



# Council Agenda Report

**From:** Ryan Cornell, Finance Manager

**Subject:** Quarterly Budget Report and Adjustments – 1<sup>st</sup> Quarter Fiscal Year 2018-19

**Date:** November 6, 2018

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## **Facts**

1. In accordance with the Council's adopted fiscal policies, the City prepares periodic financial reports of actual revenues and expenditures for review by the City Council.
2. This report provides an overview of the City's financial position based on actual transactions incurred for the first quarter of Fiscal Year (FY) 2018-19 ending September 30, 2018.
3. The City Council adopted the two-year budget in June 2018.
4. Carry-over appropriations are not new requests. They represent appropriations previously approved by Council for projects and/or equipment that were not expended by June 30, 2018.
5. It is City past practice to limit carry-overs to one-time expenditures such as capital outlay, capital improvements, special consultant services, etc.
6. Carry-over requests total \$1,570,332 and additional detail is provided below.
7. City staff have identified unforeseen or overlooked circumstances that require consideration of additional appropriations.
8. Approval of carry-over requests and additional appropriations will adjust the FY 2018-19 budget.

## **Analysis and Conclusions**

As with previous Quarter Financial Reports, the focus of this report is on the General, Water and Sewer Funds of the City. Because the City is only three months into the new fiscal year, most of the projections and assumptions used during the budget process are still accurate and will remain. However, there are instances in which items were not included in the budget document that should have or where items were entered incorrectly. Those differences will be discussed in the 'Additional Appropriations' section of this report. Additionally, the first quarter financial review provides an opportunity for presentation of estimated June 30, 2018 fund balances (or reserves) projected during the budget process, with a comparison to what has actually occurred. Lastly, this report provides an opportunity to request items that were originally budgeted in FY 2017-18 to be used in and applied to FY 2018-19 (known as "budget carry-over").

## Fund Balances

The biennial budget process begins in February and ends prior to the last day of the fiscal year. As a result, fund balances at the beginning of the next fiscal year have to be projected. With the completion of the fiscal year, and "year-end" adjustments being made, the Administrative Services Department has calculated an updated reserve balance. It is important to report these amounts because it is a direct determination of the funding available for spending. It should also be noted that the amounts presented below have not been audited by the City's outside accounting firm. It is possible, although unlikely, that the fund balance amounts will change.

	<u>General Fund</u>	<u>Water Fund</u>	<u>Sewer Fund</u>
Revenues	42,757,900	19,573,000	25,662,242
Expenditures			
Original Budget	45,869,170	21,649,700	12,163,625
Council Approved Adjustments and Capital Carryovers	12,444,315	6,346,671	16,723,413
Total Expenditures	<u>58,313,485</u>	<u>27,996,371</u>	<u>28,887,038</u>
Revenues Over/(Under) Expenditures	-15,555,585	-8,423,371	-3,224,796
Fund Balance, July 1, 2018	<u>32,135,288</u>	<u>8,992,447</u>	<u>8,973,947</u>
Estimated Fund Balance, June 30, 2019	<u>16,579,703</u>	<u>569,076</u>	<u>5,749,151</u>

In the Biennial Budget Report, the City's General Fund had projected approximately \$20.3 million fund balance at June 30, 2019. As a result, there is a difference of \$3.7 million between what was anticipated during the budget process and what is now anticipated three months into the new fiscal year. The largest reasoning for the difference is due to the Council authorized \$4.0 million prepaid pension payment (\$3.1 million being attributed towards General-funded employees). The remaining variance, which represents less than 1.0% of General Fund expenditures, is due to a variety of expenditures coming in over originally estimated amounts.

The City's Water Fund had anticipated approximately \$1.8 million as fund balance at June 30, 2019, whereas the current projected balance is \$569,000, a decrease of \$1.2 million. There are three main reasons for this variance. First, is the legal fees the City incurred during the Steinbeck litigation. The Water Fund had estimated attorney fees to be \$468,000 but actual costs for the quarter came in at just over \$900,000. Second, FY 2017-18 water revenues were over-estimated by 4% (mostly due to continued water conservation, even in the summer months) and resulted in a reduction in fund balance of approximately \$500,000. Third, the Emergency Bank Stabilization project approved by City Council on June 19, 2018 occurred after the completion of the budget document. The Budget Report included \$250,000 towards this project but Council authorized \$750,000 on June 19<sup>th</sup> and as a result, this lowered the fund balance by an additional \$500,000. It should also be noted that FY 2019-20 anticipates a surplus of \$470,000 and, with the salary savings mentioned later in this report, the Water Fund reserve balance will be approximately \$1.0 million on June 30, 2020.

