

**BUDGET/PERSONNEL
COMMITTEE
AGENDA PACKET**



**SAND CITY COUNCIL CHAMBERS
FRIDAY, MAY 8, 2020
12:00 P.M. (Noon)**

AGENDA

BUDGET/PERSONNEL COMMITTEE

Friday, May 8, 2020
12:00 PM (Noon)
Sand City Council Chambers
1 Pendergrass Way, Sand City, CA 93955

As allowed per the State of California Governor's Executive Order N-29-20, this meeting will be conducted by telephone. Members of the public may call in to:

Dial-in number: (425) 436-6361

Access code: 549824

How to Submit Public Comments:

Written: All comments received before 8:00 am the day of the meeting will be posted on the City's website as "Correspondence" under the relevant agenda item and provided to the City Council members at the meeting. Please email your comments to aaron@sandcityca.org.

Read Aloud During the Meeting: Email your comments to aaron@sandcityca.org when the Mayor opens the public comment period for the relevant agenda item; please indicate the agenda item and title in your email subject line. If you want your comment read aloud, prominently write "Read Aloud at Meeting" at the top of the email and your comments will be read into the record (not to exceed three minutes at staff's cadence).

1. CALL TO ORDER

2. ROLL CALL

3. COMMUNICATIONS

Members of the Public may address the Budget/Personnel Committee on matters not appearing on the Budget/Personnel Committee Agenda at this time for up to three minutes. In order that the Budget/Personnel Committee Secretary may later identify the speaker in the minutes of the meeting, it is helpful if the speakers state their names. Public comments regarding items on the scheduled agenda will be heard at the time the item is being considered by the Budget/Personnel Committee.

4. NEW BUSINESS

- a. Approval of April 23, 2020 Sand City Budget/Personnel Committee Meeting Minutes
- b. Review and Discussion of Fiscal Year 2020-21 Budget and Capital Improvement Program
- c. Discussion of FY 20-21 Donations and Contributions to Local Agencies

5. CLOSED SESSION

a. Budget/Personnel Committee to adjourn to Closed Session regarding:

1) Public Employee Employment pursuant to Government Code Section 54957,
Position: City Attorney

b. Re-adjourn to Open Session to report any action taken at the conclusion of
Closed Session in accordance with Cal. Gov Code section 54957.1.

6. ADJOURNMENT

Agenda Item

4a

MINUTES
BUDGET/PERSONNEL COMMITTEE

Thursday, April 23, 2020
11:00 AM
Sand City Council Chambers

As allowed per the State of California Governor's Executive Order N-29-20, this meeting was by teleconference.

Agenda Item 1, CALL TO ORDER

Committee Member Carbone called the meeting to order at 11:00 a.m.

Agenda Item 2, ROLL CALL

Members Present: Committee Member Mary Ann Carbone
 Committee Member Kim Cruz
 Staff Member Aaron Blair
 Staff Member Connie Horca

Guest: Police Chief Brian Ferrante

Agenda Item 3, COMMUNICATIONS

11:03 a.m. Committee Member Carbone opened the floor for public comment.

There were no comments from the Public in person, via writing or through telecommunications.

11:03 a.m. Committee Member Carbone closed the floor for public comment.

Agenda Item 4, NEW BUSINESS

a. Approval of Sand City Budget/Personnel Committee meeting minutes for February 13, 2020

There was no discussion of the February 13, 2020 Budget/Personnel Committee meeting minutes.

Motion to approve the February 13, 2020 Sand City Budget/Personnel Committee meeting minutes was made by Committee Member Carbone, seconded by Committee Member Cruz. There was consensus of the Committee Members to approve the minutes. Motion carried.

b. Review of Amendment #2 to the Fiscal Year Budget and CIP for 2019-2020 due to COVID-19

Staff Member Aaron Blair reported that on page 7 of the packet, the proposed Amendment #2 to the fiscal year 2019-2020 budget is coronavirus related. HdL provided the City 3 years sales and use tax budget estimates which reflects the 9.1% decrease in sales tax and 10.7% decrease in Measure J funds. The highlighted items are items that Staff has considered. The revenues were adjusted and expenses were cut.

In response to Committee Member Cruz' question regarding any Covid related grants available to cities, Staff Member Blair replied that the City can receive refunds with anything regarding Covid related expenses. He further clarified questions regarding the projections used by HdL and included the potential \$100,000 ninety-day delay in revenues. The next two months would involve a 20% cut in expenses.

Staff Member Blair responded to Committee Member Carbone's comment regarding technology and electrical upgrades, and the possibility of receiving some kind of reimbursement towards off-site meetings being held due to the pandemic. Staff had included estimates for City issued I-pads for the Council which would also save Staff the trouble of printing paper packets. Every department has made cuts within their budgets with other departments reflecting deeper cuts. The budget also reflects a \$50,000 expense for Covid related expenses.

The Committee discussed the difficulty of interpreting the budget and the possibility of working with finance staff to make it more legible. There was further discussion regarding the City Attorney contract and the increased expense in the Legal Counsel department. Staff Member Blair explained the increase to city attorney services and suggested that it can be brought back to the Committee at a future meeting for discussion and review.

In response to Committee Member Cruz's inquiry regarding employee overtime costs, Staff Member Blair indicated that he

would ensure that the actuals match the proposed expenses for that line item. Council Member Cruz received an explanation from Committee Member Carbone regarding the HOPE Program and services they have provided to the City the past several years.

There was further discussion regarding the Legal Counsel Departments increased expenses and additional costs for legal expenses that were associated with the South of Tioga project, update of the Personnel Manual, and conversations that previously occurred subjective to making the City attorney as an employee under former management. Staff Member Blair suggested that the next Budget/Personnel Committee agenda should include discussion regarding the City Attorney's contract.

Committee Member Carbone expressed her concern that the Amendment #2 to the Budget thoroughly reflects accurate numbers. She also mentioned other agencies who are advising employees to take furlough days.

Staff Member Blair responded to Committee Member Cruz's comment regarding a hiring freeze and a possible impact for next fiscal year 2020-2021 budget due to the coronavirus pandemic.

Staff received confirmation to place the Amendment #2 to the Fiscal Year 2019-2020 Budget for Council consideration at the next regularly scheduled Council meeting.

c. Review of Draft #1 of the Fiscal Year Budget and CIP for 2020-2021

Staff Member Blair reported that for the proposed budget, the highlighted items are the projected revenue for the next fiscal year as reported by HdL. It reflects an amount that is slightly higher; however, it does not depict the coronavirus impacts. There is very little increase in revenue and the City would need to stay on the course that it is presently moving towards.

Staff would like to move towards the small things on the capital improvement list for those property owners who would like to make minor improvements to their properties, and that the City needs to be strategic in thoroughly reviewing the capital improvement plan. The next Budget meeting should have an updated Capital Improvement Plan (CIP) as well as any

updates to the proposed fiscal year 2020-21 budget. Staff would like to leave items related to grant funding, assistance in the local economy, and life safety in the CIP.

Committee Member Carbone confirmed that the annual City Barbeque will be postponed and possibly cancelled due to the coronavirus. There has been no decision regarding the West End Celebration to date and the coordinator would like to wait until June to make a decision.

Agenda Item 5, ADJOURNMENT

Motion to adjourn the Budget/Personnel Committee meeting was made by Committee Member Cruz, seconded by Committee Member Carbone. There was consensus of the Budget/Personnel Committee to adjourn the meeting at 11:39 a.m. to the next Budget/Personnel Committee meeting to be determined.

Respectfully submitted:

Connie Horca, B/P Committee Clerk

Agenda Item

4b

Proposed City FY 20-21
Revenues

REVENUE ACCOUNT #	Description	Actual Revenues FY 18-19	Actual Revenues thru 3/31/20 FY 19-20	Adopted Amend #2 Budget FY 19-20	Proposed Budget FY 20-21
Dept 00-General					
4005-00	Property Tax	90,662.71	51,343.26	92,000.00	90,000.00
4006-00	ROPS Residual	132,529.56	1,202.84	132,000.00	100,000.00
4008-00	SA Admin Fees Reimbursement	73,283.33	86,688.31	126,105.00	160,000.00
4010-00	Prior Year Tax	1,342.81	623.97	1,500.00	1,500.00
4012-00	Property Tax VLF	35,490.00	18,354.50	36,800.00	37,000.00
4015-00	Property Tax - SB 813	13,220.58	5,232.77	12,000.00	12,000.00
4020-00	Prop Tax Transfer	11,535.99	5,953.75	12,000.00	12,000.00
4025-00	Users Tax	148,068.11	89,032.02	150,000.00	150,000.00
4030-00	Sales/Use Tax	2,849,989.62	1,639,939.51	2,560,000.00	2,587,600.00
4032-00	Transaction/ Use Tax	2,513,208.71	1,401,472.08	2,239,000.00	2,320,000.00
4033-00	Business License CASP Fee 90%	1,501.90	1,458.00	1,500.00	1,500.00
4035-00	Cable Franchise	6,981.59	3,468.46	7,000.00	7,000.00
4040-00	Refuse Franchise	56,742.69	26,877.27	57,000.00	55,000.00
4045-00	PG & E Gas Franchise	2,450.38		2,500.00	2,900.00
4050-00	PG & E Electric Franchise	28,811.49		30,000.00	28,500.00
4055-00	Business License	484,023.35	492,375.89	495,000.00	495,000.00
4060-00	Bus Lic Late Fee	3,278.85	2,684.87	2,700.00	2,500.00
4340-00	Property Tax - HOPTR	430.14	61.54	500.00	500.00
4350-00	Sanitation District Impact Fees	7,618.98	8,854.55	8,900.00	8,500.00
4410-00	Interest City Checking/CD/Property Tax	935.81	573.58	1,000.00	1,000.00
4411-00	Interest - OPEB	190.25	53.02	100.00	100.00
4413-00	Interest - City Housing	106.44	1,486.96	2,000.00	2,000.00
4420-00	Interest - LAIF	140,031.31	82,890.93	140,000.00	140,000.00
4450-00	Interest - TVI CDs	20,521.94	17,128.35	21,000.00	21,000.00
4500-00	West End Revenue	51,292.50	53,234.16	54,000.00	50,000.00
4550-00	Publications -Copies	8.00	74.20	100.00	100.00
4710-00	Mitigation	2,603.59		1,300.00	1,300.00
4730-00	Misc. Revenue	21,411.36	4,198.50	5,000.00	5,000.00
4732-00	Reimbursements	2,840.17	2,160.05	3,000.00	3,000.00
4740-00	Rental/Lease	17,109.36	14,257.80	17,200.00	17,200.00
	SUB TOTAL	6,718,221.52	4,011,681.14	6,211,205.00	6,312,200.00

