/17
	Actual	Actual	Actual	Budget	Projected	Proposed	Proposed
430 Assess Dist. 95-1	0	0	0	0	0	0	0
431 Assess Dist. 95-1 Construction	1,234,684	381,800	257,756	342,100	339,100	745,200	740,200
432 Assess Dist. 95-2 Debt Service	0	0	0	0	0	0	0
433 CFD 04-1	1,315,801	13,486,693	839,913	1,345,319	1,245,650	1,336,200	1,343,000
434 CFD 06-1 Construction	12,851,042	10,776,306	11,289,721	12,671,987	5,778,763	2,250,000	0
435 CFD 06-1 Debt Service	5,087,159	5,713,432	5,402,886	5,340,913	5,358,609	5,447,200	5,534,100
436 CFD 07-1 Debt Service	1,072,843	1,436,181	1,110,669	1,122,725	1,111,025	1,127,900	1,148,400
437 CFD 07-1 Construction	8,791	3,481	21	0	0	0	0
438 CFD 06-1 Annex Construction	0	343,603	947,272	392,402	296,000	44,000	0
440 CFD 13-1	0	0	0	0	0	0	0
441 CFD 14-1	0	0	0	0	0	13,200,000	0
561 2010 MCAS TABs	7,095,462	933,263	291,583	10,889,200	888,200	29,704,400	107,500
570 Successor Agency (Trust Fund)	23,275,480	52,139,641	4,535,097	0	250,000	250,000	250,000
575 Tustin Housing Authority	9,910,405	32,557	240,171	366,400	264,344	335,700	329,400
TOTAL	157,778,001	308,483,200	178,825,224	168,620,896	123,577,665	186,710,100	114,491,800