The City's Sewer Fund had estimated the fund balance at June 30, 2019 to be \$5.7 million, and the current updated budget is projected to be \$5.7 million. It should also be noted that an additional \$2.6 million in reserves is anticipated to be used in FY 2019-20, reducing reserve balances to approximately \$2.2 million at June 30, 2020.

#### General Fund

As previously mentioned, the City is only three months into the new fiscal year. There has been no event or series of events in which estimated revenues in the original Budget Report needs to be updated or modified. Revenues received in the General Fund for the first three quarters of the current fiscal year and previous fiscal year as well as end of year actual and estimated amounts are presented below:

Revenues

	FY 2017-18		FY 2018-19	
	Actual	Actual	Actual	Projected
	7/1 - 9/30	7/1 - 6/30	7/1 - 9/30	7/1 - 6/30
Sales Tax	1,686,268	15,393,096	1,298,100	15,560,000
Property Tax	11,108	10,468,695	15,584	10,374,000
Transient Occupancy	1,146,455	5,649,277	1,332,316	6,615,000
All Other Revenues	1,726,716	8,564,082	3,499,001	8,527,400
Transfers In	273,560	1,094,240	-	1,681,500
Total Revenues	4,844,107	41,169,390	6,145,001	42,757,900

Sales Tax: The City sales tax revenue is 23% lower when compared to the same timeframe in the previous fiscal year. However, the decline was due to the State’s transition to a new software and reporting system that resulted in a delay in processing multiple payments. The late remittances are expected to be received next quarter. Excluding this reporting aberration, actual sales were up 7.3% overall.

Property Tax: Property taxes are due twice per year: once by November 1 and the other by February 1. With that said, there are very minimal property taxes collected in the first quarter of the fiscal year. As such, no changes to the projected end of year amounts are being recognized at this time.

Transient Occupancy Taxes: Tourism continues to grow significantly and TOT receipts were 16% higher (\$185,861) than this time last year. This increase was expected, as the total estimated end-of-year revenues were projected to increase by 17% (from \$5.6 million to \$6.6 million).

All Other Revenues: 75% to 80% (depending on the levels of inter-fund activity) of all GF revenue is generated by the three revenues sources mentioned above. All other revenues include a variety of different components including licenses and permits, fines and forfeitures, interest and rental income, charges for services, etc. Although 40% of other revenues have been received through the first quarter of this fiscal year, most are revenues received only one-time per year. The year-end projections are still accurate and no changes are being recommended to be made at this time.

Expenditures

	Original Budget	Approved Adj.	Revised Budget	Actual Expense Thru Q1
City Council/Manager’s Office	2,397,200	229,000	2,626,200	450,375
Administrative Services	3,995,900	175,500	4,171,400	1,889,672
Police	10,250,900	1,500,290	11,751,190	2,082,932
Emergency Services	6,206,100	532,000	6,738,100	1,285,426
Public Works	3,287,080	149,400	3,436,480	515,133
Community Services	6,539,390	614,300	7,153,690	1,530,874
Community Development	3,814,200	286,800	4,101,000	675,468
Transfers Out	9,128,400	8,957,025	18,085,425	-
Contingency Reserve	250,000	-	250,000	-
Total Expenditures	45,869,170	12,444,315	58,313,485	8,429,880

The majority of the change in expenditures is due to carryover of capital projects that have not yet been completed. All capital projects that are uncompleted at the end of the fiscal year can be carried into the new fiscal year, upon approval of the City Manager. This is shown as the \$9.0 million adjustment in “Transfers Out.” This reporting will change moving forward because, during the FY 2018-19 and 2019-20

biennial budget process, the City established a Capital Projects Fund. Previously, capital projects were reported and accounted for in the General Fund. As discussed during the budget sessions, it is more practical to account for large, multi-year projects in a separate stand-alone fund. With that being said, all active projects at June 30, 2018 were still budgeted in the General Fund. As a result, the carry-over will be reported as a transfer out of the General Fund and a transfer in to the Capital Projects Fund. Moving forward, there will no longer be a need to report this carryover in the General Fund. The actual fund transfers (i.e. moving the actual monies from the General Fund to the Capital Projects Fund) will be made and reported in the next quarterly budget report.

Of the remaining \$3.4 million in adjustments (\$12.4 M - \$9.0 M), approximately \$3.1 million is related to the one-time payment approved by the City Council on August 7, 2018 to reduce the City's pension liability. There are also a few other minor adjustments approved by Council. For example, on August 21, 2018, the City Council approved an adjustment to the Comprehensive Agreement with Unrepresented, Confidential, Professional and Management Group and Part-Time Employees. That resolution had an impact to the General Fund of approximately \$54,000.

