



CITY OF LAKE ELSINORE, CALIFORNIA

# ANNUAL OPERATING BUDGET

FISCAL YEAR 2024-2025





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# INTRODUCTION

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## **CITY COUNCIL**

Steve Manos, Mayor

Brian Tisdale, Mayor Pro Tem

Natasha Johnson

Robert E. Magee

Timothy J. Sheridan

## **CITY TREASURER**

Edwin Castro

## **CITY MANAGER**

Jason Simpson

## **ASSISTANT CITY MANAGER**

Shannon Buckley

130 South Main Street  
Lake Elsinore, California 92530  
(951) 674-3124  
[www.lake-elsinore.org](http://www.lake-elsinore.org)





## Transmittal Letter

City Manager - Jason Simpson

June 11, 2024

The Honorable Mayor and Members of City Council:

On behalf of City Staff, it is my privilege to present the Annual Operating Budget for FY 2024-2025 for the City of Lake Elsinore. This year's budget represents the City's commitment to providing high quality municipal services, while supporting our residents and their priorities and making sound financial decisions to remain sustainable. This budget document serves not only as a financial plan for the immediate future, but also as a management and communications tool outlining the City Council's vision and key initiatives for the year. The FY 2024-2025 proposed Annual Operating Budget has been developed after a considerable review process. Departmental budget submittals were prepared and reviewed by line item in connection with projected revenues and detailed performance objectives. Five-year revenue and expenditure projections were developed to identify the future impacts of proposed staffing and program changes, as well as the impact of proposed capital improvement projects. The result is this document: a conservative budget that provides for quality services while effectively utilizing available resources.

### City of Lake Elsinore Profile

The City of Lake Elsinore is a community comprised of approximately 71,452 citizens. The City maintains 20 parks on 173 acres throughout the community, which provides recreation opportunities for both the citizens of Lake Elsinore, and surrounding communities. Police and Fire protection are provided through a contract with Riverside County. The Lake Elsinore Unified School District provides 25 schools for over 21,000 students. The City of Lake Elsinore prides itself on its community focus and quality of life. Lake Elsinore residents enjoy a perfect climate, blue sky, clean air, world-famous thermal winds for aerial sports and, their crowning jewel, a sparkling 3,000-acre recreational lake for exciting water sports. All of this is set against the spectacular Ortega Mountains and Cleveland National Forest, providing opportunities for hiking, biking, bird watching or just plain relaxing in the beauty that abounds in this outdoor recreation destination. It is impossible to review the economic forces affecting Lake Elsinore and the Inland Empire without predicting a prospering future for the City. The region's geographic location, competitive cost structure and sophisticated logistics have put it in a position to remain one of the fastest growing communities in the Inland Empire.

### Economic Indicators

The City of Lake Elsinore continues a march of economic expansion and increased economic opportunities for residents within both the community and the region.

- Population: 71,452 July 1, 2023 up 2.1% from the previous year (Source: United States Census Bureau).
- Unemployment: Lake Elsinore - as of May 2024 is 4.7%, County of Riverside - 4.4%, and State of California - 5.2% (Source: EDD).
- Number of Households: 20,951 in 2024 from 19,162 in 2023.
- Median Household Income: \$89,788 in 2024 up \$9,438 from 2023.
- Median Home Value: \$595,000 in 2021 to \$ in 2023

### Impact of Legislation on the Budget

A number of legislative changes have profound fiscal impacts on the City, including:

#### American Rescue Plan Act of 2021

On March 12, 2021, the American Rescue Plan Act (ARPA) was signed into law. ARPA allocated \$350 billion to state, local, territorial, and Tribal governments to respond to the COVID-19 public health emergency or its negative economic impacts. The City of Lake Elsinore is expected to receive \$14,967,198 over the next two fiscal years. The City developed a plan for the use of these funds. Both the Operating and Capital Improvement Program budgets reflect the use of these funds.

#### Measure Z

On November 3, 2020, residents of the City of Lake Elsinore voted in favor of Measure Z, a locally controlled one cent, or one percent, transaction and use tax to generate unrestricted general fund dollars to address City service, public safety, and local recovery needs. Measure Z will ensure the City is self-reliant for current public safety needs and is prepared for any health or catastrophic emergency.



Nearly all the sales tax generated locally goes to the State or the County. Measure Z requires all funds to be used in Lake Elsinore, ensuring that a higher percentage of sales tax dollars are local for City services. By law, no Measure Z funds can be taken by the state, county, or federal government.

#### California Senate Bill 1383

On January 1, 2022, California Senate Bill 1383 will go into effect, requiring the recycling of organic waste. The law is in response to a statewide effort to reduce emissions of short-lived climate pollutants (SLCP) to achieve the state's climate goals and the 75 percent organic waste diversion goal by 2025. The financial impact to the City's budget is not yet fully known, but it is anticipated that the City will provide administrative oversight for the program and potential economic impacts to commercial development are expected.

### 2024-2025 Goals and Objectives

During the 2013-14 Fiscal Year, the City Council adopted the City's Vision Statement. The Vision Statement is used as:

1. A tool in the employee hiring/selection process,
2. A guide in conducting city business, and
3. A statement to the citizens affirming what the City as an organization stands for, and the level of service they can expect from the City.

The City Council established the following FY 2024-2025 budget guidelines, or key initiatives, with fiscal stability and community responsibility as they relate to the City's Vision Statement, Public Safety, Recreation, Transportation, Economic Development, Education and Service. These guidelines were then used by each Department to develop Short Term Objectives for completion in the upcoming fiscal year and are reflected in the Department Information section of the budget document.

### Objectives and Performance Measures

The budget document has been formatted to detail the short-term operational objectives for completion in FY2024- 2025, and the performance measures for evaluating the completion of those objectives. These objectives were developed in a collaborative process with all City staff members in order to collaboratively identify where each department can contribute to the overall long-term goals of the City. The objectives were then used by the departments to justify their Proposed Annual Operating Budget submittals. The short-term objectives are detailed by the Department in the Departmental Information section of this budget document.

Each Department section also includes the objectives and performance measures, along with significant accomplishments, and a detail of the expenditure requests and personnel allocation which will be used to meet objectives. The objectives were then used by the departments to identify and justify their Annual Operating Budget submittals.

### Long-Range Financial Forecast

Prior to the passage of Measure Z, the ten-year financial projection reflected a structural deficit as expenditures were increasing at a faster rate than revenues. The rising cost of Public Safety was the main cause of the deficit. Currently, the rising cost of Public Safety will continue to weigh on the City's finances. However, new projections that include Measure Z show a budget surplus for the City. A trend that should continue throughout the next ten years.

### General Fund Analysis

Fiscal Year 2024-25 Ending Fund Balance is projected to be \$19,268,711. Total Reserves, at 26.6% of expenditures, total \$18,243,711, with another \$1,023,690 as non-spendable.

### General Fund Revenue Highlights

FY 2024-25 General Fund revenues are projected to reach \$71,173,350, an increase of \$2,770,090 or 2.92% from FY23-24 Adopted Budget and reflects continued growth of the local economy. The City has continued to work with the Chamber of Commerce and Visitor's Bureau in its effort to encourage the expansion and relocation of industries that generate local sales tax and employment opportunities. The City has also worked with these organizations to develop and market Lake Elsinore as a tourist destination.

- Sales and Use Tax (\$17,087,000) is projected to be a decrease of 2.6% compared to the prior fiscal year.
- Property Taxes (\$11,614,320) are projected to increase, or 3.36%, as a function of continued building activity and as Proposition 8 reassessments continue to reverse increasing the overall assessed valuation of homes in Lake Elsinore.
- Licenses and Permits: (\$2,104,390) are projected to increase by \$61,000 or 2.99%.
- Fees: (\$6,337,620) are projected to increase by \$393,230 or 6.62%
- Fines & Forfeitures: (\$1,016,670) are projected to increase 3.00% compared to the prior fiscal year approved budget.
- Special Assessments: These special taxes are assessed to all real property owners. They are used for ongoing operation and maintenance of the City's parks, open space, storm drains, street lighting along with public safety services. These assessments are anticipated to be \$7,194,960, an increase of \$205,960, which represents 2.94%.
- Franchise and Other Tax: An overall increase of \$102,630 from FY 23-24 to a projected FY 2024-2025. Franchise fees are the amount of fees paid by phone, cable, natural gas, refuse collection, and electricity companies for use of the public right of way. Other taxes include the City's Transient Occupancy Tax (TOT) and Property Transfer Tax.





### **General Fund Expenditure Highlights**

The City's Operating Budget of the General Fund is projected to be \$71,173,350 in FY 2024-2025. This proposed expenditure level results in an increase of \$2,017,120 or 2.92%. The increase is due primarily to the continuing rising public safety contract costs. The City contracts with Riverside County to provide both Police and Fire Services. Public safety continues to represent the largest single portion of the General Fund operating budget at 48.1%. Proposed expenditures for Police, Fire Services, Animal Control, and Emergency Services total \$34,202,880, an increase of \$2,292,510.

- Police (\$19,531,030) increase by \$878,810 or 4.71%, over the prior year.
- Fire Suppression (\$12,136,450) increased by \$1,132,200 or 10.29% over the prior year.
- Fire Prevention (\$894,900) increase by \$48,130 or 5.68% over the prior year.
- Animal Services (\$1,209,040) increased by \$224,540 or 22.81% over the prior year.
- Emergency Services (\$431,460) increase by \$8,830 or 2.09% over the prior year.

### **Major Special Revenue Funds**

Special Revenue Funds are used to account for activities paid by taxes or other designated revenue sources that have specific limitations on use according to law. The top five Major Special Revenue funds are highlighted below for FY 2024-2025

1. Measure Z: \$17,044,000
2. Low/Moderate Housing: \$7,077,550
3. American Rescue Plan: \$4,762,435
4. Measure A: \$2,303,000
5. Citywide L.L.M.D.: \$2,109,162

### **Internal Services Funds**

Internal Service Funds are used to account for the funding of goods and services provided by one department to other benefitting departments on a cost-reimbursement basis. Additionally, the City maintains several Replacement Funds designed to accumulate resources for the future replacement of City equipment, technology, and facilities.

- Insurance Fund: Projected expenses total \$1,059,690, which covers the cost of administering the City's liability, worker's compensation, and property insurance programs.
- Information Technology Fund: Projected expenses total \$2,103,634, which provides for the operation and management of the City's computer and telephone systems.
- Support Services Fund: Projected expenses \$115,906, which provides for the operation of the City's central printing and mail activities.
- Vehicle and Equipment Fund: Projected expenses total \$1,161,475, which provides for the operation and replacement of City vehicles and heavy equipment that have reached the end of their useful life.
- Facilities Fund: Projected expenses total \$1,178,286, which provides for the operation, maintenance, and replacement of City buildings, equipment, systems, and fixtures within City-owned facilities.

### **Lake Elsinore Public Finance Authority**

The Lake Elsinore Public Finance Authority (LEPFA) is a joint exercise of powers between the City of Lake Elsinore and the Lake Elsinore Redevelopment Agency, created by a joint powers agreement dated July 25, 1989. The purpose of the LEPFA is to provide financing for public capital improvements for the City and the former Redevelopment Agency. Revenue includes investment earnings and expenditures are restricted to debt service payments.

### **Lake Elsinore Recreation Authority**

The Lake Elsinore Recreation Authority is a joint exercise of powers between the City of Lake Elsinore and the Lake Elsinore Redevelopment Agency created by a joint powers agreement dated December 1, 1996. The purpose of the Lake Elsinore Recreation Authority is to provide, through the issuance of revenue bonds, a financing pool to fund capital improvement projects. These revenue bonds are to be repaid solely from the revenue of certain public obligations. Currently we do not have active accounts within the Lake Elsinore Recreation Authority.

### **Lake Elsinore Facilities Financing Authority**

On September 13, 2016, City Council formed the Lake Elsinore Facilities Financing Authority consisting of the City and the Parking Authority to issue lease revenue bonds. The use of lease revenue bonds to finance general infrastructure is commonly used by cities in California. Under this financing structure, a joint powers authority is utilized for the sole purpose of issuing bonds for the benefit of the issuer.

### **Successor Agency to the Redevelopment Agency (SARDA)**

SARDA obligations are paid with Property Tax Increment dollars that were formerly allocated to the Redevelopment Agency. Expenditures for FY 2024-2025 total \$9,636,180.

### **Capital Improvement**



The City's five-year Capital Improvement Plan (CIP) is presented to the City Council under a separate cover. This program provides a multi-year plan for capital improvements that is updated annually to ensure compliance with the program. The impact of capital projects on maintenance and operating costs were taken into consideration in the development of the operating budget. Circulation, Facilities, Infrastructure, Park, and Successor Agency projects are identified in the CIP budget with estimated current year costs totaling \$91,602,230.

#### **2024-2025 Authorized Staffing**

The City continues to restructure the organization to ensure core staffing, internally, and externally, is in place to meet current and future economic opportunities, while also providing the highest level of service. The City has established a policy of annually focusing on reorganizing department structures in an effort to streamline processes and enhance efficiencies without reducing essential public services to the community. The total authorized positions for FY 2024-2025 is 215, five of which are City Council members, five City Planning Commissioners, five Public Safety Advisory Commissioners, and one Treasurer, leaving 157 regular full-time equivalent positions, 23 unfunded, and 58 part-time positions.

#### **Five-Year Forecast**

A five-year forecast is developed as part of the budget process to assist in the long range planning and policy development. The five-year forecast provides a tool to evaluate the ability of the City to fund proposed programs, operating costs, and meet the operational requirements of capital improvement projects in the future. For FY 2024-2025, General Fund revenues are projected to match expenditures and transfer out while fully funding the uncertainty reserve at 20% of total expenditures. The ending fund balance is projected to be \$19,268,711. The value of long-range fiscal planning is to proactively alert decision makers early enough to course-correct, and implement the necessary measures to ensure long-term fiscal solvency. The City of Lake Elsinore is fortunate to only be 33% built out and has a lot of room for future revenue growth. In order to remain fiscally solvent, the City must address these rising public safety costs to ensure ongoing revenues are adequate to cover ongoing expenditures. With the passage of Measure Z, the City is in a better position to meet its future obligations. However, the City will have to study alternative, more cost-effective law enforcement delivery models. Additionally, City management staff created several possible scenarios comprising expenditure reduction measures that will be necessary to balance the General Fund and ensure long-term fiscal solvency.

#### **General Financial Policies**

##### **Accounting, Auditing, and Financial Reporting Policy**

The City of Lake Elsinore receives an independent audit annually and maintains a solid internal audit capacity. The City prepares all annual financial reports in strict compliance with Generally Accepted Accounting Procedures (GAAP), as outlined by the Governmental Accounting Standards Board (GASB). The City maintains a strong system of internal controls, which has resulted in an unqualified audit opinion for the past several years.

##### **Reserve Policy**

The City Council previously identified an objective of developing and maintaining a reserve in the General Fund for economic uncertainties and contingencies at 20%.

##### **Conclusion**

The FY 2024-2025 Operating Budget demonstrates the City Council's continued investment in Public Safety and other services. I am committed to working with the City Council to develop viable solutions in the coming year to ensure that the City's operating revenues are sufficient to cover its operating expenditures, while maintaining adequate reserves.

I would like to express my appreciation to the City Council for providing the direction and support which are crucial to the ability of the City to achieve its goals. I would also like to recognize the contributions of every staff member to creating a successful operating budget.

I commend the Mayor, Budget Committee, members of the City Council and Management for their continued interest, dedication, and support in conducting business on behalf of the Citizens of Lake Elsinore in a responsible and progressive manner while still preserving the economic quality of the City.

Respectfully submitted,

Jason Simpson  
City Manager



# Strategic Plan



The City of Lake Elsinore adopted in July 2020, the Dream Extreme 2040 Plan. This is the city's first long term strategic plan to assist the city in its pursuit of achieving its vision. The plan serves as a living document that will be updated regularly to provide a framework to guide all decision making over the next 20 years by identifying key Anchors, Aspirations, and Strategies. Anchors are the unique community assets and opportunities of Lake Elsinore (The Lake, Downtown, and Action Living). The Aspirations encapsulate what we hope to achieve in Lake Elsinore's future. Finally, the Strategies comprise potential actions that the City can implement in order to achieve the aspirations. All strategies relate back to one or more anchors.

## **Anchors for the City of Lake Elsinore**



Anchors are assets that make the City unique—they are what make Lake Elsinore special and what will drive the future of our community. While a wide range of possibilities can be imagined for Lake Elsinore's future, structuring the vision plan around these three anchors helps to guide the City's decision making and efforts focus on the assets that matter most to the Lake Elsinore community.

- The Lake - The Lake shapes the City's identity, supports an ecosystem rich with natural beauty, and offers unique recreational opportunities. The largest natural freshwater lake in Southern California, Lake Elsinore enables both extreme activities and everyday recreation. As the terminus of the San Jacinto River, Lake Elsinore faces unique ecological challenges. Protecting, enhancing, and celebrating the Lake is critical to Lake Elsinore's City and community health.
- Downtown - Lake Elsinore's Downtown is a vibrant central hub that brings the community together. Enhancing the quality of the Downtown experience and building its strong sense of place will shape the City's identity as a unique place to live, work, and play.
- Action and Adventure - The City has long been a destination for action sports and extreme activities. The community embraces life and dares to push the boundaries to achieve its goals. Lake Elsinore's programs, facilities, and natural environment will define the City as a destination for action and adventure for both visitors and residents.



### **Aspirations and Strategies for the City of Lake Elsinore**

Aspirations are broad, long-term goals grounded in the three anchors on the preceding page. Aspirations are cross-cutting, meaning they address multiple anchors and serve as organizing principles for what Lake Elsinore will be in 2040.



Aspiration #1: Be the destination for the action sports industry in Southern California. Lake Elsinore will be a world-class city known as the destination for the extreme sports and outdoor activities in Southern California- the Action Sports Capital of the world using the following strategies:

- Expand investments in extreme sport activities.
- Broaden Lake Elsinore's Appeal as a tourist destination.
- Proactively attract and grow businesses supporting the City's Dream Extreme vision.



Aspiration #2: Grow a vibrant and active City where our residents thrive. Lake Elsinore will be known for its high quality of life, attracting new residents who value diverse housing options, outstanding education opportunities, and high standards of public safety and resilience. A wide range of people – from young families to active retirees– will choose Lake Elsinore's as the ideal place to live an active lifestyle and Dream Extreme by implementing the following strategies:

- Market the City to corporations, businesses, and developers to attract desired economic and residential development.
- Promote public health and strengthen Lake Elsinore's identified as community for active lifestyles.
- Ensure Lake Elsinore is family-friendly.
- Identify opportunities to improve transportation networks and reduce transportation-related costs.
- Encourage and attracting the development of a regional healthcare center.
- Increase access to education in Lake Elsinore.



Aspiration #3: Foster our natural resources - the Lake and our Surroundings are the heart of our community. Lake Elsinore will be a leading example of active urban living. Innovative land management and urban development will integrate natural assets, active living amenities, and the built environment by implementing the following strategies:

- Continue efforts to beautify and activate the waterfront, diversifying and growing Lake Elsinore's economy.
- Increase connections to nature.
- Plan for resilience and sustainability.
- Improve water management efforts at the Lake.



Aspiration #4: Dream Extreme in our City governance, seeking innovative, inclusive, and enduring solutions. Lake Elsinore will set a high standard for innovative governance with streamlined City processes, aided by technology that fosters a fiscally sound future, sustainable economic development, and responsive public service by implementing the following strategies:

- Development community engagement strategies to foster more inclusive city governance.
- Safeguard the City's long-term fiscal health through boosting and diversifying sources.
- Increase partnerships with publicly, private, or non-profit organizations.
- Embrace technology to support the delivery of City services.
- Allocate public resources effectively and efficiently creating fiscal models that ensure sustainability.
- Continue to build a culture of innovation throughout the organization.

# Understanding the Budget

This budget document provides the public with concise and readable information about City government and displays the objectives and budget for the City of Lake Elsinore for FY2024-2025. The budget document is divided into the following sections:

## INTRODUCTION and OVERVIEW

The budget document begins with the transmittal letter by the City Manager, which provides an overview of the FY2024-2025 Operating Budget by highlighting programs, major projects and changes in revenue and expenditure allocations for the upcoming fiscal year. There is an analysis of the impact of legislation on the City budget, as well as recent economic indicators. The introduction section details Lake Elsinore's Mission and Value Statements. The Goals and Objectives provide further detail into the policies, goals and objectives which drive the budget process. These are linked to each Department's goals and objectives. The Locator Map shows graphically where Lake Elsinore lays within the State of California and the Community Profile lists community demographics. The City Directory outlines the Executive Management Team and the Finance Team who work daily implementing the goals and strategies outlined in the Annual Operating Budget.

## FINANCIAL STRUCTURE, POLICY and PROCEDURES

The Citywide Organization Chart displays City Departments and reporting structure. The Budgetary Fund Structure provides a quick graphic overview of the City's budgetary fund structure and includes all funds that are subject to appropriation. The Description of Funds provides a narrative description of these funds which are graphically depicted in the Fund Use by Department section. The Gann Appropriations Limit Section details the appropriations limit for the current fiscal year. Budget and Fiscal Policies outlines City policies related to budget preparation, financial reporting requirements, fund balance and reserves, contingency planning, staffing, asset management/replacement, investments, and financing and debt management. The Budget Process and Budget Calendar sections describe the City's process for preparing this year's Annual Operating budget.

## FINANCIAL SUMMARIES

The Financial Summaries section provides a complete overview and analysis of the total resources budgeted by the organization. There is detail on each specific fund, fund balance changes, and a complete budget picture for the current and previous two fiscal years. This section includes summaries of revenues and expenditures for all appropriated Operating Budget funds. Fund balance, revenue and expenditure changes are explained in this section as well. Historical and categorical data are provided for comparative purposes.

## DEPARTMENTAL INFORMATION

The Departmental Information Section includes the department/program description, mission statements, and expenditures, staffing levels, goals and performance measures for each operating program in the General Fund and Internal Service Funds.

## CAPITAL IMPROVEMENT and DEBT

This section summarizes the budgeted capital expenditures, which are further detailed in the separate Capital Improvement Budget. This section provides a summary of all projected Capital Improvement revenues and descriptions of those sources, as well as a description of all Capital Improvement Plan projects. The Debt Administration and Legal Debt Margin sections include financial data on current debt obligations and describe the relationship between current debt levels and legal debt limits as well as their operational impact.

## FIVE YEAR FORECAST

This section outlines the City of Lake Elsinore's five-year strategic planning tool which allows the City to project the impacts of proposed programs, operating costs, and capital improvement projects in the future. This forecast assists in long range planning and policy development by ensuring that resources will be available to meet the needs of our community into the future.

## SUPPLEMENTAL INFORMATION AND APPENDIX

This section provides supplemental financial statistical information such as property tax information, and comparative City information. There is also a glossary of terms to guide the reviewer in understanding this document.

Additional information on the City's finances is available in the following documents, which are available at Annual Operating Budget Document [🔗](#)

For further information, please contact the Lake Elsinore Administrative Services Department at (951) 674 - 3124.



**RESOLUTION NO. 2024-25**

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF LAKE ELSINORE,  
CALIFORNIA, ADOPTING THE FY 2024-25 ANNUAL OPERATING BUDGET  
AND ESTABLISHING THE CONTROLS ON CHANGES IN THE  
APPROPRIATIONS**

**WHEREAS**, the City Council (Council) has a policy of adopting an annual operating budget to plan expenditures and to match anticipated revenues available in various City accounts to make the most efficient use of the City's limited resources for each fiscal year; and,

**WHEREAS**, the City of Lake Elsinore (City) Municipal Code Section 3.04.010 defines the fiscal year for the City of Lake Elsinore as extending from July 1<sup>st</sup> of each year to and including June 30<sup>th</sup> of the following year.

**NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF LAKE ELSINORE DOES HEREBY RESOLVE, DETERMINE AND ORDER AS FOLLOWS:**

**Section 1.** The City of Lake Elsinore Annual Operating Budget is hereby approved and adopted for the 2024-25 fiscal year and as amended herein 2023-24 fiscal year for as attached per Exhibit A to this Resolution.

**Section 2.** A copy of the City of Lake Elsinore Operating Budget hereby adopted and certified by the City Clerk shall be filed with the City Manager or a designated representative, and a further copy so certified shall be placed and shall remain on file in the Office of the City Clerk where it shall be available for inspection. Copies of the certified budgets shall be made available for the use of departments, offices, and agencies of the City.

**Section 3.** That the following controls are hereby placed on the use and transfer of budget appropriations:

- (a) No expenditure of funds shall be made unless there is an unencumbered appropriation available to cover the expenditure.
- (b) The Department Director may prepare a transfer of appropriations within departmental budget accounts, with the approval of the City Manager.
- (c) The City Council must authorize transfers (appropriations) of funds from the Unreserved Fund Balance and transfers between departmental budget accounts.
- (d) The City Council must authorize any changes to the Schedule of Authorized Positions. The City Manager may authorize the hiring of temporary or part-time staff as necessary within the limits imposed by the controls listed above.
- (e) The City Manager may approve change orders on Public Works contracts approved by the City Council in amounts up to project contingency established by the City Council.
- (f) Outstanding encumbrances shown on the City books at June 30, 2024, that are approved by the City Manager, are hereby appropriated for such contracts or obligations for FY2024-25.
- (g) The City of Lake Elsinore Annual Operating Budget is hereby approved.



**Section 4.** This Resolution shall take effect from and after the date of its passage and adoption.

**Passed and Adopted** at a regular meeting of the City Council of the City of Lake Elsinore, California, this 11<sup>th</sup> day of June 2024.

DocuSigned by:  
  
6C39034F0387493  
Steve Manos  
Mayor


Attest:

DocuSigned by:  
  
2941B149748C400  
Candice Alvarez, MMC  
City Clerk


STATE OF CALIFORNIA     )  
COUNTY OF RIVERSIDE    ) ss.  
CITY OF LAKE ELSINORE    )


I, Candice Alvarez, MMC, City Clerk of the City of Lake Elsinore, California, do hereby certify that Resolution No. 2024-25 was adopted by the City Council of the City of Lake Elsinore, California, at the Regular meeting of June 11, 2024 and that the same was adopted by the following vote:

AYES:     Council Members Sheridan and Magee; Mayor Pro Tem Tisdale; and Mayor Manos  
NOES:     None  
ABSENT:   Council Member Johnson  
ABSTAIN:   None

DocuSigned by:  
  
2941B149748C400  
Candice Alvarez, MMC  
City Clerk

## Vision Statement



CITY OF  
LAKE  EL SINORE  
DREAM EXTREME

**Action Sports  
Capital of the  
World**

VISION STATEMENT

THE CITY OF  
LAKE EL SINORE WILL BE  
THE ULTIMATE LAKE  
DESTINATION WHERE ALL  
CAN LIVE, WORK, AND PLAY,  
BUILD FUTURES AND  
FULFILL DREAMS.

## Value Statement

### CITY OF LAKE ELSINORE *Expressions of Extreme Customer Service*

#### C.A.A.R.E.

##### **C**USTOMER SERVICE PERSPECTIVE

- Treat your customer the way you would want to be treated.
- Be overtly courteous, a good listener and extremely respectful.
- Treat your fellow employees as your customers!

##### **A**UTHENTIC BEST

- Be your best self and provide sincere customer service.
- Always remember, there is no way that the quality of customer service can exceed the quality of the people who provide it!

##### **A**NTICIPATE CUSTOMER NEEDS

- Improve the quality of customer service by preparing in advance for common inquiries.

##### **R**ESPOND TO CUSTOMER'S NEEDS

- Provide responses that are timely, accurate and complete.
- Respond within a business day, and assure customers that you are personally accessible if they have further concerns.

##### **E**XTREME CUSTOMER SERVICE

- Make it extremely easy to do business with!
- Providing Extreme Customer Service is our business.





## Locator Map





# Population Overview



TOTAL POPULATION

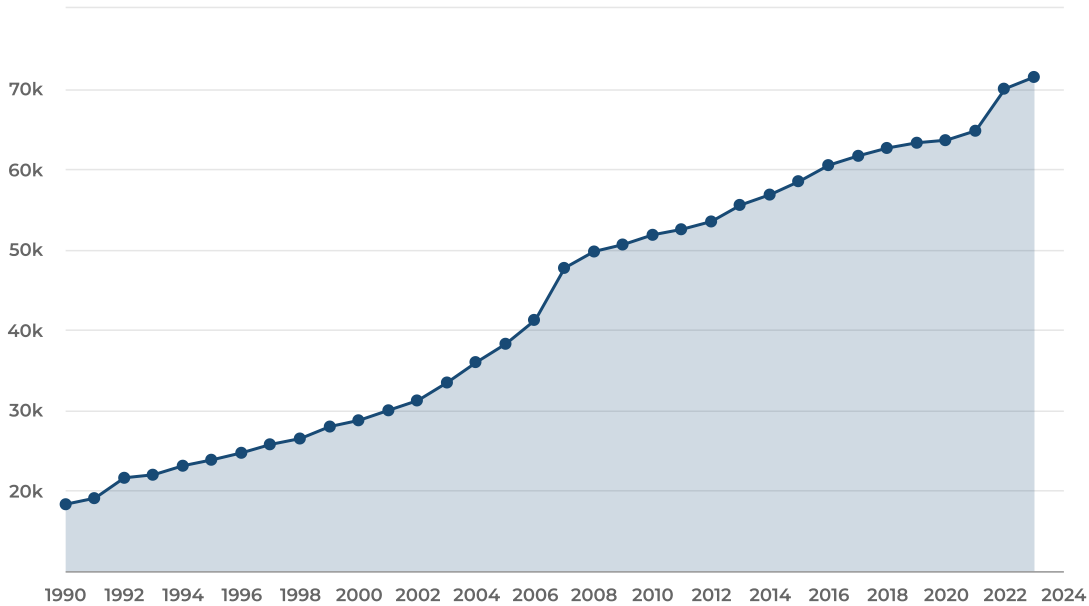
**71,452**

▲ 2.1%  
vs. 2022

GROWTH RANK

**3** out of **499**

Municipalities in California



\* Data Source: Client entered data for year 2023



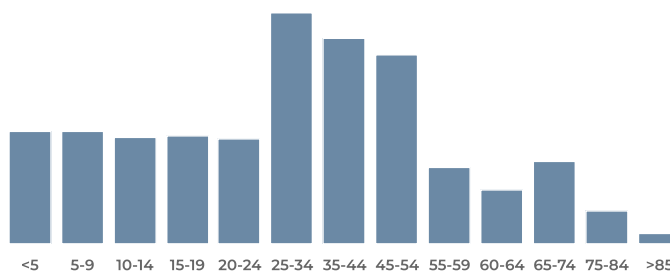
DAYTIME POPULATION

**56,177**

Daytime population represents the effect of persons coming into or leaving a community for work, entertainment, shopping, etc. during the typical workday. An increased daytime population puts greater demand on host community services which directly impacts operational costs.

\* Data Source: American Community Survey 5-year estimates

## POPULATION BY AGE GROUP



Aging affects the needs and lifestyle choices of residents. Municipalities must adjust and plan services accordingly.

\* Data Source: American Community Survey 5-year estimates

## Household Analysis

TOTAL HOUSEHOLDS

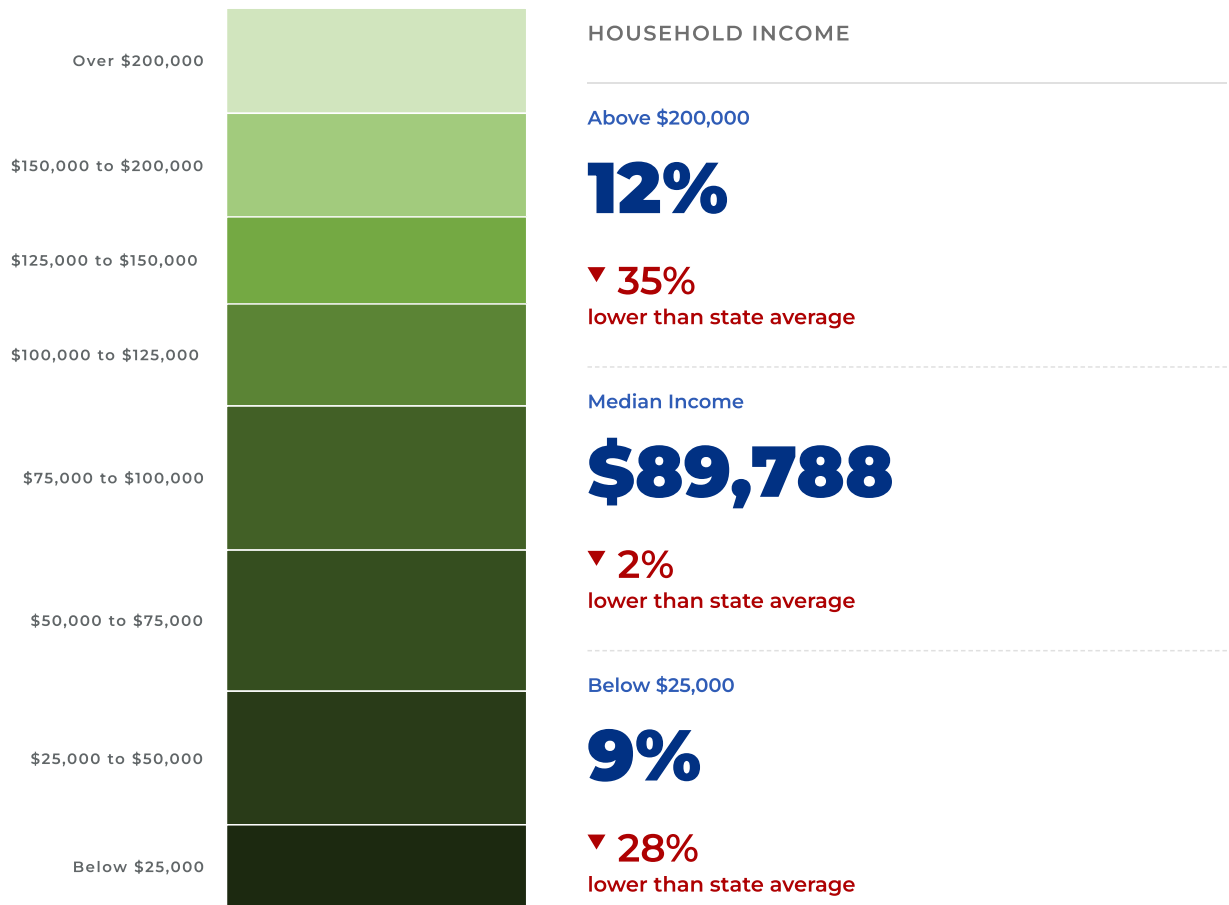
**20,951**

Municipalities must consider the dynamics of household types to plan for and provide services effectively. Household type also has a general correlation to income levels which affect the municipal tax base.

*\* Data Source: Lake Elsinore, CA 2023*

## Economic Analysis

Household income is a key data point in evaluating a community's wealth and spending power. Pay levels and earnings typically vary by geographic regions and should be looked at in context of the overall cost of living.



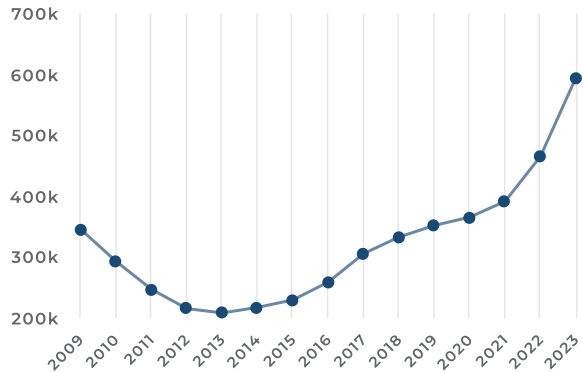
*\* Data Source: American Community Survey 5-year estimates*



# Housing Overview



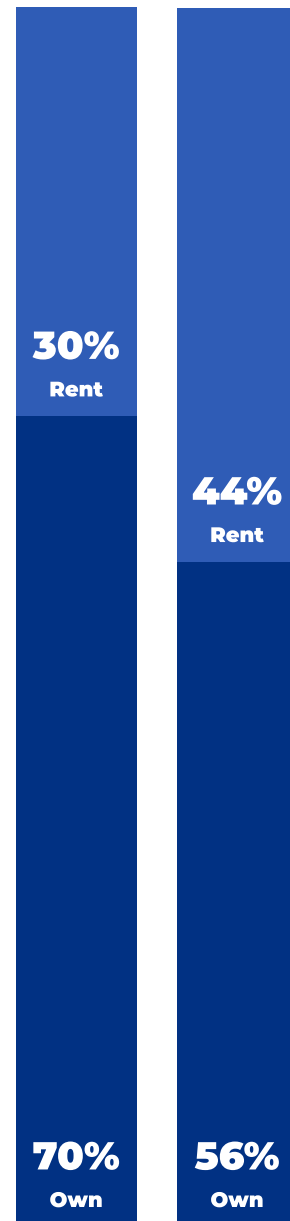
2023 MEDIAN HOME VALUE  
**\$595,000**



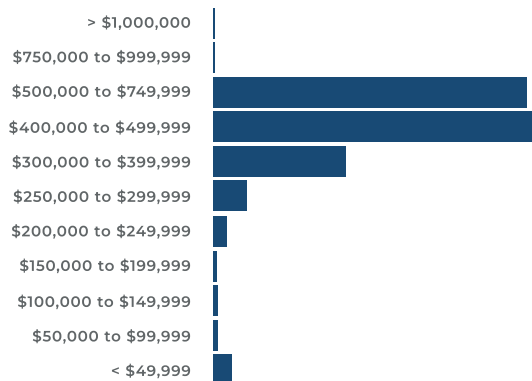
\* Data Source: Lake Elsinore, CA 2023

## HOME OWNERS VS RENTERS

Lake Elsinore State Avg.



## HOME VALUE DISTRIBUTION



\* Data Source: 2022 US Census Bureau (<http://www.census.gov/data/developers/data-sets.html>), American Community Survey. Home value data includes all types of owner-occupied housing.

\* Data Source: 2022 US Census Bureau (<http://www.census.gov/data/developers/data-sets.html>), American Community Survey. Home value data includes all types of owner-occupied housing.





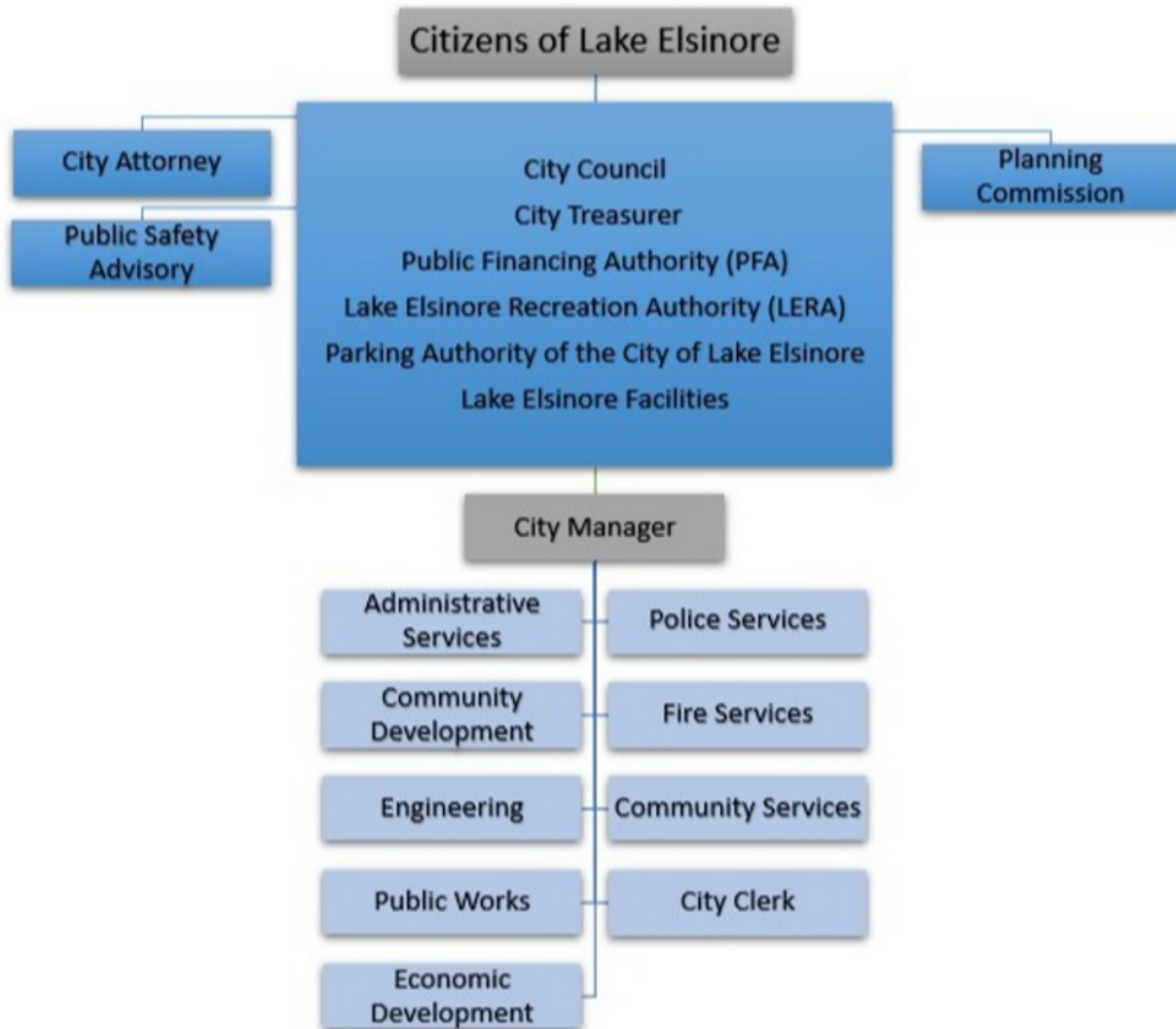
## **Executive Management**

|  |                       |
|--|-----------------------|
| City Manager   | Jason Simpson         |
| Assistant City Manger                                  | Shannon Buckley       |
| City Clerk   | Candice Alvarez       |
| City Attorney  | Barbara Leibold       |
| City Engineer  | Remon Habib           |
| Chief of Police  | James Rayls           |
| Fire Chief   | Lonny Olson           |
| Director of Community Development                      | Damaris Abraham       |
| Director of Community Services                         | Johnathan O. Skinnner |
| Director of Economic Development & Legislative Affairs | Gina Gonzalez         |

## **Budget Team**

|  |                     |
|--|---------------------|
| Assistant Administrative Services Director | Brendan Rafferty    |
| Finance Manager                            | Nancy Lassey        |
| Fiscal Officer                             | Domenico Piazza     |
| Senior Accountant                          | Andrew Zavala       |
| Accountant                                 | Savannah Fernandez  |
| Account Specialist                         | Joanne Jackson      |
| Account Specialist                         | Matthew Maternowski |





## Government Finance Officers Association Award

The Government Finance Officers Association of the United States and Canada (GFOA) presented an award of Distinguished Budget Presentation to the City of Lake Elsinore for its annual budget for the fiscal year beginning July 1, 2023.

In order to receive this award, a government unit must publish a budget document that meets program criteria as a policy document, operations guide, financial plan, and communication device.

The award is valid for a period of one year only. The City of Lake Elsinore has received this award since 2016. We believe our current budget continues to conform to program requirements, and we are submitting it to GFOA to determine its eligibility for another award.



GOVERNMENT FINANCE OFFICERS ASSOCIATION

*Distinguished  
Budget Presentation  
Award*

PRESENTED TO

**City of Lake Elsinore  
California**

For the Fiscal Year Beginning

**July 01, 2023**

*Christopher P. Monill*

Executive Director

## California Society of Municipal Finance Officers Award

The California Society of Municipal Finance Officers (CSMFO) recognizes those entities with highly professional budget documents with two levels of certificates. The first level is the "Meritorious Budget Award", which requires the entity to meet a very specific list of criteria defined by CSMFO. The second level is the "Operating Budget Excellence Award", which requires that the organization meet even higher criteria which effectively enhances the usability of the document.

In preparing this year's Fiscal Budget, staff has once again followed CSMFO's criteria. This document will be submitted to the CSMFO for the Fiscal Year 2024-25 budget award.



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# **FINANCIAL STRUCTURE, POLICY AND PROCEDURES**

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# Budgetary Fund Structure

## Governmental Funds

### General Fund

#### Special Revenue

- Supplemental Law Enforcement Services
- Measure Z
- The Anchor
- American Rescue Plan
- Traffic Offender
- Affordable Housing in Lieu
- Developer Agreement
- Gas Tax
- Measure A
- Senate Bill 821 Bicycle and Pedestrian Facilities Program
- Senate Bill 1186 California Disability Access and Education Fee
- Traffic Safety
- Lighting, Landscape and Maintenance Districts
- Geothermal
- Community Development Block Grant
- National Pollutant Discharge Elimination System
- Public Education and Government Grant
- Assembly Bill 2766 Motor Vehicle Subvention
- Low/Moderate Income Housing

#### Debt Service

- 2013 Lease Revenue Bonds
- 2016 Lease Revenue Bonds

#### Capital Projects

- Miscellaneous General Projects
- Transportation Uniform Mitigation Fee
- Total Road Improvements
- Development Impact Fees
- Storm Drain
- Quimby
- Traffic Impact Fee
- Assessment Districts
- Community Facilities Districts
- Public Improvement In-Lieu
- Diamond Stadium

### Proprietary Funds

#### Internal Service Funds

- Insurance Services
- Information Technology Services
- Support Services
- Fleet Services
- Facilities Services

#### Enterprise Fund

- Launch Pointe Fund

### Fiduciary Funds

#### Private-Purpose Funds

- Successor Agency to the Redevelopment Agency (SARDA) Debt Service Fund
- Permanent Endowment Trust Fund

#### Agency Funds

- Developer Deposit Trust
- Lake Maintenance
- Destratification Equipment Replacement





# Description of Funds

The City of Lake Elsinore revenues and expenditures are accounted for in a series of funds. Each fund is an autonomous accounting entity, established in accordance with legal and professional accounting standards. Funds are used to segregate the various financial activities of a governmental entity and to demonstrate compliance with specific regulations, restrictions, or limitations (i.e., demonstrating the restricted revenues are spent only for allowed purposes).

Funds used in government are classified into three broad categories: governmental, proprietary, and fiduciary. Governmental funds include activities usually associated with the operations of a typical state or local government (public safety, general government activities, etc.). Proprietary funds are used in government to account for activities often found in the private sector (utilities, stadiums, and golf courses are prime examples). Fiduciary funds are utilized in situations where the government is acting in a fiduciary capacity as a trustee or agent.

The appropriated funds utilized by the City of Lake Elsinore, governmental, fiduciary, and proprietary, are detailed below. The City of Lake Elsinore details the Capital Improvement Funds in a separate document, although the Capital Improvement Plan and its operating impacts are outlined in this budget document in the Capital Improvement and Debt Section.

## Accounting Basis

All governmental funds are accounted for and budgeted using the modified accrual basis of accounting. Their revenues are recognized when they become measurable and available as net current assets. The primary revenue sources susceptible to accrual are property and sales taxes, franchise fees, transient occupancy taxes, investment income, fines and forfeitures collected by County courts, and motor vehicle-in-lieu subventions. Expenditures are generally recognized under the modified accrual basis of accounting when the related fund liability is incurred. An exception to this general rule is principal and interest due on general long-term debt, which is recognized when due. Proprietary and Fiduciary funds are accounted for and budgeted using the full accrual basis of accounting, i.e., revenues are recognized in the period earned and expenses are recognized in the period incurred. Encumbrance accounting, under which purchase orders, contracts, and other commitments for the expenditure of funds are recorded to reserve that portion of the applicable appropriation, is employed in the governmental funds. Outstanding encumbrances at the end of the fiscal year are recorded as reservation of fund balances since the commitments will be paid in the subsequent year. Encumbrances do not constitute expenditures or liabilities.

## Governmental Funds

### General Funds

This is the general operating fund for the City, utilized to account for all resources not required to be accounted for in another fund.

### Special Revenue Funds

Special Revenue Funds are used to account for specific resources that are legally restricted to expenditure for purposes:

- **Supplemental Law Enforcement Services Fund (SLESF)** - The City maintains this fund to account for the Supplemental Law Enforcement Services (SLESF) monies, which are exclusively expended to provide front line law enforcement services provided by the State of California. These monies supplement existing services and are unable to be used to supplant any existing funding for law enforcement services provided by the city.
- **Measure Z** - This fund is used to track the uses of the one-cent Transactions Use Tax, known as Measure Z, approved by the City of Lake Elsinore voters on November 3, 2020. Measure Z requires all funds to be used in Lake Elsinore, ensuring that a higher percentage of sales tax dollars stay local for City services. By law, no Measure Z funds can be taken by the state, county, or federal government.
- **The Anchor** - This fund is used to account for operating expenditures and revenues received, such as grants of The Anchor, a crisis stabilization housing complex owned by the City of Lake Elsinore and operated by Social Work Action Group (SWAG) serving chronic homeless individuals from Lake Elsinore, Wildomar and adjacent county areas.
- **Traffic Offender** - This fund is for the purposes of receiving and expending administrative fees generated from charges to drivers who have been arrested for DUI, who are driving on suspended/revoked licenses, or have never been issued a driver's license. These funds may only be used to further the traffic safety goals of the City and are not subject to OTS audit.
- **Affordable Housing In-Lieu** - The Affordable Housing Fund contains the assets as well as loan and rental income from the former Redevelopment Agency which have been transferred to the City of Lake Elsinore.
- **Developer Agreement** - This fund is maintained to account for developer fees based on developer agreements.
- **Gas Tax** - The City maintains this fund to account for the Highway User's Tax revenues received from the State of California under Sections 2013, 2015, 2107, and 2107.5 of the Streets and Highways Code. This fund also accounts for the gasoline and vehicle taxes pursuant to the Road Repair and Accountability Act of 2017 (SB1). Monies are collected by the State of California and allocated to local agencies for street and road projects and other transportation uses.



- **Measure A Fund** - This fund was established to account for the City's share of the County of Riverside's additional one-half percent sales tax allocation. These monies are restricted for use on local streets and roads.
- **Senate Bill 821 Bicycle and Pedestrian Facilities Program** - This fund tracks the grant revenue and expenditures received from RCTC for eligible projects. Each year 2% of the Local Transportation Fund (LTF) revenue is made available for use on bicycle and pedestrian facility projects through the Commission's SB 821 Program. All of the cities and the county are notified of the SB 821 Program estimate of available funding and are requested to submit project proposals. Eligible projects include sidewalks, bike paths (Class I), bike lanes (Class II), bike routes (Class III), and access ramps or curb cuts.
- **Senate Bill 1186 California Disability Access and Education Fee** - This fund collects and tracks the law requiring State fee of \$4.00 on every applicant for a local business license or renewal. The purpose is to increase disability access and compliance with construction related accessibility requirements and to develop educational resources for businesses to facilitate compliance with Federal and State disability laws.
- **Traffic Safety** - Used to account for revenue generated from enforcement of California vehicle codes and City Ordinances. These restricted funds may be used only for traffic signals, school crossing guards, and other related traffic safety expenditures.
- **Lighting, Landscape and Maintenance District** - These funds account for revenues derived from annual assessments which are used to pay the costs incurred by the City for landscape maintenance and street light maintenance. Benefit assessments, and a special tax are charged to property owners within the district (City), and funds are received to provide recreation, park development, street lighting, slope maintenance, refuse collection, emergency road construction and maintenance, and library services.
- **Geothermal Fund** - A fund to track expenditures for State grant monies used to maintain hot water wells owned by the City.
- **Community Development Block Grant** - This fund is used to account for grants received from the U.S. Department of Housing and Urban Development (HUD). These grants are used for community development activities and projects.
- **National Pollutant Discharge Elimination System** - This is to track fees assessed to property owners for the NPDES program, which is mandated by the federal government. This requires cities to clean up storm water runoff.
- **Public Education and Government Grant** - This fund is used to track the expenditures used to purchase applicable media equipment.
- **Assembly Bill 2766 Motor Vehicle Subvention** - State funds that are available to implement programs and projects that reduce air pollution from motor vehicles.
- **Low/Moderate Housing** - This account is used to track low and moderate-income projects, expenditures for this fund are restricted to low- and moderate-income housing projects.
- **American Rescue Plan** - This bill provides additional relief to address the continued impact of COVID-19 (i.e., coronavirus disease 2019) on the economy, public health, state and local governments, individuals, and businesses.

#### **Debt Service Funds**

Debt Service Funds are used to account for the accumulation of resources and payment of all general long-term debt obligations of the City and related entities.

- **2013 Lease Revenue Bonds** - This account is used to account for the payment of interest and principal of the refunding of the Variable Rate Revenue Refunding Bonds 2000 Series A. The 2000 Revenue Bonds were originally issued in the amount of \$15,660,000 to finance the purchase of the lake from the State of California and the transfer of the Lake Elsinore recreation area and developing the levee and flood control facilities.
- **2016 Lease Revenue Bonds** - This account is used to account for the payment of interest and principal of the Lake Elsinore Facilities Financing Authority Lease Revenue Bonds, Series 2016A. The bonds were issued in the amount of \$10,410,000 to finance the acquisition and construction of Launch Pointe.

#### **Capital Project Funds**

Capital project funds are used to account for financial resources to be used for the acquisition or construction of capital improvement projects and redevelopment projects and administrative expenses.

- **Miscellaneous General Projects** - This is to account for miscellaneous general projects of the City.
- **Transportation Uniform Mitigation Fee** - Under the TUMF, developers of residential, industrial, and commercial property pay a development fee to fund transportation projects that will be required because of the growth the projects create. The Western Riverside Council of Governments administers TUMF. The TUMF funds both local and regional arterial projects. Local area projects receive 48.1% of all funds and the funds are programmed in each of five "zones" proportionately to the fees paid. These zone projects are proposed by local jurisdictions.
- **Total Road Improvement Program** - To account for projects related to road improvements, financed by debt proceeds.
- **Development Impact Fees** - These funds are used to track revenues and expenditures of fees collected by developers to mitigate the impact of new development on the level of service capacity.
- **Storm Drains** - To account for the capital improvements to upgrade the storm drains within the City that are financed by the development fees.
- **Quimby** - These funds are for the improvement and development of parks that are financed by development fees.

- **Traffic Impact Fee** - This account is to track revenues and expenditures of fees collected by developers to mitigate the impact of new development on traffic.
- **Assessment Districts** - To account for the receipt of special assessments and taxes that will be used to pay interest and principal on bonds
- **Community Facilities District** - These funds are established by the City as a means of obtaining community funding to be used to pay for public works and other public services, maintenance, new construction, and debt service payments.
- **Public Improvement In-Lieu** - This fund accounts for special designated improvements to City property, financed by developer fees.
- **Lake Elsinore Diamond Stadium** - This fund is used to track revenue and expenditures for Lake Elsinore Diamond Stadium. The Successor Agency is the owner of the Lake Elsinore Diamond Stadium, which will require significant capital repairs and maintenance in future years.

### **Proprietary Funds**

#### **Internal Service Funds**

Internal Services Funds are used to account for the financing of goods or services by one department to other departments of the City on a cost reimbursement basis.

- **Insurance Services** - This Internal Service Fund was established to fund and account for the City's liability, worker's compensation, and property insurance costs.
- **Information Technology** - This Internal Service Fund was developed to fund and account for computer and telephone systems operating and maintenance expenses, depreciation of all related computer and telephone equipment over their estimated useful lives, and to accumulate resources for future equipment purchases. This fund was also formed to account for computer and telephone accumulated depreciation for future equipment purchases.
- **Support Services** - This Internal Service Fund was established as a cost center for the City's central duplicating, printing, and mailing activities.
- **Fleet Services** - This Internal Service Fund was created to depreciate vehicles and large capital equipment over their estimated useful lives, and to accumulate resources for the purchase of future replacement vehicles and equipment.
- **Facilities Services** - This Internal Service Fund was established to account for the cost of the City Facilities operations and maintenance.

#### **Enterprise Funds**

Enterprise funds are used to account for operations that are financed and operated in a manner similar to private business enterprises, where the intent is that the costs of providing goods or services to the general public on a continuing basis be financed or recovered primarily through user charges.

- **Launch Pointe** - This Fund was established to account for the cost of the operations and maintenance for the new campground.

### **Fiduciary Funds**

#### **Private Purpose Trust Funds**

Private-Purpose Trust Funds are used to account for resources held and administered by the reporting government when it is acting in a fiduciary capacity for other governments.

- **Successor Agency to the Redevelopment Agency (SARDA) Debt Service Fund** - This fund is used to account for payment obligations of the Successor Agency as a result of the State's dissolution of Redevelopment Agencies.
- **Endowment Trust Fund** - This fund is to account for assets held by the City in a trustee capacity for the Adolph Korn Estate. Money is held for building a nurses home for the proposed medical facility in the City. Until that time, interest earnings from the estate are used as a scholarship fund for college tuition for students seeking a degree in the nursing field.

### **Agency Funds**

Agency Funds is a fund normally used to account for assets held by a government as an agent for individuals, private organizations, or other governments and/or funds.

- **Developer Deposit Trust** - This fund is used to account for receipts of deposits paid by Developers.
- **Lake Maintenance** - This fund is used to account for receipts made by Elsinore Valley Municipal Water District and the City to jointly fund the purchase of water to keep the lake level stabilized.
- **Destratification Equipment Replacement** - This fund is used to account for receipts made by Elsinore Valley Municipal Water District, Riverside County, and the City to replace equipment for the axial flow pump desertification system in the lake.



## Fund Use by Department

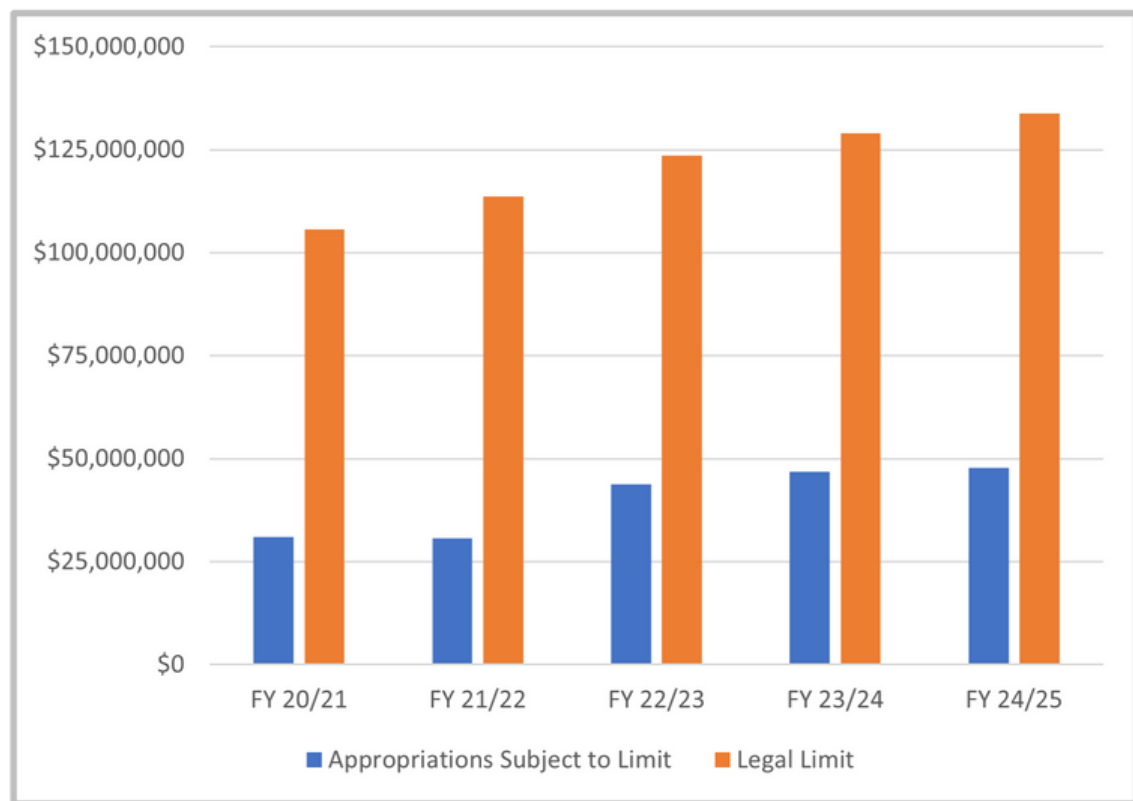
| FUNDING SOURCE BY DEPARTMENT         | OPERATING DEPARTMENTS |                   |                |            |               |              |         |                 |                 |               |                 |                 |                    |                   |                   |                  |                      |             |              |                  |                  |                  |            |               |               |           | CIP                    |                  |       |            |                  |
|--------------------------------------|-----------------------|-------------------|----------------|------------|---------------|--------------|---------|-----------------|-----------------|---------------|-----------------|-----------------|--------------------|-------------------|-------------------|------------------|----------------------|-------------|--------------|------------------|------------------|------------------|------------|---------------|---------------|-----------|------------------------|------------------|-------|------------|------------------|
|                                      | City Council          | Community Support | City Treasurer | City Clerk | City Attorney | City Manager | Finance | Human Resources | Police Services | Fire Services | Fire Prevention | Animal Services | Emergency Services | Planning & Zoning | Building & Safety | Code Enforcement | Economic Development | Engineering | Public Works | Park Maintenance | Lake Maintenance | Community Center | Recreation | Senior Center | Launch Pointe | Insurance | Information Technology | Support Services | Fleet | Facilities | Capital Projects |
| Governmental Fund                    |                       |                   |                |            |               |              |         |                 |                 |               |                 |                 |                    |                   |                   |                  |                      |             |              |                  |                  |                  |            |               |               |           |                        |                  |       |            |                  |
| Fund 100 General Fund                | ●                     | ●                 | ●              | ●          | ●             | ●            | ●       | ●               | ●               | ●             | ●               | ●               | ●                  | ●                 | ●                 | ●                | ●                    | ●           | ●            | ●                | ●                | ●                | ●          | ●             |               |           |                        |                  |       |            |                  |
| Special Revenue Funds                |                       |                   |                |            |               |              |         |                 |                 |               |                 |                 |                    |                   |                   |                  |                      |             |              |                  |                  |                  |            |               |               |           |                        |                  |       |            |                  |
| Fund 101 SLESF                       |                       |                   |                |            |               |              |         |                 | ●               |               |                 |                 |                    |                   |                   |                  |                      |             |              |                  |                  |                  |            |               |               |           |                        |                  |       |            | ●                |
| Fund 102 Measure Z                   |                       | ●                 |                |            |               |              |         |                 | ●               | ●             |                 | ●               | ●                  |                   |                   | ●                |                      | ●           | ●            |                  |                  |                  |            |               |               |           |                        |                  |       |            |                  |
| Fund 104 Traffic Offender            |                       |                   |                |            |               |              |         |                 | ●               |               |                 |                 |                    |                   |                   |                  |                      |             |              |                  |                  |                  |            |               |               |           |                        |                  |       |            |                  |
| Fund 108 American Rescue Plan        |                       |                   |                |            |               |              |         |                 |                 |               |                 |                 |                    |                   |                   |                  |                      |             |              |                  |                  |                  |            |               |               |           |                        |                  |       |            | ●                |
| Fund 110 Gas Tax                     |                       |                   |                |            |               |              |         |                 |                 |               |                 |                 |                    |                   |                   |                  |                      |             |              | ●                |                  |                  |            |               |               |           |                        |                  |       |            | ●                |
| Fund 112 Measure A                   |                       |                   |                |            |               |              |         |                 |                 |               |                 |                 |                    |                   |                   |                  |                      |             |              |                  |                  |                  |            |               |               |           |                        |                  |       |            | ●                |
| Fund 113 SB821                       |                       |                   |                |            |               |              |         |                 |                 |               |                 |                 |                    |                   |                   |                  |                      |             |              |                  |                  |                  |            |               |               |           |                        |                  |       |            | ●                |
| Fund 114 SB1186                      |                       |                   |                |            |               |              |         |                 |                 |               |                 |                 |                    |                   | ●                 | ●                |                      |             |              |                  |                  |                  |            |               |               |           |                        |                  |       |            |                  |
| Fund 115 Traffic Safety              |                       |                   |                |            |               |              |         |                 | ●               |               |                 |                 |                    |                   |                   |                  |                      |             |              |                  |                  |                  |            |               |               |           |                        |                  |       |            |                  |
| Fund 130 & 135 LLMD Districts        |                       |                   |                |            |               |              |         |                 |                 |               |                 |                 |                    |                   |                   |                  |                      |             |              |                  | ●                |                  |            |               |               |           |                        |                  |       |            |                  |
| Fund 155 NPDES                       |                       |                   |                |            |               |              |         |                 |                 |               |                 |                 |                    |                   |                   |                  |                      | ●           | ●            |                  |                  |                  |            |               |               |           |                        |                  |       |            | ●                |
| Fund 160 PEG                         |                       |                   |                |            |               |              |         |                 |                 |               |                 |                 |                    |                   |                   |                  |                      |             |              |                  |                  |                  |            |               |               |           | ●                      |                  |       |            |                  |
| Fund 606 AB2766                      |                       |                   |                |            |               |              |         |                 |                 |               |                 |                 |                    |                   |                   |                  |                      |             |              |                  |                  |                  |            |               |               |           |                        |                  |       |            | ●                |
| Debt Service Funds                   |                       |                   |                |            |               |              |         |                 |                 |               |                 |                 |                    |                   |                   |                  |                      |             |              |                  |                  |                  |            |               |               |           |                        |                  |       |            |                  |
| Fund 602 LERA 2013                   |                       |                   |                |            |               |              | ●       |                 |                 |               |                 |                 |                    |                   |                   |                  |                      |             |              |                  |                  |                  |            |               |               |           |                        |                  |       |            |                  |
| Fund 402 LEFFA 2017                  |                       |                   |                |            |               |              |         |                 |                 |               |                 |                 |                    |                   |                   |                  |                      |             |              |                  |                  |                  |            |               | ●             |           |                        |                  |       |            |                  |
| Capital Projects Funds               |                       |                   |                |            |               |              |         |                 |                 |               |                 |                 |                    |                   |                   |                  |                      |             |              |                  |                  |                  |            |               |               |           |                        |                  |       |            |                  |
| Fund 105 Miscellaneous General Fund  |                       |                   |                |            |               |              |         |                 |                 |               |                 |                 |                    |                   |                   |                  |                      |             |              |                  |                  |                  |            |               |               |           |                        |                  |       |            | ●                |
| Fund 111 TUMF                        |                       |                   |                |            |               |              |         |                 |                 |               |                 |                 |                    |                   |                   |                  |                      |             |              |                  |                  |                  |            |               |               |           |                        |                  |       |            | ●                |
| Fund 121 TRIP                        |                       |                   |                |            |               |              |         |                 |                 |               |                 |                 |                    |                   |                   |                  |                      |             |              |                  |                  |                  |            |               |               |           |                        |                  |       |            | ●                |
| Fund 116-120 & 232 DIF               |                       |                   |                |            |               |              |         |                 |                 |               |                 |                 |                    |                   |                   |                  |                      |             |              |                  |                  |                  |            |               |               |           |                        |                  |       |            | ●                |
| Fund 211 Storm Drain Fee             |                       |                   |                |            |               |              |         |                 |                 |               |                 |                 |                    |                   |                   |                  |                      |             |              |                  |                  |                  |            |               |               |           |                        |                  |       |            | ●                |
| Fund 221 Quimby                      |                       |                   |                |            |               |              |         |                 |                 |               |                 |                 |                    |                   |                   |                  |                      |             |              |                  |                  |                  |            |               |               |           |                        |                  |       |            | ●                |
| Fund 205 Traffic Impact              |                       |                   |                |            |               |              |         |                 |                 |               |                 |                 |                    |                   |                   |                  |                      |             |              |                  |                  |                  |            |               |               |           |                        |                  |       |            | ●                |
| Fund 352 & 393 Assessment Districts  |                       |                   |                |            |               |              |         |                 |                 |               |                 |                 |                    |                   |                   |                  |                      |             |              |                  |                  |                  |            |               |               |           |                        |                  |       |            | ●                |
| Fund 330-350, 354-396, 650-655 CFD's |                       |                   |                |            |               |              |         |                 |                 |               |                 |                 |                    |                   |                   |                  |                      |             |              |                  |                  |                  |            |               |               |           |                        |                  |       |            | ●                |
| Fund 605 Public Improvement In-Lieu  |                       |                   |                |            |               |              |         |                 |                 |               |                 |                 |                    |                   |                   |                  |                      |             |              |                  |                  |                  |            |               |               |           |                        |                  |       |            | ●                |
| Fund 540 Diamond Stadium             |                       |                   |                |            |               |              |         |                 |                 |               |                 |                 |                    |                   |                   |                  |                      |             |              |                  |                  |                  |            |               |               |           |                        |                  |       |            | ●                |
| Internal Service Funds               |                       |                   |                |            |               |              |         |                 |                 |               |                 |                 |                    |                   |                   |                  |                      |             |              |                  |                  |                  |            |               |               |           |                        |                  |       |            |                  |
| Fund 300 Insurance                   | ●                     | ●                 | ●              | ●          | ●             | ●            | ●       | ●               | ●               | ●             | ●               | ●               | ●                  | ●                 | ●                 | ●                | ●                    | ●           | ●            | ●                | ●                | ●                | ●          | ●             | ●             | ●         | ●                      | ●                | ●     | ●          | ●                |
| Fund 305 Information Technology      | ●                     | ●                 | ●              | ●          | ●             | ●            | ●       | ●               | ●               | ●             | ●               | ●               | ●                  | ●                 | ●                 | ●                | ●                    | ●           | ●            | ●                | ●                | ●                | ●          | ●             | ●             | ●         | ●                      | ●                | ●     | ●          | ●                |
| Fund 310 Support Services            | ●                     | ●                 | ●              | ●          | ●             | ●            | ●       | ●               | ●               | ●             | ●               | ●               | ●                  | ●                 | ●                 | ●                | ●                    | ●           | ●            | ●                | ●                | ●                | ●          | ●             | ●             | ●         | ●                      | ●                | ●     | ●          | ●                |
| Fund 315 Fleet                       | ●                     | ●                 | ●              | ●          | ●             | ●            | ●       | ●               | ●               | ●             | ●               | ●               | ●                  | ●                 | ●                 | ●                | ●                    | ●           | ●            | ●                | ●                | ●                | ●          | ●             | ●             | ●         | ●                      | ●                | ●     | ●          | ●                |
| Fund 320 Facilities                  | ●                     | ●                 | ●              | ●          | ●             | ●            | ●       | ●               | ●               | ●             | ●               | ●               | ●                  | ●                 | ●                 | ●                | ●                    | ●           | ●            | ●                | ●                | ●                | ●          | ●             | ●             | ●         | ●                      | ●                | ●     | ●          | ●                |
| Enterprise Fund                      |                       |                   |                |            |               |              |         |                 |                 |               |                 |                 |                    |                   |                   |                  |                      |             |              |                  |                  |                  |            |               |               |           |                        |                  |       |            |                  |
| Fund 180 Launch Pointe               |                       |                   |                |            |               |              |         |                 |                 |               |                 |                 |                    |                   |                   |                  |                      |             |              |                  |                  |                  |            |               | ●             |           |                        |                  |       |            |                  |
| Agency Funds                         |                       |                   |                |            |               |              |         |                 |                 |               |                 |                 |                    |                   |                   |                  |                      |             |              |                  |                  |                  |            |               |               |           |                        |                  |       |            |                  |
| Fund 630 Lake Maintenance            |                       |                   |                |            |               |              |         |                 |                 |               |                 |                 |                    |                   |                   |                  |                      |             |              | ●                |                  |                  |            |               |               |           |                        |                  |       |            |                  |
| Fund 631 Destratification Equipment  |                       |                   |                |            |               |              |         |                 |                 |               |                 |                 |                    |                   |                   |                  |                      |             |              | ●                |                  |                  |            |               |               |           |                        |                  |       |            |                  |

## GANN Appropriations Limit

Article XIII B of the California State Constitution, more commonly referred to as the Gann Initiative or Gann Limit, was approved by California voters in November 1979, and placed limits on the amount of proceeds of taxes that state and local government agencies can receive and spend each year. For cities that incorporated after FY1978-1979, the voters set the initial appropriations limit at the time of incorporation. Proposition 131 was approved by California voters in June 1990, which provided new adjustment formulas which make the appropriations limit more responsive to local growth issues. Each year the City Council must adopt, by resolution, the appropriations limit for the following year.

|  |               |
|--|---------------|
| Fiscal Year 2023-24 Appropriation Limit  | \$128,984,827 |
| City Population Growth                   | 1.0014%       |
| Per Capita Personal Income Change        | 1.0362%       |
| Fiscal Year 2023-24 Appropriations Limit | \$133,841,190 |

Appropriations subject to the limit in the FY2023-24 budget totaled \$47,833,643 which is \$86,007,547 less than the computed limit. Additional appropriations to the budget funded by non-tax sources such as service charges, restricted revenues from other agencies, grants or beginning fund balances would be unaffected by the appropriations limit. However, any supplemental appropriations funded through increased tax sources would be subject to the appropriations limit and could not exceed the \$86,007,547 variance indicated. Further, any overall actual receipts from tax sources greater than \$86,007,547 from budget estimates will result in proceeds from taxes in excess within the next two fiscal years or voter approval of an increase in the City's appropriations limit. Voter approval for an increase in the City's appropriations limit is not anticipated in the future due to the margin between the limit and tax revenue.





# Budget and Strategic Planning Process

## **ANNUAL OPERATING BUDGET (AOB)**

The Annual Budget sets forth as a strategic resource allocation plan that addresses the City Council's Strategic Goals. The budget can be thought of as a policy document, financial plan, operations guide, and communication device all in one document as a guide for the public as well as staff.

The Budget also performs the following:

- Determines the quality and quantity of the City programs and services
- Details expenditure requirements and the estimated revenue available to meet these requirements
- Connects the activities of individual City Departments to the City Council's Strategic Goals
- Sets targets and provides a means of measuring actual accomplishments against goals

The Annual Budget provides the legal authority for expenditures and means for control of municipal operations throughout the fiscal year. Accordingly, the City Council mandates that a budget be adopted prior to the beginning of the fiscal year, which begins July 1st of each year.

The Budget process gives the department director an opportunity to justify departmental work programs, to propose changes in services, and to recommend revisions in organizational structure and work methods. It also enables the City Manager to review these aspects and make appropriate recommendations to the City Council.

Presenting the annual proposed budget to the City Council usually takes place in May of each year, which allows the Council to judge the adequacy of the proposed operating programs, to determine basic organizational and personnel staffing requirements and to establish the level of municipal services to be rendered with the available resources. The annual proposed budget is presented at one of the City Council meetings during the month of June of each year for adoption.

## **FIVE-YEAR FINANCIAL FORECAST**

The City will prepare a five-year financial forecast annually to assist in long range planning and policy development. The five-year forecast provides a tool to evaluate the ability of the City to fund proposed programs, operating and maintenance costs, capital expenditures, as well as operating costs related to future capital improvement projects. Revenues are projected using a conservative approach, and are based on historical trends, stable residential development projections, internal analysis, and commercial growth that incorporates known development projects. Separate sets of assumptions are developed for major revenue types such as sales tax property tax, community development fees, transient occupancy taxes, and investment income. Departmental expenditure projections are developed using anticipated cost of living increases for general administrative operating costs. Additional assumptions are incorporated for major expenditure categories such as public safety to ensure that commercial and residential growth projections are addressed to main current service levels.

The five-year forecast indicates whether projected revenue growth will support anticipated expenditures for current levels of service. However, as the City continues to grow, it is important to ensure that it can meet increasing demands and be in a position to respond to possible changes in economic conditions. The five-year forecast is a dynamic tool that requires annual update and review of its underlying assumptions to keep the City in a position of strong fiscal condition.

## **CAPITAL IMPROVEMENT PLAN (CIP)**

The purpose of the CIP budget document is to serve as a planning tool, which coordinates the level ranking, financing, and scheduling of major projects undertaken by the City. All projects presented in the five-year CIP budget are carefully programmed to ensure the community's capital improvement needs are met both now and in the future. In addition, the projects provide additional opportunities and access to the City and improve the overall quality of life.

This document is dynamic and, consequently, must be revised annually to address changing needs, level rankings, and financial conditions. The City's goal in providing a CIP Budget is to develop a multi-year plan for capital improvement, update it annually, and follow through with all capital improvements in accordance with the plan. It also allows staff to budget operating and maintenance costs into the five-year projection to determine the total cost of each project before it is undertaken.

This CIP budget document is developed by incorporating input from City Council and key management team members, based on community comments and feedback received throughout the year. Each proposed project is reviewed and discussed to ensure funding, timing, and necessity. A CIP City Council workshop is held to provide the City Council with an opportunity to review each project in detail, and to receive public comments concerning the five-year program.



The capital improvements presented in the budget are the City's major projects, which exceed \$30,000 in cost, have long-term life spans, and are generally non-recurring. These projects include land and right of way acquisition, design, construction or rehabilitation of public buildings or facilities, public infrastructure design and construction, park design and construction, and redevelopment projects.

Every CIP project will have a Project Manager who will prepare the project proposal, ensure that required phases are completed on schedule, authorize all project expenditures, ensure that all regulations and laws are observed, and periodically report project status.

Projects must identify a benefit. In determining the relative merit of a proposed project, key management team members evaluate projects for feasibility, community enhancement, infrastructure and historic preservation, and safety.

Projects in the CIP are scheduled in each of five fiscal years based on community needs, as determined by the City Council and availability of funding. Level rankings in each major category (Circulation, Facilities, Infrastructure, Parks, and SARDA/Housing) are assigned in accordance with the following guidelines:

LEVEL I: The project is urgent and must be completed as soon as feasible. Failure to address the project may impact the health, safety, or welfare of the community or have a potential significant impact on the financial well-being of the City. The project must be initiated, or financial opportunity losses may result.

LEVEL II: The project is important and addressing it is necessary. The project impacts safety, law enforcement, health, welfare, economic base, quality of life.

LEVEL III: The project will enhance the quality of life and will provide a benefit to the community. Completion of the project will improve the community by providing cultural, recreational, and/or aesthetic value, or is deemed as a necessary improvement to a public facility.

Future Years Projects: The project will be an improvement to the community but does not necessarily need to be completed within a five-year capital improvement program time frame.

The administrative costs associated with managing CIP projects are estimated (generally as five to ten percent of estimated construction costs) and included in each project budget.

Future operations and maintenance costs that result from CIP projects are estimated and identified in the CIP project sheets. These incremental future operating costs are incorporated into the five-year forecast.

The City's annual CIP appropriation for study, design, acquisition and/or construction is based on the projects designated by the Council CIP Plan. Adoption of the CIP Plan appropriation does not automatically authorize funding for specific project phases. This authorization generally occurs only after the preceding project phase has been completed and approved by the Council and costs for the succeeding phases have been fully developed. If project costs at the time of bid award are less than the budgeted amount, the balance will be unappropriated and returned to the fund balance or allocated to another project.

If project costs at the time of bid award are greater than budget amounts, five basic options are available:

- Eliminate the project;
- Defer the project for consideration to the next CIP Plan period;
- Re-scope or change the phasing of the project to meet the existing budget;
- Transfer funding from another specified, lower-level ranking project;
- Appropriate additional resources as necessary from fund balance.

Project accounts, which have been appropriated, will not lapse until completion of the project phase. Project phases will be listed as objectives in the program narratives of the programs which manage the projects.

All projects are evaluated by the City's Planning Commission to ensure consistency with the provisions of the City of Lake Elsinore General Plan, while considering the City's long-term vision as developed by the City Council. The proposed Circulation, Facilities; Infrastructure, Park, and Successor Agency/Housing projects are reviewed and approved by the Planning Commission.

# Financial Reporting

## **ANNUAL REPORTING**

The City will contract for an annual audit by a qualified independent certified public accountant (or accounting firm). The City will strive for an unqualified auditors' opinion. The City will use generally accepted accounting principles in preparing its annual financial statements and will strive to meet the requirements of the GFOA's Award for Excellence in Financial Reporting program. The City will issue audited financial statements within 180 days after year-end.

## **BUDGET ADJUSTMENTS**

The Council may amend or supplement the budget at any time after its adoption by majority vote of the Council members. The City Manager has the authority to make administrative adjustments to the budget as long as those changes will not have a significant policy impact nor affect budgeted year-end fund balances.

## **EXTENDED ANNUAL REPORTING**

The City will prepare extended annual reports as required by federal and state requirements including, but not limited to the State Controller Report and Street Reports.



# Fund Balance and Reserves

## **FUND BALANCE POLICY**

Fund balance represents the accumulation of actual revenues and other financing sources in excess of actual expenditures and other uses at year-end. In general terms, it represents the City's accumulated "savings" from year to year, as any fund balance realized at year-end is added to (or deducted from if expenditures exceeded revenues for that particular year) the previous year's fund balance. Fund balance is often referred to as "reserves".

## **RESERVE FOR ECONOMIC UNCERTAINTY**

The City will maintain a minimum fund balance of at least 17.5% of operating expenditures in the General Fund, in order to adequately provide resources in the event of an unexpected draw on City finances. Eligible uses of these reserve funds include:

- Expenditures due to local disasters/acts of nature
- Loss of major revenue source(s) due to financial hardship or economic downturn
- State-imposed take of local revenue/mandated payments
- Significant unanticipated expenditures
- Significant payout of Comprehensive Annual Leave for employees leaving City service

## **FUTURE CAPITAL PROJECT DESIGNATIONS**

The Council may designate specific fund balance levels for future development of capital projects that it has determined to be in the best long-term interests of the City.

## **OTHER DESIGNATIONS AND RESERVES**

In addition to the designations noted above, fund balance levels will be sufficient to meet funding requirements for projects approved in prior years which are carried forward into the new year; debt service reserve requirements; reserves for encumbrances, and other reserves or designations required by contractual obligations, state law, or generally accepted accounting principles.

## **FUND BALANCE COMPONENTS**

This policy establishes the procedures for reporting unrestricted fund balance in the General Fund financial statements, as well as a fund balance expenditures hierarchy. Fund Balance commitments and assignments ensure that there will be adequate financial resources to protect the City against circumstances such as revenue shortfalls and unanticipated expenditures. The Policy also authorizes and directs the Director of Finance to prepare financial reports and categorize fund balance per Governmental Accounting Standards Board (GASB) Statement No. 54, Fund Balance Reporting and Governmental Fund Type Definitions.

There are five separate components of fund balance which identify the specific purposes for which amounts can be spent: (1) Nonexpendable Fund Balance – inherently nonexpendable; (2) Restricted Fund Balance – externally enforceable limitations on use; (3) Committed Fund Balance – self-imposed limitations on use; (4) Assigned Fund Balance – limitation resulting from intended use; (5) Unassigned Fund Balance – residual net resources.

- Nonexpendable Fund Balance - Amounts that cannot be spent because they are either (a) not in spendable form, such as prepaid items or inventories; or (b) legally required to be maintained intact, such as the principal portion of an endowment.
- Restricted Fund Balance - Amounts for a specific purpose that are either (a) externally imposed by creditors (such as through debt covenants), grantors, contributors, other governments' regulations; or (b) imposed by law through constitutional provisions or enabling legislation.
- Committed Fund Balance - Amounts authorized for specific purposes by a government's highest level of decision making authority (City Council). These committed amounts cannot be used for any other purpose unless the City Council removes or changes the specified use through the same formal action taken to establish the commitment. City Council action to commit fund balance needs to occur within the fiscal reporting period however, the amount can be determined subsequently. The City's committed fund balance includes a reserve for economic uncertainty. It is City policy to maintain a reserve of 17.5% of Annual General Fund appropriations. Amounts are committed to finance any significant unanticipated revenue shortfalls, negative State budget impacts or impacts from natural disasters or other catastrophic events.
- Assigned Fund Balance - Amounts that are constrained for specific purposes, but are neither restricted nor committed. For all governmental funds other than the General Fund, any remaining amounts not classified as nonexpendable, restricted, or committed are considered assigned. For the General Fund, this policy delegates the authority to assign



amounts to be used for specific purposes to the Finance Director in consultation with the City Manager for the purpose of reporting these amounts in annual financial statements.

- Unassigned Fund Balance - Residual net resources of the General Fund in excess of what can be classified in one of the other four categories.

#### **HIERARCHY OF SPENDING FUND BALANCE**

Restricted fund balance should be spent first when an expenditure is incurred for which both restricted and unrestricted fund balance is available. When an expenditure is incurred for purposes where amounts in any of the unrestricted classifications of fund balance could be used, committed amounts are to be spent first, followed by assigned amounts and then unassigned amounts.





## Contingency Planning

In response to adverse financial and economic conditions that could negatively impact the City's fiscal health, a Contingency Plan will provide for a measured response to potential fiscal challenges, as opposed to reactionary decision-making that could hinder the long-term financial solvency of the City.

In accordance with Budget Policies, the City will strive to maintain reserves in the amount of 17.5% of General Fund operating expenditures. Eligible uses of these reserve funds are outlined in the policy. However, this Contingency Plan will address the hierarchy of utilizing reserve funds, in the event the City experiences significant or sudden fiscal constraints.

The type of fiscal challenge will dictate the appropriate budgetary measure to implement in order to ensure solvency. If the fiscal constraint cannot be absorbed by annual budgetary savings, the following hierarchy shall be followed: One Time Events and Ongoing Fiscal Constraints.

- One-Time Events - In the event the City is faced with a non-recurring fiscal constraint, such as a State mandated payment or a natural disaster, the use of reserve funds is an appropriate mitigation. The Reserve for Contingencies shall be utilized first, and fully exhausted prior to utilizing the Economic Uncertainty Reserve.
- Ongoing Fiscal Constraints - In the event the City experiences the loss of a major revenue source outside of the City's control (i.e. acts of legislation, corporate decisions and/or economic downturn), the City will need to adjust its operations in order to maintain a balanced budget. Circumstances may arise when the City is unable to react quick enough to offset a sudden loss in revenue, and will be required to utilize reserves to supplant the current Operating Budget. The Reserve for Contingencies shall be utilized first, and fully exhausted prior to utilizing the Economic Uncertainty Reserve. Continued use of reserve funds shall not exceed two budget cycles, to allow adequate time for the implementation of operational changes, while limiting the ongoing dependency on reserves. Implementation of Contingency Plan actions requires the majority approval of the City Council.



# Staffing Policy

## **REGULAR STAFFING**

The budget will fully appropriate the resources needed for authorized regular staffing. Regular full-time benefitted employees will represent the core work force and the preferred means of staffing ongoing, year-round program activities and services. The City will strive to provide competitive compensation and benefit schedules for its authorized regular work force. Each regular employee will fill an authorized regular position; receive salary and benefits consistent with City Council approved labor agreements.

To manage the growth of the regular work force and overall staffing costs, the City will follow these procedures:

- City Council will authorize all regular positions.
- The Human Resources Department will coordinate and approve the hiring of all regular employees.
- Supplement core staff with a balanced workforce consisting of part-time, contract and independent contractors.
- All requests for additional regular positions will include evaluations of:
  - The necessity, term and expected results of the proposed activity;
  - Staffing and material costs including salary, benefits, equipment, uniforms, clerical support and facilities;
  - The ability of private industry to provide the proposed service;
  - Additional revenues or cost savings, which may be realized.
- Periodically, and before any request for additional regular positions, existing programs will be re-evaluated to determine if services can be provided with existing regular employees.
- The City will make every effort to conduct an internal recruitment to fill regular positions. The City will evaluate the advantages and disadvantages of conducting an internal recruitment versus an external recruitment on a case-by-case basis.

## **PROJECT STAFFING**

The hiring of project employees will not be used as an incremental method for expanding the City's regular work force. Project employees include all employees other than regular employees, temporary staffing, elected officials and volunteers. Project employees will generally augment regular City staffing as extra-help employees, seasonal employees, contract employees, interns and work-study assistants. The City Manager and Department Directors will encourage the use of project employees to meet peak workload requirements, fill interim vacancies, and accomplish tasks where less than full-time, year-round staffing is required. Under this guideline, project employees will be hired for up to one year at a time in conjunction with the annual operating budget on an at-will basis. Moreover, project employee hours will generally not exceed 50% of a regular, full-time position (1,000 hours annually). There may be limited circumstances where the use of project employees on an ongoing basis in excess of this target may be appropriate due to unique programming or staffing requirements. However, any such exceptions must be approved by the City Manager based on the review and recommendation of the Administrative Services Department.

## **TEMPORARY STAFFING**

Temporary Staffing agencies can be contacted only in the case of a short-term assignment such as sick leave, disability leave, maternity leave, etc. The City will pay the Temporary Staffing Agency a fair base rate for the employee with a negotiated markup while the temporary employee is providing work for the City.

## **WORK HOURS**

Regular employee, project employee, and temporary employee work hours will be based on the needs of the City and the position. Employee work hours may be flexed in an effort to minimize overtime.

