Prepared by the Finance Division

BIENNIAL BUDGET

FISCAL YEARS 2025-2027



CITRUS HEIGHTS

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City of Citrus Heights
Fiscal Years 2025/26 and 2026/27
Adopted Budget

City Council
Jayna Karpinski-Costa, Mayor
MariJane Lopez-Taff, Vice Mayor
Porsche Middleton, Council Member
Tim Schaefer, Council Member
Kelsey Nelson, Council Member

City Manager
Ashley J. Feeney

Department Directors
Alex Turcotte, Police Chief
Susan Talwar, Administrative Services Director
Casey Kempenaar, Community Development Director
Regina Cave, General Services Director
Meghan Huber, Economic Development & Community Engagement Director

Budget Team
Susan Talwar, Administrative Services Director
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City Manager's Message

Dear Honorable Mayor and City Council Members,

I am pleased to present the City of Citrus Heights Biennial Budget for Fiscal Years 2025–2027 (FY 25/26 & FY 26/27), along with the Capital Improvement Plan. Guided by the belief that a budget reflects the values and priorities of our community, City staff developed this budget with a focus on delivering high-quality services in the face of rising costs while positioning Citrus Heights for long-term success. On June 11, 2025, the City Council unanimously adopted this budget, demonstrating its strong alignment for a shared community vision.

This budget continues Citrus Heights' commitment to fiscal prudence. Even as maintenance and operational costs climb, lean budgeting principles have enabled the City to preserve service levels, invest in infrastructure, and build healthy reserves. Each expenditure was carefully evaluated against both historical trends and future needs to ensure resource maximization in areas of greatest impact.
This budget continues Citrus Heights' unwavering commitment to fiscal prudence. Even as costs grow, City staff's lean, disciplined approach has preserved service levels, expanded infrastructure investment, and strengthened reserves. Every expenditure has been carefully weighed against both historic performance and future needs to ensure resources are deployed where they will have the most meaningful impact. City Council and staff are proud to maintain a structurally balanced budget that not only supports daily operations but also prepares the City to respond to unexpected challenges and seize opportunities. Reserves have been established well above policy targets, positioning Citrus Heights to pursue competitive grants — many requiring local matches — without compromising essential services.

This budget is more than an exercise in discipline; it is a tool for progress. Guided by the City Council's Strategic Plan, it channels resources into five overarching goals that reflect what matters most to our community:

- Maintain and enhance fiscal stability while supporting operational excellence
- Maintain public infrastructure and enhance all modes of transportation
- Diversify for a vibrant economy
- Preserve and enhance public safety
- Enhance community vibrancy and engagement

Biennial Budget for Fiscal Year (2025-2027)

The Biennial Budget is the financial roadmap that translates priorities into action. For Citrus Heights, this means maintaining a disciplined, balanced approach while ensuring flexibility to invest in what matters most: safe neighborhoods, reliable infrastructure, and a thriving local economy. The adopted FY 2025–2027 budget reflects this philosophy, pairing fiscal prudence with strategic investments that keep services strong today and position the City for long-term success.

Biennial Budget Year 1 – FY 25/26
The adopted budget for FY 25/26 includes $99.7 million in total operating revenues and $98.3 million in total operating expenditures. The General Fund portion of this budget totals $46.1 million in operating revenues and $44.6 million in operating expenditures. This budget anticipates operating revenues exceeding operating expenditures allowing for a General Fund operating surplus of $1.5 million.

Biennial Budget Year 2 – FY 26/27
The adopted budget for FY 26/27 includes $88.7 million in total operating revenues and $87.6 million in total operating expenditures. The General Fund portion of this budget totals $46.9 million in total operating revenues and $45.7 million in operating expenditures allowing a General Fund operating surplus of $1.2 million.

The FY25/26 General Fund Budget reflects a decrease of $2.2 million (or 4.71%) compared to the FY24/25 Amended Budget of $46.8. This reduction is primarily due to decreased transfers to non-General Fund reserves and a continued emphasis on controlling ongoing operating expenditures despite inflationary pressures. In FY26/27, General Fund expenditures are proposed to increase by $1.1 million (or 2.52%) over the FY25/26 Budget, reaching $45.7 million. This increase reflects projected cost growth and modest operational increases across several departments. These increase percentages are within the projected assumptions in the City's long-range forecasting model.

A comprehensive explanation of the revenues and expenditures is available in this document, along with a user-friendly Budget in Brief (BIB). The BIB highlights key elements of the FY 25/26 budget and will be updated for FY 26/27 during the mid-cycle review in June 2026.

Forecasted Budget Reserve
The approved FY25/26 budget projects an ending General Fund reserve balance of $21.6 million and $18.5 million for FY26/27. This balance is well above the City Manger's targeted reserve goal of 25% of total General Fund expenditures. These healthy reserves not only offer a safeguard against economic downturns but also empower the City to fund shovel-ready projects, pursue matching grants, and respond quickly to emerging priorities.

The ability to allocate reserves through budget amendments ensures flexibility as future opportunities or needs arise. Whether addressing road rehabilitation or advancing key community projects, the City Council retains the authority to direct reserves to meet their goals and objectives.

Delivering Results
The progress we have made in the last two years shows the impact of pairing fiscal discipline with vision:

- **Beautification & Community Image:** Through the City's Beautification Crew and the *Citrus Heights Cares* campaign, we have taken visible steps to reduce blight and improve community appearance. FlashVote surveys show steady progress, with resident ratings of the City's blight management improving by 3% in 2023 and another 4% in 2024. These positive shifts confirm that our community sees and values the difference. That momentum was further validated when Citrus Heights earned the prestigious Helen Putnam Award for Excellence from the League

of California Cities in 2024, achieving statewide recognition of the innovative and community-centered approach our residents helped shape.

- **Public Safety & Homelessness Response:** We reinstated the Police Department's Problem-Oriented Policing (POP) Team, taking a balanced approach that protects neighborhoods while connecting people in need with appropriate services. This effort has reinforced community confidence and improved the quality of life in our neighborhoods.

- **Infrastructure Investment:** Our new three-year pavement strategy has changed the trajectory of our road network. By expanding coverage from 2 to 52 centerline miles annually, Citrus Heights is delivering visible, tangible improvements citywide — with a balanced focus on arterial corridors and neighborhood streets. We remain one of the few jurisdictions in the region committing General Fund dollars directly to road rehabilitation, setting Citrus Heights apart as a leader in infrastructure reinvestment.

- **Economic Development:** City Council reaffirmed its commitment to the Sunrise Tomorrow Specific Plan, keeping alive the bold community vision for the Sunrise Mall site. We also adopted the Economic Development Work Plan, which is already guiding targeted efforts in business attraction, retention, and small business support to ensure a vibrant, innovative local economy.

- **Housing & Community Building:** Partnering with Habitat for Humanity, we advanced the creation of 26 new affordable homes on Sayonara Drive for first-time homebuyers, a milestone in our efforts to provide attainable housing opportunities.

- **Community Engagement:** From City-produced events to local grant programming, we continue to build civic pride and create spaces where neighbors can connect, reinforcing what makes Citrus Heights a community of choice.

Each of these achievements along with many others that this document will list was made possible through a disciplined budget, strong leadership, and the dedication of City staff. Together, they demonstrate that Citrus Heights is not just maintaining services — we are driving change, reinvesting in our future, and ensuring our community thrives.

Looking ahead, this budget gives us the tools and flexibility to continue tackling long-standing priorities, while also preparing for quick action on new opportunities. It provides the foundation to move forward confidently by investing in what matters most, maintaining financial stability, and cultivating growth for the next generation.

More than 25 years after cityhood, the vision that brought Citrus Heights together remains clear: a community that governs locally, listens actively, and builds toward a brighter future. With this biennial budget, we honor that vision and we take another step toward delivering on the promise of tomorrow for all who call Citrus Heights home.

It is my privilege to serve alongside City Council, our dedicated staff, and the residents and businesses of Citrus Heights as we continue this important work.

In your service,

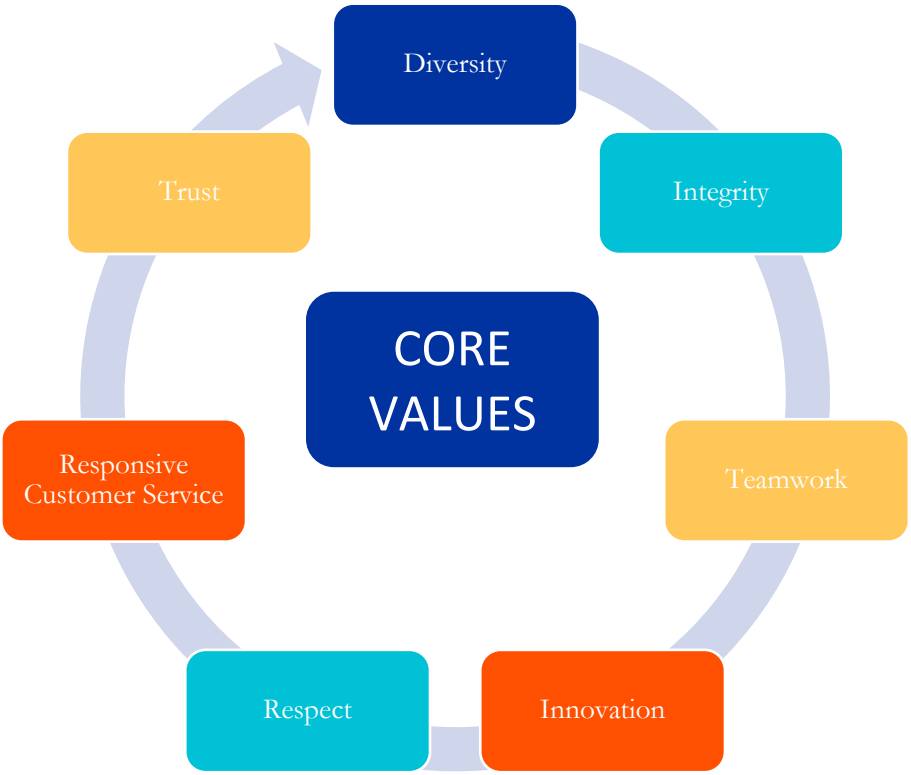


Ashley J. Feeney
Citrus Heights City Manager

General Information

Mission Statement

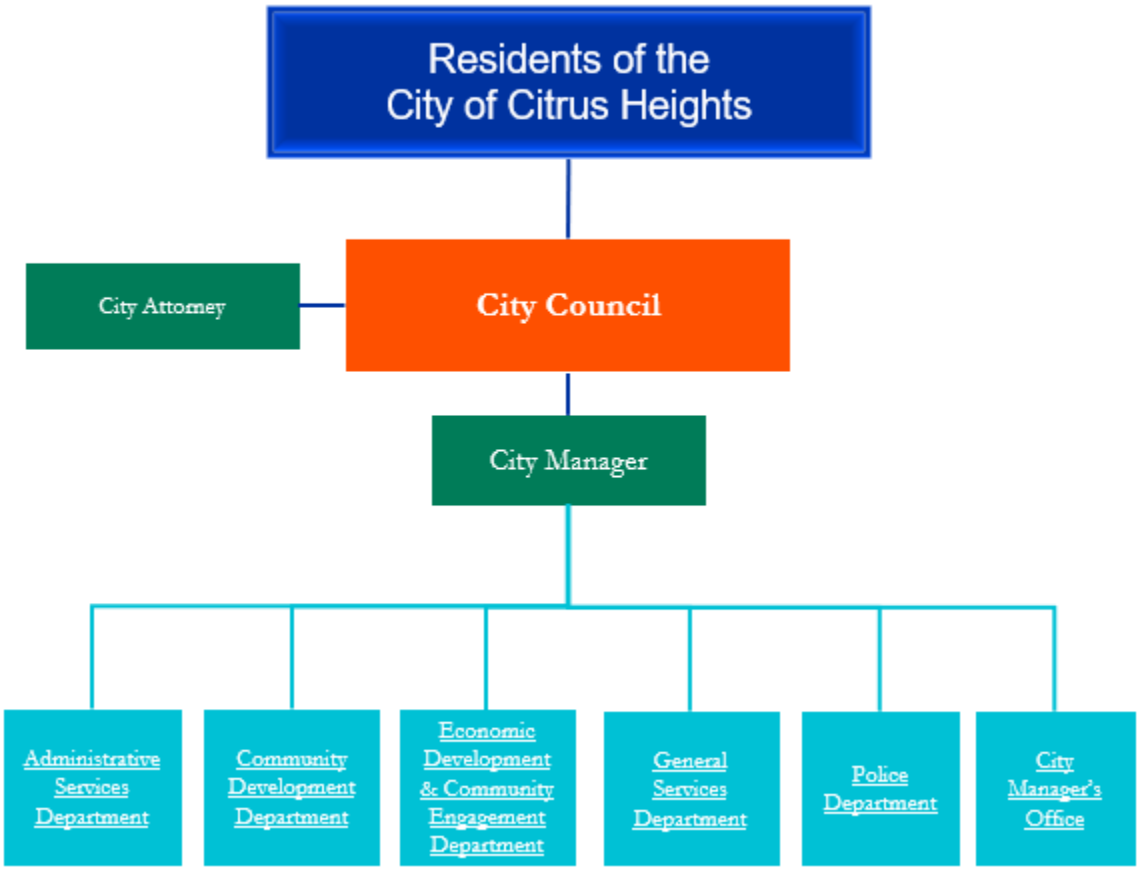
The City of Citrus Heights is committed to providing high quality, economical, responsive city services to our community.



Vision Statement

Citrus Heights will be the city of choice for residents and businesses to prosper and thrive and a model of neighborhood engagement.

City of Citrus Heights Organization Chart



City Council

The Citrus Heights City Council ("Council") consists of five members, elected by district to four-year overlapping terms. Council members must be a resident in the district in which he or she seeks election at the time nomination papers are issued. The positions of Mayor and Vice Mayor are chosen by a majority vote of Council, and the positions typically rotate annually. The Mayor conducts Council meetings and represents the City at ceremonial occasions.

Council serves as the policy board for the municipality. As an elected "Board of Directors," Council provides policy direction, establishes goals, and sets priorities for City government. Council uses this document, the annual budget, to set policy establishing approved programs, projects, and services. Once the budget is adopted, Council funds approved programs, projects, and services focusing on advancing the City's stated priorities. In addition to serving as policy makers for the community, Council is responsible for advocacy with numerous regional bodies, boards, and jurisdictions, ensuring that the City's perspective and priorities are protected. Council is responsible for numerous land use decisions within its borders, including the implementation of the General Plan.

Council appoints the City Manager, City Attorney, and all members of advisory boards and commissions. Boards and commissions are advisory to Council except the Planning Commission, which has officially been delegated some decision-making parameters pertaining to the General Plan and Zoning Code. While seeking input, Council retains ultimate authority and responsibility for setting public policy.

City Council



Jayna Karpinski-Costa
Mayor
District 4



MariJane Lopez-Taff
Vice Mayor
District 2



Porsche Middleton
Council Member
District 5



Tim Schaefer
Council Member
District 3



Kelsey Nelson
Council Member
District 1

City of Citrus Heights

Regional Setting

Citrus Heights is located 15 miles northeast of California's capital, where the plains of the Sacramento Valley begin their gradual rolling ascent to the Sierra Nevada foothills. For 19th-century pioneers, the sight of the gently folded landscape meant they had arrived at the promised land. The Transcontinental Railroad and the Lincoln Highway later brought new waves of travelers through our area. Today, Interstate 80, the main transcontinental highway connecting New York and San Francisco, serves businesses and the over 87,000 residents who call Citrus Heights home.

Quick Facts

Median Age – 38.2
Millennials – 20,758
Retiring Soon – 26,651

Total Housing Units 35,496
Average Home Price $494,077

Early History

Early pioneer settlers in the Central Township established their ranches in the late 1850s along Old Auburn Road. As a rule, each pioneer family settled on a quarter section (160 acres) of land, built a house and a barn, dug a well, and set about clearing the land for farming. Because the land had to be cleared of native oak trees, many of the early settlers earned their income selling cords of firewood to nearby Sacramento. Early farmers sold their wheat crops to flouring mills, while hay and barley were grown mostly for use as food for their livestock.

Around the 1860s and 1870s a gentleman named Cornelius Donahue settled in the area. Donahue established a ranch near Citrus Heights in 1863 and expanded in 1872 to include the land that now houses both the Sunrise Mall and the Birdcage shopping centers. Peter Van Maren, an early settler who was a leading agriculturalist in the region, maintained a vast estate of nearly 1,000 acres by 1875. In 1910, the quiet pastoral life of the rural Sylvan district underwent a marked change when the real estate firm Trainor & Desmond bought up large tracts of idle land and subdivided them into ten acre lots. As a promotional ploy to attract buyers, the firm replaced the name Sylvan with the more euphonious sounding name of Citrus Heights, and it has remained so.



Remaining predominantly rural through the 1960s, Citrus Heights began its emergence as a regionally important retail destination in the 1970s with the opening of the Sunrise Mall and Birdcage Walk shopping centers. The seismic stability of Citrus Heights which distinguishes it from much of coastal California, undoubtedly contributed to

its growth and maturation. After existence as an unincorporated area of northeastern Sacramento County for nearly 100 years, Citrus Heights became an independent city offering local municipal services in January 1997. Unchanged, however, is our traditional Citrus Heights hospitality.

Education

The City of Citrus Heights is primarily served by the San Juan Unified School District (SJUSD). There are three K-8 schools, six elementary schools, one middle school, and two high schools located within the City of Citrus Heights. SJUSD also offers other educational schools and programs such as special education centers, adult schools, preschools, and before and after-school programs.

Doing Business in Citrus Heights

Citrus Heights is home to industries that provide products and services to our community. The City's top five highest growth industries in the next five years are:

1. Healthcare and Social Assistance
2. Consumer Services: Arts, Entertainment, and Recreation 3. Retail
4. Financial and Professional Services
5. Entrepreneurship and Start-Ups

Source: City of Citrus Heights Economic Development Work Plan 2025-2027

Budget Development and Objectives

Budget Process

The City's fiscal year is July 1 through June 30. This year's budget process began in January with a kick-off meeting for departmental budget teams and the preparation of a presentation to Council in May requesting direction regarding the overall budget process and what Council desires to see as it relates to the budget request. In consideration of the financial forecast, staff requested, and Council agreed to receive the budget and the related costs to provide the services. While efforts are made to control costs, costs for the existing personnel, supplies and services increase over time. This results in incremental increases based on both labor agreements and market conditions that impact prices.

To establish the budget, the Finance Division prepared a budget submittal document that provides departments with the information of previous fiscal years' budget and actual amounts, including the mid-year status of FY24/25, as well as the template for the department and fund descriptions. An examination of budget expenditures to actuals was examined. The Finance Division also updated the labor costs and provided the information for budget development.

The City's biennial budget process includes the Capital Improvement Plan and the Operating Budget, which are developed and submitted for Council approval in alternating years. This provides for additional work capacity for departments to focus on the development of their budgets. Departments prepare budgets for the funds and divisions within their departments. This budget updates the costs of maintaining service and staffing levels into the new biennial budget. The budget also includes the updated estimates of revenues and other financing sources.

After thorough vetting amongst department directors and the City Manager, proposed budgets are prepared and reviewed with the Finance Committee, Mayor, and City Council and posted publicly prior to the budget presentation. The Finance Committee comprised of two City Council members reviews the budget and makes recommendations to the entire City Council on the budget. The Mayor and Council then review the proposed operating budget in public meetings. The budget is formally adopted by a vote of City Council on or before June 30 of each year. Any changes to the proposed budget, as considered and approved by the City Council during budget hearings, are included in the Adopted Budget document.

Subsequent budget amendments throughout the fiscal year are submitted to Council for approval. The City Council approves appropriations at the fund level which limits the fund may not spend more than was appropriated in aggregate for the entire fund.

Basis of Budgeting

The City of Citrus Heights uses a modified accrual basis of accounting in preparing the budget for governmental funds. This is consistent with the basis of accounting used for the Annual Comprehensive Financial Report (ACFR).

Under the modified accrual basis, revenues are recognized when measurable and available. The City considers all revenues reported in the governmental funds to be available if the revenues are collected within 60 days after fiscal year-end. Licenses, property taxes, and taxpayer-assessed tax revenues (e.g., franchise taxes, sales taxes, motor vehicle fees, etc.), net of estimated refunds and uncollectible amounts, and interest associated with the current fiscal period are all considered susceptible to accrual and so have been recognized as revenues of the current fiscal period. Revenue from grants, entitlements, and donations are recognized in the fiscal year in which all eligibility

requirements have been satisfied.

Expenditures are recorded when the related fund liability is incurred, except for claims and judgments, and compensated absences (which are recognized as expenditures to the extent they have matured), and principal and interest on general long-term debt.

The government-wide financial statements are reported using the economic resources measurement focus and the accrual basis of accounting, as are the proprietary funds financial statements. Revenues are recorded when earned and expenses are recorded when a liability is incurred, regardless of the timing of related cash flows. Property taxes are recognized as revenues in the year for which they are levied. Grants and similar items are recognized as revenue as soon as all eligibility requirements are met.

Governmental fund financial statements are reported using the current financial resources measurement focus and the modified accrual basis of accounting. Revenues are recognized as soon as they are both measurable and available. Revenues are considered to be available when they are collectible within the current period or soon enough thereafter to be used to pay liabilities of the current period. For this purpose, the City considers revenues to be available if they are collected within 60 days of the end of the current fiscal year. Expenditures are generally recorded when a liability is incurred, as under accrual accounting. However, debt service expenditures, as well as expenditures related to compensated absences and claims and judgments, are recorded only when payment is due.

Property taxes, franchise taxes, licenses, and interest associated with the current fiscal year are all considered to be susceptible to accrual and so have been recognized as revenues of the current fiscal year. All other revenue items are considered to be measurable and available only when cash is received by the City.

Budgetary Controls

The City maintains strict budgetary controls, with the objective of ensuring compliance with legal provisions contained in the annual appropriated budgets approved by the City Council. The level of budgetary control (that is, the level at which expenditures cannot legally exceed the appropriated amount) is established at the department/function level within each fund. Budgetary controls from the Adopted Budget Resolution are formally adopted by the City Council at budget adoption, that includes controls such as Department Directors authorized to move appropriations from one object to another, within each budgetary program/division and within the same fund, provided that the total approved appropriations for a budget program and within the same fund are not exceeded.

Budget Strategies

Strategic Focus – The City's financial management should be strategic, reflecting the Council's and the community's priorities for service while providing resources that fund routine operations.

Fiscal Control and Accountability – The City's financial activities should be fiscally sound and accountable to the City Council through the City Manager.

Transparency and Clarity – The City's financial planning and reporting should be clear and easy to understand so that all participants, the Council, the community, and staff can productively participate in making good decisions.

Long-term Planning – The City's financial planning should emphasize multi-year horizons to promote long-term planning of resource uses.

Flexible and Cost-Effective Responses – The City's financial management practices should encourage a mission-driven organization that responds quickly and straightforwardly to community demands. The City's management should flexibly respond to opportunities for better service, proactively manage revenues, and cost-effectively manage ongoing operating costs.

Staffing Philosophy – The City has worked toward establishing a balance between City employees and contract staff to ensure the most efficient City operations maximizing output at the lowest cost possible.

Management Responsibility

The City Manager shall provide the City Council with a mid-year review of financial activities in February of each year and a mid-cycle review at the start of the second fiscal year of the biennial budget. The review will compare annual budget projections with actual results. In addition, the City Council has adopted policy parameters for the City's fiscal management.

Financial Activity Reporting

The City's financial activity will be reported in a variety of funds, which are the basic accounting and reporting entities in governmental accounting. The City's accounting structure makes it possible:

- To present fairly and with full disclosure the financial position and results of financial operations of the funds of the City in conformity with generally accepted accounting principles
- To determine and demonstrate compliance with finance-related legal and contractual provisions

Appropriation Control

Appropriation of fiscal resources is the responsibility of the City Council and the City Manager.

Appropriations requiring Council action are:

- Appropriation of reserves, except replacement fund reserves
- Transfers between funds
- Appropriations of any unassigned revenues (unassigned revenues are those revenues that are not associated with a particular business or service unit)
- Inter-fund loans

Appropriations requiring City Manager action are:

- Transfers within funds
- Appropriation of unbudgeted assigned revenues (assigned revenues support a specific business or service unit and allow expansion or contraction of that unit in response to demand as manifested by receipt of assigned revenues)
- Appropriation of replacement fund reserves

Debt Management

The City Council has adopted a Debt Management Policy. This policy addresses short-term borrowing, long-term borrowing, and debt issuance. The policy provides guidance for ensuring that financial resources are adequate to meet short-term and long-term service objectives and that financing undertaken by the City satisfies certain clear objectives which

allow the City to protect its financial resources in order to meet its long-term capital needs.

Investments
The City Council annually reviews the City's Investment Policy in conformance with California Government Code. The Investment Policy addresses the objectives of safety, liquidity, and yield with respect to the City's financial assets.

Fees and Charges
The City Council periodically adopts a schedule of fees and charges. The City's fees and charges are set to provide adequate resources for the cost of the program or service provided.

Purchasing
The City maintains a Purchasing Policy designed to support and enhance the delivery of governmental services while seeking to obtain the maximum value for each dollar expended.

Financial Forecast
The Ten-Year Financial Forecast has served as a primary budget guidance tool since the City's incorporation. The forecast is updated at least on an annual basis to project future revenue, and operating and capital expenditures.

Modest increases in General Fund revenues and expenditures have been projected for the next ten years. Several factors directly affect the City's General Fund revenue. Because the largest single source of General Fund revenue comes from sales tax, the City is especially susceptible to economic downturns. Also, the major changes in revenue-generating growth are not expected to impact the General Fund forecast because 98% of the City has been developed.

Funds of the City of Citrus Heights
Governmental accounting systems are organized and operated on a fund basis. A fund is a self-balancing set of accounts recording cash and other financial resources, together with all related liabilities and residual equities or balances. Funds are used to segregate the City's financial activities in categories that attain certain objectives in accordance with special regulations, restrictions, or limitations.

The City maintains a General Fund reserve level policy of 17% of annual expenditures for general operating needs and the City Manager has a goal of maintaining an additional 8% for a total of 25% to help buffer against economic uncertainties, allow for the City to be opportunistic on pursuing grants through having matching funds available, to address an unforeseen need and to provide the opportunity to have reserve funds beyond the minimum policy set aside if there was a particular community priority the Council wished to address that required additional investment. The reserve may dip below the City Manager's recommended goal of 25% to address a particular situation as described above with the intent of bringing the reserve back to 25% in future years. This budget sustains and exceeds these reserve levels, based upon the revenue and expenditures projected. Healthy reserve balance funding is a core pillar of fiscally prudent policies to ensure service delivery is continued in both good and bad economic cycles, and to allow a city to be opportunistic when appropriate.