Actual expenses for all departments through September 30, 2018 are below 25% except for the Administrative Services Department (AS). AS is reporting 45% of its budget expended through the first quarter of the fiscal year, because the general liability insurance premium to California Joint Power Insurance Authority (CJPIA) is due once per year, on July 1. Of the \$1.9 million expended by AS in the first quarter, \$1.4 million is due to this payment being made. Removing this item from above, AS is approximately 20% expended-to-date.

All other expenditures are projected to remain at or under budget by the end of the fiscal year.

Water Fund

Revenues

	FY 2017-18		FY 2018-19	
	Actual	Actual	Actual	Projected
	7/1 - 9/30	7/1 - 6/30	7/1 - 9/30	7/1 - 6/30
Charge for Service	4,236,634	12,648,550	4,731,825	13,850,000
Connection Fees	93,547	976,882	177,886	1,400,000
All Other Revenues	71,601	441,534	64,185	323,000
Issuance of Debt	-	-	-	4,000,000
Total Revenues	4,401,782	14,066,966	4,973,896	19,573,000

Charge for Service: Water sales are up 10% from this time last year. This is due to a combination of increased consumption as well as increased water rates approved by Council on April 5, 2016. The City is on pace to meet the annual projection.

Connection Fees: Connection fee revenues are very difficult to predict because they are dependent solely on community development and specifically when development connects to the water (and sewer, if applicable) services. The projected end of year amount is based on averages actually received over the past five years. Connection fee revenues are restricted funds so they can only be used to expand the current water system infrastructure. As such, any monies received over the original estimate are not available to be spent on water operations but rather to fund future water infrastructure projects.

Expenditures

	Original Budget	Approved Adj.	Revised Budget	Actual Expense Thru Q1
Personnel Costs	2,541,700	329,600	2,871,300	524,643
Operating Costs	10,237,100	-	10,237,100	5,684,530
Debt Service	9,400	-	9,400	668
Capital Outlay	25,000	-	25,000	7,435
Capital Projects	8,016,000	6,017,071	14,033,071	510,127
Cost Allocation	820,500	-	820,500	-
<b>Total Expenditures</b>	<b>21,649,700</b>	<b>6,346,671</b>	<b>27,996,371</b>	<b>6,727,403</b>

With three months of the fiscal year complete, the Water Fund is on pace to be at or below budget with 24% of the budget expended-to-date. The biggest item to note is the payment towards the Nacimientto Water Project payment occurs twice per year: once in July and once in January. As such, \$5.0 million of the \$10.2 million reported in operating costs is attributed to the debt service, maintenance, and operation of the Nacimientto pipeline. Because the debt service portion of the Nacimientto pipeline payment is paid once per year, it is anticipated that an additional payment of approximately \$1.0 million will be paid in January towards the maintenance and operations of the water line.

Outside of capital project and Nacimientto Water Project costs, personnel costs are the next largest expense in the Water Fund. There are currently two positions that are vacant at September 30, 2018: a Maintenance Specialist and a Treatment Plant Operator. These two positions have a total annual cost of just under \$200,000 (including all benefits), or approximately \$16,000 per month. Due to the vacancy of these positions, the water fund is anticipating salary savings of a minimum of \$100,000, as a result of the vacancies.

The approved adjustments shown above consist of three items. The first is related to the Comprehensive Agreement with Unrepresented, Confidential, Professional and Management Group and Part-Time Employee Wages and has an impact to the Water Fund of only approximately \$300. The second adjustment is related to the one-time payment to reduce the City’s pension liability in the amount of \$4.0 million, of which \$329,300 is attributed towards the water operation employees. Lastly, all capital projects that had not been completed by the end of the fiscal year added to the new fiscal year.

Sewer Fund

Revenues

	FY 2017-18		FY 2018-19	
	Actual	Actual	Actual	Projected
	7/1 - 9/30	7/1 - 6/30	7/1 - 9/30	7/1 - 6/30
Charges for Service	2,750,275	9,095,864	2,941,489	9,331,000
Connection Fees	122,080	380,592	80,928	1,000,000
All Other Revenues	50,145	440,198	23,780	290,000
Issuance of Debt	1,532,000	3,966,892	4,491,451	15,041,242
<b>Total Revenues</b>	<b>4,454,500</b>	<b>13,883,546</b>	<b>7,537,648</b>	<b>25,662,242</b>

Charges for Service: Sewer sales are up 7% from this time last year. A total 2.5% increase in sewer sales was estimated during the budget processes for the fiscal year and quarter one revenues received means the City is on pace to exceed those original estimations.