Proposed City FY 20-21
Revenues

REVENUE ACCOUNT #	Description	Actual Revenues FY 18-19	Actual Revenues thru 3/31/20 FY 19-20	Adopted Amend #2 Budget FY 19-20	Proposed Budget FY 20-21
Dept 05-Planning					
4120-05	Coastal Development Permit	2,000.00	500.00	1,000.00	1,000.00
4125-05	Conditional Use Permit	2,000.00	3,500.00	4,000.00	3,000.00
4126-05	Temporary Use Permit	0.00	100.00	100.00	100.00
4145-05	Site Plan Permit	1,500.00	100.00	500.00	1,000.00
4154-05	Misc. Planning Fees	3,938.75	1,277.00	1,500.00	1,000.00
4155-05	Design Permit - DRC	500.00	250.00	400.00	200.00
4156-05	Sign Permit - Master Sign Program				350.00
4157-05	Tentative Maps				1,000.00
4158-05	Final Map - Parcel Map				500.00
4159-05	CEQA Fees				1,000.00
4160-05	Reimbursement of Planning Fees				5,000.00
4219-05	Parking Permit	400.00	400.00	400.00	400.00
	SUB TOTAL	10,338.75	6,127.00	7,900.00	14,550.00
Dept 06-Building					
4115-06	Building Permit Fee	2,589.36	34,658.28	37,500.00	21,500.00
4165-05	Plan Check Fee	1,548.74	23,240.28	25,000.00	34,500.00
	SUB TOTAL	4,138.10	57,898.56	62,500.00	56,000.00
Dept 08-Police					
4210-08	Traffic Fines - County	3,811.75	2,702.84	3,000.00	3,000.00
4221-08	Parking Violations	10,418.00	7,810.00	10,000.00	12,000.00
4325-08	Vehicle License Fees	189.32	314.18	500.00	400.00
4330-08	Prop 172 - County	373.83	230.40	400.00	400.00
4335-08	Post Training Reimbursement	2,644.40	1,087.66	2,500.00	2,500.00
4515-08	Dog Licensing	20.00	5.00	20.00	20.00
4524-08	Asset Forfeiture	240.22		250.00	250.00
4525-08	Unclaimed Property	0.00	20.00	100.00	100.00
4560-08	Police Reports	220.00	250.00	300.00	400.00
	SUB TOTAL	17,917.52	12,420.08	17,070.00	19,070.00
Dept 11-Public Works					
10-4150-11	Building Development Fee	0.00	2,206.50	2,500.00	2,500.00
10-4160-11	Reimbursement of Engineer Fees	18,870.50	28,319.00	35,000.00	35,000.00
38-4302-11	Measure X/TAMC Sales Tax for Streets	29,540.37	24,014.59	30,000.00	30,000.00
31-4305-11	Gas Tax-2105	2,161.74	1,443.59	2,200.00	2,300.00
31-4305-11	Gas Tax-2106	5,744.46	3,806.18	5,800.00	5,800.00
31-4305-11	Gas Tax-2107	2,718.61	1,751.67	2,800.00	2,800.00
31-4305-11	Gas Tax-2107.5	1,000.00	1,000.00	1,000.00	1,000.00
31-4305-11	Gas Tax-2103	1,316.26	2,104.82	3,000.00	3,500.00
37-4306-11	SB1 - RMRA - Road Maintenance & Rehab	7,093.08	4,908.53	7,300.00	7,300.00
31-4307-11	Traffic Congestion Relief - Prop 42	444.32	446.32	500.00	500.00
35-4205-11	Ca Code Fines - County	1,020.10	550.29	1,100.00	1,100.00
	SUB TOTAL	69,909.44	70,551.49	91,200.00	91,800.00

Proposed City FY 20-21
Revenues

REVENUE ACCOUNT #	Description	Actual Revenues FY 18-19	Actual Revenues thru 3/31/20 FY 19-20	Adopted Amend #2 Budget FY 19-20	Proposed Budget FY 20-21
	Lease Revenue				
4833-00	Cal-Am Lease	850,000.00		850,000.00	850,000.00
	SUB TOTAL	850,000.00	0.00	850,000.00	850,000.00
	Grants				
4069-08	COPS Grant - County	148,746.54	114,280.97	156,000.00	156,000.00
4068-08	In Car Computing Grant		12,190.00	12,200.00	0.00
4647-08	Bulletproof Vest Grant	1,591.23	530.41	1,000.00	1,100.00
4733-00	Recycling Grant	5,000.00	5,000.00	5,000.00	5,000.00
4836-08	CSA 74 EMS Grant - County	2,500.00	2,500.00	2,500.00	2,500.00
4729-00	MBASIA Fitness/Safety Grant	7,500.00	7,500.00	7,500.00	7,500.00
	SUB TOTAL	165,337.77	142,001.38	184,200.00	172,100.00
	SUB TOTAL RECURRING REVENUES	7,835,863.10	4,300,679.65	7,424,075.00	7,515,720.00
	Special Project Revenues				
4522-11	Street Sweeper Sale	0.00		0.00	55,000.00
4530-00	South of Tioga Reimbursements	0.00	137,054.43	150,000.00	125,000.00
4531-00	South of Tioga Plan Check Fees				109,000.00
4532-00	South of Tioga Building Permit Fees				146,800.00
	SUB TOTAL	0.00	137,054.43	150,000.00	435,800.00
	Grants				
	Calabrese Park CDBG Grant	0.00		60,000.00	30,000.00
6393-00	CalTrans Sustainable Grant	0.00		48,700.00	99,200.00
	SUB TOTAL	0.00	0.00	108,700.00	129,200.00
	Sub Total Special Project/Grant Revenues	0.00	137,054.43	258,700.00	565,000.00
	Grand Total Revenues	7,835,863.10	4,437,734.08	7,682,775.00	8,080,720.00

Proposed City FY 20-21
Expenditures

ACCOUNT NUMBER	Description	Actual Expenses FY 18-19	Actual Expenses thru 3/31/20 FY 19-20	Adopted Amend #2 Budget FY 19-20	Proposed Budget FY 20-21
NON DEPARTMENT					
5000-00	Municipal Code Updates	2,132.80	3,257.25	3,500.00	3,000.00
5001-00	Public Agency Memberships	24,939.81	25,186.24	33,000.00	16,000.00
5002-00	Voluntary Memberships	10,351.00	12,051.00	13,000.00	15,000.00
5005-00	Arts Committee	59.88	558.31	15,000.00	15,000.00
5006-00	COVID-19 Expense			15,000.00	25,000.00
5025-00	Dues and Subscriptions	1,437.00	180.00	200.00	500.00
5070-00	Health Benefit Surcharges	620.70	525.35	800.00	800.00
5202-00	Concern EAP Program Premium	923.40	941.64	950.00	1,000.00
5425-00	IT Support	4,347.00	3,675.00	5,000.00	5,000.00
5720-00	Auto Maintenance - City Vehicles				5,000.00
5910-00	Donations/Contributions	12,836.10	4,860.39	6,000.00	10,000.00
5920-00	Advertising	2,563.77		0.00	0.00
5930-00	Miscellaneous Expense	1,208.32	5,353.13	6,500.00	5,000.00
5935-00	Office Equipment Maintenance	8,647.04	4,786.51	8,500.00	8,500.00
5940-00	Office Supplies	31,761.90	17,873.31	30,000.00	30,000.00
5945-00	Telephone	1,030.55	653.71	1,100.00	1,100.00
5950-00	Physical Exams	120.00		0.00	500.00
5955-00	Public Official Bond Premium	1,000.00	1,050.00	1,050.00	1,100.00
5960-00	Utilities	19,409.25	12,611.51	20,000.00	20,000.00
5970-00	Equipment Purchase	657.24	2,015.01	2,500.00	5,000.00
5980-00	Bank Charges	390.00	145.00	400.00	400.00
5998-00	Internet	2,153.89	1,513.98	2,000.00	2,000.00
SUB TOTAL NON DEPARTMENT		126,589.65	97,237.34	164,500.00	169,900.00
CITY COUNCIL					
5025-01	Dues/Subscriptions	947.00	150.00	500.00	500.00
5030-01	Auto Allowance	2,400.00	1,800.00	2,500.00	2,400.00
5065-01	Dental	5,108.08	3,190.77	4,300.00	4,800.00
5066-01	Vision	917.68	599.04	800.00	900.00
5070-01	Health Benefits	58,030.50	47,479.50	63,300.00	63,300.00
5073-01	Pers Retirement EE	777.58	414.72	700.00	700.00
5075-01	Pers Retirement	1,306.25	746.36	1,200.00	1,200.00
5078-01	PERS Survivor Benefits	237.60		70.00	120.00
5079-01	Deferred Comp	2,800.00	3,200.00	4,800.00	4,800.00
5080-01	FICA/ Medicare	3,323.87	3,190.51	4,400.00	4,500.00
5085-01	SUI	345.46	223.99	400.00	400.00

