



# **City of San Juan Bautista**

## **City of San Juan Bautista Budget for fiscal year 2022/2023**



### **Proposed Version**

Last updated 06/08/22



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# INTRODUCTION

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# City Manager's Budget Message for Fiscal Year 22/23

## Transmittal Letter



## CITY OF SAN JUAN BAUTISTA

**AGENDA TITLE:** CITY MANAGER BUDGET MESSAGE FOR FISCAL YEAR 2022/23

**MEETING DATE:** June 14, 2022

**DEPARTMENT HEAD:** Don Reynolds, City Manager

### SUMMARY

Last year, the City adopted a budget of "recovery." Financially, the City has recovered. What was treated as a one-time general fund surplus of \$300,000 last year, has evolved into sustainable growth and a sustainable operational surplus moving forward. That \$300,000 was committed to three critical initiatives that are summarized in the budget narrative attached to "Priorities and Issues for Fiscal Year 22/23." The status of the City's various revenue sources (or "funds") is described in the second attachment "Fund Summaries."

### GENERAL FUND STATUS

A. General Fund Revenue	\$ 2,737,935
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B. General Fund Operational Expenses	\$ 2,425,349
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C. New GF Capital Improvement Expenses	\$ 197,500
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SUBTOTAL	\$ 2,622,849
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D. Available for GF Reserve	\$ 115,086
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After accounting for inflation in the City's operational costs of between 6% (salaries and benefits) and 10% increases (major contracts- public safety, water and wastewater), the City's General Fund still has room to grow. The City successfully changed its law enforcement service methodology last year, reestablishing a dedicated Deputy. The City can afford two dedicated officers working 80 hours per week. This budget recommends the addition of a second dedicated Sheriff Deputy at an annual cost of \$150,000 per year. Private security can be reduced in patrol, but increased to support parking enforcement and writing administrative citations.

A part-time community services coordinator position is in the budget as well. This position will help the City more fully utilize its assets and the newly formed joint-use of San Juan school facilities. This new position and all changes to the personnel budgets are described in detail in the "Personnel Changes" narrative in the Budget. These ideas are described in more detail in the attached "Priorities and Issues" narrative.



The capital Improvement budget has been drafted and is presented in its own Section of this Budget Book. It includes \$18 million waste-water force-main compliance project and \$1 million budget for street and sidewalk improvements. Added to the CIP are 3-studies: 1) to look at forming a Fire District, 2) Housing Element, and 3) to complete the inclusionary housing ordinance update.

The City is able to maintain a General Fund Reserve of more than \$2 million. This year it is anticipated that it will be able to add at least another \$115,086 to the existing reserve. The City's Reserve Policy requires 3-months of operational expenses, and this is equal to 9-months.

### **RECOMMENDED ACTION(S):**

It is recommended that the City Council receive this draft Budget for Fiscal Year 2022/23, staff's summary and narratives of the policies behind it, and take public comment and concerns, and schedule a public workshop May 24, and possibly May 31<sup>st</sup>, with a scheduled adoption June 14, 2022.

### **BACKGROUND INFORMATION:**

Municipal Code Chapter 2, Section 2-115 describes the duties of the City Manager, and subsection "G" states this position will provide an "Annual Budget and Capital Program for each ensuing fiscal year, based upon estimates of the financial needs and resources of the City."

The Budget cadence continues on schedule. The Audit was approved as presented without cause for concern in December 2021. In January the Mid-Year budget reported a strong positive balance with an influx of federal assistance for COVID relief. The City allocated \$250,000 of the American Rescue Plan funds for business and non-profit relief efforts, homeless, COVID tests, and one large project that will open the school playground to the public during off-hours; while the Aromas-San Juan Bautista Unified School District prepares a joint use agreement. The City explored the possibility of buying fencing to protect school buildings while providing access to the public to the recreational assets. Of the \$175,000 budgeted only \$100,000 will be needed to install 1,000 linear feet of fencing and 6 gates to make this happen.

In February, the City considered its third Strategic Plan, updating the original approved in 2020. Quality of life was again an important piece of the five strategies. To that end, a lot of progress has been made by the newly hired Assistant City Manager, moving the sphere of influence and "urban growth committee" forward. The City is invested in the preservation of its historic, small-town environment. A lot of work has been done by the Public Safety Ad-Hoc Committee. The recommendation to hire a dedicated Deputy, research camera security systems, and strengthening the relationship between the various safety agencies are examples. Most recently, the City's Economic Development Citizen's Advisory Committee started moving forward with its discussion of the future of Third Street. The attached "Priorities and Issues" document describes all of these efforts in detail.

The City's capital improvements suffered a bit this year with a turn-over in the City Engineer position. In the fall, the City Engineer took an extended leave, returned in December to retire in March. The City was able to start the Community Park at Franklin Circle, and the Verutti Park restrooms this year. And although it is not a City project, completing the round-about at First and Lavagnino was a huge accomplishment. The money for street projects remains in the bank, and these projects will be top on this list in July. Before the May 24 budget Town town hall meeting, the City will have a draft CIP to consider.

### **DISCUSSION:**

At the April 19, 2022 City Council meeting, staff presented a preview of the City's Budget to the Council. Since then, the second installment of property taxes was received – and this is very good news. In the attached "Fund Summaries" the City's General Fund is analyzed in detail.

## GENERAL FUND REVENUE



The heart of the City's \$2.7 million General Fund is Property Tax, Sales Tax and Transient Occupancy Tax (TOT). Sales tax is half of the General Fund. It is projected to be 10% higher this next year than it was before the pandemic. The City was able to recover a large debt owed to its TOT last fall. Property values increased in FY 21/22, helping this revenue source to grow. In 2021, the General Fund had grown 13%, and this year it is estimated in the General Fund to grow 20%. All of the details are in the attached "Fund Summaries" narrative.

## GENERAL FUND STATUS

A. General Fund Revenue	\$ 2,737,935
-------------------------	--------------

B. General Fund Operational Expenses	\$ 2,425,349
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SUBTOTAL	\$ 2,622,849
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D. Available for GF Reserve	\$ 115,086
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## WATER AND SEWER ENTERPRISE FUNDS

The Water Enterprise Fund revenues are budgeted at \$1.24 million this year. Expenses are being held in check at \$911,660. The difference helps reduce the need to raise rates by 25%. Sewer Revenues are up following the rate increase in February and are budgeted at \$1.185 million. Operational costs next year are estimated to be \$575,000. This surplus is paying down the cost of the Hollister Force Main design, which is nearly 100% complete.

## EXPENDITURES

As previously shared with the City Council, the 2023 expenditure budget accounts for inflation. The salaries and health care benefits have been increased by 6% after the "Engineering News Record" statistics for calendar year 2021 showed a 5.2% increase with an 8% inflation increase in March 2022. The City's major contracts for Sheriff, Private Security, Water and Wastewater were all increased by 10%. The Fire Department contract is limited to a 3% increase through 2027. (An analysis of the public safety contracts and costs was shared with the Public Safety Ad Hoc Committee April 26<sup>th</sup> and copied to the City Council.) These tables do not include the additional \$150,000 proposed for a second dedicated Sheriff Deputy.

### PUBLIC SAFETY CONTRACTS

		FY 22 Projected		FY 23 Budget	
Major Safety Contracts		FY 22 Budget	Year End	FY 23 Budget	
	\$ 245,500	\$ 227,628.00	\$ 234,456.84	7-YR TERM (2019)	
County 911	\$ 65,000	\$ 65,000.00	\$ 65,000.00	Year to Year	
Sheriff	\$ 150,000	\$ 158,052.00	\$ 165,000.00	Up for Renewal	
Private Security	\$ 102,500	\$ 128,252.00	\$ 112,750.00	Up for Renewal	
				No Change	Fire Dept
Animal Control	\$ 10,000	\$ 10,000.00	\$ 10,000.00	\$ 245,500	
	\$ 573,000	\$ 588,932	\$ 587,207		

Most cities spend approximately 65% of their budget on public safety. It is time to strengthen the Sheriff contract and move our safety programs forward. Adding a second Deputy increases the percentage from 20% to 33%.

### PUBLIC SAFETY EXPENSES

Department	Dept #	Actual FY 20	Actual FY 21	Budget FY 22	Budget FY 23	FY22- FY23 % Change
------------	--------	-----------------	-----------------	-----------------	-----------------	------------------------



Fire and EMS	20	\$ 280,626	\$ 309,709	\$ 286,000	\$ 310,550	8.6%
Code Enf	25	\$ 6,698	\$ 76,424	\$ 69,690	\$ 76,470	9.70%
Law Enf	30	\$ 307,725	\$ 342,305	\$ 311,230	\$ 337,813	8.5%
Animal Contr	36	\$ 10,000	\$ 10,000	\$ 10,000	\$ 10,000	0%
		\$ 605,049	\$ 738,438	\$ 676,920	\$ 734,833	
% General Fund		30%	39%	32%	20%	

#### HAZARD PAY

Payroll during COVID became an equity issue for many cities as emergency responders and front-line employees were not allowed to work “remotely.” Many cities in the State answered that concern with COVID “hazard pay,” and one-time payment to employees that worked on-site between March 2020 and June 2021. The Salinas Human Resources Director shared with me that “hazard pay ranged from \$400 to \$10,000 per employee among the dozen or so cities she surveyed. On April 22, 2022, Salinas agreed to pay \$2,000 per employee, more than \$1 million total.

The City has ten such employees and, if offered \$2,000 per employee, the total cost is \$22,950. Staff is recommending this cost be added to the budget.

#### ARP BUDGET

Described in the attached “Priorities and Issues” attachment are the details of the budget request and changes recommended for the use of the \$500,000 American Rescue Plan budget FY 22/23. Two requests have been received to assist with funding for the school track, and to help with historic resources and landscaping at the Jim Jack Cabin in Luck Park. Some of the \$75,000 savings from the Mid-Year allocation for the joint-use school project is recommended for these projects.

		FY 21/22		
<b>AMERICAN RESCUE PLAN BUDGET</b>				
		\$ 250,000	Spent	Balance
<b>MID YEAR BUDGET FY 21/22</b>				
COVID Tests	\$ 5,000	0	\$ 5,000	
Business Grants	\$ 25,000	25000	\$ -	
New start-up Businesses	\$ 20,000	20000	\$ -	
Homeless programs	\$ 10,000	0	\$ 10,000	
Non-Profits Grants	\$ 15,000	15000	\$ -	
School/Facility Joint Use Program	\$ 175,000	100000	\$ 75,000	
		\$ 250,000	160000	\$ 90,000

		FY 21/22	FY 22/23	Total
<b>BUDGET FOR FY 22/23</b>				
COVID Tests	\$ -	\$ -	\$ -	
Business Grants	\$ 25,000	\$ 25,000	\$ 50,000	
New start-up Businesses	\$ 20,000	\$ 15,000	\$ 35,000	
Homeless programs	\$ 10,000	\$ -	\$ 10,000	
Non-Profits Grants	\$ 15,000	\$ 10,000	\$ 25,000	
School/Facility Joint Use Program	\$ 175,000	\$ (75,000)	\$ 100,000	
Third Street Transformation	\$ -	\$ 115,000	\$ 115,000	
Public Safety Initiative	\$ -	\$ 100,000	\$ 100,000	
Track and Field Contribution	\$ -	\$ 50,000	\$ 50,000	
Luck Park Historic Improvements	\$ -	\$ 15,000	\$ 15,000	
		\$ 245,000	\$ 255,000	\$ 500,000



## CAPITAL IMPROVEMENT PROJECTS

The 21/22 CIP is provided in the Budget Overview Section status of each of the 36 projects. This list has been updated to include wastewater treatment plant improvements and the School Joint Use project approved at Mid-Year. % new projects have been added including the construction of the sewer force-main to Holister.

Draft CIP FY 22/23

	# of Projects	New	Budget
<b>Street Projects</b>	4	1	1,931,303
<b>Utility projects</b>	9	1	18,898,045
<b>Parks Projects</b>	5	3	390,458
<b>Community Facilities Projects</b>	3	0	120,000
<b>Equipment</b>	4	0	7,500
<b>Studies</b>	5	2	428,025
<b>Special Initiatives</b>	3	0	518,203
	33	5	22,293,534

2-New Studies- Fire Services Assessment and Housing Element (plus completing a new Inclusive Housing Ordinance).

Other New Capital Improvements being considered include:

- 1) Force Main to Hollister Construction (\$18 million)
- 2) New park tables and benches (\$20,000)
- 3) \$200,000 for sidewalk repairs
- 4) Telemetric monitoring system for the wells and lift stations known as "SCADA"
- 5) \$1 million for streets and sidewalks- Adding five additional streets to this list from CIP 21-22 in FY 21/22.

Last year, the City budgeted \$200,000 for street repairs and this year, the City is proposing to spend more than \$1 million. The list of new streets is provided in the Budget Overview "CIP" section. The City Engineer is looking at sewer and water pipe video before recommending any superficial improvements to the streets.





# Population Overview



TOTAL POPULATION

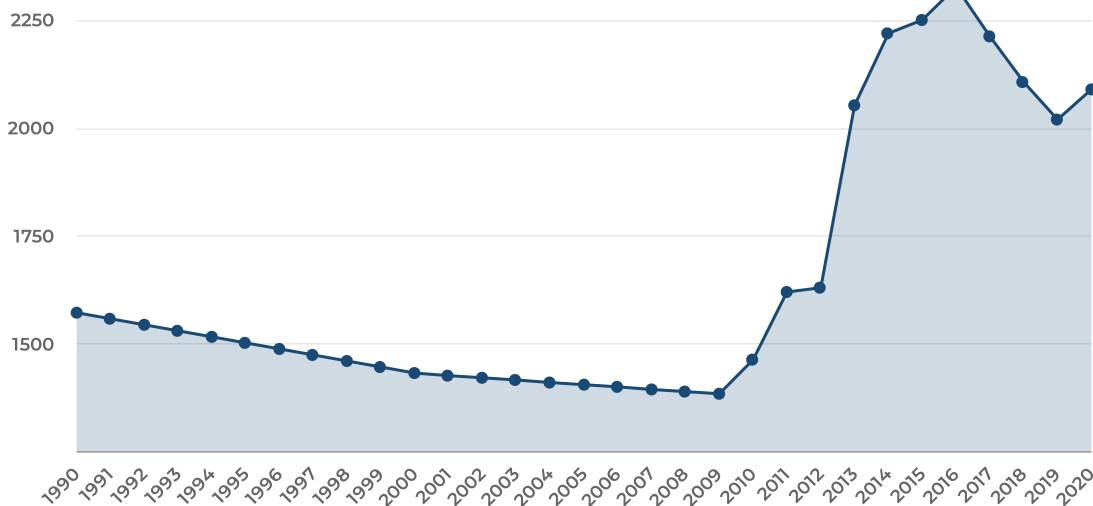
**2,089**

▲ **3.5%**  
vs. 2019

GROWTH RANK

**130** out of **485**

Municipalities in California



\* Data Source: U.S. Census Bureau American Community Survey 5-year Data and the 2020, 2010, 2000, and 1990 Decennial Censuses



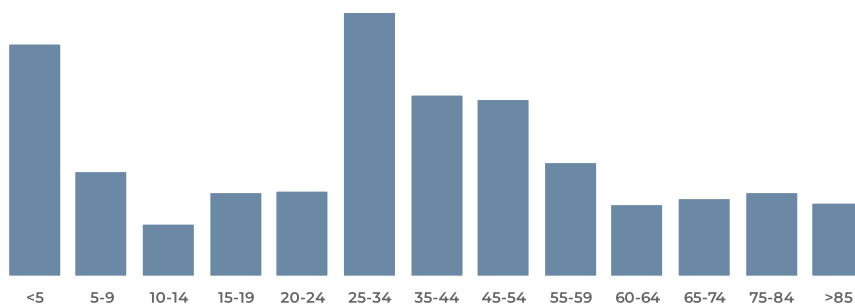
DAYTIME POPULATION

**1,950**

Daytime population represents the effect of persons coming into or leaving a community for work, entertainment, shopping, etc. during the typical workday. An increased daytime population puts greater demand on host community services which directly impacts operational costs.

\* Data Source: American Community Survey 5-year estimates

## POPULATION BY AGE GROUP



Aging affects the needs and lifestyle choices of residents. Municipalities must adjust and plan services accordingly.

\* Data Source: American Community Survey 5-year estimates

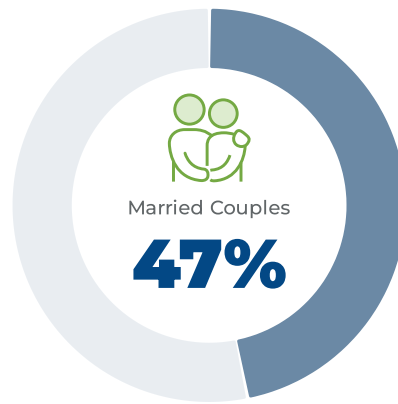
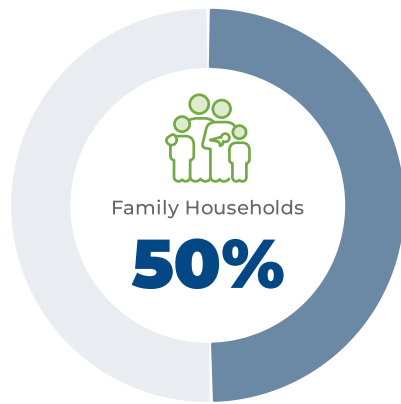


## Household Analysis

TOTAL HOUSEHOLDS

**714**

Municipalities must consider the dynamics of household types to plan for and provide services effectively. Household type also has a general correlation to income levels which affect the municipal tax base.



▼ **6%**

lower than state average



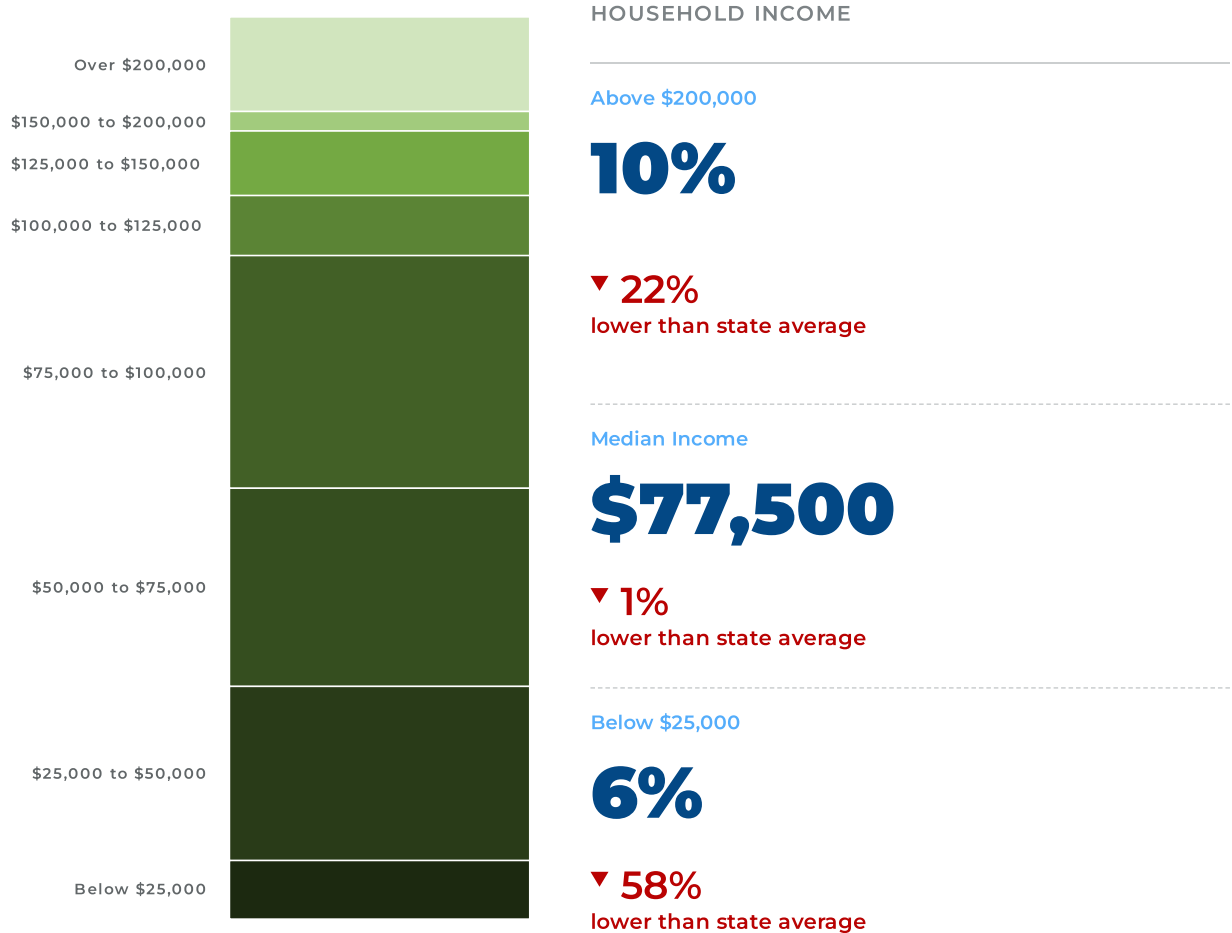
▲ **42%**

higher than state average

*\* Data Source: American Community Survey 5-year estimates*

## Economic Analysis

Household income is a key data point in evaluating a community's wealth and spending power. Pay levels and earnings typically vary by geographic regions and should be looked at in context of the overall cost of living.



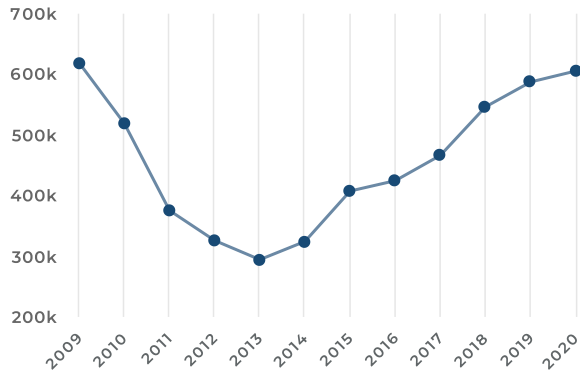
*\* Data Source: American Community Survey 5-year estimates*



# Housing Overview



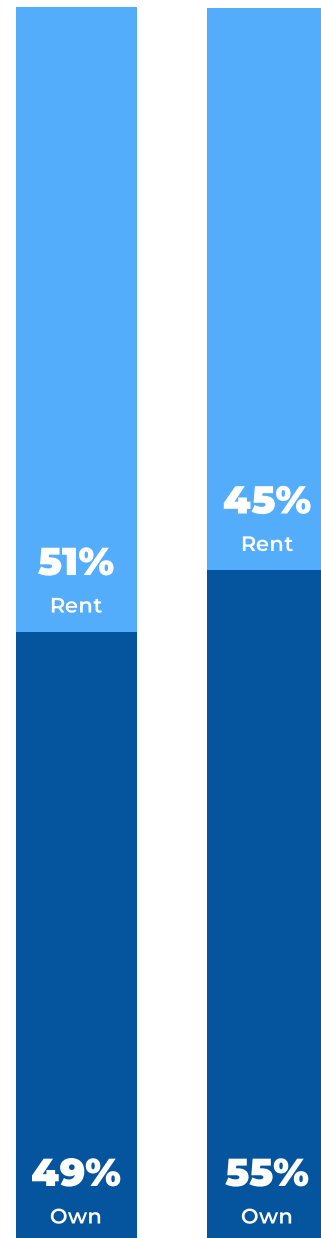
2020 MEDIAN HOME VALUE  
**\$605,600**



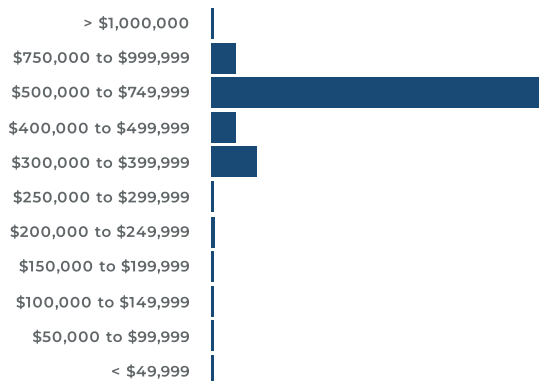
*\* Data Source: 2020 US Census Bureau  
(<http://www.census.gov/data/developers/data-sets.html>), American Community Survey. Home value data includes all types of owner-occupied housing.*

## HOME OWNERS VS RENTERS

San Juan Bautista State Avg.



## HOME VALUE DISTRIBUTION



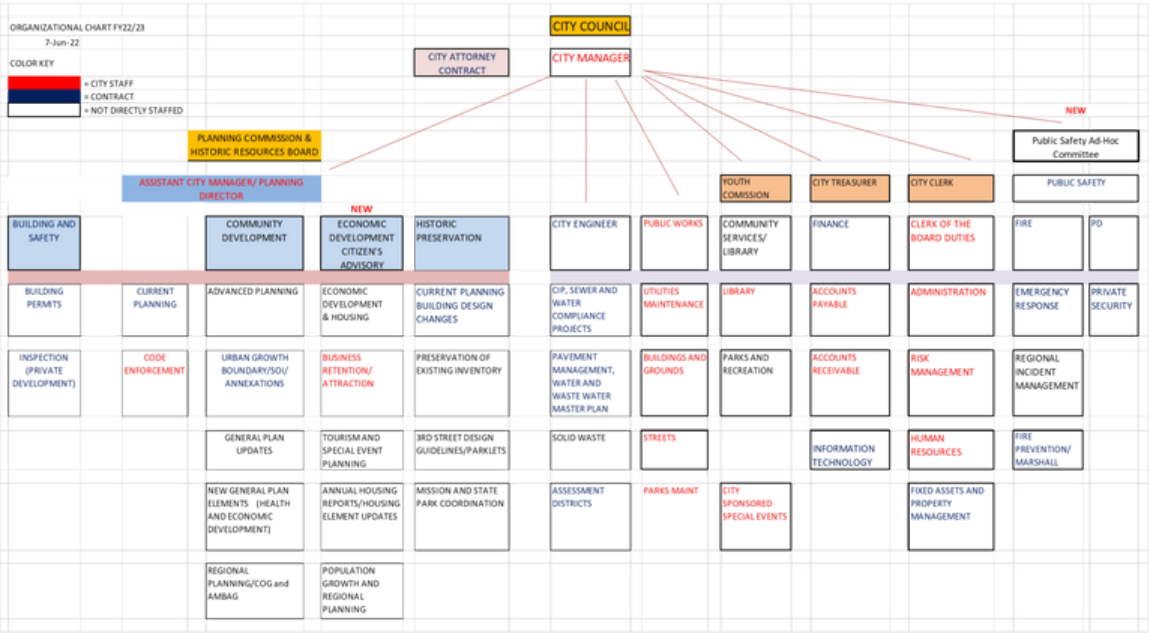
*\* Data Source: 2020 US Census Bureau  
(<http://www.census.gov/data/developers/data-sets.html>), American Community Survey. Home value data includes all types of owner-occupied housing.*

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(<http://www.census.gov/data/developers/data-sets.html>), American Community Survey. Home value data includes all types of owner-occupied housing.*



# Organizational Chart 22-23

The FY 22/23 Organizational Chart has been updated, continuing the Community Services additions recommended in the Budget, and adding two new City Council committees; the Economic Development Citizens Advisory Committee and the Public Safety Ad-Hoc Committee. The attached file provides a larger image if needed.



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# **BUDGET OVERVIEW**

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# Strategic Plan

## STRATEGIC PLAN MARCH 8, 2022

1. Create, promote, and nurture partnerships within our community
  - a. Arts and Culture
  - b. Community-based Non-Profits
  - c. Governmental and Public Safety
  - d. State Park
  - e. Archdiocese (Mission)
  - f. Native American Tribal Bands, including the Amah Mutsun Tribal Band
  - g. Housing partners
  - h. Economic Development partners (City Economic Development Citizen Advisory Committee, San Benito County EDC Comprehensive Economic Development Strategy
  - a. Local, regional and State transportation partners
  - j. Business
  - k. Schools, Community Colleges, and Universities
  - ax. Agriculture
2. Preserve, protect, promote our community assets and economic vitality while maintaining historical and cultural charm.
  - a. Continue to expand Community Development Services
  - b. Initiate the General Plan Amendment to include a new Sphere of Influence.
  - c. Focus on the City's advanced planning and preserve its historic assets and small-town charm; maintain the City's CLG status
  - d. Create a Housing and Economic Development Division within Community Development Department
  - e. Further develop the recommendations from the City's Economic Development Advisory Committee
  - f. Begin the Third Street Master Plan
  - g. Adopt the City's Climate Action Plan
3. Invest, maintain, strengthen, plan and renew, our vital infrastructure:
  - a. Build a new Source of Water, and build the force main to Hollister for the discharge of Wastewater
  - b. Continue to Invest in the infrastructure prioritized in the Water and Waste Water Master Plans
  - c. Continue to fund the priorities in the Pavement Management Plan
  - d. Reduce Greenhouse Gasses, develop sustainable independent Power grids
  - e. Stormwater, inflow and infiltration
  - f. Update and modernize City Facilities
  - g. Open Space and Active Transportation Plan
4. Promote public amenities:
  - a. Parks- complete Verrutti Park and Franklin Park, Implement the Luck Park Master Plan, begin the master plan for Washington Street Park
  - b. Fund and build Trail system
  - c. Expand Recreational opportunities through partnerships (schools)
  - d. Consider special events to highlight the heritage of Cultural Arts and Activities in the City (El Teatro Campesino and Credo Studios)
  - e. Establish a Parks, Recreation and Library Sub-Committee
  - f. Consider staffing recreation programs, youth commission and new recreation/libraries committee
5. Quality of Life
  - a. Enforce ordinances maintaining quality of life, promoting health and safety for the community.
  - b. Implement recommendations from the Public Safety Sub Committee to include security cameras, contract staffing alignment, code enforcement and private security.
  - c. Participate in the County Emergency Preparedness efforts, and work with the County and City of Hollister to make certain the latest Hazard Mitigation Plans include the City and work for the region.



- d. Build resiliency into the City's quality of life by building closer communications, closer relationships, by listening to our neighbors and friends.
- e. Nurture diversity, identify and remove inequities, and celebrate the strength that comes from a strong and diverse community.





## Priorities & Issues

### PRIORITIES AND ISSUES FOR FISCAL YEAR 22/23

The City's budget is based on its evolving Strategic Plan, adopted March 17, 2022, and now in its third and final year. Consistent with election cycles, a new Strategic Plan will be considered for FY 23/24 after the 2022 election this November. Pushing ahead, the City is in great financial position to reach many of its long-term goals in FY 22/23.

In December, the City approved new sewer rates that include the capital cost to send its wastewater to Hollister. The design of the Force Main is 90% completed. It is scheduled to break ground this fall. If the water rates are approved in July 2022, the City will be poised to complete its new drinking water program. This project will break ground next fiscal year, and is scheduled for completion before December 2024. It consists of a 7-mile pipeline from the West Hills Treatment Plant, importing 65% of its water and blending it with City well-water.

A year ago, the City hired its Assistant City Manager Community Development Director and has re-built its short-term and long-term planning capacity. This opens the door for growth in all City programs, but especially in two of its three "Special Initiatives;" Third Street Master Plan and Sphere of Influence/urban Growth Boundary Committee. Other priorities including public safety are addressed in both the Strategic Plan and the budget in FY 21-22 are scheduled to move into high-gear in 2022/23. The City has the capacity to make these aspirations a reality.

#### SUMMARY

At the Mid-Year Budget review, the City budgeted for several new initiatives in relying on the American Rescue Plan to re-charge its General Fund. These one-time expenses covered COVID test, business and non-profit loans, and the focus was the joint use of the San Juan School facilities.

The City attempted to buy testing kits for its employees, and they became backordered. The order was never filled, but the Fire Department has come through with ample supply. The use of this \$5,000 can be reconsidered. Business loan applications have exceeded expectations. It needs more budget to accommodate the number of applications at \$2,500 each. The project to install fencing at the school to allow for afterhours use by the public, is less than budgeted. This frees up \$75,000.

Budgeting the second installment of \$250,000, staff has the following recommendations that reinforce existing priorities. The track-and field project reports raising 2/3 of their goal. They have written seeking \$50,000 from the City. The Luck Park master plan is complete, and the Historic Society has requested funding to enhance the preservation of Jim Jack Cabin, and landscaping for it (recommending \$15,000 as "Luck Park Improvements").

The majority of the funds are targeted to the Third Street Master Plan and Public Safety initiative. All of the policy focus areas are described in detail, with a new policy area focused on community services and recreation.



AMERICAN RESCUE PLAN BUDGET	FY 21/22		
		Spent by 6.30.22	Balance
<b>MID YEAR BUDGET FY 21/22</b>			
COVID Tests	\$ 5,000	\$ -	\$ 5,000
Business Grants	\$ 25,000	\$ 25,000	\$ -
New start-up Businesses	\$ 20,000	\$ 20,000	\$ -
Homeless programs	\$ 10,000	\$ -	\$ 10,000
Non-Profits Grants	\$ 15,000	\$ 15,000	\$ -
School/Facility Joint Use Program	\$ 175,000	\$ 100,000	\$ 75,000
	\$ 250,000	\$ 160,000	\$ 90,000
	FY 21/22	FY 22/23	Total
<b>BUDGET FOR FY 22/23</b>			
COVID Tests	\$ -	\$ -	\$ -
Business Grants	\$ 25,000	\$ 25,000	\$ 50,000
New start-up Businesses	\$ 20,000	\$ 15,000	\$ 35,000
Homeless programs	\$ 10,000	\$ -	\$ 10,000
Non-Profit Grants	\$ 15,000	\$ 10,000	\$ 25,000
School/Facility Joint Use Program	\$ 175,000	\$ (75,000)	\$ 100,000
Third Street Transformation	\$ -	\$ 115,000	\$ 115,000
Public Safety Initiative	\$ -	\$ 100,000	\$ 100,000
Track and Field Contribution	\$ -	\$ 50,000	\$ 50,000
Luck Park Historic Improvements	\$ -	\$ 15,000	\$ 15,000
	\$ 245,000	\$ 255,000	\$ 500,000

#### Sphere of Influence/General Plan Amendment (FY 21-22 \$260,000).

The City is able to combine its SB2 Grant of \$160,000 with the \$100,000 from the General Fund set aside last year to work on a new sphere of influence. The week of May 3<sup>rd</sup> the City conducted several stake-holder meetings, a design charette, and convened a special meeting of the City Council to receive public input on a new sphere of influence, and the possibility of amending the General Plan to include a “planning area” and “growth boundary.” The consultant team is scheduled to return at a joint City Council/Planning Commission meeting to consider the results of this intense data collection effort.

The work for SB2 Grant is time sensitive and has to be completed in September 2022. But work will continue after that. Assuming a sphere of influence is approved, it needs to be negotiated with the County. A property tax-sharing agreement will be needed, based upon a newly drafted Municipal Services Report. CEQA work will be required, and then submit an application to the Local Agency Formation Commission for approval.

#### Third Street Master Plan, (increase from \$100,000 to \$215,000).

A Master Plan takes into consideration the strengths and weaknesses of the current designs and infrastructure, works closely with the community and stakeholders to determine the best path forward, and then establishes a vision for the future of Third Street within a 5-10-year window. This year, the City is considering adding \$115,000 to the current \$100,000 budget from one-time funds available in the General Fund as a result of American Rescue Plan (“ARP”) assistance. Until this visioning process is completed, it is presumed that the Parklets would remain with annual permitting process to assure compliance with aesthetic and safety concerns. It may be that the Parklets evolve to become part of the permanent Third Street fabric, or evolve into 5-foot-wide sidewalks, allowing two-way traffic, with tables and chairs, and retail displays to use the additional space. The future of special events and other diverse uses of the public space on Third Street will be fully vetted over an 18-month study.

The newly formed Economic Development Citizens Advisory Committee is the voice of this project. It has been growing quickly. The EDCAC has a goal to form a formal business district downtown, and add structure to its policy decisions. The extension of parklets is one example of a sound policy decision coming from this new standing committee.

#### Public Safety Initiative, (increase from \$100,000 to \$200,000).

Since August 2021, the Public Safety Ad-Hoc Committee consisting of Chair Mayor Jordon, Councilmember Freels, Planning Commissioner David Medeiros, Planning Commissioner Yolanda Delgado, and Committee Member (Vide Chair) At Large Rachel Ponce have met 8-times. The Committee began with an assessment of public safety components consisting of three major contracts; Sheriff, Fire, and Private Security. The role of the code enforcement functions was also reviewed.



A lot of attention was given to security cameras. The City of King City Police Chief and City Manager reported to the Committee regarding the success of their program. Staff researched King City, Soledad and Hollister. All three cities are equipped with their own police department and technical staff. Discussions with the Sheriff's department about implementing a security system in San Juan Bautista have been positive, but their current use of video is limited to vehicles and body-cameras. In February they hired a new dedicated IT person and the City hopes to benefit by expanding the technical capacity of both agencies to not just purchase but monitor and take full advantage of a solid security cameras system in the City. At its April 2022 meeting, the Public Safety Ad-Hoc Committee recommends that another \$100,000 of the American Rescue Plan dollars be allocated to double this budget from last fiscal year.

At its October 18, 2021 the Committee approved a recommendation to the City Council, and the Council adopted Resolution 2021-58 requesting the Sheriff Department to change its service delivery from random coverage to one relying on a dedicated deputy. The Sheriff implemented that request just before the Arts and Crafts Festival in March 2022 at no additional cost to the City. We are developing a "coffee with a cop" program, as well as other community-based policing ideas.

Following a review of the Code Enforcement program, the City is working to improve the tools of code enforcement for nuisance properties and parking enforcement. The City tags 3-6 vehicles per month, and has towed 4 in the past 9-months. In 2020, the City wrote 15 citations and in 2021/22 it has written 65 citations.

The City code is being improved to allow easier and more assertive enforcement for properties that are neglected and deteriorating or dilapidated. This Ordinance will come forward in the next 60-days. Seven different parking laws are being considered as well. Three new violations concerning sidewalks and crosswalks, and improvement to parking laws for RV and boat storage and other legislative clean-up efforts.

Parking enforcement and administrative citation capabilities are being extended to private security. A new request for proposals was issued in April, and a new private security company is being considered with parking enforcement tools and experience. Bringing this skill-set to the City will greatly improve parking enforcement to the extent that a parking district can be established for the downtown.

To support this effort, the City has reviewed and doubled its capacity to enforce the payment of parking and administrative citations. "Data Ticket" was only monitoring parking tickets, and there was no follow-through on Administrative Citations. This has all been changed and upgraded now, to balance the whole enforcement matter. When needed collection agencies can intervene.

The biggest question before the City Council is the possibility of having two dedicated deputies. The General Fund revenues can support this increased expense, especially if the private security services are reduced. This would increase having a deputy in the City from 4 ten-hour shifts, to 7 ten-hour shifts per week, with one overlap on Saturdays or as otherwise needed. The cost is estimated to be \$150,000 annually. The cost of private security in FY 21/22 is \$120,000. The City could reduce private security 50% (\$60,000) and bear the burden of the extra \$90,000. Staff and the Sheriff both support this move. It will be discussed by the Public Safety Ad Hoc Committee in May and June.

#### COMMUNITY SERVICES INITIATIVE (NEW IN 2022)

Staff has presented on several occasions the concept of adding at least a part-time community services coordinator position. The City is actively expanding recreation and community service facilities. These include the improving the acoustics in the Community Hall and opening it during the week for senior citizen services and other opportunities. It also includes the work started at Mid-Year budget towards the joint use of the San Juan School, its basketball courts and future track-and-field. Within the next few months, staff will receive a joint use agreement from the School District. Once executed, fencing will be quickly installed that will allow the school facilities to be open when the school is not. Maintenance staff will be on-board for the weekend coverage to help open and secure the facility. The use of Luck Park can also be expanded.

In addition to recreational concerns, the position can help with several other needs. It can bring back the Youth Commission. This Commission has been shut-down since COVID and staff does not currently have the capacity to oversee it. It can take the lead in helping coordinate community events. And very importantly, it can help organize community volunteers to serve the community by helping with City and community activities. It takes a reliable person to staff this position and consistently provide time and energy to these efforts to make this work. This part-time position is currently in the budget.



## Personnel Changes and Allocations for FY 22/23

### PERSONNEL NARRATIVE FOR FISCAL YEAR 2022/23

The largest piece of the budget is centered around payroll costs. Last year, the City re-built a real community development department, hiring an experienced Assistant City Manager/Director. We are now recruiting for a Deputy City Clerk, and that position may transition to City Clerk if approved by the voters in the 2022 Election in November. Last year we budgeted for 15 "Full-Time Equivalent" positions and this year we are budgeting for 18 "FTE's." The new positions are a combination of full and part-time positions, and part-time positions can vary from 20hours per week to 30hours per week.

#### Funding Source FY 21/22 FY 22/23

General Fund	10.53	12.63
Special Funds	4.47	5.37
	<u>15.00</u>	<u>18.00</u>

We are working towards adding a Community Services function to the organizational chart. We have budgeted a new Community Services Coordinator position to help grow a new recreation program in the soon-to-be accessible school grounds, basketball and track, and the soon-to-be renovated Community Hall. This position can help develop programs for teens and seniors at these newly accessible facilities. We have also targeted this position to help with community outreach, coordinating volunteers, working with special events, and re-starting the youth commission. If approved, a job description will come before the City Council for approval in July.

Here are the notable changes and confirmations budgeted for FY 22/23:

- Removal of the Community Liaison part-time position
- Code Enforcement; paid 75% from Code Enforcement and 25% from Public Safety to remain at 30hours per week (part-time, no benefits)
- Library Lead Tech to remain at 30 hours per week (part-time, no benefits)
- New Deputy City Clerk at the same payrate (may have to reconsider)
- Potential new City Clerk position following the November election
- 6% cost of living increase across the board (inflation for March was 8%) (cost estimated to be \$65,000 split amongst various departments and funds)
- A new Community Services Coordinator position to start at mid-year (\$30,000)
- A second and new part-time Maintenance Worker position to start immediately using salary savings from the 9-month vacancy in this single position. The two part-time positions will provide janitorial services on weekends and holidays, and support full-time staff during the week.
- Workers' compensation costs have more than doubled from \$28,000 to close to \$60,000 annually.
- Hazard Pay for essential public service work during COVID-19; a one-time stipend of \$2,000 for each full-time employee, Lead Library Tech (served as part-time PIO) and Code Enforcement Officer (served as part-time Incident Command System Operations Director) - (\$30,000 across all funds)

Overall, the City anticipates an 8.9% increase in its payrolls for 2022. ***(Adding the WC Increase - This has grown to an 18% increase- \$1,374,821)***

	<b><u>FY21/22</u></b>	<b><u>FY21/22</u></b>	<b><u>FY22/23</u></b>
	<b><u>Budget</u></b>	<b><u>Projection</u></b>	<b><u>Budget</u></b>
<b>General Fund (all departments)</b>	669,558	600,000	681,337
<b>Community Development</b>	124,018	118,000	139,267
<b>Water Enterprise</b>	183,120	205,000	208,484
<b>Sewer Enterprise</b>	152,597	160,000	209,944
	<u>1,129,293</u>	<u>1,083,000</u>	<u>1,239,032</u>

109,739    8.9%            Increase in budget over prior year budget

#### Public Works



Streets	90,629	98,000	105,327
Parks	126,203	125,000	130,538

Attached is the payroll allocation chart.



## CIP NARRATIVE DESCRIBING THE STATUS OF THE FY22/23 CIP PROJECTS AND FUTURE CONSIDERATIONS JUNE 6, 2022

The City's CIP is shifting from the focus on parks and facilities to streets. The City will be completing Verutti Park and Franklin Park this fiscal year, but has not begun any street improvements. As a result, the balance of funds available for streets has more than doubled. This year, the budget for streets is more a \$1 million. Of that amount, \$200,000 will be directed toward sidewalk repairs. The next building on the radar is the acoustics for the Community Hall.

These are the streets scheduled for improvement this fiscal year, expanding from 8 to 15.

### PMP – Original Pavement Rehabilitation - City of SJB (03/01/2022)

Street Name	Beg Loc	End Loc	Surface Area sq. ft. (approx.)	Current PCI	Treatment	Approximate Cost (\$) (PMP- CAPS 2020)
a) Franklin	6 <sup>th</sup> St.	4 <sup>th</sup> St.	615'X26'= 15,990	65	Edge Grind & Thin Overlay	\$38,376
b) Franklin	4 <sup>th</sup> St.	3 <sup>rd</sup> St.	377'X28'= 10,556	39	Edge Grind & 2" Overlay	\$39,644
North St	3 <sup>rd</sup> St.	1 <sup>st</sup> St.	492'X36'=17,712	60	Edge Grind & Thin Overlay	\$42,509
Second St.	Monterey St.	San Jose St.	677'X36'=24,372	66	Edge Grind & Thin Overlay	\$58,493
a) Monterey St.	Church St.	4 <sup>th</sup> St.	558'X34'=18,972	59	Slurry Seal	\$11,549
b) Monterey St.	Church St.	Cemetery Ent	353'X26'=9,178	-	Edge Grind & Thin Overlay	\$22,030 (Est.)
The Alameda	Pearce St.	Hwy. 156	688'X35'=24,000	82	Crack Sealing & Min. Slurry Seal	\$1,000 (Est.)
Polk St.	4 <sup>th</sup> St.	2 <sup>nd</sup> St.	550'X35'=19,000	52	Edge Grind & 2" Overlay	\$71,356 (Est.)
			<b>139,780 sq. ft.</b>			<b>\$284,957 (YR 2020 Est.)</b>
						<b>+30% Cost Escalation:</b>
						<b>\$370,500 (YR 2022 Est.)</b>





### PMP – Additional Pavement Rehabilitation - City of SJB (06/01/2022)

Street Name	Beg Loc	End Loc	Surface Area, sq. ft. (approx.)	Current PCI	Treatment	Approximate Cost (\$) (PMP- CAPS 2020)
Fifth St	Muckelemi St.	Polk St.	495'X36'= 17,820	42	Edge Grind & 2" Overlay	\$68,932
Seventh St.	San Antonio	Polk St.	616'X36'=22,176	45	Edge Grind & 2" Overlay	\$85,782
a) Church St.	Cemetery Entrance	3 <sup>rd</sup> St.	609'X28'=17,052	47	Edge Grind & 2" Overlay	\$67,940
b) Church St.	3 <sup>rd</sup> St.	2 <sup>nd</sup> St.	219'X35'=7,665	49	Edge Grind & 2" Overlay	\$30,540
Fourth St.	Monterey	The Alameda	2,600'X35'= 91,000	86	Slurry Seal	\$2,000 (Est.)
Sixth St.	Washington St.	Franklin Circle	228'X36'= 8,208	69	Slurry Seal	\$4,600
Seventh St.	Polk St.	Washington St.	629'X36'=22,644	50	Edge Grind & 2" Overlay	\$92,927

**186,565 sq. ft.**

**\$352,750 (YR 2020)**

**+30% Cost Escalation:**

**=\$458,600**

**Original + Additional Pavement Rehab- Grand Total Cost (w/Escalation) = \$829,100**

Perhaps the biggest impact on the CIP in FY 22/23 is the addition of the Force-Main to Hollister. In the upcoming fiscal year, the City will be building this 6-mile wastewater pipe line. It is scheduled to be completed by the Spring of 2024.