GENERAL FUND REVENUES

FY 2015-16 General Fund Revenues

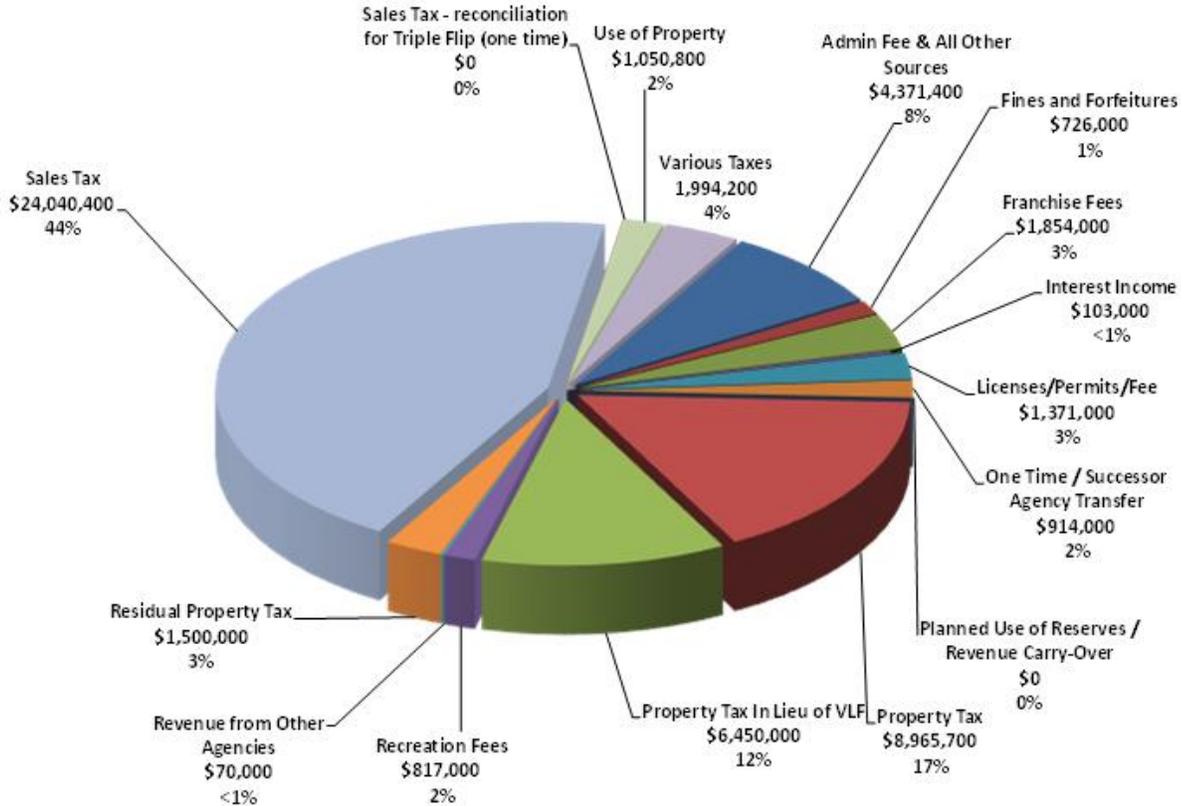


\$55,469,300



GENERAL FUND REVENUES

FY 2016-17 General Fund Revenues

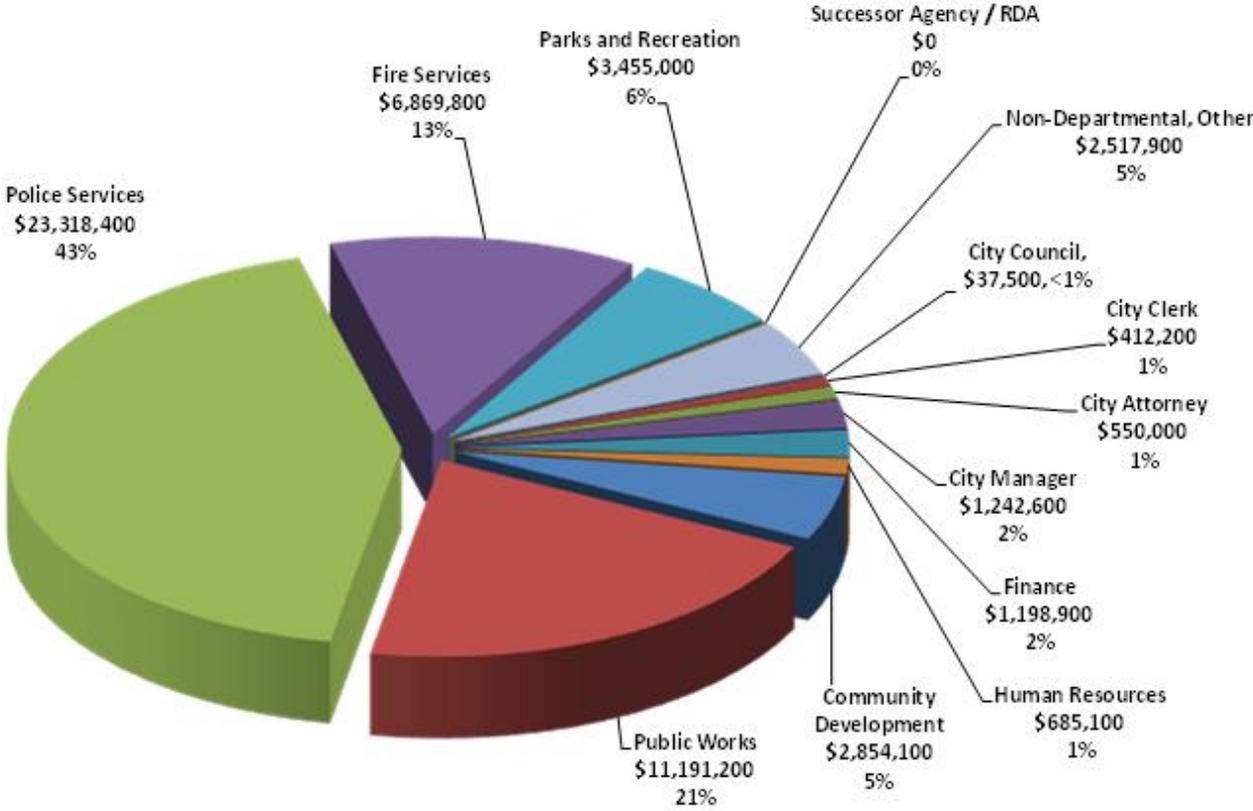


\$54,297,500



GENERAL FUND EXPENSES

FY 2015-16 General Fund Expenses

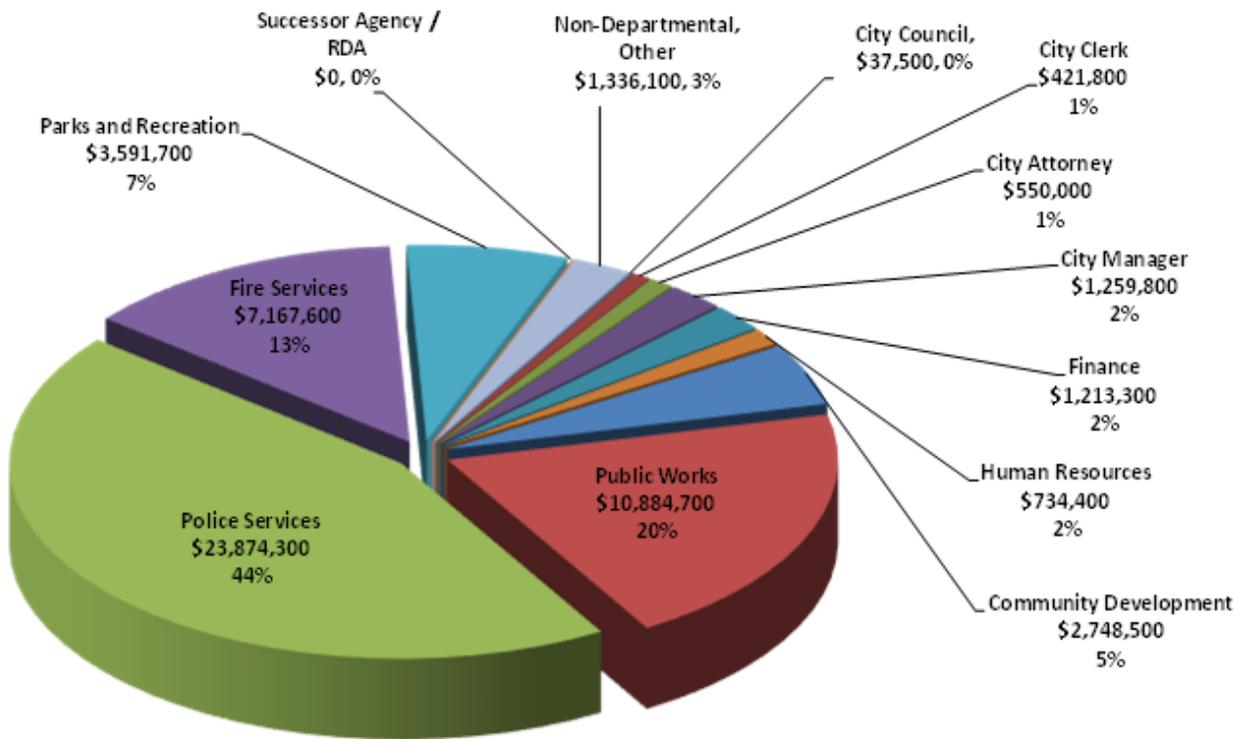


\$54,332,700



GENERAL FUND EXPENSES

FY 2016-17 General Fund Expenses

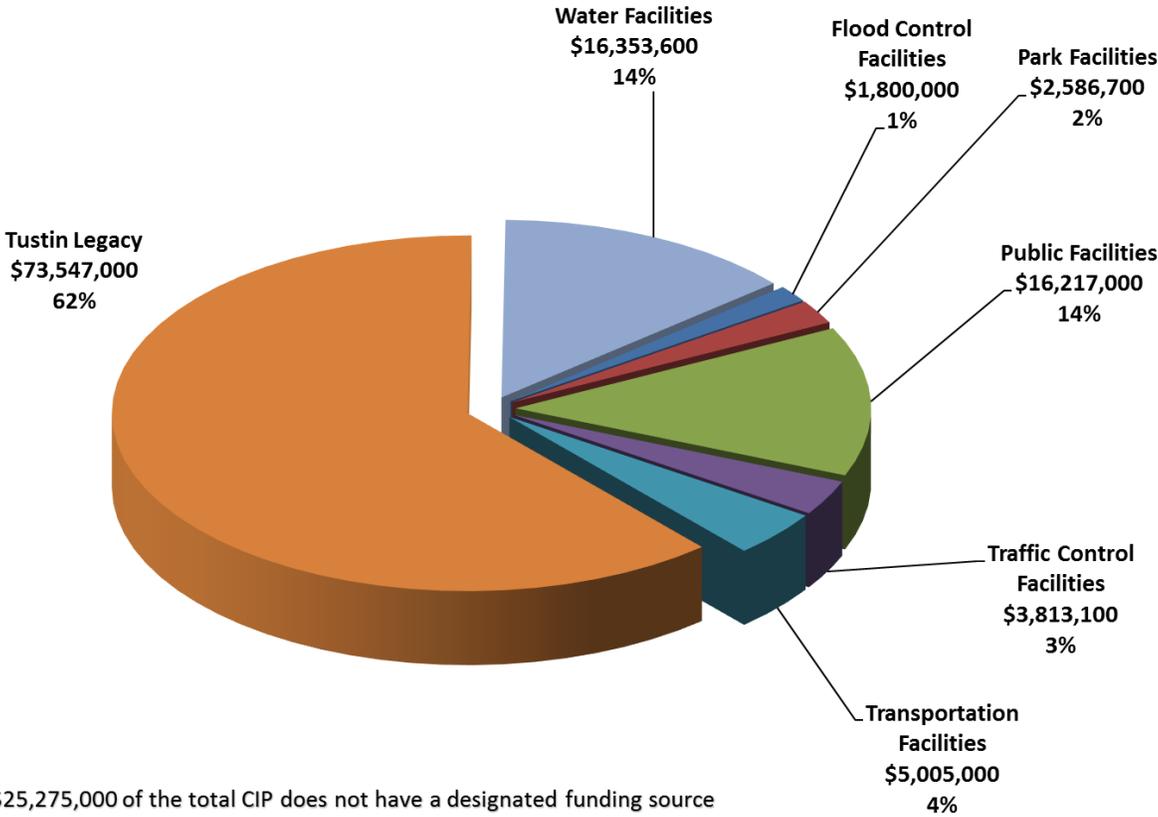


\$53,819,700



CAPITAL IMPROVEMENT PROJECTS

FY 2015-17 Capital Improvement Program



\$119,322,400



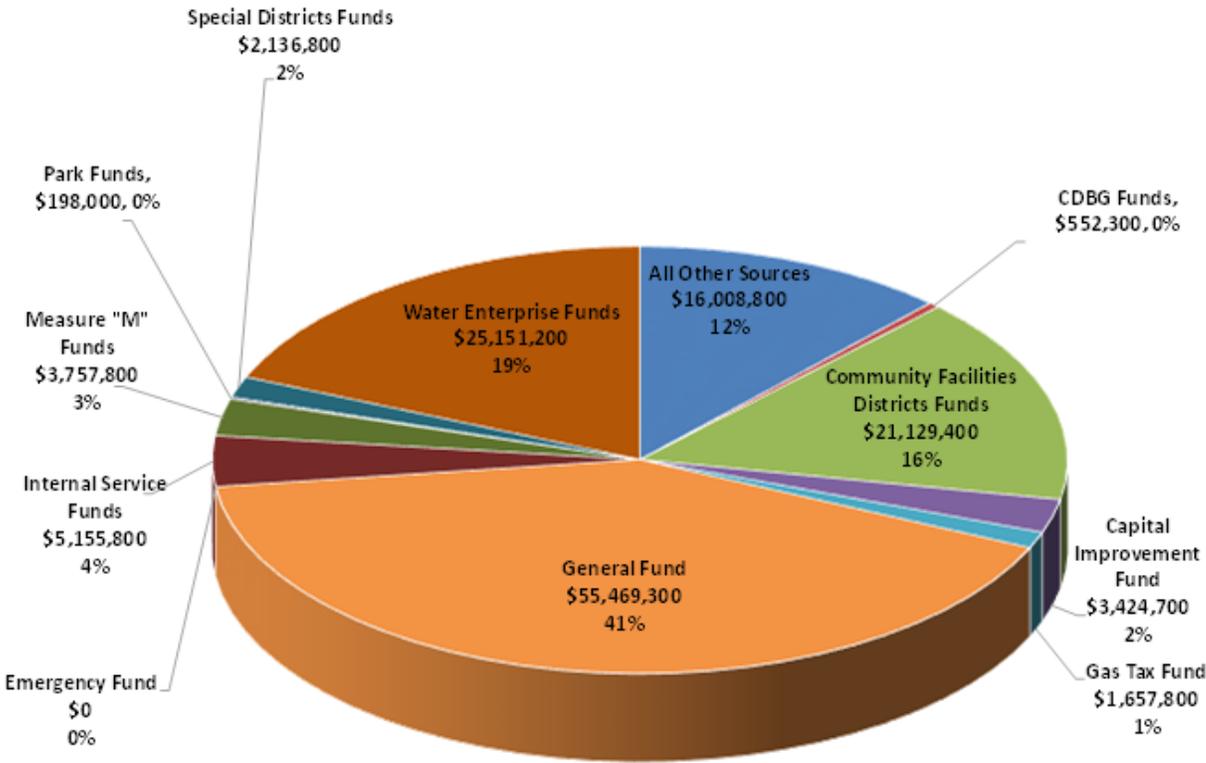
2015-17 FY OPERATING AND CAPITAL IMPROVEMENT BUDGET





TOTAL BUDGET REVENUES

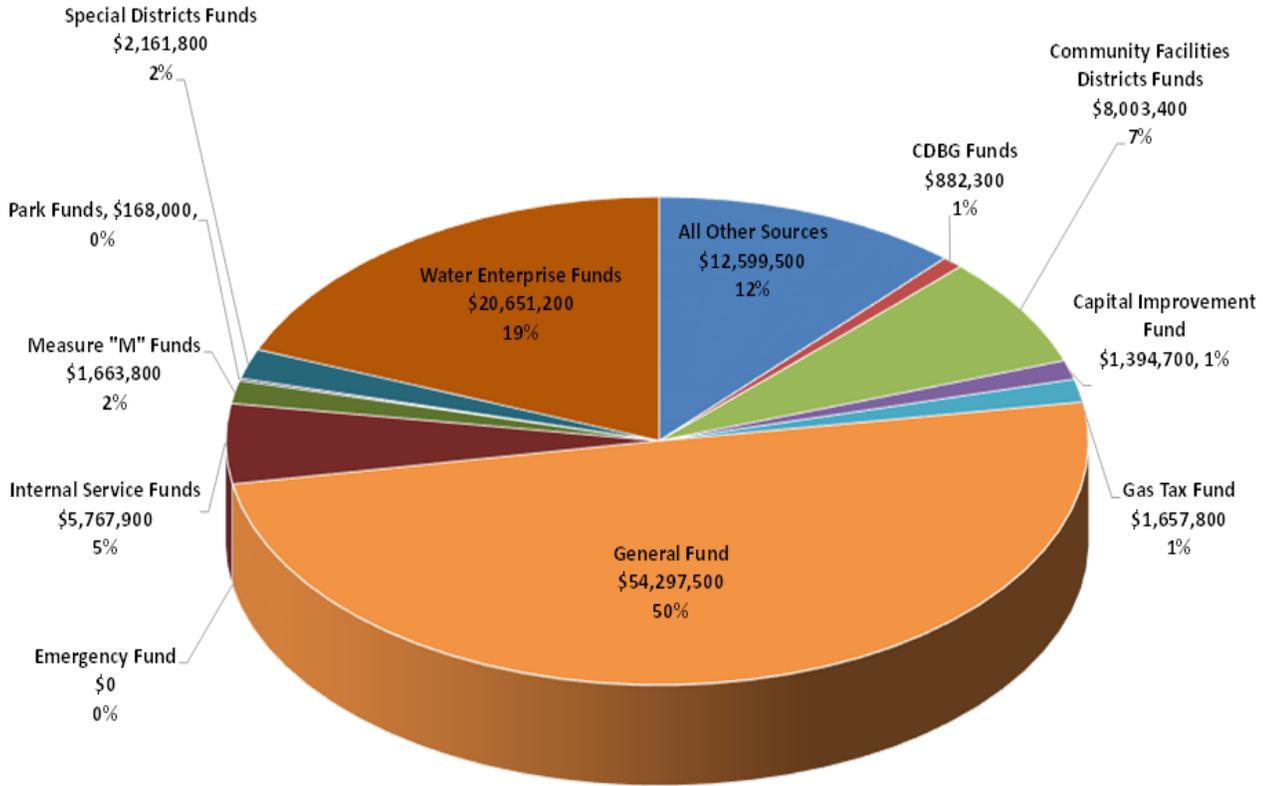
FY 2015-16 Total Budget Revenues



\$134,641,900



FY 2016-17 Total Budget Revenues

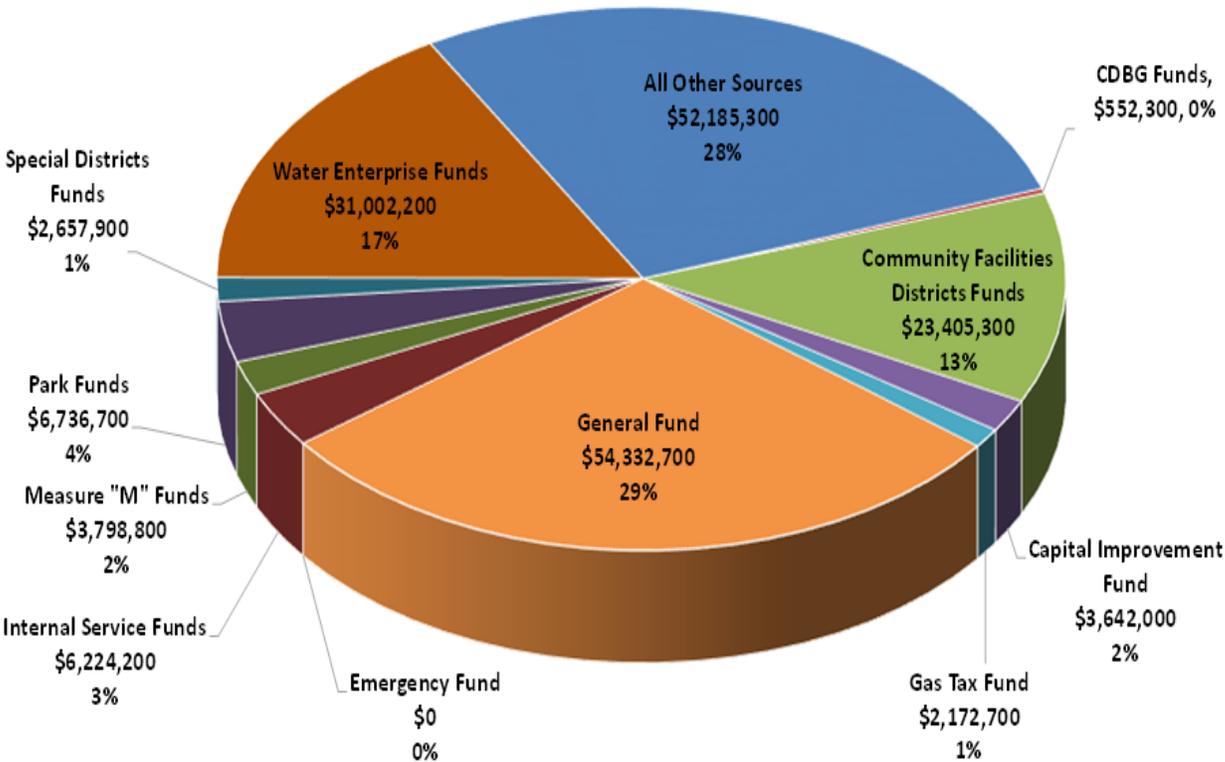


\$109,247,900



TOTAL BUDGET EXPENSES

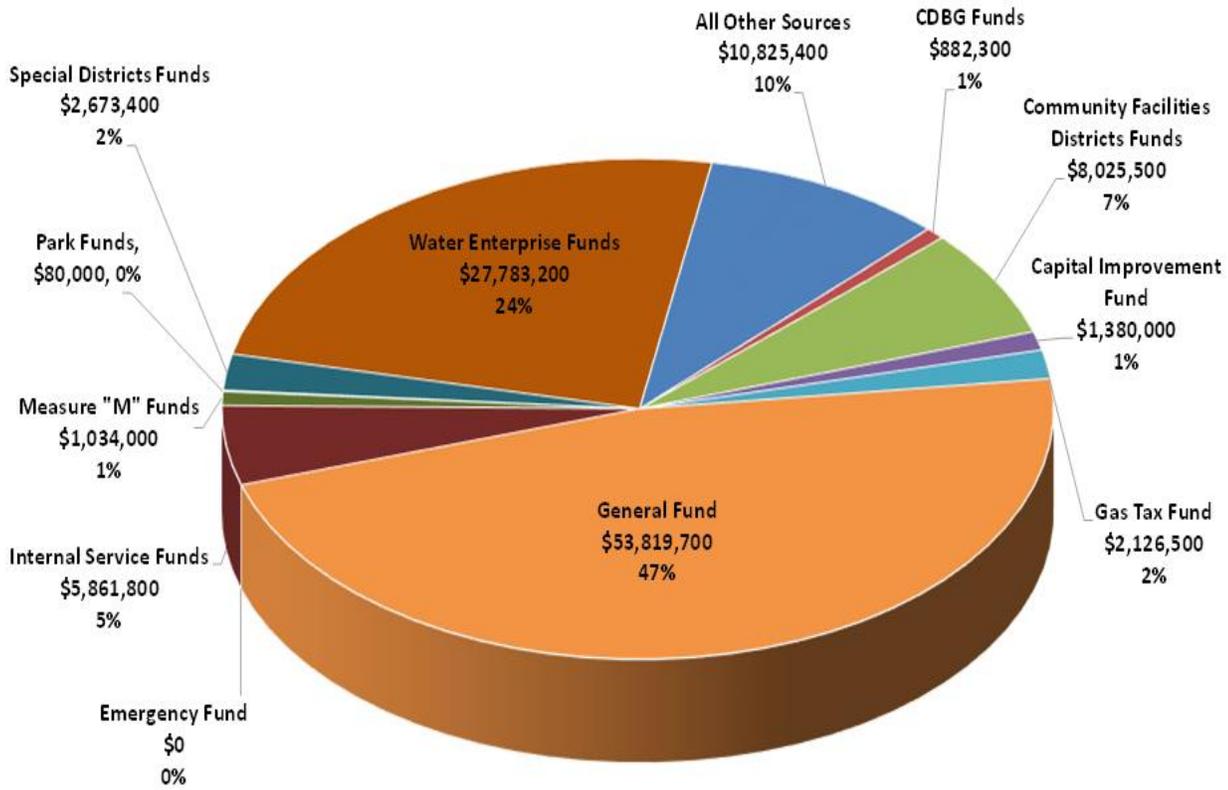
FY 2015-16 Total Budget Expenses



\$186,710,100



FY 2016-17 Total Budget Expenses

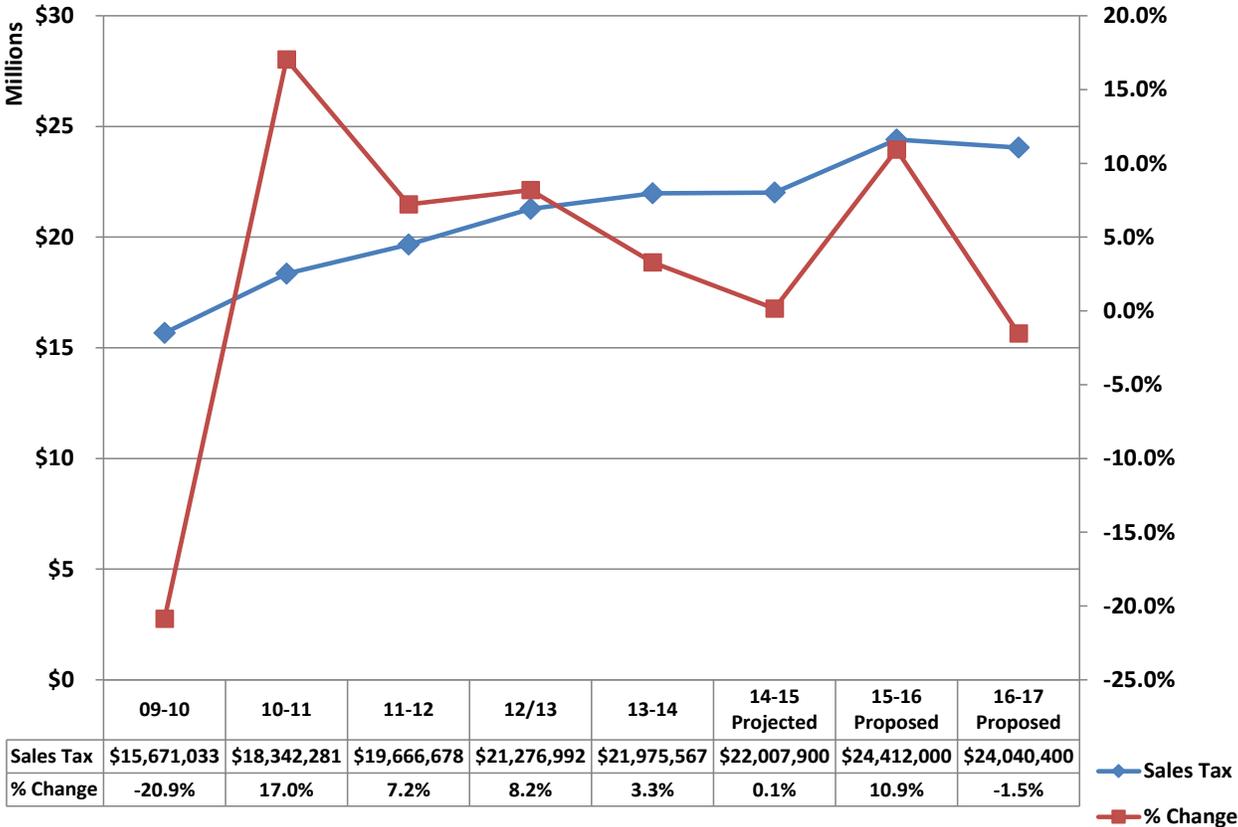


\$114,491,800



SALES TAX REVENUE

Sales Tax





2015-17 FY OPERATING AND CAPITAL IMPROVEMENT BUDGET

GANN LIMIT

FY 2015-16 APPROPRIATIONS LIMIT

Article XIII B of the California Constitution (enacted with the passage of Proposition 4 in 1979 and modified with the passage of Proposition 111 in 1990) restricts the appropriations growth rate for cities and other local jurisdictions. The growth rate is tied to changes in the population and the change in California Per Capita Personal Income. On May 1, 2015, the State Department of Finance notified each city of the population changes and per capita personal income factor to be used in determining appropriation limits. Effective January 1, 2015, the change in the California Per Capita Personal Income is 3.82% and the change in Orange County's population is 1.08%. Attached is the City's calculation for the permitted appropriations growth rate based on the above information from the State. In accordance with state law, the FY 1986-87 appropriation limit is to be used as the base year in calculating annual appropriation limits thereafter. The City of Tustin's FY 2015-16 Appropriation Limit is 5.4070 times the base year limit of \$14,249,831, which equals \$77,049,230. Total appropriations for FY 2015-16, subject to the limitation equal \$54,332,700, which is \$22,716,530 below the City's FY 2015-16 Appropriations Limit.

