



ANNUAL BUDGET

FISCAL YEAR 2022/23



ROCKLIN
CALIFORNIA



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



CITY OFFICIALS

Aly Zimmermann	City Manager
Sherri Conway	Assistant City Manager
Sheri Chapman	City Attorney
Hope Ithurburn	City Clerk

DEPARTMENT REPRESENTATIVES

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

BOARDS & COMMISSIONS

Architectural Review Committee
 Art Task Force
 Board of Appeals
 Community Recognition Commission
 Investment Advisory Committee
 Parks, Recreation & Arts Commission
 Planning Commission

PREPARED BY ADMINISTRATIVE SERVICES FINANCE DIVISION

Daniel Choe	City Treasurer/Deputy Director of Administrative Services
Andy Schiltz	Principal Management Analyst
Ted Williams	Accounting Supervisor
Angela Doyle	Senior Accountant

IN CONJUNCTION WITH DEPARTMENT STAFF

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 ROCKLIN, CA 95677
WWW.ROCKLIN.CA.US



Bill Halldin
Mayor



Ken Broadway
Vice Mayor



Greg Janda
Councilmember



Jill Gayaldo
Councilmember



Joe Patterson
Councilmember

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SECTION 1: INTRODUCTION

Honorable Mayor and City Council Members:

On behalf of the entire City of Rocklin staff, I am pleased to submit the Fiscal Year (FY) 2022/23 Annual Budget, which totals \$102 million (\$89.4 million for operations, \$12.5 million for capital expenditures). A city budget serves as a policy document, a financial plan, a communications device, and an operations guide, reflecting the policies, goals, programs and service priorities of the City Council and the community. The FY 2022/23 Annual Budget matches the estimated available resources to the services desired by the community, such as police, fire, recreation, community development, public works, and administrative services, and represents the spending plan that provides funding for City services and programs.

The budget document itself has been given a “makeover” this year, with the intention to be more open and transparent. The new format incorporates industry best practices and better reflects Rocklin’s status of a City of choice in the greater Sacramento region.

The proposed budget is balanced, and represents the City’s financial plan for the fiscal year beginning July 1, 2022. As we continue to recover from the challenges caused by the COVID-19 pandemic, staff is cautiously optimistic that the recovery will continue. The FY 2022/23 Annual Budget reflects prudent investments in staffing and programs to meet community needs and support priority initiatives.

This past year the City received just over \$7 million in American Rescue Plan Act (ARPA) funding, and to date the City Council has approved spending programs for more than half of the funds. Staff will continue to work to provide those funds to support Rocklin’s residents, non-profit organizations, and business community to bolster the local economy and support those in our community most impacted by the pandemic.

Looking forward to FY 2022/23, the City of Rocklin remains fiscally sound due to prudent and conservative planning by the City Council. However, as we forecast the City’s anticipated revenues and expenses over the next five-year period, it is important to note that steps may be needed in the future to enhance revenues and/or reduce expenditures to combat costs that are naturally rising at a higher rate than revenues. While the revenue outlook is generally positive, we are experiencing increased operational costs, and a gradual slowing of residential development. We will continue to monitor revenues and expenditures to ensure stability.

Current Fiscal Year 2021/22

The FY 2021/22 approved budget totaled \$98.6 million across all funds, with \$85.1 million for operations, and \$13.5 million for capital expenditures. Revenues totaled \$99.7 million. General Fund expenditures were budgeted at \$54.8 million, with \$53.2 million for operations and \$1.6 million for capital expenditures. General Fund revenues totaled \$55.1 million.

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

\$7.4 million was expended, or will be expended, on various street construction and repair projects.

\$5.1 million contract awarded for the construction of the Rocklin Rd. at Pacific St. Roundabout

\$1.7 million in fleet vehicle purchases, including two replacement wildland firefighting vehicles

\$535,600 debt service payment toward the SWRA land purchase

\$438,495 contract awarded for Phase 1 of the SWRA East Trails Expansion

\$270,500 to purchase new and upgraded radio equipment for police department

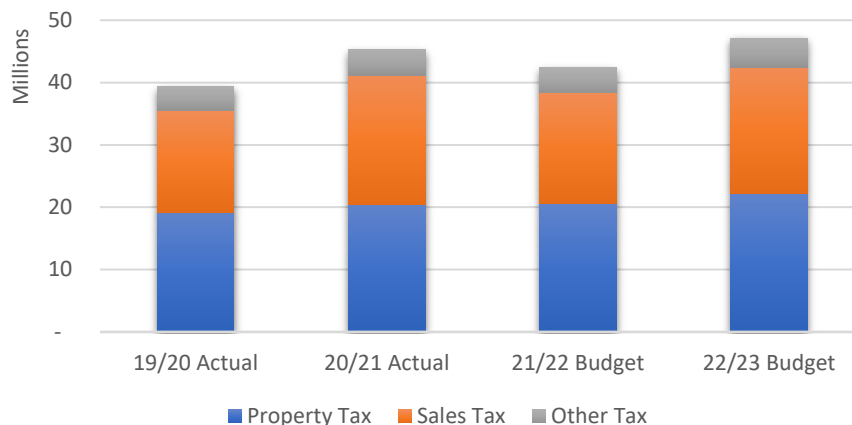
\$49,970 contract for Community Development Department organizational assessment

Fiscal Year 2022/23

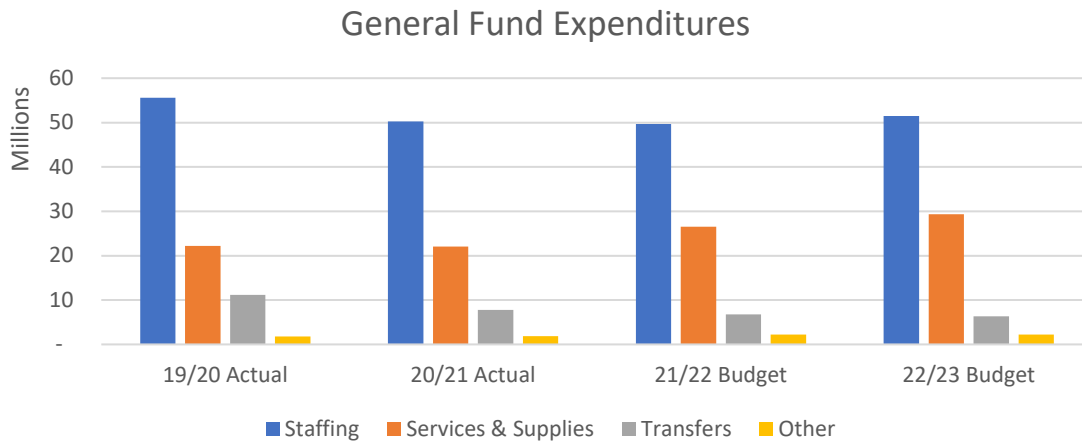
The FY 2022/23 budget totals \$102 million across all funds, with \$89.4 million for operations, \$12.5 million for capital expenditures. Anticipated Revenues total \$104 million, including anticipated General Fund revenues of \$60.4 million.

General Fund revenue projections for FY 2022/23 include a 7% increase in property taxes, for a total of \$22.2 million, and a 14% increase in sales tax, for a total of \$20.2 million. The increases are due to rising home values, and sales growth by Rocklin businesses. Based on actuals over the course of the year, we are projecting an increase to most revenue categories.

General Fund Tax Revenue



General Fund expenditures are budgeted at \$61.6 million, with \$57.3 million for operations and \$4.3 million for capital expenditures. FY 2022/23 General Fund expenditures are projected to be approximately \$6.8 million higher than the current year budget, primarily due to capital improvement plan for Sunset Whitney Recreation Area East Trails and SWRA Park Improvements.



The most significant City costs in the General Fund are related to personnel, which comprise approximately \$41.8 million. Public Safety (police and fire services) totals \$28.6 million. Citywide, there are 3.12 net new positions being added, with one frozen position being funded.

Some of the significant projects and/or expenditures planned for FY 2022/23 include, but are not limited to:

- Complete construction of Rocklin Road/Pacific Street Roundabout;
- Design and construction of a bike pump track at Whitney Park;
- Establish a robust investment portfolio;
- Implement new electronic plan submittal and review system and expand use of online permitting options;
- Restoration of remaining SWRA East Trails;
- Transition to a new citywide public meeting agenda management program and electronic records management system; and
- Upgrade of public safety radio system from analog to digital.

Consistent with City Council direction, long-term fiscal sustainability is reflected in this budget. By year end, General Fund operating reserves will be approximately \$14.2 million; reserved funds for self-insured losses and disaster contingency will be \$2 million and \$1 million, respectively, with an unreserved fund balance of approximately \$17.9 million.

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

Conclusion/Acknowledgements

This budget document is the result of the tireless efforts of many members of Team Rocklin, but was led by Deputy Director of Administrative Services/City Treasurer Daniel Choe. In his first year with the City of Rocklin, Daniel embraced the vision for an enhanced budget document, bringing many creative ideas to the process to achieve that vision. I commend him for the stellar effort he put forth throughout the budget preparation process.

Additionally, thank you to all City employees in each department who contributed to the production of the budget, and who will put into action the intentions this spending plan represents. Finally, the preparation of this budget document would not have been possible without the dedicated efforts of Finance Division staff including Accounting Supervisor Ted Williams, Principle Management Analyst Andrew Schiltz, and Senior Accountant Angela Doyle.

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

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

Respectfully submitted,



Aly Zimmermann
City Manager

GEOGRAPHY

Size | 19.87 square miles

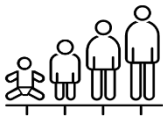
Elevation | 249' above sea level

Average Annual Rainfall | 20.8"

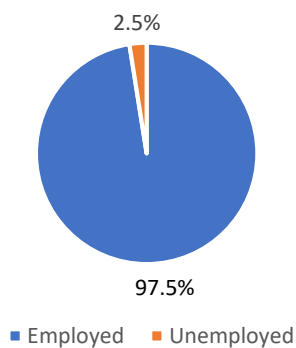
Fire Protection | ISO Rating 2

DEMOGRAPHICS

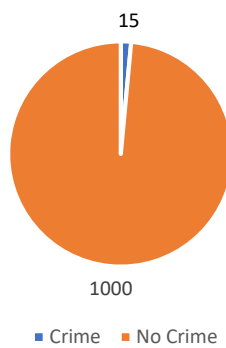
Population | 71,601



Median Age | 37.5

Unemployment Rate

Crime Rate 15.0/1000 Residents (2021)

**ECONOMICS**

Sales Tax 7.25%

Bond Rating

Fitch Ratings AA+

Standard & Poor's AA+

Sales Tax per Capita \$282

Sales Tax Revenue \$20,209,000

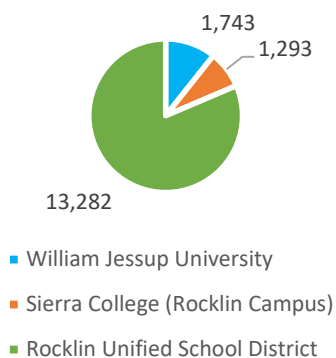
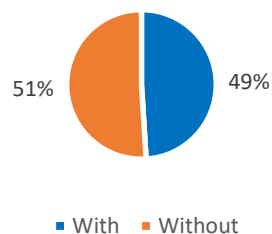


Median Household Income \$98,566



Labor Force (1/22) 33,700

Employment (1/22) 32,700

**EDUCATION | 2021-22 ENROLLMENT****Enrollment****% of Population with 4-Year Degrees**



TOP 10 EMPLOYERS

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

TOP 10 PROPERTY TAXPAYERS

1. Meridian Apartments, LP
2. MGP X Properties, LLC
3. DS Properties 17, LP
4. TCG Rocklin Campus, LLC
5. Garnet Creek, LLC
6. Evergreen SR 1011, LP
7. Roseville Parkway 20, LLC
8. Winsted Apartments, LLC
9. MG Rocklin California, LLC
10. Demmon Rocklin Ranch Partners, LP

Sources:

California Department of Finance
 City of Rocklin Community Development Department
 City of Rocklin Finance Department
 Rocklin Police Annual Report 2021
 Rocklin Unified School District
 Sierra College
 State of California Employment Development Department
 U.S. Bureau of Labor Statistics
 U.S. Census Bureau
 William Jessup University



The City of Rocklin's budget serves many purposes:

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

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

The budget document is divided into five sections:

1. Introduction

The introductory section of the budget provides general information about the City, the City's vision statement, basis of budgeting, budget process, directory of City governing body, and City officials.

2. City Structure

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

3. Budget Schedules

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

4. Departments

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

5. Definitions

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

BUDGET OVERVIEW

The FY 2022/23 Operating and the Capital Improvement Plan budgets total \$102 million for all funds. This Budget supports 259.88 full-time equivalent positions and resources needed to provide the following public services: police, fire, planning and community development, construction and maintenance of streets, storm drains and other infrastructure, parks and recreation, and general government services. The budget is balanced and is developed with focus on the City's long-term needs and fiscal sustainability, consistent with City Council direction.

FY 2022/23 revenue estimates were developed in coordination with the City's tax revenue consultant based on economic indicators, information received from City Departments, historical data, and outside agencies such as the County Assessor, State Department of Finance, and Placer County Transportation Planning Agency.

Anticipated General Fund resources total \$62.8 million. These include a General Fund revenue estimate of \$60.4 million, a 9.1% increase from the FY 2021/22 budget, and \$2.4 million from the General Fund balance. The increase in the General Fund revenue is primarily a result of increasing assessed values for existing property by 2%, new home construction, increased values related to property transfers, and increased sales in Rocklin businesses and online purchases. The majority of other revenue categories are anticipated to increase. The \$2.4 million General Fund balance will be used to offset Sunset Whitney Recreation Area (SWRA) projects and building repairs.

Some of the significant planned expenditures in the proposed budget are listed below. Additional details are provided in the Department sections.

Significant Planned Expenditures

Department	Description	FTE Change	Net Budget Change
Administrative Services	Delete one vacant Accountant II (1.0 FTE) position in the Finance Division, with the reallocation of one Accounting Supervisor position approved in FY 2021/22 pursuant to Resolution No. 2021-227.	(1.00)	-
Fire	Restore funding for one frozen Firefighter (1.0 FTE) position.	-	162,189
Fire	Funding for Station Alerting Year 1 of 2 year project.	-	275,000
Information Technology	Add an Information Technology Specialist (1.0 FTE) position to provide adequate citywide IT Help Desk and application support.	1.00	125,318
Parks & Recreation	Restore SWRA East Trails (\$546,300). Costs will be offset by the General Fund balance commitment for SWRA trails.	-	-
Parks & Recreation	Construction of SWRA Restrooms (\$230,000). Costs will be offset by the General Fund balance commitment for SWRA restrooms.	-	-
Parks & Recreation	Funding for the SWRA Recreation Improvement Project (\$764,800). Costs will be offset by the General Fund balance commitment for park improvements.	-	-
Parks & Recreation	Add an Irrigation Technician (1.0 FTE) position and a truck (\$48,600) to address the workload. This position will allow for the 37 parks to be divided into three regions, creating an overall balance and allow for manageable irrigation maintenance. Costs will be offset by deleting two vacant permanent part-time positions (0.94 FTE).	0.06	48,600

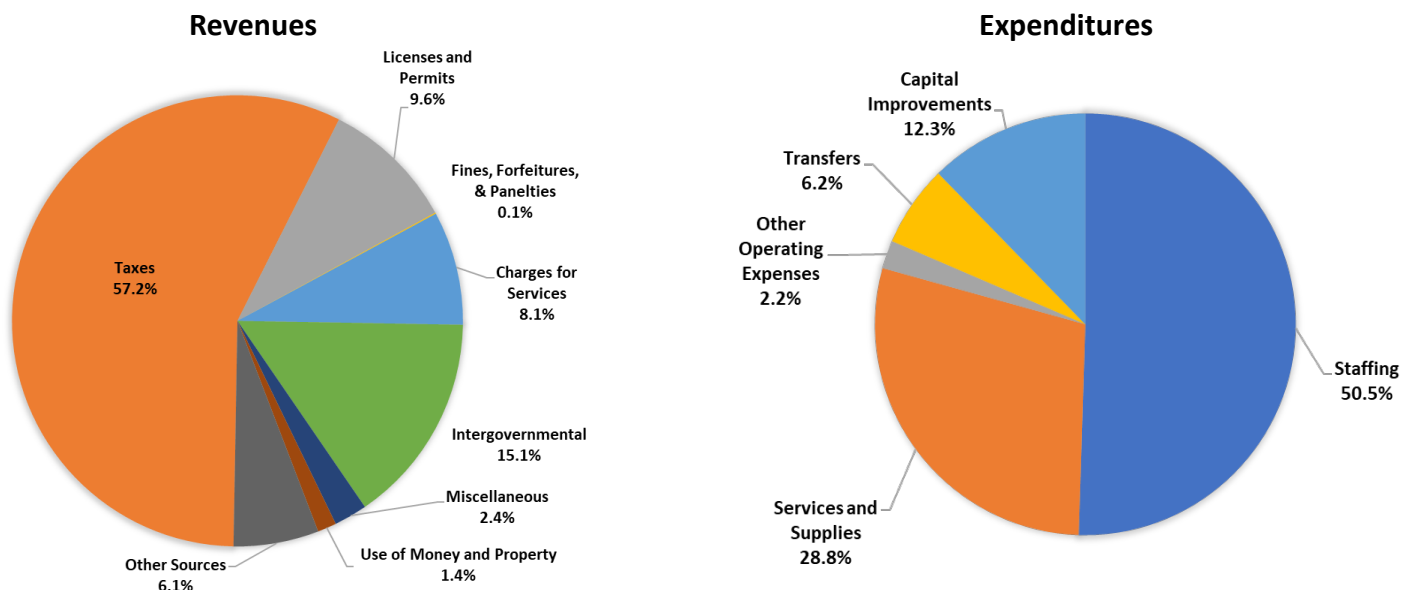
Significant Planned Expenditures (continued)

Department	Description	FTE Change	Net Budget Change
Parks & Recreation	Add a Recreation Coordinator position (1.0 FTE) for venue rentals, monitoring, and supervision of part-time positions. Costs will be offset by deleting a vacant permanent part-time (0.94 FTE) position and reducing non-permanent part-time staffing.	0.06	-
Parks & Recreation	Funding for the Bike Pump Track at Whitney Community Park.	-	920,000
Police	Add two Police Officer (2.0 FTE) positions and a vehicle in the Police Department.	2.00	384,444
Police	Funding to replace the VHF Motorola Radio System as it has reached the end of its useful life and parts are obsolete.	-	350,000
Public Services	Add a Public Services Business Technician (1.0 FTE) position for the implementation and administration of Senate Bill (SB) 1383 – Organic Waste and Recycling. Costs are offset by the SB1383 Local Assistance Grant Program from CalRecycle and increases in franchise tax revenue.	1.00	-
TOTAL		3.12	\$ 2,265,551

In addition, insurance premiums continue to increase. The FY 2022/23 insurance premium and worker's compensation budgets are \$2.9 million, an increase of \$423,800 from the prior fiscal year. The City is a member of the Northern California Cities Self Insurance Fund (NCCSIF), a Joint Powers Authority, established to protect member resources by stabilizing risk costs in a reliable, economical and beneficial manner. The NCCSIF provides coverage and services in risk management and claims management. The NCCSIF members' historical loss data is used when budgeting for claims costs and expenses for the upcoming fiscal year.

Additional details on the 2023-2027 Capital Improvement Plan, planned fleet and other equipment purchases are provided in Schedule 7.

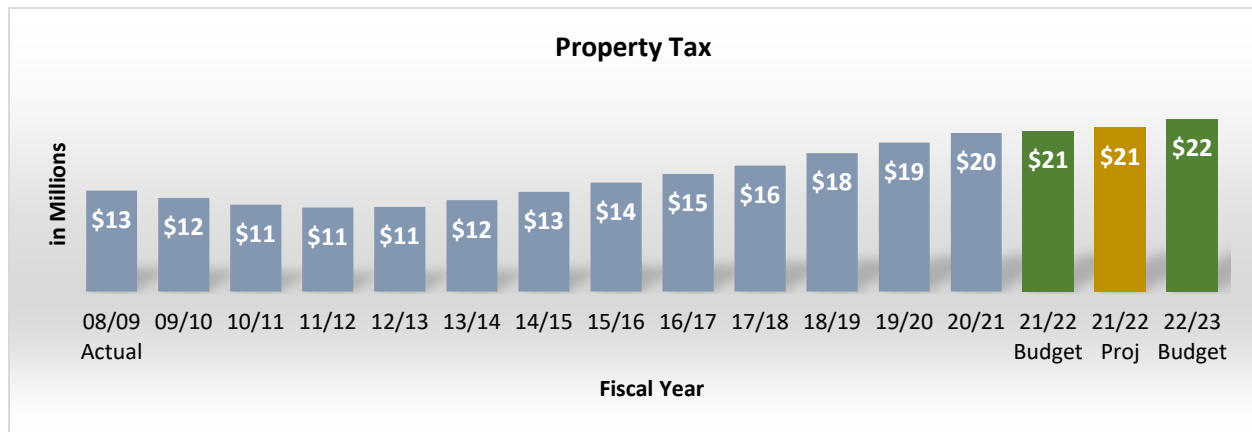
The following charts show revenue and expenditure percent allocations by category for all funds.



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

PROPERTY TAX

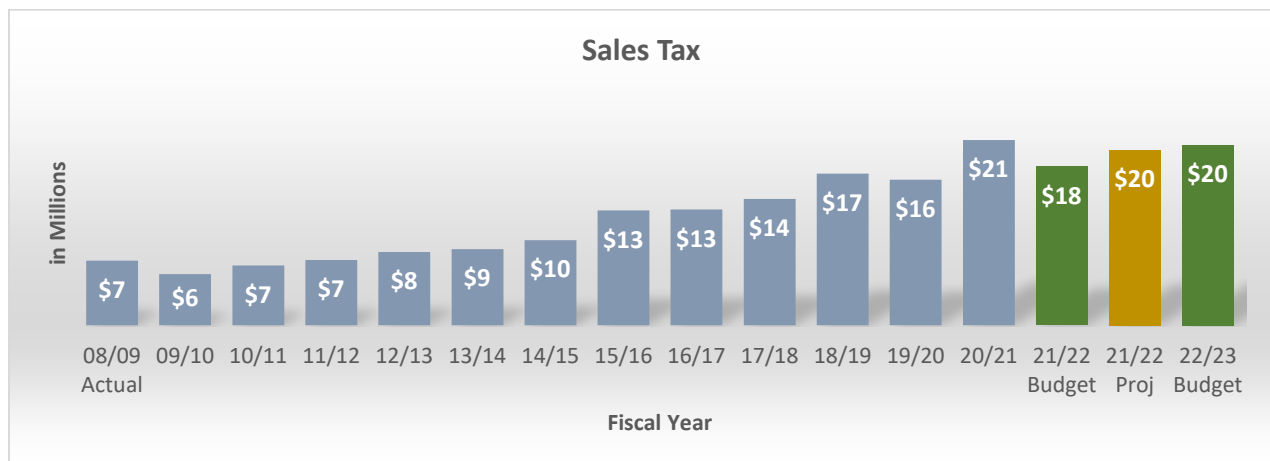
The FY 2022/23 budget is \$22.2 million, a 7% increase from the FY 2021/22 budget. Property taxes are the largest component of General Fund revenues at 40% of total General Fund revenue less transfers in for FY 2022/23. Property tax has risen steadily since a recession low of \$10.8 million in FY 2011/12. This is due to a combination of rising home values and new home construction.



