

COUNCIL STUDY SESSION

MAY 21, 2018

5-Year Capital Improvement Plan

Fiscal Years 2018/19 – 2023/24

City Council CIP Review

1. Reallocation of General Fund (405) Projects
2. Changes to Golden Hills Road Project
3. Fiscal Year 2023/24 Addition

CIP Project Funding Reallocation

Project No.	Project	Estimated General Fund Cost	Estimated Park Improvement Fund Cost	Amount Postponed to Reallocate to Later Year
2018/19 Projects				
16.05	Old Town Street Lights	\$30,000		\$30,000
17.03	Foothill Median (210 to Baseline)	\$125,000		\$125,000
18.04	Monument Entry Signs	\$30,000		\$30,000
18.07	Williams Park Construction		\$320,000	\$320,000
18.09	Downtown Parking Lots	\$160,000		\$160,000
18.11	Mainiero Square	\$100,000		\$90,000
18.12	Old Town Bollards (Street Closures)	\$40,000		\$35,000
2019/23 Projects				
19.02	Exterior Parking Lights at City Facilities	\$175,000		\$60,000
19.03	Fire Station 2 Re-roof ¹	-	-	-
19.09	Painting of City Facilities	\$125,000		\$125,000
19.15	D St. Parkway Enhancement	\$200,000		\$200,000
20.03	Facilities Roofing	\$500,00		
20.10	Vets Hall Restroom Update ²	\$50,000		\$50,000
21.02	City Hall Façade Tile Replacement	\$320,000		\$320,000
21.03	City Yard Lot Asphalt Replacement	\$380,000		\$380,000
21.06	Gold Line Plaza Acquisition ³	\$355,000	\$355,000	
22.02	City Hall Counter Refurbishment	\$50,000		\$50,000
22.07	Motorola Radios ⁴	\$1,200,000		
23.01	City Yard Rollup Doors	\$50,000		\$50,000
23.02	City Yard – Fleet Garage	\$25,000		\$25,000
Total		\$3,915,000	\$675,000	\$2,050,000

Golden Hills Road

The Project

Initial Estimate	\$1,000,000
After County Review	\$1,600,000
Lowest Bid	\$2,200,000
La Verne Portion	\$1,286,000