Proposed City FY 20-21
Expenditures

ACCOUNT NUMBER	Description	Actual Expenses FY 18-19	Actual Expenses thru 3/31/20 FY 19-20	Adopted Amend #2 Budget FY 19-20	Proposed Budget FY 20-21
5095-01	Training & Conferences	18,083.23	7,686.26	9,000.00	12,000.00
5110-01	Council Meetings	17,700.00	13,500.00	15,000.00	18,000.00
5120-01	Elections	805.87		0.00	2,500.00
5130-01	Contingency Funds	8,899.98		0.00	0.00
5131-01	Website Design	0.00	2,700.00	6,750.00	4,000.00
5137-01	GASB 68 - Unfunded Liability	4,325.78	2,367.27	2,400.00	2,700.00
5925-01	Liability Premium	12,453.12	9,258.43	9,300.00	9,500.00
5945-01	Council Phones	3,985.16	2,613.75	4,000.00	4,000.00
5965-01	Workers Comp Premium	17,422.85	1,151.16	1,200.00	1,500.00
5970-01	Equipment Purchase	6,133.99	2,556.27	2,600.00	5,000.00
5985-01	Exercise Program	1,080.00	810.00	1,100.00	1,100.00
SUB TOTAL CITY COUNCIL		167,084.00	103,638.03	134,320.00	143,920.00
ADMINISTRATION					
5020-02	Contract Services - Personnel	46,625.00	328.13	350.00	0.00
5020-02	Contract Services - Misc	3,100.00	11,600.00	12,000.00	0.00
5020-02	Contract Services - Admin Recruitment	17,253.04	8,144.73	8,200.00	0.00
5025-02	Dues/Subscriptions	774.00	2,076.00	2,100.00	2,000.00
5030-02	Auto Allowance	2,250.00	2,850.00	3,500.00	3,600.00
5035-02	Granicus - Agenda Management Fee	0.00	3,300.00	3,300.00	3,630.00
5040-02	Salaries	314,555.84	250,235.81	350,600.00	327,500.00
5042-02	Cash Outs - PTO Accruals	21,232.00	10,985.73	40,000.00	0.00
5055-02	Overtime Paid	0.00		0.00	1,000.00
5060-02	Long Term Disability	2,541.96	1,749.06	2,800.00	2,200.00
5065-02	Dental	2,108.00	1,731.31	2,700.00	4,100.00
5066-02	Vision	385.44	314.70	500.00	650.00
5067-02	Life Insurance	524.40	420.30	600.00	600.00
5070-02	Health Benefits	43,522.96	34,818.30	49,100.00	50,700.00
5072-02	Health Benefits - Admin Retirees	13,988.34	10,569.96	14,100.00	18,500.00
5073-02	Pers Retirement EE	15,422.68	10,552.56	15,000.00	8,600.00
5075-02	Pers Retirement	30,729.09	25,568.03	41,000.00	34,200.00
5078-02	PERS Survivor Benefits	283.25		110.00	170.00
5079-02	Deferred Comp	2,550.00	1,200.00	2,600.00	2,400.00
5080-02	FICA/Medicare	5,139.26	3,990.29	5,700.00	5,100.00
5085-02	CA SUI	617.32	595.00	700.00	700.00
5095-02	Training & Conferences	12,728.28	9,624.46	10,000.00	10,000.00
5130-02	Contingency Funds	5,212.50		0.00	0.00
5137-02	GASB 68 - Unfunded Liability	63,981.48	69,738.83	69,800.00	76,000.00
5210-02	Payroll Processing/Shred Services	4,875.27	3,856.56	5,500.00	5,000.00
5220-02	Appraisals	0.00	6,500.00	6,500.00	7,500.00
5425-02	IT Support	4,977.00	3,696.00	5,000.00	5,000.00
5925-02	Liability Premium	7,471.86	9,834.83	9,850.00	10,000.00
5945-02	Admin Phones	3,730.12	2,312.76	3,500.00	3,500.00
5965-02	Workers Comp Premium	21,430.10	26,860.33	26,900.00	28,000.00
5970-02	Equipment Purchase	5,181.62	3,682.32	3,700.00	5,000.00
5985-02	Exercise Program	1,350.00	1,065.00	1,800.00	720.00
SUB TOTAL ADMINISTRATION		654,540.81	518,201.00	697,510.00	616,370.00

Proposed City FY 20-21
Expenditures

ACCOUNT NUMBER	Description	Actual Expenses FY 18-19	Actual Expenses thru 3/31/20 FY 19-20	Adopted Amend #2 Budget FY 19-20	Proposed Budget FY 20-21
FINANCE					
5020-03	Contract Services - General	2,500.00		0.00	0.00
5020-03	Contract Services - Bartel	12,500.00	2,500.00	23,500.00	0.00
5023-03	Sales Tax/Trans Tax Admin Fees	42,659.93	21,473.75	45,000.00	45,000.00
5025-03	Dues/Subscriptions	554.00	95.00	100.00	100.00
5030-03	Auto Allowance	1,800.00	1,350.00	1,800.00	0.00
5040-03	Salaries	186,759.69	144,550.53	192,800.00	103,900.00
5040-03	New Position	0.00		0.00	0.00
5042-03	Cash Outs - PTO Accruals	13,007.11	10,985.75	30,000.00	0.00
5060-03	Long Term Disability	2,295.48	1,721.61	2,300.00	1,100.00
5065-03	Dental	886.91	598.32	800.00	600.00
5066-03	Vision	160.15	112.32	200.00	110.00
5067-03	Life Insurance	362.16	271.62	400.00	200.00
5070-03	Health Benefits	19,519.30	14,243.85	19,000.00	12,700.00
5073-03	Pers Retirement EE	16,136.01	11,101.52	16,700.00	9,000.00
5075-03	Pers Retirement	27,106.50	19,979.92	30,000.00	17,400.00
5078-03	PERS Survivor Benefits	178.20		55.00	60.00
5079-03	Deferred Comp	1,800.00	1,200.00	1,800.00	1,200.00
5080-03	FICA/Medicare	2,941.16	2,281.32	3,000.00	2,000.00
5085-03	SUI	119.00	119.00	150.00	150.00
5095-03	Training/Conferences	1,893.26	2,051.92	2,200.00	1,000.00
5137-03	GASB 68 - Unfunded Liability	58,398.03	71,018.10	71,100.00	79,900.00
5405-03	Property Tax Fees	987.00		1,000.00	1,000.00
5410-03	Audit	43,650.00	49,500.00	49,500.00	50,000.00
5415-03	Financial Management Support	3,244.25	7,548.25	10,000.00	10,000.00
5425-03	IT Support	7,693.20	3,441.66	5,000.00	4,000.00
5440-03	BL/ Prop/Sales Tax Agreements (HDL)	18,093.12	13,850.94	20,000.00	20,000.00
5925-03	Liability Premium	3,735.96	4,719.28	4,750.00	5,000.00
5965-03	Workers Comp Premium	5,226.86	9,209.26	9,200.00	9,500.00
5970-03	Equipment Purchase	1,648.53	65.00	100.00	1,000.00
5985-03	Exercise	180.00	135.00	200.00	0.00
	SUB TOTAL FINANCE	476,035.81	394,123.92	540,655.00	374,920.00
ATTORNEY					
5072-04	Health Benefits - Retirees	3,200.37	3,216.63	4,300.00	4,300.00
5095-04	Conferences & Meetings	5,442.42	1,631.29	2,000.00	5,000.00
5137-04	GASB 68 - Unfunded Liability	0.00	2,367.27	2,400.00	0.00
5511-04	Attorney - Contract	143,114.34	153,985.20	252,000.00	252,000.00
5520-04	Special Projects	185.00		0.00	0.00
5521-04	Outside Counsel	243.88		0.00	0.00
5522-04	Attorneys Costs	169.94	303.89	500.00	500.00
5540-04	Legal Contingencies	27,825.00	2,160.00	5,000.00	0.00
5545-04	Outside Counsel/HR	0.00	35,842.50	40,000.00	40,000.00
	Muni Code Update	0.00		0.00	0.00
	SUB TOTAL ATTORNEY	180,180.95	199,506.78	306,200.00	301,800.00

**Proposed City FY 20-21
Expenditures**

ACCOUNT NUMBER	Description	Actual Expenses FY 18-19	Actual Expenses thru 3/31/20 FY 19-20	Adopted Amend #2 Budget FY 19-20	Proposed Budget FY 20-21
PLANNING					
5020-05	Contract Services - General	0.00		0.00	0.00
5020-05	Contract Services - EMC Planning	32,196.80	6,093.37	30,000.00	40,000.00
5020-05	Consult/Economic Analyst	0.00		0.00	0.00
5025-05	Dues/Subscriptions	1,483.00	507.00	500.00	500.00
5030-05	Mileage	450.00		200.00	0.00
5040-05	Salaries	189,658.70	79,848.45	106,500.00	109,200.00
5042-05	Cash Outs - PTO Accruals	13,880.90	3,813.86	3,850.00	4,000.00
5055-05	Overtime Paid	3,013.56	1,554.77	3,200.00	3,500.00
5060-05	Long Term Disability	1,211.80	732.60	1,000.00	1,000.00
5065-05	Dental	867.16	398.88	600.00	600.00
5066-05	Vision	152.44	74.88	100.00	110.00
5067-05	Life Insurance	379.44	264.33	400.00	400.00
5070-05	Health Benefits	18,200.46	9,495.90	12,700.00	12,700.00
5072-05	Health Benefits - Planning Retirees	9,200.33	7,107.24	8,800.00	9,400.00
5073-05	Pers Retirement EE	9,089.07	6,132.40	9,200.00	9,500.00
5075-05	PERS Retirement	16,656.84	11,036.72	16,600.00	18,200.00
5079-05	Deferred Comp	1,350.00	800.00	1,200.00	1,200.00
5080-05	FICA/Medicare	3,065.96	1,254.73	2,000.00	2,000.00
5085-05	SUI	130.94	119.00	150.00	150.00
5095-05	Training/Conferences	239.30	43.32	100.00	500.00
5137-05	GASB 68 - Unfunded Liability	40,189.68	40,243.59	40,300.00	47,900.00
5370-05	Planning - Misc.	1,573.89	402.50	1,000.00	1,000.00
5423-05	lwork	0.00	4,800.00	4,800.00	2,800.00
5425-05	IT Support	399.00	168.00	500.00	500.00
5920-05	Legal Advertising	4,095.73	4,042.78	6,000.00	4,000.00
5925-05	Liability Premium	3,735.96	3,818.65	3,850.00	4,000.00
5945-05	Planning Phones	496.47	314.60	500.00	500.00
5965-05	Workers Comp Premium	5,226.86	9,209.26	9,200.00	9,400.00
5970-05	Equipment Purchase	0.00	65.00	100.00	2,000.00
	SUB TOTAL PLANNING	356,944.29	192,341.83	263,350.00	285,060.00
BUILDING					
5319-06	Building Inspection Fees	0.00			181,250.00
5320-06	Plan Check Fees	4,796.73	13,562.18	35,000.00	16,200.00
	SUB TOTAL BUILDING	4,796.73	13,562.18	35,000.00	197,450.00

