



AGENDA

CONCURRENT SPECIAL MEETING OF THE EL CERRITO PUBLIC FINANCING AUTHORITY, EMPLOYEE PENSION TRUST BOARD, AND REGULAR MEETING OF THE CITY COUNCIL JUNE 7, 2022 – 7:00 p.m.

Members:

Mayor Gabe Quinto
Mayor Pro Tem Lisa Motoyama · Councilmember Janet Abelson
Councilmember Paul Fadelli · Councilmember Tessa Rudnick

Meeting Location:

Council Chambers, 10890 San Pablo Avenue El Cerrito, CA 94530

Consistent with the Brown Act as amended by AB 361 (2021), members of the City Council, staff, presenters and the public may participate in-person at the location listed above, or remotely via zoom. **In-person attendance will be limited to available seats and designated accessible spaces only (no standing room) with chairs spaced to encourage social distancing. Masks are strongly recommended** ([full in-person protocols available here.](#))

Interested individuals can also participate or view the City Council meeting as follows:

1. Cable T.V. Broadcast on KCRT Channel 28
2. Livestream Online at www.el-cerrito.org/CouncilMeetingMaterials
3. Join Via Zoom (*Closed Captioning Available*):
<https://us06web.zoom.us/j/88694003334?pwd=V1JzRWdlIS01CdVJkQ2xrSitBaS9wUT09>
Meeting ID: 886 9400 3334 **Password:** 948473 **Dial in:** 1-408-638-0968

Each period for public comment will be announced. Public Comments may be submitted one of the following ways:

1. In-person by submitting a request to speak to the City Clerk.
2. Via Zoom using the "[Raise Hand](#)" icon to request to speak. If joining by phone, dial *9 to "raise your hand", and when prompted by the host, *6 to unmute/mute.
3. Via email to cityclerk@ci.el-cerrito.ca.us. Email must contain in the subject line **Public Comments – Not on Agenda** or **Public Comments – Agenda Item #.**

To ensure City Council receives your written comments prior to taking action, they must be received by **4:00 p.m. the day of the meeting**. All written comments received by this deadline will be provided to the City Council and posted online in advance of the meeting. Comments received after the deadline will be provided to the City Council and

included with supplemental materials **after the meeting. No written comments will be read into the record.**

7:00 P.M. ROLL CALL – CONVENE CONCURRENT SPECIAL PUBLIC FINANCING AUTHORITY, EMPLOYEE PENSION TRUST BOARD, AND REGULAR CITY COUNCIL MEETING

1. PLEDGE OF ALLEGIANCE TO THE FLAG OR OBSERVATION OF A MOMENT OF SILENCE

2. TELECONFERENCE AND PUBLIC COMMENT INSTRUCTIONS

3. COUNCIL/STAFF COMMUNICATIONS

Reports of closed session, commission appointments and informational reports on matters of general interest which are announced by the City Council and staff.

4. ORAL COMMUNICATIONS FROM THE PUBLIC

Remarks are typically limited to 3 minutes per person. The Mayor may reduce the time limit per speaker depending upon the number of speakers and may limit the total time for public comment to facilitate the completion of business on the agenda. Comments regarding non-agenda, presentation and consent calendar items will be heard first. Comments related to items appearing on the Public Hearing or Policy Matter portions of the Agenda will be heard prior to the City Council taking action on each item.

5. ADOPTION OF THE CONSENT CALENDAR

All items on the consent calendar shall be acted upon in one motion, unless a member of the City Council or staff request separate consideration.

A. Loving Day Proclamation

Action Proposed: Approve a proclamation declaring June 12, 2022 as Loving Day in the City of El Cerrito, and encourages people to reflect on the Loving family and all of the pioneers who have and will continue to fight for the civil right to love.

Contact: Alexandra Orologas, Assistant City Manager, City Management Department

B. LGBTQIA Pride Month Proclamation

Action Proposed: Approve a proclamation declaring the month of June as Lesbian, Gay, Bi-Sexual, Transgender/Transsexual, Queer/Questioning, Intersex and Agender/Asexual (LGBTQIA) Pride month in the City of El Cerrito and recognize Pride Month by flying the Progress Pride flag at City Hall during the month of June.

Contact: Alexandra Orologas, Assistant City Manager, City Management Department

C. Anti-Asian American and Pacific Islander (AAPI) Racism Resolution

Action Proposed: At the request of Mayor Quinto, adopt a resolution condemning all hate against Asian American and Pacific Islander individuals and communities.

Contact: Holly M. Charl  ty, City Clerk, City Management

D. Approve an Economic Development Committee (EDC) recommendation to reappoint member Rachel Melby, effective June 7, 2022.

Action Proposed: Approve an Economic Development Committee recommendation to reappoint member Rachel Melby, effective June 7, 2022.

Contact: Aissia Ashoori, Senior Program Manager/EDC Staff Liasion, Community Development Department

E. Second Reading and Adoption of an Ordinance of the City of El Cerrito establishing a Military Equipment Use Policy
1st Reading 5/17/2022

Action Proposed: Pass a motion to waive the second reading and adopt Ordinance 2022-01 establishing a Military Equipment Use Policy.

Contact: Holly M. Charl  ty, City Clerk, City Management

F. Adoption of a Resolution Authorizing an Agreement with the City of Richmond for Police Dispatch Services

Action Proposed: Adopt a resolution authorizing the City Manager or her designee to enter into an agreement with the City of Richmond for the provision of police dispatch services from July 1, 2022 to June 30, 2027 in an amount not to exceed \$4,228,080.

Contact: Paul Keith, Chief of Police, Police Department

G. Adoption of a Resolution to Approve the Purchase of Self-Contained Breathing Apparatus Air Compressor from Bauer Compressors

Action Proposed: Adopt a Resolution to authorize the City Manager to execute a contract for the purchase of a replacement self-contained breathing apparatus air compressor from Bauer Compressors in an amount not to exceed \$53,000.

Contact: Jose Castrejon, Interim Fire Chief, Fire Department

6. PRESENTATIONS

A. Marin Clean Energy (MCE) Programs and Resources

Action Proposed: Receive and file a presentation from Marin Clean Energy regarding programs and discounts available for residents and small businesses.

Contact: Mariela Herrick, Community Development Manager, Marin Clean Energy

7. PUBLIC HEARINGS

8. POLICY MATTERS

**A. CITY COUNCIL/PUBLIC FINANCING AUTHORITY/EMPLOYEE PENSION TRUST BOARD ITEM
Proposed Fiscal Year 2022-23 Budget**

Action Proposed: Receive and file a presentation on the Draft Proposed FY 2022-23 City Budget and provide direction to staff as necessary.

Contact: Karen Pinkos, City Manager, City Management; Sandra Dalida, Finance Director/City Treasurer, Finance Department

9. CITY COUNCIL LOCAL & REGIONAL LIAISON ASSIGNMENTS

Mayor and City Council communications regarding local and regional liaison assignments and committee reports.

10. ADJOURN REGULAR CITY COUNCIL MEETING

The next regularly scheduled City Council meeting is Tuesday, June 21, 2022 at 7:00 p.m.

11. SUPPLEMENTAL MATERIALS

The City of El Cerrito serves, leads and supports our diverse community by providing exemplary and innovative services, public places and infrastructure, ensuring public safety and creating an economically and environmentally sustainable future.

- Council Meetings can be heard live on FM Radio, KECG – 88.1 and 97.7 FM and viewed live on Cable TV - KCRT- Channel 28. The meetings are rebroadcast on Channel 28 the following Thursday and Monday at 12 noon, except on holidays. Live and On-Demand Webcast of the Council Meetings can be accessed from the City's website <http://www.el-cerrito.org/CouncilMeetingMaterials> and is streamed with closed caption. Copies of the agenda bills and other written documentation relating to

items of business referred to on the agenda are on file and available for public inspection in the Office of the City Clerk, at the El Cerrito Library and posted on the City's website at www.el-cerrito.org prior to the meeting.

- In compliance with the Americans with Disabilities Act, if you need special assistance to participate in this meeting, please contact the City Clerk, 510-215-4305. Notification 48 hours prior to the meeting will enable the City to make reasonable arrangements to ensure accessibility to this meeting. (28 CFR 35.102-35.104 ADA Title I).
- ***The Deadline for agenda items and communications*** is eight days prior to the next meeting by 12 noon, City Clerk's Office, 10890 San Pablo Avenue, El Cerrito, CA. Tel: 510-215-4305, email cityclerk@ci.el-cerrito.ca.us
- IF YOU CHALLENGE A DECISION OF THE CITY COUNCIL IN COURT, YOU MAY BE LIMITED TO RAISING ONLY THOSE ISSUES YOU OR SOMEONE ELSE RAISED AT THE COUNCIL MEETING. ACTIONS CHALLENGING CITY COUNCIL DECISIONS SHALL BE SUBJECT TO THE TIME LIMITATIONS CONTAINED IN CODE OF CIVIL PROCEDURE SECTION 1094.6.
- The City Council believes that late night meetings deter public participation, can affect the Council's decision-making ability, and can be a burden to staff. City Council Meetings shall be adjourned by 11:00 p.m., unless extended to a specific time determined by a majority of the Council.

EL CERRITO CITY COUNCIL PROCLAMATION
Recognizing June 12, 2022 as Loving Day in the City of El Cerrito

WHEREAS, Mildred and Richard Loving were arrested in 1958 for violating Virginia's felony law prohibiting interracial marriage; and

WHEREAS, the Loving family was convicted of violating the law and given a suspended sentence provided that they did not return to their home in the Commonwealth of Virginia as a couple for 25 years; and

WHEREAS, the Loving family did not back down but took their case to the United States Supreme Court and won, overturning their conviction and creating a landmark civil rights victory; and

WHEREAS, their case *Loving v Virginia* (1967) ended all laws prohibiting interracial marriage nationwide, paving the way for all consenting adults to marry the one they love; and

WHEREAS, our country, state and region are moving forward in the 21st Century as a multiracial and multicultural society; and

WHEREAS, an annual celebration known as Loving Day is held on June 12 in communities throughout the nation to commemorate and celebrate the anniversary of the 1967 Supreme Court decision; and

WHEREAS, the City of El Cerrito joins other communities to find a common vision from our interwoven past to build a society free of racism for the benefit of our collective future.

NOW THEREFORE, the City Council of the City of El Cerrito does hereby declare June 12, 2022 as Loving Day in the City of El Cerrito and invites everyone to recognize this day as a celebration of multiculturalism, and to reflect on the Loving family and all the pioneers who have and will continue to fight for the civil right to love.

Dated: June 7, 2022

Gabe Quinto, Mayor

EL CERRITO CITY COUNCIL PROCLAMATION
Recognizing June as LGBTQIA Pride Month in the City of El Cerrito

WHEREAS, the City of El Cerrito has a diverse Lesbian, Gay, Bisexual, Transgender/Transsexual, Queer/Questioning, Intersex and Agender/Asexual (LGBTQIA) community and is committed to supporting visibility, dignity, and equity for all people in the community; and

WHEREAS, many of the residents, students, city employees, and business owners within the City of El Cerrito who contribute to the enrichment of our City are a part of the Lesbian, Gay, Bisexual, Transgender/Transsexual, Queer/Questioning, Intersex and Agender/Asexual community; and

WHEREAS, various advancements have been made with respect to equitable treatment of Lesbian, Gay, Bisexual, Transgender/Transsexual, Queer/Questioning, Intersex and Agender/Asexual persons throughout the nation, but there continues to be some opposition against people from this community and around the world making it important for cities like El Cerrito to stand up and show support for our residents who are affected; and

WHEREAS, several cities across the United States recognize and celebrate June as LGBTQIA Pride Month; and

WHEREAS, June has become a symbolic month in which Lesbian, Gay, Bisexual, Transgender/Transsexual, Queer/Questioning, Intersex and Agender/Asexual people and supporters come together in various celebrations of pride; and

WHEREAS, the rainbow flag, also known as the LGBTQIA pride flag or gay pride flag, has been used since the 1970s as a symbol of Lesbian, Gay, Bisexual, Transgender/Transsexual, Queer/Questioning, Intersex and Agender/Asexual pride and LGBTQIA social movements; and

WHEREAS, since 2013 the rainbow flag has been flown at City Hall throughout the month of June to symbolize the City's celebration of diversity and support for the Lesbian, Gay, Bisexual, Transgender/Transsexual, Queer/Questioning, Intersex and Agender/Asexual community; and

WHEREAS, the Progress Pride Flag was designed in 2018, adding a 5-colored chevron to the LGBTQIA Rainbow Flag to place a greater emphasis on inclusion and progression.

NOW THEREFORE, the City Council of the City of El Cerrito does hereby declare the month of June as LGBTQIA Pride month in the City of El Cerrito and invites everyone to reflect on ways we all can live and work together with a commitment to mutual respect and understanding, and further, recognizes Pride Month by flying the Progress Pride Flag at City Hall during the month of June.

Dated: June 7, 2022

Gabe Quinto, Mayor

RESOLUTION 2022-XX

CONDEMNING ALL HATE AGAINST ASIAN AMERICAN AND PACIFIC ISLANDER (AAPI) INDIVIDUALS AND COMMUNITIES AND AFFIRMING THE CITY OF EI CERRITO'S COMMITMENT TO THE WELL-BEING AND SAFETY OF ASIAN PACIFIC ISLANDER COMMUNITIES

WHEREAS, racism should have no place in the City of El Cerrito, which is committed to building an inclusive and equitable community for all; and

WHEREAS, "Asian American and Pacific Islander" and "AAPI" encompass an inclusive coalition of Asian Americans, Pacific Islanders and other individuals of Asian heritage in the United States, standing together from more than 50 ethnic groups, speaking over 100 languages and representing diverse histories, cultures, identities and modern-day experiences; and

WHEREAS, twenty-three million Asian Americans and Pacific Islanders account for seven percent of the Nation's population in the United States; and

WHEREAS, over twenty-eight percent of El Cerrito residents claim Asian American or Pacific Islander heritage; and

WHEREAS, our nation must reckon with a long history of racism and injustice towards AAPI people and communities; and

WHEREAS, over two million Asian Americans and Pacific Islanders are working on the frontlines of this COVID-19 pandemic in health care, law enforcement, first responders, transportation, supermarkets, and other service industries; and

WHEREAS, AAPI individuals are disproportionately represented among the victims of COVID-19 and essential workers during the pandemic, as exemplified by Filipino American nurses, who make up 4% of registered nurses in the United States but 31.5% of the nurses who have died because of COVID-19 and related complications, and stigmatization and discrimination have exacerbated the economic damage caused by COVID-19 to AAPI businesses; and

WHEREAS, the recent and sustained surge in AAPI hate incidents is a manifestation of the continuing systemic racism and xenophobia against AAPI individuals in the United States, and it is unacceptable; and

WHEREAS, we were shocked and devastated by the murders in the area of Atlanta, GA on March 16, 2021 of eight of our fellow Americans, six of whom were AAPI women, and this violence made painfully clear that AAPI women are especially vulnerable to being dehumanized; and

WHEREAS, an act of AAPI hate may target one person physically yet cause damage, psychologically and socially, to every person who shares the same identity; and

WHEREAS, the cause of justice and equality is shared by the AAPI community with all people whose rights are denied and whose voices are unheard, in solidarity with individuals from every walk of life who identify as Black, Latinx and Indigenous, LGBTQIA and feminist, immigrants and refugees, and people with disabilities, because our collective efforts to secure justice and equality advance the fundamental rights of all people.