All City Funds Financial Summary

Summary of All City Funds

The City's accounts are organized and operated on a fund basis. A fund is an independent fiscal and accounting entity with a self-balancing set of accounts recording assets, liabilities, fund balances, revenues, and expenditures.

The City has the following fund type categories:

Governmental Fund Types

The governmental funds include the General, Capital Projects, Debt Service, and Special Revenue Funds. Governmental Funds are reported using the current financial resources measurement focus and the modified accrual basis of accounting. The majority of funding for City operations is derived from the General Fund. The following reserves and funds have been established:

- *General Fund Reserve* - The purpose of this reserve is to (a) stabilize the City's fiscal base for anticipated fluctuations in revenues/expenditures, (b) fund facility renovation/replacement through the Replacement Fund, and (c) to cover if there is a revenue shortfall of 17% or greater of budgeted revenues

- *Capital Improvement Fund* - The budget for capital funds is reviewed by the City Council as part of the five-year Capital Improvement Program (CIP). Capital improvement projects for FY25/26 and FY26/27 are included in this budget

- *Special Revenue Fund* – The purpose of this fund is to account for proceeds of specific revenue sources that are restricted to expenditures for specified purposes

Proprietary Fund Types

The proprietary funds, which include the Enterprise and Internal Service Funds, are used to account for the City's business-type activities. Proprietary funds are reported using the economic resources measurement focus and the full accrual basis of accounting. Revenues are recorded when earned, and expenses are recorded at the time liabilities are incurred, regardless of when the related cash flows take place.

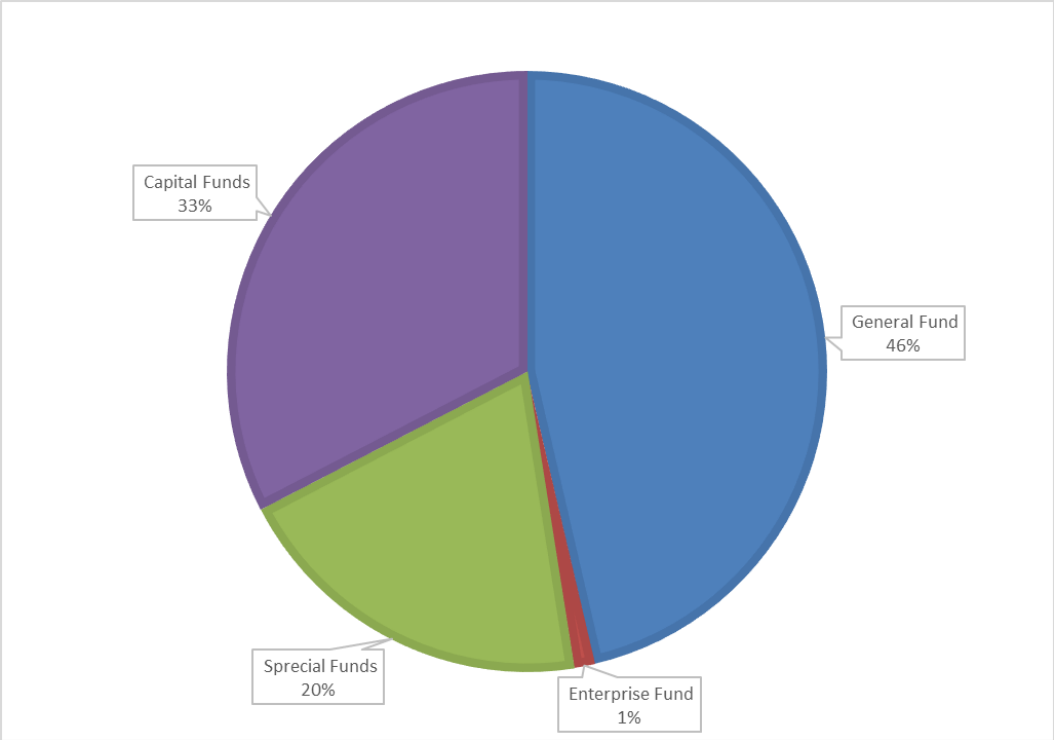
- *Enterprise Funds* - used to account for operations (a) that are financed and operated in a manner similar to private business enterprises - where the intent of the governing body is that the costs (expenses, including depreciation) of providing goods and services to the general public on a continuing basis be financed or recovered primarily through user charges; or (b) where the governing body has decided that periodic determination of revenue earned, expenses incurred, and/or net income is appropriate for capital maintenance, public policy, management control, accountability, or other purposes. The City has one enterprise fund.

The "Summary of All City Funds" schedule in the following section groups the City's funds into four classifications:

- General Fund
- Capital Funds
- Special Revenue Funds
- Enterprise Fund

This section provides a financial overview of all City funds by fund type. It presents the total available resources and total use of resources, including beginning and ending fund balances, revenues, and expenditures, operating transfers in, and operating transfers out.

Expenditures by City Fund



Fiscal Year 2025/26

	General Fund	*Enterprise Fund*	*Special Revenue Funds*	*Capital Funds*	*All City Funds Total*
Revenues					
Property Tax	8,182,326	-	-	-	8,182,326
Sales Tax	14,028,342	-	643,270	-	14,671,612
Utility User Tax	2,650,000	-	-	-	2,650,000
Other Tax/Assessment Revenue	355,000	930,798	-	-	1,285,798
Franchise Fees	1,267,500	-	-	-	1,267,500
Business License	300,000	-	-	-	300,000
Licenses and Permits	1,489,511	-	4,078,782	-	5,568,293
Motor Vehicle In Lieu	11,979,753	-	-	-	11,979,753
Gas and Road Tax		-	7,402,137	-	7,402,137
Use of Money	1,200,000	174,836	11,999	-	1,386,835
Fines and Forfeitures	1,112,100	-	-	-	1,112,100
Charges for Service	1,225,998	150,066	-	-	1,376,064
Other Revenues	2,302,240	63,872	3,485,590	18,057,000	23,908,702
Transfers In	-	-	222,783	13,632,750	13,855,533
Use of Funds	-	107,649	4,684,079	-	4,791,728
Total Revenues	$ 46,092,770	$ 1,427,221	$ 20,528,640	$ 31,689,750	$ 99,738,381
Expenditures					
City Council	323,509	-	-	-	323,509
City Manager's Office	1,202,004	-	-	-	1,202,004
Economic Development & Community Engagement	1,175,440	-	-	-	1,175,440
Administrative Services	10,443,180	-	-	-	10,443,180
Police	26,213,377	-	1,835,698	-	28,049,075
General Services	3,770,729	1,427,221	8,629,842	31,689,750	45,517,542
Community Development	1,952,119	-	1,275,566	-	3,227,685
Transfers Out for Streets	-	-	8,787,533	-	8,787,533
Transfers Out	1,068,000	-	-	-	1,068,000
Vacancy Factor	(1,527,255)	-	-	-	(1,527,255)
Total Expenditures	$ 44,621,103	$ 1,427,221	$ 20,528,640	$ 31,689,750	$ 98,266,714

Transfers Out for Streets	$ (4,000,000)

Summary of All City Funds
Fiscal Year 2026/27

	General Fund	*Enterprise Fund*	*Special Revenue Funds*	*Capital Funds*	*All City Funds Total*
Revenues					
Property Tax	8,476,031	-	-	-	8,476,031
Sales Tax	14,381,592	-	675,449	-	15,057,041
Utility User Tax	2,650,000	-	-	-	2,650,000
Other Tax/Assessment Revenue	360,500	958,722	-	-	1,319,222
Franchise Fees	1,236,625	-	-	-	1,236,625
Business License	300,000	-	-	-	300,000
Licenses and Permits	1,480,597	-	4,071,984	-	5,552,581
Motor Vehicle In Lieu	12,420,883	-	-	-	12,420,883
Gas and Road Tax	-	-	7,563,659	-	7,563,659
Use of Money	1,200,000	180,081	11,999	-	1,392,080
Fines and Forfeitures	1,112,100	-	-	-	1,112,100
Charges for Service	1,260,998	150,066	-	-	1,411,064
Other Revenues	2,043,071	65,788	3,662,643	9,628,509	15,400,011
Transfers In		-	695,000	11,646,660	12,341,660
Use of Funds	-	225,675	2,285,547	-	2,511,222
Total Revenues	$ 46,922,397	$ 1,580,332	$ 18,966,281	$ 21,275,169	$ 88,744,179
Expenditures					
City Council	325,529	-	-	-	325,529
City Manager's Office	1,274,875	-	-	-	1,274,875
Economic Development & Community Engagement	1,171,583	-	-	-	1,171,583
Administrative Services	10,703,148	-	-	-	10,703,148
Police	26,865,810	-	1,683,968	-	28,549,778
General Services	3,860,574	1,580,332	8,287,961	21,275,169	35,004,035
Community Development	2,007,284	-	1,762,693	-	3,769,977
Transfers Out for Streets		-	7,231,660	-	7,231,660
Transfers Out	1,110,000	-	-	-	1,110,000
Vacancy Factor	(1,573,819)	-	-	-	(1,573,819)
Total Expenditures	$ 45,744,984	$ 1,580,332	$ 18,966,282	$ 21,275,169	$ 87,566,766

Transfers Out for Streets	$ (4,000,000)

Overview – General Fund

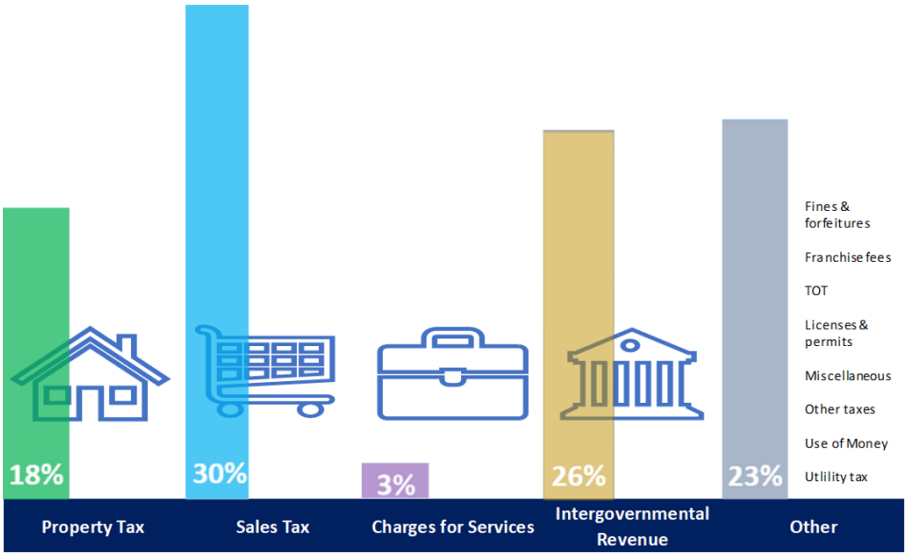
The Fiscal Year 2025/26 General Fund budget anticipates revenue of $46.1 million to fund expenditures of $44.6 million with the remaining $1.5 million funding the General Fund reserve.

For Fiscal Year 2026-27, General Fund revenue is projected to be $46.9 million. General Fund expenditures for Fiscal Year 2026/27 are projected to be $45.7 million. It is anticipated that General Fund reserves will increase by $1.2 million. All revenue and expenditure projections for Fiscal Year 2026/27 will be updated and presented at the mid-cycle review in 2026.

	FY 2023-24 Actual	FY 2024-25 Projection	FY2025-26 Adopted	FY 25-26 vs FY24-25	FY2026-27 Adopted	FY 26-27 vs FY25 26
Revenue	$ 46,452,836	$ 46,049,743	$ 46,092,770	$ 453,317	$ 46,922,397	$ 829,627
Expenditures	37,931,433	41,908,071	44,621,102	(2,206,646)	45,744,984	$ 1,123,882
Operating Surplus/(Shortfall)	**$ 8,521,403**	**$ 4,141,671**	**$ 1,471,668**		**$ 1,177,413**	

General Fund Revenue

The City's staff develop revenue estimates with input from outside expert opinion from a variety of sources that include the City's sales tax and property tax consultants HdL Coren & Cone (HdL), and Sacramento County. The baseline assumptions incorporate these various information sources and analytical methods and take into account national, state, and local economic conditions as well as legislative and development factors.



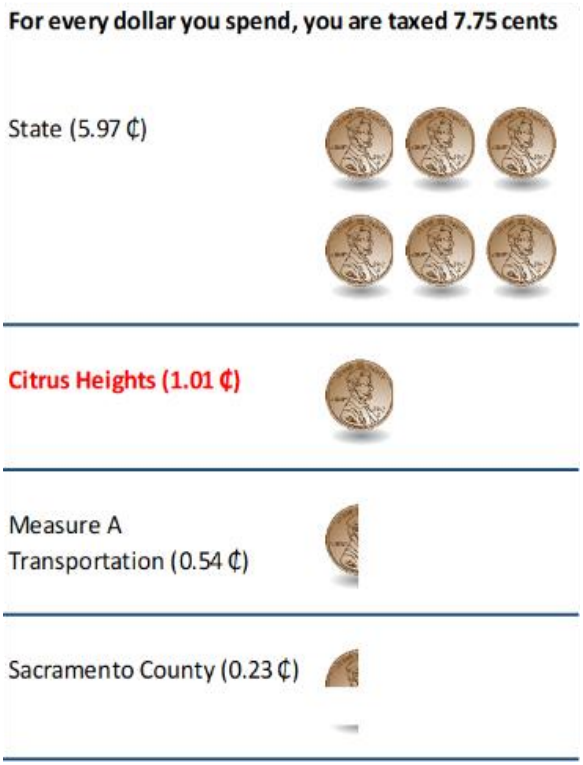
The General Fund has several revenue sources, including five (5) major categories: Sales Tax, Property Tax, Intergovernmental Revenue (Motor Vehicle-in-lieu), Use of Money and Charges for Services comprise over 82% of total General Fund Revenues. In total, General Fund revenues are expected to be $46.1 million in FY25/26 and $46.9 million in FY26/27. A Master Fee Schedule update is reviewed annually. The fee schedule update allows the City to continue its practice of recovering costs at the Council-approved levels. The table on the following page shows the various revenue sources for the General Fund and their relative percentage of total revenue.

Adopted General Fund Revenue

Revenue	FY 2025-26 Adopted	Variance	FY 2026-27 Adopted	Variance
Taxes and Franchises	26,483,168	757,107	27,104,748	621,580
Licenses and Permits	1,789,511	(185,593)	1,780,597	(8,914)
Fines and Forfeitures	1,112,100	12,713	1,112,100	-
Intergovernmental	11,979,753	415,846	12,420,883	441,130
Use of Money	1,200,000	(500,000)	1,200,000	-
Charges for Services	1,225,998	12,102	1,260,998	35,000
Contributions	25,000	20,000	25,000	-
Other	2,277,240	(78,858)	2,018,071	(259,169)
Total General Fund Revenue	**46,092,770**	**453,317**	**46,922,397**	**829,627**

Taxes and Franchises

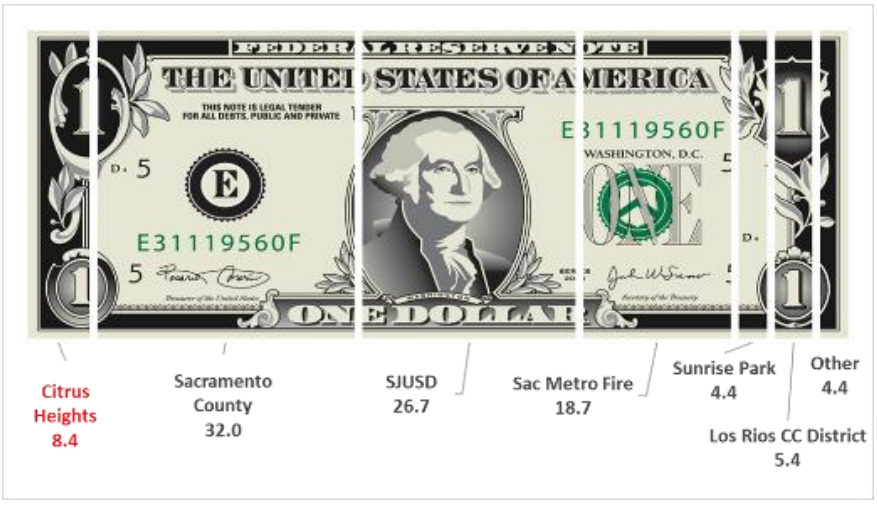
Sales tax accounts for approximately 30% of the General Fund's annual operating revenues, making it the largest source of revenue. Based upon local economic trends and forecasts, it is projected that sales tax revenue will total $26.5 million, which is $750,000 more than the amended FY24/25 and an additional $621,000 in FY26/27.



Intergovernmental

Intergovernmental predominately includes Motor Vehicle-in-Lieu (Vehicle License Fee): Established in 1935 as a uniform statewide tax, the Vehicle License Fee (VLF) is a tax on the ownership of a registered vehicle in place of taxing vehicles as personal property. By law, all revenues from the VLF fund city and county services, but the state legislature controls the tax rate and the allocation among local governments. In 2004, the Legislature permanently reduced the VLF tax rate and eliminated state general fund backfill to cities and counties. Instead, cities and counties now receive additional transfers of property tax revenues in lieu of VLF. The property tax-in-lieu of VLF amount changes annually based on each agency's gross taxable value and is projected to come in at $415,000 more in FY25/26 with an additional $441,000 in FY26/27.

Property Tax



The City is a "no/low property tax" jurisdiction, receiving only 8.4 cents from every property tax dollar paid. The City began receiving property tax in 2023. Most of the property tax paid by the City's residents goes to the County of Sacramento, San Juan Unified School District, the Sacramento Metropolitan Fire District (Sac Metro Fire), and community college districts. Property tax is the third largest General Fund revenue source, representing about 18% of General Fund revenues. This category is projected to experience a net taxable value increase of $427,000 for the FY25/26 and an additional $293,000 in FY26/27.

Licenses and Permits

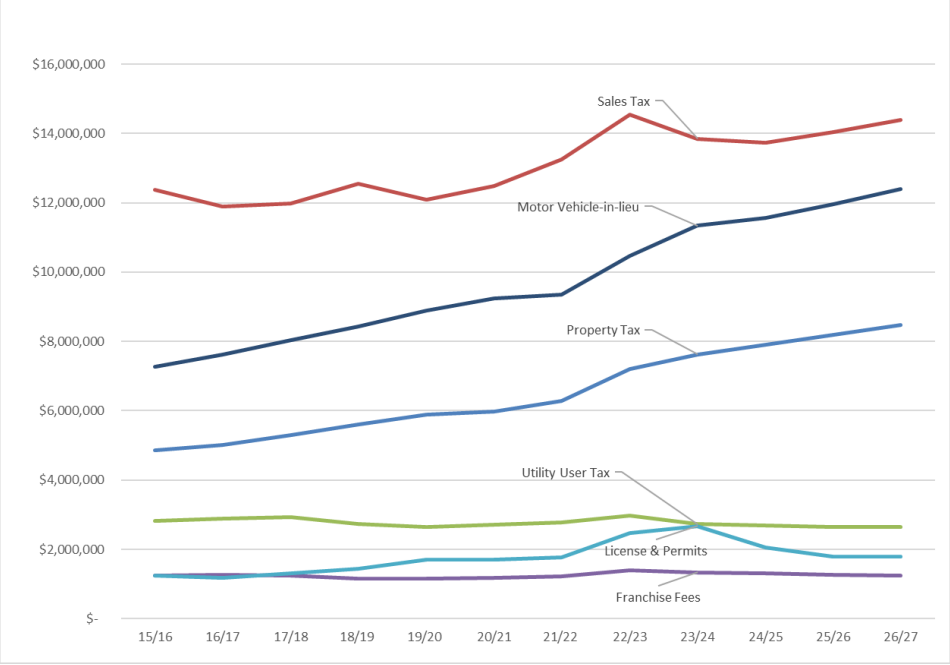
Licenses and Permits include building permits, zoning permits, plan checks, and other home improvement permits. The City issues these licenses to ensure that activities being carried out within the City to comply with local laws, regulations, and safety standards. Revenue from licenses and permits is projected at $1.7 million in FY25/26 down by $(185,000) and an additional $(8,900) in FY26/27. Given current market conditions and economic outlook, a conservative approach to revenue projections was taken reducing it by 7.5% in FY25/26.

Other Revenues

Other revenues account for approximately 23% of the General Fund income and consist of various sources, including Fines and Forfeitures, Use of Money, Revenues from Other Agencies, Fees for Services, State Grants, Cost Reimbursements, and Interest Income. The category is anticipated to decrease by $(78,900) in FY25/26 compared to FY24/25 amended budget and decrease by $(259,000) in FY26/27 compared to FY25/26. The decreases are primarily due to anticipated lower reimbursement revenues and interest rate potentially decreasing in FY25/26, and FY26/27 to align more with the actual revenues of the previous fiscal years.

The table below provides an overview of each major revenue category, with a comparison of prior year actuals to the adopted FY25/26 budget and the adopted FY26/27 budget.

Revenue Trends



General Fund Expenditures

Based on the City's strategic priorities and guiding principles established, the FY25/26 & FY26/27 Biennial Budget was developed using thoughtful and fiscally prudent balancing measures to provide exceptional services to our community and increase contributions for infrastructure improvements.

The General Fund has an operating budget of $44.6 million for FY25/26 and $45.7 million for FY26/27. This amount includes $43 million in ongoing expenditures and $1,06 million from transfers out for FY25/26 and $44.6 million in ongoing expenditures and $1,1million from transfers out for FY26/27. This amount funds the daily, ongoing operations of the City, including Public Safety, Community Development, Economic Development and Community Engagement, Public Works maintenance, animal care/control, debt service, as well as various City services and functions that contribute to the day-to-day operations of the City. The transfers out category includes operating transfers to the Replacement Fund for building maintenance, equipment and fleet replacement and technology replacement.

The FY25/26 General Fund planned expenditures will decrease by $2.2 million or -4.71% in FY25/26 compared to the FY24/25 Adopted Budget, mostly attributable to property acquisition in the prior year, and increase by $1.1 million or 2.51% in FY26/27 compared to FY25/26 budget for the General Fund. The increases consider the normal cost of living adjustment, merit increases, and operational increases for the FY25/26 & FY26/27 biennial budget. As a best practice, the Financial Forecast considers a 2.5% inflationary factor when projecting future trends. Staff maintained nominal increases below what is forecasted in the long-range planning forecast model.

The summary of General Fund Expenditures is included below:

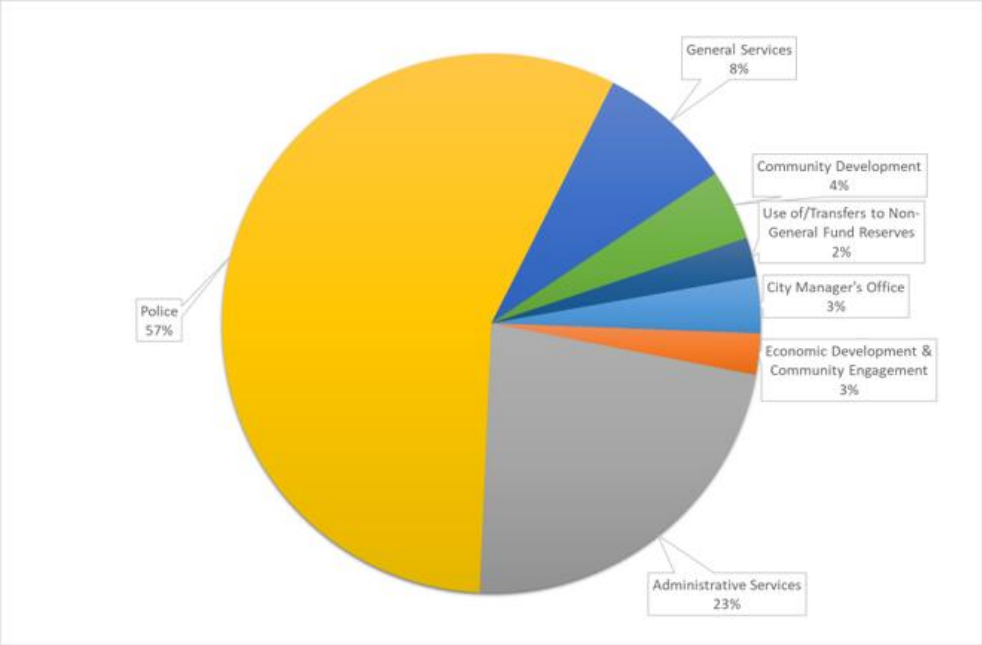
General Fund Expenditures Summary

CITY OF CITRUS HEIGHTS

Fiscal Year 2025-26 & Fiscal Year 2026-27 Proposed General Fund Expenditures By Department
Adopted June 11,2025

Department	FY 2023-24 Actual	FY 2024-25 Amended Budget	FY2025-26 Adopted	FY2026-27 Adopted
City Manager's Office	1,119,274	1,488,094	1,525,513	1,600,404
Economic Development & Community Engagement	971,711	1,127,539	1,175,440	1,171,583
Administrative Services	9,163,568	9,839,084	10,443,180	10,703,148
Police	19,836,089	26,254,029	26,213,377	26,865,810
General Services	3,601,825	3,727,676	3,770,729	3,860,574
Community Development	1,612,654	1,922,128	1,952,119	2,007,284
Vacancy Factor			(1,527,255)	(1,573,819)
Use of/Transfers to Non-General Fund Reserves	1,111,000	2,469,197	1,068,000	1,110,000
General Fund Expenditures	**$ 37,416,121**	**$ 46,827,748**	**$ 44,621,102**	**$ 45,744,984**

General Fund Expenditures by Department



Despite continued increases in maintenance and operating costs, the City has ensured the most cost-effective expenditures to offset rising costs. The following highlights summarize the City's spending plan for the General Fund for FY25/26 & FY26/27.

Position Changes

The total cost of the net 3.25 Full Time Equivalent (FTE) General Fund and 1.0 FTE Special Fund additional position identified below is approximately $46,000 increase in general fund expenditures and $60,000 special fund savings respectively in FY 2025-26. The City has 210.75 authorized full-time positions approved for FY 2024-25.

The team came together to assess operational needs at the City-wide level and determined there was a greater need within General Services to achieve City infrastructure goals, cares program for maintaining the City's commitment to clean, safe, and inviting public spaces. The following position reorganization and the resulting fiscal impact have been included in the budget.