## **OVERTIME MANAGEMENT**

Overtime should be used only when necessary and when other alternatives are not feasible or cost effective. All overtime must be pre-authorized by a Department Director or delegated in accordance with existing policy. Departmental operating budgets should reflect anticipated annual overtime costs and departments will regularly monitor overtime use and expenditures.

When considering the addition of regular, project, or temporary staffing, the use of overtime as an alternative will be considered. The department will take into account: the duration that additional staff resources may be needed; the cost of overtime versus the cost of additional staff; the skills and abilities of current staff; training costs associated with hiring additional staff; the impact of overtime on existing staff; and the impact on quality of services.

## **INDEPENDENT CONTRACTORS**

Independent contractors are not City employees. They may be used in two situations: short-term, peak workload assignments and construction of public works projects.



Short-term, peak workload assignments to be accomplished using personnel contracted through an Outside Employment Agency (OEA). In this situation, it is anticipated that City staff will closely monitor the work of OEA employees and minimal training will be required. However, they will always be considered the employees of the OEA and not the City. All placements through an OEA will be coordinated through the Human Resources Department and subject to the approval of the Administrative Services Department.

Construction of public works projects and delivery of operating, maintenance or specialized professional services not routinely performed by City employees. Such services will be provided without close supervision by City staff, and the required methods, skills and equipment will generally be determined and provided by the contractor. Contract awards will be guided by the City's purchasing policies and procedures.

### **PRODUCTIVITY**

The City will repeatedly monitor and review the City's methods of operation to ensure that services continue to be delivered in the most cost-effective manner possible. This review process encompasses a wide range of productivity issues, including:

- Analyzing systems and procedures to identify and remove unnecessary review requirements.
- Evaluating the ability of new technologies and related capital investments to improve productivity.
- Developing the skills and abilities of all City employees.
- Developing and implementing appropriate methods of recognizing and rewarding exceptional employee performance.
- Evaluating the ability of the private sector to perform the same level of service at a lower cost.
- Periodic formal reviews of operations on a systematic, ongoing basis.
- Maintaining a decentralized approach in managing the City's support service functions. Although some level of centralization is necessary for review and control purposes, decentralization supports productivity by:
- Encouraging accountability by delegating responsibility to the lowest possible level.
- Stimulating creativity, innovation, and individual initiative.
- Reducing the administrative costs of operation by eliminating unnecessary review procedures.
- Improving the ability of the organization to respond to changing needs and identify and implement cost saving programs.
- Assigning responsibility for effective operations and citizen responsiveness to the department.

### **PRIVATE SECTOR CONTRACTS**

Contracting with the private sector for the delivery of services may provide the City with a significant opportunity for cost containment and productivity enhancements. As such, the City is committed to using private sector resources in delivering municipal services as a key element in our continuing efforts to provide cost-effective programs. Private sector contracting approaches under this policy include construction projects, professional services, outside employment agencies and ongoing operating and maintenance services. In evaluating the costs of private sector contracts compared with in-house performance of the service, indirect, direct, and contract administration costs of the City will be identified and considered.

Whenever private sector providers are available and can meet established service levels, they will be seriously considered as viable service delivery alternatives using the evaluation criteria outlined below. For programs and activities currently provided by City employees, conversions to contract services will generally be made through attrition, reassignment, or absorption by the contractor.

Within the general policy guidelines stated above, the cost effectiveness of contract services in meeting established service levels will be determined on a case-by-case basis using the following criteria:

- Is a sufficient private sector market available to competitively deliver this service and assure a reasonable range of alternative service providers?
- Can the contract be effectively and efficiently administered?
- What are the consequences if the contractor fails to perform, and can the contract reasonably be written to compensate the City for any such damages?
- Can a private sector contractor better respond to expansions, contractions, or special requirements of the service?
- Can the work scope be sufficiently defined to ensure that competing proposals can be fairly and fully evaluated, as well as the contractor's performance after bid award?
- Does the use of contract services provide us with an opportunity to redefine service levels?
- Will the contract limit our ability to deliver emergency or other high priority services?
- Overall, can the City successfully delegate the performance of the service but still retain accountability and responsibility for its delivery?

### **GOVERNMENT SERVICE CONTRACTS**

Contracting with other government entities for the delivery of services such as police and fire provides the City with significant opportunities for cost containment and productivity enhancements. The City utilizes government service contracts to deliver municipal services as a key element in the City's continuing efforts to provide cost-effective programs.

The metric of one officer per 1,000 residents is an outdated measure of service. It does not accurately reflect the service levels needed by communities, given each City's unique characteristics. To gauge the effectiveness and need for additional police services, cities must regularly review crime statistics, trends, and response times. The City contracts with Riverside County Sheriff's Department for police services. Under this contract the City maintains 130.8 hours of law enforcement services a day. Due to facing millions in law enforcement cost increases, the City has been unable to increase this service level for more than a decade. However, in recent years, we have refocused our service priorities to include Community-Based Policing, Problem-Oriented Policing, and Special Enforcement Teams to tackle critical quality of life issues. Contracting with the County facilitates an efficient, effective, and affordable model of policing for the community. The police contract allows the City to partner with the County to leverage resources to reduce costs for supervision, administration, training, clerical support, vehicles, and equipment.

The City contracts with the Riverside County Fire Department for all fire services. Contracting with the County facilitates an efficient, effective, and affordable model of fire protection, disaster preparedness, fire prevention, and emergency operation services for the community. The fire contract allows the City to partner with the County to leverage resources to reduce costs for supervision, administration, training, clerical support, vehicles, and equipment.

### **REGIONAL CONTRACTS**

A regional approach to public services leverages economies of scale to improve outcomes and services to the citizens. Therefore, prior to entering private or government service contracts, the City will require the completion of a systematic assessment to determine whether a regional approach to providing services is necessary. The City contracts with Animal Friends of the Valleys for animal control services and the County of Riverside (via the Southwest Community Financing Authority) for animal sheltering services. Contracting with multi-agencies for these services demonstrates a regional approach of leveraging resources to provide efficient services (at a reduced cost).





# Asset Management and Replacement Policy

## **ASSET MANAGEMENT AND REPLACEMENT (AMR)**

AMR is the practice of strategically managing the life cycle of the City's capital infrastructure to achieve the greatest return on every tax dollar invested. The capital infrastructure's life-cycle includes how the asset is planned, designed, constructed, operated, maintained, replaced, and disposed. Capital infrastructure includes streets, roads, public facilities, parks, and drainage facilities.

- Streets and Roads - Assets related to the provision of transportation (e.g., pedestrians, bicycles, and vehicles)
- Public Facilities - Building and land assets used for a diverse range of services including community services, recreation, accommodation, and municipal administration.
- Parks - Assets which provide opportunities for organized and informal recreation activities, provide aesthetic and cultural value to the community, and provide public spaces for social interaction.
- Drainage Facilities - Assets which provide a measure of flooding protection to the community from storm water runoff and those assets which improve the water quality of storm water runoff going into main drains and waterways.

## **PROCESS**

As assets age, their performance will deteriorate. Therefore, a process must be applied to determine when the ability of an asset to meet service standards deteriorates to an unacceptable level. This means considering all management options and strategies as part of the asset lifecycle, from planning to disposal. The objective of managing the assets in this manner is to look at long-term cost impacts when making asset management decisions. The AMR Plan is based on applicable management studies, best practices, and analysis and should be updated every five years. The actual replacement of assets is dependent on staff analysis and recommendation after a review of any variables.

## **POLICY**

The purpose of the Asset Management and Replacement Policy (AMRP) is to demonstrate the City's commitment to the responsible management of the City's capital infrastructure. The Policy ensures adequate provisions are made for the long-term replacement of the City's capital infrastructure by:

- Incorporating appropriate asset management best practices to ensure that the City delivers the highest appropriate level of service through its assets;
- Applying transparent and responsible financial management of City assets.
- Meeting or surpassing legislative requirements for asset management.
- Ensuring resources and operational capabilities are identified and responsibility for asset management is allocated.

## **FUNDING STRATEGY**

The funding of the AMRP will be based on:

- An evaluation of available funds in the General Fund, Special Reserve Funds, and the Internal Service Funds;
- A comparison of available funds against the requirements of AMR Plan;
- Establishment of a separate AMAR Fund and Policy that best meets the needs of the City.

When established, the drafting of the actual AMAR Fund Policy will be dependent on Council guidance and direction based on the analysis of the completed management studies.

The purpose of the Asset Management Fund is to:

- Accumulate earnings to provide a long-term funding source for replacement/rehabilitation of City infrastructure while preserving the principal balance of the Fund;
- Provide financial reserves to respond to natural disasters and other emergencies;
- Provide a source for internal loans and liquidity;
- Serve as collateral for City debt issues;
- Asset Management Fund assets may not be used for any purpose without approval of the City Council.

## **REPLACEMENT FUNDS**

The Information Technology Fund has been established as an Internal Service Fund, for the purpose of accumulating the funds necessary to replace the City's technology infrastructure (hardware and software). Annually, each department owning an eligible technology-related asset contributes an amount equivalent to the estimated cost to replace the item at the end of its useful life. Eligible assets funded through the Information Technology Fund include those technology related assets that have a useful life longer than three years and cost in excess of \$5,000.

The Fleet Fund has been established as an Internal Service Fund, for the purpose of accumulating the funds necessary to replace the City's fleet and major equipment. Annually, each department owning an eligible vehicle or piece of large equipment contributes an amount equivalent to the estimated cost to replace the item at the end of its useful life. Eligible assets funded through the Fleet Fund include vehicles and large equipment items that have a useful life longer than three years and cost in excess of \$10,000.





# Investment Policy

## **INTRODUCTION**

The purpose of this document is to set out the policies and procedures that enhance opportunities for a prudent and systematic investment program and to organize and formalize investment-related activities. The investment policies and practices of the City of Lake Elsinore (the "City") are, in every case, subject to and limited by applicable provisions of state law and to prudent money management applicable provisions of Chapter 4 of Part 1 of Division 2 Title 5 of the California Government Code (Section 53600 et seq.).

## **SCOPE**

The investment policy applies to all financial assets, except bond proceeds and retirement funds, accounted for in the City of Lake Elsinore Comprehensive Annual Financial Report (CAFR) and any new fund created by the City Council, unless specifically exempted. The investment of bond proceeds will be governed by the provisions of relevant bond documents.

## **OBJECTIVES**

The primary objectives, in priority order, of the City's investment activities shall be:

**A. Safety of Principal:** Safety of Principal is the foremost objective of the City. Investments of the City shall be undertaken in a manner that seeks to ensure the preservation of capital in the overall portfolio. The City shall seek to preserve principal by mitigating two types of risk: credit risk and interest rate risk.

**1. Credit Risk:** The City will minimize credit risk, which is the risk of loss due to the failure of the security issuer or backer, by:

- a. Limiting investments to the types of securities listed in the Authorized Investments section of this Investment Policy.
- b. Diversifying the investment portfolio so that the impact of potential losses from any one type of security or from any one individual issuer will be minimized.

**2. Interest Rate Risk:** The City will minimize interest rate risk, which is the risk that the market value of securities in the portfolio will fall due to changes in the market interest rates, by:

- a. Structuring the investment portfolio with marketable securities so that securities can be liquidated to meet cash flow needs or structuring the portfolio to meet cash requirements for ongoing operations.

**B. Liquidity:** Historical cash flow trends are compared to current cash flow requirements on an ongoing basis in an effort to ensure that the City's investment portfolio will remain sufficiently liquid to enable the City to meet all reasonably anticipated operating requirements.

**C. Yield:** The investment portfolio shall be designed with the objective of attaining a market rate of return throughout budgetary and economic cycles, taking into account the investment risk constraints and the cash flow characteristics of the portfolio.

## **PRUDENCE**

In managing its investment program, the City will observe the "Prudent Investor" standard as stated in Government Code Section 53600.3, applied in the context of managing an overall portfolio. Investments will be made with care, skill, prudence and diligence under the circumstances then prevailing, including, but not limited to, the general economic conditions and the anticipated needs of the City, that a prudent person acting in a like capacity and familiarity with those matters would use in the conduct of funds of a like character and with like aims, to safeguard the principal and maintain the liquidity needs of the City. Within the limitations of this section and considering individual investments as part of an overall strategy, investments may be acquired as authorized by law.

This standard of prudence shall be applied in the context of managing an overall portfolio. Investment officers acting in accordance with written procedures and the investment policy and exercising due diligence shall be relieved of personal responsibility for an individual security's credit risk or market price changes provided deviations from expectations are reported in a timely fashion and appropriate action is taken to control adverse developments.

## **PERFORMANCE EVALUATION**

Investment performance is to be continually monitored and evaluated by the Assistant City Manager. The City's primary portfolio performance will be measured against a total return index with securities with similar attributes and similar average maturity, e.g., the Merrill Lynch 1-5 Year U.S. Treasury Index.

## **DELEGATION OF AUTHORITY**



In accordance with the City Council Policy of the City of Lake Elsinore and under authority granted by the City Council, the City Treasurer's function and responsibility for investing the unexpended cash in the City Treasury has been delegated to the City Manager or his designee. The responsibility for conducting the City's investment program has been delegated to the Assistant City Manager, who shall establish written procedures for the operation of the investment program consistent with this investment policy. Such procedures shall include explicit delegation of authority to persons responsible for all investment activities.

No person may engage in an investment transaction except as provided under the terms of the policy and the procedures established by the Assistant City Manager. Portfolio management and transactions may be delegated to an independent investment advisor registered with the SEC.

#### **INVESTMENT PROCEDURES**

The City Manager or his designee shall establish written investment procedures and a system of controls to regulate the operation of the investment program and the activities of subordinate officials consistent with this policy. The procedures should include references to: safekeeping, repurchase agreements, wire transfer agreements, banking service contracts and collateral/depository agreements. Such procedures shall include explicit delegation of authority to persons responsible for investment transactions. No person may engage in an investment transaction except as provided under the terms of the policy and procedures established by the City Manager or his designee.

#### **ETHICS AND CONFLICTS OF INTEREST**

Officers and employees involved in the investment process shall refrain from personal business activity that conflicts with proper executions of the investment program, or impairs their ability to make impartial investment decisions. Additionally, City Officials are required to annually file applicable financial disclosures as required by the Fair Political Practices Commission (FPPC).

#### **SAFEKEEPING AND CUSTODY**

To protect against fraud or embezzlement of losses caused by collapse of an individual securities dealer, all securities owned by the City shall be held in safekeeping by a third party bank/trust department. All security transactions entered into by the City of Lake Elsinore shall be conducted on delivery-versus-payment (DVP) basis. All securities purchased or acquired shall be delivered to the City of Lake Elsinore by book entry, physical delivery, or by third party custodial agreement as required by CGC 53601. Securities held custody of the City shall be independently audited on an annual basis to verify investment holdings. All exceptions to this safekeeping policy must be approved by the City Manager in written form and included in monthly reporting to the City Council.

#### **DIVERSIFICATION**

The City of Lake Elsinore will diversify its investments by security type and institution. It is the policy of the City of Lake Elsinore to diversify its investment portfolio. Assets shall be diversified to eliminate the risk of loss resulting from over concentration of assets in a specific maturity, a specific issuer, or a specific class of securities. Diversification strategies shall be determined and revised periodically. In establishing specific diversification strategies, the following general policies and constraints shall apply:

- Maturities selected shall provide for stability of income and liquidity
- Disbursement and payroll dates shall be covered through maturity investments and marketable securities

#### **INTERNAL CONTROL**

The investment portfolio and all related transactions are reviewed and balanced to appropriate general ledger accounts by the Finance Staff on a monthly basis. An independent analysis by an external auditor shall be conducted annually to review internal control; account activity, and compliance with policies and procedures and reported to City Council.

#### **REPORTING**

Each month the City Manager or his designee shall submit to City Council, and the City Treasurer a monthly report of investment transactions. The report shall also include a detailed security report. If all funds are placed in LAIF, FDIC insured accounts, and/or in a county investment pool, the foregoing report elements may be replaced by copies of the latest statements from such institutions. The City Manager or his designee shall maintain a complete and timely record of all investment transactions.

Additionally, every quarter the City Manager or his designee shall render to the City Council and the City Treasurer a quarterly investment report, which shall include, at a minimum, the following information for each individual investment:

- Type of investment instrument (i.e., Treasury Bill, medium term note)
- Issuer name (i.e., General Electric Credit Corporation)
- Purchase date (trade and settlement date)
- Maturity date
- Par value

- Purchase price
- Current market value and the source of the valuation
- Overall portfolio yield based on cost

The quarterly report shall a) state compliance of the portfolio to the statement of investment policy, or manner in which the portfolio is not in compliance; b) include a description of any of the City's funds, investments, or programs that are under the management of contracted parties, including lending programs; and c) include a statement denoting the ability of the City to meet its expenditure requirements for the next six months, or provide an explanation as to why sufficient money shall, or shall not, be available.

#### **AUTHORIZED FINANCIAL DEALERS AND INSTITUTIONS**

The City Manager or his designee will maintain a list of financial institutions authorized to provide investment services. In addition, a list will also be maintained of approved security broker/dealers selected by credit worthiness with at least five years of operation. The City Manager or his designee will review the financial condition and registrations of qualified bidders annually.

All financial institutions and broker/dealers who desire to become qualified for investment transactions must supply the following as appropriate:

- Audited financial statements demonstrating compliance with state and federal capital adequacy guidelines to be submitted annually
- Proof of Financial Industry Regulatory Authority (FINRA) certification (not applicable to Certificate of Deposit counterparties)
- Proof of state registration
- Complete broker/dealer questionnaire (not applicable to Certificate of Deposit counterparties)
- Certification of having read and understood and agreeing to comply with the City's Investment Policy prior to commencing trading
- Evidence of adequate insurance coverage

An annual review of the financial condition and registrations of qualified bidders will be conducted by the City Manager or his designee. The City may also use brokers/dealers approved and evaluated by SEC registered investment advisor acting in a fiduciary capacity for the City. The City is required to obtain at least 3 competing bids from different brokers/dealers for every purchase or sale of a security.

#### **AUTHORIZED INVESTMENTS**

Investment of City funds is governed by the California Government Code sections 53601 et seq. Unless otherwise specified in this section, no investment shall be made in any security, other than a security underlying a repurchase agreement as authorized by this section, that at the time of the investment has a term remaining to maturity in excess of five years. The City Manager or his designee is authorized to purchase the following investment:

- U.S. Treasury, notes, bonds, bills, or other certificates of indebtedness, or those for which the full faith and credit of the United States are pledged for the payment of principal and interest.
- Federal agency or United States government-sponsored enterprise obligations, participation, or other instruments, including those issued by or fully guaranteed as to principal and interest by federal agencies or United States government-sponsored enterprises. No more than 40% of the City's portfolio may be invested in any one federal agency.
- Obligations of the State of California or any local agency within the state, including bonds payable solely out of revenues from a revenue producing property owned, controlled or operated by the state or any local agency or by a department, board, agency or authority of the state or any local agency, provided that such obligations are rated in one of the top three rating categories by a NRSRO and are general obligation bonds or essential service bonds secured with revenue from a water, sewer, power, or electric system.
- Registered treasury notes or bonds of any of the other 49 United States in addition to California, including bonds payable solely out of the revenues from a revenue-producing property owned, controlled, or operated by a state or by a department, board, agency, or authority of any of the other 49 United States, in addition to California, provided that such obligations are rated in one of the top three rating categories by a NRSRO and are general obligation bonds or essential service bonds secured with revenue from a water, sewer, power, or electric system.
- Repurchase agreements are to be used solely as short-term investments not to exceed 30 days. The City may enter into repurchase agreements with primary government securities dealers rated "A" or its equivalent or better by two nationally recognized rating services. Counterparties should also have (i) a short-term credit rating in the highest category by a nationally recognized statistical rating organization (NRSRO); (ii) minimum assets and capital size of \$25 billion in assets and \$350 million in capital; (iii) five years of acceptable audited financial results; and (iv) a strong reputation among market participants.

The following collateral restrictions will be observed: Only U.S. Treasury securities or Federal Agency securities will be acceptable collateral. All securities underlying repurchase agreement must be delivered to the City's custodian bank versus payment or be handled under a properly executed tri-party repurchase agreement. The total market value of all collateral for each repurchase agreement must equal or exceed 102% of the total dollar value of the money invested by the City for the term of the investment. For any repurchase agreement with a term of more than one day, the value of the underlying securities must be reviewed on an on-going basis according to market conditions. Market value must also be calculated each time there is a substitution of collateral.

Since the market value of the underlying securities is subject to daily market fluctuations, the investments in repurchase agreements shall be in compliance if the value of the underlying securities is brought back up to 102% no later than the next business day. The City or its trustee shall have a perfected first security interest under the Uniform Commercial Code in all securities subject to repurchase agreement. The City shall have properly executed a Master Repurchase Agreement with each counter party with which it enters into repurchase agreements.

- Bills of exchange or time drafts drawn on and accepted by a commercial bank and brokered to investors in the secondary market, otherwise known as bankers' acceptances. Purchases of bankers' acceptances may not exceed 180 days' maturity, or 40% of the City's surplus money that may be invested. However, no more than 30% of the City's surplus funds may be invested in the bankers' acceptances of any one commercial bank. Eligible bankers' acceptances are restricted to issuing financial institutions with short-term paper rated in the highest category by one NRSRO.
- Commercial paper of "prime" quality of the highest ranking or of the highest letter and number rating as provided for by a NRSRO. The entity that issues the commercial paper shall meet all of the following conditions in either paragraph (1) or paragraph (2) below:

1. The entity meets the following criteria: (a) is organized and operating in the United States as a general corporation. (b) Has total assets in excess of five hundred million dollars (\$500,000,000). (c) Has debt other than commercial paper, if any, that is rated "A" or higher by a NRSRO.
2. The entity meets the following criteria: (a) Is organized within the United States as a special purpose corporation, trust, or limited liability company. (b) Has program wide credit enhancements including, but not limited to, over collateralization, letters of credit, or surety bond. (c) Has commercial paper that is rated "A-1" or higher, or the equivalent, by a NRSRO.

The City may invest no more than 25% of its portfolio in eligible commercial paper with a maximum maturity of 270 days.

- Medium term notes with a maximum remaining maturity of five years or less issued by corporations organized and operating within the United States or by depository institutions licensed by the United States or any state and operating within the United States. Notes eligible for investment under this subsection must be rated in one of the top three rating categories by a NRSRO and shall not be on credit watch for a potential downgrade by a NRSRO. Purchases of medium term notes may not exceed 30% of the City's portfolio.
- FDIC-insured or fully collateralized time certificates of deposit in financial institutions located in California, including U.S. branches of foreign banks licensed to do business in California. Any amounts invested in excess of the FDIC insured deposit limit must be collateralized in accordance with California Government Code Section 53561.
- Negotiable certificates of deposit issued by a nationally or state-chartered bank, a savings association or a federal association (as defined by Section 5102 of the Financial Code), a state or federal credit union, or by a federally or state-licensed branch of a foreign bank. Purchases are limited to securities rated in a rating category of "AA" (long-term) or "A-1" (short-term) or their equivalents or better by a NRSRO. Purchases of negotiable certificates of deposit may not exceed 30% of the portfolio.
- State of California's Local Agency Investment Fund (LAIF). Investment in LAIF may not exceed \$75 million. The LAIF portfolio should be reviewed periodically.
- California Asset Management Program (CAMP).
- Shares of beneficial interest issued by diversified management companies that are money market funds registered with the Securities and Exchange Commission under the Investment Company Act of 1940 (15 U.S.C. Sec. 80a-1, et seq.). The purchase price of shares shall not exceed 20 percent of the investment portfolio of the City. To be eligible for investment pursuant to this subdivision these companies shall either:
  1. Attain the highest ranking letter or numerical rating provided by not less than two of the three largest NRSRO; or
  2. Have an investment advisor registered or exempt from registration with the Securities and Exchange Commission with not less than five years of experience managing money market mutual funds and with assets under management in excess of \$500,000,000.
- Insured savings account or money market account. To be eligible to receive local agency deposits, a financial institution must have received a minimum overall satisfactory rating for meeting the credit needs of California Communities in its most recent evaluation.
- Supranational-specifically the International Bank for Reconstruction and Development, International Finance Corporation, and Inter-American Development Bank.
  1. Purchases restricted to debt denominated in U.S. dollars.
  2. Supranational eligible for investment under this subsection must be rated in one of the top two rating categories by a NRSRO.

3. Purchases of supranational may not exceed 30% of the City's portfolio.

- Asset-Backed Securities (ABS)

1. ABS eligible for investment under this subsection must be rated in a rating category of "AA" or its equivalent or better by a NRSRO with a maximum remaining maturity of 5 years or less.

2. Purchase of ABS may not exceed 20% of the City's portfolio.

- Placement Service Deposits (PSD) where funds may be placed with a bank that uses a private sector entity that assists in the placement of deposit with eligible financial institutions located in the United States (CGC § 53601.8).

Credit criteria and sectors and issuers percentages for investments listed in this section will be determined at the time the security is purchased. A decline in the overall investment balances that causes the percent to any investment above its maximum policy limit will not be considered out of compliance. The City may from time to time be invested in a security whose rating is downgraded. In the event a rating drops below the minimum allowed rating category for that given investment type, the City Manager or his designee shall notify the City Treasurer, and City Council and recommend a plan of action. Notwithstanding anything herein to the contrary, with the exception of the U.S. Treasury, federal agency institutions, and government sponsored enterprises no more than 5% of the City's portfolio may be invested in securities issued by any one corporate, financial, or municipal issuer.

### **PROHIBITED INVESTMENTS**

Any security type or structure not specifically approved by this policy is hereby specifically prohibited. Security types which are thereby prohibited include, but are not limited to, inverse floaters, derivatives, range notes, interest only strips that are derived from a pool of mortgages, or in any investment that could result in zero interest accrual if held to maturity except as authorized by Code Section 53601.6.

### **LEGISLATIVE CHANGES**

Any State of California legislative action that further restricts allowable maturities, investment type or percentage allocations will be deemed to be incorporated into the City of Lake Elsinore's investment policy and will supersede any and all applicable language.

### **INTEREST EARNINGS**

All moneys earned and collected from investments authorized in this policy shall be allocated quarterly to various fund accounts based on the cash balance in each fund as a percentage of the entire pooled portfolio.

### **POLICY REVIEW**

The City of Lake Elsinore's investment policy shall be adopted by the City Council on an annual basis. This investment policy shall be reviewed at least annually to insure its consistency with the overall objectives of preservation of principal, liquidity and yield, and its relevance to current law and financial and economic trends. Any amendments to the policy shall be forwarded to the City Council for approval.





# Capital Financing and Debt Management Policy

This Debt Management Policy (the “Debt Policy”) establishes the parameters within which debt may be issued and administered by the City of Lake Elsinore and Covered Entities. Additionally, these policies apply to debt issued by a Covered Entity on behalf of assessment, community facilities, or other special districts, and conduit-type financing by a Covered Entity for multifamily housing or industrial development projects.

The Debt Policy may be utilized by staff of the Covered Entities with the discretion to deviate as determined appropriate by the City Manager/Executive Director or Finance Director and may be amended by the governing board of the applicable Covered Entity as it deems appropriate from time to time in the prudent management of the debt and capital financing needs of the Covered Entities.

## **PURPOSE**

This Debt Policy is intended to comply with Government Code Section 8855(i), and shall govern all debt undertaken by a Covered Entity.

The Covered Entities hereby recognize that a fiscally prudent debt policy is required in order to:

- Maintain the Covered Entities' sound financial position.
- Ensure the Covered Entities have the flexibility to respond to changes in future service priorities, revenue levels, and operating expenses.
- Protect the Covered Entities' credit-worthiness.
- Ensure that all debt is structured in order to protect both current and future taxpayers, ratepayers and constituents of the Covered Entities.

## **POLICY**

### **A. Purposes for Which Debt May Be Issued**

1. Long-Term Debt. Long-term debt may be issued to finance the construction, acquisition, and rehabilitation of capital improvements and facilities, equipment and land to be owned and operated by the City. Long-term debt financings are appropriate when the following conditions exist:

- a. When the project is financed, it is necessary to provide basic services.
- b. When the project to be financed will provide benefit to constituents over multiple years.
- c. When total debt does not constitute an unreasonable burden to the Covered Entities and the City's taxpayers and/or ratepayers, as applicable.
- d. When the debt is used to refinance outstanding debt in order to produce debt service savings or to realize the benefits of a debt restructuring.

Long-Term Debt financings will not generally be considered appropriate for current operating expenses and routine maintenance expenses.

The Covered Entities may use long-term debt financings subject to the following conditions:

- a. The project to be financed must be approved by the governing board of the Covered Entity.
- b. The weighted average maturity of the debt (or the portion of the debt allocated to the project) will not exceed the average useful life of the project to be financed by more than 20%.
- c. The Covered Entity estimates that sufficient revenues will be available to service the debt through its maturity.
- d. The Covered Entity determines that the issuance of the debt will comply with the applicable state and federal law.

2. Short-Term Debt. Short-term debt may be issued to provide financing for the Covered Entities' operational cash flows in order to maintain a steady and even cash flow balance. Short-term debt may also be used to finance short-lived capital projects; for example, the Covered Entities may undertake lease-purchase financing for equipment.

3. Financings on Behalf of Other Entities. The Covered Entities may also find it beneficial to issue debt on behalf of other governmental agencies or private third parties in order to further the public purposes of Covered Entities. In such cases, the Covered Entities shall take reasonable steps to confirm the financial feasibility of the project to be financed and the financial solvency of any borrower and that the issuance of such debt is consistent with the policies set forth herein.

### **B. Types of Debt**

The following types of debt are allowable under this Debt Policy:

- 1. General obligation bonds (GO Bonds)
- 2. Bond or grant anticipation notes (BANs)
- 3. Lease revenue bonds, certificates of participation (COPs) and lease-purchase transactions
- 4. Other revenue bonds and COPs
- 5. Tax and revenue anticipation notes (TRANs)
- 6. Land-secured financing, such as special tax revenue bonds issued under the Mello-Roos Community Facilities Act of 1982, as amended, and limited obligation bonds issued under applicable assessment statutes
- 7. Tax increment financing to the extent permitted under State law
- 8. Conduit financings, such as financing for affordable rental housing and qualified 501(c)(3) organizations



The governing body may from time to time find that other forms of debt would be beneficial to further its public purposes and may approve such debt without an amendment of this Debt Policy.

#### C. Relationship of Debt to Capital Improvement Program and Budget

The City and Covered Entities are committed to long-term capital planning. The City and Covered Entities intend to issue debt for the purposes stated in this Debt Policy and to implement policy decisions incorporated in the capital budget and the capital improvement plan.

The City and Covered Entities shall strive to fund the upkeep and maintenance of its infrastructure and facilities due to normal wear and tear through the expenditure of available operating revenues. The City and Covered Entities shall seek to avoid the use of debt to fund infrastructure and facilities improvements that are the result of normal wear and tear.

The Covered Entities shall integrate their debt issuances with the goals of the capital improvement program by timing the issuance of debt to ensure that projects are available when needed in furtherance of their public purposes.

The Covered Entities shall seek to avoid the use of debt to fund infrastructure and facilities improvements in circumstances when the sole purpose of such debt financing is to reduce annual budgetary expenditures.

The Covered Entities shall seek to issue debt in a timely manner to avoid having to make unplanned expenditures for capital improvements or equipment from its general fund.

#### D. Policy Goals Related to Planning Goals and Objectives

The City and Covered Entities are committed to long-term financial planning, maintaining appropriate reserves levels and employing prudent practices in governance, management and budget administration. The Covered Entities intend to issue debt for the purposes stated in this Debt Policy and to implement policy decisions incorporated in the annual operations budget.

It is a policy goal of the City and the Covered Entities to protect taxpayers, ratepayers (if applicable) and constituents by utilizing conservative financing methods and techniques so as to obtain the highest practical credit ratings (if applicable) and the lowest practical borrowing costs.

The City and the Covered Entities will comply with applicable state and federal law as it pertains to the maximum term of debt and the procedures for levying and imposing any related taxes, assessments, rates and charges.

When refinancing debt, it shall be the policy goal of the Covered Entities to realize, whenever possible, and subject to any overriding non-financial policy considerations, (i) minimum net present value debt service savings equal to or greater than 3.0% of the refunded principal amount, and (ii) present value debt service savings equal to or greater than 100% of any escrow fund negative arbitrage.

#### E. Internal Control Procedures

When issuing debt, in addition to complying with the terms of this Debt Policy, the Covered Entities shall comply with any other applicable policies regarding initial bond disclosure, continuing disclosure, post-issuance compliance, and investment of bond proceeds.

Without limiting the foregoing, the Covered Entities will periodically review the requirements of and will remain in compliance with the following:

1. Any continuing disclosure undertakings entered into by the Covered Entities in accordance with SEC Rule 15c2-12.
2. Any federal tax compliance requirements, including, without limitation, arbitrage and rebate compliance.
3. Investment policies as they relate to the use and investment of bond proceeds.

Proceeds of debt will be held either (a) by a third-party trustee or fiscal agent, which will disburse such proceeds to or upon the order of the Covered Entities upon the submission of one or more written requisitions by the City Manager/Executive Director or Finance Director, or his or her written designee, or (b) by the Covered Entity, to be held and accounted for in a separate fund or account, the expenditure of which will be carefully documented by the Covered Entity.

# Inter-Fund Transfers and Loan Policy

## **ESTABLISHMENT OF VARIOUS FUNDS**

The City has established various funds to account for revenues whose use should be restricted to certain activities. Accordingly, each fund exists as a separate financing entity from other funds, with its own revenue sources, expenditures and fund equity.

## **TRANSFER BETWEEN FUNDS**

Any transfers between funds for operating purposes are set forth in the budget. These operating transfers, under which financial resources are transferred from one fund to another, are distinctly different from inter-fund borrowings, which are usually made for temporary cash flow reasons, and are not intended to result in a transfer of financial resources. In summary, inter-fund transfers result in a change in fund equity; inter-fund borrowings do not, as the intent is to repay the loan in the near term.

## **INTER-FUND LOANS**

Inter-fund loans may be appropriate whenever the loan is expected to be repaid within the immediate future. The most common use of inter-fund loans is for grant programs, where costs are incurred before drawdowns are initiated and received. Receipt of funds is typically received shortly after the request for funds has been made.



# Budget Process

The City of Lake Elsinore's fiscal year begins each July 1st and concludes on June 30th. In accordance with fundamental democratic principles, the City embraces citizen participation, especially in key planning and resource allocation activities. In addition, departments obtain citizen input through Board and Commission meetings, Mayor's Forums, public hearings, and other forms of written and oral communication.

The Administrative Services Department begins the annual budget process in February each year. The budget team updates the policies and procedures for budget preparation, creates the budget process calendar, and prepares current budget schedules for each department to use in preparing the new budget. A budget kickoff workshop was held with the City Manager, Department Directors, and Department Analysts. This workshop included a briefing on the status of the current fiscal year budget, a review of the budget process calendar, and discussion on essential principals and elements of the budget process. Staff are provided with a practical application to assist in the development of the departmental budget requests, which include:

- Review and evaluate current goals (and performance measurements)
- Identify new goals and programs
- Identify the impacts of new programs on existing resources, examine organizational efficiency and locate existing resources to address the impacts
- Identify additional resource requirements (if existing resources will be exhausted)

The operating budget preparation guidelines are distributed at this time. The guidelines outline the policies and procedures to be used in preparing the annual budget. Clearly defined budget requirements and time sensitive budget document objectives are discussed, ensuring complete and accurate understanding by all.

Milestones are outlined in the guidelines, along with the concurrent development of financial projections, objectives, and requirements at the staff level. With this approach, the policies and priorities that guide expenditure considerations are incorporated into the proposed budget prior to formal submission to the City Council. Assistance is provided to each department in reviewing historical expenditure information, personnel costs, and in refining departmental goals, objectives, and performance measures.

For the purpose of budget preparation and formulation, department budget submittals consisted of detail by expenditure line item. Specific justification is required for the following:

- Significant expenditure changes
- Personnel costs, including all temporary personnel costs and proposed staffing reclassifications
- Contracted services
- Purchases of new equipment (greater than \$5,000)

Analysis is conducted of each department's request. Five-year revenue and expenditure projections are developed by the Administrative Services Department to assist in identifying the long-range impacts of proposed staffing and program changes. The information is compiled for the City Manager review.

In the last two weeks of April, the City Manager and key Administrative Services Department staff held meetings with each Department Director to discuss their department budget requests and to obtain additional information to assist in the assessment of the requests.

## FY 2024 - 25 Budget Calendar

| Month           | Description  | Timeline   |
|-----------------|--|--|
| <b>January</b>  | Mid-year budget analysis and revision<br>Prepare agenda reports and proposed mid-year budget documents<br>Development of budget parameters/strategic goals   | January 12<br>January 26<br>January 31   |
| <b>February</b> | Distribute of Budget Preparation Guidelines<br>Budget workshop with key City staff<br>Council adoption of mid-year operating and CIP budget<br>Development of program goals and objectives<br>Development of performance measures<br>"New" Budget requests submitted to Finance for review<br>Proposed CIP (Capital Improvement Plan) projects submitted to Finance<br>Budget requests submitted to Finance for review | February 5<br>February 8<br>February 13<br>February 29<br>February 29<br>February 29<br>February 29<br>February 29 |
| <b>March</b>    | Department operating budget submittals reviewed<br>All non-fee based revenue estimates are completed by Finance<br>All fee-based revenue estimates submitted by Finance<br>Budget analysis prepared for review by City Manager   | March 7<br>March 7<br>March 7<br>March 14  |
| <b>April</b>    | Preliminary Operating and CIP budgets prepared<br>Department Hearings with City Manager<br>CIP project timing and priorities modified based on available revenues<br>Five-year financial projection completed  | April 4<br>April 18<br>April 25<br>April 25  |
| <b>May</b>      | Planning Commission - CIP Conformance with General Plan<br>Prepare agenda reports and proposed budget documents  | May 21<br>May 31   |
| <b>June</b>     | Council adoption of final Operating Budget<br>Council adoption of Schedule of Authorized Positions and Gann Appropriations Limit<br>Public Hearing for the adoption of CIP Budget  | June 11<br>June 11<br>June 25  |
| <b>Ongoing</b>  | Monthly budget/actuals reports reviewed and sent to Departments<br>Quarterly financial statements prepared and presented to City Council   | Monthly<br>Quarterly   |





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# FINANCIAL SUMMARY

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## Fund Balance Summary - All Funds

| Fund  | BEGINNING<br>FUND<br>BALANCE | REVENUES                  | APPROPRIATIONS            | PROJECTED<br>ENDING<br>FUND<br>BALANCE |
|---|------------------------------|---------------------------|---------------------------|--|
| <b><u>FY2024-25 ADOPTED OPERATING BUDGETS</u></b> |                              |                           |                           |  |
| 100 GENERAL FUND                                  | 19,268,711                   | 71,173,350                | 71,173,350                | 19,268,711                             |
| 101 SUPPLEMENTAL LAW ENF. (SLESF)                 | -                            | 267,000                   | 267,000                   | -                                      |
| 102 MEASURE Z                                     | 9,482,026                    | 17,044,000                | 26,526,026                | -                                      |
| 103 THE ANCHOR                                    | -                            | 1,020,980                 | 1,020,980                 | -                                      |
| 104 TRAFFIC OFFENDER FUND                         | -                            | 30,570                    | 30,570                    | -                                      |
| 106 AFFORDABLE HOUSING IN-LIEU                    | 4,440,533                    | 500,000                   | 4,940,533                 | -                                      |
| 107 DEVELOPER AGREEMENT                           | 445,134                      | 204,000                   | 649,134                   | -                                      |
| 108 AMERICAN RESCUE PLAN                          | -                            | 4,762,435                 | 4,762,435                 | -                                      |
| 110 STATE GAS TAX FUND (OPER & CIP)               | 377,446                      | 2,007,248                 | 2,384,694                 | -                                      |
| 114 SB1186 CAS EDUCATION FUND                     | 66,596                       | 22,000                    | 2,100                     | 86,496                                 |
| 115 TRAFFIC SAFETY FUND                           | -                            | 235,000                   | 235,000                   | -                                      |
| 130 CITY-WIDE LLMD FUND                           | 104,088                      | 2,109,162                 | 2,213,250                 | -                                      |
| 135 LLMD NO. 1                                    | 754,447                      | 821,140                   | 809,120                   | 766,467                                |
| 155 NPDES   | 4,802                        | 1,555,150                 | 1,555,952                 | -                                      |
| 180 LAUNCH POINTE                                 | 14,189,520                   | 5,501,900                 | 6,500,808                 | 14,190,612                             |
| 300 INSURANCE SERVICES                            | 1,467,000                    | 967,710                   | 1,059,690                 | 1,,375,020                             |
| 305 INFORMATION SYSTEMS SERVICES                  | 2,532,002                    | 2,203,990                 | 2,103,634                 | 2,632,358                              |
| 310 SUPORT SERVICES                               | 57,705                       | 127,496                   | 115,906                   | 69,295                                 |
| 315 FLEET SERVICES                                | 2,149,324                    | 1,142,210                 | 1,161,475                 | 2,130,059                              |
| 320 FACILITIES SERVICES                           | 2,063,853                    | 1,158,610                 | 1,178,286                 | 2,044,177                              |
| 330 CFD 2015-2S MAINTENANCE SERVICES FUND         | -                            | 581,145                   | 581,145                   | -                                      |
| 341 CFD 2017-1S MISSION TRAIL SERVICES FUND       | -                            | 10,305                    | 10,305                    | -                                      |
| 342 CFD 2007-5S RED KITE SERVICES FUND            | -                            | 16,220                    | 16,220                    | -                                      |
| 343 CFD 2006-2S VISCAYA SERVICES FUND             | -                            | 59,230                    | 59,230                    | -                                      |
| 344 CFD 2005-2S ALBERHILL RANCH SERVICES FUND     | -                            | 199,900                   | 199,900                   | -                                      |
| 358 CFD 2007-4S MAKENNA SERVICES FUND             | -                            | 30,910                    | 30,910                    | -                                      |
| 362 CFD 2006-8S RUNNING DEER ESTATES SERVICE      | -                            | 114,580                   | 114,580                   | -                                      |
| 367 CFD 2006-1S SUMMERLY SERVICE FUND             | -                            | 591,180                   | 591,180                   | -                                      |
| 373 CFD 2005-5S WASSON CANYON SERVICES FUND       | -                            | 66,990                    | 66,990                    | -                                      |
| 650 CFD 2003-1S LAW, FIRE & PARAMEDIC SERVICES    | -                            | 3,589,940                 | 3,589,940                 | -                                      |
| 651 CFD 2006-5S PARK, OPEN SPACE & STORM DRAIN    | -                            | 121,980                   | 121,980                   | -                                      |
| 652 CFD 2007-1S LAW, FIRE & PARAMEDIC SERVICES    | -                            | 122,040                   | 122,040                   | -                                      |
| 653 CFD 2009-1S PARK, OPEN SPACE/STREET LIGHT     | -                            | 805,580                   | 805,580                   | -                                      |
| 655 CFD 2015-1S LAW, FIRE & PARAMEDIC SERVICES    | -                            | 1,037,740                 | 1,037,740                 | -                                      |
| <b>OPERATING BUDGET SUBTOTALS</b>                 | <b><u>57,403,187</u></b>     | <b><u>120,197,691</u></b> | <b><u>136,037,683</u></b> | <b><u>41,563,195</u></b>               |



| <b>Fund</b>                                      | <b>BEGINNING<br/>FUND<br/>BALANCE</b> | <b>REVENUES</b> | <b>APPROPRIATIONS</b> | <b>PROJECTED<br/>ENDING<br/>FUND<br/>BALANCE</b> |
|--|---------------------------------------|-----------------|-----------------------|--|
| <b>FY2024-25 ADOPTED AD/CFD/LERA/PFA BUDGETS</b> |                                       |                 |                       |  |
| 331 CFD 2006-1 IA CC SUMMERLY IMPROVEMENT        | 312,882                               | 195,270         | 508,152               | -  |
| 332 CFD 2006-1 IA B SUMMERLY IMPROVEMENT         | 154,776                               | 190,290         | 345,066               | -  |
| 333 CFD 2015-4 TERRACINA IMPROVEMENT             | -                                     | 252,110         | 252,110               | -  |
| 334 CFD 2015-5 TRIESTE IMPROVEMENT               | 114,942                               | 169,830         | 284,772               | -  |
| 335 CFD 2003-2 IA E CANYON HILLS IMPROVEMENT     | 269,610                               | 184,630         | 454,240               | -  |
| 336 CFD 2006-1 IA FF SUMMERLY IMPROVEMENT        | 172,511                               | 230,790         | 403,301               | -  |
| 337 CFD 2016-2 CANYON HILLS IMPROVEMENT FUND     | 3,644,165                             | 1,350,780       | 4,994,945             | -  |
| 338 CFD 2006-1 IA JJ SUMMERLY IMPROVEMENT FUND   | 602,964                               | 346,010         | 948,974               | -  |
| 339 CFD 2006-1 IA KK SUMMERLY IMPROVEMENT FUND   | 556,875                               | 284,090         | 840,965               | -  |
| 340 CFD 2006-1 IA EE SUMMERLY IMPROVEMENT FUND   | 555,406                               | 305,790         | 861,196               | -  |
| 345 CFD 2003-2 IA D CANYON HILLS IMPROVEMENT     | 2,238,703                             | 1,979,760       | 4,218,463             | -  |
| 346 CFD 2014-1 SOUTHSORE IMPROVEMENT FUND        | 7,219                                 | 3,000           | 10,219                | -  |
| 347 CFD 2006-1 IA A SUMMERLY IMPROVEMENT FUND    | 159,626                               | 255,000         | 414,626               | -  |
| 350 CFD 98-1 SUMMERHILL IMPROVEMENT FUND         | 859,225                               | 1,110,400       | 1,969,625             | -  |
| 351 CFD 2006-1 IA II SUMMERLY IMPROVEMENT FUND   | 784,525                               | 446,670         | 1,231,195             | -  |
| 354 CFD 90-2 TUSCANY HILLS IMPROVEMENT FUND      | 1,079,785                             | 100,00          | 1,179,785             | -  |
| 355 RAD 2021-1 CANYON HILLS IMPROVEMENT FUND     | 1,432,845                             | 1,223,040       | 2,488,055             | 167,830  |
| 357 CFD 2003-02 IA A CANYON HILL IMPROVEMENT     | 1,708,262                             | 1,006,890       | 2,715,152             | -  |
| 359 CFD 2021-1 IA 2 TUSCANY VALLEY IMPROVEMENT   | -                                     | 10,500          | 10,500                | -  |
| 361 CFD 202-2 LAKESHORE IMPROVEMENT FUND         | -                                     | 10,500          | 10,500                | -  |
| 363 CFD 2023-1 LAKESIDE IMPROVEMENT FUND         | -                                     | 10,500          | 10,500                | -  |
| 366 CFD 2005-6 CITY CENTER TOWNHOMES IMPRVMT     | 405,711                               | 276,810         | 682,521               | -  |
| 368 CFD 2006-2 VISCAYA IMPROVEMENT FUND          | 840,548                               | 545,860         | 1,386,408             | -  |
| 369 CFD 2004-3 IA 1 ROSETTA CANYON IMPROVEMENT   | 3,033,976                             | 1,790,000       | 4,823,976             | -  |
| 370 CFD 2006-1 IA HH SUMMERLY IMPRVMT FUND       | 637,718                               | 346,240         | 983,958               | -  |
| 371 CFD 2005-1 SERENITY IMPROVEMENT FUND         | 1,164,032                             | 685,200         | 1,849,232             | -  |
| 372 CFD 2005-2 IA A ALBERHILL RANCH IMPROVEMENT  | 2,922,667                             | 1,670,070       | 4,592,737             | -  |
| 374 CFD 2005-4 LAKE VIEW VILLAS IMPROVEMENT      | 1,050                                 | 10,500          | 11,550                | -  |
| 375 CFD 2006-4 CLURMAN FUND                      | 3,308                                 | 319,020         | 322,328               | -  |
| 376 CFD 2006-3 LA STRADA IMPROVEMENT FUND        | -                                     | 10,500          | 10,500                | -  |
| 377 CFD 2006-6 TESSARA IMPROVEMENT FUND          | 374,161                               | 230,070         | 604,231               | -  |
| 378 CFD 2006-8 RUNNING DEER ESTATES IMPRVMT      | 4,112                                 | 237,290         | 241,402               | -  |
| 379 CFD 2022-1 ALBERHILL IMPROVEMENT FUND        | -                                     | 106,860         | 106,860               | -  |
| 384 CFD 2003-2 IA B CANYON HILLS IMPROVEMENT     | 2,731,350                             | 2,044,020       | 4,775,370             | -  |
| 385 CFD 2004-3 IA 2 ROSETTA CANYON IMPROVEMENT   | 3,175,922                             | 1,969,420       | 5,145,342             | -  |
| 386 CFD 2007-4 MAKENNA COURT IMPROVEMENT         | 120,710                               | 193,710         | 314,420               | -  |
| 387 CFD 2007-5 RED KITE IMPROVEMENT FUND         | 174,286                               | 134,600         | 308,886               | -  |
| 388 CFD 2007-6 HOLIDAY INN EXPRESS IMPROVEMENT   | 365                                   | 6,870           | 7,235                 | -  |
| 390 CFD 2003-2 IA C CANYON HILLS IMPROVEMENT     | 1,540,035                             | 877,600         | 2,417,635             | -  |
| 392 CFD 95-1 CIVIC CENTER IMPROVEMENT FUND       | 177,174                               | 165,440         | 342,614               | -  |
| 394 CFD 2005-5 WASSON CANYON IMPROVEMENT         | 195,630                               | 296,010         | 491,640               | -  |
| 395 CFD 2018-1 WASSON CANYON II IMPROVEMENT      | 1,603                                 | 10,500          | 12,103                | -  |
| 396 CFD 2019-2 NICHOLS RANCH IMPROVEMENT FUND    | 276                                   | 325,080         | 325,356               | -  |
| 397 CFD 2019-1 WESTLAKE IMPROVEMENT FUND         | 680,302                               | 384,280         | 1,064,582             | -  |
| 398 CFD 2021-1 IA 1 TUSCANY VALLEY IMPROVEMENT   | -                                     | 10,500          | 10,500                | -  |
| 400 LE FINANCING AUTHORITY FUND                  | 8,885,902                             | 289,000         | 565,000               | 8,609,902  |



| FUND   | BEGINNING             | REVENUES              | APPROPRIATIONS        | PROJECTED                 |
|--|-----------------------|-----------------------|-----------------------|---------------------------|
|  | FUND<br>BALANCE       |                       |                       | ENDING<br>FUND<br>BALANCE |
| 402 LEFFA 2017 LOCAL OBLIGATIN BONDS FUND      | 3,993,901             | 160,000               | 293,550               | 3,860,351                 |
| 403 LEFFA 2020A REVENUE REFUNDING BONDS        | 14,852,524            | 489,600               | 1,764,600             | 13,577,524                |
| 404 LEFFA 2021 REVENUE REFUNDING BONDS         | 32,229,401            | 750,000               | 2,260,000             | 30,719,401                |
| 405 LEFFA 2021B REVENUE REFUNDING BONDS        | 10,324,838            | 404,000               | 575,900               | 10,152,938                |
| 406 LEFFA 2021A REVENUE REFUNDING BONDS        | 9,495                 | 1,065,505             | 1,075,000             | -                         |
| 407 LEFFA 2022A REVENUE REFUNDING BONDS        | 25,088,893            | 4,061,890             | 22,785,580            | 6,365,203                 |
| 510 SARDA AREA I, II, III FUNDS                | (26,600,129)          | 22,366,153            | 9,636,180             | (13,870,156)              |
| 603 PUBLIC PURPOSE TRUST - CARL GRAVES FUND    | 59,341                | 4,500                 | 640                   | 63,201                    |
| 604 ENDOWMENT TRUST - ADOLPH KORN FUND         | 33,724                | 1,500                 | 630                   | 34,594                    |
| 617 SARDA HOUSING FUND                         | 61,084,500            | 7,077,550             | 1,050,000             | 67,112,050                |
| 630 LAKE WATER MANAGEMENT ESCROW FUND          | 3,290,039             | 1,650,000             | 4,940,039             | -                         |
| 631 DESTRATIFICATION EQUIPMENT REPLACEMENT     | 503,977               | 100,000               | 603,977               | -                         |
| 739 LEPFA 2014 SERIES B FUND                   | 14,766,659            | 611,320               | 1,331,320             | 14,046,659                |
| 740 LEPFA 2015 FUND                            | 88,320,333            | 3,752,520             | 7,197,520             | 84,875,333                |
| 741 LEPFA 2015 SERIES A FUND                   | 2,754,250             | 100,000               | 156,390               | 2,697,860                 |
| <b>Fund: AD/CFD/LERA/PFA SUBTOTALS</b>         | <b>272,436,905</b>    | <b>65,195,838</b>     | <b>109,220,053</b>    | <b>228,412,690</b>        |
| <b>FY2024-25 ADOPTED CAPITAL BUDGET</b>        |                       |                       |                       |                           |
| 105 GENERAL PROJECTS (OPER & CIP)              | 21,355                | -                     | 21,355                | -                         |
| 109 SBI ROAD MAINTENANCE AND REHAB             | 1,848,842             | 1,861,959             | 3,710,801             | -                         |
| 111 TUMF CAPITAL PROJECT FUND                  | -                     | 10,000,000            | 10,000,000            | -                         |
| 112 MEASURE A FUND                             | 756,373               | 2,303,000             | 3,059,373             | -                         |
| 113 SB821 FUND                                 | -                     | 150,000               | 150,000               | -                         |
| 116 CITY HALL/P.W. DIF FUND                    | 72,316                | 204,000               | 276,316               | -                         |
| 117 COMMUNTY CENTER DIF FUND                   | 312,412               | 104,000               | 400,000               | 16,412                    |
| 118 LAKE SIDE FACILITIES DIF FUND              | 55,032                | 165,000               | 220,032               | -                         |
| 119 ANIMAL SHELTER FACILITY DIF FUND           | -                     | 40,600                | 40,000                | -                         |
| 121 TOTAL ROAD IMPROVEMENT PRGM (TRIP)         | -                     | 491,675               | 491,675               | -                         |
| 140 GEOTHERMAL FUND                            | 14,039                | 300                   | 14,339                | -                         |
| 150 CBDG FUND                                  | -                     | 1,317,890             | 1,317,890             | -                         |
| 160 PEG GRANT FUND                             | 8,223                 | 15,600                | 23,823                | -                         |
| 203 SUMMERLY TRAFFIC INFRASTRUCTURE FEE (ELSP) | 3,485,332             | 35,000                | 3,520,332             | -                         |
| 205 TRAFFICE IMPACT FEE FUND                   | 171,912               | 456,000               | 627,912               | -                         |
| 211 STORM DRAIN CIP FUND                       | 3,416,359             | 260,000               | 3,676,359             | -                         |
| 221 QUIMBY FUND                                | 2,864                 | 128,500               | 131,364               | -                         |
| 231 LIBRARY CIP DIF FUND                       | 883,546               | 51,000                | 934,546               | -                         |
| 232 FIRE PROTECTION DIF FUND                   | 828,879               | 120,000               | 948,879               | -                         |
| 500 CAPITAL IMPROVEMENT PLAN FUND              | 17,796,382            | 82,690,615            | 100,486,997           | -                         |
| 540 SARDA DIAMOND STADIUM FUND                 | 423,660               | 1,463,371             | 1,887,031             | -                         |
| 605 PUBLIC IMPROVEMENTS IN-LIEU FUND           | 1,830,067             | 100,000               | 1,930,067             | -                         |
| 606 AB2766 AIR POLLUTION REDUCTION FUND        | 116,655               | 66,000                | 182,655               | -                         |
| <b>CAPITAL BUDGET SUBTOTALS</b>                | <b>32,044,248</b>     | <b>102,024,510</b>    | <b>134,052,346</b>    | <b>16,412</b>             |
| <b>TOTALS</b>                                  | <b>\$ 361,884,340</b> | <b>\$ 287,418,039</b> | <b>\$ 379,310,082</b> | <b>\$ 269,992,297</b>     |



## Major Revenue Sources

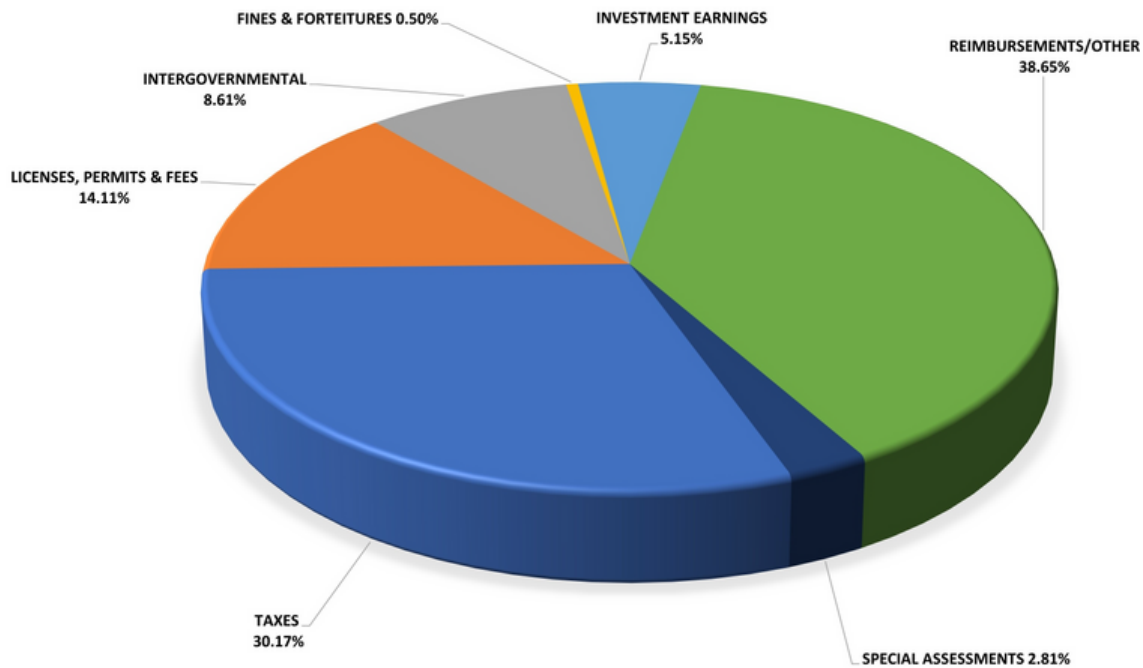
|                                     | General<br>Fund | Special<br>Revenue/Debt<br>Funds/CIP | Internal<br>Service<br>Funds | Enterprise<br>Funds | SARDA      | Total<br>Revenues |
|-------------------------------------|-----------------|--------------------------------------|------------------------------|---------------------|------------|-------------------|
| <b>TAXES</b>                        |                 |                                      |                              |                     |            |                   |
| Sales Tax                           | \$ 17,087,000   |                                      |                              |                     |            | \$ 17,087,000     |
| Measure Z                           |                 | 16,794,000                           |                              |                     |            | 16,794,000        |
| Property Tax                        | 11,614,320      |                                      |                              |                     | 22,350,000 | 33,964,320        |
| Franchise Tax                       | 2,883,910       |                                      |                              |                     |            | 2,883,910         |
| Property Transfer Tax               | 378,640         |                                      |                              |                     |            | 378,640           |
| Other Tax                           | 17,510          |                                      |                              |                     |            | 17,510            |
| Transient Occupancy Tax             | 621,960         |                                      |                              |                     |            | 621,960           |
| Fire Service Tax Credit/Destrat     | 5,382,550       | 100,000                              |                              |                     |            | 5,482,550         |
| PEG Fees                            |                 | 15,000                               |                              |                     |            | 15,000            |
| <b>LICENSES, PERMITS &amp; FEES</b> |                 |                                      |                              |                     |            |                   |
| Building Permit Fee                 | 1,462,920       |                                      |                              |                     |            | 1,462,920         |
| Business License                    | 463,500         |                                      |                              |                     |            | 463,500           |
| Special Event Fees                  | 51,810          |                                      |                              |                     |            | 51,810            |
| Encroachment Permit                 | 212,180         |                                      |                              |                     |            | 212,180           |
| D.A. Prop 64                        | 1,133,000       |                                      |                              |                     |            | 1,133,000         |
| Temp/Conditional Use Permit         | 41,200          |                                      |                              |                     |            | 41,200            |
| Fees                                |                 |                                      |                              |                     |            |                   |
| City Clerk                          | 13,850          |                                      |                              |                     |            | 13,850            |
| Community Development               | 2,556,610       |                                      |                              |                     |            | 2,556,610         |
| Engineering                         | 2,271,630       |                                      |                              |                     |            | 2,271,630         |
| Community Services                  | 266,360         |                                      |                              |                     |            | 266,360           |
| Administration                      | 509,280         |                                      |                              |                     |            | 509,280           |
| Facility Rentals - Other            | 780,190         |                                      |                              |                     |            | 780,190           |
| Fire Prevention                     | 142,400         |                                      |                              |                     |            |                   |
| DIF Fees                            |                 | 1,445,000                            |                              |                     |            | 1,445,000         |
| Affordable Housing In-Lieu          |                 | 440,000                              |                              |                     |            | 440,000           |
| Developer Agreement                 |                 | 200,000                              |                              |                     |            | 200,000           |
| NPDES                               |                 | 1,551,150                            |                              |                     |            | 1,551,150         |
| Launch Pointe                       |                 |                                      |                              | 5,501,900           |            | 5,501,900         |
| Charges For Service                 |                 |                                      | 5,600,016                    |                     |            | 5,600,016         |
| CASp                                |                 | 20,000                               |                              |                     |            | 20,000            |
| T.U.M.F.                            |                 | 10,000,000                           |                              |                     |            | 10,000,000        |
| Diamond Stadium                     |                 | 1,463,371                            |                              |                     |            | 1,463,371         |
| <b>INTERGOVERNMENTAL</b>            |                 |                                      |                              |                     |            |                   |
| Vehicle License Fees                | 97,590          |                                      |                              |                     |            | 97,590            |
| State Mandate Costs                 | 419,210         |                                      |                              |                     |            | 419,210           |
| Gas Tax                             |                 | 1,987,248                            |                              |                     |            | 1,987,248         |
| Federal/County/State Grants         |                 | 15,728,743                           |                              |                     |            | 15,728,743        |
| County                              |                 |                                      |                              |                     |            |                   |
| Measure A                           |                 | 2,278,000                            |                              |                     |            | 2,278,000         |
| SB821                               |                 | 150,000                              |                              |                     |            | 150,000           |
| CDBG                                |                 | 1,317,890                            |                              |                     |            | 1,317,890         |
| AB2766                              |                 | 60,000                               |                              |                     |            | 60,000            |
| <b>FINES &amp; FORFEITURES</b>      | 1,016,670       | 260,570                              |                              |                     |            | 1,277,240         |
| <b>INVESTMENT EARNINGS</b>          | 423,330         | 12,745,835                           |                              |                     | 16,153     | 13,185,318        |
| <b>REIMBURSEMENTS/OTHER</b>         |                 |                                      |                              |                     |            |                   |
| Capital Improvement Program         |                 | 82,690,615                           |                              |                     |            | 82,690,615        |
| Public Safety                       | 532,570         |                                      |                              |                     |            | 532,570           |





|  |                      |                       |                     |                     |                      |                       |
|--|----------------------|-----------------------|---------------------|---------------------|----------------------|-----------------------|
| Street Program                         | 1,000,000            | 1,150,028             |                     |                     |                      | 2,150,028             |
| Other                                  | 12,598,200           | 963,130               |                     |                     |                      | 13,561,330            |
| <b>SPECIAL ASSESSMENTS</b>             | 7,194,960            |                       |                     |                     |                      | 7,194,960             |
| <b>TOTAL REVENUE and OTHER SOURCES</b> | <b>\$ 71,173,350</b> | <b>\$ 151,360,580</b> | <b>\$ 5,600,016</b> | <b>\$ 5,501,900</b> | <b>\$ 22,366,153</b> | <b>\$ 255,859,599</b> |

|  | General Fund         | Special Revenue/Debt Funds | Internal Service Funds | Enterprise Funds    | SARDA                | Total Revenues        |
|--|----------------------|----------------------------|------------------------|---------------------|----------------------|-----------------------|
| <b>TAXES</b>                           | \$ 37,985,890        | \$ 16,909,000              | \$ -                   | \$ -                | \$ 22,350,000        | \$ 77,244,890         |
| LICENSES, PERMITS & FEES               | 9,904,930            | 15,119,521                 | 5,600,016              | 5,501,900           | -                    | 36,126,367            |
| INTERGOVERNMENTAL                      | 516,800              | 21,521,881                 | -                      | -                   | -                    | 22,038,681            |
| FINES & FORFEITURES                    | 1,016,670            | 260,570                    | -                      | -                   | -                    | 1,277,240             |
| INVESTMENT EARNINGS                    | 423,330              | 12,745,835                 | -                      | -                   | 16,153               | 13,185,318            |
| REIMBURSEMENTS/OTHER                   | 14,130,770           | 84,803,773                 | -                      | -                   | -                    | 98,934,543            |
| SPECIAL ASSESSMENTS                    | 7,194,960            | -                          | -                      | -                   | -                    | 7,194,960             |
| <b>TOTAL REVENUE and OTHER SOURCES</b> | <b>\$ 71,173,350</b> | <b>\$ 151,360,580</b>      | <b>\$ 5,600,016</b>    | <b>\$ 5,501,900</b> | <b>\$ 22,366,153</b> | <b>\$ 256,001,999</b> |



# General Fund Revenues

The General Fund is the main operating fund for the City of Lake Elsinore. It is used to account for all financial resources for the City that are not restricted to a special purpose and otherwise required to be accounted for in another fund. The General Fund provides the resources necessary to sustain the day-to-day activities and pays for all administrative and operating expenditures.

## Taxes: 53.4%

**Sales and Use Tax:** In accordance with the California Revenue and Taxation code, the State of California imposes 8.75% sales and use tax on all taxable sales in the City. Of the 8.75%, the City receives 1% of the taxable sales in the City. As a result, the FY2024-2025 revenue projections for sales tax reflect a 2.6% reduction from FY2023-2024 estimates.

**Property Tax:** The valuation of property tax in the City is determined by the Riverside County Tax Assessor. The County levies a base tax at the rate of 1% of the assessed valuation. Approximately 4.78% of the base 1% levy is allocated to the City. The FY2024-2025 revenue estimate for property tax reflects a 3.4% increase over the projected FY2023-2024 amount.

**Franchise Fee:** The City imposes fees primarily on refuse hauling, gas, electric, and cable television operating in the City. The fee is 5% of gross receipts for utility companies and \$3,000 per year for towing companies. Overall, a 3% increase is projected in FY2024-2025 from the FY2023-2024 estimated amounts.

**Property Transfer Tax:** The Lake Elsinore Municipal Code authorizes the imposition of a transfer tax on real property sold in the City. The tax rate is \$0.275 for each \$500 purchase value. The amount projected for FY2024-2025. Overall, a 3% increase is projected in FY2024-2025 from FY2023-2024.

**Transient Occupancy Tax (TOT):** This is a 10% tax collected by the City on the amount of all transient (30 days or less) lodging rentals. TOT is projected to increase 3% from \$603,840 in FY2023-2024 to \$621,955 in FY2024-2025.

**Fire Service Tax Credit:** The City receives an estimated credit on its quarterly invoices from the County Fire Department. This credit is a structural fire tax incorporated with property tax that is assessed to homeowners within the County. The Fire Service Tax Credit for FY2024-2025 is estimated at \$5,362,550 a 27.2% increase from the prior year.

## Reimbursements & Other: 19.9%

This category is projected to increase by 0.2% over the prior year to \$14,130,770 in FY2024-2025. Reimbursements include the transfer of funds from Capital Improvement Program (CIP) projects to offset administration charged to the General Fund. This amount fluctuates each year, as CIP activity varies. Measure Z funds also increased from the prior year.

## License, Permits & Fees: 13.9%

**Building Permits:** These charges comprise building permit activities within the City. This category is projected to increase \$42,610 from the prior year.

**Fees:** These charges are projected to increase 6.6% from \$5,944,390 to \$6,337,620 in FY2024-2025.

**License and Permits and Other:** Projected to be \$2,104,390 for FY2024-2025.

## Special Assessments: 10.1%

Fees or service charges are imposed on the user for a service type for operating activities and does not result in the purchase or construction of fixed assets. In FY2024-2025, Special Assessment revenue is projected to increase to \$205,600 from an estimated \$6,989,360 in FY2023-2024 to \$7,194,960 in FY2024-2025.

## Intergovernmental: 0.7%

Intergovernmental revenues include grants and other sources of revenue from governmental agencies. Major intergovernmental revenues include Motor Vehicle in Lieu and the Motor Vehicle in Lieu Triple Flip, FEMA Grants, Lake Grants, and Homeless Grants. The estimated intergovernmental revenue for FY2024-2025 increased by \$73,310.



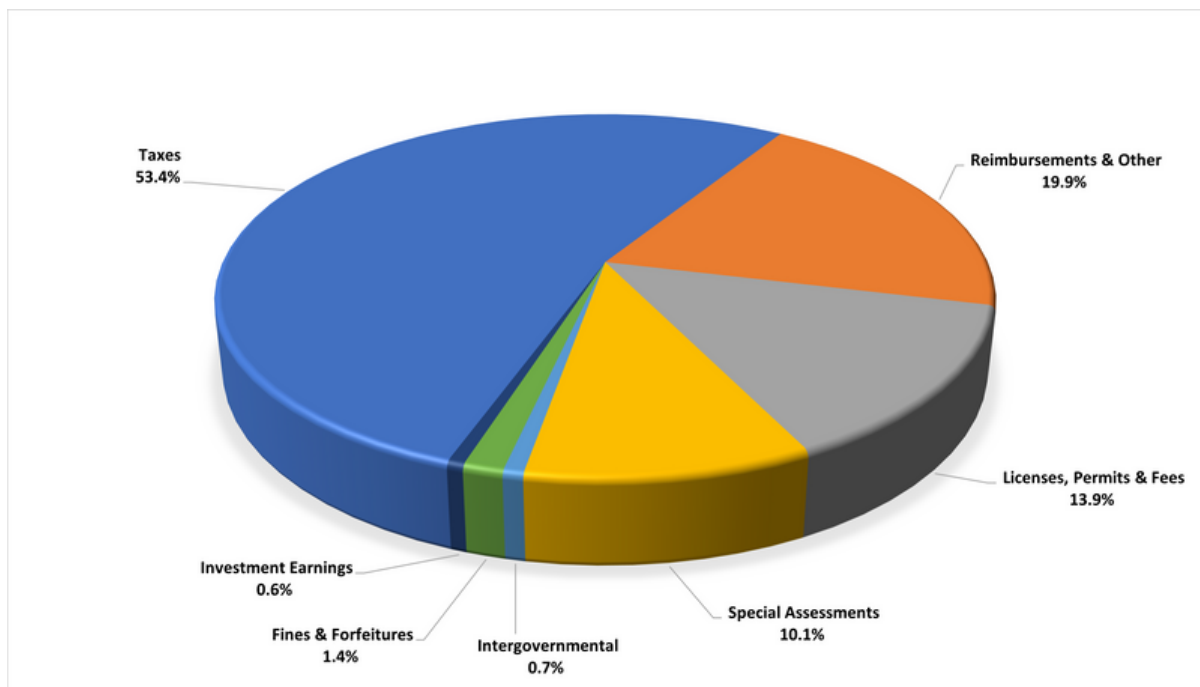
### Fines & Forfeitures: 1.4%

The City Vehicle and Penal Codes impose fines and penalties for traffic violations and vehicular parking. These revenues are collected by Riverside County through the County court system and a portion is distributed to the City, less an administrative fee. The City has the responsibility for administering and collecting parking citation fines. In FY2024-2025 \$1,016,670, an increase of \$29,620 from the prior year.

### Investment Earnings: 0.6%

The City pools its available cash from various funds and invests in instruments allowed in the City's investment policy approved by City Council. Earnings are allocated to various funds on the basis of proportionate cash balances. Projected investment earnings for FY2024-2025 are increased by \$12,330 from the prior fiscal year.

## Major Revenue Sources for FY 2024 - 2025



## Expenditures Summary by Department - General Fund

|   | SALARIES &<br>BENEFITS | OPERATIONS &<br>MAINTENANCE | DEBT SERVICE        | CHARGES FOR<br>SERVICES | TOTAL                |
|---|------------------------|-----------------------------|---------------------|-------------------------|----------------------|
| <b>General Government</b>               |                        |                             |                     |                         |                      |
| City Council                            | \$ 149,000             | \$ 104,650                  | \$ -                | \$ 101,120              | <b>\$ 354,770</b>    |
| Community Support                       | 412,360                | 75,000                      | -                   | 116,900                 | <b>604,260</b>       |
| City Clerk                              | 608,750                | 317,590                     | -                   | 168,680                 | <b>1,095,020</b>     |
| City Attorney                           | -                      | 661,380                     | -                   | 13,810                  | <b>675,190</b>       |
| City Manager                            | 1,143,870              | 67,400                      | -                   | 121,960                 | <b>1,333,230</b>     |
| <b>Total General Government</b>         | <b>2,313,980</b>       | <b>1,226,020</b>            | <b>-</b>            | <b>522,470</b>          | <b>4,062,470</b>     |
| <b>Administrative Services</b>          |                        |                             |                     |                         |                      |
| Finance                                 | 1,229,420              | 195,650                     | -                   | 241,240                 | <b>1,666,310</b>     |
| Human Resources                         | 544,040                | 171,440                     | -                   | 75,050                  | <b>790,530</b>       |
| <b>Total Administrative Services</b>    | <b>1,773,460</b>       | <b>367,090</b>              | <b>-</b>            | <b>316,290</b>          | <b>2,456,840</b>     |
| <b>Public Safety</b>                    |                        |                             |                     |                         |                      |
| Police Services                         | -                      | 19,388,060                  | -                   | 142,970                 | <b>19,531,030</b>    |
| Fire Services                           | -                      | 12,036,050                  | -                   | 100,400                 | <b>12,136,450</b>    |
| Fire Prevention                         | -                      | 744,780                     | -                   | 150,120                 | <b>894,900</b>       |
| Animal Services                         | -                      | 975,990                     | 233,050             | -                       | <b>1,209,040</b>     |
| Emergency Services                      | 264,140                | 119,650                     | -                   | 47,670                  | <b>431,460</b>       |
| <b>Total Public Safety</b>              | <b>264,140</b>         | <b>33,264,530</b>           | <b>233,050</b>      | <b>441,160</b>          | <b>34,202,880</b>    |
| <b>Community Development</b>            |                        |                             |                     |                         |                      |
| Planning & Zoning                       | 1,487,600              | 457,160                     | -                   | 297,900                 | <b>2,242,660</b>     |
| Building & Safety                       | 1,202,810              | 203,850                     | -                   | 322,850                 | <b>1,729,510</b>     |
| Code Enforcement                        | 1,203,530              | 639,200                     | -                   | 358,960                 | <b>2,201,690</b>     |
| <b>Total Community Development</b>      | <b>3,893,940</b>       | <b>1,300,210</b>            | <b>-</b>            | <b>979,710</b>          | <b>6,173,860</b>     |
| <b>Economic Development</b>             |                        |                             |                     |                         |                      |
| Economic Development                    | 584,720                | 449,950                     | -                   | 68,340                  | <b>1,103,010</b>     |
| <b>Total Economic Development</b>       | <b>584,720</b>         | <b>449,950</b>              | <b>-</b>            | <b>68,340</b>           | <b>1,103,010</b>     |
| <b>Public Services</b>                  |                        |                             |                     |                         |                      |
| Engineering                             | 2,386,870              | 1,382,400                   | -                   | 364,680                 | <b>4,133,950</b>     |
| Public Works - Administration           | 3,038,255              | 282,525                     | -                   | 1,487,330               | <b>4,808,110</b>     |
| Park Maintenance                        | 1,709,100              | 2,322,500                   | -                   | -                       | <b>4,031,600</b>     |
| Lake Maintenance                        | 316,660                | 1,045,400                   | -                   | -                       | <b>1,362,060</b>     |
| <b>Total Public Services</b>            | <b>7,450,885</b>       | <b>5,032,825</b>            | <b>-</b>            | <b>1,852,010</b>        | <b>14,335,720</b>    |
| <b>Community Services</b>               |                        |                             |                     |                         |                      |
| Recreation                              | 1,531,490              | 460,350                     | -                   | 305,610                 | <b>2,297,450</b>     |
| Community Center                        | 701,900                | 443,700                     | -                   | 250,110                 | <b>1,395,710</b>     |
| Senior Center                           | 508,840                | 65,250                      | -                   | 336,720                 | <b>910,810</b>       |
| Neighborhood Center                     | 689,500                | 135,750                     | -                   | 213,820                 | <b>1,039,070</b>     |
| <b>Total Community Services</b>         | <b>3,431,730</b>       | <b>1,105,050</b>            | <b>-</b>            | <b>1,106,260</b>        | <b>5,643,040</b>     |
| <b>Non-Departmental</b>                 |                        |                             |                     |                         |                      |
| Non-Departmental                        | -                      | 632,000                     | 2,563,530           | -                       | <b>3,195,530</b>     |
| <b>Total Non-Departmental</b>           | <b>-</b>               | <b>632,000</b>              | <b>2,563,530</b>    | <b>-</b>                | <b>3,195,530</b>     |
| <b>Total Expenditures By Department</b> | <b>\$ 19,712,855</b>   | <b>\$ 43,377,675</b>        | <b>\$ 2,796,580</b> | <b>\$ 5,286,240</b>     | <b>\$ 71,173,350</b> |

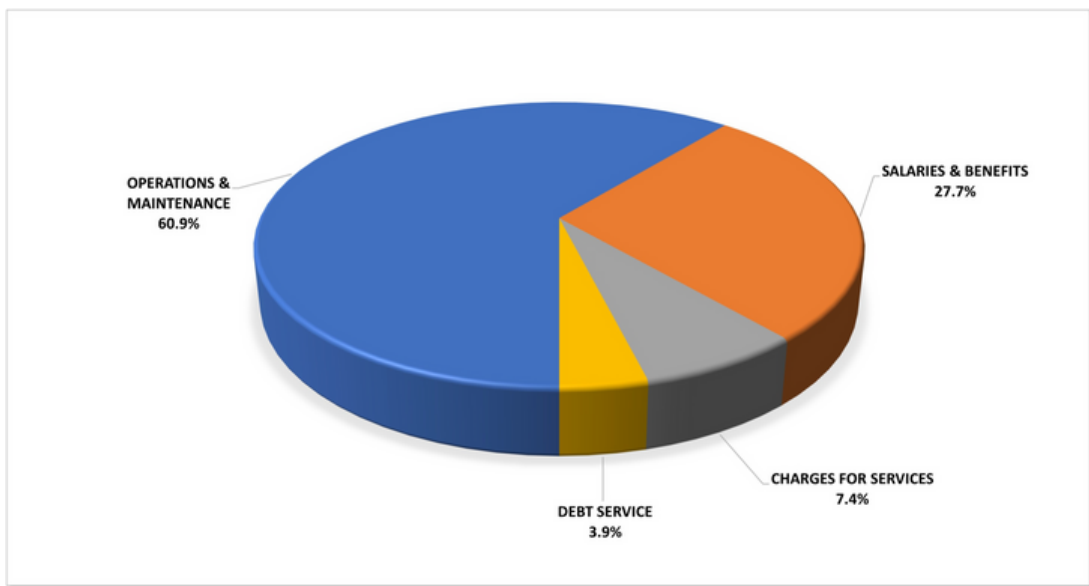


The General Fund is the main operating fund for the City of Lake Elsinore. It is used to account for all financial resources for the city that are not restricted to a special purpose and otherwise required to be accounted for in another fund. The General Fund provides the resources necessary to sustain the day-to-day activities and pays for all administrative and operating expenses.

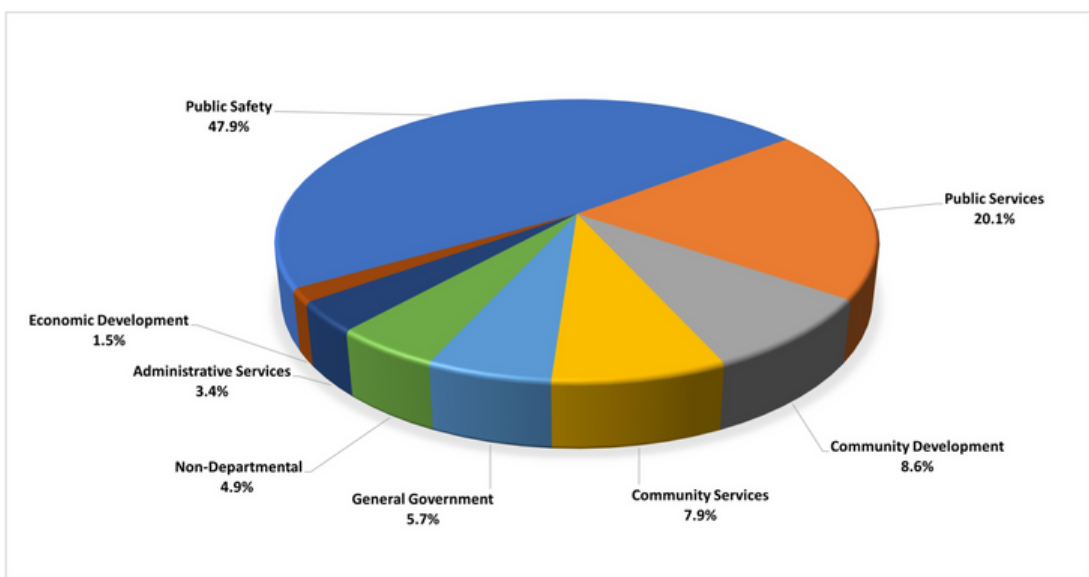
The proposed budget of \$71,173,350 million reflects an increase in General Fund expenditures of \$2,017,120 or 2.92 % from the fiscal year 2023-24 projected budget.

The City has continued to focus on reorganizing department structures to streamline processes and enhance efficiencies without reducing essential public services to the community. The following is a summary of important items by the department in the proposed Annual Operating Budget for the Fiscal Year 2024-2025.