The CIP is budgeted to spend \$22.3 million next year, and \$18 million is to decommission the waste-water plant, and build the wastewater force-main to Hollister, and \$1 million is for streets. \$380,000 is from the American Rescue Plan ("ARPA").

Three new studies are recommended; \$197,500, paid for by the General Fund:

1. \$35,000 to complete work on a new Inclusionary Housing Ordinance (begun as part of the LEAP Grant which has all been spent on the Accessory Dwelling Unit project);
2. \$150,000 to start the new Housing Element - HCD's Sixth cycle due to be completed by 12.31.2023; and
3. \$12,500 for update the fire services assessment in contemplation of forming a regional fire district.

Draft CIP FY 22/23

<b>JUNE 6, 2022 CIP</b>	# of Projects	New	Budget
<b>Street Projects</b>	4	1	1,931,303
<b>Utility projects</b>	9	1	18,898,045
<b>Parks Projects</b>	5	3	390,458
<b>Community Facilities Projects</b>	3	0	120,000
<b>Equipment</b>	4	0	7,500
<b>Studies</b>	5	2	428,025
<b>Special Initiatives</b>	3	0	518,203
	<b>33</b>	<b>7</b>	<b>22,293,534</b>

Below is the CIP budget for the upcoming fiscal year.

#### JUNE 6, 2022 CIP

<b>CAPITAL IMPROVEMENT BUDGET FY 22/23 Projects</b>			Spent in FY	Balance	New, Decrease, & Additional Funds
05.31.2022	(draft)	Project #	21/22		
<b>Street Projects</b>					
	Hwy 156 RTL	20.03	5,955	590,643	
\$	PMP- Slurry Seal, Overlay	21.22	2,310	270,160	830,00



	Landscape for Third Street Improvements	22.06		40,500	
NEW	Sidewalk Repairs	23.01			200,00
<b>Utility projects</b>					
*	Rancho Vista Lift Station	20.05		125,000	
	Transfer Switches for Wells 1 + 5	21.07	1,650	4,350	
	Design Force Main to Hollister	21.20	584,276	334,343	
NEW	Construct Force Main to Hollister	23.02			18,000,00
\$\$	Dias Lift Station Pump Upgrades	22.03	7,425	(40,428)	115,00
\$\$	Telemetry	22.04	-	50,000	100,00
	Lift Station Pump-Emergency Repl	22.05	8,220	6,780	10,00
	Emergency Generators	21.23	-	170,000	
MY	Waste Water Treatment Plant - Mid Year	22.06	30,000	3,000	20,00
<b>Parks Projects</b>					
MY	Joint Use of School	22.07		175,000	(75,000)
NEW	Track and Field Contribution	23.04			50,00
NEW	Parks Tables and Benches	23.05			20,00
NEW	Luck Park Historical Imps	23.03			15,00
	Trail Plan (ATP)	21-02	44,542	205,458	
<b>Community Facilities Projects</b>					
\$\$	Community Hall Acoustics	21.24		45,000	5,00
\$\$	Fire Station Apparatus Bay	21.23		50,000	20,00
<b>Equipment</b>					
	Pipe Threader	21.18		2,500	
\$\$	Steel Trench Plates	21.25		2,500	2,50
<b>Studies</b>					
\$\$	Water/Sewer Rate Study (Prop 218)	21.09	37,247	(38,007)	70,00
	Impact Fee Nexus Study	21.10		35,000	
	SB 2 Grant HCD	21.12		159,087	
\$\$	LEAP Grant HCD	21.13	53,618	1,834	35,00
	REAP Grant HCD	21.14	20,839	2,611	
NEW	Fire District Study	23.06			
NEW	Housing Element (half this FY half next FY)	23.07			
<b>Special Initiatives</b>					
	Urban Growth/Sphere of Infl	21.11	416	103,203	
\$\$	Third Street Master Plan	22.01		100,000	115,00
\$\$	Public Safety Committee Initiative	22.02		100,000	100,00
			1,092,283	2,762,242	19,632,50
Subtract Force-Main to Hollister					(18,000,00)
					1,632,50

NEW GENERAL FUND CIP MONIES (BALANCED IS CARRIED FROWARD FROM THE PRIOR YEAR)

\* ARPA funds have \$500,000 budgeted, and \$120,000 are in the operational budget, \$380,000 are budgeted in the CIP





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# **FUND SUMMARIES**

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## GENERAL FUND

The City's General Fund Budget for Fiscal Year 2022/23, anticipates \$2.737 million in Revenue (a record high), and \$2,425,349 in Operational Exe[enses,

The City has ten different funds that it tracks. The creation and maintenance of a fund is generally mandated by its source. This is known as 'fund accounting' and is the cause of the "silo" effect in government. A bureaucratic silo is created when funds for one use cannot be used for another. The City's Utility Enterprise funds are a good example of specific revenues from rate payers, that must be used to pay for utility costs only.

The one fund that is capable of crossing these vertical lines is the General Fund. The City Council has the most discretion in budgeting the General Fund then the special use funds. The fund commonly used to fill gaps in financing where insufficient funds can stop a project. Approximately one-third of the City's General Fund pays for Public Safety, and most cities spend two-thirds of their General Fund on these services.

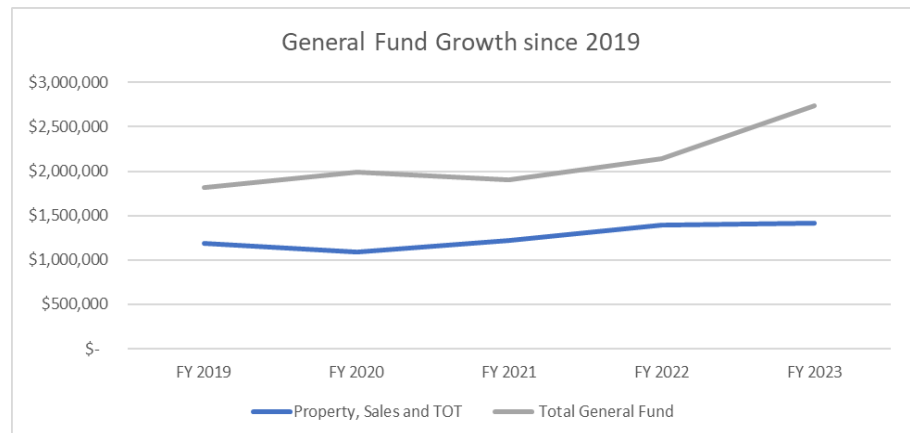
The City's General Fund is actually a collection various smaller funds that all have one thing in common: no strings attached. The three principal sources of General Fund Revenues are the City share of Property Tax, Sales Tax and Transit Occupancy Tax. They equal half of the \$2.7 million General Fund. Below is a table describing how these revenues have performed over the past three years.

General Fund	FY 2019	FY 2020	FY 2021	budget FY 2022	Proj Year Endbu FY 2022	F
Property Tax	\$ 389,752	\$ 459,805	\$ 506,103	\$ 522,398	\$ 543,991	\$ 5
Sales Tax	\$ 639,571	\$ 529,724	\$ 661,537	\$ 533,000	\$ 696,114	\$ 6
TOT	\$ 154,570	\$ 96,508	\$ 54,214	\$ 150,000	\$ 157,523	\$ 1
	\$ 1,183,893	\$ 1,086,037	\$ 1,221,854	\$ 1,205,398	\$ 1,397,628	\$ 1



## General Fund

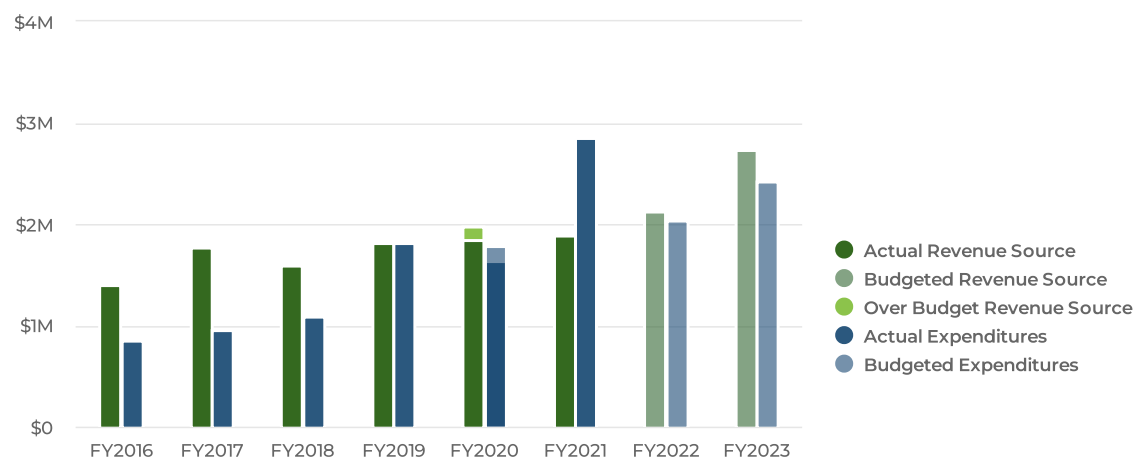
Overall, last year, the City saw a 13% growth in the General Fund between 2019 and 2021. That has grown to a growth rate of 20%. Due to an influx in COVID relief funds targeted at the general Fund's recovery from the downturn in 2020, the City is projecting the highest General Fund revenue budget ever \$2.7 million dollars. The City is not budgeting the 50% increase this presents, but rather being conservative with a 20% increase in revenues.



The growth from property tax will plateau as the development of new properties has slowed. But the cost of housing has increased, and the total assessed valuation has increased the property tax revenues. The budget for the General Fund revenues reflects a slight increase in Property tax, but a conservative flat projection for the sales and transit occupancy taxes. Below is a detailed analysis of the General Fund revenues, including property tax, sales tax and transit occupancy tax, and the different program the City pays for with the General Fund.

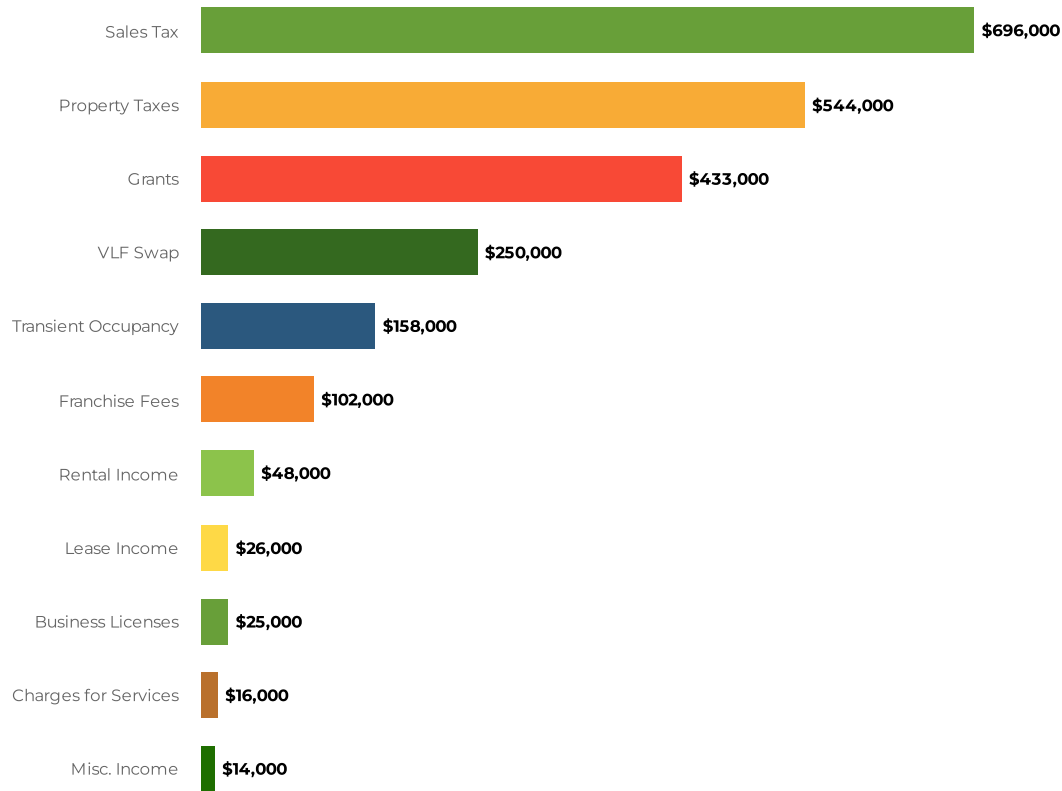
## Summary

The City of San Juan Bautista is projecting \$2.74M of revenue in FY2023, which represents a 28.1% increase over the prior year. Budgeted expenditures are projected to increase by 18.3% or \$374.47K to \$2.43M in FY2023.



# General Fund Revenue

## General Fund - Projected 2022 Revenues

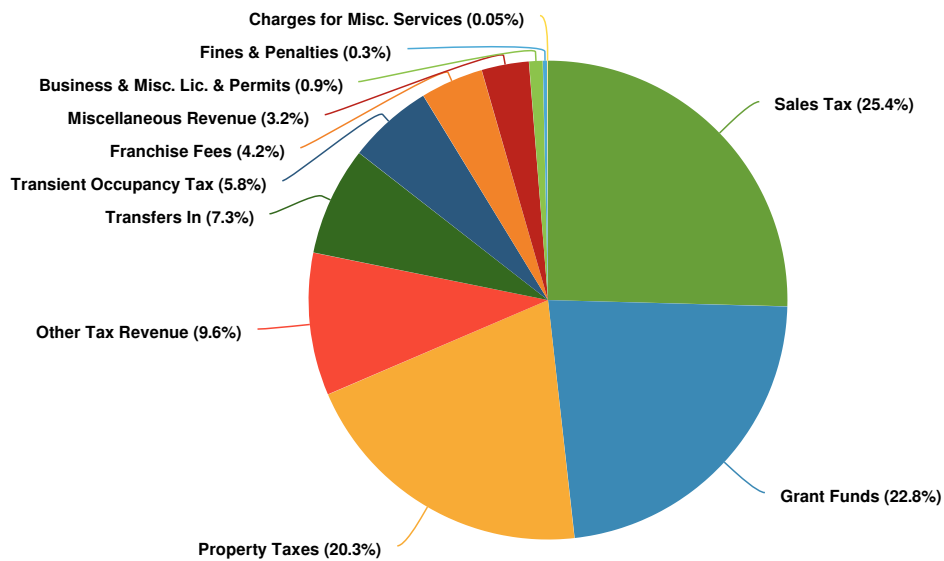


Values

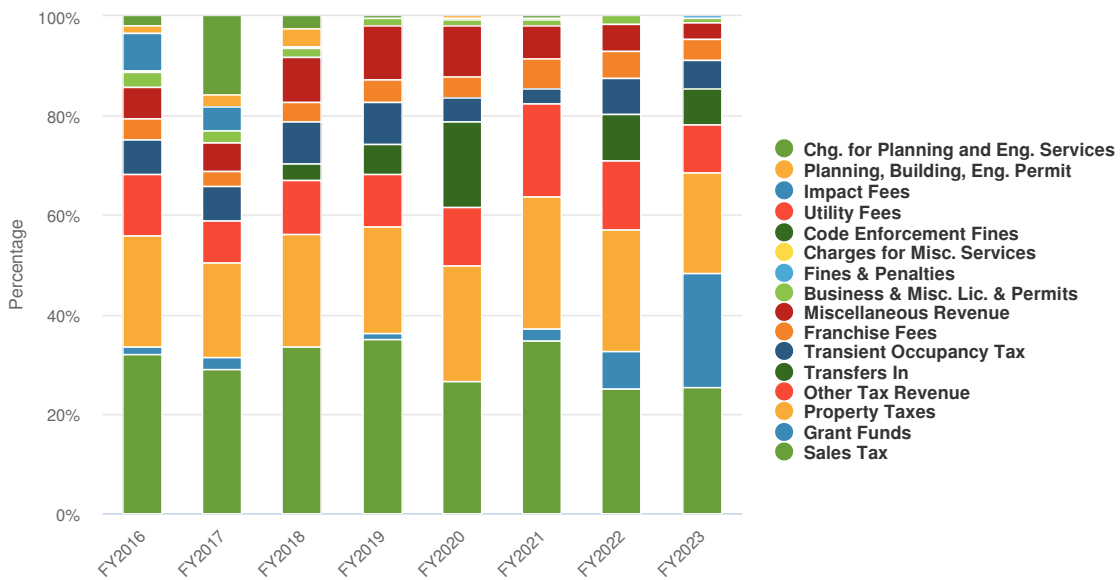


# Revenues by Source

## Projected 2023 Revenues by Source



## Budgeted and Historical 2023 Revenues by Source

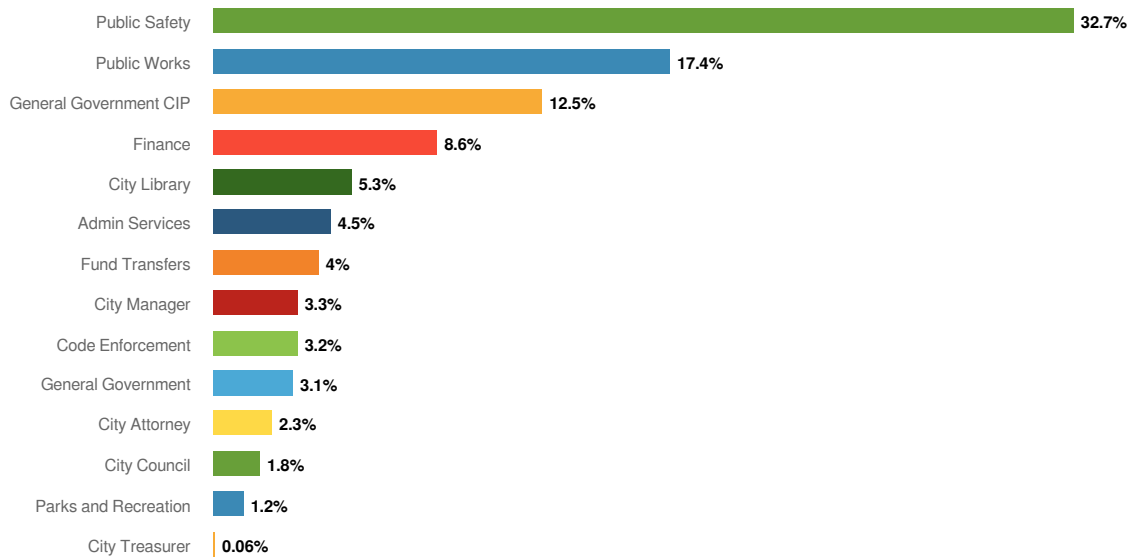


Name	FY2021 Actual	FY2022 Budgeted	FY2023 Budgeted	FY2022 Budgeted vs. FY2023 Budgeted (% Change)	FY2022 Budgeted vs. General Fund FY23 (General Fund) (% Change)
Revenue Source					
Property Taxes	\$506,103	\$522,398	\$556,328	6.5%	4.1%
Sales Tax	\$661,537	\$533,000	\$696,114	30.6%	30.6%
Transient Occupancy Tax	\$54,214	\$150,000	\$157,523	5%	5%
Other Tax Revenue	\$355,746	\$297,050	\$263,902	-11.2%	-11.2%
Franchise Fees	\$117,823	\$117,000	\$116,096	-0.8%	-0.8%
Chg. for Planning and Eng. Services	\$7,546			0%	0%
Charges for Misc. Services	\$529	\$220	\$1,500	581.8%	581.8%
Fines & Penalties	\$2,179	\$1,720	\$7,900	359.3%	359.3%
Grant Funds	\$44,333	\$165,000	\$624,606	278.5%	860%
Business & Misc. Lic. & Permits	\$26,768	\$33,060	\$25,060	-24.2%	-24.2%
Planning, Building, Eng. Permit	\$205			0%	0%
Miscellaneous Revenue	\$122,511	\$115,774	\$87,802	-24.2%	-24.2%
Transfers In		\$201,104	\$201,104	0%	0%
Code Enforcement Fines	\$200	\$750		-100%	-100%
<b>Total Revenue Source:</b>	<b>\$1,899,693</b>	<b>\$2,137,076</b>	<b>\$2,737,935</b>	<b>28.1%</b>	<b>72.4%</b>

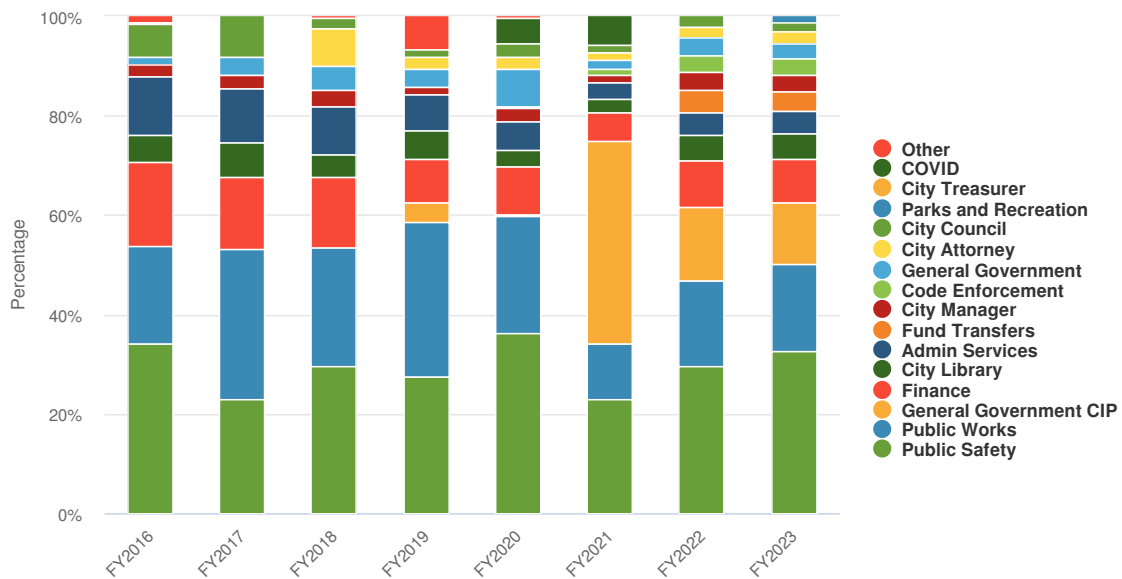


# Expenditures by Function

## Budgeted Expenditures by Function



## Budgeted and Historical Expenditures by Function



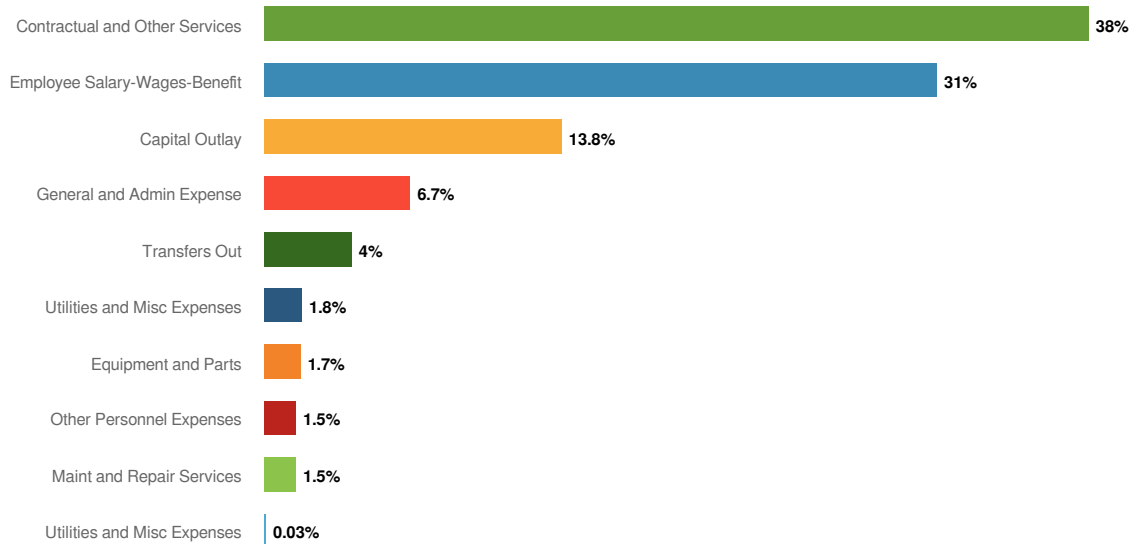
Name	FY2021 Actual	FY2022 Budgeted	FY2023 Budgeted	FY2022 Budgeted vs. FY2023 Budgeted (% Change)
Expenditures				
City Council	\$47,805	\$41,967	\$44,221	5.4%
City Attorney	\$36,317	\$40,000	\$55,000	37.5%



Name	FY2021 Actual	FY2022 Budgeted	FY2023 Budgeted	FY2022 Budgeted vs. FY2023 Budgeted (% Change)
City Manager	\$41,775	\$71,889	\$79,392	10.4%
Admin Services	\$95,794	\$90,705	\$109,155	20.3%
City Treasurer	\$703	\$1,350	\$1,350	0%
Finance	\$165,108	\$197,121	\$207,625	5.3%
City Library	\$80,852	\$102,073	\$128,752	26.1%
Public Safety	\$654,596	\$607,230	\$793,040	30.6%
Public Works	\$324,582	\$352,232	\$422,093	19.8%
General Government	\$53,608	\$75,000	\$75,000	0%
General Government CIP	\$1,163,063	\$303,619	\$303,619	0%
Fund Transfers		\$98,000	\$98,000	0%
Code Enforcement	\$31,792	\$69,690	\$78,557	12.7%
Parks and Recreation			\$29,545	N/A
COVID	\$164,406			0%
<b>Total Expenditures:</b>	<b>\$2,860,400</b>	<b>\$2,050,876</b>	<b>\$2,425,349</b>	<b>18.3%</b>

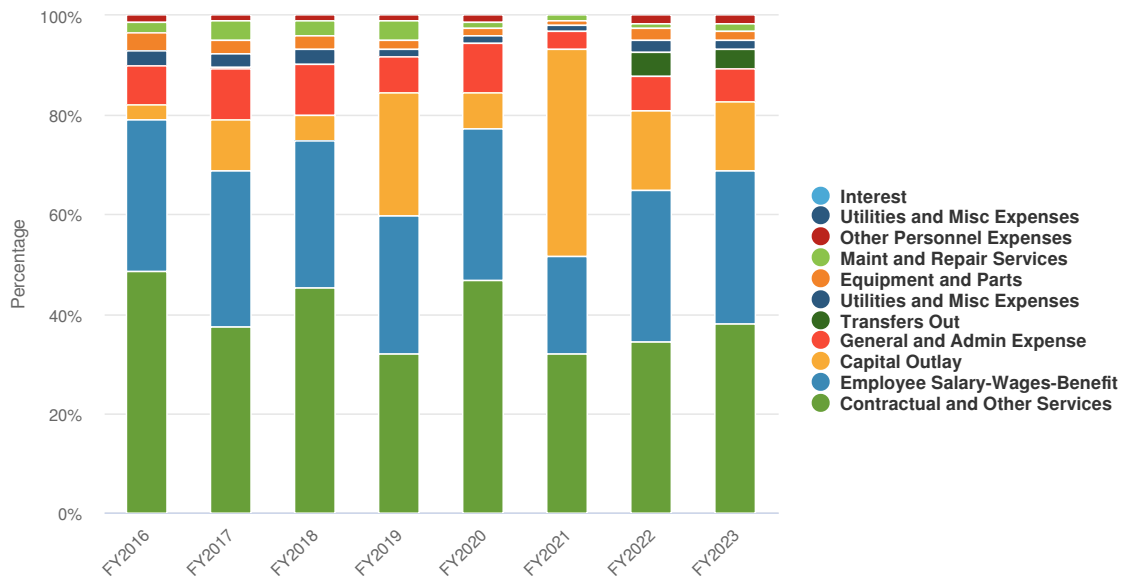
## Expenditures by Expense Type

### Budgeted Expenditures by Expense Type





## Budgeted and Historical Expenditures by Expense Type



Name	FY2021 Actual	FY2022 Budgeted	FY2023 Budgeted	FY2022 Budgeted vs. DR FY 23 05.05.2022 (General Fund) (% Change)
Expense Objects				
Utilities and Misc Expenses	\$27,714	\$49,425	\$42,800	-13.4%
Employee Salary-Wages-Benefit	\$557,400	\$626,782	\$751,660	17.9%
General and Admin Expense	\$110,012	\$142,775	\$163,475	14.5%
Other Personnel Expenses	\$3,774	\$28,900	\$36,400	26%
Equipment and Parts	\$29,404	\$47,500	\$42,200	-11.2%
Transfers Out		\$98,000	\$98,000	0%
Contractual and Other Services	\$918,068	\$706,675	\$920,445	9%
Maint and Repair Services	\$23,408	\$21,700	\$36,000	65.9%
Capital Outlay	\$1,189,951	\$328,619	\$333,619	1.5%
Utilities and Misc Expenses	\$669	\$500	\$750	50%
<b>Total Expense Objects:</b>	<b>\$2,860,400</b>	<b>\$2,050,876</b>	<b>\$2,425,349</b>	<b>10.3%</b>

## COMMUNITY DEVELOPMENT REVENUES

This source of revenue is market driven. When the economy is strong, these revenues are high, and when it is weak, the demand decreases and the revenues decrease. Many of the functions described in the Community Development Organizational Chart are paid by these revenues.

The Assistant City Manager/Community Development Director is paid with these funds to oversee the various disciplines. This has reduced the cost of the contract services the City relied upon in 2021. The organization requires the flexibility to expand and contract with the economy, so the use of contract planners (Harris and Associates, Four Leaf and CSG) will remain as a critical component of the program.

Community Development revenue is established to be certain that a private developer is responsible for the cost of paying to process their development. The first schedule of fees relates to a land use and entitlement. If a proposed land use matches the zoning code, the cost is less to the City to process the application, and less cost to the developer. Special situations arise in the City's historic downtown, causing a more thorough design review to assure compliance with the historic preservation policies of the City. If a project requires a Conditional Use Permit because it does not exactly fit the zoning code, then the costs are generally higher, with a public hearing attached to it. Deposits are generally collected rather than flat fees to assure costs are fully recovered.

The second set of fees are the impact fees. If a project proposes a large-scale change, impact fees are assessed. This may range from a sewer and or water connection fee, to traffic impact, park impact, public safety impact fees etc. These fees are to be used for capital improvements to the City's infrastructure to support an increase in demand caused by the development. The City's impact fees were established in 2013, and a new study is needed to re-fresh and to confirm the nexus between the fee amounts and the cost of providing the infrastructure.

Most common fees are for building permits, and encroachment permits, that require a "plan-check" or other review by the City Engineer, Building Official, Fire Marshall and the Planning Department. This process assures that the final plans match the land use designation and that the energy efficiency, health, storm water control, safety and accessibility codes are met as defined by the Municipal Code, Uniform Building Code and other regulatory agencies.

It is common that the General Fund subsidizes this work, because the whole community benefits when a great project comes forward and meets the community's needs and expectations. The goal is to keep the subsidy to a minimum. In the past, the General Fund has subsidized approximately half of the cost for this work, (\$400,000).



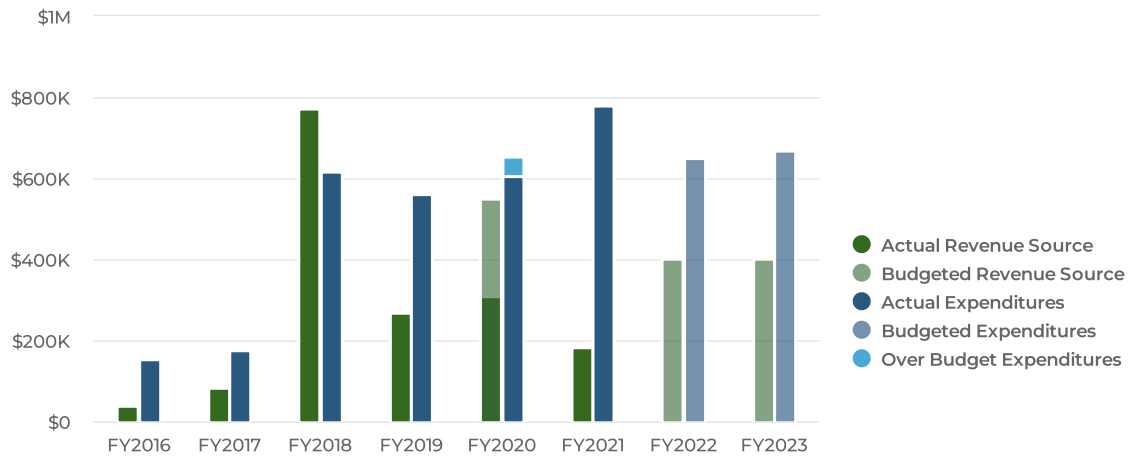
## Community Development

# COMMUNITY DEVELOPMENT RE-ORGANIZATION

color key				
CITY COUNCIL				
CITY MANAGER				
CITY ATTORNEY CONTRACT				
PLANNING COMMISSION &				
ASSISTANT CITY MANAGER/COMMUNITY DEVELOPMENT				
BUILDING AND SAFETY			COMMUNITY DEVELOPMENT	HISTORIC PRESERVATION
BUILDING PERMITS CONTRACT WITH FOUR LEAF		CURRENT PLANNING CONTRACT W/ HARRIS & ASSOC	ADVANCED PLANNING	ECONOMIC DEVELOPMENT & HOUSING
				CURRENT PLANNING BUILDING DESIGN CHANGES
INSPECTION (PRIVATE DEVELOPMENT) CONTRACT W/FOUR LEAF		CODE ENFORCEMENT PART-TIME 30 HRS PER WEEK	URBAN GROWTH BOUNDARY/SOI/ ANNEXATIONS CONTRACT W/HARRIS & ASSOC.	BUSINESS RETENTION/ ATTRACTION PART- TIME 30 HRS PER WEEK
				PRESERVATION OF EXISTING INVENTORY
			GENERAL PLAN UPDATES	TOURISM AND SPECIAL EVENT PLANNING
				3RD STREET DESIGN GUIDELINES/PARKLETS
			NEW GENERAL PLAN ELEMENTS (HEALTH AND ECONOMIC DEVELOPMENT)	ANNUAL HOUSING REPORTS/HOUSING ELEMENT UPDATES
				MISSION AND STATE PARK COORDINATION
			REGIONAL PLANNING/COG and AMBAG	POPULATION GROWTH AND REGIONAL PLANNING

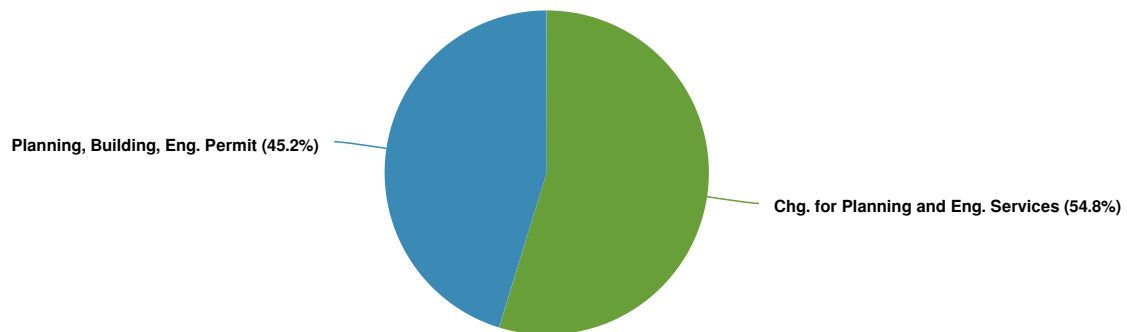
## Summary

The City of San Juan Bautista is projecting \$404.51K of revenue in FY2023, which represents a 0% increase over the prior year. Budgeted expenditures are projected to increase by 3.3% or \$21.2K to \$671.97K in FY2023.

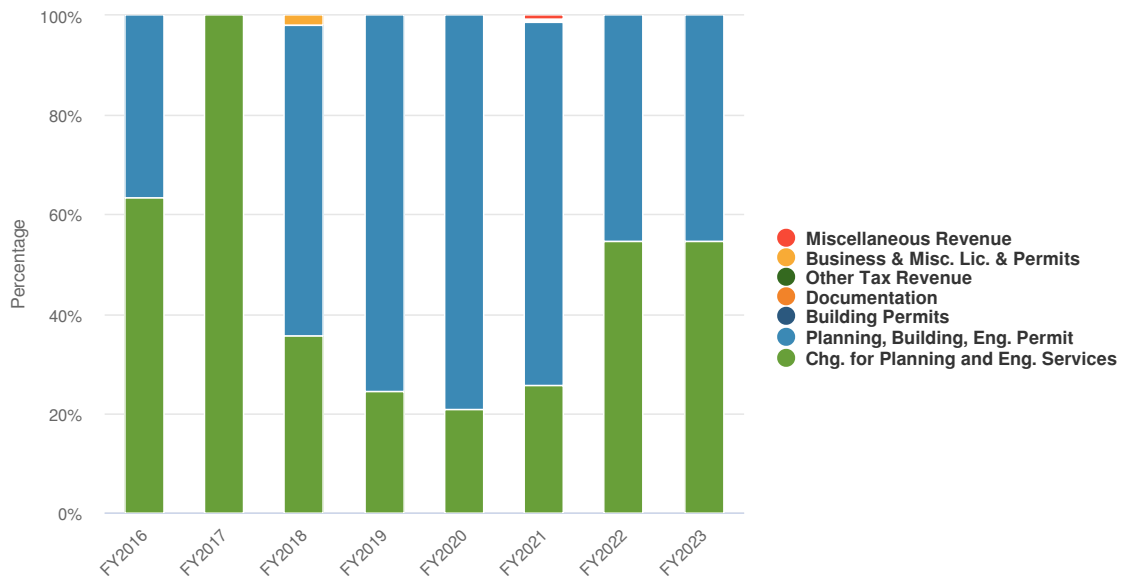


## Revenues by Source

### Projected 2023 Revenues by Source



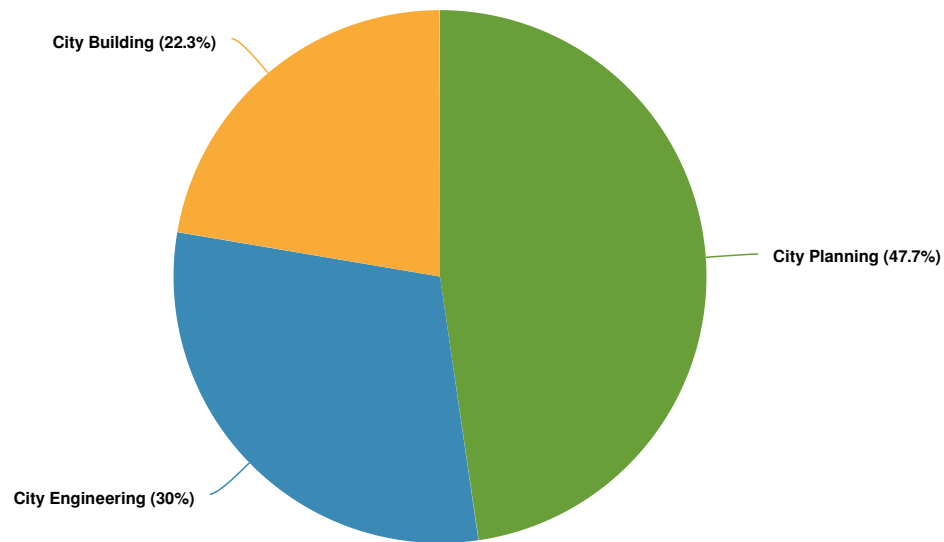
### Budgeted and Historical 2023 Revenues by Source



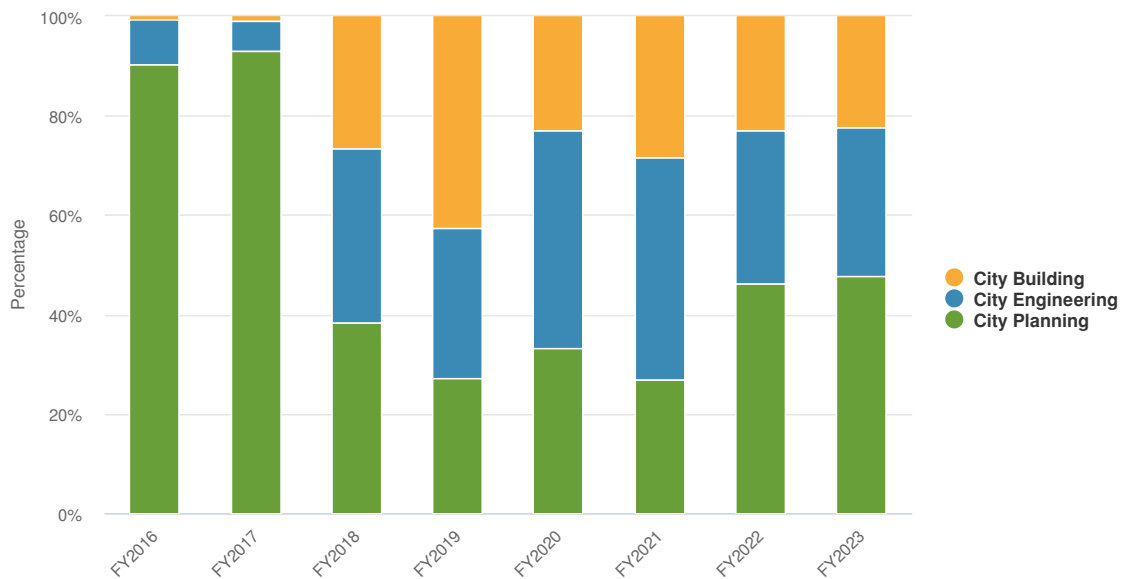
Name	FY2021 Actual	FY2022 Budgeted	FY2023 Budgeted	FY2022 Budgeted vs. FY2023 Budgeted (% Change)
Revenue Source				
Chg. for Planning and Eng. Services	\$47,742	\$221,491	\$221,491	0%
Business & Misc. Lic. & Permits	\$282			0%
Planning, Building, Eng. Permit	\$136,358	\$183,023	\$183,023	0%
Miscellaneous Revenue	\$1,200			0%
Documentation	\$5			N/A
Building Permits	\$565			N/A
<b>Total Revenue Source:</b>	<b>\$186,152</b>	<b>\$404,514</b>	<b>\$404,514</b>	<b>0%</b>

# Expenditures by Function

## Budgeted Expenditures by Function



## Budgeted and Historical Expenditures by Function



Name	FY2021 Actual	FY2022 Budgeted	FY2023 Budgeted	FY2022 Budgeted vs. FY2023 Budgeted (% Change)
Expenditures				
City Planning	\$209,922	\$299,719	\$320,165	6.8%
City Building	\$222,855	\$149,799	\$149,874	0.1%



Name	FY2021 Actual	FY2022 Budgeted	FY2023 Budgeted	FY2022 Budgeted vs. FY2023 Budgeted (% Change)
City Engineering	\$348,423	\$201,250	\$201,250	0%
<b>Total Expenditures:</b>	<b>\$781,200</b>	<b>\$650,768</b>	<b>\$671,289</b>	<b>3.2%</b>





## Gas Tax (Fund 75)

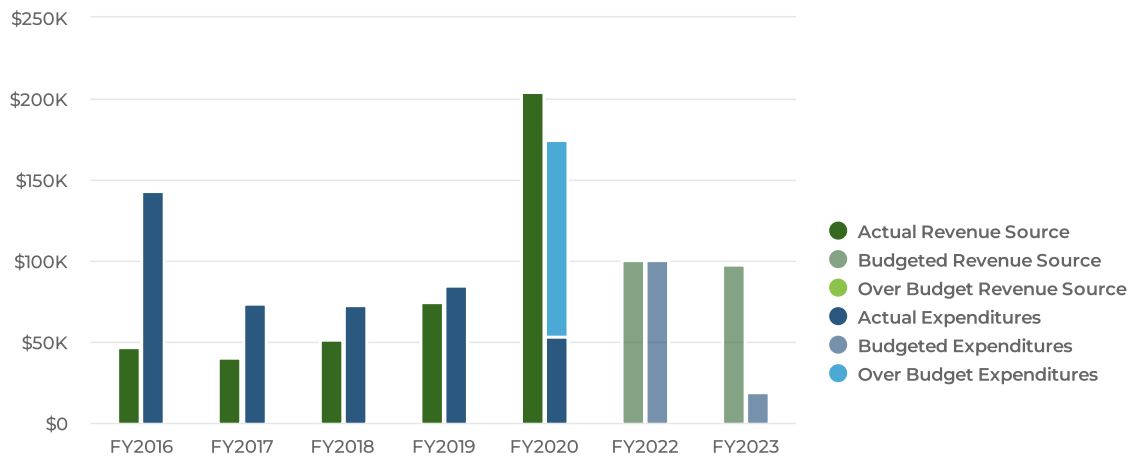
### GAS TAX REVENUES

These funds are collected by the sale of gasoline and distributed by the State to cities on a per-capita basis for street and road maintenance. They have taken different forms over the years because of the traditional user-pay method of road maintenance has changed. Fuel efficiency and electric vehicles has caused a decrease in the revenue, so a few years back SB1 was passed to replenish the State's road maintenance fund.

The City combines Gas Tax funds with Measure G and other dedicated road maintenance funds. The City's Capital Improvement budget will use \$500,000 of these two revenue sources for street improvements next fiscal year.

## Summary

The City of San Juan Bautista is projecting \$98.52K of revenue in FY2023, which represents a 2.2% decrease over the prior year. Budgeted expenditures are projected to decrease by 81.1% or \$81.78K to \$19K in FY2023.