Exhibit A

City of Tustin

Appropriations Limits

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

Fiscal Year	(a) Per Capita P. Income Change	(b) City/County Population Change	(a)x(b) Current Calculation Factor	Cumulative Factor	Amended Limit
2002-03	0.9873	1.0143	1.0014	3.2053	\$45,675,589
2003-04	1.0231	1.0124	1.0358	3.3201	\$47,310,156
2004-05	1.0328	1.0090	1.0421	3.4598	\$49,301,686
2005-06	1.0526	1.0113	1.0645	3.6829	\$52,481,368
2006-07	1.0396	1.0163	1.0565	3.8912	\$55,448,952
2007-08	1.0442	1.0110	1.0557	4.1079	\$58,536,694
2008-09	1.0429	1.0258	1.0698	4.3946	\$62,622,954
2009-10	1.0062	1.0147	1.0210	4.4869	\$63,937,481
2010-11	0.9746	1.0139	0.9881	4.4337	\$63,179,627
2011-12	1.0251	1.0039	1.0291	4.5627	\$65,018,020
2012-13	1.0377	1.0105	1.0486	4.7845	\$68,177,626
2013-14	1.0512	1.0178	1.0699	5.1189	\$72,944,017
2014-15	0.9977	1.0037	1.0014	5.1261	\$73,045,518
2015-16	1.0382	1.0160	1.0548	5.4070	\$77,049,230

15-16 Factors as reported by the State Department of Finance

Per Capita Personal Income change over Prior Year: 3.82%

Population Change:

City of Tustin: 1.60%

Orange County: 1.08%



2015-17 FY OPERATING AND CAPITAL IMPROVEMENT BUDGET

CLASSIFICATION PLAN – PERSONNEL BUDGETING

	FY 14-15		FY 15-16	FY 16-17	BARG UNIT	FLSA
	CURRENT	NET	ADOPTED	PROPOSED		EXEMPT
	Funded	CHANGE	Funded	Funded		NON/EXEMPT
Accounting Specialist	2.00	0.00	2.00	2.00	TMEA	N
Administrative Assistant	7.0	1.0	8.0	8.0	TMEA	N
Administrative Services Manager	1.0	0.0	1.0	1.0	MGMT	E
Assistant Director of Community Dev - Building	1.0	0.0	1.0	1.0	MGMT	E
Assistant Director of Community Dev - Planning	1.0	0.0	1.0	1.0	MGMT	E
Assistant Engineer	2.0	0.0	2.0	2.0	TMEA	N
Assistant Planner	1.0	0.0	1.0	1.0	TMEA	N
Assistant to the City Manager	0.0	1.0	1.0	1.0	TMEA	N
Associate Engineer	1.0	0.0	1.0	1.0	TMEA	N
Building Permit Technician	1.0	0.0	1.0	1.0	TMEA	N
City Clerk	0.0	1.0	1.0	1.0	MGMT	E
City Clerk Services Supervisor	1.0	(1.0)	0.0	0.0	MGMT	E
City Manager	1.0	0.0	1.0	1.0	N/A	E
Code Enforcement Officer	2.0	0.0	2.0	2.0	TMEA	N
Crime Analyst	1.0	0.0	1.0	1.0	TPSSA	N
Customer Service Supervisor	1.0	0.0	1.0	1.0	SUPV	N
Deputy Building Official	0.0	0.0	0.0	0.0	MGMT	E
Deputy City Manager	1.0	(1.0)	0.0	0.0	EMGMT	E
Deputy Director of Economic Development	1.0	0.0	1.0	1.0	MGMT	E
Deputy Director of Parks & Rec	0.0	1.0	1.0	1.0	MGMT	E
Deputy Director of Public Works - Engineering	1.0	0.0	1.0	1.0	MGMT	E
Deputy Director of Public Works - Operations	0.0	0.0	0.0	0.0	MGMT	E
Director of Community Development	1.0	0.0	1.0	1.0	EMGMT	E
Director of Finance	1.0	0.0	1.0	1.0	EMGMT	E
Director of Human Resources	1.0	0.0	1.0	1.0	EMGMT	E
Director of Parks & Recreation	1.0	0.0	1.0	1.0	EMGMT	E
Director of Public Works/City Engineer	1.0	0.0	1.0	1.0	EMGMT	E
Economic Development & Housing Manager	1.0	0.0	1.0	1.0	MGMT	E
Environmental Compliance Specialist	1.0	(1.0)	0.0	0.0	TMEA	N
Equipment Mechanic	3.0	0.0	3.0	3.0	TMEA	N
Equipment Operator	3.0	0.0	3.0	3.0	TMEA	N
Executive Assistant	6.0	0.0	6.0	6.0	TMEA/CONF	N
Executive Coordinator	1.0	0.0	1.0	1.0	CONF	N
Field Services Manager	1.0	0.0	1.0	1.0	MGMT	E
Finance Manager	1.0	0.0	1.0	1.0	MGMT	E
Human Resources Manager	0.0	0.0	0.0	0.0	MGMT	E
Information Technology Specialist	3.00	0.00	3.00	3.00	TMEA	N
Mail and Duplication Specialist	1.0	(1.0)	0.0	0.0	TMEA	N
Maintenance Leadworker	4.0	0.0	4.0	4.0	TMEA	N
Maintenance Supervisor	4.0	0.0	4.0	4.0	MGMT	E
Maintenance Worker	9.0	1.0	10.0	10.0	TMEA	N

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2015-17 FY OPERATING AND CAPITAL IMPROVEMENT BUDGET

	FY 14-15 CURRENT Funded	NET CHANGE	FY 15-16 ADOPTED Funded	FY 16-17 PROPOSED Funded	BARG UNIT	FLSA EXEMPT NON/EXEMPT
Management Analyst	2.75	0.00	2.75	2.75	TMEA/CONF	N
Management Assistant	3.0	1.0	4.0	4.0	TMEA/CONF	N
Police Captain	2.0	0.0	2.0	2.0	MGMT	E
Police Chief	1.0	0.0	1.0	1.0	EMGMT	E
Police Communications Lead	2.0	0.0	2.0	2.0	TPSSA	N
Police Communications Officer I	7.0	0.0	7.0	7.0	TPSSA	N
Police Communications Officer II	3.0	0.0	3.0	3.0	TPSSA	N
Police Communications Supervisor	1.0	0.0	1.0	1.0	SUPV	N
Police Fleet Coordinator	1.0	0.0	1.0	1.0	TPSSA	N
Police Lieutenant	4.0	1.0	5.0	5.0	TPMA	E
Police Officer	69.0	0.0	69.0	69.0	TPOA	N
Police Records Lead	2.0	0.0	2.0	2.0	TPSSA	N
Police Records Specialist	10.0	0.0	10.0	10.0	TPSSA	N
Police Records Supervisor	1.0	0.0	1.0	1.0	SUPV	N
Police Sergeant	18.0	0.0	18.0	18.0	TPMA	N
Police Services Officer I	4.0	0.0	4.0	4.0	TPSSA	N
Police Services Officer II	3.0	0.0	3.0	3.0	TPSSA	N
Police Services Officer III	7.0	0.0	7.0	7.0	TPSSA	N
Police Services Officer Supervisor	1.0	0.0	1.0	1.0	SUPV	N
Police Support Services Manager	2.0	0.0	2.0	2.0	MGMT	N
Principal Engineer	3.0	1.0	4.0	4.0	MGMT	E
Principal Management Analyst	2.0	(1.0)	1.0	1.0	MGMT	E
Principal Planner	1.0	0.0	1.0	1.0	MGMT	E
Property & Evidence Supervisor	1.0	0.0	1.0	1.0	SUPV	N
Property & Evidence Technician	2.0	0.0	2.0	2.0	TPSSA	N
Public Works Inspector	2.0	(1.0)	1.0	1.0	TMEA	N
Public Works Manager	0.0	0.0	0.0	0.0	MGMT	E
Recreation Coordinator	4.0	1.0	5.0	5.0	SUPV	N
Recreation Facilities Lead	1.0	0.0	1.0	1.0	TMEA	N
Recreation Program Specialist	1.0	0.0	1.0	1.0	TMEA	N
Recreation Superintendent	1.0	(1.0)	0.0	0.0	MGMT	E
Recreation Supervisor	2.0	0.0	2.0	2.0	MGMT	E
Risk Manager	0.0	0.0	0.0	0.0	MGMT	E
Senior Accountant	1.0	0.0	1.0	1.0	MGMT	E
Senior Accounting Specialist	4.00	0.00	4.00	4.00	TMEA	N
Senior Building Inspector	1.0	1.0	2.0	2.0	TMEA	N
Senior Maintenance Worker	8.0	1.0	9.0	9.0	TMEA	N
Senior Management Analyst	2.0	1.0	3.0	3.0	MGMT	E
Senior Management Assistant	2.0	0.0	2.0	2.0	MGMT	E
Senior Planner	3.0	0.0	3.0	3.0	MGMT	E

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2015-17 FY OPERATING AND CAPITAL IMPROVEMENT BUDGET

	FY 14-15 CURRENT Funded	NET CHANGE	FY 15-16 ADOPTED Funded	FY 16-17 PROPOSED Funded	BARG UNIT	FLSA EXEMPT NON/EXEMPT
Senior Public Works Inspector	0.0	1.0	1.0	1.0	TMEA	N
Transportation Coordinator	1.0	0.0	1.0	1.0	TMEA	N
Tustin Legacy Development Services Manager	0.0	0.0	0.0	0.0	MGMT	E
Water Distribution Leadworker	1.0	0.0	1.0	1.0	TMEA	N
Water Distribution Operator I/II	8.00	0.0	8.0	8.0	TMEA	N
Water Equipment Operator	2.0	0.0	2.0	2.0	TMEA	N
Water Maintenance & Construction Supervisor	1.0	0.0	1.0	1.0	MGMT	E
Water Meter Reader	2.0	0.0	2.0	2.0	TMEA	N
Water Services Manager	1.0	0.0	1.0	1.0	MGMT	E
Water Treatment Operator I	0.0	0.0	0.0	0.0	TMEA	N
Water Treatment Operator II	3.0	0.0	3.0	3.0	TMEA	N
Water Treatment Supervisor	1.0	0.0	1.0	1.0	MGMT	E
Total Full-Time Regular Allocated Positions	272.75	6.00	278.75	278.75		

At-will, Non-Exempt, Unallocated Hourly Classifications*

Administrative Intern	Police Reserve Officer
Information Technology Intern	Police Services Officer I
Maintenance Aide	Receptionist
Master Reserve Officer	Recreation Facilities Assistant
Office Assistant	Recreation Leader
Parking Control Officer	Recreation Leader - w/ Class B
Police Cadet	Recreation Program Assistant
Police Communications Officer II	Temporary Employee

KEY

CONF - CONFIDENTIAL	SUPV - SUPERVISORY
E - EXEMPT	TMEA - TUSTIN MUNICIPAL EMPLOYEES ASSOCIATION
N - NON-EXEMPT	TPMA - TUSTIN POLICE MANAGEMENT ASSOCIATION
EMGMT - EXECUTIVE MANAGEMENT	TPOA - TUSTIN POLICE OFFICERS ASSOCIATION
MGMT - MANAGEMENT	TPSSA - TUSTIN POLICE SUPPORT SERVICES ASSOCIATION



GENERAL FUND REVENUE

TUSTIN



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HONORING OUR PAST



2015-17 FY OPERATING AND CAPITAL IMPROVEMENT BUDGET

REVENUE SUMMARY

Revenue Summary	11/12	12/13	13/14	14/15	14/15	15/16	16/17
	Actual	Actual	Actual	Budget	Projected	Adopted	Proposed
100 General Fund							
Property Tax in Lieu of VLF	5,795,603	5,912,403	6,117,809	5,940,000	6,091,156	6,353,000	6,450,000
Property Taxes	7,814,429	8,177,456	8,311,526	8,443,700	8,471,700	8,842,700	8,965,700
Residual Property Taxes	0	1,890,121	995,274	1,500,000	1,500,000	1,300,000	1,500,000
In Lieu-Prop Tax	12,940	17,771	18,127	12,700	18,126	12,700	12,700
AB 1290 Pass Thru	70,391	71,518	77,227	75,000	75,000	75,000	75,000
Special Tax B	2,379,574	2,570,192	2,620,058	2,250,000	2,250,000	2,350,000	2,350,000
Franchise Fees	1,740,526	1,788,688	1,797,936	1,765,000	1,889,063	1,854,000	1,854,000
Sales Tax Backfill	4,930,880	5,021,322	5,910,416	5,528,000	5,794,500	4,173,400	0
Sales and Use Tax	14,735,797	16,255,670	16,065,151	16,792,400	16,213,400	20,238,600	24,040,400
Sales Tax - Public Safety - Prop 172	265,187	298,413	312,465	284,200	284,000	284,200	284,200
Transient Occupancy Tax	137,131	137,064	616,897	630,000	610,000	1,250,000	1,250,000
Business License Fees	44,800	377,498	393,241	400,000	405,000	405,000	405,000
Real Property Transfer Tax	320,738	366,790	302,916	250,000	417,000	310,000	310,000
New Construction Tax	43,832	33,346	297,948	294,100	50,000	150,000	150,000
Planning Plan Check Fees	86,217	154,691	198,936	157,300	211,795	316,500	112,550
Building Permits & Plan Checks	566,930	938,364	1,395,180	998,500	1,063,977	1,582,300	562,750
Fees and Other Permits	245,560	236,143	259,004	290,700	242,488	290,700	290,700
Fines and Forfeitures	875,068	678,428	631,339	726,000	603,000	726,000	726,000
Interest Income	51,625	20,336	161,924	103,000	150,425	175,000	175,000
Use of property	359,257	415,935	595,987	762,000	944,494	1,067,500	1,050,800
POST Reimbursement	26,608	53,612	26,422	35,000	38,000	35,000	35,000
Revenue from Other Agencies	420	35,105	5,104	20,000	5,000	5,000	5,000
State Grants	21,846	106,833	36,615	0	7,654	3,000	3,000
Federal Grants	23,050	51,431	40,224	0	80,000	25,000	25,000
Sports Fees	334,899	312,360	308,787	306,000	300,000	315,500	315,500
Class Fees	288,535	265,486	308,667	290,000	285,400	290,000	300,000
Other Recreation Fees	172,259	177,328	194,275	181,500	180,044	195,000	201,500
Transfer In	6,672,306	2,675,593	1,802,221	929,000	929,000	910,500	914,000
Reimbursement from Other Funds	2,855,360	1,200,000	1,200,000	1,300,000	1,300,000	1,300,000	1,300,000
All Other Sources	827,094	889,477	733,088	414,300	620,883	633,700	633,700
General Fund Total	51,698,861	51,129,372	51,734,763	50,678,400	51,031,105	55,469,300	54,297,500

GENERAL FUND EXPENDITURES

TUSTIN



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CITY COUNCIL

TUSTIN



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HONORING OUR PAST



2015-17 FY OPERATING AND CAPITAL IMPROVEMENT BUDGET

DESCRIPTION:

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

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

EXPENDITURE SUMMARY

Expenditure Summary	11/12	12/13	13/14	14/15	14/15	15/16	16/17
	Actual	Actual	Actual	Budget	Projected	Adopted	Proposed
City Council							
Personnel	123,650	67,827	22,359	9,900	9,719	0	0
Operations	12,564	17,254	25,626	37,500	37,862	37,500	37,500
Capital	0	0	0	0	0	0	0
	136,213	85,081	47,985	47,400	47,581	37,500	37,500

CITY MANAGER

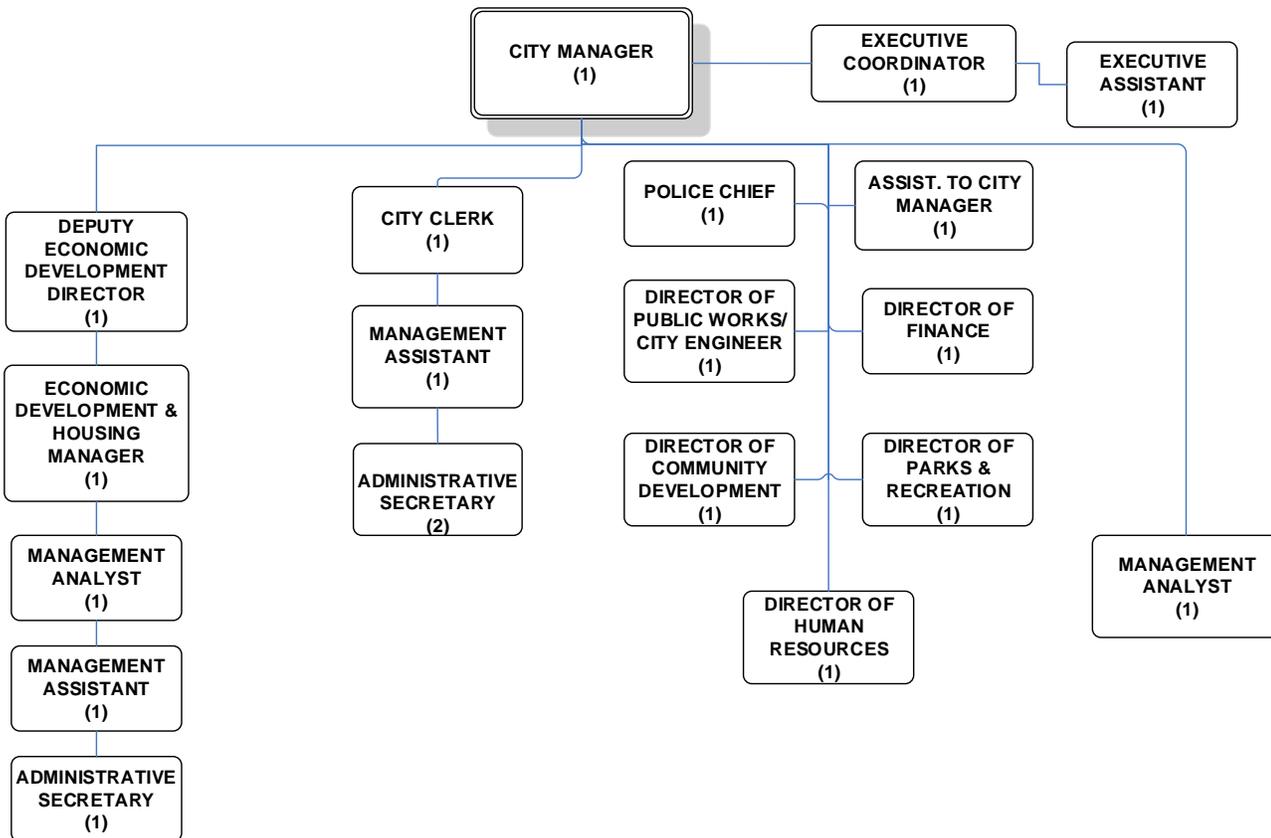
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CITY MANAGER'S OFFICE ORGANIZATIONAL CHART





2015-17 FY OPERATING AND CAPITAL IMPROVEMENT BUDGET

DESCRIPTION:

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

TASKS:

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

EXPENDITURE SUMMARY

Expenditure Summary	11/12	12/13	13/14	14/15	14/15	15/16	16/17
	Actual	Actual	Actual	Budget	Projected	Adopted	Proposed
City Manager							
Personnel	704,416	621,461	793,037	601,200	629,514	683,600	702,000
Operations	59,444	62,886	65,171	87,500	57,200	90,700	92,100
Capital	0	0	0	0	0	0	0
	763,859	684,347	858,208	688,700	686,714	774,300	794,100

ECONOMIC DEVELOPMENT DIVISION

The Economic Development Division operation has been incorporated back into the General Fund as a division of the City Manager's Office. Economic development was previously performed by the former Redevelopment Agency / Successor Agency staff. The dissolution of the Tustin Community Redevelopment Agency eliminated a dedicated funding source for this activity and, as such, a transfer of \$500,000 from the Land Proceeds Fund has been included in the budget to offset the costs associated with economic development activity.