## Percentage of Expenditures by Expense Type



## Percentage of Expenditures by Department





## Summary of Revenues, Expenditures, and Changes in Fund Balance - General Fund

|                                 | FY21-22<br>ACTUALS | FY22-23<br>ACTUALS | FY23-24<br>ADOPTED<br>BUDGET | FY24-25<br>ADOPTED<br>BUDGET | \$Inc/(Dec)      | % Inc/<br>(Dec) |
|---------------------------------|--------------------|--------------------|------------------------------|------------------------------|------------------|-----------------|
| <b>Revenues:</b>                |                    |                    |                              |                              |                  |                 |
| Sales Tax                       | \$ 16,445,263      | \$ 15,746,683      | \$ 17,543,480                | \$ 17,087,000                | \$ (456,480)     | -2.60%          |
| Property Tax                    | 9,606,584          | 10,453,295         | 11,237,300                   | 11,614,320                   | 377,020          | 3.36%           |
| Franchise Tax                   | 2,901,961          | 3,302,290          | 2,799,910                    | 2,883,910                    | 84,000           | 3.00%           |
| Building Permit Fee             | 1,511,782          | 953,803            | 1,420,310                    | 1,462,920                    | 42,610           | 3.00%           |
| Property Transfer Tax           | 621,757            | 368,479            | 367,610                      | 378,640                      | 11,030           | 3.00%           |
| Other Taxes                     | 779,621            | 657,963            | 620,840                      | 639,470                      | 18,630           | 3.00%           |
| Licenses & Permits              | 1,711,503          | 1,901,867          | 2,043,390                    | 2,104,390                    | 61,000           | 2.99%           |
| Intergovernmental               | 181,362            | 347,004            | 443,490                      | 516,800                      | 73,310           | 16.53%          |
| Fees                            | 5,408,860          | 3,614,438          | 5,944,390                    | 6,337,620                    | 393,230          | 6.62%           |
| Fines & Forfeitures             | 881,791            | 843,740            | 987,050                      | 1,016,670                    | 29,620           | 3.00%           |
| Tax Credit                      | 3,722,847          | 3,869,416          | 4,248,380                    | 5,382,550                    | 1,134,170        | 26.70%          |
| Investment Earnings             | (619,754)          | 435,013            | 411,000                      | 423,330                      | 12,330           | 3.00%           |
| Reimbursements & Other          | 7,663,323          | 9,332,069          | 12,582,660                   | 12,598,200                   | 15,540           | 0.12%           |
| Special Assessments             | 5,659,438          | 5,957,127          | 6,989,360                    | 7,194,960                    | 205,600          | 2.94%           |
| Reimbursements - Public Safety  | 391,966            | 352,586            | 517,060                      | 532,570                      | 15,510           | 3.00%           |
| Reimbursements - Street Program | 800,000            | 800,000            | 1,000,000                    | 1,000,000                    | -                | 0.00%           |
| <b>Total Revenues</b>           | <b>57,668,304</b>  | <b>58,935,773</b>  | <b>69,156,230</b>            | <b>71,173,350</b>            | <b>2,017,120</b> | <b>2.92%</b>    |

### Expenditures by Department:

#### General Government:

|                         |            |            |            |            |           |        |
|-------------------------|------------|------------|------------|------------|-----------|--------|
| City Council            | \$ 240,045 | \$ 291,610 | \$ 317,370 | \$ 354,770 | \$ 37,400 | 11.78% |
| Community Support       | 564,015    | 405,457    | 624,060    | 604,260    | (19,800)  | -3.17% |
| City Clerk              | 703,549    | 741,437    | 901,650    | 1,095,020  | 193,370   | 21.45% |
| City Attorney           | 667,277    | 851,967    | 676,210    | 675,190    | (1,020)   | -0.15% |
| City Manager            | 862,325    | 1,338,511  | 1,396,520  | 1,333,230  | (63,290)  | -4.53% |
| Administrative Services |            |            |            |            |           |        |
| Finance                 | 1,304,991  | 1,391,476  | 1,707,600  | 1,666,310  | (41,290)  | -2.42% |
| Human Resources         | 540,819    | 542,186    | 725,650    | 790,530    | 64,880    | 8.94%  |

#### Public Safety:

|                    |            |            |            |            |           |        |
|--------------------|------------|------------|------------|------------|-----------|--------|
| Police Services    | 15,876,391 | 16,727,969 | 18,652,220 | 19,531,030 | 878,810   | 4.71%  |
| Fire Services      | 8,015,325  | 9,409,288  | 11,004,250 | 12,136,450 | 1,132,200 | 10.29% |
| Fire Prevention    | 496,565    | 575,673    | 846,770    | 894,900    | 48,130    | 5.68%  |
| Animal Services    | 814,818    | 906,465    | 984,500    | 1,209,040  | 224,540   | 22.81% |
| Emergency Services | 22,562     | 417,936    | 422,630    | 431,460    | 8,830     | 2.09%  |

#### Community Development:

|                   |           |           |           |           |           |         |
|-------------------|-----------|-----------|-----------|-----------|-----------|---------|
| Planning          | 1,328,697 | 1,966,663 | 2,714,590 | 2,242,660 | (471,930) | -17.38% |
| Building & Safety | 1,486,756 | 1,517,827 | 1,747,650 | 1,729,510 | (18,140)  | -1.04%  |
| Code Enforcement  | 1,501,144 | 1,711,941 | 2,227,440 | 2,201,690 | (25,750)  | -1.16%  |

#### Economic Development:

|                      |         |         |         |           |         |        |
|----------------------|---------|---------|---------|-----------|---------|--------|
| Economic Development | 334,526 | 339,820 | 644,540 | 1,103,010 | 458,470 | 71.13% |
|----------------------|---------|---------|---------|-----------|---------|--------|

#### Public Services:

|                  |           |           |           |           |           |        |
|------------------|-----------|-----------|-----------|-----------|-----------|--------|
| Engineering      | 2,925,212 | 3,157,786 | 3,953,000 | 4,133,950 | 180,950   | 4.58%  |
| Public Works     | 3,803,629 | 4,254,745 | 5,263,920 | 4,808,110 | (455,810) | -8.66% |
| Park Maintenance | 2,941,158 | 3,417,791 | 4,061,510 | 4,031,600 | (29,910)  | -0.74% |
| Lake Maintenance | 1,203,235 | 1,364,283 | 1,371,520 | 1,362,060 | (9,460)   | -0.69% |



**Community Services:**

|                                     |                          |                          |                          |                          |                         |                     |
|-------------------------------------|--------------------------|--------------------------|--------------------------|--------------------------|-------------------------|---------------------|
| Recreation                          | 1,150,638                | 1,381,043                | 2,383,470                | 2,297,450                | (86,020)                | -3.61%              |
| Community Center                    | 767,923                  | 869,954                  | 1,165,950                | 1,395,710                | 229,760                 | 19.71%              |
| Senior Center                       | 492,561                  | 692,979                  | 856,740                  | 910,810                  | 54,070                  | 6.31%               |
| Neighborhood Center                 | 484,300                  | 650,318                  | 1,063,070                | 1,039,070                | (24,000)                | -2.26%              |
| <b>Non-Departmental - Operating</b> | <b>5,497,813</b>         | <b>3,119,647</b>         | <b>3,443,400</b>         | <b>3,195,530</b>         | <b>(247,870)</b>        | <b>-7.20%</b>       |
| <b>Total Expenditures</b>           | <b><u>54,026,274</u></b> | <b><u>58,044,772</u></b> | <b><u>69,156,230</u></b> | <b><u>71,173,350</u></b> | <b><u>2,017,120</u></b> | <b><u>2.92%</u></b> |

Excess of Revenues Over (Under)

|              |           |         |   |   |   |
|--------------|-----------|---------|---|---|---|
| Expenditures | 3,642,030 | 891,001 | - | - | - |
|--------------|-----------|---------|---|---|---|

**Operating Transfers:**

|                         |   |   |   |   |   |
|-------------------------|---|---|---|---|---|
| Operating Transfers In  | - | - | - | - | - |
| Operating Transfers out | - | - | - | - | - |

Excess of Revenues Over (Under)

|                                      |           |         |   |   |   |
|--------------------------------------|-----------|---------|---|---|---|
| Expenditures & Op Transfers In/(Out) | 3,642,030 | 891,001 | - | - | - |
|--------------------------------------|-----------|---------|---|---|---|

**Estimated Year-End Adjustments**

|                            |            |            |            |            |
|----------------------------|------------|------------|------------|------------|
| Fund Balance, Beg. of Year | 14,735,680 | 18,377,710 | 19,268,711 | 19,268,711 |
|----------------------------|------------|------------|------------|------------|

|                           |                      |                      |                      |                      |
|---------------------------|----------------------|----------------------|----------------------|----------------------|
| Fund Balance, End of Year | <u>\$ 18,377,710</u> | <u>\$ 19,268,711</u> | <u>\$ 19,268,711</u> | <u>\$ 19,268,711</u> |
|---------------------------|----------------------|----------------------|----------------------|----------------------|

**Detail of Fund Balance****Nonspendable:**

|                            |           |           |           |           |
|----------------------------|-----------|-----------|-----------|-----------|
| Deposits and prepaid items | \$ 32,002 | \$ 23,690 | \$ 23,690 | \$ 23,690 |
| Loans Receivable           | 1,000,000 | 1,000,000 | 1,000,000 | 1,000,000 |

**Assigned**

|                           |            |            |            |            |
|---------------------------|------------|------------|------------|------------|
| Uncertainty reserve (20%) | 10,805,255 | 11,608,954 | 13,831,246 | 14,234,670 |
|---------------------------|------------|------------|------------|------------|

**Unassigned**

|                     |           |           |           |           |
|---------------------|-----------|-----------|-----------|-----------|
| Unallocated reserve | 6,540,453 | 6,636,067 | 4,413,775 | 4,010,351 |
|---------------------|-----------|-----------|-----------|-----------|

|                                 |                             |                             |                             |                             |
|---------------------------------|-----------------------------|-----------------------------|-----------------------------|-----------------------------|
| <b>Total Fund Balance (net)</b> | <b><u>\$ 18,377,710</u></b> | <b><u>\$ 19,268,711</u></b> | <b><u>\$ 19,268,711</u></b> | <b><u>\$ 19,268,711</u></b> |
|---------------------------------|-----------------------------|-----------------------------|-----------------------------|-----------------------------|



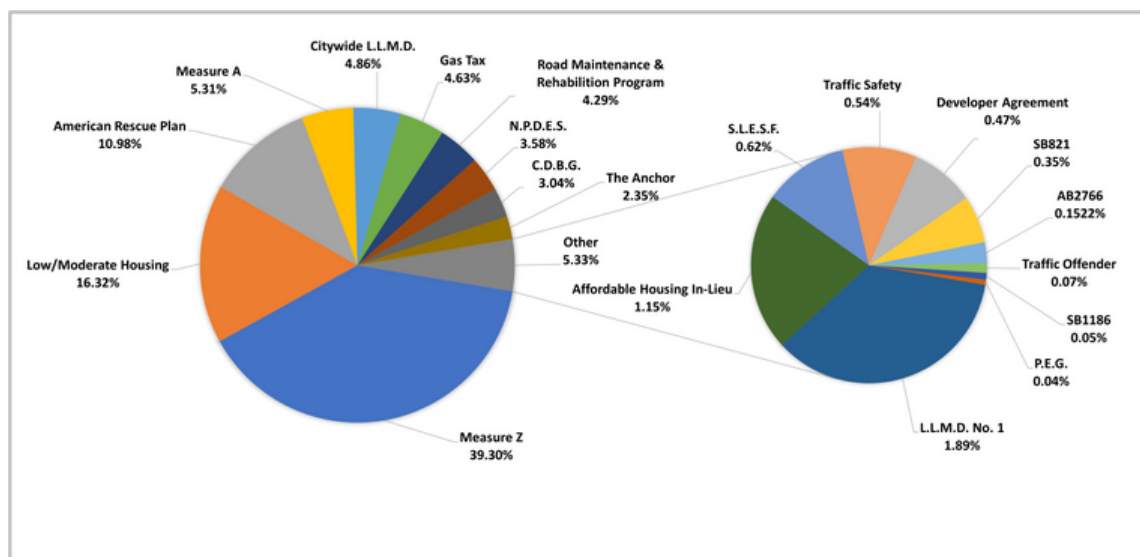
## Summary of Revenues, Expenditures, and Changes in Fund Balance - Special Revenue Funds

|   | FY 21-22<br>ACTUALS | FY 22-23<br>ACTUALS | FY 23 - 24<br>ADOPTED<br>BUDGET | FY24-25<br>ADOPTED<br>BUDGET | \$ Inc/ (Dec)      | % Inc/<br>(Dec) |
|---|---------------------|---------------------|---------------------------------|------------------------------|--------------------|-----------------|
| <b>Revenues:</b>                          |                     |                     |                                 |                              |                    |                 |
| S.L.E.S.F.                                | \$ 161,285          | \$ 175,879          | \$ 177,000                      | \$ 267,000                   | \$ 90,000          | 50.85%          |
| Measure Z                                 | 16,193,138          | 16,137,472          | 16,575,000                      | 17,044,000                   | 469,000            | 2.83%           |
| The Anchor                                | 1,006,383           | 875,798             | 1,210,480                       | 1,020,980                    | (189,500)          | -15.65%         |
| Traffic Offender                          | 21,153              | 19,250              | 30,000                          | 30,570                       | 570                | 1.90%           |
| Affordable Housing In-Lieu                | 353,925             | 97,942              | 212,500                         | 500,000                      | 287,500            | 135.29%         |
| Developer Agreement                       | 144,484             | 29,526              | 276,876                         | 204,000                      | (72,876)           | -26.32%         |
| American Rescue Plan                      | 7,345,297           | 1,053,002           | 115,000                         | 4,762,435                    | 4,647,435          | 4,041.25%       |
| Road Maintenance & Rehabilitation Program | 1,304,990           | 1,583,374           | 1,808,435                       | 1,861,959                    | 53,524             | 2.96%           |
| Gas Tax                                   | 1,527,961           | 1,834,645           | 1,948,055                       | 2,007,248                    | 59,193             | 3.04%           |
| Measure A                                 | 2,133,065           | 2,400,707           | 2,304,500                       | 2,303,000                    | (1,500)            | -0.07%          |
| SB821                                     | 250,904             | -                   | 463,766                         | 150,000                      | (313,766)          | -67.66%         |
| SB1186                                    | 10,650              | 12,489              | 13,000                          | 22,000                       | 9,000              | 69.23%          |
| Traffic Safety                            | 196,154             | 157,457             | 175,000                         | 235,000                      | 60,000             | 34.29%          |
| Citywide L.L.M.D.                         | 1,789,235           | 1,940,031           | 2,174,187                       | 2,109,162                    | (65,025)           | -2.99%          |
| L.L.M.D. No. 1                            | 738,109             | 759,079             | 791,059                         | 821,140                      | 30,081             | 3.80%           |
| Geothermal                                | (344)               | 200                 | 300                             | 300                          | -                  | n/a             |
| C.D.B.G.                                  | 724,511             | 476,802             | 1,042,020                       | 1,317,890                    | 275,870            | 26.47%          |
| N.P.D.E.S.                                | 327,249             | 352,495             | 1,198,170                       | 1,551,150                    | 352,980            | 29.46%          |
| P.E.G.                                    | 16,935              | 16,265              | 21,630                          | 15,600                       | (6,030)            | -27.88%         |
| AB2766                                    | 52,021              | 116,649             | 74,300                          | 66,000                       | (8,300)            | -11.17%         |
| Low/Moderate Housing                      | 8,835,831           | 2,783,589           | 7,699,835                       | 7,077,550                    | (622,285)          | -8.08%          |
| <b>Total Revenues</b>                     | <b>43,132,934</b>   | <b>30,822,653</b>   | <b>38,311,113</b>               | <b>43,366,984</b>            | <b>5,055,871</b>   | <b>13.20%</b>   |
| <b>Expenditures:</b>                      |                     |                     |                                 |                              |                    |                 |
| S.L.E.S.F.                                | \$ 161,285          | \$ 175,879          | \$ 177,000                      | \$ 267,000                   | \$ 90,000          | 50.85%          |
| Measure Z                                 | 6,071,288           | 14,858,131          | 31,404,235                      | 26,526,026                   | (4,878,209)        | -15.53%         |
| The Anchor                                | 1,244,715           | 872,315             | 1,210,480                       | 1,020,980                    | (189,500)          | -15.65%         |
| Traffic Offender                          | 21,153              | 19,250              | 30,000                          | 30,570                       | 570                | 1.90%           |
| Affordable Housing In-Lieu                | 52,174              | 31,167              | 4,168,033                       | 4,940,533                    | 772,500            | 18.53%          |
| Developer Agreement                       | 85,204              | 28,513              | 337,162                         | 649,134                      | 311,972            | 92.53%          |
| American Rescue Plan                      | 4,951,929           | 2,918,795           | 7,228,854                       | 4,762,435                    | (2,466,419)        | -34.12%         |
| Road Maintenance & Rehabilitation Program | 1,121,567           | 2,218,918           | 1,843,258                       | 3,710,801                    | 1,867,543          | 101.32%         |
| Gas Tax                                   | 1,272,121           | 1,998,279           | 2,038,270                       | 2,384,694                    | 346,424            | 17.00%          |
| Measure A                                 | 1,823,849           | 2,909,097           | 3,357,683                       | 3,059,373                    | (298,310)          | -8.88%          |
| SB821                                     | 250,810             | 51,335              | 463,766                         | 150,000                      | (313,766)          | -67.66%         |
| SB1186                                    | 1,719               | 1,567               | 2,100                           | 2,100                        | -                  | n/a             |
| Traffic Safety                            | 209,528             | 157,457             | 175,000                         | 235,000                      | 60,000             | 34.29%          |
| Citywide L.L.M.D.                         | 2,317,656           | 2,044,119           | 2,174,187                       | 2,213,250                    | 39,063             | 1.80%           |
| L.L.M.D. No. 1                            | 369,676             | 369,546             | 1,937,872                       | 809,120                      | (1,128,752)        | -58.25%         |
| Geothermal                                | -                   | -                   | 14,039                          | 14,339                       | 300                | 2.14%           |
| C.D.B.G.                                  | 669,749             | 142,915             | 1,042,020                       | 1,317,890                    | 275,870            | 26.47%          |
| N.P.D.E.S.                                | 381,137             | 248,828             | 1,198,170                       | 1,555,952                    | 357,782            | 29.86%          |
| P.E.G.                                    | -                   | -                   | 105,930                         | 23,823                       | (82,107)           | -77.51%         |
| AB2766                                    | 357,443             | 6,000               | 376,330                         | 182,655                      | (193,675)          | -51.46%         |
| Low/Moderate Housing                      | 1,268,783           | 902,433             | 1,050,000                       | 1,050,000                    | -                  | n/a             |
| <b>Total Expenditures</b>                 | <b>22,631,786</b>   | <b>29,954,545</b>   | <b>60,334,389</b>               | <b>54,905,675</b>            | <b>(5,428,714)</b> | <b>-9.00%</b>   |



|                                      |                              |                              |                             |                             |                     |        |
|--------------------------------------|------------------------------|------------------------------|-----------------------------|-----------------------------|---------------------|--------|
| Excess of Revenues Over (Under)      |                              |                              |                             |                             |                     |        |
| Expenditures                         | 20,501,148                   | 868,108                      | (22,023,276)                | (11,538,691)                | (372,843)           | -1.82% |
| <b>Operating Transfers:</b>          |                              |                              |                             |                             |                     |        |
| Operating Transfers In               | 4,065                        | 4,065                        | -                           | -                           | -                   | n/a    |
| Operating Transfers Out              | (24)                         | (24)                         | -                           | -                           | -                   | n/a    |
|                                      | 4,041                        | 4,041                        | -                           | -                           | -                   | n/a    |
| Excess of Revenues Over (Under)      |                              |                              |                             |                             |                     |        |
| Expenditures & Op Transfers In/(Out) | 20,505,189                   | 872,149                      | (22,023,276)                | (11,538,691)                | <u>\$ (372,843)</u> |        |
| Fund Balance, Beg. of Year           | 80,149,642                   | 100,654,831                  | 101,526,980                 | 79,503,704                  |                     |        |
| <b>Fund Balance, End of Year</b>     | <b><u>\$ 100,654,831</u></b> | <b><u>\$ 101,526,980</u></b> | <b><u>\$ 79,503,704</u></b> | <b><u>\$ 67,965,013</u></b> |                     |        |

## Special Revenue Funds - Revenue Percentage



# Summary of Revenues, Expenditures, and Changes in Fund Balance - Debt Service Funds

|   | FY 21-22<br>ACTUALS   | FY 22-23<br>ACTUALS   | FY23-24<br>ADOPTED<br>BUDGET | FY24-25<br>ADOPTED<br>BUDGET | \$ Inc/ (Dec)     | % Inc/<br>(Dec) |
|---|-----------------------|-----------------------|------------------------------|------------------------------|-------------------|-----------------|
| <b>Revenues:</b>                          |                       |                       |                              |                              |                   |                 |
| 2014 Revenue Bonds Series B               | \$ 675,623            | \$ 664,843            | \$ 700,000                   | \$ 611,320                   | \$ (88,680)       | -12.67%         |
| 2015 Revenue Bonds Series                 | 3,763,624             | 3,632,560             | 4,000,000                    | 3,752,520                    | (247,480)         | -6.19%          |
| 2015 Revenue Bonds Series A               | -                     | -                     | -                            | 100,000                      | 100,000           | n/a             |
| 2017 Revenue Bonds Series                 | 167,787               | 164,987               | 100,000                      | 160,000                      | 60,000            | 60.00%          |
| 2021 Revenue Bonds Series                 | 595,734               | 776,797               | 600,000                      | 750,000                      | 150,000           | 25.00%          |
| 2021 Revenue Bonds Series B               | 11,030,935            | 417,183               | 500,000                      | 404,000                      | (96,000)          | -19.20%         |
| 2020 Tax Allocation Reserve Bond Series A | 243,447               | 268,134               | 500,000                      | 489,600                      | (10,400)          | -2.08%          |
| 2013 Lease Revenue Bonds                  | 213,693               | -                     | -                            | -                            | -                 | n/a             |
| 2016 Lease Revenue Bonds Series A         | 557,394               | 299,024               | 559,120                      | 289,000                      | (270,120)         | -48.31%         |
| 2021 Lease Revenue Bonds Series A         | 11,330,018            | 1,063,196             | 1,063,780                    | 1,065,505                    | 1,725             | 0.16%           |
| 2022 Lease Revenue Bonds Series A         | 25,645,957            | 2,320,792             | 1,798,400                    | 4,061,890                    | 2,263,490         | 125.86%         |
| <b>Total Revenues</b>                     | <b>54,224,211</b>     | <b>9,607,517</b>      | <b>9,821,300</b>             | <b>11,683,835</b>            | <b>1,862,535</b>  | <b>18.96%</b>   |
| <b>Expenditures:</b>                      |                       |                       |                              |                              |                   |                 |
| 2014 Revenue Bonds Series B               | 1,283,688             | 1,308,563             | 1,316,063                    | 1,331,320                    | \$ 15,257         | 1.16%           |
| 2015 Revenue Bonds Series                 | 6,805,274             | 6,924,209             | 7,060,349                    | 7,197,520                    | 137,171           | 1.94%           |
| 2015 Revenue Bonds Series A               | 2,754,255             | -                     | -                            | 156,390                      | 156,390           | n/a             |
| 2017 Revenue Bonds Series                 | 292,794               | 289,994               | 291,970                      | 293,550                      | 1,580             | 0.54%           |
| 2021 Revenue Bonds Series                 | 1,941,684             | 2,203,270             | 2,213,000                    | 2,260,000                    | 47,000            | 2.12%           |
| 2021 Revenue Bonds Series B               | 599,922               | 523,357               | 554,100                      | 575,900                      | 21,800            | 3.93%           |
| 2020 Tax Allocation Reserve Bond Series A | 531,448               | 518,898               | 1,030,000                    | 1,764,600                    | 734,600           | 71.32%          |
| 2013 Lease Revenue Bonds                  | 304,539               | -                     | -                            | -                            | -                 | n/a             |
| 2016 Lease Revenue Bonds Series A         | 560,015               | 561,190               | 853,025                      | 565,000                      | (288,025)         | -33.77%         |
| 2021 Lease Revenue Bonds Series A         | 11,321,674            | 1,062,045             | 1,073,275                    | 1,075,000                    | 1,725             | 0.16%           |
| 2022 Lease Revenue Bonds Series A         | 339,849               | 1,563,243             | 1,798,400                    | 22,785,580                   | 20,987,180        | 1166.99%        |
| <b>Total Expenditures</b>                 | <b>26,735,139</b>     | <b>14,954,768</b>     | <b>16,190,182</b>            | <b>38,004,860</b>            | <b>21,814,678</b> | <b>134.74%</b>  |
| Excess of Revenues Over (Under)           |                       |                       |                              |                              |                   |                 |
| Expenditures                              | 27,489,072            | (5,347,251)           | (6,368,882)                  | (26,321,025)                 | (19,952,143)      | 313.28%         |
| <b>Operating Transfers:</b>               |                       |                       |                              |                              |                   |                 |
| Operating Transfers In                    | -                     | -                     | -                            | -                            | -                 | n/a             |
| Operating Transfers Out                   | -                     | -                     | -                            | -                            | -                 | n/a             |
|   | -                     | -                     | -                            | -                            | -                 | n/a             |
| Excess of Revenues Over (Under)           |                       |                       |                              |                              |                   |                 |
| Expenditures                              | 27,489,072            | (5,347,251)           | (6,368,882)                  | (26,321,025)                 | \$ (19,952,143)   |                 |
| Fund Balance, Beg. of Year                | 185,453,257           | 212,942,329           | 207,595,078                  | 201,226,196                  |                   |                 |
| <b>Fund Balance, End of Year</b>          | <b>\$ 212,942,329</b> | <b>\$ 207,595,078</b> | <b>\$ 201,226,196</b>        | <b>\$ 174,905,171</b>        |                   |                 |



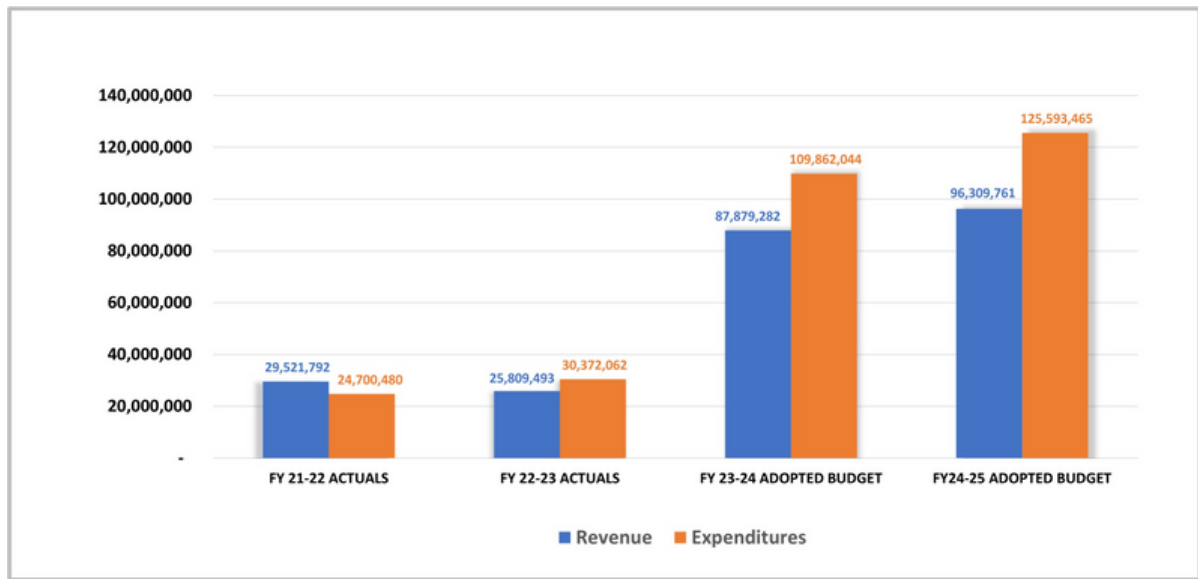


## Summary of Revenues, Expenditures, and Changes in Fund Balance - Capital Project Funds

|  | FY 21-22<br>ACTUALS | FY 22-23<br>ACTUALS | FY 23-24<br>ADOPTED<br>BUDGET | FY24-25<br>ADOPTED<br>BUDGET | \$ Inc/ (Dec)     | % Inc/<br>(Dec) |
|--|---------------------|---------------------|-------------------------------|------------------------------|-------------------|-----------------|
| <b>Revenues:</b>                           |                     |                     |                               |                              |                   |                 |
| Miscellaneous General Projects             | \$ 2,342            | \$ -                | \$ -                          | \$ -                         | \$ -              | n/a             |
| T.U.M.F.                                   | 4,065               | 273,024             | 7,100,000                     | 10,000,000                   | 2,900,000         | 40.85%          |
| City Hall/Public Works D.I.F.              | 201,101             | 68,429              | 150,700                       | 204,000                      | 53,300            | 35.37%          |
| Community Center D.I.F.                    | 134,111             | 46,299              | 127,700                       | 104,000                      | (23,700)          | -18.56%         |
| Lake Facilities D.I.F.                     | 191,359             | 66,789              | 162,600                       | 165,000                      | 2,400             | 1.48%           |
| Animal Shelter D.I.F.                      | 85,325              | 28,421              | 75,300                        | 40,600                       | (34,700)          | -46.08%         |
| T.R.I.P.                                   | 499,527             | 501,432             | 495,500                       | 491,675                      | (3,825)           | -0.77%          |
| La Strada RBBD                             | 702                 | 349                 | 460                           | -                            | (460)             | -100.00%        |
| ELSP - Summerly Traffic Infrastructure Fee | 86,223              | 49,283              | 48,100                        | 35,000                       | (13,100)          | -27.23%         |
| Traffic Impact                             | 433,901             | 202,445             | 551,100                       | 456,000                      | (95,100)          | -17.26%         |
| Storm Drains                               | 2,092,985           | 394,843             | 280,000                       | 260,000                      | (20,000)          | -7.14%          |
| Quimby                                     | 431,528             | 114,925             | 227,100                       | 128,500                      | (98,600)          | -43.42%         |
| Library D.I.F.                             | 15,631              | 32,292              | 69,100                        | 51,000                       | (18,100)          | -26.19%         |
| Fire D.I. F.                               | 205,152             | 87,705              | 186,100                       | 120,000                      | (66,100)          | -35.52%         |
| Capital Improvement Plan                   | 24,023,248          | 23,918,721          | 74,805,496                    | 82,690,615                   | 7,885,119         | 10.54%          |
| Diamond Stadium                            | 1,049,054           | -                   | 3,474,526                     | 1,463,371                    | (2,011,155)       | -57.88%         |
| Public Improvement In-Lieu                 | 65,541              | 24,535              | 125,500                       | 100,000                      | (25,500)          | -20.32%         |
| <b>Total Revenues</b>                      | <b>29,521,792</b>   | <b>25,809,493</b>   | <b>87,879,282</b>             | <b>96,309,761</b>            | <b>8,430,479</b>  | <b>9.59%</b>    |
| <b>Expenditures:</b>                       |                     |                     |                               |                              |                   |                 |
| Miscellaneous General Projects             | \$ 26,565           | \$ 98,524           | \$ 72,256                     | \$ 21,355                    | \$ (50,901)       | -70.45%         |
| T.U.M.F.                                   | 272,890             | 30,651              | 7,100,000                     | 10,000,000                   | 2,900,000         | 40.85%          |
| City Hall/Public Works D.I.F.              | 22,556              | 246,039             | 151,635                       | 276,316                      | 124,681           | 82.22%          |
| Community Center D.I.F.                    | 19,137              | -                   | 288,974                       | 400,000                      | 111,026           | 38.42%          |
| Lake Facilities D.I.F.                     | -                   | -                   | 434,659                       | 220,032                      | (214,627)         | -49.38%         |
| Animal Shelter D.I.F.                      | 85,184              | 28,513              | 75,376                        | 40,600                       | (34,776)          | -46.14%         |
| T.R.I.P.                                   | 498,878             | 500,008             | 512,186                       | 491,675                      | (20,511)          | -4.00%          |
| La Strada RBBD                             | -                   | -                   | 24,396                        | -                            | (24,396)          | -100.00%        |
| ELSP - Summerly Traffic Infrastructure Fee | -                   | -                   | 3,423,421                     | 3,520,332                    | 96,911            | 2.83%           |
| Traffic Impact                             | 777,976             | 306,263             | 645,314                       | 627,912                      | (17,402)          | -2.70%          |
| Storm Drains                               | 599,409             | 22,809              | 3,357,017                     | 3,676,359                    | 319,342           | 9.51%           |
| Quimby                                     | 860,401             | 280,213             | 315,240                       | 131,364                      | (183,876)         | -58.33%         |
| Library D.I.F.                             | -                   | -                   | 1,396,251                     | 934,546                      | (461,705)         | -33.07%         |
| Fire D.I. F.                               | -                   | -                   | 764,761                       | 948,879                      | 184,118           | 24.08%          |
| Capital Improvement Plan                   | 19,757,228          | 25,615,756          | 86,022,772                    | 100,486,997                  | 14,464,225        | 16.81%          |
| Diamond Stadium                            | 1,780,256           | 3,243,286           | 3,474,526                     | 1,887,031                    | (1,587,495)       | -45.69%         |
| Public Improvement In-Lieu                 | -                   | -                   | 1,803,260                     | 1,930,067                    | 126,807           | 7.03%           |
| <b>Total Expenditures</b>                  | <b>24,700,480</b>   | <b>30,372,062</b>   | <b>109,862,044</b>            | <b>125,593,465</b>           | <b>15,731,421</b> | <b>14.32%</b>   |
| Excess of Revenues Over (Under)            |                     |                     |                               |                              |                   |                 |
| Expenditures                               | 4,821,312           | (4,562,569)         | (21,982,762)                  | (29,283,704)                 | (7,300,942)       | 33.21%          |
| <b>Operating Transfers:</b>                |                     |                     |                               |                              |                   |                 |
| Operating Transfers In                     | 4,065               | 1,985,505           | -                             | -                            | -                 | n/a             |
| Operating Transfers Out                    | -                   | -                   | -                             | -                            | -                 | n/a             |
|  | 4,065               | 1,985,505           | -                             | -                            | -                 | n/a             |



|                                  |                             |                             |                             |                         |                       |
|----------------------------------|-----------------------------|-----------------------------|-----------------------------|-------------------------|-----------------------|
| Excess of Revenues Over (Under)  |                             |                             |                             |                         |                       |
| Expenditures                     | 4,825,378                   | (2,577,064)                 | (21,982,762)                | (29,283,704)            | <u>\$ (7,300,942)</u> |
| Fund Balance, Beg. of Year       | 49,034,564                  | 53,859,942                  | 51,282,877                  | 29,300,115              |                       |
| <b>Fund Balance, End of Year</b> | <b><u>\$ 53,859,942</u></b> | <b><u>\$ 51,282,877</u></b> | <b><u>\$ 29,300,115</u></b> | <b><u>\$ 16,411</u></b> |                       |



## Summary of Revenues, Expenditures, and Changes in Fund Balance - Internal Service Funds

|                                 | FY 21-22<br>ACTUALS | FY 22-23<br>ACTUALS | FY 23-24<br>ADOPTED<br>BUDGET | FY24-25<br>ADOPTED<br>BUDGET | \$ Inc/ (Dec)         | % Inc/<br>(Dec) |
|---------------------------------|---------------------|---------------------|-------------------------------|------------------------------|-----------------------|-----------------|
| <b>Revenues:</b>                |                     |                     |                               |                              |                       |                 |
| Insurance Services              | \$ 816,699          | \$ 774,023          | \$ 871,420                    | \$ 967,710                   | \$ 96,290             | 11.05%          |
| Information Systems Services    | 2,855,856           | 2,064,027           | 2,443,220                     | 2,203,990                    | (239,230)             | -9.79%          |
| Support Services                | 110,800             | 114,980             | 119,590                       | 127,496                      | 7,906                 | 6.61%           |
| Fleet Services                  | 1,581,440           | 1,707,738           | 1,881,720                     | 1,142,210                    | (739,510)             | -39.30%         |
| Facilities Services             | 2,589,313           | 988,478             | 1,017,880                     | 1,158,610                    | 140,730               | 13.83%          |
| <b>Total Revenues</b>           | <b>7,954,108</b>    | <b>5,649,246</b>    | <b>6,333,830</b>              | <b>5,600,016</b>             | <b>(733,814)</b>      | <b>-11.59%</b>  |
| <b>Expenditures:</b>            |                     |                     |                               |                              |                       |                 |
| Insurance Services              | \$ 782,077          | \$ 719,218          | \$ 986,457                    | \$ 1,059,690                 | \$ 73,233             | 7.42%           |
| Information Systems Services    | 1,127,700           | 1,384,323           | 2,518,470                     | 2,103,634                    | (414,836)             | -16.47%         |
| Support Services                | 101,928             | 104,599             | 108,720                       | 115,906                      | 7,186                 | 6.61%           |
| Fleet Services                  | 880,973             | 1,460,649           | 1,834,035                     | 1,161,475                    | (672,560)             | -36.67%         |
| Facilities Services             | 706,305             | 868,647             | 1,050,310                     | 1,178,286                    | 127,976               | 12.18%          |
| <b>Total Expenditures</b>       | <b>3,598,984</b>    | <b>4,537,436</b>    | <b>6,497,992</b>              | <b>5,618,991</b>             | <b>(879,001)</b>      | <b>-13.53%</b>  |
| Excess of Revenues Over (Under) |                     |                     |                               |                              |                       |                 |
| Expenditures                    | 4,355,124           | 1,111,810           | (164,162)                     | (18,975)                     | (1,612,815)           | -145.06%        |
| <b>Operating Transfers:</b>     |                     |                     |                               |                              |                       |                 |
| Operating Transfers In          | -                   | -                   | -                             | -                            | -                     | n/a             |
| Operating Transfers Out         | -                   | -                   | -                             | -                            | -                     | n/a             |
|                                 | -                   | -                   | -                             | -                            | -                     | n/a             |
| Excess of Revenues Over (Under) |                     |                     |                               |                              |                       |                 |
| Expenditures                    | 4,355,124           | 1,111,810           | (164,162)                     | (18,975)                     | <u>\$ (1,612,815)</u> |                 |
| Fund Balance, Beg. of Year      | 2,967,112           | 7,322,236           | 8,434,046                     | 8,269,884                    |                       |                 |
| Fund Balance, End of Year       | <u>\$ 7,322,236</u> | <u>\$ 8,434,046</u> | <u>\$ 8,269,884</u>           | <u>\$ 8,250,909</u>          |                       |                 |



## Summary of Revenues, Expenditures, and Changes in Fund Balance - Successor Agency Funds

|                                 | FY 21-22<br>ACTUALS | FY 22-23<br>ACTUALS | FY 23-24<br>ADOPTED<br>BUDGET | FY24-25<br>ADOPTED<br>BUDGET | \$ Inc/ (Dec)    | % Inc/ (Dec)  |
|---------------------------------|---------------------|---------------------|-------------------------------|------------------------------|------------------|---------------|
| <b>Revenues:</b>                |                     |                     |                               |                              |                  |               |
| SARDA                           | \$ 16,687,568       | \$ 15,790,851       | \$ 22,200,464                 | \$ 22,366,153                | \$ 165,689       | 0.75%         |
| <b>Total Revenues</b>           | <b>16,687,568</b>   | <b>15,790,851</b>   | <b>22,200,464</b>             | <b>22,366,153</b>            | <b>165,689</b>   | <b>0.75%</b>  |
| <b>Expenditures:</b>            |                     |                     |                               |                              |                  |               |
| SARDA                           | \$ 11,946,417       | \$ 7,357,565        | \$ 10,336,180                 | \$ 9,636,180                 | \$ (700,000)     | -6.77%        |
| <b>Total Expenditures</b>       | <b>11,946,417</b>   | <b>7,357,565</b>    | <b>10,336,180</b>             | <b>9,636,180</b>             | <b>(700,000)</b> | <b>-6.77%</b> |
| Excess of Revenues Over (Under) |                     |                     |                               |                              |                  |               |
| Expenditures                    | 4,741,152           | 8,433,287           | 11,864,284                    | 12,729,973                   | (534,311)        | -6.34%        |
| <b>Operating Transfers:</b>     |                     |                     |                               |                              |                  |               |
| Operating Transfers In          | -                   | -                   | -                             | -                            | -                | n/a           |
| Operating Transfers Out         | -                   | -                   | -                             | -                            | -                | n/a           |
|                                 | -                   | -                   | -                             | -                            | -                | n/a           |
| Excess of Revenues Over (Under) |                     |                     |                               |                              |                  |               |
| Expenditures                    | 4,741,152           | 8,433,287           | 11,864,284                    | 12,729,973                   | \$ (534,311)     |               |
| Fund Balance, Beg. of Year      | (51,638,851)        | (46,897,699)        | (38,464,413)                  | (26,600,129)                 |                  |               |
| Fund Balance, End of Year       | \$ (46,897,699)     | \$ (38,464,413)     | \$ (26,600,129)               | \$ (13,870,156)              |                  |               |



## Summary of Revenues, Expenditures, and Changes in Fund Balance - Launch Pointe

|                                 | FY 21-22<br>ACTUALS  | FY 22-23<br>ACTUALS  | FY 23-24<br>ADOPTED<br>BUDGET | FY24-25<br>ADOPTED<br>BUDGET | \$ Inc/ (Dec)       | % Inc/ (Dec)  |
|---------------------------------|----------------------|----------------------|-------------------------------|------------------------------|---------------------|---------------|
| <b>Revenues:</b>                |                      |                      |                               |                              |                     |               |
| Launch Pointe                   | \$ 5,433,092         | \$ 3,359,095         | \$ 5,087,000                  | \$ 5,501,900                 | \$ 414,900          | 8.16%         |
| <b>Total Revenues</b>           | <b>5,433,092</b>     | <b>3,359,095</b>     | <b>5,087,000</b>              | <b>5,501,900</b>             | <b>414,900</b>      | <b>8.16%</b>  |
| <b>Expenditures:</b>            |                      |                      |                               |                              |                     |               |
| Launch Pointe                   | \$ 6,171,047         | \$ 4,712,145         | \$ 5,898,193                  | \$ 6,500,808                 | \$ 602,615          | 10.22%        |
| <b>Total Expenditures</b>       | <b>6,171,047</b>     | <b>4,712,145</b>     | <b>5,898,193</b>              | <b>6,500,808</b>             | <b>602,615</b>      | <b>10.22%</b> |
| Excess of Revenues Over (Under) |                      |                      |                               |                              |                     |               |
| Expenditures                    | (737,956)            | (1,353,050)          | (811,193)                     | (998,908)                    | 1,017,515           | -75.20%       |
| <b>Operating Transfers:</b>     |                      |                      |                               |                              |                     |               |
| Operating Transfers In          | -                    | -                    | -                             | -                            | -                   | n/a           |
| Operating Transfers Out         | -                    | -                    | -                             | -                            | -                   | n/a           |
|                                 | -                    | -                    | -                             | -                            | -                   | n/a           |
| Excess of Revenues Over (Under) |                      |                      |                               |                              |                     |               |
| Expenditures                    | (737,956)            | (1,353,050)          | (811,193)                     | (998,908)                    | <u>\$ 1,017,515</u> |               |
| Fund Balance, Beg. of Year      | 17,091,719           | 16,353,763           | 15,000,714                    | 14,189,521                   |                     |               |
| Fund Balance, End of Year       | <u>\$ 16,353,763</u> | <u>\$ 15,000,714</u> | <u>\$ 14,189,521</u>          | <u>\$ 13,190,613</u>         |                     |               |



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# DEPARTMENT INFORMATION

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# Summary of Changes in Authorized Positions, Personnel and Benefit Costs

The City continues to restructure the organization to ensure core staffing, internally and externally, is in place to meet current and future economic opportunities, while also providing the highest level of service. The total authorized positions for FY2024-2025 are 215, 16 of which are City Council members, City Planning Commissioners, Public Safety Advisory Commissioners, and Treasurer. The City maintains 157 regular full-time equivalent positions (of which 23 positions are unfunded), and 58 part-time positions.

Overall, there are 1 new position included in this budget to be added to the schedule of authorized positions.

| <u>Department</u> | <u>Proposed Position</u>   |
|-------------------|----------------------------|
| Human Resources   | Human Resources Specialist |

In addition to the changes above, four full-time positions are being re-classed due to promotions and/or to better suit the restructure of the organization.

| <u>Department</u>           | <u>Current</u>                 | <u>Proposed</u>                           |
|-----------------------------|--------------------------------|---|
| Human Resources             | Senior Human Resources Analyst | Human Resources Manager                   |
| Public Works Administration | Maintenance Worker I           | Maintenance Worker II                     |
| Parks Maintenance           | Maintenance Worker I           | Maintenance Worker II                     |
| Information Technology      | Information Technology Manager | Assistant Information Technology Director |

The City contributes to the California Public Employees Retirement System (CalPERS), a multiple-employer public employee defined benefit pension plan for all authorized employees and temporary employees who work more than 1,000 hours per fiscal year, or who have previously been part of CalPERS pension program. CalPERS provides retirement and disability benefits, annual cost of living adjustments, and death benefits to plan members and beneficiaries. Benefit provisions and all other requirements are established by the State statute and City ordinance, with the City providing the following benefits:

- Tier 1: 2.5% at 55 formula for employees hired prior to July 1, 2011
- Tier 2: 2.0% at 60 formula for employees hired between July 1, 2011 and January 1, 2013 or hired from a Reciprocal Agency within 6 month break in service
- Tier 3: 2.0% at 62 formula for employees, new to CalPERS, hired after January 1, 2013, and was not a member of a Reciprocal Agency or had a break in service longer than six (6) months).

CalPERS acts as a common investment and administrative agent for participating public entities with the State of California. The annual cost of CalPERS pension for authorized employees for FY2024-2025 is estimated to be \$2,718,910.

## Summary of Budgeted Positions

|                                   | <u>FY 2020-21</u>    | <u>FY 2021-22</u>    | <u>FY 2022-23</u>    | <u>FY 2023-24</u>    | <u>FY 2024-25</u>    |
|-----------------------------------|----------------------|----------------------|----------------------|----------------------|----------------------|
| <b>Department</b>                 |                      |                      |                      |                      |                      |
| City Council                      | 5.00                 | 5.00                 | 5.00                 | 5.00                 | 5.00                 |
| Community Support                 | 0.80                 | 3.00                 | 3.00                 | 5.00                 | 5.00                 |
| City Treasurer                    | 1.00                 | 1.00                 | 1.00                 | 1.00                 | 1.00                 |
| City Clerk                        |                      |                      |                      |                      |                      |
| Public Safety Advisory Commission | 5.00                 | 5.00                 | 5.00                 | 5.00                 | 5.00                 |
| City Clerk                        | 3.00                 | 3.00                 | 3.00                 | 3.00                 | 3.00                 |
| City Manager                      | 3.70                 | 3.5                  | 4.00                 | 4.00                 | 4.00                 |
| Administrative Services           |                      |                      |                      |                      |                      |
| Finance                           | 8.83                 | 9.33                 | 9.66                 | 9.66                 | 9.66                 |
| Human Resources                   | 2.33                 | 2.33                 | 2.66                 | 2.66                 | 3.66                 |
| Community Development             |                      |                      |                      |                      |                      |
| Planning Commission               | 5.00                 | 5.00                 | 5.00                 | 5.00                 | 5.00                 |
| Planning & Zoning                 | 8.40                 | 9.40                 | 12.00                | 13.00                | 13.00                |
| Building & Safety                 | 7.50                 | 6.50                 | 7.00                 | 7.00                 | 7.00                 |
| Code Enforcement                  | 7.05                 | 8.05                 | 9.00                 | 9.00                 | 9.00                 |
| Economic Development              |                      |                      |                      |                      |                      |
| Economic Development              | 0.05                 | 0.05                 | 2.00                 | 3.00                 | 3.00                 |
| Engineering                       | 11.00                | 12.00                | 14.00                | 15.00                | 15.00                |
| Public Safety                     |                      |                      |                      |                      |                      |
| Fire Prevention                   | 1.00                 | 2.00                 | 2.00                 | 2.00                 | 2.00                 |
| Emergency Services                | 0.00                 | 0.00                 | 1.00                 | 1.00                 | 1.00                 |
| Public Works                      |                      |                      |                      |                      |                      |
| Public Works Administration       | 17.00                | 18.00                | 20.00                | 20.00                | 20.00                |
| Park Services                     | 10.00                | 12.00                | 12.00                | 12.00                | 12.00                |
| Lake Services                     | 2.00                 | 2.00                 | 2.00                 | 2.00                 | 2.00                 |
| Community Services                |                      |                      |                      |                      |                      |
| Recreation                        | 5.00                 | 5.25                 | 6.75                 | 14.75                | 15.75                |
| Community Center                  | 21.00                | 20.00                | 23.00                | 23.00                | 23.00                |
| Senior Center                     | 6.00                 | 6.00                 | 7.00                 | 7.00                 | 7.00                 |
| Neighborhood Center               | 10.00                | 10.00                | 11.00                | 11.00                | 11.00                |
| Internal Service Funds            |                      |                      |                      |                      |                      |
| Insurances Services               | 0.34                 | 0.34                 | .68                  | 0.68                 | 0.68                 |
| Information Technology            | 4.00                 | 4.00                 | 5.00                 | 5.00                 | 6.00                 |
| Fleet Services                    | 3.00                 | 3.00                 | 3.00                 | 3.00                 | 3.00                 |
| Facilities Services               | 2.00                 | 3.00                 | 3.00                 | 3.00                 | 3.00                 |
| Launch Pointe                     | 24.00                | 24.25                | 20.25                | 20.25                | 20.25                |
| NPDES                             | 2.00                 | 0.00                 | 0.00                 | 0.00                 | 0.00                 |
| <b>Total Authorized Positions</b> | <b><u>176.00</u></b> | <b><u>183.00</u></b> | <b><u>201.00</u></b> | <b><u>212.00</u></b> | <b><u>215.00</u></b> |



# General Fund Overview By Department

The following section includes an expenditure summary with a narrative account of the General Fund Operating Budget. Each Department section includes the short term objectives staff have developed for the upcoming fiscal year which are used to develop their operating budgets. Each Department's objectives are measurable and include performance measures which demonstrate the progress made in the recent fiscal years towards their objectives.

The General Fund serves as the City Council's primary operating fund used to finance the majority of City services including; Public Safety, Public Works, Community Development and City Administration. The primary sources of revenue for the General Fund include Sales Tax, Property Tax, Transient Occupancy Tax, Development-related revenue, and other revenues that are not specifically designated to be accounted for in another fund. General Fund revenue may be appropriated by the City Council on any expenditure that serves a public purpose.

## **General Fund Overview Departments**

### **General Government**

- City Council
- Community Support
- City Treasurer
- City Clerk
- City Attorney
- City Manager

### **Administrative Services**

- Finance
- Human Resources

### **Public Safety**

- Police Services
- Fire Services
- Fire Prevention
- Animal Services
- Emergency Services

### **Community Development**

- Planning & Zoning
- Building & Safety
- Code Enforcement

### **Economic Development**

- Economic Development

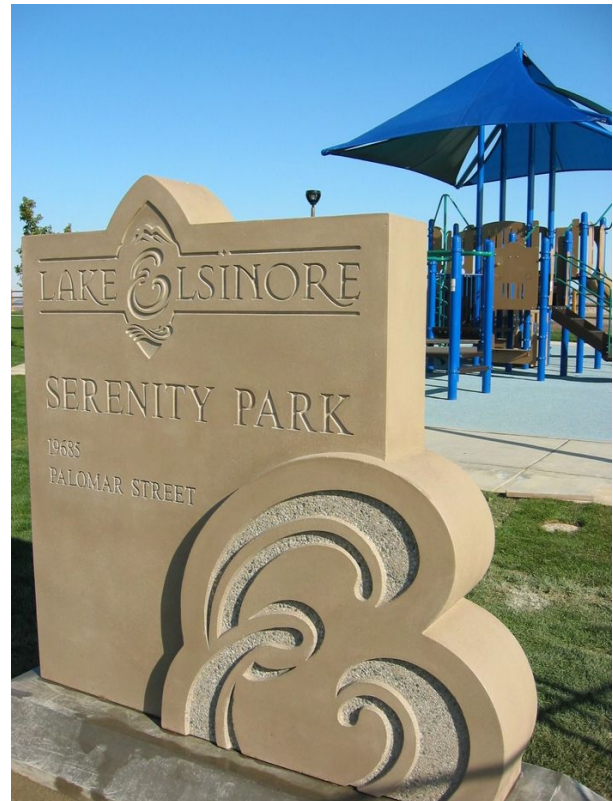
### **Public Service**

- Engineering
- Public Works
  - Administration
  - Park Services
  - Lake Services

### **Community Service**

- Recreation
- Community Center
- Senior Center
- Neighborhood Center

### **Non-Departmental**



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# DEPARTMENTS

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## Department Performance Measures & Goals

In an effort to incorporate our Dream Extreme 2040 Plan into the city's budget process, the City of Lake Elsinore department developed performance measures and long-term goals based on the aspirations.



### ASPIRATION 1

**Be the destination for the action sports industry** in Southern California.



### ASPIRATION 2

**Grow a vibrant and active City** where our residents thrive.



### ASPIRATION 3





**Foster our natural resources** - the Lake and our surroundings are the heart of our healthy community.








### ASPIRATION 4

**Dream Extreme in our City governance**, seeking innovative, inclusive, and enduring solutions.





| City Council  |   |  |                    |                      |                   |
|---|---|--|--------------------|----------------------|-------------------|
| Dream Extreme Aspiration  | Long Term Goal  | Performance Measure  | FY 2022-23 Actuals | FY 2023-24 Projected | FY 2024-25 Target |
|  | Increase participation in state, regional, and local meetings to represent the City | Increase partnerships  | 50 +               | 50 +                 | 75 +              |
|  | Increase Businesses   | Increase Economic Development Outreach Events                        | 5                  | 5                    | 8                 |
|  | City Council Regular and Special Meetings   | Ensure the public has access to regular and special council meetings | 21                 | 21                   | 25                |
|  | Public Access to the State of the City Address                                      | Increase State of the City Attendance                                | 380                | 400                  | 450               |






| City Clerk  |  |  |                    |                      |                   |
|---|--|--|--------------------|----------------------|-------------------|
| Dream Extreme Aspiration  | Long Term Goal   | Performance Measure  | FY 2022-23 Actuals | FY 2023-24 Projected | FY 2024-25 Target |
|    | Implement and utilize technology to improve efficiency in the City Clerk's Office.   | Percentage of electronic delivery of agenda and materials  | 100%               | 100%                 | 100%              |
|    | Increase transparency by providing accurate information and records to customers in a timely manner.   | Number of Public Records Requests processed  | 623                | 535                  | 500               |
|   | Implement and utilize technology to improve efficiency in the City Clerk's Office.   | Number of Documents Scanned  | 12,246             | 10,109               | 10,000            |
|  | Implement and utilize technology to improve efficiency in the City Clerk's Office.<br>Increase transparency by providing accurate information and records to customers in a timely manner. | Percentage of Conflict of Interest Code filings, Campaign Statements, and Ethics Code Certifications filed on time | 82%                | 84%                  | 100%              |
|  | Improve efficiencies for passport services and public records dissemination.   | Number of Passport Applications Processed  | 508                | 501                  | 500               |




| City Manager  |  |  |                    |                      |                   |
|---|--|--|--------------------|----------------------|-------------------|
| Dream Extreme Aspiration  | Long Term Goal                                       | Performance Measure                            | FY 2022-23 Actuals | FY 2023-24 Projected | FY 2024-25 Target |
|  | Increase Community Engagement                        | Community Update Presentations                 | 5                  | 12                   | 15                |
|  | Provide More Public Transit Options to our Residents | Weekly Meetings with Executive Management Team | 0                  | 0                    | 1                 |
|  | Increase Partnership with Chamber of Commerce        | State of the City                              | 1                  | 1                    | 1                 |
|  | Affordable Housing                                   | Affordable Housing Projects                    | 0                  | 1                    | 1                 |






| Finance   |  |                                   |                    |                      |                   |
|---|--|-----------------------------------|--------------------|----------------------|-------------------|
| Dream Extreme Aspiration  | Long Term Goal   | Performance Measure               | FY 2022-23 Actuals | FY 2023-24 Projected | FY 2024-25 Target |
|  | Monitor for the need of an additional Payable Clerk  | Payable Invoices Paid Per Year    | 11,374             | 11,800               | 12,000            |
|  | Monitor for the need of an additional Business License Clerk and/or need for additional Economic Development tactics that improve the lives of citizens. | Number of Cash Receipts Processed | 6,550              | 6,880                | 6,995             |

| Human Resources   |  |  |                    |                      |                   |
|---|--|--|--------------------|----------------------|-------------------|
| Dream Extreme Aspiration  | Long Term Goal                             | Performance Measure                                | FY 2022-23 Actuals | FY 2023-24 Projected | FY 2024-25 Target |
|  | Successfully support the community's needs | Average number of days to fill a full time vacancy | 86                 | 102                  | 95                |
|  | Successfully support the community's needs | Average number of days to fill a part time vacancy | 110                | 85                   | 80                |
|  | Successfully support the community's needs | Full Time Turnover Rate                            | 10%                | 6%                   | 8%                |
|  | Successfully support the community's needs | Part Time Turnover Rate                            | 44%                | 35%                  | 30%               |
|  | Successfully support the community's needs | Attendance at Annual Benefit Fair                  | NA                 | NA                   | 75%               |






| Police Services   |   |   |                    |                      |                   |
|---|---|---|--------------------|----------------------|-------------------|
| Dream Extreme Aspiration  | Long Term Goal  | Performance Measure   | FY 2022-23 Actuals | FY 2023-24 Projected | FY 2024-25 Target |
|  | Decrease response time for high priority calls for service    | Measure response time in minutes year over year   | 7.38               | 7.08                 | 6.75              |
|  | Decrease DUI related traffic collision and injuries.          | Increase targeted DUI patrols and DUI arrests.  | 180                | 215                  | 255               |
|  | Decrease the number of boating related incidents on the lake. | Increase boating patrols and public contact on the lake by way of enforcement             | 167                | 180                  | 200               |
|  | Decrease Dui related traffic collisions and injuries.         | Continue DUI checkpoints and saturation patrols as a way of educating the driving public. | 3&6                | 1&8                  | 1&8               |
|  | Revitalize the crime-free multi housing program               | Increase the frequency of the apartment manager meetings.                                 | 3                  | 6                    | 12                |





| Fire Suppression  |  |  |                    |                      |                   |
|---|--|--|--------------------|----------------------|-------------------|
| Dream Extreme Aspiration  | Long Term Goal   | Performance Measure  | FY 2022-23 Actuals | FY 2023-24 Projected | FY 2024-25 Target |
|  | Develop fire department strategic plan providing city leadership with ability to make informed decisions on future public safety needs and programs. | Ensuring the city has appropriate fire facilities, apparatus, and equipment to meet call demand and response time standards. | 25%                | 75%                  | 100%              |
|  | Minimize the impact to life, property and all emergency situations   | Average response times to emergency incidents within 5 minutes   | 100%               | 100%                 | 100%              |
|  | Create a community risk reduction plan   | Reduce the threat of wildfire to the community through, home hardening, defensible space and fuels reduction.                | 0                  | 0                    | 10%               |





| Fire Prevention   |   |   |                    |                      |                   |
|---|---|---|--------------------|----------------------|-------------------|
| Dream Extreme Aspiration  | Long Term Goal  | Performance Measure   | FY 2022-23 Actuals | FY 2023-24 Projected | FY 2024-25 Target |
|    | Create a Fire/ Life Safety program for the City   | Establish a Community Risk Reduction program as an anchor, with 10% of structure (organization and processes) to be created by year end.  | 0%                 | 10%                  | 20%               |
|    | Create a more user friendly version of the Lake Elsinore Office of the Fire Marshal web page.                                   | Provide easier to find links and additional informational pages (Fire Life Safety/ CRR and Wildland Urban Interface)  | 50%                | 75%                  | 100%              |
|  | Create a comprehensive and up to date and standardized document library for LEOFM technical policies, Guidelines and Standards. | Using the three most currently updated policies from County OFM, and in cooperation with City departments, update information to apply to the City and publish to our web page. | 0%                 | 50%                  | 100%              |






| Animal Services   |                                       |  |                    |                      |                   |
|---|---------------------------------------|--|--------------------|----------------------|-------------------|
| Dream Extreme Aspiration  | Long Term Goal                        | Performance Measure                                    | FY 2022-23 Actuals | FY 2023-24 Projected | FY 2024-25 Target |
|  | Licensed Animals in the City          | Increase in the Number of Licensed Animals in the City | 10%                | 10%                  | 15%               |
|  | Increase Animal Control Response Time | Animal Control Officers                                | 1                  | 1.5                  | 1.5               |
|  | Cost Recovery Improvement             | Increase Percentage of Cost Recovery                   | 10%                | 20%                  | 25%               |

| Emergency Services  |   |  |                    |                      |                   |
|---|---|--|--------------------|----------------------|-------------------|
| Dream Extreme Aspiration  | Long Term Goal  | Performance Measure                                  | FY 2022-23 Actuals | FY 2023-24 Projected | FY 2024-25 Target |
|  | Provide emergency readiness training for the community yearly                 | CERT & LISTOS training for the community             | 1                  | 2                    | 2                 |
|  | Continue 2 yearly exercises for EOC staff                                     | EOC TTX and Functional Exercise                      | 2                  | 2                    | 2                 |
|  | Build a stronger relationship with local, county, state, and federal partners | City Emergency Expos, Pre-Disaster Planning Meetings | 10                 | 12                   | 14                |

| Planning & Zoning   |  |  |                    |                      |                   |
|---|--|--|--------------------|----------------------|-------------------|
| Dream Extreme Aspiration  | Long Term Goal   | Performance Measure  | FY 2022-23 Actuals | FY 2023-24 Projected | FY 2024-25 Target |
|  | General Plan Update  | Complete initial draft, environmental review, and final adoption   | 30%                | 70%                  | 100%              |
|  | Zoning Code Update   | Complete initial draft, public review, and final adoption          | 0%                 | 50%                  | 100%              |
|  | Adopt customer-friendly web and phone service                  | Percent of all customer requests responded to within 1 working day | 80%                | 80%                  | 100%              |
|  | Use technology to capture and preserve institutional knowledge | Digitize and manage all Planning records                           | 30%                | 75%                  | 100%              |
|  | Streamline Entitlement Process                                 | Issue all comment letters within 30 days of receipt of application | 100%               | 100%                 | 100%              |






| Building & Safety   |   |  |                    |                      |                   |
|---|---|--|--------------------|----------------------|-------------------|
| Dream Extreme Aspiration  | Long Term Goal                                  | Performance Measure  | FY 2022-23 Actuals | FY 2023-24 Projected | FY 2024-25 Target |
|  | All Permits Online                              | Building Permits Issued  | 2,860              | 3,000                | 3,000             |
|  | Inspection Results done on I Pad                | Number of Inspections Performed                                | 14,380             | 15,000               | 15,000            |
|  | Plan Reviews Done Electronically                | Plan Reviews Completed   | 1,331              | 1,000                | 1,000             |
|  | Increase Review times to 7 Days                 | Plan Reviews Completed within 10 days Re-Checks with in 5 Days | 100%               | 100%                 | 100%              |
|  | Work With Business Owners for a Safer Community | Number of Certificates of Occupancy                            | 121                | 100                  | 100               |





| Economic Development  |  |   |                    |                      |                   |
|---|--|---|--------------------|----------------------|-------------------|
| Dream Extreme Aspiration  | Long Term Goal   | Performance Measure   | FY 2022-23 Actuals | FY 2023-24 Projected | FY 2024-25 Target |
|  | Facilitate streamlined Development review/entitlement processes (engineering, Comm Dev, Fire collab)   | Reduce major/minor approval timeframes by 25%                                       | n/a                | n/a                  | 100%              |
|  | Promote local business expansion oppolrtunities for Lake Elsinore's existing businesses and industries | Develop B3 Program (building better business); conduct Fam tours; host broker event | n/a                | n/a                  | 100%              |
|  | Expand the economic base though recruitent of targeted industries                                      | Kick-off Comprehensive Econmic Development Strategy Plan (5 year plan)              | n/a                | n/a                  | 100%              |
|  | Downtown Revitalization  | Engage Urban Land Institute; increase visitors by 20%                               | n/a                | n/a                  | 100%              |





| Code Enforcement  |   |   |                    |                      |                   |
|---|---|---|--------------------|----------------------|-------------------|
| Dream Extreme Aspiration  | Long Term Goal  | Performance Measure   | FY 2022-23 Actuals | FY 2023-24 Projected | FY 2024-25 Target |
|    | Keeping Lake Elsinore as the number one destination for action sports.          | Providing a safe and pleasruable environment through the fair and impartial enforcement of City and State Codes.        | 100%               | 100%                 | 100%              |
|    | Making sure Lake Elsinore continues to be a safe place to raise a family.       | Maintaining the quality of life for our residents by actively enforcing municipal codes in a fair and effective manner. | 100%               | 100%                 | 100%              |
|  | Ensure Lake Elsinore remains a top destination for businesses and visitors.     | Take a pro-active approach to addressing blighted conditions.   | 100%               | 100%                 | 100%              |
|  | Maintain ongoing collaborations with city partners.                             | Continue weekly/bi-weekly outreaches and maintain an active role in the homeless task force.                            | 100%               | 100%                 | 100%              |
|  | Continue to enhance the quality of life for residents, businesses and visitors. | Uphold Lake Elsinore's property maintenance standards.  | 100%               | 100%                 | 100%              |







| Engineering   |  |   |                    |                      |                   |
|---|--|---|--------------------|----------------------|-------------------|
| Dream Extreme Aspiration  | Long Term Goal   | Performance Measure   | FY 2022-23 Actuals | FY 2023-24 Projected | FY 2024-25 Target |
|  | Ensure City's roadway, pedestrian, and bike lane infrastructure is highly functional         | Roadway pavement, sidewalk constructed/repaired   | 1,784,000 SF       | 1,508,000 SF         | 1,505,000 SF      |
|  | Improve the City's drainage network and implement Master Drainage Plan Facilities            | Drainage lines constructed to include cross gutters. New catch basins constructed                   | 26,920 SF          | 23,520 SF            | 22,520 SF         |
|  | Improve water quality within the City and the Lake's watershed to satisfy NPDES requirements | Catch basins retrofitted with trash capture inserts. Water quality elements constructed or improved | 2                  | 202                  | 205               |
|  | Improve operational efficiency at I-15 Interchanges and adjacent local intersections         | Incorporate interchange improvements and traffic signal upgrades                                    | Ongoing            | Ongoing              | Ongoing           |
|  | Implement Local Road Safety Plan   | Increase safe, healthy, equitable mobility for all.   | Ongoing            | Ongoing              | Ongoing           |

| Public Works  |  |   |                    |                      |                   |
|---|--|---|--------------------|----------------------|-------------------|
| Dream Extreme Aspiration  | Long Term Goal   | Performance Measure   | FY 2022-23 Actuals | FY 2023-24 Projected | FY 2024-25 Target |
|    | Minimize the impact of life, property and the environment from natural hazards and the emergency situations. | Total number of storm drains inlets inspected/cleaned.            | 465                | 550                  | 600               |
|  | Continue to maintain local roads and streets.  | Total number of street signs replaced, repaired and installed.    | 675                | 750                  | 800               |
|  | Continue to maintain local roads and streets.  | Total linear sq. ft. of asphalt cracks fills completed each year. | 110,000            | 200,000              | 300,000           |
|  | Continue to maintain local roads and streets.  | Total sq. ft. of asphalt repairs completed each year.             | 300,000            | 400,000              | 500,000           |
|  | Maintain the natural beauty of the community.  | Total number of trees trimmed each year.                          | 1,750              | 1,800                | 1,900             |


| Public Works - Parks  |   |  |                    |                      |                   |
|---|---|--|--------------------|----------------------|-------------------|
| Dream Extreme Aspiration  | Long Term Goal  | Performance Measure  | FY 2022-23 Actuals | FY 2023-24 Projected | FY 2024-25 Target |
|  | Maintain the natural beauty of the community.                                 | Number of trees trimmed in Parks and Beaches each year.                              | 1,662              | 2,500                | 2,000             |
|  | Promote energy efficient operations & development.                            | Average number of park site energy efficiency lighting system conversions each year. | 37                 | 30                   | 30                |
|  | Provide highly functional and sustainable City Facilities and Infrastructure. | Average number of City park rehabilitation and repair projects completed each year.  | 26                 | 14                   | 10                |
|  | Promote community involvement.  | Average number of park maintenance requests completed each year.                     | 136                | 100                  | 100               |





| Recreation  |   |  |                    |                      |                   |
|---|---|--|--------------------|----------------------|-------------------|
| Dream Extreme Aspiration  | Long Term Goal  | Performance Measure  | FY 2022-23 Actuals | FY 2023-24 Projected | FY 2024-25 Target |
|  | Promote high quality Parks and Recreation Program and Cultural Services | Number of people in attendance at cultural events                                | 8,500              | 9,000                | 12,000            |
|  | Offer signature events to the community                                 | Number of signature events hosted per year                                       | 3                  | 6                    | 8                 |
|  | Embrace technology to support the delivery of City services             | Increasing the use of social media and new technology                            | 600                | 1,000                | 1,500             |
|  | Improve the overall access to Health related recreation programming     | Hoste two signature events and quarterly iniatives promoting healthy recreation. | NA                 | 6                    | 8                 |






| Community Center  |   |  |                    |                      |                   |
|---|---|--|--------------------|----------------------|-------------------|
| Dream Extreme Aspiration  | Long Term Goal  | Performance Measure                      | FY 2022-23 Actuals | FY 2023-24 Projected | FY 2024-25 Target |
|  | Promote quality parks and recreation programs           | Maintain recreational use at 75%         | 50%                | 75%                  | 85%               |
|  | Encourage community participation in water preparedness | Number of swim programs offered          | 20                 | 30                   | 50                |
|  | Provide quality adult opportunities                     | Number of Adult Sports/Fitness Offerings | 2                  | 3                    | 4                 |

| Senior Center   |   |  |                    |                      |                   |
|---|---|--|--------------------|----------------------|-------------------|
| Dream Extreme Aspiration  | Long Term Goal  | Performance Measure  | FY 2022-23 Actuals | FY 2023-24 Projected | FY 2024-25 Target |
|  | Encourage and promote daily programming   | Increase programming by 5%                                     | 0.03               | 0.05                 | 0.06              |
|  | Enhance experiences for daily participants  | Increase travel or in-house presentations by 1 per month       | 12                 | 24                   | 28                |
|  | Foster a healthy Senior Community through a variety of opportunities                                  | Health classes, classes and screenings at the Senior Center    | 150                | 200                  | 216               |
|  | Growing programs and events that supports and fosters inclusivity within our special needs community. | Provide Senory Rooms at major City events and monthly programs | 14                 | 16                   | 20                |



| Neighborhood Center   |   |   |                    |                      |                   |
|---|---|---|--------------------|----------------------|-------------------|
| Dream Extreme Aspiration  | Long Term Goal  | Performance Measure                     | FY 2022-23 Actuals | FY 2023-24 Projected | FY 2024-25 Target |
|  | Promote quality parks and recreation programs                 | Maintain recreational use at 75%        | 30%                | 75%                  | 85%               |
|  | Encourage community participation through Adaptive Recreation | Number of programs offered              | 6                  | 12                   | 18                |
|  | Provide clean, accessible and affordable rental opportunities | Number of rentals per year              | 6                  | 12                   | 16                |
|  | Create new programming through partnership with LEUSD         | Expand ELP (afterschool program) at 10% | 3                  | 5                    | 8                 |

| Information Technology   |  |   |                    |                      |                   |
|--|--|---|--------------------|----------------------|-------------------|
| Dream Extreme Aspiration   | Long Term Goal   | Performance Measure   | FY 2022-23 Actuals | FY 2023-24 Projected | FY 2024-25 Target |
|   | Foster an organization structure aligning resources with demand          | Percentage of computers replaced adhering to lifecycle replacement program          | 25%                | 20%                  | 20%               |
|   | Foster an organization structure aligning resources with demand          | Reduce the number of open help desk tickets to an average of 50                     | 30                 | 40                   | 40                |
|   | Expand digital services to residents/businesses to maximize efficiencies | Percentage of city services accessible to residents/businesses via digital platform | 40%                | 50%                  | 50%               |
|  | Enable systems to safeguard against cyber threats.                       | Number of security incidents or data breaches                                       | 5%                 | 10%                  | 10%               |

| Launch Pointe   |  |   |                    |                      |                   |
|---|--|---|--------------------|----------------------|-------------------|
| Dream Extreme Aspiration  | Long Term Goal   | Performance Measure   | FY 2022-23 Actuals | FY 2023-24 Projected | FY 2024-25 Target |
|  | Broaden Lake Elsinore's appeal as a tourist destination    | Authenticate Launch Pointe's verified listing activity                      | 10                 | 15                   | 20                |
|  | Ensure Launch Pointe is family friendly                    | Weekend events throughout the year  | 50                 | 80                   | 100               |
|  | Continue to build a culture of innovation at Launch Pointe | Accessing more technological opportunities for guests and increase revenues | 0.08               | 0.12                 | 15                |
|  | Become a one stop shop for Fishing access                  | Become a distribution site for State of California Fishing License          | NA                 | NA                   | 25                |
|  | Implement and enhance the Annual Dream Extreme Derby       | Increase participation of teams at 5% growth YOY                            | N/A                | 60                   | 65                |

# General Government

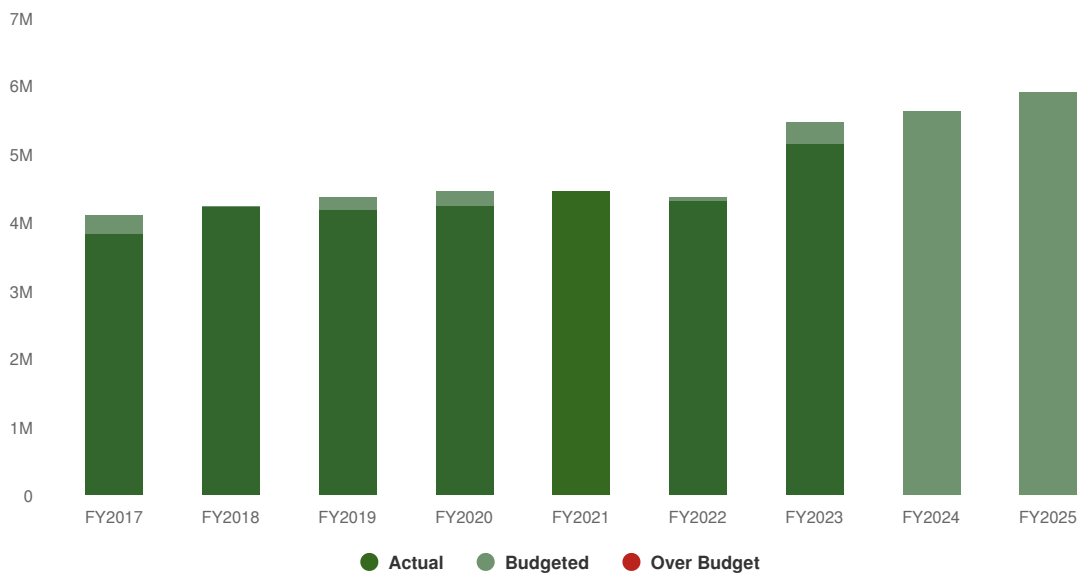
## Mission

The General Government Division is comprised of the City Council, Community Support, City Treasurer, City Clerk, City Manager, and Administration Services ( Finance and Human Resources) to serve the City of Lake Elsinore.

## Expenditures Summary

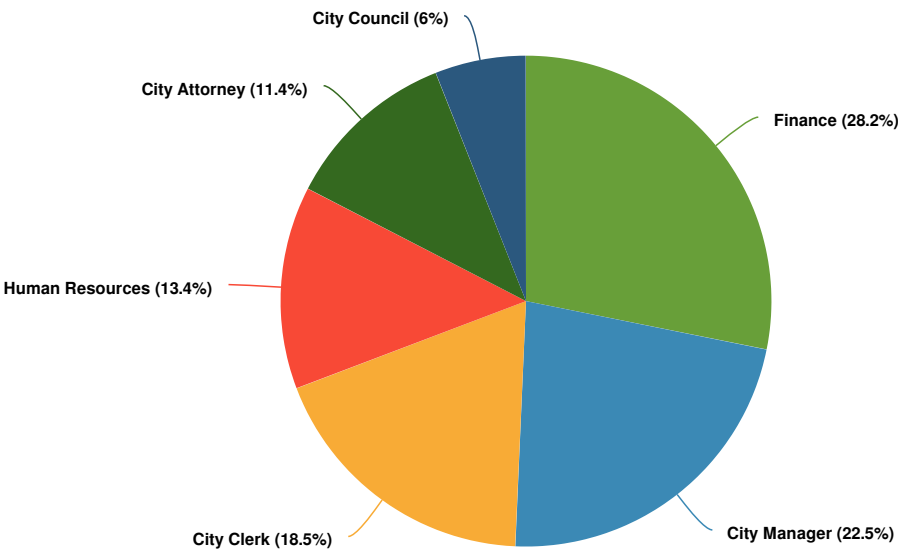
**\$5,915,050** **\$284,940**  
(5.06% vs. prior year)

### General Government Proposed and Historical Budget vs. Actual

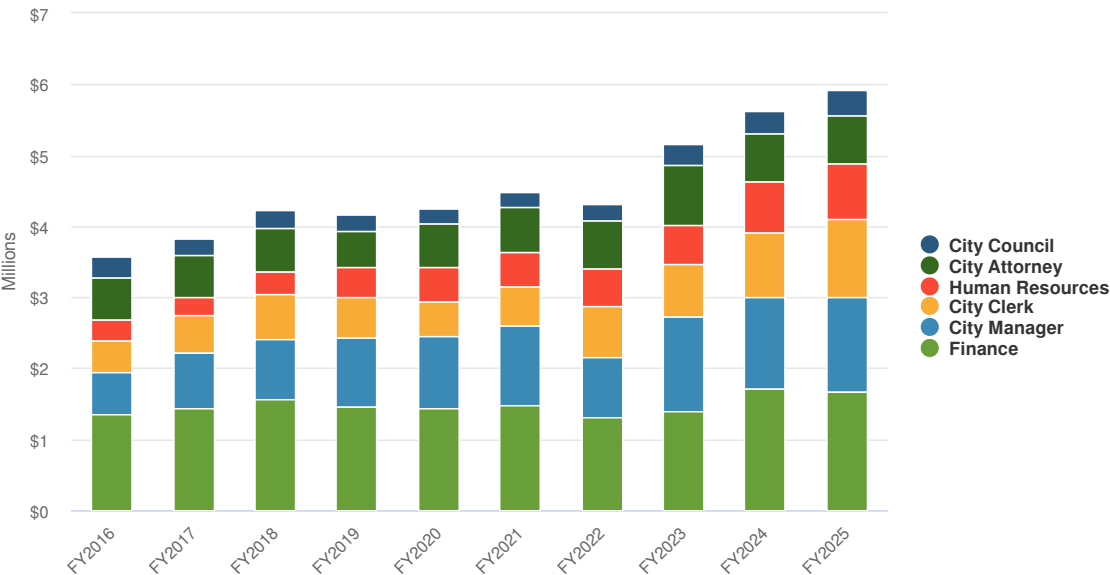


# Expenditures by Function

## Budgeted Expenditures by Function



## Budgeted and Historical Expenditures by Function

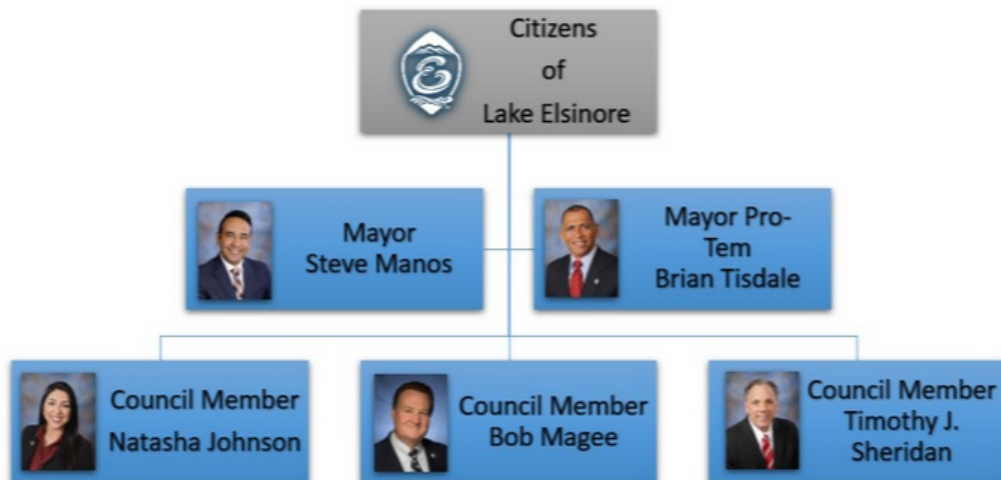


# City Council

## Mission

The City Council is elected by the voters of Lake Elsinore to establish and adopt overall policies, legislative and otherwise, to give direction to the City Manager, to ensure effective and efficient operation of the City, and to identify the types and levels of programs and services to be provided to its residents. The Mayor and City Council serve to provide an overall quality of life in the City of Lake Elsinore by enhancing security, recreation, and neighborhoods, delivering quality public services, preserving and enhancing the City's economic prosperity, and embracing the diversity of the citizens.

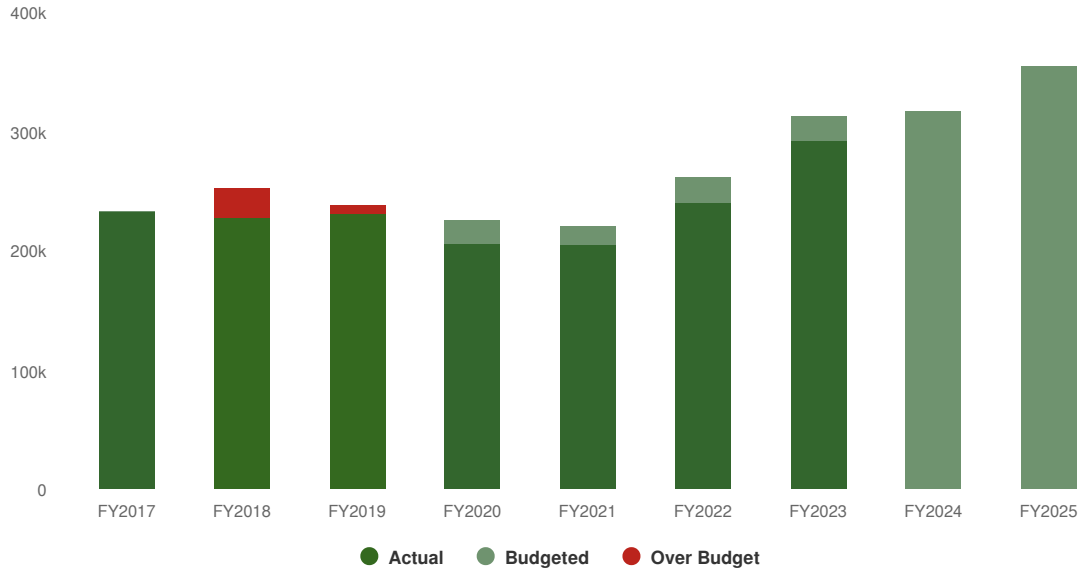
## Organizational Chart



## Expenditures Summary

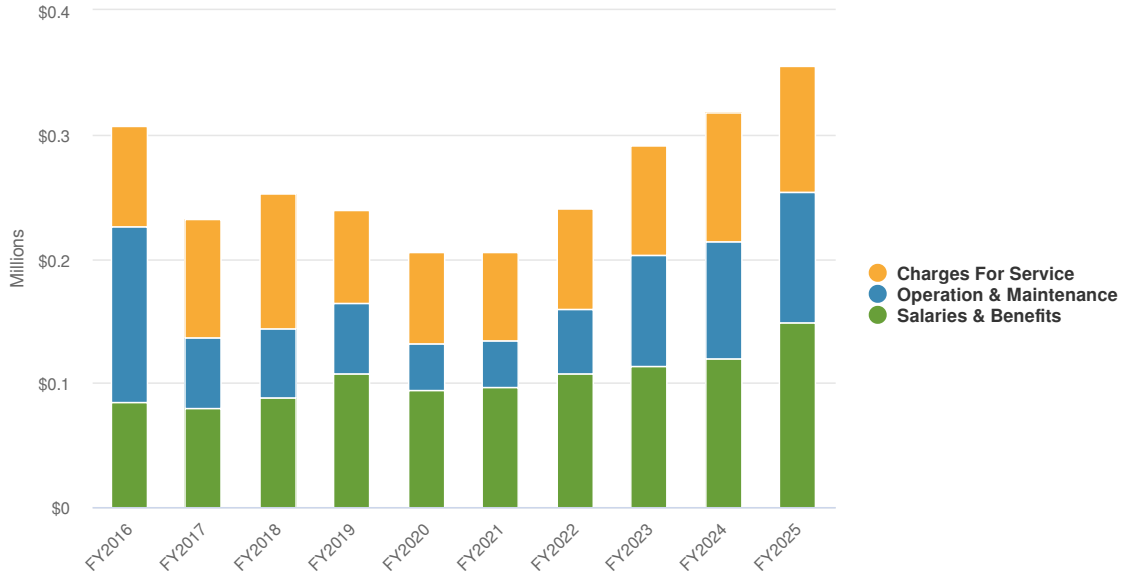
**\$354,770** **\$37,400**  
(11.78% vs. prior year)

### City Council Proposed and Historical Budget vs. Actual



# Expenditures by Expense Type

## Budgeted and Historical Expenditures by Expense Type



| Name                          | FY2022 Actual       | FY2023 Actual       | FY2024 Budget       | FY2025 Budgeted     |
|-------------------------------|---------------------|---------------------|---------------------|---------------------|
| Expense Objects               |                     |                     |                     |                     |
| Salaries & Benefits           | \$107,686.73        | \$113,333.58        | \$119,970.00        | \$149,000.00        |
| Operation & Maintenance       | \$51,772.93         | \$89,469.34         | \$93,340.00         | \$104,650.00        |
| Charges For Service           | \$80,585.00         | \$88,809.00         | \$104,060.00        | \$101,120.00        |
| <b>Total Expense Objects:</b> | <b>\$240,044.66</b> | <b>\$291,611.92</b> | <b>\$317,370.00</b> | <b>\$354,770.00</b> |



## **Personnel Allocation**

|                            |       | <b>AUTHORIZED<br/>FY23-24</b> | <b>CHANGES</b> | <b>AUTHORIZED<br/>FY24-25</b> |
|----------------------------|-------|-------------------------------|----------------|-------------------------------|
| <b><u>CITY COUNCIL</u></b> |       |                               |                |                               |
| Council Member             | Total | <b>5.00</b>                   | <b>-</b>       | <b>5.00</b>                   |

## **FY 2023 - 24 Accomplishments**

- Supported the creation of local jobs and services by expanding economic development efforts and staffing to encourage new businesses to invest and locate in the City.
- Evaluated the internal structure and recruited personnel to fill critical vacancies within the organization that best serve the community and protect valuable community assets, including the Lake and Downtown.
- Supported the bi-annual Measure Z Citizen Survey to gather citizen input on service needs for future funding considerations.
- Oversaw the City's aggressive Capital Improvement Plan for the coming year.
- Remained diligent in negotiating and securing funding and/or agreements needed to complete critical infrastructure and road improvement needs throughout the City.
- Maintained regular, ongoing participation in regional, statewide, and national intergovernmental committees, e.g. Western Riverside County Regional Conservation Authority, Riverside County Transportation Commission, League of California Cities, Western Regional Council of Governments, and Riverside Transit Agency.
- Continued exploring programs, incentives and municipal code changes to ensure service franchise, enforcement and development fees are represented accurately to reflect current trends and the associated staffing/administration costs.
- Expanded public transparency and outreach efforts to engage and interact with the community on a regular, ongoing basis, including podcasts and Spotlight Lake Elsinore video series and exploring new digital signage opportunities in the City.
- Hosted the Annual State of the City at Launch Pointe
- Encouraged tourism and economic development by activating the Visitor's Bureau and promoting Film Lake Elsinore – a new initiative aimed at attracting photography and film producers to use locations in Lake Elsinore for their projects.
- Passed a comprehensive lake management plan to improve the overall water quality of Lake Elsinore.
- Identified and participated in regional initiatives to create solutions for high profile issues including homelessness, housing, traffic congestion and development considerations.

# Community Support

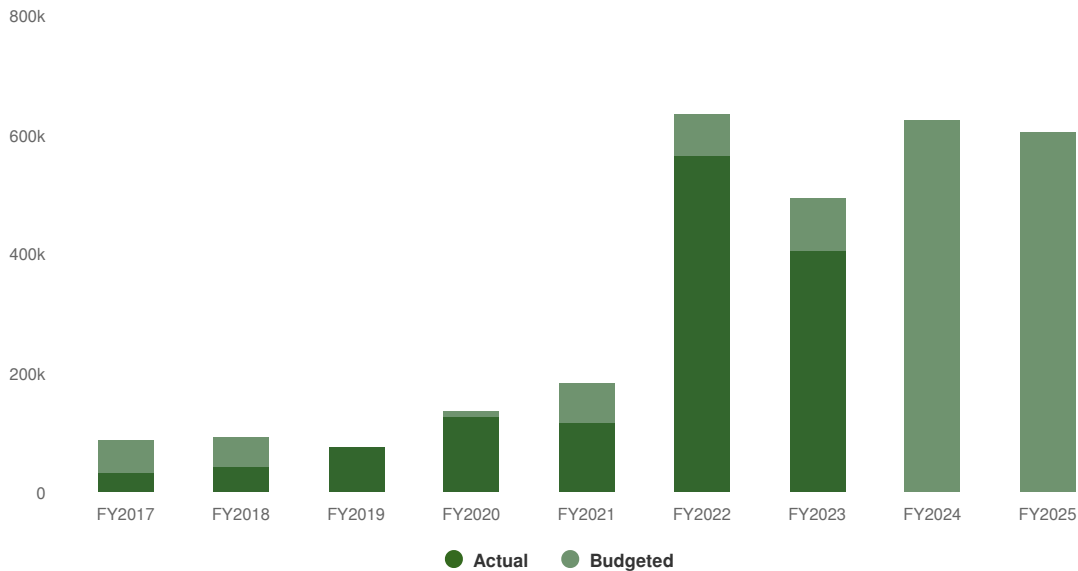
## Mission

Each fiscal year, the City of Lake Elsinore may allocate funds toward the Community Support Program ("Community Support Program") to serve as a funding resource to nonprofit organizations that provide programs or services that benefit Lake Elsinore residents. Community Support funds are intended to augment the efforts of non-profit organizations to benefit residents, neighborhoods and communities in Lake Elsinore. It is the City's policy to have a program that can ensure all requests are evaluated consistently prior to entering into agreements for specific measurable services. Once the agreement is executed, the City will hold recipients accountable for providing the agreed upon services within the specified time frame.

## Expenditures Summary

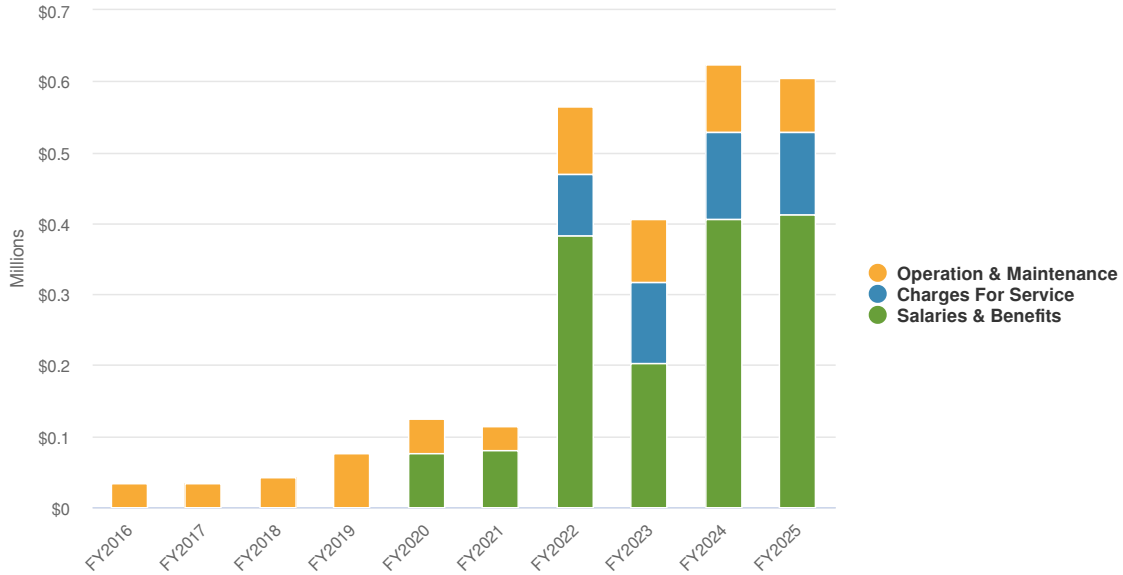
**\$604,260** **-\$19,430**  
(-3.12% vs. prior year)

### Community Support Proposed and Historical Budget vs. Actual



# Expenditures by Expense Type

## Budgeted and Historical Expenditures by Expense Type

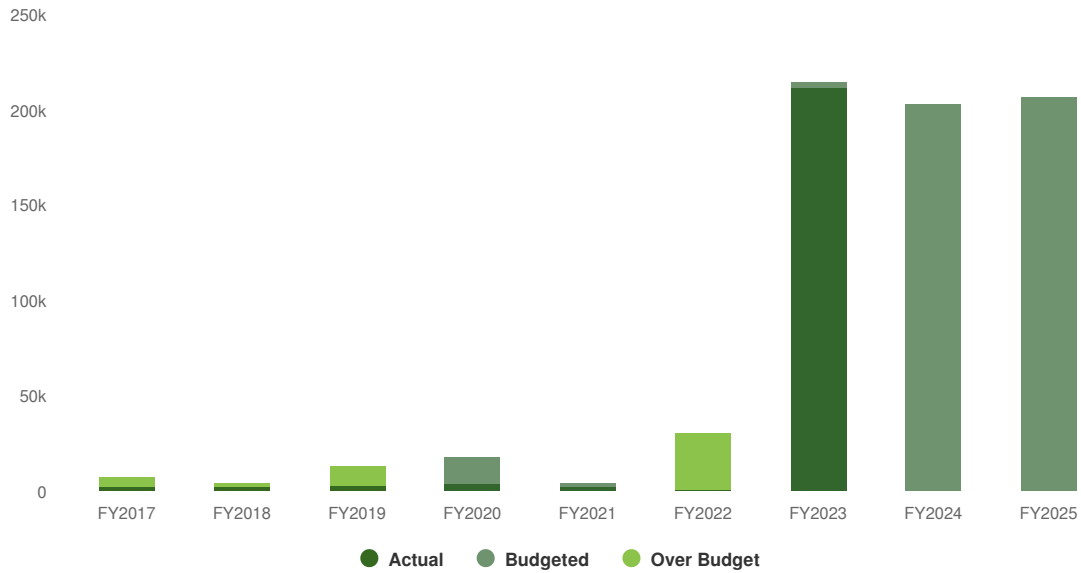


| Name                          | FY2022 Actual       | FY2023 Actual       | FY2024 Budget       | FY2025 Budgeted     |
|-------------------------------|---------------------|---------------------|---------------------|---------------------|
| Expense Objects               |                     |                     |                     |                     |
| Salaries & Benefits           | \$381,976.08        | \$202,825.30        | \$405,970.00        | \$412,360.00        |
| Operation & Maintenance       | \$93,945.97         | \$88,358.69         | \$94,800.00         | \$75,000.00         |
| Charges For Service           | \$88,093.00         | \$114,273.00        | \$123,290.00        | \$116,900.00        |
| <b>Total Expense Objects:</b> | <b>\$564,015.05</b> | <b>\$405,456.99</b> | <b>\$624,060.00</b> | <b>\$604,260.00</b> |

## Revenues Summary

**\$206,740** **\$3,820**  
(1.88% vs. prior year)

### Community Support Proposed and Historical Budget vs. Actual



## **Personnel Allocation**

|  | <b>AUTHORIZED<br/>FY23-24</b> | <b>CHANGES</b> | <b>AUTHORIZED<br/>FY24-25</b> |
|--|-------------------------------|----------------|-------------------------------|
| Director of Community Support (Unfunded) | 1.00                          | -              | 1.00                          |
| Community Support Manager                | 1.00                          | -              | 1.00                          |
| Senior Management Analyst (Unfunded)     | 1.00                          | -              | 1.00                          |
| Management Analyst                       | 1.00                          | -              | 1.00                          |
| Administrative Assistant (Unfunded)      | 1.00                          | -              | 1.00                          |
| Total                                    | <b>5.00</b>                   | <b>-</b>       | <b>5.00</b>                   |

## **FY 2023 - 24 Accomplishments**

- Implemented Lake Elsinore's first Lake Management Plan, launching nanobubble and algaecide pilot projects.
- Expanded homeless services and outreach efforts, collaborating regionally and engaging in educational initiatives.
- Participated in the Stanford Impact Lab Fellowship to analyze and enhance city homelessness services, informing future strategies.
- Strengthened partnership with Animal Friends of the Valleys, enhancing microchipping, licensing, and adoption services.
- Secured \$5 million from Congressman Ken Calvert for homelessness initiatives and road infrastructure
- Hosted Lake Elsinore's inaugural Live Under the Stars concert on Historic Downtown Main Street, benefiting the Downtown Merchant Owners Association.
- Proactively supported all departments with public information efforts, particularly for capital improvement projects, lake water quality projects, and homeless programs.
- Developed a funding platform for operation and supportive services at The Anchor and for the future redevelopment of the site into an extremely low-income housing project.
- Identified and applied for grant funding for key areas of focus for the City including homelessness, housing programs, and lake water quality projects.
- Maintained consistent community engagement through the city website, social media platforms, and the Elsinore Edition monthly newsletter.
- Produced high-quality visual assets such as photos and videos for marketing materials, bolstering the Dream Extreme branding.
- Launched two additional Community Cleanups to combat illegal dumping and assist residents with bulky trash disposal.