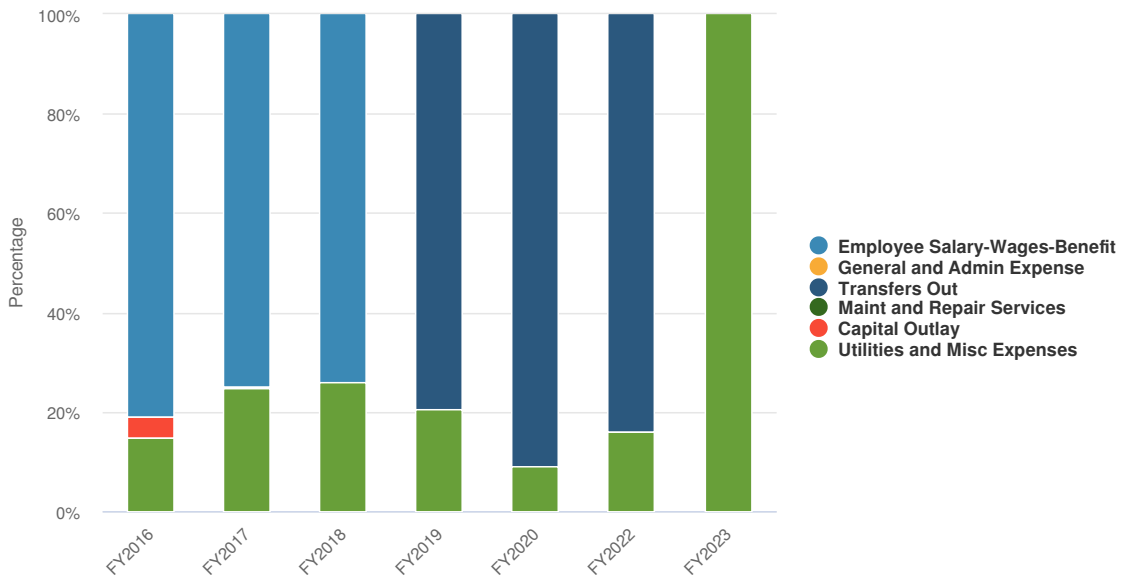


# Expenditures by Expense Type

## Budgeted Expenditures by Expense Type



## Budgeted and Historical Expenditures by Expense Type



Name	FY2022 Budgeted	FY2023 Budgeted	FY2022 Budgeted vs. FY2023 Budgeted (% Change)
Expense Objects			
Utilities and Misc Expenses	\$16,000	\$19,000	18.8%
Transfers Out	\$84,784		-100%



Name	FY2022 Budgeted	FY2023 Budgeted	FY2022 Budgeted vs. FY2023 Budgeted (% Change)
Total Expense Objects:	\$100,784	\$19,000	-81.1%





## COPS (Fund 50)

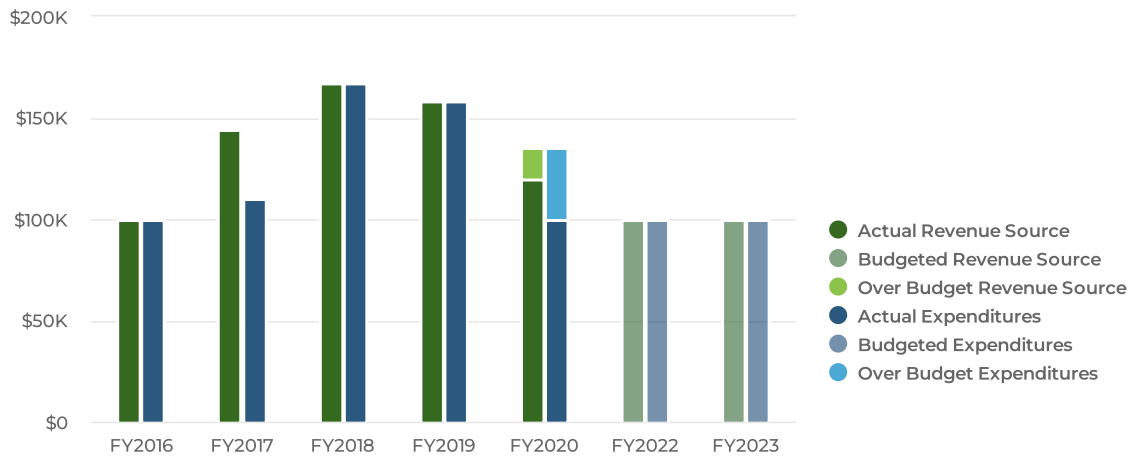
### COPS- COMMUNITY ORIENTED POLICING SERVICES (Fund 50)

The Office of Community Oriented Policing Services (COPS Office) is the component of the U.S. Department of Justice responsible for advancing the practice of community policing by the nation's state, local, territorial, and tribal law enforcement agencies through information and grant resources.

These are federal grant funds used to off-set General Fund expenses related to the Public Safety Contract with the Sheriff's Department.

## Summary

The City of San Juan Bautista is projecting \$100K of revenue in FY2023, which represents a 0% increase over the prior year. Budgeted expenditures are projected to increase by 0% or N/A to \$100K in FY2023.

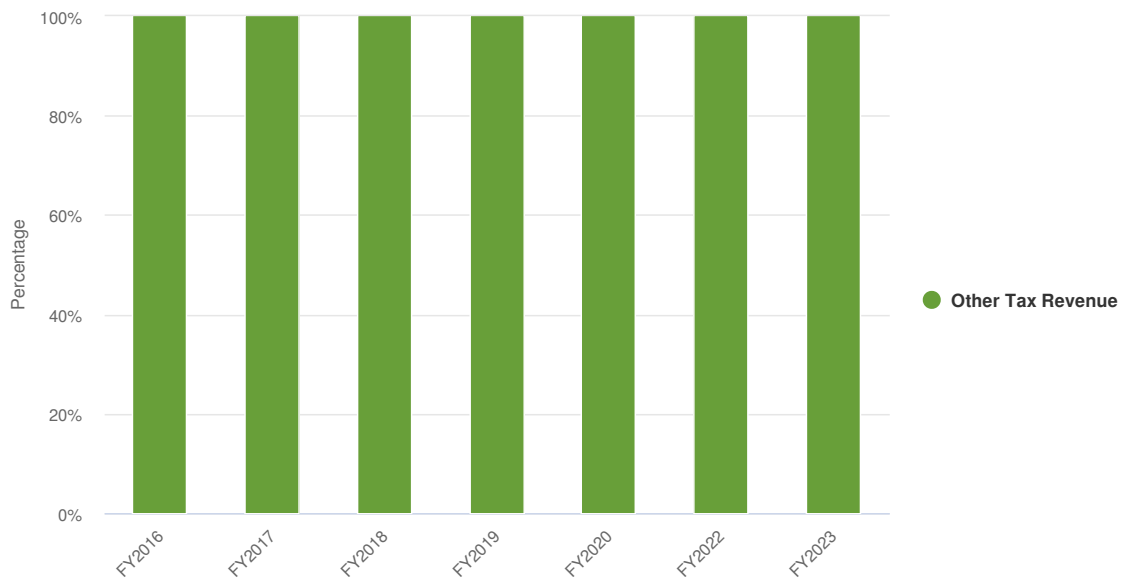


# Revenues by Source

## Projected 2023 Revenues by Source



## Budgeted and Historical 2023 Revenues by Source



Name	FY2022 Budgeted	FY2022 Budgeted vs. FY2023 Budgeted (% Change)	FY2022 Budgeted vs. DR FY 23 05.05.2022 (General Fund) (% Change)
Revenue Source			
Other Tax Revenue	\$100,000	0%	-100%
<b>Total Revenue Source:</b>	<b>\$100,000</b>	<b>0%</b>	<b>-100%</b>

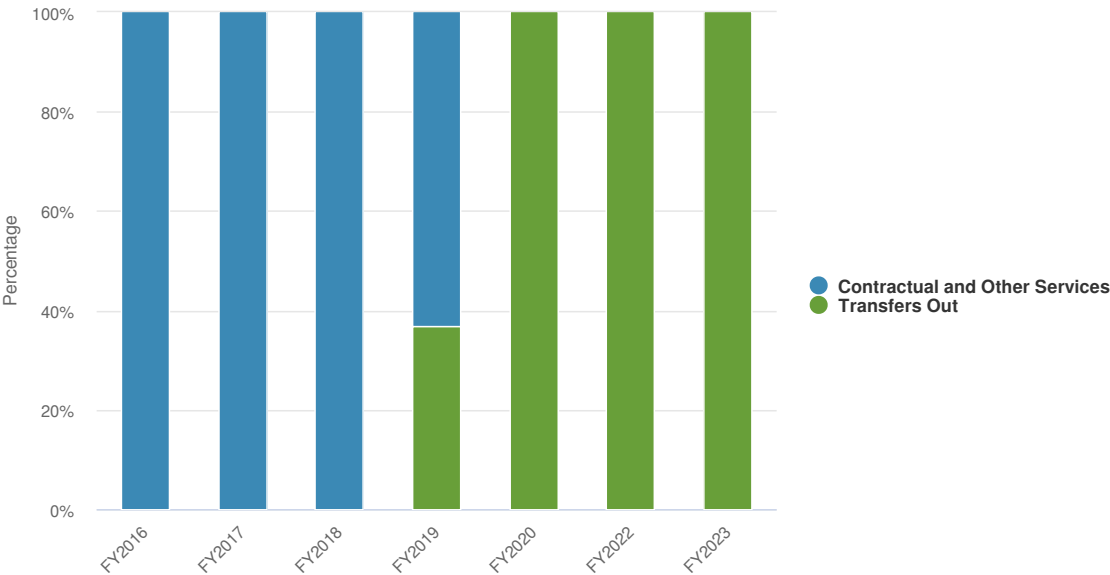


# Expenditures by Expense Type

## Budgeted Expenditures by Expense Type



## Budgeted and Historical Expenditures by Expense Type



Name	FY2022 Budgeted	FY2022 Budgeted vs. FY2023 Budgeted (% Change)
Expense Objects		
Transfers Out	\$100,000	0%
<b>Total Expense Objects:</b>	<b>\$100,000</b>	<b>0%</b>





## Parking and Restrooms (Fund 55)

### PARKING AND RESTROOM FUND (Fund 55)

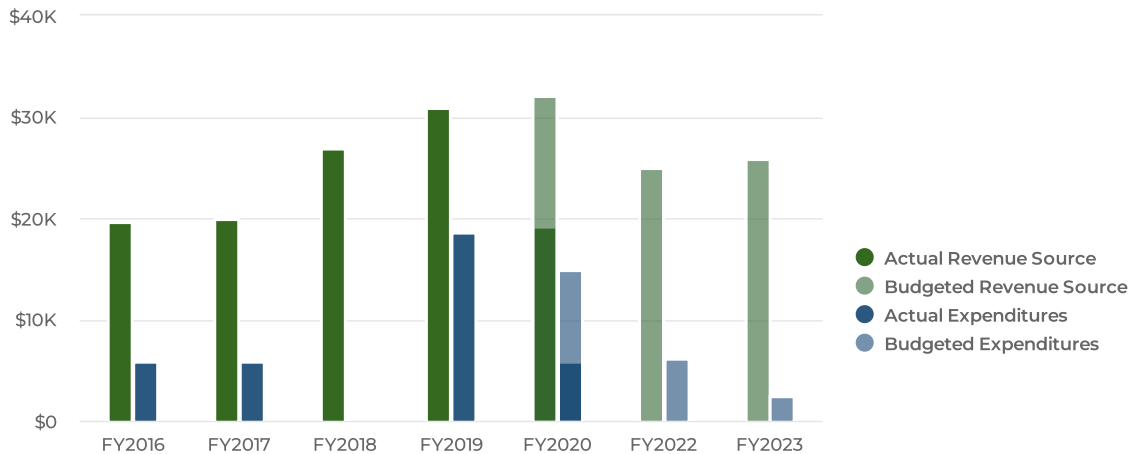
This revenue is generated to help promote sustainable tourism in the City by supporting clean public restrooms and provide safe plentiful parking. The City's Transit Occupancy tax (aka - hotel tax) dedicates 16.678 cents of every dollar to this purpose. If the City begins a paid parking program, these revenues would be added to the District.

The TOT has rebounded with the collection of \$150,000 in past due taxes from operators this last fiscal year. The trends related to the TOA are discussed as part of the General Fund description.

The current balance in this fund is limited, and are contributing to install new restrooms at Verutti Park.

## Summary

The City of San Juan Bautista is projecting \$26K of revenue in FY2023, which represents a 4% increase over the prior year. Budgeted expenditures are projected to decrease by 59.7% or \$3.7K to \$2.5K in FY2023.

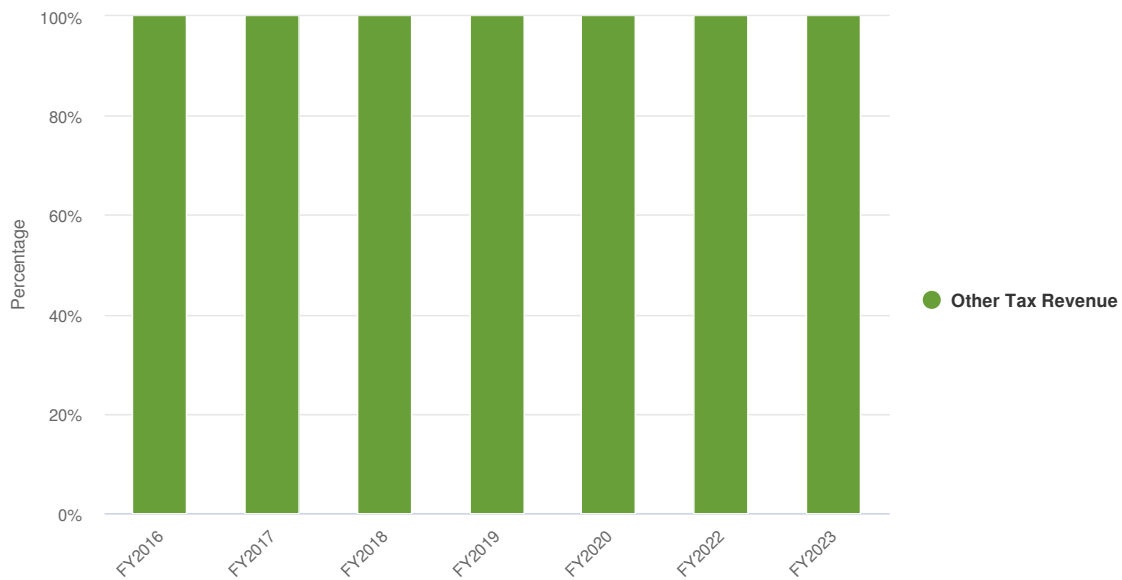


## Revenues by Source

### Projected 2023 Revenues by Source



### Budgeted and Historical 2023 Revenues by Source

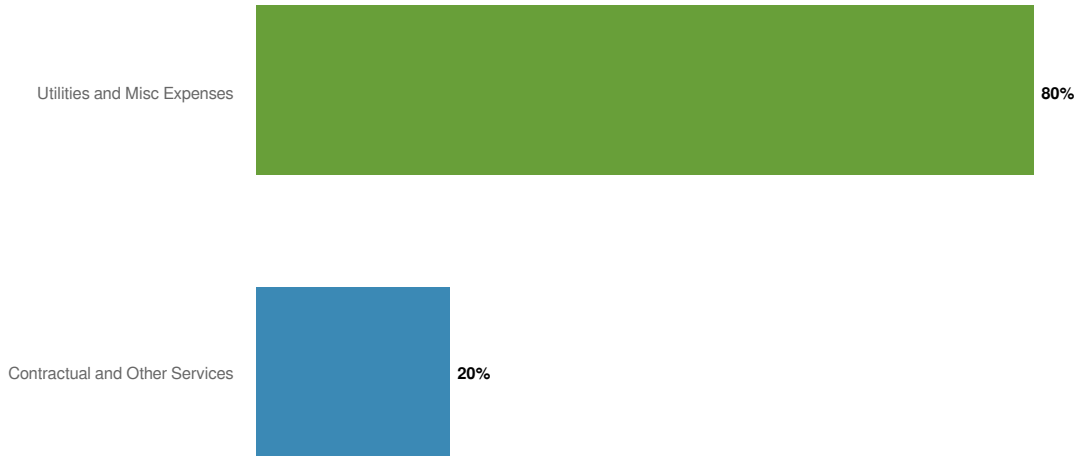


Name	FY2022 Budgeted	FY2022 Budgeted vs. FY2023 Budgeted (% Change)	FY2022 Budgeted vs. DR FY 23 05.05.2022 (General Fund) (% Change)
Revenue Source			
Other Tax Revenue	\$25,000	4%	-100%
<b>Total Revenue Source:</b>	<b>\$25,000</b>	<b>4%</b>	<b>-100%</b>

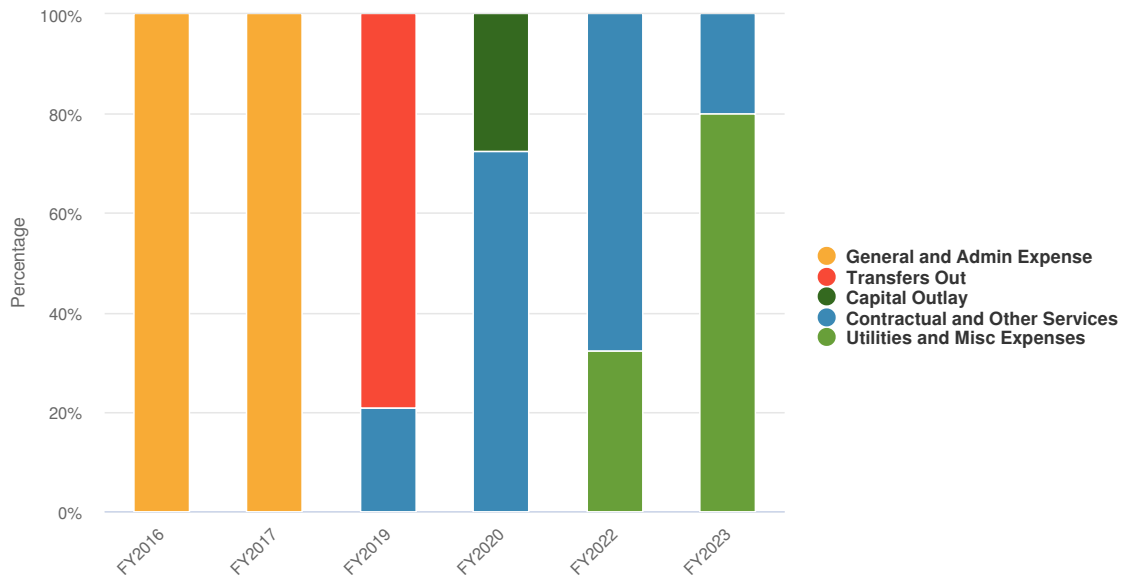


## Expenditures by Expense Type

### Budgeted Expenditures by Expense Type



### Budgeted and Historical Expenditures by Expense Type



Name	FY2022 Budgeted	FY2022 Budgeted vs. FY2023 Budgeted (% Change)	FY2022 Budgeted vs. DR FY 23 05.05.2022 (General Fund) (% Change)
Expense Objects			
Utilities and Misc Expenses	\$2,000	0%	-100%



Name	FY2022 Budgeted	FY2022 Budgeted vs. FY2023 Budgeted (% Change)	FY2022 Budgeted vs. DR FY 23 05.05.2022 (General Fund) (% Change)
Contractual and Other Services	\$4,200	-88.1%	-100%
<b>Total Expense Objects:</b>	<b>\$6,200</b>	<b>-59.7%</b>	<b>-100%</b>





## Valle Vista Lght Dst (Fund 60)

### VALLE VISTA LANDSCAPING AND LIGHTING ASSESSMENT DISTRICT (FUND 60)

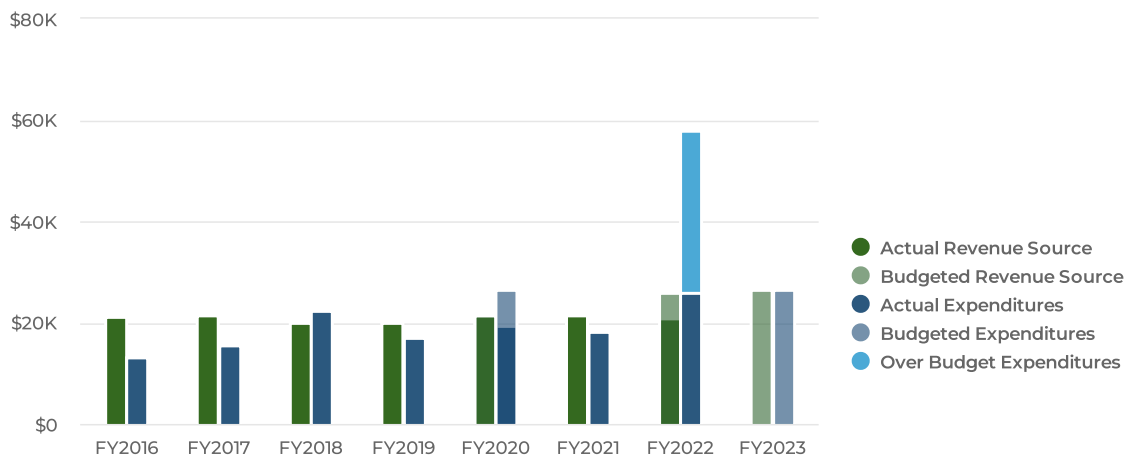
The twenty-year-old Valle Vista residential development has been collecting assessment payments from property owners since its inception. Each homeowner pays its fair share to maintain the District. The budget and assessment rates are reviewed annually, and are subject to cost-of-living increases (2% this year). Any major changes to the rates are subject to a vote by the homeowners.

The City receives these payments from the County Assessor and keeps them in a special fund. It uses these funds to maintain the common areas of the neighborhood above and beyond the standard City responsibilities. This work includes the park, trails, benches, retention basin, sidewalks, street trees, streetlights, and common area landscaping. It does not pay for the major systems that include streets, storm drains and the sewer lift station. The Engineer's Report provides more details about the District, and is available at City Hall for review. The continuation of the collection of these fees is subject to an annual renewal.

Following an October meeting with the community, the City budgeted \$30,000 from its reserve to make significant repairs to the neighborhood.

### Summary

The City of San Juan Bautista is projecting \$26.53K of revenue in FY2023, which represents a 2.3% increase over the prior year. Budgeted expenditures are projected to increase by 2.3% or \$601 to \$26.53K in FY2023.

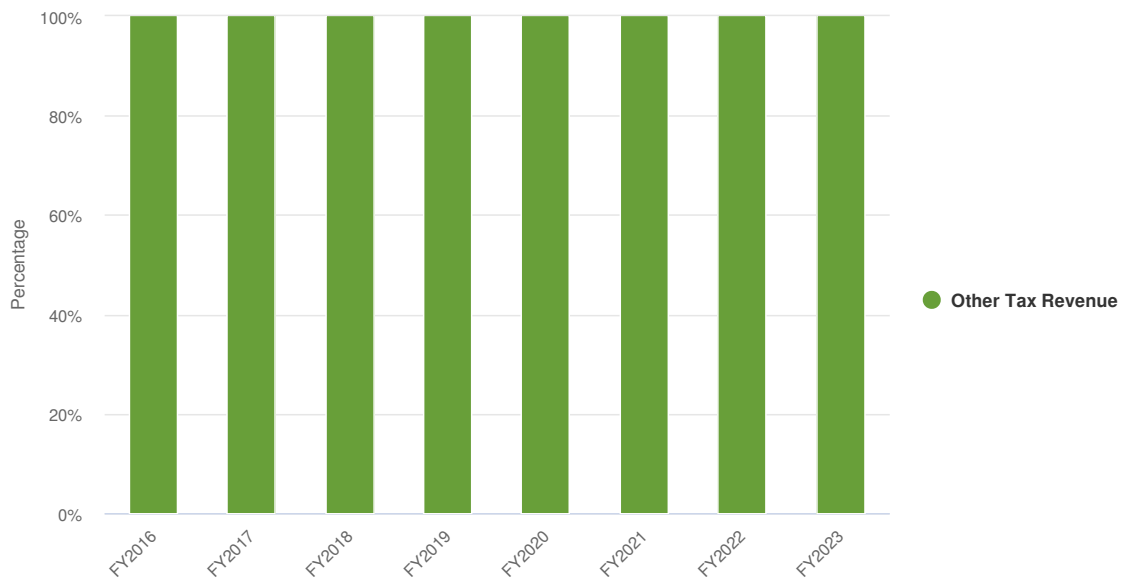


## Revenues by Source

### Projected 2023 Revenues by Source



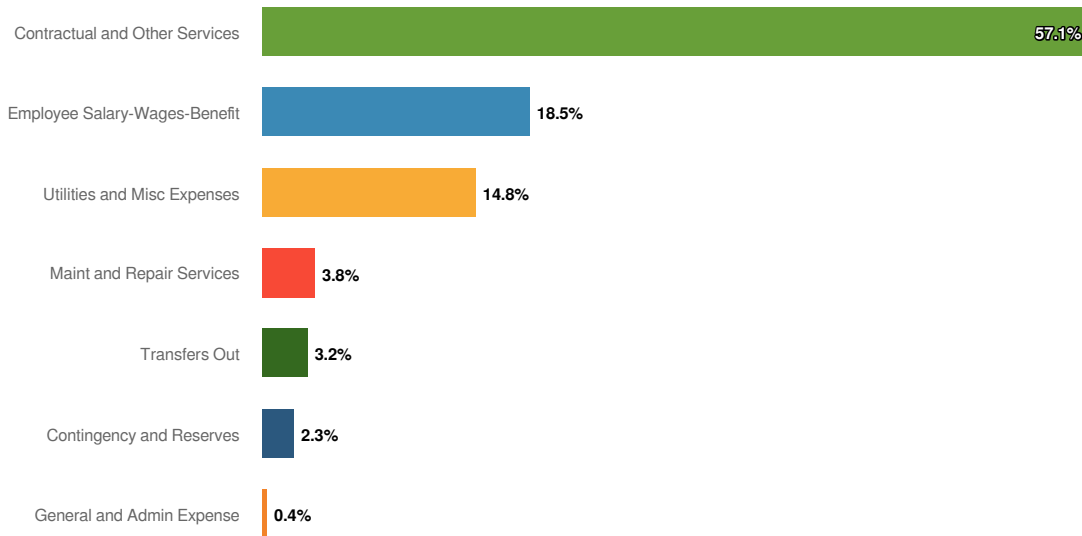
### Budgeted and Historical 2023 Revenues by Source



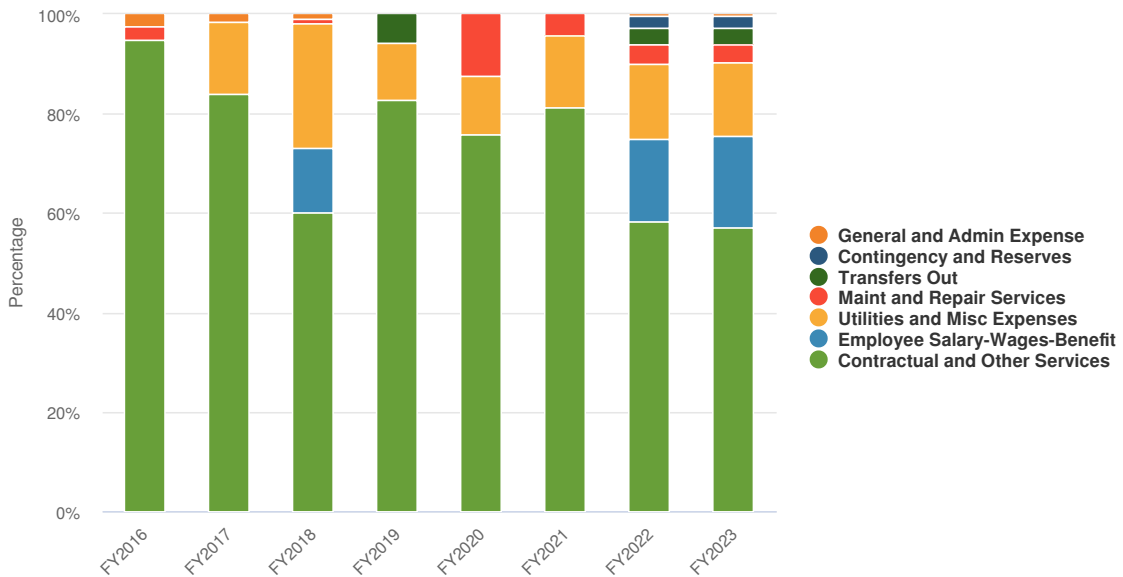
Name	FY2019 Actual	FY2021 Actual	FY2022 Budgeted	FY2022 Budgeted vs. FY2023 Budgeted (% Change)	FY2022 Budgeted vs. DR FY 23 05.05.2022 (General Fund) (% Change)
Revenue Source					
Other Tax Revenue	\$20,074	\$21,712	\$25,928	2.3%	-100%
<b>Total Revenue Source:</b>	<b>\$20,074</b>	<b>\$21,712</b>	<b>\$25,928</b>	<b>2.3%</b>	<b>-100%</b>

# Expenditures by Expense Type

## Budgeted Expenditures by Expense Type



## Budgeted and Historical Expenditures by Expense Type



Name	FY2021 Actual	FY2022 Budgeted	FY2022 Budgeted vs. FY2023 Budgeted (% Change)	FY2022 Budgeted vs. DR FY 23 05.05.2022 (General Fund) (% Change)
Expense Objects				
Utilities and Misc Expenses	\$2,682	\$3,920	0%	-100%



Name	FY2021 Actual	FY2022 Budgeted	FY2022 Budgeted vs. FY2023 Budgeted (% Change)	FY2022 Budgeted vs. DR FY 23 05.05.2022 (General Fund) (% Change)
Contingency and Reserves		\$600	0%	-100%
Employee Salary-Wages-Benefit	\$44	\$4,311	13.9%	-100%
General and Admin Expense		\$100	0%	-100%
Transfers Out		\$850	0%	-100%
Contractual and Other Services	\$15,003	\$15,147	0%	-100%
Maint and Repair Services	\$750	\$1,000	0%	-100%
<b>Total Expense Objects:</b>	<b>\$18,479</b>	<b>\$25,928</b>	<b>2.3%</b>	<b>-100%</b>



## WATER OPERATIONS REVENUES (FUND 47)

The City collects monthly water and waste water payments from 800 residents and businesses. These monthly payments are kept separate from the other City funds in a special fund referred to as the Water Enterprise Fund and Waste Water Enterprise Fund. Water bill payments are invoiced based on the rate of consumption. Water conservation reduces water bills, and can also reduce the water revenue needed to maintain the system. Currently, there are 41 counties in California in a serious state of drought. Water conservation is very critical for all residents to follow.

The City has not increased its rates since July 1, 2019. The City is embarking on a project with the San Benito Water District to import water from its West Hills Treatment Plant, that will improve the City's quality of water, reduce and eliminate the need for water softeners, and improve its water security. A rate increase of 14% is proposed for this year, to go into effect August 1, 2022. The cost of the water project described above will cause rates to increase 14% for the next three years, then 5% for the two years after that. Raising rates requires the citizens and users of the system to vote in favor of the increase. Public meetings are scheduled to discuss these changes in May and June. This is the proposed rate increase for water.



### Water Operating Fund

NEW TABLES COMING TODAY MARCH 9

Table A  
City of San Juan Bautista  
Draft Water Rates  
Water Rate Study

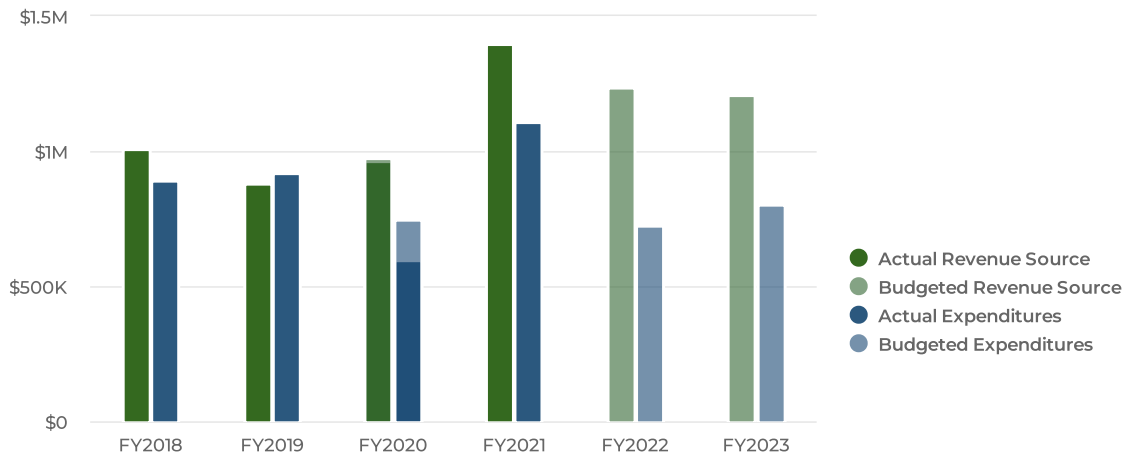
Water Rates	2022	2023	2024	2025	2026	2027
	<i>Existing</i>	<i>Proposed</i>	<i>Proposed</i>	<i>Proposed</i>	<i>Proposed</i>	<i>Proposed</i>
Volumetric Rate \$/1000 gallons	\$6.35	\$7.24	\$8.26	\$9.42	\$9.90	\$10.40
Monthly Base Rate	\$55.76	\$63.57	\$72.47	\$82.62	\$86.76	\$91.10

The fees charged for the Water Enterprise Fund to its subscribers are for one purpose: to pay the cost of sourcing the water from wells, (and in 2024, the San Benito County Water District) filtering and treating the water, and distributing it to its citizens and businesses. These funds pay to clean the maintain the City's water wells, pumps, pipes and valves. The new Water Master Plan guides the work to address the oldest infrastructure so it is prioritized and address first. The maintenance of wells and payment of the licensed operator are also paid through these fees.

### Summary

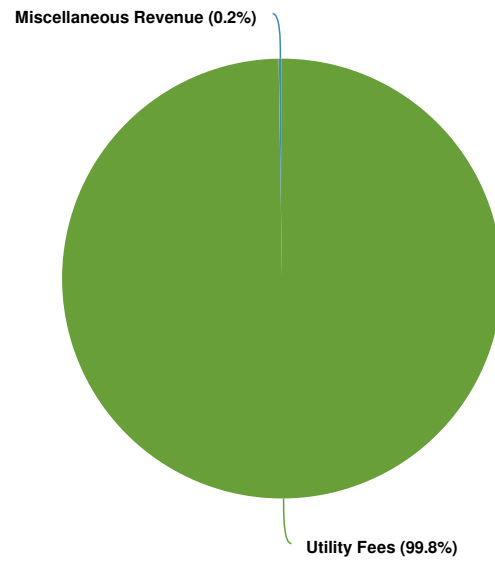
The City of San Juan Bautista is projecting \$1.21M of revenue in FY2023, which represents a 2.1% decrease over the prior year. Budgeted expenditures are projected to increase by 11% or \$79.68K to \$805.23K in FY2023.



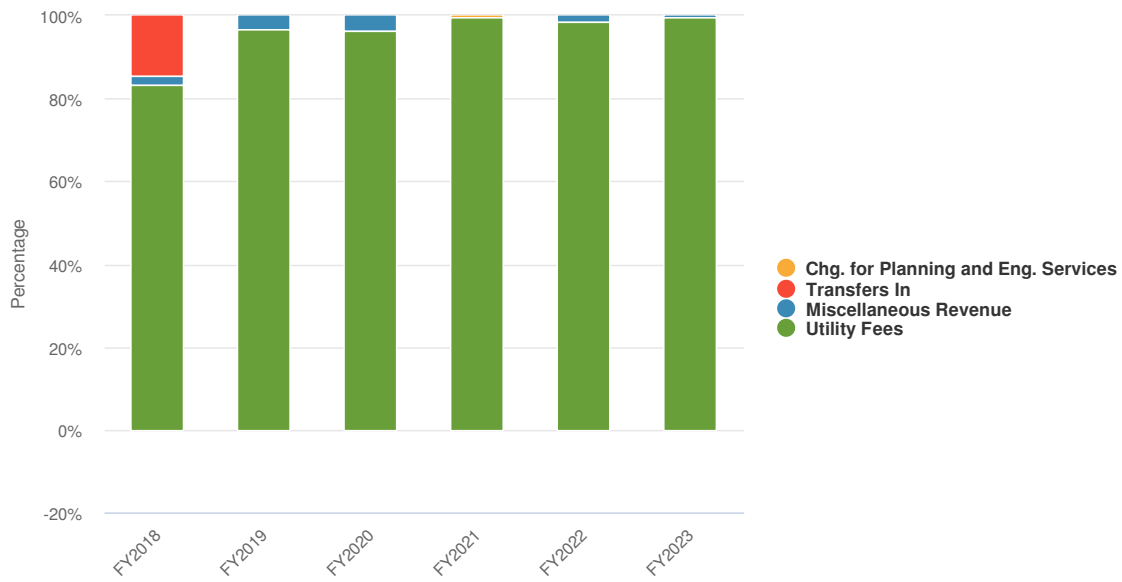


## Revenues by Source

### Projected 2023 Revenues by Source



### Budgeted and Historical 2023 Revenues by Source

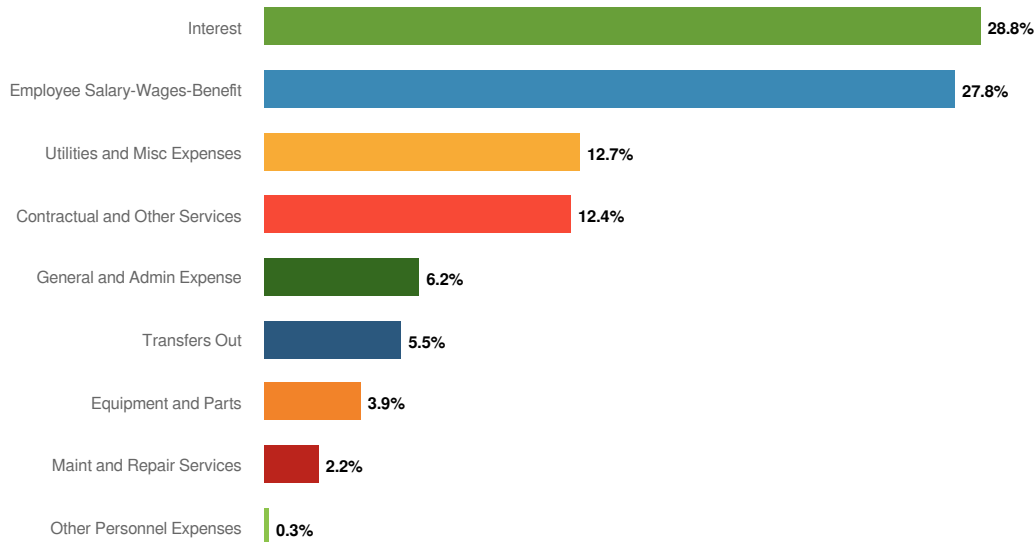


Name	FY2021 Actual	FY2022 Budgeted	FY2023 Budgeted	FY2022 Budgeted vs. Water FY23 Budget (Water Operating Fund) (% Change)
Revenue Source				
Chg. for Planning and Eng. Services	\$2,884			0%
Utility Fees	\$1,393,855	\$1,219,670	\$1,211,000	-0.7%
Miscellaneous Revenue	\$4,021	\$20,000	\$2,800	-86%
<b>Total Revenue Source:</b>	<b>\$1,400,760</b>	<b>\$1,239,670</b>	<b>\$1,213,800</b>	<b>-2.1%</b>

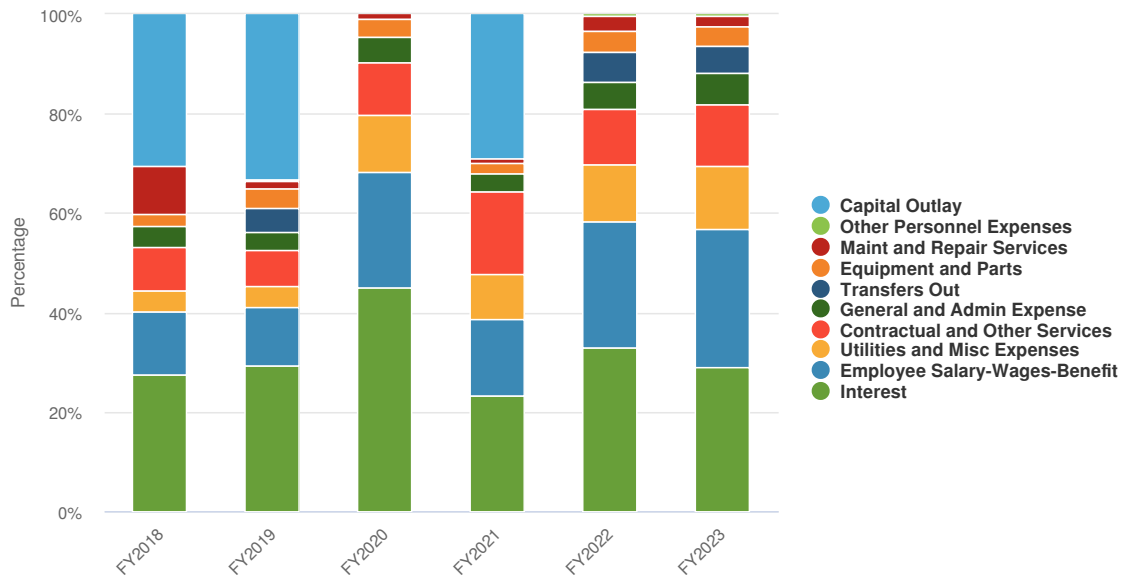


# Expenditures by Expense Type

## Budgeted Expenditures by Expense Type



## Budgeted and Historical Expenditures by Expense Type



Name	FY2021 Actual	FY2022 Budgeted	FY2023 Budgeted	FY2022 Budgeted vs. FY2023 Budgeted (% Change)
Expense Objects				
Utilities and Misc Expenses				



Name	FY2021 Actual	FY2022 Budgeted	FY2023 Budgeted	FY2022 Budgeted vs. FY2023 Budgeted (% Change)
Bad debt	\$29,761	\$8,000	\$5,000	-37.5%
Telecomm	\$876	\$1,200	\$2,500	108.3%
Communication Devices		\$1,200		-100%
Electricity	\$51,938	\$58,000	\$75,000	29.3%
Licenses and Permits	\$15,950	\$16,000	\$20,000	25%
Property Taxes	\$88	\$125	\$150	20%
<b>Total Utilities and Misc Expenses:</b>	<b>\$98,613</b>	<b>\$84,525</b>	<b>\$102,650</b>	<b>21.4%</b>
<b>Employee Salary-Wages-Benefit</b>				
Salaries and Wages - FT	\$140,366	\$137,079	\$167,560	22.2%
FICA	\$10,270	\$11,857	\$14,494	22.2%
Worker's Comp	\$3,194	\$6,819	\$15,306	124.5%
Health Insurance	\$18,308	\$25,620	\$24,793	-3.2%
457k Retirement Contribution	\$931	\$1,745	\$1,915	9.7%
<b>Total Employee Salary-Wages-Benefit:</b>	<b>\$173,069</b>	<b>\$183,120</b>	<b>\$224,068</b>	<b>22.4%</b>
<b>General and Admin Expense</b>				
Insurance - Liab/Bond/Auto/Prop	\$22,548	\$15,500	\$17,000	9.7%
Dues and Subscriptions	\$8,725	\$9,500	\$15,000	57.9%
Computer Software Service	\$487	\$600	\$3,200	433.3%
Computer Hardware Service	\$286	\$425	\$2,100	394.1%
Advertising		\$100		-100%
Office Supplies	\$1,501	\$2,000	\$2,000	0%
Postage and Freight	\$3,023	\$3,000	\$3,600	20%
Printing and Copies	\$14	\$450	\$700	55.6%
Food and Beverages	\$60	\$100	\$200	100%
Copier Services & Lease	\$1,416	\$1,675	\$1,700	1.5%
Bank Charges/PR Processing	\$2,750	\$4,125	\$4,800	16.4%
Filing Fees		\$100		-100%
<b>Total General and Admin Expense:</b>	<b>\$40,810</b>	<b>\$37,575</b>	<b>\$50,300</b>	<b>33.9%</b>
<b>Other Personnel Expenses</b>				
Uniforms & Alterations	\$251	\$500	\$100	-80%
Phys., Drug & Psych Testing	\$15	\$100		-100%
Education and Training	\$375	\$1,000	\$1,500	50%
Travel/Per Diem/Car Allowance		\$500	\$500	0%
<b>Total Other Personnel Expenses:</b>	<b>\$641</b>	<b>\$2,100</b>	<b>\$2,100</b>	<b>0%</b>
<b>Equipment and Parts</b>				
Equipment Rental	\$424	\$2,500		-100%
Chemical and Gasses	\$14,307	\$10,000	\$12,000	20%
Gasoline & Diesel Fuel	\$2,193	\$3,500	\$5,500	57.1%
Small Tools	\$270	\$2,000		-100%



Name	FY2021 Actual	FY2022 Budgeted	FY2023 Budgeted	FY2022 Budgeted vs. FY2023 Budgeted (% Change)
Safety Gear & First Aid		\$1,000		-100%
Materials	\$97	\$1,000	\$1,500	50%
Parts - City Rep. Vehicles		\$500	\$750	50%
Parts - City Rep. Equipment	\$328	\$1,000	\$2,000	100%
Parts - City Rep. Water	\$4,946	\$10,000	\$10,000	0%
Parts - City Rep. Parks	\$373			N/A
<b>Total Equipment and Parts:</b>	<b>\$22,938</b>	<b>\$31,500</b>	<b>\$31,750</b>	<b>0.8%</b>
<b>Transfers Out</b>				
Transfers out - Water Fund		\$44,607	\$44,607	0%
<b>Total Transfers Out:</b>		<b>\$44,607</b>	<b>\$44,607</b>	<b>0%</b>
<b>Contractual and Other Services</b>				
Operational Contracts	\$141,114	\$54,000	\$81,500	50.9%
Legal	\$7,365		\$100	N/A
Engineering	\$31,811	\$20,000	\$10,000	-50%
Security	\$898	\$1,200	\$800	-33.3%
Janitorial	\$99	\$150	\$200	33.3%
Water	\$1,448			N/A
Chemical Testing	\$4,225	\$6,000	\$7,000	16.7%
<b>Total Contractual and Other Services:</b>	<b>\$186,960</b>	<b>\$81,350</b>	<b>\$99,600</b>	<b>22.4%</b>
<b>Maint and Repair Services</b>				
Claims	\$1,030	\$1,000		-100%
Maint. & Repair Wells	\$5,813	\$10,000	\$15,000	50%
Vehicle Maint. - Outside		\$1,000	\$300	-70%
Equipment Maint. - Outside		\$1,000	\$100	-90%
Water Maintenance - Outside	\$583	\$8,500	\$2,500	-70.6%
<b>Total Maint and Repair Services:</b>	<b>\$7,426</b>	<b>\$21,500</b>	<b>\$17,900</b>	<b>-16.7%</b>
<b>Capital Outlay</b>				
Capital Purchases/Improvements	\$140			0%
Depreciation	\$323,993			0%
<b>Total Capital Outlay:</b>	<b>\$324,133</b>			<b>0%</b>
<b>Interest</b>				
Debt Service (COP)		\$207,591		-100%
Amortization expense		\$31,680	\$31,101	-1.8%
Interest	\$257,853		\$201,156	N/A
<b>Total Interest:</b>	<b>\$257,853</b>	<b>\$239,271</b>	<b>\$232,257</b>	<b>-2.9%</b>
<b>Total Expense Objects:</b>	<b>\$1,112,443</b>	<b>\$725,548</b>	<b>\$805,232</b>	<b>11%</b>





## Sewer Operating Fund (Fund 48)

### SEWER OPERATING REVENUES (FUND 48)

The City collects monthly waste water (sewer) payments from 830 residents and businesses on a flat rate per month. These monthly payments are kept separate from the other City funds in a special fund referred to as the Sewer Enterprise Fund.

The City increased these rates February 1<sup>st</sup> 2022, and will continue to increase rates at approximately 14% a year for the next four years, (on July 1) then 5% the fifth year. since July 1, 2019. A press release was public January 26 with this table in it:

These costs include the new force man to Hollister due to be completed in December 2023. This project was approved by the Environmental Protection Agency and subsequently by the City Council as the best solution to solve the City's ongoing discharge of salts into a creek. "Regionalizing" waste water is also supported by the County, Water District, and the City of Hollister as the best solution. By ending the treatment processes in San Juan Bautista, the future cost increases will be avoided. The City is exploring several grants and low interest loans from the federal and state governments to reduce the cost of the project to rate payers. The rates assume the City will off-set the \$18 million cost with \$6 million in grants funds. It is well on its way to achieve this goal.