Under California law, property taxes are assessed and collected by the counties up to 1% of assessed value, plus other increases approved by the voters. The property taxes go into a pool and then are allocated to the cities by statutory formula. Approximately 12.6% of ad valorem property taxes levied in Rocklin come in to the City.

SALES TAX

The FY 2022/23 sales tax budget is \$20.2 million, a 14% increase from the FY 2021/22 budget. Sales taxes are the second largest source of General Fund revenues at 37% of the total General Fund revenue less transfers in. Sales tax has risen steadily since a recession low of \$5.7 million in FY 2009/10 as many Rocklin businesses experienced sales growth, as well as higher online purchases.



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

GENERAL FUND FIVE YEAR FORECAST

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

In an effort to develop budget with focus on both short- and long-term context, staff developed the following General Fund Five-Year Forecast as part of the annual budget process.

General Fund 5-Year Forecast	FY2022/23 Budget	FY2023/24 Projection	FY2024/25 Projection	FY2025/26 Projection	FY2026/27 Projection
Revenues					
Revenue	60,349,100	61,717,900	63,730,400	64,898,700	66,997,400
Other Sources	2,414,600				
Total Resources	62,763,700	61,717,900	63,730,400	64,898,700	66,997,400
Expenditures					
Operations	57,272,800	58,526,300	60,789,700	62,943,700	65,796,000
Capital Improvements	4,349,000	2,278,300	874,200	1,172,200	560,100
Contribution to Ops Reserve	1,099,300	319,700	567,200	545,200	712,500
Total Expenditures	62,721,100	61,124,300	62,231,100	64,661,100	67,068,600
Net Resources / (Deficit)	\$42,600	\$593,600	\$1,499,300	\$237,600	(\$71,200)

The forecast is based on the FY 2022/23 budget which was developed in coordination with the City's tax revenue consultant based on national, State, regional and local economic data, information received from City Departments, historical data, and data from other agencies. Expenditures in the forecast incorporate the City Key Management Practices in maintaining an operating reserve equal to 25% of the budgeted expenditures in the General Fund (less any capital equipment, project budget, and transfers out), known labor increases, and utility rate increases impacting the City.

FYs 2022/23 through 2025/26 are balanced; however, the growth in expenditures is anticipated to outpace revenues beginning in FY 2026/27. Therefore, it is important to continue to maintain sufficient level of fund balance, coupled with strategically using one-time resources in mitigating future challenges.

KEY MANAGEMENT PRACTICES

By the year end, General Fund operating reserve will be approximately \$14.2 million. The emergency reserve and self-insured losses reserve will be \$1 million and \$2 million, respectively. The ratio between personnel expenditures and operations/maintenance for all funds is 63:37, in keeping with the "75:25" operating expenditure rule. Finally, projected ending fund balances for all funds will be approximately \$104.9 million and approximately \$17.9 million for the General Fund.

BASIS OF BUDGETING

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

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

Descriptions of the funds included in the budget are found in the Appendix.

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

KEY MANAGEMENT PRACTICES

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

Capital Improvement Plan

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

Capital Assets

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

Fleet Equipment

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

Risk Management

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

One-Time Revenue

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

Debt Policy

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

Capital Needs Financing

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

Capital Expenditures

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

Indirect Cost Allocation

An Indirect Cost Allocation (ICA) calculation is done during the budget process to allocate General Fund support service costs to other funds. The City will exclude Capital Project Funds from the ICA calculations for the budget year. Capital Projects Funds consist of nonrecurring purchases; therefore, exclusion from the ICA calculation will prevent reliance on one-time funds to balance the General Fund budget. For the year-end actuals, the ICA calculations will include Capital Projects Funds.

Operating Funds – Operating Expenditures

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

De-Obligation

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

General Fund Operating Reserve

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

Disaster Contingency Reserve

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

Self-Insured Losses Reserve

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

Retirees’ Health Fund

The City will maintain a Retirees’ Health Fund, which will be used to fund the Retirees’ Health Trust to offset retirees’ health accrued liability. Additionally, the Retirees’ Health Fund will be partially funded by annual transfers-in of 5% of the General Fund’s current fiscal year’s fund balance unreserved surplus.

Fleet Capital Reserve

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

General Fund – Special Reserve Funds

After calculating the 25% General Fund Operating Reserve, 75% of remaining General Fund surplus (net amount by which the unreserved fund balance is increased in that fiscal year) will be split between: GF-Economic Reserve Fund (10%), GF-Building Reserve (20%), Retiree’s Health Fund (5%), Fleet Reserve Fund (20%), City Council Community Fund (10%), and a payment towards the City’s unfunded pension liability (35%).

Unfunded Pension Liability Reduction

An additional 1% will be added to the employer rate of unfunded pension liability which will be used to pay down the City's unfunded pension liability. In addition, after all General Fund-Special Reserve fund transfers, if it is determined that the projected (current) fiscal year will have an increase in the General Fund unassigned (unreserved) Fund Balance, 50% of this increase will be used to pay down the City's unfunded pension liability. This transfer of funds will occur during the budget process following each year in which an increase occurs.

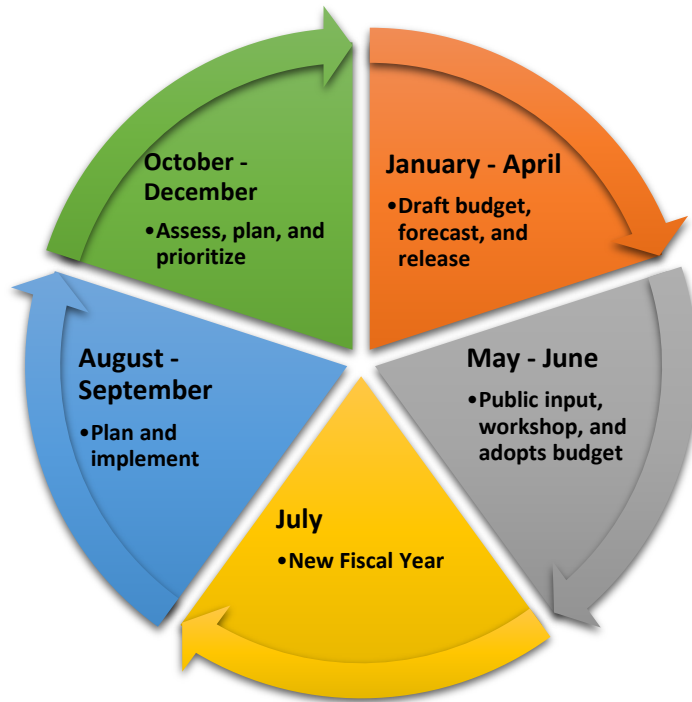
"75:25" Operating Expenditure Rule

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



BUDGET PROCESS

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



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

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

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

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



SECTION 2: CITY STRUCTURE

ABOUT ROCKLIN

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

Rocklin is a preferred location to live, work, visit, and grow business because of its convenient location, excellent schools and universities, abundant recreational opportunities, and the highest commitment to public safety. Rocklin is located in proximity to many tourist locations and recreational amenities. It is within 20 minutes of Folsom Lake, 30 minutes of downtown and Old Sacramento, and less than two hours from Lake Tahoe, the Pacific Ocean, and the Bay Area.

Rocklin has been one of the fastest growing cities in California. The City's population grew 64 percent from 2000-2014 with a current population of approximately 71,601, according to the California Department of Finance. In September 2021, Money Magazine ranked the City in the top 50 Best Places to Live in America. The City was one of only two California cities to make the list.

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

GOVERNANCE

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

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

HISTORY OF ROCKLIN

Founded on Granite

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

First Developed Land

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

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

Modern Business Expansion

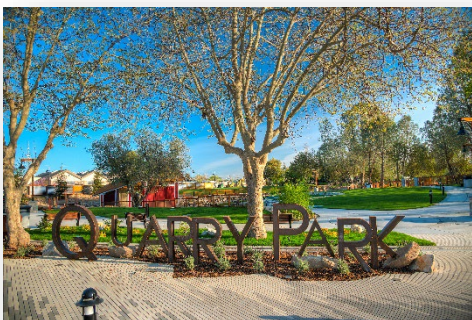
Beginning in the 1980s, Rocklin realized the benefits of a lower cost of living and land that drew high technology firms and other industries to the region. This resulted in an expansion of commercial and residential development, including Stanford Ranch, the 3,000-acre master planned community that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

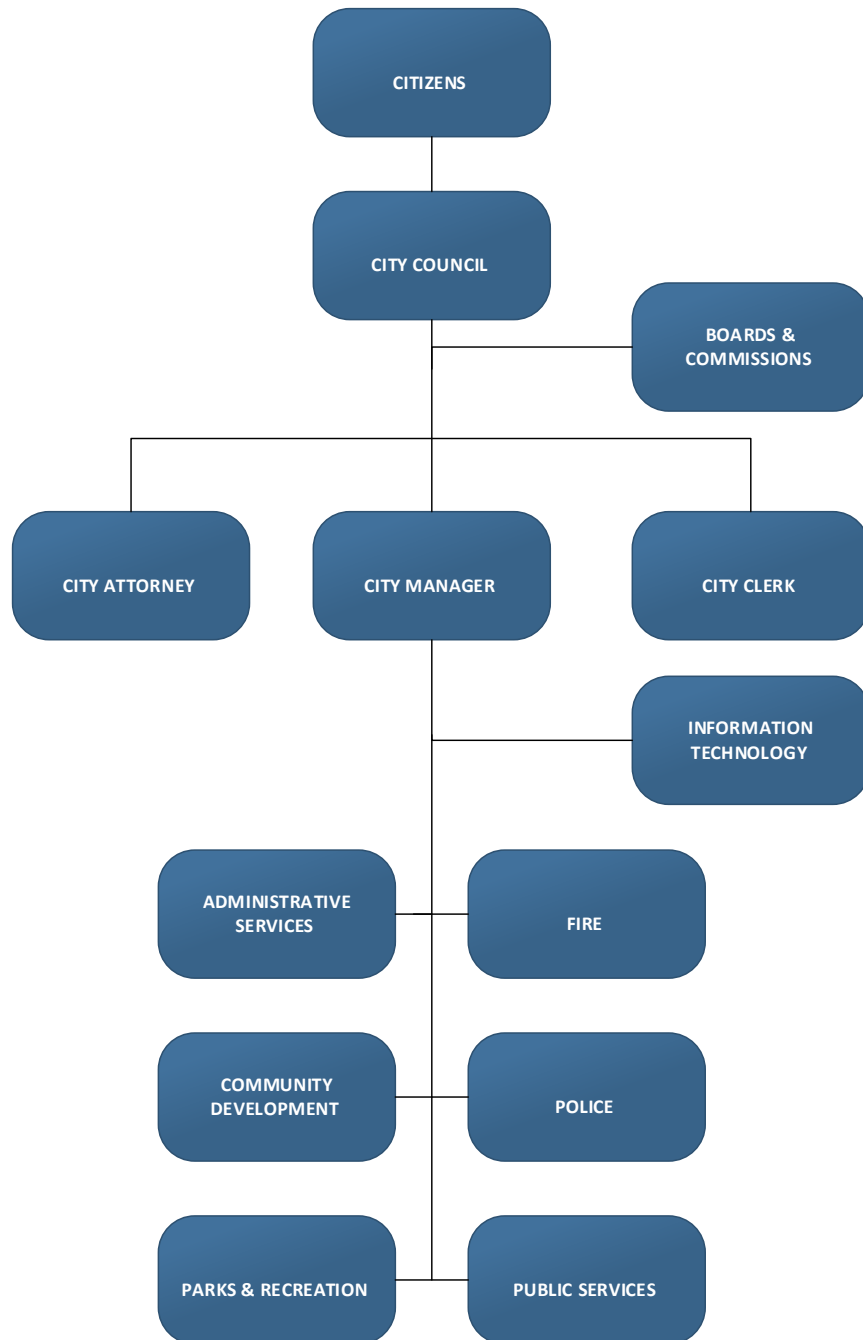
Looking Forward

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

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

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







SECTION 3: SCHEDULES

SCHEDULE 1A
Appropriations by Department

	Actual FY2019/20	Actual FY2020/21	Approved Budget FY2021/22	Revised Budget FY2021/22	Approved Budget FY2022/23	Change Increase/ (Decrease)
DEPARTMENT						
City Council	50,497	44,008	97,800	97,800	97,800	-
City Manager	1,337,236	1,044,804	1,350,300	1,358,800	1,251,000	(107,800)
City Attorney	891,396	875,970	1,068,300	1,108,800	1,118,400	9,600
City Clerk	222,532	322,224	346,700	350,700	398,000	47,300
Administrative Services	19,544,158	11,848,111	9,863,700	9,891,700	10,436,600	544,900
Community Development	5,454,286	4,807,461	6,293,400	6,476,800	8,109,500	1,632,700
Fire	13,801,698	13,125,350	14,123,900	14,659,400	14,188,200	(471,200)
Information Technology	2,318,795	2,743,989	3,242,300	3,306,300	3,461,700	155,400
Parks and Recreation	7,985,384	7,019,613	8,284,700	8,317,700	10,540,900	2,223,200
Police	18,181,143	19,182,193	21,005,100	21,096,600	21,967,400	870,800
Public Services	21,847,310	18,731,160	29,122,700	29,944,500	25,868,700	(4,075,800)
Non-Departmental	15,566,115	13,486,833	3,875,800	3,875,800	4,499,000	623,200
TOTAL	\$ 107,200,549	\$ 93,231,716	\$ 98,674,700	\$ 100,484,900	\$ 101,937,200	\$ 1,452,300

SCHEDULE 1B
Appropriations by Category and Department

	Revenues	Staffing	Services/ Supplies	Other Operating Expenses	Transfers	CIP	Total Obligations	Net Operating
DEPARTMENT								
City Council	-	44,000	53,800	-	-	-	97,800	(97,800)
City Manager	-	980,000	271,000	-	-	-	1,251,000	(1,251,000)
City Attorney	28,100	671,300	419,000	-	28,100	-	1,118,400	(1,090,300)
City Clerk	-	288,300	109,700	-	-	-	398,000	(398,000)
Administrative Services	17,802,700	6,816,700	1,943,600	1,065,200	611,100	-	10,436,600	7,366,100
Community Development	4,910,400	3,530,900	4,201,000	-	377,600	-	8,109,500	(3,199,100)
Fire	2,711,200	10,107,000	1,619,900	-	2,186,300	275,000	14,188,200	(11,477,000)
Information Technology	30,900	1,531,400	1,930,300	-	-	-	3,461,700	(3,430,800)
Parks and Recreation	4,009,800	2,905,900	4,409,800	-	715,500	2,509,700	10,540,900	(6,531,100)
Police	1,769,200	18,541,400	2,221,100	-	201,500	1,003,400	21,967,400	(20,198,200)
Public Services	8,015,100	6,025,200	9,761,400	1,135,600	194,000	8,752,500	25,868,700	(17,853,600)
Non-Departmental	64,962,000	40,000	2,412,000	100	2,046,900	-	4,499,000	60,463,000
TOTAL	\$ 104,239,400	\$ 51,482,100	\$ 29,352,600	\$ 2,200,900	\$ 6,361,000	\$ 12,540,600	\$ 101,937,200	\$ 2,302,200

SCHEDULE 2

Sources, Uses, and Changes in Fund Balance

	Sources		Uses		Other Sources/ (Uses)	Surplus/ (Deficit)	Fund Balance	
	Revenues	Operations	CIP	Total Obligations			Beginning Balance	Ending Balance
FUNDS								
General Funds								
General Fund	60,349,100	57,272,800	4,349,000	61,621,800	1,315,300	42,600	17,836,200	17,878,800
General Fund Reserve ¹	-	-	-	-	(1,315,300)	(1,315,300)	21,860,400	20,545,100
General Fund - QP Amphitheater Events	83,500	55,500	-	55,500	-	28,000	20,200	48,200
General Fund - QP Adventures Shortfall	-	-	-	-	-	-	240,000	240,000
General Fund - Economic Development	-	81,100	-	81,100	-	(81,100)	428,100	347,000
Boroski Landfill Monitoring Trust	28,100	28,100	-	28,100	-	-	-	-
Retirees Health	2,289,700	2,289,700	-	2,289,700	-	-	206,000	206,000
Technology Fee	476,200	900,200	-	900,200	-	(424,000)	1,237,200	813,200
Subtotal General Funds	63,226,600	60,627,400	4,349,000	64,976,400	-	(1,749,800)	41,828,100	40,078,300
Capital Project Funds								
Community Park Fees	186,500	80,700	-	80,700	-	105,800	(149,800)	(44,000)
Capital Construction Tax	1,958,300	532,400	136,300	668,700	-	1,289,600	4,035,400	5,325,000
Reserve For LRBS Debt Service	-	-	-	-	-	-	1,059,300	1,059,300
Oak Tree Mitigation Fees	251,800	164,100	-	164,100	-	87,700	106,800	194,500
Reserve For SWRA Debt Service	-	249,600	-	249,600	-	(249,600)	495,300	245,700
North West Rocklin Community Park Fees	474,100	-	920,000	920,000	-	(445,900)	937,400	491,500
Park Development Fees	748,300	43,100	-	43,100	-	705,200	426,400	1,131,600
Reserve For SWRA Debt Service	-	217,900	-	217,900	-	(217,900)	432,500	214,600
Public Facilities Impact Fees	218,900	10,200	-	10,200	-	208,700	774,700	983,400
Traffic Circulation Impact Fees	2,988,700	542,600	30,000	572,600	-	2,416,100	14,134,000	16,550,100
Traffic Circulation Impact Fees Loans	-	-	-	-	-	-	971,100	971,100
Whitney Ranch Interchange Fee	195,200	-	-	-	-	195,200	1,333,400	1,528,600
Whitney Ranch Trunk Sewer Fees	93,300	-	-	-	-	93,300	558,800	652,100
Subtotal Capital Projects Funds	7,115,100	1,840,600	1,086,300	2,926,900	-	4,188,200	25,115,300	29,303,500
Debt Service Fund								
Capital Construction - Debt Service	532,400	529,500	-	529,500	-	2,900	2,700	5,600
Subtotal Debt Service Fund	532,400	529,500	-	529,500	-	2,900	2,700	5,600
Internal Service Funds								
Risk Management	3,314,900	3,303,900	-	3,303,900	-	11,000	1,731,900	1,742,900
Self Insured Losses	-	-	-	-	-	-	2,372,600	2,372,600
Disaster Contingency	-	-	-	-	-	-	1,000,000	1,000,000
Vehicle Fleet Management	2,871,100	2,872,400	171,500	3,043,900	-	(172,800)	2,989,800	2,817,000
Vehicle Fleet Net Capitalized Assets	-	-	-	-	-	-	5,587,000	5,587,000
Subtotal Internal Service Funds	6,186,000	6,176,300	171,500	6,347,800	-	(161,800)	13,681,300	13,519,500
Permanent Funds								
Conservation Easement Endowment	1,200	1,200	-	1,200	-	-	453,500	453,500
Wetlands Maint Trust Parcel 34	1,600	2,500	-	2,500	-	(900)	67,400	66,500
Subtotal Permanent Funds	2,800	3,700	-	3,700	-	(900)	520,900	520,000
Special Revenue Funds								
Asset Forfeiture - Federal	-	-	-	-	-	-	10,100	10,100
Asset Forfeiture - State	101,500	15,000	-	15,000	-	86,500	265,400	351,900
Bicycle and Pedestrian Facilities	70,000	70,000	-	70,000	-	-	-	-
CASp Certification & Training	-	-	-	-	-	-	52,000	52,000
CDBG - COVID-19 CARES Act	229,300	229,300	-	229,300	-	-	-	-
CDBG - First Time Home Buyers	-	-	-	-	-	-	103,200	103,200
CDBG - First Time Home Buyers Loans	-	-	-	-	-	-	21,000	21,000
CDBG - HUD Entitlement	284,200	284,200	-	284,200	-	-	-	-
CDBG 2000 - Oak Court	-	-	-	-	-	-	265,600	265,600
CDBG 2000 - Oak Court Loans	-	-	-	-	-	-	110,000	110,000
CDBG Housing Rehabilitation	-	-	-	-	-	-	156,000	156,000
CDBG Housing Rehabilitation Loans	-	-	-	-	-	-	188,000	188,000

¹ Refer to Schedule 8 for General Fund reserves.

