

2020-21 Mid-Year Budget

City Council
February 16, 2021



Overview

FY 2020-21 Mid-Year Update



Mid-Year Budget Overview

- Update on revenue projections
- Mid-year budget requests by department
- Pension reserve payment per City policy
- Workforce changes
- Authority to redistribute capital project budget between similar projects

General Fund Revenue Update

One-Time Adjustments

Property Transfer Tax	+ \$2,000,000
Transient Occupancy Tax	+ \$200,000
City Clerk Fees	- \$94,000
Fire Program Fees	- \$ 1,140,000
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Net Adjustment	+ \$966,000

Non-General Fund Revenue Update

Library Federal Grant (Fund 210)	+ \$140,000
Code Enforcement Penalties (Fund 209)	- \$500,000
CalRecycle Grant (Fund 310)	+ \$175,000
Golf Rental, Cell Tower, & Concessions (Fund 280.5)	+ \$180,000
Aquatics and Swim Center Fees (Fund 280)	+ \$231,000
Net Adjustment (excluding interfund transfers)	+ \$226,000

Mid-Year Requests

FY 2020-21 Mid-Year Update



Non-Departmental



Proposed	Cost	Funding Source(s)	Notes
COVID-19 services and supplies	\$1,000,000; net \$349,030 One-time	General Fund (65%) State CARES Act (35%)	Transfer out to COVID-19 Project (96027)
Pension/OPEB stabilization administration	\$18,000 Ongoing	Pension Stabilization	Increase in professional service costs
Pension Trust contribution	\$500,000; net \$0 Ongoing	Police/Fire 1079 Pension	Apply excess funds to pension trust
TOTAL	\$367,030		

Community Development



Proposed	Cost	Funding Source(s)	Notes
Homelessness services	\$498,000 One-time	General Fund	Day Center, Safe Parking, FEMA Trailers
Public Art Small Grants Pilot Program	\$20,000 One-time	Public Art	Re-appropriate unspent funds
TOTAL	\$518,000		

Finance



Proposed	Cost	Funding Source(s)	Notes
Contractual services for long-term financial plan	\$90,000 One-time	General Fund	Re-appropriate unspent funds
Re-classify vacant Accounting Tech to Admin Management Analyst	\$20,000 Ongoing	General Fund	\$20,000 cost for the remaining 4 months of the year; \$60,000 annually
Transfer labor distribution for Account Clerk position	\$80,000; net \$0 Ongoing	General Fund Rent Stabilization	Re-distribute 80% of position allocation from General Fund to Rent Program
Transfer labor distribution for Accounting Tech position	\$22,000; net \$0 Ongoing	General Fund FISC Lease	Re-distribute 20% of position allocation from FISC Lease to General Fund
TOTAL	\$110,000		

Fire



Proposed	Cost	Funding Source(s)	Notes
Training facility waste removal	\$12,000 One-time	General Fund	Reconfiguration for COVID-19
Training classroom modifications	\$9,000 One-time	General Fund	Reconfiguration for COVID-19
Uniforms/PPE, wildland gear, marine equipment	\$80,000 One-time	General Fund	For new recruits
LifePak EMS equipment	\$54,000 One-time	General Fund	Outfit fire engines with EMS equipment
TOTAL	\$155,000		

Human Resources



Proposed	Cost	Funding Source(s)	Notes
Unemployment insurance claims	\$225,000 One-time	Unemployment Insurance ISF	Claims up due to furlough of part-time staff
TOTAL	\$225,000		

Library



Proposed	Cost	Funding Source(s)	Notes
National Parks Service – Japanese American Confinement Sites Grant	\$140,000; net \$0 One-time	Grant	Reimbursable grant for archival work
LED lighting at Main Library	\$79,000 One-time	General Fund	Re-appropriate unspent budget
TOTAL	\$79,000		

Planning, Building & Transportation



Proposed	Cost	Funding Source(s)	Notes
Extend limited-term Permit Tech III	\$27,000 Limited-term	Community Development	\$27,000 for the remaining three months of the year; \$108,000 annually for two years
Upgrade Permit Tech I to Permit Tech III	\$5,000 Ongoing	Community Development	
TOTAL	\$32,000		

Police



Proposed	Cost	Funding Source(s)	Notes
Equipment acquisition	\$21,000 One-time	Asset Seizure	
Vehicle upfitting	\$150,000 One-time	Fleet Replacement ISF	For 18 previously purchased new vehicles
TOTAL	\$171,000		