EXPENDITURE SUMMARY

Expenditure Summary	11/12	12/13	13/14	14/15	14/15	15/16	16/17
	Actual	Actual	Actual	Budget	Projected	Adopted	Proposed
Economic Development Division							
Personnel	0	0	344,173	352,700	336,216	318,700	328,500
Operations	0	0	70,246	701,350	487,606	149,600	137,200
Capital	0	0	0	0	0	0	0
	0	0	414,419	1,054,050	823,822	468,300	465,700

SUCCESSOR AGENCY

The Successor Agency to the former Tustin Community Redevelopment Agency (RDA) was formed on February 1, 2012 as the RDA was dissolved by AB X1 26. The Successor Agency is tasked with winding down the former RDA. The Successor Agency can only pay enforceable obligations that are on the Recognized Obligation Payment Schedule (ROPS) that have been approved by the State Department of Finance (DoF). The ROPS needs to be approved by the Oversight Board and DoF every six (6) months. The dissolution act included a provision for administrative costs associated with the winding down of the former redevelopment agency and, as such, a transfer to \$250,000 was included in the budget to offset some General Fund costs.

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

RECOGNIZED OBLIGATION PAYMENT SCHEDULE (ROPS)

The Successor Agency received a letter on April 10, 2015 from the State Department of Finance on the ROPS 15-16A (Jul-Dec 2015) approving the total distribution from the Redevelopment Property Tax Trust Fund (RPTTF) in the amount of \$0. The total approved obligation was reclassified to reserve balances in the Successor Agency Fund. The following table shows the reconciliation of the ROPS approval:

ROPS 15-16 A

Total RPTTF Request	\$5,461,342
Total DOF Denials:	(\$619,394)
Administrative Allowance:	\$250,000
Total RPTTF Amount Approved:	\$5,091,948
Amount Reclassified to Other Funds/Reserve Balance:	(\$5,051,948)
Prior Period Adjustments:	(\$40,000)
Other Adjustments:	\$0
Total RPTTF Distributed to Successor Agency:	\$0



CITY CLERK

TUSTIN



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DESCRIPTION:

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

TASKS:

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

EXPENDITURE SUMMARY

Expenditure Summary	11/12	12/13	13/14	14/15	14/15	15/16	16/17
	Actual	Actual	Actual	Budget	Projected	Adopted	Proposed
City Clerk							
Personnel	298,072	249,653	253,235	308,500	271,021	301,000	310,700
Operations	75,340	89,222	86,614	141,400	112,720	110,700	110,600
Capital	0	0	19,927	10,500	10,000	500	500
	373,412	338,876	359,776	460,400	393,741	412,200	421,800

CITY ATTORNEY

TUSTIN



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2015-17 FY OPERATING AND CAPITAL IMPROVEMENT BUDGET

DESCRIPTION:

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

TASKS:

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

EXPENDITURE SUMMARY

Expenditure Summary	11/12	12/13	13/14	14/15	14/15	15/16	16/17
	Actual	Actual	Actual	Budget	Projected	Adopted	Proposed
City Attorney							
Personnel	0	0	0	0	0	0	0
Operations	684,272	538,702	475,086	550,000	557,500	550,000	550,000
Capital	0	0	0	0	0	0	0
	<u>684,272</u>	<u>538,702</u>	<u>475,086</u>	<u>550,000</u>	<u>557,500</u>	<u>550,000</u>	<u>550,000</u>

FINANCE

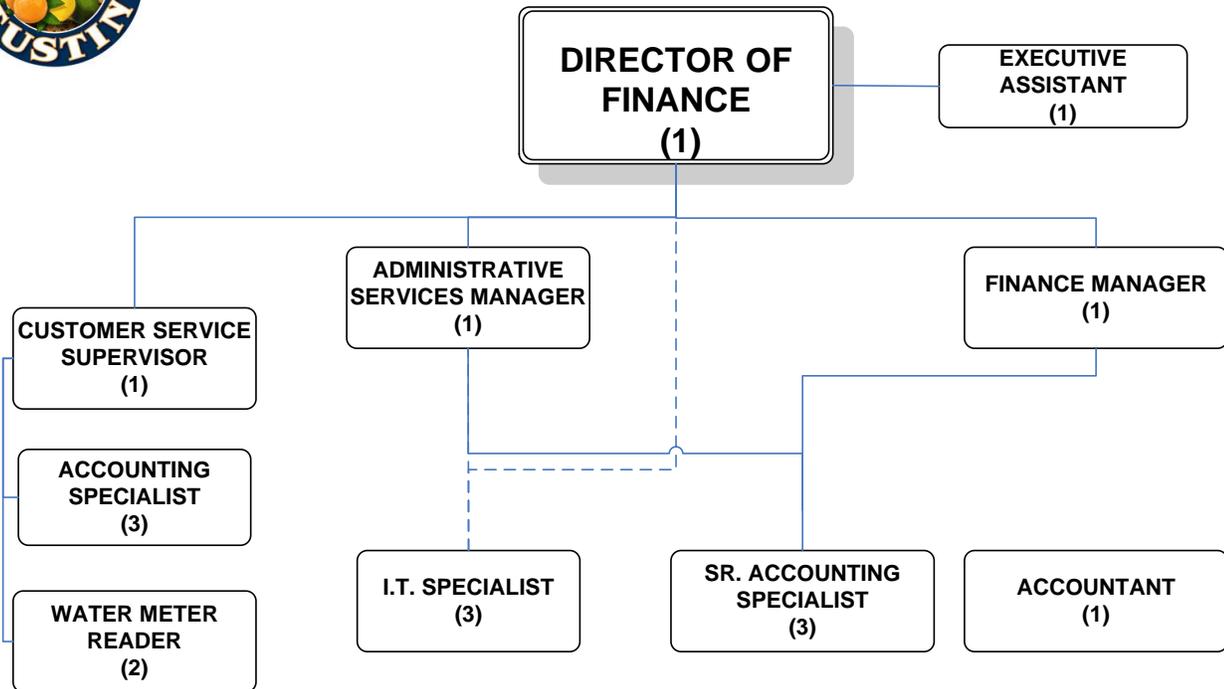
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FINANCE DEPARTMENT'S ORGANIZATIONAL CHART



DESCRIPTION:

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

TASKS:

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

 2015-17 FY OPERATING AND CAPITAL IMPROVEMENT BUDGET

EXPENDITURE SUMMARY

Expenditure Summary	11/12	12/13	13/14	14/15	14/15	15/16	16/17
	Actual	Actual	Actual	Budget	Projected	Adopted	Proposed
Finance							
Personnel	853,136	877,044	884,415	850,300	801,798	874,200	897,500
Operations	195,772	174,196	195,689	269,300	247,540	323,700	314,800
Capital	0	0	0	1,000	1,000	1,000	1,000
	1,048,908	1,051,240	1,080,104	1,120,600	1,050,338	1,198,900	1,213,300

HUMAN RESOURCES

TUSTIN

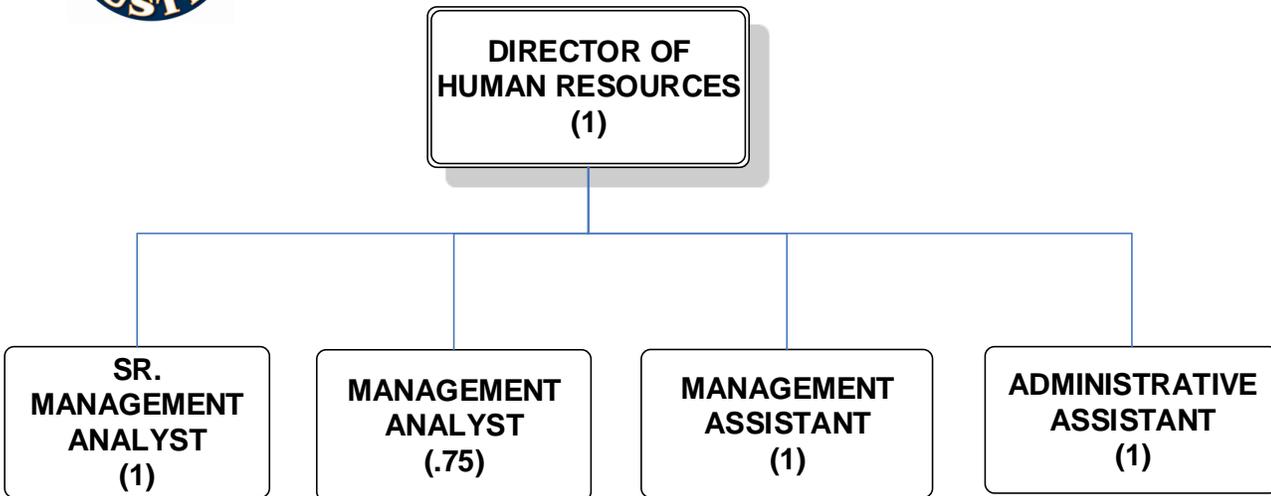


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HUMAN RESOURCES

ORGANIZATIONAL CHART



2015-17 FY OPERATING AND CAPITAL IMPROVEMENT BUDGET

DESCRIPTION:

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

TASKS:

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

EXPENDITURE SUMMARY

Expenditure Summary	11/12	12/13	13/14	14/15	14/15	15/16	16/17
	Actual	Actual	Actual	Budget	Projected	Adopted	Proposed
Human Resources							
Personnel	573,448	467,723	401,715	450,800	427,284	500,800	537,800
Operations	184,183	181,803	150,055	269,900	155,825	182,300	196,600
Capital	0	0	0	0	4,000	2,000	0
	757,631	649,527	551,769	720,700	587,109	685,100	734,400



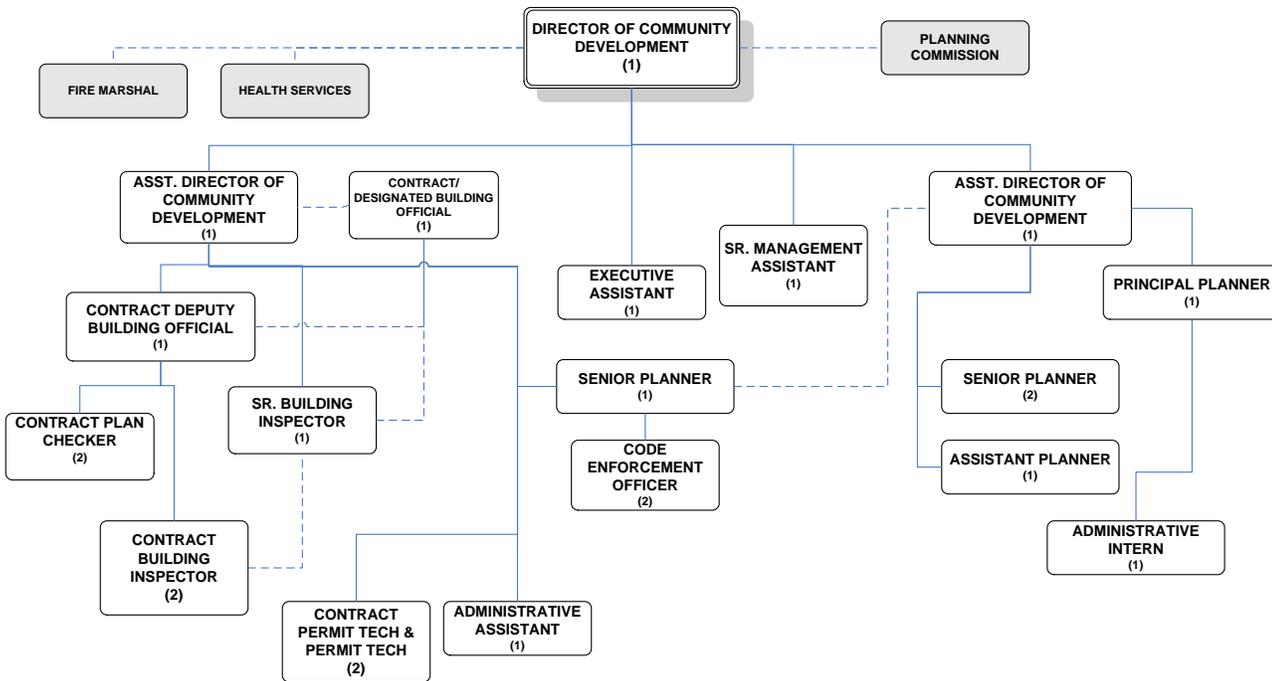
COMMUNITY DEVELOPMENT

TUSTIN



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COMMUNITY DEVELOPMENT ORGANIZATIONAL CHART



PLANNING DIVISION

DESCRIPTION:

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

TASKS:

1. Prepare an MCAS Tustin Specific Plan Amendment to explore potential Transit Oriented Developments (TOD), mixed uses, adaptive reuse of structures and land, and high density residential uses through a new vision concept.
2. Prepare the Downtown Commercial Core Plan to provide a comprehensive planned vision of Downtown Tustin which encompasses three core areas of Tustin including Old Town Tustin, First Street corridor, and the commercial freeway interface at the 5 & 55 freeway intersections in order to encourage economic development and coordinated improvements.
3. Complete the Old Town Commercial Design Guidelines document.
4. Implement and administer the Tustin Pioneer Recognition Program.
5. Process discretionary entitlements, including design reviews, conditional use permits, variances, subdivisions, minor adjustments, etc.
6. Perform plan checks for new development, tenant improvements, and other building projects.
7. Process temporary use permits, large gathering use permits, temporary sign permits, and film permits.
8. Continue primary responsibility for planning and development monitoring tasks associated with the Tustin Legacy project.
9. Provide staff support for the administration of activities associated with the federal Community Development Block Grant (CDBG) Program including public service and public facility and improvement projects with an annual allocation of \$688,674.
10. Monitor regional planning and development activities, particularly for community impacts associated with development projects occurring in the neighboring communities of Santa Ana, Orange and Irvine.
11. Continue the City's current program for monitoring aircraft noise associated with flights to and from John Wayne Airport.
12. Review Proposed State and federal legislation for potential impacts to Tustin and prepare position papers and correspondences on pending legislation.
13. Review Business License related land use inquiries and requests and provide Zoning Code and other information to new/existing businesses.
14. Continue to provide phone and counter support as a one-stop planning and community development counter to maintain quality of service throughout the City.

2015-17 FY OPERATING AND CAPITAL IMPROVEMENT BUDGET

15. Assist the Public Works Department in preparing environmental documents for major capital improvement projects.
16. Complete the comprehensive revisions to the City's General Plan with consultant assistance and schedule Planning Commission and City Council workshops, budget permitting.
17. Maintain current demographic information and provide updated information to the public. Work with the Center for Demographic Research, State Department of Finance, and Southern California Association of Governments on updating demographic projections.
18. Administer and oversee the City's Cultural Resources District. Develop and implement a Cultural Resources District work program for the Planning Commission. Process Mills Act program contracts and administer the Tustin Historic Register Plaque Program.
19. Continue to implement goals associated with the Old Town Parking Study and Old Town Parking Exception.
20. Continue to implement updates and improvements to the Department's web page.
21. Continue to implement efficiency improvements to the department's processes, procedures, etc.
22. Monitor and provide input to SCAG, OCCOG, and OCTA on the implementation of AB 32 and SB 375.
23. Complete Code Updates related to signs, second residential units, and alcoholic beverage sales establishments.

BUILDING DIVISION

DESCRIPTION:

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

TASKS:

1. Administer and enforce the 2014 California Building Standards Codes.
2. Continue to support Orange and Los Angeles regional efforts to establish a uniform set of amendments to the California Building Standards Code to ensure regional consistency and enforcement.
3. Continue to solicit, identify and implement new permit tracking software.