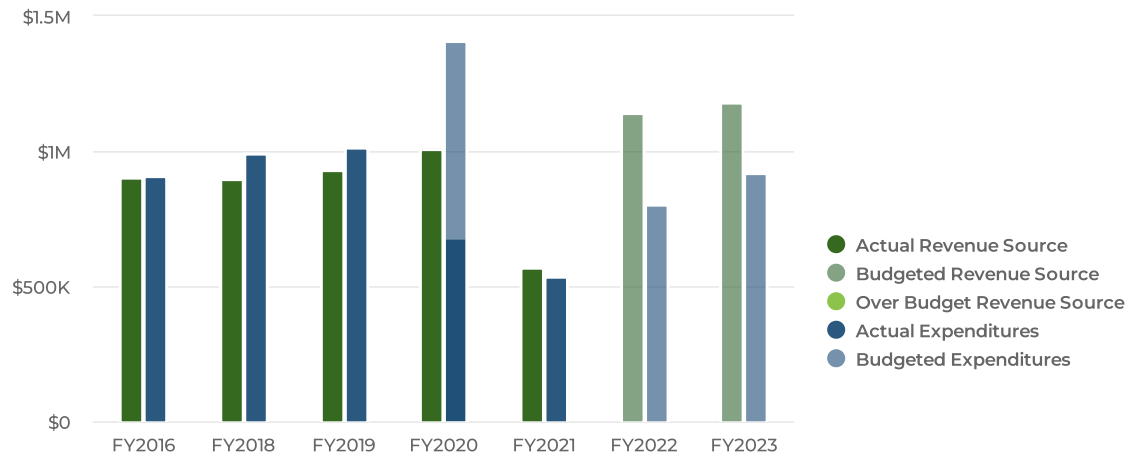
15% increase for five years

2021	2022	2023	2024	2025	2026	total
sewer rate	1.15	1.15	1.15	1.15	1.15	Increase
83.61	96.1515	110.5742	127.1604	146.2344	168.1696	84.5595744

The fees charged for the Waste Water Enterprise Fund to its subscribers are for one purpose: to pay the cost of collecting the waste water and processing it. These funds currently pay to clean the waste water pipes, lift station that pump the waste water to the Treatment Plant. They pay for the licensed Treatment Plant Operator. As proposed, the cost of the treatment plant would end in late 2023, and the City will begin sending its waste water to Hollister.

## Summary

The City of San Juan Bautista is projecting \$1.19M of revenue in FY2023, which represents a 3.7% increase over the prior year. Budgeted expenditures are projected to increase by 14.7% or \$118.35K to \$923.91K in FY2023.

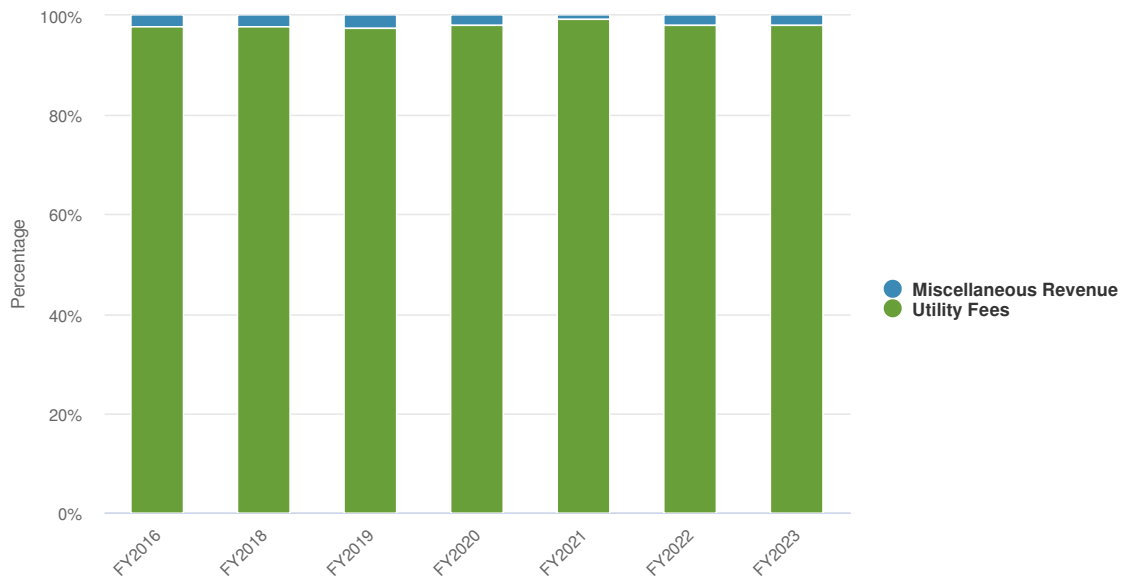


## Revenues by Source

### Projected 2023 Revenues by Source



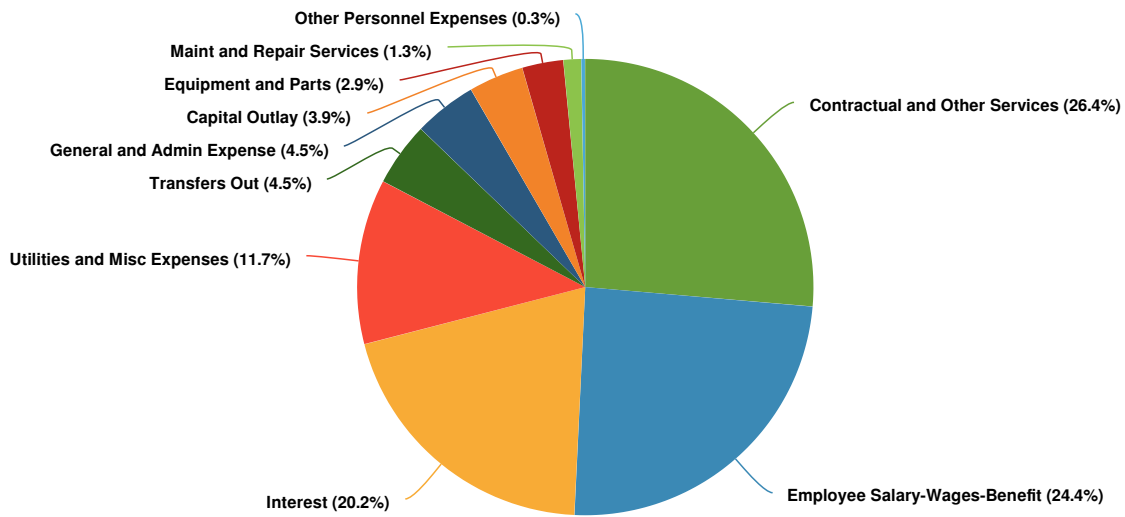
### Budgeted and Historical 2023 Revenues by Source



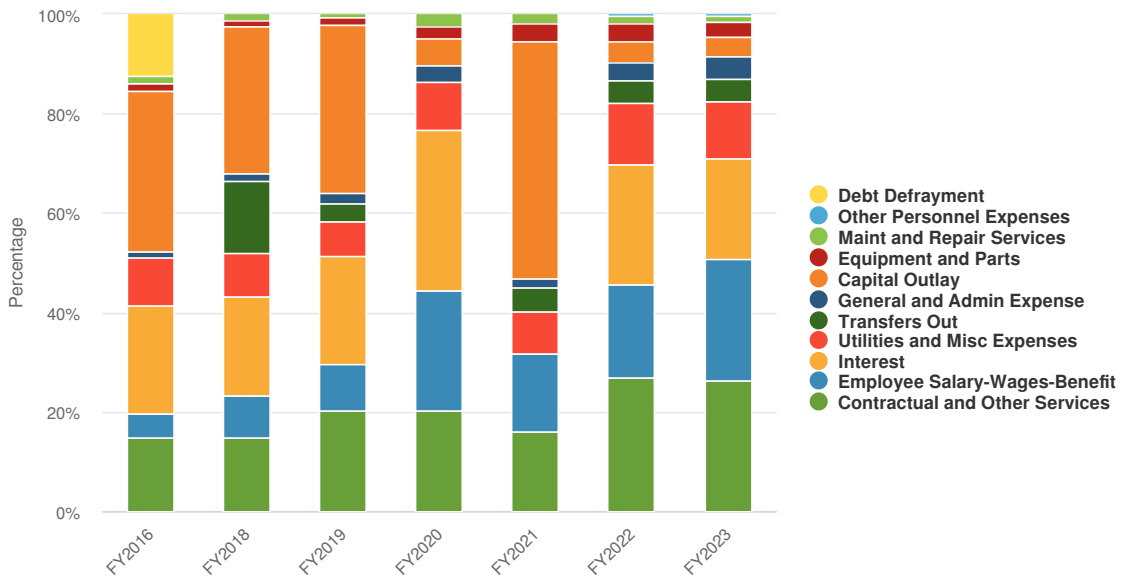
Name	FY2021 Actual	FY2022 Budgeted	FY2023 Budgeted	FY2022 Budgeted vs. FY2023 Budgeted (% Change)
Revenue Source				
Utility Fees	\$567,900	\$1,121,430	\$1,164,000	3.8%
Miscellaneous Revenue	\$2,686	\$21,000	\$21,000	0%
<b>Total Revenue Source:</b>	<b>\$570,586</b>	<b>\$1,142,430</b>	<b>\$1,185,000</b>	<b>3.7%</b>

# Expenditures by Expense Type

## Budgeted Expenditures by Expense Type



## Budgeted and Historical Expenditures by Expense Type



Name	FY2021 Actual	FY2022 Budgeted	FY2023 Budgeted	FY2022 Budgeted vs. FY2023 Budgeted (% Change)
Expense Objects				
Utilities and Misc Expenses				

Name	FY2021 Actual	FY2022 Budgeted	FY2023 Budgeted	FY2022 Budgeted vs. FY2023 Budgeted (% Change)
Bad debt		\$8,000	\$5,000	-37.5%
Telecomm	\$1,046	\$2,500	\$4,000	60%
Electricity	\$39,391	\$83,000	\$88,000	6%
Licenses and Permits	\$5,659	\$6,000	\$11,000	83.3%
<b>Total Utilities and Misc Expenses:</b>	<b>\$46,096</b>	<b>\$99,500</b>	<b>\$108,000</b>	<b>8.5%</b>
<b>Employee Salary-Wages-Benefit</b>				
Salaries and Wages - FT	\$68,849	\$113,132	\$167,916	48.4%
FICA	\$4,742	\$9,786	\$14,525	48.4%
Worker's Comp	\$3,197	\$5,193	\$15,358	195.7%
Health Insurance	\$8,982	\$22,724	\$25,695	13.1%
457k Retirement Contribution	\$286	\$1,762	\$1,935	9.8%
<b>Total Employee Salary-Wages-Benefit:</b>	<b>\$86,056</b>	<b>\$152,597</b>	<b>\$225,429</b>	<b>47.7%</b>
<b>General and Admin Expense</b>				
Insurance - Liab/Bond/Auto/Prop	\$5,639	\$14,500	\$17,000	17.2%
Dues and Subscriptions		\$750	\$750	0%
Computer Software Service	\$151	\$500	\$10,500	2,000%
Computer Hardware Service	\$283	\$500	\$500	0%
Advertising		\$200	\$1,200	500%
Office Supplies	\$1,154	\$2,000	\$2,000	0%
Postage and Freight	\$1,304	\$2,700	\$2,700	0%
Printing and Copies	\$14	\$100	\$500	400%
Food and Beverages	\$265	\$500	\$400	-20%
Copier Services & Lease	\$767	\$1,750	\$1,750	0%
Bank Charges/PR Processing		\$4,000	\$4,000	0%
<b>Total General and Admin Expense:</b>	<b>\$9,577</b>	<b>\$27,500</b>	<b>\$41,300</b>	<b>50.2%</b>
<b>Other Personnel Expenses</b>				
Uniforms & Alterations	\$19	\$500	\$500	0%
Phys., Drug & Psych Testing	\$15	\$100	\$100	0%
Education and Training	\$375	\$1,000	\$1,500	50%
Travel/Per Diem/Car Allowance		\$500	\$500	0%
<b>Total Other Personnel Expenses:</b>	<b>\$409</b>	<b>\$2,100</b>	<b>\$2,600</b>	<b>23.8%</b>
<b>Equipment and Parts</b>				
Equipment Rental		\$1,500	\$1,500	0%
Chemical and Gasses	\$1,923	\$4,500	\$6,500	44.4%
Gasoline & Diesel Fuel	\$918	\$4,000	\$4,500	12.5%
Small Tools	\$438	\$1,500	\$3,000	100%
Safety Gear & First Aid		\$1,500	\$1,500	0%
Materials		\$1,000		-100%
Parts - City Rep. Vehicles	\$220	\$1,000	\$1,200	20%





Name	FY2021 Actual	FY2022 Budgeted	FY2023 Budgeted	FY2022 Budgeted vs. FY2023 Budgeted (% Change)
Parts - City Rep. Equipment	\$1,674	\$4,000	\$4,000	0%
Parts - City Rep. Water	\$45		\$650	N/A
Parts - City Rep. Sewer	\$13,944	\$8,000	\$4,000	-50%
<b>Total Equipment and Parts:</b>	<b>\$19,162</b>	<b>\$27,000</b>	<b>\$26,850</b>	<b>-0.6%</b>
<b>Transfers Out</b>				
Transfers out - Sewer Fund	\$25,154	\$36,496	\$41,710	14.3%
<b>Total Transfers Out:</b>	<b>\$25,154</b>	<b>\$36,496</b>	<b>\$41,710</b>	<b>14.3%</b>
<b>Contractual and Other Services</b>				
Operational Contracts	\$55,290	\$135,000	\$149,000	10.4%
Legal		\$5,000	\$5,000	0%
Engineering		\$7,530	\$7,000	-7%
Security	\$1,230	\$2,800	\$2,300	-17.9%
Janitorial	\$182	\$275	\$275	0%
Chemical Testing	\$29,275	\$65,000	\$80,000	23.1%
<b>Total Contractual and Other Services:</b>	<b>\$85,977</b>	<b>\$215,605</b>	<b>\$243,575</b>	<b>13%</b>
<b>Maint and Repair Services</b>				
Equipment Maint. - Outside	\$6,551	\$7,500	\$5,000	-33.3%
Streets Maint. & Paving		\$1,000	\$1,000	0%
Sewer Maint. Outside	\$1,004	\$2,000	\$5,500	175%
Sewer Maint. - Plant	\$1,801	\$2,500	\$100	-96%
<b>Total Maint and Repair Services:</b>	<b>\$9,356</b>	<b>\$13,000</b>	<b>\$11,600</b>	<b>-10.8%</b>
<b>Capital Outlay</b>				
Capital Purchases/Improvements	\$91,887			0%
Depreciation	\$147,977			0%
Fines RWQCB	\$18,000	\$36,000	\$36,000	0%
<b>Total Capital Outlay:</b>	<b>\$257,864</b>	<b>\$36,000</b>	<b>\$36,000</b>	<b>0%</b>
<b>Interest</b>				
Amortization expense		\$25,920	\$22,265	-14.1%
Interest - Other		\$169,847	\$164,582	-3.1%
<b>Total Interest:</b>		<b>\$195,767</b>	<b>\$186,847</b>	<b>-4.6%</b>
<b>Total Expense Objects:</b>	<b>\$539,651</b>	<b>\$805,565</b>	<b>\$923,911</b>	<b>14.7%</b>





## CFD Z1 Copperleaf (Fund 65)

### COPPER LEAF COMMUNITY FACILITIES DISTRICT (FUND 65)

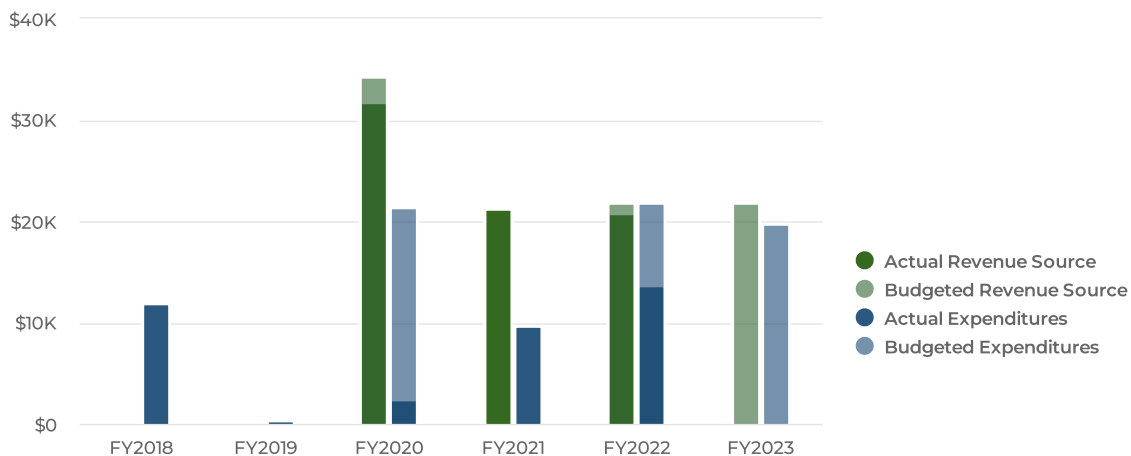
Each of the 45 homeowners in the Copper Leaf community pay equally into an assessment district (Community Facilities District). The budget and assessment rates are reviewed annually, and are subject to cost-of-living increases (2% last year). Any major changes to the rates are subject to a vote by the homeowners.

The City receives these payments from the County Assessor and keeps them in a special fund. It uses these funds to maintain the common areas of the neighborhood above and beyond the standard City responsibilities. This work includes the park, trails, benches, retention basin, sidewalks, street trees, streetlights, and common area landscaping

In 2020, the City accepted the improvements at the Copperleaf CFD. The park, retention basin, sidewalks, street trees and street lights, and common area landscaping are all maintained by the CFD. The City's contracts with a landscaping company to provide weekly maintenance. These services comprise the majority of cost. They are being bid currently, and when the bids are awarded, the costs will be verified. Staff is planning to meet with the residents before the June 14 budget is considered for adoption. If a Cost-Of-Living Increase is required, it may be as high as 5.2%.

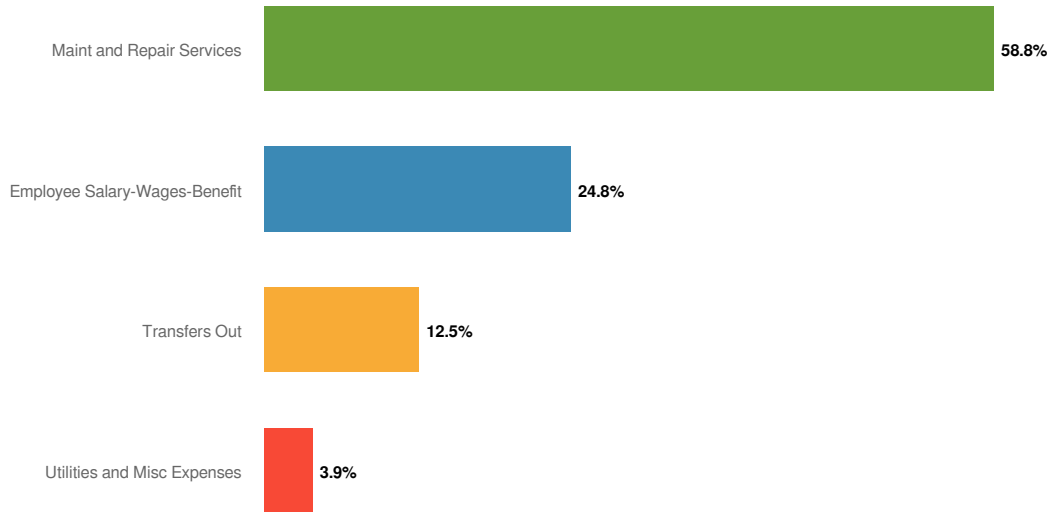
## Summary

The City of San Juan Bautista is projecting \$21.95K of revenue in FY2023, which represents a 0% increase over the prior year. Budgeted expenditures are projected to decrease by 9.6% or \$2.1K to \$19.85K in FY2023.

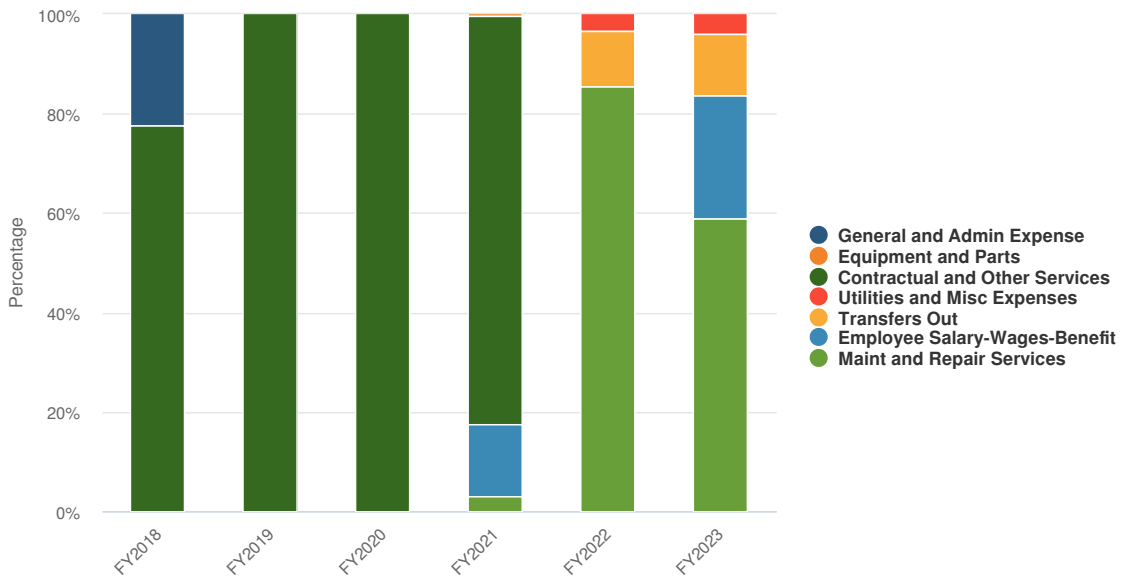


## Expenditures by Expense Type

### Budgeted Expenditures by Expense Type



### Budgeted and Historical Expenditures by Expense Type



Name	FY2021 Actual	FY2022 Budgeted	FY2022 Budgeted vs. FY2023 Budgeted (% Change)	FY2022 Budgeted vs. DR FY 23 05.05.2022 (General Fund) (% Change)
Expense Objects				
Utilities and Misc Expenses		\$755	3.2%	-100%



Name	FY2021 Actual	FY2022 Budgeted	FY2022 Budgeted vs. FY2023 Budgeted (% Change)	FY2022 Budgeted vs. DR FY 23 05.05.2022 (General Fund) (% Change)
Employee Salary-Wages-Benefit	\$1,399		N/A	N/A
Equipment and Parts	\$36		N/A	N/A
Transfers Out		\$2,412	3.2%	-100%
Contractual and Other Services	\$7,990		0%	N/A
Maint and Repair Services	\$305	\$18,778	-37.9%	-100%
<b>Total Expense Objects:</b>	<b>\$9,730</b>	<b>\$21,945</b>	<b>-9.6%</b>	<b>-100%</b>





## CFD Z2 Rancho Vista

### RANCHO VISTA COMMUNITY FACILITIES DISTRICT (FUND 66)

Each of the 87 homeowners in the Rancho Vista community pay equally into an assessment district (Community Facilities District). The budget and assessment rates are reviewed annually, and are subject to cost-of-living increases (2% last year). Any major changes to the rates are subject to a vote by the homeowners.

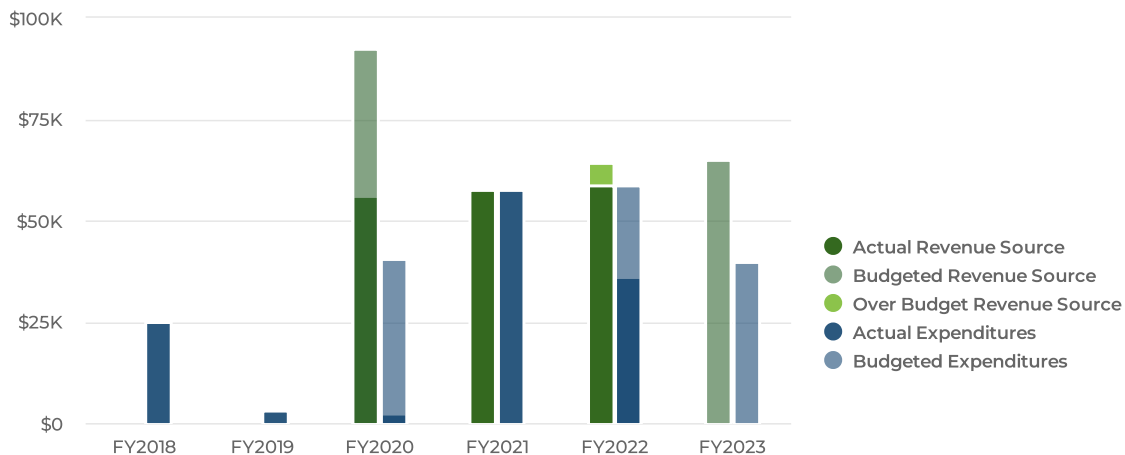
The City receives these payments from the County Assessor and keeps them in a special fund. It uses these funds to maintain the common areas of the neighborhood above and beyond the standard City responsibilities. This work includes the park, trails, benches, retention basin, sidewalks, street trees, streetlights, and common area landscaping

The City has agreed to bring its landscape maintenance contractor to maintain the District but has not formally accepted the improvements yet. Once the City inspects and accepts the improvement as being built in compliance with the City Engineer's standards, the City, a warranty period of one year begins. This will happen soon after the round-about is completed, unless the City agrees to partial acceptance and begins the landscape maintenance sooner. The round-about is expected to complete its construction before the end of the June 2022.

The City's contracts with a landscaping company to provide weekly maintenance. These services comprise the majority of cost. They are being bid currently, and when the bids are awarded, the costs will be verified. Staff is planning to meet with the residents before the June 14 budget is considered for adoption. If a Cost-Of-Living Increase is required, it may be as high as 5.2%.

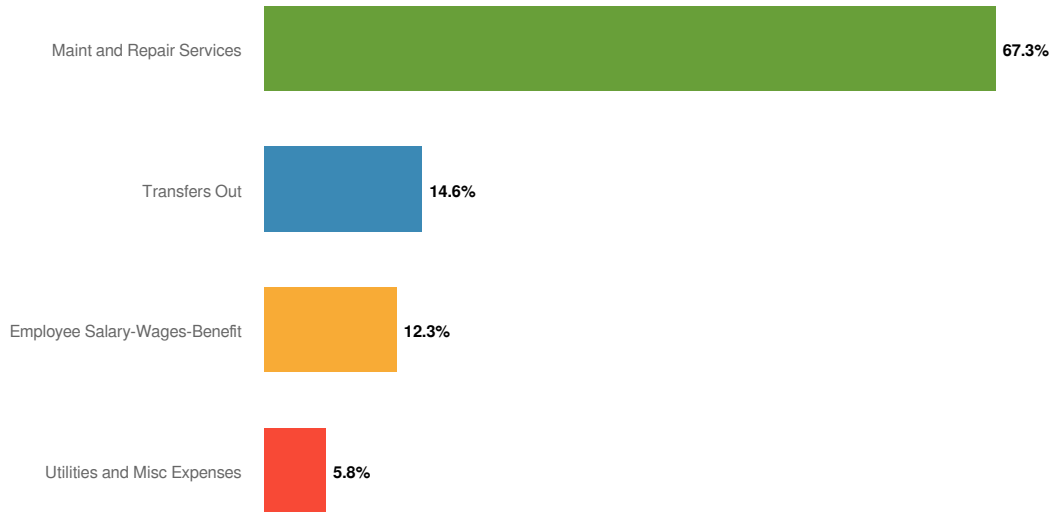
## Summary

The City of San Juan Bautista is projecting \$65.32K of revenue in FY2023, which represents a 11.3% increase over the prior year. Budgeted expenditures are projected to decrease by 32% or \$18.79K to \$39.93K in FY2023.

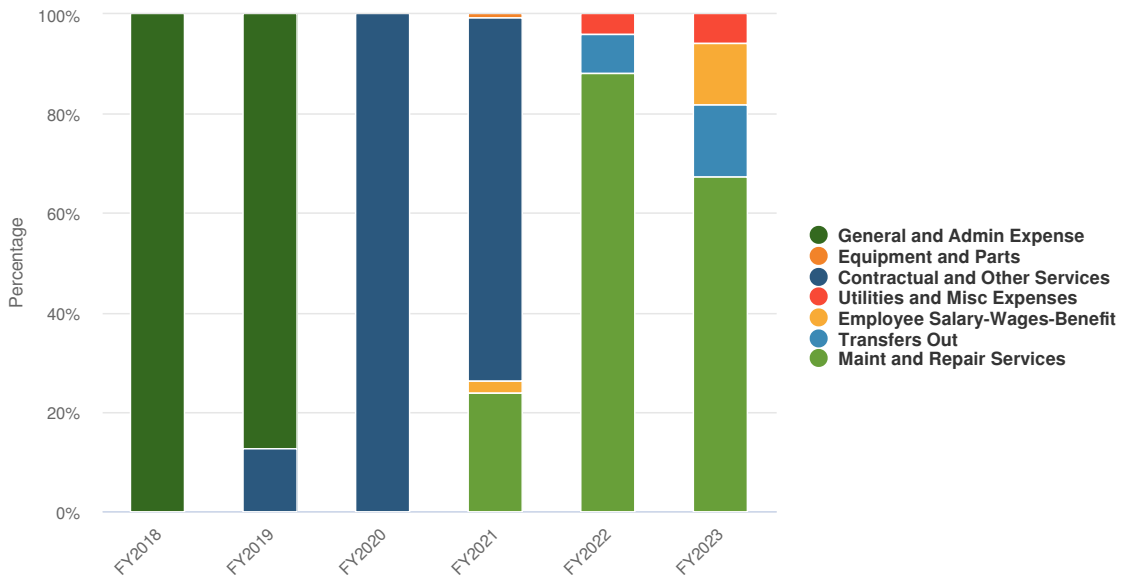


## Expenditures by Expense Type

### Budgeted Expenditures by Expense Type



### Budgeted and Historical Expenditures by Expense Type



Name	FY2021 Actual	FY2022 Budgeted	FY2022 Budgeted vs. FY2023 Budgeted (% Change)	FY2022 Budgeted vs. DR FY 23 05.05.2022 (General Fund) (% Change)
Expense Objects				
Utilities and Misc Expenses		\$2,234	3.2%	-100%



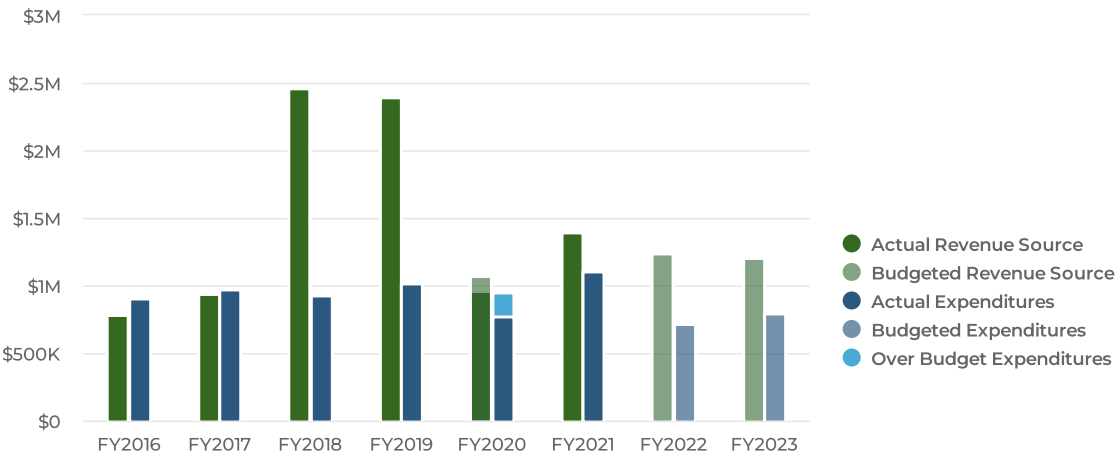
Name	FY2021 Actual	FY2022 Budgeted	FY2022 Budgeted vs. FY2023 Budgeted (% Change)	FY2022 Budgeted vs. DR FY 23 05.05.2022 (General Fund) (% Change)
Employee Salary-Wages-Benefit	\$1,399		N/A	N/A
General and Admin Expense	\$45		0%	N/A
Equipment and Parts	\$268		N/A	N/A
Transfers Out		\$4,654	25.4%	-100%
Contractual and Other Services	\$42,287		0%	N/A
Maint and Repair Services	\$13,930	\$51,828	-48.1%	-100%
<b>Total Expense Objects:</b>	<b>\$57,929</b>	<b>\$58,716</b>	<b>-32%</b>	<b>-100%</b>





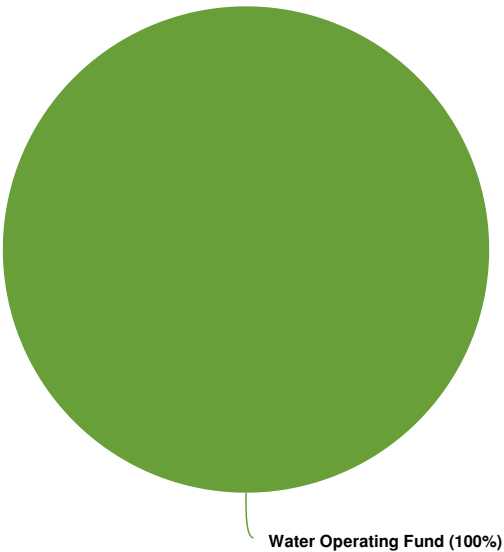
Summary

The City of San Juan Bautista is projecting \$1.21M of revenue in FY2023, which represents a 2.1% decrease over the prior year. Budgeted expenditures are projected to increase by 11% or \$79.68K to \$805.23K in FY2023.



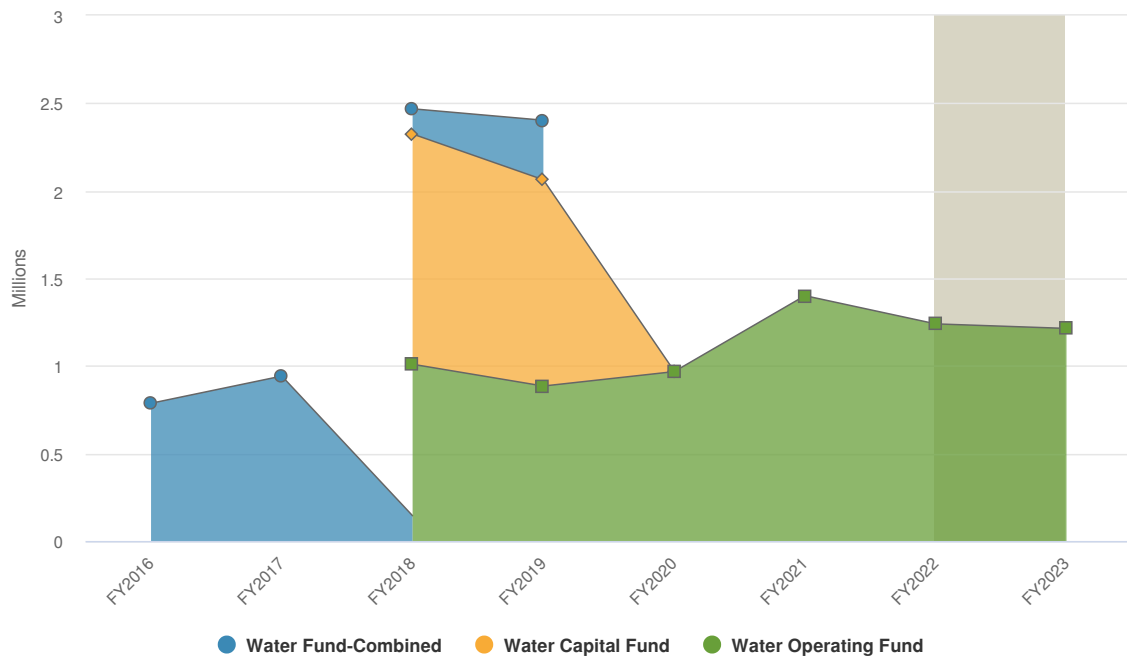
Revenue by Fund

2023 Revenue by Fund





### Budgeted and Historical 2023 Revenue by Fund

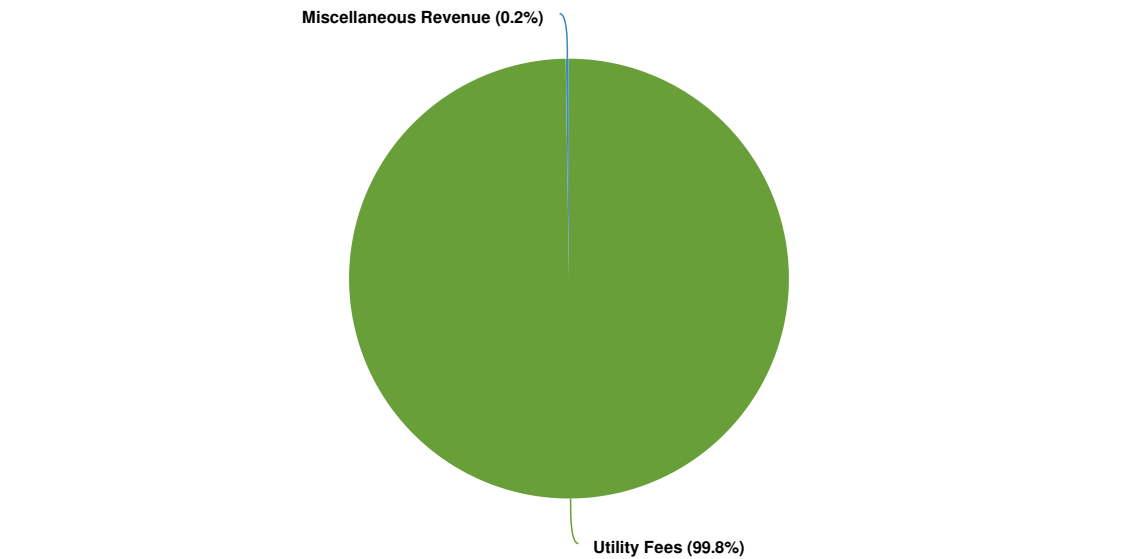


Grey background indicates budgeted figures.

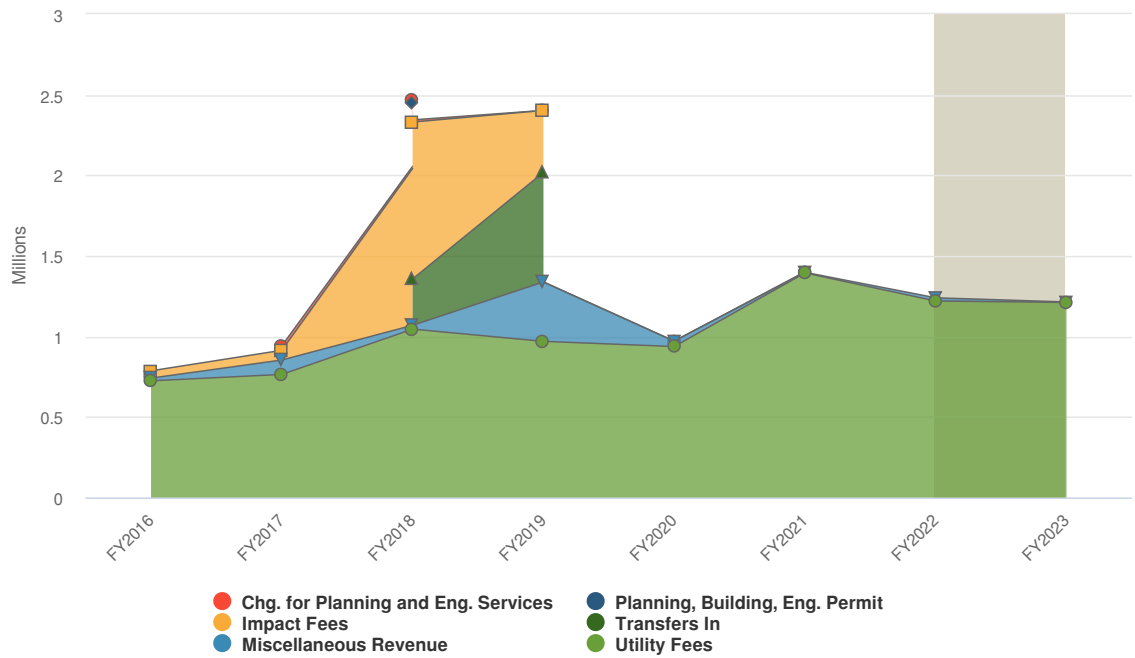
Name	FY2021 Actual	FY2022 Budgeted	FY2023 Budgeted	FY2022 Budgeted vs. FY2023 Budgeted (% Change)	FY2022 Budgeted vs. FY2023 Budgeted (% Change)	FY2022 Budgeted vs. DR FY 23 05.05.2022 (General Fund) (% Change)
Water Operating Fund	\$1,400,760	\$1,239,670	\$1,213,800	-2.1%	-2.1%	-100%
<b>Total Water Operating Fund:</b>	<b>\$1,400,760</b>	<b>\$1,239,670</b>	<b>\$1,213,800</b>	<b>-2.1%</b>	<b>-2.1%</b>	<b>-100%</b>

# Revenues by Source

## Projected 2023 Revenues by Source



## Budgeted and Historical 2023 Revenues by Source

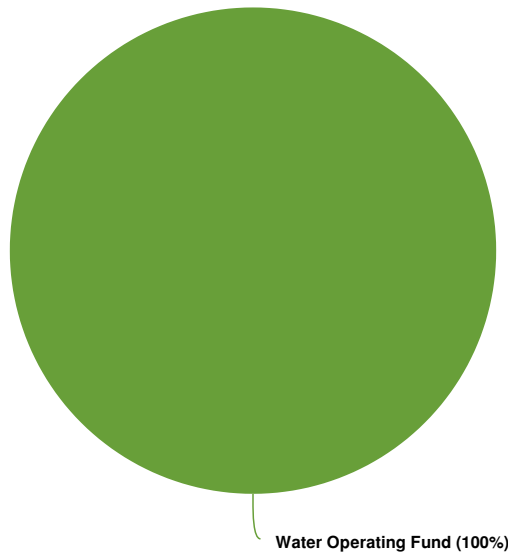


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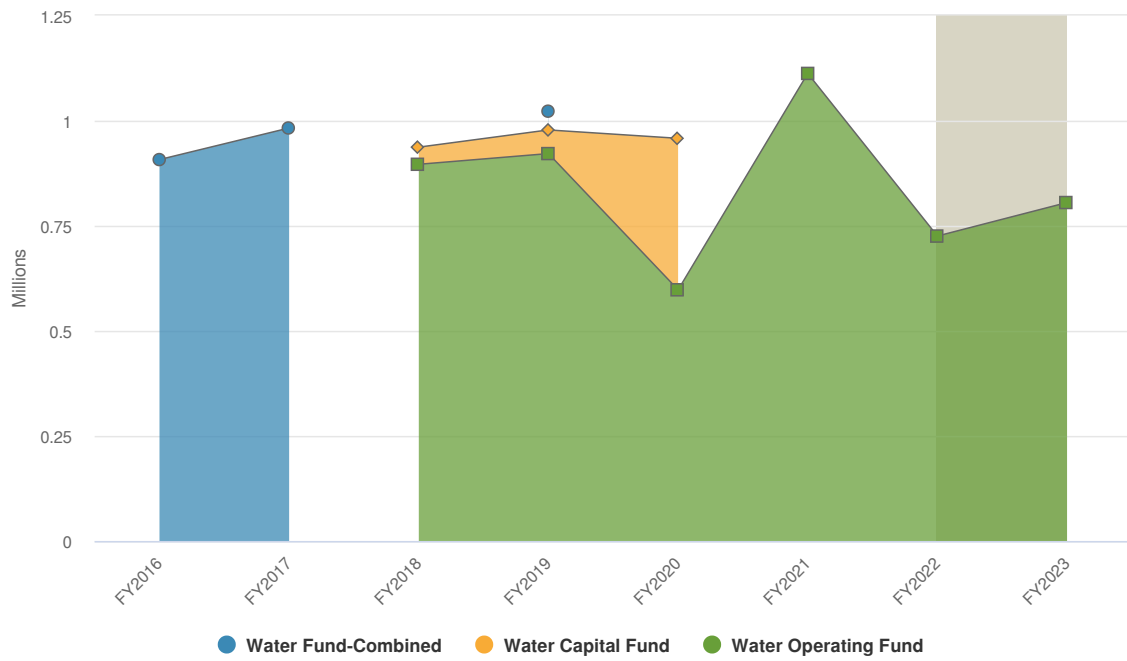
Name	FY2021 Actual	FY2022 Budgeted	FY2023 Budgeted	FY2022 Budgeted vs. FY2023 Budgeted (% Change)	FY2022 Budgeted vs. FY2023 Budgeted (% Change)	FY2022 Budgeted vs. DR FY 23 05.05.2022 (General Fund) (% Change)
Revenue Source						
Chg. for Planning and Eng. Services	\$2,884			0%	0%	N/A
Utility Fees	\$1,393,855	\$1,219,670	\$1,211,000	-0.7%	-0.7%	-100%
Miscellaneous Revenue	\$4,021	\$20,000	\$2,800	-86%	-86%	-100%
<b>Total Revenue Source:</b>	<b>\$1,400,760</b>	<b>\$1,239,670</b>	<b>\$1,213,800</b>	<b>-2.1%</b>	<b>-2.1%</b>	<b>-100%</b>

## Expenditures by Fund

### 2023 Expenditures by Fund



### Budgeted and Historical 2023 Expenditures by Fund

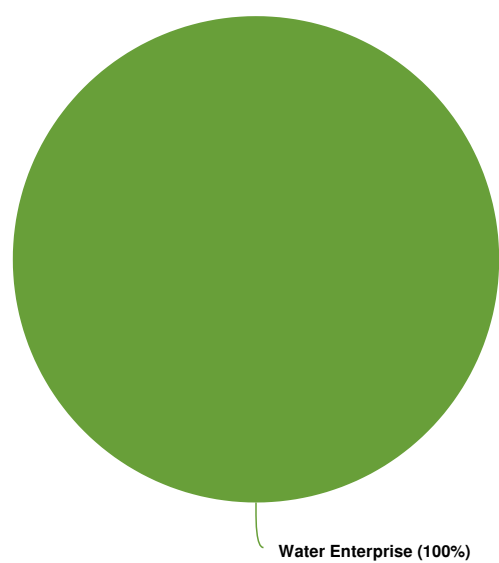


Grey background indicates budgeted figures.