NOW THEREFORE, BE IT RESOLVED by the City Council of the City of El Cerrito that it:

1. Condemns all hate against AAPI individuals and communities, opposes all expressions of AAPI hate and all actions that manifest racism, discrimination, misogyny, xenophobia or intolerance in our community.
2. The City of El Cerrito joins cities, counties, and states across the country in affirming its commitment to the safety and well-being of citizens, non-citizens and visitors with ancestry from the Asia Pacific region and in combating racist acts targeting APIs.
3. The City Council encourages the City to partner with community-based organizations, advocacy groups, as well as other appropriate officials and agencies across the county, to protect AAPI residents and victims of discrimination and to curb hate acts for other groups, including, but not limited to, Black, Latinx, Indigenous, Muslim, Jewish, and LGBTQIA communities, and people with disabilities.
4. The City calls upon all counties, cities, and local governments across the United States to adopt similar commitments to reaffirm their solidarity with AAPI communities and commit to combating hate and improving health equity.

BE IT FURTHER RESOLVED that this resolution shall become effective immediately upon passage and adoption.

I CERTIFY that at a regular meeting on June 7, 2022 the City Council of the City of El Cerrito passed this Resolution by the following vote:

AYES:	COUNCILMEMBERS:
NOES:	COUNCILMEMBERS:
ABSTAIN:	COUNCILMEMBERS:
ABSENT:	COUNCILMEMBERS:

IN WITNESS of this action, I sign this document and affix the corporate seal of the City of El Cerrito on June _____, 2022.

Holly M. Charl  ty, City Clerk

APPROVED:

Gabe Quinto, Mayor



AGENDA BILL

Agenda Item No. 5.D.

Date: June 7, 2022
To: El Cerrito City Council
From: Aissia Ashoori, Senior Program Manager/EDC Staff Liaison, Community Development Department
Subject: Approve an Economic Development Committee (EDC) recommendation to reappoint member Rachel Melby, effective June 7, 2022.

ACTION PROPOSED

Approve an Economic Development Committee recommendation to reappoint member Rachel Melby, effective June 7, 2022.

BACKGROUND/ANALYSIS

Rachel Melby has been an El Cerrito resident for eight years and has served on the EDC since 2020. She is currently a Content Marketing Manager at Forter, Inc. Mrs. Melby is very active in the community as a member of the Chamber of Commerce and engages with residents/businesses through her social media platforms.

Mrs. Melby has demonstrated through her participation in EDC meetings and events that she is committed to economic prosperity, which is aligned with the mission of EDC and adds value to community involvement.

The Economic Development Committee voted unanimously to recommend reappointing her at its regular meeting on May 16, 2022.

If the City Council approves this recommendation for reappointment, the number of committee members will be 9 out of a possible membership total of 15, as established by Resolution 2013-66.

STRATEGIC PLAN CONSIDERATIONS

The recommended appointment fulfills the City's Strategic Plan Goal C: Deepen a sense of place and community identity.

ENVIRONMENTAL CONSIDERATIONS

This section is not applicable to this agenda item.

FINANCIAL CONSIDERATIONS

This section is not applicable to this agenda item.

LEGAL CONSIDERATIONS

This section is not applicable to this agenda item.

Reviewed by:

A handwritten signature in blue ink, appearing to read "Karen Pinkos".

Karen Pinkos, City Manager

Attachments:

Application(s) on file with the City Clerk

ORDINANCE NO. 2022-01

AN ORDINANCE OF THE CITY OF EL CERRITO ADOPTING A MILITARY EQUIPMENT USE POLICY

WHEREAS, on September 30, 2021, Governor Gavin Newsom signed into law Assembly Bill 481 relating to the use of military equipment by California law enforcement agencies; and

WHEREAS, Assembly Bill 481 seeks to provide transparency, oversight, and an opportunity for meaningful public input on decisions regarding whether and how military equipment is funded, acquired, or used by law enforcement agencies; and

WHEREAS, Assembly Bill 481, codified at California Government Code section 7070, et. seq., requires law enforcement agencies to obtain approval of the applicable governing body, by an ordinance adopting a “military equipment” use policy, at a regular meeting held pursuant to open meeting laws, prior to taking certain actions relating to the funding, acquisition, or use of military equipment. The term “military equipment” is defined in California Government Code section 7070 subdivision (c); and

WHEREAS, the El Cerrito Police Department is in possession of certain items of equipment that may qualify as “military equipment” under Assembly Bill 481; and

WHEREAS, Assembly Bill 481 requires that a law enforcement agency possessing and using such qualifying equipment prepare a publicly released, written, military equipment use policy; and

WHEREAS, Assembly Bill 481 allows the governing body of a city to approve the military equipment use policy for continued or future funding, acquisition, or use of military equipment within its jurisdiction only if it makes the specified determinations; and

WHEREAS, the military equipment use policy and supporting information must, upon adoption by ordinance, thereafter be reviewed and renewed by the governing body at least annually. The process for review and renewal is set forth in Section 4 of this ordinance.; and

WHEREAS, the proposed military equipment use policy has been prepared by the El Cerrito Police Department as “Military Equipment Funding, Acquisition and Use Policy” (sometimes hereafter referred to as “the Policy”); and

WHEREAS, the El Cerrito Police Department’s Military Equipment Funding, Acquisition and Use Policy was published on the El Cerrito Police Department’s internet website on April 11, 2022 in compliance with Government Code Section 7071 subdivision (b); and

WHEREAS, the El Cerrito Police Department’s Military and Equipment Funding, Acquisition and Use Policy was presented to City Council on May 17, 2022; and

WHEREAS, the El Cerrito Police Department’s Military Equipment Funding, Acquisition and Use Policy meets the requirements of California Government Code Section 7070 subdivision (d); and

WHEREAS, the City Council of the City of El Cerrito, having received the information required under Assembly Bill 481 regarding the El Cerrito Police Department's use of military equipment as defined in said law, and makes the specified determinations required under Government Code section 7071 subdivision (d), deems it to be in the interest of the City to approve the El Cerrito Police Department's Military Equipment Funding, Acquisition and Use Policy, which is attached to this ordinance.

NOW THEREFORE, THE CITY COUNCIL OF THE CITY OF EL CERRITO DOES HEREBY ORDAIN AS FOLLOWS:

Section 1: Incorporation of Recitals. The City Council finds that the above Recitals are true and correct and are incorporated herein by reference.

Section 2: Determinations. Based on the findings above, in addition to information provided to the City Council at the public meeting, the City Council determines as follows:

1. The El Cerrito Police Department's Military Equipment Funding, Acquisition and Use Policy, including the military equipment listed in an attachment to the Policy, is necessary because there are no reasonable alternatives that can achieve the same objectives of officer and civilian safety.
2. The El Cerrito Police Department's Military Equipment, Funding, Acquisition and Use Policy will safeguard the public's welfare, safety, civil rights, and civil liberties.
3. The military equipment identified in the El Cerrito Police Department's Military Equipment, Funding, Acquisition and Use Policy is reasonably cost effective compared to available alternatives that can achieve the same objectives of officer and civilian safety.
4. Prior military equipment uses by the El Cerrito Police Department complied with the military equipment use policy although it was not yet in effect at the time, or if prior uses did not comply with the accompanying military equipment use policy, corrective action has been taken to remedy non-conforming uses and ensure future compliance.

Section 3: Approval of Military Equipment Use Policy. The El Cerrito Police Department's Military Equipment Funding, Acquisition, and Use Policy setting forth the City's military equipment use policy is approved and adopted.

Section 4: Annual Review and Renewal of Military Equipment Use Policy.

- A. In compliance with Government Code section 7071(e), the City Council shall review this ordinance at least annually and vote on whether to renew this ordinance at a regular meeting. The City Council shall vote by resolution on whether to renew this ordinance and whether to approve amendments to the Military Equipment Funding, Acquisition, and Use Policy, including the list of military equipment attached to the Policy.
- B. The City Council shall determine, based on the annual military equipment report submitted pursuant to Government Code section 7072, whether each type of military equipment identified in that report has complied with the standards for

approval set forth in Section 2 of this ordinance and Government Code section 7071(d). The City Council's determination shall be set forth in the resolution referred to in subsection (A) above.

C. If the City Council determines that a type of military equipment identified in that annual military equipment report has not complied with the standards for approval set forth in Section 2 of this ordinance and Government Code section 7071(d), the City Council shall either disapprove a renewal of the authorization for that type of military equipment or require modifications to the military equipment use policy in a manner that will resolve the lack of compliance. Disapproval of renewal of the authorization for a noncompliant type of military equipment and modifications to the Policy to resolve an identified lack of compliance shall be by the resolution referred to in subsection (A) above.

D. If the City Council determines not to renew this ordinance, it shall do so by the adoption of an ordinance.

Section 5: Severability. If any section, subsection, sentence, clause or phrase of this chapter is for any reason held to be invalid or unconstitutional by a decision of any court of competent jurisdiction, such decision shall not affect the validity of the remaining portions of this chapter. The city council hereby declares that it would have passed the ordinance codified in this chapter, and each and every section, subsection, sentence, clause or phrase not declared invalid or unconstitutional without regard to whether any portion of this chapter would be subsequently declared invalid or unconstitutional.

Section 6: Effective Date. This Ordinance shall take effect and be enforced thirty days after the date of its adoption. Prior to the expiration of fifteen days from the passage thereof, the ordinance or a summary thereof shall be posted or published as may be required by law, and thereafter the same shall be in full force and effect.

THE FOREGOING ORDINANCE was introduced at a regular meeting of the City Council on May 17, 2022 and passed by the following vote:

AYES:	Mayor Quinto; Mayor Pro Tem Motoyama; Councilmembers Abelson, Fadelli, and Rudnick
NOES:	None
ABSENT:	None
ABSTAIN:	None

ADOPTED AND ORDERED published at a regular meeting of the City Council held on June 7, 2022 and passed by the following vote:

AYES:	Councilmembers
NOES:	Councilmembers
ABSENT:	Councilmembers
ABSTAIN:	Councilmembers

APPROVED:

Gabe Quinto, Mayor

ATTEST:

Holly M. Charléty, City Clerk

ORDINANCE CERTIFICATION

I, Holly M. Charléty, City Clerk of the City of El Cerrito, do hereby certify that this Ordinance is the true and correct original Ordinance No. 2022-01 of the City of El Cerrito; that said Ordinance was duly enacted and adopted by the City Council of the City of El Cerrito at a meeting of the City Council held on the 7th day of June, 2022; and that said Ordinance has been published and/or posted in the manner required by law.

WITNESS my hand and the Official Seal of the City of El Cerrito, California, this _
_____ day of June, 2022.

Holly M. Charléty, City Clerk

Military Equipment

707.1 PURPOSE AND SCOPE

The purpose of this policy is to provide guidelines for the approval, acquisition, and reporting requirements of military equipment (Government Code § 7070; Government Code § 7071; Government Code § 7072).

707.1.1 DEFINITIONS

Definitions related to this policy include (Government Code § 7070):

Governing body – The elected or appointed body that oversees the Department.

Military equipment – Includes but is not limited to the following:

- Unmanned, remotely piloted, powered aerial or ground vehicles.
- Mine-resistant ambush-protected (MRAP) vehicles or armored personnel carriers.
- High mobility multipurpose wheeled vehicles (HMMWV), two-and-one-half-ton trucks, five-ton trucks, or wheeled vehicles that have a breaching or entry apparatus attached.
- Tracked armored vehicles that provide ballistic protection to their occupants.
- Command and control vehicles that are either built or modified to facilitate the operational control and direction of public safety units.
- Weaponized aircraft, vessels, or vehicles of any kind.
- Battering rams, slugs, and breaching apparatuses that are explosive in nature. This does not include a handheld, one-person ram.
- Firearms and ammunition of .50 caliber or greater, excluding standard-issue shotguns and standard-issue shotgun ammunition.
- Specialized firearms and ammunition of less than .50 caliber, including firearms and accessories identified as assault weapons in Penal Code § 30510 and Penal Code § 30515, with the exception of standard-issue firearms.
- Any firearm or firearm accessory that is designed to launch explosive projectiles.
- Noise-flash diversionary devices and explosive breaching tools.
- Munitions containing tear gas or OC, excluding standard, service-issued handheld pepper spray.
- TASER® Shockwave, microwave weapons, water cannons, and long-range acoustic devices (LRADs).
- Kinetic energy weapons and munitions.
- Any other equipment as determined by a governing body or a state agency to require additional oversight.

El Cerrito Police Department

El Cerrito PD Policy Manual

Military Equipment

707.2 POLICY

It is the policy of the El Cerrito Police Department that members of this department comply with the provisions of Government Code § 7071 with respect to military equipment.

707.3 MILITARY EQUIPMENT COORDINATOR

The Chief of Police should designate a member of this department to act as the military equipment coordinator. The responsibilities of the military equipment coordinator include but are not limited to:

- (a) Acting as liaison to the governing body for matters related to the requirements of this policy.
- (b) Identifying department equipment that qualifies as military equipment in the current possession of the Department, or the equipment the Department intends to acquire that requires approval by the governing body.
- (c) Conducting an inventory of all military equipment at least annually.
- (d) Collaborating with any allied agency that may use military equipment within the jurisdiction of El Cerrito Police Department (Government Code § 7071).
- (e) Preparing for, scheduling, and coordinating the annual community engagement meeting to include:
 - 1. Publicizing the details of the meeting.
 - 2. Preparing for public questions regarding the department's funding, acquisition, and use of equipment.
- (f) Preparing the annual military equipment report for submission to the Chief of Police and ensuring that the report is made available on the department website (Government Code § 7072).
- (g) Establishing the procedure for a person to register a complaint or concern, or how that person may submit a question about the use of a type of military equipment, and how the Department will respond in a timely manner.

707.4 MILITARY EQUIPMENT INVENTORY

The following constitutes a list of qualifying equipment for the Department

[ECPD Military Equipment Report March 2022](#)

707.5 APPROVAL

The Chief of Police or the authorized designee shall obtain approval from the governing body by way of an ordinance adopting the military equipment policy. As part of the approval process, the Chief of Police or the authorized designee shall ensure the proposed military equipment policy is submitted to the governing body and is available on the department website at least 30 days prior to any public hearing concerning the military equipment at issue (Government Code § 7071). The military equipment policy must be approved by the governing body prior to engaging in any of the following (Government Code § 7071):

El Cerrito Police Department

El Cerrito PD Policy Manual

Military Equipment

- (a) Requesting military equipment made available pursuant to 10 USC § 2576a.
- (b) Seeking funds for military equipment, including but not limited to applying for a grant, soliciting or accepting private, local, state, or federal funds, in-kind donations, or other donations or transfers.
- (c) Acquiring military equipment either permanently or temporarily, including by borrowing or leasing.
- (d) Collaborating with another law enforcement agency in the deployment or other use of military equipment within the jurisdiction of this department.
- (e) Using any new or existing military equipment for a purpose, in a manner, or by a person not previously approved by the governing body.
- (f) Soliciting or responding to a proposal for, or entering into an agreement with, any other person or entity to seek funds for, apply to receive, acquire, use, or collaborate in the use of military equipment.
- (g) Acquiring military equipment through any means not provided above.

707.6 COORDINATION WITH OTHER JURISDICTIONS

Military equipment should not be used by any other law enforcement agency or member in this jurisdiction unless the military equipment is approved for use in accordance with this policy.

707.7 ANNUAL REPORT

Upon approval of a military equipment policy, the Chief of Police or the authorized designee should submit a military equipment report to the governing body for each type of military equipment approved within one year of approval, and annually thereafter for as long as the military equipment is available for use (Government Code § 7072).

The Chief of Police or the authorized designee should also make each annual military equipment report publicly available on the department website for as long as the military equipment is available for use. The report shall include all information required by Government Code § 7072 for the preceding calendar year for each type of military equipment in department inventory.

707.8 COMMUNITY ENGAGEMENT

Within 30 days of submitting and publicly releasing the annual report, the Department shall hold at least one well-publicized and conveniently located community engagement meeting, at which the Department should discuss the report and respond to public questions regarding the funding, acquisition, or use of military equipment.