Staffing Changes

Position Requests	Department	FTE Change	Net Fiscal Impact
Beautification Team	GSD	2	No additional funding required
Construction Inspector	GSD	1	$25,000 savings to General Fund
Traffic Light Tech	GSD	1	$60,000 savings to Special Fund
Custodian	GSD	.25	$(14,600) increase in expense to General Fund
Sr. Facility Attendant	GSD	0	$(20,500) increase in expense to General Fund (Limited Term Position)
POP Sergeant	PD	0	$37,200 increase in expense to General Fund
Net Impact		**4.25**	**$(46,000) additional funding – General Fund $60,000 savings – Special Fund**

More details, shown on the Adopted Position by Department Detail tables starting on page 38, lists each position by classification and by department and compares prior years with the FY25/26 & FY26/27 adopted Budget. In addition, each department has an organizational chart showing where the various positions are allocated by functional area.

Salary & Benefits

FY 2025-26: A net reduction of $785,000 is projected, due to a conservative assumption of a 5% vacancy rate. This is informed by the City's current 8.97% vacancy rate and trends in recruitment as reported in the AB2561 report presented at the City Council Meeting on May 28, 2025. Newer staff are entering at lower salary steps, often under the PEPRA retirement formula, which reduces long-term benefit liabilities.

FY 2026-27: A net increase of $910,000 is forecasted, incorporating a projected 2.5% Cost of Living Adjustment (COLA), as well as step increases and gradual staffing stabilization.

CalPERS Pension Contributions – Unfunded Accrued Liability (UAL) represents the shortfall between the pension benefits that employees have earned and the assets available to pay those

benefits. This gap arises due to various factors, including investment performance, changes in actuarial assumptions (like life expectancy and salary growth), and demographic shifts. In the FY 2025-26 budget, the city has allocated an additional $233,500 to address its CalPERS UAL obligations. This adjustment is based on the most recent actuarial valuations and reflects the city's commitment to maintaining fiscal responsibility and ensuring the long-term sustainability of its pension obligations.

Other Post-Employment Benefits (OPEB) – In FY 2024-25, the City budgeted to contribute $250,000 to the OPEB Section 115 trust. Due to the favorable returns on the account the City was not required to make the payment resulting in savings to the General Fund. According to the actuarial reports the projected amounts are $250,000 for FY 2025-26 and FY 2026-27.

Operating Expenditures (Non-Salary & Benefits)

City Manager's Office

In FY 2025-26, the City Manager's Office proposes an increase of $17,500 to support expanded professional development opportunities for the City Council. This investment aligns with the City's commitment to continuous leadership development and capacity building for elected officials. Additionally, a projected reduction of approximately $51,700 in attorney fees has been incorporated based on recent billing trends reflecting more efficient legal service utilization. Moreover, since FY 2025-26 is a non-election year, the budget includes a reduction of $57,000 in election-related expenses. However, this trend reverses in FY 2026-27 with a projected increase of $76,000 to account for County-administered election services during that year, ensuring the City remains compliant with electoral requirements.

Economic Development & Community Engagement Department

For FY 2025-26, the Economic Development & Community Engagement Department anticipates a total increase of $21,600. This includes a $1,600 adjustment to accommodate higher organizational membership dues, which are critical for maintaining the City's visibility and engagement within regional partnerships. Additionally, $20,000 is allocated for the installation of new CARES-branded banners and community signage to enhance public outreach and beautification efforts. In FY 2026-27, these one-time CARES expenses are expected to drop by $20,000, resulting in a corresponding reduction in the department's budget as the signage implementation is completed.

Administrative Services Department

The Administrative Services Department anticipates several key changes to its operational budget. In FY 2025-26, the Finance Division will see a decrease of approximately $32,725, primarily due to the completion of one-time special projects from the prior fiscal year. Meanwhile, the Risk Management Division faces rising liability pressures, with an anticipated net increase of $22,000 attributed to higher insurance premiums through the California Intergovernmental Risk Authority (CIRA) and growing workers' compensation claim costs. In contrast, the Information Technology Division will experience a significant budget increase of $319,000. This includes $205,044 in technology upgrades related to the transition of Police Department software to central IT oversight, as well as the acquisition of Placer.ai, a new software platform to support citywide analytics as described in the Economic Development Workplan. In FY 2026-27, Risk Management is projected to experience an additional $225,400 increase, while Information Technology will see a smaller increase of approximately $21,000, mainly related to inflationary adjustments in ongoing software contracts.

Police Department

The Police Department's FY 2025-26 operating budget includes strategic cost adjustments across its divisions. Animal Control services are projected to increase by $29,400, driven by higher contract costs with the Bradshaw Animal Shelter and nominal increases in associated operational expenses such as radio fees and uniform costs. Conversely, the Law Enforcement division will realize a reduction of $240,000, resulting from a significant 30% projected decrease in booking fees (a savings of $126,300) and the consolidation of certain administrative functions. These savings also reflect the transition of all Police Department software expenses to the Information Technology Division, which streamlines oversight and budget reporting. The Red-Light Camera program will see an increase of $29,900, which reflects an anticipated 3% increase in contractor rates tied to CPI adjustments. In FY 2026-27, modest increases continue with Animal Control expected to rise by $13,617 due to increased shelter contract costs and facility needs. Law Enforcement will see an additional reduction of $87,300, tied to further decreases in jail booking fees, while Red Light program costs are expected to rise another $15,700 to account for CPI-based contract inflation.

General Services Department

The General Services Department anticipates several operational adjustments during the biennium. In FY 2025-26, the Events Center division will see a $21,000 increase in utility expenses, partially offset by the retirement of an $80,000 principal debt payment that was completed in FY 2024-25. Fleet operations are expected to increase by $57,380 due to continued volatility in fuel prices. Facilities Management will also see an upward adjustment of $23,000, primarily reflecting increased utility rates across City-owned properties. Looking ahead to FY 2026-27, the department projects an overall increase of $30,800, reflecting maintenance and utility cost escalations as the City continues to invest in its infrastructure and maintain high service standards across public facilities.

Community Development Department

The Community Development Department anticipates minimal changes in operating expenditure during the biennium. In FY 2025-26, nominal adjustments are expected, with a slight net decrease of $1,000. These adjustments reflect routine expenditure realignments and ongoing program efficiencies. A similar pattern is projected in FY 2026-27, with a further net decrease of $2,000, reinforcing the department's stability in operational spending and its ability to manage costs while continuing to provide essential development review, permitting, and planning services.

Transfers Out

Annual transfers to replacement fund in the amount of $1,068,000 for FY25/26 and $1,110,000 FY26/27 are:

- Building Maintenance improvements - $168,000; $210,000 respectively
- Equipment Replacement program - $350,000 (both FY)
- Information Technology – equipment/software replacement - $150,000 (both FY)
- Fleet Replacement of $400,000 (both FY)

Financial Forecast

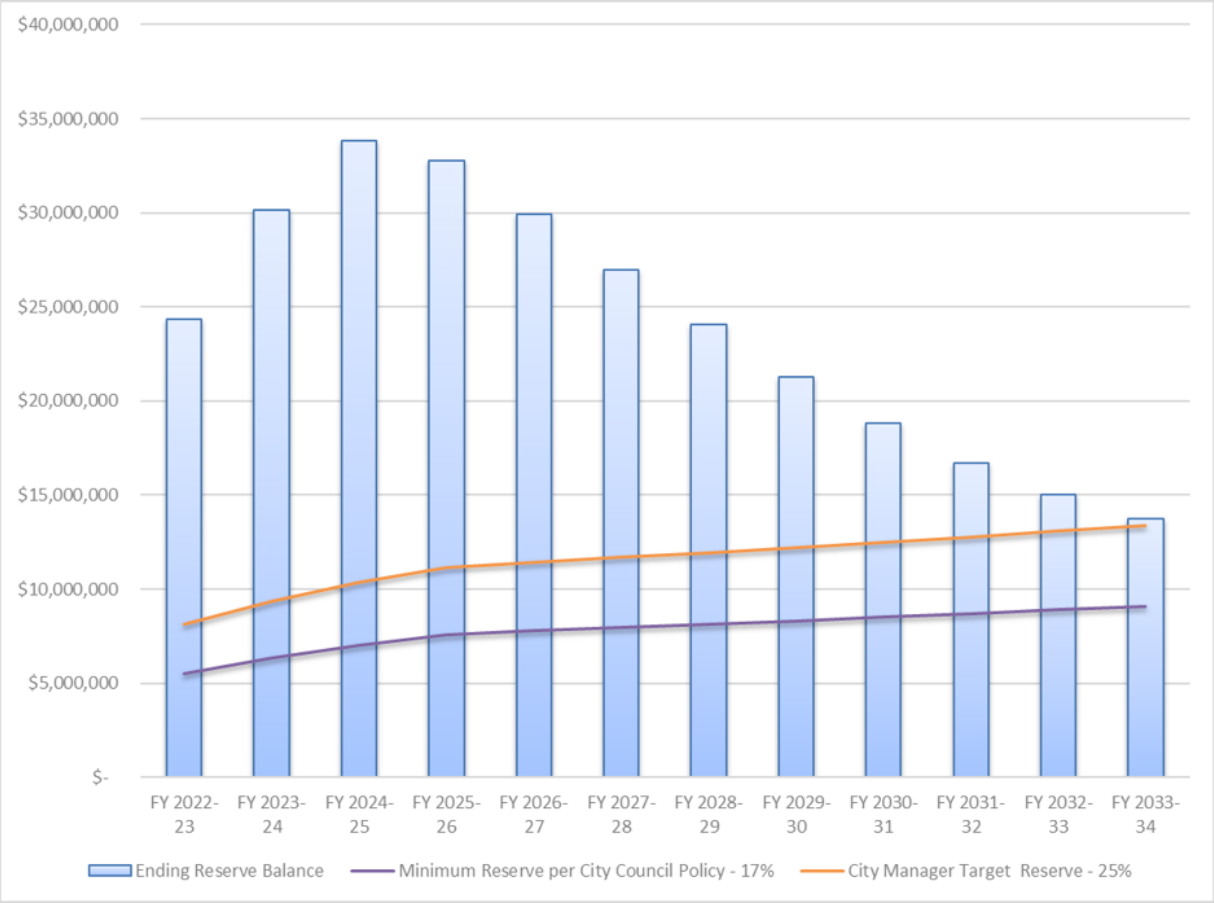
Below is the updated financial forecast chart identifying unassigned fund balance changes based upon the budget and projections going forward based on historical trends. Council and staff have worked diligently to ensure that the City's long-term fiscal health is our focus. It is important that we, as a city, continue to look at the long-term impacts of short-term decisions.

General Fund Financial Forecast

	FY 2024-25 Mid Year Adopted	FY 2024-25 Projected	FY 2025-26 Adopted	FY 2026-27 Adopted	FY 2027-28 Projected	FY 2028-29 Projected
Beginning Reserve Balance *(Unassigned/Committed)*	30,159,164	30,159,164	33,828,527	32,757,417	29,934,830	26,951,229
TOTAL REVENUE	45,639,453	46,049,743	46,092,770	46,922,397	47,787,374	48,922,994
TOTAL OPERATING EXPENDITURES	46,827,748	41,370,209	44,621,102	45,744,984	46,770,975	47,821,195
Net Operating Position	(1,188,295)	4,679,533	1,471,668	1,177,413	1,016,399	1,101,799
ARPA		2,989,829	1,957,223			
STREET REPAIRS	(4,000,000)	(4,000,000)	(4,000,000)	(4,000,000)	(4,000,000)	(4,000,000)
Auburn Blvd - Phase 2 Match						
Auburn Facility Improvements			(500,000)			
Ending Reserve Balance	$ 24,970,869	$ 33,828,527	$ 32,757,417	$ 29,934,830	$ 26,951,229	$ 24,053,028
Minimum Reserve per City Council Policy - 17%	$ 7,960,717	$ 7,032,936	$ 7,585,587	$ 7,776,647	$ 7,951,066	$ 8,129,603
Over(under) Reserve Target	17,010,152	26,795,591	25,171,830	22,158,182	19,000,163	15,923,425
City Manager Target Reserve - 25%	$ 11,706,937	$ 10,342,552	$ 11,155,276	$ 11,436,246	$ 11,692,744	$ 11,955,299
Over(under) Reserve Target	13,263,932	23,485,974	21,602,142	18,498,584	15,258,485	12,097,730

As seen, the General Fund reserve balance is projected to exceed the required Council Policy for maintaining a reserve equal to 17% of General Fund expenditures. The General Fund reserve is also forecasted to meet or exceed the City Manager's target of a 25% General Fund reserve balance.

Projected General Fund Reserve Balance



Fund Balance percentage is not the only important indicator of the City's fiscal health, it is also important to keep at the minimum reserve level that is manageable and address in future budget years as revenues and expenditures become more accurate.

Non-General Funds

Non-General Funds are used to account for the proceeds of specific revenue sources allocated to expenditures for specified purposes. The City uses two types of these funds: Special Revenue and Enterprise Funds.

Special Revenue Funds are used to account for the proceeds of specific revenue sources (other than expendable trusts and major capital projects) that are legally restricted to expenditures for specified purposes.

Transit Fund: This fund accounts for the revenue and expenses associated with the administration and maintenance of city-wide transit services in conjunction with the Sacramento Regional Transportation Authority (STA).

Stormwater Drainage Fund: This fund accounts for the revenues and expenses associated with the administration and coordination of stormwater drainage activities.

Street Maintenance: These funds account for Transportation Development Act (TDA), Gas Tax, SB1 (Road Repair and Accountability Act) and Measure Street Maintenance funds. It represents the revenues and expenses associated with the maintenance and improvement of the City's roads and street landscaping.

Code Enforcement: This fund accounts for the revenues and expenses associated with code enforcement.

Grants and Housing (CDBG, Recycling Grants, Household Hazardous Waste Grants, Housing Grants, and other miscellaneous grants): These funds account for the revenues and expenses associated with specialized grant monies received by the City which may only be spent under specific guidelines.

Police Grants: These funds account for the revenues and expenses associated with police grant monies received by the City and may only be spent under specific guidelines.

Assessment Districts: These funds account for the revenues and expenses associated with the maintenance of 13 city lighting and landscape assessment districts. Lighting and landscape districts are created to finance common area landscape maintenance and lighting. Homeowners are assessed through their property tax bill.

Development Impact Fees (Multimodal, Affordable Housing, Park Facilities and Fire): These funds account for the revenues and expenses associated with new development of infrastructure, affordable housing, and parks.

Enterprise Funds account for activities which operate as separate public enterprises. These funds receive revenues from fees charged to programs or other department users. The City has one enterprise fund, the Solid Waste Fund.

Solid Waste Fund: This fund accounts for revenues and expenses associated with garbage collection in the City. The City contracts solid waste services with Republic Services.

The following tables summarize the projected Non-General Fund revenue and expenditures requested for FY25/26 and FY26/27 by department. Non-General funds are often used to fund multi-year projects with a rolling balance as shown in the Fund Balance Projection Detail table. Most funds are projected to end with a positive balance with the exception of a few of the Assessment Districts. Due to the fact that the rates are not adjustable, those few assessment districts are subsidized by the General Fund.

Non-General Fund Revenue and Expenditures

General Services Department **Non-General Funds**	**FY24/25 Budget**	**FY25/26 Adopted**	**FY26/27 Adopted**
Revenues			
Gas Tax	2,521,494	2,495,486	2,520,441
RMRA-SB1	1,826,647	2,301,517	2,382,070
Stormwater	3,965,879	3,965,879	3,965,879
Measure A	3,359,146	3,248,404	3,336,597
Transit	372,696	350,000	350,000
Transportation Development Act	101,275	200,000	200,000
Other Grants Special Revenue	-	-	-
Development Fees Special Revenue	276,147	14,775	14,775
Assessment District Special Revenue	761,164	732,072	1,393,307
Solid Waste	1,155,094	1,319,572	1,354,657
Use of Funds	-	4,216,892	1,582,226
Total Revenues	$ 14,339,542	**$ 18,844,597**	**$ 17,099,952**
Expenditures			
Gas Tax	2,398,973	2,634,498	2,781,005
RMRA-SB1	1,800,000	2,827,000	2,400,000
Stormwater	4,455,215	4,957,832	4,122,391
Measure A Road Maintenance	3,706,627	5,454,526	4,756,010
Transit	348,326	367,436	376,032
Transportation Development Act	208,000	200,000	200,000
Other Grants Special Revenue	-	-	-
Development Fees Special Revenue	200,000	135,000	60,000
Assessment District Special Revenue	803,215	841,083	824,183
Solid Waste	1,448,370	1,427,221	1,580,332
Total Expenditures	$ 15,368,726	**$ 18,844,596**	**$ 17,099,952**

Non-General Fund Revenue and Expenditures - continued

Community Development Non-General Funds	FY24/25 Budget	FY25/26 Adopted	FY26/27 Adopted
Revenue			
Other Grants Special Revenue	249,649	100,628	93,830
Housing Grants	500,000	258,283	616,945
CDBG Entitlement	660,000	779,783	600,000
Use of Funds	-	136,872	451,918
Total Revenues	$ 1,409,649	**$ 1,275,566**	**$ 1,762,693**
Expenditures			
Other Grants Special Revenue	282,881	77,500	697,000
Housing Grants	500,000	358,283	765,693
CDBG Entitlement	660,000	839,783	300,000
Total Expenditures	$ 1,442,881	**$ 1,275,566**	**$ 1,762,693**

Police Department Non-General Funds	FY24/25 Budget	FY25/26 Adopted	FY26/27 Adopted
Revenues			
Code Enforcement	699,520	797,627	797,627
Police Special Revenue	31,000	-	-
Police Grants	192,650	274,107	279,263
SLES Funds	133,393	326,000	130,000
Use of Funds	-	437,964	477,078
Total Revenues	$ 1,056,563	**$ 1,835,698**	**$ 1,683,968**
Expenditures			
Code Enforcement	834,050	1,226,841	1,265,955
Police Special Revenue	95,729	8,750	8,750
Police Grants	158,377	274,107	279,263
SLES Funds	23,690	326,000	130,000
Total Expenditures	$ 1,111,846	**$ 1,835,698**	**$ 1,683,968**

Capital Improvement Plan

The City's 5-Year Capital Improvement Program (CIP) serves as a strategic planning tool to identify, prioritize, and schedule critical infrastructure investments across the community. Designed with both fiscal responsibility and long-term impact in mind, the CIP guides how the City allocates resources for the maintenance and enhancement of public facilities, roads, and infrastructure.

This program is shaped by continuous community feedback—including resident requests, safety concerns, and public amenities that contribute to quality of life. Each proposed project is carefully evaluated based on several criteria: its urgency and necessity, feasibility and cost-effectiveness, environmental and long-term sustainability, alignment with community priorities, and the availability of local, state, or federal funding.

The CIP is a living document, meaning it evolves over time. Just like the City's general fund budget, it is subject to change based on real-world conditions such as updated cost estimates, changes in available funding, or shifts in City and community priorities.

The current CIP includes a wide range of projects aimed at improving both the safety and functionality of our infrastructure. Some are long-term initiatives already underway—such as the Auburn Boulevard Complete Streets Project—while others are newer efforts made possible by recently secured grants and funding partnerships.

The program also distinguishes between projects that have full construction funding secured and those that are in earlier planning stages, where local funding is used to position the City for future state or federal grants. A major ongoing priority within the CIP is the Pavement Restoration Program, which reflects both Council and community interest in preserving and enhancing local streets. This effort blends General Fund support with dedicated transportation revenues to help address the growing backlog of street maintenance needs..

State law requires the City prepare a Capital Improvement Program covering a 5-year plan. The CIP does not appropriate funds but functions as a budgeting and planning tool, supporting actual appropriations that are made through adoption of the budget. The table below provides an overview of the City's current 5-Year Capital Improvement Program. The table can also be found as an exhibit to the resolution in the Council Action section of this book.

5 Year Capital Improvement Plan

PROJECT	FY 2025/2026	FY 2026/2027	FY 2027/2028	FY 2028/2029	FY 2029/2030	Totals
Advanced Traffic Management	175,000	175,000	175,000	175,000	175,000	**875,000**
Amsell Court Storm Drain Improvements	-	-	-	440,000	1,660,000	**2,100,000**
Antelope Road-I/80 Safety Improvements Project	-	200,000	300,000	-	-	**500,000**
Arcade Creek Repairs at Mel Court	260,000	-	-	-	-	**260,000**
Arcade-Cripple Creek Trail Project - Mariposa Extension	505,000	788,500	325,000	5,749,000	-	**7,367,500**
Arcade-Cripple Creek Trail Project - Sylvan to Stock Road	535,000	760,000	-	2,200,000	-	**3,495,000**
Auburn Boulevard Complete Street Revitalization	14,625,000	4,877,000	-	-	-	**19,502,000**
Blayden Court Storm Drain Improvements	-	-	-	300,000	750,000	**1,050,000**
Chula Vista Storm Drain Improvements	-	-	-	350,000	600,000	**950,000**
Creek Erosion & Bridge Scour Protection	360,000	650,000	-	-	-	**1,010,000**
Cripple Creek Repairs Project	150,000	150,000	3,400,000	3,500,000	-	**7,200,000**
Facilities Enhancements, Maintenance and Information Technology	1,025,000	415,000	125,000	-	-	**1,565,000**
Gateway Activation Project	400,000	-	-	-	-	**400,000**
Intelligent Transportation Safety Enhancements	451,750	1,373,939	-	-	-	**1,825,689**
Mariposa-Sylvan Valley Storm Drain Improvements	-	-	100,000	100,000	750,000	**950,000**
Minnesota, Anderson and Canady Infiltration Basins and Storm Drain Improvements	-	-	-	350,000	1,000,000	**1,350,000**
Multi-Modal Transportation Safety Improvements Project Implementation	105,000	105,000	105,000	105,000	105,000	**525,000**
Neighborhood Areas Drainage Master Plans	-	125,000	125,000	-	-	**250,000**
Old Auburn Complete Street Project Ph 1	2,156,000	-	12,601,000	9,350,000	-	**24,107,000**
Pavement Restoration Program	8,310,000	8,050,000	8,050,000	8,050,000	8,050,000	**40,510,000**
Roseville Road Butternut Drive Safety Improvements	389,000	1,359,730	-	-	-	**1,748,730**
San Juan Complete Streets Phase 1B	2,243,000	1,746,000	-	-	-	**3,989,000**
Sunrise Blvd Complete Streets	-	500,000	500,000	500,000	-	**1,500,000**
Wonder Street Storm Drain Improvements	-	-	-	150,000	450,000	**600,000**
	$ 31,689,750.00	**$ 21,275,169.00**	**$ 25,806,000.00**	**$ 31,319,000.00**	**$ 13,540,000.00**	**$ 123,629,919.00**

Capital Projects Funds are used to account for the financial resources to be used for the acquisition or construction of major capital facilities and infrastructure.

Measure A Construction Fund: This fund accounts for the revenues and expenses associated with street and highway construction/improvements. Various projects are approved annually through the Sacramento Transportation Authority, a regional agency with which the City has a voting seat. Funding is provided through a special augmentation of sales tax.

Federal/State Funded Projects: These funds account for the revenues and expenses associated with street and highway construction/improvements. Funding is received through federal and state grants and special state funding.

General Capital Improvements: This fund accounts for the revenues and expenses associated with construction projects or the purchase of public facilities and projects.

The CIP consists of a multitude of projects focused on improving the functionality and safety of the City's infrastructure. While many of the projects are a continuation of years of efforts, such as the Auburn Boulevard Complete Streets Project, there are various new projects that reflect the City's successful attainment of new grant funds. The CIP incorporates projects fully secured funding through construction, as well as projects funded through preliminary engineering with the expectation of leveraging local dollars in the future to secure state and/or federal funds for construction. The CIP also includes the pavement restoration program, a community and Council priority, incorporating General Fund dollars in addition to local transportation revenues to help bolster future street resurfacing efforts to address our increasing needs.

CIP Expenditures by Project Type

Project Type	**FY 2025/2026**	**FY 2026/2027**
Bridges	360,000	650,000
Complete Streets	19,024,000	7,323,000
Facilities Enhancements and Information Technology Investments	1,025,000	415,000
Pavement Restoration	8,310,000	8,050,000
Storm Water	410,000	275,000
Traffic/Pedestrian Safety	1,120,750	3,013,669
Trails	1,440,000	1,548,500
Total	$31,689,750	$21,275,169

Capital Improvement Program Funding Sources

Fund Source	2025/2026	2026/2027	Total
ATP Grants	1,140,000.00	818,500.00	1,958,500.00
Carb Reduction Program Grant	500,000.00	714,000.00	1,214,000.00
CDBG	360,000.00	-	360,000.00
Community Project Funding Grant Allocation	400,000.00	1,216,279.00	1,616,279.00
Gas Tax (205)	576,750.00	682,660.00	1,259,410.00
General Capital Funds (330)	5,025,000.00	4,415,000.00	9,440,000.00
HSIP Grant	350,000.00	1,223,730.00	1,573,730.00
Measure A Bike/Ped (311)	694,000.00	458,000.00	1,152,000.00
Measure A Capital Allocation	-	700,000.00	700,000.00
Measure A Maintenance (210)	1,150,000.00	1,250,000.00	2,400,000.00
Measure A Traffic Safety (310)	560,000.00	171,000.00	731,000.00
Placer Sacramento Gateway SCCP Grant	1,915,000.00	635,000.00	2,550,000.00
Redflex Funds	30,000.00	30,000.00	60,000.00
SACOG Grants - Various Programs	12,602,000.00	4,621,000.00	17,223,000.00
SAC RT Contributions	155,000.00	155,000.00	310,000.00
SB1 LPP Funds	527,000	-	527,000
SB1 RMRA (206)	2,300,000.00	2,400,000.00	4,700,000.00
Senate Appropriations Earmark	400,000.00	-	400,000.00
Stormwater Utility (209)	2,240,000.00	1,370,000.00	3,610,000.00
TDA Bike/Ped (212)	200,000.00	200,000.00	400,000.00
Utility Company Contributions	565,000.00	215,000.00	780,000.00
Total	**$31,689,750**	**$21,275,169**	**$52,964,919**

Adopted Positions, by Classification and Department

As the policy board, City Council approves all new allocated positions and reviews all staffing levels during the budget process. A position allocation system is the standard mechanism used by municipalities to track and monitor staffing levels and approvals. An "Authorized Positions Summary" is included in this section.

Staffing Philosophy

The City has a history of retaining a mix of contract and employee staff in order to ensure a cost effective and flexible service delivery system. The City is committed to continual analysis of contract versus employee staffing determinations. City employees create the oversight and administrative guidance necessary for contractual staff.