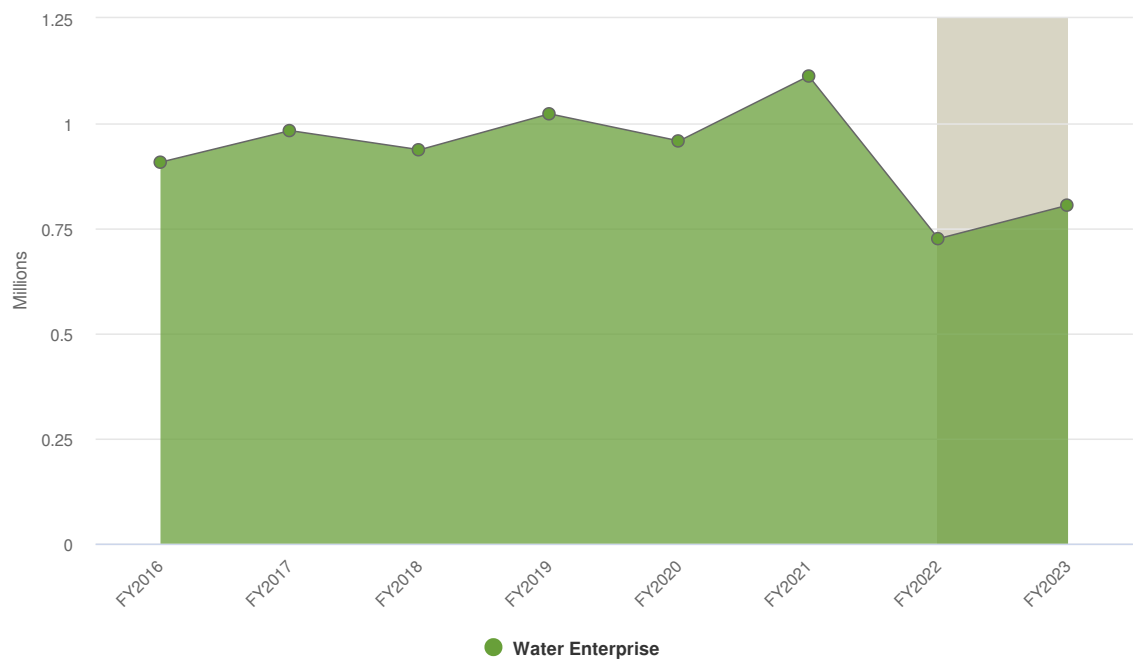
Name	FY2021 Actual	FY2022 Budgeted	FY2023 Budgeted	FY2022 Budgeted vs. FY2023 Budgeted (% Change)	FY2022 Budgeted vs. FY2023 Budgeted (% Change)	FY2022 Budgeted vs. DR FY 23 05.05.2022 (General Fund) (% Change)
Water Operating Fund	\$1,112,443	\$725,548	\$805,232	11%	11%	-100%
<b>Total Water Operating Fund:</b>	<b>\$1,112,443</b>	<b>\$725,548</b>	<b>\$805,232</b>	<b>11%</b>	<b>11%</b>	<b>-100%</b>

# Expenditures by Function

## Budgeted Expenditures by Function



## Budgeted and Historical Expenditures by Function

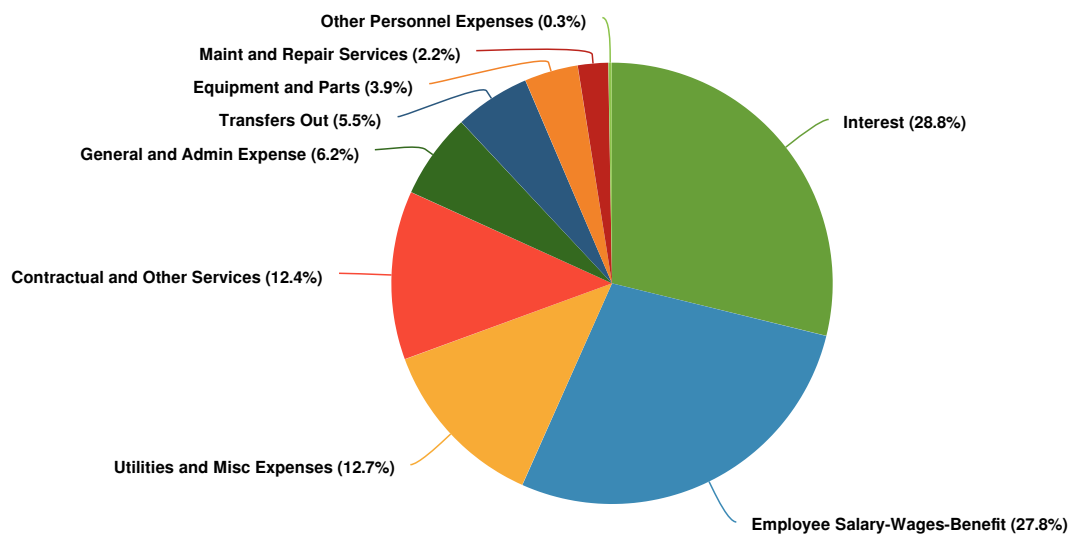


Grey background indicates budgeted figures.

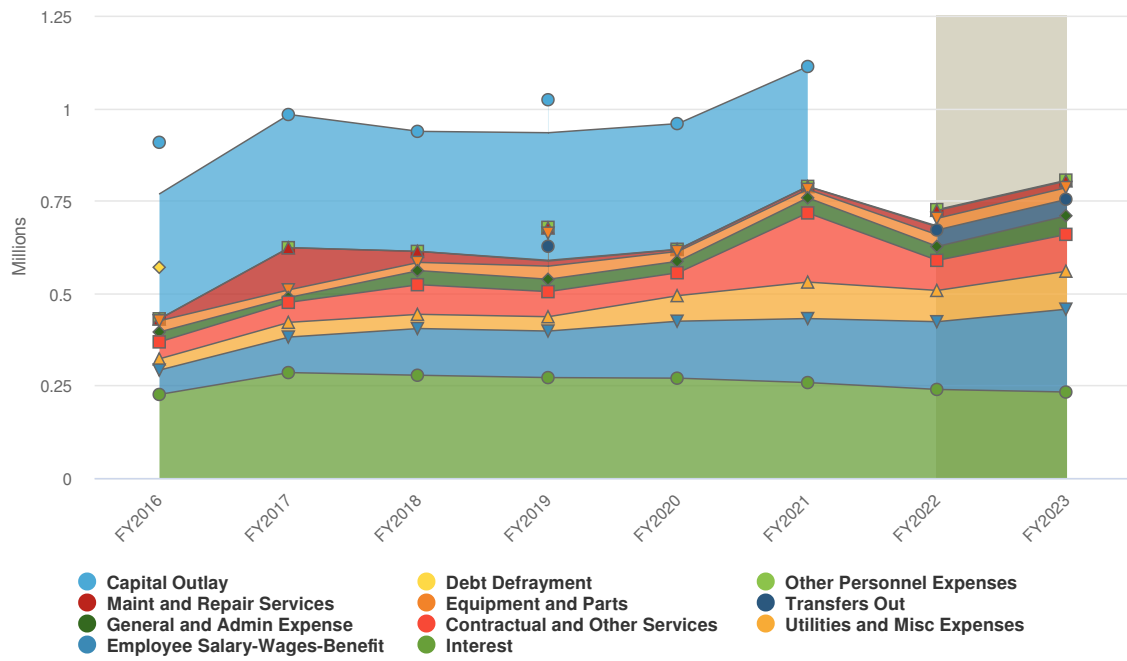
Name	FY2021 Actual	FY2022 Budgeted	FY2023 Budgeted	FY2022 Budgeted vs. FY2023 Budgeted (% Change)	FY2022 Budgeted vs. FY2023 Budgeted (% Change)	FY2022 Budgeted vs. DR FY 23 05.05.2022 (General Fund) (% Change)
Expenditures						
Water Enterprise	\$1,112,443	\$725,548	\$805,232	11%	11%	-100%
<b>Total Expenditures:</b>	<b>\$1,112,443</b>	<b>\$725,548</b>	<b>\$805,232</b>	<b>11%</b>	<b>11%</b>	<b>-100%</b>

## Expenditures by Expense Type

### Budgeted Expenditures by Expense Type



## Budgeted and Historical Expenditures by Expense Type



Grey background indicates budgeted figures.

Name	FY2021 Actual	FY2022 Budgeted	FY2023 Budgeted	FY2022 Budgeted vs. FY2023 Budgeted (% Change)	FY2022 Budgeted vs. FY2023 Budgeted (% Change)	FY2022 Budgeted vs. DR FY 23 05.05.2022 (General Fund) (% Change)
Expense Objects						
Utilities and Misc Expenses	\$98,613	\$84,525	\$102,650	21.4%	21.4%	-100%
Employee Salary-Wages-Benefit	\$173,069	\$183,120	\$224,068	22.4%	22.4%	-100%
General and Admin Expense	\$40,810	\$37,575	\$50,300	33.9%	33.9%	-100%
Other Personnel Expenses	\$641	\$2,100	\$2,100	0%	0%	-100%
Equipment and Parts	\$22,938	\$31,500	\$31,750	0.8%	0.8%	-100%
Transfers Out		\$44,607	\$44,607	0%	0%	-100%
Contractual and Other Services	\$186,960	\$81,350	\$99,600	22.4%	22.4%	-100%
Maint and Repair Services	\$7,426	\$21,500	\$17,900	-16.7%	-16.7%	-100%
Capital Outlay	\$324,133			0%	0%	N/A
Interest	\$257,853	\$239,271	\$232,257	-2.9%	-2.9%	-100%
<b>Total Expense Objects:</b>	<b>\$1,112,443</b>	<b>\$725,548</b>	<b>\$805,232</b>	<b>11%</b>	<b>11%</b>	<b>-100%</b>



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# DEPARTMENTS

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## City Attorney (Dept. 11)

The Budget provides for the annual retainer of \$40,000 to the Wellington Law Firm to serve as the City Attorney. This is the same as last Fiscal Year and the same as the actual expense in 2019/20.

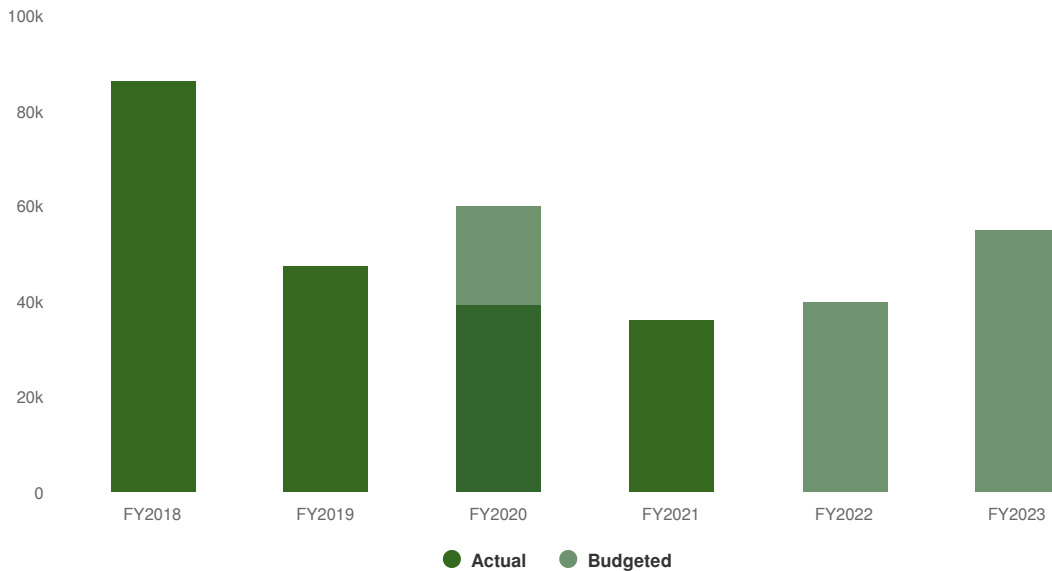
In addition, special assignments such as drafting complex ordinances or reviewing non standard contracts are billed at the rate of \$160/hour. This year, it is anticipated that there will be several agreements to be written relative to the Water Compliance projects recently approved by the City Council. These will be billed to the Water and Sewer Departments as appropriate.

If the City finds itself in litigation, and is successful defending itself, it will make every effort to recover these legal fees. The City has successfully recovered legal expenses incurred on behalf of private parties in the past.

### Expenditures Summary

**\$55,000** **\$15,000**  
(37.50% vs. prior year)

#### City Attorney (Dept. 11) Proposed and Historical Budget vs. Actual

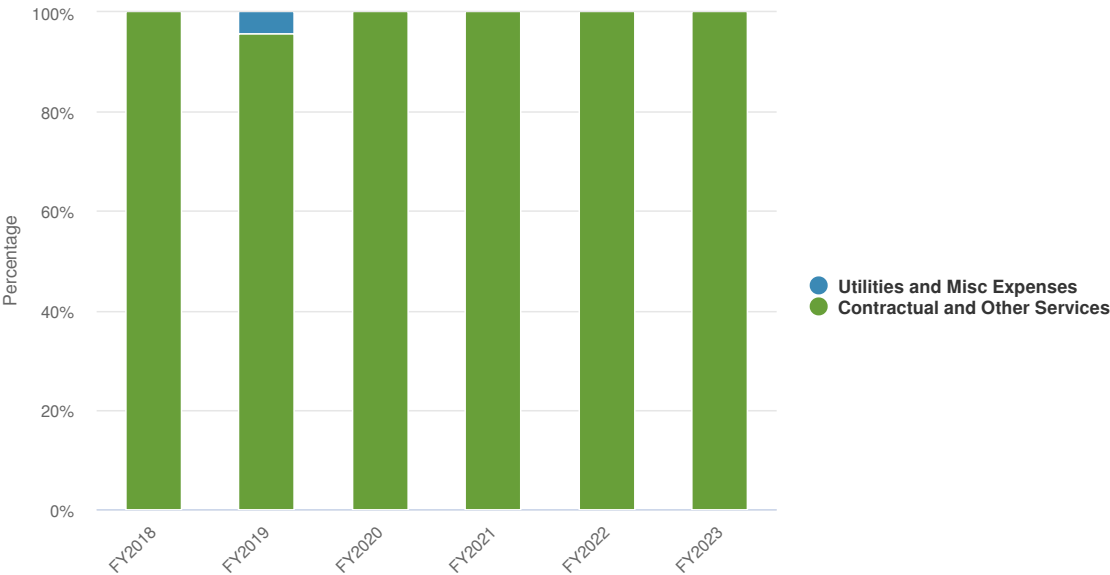


# Expenditures by Expense Type

Budgeted Expenditures by Expense Type



Budgeted and Historical Expenditures by Expense Type



Name	FY2021 Actual	FY2022 Budgeted	FY2023 Budgeted	FY2022 Budgeted vs. FY2023 Budgeted (% Change)
Expense Objects				
Contractual and Other Services				



Name	FY2021 Actual	FY2022 Budgeted	FY2023 Budgeted	FY2022 Budgeted vs. FY2023 Budgeted (% Change)
<b>City Attorney</b>				
Legal	\$36,317	\$40,000	\$55,000	37.5%
<b>Total City Attorney:</b>	<b>\$36,317</b>	<b>\$40,000</b>	<b>\$55,000</b>	<b>37.5%</b>
<b>Total Contractual and Other Services:</b>	<b>\$36,317</b>	<b>\$40,000</b>	<b>\$55,000</b>	<b>37.5%</b>
<b>Total Expense Objects:</b>	<b>\$36,317</b>	<b>\$40,000</b>	<b>\$55,000</b>	<b>37.5%</b>



## City Manager (Dept. 12)

**Don Reynolds**  
City Manager

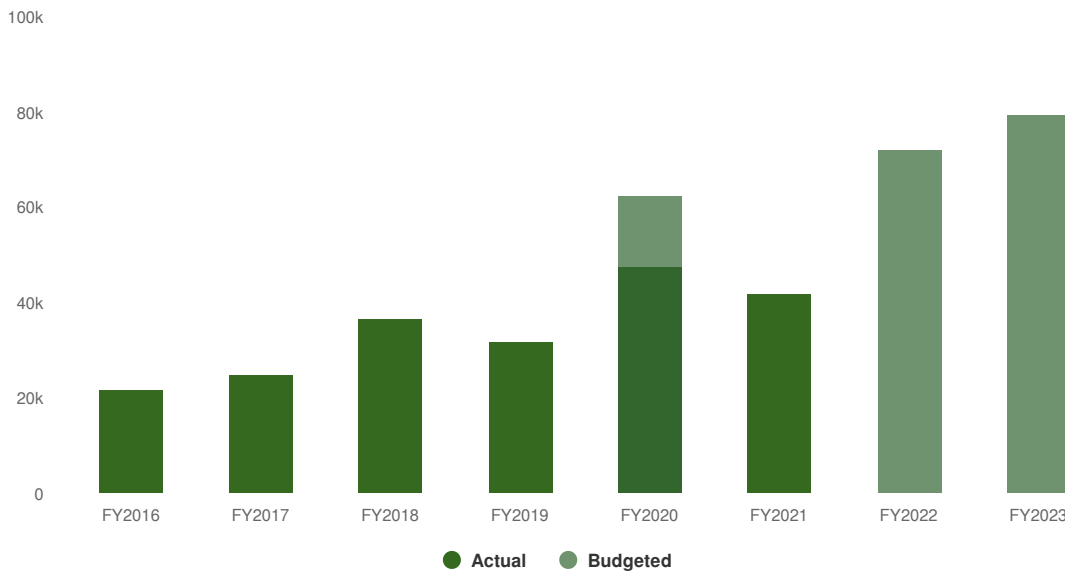
### City Manager (Department 12)

The Recommended Budget for the City Manager Department moves Economic Development to Community Development, and removes the part-time Project Manager approved last year. The total budget was reduced \$52,000 or 43%. the City Manager does plan to attend the ICMA Conference in Portland this fall.

## Expenditures Summary

**\$79,392** **\$7,503**  
(10.44% vs. prior year)

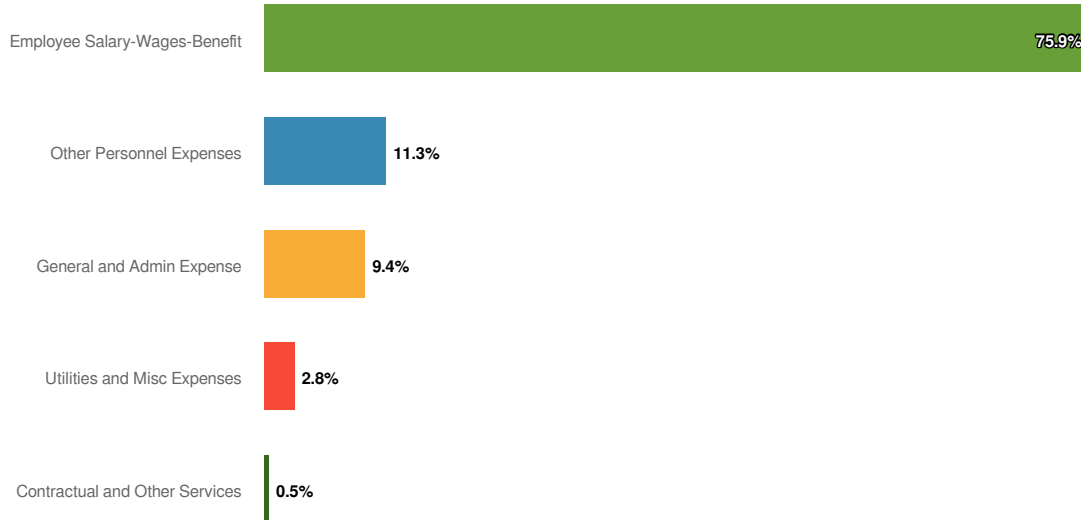
### City Manager (Dept. 12) Proposed and Historical Budget vs. Actual



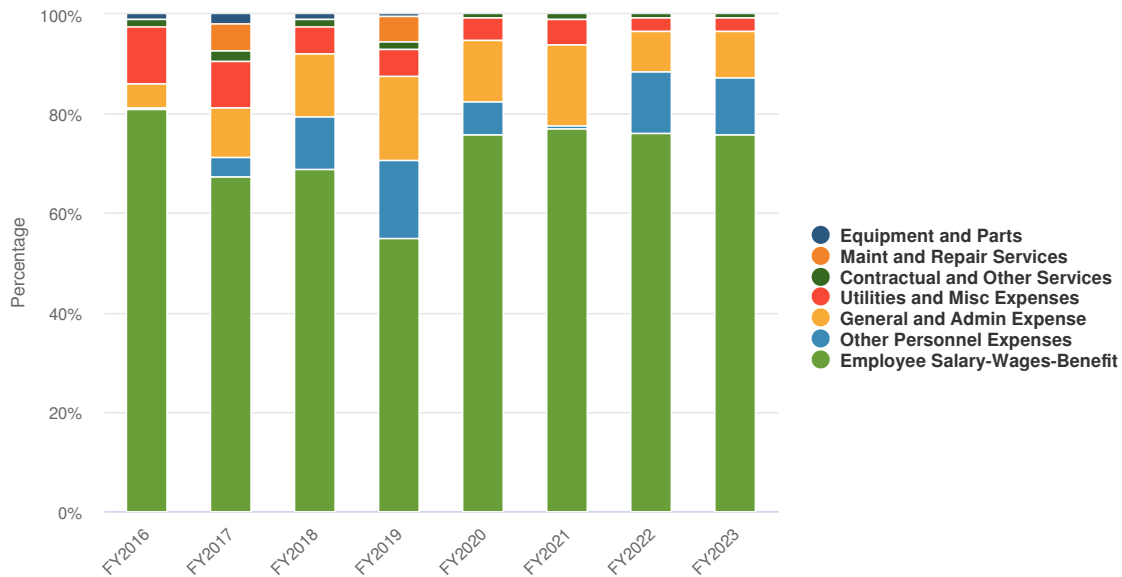
Added the City's new Economic Development program to this budget including one full-time equivalent position.

## Expenditures by Expense Type

### Budgeted Expenditures by Expense Type



### Budgeted and Historical Expenditures by Expense Type



Name	FY2021 Actual	FY2022 Budgeted	FY2023 Budgeted	FY2022 Budgeted vs. FY2023 Budgeted (% Change)
Expense Objects				
Utilities and Misc Expenses				



Name	FY2021 Actual	FY2022 Budgeted	FY2023 Budgeted	FY2022 Budgeted vs. FY2023 Budgeted (% Change)
<b>City Manager</b>				
Telecomm	\$1,644	\$1,500	\$1,750	16.7%
Electricity	\$500	\$500	\$500	0%
<b>Total City Manager:</b>	<b>\$2,144</b>	<b>\$2,000</b>	<b>\$2,250</b>	<b>12.5%</b>
<b>Total Utilities and Misc Expenses:</b>	<b>\$2,144</b>	<b>\$2,000</b>	<b>\$2,250</b>	<b>12.5%</b>
<b>Employee Salary-Wages-Benefit</b>				
<b>City Manager</b>				
Salaries and Wages - FT	\$26,180	\$44,746	\$48,653	8.7%
FICA	\$1,690	\$3,870	\$4,209	8.8%
Worker's Comp	\$355	\$922	\$756	-18%
Health Insurance	\$3,902	\$3,809	\$5,214	36.9%
457k Retirement Contribution		\$1,342	\$1,460	8.8%
<b>Total City Manager:</b>	<b>\$32,127</b>	<b>\$54,689</b>	<b>\$60,292</b>	<b>10.2%</b>
<b>Total Employee Salary-Wages-Benefit:</b>	<b>\$32,127</b>	<b>\$54,689</b>	<b>\$60,292</b>	<b>10.2%</b>
<b>General and Admin Expense</b>				
<b>City Manager</b>				
Insurance - Liab/Bond/Auto/Prop	\$903	\$600	\$600	0%
Dues and Subscriptions	\$2,899	\$2,000	\$3,000	50%
Computer Software Service	\$1,668	\$750	\$750	0%
Computer Hardware Service	\$597	\$1,500	\$1,500	0%
Office Supplies	\$171	\$200	\$450	125%
Postage and Freight	\$182	\$200	\$200	0%
Printing and Copies	\$57	\$100	\$100	0%
Food and Beverages	\$109	\$100	\$500	400%
Copier Services & Lease	\$341	\$325	\$325	0%
<b>Total City Manager:</b>	<b>\$6,927</b>	<b>\$5,775</b>	<b>\$7,425</b>	<b>28.6%</b>
<b>Total General and Admin Expense:</b>	<b>\$6,927</b>	<b>\$5,775</b>	<b>\$7,425</b>	<b>28.6%</b>
<b>Other Personnel Expenses</b>				
<b>City Manager</b>				
Education and Training	\$252	\$5,500	\$5,500	0%
Travel/Per Diem/Car Allowance		\$3,500	\$3,500	0%
<b>Total City Manager:</b>	<b>\$252</b>	<b>\$9,000</b>	<b>\$9,000</b>	<b>0%</b>
<b>Total Other Personnel Expenses:</b>	<b>\$252</b>	<b>\$9,000</b>	<b>\$9,000</b>	<b>0%</b>
<b>Contractual and Other Services</b>				
<b>City Manager</b>				
Operational Contracts	\$25			0%
Security	\$249	\$325	\$325	0%
Janitorial	\$50	\$100	\$100	0%
<b>Total City Manager:</b>	<b>\$324</b>	<b>\$425</b>	<b>\$425</b>	<b>0%</b>



Name	FY2021 Actual	FY2022 Budgeted	FY2023 Budgeted	FY2022 Budgeted vs. FY2023 Budgeted (% Change)
Total Contractual and Other Services:	\$324	\$425	\$425	0%
Total Expense Objects:	\$41,775	\$71,889	\$79,392	10.4%



## Admin Services (Dept. 13)

### Administrative Services (Department 13)

This budget is stable compared to prior years with a 4% decrease.

The Department is led by an Administrative Services Manager who also serves as a Deputy City Clerk.

Responsibilities include:

- Management of the Human Resources function;

- Administration of the City's risk management program including self-insurance for liability and property;

- Administration of the City's Information Technology contracts;

- Supporting the elected City Clerk and clerking the City Council and Planning Commission meetings as needed;

- Maintaining the City website; and

- Responding to Public Records Act requests.

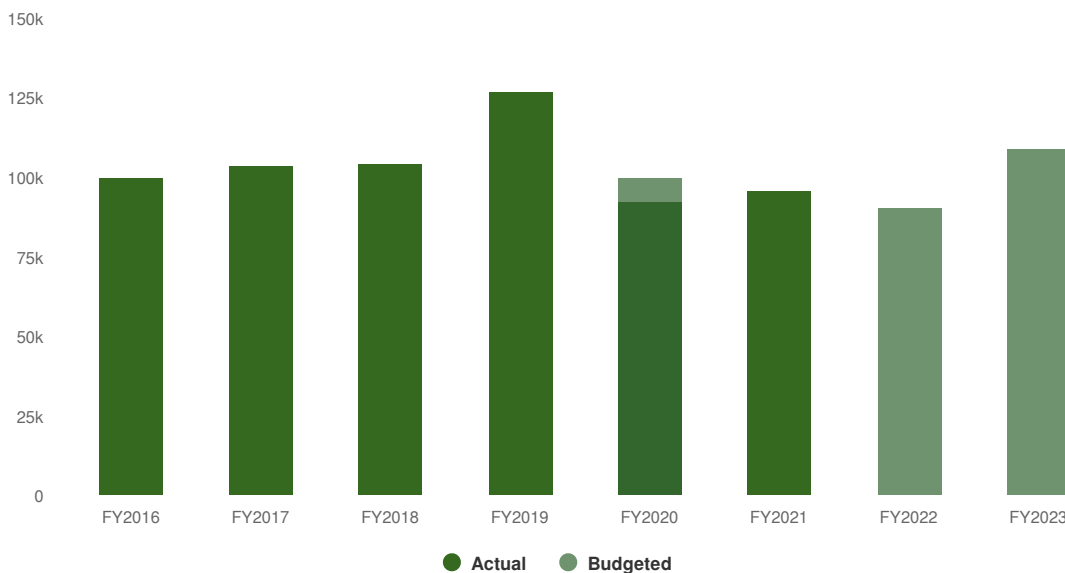
The stipend for the elected City Clerk is included in the department budget, but the elected City Clerk as asked that it not be distributed to her. In election years, the cost of conducting the election is included in the department budget.

For FY 22, funds are proposed to be budgeted for the acquisition of "agenda management" software to improve the usability of electronic agendas and minutes, and to improve citizen access. A project for FY 22 is to implement the results of a classification and salary study that is being developed by the City Manager this year.

### Expenditures Summary

**\$109,155** **\$18,450**  
(20.34% vs. prior year)

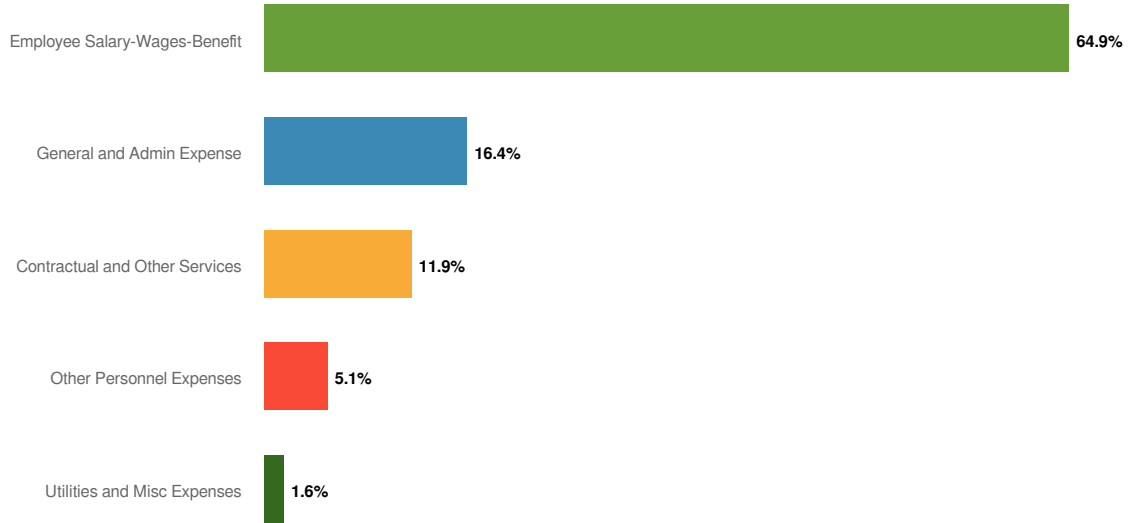
#### Admin Services (Dept. 13) Proposed and Historical Budget vs. Actual



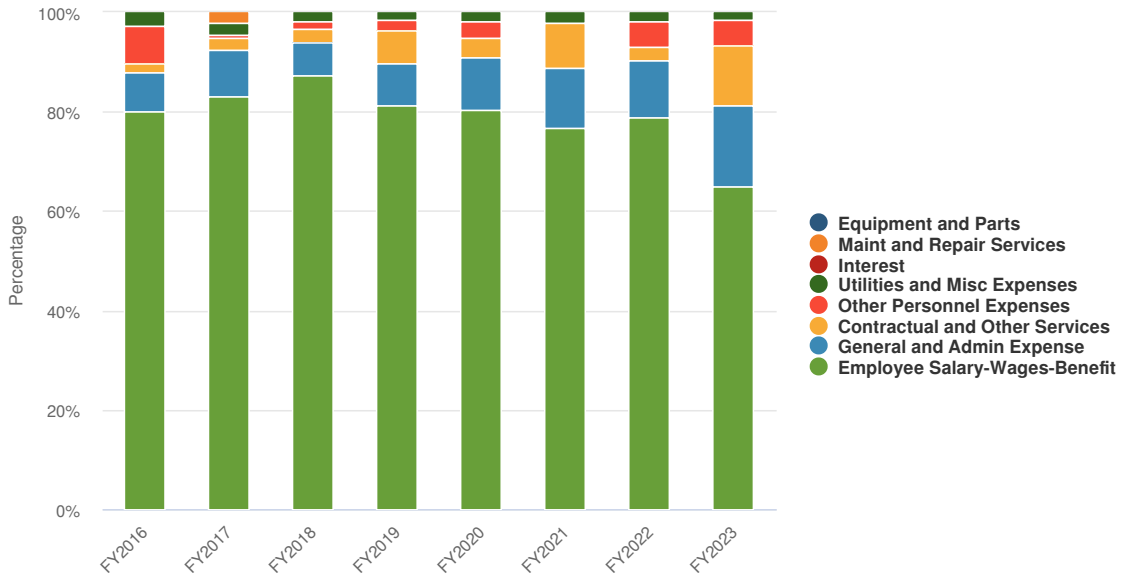


# Expenditures by Expense Type

## Budgeted Expenditures by Expense Type



## Budgeted and Historical Expenditures by Expense Type



Name	FY2021 Actual	FY2022 Budgeted	FY2023 Budgeted	FY2022 Budgeted vs. FY2023 Budgeted (% Change)
Expense Objects				
Utilities and Misc Expenses				



Name	FY2021 Actual	FY2022 Budgeted	FY2023 Budgeted	FY2022 Budgeted vs. FY2023 Budgeted (% Change)
<b>Admin Services</b>				
Telecomm	\$1,644	\$1,375	\$1,500	9.1%
Electricity	\$353	\$300	\$300	0%
<b>Total Admin Services:</b>	<b>\$1,997</b>	<b>\$1,675</b>	<b>\$1,800</b>	<b>7.5%</b>
<b>Total Utilities and Misc Expenses:</b>	<b>\$1,997</b>	<b>\$1,675</b>	<b>\$1,800</b>	<b>7.5%</b>
<b>Employee Salary-Wages-Benefit</b>				
<b>Admin Services</b>				
Salaries and Wages - FT	\$56,491	\$55,998	\$55,884	-0.2%
FICA	\$3,944	\$4,844	\$4,834	-0.2%
Worker's Comp	\$327	\$320	\$218	-31.9%
Health Insurance	\$9,883	\$8,613	\$8,192	-4.9%
457k Retirement Contribution	\$2,335	\$1,680	\$1,677	-0.2%
Elected Official Stipend	\$500			0%
<b>Total Admin Services:</b>	<b>\$73,480</b>	<b>\$71,455</b>	<b>\$70,805</b>	<b>-0.9%</b>
<b>Total Employee Salary-Wages-Benefit:</b>	<b>\$73,480</b>	<b>\$71,455</b>	<b>\$70,805</b>	<b>-0.9%</b>
<b>General and Admin Expense</b>				
<b>Admin Services</b>				
Insurance - Liab/Bond/Auto/Prop	\$2,698	\$1,500	\$1,500	0%
Dues and Subscriptions	\$600	\$800	\$800	0%
Computer Software Service	\$1,545	\$1,000	\$8,500	750%
Computer Hardware Service	\$237	\$1,200	\$1,200	0%
Office Supplies	\$931	\$1,000	\$750	-25%
Postage and Freight	\$190	\$200	\$200	0%
Printing and Copies	\$3	\$100	\$100	0%
Food and Beverages	\$139	\$200	\$500	150%
Copier Services & Lease	\$341	\$400	\$400	0%
Bank Charges/PR Processing	\$4,926	\$4,000	\$4,000	0%
<b>Total Admin Services:</b>	<b>\$11,610</b>	<b>\$10,400</b>	<b>\$17,950</b>	<b>72.6%</b>
<b>Total General and Admin Expense:</b>	<b>\$11,610</b>	<b>\$10,400</b>	<b>\$17,950</b>	<b>72.6%</b>
<b>Other Personnel Expenses</b>				
<b>Admin Services</b>				
Phys., Drug & Psych Testing		\$100	\$100	0%
Education and Training		\$3,500	\$4,500	28.6%
Travel/Per Diem/Car Allowance	\$77	\$1,000	\$1,000	0%
<b>Total Admin Services:</b>	<b>\$77</b>	<b>\$4,600</b>	<b>\$5,600</b>	<b>21.7%</b>
<b>Total Other Personnel Expenses:</b>	<b>\$77</b>	<b>\$4,600</b>	<b>\$5,600</b>	<b>21.7%</b>
<b>Contractual and Other Services</b>				
<b>Admin Services</b>				
Operational Contracts	\$2,025			0%



Name	FY2021 Actual	FY2022 Budgeted	FY2023 Budgeted	FY2022 Budgeted vs. FY2023 Budgeted (% Change)
Security	\$249	\$375	\$375	0%
Web maintenance	\$2,158	\$2,000	\$2,500	25%
Janitorial	\$50	\$200	\$125	-37.5%
Election Expense	\$4,148		\$10,000	N/A
<b>Total Admin Services:</b>	<b>\$8,631</b>	<b>\$2,575</b>	<b>\$13,000</b>	<b>404.9%</b>
<b>Total Contractual and Other Services:</b>	<b>\$8,631</b>	<b>\$2,575</b>	<b>\$13,000</b>	<b>404.9%</b>
<b>Total Expense Objects:</b>	<b>\$95,794</b>	<b>\$90,705</b>	<b>\$109,155</b>	<b>20.3%</b>



## City Treasurer (Dept. 14)

### City Treasurer (Department 14)

The expenses of the treasury management function are allocated to the “City Treasurer” department. This is an elected position.

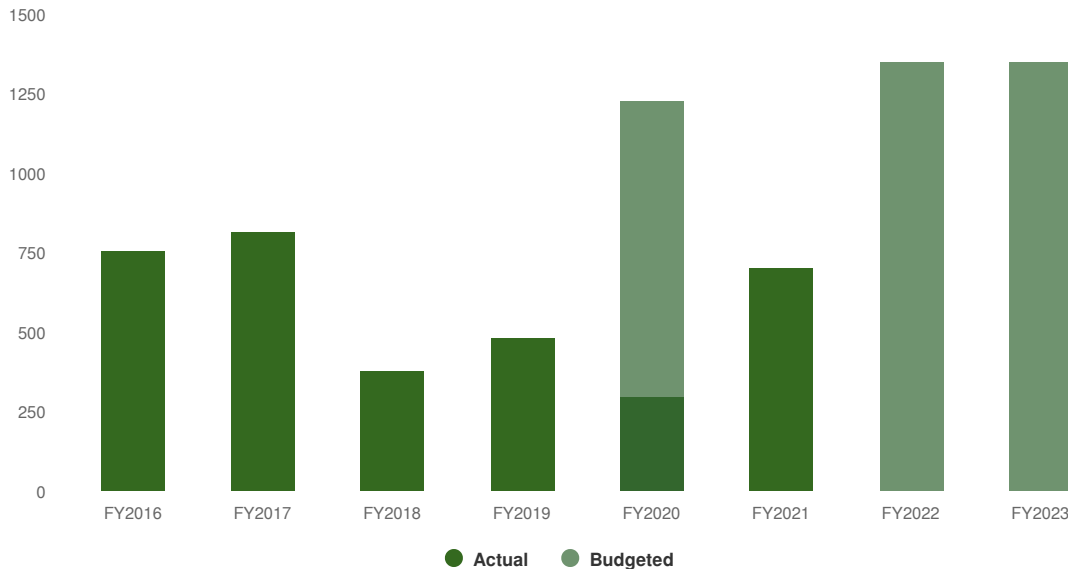
The City Council has adopted an Investment Policy that includes review and recommendations of an Investment Advisory Committee comprised of the elected City Treasurer, the Mayor, and the City Manager. It is proposed that this Committee's function be changed and be called the :Budget and Finance Committee. Its role will include review of significant expenditures and budget over site.

The budget provides for a share of allocated general expenses and a modest training budget for the City Treasurer. The budget has increases 17% because this year the City is paying the Treasurer Stipend.

### Expenditures Summary

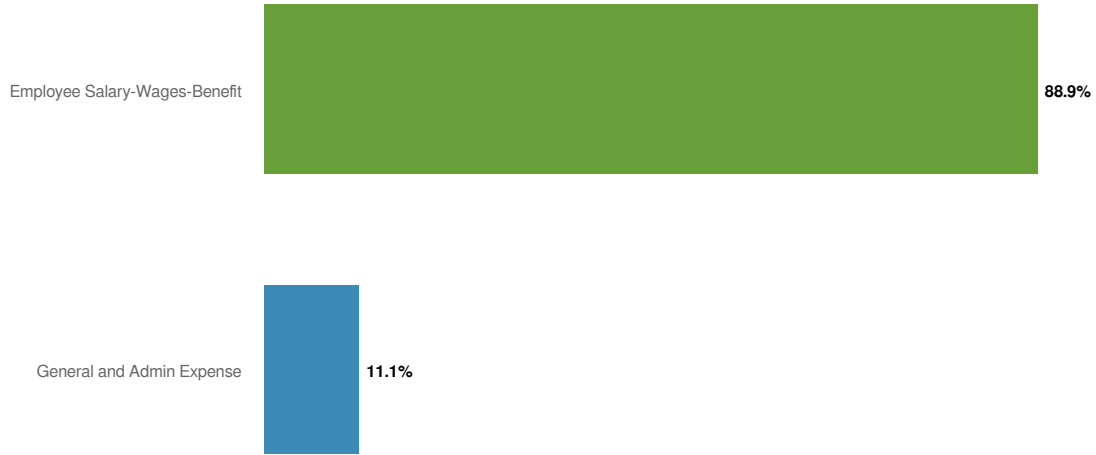
**\$1,350** **\$0**  
(0.00% vs. prior year)

#### City Treasurer (Dept. 14) Proposed and Historical Budget vs. Actual

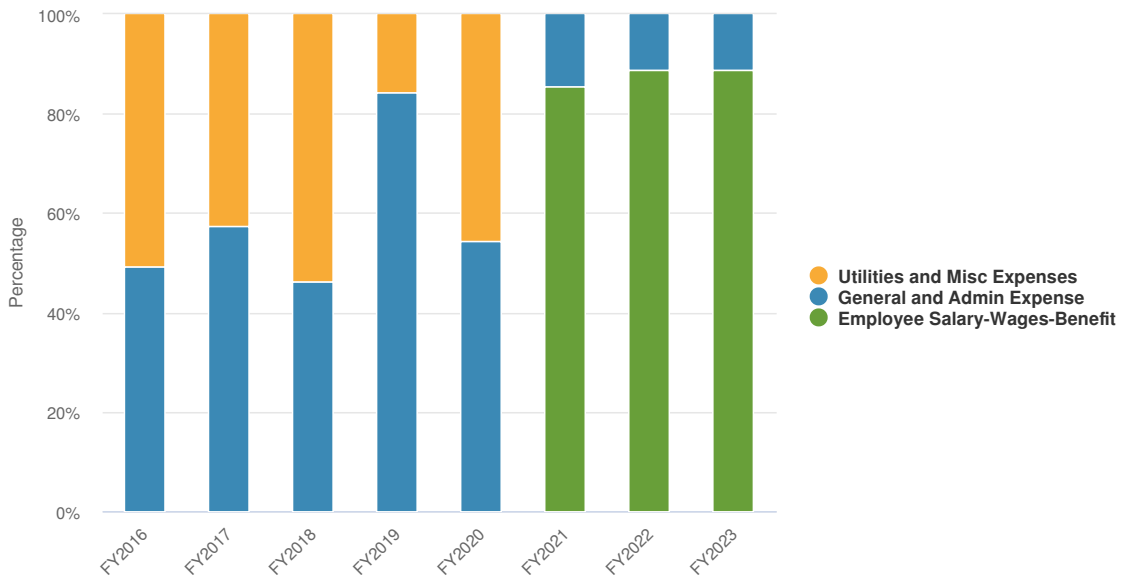


## Expenditures by Expense Type

### Budgeted Expenditures by Expense Type



### Budgeted and Historical Expenditures by Expense Type



Name	FY2021 Actual	FY2022 Budgeted	FY2023 Budgeted	FY2022 Budgeted vs. FY2023 Budgeted (% Change)
Expense Objects				
Employee Salary-Wages-Benefit				



Name	FY2021 Actual	FY2022 Budgeted	FY2023 Budgeted	FY2022 Budgeted vs. FY2023 Budgeted (% Change)
<b>City Treasurer</b>				
Elected Official Stipend	\$600	\$1,200	\$1,200	0%
<b>Total City Treasurer:</b>	<b>\$600</b>	<b>\$1,200</b>	<b>\$1,200</b>	<b>0%</b>
<b>Total Employee Salary-Wages-Benefit:</b>	<b>\$600</b>	<b>\$1,200</b>	<b>\$1,200</b>	<b>0%</b>
<b>General and Admin Expense</b>				
<b>City Treasurer</b>				
Office Supplies	\$103	\$150	\$150	0%
<b>Total City Treasurer:</b>	<b>\$103</b>	<b>\$150</b>	<b>\$150</b>	<b>0%</b>
<b>Total General and Admin Expense:</b>	<b>\$103</b>	<b>\$150</b>	<b>\$150</b>	<b>0%</b>
<b>Total Expense Objects:</b>	<b>\$703</b>	<b>\$1,350</b>	<b>\$1,350</b>	<b>0%</b>



## Finance (Dept. 15)

### Finance Department (Department 15)

This budget increased 23.5% because of the addition of the Office Assistant position assigned to accounts payable. The budget of the Finance Department includes the cost of the City Accountant and the annual financial audit. In addition, staff time of various city staff is allocated to the Finance Department. The Finance Department processes revenue, payroll and accounts payable.

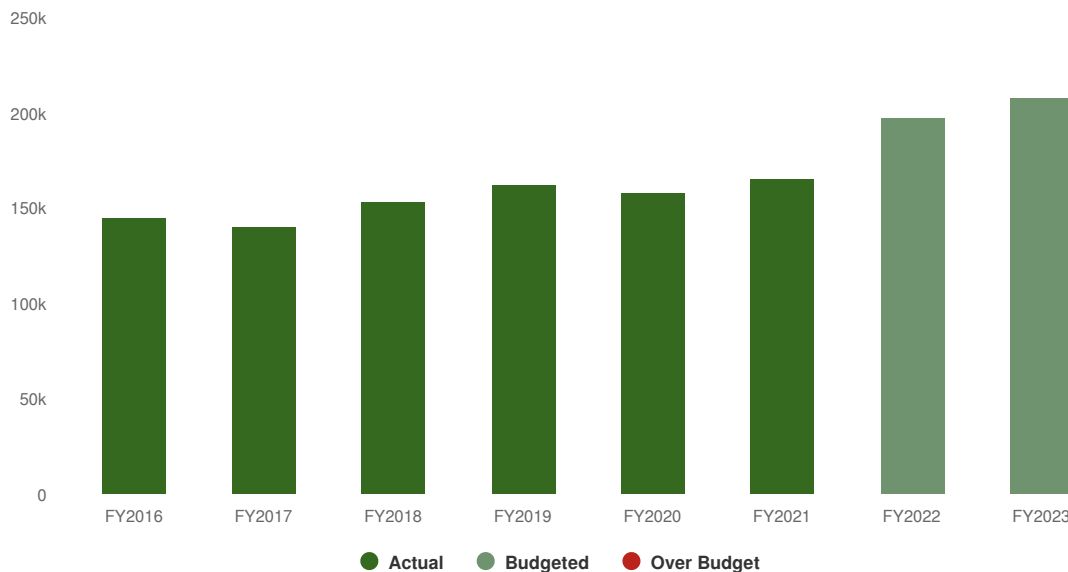
This is the second year the City has used its new budget software “Clear Gov.” The City's Accountant has spent hundreds of hours transferring the data to provide the accurate history for the new budget.

This coming year it is hoped that the new municipal finance system is selected to replace “QuickBooks” which is better suited for private sector business accounting. The goal is to improve financial reporting and integrate into the new budget for complete transparency. If a new system is acquired there will be initial purchase costs, the potential for on-going maintenance costs, and the need for staff training and orientation.