2015-17 FY OPERATING AND CAPITAL IMPROVEMENT BUDGET

4. Continue to work with developers, allocate resources and coordinate with other agencies and departments to ensure continued progress at the Tustin Legacy.
5. Provide plan check and inspection services for all new construction, additions, and alterations to buildings. Continue to provide expedited plan check services when needed; complete all 1st submittal plan check services within 10 working days and subsequent plan check submittals within 5 working days.
6. Develop and implement a Permit-by-Appointment program for relatively routine construction projects prepared by licensed design professionals such as residential remodels and additions (envisioned as a one-stop permit process).
7. Assign inspection staff to the role of “project coordinator” to guide homeowners through the construction project submittal and permitting process (an ombudsman approach that would humanize and simplify the plan check and inspection correction process for persons unfamiliar with the City’s construction application, plan check and inspection requirements).
8. Outreach and raise awareness and preparedness for natural disasters such as wildfires and earthquakes to maintain a safe living environment and community.
9. Develop a set of external Code Interpretation Bulletins/Policies for the public and development community to ensure a uniform understanding of City Code requirements.
10. Modify and update the private grading and street design standards to be compatible with the current practice while maintaining quality standards.
11. Continue updating the Building Division pages on the City website to provide additional information, useful links, and City handouts.
12. Continue to update the Building Division Procedure Manual and develop comprehensive internal operational policies.
13. Continue to support OCFA and Tustin Police emergency response needs related to evaluating structural safety following structure fires and vehicle accidents involving structures.
14. Continue an excellent standard of plan check and inspection to maintain code compliance and safety, while also preventing disruptions during construction.
15. Monitor and recommend measures to ensure the City’s compliance with the National Pollutant Discharge Elimination System (NPDES) Permit and Air Quality Management Plan.
16. Administer the City’s graffiti-removal program and actively participate in the City’s Neighborhood Improvement Program.
17. Continue to implement property maintenance, and zoning code enforcement, including the issuance of administrative citations as necessary, and perform water quality inspections at all active construction sites, and developed commercial and industrial sites.

2015-17 FY OPERATING AND CAPITAL IMPROVEMENT BUDGET

EXPENDITURE SUMMARY

Expenditure Summary	11/12	12/13	13/14	14/15	14/15	15/16	16/17
	Actual	Actual	Actual	Budget	Projected	Adopted	Proposed
Community Development							
Planning							
Personnel	1,050,906	1,074,357	1,209,005	1,062,900	1,081,613	974,900	1,007,400
Operations	102,881	100,013	77,607	168,700	91,550	188,700	188,700
Capital	0	7,951	0	68,000	0	0	0
	<u>1,153,787</u>	<u>1,182,321</u>	<u>1,286,612</u>	<u>1,299,600</u>	<u>1,173,163</u>	<u>1,163,600</u>	<u>1,196,100</u>
Building							
Personnel	783,362	533,464	384,429	530,900	403,246	773,700	792,400
Operations	572,918	711,056	911,707	913,100	1,031,150	716,700	558,900
Capital	0	0	0	0	0	0	0
	<u>1,356,280</u>	<u>1,244,521</u>	<u>1,296,137</u>	<u>1,444,000</u>	<u>1,434,396</u>	<u>1,490,400</u>	<u>1,351,300</u>
Code Enforcement							
Personnel	87,850	89,060	85,928	91,100	86,683	91,500	92,500
Operations	28,620	3,414	3,184	104,000	25,190	108,600	108,600
Capital	0	0	0	0	0	0	0
	<u>116,470</u>	<u>92,474</u>	<u>89,112</u>	<u>195,100</u>	<u>111,873</u>	<u>200,100</u>	<u>201,100</u>
Community Development							
Personnel	1,922,118	1,696,882	1,679,362	1,684,900	1,571,542	1,840,100	1,892,300
Operations	704,419	814,483	992,499	1,185,800	1,147,890	1,014,000	856,200
Capital	0	7,951	0	68,000	0	0	0
Comm. Development Total	<u>2,626,537</u>	<u>2,519,316</u>	<u>2,671,861</u>	<u>2,938,700</u>	<u>2,719,432</u>	<u>2,854,100</u>	<u>2,748,500</u>

PUBLIC WORKS

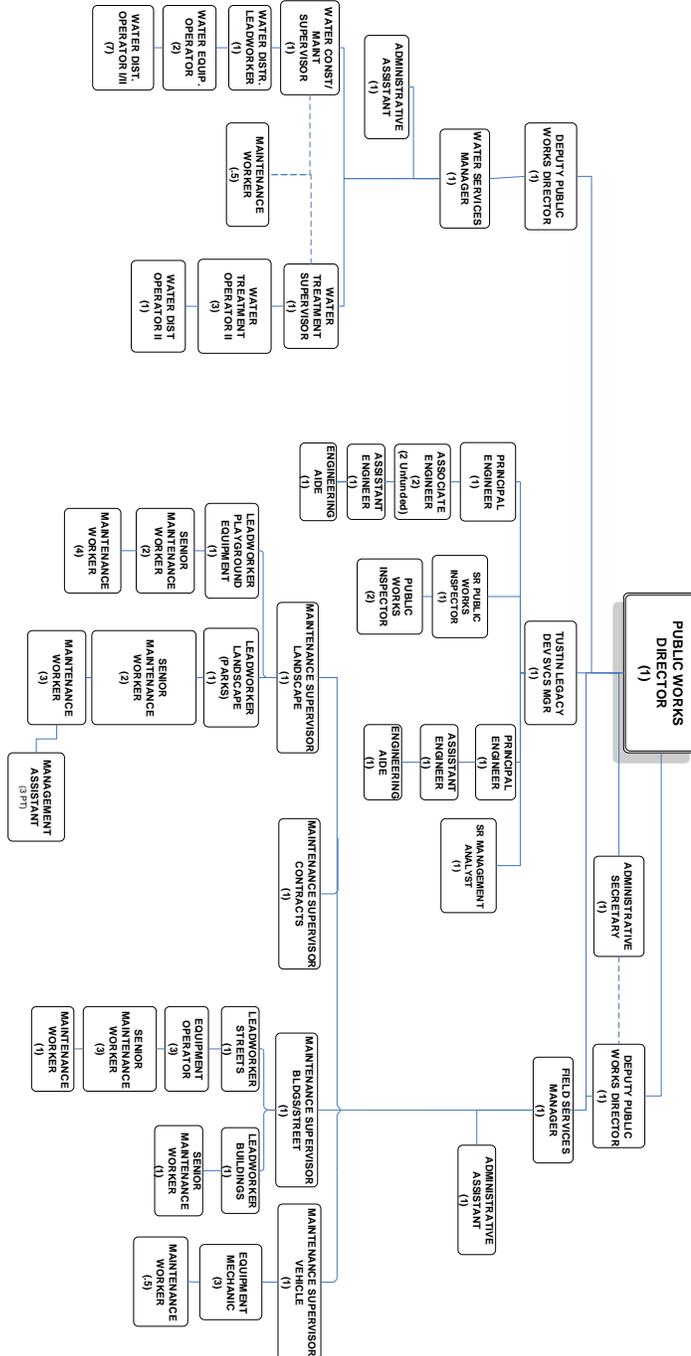
TUSTIN



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PUBLIC WORKS ORGANIZATIONAL CHART



ADMINISTRATION

DESCRIPTION:

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

TASK:

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

ENGINEERING

DESCRIPTION:

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

TASKS:

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

2015-17 FY OPERATING AND CAPITAL IMPROVEMENT BUDGET

7. Administer Tustin Ranch Assessment District and the Tustin Landscape and Lighting District;
8. Administer contracts for pavement management system, signal maintenance, pavement repair and pavement striping;
9. Provide technical engineering support to the Tustin Legacy development program.

STREETS

DESCRIPTION:

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

TASKS:

1. Support and monitor street sweeping program;
2. Administer streets and alley repair contract;
3. Maintain all publicly owned storm drains, catch basins and surface drainage facilities, in accordance with National Pollutant Discharge Elimination System guidelines;
4. Perform litter control in the public rights-of-way;
5. Performs traffic sign maintenance and striping/markings program as directed by the Engineering Division, Traffic Section;
6. Performs sidewalk maintenance and grinding as needed;
7. Provide support for special events.

LANDSCAPE

DESCRIPTION:

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

TASKS:

1. Maintains the turf in the parks.
2. Operates and maintains parks landscape irrigation systems.
3. Maintains foliage through chemical application, removing and/or replacing as required.
4. Performs parks' graffiti removal and manages the weed abatement program in the parks and public right-of-ways.

5. Conducts regular inspection, maintenance, and repair of park grounds and play equipment, structures, lights, and picnic facilities.
6. Administers the citywide tree trimming and landscape maintenance contracts.
7. Ensures compliance with National Pollutant Discharge Elimination System regulations

WATER QUALITY

DESCRIPTION:

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

TASKS:

1. Insure City compliance with the NPDES and MS4 permits.
2. Assess the environmental issues associated with all development activities and provides regulatory framework to ensure that standards set are implemented.
3. Provide technical assistance to other City departments and outside agencies.
4. Maintain a complete inventory of storm water facilities and perform annual inspections.
5. Develop and implement public programs to inform and involve the public in controlling urban runoff.
6. Provide public assistance for storm water related concerns and complaints

VEHICLES

DESCRIPTION:

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

TASKS:

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

6. Implement and supervise the citywide street sweeping program;
7. Administer the forklift certification program;
8. Administers the Vehicle/Equipment Lease Fund.

FACILITIES

DESCRIPTION:

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

TASKS:

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

2015-17 FY OPERATING AND CAPITAL IMPROVEMENT BUDGET

EXPENDITURE SUMMARY

Expenditure Summary	11/12	12/13	13/14	14/15	14/15	15/16	16/17
	Actual	Actual	Actual	Budget	Projected	Adopted	Proposed
Public Works							
Administration							
Personnel	530,338	302,711	434,562	377,700	412,354	397,900	405,300
Operations	762,876	472,109	474,842	511,180	584,350	598,800	626,800
Capital	0	0	3,819	800	2,500	0	0
	1,293,214	774,820	913,223	889,680	999,204	996,700	1,032,100
Engineering							
Personnel	1,457,677	988,255	694,330	779,900	770,944	817,800	838,000
Operations	388,502	138,286	103,451	257,589	153,004	156,500	158,000
Capital	0	0	0	0	0	15,000	0
	1,846,179	1,126,541	797,781	1,037,489	923,948	989,300	996,000
Streets							
Personnel	627,036	513,063	647,400	533,200	607,133	611,500	629,500
Operations	225,178	162,882	131,869	171,300	139,520	139,300	139,300
Capital	10,195	0	0	1,200,000	1,200,000	1,910,000	1,380,000
	862,409	675,945	779,269	1,904,500	1,946,653	2,660,800	2,148,800
Landscape							
Personnel	1,391,327	1,143,104	1,111,242	1,333,900	1,210,490	1,439,800	1,478,800
Operations	1,338,901	1,420,575	1,675,295	1,594,657	1,607,400	2,078,400	2,158,400
Capital	21,436	0	0	0	0	0	0
	2,751,664	2,563,679	2,786,537	2,928,557	2,817,890	3,518,200	3,637,200
Water Quality							
Personnel	107,882	106,198	110,891	108,900	110,333	119,200	124,100
Operations	368,094	261,955	217,314	370,500	300,000	376,000	396,100
Capital	0	0	0	0	0	0	0
	475,977	368,153	328,204	479,400	410,333	495,200	520,200
Fleet Maintenance							
Personnel	532,353	358,321	404,068	447,000	426,014	451,900	461,800
Operations	656,284	512,307	550,126	599,936	568,140	651,000	651,000
Capital	0	0	0	0	0	0	0
	1,188,637	870,628	954,194	1,046,936	994,154	1,102,900	1,112,800



2015-17 FY OPERATING AND CAPITAL IMPROVEMENT BUDGET

Expenditure Summary	11/12	12/13	13/14	14/15	14/15	15/16	16/17
	Actual	Actual	Actual	Budget	Projected	Adopted	Proposed
Public Works							
Building Facilities							
Personnel	262,917	186,070	179,211	322,800	212,592	340,200	349,700
Operations	898,844	925,525	966,056	1,038,900	988,200	1,087,900	1,087,900
Capital	0	0	0	0	0	0	0
	<u>1,161,761</u>	<u>1,111,595</u>	<u>1,145,268</u>	<u>1,361,700</u>	<u>1,200,792</u>	<u>1,428,100</u>	<u>1,437,600</u>
Emergency Services							
Personnel	0	0	0	0	0	0	0
Operations	2,566	41,253	1,469	0	0	0	0
Capital	0	0	0	0	0	0	0
	<u>2,566</u>	<u>41,253</u>	<u>1,469</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
Public Works							
Personnel	4,909,531	3,597,721	3,581,704	3,903,400	3,749,861	4,178,300	4,287,200
Operations	4,641,245	3,934,892	4,120,423	4,544,062	4,340,614	5,087,900	5,217,500
Capital	31,630	0	3,819	1,200,800	1,202,500	1,925,000	1,380,000
Public Works Total	<u>9,582,407</u>	<u>7,532,613</u>	<u>7,705,945</u>	<u>9,648,262</u>	<u>9,292,975</u>	<u>11,191,200</u>	<u>10,884,700</u>

POLICE DEPARTMENT

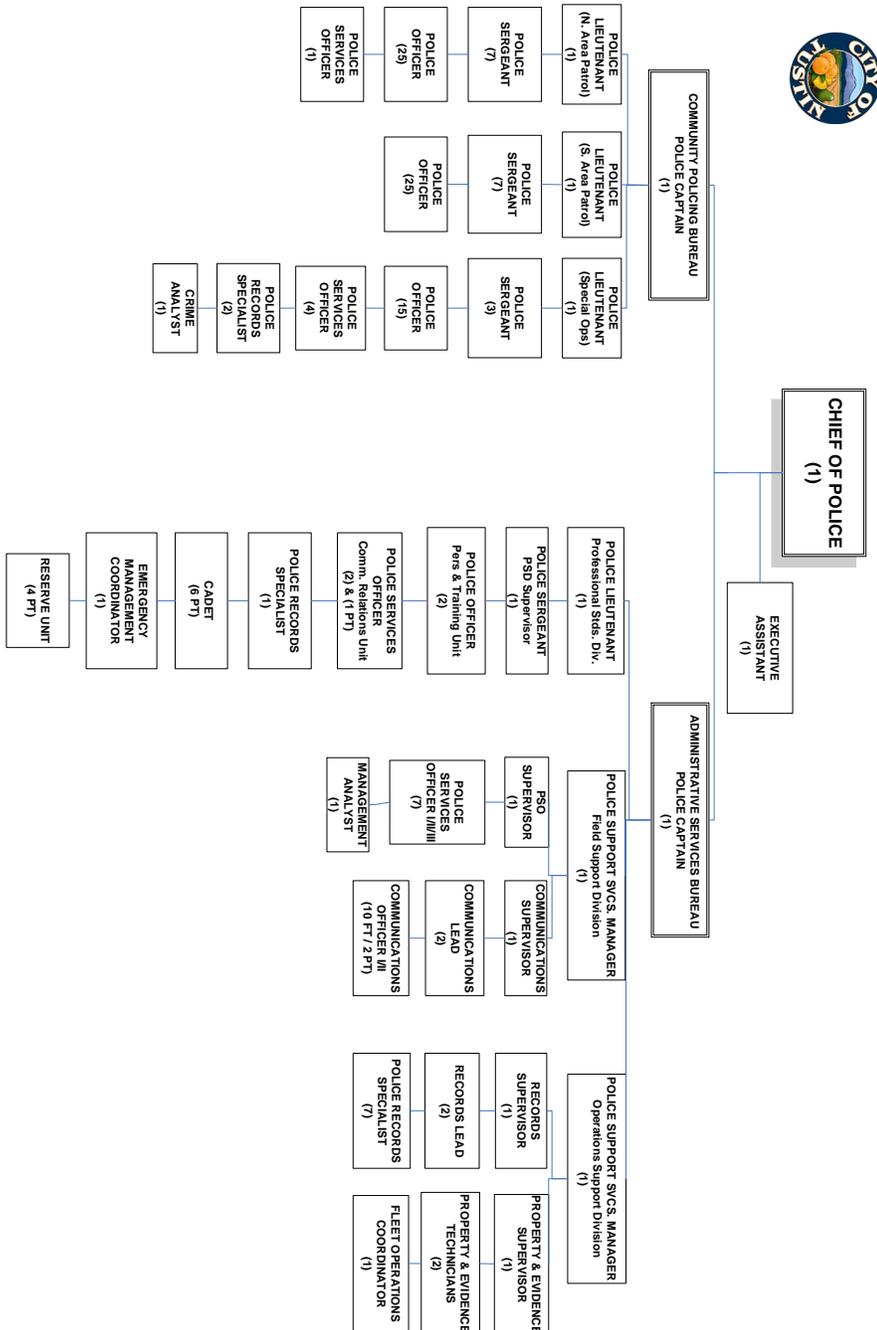
TUSTIN



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HONORING OUR PAST



POLICE DEPARTMENT ORGANIZATIONAL CHART



POLICE MANAGEMENT

DESCRIPTION:

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

TASKS:

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



NORTH AREA PATROL

DESCRIPTION:

The North Area Command consists of the area in the City north of the I-5 freeway. Within the area, there are single family residences, high-density housing, commercial, and retail properties. North Area Command is currently staffed by 1 Lieutenant, 6 Sergeants, 20 patrol officers. Included in North Area Command, is the Traffic Unit, which consists of one traffic Sergeant, 4 motor officers, and one police services officer, one police officer assigned as a Community Impact Officer (CIO). The CIO is responsible for addressing on-going community concerns and quality of life issues in the area. The CIO works closely with patrol officers, city officials, business owners and non-profit groups to address community issues.