Connection Fees: Connection fee revenues are very difficult to predict because they are dependent solely on community development and specifically when development connects to the sewer (and water, if applicable) services. The projected end of year amount is based on averages actually received over the past

five years. Connection fee revenues are restricted funds and can be used only to expand the current sewer system infrastructure. As such, any monies received over the original estimate are not available to be spent on sewer operations but rather to fund future sewer infrastructure projects.

Expenditures

	Original Budget	Approved Adj.	Revised Budget	Actual Expense Thru Q1
Personnel Costs	3,644,300	466,200	4,110,500	652,133
Operating Costs	2,774,400	-	2,774,400	410,882
Debt Service	3,190,425	-	3,190,425	2,712,414
Capital Outlay	73,500	-	73,500	418,595
Capital Projects	1,826,000	16,257,212	18,083,213	1,310,437
Cost Allocation	655,000	-	655,000	-
Total Expenditures	<u>12,163,625</u>	<u>16,723,413</u>	<u>28,887,038</u>	<u>5,504,461</u>

With three months of the fiscal year complete, the Sewer Fund is on pace to be at or below budget with 19% of the budget expended-to-date. The biggest item to note is the \$2.7 million debt service payment reported above. This debt payment is related to the Wastewater Treatment Plant and occurs once per year, in September. This is why that particular line item is being reported at 85% expended through the first quarter.

There are currently three vacant maintenance specialist positions in the wastewater operations. It is anticipated that these positions will be filled early 2019 and as a result, estimated salary savings from these vacant positions are approximately \$150,000.

The approved adjustments shown above consist of the one-time payment to reduce the City's pension liability in the amount of \$4.0 million of which \$466,200 is attributed towards the sewer operation employees. Additionally, all capital projects that were uncompleted at the end of the fiscal year are added to the new fiscal year.

Lastly, Capital Outlay reported above is reported as being over-expended. This is because there was machinery and equipment budgeted in the previous fiscal year but was not received by the City until the beginning of the new fiscal year. As such, staff is requesting a carry-over of appropriation, discussed in detail later in the report.

Additional Reclassification and Appropriations

With the completion of the budget process, departments have reviewed the adopted budget amounts and identified errors/omissions that were made or any new information of which additional appropriations are needed. The appropriations requested for Council's consideration total \$349,910 and are listed below:

General Fund	
Mid State Fair Patrol Overtime	25,000
Library IT Equipment Replacement	5,400
Facility Maintenance Supplies	1,710
Total General Fund	<u>32,110</u>
Capital Projects Fund	
Creston Rd (Golden Hill to Oak Meadows)	(111,035)
Vine St (1 <sup>st</sup> to 36 <sup>th</sup> )	111,035
Total Capital Projects Fund	<u>-0-</u>

Water Fund	
Vehicle and Machinery Replacement	<u>156,300</u>
Sewer Fund	
Vehicle and Machinery Replacement	<u>155,000</u>
Airport Fund	
Liability Insurance	<u>6,300</u>

The City receives reimbursement for the costs the city incurs for police and fire services during the Mid-State Fair event. During the budget process, \$25,000 was included as reimbursement (revenue); however, the corresponding expenses were not. This request will correct this error.

On March 6, 2018, City Council approved the integration of RFID equipment at the Library with the help of the Library Foundation. It is the City's past practice to begin to set money aside each year towards the replacement of any pieces of equipment with significant value. An estimated \$5,400 will need to be collected each year over the next five to seven years to ensure that there is adequate funding available to replace said equipment.

A minor inputting error incurred in the Facility Maintenance divisions operating supplies account. The amount actually entered was \$190 when it should have been \$1,900.

The supplemental sales tax funded project, Creston Road from Golden Hill to Oak Meadows is complete. This project is approximately \$111,035 under budget. As such, the supplemental sales tax funded project on Vine Street, from 1<sup>st</sup> Street to 36<sup>th</sup> Street, is projected to be underfunded. This request is to move the budget savings from the Creston Rd Project to the Vine Street Project. As mentioned already, both projects are funded with the additional ½ cent sales tax measure passed on 2012 and is an appropriate use of project savings.

The budget process included vehicle replacements anticipated over the next two years but due to staff oversight, it didn't include the vehicle replacements related to the water and sewer operations. Specific vehicle replacements related to these operations include:

Water Fund	
Berkeley Water Pump	45,000
Vacuum Trailer	63,000
Vibra Plate	11,200
Fork Lift	28,000
Utility Cart	9,100
Total Water Fund	<u>156,300</u>
Sewer Department	
New Holland TC29	50,000
Water Pump	45,000
Chevy ¾ Ton Utility	60,000
Total Sewer Fund	<u>155,000</u>

Lastly, during the budget process, it was determined that costs associated with risk management (i.e. general liability insurance) would be accounted for in the Human Resources and Risk Management division and then those costs will be allocated to the departments receiving the benefits through the City's cost allocation plan. Previously, those costs were directly charged to each department. There is one instance where the airport operations pays for a program that solely benefits the airport. In this instance, it is appropriate to charge the Airport Fund directly. The premium for the year was \$6,300.