**Proposed City FY 20-21
Expenditures**

ACCOUNT NUMBER	Description	Actual Expenses FY 18-19	Actual Expenses thru 3/31/20 FY 19-20	Adopted Amend #2 Budget FY 19-20	Proposed Budget FY 20-21
PUBLIC SAFETY					
5020-08	Regional Crime Analyst - PRVNT	3,000.00		3,000.00	3,000.00
5020-08	Contract Services - Code Enforcement	9,360.00		0.00	10,000.00
5025-08	Dues and Subscriptions	1,043.00	1,503.00	1,700.00	2,000.00
5030-08	Auto Allowance	100.75	137.89	300.00	0.00
5040-08	Salaries	1,286,708.35	996,668.97	1,326,700.00	1,342,300.00
5042-08	Cash Outs - PTO Accruals	216,981.71	176,099.64	220,000.00	200,000.00
5043-08	Holiday Paid	7,027.24	2,213.80	10,000.00	7,500.00
5055-08	Overtime Paid	7,057.31	4,699.44	10,000.00	7,500.00
5060-08	Long Term Disability	3,342.00	2,377.05	3,200.00	3,300.00
5065-08	Dental	18,664.27	13,370.81	18,100.00	20,200.00
5066-08	Vision	2,933.71	2,095.21	2,900.00	3,000.00
5067-08	Life Insurance	2,130.84	1,571.13	2,100.00	2,500.00
5070-08	Health Benefits	202,579.20	150,351.75	202,600.00	202,600.00
5072-08	Health Benefits - Police Retirees	40,423.18	30,990.33	42,900.00	42,700.00
5073-08	Pers Retirement EE	114,872.80	79,140.59	96,700.00	99,000.00
5075-08	Pers Retirement	245,267.71	182,411.33	318,200.00	343,500.00
5077-08	Pers Replacement Benefit - Klein	8,714.85	6,685.08	9,000.00	7,000.00
5078-08	PERS Survivor Benefits	1,335.00		420.00	700.00
5079-08	Deferred Comp	15,050.00	9,328.45	15,600.00	13,800.00
5080-08	FICA/Medicare	26,305.09	19,480.33	28,000.00	28,000.00
5085-08	SUI	1,887.27	1,621.14	2,000.00	2,000.00
5095-08	Training/Conferences	6,797.00	6,096.81	7,500.00	10,000.00
5096-08	Post Training - Reimbursable	0.00		2,000.00	2,000.00
5130-08	Contingency Funds	0.00		0.00	0.00
5137-08	GASB 68 - Unfunded Liability	123,542.00	123,476.50	123,500.00	154,000.00
5425-08	IT Support	0.00	37,701.00	39,000.00	40,000.00
5710-08	Animal Regulation Services	2,480.00	2,560.00	3,500.00	3,000.00
5715-08	Auto Fuel	30,524.99	21,784.04	30,000.00	30,000.00
5720-08	Auto Maintenance - Police Vehicles	32,908.55	24,537.01	26,000.00	25,000.00
5721-08	Auto Detailing - Car Washes	2,150.99	2,405.00	2,500.00	2,500.00
5725-08	Criminal Justice & CLETS Systems	44,906.84	17,282.20	27,000.00	35,000.00
5727-08	911 Center - Dispatch Services	38,461.00		45,600.00	40,000.00
5740-08	Employment Screening	6,563.00		0.00	0.00

**Proposed City FY 20-21
Expenditures**

ACCOUNT NUMBER	Description	Actual		Adopted Amend #2 Budget FY 19-20	Proposed Budget FY 20-21
		Actual Expenses FY 18-19	Expenses thru 3/31/20 FY 19-20		
5745-08	Equipment Purchase	12,402.34	222.41	15,000.00	20,000.00
5746-08	Range Fees & Supplies	5,152.96	5,803.08	5,900.00	7,500.00
5747-08	SRU Annual Contribution	5,000.00	5,000.00	5,000.00	5,000.00
5760-08	Booking Fees	1,238.37		2,000.00	2,000.00
5765-08	Reserve Salaries	49,346.53	49,162.04	55,000.00	65,000.00
5770-08	Computer Equipment/Software	144.25	9,672.64	10,000.00	10,000.00
5773-08	Internal Investigations	0.00			5,000.00
5785-08	Police Supplies	11,027.28	4,473.19	10,000.00	8,000.00
5794-08	Special Skills	1,200.00	900.00	1,200.00	1,200.00
5795-08	Uniform Allowance/Purchase	15,215.48	8,160.51	13,000.00	13,000.00
5796-08	Education Benefit	44,726.19	38,497.86	52,400.00	53,200.00
5797-08	Arrest/Investigations/Live Scan Fees	2,511.34	3,148.87	5,000.00	4,000.00
5798-08	Tracnet/IBM Server Maintenance	28,926.34	11,878.26	17,000.00	17,000.00
5884-08	Security - Locker Room	482.04	361.53	600.00	600.00
5908-08	Liability Claims	15,464.80	6,895.89	10,000.00	7,500.00
5925-08	Liability Premium	32,378.20	65,313.31	65,350.00	70,000.00
5929-08	Locker Room Rental Payments	2,518.80	2,382.75	3,200.00	3,200.00
5930-08	Miscellaneous Expense	3,637.47	5,500.00	5,500.00	0.00
5934-08	NGEN Radio System Maintenance	8,998.64	6,950.79	9,000.00	9,000.00
5935-08	NGEN Radio System Infrastructure	6,164.00		7,000.00	7,000.00
5945-08	Police Phones	11,731.65	7,883.94	13,000.00	13,000.00
5965-08	Worker's Comp Premium	150,672.71	223,708.17	223,800.00	225,000.00
5985-08	Exercise Program	3,240.00	2,640.00	3,600.00	3,600.00
5997-08	Nighthawk In Car Wifi				3,500.00
5998-08	Police Internet	3,221.90	2,839.37	3,500.00	2,500.00
6120-08	Disaster Supplies - EOC	611.64		1,000.00	1,000.00
6123-08	EOC Expenses - CSUMB	5,000.00		5,000.00	5,000.00
6618-08	Motorola Radio Lease - Principal	0.00	26,605.42	26,700.00	28,050.00
6619-08	Motorola Radio Lease - Interest	0.00	7,914.93	8,000.00	6,500.00
SUB TOTAL PUBLIC SAFETY		2,924,131.58	2,412,503.46	3,196,770.00	3,278,450.00
FIRE DEPARTMENT					
5750-09	Fire Contract	288,880.00	298,990.00	299,000.00	308,000.00
SUB TOTAL FIRE DEPARTMENT		288,880.00	298,990.00	299,000.00	308,000.00
PUBLIC WORKS					
5020-11	Contract Services - Polaris	2,060.00	507.50	13,000.00	10,000.00
5020-11	Harris - Storm Water	55,063.50	8,670.00	45,000.00	45,000.00
5020-11	Harris - Engineering	0.00	64,656.25	170,000.00	170,000.00
5025-11	Dues and Publications	342.00	570.00	600.00	600.00
5027-11	Permits & Licenses	3,871.50	2,847.00	4,000.00	4,000.00
5028-11	Pest Control	730.00	520.00	800.00	800.00
5040-11	Salaries	215,953.53	166,100.13	221,500.00	229,900.00
5042-11	Cash Outs - PTO Accruals	3,240.37		4,000.00	4,000.00
5055-11	Overtime Paid	1,081.36	1,191.72	3,000.00	2,500.00
5060-11	Long Term Disability	1,780.68	1,335.51	1,800.00	1,800.00
5065-11	Dental	5,477.04	3,954.22	5,500.00	5,100.00
5066-11	Vision	838.68	611.11	900.00	800.00
5067-11	Life Insurance	486.00	364.50	500.00	600.00
5070-11	Health Benefits	56,875.40	41,148.90	57,000.00	50,700.00
5073-11	Pers Retirement EE	17,801.35	12,191.14	16,400.00	16,500.00
5075-11	Pers Retirement	27,901.52	20,520.66	32,400.00	36,800.00
5078-11	PERS Survivor Benefits	340.80		105.00	170.00
5079-11	Deferred Comp	2,400.00	1,600.00	2,400.00	2,400.00
5080-11	FICA/Medicare	3,769.61	2,904.99	4,000.00	4,000.00
5085-11	CA SUI	356.99	357.00	400.00	400.00
5095-11	Training/Conferences	524.92	511.03	1,000.00	1,000.00
5137-11	GASB 68 - Unfunded Liability	53,167.03	52,443.44	52,500.00	61,700.00
5423-11	lworq	0.00	6,800.00	6,800.00	6,800.00
5425-11	IT Support	840.00	546.00	1,000.00	1,000.00
5720-11	Auto Maintenance - P/W Vehicles	10,858.76	1,337.59	7,000.00	7,500.00
5795-11	PW Uniform Maintenance/Purchase	2,440.53	1,124.30	2,500.00	2,500.00
5820-11	Interceptor Vault Maintenance	8,800.00	4,400.00	4,400.00	8,800.00
5820-11	Storm Water 3 Year Sediment Removal	0.00		0.00	37,000.00
5845-11	Hope Program	60,030.68	42,575.20	60,000.00	75,000.00