### Expenditures Summary

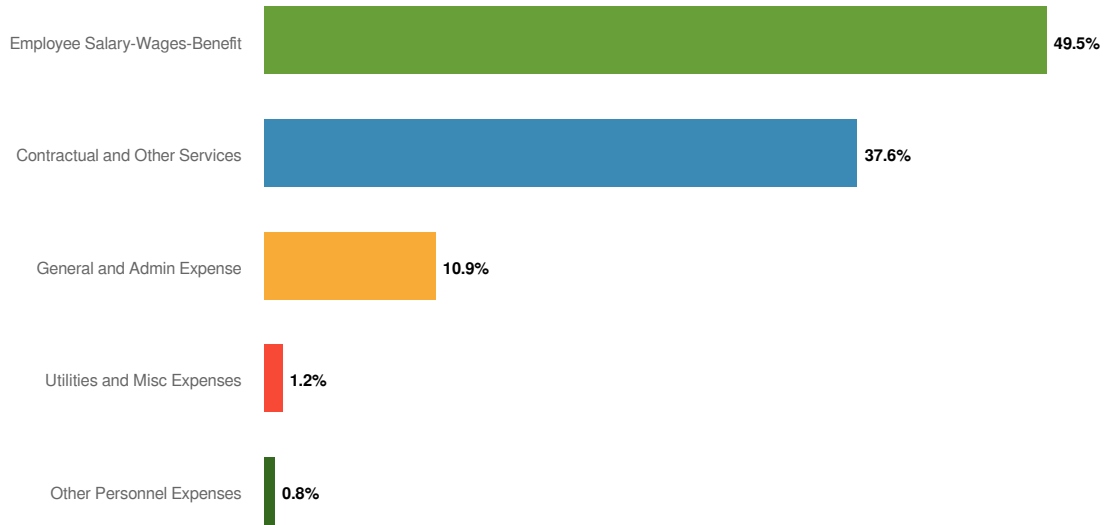
**\$207,625** **\$10,504**  
(5.33% vs. prior year)

#### Finance (Dept. 15) Proposed and Historical Budget vs. Actual

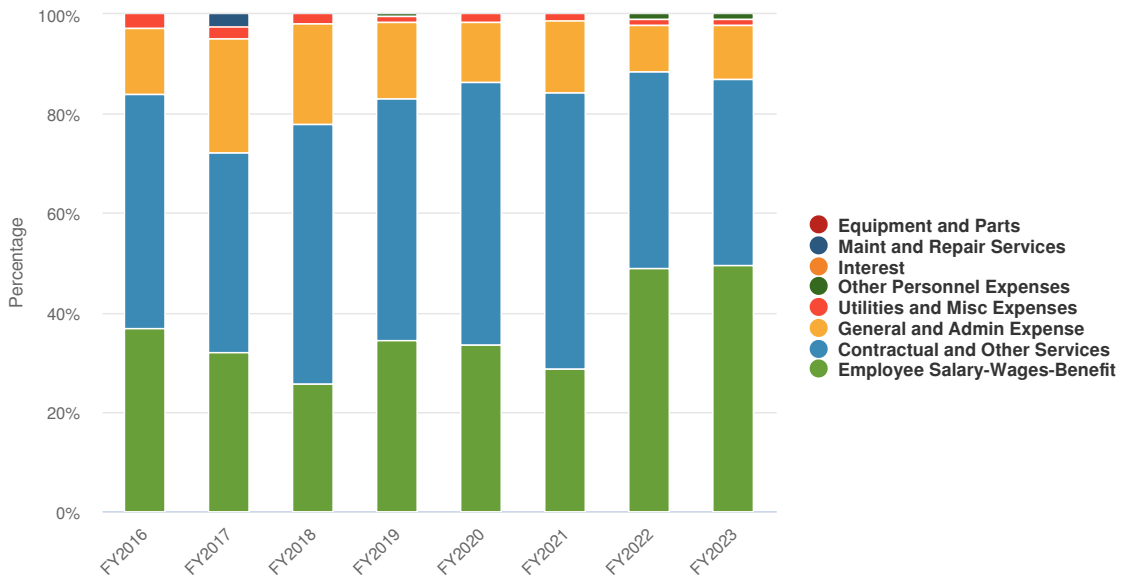


## Expenditures by Expense Type

### Budgeted Expenditures by Expense Type



### Budgeted and Historical Expenditures by Expense Type



Name	FY2021 Actual	FY2022 Budgeted	FY2023 Budgeted	FY2022 Budgeted vs. FY2023 Budgeted (% Change)
Expense Objects				
Utilities and Misc Expenses				





Name	FY2021 Actual	FY2022 Budgeted	FY2023 Budgeted	FY2022 Budgeted vs. FY2023 Budgeted (% Change)
<b>Finance</b>				
Telecomm	\$1,644	\$1,400	\$1,400	0%
Electricity	\$500	\$1,100	\$1,100	0%
<b>Total Finance:</b>	<b>\$2,144</b>	<b>\$2,500</b>	<b>\$2,500</b>	<b>0%</b>
<b>Total Utilities and Misc Expenses:</b>	<b>\$2,144</b>	<b>\$2,500</b>	<b>\$2,500</b>	<b>0%</b>
<b>Employee Salary-Wages-Benefit</b>				
<b>Finance</b>				
Salaries and Wages - FT	\$38,377	\$73,882	\$79,086	7%
FICA	\$2,787	\$6,391	\$6,841	7%
Worker's Comp	\$359	\$605	\$513	-15.2%
Health Insurance	\$5,336	\$13,177	\$13,962	6%
457k Retirement Contribution	\$538	\$2,216	\$2,373	7.1%
<b>Total Finance:</b>	<b>\$47,398</b>	<b>\$96,271</b>	<b>\$102,775</b>	<b>6.8%</b>
<b>Total Employee Salary-Wages-Benefit:</b>	<b>\$47,398</b>	<b>\$96,271</b>	<b>\$102,775</b>	<b>6.8%</b>
<b>General and Admin Expense</b>				
<b>Finance</b>				
Insurance - Liab/Bond/Auto/Prop	\$3,918	\$2,500	\$2,500	0%
Dues and Subscriptions	\$124	\$250	\$250	0%
Computer Software Service	\$1,836	\$2,000	\$5,500	175%
Computer Hardware Service	\$677	\$1,000	\$1,500	50%
Office Supplies	\$1,024	\$500	\$1,000	100%
Postage and Freight	\$1,192	\$1,500	\$1,000	-33.3%
Printing and Copies	\$2,443	\$3,000	\$3,000	0%
Food and Beverages	\$150	\$200	\$200	0%
Copier Services & Lease	\$681	\$750	\$750	0%
Bank Charges/PR Processing	\$11,838	\$7,000	\$7,000	0%
<b>Total Finance:</b>	<b>\$23,882</b>	<b>\$18,700</b>	<b>\$22,700</b>	<b>21.4%</b>
<b>Total General and Admin Expense:</b>	<b>\$23,882</b>	<b>\$18,700</b>	<b>\$22,700</b>	<b>21.4%</b>
<b>Other Personnel Expenses</b>				
<b>Finance</b>				
Education and Training		\$1,000	\$1,000	0%
Travel/Per Diem/Car Allowance		\$600	\$600	0%
<b>Total Finance:</b>		<b>\$1,600</b>	<b>\$1,600</b>	<b>0%</b>
<b>Total Other Personnel Expenses:</b>		<b>\$1,600</b>	<b>\$1,600</b>	<b>0%</b>
<b>Contractual and Other Services</b>				
<b>Finance</b>				
Operational Contracts	\$25			0%
Accounting	\$53,469	\$50,000	\$50,000	0%
Audit	\$26,000	\$27,500	\$27,500	0%



Name	FY2021 Actual	FY2022 Budgeted	FY2023 Budgeted	FY2022 Budgeted vs. FY2023 Budgeted (% Change)
Security	\$249	\$350	\$350	0%
Web maintenance	\$658			0%
Janitorial	\$24	\$200	\$200	0%
SBCO Mgmt Fees	\$11,259			0%
<b>Total Finance:</b>	<b>\$91,684</b>	<b>\$78,050</b>	<b>\$78,050</b>	<b>0%</b>
<b>Total Contractual and Other Services:</b>	<b>\$91,684</b>	<b>\$78,050</b>	<b>\$78,050</b>	<b>0%</b>
<b>Total Expense Objects:</b>	<b>\$165,108</b>	<b>\$197,121</b>	<b>\$207,625</b>	<b>5.3%</b>



## City Library (Dept. 16)

### Library update FY 22-23

As promised the San Juan Bautista City Library expanded beyond its physical boundaries in FYE 2020 with the addition of Hoopla digital services adding the availability of over 740,000 digital materials at no cost to our patrons. This cost effective means of adding to our circulation provides instant access to a variety of digital formats. The initial cost was \$1,000 which is then deducted from each time a patron borrows an item. The balance only needs to be replenished as it gets closer to being a zero balance.

Our physical collection for adults expanded with the donation of over 300 books and materials from One Earth, One People, Peace Vision and is focused on Native American Peoples. This non-circulating collection was provided by their founders Laynee Reyna and Chief Sonne Reyna. We were honored to receive their complete collection and feel quite fortunate that it can remain complete here in San Juan Bautista where they held the Annual California Indian Market and World Cultures Festival for 35 years before retiring in 2019. They also each donated a giclée of their paintings Spirit Walker and Patchwork Pony and a piece, "Aztec Offering", given to the Reynas by the Xipe Totec Aztec Dance Group. A collection of Indian Record, Inc. LPs were also included with the donation.

A yearly prepaid monthly subscription from Junior Library Guild brought in 36 new Spanish titles for children ages 0 – 18 years of age. Their service allows us to receive a variety of excellent titles with the ability to hand select titles before the shipment is processed. It helps to narrow our focus and make better selections from the vast assortment of titles published each year. We chose to have the selection focused on Spanish language titles and can trade them for other languages from their catalog if they have chosen a title we already have or are not interested in receiving.

We continued to build our relationships with outside organizations within and beyond our City limits. We are an active member in three PLP/MOBAC committees (Admin Council, ILL and SPLAMBA). Local organizations contributed to our yearly Halloween event in Luck Park. We also assisted San Juan Rotary with their yearly Ghost Walk during the Halloween season and the Holiday Lights parade in December.

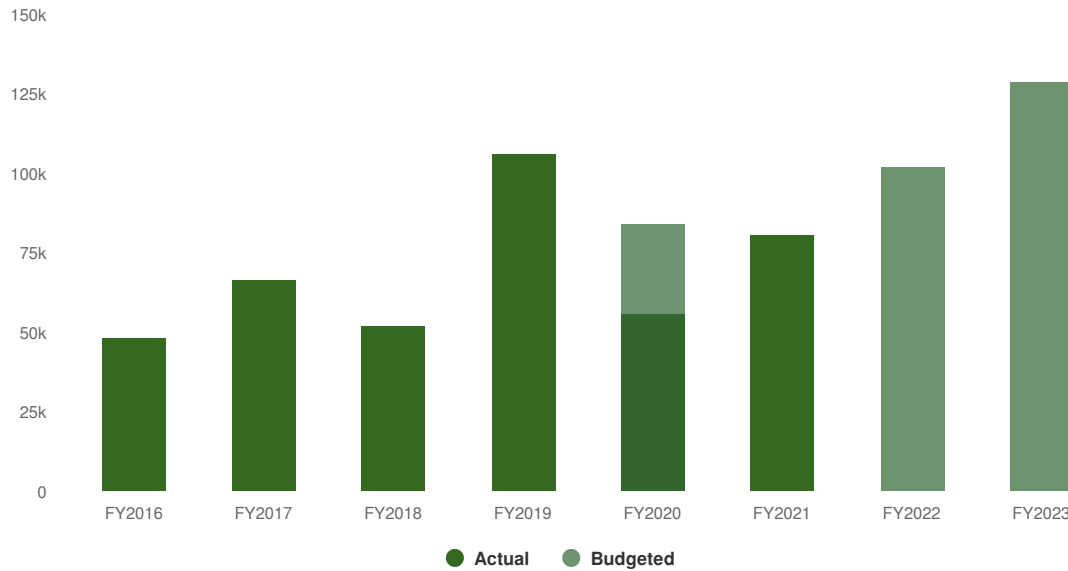
Looking forward while navigating through the COVID-19 pandemic continues to be challenging. Our top priorities for the coming year are to provide a better online experience, re-establish a summer program, develop a stronger partnership with ASJUSD, local and regional organizations, and our local community.

## Expenditures Summary

**\$128,752** **\$26,679**  
(26.14% vs. prior year)



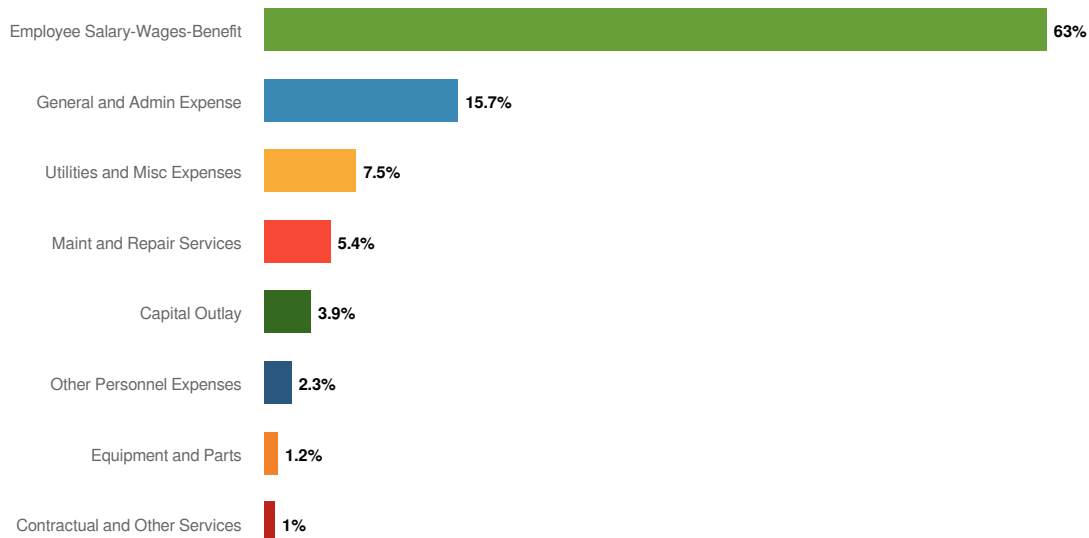
## City Library (Dept. 16) Proposed and Historical Budget vs. Actual



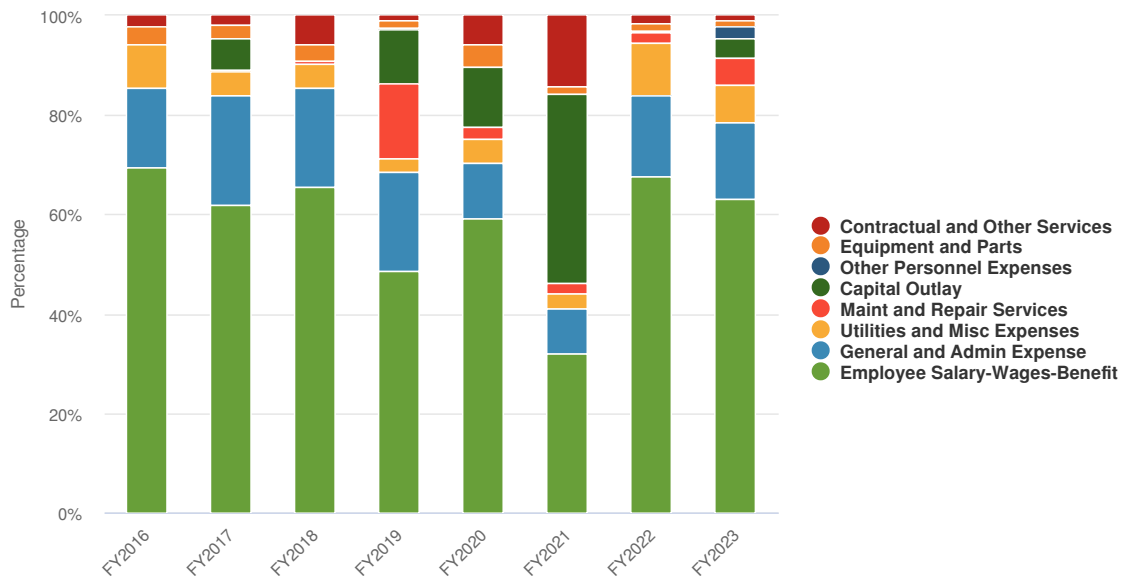
The Library has been severely impacted by COVID 19, but is able to re-open at 25%. One part-time position was eliminated in April and not replaced in this budget. The impact can be seen in this budget as costs are estimated to decrease 50%.. The Library is open for appointments and students have been using it for wi-fi access to their distance learning classes. Assuming the budget remains stable, we will look at restoring the part-time staff position and limited hours at Mid-year.

## Expenditures by Expense Type

### Budgeted Expenditures by Expense Type



## Budgeted and Historical Expenditures by Expense Type



Name	FY2021 Actual	FY2022 Budgeted	FY2023 Budgeted	FY2022 Budgeted vs. FY2023 Budgeted (% Change)
<b>Expense Objects</b>				
<b>Utilities and Misc Expenses</b>				
<b>City Library</b>				
Telecomm	\$466	\$500	\$500	0%
Electricity	\$2,050	\$2,700	\$2,700	0%
Water		\$7,500	\$6,500	-13.3%
<b>Total City Library:</b>	<b>\$2,515</b>	<b>\$10,700</b>	<b>\$9,700</b>	<b>-9.3%</b>
<b>Total Utilities and Misc Expenses:</b>	<b>\$2,515</b>	<b>\$10,700</b>	<b>\$9,700</b>	<b>-9.3%</b>
<b>Employee Salary-Wages-Benefit</b>				
<b>City Library</b>				
Salaries and Wages - FT	\$22,649	\$63,404	\$74,332	17.2%
FICA	\$1,620	\$5,484	\$6,430	17.3%
Worker's Comp	\$1,296	\$285	\$290	1.8%
Unemployment	\$296			0%
Health Insurance	\$52			0%
<b>Total City Library:</b>	<b>\$25,913</b>	<b>\$69,173</b>	<b>\$81,052</b>	<b>17.2%</b>
<b>Total Employee Salary-Wages-Benefit:</b>	<b>\$25,913</b>	<b>\$69,173</b>	<b>\$81,052</b>	<b>17.2%</b>
<b>General and Admin Expense</b>				
<b>City Library</b>				
Insurance - Liab/Bond/Auto/Prop		\$500	\$500	0%
Dues and Subscriptions	\$750	\$1,500	\$1,500	0%
Computer Software Service	\$3,801	\$4,000	\$5,000	25%



Name	FY2021 Actual	FY2022 Budgeted	FY2023 Budgeted	FY2022 Budgeted vs. FY2023 Budgeted (% Change)
Computer Hardware Service	\$584	\$4,000	\$2,000	-50%
Advertising		\$250	\$1,250	400%
Office Supplies	\$1,024	\$750	\$1,750	133.3%
Postage and Freight			\$500	N/A
Printing and Copies		\$1,000	\$1,000	0%
Food and Beverages	\$368	\$500	\$500	0%
Copier Services & Lease	\$681	\$750	\$750	0%
Summer Program	\$150	\$3,500	\$5,500	57.1%
<b>Total City Library:</b>	<b>\$7,359</b>	<b>\$16,750</b>	<b>\$20,250</b>	<b>20.9%</b>
<b>Total General and Admin Expense:</b>	<b>\$7,359</b>	<b>\$16,750</b>	<b>\$20,250</b>	<b>20.9%</b>
<b>Other Personnel Expenses</b>				
<b>City Library</b>				
Education & Training		\$500	\$2,500	400%
Travel/Per Diem/Car Allowance			\$500	N/A
<b>Total City Library:</b>		<b>\$500</b>	<b>\$3,000</b>	<b>500%</b>
<b>Total Other Personnel Expenses:</b>		<b>\$500</b>	<b>\$3,000</b>	<b>500%</b>
<b>Equipment and Parts</b>				
<b>City Library</b>				
Books and Periodicals	\$1,262	\$1,500	\$1,500	0%
<b>Total City Library:</b>	<b>\$1,262</b>	<b>\$1,500</b>	<b>\$1,500</b>	<b>0%</b>
<b>Total Equipment and Parts:</b>	<b>\$1,262</b>	<b>\$1,500</b>	<b>\$1,500</b>	<b>0%</b>
<b>Contractual and Other Services</b>				
<b>City Library</b>				
Security	\$767	\$1,200	\$1,000	-16.7%
Janitorial	\$24	\$250	\$250	0%
Water	\$7,818			N/A
Water	\$2,851			N/A
<b>Total City Library:</b>	<b>\$11,460</b>	<b>\$1,450</b>	<b>\$1,250</b>	<b>-13.8%</b>
<b>Total Contractual and Other Services:</b>	<b>\$11,460</b>	<b>\$1,450</b>	<b>\$1,250</b>	<b>-13.8%</b>
<b>Maint and Repair Services</b>				
<b>City Library</b>				
Bldg Maint. - Inside	\$399	\$500	\$2,500	400%
Building Maint. Outside	\$1,144	\$1,000	\$3,000	200%
Grounds Maint. - Outside	\$10	\$500	\$1,500	200%
<b>Total City Library:</b>	<b>\$1,553</b>	<b>\$2,000</b>	<b>\$7,000</b>	<b>250%</b>
<b>Total Maint and Repair Services:</b>	<b>\$1,553</b>	<b>\$2,000</b>	<b>\$7,000</b>	<b>250%</b>
<b>Capital Outlay</b>				
<b>City Library</b>				



Name	FY2021 Actual	FY2022 Budgeted	FY2023 Budgeted	FY2022 Budgeted vs. FY2023 Budgeted (% Change)
Capital Purchases/Improvements	\$30,789		\$5,000	N/A
<b>Total City Library:</b>	<b>\$30,789</b>		<b>\$5,000</b>	<b>N/A</b>
<b>Total Capital Outlay:</b>	<b>\$30,789</b>		<b>\$5,000</b>	<b>N/A</b>
<b>Total Expense Objects:</b>	<b>\$80,852</b>	<b>\$102,073</b>	<b>\$128,752</b>	<b>26.1%</b>



## Fire and EMS (Dept. 20)

### Fire and Emergency Medical Services Department (20)

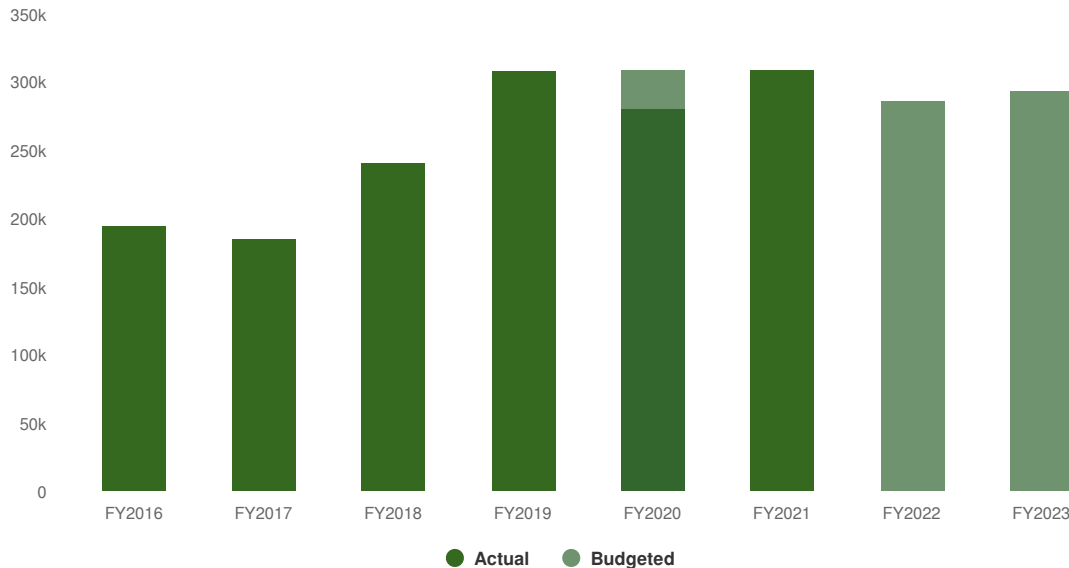
The Budget for FY 23 is based on the contract executed with the City of Hollister in 2019. The City pays a lump sum minus the utility costs for operating the Fire Station, which is leased to Hollister. Hollister pays for the first \$10,000 to repair apparatus, and the City pays for costs above that amount. The vehicle replacement fund reserves funding incrementally over several years for fire engine replacement.

This year the City is focused on emergency power for this essential facility, and improvements to the Apparatus Bay.

### Expenditures Summary

**\$293,365** **\$7,365**  
(2.58% vs. prior year)

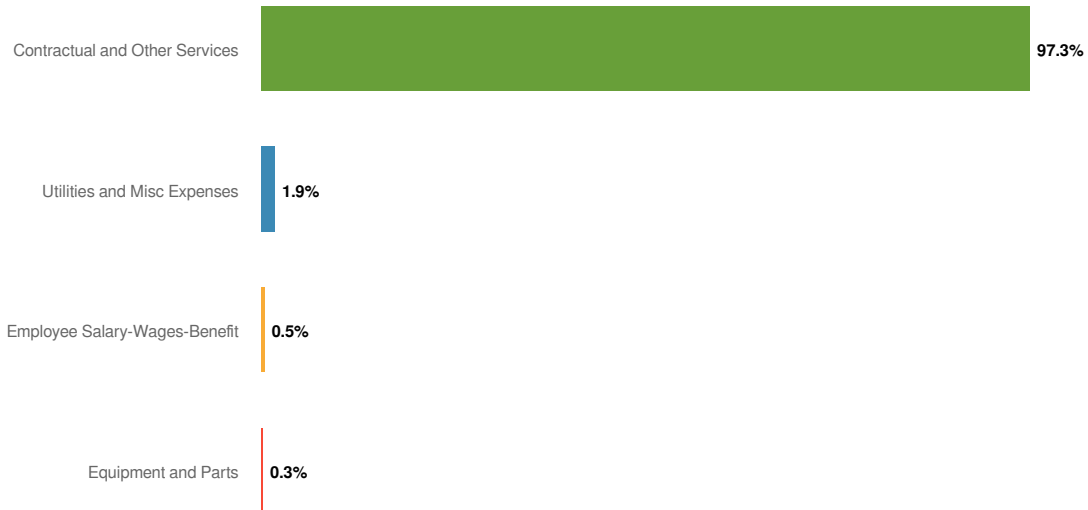
#### Fire and EMS (Dept. 20) Proposed and Historical Budget vs. Actual



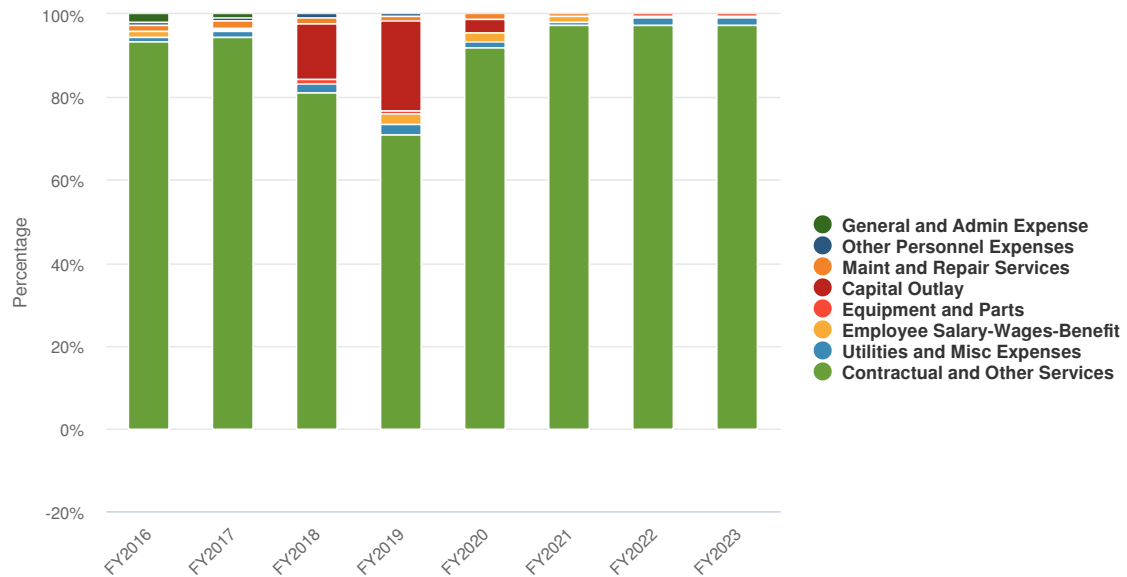


# Expenditures by Expense Type

## Budgeted Expenditures by Expense Type



## Budgeted and Historical Expenditures by Expense Type



Name	FY2021 Actual	FY2022 Budgeted	FY2023 Budgeted	FY2022 Budgeted vs. FY2023 Budgeted (% Change)
Expense Objects				
Utilities and Misc Expenses				



Name	FY2021 Actual	FY2022 Budgeted	FY2023 Budgeted	FY2022 Budgeted vs. FY2023 Budgeted (% Change)
<b>Public Safety</b>				
Telecomm	\$1,749	\$1,500	\$1,500	0%
Electricity		\$4,000	\$4,000	0%
<b>Total Public Safety:</b>	<b>\$1,749</b>	<b>\$5,500</b>	<b>\$5,500</b>	<b>0%</b>
<b>Total Utilities and Misc Expenses:</b>	<b>\$1,749</b>	<b>\$5,500</b>	<b>\$5,500</b>	<b>0%</b>
<b>Employee Salary-Wages-Benefit</b>				
<b>Public Safety</b>				
Salaries and Wages - FT	\$1,800			0%
FICA	\$138			0%
Worker's Comp	\$2,184	\$1,500	\$1,500	0%
<b>Total Public Safety:</b>	<b>\$4,122</b>	<b>\$1,500</b>	<b>\$1,500</b>	<b>0%</b>
<b>Total Employee Salary-Wages-Benefit:</b>	<b>\$4,122</b>	<b>\$1,500</b>	<b>\$1,500</b>	<b>0%</b>
<b>Equipment and Parts</b>				
<b>Public Safety</b>				
Parts - City Rep. Vehicles		\$1,000	\$1,000	0%
Parts - City Rep. Equipment	\$588			0%
<b>Total Public Safety:</b>	<b>\$588</b>	<b>\$1,000</b>	<b>\$1,000</b>	<b>0%</b>
<b>Total Equipment and Parts:</b>	<b>\$588</b>	<b>\$1,000</b>	<b>\$1,000</b>	<b>0%</b>
<b>Contractual and Other Services</b>				
<b>Public Safety</b>				
Operational Contracts	\$238,363	\$245,500	\$252,865	3%
County Communications	\$64,111	\$32,500	\$32,500	0%
<b>Total Public Safety:</b>	<b>\$302,474</b>	<b>\$278,000</b>	<b>\$285,365</b>	<b>2.6%</b>
<b>Total Contractual and Other Services:</b>	<b>\$302,474</b>	<b>\$278,000</b>	<b>\$285,365</b>	<b>2.6%</b>
<b>Maint and Repair Services</b>				
<b>Public Safety</b>				
Bldg Maint. - Inside	\$777			0%
<b>Total Public Safety:</b>	<b>\$777</b>			<b>0%</b>
<b>Total Maint and Repair Services:</b>	<b>\$777</b>			<b>0%</b>
<b>Total Expense Objects:</b>	<b>\$309,709</b>	<b>\$286,000</b>	<b>\$293,365</b>	<b>2.6%</b>



## Code Enforcement (Dept. 25)

### Code Enforcement (Department 25)

In October 2019, the City initiated a new Code Enforcement effort. Twenty hours a week will be dedicated to Code Enforcement, private property management, truck traffic, abandoned vehicles and chicken patrol. More than a dozen properties have been cleaned up in the past twelve months. More than 15 abandoned vehicles have either been moved or towed.

Ten hours a week are dedicated to re-establishing community policing, and acting as the liaison between the community, the Sheriff and private security. On one occasion, the public safety officer supported the investigation of vandalism in the City putting an end to the graffiti and damage caused at the new development in Rancho Vista. Time was spent with the school district to bring the case to a close. Lately work is being done to provide the Sheriff with an office at the Windmill. This will encourage the post office to resume its old hours, after a camera was placed by the front door.

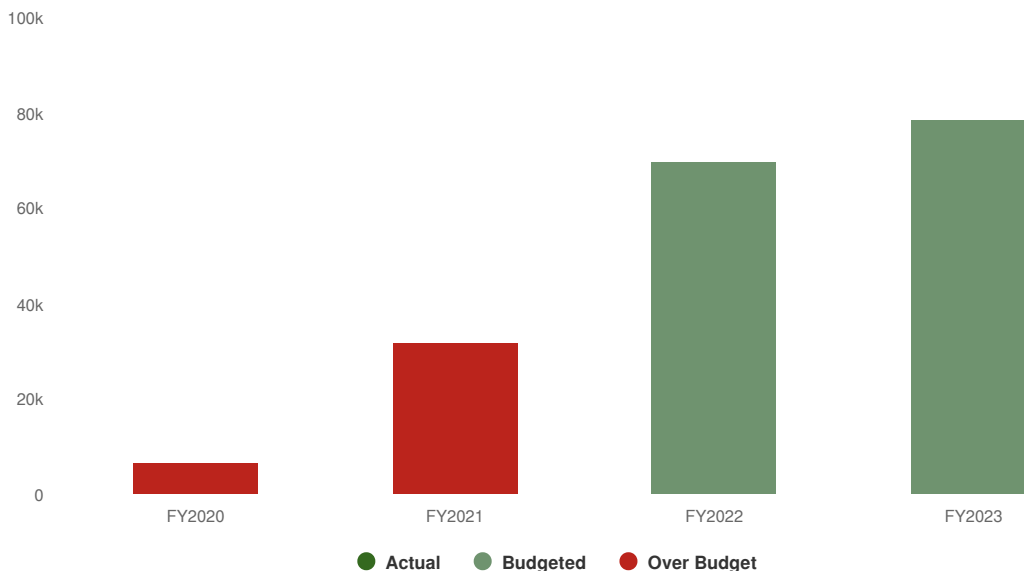
The Code Enforcement Officer reports to the Community Development Director, and 75% of this position is charged to this account, and 25% of it is charged to the Public Safety budget.

The ultimate goal is to have a Sheriff's deputy dedicated to the City 40 hours per week was realized this year. This will reestablish community policing in our town, and help re-establish neighborhood block groups.

### Expenditures Summary

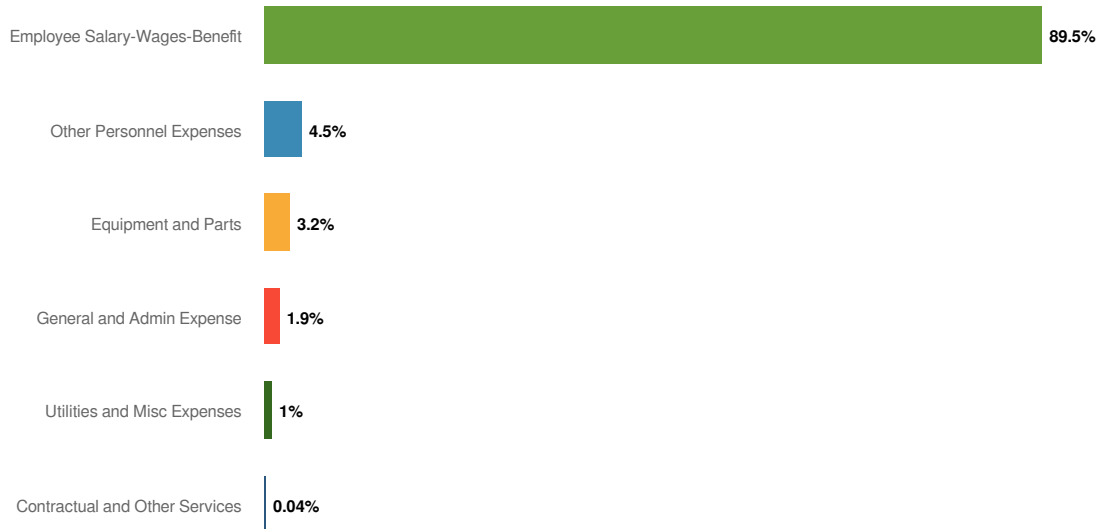
**\$78,557** **\$8,867**  
(12.72% vs. prior year)

#### Code Enforcement (Dept. 25) Proposed and Historical Budget vs. Actual

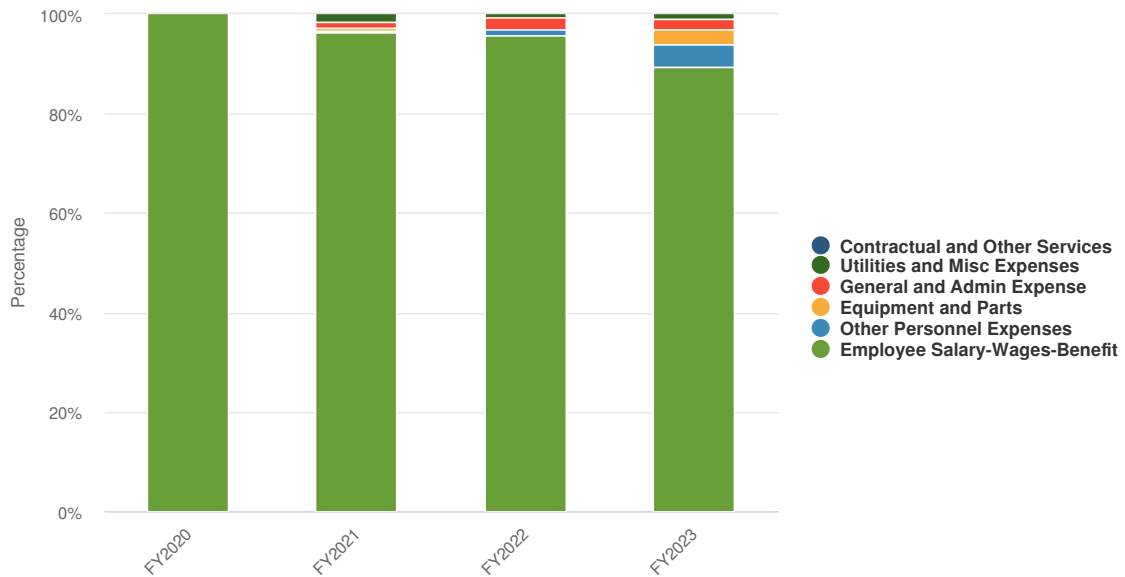


# Expenditures by Expense Type

## Budgeted Expenditures by Expense Type



## Budgeted and Historical Expenditures by Expense Type



Name	FY2021 Actual	FY2022 Budgeted	FY2023 Budgeted	FY2022 Budgeted vs. FY2023 Budgeted (% Change)
Expense Objects				
Employee Salary-Wages-Benefit				



Name	FY2021 Actual	FY2022 Budgeted	FY2023 Budgeted	FY2022 Budgeted vs. FY2023 Budgeted (% Change)
<b>Code Enforcement</b>				
Salaries and Wages - FT	\$30,627	\$60,021	\$63,622	6%
FICA		\$5,192	\$5,503	6%
Workers Comp.		\$1,477	\$1,152	-22%
<b>Total Code Enforcement:</b>	<b>\$30,627</b>	<b>\$66,690</b>	<b>\$70,277</b>	<b>5.4%</b>
<b>Total Employee Salary-Wages-Benefit:</b>	<b>\$30,627</b>	<b>\$66,690</b>	<b>\$70,277</b>	<b>5.4%</b>
<b>General and Admin Expense</b>				
<b>Code Enforcement</b>				
Computer Software		\$1,250	\$1,250	0%
Office Supplies	\$70	\$250	\$250	0%
Postage and Freight	\$193			0%
Printing and Copies	\$63			0%
Food and Beverages	\$30			N/A
<b>Total Code Enforcement:</b>	<b>\$356</b>	<b>\$1,500</b>	<b>\$1,500</b>	<b>0%</b>
<b>Total General and Admin Expense:</b>	<b>\$356</b>	<b>\$1,500</b>	<b>\$1,500</b>	<b>0%</b>
<b>Other Personnel Expenses</b>				
<b>Code Enforcement</b>				
Uniforms & Alterations	\$89	\$1,000	\$1,000	0%
Education and Training			\$2,000	N/A
Travel/Per Diem/Car Allowance			\$500	N/A
<b>Total Code Enforcement:</b>	<b>\$89</b>	<b>\$1,000</b>	<b>\$3,500</b>	<b>250%</b>
<b>Total Other Personnel Expenses:</b>	<b>\$89</b>	<b>\$1,000</b>	<b>\$3,500</b>	<b>250%</b>
<b>Equipment and Parts</b>				
<b>Code Enforcement</b>				
Gasoline & Diesel Fuel	\$197		\$1,500	N/A
Parts - City Rep. Vehicles			\$1,000	N/A
<b>Total Code Enforcement:</b>	<b>\$197</b>		<b>\$2,500</b>	<b>N/A</b>
<b>Total Equipment and Parts:</b>	<b>\$197</b>		<b>\$2,500</b>	<b>N/A</b>
<b>Contractual and Other Services</b>				
<b>Code Enforcement</b>				
Janitorial	\$37		\$30	N/A
<b>Total Code Enforcement:</b>	<b>\$37</b>		<b>\$30</b>	<b>N/A</b>
<b>Total Contractual and Other Services:</b>	<b>\$37</b>		<b>\$30</b>	<b>N/A</b>
<b>Utilities and Misc Expenses</b>				
<b>Code Enforcement</b>				
Telecomm	\$487	\$500	\$750	50%
<b>Total Code Enforcement:</b>	<b>\$487</b>	<b>\$500</b>	<b>\$750</b>	<b>50%</b>
<b>Total Utilities and Misc Expenses:</b>	<b>\$487</b>	<b>\$500</b>	<b>\$750</b>	<b>50%</b>



Name	FY2021 Actual	FY2022 Budgeted	FY2023 Budgeted	FY2022 Budgeted vs. FY2023 Budgeted (% Change)
Total Expense Objects:	\$31,792	\$69,690	\$78,557	12.7%



## Law Enforcement (Dept. 30)

### Law Enforcement Services (Department 30)

The Recommended Budget provides funding for two dedicated Sheriff's deputies to work on patrol in the city 80 hours a week. This work supplemented by a private security service at night. This department will receive additional support from the Code Enforcement Officer position. The goal is to return to a community-based public safety system. This is the best tool for San Juan Bautista to consider at this time, with limited funds. This effort will be initiated with ten dedicated hours per week, combined with twenty hours per week of code enforcement.

The contract with the Sheriff will provide 320 patrol hours per month at an annual cost of \$315,000, or double the hours and amount spent in FY 21/22..

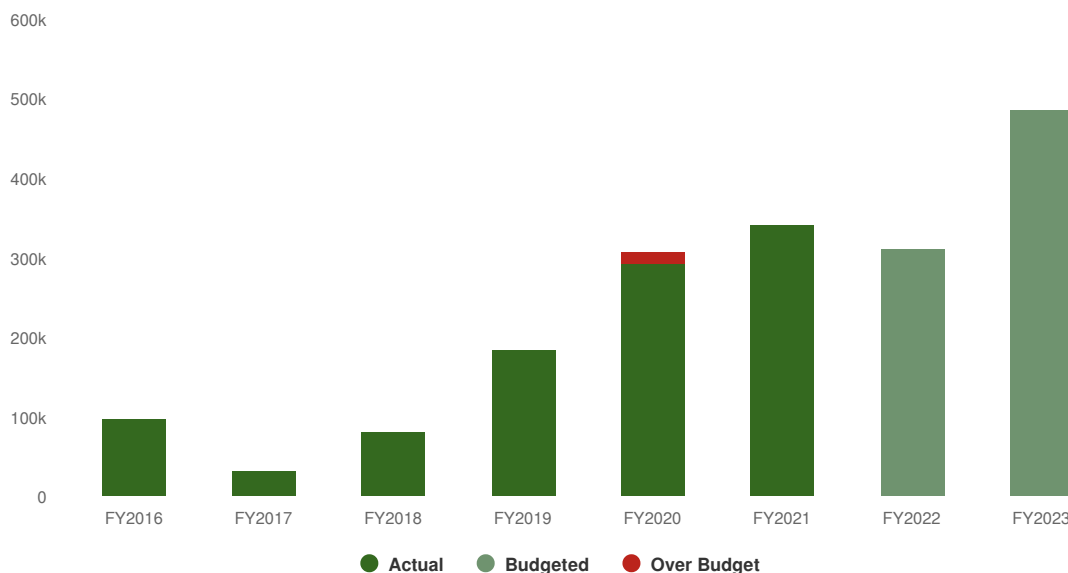
The contract for private security provides for a base level of coverage of nine hours per night (8 p.m. to 5 a.m.) each day of the week, with supplemental coverage during peak seasons of an additional six hours on Friday and Saturday nights. In May 2022, the City approved a new three-year contract providing a modest cost of living increase each July.

The City's Public safety Ad-Hoc Committee meets monthly to review services and safety needs in the City. They have recommended that the City invest in security cameras as the focus of the Public Safety Initiative funded by the CIP. The City is considering increasing this program from \$100,000 to \$200,000 using federal American Rescue Plan funds.