# City Treasurer

**Mission**

The City Treasurer is elected by the voters of Lake Elsinore to monitor and validate the safe collection, investment, custody and disbursement of City Funds. The City Treasurer serves a four-year term and works closely with the City Manager and Administrative Services Departments. The City Treasurer is a member of the Mayor’s Audit and Budget Committee.

## Organizational Chart



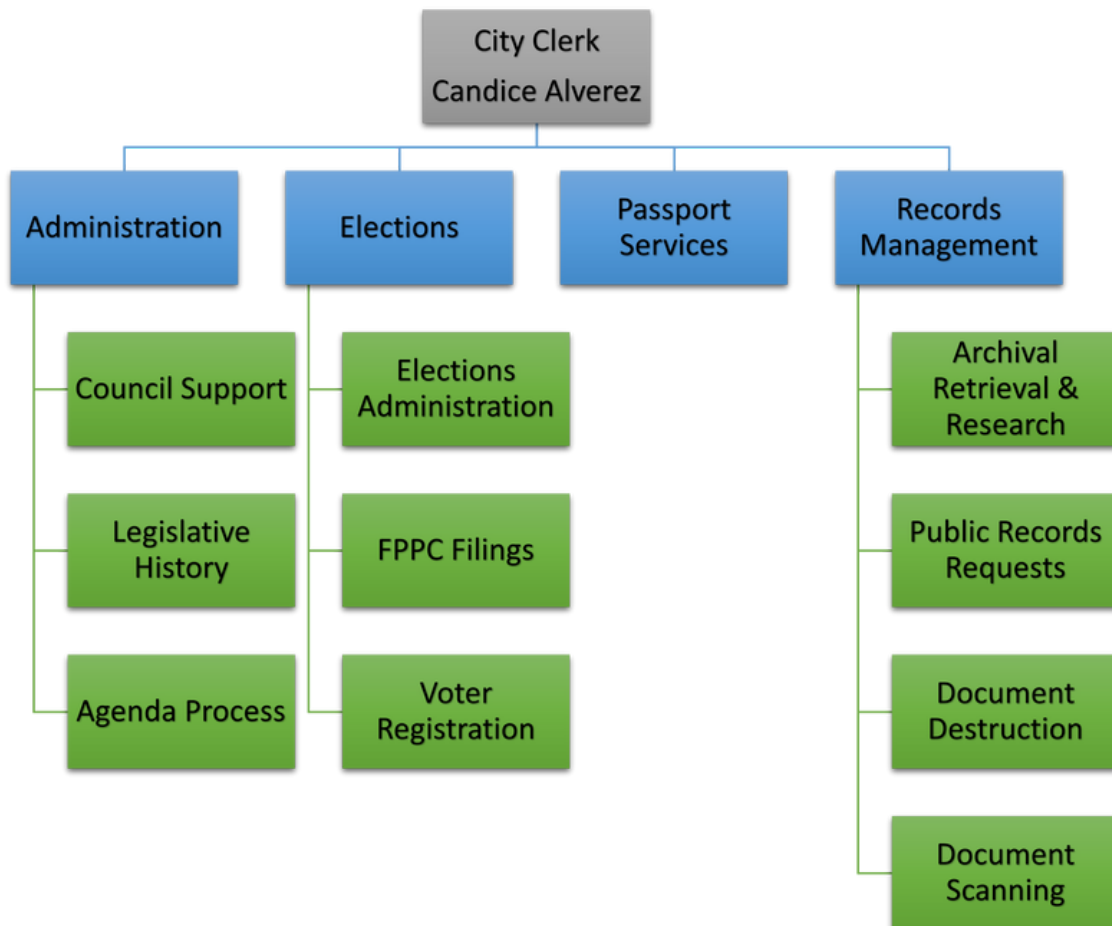


# City Clerk

## Mission

The City Clerk compiles and maintains the official records of the City, making them readily accessible and ensuring transparency to the public. Appointed by the City Manager, the City Clerk is the local official who administers democratic processes by conducting fair and impartial municipal elections. Additionally, the City Clerk acts as the Compliance Officer for Federal, State and local statutes and prepares, certifies and/or adheres to public notice requirements with regard to legal documents, ordinances, resolutions, and public hearings. The City Clerk's department also codifies and disseminates the City's Municipal code, promotes public awareness of government processes, provides meeting, administrative, and legislative support to the Mayor, City Council Members, and Commissioners, and arranges for both ceremonial and official functions.

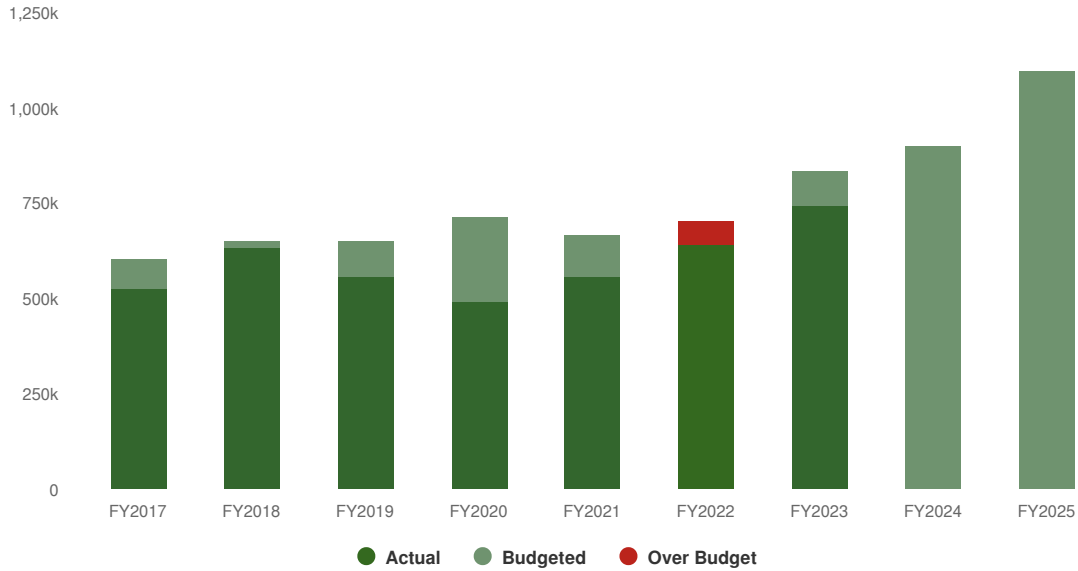
## Organizational Chart



## Expenditures Summary

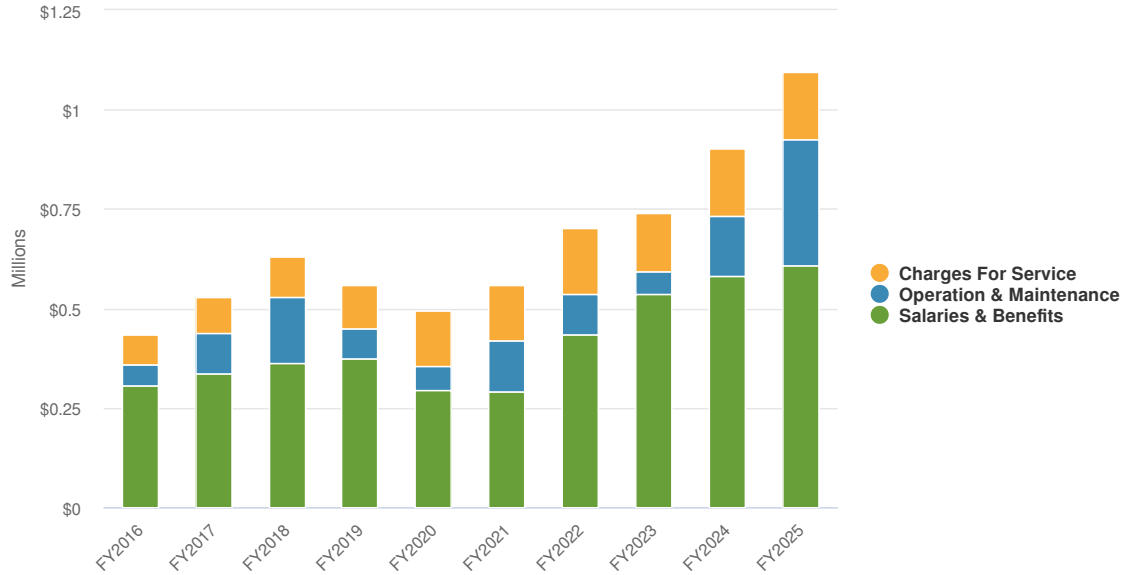
**\$1,095,020** **\$193,920**  
(21.52% vs. prior year)

### City Clerk Proposed and Historical Budget vs. Actual



# Expenditures by Expense Type

## Budgeted and Historical Expenditures by Expense Type



| Name                          | FY2022 Actual       | FY2023 Actual       | FY2024 Budget       | FY2025 Budgeted       |
|-------------------------------|---------------------|---------------------|---------------------|-----------------------|
| Expense Objects               |                     |                     |                     |                       |
| Salaries & Benefits           | \$435,215.20        | \$537,322.21        | \$582,480.00        | \$608,750.00          |
| Operation & Maintenance       | \$100,385.04        | \$54,669.44         | \$148,740.00        | \$317,590.00          |
| Charges For Service           | \$167,949.00        | \$149,445.00        | \$170,430.00        | \$168,680.00          |
| <b>Total Expense Objects:</b> | <b>\$703,549.24</b> | <b>\$741,436.65</b> | <b>\$901,650.00</b> | <b>\$1,095,020.00</b> |

## **Personnel Allocation**

|                          | <b>AUTHORIZED<br/>FY23-24</b> | <b>CHANGES</b> | <b>AUTHORIZED<br/>FY24-25</b> |
|--------------------------|-------------------------------|----------------|-------------------------------|
| <b><u>CITY CLERK</u></b> |                               |                |                               |
| City Clerk               | 1.00                          | -              | 1.00                          |
| Deputy City Clerk        | 1.00                          | -              | 1.00                          |
| Administrative Assistant | 1.00                          | -              | 1.00                          |
| Total                    | <b>3.00</b>                   | <b>-</b>       | <b>3.00</b>                   |

## **FY 2023 - 24 Accomplishments**

- Engaged 26 high school juniors and seniors in an immersive experience with local government.
  - The program provided students with hands-on learning opportunities, allowing them to understand the intricacies of city governance. Through workshops, shadowing sessions, and interactive activities, participants gained valuable insights into public administration, civic responsibility, and leadership. This initiative not only fostered a connection between the youth and local government but also inspired future civic leaders.
- Destroyed 87 boxes of outdated records in strict compliance with the City's Records Retention Schedule, ensuring that all procedures adhered to legal requirements and industry best practices.
  - This effort streamlined the organization's archival system and made space for more current documents. Additionally, the City Clerk's Office organized 100 more boxes of records for scanning, which will digitize these documents and make them more accessible while preserving their integrity for long-term use. This project significantly contributes to modernizing the office's records management practices.
- Provided comprehensive training opportunities for staff, focusing on critical areas such as election administration, public records management, and the California Public Records Act.
  - These sessions were designed to enhance the team's expertise and ensure that they are well-equipped to handle their responsibilities with efficiency and professionalism. By investing in ongoing education and skill-building, the office not only improved its service delivery but also reinforced its commitment to maintaining a knowledgeable and capable workforce.
- Delivered exceptional support to the city's legislative processes, particularly in agenda management and meeting preparation.
  - The office ensured that all agendas were meticulously organized, all necessary documents were prepared and distributed in a timely manner, all meetings were conducted smoothly, and all follow-up items were completed appropriately. This role was crucial in facilitating the city's decision-making processes and ensuring that legislative operations were transparent, well-documented, and aligned with regulatory standards.

# City Attorney

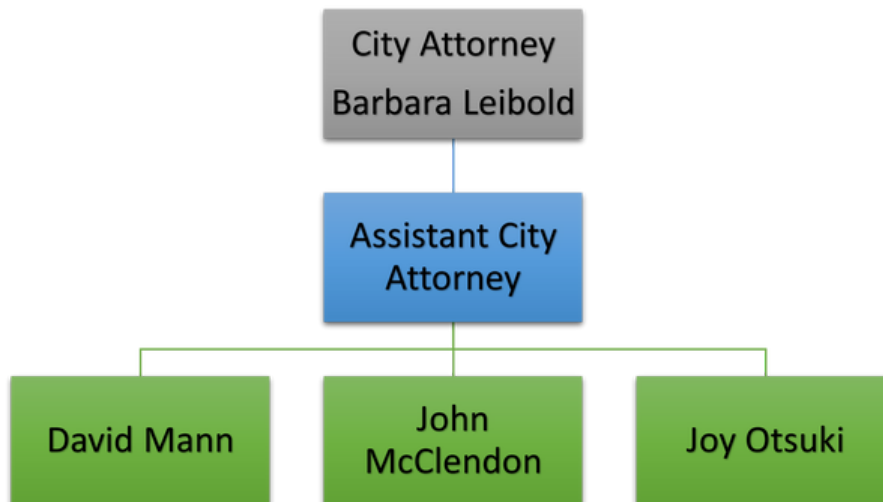
## Mission

The mission of the City Attorney's Office is to provide the City with the highest quality, responsive and preventative legal services and to identify legal options and strategies for implementing and achieving the City Council's goals, objectives and policies.

The City Attorney's office provides a wide range of professional legal services from complex and sophisticated transactions and litigation to general matters of municipal law, including open meeting laws, conflicts of interest, public records, public contracts, election laws, planning and zoning, water and environmental laws, mining laws and redevelopment dissolution. The City Attorney's Office strives to provide effective analysis and preparation/review of resolutions, ordinances, contracts and other legal documents necessary to accomplish the City's municipal functions and City Council goals.

The City Attorney is appointed by the Lake Elsinore City Council. The City Attorney serves as legal advisor to the City Council, Successor Agency, City commissions, City Manager, City Clerk and City Departments. City Attorney services are performed under contract with the law firm of Leibold McClendon & Mann.

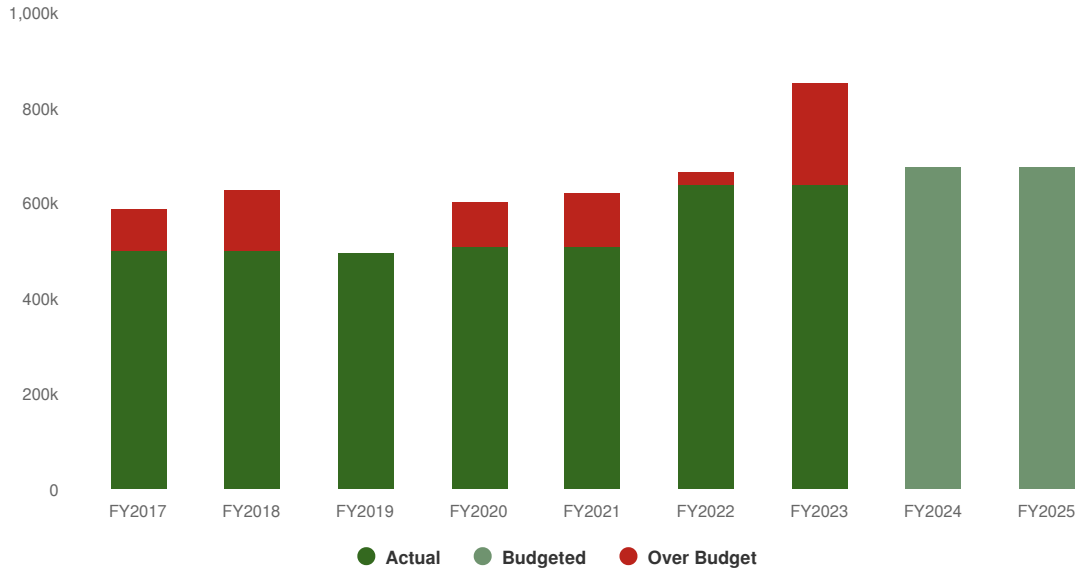
## Organizational Chart



## Expenditures Summary

**\$675,190** **-\$1,020**  
(-0.15% vs. prior year)

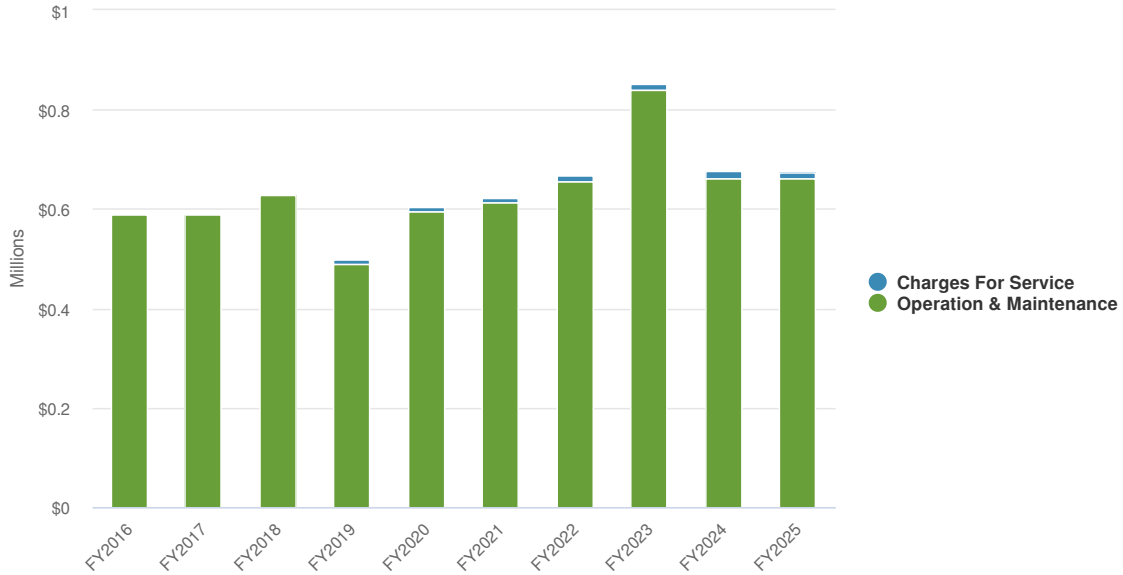
### City Attorney Proposed and Historical Budget vs. Actual





# Expenditures by Expense Type

## Budgeted and Historical Expenditures by Expense Type



| Name                          | FY2022 Actual       | FY2023 Actual       | FY2024 Budget       | FY2025 Budgeted     |
|-------------------------------|---------------------|---------------------|---------------------|---------------------|
| Expense Objects               |                     |                     |                     |                     |
| Operation & Maintenance       | \$656,570.93        | \$839,018.02        | \$660,600.00        | \$661,380.00        |
| Charges For Service           | \$10,706.00         | \$12,949.00         | \$15,610.00         | \$13,810.00         |
| <b>Total Expense Objects:</b> | <b>\$667,276.93</b> | <b>\$851,967.02</b> | <b>\$676,210.00</b> | <b>\$675,190.00</b> |

## **FY 2023 - 24 Accomplishments**

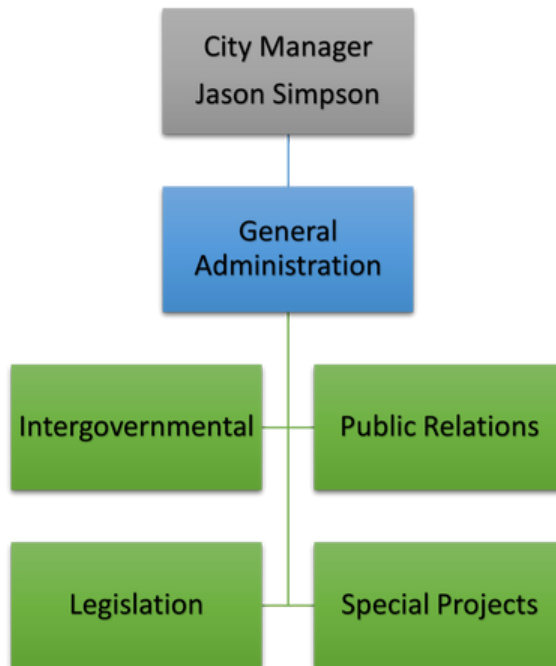
- Provided timely, cost-effective quality legal services in furtherance of City Council's goals, advancing City interests and limiting risk.
- Prepared/reviewed & approved all City Council and Planning Commission agenda reports & attachments, including ordinances, resolutions, and contracts, and attended all Council and Commission meetings.
- Advanced City interests with RCA/CDFW/USFW to implement Back Basin 770 acre MSHCP plan, finalized Summerly conservation easements, assignment of permit obligations, project mitigation requirements, and wetland and environmental matters.
- Represented City in real property negotiations, including acquisition of affordable housing sites, open space/preservation sites, Murietta Creek Trail ROW, Temescal Canyon Bridge project ROW, and surplus property disposition.
- Assisted City in completion of Annual Housing Element Progress Report.
- Advised City on SB 341 Housing Fund Reports and assisted consultants by compiling documents and analyses to ensure compliance and guide negotiations of new affordable housing project agreements and financing commitments.
- Assisted City in securing \$5 million County ARPA funding for Riley Street project; preparation and review of project financing documents and affordability covenants.
- Participated in regular periodic all-hands meetings with City staff and developers.
- Assisted City staff regarding cannabis regulations, moratorium, review and implementation of Development Agreements and enforcement actions.
- Advised City on matters involving Launch Point and prepared new use agreements.
- Represented City involving personnel matters.
- Prepared updated Solid Waste Services Franchise Agreement.
- Guided City Council regarding threats of litigation
- Advised Successor Agency and secured RPTTF funding for enforceable obligations, including bonded indebtedness, Stadium, Summerly DDA and repayment of LMIHF Loan.
- Prepared the draft Tenth Amendment to the Stadium Interim Management Agreement, securing funding for continued operations and capital projects and obtained DOF approval.

# City Manager

## Mission

The City Manager is appointed by the City Council to serve as the Chief Administrative Officer of the organization. The City Manager's Office coordinates the implementation of policy and programs established by the City Council. The City Manager provides overall direction to the administration of City programs and services; coordinates economic development and marketing activities; intergovernmental relations, lobbying, and public relations efforts; oversees interdepartmental programs for strategic planning, emergency preparedness and animal control. The City Manager's Office is committed to the policy of providing extreme customer services to the community, and promoting overall safety to the staff and citizens of Lake Elsinore.

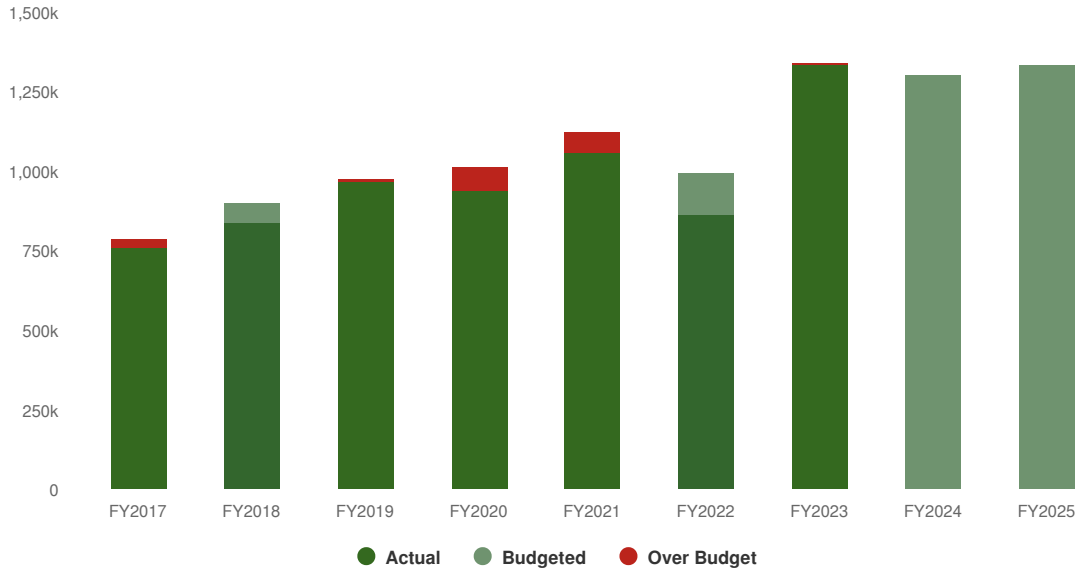
## Organizational Chart



## Expenditures Summary

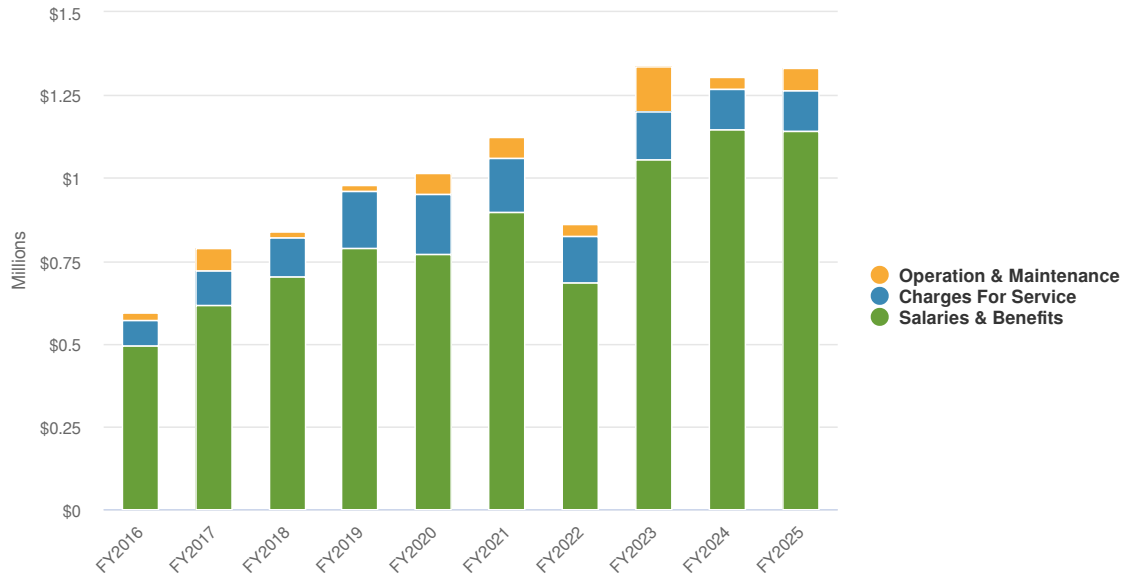
**\$1,333,230** **\$29,450**  
(2.26% vs. prior year)

### City Manager Proposed and Historical Budget vs. Actual



# Expenditures by Expense Type

## Budgeted and Historical Expenditures by Expense Type



| Name                          | FY2022 Actual       | FY2023 Actual         | FY2024 Budget         | FY2025 Budgeted       |
|-------------------------------|---------------------|-----------------------|-----------------------|-----------------------|
| Expense Objects               |                     |                       |                       |                       |
| Salaries & Benefits           | \$686,028.66        | \$1,056,254.30        | \$1,209,720.00        | \$1,143,870.00        |
| Operation & Maintenance       | \$36,853.43         | \$135,892.09          | \$66,500.00           | \$67,400.00           |
| Charges For Service           | \$139,443.00        | \$146,365.00          | \$120,300.00          | \$121,960.00          |
| <b>Total Expense Objects:</b> | <b>\$862,325.09</b> | <b>\$1,338,511.39</b> | <b>\$1,396,520.00</b> | <b>\$1,333,230.00</b> |

## **Personnel Allocation**

|                            | <b>AUTHORIZED<br/>FY23-24</b> | <b>CHANGES</b> | <b>AUTHORIZED<br/>FY24-25</b> |
|----------------------------|-------------------------------|----------------|-------------------------------|
| <b><u>CITY MANAGER</u></b> |                               |                |                               |
| City Manager               | 1.00                          | -              | 1.00                          |
| Assistant City Manager     | 1.00                          | -              | 1.00                          |
| Executive Assistant II     | 1.00                          | -              | 1.00                          |
| Executive Assistant I      | 1.00                          | -              | 1.00                          |
| Total                      | <b>4.00</b>                   | <b>-</b>       | <b>4.00</b>                   |

## **FY 2023 - 24 Accomplishments**

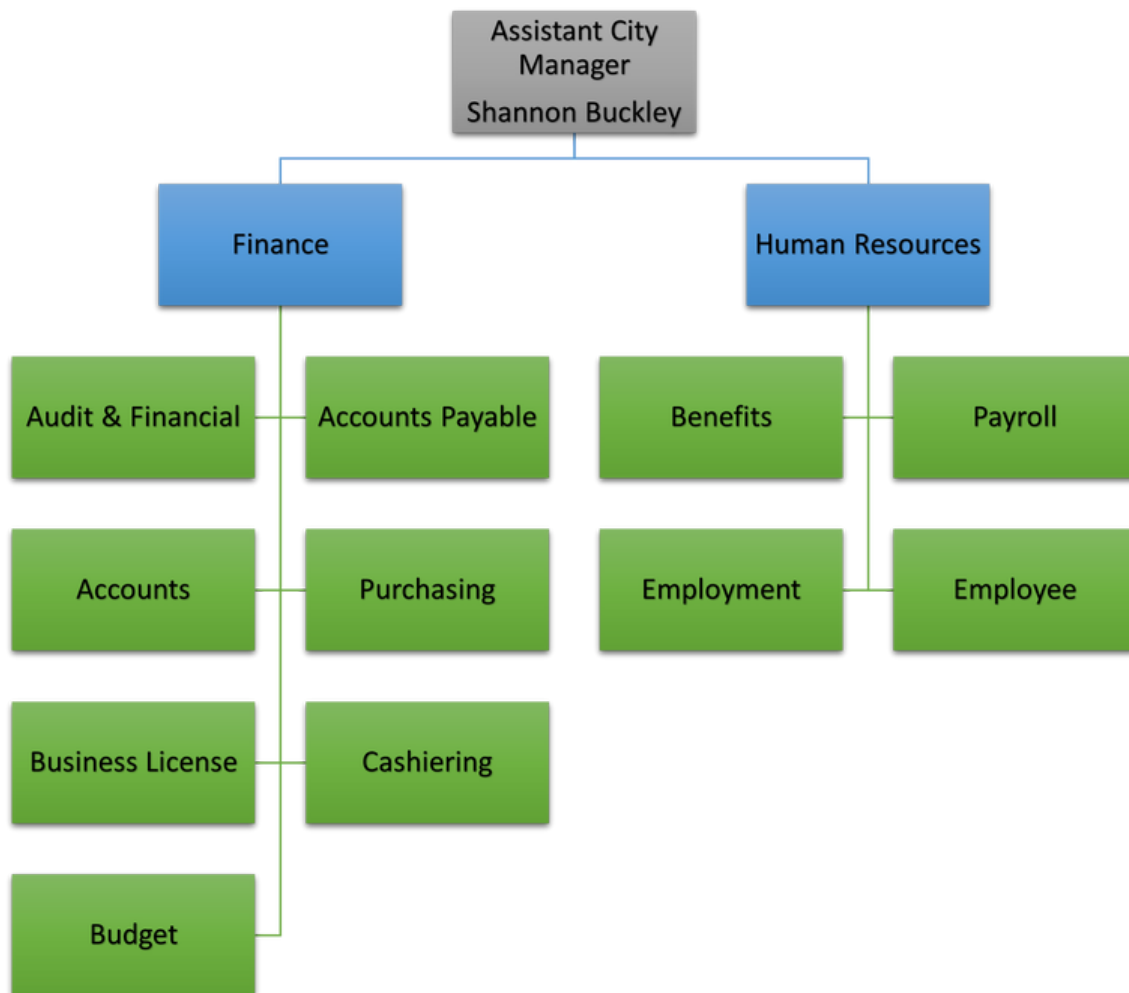
- Broke ground on new City Hall building, that will serve as a modern hub for municipal services, designed to meet the growing needs of our residents and provide a welcoming space for public engagement and local governance.
- Secured \$10 million in funding to build a new modern library.
- Reorganized and restructured some departments to fill critical vacancies in the City including Lake Management, Economic Development, Planning and Community Development.
- Applied for funding opportunities to support high priority issues in the community including homelessness, transportation, pedestrian pathways, the Lake and public safety.
- Continued critical conversations and relationship building with outside agencies and entities to reduce delays and encourage progress for current and future development.
- Continued to foster positive working relationships with area stakeholders by participating in regional, collaborative meetings with surrounding cities, agencies and stakeholders.
- Identified and facilitate the purchase and/or acquisition of key properties throughout the City that provide valuable resources for future community projects.
- Created and promoted professional development opportunities throughout the organization to allow for positive succession amongst employees.
- Improved public information resources and department collaboration to communicate capital improvement and privately funded projects under review, approved, under construction and recently completed within the City.
- Expanded Engage LE efforts to promote opportunities for civic engagement and solidify the City as the primary source of information through Alert LE, digital Soofa Signs, social media, a Citizen's Academy program, and other digital tools.
- Facilitated ongoing communication and collaboration across departments.
- Proactively engaged with property owners and business owners to promote and support their success whenever possible.
- Used city council subcommittees to effectively manage complex tasks and projects that require additional oversight, discussion and approval.
- Supported and assisted all departments, when needed, in prioritizing, communicating, and completing their goals.
- Hosted the 2023 State of the City Address at Launch Pointe.

# Administrative Services

## Mission

The Administrative Services Department responsibilities include cash and investment management, financial reporting, coordination and preparation of the Annual Operating Budget and Capital Improvement Plan, external and internal audits, payroll, accounts receivable, financial oversight, business licensing, purchasing and contracting, financial management of Police, Animal Control and Fire contracts, and administration of all city funds and accounts. The Department is comprised of Finance and Human Resources.

## Organizational Chart

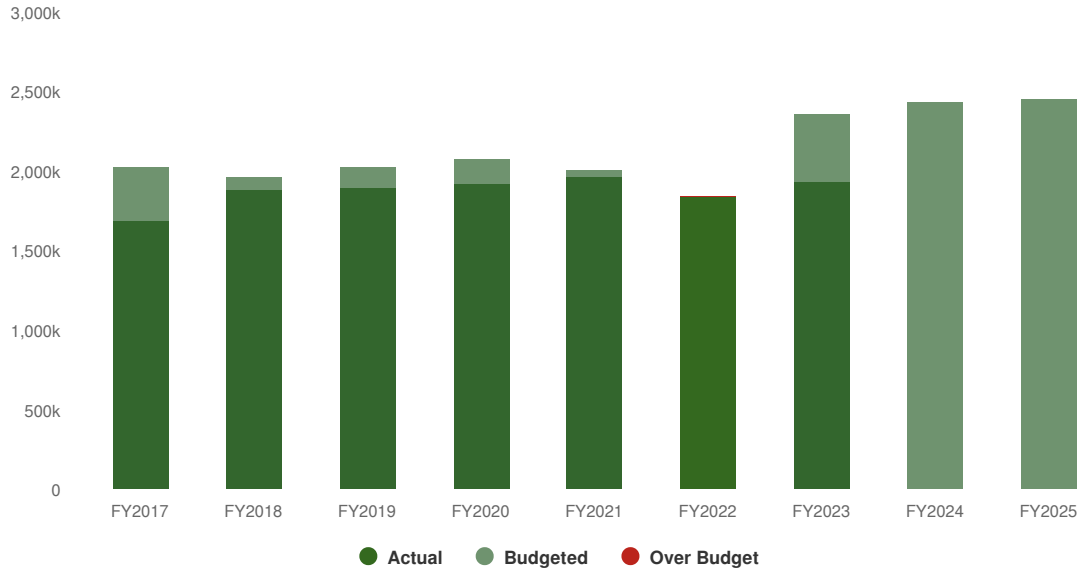




## Expenditures Summary

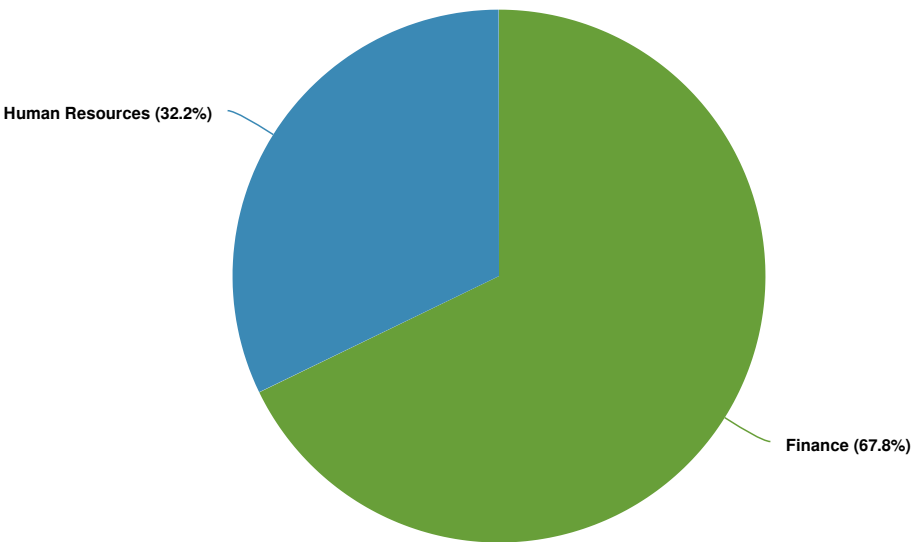
**\$2,456,840** **\$25,190**  
(1.04% vs. prior year)

### Administration Services Proposed and Historical Budget vs. Actual

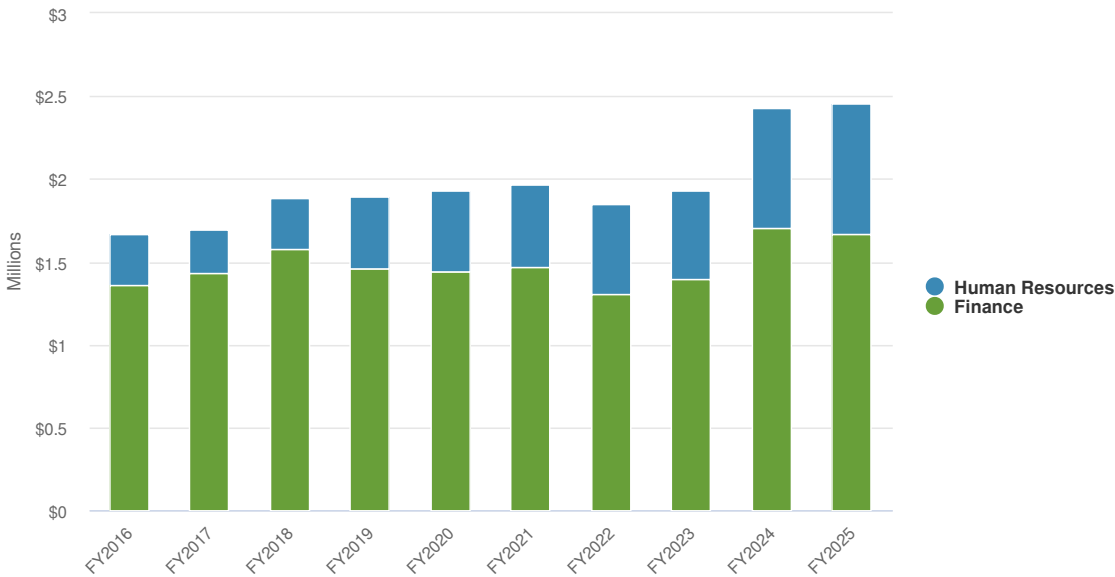


# Expenditures by Function

## Budgeted Expenditures by Function



## Budgeted and Historical Expenditures by Function



# Finance

**Mission**

The Finance Division develops fiscal policies to ensure a financially strong City government, provides finance- based services and facilitates growth in the City through the effective and efficient management of resources and processes.

The Finance Division administers the financial and treasury affairs of the City of Lake Elsinore. It serves as an indispensable partner on topics requiring economic, financial and fiduciary inputs and expertise. As such, the division provides the City's departments and residents with dependable and efficient quality services in Cash Management, Accounting and Financial Reporting, Procurement, Grants and Contracts, as well as its internal and external audit partners.

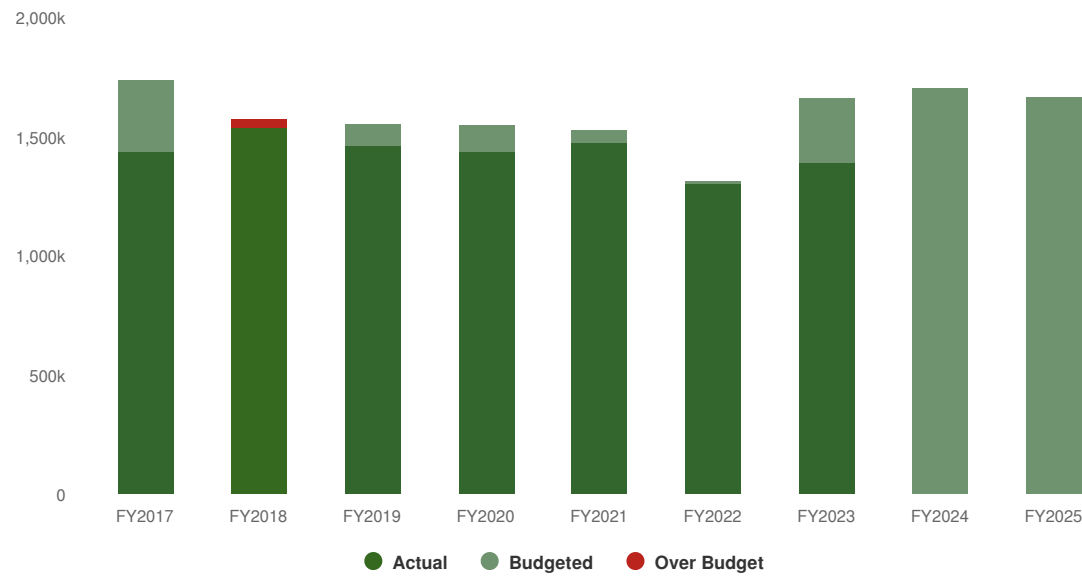
## Expenditures Summary

\$1,666,310

-\$40,120

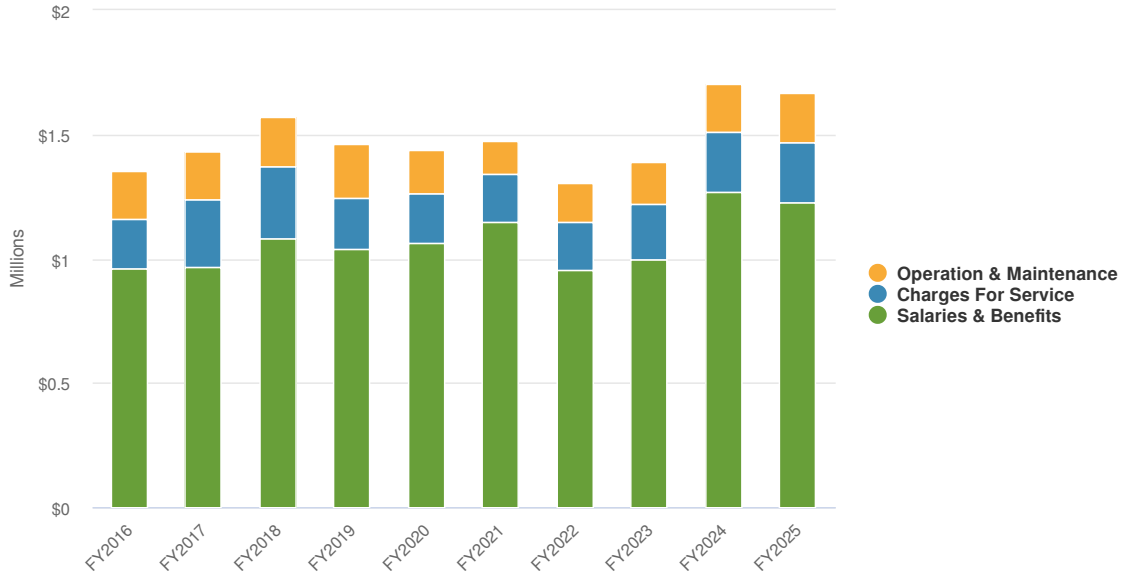
(-2.35% vs. prior year)

Finance Proposed and Historical Budget vs. Actual



# Expenditures by Expense Type

## Budgeted and Historical Expenditures by Expense Type



| Name                          | FY2022 Actual         | FY2023 Actual         | FY2024 Budget         | FY2025 Budgeted       |
|-------------------------------|-----------------------|-----------------------|-----------------------|-----------------------|
| Expense Objects               |                       |                       |                       |                       |
| Salaries & Benefits           | \$954,388.88          | \$999,076.60          | \$1,268,260.00        | \$1,229,420.00        |
| Operation & Maintenance       | \$155,574.16          | \$173,504.90          | \$194,010.00          | \$195,650.00          |
| Charges For Service           | \$195,028.00          | \$218,895.00          | \$245,330.00          | \$241,240.00          |
| <b>Total Expense Objects:</b> | <b>\$1,304,991.04</b> | <b>\$1,391,476.50</b> | <b>\$1,707,600.00</b> | <b>\$1,666,310.00</b> |

## **Personnel Allocation**

|  | <b>AUTHORIZED<br/>FY23-24</b> | <b>CHANGES</b> | <b>AUTHORIZED<br/>FY24-25</b> |
|--|-------------------------------|----------------|-------------------------------|
| Director of Administrative Services (Unfunded) | 0.33                          | -              | 0.33                          |
| Assistant Director of Administrative Services  | 0.33                          | -              | 0.33                          |
| Finance Manager                                | 1.00                          | -              | 1.00                          |
| Fiscal Officer                                 | 1.00                          | -              | 1.00                          |
| Senior Accountant (1 Unfunded)                 | 2.00                          | -              | 2.00                          |
| Accountant I (1 Unfunded)                      | 2.00                          | -              | 2.00                          |
| Account Specialist III (Unfunded)              | 1.00                          | -              | 1.00                          |
| Account Specialist II (1 Unfunded)             | 2.00                          | -              | 2.00                          |
| Total  | <b>9.66</b>                   | <b>-</b>       | <b>9.66</b>                   |

## **FY 2023 - 24 Accomplishments**

- Completed the Annual Comprehensive Financial Statements (ACFR) for June 30, 2023, by January 30, 2024
- Received the Governmental Finance Officers Associations (GFOA) award of Excellence in reporting for the FY 2021-22 ACFR.
- Applied for the Governmental Finance Officers Associations (GFOA) award of Excellence in reporting for the FY 2022-2023 ACFR.
- Updated the Investment Policy for 2023.

# Human Resources

## Mission

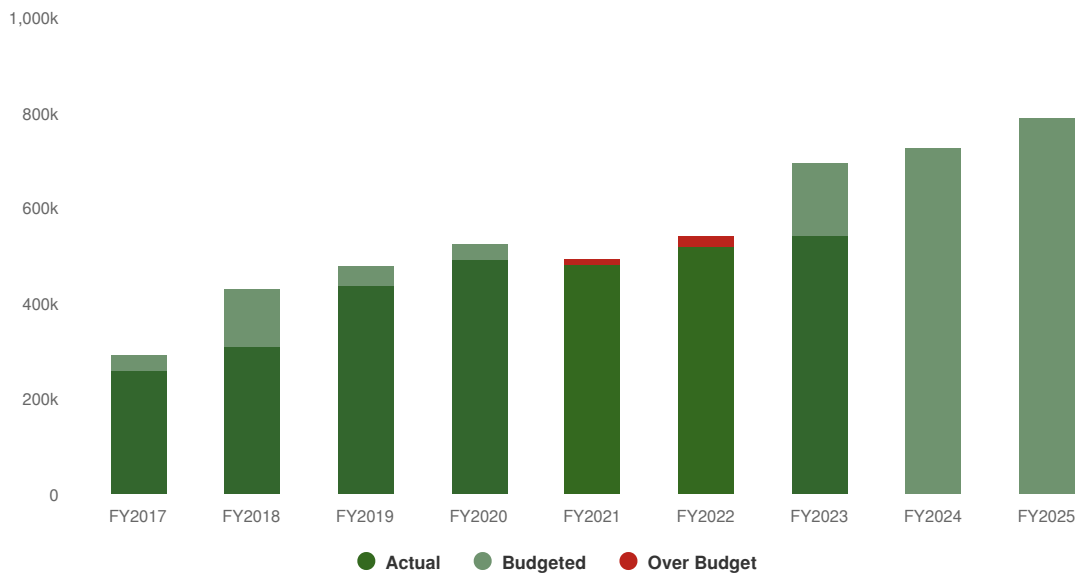
The Human Resources division is part of the Administrative Services Department, which also includes the Finance Division. Its focus is on meeting the personnel and support needs of the City, according to all applicable employment standards and labor laws. The goal of the division is to develop and manage a diverse and skilled workforce.

The division functions include recruitment, benefits, job descriptions, salary surveys, training, performance evaluations and labor relations. The division serves both the City's employees and prospective employees.

## Expenditures Summary

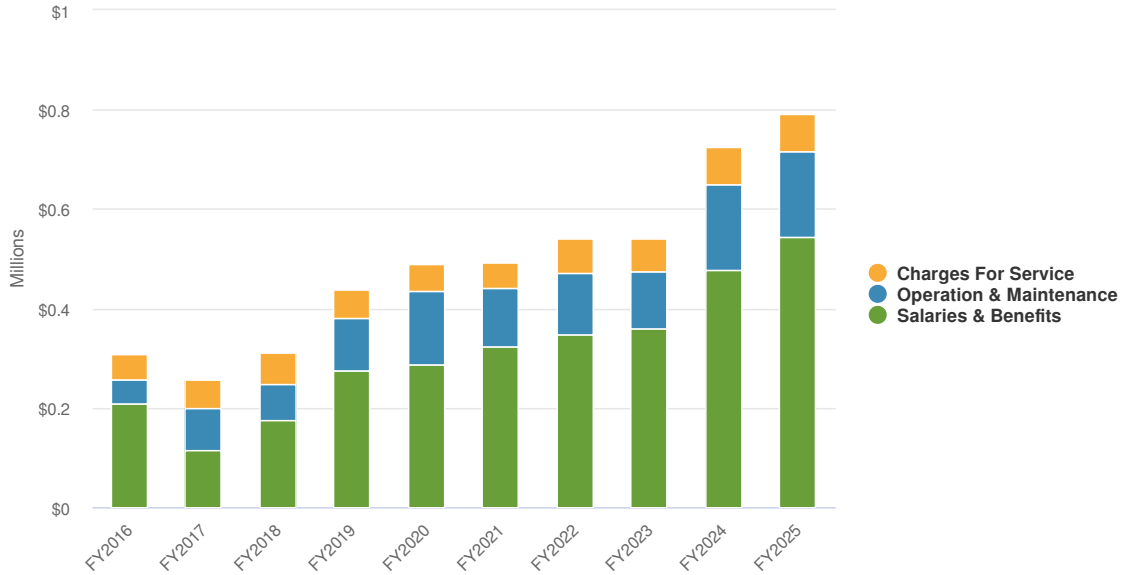
**\$790,530** **\$65,310**  
(9.01% vs. prior year)

### Human Resources Proposed and Historical Budget vs. Actual



## Expenditures by Expense Type

### Budgeted and Historical Expenditures by Expense Type



| Name                          | FY2022 Actual       | FY2023 Actual       | FY2024 Budget       | FY2025 Budgeted     |
|-------------------------------|---------------------|---------------------|---------------------|---------------------|
| Expense Objects               |                     |                     |                     |                     |
| Salaries & Benefits           | \$347,011.18        | \$360,774.11        | \$476,440.00        | \$544,040.00        |
| Operation & Maintenance       | \$124,324.51        | \$113,746.06        | \$172,070.00        | \$171,440.00        |
| Charges For Service           | \$69,483.00         | \$67,666.00         | \$77,140.00         | \$75,050.00         |
| <b>Total Expense Objects:</b> | <b>\$540,818.69</b> | <b>\$542,186.17</b> | <b>\$725,650.00</b> | <b>\$790,530.00</b> |



## **Personnel Allocation**

|  | <b>AUTHORIZED<br/>FY22-23</b> | <b>CHANGES</b> | <b>AUTHORIZED<br/>FY23-24</b> |
|--|-------------------------------|----------------|-------------------------------|
| Director of Administrative Services (Unfunded) | 0.33                          | -              | 0.33                          |
| Assistant Director of Administrative Services  | 0.33                          | -              | 0.33                          |
| Human Resources Manager                        | -                             | 1.00           | 1.00                          |
| Senior Human Resources Analyst (Unfunded)      | 1.00                          | (1.00)         | -                             |
| Human Resource Specialist (Unfunded)           | -                             | 1.00           | 1.00                          |
| Payroll Specialist                             | 1.00                          | -              | 1.00                          |
| Total  | <b>2.66</b>                   | <b>-</b>       | <b>2.66</b>                   |

## **FY 2023 - 24 Accomplishments**

- Attended 2023 JPIA Risk Conference
- Hosted the 2023 Employee Service Award Luncheon
- 2023 Health Open Enrollment was 100% paperless
- Added additional safety training for staff
- Partnered with the CHP to offer driver training
- Created a Workplace Violence Prevention Policy
- Trained staff on workplace violence prevention
- Continued to hold quarterly safety meetings
- Continued accurate payrolls
- Hired 11 full time employees and 27 part time employees
- Reviewed applications and interviewed applicants for new positions
- Promoted 30 employees (full and part time)
- Rolled out new paperless employee evaluation process through Paychex system
- Only 3 workers comp claims
- Partnered with Kaiser to provide medical services for staff
- Updated holidays and work schedules in Paychex
- Reported payroll to CalPERS every pay period
- Completed payroll AP packets every pay period
- Paid/reconciled benefit invoices every month
- Assisted employees with pay and benefit questions/changes/enrollments
- Completed APER and GCC for State Controller's Office
- Reported quarterly State taxes through EDD
- Planned and held numerous employee morale activities



## Public Safety

### Mission

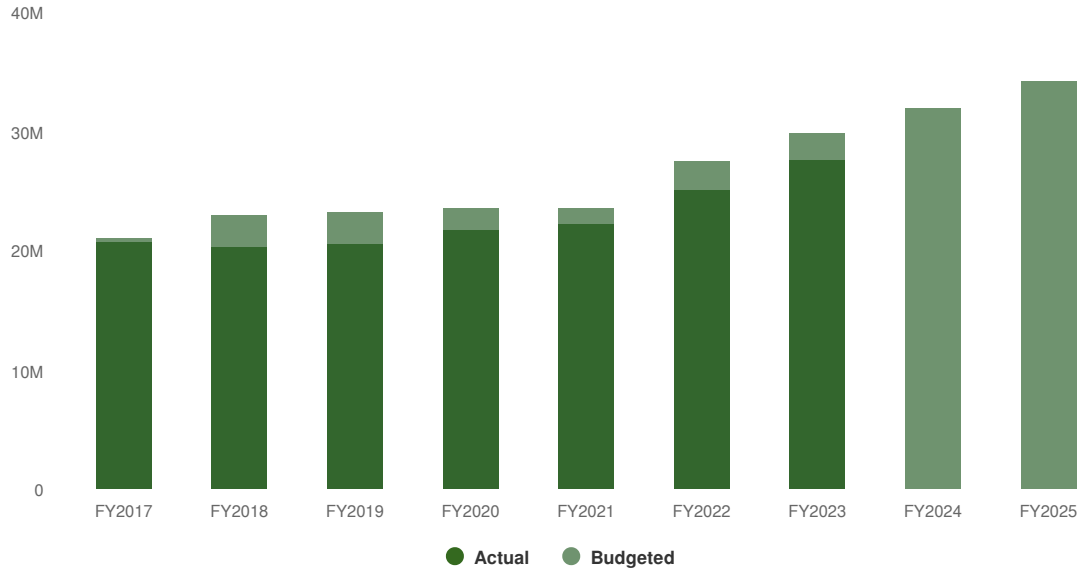
The Public Safety Division is comprised of the collaboration of Police Services, Fire Services (Fire Suppression and Fire Prevention), Animal Services, and Emergency Services to serve the City of Lake Elsinore.



## Expenditures Summary

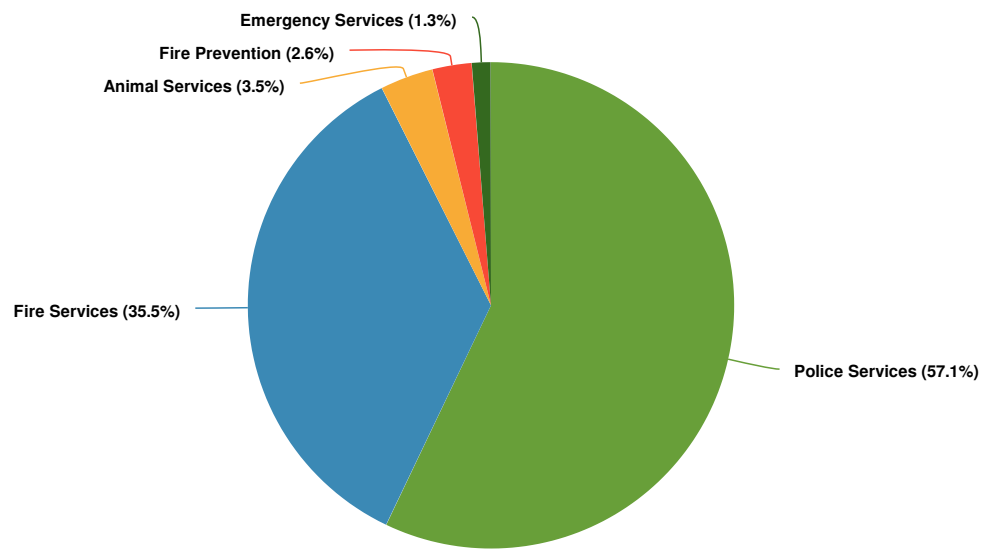
**\$34,202,880** **\$2,290,430**  
(7.18% vs. prior year)

### Public Safety Proposed and Historical Budget vs. Actual

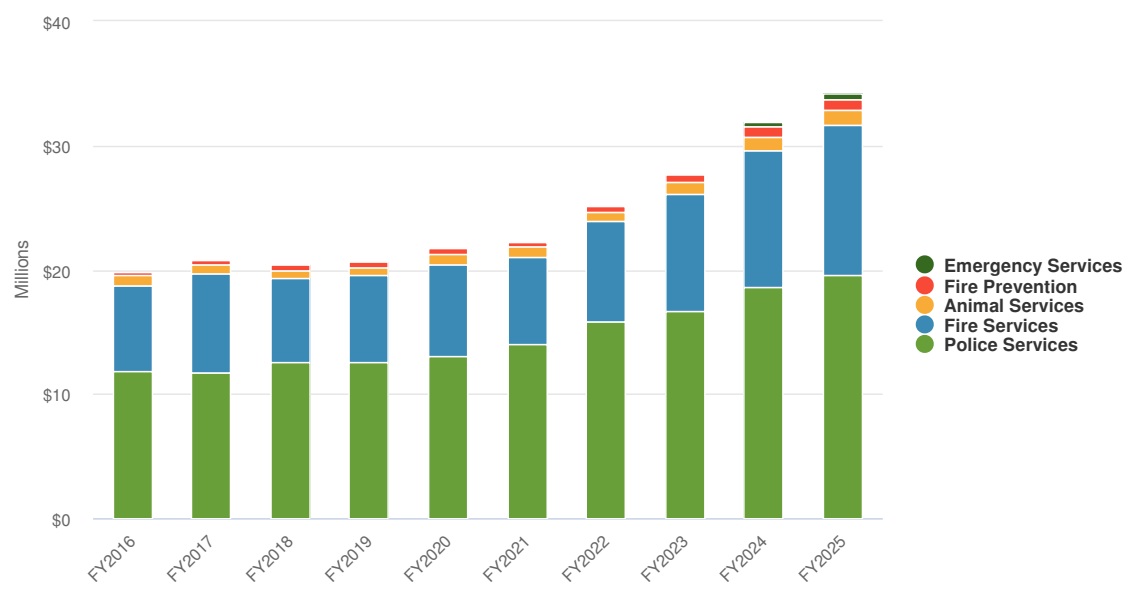


# Expenditures by Function

## Budgeted Expenditures by Function



## Budgeted and Historical Expenditures by Function

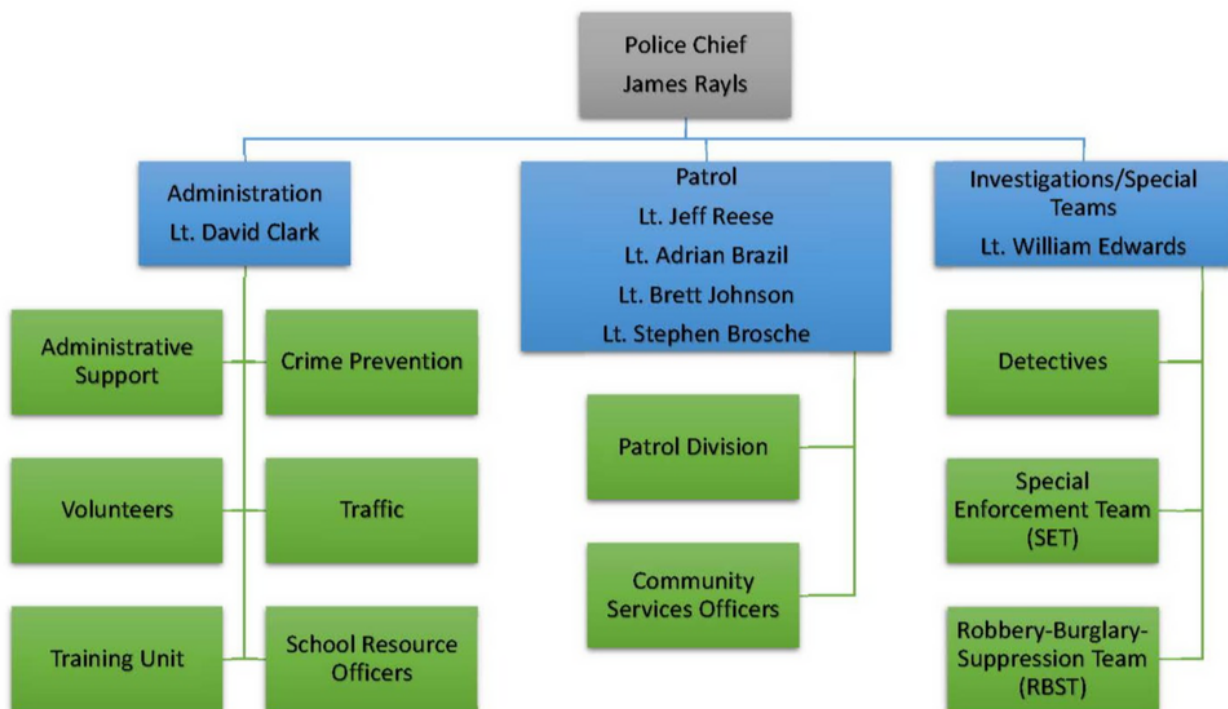


# Police Services

## Mission

The mission of the Lake Elsinore Sheriff's Station is to provide our community with law enforcement services through the determined pursuit of criminal offenders and by using innovative crime prevention tactics. This is accomplished through a partnership with the community that uses mutual trust and transparency to enhance the quality of life for our residents, while reducing crime and protecting the individual rights of every citizen. Service above self.

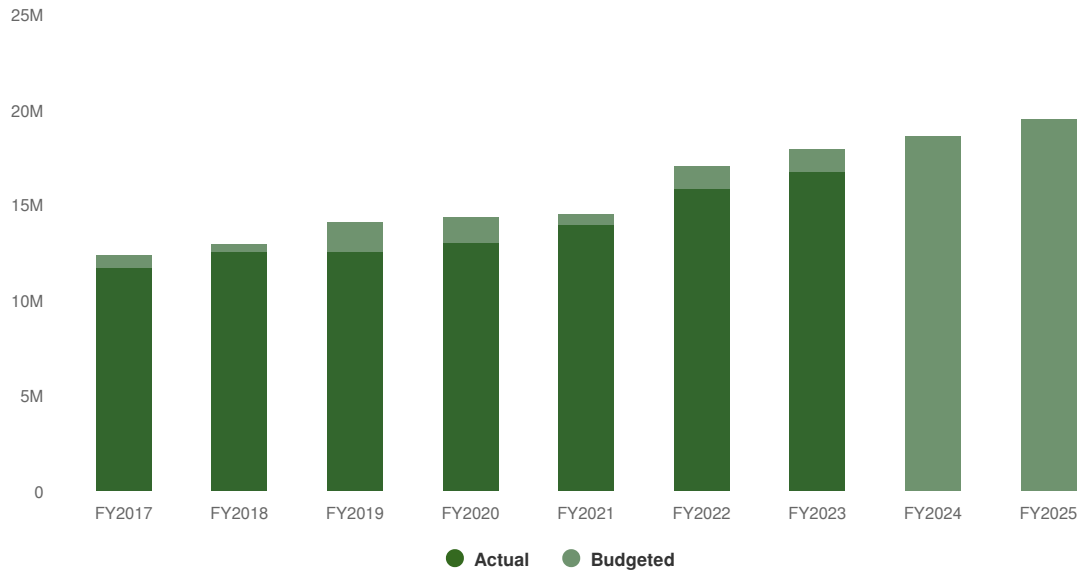
## Organizational Chart



## Expenditures Summary

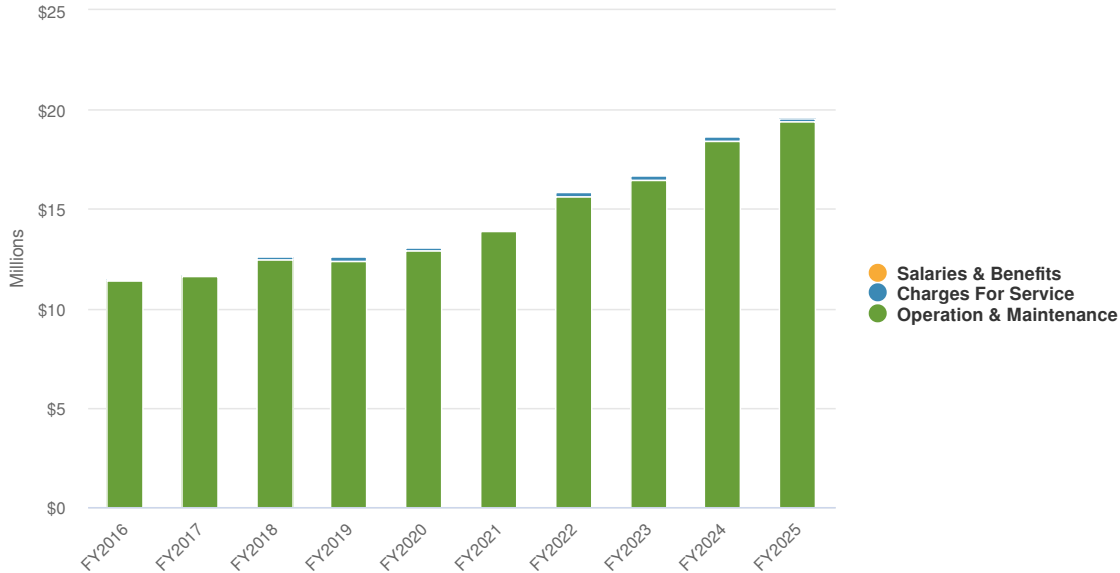
**\$19,531,030** **\$878,810**  
(4.71% vs. prior year)

### Police Services Proposed and Historical Budget vs. Actual



# Expenditures by Expense Type

## Budgeted and Historical Expenditures by Expense Type



| Name                          | FY2022 Actual          | FY2023 Actual          | FY2024 Budget          | FY2025 Budgeted        |
|-------------------------------|------------------------|------------------------|------------------------|------------------------|
| Expense Objects               |                        |                        |                        |                        |
| Salaries & Benefits           | \$12,856.00            | \$0.00                 | \$0.00                 | \$0.00                 |
| Operation & Maintenance       | \$15,651,429.58        | \$16,493,690.78        | \$18,434,220.00        | \$19,388,060.00        |
| Charges For Service           | \$212,105.00           | \$234,278.00           | \$218,000.00           | \$142,970.00           |
| <b>Total Expense Objects:</b> | <b>\$15,876,390.58</b> | <b>\$16,727,968.78</b> | <b>\$18,652,220.00</b> | <b>\$19,531,030.00</b> |

### FY 2023 - 24 Accomplishments

- **Enhanced Homeless Outreach Collaboration:** We deepened our partnership with Code Enforcement, SWAG, and other stakeholders focused on homeless outreach. This strategic alliance contributed to a notable reduction in homelessness across the city, demonstrating our commitment to community welfare and proactive problem-solving.
- **Burglary Suppression Team:** In response to the rising challenge of Organized Retail Theft, we launched a dedicated Burglary Suppression Team. This specialized unit has been instrumental in combating theft and ensuring the safety and security of local businesses.
- **Community Services Team:** A newly formed Community Services Team now focuses exclusively on engaging with residents and addressing quality of life concerns. This proactive approach enhances community relations and fosters a safer, more supportive environment for all.
- **Expanded the Crime-Free Multi-Housing Program:** Through revitalization efforts, our Crime-Free Multi-Housing Program has been strengthened. This initiative is crucial in promoting safe living environments and reducing crime within multifamily housing complexes.
- **Optimized Measure Z Funds for Public Safety:** Working closely with the City manager and City Council, we effectively allocated Measure Z funds to bolster public safety services. This collaboration has enabled us to enhance our operational capabilities and better serve the needs of our community.
- **Worked to reduce DUI-related collisions and injuries:** Made significant strides in reducing DUI-related collisions through targeted enforcement and strong community partnerships. We implemented focused strategies such as proactive patrols, and DUI checkpoints. For the fourth consecutive year, a deputy from the Lake Elsinore Station was awarded "Top Cop" from MADD for the most DUI arrest in the county of Riverside.

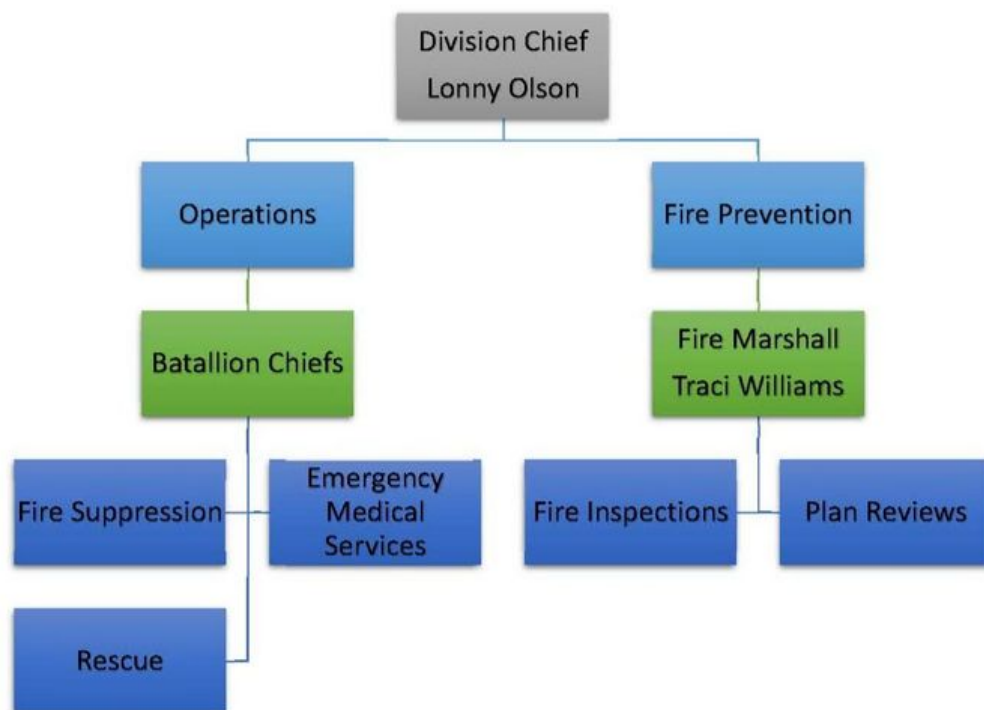


# Fire Services

## Mission

The Fire Services Division contracts with both Riverside County Fire and Cal Fire. This coordination provides the citizens of Lake Elsinore with fire, emergency response as well as prevention, with the highest service.

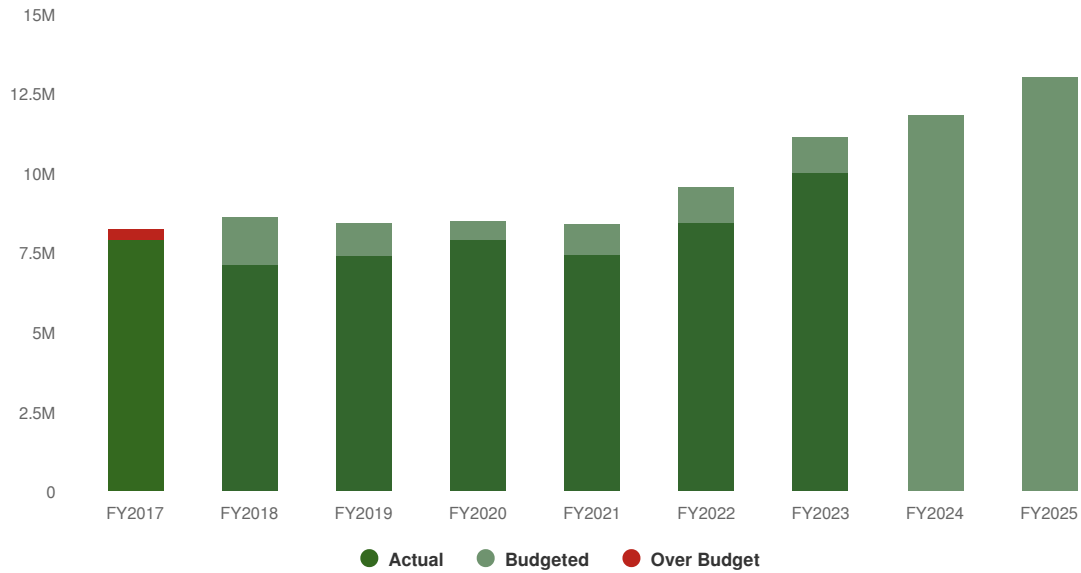
## Organizational Chart



## Expenditures Summary

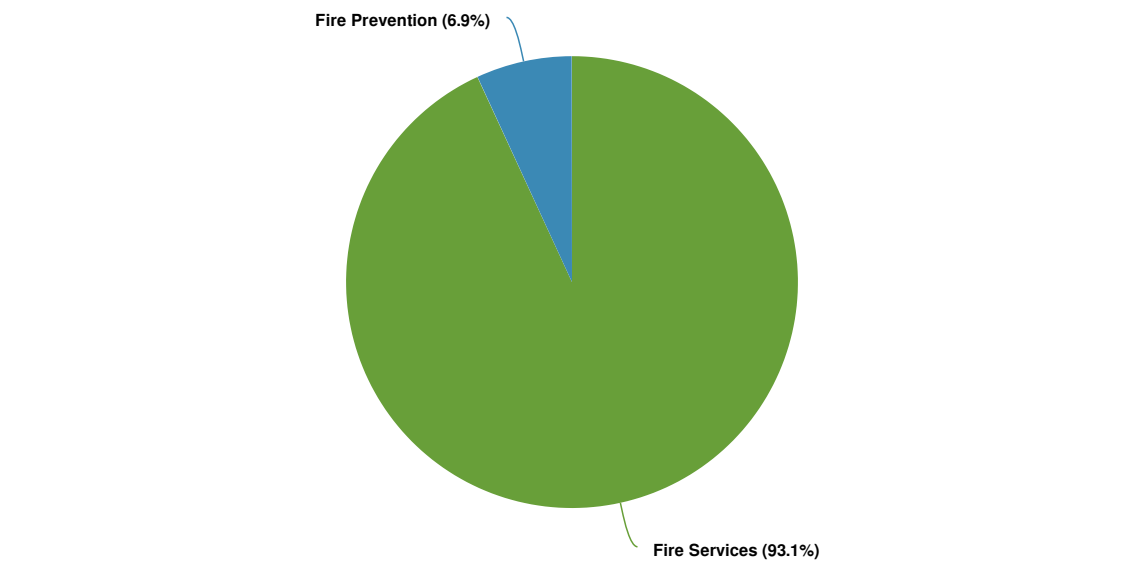
**\$13,031,350** **\$1,181,070**  
(9.97% vs. prior year)

### Fire Services Proposed and Historical Budget vs. Actual

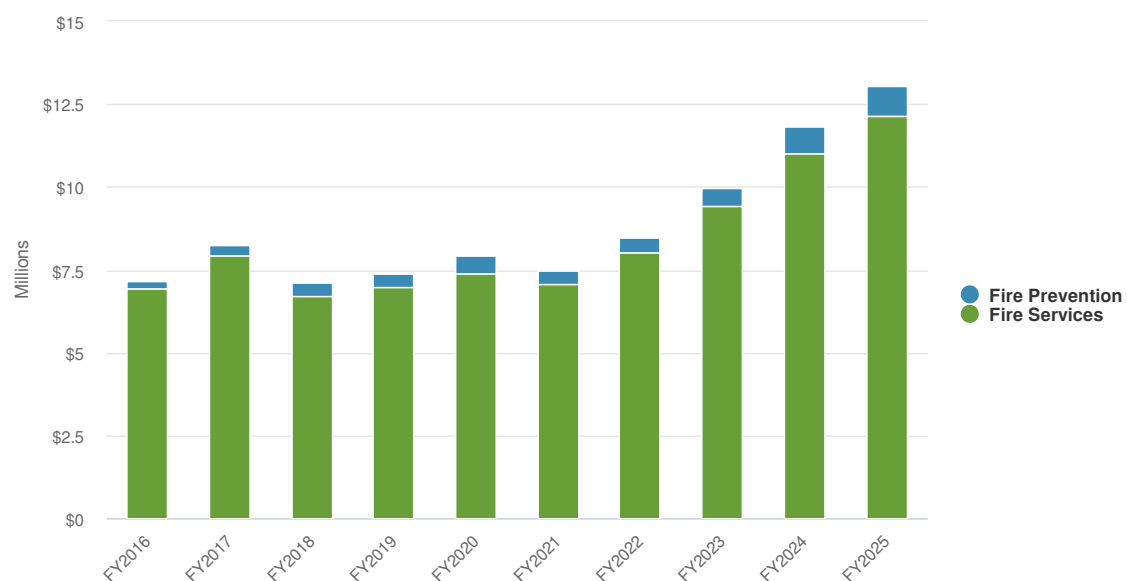


# Expenditures by Function

## Budgeted Expenditures by Function



## Budgeted and Historical Expenditures by Function

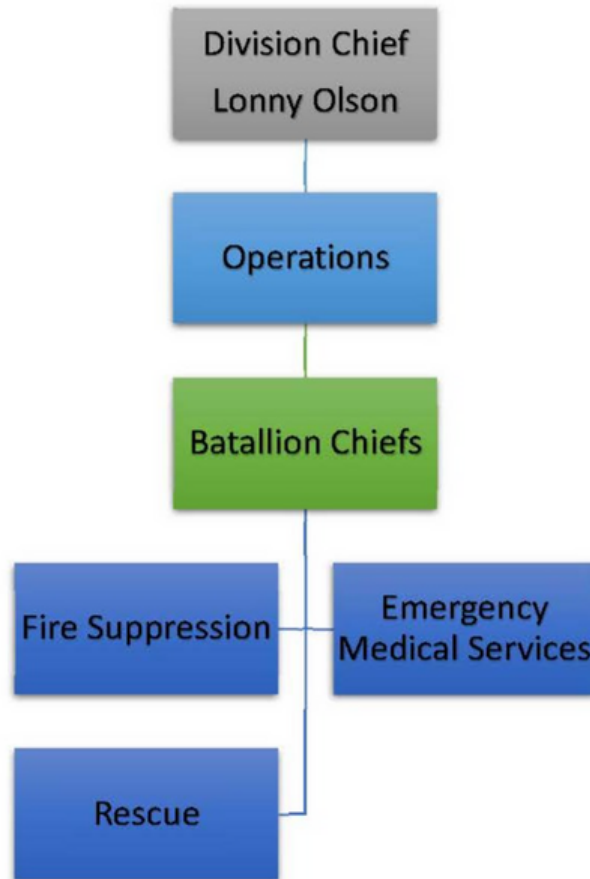


# Fire Suppression

## Mission

The Lake Elsinore Fire Department maintains the highest levels of fire and disaster preparedness, prevention, and community involvement in order to ensure the safety of both our residents and visitors. The City contracts with the Riverside County Fire Department for Fire Services. Emergency Operations provides comprehensive emergency services, utilizing responsible fiscal management, a highly trained work force, progressive technology and modern equipment to dispense Fire and Paramedic services. The Fire Department is dedicated to protecting life, property, and the environment throughout the City.

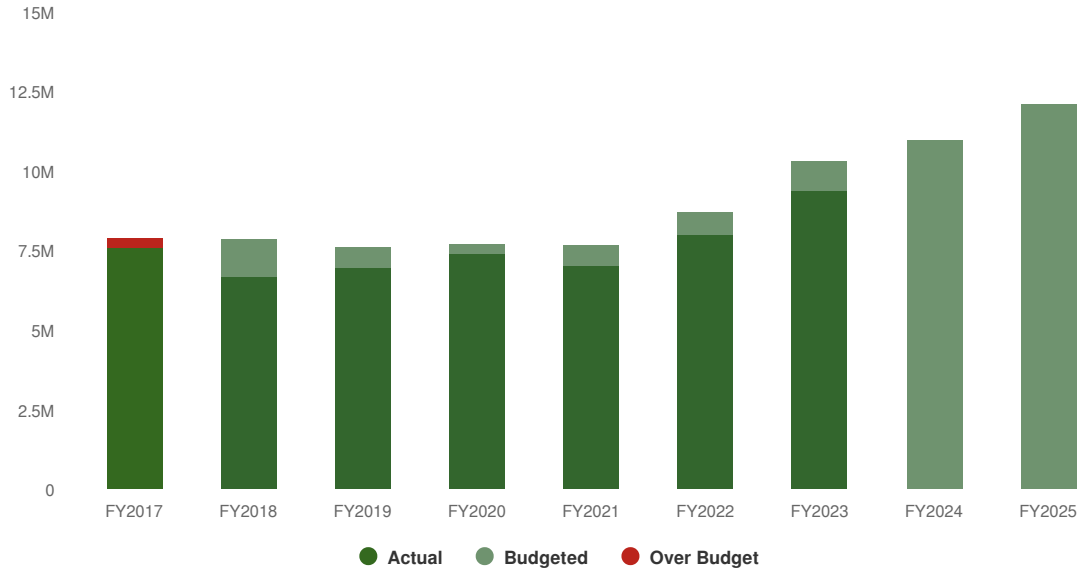
## Organizational Chart



## Expenditures Summary

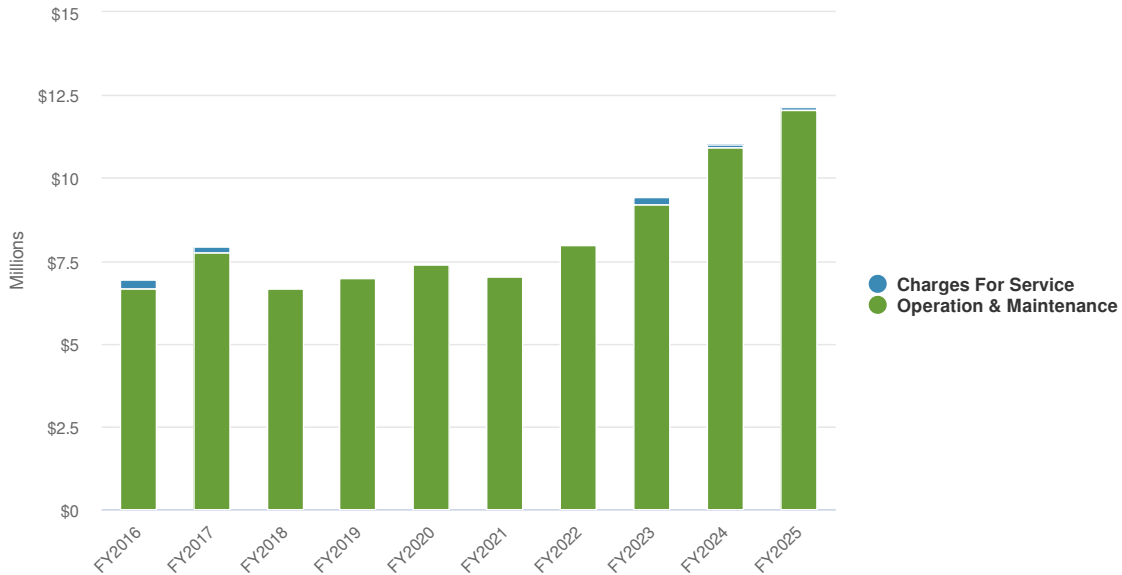
**\$12,136,450** **\$1,132,200**  
(10.29% vs. prior year)

### Fire Suppression Proposed and Historical Budget vs. Actual



## Expenditures by Expense Type

### Budgeted and Historical Expenditures by Expense Type



| Name                          | FY2022 Actual         | FY2023 Actual         | FY2024 Budget          | FY2025 Budgeted        |
|-------------------------------|-----------------------|-----------------------|------------------------|------------------------|
| Expense Objects               |                       |                       |                        |                        |
| Operation & Maintenance       | \$7,980,097.34        | \$9,204,927.94        | \$10,940,460.00        | \$12,036,050.00        |
| Charges For Service           | \$35,228.00           | \$204,361.00          | \$63,790.00            | \$100,400.00           |
| <b>Total Expense Objects:</b> | <b>\$8,015,325.34</b> | <b>\$9,409,288.94</b> | <b>\$11,004,250.00</b> | <b>\$12,136,450.00</b> |

### FY 2023 - 24 Accomplishments

- Maintained Emergency Response Time:
  - Sustained an average emergency response time of 4.7 minutes, ensuring rapid response to the community.
- Response to Calls for Service:
  - Responded to 6,788 calls for service, focusing on customer service and public safety for a wide range of emergencies.
- Fire Explorer Recruitment:
  - Recruited 9 new Fire Explorers for the Lake Elsinore Fire Explorers Post 297, fostering the next generation of firefighters and enhancing community engagement.