**Proposed City FY 20-21
Expenditures**

ACCOUNT NUMBER	Description	Actual Expenses		Adopted Amend #2 Budget FY 19-20	Proposed Budget FY 20-21
		FY 18-19	Actual Expenses thru 3/31/20 FY 19-20		
5855-11	Street Lighting	10,703.83	5,960.06	10,000.00	10,000.00
5860-11	Street Work/Sidewalk Maintenance	4,813.51	1,619.86	7,000.00	7,500.00
5861-11	Adopt A Highway	3,540.00	2,655.00	3,600.00	3,600.00
5865-11	Flags/Banners	6,730.22	907.80	6,500.00	6,500.00
5884-11	PW Trailer Security	1,019.40	491.12	1,300.00	1,300.00
5885-11	PW Supplies	3,473.13	4,288.36	5,000.00	5,000.00
5888-11	Equipment Rental	1,288.00	807.60	3,500.00	3,000.00
5889-11	Mtry 1 Water - Stormwater/Trash Amen	19,061.95	23,015.81	23,500.00	25,000.00
5890-11	Contingency Funds	0.00		0.00	0.00
5898-11	Street Signs	3,994.92	685.89	3,500.00	5,000.00
5925-11	Liability Premium	7,471.90	7,925.50	7,950.00	8,000.00
5935-11	Equipment Maintenance	792.93	95.28	1,500.00	1,500.00
5936-11	Storage/Engineer Files	0.00	1,157.69	2,000.00	2,700.00
5945-11	P/W Phones	4,147.32	2,270.71	3,500.00	3,500.00

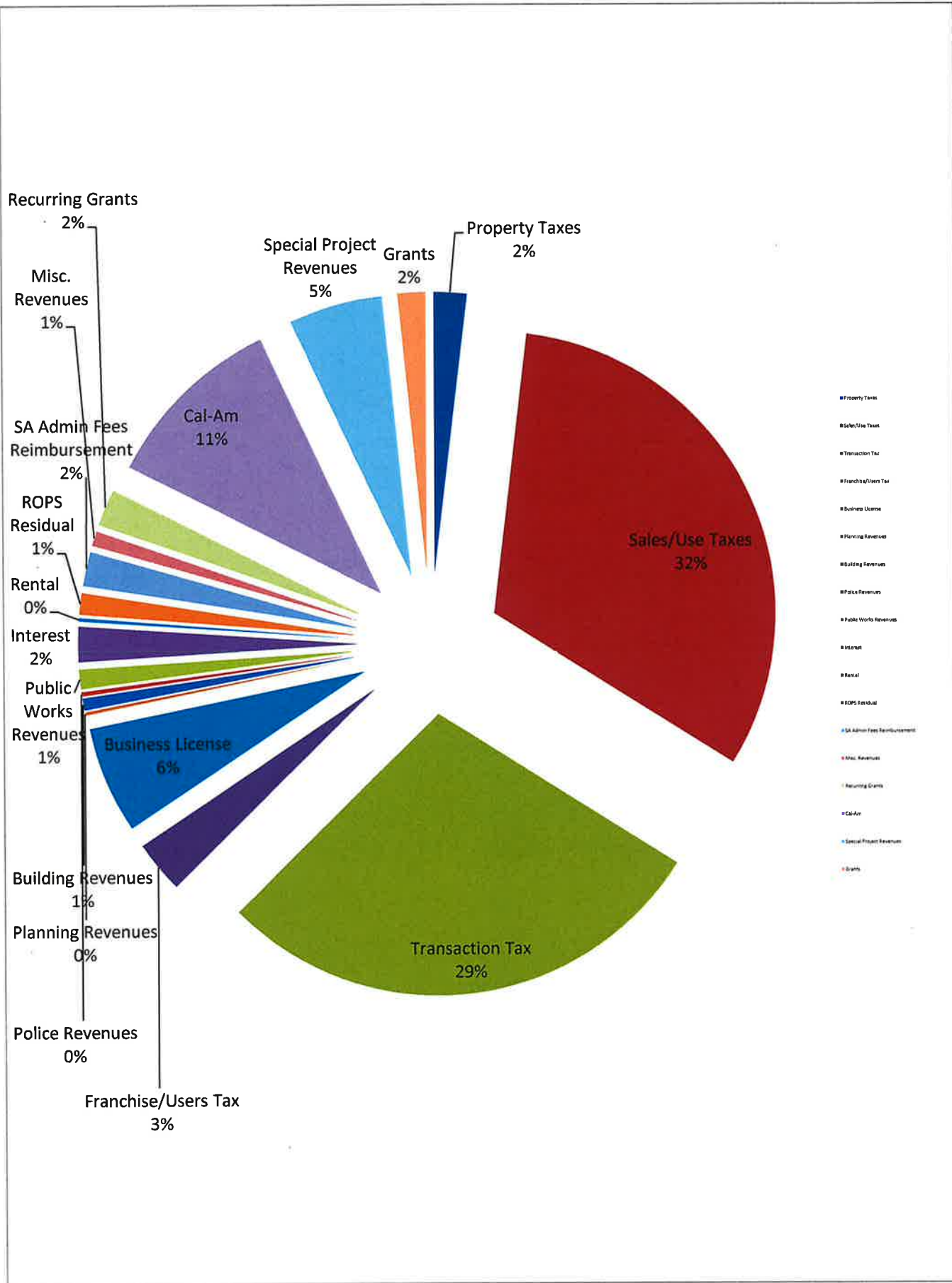
**Proposed City FY 20-21
Expenditures**

ACCOUNT NUMBER	Description	Actual Expenses thru		Adopted Amend #2 Budget FY 19-20	Proposed Budget FY 20-21
		FY 18-19	3/31/20 FY 19-20		
5961-11	Refuse Fees	7,090.14	4,834.40	8,000.00	8,000.00
5963-11	Irrigation/Landscaping	139.83	1,439.68	2,500.00	2,500.00
5965-11	Worker's Comp Premium	113,631.62	113,580.82	113,600.00	115,000.00
5970-11	Equipment Purchase	5,706.63	2,681.51	6,000.00	7,500.00
5985-11	Exercise	1,180.00	1,080.00	1,500.00	1,500.00
5998-11	Internet	1,051.30	1,006.15	1,100.00	1,100.00
6620-11	Street Sweeper Lease - Principal	16,165.31	40,503.08	40,500.00	0.00
6621-11	Street Sweeper Lease - Interest	2,100.85	3,366.07	3,400.00	0.00
	SUB TOTAL PUBLIC WORKS	751,135.04	660,160.58	973,955.00	1,005,570.00
PARKS					
5020-12	Contract Services - Arborist	2,700.00	3,500.00	3,500.00	3,000.00
5122-12	Beach Clean Up	561.08	303.23	500.00	500.00
5630-12	Parks Maintenance	0.00		1,500.00	0.00
5881-12	Parks Supplies	8,024.70	2,158.61	4,000.00	5,000.00
5935-12	Parks Equip. Maintenance	0.00	41.11	1,000.00	1,000.00
5970-12	Parks Equip. Purchase	264.25	126.64	3,000.00	5,000.00
	SUB TOTAL PARKS	11,550.03	6,129.59	13,500.00	14,500.00
GOVERNMENT BUILDINGS & FACILITIES					
5884-15	Security	1,938.52	1,476.91	2,200.00	2,200.00
5915-15	Fire/Bldg/Auto Insurance	17,259.00	18,286.00	18,500.00	20,000.00
5940-15	Government Building Supplies	99.15	1,295.78	2,000.00	0.00
6020-15	Maintenance & Repair	12,082.88	8,321.28	15,000.00	15,000.00
	SUB TOTAL GOVERNMENT BUILDINGS	31,379.55	29,379.97	37,700.00	37,200.00
COMMUNITY OUTREACH					
5004-18	Art Committee Events (West End)	94,608.72	79,480.94	85,000.00	85,000.00
5873-18	Bike Trail Electric	3,299.20	2,308.50	3,500.00	3,500.00
5905-18	City Events	35,783.30	15,926.96	20,000.00	20,000.00
5920-18	Advertising -" Coop "-Newspaper	13,988.00	9,684.00	14,000.00	14,000.00
6020-18	Maint - Bike Trails/Community Garden	23,756.65	3,567.34	7,000.00	5,000.00
6124-18	Outreach - Meet City Council	0.00		0.00	0.00
	SUB TOTAL COMM. OUTREACH	171,435.87	110,967.74	129,500.00	127,500.00
GRANTS					
5733-00	Recycling Grant	5,000.00	5,000.00	5,000.00	5,000.00
5736-08	Bulletproof Vest Grant	2,657.56		1,000.00	2,200.00
6362-00	CSA 74 EMS Grant	7,390.41	777.89	2,500.00	2,500.00
	SUB TOTAL	15,047.97	5,777.89	8,500.00	9,700.00
	SUB TOTAL FOR RECURRING	6,159,732.28	5,042,520.31	6,800,460.00	6,870,340.00