Requested Carry-over of Appropriations

There are instances when funds are appropriated by City Council for a specific purpose but staff for a variety of reasons may not be able to complete the purchase by the end of the fiscal year. In those instances, the budget and the actual expense will be in different fiscal years. A mechanism to account for these circumstances is through a carry-over request. A carry-over will record a budget adjustment in the same fiscal year as the expense. Because the carry-over amounts change the ending fund balance for budget purposes, it requires City Council approval to do such. Please note, these are not new requests; they are items that were previously budgeted items in the 2017-18 fiscal year that are to be purchased in the 2018-19 fiscal year. For this fiscal year, staff is requesting the following items to be carried into the 2018-19 fiscal year:

General Fund	
Civic Engagement – Public Education	5,780
Downtown Refurbishment Project	
Train Station	22,954
Parking	81,000
Solid Waste Containers	77,297
Wayfinding Signage	62,433
IT Strategic Plan	15,000
Police Guns and Tasers	82,000
Police OTS Grant (net with revenues)	-0-
Emergency Services Safety Equipment	1,400
Leadership Training and Development	31,300
Temporary Administrative Assistant	13,200
Building Permit System	18,389
Oak Park Phase III – Hard Costs	56,465
Recreation Signs and Emblems	8,200
City Park Repair Project	18,901
Barney Schwartz Park Lighting/Irrigation	16,578
Total General Fund	<u>505,117</u>
IT Equipment Replacement Fund	
Miscellaneous IT Supplies	6,450
Network Equipment	121,800
Printers	4,600
Telephones	6,500
Copiers	82,400
Servers	5,100
Council Chamber A/V	72,000
Total IT Equipment Replacement Fund	<u>298,850</u>
Water Fund	
IT Equipment	<u>9,300</u>



Sewer Fund	
IT Equipment	9,400
Design for storm drain areas	22,000
Vactor Sewer Cleaner Truck	408,000
Verisight Push Camera	10,000
Cogeneration System Maintenance	278,865
Technical Assistance Permit Renewal	28,800
Total Sewer Fund	<u>757,065</u>

**Fiscal Impact**

For a variety of reasons, not all projects and/or purchases authorized by City Council in the previous fiscal year were completed. As a result, there were budget savings in the 2017-18 fiscal year from not having spent funds. The carry-over requests will lower those budget savings. By approving the recommended resolution, there will be an increase in appropriations of \$1,570,332 related to carry-over requests and \$349,710 related to new appropriations. The allocation by fund is as follows:

	Revised Budget	Carry-Over Request	Additional Request	Updated Budget	Estimated 6/30/19 Fund Balance
General Fund	58,226,695	505,117	32,110	58,763,922	16,042,476
IT Replacement Fund	226,970	298,850	-	525,820	772,817
Water Fund	27,996,371	9,300	156,300	28,161,971	403,476
Sewer Fund	28,887,038	757,065	155,000	29,799,103	4,837,086
Airport Fund	2,223,946	-	6,300	2,230,246	455,617
Total		<u>1,570,332</u>	<u>317,600</u>		

**Recommendation**

1. Receive and file the report, providing any direction or requests for future reports, to ensure they meet Council needs.
2. Approve Resolution 18-XXX, amending the budget for Fiscal Year 2018-19, to reflect carryovers and other updates.

**Attachments**

1. Resolution No. 18-XXX
2. Department Matrices

RESOLUTION NO. 18-XXX

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF PASO ROBLES  
AMENDING THE BUDGET FOR FISCAL YEAR 2018-19

WHEREAS, the City Council is required to adopt a comprehensive operating and capital expenditure budget in order to authorize the receipt of revenues and to authorize, guide, and direct the City's activities; and

WHEREAS, the City Council adopted a biannual budget for Fiscal Years 2018-19 and 2019-20 on June 20, 2018; and

WHEREAS, that budget contained all projected revenues, appropriations, and transfers, as well as the number and classification of all approved positions, to be implemented by the City Manager; and

WHEREAS, budgets are plans, and plans change as new information comes to light and as the environment in which the City operates changes; and

WHEREAS, the City has historically recorder carry-over request as budget appropriations in the subsequent fiscal year; and

WHEREAS, it is desirable to formally approve appropriations added to the Fiscal Year 2018-19 budget.