In FY25/26 and FY26/27, the City has an authorized staffing level of 215 regular Full-Time Equivalent (FTE) positions.

Adopted Positions by Department

Department	FY 2024-25 Amended	Additions	Deletions	FY 2025-26 Proposed
City Manager's Office	5.00	0.00	0.00	5.00
Administrative Services	17.00	0.00	0.00	17.00
Community Development	13.00	0.00	0.00	13.00
General Services	26.75	4.25	0.00	31.00
Economic Development and Community Engagement	3.00	0.00	0.00	3.00
Police Department	146.00	0.00	0.00	146.00
TOTAL	**210.25**	**4.25**	**0.00**	**215.00**

Adopted Positions by Department Detail

Department / Position	FY24/25 Authorized/ Amended FTE	Change FTE	FY 25-27 Authorized FTE
ADMINISTRATIVE SERVICES DEPARTMENT			
Administrative Services Director	1.00		1.00
Human Resources Manager	1.00		1.00
Senior Management Analyst	1.00		1.00
Senior Payroll Technician	1.00		1.00
Management Analyst I/II	1.00		1.00
Human Resources Technician	2.00		2.00
Finance Manager	1.00		1.00
Senior Accountant	1.00		1.00
Customer Service Representative	1.00		1.00
Accountant	1.00		1.00
Accounting Technician	2.00		2.00
Information Technology Manager	1.00		1.00
Senior Database and Applications Analyst	1.00		1.00
Information Technology Analyst I/II	2.00		2.00
TOTAL	**17.00**	**-**	**17.00**

Department / Position	FY24/25 Authorized/ Amended FTE	Change FTE	FY 25-27 Authorized FTE
CITY MANAGER'S OFFICE			
City Manager	1.00		1.00
Executive Assistant	1.00		1.00
Customer Service Representative	1.00		1.00
City Clerk	1.00		1.00
Administrative Assistant	1.00		1.00
TOTAL	**5.00**	**-**	**5.00**

Department / Position	FY24/25 Authorized/ Amended FTE	Change FTE	FY 25-27 Authorized FTE
ECONOMIC DEVELOPMENT & COMMUNITY ENGAGEMENT			
Economic Development and Communications Director	1.00		1.00
Management Analyst I/II	1.00		1.00
Communications Officer	1.00		1.00
TOTAL	**3.00**	**-**	**3.00**

Adopted Positions by Department Detail – continued

Department / Position	FY24/25 Authorized/ Amended FTE	Change FTE	FY 25-27 Authorized FTE
COMMUNITY DEVELOPMENT DEPARTMENT			
Community Development Director	1.00		1.00
Chief Building Official	1.00		1.00
Senior Building Inspector	1.00		1.00
Building Inspector I/II	2.00		2.00
Development Services Technician I/II	2.00		2.00
Plans Examiner	1.00		1.00
Senior Planner	1.00		1.00
Administrative Assistant	1.00		1.00
Associate Planner	1.00		1.00
Housing & Human Services Program Coordinator	1.00		1.00
Customer Service Representative	1.00		1.00
TOTAL	**13.00**	**-**	**13.00**

Department / Position	FY24/25 Authorized/ Amended FTE	Change FTE	FY 25-27 Authorized FTE
GENERAL SERVICES DEPARTMENT			
General Services Director	1.00		1.00
Administrative Technician	1.00		1.00
Operations Manager	1.00		1.00
Program Assistant	1.00		1.00
City Engineer	1.00		1.00
Principal Civil Engineer	2.00		2.00
Senior Civil Engineer	2.00		2.00
Associate Engineer	1.00		1.00
Engineering Technician I/II	1.00		1.00
Construction/Maintenance Inspector Supervisor	1.00		1.00
Construction/Maintenance Inspector I/II	2.00	1.00	3.00
Traffic Light Technician	-	1.00	1.00
Facilities and Fleet Supervisor	1.00		1.00
Event & Community Ctr Supervisor	1.00		1.00
Associate Civil Engineer	1.00		1.00
Senior Maintenance Worker	1.00		1.00
Maintenance Worker I/II	1.00	2.00	3.00
Custodian	2.75	0.25	3.00
Administrative Assistant	2.00		2.00
Fleet Technician	1.00		1.00
Event and Community Center Technician	2.00		2.00
TOTAL	**26.75**	**4.25**	**31.00**

Adopted Positions by Department Detail – continued

Department / Position	FY24/25 Authorized/ Amended FTE	Change FTE	FY 25-27 Authorized FTE
POLICE DEPARTMENT			
Chief of Police	1.00		1.00
Administrative Technician	2.00		2.00
Adminsitrative Assistant	1.00		1.00
Senior Animal Services Officer	1.00		1.00
Animal Services Officer I/II	2.00		2.00
Senior Code Enforcement Officer I/II	1.00		1.00
Code Enforcement Officer I/II	4.00		4.00
Senior Community Services Officer	1.00		1.00
Community Services Officer I/II	6.00		6.00
Crime Analyst	1.00		1.00
Senior Crime Scene/Property Evidence Specialist	1.00		1.00
Crime Scene/Property Evidence Specialist I/II	2.00		2.00
Senior Management Analyst	1.00		1.00
Police Commander	2.00		2.00
Police Communications Supervisor	2.00		2.00
Police Dispatcher I/II	17.00		17.00
Police Lieutenant	6.00		6.00
Police Officer	70.00	(1.00)	69.00
Senior Police Records Technician	1.00		1.00
Police Records Techincian	5.00		5.00
Police Sergeant	11.00	1.00	12.00
Police Services Manager	2.00		2.00
Program Assistant	4.00		4.00
Police Services Supervisor	2.00		2.00
TOTAL	146.00	-	146.00

Authorized Positions	**FY24/25**		**FY 2025-2027**
Authorized FTE	210.75	4.25	215
At-Will, Non-benefited Positions	as needed	as needed	as needed

Department Overview

Administrative Services Department

The Administrative Services Department serves as an internal customer service provider of integrated services including Human Resources, and Information Technology and Finance.

Human Resources (HR) & Risk Management Division advances the City's mission, vision, and core values by shaping and implementing policies that foster a safe, equitable, and supportive environment for both employees and the community. HR administers the City's health benefits, leave, and compensation programs, ensures compliance with federal and state employment laws, and supports City departments and the public with employment and volunteer opportunities. The division manages recruitment, onboarding, engagement, and retention for a diverse and talented workforce of 215 regular employees and 23 temporary/seasonal staff dedicated to delivering exceptional services.

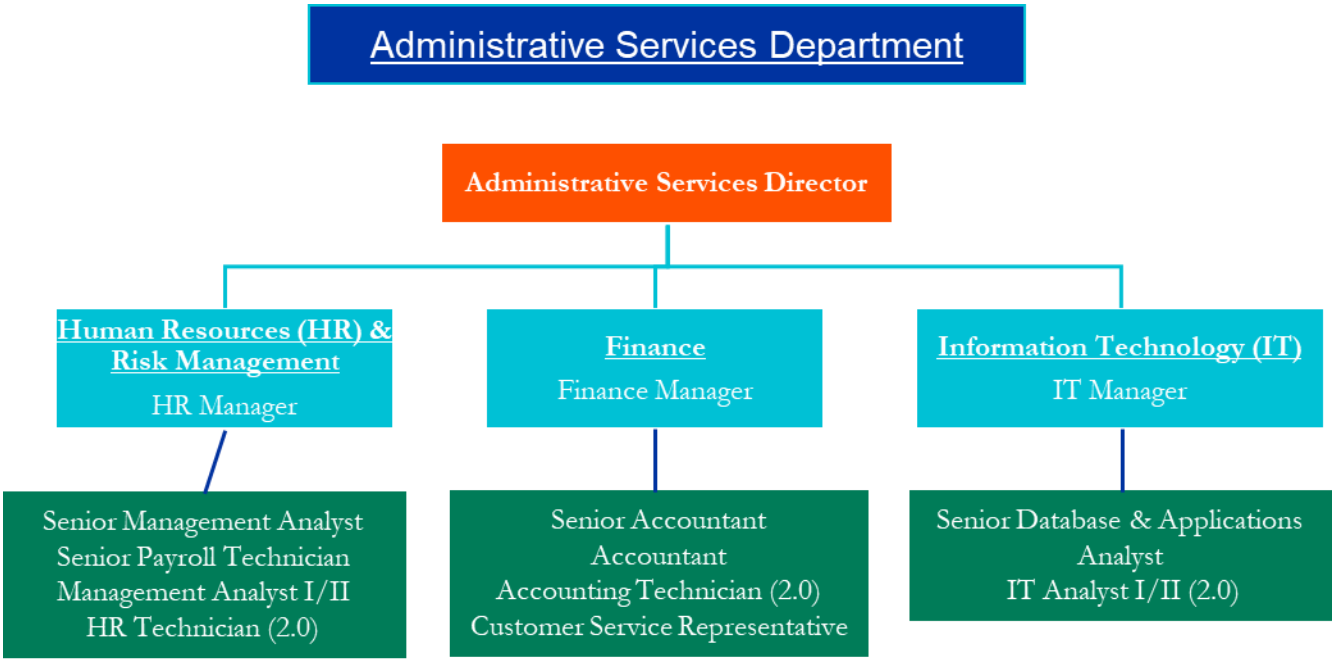
Risk Management oversees workplace safety training, coordinates care and recovery for employees with work-related injuries, and manages liability and property claims. The division also handles insurance for special events and ensures contractual risk transfer in City agreements—safeguarding City assets from loss, theft, and misuse.

Information Technology Division delivers innovative, reliable, and secure technology solutions that support City operations and serve the community. Responsibilities include maintaining the City's network and infrastructure, planning for future technology needs, and procuring equipment and software. IT collaborates with departments to develop tailored technology solutions, provides technical training to maximize efficiency, and places strong emphasis on cybersecurity through education and regular training.

Finance Division provides essential financial services to City departments and other agencies, delivering accurate information to support informed decision-making. Core functions include budget development, revenue and expenditure forecasting, and maintenance of the City's financial forecasting model. The division also oversees financial reporting, auditing, investment and cash management, debt administration, accounts payable, revenue collection, payroll, and grant accounting—ensuring the City's fiscal integrity and long-term stability.

Administrative Services Department Budget

Department	FY 2024-25 Amended Budget	FY2025-26 Adopted	FY25-26 to FY24-25 Variance	FY2026-27 Adopted	FY26-27 to FY25-26 Variance
Human Resources	816,888	897,240	80,352	920,012	22,772
Information Services	1,789,038	2,125,402	336,363	2,164,721	39,319
Risk Management	3,060,590	2,940,792	(119,799)	3,177,725	236,934
Finance	977,317	1,009,007	31,689	1,038,690	29,683
Non Departmental	3,195,250	3,470,739	275,489	3,402,000	(68,739)
Administrative Services	9,839,084	10,443,180	604,095	10,703,148	259,969


Administrative Services Department
Administrative Services Director
Human Resources (HR) & Risk Management
HR Manager
Finance
Finance Manager
Information Technology (IT)
IT Manager
Senior Management Analyst
Senior Payroll Technician
Management Analyst I/II
HR Technician (2.0)
Senior Accountant
Accountant
Accounting Technician (2.0)
Customer Service Representative
Senior Database & Applications Analyst
IT Analyst I/II (2.0)

Human Resources and Risk Management Division

Overview of Services

In support of the City's mission, vision, and values, it is Human Resources' mission to support leadership in meeting its goals through the most valuable resource, its workforce. In addition, to create and maintain a foundation which enables the City to promote the development, involvement, engagement, and retention of employees to ensure total customer satisfaction. Moreover, to provide professional leadership in the administration and execution of personnel policies and objectives formulated by City Council. In so, will offer the opportunity to provide and maintain an excellent quality of life for all residents.

Employment Services and Benefits
The team is responsible for recruitment, selection, pre-employment and onboarding process for regular and temporary employees, and retaining talented and qualified employees to help departments serve their customers. It is also the division's responsibility to plan, develop, oversee and implement the City's classification and compensation plans. The division is also responsible for monitoring and implementing Federal and State laws that apply to the City's workforce and to develop and implement appropriate policies and procedures.

Labor Relations/Performance Management/Employee Development
The team promotes organizational advancement and support through effective employee/labor relations activities pertaining to two recognized employee bargaining units and one unrepresented employee group, employee performance evaluations; coordinates, develops and conducts employee training; administers and tracks online instructions.

Risk Management
The team seeks to foster a safe and ergonomically sound workplace environment and minimize injuries to employees resulting in workers' compensation costs and lost time. Employee injuries are closely monitored with the goal of ensuring that the employees receive sound medical treatment that returns them to work in a healthy and prompt manner. Through a proactive employer relations program, the City seeks to ensure that employees are adequately trained on workplace policies and procedures, the appropriate means for reporting an incident, and the consequences of violation. The goal is to maintain an environment that is free of workplace wrongdoing. The division is also charged with establishing and monitoring contract procedures and insurance requirements to ensure that the City's interests are protected while retaining the ability to conduct business in a prompt and reasonable manner.

Accomplishments FY 23/24 & FY 24/25

Human Resources

- FY23/24 facilitated 41 recruitments resulting in approximately 51 new employees to full-time, part-time, and temporary positions
- FY24/25 facilitated 22 recruitments resulting in approximately 40 new employees appointed to full-time, part-time, and temporary positions
- Reduction of vacancies by approximately 50%
- Conducted an agency-wide Total Compensation Classification Study
- Revamped Employee Experience to build culture and improve retention (strengths training,

Language of Appreciate Training, Management Team training sessions, Public Service Recognition week)
- Implemented Team Focus Day
- Hosted Quarterly training opportunities for all staff
- Implemented a new Employee Assistance Program that includes first responder services
- Built out the new Tyler ERP HR/Payroll system
- Adopted labor contracts for the Police Officers Association and the Police Employees Association
- Created and implemented the Workplace Violence Prevention Program

Risk Management

- Continued to monitor employee injuries in order to facilitate returning to work as soon as possible in a healthy and efficient manner
- Provided training for all staff including:
  - Workplace Violence Prevention
  - Cyber Security
  - Heat Illness and Prevention
  - Harassment and Prevention
  - Ethics for Managers
  - Supervisor/Manager trainings
  - Bloodborne Pathogen
- Implemented security measures to prevent fraudulent activities
- Managed open workers' compensation claims and open liability claims working with the City Clerk, third-party administrators, and legal counsel
- Monitored ongoing Wellness Program to help reduce sworn personnel work-related injuries
- Worked in conjunction with the Police Department to revamp the sworn peer support/wellness program, and incorporated Sky Resilience Training
- Monitored legislative actions with impacts to labor, risk management, and benefits
- Provided ergonomic tips and ergonomic assessments
- Implemented an electronic Safety Data Sheet Management software program.

<u>Key Initiatives and Budget Highlights</u>

Employee Benefit Evaluation
Focus on expanding and formalizing the City wide wellness program, including the formation of a well-being committee. Complete modifications and improvements to the employee wellness room.

Employee Recognition Program
Review ways to increase retention and growth for City employees. Develop a program for departments to promote recognition of great work to further build a culture of appreciation and succession planning that ultimately will result in better service to the community.

Policy Review
Review and update citywide HR policies to current legal and "best practices" standards. Review and update Personnel Rules.

Labor Relations
The City has two employee-represented groups: Police Officers Association and Police Employees Association, both contracts will expire in June 2026. The City will be negotiating new contracts with both associations. Human Resources strives to have good communications and relationships with both associations.

Workers' Compensation
Create an internal employee intranet page dedicated to workers' compensation to allow ease of access to information and care.

Risk Management
Replace existing Fire Prevention Program with an Emergency Action & Fire Prevention Plan (EAFPP) to comply with California Code of Regulations. The EAFPP helps minimize risk, enhance preparedness and maintain business continuity. Create and implement a Front-Desk Training guide.

Information Technology Division

Overview of Services

The mission of the Information Technology Division is to improve customer service and operational efficiency through the strategic use of technology. The division is responsible for identifying emerging technologies and determining how they can be integrated into the City's existing systems to support and streamline operations. IT also supports the research, selection, and deployment of business hardware and software that enhances staff productivity and improves the delivery of services to the public. Information Technology is comprised of the three service areas listed below:

Client Services
Client Services is responsible for the installation, maintenance, support, and replacement of all desktop hardware, software, and related peripherals used throughout the City. They are the first point of contact for staff experiencing technical issues and play a key role in diagnosing and resolving problems quickly and effectively. In addition to day-to-day troubleshooting, Client Services also manages the setup of new equipment, coordinates software deployments and updates, and ensures that all end-user devices are functioning properly and securely.

Enterprise & Data Services
Enterprise Services is responsible for maintaining, installing, and supporting the City's enterprise applications, such as Tyler ERP, CityWorks, and RIMS. The team also handles custom application development to improve and extend City systems, manages and maintains the City's Geographic Information System (GIS), and supports a wide range of complex data and reporting requests from City staff.

Technology Services
Technology Services is responsible for managing, maintaining, and supporting the City's back-end infrastructure. This includes network systems such as switches, Wi-Fi, fiber, firewalls, VPNs, and Internet access. It also covers the City's phone system and related components, physical and virtual server infrastructure, system security and compliance with state and federal requirements, and alignment with industry best practices. In addition, Technology Services handles system backups and disaster recovery to ensure continuity of City operations.

Accomplishments FY23/24 & FY24/25

- Office 365 Roll Out
- Tyler ERP Finance & HR Implementation
- iRIMS 6 & Multi-Factor Authentication Implementation
- Police Mobility Access Upgrade
- Live 911 Implementation
- Animal Control Chameleon Software Migration
- Police MDC Replacements
- Citywide Computer Replacements
- Windows 11 Roll Out
- Server & Storage Replacements

Key Initiatives and Budget Highlights

Network Infrastructure Replacements
Replace over 30+ aging switches to improve the City's network backbone and provide redundancy.

Firewall Replacements
Replace the City's existing firewalls to provide additional cybersecurity enhancements and to adhere to DOJ requirements for CJIS communications.

Tyler Permitting & Licensing Implementation
Continue implementation of Tyler ERP modules for Code Enforcement, Building Permits, Business Licenses, Planning and Encroachment Permits.

Body Cameras & Digital Evidence Upgrade
Work with the Police Department to upgrade their existing body cameras and replace the City's existing digital evidence system.

Wireless Infrastructure Replacements
Replace and enhance the City wireless network capabilities.

Police Server Infrastructure Implementation
Implement a separate virtual server infrastructure for Police to adhere to DOJ requirements for CJIS communications.

City Geographical Information System (GIS) Enhancements
Roll out additional ESRI ArcGIS Enterprise 11 features to City staff, such as Story Maps, GIS Web Apps, etc.

Microsoft 365 and AI Enhancements
Renew Microsoft 365 Enterprise Agreement and implementation of generative artificial intelligence.

Finance Division

Overview of Services

The Finance Division provides internal support to other City Departments and external support to other government agencies by providing financial information to facilitate the decision-making process. The Finance Division also provides financial analysis and forecasting through the use of the City's Ten-Year Financial Model and administers over 50 funds in accordance with Generally Accepted Accounting Principles (GAAP).

Budget
The team is responsible for the preparation, development, and publication of the adopted Biennial budget as well as Quarterly Financial Reports. The team also assists with budget amendments and works with all City departments to ensure that actual spending does not exceed City Council-approved budget appropriations.

Accounting
The team is responsible for developing, implementing, and maintaining effective financial accounting systems and controls. The division provides management control over the City's financial activity, ensuring the ability to present a stable financial position for the City. Finance is responsible for managing the revenue operations of the City and monitoring the City's debt and investment portfolio.

The division is responsible for timely payments to vendors and for all federal and state accounts payable-related reporting requirements. The division is also responsible for the City's billed receivables, including the collection of city-wide delinquent accounts. In addition, this division is responsible for grants, special assessments, capital assets, and financial reporting.

Audit
The Finance Division is responsible for the timely completion of the City's annual financial audit, audits of special revenues, and other required audits. Finance is also responsible for the development, publication, and distribution of the City's Annual Comprehensive Financial Report, Popular Annual Financial Report, and other reports as required by federal, state, and local regulations.

Accomplishments FY23/24 & FY24/25

- Recognized by the Governmental Finance Officers Association (GFOA) with the Certificate of Achievement for Excellence in Financial Reporting award for FY2022/23 Annual Comprehensive Financial Report (ACFR) for each report which marks the twenty-fourth consecutive year to receive this award
- Prepared the ACFR fro FY2023/24 and submitted to the GFOA for award consideration
- Recognized by GFOA with the Certificate of Achievement for Excellence in Popular Annual Finance Report (PAFR) for FY2022/23 which marks the third consecutive year to receive this award
- Prepared the PAFR for FY2023/24 and submitted to the GFOA for award consideration
- Developed a Budget in Brief report for FY2024/25
- Prepared and adopted a balanced biennial budget for FY2025/26 and FY2026/27
- Maintained and routinely reported on the first and second tranche of American Rescue Plan

Act (ARPA) funds in accordance with US Treasury Guidelines
- Worked with Departments to update and maintain City-wide Master Fee Schedule
- Presented mid-year and mid-cycle budget updates along with a 10-year financial model review to Council
- Successfully completed financial audits with no findings/unmodified "clean" opinion
- Diversified the City's investment portfolio with the City's Investment Advisor and by establishing an account with the California Asset Management Program (CAMP)
- Updated the City Council-adopted Investment Policy to current legal standards and best practices
- Completed the implementation of the Tyler Enterprise ERP Finance Module
- Implemented accounting standard related to Information Technology Arrangements

Key Initiatives and Budget Highlights

Budget
Utilize the City's electronic financial system to closely monitor FY25/26 & FY26/27 budgets and present mid-year, mid-cycle budget reviews and 10-year forecast model updates to City Council.

Major Projects
Requests for Proposals (RFP's) will be issued for banking services, audit services, and actuarial services for pension and other post-employment benefits.

Financial Reporting
Maintain American Rescue Plan Act (ARPA) funds in accordance with US Treasury guidelines and obtain unmodified audit opinion on Annual Comprehensive Financial Report and Single Audit Report.

City Manager's Office

The City Manager's Office implements the policy direction of the Council and provides professional expertise in the management of a municipal corporation with a budget in excess of $99 million and a workforce in excess of 215 staff. Serving as the Chief Executive Officer, the City Manager coordinates and facilitates the activities of the five City departments that provide direct services to the community. The department is also responsible for completing management studies, operational analyses, and special projects. In addition to managing citywide activities, the City Manager provides assistance to the City Council. For budget purposes, the City Manager is segmented into the following divisions:

City Manager develops, advises on policies, programs, legislative issues, and various City business matters, and reports to the Council. The office consists of the City Manager, City Clerk, Administrative Assistant, and a Customer Service Representative. The City Manager supervises executive staff and mentors pivotal managers from each department. In addition, the City Manager supports the City Council and ad hoc committees, oversees the City's Capital Improvement Program (CIP), and leads the City's legislative advocacy program. The City Manager supervises multi-jurisdictional collaboration efforts between the City, special districts, the San Juan Unified School District, and Annual Strategic Planning Retreats (action plan serving as a planning guide for primary Council directed initiatives for all departments).

City Clerk's Office responsibilities include records management, legislative administration, public notices, elections management, codification of city ordinances, receipt of claims, and the administration of the City's Conflict of Interest Code. The City Clerk is the City's Election Official, Records Manager, and the Filing Officer/Official for Statements of Economic Interest. As part of the legislative process, the City Clerk's Office prepares the Council agendas, minutes, and public hearing notices; maintains records of Council business and actions; and provides comprehensive information to the community and the internal organization. The City Clerk also supports the Risk Management Division by assisting with the management of general liability claims and contract administration for the City.

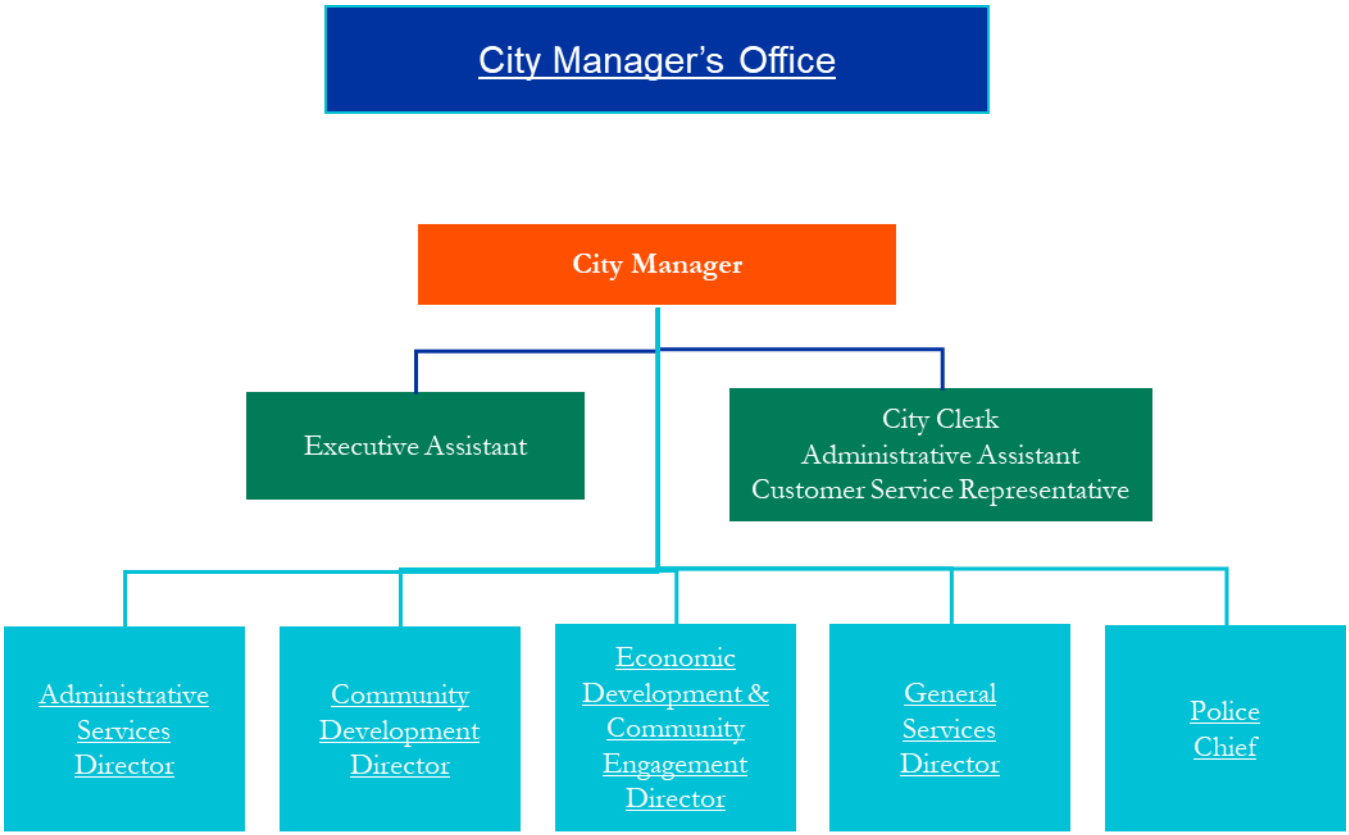
City Manager's Office Budget

CITY OF CITRUS HEIGHTS

Fiscal Year 2025-26 & Fiscal Year 2026-27 Proposed General Fund Expenditures By Department

Adopted June 11, 2025

Department	FY 2024-25 Amended Budget	FY2025-26 Adopted	FY25-26 to FY24-25 Variance	FY2026-27 Adopted	FY26-27 to FY25-26 Variance
City Council	218,778	323,509	104,731	325,529	2,020
City Manager	536,648	581,120	44,472	585,790	4,670
City Attorney	391,700	340,000	(51,700)	340,000	-
City Clerk	283,868	280,884	(2,984)	272,885	(7,999)
Elections	57,100	-	(57,100)	76,200	76,200
City Manager's Office	1,488,094	1,525,513	37,419	1,600,404	74,891


City Manager's Office
City Manager
Executive Assistant
City Clerk
Administrative Assistant
Customer Service Representative
Administrative Services Director
Community Development Director
Economic Development & Community Engagement Director
General Services Director
Police Chief

City Manager

Overview of Services

As the organization's Chief Executive Officer, the City Manager drives strategic direction for the organization consistent with City Council priorities and oversees all aspects of the City's functions, including operations, finances and staff.