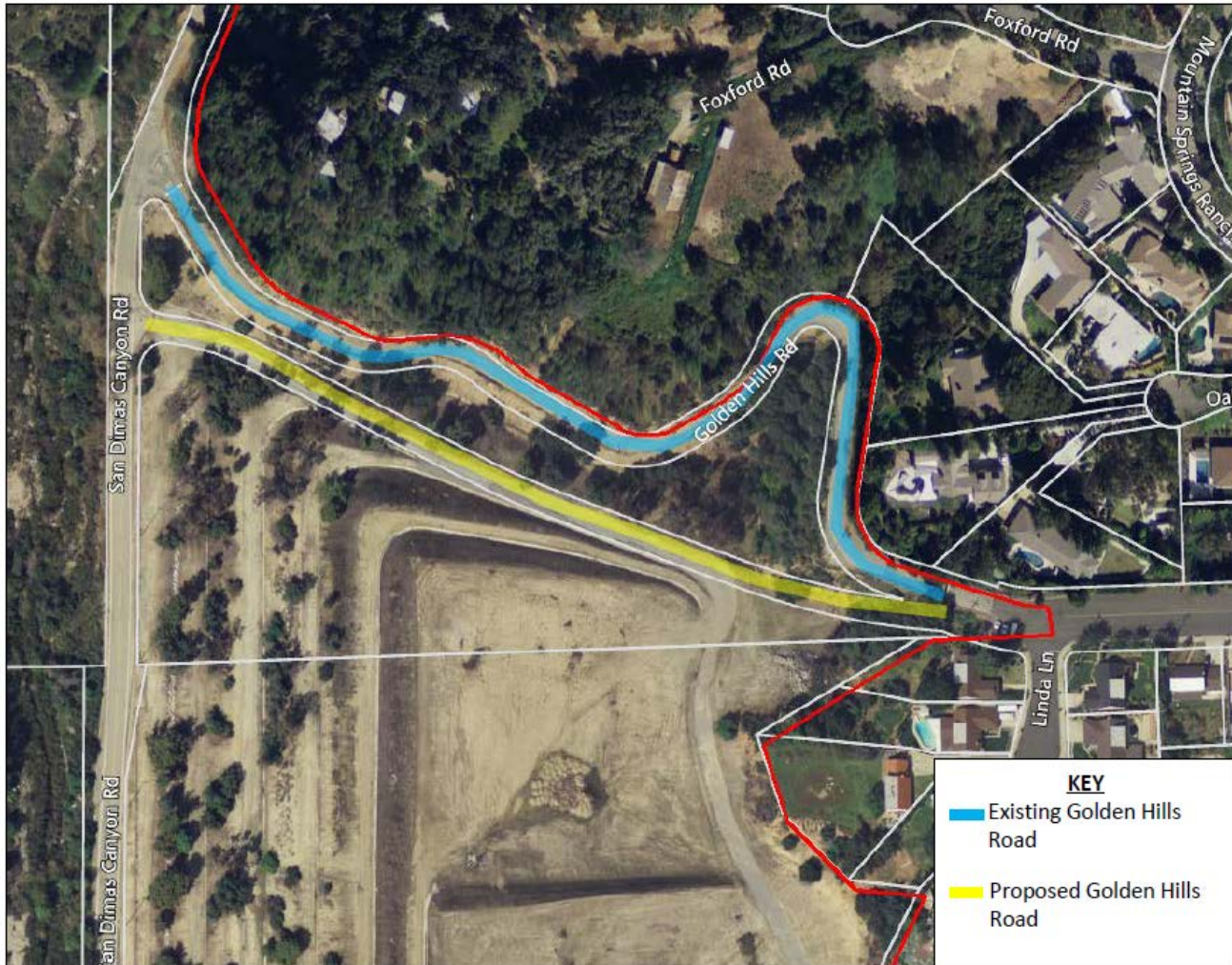
Funding

Current Committed	\$750,000
Funds Needed	\$536,000

- R.O.W. Fund \$250,000
- Storm Drain Fund \$256,000

Golden Hills Road Exhibit

GOLDEN HILLS ROAD JOINT CONSTRUCTION PROJECT
CITY OF SAN DIMAS AND CITY OF LA VERNE





COUNCIL STUDY SESSION

MAY 21, 2018

2018/19 Preliminary Budget Review

Timeline



- Departments prepare current year estimates and upcoming budget year requests for personnel and operational needs.

Timeline



- Departments prepare current year estimates and upcoming budget year requests for personnel and operational needs.
- Finance prepares revenue estimates based on year-to-date amounts received, tax consultant reports, and fee revenue analysis provided by department heads.

Timeline



- Departments prepare current year estimates and upcoming budget year requests for personnel and operational needs.
- Finance prepares revenue estimates based on year-to-date amounts received, tax consultant reports, and fee revenue analysis provided by department heads.
- Finance compiles budget worksheets comparing requested department needs (expenditure estimates) with projected resources (revenue estimates). Worksheets are updated as estimates are refined and re-evaluated.

Timeline



- Departments prepare current year estimates and upcoming budget year requests for personnel and operational needs.
- Finance prepares revenue estimates based on year-to-date amounts received, tax consultant reports, and fee revenue analysis provided by department heads.
- Finance compiles budget worksheets comparing requested department needs (expenditure estimates) with projected resources (revenue estimates). Worksheets are updated as estimates are refined and re-evaluated.
- CM & Finance meet with Department Heads to discuss department requests in an effort to align overall needs with available resources.

Timeline



- Departments prepare current year estimates and upcoming budget year requests for personnel and operational needs.
- Finance prepares revenue estimates based on year-to-date amounts received, tax consultant reports, and fee revenue analysis provided by department heads.
- Finance compiles budget worksheets comparing requested department needs (expenditure estimates) with projected resources (revenue estimates). Worksheets are updated as estimates are refined and re-evaluated.
- CM & Finance meet with Department Heads to discuss department requests in an effort to align overall needs with available resources.
- CM works with Finance to revise budget worksheets in order to develop the City Manager's recommended budget.