# Fire Prevention

## Mission

The Lake Elsinore Office of the Fire Marshal enforces the 2019 edition of the California Code of Regulations, Titles 19 and 24. This includes the California Fire Code, California Building Code, and California Residential Code.

The Fire Department conducts business license inspections to promote fire safety for business owners, their employees, and the general public.

## Organizational Chart

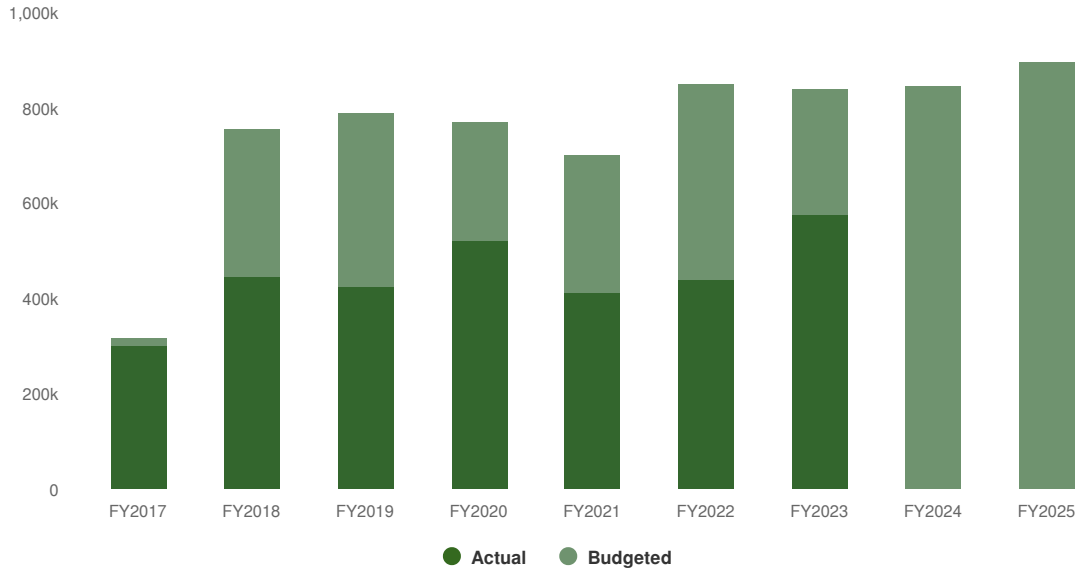




## Expenditures Summary

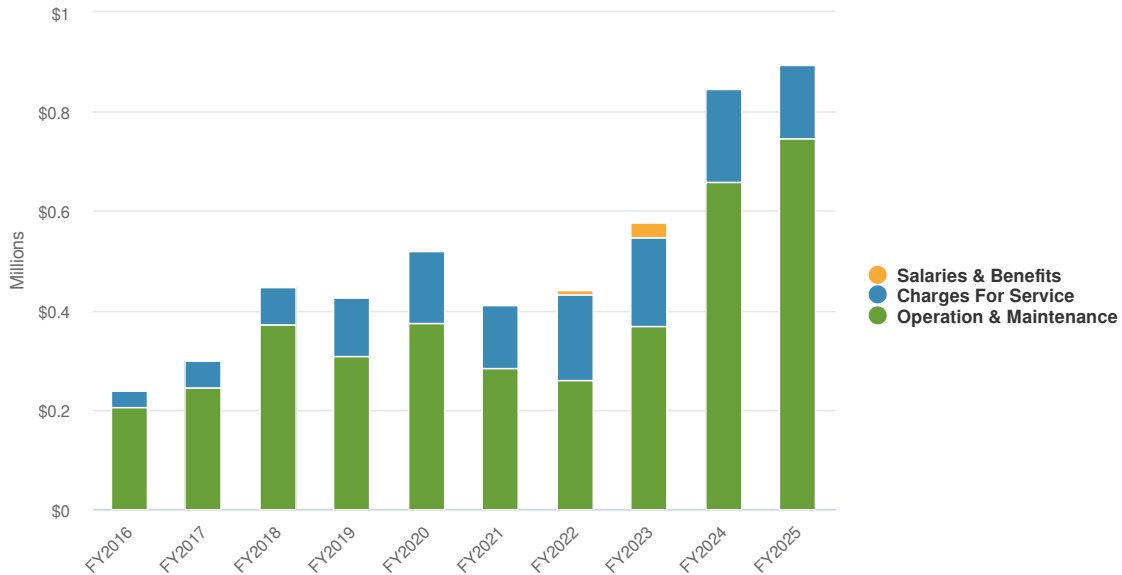
**\$894,900** **\$48,870**  
(5.78% vs. prior year)

### Fire Prevention Proposed and Historical Budget vs. Actual



## Expenditures by Expense Type

### Budgeted and Historical Expenditures by Expense Type



| Name                          | FY2022 Actual       | FY2023 Actual       | FY2024 Budget       | FY2025 Budgeted     |
|-------------------------------|---------------------|---------------------|---------------------|---------------------|
| Expense Objects               |                     |                     |                     |                     |
| Salaries & Benefits           | \$7,620.77          | \$30,112.32         | \$0.00              | \$0.00              |
| Operation & Maintenance       | \$258,858.89        | \$367,396.42        | \$658,530.00        | \$744,780.00        |
| Charges For Service           | \$174,263.00        | \$178,164.00        | \$188,240.00        | \$150,120.00        |
| <b>Total Expense Objects:</b> | <b>\$440,742.66</b> | <b>\$575,672.74</b> | <b>\$846,770.00</b> | <b>\$894,900.00</b> |

### FY 2023 - 24 Accomplishments

- Updated the Weed Abatement policies, forms, and citations online and in our Weed Abatement accountability portal (Comcate)
- Updated all Fire Department related forms to reflect the current code cycles and posted them online for public access.
- Updated the Lake Elsinore Office of the Fire Marshal web page. Creating additional tabs for easier access to OFM information and easier ways to contact our office.
- Partnered with Community Services to create a new section within the Special Events packet, specifically addressing Fire requirements and application.
- Completed 3000+ weed abatement inspections.
- Completed 590 plan reviews and 1081 inspections

# Animal Services

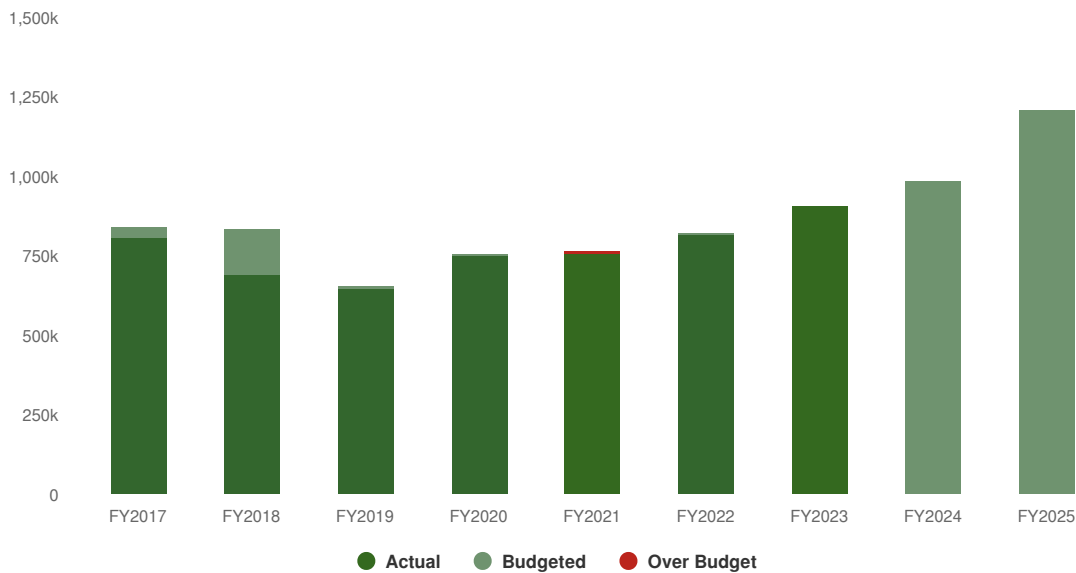
## Mission

To contract with and support the Animal Friends of the Valley to provide adequate and reasonable animal control sheltering and field services for our residents, including: dog and cat licensing, community patrols, spay and neuter, microchipping and adoption services to protect the public safety of our community while reducing overpopulation and saving animal lives.

## Expenditures Summary

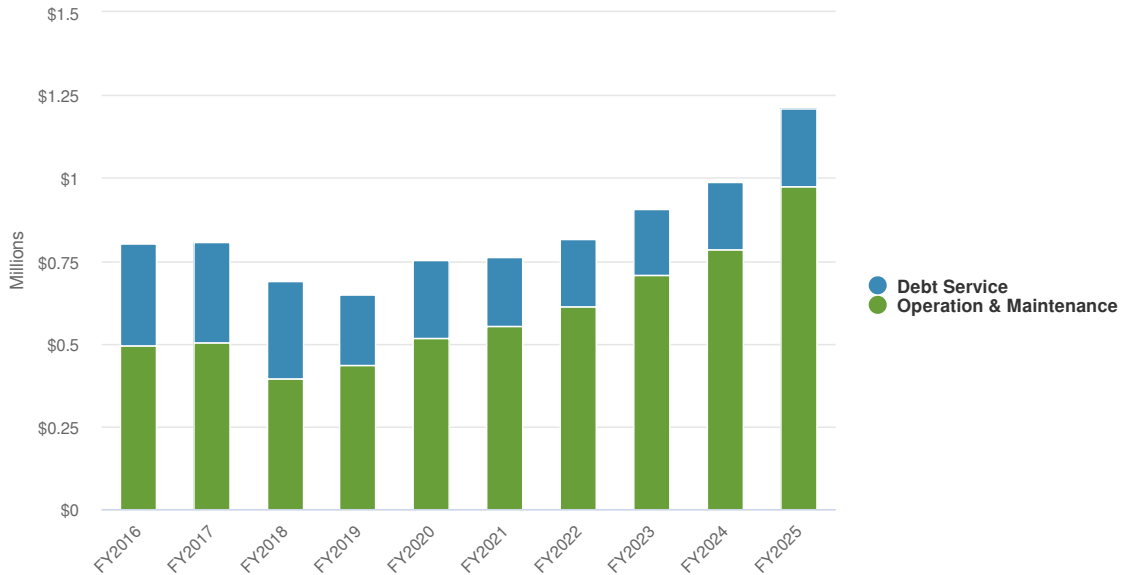
**\$1,209,040** **\$221,540**  
(22.43% vs. prior year)

### Animal Services Proposed and Historical Budget vs. Actual



## Expenditures by Expense Type

### Budgeted and Historical Expenditures by Expense Type



| Name                          | FY2022 Actual       | FY2023 Actual       | FY2024 Budget       | FY2025 Budgeted       |
|-------------------------------|---------------------|---------------------|---------------------|-----------------------|
| Expense Objects               |                     |                     |                     |                       |
| Operation & Maintenance       | \$613,687.41        | \$707,304.00        | \$785,000.00        | \$975,990.00          |
| Debt Service                  | \$201,130.85        | \$199,161.40        | \$199,500.00        | \$233,050.00          |
| <b>Total Expense Objects:</b> | <b>\$814,818.26</b> | <b>\$906,465.40</b> | <b>\$984,500.00</b> | <b>\$1,209,040.00</b> |

#### FY 2023 - 24 Accomplishments

- Further explored funding and cost recovery opportunities to phase in future increases in the total number of active animal control patrol hours per day.
- Developed a tool to do a thorough analysis of our sheltering numbers to understand the areas of greatest impact to identify ways to reduce long-term costs.
- As part of the overall fee study, align existing animal control fees, fines and services with the other cities in Southwest Riverside County.
- Expanded efforts to educate the community about responsible pet ownership and overall animal control costs and statistics in the City.
- Supported the Animal Friends of the Valleys marketing and donor development opportunity by sharing critical animal control messages through the City's existing communication channels.

# Emergency Services

The City of Lake Elsinore Emergency Services strives to promote a secure and resilient City with the capabilities required across the whole community to prevent, protect against, mitigate, respond to and recover from threats and hazards that pose the greatest risk.

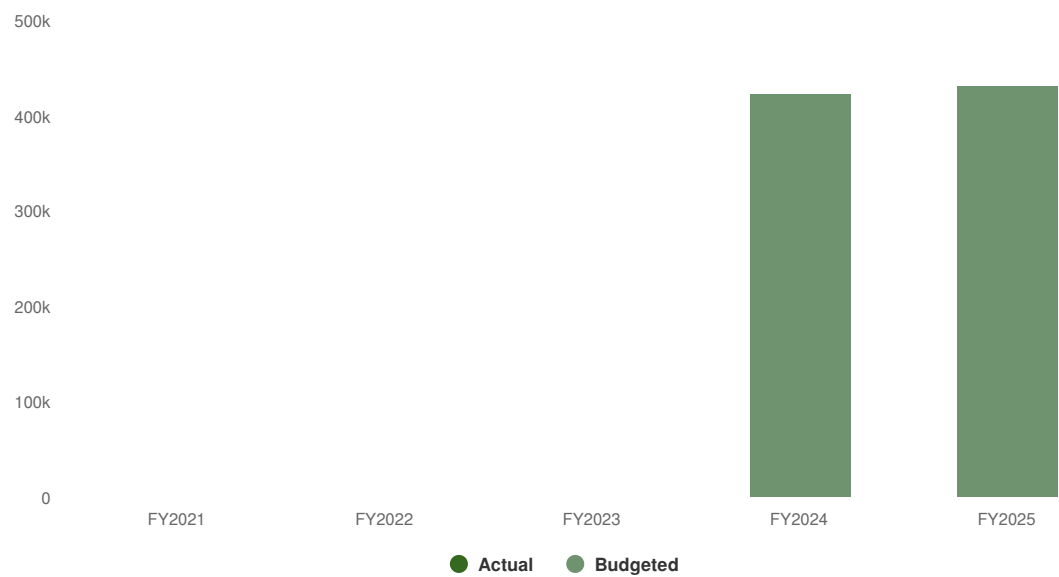
## Expenditures Summary

\$431,460

\$9,010

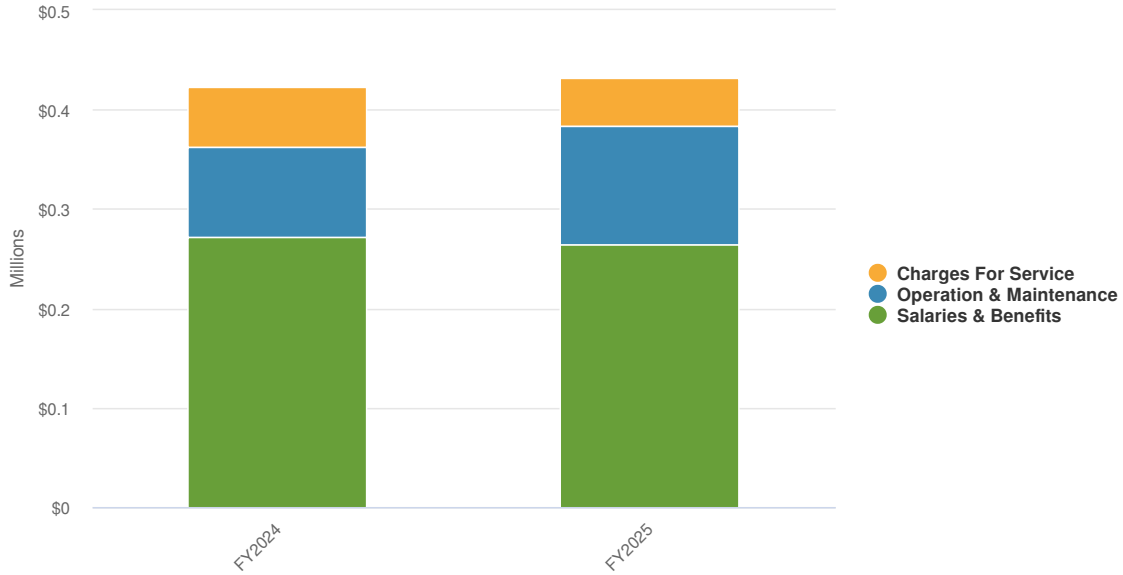
(2.13% vs. prior year)

Emergency Services Proposed and Historical Budget vs. Actual



# Expenditures by Expense Type

## Budgeted and Historical Expenditures by Expense Type



| Name                          | FY2022 Actual | FY2023 Actual | FY2024 Budget       | FY2025 Budgeted     |
|-------------------------------|---------------|---------------|---------------------|---------------------|
| Expense Objects               |               |               |                     |                     |
| Salaries & Benefits           | \$0.00        | \$0.00        | \$271,760.00        | \$264,140.00        |
| Operation & Maintenance       | \$0.00        | \$0.00        | \$90,650.00         | \$119,650.00        |
| Charges For Service           | \$0.00        | \$0.00        | \$60,220.00         | \$47,670.00         |
| <b>Total Expense Objects:</b> | <b>\$0.00</b> | <b>\$0.00</b> | <b>\$422,630.00</b> | <b>\$431,460.00</b> |

## Personnel Allocation

|                            | AUTHORIZED<br>FY23-24 | CHANGES | AUTHORIZED<br>FY24-25 |
|----------------------------|-----------------------|---------|-----------------------|
| <b>EMERGENCY SERVICES</b>  |                       |         |                       |
| Emergency Services Manager | 1.00                  | -       | 1.00                  |
| Total                      | <b>1.00</b>           | -       | <b>1.00</b>           |

## FY 2023 - 24 Accomplishments

- Created and established three Concept of Operations (ConOps) plans for the City's annual events (Mariachi Fest, Winterfest, Live Under the Star, and 2004 4<sup>th</sup> of July Weekend Events).
- Successfully completed, submitted, and got approved the City Local Hazard Mitigation Plan to the California Office of Emergency Services (Cal-OES) and Federal Emergency Management Agency (FEMA).
- Completed Incident Command System/Standardized Emergency Management System/National Incident Management System (ICS/SEMS/NIMS) training too new city staff and refresher.
- Successfully implemented an Annual Emergency Preparedness EXPO at the Lowes Parking Lot for Emergency Preparedness Month (September).
- Completed EOC Section Training for City EOC staff.
- Successfully completed a AED program.
- Strengthened our relationship with our Local, State, and Federal partners (Neighboring Cities and Special Districts, CHP – Riverside & Temecula Station, Border Patrol – Murrieta Station, RSO – Elsinore Station & SERT), at our monthly meeting Cities & Special District Emergency Managers (CSDEM) that's been going on two years.
- Successfully completed a Social Media process for City staff.
- Developed and completed and Workplace Violence policy and yearly training for city staff.
- Facilitated a 2023 Great Shake Out (Drop, Cover, and Hold) and evacuate drill for all buildings.



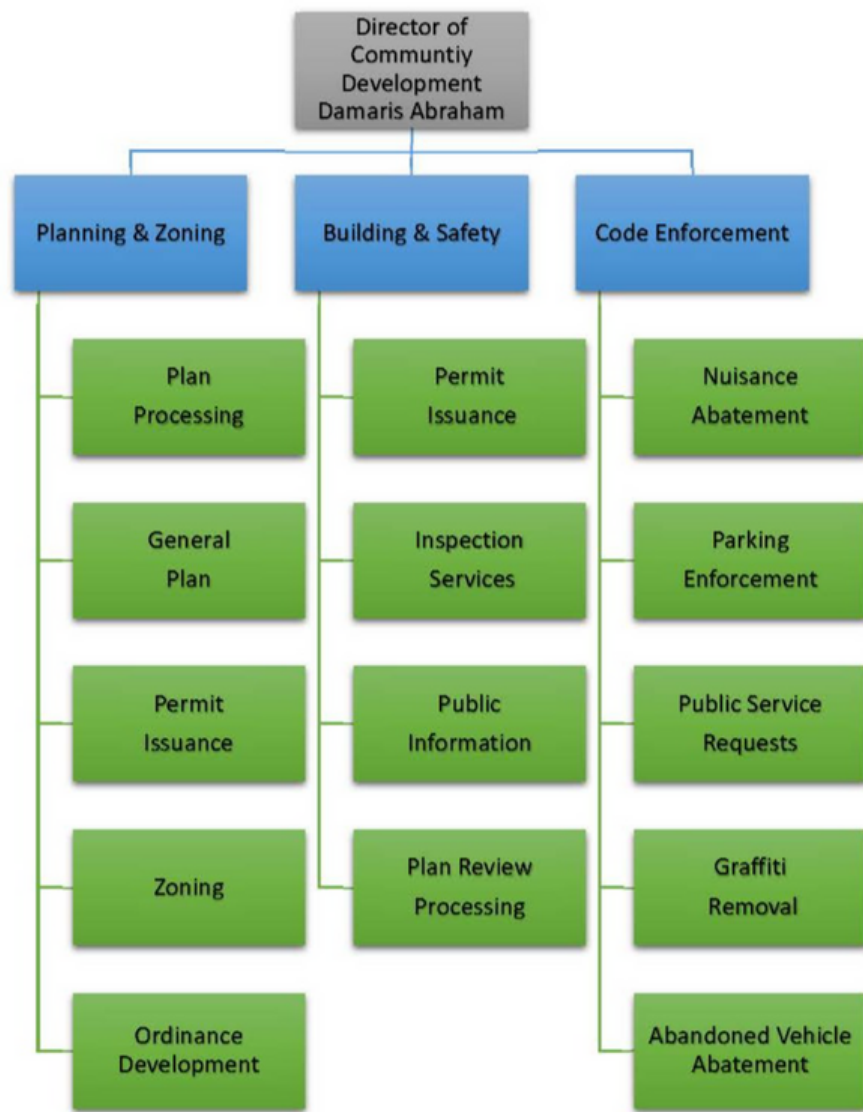


# Community Development

## Mission

Community Development is a multi-disciplinary department providing a range of planning, development services, and affordable housing and related programs to citizens, elected officials, appointed boards, commissions, and City Departments. The department ensures that all development is consistent with the Municipal and Building Codes, the goals of the community, life safety, and neighborhood preservation. The Community Development Department consists of three divisions: Planning & Zoning, Building & Safety, and Code Enforcement.

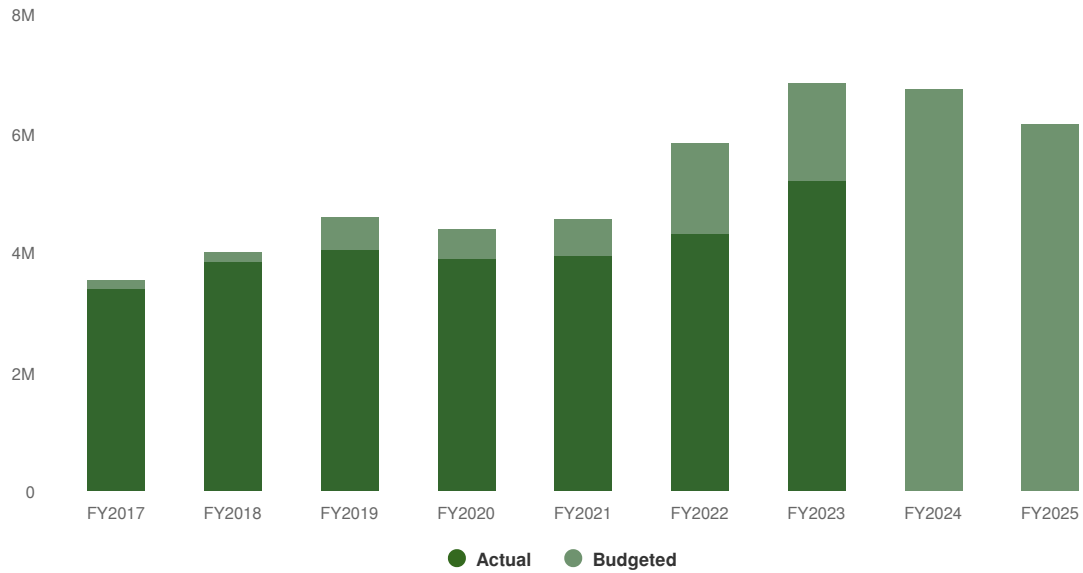
## Organizational Chart



## Expenditures Summary

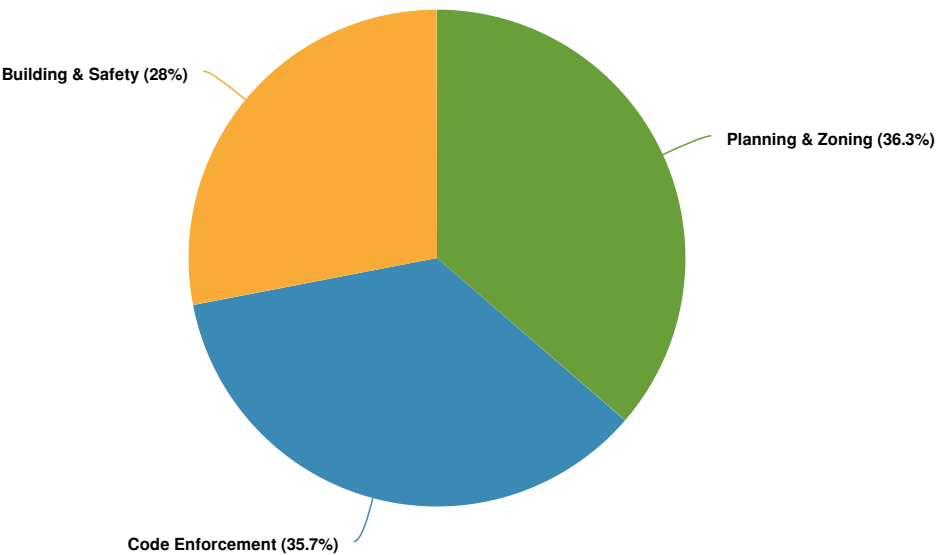
**\$6,173,860** **-\$560,370**  
(-8.32% vs. prior year)

### Community Development Proposed and Historical Budget vs. Actual

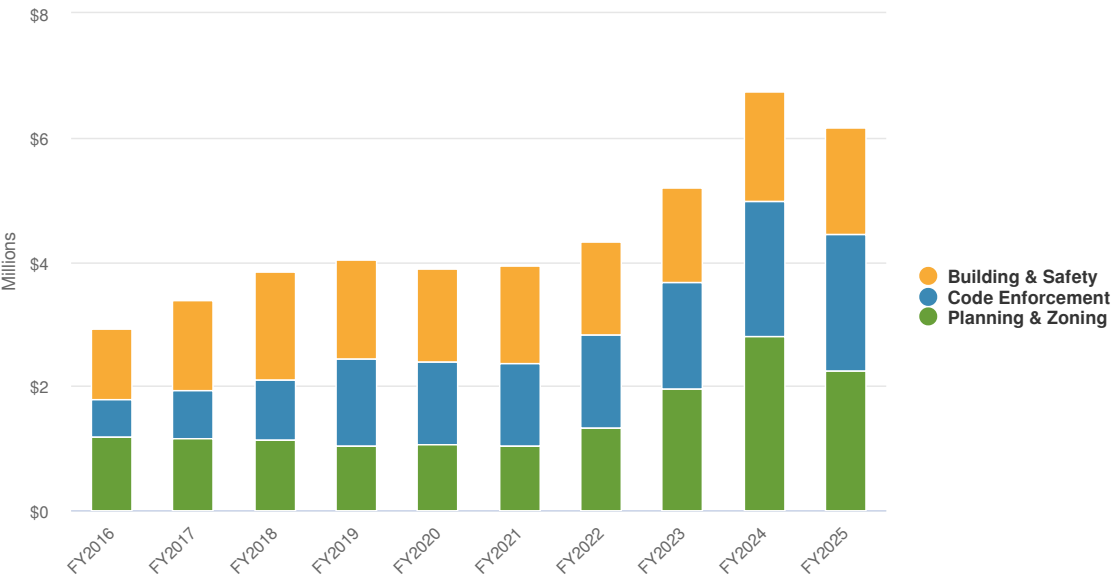


# Expenditures by Function

## Budgeted Expenditures by Function



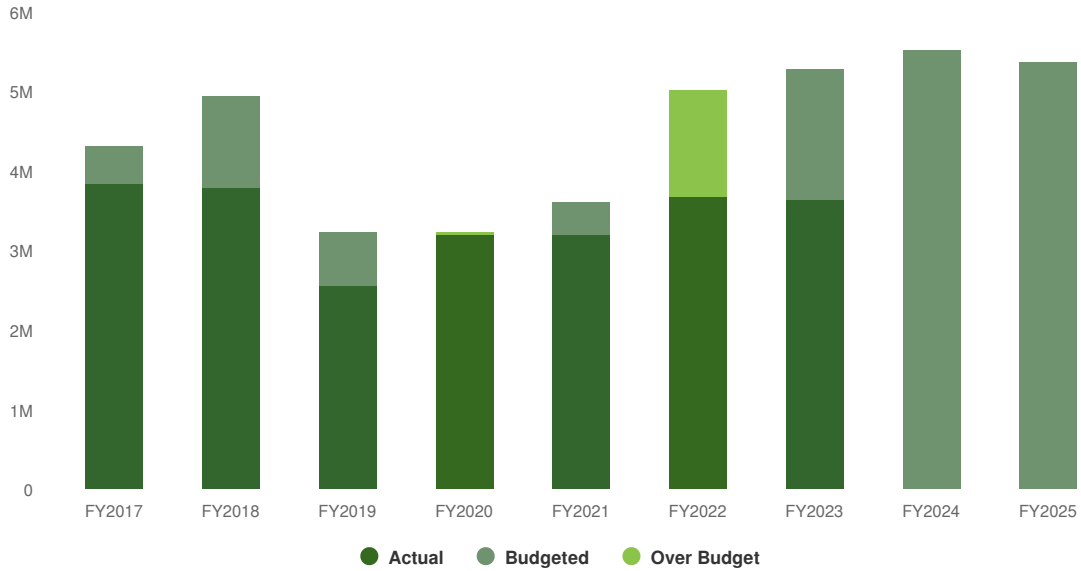
## Budgeted and Historical Expenditures by Function



## Revenues Summary

**\$5,374,560** **-\$150,350**  
(-2.72% vs. prior year)

### Community Development Proposed and Historical Budget vs. Actual



# Planning & Zoning

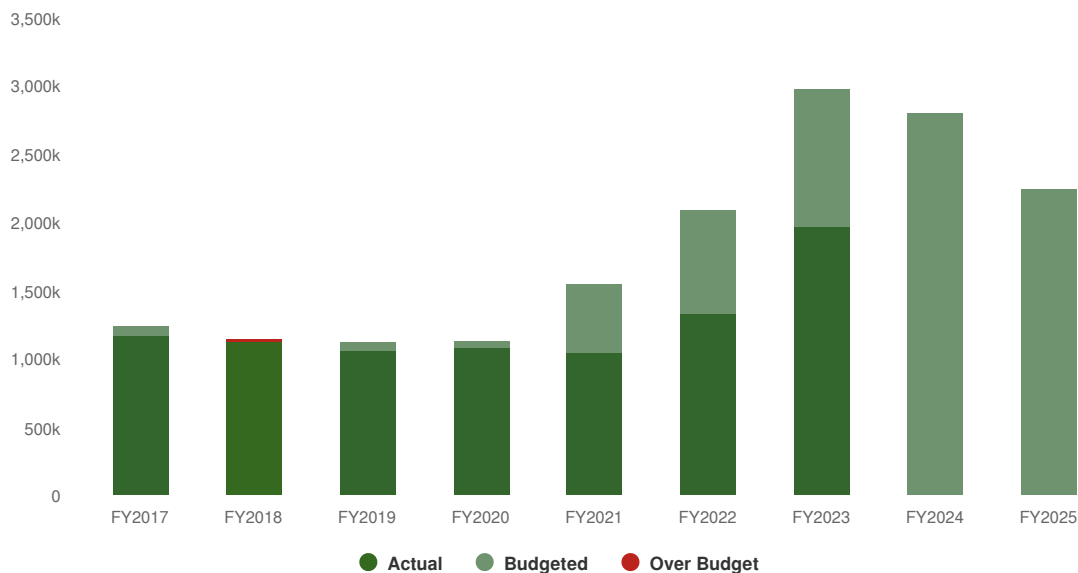
## Mission

The Planning Division of the Community Development Department operates to assist citizens, businesses, and City departments in managing land to insure that land use complies with the General Plan and Zoning regulations and meets the needs of the City and its citizens. The Planning Division does this by maintaining records of zoning districts, subdivision maps, site plans, conditional use permits, etc. The Division also coordinates with the Planning Commission to process and review site plans and subdivision maps and approves land use and other zoning applications. In addition, the Division works with the Planning Commission and City Council to modify and update the City's General Plan and Zoning Ordinance. The General Plan, which defines the long-range goals and intentions regarding the nature and direction of future development within the City, contains elements on land use, transportation, park and recreational facilities, urban design, and housing as well as details regarding the City's zoning districts.

## Expenditures Summary

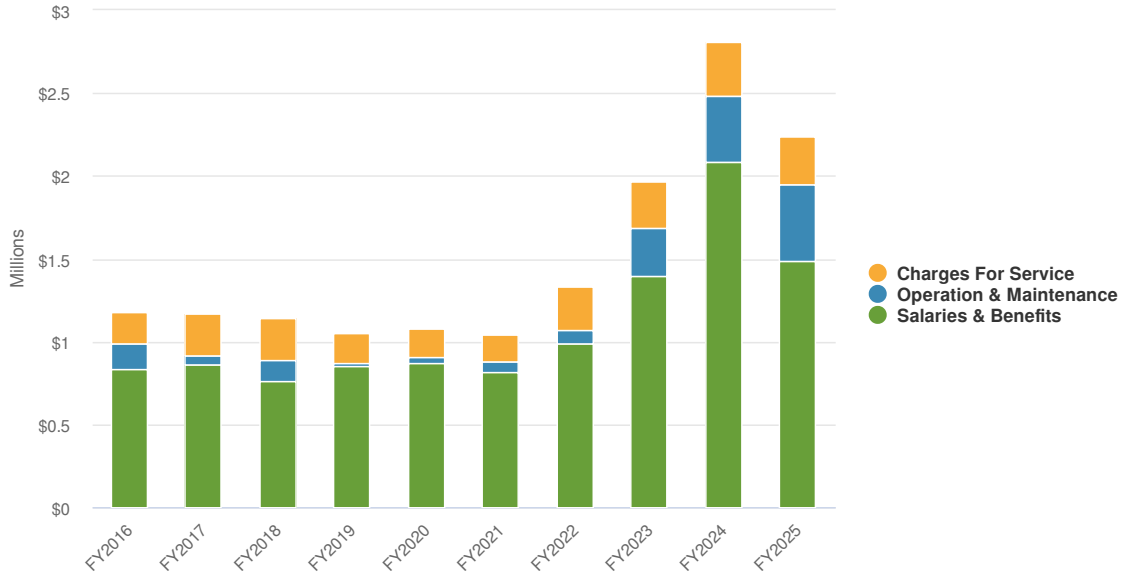
**\$2,242,660** **-\$568,800**  
(-20.23% vs. prior year)

### Planning & Zoning Proposed and Historical Budget vs. Actual



# Expenditures by Expense Type

## Budgeted and Historical Expenditures by Expense Type

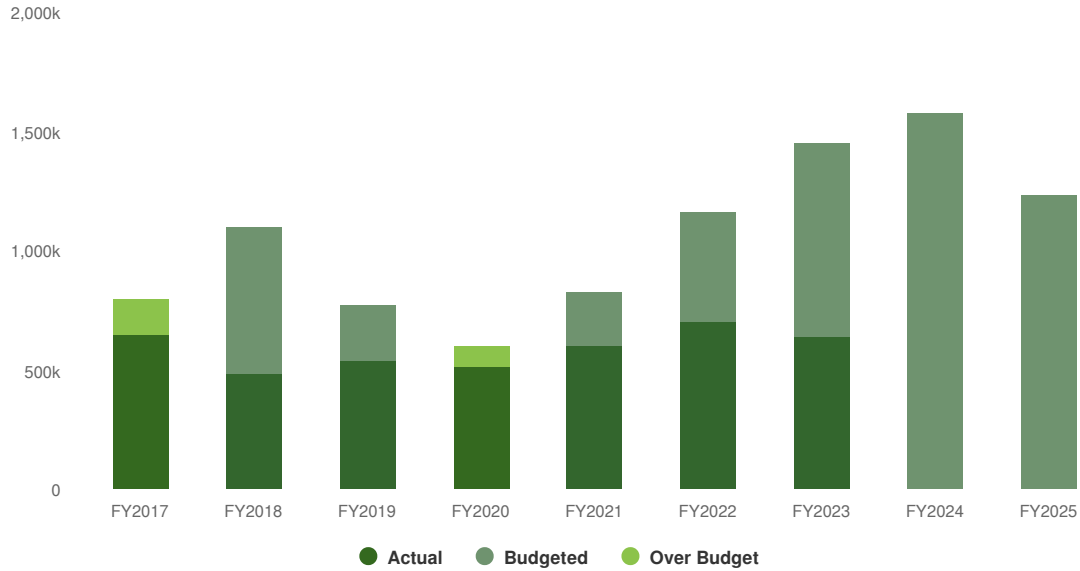


| Name                          | FY2022 Actual         | FY2023 Actual         | FY2024 Budget         | FY2025 Budgeted       |
|-------------------------------|-----------------------|-----------------------|-----------------------|-----------------------|
| Expense Objects               |                       |                       |                       |                       |
| Salaries & Benefits           | \$991,720.91          | \$1,395,168.94        | \$1,988,210.00        | \$1,487,600.00        |
| Operation & Maintenance       | \$76,118.72           | \$293,238.05          | \$391,360.00          | \$457,160.00          |
| Charges For Service           | \$260,857.00          | \$278,256.00          | \$335,020.00          | \$297,900.00          |
| <b>Total Expense Objects:</b> | <b>\$1,328,696.63</b> | <b>\$1,966,662.99</b> | <b>\$2,714,590.00</b> | <b>\$2,242,660.00</b> |

## Revenues Summary

**\$1,230,790** **-\$348,810**  
(-22.08% vs. prior year)

### Planning & Zoning Proposed and Historical Budget vs. Actual





## **Personnel Allocation**

|  | <b>AUTHORIZED<br/>FY23-24</b> | <b>CHANGES</b> | <b>AUTHORIZED<br/>FY24-25</b> |
|--|-------------------------------|----------------|-------------------------------|
| Assistant City Manager                   | 1.00                          | (1.00)         | -                             |
| Director of Community Development        | -                             | 1.00           | 1.00                          |
| Assistant Community Development Director | 1.00                          | -              | 1.00                          |
| Planning Manager (Unfunded)              | 1.00                          | -              | 1.00                          |
| Principal Planner                        | 2.00                          | -              | 2.00                          |
| Cannabis Coordinator (Unfunded)          | 1.00                          | -              | 1.00                          |
| Senior Planner (Unfunded)                | 1.00                          | -              | 1.00                          |
| Associate Planner                        | 2.00                          | -              | 2.00                          |
| Assistant Planner                        | 1.00                          | -              | 1.00                          |
| Community Development Technician I       | 2.00                          | -              | 2.00                          |
| Administrative Assistant                 | 1.00                          | -              | 1.00                          |
| <b>Total</b>                             | <b>13.00</b>                  | <b>-</b>       | <b>13.00</b>                  |

## **FY 2023 - 24 Accomplishments**

- Commenced a comprehensive update of the General Plan and completed the following key sections:
  - Created a Project Logo
  - Launched a General Plan Update Web Page
  - Completed a Community Engagement Plan
  - Completed Existing Conditions Analysis
  - Completed Draft Market Analysis
  - Completed the first Phase of the Stakeholder Outreach
  - Conducted three (3) City Council Workshops
  - Completed analysis of Existing Circulation System
- Commenced the City of Lake Climate Action and Adaptation Plan
- Completed an ordinance amendment to update Density Bonus Regulations to conform to State standards and to add a new density transfer regulations to comply with SB 330
- Completed a "Good Neighbor Policy" for Warehousing, Logistics, and Distribution Uses
- Submitted Housing Element Annual Report
- Submitted Water Efficient Landscaping Annual Report
- Prepared and posted RFP for Historical Survey
- Completed processing key development projects including: Evergreen Development Project, Dutch Bros Coffee, Jack in the Box & Human Bean (El Toro), Alberhill Ranch (Pulte Homes) Residential, Lakeshore Drive Condos, Mission Trail at Lemon, Lake Pointe Apartments, PDG Lake Elsinore (In-N-Out), and Inland Boat Center
- Minor Applications Processed:
  - Zoning Compliance Plan Checks (Single-Family & ADUs): 48
  - Sign Permits: 30
  - Temporary Use Permits: 13
  - Landscape Plan Check: 22
- Preliminary Applications Completed: 16

# Building & Safety

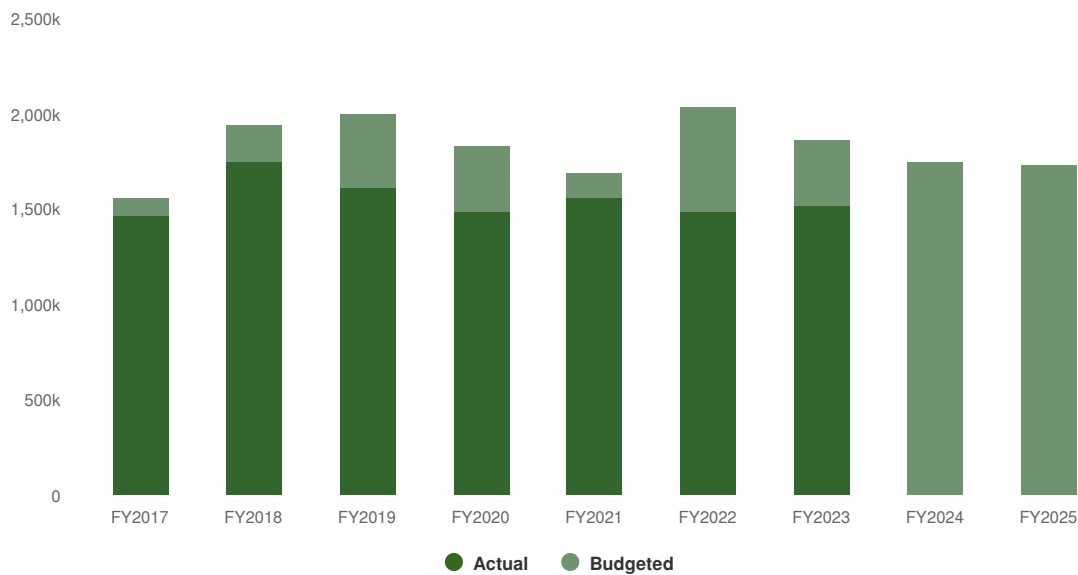
## Mission

The Building and Safety Department provides quality service to the community in a manner that is courteous, efficient and knowledgeable. They continue their commitment to excellent public safety and quality of life by building strong partnerships with the residents, businesses, and the ever developing community. They continually strive to improve their services through innovative programming, technology, and the enforcement of the highest standards of safety.

## Expenditures Summary

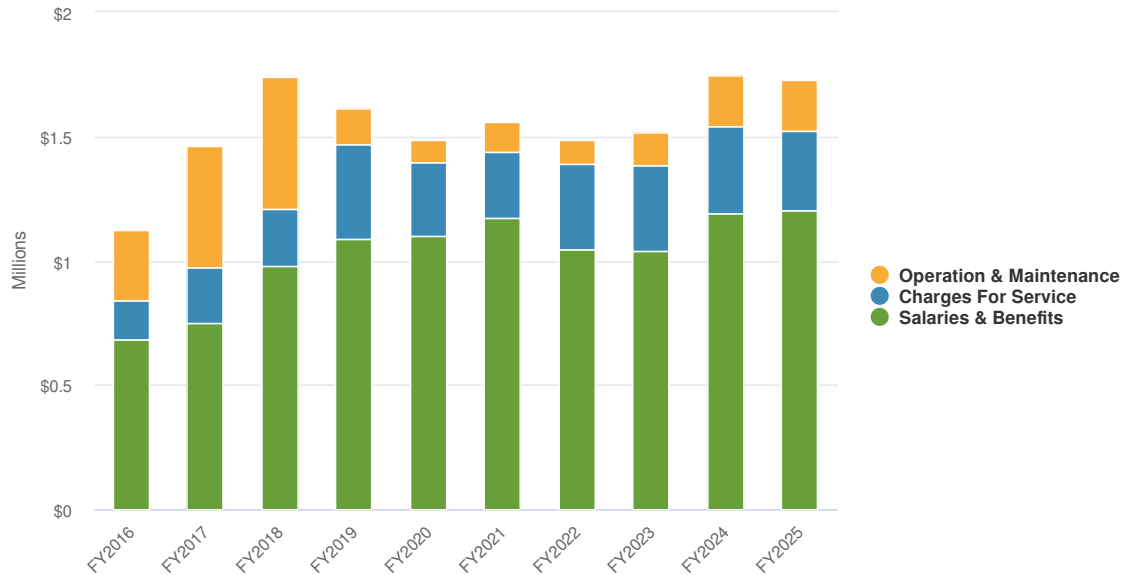
**\$1,729,510** **-\$16,850**  
(-0.96% vs. prior year)

### Building & Safety Proposed and Historical Budget vs. Actual



## Expenditures by Expense Type

### Budgeted and Historical Expenditures by Expense Type

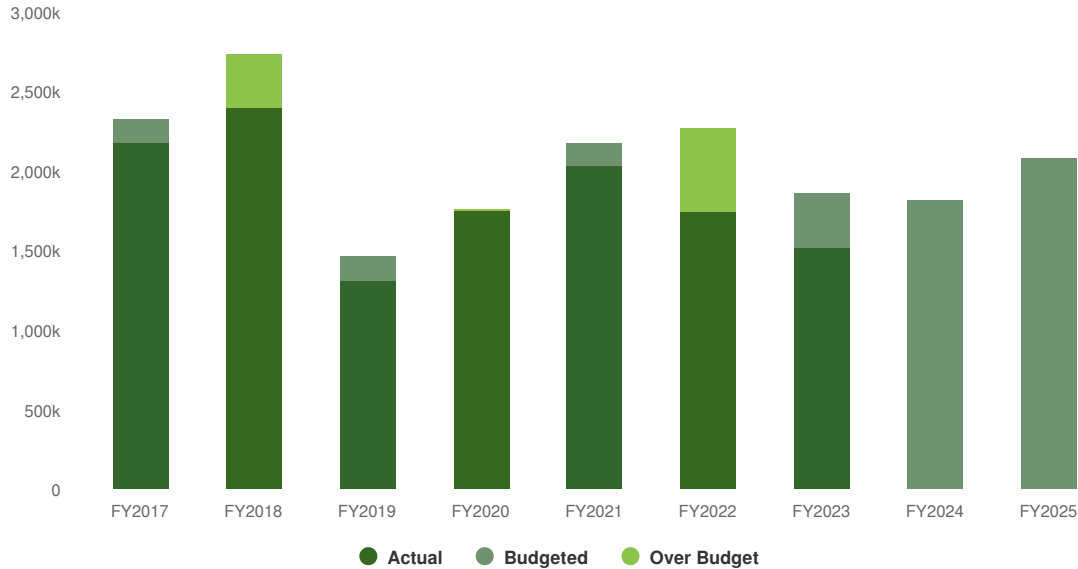


| Name                          | FY2022 Actual         | FY2023 Actual         | FY2024 Budget         | FY2025 Budgeted       |
|-------------------------------|-----------------------|-----------------------|-----------------------|-----------------------|
| Expense Objects               |                       |                       |                       |                       |
| Salaries & Benefits           | \$1,044,137.75        | \$1,040,969.82        | \$1,189,920.00        | \$1,202,810.00        |
| Operation & Maintenance       | \$96,700.40           | \$133,744.86          | \$203,850.00          | \$203,850.00          |
| Charges For Service           | \$345,918.00          | \$343,113.00          | \$353,880.00          | \$322,850.00          |
| <b>Total Expense Objects:</b> | <b>\$1,486,756.15</b> | <b>\$1,517,827.68</b> | <b>\$1,747,650.00</b> | <b>\$1,729,510.00</b> |

## Revenues Summary

**\$2,081,400** **\$260,970**  
(14.34% vs. prior year)

### Building & Safety Proposed and Historical Budget vs. Actual



### Personnel Allocation

|   | AUTHORIZED<br>FY23-24 | CHANGES  | AUTHORIZED<br>FY24-25 |
|---|-----------------------|----------|-----------------------|
| Building & Safety Manager               | 1.00                  | -        | 1.00                  |
| Senior Community Development Technician | 1.00                  | -        | 1.00                  |
| Building Inspector                      | 2.00                  | -        | 2.00                  |
| Community Development Technician I      | 2.00                  | -        | 2.00                  |
| Administrative Assistant                | 1.00                  | -        | 1.00                  |
| <b>Total</b>                            | <b>7.00</b>           | <b>-</b> | <b>7.00</b>           |

### FY 2023 - 24 Accomplishments

- Completed list for Laser Fiche scanning of plans and permits
- Trained and updated staff with new code requirements
- Plan check and permits done electronically on the online portal
- 70 percent of the plan checks are done in house
- Receivership program still on going and working effectively



# Code Enforcement

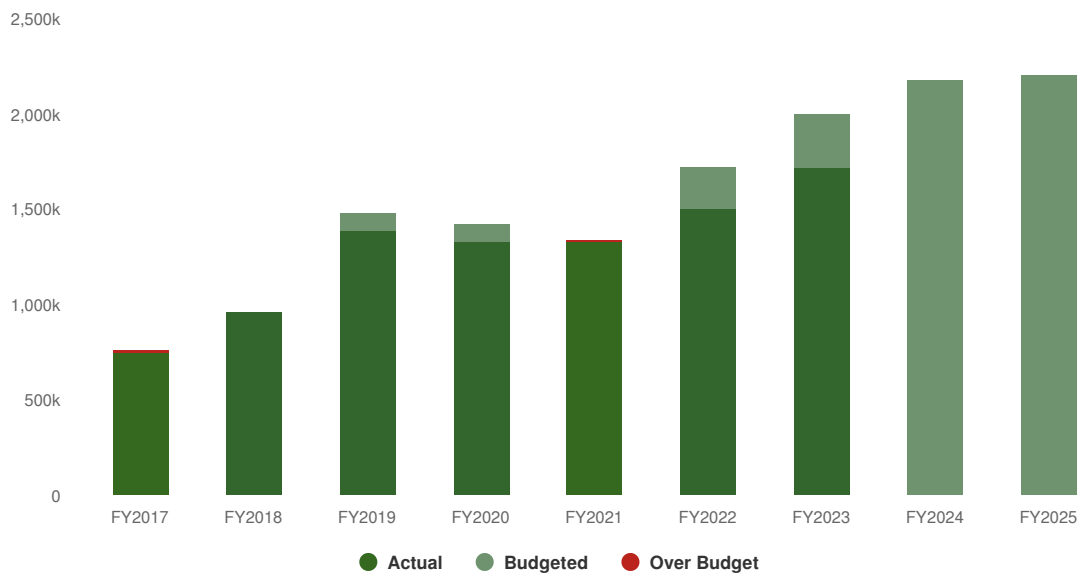
## Mission

The Code Enforcement Division is dedicated to enhancing the quality of life in the City of Lake Elsinore through public awareness, education and fair and impartial enforcement of City and State Codes. Their dedicated, enthusiastic, professionally trained officers are committed to serving the community.

## Expenditures Summary

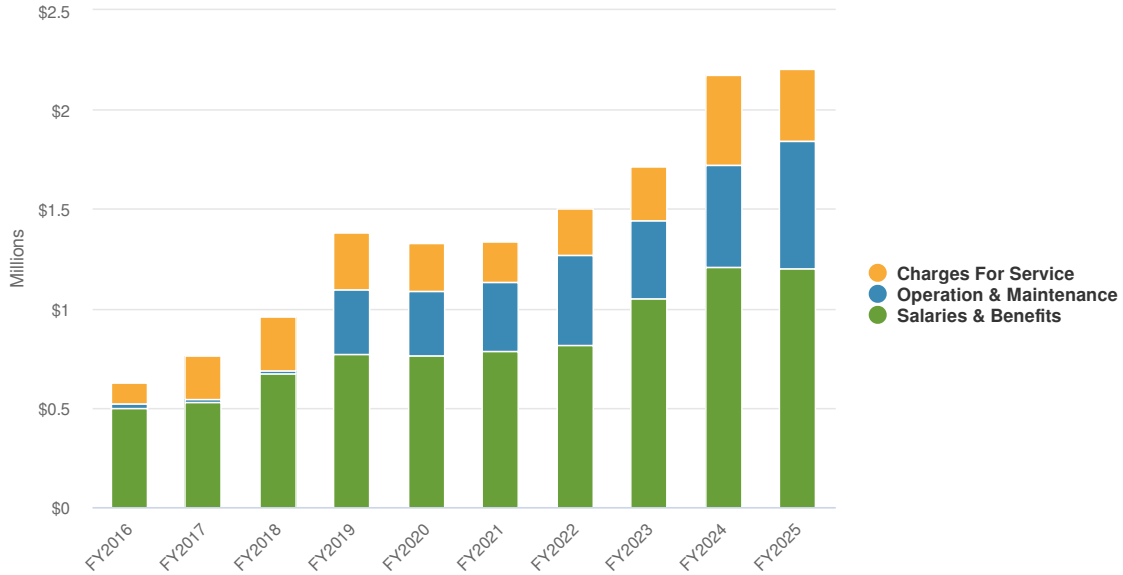
**\$2,201,690** **\$25,280**  
(1.16% vs. prior year)

### Code Enforcement Proposed and Historical Budget vs. Actual



# Expenditures by Expense Type

## Budgeted and Historical Expenditures by Expense Type

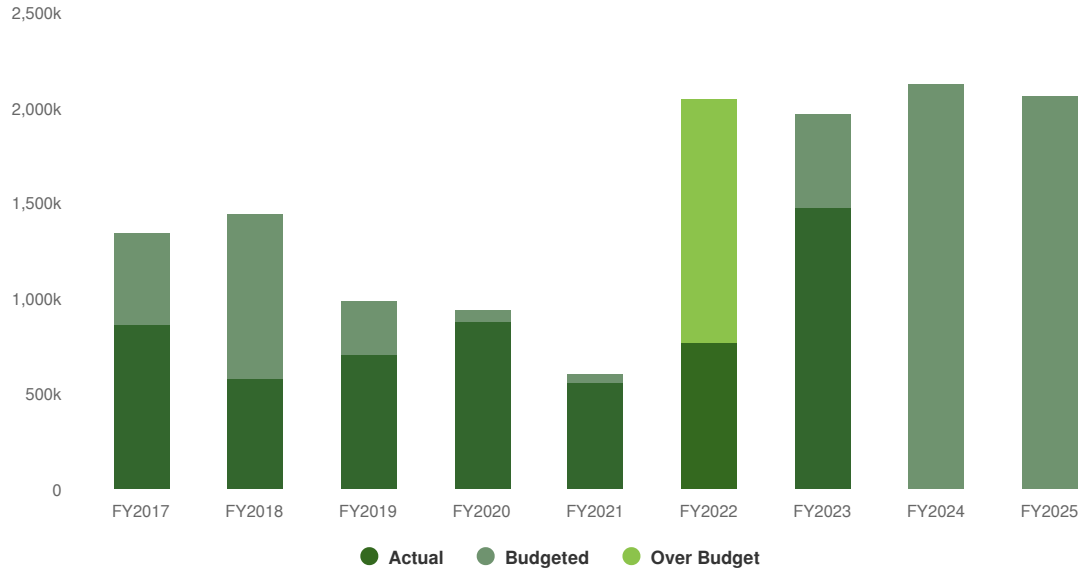


| Name                          | FY2022 Actual         | FY2023 Actual         | FY2024 Budget         | FY2025 Budgeted       |
|-------------------------------|-----------------------|-----------------------|-----------------------|-----------------------|
| Expense Objects               |                       |                       |                       |                       |
| Salaries & Benefits           | \$816,639.11          | \$1,051,108.95        | \$1,258,790.00        | \$1,203,530.00        |
| Operation & Maintenance       | \$452,153.63          | \$388,131.54          | \$516,000.00          | \$639,200.00          |
| Charges For Service           | \$232,351.00          | \$272,701.00          | \$452,650.00          | \$358,960.00          |
| <b>Total Expense Objects:</b> | <b>\$1,501,143.74</b> | <b>\$1,711,941.49</b> | <b>\$2,227,440.00</b> | <b>\$2,201,690.00</b> |

## Revenues Summary

**\$2,062,370** **-\$62,510**  
(-2.94% vs. prior year)

### Code Enforcement Proposed and Historical Budget vs. Actual



### **Personnel Allocation**

|   | <b>AUTHORIZED<br/>FY23-24</b> | <b>CHANGES</b> | <b>AUTHORIZED<br/>FY24-25</b> |
|---|-------------------------------|----------------|-------------------------------|
| Code Enforcement Manager                    | 1.00                          | -              | 1.00                          |
| Code Enforcement Supervisor                 | 1.00                          | -              | 1.00                          |
| Code Enforcement Officer II (1 Unfunded)    | 3.00                          | -              | 3.00                          |
| Code Enforcement Officer I                  | 2.00                          | -              | 2.00                          |
| Parking Enforcement Officer - PT (Unfunded) | 1.00                          | -              | 1.00                          |
| Community Development Technician I          | 1.00                          | -              | 1.00                          |
| Total                                       | <b>9.00</b>                   | <b>-</b>       | <b>9.00</b>                   |

### **FY 2023 - 24 Accomplishments**

- All Officers received advanced level drivers' safety awareness training through the San Bernardino County Sheriff's Department
- Worked closely with State cannabis regulatory agencies to shut down a non-compliant cannabis business
- Recovered over \$750,000 in outstanding fees from cannabis businesses
- Conducted over 80 homeless outreaches
- Continued to work as part of a regional task force to address transient issues within the City
- Successfully utilized the City Prosecutors office to abate nuisance properties through receivership
- Demolished two substandard structures
- Successful cost recovery of over \$100,000 in nuisance abatement cases
- Utilized \$53,000 in available AVA funds to offset cost for 3 new vehicles



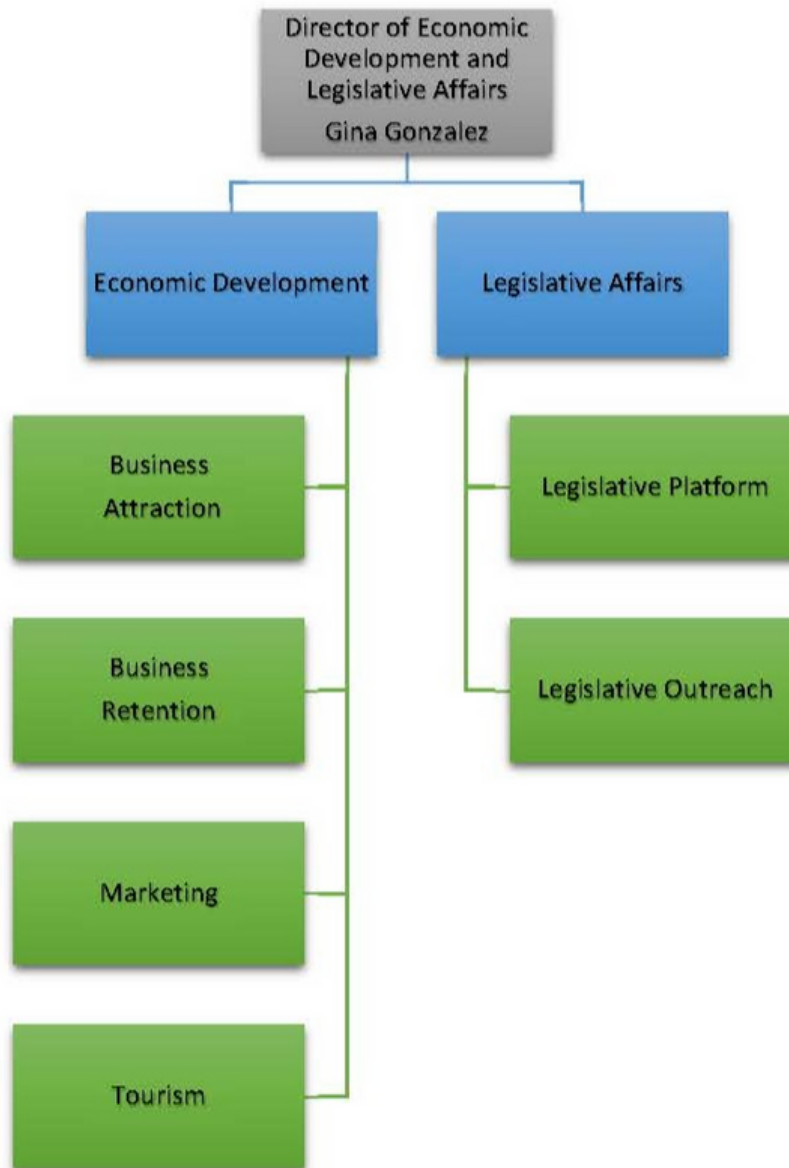
# Economic Development

## Mission

Economic development is about fostering economic vitality and diversification, and enriching the quality of life of its residents by recommending strategies that:

- Promote and assist in the attraction of new business, new jobs and new development opportunities
- Retain, grow and promote existing businesses while expanding economic opportunities
- Recruiting businesses in key industries
- Increase and maximize Lake Elsinore's competitiveness in the regional and global market

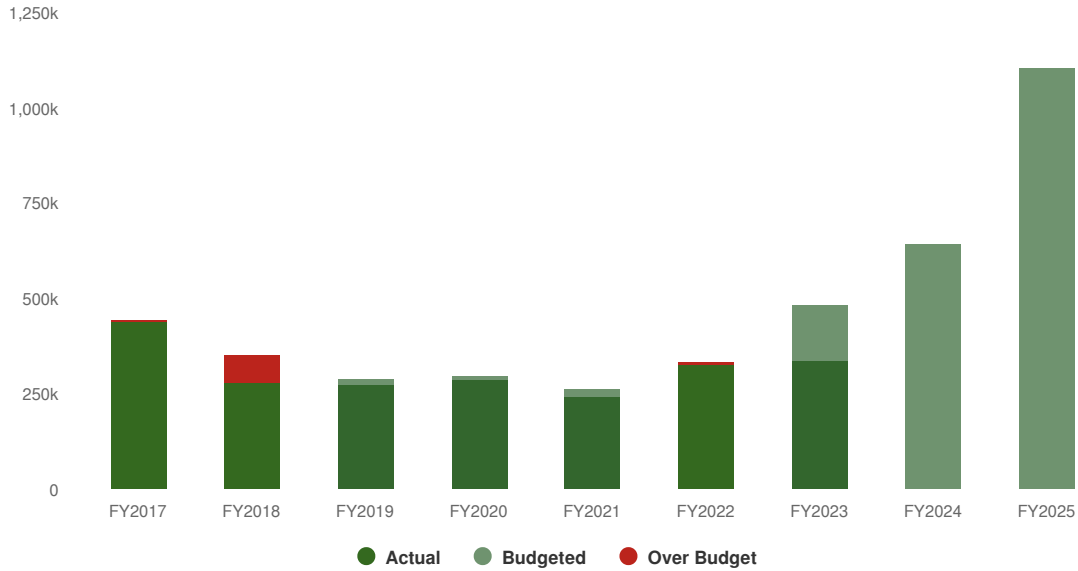
## Organizational Chart



## Expenditures Summary

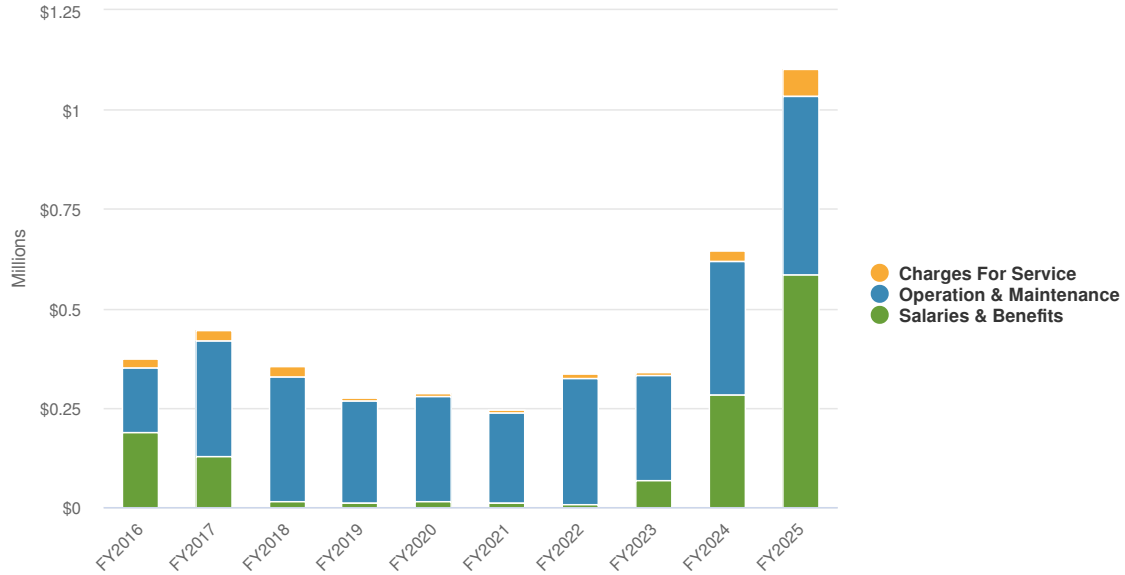
**\$1,103,010** **\$458,840**  
(71.23% vs. prior year)

### Economic Development Proposed and Historical Budget vs. Actual



# Expenditures by Expense Type

## Budgeted and Historical Expenditures by Expense Type



| Name                          | FY2022 Actual       | FY2023 Actual       | FY2024 Budget       | FY2025 Budgeted       |
|-------------------------------|---------------------|---------------------|---------------------|-----------------------|
| Expense Objects               |                     |                     |                     |                       |
| Salaries & Benefits           | \$8,521.66          | \$66,826.62         | \$282,050.00        | \$584,720.00          |
| Operation & Maintenance       | \$317,326.36        | \$265,814.88        | \$338,330.00        | \$449,950.00          |
| Charges For Service           | \$8,678.00          | \$7,179.00          | \$24,160.00         | \$68,340.00           |
| <b>Total Expense Objects:</b> | <b>\$334,526.02</b> | <b>\$339,820.50</b> | <b>\$644,540.00</b> | <b>\$1,103,010.00</b> |

## **Personnel Allocation**

|  | AUTHORIZED<br>FY23-24 | CHANGES | AUTHORIZED<br>FY24-25 |
|--|-----------------------|---------|-----------------------|
| Director of Economic & Legislative Affairs | 1.00                  | -       | 1.00                  |
| Economic Development Manager               | 1.00                  | -       | 1.00                  |
| Management Analyst (Unfunded)              | 1.00                  | -       | 1.00                  |
| Total                                      | 3.00                  | -       | 3.00                  |

## **FY 2023 - 24 Accomplishments**

- **Commercial**
  - Evergreen Development broke ground (New Commercial Center)
  - Hotel submitted
  - Cordyn Hill Construction
  - Fairway Business Park Phase II
  - Rome Hill Submitted
- **Marketing**
  - Conducted 5 new studies for attraction to the City of Lake Elsinore
  - Kicked off website overhaul for Econdev
  - Completed industry marketing materials
- **Business In-Fill**
  - Rendez-vous Café
  - EOS Fitness
  - Inland Boats

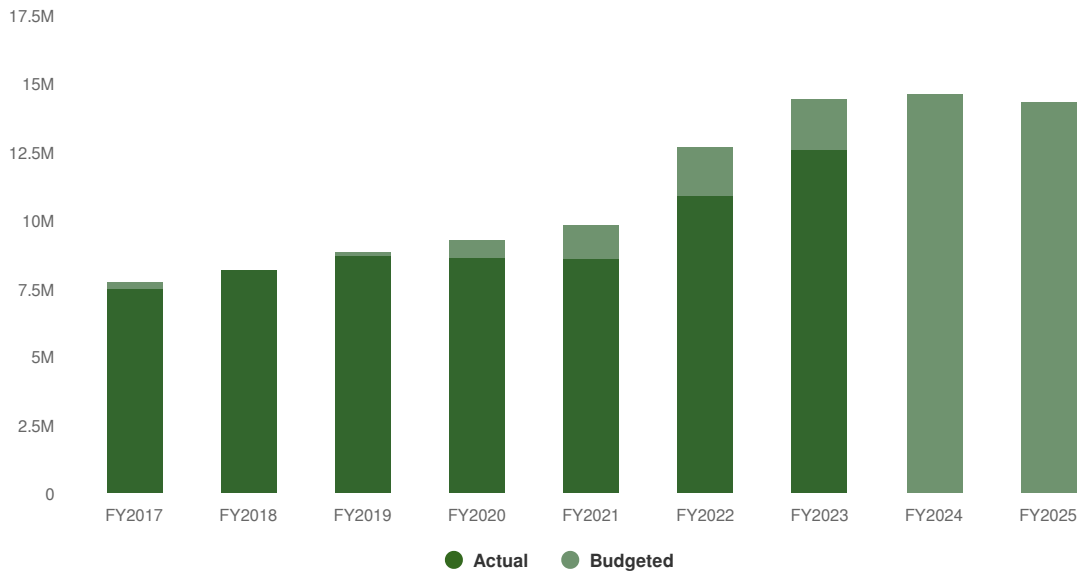
# Public Services

Public Services are comprised of Engineering, Public Works - Administration, Park Maintenance, and Lake Maintenance.

## Expenditures Summary

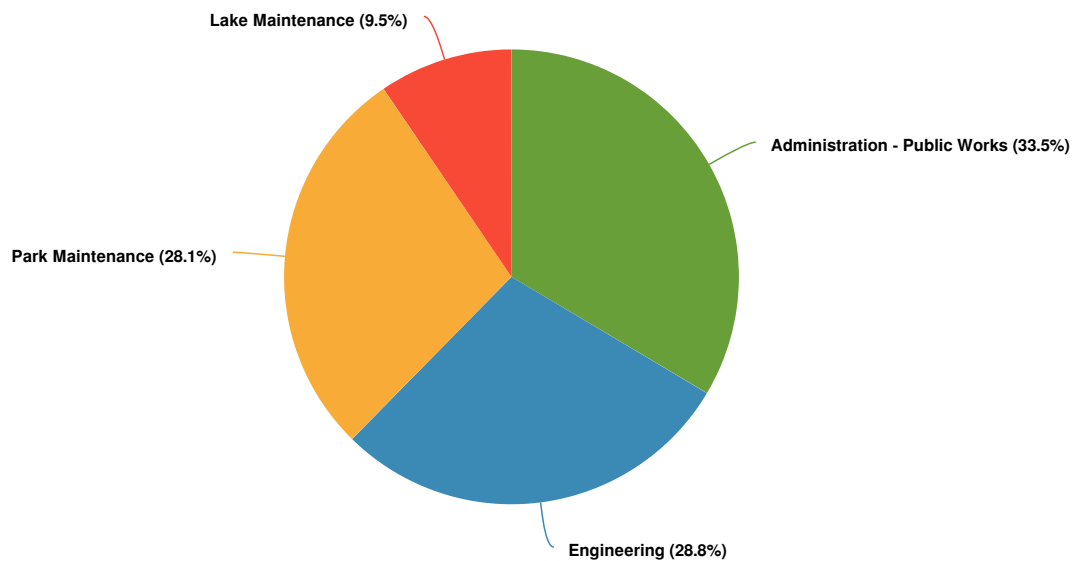
**\$14,335,720** **-\$305,380**  
(-2.09% vs. prior year)

Public Services Proposed and Historical Budget vs. Actual

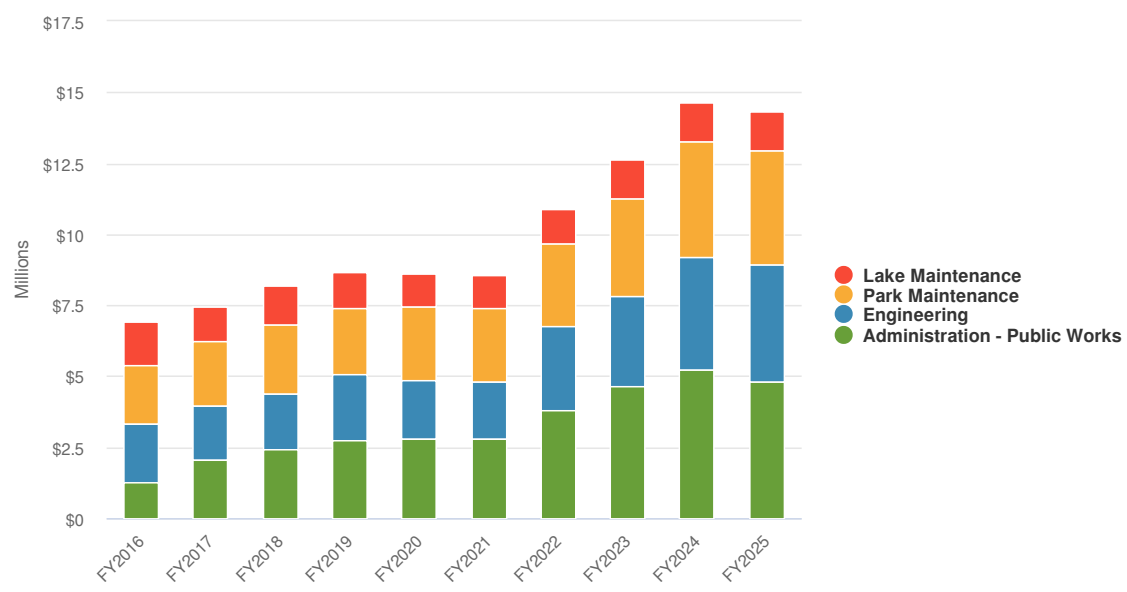


# Expenditures by Function

## Budgeted Expenditures by Function



## Budgeted and Historical Expenditures by Function

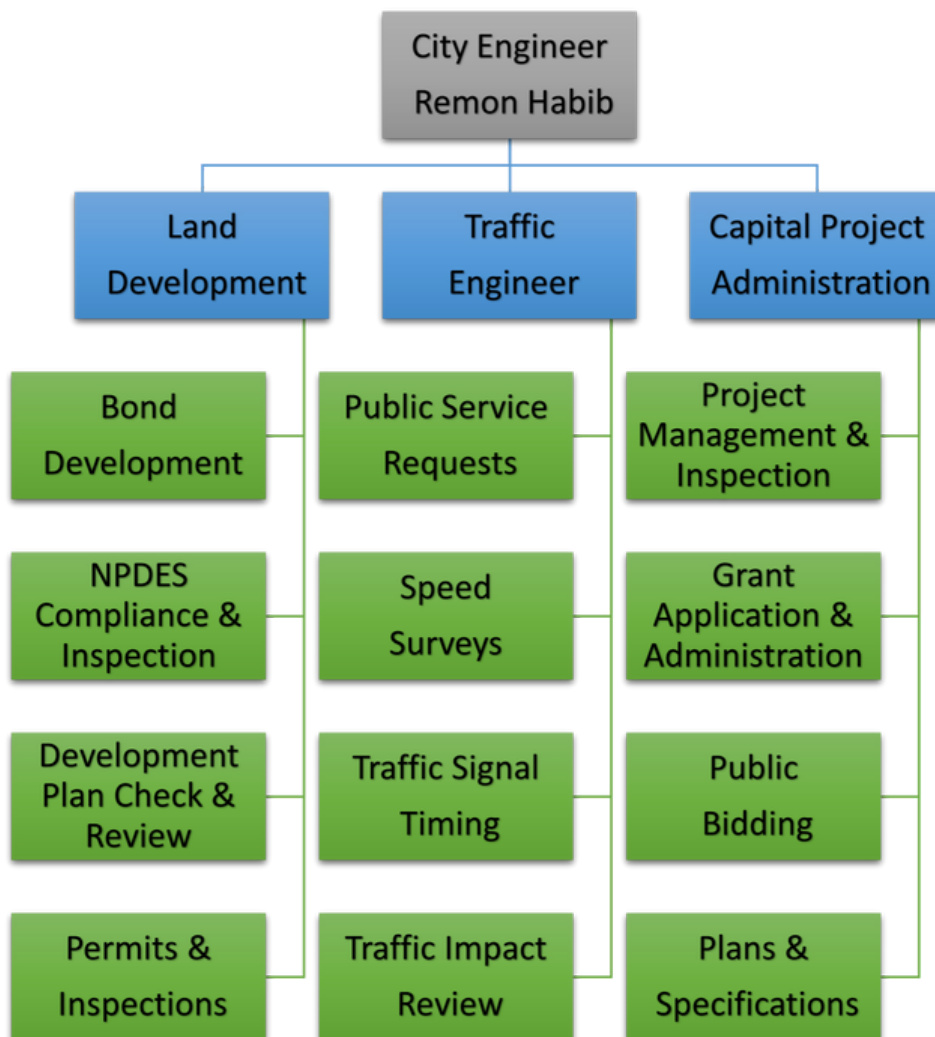


# Engineering

## Mission

The Engineering Division is responsible for the development of public infrastructure and all physical improvements within the public right-of-way. These improvements include the development of public streets (roadways, curbs, gutters and sidewalks), traffic controls including signals, striping, signage and storm drains. The Department provides public counter support, development review for grading, drainage and traffic issues, and timely inspections of Capital Improvement and Private Development projects.

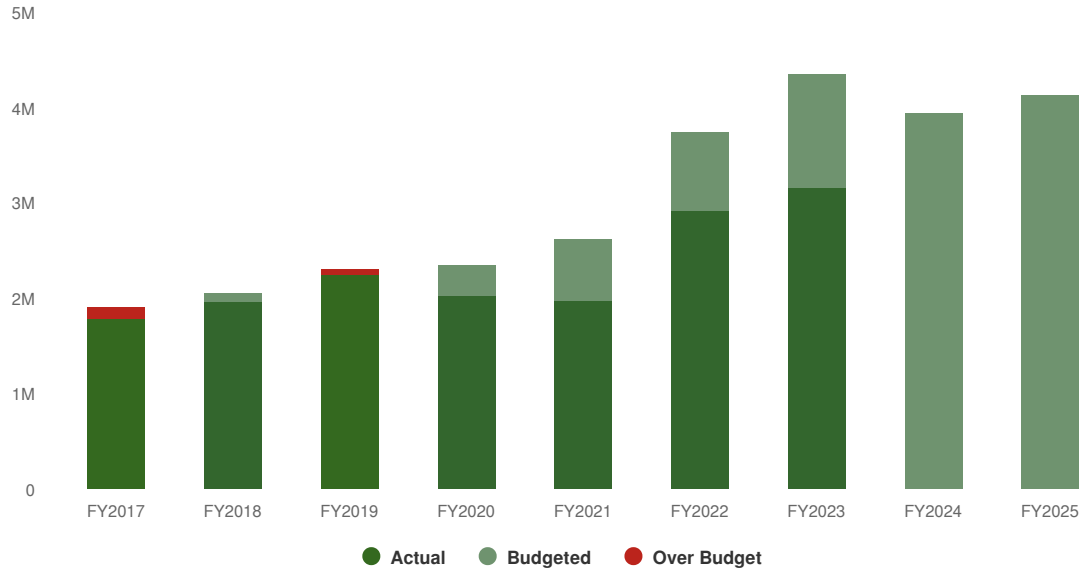
## Organizational Chart



## Expenditures Summary

**\$4,133,950** **\$183,530**  
(4.65% vs. prior year)

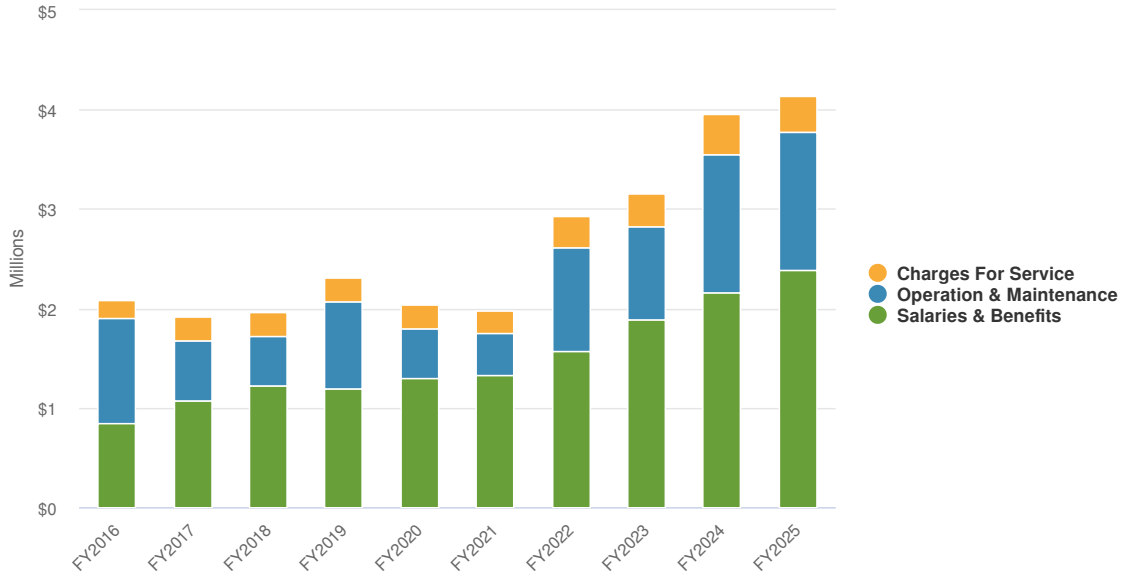
### Engineering Proposed and Historical Budget vs. Actual





## Expenditures by Expense Type

### Budgeted and Historical Expenditures by Expense Type

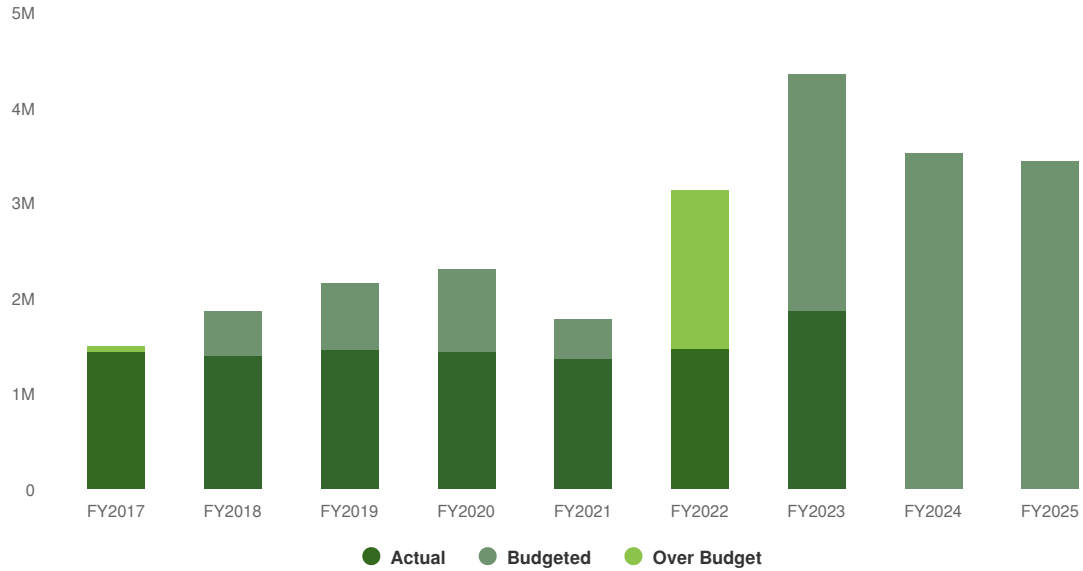


| Name                          | FY2022 Actual         | FY2023 Actual         | FY2024 Budget         | FY2025 Budgeted       |
|-------------------------------|-----------------------|-----------------------|-----------------------|-----------------------|
| Expense Objects               |                       |                       |                       |                       |
| Salaries & Benefits           | \$1,572,513.36        | \$1,882,590.93        | \$2,162,160.00        | \$2,386,870.00        |
| Operation & Maintenance       | \$1,035,859.71        | \$937,429.79          | \$1,394,790.00        | \$1,382,400.00        |
| Charges For Service           | \$316,839.00          | \$337,764.00          | \$396,050.00          | \$364,680.00          |
| <b>Total Expense Objects:</b> | <b>\$2,925,212.07</b> | <b>\$3,157,784.72</b> | <b>\$3,953,000.00</b> | <b>\$4,133,950.00</b> |

## Revenues Summary

**\$3,439,590** **-\$84,550**  
(-2.40% vs. prior year)

### Engineering Proposed and Historical Budget vs. Actual



## **Personnel Allocation**

|                                    | <b>AUTHORIZED</b> |                | <b>AUTHORIZED</b> |
|------------------------------------|-------------------|----------------|-------------------|
|                                    | <b>FY23-24</b>    | <b>CHANGES</b> | <b>FY24-25</b>    |
| City Engineer                      | 1.00              | -              | 1.00              |
| City Traffic Engineer              | 1.00              | -              | 1.00              |
| Assistant City Engineer            | 1.00              | -              | 1.00              |
| Senior Civil Engineer (1 Unfunded) | 2.00              | -              | 2.00              |
| Land Development Engineer          | 1.00              | -              | 1.00              |
| CIP Engineer                       | 1.00              | -              | 1.00              |
| Associate Engineer (Unfunded)      | 1.00              | -              | 1.00              |
| Senior Construction Inspector      | 1.00              | -              | 1.00              |
| Assistant Engineer                 | 1.00              | -              | 1.00              |
| Engineering Inspector (1 Unfunded) | 2.00              | -              | 2.00              |
| CIP Specialist                     | 1.00              | -              | 1.00              |
| Engineering Technician I           | 1.00              | -              | 1.00              |
| Administrative Assistant           | 1.00              | -              | 1.00              |
| Total                              | <b>15.00</b>      | <b>-</b>       | <b>15.00</b>      |

## **FY 2023 - 24 Accomplishments**

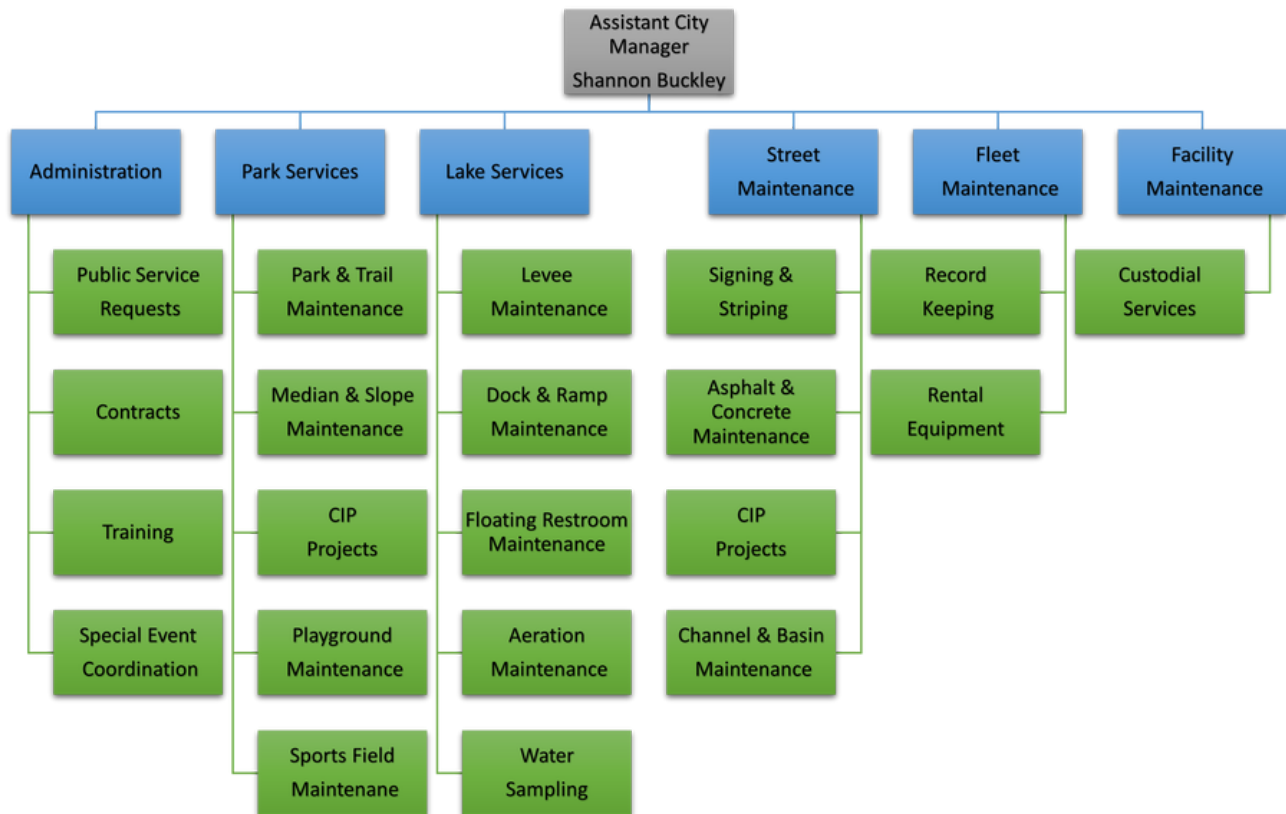
- Final Design Phase of I-15 Franklin Street Interchange. Final Design phase is anticipated to be completed early 2027.
- Completed environmental Phase of I-15 Central Ave Interchange Improvement Project. Final Design Phase is anticipated to commence in Summer of 2024.
- I-15 Main Street Interchange Improvement Project ongoing construction – Expected completion Date is May 2024.
- Completed design phase for I-15 Main Street Interchange Art Panel Project – Construction Completion is anticipated for August 2024.
- Completed design phase for Main Street Pedestrian Safety, Pavement Rehabilitation, & IT Infrastructure Improvements Project – Project is anticipated to commence construction in the summer of 2024.
- Completed design phase for Avenues Storm Drain Master Plan Project – Project is anticipated to commence construction Summer of 2024
- SB 821 Lakeshore Drive Sidewalk Improvement Project in final design – Anticipated to commence construction in fall of 2024
- Completed the Active Transportation Connections and Green Streets Project on Spring Street
- Completed construction of Collier/Minthorn & La Laguna Local Streets Pavement Rehabilitation Project
- Completed NPDES Annual Report for 2023.
- Successfully Completed FEMA Audit for 2023.
- Completed design phase of SB-1 Mountain Tracts Pavement Rehabilitation Project – Construction is anticipated to commence in the Summer of 2024.
- Completed design phase of SB-1 Broadway Tracts Pavement Rehabilitation Project – Construction is anticipated to take place early 2025.
- Bushman Storm Drain Improvement Project in final design
- Pope Circle Drainage Improvement Project in final design – Construction is anticipated in early 2025.
- Citywide Catch Basin Inserts installation under way per NPDES requirements – Installation is ongoing.
- HSIP Cycle 9 Intersection Improvement Project – Construction started in January 2024 – Anticipated completion by September 2024.