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

	Sources	Uses			Other Sources/ (Uses)	Surplus/ (Deficit)	Fund Balance	
	Revenues	Operations	CIP	Total Obligations			Beginning Balance	Ending Balance
FUNDS								
Community Facilities District No. 1	2,195,800	2,195,800	-	2,195,800	-	-	-	-
Community Facilities District No. 5	6,483,700	5,958,000	57,200	6,015,200	-	468,500	3,250,000	3,718,500
Community Facilities District No. 6	352,400	411,700	3,800	415,500	-	(63,100)	188,700	125,600
Gas Tax	2,065,600	1,998,900	453,300	2,452,200	-	(386,600)	531,300	144,700
Grants & Other Reimbursables	100,300	100,300	-	100,300	-	-	-	-
Landscaping & Lighting Maint District No. 2	2,567,600	2,732,600	29,200	2,761,800	-	(194,200)	1,380,800	1,186,600
Lighting Maintenance District No. 1	249,000	246,400	2,600	249,000	-	-	-	-
Low Mod Income Housing Asset	9,900	1,840,000	-	1,840,000	-	(1,830,100)	2,369,800	539,700
Low Mod Income Loans	-	-	-	-	-	-	8,399,600	8,399,600
Park Tax Special Assessment	645,400	645,400	-	645,400	-	-	-	-
Recreation Facilities Contribution	-	-	-	-	-	-	1,600	1,600
Sales Tax - SB325	4,343,900	2,115,900	1,360,000	3,475,900	-	868,000	3,742,100	4,610,100
SB1 Road Maint & Rehabilitation	1,607,400	32,800	500,000	532,800	-	1,074,600	378,800	1,453,400
Streets SR/Grants	4,527,700	-	4,527,700	4,527,700	-	-	-	-
Supplemental Law Enforcement Svc AB3229	183,800	183,800	-	183,800	-	-	-	-
Traffic Safety Trust	256,100	256,100	-	256,100	-	-	-	-
Transit Funds - SB325	902,900	902,900	-	902,900	-	-	-	-
Subtotal Special Revenue Funds	27,176,500	20,219,100	6,933,800	27,152,900	-	23,600	21,414,000	21,437,600
TOTAL	\$ 104,239,400	\$ 89,396,600	\$ 12,540,600	\$ 101,937,200	\$ -	\$ 2,302,200	\$ 102,562,300	\$ 104,864,500

SCHEDULE 3

Revenues by Category for All Funds

	Actual FY2019/20	Actual FY2020/21	Approved Budget FY2021/22	Revised Budget FY2021/22	Approved Budget FY2022/23	Change Increase/ (Decrease)
ALL FUNDS						
Taxes						
Property Tax - Secured	12,071,541	12,691,274	13,033,700	13,033,700	13,858,500	824,800
Property Tax - Unsecured	248,963	291,325	263,900	263,900	273,200	9,300
Property Tax - Prior Unsecured	1,796	1,933	2,000	2,000	2,000	-
Property Tax - RDA Residual District	880,997	1,066,320	987,500	987,500	1,200,000	212,500
Property Tax - Supplemental	337,347	395,790	187,500	187,500	254,100	66,600
Property Tax In Lieu MVLF	5,602,540	5,939,349	6,206,600	6,206,600	6,603,500	396,900
Subtotal Property Taxes	19,143,184	20,385,991	20,681,200	20,681,200	22,191,300	1,510,100
Sales Tax	15,826,208	20,217,932	17,208,100	17,328,100	19,572,200	2,244,100
Sales Tax - Public Safety	490,403	524,829	442,700	442,700	636,800	194,100
Subtotal Sales Taxes	16,316,612	20,742,761	17,650,800	17,770,800	20,209,000	2,438,200
Business License Tax	403,484	411,436	357,000	357,000	415,400	58,400
Special District Assessment	612,175	627,285	643,600	643,600	645,400	1,800
Special Tax Revenue	6,963,717	7,864,237	8,004,600	8,004,600	9,005,400	1,000,800
Street Lighting Assessment	2,577,215	2,658,420	2,735,800	2,735,800	2,812,000	76,200
Transfer Tax	474,753	720,525	510,000	510,000	600,000	90,000
Transient Occupancy Tax	745,025	685,515	800,000	800,000	1,272,000	472,000
TOT - Short-Term Rental	-	3,381	2,000	2,000	18,000	16,000
Utility Franchise Tax	2,267,704	2,351,705	2,369,400	2,369,400	2,416,800	47,400
Subtotal Other Taxes	14,044,073	15,322,504	15,422,400	15,422,400	17,185,000	1,762,600
Total Taxes	49,503,869	56,451,256	53,754,400	53,874,400	59,585,300	5,710,900
Licenses and Permits						
Animal License	58,735	56,238	65,000	65,000	65,000	-
Building Permit	3,322,961	4,874,488	2,998,000	2,998,000	3,161,300	163,300
Capital Construction Fees	1,616,562	2,887,626	2,190,400	2,190,400	1,946,800	(243,600)
Certificate Of Occupancy	7,880	14,400	17,000	17,000	19,000	2,000
EIQ - CEQA	31,641	41,976	30,100	30,100	29,000	(1,100)
Encroachment Permit	84,464	131,345	80,000	80,000	100,000	20,000
Fire Operational Permits	47,448	43,129	45,000	45,000	45,000	-
Grazing Permit	-	-	1,000	1,000	1,000	-
Home Occupation Permit	18,817	26,068	20,000	20,000	20,800	800
Land Use Permits	70,616	118,523	76,000	76,000	83,600	7,600
Land Use Variances	1,093	1,639	3,000	3,000	1,300	(1,700)
Oak Tree Mitigation Fees	24,461	219,613	187,900	187,900	250,000	62,100
Other Licenses & Permits	3,957	2,819	5,000	5,000	3,000	(2,000)
Oversize Load Permits	5,454	4,492	5,000	5,000	5,000	-
Park Development Fees	386,524	732,496	731,000	731,000	889,600	158,600
Plan Duplication Processing	1,864	1,131	1,700	1,700	1,600	(100)
Public Facilities Impact Fee	238,110	353,806	386,600	386,600	216,300	(170,300)
Traffic Impact Fees	2,540,153	2,742,616	2,783,700	2,783,700	2,414,200	(369,500)
Whitney Oaks Park Development Fees	500	-	-	-	-	-
Whitney Ranch Interchange	441,541	179,136	202,200	202,200	190,800	(11,400)
Whitney Ranch- NWR Park Fee	109,145	42,336	398,500	398,500	470,500	72,000
Whitney Ranch Trunk Sewer Prj Fee	70,216	77,184	87,100	87,100	93,000	5,900
Subtotal Licenses and Permits	9,082,142	12,551,061	10,314,200	10,314,200	10,006,800	(307,400)

SCHEDULE 3 (continued)
Revenues by Category for All Funds

	Actual FY2019/20	Actual FY2020/21	Approved Budget FY2021/22	Revised Budget FY2021/22	Approved Budget FY2022/23	Change Increase/ (Decrease)
ALL FUNDS						
Fines, Forfeitures, & Penalties						
Statute Violation Fines	80,592	64,567	60,000	60,000	60,000	-
Int/Penalty Delinquent Assess	16,363	15,315	-	-	-	-
Business License Penalties	7,399	1,934	8,400	8,400	5,000	(3,400)
Parking Citations	22,285	10,522	15,000	15,000	10,000	(5,000)
Vehicle Cite Corr-Sign Off	690	945	700	700	1,500	800
DUI Cost Recovery	2,494	-	300	300	500	200
Other Fines/Forfeiture/Penalties	16,989	6,290	14,300	14,300	11,100	(3,200)
Subtotal Fines, Forfeitures, & Penalties	146,812	99,573	98,700	98,700	88,100	(10,600)
Charges for Services						
Admission Fees	26,768	550	13,800	13,800	50,000	36,200
Animal Return Fee	2,423	840	2,500	2,500	2,500	-
Annexation Fees	47,665	29,418	-	-	-	-
Annual Business Inspection	5,356	9,245	11,000	11,000	11,000	-
BL CASp Fee -SB 1186	15,863	15,874	15,000	15,000	-	(15,000)
Brycer Inspection Compliance Fees	-	-	600	600	400	(200)
Business License Application Fees	14,799	15,154	12,800	12,800	14,400	1,600
Concurrent Application Fees	102,765	104,602	76,700	76,700	81,100	4,400
Contract Services	215,378	169,850	161,700	161,700	167,700	6,000
Copies	760	1,365	2,000	2,000	2,000	-
Dental Benefits Revenue	349,076	330,726	301,600	301,600	324,300	22,700
Engineering Inspection Fees	419,959	569,189	310,000	310,000	400,000	90,000
Engineering Map Check Fees	79,008	29,480	34,000	34,000	24,000	(10,000)
Engineering Plan Check Fees	426,848	287,477	180,000	180,000	225,000	45,000
False Alarm Fee	61,077	63,579	50,000	50,000	30,000	(20,000)
Fingerprinting Fees	14,808	235	15,000	15,000	10,000	(5,000)
Fire Fees	160,523	243,109	166,000	166,000	166,000	-
First Responder Fees	-	-	268,900	268,900	250,000	(18,900)
Fleet Internal Service Revenue	2,333,677	2,104,084	2,905,000	2,905,000	2,853,500	(51,500)
Flood Zone	-	1,622	-	-	-	-
General Liabilities Insurance	911,588	996,192	983,600	983,600	1,256,600	273,000
Grading Plan Fees	-	2,083	2,000	2,000	1,000	(1,000)
Impound & Repo Fees	14,745	19,056	16,000	16,000	19,000	3,000
Improvement Plan Revision Fee	850	-	500	500	3,400	2,900
Insurance Claim Revenue	34,456	4,051	-	-	-	-
Massage Technician Permits	5,219	6,295	5,000	5,000	7,500	2,500
Miscellaneous Engineering Fees	-	-	500	500	8,200	7,700
NWRRA Admin Fee	7,386	579	-	-	-	-
Program Fees	45,596	76,161	71,500	71,500	107,000	35,500
Records Maintenance Fee	28,638	27,429	22,000	22,000	28,000	6,000
Reports	223	520	400	400	500	100
Sale of Advertising	44,200	-	26,000	26,000	17,000	(9,000)
Sierra College Contract	579,526	652,736	600,000	600,000	600,000	-

SCHEDULE 3 (continued)
Revenues by Category for All Funds

	Actual FY2019/20	Actual FY2020/21	Approved Budget FY2021/22	Revised Budget FY2021/22	Approved Budget FY2022/23	Change Increase/ (Decrease)
ALL FUNDS						
State Bldg Standard Admin Fee	954	1,465	1,000	1,000	1,000	-
Tentative Subdivision Maps	90,916	43,123	62,400	62,400	58,700	(3,700)
Unemployment Insurance Allocation	-	-	68,700	68,700	40,000	(28,700)
Vision Benefits Revenue	45,050	42,762	27,600	27,600	27,500	(100)
Weed Abatement Fees	33,911	55,380	45,000	45,000	55,000	10,000
Workers Comp Insur Revenue	1,369,871	1,390,732	1,504,700	1,504,700	1,655,500	150,800
Subtotal Charges for Services	7,489,882	7,294,963	7,963,500	7,963,500	8,497,800	534,300
Intergovernmental						
Asset Forfeiture	161,818	224,015	100,000	100,000	100,000	-
COBRA Revenue	2,369	3,772	-	-	-	-
County/Local Grants	13,270	270,384	10,000	10,000	80,000	70,000
Federal Grants	2,420,120	1,471,152	4,735,700	4,888,700	4,206,700	(682,000)
Gas Tax Section 2103	477,497	469,356	542,100	542,100	694,000	151,900
Gas Tax Section 2105	353,245	358,409	398,200	398,200	454,700	56,500
Gas Tax Section 2106	231,898	229,493	255,600	255,600	286,600	31,000
Gas Tax Section 2107	446,039	484,988	506,500	506,500	621,100	114,600
Gas Tax Section 2107.5	7,500	7,500	7,500	7,500	7,500	-
Post Reimbursements	17,060	6,078	19,000	19,000	20,000	1,000
RATTF Revenue	115,276	101,655	115,000	115,000	115,000	-
Reimbursement Revenue	1,133,304	1,405,666	1,027,900	1,169,300	702,100	(467,200)
Road Mainten & Rehab Allocation SB 1	1,102,588	1,290,455	1,351,400	1,351,400	1,606,300	254,900
Special Revenue	-	-	2,500,000	2,500,000	868,000	(1,632,000)
STA Revenue	469,738	271,886	376,100	376,100	594,300	218,200
State Gas Tax	4,450,609	3,125,793	3,571,800	3,571,800	4,338,900	767,100
State Gas Tax Article 8(C)	142,748	179,940	411,100	411,100	308,600	(102,500)
State Grants	313,646	491,890	936,400	936,400	556,100	(380,300)
State HOPTR	84,204	84,884	82,700	82,700	84,000	1,300
State Motor Vehicle In Lieu	54,807	51,597	-	-	-	-
State Realignment	100,000	100,000	100,000	100,000	100,000	-
Successor Agency Admin Fee	250,000	125,000	60,400	60,400	60,400	-
Traffic Congestion Relief- SB 1	77,851	-	-	-	-	-
Subtotal Intergovernmental	12,425,587	10,753,913	17,107,400	17,401,800	15,804,300	(1,597,500)
Miscellaneous						
Cap Facilities Impact Admin Fee	26,206	50,124	25,000	25,000	11,000	(14,000)
Contributed Capital	2,325,573	161,938	-	-	-	-
Donations	1,501	2,798	-	-	-	-
Mandated Payments Revenue	25,517	12,590	-	-	-	-
Miscellaneous Revenues	140,855	158,897	33,000	33,000	36,000	3,000
Rebate Payment	25,894	24,850	26,000	26,000	26,000	-
Retirees Health Revenue	3,152,000	3,120,000	2,213,000	2,213,000	2,289,000	76,000
Sale of Taxable Items	197	789	800	800	900	100
Special Assessment Admin Fee	183,850	166,800	117,800	117,800	120,500	2,700
Subtotal Miscellaneous	5,881,593	3,698,786	2,415,600	2,415,600	2,483,400	67,800

SCHEDULE 3 (continued)
Revenues by Category for All Funds

	Actual FY2019/20	Actual FY2020/21	Approved Budget FY2021/22	Revised Budget FY2021/22	Approved Budget FY2022/23	Change Increase/ (Decrease)
ALL FUNDS						
Use of Money and Property			-			
GASB No. 31 FMV Adjustment	230,246	(314,667)	-	-	-	-
Interest Income	2,000,816	679,255	285,500	285,500	284,900	(600)
Other - Use Of Money/Property	15,000	15,000	15,000	15,000	15,000	-
Rental Income	907,642	658,716	1,002,500	1,002,500	1,112,500	110,000
Sale Of Assets	-	258,271	-	-	-	-
Sale Of Surplus Assets	7,200	2,300	-	-	-	-
Small Cell License	-	2,000	300	300	300	-
Vending Machine	-	151	-	-	-	-
Subtotal Use of Money and Property	3,160,904	1,301,026	1,303,300	1,303,300	1,412,700	109,400
Other Sources						
Transfer In Engineering	58,341	44,916	199,900	199,900	83,600	(116,300)
Transfer In Facilities Maint Allocation	140,028	167,956	207,700	207,700	207,300	(400)
Transfer In From Capital Improvement	465,223	754,455	1,033,900	1,033,900	532,400	(501,500)
Transfer In From General Fund	5,727,300	922,493	28,100	28,100	39,700	11,600
Transfer In From Special Revenue	2,848,246	3,668,241	3,077,700	3,077,700	3,302,600	224,900
Transfer In From Trust/Agency	21,539	5,501	4,200	4,200	3,700	(500)
Transfer In Indirect Cost Allocation	1,409,493	1,677,260	1,676,600	1,676,600	1,715,500	38,900
Transfer In Tech Fee	474,160	569,240	506,500	506,500	476,200	(30,300)
Subtotal Other Sources	11,144,330	7,810,062	6,734,600	6,734,600	6,361,000	(373,600)
TOTAL	\$ 98,835,119	\$ 99,960,641	\$ 99,691,700	\$ 100,106,100	\$ 104,239,400	\$ 4,133,300

SCHEDULE 4
General Fund Revenues by Category

	Actual FY2019/20	Actual FY2020/21	Approved Budget FY2021/22	Revised Budget FY2021/22	Approved Budget FY2022/23	Change Increase/ (Decrease)
GENERAL FUND						
Taxes						
Property Tax - Secured	12,071,541	12,691,274	13,033,700	13,033,700	13,858,500	824,800
Property Tax - Unsecured	248,963	291,325	263,900	263,900	273,200	9,300
Property Tax - Prior Unsecured	1,796	1,933	2,000	2,000	2,000	-
Property Tax - RDA Residual District	880,997	1,066,320	987,500	987,500	1,200,000	212,500
Property Tax - Supplemental	337,347	395,790	187,500	187,500	254,100	66,600
Property Tax In Lieu MVLF	5,602,540	5,939,349	6,206,600	6,206,600	6,603,500	396,900
Subtotal Property Taxes	19,143,184	20,385,991	20,681,200	20,681,200	22,191,300	1,510,100
Sales Tax	15,826,208	20,217,932	17,208,100	17,328,100	19,572,200	2,244,100
Sales Tax - Public Safety	490,403	524,829	442,700	442,700	636,800	194,100
Subtotal Sales Taxes	16,316,611	20,742,761	17,650,800	17,770,800	20,209,000	2,438,200
Business License Tax	403,484	411,436	357,000	357,000	415,400	58,400
Transfer Tax	474,753	720,525	510,000	510,000	600,000	90,000
Transient Occupancy Tax	745,025	685,515	800,000	800,000	1,272,000	472,000
TOT - Short-Term Rental	-	3,381	2,000	2,000	18,000	16,000
Utility Franchise Tax	2,267,704	2,351,705	2,369,400	2,369,400	2,416,800	47,400
Subtotal Other Taxes	3,890,966	4,172,562	4,038,400	4,038,400	4,722,200	683,800
Total Taxes	39,350,761	45,301,314	42,370,400	42,490,400	47,122,500	4,632,100
Licenses and Permits						
Animal License	58,735	56,238	65,000	65,000	65,000	-
Building Permit	3,322,961	4,874,488	2,998,000	2,998,000	3,161,300	163,300
Certificate Of Occupancy	7,880	14,400	17,000	17,000	19,000	2,000
EIQ - CEQA	31,641	41,976	30,100	30,100	29,000	(1,100)
Encroachment Permit	84,464	131,345	80,000	80,000	100,000	20,000
Fire Operational Permits	47,448	43,129	45,000	45,000	45,000	-
Grazing Permit	-	-	1,000	1,000	1,000	-
Home Occupation Permit	18,817	26,068	20,000	20,000	20,800	800
Land Use Permits	70,616	118,523	76,000	76,000	83,600	7,600
Land Use Variances	1,093	1,639	3,000	3,000	1,300	(1,700)
Other Licenses & Permits	3,957	2,819	5,000	5,000	3,000	(2,000)
Oversize Load Permits	5,454	4,492	5,000	5,000	5,000	-
Plan Duplication Processing	1,864	1,131	1,700	1,700	1,600	(100)
Subtotal Licenses and Permits	3,654,930	5,316,248	3,346,800	3,346,800	3,535,600	188,800
Charges for Services						
Admission Fees	7,146	-	6,800	6,800	5,000	(1,800)
Animal Return Fee	2,423	840	2,500	2,500	2,500	-
Annexation Fees	47,665	29,418	-	-	-	-
Annual Business Inspection	5,356	9,245	11,000	11,000	11,000	-
Brycer Inspection Compliance Fee	-	-	600	600	400	(200)
Business License Applic. Fee	14,799	15,154	12,800	12,800	14,400	1,600
Concurrent Application Fees	102,765	104,602	76,700	76,700	81,100	4,400
Contract Services	215,378	169,850	161,700	161,700	167,700	6,000
Copies	760	1,365	2,000	2,000	2,000	-
Engineering Inspection Fees	419,959	569,189	310,000	310,000	400,000	90,000

SCHEDULE 4 (continued)
General Fund Revenues by Category

	Actual FY2019/20	Actual FY2020/21	Approved Budget FY2021/22	Revised Budget FY2021/22	Approved Budget FY2022/23	Change Increase/ (Decrease)
GENERAL FUND						
Engineering Map Check Fees	79,008	29,480	34,000	34,000	24,000	(10,000)
Engineering Plan Check Fees	426,848	287,477	180,000	180,000	225,000	45,000
False Alarm Fee	61,077	63,579	50,000	50,000	30,000	(20,000)
Fingerprinting Fees	14,808	235	15,000	15,000	10,000	(5,000)
Fire Fees	160,523	243,109	166,000	166,000	166,000	-
First Responder Fees	-	-	268,900	268,900	250,000	(18,900)
Flood Zone	-	1,622	-	-	-	-
Grading Plan Fees	-	2,083	2,000	2,000	1,000	(1,000)
Impound & Repo Fees	14,745	19,056	16,000	16,000	19,000	3,000
Improvement Plan Revision Fee	850	-	500	500	3,400	2,900
Massage Technician Permits	5,219	6,295	5,000	5,000	7,500	2,500
Miscellaneous Engineering Fees	-	-	500	500	8,200	7,700
NWRRA Admin Fee	7,386	579	-	-	-	-
Program Fees	38,644	72,357	65,000	65,000	84,500	19,500
Records Maintenance Fee	28,638	27,429	22,000	22,000	28,000	6,000
Reports	223	520	400	400	500	100
Sale Of Advertising	4,200	-	16,000	16,000	17,000	1,000
Sierra College Contract	579,526	652,736	600,000	600,000	600,000	-
State Bldg Std'd Admin Fee	954	1,465	1,000	1,000	1,000	-
Tentative Subdivision Maps	90,916	43,123	62,400	62,400	58,700	(3,700)
Weed Abatement Fees	33,911	55,380	45,000	45,000	55,000	10,000
Subtotal Charges for Services	2,363,727	2,406,188	2,133,800	2,133,800	2,272,900	139,100
Use of Money and Property						
GASB#31 FMV Adjustment	224,779	(316,067)	-	-	-	-
Interest Income	517,956	155,212	120,300	120,300	120,300	-
Rental Income	906,871	656,971	1,002,500	1,002,500	1,109,500	107,000
Sale of Assets	-	258,271	-	-	-	-
Small Cell License	-	2,000	300	300	300	-
Vending Machine	-	151	-	-	-	-
Subtotal Use of Money and Property	1,649,606	756,538	1,123,100	1,123,100	1,230,100	107,000
Intergovernmental						
County/Local Grants	9,151	18,211	10,000	10,000	10,000	-
Federal Grants	-	98,052	-	-	-	-
Post Reimbursements	17,060	6,078	19,000	19,000	20,000	1,000
RATTF Revenue	115,276	101,655	115,000	115,000	115,000	-
Reimbursement Revenue	563,244	1,021,369	170,400	311,800	186,600	(125,200)
State Grants	5,636	-	69,000	69,000	-	(69,000)
State HOPTR	84,204	84,884	82,700	82,700	84,000	1,300
State Motor Vehicle In Lieu	54,807	51,597	-	-	-	-
State Realignment	100,000	100,000	100,000	100,000	100,000	-
Successor Agency Admin Fee	250,000	125,000	60,400	60,400	60,400	-
Subtotal Intergovernmental	1,199,378	1,606,846	626,500	767,900	594,000	(173,900)

SCHEDULE 4 (continued)
General Fund Revenues by Category

	Actual FY2019/20	Actual FY2020/21	Approved Budget FY2021/22	Revised Budget FY2021/22	Approved Budget FY2022/23	Change Increase/ (Decrease)
GENERAL FUND						
Fines, Forfeitures & Penalties						
Business License Penalties	7,399	1,934	8,400	8,400	5,000	(3,400)
DUI Cost Recovery	2,494	-	300	300	500	200
Other Fines/Forfeiture/Penalties	16,989	6,290	14,300	14,300	11,100	(3,200)
Parking Citations	22,285	10,522	15,000	15,000	10,000	(5,000)
Statute Violation Fines	80,592	64,567	60,000	60,000	60,000	-
Vehicle Cite Corr-Sign Off	690	945	700	700	1,500	800
Subtotal Fines, Forfeitures & Penalties	130,449	84,258	98,700	98,700	88,100	(10,600)
Miscellaneous						
Cap Fac Impact Admin Fee	26,206	50,124	25,000	25,000	11,000	(14,000)
Donations	1,501	2,798	-	-	-	-
Mandated Payments Revenue	25,517	12,590	-	-	-	-
Miscellaneous Revenues	118,499	122,440	33,000	33,000	36,000	3,000
Rebate Payment	25,894	24,850	26,000	26,000	26,000	-
Sale of Taxable Items	197	789	800	800	900	100
Special Assessment Admin Fee	183,850	166,800	117,800	117,800	120,500	2,700
Subtotal Miscellaneous	381,664	380,391	202,600	202,600	194,400	(8,200)
Other Sources						
Transfer In Engineering	58,341	44,916	199,900	199,900	83,600	(116,300)
Transfer In Fac Maint Allocation	140,028	167,956	207,700	207,700	207,300	(400)
Transfer In ICRP	1,409,493	1,677,260	1,676,600	1,676,600	1,715,500	38,900
Transfer In From Special Revenue	2,848,246	3,668,241	3,077,700	3,077,700	3,302,600	224,900
Transfer In From Trust/Agency	2,265	2,345	2,700	2,700	2,500	(200)
Subtotal Other Sources	4,458,373	5,560,718	5,164,600	5,164,600	5,311,500	146,900
TOTAL	\$ 53,188,888	\$ 61,412,501	\$ 55,066,500	\$ 55,327,900	\$ 60,349,100	\$ 5,021,200