NOW THEREFORE BE IT RESOLVED, by the City Council of the City of El Paso de Robles does hereby approve and/or direct the following budgetary actions:

1. The proposed amendments to the FY 2018-19 Operating and Capital Improvement Budget in the amount of \$1,887,932 as summarized below are hereby approved.
  - a. General Fund: \$537,227
  - b. Capital Replacement-IT Fund: \$298,850
  - c. Water Fund: \$165,600
  - d. Sewer Fund: \$912,065
  - e. Airport Fund: \$6,300

APPROVED by the City Council of the City of Paso Robles this 6<sup>th</sup> day of November 2018 by the following vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

ATTEST:

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Steven W. Martin, Mayor

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Kristen L. Buxkemper, Deputy City Clerk

# City of El Paso de Robles

## PERFORMANCE/WORKLOAD MEASURES

### 1st Quarter Financial Report

Department	Actual 2016-17	Actual 2017-18	Quarter 1 2018-19	Estimated EOY 2018-19
<b>City Manager's Office</b>				
Public Records Requests	106	135	*	155
City Council Meetings	34	36	*	36
Desktop Computer Replacements	52	24	*	56
Network Servers	4	1	*	2
MDC's & Laptops	20	2	*	2
<b>Administrative Services</b>				
Prepaid Pension Trust Contributions	\$ 2,500,000	\$ 484,900	\$ -	\$ 2,849,000
Number of New Business Licenses	750	800	225	815
Number of Short-term Rentals	210	269	277	300
Amount of TOT Collected from STR	\$ 365,731	\$ 484,000	\$ 113,758	\$ 531,000
Avg. Number of Utility Accounts Billed	10,568	10,599	10,593	10,599
Avg. Percentage of Accounts Paid Late	7.9%	8.6%	8.3%	8.6%
Avg. Percentage of Accounts Shut-off	0.1%	0.2%	0.1%	0.2%
Number of Training Hours	3,099	2,295	485	3,100
Number of Vacancies Filled	50	61	11	70
Cost of WC Claims per \$100 of Payroll				
Paso Robles	\$ 2.08	\$ 2.54	\$ 2.07	\$ 2.54
Pool	\$ 3.12	\$ 3.22	\$ 2.85	\$ 3.22
Cost of General Liability Claims per \$100 of Payroll				
Paso Robles	\$ 2.14	\$ 3.08	\$ 3.21	\$ 3.08
Pool	\$ 2.71	\$ 3.45	\$ 3.14	\$ 3.45
<b>Police</b>				
UCR Violent Crimes	37	317	*	37
UCR Property Crimes	927	867	*	927
Driving Under the Influence	148	155	*	148
Traffic Collisions	477	524	*	477
Traffic Citations	4,220	3,329	*	4,220
911 Calls Received	11,811	12,153	*	11,811
Business Calls Received	61,721	59,443	*	62,500
<b>Emergency Services</b>				
Fire	153	133	33	143
Emergency Medical Services	2,394	2,368	622	2,812
Hazardous Condition	89	87	23	98
Service Call	1,060	1,267	314	1,437
Plan Check	92	128	18	185
Title 19 Sprinkler Inspections	4	66	4	114
Licensed Day Care	10	10	5	8
Business Inspections	324	722	116	696
Violations Issued	253	880	42	391
Public Education	135	66	12	126