# Public Works

## Mission

The mission of the Public Works Department is to provide high-quality, responsive and cost-effective engineering and operational services that support current and future infrastructure and circulation improvements, public safety, and environmental assets within the City of Lake Elsinore. This is accomplished through oversight of private and public improvement projects, maintenance of the City's public roadways and bike lanes, street lighting, traffic systems, sidewalks, public landscaping, graffiti control, and drainage facilities, implementation and regulation of water quality, pollution prevention and flood damage prevention measures designed for the protection of life, property, water courses and lake in the City. The measures include enforcement of higher construction standards, street sweeping, solid waste management, and recycling programs, public emergency response training, and responding to and aiding in recovery from earthquakes, storms and other emergencies.

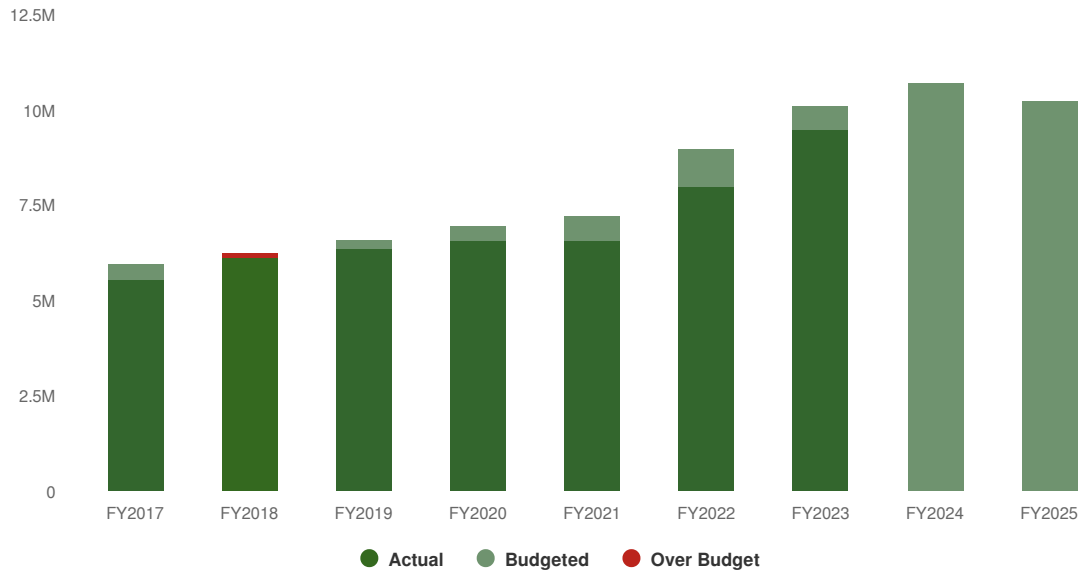
## Organizational Chart



## Expenditures Summary

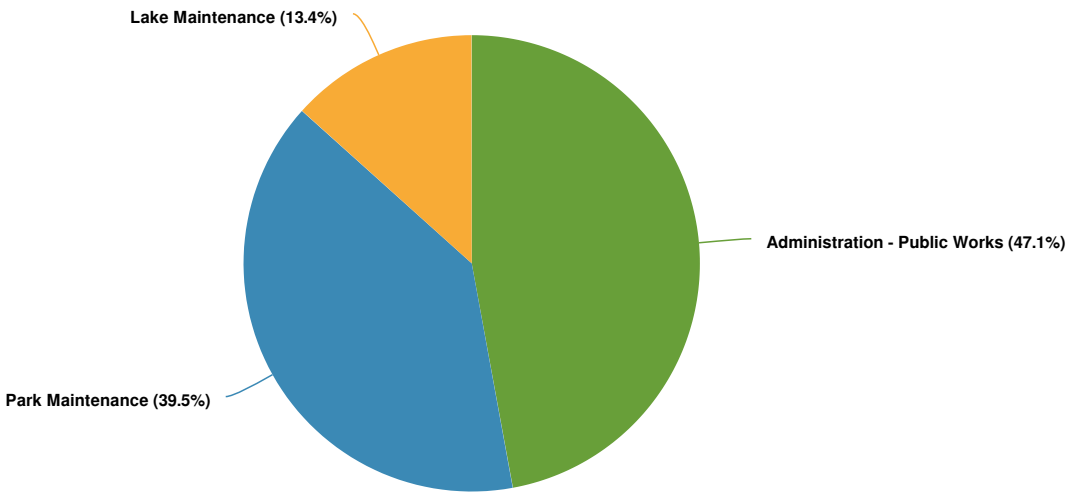
**\$10,201,770** **-\$488,910**  
(-4.57% vs. prior year)

### Public Works Proposed and Historical Budget vs. Actual

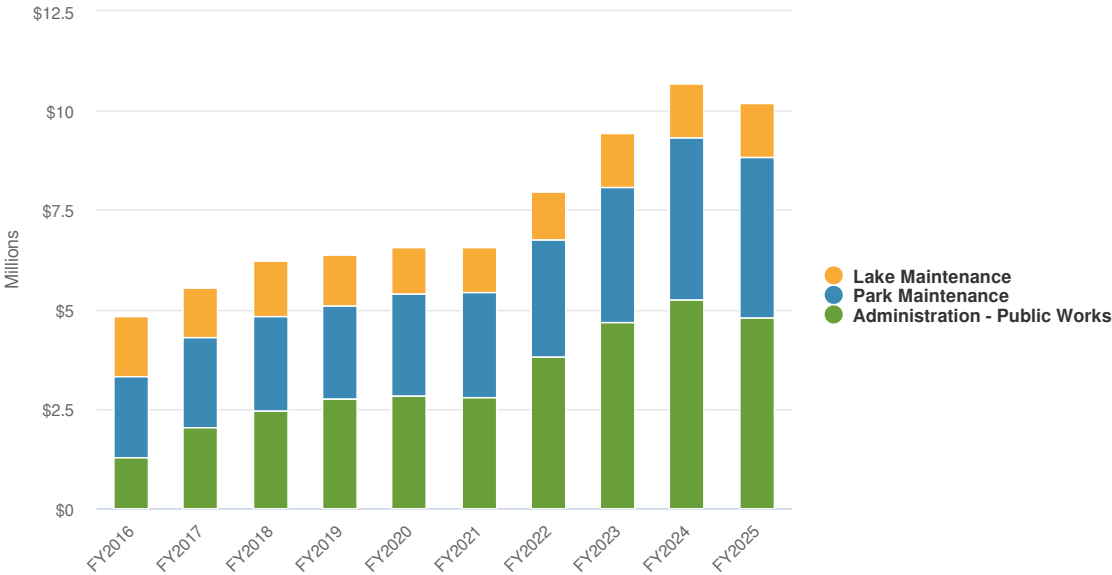


# Expenditures by Function

## Budgeted Expenditures by Function



## Budgeted and Historical Expenditures by Function

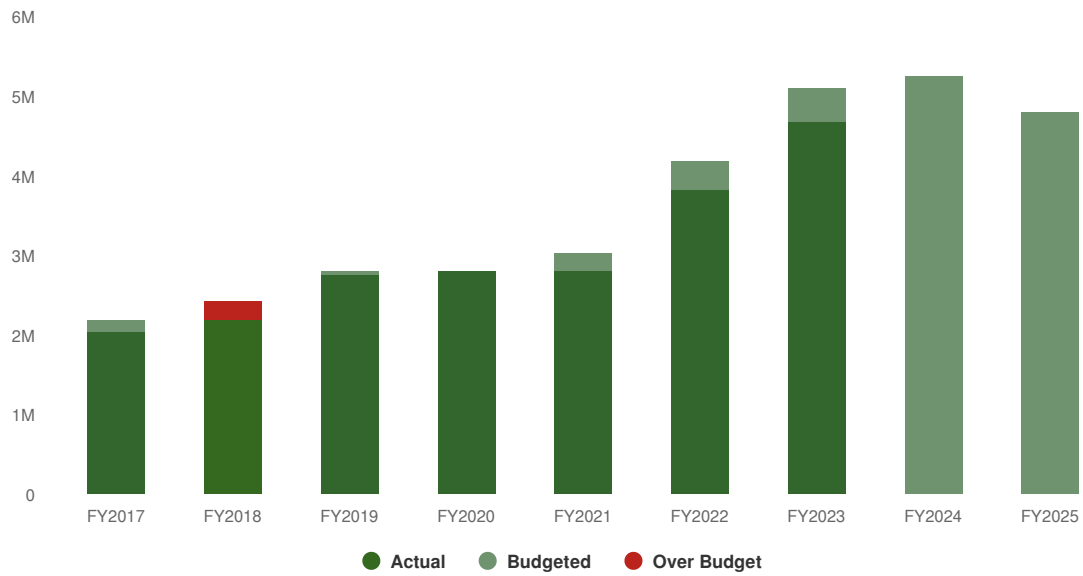


## Administration - Public Works

### Expenditures Summary

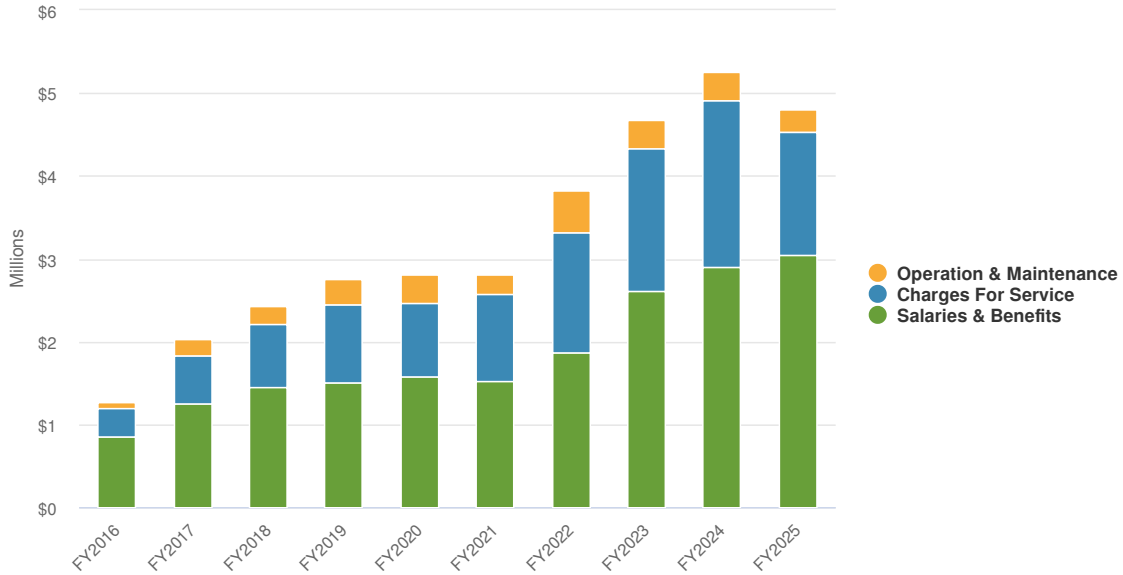
**\$4,808,110** **-\$449,540**  
(-8.55% vs. prior year)

Administration - Public Works Proposed and Historical Budget vs. Actual



# Expenditures by Expense Type

## Budgeted and Historical Expenditures by Expense Type



| Name                          | FY2022 Actual         | FY2023 Actual         | FY2024 Budget         | FY2025 Budgeted       |
|-------------------------------|-----------------------|-----------------------|-----------------------|-----------------------|
| Expense Objects               |                       |                       |                       |                       |
| Salaries & Benefits           | \$1,861,054.59        | \$2,615,449.22        | \$2,892,490.00        | \$3,038,255.00        |
| Operation & Maintenance       | \$514,927.53          | \$347,918.09          | \$342,600.00          | \$282,525.00          |
| Charges For Service           | \$1,450,209.00        | \$1,709,310.00        | \$2,028,830.00        | \$1,487,330.00        |
| <b>Total Expense Objects:</b> | <b>\$3,826,191.12</b> | <b>\$4,672,677.31</b> | <b>\$5,263,920.00</b> | <b>\$4,808,110.00</b> |



## **Personnel Allocation**

|                             | <b>AUTHORIZED<br/>FY23-24</b> | <b>CHANGES</b> | <b>AUTHORIZED<br/>FY24-25</b> |
|-----------------------------|-------------------------------|----------------|-------------------------------|
| Public Works Manager        | 1.00                          | -              | 1.00                          |
| Public Works Superintendent | 1.00                          | -              | 1.00                          |
| Management Analyst          | 1.00                          | -              | 1.00                          |
| Public Works Supervisor     | 1.00                          | -              | 1.00                          |
| Public Works Inspector      | 1.00                          | -              | 1.00                          |
| Lead Worker                 | 1.00                          | -              | 1.00                          |
| Maintenance Worker III      | 2.00                          | -              | 2.00                          |
| Maintenance Worker II       | 3.00                          | 2.00           | 5.00                          |
| Maintenance Worker I        | 7.00                          | (2.00)         | 5.00                          |
| Account Specialist II       | 1.00                          | -              | 1.00                          |
| Administrative Assistant    | 1.00                          | -              | 1.00                          |
| Total                       | <b>20.00</b>                  | <b>-</b>       | <b>20.00</b>                  |

## **FY 2023 - 24 Accomplishments**

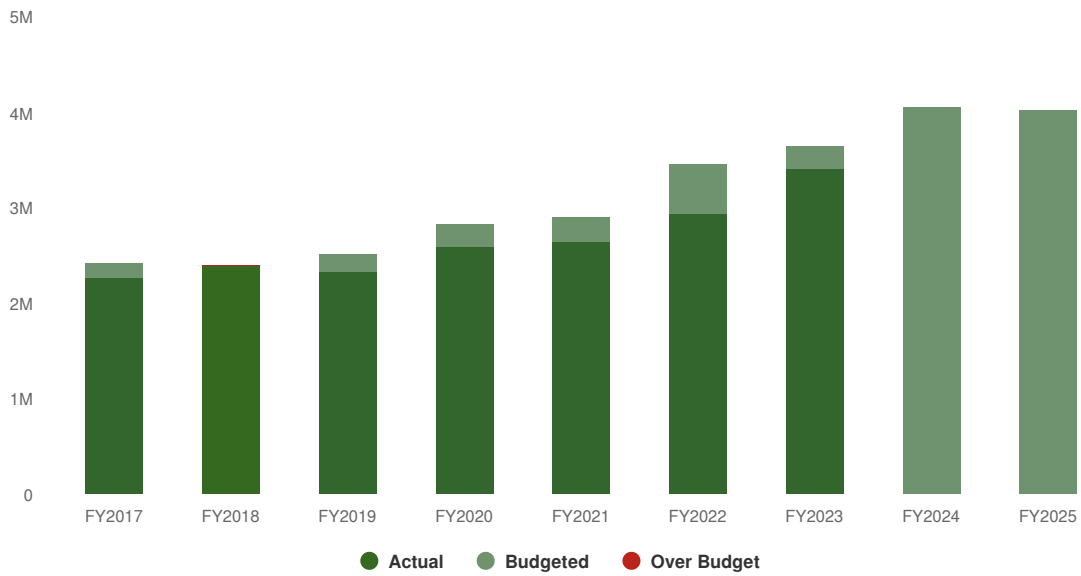
- Catch Basins
  - Catch Basins were serviced and repaired.
- Signs Maintenance and Repaired
  - 95 Signs repaired. This includes new install and replaced due to knock downs, weathered or missing signs.
- Illegal Dumps
  - 85 Illegal dumps were picked up from roadway, sidewalks, and empty fields lots.
- Pot Holes & Roads Paved
  - 79 Potholes were repaired in various areas in which 17 of these were reported on See Click Fix (ALERT L.E)
- Catch Basins
  - 47 Catch Basin were serviced and repaired
- Signs Maintenance and Repaired
  - 76 Signs repaired. This includes new installation and replacing due to knockdowns, weathered or missing signs.
- Illegal Dumps
  - 72 Illegal dumps were picked up from roadway, sidewalks, and empty field lots.
- Pot Holes & Roads Paved
  - 102 Potholes were repaired in various areas in which 36 of these were reported on See Click Fix (ALERT L.E)

# Park Maintenance

## Expenditures Summary

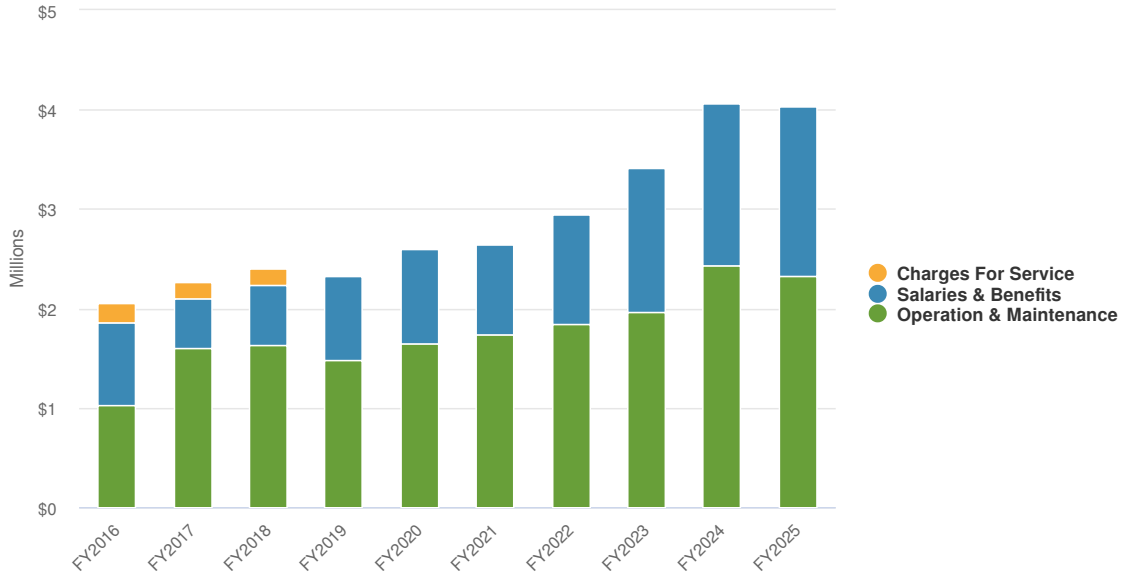
**\$4,031,600** **-\$29,910**  
(-0.74% vs. prior year)

Park Maintenance Proposed and Historical Budget vs. Actual



# Expenditures by Expense Type

## Budgeted and Historical Expenditures by Expense Type



| Name                          | FY2022 Actual         | FY2023 Actual         | FY2024 Budget         | FY2025 Budgeted       |
|-------------------------------|-----------------------|-----------------------|-----------------------|-----------------------|
| Expense Objects               |                       |                       |                       |                       |
| Salaries & Benefits           | \$1,098,222.90        | \$1,450,625.92        | \$1,669,330.00        | \$1,709,100.00        |
| Operation & Maintenance       | \$1,842,934.86        | \$1,967,166.87        | \$2,392,180.00        | \$2,322,500.00        |
| <b>Total Expense Objects:</b> | <b>\$2,941,157.76</b> | <b>\$3,417,792.79</b> | <b>\$4,061,510.00</b> | <b>\$4,031,600.00</b> |

## **Personnel Allocation**

|                         | <b>AUTHORIZED<br/>FY23-24</b> | <b>CHANGES</b> | <b>AUTHORIZED<br/>FY24-25</b> |
|-------------------------|-------------------------------|----------------|-------------------------------|
| Public Works Supervisor | 1.00                          | -              | 1.00                          |
| Lead Worker             | 1.00                          | -              | 1.00                          |
| Maintenance Worker III  | 1.00                          | -              | 1.00                          |
| Maintenance Worker II   | 6.00                          | 1.00           | 7.00                          |
| Maintenance Worker I    | 3.00                          | (1.00)         | 2.00                          |
| Total                   | <b>12.00</b>                  | <b>-</b>       | <b>12.00</b>                  |

## **FY 2023 - 24 Accomplishments**

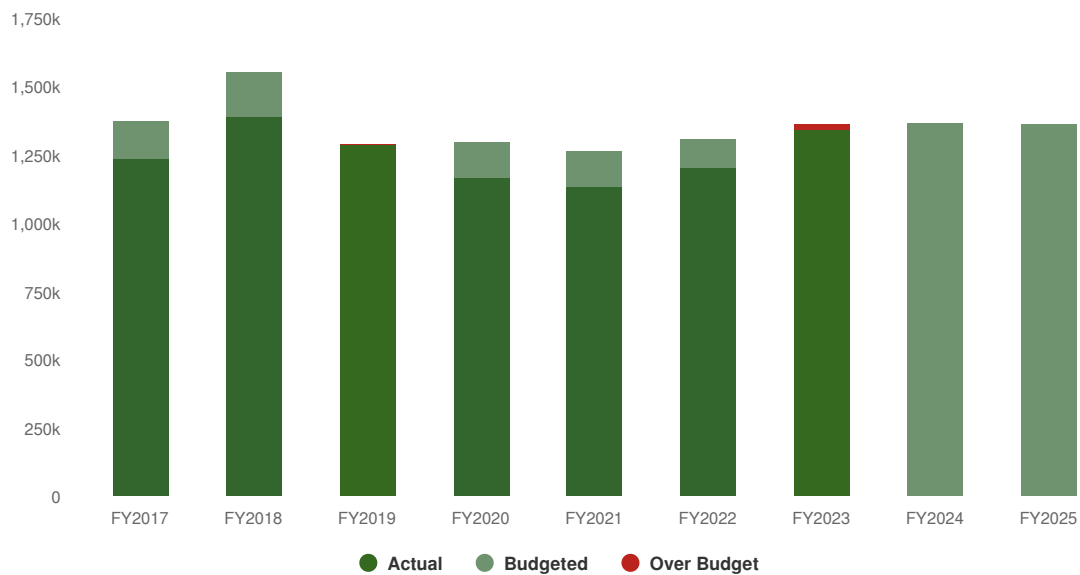
- New Landscaping is being designed for Lincoln Street
- Additional amenities placed at Summerlake Park by the playground and by the restroom.
- Baseball infields at McVicker park were renovated by bringing in additional field mix, replacing all base anchors, repairing the warning tracks, re-claying the batter's boxes and leveling the field.
- A new monument sign was installed at Summerhill Dr and Canyon Estates Dr.
- Tuscany Park baseball infields were renovated by bringing in additional field mix, replacing all base anchors, repairing the warning tracks, re-claying the batter's boxes and leveling the field.
- Tuscany parks west parking lot was slurry sealed and restriped
- Tuscany Hills Estates on Via De La Valle – Landscape renovations completed
- Artificial Turf is being installed at Canyon Hills Park on the Football and Soccer fields
- New Palm trees were planted at Canyon Hills by the restroom building
- New Oak tree planted in the Large dog park
- New shade installed by the splash pad at Canyon Hills Park
- New drinking fountains installed to replace older rusting fountains.
- Christensen Park parking lot was slurry sealed and restriped
- A plan is being put together for Pickle ball courts and a dog park at Alberhill Park
- New Parking lot gates being installed at Alberhill Park
- Central Ave Entry monument complete
- Lakeshore Drive and Grand Avenue entry monument is nearing completion
- Lakepoint parking lot repairs and slurry being scheduled
- New drain grate to be installed at the levee entrance to prevent washouts
- New Levee fitness equipment installed.
- Staff removed the rundown kiosk at Seaport Boat Launch
- Swick and Matich Park underwent major improvements. Field renovations, new dugouts, new fence lines, new tee ball field, cement work and retaining wall, new shade structures, a redesigned parking lot and new cement amenities.
- Fitness trail remodel at Serenity Park
- Serenity Parking lot was slurry sealed and restriped
- A plan is being put together for Pickle ball courts
- New palm trees were installed at Serenity Park
- Baseball infields were renovated at Summerly Park by bringing in additional field mix, replacing all base anchors, repairing the warning tracks, re-claying the batter's boxes and leveling the field.
- New Shade structures installed at Summerly Park over the bleachers.
- Summerly Parking Lot was slurry sealed and restriped
- Railroad Canyon Median Landscape design is complete with new monument design.

# Lake Maintenance

## Expenditures Summary

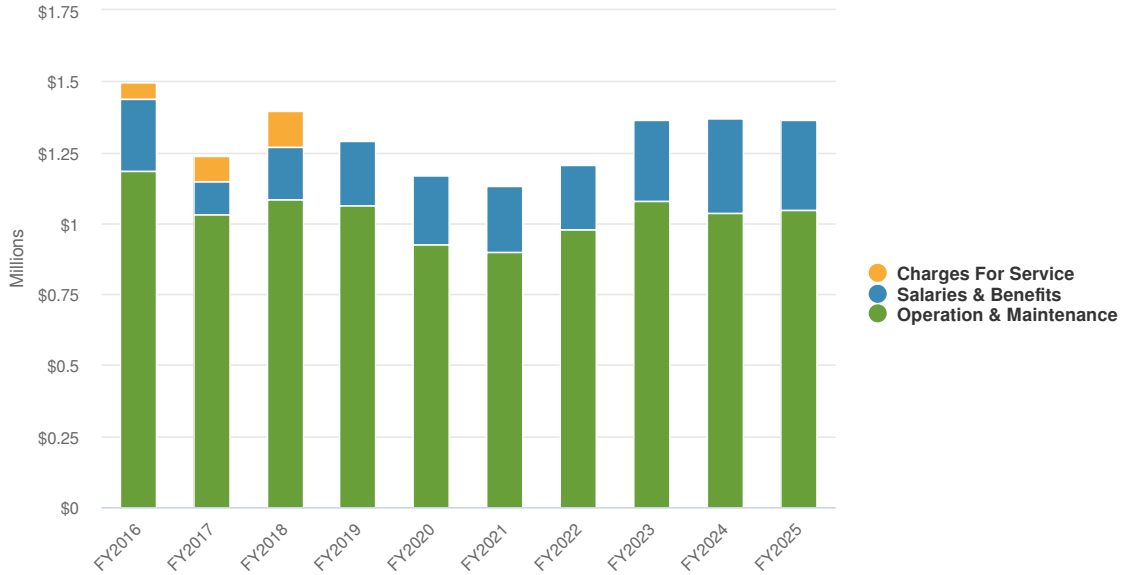
**\$1,362,060** **-\$9,460**  
(-0.69% vs. prior year)

Lake Maintenance Proposed and Historical Budget vs. Actual



# Expenditures by Expense Type

## Budgeted and Historical Expenditures by Expense Type



| Name                          | FY2022 Actual         | FY2023 Actual         | FY2024 Budget         | FY2025 Budgeted       |
|-------------------------------|-----------------------|-----------------------|-----------------------|-----------------------|
| Expense Objects               |                       |                       |                       |                       |
| Salaries & Benefits           | \$222,642.28          | \$284,200.50          | \$334,620.00          | \$316,660.00          |
| Operation & Maintenance       | \$980,593.23          | \$1,080,081.18        | \$1,036,900.00        | \$1,045,400.00        |
| <b>Total Expense Objects:</b> | <b>\$1,203,235.51</b> | <b>\$1,364,281.68</b> | <b>\$1,371,520.00</b> | <b>\$1,362,060.00</b> |

### Personnel Allocation

|                       | AUTHORIZED<br>FY23-24 | CHANGES  | AUTHORIZED<br>FY24-25 |
|-----------------------|-----------------------|----------|-----------------------|
| Maintenance Worker II | 2.00                  | -        | 2.00                  |
| <b>Total</b>          | <b>2.00</b>           | <b>-</b> | <b>2.00</b>           |

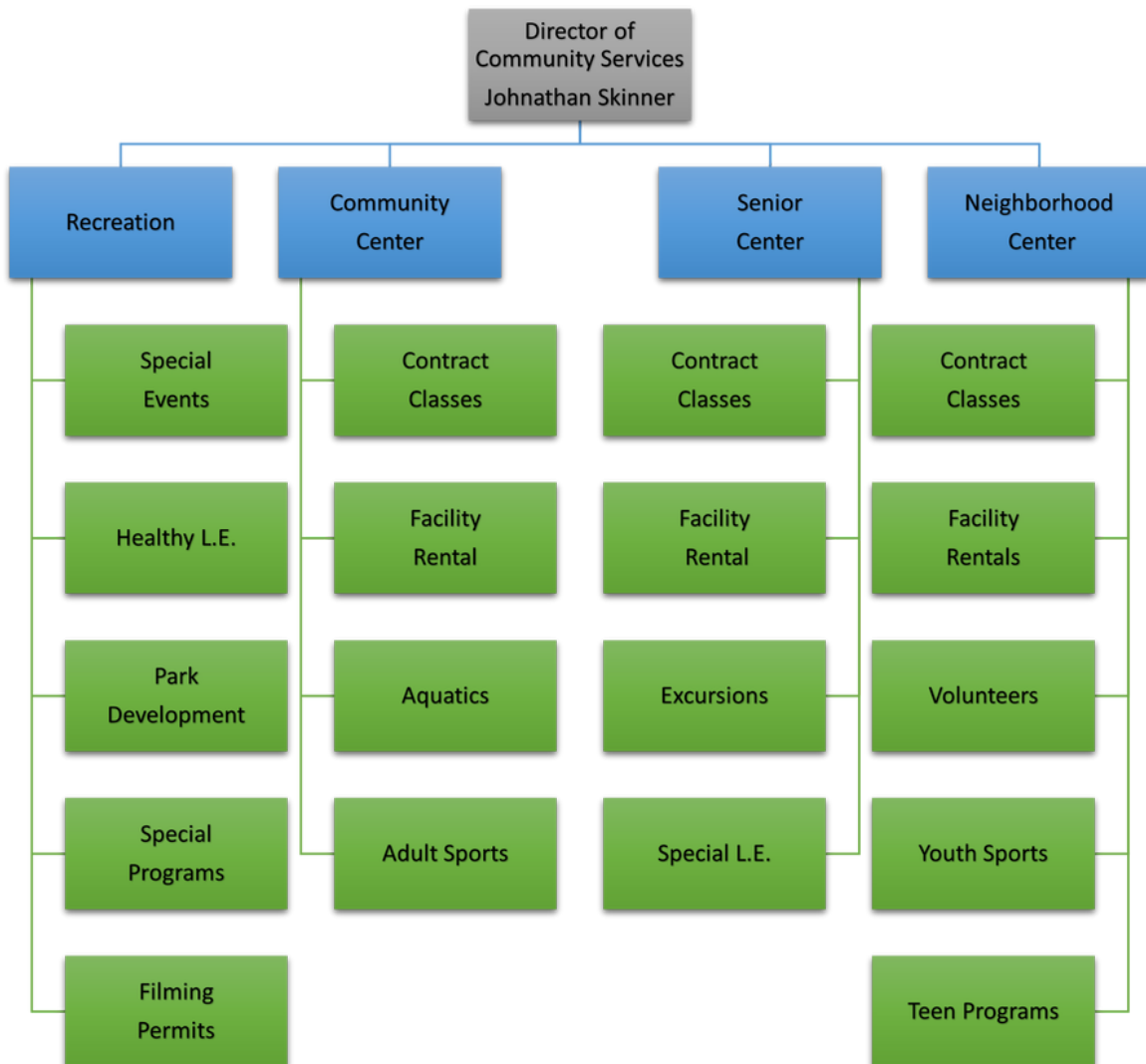


# Community Services

## Mission

The Community Services Department provides a variety of programs that educate, entertain, and enrich the community. The Department delivers exceptional special events for the entire family. Arranges for services and programs that are needed by those with special needs, teens, and seniors. Provides professional leadership through recreational programs, services, and events that enhance the quality of life in the community.

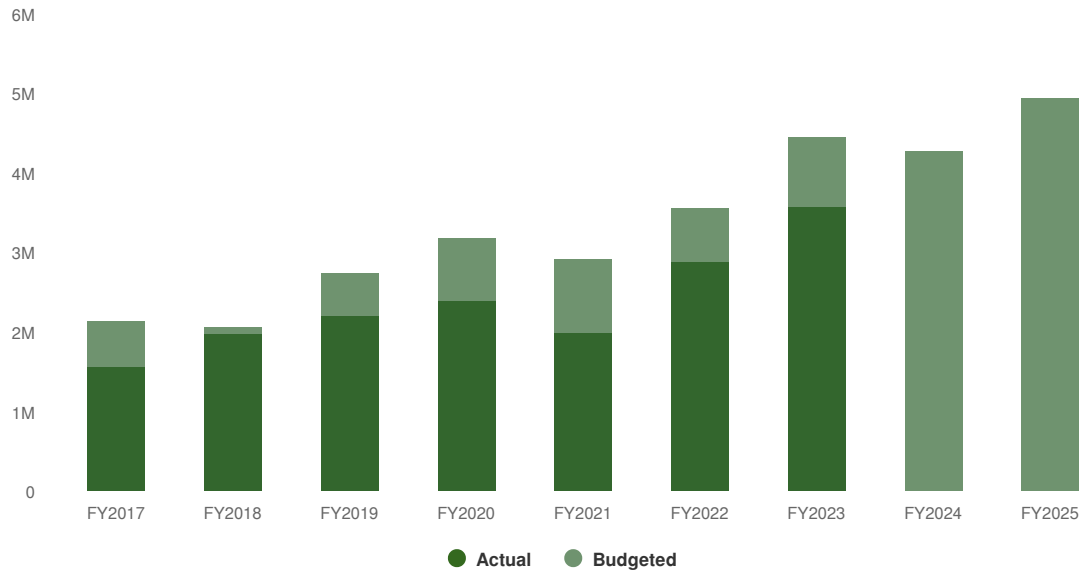
## Organizational Chart



## Expenditures Summary

**\$4,941,140** **\$665,270**  
(15.56% vs. prior year)

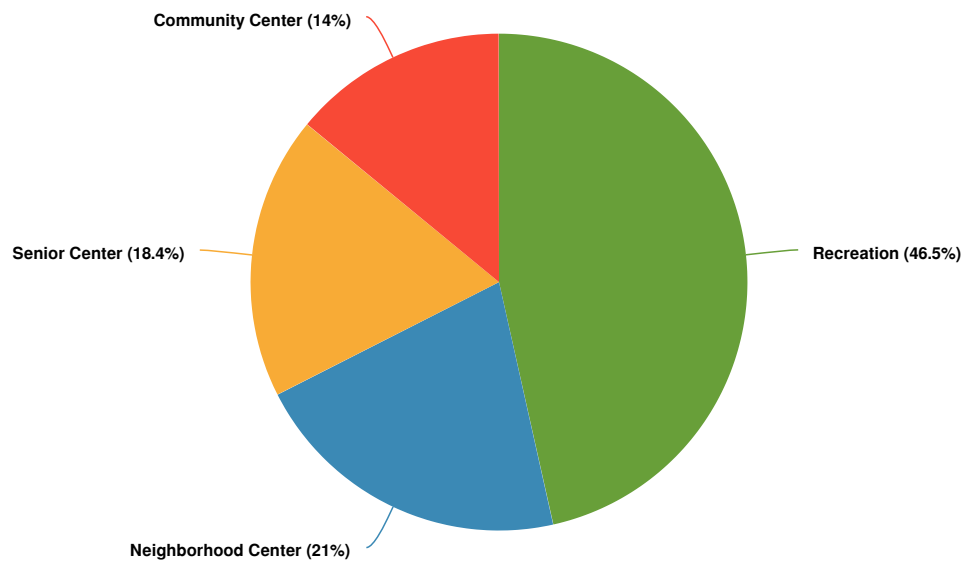
### Community Services Proposed and Historical Budget vs. Actual



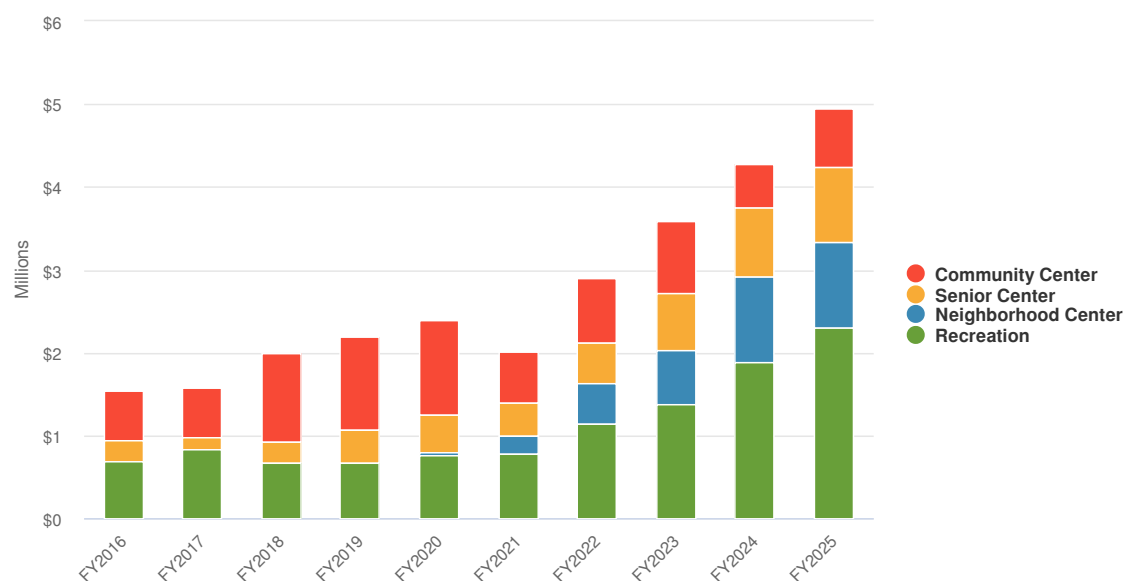


# Expenditures by Function

## Budgeted Expenditures by Function



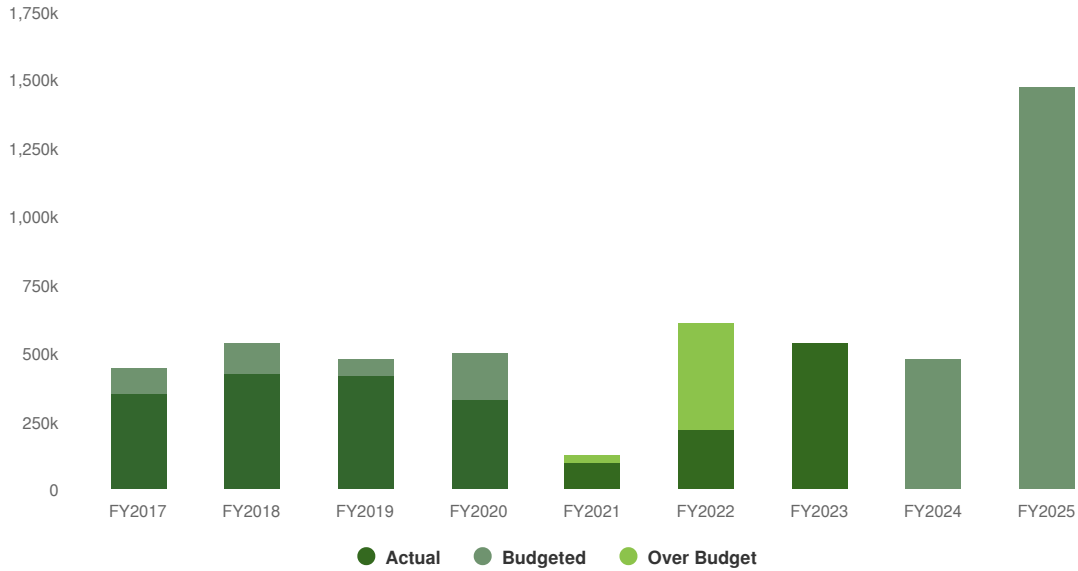
## Budgeted and Historical Expenditures by Function



## Revenues Summary

**\$1,476,080** **\$996,300**  
(207.66% vs. prior year)

### Community Services Proposed and Historical Budget vs. Actual



# Recreation

**Mission**

The City of Lake Elsinore strives to offer its residents quality and affordable programming for the young, the young at heart and for our four legged family members. The Recreation Division provides recreational programs and services year round for everyone's benefit.

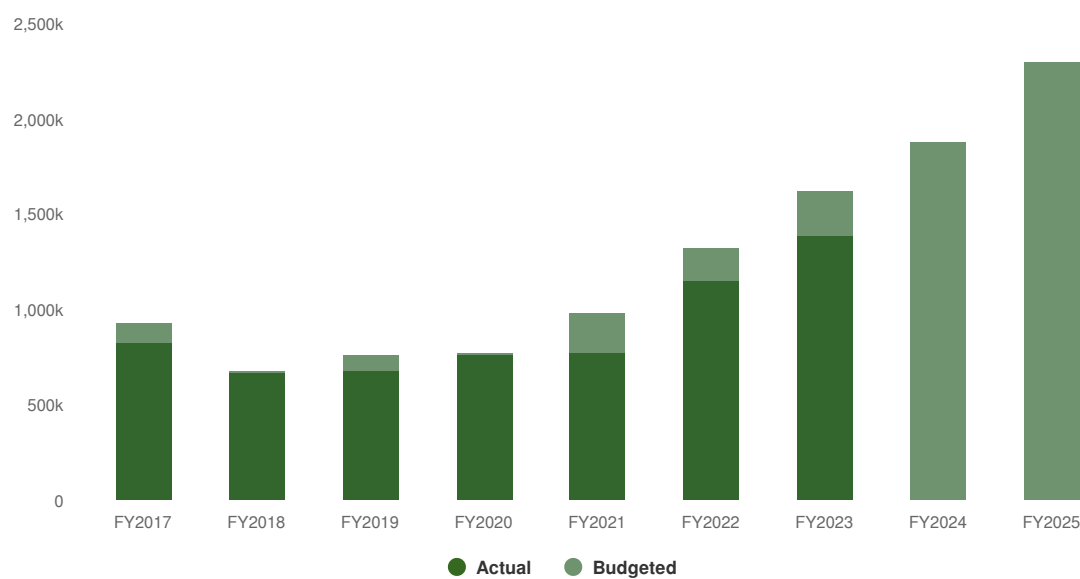
## Expenditures Summary

\$2,297,450

\$415,220

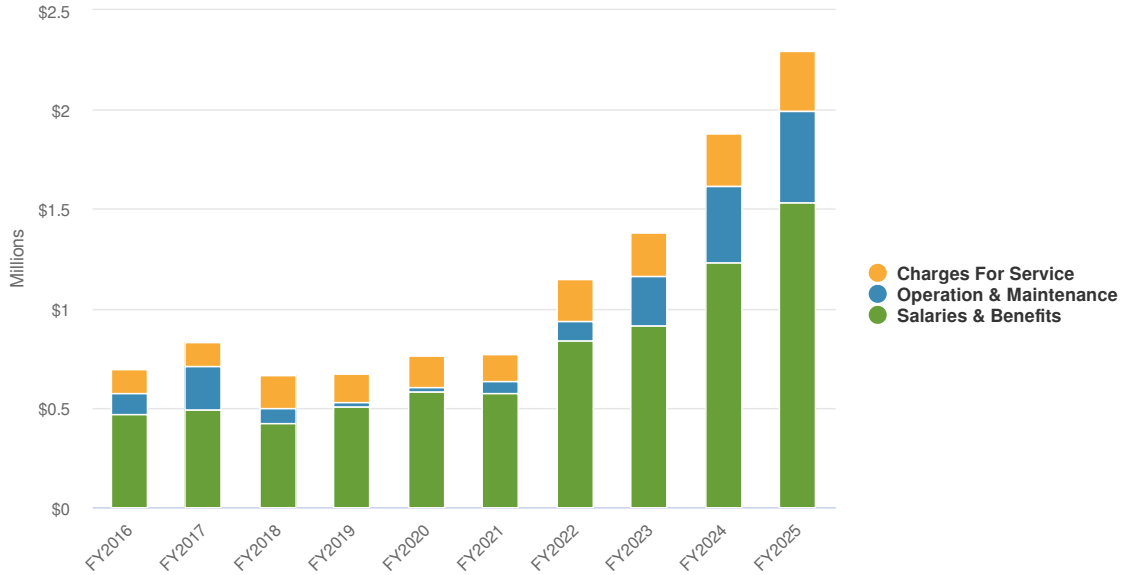
(22.06% vs. prior year)

Recreation Proposed and Historical Budget vs. Actual



## Expenditures by Expense Type

### Budgeted and Historical Expenditures by Expense Type

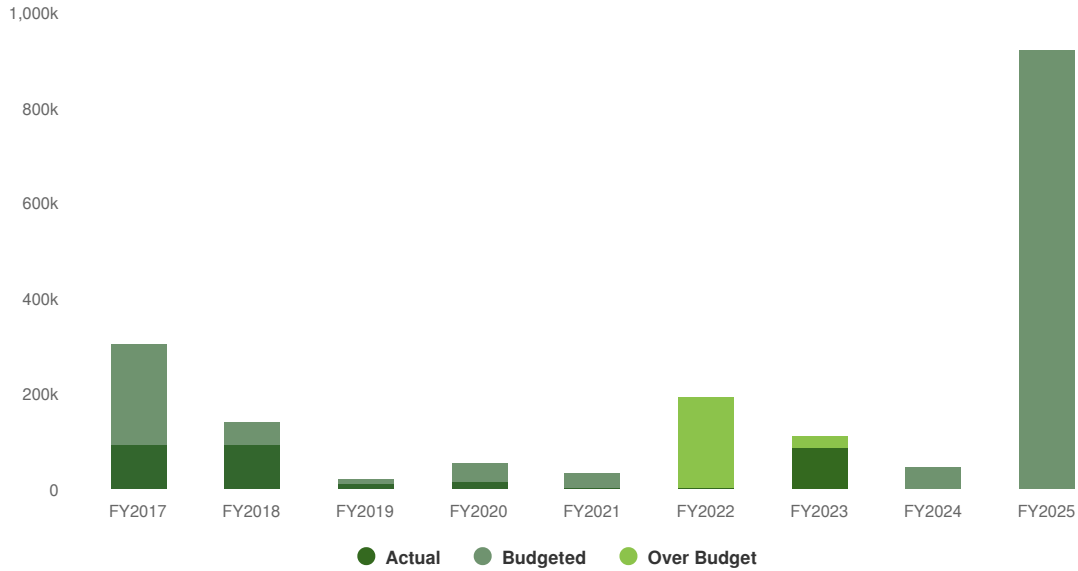


| Name                          | FY2022 Actual         | FY2023 Actual         | FY2024 Budget         | FY2025 Budgeted       |
|-------------------------------|-----------------------|-----------------------|-----------------------|-----------------------|
| Expense Objects               |                       |                       |                       |                       |
| Salaries & Benefits           | \$837,265.33          | \$913,146.32          | \$1,652,770.00        | \$1,531,490.00        |
| Operation & Maintenance       | \$98,791.20           | \$250,544.75          | \$460,000.00          | \$460,350.00          |
| Charges For Service           | \$214,582.00          | \$217,352.00          | \$270,700.00          | \$305,610.00          |
| <b>Total Expense Objects:</b> | <b>\$1,150,638.53</b> | <b>\$1,381,043.07</b> | <b>\$2,383,470.00</b> | <b>\$2,297,450.00</b> |

## Revenues Summary

**\$921,410**    **\$874,410**  
(1,860.45% vs. prior year)

### Recreation Proposed and Historical Budget vs. Actual



## **Personnel Allocation**

|                                       | <b>AUTHORIZED</b> |                | <b>AUTHORIZED</b> |
|---------------------------------------|-------------------|----------------|-------------------|
|                                       | <b>FY23-24</b>    | <b>CHANGES</b> | <b>FY24-25</b>    |
| Director of Community Services        | 1.00              | -              | 1.00              |
| Assistant Community Services Director | 0.75              | -              | 0.75              |
| Senior Management Analyst             | -                 | 1.00           | 1.00              |
| Special Events Manager                | 1.00              | -              | 1.00              |
| Management Analyst                    | 1.00              | -              | 1.00              |
| Special Events Coordinator            | 1.00              | -              | 1.00              |
| Administrative Assistant              | 1.00              | -              | 1.00              |
| Project Assistant - PT                | 1.00              | -              | 1.00              |
| Recreation Specialist - PT            | 8.00              | -              | 8.00              |
| Total                                 | <b>14.75</b>      | <b>1.00</b>    | <b>15.75</b>      |

## **FY 2023 - 24 Accomplishments**

### **ARISE** (Adaptive Recreation Incorporating Social Enrichment)

- Registered 19 New Members
- Hosted 16 Events/ Activities
- Served over 400 participants
- Hosted an Athletes Village at LEUSD Games
- Started Quarterly Newsletter

### **Aquatics**

- Hosted Inaugural Water Safety Day; guided 150 attendees through common water safety practices in an engaging format.
- Partnered with LEUSD to host Swimming Lessons for ATP students
- Taught 585 Kids Water Safety in Swimming Lessons
- Taught 12 students Adaptive Swimming Lessons

### **Classes**

- Recruited three new contract instructors (Best Sports, CPR, Yoga)
- Supported Recreation Class Instructors improving upon registration numbers and revenues
- Started new Youth Basketball League/ Partnership with NJB (National Junior Basketball) over 100 participants in the first season

# Community Center

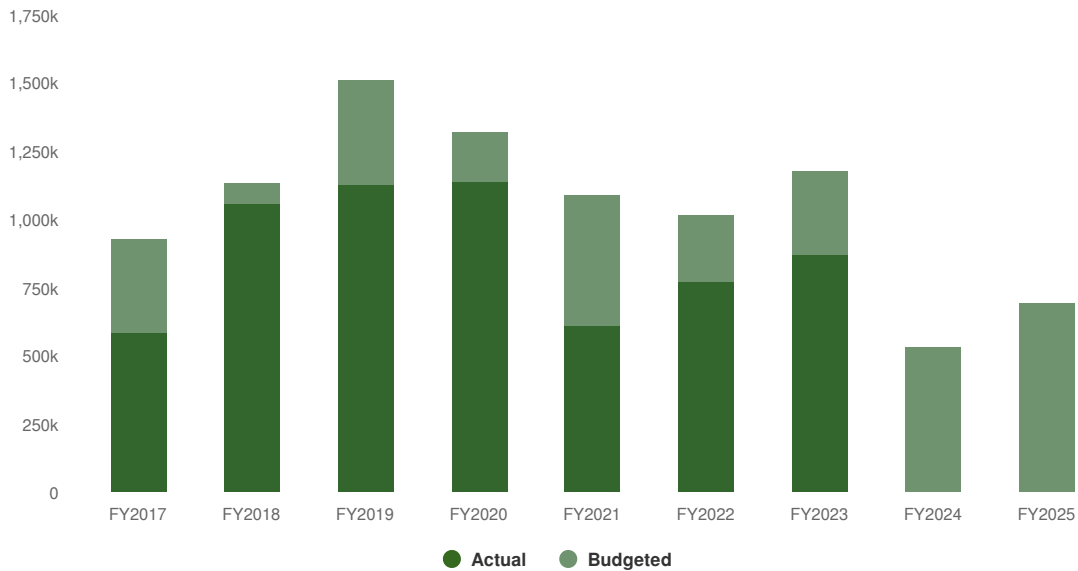
## Mission

Originally built in the 1950s as a movie theater, the Lake Community Center was renovated in 1990 to become the city's first Senior & Community Center offering senior programs, after school programs, drop in sports and recreational classes. Currently, the center still operates programs for all ages.

## Expenditures Summary

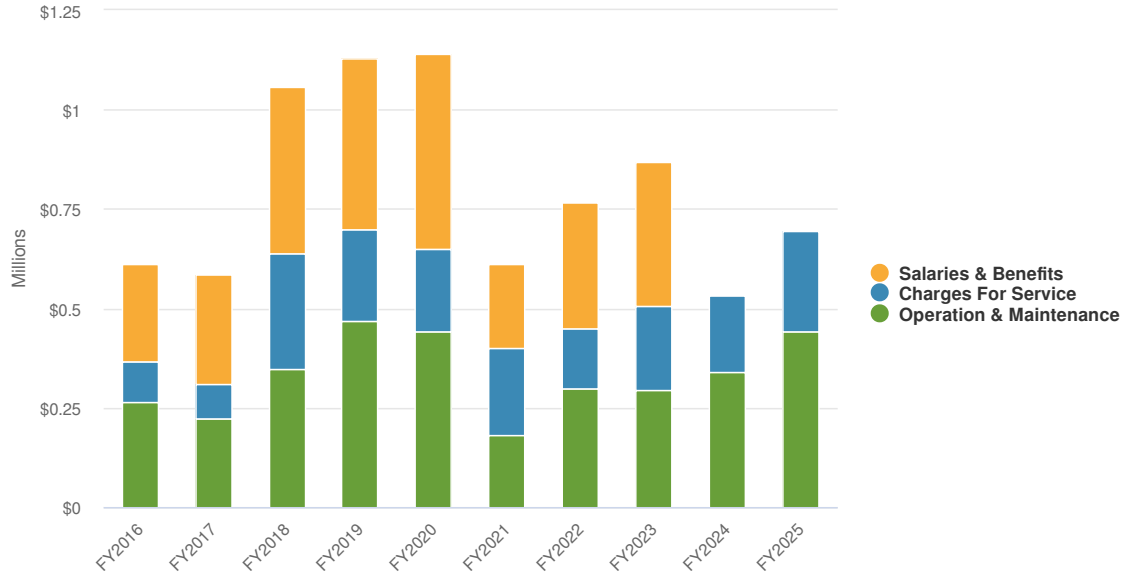
**\$693,810** **\$162,650**  
(30.62% vs. prior year)

### Community Center Proposed and Historical Budget vs. Actual



# Expenditures by Expense Type

## Budgeted and Historical Expenditures by Expense Type



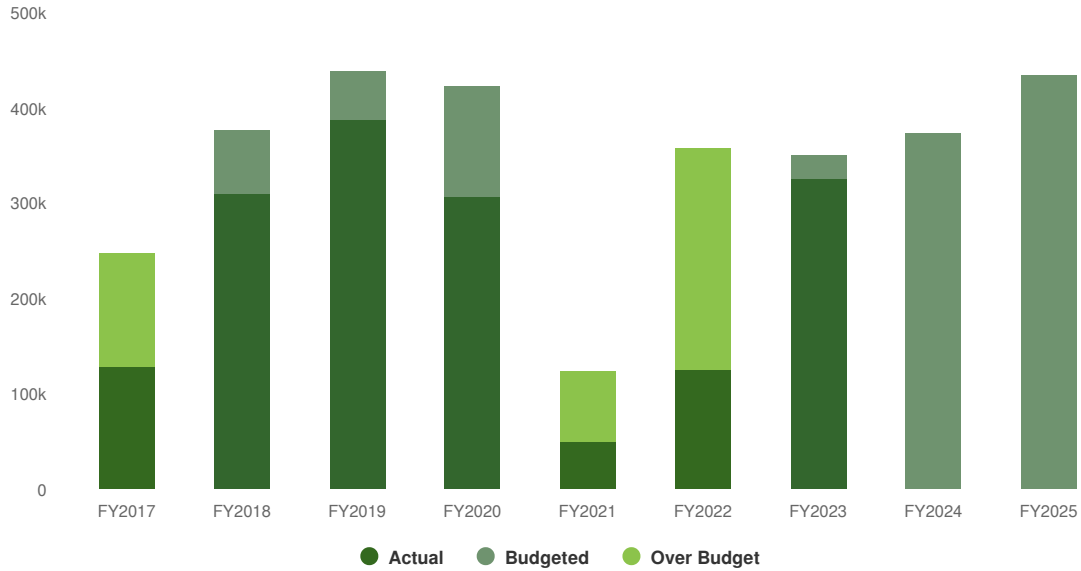
| Name                          | FY2022 Actual         | FY2023 Actual         | FY2024 Budget         | FY2025 Budgeted       |
|-------------------------------|-----------------------|-----------------------|-----------------------|-----------------------|
| Expense Objects               |                       |                       |                       |                       |
| Salaries & Benefits           | \$639,124.88          | \$725,457.26          | \$1,165,160.00        | \$1,403,800.00        |
| Operation & Maintenance       | \$297,672.64          | \$296,260.34          | \$390,980.00          | \$443,700.00          |
| Charges For Service           | \$150,688.00          | \$210,965.00          | \$192,390.00          | \$250,110.00          |
| <b>Total Expense Objects:</b> | <b>\$1,087,485.52</b> | <b>\$1,232,682.60</b> | <b>\$1,748,530.00</b> | <b>\$2,097,610.00</b> |



## Revenues Summary

**\$434,610** **\$59,860**  
(15.97% vs. prior year)

### Community Center Proposed and Historical Budget vs. Actual



## **Personnel Allocation**

|                                   | <b>AUTHORIZED</b> |                | <b>AUTHORIZED</b> |
|-----------------------------------|-------------------|----------------|-------------------|
|                                   | <b>FY23-24</b>    | <b>CHANGES</b> | <b>FY24-25</b>    |
| Recreation Supervisor (Unfunded)  | 1.00              | -              | 1.00              |
| Community Services Coordinator    | 1.00              | -              | 1.00              |
| Aquatics Program Coordinator - PT | 1.00              | -              | 1.00              |
| Recreation Specialist - PT        | 1.00              | -              | 1.00              |
| Water Safety Instructor - PT      | 9.00              | -              | 9.00              |
| Recreation Leader - PT            | 4.00              | -              | 4.00              |
| Recreation Aide - PT              | 6.00              | -              | 6.00              |
| Total                             | <b>23.00</b>      | <b>-</b>       | <b>23.00</b>      |

## **FY 2023 - 24 Accomplishments**

### **Day Camp**

- Hosted 6 of 6 sold out weeks of Day Camp
- Hosted 44 Kids over two sessions in a brand new Science Day Camp.
- Science Camp

### **Events**

- Spring Eggstraganza moved to Downtown Event, renamed Bunny Trunk Hop with great participation
- Successful "Live at the Lakefront Music Series" with average of over 2,000 participants per concert
- Returned Taco Fest to Downtown and partnered with Classic Car Show
- Spearheaded numerous Ground Breakings and Ribbon Cuttings
- Trunk or Treat exceeded previous participation with over 8,000 visitors
- Held 3<sup>rd</sup> Annual Mariachi Fest, selling out with over 4,000 participants
- Improved upon Winterfest Event to include more parade participants and larger event area, over 13,000 attendees
- Held two sold out "Breakfast with Santa" events at the local fire Station

# Senior Center

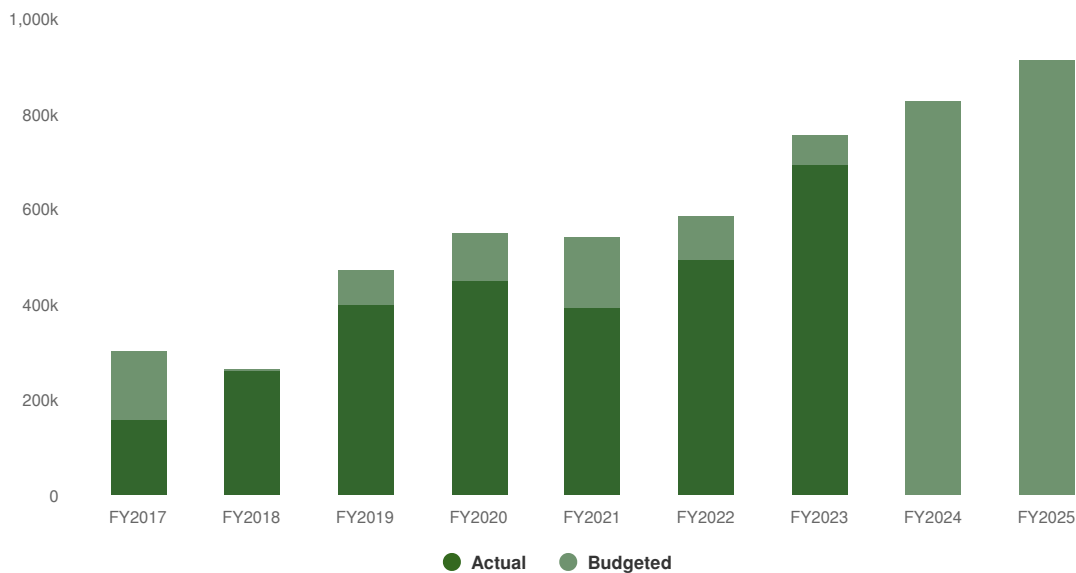
## Mission

The Lake Elsinore Senior Activity Center provides a wide variety of recreational, self-enrichment and educational programs for participants 55 and older. The facility includes a state of the art computer lab, a billiard room, a television lounge, a reading room, dining hall, patio areas, and a service kitchen. This center provides social, recreational, physical and educational opportunities at low or no cost.

## Expenditures Summary

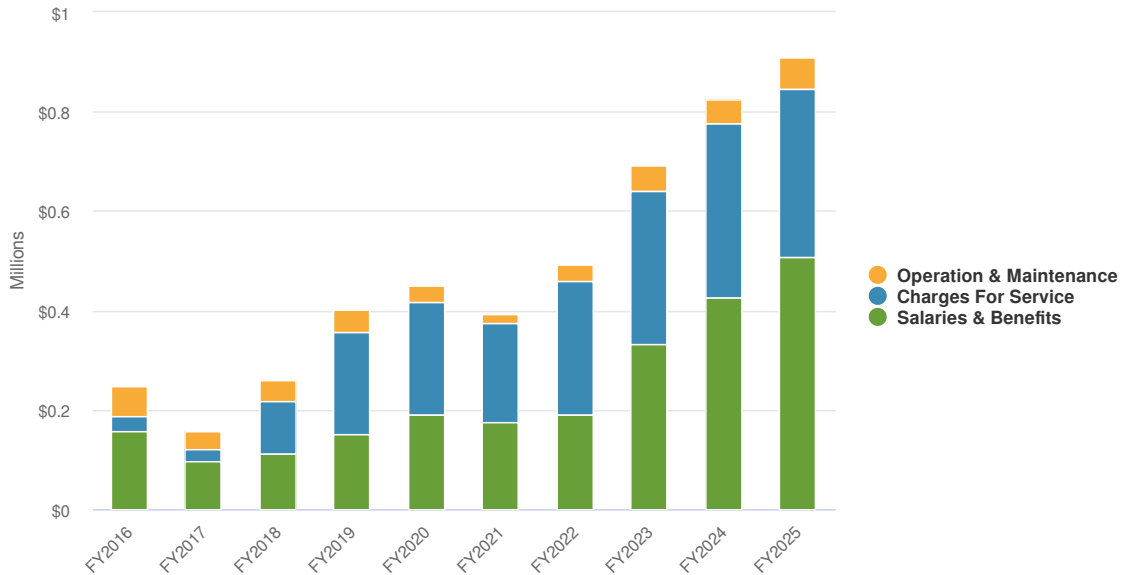
**\$910,810** **\$85,180**  
(10.32% vs. prior year)

### Senior Center Proposed and Historical Budget vs. Actual



## Expenditures by Expense Type

### Budgeted and Historical Expenditures by Expense Type

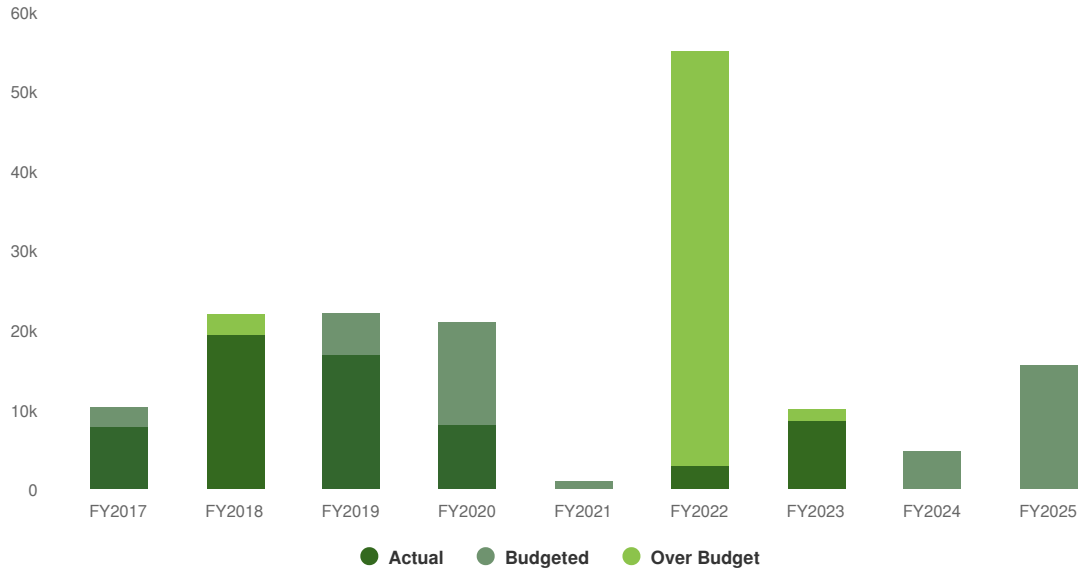


| Name                          | FY2022 Actual       | FY2023 Actual       | FY2024 Budget       | FY2025 Budgeted     |
|-------------------------------|---------------------|---------------------|---------------------|---------------------|
| Expense Objects               |                     |                     |                     |                     |
| Salaries & Benefits           | \$188,866.07        | \$333,665.28        | \$425,650.00        | \$508,840.00        |
| Operation & Maintenance       | \$32,727.67         | \$52,013.68         | \$77,820.00         | \$65,250.00         |
| Charges For Service           | \$270,967.00        | \$307,300.00        | \$353,270.00        | \$336,720.00        |
| <b>Total Expense Objects:</b> | <b>\$492,560.74</b> | <b>\$692,978.96</b> | <b>\$856,740.00</b> | <b>\$910,810.00</b> |

## Revenues Summary

**\$15,660** **\$10,710**  
(216.36% vs. prior year)

### Senior Center Proposed and Historical Budget vs. Actual



### **Personnel Allocation**

|                                | <b>AUTHORIZED</b> |                | <b>AUTHORIZED</b> |
|--------------------------------|-------------------|----------------|-------------------|
|                                | <b>FY23-24</b>    | <b>CHANGES</b> | <b>FY24-25</b>    |
| Recreation Supervisor          | 1.00              | -              | 1.00              |
| Community Services Coordinator | 1.00              | -              | 1.00              |
| Recreation Specialist - PT     | 1.00              | -              | 1.00              |
| Recreation Leader - PT         | 2.00              | -              | 2.00              |
| Recreation Aide - PT           | 2.00              | -              | 2.00              |
| Total                          | <b>7.00</b>       | <b>-</b>       | <b>7.00</b>       |

### **FY 2023 - 24 Accomplishments**

- Hosted Evening Spring Formal and 9 other Special Events averaging 48 participants each event
- Took 187 Seniors on Various Trips around Southern California
- 300 Seniors Registered for special programming
- Started new programs, Black Jack, Free Haircuts, and Chair Volleyball
- Averaged 58 daily visitors to the Senior Center
- Averaged 30 Fit after 50 Exercise Participants
- Secured \$4,000 NRPA Grant for Walk with Ease
- Staff has been appointed as one of two in the Nation as a Peer Leader for the NRPA Senior Activities Grant Program

# Neighborhood Center

## Mission

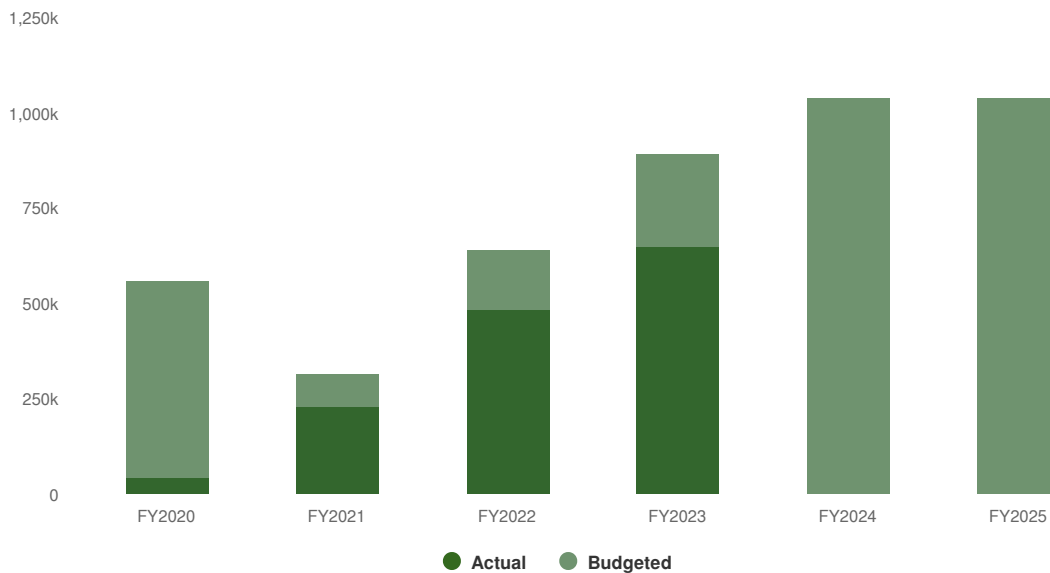
Formerly known as the *Old Sheriff's Station*, the City of Lake Elsinore was deeded this facility in 2016 from the County of Riverside and later refurbished from what was once used as a Sheriff Station and Courthouse, to a renovated facility for the expansion of City recreational programming.

The City utilized a Community Development Block Grant (CDBG) for the renovation of the project, identified in the Capital Improvement Project (CIP) sheet as "The Lake Elsinore Neighborhood Center."

## Expenditures Summary

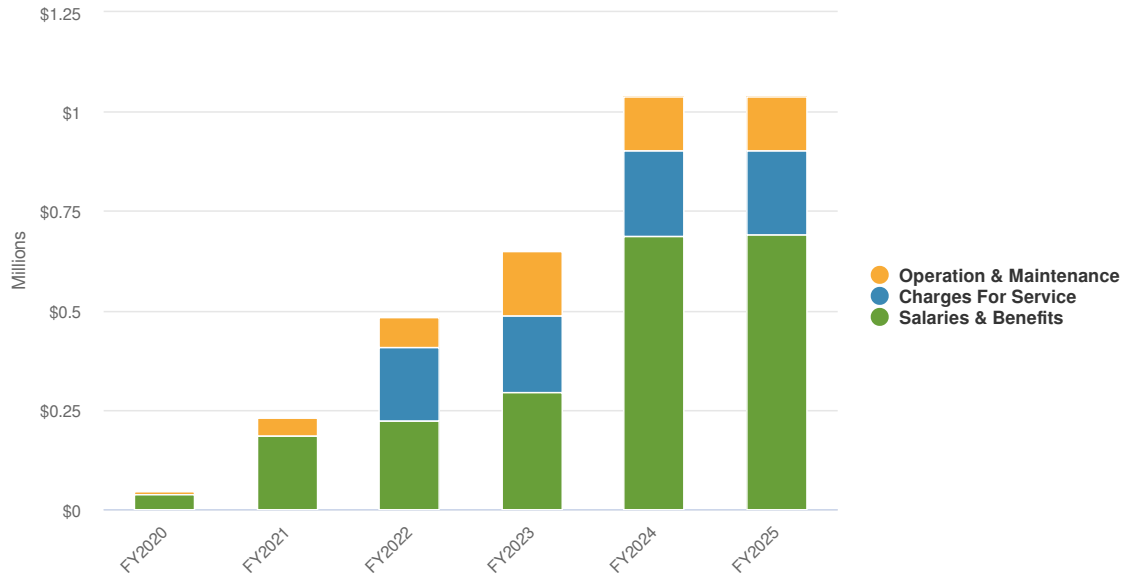
**\$1,039,070** **\$2,220**  
(0.21% vs. prior year)

### Neighborhood Center Proposed and Historical Budget vs. Actual



# Expenditures by Expense Type

## Budgeted and Historical Expenditures by Expense Type



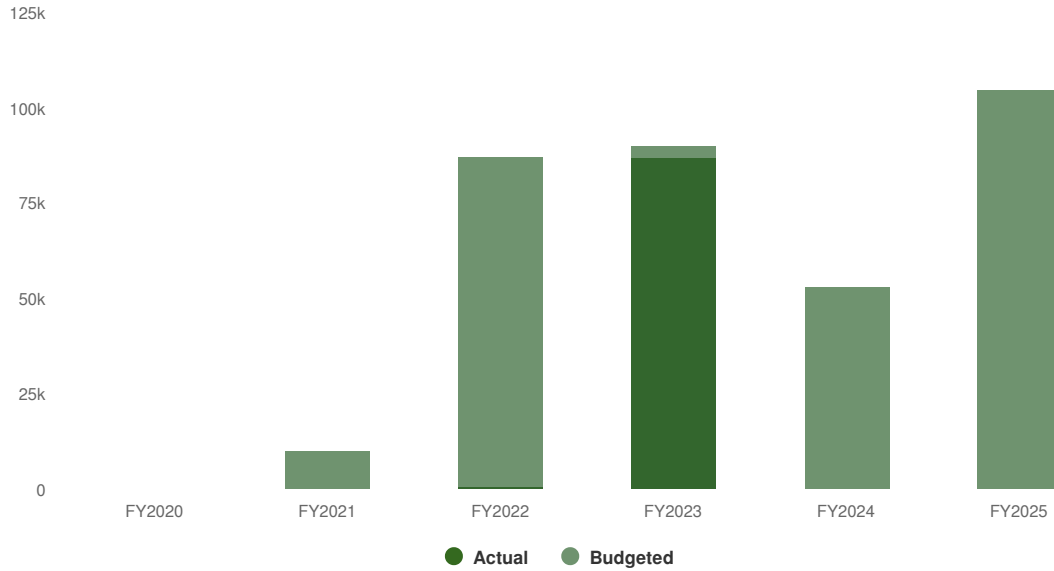
| Name                          | FY2022 Actual       | FY2023 Actual       | FY2024 Budget         | FY2025 Budgeted       |
|-------------------------------|---------------------|---------------------|-----------------------|-----------------------|
| Expense Objects               |                     |                     |                       |                       |
| Salaries & Benefits           | \$224,275.72        | \$294,418.70        | \$688,670.00          | \$689,500.00          |
| Operation & Maintenance       | \$78,313.92         | \$164,378.50        | \$157,000.00          | \$135,750.00          |
| Charges For Service           | \$181,710.00        | \$191,521.00        | \$217,400.00          | \$213,820.00          |
| <b>Total Expense Objects:</b> | <b>\$484,299.64</b> | <b>\$650,318.20</b> | <b>\$1,063,070.00</b> | <b>\$1,039,070.00</b> |



## Revenues Summary

**\$104,400** **\$51,320**  
(96.68% vs. prior year)

### Neighborhood Center Proposed and Historical Budget vs. Actual



### **Personnel Allocation**

|                                | <b>AUTHORIZED</b> |                | <b>AUTHORIZED</b> |
|--------------------------------|-------------------|----------------|-------------------|
|                                | <b>FY22-23</b>    | <b>CHANGES</b> | <b>FY23-24</b>    |
| Recreation Supervisor          | 1.00              | -              | 1.00              |
| Community Services Coordinator | 1.00              | -              | 1.00              |
| Recreation Specialist - PT     | 1.00              | -              | 1.00              |
| Recreation Leader - PT         | 4.00              | -              | 4.00              |
| Recreation Aide - PT           | 4.00              | -              | 4.00              |
| Total                          | <b>11.00</b>      | <b>-</b>       | <b>11.00</b>      |

### **FY 2023 - 24 Accomplishments**

- Drafted and issued RFP for CSD Master Plan to include community needs assessment, expected to be awarded in February 2024
- Assisted with redesign of Swick and Matich Park to comply with Little League Western Region for dimensions
  - Pursued and researched potential capital and programming projects, including:
    - Pursuing MTB park/trails and assessing potential sites with local professionals
    - Establishing a Pickle Ball club and programming at LCC
    - Accessible Sports Park with potential collaboration with Miracle Fields
    - Continued correspondence with ASR on Whitewater Park concept

# Non-Departmental

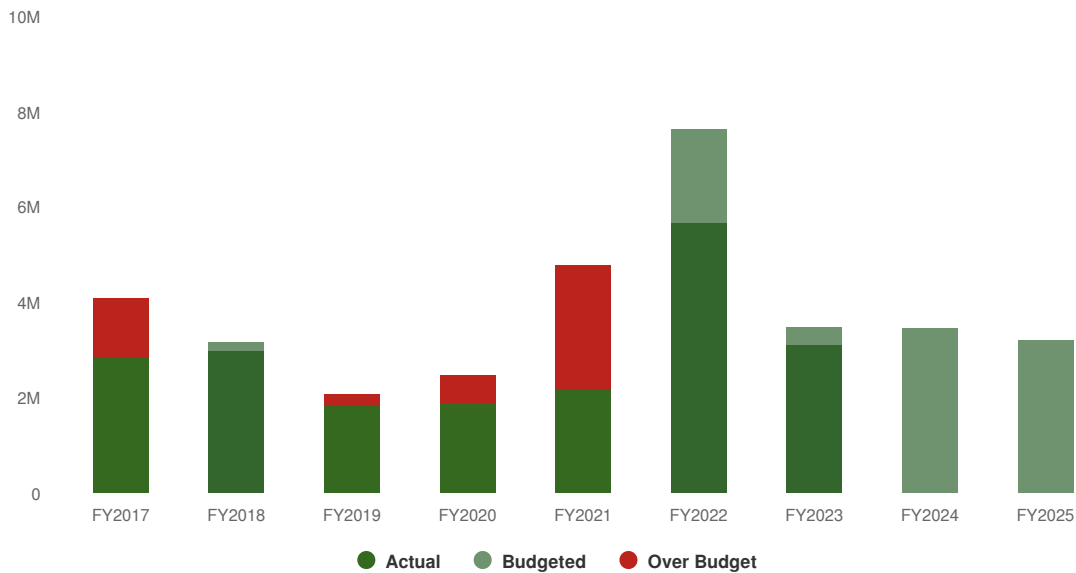
## Mission

The Non-Departmental Division is a cost center for general administrative expenditures such as CalPERS Replacement Benefit, County Property Tax Administration Fees, and various Trustee Fees and Costs. It also reflects the Debt Service payment for the 2013 Recreation Authority Lease Revenue Bonds.

## Expenditures Summary

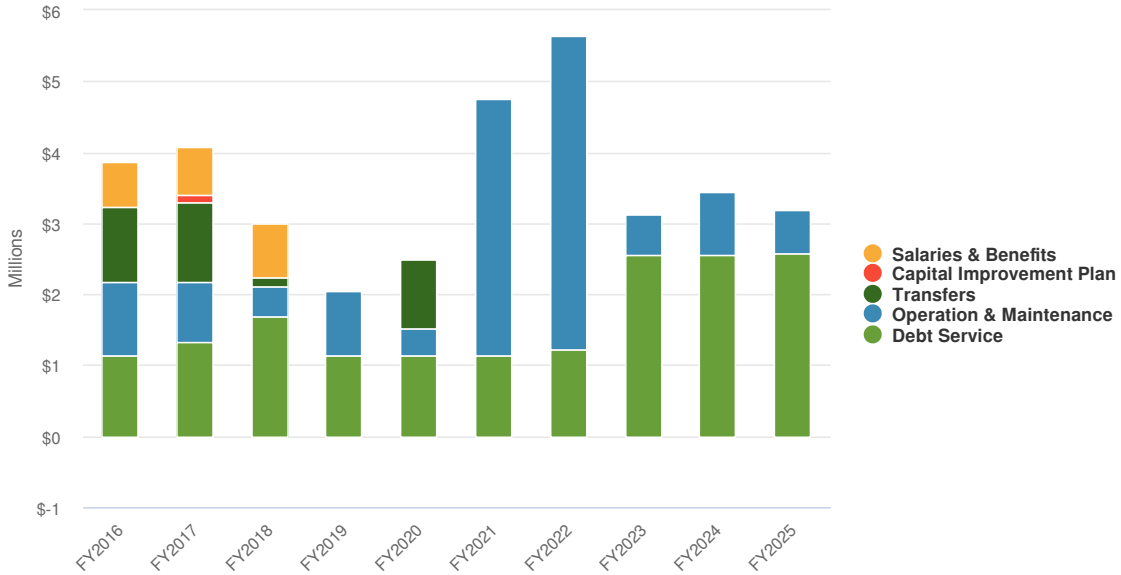
**\$3,195,530** **-\$247,870**  
(-7.20% vs. prior year)

### Non-Departmental Proposed and Historical Budget vs. Actual



# Expenditures by Expense Type

## Budgeted and Historical Expenditures by Expense Type



| Name                          | FY2022 Actual         | FY2023 Actual         | FY2024 Budget         | FY2025 Budgeted       |
|-------------------------------|-----------------------|-----------------------|-----------------------|-----------------------|
| Expense Objects               |                       |                       |                       |                       |
| Salaries & Benefits           | \$13,748.06           | \$1,230.00            | \$0.00                | \$0.00                |
| Operation & Maintenance       | \$4,410,356.15        | \$558,935.91          | \$882,000.00          | \$632,000.00          |
| Debt Service                  | \$1,221,247.94        | \$2,559,477.21        | \$2,561,400.00        | \$2,563,530.00        |
| <b>Total Expense Objects:</b> | <b>\$5,645,352.15</b> | <b>\$3,119,643.12</b> | <b>\$3,443,400.00</b> | <b>\$3,195,530.00</b> |

# Internal Service Funds

**Mission**

Internal Service Funds (ISFs) are used to account for the funding of goods and services provided by one department to other benefitting departments on a cost-reimbursement basis. The following section includes an expenses summary of each of the Internal Services Fund.

**INTERNAL SERVICE FUND OVERVIEW**

**DEPARTMENTS**

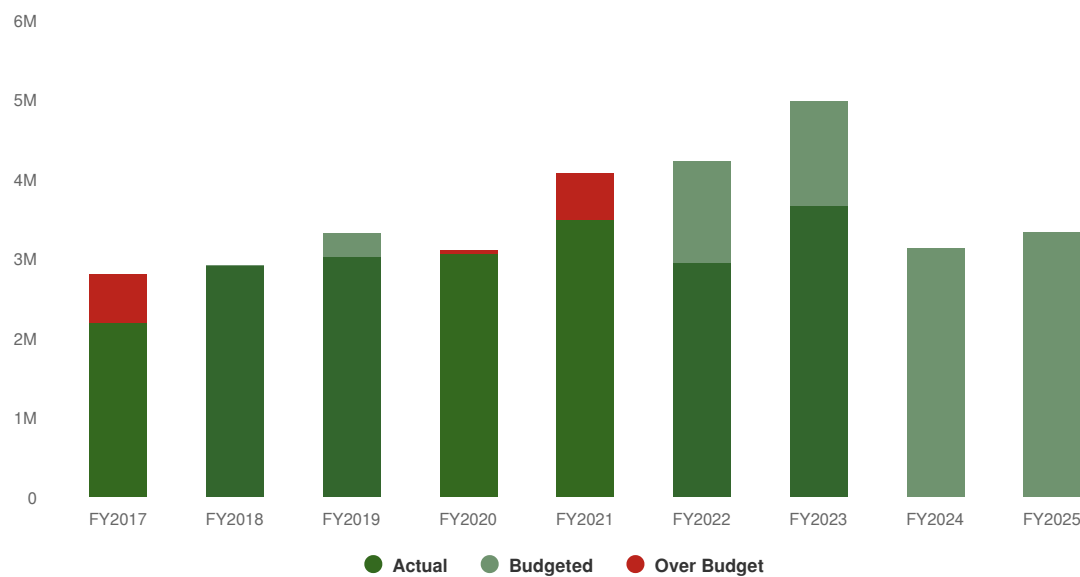
- Insurance Services
- Information Technology
- Support Services
- Fleet Services
- Facility Services

## Expenditures Summary

\$3,330,505

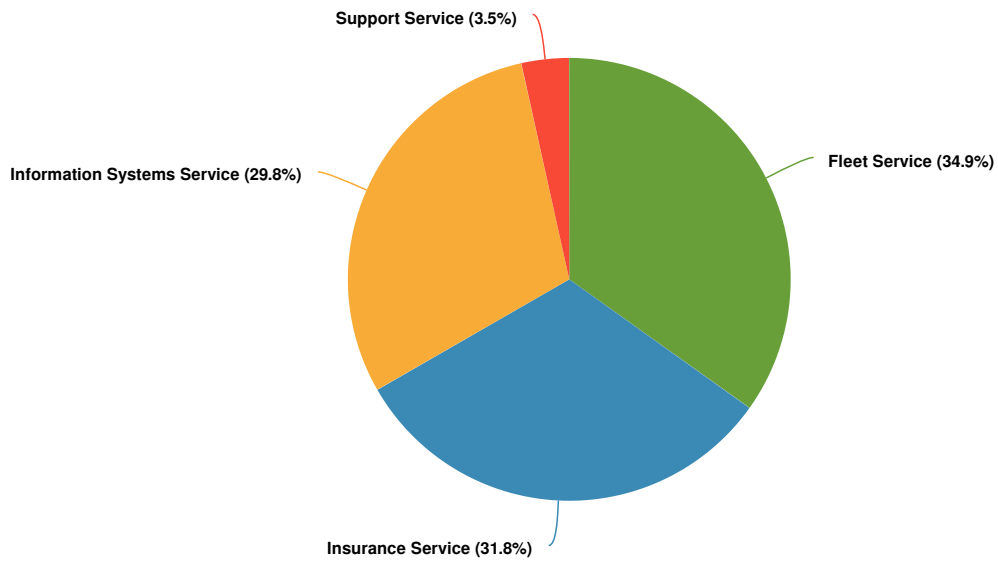
\$203,465  
(6.51% vs. prior year)

Internal Service Funds Proposed and Historical Budget vs. Actual

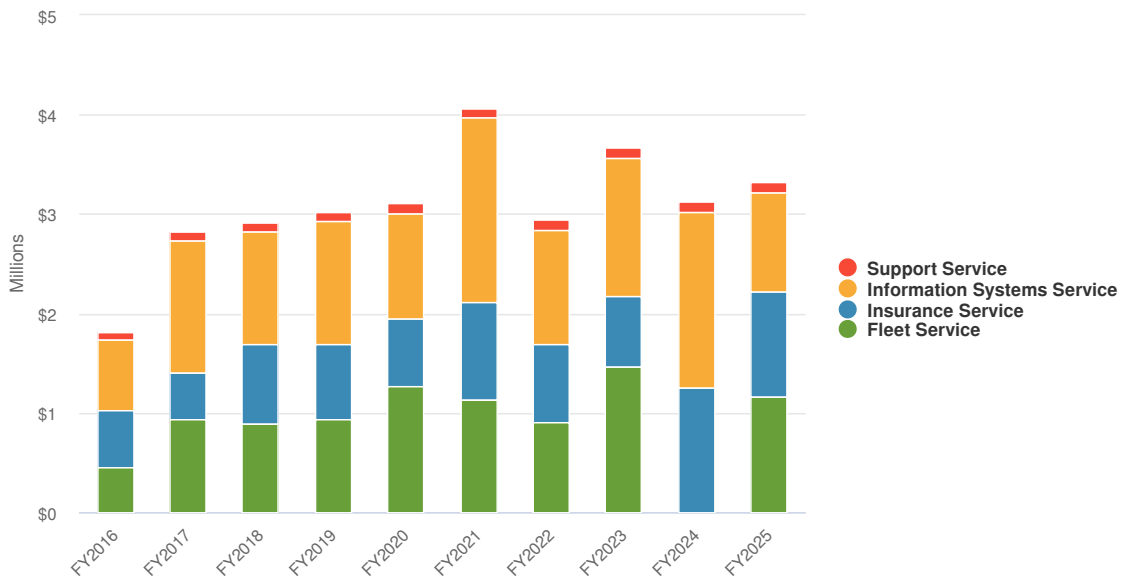


# Expenditures by Fund

## 2025 Expenditures by Fund



## Budgeted and Historical 2025 Expenditures by Fund



# Insurance Services

## Mission

The purpose of the Risk Management Division of the Administrative Services Department is to reduce the financial impact of claims, lawsuits, and employee injuries to the City; to reduce the corresponding frequency and severity of these events through the application of professional risk management practices; and to provide a safe environment for employees to work and the public to enjoy.