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

DEPARTMENT/OFFICE	Actual FY2019/20	Actual FY2020/21	Approved Budget FY2021/22	Revised Budget FY2021/22	Approved Budget FY2022/23	Change Increase/ (Decrease)
City Council	5.00	5.00	5.00	5.00	5.00	-
City Manager	3.47	3.47	4.47	4.47	4.47	-
City Attorney	2.00	2.00	2.60	3.00	3.00	-
City Clerk	2.00	2.00	2.00	2.00	2.00	-
Administrative Services	-	-	16.00	17.00	16.00	(1.00)
Community Development	24.40	24.40	24.00	24.00	24.00	-
Finance	11.00	11.00	-	-	-	-
Fire	41.00	41.00	43.00	43.50	43.50	-
Human Resources	5.00	5.00	-	-	-	-
Information Technology	7.00	8.00	8.00	8.00	9.00	1.00
Parks and Recreation	23.12	22.12	20.82	20.82	20.94	0.12
Police	88.47	88.47	89.47	89.97	91.97	2.00
Public Services	42.30	40.30	39.00	39.00	40.00	1.00
TOTAL	254.76	252.76	254.36	256.76	259.88	3.12

SCHEDULE 6 Capital Projects by Fund

	Budget Thru FY2021/22	Approved FY2022/23	Projection FY2023/24	Projection FY2024/25	Projection FY2025/26	Projection FY2026/27	Total
FUND / PROJECT							
General Fund							
Argonaut Culvert Replacement	-	700,000	-	-	-	-	700,000
Breen Park Play Structure Replacement	-	-	-	-	212,800	-	212,800
City Hall Office Space Study and Remodel	160,000	130,000	-	-	-	-	290,000
Fire Station 24 Security	-	103,500	-	-	-	-	103,500
Fire Station 25 Privacy	-	322,500	-	-	-	-	322,500
Fire Station 25 Security	-	100,600	-	-	-	-	100,600
Fire Training Room / DOC	-	-	510,000	-	-	-	510,000
Granite Drive Median	-	-	145,000	-	-	-	145,000
Mansion Oaks Park Play Structure Replacement	-	-	-	207,000	-	-	207,000
Monument Park Play Structure Replacement	-	-	-	-	149,500	-	149,500
Pebble Creek Park Play Structure Replacement	-	-	143,800	-	-	-	143,800
Police Dept. Men's Locker Room Shower Remodel	-	120,000	-	-	-	-	120,000
Sunset East Park Play Structure Replacement	-	-	-	143,800	-	-	143,800
Sunset Whitney Recreation Area East Trails	-	546,300	-	-	-	-	546,300
Sunset Whitney Recreation Area Restrooms	-	230,000	-	-	-	-	230,000
SWRA Recreation Improvements	-	764,800	-	-	-	-	764,800
Wesley Park Play Structure Replacement	-	-	-	-	212,800	-	212,800
Woodside Park Play Structure Replacement	-	-	-	207,000	-	-	207,000
Subtotal General Fund	160,000	3,017,700	798,800	557,800	575,100	-	5,109,400
Gas Tax							
Annual Road Maintenance Program	105,000	405,000	405,000	405,000	405,000	405,000	2,130,000
Subtotal Gas Tax	105,000	405,000	405,000	405,000	405,000	405,000	2,130,000
SB1 - Road Maintenance & Rehabilitation (RMRA)							
Annual Road Maintenance Program	170,000	-	-	-	-	-	170,000
Mission Hills Reconstruction	973,200	-	400,000	-	-	-	1,373,200
Mountaingate Reconstruction	-	500,000	-	-	-	-	500,000
Subtotal RMRA	1,143,200	500,000	400,000	-	-	-	2,043,200
SB 325 - Sales Tax							
ADA Transition Program - Non HUD Areas	121,600	200,000	200,000	200,000	200,000	200,000	1,121,600
Aguilar Road Improvements	150,000	500,000	300,000	1,165,000	-	-	2,115,000
Annual Road Maintenance Program	397,000	400,000	400,000	400,000	400,000	400,000	2,397,000
Granite Drive Median	-	-	-	856,300	-	-	856,300
Stormwater Pipe Replacement Program	415,700	460,000	632,500	632,500	632,500	632,500	3,405,700
Subtotal SB325 Sales Tax	1,084,300	1,560,000	1,532,500	3,253,800	1,232,500	1,232,500	9,895,600
Bicycle and Pedestrian							
Aguilar Road Improvements	-	-	100,000	-	-	-	100,000
Sunset Blvd. Roadway Connection to SWRA Trail	-	70,000	-	-	-	-	70,000
Subtotal Bicycle and Pedestrian	-	70,000	100,000	-	-	-	170,000
Community Facilities District (CFD) No. 5							
Night Ridge Park Play Structure Replacement	-	-	-	-	212,800	-	212,800
Ruhkala Park Play Structure Replacement	-	-	-	-	212,800	-	212,800
Subtotal CFD No. 5	-	-	-	-	425,600	-	425,600
Streets Grants							
Granite Drive Median	-	-	-	5,000	-	-	5,000
Pacific Street Roundabout	2,200,000	3,677,700	-	-	-	-	5,877,700
Pavement Rehabilitation	47,300	-	1,750,500	-	-	-	1,797,800
Rocklin Road/Sierra College Corridor Multimodal	950,000	850,000	3,100,000	5,100,000	-	-	10,000,000
Sierra College Blvd. (Schriber to Dominguez)	-	-	345,000	-	-	-	345,000
Subtotal Streets Grants	3,197,300	4,527,700	5,195,500	5,105,000	-	-	18,025,500

SCHEDULE 6 (continued)
Capital Projects by Fund

	Budget Thru FY2021/22	Approved FY2022/23	Projection FY2023/24	Projection FY2024/25	Projection FY2025/26	Projection FY2026/27	Total
FUND / PROJECT							
CDBG - HUD Entitlement							
ADA Transition Program - HUD Specific Areas	197,500	184,800	214,000	214,000	214,000	214,000	1,238,300
Subtotal CDBG - HUD Entitlement	197,500	184,800	214,000	214,000	214,000	214,000	1,238,300
Traffic Circulation Impact Fees							
Monument Springs Bridge	-	-	1,500,000	-	-	-	1,500,000
Rocklin Road/Sierra College Corridor Multimodal	-	-	-	8,750,000	-	-	8,750,000
Sierra College Blvd. (Schriber to Dominguez)	-	30,000	-	-	-	-	30,000
Subtotal Traffic Circulation Impact Fees	-	30,000	1,500,000	8,750,000	-	-	10,280,000
Capital Construction Impact Fees							
Police Department HVAC and Roof Replacement	-	-	1,160,000	-	-	-	1,160,000
Reserve Apparatus Storage	-	136,300	-	-	-	-	136,300
Subtotal Capital Construction Impact Fees	-	136,300	1,160,000	-	-	-	1,296,300
Whitney Ranch Park Fees							
Bike Pump Track at Whitney Community Park	-	920,000	-	-	-	-	920,000
Subtotal Whitney Ranch Park Fees	-	920,000	-	-	-	-	920,000
TOTAL	\$ 5,887,300	\$ 11,351,500	\$ 11,305,800	\$ 18,285,600	\$ 2,852,200	\$ 1,851,500	\$ 51,533,900

SCHEDULE 7A Fleet Equipment by Fund

	Approved FY2022/23	Projection FY2023/24	Projection FY2024/25	Projection FY2025/26	Projection FY2026/27	Total
FUND / DEPARTMENT						
General Fund						
Community Development	-	38,000	63,000	-	-	101,000
Fire	-	680,000	-	-	-	680,000
Parks and Recreation	24,300	43,100	-	69,100	23,700	160,200
Police	653,400	464,500	210,900	528,000	536,400	2,393,200
Public Services	28,600	-	42,500	-	-	71,100
Subtotal General Fund	706,300	1,225,600	316,400	597,100	560,100	3,405,500
Gas Tax						
Public Services	48,300	7,500	32,400	-	9,500	97,700
Subtotal Gas Tax	48,300	7,500	32,400	-	9,500	97,700
Lighting Maintenance District No. 1						
Public Services	2,600	-	-	-	-	2,600
Subtotal Lighting Maintenance District No. 1	2,600	-	-	-	-	2,600
Community Facilities District (CFD) No. 5						
Parks and Recreation	24,300	43,200	-	69,400	23,800	160,700
Public Services	32,900	15,000	4,000	-	19,000	70,900
Subtotal CFD No. 5	57,200	58,200	4,000	69,400	42,800	231,600
Community Facilities District No. 6						
Public Services	3,800	-	4,100	-	-	7,900
Subtotal CFD No. 6	3,800	-	4,100	-	-	7,900
Landscaping and Lighting Maint District No. 2						
Public Services	29,200	15,000	-	-	19,000	63,200
Subtotal LLMD No. 2	29,200	15,000	-	-	19,000	63,200
Fleet Management						-
Public Services	171,500	-	-	58,000	-	229,500
Subtotal Fleet Management	171,500	-	-	58,000	-	229,500
TOTAL	\$ 1,018,900	\$ 1,306,300	\$ 356,900	\$ 724,500	\$ 631,400	\$ 4,038,000

SCHEDULE 7B
Fleet Equipment by Unit and Funding Source

Department			
Replacement Unit (Unit No.)	Funding Source		Budget
Parks and Recreation			
Irrigation Technician Truck (New)	General Fund		24,300
	Community Facilities District No. 5		24,300
		Subtotal	48,600
		Subtotal Parks & Recreation	48,600
Police			
Community Services Officer Truck (5209)	General Fund		47,200
	Fleet Management		7,800
		Subtotal	55,000
Marked Patrol Unit (New)	General Fund		83,000
		Subtotal	83,000
Marked Patrol Unit (5191)	General Fund		76,800
	Fleet Management		8,200
		Subtotal	85,000
Marked Patrol Units (5241, 5242, 5243, 5245, 5246, 5247)	General Fund		409,600
	Fleet Management		95,600
		Subtotal	505,200
Police Motorcycle (5190)	General Fund		36,800
	Fleet Management		8,200
		Subtotal	45,000
		Subtotal Police	773,200
Public Services			
Flat Deck Trailer (4842)	Gas Tax		29,900
	Community Facilities District No. 5		3,800
	Community Facilities District No. 6		3,800
		Subtotal	37,500
Irrigation Technician Trucks (9405, 9417)	Gas Tax		10,700
	Community Facilities District No. 5		21,300
	Landscape and Lighting Maintenance District No. 2		21,400
	Fleet Management		31,200
		Subtotal	84,600
Public Services Supervisor Trucks (4205, 7207)	General Fund		28,600
	Gas Tax		7,700
	Lighting Maintenance District No. 1		2,600
	Community Facilities District No. 5		7,800
	Landscape and Lighting Maintenance District No. 2		7,800
	Fleet Management		20,500
		Subtotal	75,000
		Subtotal Public Services	197,100
		TOTAL	\$ 1,018,900

SCHEDULE 7C
Other Equipment by Funding Source

		Approved FY2022/23	Projection FY2023/24	Projection FY2024/25	Projection FY2025/26	Projection FY2026/27	Total
FUND / EQUIPMENT							
General Fund							
Digital Radio Upgrade		350,000	-	-	-	-	350,000
Station Alerting		275,000	275,000	-	-	-	550,000
Subtotal General Fund		625,000	275,000	-	-	-	900,000
TOTAL		\$ 625,000	\$ 275,000	\$ -	\$ -	\$ -	\$ 900,000

SCHEDULE 8
General Fund Reserve

	Commitments Through FY2021/22	Budget FY2022/23	Ending Balance
COMMITTED RESERVE			
Building Repair Allocation	371,200	(173,500)	197,700
FY2020/21 Surplus Set-Aside (Resolution 2021-242)			
Quarry District Property	1,496,200		1,496,200
Future Fire Station	3,000,000		3,000,000
SWRA Trails - Open all	500,000	(500,000)	-
SWRA Trails - Undercrossing	700,000	(700,000)	-
Generator for Corporation Yard	200,000		200,000
Section 115 Trust Pension Prefunding	1,000,000		1,000,000
Park Improvements (neighborhood playgrounds, SWRA pickleball, QPA)	612,100	(612,100)	-
Subtotal FY2020/21 Surplus Set-Aside	7,508,300	(1,812,100)	5,696,200
Operating Reserve (25% of Operations)	13,126,600	1,099,300	14,225,900
Park Infrastructure	853,100	(429,000)	424,100
TOTAL	\$ 21,859,200	\$ (1,315,300)	\$20,543,900



SECTION 4: DEPARTMENTS

OVERVIEW OF SERVICES

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

SIGNIFICANT CHANGES FROM THE PRIOR BUDGET

- None.

	Actual FY2019/20	Actual FY2020/21	Approved Budget FY2021/22	Revised Budget FY2021/22	Approved Budget FY2022/23	Change Increase/ (Decrease)
BUDGET SUMMARY						
Staffing	43,861	43,197	44,000	44,000	44,000	-
Services and Supplies	6,636	811	53,800	53,800	53,800	-
TOTAL	\$ 50,497	\$ 44,008	\$ 97,800	\$ 97,800	\$ 97,800	\$ -

FUNDING SOURCES						
General Fund	50,497	44,008	97,800	97,800	97,800	-
TOTAL	\$ 50,497	\$ 44,008	\$ 97,800	\$ 97,800	\$ 97,800	\$ -

POSITION SUMMARY						
Mayor	1.00	1.00	1.00	1.00	1.00	-
Vice Mayor	1.00	1.00	1.00	1.00	1.00	-
Council Member	3.00	3.00	3.00	3.00	3.00	-
TOTAL	5.00	5.00	5.00	5.00	5.00	-

OVERVIEW OF SERVICES

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

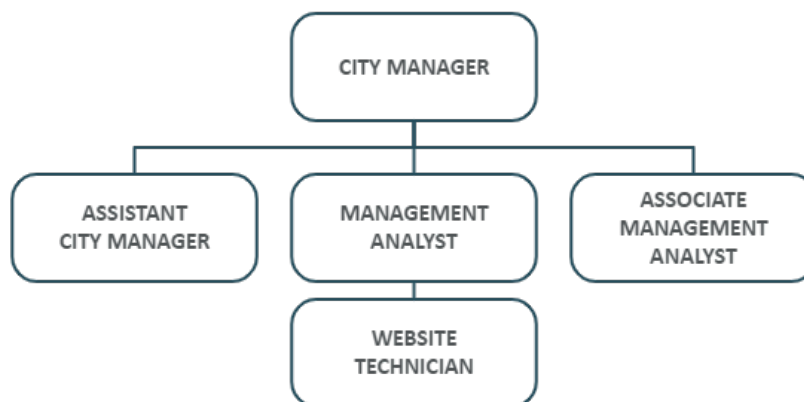
The City Manager's Office coordinates: Administration; Economic Development; Legislative Advocacy; and Public Affairs.

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

ECONOMIC DEVELOPMENT DIVISION

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

ORGANIZATIONAL CHART



ACCOMPLISHMENTS

- Created the Rocklin American Rescue Plan Act Community Support programs which provide grants to nonprofits and small businesses in Rocklin to mitigate the impacts of COVID-19 on the community.
- Launched the 2022-2025 Economic Development Strategy.
- Expanded public communications, including weekly messages from the Mayor and increased news articles for the City's news page.
- Released the Request for Proposal and selected a firm to complete the Sunset Whitney Recreation Area Master Plan.

GOALS AND OBJECTIVES

- Complete the American Rescue Plan Act support programs and evaluate remaining community needs.
- Continue to implement the Economic Development Strategy by identifying and leveraging the strengths of the City of Rocklin and its public and private partners in order to foster a thriving business environment that is conducive to business growth, attraction and creation.
- Conduct a statistically valid community outreach survey to solicit feedback from Rocklin residents and use feedback to inform the Strategic Planning process.
- Increase engagement in regional legislative advocacy and community working groups.

SIGNIFICANT CHANGES FROM PRIOR BUDGET

- None.

	Actual FY2019/20	Actual FY2020/21	Approved Budget FY2021/22	Revised Budget FY2021/22	Approved Budget FY2022/23	Change Increase/ (Decrease)
BUDGET SUMMARY						
Staffing	723,377	667,346	1,049,600	1,058,100	980,000	(78,100)
Services and Supplies	573,859	377,458	300,700	300,700	271,000	(29,700)
Transfers	40,000	-	-	-	-	-
TOTAL	\$ 1,337,236	\$ 1,044,804	\$ 1,350,300	\$ 1,358,800	\$ 1,251,000	\$ (107,800)

DIVISION BUDGET SUMMARY						
City Manager's Office	1,337,236	1,044,804	1,350,300	1,358,800	1,251,000	(107,800)
TOTAL	\$ 1,337,236	\$ 1,044,804	\$ 1,350,300	\$ 1,358,800	\$ 1,251,000	\$ (107,800)

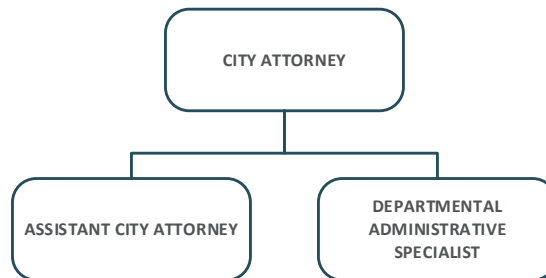
FUNDING SOURCES						
General Fund	1,068,905	922,586	1,208,800	1,217,300	1,154,900	(62,400)
Economic Development Reserve	88,331	47,218	66,500	66,500	81,100	14,600
Quarry Park Adventure Reserve	180,000	-	-	-	-	-
Sales Tax	-	75,000	75,000	75,000	15,000	(60,000)
TOTAL	\$ 1,337,236	\$ 1,044,804	\$ 1,350,300	\$ 1,358,800	\$ 1,251,000	\$ (107,800)

POSITION SUMMARY						
Assistant City Manager	-	-	1.00	1.00	1.00	-
Associate Management Analyst	-	-	1.00	1.00	1.00	-
City Manager	1.00	1.00	1.00	1.00	1.00	-
Executive Assistant	1.00	1.00	-	-	-	-
Management Analyst	1.00	1.00	1.00	1.00	1.00	-
Website Technician	0.47	0.47	0.47	0.47	0.47	-
TOTAL	3.47	3.47	4.47	4.47	4.47	-

OVERVIEW OF THE SERVICES

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

ORGANIZATIONAL CHART



SIGNIFICANT CHANGES FROM THE PRIOR BUDGET

- None

	Actual FY2019/20	Actual FY2020/21	Approved Budget FY2021/22	Revised Budget FY2021/22	Approved Budget FY2022/23	Change Increase/ (Decrease)
BUDGET SUMMARY						
Staffing	493,022	605,524	621,200	661,700	671,300	9,600
Services and Supplies	375,063	270,446	419,000	419,000	419,000	-
Transfers	23,311	-	28,100	28,100	28,100	-
TOTAL	\$ 891,396	\$ 875,970	\$ 1,068,300	\$ 1,108,800	\$ 1,118,400	\$ 9,600

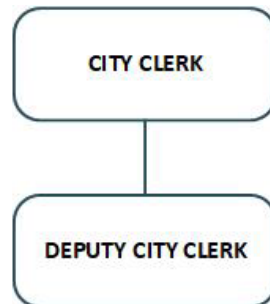
FUNDING SOURCES						
General Fund	891,396	875,970	1,068,300	1,108,800	1,118,400	9,600
TOTAL	\$ 891,396	\$ 875,970	\$ 1,068,300	\$ 1,108,800	\$ 1,118,400	\$ 9,600

POSITION SUMMARY						
Assistant City Attorney	1.00	1.00	1.00	1.00	1.00	-
City Attorney	1.00	1.00	1.00	1.00	1.00	-
Dept Administrative Specialist				1.00	1.00	
Paralegal	-	-	0.60	-	-	-
TOTAL	2.00	2.00	2.60	3.00	3.00	-

OVERVIEW OF SERVICES

The City Clerk is the local official who administers democratic processes such as elections, access to city records, and all legislative actions ensuring transparency to the public. The City Clerk acts as a compliance officer for federal, state, and local statutes including the Political Reform Act, the Brown Act, and the Public Records Act. The City Clerk manages public inquiries and relationships and arranges for ceremonial and official functions. The City Clerk's Office is committed to providing exceptional public service and connecting citizens with the legislative process.

ORGANIZATIONAL CHART



ACCOMPLISHMENTS

- Implemented a citywide electronic signature program.
- Acted as an election ballot drop off host on behalf of the County of Placer.
- Continued to build upon the established library of City Clerk's Office various document templates utilized by City departments.
- Successfully planned and executed the Placer's City and County Officials Association Dinner.

GOALS & OBJECTIVES

- Conduct the City of Rocklin's City Council 2022 General Election.
- Implement and facilitate the transition to a new citywide public meeting agenda management program.
- Manage the transition of the City's electronic records management system (ERMS) to be utilized by all city departments.

BUDGET CHANGES

- Funding for the City of Rocklin's City Council 2022 General Election.

	Actual FY2019/20	Actual FY2020/21	Approved Budget FY2021/22	Revised Budget FY2021/22	Approved Budget FY2022/23	Change Increase/ (Decrease)
BUDGET SUMMARY						
Staffing	189,418	245,263	285,400	289,400	288,300	(1,100)
Services and Supplies	33,114	76,961	61,300	61,300	109,700	48,400
TOTAL	\$ 222,532	\$ 322,224	\$ 346,700	\$ 350,700	\$ 398,000	\$ 47,300

		Actual FY2019/20	Actual FY2020/21	Approved Budget FY2021/22	Revised Budget FY2021/22	Approved Budget FY2022/23	Change Increase/ (Decrease)
FUNDING SOURCES							
General Fund		222,532	322,224	346,700	350,700	398,000	47,300
TOTAL		\$ 222,532	\$ 322,224	\$ 346,700	\$ 350,700	\$ 398,000	\$ 47,300

POSITION SUMMARY							
City Clerk		1.00	1.00	1.00	1.00	1.00	-
Deputy City Clerk		1.00	1.00	1.00	1.00	1.00	-
TOTAL		2.00	2.00	2.00	2.00	2.00	-

OVERVIEW OF THE SERVICES

The Administrative Services Department provides financial and human resources support to all City departments. The Department consists of two divisions: Finance and Human Resources.

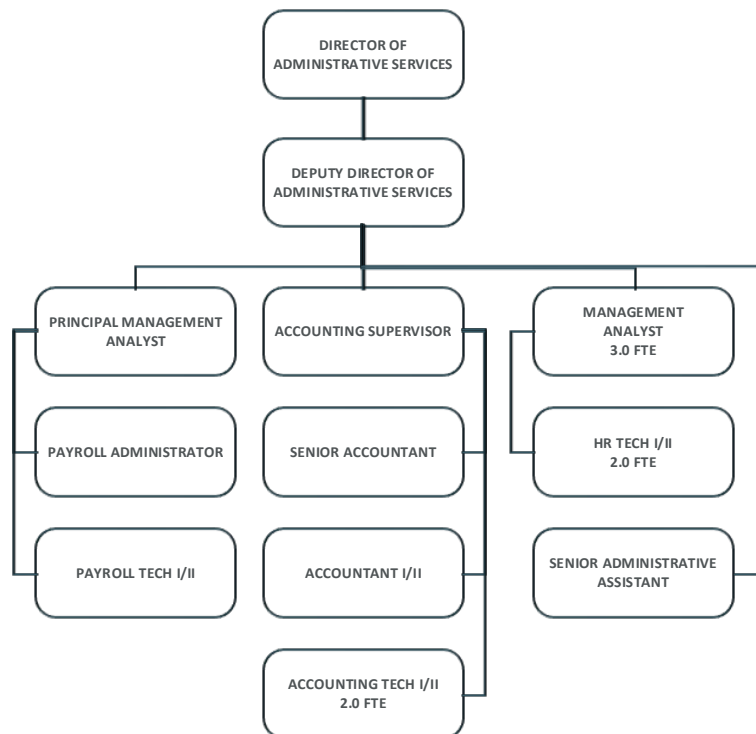
HUMAN RESOURCES DIVISION

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

FINANCE DIVISION

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

ORGANIZATIONAL CHART



ACCOMPLISHMENTS

- Implemented a new Employee Assistance Program.
- Implemented a 9/80-4/10 Alternative Work Schedule option citywide.
- Completed contract negotiations for AFSCME bargaining group.
- Successfully implemented an internal customer interface (intranet) using SharePoint.
- Obtained an unmodified “clean” audit opinion on the Annual Comprehensive Financial Report for fiscal year ended June 30, 2021.