The City Manager's Office is responsible for planning, supervising, and coordinating the City's budget, policies, information technology, and general operations. The City Manager supervises executive staff and key managers from each department, including Economic Development and Community Engagement; Administrative Services; General Services; Community Development; and Police. In addition, the City Manager's Office supports the City Council and ad hoc committees; oversees the City's Capital Improvement Program (CIP); leads the City's legislative advocacy program; and coordinates regional collaboration. The department is also responsible for completing management studies, operational analyses, and special projects.

The City Manager implements policies and programs approved by Council, keeps Council informed of the City's financial condition and other economic trends and issues, and regularly advises and makes recommendations on programs, projects and policy decisions. The City Manager continues the City's tradition of fiscal prudence, defends local control, promotes public safety, and fosters the legacy of quality customer service.

Accomplishments FY23/24 & FY24/25

- Led strategic planning efforts focused on continuous advancement of Council and community priorities
- Guided creation of community centered, fiscally prudent budget resulting in unanimous approval by City Council
- Led organizational excellence by fostering a culture of service, accountability, and innovation; brought department leaders together as a cohesive team, strengthening collaboration across functions, aligning resources with Council priorities, and delivering community-focused results
- Regularly represented the City through speaking engagements with community groups, neighborhood associations, and regional partners, enhancing transparency, strengthening civic trust, and deepening connections between City Hall and the community
- Sourced a location and facilitated a relationship for the Citrus Heights Veterans Memorial project established to build a permanent West Coast memorial that honors veterans, strengthens civic identity, and creates a lasting place of reflection
- In collaboration with Police Chief, reestablished Problem Oriented Policing Unit to focus on quality-of-life crimes that impact community pride
- Acquired Old Auburn Road property to provide flexibility for possible future animal services operations and address rapidly escalating contract service costs
- Directed strategy and engagement for the Sunrise Mall redevelopment initiative, fostering collaboration with property owners, businesses, and residents while upholding standards of care through consistent code enforcement and other legal mechanisms
- Received Helen Putnam Award for Beautification Crew Program and Citrus Heights Cares Campaign

- Improved community sentiment around how blight is managed in Citrus Heights from unfavorable to favorable in just two years

Key Initiatives and Budget Highlights

Continue forward progress through effective and measurable Strategic Planning
Advance strategic planning objectives to meet established City Council goals and community priorities.

Foster a culture of continuous improvement and results orientation
Place emphasis on metrics, regular reporting, and outcomes in all policy and project implementation.

Communicate consistently with the Community
Continue regular communications on city and local media channels to affirm transparent, open, and equitable access to City information and leadership.

Ensure competitive retention and recruitment practices
Negotiate the Police Officer Association and Police Employee Association labor agreements and complete a citywide compensation study, which was last completed in 2023.

Operational efficiencies and enhanced service delivery
To reduce sheltering costs and in response to the City's recent purchase of the Old Auburn Road properties, begin Phase 1 by commencing with architectural engineering services to allow for tenant improvement renovations of the westerly building to support relocation of animal services staff and provide for temporary housing of animals recovered in Citrus Heights.

Sunrise Tomorrow advancements
Continue City-led actions to advance the implementation of the Sunrise Tomorrow Specific Plan. Efforts include but are not limited to; infrastructure investments, policy incentives, funding mechanisms, legal considerations, and proactive stakeholder engagement strategies to catalyze development, address potential challenges, and ensure the plan's long-term success.

City Clerk

Overview of Services

As the manager of the Council's business records and actions, the City Clerk is uniquely positioned to provide comprehensive information to the community and the internal organization. The City Clerk is also responsible for overseeing the Council's business records.

The City Clerk manages the agenda process and public notification requirements for the City Council's business meetings, prepares and provides public access to the Council meeting minutes and agendas. The City Clerk also prepares legislation, proclamations, notices, other official documents, and coordinates recruitment and membership on city commissions and task forces. The City Clerk also manages the election process for Council and coordinates activities and requirements with the county election staff, including notifying candidates, City staff, and other officials of financial and campaign disclosure statement filing requirements. The City Clerk oversees the records management system for the City and develops and implements a citywide records retention schedule.

The City Clerk is the City's Election Official, Records Manager, Filing Officer, and Official for Statements of Economic Interest. City Clerk responsibilities include records management, legislative administration, public notices, codification of city ordinances, claims management, and legislative duties. The legislative responsibilities involve council agenda, minutes, and business and action preparation. Additionally, the City Clerk prepares Public Hearing Notices and provides comprehensive information to the community and internal staff. The City Clerk supports the Risk Management Division by assisting with general liability claims and contract administration.

Accomplishments FY23/24 & FY24/25

Increasing Transparency and Efficiency

- Served as the filing official for all Fair Political Practice filings
- Updated the City's Records Retention Schedules
- Administered the November 2024 General Municipal Election
- Presented and implemented updates to the City Council Procedures Manual
- Updated City Council meeting schedule to provide greater attendance opportunities for the public
- Oversaw the facilitation of the Citrus Heights Education Committee meetings and presentation of their report to City Council
- Successfully recruited applications for the City's Board and Commission
- Presented options to partner with the San Juan Unified School District to develop Youth in Government Programming

Key Initiatives and Budget Highlights

Document Management
Provide training for Electronic Document Management System for City personnel and continue to work to complete back scanning of all closed/permanent City contracts and service agreements.

State Filings and Elections
Serve as the filing official for all Fair Political Practice filings and administer the November 2026

General Municipal Election.

Legislative Responsibility
Oversee the recruitment process for new board and commission members.

Records Management
Continue to oversee and maintain the Records Retention Program, the City's Municipal Code, and the City Council Procedures Manual.

Youth in Government
In partnership with the San Juan Unified School District implement a Youth in Government program for school year 2025-2026.

General Services Department

The General Services Department (Public Works) serves the general public as well as internal customers through the divisions of Community Services, Engineering, Facilities and Fleet, and Operations and Maintenance.

Community Services Division provides administrative support for the overall operations of the General Services Department, and is charged with outward customer service to the community, including implementation and management of the SeeClickFix system to submit requests for service. This division oversees and implements citywide residential refuse services (solid waste, recycling and organics), and ensures compliance with state-imposed regulations around these programs. Community Services is also responsible for public transportation servicing the community of Citrus Heights, and actively administers the Smart Ride program for Citrus Heights through partnership with Sacramento Regional Transit (SacRT). Additionally, this division supports the department's encroachment permit and development project programs, ensuring safe work operations in the public right of way and maximizing cost recovery for staff inspections and project oversite.

Engineering Division plans, designs and delivers capital improvement projects, provides development project review, and helps to ensure the City's public infrastructure supports all modes of transportation, including Americans with Disabilities Act (ADA) compliance. This division oversees traffic operations, including traffic engineering, signal operations, and modifications and enhancements to the City's traffic management system. Engineering is also responsible for the citywide stormwater management program, including projects, stormwater compliance, and floodplain management. Engineering also administers various state and federal grants to support advancements of the City's transportation network.

Events & Community Center Division manages the operations of the recently rebranded Citrus Heights Event Center, as well as the Sylvan Community Center, including scheduling and staffing to support private events, as well as marketing and promoting Event Center space for rental use. Additionally, this division oversees the scheduling, coordination and implementation of various City hosted events, such as the Stars & Stripes Celebration, the Tree Lighting Ceremony and the new Citrus Nights Concert event.

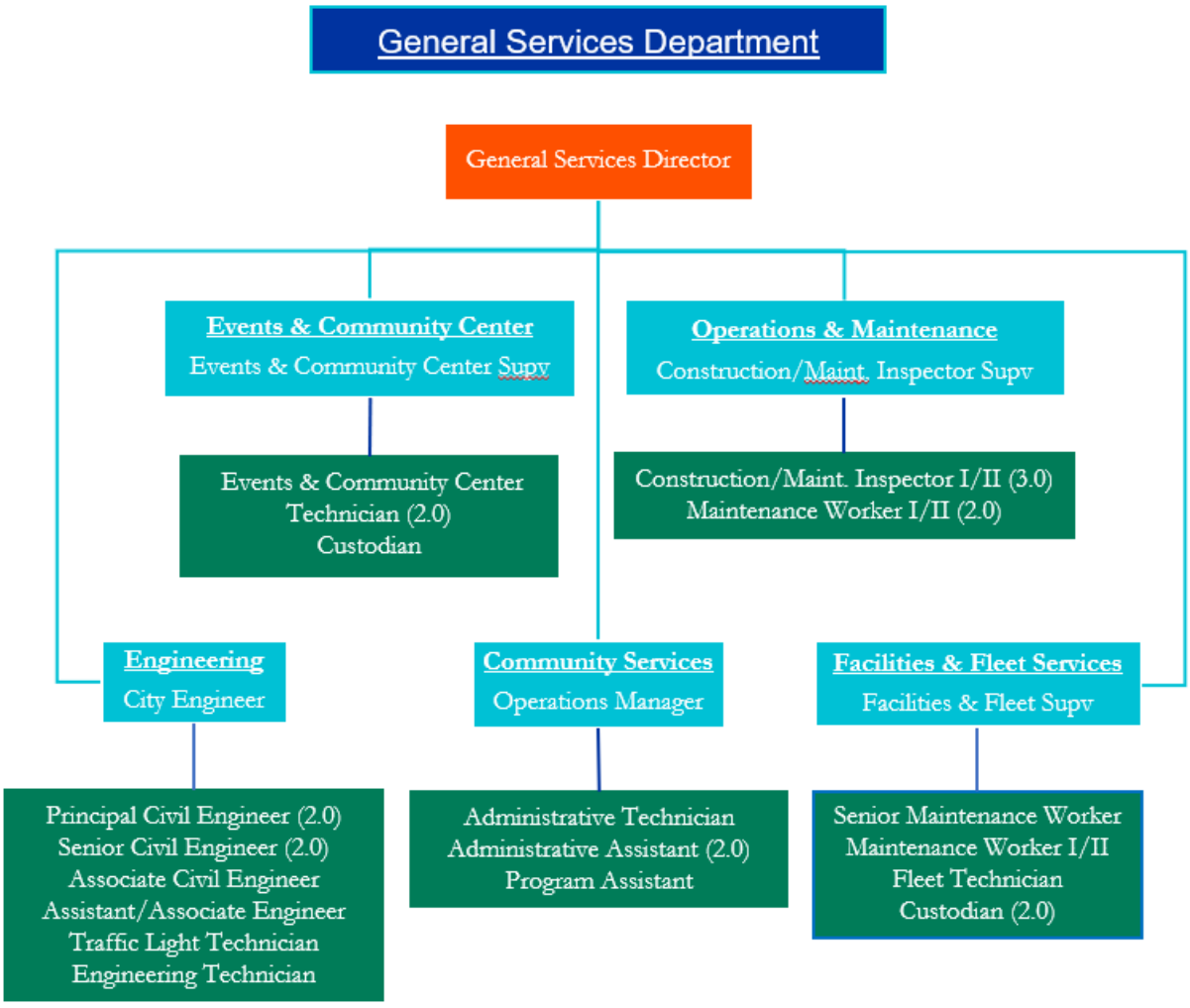
Facilities and Fleet Division is responsible for the maintenance and improvement of all city-owned buildings and campuses, which include City Hall and adjacent Utility Building, the Citrus Heights Event Center, the Sylvan Community Center, the Police Department, the Sayonara Center, and recently acquired Old Auburn Road properties. This division also supports staff housed in city buildings, such as office moves, cubicle reconfigurations, renovations and furniture procurements., Facilities and Fleet are also responsible for the procurement and maintenance of all city-owned fleet to support various internal departments, including the Citrus Heights Police Department fleet and equipment.

Operations and Maintenance Division is charged with the management and maintenance of a variety of areas of transportation infrastructure, including routine pavement maintenance, sidewalk repairs, trail maintenance, and striping signage maintenance. This division also oversees citywide landscaping, including servicing 12 landscape assessments, general landscaping along our various corridors, and the citywide tree canopy. Operations and Maintenance also maintains the City's creek and channel system, and citywide storm drain system to ensure efficiency as well as

reduce the risk of flood during inclement weather months. Operations and Maintenance also manages the Beautification Team, which provides enhanced services to the community to help address general blight in the public right of way, supporting the goals of the Council and community to improve the quality of life for our residents and businesses

General Services Department Budget

Department	FY 2024-25 Amended Budget	FY2025-26 Adopted	FY25-26 to FY24-25 Variance	FY2026-27 Adopted	FY26-27 to FY25-26 Variance
Community Events	411,403	420,091	8,687	435,690	15,599
Event Center Operations	732,807	629,662	(103,145)	646,350	16,689
Sylvan Community Center	20,580	23,500	2,920	23,500	-
Sayonara Community Center	17,530	16,250	(1,280)	16,850	600
Engineering	782,745	829,004	46,259	849,555	20,551
Facility Management	876,711	828,342	(48,369)	853,301	24,959
Fleet Management	885,900	1,023,881	137,981	1,035,327	11,446
General Services	3,727,676	3,770,729	43,053	3,860,574	89,844


General Services Department
General Services Director
Events & Community Center
Events & Community Center Supv
Events & Community Center Technician (2.0)
Custodian
Operations & Maintenance
Construction/Maint. Inspector Supv
Construction/Maint. Inspector I/II (3.0)
Maintenance Worker I/II (2.0)
Engineering
City Engineer
Principal Civil Engineer (2.0)
Senior Civil Engineer (2.0)
Associate Civil Engineer
Assistant/Associate Engineer
Traffic Light Technician
Engineering Technician
Community Services
Operations Manager
Administrative Technician
Administrative Assistant (2.0)
Program Assistant
Facilities & Fleet Services
Facilities & Fleet Supv
Senior Maintenance Worker
Maintenance Worker I/II
Fleet Technician
Custodian (2.0)

Community Services Division

Overview of Services

The focus of the Community Services Division is to provide support to the department to best service the community. This division oversees various contract services.

Customer Service
This area of focus is the cornerstone of the department, providing service request intake, documentation, records management, work order processing, asset management, and development and implementation of the new SeeClickFix program. Additionally, staff in the division perform intake of all transportation and encroachment permits, and provide routine support and accounting on all development projects reviewed by the Engineering division.

Solid Waste, Recycling and Organics
These services are provided under contract for residential services. Division staff are also charged with ensuring commercial businesses are in compliance with state regulations related to organics and diversion programs. Staff continue to educate the public on organics requirements, ensuring citywide compliance, and actively seek out grant funding to help further support these efforts.

Public Transportation
This area of service focuses on the partnership with Sacramento Regional Transit (SacRT) to provide public transportation through various scheduled routes as well the widely used Smart Ride service. This partnership also includes consideration for capital support on various city-sponsored transportation projects that implement enhancements to help promote transit use.

Street Sweeping Services
This service, provides through contract services, is managed and coordinated through the Community Services division in a strategic effort to align with the City's unique residential bulky pickup services, and to ensure compliance with the City's National Pollutant Discharge Elimination System permit.

Accomplishments FY23/24 & 24/25

- Implemented SB1383 Procurement across all City Departments
- Launched online dashboard tool for real time reporting of Beautification-focused requests for service
- Performed intake on over 16,230 service requests, and over 4,350 work orders
- Supported delivery of various capital improvement and operation programs and projects
- Processed over 1,600 encroachment permits
- Organized and held annual Public Works Showcase/Tools of the Trade Events in 2024 and 2025 to highlight the contributions and career opportunities in the Public Works industry.

Key Initiatives and Budget Highlights

Solid Waste Services
Continue education and outreach efforts related to SB 1383 Mandatory Organic Recycling for residential and commercial customers and leverage regional collaboration to ensure City compliance

with Edible Food Recovery requirements under SB 1383, such as developing and implementing a program to provide residents with access to free compost provided by Republic Services to further support the City's efforts in achieving compliance with SB 1383. Additionally, with the City's Residential Franchise Agreement for Solid Waste Services set to expire in 2027, this division will focus on community outreach and engagement, and contract procurement options to ensure continued high quality service to our residents.

Sacramento Regional Transit (SacRT) Coordination

Continue coordination with SacRT to participate in CIP Projects, including San Juan Complete Streets Phase 1B, and Auburn Boulevard Complete Streets Phase 2; advance transit service and amenity improvements citywide; and continue to coordinate with SacRT to support funding opportunities for Sunrise Tomorrow public improvements.

Engineering Division

Overview of Services

The Engineering Division carries out responsibilities on a full array of transportation and storm water related services to support all facets of the community. The mission of the division is to ensure safe, accessible streets, sidewalks, trails and appurtenances throughout the community, and help meet mandates for clean water, and reduce risk of flooding. This division is funded by various funding sources, including General Fund, Gas Tax, Storm Water Utility, Measure A, and capital project Grant Funds. The staff within the engineering division provide overlap services for the following key areas of service.

Development Review
The area of service provides engineering review for all development projects within Citrus Heights to ensure infrastructure built to serve the public is constructed to standards, meets all applicable regulations, and will not adversely impact the community. Development review includes large commercial improvements, new housing developments, and single-family lot improvements.

Traffic Engineering
The area of traffic engineering encompasses a variety of services, including traffic management, traffic signalization, traffic analysis for private development as well as public projects, and traffic calming for a variety of neighborhood safety improvements.

Transportation
Within the engineering division, the area of transportation focuses broadly on all modes of transportation and infrastructure throughout the community. Transportation projects and programs served through the Engineering Division include trail projects, Complete Streets improvements, street resurfacing projects, ADA enhancements, and transportation safety plan programs. Often these projects and programs are the central point for obtaining external grant funds to support extensive capital improvements to serve the community.

Storm Water
The stormwater program covers a broad area as it relates to public and private interests and conveyance of stormwater. Through various regional, state, and federal programs, this area of Engineering provides review, oversite, and enforcement of federal and state regulations and local municipal codes. Staff works to ensure proper floodplain management, and compliance with clean water regulations, and develop and deliver capital improvement projects to help reducethe risk of localize flooding.

Accomplishments FY 23/24 & 24/25

- Completed the 2022/2023 Residential Resurfacing Project
- Developed City's first muti-year Pavement Preservation Plan to implement various methods of improving the City's pavement condition index
- Completed construction of the Arcade Cripple Creek Trail Project
- Awarded the 2024 APWA Project of the Year for the Arcade Cripple Creek Trail Project
- Awarded the 2024 WTS Project of the Year for the Arcade Cripple Creek Trail Project
- Initiated design for Roseville Road/Butternut Drive Intersection Improvements & Systemic Signalized Intersection Improvements Project

- Completed construction of the San Juan Complete Streets Phase 1A Project
- Completed over 35 Multi-Modal Transportation Safety Program (MMTSP) neighborhood transportation safety improvement projects
- Began construction on the Auburn Boulevard Complete Streets Phase 2 Project.
- Began construction on the Dewey Drive/Van Maren Lane Enhancements Project
- Began construction on the Sunrise Boulevard Resurfacing Project
- Conducted engineering review on over 600 building permits and 45 development projects, including parcel maps, mergers and lot line adjustments
- Obtained FEMA Insurance
- Completed Madison Avenue Structural Soundwall Reconstruction Project
- Completed the 2024 Bridge Maintenance Project
- Completed the 2024 Crack Seal Project
- Initiated the 2025 Accessibility and Drainage Improvements Project
- Constructed the Arcade Cripple Creek Trail Project.
- Provided all offsite inspections for various development projects, including Mitchell Village, Wyatt Ranch,

Key Initiatives and Budget Highlights

Complete Streets Efforts
Complete construction of the much-anticipated Auburn Boulevard Complete Streets Revitalization Phase 2 Project, and begin construction of the San Juan Avenue Complete Streets Phase 1A project to expand connectivity to various services.

Public Infrastructure Improvements
Additional investments in public infrastructure will include strategic pavement resurfacing projects, focusing on high traffic areas as well as improving ADA, pedestrian and bicycle facilities. These efforts will be supported through the delivery of the City's 3-Year Pavement Preservation Program along with other planned projects that focus on drainage improvements, bridge and creek enhancements, trail extensions for improved connectivity, and citywide pedestrian and traffic safety upgrades and modifications.

Events & Community Center Division

The Events & Community Center Division is charged with managing and maintaining the operations of the rebranded Citrus Heights Event Center, as well as the Sylvan Community Center, to support various local and regional events, meetings, and private gatherings. The division also coordinates and carries out various annual City hosted community events, such as the Tree Lighting Ceremony, Stars & Stripes, and other entertainment and engagement focused gatherings.

Event Center Operations
The Event Center Operations staff focus on maintaining the Citrus Heights Event Center to offer the public a quality venue for special and everyday events. Staff support event bookings, arranging rooms for events, conduct preferred caterer screenings, and service events in progress.

City Events Coordination and Implementation
The primary function of this division is to coordinate and carry out City trademark events, such as Sunday Funday, the Tree Lighting Ceremony, and the new Stars and Stripes Celebration. Staff collaborate with external partners, such as the Sunrise Recreation and Park District, local business vendors and contractors to provide various services, equipment and expertise to ensure successful delivery of community engaging experiences.

Accomplishments FY 23/24 & 24/25

- Supported over 110,000 visitors through the Citrus Heights Event Center and the Sylvan Community Center.
- Facilitated and delivered the inaugural Stars & Stripes Celebration for 2023, and subsequent events for 2024 and 2025
- Coordinated and delivered the annual Sunday Funday event for 2023 and 2024.
- Organized and facilitated the Arcade Cripple Creek Trail Ribbon Cutting Celebration following complete of the construction project.
- Rebranded the "Citrus Heights Community Center" as the "Citrus Heights Event Center" to support increased visibility and marketing as a regional venue.
- Held a rebranding ribbon cutting event of the Citrus Heights Event Center to showcase the facilities and demonstrate the venues capabilities of hosting a magnitude of events and uses.
- Organized and delivered the Annual Tree Lighting Ceremony celebrations for 2023 and 2024.
- Implemented a new event scheduling software and client interface program to improve upon customer service, streamline operations, and maximize use of the Event Center.

Key Initiatives and Budget Highlights

Event Center Operations
The rebranding of the Event Center will continue with increased marketing efforts through various means, including regional advertisements, partnering with other jurisdictions on a regional venue referral program, and hosting periodic on-site open house events available to the public. The goal is to maximize use of the facility, blending large event uses with smaller turn-key operations that allow for local group pop-up meetings and various spaces to support business and professional use.

Community Events Delivery
As the Council and community priority opportunities for community engagement, the division will

continue to look for ways to collaborate with agency partners to deliver exciting new events, and ways to expand and enhance existing events.

Facilities and Fleet Division

Overview of Services

This division's focus is on customer service, both internal and external, ensuring the facilities and instruments provided for staff to conduct business are safe and suitable for employees and the general public. In addition, to facilitate opportunities and spaces for the public to gather and engage, and support the needs of staff. This division is primarily funded by General Funds. The staff within the Facilities and Fleet division provide overlap services for the following key areas of service.

Facilities Operations and Maintenance
The area of service supports the upkeep and operations of the various city owned buildings, including City Hall and adjacent Utility Building, the Police Department, and the City's three community centers (Citrus Heights Community Center, Sylvan Community Center, and Sayonara Center). In addition to maintenance and operations, staff also plan for renovations, capital improvements, and upgrades to support improvements and expansion of services.

Fleet Operations and Maintenance
This area of service supports maintenance, replacement and outfitting of city-owned fleet to support various departments including Police, General Services, Building, and pool vehicles.

Accomplishments FY 23/24 & FY 24/25

- Completed full LED lighting conversion project at the Citrus Heights Event Center
- Completed exterior repainting of the Citrus Heights Event Center and Sylvan Community Center
- Initiated and achieved substantial completion on construction of the Citrus Heights Police Department Emergency Communications Center Remodel Project
- Transitioned fleet maintenance and capital replacement responsibilities to General Services; began preventative maintenance and transitioned tracking of fleet through Cityworks system
- Supported Block Party Trailer efforts, deploying and servicing over 25 events
- Completed various department and division workspace reconfigurations to support internal operations and service delivery.
- Supported ARPA funded PD fleet acquisitions and upfitting efforts

Key Initiatives and Budget Highlights

Sylvan Community Center Building Interior Renovations
The Sylvan Center supports events and gatherings most days of the week and has such has experienced significant wear and tear. To ensure the facility can continue as a gathering and meeting space, new floors, interior paint, kitchen and storage remodeling, lighting and window repairs are needed.

Animal Services Facility
To help control costs and improve services to the community, the City has acquired two adjacent buildings to support the Animal Services Division, as well as other third-party animal welfare

services. The buildings will require significant interior enhancements and upgrades to adequately support staff as well as our community of pet owners.

Police Department Building
Interior enhancements are planned for the customer service counter, lobby and records area to improve service delivery, employee safety, and extend the useful life or the police department building.

Fleet Management
Continued exploration to evaluate cost effective options on fleet replacement across all vehicle uses and divisions served. The City has completed an evaluation for fleet electrification and will continue to seek out grant opportunities to support infrastructure enhancements required for partial electric vehicle conversion.