707.9 COMPLAINT PROCESS

Members of the public may register complaints, feedback, or concerns or submit questions about the use of each specific type of military equipment in this policy by any of the following means:

Email: Investigations@ci.el-cerrito.ca.us

El Cerrito Police Department

El Cerrito PD Policy Manual

Military Equipment

Phone: (510) 215-4400

Mail: El Cerrito Police Department, Attn: Military Equipment Use Coordinator, 10900 San Pablo Ave., El Cerrito, CA 94530

The Department is committed to responding to complaints, feedback, concerns and/or questions received through any of the above methods in a timely manner.

Attachments

Equipment Report V3.pdf

**El Cerrito Police Department
Military Equipment Inventory
Policy 707
March 31, 2022**

Equipment Owned, Sought and/or Maintained by El Cerrito Police Department

Unmanned Aerial Vehicles – Govt. Code 7070(c)(1)

DJI Mavic Pro – Aerial Drone

Quantity: 1

Cost: \$1,300

Annual Maintenance: \$20

Description: Small, commercially available drone, equipped with a camera.

Description from the manufacturer's website: "The DJI Mavic Pro is DJI's smallest flying camera, featuring a fully stabilized camera, Intelligent Flight Modes, and Obstacle Avoidance inside a revolutionary folding design. It captures 4K videos and 12-megapixel videos."

Use: Overhead Photography and Searches

Lifespan: 3 years

Training/Certification Required: Federal Aviation Administration Certification, POST Unmanned Aircraft Systems Basic Pilots Course – 32 hours

Policy #607 – Unmanned Aerial Systems (UAS) Operations

DJI Mavic 2 Enterprise Advanced – Aerial Drone

Quantity Sought: 1

Cost: \$6,100

Annual Maintenance: \$100

Description: Small, commercially available drone, equipped with dual thermal and visual cameras.

Description from the manufacturer's website: "Capture accurate details in any mission with the Mavic 2 Enterprise Advanced – a highly versatile yet compact tool that packs a whole lot of performance upgrades. With high-resolution thermal and visual cameras, the M2EA supports up to 32X digital zoom and is capable of centimeter-level positioning accuracy with the RTK module. Provide incident commanders with accurate, real-time insights as missions unfold, empowering decisions to be made with confidence. Rapidly and remotely map, document, and preserve crime scenes, vehicle collisions, and more, while simultaneously keeping operators from harm's way."

Use: Overhead Photography and Searches

Lifespan: 5 years

Training/Certification Required: Federal Aviation Administration Certification, POST Unmanned Aircraft Systems Basic Pilots Course – 32 hours

Policy #607 – Unmanned Aerial Systems (UAS) Operations

Command and Control Vehicles – Govt. Code 7070(c)(5)

Ford Transit Panel Van – Incident Command Vehicle

Quantity: 1

Cost: \$52,000

Annual Maintenance: \$1,000

Description: Large, commercially available cargo van, outfitted with desk, chairs and cabinets.
Description from the manufacturer's website: "Ford Transit Cargo Van offers plenty of cargo space for installing racks and bins as well as convenient storage of tools, supplies, equipment and more."

Use: Planning and coordination space for major events, critical incidents, and major criminal investigations.

Lifespan: 10 years

Training/Certification Required: California Driver's License

Policy #704 – Vehicle Use

Specialized Firearms – Govt. Code 7070(c)(10)

Heckler and Koch MP5 Submachine Gun

Quantity: 2

Cost: \$2,000 each

Annual Maintenance: \$10

Description: Automatic sub-machinegun, 9mm caliber, stock configuration

Description from the manufacturer's website: "The 9 mm MP5 submachine gun uses the same delayed blowback operating system found on the famous HK G3 automatic rifle. Reliability, accuracy, ease of handling, simple maintenance, and safety — all the elements of HK excellence are highlighted on the MP5. Firing from the closed-bolt position in all modes of fire make MP5 submachine guns extremely accurate and controllable."

Use: Compact alternate weapon for SWAT Team members.

Lifespan: 25 years

Training/Certification Required: SWAT School – 80 hours, Tactical/Patrol Rifle Course – 24 hours

Policy #300 – Use of Force, Policy #306 – Firearms, Policy #417 Patrol Rifle

Gas Based Projectiles – Govt. Code 7070(c)(12)

Defense Technology Han-Ball CS (Tear Gas Canister)

Quantity: 8

Cost: \$20 each

Annual Maintenance: \$0

Description: Hand thrown Tear Gas Canister. Tear gas is a crowd control agent that causes irritation to the eyes, mouth, and skin.

Description from the manufacturer's website: "The Han-Ball™ CS Grenade is an outdoor use grenade expelling its payload in approximately 15-20 seconds. The rubber ball round has an overall size of 4.8 in. tall, including the fuse head, and 3.1 in. diameter. This launchable grenade holds approximately 1.6 oz. of active agent which is expelled through three ports around the equator of the ball."

Use: Crowd Control and Training for Academy Recruits
Lifespan: 5 years
Training/Certification Required: Chemical Munitions
Policy #300 – Use of Force, Policy #303 – Control Devices and Techniques, Policy #433 – First Amendment Assemblies

Projectile Launch Platforms and Munitions – Govt. Code 7070(c)(14)

Remington Model 870 Shotgun
Quantity: 6
Cost: \$1,075 each
Annual Maintenance: \$10
Description: Standard shotgun outfitted with orange stock, orange fore end, and sling. Ammunition is Drag Stabilized Beanbag rounds.
Description from the manufacturer's website: "Pump-action shotgun design - the ultimate in strength, durability, silky-smooth bind-free action, and sleek classical lines"
Use: Less lethal impact weapon. Provides user the ability to deploy a kinetic weapon at a distance. Allows the user to remain behind cover or in a safe position while engaging actively violent and dangerous subjects.
Lifespan: 25 years
Training/Certification Required: Department Use of Force Training
Policy #300 – Use of Force, Policy #303 – Control Devices and Techniques, Policy #306 – Firearms, Policy #433 – First Amendment Assemblies

Defense Technology 1325 40mm Launcher
Quantity: 3
Cost: \$2,250
Annual Maintenance: \$10
Description: A single shot launcher for use with specialty munitions. Ammunition can be sponge, marking sponge, or pepper powder sponge rounds.
Description from the manufacturer's website: "Manufactured exclusively for Defense Technology®, the 40LMTS is a tactical single shot launcher that features an expandable ROGERS Super Stoc and an adjustable Integrated Front Grip (IFG) with light rail. The 40LMTS will fire standard 40mm less lethal ammunition, up to 4.8" in cartridge length."
Use: Less lethal impact weapon. Provides user the ability to deploy a kinetic weapon at a distance. Allows the user to remain behind cover or in a safe position while engaging actively violent and dangerous subjects.
Lifespan: 25 years
Training/Certification Required: Department Use of Force Training
Policy #300 – Use of Force, Policy #303 – Control Devices and Techniques, Policy #306 – Firearms, Policy #433 – First Amendment Assemblies

Defense Technology 1440 40mm 4-shot Launcher

Quantity: 1

Cost: \$4,000

Annual Maintenance: \$10

Description: A four shot launcher, for use with specialty munitions. Ammunition can be sponge, marking sponge, or pepper powder sponge rounds.

Description from the manufacturer's website: "Designed for riot and tactical situations, the Defense Technology® 1440 40mm Tactical 4-Shot Launcher is low-profile and lightweight, providing multi-shot capability in an easy to carry launcher. It features the Rogers Super Stoc™ expandable gun stock, an adjustable Picatinny mounted front grip, and a unique direct-drive system to advance the magazine cylinder."

Use: Less lethal impact weapon. Provides user the ability to deploy a kinetic weapon at a distance. Allows the user to remain behind cover or in a safe position while engaging actively violent and dangerous subjects.

Lifespan: 25 years

Training/Certification Required: Department Use of Force Training

Policy #300 – Use of Force, Policy #303 – Control Devices and Techniques, Policy #306 – Firearms, Policy #433 – First Amendment Assemblies

FN America 303 Mk2 Less-Lethal Launcher

Quantity Sought: 12

Cost: \$1,750 each

Annual Maintenance: \$50

Description: A 15 round, CO2 powered, launcher system. Primary ammunition is paint or OC based weighted projectiles. Equipped with a Patrol Optic. Not a firearm.

Description from the manufacturer's website: "Built from lightweight, rugged polymer and driven by a compressed CO₂ air tank, the FN 303® Mk2 upgrades FN's less lethal technology for today's officers, delivering increased accuracy with new, adjustable flip up metal sights and a MIL-STD 1913 top rail for optical or red dot sights. The fin-stabilized projectiles deliver optimum accuracy with maximum effectiveness and safety. Officers can quickly change from inert, marking, impact or irritant projectiles, with a clear view of the projectile type and remaining count in the magazine."

Use: Less lethal impact weapon. Provides user the ability to deploy a kinetic weapon at a distance. Allows user to remain behind cover or in a safe position while engaging actively violent and dangerous subjects.

Lifespan: 15 years

Training/Certification Required: Department Use of Force Training

Policy #300 – Use of Force, Policy #303 – Control Devices and Techniques, Policy #433 – First Amendment Assemblies

FN 303 Washable Paint Less-Lethal Projectiles

Quantity Sought: 450

Cost: \$4 each

Annual Maintenance: \$0

Description: A plastic weighted projectile containing washable paint.

Description from the manufacturer: "This projectile is intended for training and for marking suspects and objects with a washable colorant."

Use: Less lethal impact weapon. Provides user the ability to deploy a kinetic weapon at a distance. Allows the user to remain behind cover or in a safe position while engaging actively violent and dangerous subjects. The round also disburses washable paint at the point of impact, assisting officers with identifying violent subjects.

Lifespan: 5 years

Training/Certification Required: Department Use of Force Training

Policy #300 – Use of Force, Policy #303 – Control Devices and Techniques, Policy #433 – First Amendment Assemblies

FN 303 PAVA/OC Powder Less-Lethal Projectiles

Quantity Sought: 150

Cost: \$5 each

Annual Maintenance: \$0

Description: A plastic weighted projectile containing an irritant in the form of PAVA/OC powder. PAVA is an acronym for Pelargonic Acid Vanillylamide, a synthetic capsaicinoid, created from peppers.

OC is an acronym for Oleoresin Capsicum, a powder made from peppers.

Description from the manufacturer: "This projectile is intended as an irritant for individual suspects, point-specific targets, or small-area denial. The active ingredient is 0.5% PAVA/OC in a powder form for ease of storage, deployment, and clean-up."

Use: Less lethal impact weapon. Provides user the ability to deploy a kinetic weapon at a distance. Allows the user to remain behind cover or in a safe position while engaging actively violent and dangerous subjects. The round also disburses PAVA/OC powder at the point of impact, causing discomfort.

Lifespan: 5 years

Training/Certification Required: Department Use of Force Training

Policy #300 – Use of Force, Policy #303 – Control Devices and Techniques, Policy #433 – First Amendment Assemblies

Defense Technology 3027 Drag Stabilized Beanbag Round

Quantity: 200

Cost: \$5 each

Description: A 12-gauge round, holding a ballistic fiber bag containing lead shot as a projectile.

Description from the manufacturer's website: "The Drag Stabilized™ 12-Gauge Round is a translucent 12-Gauge shell loaded with a 40-Gram tear shaped bag made from a cotton and ballistic material blend and filled with #9 shot."

Use: Less lethal impact weapon. Provides user the ability to deploy a kinetic weapon at a distance. Allows the user to remain behind cover or in a safe position while engaging actively violent and dangerous subjects.

Lifespan: 5 years

Training/Certification Required: Department Use of Force Training

Policy #300 – Use of Force, Policy #303 – Control Devices and Techniques, Policy #306 – Firearms, Policy #433 – First Amendment Assemblies

Defense Technology 6325 Exact Impact Sponge

Quantity: 55

Cost: \$5 each

Description: A 40mm round, with a blue foam projectile.

Description from the manufacturer's website: "This lightweight, high-speed projectile consisting of a plastic body and sponge nose that is spin stabilized via the incorporated rifling collar and the 40 mm launcher's rifled barrel. The round utilizes smokeless powder as the propellant, and, therefore, have velocities that are extremely consistent. Used for Crowd Control, Patrol, and Tactical Applications."

Use: Less lethal impact weapon. Provides user the ability to deploy a kinetic weapon at a distance. Allows the user to remain behind cover or in a safe position while engaging actively violent and dangerous subjects.

Lifespan: 5 years

Training/Certification Required: Department Use of Force Training

Policy #300 – Use of Force, Policy #303 – Control Devices and Techniques, Policy #306 – Firearms, Policy #433 – First Amendment Assemblies

Defense Technology 6320 Direct Impact OC

Quantity: 6

Cost: \$5 each

Description: A 40mm round, with an orange foam projectile. Projectile contains orange marking and pepper powder.

Description from the manufacturer's website: "40 mm Direct Impact® Round. Lightweight, high-speed projectile consists of a plastic body and a crushable foam nose. The orange foam nose indicates that the round contains an OC powder."

Use: Less lethal impact weapon. Provides user the ability to deploy a kinetic weapon at a distance. Allows the user to remain behind cover or in a safe position while engaging actively violent and dangerous subjects. The round also disburses pepper powder at the point of impact, causing discomfort.

Lifespan: 5 years

Training/Certification Required: Department Use of Force Training

Policy #300 – Use of Force, Policy #303 – Control Devices and Techniques, Policy #306 – Firearms, Policy #433 – First Amendment Assemblies

Defense Technology 6326 Direct Impact Marking

Quantity: 11

Cost: \$5 each

Description: A 40mm round, with a green foam projectile. Projectile contains green marking powder.

Description from the manufacturer's website: "40 mm Direct Impact® Round. This lightweight, high-speed projectile consists of a plastic body and a crushable foam nose. The green foam nose indicates that the round contains a marking agent."

Use: Less lethal impact weapon. Provides user the ability to deploy a kinetic weapon at a distance. Allows the user to remain behind cover or in a safe position while engaging actively violent and dangerous subjects. The round also disburses green powder at the point of impact, assisting officers with identifying violent subjects.

Lifespan: 5 years

Training/Certification Required: Department Use of Force Training

Policy #300 – Use of Force, Policy #303 – Control Devices and Techniques, Policy #306 – Firearms, Policy #433 – First Amendment Assemblies

Military Equipment Not Owned, Sought or Maintained by the El Cerrito Police Department
Equipment Owned and/or Utilized by Law Enforcement Agencies with which the El Cerrito Police
Department Collaborates and/or Participates for Law Enforcement Purposes

Unmanned, Remotely Piloted, Powered Aerial or Ground vehicles – Govt. Code 7070(c)(1)

Various ground robots and aerial drones are deployed by agencies in the San Francisco Bay Area
Quantity: Outside Owned. Not owned or sought by the ECPD, unless otherwise noted in preceding section.

Cost: Unknown

Annual Maintenance: Unknown

Description: Remotely operated robotic vehicles of various types.

Use: Multiple. Aerial drones can be used for overhead photography and searches, including with infrared camera systems. Ground based drones can be used to search, remotely deliver, communicate, or retrieve items, and aid in bomb detection and disarming. Drones are typically used in situations which are too dangerous for humans, as in bomb disarming, or more cost effective than other methods, as in the use of an aerial drone instead of a helicopter.

Lifespan: Varies

Training/Certification Required: Dependent upon agency and drone type.

Policy 409 – Response to Bomb Calls, Policy #607 – Unmanned Aerial Systems (UAS) Operations

Mine-Resistant Ambush-Protected (MRAP) Vehicles or Armored Personnel Carriers - Govt. Code 7070(c)(2)

Various armored vehicles are deployed by agencies in the San Francisco Bay Area

Quantity: Outside Owned. Not owned or sought by the ECPD.

Cost: Unknown

Annual Maintenance: Unknown

Description: Large truck or Armored Personnel Carrier covered in bullet resistant material.