# City of El Paso de Robles

## PERFORMANCE/WORKLOAD MEASURES

### 1st Quarter Financial Report

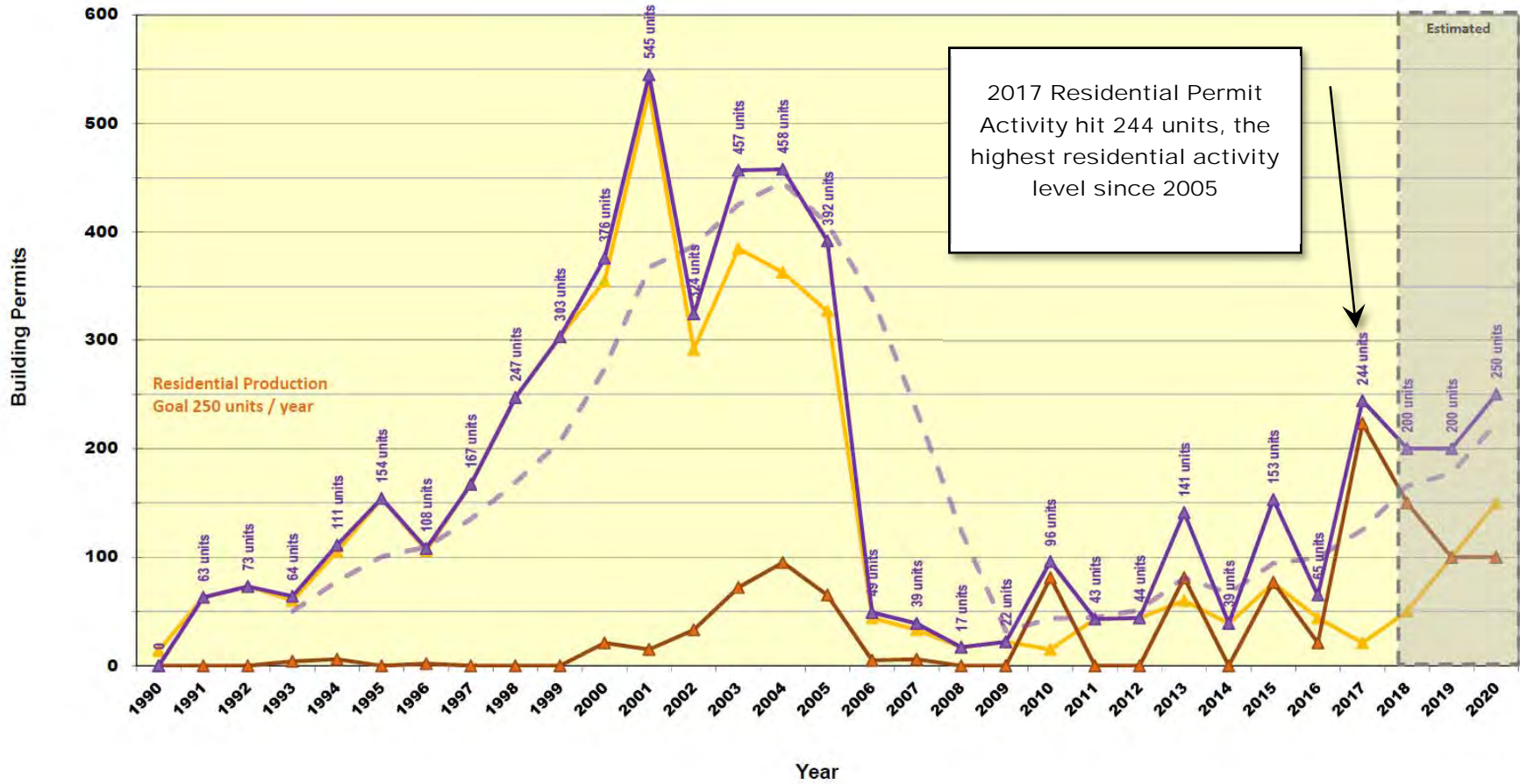
Department	Actual 2016-17	Actual 2017-18	Quarter 1 2018-19	Estimated EOY 2018-19
<b>Public Works</b>				
Airport Special Events	6	13	1	10
Street-related Work Orders	604	411	60	650
Water-related Work Orders	5,088	3,352	1,025	4,800
Water Conservation Rebates	248	71	23	150
Fleet Vehicles Repaired/Service	1,856	566	699	2,000
Sewage Spills per 100 Lane Miles	0.70	-	-	-
<b>Community Services</b>				
<b>Library Services</b>				
Library Cardholders	14,609	16,315	17,625	18,109
Library Visits	165,480	158,174	41,447	162,919
Items Circulated	286,735	282,148	78,794	284,969
Library Programs	412	420	121	425
Attendance at Programs	10,775	10,780	2,605	10,790
Public Internet Computer Sessions	43,890	37,709	9,528	38,000
Volunteer FTE	6.90	7.00	7.00	7.00
<b>Recreation Services</b>				
Program Hours Reserved	5,532	5,900	2,648	6,300
Program Attendance	10,889	11,150	7,317	11,715
Program Revenue	\$ 89,903	\$ 91,450	\$ 67,459	\$ 93,950
Facility Hours Reserved	17,568	20,050	4,123	22,550
Facility Attendance	256,437	260,500	43,536	265,500
Facility Rent & Lease Revenue	\$ 111,368	\$ 138,000	\$ 31,398	\$ 142,000
Community Events Attendance	26,928	27,300	14,250	28,500
<b>Maintenance Services</b>				
Maintenance-related Work Orders	1,102	1,285	273	1,385
City Trees Trimmed	760	750	903	800
City Trees Planted	141	65	29	65
<b>Community Development</b>				
Specific Plans	1	3	*	3
Conditional Use Permits	14	15	*	15
General Plan Amendment/Zone Changes	7	7	*	7
Subdivision Maps, Parcel Map, Lot-line Adj.	15	15	*	15
Planning Entitlement Applications	151	150	*	150
Planning Commission/Public Meetings	90	100	*	100
Building Permits Issued	811	100	*	1,100
Building Inspections	3,600	3,800	*	4,000
Single-Family Residential Units	21	50	*	100
Multi-Family Residential Units	223	150	*	100
Commercial/Industrial Sq. Footage	105,000	200,000	*	200,000