HVAC Replacements
Several of the City's owned buildings operate in excess of 16 hours per day, requiring significant energy and heating and air conditioning (HVAC) use. Despite the City's proactive preventative maintenance program, many of the HVAC units are in need of replacement. Staff continue to seek out funding support and grant opportunities to support replacement, in addition to the capital replacement funds budgeted for HVAC needs.

Operations and Maintenance Division

Overview of Services

The mission of the Operations and Maintenance Division is to ensure all public infrastructure and amenities are in safe, clean and accessible condition for our residents and businesses. This division is responsible for responding to public requests and concerns related to blight within or visible from the public right of way in addition to creek and vegetation management; landscape management; trees; encroachments; signage; potholes; and various public works related activities. This division is partially funded by General Funds, in addition to Gas Tax, Measure A, Solid Waste, and Storm Water. The following are general areas of focus for this division.

Citywide Blight Abatement
This area of focus addresses weeds, debris, illegal dumping, abandoned encampments, graffiti, collaboration with external partners (Cal Trans and Sacramento County) on shared facilities, illegal signs, and general blight.

Creek, Open Space and Storm Water Maintenance
This area of service largely encompasses routine maintenance of storm water facilities to help reduce risk of localized flooding, as well as environmental management efforts.

Landscape and Tree Maintenance
The City has 11 landscape assessment districts, in addition to general landscape along various arterials and collectors through the community. This division oversees the general management and enhancement of city-maintained landscape, as well as management of the City's extensive tree canopy.

Transportation Maintenance
The area of service focuses on the general maintenance of streets, sidewalks, signage, trails, and encroachments in the right of way including permitted and unpermitted.

Accomplishments FY23/24 & FY 24/25

- Continuing with the success of the Beautification Crew program, over 153 tons of debris removed from illegal dumps and abandoned camps.
- Held four community service cleanup/enhancement events
- Cleaned over 623,000 lineal feet of storm pipe and structures, resulting in a high performing storm system through the 2023/2024 and 2024/2025 rain seasons
- Responded to approximately 12,107 service requests
- Serviced approximately 2,780 city owned trees (pruned)
- Performed vegetation management on over 75 acres of open space through hand crew efforts as well as employing environmentally conscious efforts through usage of goats and sheep.
- Performed vegetation and stormwater water maintenance efforts on approximately 15,300 lineal feet of creeks and channels, and over 90,000 lineal feet of trails and roadside ditches.
- Executed Soundwall Beautification project to refresh and enhance the appearance of various public-facing soundwalls throughout the community.

Key Initiatives and Budget Highlights

Pavement Restoration
Continue expanding efforts in areas of pavement restoration through mill and fill operations and coordinate with Engineering to increase output of pavement restriping.

Encroachment Program
Provide coordinated inspection oversite for encroachment program ensuring public safety and conformance with restoration standards.

Enhance Community Image
Continue promoting beautification and quality of life by enhancing the appearance of our community through various beautification efforts, including continued coordination of the Beautification Team, sign replacement efforts, and maintaining clean and safe rights of way.

Community Development Department

The Community Development Department encompasses three divisions: Building and Safety; Housing and Grants; and Planning. The department supports two City Commissions, the Construction Board of Appeals and Planning Commission, as well as the Citrus Heights Collaborative.

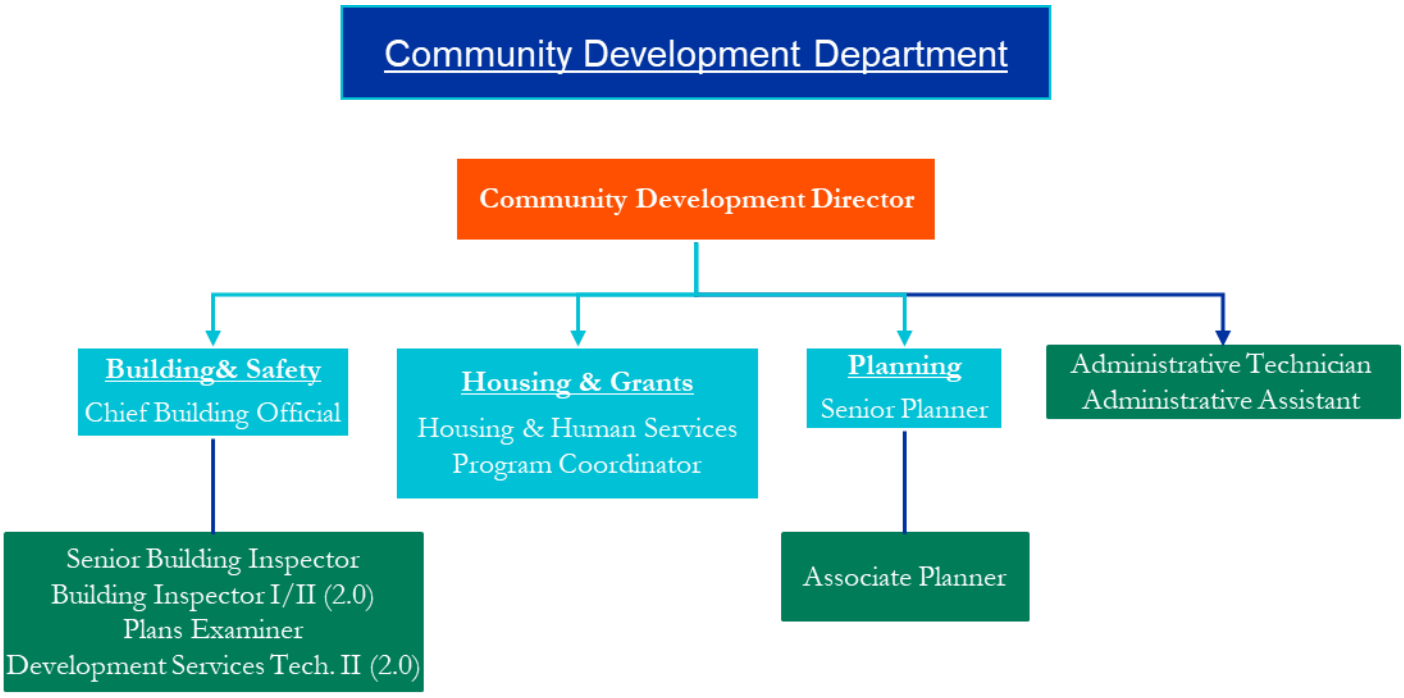
Building and Safety is responsible for the administration and enforcement of the adopted local and state-mandated codes that regulate construction, property maintenance, and development. The purpose of these codes is to establish the minimum requirements to safeguard public health, safety, and general welfare. This division supports the Construction Board of Appeals.

Housing and Grants administers a number of local, state, and federal housing and community development grants. These funds are used to assist first-time homebuyers and provide loans to modest-income homeowners to rehabilitate their homes. Additional uses for these funds include various public service projects such as: senior nutrition program, homeless services, housing crisis assistance, and youth projects. This division supports the Citrus Heights Collaborative.

Planning comprises current and advanced planning activities as well as environmental analysis to ensure development is consistent with local and state land use regulations. This division supports the Planning Commission. The Planning Division also oversees the City's business license program.

Community Development Department Budget

Department	FY 2024-25 Amended Budget	FY2025-26 Adopted	FY25-26 to FY24-25 Variance	FY2026-27 Adopted	FY26-27 to FY25-26 Variance
Housing	264,137	273,903	9,766	284,112	10,210
Planning	558,779	581,771	22,992	598,874	17,103
Building Inspection	1,084,512	1,084,045	(467)	1,111,897	27,852
Planning Commission	14,700	12,400	(2,300)	12,400	-
Community Development	1,922,128	1,952,119	29,991	2,007,284	55,165


Community Development Department
Community Development Director
Building& Safety
Chief Building Official
Housing & Grants
Housing & Human Services
Program Coordinator
Planning
Senior Planner
Administrative Technician
Administrative Assistant
Senior Building Inspector
Building Inspector I/II (2.0)
Plans Examiner
Development Services Tech. II (2.0)
Associate Planner

Building and Safety Division

Overview of Services

The Building and Safety Division is responsible for reviewing plans, issuing permits, performing field inspections of buildings, ensuring compliance with local, state, and federal regulations related to building construction, maintenance, repair, accessibility and access requirements, as well as energy and green building standards. This division also enforces local standards by regulating the design, construction, use, occupancy, location, and maintenance of all buildings and structures within the city. Other responsibilities include assisting the IMPACT Team, Code Compliance Division, Fire District, Engineering Division, and Planning Division. This division supports the Construction Board of Appeals.

Accomplishments FY23/24 & FY24/25

-
- Developed pilot program to streamline permits for "no work;" and "no change-in-use" permits to allow businesses to open quickly and with streamlined review.
- Continued advanced training to remain on the forefront of permitting and inspection processes.
- Became registered to be State Certified Disaster Recovery Workers.
- Worked in partnership with the Code Enforcement Division to address dangerous and/or substandard buildings
- Developed program for qualified disabled veterans to receive "no fee" permits certain for residential projects
- Performed over 20,000 inspections in this period
- Performed over 8,700 plan reviews in this period
- Issued over 6,400 permits in this period

Key Initiatives and Budget Highlights

Update Processes for Compliance with State and Federal Law
The Building Division will be updating policies and procedures and ordinances to comply with the upcoming implementation of California's 2025 Building Codes.

Integration of Permit Software
The Building Division will continue the process of implementation of the City's new Tyler Technologies ERP System.

Permitting and Inspection Evolution
The Building Division will continue to collaborate with Metro Fire, Sacramento County, City of Rancho Cordova and other agencies to develop easier, more customer friendly processes to allow businesses to receive permits and open to the public faster with less delays.

Housing and Grants Division

Overview of Services

The Housing and Grants Division is responsible for the administration of local, state, and federal housing funds and manages programs supported by these revenues. These include the Community Development Block Grant (CDBG) Program, federal HOME funds, CalHOME funds, Permanent Local Housing Allocation (PLHA) funds, the Citrus Heights Affordable Housing Trust Fund and special purpose funds (i.e., housing loan repayments and housing mitigation fees). The division utilizes these resources to enhance the quality of the City's housing stock, promote homeownership, preserve and revitalize neighborhoods. Funds also support services for low- and moderate-income households, including persons with disabilities, seniors, veterans, and youth. Additionally, they may be used for special community needs, such as park improvements, installing streetlights, accessibility upgrades, and economic development initiatives.

Accomplishments FY 23/24 & FY 24/25

- The City successfully collaborated with several nonprofit organizations to implement essential programs and services. Notable accomplishments included meal delivery services to seniors in Citrus Heights, the emergency food closet, and the afterschool program designed to support youth and families. These efforts were aimed at addressing food insecurity and enhancing community engagement and support.
- The City provided housing assistance through its telephone and internet-based "Renters Helpline." This service helped residents navigate housing crises, resolve disputes, and access counseling and fair housing services. These efforts were targeted at reducing housing discrimination, raising awareness of fair housing laws, and offering support to individuals with disabilities facing housing challenges.
- The City began the Dewey-Van Maren Lane Enhancement Project, a major infrastructure initiative improving pedestrian safety and walkability. This project will add accessible curb ramps and sidewalks to neighborhoods and high-traffic intersections, ensuring compliance with the Americans with Disabilities Act (ADA). The enhancement will significantly benefit the mobility and safety of residents, particularly those with disabilities. Project completion is anticipated in Summer 2025.
- The City Council adopted the 2025-2029 Consolidated Plan. This plan provides a comprehensive assessment of the needs of low- and moderate-income populations and outlines a spending plan for Community Development Block Grant (CDBG) funds and other federal resources. The Consolidated Plan will guide the allocation of funds for housing, public services, and infrastructure projects in the coming years.
- Through collaboration with Sacramento County, county American Rescue Plan Act (ARPA) funding has been directed to Sacramento County Department of Homeless Services and Housing (DHSH) to fund a 1.0 FTE Community Health Worker, client assistance support, and associated administrative costs for the benefit of the City of Citrus Heights. DHSH will utilize these funds to expand the existing outreach and navigation services to the City's jurisdiction through June 30, 2026.
- In 2025, the City partnered with Rebuilding Together Sacramento to provide a Critical Home Repair Grant Program which will provide 6-8 grants to low-income mobile home homeowners to make health and safety repairs to their homes.

- In 2025, the City partnered with Michael Baker International to administer the Home Repair Loan Program which will provide 10-12 low interest loans to low-income homeowners to make health and safety repairs to their homes.
- The City continues to facilitate the Citrus Heights Collaborative, an informal yet impactful network comprising community members, government agencies, nonprofit organizations, faith-based groups, and other local stakeholders. This group convenes on a monthly basis to share information, coordinate resources, and strengthen partnerships that support the well-being of the Citrus Heights community.

Key Initiatives and Budget Highlights

The Housing and Grants Division, in collaboration with the Planning Division, is implementing the Memorandum of Understanding with Habitat for Humanity of Greater Sacramento for the development of 26 income-restricted for-sale homes on Sayonara Drive. This project is a key component in meeting the City's replacement housing obligation. Construction of Phase 1, consisting of eight homes, is scheduled to begin in Summer/Fall 2025.

The City, in partnership with Hope Cooperative—a nonprofit organization in acquiring the property at 7501 Sunrise Blvd to develop the Auburn Oaks Project. This initiative will create 88 permanent supportive housing units for seniors. Funding from the Permanent Local Housing Allocation fund was used to help finance the property purchase.

The City of Citrus Heights will continue to work with public agencies to help meet the goals identified in the Consolidated Plan. The City coordinates with Sacramento Housing Redevelopment Agency (SHRA), Sacramento County, the City of Rancho Cordova, the City of Elk Grove, and several other local agencies on a regional Analysis of Impediments to Fair Housing Choice. In addition, the City also works with Elk Grove, Rancho Cordova, SHRA, and Sacramento County on matters of mutual interest related to CDBG and housing, including homelessness response and conducting joint monitoring of shared subrecipients.

Planning Division

Overview of Services

The Planning Division is responsible for reviewing all proposed new residential, commercial, and office development projects. This analysis also includes completing the appropriate level of environmental review. In addition, the Planning Division conducts advanced planning activities related to the implementation of the General Plan, Sunrise Tomorrow Specific Plan, Stock Ranch Guide for Development, and The Boulevard Plan, special planning studies, including design guidelines and new ordinances. The division provides customer assistance at the "one-stop" counter and coordinates with other city departments as well as local, regional, state, and federal agencies. The division also provides staff support to the Planning Commission, special committees, and City Council regarding all matters relating to land use. The Planning Division also oversees the business license program.

Accomplishments FY23/24 & FY24/25

- Approved 30 Accessory Dwelling units including 6 from the Permit-Ready Program (PRADU)
- Implemented online application portal for Planning projects
- Recognized as a Prohousing City by the California Department of Housing and Community Development (HCD)
- Implementation of Short-Term Rental Ordinance

Key Initiatives and Budget Highlights

Sayonara Drive Habitat for Humanity Project
The Planning Division administers the collaboration with Habitat for Humanity of Greater Sacramento in the development of 26 new homes on Sayonara Drive. The homes will be sold to qualified families of restricted incomes that will be a catalyst for the redevelopment of Sayonara Drive. .

Trail and Multi-modal Connection Planning
The Planning Division, in collaboration with the General Services Department will continue efforts to extend the City's multi-modal trail network including the Gateway Activation Plan (GAP) project which connects Citrus Heights, Roseville and Sacramento County trail networks.

Integration of Permit Software
The Planning Division will implement transition from existing Planning and Business License software to the City's new ERP System.

Tree Canopy Expansion and Preservation
The Planning Division leads Citrus Heights' efforts to promote, preserve, and expand the City's tree canopy. A healthy tree canopy improves air, water, and soil quality, supports public health, and enhances the community's visual appeal. Protecting and planting trees is essential to maintaining the City's quality of life.

Economic Development & Community Engagement Department

The Economic Development & Community Engagement Department (EDCE) was created in July 2022 to lead increased strategic objectives in key areas and deliver on the community priorities over the foreseeable future. The department oversees strategy and implementation in the following areas: Economic Development, Communications, Community Engagement, Comprehensive Grants Strategy, and Legislative & Government Affairs.

Economic Development in partnership with other City departments and the private sector, implements various strategies designed to improve residents' overall quality of life and maintain essential city services valued by the community. Economic Development functions include business attraction, retention and expansion, marketing, entrepreneurship, and start-up support. Economic Development also develops ongoing relationships with the local broker, property owner, developer, and business communities, serving as a liaison to Sunrise Marketplace Property Business Improvement Districts; working with the Chamber of Commerce on a variety of business strengthening, jobs creation and retention activities; serving as a liaison to business associations and individual businesses/property owners; promotion of the City; and pursuing potential leads and requests for information.

Communications perform various communications and marketing projects promoting the City's brand and key messages, mission and values, programs, projects, and events. This includes public relations, creating marketing presentations and collateral in various media, including video and web content, special event planning and promotion, serving as a community representative, and acting as a media spokesperson.

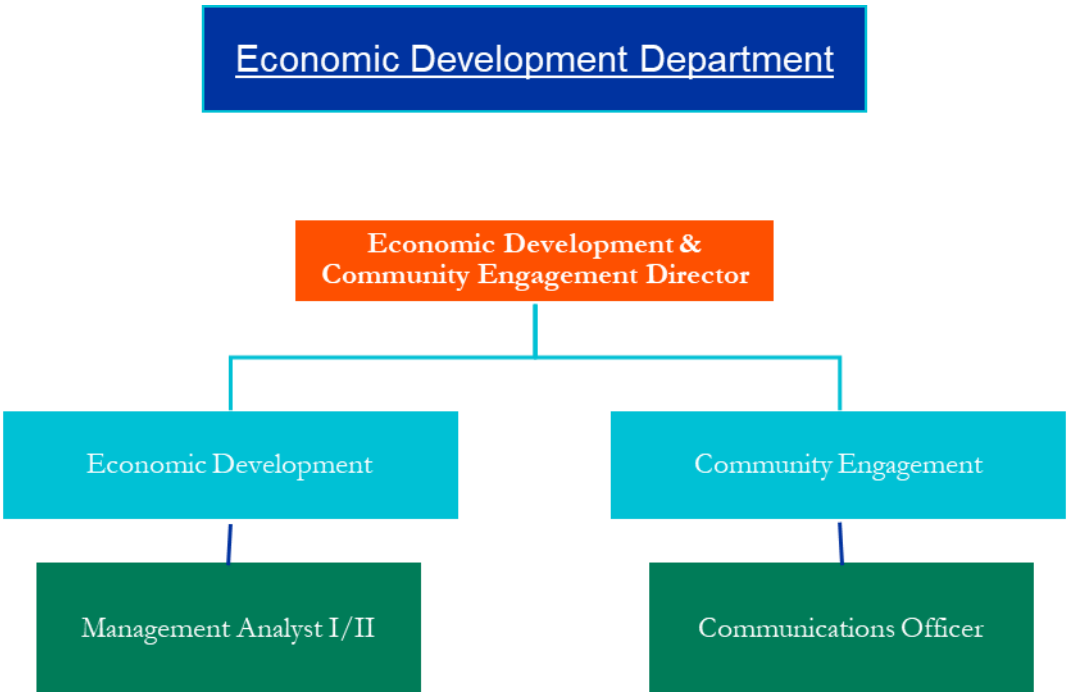
Community Engagement provides support and resources to neighborhood groups to strengthen the relationship between the City of Citrus Heights and its residents. This is achieved by deploying grassroots tools including amenities, neighborhood grants, micro events and direct support.

Comprehensive Grant Strategy is an ongoing initiative to create and execute a comprehensive funding plan with an extensively researched list of federal, state, and regional grants most applicable for the priority focus areas and projects.

Legislative and Government Affairs program will increase legislative engagement by regularly monitoring and responding to relevant legislative priorities. It will also coordinate advocacy that supports the Comprehensive Grants Strategy and priority City projects and initiatives.

Economic Development & Community Engagement Department Budget

Department	FY 2024-25 Amended Budget	FY2025-26 Adopted	FY25-26 to FY24-25 Variance	FY2026-27 Adopted	FY26-27 to FY25-26 Variance
					-
Economic Development	1,127,539	475,357	(652,182)	482,065	6,708
Community Engagement	-	700,082	700,082	689,519	(10,564)
Economic Development & Community Engagement	1,127,539	1,175,440	47,901	1,171,583	(3,856)


Economic Development Department
Economic Development & Community Engagement Director
Economic Development
Community Engagement
Management Analyst I/II
Communications Officer

Economic Development

Overview of Services

The Economic Development Division is responsible for executing the City Council-adopted 2025–2027 Economic Development Work Plan (EDWP), which serves as Citrus Heights' guiding policy framework for fostering a vibrant, business-friendly economy. Aligned with the strategic goal to *"Diversify for a Vibrant Economy,"* the division's work is structured around five key focus areas:

Business Attraction & Development Services
Staff proactively recruits targeted businesses—especially in high-demand sectors such as sit-down dining, entertainment, healthcare, and professional services—through direct outreach, partnerships, and incentive programs. This includes implementation of the reinstated Business Attraction Incentive Program, designed to activate vacant spaces and stimulate private investment. Staff also leads efforts to streamline regulatory processes, coordinate with third-party agencies, and implement zoning updates to reduce development barriers. A dedicated development liaison provides personalized support for new business applicants to guide them from inquiry through opening

Business Retention & Expansion
To maintain a strong local business base, staff conducts direct outreach, surveys, and business visits—particularly with the City's top employers and sales tax producers. Programs like the Business Safety Hub and CHPD Business Liaison strengthen public safety partnerships and responsiveness. Efforts also include marketing and recognition initiatives, workforce development collaboration, and resource-sharing to ensure Citrus Heights businesses have the tools and support to grow and succeed.

Small Business Support & Innovation
Recognizing that small businesses are the foundation of the local economy, the division partners with trusted regional providers such as the Small Business Development Center, California Capital, and SCORE to deliver workshops and technical assistance. The newly adopted Small Business Design Support Program provides hands-on guidance for navigating zoning, permitting, and occupancy processes, making it easier for entrepreneurs to establish or expand in Citrus Heights. Staff also works to connect small businesses with vendor opportunities at community events and provide visibility through marketing efforts.

Marketing & Placemaking
The division leads strategic communications and corridor-specific marketing campaigns to attract investment and enhance commercial vibrancy. These include the "Love Local" initiative, business spotlights, and targeted social media promotions. Placemaking efforts focus on aesthetic and functional improvements to commercial areas, micro-geography partnerships (e.g., Sylvan Corners), and activation of public spaces through events, signage, and temporary installations. All efforts aim to increase foot traffic, elevate the city's image, and drive economic activity.

Organizational Culture
Economic Development also cultivates a citywide culture of business-friendly service through cross-department collaboration, internal training, and development of clear business-facing materials. A Management Analyst position has been repurposed (from Community Engagement/Grants Strategy focus) to provide dedicated support for economic development programs, enabling increased output

without additional staffing costs. This internal alignment ensures the City's operational culture supports the successful execution of the EDWP and sustained economic growth.

Accomplishments FY23/24 & FY24/25

- Led research, scoping, council approval, and launch of an Infrastructure Financing Strategy for Sunrise Tomorrow (Council goal).
- Facilitated right-of-way MOU with Namdar Realty to unlock financing tools and grant eligibility.
- Maintained owner relations with Ellwood Commercial, advancing hotel exploration and the parcel map/development agreement process.
- Launched and marketed business attraction program to recruit new restaurants, breweries and entertainment
- Recruited first brewery in Citrus Heights in over 20 years, DarkHeart Brewing**:** Full recruitment, site search, permitting, incentives, Council approval
- Partnered with Sunrise Marketplace to fund and install three major murals via the Economic Development Support Fund.
- Worked extensively on movie theater recruitment at a catalyst site—led owner engagement, incentives, site work, and entitlements; deal paused due to ownership change.
- Spearheaded business attraction and support for Bearpaw Outlet, HomeGoods, Triple Crown Batting Cages, Smash Sacramento, Pressure Barbering, Black Sails Coffee, Fun City Adventure Park and more.
- Led Sunrise Tomorrow Specific Plan implementation:
    - Recruited hotel developers (Marriott, Hilton), engaged developers, aligned property owner interests
    - Represented City in negotiations to uphold plan integrity amid market shifts
    - Promoted economic narrative and sustained regional site visibility
- Relaunched monthly Economic Development e-newsletter and expanded business outreach.
- Created and implemented illegal dumping signage to support business corridors and the CARES campaign.
- Convened regular meetings with the Chamber and Sunrise MarketPlace to align efforts.
- Authored and secured Council approval of the 2025–2027 Economic Development Work Plan:
- Relaunched Business Attraction Incentive Program
- Created Small Business Design Support Program
- Conducted outreach to 4,000+ businesses and developers with Community Development
- Designed and executed the Auburn Boulevard Phase 2 "Love Local" marketing campaign during construction.
- Reallocated staff to prioritize economic development and hired a high-performing new team member (Feb 2025).
- Launched the Business Safety Hub, providing businesses with centralized access to safety tools and reporting resources.
- Advanced Auburn Boulevard revitalization through dual grant-funded projects (Activate Auburn Façade Improvement Program and History and Arts Grant) at Sylvan Corners—a shared patio for Ciro's and DarkHeart Brewing and large-scale community mural.

Key Initiatives and Budget Highlights

Execute Actions and Achieve Metrics Outlined in Economic Development Work Plan

Lead implementation of the Council-adopted 2025–2027 Economic Development Work Plan, including business recruitment, corridor revitalization, placemaking, and program development, with progress tracked through defined performance metrics.

Business Attraction Incentive Program
Create and execute marketing plan to support and create success for the Citrus Heights Business Attraction Incentive Program including target marketing, communications and direct promotion opportunities.

Other Economic Development Grant Programs
Market and leverage the Economic Development Support Grant, Design Assistance Program, Sign Support Program and Activate Auburn Façade Improvement Program in business attraction, retention and expansion opportunities.

Sunrise Tomorrow Specific Plan Progress
Steward progress of the Sunrise Tomorrow Specific Plan including owner relations, developer attraction, infrastructure financing strategy and pursuing applicable grants to catalyze development.

Communications

Overview of Services

The City's communications are built around a strategic messaging platform that allows for consistency of message across all communications efforts. Staff works with departments to ensure that proactive communications are meaningful, support key messages and strategic objectives, and keep in mind the needs of the Citrus Heights community and its partners. Communications supports City Departments in their ongoing communications efforts and special proactive programming. This includes the development of collateral material, media relations, social media support with potential paid promotion, and digital communications (e-newsletter, website). Staff facilitates and ensures a consistent, timely flow of news to build trust, transparency and awareness with residents and businesses. Finally, Communications ensures results are measurable, so efforts can be analyzed for key learning.