Use: Transportation of people and equipment in a gunfire protected vehicle. Protected approach during active shooter incident. Protected evacuation of civilians during active shooter incident. Sometimes used in conjunction with a SWAT team call out event.

Lifespan: Varies

Training/Certification Required: Dependent upon agency and vehicle type.

Policy #704 – Vehicle Use

Command and control vehicles that are either built or modified to facilitate the operational control and direction of public safety units - Govt. Code 7070(c)(5)

Various command vehicles are deployed by agencies in the San Francisco Bay Area

Quantity: Outside Owned. Not owned or sought by the ECPD unless otherwise noted in preceding section.

Cost: Unknown

Annual Maintenance: Unknown

Description: Van or Recreational Vehicle equipped with support equipment, often including chairs, desks, communications equipment, and computers. May contain a bathroom.

Use: Planning and coordination center during major incidents and disasters.

Lifespan: Varies

Training/Certification Required: Dependent upon agency and vehicle type.

Policy #704 – Vehicle Use, Policy #433 – First Amendment Assemblies,

Battering rams, slugs, and breaching apparatuses that are explosive in nature - Govt. Code 7070(c)(7)

Breaching Slugs are equipment used by SWAT teams.

Quantity: Outside Owned. Not owned or sought by the ECPD.

Cost: Unknown

Annual Maintenance: Unknown

Description: Projectile designed to defeat a lock.

Use: Open barricaded doors, gates, windows, or other points of entry, by a SWAT team. Entry using a breaching apparatus will typically be supported by a search warrant, but may be used in the event of an active shooter incident.

Lifespan: Varies

Training/Certification Required: POST Certified Training amongst outside agencies.

Policy #300 – Use of Force, Policy #306 – Firearms

Specialized firearms and ammunition of less than .50 caliber - Govt. Code 7070(c)(10)

Various rifles and accompanying ammunition are used by agencies in the San Francisco Bay Area.

Quantity: Outside Owned. Not owned or sought by the ECPD unless otherwise noted in preceding section.

Cost: Unknown

Annual Maintenance: Unknown

Description: Firearms that may be bolt-action, semi-automatic or automatic. May be equipped with a telescopic sight for high accuracy. An example could be a submachine gun or sniper rifle used by a SWAT team.

Use: Engage a target with lethal force when necessary and high precision is needed.

Lifespan: Varies

Training/Certification Required: POST Certified Training.

Policy #300 – Use of Force, Policy #306 – Firearms, Policy #417 Patrol Rifle

“Flashbang” grenades and explosive breaching tools, “tear gas,” and “pepper balls” - Govt. Code 7070(c)(12)

Various devices are used by SWAT teams in the San Francisco Bay Area.

Quantity: Outside Owned. Not owned or sought by the ECPD, unless otherwise noted in preceding section.

Cost: Unknown

Annual Maintenance: Unknown

Description: Varies. Distraction devices, irritant dispersal, breaching devices. May be deployed through a compressed air powered launcher or a handheld projectile.

Use: Distraction, irritation, or opening barricaded doors.

Lifespan: Varies

Training/Certification Required: Dependent upon agency and type.

Policy: Policy #300 – Use of Force, Policy #303 – Control Devices and Techniques, Policy #306 – Firearms, Policy #433 – First Amendment Assemblies

Long Range Acoustic Device (LRAD) - Govt. Code 7070(c)(13)

Long Range Acoustic Device (LRAD)

Quantity: Outside Owned. Not owned or sought by the ECPD.

Cost: Unknown

Annual Maintenance: Unknown

Description: Sound amplification device

Use: Communication during crowd control, civil emergencies, natural disasters, police incidents and evacuations. May also be used to sound a warning tone.

Lifespan: Varies

Training/Certification Required: Dependent upon agency and type.

Policy #433 – First Amendment Assemblies



AGENDA BILL

Agenda Item No. 5.F.

Date: June 7, 2022
To: El Cerrito City Council
From: Paul Keith, Chief of Police, Police Department
Subject: Adoption of a Resolution Authorizing an Agreement with the City of Richmond for Police Dispatch Services

ACTION PROPOSED

Adopt a resolution authorizing the City Manager or her designee to enter into an agreement with the City of Richmond for the provision of police dispatch services from July 1, 2022 to June 30, 2027 in an amount not to exceed \$4,228,080.

BACKGROUND

The City of Richmond operates a public safety communications center that currently serves as the public safety answering point for the communities of Richmond and El Cerrito. The center provides police and fire dispatch services for Richmond and police dispatch services for El Cerrito. The center operates 24 hours a day and offers all of the services the public has come to expect from a modern dispatch center, including text to 9-1-1 services.

The current communications agreement expires on June 30, 2022. During the current fiscal year, staff from the City of El Cerrito and the City of Richmond met and discussed terms for a new agreement. City Staff presented the need for an affordable contract that is based on a proportional cost for the operation of the center. Currently, El Cerrito Police incidents make up approximately 18% of the call center activity and the budget for the center in the current fiscal year was \$4,360,947. The City of Richmond proposed an annual cost proposal that is aligned with Staff requests. The proposed agreement begins with an annual cost of \$812,461 beginning in July 2022, and increases at a 2% rate annually thereafter.

ANALYSIS

Staff has identified the City of Richmond as the provider that best meets the needs of the El Cerrito Police Department (ECPD). The City of Richmond is offering a contract that covers a multi-year period, allowing the City of El Cerrito to plan out expenses and reevaluate dispatch services as needed. Because the City of Richmond already provides dispatch services to the City of El Cerrito, continuing to use the Richmond communication center will not impact the continuity of dispatch services.

The Richmond Police Department uses the same dispatch platform as the ECPD. The ECPD will not incur any additional costs in retaining the City of Richmond as the dispatch communications provider. Additionally, the City of Richmond has provided for a reasonable annual increase in costs.

STRATEGIC PLAN CONSIDERATIONS

Approving the attached resolution is consistent with Goal E: Ensure the public's health and safety and Goal B: Achieve long-term financial sustainability. This agreement will create a long-term solution for police dispatching in El Cerrito. Staff will continue to ensure the public's health and safety by providing professional, locally-based dispatch services.

ENVIRONMENTAL CONSIDERATIONS

This section is not applicable to this agenda item.

FINANCIAL CONSIDERATIONS

Approval of this resolution will authorize the City Manager to enter into an agreement for police dispatch services. Staff has identified the City of Richmond as the preferred solution for dispatch services. The funding required for these agreements is included in the proposed FY 2022-23 budget.

The City of Richmond identified the cost for El Cerrito Police Dispatch services as being no greater than \$812,461 for fiscal year 2022-23. The agreement is for a period of 5 years, ending June 30, 2022 and may be terminated by either party without cause, with 9 months written notice.

LEGAL CONSIDERATIONS

The City Attorney has reviewed the attached agreements and has approved them as to form.

Reviewed by:

A handwritten signature in blue ink, appearing to read "Karen Pinkos".

Karen Pinkos, City Manager

Attachments:

1. Resolution
2. Richmond Communications Contract

RESOLUTION NO. 2022-XX

RESOLUTION OF THE CITY COUNCIL OF THE CITY OF EL CERRITO AUTHORIZING THE CITY MANAGER OR HER DESIGNEE TO ENTER INTO AN AGREEMENT WITH THE CITY OF RICHMOND FOR THE PROVISION OF POLICE DISPATCH SERVICES FROM JULY 1, 2022, TO JUNE 30, 2027.

WHEREAS, the City of Richmond has communicated its desire to renew the Communication Services Agreement, under which it provides public safety dispatch services to the City of El Cerrito; and

WHEREAS, the City of Richmond has offered a new agreement for the provision of police dispatch services; and

WHEREAS, Staff has identified the City of Richmond as the preferred police dispatch service; and

WHEREAS, an agreement with the City of Richmond will ensure continuity of emergency 911 services.

NOW THEREFORE, BE IT RESOLVED by the City Council of the City of El Cerrito that it hereby authorizes the City Manager to enter into an agreement with the City of Richmond for the provision of police dispatch services for an amount not to exceed \$4,228,080.

I CERTIFY that at a regular meeting on June 7, 2022 the City Council of the City of El Cerrito passed this Resolution by the following vote:

AYES:	COUNCILMEMBERS:
NOES:	COUNCILMEMBERS:
ABSTAIN:	COUNCILMEMBERS:
ABSENT:	COUNCILMEMBERS:

IN WITNESS of this action, I sign this document and affix the corporate seal of the City of El Cerrito on June _____, 2022.

Holly M. Charl  ty, City Clerk

APPROVED:

Gabe Quinto, Mayor

AGREEMENT FOR COMMUNICATION SERVICES BETWEEN THE CITY OF RICHMOND AND THE CITY OF EL CERRITO

THIS AGREEMENT is made and entered into this ____ day of _____, 2022 by and between the City of Richmond ("Richmond") and the City of El Cerrito, ("El Cerrito") collectively the "Parties."

For and in consideration of the mutual promises herein exchanged, the parties do hereby agree as follows:

1. TERM

- 1.1 Effective Dates: This Agreement shall be effective from July 1, 2022, through June 30, 2027, unless terminated as provided herein.
- 1.2 Renewals: At any time during the term of this Agreement, the parties may evaluate the terms and modify the Agreement. Any amendment shall be in writing and approved by both parties.
- 1.3 Termination: Notwithstanding the provision of Sections 1.1 and 1.2 above, either Party may terminate this Agreement by giving at least nine (9) months written notice to the other party. In the event this Agreement is terminated for any reason prior to June 30, 2027, the obligation of El Cerrito and Richmond for mutual indemnification shall continue after any such termination. El Cerrito's obligation to provide payments to the City of Richmond for services provided prior to the termination date shall continue after the termination of this Agreement, until all outstanding payments owed, if any, are received.

2. SCOPE OF SERVICES

- 2.1. Duties of Richmond: Richmond agrees, through the Richmond Police Department, to provide comprehensive police dispatch services for the El Cerrito Police Department twenty-four (24) hours per day, three hundred sixty-five (365) days per year. These services shall be as follows:
 - 2.1.1 Emergency and Non-Emergency Telephone Services: Richmond shall receive and process all emergency and non-emergency telephone calls for El Cerrito Police Department, including those received on 9-1-1 telephone lines and on published seven-digit emergency telephone lines at the Richmond Police Department Communications Center.
 - 2.1.2 Computer Aided Dispatch: Richmond shall provide dispatch services utilizing a modern Computer Aided Dispatch ("CAD") System at the Richmond Police Department Communications Center. Richmond agrees to authorize El Cerrito to have unlimited access to amend, enter, or view the data within Richmond's CAD System. The El Cerrito Police Department shall be responsible

for any/all hardware or software costs necessary for access to the CAD System. The El Cerrito Police Department agrees not to release any confidential information from, or grant access to confidential information by any third party without prior written authorization from Richmond, except that the El Cerrito Police Department may release information that describes El Cerrito Police Department dispatch operation procedures. If El Cerrito believes the information contained in the CAD System would be responsive to a request for records made under the California Public Records Act, El Cerrito shall forward the PRA request to Richmond's City Clerk Office.

2.1.3 The California Law Enforcement Telecommunications Systems ("CLETS"): Richmond shall provide limited CLETS support for El Cerrito Police Department field activities. For the purposes of this Agreement, the hours during which Richmond shall provide CLETS support will be Monday-Friday, 1800-0700 hours, and Saturday and Sunday, twenty-four (24) hours per day. CLETS support will consist of entering or removing stolen/recovered vehicles, vehicle tows/impounds, missing persons, and locating wanted persons in the CLETS.

2.1.4 CLETS Access: Richmond shall provide access to the CLETS Database during the term of this Agreement; however, El Cerrito Police Department shall be responsible for managing and obtaining CLETS mnemonics, as well as any/all hardware or software cost associated with accessing the CLETS Database. El Cerrito Police Department will also be responsible for managing and tracking CLETS compliance and personnel certifications.

2.1.5 Richmond Criminal Justice Network System ("ACCJIN") Access: Richmond shall provide access to ACCJIN during the terms of this Agreement; however, the El Cerrito Police Department shall be responsible for any/all hardware, software and personnel access and compliance regulations cost associated with accessing the ACCJIN database.

2.1.6 Technical Services: The El Cerrito Police Department shall be responsible for any/all hardware or software costs associated with secondary hardware or software applications. The Richmond Police Department will not provide support for equipment owned by the El Cerrito Police Department or any other El Cerrito on-premises equipment.

2.1.7 Records Management Services: El Cerrito Police Department shall be responsible for all hardware and software cost associated with their Records Management Systems.

3. OPERATIONAL ISSUES

- 3.1. Policies and Procedures: The Richmond Police Department Communications Center shall be under the direction and management control of the Richmond Police Chief or their designee. Matters concerning communication procedures, operations, complaints, request for changes, and/or similar operational matters

provided for under this Agreement shall be submitted in writing by the El Cerrito Police Chief or their designee to the Richmond Police Chief or their designee.

3.2. Conflict Resolutions: During the regular business hours, the supervisory personnel from the El Cerrito Police Department shall attempt to resolve problems involving dispatch by contacting the on-duty Communications Shift Supervisor ("CSS"). If the matter remains unresolved after contacting the on-duty CSS, the El Cerrito supervisory personnel should contact the Officer in Charge ("OIC") at the Richmond Police Department.

3.3. Special Events: Whenever possible, the El Cerrito Police Department shall notify the Richmond Police Department Communications Center of any planned special events at least thirty (30) days in advance of the event. If extra personnel are required, the El Cerrito Police Department agrees to reimburse Richmond for any additional cost associated with the extra staffing. The cost of and whether extra personnel are required shall be reviewed and agreed upon by the Parties to this Agreement at least thirty (30) days in advance of the event.

4. LEVEL OF SERVICE

4.1. Level of Service: Richmond shall provide police dispatch services twenty-four (24) hours per day, three hundred sixty-five (365) days per year.

4.2. Staffing: Richmond agrees to maintain the appropriate staffing levels within the Richmond Police Department Communications Center to deliver the services set forth in this Agreement.

5. PROVISION OF LABOR AND EQUIPMENT

5.1 Labor and Equipment: Richmond shall supply all labor and supplies necessary to maintain the level of service required by this Agreement. Any equipment purchased by the El Cerrito Police Department to be utilized by the Richmond Police Department Communication Center (hereafter "El Cerrito Equipment") shall meet the Richmond Police Chief's specifications. All El Cerrito Equipment shall remain within the Richmond Police Department Communications Center during the term of this Agreement but shall be owned by El Cerrito. Richmond and El Cerrito shall meet and confer before the installation of El Cerrito Equipment to discuss installation, maintenance, and security protocols. Richmond Police Department Communications Center staff shall use reasonable care when operating El Cerrito Equipment. El Cerrito shall be responsible for routine maintenance, repairs, and upgrades of El Cerrito Equipment. Richmond shall allow El Cerrito employees and contractors reasonable access to the Richmond Police Department Communications Center to perform maintenance, repair, and upgrades of El Cerrito Equipment, subject to any standard security measures employed by Richmond at the Richmond Police Department Communications Center. In the event of damage to El Cerrito Equipment beyond normal wear-and-tear, Richmond and El Cerrito shall meet and confer in good faith to determine

responsibility for any such damage and whether reimbursement by Richmond, if applicable, shall be direct or a credit against a monthly payment by El Cerrito, as provided for in Section 7.1 of this Agreement.

6. PERSONNEL

- 6.1 Status of Employees: All persons employed by Richmond to perform services pursuant to this Agreement are Richmond employees or contractors and shall always be under the direction and control of Richmond.
- 6.2 Hiring, Supervising and Managing Employees: Richmond is responsible for hiring, supervising, and managing Richmond Police Department Communications Center employees. Richmond is bound to abide by the Collective Bargaining Agreements ("CBA") covering Richmond employees performing services pursuant to this Agreement. The El Cerrito Police Department Chief or designee will be provided an opportunity to provide comments to the Richmond Police Chief or designee concerning the performance of dispatch personnel performing services for the El Cerrito Police Department under the terms of this Agreement.