The Traffic Unit is responsible for traffic enforcement within the Tustin city limits. The Traffic Unit includes 1 Sergeant, 4 Motor Officers, 1 Traffic Police Services Officer and 1 Traffic Master Reserve Officer. The Traffic Unit also conducts follow-up investigation for serious or fatal traffic collisions. The Traffic Unit submits grant applications and monitors all reporting requirements on funded grants, they also conduct quarterly DUI checkpoints throughout the city and review and approve all traffic collision reports. The Traffic Unit also coordinates the department's response to all of the city's special events such as, Tustin Tiller Days, the Fourth of July Fireworks show, and the Tustin Street Fair and Chili Cook-Off.

The North Area Command is responsible for all reactive and proactive police problem solving in the north end of the city, including responding to citizen calls for service twenty four hours a day, 365 days a year. The mission is to work in partnership with the other City departments, the residential and business communities, and other governmental and non-profit agencies to reduce crime, provide a sense of safety and security and to improve the quality of life for those who visit, live, and work in the City of Tustin.

TASKS:

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

SOUTH AREA PATROL

DESCRIPTION:

South Area Command encompasses the portion of the City south of the I-5 freeway. Within the area, there are single family residences, high-density housing, commercial and retail properties. The southwest portion of the city is densely populated with apartment dwellings and in areas, has a high crime rate and gang related incidents.

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

Also included in South Area Command, is one officer assigned as a Community Impact Officer (CIO) and a PSO assigned as the Community Relations Officer. The CIO is responsible for addressing on-going community concerns and quality of life issues in the area. The CIO works closely with patrol officers, city officials, business owners and non-profit groups to address community concerns. The Community Relations Officer is an integral part of our Neighborhood Watch Program along with various other community based outreach programs.

South Area Command is responsible for all reactive and proactive police problem solving in the south end of the city, including responding to citizen calls for service 24 hours a day, 365 days a year. The mission is to work in partnership with the other City departments, the residential and business communities, and other governmental and non-profit agencies to reduce crime, provide a sense of safety and security and to improve the quality of life for those who visit, live, and work in the City of Tustin.

TASKS:

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



SPECIAL OPERATIONS

DESCRIPTION:

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

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

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

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

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

TASKS:

1. Follow-up on all cases with workable leads;
2. Investigate incidents dealing with vice, narcotics, gangs, and white-collar crimes;
3. Follow-up on unsolved homicide cases, and "cold" DNA hits in sexual assault, burglary, and vehicle theft cases;
4. Respond to community needs concerning juveniles, including using juvenile diversion programs and maintaining a School Resource Officer program;
5. Coordinate community special event plans;
6. Respond to Barricaded Suspects/Hostage Situations;
7. Respond to threats of armed suicide;
8. Conduct high-risk warrant services;
9. Provide crime suppression through specific crime analysis;
10. Gather gang intelligence on gangs that claim geographical areas within the city;
11. Provide personnel to the Orange County Regional Narcotics Suppression Program (RNSP), and the Orange County Auto Theft Task Force (OCATT).

PROFESSIONAL STANDARDS

DESCRIPTION:

The Professional Standards Division operates under the arm of the Administrative Services Bureau. Personnel assigned to the Professional Standards Division include the following: Police Lieutenant (1), Police Sergeant (1), Police Officer (1), Police Services Officer (2), Part-time Police Services Officer (1), Police Records Specialist (1), and Master Reserve Officer (1) and Emergency Operations Coordinator (1). The Division consists of three specific operational units; Personnel & Training Unit; Community Relations Unit and Emergency Operations.

TASKS:

Personnel Unit

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

Training Unit

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

Community Relations Unit

1. Manage numerous community outreach programs such as Neighborhood Watch, Block Captains Meetings, "E" watch, Nixle internet crime prevention and notification program, Business Expo, Tustin Tiller Days police booth and National Night out.
2. Manage school related programs such as project Think About It, Bicycle Safety and Walk to School.
3. Officer public safety presentations regarding identity theft, personal safety, holiday safety and drug awareness.



4. Organize public relations programs such as Open House, Santa Sleigh, Santa Cop, Thanksgiving Turkey Dinner Football Game/Fundraiser and Tustin Hospital special needs donation program.
5. Serve as Departmental Public Information Officer.

Emergency Operations

1. Coordination of all emergency planning and training.
2. Creation and management of a Community Emergency Response Team (CERT).

FIELD SUPPORT

DESCRIPTION:

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

TASKS:

Communications Unit

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

Police Services Officers Unit

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

OPERATIONS SUPPORT

DESCRIPTION:

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

TASKS:

Records Unit

1. Maintain approximately 10,000 Police Department files per year.
2. Process reports and citations to be forwarded to the District Attorney's Office and Court for prosecution.
3. Respond to requests for police reports.



Property and Evidence Unit

1. Currently maintains and controls approximately 55,000 items of property and evidence.
2. Responsible for purchasing and bill processing for entire department.
3. Performs Police Fleet Coordination to maintain fleet to optimal efficiency.
4. Maintains Temporary Holding Facility to State Correctional Standards Authority guidelines.
5. Responsible for the facilities management including overall cleanliness and equipment functionality of the police building.

EXPENDITURE SUMMARY

Expenditure Summary	11/12	12/13	13/14	14/15	14/15	15/16	16/17
	Actual	Actual	Actual	Budget	Projected	Adopted	Proposed
Police							
Administration							
Personnel	947,820	889,912	836,184	838,900	840,328	1,022,900	1,053,800
Operations	1,324,331	836,099	899,569	1,026,700	1,046,615	1,169,800	1,287,555
Capital	0	0	0	0	0	0	0
	<u>2,272,151</u>	<u>1,726,012</u>	<u>1,735,753</u>	<u>1,865,600</u>	<u>1,886,943</u>	<u>2,192,700</u>	<u>2,341,355</u>
North Area Division							
Personnel	4,519,111	5,397,034	5,756,783	5,581,300	5,531,279	5,365,600	5,463,400
Operations	182,646	190,014	432,625	431,700	445,720	479,065	485,160
Capital	0	0	0	0	0	0	0
	<u>4,701,757</u>	<u>5,587,048</u>	<u>6,189,408</u>	<u>6,013,000</u>	<u>5,976,999</u>	<u>5,844,665</u>	<u>5,948,560</u>
South Area Division							
Personnel	5,174,159	5,302,664	5,163,527	5,318,300	5,153,868	5,094,200	5,222,700
Operations	109,538	115,516	138,259	140,700	141,800	149,950	145,250
Capital	0	0	0	0	0	0	0
	<u>5,283,698</u>	<u>5,418,181</u>	<u>5,301,786</u>	<u>5,459,000</u>	<u>5,295,668</u>	<u>5,244,150</u>	<u>5,367,950</u>
Special Operations Division							
Personnel	4,954,644	3,746,239	3,234,680	3,781,500	3,356,884	3,737,400	3,781,900
Operations	363,138	331,176	141,591	179,900	154,431	185,765	192,115
Capital	0	0	0	0	0	0	0
	<u>5,317,783</u>	<u>4,077,415</u>	<u>3,376,271</u>	<u>3,961,400</u>	<u>3,511,315</u>	<u>3,923,165</u>	<u>3,974,015</u>

CITY OF TUSTIN
2015-17 FY OPERATING AND CAPITAL IMPROVEMENT BUDGET



Expenditure Summary	11/12	12/13	13/14	14/15	14/15	15/16	16/17
	Actual	Actual	Actual	Budget	Projected	Adopted	Proposed
Police							
Professional Standards Division							
Personnel	1,164,954	1,029,453	1,399,567	1,512,500	1,712,273	1,466,400	1,501,700
Operations	55,392	53,327	73,772	138,500	109,800	237,925	242,925
Capital	0	0	0	0	0	0	0
	<u>1,220,346</u>	<u>1,082,780</u>	<u>1,473,339</u>	<u>1,651,000</u>	<u>1,822,073</u>	<u>1,704,325</u>	<u>1,744,625</u>
Field Support Services							
Personnel	2,438,778	2,037,412	2,052,489	2,391,700	2,045,460	2,326,000	2,382,400
Operations	505,658	488,384	435,904	311,600	487,709	488,720	486,720
Capital	0	0	0	0	0	0	0
	<u>2,944,436</u>	<u>2,525,796</u>	<u>2,488,394</u>	<u>2,703,300</u>	<u>2,533,169</u>	<u>2,814,720</u>	<u>2,869,120</u>
Operations Support Services							
Personnel	800,027	1,184,255	1,241,372	1,229,400	1,233,681	1,361,200	1,389,300
Operations	137,007	162,072	328,102	258,900	239,200	233,475	239,375
Capital	0	0	0	0	0	0	0
	<u>937,034</u>	<u>1,346,327</u>	<u>1,569,474</u>	<u>1,488,300</u>	<u>1,472,881</u>	<u>1,594,675</u>	<u>1,628,675</u>
Police							
Personnel	19,999,493	19,586,970	19,684,602	20,653,600	19,873,774	20,373,700	20,795,200
Operations	2,677,711	2,176,589	2,449,821	2,488,000	2,625,275	2,944,700	3,079,100
Capital	0	0	0	0	0	0	0
Police Total	<u>22,677,205</u>	<u>21,763,559</u>	<u>22,134,424</u>	<u>23,141,600</u>	<u>22,499,049</u>	<u>23,318,400</u>	<u>23,874,300</u>

FIRE

TUSTIN



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 2015-17 FY OPERATING AND CAPITAL IMPROVEMENT BUDGET

DESCRIPTION:

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

EXPENDITURE SUMMARY

Expenditure Summary	11/12	12/13	13/14	14/15	14/15	15/16	16/17
	Actual	Actual	Actual	Budget	Projected	Adopted	Proposed
Fire Service Contract							
Personnel	0	0	0	0	0	0	0
Operations	5,906,111	6,084,047	6,277,854	6,565,200	6,565,200	6,869,800	7,167,600
Capital	0	0	0	0	0	0	0
Fire Service Contract Total	5,906,111	6,084,047	6,277,854	6,565,200	6,565,200	6,869,800	7,167,600

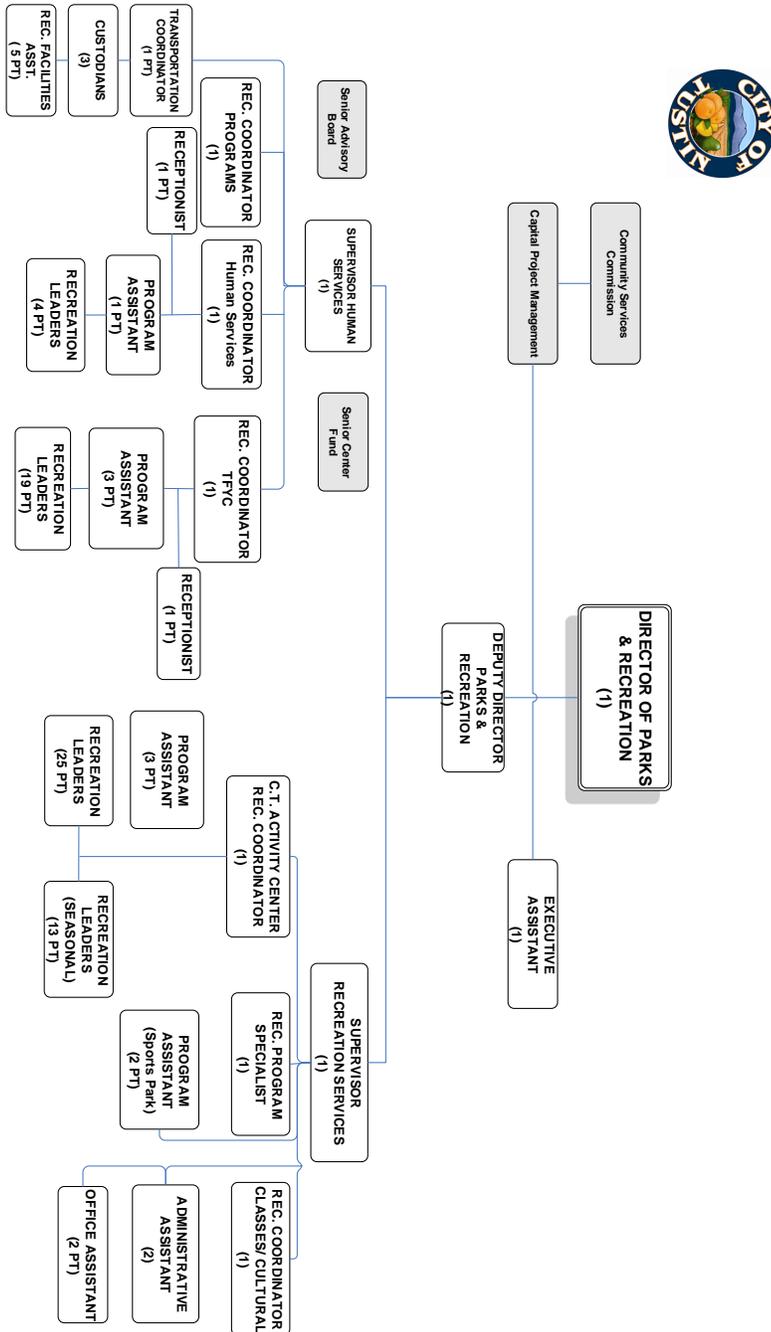
PARKS AND RECREATION

TUSTIN



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PARKS AND RECREATION ORGANIZATIONAL CHART



ADMINISTRATION

DESCRIPTION:

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

TASKS:

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

SPORTS

DESCRIPTION:

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

TASKS:

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



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

CLASSES/CULTURAL ARTS

DESCRIPTION:

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

TASKS:

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

TUSTIN FAMILY AND YOUTH CENTER

DESCRIPTION:

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

TASKS:

1. Provide educational, recreational, social, and human services programs and services for southwest Tustin area children 4-17 years of age and their families.
2. Conduct free After-School Programs/Homework Club during the school year.
3. Provide a Summer Drop-In Recreation program at two sites for area youth.
4. Coordinate the Kids Corner Recreation Preschool Program.

5. Collaborate with local non-profits to distribute free food to area residents.
6. Coordinate volunteer opportunities for seniors, adults, youth, and service club members.
7. Organize and present the annual Cinco de Mayo event for neighborhood residents.

SUPPORT SERVICES

DESCRIPTION:

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

TASKS:

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

SENIOR SERVICES

DESCRIPTION:

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

TASKS:

1. Provide recreation, education, social, and human services designed to assist center participants with activities for daily living, such as transportation and housing assistance, nutrition, physical and mental well-being, and special life enriching interests.
2. Provide staff leadership and direction to the Senior Advisory Board, which includes the Senior Advisory Board Ways and Means Committee fundraising activities and planning.
3. Provide staff support and manage all bookkeeping for the Tustin Area Senior Center Fund, Inc.
4. Manage the Senior Center Gift Shop.
5. Manage over 127 volunteers for the following areas at the Center: Front Desk, Bingo Committee, Food Distribution, Congregate Meal Program, Special Events, Senior Advisory Board, Instructors, Visually Impaired, Art Gallery, Gift Shop, Quilting, Tax Aid, and Water Bill Stuffing.

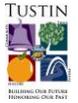


2015-17 FY OPERATING AND CAPITAL IMPROVEMENT BUDGET

6. Coordinate City-wide Parks and Recreation Special Events such as: Street Fair and Chili Cook-Off, Casino Night, Tree Lighting, Concerts in the Park, and Broadway in the Park.