Accomplishments FY23/24 & FY24/25

- Developed and launched the Citrus Heights Cares brand and multi-channel public education campaign, including signage, citywide mailers, educational materials, a dedicated website, and an ongoing communications plan.
- Supported the inaugural Stars and Stripes community event through branding, communications, and coordination with city staff and partners.
- Expanded the Connect Citrus Heights influencer network to more than 100 local organizations, increasing awareness of community events and strengthening citywide engagement.
- Planned and hosted the 25th Anniversary Concert in partnership with Capitol Pops, welcoming nearly 150 attendees, including regional dignitaries.
- Led the 2022 State of the City program, including event planning, scripting, and production of a commemorative video.
- Delivered the 2023 State of the City event and welcome mixer with a minimal budget, while expanding accessibility through broadcasts on Metro Cable and the City's YouTube channel.
- Expanded the City's photo library through new photography efforts to support consistent, cost-effective communications.
- Launched the Year in Review campaign to highlight key City accomplishments and metrics.
- Increased proactive media outreach to raise the City's profile and share success stories.
- Represented the City as an on-camera spokesperson for a variety of topics and stories.
- Enhanced access to City information by prioritizing non-digital outreach channels such as mailers, flyers, text alerts, and Metro Cable.
- Transitioned website support responsibilities and implemented standard practices to ensure consistent branding and content.
- Introduced a media roundup feature in Council Updates to highlight local coverage and communications outcomes.
- Facilitated the creation of a 2025 Citywide Communications Plan to align messaging and resource planning across departments.
- Continued rollout of the CARES campaign, including a citywide guide (March 2024) and a new public-facing progress dashboard.
- Authored and distributed multiple citywide mailers, including the May 2024 and May 2025 "Save the Date" postcards.
- Developed the City's first strategic messaging platform on homelessness and blight, including a new "Responding to Homelessness" webpage, educational materials about camp removal

and trespassing protocols.
- Led communications for Proposition 36, including a citywide business letter and public message from the City Manager.
- Managed all public-facing messaging and media relations for Sunrise Tomorrow, including FAQs, the Macy's closure announcement, and Specific Plan updates.
- Rolled out the Infrastructure Education Campaign to increase community understanding of road resurfacing investments and funding.

Key Initiatives and Budget Highlights

Expanding Strategic Communications and Engagement
Staff will implement the 2025/2026 and 2026/2027 Citywide Communications Plan to align messaging, maximize staff capacity, and prioritize inclusive outreach. Tactics will focus on growing engagement across all channels—digital and non-digital—to enhance transparency, community pride, and awareness of City services and initiatives.

Advancing Non-Digital and Multichannel Outreach
Resources will continue to be dedicated to increasing non-digital communications, including print mailers, flyers, signage, Metro Cable programming, and event-based outreach. This effort ensures equitable access to City information for residents who prefer or rely on non-digital formats.

Citrus Heights Cares: Maintain & Chip In Phases
Following the successful launch of the Report call to action, the campaign will shift to the "Maintain" and "Chip In" phases. Messaging will highlight community pride, responsibility, and shared efforts in beautifying Citrus Heights. Efforts will include public-facing dashboards, resident testimonials, signage, and neighborhood-based engagement.

Showcasing Community Progress through Storytelling
Staff will build on the success of the Year in Review campaign and Business Recognition Program by continuing to share stories that highlight community impact, economic development, and City accomplishments. Strategic media outreach will further amplify these stories to regional audiences.

Love Local Campaigns to Support Corridor Businesses
Staff will continue rolling out Love Local and Shop Local marketing campaigns to support Economic Development, with tailored messaging to support business corridors during construction and revitalization efforts. Campaigns will include business spotlights, signage, incentives for local shopping, and coordinated promotions in partnership with local business organizations.

Community Engagement

Overview of Services

The Community Engagement Division was established in July 2022 to support Neighborhood Areas and inclusive engagement initiatives. While initial programming focused on building relationships with neighborhood leaders, developing engagement strategies, and expanding the Neighborhood Area network, the program is now in a maintenance phase. This shift follows a staffing redesign that transitioned the position previously dedicated to community engagement into a role focused on advancing the City's economic development goals and executing the 2025–2027 Economic Development Work Plan. Ongoing efforts will prioritize sustaining core engagement activities and leveraging existing communications tools to support community connections and awareness.

Accomplishments FY23/24 & FY24/25

- Launched and executed the 2023 City Scoop event series to activate the new Community Engagement Program, reaching hundreds of residents, promoting Neighborhood Areas and the Citrus Heights Cares campaign, and showcasing the Block Party Trailer.
- Continued and enhanced the Best Lights in Citrus Heights campaign in 2023 and 2024, celebrating holiday spirit and neighborhood pride.
- Modified the Neighborhood Improvement Partnership program to support two neighborhood leaders attending the NUSA conference, resulting in successful new engagement tools and deliverables.
- Implemented a communications plan to increase awareness and participation in Neighborhood Areas and the Resident Empowerment Association of Citrus Heights through digital and print outreach.
- Provided input to the California Governor's Office (California Volunteers) on community engagement strategy and program design.
- Directed the successful launch of the Citrus Heights Volunteers online portal and public outreach campaign to expand volunteerism and support the Citrus Heights Cares initiative.
- Maintained all core community engagement programming despite staffing vacancies beginning in November 2024.
- Oversaw administration of Round 2 of the Community Projects Grant Program, issuing 12 grant awards.
- Facilitated Neighborhoods USA 2024 participation for five Neighborhood Area leaders and developed a travel policy to ensure equitable and accountable access.
- Supported re-establishment of Neighborhood Area 4 through direct outreach and engagement support.
- Produced the 2024 City Scoop series, reinforcing civic trust and transparency through accessible community events.
- Launched Neighborhood Area Awareness Month in January 2025 with a citywide campaign that included mailers to 36,000 households, signage across all 11 areas, and a comprehensive media campaign.
- Delivered volunteer-focused programs including National Volunteer Week, the Chip-In Hall of Fame Awards, and the City's first Big Day of Service, which engaged over 100 volunteers across 10 projects.
- Partnered with Citrus Heights Arts to launch Community Canvas classes, secure funding, develop the Civic Canvas: Art in City Hall exhibit, and begin planning for future arts district initiatives on Auburn Boulevard.

- Administered Block Party Trailer reservations for Little League, Neighborhood Areas, HOAs and more.

Key Initiatives and Budget Highlights

Community Engagement Program
The budget includes resources to support and promote Citrus Heights Neighborhood Areas. Staff will work with community leaders and members to increase awareness of the NA network using effective communications and community engagement tools. Staff will serve as direct liaison to Neighborhood Areas.

Engagement Communications
Utilizing city communications platforms, staff will leverage a variety of channels to increase awareness of Neighborhood Areas and engagement opportunities. Offerings will include a consistently updated city webpage, social media and e-news promotion, mailer inclusion, and more.

Engagement Resources & Support
Department will market, promote and administer current engagement resources like the Community Block Party Trailer and Community Projects Grants. Staff will also continuously assess new opportunities for new resources or support tools that add value to increase resident engagement with the City.

Engagement Events
The budget includes resources for grassroots events programming to connect the City, Neighborhood Areas and residents. "City Scoop", a new grassroots event series launching this summer, is designed to deploy city presence directly into neighborhoods, and build awareness of neighborhood associations, with an infusion of fun to create community connection and increase community pride.

Neighborhood Improvement Partnership Grants
Staff recently modified the existing Neighborhood Improvement Partnership guidelines to be more accessible with wider eligibility. The program already achieved subscription successes and the hope is the subscription rate will increase with refreshed marketing efforts.

Community Projects Grants
Council recently reviewed and approved Round 1 of Community Projects Grants in June 2023 and gave direction to embark on Round 2 with a refreshed budget allocation. The program contributes funding to projects and events that create community connection and contribute to community pride and engagement.

Community Support Grants
The division will house and administer the annual Community Support Grant. The grant offers limited one-time funding for non-profit organizations that provide services to residents of the Citrus Heights community.

History & Arts Grants
The History and Arts Grant Program to provide funds that further efforts to promote history and arts within Citrus Heights.

Grants Strategy

Overview of Services

The Comprehensive Grants Strategy initiative enhances the City's ability to pursue and secure grant funding in alignment with City priorities. In collaboration with other departments, the division coordinates a more structured approach to identifying priority projects and matching them with applicable state, federal, regional, and private funding opportunities.

By moving away from a previously ad hoc process, the City is better positioned to pursue grants in a more intentional and strategic manner. While not every opportunity will be pursued, this approach helps ensure that the most viable and impactful projects are aligned with the most appropriate funding sources. It also enables staff to better anticipate upcoming opportunities and determine when it may be more prudent to forgo certain grants due to capacity constraints or limited competitiveness.
To support this work, the City utilizes supplemental consultant resources to help identify opportunities, evaluate fit, and assist in the preparation of competitive applications. A cross-departmental working group collaborates regularly with Economic Development and Community Engagement (EDCE) Department staff to advance the implementation of the strategy and make incremental improvements over time.

Accomplishments FY23/24 & FY24/25

- Led development and submission of over $15 million in grant applications—including public safety, housing, cybersecurity, and sustainable transportation—resulting in early wins such as a $2.9 million retail theft grant secured within three months of program launch.
- Facilitated successful award of $7.05 million in FY 24/25 federal appropriations (later cancelled due to change in administration).
- Coordinated $3.4 million in FY 25/26 federal funding requests with secured support from legislative representatives.
- Created an internal library of project summaries and supporting materials to enable rapid grant response and advocacy.

Key Initiatives and Budget Highlights

Grants Submission Support
EDCE staff and consultant support will help manage the increased workflow that will be created with the increased volume of target grants. Increased grant revenue helps build financial resilience and achieves City Council's priority of fiscal prudence.

Funding Advocacy
Pre- and post-submission advocacy at the State and Federal level will increase the likelihood of success. This can take form in letters of support, advocacy days with state and federal agencies and leaders, and more.

Legislative & Government Affairs

Overview of Services

The City of Citrus Heights' Government and Legislative Affairs division monitors, analyzes, and responds to proposed legislation at the State and Federal levels. The program ensures the City's voice is represented in the legislative process by advocating for or against bills and ballot initiatives that may impact local governance, service delivery, or the City's strategic direction.

This is a responsive service focused on evaluating legislation as it emerges, rather than proactively sponsoring or drafting new legislation. The division provides thoughtful, timely responses that reflect the City's capacity and strategic priorities.

The program prioritizes action on legislation that:

- Aligns with the City's mission, vision, and values
- Supports the City Council's strategic goals and direction
- Upholds the City's core principles of local control, fiscal prudence, and public safety
- Has significant implications for City operations or resident services
-

Accomplishments FY23/24 & FY24/25

- Issued formal letters of support or opposition on legislation with potential fiscal or operational impacts, including measures affecting housing policy, public safety funding, and local revenue authority.
- Coordinated with regional and statewide advocacy partners to strengthen Citrus Heights' legislative presence.
- Provided legislative updates and strategic recommendations to City Council and executive leadership.
- Conducted advocacy efforts that emphasized fiscal responsibility, public safety, and local governance, ensuring the City's position was clearly communicated to legislators and agency partners.
- Supported federal and state appropriations efforts in coordination with grant pursuits and capital planning efforts.

Key Initiatives and Budget Highlights

Advocacy
The program will also include Advocacy Days with State and Federal leaders and agencies that will promote priority initiatives and projects for future funding.

Police Department

The City's Police Department will be celebrating its 20-year Anniversary on June 26, 2026.

The Police Department is a full-service organization, which is responsible for general law enforcement and peacekeeping. It has, among its many responsibilities: improving the quality of life in the community, preserving public order, protecting life and property, investigating crimes, apprehending criminal offenders, investigating traffic collisions, and enforcing criminal and traffic laws. The department is divided into three divisions:

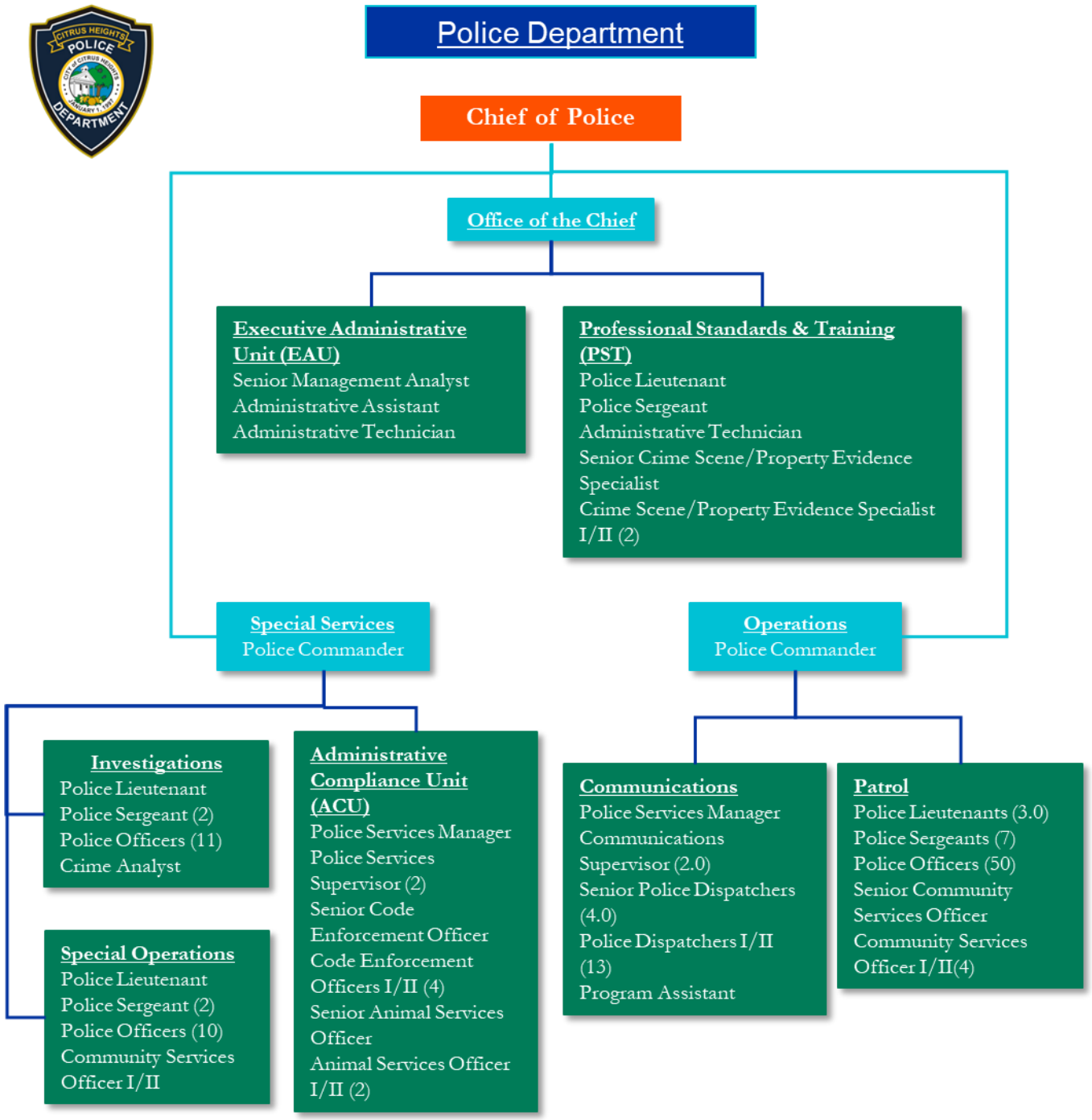
Office of the Chief has overall authority and is responsible for the effective administration, management, and coordination of police services in the community. The division has two units: Professional Standards and Training (PST) that includes the Crime Scene Investigations/Property and Evidence Team and the Executive Administrative Unit.

Operations Division is the largest division in the Police Department, and consists of Patrol Operations, the Communications Center, and several specialty units/teams such as canines, field training, field officer-advocate partnerships, and Police Corporals. The Operations Division is managed by a Commander whose primary responsibility is to provide general management, direction, and control for that Division.

Special Services Division consists of Investigations that includes the General Investigations Unit and IMPACT Team, Special Operations that includes our Problem Oriented Policing (POP) Unit and Traffic Unit, and Administrative Compliance consisting of the Records and Data Compliance Unit, Code Enforcement and Rental Housing Inspection Unit, and Animal Services Unit. The Special Services Division is managed by a Commander whose primary responsibility is to provide general management, direction, and control for that division.

Police Department Budget

Department	FY 2024-25 Amended Budget	FY2025-26 Adopted	FY25-26 to FY24-25 Variance	FY2026-27 Adopted	FY26-27 to FY25-26 Variance
Police	25,281,786	25,099,752	(182,034)	25,718,857	619,105
Animal Control	972,243	1,113,625	141,382	1,146,953	33,328
Police	26,254,029	26,213,377	(40,652)	26,865,810	652,433


Police Department
Chief of Police
Office of the Chief
Executive Administrative Unit (EAU)
Senior Management Analyst
Administrative Assistant
Administrative Technician
Professional Standards & Training (PST)
Police Lieutenant
Police Sergeant
Administrative Technician
Senior Crime Scene/Property Evidence Specialist
Crime Scene/Property Evidence Specialist I/II (2)
Special Services
Police Commander
Operations
Police Commander
Investigations
Police Lieutenant
Police Sergeant (2)
Police Officers (11)
Crime Analyst
Special Operations
Police Lieutenant
Police Sergeant (2)
Police Officers (10)
Community Services Officer I/II
Administrative Compliance Unit (ACU)
Police Services Manager
Police Services Supervisor (2)
Senior Code Enforcement Officer
Code Enforcement Officers I/II (4)
Senior Animal Services Officer
Animal Services Officer I/II (2)
Communications
Police Services Manager
Communications Supervisor (2.0)
Senior Police Dispatchers (4.0)
Police Dispatchers I/II (13)
Program Assistant
Patrol
Police Lieutenants (3.0)
Police Sergeants (7)
Police Officers (50)
Senior Community Services Officer
Community Services Officer I/II(4)

Office of the Chief

Overview of Services

The Office of the Chief consists of two units: Professional Standards and Training (PST) and the Executive Administrative Unit (EAU).

Professional Standards and Training (PST)
PST tasked with ensuring adherence to the laws, policies, and procedures, which govern the department's responsibility to provide for the public's safety, security, and quality of life. Additionally, PST is responsible for coordinating department training, hiring, media relations/public information, internal investigations, and overseeing the Crime Scene Investigation (CSI)/Property and Evidence (P&E) team that is comprised of a Senior CSI /P&E Specialist and two CSI/P&E Specialist I/II.

Executive Administrative Unit (EAU)
EAU team is responsible for managing the police department's budget and grants, policies and procedures, managing external training, conducting internal audits and quality control checks, and providing general administrative support to the Chief of Police and overall department.

Accomplishments for FY 23/24 and FY 24/25

Led the end-to-end hiring process for 70 police employees, including recruitment, background investigations, and onboarding
Facilitated and managed over 20 internal recruitment processes for specialty positions throughout the department
Secured grant funding for police equipment and technology needs
Reviewed and revised over 40 organizational policies
Replaced legacy forensic tools - such as cameras and the fuming chamber – with modern, high-performance equipment

Key Initiatives and Budget Highlights

Provide clear leadership and strategic direction for the organization, aligning all operations with core mission, values, and community priorities
Ensure accountability and transparency in departmental performance, decision-making, and use of public resources.
Strengthen data-driven decision-making to improve public safety outcomes and internal performance
Maintain focus on employee retention via comprehensive wellness initiatives
Design and implement a structured mentoring program for existing employees

Operations Division

Overview of Services

Operations Division provides a round-the-clock enforcement presence, and are first responders for life-threatening emergencies, traffic collisions, and in-progress criminal activity. They conduct preliminary investigations on majority of crimes reported to the Police Department and implement proactive strategies to detect and deter crime. Operations Division staff are actively involved in addressing neighborhood problems and quality of life issues.

Patrol Operations
Within Patrol Operations there are a variety of specialty units/teams to include the:

Canine Unit - a specialized team that uses trained police dogs to assist in various law enforcement tasks such as apprehension and narcotics detection

Field Training Officer (FTO) Program – the FTO program is a structured, on-the-job training program used to train newly hired officers

Field Officer-Advocate partnerships – collaboration with WEAVE and Sacramento County to pair patrol officers with trained advocates in the field. This partnership ensures immediate, on-the-ground support for individuals experiencing a mental health crisis and those affected by domestic violence, fostering a more coordinated and compassionate response

Police Corporal- Corporals function as senior lead officers to assist sergeants with overall leadership and supervision of a patrol team. This position aids in succession planning by allowing perspective sergeant candidates with on-the-job training related to the function of a police sergeant.

Communications Center
The dispatch team answers non-emergency and all emergency 9-1-1 calls that come into the Police Department and coordinate field responses to calls for service. These dispatchers play a crucial part in law enforcement operations, ensuring that officers, emergency responders, and the public are efficiently connected.

Accomplishments FY23/24 and FY24/25

- Utilized grant funding to replace outdated portable radios
- Updated the City's fireworks ordinance to clarify and enhance penalties associated with the possession and use of illegal fireworks
- The Communications Center continued to exceed the national standard of answering 90% 9-1-1 calls within 15 seconds by answering 97% in 15 seconds
- Ensuring continued success of the department and its alignment with organizational goals, this division successfully promoted a new Division Commander, a Police Lieutenant, three Police Sergeants, and three Senior Police Dispatchers.

- Through successful recruitment, retention, and succession planning, the Communications Center became fully staffed

Key Initiatives and Budget Highlights FY25/26 & FY26/27

- Complete the full modernization of the Communications Center
- Recruit and onboard additional Filed Training Officers (FTO) to strengthen and train our new officers
- Increase the awareness of the Citrus Heights Police Foundation and create one significant annual fundraising event
- Complete the renovation of the patrol briefing room
- Develop a robust plan to address the use of illegal fireworks around the fourth of July, leveraging the SeeClickFix application and small unmanned ariel system (sUAS) technology

Special Services Division

Overview of Services

The Investigations Section is led by a Police Lieutenant and is comprised of the General Investigations Unit and the IMPACT Team:

General Investigations Unit
This unit is responsible for investigating crimes against persons and property, supported by an investigative crime analyst and a RTIC Operator embedded within a neighboring agency's RTIC, working collaboratively to enhance case support and situational awareness.

IMPACT Team
IMPACT focuses on identifying, investigating, and apprehending violent offenders, sex offenders, gang members, narcotics traffickers, human traffickers, and individuals involved in organized retail theft.

Special Operations is led by a Police Lieutenant and is comprised of the Problem Oriented Policing (POP) Unit and the Traffic Unit.

Problem Oriented Policing (POP) Unit
POP focuses on improving the quality of life for our community by collaborating with several city and community stakeholders. The POP Unit utilizes local municipal codes, penal codes, health and safety codes the department's Chronic Nuisance Offender program which targets individuals who repeatedly violate laws and impact quality of life within the community. This unit also supports citywide economic development by working with our local business owners to conduct Crime Prevention Through Environmental Design evaluations of properties and educational materials to encourage proactive crime prevention strategies.

Traffic Unit
This team augments the traffic enforcement efforts of patrol officers by providing directed traffic enforcement in identified problem areas and manages the department's Red Light Camera program. The *Traffic Unit* also acts as a liaison between our local schools and the police department by focusing on safety in and around our local schools. This unit also conducts follow-up collision investigations and handles all major and fatal collisions, some of which require a full collision reconstruction investigation to take place.

The Administrative Compliance unit is led by a Police Services Manager and consists of the Records and Data Compliance Unit, Code Enforcement and Rental Housing Inspection Unit, and the Animal Services Unit.

Records and Data Compliance Unit
This unit manages the police front counter and business telephone lines providing customer service to the public. Technicians maintain police records, processes and distribute reports, and publish daily activity and arrest logs for public review. This unit conducts registration for Arson and Sex

Offenders as well as processes online reports submitted by the public. Additionally, this unit reviews incident and arrest data for accuracy in compliance with the Department of Justice reporting requirements, maintaining overall agency compliance.

Code Enforcement and Rental Housing Inspection Program Unit

Their focus is on improving the quality of life in the community through the development of community partnerships and are actively involved in addressing neighborhood problems and providing crime prevention information. This unit enforces nuisance abatement codes involving zoning, inoperable vehicles, graffiti, and housing. This unit is both reactive to citizens' requests for services as well as proactive in canvassing the community to correct blight conditions to maintain and improve property values and the quality of life in the City with a special emphasis on commercial corridors to support citywide economic development efforts.

Animal Services Unit

This unit focuses on promoting healthy human-animal relationships in our community. Through education and enforcement, their goal is to empower responsible pet owners and deliver visible and compassionate support to the community.

Accomplishments FY23/24 & FY24/25

- Obtained a Board of State and Community Corrections (BSCC) grant of more than $2.75MM over a three-year period to identify, prevent, and solve organized retail theft and motor vehicle theft crimes in our City
- Assigned two dedicated detectives within the IMPACT Unit to focus on quality-of-life enforcement in collaboration with the City's Beautification Crew
- Partnered with several local businesses to make environmental improvements and install updated detection technologies to prevent crime and apprehend violators
- Traffic Unit officers were assigned as liaisons to our local schools to maintain professional relationships with school staff and to help ensure safety at all campuses
- Fulfilled over 4,000 public records requests and assisted over 12,000 members of the public over the phones and in person
- Established a multi-year contract with Bradshaw Animal Shelter (BAS) and 24-hour customer call center through Sacramento County 3-1-1 pertaining to all animal services related calls for service

Key Initiatives and Budget Highlights FY25/26 & FY26/27

- Produce a transparency web page to enhance information sharing and assist with public records requests
- Enhance quality of life by focusing on chronic nuisance offenders and identifying crime and gang trends
- Continuing monthly proactive code enforcement patrols within residential and commercial areas within the city

- Partner with the Bradshaw Animal to host mobile clinic services for pets owned by unhoused individuals as well as mobile for animal sterilization needs

Council Actions

RESOLUTION NO. 2025-041

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF CITRUS HEIGHTS, CALIFORNIA, APPROVING THE BUDGET FOR FISCAL YEARS 2025/26 AND 2026/27

WHEREAS, the proposed budget for the City of Citrus Heights for Fiscal Years 2025/26 and 2026/27 has been presented to the City Council and reviewed at a public meeting on May 28, 2025; and

WHEREAS, in approving the budget for Fiscal Years 2025/26 and 2026/27, the City is pursuing budget strategies to maintain financial stability and service levels; and

WHEREAS, the budget includes a transfer of four million dollars for Fiscal Years 2025/26 and 2026/27 funding the capital improvement program towards street repairs.