### Expenditures Summary

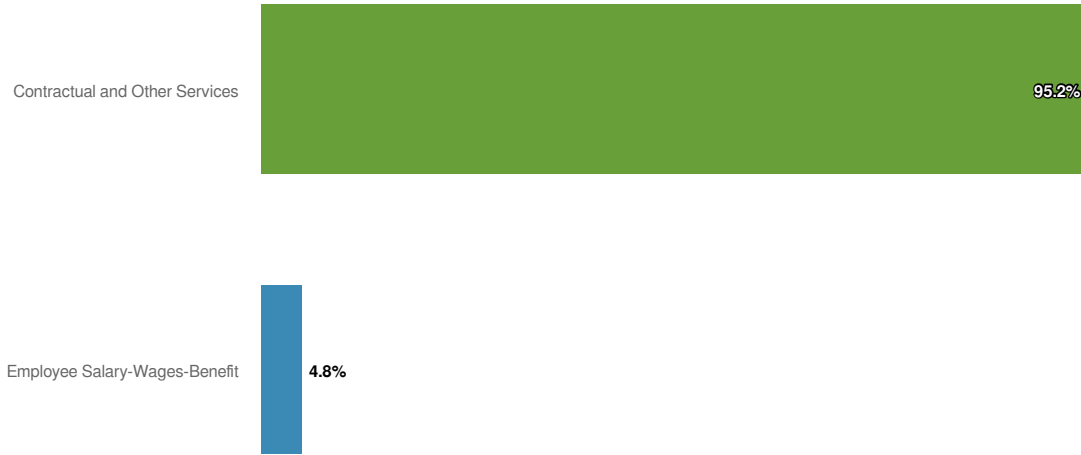
**\$487,675** **\$176,445**  
(56.69% vs. prior year)

#### Law Enforcement (Dept. 30) Proposed and Historical Budget vs. Actual

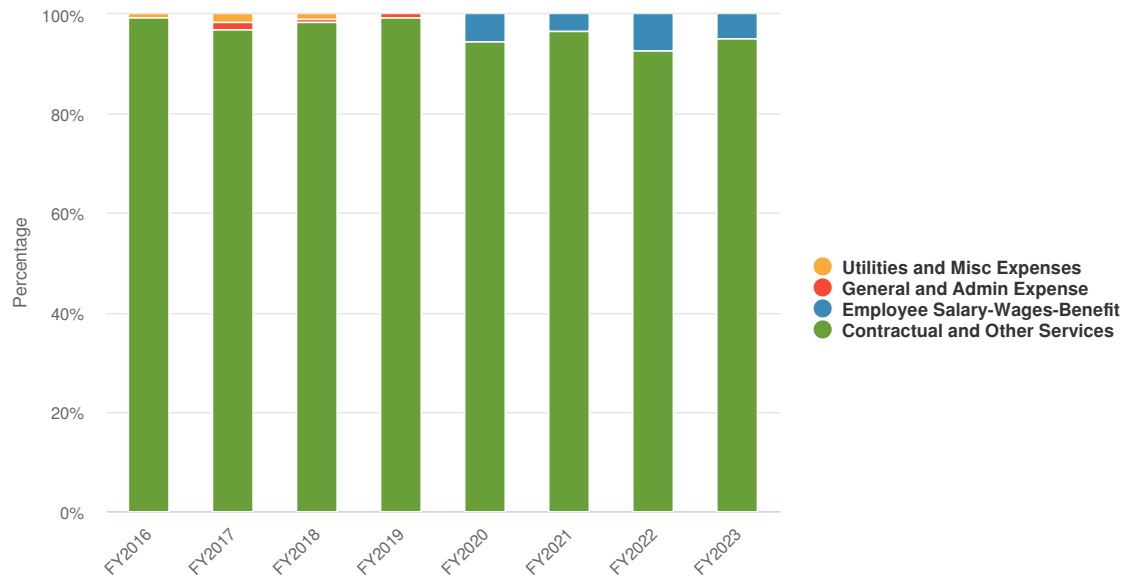


# Expenditures by Expense Type

## Budgeted Expenditures by Expense Type



## Budgeted and Historical Expenditures by Expense Type



Name	FY2021 Actual	FY2022 Budgeted	FY2023 Budgeted	FY2022 Budgeted vs. FY2023 Budgeted (% Change)
Expense Objects				
Employee Salary-Wages-Benefit				





Name	FY2021 Actual	FY2022 Budgeted	FY2023 Budgeted	FY2022 Budgeted vs. FY2023 Budgeted (% Change)
<b>Public Safety</b>				
Salaries and Wages - FT	\$10,376	\$20,007	\$21,207	6%
FICA	\$773	\$1,731	\$1,834	6%
Workers Comp.		\$492	\$384	-22%
<b>Total Public Safety:</b>	<b>\$11,149</b>	<b>\$22,230</b>	<b>\$23,425</b>	<b>5.4%</b>
<b>Total Employee Salary-Wages-Benefit:</b>	<b>\$11,149</b>	<b>\$22,230</b>	<b>\$23,425</b>	<b>5.4%</b>
<b>Contractual and Other Services</b>				
<b>Public Safety</b>				
Security Reimbursable		\$4,000	\$4,000	0%
SBC Sherriff	\$152,310	\$150,000	\$315,000	110%
Private Security	\$114,736	\$102,500	\$112,750	10%
County Communications	\$64,111	\$32,500	\$32,500	0%
<b>Total Public Safety:</b>	<b>\$331,156</b>	<b>\$289,000</b>	<b>\$464,250</b>	<b>60.6%</b>
<b>Total Contractual and Other Services:</b>	<b>\$331,156</b>	<b>\$289,000</b>	<b>\$464,250</b>	<b>60.6%</b>
<b>Total Expense Objects:</b>	<b>\$342,305</b>	<b>\$311,230</b>	<b>\$487,675</b>	<b>56.7%</b>

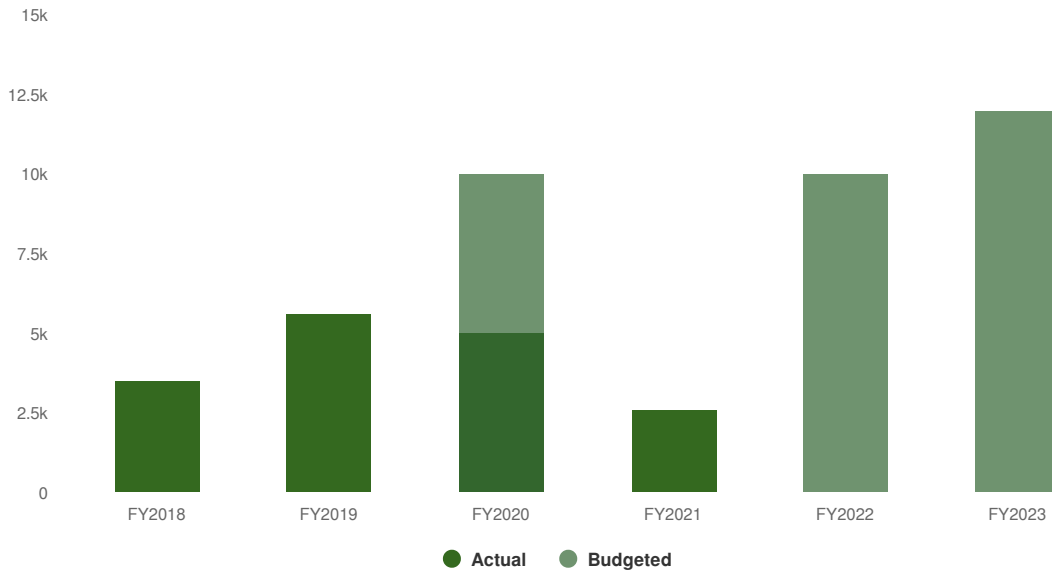


## Animal Control (Dept. 36)

### Expenditures Summary

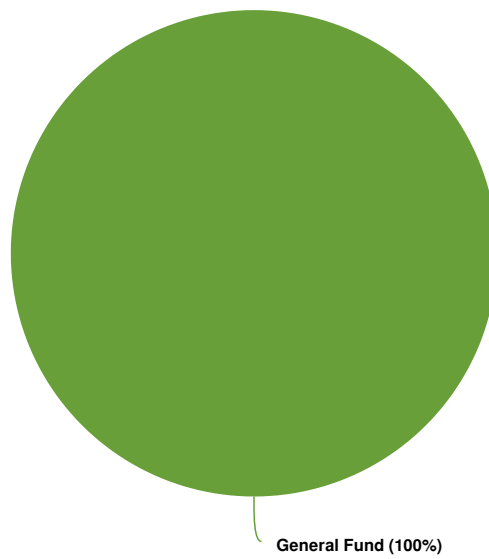
**\$12,000** **\$2,000**  
(20.00% vs. prior year)

#### Animal Control (Dept. 36) Proposed and Historical Budget vs. Actual

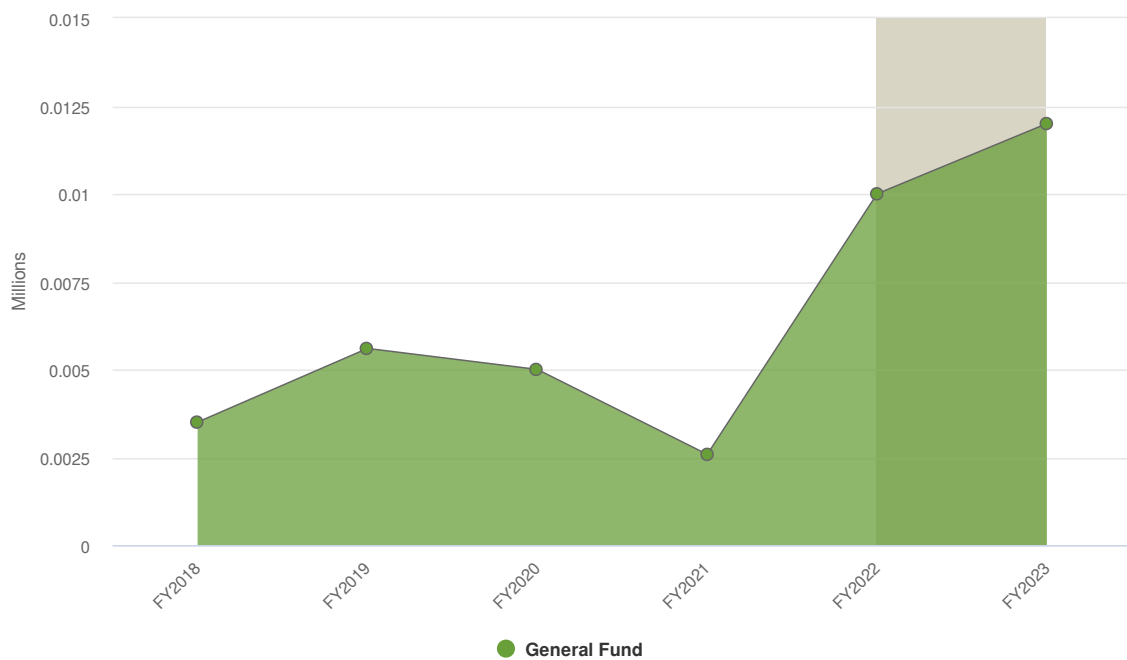


# Expenditures by Fund

## 2023 Expenditures by Fund



## Budgeted and Historical 2023 Expenditures by Fund

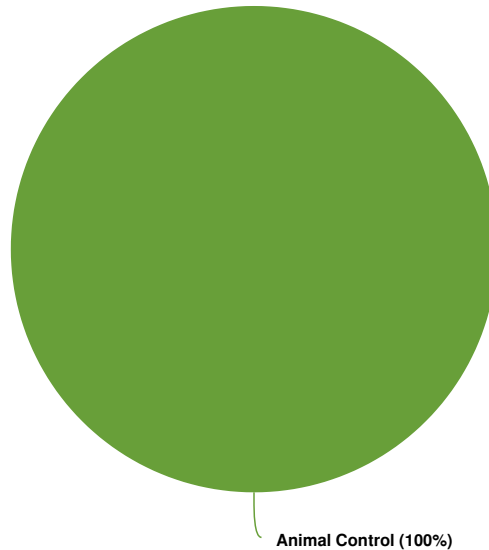


Grey background indicates budgeted figures.

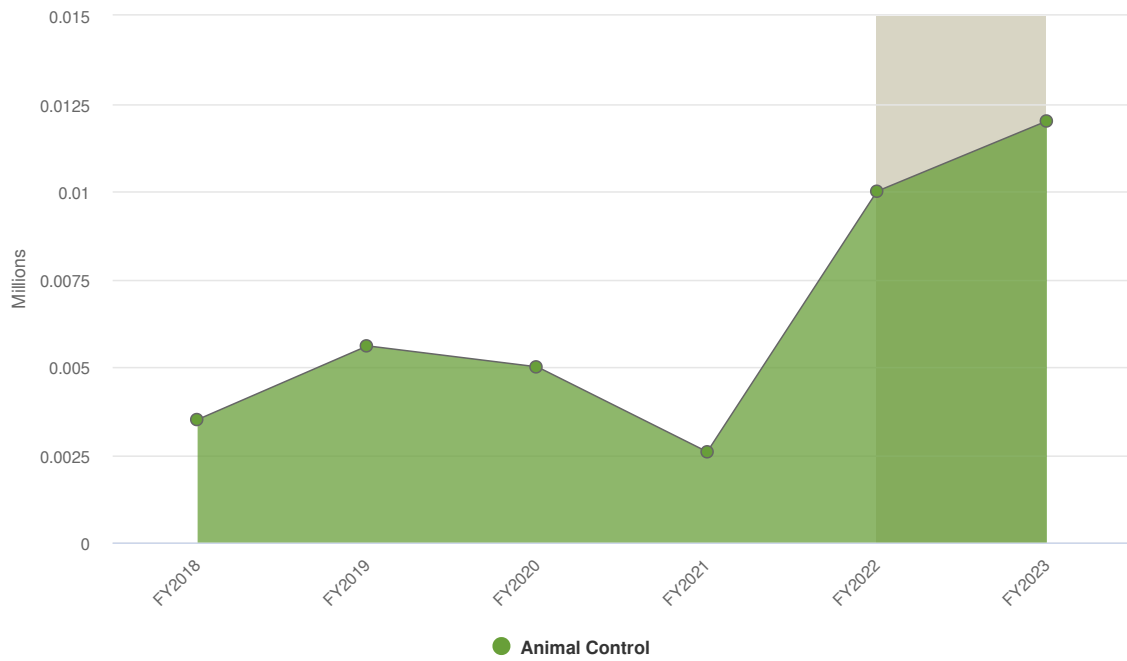
Name	Account ID	FY2021 Actual	FY2022 Budgeted	FY2023 Budgeted	FY2022 Budgeted vs. FY2023 Budgeted (% Change)	FY2022 Budgeted vs. FY2023 Budgeted (% Change)	Notes
<b>General Fund</b>							
Operational Contracts	001.36.600.000	\$2,500		\$2,000	N/A	N/A	Hoping to get some services through Hollister after Kennel is built
Animal Control	001.36.622.000	\$82	\$10,000	\$10,000	0%	0%	
<b>Total General Fund:</b>		<b>\$2,582</b>	<b>\$10,000</b>	<b>\$12,000</b>	<b>20%</b>	<b>20%</b>	

## Expenditures by Function

### Budgeted Expenditures by Function



## Budgeted and Historical Expenditures by Function

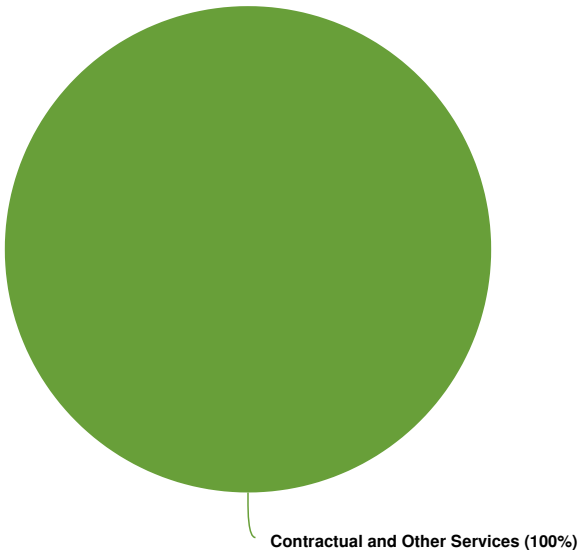


Grey background indicates budgeted figures.

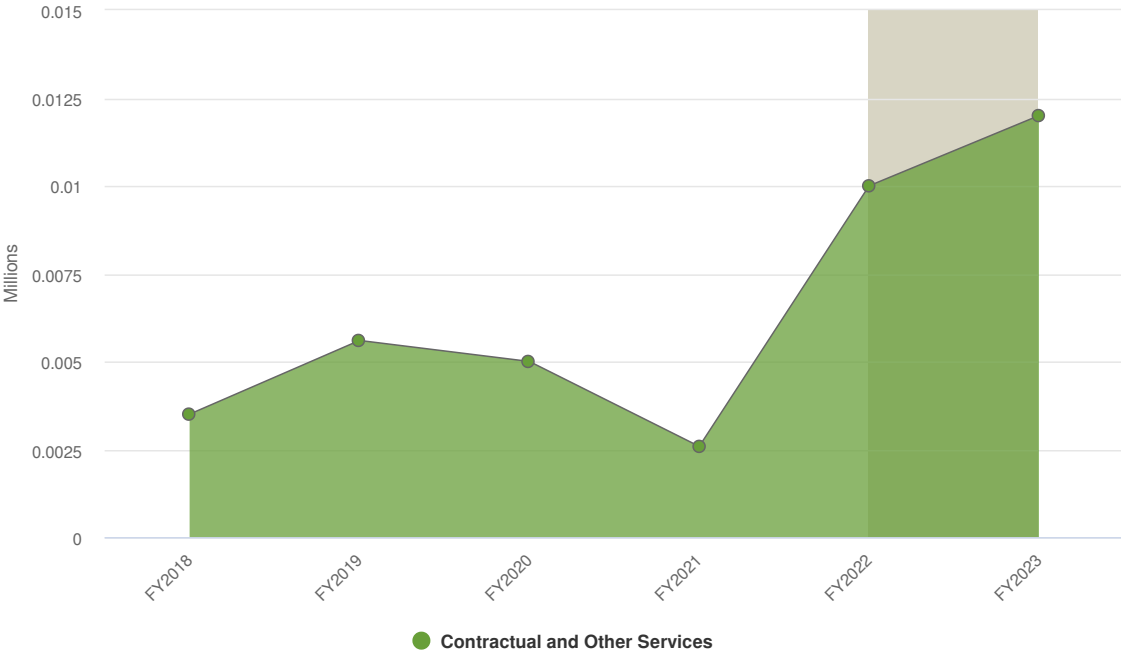
Name	Account ID	FY2021 Actual	FY2022 Budgeted	FY2023 Budgeted	FY2022 Budgeted vs. FY2023 Budgeted (% Change)
<b>Expenditures</b>					
<b>Public Safety</b>					
<b>Animal Control</b>					
Operational Contracts	001.36.600.000	\$2,500		\$2,000	N/A
Animal Control	001.36.622.000	\$82	\$10,000	\$10,000	0%
<b>Total Animal Control:</b>		<b>\$2,582</b>	<b>\$10,000</b>	<b>\$12,000</b>	<b>20%</b>
<b>Total Public Safety:</b>		<b>\$2,582</b>	<b>\$10,000</b>	<b>\$12,000</b>	<b>20%</b>
<b>Total Expenditures:</b>		<b>\$2,582</b>	<b>\$10,000</b>	<b>\$12,000</b>	<b>20%</b>

# Expenditures by Expense Type

## Budgeted Expenditures by Expense Type



## Budgeted and Historical Expenditures by Expense Type



Grey background indicates budgeted figures.

Name	Account ID	FY2021 Actual	FY2022 Budgeted	FY2023 Budgeted	FY2022 Budgeted vs. FY2023 Budgeted (% Change)	FY2022 Budgeted vs. FY2023 Budgeted (% Change)	Notes
<b>Expense Objects</b>							
<b>Contractual and Other Services</b>							
Operational Contracts	001.36.600.000	\$2,500		\$2,000	N/A	N/A	Hoping to get some services through Hollister after Kennel is built
Animal Control	001.36.622.000	\$82	\$10,000	\$10,000	0%	0%	
<b>Total Contractual and Other Services:</b>		<b>\$2,582</b>	<b>\$10,000</b>	<b>\$12,000</b>	<b>20%</b>	<b>20%</b>	
<b>Total Expense Objects:</b>		<b>\$2,582</b>	<b>\$10,000</b>	<b>\$12,000</b>	<b>20%</b>	<b>20%</b>	

## Organizational Chart

### Goal #1

### Goal #2



## Public Works (Depts 40 and 44)

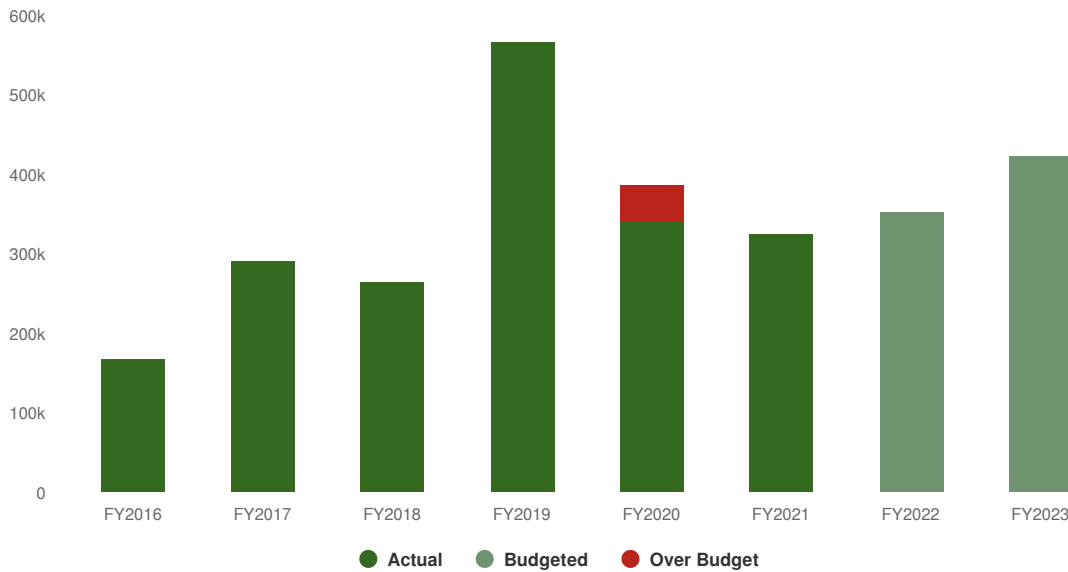
The City has been fortunate to have a talented City Engineer and retired Public Works director to support the work of the maintenance services staff. In 2019, of the City's 8 full-time employees, 5 work in various capacities to support the City's public works infrastructure programs. They are scattered about the past and current budgets in the departments titled Streets and Storm Drains, Building and Grounds, Water and Sewer budgets.

This Department will become very important this fiscal year, as the City ventures into its new effort to "regionalize" its water source and waste water discharge. This transformation promises to greatly improve the quality of life for the City's residents.

### Expenditures Summary

**\$422,093** **\$69,861**  
(19.83% vs. prior year)

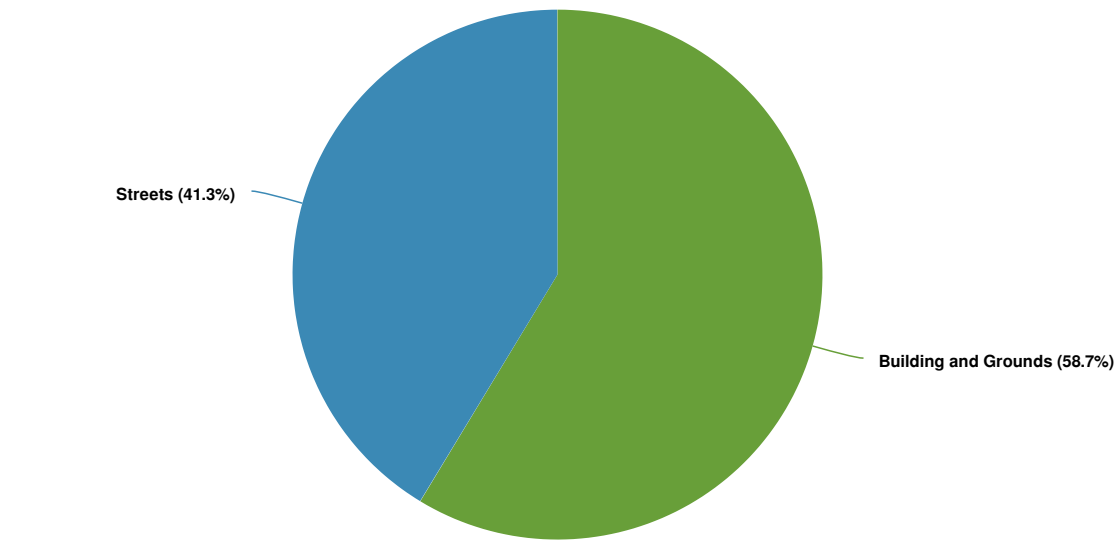
#### Public Works (Depts 40 and 44) Proposed and Historical Budget vs. Actual



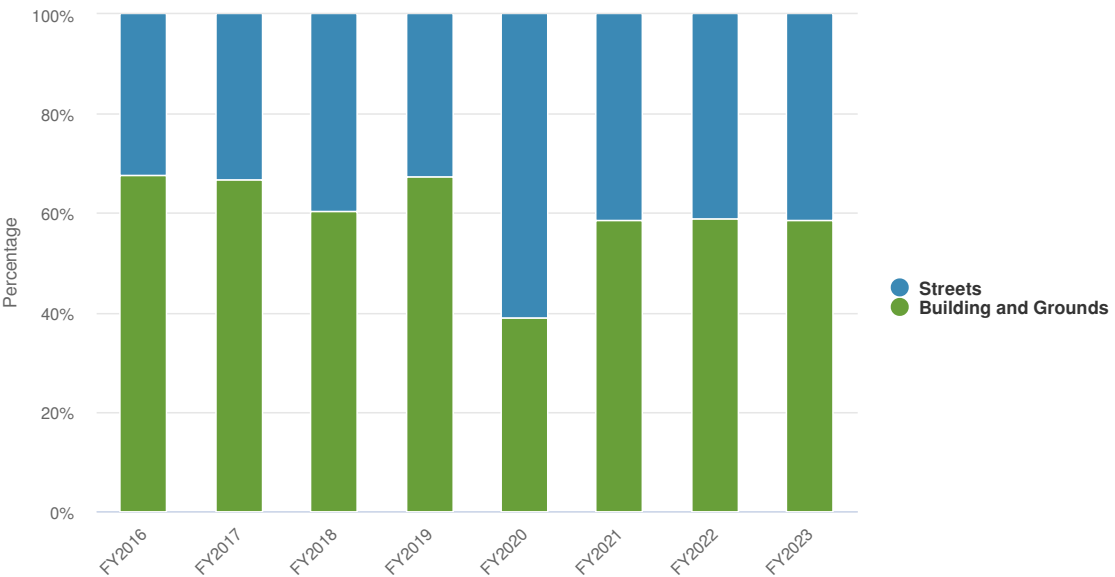


# Expenditures by Function

Budgeted Expenditures by Function



Budgeted and Historical Expenditures by Function



Name	FY2021 Actual	FY2022 Budgeted	FY2023 Budgeted	FY2022 Budgeted vs. FY2023 Budgeted (% Change)
Expenditures				
Public Works				



Name	FY2021 Actual	FY2022 Budgeted	FY2023 Budgeted	FY2022 Budgeted vs. FY2023 Budgeted (% Change)
<b>Streets</b>				
<b>Utilities and Misc Expenses</b>				
Telecomm	\$610	\$800	\$800	0%
Electricity	\$1,741	\$1,500	\$1,500	0%
Agg. Base Material	\$681			0%
<b>Total Utilities and Misc Expenses:</b>	<b>\$3,033</b>	<b>\$2,300</b>	<b>\$2,300</b>	<b>0%</b>
<b>Employee Salary-Wages-Benefit</b>				
Salaries and Wages - FT	\$72,990	\$68,032	\$86,482	27.1%
FICA	\$5,465	\$5,885	\$7,481	27.1%
Worker's Comp	\$3,971	\$4,033	\$10,932	171.1%
Health Insurance	\$14,182	\$11,623	\$13,506	16.2%
457k Retirement Contribution	\$1,462	\$1,056	\$1,190	12.7%
<b>Total Employee Salary-Wages-Benefit:</b>	<b>\$98,070</b>	<b>\$90,629</b>	<b>\$119,591</b>	<b>32%</b>
<b>General and Admin Expense</b>				
Insurance - Liab/Bond/Auto/Prop	\$5,895	\$3,200	\$4,000	25%
Computer Software Service	\$315	\$300	\$300	0%
Office Supplies	\$310	\$300	\$300	0%
Printing and Copies	\$54	\$100	\$500	400%
Food and Beverages	\$480	\$500	\$500	0%
<b>Total General and Admin Expense:</b>	<b>\$7,054</b>	<b>\$4,400</b>	<b>\$5,600</b>	<b>27.3%</b>
<b>Other Personnel Expenses</b>				
Uniforms & Alterations	\$449	\$750	\$750	0%
Phys., Drug & Psych Testing		\$150	\$150	0%
Education and Training	\$125	\$1,000	\$1,000	0%
Travel/Per Diem/Car Allowance		\$750	\$750	0%
<b>Total Other Personnel Expenses:</b>	<b>\$574</b>	<b>\$2,650</b>	<b>\$2,650</b>	<b>0%</b>
<b>Equipment and Parts</b>				
Equipment Rental			\$2,000	N/A
Equipment Rental		\$500	\$500	0%
Chemical and Gasses		\$11,500	\$1,500	-87%
Gasoline & Diesel Fuel	\$2,134	\$3,000	\$5,000	66.7%
Small Tools	\$1,435	\$1,500	\$1,500	0%
Materials	\$5,779	\$7,500	\$1,500	-80%
Parts - City Rep. Vehicles	\$1,051	\$1,500	\$2,500	66.7%
Parts - City Rep. Equipment	\$3,663	\$4,000	\$4,000	0%
Parts - City Rep. Streets	\$2,425	\$3,000	\$3,000	0%
<b>Total Equipment and Parts:</b>	<b>\$16,488</b>	<b>\$32,500</b>	<b>\$21,500</b>	<b>-33.8%</b>
<b>Contractual and Other Services</b>				



Name	FY2021 Actual	FY2022 Budgeted	FY2023 Budgeted	FY2022 Budgeted vs. FY2023 Budgeted (% Change)
Operational Contracts	\$2,178			0%
Engineering	\$220			N/A
Security	\$780	\$750	\$750	0%
Janitorial	\$63	\$100	\$1,000	900%
<b>Total Contractual and Other Services:</b>	<b>\$3,241</b>	<b>\$850</b>	<b>\$1,750</b>	<b>105.9%</b>
<b>Maint and Repair Services</b>				
Vehicle Maint. - Outside	\$771	\$2,000	\$4,000	100%
Equipment Maint. - Outside	\$30	\$500	\$2,500	400%
Street Sign Maint. & Repair		\$2,000	\$2,000	0%
Grounds Maint. - Outside	\$2,939	\$5,000	\$5,000	0%
Streets Maint. & Paving	\$2,010	\$2,200	\$7,500	240.9%
<b>Total Maint and Repair Services:</b>	<b>\$5,750</b>	<b>\$11,700</b>	<b>\$21,000</b>	<b>79.5%</b>
<b>Total Streets:</b>	<b>\$134,209</b>	<b>\$145,029</b>	<b>\$174,391</b>	<b>20.2%</b>
<b>Building and Grounds</b>				
<b>Utilities and Misc Expenses</b>				
Telecomm	\$2,180	\$1,750	\$1,750	0%
Electricity	\$9,854	\$6,000	\$5,000	-16.7%
Water		\$15,000	\$11,000	-26.7%
<b>Total Utilities and Misc Expenses:</b>	<b>\$12,034</b>	<b>\$22,750</b>	<b>\$17,750</b>	<b>-22%</b>
<b>Employee Salary-Wages-Benefit</b>				
Salaries and Wages - FT	\$91,392	\$93,375	\$118,485	26.9%
FICA	\$6,250	\$8,077	\$10,249	26.9%
Worker's Comp	\$4,219	\$5,754	\$15,667	172.3%
Unemployment	\$90			0%
Health Insurance	\$16,242	\$17,392	\$18,168	4.5%
457k Retirement Contribution	\$916	\$1,605	\$1,833	14.2%
<b>Total Employee Salary-Wages-Benefit:</b>	<b>\$119,108</b>	<b>\$126,203</b>	<b>\$164,402</b>	<b>30.3%</b>
<b>General and Admin Expense</b>				
Insurance - Liab/Bond/Auto/Prop	\$4,236	\$3,000	\$5,000	66.7%
Dues and Subscriptions	\$457	\$500	\$250	-50%
Computer Software Service	\$399	\$300	\$300	0%
Office Supplies	\$275	\$150	\$1,000	566.7%
Printing and Copies	\$54	\$100	\$100	0%
Food and Beverages	\$516	\$550	\$750	36.4%
Bank Charges/PR Processing	-\$70			0%
<b>Total General and Admin Expense:</b>	<b>\$5,867</b>	<b>\$4,600</b>	<b>\$7,400</b>	<b>60.9%</b>
<b>Other Personnel Expenses</b>				



Name	FY2021 Actual	FY2022 Budgeted	FY2023 Budgeted	FY2022 Budgeted vs. FY2023 Budgeted (% Change)
Uniforms & Alterations	\$787	\$500	\$500	0%
Phys., Drug & Psych Testing	\$15	\$100	\$100	0%
Education and Training	\$125	\$1,000	\$1,000	0%
Travel/Per Diem/Car Allowance		\$750	\$750	0%
<b>Total Other Personnel Expenses:</b>	<b>\$927</b>	<b>\$2,350</b>	<b>\$2,350</b>	<b>0%</b>
<b>Equipment and Parts</b>				
Equipment Rental		\$1,000	\$1,000	0%
Chemical and Gasses	\$1,013	\$1,500	\$2,000	33.3%
Gasoline & Diesel Fuel	\$2,883	\$2,500	\$4,500	80%
Small Tools	\$509	\$1,500	\$1,500	0%
Materials	\$672	\$1,500	\$1,500	0%
Parts - City Rep. Vehicles	\$286	\$1,500	\$1,500	0%
Parts - City Rep. Equipment	\$3,166	\$1,500	\$1,500	0%
Parts - City Rep. Water	\$35			0%
Parts - City Rep. Streets	\$155			0%
Parts - City Rep. Parks	\$1,349	\$1,500	\$1,500	0%
<b>Total Equipment and Parts:</b>	<b>\$10,068</b>	<b>\$12,500</b>	<b>\$15,000</b>	<b>20%</b>
<b>Contractual and Other Services</b>				
Operational Contracts	\$1,078			0%
Security	\$780	\$800	\$800	0%
Janitorial	\$6,576	\$5,000	\$7,000	40%
Landscape Services	\$114			0%
Water	\$19,524			0%
<b>Total Contractual and Other Services:</b>	<b>\$28,072</b>	<b>\$5,800</b>	<b>\$7,800</b>	<b>34.5%</b>
<b>Maint and Repair Services</b>				
Claims	\$408			0%
Vehicle Maint. - Outside	\$21	\$1,500	\$1,500	0%
Equipment Maint. - Outside		\$1,500	\$1,500	0%
Bldg Maint. - Inside	\$1,553	\$1,500	\$1,500	0%
Building Maint. Outside	\$314	\$1,500	\$1,500	0%
Grounds Maint. - Outside	\$10,200	\$2,000	\$2,000	0%
<b>Total Maint and Repair Services:</b>	<b>\$12,495</b>	<b>\$8,000</b>	<b>\$8,000</b>	<b>0%</b>
<b>Capital Outlay</b>				
Capital Purchases/Improvements	\$1,800	\$25,000	\$25,000	0%
<b>Total Capital Outlay:</b>	<b>\$1,800</b>	<b>\$25,000</b>	<b>\$25,000</b>	<b>0%</b>
<b>Total Building and Grounds:</b>	<b>\$190,372</b>	<b>\$207,203</b>	<b>\$247,702</b>	<b>19.5%</b>
<b>Total Public Works:</b>	<b>\$324,582</b>	<b>\$352,232</b>	<b>\$422,093</b>	<b>19.8%</b>
<b>Total Expenditures:</b>	<b>\$324,582</b>	<b>\$352,232</b>	<b>\$422,093</b>	<b>19.8%</b>



## PW Streets & Storm Drains (Department 40)

Department 40 provides for the costs of operating, maintaining, and repairing the street and pedestrian oriented non-utility infrastructure. This includes streets, sidewalks, bike paths, cross walks, access to persons with disabilities, street signs, storm drains, and street trees. Major street resurfacing is budgeted as a Capital Improvement Project. Every member of the Public Works crew works on streets and storm drains depending on the season and the need. The budget provides for 1.95 Full Time Equivalent employees- including the portion of the time for a proposed new part-time position in the Public Works crew.

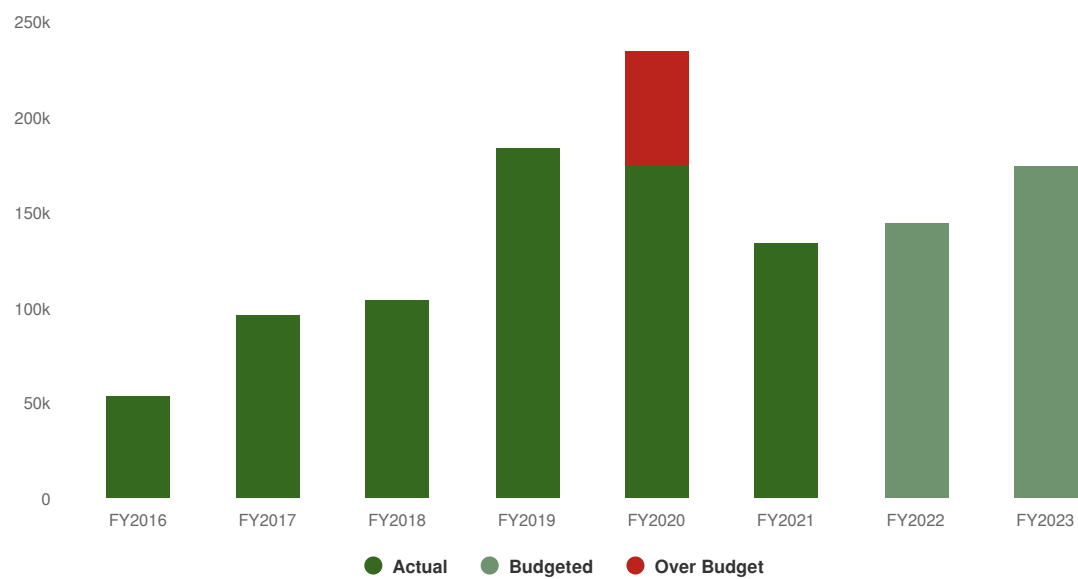
The budget includes materials, supplies and tools to handle routine maintenance and anticipated repairs at unspecified locations. Additional funds are budgeted to increase “pot hole” repairs, but the need for street repairs far outstrips available resources. The Capital Improvement Budget reflects the priorities outlined in the Pavement Management Plan.

### Expenditures Summary

\$174,391

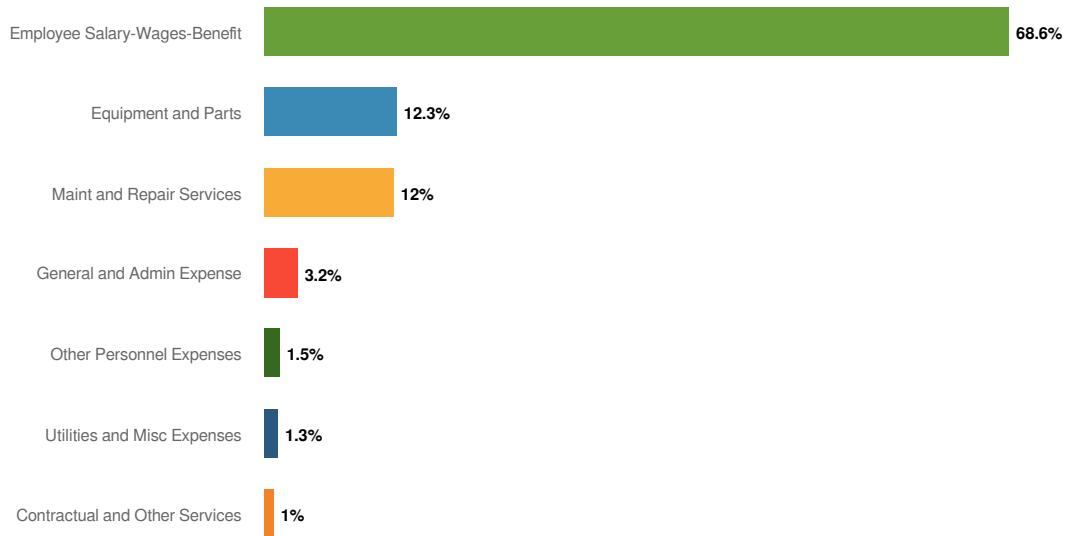
\$29,362  
(20.25% vs. prior year)

Streets (Dept. 40) Proposed and Historical Budget vs. Actual

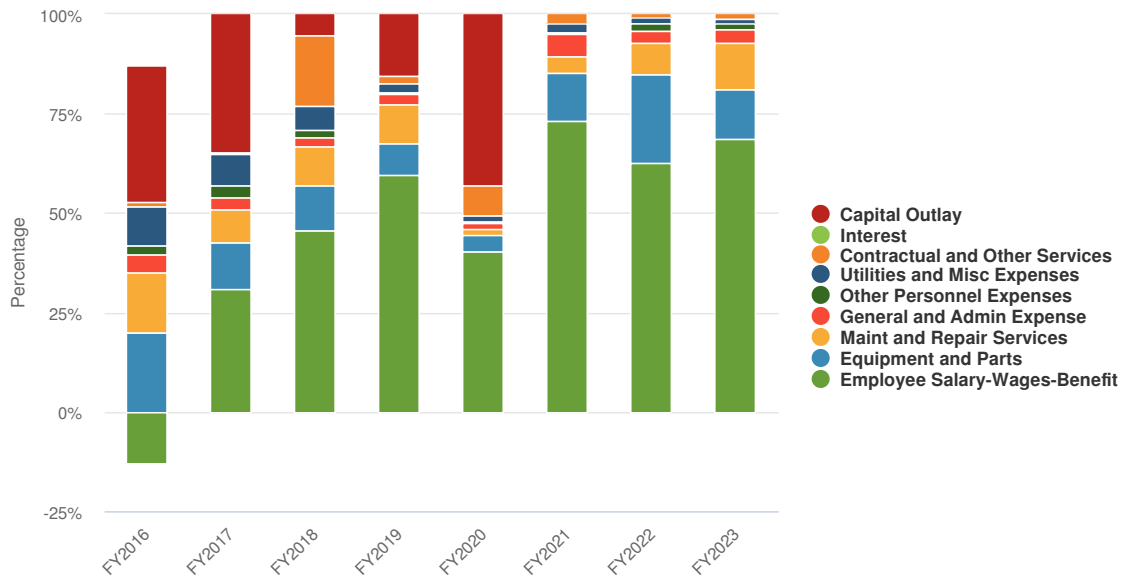


# Expenditures by Expense Type

## Budgeted Expenditures by Expense Type



## Budgeted and Historical Expenditures by Expense Type



Name	FY2021 Actual	FY2022 Budgeted	FY2023 Budgeted	FY2022 Budgeted vs. FY2023 Budgeted (% Change)
Expense Objects				
Utilities and Misc Expenses				



Name	FY2021 Actual	FY2022 Budgeted	FY2023 Budgeted	FY2022 Budgeted vs. FY2023 Budgeted (% Change)
<b>Public Works</b>				
Telecomm	\$610	\$800	\$800	0%
Electricity	\$1,741	\$1,500	\$1,500	0%
Agg. Base Material	\$681			0%
<b>Total Public Works:</b>	<b>\$3,033</b>	<b>\$2,300</b>	<b>\$2,300</b>	<b>0%</b>
<b>Total Utilities and Misc Expenses:</b>	<b>\$3,033</b>	<b>\$2,300</b>	<b>\$2,300</b>	<b>0%</b>
<b>Employee Salary-Wages-Benefit</b>				
<b>Public Works</b>				
Salaries and Wages - FT	\$72,990	\$68,032	\$86,482	27.1%
FICA	\$5,465	\$5,885	\$7,481	27.1%
Worker's Comp	\$3,971	\$4,033	\$10,932	171.1%
Health Insurance	\$14,182	\$11,623	\$13,506	16.2%
457k Retirement Contribution	\$1,462	\$1,056	\$1,190	12.7%
<b>Total Public Works:</b>	<b>\$98,070</b>	<b>\$90,629</b>	<b>\$119,591</b>	<b>32%</b>
<b>Total Employee Salary-Wages-Benefit:</b>	<b>\$98,070</b>	<b>\$90,629</b>	<b>\$119,591</b>	<b>32%</b>
<b>General and Admin Expense</b>				
<b>Public Works</b>				
Insurance - Liab/Bond/Auto/Prop	\$5,895	\$3,200	\$4,000	25%
Computer Software Service	\$315	\$300	\$300	0%
Office Supplies	\$310	\$300	\$300	0%
Printing and Copies	\$54	\$100	\$500	400%
Food and Beverages	\$480	\$500	\$500	0%
<b>Total Public Works:</b>	<b>\$7,054</b>	<b>\$4,400</b>	<b>\$5,600</b>	<b>27.3%</b>
<b>Total General and Admin Expense:</b>	<b>\$7,054</b>	<b>\$4,400</b>	<b>\$5,600</b>	<b>27.3%</b>
<b>Other Personnel Expenses</b>				
<b>Public Works</b>				
Uniforms & Alterations	\$449	\$750	\$750	0%
Phys., Drug & Psych Testing		\$150	\$150	0%
Education and Training	\$125	\$1,000	\$1,000	0%
Travel/Per Diem/Car Allowance		\$750	\$750	0%
<b>Total Public Works:</b>	<b>\$574</b>	<b>\$2,650</b>	<b>\$2,650</b>	<b>0%</b>
<b>Total Other Personnel Expenses:</b>	<b>\$574</b>	<b>\$2,650</b>	<b>\$2,650</b>	<b>0%</b>
<b>Equipment and Parts</b>				
<b>Public Works</b>				
Equipment Rental			\$2,000	N/A
Equipment Rental		\$500	\$500	0%
Chemical and Gasses		\$11,500	\$1,500	-87%
Gasoline & Diesel Fuel	\$2,134	\$3,000	\$5,000	66.7%
Small Tools	\$1,435	\$1,500	\$1,500	0%



Name	FY2021 Actual	FY2022 Budgeted	FY2023 Budgeted	FY2022 Budgeted vs. FY2023 Budgeted (% Change)
Materials	\$5,779	\$7,500	\$1,500	-80%
Parts - City Rep. Vehicles	\$1,051	\$1,500	\$2,500	66.7%
Parts - City Rep. Equipment	\$3,663	\$4,000	\$4,000	0%
Parts - City Rep. Streets	\$2,425	\$3,000	\$3,000	0%
<b>Total Public Works:</b>	<b>\$16,488</b>	<b>\$32,500</b>	<b>\$21,500</b>	<b>-33.8%</b>
<b>Total Equipment and Parts:</b>	<b>\$16,488</b>	<b>\$32,500</b>	<b>\$21,500</b>	<b>-33.8%</b>
<b>Contractual and Other Services</b>				
<b>Public Works</b>				
Operational Contracts	\$2,178			0%
Engineering	\$220			N/A
Security	\$780	\$750	\$750	0%
Janitorial	\$63	\$100	\$1,000	900%
<b>Total Public Works:</b>	<b>\$3,241</b>	<b>\$850</b>	<b>\$1,750</b>	<b>105.9%</b>
<b>Total Contractual and Other Services:</b>	<b>\$3,241</b>	<b>\$850</b>	<b>\$1,750</b>	<b>105.9%</b>
<b>Maint and Repair Services</b>				
<b>Public Works</b>				
Vehicle Maint. - Outside	\$771	\$2,000	\$4,000	100%
Equipment Maint. - Outside	\$30	\$500	\$2,500	400%
Street Sign Maint. & Repair		\$2,000	\$2,000	0%
Grounds Maint. - Outside	\$2,939	\$5,000	\$5,000	0%
Streets Maint. & Paving	\$2,010	\$2,200	\$7,500	240.9%
<b>Total Public Works:</b>	<b>\$5,750</b>	<b>\$11,700</b>	<b>\$21,000</b>	<b>79.5%</b>
<b>Total Maint and Repair Services:</b>	<b>\$5,750</b>	<b>\$11,700</b>	<b>\$21,000</b>	<b>79.5%</b>
<b>Total Expense Objects:</b>	<b>\$134,209</b>	<b>\$145,029</b>	<b>\$174,391</b>	<b>20.2%</b>





# PW Buildings and Grounds (Department 44)

## PW Building & Grounds (Department 44)

These Buildings and Grounds are a big part of the City's continued positive image. Compliments are received weekly from visitors about how beautiful and green our town is. Credit the maintenance employees in this department for the warm, well maintained "welcome" the City's visitors receive when they arrive. This year's challenge will be keeping the turf green while conserving water during the drought.