- Processed 3,176 accounts payable checks in year 2021.
- Implemented Governmental Accounting Standards Board Statement No. 84, Fiduciary Activities for the fiscal year ended June 30, 2021.
- Implemented COVID-related sick leave banks.
- Retired Community Facilities District No. 3 - Mello-Roos bonds.

GOALS AND OBJECTIVES

- Develop and implement an annual employee recognition program to recognize years of service awards.
- Upgrade of the Tyler Munis Enterprise Resource Management system citywide.
- Obtain unmodified audit opinion on Annual Comprehensive Financial Report.
- Establish a robust investment portfolio through securing an Investment Advisor and Asset Management partner.
- Implement a new online recruitment system, which will provide efficiencies and more automated processes.
- Improve employee onboarding by implementing a comprehensive onboarding program and electronic signatures.

SIGNIFICANT CHANGES FROM PRIOR BUDGET

- Delete one vacant Accountant I/II (1.0 FTE) position in the Finance Division, with the reallocation of one Accounting Supervisor (1.0 FTE) position approved pursuant to Resolution No. 2021-227.
- The City is a member of the Northern California Cities Self Insurance Fund (NCCSIF), a Joint Powers Authority, established to protect member resources by stabilizing risk costs in a reliable, economical and beneficial manner. The NCCSIF provides coverage and services in risk management and claims management. The NCCSIF members' historical loss data at 80% confidence level is used when budgeting for claims costs and expenses for the upcoming fiscal year. The FY 2022/23 insurance premium and worker's compensation budgets are \$2.9 million, an increase of \$423,800 from the prior fiscal year.

	Actual FY2019/20	Actual FY2020/21	Approved Budget FY2021/22	Revised Budget FY2021/22	Approved Budget FY2022/23	Change Increase/ (Decrease)
BUDGET SUMMARY						
Staffing	16,543,426	8,843,755	6,499,600	6,527,600	6,816,700	289,100
Services and Supplies	1,441,091	1,333,824	1,691,400	1,691,400	1,943,600	252,200
Other Operating Expenses	1,064,816	1,067,191	1,064,100	1,064,100	1,065,200	1,100
Transfers	494,826	603,341	608,600	608,600	611,100	2,500
TOTAL	\$ 19,544,159	\$ 11,848,111	\$ 9,863,700	\$ 9,891,700	\$ 10,436,600	\$ 544,900

DIVISION BUDGET SUMMARY						
Finance	16,211,036	8,578,370	5,810,000	6,002,100	6,275,700	273,600
Human Resources	3,333,123	3,269,741	4,053,700	3,889,600	4,160,900	271,300
TOTAL	\$ 19,544,159	\$ 11,848,111	\$ 9,863,700	\$ 9,891,700	\$ 10,436,600	\$ 544,900

	Actual FY2019/20	Actual FY2020/21	Approved Budget FY2021/22	Revised Budget FY2021/22	Approved Budget FY2022/23	Change Increase/ (Decrease)
FUNDING SOURCES						
General Fund	5,550,344	3,488,183	2,954,500	2,982,500	3,046,100	63,600
Capital Construction Debt Service	529,225	534,275	531,400	531,400	529,500	(1,900)
Capital Construction Fees	420,962	531,537	531,400	531,400	532,400	1,000
CASp Certification & Training	801	768	500	500	-	(500)
CDBG - HUD Entitlement	5,401	800	10,000	10,000	10,000	-
CDBG Housing Rehabilitation	800	800	800	800	-	(800)
Community Facilities District No. 5	48,603	56,046	56,000	56,000	64,600	8,600
Community Facilities District No. 6	4,133	4,287	4,200	4,200	4,600	400
Community Park Fees	86,198	68,969	68,100	68,100	68,100	-
Gax Tax	-	2,457	-	-	-	-
Lighting Maintenance District No. 1	15,505	18,366	14,800	14,800	15,400	600
Lighting Maintenance District No. 2	23,028	23,866	25,000	25,000	25,600	600
Low and Mod Income Housing Asset	64,100	64,500	64,100	64,100	64,100	-
Oak Tree Mitigation Fees	249,586	249,586	249,600	249,600	249,600	-
Park Development Fees	217,937	217,936	218,000	218,000	218,000	-
Public Facilities Impact Fees	14,347	225	-	-	-	-
Retirees Health Fund	9,764,743	4,060,677	2,213,000	2,213,000	2,289,700	76,700
Risk Management	2,506,862	2,509,014	2,894,300	2,894,300	3,303,900	409,600
Technology Fees	41,584	15,819	28,000	28,000	15,000	(13,000)
TOTAL	\$ 19,544,159	\$ 11,848,111	\$ 9,863,700	\$ 9,891,700	\$ 10,436,600	\$ 544,900

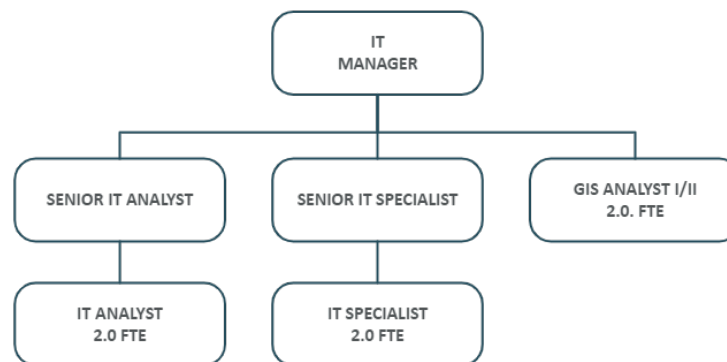
POSITION SUMMARY

Accountant I/II	-	-	2.00	2.00	1.00	(1.00)
Accounting Supervisor	-	-	-	1.00	1.00	-
Accounting Technician I/II	-	-	2.00	2.00	2.00	-
Deputy Director of Administrative Services	-	-	1.00	1.00	1.00	-
Director of Administrative Services	-	-	1.00	1.00	1.00	-
Financial Analyst	-	-	1.00	-	-	-
Human Resources Analyst I/II	-	-	1.00	-	-	-
Human Resources Technician I/II	-	-	2.00	2.00	2.00	-
Management Analyst	-	-	-	3.00	3.00	-
Payroll Administrator	-	-	1.00	1.00	1.00	-
Payroll Technician I/II	-	-	-	1.00	1.00	-
Principal Management Analyst	-	-	1.00	1.00	1.00	-
Risk & Benefits Analyst I/II	-	-	1.00	-	-	-
Senior Accountant	-	-	1.00	1.00	1.00	-
Senior Administrative Assistant	-	-	1.00	1.00	1.00	-
Senior Payroll Administrator	-	-	1.00	-	-	-
TOTAL	-	-	16.00	17.00	16.00	(1.00)

OVERVIEW OF THE SERVICES

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

ORGANIZATIONAL CHART



ACCOMPLISHMENTS

- Responded to 1,000 technical support requests.
- Maintained and provided 24/7 support for critical public safety systems including the computer aided dispatching and records management system utilized by the cities of Rocklin, Lincoln, and Auburn Police and Fire Departments.
- Standardized technology project management practices and implemented the online Zoho Project management solution to track IT projects and collaborate with stakeholders.
- Implemented a new mobile device management solution for centralized management of city-issued smartphones.
- Assisted the Police Department with the implementation of an interview room recording system for police investigations.
- Upgraded the City's private cloud infrastructure with new virtualization host servers to ensure adequate performance and high availability of departmental and enterprise software solutions into the future.
- New GIS tools were implemented to analyze and optimize the Fire Department's emergency response zones.
- The latest next-generation firewall technology was deployed to protect the City's data network.
- Completed a City-wide upgrade of Mitel IP Phones and VDI thin clients.
- Worked with the City Clerk's Office to implement the DocuSign digital signature solution for City agreements.

- Assisted the Community Development Department with implementation of a new residential building permit guide to reduce calls and traffic into the Permit Center and provide higher levels of customer service.
- Expanded the City's advanced traffic management system to over 30 intersections.

GOALS AND OBJECTIVES

In addition to providing a high level of support to City Departments and completing scheduled back office equipment upgrades and software maintenance activities, work with City Departments to:

- Expand the use of online meeting and collaboration services citywide.
- Complete the implementation of electronic signatures, electronic plan reviews, and the Granicus Peak agenda management and indexed video streaming solution for public meetings.
- Perform a major upgrade of the Tyler Munis Enterprise Resources System.
- Expand the development of the City's SharePoint Intranet site.
- Implement the Tyler Brazos E-Citation solution.
- Implement the CentralSquare CodeTRAK solution.
- Implement the eBix Certificate of Insurance Management service.
- Conduct an RFP to identify a replacement solution for the SIRE enterprise document management and retention system.

SIGNIFICANT CHANGES FROM THE PRIOR BUDGET

- Add an Information Technology Specialist (1.0 FTE) position to provide adequate citywide IT Help Desk and application support.

	Actual FY2019/20	Actual FY2020/21	Approved Budget FY2021/22	Revised Budget FY2021/22	Approved Budget FY2022/23	Change Increase/ (Decrease)
BUDGET SUMMARY						
Staffing	1,123,147	1,294,951	1,357,900	1,371,900	1,531,400	159,500
Services and Supplies	1,166,330	1,449,038	1,884,400	1,934,400	1,930,300	(4,100)
Capital Outlay	29,318	-	-	-	-	-
TOTAL	\$ 2,318,795	\$ 2,743,989	\$ 3,242,300	\$ 3,306,300	\$ 3,461,700	\$ 155,400

DIVISION BUDGET SUMMARY						
Information Technology	2,318,795	2,743,989	3,242,300	3,306,300	3,461,700	155,400
TOTAL	\$ 2,318,795	\$ 2,743,989	\$ 3,242,300	\$ 3,306,300	\$ 3,461,700	\$ 155,400

FUNDING SOURCES						
General Fund	2,040,330	2,240,197	2,393,800	2,407,800	2,652,500	244,700
American Rescue Plan Act	-	-	-	50,000	-	(50,000)
CA Department of Finance CARES Act	3,135	-	-	-	-	-
Technology Fees	275,330	503,792	848,500	848,500	809,200	(39,300)
TOTAL	\$ 2,318,795	\$ 2,743,989	\$ 3,242,300	\$ 3,306,300	\$ 3,461,700	\$ 155,400

	Actual FY2019/20	Actual FY2020/21	Approved Budget FY2021/22	Revised Budget FY2021/22	Approved Budget FY2022/23	Change
POSITION SUMMARY						
GIS Analyst I/II	2.00	2.00	2.00	2.00	2.00	-
Information Technology Analyst	1.00	2.00	2.00	2.00	2.00	-
Information Technology Manager	1.00	1.00	1.00	1.00	1.00	-
Information Technology Specialist	1.00	1.00	1.00	1.00	2.00	1.00
Senior IT Analyst	1.00	1.00	1.00	1.00	1.00	-
Senior IT Specialist	1.00	1.00	1.00	1.00	1.00	-
TOTAL	7.00	8.00	8.00	8.00	9.00	1.00

OVERVIEW OF SERVICES

The Community Development Department oversees the responsible and sustainable growth of the City while ensuring safety and quality of life. The Department consists of six divisions: Building Services, Code Enforcement, Engineering Services, Housing Services, Permit Center, and Planning Services.

BUILDING SERVICES

The Building Services Division is responsible for building plan reviews, building inspections, and building reports and statistics.

CODE ENFORCEMENT

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

ENGINEERING SERVICES

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

HOUSING SERVICES

The Housing Services Division provides long-range planning assistance to the Planning Division, administers the City's affordable housing programs, focuses on implementing the Housing Element of the City's General Plan, and oversees annual funding received from the U.S. Department of Housing and Urban Development in the form of Community Development Block Grants (CDBG).

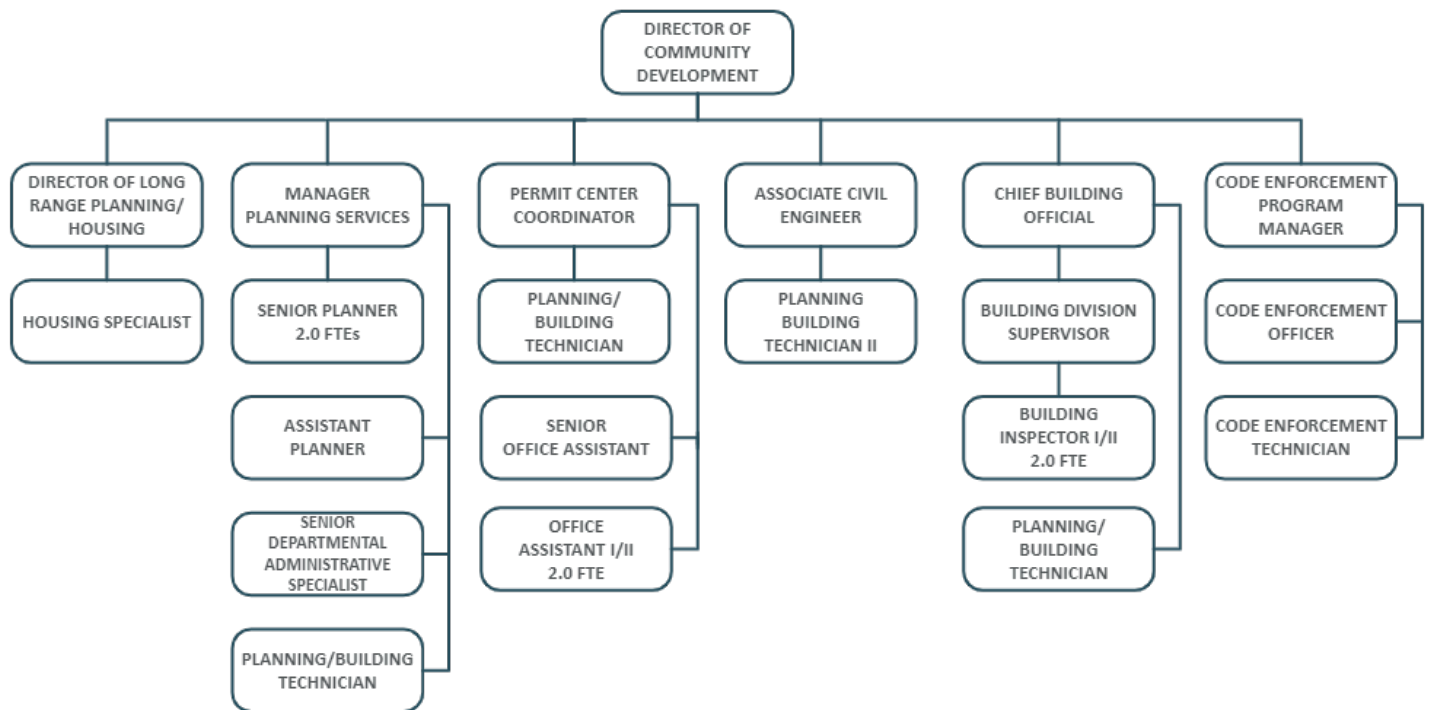
PERMIT CENTER

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

PLANNING SERVICES

The Planning Services Division implements and monitors the City's growth and development policies, processes development entitlement applications, updates and maintains the City's long-range planning documents and processes administrative permits.

ORGANIZATIONAL CHART



ACCOMPLISHMENTS

BUILDING SERVICES & PERMIT CENTER

- Implemented the Electronic Plan Submittal and Review process.
- Implemented an Online Permit Guide tool that will lead customers through the steps of the permit process and provide required forms and documents based upon the scope of work.
- Provided plan review and inspection services to allow for businesses to open including but not limited to Park Drive Storage, Quick Quack Car Wash on Sierra College Boulevard, Marco's Pizza, Trader Joes, Niello Porsche addition and Land Rover/Jaguar co-brand building.

ENGINEERING SERVICES

- Commenced review of site improvement plans for 11 new projects, reviewed 15 projects for pre-application, and reviewed approximately ten Planning Entitlements.
- Reviewed and approved six construction projects for grading and site improvement plans, six final parcel and subdivision maps, five lot line adjustments, three Grant Deeds, and eight Community Facilities District Annexation Maps for recordation with Placer County.
- Prepared list of Engineering processes for review with Assessment Consultant.

CODE ENFORCEMENT

- Developed and processed amendments to the Rocklin Municipal Code for the property maintenance, off-street parking of accessory vehicles and graffiti abatement sections.
- Completed testing of COMCATE Code Manager 2.0 case management software for purposes of creating mobile capability for the Division.
- Maintained a high efficiency rating by recording a 91.3% compliance rate since July, 2021.
- Resolved 948 violations out of 1,056 verified since July, 2021.
- Successfully implemented a modified proactive code enforcement model to meet industry best practices and to provide a more fair and equitable approach to enforcement within the community.

HOUSING SERVICES

- Implemented an annual allocation of Community Development Block Grant (CDBG) funds related to housing and community development.
- Maintained and updated an annual database of apartments in the City, highlighting affordable housing options, and maintained interjurisdictional partnerships related to the Housing Choice Voucher Program.
- Maintained relationships with housing advocates in the areas of homeless prevention, transitional housing, fair housing issues and special needs resources and served as a board member on the Placer County Continuum of Care.
- Adopted the 2021 Housing Element Update and the 2021 Community Safety Element Update, including the 2021 Placer County Local Hazard Mitigation Plan.

PLANNING SERVICES

- Processed land use entitlement applications and received approvals for projects including but not limited to Terracina Apartments, Tractor Supply, Maverick Gas Station, Whitney Ranch Chevron and Carwash, Lyon Oil Change, Pasquetti Headquarters, J&S Asphalt Headquarters, Clover Valley Development Agreement Amendment, Cool Pools Mixed Use, and Costa Building.
- Developed and processed amendments to the Rocklin Municipal Code for updates to Patio Cover Standards and Non-Commercial Sign Standards.

GOALS AND OBJECTIVES

BUILDING SERVICES AND PERMIT CENTER

- Complete implementation of Electronic Plan Submittal and Review to provide better and more efficient customer service by making it easier and faster to submit plans and documents and accelerate the plan review process.
- Improve customer service experience by expanding the use of an Online Permit Guide to cover the majority of building plan submittal types and making the permit process easier to understand.

ENGINEERING SERVICES

- Prepare and update Engineering processes checklists and plan review checklists.
- Implement DocuSign for Engineering-related contracts and agreements to streamline contract routing with external vendors/contractors.
- Begin compiling lists of City Notes and Standards to be updated and coordinate with Public Services to update the City Notes and Standards documents.
- Retain Consultant for plan review services, including private water line, structural calculations, and Storm Water Pollution Prevention Plans.

CODE ENFORCEMENT

- Complete upgrade of COMCATE Code Manager 2.0 case management software.
- Maintain and improve on Code Enforcement Division measurables by increasing compliance rate, resolving verified violations, and slowly increase the proactive rate to align with reactive rate.
- Develop and Implement minimum Code Enforcement Officer safety standards and obtain necessary safety equipment and training to comply with SB 296.

HOUSING SERVICES

- Administer approximately \$284,000 in CDBG funds for sidewalk repair, ADA improvements, and public service programs.
- Administer \$200,000 to \$400,000 in CDBG-Coronavirus funds.
- Assist with processing of Rezones and General Plan Amendments necessary to address the City's Available Sites Inventory and meet the Regional Housing Needs Allocation (RHNA) identified in the 2021-2029 Housing Element.
- Conduct a Housing Conditions Survey and assess local needs for Housing Rehabilitation, and prepare Accessory Dwelling Unit (ADU) marketing material.
- Complete the Circulation Element Update, associated Environmental Impact Report and resulting Traffic Impact Fee Update.

PLANNING SERVICES

- Continue to evaluate and process land use entitlement applications and take them forward to public hearings.
- Continue to evaluate the processes, procedures, and staffing of the Planning Division in order to maximize efficiency and productivity.

SIGNIFICANT CHANGES FROM THE PRIOR BUDGET

- Funding to support affordable housing development projects (\$1.6 million) in the Low and Moderate Income Housing Asset Fund.

	Actual FY2019/20	Actual FY2020/21	Approved Budget FY2021/22	Revised Budget FY2021/22	Approved Budget FY2022/23	Change Increase/ (Decrease)
BUDGET SUMMARY						
Staffing	3,223,047	3,165,587	3,372,900	3,414,900	3,530,900	116,000
Services and Supplies	1,302,075	1,160,760	2,508,200	2,649,600	4,201,000	1,551,400
Transfers	378,426	466,856	358,100	358,100	377,600	19,500
Capital Outlay	550,738	14,258	54,200	54,200	-	(54,200)
TOTAL	\$ 5,454,286	\$ 4,807,461	\$ 6,293,400	\$ 6,476,800	\$ 8,109,500	\$ 1,632,700

DIVISION BUDGET SUMMARY						
Building	2,055,343	2,012,993	2,084,700	2,103,700	2,212,300	108,600
Code Compliance	272,485	323,374	404,900	410,900	390,300	(20,600)
Engineering	598,412	436,682	613,300	617,300	600,600	(16,700)
Housing	917,834	314,980	839,200	839,700	2,225,300	1,385,600
Planning	1,591,838	1,701,069	2,332,900	2,486,800	2,662,600	175,800
Planning Commission	18,374	18,363	18,400	18,400	18,400	-
TOTAL	\$ 5,454,286	\$ 4,807,461	\$ 6,293,400	\$ 6,476,800	\$ 8,109,500	\$ 1,632,700

FUNDING SOURCES						
General Fund	4,666,366	4,500,682	5,064,600	5,248,000	5,536,100	288,100
CASp Certification & Training	300	-	-	-	-	-
CDBG - COVID-19 CARES Act	-	-	463,300	463,300	229,300	(234,000)
CDBG - HUD Entitlement	92,372	96,845	88,300	88,300	89,400	1,100
Economic Development Reserve	2,700	-	-	-	-	-
Low and Mod Income Housing Asset	686,743	133,500	178,900	178,900	1,775,900	1,597,000
Oak Tree Mitigation Fees	1,385	12,430	10,600	10,600	11,100	500
Technology Fees	2,169	64,004	60,000	60,000	40,000	(20,000)
Traffic Circulation Impact Fees	2,251	-	427,700	427,700	427,700	-
TOTAL	\$ 5,454,286	\$ 4,807,461	\$ 6,293,400	\$ 6,476,800	\$ 8,109,500	\$ 1,632,700

	Actual FY2019/20	Actual FY2020/21	Approved Budget FY2021/22	Revised Budget FY2021/22	Approved Budget FY2022/23	Change
POSITION SUMMARY						
Assistant City Manager	0.40	0.40	-	-	-	-
Assistant Planner	1.00	1.00	1.00	1.00	1.00	-
Associate Civil Engineer	1.00	1.00	1.00	1.00	1.00	-
Building Division Supervisor	1.00	1.00	1.00	1.00	1.00	-
Building Inspector I/II	3.00	2.00	2.00	2.00	2.00	-
Chief Building Official	1.00	1.00	1.00	1.00	1.00	-
Code Enforcement Officer	1.00	1.00	1.00	1.00	1.00	-
Code Enforcement Program Manager	-	-	-	1.00	1.00	-
Code Enforcement Technician	-	1.00	1.00	1.00	1.00	-
Departmental Administrative Specialist	1.00	1.00	1.00	-	-	-
Director of Community Development	1.00	1.00	1.00	1.00	1.00	-
Director of Long Range Planning	1.00	1.00	-	-	-	-
Director of Long Range Planning & Housing	-	-	1.00	1.00	1.00	-
Environmental Services Specialist	1.00	1.00	-	-	-	-
Housing Specialist	-	-	1.00	1.00	1.00	-
Manager of Planning Services	1.00	1.00	1.00	1.00	1.00	-
Office Assistant I/II	2.00	2.00	2.00	2.00	2.00	-
Permit Center Coordinator	1.00	1.00	1.00	1.00	1.00	-
Planning/Building Technician I/II	4.00	4.00	4.00	4.00	4.00	-
Senior Code Enforcement Officer	1.00	1.00	1.00	-	-	-
Senior Dept Administrative Specialist	-	-	-	1.00	1.00	-
Senior Office Assistant	1.00	1.00	1.00	1.00	1.00	-
Senior Planner	2.00	2.00	2.00	2.00	2.00	-
TOTAL	24.40	24.40	24.00	24.00	24.00	-

OVERVIEW OF THE SERVICES

The Fire Department provides response to emergencies throughout the City in an effort to minimize injuries, loss of life, property and environmental damage. The Department consists of four divisions: Fire Administration, Field Operations, Fire Prevention and Emergency Management.