7. PAYMENT

- 7.1 Cost Structure: El Cerrito shall pay Richmond the dollar amounts referenced in the table listed below:

July 1, 2022, to June 30, 2023	\$ 812,461
July 1, 2023, to June 30, 2024	\$ 828,710
July 1, 2024, to June 30, 2025	\$ 845,285
July 1, 2025, to June 30, 2026	\$ 862,190
July 1, 2026, to June 30, 2027	\$ 879,434
Total	\$ 4,228,080

Richmond shall invoice El Cerrito monthly based the prorated annual amount. The monthly cost for services rendered under this Agreement shall be 1/12 of the annual cost, payable by the 10th day of each month.

- 7.2 Payment of Cost: Nonpayment by El Cerrito within the timeframe provided for payment in Section 7.1 above for a properly charged invoiced monthly bill for services shall constitute a default of this Agreement. In the event of nonpayment, Richmond shall provide notice of default to El Cerrito. If El Cerrito fails to cure the default within 10 calendar days of receiving the notice from Richmond (or by the date of any extension granted in writing by Richmond), Richmond's remedy shall be to terminate this Agreement within thirty (30) days written notice to El Cerrito

and to discontinue the provision of services being provided under this Agreement. In the event this Agreement is terminated pursuant to this Section because of a billing dispute, the Parties shall meet and confer in good faith on an urgency basis to resolve any outstanding issues.

8. INDEMNIFICATION AND HOLD HARMLESS

- 8.1 Indemnification by El Cerrito: El Cerrito shall indemnify and hold Richmond and Richmond's officers, agents, employees, volunteers subcontractors, and independent contractors free and harmless from any claim or liability whatsoever based or asserted upon any act or omission of El Cerrito and El Cerrito's officers, agents, employees, volunteers, subcontractors, and independent contractors for property damage, bodily injury, or death, or any other element of damage of any kind or nature, occurring in the performance of the Agreement to the extent that such liability is imposed on Richmond by the provisions of California Government Code Section 895.2. El Cerrito shall defend at its expense, including attorney fees, its officers, agents, employees, volunteers, subcontractors, and independent contractors in any legal action or claim of any kind based upon such alleged acts or omissions.
- 8.2 Indemnification by Richmond: Richmond shall indemnify and hold El Cerrito and El Cerrito's officers, agents, employees, volunteers subcontractors, and independent contractors free and harmless from any claim or liability whatsoever based or asserted upon any act or omission of Richmond and Richmond's officers, agents, employees, volunteers, subcontractors, and independent contractors for property damage, bodily injury, or death, or any other element of damage of any kind or nature, occurring in the performance of the Agreement to the extent that such liability is imposed on El Cerrito by the provisions of California Government Code Section 895.2. Richmond shall defend at its expense, including attorney fees, its officers, agents, employees, volunteers, subcontractors, and independent contractors in any legal action or claim of any kind based upon such alleged acts or omissions.

9. RIGHT TO AUDIT

Upon reasonable notice, either Party shall have the right to inspect and audit any records maintained by the other Party relevant to this Agreement, to the extent allowed by law.

10. INTERNAL POLICIES

If requested by the Richmond Police Chief the El Cerrito Police Chief, an internal policy memorandum may be entered into by and between said Richmond Police Chief and El Cerrito Police Chief with respect to questions relating to the provision of service under this Agreement. The policy will set forth the question raised, and all agreements reached in resolution of the question. The intent and purpose of each such policy shall be to administratively implement, interpret, or clarify one or more provisions of this Agreement. No such policy shall have the effect of amending this Agreement unless an amendment to this Agreement is approved in writing by both the El Cerrito City Council and Richmond City

Council. In the event of any inconsistency between the terms of such policy and the terms of this Agreement, the terms of this Agreement shall prevail.

11. DISPUTE RESOLUTION

- 11.1 Any controversy, claim, or dispute arising out of or relating to this Agreement shall be settled first by non-binding negotiations. Either Party may initiate negotiation proceedings by giving written notice to the other Party, setting forth the particulars of the dispute, and requesting that the parties meet to resolve the dispute. Within ten (10) days after receipt of such letter, the Parties shall meet on at least two (2) occasions to attempt to resolve the matter. If the controversy is not resolved by informal negotiations within thirty (30) days after the receipt of the written notice, the matter shall be referred to a retired judge or justice selected in accordance with the rules of JAMS (the "Mediator") for non-binding mediation. Such mediation shall occur in an informal non-binding conference or conferences between the Parties in which the Mediator shall seek to guide the Parties to resolution on the matter. At least ten (10) days prior to said mediation, each Party shall submit to the Mediator a written statement of not more than ten (10) pages setting forth their respective positions regarding the dispute. All fees and costs incurred in connection with this mediation shall be equally borne by the Parties.
- 11.2 Notwithstanding anything to the contrary, Section 11 is not intended to limit or restrict the rights of either party to seek judicial remedy.
- 11.3 Governing Law; Venue: This Agreement shall be construed and interpreted in accordance with, and shall be governed and enforced in all respects, according to the laws of the State of California. Any action to enforce or interpret the provisions of this Agreement must be commenced in the courts of the State of California, and the venue for purpose of any action in connection with this Agreement of any document referred to herein shall be in County of Contra Costa.

12. SERVERABILITY

If any provision of this Agreement is held by a court of competent jurisdiction to be invalid, void, or unenforceable, the remaining provisions shall continue in full force and effect.

13. ENTIRE AGREEMENT

This Agreement is intended by the Parties as a final expression of their understanding with respect to the subject matter hereof and as a complete and exclusive statement of the terms and conditions thereof. This Agreement supersedes all prior and contemporaneous agreements and understandings, oral and written, in connection therewith.

14. NO OBLIGATION TO THIRD PARTIES

Nothing in this Agreement, or any of the addend hereto, is intended to nor shall it create any right in any person, firm, corporation, or entity, other than in the Parties, including but not limited to employees of the Parties, to any of the benefits hereunder. Nothing in this

Agreement is intended to expand the duties and obligations of El Cerrito and/or Richmond with respect to third parties.

15.ADDITIONAL DOCUMENTS AND AGREEMENTS

The Parties agree to cooperate in the execution of any additional documents or agreements that may be required to carry out the terms of this Agreement.

16.ASSIGNMENT/DELEGATION

Neither Party shall assign or transfer any interest in this Agreement or any duty hereunder without consent of the other Party, and no assignment shall be of any force or effect whatsoever unless and until the other Party has so consented.

IN WITNESS WHEREOF, the Parties have caused this Agreement to be duly executed as of the day and year first above written.

By: _____
Shasa Curl, City Manager
City of Richmond

By: _____
Karen Pinkos, City Manager
City of El Cerrito

By: _____
Louie Tirona, Acting Chief of Police
Richmond Police Department

By: _____
Paul Keith, City of Police
El Cerrito Police Department

5092159.1



AGENDA BILL

Agenda Item No. 5.G.

Date: June 7, 2022
To: El Cerrito City Council
From: Jose Castrejon, Interim Fire Chief, Fire Department
Subject: Adoption of a Resolution to Approve the Purchase of Self-Contained Breathing Apparatus Air Compressor from Bauer Compressors

ACTION PROPOSED

Adopt a Resolution to authorize the City Manager to execute a contract for the purchase of a replacement self-contained breathing apparatus air compressor from Bauer Compressors in an amount not to exceed \$53,000.

BACKGROUND/ANALYSIS

The Fire Department's current Eagle Baron III self-contained breathing apparatus (SCBA) air compressor has been in service for over 20 years. The compressor is used to fill the air bottles that firefighters must use when entering a burning structure or any Immediately Dangerous Life and Health (IDLH) environment. After many years of constant use, the current compressor had a catastrophic mechanical failure in March of 2022.

The Albany and Richmond Fire Departments have been allowing the City's personnel to fill SCBA bottles at their stations. This type of support from our neighboring agencies is invaluable during our time of need. It is necessary to expedite the replacement of the air compressor so as not to have a negative impact on other departments' equipment.

Bids for repair of the current unit were received at an amount that approached 30% of the replacement cost. The repair estimate describes the need for a compressor rebuild and would be on an "as is" basis with no warranty and no estimate on the continued serviceable life expectancy after the repairs are made. If repaired, the outdated compressor will still not have the ability to completely fill future SCBA bottles.

The Fire Department has evaluated the cost benefit of repair versus the replacement of the current compressor and has determined that it would be more prudent to purchase a new compressor. Staff obtained a quote for a Bauer Verticus Plus compressor via a cooperative agreement through the State of California Department of General Services (Attachment 1). The new compressor meets 2016 National Fire Protection Association (NFPA) requirements as well as the updated SCBA requirements in 2018 that requires a compressor to have the ability to fill air bottles up to 5,500 psi, which the proposed replacement compressor can achieve and beyond (Attachment 2).

STRATEGIC PLAN CONSIDERATIONS

The approval of this purchase fulfills Goal B: Achieve Long-term Financial Sustainability, Goal E: Ensure the Public's Health and Safety, and Goal F: Foster Environmental Sustainability.

ENVIRONMENTAL CONSIDERATIONS

This section is not applicable to this agenda item.

FINANCIAL CONSIDERATIONS

The Fire Department is requesting approval to purchase a Self-Contained Breathing Apparatus Air Compressor for an amount not to exceed \$53,000. The purchase will be through the State of California Department of General Services' Cooperative Leveraged Service Agreement 1-1942-07 (Attachment 3). Funds are currently available in the Fire Department budget, and this purchase has no negative impact on the City's General Fund.

LEGAL CONSIDERATIONS

This section is not applicable to this agenda item.

Reviewed by:

A handwritten signature in blue ink, appearing to read "Karen Pinkos".

Karen Pinkos, City Manager

Attachments:

1. Resolution
2. SCBA Quote El Cerrito FD Verticus Plus 13 E1 E3 CAL State Contract
3. SCBA Specifications
4. CAL State Contract and Extension

RESOLUTION 2022-XX

RESOLUTION OF THE CITY COUNCIL OF THE CITY OF EL CERRITO AUTHORIZING THE CITY MANAGER TO EXECUTE A CONTRACT WITH BAUER COMPRESSORS FOR THE ACQUISITION OF SCBA BREATHING APPARATUS AIR COMPRESSOR THROUGH A COOPERATIVE PURCHASE PROGRAM

WHEREAS, the El Cerrito Fire Department is required by State law and for the safety of its employees to provide self-contained breathing apparatus (SCBA) for staff entering any burning structure or immediately dangerous environment; and

WHEREAS, each self-contained breathing apparatus needs to be filled by an SCBA air compressor; and

WHEREAS, the Fire Department's current air compressor is beyond its life expectancy and has suffered a catastrophic mechanical failure; and

WHEREAS, repairing the now defunct compressor would not bring it up to current code; and

WHEREAS, the Fire Department has obtained a competitive quote for a replacement air compressor from Bauer Compressors through a cooperative purchase program with the State of California.

NOW THEREFORE, BE IT RESOLVED that the City Council of the City of El Cerrito authorizes the City Manager to execute a contract to purchase a replacement breathing apparatus air compressor from Bauer Compressors in an amount not to exceed \$53,000.

BE IT FURTHER RESOLVED that this resolution shall become effective immediately upon passage and adoption.

I CERTIFY that at a regular meeting on June 7, 2022 the City Council of the City of El Cerrito passed this Resolution by the following vote:

AYES:	COUNCILMEMBERS:
NOES:	COUNCILMEMBERS:
ABSTAIN:	COUNCILMEMBERS:
ABSENT:	COUNCILMEMBERS:

IN WITNESS of this action, I sign this document and affix the corporate seal of the City of El Cerrito on June _____, 2022.

Holly M. Charl  ty, City Clerk

APPROVED:

Gabe Quinto, Mayor



267 East Airway Blvd
Livermore, CA 94551
Phone: 925-449-7210
Fax: 925-449-7201

To:
Matt Clarine
El Cerrito Fire Department
Phone: 510-390-2827
Email: mclarine@ci.el-cerrito.ca.us

Date: 5/23/2022

ITEM	QTY	DESCRIPTION	PRICE	AMOUNT
1	1	Verticus Plus VT-P/13H-E1/E3 Working pressure: 6,000 psi Charging rate: 13.0 scfm Horsepower: 10 single phase or three phase		\$43,687.00
2	1	Electronic CO Monitor w/Calibration Kit		Inc.
3	1	ASME Air Storage in Lieu of DOT (Total of two (2) 6,000 psi ASME)		<u>Inc.</u>
Sub Total				\$43,687.00
Sales Tax 10.25%				\$4,477.92
Freight				\$2,450.00
Installation/Training				<u>\$1,500.00</u>
Total				\$52,114.92

California State Contract No. 1-19-42-07

Note: Bauer will deliver compressor system, place system into installation site, plumb system together with Stainless Steel Tubing, make final hook up to supplied electrical power, make final run test of system and perform operation training for El Cerrito FD personnel. **Quotation prices valid for 60 days.** Call 925-449-7210 if past expiration date.

Thank you for the opportunity to submit this quotation. If you have any questions please give us a call.

Sincerely,
Tim McGuire
(925) 449-7210
Tim.McGuire@bauersf.com

VERTICUS™ PLUS

3 AND 4-STAGE MULTI-FUNCTIONAL HIGH PRESSURE BREATHING AIR COMPRESSORS

The same package amenities found in the VERTICUS high pressure breathing air compressor system, plus a free standing aesthetically pleasing Multi-functional fill station module are combined to create the BAUER VERTICUS PLUS. Bauer's performance proven CFS5.5-2S NFPA compliant containment fill station; two (2) bank dual function cascade controls; integral air storage rack with two (2) UN code air storage cylinders; 3-way selector valve to select either air from the compressor or on-board air storage system all come together creating the ultimate fill station. Install the two (2) modules side by side as an All-In-One configuration or apart based on the installation site specifics. Flexibility is the key, look to BAUER to unlock the possibilities.

› **PRESSURE:**

Up to 6000 PSIG (414 BAR)

› **CHARGING RATE:**

5 to 13 SCFM
(142 to 368 L/MIN)

› **POWER:**

5 to 10 HP (3.7 to 7.5 kW)



› VERTICUS PLUS

STANDARD SCOPE OF SUPPLY COMPRESSOR MODULE

- › BAUER breathing air purification system with SECURUS
- › BAUER PLC based controller with 7" color HMI touchscreen display
- › NEMA 4 rated electrical enclosure with **UL®** listed control panel
- › Compressor low oil pressure and high temperature safety shutdowns
- › Emergency stop push button and automatic start/stop control
- › Zero loss automatic condensate drain system with non-corrosive condensate reservoir and integrated float sensor and automatic "Full" indication and compressor shutdown
- › Interstage pressure gauges (locally mounted)
- › Vertically hinged front operations panel and lift-off side maintenance access doors
- › Inlet filter maintenance indicator
- › Unique hinged front operations panel

STANDARD SCOPE OF SUPPLY FILL STATION MODULE

- › Dual function cascade controls
- › Two (2) UN code stamped air cylinders installed in an integral rack
- › 3-way selector valve
- › NFPA 1901 2016 edition compliant 2 position containment fill station accommodates SCBA or SCUBA cylinders up to 31" overall length
- › Aesthetically pleasing cabinetry
- › Will work with any brand compressor
- › Packaged together as a modular system increasing end-user site flexibility

AVAILABLE ACCESSORIES (FACTORY INSTALLED)

COMPRESSOR MODULE:

- › CO monitoring system
- › B-Kool (floor mount only)
- › H₂S monitoring system with audible alarm

FILL STATION MODULE:

- › Regulated (adjustable) remote fill hose connection to include high pressure hose reel and 100 ft of 6000 PSIG rated high pressure hose (wall mount)
- › ASME air storage cylinders in lieu of standard UN bottles
- › Regulated (adjustable) panel mounted remote fill hose connection
- › Dual Fill/2 position
- › Tri Fill/2 position

SYSTEM FOOTPRINT

VERTICUS COMPRESSOR MODULE:

DIMENSIONS L X W X H inches (mm)

- › 55" x 35" x 70" (1397mm x 737mm x 1778mm)

FILL STATION MODULE:

DIMENSIONS L X W X H inches (mm)

- › 35" x 37" x 70" (737mm x 940mm x 1778mm)

WEIGHT pounds (kg)

- › 1200 - 1600 lb (544 - 726 kg)

TECHNICAL DATA

Model	Charging Rate ¹		Number of Stages	Motor		FAD ²	RPM	Purification System
	SCFM	L/MIN		HP	kW			
5000 PSIG (345 BAR)								
VT-P/8-E1/E3	8.4	238	3	7.5	5.6	7	1250	P2 SECURUS
6000 PSIG (414 BAR)								
VT-P/5-E1/E3	5	142	3	5	3.7	4	1050	P2 SECURUS
VT-P/10-E1/E3	9.7	275	4	7.5	5.6	8.1	1180	P2 SECURUS
VT-P/13-E1/E3	13	368	4	10	7.5	10.8	1420	P2 SECURUS

¹) Based on recharging an 80 cubic foot tank from 500 to 3000 psig.