Timeline



- Departments prepare current year estimates and upcoming budget year requests for personnel and operational needs.
- Finance prepares revenue estimates based on year-to-date amounts received, tax consultant reports, and fee revenue analysis provided by department heads.
- Finance compiles budget worksheets comparing requested department needs (expenditure estimates) with projected resources (revenue estimates). Worksheets are updated as estimates are refined and re-evaluated.
- CM & Finance meet with Department Heads to discuss department requests in an effort to align overall needs with available resources.
- CM works with Finance to revise budget worksheets in order to develop the City Manager's recommended budget.
- Preliminary City Council study session is held to review City Manager's Budget Proposal.

Timeline



- Departments prepare current year estimates and upcoming budget year requests for personnel and operational needs.
- Finance prepares revenue estimates based on year-to-date amounts received, tax consultant reports, and fee revenue analysis provided by department heads.
- Finance compiles budget worksheets comparing requested department needs (expenditure estimates) with projected resources (revenue estimates). Worksheets are updated as estimates are refined and re-evaluated.
- CM & Finance meet with Department Heads to discuss department requests in an effort to align overall needs with available resources.
- CM works with Finance to revise budget worksheets in order to develop the City Manager's recommended budget.
- Preliminary City Council study session is held to review City Manager's Budget Proposal.
- Detailed budget documents are prepared based on comments from City Council.

Timeline



- Departments prepare current year estimates and upcoming budget year requests for personnel and operational needs.
- Finance prepares revenue estimates based on year-to-date amounts received, tax consultant reports, and fee revenue analysis provided by department heads.
- Finance compiles budget worksheets comparing requested department needs (expenditure estimates) with projected resources (revenue estimates). Worksheets are updated as estimates are refined and re-evaluated.
- CM & Finance meet with Department Heads to discuss department requests in an effort to align overall needs with available resources.
- CM works with Finance to revise budget worksheets in order to develop the City Manager's recommended budget.
- Preliminary City Council study session is held to review City Manager's Budget Proposal.
- Detailed budget documents are prepared based on comments from City Council.
- Department heads present the final budget to City Council for adoption.

End of Year Projections 2017/18

	Budget	Estimated	Difference
Expenditures	\$33,535,000	\$33,503,396	\$31,604
Revenues	\$28,810,062	\$29,241,271	\$431,209
Transfers	\$4,154,231	\$3,933,951	\$220,280
Surplus/Deficit	(\$830,000)	(\$328,174)	\$502,000

Revenues Higher than Budget

- Fire Services Billings
- Motor Vehicle Fees
- Paramedic Service Fee and Insurance Billings

Revenues Lower than Budget

- Property Tax
- UUT
- Parking Cites

	June 30, 2017 Actual	June 30, 2018 (Budgeted)	June 30, 2018 (Projected)
General Fund Reserves	\$9,096,314	\$8,260,314	\$8,768,314

2018/19 Breakdown

Initial Deficit	(\$1,321,000)
Deficit After City Manager Review	(\$400,000)

Revenues	\$27,880,000
Transfers	\$4,228,000
Expenses	\$32,508,000

Notable Observations - Revenues:

- Property Tax & Sales Tax flat
- Revenues from Development down \$500,000
- **UUT flat**
- Parking cites down

Notable Observations - Expenses:

- Expenses overall are flat
- Departmental requests funded at current services levels
- \$130,000 in Capital requests moved from General Fund to other sources
- Savings from acquisition of street lights
- Requests support combined UAL payment of \$3.2 million

Strategies Include

- Changes in Investment Strategies \$45,000
- Increase allocation of Costs to Utilities \$300,000
- Contracting Street Sweeping Services \$100,000
- Refinancing balance of 2006 POB \$385,000
- Increase allocation to CFD 90-1 \$125,000
- Incorporating new Fee's \$85,000
- Suspended Allocating to CIP \$250,000
- General Liability Self Retention \$170,000

Other Issues of Council Interest

- Remaining Year 1 strategies
- Reduction of CIP Allocation
- Year 2 Strategies Revenue Opportunities
 - Voluntary Tax in-lieu of Property Tax
 - Exploring Franchise Fee from Waste Hauler
 - Implementation of Micro-Sites agreement
- No funding included for employee contracts in light of ongoing negotiations
- Administration/Public Works reorganizations