FIRE ADMINISTRATION

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

FIELD OPERATIONS

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

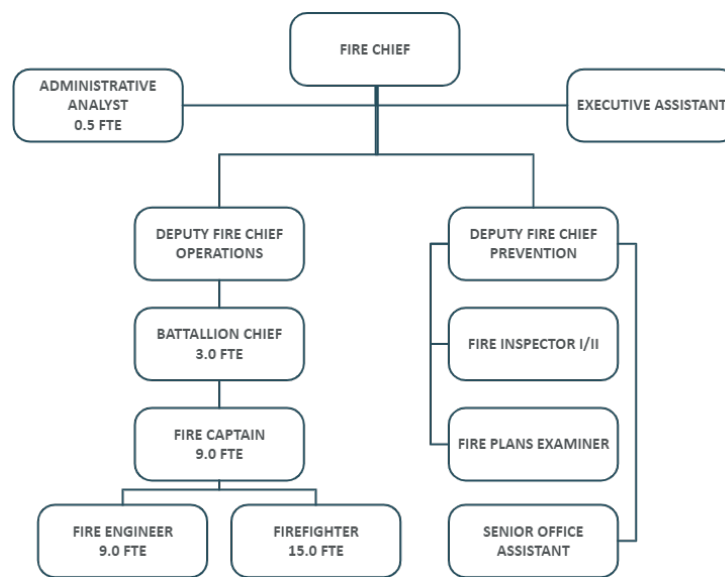
FIRE PREVENTION

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

EMERGENCY MANAGEMENT

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

ORGANIZATIONAL CHART



ACCOMPLISHMENTS

FIRE ADMINISTRATION

- Completed the Department's Strategic Plan and Standards of Coverage documents.
- Implemented the First Responder Fee to assist in supporting the Department's Paramedic services.

FIRE OPERATIONS

- Responded to 6,290 total incidents in 2021.
- Mitigated 16 significant incidents within the City.
- Deployed firefighters on 14 wildfire disasters.

FIRE PREVENTION

- Implemented the Compliance Engine, which allows third-party inspection and testing companies to submit documents electronically.
- Hired a Fire Inspector to conduct annual State Mandated Inspections of high hazard facilities.
- Completed 759 fire inspections and reviewed 524 building, fire, and engineering plans.
- Conducted 17 public education events.
- Established a position to assist in community development relative to fire and life safety within the City.
- Instituted an Arson Unit program designed to investigate suspicious fires within the City.

EMERGENCY MANAGEMENT

- Revised the City Emergency Operations Plan.
- Participated in updating the Placer County Local Mitigation Hazard Plan.

GOALS AND OBJECTIVES

FIRE ADMINISTRATION

- Seek grant opportunities to maintain and/or enhance service delivery.
- Promote and hire new firefighters.
- Reduce financial and legal risk/liability to the Fire Department and City of Rocklin.
- Maintain fiscal responsibility by identifying areas to increase efficiencies.

FIRE OPERATIONS

- Implement technology-based solutions to improve report writing for emergency medical incidents.
- Provide post-traumatic stress syndrome training for first responders.
- Improve survivability for victims of fire, hazardous material release, entrapment or other crisis incidents.
- Improve survivability of patients experiencing acute medical emergencies.
- Improve firefighter safety and survival.

FIRE PREVENTION

- Implement technology-based solutions to conduct field inspections that result in efficiencies for customers.

EMERGENCY MANAGEMENT

- Provide incident command system training to employees responsible for staffing the EOC.

SIGNIFICANT CHANGES FROM THE PRIOR BUDGET

- Restore a budget for one frozen Firefighter (1.0 FTE) position.

	Actual FY2019/20	Actual FY2020/21	Approved Budget FY2021/22	Revised Budget FY2021/22	Approved Budget FY2022/23	Change Increase/ (Decrease)
BUDGET SUMMARY						
Staffing	8,961,808	9,986,056	9,573,600	9,609,100	10,107,000	497,900
Services and Supplies	1,595,288	1,214,232	1,548,300	1,548,300	1,619,900	71,600
Transfers	1,791,478	1,918,814	2,062,400	2,062,400	2,186,300	123,900
Capital Outlay	1,453,124	6,248	939,600	1,439,600	275,000	(1,164,600)
TOTAL	\$ 13,801,698	\$ 13,125,350	\$ 14,123,900	\$ 14,659,400	\$ 14,188,200	\$ (471,200)

DIVISION BUDGET SUMMARY						
Fire Administration	2,606,993	2,894,927	3,020,900	3,052,400	3,459,900	407,500
Emergency Medical Services	94,655	72,734	87,300	87,300	114,800	27,500
Fire Suppression	10,660,170	9,720,276	10,238,300	10,738,300	9,732,600	(1,005,700)
Fire Prevention	339,243	316,244	684,400	688,400	770,800	82,400
Training/Facilities/Apparatus	100,637	121,169	93,000	93,000	105,100	12,100
Emergency Management	-	-	-	-	5,000	5,000
TOTAL	\$ 13,801,698	\$ 13,125,350	\$ 14,123,900	\$ 14,659,400	\$ 14,188,200	\$ (471,200)

FUNDING SOURCES						
General Fund	10,352,748	11,183,681	12,038,900	12,574,400	11,992,400	(582,000)
Community Facilities District No. 1	1,806,552	1,935,421	2,070,000	2,070,000	2,195,800	125,800
Capital Construction Fees	520,698	6,248	15,000	15,000	-	(15,000)
Rocklin Public Financing Authority	1,121,700	-	-	-	-	-
TOTAL	\$ 13,801,698	\$ 13,125,350	\$ 14,123,900	\$ 14,659,400	\$ 14,188,200	\$ (471,200)

	Actual FY2019/20	Actual FY2020/21	Approved Budget FY2021/22	Revised Budget FY2021/22	Approved Budget FY2022/23	Change
POSITION SUMMARY						
Administrative Analyst	-	-	-	0.50	0.50	-
Battalion Chief	3.00	3.00	3.00	3.00	3.00	-
Department Administrative Specialist	1.00	1.00	1.00	-	-	-
Deputy Fire Chief	1.00	1.00	1.00	2.00	2.00	-
Executive Assistant	-	-	-	1.00	1.00	-
Fire Captain	9.00	9.00	9.00	9.00	9.00	-
Fire Chief	1.00	1.00	1.00	1.00	1.00	-
Fire Engineer	9.00	9.00	9.00	9.00	9.00	-
Fire Inspector I/II	-	-	1.00	1.00	1.00	-
Fire Marshal	-	-	1.00	-	-	-
Fire Prevention Plans Examiner	1.00	1.00	1.00	1.00	1.00	-
Firefighter	15.00	15.00	15.00	15.00	15.00	-
Senior Office Assistant	1.00	1.00	1.00	1.00	1.00	-
TOTAL	41.00	41.00	43.00	43.50	43.50	-

OVERVIEW OF THE SERVICES

The Parks and Recreation Department provides parks, facilities and recreation experiences to enhance quality of life. The Department consists of three divisions: Business Services, Recreation, and Parks.

BUSINESS SERVICES DIVISION

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

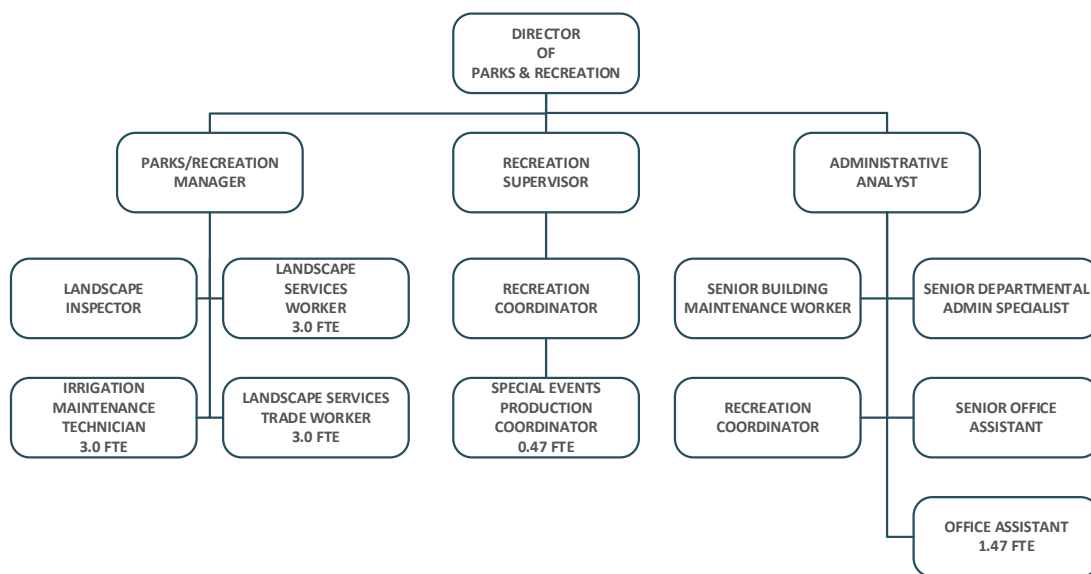
RECREATION DIVISION

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

PARKS DIVISION

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

ORGANIZATIONAL CHART



ACCOMPLISHMENTS

BUSINESS SERVICES

- Obtained \$428,000 Proposition 68 Grant Funding for Sunset Whitney Recreation Area (SWRA) East Trails.
- Obtained construction bid and contract for Phase I of SWRA East Trails.
- SWRA Masterplan Request for Proposal (RFP) and Consultant selection.
- Whitney Park Asphalt Pump Track RFP release.
- Re-opened all rental facilities to full capacity. Revenues, attendance, and registrations back to pre-pandemic benchmarks.

- Successful first operating season for ST Productions at Quarry Park Amphitheater with 18 total events and over 15,000 attendees.
- Created new Business Services Division and completed department re-organization.

RECREATION

- Addition of eight new Recreation programs: Dance Events, Yoga, Pilates, Pokémon Club, Drone Camp, Pickle Ball, Boys/Girls specific Tennis and Soccer, Movie Production Camp, and TV Production Camp.
- Recreation Supervisor position created and new Program Coordinator added to assist with increased programming and events.
- Added “Rocklin Civic Celebration” and “Park Pulse Harvest Festival” to the department’s annual events calendar.
- Executed a contract for a contract instructor to provide Adult Sports programming.
- Introduced new Rec Guide mailers to increase registration. 30,000 mailers sent to Rocklin residents.

PARKS

- Inclusion in the 2022 CPRS Conference “Parks Make Life Better Tour”, showcasing Quarry Park Adventures and Quarry Park Amphitheater to P&R professionals across the state.
- Completed the Gayaldo Park Phase II project.
- Completed the SWRA East Trails Phase I construction project.
- Completed the George and Kathy Magnuson Park Pavilion plaque installation.
- Completion of Quarry Park Amphitheater upgrades, including turf and lighting renovations.

GOALS AND OBJECTIVES

BUSINESS SERVICES

- Increase weekday utilization of City facilities via marketing, technology enhancements, and pricing strategies.
- Implement department Mission, Vision, Values and create strategic Goals and Objectives for the department.
- Creation of the SWRA Master Plan.

RECREATION

- Expand programs and activities offered, with an emphasis on preschool age children and teens.
- Expand aquatics programs and partnerships. Increase resident access to swim lessons, classes, and open swim.
- Increase cultural events to the City’s annual event schedule.
- Full implementation of Adult Sports programming.
- Continue partnership with ST Productions to increase programming at Quarry Park Amphitheater.

PARKS

- Complete SWRA East Trails and open property to the public.
- Whitney Park Asphalt Pump Tract design and construction.
- New neighborhood park opening – Sierra Pine.
- Create a succession plan within the Parks division.

SIGNIFICANT CHANGES FROM THE PRIOR BUDGET

- Add an Irrigation Technician (1.0 FTE) position and a truck (\$48,600) to address the workload. This position will allow for the 37 parks to be divided into three regions, creating an overall balance and allow for manageable irrigation maintenance. Position costs will be offset by deleting two permanent part-time (0.47 FTE Senior Program Assistant and 0.47 FTE Program Analyst II) positions. The vehicle budget will be allocated between the General Fund (\$24,300) and CFD No. 5 (\$24,300) Fund.
- Add a Recreation Coordinator (1.0 FTE) position for venue rentals, monitoring, and supervision of part-time positions. Costs will be offset by deleting Program Assistant II (0.94 FTE) permanent part-time positions and reducing non-permanent part-time budgets.
- Provide funding for the SWRA East Trails (\$546,300), SWRA Recreation (\$764,800), and SWRA Restrooms (\$230,000) projects with a transfer from the General Fund fund balance commitments: Open all SWRA Trails, Park Improvements, and Park Infrastructure commitments.
- Provide funding for the Bike Pump Track at Whitney Community Park project from the Whitney Ranch Community Park Fees Fund.

	Actual FY2019/20	Actual FY2020/21	Approved Budget FY2021/22	Revised Budget FY2021/22	Approved Budget FY2022/23	Change Increase/ (Decrease)
BUDGET SUMMARY						
Staffing	2,615,448	2,426,592	2,813,000	2,846,000	2,905,900	59,900
Services and Supplies	3,132,934	3,917,837	4,107,600	4,107,600	4,409,800	302,200
Transfers	659,497	675,184	706,600	706,600	715,500	8,900
Capital Outlay	1,577,505	-	657,500	657,500	2,509,700	1,852,200
TOTAL	\$ 7,985,384	\$ 7,019,613	\$ 8,284,700	\$ 8,317,700	\$ 10,540,900	\$ 2,223,200

DIVISION BUDGET SUMMARY						
Arts & Special Events	123,446	27,478	106,200	106,200	110,000	3,800
Parks Landscaping	6,407,705	5,416,029	6,151,400	6,171,400	8,413,500	2,242,100
Quarry Park Adventures	-	-	198,700	198,700	104,500	(94,200)
Recreation Administration	971,202	984,555	930,700	938,700	740,900	(197,800)
Recreation Commission	9,355	9,763	23,300	23,300	22,800	(500)
Recreation Programs	139,263	342,204	442,000	444,000	753,500	309,500
Venue Rentals	334,413	239,584	432,400	435,400	395,700	(39,700)
TOTAL	\$ 7,985,384	\$ 7,019,613	\$ 8,284,700	\$ 8,317,700	\$ 10,540,900	\$ 2,223,200

	Actual FY2019/20	Actual FY2020/21	Approved Budget FY2021/22	Revised Budget FY2021/22	Approved Budget FY2022/23	Change Increase/ (Decrease)
FUNDING SOURCES						
General Fund	3,901,331	4,044,932	4,621,400	4,643,100	6,284,600	1,641,500
American Disabilities Act	15,000	15,660	-	-	-	-
Capital Construction Fees	908,114	-	-	-	-	-
CASp Certification & Training	-	7,205	-	-	-	-
Community Facilities District No. 5	1,832,333	2,169,060	2,424,000	2,435,300	2,488,900	53,600
Community Park Fees	4,620	16,619	12,600	12,600	12,500	(100)
NW Rocklin Community Park Fees	-	-	-	-	920,000	920,000
Oak Tree Mitigation Fees	54,166	63,032	65,000	65,000	74,000	9,000
Park Development Fees	-	-	472,500	472,500	43,000	(429,500)
Park Repair & Maintenance	60,905	-	-	-	-	-
Park Tax Special Assessment	612,175	627,285	643,600	643,600	645,400	1,800
Quarry Park Amphitheater Events	52,344	9,328	9,600	9,600	36,500	26,900
Recreation Facilities Contribution	-	39,000	-	-	-	-
Rocklin Public Financing Authority	515,218	-	-	-	-	-
Technology Fees	29,178	27,492	36,000	36,000	36,000	-
TOTAL	\$ 7,985,384	\$ 7,019,613	\$ 8,284,700	\$ 8,317,700	\$ 10,540,900	\$ 2,223,200

POSITION SUMMARY

Administrative Analyst	-	-	-	1.00	1.00	-
Assistant City Manager	0.30	0.30	-	-	-	-
Deputy Director of Parks and Recreation	1.00	1.00	1.00	-	-	-
Director of Parks and Recreation	1.00	1.00	1.00	1.00	1.00	-
Irrigation Maintenance Technician	2.00	2.00	2.00	2.00	3.00	1.00
Landscape Inspector	1.00	1.00	1.00	1.00	1.00	-
Landscape Services Trade Worker	3.00	3.00	3.00	3.00	3.00	-
Landscape Services Worker	3.00	3.00	3.00	3.00	3.00	-
Office Assistant I/II	2.47	2.47	2.47	1.47	1.47	-
Parks Division Supervisor	1.00	1.00	1.00	-	-	-
Parks/Recreation Manager	1.00	1.00	-	1.00	1.00	-
Program Assistant II	1.41	1.41	1.41	1.41	-	(1.41)
Recreation Business Technician	1.00	1.00	1.00	-	-	-
Recreation Coordinator	2.00	1.00	1.00	1.00	2.00	1.00
Recreation Supervisor	-	-	-	1.00	1.00	-
Senior Building Maintenance Worker	1.00	1.00	1.00	1.00	1.00	-
Senior Dept Administrative Specialist	1.00	1.00	1.00	1.00	1.00	-
Senior Office Assistant	-	-	-	1.00	1.00	-
Senior Program Assistant	0.47	0.47	0.47	0.47	-	(0.47)
Special Events Production Coordinator	0.47	0.47	0.47	0.47	0.47	-
TOTAL	23.12	22.12	20.82	20.82	20.94	0.12

OVERVIEW OF SERVICES

The Rocklin Police Department provides law enforcement services to the City of Rocklin. The Department consists of four divisions: Administration, Operations, Investigations and Support Services.

ADMINISTRATION DIVISION

The Administration Division supports other divisions of the Department, but also has Professional Standards (previously known as Internal Affairs). The Professional Standards Unit (PSU) is primarily responsible for protecting the integrity and reputation of the Police Department. This entails managing the agency's accreditation process to overseeing the complaint and commendation processes of police personnel. The PSU, in collaboration with the Human Resources, coordinates testing, interviewing and background investigations to recruit the best possible candidates.

OPERATIONS

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

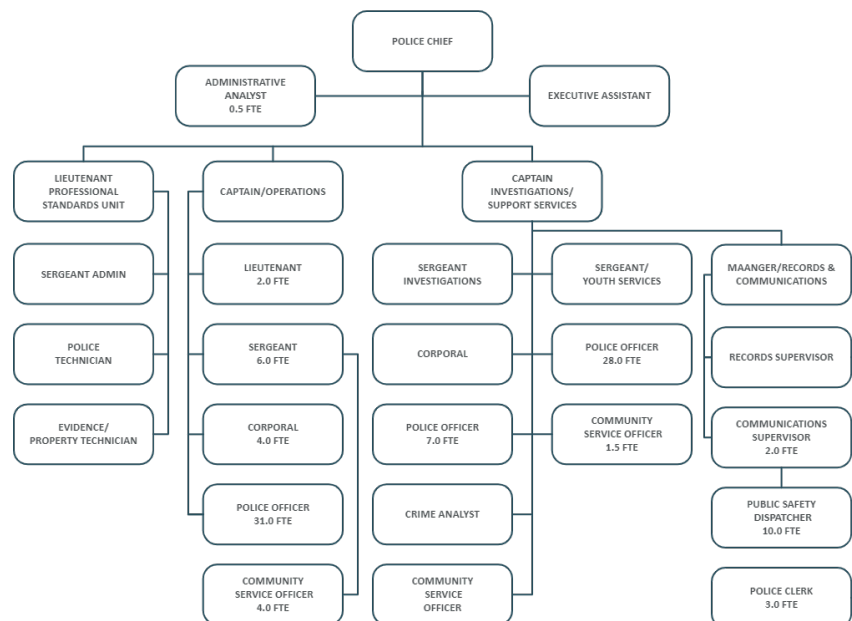
INVESTIGATIONS

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

SUPPORT SERVICES

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

ORGANIZATIONAL CHART



ACCOMPLISHMENTS

- Completed the 1st year of a 4-year review process for CALEA accreditation.
- Implemented the Drone program. The drones were utilized on 52 calls in 2021, totaling 150 flights. The drones were utilized on several local protests and large crowd events to assist officers on the ground. Drones were also used for identifying homeless camps, to search for missing persons, and other police investigation/operational situations.
- Deployed five Automatic License Plate Reader (ALPR) cameras throughout the City.

GOALS AND OBJECTIVES

- Health & Wellness – the Department is working towards an overall Health & Wellness program for staff to include enrichment training, physical and mental health, and a strong Peer Support Team. As part of the program, the Department Wellness Manual will be updated.
- Streamline Police Operations through use of technologies. This includes ECites, CIBRS/NIBRS application, RIPA mandatory requirements and incorporating these processes through RIMS (Records Integrated Management System/Computer Aided Dispatch).
- Promote continued community connections through use of various social media outlets. As the needs and expectations of social media evolve, so must the Department's approach to providing that interaction with their followers and the community. We continue to strive for transparency, education, crime prevention and information sharing to provide insight for the community into their Police Department.
- Deploy 23 ALPR cameras throughout the City.

SIGNIFICANT CHANGES FROM PRIOR BUDGET

- Add two Police Officer (2.0 FTE) positions and a vehicle in the Police Operations.
- One-time funding to replace the VHF Motorola Radio System as it has reached the end of its useful life and parts are obsolete.