Proposed City FY 20-21
Expenditures

ACCOUNT NUMBER	Description	Actual Expenses FY 18-19	Actual Expenses thru 3/31/20 FY 19-20	Adopted Amend #2 Budget FY 19-20	Proposed Budget FY 20-21
ECONOMIC DEVELOPMENT					
New # - 18	Façade Program			30,000.00	20,000.00
New # - 18	Public Art Program			50,000.00	0.00
6420-00	S of Tioga Reimbursable Expense		130,081.67	150,000.00	150,000.00
6421-00	S of Tioga Plan Check Fees				81,800.00
6422-00	S of Tioga Building Inspections				146,800.00
	SUB TOTAL ECONOMIC DEVELOPMENT	0.00	130,081.67	230,000.00	398,600.00
SPECIAL PROJECTS					
5020-05	EMC - Parking Study			18,500.00	18,500.00
5020-12	Habitat Preserves/Edgewater			0.00	15,000.00
5020-18	Community Center Study			0.00	25,000.00
	SUB TOTAL SPECIAL PROJECTS	0.00	0.00	18,500.00	58,500.00
GRANTS					
New # - 12	Calabrese Park CDBG Grant	6,778.00		60,000.00	30,000.00
5010-12	Prop 68 Calbrese Park	6,210.00	8,129.04	8,150.00	0.00
	CalTrans Sustainable Grant/Matching			6,300.00	12,900.00
	CalTrans Sustainable Grant/Reimb			48,690.00	99,200.00
5732-00	FEMA Grant/Bay Street	10,986.00		125,000.00	0.00
	SUBTOTAL GRANTS	23,974.00	8,129.04	248,140.00	142,100.00
	TOTAL SPECIAL PROJECTS/GRANTS	23,974.00	138,210.71	496,640.00	599,200.00
	GRAND TOTAL OPERATING EXPENSES	6,183,706.28	5,180,731.02	7,297,100.00	7,469,540.00
CAPITAL OUTLAY					
5010-02	ECS Imaging - Laserfiche Software			0.00	0.00
5010-00	Exchange Server/Installation			0.00	17,000.00
5010-11	Street Sweeper			0.00	0.00
5010-20	West End Stormwater/Contra Costa			20,000.00	0.00
5010-20	West End Stormwater/Catalina			20,000.00	0.00
5010-00	City Hall Electrical Upgrades			100,000.00	0.00
5010-20	Desal Wells CIP		7,877.50	20,000.00	0.00
5010-00	Firewall - City Hall		8,372.05	8,400.00	0.00
5010-08	Firewall - Police		8,372.05	8,400.00	0.00
	SUBTOTAL CAPITAL OUTLAY	0.00	24,621.60	176,800.00	17,000.00
	GRAND TOTAL EXPENSES	6,183,706.28	5,205,352.62	7,473,900.00	7,486,540.00

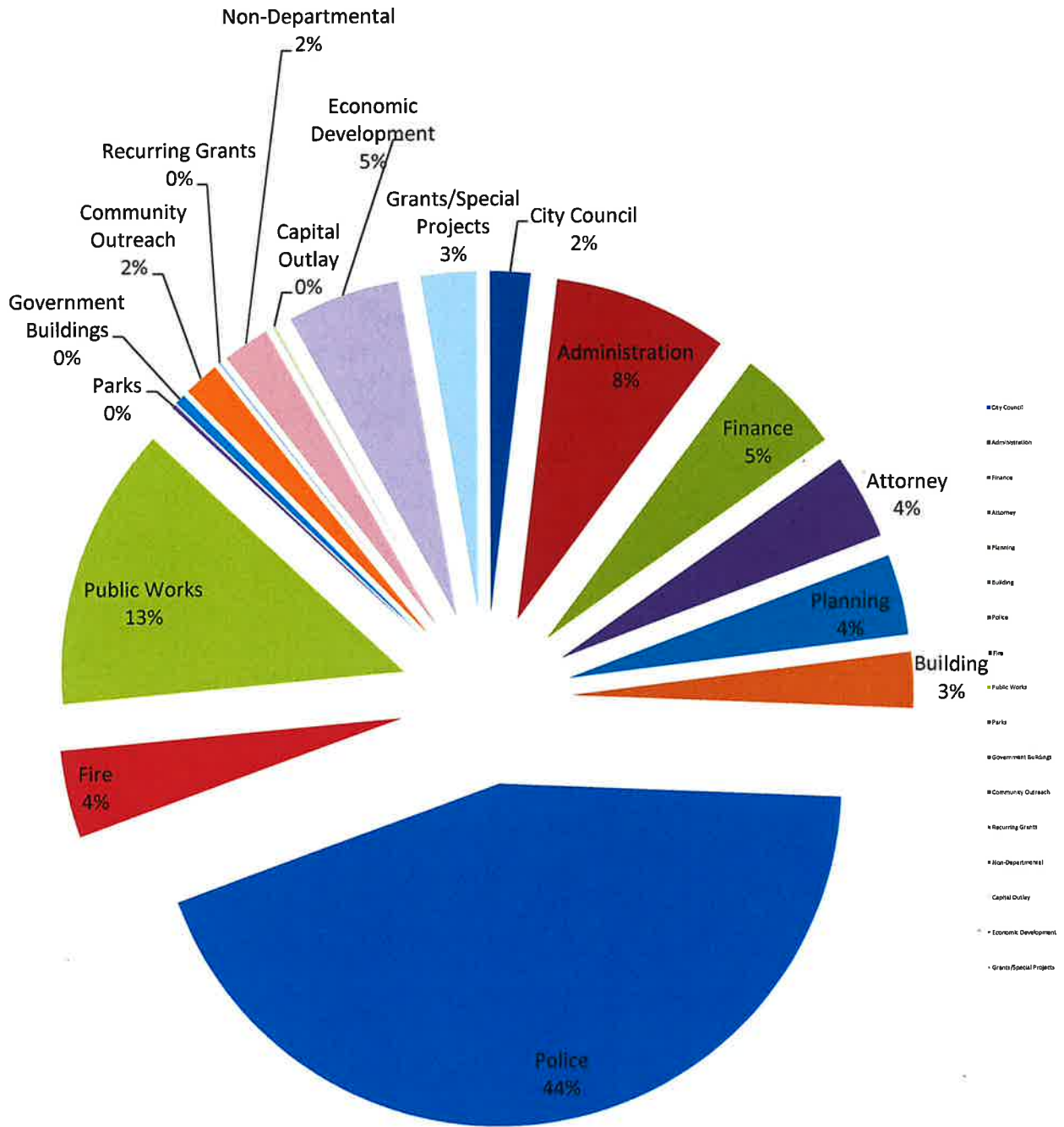
FY 2017-2018 Proposed Revenues



Budget Summary
City Revenues

Description	Actuals FY 18-19	FY 19-20 Actuals thru 3/31/20	Adopted Amend #2 Budget FY 19-20	Proposed Budget FY 20-21
RECURRING REVENUES				
Property Taxes	152,682.23	81,569.79	154,800.00	153,000.00
Sales/Use Taxes	2,849,989.62	1,639,939.51	2,560,000.00	2,587,600.00
Transaction Tax	2,513,208.71	1,401,472.08	2,239,000.00	2,320,000.00
Franchise/Users Tax	243,054.26	119,377.75	246,500.00	243,400.00
Business License	487,302.20	495,060.76	497,700.00	497,500.00
Planning Revenues	10,338.75	6,127.00	7,900.00	14,550.00
Building Revenues	4,138.10	57,898.56	62,500.00	56,000.00
Police Revenues	17,917.52	12,420.08	17,070.00	19,070.00
Public Works Revenues	69,909.44	70,551.49	91,200.00	91,800.00
Interest	161,785.75	102,132.84	164,100.00	164,100.00
Rental	17,109.36	14,257.80	17,200.00	17,200.00
ROPS Residual	132,529.56	1,202.84	132,000.00	100,000.00
SA Admin Fees Reimbursement	73,283.33	86,688.31	126,105.00	160,000.00
Misc. Revenues	87,276.50	69,979.46	73,800.00	69,400.00
Recurring Grants	165,337.77	142,001.38	184,200.00	172,100.00
Cal-Am	850,000.00	0.00	850,000.00	850,000.00
Subtotal Recurring Revenues	7,835,863.10	4,300,679.65	7,424,075.00	7,515,720.00
OTHER FINANCING SOURCES				
Special Project Revenues	0.00	137,054.43	150,000.00	435,800.00
Grants	0.00	0.00	108,700.00	129,200.00
Subtotal Other Revenue	0.00	137,054.43	258,700.00	565,000.00
Total Revenue	7,835,863.10	4,437,734.08	7,682,775.00	8,080,720.00

FY 2017-2018 Proposed Expenses



Budget Summary
City Expenditures

Description	Actuals FY 18-19	FY 19-20 Actuals thru 3/31/20	Adopted Amend #2 Budget FY 19-20	Proposed Budget FY 20-21
RECURRING EXPENSES				
City Council	167,084.00	103,638.03	134,320.00	143,920.00
Administration	654,540.81	518,201.00	697,510.00	616,370.00
Finance	476,035.81	394,123.92	540,655.00	374,920.00
Attorney	180,180.95	199,506.78	306,200.00	301,800.00
Planning	356,944.29	192,341.83	263,350.00	285,060.00
Building	4,796.73	13,562.18	35,000.00	197,450.00
Police	2,924,131.58	2,412,503.46	3,196,770.00	3,278,450.00
Fire	288,880.00	298,990.00	299,000.00	308,000.00
Public Works	751,135.04	660,160.58	973,955.00	1,005,570.00
Parks	11,550.03	6,129.59	13,500.00	14,500.00
Government Buildings	31,379.55	29,379.97	37,700.00	37,200.00
Community Outreach	171,435.87	110,967.74	129,500.00	127,500.00
Recurring Grants	15,047.97	5,777.89	8,500.00	9,700.00
Non-Departmental	126,589.65	97,237.34	164,500.00	169,900.00
SUBTOTAL FOR RECURRING EXPENSES	6,159,732.28	5,042,520.31	6,800,460.00	6,870,340.00
OTHER EXPENSES				
Capital Outlay	0.00	24,621.60	176,800.00	17,000.00
Economic Development	0.00	130,081.67	230,000.00	398,600.00
Grants/Special Projects	23,974.00	8,129.04	266,640.00	200,600.00
SUBTOTAL OTHER EXPENSES	23,974.00	162,832.31	673,440.00	616,200.00
TOTAL EXPENSES	6,183,706.28	5,205,352.62	7,473,900.00	7,486,540.00