Public Works

Proposed	Cost	Funding Source(s)	Notes
Consolidate Pavement Management CIPs	\$1,835,512; net \$0 One-time	Road Maintenance & Rehab Account	Project closeout
Restore funding for Pavement Management	\$600,000 One-time	Measures B/BB Streets & Roads	Improved revenue outlook
CalRecycle Grant for Pavement Management	\$175,000 One-time	Grant	
Consolidate Lagoon Maintenance CIPs	\$2,455; net \$0	Urban Runoff	Project closeout
Consolidate Urban Forest – Trees CIPs	\$22,463; net \$0	Gas Tax	Project closeout
Closeout Citywide Transit/TDM Plan CIP	\$(12,918)	General Fund	Project closeout
	Continued		

Public Works



Proposed	Cost	Funding Source(s)	Notes
Transfer labor distribution for Maintenance Worker II position	\$111,000; net \$0 Ongoing	Urban Runoff General Fund	Re-distribute 100% of position allocation from Urban Runoff to the General Fund
Transfer labor distribution for Associate Civil Engineer position	\$93,000; net \$0 Ongoing	Urban Runoff PW Engineering	Re-distribute 60% of position allocation from Urban Runoff to PW Engineering
Transfer labor distribution for Supervising Civil Engineer position	\$213,000; net \$0 Ongoing	Urban Runoff PW Engineering	Re-distribute 100% of position allocation from Urban Runoff to PW Engineering
Transfer labor distribution for Project Manager III position	\$120,000; net \$0 Ongoing	Urban Runoff PW Engineering Sewer Services	Re-distribute 30% of position allocation from Sewer Services and 20% from Urban Runoff to PW Engineering
Part-time fogging at City Hall	\$45,000 One-time	Facility Maintenance	Disinfecting for COVID-19
TOTAL	\$807,082		

Recreation & Parks



Proposed	Cost	Funding Source(s)	Notes
New signage for Chochenyo Park	\$15,000 One-time	General Fund	Appropriate from fund balance
Golf course drainage and ADA improvements	\$50,000 One-time	Golf	Supported by additional revenue
Aquatics program part-time pay	\$93,000 Ongoing	Recreation	Supported by additional revenue
Aquatics program supplies and services	\$5,500 Ongoing	Recreation	Supported by additional revenue
Swim Center facility part-time pay	\$92,000 Ongoing	Recreation	Supported by additional revenue
Greenway agreement to cover portion of ARPD Director personnel costs	\$14,000; net \$0 Ongoing	Golf	Transfer to Recreation Fund
TOTAL	\$255,500		

Pension Rate Stabilization Program

- Per the Pension/OPEB Funding Policy, the City commits half of the surplus General Fund available fund balance at the end of each fiscal year, above the 25% operating reserve, to advance pay-down of pension/OPEB obligations
- As of June 2020, half of the General Fund available fund balance above the 25% operating reserve is approximately \$14.1 million
- By policy, 75% of pension reserves, or \$10.6 million, would be paid to CalPERS, and 25%, or \$3.5 million, would be contributed to a Section 115 trust for the future payment of pension expenses

Budget Adjustment Summary

	Revenue Adjustment	Expenditure Adjustment
General Fund	\$ 966,000	\$ 1,205,030
Non-General Fund	1,827,082	3,293,582
Citywide Total	\$ 2,793,082	\$ 4,498,612

Pension Reserve payment based on FY 2019-20 year-end General Fund results		\$ 14,062,001
General Fund w/ Pension Reserve Payment	\$ 966,000	\$ 15,267,031
Non-General Fund w/ Pension Reserve Payment	1,827,082	3,293,582
Citywide Total w/ Pension Reserve Payment	\$ 2,793,082	\$ 18,560,613

Redistribute Capital Budget Appropriations

Authorize City Manager to:

- Redistribute budget appropriations between similar capital projects, up to \$75,000
- Transfer unspent General Fund appropriations from completed projects to unappropriated capital reserves for allocating to approved capital projects, up to \$75,000
- Transfer up to \$75,000 in unspent budget from completed capital projects to funding source(s) for closeout

Workforce Changes

- Change the Public Information Officer position to Communications and Legislative Affairs Manager
- Reclassify vacant Accounting Tech position to Administrative Management Analyst
- Reclassify Permit Tech I to Permit Tech III
- Extend one limited-term Permit Tech III position for two years
- Reclassify one Senior Fire Code Compliance Officer to Fire Apparatus Officer

Comments, Questions, & Discussion