	Actual FY2019/20	Actual FY2020/21	Approved Budget FY2021/22	Revised Budget FY2021/22	Approved Budget FY2022/23	Change Increase/ (Decrease)
BUDGET SUMMARY						
Staffing	16,067,511	17,470,678	18,128,800	18,162,300	18,541,400	379,100
Services and Supplies	1,467,786	1,530,715	2,201,500	2,259,500	2,221,100	(38,400)
Transfers	165,423	171,043	193,400	193,400	201,500	8,100
Capital Outlay	480,423	9,757	481,400	481,400	1,003,400	522,000
TOTAL	\$ 18,181,143	\$ 19,182,193	\$ 21,005,100	\$ 21,096,600	\$ 21,967,400	\$ 870,800

DIVISION BUDGET SUMMARY						
Police Administration	1,229,601	1,207,263	1,236,100	1,263,600	1,543,800	280,200
Police Investigative Services	4,137,437	5,141,532	4,750,300	4,752,300	4,410,400	(341,900)
Police Operations	10,372,674	10,290,937	12,095,400	12,155,400	13,019,000	863,600
Police Support Services	2,441,431	2,542,461	2,923,300	2,925,300	2,994,200	68,900
TOTAL	\$ 18,181,143	\$ 19,182,193	\$ 21,005,100	\$ 21,096,600	\$ 21,967,400	\$ 870,800

	Actual FY2019/20	Actual FY2020/21	Approved Budget FY2021/22	Revised Budget FY2021/22	Approved Budget FY2022/23	Change Increase/ (Decrease)
FUNDING SOURCES						
General Fund	17,665,939	18,569,885	20,325,900	20,359,400	21,494,000	1,134,600
AB3229 Sup Law Enforcement Svcs	161,775	166,830	187,300	187,300	183,800	(3,500)
Asset Forfeiture - State	97,569	102,151	212,000	212,000	15,000	(197,000)
Quarry Park Amphitheater Events	1,975	4,481	18,500	18,500	18,500	-
Traffic Safety PD Grants	253,885	338,846	261,400	319,400	256,100	(63,300)
TOTAL	\$ 18,181,143	\$ 19,182,193	\$ 21,005,100	\$ 21,096,600	\$ 21,967,400	\$ 870,800

POSITION SUMMARY

Administrative Analyst	-	-	-	0.50	0.50	-
Animal Control Officer	2.00	2.00	2.00	-	-	-
Community Service Officer	4.00	4.00	4.00	6.00	6.00	-
Crime Analyst	1.00	1.00	1.00	1.00	1.00	-
Evidence/Property Technician	1.00	1.00	1.00	1.00	1.00	-
Executive Assistant	1.00	1.00	1.00	1.00	1.00	-
Manager of Police Records and Comm	1.00	1.00	1.00	1.00	1.00	-
Police Captain	2.00	2.00	2.00	2.00	2.00	-
Police Chief	1.00	1.00	1.00	1.00	1.00	-
Police Clerk	0.47	0.47	0.47	0.47	0.47	-
Police Lieutenant	2.00	2.00	3.00	3.00	3.00	-
Police Officer	49.00	48.00	48.00	48.00	50.00	2.00
Police Records Clerk	3.00	3.00	3.00	3.00	3.00	-
Police Records Supervisor	1.00	1.00	1.00	1.00	1.00	-
Police Sergeant	8.00	9.00	9.00	9.00	9.00	-
Public Safety Dispatcher I/II	10.00	10.00	10.00	10.00	10.00	-
Public Safety Dispatch Supervisor	2.00	2.00	2.00	2.00	2.00	-
TOTAL	88.47	88.47	89.47	89.97	91.97	2.00

OVERVIEW OF THE SERVICES

The primary responsibility of the Public Services Department is to maintain the City's infrastructure in support of the community, the City's General Plan, and other City Departments. The Department designs, builds and maintains facilities and other public areas, coordinates street excavation and pavement maintenance work, manages the City's vehicle and equipment fleet, monitors water quality and regulates street and sidewalk use while enhancing and protecting the public rights-of-way. The Department consists of eight divisions: Streets, Environmental Services, Landscape, Traffic Signals & Lighting/Operations, Engineering, Facilities, Fleet Services and Administration.

STREETS

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

ENVIRONMENTAL SERVICES

This division is responsible for Federal/State/Local regulatory processes, procedures, permitting, and programs. Also, the City's grazing, weed abatement, environmental, related community partnerships, and departmental risk management oversight are managed by this division.

LANDSCAPE

All landscape on City-owned streets, rights-of-way, and pocket parks are managed and repaired by this division. This includes the installation and maintenance of all City-owned fencing within the City right-of-way.

TRAFFIC SIGNALS & LIGHTING/OPERATIONS

This division is responsible for our community's safe and efficient movement of people, goods and services throughout our roadways. They manage the traffic signals, street lights, and all signs and roadway markings.

ENGINEERING

Engineering provides design services, project management, and inspection services for maintenance, capital improvement, and private development projects.

FLEET SERVICES

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

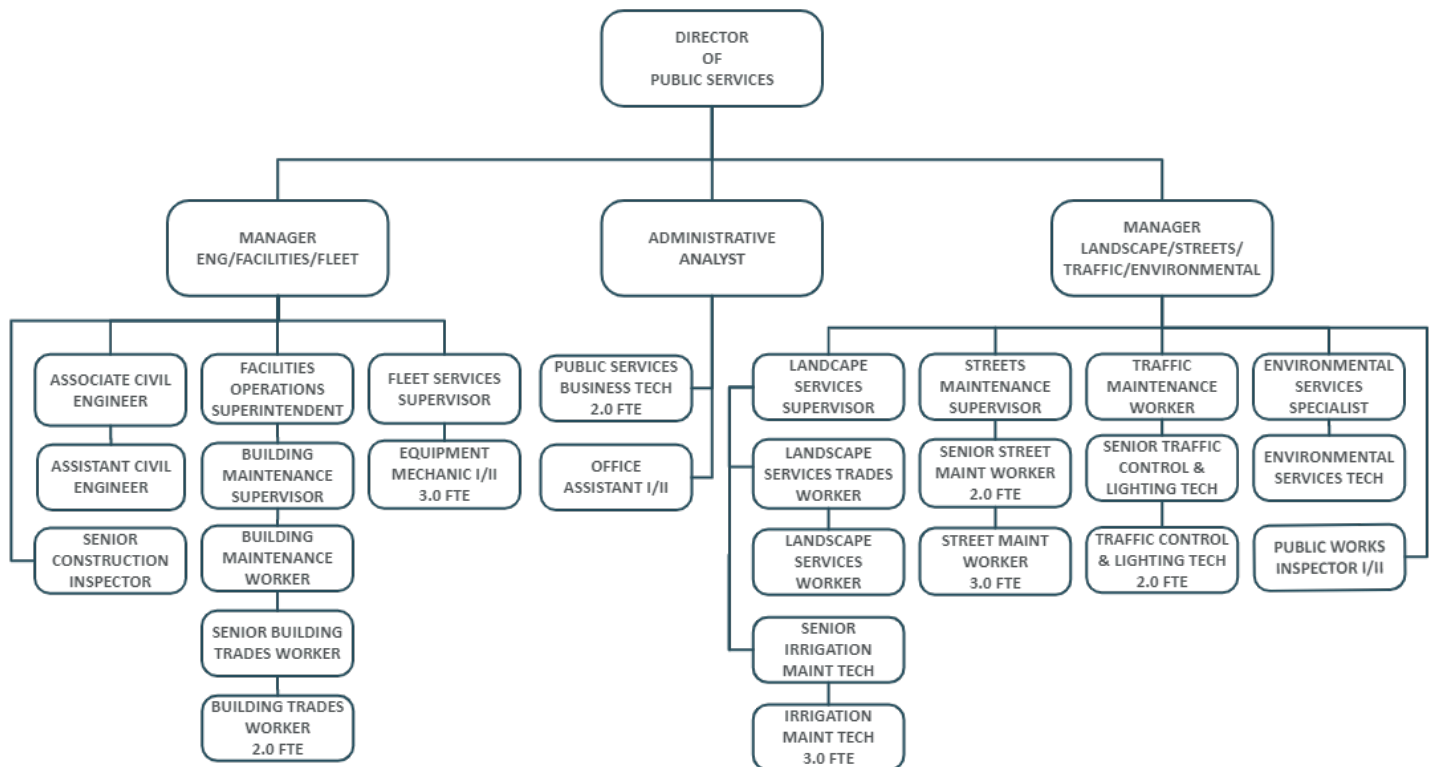
FACILITIES

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

ADMINISTRATION

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

ORGANIZATIONAL CHART



ACCOMPLISHMENTS

- Received grant funding to develop and implement the Local Road and Safety Plan (LRSP), which has been adopted by the City.
- Completed the selection process and entered into a contract for the environmental portion of the Rocklin Road/Sierra College Corridor Multimodal Enhancements project.
- Completed Winding Lane Curve/Lost Avenue Intersection Improvements.
- Awarded the Contract for the Rocklin Road at Pacific Road Roundabout.
- Multiple storm-related emergency repairs on City roadways and drainage infrastructure were completed.
- Taking the lead in the City's coordination with the surrounding municipalities, local businesses and Placer County to implement the California SB 1383 organics waste requirements that took effect on April 1, 2022.
- Working with the Fire Department, two Type III and one Type VI fire apparatuses were purchased and are being constructed with an anticipated delivery date in 2023.
- Completed Mission Hills Phase III Roadway Rehabilitation Project.
- Completed Mountaingate ADA Upgrade Project.

GOALS AND OBJECTIVES

- Implement SB 1383 Citywide.
- Update Pavement Management Plan.
- Update General Open Space Management Plan.
- Complete Rocklin Road/Pacific Street Roundabout Project.
- Update CIP documents to better compete for future grant funding opportunities.
- Continue to identify and pursue energy saving opportunities.
- Complete Mountaingate Pavement Rehabilitation Project.
- Update Department Strategic Plan.

SIGNIFICANT CHANGES FROM THE PRIOR BUDGET

- Add a Public Services Business Technician (1.0 FTE) position for the implementation and administration of SB 1383 – Organic Waste and Recycling. Part of the position cost is being offset by the SB 1383 Local Assistance Grant Program funds (\$100,300) from CalRecycle and the remainder from increases in franchise tax revenue.

	Actual FY2019/20	Actual FY2020/21	Approved Budget FY2021/22	Revised Budget FY2021/22	Approved Budget FY2022/23	Change Increase/ (Decrease)
BUDGET SUMMARY						
Staffing	5,640,289	5,499,756	5,838,200	5,908,200	6,025,200	117,000
Services and Supplies	9,957,741	9,522,406	10,533,200	10,979,900	9,761,400	(1,218,500)
Transfers	67,421	57,934	209,600	209,600	194,000	(15,600)
Other Operating Expenses	735,395	792,707	1,133,500	1,133,500	1,135,600	2,100
Capital Outlay	5,446,464	2,858,357	11,408,200	11,713,300	8,752,500	(2,960,800)
TOTAL	\$ 21,847,310	\$ 18,731,160	\$ 29,122,700	\$ 29,944,500	\$ 25,868,700	\$ (4,075,800)
DIVISION BUDGET SUMMARY						
Engineering Projects	3,879,785	2,118,570	11,774,500	12,084,400	6,961,300	(5,123,100)
Facilities Maintenance	4,069,353	3,217,583	2,612,900	2,759,400	3,588,800	829,400
Public Services Administration	340,658	326,805	252,200	255,600	380,100	124,500
Signals and Lighting	2,105,193	2,410,491	2,402,100	2,412,600	2,352,800	(59,800)
Streets and Drainage	4,990,956	4,111,473	4,754,800	5,079,000	4,823,000	(256,000)
Streets Landscaping	2,794,507	3,128,513	3,124,300	3,140,700	3,618,000	477,300
Vehicle Fleet	2,350,435	2,310,032	3,110,100	3,115,100	2,966,800	(148,300)
Water Quality & Open Space	1,316,423	1,107,693	1,091,800	1,097,700	1,177,900	80,200
TOTAL	\$ 21,847,310	\$ 18,731,160	\$ 29,122,700	\$ 29,944,500	\$ 25,868,700	\$ (4,075,800)

	Actual FY2019/20	Actual FY2020/21	Approved Budget FY2021/22	Revised Budget FY2021/22	Approved Budget FY2022/23	Change Increase/ (Decrease)
FUNDING SOURCES						
General Fund	3,814,101	3,471,868	3,479,300	3,500,700	5,545,100	2,044,400
GF - Streets Maintenance Reserve	921,704	237,508	-	-	-	-
American Rescue Plan Act	-	-	-	45,000	-	(45,000)
Whitney Ranch Trunk Sewer Project	24,561	12,826	641,100	641,100	-	(641,100)
Whitney Ranch Interchange Fees	36,498	10,883	-	-	-	-
American Disabilities Act	-	3,500	-	-	-	-
CA Department of Finance CARES Act	19,162	-	-	-	-	-
Public Facilities Impact Fees	53,093	-	60,000	60,000	-	(60,000)
Rocklin Public Financing Authority	1,484,580	360,885	-	-	-	-
Wetlands Maintenance Parcel 34	2,265	2,345	2,700	2,700	2,500	(200)
Boroski Landfill Monitoring	23,311	34,254	28,100	28,100	28,100	-
Traffic Circulation Impact Fees	50,012	28,852	1,573,700	1,573,700	32,200	(1,541,500)
Bicycle and Pedestrian	205,597	-	-	-	70,000	70,000
Oak Tree Mitigation Fees	78,722	66,387	79,000	79,000	79,000	-
Grants/Other Reimbursables	-	-	-	-	100,300	100,300
Capital Construction Fees	447,654	621,938	310,300	398,800	136,300	(262,500)
CDBG - HUD Entitlement	308,500	187,255	184,800	184,800	184,800	-
Lighting Maintenance District No. 1	233,326	226,528	228,300	229,200	228,900	(300)
Community Facilities District No. 6	302,599	282,878	330,000	331,800	355,000	23,200
SB1 - Road Maint & Rehab Allocation	1,103,777	891,388	1,605,200	1,918,400	532,800	(1,385,600)
Transit Funds - SB325	723,797	411,858	787,200	787,200	902,900	115,700
Gax Tax	1,439,439	1,449,002	1,710,600	1,727,300	2,103,500	376,200
Lighting Maintenance District No. 2	2,136,393	2,242,961	2,325,300	2,334,900	2,378,800	43,900
Community Facilities District No. 5	2,172,186	2,166,286	2,310,500	2,323,000	2,645,100	322,100
Fleet Management	2,350,435	2,310,031	3,110,100	3,115,100	2,966,800	(148,300)
Sales Tax	2,118,057	3,272,764	3,531,500	3,838,700	3,048,900	(789,800)
Streets SR/Grants	1,797,541	438,963	6,825,000	6,825,000	4,527,700	(2,297,300)
TOTAL	\$ 21,847,310	\$ 18,731,160	\$ 29,122,700	\$ 29,944,500	\$ 25,868,700	\$ (4,075,800)

POSITION SUMMARY

Administrative Analyst	1.00	-	1.00	1.00	1.00	-
Assistant City Manager	0.30	0.30	-	-	-	-
Assistant Civil Engineer	1.00	1.00	1.00	1.00	1.00	-
Associate Civil Engineer	1.00	1.00	1.00	1.00	1.00	-
Building Maintenance Supervisor	1.00	1.00	1.00	1.00	1.00	-
Building Maintenance Worker	2.00	2.00	1.00	1.00	1.00	-
Building Trades Worker	3.00	2.00	2.00	2.00	2.00	-
Director of Public Services	1.00	1.00	1.00	1.00	1.00	-
Environmental Services Specialist	1.00	1.00	1.00	1.00	1.00	-
Environmental Services Technician	1.00	1.00	1.00	1.00	1.00	-
Equipment Mechanic I/II	3.00	3.00	3.00	3.00	3.00	-

	Actual FY2019/20	Actual FY2020/21	Approved Budget FY2021/22	Revised Budget FY2021/22	Approved Budget FY2022/23	Change
POSITION SUMMARY (continued)						
Facilities Operations Superintendent	1.00	1.00	1.00	1.00	1.00	-
Fleet Services Supervisor	1.00	1.00	1.00	1.00	1.00	-
Irrigation Maintenance Technician	3.00	3.00	3.00	3.00	3.00	-
Landscape Services Supervisor	1.00	1.00	1.00	1.00	1.00	-
Landscape Services Trades Worker	1.00	1.00	1.00	1.00	1.00	-
Landscape Services Worker	1.00	1.00	1.00	1.00	1.00	-
Office Assistant I/II	1.00	1.00	1.00	1.00	1.00	-
Public Services Admin Supervisor	1.00	1.00	-	-	-	-
Public Services Business Technician	1.00	1.00	1.00	1.00	2.00	1.00
Public Services Manager	1.00	1.00	1.00	2.00	2.00	-
Public Works Inspector I/II	1.00	1.00	1.00	1.00	1.00	-
Senior Building Trades Worker	1.00	1.00	1.00	1.00	1.00	-
Senior Construction Inspector	1.00	1.00	1.00	1.00	1.00	-
Senior Irrigation Maintenance Tech	1.00	1.00	1.00	1.00	1.00	-
Senior Street Maintenance Worker	2.00	2.00	2.00	2.00	2.00	-
Senior Traffic Control and Lighting Tech	1.00	1.00	1.00	1.00	1.00	-
Street Maintenance Supervisor	1.00	1.00	1.00	1.00	1.00	-
Street Maintenance Worker I/II	3.00	3.00	3.00	3.00	3.00	-
Streets/Traffic Operations Manager	1.00	1.00	1.00	-	-	-
Traffic Control and Lighting Technician	2.00	2.00	2.00	2.00	2.00	-
Traffic Maintenance Supervisor	1.00	1.00	1.00	1.00	1.00	-
TOTAL	42.30	40.30	39.00	39.00	40.00	1.00

OVERVIEW OF SERVICES

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

	Actual FY2019/20	Actual FY2020/21	Approved Budget FY2021/22	Revised Budget FY2021/22	Approved Budget FY2022/23	Change Increase/ (Decrease)
BUDGET SUMMARY						
Staffing	-	-	68,700	68,700	40,000	(28,700)
Services and Supplies	1,132,886	1,236,116	1,237,800	1,237,800	2,412,000	1,174,200
Transfers	7,514,070	3,916,891	2,567,800	2,567,800	2,046,900	(520,900)
Other Operating Expenses	8,024	2,394	1,500	1,500	100	(1,400)
Capital Outlay	6,911,135	8,331,432	-	-	-	-
TOTAL	\$ 15,566,115	\$ 13,486,833	\$ 3,875,800	\$ 3,875,800	\$ 4,499,000	\$ 623,200

DIVISION BUDGET SUMMARY						
Non-Departmental	15,566,115	13,486,833	3,875,800	3,875,800	4,499,000	623,200
TOTAL	\$ 15,566,115	\$ 13,486,833	\$ 3,875,800	\$ 3,875,800	\$ 4,499,000	\$ 623,200

FUNDING SOURCES						
General Fund	6,705,602	2,041,530	1,182,400	1,182,400	2,301,900	1,119,500
CA Department of Finance CARES Act	87,013	759,311	-	-	-	-
Community Facilities District No. 10	6,911,135	8,331,432	-	-	-	-
Community Facilities District No. 5	614,273	730,375	765,100	765,100	816,600	51,500
Community Facilities District No. 6	46,125	46,306	53,700	53,700	55,900	2,200
Community Park Fees	10,447	2,523	1,500	1,500	100	(1,400)
Construction Easement Endowment	9,396	3,156	1,500	1,500	1,200	(300)
Fleet Management	63,482	64,918	75,100	75,100	77,100	2,000
Gax Tax	247,200	265,628	298,300	298,300	348,700	50,400
Lighting Maintenance District No. 1	1,571	1,768	4,200	4,200	4,700	500
Lighting Maintenance District No. 2	309,916	357,215	351,800	351,800	357,400	5,600
Oak Tree Mitigation Fees	18,499	19,372	-	-	-	-
Public Facilities Impact Fees	22,491	16,967	21,900	21,900	10,200	(11,700)
Quarry Park Amphitheater Events	192	179	100	100	500	400
Rocklin Public Financing Authority	46,901	177	-	-	-	-
Sales Tax	321,387	472,927	460,100	460,100	412,000	(48,100)
Traffic Circulation Impact Fees	150,485	150,308	660,100	660,100	112,700	(547,400)
Whitney Ranch Interchange Fees	-	222,741	-	-	-	-
TOTAL	\$ 15,566,115	\$ 13,486,833	\$ 3,875,800	\$ 3,875,800	\$ 4,499,000	\$ 623,200



SECTION 5: DEFINITIONS

GOVERNMENTAL FUNDS**GENERAL FUNDS**

General Fund 100	The primary operating fund of the City. It is used to account for all activities except those legally or administratively required to be accounted for in other funds.
Americans with Disabilities Act (ADA) 737	The ADA is a federal civil rights law that prohibits discrimination against individuals with disabilities in all areas of public life, including all public and private places that are open to the general public. This fund accounts for monies used for services and improvements to facilities for individuals with disabilities.
Boroski Landfill Monitoring 727	This fund accounts for costs to monitor the Boroski Landfill.
General Fund Economic Development 122	This is a general fund type fund that accounts for committed funds previously set aside to be used for economic development activities.
General Fund Quarry Park Adventure Shortfall 115	This is a general fund type fund that accounts for a set aside for Quarry Park Adventures operating shortfalls, to be used as needed for deficits, up to the amount specified in the contract with the park operator.
General Fund Quarry Park Amphitheater Events 111	This is a general fund type fund that accounts for the special event activities hosted by the Parks and Recreation Department at the Quarry Park Amphitheater.
General Fund Streets Maintenance Reserve 120	This is a general fund type fund. These committed funds are set aside to be used for the maintenance of streets and roads.
Retirees Health 151	This fund accounts for monies to fund the Retirees' Health premium payments and to fund the Retirees' Health Trust. Budget policy requires 5% of any annual General Fund unreserved surplus to be transferred to the Retirees' Health Fund.
Technology Fees 130	This fund accounts for fees collected to cover the cost of e-commerce and related technology systems.

SPECIAL REVENUE FUNDS

American Rescue Plan Act 266	This fund accounts for funds received through the Federal American Rescue Plan Act.
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Asset Forfeiture (Federal) 243	This fund accounts for funds received by the Police Department from the Federal Government to share assets forfeited in cases worked on with joint efforts. Funds are to be used to support law enforcement efforts.
Asset Forfeiture (State) 242	This fund accounts for funds received by the Police Department from the State. 15% of these funds must be set aside to combat drug abuse and divert gang activity. Funds remaining after the 15% set aside are to be used to support law enforcement efforts.
Bicycle and Pedestrian 212	This fund accounts for Senate Bill 325 (Local Transportation Fund) amounts designated for Bicycle and Pedestrian transit needs of local government.
CASp Certification and Training 248	This fund accounts for SB 1186 monies collected for staff training for construction-related state accessibility requirements.
CDBG 2000 (Oak Court) 253	This fund accounts for State Community Development Block Grant funds received for the City's down payment assistance program for purchasers of Oak Court residences.
CDBG First Time Home Buyers 254	This fund accounts for State Community Development Block Grant funds received for the City's down payment assistance program for first time home buyers.
CDBG Housing and Urban Development Entitlement 257	This fund accounts for funds received from Federal Community Development Block Grant entitlement grant awards to be used for Public Services, Housing and Capital, Planning and Administration of Grant.
CDBG Housing Rehabilitation 251	This fund accounts for State Community Development Block Grant funds received for the City's housing rehabilitation program.
CDBG HUD Coronavirus 258	This fund accounts for funds received from the Federal Coronavirus Aid, Relief, and Economic Security Act (CARES Act) through the Dept. of Housing & Urban Development to be used to prevent, prepare for, and respond to COVID-19.
Community Facilities District 1 231	This fund accounts for special tax monies used for fire protection, fire suppression, and paramedic services.
Community Facilities District 5 232	This fund accounts for special tax monies used for streets and parkway lights, streetscapes, open space and parks.
Community Facilities District 6 233	This fund accounts for special tax monies used for operation and maintenance of open space and storm drainage facilities.
DOF Treasury Coronavirus 259	This fund accounts for funds received from the CARES Act through the Department of Finance to be used to prevent, prepare for, and respond to COVID-19.