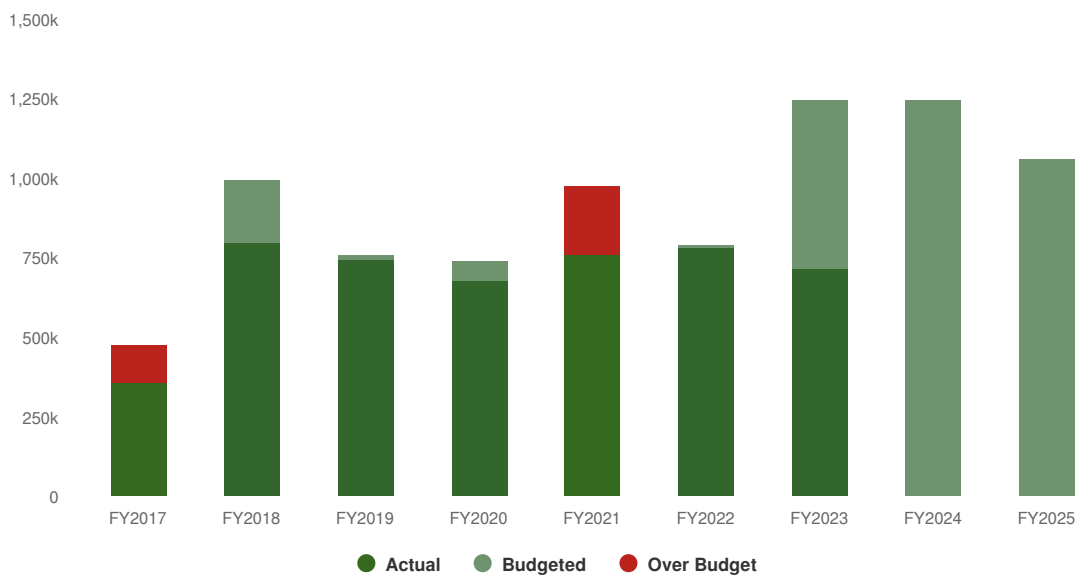
The City of Lake Elsinore is a member of the California Joint Powers Insurance Authority (CJPIA), which is a self- insurance pool which provides liability protection of all of its members. Through the CJPIA, the City is able to procure General Liability, Workers' Compensation, Property, Crime, Environmental liability and Special Events insurance coverage. CJPIA provides third party claims administration through Southern California Risk Management Associates (SCRMA), Alliant and Carl Warren Co. to investigate and process claims.

The allocation method for this fund is based on expenditure less investment income and direct charges to police and fire to achieve the net cost to be allocated. The net cost is then allocated based on the total number of personnel per department.

## Expenditures Summary

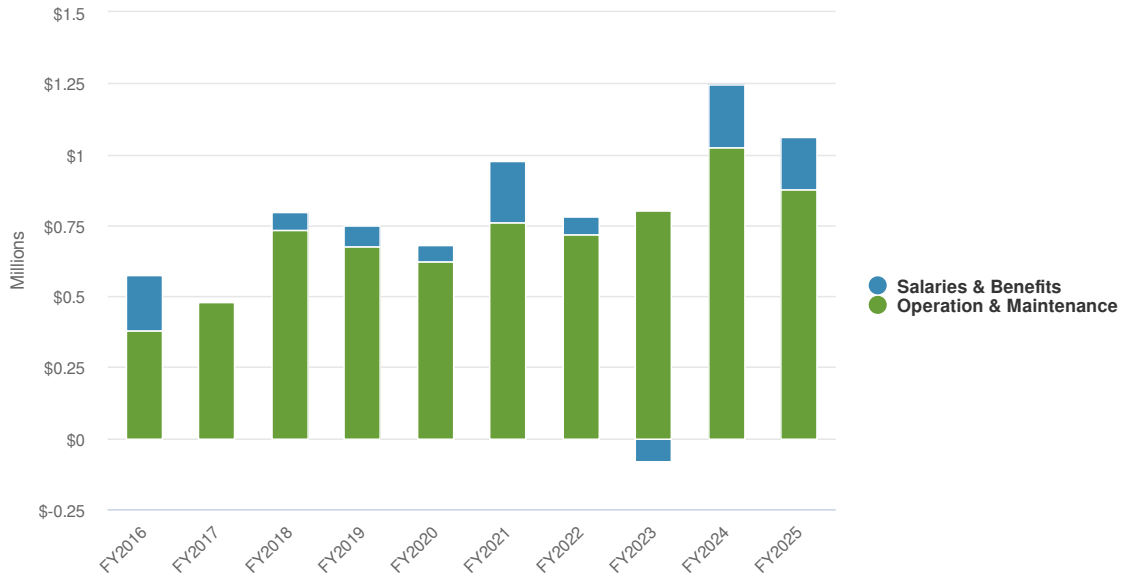
**\$1,059,690** **-\$186,550**  
(-14.97% vs. prior year)

### Insurance Services Proposed and Historical Budget vs. Actual



## Expenditures by Expense Type

### Budgeted and Historical Expenditures by Expense Type



| Name                          | FY2022 Actual       | FY2023 Actual       | FY2024 Budget       | FY2025 Budgeted       |
|-------------------------------|---------------------|---------------------|---------------------|-----------------------|
| Expense Objects               |                     |                     |                     |                       |
| Salaries & Benefits           | \$65,480.25         | -\$82,108.97        | \$234,650.00        | \$182,390.00          |
| Operation & Maintenance       | \$716,596.95        | \$801,327.09        | \$751,807.00        | \$877,300.00          |
| <b>Total Expense Objects:</b> | <b>\$782,077.20</b> | <b>\$719,218.12</b> | <b>\$986,457.00</b> | <b>\$1,059,690.00</b> |

### Personnel Allocation

|  | AUTHORIZED<br>FY23-24 | CHANGES  | AUTHORIZED<br>FY24-25 |
|--|-----------------------|----------|-----------------------|
| Director of Administrative Services (Unfunded) Total | 0.34                  | -        | 0.34                  |
| Assistant Director of Administrative Services        | 0.34                  | -        | 0.34                  |
| <b>Total</b>   | <b>0.68</b>           | <b>-</b> | <b>0.68</b>           |

### FY 2023-24 Accomplishments

- Reported monthly claims log to City Manager within 14 day after month-end
- Updated Property and Vehicle schedules with current replacement value.
- Reviewed premiums to ensure City is being cost effective.





# Information Technology

## Mission

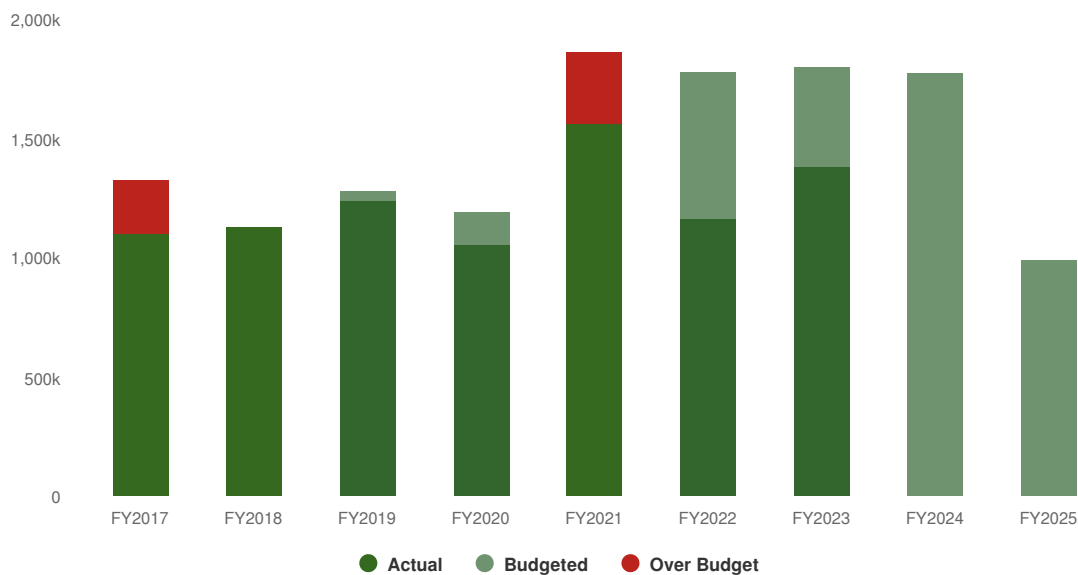
Information Technology (IT) is charged with providing the highest quality of leadership, support, and essential services to the organization's Operating Departments to maintain service levels necessary to efficiently and effectively meet all departmental program requirements at City Hall and off-site facilities. This department establishes policy and direction for the City with respect to technology-related initiatives, including strategic planning, project management and implementation of technology-based policies and procedures. IT maintains City technology infrastructure including all workstations, servers, mobile devices, communication services, networking appliances and related equipment. This department also manages software and applications utilized by City staff and the public, including; City website, databases, electronic document management systems "Cloud" based platforms and other software solutions implemented by the City. IT provides support and customer service to all City staff with respect to information technology related service requests (Help Desk). IT is responsible for electronic and physical security of all City owned and operated facilities.

The allocation method for this fund is based on expenditure less investment income plus a ten percent markup (for replacement cost) to equal the net cost to be allocated. The net cost is then allocated based on the total number of workstations per department.

## Expenditures Summary

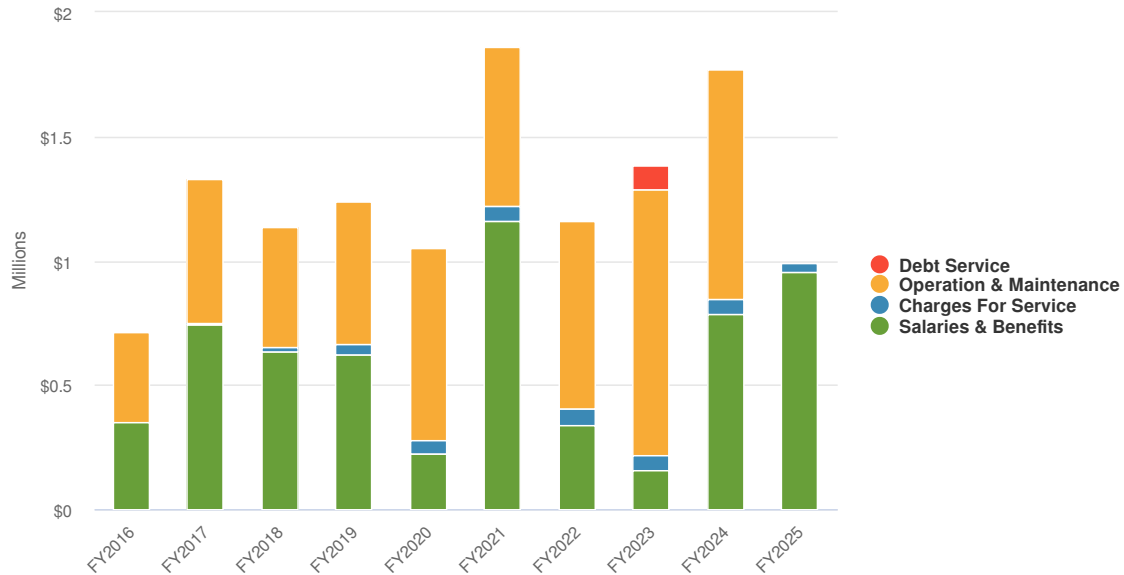
**\$993,434** **-\$778,646**  
(-43.94% vs. prior year)

### Information Technology Proposed and Historical Budget vs. Actual



# Expenditures by Expense Type

## Budgeted and Historical Expenditures by Expense Type



| Name                          | FY2022 Actual         | FY2023 Actual         | FY2024 Budget         | FY2025 Budgeted       |
|-------------------------------|-----------------------|-----------------------|-----------------------|-----------------------|
| Expense Objects               |                       |                       |                       |                       |
| Salaries & Benefits           | \$341,018.24          | \$157,690.50          | \$937,440.00          | \$954,540.00          |
| Operation & Maintenance       | \$1,520,870.10        | \$2,145,077.66        | \$3,074,060.00        | \$2,220,400.00        |
| Charges For Service           | \$61,291.69           | \$58,856.44           | \$44,000.00           | \$35,644.00           |
| Debt Service                  |                       | \$95,237.03           | \$0.00                | \$0.00                |
| <b>Total Expense Objects:</b> | <b>\$1,923,180.03</b> | <b>\$2,456,861.63</b> | <b>\$4,055,500.00</b> | <b>\$3,210,584.00</b> |

### **Personnel Allocation**

|   | <b>AUTHORIZED</b> |                | <b>AUTHORIZED</b> |
|---|-------------------|----------------|-------------------|
|   | <b>FY23-24</b>    | <b>CHANGES</b> | <b>FY24-25</b>    |
| Assistant Information Technology Director | -                 | 1.00           | 1.00              |
| Information Technology Manager (Unfunded) | 1.00              | -              | 1.00              |
| Information Technology Administrator      | 1.00              | -              | 1.00              |
| Information Technician II                 | 1.00              | -              | 1.00              |
| Information Technician I                  | 1.00              | -              | 1.00              |
| GIS Tech                                  | 1.00              | -              | 1.00              |
| Total                                     | <b>5.00</b>       | <b>1.0</b>     | <b>6.00</b>       |

### **FY 2023 - 24 Accomplishments**

- Redesigned and launched a new modernized city website
- Implemented Cireson's new help desk portal system
- Deployed Cireson's new IT Asset Management System
- Update GIS Data for an enhanced user experience
- Upgraded EnerGov to latest version providing a robust solution
- Upgraded Firewall's and Networking Infrastructure to enhance Cyber Security

# Support Service

## Mission

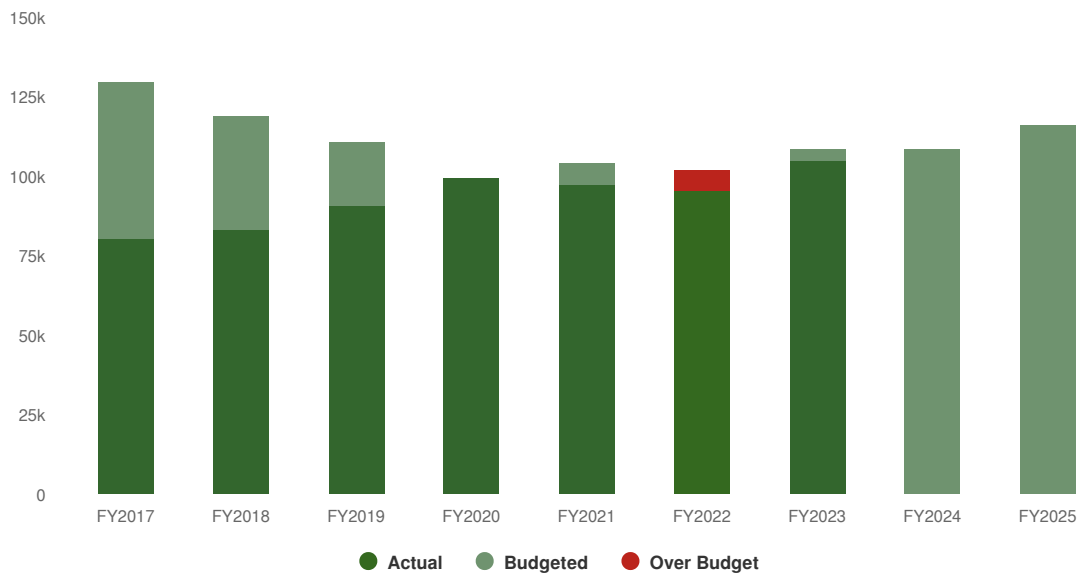
The Support Services Fund is the cost center for the City's central duplicating, printing, and mailing activities. It is also used to depreciate all related copying and mailing equipment over their useful lives, and to accumulate resources for the purchase of future equipment. Departments are charged based on a count of copies made in the previous fiscal year.

The allocation method for this fund is based on expenditure less investment income plus a ten percent markup (for replacement cost) to equal the net cost to be allocated. The net cost is then allocated based on the total number of copy counts per department.

## Expenditures Summary

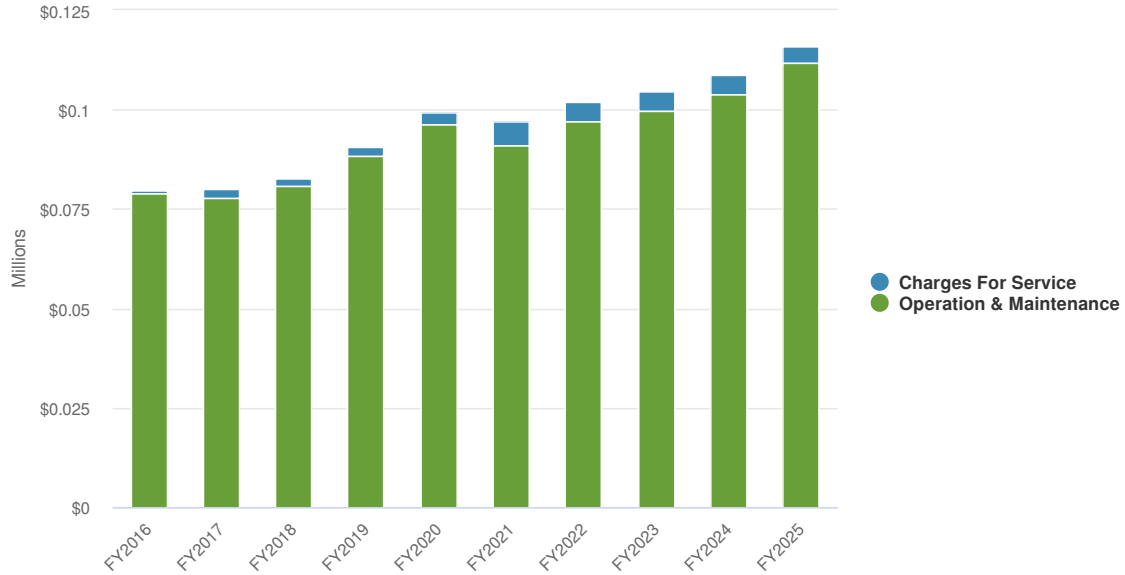
**\$115,906** **\$7,186**  
(6.61% vs. prior year)

### Support Service Proposed and Historical Budget vs. Actual



# Expenditures by Expense Type

## Budgeted and Historical Expenditures by Expense Type



| Name                          | FY2022 Actual       | FY2023 Actual       | FY2024 Budget       | FY2025 Budgeted     |
|-------------------------------|---------------------|---------------------|---------------------|---------------------|
| Expense Objects               |                     |                     |                     |                     |
| Operation & Maintenance       | \$97,121.67         | \$99,792.40         | \$103,910.00        | \$111,900.00        |
| Charges For Service           | \$4,806.75          | \$4,806.78          | \$4,810.00          | \$4,006.00          |
| <b>Total Expense Objects:</b> | <b>\$101,928.42</b> | <b>\$104,599.18</b> | <b>\$108,720.00</b> | <b>\$115,906.00</b> |

# Fleet Services

## Mission

The Fleet Division of the Public Works Department is to provide high quality, cost-effective and sustainable fleet management and maintenance services to our customer departments.

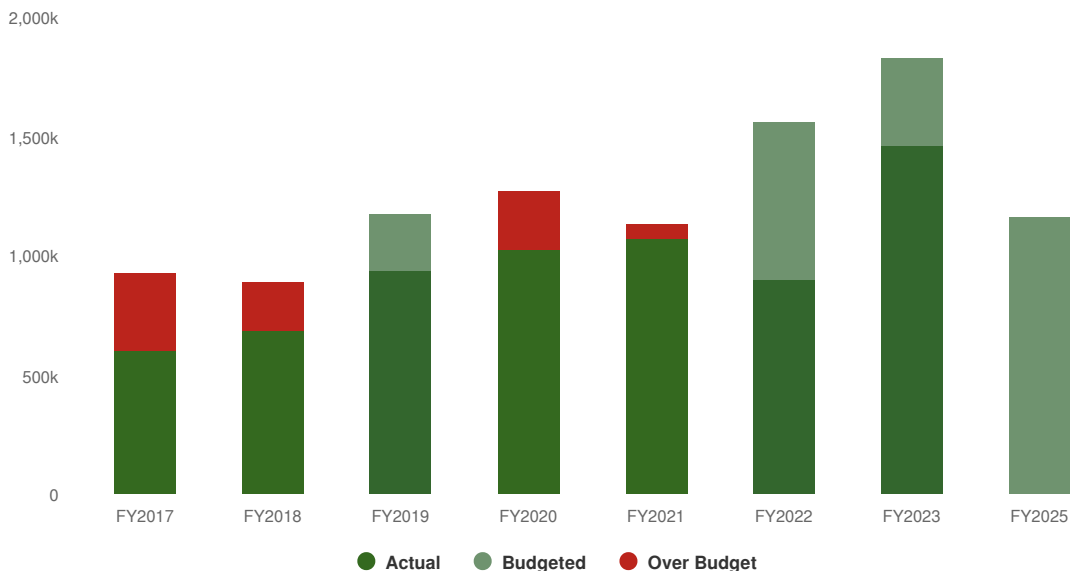
The division provides fleet services to six City departments with a combined municipal fleet total of approximately 172 units. The division is responsible for asset management, maintenance and repairs, vehicle acquisitions and dispositions, equipment specifications, and the shared motor pool program.

The allocation method for this fund is based on expenditure less investment income plus a ten percent markup (for replacement cost) to equal the net cost to be allocated. The net cost is then allocated based on the depreciation per department.

## Expenditures Summary

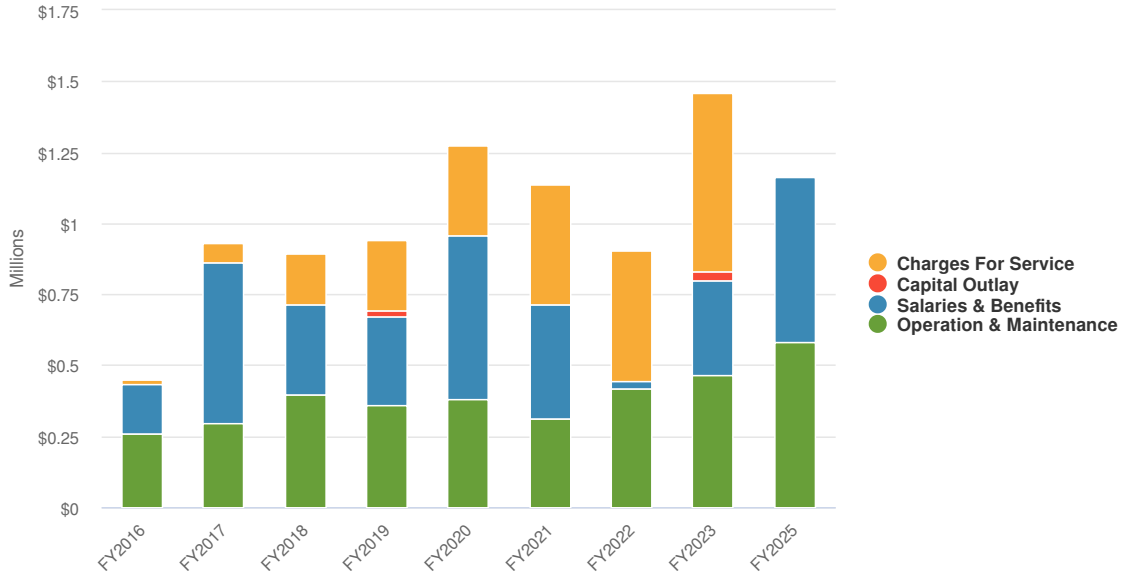
**\$1,161,475** **\$1,161,475**  
(100.00% vs. prior year)

### Fleet Services Proposed and Historical Budget vs. Actual



# Expenditures by Expense Type

## Budgeted and Historical Expenditures by Expense Type



| Name                          | FY2022 Actual       | FY2023 Actual         | FY2024 Budget         | FY2025 Budgeted       |
|-------------------------------|---------------------|-----------------------|-----------------------|-----------------------|
| Expense Objects               |                     |                       |                       |                       |
| Salaries & Benefits           | \$26,537.02         | \$335,486.40          | \$578,790.00          | \$579,575.00          |
| Operation & Maintenance       | \$418,510.49        | \$464,238.95          | \$504,050.00          | \$581,900.00          |
| Charges For Service           | \$457,363.81        | \$629,249.48          | \$751,195.00          | \$0.00                |
| Capital Outlay                | \$0.00              | \$31,674.08           | \$0.00                | \$0.00                |
| <b>Total Expense Objects:</b> | <b>\$902,411.32</b> | <b>\$1,460,648.91</b> | <b>\$1,834,035.00</b> | <b>\$1,161,475.00</b> |

## **Personnel Allocation**

|                         | <b>AUTHORIZED<br/>FY23-24</b> | <b>CHANGES</b> | <b>AUTHORIZED<br/>FY24-25</b> |
|-------------------------|-------------------------------|----------------|-------------------------------|
| Public Works Supervisor | 1.00                          | -              | 1.00                          |
| Lead Worker             | 1.00                          | -              | 1.00                          |
| Maintenance Worker II   | 1.00                          | -              | 1.00                          |
| Total                   | <b>3.00</b>                   | -              | <b>3.00</b>                   |

## **FY 2023 - 24 Accomplishments**

- Solar Powered Message Boards Delivered
  - (2) Solar powered message boards for emergency and special events
- Field Groomer Sand Pro
  - Field groomer for park field maintenance throughout City parks
- Agricultural Tractor
  - Agricultural tractor for beach cleaning, raking, spraying, and mowing
- Z45/25 Electric Boom Lift (On Order)
  - Electric articulating boom lift equipped with non-marking solid tires
- (2) LED Light Towers (On Order)
  - LED towers brighter and more efficient
- Rotary Cutter Mower
  - 20-foot rotary brush cutter
- Asphalt Patch Truck
  - Designed to transport hot or cold asphalt and road oils at controlled temperatures
- (3) Code Enforcement Vehicles
  - 4x4 Chevrolet Silverado's to help with traction when inspecting rural areas



# Facility Services

## Mission

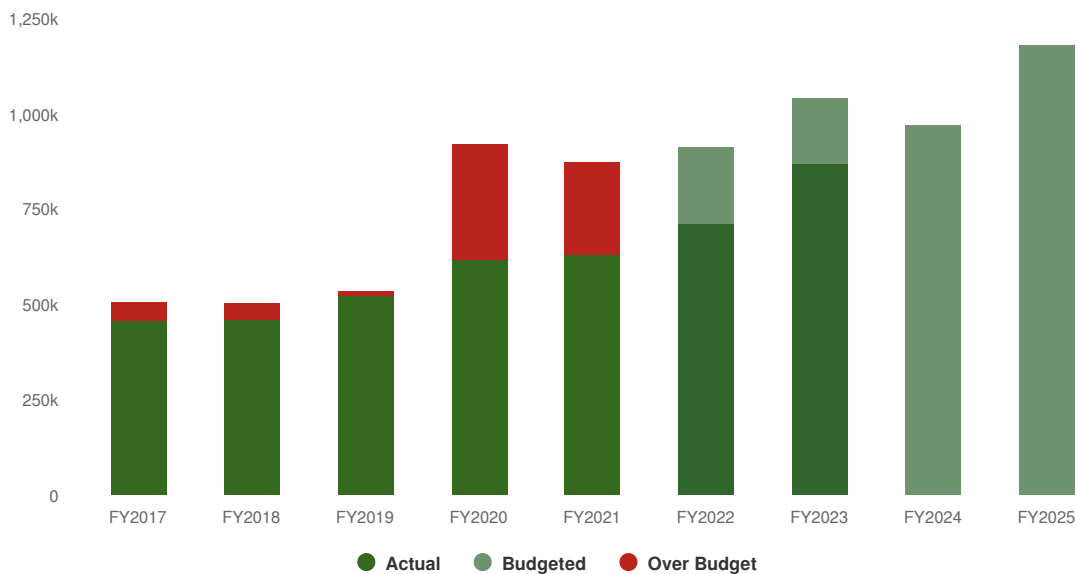
The Facility Division of the Public Works Department provides day-to-day maintenance and repair, modernization, and improvement services including, emergency repairs, deferred maintenance, and tenant improvements to all citywide facilities.

The allocation method for this fund is based on expenditure less investment income plus a ten percent markup (for replacement cost) to equal the net cost to be allocated. The net cost is then allocated based on the square footage and number of employees per department.

## Expenditures Summary

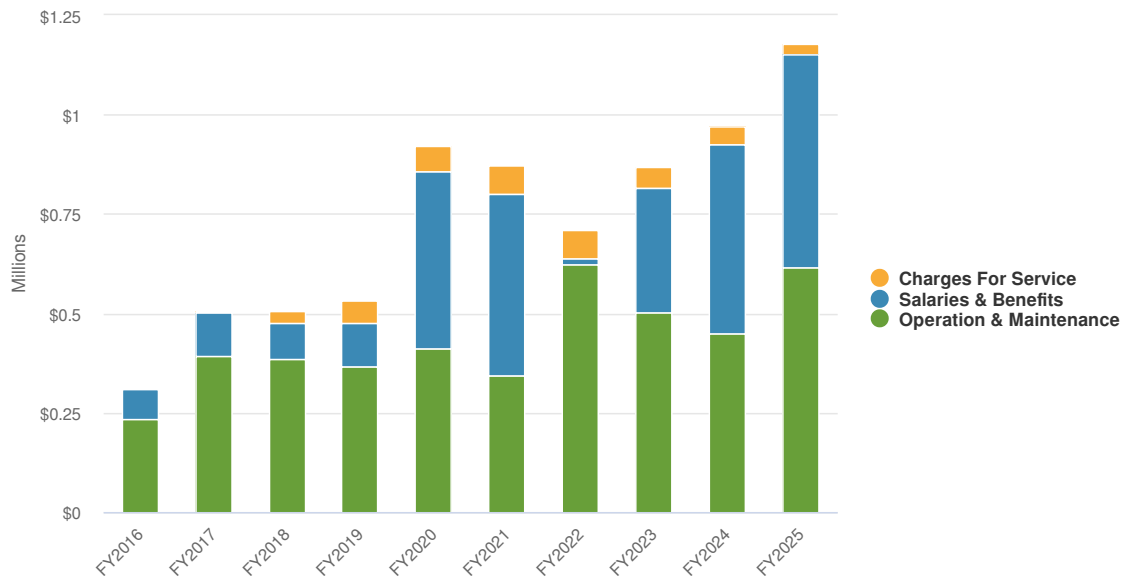
**\$1,178,286** **\$206,436**  
(21.24% vs. prior year)

### Facility Services Proposed and Historical Budget vs. Actual



# Expenditures by Expense Type

## Budgeted and Historical Expenditures by Expense Type



| Name                          | FY2022 Actual       | FY2023 Actual       | FY2024 Budget         | FY2025 Budgeted       |
|-------------------------------|---------------------|---------------------|-----------------------|-----------------------|
| Expense Objects               |                     |                     |                       |                       |
| Salaries & Benefits           | \$17,016.26         | \$316,207.18        | \$458,420.00          | \$537,740.00          |
| Operation & Maintenance       | \$622,558.86        | \$500,831.75        | \$569,270.00          | \$614,670.00          |
| Charges For Service           | \$71,933.99         | \$51,607.86         | \$22,620.00           | \$25,876.00           |
| <b>Total Expense Objects:</b> | <b>\$711,509.11</b> | <b>\$868,646.79</b> | <b>\$1,050,310.00</b> | <b>\$1,178,286.00</b> |

## **Personnel Allocation**

|                       | <b>AUTHORIZED<br/>FY23-24</b> | <b>CHANGES</b> | <b>AUTHORIZED<br/>FY24-25</b> |
|-----------------------|-------------------------------|----------------|-------------------------------|
| Maintenance Worker II | 1.00                          | -              | 1.00                          |
| Maintenance Worker I  | 2.00                          | -              | 2.00                          |
| Total                 | <b>3.00</b>                   | -              | <b>3.00</b>                   |

## **FY 2023 - 24 Accomplishments**

- City Park Memorial
  - First responder memorial
  - Historical Lake Elsinore Main St. granite used for memorial
  - (2) 25foot flag poles and (1) 35foot flag pole
- Fire Station 85 Roof Replacement
  - Roof was outdated, broken tiles, and multiple leaks throughout facility
  - Synthetic underlayment installed
  - Quarrix Composite Roman Tile installed for longevity
- Fire Station 94 Roof Replacement
  - Roof was outdated, broken tiles, and multiple leaks throughout facility
  - Synthetic underlayment installed
  - Quarrix Composite Roman Tile installed for longevity
- Community Center Public Parking Lot Re-pave
  - Parking lot repave due to asphalt unraveling/deterioration
  - Removed planters to increase space between drive through vehicles and parked vehicles
  - Parking lot re-stripped
- Neighborhood Center Parking Lot Solar Lighting
  - Solar power parking lights
- Neighborhood Center Concrete Pad/Synthetic Grass Area
  - Removed large rocks, poured concrete pad and synthetic turf
- Neighborhood Center Roof
  - Removed damaged asphalt roll roof
  - Installed high efficient "Thermoplastic Polyolefin Membrane" roof
- Senior Center Roof Replacement
  - Removed delaminated shingle roof
  - Installed synthetic underlayment
  - Installed Quarrix Composite Roman Tile installed for longevity
- Rosetta Canyon Restroom Roof Replacement
  - Clay roof had multiple leaks and broken tiles
  - Installed synthetic underlayment
  - Installed Quarrix Composite Roman Tile installed for longevity
- Rosetta Canyon Office Remodel
  - Rosetta office water damaged from roof leaks
  - Removed cabinets, installed flooring, and painted
- Swick and Match Snack bar/Patio Cover Remodel, Roof (Under Construction)
  - Snack bar glass blocks and plexiglass discolored and damaged
  - Framed existing glass block windows, insulated, stucco, framed patio cover, and painted
  - Multiple roof tiles damaged, Roof replacement under construction



# Enterprise Fund Overview

The Enterprise Fund is used to separately account for self-supporting activities that are supported by rates and/or fees. This fund includes Launch Pointe RV Resort. Established to finance and account for the operation and maintenance of facilities and services which are predominately self-supported by user charges.

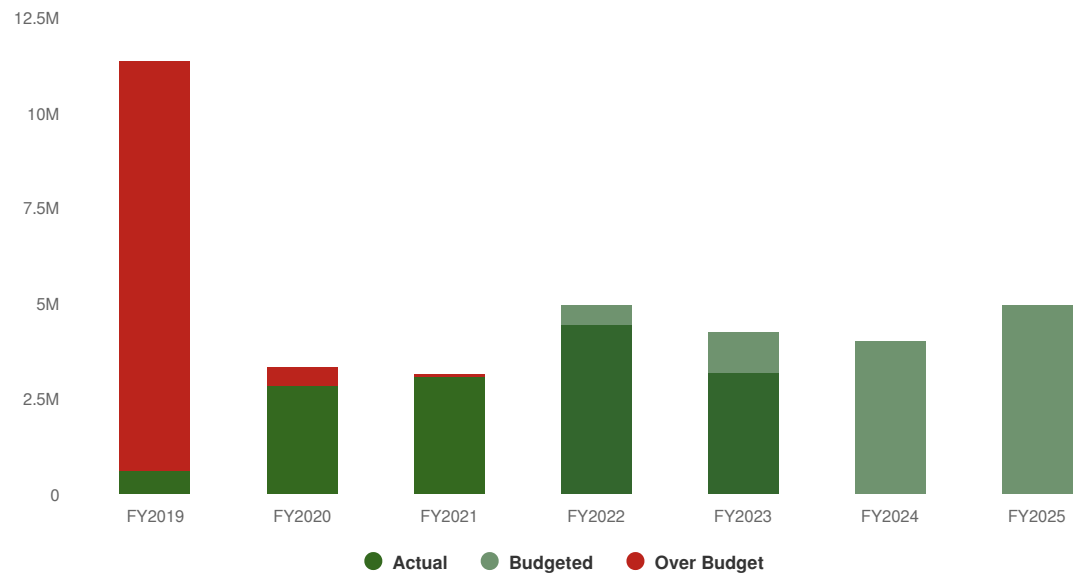
## Expenditures Summary

\$4,968,425

\$960,565

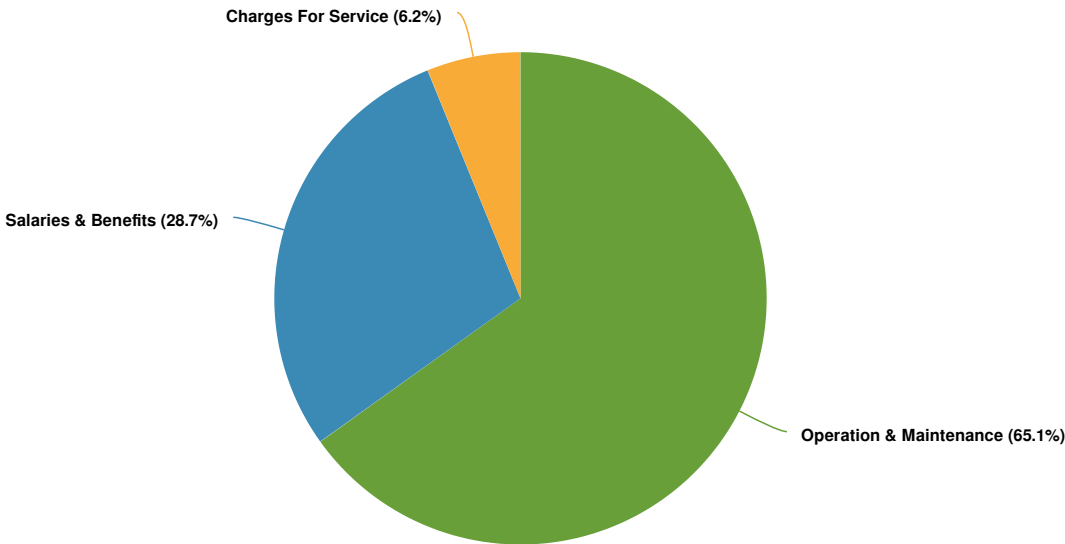
(23.97% vs. prior year)

Enterprise Fund Overview Proposed and Historical Budget vs. Actual



# Expenditures by Expense Type

## Budgeted Expenditures by Expense Type



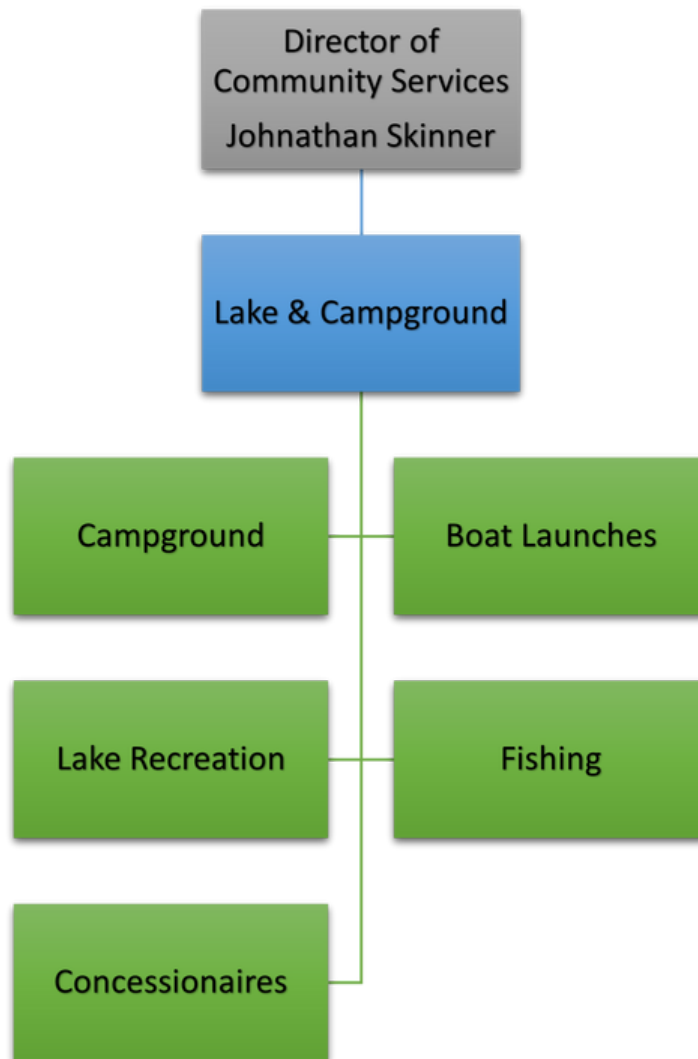
# Launch Pointe Resort

## Mission

Launch Point RV Park provides the ultimate experience on the largest natural fresh water lake for families and outdoor enthusiast who want to create amazing stories and lasting memories. Through exciting world-class amenities, boat launch, venue, partners, service, and security, our goal is epic moments.

We offer the perfect memorable escape to renew mind, body, and spirit. Success is measured through the number of stays, stories, visitors, and returning visitors who live out their adventure. We incentivize participation by having something fun for everyone that will revive a connection with nature. We see more and more people addicted to next level living as they connect to this jewel of Southern California that people can't stop sharing. It's been a destination since 1962 in a city leading the way for change.

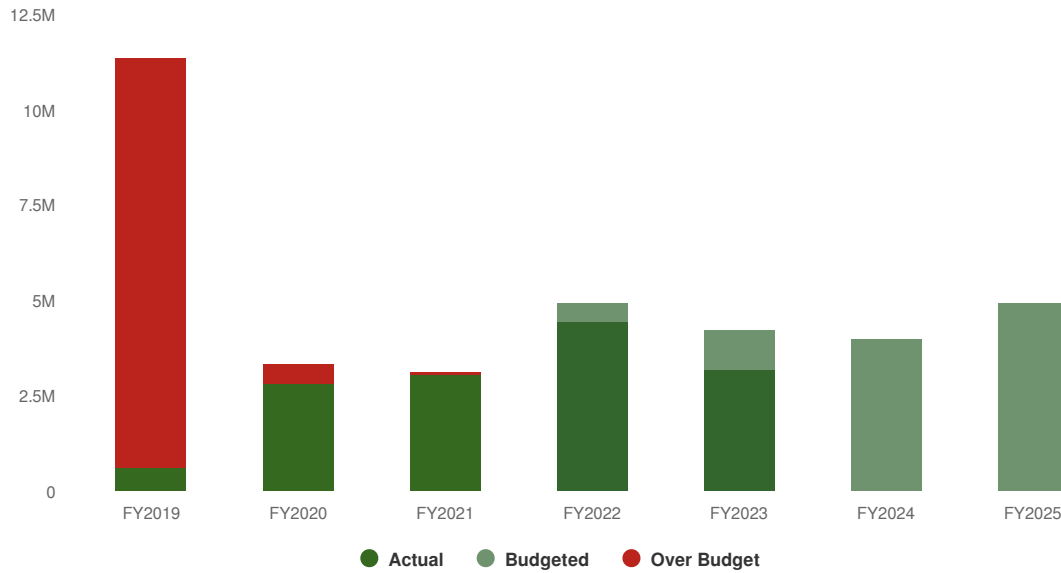
## Organizational Chart



## Expenditures Summary

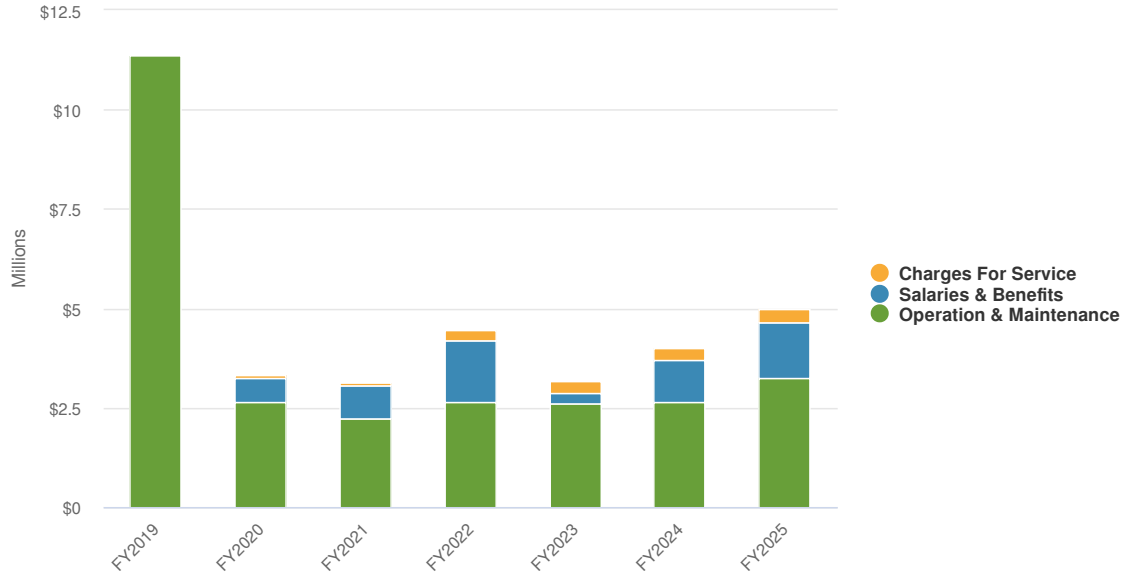
**\$4,968,425** **\$960,565**  
(23.97% vs. prior year)

### Launch Pointe Resort Proposed and Historical Budget vs. Actual



# Expenditures by Expense Type

## Budgeted and Historical Expenditures by Expense Type



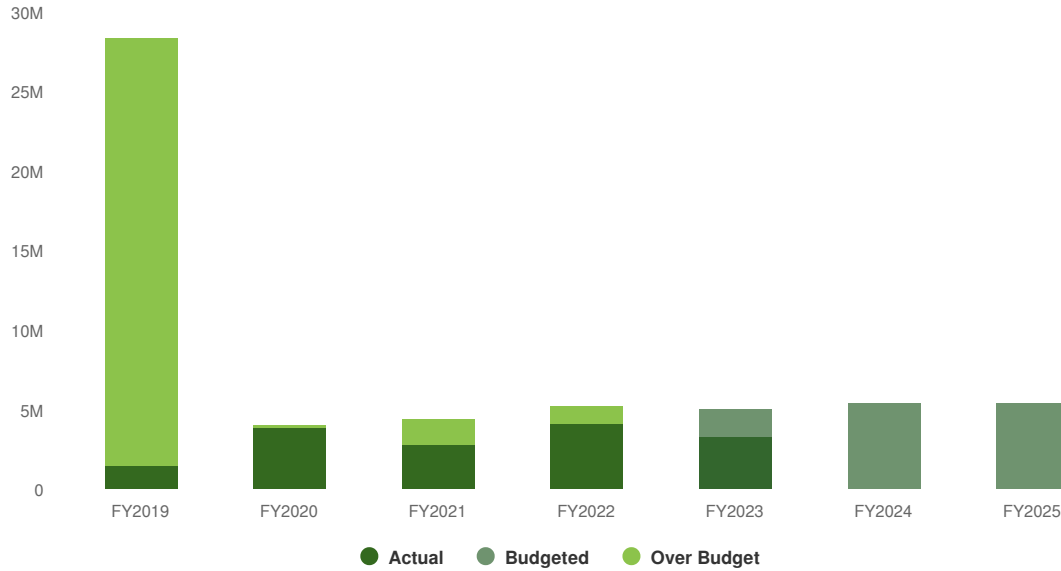
| Name                          | FY2022 Actual         | FY2023 Actual         | FY2024 Budget         | FY2025 Budgeted       |
|-------------------------------|-----------------------|-----------------------|-----------------------|-----------------------|
| Expense Objects               |                       |                       |                       |                       |
| Salaries & Benefits           | \$1,519,889.17        | \$265,708.40          | \$1,210,180.00        | \$1,426,695.00        |
| Operation & Maintenance       | \$2,657,728.55        | \$2,616,821.48        | \$2,830,540.00        | \$3,235,940.00        |
| Charges For Service           | \$277,984.38          | \$288,519.74          | \$320,040.00          | \$305,790.00          |
| <b>Total Expense Objects:</b> | <b>\$4,455,602.10</b> | <b>\$3,171,049.62</b> | <b>\$4,360,760.00</b> | <b>\$4,968,425.00</b> |



## Revenues Summary

**\$5,460,000** **-\$47,000**  
(-0.85% vs. prior year)

### Launch Pointe Resort Proposed and Historical Budget vs. Actual



## **Personnel Allocation**

|                                       | <b>AUTHORIZED</b> |                | <b>AUTHORIZED</b> |
|---------------------------------------|-------------------|----------------|-------------------|
|                                       | <b>FY23-24</b>    | <b>CHANGES</b> | <b>FY24-25</b>    |
| Assistant Community Services Director | 0.25              | -              | 0.25              |
| Recreation Supervisor                 | 1.00              | -              | 1.00              |
| Community Services Coordinator        | 4.00              | -              | 4.00              |
| Recreation Specialist - PT            | 2.00              | -              | 2.00              |
| Recreation Leader - PT                | 2.00              | -              | 2.00              |
| Recreation Aide - PT                  | 11.00             | -              | 11.00             |
| Total                                 | <b>20.25</b>      | <b>-</b>       | <b>20.25</b>      |

## **FY 2023 - 24 Accomplishments**

- July 2023, began generating revenue in the General Store
- Organized a successful Kids Fishing Derby with 160 participants
- Created Themed Weekends for 2024
- Created 2024 Activities & Events Calendar
- Replacing all umbrellas in the Community Hall to be a unison beige color to elevate the look for rentals
- Adding more seating and shade areas to Aquaplane Lane and Canopy Court by putting new picnic tables with new umbrellas
- Replaced all bistro tables on RV sites to new picnic tables while also adding ADA picnic tables to each site
- Revised Group Reservation Agreement to better fit the needs of group reservation
- Updated/Revised Group Manifest to an Excel sheet that lists site dimensions and information. That helped wagon masters keep better organization of their group.
- Created Lodging Welcome Videos for guests to view prior to arrival to understand their unit better
- Created QR codes for Lodging Welcome Videos so guests can view them as well when they check into the unit
- Several staff completed The Center for Organizational Effectiveness Supervisor Academy offered by the City of Lake Elsinore and surrounding communities
- Common Sense Events started operations March 2023 (22 booked & successful events for 2023!)
- Removal of ADA elevator, completion of State funded Ramp to Public Beach
- Completion of Log-Pole fencing around Yurt Village
- Restriping of LP, PW install of new Stop signs, delineators, directional arrows at Launch.
- CaliSplash Inflatable Waterpark at LP – Summer fun & a wonderful partnership
- The Bobber on the Lake opened July 2023 – JT Rentals new building at the Launch was completed
- State of the City hosted at LP October 5 – huge undertaking with multiple departments & stakeholders – per Mayor Natasha Johnson (in October 2023) “best state of the city yet!”
- Wheel of Confusion hosted their van rally 11/9 – 11/12 – approx. 100 vans in attendance, TBD total guest count, successful & fun event at LP



## Other Entities Overview

The financial statements of the City of Lake Elsinore include the financial activities of the City, the Lake Elsinore Public Financing Authority, the Lake Elsinore Recreation Authority (currently the City of Lake Elsinore does not have any active accouts), and the Lake Elsinore Financing Authority. While each is a separate legal entity, the City Council, acting as Council and Board of Directors, exercises oversight responsibility for each. Each was organized for the benefit of the City and its residents and conducts all activities within its boundaries.



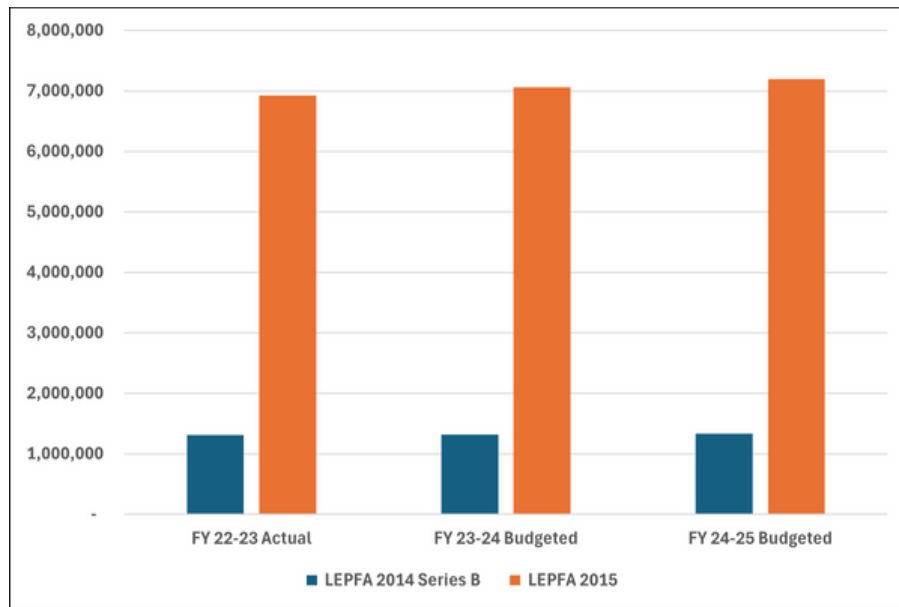
# Lake Elsinore Public Finance Authority

## Mission

The Lake Elsinore Public Finance Authority (LEPFA) is a joint exercise of powers between the City of Lake Elsinore and the Lake Elsinore Redevelopment Agency, created by a joint powers agreement dated July 25, 1989. The LEPFA provides financing for public capital improvements for revenue bonds to pay the cost of any public capital improvement.

## Expenditures by Fund

| Name                | FY 22-23 Actual     | FY23-24 Budgeted    | FY24-25 Budgeted    | FY23-24 Budgeted vs. FY24-25 Budgeted |
|---------------------|---------------------|---------------------|---------------------|---------------------------------------|
| LEPFA 2014 Series B | \$ 1,308,563        | \$ 1,316,063        | \$ 1,331,320        | 101%                                  |
| LEPFA 2015          | \$ 6,924,209        | \$ 7,060,349        | \$ 7,197,520        | 102%                                  |
| <b>Total</b>        | <b>\$ 8,232,772</b> | <b>\$ 8,376,412</b> | <b>\$ 8,528,840</b> |                                       |



# **Lake Elsinore Recreation Authority**

## **Mission**

The Lake Elsinore Recreation Authority (LERA) is a joint exercise of powers between the City of Lake Elsinore and the Lake Elsinore Redevelopment Agency, created by a joint powers agreement dated December 1, 1996. The LERA continues to function without the Agency. The purpose of the LERA is to provide, through the issuance of revenue bonds, a financing pool to fund capital improvement projects. These revenue bonds are to be repaid solely from the revenues of certain public obligations.

Currently, the City of Lake Elsinore does not have active accounts within the Lake Elsinore Recreation Authority.

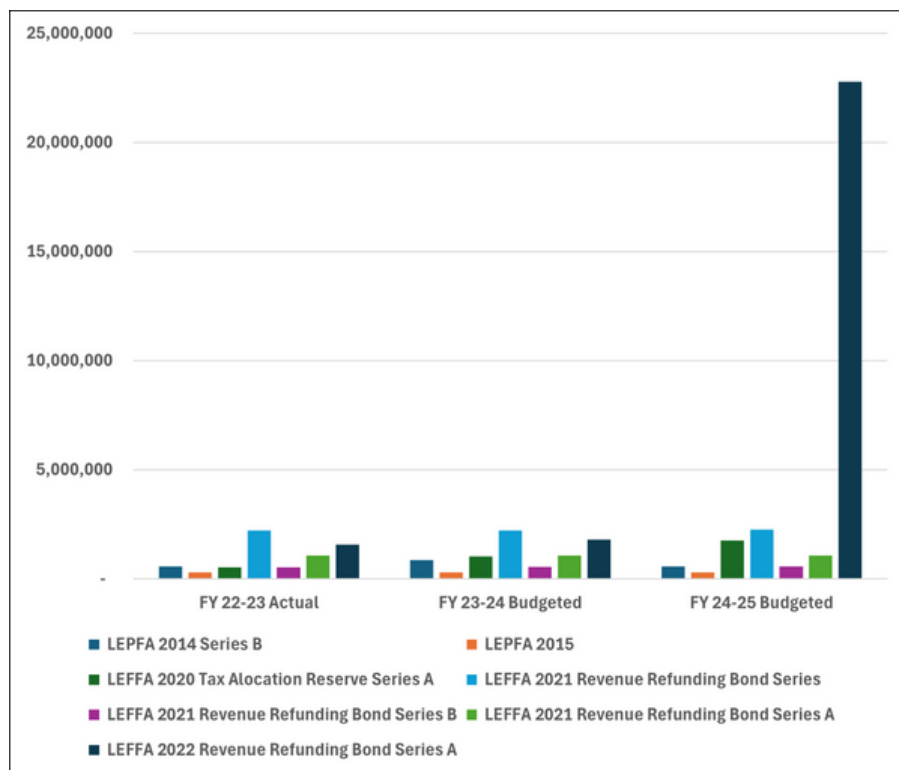
# Lake Elsinore Facilities Financing Authority

## Mission

On April 12, 2016, City Council conceptually approved proceeding with the issuance of lease revenue bonds to finance the development of the La Laguna Resort. Under this financing structure, a joint powers authority is utilized for the sole purpose of issuing bonds for the benefit of the issuer. Therefore, on September 13, 2016, City Council formed the Lake Elsinore Facilities Financing Authority (LEFFA), a joint powers agreement between the City and Lake Elsinore Parking Authority (approved and formed on August 23, 2016) to issue the lease revenue bonds.

## Expenditures by Fund

| Name  | FY 22-23 Actual     | FY23-24 Budgeted   | FY24-25 Budgeted    | FY23-24 Budgeted vs. FY24-25 Budgeted |
|---|---------------------|--------------------|---------------------|---------------------------------------|
| LEFFA Lease Revenue 2016 Series A           | \$ 561,190          | \$ 853,025         | \$ 865,00           | 66.2%                                 |
| LEFFA 2017 Local Obligation Bonds           | \$ 289,994          | \$ 291,970         | \$ 293,550          | 100.5%                                |
| LEFFA 2020 Tax Allocation Reserve Series A  | \$518,898           | \$1,030,000        | \$1,764,600         | 171.3%                                |
| LEFFA 2021 Revenue Refunding Bonds          | \$ 2,203,270        | \$ 2,213,000       | \$ 2,260,000        | 102.1%                                |
| LEFFA 2021 Revenue Refunding Bonds Series A | \$ 1,062,045        | \$ 1,073,275       | \$ 1,075,000        | 100.2%                                |
| LEFFA 2021 Revenue Refunding Bond Series B  | \$523,357           | \$ 554,100         | \$ 575,900          | 103.9%                                |
| LEFFA 2022 Revenue Refunding Bond Series A  | \$1,563,243         | \$1,798,400        | \$22,785,580        | 1,267.0%                              |
| <b>Total</b>                                | <b>\$ 6,721,997</b> | <b>\$7,813,770</b> | <b>\$29,319,630</b> |                                       |



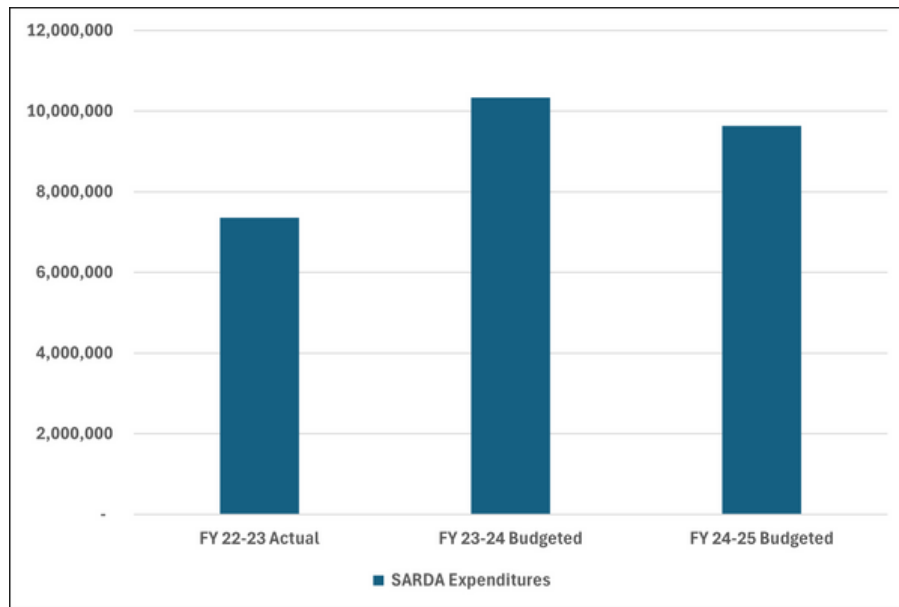
# Successor to The Lake Elsinore Redevelopment Agency

## Mission

In June 2011, the Governor of California signed ABx1 26, which dissolved redevelopment agencies effective February 1, 2012 and provided for the designation of successor agencies to oversee the completion of previously obligated redevelopment activities. As a result, all assets of the redevelopment agency were transferred to the Successor Agency of the Redevelopment Agency (SARDA) on February 1, 2012 and the City Council began serving as the Successor Agency.

## Expenditures by Fund

| Name               | FY 22-23<br>Actual  | FY23-24<br>Budgeted | FY24-25<br>Budgeted | FY23-24 Budgeted<br>vs. FY24-25<br>Budgeted |
|--------------------|---------------------|---------------------|---------------------|---|
| SARDA Expenditures | \$7,357,565         | \$10,336,180        | \$9,636,180         | 93.2%                                       |
| <b>Total</b>       | <b>\$ 7,357,565</b> | <b>\$10,336,180</b> | <b>\$9,636,180</b>  |   |



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# **CAPITAL IMPROVEMENTS & DEBT**

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# Capital Improvement Plan Summary

The purpose of the CIP Budget Document is to serve as a planning tool, which coordinates the financing and scheduling of major projects undertaken by the City. The CIP document is prepared in accordance with generally accepted accounting principles.

This document is dynamic and, consequently, must be revised annually to address changing needs, priorities, and financial conditions. The capital improvements presented in this document are the City's major projects, which exceed \$20,000 in cost, have long-term life spans, and are generally non-recurring. These projects include land and right-of-way acquisition, design, construction or rehabilitation of public buildings or facilities, public infrastructure design and construction, and park design and construction.

The City's goal in providing a CIP Budget is to develop a multi-year plan for capital improvement, update it annually, and follow through with all capital improvements in accordance with the plan. In determining the relative merit of a proposed project, key management team members evaluate projects for feasibility, community enhancement, and safety.

## Plan Development

This CIP budget document was developed by incorporating input from key management team members, based on community comments and feedback received throughout the year. The team then identified and evaluated community needs in the areas of roads and streets, bridges, public buildings, and parks and recreation facilities. Each proposed project was reviewed and discussed, ensuring funding, timing, and necessity were appropriately addressed. The CIP City Council workshop held on June 25, 2024, provided the City Council with an opportunity to review each project in detail, and to receive public comments concerning the five-year plan. All projects were evaluated by the City's Planning Commission to ensure consistency with the City of Lake Elsinore General Plan, while considering the City's long-term vision as developed by the City Council. The proposed circulation, facilities, infrastructure, and park projects were reviewed and approved by the Planning Commission.

Projects in this document have been scheduled in each of the five fiscal years based on community needs, as determined by the City Council and availability of funding. Priority rankings in each major category have been assigned in accordance with the priority guidelines, as follows:

LEVEL I: The project is urgent and must be completed as soon as feasible. Failure to address the project may impact the health, safety, or welfare of the community or have a potential significant impact on the financial well-being of the City. The project must be initiated or financial opportunity losses may result.

LEVEL II: The project is important and addressing it is necessary. The project impacts safety, law enforcement, health, welfare, economic base, and quality of life.

LEVEL III: The project will enhance the quality of life and will provide a benefit to the community. Completion of the project will improve the community by providing cultural, recreational, and/or aesthetic value, or is deemed as a necessary improvement to a public facility.

Future Years Projects: The project will be an improvement to the community, but does not necessarily need to be completed within a five-year capital improvement program time frame.

The fiscal years 2024-29 CIP identifies a total of 74 projects consisting of 37 Circulation Projects totaling \$445,063,547; 11 Facilities Projects totaling \$131,562,714; 9 Infrastructure Projects totaling \$17,127,332; and 19 Park Projects totaling \$115,065,581. The total cost to complete all the proposed projects is \$708,819,174, of which \$117,810,335 is programmed for FY2024-2025. Also of note, in this document, all projects are completely funded for FY 2024-25.

The administrative costs associated with managing the development of these projects have been estimated (generally as five to ten percent of estimated construction costs) and programmed in each project budget.

Future operations and maintenance costs that result from the projects included in the CIP budget have been estimated for each project. These incremental future operating costs have been incorporated into the five-year operating budget forecast in the next section of this document. The estimates reflect operating and maintenance costs only. There are no anticipated personnel costs in relation to CIP projects yet. Personnel requirements are evaluated on an annual basis as part of that year's annual operating budget process.



The following pages include a summary of projected CIP revenues; CIP projects included in the five-year CIP budget by type of project and priority, and a description of major CIP revenue sources. A separate CIP budget document is prepared by the City that includes complete detail for each project including project description, scope, location map, level, responsible department, sources of funding, and annual project cost with detail of administration, design, engineering, and construction.



## Projected Revenue Summary

| Funding Source                           | Available Fund Balance | Projected 2024-2025 Revenue | Projected 2025-2026 Revenue | Projected 2026-2027 Revenue | Projected 2027-2028 Revenue | Projected 2028-2029 Revenue | Projected Funds Available |
|--|------------------------|-----------------------------|-----------------------------|-----------------------------|-----------------------------|-----------------------------|---------------------------|
| Assembly Bill 2766                       | \$ 116,655             | \$72,000                    | \$73,440                    | \$74,909                    | \$76,407                    | \$77,935                    | \$491,346                 |
| CDBG                                     |                        | 1,288,890                   |                             |                             |                             |                             | 1,288,890                 |
| <u>Development Impact Fees (DIF)</u>     |                        |                             |                             |                             |                             |                             |                           |
| Animal Shelter                           |                        | 40,600                      | 41,412                      | 42,240                      | 43,085                      | 43,947                      | 211,284                   |
| City Hall/Public Works                   | 72,316                 | 204,000                     | 208,080                     | 212,242                     | 216,486                     | 220,816                     | 1,133,940                 |
| Community Center                         | 312,412                | 104,000                     | 106,080                     | 108,202                     | 110,366                     | 112,573                     | 853,632                   |
| Fire Protection                          | 828,879                | 120,000                     | 122,848                     | 124,848                     | 127,345                     | 129,892                     | 1,453,364                 |
| Lake Side Facilities                     | 55,032                 | 165,000                     | 168,300                     | 171,666                     | 175,099                     | 178,601                     | 913,699                   |
| Library                                  | 883,546                | 51,000                      | 52,020                      | 53,060                      | 54,122                      | 55,204                      | 1,148,952                 |
| Quimby                                   | 2,864                  | 128,500                     | 131,070                     | 133,691                     | 136,365                     | 139,093                     | 671,583                   |
| Gas Tax                                  | 377,446                | 2,007,248                   | 2,047,393                   | 2,088,341                   | 2,130,108                   | 2,172,710                   | 10,823,245                |
| Geothermal                               | 13,739                 | 300                         | 306                         | 312                         | 318                         | 325                         | 15,300                    |
| <u>Grants</u>                            |                        |                             |                             |                             |                             |                             |                           |
| Active Transportation Program            |                        | 4,364,000                   |                             |                             |                             |                             | 4,364,000                 |
| American Rescue Program Act              | 4,762,435              |                             |                             |                             |                             |                             | 4,762,435                 |
| Building Forward Library Facilities      | 4,999,724              | 3,065,730                   | 3,400,000                   |                             |                             |                             | 11,465,454                |
| Community Funding Program                |                        | 400,000                     |                             |                             |                             |                             | 400,000                   |
| Energy Efficiency & Conservation         |                        | 125,030                     |                             |                             |                             |                             | 125,030                   |
| FEMA                                     |                        | 120,000                     | 255,000                     | 500,000                     | 500,000                     |                             | 1,375,000                 |
| HBP                                      |                        | 975,000                     | 21,000,000                  |                             |                             |                             | 21,975,000                |
| HBRRP                                    |                        |                             | 2,000,000                   |                             |                             |                             | 2,000,000                 |
| HSIP                                     |                        | 1,429,680                   |                             |                             |                             |                             | 1,429,680                 |
| Measure A                                | 756,373                | 2,303,000                   | 2,324,000                   | 2,370,000                   | 2,417,000                   | 2,465,000                   | 12,635,373                |
| Measure Z                                | 9,250,026              | 17,044,000                  | 17,384,880                  | 17,732,578                  | 18,087,229                  | 18,448,974                  | 97,947,686                |
| NPDES                                    | 4,802                  | 1,551,150                   | 421,362                     | 429,789                     | 438,385                     | 447,153                     | 3,292,641                 |
| <u>Successor Agency</u>                  |                        |                             |                             |                             |                             |                             |                           |
| Affordable Housing                       | 4,245,138              | 275,000                     | 280,500                     | 286,110                     | 291,832                     | 297,669                     | 5,676,249                 |
| Tax Increment                            |                        | 1,463,371                   |                             |                             |                             |                             | 1,463,371                 |
| <u>Reimbursements/Other</u>              |                        |                             |                             |                             |                             |                             |                           |
| Capital Contributions                    | 17,796,382             | 19,268,672                  | 10,315,888                  | 3,006,756                   | 3,066,891                   | 3,128,229                   | 56,582,818                |
| Developer Agreement                      | 445,134                | 204,000                     | 208,080                     | 212,242                     | 216,486                     | 220,816                     | 1,506,758                 |
| Public In Lieu                           | 1,830,067              | 100,000                     | 102,000                     | 104,040                     | 106,121                     | 108,243                     | 2,350,471                 |
| Public Education Grant                   | 8,223                  | 15,600                      | 15,912                      | 16,230                      | 16,555                      | 16,886                      | 89,406                    |
| Storm Drain                              | 3,416,359              | 260,000                     | 265,200                     | 270,504                     | 275,914                     | 281,432                     | 4,769,409                 |
| Summerly Traffic Infrastructure          | 3,485,332              | 35,000                      | 35,700                      | 36,414                      | 37,142                      | 37,885                      | 3,667,473                 |
| Traffic Impact                           | 171,912                | 456,000                     | 465,120                     | 474,422                     | 483,911                     | 493,589                     | 2,544,954                 |
| Senate Bill 1                            | 1,848,842              | 1,861,959                   | 1,899,198                   | 1,937,182                   | 1,975,926                   | 2,015,444                   | 11,538,551                |
| Senate Bill 821                          |                        | 150,000                     |                             |                             |                             |                             | 150,000                   |
| Transportation Uniform Mitigation (TUMF) |                        | 10,000,000                  | 5,800,000                   | 39,000,000                  | 5,500,000                   |                             | 60,300,000                |
| <b>TOTAL REVENUE</b>                     | <b>\$55,683,638</b>    | <b>\$69,648,730</b>         | <b>\$69,123,341</b>         | <b>\$69,385,778</b>         | <b>\$36,483,094</b>         | <b>\$31,092,416</b>         | <b>\$331,416,997</b>      |



# FY 2024 - 2025 Annual Capital Projects Itemized

47 Projects Totaling \$91,602,230

## Circulation Requests (26 Projects = \$42,778,620)

- **ANNUAL CITYWIDE ASPHALT MAINTENANCE PROGRAM \$1,326,129**
  - This project includes annual crack sealing and street resurfacing services throughout the city.
- **ANNUAL CITYWIDE DIRT ROAD PAVING PROGRAM \$176,655**
  - The purpose of the program is to identify and create a plan to pave dirt roads throughout the City. Some of these roads have become impossible to drive on during weather-related events and need repair.
- **ANNUAL CITYWIDE SIDEWALK SURVEY AND IMPROVEMENTS PROGRAM \$799,008**
  - This is an ongoing annual project for the repair and/or replacement of hazardous curbs, gutters, and sidewalks throughout the city. Funding for the Sidewalk Survey Program. As part of the City's Sidewalk Inspection Program. ALL sidewalks are to be inspected on a yearly basis. Having a contractor perform repair recommendations and a cost analysis for said repairs would identify the potential hazards citywide. The survey will better serve staff when identifying areas for the concrete contractor.
- **ANNUAL CITYWIDE SIGN INVENTORY \$215,000**
  - Check reflectivity and inventory/GIS/ on all Citywide Street signs. Street signs throughout the City have become faded and many of the metal support poles have failed or are near failure and need replacement. Federal regulations require that signs be replaced when reflectivity has faded.
- **ANNUAL CITYWIDE SLURRY SEAL PROGRAM \$502,000**
  - This project includes the design, inspection, striping, monument preservation, and slurry sealing of asphalt paved roadways maintained by the City. Selected roadways are programmed annually for slurry seal in accordance with the City's Pavement Management Plan.
- **ANNUAL CITYWIDE SURFACE AND MINOR DRAINAGE IMPROVEMENTS \$770,000**
  - This ongoing project provides for the installation of new or replacement drainage facilities located within City right-of-way areas. The location will be determined by the updated Master Drainage Plan that depicts 12 different locations that will need to be upgraded.
- **ANNUAL CITYWIDE TRAFFIC IMPROVEMENTS \$201,000**
  - Traffic safety improvements at various locations throughout the City. These improvements can include video detection, controllers, traffic-related studies and other safety improvements.
- **ANNUAL CITYWIDE TRAFFIC STRIPING PROGRAM \$260,000**
  - This project provides for repairing and/or replacing pavement markings, street striping and legends throughout the City. Our goal is to restripe Stop Bar & Legends in a thermal plastic coating which will extend the life of the striping for up to 5 years instead of 1 to 2 years with regular striping paint.
- **AUTO CENTER DRIVE BRIDGE SEISMIC RETROFIT \$730,000**
  - This project includes the seismic retrofit of the bridge over the San Jacinto River at Auto Center Drive.
- **BROADWAY TRACT PAVING \$2,001,200**
  - Paving rehabilitation for the Broadway Tract neighborhood. The limits are Grand Avenue, Lakeshore Drive, Laurelwood Lane and St. Clair Ave.
- **EAST LAKE CIRCULATION \$3,520,332**
  - Construct a four (4) lane road to provide access and circulation for the East Lake Specific Plan and Diamond Specific Plan.
- **GUNNERSON ST RIVERSIDE DR INTERSECTION TRAFFIC SIGNAL IMPROVEMENT \$31,000**
  - The project will install traffic signals and curb ramps, modify striping and signage, and relocate utilities at the intersection of Gunnerson Street and Riverside Drive.
- **HIGHWAY SAFETY IMPROVEMENTS (HSIP CYCLE 11) \$325,000**
  - Install Solar-Powered Rectangular Rapid Flashing Beacon (RRFB) systems at existing pedestrian crossings at various locations throughout the City.
- **HIGHWAY SAFETY IMPROVEMENTS (HSIP CYCLE 9) \$1,584,697**
  - Install advanced dilemma zone detection, protected left turns, and pedestrian countdown heads at ten (10) intersections throughout the City. The intersections are:
    - Lake Street / Temescal Canyon Road
    - Lake Street / Mountain Street
    - Grand Avenue / Broadway Street
    - Grand Avenue / Lincoln Street
    - Lakeshore Drive / Machado Street
    - Lakeshore Drive / Viscaya Street
    - Lakeshore Drive / Chaney Street





- Mission Trail / Malaga Road
- Central Avenue / Dexter Avenue
- Canyon Hills Road / Cottonwood Canyon Road
- **I-15 FRANKLIN STREET INTERCHANGE IMPROVEMENT \$4,010,000**
  - The Plan Approval/Environmental Document (PA&ED) phase was completed concurrently with the Railroad Canyon Road Interchange Project in August 2017. The project will initiate Final Plans, Specifications, and Estimates (PS&E) for the development of plans, specifications, and construction cost estimates and obtaining any resource agency permits and right-of-way acquisition.
- **I-15 MAIN STREET INTERCHANGE LANDSCAPE IMPROVEMENT PROJECT \$600,000**
  - Landscape Improvements throughout the Main Street Interchange.
- **I-15 NICHOLS ROAD INTERCHANGE \$3,005,000**
  - This project will initiate the Project Study Report (PSR) and Plan Approval/Environmental Document (PA&ED) phase of work for future modifications to the existing I-15/Nichols Road Interchange. Scope of work for the phase includes: preparation of preliminary engineering alternative analysis, preparation of preliminary environmental analysis report (PEAR), traffic engineering performance assessment (TEPA), development of a cost estimate and project schedule, traffic impact analysis, value analysis, right-of-way engineering and appraisal, preparation of environmental studies, project management and coordination, preparation of final project report preparation of final environmental assessment report, and other reports as needed.
- **I-15 STATE ROUTE 74 INTERCHANGE \$4,000,000**
  - This project will initiate the Plan Approval/Environmental Document (PA&ED) phase of work for future modifications to the existing I-15/SR 74 Interchange at Central Avenue. Proposed improvements include the construction of a northbound loop entry ramp with acceleration/deceleration lanes; realignment of the northbound entry/exit ramps; widening of the southbound entry/exit ramps, including acceleration/deceleration lanes; widening of SR 74 from Riverside Drive to Central Avenue from two (2) to four (4) lanes; widening of Collier Avenue to Cambern Avenue from six (6) to eight (8) lanes; and construction of the Riverside Drive overcrossing and road extensions.
- **LAKESHORE DRIVE SIDEWALK IMPROVEMENTS SB-821 \$1,036,500**
  - Construct an ADA-compliant sidewalk, curb, gutter and curb ramps on Lakeshore Drive to Herbert. The work will include minor grading behind the pavement, and installation of curb, gutter, sidewalk and ramps.
- **MAIN STREET PAVEMENT REHABILITATION, PED SAFETY AND IT INFRASTRUCTURE \$7,936,980**
  - Project scope consists of pavement rehabilitation from Lakeshore Drive to the I-15 Freeway. The scope also includes pedestrian safety crosswalk improvements at Library Street and at City Hall crossing. The project includes Information Technology infrastructure throughout Main Street and other side roads for the purpose of future installation of data and power wiring. The project also includes aesthetic improvements to crosswalks and intersections along Main Streets in addition to installation of ADA Ramps.
- **MOUNTAIN & AVOCADO WAY TRACT PAVING REHABILITATION (ADJACENT TO RUNNING DEER) \$1,550,000**
  - Project Improvements include grind and overlay of existing residential neighborhood around Mountain Street. Restriping and minor road and surface drainage where needed.
- **RAILROAD CANYON ROAD SAFETY IMPROVEMENTS PROJECT \$561,250**
  - Signal Hardware and Signal timing improvements, relocate utility poles, and install guardrail along the relocated utility poles at Church Road, High Friction Surface Treatment (HFST), and other safety improvements.
- **SPRING STREET SIDEWALK PROJECT \$380,000**
  - Installation of curb, sidewalk and ADA ramps on Limited to Lakeshore on both sides.
- **SUMMERHILL DRIVE EXTENSION \$5,479,900**
  - Summerhill Drive will be extended north to Greenwald Avenue per the General Plan with two (2) lanes in each direction along its entire length and a painted median.
- **TEMESCAL CANYON BRIDGE REPLACEMENT & ROAD WIDENING PHASE I \$975,000**
  - This project includes the design, right-of-way acquisition, and construction of a four-lane bridge across Temescal Canyon wash.
- **TERRA COTTA ROAD STREET IMPROVEMENT \$801,969**
  - Widen Terra Cotta Road to the ultimate road section per the City's General Plan Circulation Element. Improvements also include the ultimate intersection improvements at Nichols Road and Terra Cotta Road.

#### **Infrastructure Requests (8 Projects = \$10,610,179)**

- **AVENUES MASTER DRAINAGE PLAN STORM DRAIN \$2,600,000**
  - The Project will construct Master Drainage Plan Lines between Mill Street and Lakeshore Drive in the Avenues neighborhood to mitigate the risk of flooding.
- **CAMINO DEL NORTE SEWER EXTENSION \$886,406**
  - Installation of an 8" sewer from Main Street to future Elsinore Hills Road.
- **COLLIER AVENUE CULVERT DRAINAGE IMPROVEMENTS \$262,017**



- Reconstruct the existing undersized 3' x 5' box culvert and headwalls with a 4' x 8' box culvert which crosses under Collier Avenue. Upsized culvert to alleviate recurring flooding in the area.
- **ELECTRIC VEHICLE CHARGING STATIONS \$125,030**
  - Installation of electric vehicle charging stations at Library Street Parking Lot.
- **MURRIETA CREEK REGIONAL TRAIL CONNECTION \$6,110,000**
  - Acquire easement behind Serenity neighborhood to establish a connection from the MCRT to the Levee Trail (completing the City's connections for the MCRT). Develop easement and Levee Trail with 10' paved bike path and decomposed granite shoulders with solar lighting and retaining wall with screening (vegetation or artist mural). Implement wayfinding signage along MCRT and Levee Trail in accordance with ATP sign guidelines.
- **POPE CIRCLE DRAINAGE \$356,726**
  - Project will construct a storage basin, submersible pump and a storm drain force main to alleviate flooding in the area
- **RICE CANYON REVETMENT \$120,000**
  - The project will provide rock slope protection that would tie into the high ground southwest of Dale Court and continue along the right bank of Rice Canyon watercourse as it travels northeast behind homes serviced by Dale Court. The slope protection would tie into the revetment project along Lincoln Street extension adjacent to the future Running Deer community.
- **STORM DRAIN CATCH BASIN INLET FILTER INSTALLATION \$150,000**
  - Install MS4 inlet filters to comply with the mandate of the MS4 permit system.

**Parks Requests (7 Projects = \$3,514,552)**

- **CITY PARK IMPROVEMENTS \$860,020**
  - This project will include approx. 2,100 feet of ADA compliant sidewalk from the Library Street Parking Lot through City Park all the way to Main St and Graham St. Some of these sidewalks will need new curb, gutter and ramping at roadway intersection. Included in this project will be the design and construction of approx. 75 new parking spaces in a new parking lot area connected to City Park. The parking lot will incorporate underground electrical conduits for electric vehicle charging stations at many of the new parking spaces. Within the existing park, an outdoor live entertainment area will be developed to support special events that are commonly held at the park. This entertainment area will be designed to accommodate small venues of several hundred people and cater to local talent and interests for family enjoyment. Park amenities will be expanded to include restroom facilities, security systems, LED directional and focused lighting and data/communication elements connected to Main St. Water and electrical surface outlets will be installed in areas of the park designated for vendor setup. The project's remaining elements include removal of large dangerous eucalyptus trees and the installation of drought tolerant landscaping and hardscapes throughout. Security fencing will be installed to separate neighboring properties and to assist with directing pedestrian traffic to Main St.
- **CITYWIDE PARK IMPROVEMENTS \$453,000**
  - This project will make improvements to City parks including, but not limited to: fresh mulch in landscape planters and playgrounds, renovate landscaping, field renovations; replacement of drinking fountains, picnic tables, benches trash cans and BBG grills; remove and replace rubberized playground surfacing; resurfacing of tennis and basketball courts; add shade structures for splash pads, picnic areas, bleachers and dugouts; add automatic locking mechanisms to park restroom buildings; repair or replace damaged cement areas i.e. lifted sidewalks; facility and structure repairs and upgrades; install new trash enclosures and enclose existing enclosures; parking lot slurry, striping and repairs; add backflow enclosures, repair or replace damaged fencing, add pickleball courts.
- **CITYWIDE PARKS INFORMATION TECHNOLOGY UPGRADES \$60,000**
  - Installation of modern surveillance systems to deter criminal activities, protect park assets, and enhance the overall park experience for residents and visitors. The following parks encompass this project: Alberhill Ranch Community, Canyon Hills Community, Christensen Community, City, Lakepoint, Lincoln Street, Machado, McVicker Canyon, Oak Tree, Riverwalk, Rosetta Canyon Community, Serenity, Summerhill, Summerly Community, Swick & Matich, Tuscan Hills, and Yarborough Park.
- **SPECIAL NEEDS MULTI-SPORT PARK \$1,000,000**
  - The proposed project is a capital improvement initiative that seeks to renovate Christensen Park into a special needs multi-sport park. The park will be transformed into an inclusive and universally accessible environment that caters to local champion league participants as well as visitors from neighboring regions and will be based on the standards set forth by Miracle League, and international non-profit that promotes special needs baseball.
  - The primary objective of the project is to create a space where individuals with special needs can engage in various sports activities, including baseball, soccer, and other multi-sport activities. The park will feature artificial turf fields with a baseball layout that is designed to meet the needs of individuals with different abilities.
  - In addition to the sports field, the park will also include an accessible playground structure that is equipped with sensory play elements, slides, swings, and other interactive features that cater to children with physical and cognitive disabilities. The playground will be designed to provide a safe and engaging space for children to play and interact with their peers, fostering socialization and inclusion.

- The project will involve significant renovations to the existing park infrastructure, including the installation of new sports equipment, safety features, and accessibility enhancements. The renovated park will also include restrooms, picnic areas, and other amenities that are essential for an enjoyable park experience.
- The proposed special needs multi-sport park will not only provide a much-needed recreational space for the local champion league participants but also attract visitors from neighboring regions. The park will serve as a regional attraction, contributing to the economic growth of the community.
- Overall, this capital improvement project is aimed at creating an inclusive and accessible environment that provides individuals with special needs the opportunity to participate in sports activities and socialize with their peers.
- **SPORTSPLEX \$871,500**
  - Four field baseball/softball sportsplex and outdoor amphitheater with concession stand, restrooms, and parking. Potential locations are the parcel south of Lakepointe Park, parcel at Spring/Limited with a pedestrian bridge connection to Swick and Match, or other location.
- **THE RESERVE AT LAUNCH POINTE \$220,032**
  - The proposed capital improvement project to expand The Reserve at Launch Pointe has the potential to significantly increase revenues for Launch Pointe. The addition of up to 10 park models will allow for additional lodging options, which can increase occupancy rates and generate more revenue from overnight stays. Additionally, the new rustic venue will provide a unique space for events such as weddings, corporate retreats, and family reunions, which can generate additional revenue from event bookings. The exclusive pool and premium spaces for class A motorhomes will also attract guests seeking a more luxurious experience, allowing for higher rates and potentially longer stays. These enhancements will help Launch Pointe appeal to a wider range of guests, attracting more visitors to the resort and increasing overall revenue. With the expansion of The Reserve at Launch Pointe, Launch Pointe can continue to grow and thrive as a premier RV resort destination in Southern California.
- **TUSCANY HILLS PARK IMPROVEMENTS \$50,000**
  - This project includes but not limited to upgrading the snack bar/restroom facilities, roofing repairs, automatic locking doors for the restrooms; enlarging and enclosing the trash enclosure; field renovations and fencing repair; adding additional picnic tables, benches, BBQ grills and trash cans within Tuscany Hills Park.

#### **Facilities Requests (6 Projects = \$34,698,879)**

- **AMPHITHEATER \$3,900,000**
  - An outdoor amphitheater with tiered lawn seating, stage, picnic area, and a children's play area.
- **BUILDING FACILITIES RENOVATIONS \$450,000**
  - This will improve City facilities, including HVAC replacements, windows, roofing, plumbing, electrical, lighting, exterior/interior wall, flooring, doors, LED parking lot light installation, shade structures, landscaping, concrete, drains, rain gutters, fencing, etc.
- **CITY HALL \$20,000,000**
  - The existing City Hall Facility requires major repairs and upgrades for Americans with Disabilities Act (ADA) compliance, mechanical, electrical, and security systems. There are four separate buildings with adjoining modifications comprising City administrative offices. Previous efforts have exhausted expansion possibilities as current office spaces are insufficient. The new facility will be approximately 35,000 square feet and connect to the existing City Hall. It will include the following amenities:
    - Open two-story glass entrance steel moment frame with wood stud walls/roof.
    - Fire engine in lobby.
    - Sliding glass entrance doors with metal detectors.
    - Interior elevator.
    - Public counters.
    - Council Chambers on 3rd floor with view of Lake.
    - Use red thin brick on exterior walls.
    - Restrooms.
    - Conference Room
- **CITY LIBRARY \$9,000,000**
  - This project includes the design and construction of a new City Library for the residents of Lake Elsinore.
- **FIRE STATION \$948,879**
  - Build an additional Fire Station to serve Lake Elsinore.
- **LAKE COMMUNITY CENTER KITCHEN \$400,000**
  - This project will include the remodeling of over 500 square feet of the existing kitchen and pantry area. The primary remodel elements will include updating the existing area to ADA standards. All the kitchen appliances will be replaced. The countertop, flooring, and wall covering are not in compliance with current health and safety codes and will be reconstructed to satisfy these requirements. Exterior windows will be replaced with conforming Title 24 windows.