²) Compressor capacity referenced to standard inlet conditions.

E1= Single phase electric, 230 VAC/60 Hz. E3=Three phase electric, 208/230/460 VAC/60 Hz. Dimensions and weight are approximate and are subject to change.



Specification for a breathing air station to refill self-contained breathing apparatus (SCBA) cylinders with purified air that meets or exceeds the requirements of CGA Pamphlet G-7, Compressed Air for Human Respiration, the requirements of ANSI/CGA G-7.1, Commodity Specification for Air, Grade E, and all other recognized standards for respirable air. The breathing air system shall be comprised, in part, of a high pressure compressor and purification system module along with free standing storage system, fill control panel and containment fill station module. The system shall be designed for a maximum working pressure of 6,000 PSIG. All equipment shall be new and of current design and manufacture. The Manufacturer shall operate under a Quality Management System which complies with the requirements of ISO 9001:2015 for the design, manufacture, inspection, test, and service of air & gas compressors and associated spare parts for commercial and military applications. Used or refurbished equipment is unacceptable. Specifications are subject to change without notice.

Verticus Plus

VT-P/13-E1/E3

6000 PSI SERVICE

The breathing air station shall be supplied on steel base frames of welded construction. The frames shall be designed for both the static and dynamic loads of the system components and of sufficient size to adequately accommodate all of the integral components. The modular frame of the Verticus Plus shall each include four brackets to facilitate securing the leveled modules to a concrete floor using expansion anchors. The compressor module cabinet shall be of a foam insulated variant and providing sounding levels of approximately 72 dba within one meter of the module. The cabinet enclosure shall incorporate a horizontally hinged, and gas shock supported operations panel. The front access door shall be of the Keyed-tool latch type inhibiting accidental access while the unit is running. Additionally the door shall be equipped with an automatic system shutdown switch in the event someone opens the door while the system is operating. The cabinet side maintenance access doors shall be designed for easy lift off without the use of hand tools. The rear access panel shall incorporate recessed hand-holds and shall be of the lift off as well. The design of the enclosure shall permit unrestricted cooling air flow to the compressor and prime mover, and provide access for operation, inspection and maintenance.

The fill station module shall include a two (2) position NFPA 1901 2016 Edition compliant SCBA fill station, stainless steel tubing and integral rack designed to accommodate two (2) air storage cylinders into an appliance-like enclosure. The enclosure shall resemble the compressor module to form an aesthetically pleasing and seamless appearance complimenting each other, yet provide the flexibility of installing the compressor module in one part of the end-users facility and the fill station module in yet another location, if so desired. The enclosures and base frames shall be finished with a baked on polyester powder coat paint for the ultimate in durability, corrosion resistance, and long life.

The station shall be designed for against-the-wall installation, operation, maintenance and single-point operator control from the front of each module. The design of the station shall permit

unrestricted cooling air flow to the compressor and motor when installed against a wall. All system instrumentation, controls and access to the containment fill station shall be located at the front of the station. Each system module shall fit through a standard 36" doorway. The station shall be designed for continuous duty operation indoors with room temperatures ranging between 40°F and 115°F¹. Installation shall not require a special foundation; however, it is the responsibility of the purchaser to ensure the installation site has a solid and level foundation that can support the weight of the station, the availability of a qualified source of air for the intake of the compressor and adequate ventilation.

All piping and tubing shall be properly supported and protected to prevent damage from vibration during shipment, operation, or maintenance. Piping and tubing shall be installed in a neat and orderly arrangement, adapting to the contours of the station. All instrument tubing shall be 300 series stainless steel.

The station shall be warranted free from defects in material and workmanship for a period of twenty four (24) months from date of shipment or twelve months from date of start-up, whichever expires first. The warranty shall not impose limitations on the station's accumulated operating hours during the warranty period.

Performance Table

Model	FAD ² SCFM	Charging Rate ³ SCFM	HP	RPM	Compressor Model	Purification System	Air Processing Capability ⁴ (cu ft)
VT-P/13	10.8	13.0	10	1420	K12.14 II	P2 Securus	67,000

Compressor

The compressor shall be an air-cooled, oil lubricated, four stage, three cylinder, reciprocating compressor. The crankcase shall be cast of a high strength, aluminum alloy. The crankshaft shall be of a single piece Nodular Graphite Iron construction, and supported in the crankcase by three long-life roller bearings. The connecting rods shall be of a single piece design with first, second and third stage being of a high strength aluminum alloy, the fourth stage connecting rod shall be constructed of forged steel. Each connecting rod shall incorporate a roller bearing at the crank end and needle bearing at the pin end. The pistons shall be constructed of an aluminum alloy. Piston rings on the second and third stage are of cast iron; first and fourth stage rings shall be of a high strength polyimide. The final stage shall incorporate a ringed, free-floating, aluminum piston, which is driven by a guide piston and the previous stage's discharge pressure.

¹ Please consult the Bauer factory for applications outside of this temperature range.

² Based on standard inlet conditions.

³ Based on recharging an 80 cu ft cylinder from 500 to 3000 PSIG.

⁴ Based on an inlet temperature of 70°F.

The cylinders shall be of cast iron construction with deep cooling fins on the external surface for optimum heat dissipation. The cylinders shall be arranged in a "W" configuration with the first and second stage sharing one common stepped cylinder. Each cylinder shall be located directly in the cooling fan's blast. The cylinders shall be removable from the crankcase. The compressor's flywheel shall be of cast iron construction. A multi-wing, high velocity cooling fan shall be integral to the flywheel.

Inter-stage pressures shall be monitored via locally mounted pressure gauges.

An intercooler shall be provided after each stage of compression and an aftercooler shall be provided after the final stage of compression. The coolers shall be individually detachable from the compressor, located directly in the cooling fan's blast and made of a stainless steel. The aftercooler shall be designed to cool the discharge air to within 18°F of ambient temperature. A cool-down cycle shall not be required prior to stopping the compressor.

A separator shall be supplied after the second and third stages of compression, and a coalescing separator shall be supplied at the discharge of the compressor. An automatic condensate drain (A.C.D.) system shall be supplied for all of the separators. The drain solenoid shall be controlled by the PLC and shall be factory preset to drain the separators approximately every fifteen minutes for approximately six seconds. The A.C.D. system shall unload the compressor on shutdown for unloaded restart. An exhaust muffler and condensate reservoir shall be supplied. The condensate reservoir shall be manufactured of a non corrosive polyimide and shall be equipped with a high liquid level indication system to provide system shutdown and to alert the operator that the condensate reservoir is at capacity. The operator shall be alerted that the reservoir is at capacity via a scrolling text display message on the panel mounted operator / compressor interface. Manually operated valves shall be supplied to override the automatic operation of the A.C.D. system for test and maintenance purposes.

The compressor shall be lubricated by a combination splash and low pressure lubrication system. The final stage of compression shall be lubricated by a pressurized lubrication circuit. The other stages and the driving gear shall be splash lubricated. The low-pressure lubrication circuit shall include a positive displacement oil pump, gear driven by the crankshaft, a non-adjustable oil pressure regulator, and a full-flow oil filter with replaceable element. Two highly visible sight glasses shall be included, one on each of the crankcase to check the oil level. The oil drain hose shall be of sufficient length to reach the outside of the compressor cabinet.

The final stage and oil pressure gauges shall be mounted on the instrument panel.

The compressor shall be equipped with an inlet filter with a replaceable particulate element.

Prime Mover and V-Belt Drive

The single or three phase electric motor shall be of the T.E.F.C (Totally Enclosed Fan Cooled) design. The motor voltage and frequency shall be specified by the purchaser. The compressor and motor shall be mounted on a common base that is vibration isolated from the station's main frame. The compressor and motor shall be arranged in a vertical design. Power from the motor

shall be transmitted to the compressor by a v-belt drive. Drive belt tensioning shall be accomplished via threaded tensioning rod working against an idler pulley. Rotation arrows shall be affixed in a conspicuous place on the compressor.

Purification System

The purification system shall purify high pressure air to a quality that meets or exceeds the requirements of CGA Pamphlet G-7, Compressed Air for Human Respiration, ANSI/CGA G-7.1, Commodity Specification for Air, Grade E, and all other recognized standards for breathing air. Purification shall be achieved by mechanical separation of condensed oil and water droplets, adsorption of vaporous water by a desiccant, adsorption of oil vapor and elimination of noxious odors by activated carbon and conversion of carbon monoxide to respirable levels of carbon dioxide by catalyst.

The high pressure purification chamber shall have a working pressure of 6000 PSIG. The purification system shall utilize a replaceable cartridge. The purification system shall be designed so that the replacement of the cartridge can be accomplished without disconnecting system piping. The design of the chamber shall preclude the possibility of operating the system without the cartridge installed or with an improperly installed cartridge. A bleed valve shall be provided to vent the purification system to facilitate replacing the cartridge. A pressure maintaining valve and a check valve shall be supplied downstream of the purification system to increase the efficiency of the purification system by maintaining a positive back pressure. A check valve shall be supplied between the coalescing separator on the compressor's discharge line and the purification system to maintain the positive pressure in the purification system when the compressor shuts down.

The purification system shall include Bauer's patented Securus Electronic Moisture Monitor System⁵. A sensor shall be located in the Securus purifier cartridge for direct monitoring of moisture levels. The Securus system shall warn the operator, in advance, of the impending expiration of the Securus cartridge via a scrolling text display message on the panel mounted operator / compressor interface. The compressor shall shut down automatically and the operator notified via scrolling text display message on the panel mounted operator / compressor interface should the operator fail to change the Securus cartridge within the warning period. The compressor shall not be capable of restarting until the used cartridge is replaced with a new one. The moisture monitoring system shall be of a fail-safe design. Should the electrical contact between the display module and sensor be disconnected, an immediate fault shut down shall be effected. For absolute safety and highest quality breathing air, no manual override shall be supplied for the moisture monitor.

Compressor Electrical Control & Instrumentation

The compressor control panel (CCP) shall include an across-the-line magnetic motor starter, fused power supply and PLC controller. The CCP shall be built in accordance with UL 508A, the standard for Industrial Control Panels and shall be affixed with a UL label.

⁵ U. S. Patent Number 4,828,589
VERTICUS PLUS

The PLC compressor control system consists of a programmable logic controller for the monitoring, protection and control of the compressor systems.

Standard features of the CCP include:

- A NEMA type 4 electrical enclosure
- UL electrical panel
- A 7" Human Machine Interface (HMI)
- Emergency Stop Palm Button
- Home screen customizable with distributor contact information
- Real Time Clock (time and date)
- Compressor on / off
- Digital Display of Compressor Final Pressure
- Digital Display of Compressor Oil Pressure
- Digital Display of current Compressor Run Time
- Digital Display of Final Separator Cycle Count
- Compressor High Temperature Shutdown and Alarm
- Full support of the Automatic Condensate Drain system (interval and duration set points adjustable thru the HMI - password protected)
 - Digital Display of time to next ACD Cycle
 - Condensate Drain Reservoir full alarm
- Full support of the optional CO monitoring system
- Full support of the optional Hydrogen Sulfide Monitoring system
- Full support of the optional B-Kool refrigerated dryer system
- Full support of SECURUS purification system moisture monitor warning and alarm functions
- Built in overtime timer set at 5 hours - optional times available
- Maintenance Timer (selectable between real time or compressor run time) to give Digital Display of all needed Preventative Maintenance Evolutions
- Motor overload alarm
- No resettable hour meter
- Recoverable Alarm History (last 5 fault shutdowns)
- Operator choice of display in BAR or PSI

For ease of Maintenance and Repair:

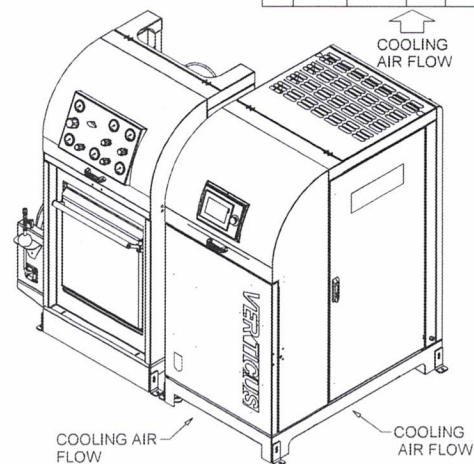
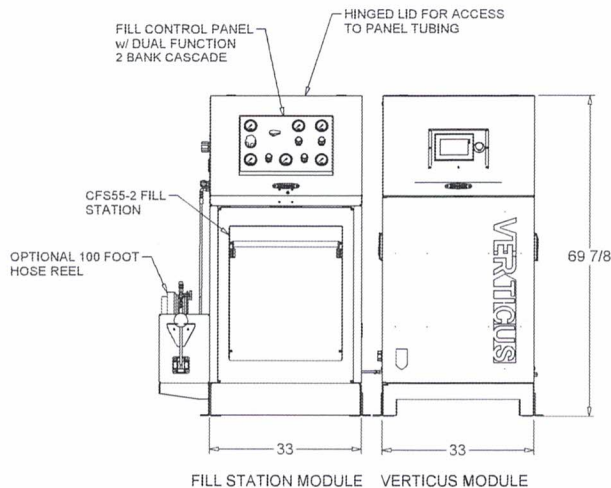
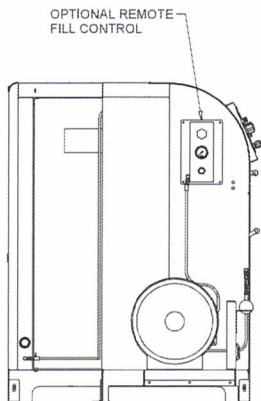
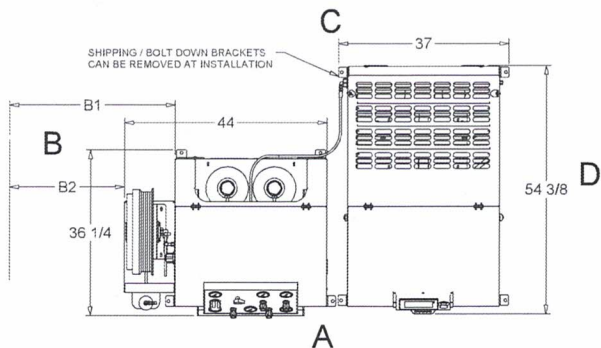
- PLC has removable Terminal Blocks for all functions
- Diagnostic EEPROM (Electrically Erasable Programmable Read-Only Memory) Capability
- Support of optional Communication Protocols
 - o Ethernet Connection
- Wiring shall be encapsulated within a split corrugated type loom. Each wire end connection shall be machine crimped and numbered.