Grant & Other Reimbursables 275	This fund accounts for reimbursable costs for grants or other reimbursement agreements.
LCTP 219	This fund accounts for monies from the state-funded Low Carbon Transportation Program to reduce greenhouse gas emissions and improve mobility.
Lighting & Landscape Maintenance District No. 2 235	This fund accounts for special assessment monies used for lighting and landscape of public areas within the District.
Lighting Maintenance District 1 230	This fund accounts for special assessment monies used for lighting of public areas within the District.
Motor Vehicle Fuel Tax (Gas Tax) 201	This fund accounts for monies received from the State of California under various State statutes. The allocations must be spent for street transportation-related purposes.
Park Development and Maintenance Tax 236	This fund accounts for special tax monies used for maintenance, development, repair and operation of parks.
Recreation Facilities Contribution 221	This fund accounts for facilities construction and improvements.
SB1- Road Maintenance & Rehab Allocation 205	This fund accounts for monies designated by the Road Repair and Accountability Act of 2017 (SB 1) to be used for maintenance, rehabilitation and safety improvements of streets and highways.
SB325 Sales Tax 210	This fund accounts for the remaining sales tax revenue collected in accordance with SB 325 (Local Transportation Fund) to be used for maintenance of streets.
SB325 Transit Funds 211	This fund accounts for monies from the SB 325 (Local Transportation Fund) and State Transit Assistance funds for the transit needs of local government.
Streets Grants Fund 240	This fund accounts for various grants related to street capital projects.
Supplemental Law Enforcement Grant 736	This fund accounts for state funds received to be used for public safety purposes.
Traffic Safety/PD Grants 244	This fund accounts for monies received for traffic safety programs and police grants.

CAPITAL PROJECT FUNDS

Capital Construction Tax 304	This fund accounts for taxes imposed on Development to be used for development of public facilities and acquisition of fire equipment and is the funding source to pay the debt payments in Fund 400 Capital Construction Debt Service.
Community Park Fees 301	This fund accounts for impact fees used for community parks and city-wide recreational facility construction and improvements to reduce the impacts caused by new development within the City.
NW Rocklin Community Park Fees 307	This fund accounts for impact fees used to fund the North West Rocklin Community Park.
Oak Tree Mitigation Fees 305	This fund accounts for fees used to help mitigate the decline of oak woodlands due to urbanization.
Park Development Fees 300	This fund accounts for fees to be used for the development, installation, servicing, maintenance, repair and operation of parks and related recreation and facilities.
Public Facilities Impact Fees 308	This fund accounts for impact fees used to fund expansion of public facilities to serve new development within the City.
Rocklin Public Financing Authority 311	This fund accounts for debt funded capital construction projects.
Traffic Circulation Impact Fees 302	This fund accounts for impact fees used to finance street construction and improvements to reduce the impacts caused by new development within the City.
Whitney Ranch Interchange Fees 325	This fund accounts for impact fees used to develop the Whitney Ranch/Highway 65 Interchange.
Whitney Ranch Trunk Sewer Project 306	This fund accounts for impact fees used to fund the Whitney Ranch Trunk Sewer Project.

DEBT SERVICE FUND

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

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

INTERNAL SERVICE FUNDS

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

FIDUCIARY FUND

Public Arts Trust Fund 739	This fund accounts for donations and expenditures for public arts projects.
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ACRONYM	DESCRIPTION
AB	Assembly Bill
ADA	Americans with Disabilities Act
CDBG	Community Development Block Grant
CMO	City Manager's Office
CalPERS	California Public Employees' Retirement System
ACFR	Annual Comprehensive Financial Report
CIP	Capital Improvement Plan
DFEH	Department of Fair Employment and Housing
DHS	Department of Health Services
EIR	Environmental Impact Report
FY	Fiscal Year
FMLA	Family Medical Leave Act
FT	Full-Time
PT	Part-Time
FTE	Full Time Equivalent
GF	General Fund
GO	General Obligation
GASB	Government Accounting Standards Board
GFOA	Government Finance Officers Association of the United States of America
HIPPA	Health Insurance Portability and Accountability Act of 1996
IAFF	International Association of Fire Fighters
IS	Information System
IT	Information Technology
LT	Limited Term
MOU	Memorandum of Understanding
NCCSIF	Northern California Cities Self Insurance Fund
OSHA	Occupational Safety and Health Agency
PCI	Payment Card Industry
PFFP	Public Facilities Financing Plan

PG&E	Pacific Gas and Electric
PPT	Permanent Part-Time
PRA	Public Records Act
SB	Senate Bill
TPT	Temporary Part-Time
VLF	Vehicle License Fee



APPENDICES

Fund Analysis Fiscal Year 2022/23 Budget

	Beginning Balance	Revenue	Expenditures	Interest	Transfers In	Transfers Out	Ending Balance
FUNDS							
100 General Fund Reserved							
Building Repair Allocation	371,200	254,000	427,500	-	-	-	197,700
Park Infrastructure Reserve	853,100	-	429,000	-	-	-	424,100
Surplus FY2020/21 Set Aside	7,508,300	-	1,812,100	-	-	-	5,696,200
Operating Reserve	13,126,600	-	-	-	1,099,300	-	14,225,900
General Fund Reserved Totals	21,859,200	254,000	2,668,600	-	1,099,300	-	20,543,900
General Fund Unreserved	17,837,400	54,663,300	58,583,800	120,300	4,212,200	369,400	17,880,000
Total General Fund	39,696,600	54,917,300	61,252,400	120,300	5,311,500	369,400	38,423,900
111 GF -Qp Amphitheater Events Fund	20,200	83,500	55,500	-	-	-	48,200
115 GF -Qp Adventures Shortfall	240,000	-	-	-	-	-	240,000
122 GF -Economic Dev Reserve	428,100	-	81,100	-	-	-	347,000
130 Technology Fee	1,237,200	-	900,200	-	476,200	-	813,200
151 Retirees Health Fund	206,000	2,289,000	2,289,700	700	-	-	206,000
201 Gas Tax All Sections	531,300	2,063,900	2,128,900	1,700	-	323,300	144,700
205 SB1 Road Maint & Rehab Allocation	378,800	1,606,300	500,000	1,100	-	32,800	1,453,400
210 Sales Tax - SB325	3,742,100	4,338,900	3,037,000	5,000	-	438,900	4,610,100
211 Transit Funds - SB 325	-	902,900	902,900	-	-	-	-
212 Bicycle And Pedestrian Facilities	-	70,000	70,000	-	-	-	-
221 Rec Facilities Contribution	1,600	-	-	-	-	-	1,600
230 Lighting Maintenance District No. 1	-	249,000	246,700	-	-	2,300	-
231 Community Facilities District No. 1	-	2,195,800	22,000	-	-	2,173,800	-
232 Community Facilities District No. 5	3,250,000	6,472,800	5,253,900	9,700	1,200	761,300	3,718,500
233 CFD NO. 6 Open Space Maintenance	188,700	351,800	365,000	600	-	50,500	125,600
235 Landscaping & Lighting Maint Dist No. 2	1,380,800	2,563,000	2,426,200	4,600	-	335,600	1,186,600
236 Park Tax Special Assessment	-	645,400	6,500	-	-	638,900	-
240 Streets SR/Grants Fund	-	4,527,700	4,527,700	-	-	-	-
242 Asset Forfeiture - State	265,400	100,000	15,000	1,500	-	-	351,900
243 Asset Forfeiture - Federal	10,100	-	-	-	-	-	10,100
244 Traffic Safety/Police Grants	-	244,500	256,100	-	11,600	-	-
248 CASp Certification & Training	52,000	-	-	-	-	-	52,000
251 CDBG Housing Rehabilitation	156,000	-	-	-	-	-	156,000
CDBG Housing Rehabilitation Loans	188,000	-	-	-	-	-	188,000
253 CDBG 2000 - Oak Court	265,600	-	-	-	-	-	265,600
CDBG 2000 - Oak Court Loans	110,000	-	-	-	-	-	110,000
254 CDBG - First Time Home Buyers	103,200	-	-	-	-	-	103,200
CDBG - First Time Home Buyers Loans	21,000	-	-	-	-	-	21,000
257 CDBG - Hud Entitlement	-	284,200	228,400	-	-	55,800	-
258 CDBG - COVID 19 CARES Act	-	229,300	229,300	-	-	-	-
270 Low Mod Income Housing Asset	2,369,800	-	1,690,000	9,900	-	150,000	539,700
Low Mod Income Loans	8,399,600	-	-	-	-	-	8,399,600
275 Grant & Other Reimbursables	-	100,300	-	-	-	100,300	-
300 Park Development Fees	426,400	746,100	43,100	2,200	-	-	1,131,600
Reserve For SWRA Debt Service	432,500	-	217,900	-	-	-	214,600

Fund Analysis Fiscal Year 2022/23 Budget

	Beginning Balance	Revenue	Expenditures	Interest	Transfers In	Transfers Out	Ending Balance
FUNDS							
301 Community Park Fees	(149,800)	186,500	68,200	-	-	12,500	(44,000)
302 Traffic Circ Impact Fee	14,134,000	2,916,700	457,700	72,000	-	114,900	16,550,100
Traffic Circ Impact Fee Loans	971,100	-	-	-	-	-	971,100
304 Capital Const Tax	4,035,400	1,946,800	136,300	11,500	-	532,400	5,325,000
Reserve For LRBS Debt Service	1,059,300	-	-	-	-	-	1,059,300
305 Oak Tree Mitigation Fees	106,800	250,000	153,000	1,800	-	11,100	194,500
Reserve For SWRA Debt Service	495,300	-	249,600	-	-	-	245,700
306 Whitney Ranch Trunk Sewer Fee	558,800	93,000	-	300	-	-	652,100
307 North West Rocklin Comm Park Fee	937,400	470,500	920,000	3,600	-	-	491,500
308 Public Facilities Impact Fee	774,700	216,300	-	2,600	-	10,200	983,400
325 Whitney Ranch Interchange Fee	1,333,400	190,800	-	4,400	-	-	1,528,600
400 Capital Const - Debt Service	2,700	-	529,500	-	532,400	-	5,600
500 Vehicle Fleet Management	2,989,800	2,853,500	2,984,400	17,600	-	59,500	2,817,000
Vehicle Fleet Net Capitalized Assets	5,587,000	-	-	-	-	-	5,587,000
525 Risk Mgmt - Internal Service Fund	1,731,900	3,303,900	3,303,900	11,000	-	-	1,742,900
Risk Mgmt - Reserves-Self Ins Losses; Disaster Cont; NCCSIF	3,372,600	-	-	-	-	-	3,372,600
727 Boroski Landfill Monitoring Trust	-	-	28,100	-	28,100	-	-
728 Wetlands Maint Trust Parcel 34	67,400	-	-	1,600	-	2,500	66,500
729 Cons. Easement Endow	453,500	-	-	1,200	-	1,200	453,500
736 Sup Law Enf Serve AB3229	-	183,800	-	-	-	183,800	-
TOTAL	\$ 102,562,300	\$ 97,593,500	\$ 95,576,200	\$ 284,900	\$ 6,361,000	\$ 6,361,000	\$ 104,864,500

	Bargaining Unit	Schedule	Range	Minimum	Maximum
JOB CLASSIFICATION					
Accountant I	AFSCME	B	28	62,790	86,556
Accountant II	AFSCME	B	33	71,041	97,930
Accounting Supervisor	Management	B	16	93,767	129,258
Accounting Technician I	AFSCME	B	21	52,823	72,817
Accounting Technician II	AFSCME	B	25	58,306	80,376
Administrative Analyst	AFSCME	B	39	82,385	113,569
Administrative Assistant	AFSCME	B	23	55,497	76,503
Animal Control Officer	Police	B	NSP6	54,364	74,942
Assistant City Attorney	Management	B	26	120,029	165,462
Assistant City Manager	Management	B	38	161,426	222,528
Assistant Civil Engineer	AFSCME	B	43	74,637	102,888
Assistant Land Surveyor	AFSCME	B	37	78,416	108,097
Assistant Planner	AFSCME	B	33	71,041	97,930
Associate Civil Engineer	AFSCME	B	35	90,938	125,359
Associate Management Analyst	Management	B	5	71,464	98,514
Associate Planner	AFSCME	B	39	82,385	113,569
Building Division Supervisor	AFSCME	B	39	82,385	113,569
Building Inspector I	AFSCME	B	26	59,764	82,385
Building Inspector II	AFSCME	B	32	69,308	95,542
Building Maintenance Supervisor	AFSCME	B	29	64,359	88,720
Building Maintenance Worker	AFSCME	B	20	51,534	71,041
Building Plans Examiner	AFSCME	B	31	67,618	93,212
Building Trades Worker	AFSCME	B	28	62,790	86,556
Chief Building Official	Management	B	23	111,459	153,648
City Attorney	Management	B	NA	-	219,480
City Clerk	Management	B	NA	-	110,210
City Manager	Management	B	NA	-	240,000
Code Enforcement Officer	AFSCME	B	28	62,790	86,556
Code Enforcement Program Manager	Management	B	15	91,480	126,106
Code Enforcement Technician	AFSCME	B	14	44,438	61,258
Community Development Inspector	AFSCME	B	30	65,968	90,938
Community Development Technician	AFSCME	B	25	58,306	80,376
Community Service Officer	Police	B	NSP3	66,101	90,091
Construction Inspector I	AFSCME	B	26	59,764	82,385
Construction Inspector II	AFSCME	B	30	65,968	90,938
Crime Analyst	Police	B	NSP1	74,036	100,904
Departmental Administrative Specialist	Confidential	B	17	54,994	75,810
Deputy City Clerk	Confidential	B	20	59,223	81,639
Deputy Director of Administrative Services	Management	B	26	120,029	165,462
Deputy Fire Chief	Management	B	30	132,490	182,639
Deputy Fire Marshal	AFSCME	B	43	90,938	125,359
Director of Long-Range Planning and Housing	Management	B	23	111,459	153,648

	Bargaining Unit	Schedule	Range	Minimum	Maximum
JOB CLASSIFICATION (continued)					
Director of Administrative Services	Management	B	36	153,648	211,805
Director of Community Development	Management	B	32	139,197	191,885
Director of Public Services	Management	B	34	146,244	201,599
Director of Parks and Recreation	Management	B	32	139,197	191,885
Engineering Technician I	AFSCME	B	23	55,497	76,503
Engineering Technician II	AFSCME	B	27	61,258	84,445
Environmental Services Specialist	AFSCME	B	30	65,968	90,938
Environmental Services Technician	AFSCME	B	25	58,306	80,376
Equipment Mechanic I	AFSCME	B	19	50,277	69,308
Equipment Mechanic II	AFSCME	B	24	56,884	78,416
Evidence/Property Technician	Police	B	NSP5	61,656	84,032
Executive Assistant	Confidential	B	24	65,371	90,114
Facilities Maintenance Supervisor	AFSCME	B	35	74,637	102,888
Facilities Operations Superintendent	AFSCME	B	39	82,385	113,569
Fire Battalion Chief	Fire	B	NA	114,527	157,875
Fire Captain	Fire	B	NA	96,833	133,485
Fire Chief	Management	B	40	169,598	233,793
Fire Engineer	Fire	B	NA	84,708	116,773
Fire Inspector I	AFSCME	B	26	59,764	82,385
Fire Marshal	Fire	B	NA	114,527	157,875
Fire Prevention Plans Examiner	AFSCME	B	39	82,385	113,569
Firefighter	Fire	B	NA	76,263	105,130
Fleet Services Supervisor	AFSCME	B	33	71,041	97,930
GIS Analyst I	AFSCME	B	31	67,618	93,212
GIS Analyst II	AFSCME	B	39	82,385	113,569
GIS/Engineering Technician	AFSCME	B	27	61,258	84,445
Housing Specialist	AFSCME	B	30	65,968	90,938
Human Resources Technician I	Confidential	B	17	54,994	75,810
Human Resources Technician II	Confidential	B	20	59,223	81,639
Information Technology Analyst	AFSCME	B	39	82,385	113,569
Information Technology Manager	Management	B	22	108,741	149,900
Information Technology Specialist	AFSCME	B	31	67,618	93,212
Irrigation Maintenance Technician	AFSCME	B	20	51,534	71,041
Land Development Engineer	AFSCME	B	39	82,385	113,569
Landscape Inspector	AFSCME	B	26	59,764	82,385
Landscape Services Worker	AFSCME	B	17	47,855	65,968
Landscape Services Supervisor	AFSCME	B	33	71,041	97,930
Landscape Services Trades Worker	AFSCME	B	22	54,143	74,637
Legal Secretary	Confidential	B	17	54,994	75,810
Management Analyst	Management	B	15	91,480	126,106
Manager of Building Services	Management	B	18	98,514	135,802

	Bargaining Unit	Schedule	Range	Minimum	Maximum
JOB CLASSIFICATION (continued)					
Manager of Planning Services	Management	B	19	100,977	139,197
Manager of Police Records and Communications	Management	B	15	91,480	126,106
Office Assistant I	AFSCME	B	5	35,583	49,051
Office Assistant II	AFSCME	B	11	41,265	56,884
Paralegal	Confidential	B	24	65,371	90,114
Parks and Recreation Manager	Management	B	17	96,111	132,490
Parks Division Supervisor	AFSCME	B	37	78,416	108,097
Payroll Administrator	Management	B	5	73,250	100,977
Payroll Technician I	Confidential	B	17	54,994	75,810
Payroll Technician II	Confidential	B	20	59,223	81,639
Permit Center Coordinator	AFSCME	B	27	61,258	84,445
Permit Services Supervisor	AFSCME	B	33	71,041	97,930
Plan Check Engineer	AFSCME	B	44	93,212	128,493
Planning/Building Technician I	AFSCME	B	19	50,277	69,308
Planning/Building Technician II	AFSCME	B	23	55,497	76,503
Police Captain	Management	B	33	142,677	196,682
Police Chief	Management	B	40	169,598	233,793
Police Community Program Coordinator	Police	B	NSP3	66,101	90,091
Police Lieutenant	Police Safety Mgr	B	PM23	133,676	182,187
Police Officer	Police	B	SP 2	88,403	120,483
Police Officer Trainee	Police	B	NSP7	-	54,462
Police Records Clerk	Police	B	NSP7	54,462	74,225
Police Records Supervisor	Police	B	NSP3	66,101	90,091
Police Sergeant	Police	B	SP 1	108,683	148,124
Police Services Manager	Police Safety Mgr	B	PM8	81,620	111,240
Police Technical Assets Coordinator	Police	B	NSP3	66,101	90,091
Principal Management Analyst	Management	B	20	103,501	142,677
Public Safety Dispatcher II	Police	B	NSP3	66,101	90,091
Public Safety Dispatch Supervisor	Police	B	NSP0	76,388	104,110
Public Services Business Technician	AFSCME	B	27	61,258	84,445
Public Services Manager	Management	B	17	96,111	132,490
Public Services Operations Supervisor	AFSCME	B	35	74,637	102,888
Public Services Technician	AFSCME	B	22	54,143	74,637
Public Works Inspector I	AFSCME	B	26	59,764	82,385
Public Works Inspector II	AFSCME	B	30	65,968	90,938
Recreation Coordinator	AFSCME	B	23	55,497	76,503
Recreation Supervisor	AFSCME	B	31	67,618	93,212
Senior Accountant	AFSCME	B	39	82,385	113,569
Senior Administrative Assistant	Confidential	B	11	47,421	65,371
Senior Building Maintenance Worker	AFSCME	B	22	54,143	74,637
Senior Building Trades Worker	AFSCME	B	30	65,968	90,938

	Bargaining Unit	Schedule	Range	Minimum	Maximum
JOB CLASSIFICATION (continued)					
Senior Construction Inspector	AFSCME	B	32	69,308	95,542
Senior Departmental Administrative Specialist	Confidential	B	20	59,223	81,639
Senior Engineer	Management	B	18	98,514	135,802
Senior Information Technology Analyst	AFSCME	B	42	88,720	122,302
Senior Information Technology Specialist	AFSCME	B	35	74,637	102,888
Senior Irrigation Maintenance Technician	AFSCME	B	26	59,764	82,385
Senior Network Services Administrator	Management	B	16	93,767	129,258
Senior Office Assistant	AFSCME	B	15	45,549	62,790
Senior Planner	AFSCME	B	44	93,212	128,493
Senior Police Technician	Confidential	B	20	59,223	81,639
Senior Public Safety Dispatcher	Police	B	NSP2	71,060	96,846
Senior Records Clerk	Police	B	NSP4	63,183	86,114
Senior Street Maintenance Worker	AFSCME	B	21	52,823	72,817
Senior Traffic Control and Lighting Technician	AFSCME	B	32	69,308	95,542
Street Maintenance Supervisor	AFSCME	B	33	71,041	97,930
Street Maintenance Worker I	AFSCME	B	15	45,549	62,790
Street Maintenance Worker II	AFSCME	B	17	47,855	65,968
Traffic Control and Lighting Technician	AFSCME	B	29	64,359	88,720
Traffic Maintenance Supervisor	AFSCME	B	37	78,416	108,097

RESOLUTION NO. 2022-**RESOLUTION OF THE CITY COUNCIL OF THE CITY OF ROCKLIN
ADOPTING THE FISCAL YEAR 2022-2023 BUDGET AND
2023-2027 CAPITAL IMPROVEMENT PLAN**

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

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

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

Section 1. The fiscal year 2022/23 Operating and Capital Improvement Plan Budgets are hereby approved as set forth in Exhibits A and B, attached hereto and incorporated herewith by reference.

Section 2. The 2023-2027 Capital Improvement Plan (CIP), which provides a comprehensive five-year plan for the City's capital project expenditures are hereby approved, and set forth in Exhibit B, attached hereto and incorporated herewith by reference.

Section 3. The City Manager is authorized to make any expenditure and resource adjustments to the Budget based on final City Council action to adopt the Budget.

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

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

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

1. At year-end or upon closure of grants, adjust revenue and expenditure budgets associated with grants (federal, state, or local grants) to reflect actual revenues received and expenditures incurred in compliance with the original grant award and any amendments.

2. Appropriated grant funds remaining unspent at the end of the fiscal year must be retained and transferred to the following fiscal year to be expended to which they were appropriated.

3. Appropriated CIP funds remaining unspent at the end of the fiscal year, that are not required to balance the budget, can be retained and transferred to the following fiscal year for the originally approved projects and any amendments, excluding completed projects. All CIP carryover funds must be approved by the City Manager or her designee.

PASSED AND ADOPTED this 28th day of June, 2022, by the following vote:

AYES: Councilmembers:
NOES: Councilmembers:
ABSENT: Councilmembers:
ABSTAIN: Councilmembers:

Bill Halldin, Mayor

ATTEST:

Hope Ithurnburn, City Clerk