\* Data unavailable

# Community Development Department Metrics – Residential Permits

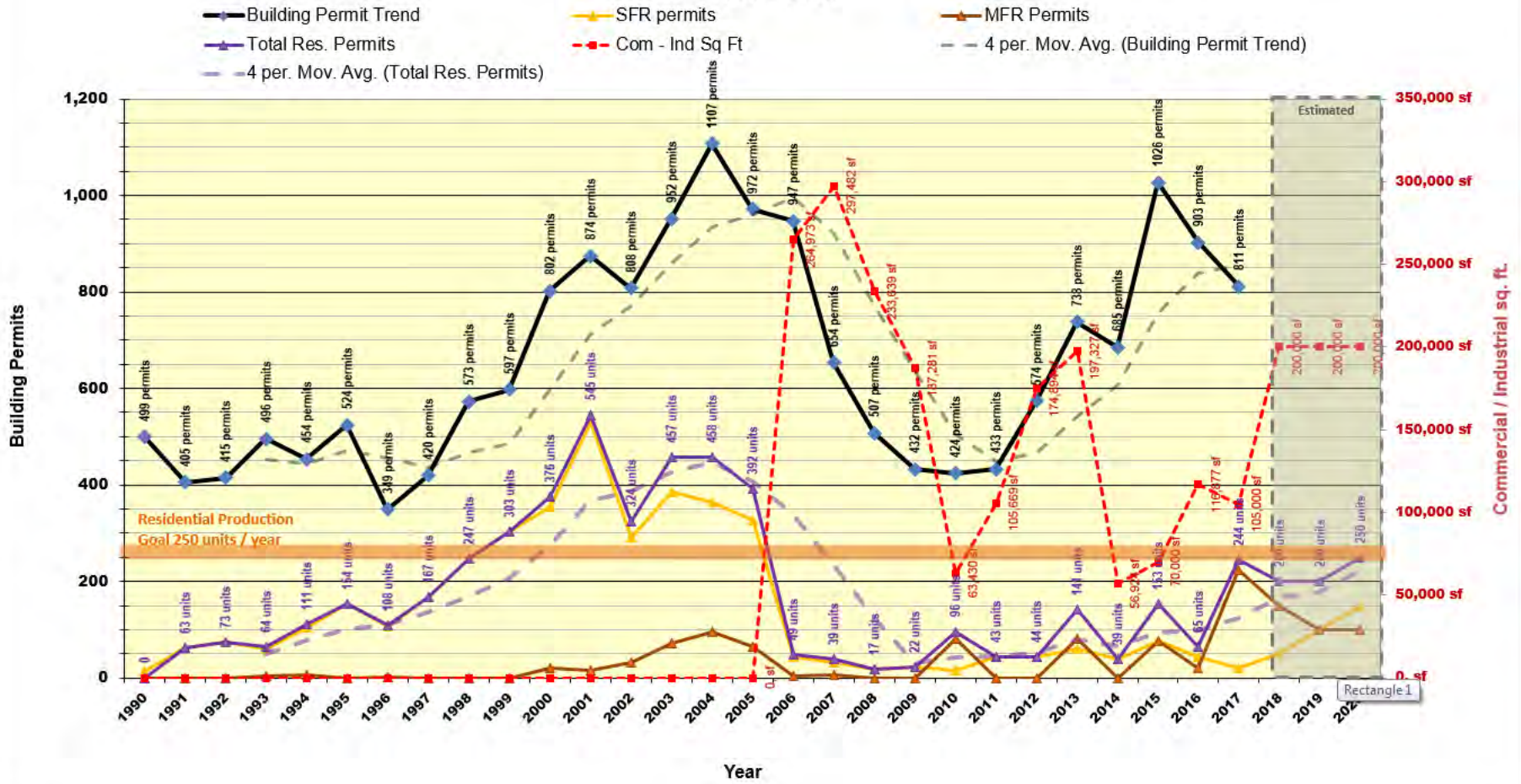
**Paso Robes Building Permits  
Residential Unit Production  
1990 - 2020**

▲ SFR permits    
 ▲ MFR Permits    
 ▲ Total Res. Permits    
 - - - 4 per. Mov. Avg. (Total Res. Permits)



# Building Division Metrics - Annual Permit Volumes

## Paso Robles Building Permits Annual Permit Volumes and Residential Unit Production 1990 - 2020





# Annual Building Inspection Volumes

## City of Paso Robles Monthly Building Inspection Activity Trends 2006 - 2018