CITY SUMMARY

Description	Actuals FY 18-19	FY 19-20 Actuals thru 3/31/20	Adopted Amend #2 Budget FY 19-20	Proposed Budget FY 20-21
Total City Revenues	7,835,863.10	4,437,734.08	7,682,775.00	8,080,720.00
Total City Expenditures	6,183,706.28	5,205,352.62	7,473,900.00	7,486,540.00
DIFFERENCE	1,652,156.82	-767,618.54	208,875.00	594,180.00
Revenues for Recurring Operatior	7,835,863.10	4,300,679.65	7,424,075.00	7,515,720.00
Expenditures for Recurring Oper	6,159,732.28	5,042,520.31	6,800,460.00	6,870,340.00
SUB TOTAL	1,676,130.82	-741,840.66	623,615.00	645,380.00
Special Project Revenues	0.00	137,054.43	258,700.00	565,000.00
Special Expenditures	23,974.00	162,832.31	673,440.00	616,200.00
SUB TOTAL	-23,974.00	-25,777.88	-414,740.00	-51,200.00

**CITY OF SAND CITY
5-YEAR CAPITAL IMPROVEMENT PROGRAM
FY 2019/2020 - 2023/2024**

A	B	C	D	E	E	F	G	H	I	K	L					M	N
No.	Project Title	Project Description	2019 Project Cost (Est.)	Multiple Year Project?	Grant Funding Available (Y=Yes)	Grant Funding Amount (Est.)	Matching Amount (Est.)	Project Cost - Grant Funding (Est.)	Funding Sources	Department / Staff Assignment	Fiscal Years					Total 5-Year Fiscal Cost (Est.)	Notes
											2019/2020	2020/2021 3%	2021/2022 6%	2022/2023 9%	2023/2024 12%		
Government Facilities																	
1	Public Works Building	Construct new 2-story steel building to house equipment, frame offices on 2nd floor, and provide paved parking area at existing PW corporation yard	\$300,000	N				\$300,000	General Fund	Public Works	\$0	\$125,000				\$125,000	Estimated costs provided by PD/PWD. May move up for community center.
2	City Hall Electrical Service Upgrades	Improve electrical service to include new commercial panel and new connection to PG&E electrical supply	\$100,000	N				\$100,000	General Fund	Public Works	\$100,000					\$100,000	Estimated costs provided by PD/PWD, PGE Grant?
3	City Hall Air Conditioning System	Install air conditioning system	\$40,000	N				\$40,000	General Fund	Public Works	\$0		\$42,400			\$42,400	Estimated costs provided by PD/PWD.
4	Community Center	Study/analysis to determine the feasibility of a community center	\$25,000	N				\$25,000	General Fund	Admin	\$0	\$25,000				\$25,000	Estimated costs provided by CE/CM.
Subtotal - Government Facilities											\$100,000	\$150,000	\$42,400	\$0	\$0	\$292,400	
Transportation																	
5	West End Stormwater Improvement Project - Contra Costa St.	Green Street/Complete Street Reconstruction of major collector	\$1,400,000	Y 2019-2021	Y	\$1,260,000	\$140,000	\$140,000	Prop. 1 SW Grant (10% DAC Match), General Fund,	Public Works	\$20,000	\$118,450				\$138,450	Grant response: Sept. Funding 12/2020 Construction 2021
6	West End Stormwater Improvement Project - Catalina St.	Green Street/Complete Street Reconstruction of minor collector	\$975,000	Y 2019-2021	Y	\$710,000	\$0	\$265,000	Prop. 1 IRWM SW Grant, General Fund	Public Works	\$20,000	\$240,000				\$260,000	Grant response: April Funding 7/2020 Construction 2021
7	Contra Costa Street Improvements	Street reconstruction from Redwood Ave. to north end at Bay Avenue for portion of street not included in the West End Stormwater Improvement Project.	\$600,000	Y 2022-2024				\$600,000	General Fund	Public Works	\$0			\$98,100	\$516,120	\$614,220	Estimated costs provided by City Engineer
8	California Ave. - East Half (Tioga Ave. to East Ave)	East half of California Ave. adjacent to the South of Tioga project to include rehabilitated street pavement and new curb, gutter, and sidewalk.	\$800,000	N				\$800,000	General Fund	Public Works		\$400,000	\$400,000			\$800,000	Estimated costs provided by City Engineer. Timing of costs with respect to fiscal year dependent on progress of South of Tioga.
9	West Bay St. Coastal Access Repair Project	Repair of damaged observation platform and storm drain inlet and small infiltration basin, wood walkways, benches, and signage at end of West Bay St.	\$120,000	N	Y	\$113,000	\$0	\$7,000	FEMA/CalOES Grant, General Fund	Public Works	\$7,000					\$7,000	Estimated costs provided by City Engineer
10	Pavement Management Program (PMP)	Establish a PMP to guide/direct short and long-term rehabilitation and maintenance of existing streets built upon the regional PMP effort established by TAMC and their consultant, NCE.	\$1,500,000	Y 2019-2024	Y	\$171,600	\$0	\$1,328,400	SB 1, Measure X, HUTA (total for all is \$42.9K), General Fund	Public Works	\$0	\$386,250	\$397,500	\$408,750	\$420,000	\$1,612,500	Estimates based on "setup" of PMP in Year 1 (FY 19/20) using ONLY outside funding sources shown (\$42,900) and for Years 2-5 implementing NCE recommendation to spend \$300,000/year (minus outside funding sources) to bring streets up to PCI of 70 (good)..
11	Carroll Property Repurpose	Improve existing building and parking lot.	\$100,000	Y 2020-2022				\$100,000	General Fund	Public Works	\$0	\$51,500	\$53,000			\$104,500	Possible uses include: Food Truck pod, Community Gallery, Sand City Arts office, incubator...
12	TAMC ROW Improvements	Improve area within existing 100' TAMC ROW to provide public parking, landscaping, stormwater control measures, and public amenities.	\$25,000	N	TBD (TAMC?)			\$25,000	General Fund	Public Works				\$27,250		\$27,250	Estimated cost for concept design. Wait for TAMC busway project.
13	Parking Garage	Construct a multi-story parking garage to provide public parking in the downtown area.	\$2,500,000					\$2,500,000	General Fund	Public Works	\$0						Estimated costs \$25,000 per spot/100 spots
14	Parking Plan	Study/analysis to determine the feasibility of increasing parking w/in city.	\$36,600	N				\$36,600	General Fund	Planning	\$18,500	\$18,500				\$37,000	Parking Plan to include CEQA, and to be included in a future genral plan update
Subtotal - Transportation											\$65,500	\$1,214,700	\$850,500	\$534,100	\$936,120	\$3,600,920	
Parks																	
15	Calabrese Park Improvements - P1	Phase 1 includes ADA parking and pedestrian improvements at top of park.	\$120,000	N	Y	\$60,000	N	\$60,000	CDBG (\$60K), General Fund	Public Works	\$60,000					\$60,000	Estimated costs provided by City Engineer. Ask for extension

A	B	C	D	E	E	F	G	H	I	K	L					M	N
No.	Project Title	Project Description	2019 Project Cost (Est.)	Multiple Year Project?	Grant Funding Available (Y=Yes)	Grant Funding Amount (Est.)	Matching Amount (Est.)	Project Cost - Grant Funding (Est.)	Funding Sources	Department / Staff Assignment	2019/2020	2020/2021 3%	2021/2022 6%	2022/2023 9%	2023/2024 12%	Total 5-Year Fiscal Cost (Est.)	Notes
16	Calabrese Park Improvements - P2	Phase 2 includes additional ADA parking and pedestrian access improvements, new curb, gutter, sidewalk, and parking lots adjacent to park and city hall parcel, site grading and retaining walls for new play structures, tables, BBQs, and refurbished public bathrooms.	\$1,515,195	N	Y	\$1,515,195	N	\$0	Prop. 68 Statewide Park Development and Community Revitalization Program (no matching requirement)	Public Works	\$0					\$0	Estimated costs provided by City staff.