## Project Summary by Type

| Project  | Total Project Cost   | Actuals To Date | FY24-25             | Future Years         | Cost To Complete     |
|--|----------------------|-----------------|---------------------|----------------------|----------------------|
| <b><u>Circulation</u></b>                                |                      |                 |                     |                      |                      |
| <b>Annual Citywide Programs -</b>                        |                      |                 |                     |                      |                      |
| <b>Asphalt Maintenance Program</b>                       |                      |                 |                     |                      |                      |
| Measure A  | 328,000              | -               | 328,000             | -                    |                      |
| Measure Z  | 885,992              | -               | 885,992             | -                    |                      |
| Gas Tax  | 112,137              | -               | 112,137             | -                    |                      |
| Unspecified  | 8,773,871            | -               | -                   | 8,773,871            |                      |
| <b>Asphalt Maintenance Program - Total</b>               | <b>\$ 10,100,000</b> | <b>\$ -</b>     | <b>\$ 1,326,129</b> | <b>\$ 8,773,871</b>  | <b>\$ 10,100,000</b> |
| <b>Dirt Road Paving</b>                                  |                      |                 |                     |                      |                      |
| AQMD   | 176,655              | -               | 176,655             | -                    |                      |
| Unspecified  | 2,498,345            | -               | -                   | 2,498,345            |                      |
| <b>Dirt Road Paving - Total</b>                          | <b>\$ 2,675,000</b>  | <b>\$ -</b>     | <b>\$ 176,655</b>   | <b>\$ 2,498,345</b>  | <b>\$ 2,675,000</b>  |
| <b>Citywide Traffic Improvements</b>                     |                      |                 |                     |                      |                      |
| TIF  | 201,000              | -               | 201,000             | -                    |                      |
| Unspecified  | 804,000              | -               | -                   | 804,000              |                      |
| <b>Citywide Traffic Improvements - Total</b>             | <b>\$ 1,005,000</b>  | <b>\$ -</b>     | <b>\$ 201,000</b>   | <b>\$ 804,000</b>    | <b>\$ 1,005,000</b>  |
| <b>Landscape Renovation</b>                              |                      |                 |                     |                      |                      |
| Unspecified  | 12,050,000           | -               | -                   | 12,050,000           |                      |
| <b>Landscape Renovation - Total</b>                      | <b>\$ 12,050,000</b> | <b>\$ -</b>     | <b>\$ -</b>         | <b>\$ 12,050,000</b> | <b>\$ 12,050,000</b> |
| <b>Sidewalk Improvements</b>                             |                      |                 |                     |                      |                      |
| Unspecified  | 1,580,000            | -               | -                   | 1,580,000            |                      |
| <b>Sidewalk Improvements - Total</b>                     | <b>\$ 1,580,000</b>  | <b>\$ -</b>     | <b>\$ -</b>         | <b>\$ 1,580,000</b>  | <b>\$ 1,580,000</b>  |
| <b>Sign Inventory</b>                                    |                      |                 |                     |                      |                      |
| TIF  | 215,000              | -               | 215,000             | -                    |                      |
| Unspecified  | 860,000              | -               | -                   | 860,000              |                      |
| <b>Sign Inventory - Total</b>                            | <b>\$ 1,075,000</b>  | <b>\$ -</b>     | <b>\$ 215,000</b>   | <b>\$ 860,000</b>    | <b>\$ 1,075,000</b>  |
| <b>Slurry Seal</b>                                       |                      |                 |                     |                      |                      |
| Measure A  | 502,000              | -               | 502,000             | -                    |                      |
| Unspecified  | 2,162,200            | -               | -                   | 2,162,200            |                      |
| <b>Slurry Seal - Total</b>                               | <b>\$ 2,664,200</b>  | <b>\$ -</b>     | <b>\$ 502,000</b>   | <b>\$ 2,162,200</b>  | <b>\$ 2,664,200</b>  |
| <b>Surface &amp; Minor Drainage Improvements</b>         |                      |                 |                     |                      |                      |
| NPDES  | 770,000              | -               | 770,000             | -                    |                      |
| Unspecified  | 3,080,000            | -               | -                   | 3,080,000            |                      |
| <b>Surface &amp; Minor Drainage Improvements - Total</b> | <b>\$ 3,850,000</b>  | <b>\$ -</b>     | <b>\$ 770,000</b>   | <b>\$ 3,080,000</b>  | <b>\$ 3,850,000</b>  |
| <b>Sidewalk Survey &amp; Improvements</b>                |                      |                 |                     |                      |                      |
| Measure A  | \$ 799,008           | -               | 799,008             | -                    |                      |
| Unspecified  | \$ 5,835,992         | -               | -                   | 5,835,992            |                      |
| <b>Sidewalk Survey &amp; Improvements - Total</b>        | <b>\$ 6,635,000</b>  | <b>\$ -</b>     | <b>\$ 799,008</b>   | <b>\$ 5,835,992</b>  | <b>\$ 6,635,000</b>  |





|   |                       |                     |                     |                      |                       |
|---|-----------------------|---------------------|---------------------|----------------------|-----------------------|
| <b>Traffic Striping</b>                                     |                       |                     |                     |                      |                       |
| Measure A   | 260,000               | -                   | 260,000             | -                    |                       |
| Unspecified   | 1,040,000             | -                   | -                   | 1,040,000            |                       |
| <b>Traffic Striping - Total</b>                             | <b>\$ 1,300,000</b>   | <b>\$ -</b>         | <b>\$ 260,000</b>   | <b>\$ 1,040,000</b>  | <b>\$ 1,300,000</b>   |
| <b>Auto Center Drive Bridge Retrofit</b>                    |                       |                     |                     |                      |                       |
| Measure Z   | 730,000               | -                   | 730,000             | -                    |                       |
| Unspecified   | 4,726,854             | 679,854             | -                   | 4,047,000            |                       |
| <b>Auto Center Drive Bridge Retrofit - Total</b>            | <b>\$ 5,456,854</b>   | <b>\$ 679,854</b>   | <b>\$ 730,000</b>   | <b>\$ 4,047,000</b>  | <b>\$ 4,777,000</b>   |
| <b>Broadway Tract Paving</b>                                |                       |                     |                     |                      |                       |
| Measure Z   | 140,852               | -                   | 140,852             | -                    |                       |
| SB1   | 1,700,751             | -                   | 1,700,751           | -                    |                       |
| Gas Tax   | 159,597               | -                   | 159,597             | -                    |                       |
| <b>Broadway Tract Paving - Total</b>                        | <b>\$ 2,001,200</b>   | <b>\$ -</b>         | <b>\$ 2,001,200</b> | <b>\$ -</b>          | <b>\$ 2,001,200</b>   |
| <b>Downtown Main Street Parking &amp; Landscape</b>         |                       |                     |                     |                      |                       |
| Unspecified   | 6,135,650             | 135,650             | -                   | 6,000,000            |                       |
| <b>Downtown Main Street Parking &amp; Landscape - Total</b> | <b>\$ 6,135,650</b>   | <b>\$ 135,650</b>   | <b>\$ -</b>         | <b>\$ 6,000,000</b>  | <b>\$ 6,000,000</b>   |
| <b>East Lake</b>  |                       |                     |                     |                      |                       |
| STIF  | 3,520,332             | -                   | 3,520,332           | -                    |                       |
| Unspecified   | 6,668,353             | -                   | -                   | 6,668,353            |                       |
| <b>East Lake - Total</b>                                    | <b>\$ 10,188,685</b>  | <b>\$ -</b>         | <b>\$ 3,520,332</b> | <b>\$ 6,668,353</b>  | <b>\$ 10,188,685</b>  |
| <b>Gunnerson St Riverside Dr Traffic Signal</b>             |                       |                     |                     |                      |                       |
| Measure Z   | 31,000                | -                   | 31,000              | -                    |                       |
| Unspecified   | 1,053,074             | 43,074              | -                   | 1,010,000            |                       |
| <b>Gunnerson St Riverside Dr Traffic Signal - Total</b>     | <b>\$ 1,084,074</b>   | <b>\$ 43,074</b>    | <b>\$ 31,000</b>    | <b>\$ 1,010,000</b>  | <b>\$ 1,041,000</b>   |
| <b>Highway Safety Improvements (HSIP) 9</b>                 |                       |                     |                     |                      |                       |
| Measure Z   | 168,105               | -                   | 168,105             | -                    |                       |
| TIF   | 211,912               | -                   | 211,912             | -                    |                       |
| Capital Improvement   | 1,204,680             | -                   | 1,204,680           | -                    |                       |
| Unspecified   | 1,021,874             | 1,021,874           | -                   | -                    |                       |
| <b>Highway Safety Improvements (HSIP) 9 Total</b>           | <b>\$ 2,606,571</b>   | <b>\$ 1,021,874</b> | <b>\$ 1,584,697</b> | <b>\$ -</b>          | <b>\$ 1,584,697</b>   |
| <b>Highway Safety Improvements (HSIP) 11</b>                |                       |                     |                     |                      |                       |
| Measure Z   | 100,000               | -                   | 100,000             | -                    |                       |
| Capital Improvement   | 225,000               | -                   | 225,000             | -                    |                       |
| <b>Highway Safety Improvements (HSIP) 11 Total</b>          | <b>\$ 325,000</b>     | <b>\$ -</b>         | <b>\$ 325,000</b>   | <b>\$ -</b>          | <b>\$ 325,000</b>     |
| <b>I-15 Franklin Street Interchange</b>                     |                       |                     |                     |                      |                       |
| Measure Z   | 1,010,000             | -                   | 1,010,000           | -                    |                       |
| TUMF  | 3,000,000             | -                   | 3,000,000           | -                    |                       |
| Unspecified   | 97,022,113            | 2,113               | -                   | 97,020,000           |                       |
| <b>I-15 Franklin Street Interchange - Total</b>             | <b>\$ 101,032,113</b> | <b>\$ 2,113</b>     | <b>\$ 4,010,000</b> | <b>\$ 97,020,000</b> | <b>\$ 101,030,000</b> |



**I-15 Main Street Interchange Landscape**

|   |                   |                   |                   |             |                   |
|---|-------------------|-------------------|-------------------|-------------|-------------------|
| Measure Z   | 600,000           | -                 | 600,000           | -           |                   |
| Unspecified   | 107,307           | 107,307           | -                 | -           |                   |
| <b>I-15 Main Street Interchange Landscape - Total</b> | <b>\$ 707,307</b> | <b>\$ 107,307</b> | <b>\$ 600,000</b> | <b>\$ -</b> | <b>\$ 600,000</b> |

**I-15/Nichols Road Interchange**

|  |                      |                   |                     |                      |                      |
|--|----------------------|-------------------|---------------------|----------------------|----------------------|
| Measure Z                                    | 5,000                | -                 | 5,000               | -                    |                      |
| TUMF   | 3,000,000            | -                 | 3,000,000           | -                    |                      |
| Unspecified                                  | 40,176,849           | 676,849           | -                   | 39,500,000           |                      |
| <b>I-15/Nichols Road Interchange - Total</b> | <b>\$ 43,181,849</b> | <b>\$ 676,849</b> | <b>\$ 3,005,000</b> | <b>\$ 39,500,000</b> | <b>\$ 42,505,000</b> |

**I-15/State Route 74 Interchange**

|  |                      |                     |                     |                      |                      |
|--|----------------------|---------------------|---------------------|----------------------|----------------------|
| TUMF   | 4,000,000            | -                   | 4,000,000           | -                    |                      |
| Unspecified                                    | 43,817,834           | 2,517,834           | -                   | 41,300,000           |                      |
| <b>I-15/State Route 74 Interchange - Total</b> | <b>\$ 47,817,834</b> | <b>\$ 2,517,834</b> | <b>\$ 4,000,000</b> | <b>\$ 41,300,000</b> | <b>\$ 45,300,000</b> |

**La Strada Extension**

|                                    |                      |                   |             |                      |                      |
|------------------------------------|----------------------|-------------------|-------------|----------------------|----------------------|
| Unspecified                        | 28,363,599           | 253,404           | -           | 28,110,195           |                      |
| <b>La Strada Extension - Total</b> | <b>\$ 28,363,599</b> | <b>\$ 253,404</b> | <b>\$ -</b> | <b>\$ 28,110,195</b> | <b>\$ 28,110,195</b> |

**Lake Street Widening**

|  |                      |             |             |                      |                      |
|--|----------------------|-------------|-------------|----------------------|----------------------|
| Unspecified                              | 36,068,909           | -           | -           | 36,068,909           |                      |
| <b>Lake Street Widening - Total Cost</b> | <b>\$ 36,068,909</b> | <b>\$ -</b> | <b>\$ -</b> | <b>\$ 36,068,909</b> | <b>\$ 36,068,909</b> |

**Lakeshore/Machado Sidewalk - SB 821**

|  |                     |                  |                     |             |                     |
|--|---------------------|------------------|---------------------|-------------|---------------------|
| Measure Z  | 457,630             | -                | 457,630             | -           |                     |
| SB821  | 150,000             | -                | 150,000             | -           |                     |
| CDBG   | 428,870             | -                | 428,870             | -           |                     |
| Unspecified                                      | 64,549              | 64,549           | -                   | -           |                     |
| <b>Lakeshore/Machado Sidewalk - SB 821-Total</b> | <b>\$ 1,101,049</b> | <b>\$ 64,549</b> | <b>\$ 1,036,500</b> | <b>\$ -</b> | <b>\$ 1,036,500</b> |

**Main Street Pedestrian Safety & IT**

|  |                     |                   |                     |             |                     |
|--|---------------------|-------------------|---------------------|-------------|---------------------|
| Measure Z  | 2,433,031           | -                 | 2,433,031           | -           |                     |
| American Rescue Plan                             | 2,550,510           | -                 | 2,550,510           | -           |                     |
| SB1  | 1,100,000           | -                 | 1,100,000           | -           |                     |
| Measure A  | 672,000             | -                 | 672,000             | -           |                     |
| PEG  | 23,823              | -                 | 23,823              | -           |                     |
| Storm Drain                                      | 757,616             | -                 | 757,616             | -           |                     |
| Capital Improvement                              | 400,000             | -                 | 400,000             | -           |                     |
| Unspecified                                      | 280,117             | 280,117           | -                   | -           |                     |
| <b>Lakeshore/Machado Sidewalk - SB 821-Total</b> | <b>\$ 8,217,097</b> | <b>\$ 280,117</b> | <b>\$ 7,936,980</b> | <b>\$ -</b> | <b>\$ 7,936,980</b> |

**Mountain & Avocado Way Tract Paving**

|  |                     |                  |                     |             |                     |
|--|---------------------|------------------|---------------------|-------------|---------------------|
| Measure Z  | 148,990             | -                | 148,990             | -           |                     |
| SB821  | 910,050             | -                | 910,050             | -           |                     |
| Gas Tax  | 490,960             | -                | 490,960             | -           |                     |
| Unspecified  | 13,377              | 13,377           | -                   | -           |                     |
| <b>Mountain &amp; Avocado Way Tract Paving - Total</b> | <b>\$ 1,563,377</b> | <b>\$ 13,377</b> | <b>\$ 1,550,000</b> | <b>\$ -</b> | <b>\$ 1,550,000</b> |



**Nichols Road Improvements**

|  |                      |             |             |                      |                      |
|--|----------------------|-------------|-------------|----------------------|----------------------|
| Unspecified                              | 21,805,591           | -           | -           | 21,805,591           |                      |
| <b>Nichols Road Improvements - Total</b> | <b>\$ 21,805,591</b> | <b>\$ -</b> | <b>\$ -</b> | <b>\$ 21,805,591</b> | <b>\$ 21,805,591</b> |

**Railroad Canyon Road Safety**

|  |                     |             |                   |                     |                     |
|--|---------------------|-------------|-------------------|---------------------|---------------------|
| Measure Z                                  | 561,250             | -           | 561,250           | -                   |                     |
| Unspecified                                | 3,173,400           | -           | -                 | 3,173,400           |                     |
| <b>Railroad Canyon Road Safety - Total</b> | <b>\$ 3,734,650</b> | <b>\$ -</b> | <b>\$ 561,250</b> | <b>\$ 3,173,400</b> | <b>\$ 3,734,650</b> |

**SB1 Pavement Project FY25-26**

|   |                     |             |             |                     |                     |
|---|---------------------|-------------|-------------|---------------------|---------------------|
| Unspecified                                 | 1,332,387           | -           | -           | 1,332,387           |                     |
| <b>SB1 Pavement Project FY25-26 - Total</b> | <b>\$ 1,332,387</b> | <b>\$ -</b> | <b>\$ -</b> | <b>\$ 1,332,387</b> | <b>\$ 1,332,387</b> |

**SB1 Pavement Project FY26-27**

|   |                     |             |             |                     |                     |
|---|---------------------|-------------|-------------|---------------------|---------------------|
| Unspecified                                 | 1,332,387           | -           | -           | 1,332,387           |                     |
| <b>SB1 Pavement Project FY26-27 - Total</b> | <b>\$ 1,332,387</b> | <b>\$ -</b> | <b>\$ -</b> | <b>\$ 1,332,387</b> | <b>\$ 1,332,387</b> |

**SB1 Pavement Project FY27-28**

|   |                     |             |             |                     |                     |
|---|---------------------|-------------|-------------|---------------------|---------------------|
| Unspecified                                 | 1,332,387           | -           | -           | 1,332,387           |                     |
| <b>SB1 Pavement Project FY27-28 - Total</b> | <b>\$ 1,332,387</b> | <b>\$ -</b> | <b>\$ -</b> | <b>\$ 1,332,387</b> | <b>\$ 1,332,387</b> |

**Spring Street Sidewalk**

|                                       |                   |             |                   |             |                   |
|---------------------------------------|-------------------|-------------|-------------------|-------------|-------------------|
| Measure Z                             | 380,000           | -           | 380,000           | -           |                   |
| <b>Spring Street Sidewalk - Total</b> | <b>\$ 380,000</b> | <b>\$ -</b> | <b>\$ 380,000</b> | <b>\$ -</b> | <b>\$ 380,000</b> |

**State Route 74 Widening**

|  |                      |             |             |                      |                      |
|--|----------------------|-------------|-------------|----------------------|----------------------|
| Unspecified                            | 11,550,000           | -           | -           | 11,550,000           |                      |
| <b>State Route 74 Widening - Total</b> | <b>\$ 11,550,000</b> | <b>\$ -</b> | <b>\$ -</b> | <b>\$ 11,550,000</b> | <b>\$ 11,550,000</b> |

**Street Lighting Master Plan**

|  |                     |             |             |                     |                     |
|--|---------------------|-------------|-------------|---------------------|---------------------|
| Unspecified                                | 1,705,955           | -           | -           | 1,705,955           |                     |
| <b>Street Lighting Master Plan - Total</b> | <b>\$ 1,705,955</b> | <b>\$ -</b> | <b>\$ -</b> | <b>\$ 1,705,955</b> | <b>\$ 1,705,955</b> |

**Summerhill Drive Extension**

|   |                      |                   |                     |                      |                      |
|---|----------------------|-------------------|---------------------|----------------------|----------------------|
| Capital Improvement                       | 5,479,900            | -                 | 5,479,900           | -                    |                      |
| Unspecified                               | 28,178,930           | 658,830           | -                   | 27,520,100           |                      |
| <b>Summerhill Drive Extension - Total</b> | <b>\$ 33,658,830</b> | <b>\$ 658,830</b> | <b>\$ 5,479,900</b> | <b>\$ 27,520,100</b> | <b>\$ 33,000,000</b> |

**Temescal Canyon Road - Bridge-Road**

|   |                      |                     |                   |                      |                      |
|---|----------------------|---------------------|-------------------|----------------------|----------------------|
| Capital Improvement                             | 975,000              | -                   | 975,000           | -                    |                      |
| Unspecified                                     | 23,811,459           | 2,811,459           | -                 | 21,000,000           |                      |
| <b>Temescal Canyon Road - Bridge-Road Total</b> | <b>\$ 24,786,459</b> | <b>\$ 2,811,459</b> | <b>\$ 975,000</b> | <b>\$ 21,000,000</b> | <b>\$ 21,975,000</b> |

**Terra Cotta Road Improvement**

|   |                     |                   |                   |                     |                     |
|---|---------------------|-------------------|-------------------|---------------------|---------------------|
| Measure Z                                   | 801,969             | -                 | 801,969           | -                   |                     |
| Unspecified                                 | 3,857,564           | 339,533           | -                 | 3,518,031           |                     |
| <b>Terra Cotta Road Improvement - Total</b> | <b>\$ 4,659,533</b> | <b>\$ 339,533</b> | <b>\$ 801,969</b> | <b>\$ 3,518,031</b> | <b>\$ 4,320,000</b> |

|                                   |                       |                     |                      |                       |                       |
|-----------------------------------|-----------------------|---------------------|----------------------|-----------------------|-----------------------|
| <b>Total Circulation Projects</b> | <b>\$ 445,063,547</b> | <b>\$ 9,605,824</b> | <b>\$ 42,778,620</b> | <b>\$ 392,679,103</b> | <b>\$ 435,457,723</b> |
|-----------------------------------|-----------------------|---------------------|----------------------|-----------------------|-----------------------|



## **Facilities**

### **Amphitheater**

|                             |                     |             |                     |             |                     |
|-----------------------------|---------------------|-------------|---------------------|-------------|---------------------|
| Measure Z                   | 2,574,481           | -           | 2,574,481           | -           |                     |
| American Rescue Plan        | 1,325,519           | -           | 1,325,519           | -           |                     |
| <b>Amphitheater - Total</b> | <b>\$ 3,900,000</b> | <b>\$ -</b> | <b>\$ 3,900,000</b> | <b>\$ -</b> | <b>\$ 3,900,000</b> |

### **Aquatics Center**

|                                |                      |             |             |                      |                      |
|--------------------------------|----------------------|-------------|-------------|----------------------|----------------------|
| Unspecified                    | 40,000,000           | -           | -           | 40,000,000           |                      |
| <b>Aquatics Center - Total</b> | <b>\$ 40,000,000</b> | <b>\$ -</b> | <b>\$ -</b> | <b>\$ 40,000,000</b> | <b>\$ 40,000,000</b> |

### **Building Facilities Renovations**

|  |                      |             |                   |                      |                      |
|--|----------------------|-------------|-------------------|----------------------|----------------------|
| Capital Improvement                            | 450,000              | -           | 450,000           | -                    |                      |
| Unspecified                                    | 10,235,000           | -           | -                 | 10,235,000           |                      |
| <b>Building Facilities Renovations - Total</b> | <b>\$ 10,685,000</b> | <b>\$ -</b> | <b>\$ 450,000</b> | <b>\$ 10,235,000</b> | <b>\$ 10,685,000</b> |

### **City Hall**

|                          |                      |                     |                      |                     |                      |
|--------------------------|----------------------|---------------------|----------------------|---------------------|----------------------|
| City Hall Dif            | 276,316              | -                   | 276,316              | -                   |                      |
| Capital Improvement      | 19,723,684           | -                   | 19,723,684           | -                   |                      |
| Unspecified              | 11,584,053           | 4,684,053           | -                    | 6,900,000           |                      |
| <b>City Hall - Total</b> | <b>\$ 31,584,053</b> | <b>\$ 4,684,053</b> | <b>\$ 20,000,000</b> | <b>\$ 6,900,000</b> | <b>\$ 26,900,000</b> |

### **City Library**

|                             |                      |                     |                     |                     |                      |
|-----------------------------|----------------------|---------------------|---------------------|---------------------|----------------------|
| Library Dif                 | 934,546              | -                   | 934,546             | -                   |                      |
| Capital Improvement         | 8,065,454            | -                   | 8,065,454           | -                   |                      |
| Unspecified                 | 4,559,631            | 1,059,631           | -                   | 3,500,000           |                      |
| <b>City Library - Total</b> | <b>\$ 13,559,631</b> | <b>\$ 1,059,631</b> | <b>\$ 9,000,000</b> | <b>\$ 3,500,000</b> | <b>\$ 12,500,000</b> |

### **Citywide Facilities IT Upgrades**

|  |                     |             |             |                     |                     |
|--|---------------------|-------------|-------------|---------------------|---------------------|
| Capital Improvement                            | -                   | -           | -           | -                   |                     |
| Unspecified                                    | -                   | -           | -           | 1,600,000           |                     |
| <b>Citywide Facilities IT Upgrades - Total</b> | <b>\$ 1,600,000</b> | <b>\$ -</b> | <b>\$ -</b> | <b>\$ 1,600,000</b> | <b>\$ 1,600,000</b> |

### **Community Center**

|                                 |                      |             |             |                      |                      |
|---------------------------------|----------------------|-------------|-------------|----------------------|----------------------|
| Unspecified                     | 16,334,030           | -           | -           | 16,334,030           |                      |
| <b>Community Center - Total</b> | <b>\$ 16,334,030</b> | <b>\$ -</b> | <b>\$ -</b> | <b>\$ 16,334,030</b> | <b>\$ 16,334,030</b> |

### **Facility ADA Improvements**

|  |                     |             |             |                     |                     |
|--|---------------------|-------------|-------------|---------------------|---------------------|
| Capital Improvement                      | -                   | -           | -           | -                   |                     |
| Unspecified                              | -                   | -           | -           | 1,500,000           |                     |
| <b>Facility ADA Improvements - Total</b> | <b>\$ 1,500,000</b> | <b>\$ -</b> | <b>\$ -</b> | <b>\$ 1,500,000</b> | <b>\$ 1,500,000</b> |

### **Fire Station (Mission Trail)**

|   |                      |             |                   |                      |                      |
|---|----------------------|-------------|-------------------|----------------------|----------------------|
| Fire Protection Dif                         | 948,879              | -           | 948,879           | -                    |                      |
| Unspecified                                 | 11,051,121           | -           | -                 | 11,051,121           |                      |
| <b>Fire Station (Mission Trail) - Total</b> | <b>\$ 12,000,000</b> | <b>\$ -</b> | <b>\$ 948,879</b> | <b>\$ 11,051,121</b> | <b>\$ 12,000,000</b> |



**Lake Community Center Kitchen**

|  |                       |                     |                      |                      |                       |
|--|-----------------------|---------------------|----------------------|----------------------|-----------------------|
| Community Center Dif                         |                       | -                   | 400,000              | -                    |                       |
| <b>Lake Community Center Kitchen - Total</b> | <b>\$ 400,000</b>     | <b>\$ -</b>         | <b>\$ 400,000</b>    | <b>\$ -</b>          | <b>\$ 400,000</b>     |
|  |                       |                     |                      |                      |                       |
| <b>Total Facilities Projects</b>             | <b>\$ 131,562,714</b> | <b>\$ 5,743,684</b> | <b>\$ 34,698,879</b> | <b>\$ 91,120,151</b> | <b>\$ 125,819,030</b> |

**Infrastructure****Avenues Drainage Improvements**

|  |                     |                   |                     |             |                     |
|--|---------------------|-------------------|---------------------|-------------|---------------------|
| Storm Drainage                               | 2,600,000           | -                 | 2,600,000           | -           |                     |
| Unspecified                                  | 165,384             | 165,384           | -                   | -           |                     |
| <b>Avenues Drainage Improvements - Total</b> | <b>\$ 2,765,384</b> | <b>\$ 165,384</b> | <b>\$ 2,600,000</b> | <b>\$ -</b> | <b>\$ 2,600,000</b> |

**Camino Del Norte**

|                                 |                   |                   |                   |             |                   |
|---------------------------------|-------------------|-------------------|-------------------|-------------|-------------------|
| American Rescue Plan            | 886,406           | -                 | 886,406           | -           |                   |
| Unspecified                     | 104,421           | 104,421           | -                 | -           |                   |
| <b>Camino Del Norte - Total</b> | <b>\$ 990,827</b> | <b>\$ 104,421</b> | <b>\$ 886,406</b> | <b>\$ -</b> | <b>\$ 886,406</b> |

**Collier Avenue Drainage Improvements**

|   |                   |             |                   |                   |                   |
|---|-------------------|-------------|-------------------|-------------------|-------------------|
| Storm Drainage                                      | 600,000           | -           | 262,017           | 337,983           |                   |
| <b>Collier Avenue Drainage Improvements - Total</b> | <b>\$ 600,000</b> | <b>\$ -</b> | <b>\$ 262,017</b> | <b>\$ 337,983</b> | <b>\$ 600,000</b> |

**Electric Vehicle Charging Stations**

|   |                   |             |                   |             |                   |
|---|-------------------|-------------|-------------------|-------------|-------------------|
| Grant   | 125,030           | -           | 125,030           | -           |                   |
| <b>Electric Vehicle Charging Stations - Total</b> | <b>\$ 125,030</b> | <b>\$ -</b> | <b>\$ 125,030</b> | <b>\$ -</b> | <b>\$ 125,030</b> |

**Murrieta Regional Creek Trail Connection**

|   |                     |                     |                     |             |                     |
|---|---------------------|---------------------|---------------------|-------------|---------------------|
| DAG   | 649,134             | -                   | 649,134             | -           |                     |
| Grant   | 4,364,000           | -                   | 4,364,000           | -           |                     |
| Measure Z   | 1,096,866           | -                   | 1,096,866           | -           |                     |
| Unspecified   | 1,048,272           | 1,048,272           | -                   | -           |                     |
| <b>Murrieta Regional Creek Trail Connection - Total</b> | <b>\$ 7,158,272</b> | <b>\$ 1,048,272</b> | <b>\$ 6,110,000</b> | <b>\$ -</b> | <b>\$ 6,110,000</b> |

**Pope Circle Improvements**

|   |                   |                  |                   |                   |                   |
|---|-------------------|------------------|-------------------|-------------------|-------------------|
| NPDES                                   | 300,000           | -                | 300,000           | -                 |                   |
| Storm Drainage                          | 56,726            | -                | 56,726            | -                 |                   |
| Unspecified                             | 247,045           | 23,771           | -                 | 223,274           |                   |
| <b>Pope Circle Improvements - Total</b> | <b>\$ 603,771</b> | <b>\$ 23,771</b> | <b>\$ 356,726</b> | <b>\$ 223,274</b> | <b>\$ 580,000</b> |

**Rice Canyon**

|                            |                     |             |                   |                     |                     |
|----------------------------|---------------------|-------------|-------------------|---------------------|---------------------|
| Capital Improvement        | 120,000             | -           | 120,000           | -                   |                     |
| Unspecified                | 2,380,000           | -           | -                 | 2,380,000           |                     |
| <b>Rice Canyon - Total</b> | <b>\$ 2,500,000</b> | <b>\$ -</b> | <b>\$ 120,000</b> | <b>\$ 2,380,000</b> | <b>\$ 2,500,000</b> |

**Storm Drain Inlet Filter Installation**

|  |                   |             |                   |                   |                   |
|--|-------------------|-------------|-------------------|-------------------|-------------------|
| NPDES  | 150,000           | -           | 150,000           | -                 |                   |
| Unspecified  | 600,000           | -           | -                 | 600,000           |                   |
| <b>Storm Drain Inlet Filter Installation - Total</b> | <b>\$ 750,000</b> | <b>\$ -</b> | <b>\$ 150,000</b> | <b>\$ 600,000</b> | <b>\$ 750,000</b> |

**Third Street Drainage Improvement**

|  |                     |             |             |                     |                     |
|--|---------------------|-------------|-------------|---------------------|---------------------|
| Unspecified                              | 1,634,048           | -           | -           | 1,634,048           |                     |
| <b>Third Street Drainage Improvement</b> | <b>\$ 1,634,048</b> | <b>\$ -</b> | <b>\$ -</b> | <b>\$ 1,634,048</b> | <b>\$ 1,634,048</b> |

|                                      |                      |                     |                      |                     |                      |
|--------------------------------------|----------------------|---------------------|----------------------|---------------------|----------------------|
| <b>Total Infrastructure Projects</b> | <b>\$ 17,127,332</b> | <b>\$ 1,341,848</b> | <b>\$ 10,610,179</b> | <b>\$ 5,175,305</b> | <b>\$ 15,785,484</b> |
|--------------------------------------|----------------------|---------------------|----------------------|---------------------|----------------------|

**Parks****Alberhill Village Sports Park**

|  |                      |             |             |                      |                      |
|--|----------------------|-------------|-------------|----------------------|----------------------|
| Unspecified                                  | 45,000,000           | -           | -           | 45,000,000           |                      |
| <b>Alberhill Village Sports Park - Total</b> | <b>\$ 45,000,000</b> | <b>\$ -</b> | <b>\$ -</b> | <b>\$ 45,000,000</b> | <b>\$ 45,000,000</b> |

**Aquatic Ecosystem Restoration**

|  |                     |             |             |                     |                     |
|--|---------------------|-------------|-------------|---------------------|---------------------|
| Unspecified                                  | 1,375,000           | -           | -           | 1,375,000           |                     |
| <b>Aquatic Ecosystem Restoration - Total</b> | <b>\$ 1,375,000</b> | <b>\$ -</b> | <b>\$ -</b> | <b>\$ 1,375,000</b> | <b>\$ 1,375,000</b> |

**Canyon Hills Park Upgrades**

|   |                     |                     |             |                   |                   |
|---|---------------------|---------------------|-------------|-------------------|-------------------|
| Unspecified                               | 5,558,293           | 5,076,093           | -           | 482,200           |                   |
| <b>Canyon Hills Park Upgrades - Total</b> | <b>\$ 5,558,293</b> | <b>\$ 5,076,093</b> | <b>\$ -</b> | <b>\$ 482,200</b> | <b>\$ 482,200</b> |

**City Park Improvement**

|                                      |                   |                  |                   |             |                   |
|--------------------------------------|-------------------|------------------|-------------------|-------------|-------------------|
| Community Development Block Grant    | 860,020           | -                | 860,020           | -           |                   |
| Unspecified                          | 70,225            | 70,225           | -                 | -           |                   |
| <b>City Park Improvement - Total</b> | <b>\$ 930,245</b> | <b>\$ 70,225</b> | <b>\$ 860,020</b> | <b>\$ -</b> | <b>\$ 860,020</b> |

**Citywide Park Improvement**

|  |                      |                     |                   |                      |                      |
|--|----------------------|---------------------|-------------------|----------------------|----------------------|
| Capital Improvement                      | 321,636              | -                   | 321,636           | -                    |                      |
| Quimby                                   | 131,364              | -                   | 131,364           | -                    |                      |
| Unspecified                              | 19,770,774           | 6,616,974           | -                 | 13,153,800           |                      |
| <b>Citywide Park Improvement - Total</b> | <b>\$ 20,223,774</b> | <b>\$ 6,616,974</b> | <b>\$ 453,000</b> | <b>\$ 13,153,800</b> | <b>\$ 13,606,800</b> |

**Citywide Park IT Improvements**

|  |                   |             |                  |                   |                   |
|--|-------------------|-------------|------------------|-------------------|-------------------|
| Measure Z                                    | 60,000            | -           | 60,000           | -                 |                   |
| Unspecified                                  | 240,000           | -           | -                | 240,000           |                   |
| <b>Citywide Park IT Improvements - Total</b> | <b>\$ 300,000</b> | <b>\$ -</b> | <b>\$ 60,000</b> | <b>\$ 240,000</b> | <b>\$ 300,000</b> |

**Dock Extension**

|                               |                     |             |             |                     |                     |
|-------------------------------|---------------------|-------------|-------------|---------------------|---------------------|
| Unspecified                   | 1,360,000           | -           | -           | 1,360,000           |                     |
| <b>Dock Extension - Total</b> | <b>\$ 1,360,000</b> | <b>\$ -</b> | <b>\$ -</b> | <b>\$ 1,360,000</b> | <b>\$ 1,360,000</b> |

**Lake Improvements**

|                                  |                   |             |             |                   |                   |
|----------------------------------|-------------------|-------------|-------------|-------------------|-------------------|
| Unspecified                      | 950,000           | -           | -           | 950,000           |                   |
| <b>Lake Improvements - Total</b> | <b>\$ 950,000</b> | <b>\$ -</b> | <b>\$ -</b> | <b>\$ 950,000</b> | <b>\$ 950,000</b> |

**Launch Pointe Amenity Improvements**

|   |                   |                  |             |                   |                   |
|---|-------------------|------------------|-------------|-------------------|-------------------|
| Unspecified                                       | 908,788           | 28,788           | -           | 880,000           |                   |
| <b>Launch Pointe Amenity Improvements - Total</b> | <b>\$ 908,788</b> | <b>\$ 28,788</b> | <b>\$ -</b> | <b>\$ 880,000</b> | <b>\$ 880,000</b> |



**Serenity Park Improvement**

|  |                     |                     |             |                     |                     |
|--|---------------------|---------------------|-------------|---------------------|---------------------|
| Unspecified                              | 8,077,488           | 1,777,488           | -           | 6,300,000           |                     |
| <b>Serenity Park Improvement - Total</b> | <b>\$ 8,077,488</b> | <b>\$ 1,777,488</b> | <b>\$ -</b> | <b>\$ 6,300,000</b> | <b>\$ 6,300,000</b> |

**Snack Bar Improvements**

|                                       |                   |             |             |                   |                   |
|---------------------------------------|-------------------|-------------|-------------|-------------------|-------------------|
| Unspecified                           | 400,000           | -           | -           | 400,000           |                   |
| <b>Snack Bar Improvements - Total</b> | <b>\$ 400,000</b> | <b>\$ -</b> | <b>\$ -</b> | <b>\$ 400,000</b> | <b>\$ 400,000</b> |

**Special Needs Multi-Sport Park**

|   |                     |             |                     |                     |                     |
|---|---------------------|-------------|---------------------|---------------------|---------------------|
| Measure Z                                     | 1,000,000           | -           | 1,000,000           | -                   |                     |
| Unspecified                                   | 5,000,000           | -           | -                   | 5,000,000           |                     |
| <b>Special Needs Multi-Sport Park - Total</b> | <b>\$ 6,000,000</b> | <b>\$ -</b> | <b>\$ 1,000,000</b> | <b>\$ 5,000,000</b> | <b>\$ 6,000,000</b> |

**Splash Pads**

|                            |                     |             |             |                     |                     |
|----------------------------|---------------------|-------------|-------------|---------------------|---------------------|
| Unspecified                | 2,050,000           | -           | -           | 2,050,000           |                     |
| <b>Splash Pads - Total</b> | <b>\$ 2,050,000</b> | <b>\$ -</b> | <b>\$ -</b> | <b>\$ 2,050,000</b> | <b>\$ 2,050,000</b> |

**Soccer Complex**

|                               |                     |             |             |                     |                     |
|-------------------------------|---------------------|-------------|-------------|---------------------|---------------------|
| Unspecified                   | 6,350,000           | -           | -           | 6,350,000           |                     |
| <b>Soccer Complex - Total</b> | <b>\$ 6,350,000</b> | <b>\$ -</b> | <b>\$ -</b> | <b>\$ 6,350,000</b> | <b>\$ 6,350,000</b> |

**Sportsplex**

|                           |                      |             |                   |                     |                      |
|---------------------------|----------------------|-------------|-------------------|---------------------|----------------------|
| Measure Z                 | 871,500              | -           | 871,500           | -                   |                      |
| Unspecified               | 9,128,500            | -           | -                 | 9,128,500           |                      |
| <b>Sportsplex - Total</b> | <b>\$ 10,000,000</b> | <b>\$ -</b> | <b>\$ 871,500</b> | <b>\$ 9,128,500</b> | <b>\$ 10,000,000</b> |

**Summerly Park Improvements**

|   |                     |                   |             |                     |                     |
|---|---------------------|-------------------|-------------|---------------------|---------------------|
| Unspecified                               | 1,515,010           | 415,010           | -           | 1,100,000           |                     |
| <b>Summerly Park Improvements - Total</b> | <b>\$ 1,515,010</b> | <b>\$ 415,010</b> | <b>\$ -</b> | <b>\$ 1,100,000</b> | <b>\$ 1,100,000</b> |

**The Reserve At Launch Pointe**

|   |                     |                 |                   |                     |                     |
|---|---------------------|-----------------|-------------------|---------------------|---------------------|
| Lakeside Facilities Dif                     | 220,032             | -               | 220,032           | -                   |                     |
| Unspecified                                 | 2,786,368           | 1,400           | -                 | 2,784,968           |                     |
| <b>The Reserve At Launch Pointe - Total</b> | <b>\$ 3,006,400</b> | <b>\$ 1,400</b> | <b>\$ 220,032</b> | <b>\$ 2,784,968</b> | <b>\$ 3,005,000</b> |

**Tuscany Hills Park Renovation**

|  |                     |                   |                  |                   |                   |
|--|---------------------|-------------------|------------------|-------------------|-------------------|
| Capital Improvement                          | 50,000              | -                 | 50,000           | -                 |                   |
| Unspecified                                  | 1,010,583           | 860,583           | -                | 150,000           |                   |
| <b>Tuscany Hills Park Renovation - Total</b> | <b>\$ 1,060,583</b> | <b>\$ 860,583</b> | <b>\$ 50,000</b> | <b>\$ 150,000</b> | <b>\$ 200,000</b> |

|                             |                       |                      |                     |                      |                       |
|-----------------------------|-----------------------|----------------------|---------------------|----------------------|-----------------------|
| <b>Total Parks Projects</b> | <b>\$ 115,065,581</b> | <b>\$ 14,846,561</b> | <b>\$ 3,514,552</b> | <b>\$ 96,704,468</b> | <b>\$ 100,219,020</b> |
|-----------------------------|-----------------------|----------------------|---------------------|----------------------|-----------------------|

|               |                       |                      |                      |                       |                       |
|---------------|-----------------------|----------------------|----------------------|-----------------------|-----------------------|
| <b>TOTALS</b> | <b>\$ 708,819,174</b> | <b>\$ 31,537,917</b> | <b>\$ 91,602,230</b> | <b>\$ 585,679,027</b> | <b>\$ 677,281,257</b> |
|---------------|-----------------------|----------------------|----------------------|-----------------------|-----------------------|



## Description of Revenue Sources

**Air Quality Management District (AQMD)** - An intergovernmental agency established to monitor air quality within a region and to Implement State and Federal air quality standards through the development of regional air quality plans and regulations. Programs are funded in part or fully with AB2766 Subvention Funds and made available to local governments.

**American Rescue Plan** - This bill provides additional relief to address the continued impact of COVID-19 (i.e., coronavirus disease 2019) on the economy, public health, state and local governments, individuals, and businesses.

**Assembly Bill 2766 (AB2766)** - State funds that are available to implement programs and projects that reduce air pollution from motor vehicles.

**Assessment District** - Bonds are issued to generate proceeds to be used to finance the construction of various capital improvements. Bonds are repaid using assessments received from benefiting property owners within the district property boundaries.

**Community Development Block Grant (CDBG)** - Federal funds allocated to local government, based on a formula, but required to be applied for and used within a broad functional area such as community development.

**Community Facilities District (CFD)** - A tool that allows the City to construct desired and authorized public improvements with costs of the projects paid for by the benefited properties within the boundaries of a designated area. The costs are then financed through the issuance of bonds payable over a period of years.

**Development Impact Fees (DIF)** - Fees generated by development applications to offset the effect of development to include infrastructure, fire protection, public facilities and services, libraries, roads, schools, parks, traffic signal mitigation, and open space/public art.

**Federal Highway Administration (FHWA)** - The Federal Highway Administration (FHWA) provides stewardship over the construction, maintenance and preservation of the Nation's highways, bridges and tunnels. FHWA also conducts research and provides technical assistance to state and local agencies in an effort to improve safety, mobility, and livability, and to encourage innovation.

**Gas Tax** - The City maintains this fund to account for Highway User's Tax revenues received from the State of California under Sections 2103, 2105, 2107, and 2107.5 of the Streets and Highways Code.

**General Projects** - City General Funds retained for capital improvement projects.

**Grants** - Contributions or gifts of cash or other assets from another government to be used or expended for a specified purpose.

**Highway Bridge Rehabilitation & Replacement (HBRR)** - Authorized by the Federal Transportation Equity Act for the 21st Century (TEA -21), this program provides for the replacement or rehabilitation of public highway bridges over waterways, other topographical barriers, other highways, or railroads.

**Measure A (Local Streets and Roads)** - Funds generated from the on-half percent sales tax levied throughout Riverside County to carry out transportation projects by the county and cities.

**Measure Z** - locally controlled one-cent, or one percent, transactions and use tax to generate unrestricted general fund dollars to address City service, public safety and local recovery needs.

**National Pollutant Discharge Elimination System (NPDES)** - Permit program that controls water pollution by regulating point sources that discharge pollutants into water of the United States.

**Public Improvement in Lieu** - A property owner or land developer may elect to construct capital improvement(s) in lieu of paying fees.

**Quimby** - The City's park-in-lieu or park development fee is assessed under provisions of the Subdivision Map Act which allows the City to require the dedication of land or the payment of a fee in lieu of land to be used for the purchase (or development) of park property.





**Road and Bridge Benefit District (RBBD)** - Road and Bridge Benefit Districts were established to provide funding for the cost of road and bridge improvements to an established area of benefit. The District fees are assessed on new development projects.

**Rule 20A (Southern California Edison)** - The California Public Utilities Commission's (CPUC) Rule 20 sets policies and procedures for the conversion of overhead power lines and other equipment to underground facilities, a process called "undergrounding". Rule 20A projects are paid for by all Southern California Edison (SCE) ratepayers. The city and county governments choose these projects and apply for funding.

**Senate Bill 821 Bicycle and Pedestrian Facilities Program** - Each year 2% of the Local Transportation Fund revenue is made available through the Riverside County Transportation Commission's SB 821 Program for active modes of transportation projects such as sidewalks, access ramps, and bicycle plan development.

**State Highway Operation and Protection Program (SHOPP)** - A Ten-Year plan prepared by Caltrans which provides input for the funding distribution in the State Transportation Improvement Program (STIP) Fund estimates.

**State Transportation Program Local (STPL)** - The State Transportation Program for Local agencies is the biennial five-year plan adopted by the Commission for future allocations of certain state transportation funds for state highway improvements, intercity rail, and regional highway and transit improvements.

**Successor Agency** - This fund is used to account for the successor agency housing and administration activities as a result of the State's dissolution of Redevelopment Agencies.

**Transportation Uniform Mitigation Fee (TUMF)** - Multi-jurisdictional development impact fee paid for by new development to provide the transportation infrastructure necessary to accommodate new development.

**Total Road Improvement Programs (T.R.I.P.)** - California Statewide Communities Development Authority (CSCDA) offers a pooled securitization program to assist local agencies in bonding against future Measure A payments to obtain funding for more projects today. The program does not require a pledge of general fund monies.

**Unspecified** - Funds that have not been identified for various proposed projects.

## Debt Administration

In February 1990, the Public Financing Authority was authorized to issue \$500,000,000 in revenue bonds for the purpose of enabling the Public Financing Authority to acquire certain qualified obligations (the "Local Obligations") of the City or the former Redevelopment Agency. The Bonds were issued to provide funds to finance the acquisition or construction of land, buildings, equipment and other capital improvements. In September 2013, \$14,460,000 principal amount of 2013 Revenue Refunding Bonds, Series A, was issued in accordance with the indenture to provide funds to advance refund the 2000 Revenue Refunding Bonds, Series A. The original purpose of the prior bonds was to finance the Authority's lease of certain City recreation facilities from the City for lease back to the City. In October 2014, \$7,965,000 principal amount of Certificates of Participation, Series 2014A, was issued for various street improvement projects. The City has pledged a portion of future Measure A revenues to repay the Certificates of Participation 2014 Series A. The City's certificates of participation is payable solely from the Measure A revenues.

| Issue Date | Entity | Description                                  | Remaining Principal | Remaining Interest | Maturity Date | Bond Rating |
|------------|--------|--|---------------------|--------------------|---------------|-------------|
| 2014       | PFA    | Local Agency Revenue Bond Series B           | \$13,860,000        | \$5,264,331        | 9/1/2040      | A           |
| 2015       | PFA    | Local Agency Revenue Bond                    | \$73,435,000        | \$30,196,875       | 9/1/2040      | A           |
| 2017       | LEFFA  | Local Agency Revenue Bond                    | \$4,175,000         | \$1,817,478        | 9/1/2044      | A           |
| 2019       | PFA    | Local Agency Revenue Refunding Bond Series A | \$5,980,000         | \$1,180,452        | 9/1/2036      | A           |
| 2021       | LEFFA  | Local Agency Revenue Refunding Bond Series A | \$30,790,000        | \$8,764,537        | 9/1/2044      | A           |
| 2021       | LEFFA  | Local Agency Revenue Bonds Series B          | \$10,155,000        | \$5,950,100        | 9/1/2047      | A           |
| 2015       | SARDA  | Tax Allocation Bonds                         | \$3,065,000         | \$622,809          | 9/1/2038      | A           |
| 2018       | SARDA  | Tax Allocation Bonds Series A                | \$1,770,000         | \$440,063          | 9/1/2047      | A           |
| 2018       | SARDA  | Tax Allocation Bonds Series B                | \$5,630,000         | \$1,571,494        | 9/1/2047      | A           |
| 2020       | LEFFA  | Tax Allocation Bonds Series A                | \$12,875,000        | \$1,935,100        | 9/1/2030      | A           |
| 2016       | LEFFA  | Lease Revenue Bonds Series A                 | \$8,560,000         | \$3,725,719        | 4/1/2046      | A           |
| 2021       | LEFFA  | Lease Revenue Bonds Series A                 | \$7,875,000         | \$604,862          | 2/1/2032      | A           |
| 2022       | LEFFA  | Lease Revenue Bonds Series A                 | \$22,695,000        | \$19,227,825       | 4/1/2052      | A           |
| 2014       | TRIP   | Certificate of Participation Series A        | \$5,490,000         | \$1,979,363        | 6/1/2039      | A           |
| 2019       | SARDA  | Subordinated Tax Allocation Bonds Series A   | \$8,235,000         | \$2,828,375        | 9/1/2033      | A           |
| 2019       | SARDA  | Subordinated Tax Allocation Bonds Series B   | \$1,400,000         | \$27,960           | 9/1/2025      | A           |
| 2020       | SARDA  | Third Lien Tax Allocation Bonds Series B     | \$4,500,000         | \$1,593,200        | 3/1/2038      | A           |
| 2020       | SARDA  | Third Lien Tax Allocation Bonds Series C     | \$2,835,000         | \$235,358          | 3/1/2031      | A           |

## Legal Debt Margin

The Government Code of the State of California provides for a legal debt limit of 15% of gross assessed value. However, this provision was enacted when the assessed valuation was based upon 25% of market value. Effective with the 1981-82 fiscal year, each parcel is now assessed at 100% of market value (as of the most recent change in ownership for that parcel). The computations shown above reflect a conversion of assessed valuation data for each fiscal year that was in effect at the time that the legal debt margin was enacted by the State of California for local governments located within the state. The City's debt limit is \$327,350,153.

| Fiscal Year 2024   |                 |
|--|-----------------|
| Assessed Valuation   | \$8,729,337,402 |
| Conversion Percentage  | 25%             |
| Adjusted Assessed Valuation                                      | 2,182,334,351   |
| Debt Limit Percentage  | 15%             |
| Debt Limit   | 327,350,153     |
| Total Net Debt Applicable to Limitation                          | -               |
| Legal Debt Margin  | \$327,350,153   |
| Total Debt Applicable to the Limit as a Percentage of Debt Limit | 0.00%           |

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# **FIVE YEAR FORECAST**

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# Five Year Financial Forecast

In addition to the Annual Operating Budget and Capital Improvement Program, the City of Lake Elsinore also prepares a Five-Year Financial Projection for the General Fund. The long-range forecasts serve as a strategic planning tool to help evaluate the City's ability to meet its long-term obligations. The benefit of long-range planning is to alert decision makers of trends in time to implement changes, if necessary.

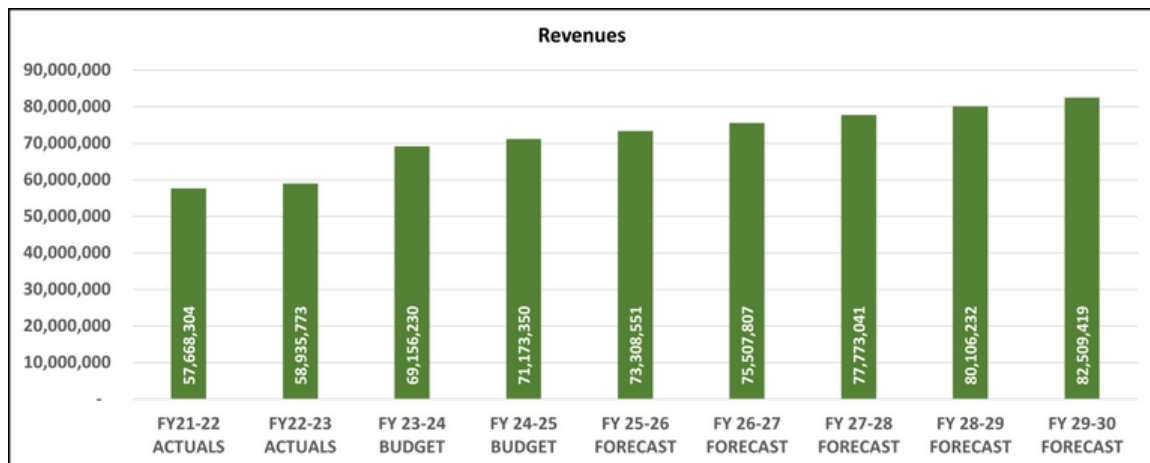
## General Fund Revenue

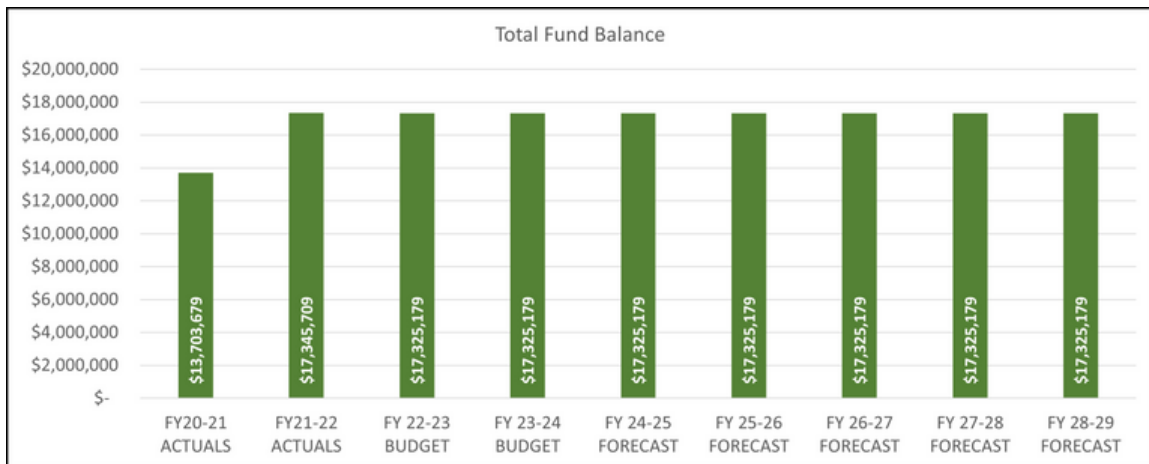
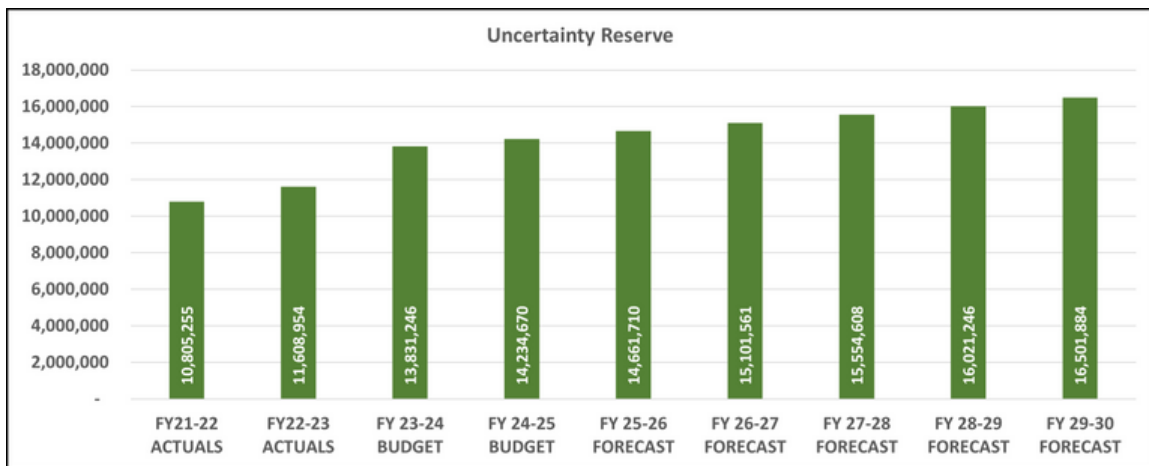
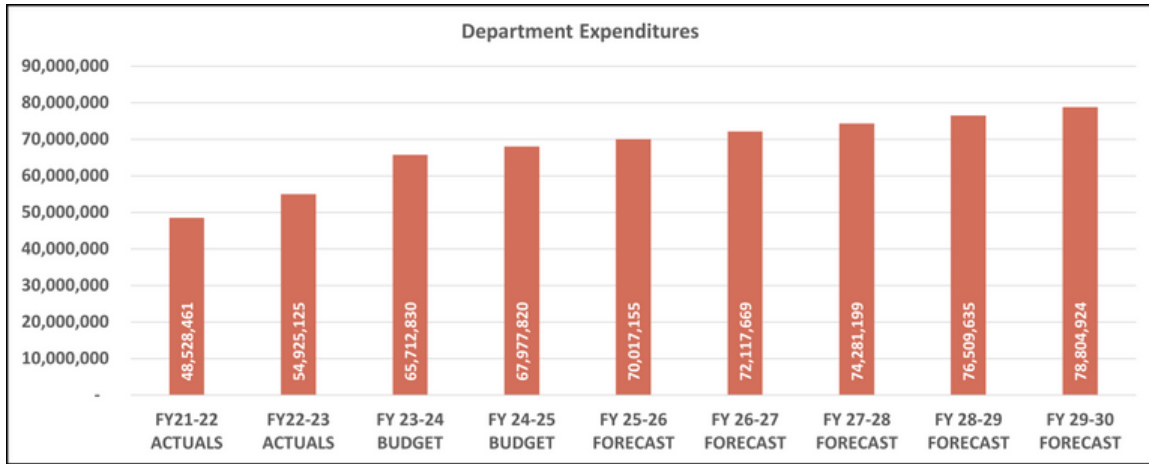
General Fund Revenue is projected by line item using a combination of known information and anticipated trends for the coming five-year period. The City's Budget Team works in tandem with Community Development to identify future projects that could affect revenue levels, such as the addition of new housing developments and commercial establishments. The City also utilizes Sales and Property Tax consultants to assist with identifying statewide trends that may impact City revenues. Revenues were projected at a 3% adjustment rate.

- Tax revenues – projected based on recent growth trends combined with known changes in the economy, such as the addition of new businesses or hotels.
- Licenses, Permits and Service Charges – projected based on development projects for which the City has received a planning application and is actively pursuing building permits.
- Intergovernmental revenues – projected based on the growth in the City's overall assessed valuation, as this revenue source reflects Property Tax in Lieu of Vehicle License Fees.
- Reimbursements – revenue source primarily reflects the transfer of funds from the Capital Improvement Program (CIP) to reimburse the Public Works department for the administration of the CIP program

## General Fund Expenditures

General Fund Expenditures trends are developed using a number of economic assumptions that are applied to the category of expenditures. For Salary and Benefit projections, the City's Budget Team reflects any anticipated changes in staffing levels, CalPERS pension contribution rates, negotiated terms from the City's employment contracts, and Public Safety Contract projections received from the County of Riverside. General fund expenditures were projected at a 3% adjustment rate.





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# **SUPPLEMENTAL INFORMATION**

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## Assessed and Estimated Actual Value of Taxable Property

In 1978 the voters of the State of California passed Proposition 13 which limited property taxes to a total maximum rate of 1% based upon the assessed value of the property being taxed. Each year, the assessed value of property may be increased by an "inflation factor" (limited to a maximum increase of 2%). With few exceptions, property is only reassessed at the time that it is sold to a new owner. At that point, the new assessed value is reassessed at the purchase price of the property sold. The assessed valuation data shown above represents the only data currently available with respect to the actual market value of taxable property and is subject to the limitations described below.

| <b>Fiscal Year<br/>Ended June<br/>30</b> | <b>Secured</b> | <b>Unsecured</b> | <b>Less: Exemptions</b> | <b>Taxable Assessed<br/>Value</b> |
|--|----------------|------------------|-------------------------|-----------------------------------|
| 2015                                     | 4,463,835,597  | 136,300,859      | (105,231,318)           | 4,494,905,138                     |
| 2016                                     | 4,768,722,323  | 129,261,454      | (93,034,816)            | 4,804,948,961                     |
| 2017                                     | 5,177,285,267  | 130,180,313      | (95,434,240)            | 5,212,031,340                     |
| 2018                                     | 5,573,186,823  | 125,275,157      | (99,693,567)            | 5,598,768,413                     |
| 2019                                     | 6,131,330,394  | 121,282,148      | (109,102,106)           | 6,143,510,436                     |
| 2020                                     | 6,550,002,491  | 117,440,229      | (114,493,687)           | 6,552,949,033                     |
| 2021                                     | 6,924,168,897  | 128,326,411      | (129,757,835)           | 6,922,737,473                     |
| 2022                                     | 7,359,819,567  | 132,056,791      | (136,831,201)           | 7,355,045,157                     |
| 2023                                     | 8,029,561,384  | 137,500,128      | (153,569,787)           | 8,013,491,725                     |
| 2024                                     | 8,757,116,372  | 152,982,711      | (180,761,681)           | 8,729,337,402                     |

Source: Riverside County Assessor 2023/24 Combined Tax Rolls





## Principal Secured Property Owners Year Ended June 30, 2024 - Top Ten Property Taxpayers

| Taxpayer                         | Taxable Assessed Value | Percent of Total City Taxable Assessed |
|----------------------------------|------------------------|--|
| Rivers Edge At Lake Elsinore LLC | \$64,579,492           | 0.74%                                  |
| Alberhill Holdings               | 61,491,152             | 0.70%                                  |
| Ridgestone Partners              | 54,544,795             | 0.62%                                  |
| Walmart Stores Inc.              | 52,469,019             | 0.60%                                  |
| 15150 Grand Avenue LLC           | 47,020,270             | 0.54%                                  |
| Pulte Homes                      | 36,150,228             | 0.41%                                  |
| Helf Canyon Market Place I       | 29,346,582             | 0.33%                                  |
| MHC 186                          | 27,107,676             | 0.31%                                  |
| Mohr Affinity LLC                | 26,819,716             | 0.31%                                  |
| KB Home Coastal Inc.             | 24,708,478             | 0.28%                                  |
| <b>Top Ten Total</b>             | <b>\$424,237,408</b>   | <b>4.84%</b>                           |

Source: Riverside County Assessor 2023/24 Combined Tax Rolls and the SBE Non-Unitary Tax Roll



# Computation of Direct and Overlapping Bonded Debt

City of Lake Elsinore, California  
Direct and Overlapping Bonded Debt  
June 30, 2024

2023-24 Assessed Valuation: \$8,771,468,629

| Overlapping Tax and Assessment Debt  | Percentage<br>Applicable | Outstanding<br>Debt<br>6/30/2024 | City's Share<br>of<br>Overlapping<br>Debt<br>6/30/2024 |
|--|--------------------------|----------------------------------|--|
| <b>Direct and Overlapping Tax and Assessment Debt</b>                                |                          |                                  |  |
| City of Lake Elsinore Community Facilities District No. 90-2                         | 100%                     | 1,065,000                        | 1,065,000  |
| City of Lake Elsinore Community Facilities District No. 95-1                         | 100%                     | 240,000                          | 240,000  |
| City of Lake Elsinore Community Facilities District No. 98-1                         | 100%                     | 9,215,000                        | 9,215,000  |
| City of Lake Elsinore Community Facilities District No. 2003-2, 1A, A, B, C, D, & E  | 100%                     | 64,370,000                       | 64,370,000   |
| City of Lake Elsinore Community Facilities District No. 2004-3 1A No. 1 & 2          | 100%                     | 35,700,000                       | 35,700,000   |
| City of Lake Elsinore Community Facilities District No. 2005-1                       | 100%                     | 5,835,000                        | 5,835,000  |
| City of Lake Elsinore Community Facilities District No. 2005-2                       | 100%                     | 16,925,000                       | 16,925,000   |
| City of Lake Elsinore Community Facilities District No. 2005-5                       | 100%                     | 3,015,000                        | 3,015,000  |
| City of Lake Elsinore Community Facilities District No. 2005-6                       | 100%                     | 2,255,000                        | 2,255,000  |
| City of Lake Elsinore Community Facilities District No. 2006-1 Improvement Areas     | 100%                     | 40,680,000                       | 40,680,000   |
| City of Lake Elsinore Community Facilities District No. 2006-2                       | 100%                     | 4,715,000                        | 4,715,000  |
| City of Lake Elsinore Community Facilities District No. 2006-4                       | 100%                     | 5,090,000                        | 5,090,000  |
| City of Lake Elsinore Community Facilities District No. 2006-6                       | 100%                     | 3,525,000                        | 3,525,000  |
| City of Lake Elsinore Community Facilities District No. 2006-8                       | 100%                     | 3,615,000                        | 3,615,000  |
| City of Lake Elsinore Community Facilities District No. 2007-4                       | 100%                     | 2,350,000                        | 2,350,000  |
| City of Lake Elsinore Community Facilities District No. 2007-5                       | 100%                     | 1,575,000                        | 1,575,000  |
| City of Lake Elsinore Community Facilities District No. 2015-5                       | 100%                     | 1,840,000                        | 1,840,000  |
| City of Lake Elsinore Community Facilities District No. 2016-2                       | 100%                     | 20,601,480                       | 20,601,480   |
| City of Lake Elsinore Community Facilities District No. 2019-1                       | 100%                     | 6,530,000                        | 6,530,000  |
| City of Lake Elsinore 1915 Act Bonds   | 100%                     | 7,315,000                        | 7,315,000  |
| <b>Total Direct and Overlapping Tax and Assessment Debt</b>                          |                          |                                  | <b>\$236,456,480</b>                                   |
| <b>Other Overlapping Tax and Assessment Debt</b>                                     |                          |                                  |  |
| Elsinore Valley Metropolitan Water District Community Facilities District No. 2003-1 | 100%                     | 2,295,000                        | 2,295,000  |
| Lake Elsinore Unified School District Community Facilities Districts                 | 100%                     | 70,205,287                       | 70,205,287   |
| Riverside County Flood Control District, Zone No. 4                                  | .727%                    | 2,755,000                        | 20,029   |
| Lake Elsinore Unified School District  | 46.29%                   | 62,005,000                       | 28,703,355   |
| Metropolitan Water District  | .227%                    | 18,210,000                       | 41,337   |
| Mount San Jacinto Community College District   | 6.745%                   | 242,210,000                      | 16,337,065   |
| Perris Union High School District Community Facilities District No. 92-1             | 7.437%                   | 30,100,000                       | 2,238,537  |
| Menifee Union School District  | 3.746%                   | 152,811,292                      | 5,724,311  |
| Perris Union High School District  | 2.33%                    | 292,042,191                      | 6,813,344  |
| Perris School District   | 0.052%                   | 47,104,571                       | 24,494   |
| <b>Total Other Overlapping Tax and Assessment Debt</b>                               |                          |                                  | <b>\$132,402,759</b>                                   |
| <b>Total Direct/Other and Overlapping Tax and Assessment Debt</b>                    |                          |                                  | <b>\$368,859,239</b>                                   |
| <b>Direct General Fund Debt</b>  |                          |                                  |  |
| City of Lake Elsinore General Fund Obligations                                       | 100%                     | 41,788,229                       | 41,788,229   |



|  |               |             |                      |
|--|---------------|-------------|----------------------|
| <b>Total Direct General Fund Debt</b>                                  |               |             | <b>\$41,788,229</b>  |
| <b>Overlapping General Fund Debt</b>                                   |               |             |                      |
| Riverside County General Fund Obligations                              | 2.211%        | 652,187,035 | 14,419,855           |
| Riverside County Pension Obligations                                   | 2.211%        | 670,785,000 | 14,831,056           |
| Perris Union High School District General Fund Obligations             | 2.33%         | 40,124,346  | 936,101              |
| Menifee and Perris School District Certificates of Participation       | 3.74 - 0.052% | 48,721,698  | 1,672,368            |
| Western Municipal Water District                                       | 4.926%        | 2,724,440   | 134,206              |
| <b>Total Overlapping General Fund Debt</b>                             |               |             | <b>\$31,993,584</b>  |
| <b>Total Direct and Overlapping General Fund Debt</b>                  |               |             | <b>\$73,781,823</b>  |
| <b>Overlapping Tax Increment Debt (Successor Agency)</b>               | 100%          | 40,310,000  | 40,310,000           |
| <b>Total Direct General Fund Debt</b>                                  |               |             | <b>\$41,788,229</b>  |
| <b>Total Gross Overlapping Debt</b>                                    |               |             | <b>\$441,162,825</b> |
| <b>Combined Total Debt</b>   |               |             | <b>\$482,951,054</b> |
| <b>Ratios to 2023-24 Assessed Valuation</b>                            |               |             |                      |
| Total Overlapping Tax and Assessment Debt                              | 4.21%         |             |                      |
| Total Direct Debt (\$41,788,229)                                       | 0.48%         |             |                      |
| Combined Total Debt  | 5.51%         |             |                      |
| <b>Ratios to Redevelopment Incremental Valuation (\$4,130,153,303)</b> |               |             |                      |
| Total Overlapping Tax Increment Debt                                   | 0.98%         |             |                      |

## Comparative City Information

| City                 | Year | Number of Employees | Population | Estimated General Fund Revenues | Estimated General Fund Expenditures | Expenditures Per Capita |
|----------------------|------|---------------------|------------|---------------------------------|-------------------------------------|-------------------------|
| <b>Lake Elsinore</b> |      |                     |            |                                 |                                     |                         |
|                      | 2023 | 201                 | 71,452     | \$58,935,773                    | \$58,044,772                        | \$812                   |
|                      | 2022 | 183                 | 69,993     | \$51,311,188                    | \$48,625,292                        | \$694                   |
|                      | 2021 | 175                 | 64,762     | \$59,949,317                    | \$45,202,392                        | \$698                   |
|                      | 2020 | 140                 | 63,453     | \$54,370,691                    | \$42,311,820                        | \$667                   |
|                      | 2019 | 136                 | 62,949     | \$53,199,764                    | \$41,054,855                        | \$652                   |
| <b>Menifee</b>       |      |                     |            |                                 |                                     |                         |
|                      | 2023 | 330                 | 110,034    | \$94,668,644                    | \$94,668,644                        | \$860                   |
|                      | 2022 | 302                 | 106,627    | \$80,606,886                    | \$70,825,635                        | \$664                   |
|                      | 2021 | 209                 | 99,686     | \$72,714,713                    | \$55,895,128                        | \$561                   |
|                      | 2020 | 207                 | 97,093     | \$65,185,364                    | \$58,789,409                        | \$605                   |
|                      | 2019 | 214                 | 93,452     | \$61,101,247                    | \$49,959,120                        | \$535                   |
| <b>Murrieta</b>      |      |                     |            |                                 |                                     |                         |
|                      | 2023 | 432                 | 119,182    | \$100,001,063                   | \$78,224,768                        | \$656                   |
|                      | 2022 | 431                 | 111,183    | \$88,827,370                    | \$67,613,815                        | \$608                   |
|                      | 2021 | 407                 | 111,183    | \$81,447,222                    | \$71,149,130                        | \$640                   |
|                      | 2020 | 355                 | 115,172    | \$71,716,032                    | \$53,467,907                        | \$464                   |
|                      | 2019 | 347                 | 115,561    | \$58,115,146                    | \$51,949,869                        | \$450                   |
| <b>Perris</b>        |      |                     |            |                                 |                                     |                         |
|                      | 2023 | 183                 | 78,948     | \$65,498,647                    | \$62,159,490                        | \$787                   |
|                      | 2022 | 182                 | 78,890     | \$65,298,390                    | \$55,336,110                        | \$701                   |
|                      | 2021 | 112                 | 78,977     | \$58,770,348                    | \$47,694,501                        | \$604                   |
|                      | 2020 | 112                 | 80,201     | \$56,527,133                    | \$58,028,896                        | \$724                   |
|                      | 2019 | 109                 | 76,971     | \$49,535,623                    | \$40,934,798                        | \$532                   |
| <b>Temecula</b>      |      |                     |            |                                 |                                     |                         |
|                      | 2023 | 196                 | 108,899    | \$144,924,798                   | \$139,646,241                       | \$1,282                 |
|                      | 2022 | 178                 | 109,925    | \$133,795,830                   | \$105,645,373                       | \$961                   |
|                      | 2021 | 173                 | 112,771    | \$119,353,336                   | \$91,974,475                        | \$816                   |
|                      | 2020 | 177                 | 111,970    | \$100,394,398                   | \$90,566,062                        | \$809                   |
|                      | 2019 | 157                 | 113,826    | \$104,304,439                   | \$99,332,578                        | \$873                   |



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# APPENDIX

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## Glossary

**Abatement:** A reduction or elimination of a real or personal property tax, motor vehicle excise, a fee, charge, or special assessment imposed by a governmental unit. Granted only on application of the person seeking the abatement and only by the committing governmental unit.

**Accounting System:** The total structure of records and procedures that identify record, classify, and report information on the financial position and operations of a governmental unit or any of its funds, account groups, and organizational components.

**Accrued Interest:** The amount of interest that has accumulated on the debt since the date of the last interest payment, and on the sale of a bond, the amount accrued up to but not including the date of delivery (settlement date). (See Interest)

**Amortization:** The gradual repayment of an obligation over time and in accordance with a predetermined payment schedule.

**Appropriation:** A legal authorization from the community's legislative body to expend money and incur obligations for specific public purposes. An appropriation is usually limited in amount and as to the time period within which it may be expended.

**Arbitrage:** As applied to municipal debt, the investment of tax-exempt bonds or note proceeds in higher yielding, taxable securities. Section 103 of the Internal Revenue Service (IRS) Code restricts this practice and requires (beyond certain limits) that earnings be rebated (paid) to the IRS.

**Assessed Valuation:** A value assigned to real estate or other property by a government as the basis for levying taxes.

**Audit:** An examination of a community's financial systems, procedures, and data by a certified public accountant (independent auditor), and a report on the fairness of financial statements and on local compliance with statutes and regulations. The audit serves as a valuable management tool in evaluating the fiscal performance of a community.

**Audit Report:** Prepared by an independent auditor, an audit report includes: (a) a statement of the scope of the audit; (b) explanatory comments as to application of auditing procedures; (c) findings and opinions. It is almost always accompanied by a management letter which contains supplementary comments and recommendations.

**Available Funds:** Balances in the various fund types that represent non-recurring revenue sources. As a matter of sound practice, they are frequently appropriated to meet unforeseen expenses, for capital expenditures or other one-time costs.

**Balance Sheet:** A statement that discloses the assets, liabilities, reserves and equities of a fund or governmental unit at a specified date.

**Betterments (Special Assessments):** Whenever a specific area of a community receives benefit from a public improvement (e.g., water, sewer, sidewalk, etc.), special property taxes may be assessed to reimburse the governmental entity for all or part of the costs it incurred. Each parcel receiving benefit from the improvement is assessed for its proportionate share of the cost of such improvements. The proportionate share may be paid in full or the property owner may request that the assessors apportion the betterment over 20 years. Over the life of the betterment, one year's apportionment along with one year's committed interest computed from October 1 to October 1 is added to the tax bill until the betterment has been paid.

**Bond:** A means to raise money through the issuance of debt. A bond issuer/borrower promises in writing to repay a specified sum of money, alternately referred to as face value, par value or bond principal, to the buyer of the bond on a specified future date (maturity date), together with periodic interest at a specified rate. The term of a bond is always greater than one year. (See Note)

**Bond and Interest Record:** (Bond Register) – The permanent and complete record maintained by a treasurer for each bond issue. It shows the amount of interest and principal coming due each date and all other pertinent information concerning the bond issue.

**Bonds Authorized and Unissued:** Balance of a bond authorization not yet sold. Upon completion or abandonment of a project, any remaining balance of authorized and unissued bonds may not be used for other purposes, but must be rescinded by the community's legislative body to be removed from community's books.

**Bond Issue:** Generally, the sale of a certain number of bonds at one time by a governmental unit.



**Bond Rating (Municipal):** A credit rating assigned to a municipality to help investors assess the future ability, legal obligation, and willingness of the municipality (bond issuer) to make timely debt service payments. Stated otherwise, a rating helps prospective investors determine the level of risk associated with a given fixed-income investment. Rating agencies, such as Moody's and Standard and Poors, use rating systems, which designate a letter or a combination of letters and numerals where AAA is the highest rating and C1 is a very low rating.

**Budget:** A plan for allocating resources to support particular services, purposes and functions over a specified period of time. (See Performance Budget, Program Budget)

**Capital Assets:** All real and tangible property used in the operation of government, which is not easily converted into cash, and has an initial useful life extending beyond a single financial reporting period. Capital assets include land and land improvements; infrastructure such as roads, bridges, water and sewer lines; easements; buildings and building improvements; vehicles, machinery and equipment. Communities typically define capital assets in terms of a minimum useful life and a minimum initial cost. (See Fixed Assets)

**Capital Budget:** An appropriation or spending plan that uses borrowing or direct outlay for capital or fixed asset improvements. Among other information, a capital budget should identify the method of financing each recommended expenditure, i.e., tax levy or rates, and identify those items that were not recommended. (See Capital Assets, Fixed Assets)

**Cash:** Currency, coin, checks, postal and express money orders and bankers' drafts on hand or on deposit with an official or agent designated as custodian of cash and bank deposits.

**Cash Management:** The process of monitoring the ebb and flow of money in an out of municipal accounts to ensure cash availability to pay bills and to facilitate decisions on the need for short-term borrowing and investment of idle cash.

**Certificate of Deposit (CD):** A bank deposit evidenced by a negotiable or non-negotiable instrument, which provides on its face that the amount of such deposit plus a specified interest payable to a bearer or to any specified person on a certain specified date, at the expiration of a certain specified time, or upon notice in writing.

**Classification of Real Property:** Assessors are required to classify all real property according to use into one of four classes: residential, open space, commercial, and industrial. Having classified its real properties, local officials are permitted to determine locally, within limitations established by statute and the Commissioner of Revenue, what percentage of the tax burden is to be borne by each class of real property and by personal property owners.

**Collective Bargaining:** The process of negotiating workers' wages, hours, benefits, working conditions, etc., between an employer and some or all of its employees, who are represented by a recognized labor union. regarding wages, hours and working conditions.

**Consumer Price Index:** The statistical measure of changes, if any, in the overall price level of consumer goods and services. The index is often called the "cost-of-living index."

**Cost-Benefit Analysis:** A decision-making tool that allows a comparison of options based on the level of benefit derived and the cost to achieve the benefit from different alternatives.

**Debt Burden:** The amount of debt carried by an issuer usually expressed as a measure of value (i.e., debt as a percentage of assessed value, debt per capita, etc.). Sometimes debt burden refers to debt service costs as a percentage of the total annual budget.

**Debt Service:** The repayment cost, usually stated in annual terms and based on an amortization schedule, of the principal and interest on any particular bond issue.

**Encumbrance:** A reservation of funds to cover obligations arising from purchase orders, contracts, or salary commitments that are chargeable to, but not yet paid from, a specific appropriation account.

**Enterprise Funds:** An enterprise fund is a separate accounting and financial reporting mechanism for municipal services for which a fee is charged in exchange for goods or services. It allows a community to demonstrate to the public the portion of total costs of a service that is recovered through user charges and the portion that is subsidized by the tax levy, if any. With an enterprise fund, all costs of service delivery--direct, indirect, and capital costs—are identified. This allows the community to recover total service costs through user fees if it chooses. Enterprise accounting also enables communities to reserve the

"surplus" or net assets unrestricted generated by the operation of the enterprise rather than closing it out to the general fund at year-end. Services that may be treated as enterprises include, but are not limited to, water, sewer, hospital, and airport services.

**Equalized Valuations (EQVs):** The determination of the full and fair cash value of all property in the community that is subject to local taxation.

**Estimated Receipts:** A term that typically refers to anticipated local revenues often based on the previous year's receipts and represent funding sources necessary to support a community's annual budget. (See Local Receipts)

**Exemptions:** A discharge, established by statute, from the obligation to pay all or a portion of a property tax. The exemption is available to particular categories of property or persons upon the timely submission and approval of an application to the assessors. Properties exempt from taxation include hospitals, schools, houses of worship, and cultural institutions. Persons who may qualify for exemptions include disabled veterans, blind individuals, surviving spouses, and seniors.

**Expenditure:** An outlay of money made by municipalities to provide the programs and services within their approved budget.

**Fiduciary Funds:** Repository of money held by a municipality in a trustee capacity or as an agent for individuals, private organizations, other governmental units, and other funds. These include pension (and other employee benefit) trust funds, investment trust funds, private- purpose trust funds, and agency funds.

**Fixed Assets:** Long-lived, assets such as buildings, equipment and land obtained or controlled as a result of past transactions or circumstances.

**Fixed Costs:** Costs that are legally or contractually mandated such as retirement, FICA/Social Security, insurance, debt service costs or interest on loans.

**Float:** The difference between the bank balance for a local government's account and its book balance at the end of the day. The primary factor creating float is clearing time on checks and deposits. Delays in receiving deposit and withdrawal information also influence float.

**Full Faith and Credit:** A pledge of the general taxing powers for the payment of governmental obligations. Bonds carrying such pledges are usually referred to as general obligation or full faith and credit bonds.

**Fund:** An accounting entity with a self-balancing set of accounts that are segregated for the purpose of carrying on identified activities or attaining certain objectives in accordance with specific regulations, restrictions, or limitations.

**Fund Accounting:** Organizing financial records into multiple, segregated locations for money. A fund is a distinct entity within the municipal government in which financial resources and activity (assets, liabilities, fund balances, revenues, and expenditures) are accounted for independently in accordance with specific regulations, restrictions or limitations. Examples of funds include the general fund and enterprise funds. Communities whose accounting records are organized according to the Uniform Municipal Accounting System (UMAS) use multiple funds.

**GASB 34:** A major pronouncement of the Governmental Accounting Standards Board that establishes new criteria on the form and content of governmental financial statements. GASB 34 requires a report on overall financial health, not just on individual funds. It requires more complete information on the cost of delivering value estimates on public infrastructure assets, such as bridges, road, sewers, etc. It also requires the presentation of a narrative statement the government's financial performance, trends and prospects for the future.

**GASB 45:** This is another Governmental Accounting Standards Board major pronouncement that each public entity account for and report other postemployment benefits in its accounting statements. Through actuarial analysis, municipalities must identify the true costs of the OPEB earned by employees over their estimated years of actual service.

**General Fund:** The fund used to account for most financial resources and activities governed by the normal appropriation process.

**General Obligation Bonds:** Bonds issued by a municipality for purposes allowed by statute that are backed by the full faith and credit of its taxing authority.

**Governing Body:** A board, committee, commission, or other executive or policymaking body of a municipality or school district.



**Indirect Cost:** Costs of a service not reflected in the operating budget of the entity providing the service. An example of an indirect cost of providing water service would be the value of time spent by non-water department employees processing water bills. A determination of these costs is necessary to analyze the total cost of service delivery. The matter of indirect costs arises most often in the context of enterprise funds.

**Interest:** Compensation paid or to be paid for the use of money, including amounts payable at periodic intervals or discounted at the time a loan is made. In the case of municipal bonds, interest payments accrue on a day-to-day basis, but are paid every six months.

**Interest Rate:** The interest payable, expressed as a percentage of the principal available for use during a specified period of time. It is always expressed in annual terms.

**Investments:** Securities and real estate held for the production of income in the form of interest, dividends, rentals or lease payments. The term does not include fixed assets used in governmental operations.

**Line Item Budget:** A budget that separates spending into categories, or greater detail, such as supplies, equipment, maintenance, or salaries, as opposed to a program budget.

**Local Aid:** Revenue allocated by the state or counties to municipalities and school districts.

**Maturity Date:** The date that the principal of a bond becomes due and payable in full.

**Municipal(s):** (As used in the bond trade) "Municipal" refers to any state or subordinate governmental unit. "Municipals" (i.e., municipal bonds) include not only the bonds of all political subdivisions, such as cities, towns, school districts, special districts, counties but also bonds of the state and agencies of the state.

**Note:** A short-term loan, typically with a maturity date of a year or less.

**Objects of Expenditures:** A classification of expenditures that is used for coding any department disbursement, such as "personal services," "expenses," or "capital outlay."

**Official Statement:** A document prepared for potential investors that contains information about a prospective bond or note issue and the issuer. The official statement is typically published with the notice of sale. It is sometimes called an offering circular or prospectus.

**Operating Budget:** A plan of proposed expenditures for personnel, supplies, and other expenses for the coming fiscal year.

**Overlapping Debt:** A community's proportionate share of the debt incurred by an overlapping government entity, such as a regional school district, regional transit authority, etc.

**Performance Budget:** A budget that stresses output both in terms of economy and efficiency.

**Principal:** The face amount of a bond, exclusive of accrued interest.

**Program:** A combination of activities to accomplish an end.

**Program Budget:** A budget that relates expenditures to the programs they fund. The emphasis of a program budget is on output.

**Purchased Services:** The cost of services that are provided by a vendor.

**Refunding of Debt:** Transaction where one bond issue is redeemed and replaced by a new bond issue under conditions generally more favorable to the issuer.

**Reserve Fund:** An amount set aside annually within the budget of a town to provide a funding source for extraordinary or unforeseen expenditures.

**Revaluation:** The assessors of each community are responsible for developing a reasonable and realistic program to achieve the fair cash valuation of property in accordance with constitutional and statutory requirements. The nature and extent of that program will depend on the assessors' analysis and consideration of many factors, including, but not limited to, the status of

the existing valuation system, the results of an in-depth sales ratio study, and the accuracy of existing property record information.

**Revenue Anticipation Note (RAN):** A short-term loan issued to be paid off by revenues, such as tax collections and state aid. RANs are full faith and credit obligations.

**Revenue Bond:** A bond payable from and secured solely by specific revenues and thereby not a full faith and credit obligation.

**Revolving Fund:** Allows a community to raise revenues from a specific service and use those revenues without appropriation to support the service.

**Sale of Real Estate Fund:** A fund established to account for the proceeds of the sale of municipal real estate other than proceeds acquired through tax title foreclosure.

**Stabilization Fund:** A fund designed to accumulate amounts for capital and other future spending purposes, although it may be appropriated for any lawful purpose.

**Surplus Revenue:** The amount by which cash, accounts receivable, and other assets exceed liabilities and reserves.

**Tax Rate:** The amount of property tax stated in terms of a unit of the municipal tax base; for example, \$14.80 per \$1,000 of assessed valuation of taxable real and personal property.

**Tax Title Foreclosure:** The procedure initiated by a municipality to obtain legal title to real property already in tax title and on which property taxes are overdue.

**Trust Fund:** In general, a fund for money donated or transferred to a municipality with specific instructions on its use. As custodian of trust funds, the treasurer invests and expends such funds as stipulated by trust agreements, as directed by the commissioners of trust funds or by the community's legislative body. Both principal and interest may be used if the trust is established as an expendable trust. For nonexpendable trust funds, only interest (not principal) may be expended as directed.

**Uncollected Funds:** Recently deposited checks included in an account's balance but drawn on other banks and not yet credited by the Federal Reserve Bank or local clearinghouse to the bank cashing the checks. (These funds may not be loaned or used as part of the bank's reserves and they are not available for disbursement.)

**Undesignated Fund Balance:** Monies in the various government funds as of the end of the fiscal year that are neither encumbered nor reserved, and are therefore available for expenditure once certified as part of free cash.

**Unreserved Fund Balance (Surplus Revenue Account):** The amount by which cash, accounts receivable, and other assets exceed liabilities and restricted reserves. It is akin to a "stockholders' equity" account on a corporate balance sheet. It is not, however, available for appropriation in full because a portion of the assets listed as "accounts receivable" may be taxes receivable and uncollected. (See Free Cash)

**Valuation (100 Percent):** The legal requirement that a community's assessed value on property must reflect its market, or full and fair cash value.