The HMI will provide display of all safety / fault shutdowns with a text read-out of up to three potential causes for the fault / shutdown.

D

MINIMUM CLEARANCE REQUIRED FOR COOLING AIR FLOW AND MAINTENANCE

A = 36"
B = B1 = 36", B2 = 24"
C = 0-2"
D = 36"



THE FILL STATION MODULE IS INDEPENDENT OF THE COMPRESSOR MODULE
THE ONLY CONNECTION REQUIRED IS THE PRESSURE LINE

ESTIMATED WEIGHT:
2300 - 3050 lbs. DEPENDING
ON UNIT BUILD AND OPTIONS

COMPANY CONFIDENTIAL			
THIS DRAWING AND ALL INFORMATION THEREIN IS PROPERTY OF BAUER COMPRESSORS, INC. IT IS CONFIDENTIAL AND MUST NOT BE LOANED, REPRODUCED, COPIED, OR IN ANY MANNER DISCLOSED TO ANY OTHER PARTY WITHOUT THE WRITTEN PERMISSION OF BAUER COMPRESSORS, INC.			
DRAWN BY: JJB	BAUER COMPRESSORS, INC.		
DATE: 9/5/2018	NORFOLK, VIRGINIA		
APVD BY: MD	TITLE: OUTLINE DIMENSIONS		
DATE: 9/5/2018	USAGE: VERTICUS PLUS		
SCALE: 1" = 1'-0"	DRAWING #: ASY-2145		
PAPER: 11x17	REV: 9/5/2018		
DATE: 9/5/2018	SHEET: 1 OF 1		

The compressor oil pressure shall be monitored by a pressure transmitter and digitally displayed on HMI. The compressor shall shut down and a fault will be indicated on the HMI should the compressor's oil pressure drop below the factory preset value during operation. The oil pressure transmitter shall be by-passed during start-up to permit the oil pump to achieve the normal operating pressure.

The low oil pressure and final air pressure transmitters shall be equipped with sealed electrical connectors. The analog pressure sensors for oil pressure and final pressure shall have adjustable set point and dead-band thru the HMI (password protected).

A temperature switch shall be supplied on the head of the final stage of compression. The compressor shall shutdown and a fault will be indicated on the HMI should the final stage temperature exceed the tamper-proof set point during operation.

Fault shut downs shall not affect the ability to fill SCBA cylinders from the storage system as long as there is sufficient pressure in the storage to fill them.

Fill Station Control & Instrumentation

The instrument panel shall be located and arranged for visibility and easy access by the operator and for accessibility for inspection and maintenance. All components installed in the instrument panel shall be securely supported to eliminate vibration and undue force on instrument piping and to prevent damage during shipment, storage, operation, and maintenance. A hinged instrumentation panel shall be affixed to the front of the fill station module. The panel shall include a non-glare Lexan overlay. The overlay shall contain an embedded airflow schematic. The fill station instrument panel shall include the following standard features:

- Inlet pressure gauge
- Adjustable pressure regulator
- Regulated pressure gauge
- Two (2) fill control valves
- Two (2) fill pressure gauges
- One (1) relief valve for regulated fill pressure
- Two (2) Bank, Dual function cascade controls and including an air direction valve
- Provisions for factory or field modification to allow a different fill pressure at each fill position

The Dual Function cascade panels shall allow the simultaneous accomplishment of "refilling a storage bank" while "filling an SCBA from another storage bank" without the equalization of the storage bank pressures. Strategically placed tees and check valves shall allow the filling of a storage bank even though that storage bank's corresponding "bank valve" on the cascade panel is

in the closed position. In addition, the Dual Function system shall be equipped with an air directional valve to allow the operator to select "Fill From Storage" or "Fill From Compressor".

All piping and tubing shall be properly supported and protected to prevent damage from vibration during shipment, operation or maintenance. Piping and tubing shall be installed in a neat and orderly arrangement, adapting to the contours of the station. All instrument tubing shall be 300 series stainless steel.

All control panel mounted pressure gauges shall be 2 ½" diameter and be liquid filled. All panel-mounted components shall be labeled with a nameplate.

Air Storage System

The air storage rack shall be in a vertical configuration that is an integral part of the breathing air systems frame. The rack shall be designed and equipped with two (2) 6000 psi rated UN coded air storage receivers. Each receiver shall be built to accommodate 509 cubic feet of air at maximum pressure. Additionally, each receiver shall include a service valve and burst disc. The rack shall be designed to support the receivers in a secure manner and permit visual inspection of the receivers' external surface.

Containment Fill Station

The front-loading, two position; containment fill station shall totally enclose the SCBA or SCUBA⁶ cylinders during the refilling process.

The fill station's outer enclosure and door assemblies shall be constructed of formed ¼ inch thick plate steel. Venting shall be provided in the bottom of the fill station to allow the rapidly expanding air from a ruptured cylinder to escape from the fill station. The fill station shall be ergonomically designed for maximum operator convenience and safety for refilling cylinders. The fill station door and cylinder holder assembly shall tilt out towards the operator 45 degrees, providing unobstructed access to the cylinder holder to load and unload the cylinders. A heavy-duty gas spring shall be incorporated into the design of the fill station to assist the operator in opening and closing the fill station door. It shall take no more than approximately eighteen pounds of force to open or close the fill station door thereby eliminating operator fatigue.

Each cylinder holder shall consist of a thick walled polymer tube to prevent scuffing the outer surface of the SCBA cylinders. For complete operator protection, the fill station shall include a safety interlock system that will prevent refilling SCBA cylinders unless the fill station door is closed and secured in the locked position. The automatic interlock will require no actuation of secondary latching mechanism on the outside of the fill station.

Two fill hoses shall be located within the fill station. Each fill hose shall be equipped with a bleed valve and SCBA fill adapter of choice. Fill hose retainers shall be provided to anchor the fill hoses when not in use.

⁶ SCUBAs up to 31" maximum overall length including valve, boot and fill yoke.

Testing and Preparation for Shipment

The breathing air station shall be tested by the manufacturer prior to shipment. A copy of the manufacturer's test report shall be available upon request.

A manufacturer's nameplate shall be placed on the interior of the electric panel. The nameplate shall include, at a minimum, manufacturer's name, model number, serial number, compressor block number, and date of manufacture. Voltage, phase / frequency, and amperage are located on another label inside the electrical panel

The station shall be suitably prepared for motor freight transport. The station shall be bolted to a wooden pallet, wrapped in sheet plastic, and fully protected by a wooden crate. The compressor intake and similar openings shall be suitably covered. Component parts, loose parts or associated spare parts shall be packaged separately and shipped on the same pallet if feasible.

Documentation

A documentation package shall be supplied with the station. The documentation package shall include, at a minimum, an operation manual on CD, recommended spare parts list, warranty information and a start-up/warranty registration form.

The Operator's Instruction and Maintenance Manual for the breathing air station shall be as detailed as possible, outlining all operation and maintenance instructions. The manual shall include detailed illustrated drawings for the compressor block and all system components along with a complete parts listing for all illustrated components. Warnings and safety precautions shall be identified clearly in the manual.

Available Accessories

The following shall be offered by the manufacturer as accessories to the breathing air station:

- ASME air storage cylinders in lieu of DOT
- Carbon monoxide monitor with calibration kit
- Remote Fill with bulkhead fitting, regulator, pressure gauge, line valve, and quick connect coupling
- Dual cylinder refill system
- Tri pressure cylinder refill system
- Remote Fill with regulator, pressure gauge, line valve, quick disconnect couplings and an exterior cabinet mounted hose reel with 100 ft of high-pressure 6000 psi hose

Reference outline dimension drawing: ASY- 2145



Department of General Services
Procurement Division
707 Third Street, 2nd Floor
West Sacramento, CA 95605-2811

State of California
CONTRACT USER INSTRUCTIONS
****MANDATORY****

ISSUE AND EFFECTIVE DATE: 2/11/2019	
CONTRACT NUMBER:	1-19-42-07
DESCRIPTION:	Self Contained Breathing Apparatus (SCBA) Compressors
CONTRACTOR(S):	Bauer Compressors, Inc.
CONTRACT TERM:	2/12/2019 through 2/11/2022
STATE CONTRACT ADMINISTRATOR:	Steve Funderburk (916)375-4446 Steve.Funderburk@dgs.ca.gov

The contract user instructions, products, and pricing are included herein. All purchase documents issued under this contract incorporate the contract terms and applicable California General Provisions:

<http://www.documents.dgs.ca.gov/pd/modellang/GPnonIT060810.pdf> (GSPD-401 Non-IT Commodities, rev 06/08/2010)

Cal eProcure link: www.caleprocure.ca.gov

ORDER PLACEMENT INFORMATION		
U.S. Mail	Fax/Email	Contact Information
Bauer Compressors, Inc. 267 E Airway Blvd Livermore, CA 94551	Fax: (925) 449-7201 Email: Tim.McGuire@bauersf.com	Bauer Compressors, Inc. Tim McGuire Phone: (925) 449-7210 Email: (925) 449-7201

Steve Funderburk, Contract Administrator

Date: February 11, 2019

Contract (Mandatory) 1-19-42-07
Contract User Instructions

1. SCOPE

The State's contract with Bauer Compressors, Inc. (Contractor) provides Self Contained Breathing Apparatus (SCBA) Compressors at contracted pricing to the State of California/CAL FIRE and local governmental agencies in accordance with the requirements of Contract # 1-19-42-07. The contractor shall supply the entire portfolio of products as identified in the contract and will be the primary point of contact for data collection, reporting, and distribution of SCBA Compressors to the State.

The contract term is for three (3) years with an option to extend the contract for two (2) additional one (1) year period or portion thereof. The terms, conditions, and prices for the contract extension option shall be by mutual agreement between the contractor and the State. If a mutual agreement cannot be met the contract may be terminated at the end of the current contract term.

2. CONTRACT USAGE/RULES

A. State Departments

- The use of this contract is mandatory for State of California departments/CAL FIRE.
- Ordering departments must adhere to all applicable State laws, regulations, policies, best practices, and purchasing authority requirements, e.g. California Codes, Code of Regulations, State Administrative Manual, Management Memos, and State Contracting Manual Volume 2 and 3, as applicable.
- Prior to placing orders against this contract, departments must have been granted non-IT purchasing authority by the Department of General Services, Procurement Division (DGS/PD) for the use of this statewide contract. The department's current purchasing authority number must be entered in the appropriate location on each purchase document. Departments that have not been granted purchasing authority by DGS/PD for the use of the State's statewide contracts may access the Purchasing Authority Application at <http://www.dgs.ca.gov/pd/Programs/Delegated.aspx> or may contact DGS/PD's Purchasing Authority Management Section by e-mail at pams@dgs.ca.gov.
- Departments must have a Department of General Services (DGS) agency billing code prior to placing orders against this contract. Ordering departments may contact their Purchasing Authority contact or their department's fiscal office to obtain this information.

B. Local Governmental Agencies

- Local governmental agency use of this contract is optional.
- Local government agencies are defined as "any city, county, city and county, district or other governmental body or corporation, including the California State Universities (CSU) and University of California (UC) systems, K-12 schools and community colleges", empowered to expend public funds for the acquisition of products, per Public Contract Code Chapter 2, Paragraph 10298 (a) (b). While the State makes this contract available to local governmental agencies, each local governmental agency should determine whether this contract is consistent with its procurement policies and regulations.
- Local governmental agencies shall have the same rights and privileges as the State under the terms of this contract. Any agencies desiring to participate shall be required to adhere to the same responsibilities as do State agencies and have no authority to amend, modify or change any condition of the contract.
- A DGS issued billing code is not required for local governmental agencies to place orders against this contract.

- C. Unless otherwise specified within this document, the term "ordering agencies" will refer to all State departments and/or local governmental agencies eligible to utilize this contract. Ordering and/or usage

Contract (Mandatory) 1-19-42-07
Contract User Instructions

instructions exclusive to State departments or local governmental agencies shall be identified within each article.

3. DGS ADMINISTRATIVE FEES

A. State Departments

The DGS will bill each State department an administrative fee for use of this statewide contract. The administrative fee should NOT be included in the order total, nor remitted before an invoice is received from DGS.

Current fees are available online in the Price Book & Directory of Services located at:
<http://www.dgs.ca.gov/ofs/home.aspx> (Go to Price Book and click on "Purchasing" under Procurement Division.)

B. Local Governmental Agencies

For all local government agency transactions issued against the contract, the Contractor is required to remit the DGS/DP an Incentive Fee of an amount equal to 1% of the total purchase order amount excluding taxes and freight. This Incentive Fee shall not be included in the agency's purchase price, nor invoiced or charged to the purchasing entity. All prices quoted to local governmental agency customers shall reflect State contract pricing, including any and all applicable discounts, and shall include no other add-on fees.

4. PROBLEM RESOLUTION/SUPPLIER PERFORMANCE

Ordering agencies and/or contractors shall inform the State Contract Administrator of any technical or contractual difficulties encountered during contract performance in a timely manner. This includes and is not limited to informal disputes, supplier performance, outstanding deliveries, etc.

For contractor performance issues, ordering agencies must submit a completed Supplier Performance Report via email or facsimile to the State Contract Administrator identified in Article 26 Contract Administration. The ordering agency should include all relevant information and/or documentation (i.e. Purchase documents).

5. CONTRACT ITEMS

All available line items and associated pricing is listed on Attachment A, Contract Pricing.

6. SPECIFICATIONS

All products listed on Attachment A, Contract Pricing, must conform to the State of California Bid Specification Number 4210-4576, dated 10/8/2019.

7. CUSTOMER SERVICE

The Contractor will have a customer service unit that is dedicated to this contract. The customer service unit provides office and personnel resources for responding to inquiries, including telephone and email coverage weekdays during the hours of 8:00 a.m. - 5:00 p.m., PT.

The customer service unit shall be staffed with individuals that:

- Are trained in the requirements of this contract;
- Have the authority to take administrative action to correct problems that may occur; and
- Are designated for training and general customer service follow-up.

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The Contractor's customer service unit shall respond to all customer inquiries within one (1) business day of initial contact.

Contact	Phone	Email
Tim McGuire	(925) 449-7210	Tim.McGuire@bauersf.com

8. PRODUCT SUBSTITUTIONS

Products and configurations meeting or exceeding the category requirements shall be available throughout the duration of the contract term. The contract provides for technology refresh as models are discontinued or cease production and must be approved by the Contract Administrator. These changes will be made in the form of a contract supplement, and will not be effective until the supplement's release.

The Contractor shall not substitute products or configurations or modify catalog information without written approval from the DGS/PD State Contract Administrator.

The Contractor will maintain the contract discount as bid throughout the original term of the contract and any extension, including upon approved substitution.

If no substitute product is available that meets or exceeds the specifications due to fundamental technology or market change, the State may alter the common configurations to meet the updated marketplace standards. Obsolescence of a configuration may be determined at the discretion of the State.

9. PROMOTIONAL PRICING

During special pricing promotions, the Contractor shall offer State and local agency purchasers the promotional pricing or the discount percentage off list, whichever is lower.

The Contractor shall notify the Contract Administrator of all promotional pricing changes. Notification shall include at a minimum:

- Promotion start and end dates
- Models, products, and services included in the promotion
- Promotional pricing

Promotional pricing shall not be cause for a permanent change in pricing. Promotional pricing shall not be cause for contract refresh.

Promotional items shall come with all benefits of the statewide contract terms and conditions and shall include all provisions such as warranty and delivery.