EXPENDITURE SUMMARY

Expenditure Summary	11/12	12/13	13/14	14/15	14/15	15/16	16/17
	Actual	Actual	Actual	Budget	Projected	Adopted	Proposed
Parks & Recreation							
Administration							
Personnel	386,965	390,159	416,810	413,700	420,205	434,400	447,000
Operations	168,824	131,359	149,156	189,700	178,200	369,000	377,500
Capital	900	366	719	800	800	800	850
	556,690	521,885	566,684	604,200	599,205	804,200	825,350
Sports							
Personnel	559,610	535,991	567,984	622,900	580,998	630,100	648,200
Operations	295,953	295,547	310,558	302,400	300,485	323,300	332,650
Capital	2,161	1,688	6,078	8,500	8,500	8,500	8,000
	857,724	833,225	884,620	933,800	889,983	961,900	988,850
Classes/Cultural Services							
Personnel	187,872	156,645	140,428	162,300	149,996	242,900	255,900
Operations	373,004	323,374	327,559	342,500	355,180	353,900	354,600
Capital	10,235	17,564	11,015	14,000	14,000	14,000	51,000
	571,110	497,583	479,003	518,800	519,176	610,800	661,500
Senior Citizens							
Personnel	266,206	270,208	306,088	345,000	333,518	354,300	362,500
Operations	95,617	89,204	96,815	103,100	100,960	108,900	112,100
Capital	0	0	0	0	0	0	0
	361,823	359,411	402,903	448,100	434,478	463,200	474,600
Support Services							
Personnel	295,145	241,547	229,840	245,300	231,086	259,500	269,300
Operations	9,263	5,919	7,236	6,900	7,680	7,200	7,750
Capital	2,536	1,403	2,007	1,800	1,800	0	2,000
	306,943	248,869	239,083	254,000	240,566	266,700	279,050



2015-17 FY OPERATING AND CAPITAL IMPROVEMENT BUDGET

Expenditure Summary	11/12	12/13	13/14	14/15	14/15	15/16	16/17
	Actual	Actual	Actual	Budget	Projected	Adopted	Proposed
Parks & Recreation							
Tustin Youth Center							
Personnel	267,495	252,829	280,114	310,900	303,344	314,000	326,100
Operations	39,999	27,706	27,570	32,500	32,600	32,800	34,850
Capital	1,627	989	1,077	1,300	1,300	1,400	1,400
	<u>309,122</u>	<u>281,524</u>	<u>308,761</u>	<u>344,700</u>	<u>337,244</u>	<u>348,200</u>	<u>362,350</u>
Parks & Rec							
Personnel	1,963,293	1,847,378	1,941,264	2,100,100	2,019,146	2,235,200	2,309,000
Operations	982,661	873,110	918,895	977,100	975,105	1,195,100	1,219,450
Capital	17,459	22,010	20,896	26,400	26,400	24,700	63,250
Parks & Rec Total	<u>2,963,412</u>	<u>2,742,497</u>	<u>2,881,055</u>	<u>3,103,600</u>	<u>3,020,651</u>	<u>3,455,000</u>	<u>3,591,700</u>



NON-DEPARTMENTAL

TUSTIN



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2015-17 FY OPERATING AND CAPITAL IMPROVEMENT BUDGET

EXPENDITURE SUMMARY

Expenditure Summary	11/12	12/13	13/14	14/15	14/15	15/16	16/17
	Actual	Actual	Actual	Budget	Projected	Adopted	Proposed
Non-Departmental							
Personnel	290,396	359,551	402,276	403,000	401,200	401,800	403,000
Operations	3,765,511	146,069,621	1,303,844	1,659,600	1,751,450	2,109,100	933,100
Capital	158	12,336	138	0	10,909	7,000	0
	<u>4,056,065</u>	<u>146,441,507</u>	<u>1,706,258</u>	<u>2,062,600</u>	<u>2,163,559</u>	<u>2,517,900</u>	<u>1,336,100</u>

ASSESSMENT DISTRICTS & COMMUNITY FACILITY DISTRICTS

TUSTIN



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**DESCRIPTION:**

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

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

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

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

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

2015-17 FY OPERATING AND CAPITAL IMPROVEMENT BUDGET

EXPENDITURE SUMMARIES**ASSESSMENT DISTRICTS**

Expenditure Summary	11/12	12/13	13/14	14/15	14/15	15/16	16/17
	Actual	Actual	Actual	Budget	Projected	Adopted	Proposed
Assess. District 95-1 Construction							
Personnel	0	0	0	0	0	0	0
Operations	72,182	191,658	153,301	276,962	273,962	745,200	740,200
Capital	1,159,350	137,238	104,455	65,138	65,138	0	0
District 95-1 Const. Total	1,231,532	328,897	257,756	342,100	339,100	745,200	740,200

COMMUNITY FACILITIES DISTRICT

Expenditure Summary	11/12	12/13	13/14	14/15	14/15	15/16	16/17
	Actual	Actual	Actual	Budget	Projected	Adopted	Proposed
CFD 04-1							
Personnel	0	0	0	0	0	0	0
Operations	1,315,801	11,819,124	839,913	1,345,319	1,245,650	1,336,200	1,343,000
Capital	0	0	0	0	0	0	0
CFD 04-1 Total	1,315,801	11,819,124	839,913	1,345,319	1,245,650	1,336,200	1,343,000

CFD 06-1 Construction							
Personnel	0	0	0	0	0	0	0
Operations	1,153,130	278,913	1,103,557	0	602,648	0	0
Capital	11,697,624	10,220,802	9,998,834	12,671,987	5,171,754	2,250,000	0
CFD 06-1 Construction Total	12,850,755	10,499,715	11,102,391	12,671,987	5,774,402	2,250,000	0



2015-17 FY OPERATING AND CAPITAL IMPROVEMENT BUDGET

Expenditure Summary	11/12	12/13	13/14	14/15	14/15	15/16	16/17
	Actual	Actual	Actual	Budget	Projected	Adopted	Proposed
CFD 06-1 Debt Svs							
Personnel	0	0	0	0	0	0	0
Operations	5,078,734	5,696,102	5,395,790	5,340,913	5,358,609	5,447,200	5,534,100
Capital	0	0	0	0	0	0	0
CFD 06-1 Debt Svs Total	5,078,734	5,696,102	5,395,790	5,340,913	5,358,609	5,447,200	5,534,100

CFD 07-1 Debt Svs							
Personnel	0	0	0	0	0	0	0
Operations	1,072,843	1,436,181	1,110,669	1,122,725	1,111,025	1,127,900	1,148,400
Capital	0	0	0	0	0	0	0
CFD 07-1 Debt Svs Total	1,072,843	1,436,181	1,110,669	1,122,725	1,111,025	1,127,900	1,148,400

CFD 07-1 Construction							
Personnel	0	0	0	0	0	0	0
Operations	0	0	21	0	0	0	0
Capital	0	0	0	0	0	0	0
CFD 07-1 Construction Total	0	0	21	0	0	0	0

CFD 06-1 Annex Construction							
Personnel	0	0	0	0	0	0	0
Operations	0	0	214,679	0	0	0	0
Capital	0	343,603	732,592	392,402	296,000	44,000	0
CFD 06-1 Annex Const. Total	0	343,603	947,272	392,402	296,000	44,000	0

TUSTIN LANDSCAPE LIGHTING DISTRICT & STREET LIGHTING

TUSTIN



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 2015-17 FY OPERATING AND CAPITAL IMPROVEMENT BUDGET

EXPENDITURE SUMMARY

LIGHTING LANDSCAPE DISTRICT

Expenditure Summary	11/12	12/13	13/14	14/15	14/15	15/16	16/17
	Actual	Actual	Actual	Budget	Projected	Adopted	Proposed
Tustin LLD, Special District							
Personnel	0	0	0	0	0	0	0
Operations	645,193	786,566	746,490	735,700	726,700	1,285,200	1,285,200
Capital	0	0	0	0	0	0	0
Tustin LLD Total	645,193	786,566	746,490	735,700	726,700	1,285,200	1,285,200

STREET LIGHTING

Expenditure Summary	11/12	12/13	13/14	14/15	14/15	15/16	16/17
	Actual	Actual	Actual	Budget	Projected	Adopted	Proposed
Tustin SL							
Personnel	0	0	0	0	0	0	0
Operations	545,191	545,458	563,602	594,500	568,146	627,500	648,000
Capital	172	344	797,627	825,000	341,500	0	0
Tustin SL Total	545,363	545,802	1,361,229	1,419,500	909,646	627,500	648,000

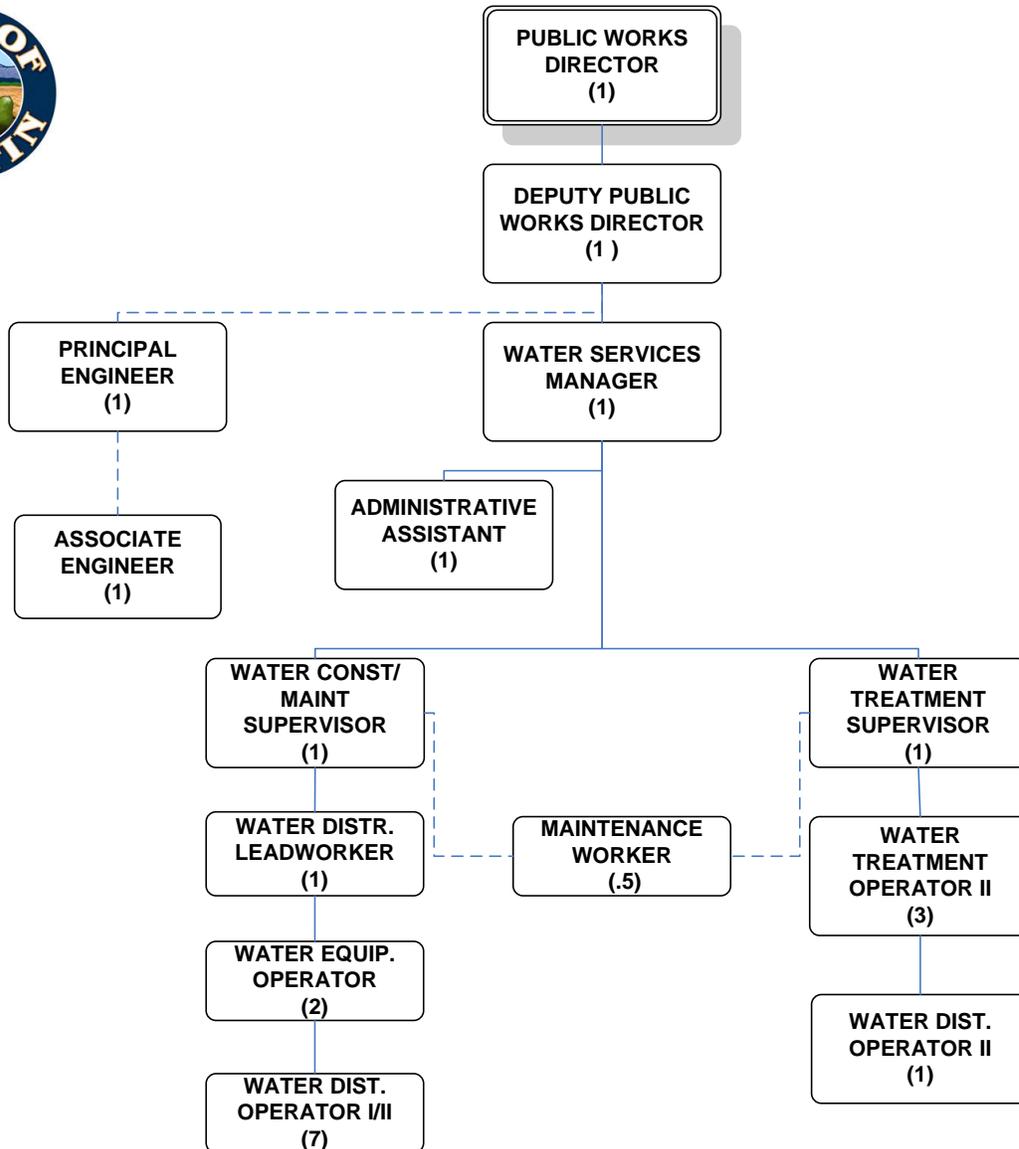
WATER ENTERPRISE

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WATER ENTERPRISE ORGANIZATIONAL CHART



BILLING

DESCRIPTION:

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

TASKS:

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

ADMINISTRATION

DESCRIPTION:

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

TASKS:

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

DISTRIBUTION

DESCRIPTION:

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

TASKS:

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

MAIN STREET WATER FACILITY

DESCRIPTION:

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

TASKS:

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

17TH STREET DESALTER

DESCRIPTION:

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

TASKS:

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

IMPORTED WATER**DESCRIPTION:**

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

TASKS:

1. Maximize local water production to reduce dependence on imported water supplies;
2. Utilize cost effective purchases imported water supplies to insure adequate retail supplies.

GROUNDWATER**DESCRIPTION:**

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

TASKS:

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

2015-17 FY OPERATING AND CAPITAL IMPROVEMENT BUDGET

EXPENDITURE SUMMARY

Expenditure Summary	11/12	12/13	13/14	14/15	14/15	15/16	16/17
	Actual	Actual	Actual	Budget	Projected	Adopted	Proposed
Water, Service Billing							
Personnel	425,498	427,835	491,388	743,000	707,705	736,500	749,800
Operations	2,303,559	1,431,151	22,298,603	2,036,900	2,043,809	6,271,600	1,781,600
Capital	21,555	44,435	15,760	52,000	52,000	83,000	47,000
	<u>2,750,613</u>	<u>1,903,420</u>	<u>22,805,750</u>	<u>2,831,900</u>	<u>2,803,514</u>	<u>7,091,100</u>	<u>2,578,400</u>
Water, Administration							
Personnel	520,768	433,958	470,396	659,900	525,097	635,500	664,600
Operations	2,307,630	2,625,036	3,442,053	4,023,092	4,482,822	4,149,000	4,040,500
Capital	0	0	0	30,000	0	30,000	30,000
	<u>2,828,398</u>	<u>3,058,993</u>	<u>3,912,449</u>	<u>4,712,992</u>	<u>5,007,919</u>	<u>4,814,500</u>	<u>4,735,100</u>
Water Distribution							
Personnel	1,064,110	1,004,273	909,912	1,019,400	1,339,291	1,043,400	1,070,000
Operations	105,791	111,365	159,979	180,000	177,206	183,300	183,500
Capital	0	0	0	0	0	0	0
	<u>1,169,900</u>	<u>1,115,637</u>	<u>1,069,891</u>	<u>1,199,400</u>	<u>1,516,497</u>	<u>1,226,700</u>	<u>1,253,500</u>
Main Street Facilities							
Personnel	155,296	169,121	150,933	123,900	67,257	140,600	146,700
Operations	71,994	1,397,574	317,766	628,740	341,518	713,400	751,400
Capital	0	0	0	0	0	0	0
	<u>227,290</u>	<u>1,566,695</u>	<u>468,699</u>	<u>752,640</u>	<u>408,775</u>	<u>854,000</u>	<u>898,100</u>
17th Street Desalter							
Personnel	166,149	226,448	267,360	151,600	150,853	159,500	162,400
Operations	589,268	186,992	82,575	1,136,494	272,255	1,101,700	1,171,700
Capital	0	0	0	0	0	0	0
	<u>755,417</u>	<u>413,440</u>	<u>349,935</u>	<u>1,288,094</u>	<u>423,108</u>	<u>1,261,200</u>	<u>1,334,100</u>

2015-17 FY OPERATING AND CAPITAL IMPROVEMENT BUDGET

Expenditure Summary	11/12	12/13	13/14	14/15	14/15	15/16	16/17
	Actual	Actual	Actual	Budget	Projected	Adopted	Proposed
Imported Water							
Personnel	18,342	18,059	40,398	41,800	44,121	45,300	46,700
Operations	2,305,946	2,994,798	5,396,657	2,493,900	3,250,480	2,195,000	2,368,000
Capital	0	0	0	0	0	0	0
	<u>2,324,288</u>	<u>3,012,857</u>	<u>5,437,056</u>	<u>2,535,700</u>	<u>3,294,601</u>	<u>2,240,300</u>	<u>2,414,700</u>
Water Production							
Personnel	129,186	114,834	77,776	207,400	124,932	206,200	210,200
Operations	2,770,732	1,782,984	2,201,706	3,752,200	3,290,256	3,834,600	4,224,100
Capital	0	0	0	0	0	0	0
	<u>2,899,918</u>	<u>1,897,818</u>	<u>2,279,482</u>	<u>3,959,600</u>	<u>3,415,188</u>	<u>4,040,800</u>	<u>4,434,300</u>
Water Utility Fund Total							
Personnel	2,479,348	2,394,526	2,408,163	2,947,000	2,959,256	2,967,000	3,050,400
Operations	10,454,920	10,529,899	33,899,340	14,251,326	13,858,346	18,448,600	14,520,800
Capital	21,555	44,435	15,760	82,000	52,000	113,000	77,000
Water Utility Fund Total	<u><u>12,955,824</u></u>	<u><u>12,968,860</u></u>	<u><u>36,323,263</u></u>	<u><u>17,280,326</u></u>	<u><u>16,869,602</u></u>	<u><u>21,528,600</u></u>	<u><u>17,648,200</u></u>
Water Capital Fund							
Personnel	0	0	0	0	0	0	0
Operations	491,669	595,930	581,526	485,000	446,400	470,000	485,000
Capital	130	0	0	0	1,312,571	0	0
Water Capital Fund Total	<u><u>491,799</u></u>	<u><u>595,930</u></u>	<u><u>581,526</u></u>	<u><u>485,000</u></u>	<u><u>1,758,971</u></u>	<u><u>470,000</u></u>	<u><u>485,000</u></u>
2011 Water Revenue Bond Fund							
Personnel	0	0	0	0	0	0	0
Operations	0	0	195	0	91	0	0
Capital Outlay	4,269,680	9,286,953	301,683	5,620,100	0	4,673,000	0
2011 Water Bond Fund Total	<u><u>4,269,680</u></u>	<u><u>9,286,953</u></u>	<u><u>0</u></u>	<u><u>5,620,100</u></u>	<u><u>91</u></u>	<u><u>4,673,000</u></u>	<u><u>0</u></u>
2013 Water Revenue Bond Fund							
Personnel	0	0	0	0	0	0	0
Operations	0	0	4,882	0	2,300	0	0
Capital Outlay	0	0	0	1,075,000	500,000	1,825,000	8,600,000
2013 Water Bond Fund Total	<u><u>0</u></u>	<u><u>0</u></u>	<u><u>4,882</u></u>	<u><u>1,075,000</u></u>	<u><u>502,300</u></u>	<u><u>1,825,000</u></u>	<u><u>8,600,000</u></u>