A	B	C	D	E	E	F	G	H	I	K	L					M	N
No.	Project Title	Project Description	2019 Project Cost (Est.)	Multiple Year Project?	Grant Funding Available (Y=Yes)	Grant Funding Amount (Est.)	Matching Amount (Est.)	Project Cost - Grant Funding (Est.)	Funding Sources	Department / Staff Assignment	2019/2020	2020/2021 3%	2021/2022 6%	2022/2023 9%	2023/2024 12%	Total 5-Year Fiscal Cost (Est.)	Notes
17	TAMC Parcel Landscaping	Landscape improvements, water connection and meter to serve parcel and city monument on Contra Costa St.	\$35,000	N				\$35,000	General Fund	Public Works			\$38,150			\$38,150	Estimated costs provided by PD/PWD. Wait to see if #5 gets approved
18	Memorial/Lookout Area Improvements	Improve area along upper ridge/bike trail, install fencing/safety barrier near cliff edge, install bike rack	\$15,000	N				\$15,000	General Fund	Public Works	\$0				\$16,800	\$16,800	Estimated costs provided by PD/PWD.
19	Habitat Preserves at Commercial Shopping Center	Rehabilitation of existing habitat preserve areas behind the Edgewater Shopping Center.	\$15,000	N				\$15,000	General Fund	TBD	\$0	\$15,000				\$15,000	Estimated costs based on "scope development" for project.
Subtotal - Parks											\$60,000	\$15,000	\$38,150	\$0	\$16,800	\$129,950	
Special Projects																	
20	General Plan Update	Update general plan. Last updated in 2002. Most cities update every 15 years.	\$600,000	Y 2021-2023				\$600,000	General Fund	Planning	\$0		\$327,000	\$318,000		\$645,000	Average cost based on cost range of \$450,000-750,000 provided by EMC letter dated 6/25/19.
21	Sustainable Transportation Plan	Preparation of a local transportation study to address bicycle and pedestrian infrastructure, connectivity deficiencies, and develop solutions for gaps.	\$185,000	N	Y	\$163,779	\$21,221	\$21,221	General Fund, Caltrans Sustainable Transportation Plan Grant	Planning	\$0					\$0	Already in the operations budget thus removed from the CIP
22	East Dunes Habitat Specific Plan (SP) and Habitat Conservation Plan (HCP)	Create and adopt a SP and HCP to address habitat issues in the East Dunes are and encumber development.	\$200,000	Y 2021-2023				\$200,000	General Fund	Planning			\$106,000	\$109,000		\$215,000	Estimated costs provided by City Planner.
23	Zoning Code Update - State Housing Mandate	Update of existing zoning code to address state housing mandate.	\$15,000	N				\$15,000	General Fund	Planning	\$0		\$15,900			\$15,900	Estimated costs provided by City Planner.
24	Zoning Code Update - General	General review and update of zoning code.	\$70,000	Y 2021-2023				\$70,000	General Fund	Planning	\$0		\$37,100	\$38,150		\$75,250	Average cost based on cost range of \$50,000-75,000 provided by EMC letter dated 6/25/19.
Subtotal - Special Projects											\$0	\$0	\$486,000	\$465,150	\$0	\$1,112,900	
Economic Development																	
25	Facade Program	Assistance to business and property owners for exterior facade improvements.	\$50,000	N				\$50,000	General Fund	Communit Dev.	\$30,000	\$50,000	\$50,000	\$50,000	\$50,000	\$230,000	Five Grants per year proposed
26	Public Art Program	Sponsorship or Grant program	\$50,000	N				\$50,000	General Fund	Communit Dev.	\$50,000	\$50,000	\$50,000	\$50,000	\$50,000	\$250,000	Could be used as a grant or sponsorship
Subtotal - Economic Development											\$80,000	\$100,000	\$100,000	\$100,000	\$100,000	\$2,544,050	
Information Technology (IT) Equipment and Software																	
27	IWorQ Systems - Applications and Software Services	Purchase of the following: 1) Public Works 2) Stormwater MS4 3) Community Development 4) Plan Review 5) Citizen Engagement 6) Facilities Management 7) Asset Management	\$18,000	N				\$18,000	General Fund	Public Works / Community Dev.	\$12,000					\$12,000	Estimated cost provided by IWorQ.
28	Granicus, LLC - Agenda Management Software / City Website Redesign	Purchase agenda management software and services to redesign the city website including staff training, website maintenance, and technical assistance.	\$12,000	N				\$12,000	General Fund	Shelby/Clerk	\$10,500					\$10,500	Estimated costs provided by Administrative Services Director.
29	ECS Imaging, Inc - Laserfiche Record Management Software	Purchase record management software to provide a public portal for citizens, council members, and others to access City documents.	\$33,000	N				\$33,000	General Fund	Shelby/Clerk						\$0	This project will not be implemented as presented. Staff was able to find an alternative method to accomplish the goal. COMPLETED
30	Firewall	Firewall Administration and Police	\$17,000	N				\$17,000	General Fund	Admin	\$16,800					\$16,800	COMPLETED
Subtotal - IT Equip. and Software											\$39,300	\$0	\$0	\$0	\$0	\$39,300	
Vehicles and Equipment																	
31	Patrol Vehicles	Purchase vehicles for police dept. use.	\$350,000	Y 20/24				\$350,000	General Fund	Police		\$50,000	\$60,000	\$120,000	\$120,000	\$350,000	Estimated costs provided by PD/PWD. Move to future years, South of Tioga
32	Street Sweeper	Purchase used street sweeper to replace existing sweeper.	\$40,000	N				\$40,000	General Fund	Public Works	\$0	\$40,000				\$40,000	Estimated costs provided by PD/PWD. Current sweeper pay-off \$32,000
33	Dump Truck	Purchase large capacity dump truck to replace worn Ford F350 1-ton truck.	\$75,000	N				\$75,000	General Fund	Public Works		\$75,000				\$75,000	Estimated costs provided by PD/PWD. Move to future year.
34	Tracked Skid Steer	Purchase track skid steer with attachments for PW maintenance projects.	\$75,000	N				\$75,000	General Fund	Public Works					\$84,000	\$84,000	Estimated costs provided by PD/PWD.
Subtotal - Vehicles and Equipment											\$0	\$165,000	\$60,000	\$120,000	\$204,000	\$549,000	
Grand Total by Fiscal Years -											\$344,800	\$1,644,700	\$1,091,050	\$754,100	\$1,256,920	\$7,155,620	

A	B	C	D	E	E	F	G	H	I	K	L					M	N
No.	Project Title	Project Description	2019 Project Cost (Est.)	Multiple Year Project?	Grant Funding Available (Y=Yes)	Grant Funding Amount (Est.)	Matching Amount (Est.)	Project Cost - Grant Funding (Est.)	Funding Sources	Department / Staff Assignment	2019/2020	2020/2021 3%	2021/2022 6%	2022/2023 9%	2023/2024 12%	Total 5-Year Fiscal Cost (Est.)	Notes

Abbreviations

ASD Administrative Services Director
 CE City Engineer
 CM City Manager
 CP City Planner
 DAC 2016 American Community Survey (ACS) data

Est. Estimate
 FY Fiscal Year
 PWF Public Works Foreman
 PDC Police Department Chief
 TAMC Transportation Agency for Monterey County

2020/2021 CIP request
Moved Items 2019/2020
2019/2020 COMPLETED/IN PROCESS

Agenda Item

4c



**community
human services**
hope. help. here.

RECEIVED

APR 29 2020

CITY OF SAND CITY

April 27, 2020

To: Our Partner JPA Member Agencies

From: Robin McCrae, Chief Executive Officer

RE: Supplemental Information in Support of JPA Allocation Request for FY 2020-21

Community Human Services has been working tirelessly to address to the COVID-19 public health emergency. We are an important part of the County's coordinated response to help people affected by the virus and slow the spread of the virus. History has shown that in times like these, demand for mental health, substance abuse and homeless services grows exponentially. We ask for your continued support so we will be here and ready to serve.

All of our essential services remain operational. We continue to offer our programs in person or via telehealth/telephone. Heightened cleaning protocols and screening procedures have been put in place to safeguard our clients and employees and staff have appropriate personal protective gear needed to perform their jobs. All programs are providing COVID-19 education and hand sanitizer, as well as information and referral to other community services.

Genesis House continues to provide residential drug treatment at the facility but is closed to the public and not accepting new admissions at this time. This allows us to maintain a space that allows for social distancing as clients shelter in place.

Off Main Clinic continues to provide medication assisted drug treatment, including methadone maintenance, at the facility. New admissions are welcome. A hand washing station has been installed for clients' use. Increased harm reduction efforts include distribution of Narcan and fentanyl testing strips, as clients may be a greater risk during these stressful times.

The Outpatient Treatment Centers continue to provide outpatient drug treatment via telehealth/telephone. New admissions are welcome.

High school-aged youth are receiving drug education and counseling via telehealth and telephone from our drug resource specialists in the Drug and Alcohol Intervention Services for Youth (DAISY) Program and Substance Use Prevention Program (SUPP). The youth appreciate the extra support they are receiving while school is out.

Elm House, Sonoma House and Safe Passage residents continue to receive recovery support and are sheltering in place. No new admissions at this time.

Safe Place and the Salinas Valley and Monterey Peninsula Street Outreach Programs continue to provide counseling and outreach to runaway and homeless youth 7-days a week. The youth shelter in Monterey remains open 7-nights a week. Counseling is offered via telehealth/telephone. Homeless individuals are at greater risk for contracting the coronavirus and, once infected, are more likely to become severely ill.

Basic aid like food, water, clothing, socks, hygiene products, emergency blankets, and COVID education is being distributed. A hand washing station has been installed for clients' use. We are working with the County to establish housing options for these youth.

Parent education and support is being offered via phone. Many families are experiencing high levels of stress during the shelter in place order, especially because schools are closed. Public response to this service has been great. Classes will be provided via ZOOM beginning in May.

Domestic Violence Intervention Groups were suspended temporarily at the start of the shelter-in-place but will resume in May via ZOOM with the approval of the Probation Department. Unfortunately, domestic disturbance call to law enforcement have spiked recently.

At risk families continue to receive support from Pathways to Safety staff. Unfortunately, Social Services has seen increased reports of suspected child abuse with school closures and the shelter in place order in effect, and Pathways will be there to help keep children safe.

PENINSULA SHELTER PROJECT MOVES FORWARD

Thayer Construction has been awarded a contract to rehabilitate the vacant modular County structure in Seaside for use as a homeless shelter. Casa de Noche Buena will house and help single women and families with children move toward permanent housing and brighter futures. Construction is expected to begin in May and be completed sometime this fall. We have established a special purpose fund with the Community Foundation and are now accepting donations in support of this important project! The current coronavirus pandemic has only underscored the importance of shelter beds for the most vulnerable in our community.

WAYS YOU CAN HELP

As we navigate these rapidly changing and unprecedented times, we need your continued help to meet the growing needs of our community's most vulnerable residents. We need materials and supplies we did not anticipate or budget for. As the number of COVID-19 cases in the county grow, we will need funds to house, supervise, and care for our clients, especially those in residential programs and our homeless clients. We may also need more labor.

We have already spent thousands of dollars in immediate response efforts and desperately need your help to cover those expenses. Please partner with us to ensure that essential services – services that are being redefined by COVID-19 – continue to be provided during the pandemic and beyond. Your support can make a significant and lasting impact in the lives of local youth and families.

Like the city and school district members of the Community Human Services JPA, we, too, have ongoing services to provide in addition to all the COVID-19 related activities with which we have been consumed. Your ongoing support of the JPA is critical, especially in these difficult times.

We are all in this together.

CONTACT US:

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