NOW THEREFORE BE IT RESOLVED AND ORDERED that the City Council of the City of Citrus Heights approves the Fiscal Years 2025-27 Budget as provided for in the attached Exhibit A.

PASSED AND ADOPTED by the City Council of the City of Citrus Heights, California this 11th day of June 2025 by the following vote, to wit:

AYES:	**Council Members:**	**Middleton, Nelson, Schaefer, Karpinski-Costa**
NOES:	**Council Members:**	**None**
ABSTAIN:	**Council Members:**	**None**
ABSENT:	**Council Members:**	**Lopez-Taff**

Dr. Jayna Karpinski-Costa, Mayor

ATTEST:

Amy Van, City Clerk

Exhibits

A. Fiscal Years 2025-27 Other City Funds Budget
B. FYs 2025-27 General Fund Expenditure Summary Projections
C. FYs 2025-27 General Fund Revenue Summary Projections

Exhibit A

Other City Funds

Community Development Non-General Funds	FY24/25 Budget	FY25/26 Pending	FY26/27 Pending
Revenue			
Other Grants Special Revenue	249,649	100,628	93,830
Housing Grants	500,000	258,283	616,945
CDBG Entitlement	660,000	779,783	600,000
Use of Funds	-	136,872	451,918
Total Revenues	$ 1,409,649	$ 1,275,566	$ 1,762,693
Expenditures			
Other Grants Special Revenue	282,881	77,500	697,000
Housing Grants	500,000	358,283	765,693
CDBG Entitlement	660,000	839,783	300,000
Total Expenditures	$ 1,442,881	$ 1,275,566	$ 1,762,693

Police Department Non-General Funds	FY24/25 Budget	FY25/26 Pending	FY26/27 Pending
Revenues			
Code Enforcement	699,520	797,627	797,627
Police Special Revenue	31,000	-	-
Police Grants	192,650	274,107	279,263
SLES Funds	133,393	326,000	130,000
Use of Funds	-	437,964	477,078
Total Revenues	$ 1,056,563	$ 1,835,698	$ 1,683,968
Expenditures			
Code Enforcement	834,050	1,226,841	1,265,955
Police Special Revenue	95,729	8,750	8,750
Police Grants	158,377	274,107	279,263
SLES Funds	23,690	326,000	130,000
Total Expenditures	$ 1,111,846	$ 1,835,698	$ 1,683,968

General Services Department Non-General Funds	FY24/25 Budget	FY25/26 Pending	FY26/27 Pending
Revenues			
Gas Tax	2,521,494	2,495,486	2,520,441
RMRA-SB1	1,826,647	2,301,517	2,382,070
Stormwater	3,965,879	3,965,879	3,965,879
Measure A	3,359,146	3,248,404	3,336,597
Transit	372,696	350,000	350,000
Transportation Development Act	101,275	200,000	200,000
Other Grants Special Revenue	-	-	-
Development Fees Special Revenue	276,147	14,775	14,775
Assessment District Special Revenue	761,164	732,072	1,393,307
Solid Waste	1,155,094	1,319,572	1,354,657
Use of Funds	-	4,216,892	1,582,226
Total Revenues	$ 14,339,542	**$ 18,844,597**	**$ 17,099,952**
Expenditures			
Gas Tax	2,398,973	2,634,498	2,781,005
RMRA-SB1	1,800,000	2,827,000	2,400,000
Stormwater	4,455,215	4,957,832	4,122,391
Measure A Road Maintenance	3,706,627	5,454,526	4,756,010
Transit	348,326	367,436	376,032
Transportation Development Act	208,000	200,000	200,000
Other Grants Special Revenue	-	-	-
Development Fees Special Revenue	200,000	135,000	60,000
Assessment District Special Revenue	803,215	841,083	824,183
Solid Waste	1,448,370	1,427,221	1,580,332
Total Expenditures	$ 15,368,726	**$ 18,844,596**	**$ 17,099,952**

CITY OF CITRUS HEIGHTS

Fiscal Year 2025-26 & Fiscal Year 2026-27 Proposed General Fund Expenditures By Department

As of May 13, 2025

Department	FY 2023-24 Actual	FY 2024-25 Amended Budget	Year-End Projection	FY2025-26 Proposed	FY25-26 Proposed to FY24-25 Amended Budget Variance	FY2026-27 Proposed	FY26-27 Proposed to FY25-26 Proposed Budget Variance
City Council	159,532	218,778	193,640	323,509	104,731	325,529	2,020
City Manager	444,189	536,648	408,913	581,120	44,472	585,790	4,670
City Attorney	256,101	391,700	391,700	340,000	(51,700)	340,000	-
City Clerk	259,452	283,868	252,233	280,884	(2,984)	272,885	(7,999)
Elections	-	57,100	56,625	-	(57,100)	76,200	76,200
City Manager's Office	1,119,274	1,488,094	1,303,110	1,525,513	37,419	1,600,404	74,891
Economic Development	971,711	1,127,539	989,124	475,357	(652,182)	482,065	6,708
Community Engagement	-	-	-	700,082	700,082	689,519	(10,564)
Economic Development & Community Engagement	971,711	1,127,539	989,124	1,175,440	47,901	1,171,583	(3,856)
Human Resources	601,324	816,888	759,923	897,240	80,352	920,012	22,772
Information Services	1,615,202	1,789,038	1,683,486	2,125,402	336,363	2,164,721	39,319
Risk Management	2,237,351	3,060,590	3,039,356	2,940,792	(119,799)	3,177,725	236,934
Finance	994,548	977,317	936,716	1,009,007	31,689	1,038,690	29,683
Non Departmental	3,715,142	3,195,250	2,748,731	3,470,739	275,489	3,402,000	(68,739)
Administrative Services	9,163,568	9,839,084	9,168,211	10,443,180	604,095	10,703,148	259,969
Police	19,171,633	25,281,786	21,259,001	25,099,752	(182,034)	25,718,857	619,105
Animal Control	664,457	972,243	805,140	1,113,625	141,382	1,146,953	33,328
Police	19,836,089	26,254,029	22,064,141	26,213,377	(40,652)	26,865,810	652,433
Community Events	283,425	411,403	381,634	420,091	8,687	435,690	15,599
Event Center Operations	937,455	732,807	719,406	629,662	(103,145)	646,350	16,689
Sylvan Community Center	21,442	20,580	20,580	23,500	2,920	23,500	-
Sayonara Community Center	5,109	17,530	17,530	16,250	(1,280)	16,850	600
Engineering	1,054,522	782,745	818,002	829,004	46,259	849,555	20,551
Facility Management	528,829	876,711	715,609	828,342	(48,369)	853,301	24,959
Fleet Management	771,044	885,900	933,337	1,023,881	137,981	1,035,327	11,446
General Services	3,601,825	3,727,676	3,606,099	3,770,729	43,053	3,860,574	89,844
Housing	138,967	264,137	259,543	273,903	9,766	284,112	10,210
Planning	509,172	558,779	550,177	581,771	22,992	598,874	17,103
Building Inspection	964,515	1,084,512	948,209	1,084,045	(467)	1,111,897	27,852
Planning Commission	-	14,700	12,400	12,400	(2,300)	12,400	-
Community Development	1,612,654	1,922,128	1,770,328	1,952,119	29,991	2,007,284	55,165
Vacancy Factor				(1,527,255)	(1,527,255)	(1,573,819)	(46,564)
Use of/Transfers to Non-General Fund Reserve	1,111,000	2,469,197	2,469,197	1,068,000	(1,401,197)	1,110,000	42,000
General Fund Expenditures	$ 37,416,121	$ 46,827,748	$ 41,370,209	$ 44,621,102	$ (2,206,646)	$ 45,744,984	$ 1,123,882

CITY OF CITRUS HEIGHTS

FY 2024-25 General Fund Revenue

As of May 1, 2025

	FY 2023-24 Actual	FY 2024-25 Amended Budget	Year End Projection	FY 2025-26 Proposed	FY25-26 Proposed to FY24-25 Amended Budget Variance	FY 2026-27 Proposed	FY26-27 Proposed to FY25-26 Proposed Budget Variance
TAXES AND FRANCHISES							
Property Tax	7,623,218	7,755,297	7,905,169	8,182,326	427,029	8,476,031	293,705
Sales and Use Tax	13,849,506	13,629,764	13,731,051	14,028,342	398,578	14,381,592	353,250
Utility Users Tax	2,732,097	2,650,000	2,695,607	2,650,000	-	2,650,000	-
Franchise Fees	634,631	650,000	650,000	617,500	(32,500)	586,625	(30,875)
Franchise Fees Solid Waste	700,962	680,000	651,745	650,000	(30,000)	650,000	-
Property Transfer Tax	249,317	251,000	250,886	245,000	(6,000)	245,000	-
Transient Occupancy Tax	66,194	110,000	80,658	110,000	-	115,500	5,500
Total Taxes and Franchises	**25,855,925**	**25,726,061**	**25,965,116**	**26,483,168**	**757,107**	**27,104,748**	**621,580**
LICENSES AND PERMITS							
Business License	336,265	322,050	327,000	300,000	(22,050)	300,000	-
Building Plan Check	338,606	248,788	280,000	230,129	(18,659)	211,470	(18,659)
Engineering Fees Private Dev	87,321	12,000	5,000	15,000	3,000	18,000	3,000
Zone Check	16,392	9,018	11,857	7,600	(1,418)	7,600	-
Building Permits	1,626,360	1,152,971	1,154,036	983,247	(169,724)	983,247	-
Engineering Fees Utilities	191,875	144,919	165,000	175,000	30,081	180,000	5,000
Tree Permit	2,101	1,600	1,400	1,500	(100)	1,500	-
Transportation Permits	11,552	15,914	12,000	12,000	(3,914)	12,000	-
Records Processing/Strong Motion	11,498	8,989	8,435	8,315	(674)	8,315	-
Other Licenses and Permits	54,341	58,855	81,000	56,720	(2,135)	58,465	1,745
Total Licenses and Permits	**2,676,311**	**1,975,104**	**2,045,728**	**1,789,511**	**(185,593)**	**1,780,597**	**(8,914)**
FINES AND FORFEITURES							
Non-Sufficient Funds Penalty	222	106	153	100	(6)	100	-
Vehicle Fines	120,694	140,000	152,000	152,000	12,000	152,000	-
Red Light Camera Fines	960,814	959,281	960,000	960,000	719	960,000	-
Total Fines and Forfeitures	**1,081,731**	**1,099,387**	**1,112,153**	**1,112,100**	**12,713**	**1,112,100**	**-**
INTERGOVERNMENTAL							
State Mandated Reimbursements	128,650	25,000	25,000	25,000	-	25,000	-
Federal Grants/ Reimbursements	-	-	-	-	-	-	-
Motor Vehicle-in-Lieu Fee	11,204,604	11,538,907	11,539,003	11,954,753	415,846	12,395,883	441,130
Total Intergovernmental	**11,333,253**	**11,563,907**	**11,564,003**	**11,979,753**	**415,846**	**12,420,883**	**441,130**
USE OF MONEY							
Investment Revenue	1,968,943	1,700,000	1,700,004	1,200,000	(500,000)	1,200,000	-
Total Use of Money	**1,968,943**	**1,700,000**	**1,700,004**	**1,200,000**	**(500,000)**	**1,200,000**	**-**
CHARGES FOR SERVICES							
Lease Payments	337,238	343,987	343,987	337,238	(6,749)	337,238	-
Administrative Fees	62,175	38,565	33,500	23,760	(14,805)	23,760	-
Police - Reimbursement Contract Overtime	149,431	106,090	150,000	150,000	43,910	150,000	-
False Alarm/Alarm Permit Fees	60,720	60,000	75,000	35,000	(25,000)	35,000	-
Vehicle Release / Towing	75,749	80,000	80,000	80,000	-	80,000	-
Event Center Rentals	414,253	439,136	486,386	500,000	60,864	535,000	35,000
Planning Fees	83,298	90,950	45,000	45,000	(45,950)	45,000	-
Animal Control Fees and Charges	69,504	55,168	55,000	55,000	(168)	55,000	-
Total Charges for Services	**1,252,368**	**1,213,896**	**1,268,873**	**1,225,998**	**12,102**	**1,260,998**	**35,000**
CONTRIBUTIONS							
Donations / Sponsorships	20,004	5,000	27,000	25,000	20,000	25,000	-
Developer Contributions	-	-	-	-	-	-	-
Total Contributions	**20,004**	**5,000**	**27,000**	**25,000**	**20,000**	**25,000**	**-**
OTHER							
Miscellaneous Revenue	39,673	157,528	157,975	18,000	(139,528)	18,000	-
Reimbursement Revenue	138,363	318,912	335,000	335,000	16,088	35,000	(300,000)
Internal Service Fund Charges/Cost Allocations	1,617,909	1,593,405	1,593,405	1,633,240	39,835	1,674,071	40,831
Recovery of Labor & Benefits	285,538	205,766	205,356	260,000	54,234	260,000	-
Restitution/Public Property Damage Recovery	175,445	72,000	72,069	26,000	(46,000)	26,000	-
Police Department Sales	7,373	8,487	3,061	5,000	(3,487)	5,000	-
Transfers In	-	-	-	-	-	-	-
Total Other	**2,264,300**	**2,356,098**	**2,366,866**	**2,277,240**	**(78,858)**	**2,018,071**	**(259,169)**
Total General Fund Revenue	**$ 46,452,836**	**$ 45,639,453**	**$ 46,049,743**	**46,092,770**	**453,317**	**46,922,397**	**829,627**

RESOLUTION NO. 2025-042

RESOLUTION OF THE CITY COUNCIL OF THE CITY OF CITRUS HEIGHTS, CALIFORNIA, ESTABLISHING AN APPROPRIATION LIMIT FOR FISCAL YEAR 2025/26

WHEREAS, Article XIIIB of the California Constitution provides that the total annual appropriations subject to limitation of each governmental entity, including this City, shall not exceed the appropriation limit of such entity of government for the prior year adjusted for changes in population and inflation mandated by Proposition 4 passed in November 1979 and Proposition 111 passed in June 1990 except as otherwise provided for in said Article XIIIB and implementing State statutes; and

WHEREAS, pursuant to said Article XIIIB of said California Constitution, and Section 7900 et seq. of the California Government Code, the City is required to set its appropriation limit for each fiscal year. In setting said limit, the City is required to select the following factors: 1) California Per Capita Income, multiplied by 2) the greater of city or county population growth; and

WHEREAS, the City of Citrus Heights reserves the right to change or revise any growth factors associated with the calculation of the Proposition 111 limit, if such changes or revisions would result in a more advantageous appropriation limit; and

WHEREAS, pursuant to Section 7910 of said California Government Code, the City Manager has made available to the public the documentation used in the determination of said appropriation limit.

NOW THEREFORE BE IT RESOLVED by the City Council of the City of Citrus Heights that the factors used in determining the 2025/26 appropriation limit will be the California Per Capita Income change and the percentage change in population for the County of Sacramento. The appropriation limit for Fiscal Year 2025/26 is $74,204,380.

PASSED AND ADOPTED by the City Council of the City of Citrus Heights, California, this 11th day of June, 2025, by the following vote, to wit:

AYES:	**Council Members:**	**Middleton, Nelson, Schaefer, Karpinski-Costa**
NOES:	**Council Members:**	**None**
ABSTAIN:	**Council Members:**	**None**
ABSENT:	**Council Members:**	**Lopez-Taff**

Dr. Jayna Karpinski-Costa

Dr. Jayna Karpinski-Costa, Mayor

ATTEST:

Amy Van

Amy Van, City Clerk

Exhibits

A. Appropriation Limit FY 25/26 Calculation

City of Citrus Heights
Appropriation Limit Calculation
Fiscal Year 2025-26

The Appropriation Limit Calculation is required by Article XIIIB of the California State Constitution. It consists of the classification of appropriated revenues into proceeds and non-proceeds of taxes for the 2021-22 fiscal-year. The most favorable population and cost-of-living factors are then applied to the appropriation limit calculation from the previous fiscal year.

Fiscal Year 2024-25 General Fund Revenues	46,092,770
Less: Nonproceeds of Taxes	6,293,702
Plus: User Fees in excess of costs	-
Total Appropriations Subject to the Limit	39,799,068

Fiscal Year 2024-25 Appropriation Limit	70,121,455

A. Cost of Living Adjustment - CPI*	1.0644
B. Population Adjustment **	0.9942
Change Factor (A x B)	1.0582265

Increase in the appropriation limit	4,082,925
Fiscal Year 2025-26 Appropriation Limit	74,204,380
Remaining appropriation capacity	34,405,313
Available capacity as a percent of the appropriation limit	46.37%

** Based on percentage change in California per capita personal income.*
*** Based on annual population change for the County of Sacramento.*

RESOLUTION NO. 2025-043

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF CITRUS HEIGHTS, CALIFORNIA, APPROVING THE FIVE-YEAR CAPITAL IMPROVEMENT PROGRAM FOR FISCAL YEARS 2025/2026-2029/2030

WHEREAS, the City is charged with maintaining the public rights of way within the boundaries of Citrus Heights; and

WHEREAS, as required by law in conjunction with administering of a General Plan, the City must maintain and regularly update a Capital Improvement Program (CIP); and

WHEREAS, to adequately plan for resources and expenditures, the General Services Department incorporates all major construction and maintenance projects into the CIP; and

WHEREAS, the City's Planning Commission has reviewed and found the CIP to be consistent with the City's General Plan, meeting numerous General Plan Goals and Policies via project implementation; and

WHEREAS, all projects contained within the CIP with expenditures programmed in the first two years must incorporate those funding sources and amounts into the City's budget; and

WHEREAS, the City Council has approved the budget for Fiscal Years 2025/2026 and 2026/2027, and therefore has approved the expenditures for the respective projects and programs included in the CIP.

NOW, THEREFORE, BE IT RESOLVED AND ORDERED by the City Council of the City of Citrus Heights, that the Five-Year Capital Improvement Program for Fiscal Years 2026 - 2030 is hereby approved, and that a copy of the document shall be maintained in the City Clerk's Office for public view.

The City Clerk shall certify the passage and adoption of this Resolution and enter it into the book of original resolutions.

PASSED AND ADOPTED by the City Council of the City of Citrus Heights, California, this 11th day of June 2025 by the following vote, to wit:

AYES:	**Council Members:**	**Middleton, Nelson, Schaefer, Karpinski-Costa**
NOES:	**Council Members:**	**None**
ABSTAIN:	**Council Members:**	**None**
ABSENT:	**Council Members:**	**Lopez-Taff**

Dr. Jayna Karpinski-Costa

Dr. Jayna Karpinski-Costa, Mayor

ATTEST:

Amy Van

Amy Van, City Clerk

Exhibits

A. Five-Year Capital Improvement Program FYs 2026-2030

Exhibit A

PROJECT	FY 2025/2026	FY 2026/2027	FY 2027/2028	FY 2028/2029	FY 2029/2030	Totals
Advanced Traffic Management	175,000	175,000	175,000	175,000	175,000	875,000
Amsell Court Storm Drain Improvements	-	-	-	440,000	1,660,000	2,100,000
Antelope Road-I/80 Safety Improvements Project	-	200,000	300,000	-	-	500,000
Arcade Creek Repairs at Mel Court	260,000	-	-	-	-	260,000
Arcade-Cripple Creek Trail Project - Mariposa Extension	505,000	768,500	325,000	5,749,000	-	7,367,500
Arcade-Cripple Creek Trail Project - Sylvan to Stock Road	535,000	760,000	-	2,200,000	-	3,495,000
Auburn Boulevard Complete Street Revitalization	14,625,000	4,877,000	-	-	-	19,502,000
Blayden Court Storm Drain Improvements	-	-	-	300,000	750,000	1,050,000
Chula Vista Storm Drain Improvements	-	-	-	350,000	600,000	950,000
Creek Erosion & Bridge Scour Protection	360,000	650,000	-	-	-	1,010,000
Cripple Creek Repairs Project	150,000	150,000	3,400,000	3,500,000	-	7,200,000
Facilities Enhancements, Maintenance and Information Technology	1,025,000	415,000	125,000	-	-	1,565,000
Gateway Activation Project	400,000	-	-	-	-	400,000
Intelligent Transportation Safety Enhancements	451,750	1,373,939	-	-	-	1,825,689
Mariposa-Sylvan Valley Storm Drain Improvements	-	-	100,000	100,000	750,000	950,000
Minnesota, Anderson and Canady Infiltration Basins and Storm Drain Improvements	-	-	-	350,000	1,000,000	1,350,000
Multi-Modal Transportation Safety Improvements Project Implementation	105,000	105,000	105,000	105,000	105,000	525,000
Neighborhood Areas Drainage Master Plans	-	125,000	125,000	-	-	250,000
Old Auburn Complete Street Project Ph 1	2,156,000	-	12,601,000	9,350,000	-	24,107,000
Pavement Restoration Program	8,310,000	8,050,000	8,050,000	8,050,000	8,050,000	40,510,000
Roseville Road Buttermut Drive Safety Improvements	389,000	1,359,730	-	-	-	1,748,730
San Juan Complete Streets Phase 1B	2,243,000	1,746,000	-	-	-	3,989,000
Sunrise Blvd Complete Streets	-	500,000	500,000	500,000	-	1,500,000
Wonder Street Storm Drain Improvements	-	-	-	150,000	450,000	600,000
	$ 31,689,750.00	$ 21,275,169.00	$ 25,806,000.00	$ 31,319,000.00	$ 13,540,000.00	$ 123,629,919.00

Glossary of Budget Terminology

Appropriation: An authorization by City Council to make expenditures and incur obligations for a specific purpose within a specific timeframe.

Assessed Valuation: A dollar value placed on real estate or other property by Sacramento County as a basis for levying property taxes.

Assessment District: Defines area of land that is benefited by the acquisition, construction, or maintenance of a public improvement. An assessment is levied and collected in the regular property tax bill to fund the improvements.

Audit: Scrutiny of the City's accounts by an independent auditing firm that determines whether the City's financial statements are fairly presented in conformity with generally accepted accounting principles. An independent audit is performed annually.

Beginning Balance: Unencumbered resources available in a fund from the prior fiscal year after payment of prior fiscal year expenditures.

Bond: Capital raised by issuing a written promise to pay a specified sum of money, called the face value or principal amount, with interest at predetermined intervals.

Budget: A fiscal plan of financial operation, listing an estimate of proposed applications or expenditures and the proposed means of financing them.

Capital Improvement Program (CIP): The five-year financial plan for improving assets and integrating debt service and capital assets maintenance, adopted in a separate budget document and updated annually.

Community Development Block Grant (CDBG): a program designed by the U.S. Department of Housing and Urban Development to revitalize low-and moderate-income areas within a city.

Deficit: An excess of expenditures over revenues (resources).

Department: An organizational unit comprised of divisions of functions. It is the basic unit of service responsibility encompassing a broad mandate or related activities.

Expenditure: The actual payment for goods and services.

Fiscal Year (FY): The period designated by the City for the beginning and ending of financial transactions. The City of Citrus Heights fiscal year begins July 1st and ends June 30th of each year.

Gas Tax: Administered by the State Board of Equalization, this is a 57.9 cents per gallon tax (as of July 2023) on fuel used to propel a motor vehicle or aircraft. Use of the revenue is for research, planning construction, improvement, maintenance, and operation of public streets and highways, or public mass transit.

General Fund: The fund used to account for all financial resources except those required to be accounted for in another fund.

General Plan: California State law requires each city to adopt a General Plan that describes the direction the city will take concerning its future development.

Healthy Cities Grant: A State grant received by the City to help in its efforts to enhance neighborhood livability in Citrus Heights by the involvement of residents and businesses in clean-up and beautification programs and efforts.

Infrastructure: Facilities on which the continuance and growth of the community depend on, such as roads, water lines, sewers, public buildings, etc.

Measure A: This funding source was approved by Sacramento County voters in the form of a ½ cent sales tax in the late 1980s to fund specific transportation projects. When Citrus Heights incorporated, Measure A funds programmed for County transportation projects within Citrus Heights became available to the City as a funding source for those projects previously under County jurisdiction.

Motor Vehicle-in-Lieu: A State vehicle fee imposed on motorists for the privilege of operating a motor vehicle on the public highways. It is imposed "in-lieu" of a local property tax.

Property Tax: Property tax is imposed on real property (land and permanently attached improvements such as a building) and tangible personal property located within the City. The tax compromises one percent of the assessed value of the property.

Residents' Empowerment Association of Citrus Heights (REACH): A coalition of Citrus Heights Neighbors working together.

Redevelopment Property Tax Trust Fund: On February 1, 2012, the Community Redevelopment Agency of the City of Citrus Heights was dissolved. The City of Citrus Heights as Successor Agency and its Oversight Board are responsible for the wind down of the agency. Property tax revenue remitted from the County into the Redevelopment Property Tax Trust Fund will be used to pay off obligations and complete projects that have enforceable obligations and are listed on the Recognized Obligation Payment Schedule.

Reserved Fund Balance: Accounts used to record a portion of the fund balance legally segregated for a specific use and not available for appropriation.

Resolution: A special order of the City Council which has a lower legal standing than an ordinance.

Revenue: Annual income received by the City.

Revenue Neutrality: The Cortese-Knox local Government Reorganization Act ("The Cortese-Knox Act"), which establishes procedures for changes in local government organizations, including city incorporation, was amended by the State Legislature in 1992. The 1992 Amendment was the "revenue neutrality" statute (Government Code 56845). Revenue neutrality addresses the process and outcome of how revenues and expenditures will be allocated to the newly incorporated agency (the new city) and the larger agency that the incorporated area came from (the county). For more information on revenue neutrality, refer to Government Code Section 56842.

Request for Proposal for Services (RFP): A document that solicits proposal, often made through a bidding process by an agency or company interested in procurement of a commodity, service, or

valuable asset, to potential suppliers to submit business proposals.

Risk Management: The process for conserving the earning power and assets of the City by minimizing the financial effect of accidental losses.

Salaries and Benefits: A budget category which generally accounts for full-time and temporary employees, overtime, and all employee benefits, such as medical, dental, and retirement.

Sacramento Regional County Solid Waste Authority (SWA): SWA is a joint powers authority that oversees commercial waste management in the City of Sacramento and the unincorporated areas of Sacramento County.

Taxes: Compulsory charges levied by a government for the purpose of financing service performed for the common benefit.

Transient Occupancy Tax (TOT): A tax imposed on travelers who stay in temporary lodging facilities within the City. Also referred to as a Hotel/Motel Tax.