SPECIAL REVENUE FUNDS



 2015-17 FY OPERATING AND CAPITAL IMPROVEMENT BUDGET

COMMUNITY DEVELOPMENT BLOCK GRANTS

DESCRIPTION:

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

EXPENDITURE SUMMARY

Expenditure Summary	11/12	12/13	13/14	14/15	14/15	15/16	16/17
	Actual	Actual	Actual	Budget	Projected	Adopted	Proposed
CDBG Admin							
Personnel	175,174	149,257	152,016	214,400	162,722	212,500	217,500
Operations	83,796	106,674	80,377	64,800	284,500	64,800	364,800
Capital	0	0	0	0	0	0	0
	<u>258,970</u>	<u>255,930</u>	<u>232,394</u>	<u>279,200</u>	<u>447,222</u>	<u>277,300</u>	<u>582,300</u>
CDBG Admin, Job Creation / Incentive							
Personnel	0	0	0	0	0	0	0
Operations	0	0	0	75,000	0	0	0
Capital	0	0	0	0	0	0	0
	<u>0</u>	<u>0</u>	<u>0</u>	<u>75,000</u>	<u>0</u>	<u>0</u>	<u>0</u>
CDBG Capital							
Personnel	0	0	0	0	0	0	0
Operations	15,410	7,609	0	0	0	0	0
Capital	783,216	48,387	34,470	802,400	670,000	275,000	300,000
	<u>798,626</u>	<u>55,996</u>	<u>34,470</u>	<u>802,400</u>	<u>670,000</u>	<u>275,000</u>	<u>300,000</u>
CDBG Total							
Personnel	175,174	149,257	152,016	214,400	162,722	212,500	217,500
Operations	99,206	114,282	80,377	139,800	284,500	64,800	364,800
Capital	783,216	48,387	34,470	802,400	670,000	275,000	300,000
CDBG Total	<u>1,057,596</u>	<u>311,926</u>	<u>266,864</u>	<u>1,156,600</u>	<u>1,117,222</u>	<u>552,300</u>	<u>882,300</u>

CABLE PEG FEES

DESCRIPTION:

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

EXPENDITURE SUMMARY

Expenditure Summary	11/12	12/13	13/14	14/15	14/15	15/16	16/17
	Actual	Actual	Actual	Budget	Projected	Adopted	Proposed
Cable PEG Fees							
Personnel	0	0	0	0	0	0	0
Operations	0	0	0	0	0	500,000	0
Capital	0	0	0	0	0	0	0
Cable PEG Fees Total	0	0	0	0	0	500,000	0

SOUTH COAST AIR QUALITY MANAGEMENT DISTRICT FUND

DESCRIPTION:

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

EXPENDITURE SUMMARY

Expenditure Summary	11/12	12/13	13/14	14/15	14/15	15/16	16/17
	Actual	Actual	Actual	Budget	Projected	Adopted	Proposed
SCAQMD, Non-Departmental							
Personnel	0	0	0	0	0	0	0
Operations	2,802	68,550	62,724	100,000	65,000	98,000	0
Capital	0	0	147,775	0	0	0	0
SCAQMD Total	2,802	68,550	210,499	100,000	65,000	98,000	0

2015-17 FY OPERATING AND CAPITAL IMPROVEMENT BUDGET

ASSET FORFEITURE FUND

DESCRIPTION:

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

EXPENDITURE SUMMARY

Expenditure Summary	11/12	12/13	13/14	14/15	14/15	15/16	16/17
	Actual	Actual	Actual	Budget	Projected	Adopted	Proposed
Asset Forfeit, Non-Dept.							
Personnel	0	0	0	0	0	0	0
Operations	56,644	109,304	243,083	320,000	52,000	275,000	100,000
Capital	0	0	0	0	0	0	0
Asset Forfeit Total	56,644	109,304	243,083	320,000	52,000	275,000	100,000

SUPPLEMENTAL LAW ENFORCEMENT FUND

DESCRIPTION:

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

EXPENDITURE SUMMARY

Expenditure Summary	11/12	12/13	13/14	14/15	14/15	15/16	16/17
	Actual	Actual	Actual	Budget	Projected	Adopted	Proposed
Suppl Law Enforcement, CIP							
Personnel	129,585	96,432	98,164	98,500	100,353	100,100	101,200
Operations	6,223	0	0	0	0	0	0
Capital	7,969	15,098	6,397	0	49,000	0	0
Suppl Law Total	143,777	111,530	104,562	98,500	149,353	100,100	101,200

2015-17 FY OPERATING AND CAPITAL IMPROVEMENT BUDGET

MEASURE M/M2 FUNDS

DESCRIPTION:

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

EXPENDITURE SUMMARY

Expenditure Summary	11/12	12/13	13/14	14/15	14/15	15/16	16/17
	Actual	Actual	Actual	Budget	Projected	Adopted	Proposed
Measure M - Non-Dept							
Personnel	0	0	0	0	0	0	0
Operations	65,610	37,945	13,077	0	0	0	0
Capital	0	0	0	0	0	0	0
	<u>65,610</u>	<u>37,945</u>	<u>13,077</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
Measure M - Capital							
Personnel	0	0	0	0	0	0	0
Operations	131,360	217,676	41,797	0	0	0	0
Capital	386,754	91,803	669,281	16,176	66,200	0	0
	<u>518,114</u>	<u>309,479</u>	<u>711,078</u>	<u>16,176</u>	<u>66,200</u>	<u>0</u>	<u>0</u>
Measure M							
Personnel	0	0	0	0	0	0	0
Operations	196,970	255,621	54,874	0	0	0	0
Capital	386,754	91,803	669,281	16,176	66,200	0	0
Measure M Total	<u>583,723</u>	<u>347,424</u>	<u>724,155</u>	<u>16,176</u>	<u>66,200</u>	<u>0</u>	<u>0</u>
Measure M2 - Non-Dept							
Personnel	0	0	0	0	0	0	0
Operations	0	185,178	81,138	39,000	39,000	39,000	39,000
Capital	0	0	0	0	0	0	0
	<u>0</u>	<u>185,178</u>	<u>81,138</u>	<u>39,000</u>	<u>39,000</u>	<u>39,000</u>	<u>39,000</u>
Measure M2 - Capital							
Personnel	0	0	0	0	0	0	0
Operations	12,142	26,061	22,899	0	0	0	0
Capital	131,022	4,463,692	2,548,388	12,000,541	5,343,000	3,759,800	995,000
	<u>143,164</u>	<u>4,489,753</u>	<u>2,571,287</u>	<u>12,000,541</u>	<u>5,343,000</u>	<u>3,759,800</u>	<u>995,000</u>
Measure M2							
Personnel	0	0	0	0	0	0	0
Operations	12,142	211,238	104,037	39,000	39,000	39,000	39,000
Capital	131,022	4,463,692	2,548,388	12,000,541	5,343,000	3,759,800	995,000
Measure M2 Total	<u>143,164</u>	<u>4,674,930</u>	<u>2,652,425</u>	<u>12,039,541</u>	<u>5,382,000</u>	<u>3,798,800</u>	<u>1,034,000</u>

2015-17 FY OPERATING AND CAPITAL IMPROVEMENT BUDGET

GAS TAX FUND

DESCRIPTION:

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

EXPENDITURE SUMMARY

Expenditure Summary	11/12	12/13	13/14	14/15	14/15	15/16	16/17
	Actual	Actual	Actual	Budget	Projected	Adopted	Proposed
Gas Tax, Non-Dept							
Personnel	0	0	0	0	0	0	0
Operations	74,935	1,744	3,994	0	2,000	0	0
Capital	0	0	0	0	0	0	0
	<u>74,935</u>	<u>1,744</u>	<u>3,994</u>	<u>0</u>	<u>2,000</u>	<u>0</u>	<u>0</u>
Gas Tax, CIP							
Personnel	64	176,539	124,801	196,500	140,051	205,800	210,500
Operations	0	804,856	1,159,428	1,155,202	1,249,898	1,406,900	1,416,000
Capital	528,564	29,684	538,106	1,555,938	1,696,570	560,000	500,000
	<u>528,628</u>	<u>1,011,078</u>	<u>1,822,335</u>	<u>2,907,639</u>	<u>3,086,519</u>	<u>2,172,700</u>	<u>2,126,500</u>
Gas Tax Total							
Personnel	64	176,539	124,801	196,500	140,051	205,800	210,500
Operations	74,935	806,600	1,163,422	1,155,202	1,251,898	1,406,900	1,416,000
Capital	528,564	29,684	538,106	1,555,938	1,696,570	560,000	500,000
Gas Tax Total	<u>603,563</u>	<u>1,012,823</u>	<u>1,826,329</u>	<u>2,907,639</u>	<u>3,088,519</u>	<u>2,172,700</u>	<u>2,126,500</u>

2015-17 FY OPERATING AND CAPITAL IMPROVEMENT BUDGET

PARK ACQUISITION & DEVELOPMENT FUND

DESCRIPTION:

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

EXPENDITURE SUMMARY

Expenditure Summary	11/12	12/13	13/14	14/15	14/15	15/16	16/17
	Actual	Actual	Actual	Budget	Projected	Adopted	Proposed
Park Dev							
Personnel	0	0	0	0	0	0	0
Operations	29,579	394,427	147,709	0	0	0	0
Capital	146,297	202,382	125,645	973,500	486,000	1,736,700	80,000
	175,876	596,809	273,355	973,500	486,000	1,736,700	80,000
Park Dev, CIP							
Personnel	0	0	0	0	0	0	0
Operations	29,579	394,427	147,709	0	0	0	0
Capital	146,297	202,382	125,645	973,500	486,000	1,736,700	80,000
Park Dev Total	175,876	596,809	273,355	973,500	486,000	1,736,700	80,000
Legacy Park, CIP							
Personnel	0	0	0	0	0	0	0
Operations	2,049	2,022	4,009	0	2,022	0	0
Capital	0	0	0	154,980	50,000	5,000,000	0
	2,049	2,022	4,009	154,980	52,022	5,000,000	0
Park Dev Tustin Legacy, CIP							
Personnel	0	0	0	0	0	0	0
Operations	2,049	2,022	4,009	0	2,022	0	0
Capital	0	0	0	154,980	50,000	5,000,000	0
Park Dev Tustin Legacy Total	2,049	2,022	4,009	154,980	52,022	5,000,000	0

2015-17 FY OPERATING AND CAPITAL IMPROVEMENT BUDGET

INTERNAL SERVICE FUNDS

EXPENDITURE SUMMARY

Expenditure Summary	11/12	12/13	13/14	14/15	14/15	15/16	16/17
	Actual	Actual	Actual	Budget	Projected	Adopted	Proposed
Workers Comp, Self Insurance							
Personnel	102,947	30,043	700	48,500	0	0	0
Operations	(35,859)	1,404,968	836,219	1,546,400	1,457,128	1,276,400	855,300
Capital	0	0	5,268	0	0	5,000	5,000
Workers Comp Total	67,088	1,435,011	842,187	1,594,900	1,457,128	1,281,400	860,300
Liability, Self Insurance							
Personnel	70,128	12,885	1,000	0	0	0	0
Operations	647,443	601,357	967,992	890,301	1,362,342	1,126,000	1,101,000
Capital	0	0	0	0	0	0	0
Liability Total	717,571	614,242	968,992	890,301	1,362,342	1,126,000	1,101,000
Unemployment, Self Insurance							
Personnel	0	0	0	0	0	0	0
Operations	24,543	26,082	35,697	75,000	20,000	30,000	30,000
Capital	0	0	0	0	0	0	0
Unemployment	24,543	26,082	35,697	75,000	20,000	30,000	30,000
Equipment Replacement							
Personnel	0	0	0	0	0	0	0
Operations	207,755	5,939	24,711	0	1,600	0	0
Capital	356,137	629,139	1,456,330	3,787,793	1,571,068	1,948,900	1,983,900
Equip. Replacement Total	563,893	635,078	1,481,040	3,787,793	1,572,668	1,948,900	1,983,900

BACKBONE & LAND HELD FOR RESALE FUNDS

EXPENDITURE SUMMARY

Expenditure Summary	11/12	12/13	13/14	14/15	14/15	15/16	16/17
	Actual	Actual	Actual	Budget	Projected	Adopted	Proposed
Oblig Reimb Frm Successor Agency							
Personnel	0	811,647	0	0	0	0	0
Operations	6,461,987	2,461,655	(937,239)	0	1,500	0	0
Capital	0	0	0	0	0	0	0
Oblig Reimb Frm Successor Agency Total	6,461,987	3,273,302	(937,239)	0	1,500	0	0
Backbone Fee Fund							
Personnel	0	0	0	0	0	0	0
Operations	0	618	54,694	0	7,000	0	0
Capital	0	169	18,267,047	1,750,000	3,200,000	10,128,300	0
Backbone Fee Fund Total	0	787	18,321,741	1,750,000	3,207,000	10,128,300	0
Land Held for Resale							
Personnel	0	0	0	0	0	0	0
Operations	0	(21,256,467)	1,926,104	14,396,034	8,454,000	8,793,800	9,937,300
Capital	0	0	28,538,488	7,398,267	1,500,000	2,000,000	0
Land Held for Resale Total	0	(21,256,467)	30,464,592	21,794,301	9,954,000	10,793,800	9,937,300



INFORMATION TECHNOLOGY

(INTERNAL SERVICE FUND)

TUSTIN



BUILDING OUR FUTURE
HONORING OUR PAST

2015-17 FY OPERATING AND CAPITAL IMPROVEMENT BUDGET

DESCRIPTION:

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

TASKS:

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

EXPENDITURE SUMMARY

Expenditure Summary	11/12	12/13	13/14	14/15	14/15	15/16	16/17
	Actual	Actual	Actual	Budget	Projected	Adopted	Proposed
Information Technology							
Personnel	554,215	353,402	272,184	333,700	283,415	348,100	351,200
Operations	412,709	507,303	592,892	1,091,300	797,275	1,039,300	1,080,400
Capital	258,919	240,342	307,322	308,065	385,000	450,500	455,000
Info. Technology Total	1,225,843	1,101,047	1,172,399	1,733,065	1,465,690	1,837,900	1,886,600

HOUSING AUTHORITY





2015-17 FY OPERATING AND CAPITAL IMPROVEMENT BUDGET

EXPENDITURE SUMMARY

Expenditure Summary	11/12	12/13	13/14	14/15	14/15	15/16	16/17
	Actual	Actual	Actual	Budget	Projected	Adopted	Proposed
Tustin Housing Authority							
Personnel	60,081	0	157,825	243,600	170,229	245,100	251,600
Operations	9,850,324	32,557	82,347	122,800	94,115	90,600	77,800
Capital	0	0	0	0	0	0	0
Tustin Housing Authority Total	9,910,405	32,557	240,171	366,400	264,344	335,700	329,400

CAPITAL IMPROVEMENT PROGRAM

TUSTIN



BUILDING OUR FUTURE
HONORING OUR PAST

 2015-17 FY OPERATING AND CAPITAL IMPROVEMENT BUDGET

EXPENDITURE SUMMARY

Expenditure Summary	11/12	12/13	13/14	14/15	14/15	15/16	16/17
	Actual	Actual	Actual	Budget	Projected	Adopted	Proposed
CIP, CIP							
Personnel	0	0	0	0	0	0	0
Operations	577,515	5,410,667	40,609	0	0	0	0
Capital	3,813,589	9,692,501	8,764,500	5,131,116	2,480,800	3,642,000	1,380,000
CIP Total	4,391,104	15,103,168	8,805,110	5,131,116	2,480,800	3,642,000	1,380,000

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

MCAS 2010 TAX ALLOCATION BONDS

EXPENDITURE SUMMARY

Expenditure Summary	11/12	12/13	13/14	14/15	14/15	15/16	16/17
	Actual	Actual	Actual	Budget	Projected	Adopted	Proposed
MCAS 2010 TABs							
Personnel	177,082	80,740	146,198	139,200	139,200	104,400	107,500
Operations	81,070	68,276	6,549	0	0	0	0
Capital	6,837,309	784,247	138,836	10,750,000	749,000	29,600,000	0
MCAS 2010 TABs Total	7,095,462	933,263	291,583	10,889,200	888,200	29,704,400	107,500

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