The Building and Grounds budget provides for the maintenance and routine repair of parks, city buildings and city property. The budget includes allocated time of several Public Works employees, and beginning in the current year the budget includes payment for the use of city water to irrigate the parks and landscape areas.

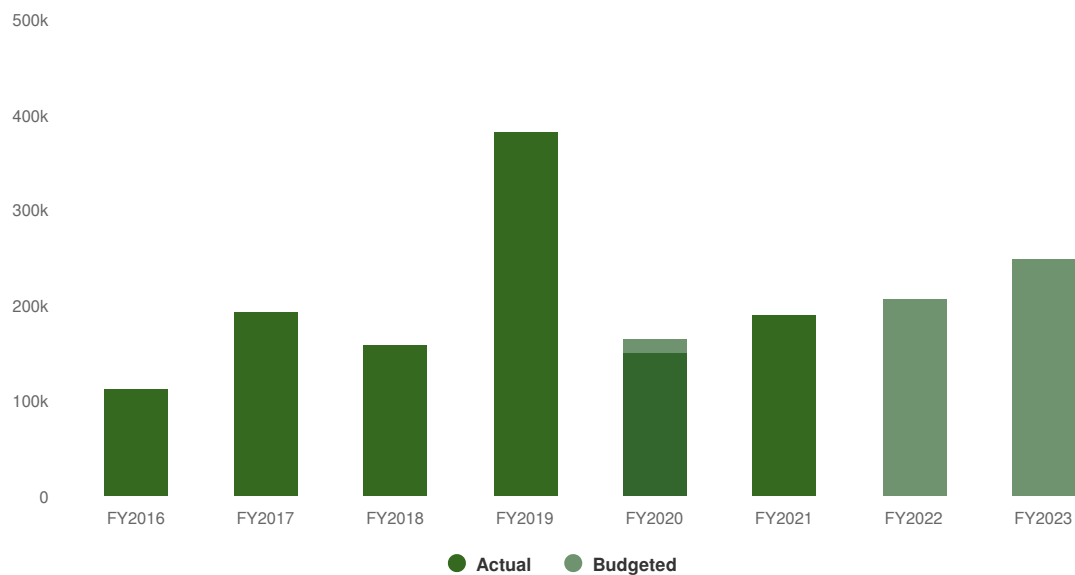
The budget in future years will need to include maintenance of any additional park improvements accomplished with a State Grant to implement the Park Master Plan. Franklin Park will come on line this year. There will be costs to maintain the new Verutti Park restrooms but offset by the elimination of the costs of periodic service to the temporary restroom.

## Expenditures Summary

\$247,702

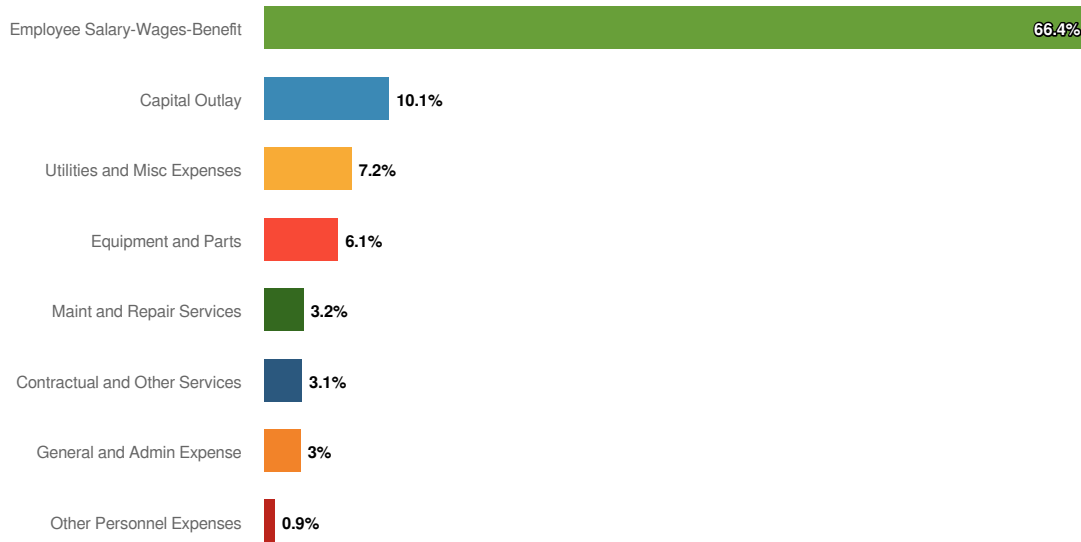
\$40,499  
(19.55% vs. prior year)

Building and Grounds (Dept. 44) Proposed and Historical Budget vs. Actual

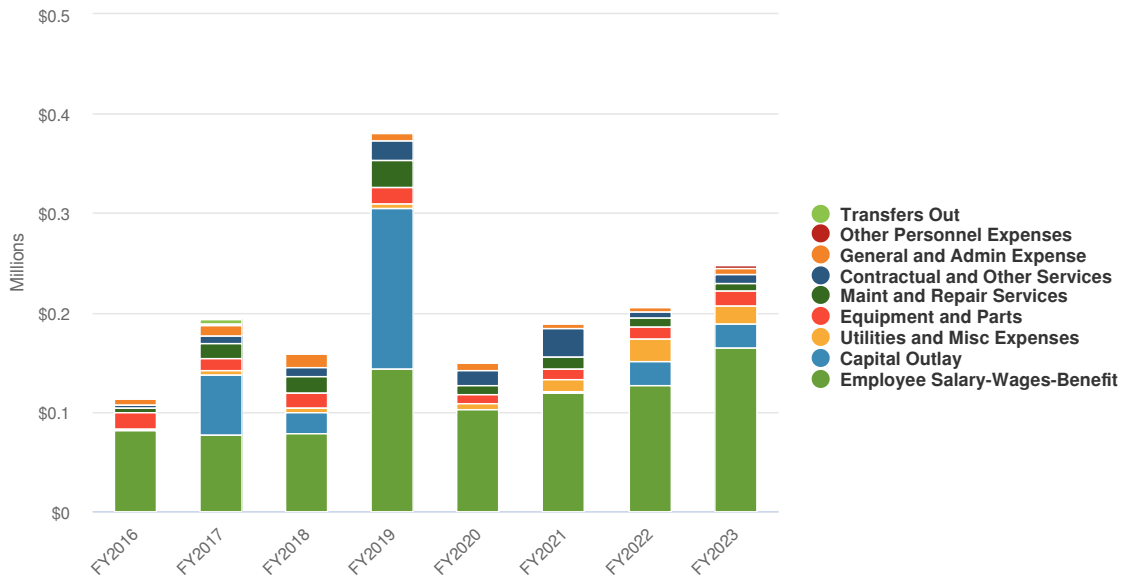


# Expenditures by Expense Type

## Budgeted Expenditures by Expense Type



## Budgeted and Historical Expenditures by Expense Type



Name	FY2021 Actual	FY2022 Budgeted	FY2023 Budgeted	FY2022 Budgeted vs. FY2023 Budgeted (% Change)
Expense Objects				
Utilities and Misc Expenses				



Name	FY2021 Actual	FY2022 Budgeted	FY2023 Budgeted	FY2022 Budgeted vs. FY2023 Budgeted (% Change)
<b>Public Works</b>				
Telecomm	\$2,180	\$1,750	\$1,750	0%
Electricity	\$9,854	\$6,000	\$5,000	-16.7%
Water		\$15,000	\$11,000	-26.7%
<b>Total Public Works:</b>	<b>\$12,034</b>	<b>\$22,750</b>	<b>\$17,750</b>	<b>-22%</b>
<b>Total Utilities and Misc Expenses:</b>	<b>\$12,034</b>	<b>\$22,750</b>	<b>\$17,750</b>	<b>-22%</b>
<b>Employee Salary-Wages-Benefit</b>				
<b>Public Works</b>				
Salaries and Wages - FT	\$91,392	\$93,375	\$118,485	26.9%
FICA	\$6,250	\$8,077	\$10,249	26.9%
Worker's Comp	\$4,219	\$5,754	\$15,667	172.3%
Unemployment	\$90			0%
Health Insurance	\$16,242	\$17,392	\$18,168	4.5%
457k Retirement Contribution	\$916	\$1,605	\$1,833	14.2%
<b>Total Public Works:</b>	<b>\$119,108</b>	<b>\$126,203</b>	<b>\$164,402</b>	<b>30.3%</b>
<b>Total Employee Salary-Wages-Benefit:</b>	<b>\$119,108</b>	<b>\$126,203</b>	<b>\$164,402</b>	<b>30.3%</b>
<b>General and Admin Expense</b>				
<b>Public Works</b>				
Insurance - Liab/Bond/Auto/Prop	\$4,236	\$3,000	\$5,000	66.7%
Dues and Subscriptions	\$457	\$500	\$250	-50%
Computer Software Service	\$399	\$300	\$300	0%
Office Supplies	\$275	\$150	\$1,000	566.7%
Printing and Copies	\$54	\$100	\$100	0%
Food and Beverages	\$516	\$550	\$750	36.4%
Bank Charges/PR Processing	-\$70			0%
<b>Total Public Works:</b>	<b>\$5,867</b>	<b>\$4,600</b>	<b>\$7,400</b>	<b>60.9%</b>
<b>Total General and Admin Expense:</b>	<b>\$5,867</b>	<b>\$4,600</b>	<b>\$7,400</b>	<b>60.9%</b>
<b>Other Personnel Expenses</b>				
<b>Public Works</b>				
Uniforms & Alterations	\$787	\$500	\$500	0%
Phys., Drug & Psych Testing	\$15	\$100	\$100	0%
Education and Training	\$125	\$1,000	\$1,000	0%
Travel/Per Diem/Car Allowance		\$750	\$750	0%
<b>Total Public Works:</b>	<b>\$927</b>	<b>\$2,350</b>	<b>\$2,350</b>	<b>0%</b>
<b>Total Other Personnel Expenses:</b>	<b>\$927</b>	<b>\$2,350</b>	<b>\$2,350</b>	<b>0%</b>
<b>Equipment and Parts</b>				
<b>Public Works</b>				
Equipment Rental		\$1,000	\$1,000	0%
Chemical and Gasses	\$1,013	\$1,500	\$2,000	33.3%



Name	FY2021 Actual	FY2022 Budgeted	FY2023 Budgeted	FY2022 Budgeted vs. FY2023 Budgeted (% Change)
Gasoline & Diesel Fuel	\$2,883	\$2,500	\$4,500	80%
Small Tools	\$509	\$1,500	\$1,500	0%
Materials	\$672	\$1,500	\$1,500	0%
Parts - City Rep. Vehicles	\$286	\$1,500	\$1,500	0%
Parts - City Rep. Equipment	\$3,166	\$1,500	\$1,500	0%
Parts - City Rep. Water	\$35			0%
Parts - City Rep. Streets	\$155			0%
Parts - City Rep. Parks	\$1,349	\$1,500	\$1,500	0%
<b>Total Public Works:</b>	<b>\$10,068</b>	<b>\$12,500</b>	<b>\$15,000</b>	<b>20%</b>
<b>Total Equipment and Parts:</b>	<b>\$10,068</b>	<b>\$12,500</b>	<b>\$15,000</b>	<b>20%</b>
<b>Contractual and Other Services</b>				
<b>Public Works</b>				
Operational Contracts	\$1,078			0%
Security	\$780	\$800	\$800	0%
Janitorial	\$6,576	\$5,000	\$7,000	40%
Landscape Services	\$114			0%
Water	\$19,524			0%
<b>Total Public Works:</b>	<b>\$28,072</b>	<b>\$5,800</b>	<b>\$7,800</b>	<b>34.5%</b>
<b>Total Contractual and Other Services:</b>	<b>\$28,072</b>	<b>\$5,800</b>	<b>\$7,800</b>	<b>34.5%</b>
<b>Maint and Repair Services</b>				
<b>Public Works</b>				
Claims	\$408			0%
Vehicle Maint. - Outside	\$21	\$1,500	\$1,500	0%
Equipment Maint. - Outside		\$1,500	\$1,500	0%
Bldg Maint. - Inside	\$1,553	\$1,500	\$1,500	0%
Building Maint. Outside	\$314	\$1,500	\$1,500	0%
Grounds Maint. - Outside	\$10,200	\$2,000	\$2,000	0%
<b>Total Public Works:</b>	<b>\$12,495</b>	<b>\$8,000</b>	<b>\$8,000</b>	<b>0%</b>
<b>Total Maint and Repair Services:</b>	<b>\$12,495</b>	<b>\$8,000</b>	<b>\$8,000</b>	<b>0%</b>
<b>Capital Outlay</b>				
<b>Public Works</b>				
Capital Purchases/Improvements	\$1,800	\$25,000	\$25,000	0%
<b>Total Public Works:</b>	<b>\$1,800</b>	<b>\$25,000</b>	<b>\$25,000</b>	<b>0%</b>
<b>Total Capital Outlay:</b>	<b>\$1,800</b>	<b>\$25,000</b>	<b>\$25,000</b>	<b>0%</b>
<b>Total Expense Objects:</b>	<b>\$190,372</b>	<b>\$207,203</b>	<b>\$247,702</b>	<b>19.5%</b>



# General Government (Dept. 45)

## General Government (Department 45)

This Department provides for expenditures that are not otherwise attributed to a specific department including dues to municipal organizations, allocations for community groups, and allocations to city advisory groups.

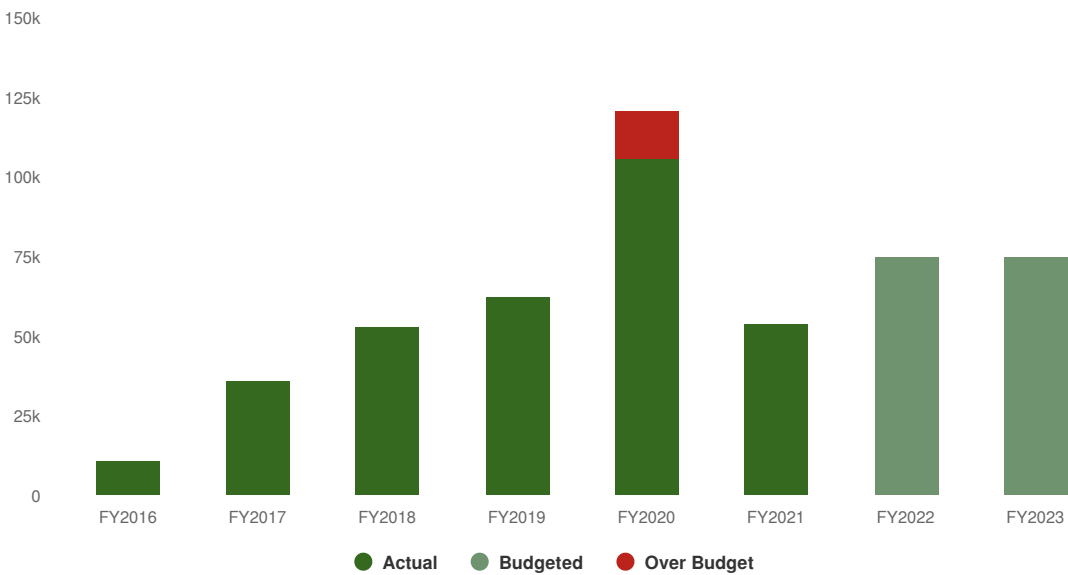
In the past, the Council has also allocated funds for the Sesquicentennial celebration, the Historic Walking Tour, and for community promotion by the San Juan Committee. Funds have not been budgeted for these one-time expenses in this Budget.

This year, the budget is 14.77% less than last year. It provides for essential regional memberships like AMBAG and COG, but only one community group- the San Juan Committee. This \$20,000 pays to promote and attract tourism, and is considered a critical component of the City's economic recovery from the impacts of COVID 19. During the course of budget workshops, the Council may wish again to make allocations to community groups from the available fund balance of the General Fund. Council direction will be included in the Adopted Budget to be considered in June.

## Expenditures Summary

**\$75,000** **\$0**  
(0.00% vs. prior year)

General Government (Dept. 45) Proposed and Historical Budget vs. Actual

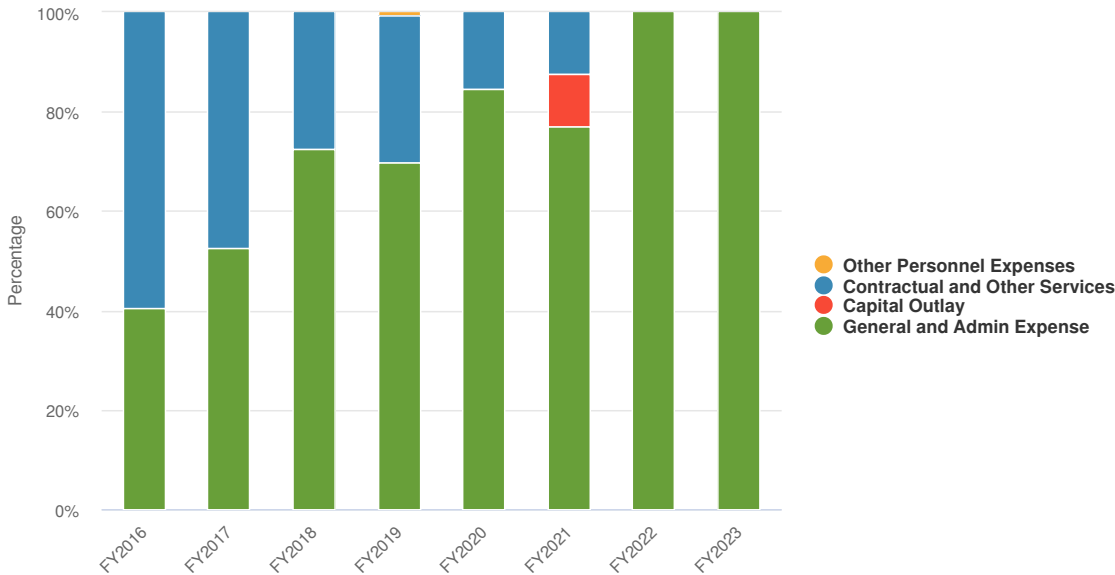


# Expenditures by Expense Type

Budgeted Expenditures by Expense Type



Budgeted and Historical Expenditures by Expense Type



Name	FY2021 Actual	FY2022 Budgeted	FY2023 Budgeted	FY2022 Budgeted vs. FY2023 Budgeted (% Change)
Expense Objects				
General and Admin Expense				



Name	FY2021 Actual	FY2022 Budgeted	FY2023 Budgeted	FY2022 Budgeted vs. FY2023 Budgeted (% Change)
<b>General Government</b>				
Dues and Subscriptions	\$26,244	\$75,000	\$75,000	0%
Advertising	\$15,009			0%
<b>Total General Government:</b>	<b>\$41,252</b>	<b>\$75,000</b>	<b>\$75,000</b>	<b>0%</b>
<b>Total General and Admin Expense:</b>	<b>\$41,252</b>	<b>\$75,000</b>	<b>\$75,000</b>	<b>0%</b>
<b>Contractual and Other Services</b>				
<b>General Government</b>				
SBCO Mgmt Fees	\$6,657			0%
<b>Total General Government:</b>	<b>\$6,657</b>			<b>0%</b>
<b>Total Contractual and Other Services:</b>	<b>\$6,657</b>			<b>0%</b>
<b>Capital Outlay</b>				
<b>General Government</b>				
Capital Purchases/Improvements	\$5,699			N/A
<b>Total General Government:</b>	<b>\$5,699</b>			<b>N/A</b>
<b>Total Capital Outlay:</b>	<b>\$5,699</b>			<b>N/A</b>
<b>Total Expense Objects:</b>	<b>\$53,608</b>	<b>\$75,000</b>	<b>\$75,000</b>	<b>0%</b>



## Building (Dept. 18)

The volume of development will decrease this year, as the two large developments have been completed. This budget has been reduced accordingly by 20%. the Community Development Director oversees this contract service.

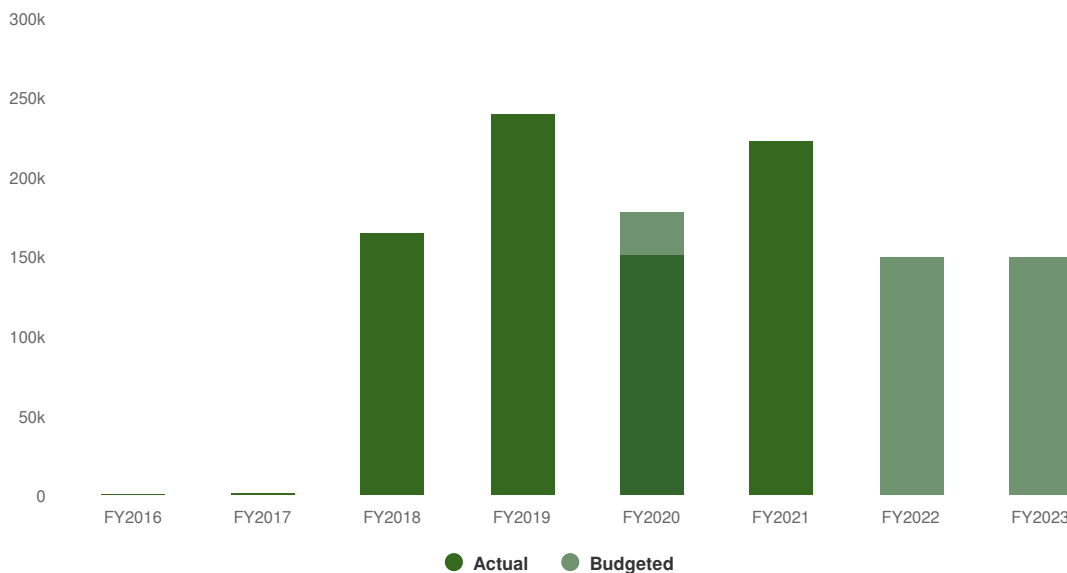
The Budget for Department 18 includes the costs of building permit review, building permits and inspections. This contract position has been upgraded this past year, with an experienced permit technician that has really helped the City approve its private development permits efficiently. The City's new technician collaborates well with other disciplines including planning, engineering, the Fire Marshall, and building official. Deadlines are tracked and the City is taking full advantage now if its iWorq's software. This is the software used to generate status reports for City Council concerning local development projects and code enforcement.

The primary costs are for a contract with 4Leaf. Under the contract, a permit technician works at city hall two days per week to process applications, calculate fees and coordinate reviews with other Departments. This Department no longer handles Code Enforcement but works closely with the new Public Safety Manager on code compliance efforts.

### Expenditures Summary

**\$149,874** **\$75**  
(0.05% vs. prior year)

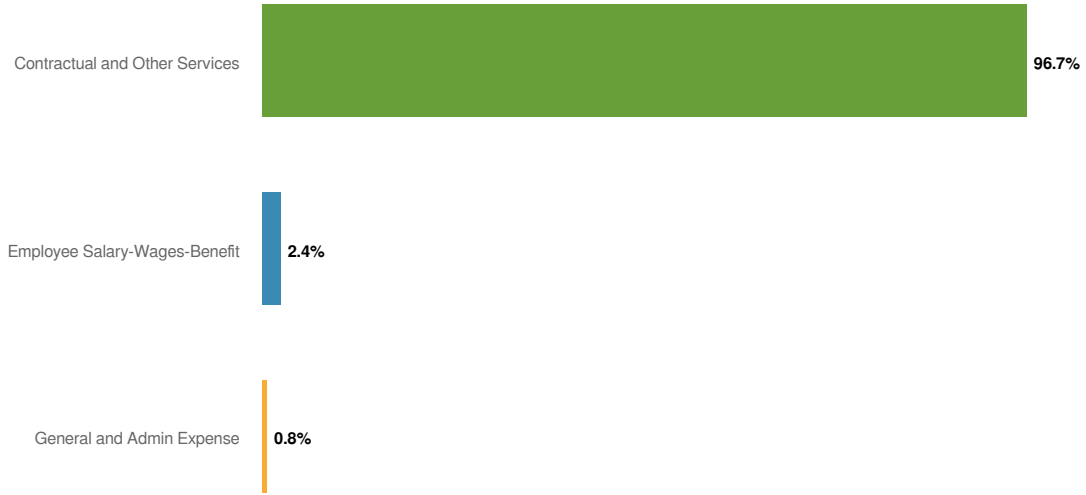
#### Building (Dept. 18) Proposed and Historical Budget vs. Actual



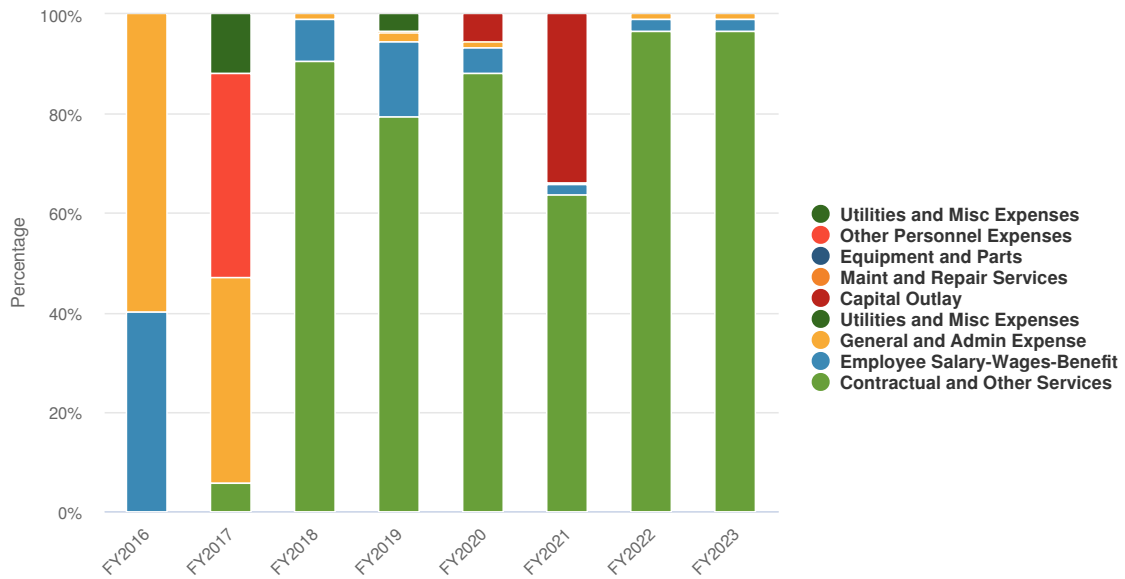


# Expenditures by Expense Type

## Budgeted Expenditures by Expense Type



## Budgeted and Historical Expenditures by Expense Type



Name	FY2021 Actual	FY2022 Budgeted	FY2023 Budgeted	FY2022 Budgeted vs. FY2023 Budgeted (% Change)
Expense Objects				
Employee Salary-Wages-Benefit				



Name	FY2021 Actual	FY2022 Budgeted	FY2023 Budgeted	FY2022 Budgeted vs. FY2023 Budgeted (% Change)
<b>City Building</b>				
Salaries and Wages - FT	\$3,584	\$2,608	\$2,765	6%
FICA	\$241	\$226	\$239	5.8%
Worker's Comp	\$84	\$12	\$11	-8.3%
Health Insurance	\$362	\$625	\$526	-15.8%
457k Retirement Contribution	\$229	\$78	\$83	6.4%
<b>Total City Building:</b>	<b>\$4,500</b>	<b>\$3,549</b>	<b>\$3,624</b>	<b>2.1%</b>
<b>Total Employee Salary-Wages-Benefit:</b>	<b>\$4,500</b>	<b>\$3,549</b>	<b>\$3,624</b>	<b>2.1%</b>
<b>General and Admin Expense</b>				
<b>City Building</b>				
Computer Software Service	\$19	\$1,250	\$1,250	0%
Office Supplies	\$250			0%
Postage and Freight	\$2			0%
Printing and Copies	\$20			0%
<b>Total City Building:</b>	<b>\$291</b>	<b>\$1,250</b>	<b>\$1,250</b>	<b>0%</b>
<b>Total General and Admin Expense:</b>	<b>\$291</b>	<b>\$1,250</b>	<b>\$1,250</b>	<b>0%</b>
<b>Contractual and Other Services</b>				
<b>City Building</b>				
General Building		\$5,000	\$5,000	0%
Building Inspection	\$142,120	\$72,000	\$72,000	0%
Permit Coordinator		\$68,000	\$68,000	0%
Janitorial	\$24			0%
<b>Total City Building:</b>	<b>\$142,144</b>	<b>\$145,000</b>	<b>\$145,000</b>	<b>0%</b>
<b>Total Contractual and Other Services:</b>	<b>\$142,144</b>	<b>\$145,000</b>	<b>\$145,000</b>	<b>0%</b>
<b>Capital Outlay</b>				
<b>City Building</b>				
Capital Purchases/Improvements	\$75,420			0%
<b>Total City Building:</b>	<b>\$75,420</b>			<b>0%</b>
<b>Total Capital Outlay:</b>	<b>\$75,420</b>			<b>0%</b>
<b>Utilities and Misc Expenses</b>				
<b>City Building</b>				
Electricity	\$500			N/A
<b>Total City Building:</b>	<b>\$500</b>			<b>N/A</b>
<b>Total Utilities and Misc Expenses:</b>	<b>\$500</b>			<b>N/A</b>
<b>Total Expense Objects:</b>	<b>\$222,855</b>	<b>\$149,799</b>	<b>\$149,874</b>	<b>0.1%</b>



## Planning (Dept. 17)

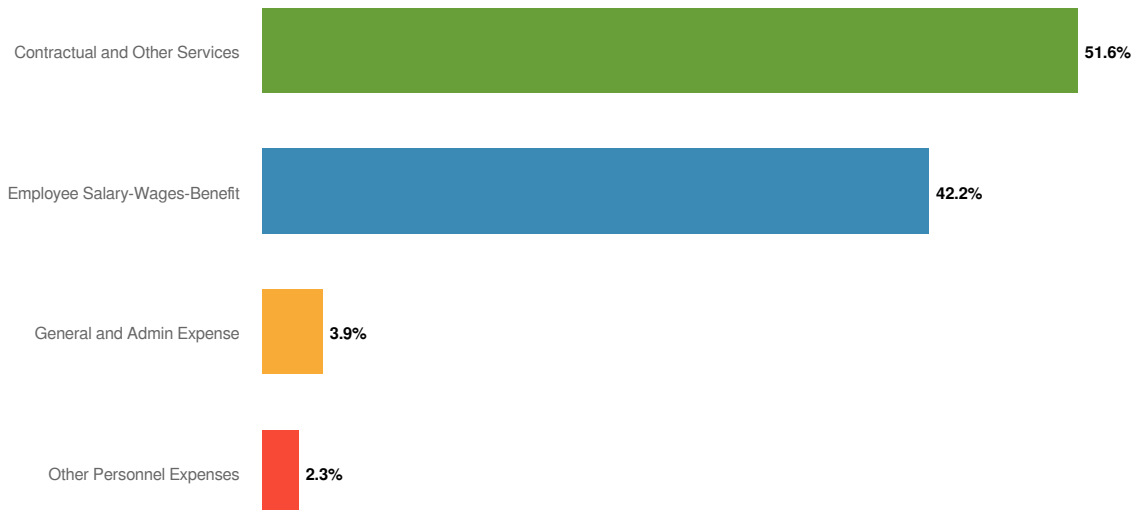
The Planning Department (Dept 17) is the first of three departments funded first from the Community Development Fund which is financed by application fees, grants and when necessary, it has been subsidized by the General Fund in the form of Fund transfers. The New Community Development Director will oversee this Department.

Harris and Associates will remain as an important part of this effort. In addition to helping with current planning, they are also leading the City's study and re-establishment of its sphere of influence, and re-establishing its urban growth boundary. These services are provided under a separate contract and funded as a special study within the CIP. The City has set aside \$50,000 for this work, and established an Ad-Hoc Subcommittee. This critical work will define the City's future growth potential.

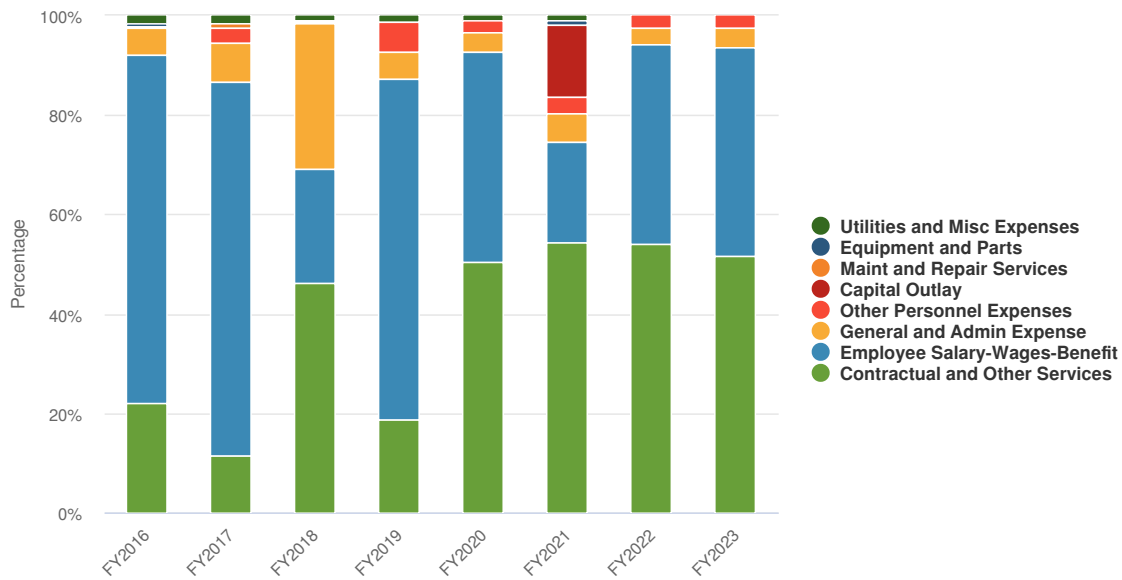
The State requires the City to consider changes in land use, zoning regulations, and fees in order to encourage the preservation and development of affordable housing. The CIP budget lists three grants; SB 2 \$160,000; LEAP \$60,000 (updating local policies) and REAP (a regional program, through COG). They are targeted to study the State's accessory dwelling unit laws, update the inclusionary housing laws, and considering special studies related to the potential annexation of properties along the Alameda. A provisional part-time project manager has been retained to oversee the connection between these projects and the Urban Growth Boundary Ad Hoc Committee.

### Expenditures by Expense Type

#### Budgeted Expenditures by Expense Type



## Budgeted and Historical Expenditures by Expense Type



Name	FY2021 Actual	FY2022 Budgeted	FY2023 Budgeted	FY2022 Budgeted vs. FY2023 Budgeted (% Change)
<b>Expense Objects</b>				
<b>Utilities and Misc Expenses</b>				
<b>City Planning</b>				
Telecomm	\$1,644			0%
Electricity	\$500			0%
<b>Total City Planning:</b>	<b>\$2,144</b>			<b>0%</b>
<b>Total Utilities and Misc Expenses:</b>	<b>\$2,144</b>			<b>0%</b>
<b>Employee Salary-Wages-Benefit</b>				
<b>City Planning</b>				
Salaries and Wages - FT	\$34,917	\$96,918	\$109,264	12.7%
FICA	\$2,540	\$8,383	\$9,451	12.7%
Worker's Comp	\$1,532	\$2,278	\$1,897	-16.7%
Unemployment	\$4,275			0%
Health Insurance	-\$637	\$9,982	\$11,075	10.9%
457k Retirement Contribution	\$76	\$2,908	\$3,278	12.7%
<b>Total City Planning:</b>	<b>\$42,703</b>	<b>\$120,469</b>	<b>\$134,965</b>	<b>12%</b>
<b>Total Employee Salary-Wages-Benefit:</b>	<b>\$42,703</b>	<b>\$120,469</b>	<b>\$134,965</b>	<b>12%</b>
<b>General and Admin Expense</b>				
<b>City Planning</b>				
Dues and Subscriptions		\$1,500	\$1,500	0%
Computer Software Service	\$5,014	\$1,250	\$3,500	180%
Computer Hardware Service	\$3,031	\$3,500	\$3,500	0%



Name	FY2021 Actual	FY2022 Budgeted	FY2023 Budgeted	FY2022 Budgeted vs. FY2023 Budgeted (% Change)
Office Supplies	\$930	\$500	\$500	0%
Postage and Freight	\$18	\$400	\$400	0%
Printing and Copies	\$226	\$300	\$300	0%
Food and Beverages	\$1,143	\$300	\$300	0%
Copier Services & Lease	\$1,363	\$1,500	\$2,000	33.3%
Administrative Fee	\$100			N/A
Filing Fees	\$535	\$300	\$500	66.7%
<b>Total City Planning:</b>	<b>\$12,360</b>	<b>\$9,550</b>	<b>\$12,500</b>	<b>30.9%</b>
<b>Total General and Admin Expense:</b>	<b>\$12,360</b>	<b>\$9,550</b>	<b>\$12,500</b>	<b>30.9%</b>
<b>Other Personnel Expenses</b>				
<b>City Planning</b>				
Education and Training	\$1,175	\$5,500	\$5,500	0%
Travel/Per Diem/Car Allowance	\$5,250	\$2,000	\$2,000	0%
<b>Total City Planning:</b>	<b>\$6,425</b>	<b>\$7,500</b>	<b>\$7,500</b>	<b>0%</b>
<b>Total Other Personnel Expenses:</b>	<b>\$6,425</b>	<b>\$7,500</b>	<b>\$7,500</b>	<b>0%</b>
<b>Equipment and Parts</b>				
<b>City Planning</b>				
Computer and Related	\$1,395			N/A
<b>Total City Planning:</b>	<b>\$1,395</b>			<b>0%</b>
<b>Total Equipment and Parts:</b>	<b>\$1,395</b>			<b>0%</b>
<b>Contractual and Other Services</b>				
<b>City Planning</b>				
Operational Contracts	\$6,351			0%
Planning	\$96,827	\$100,000	\$100,000	0%
Planning Billable		\$60,000	\$60,000	0%
Building Inspection	\$6,526			0%
Other Prof. Service - CMAP	\$1,194	\$1,000	\$1,000	0%
Security	\$249	\$300	\$300	0%
Web maintenance	\$658	\$750	\$750	0%
Plan Check	\$2,275			N/A
Janitorial		\$150	\$150	0%
Landscape Services			\$3,000	N/A
<b>Total City Planning:</b>	<b>\$114,080</b>	<b>\$162,200</b>	<b>\$165,200</b>	<b>1.8%</b>
<b>Total Contractual and Other Services:</b>	<b>\$114,080</b>	<b>\$162,200</b>	<b>\$165,200</b>	<b>1.8%</b>
<b>Capital Outlay</b>				
<b>City Planning</b>				
Capital Purchases/Improvements	\$30,815			N/A
<b>Total City Planning:</b>	<b>\$30,815</b>			<b>N/A</b>
<b>Total Capital Outlay:</b>	<b>\$30,815</b>			<b>N/A</b>



Name	FY2021 Actual	FY2022 Budgeted	FY2023 Budgeted	FY2022 Budgeted vs. FY2023 Budgeted (% Change)
Total Expense Objects:	\$209,922	\$299,719	\$320,165	6.8%



## Engineering (Dept. 19)

The budget for the Engineering Department (19) includes the City's "City Engineer" performed by an experienced member of the City's third years with CSG. This position oversees the City's major capital improvement projects, which included Third Street reconstruction, Fourth Street speed tables, and completing the work on the City's water system related to Well 5, Well 6 and the filtration plant. They have taken the lead with the work to design the sewer force main to Hollister.

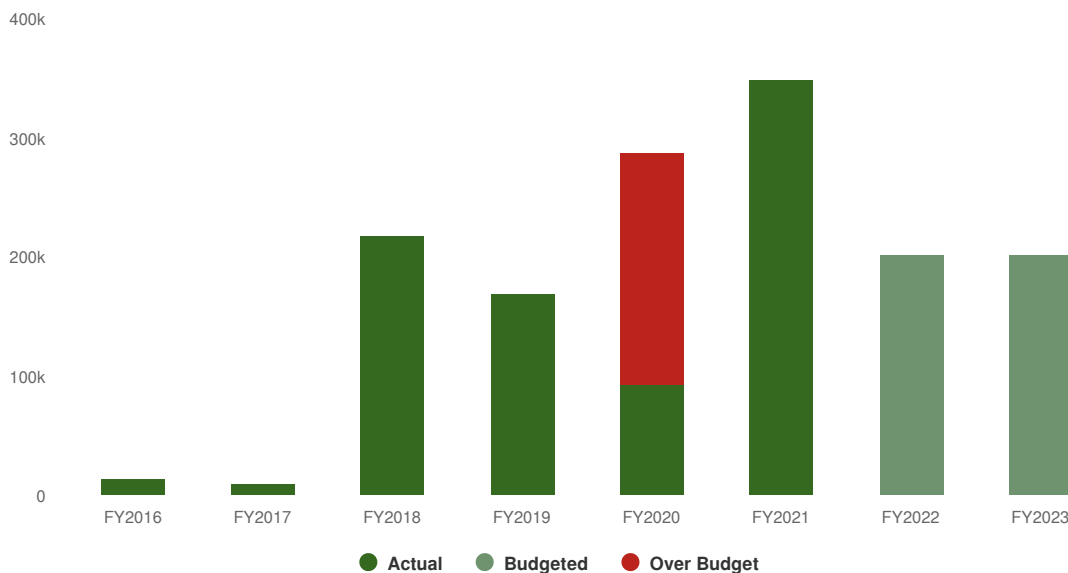
This position also accounts for the engineering review and issuing of encroachment permits. This is a critical part of the Transformation of Third Street. This position also supports the maintenance staff on informal bidding and contracting for smaller jobs including tree trimming and sidewalk repairs.

Much of the City Engineer's time is dedicated to the support needed for private developers. Weekly plan checks occur related private developers and their public improvement plans, construction inspection and general engineering consulting not related to a specific capital improvement project. (The costs of engineering design, review, project management and inspection for CIP's are accounted for in the budget for the project.).

### Expenditures Summary

**\$201,250** **\$0**  
(0.00% vs. prior year)

#### Engineering (Dept. 19) Proposed and Historical Budget vs. Actual

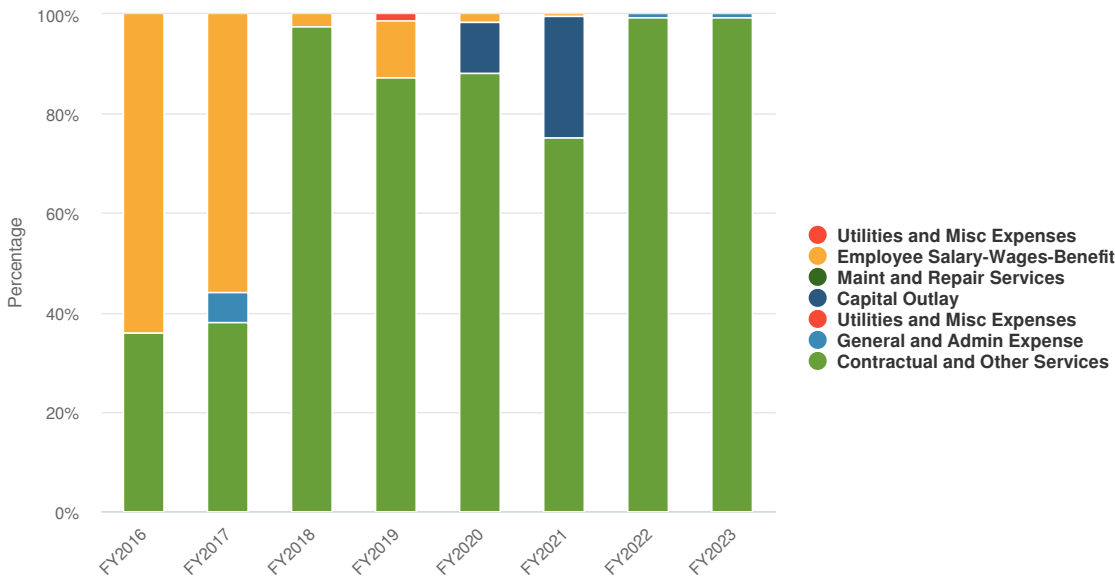


# Expenditures by Expense Type

## Budgeted Expenditures by Expense Type



## Budgeted and Historical Expenditures by Expense Type



Name	FY2021 Actual	FY2022 Budgeted	FY2023 Budgeted	FY2022 Budgeted vs. FY2023 Budgeted (% Change)
Expense Objects				
Employee Salary-Wages-Benefit				





Name	FY2021 Actual	FY2022 Budgeted	FY2023 Budgeted	FY2022 Budgeted vs. FY2023 Budgeted (% Change)
<b>City Engineering</b>				
Salaries and Wages - FT	\$1,001			0%
FICA	\$48			0%
Worker's Comp	\$73			0%
Health Insurance	\$52			0%
<b>Total City Engineering:</b>	<b>\$1,174</b>			<b>0%</b>
<b>Total Employee Salary-Wages-Benefit:</b>	<b>\$1,174</b>			<b>0%</b>
<b>General and Admin Expense</b>				
<b>City Engineering</b>				
Computer Software		\$1,250	\$1,250	0%
Office Supplies	\$47			0%
Postage and Freight	\$44			0%
<b>Total City Engineering:</b>	<b>\$91</b>	<b>\$1,250</b>	<b>\$1,250</b>	<b>0%</b>
<b>Total General and Admin Expense:</b>	<b>\$91</b>	<b>\$1,250</b>	<b>\$1,250</b>	<b>0%</b>
<b>Contractual and Other Services</b>				
<b>City Engineering</b>				
Operational Contracts	\$3,830			0%
Engineering	\$219,599	\$180,000	\$180,000	0%
Public Improv. Insp. Fee		\$5,000	\$5,000	0%
Building Inspection	\$30,245			0%
Plan Check	\$7,860	\$15,000	\$15,000	0%
<b>Total City Engineering:</b>	<b>\$261,534</b>	<b>\$200,000</b>	<b>\$200,000</b>	<b>0%</b>
<b>Total Contractual and Other Services:</b>	<b>\$261,534</b>	<b>\$200,000</b>	<b>\$200,000</b>	<b>0%</b>
<b>Capital Outlay</b>				
<b>City Engineering</b>				
Capital Purchases/Improvements	\$85,124			0%
<b>Total City Engineering:</b>	<b>\$85,124</b>			<b>0%</b>
<b>Total Capital Outlay:</b>	<b>\$85,124</b>			<b>0%</b>
<b>Utilities and Misc Expenses</b>				
<b>City Engineering</b>				
Electricity	\$500			N/A
<b>Total City Engineering:</b>	<b>\$500</b>			<b>N/A</b>
<b>Total Utilities and Misc Expenses:</b>	<b>\$500</b>			<b>N/A</b>
<b>Total Expense Objects:</b>	<b>\$348,423</b>	<b>\$201,250</b>	<b>\$201,250</b>	<b>0%</b>