10. PURCHASE EXECUTION

A. State Departments

1) Std. 65 Purchase Documents

State departments not transacting in FISCAL must use the Purchasing Authority Purchase Order (Std. 65) for purchase execution. An electronic version of the Std. 65 is available at the Office of State Publishing web site: <http://www.dgs.ca.gov/pd/Forms.aspx> (select Standard Forms).

All Purchasing Authority Purchase Orders (Std. 65) must contain the following:

- Agency Order Number (Purchase Order Number)
- Ordering Agency Name

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- Agency Billing Code
- Purchasing Authority Number
- Leveraged Procurement Number (Contract Number)
- Supplier Information (Contact Name, Address, Phone Number, Fax Number, E-mail)
- Line Item number
- Quantity
- Commodity Code Number
- Product Description
- Unit Price
- Extension Price

2) FI\$CAL Purchase Documents

State departments transacting in FI\$CAL will follow the FI\$CAL procurement and contracting procedures.

3) Blanket Orders

The use of blanket orders against this statewide contract is not allowed.

B. Local Governmental Agencies

Local governmental agencies may use their own purchase document for purchase execution. The purchase documents must include the same data elements as listed above. (Exception: Purchasing Authority Number is used by State departments only.)

11. MINIMUM ORDER

There is no minimum order for this contract.

12. ORDERING PROCEDURE

Ordering agencies are to submit appropriate purchase documents directly to the Contractor via one of the following ordering methods:

- U.S. Mail
- Facsimile
- Email

The Contractor's Order Placement Information is as follows:

ORDER PLACEMENT INFORMATION		
U.S. Mail	Facsimile	Email
Bauer Compressors, Inc. 267 E Airway Blvd Livermore, CA 94551	(925) 449-7201	Tim.McGuire@bauersf.com

Note: When using any of the ordering methods specified above, all State departments must conform to proper State procedures.

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13. ORDER ACCEPTANCE

The Contractor shall accept orders from any State department or local governmental agency. The Contractor shall not accept purchase documents for this contract that:

- Are incomplete
- Contain non-contract items
- Contain non-contract terms and conditions

The Contractor must not refuse to accept orders from any State department or local governmental agency for any other reason without written authorization from the Contract Administrator.

14. ORDER RECEIPT CONFIRMATION

The Contractor will provide ordering agencies with an order receipt confirmation, via e-mail or facsimile, within 48 hours of receipt of purchase document. The Order Receipt Confirmation shall include the following information:

- Ordering Agency Name
- Purchase Order Number
- Purchase Order Total Cost
- Anticipated Delivery Date

15. OUT OF STOCK REMEDY

Upon receipt of order acknowledgment identifying out of stock items, the ordering agencies shall have the following options:

- Request back order
- Cancel the item from the order with no penalty

Contractor will provide notification to the ordering agencies regarding out-of-stock items which have been back ordered.

Under no circumstance is the Contractor permitted to make substitutions with non-contract items or unauthorized products.

16. DISCONTINUED ITEM REMEDY

Upon receipt of order acknowledgment identifying discontinued items, the ordering agencies shall have the following options:

- Amend purchase document to reflect State-approved substitute item (per Article 8, Product Substitutions)
- Cancel the item from the order

Under no circumstance is the Contractor permitted to make substitutions with non-contract items or unauthorized products without approval from the Contract Administrator.

17. DELIVERY SCHEDULES

Delivery for orders placed against this contract shall be in accordance with the following:

A. Locations

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Deliveries are to be made statewide to the location specified on the individual purchase order, which may include, but not limited to inside buildings, and receiving docks.

B. Schedule

Delivery of ordered product shall be completed in full within ten (10) weeks (70 calendar days) after receipt of an order (ARO). Since receiving hours for each ordering agency will vary by facility, it will be the Contractor's responsibility to check with each facility for their specific delivery hours before delivery occurs. The Contractor must notify the ordering agency within twelve (12) hours of scheduled delivery time, if delivery cannot be made within the time frame specified on the Order Receipt Confirmation.

Contractor is requested to make deliveries in Los Angeles County, Orange County, San Bernardino Metropolitan Area, and San Diego Metropolitan Area during off-peak hours. Off-peak hours are Monday through Friday, 10:00 AM to 4:00 PM PT.

C. Consumables Schedule

Delivery of ordered Consumables shall be completed in full within five (5) business days ARO.

D. Security Requirements

Deliveries may be made to locations inside secure institutional grounds (such as the California State Prisons) that require prior clearances to be made for delivery drivers. Since security clearance procedures for each facility may vary, it will be the Contractor's responsibility for contacting the secure location for security clearance procedures, hours of operation for deliveries and service, dress code, and other rules of delivery.

18. FREE ON BOARD (F.O.B.) DESTINATION

All prices are F.O.B. destination; freight prepaid by the contractor, to the ordering organization's receiving point. Responsibility and liability for loss or damage for all orders will remain with the contractor until final inspection and acceptance, when all responsibility will pass to the ordering organization, except the responsibility for latent defects, fraud, and the warranty obligations.

19. SHIPPED ORDERS

All shipments shall be in accordance with the General Provisions, section 12 entitled "Packing and Shipment".

20. PACKING SLIP

A packing slip will be included with each shipment, which will include at least the following information in no particular order:

- Purchase Order Number
- Ordering Agency Name
- Line item description
- Quantity ordered
- Quantity included in shipment
- Any back ordered or out of stock items and availability date of unfilled and partial shipment
- Number of parcels
- Destination
- All information contained on the packing label

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21. PACKING LABEL

A packing label will also be included with each order shipped and include the following items, visible on the outside of the box:

- Authorized Purchaser
- Address
- Department and floor
- Authorized Purchaser Contact Name
- Authorized Purchaser Telephone Number

22. SAFETY DATA SHEET

The Contractor shall provide a Safety Data Sheet for product subject to Title 8 of the California Code of Regulations, Section 5194, Hazard Communication. The Safety Data Sheet is to be prepared and delivered in accordance with this Section.

23. INSTALLATION

Installation is mandatory on the contract.

The State shall ensure all public works related tasks have been completed prior to the Contractor delivering and securing the SCBA Compressor. The ordering agency will work with the Contractor directly to identify all requirements (e.g., power, foundation, etc.) for installation. Public works are NOT part of this contract.

The Contractor shall set/secure all SCBA Compressor unit in place, render operational and remove all dunnage at no cost to the State.

24. INSPECTION AND ACCEPTANCE

In accordance with the General Provisions, unless otherwise noted in the ordering agency's SOW, rejection of deliverables must be processed within 30 days of delivery or it shall be deemed as accepted by the State.

25. CONTRACT ADMINISTRATION

Both the State and the Contractor have assigned contract administrators as the single points of contact for problem resolution and related contract issues.

Administrator Information	DGS/PD (State Contract Administrator)	Bauer Compressors, Inc. (Contractor)
Contact Name:	Steve Funderburk	Bauer Compressors, Inc.
Telephone:	(916) 375-4446	(925) 449-7210
Facsimile:	(916) 375-4613	(925) 449-7201
Email:	Steve.Funderburk@dgs.ca.gov	Tim.McGuire@bauersf.com
Address:	DGS/Procurement Division Attn: Steve Funderburk 707 Third Street, 2 nd Floor, MS 201 West Sacramento, CA 95605	Bauer Compressors, Inc. Attn: Tim McGuire 267 E Airway Blvd Livermore, CA 94551

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26. RETURN POLICY

Contractor will accept all products for return at no cost to the ordering agency within thirty (30) calendar days of delivery, and refund the customer in full.

Note: Products returned should be in the packaging as delivered and include all documentation. Lost or damaged packaging materials and/or documentation shall be supplied by the Contractor. The Contractor shall not charge for these materials in excess of the Contractor's cost or the ten (10) percent Restocking Fee, whichever is lower.) The Contractor shall provide the Contract Administrator and/or ordering department a copy of the Contractor's material cost, if requested, within ten (10) days of request.

All returns shall be picked up within seven (7) working days of notification. Notification is defined as notice in writing, by facsimile or e-mail.

27. CREDIT POLICY

The Contractor shall offer credit/refund for the following items:

- Items shipped in error
- Items that are returned within 30 calendar days of delivery
- Defective or freight-damaged items

In all cases, the ordering agency shall have the option of taking an exchange or receiving a credit, or receiving a refund.

The Contractor will be responsible for the credit or replacement of all products, including those covered by manufacturer warranties. Contractor cannot require the ordering agency to deal directly with the manufacturer.

28. RESTOCKING FEES

The Contractor will not impose a restocking fee on the ordering agency for the following situations:

- Items returned that were damaged upon receipt
- Incorrect items shipped
- Items that are returned within 30 calendar days of delivery. (See above)
- Items that are returned, but exchanged for other items within 30 calendar days. (See above)

Re-stocking fees for all other reasons shall be no more than ten percent (10%) of the value of the items needing re-stocking.

The packaging and documentation provisions of Article 26, Return Policy, shall apply to re-stocked items.

The Contractor will not be required to accept returns more than 60 days after delivery. The State will be responsible for return transportation costs to the Contractor if so accepted after 60 days after delivery.

29. INVOICING

Ordering agencies may require separate invoicing, as specified by each ordering organization. Invoices will contain the following information:

- Contractor's name, address and telephone number
- Contract Number
- Purchase Order Number
- Item and commodity code number
- Quantity purchased

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- Contract price and extension
- State sales
- Prompt payment discounts/cash discounts, if applicable
- Totals for each order

30. PAYMENT

A. Terms

Payment terms for this contract are net forty-five (45) days. Payment will be made in accordance with the provisions of the California Prompt Payment Act, Government Code Section 927, et seq. Unless expressly exempted by statute, the Act requires State departments to pay properly submitted, undisputed invoices not more than forty-five (45) days after the date of acceptance of goods, performance of services, or receipt of an undisputed invoice, whichever is later.

B. CAL-Card Use

State departments may use the CAL-Card for the payment of invoices. Use of the CAL-Card requires the execution of Purchasing Authority Purchase Order (Std. 65) and must include all required documentation applicable to the purchase.

The CAL-Card is a payment mechanism, not a procurement approach and, therefore, does not relieve departments from adhering to all procurement laws, regulations, policies, procedures, and best practices, including those discussed in the State Contracting Manual (SCM) Volume 2. This includes but is not limited to the application of all sales and use tax laws, rules and policies as applicable to the purchase.

C. State Financial Marketplace

The State reserves the right to select the form of payment for all procurements, be it either an outright purchase with payment rendered directly by the State, or a financing/lease-purchase or operating lease via the State Financial Marketplace (GS \$Mart and/or Lease \$Mart). If payment is via the financial marketplace, the Contractor will invoice the State and the State will approve the invoice and the selected Lender/Lessor for all product listed on the State's procurement document will pay the Contractor on behalf of the State.

D. Payee Data Record

Each State accounting office must have a copy of the Payee Data Record (Std. 204) in order to process payments. State departments should forward a copy of the Std. 204 to their accounting office. Without the Std. 204, payment may be unnecessarily delayed. State departments should contact the Contractor for copies of the Payee Data Record.

31. CAL-CARD INVOICING

All CAL-Card invoices are to be processed separately from other payment methods and include the elements identified in Article 29, Invoicing. CAL-Card invoices shall be submitted to the CAL-Card account holder. The total invoice amount for each CAL-Card order must reflect a zero balance due or credit, if applicable, and state "paid by CAL-Card".

For additional information regarding DGS/PD's CAL-Card program, see the following website:
<http://www.dgs.ca.gov/pd/Programs/CALCard.aspx>.

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32. CALIFORNIA SELLER'S PERMIT

The California seller permit number for the Contractor is listed below. State departments can verify that permits are currently valid at the following website: www.boe.ca.gov. State departments must adhere to the file documentation required identified in the State Contracting Manual Volume 2.

Contractor Name	Seller Permit #
Bauer Compressors, Inc.	21-820120

33. WARRANTY

The Contractor must honor all manufacturers' warranties and guarantees for a period of two (2) years from the date of acceptance on all products offered as part of this contract. The Contractor shall bear all material and labor costs for repair of equipment defects and failure. The bid price cost shall include the manufacturer's warranty cost.

During the warranty period, the Contractor must:

- Honor all manufacturers' warranties and guarantees on all products offered through the contract.
- Continue to provide warranty service after contract termination until expiration of warranties for products that have been sold under the contract.
- Provide all labor, parts, and travel necessary to keep the products in good operating condition and preserve its operating efficiency in accordance with its technical specifications.
- Pay any necessary shipment and insurance costs.

The warranty services listed shall include all product maintenance costs and costs of labor, parts, travel, factory overhaul, rehabilitation, transportation and substitute product as necessary. If it is necessary to remove any products from an authorized purchaser's location where on-site warranty is specified, the Contractor will provide substitute products at the time of removal. Substitute products will be comparable to or better than the products removed. In instances where it is necessary for the Contractor to return the products to the factory, the Contractor will be responsible for all costs of the products from the time it leaves the authorized purchaser's site until it is returned to the site in good operating condition. Only new standard parts will be used in effecting repairs. Parts that have been replaced will become the property of the Contractor. Replacement parts installed will become the property of the authorized purchaser.

Warranty services during the warranty period will not include electrical work external to the products, the furnishing of supplies, or adding or removing accessories, attachments, or other devices not provided under this contract. Warranty services also will not include repair of damage resulting from transportation by the authorized purchaser between State or local sites or from accident, unless the accident is caused by negligent or intentional acts or omissions of Contractor or its agents.

34. QUALITY ASSURANCE GUARANTEES

The Contractor shall represent and warrant that SCBA Compressor products provided shall be free from defects in material and workmanship, given normal use and care, over the period of the manufacturer warranty. The terms of this contract will supersede any language to the contrary on purchase orders, invoices, or other sources. Contractors must use new products, parts, and components for all new equipment purchased by the State.

35. EQUIPMENT REPLACEMENT DURING WARRANTY

If the product provided fails to perform in accordance with technical specifications and functional descriptions contained or referenced in the awarded contract agreement and is subject to warranty response three (3) or more times during any ninety (90) day period, the Contractor will upon the authorized purchaser's request,

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replace the product at no price. The replacement product will be delivered no later than fifteen (15) working days after the authorized purchaser's request is received by the Contractor. Replacement goods cannot be used, refurbished or recycled.

36. RECYCLED CONTENT

State departments are required to report purchases in many product categories. The Postconsumer-Content Certification Form for the Contractor is attached as Attachment C.

37. SMALL BUSINESS/DISABLED VETERAN BUSINESS ENTERPRISE PARTICIPATION

The small business (SB) and disabled veteran business enterprise (DVBE) certifications and percentages for the Contractor and subcontractor are listed below. State departments can verify that the certifications are currently valid at the following website: www.caleprocure.ca.gov.

Name	Prime or Subcontractor	OSDS Certification #	SB Percent (%)	DVBE Percent (%)
Compressed Air Specialties	Subcontractor	58098	1%	0%

The contractor will meet the contract SB participation percentages as follows:

SB Participation: The subcontractor (Compressed Air Specialties) is a California certified SB. For each order placed through this contract and serviced by Compressed Air Specialties State departments can claim 1% SB participation.

There is no disabled veteran business enterprise (DVBE) participation for this contract.

38. BIDDER DECLARATION/COMMERCIALLY USEFUL FUNCTION (CUF)

The DGS/PD, as the awarding department, has assessed the prime Contractor and subcontractor certifications and CUF during the solicitation evaluation process. Consequently, when executing purchase documents pursuant to this contract, it is not necessary for State departments operating under statewide contract purchasing authority to request the completion of a Bidder Declaration document or perform additional CUF analysis. The department should make a notation of this within their procurement file.

39. ATTACHMENTS

Attachment A – Contract Pricing

Attachment B – Specification 4210-4576, dated 10/8/2018

Attachment C – Postconsumer Content Certification Workbook

1.0 SCOPE

This specification describes the requirements for fixed Self-Contained Breathing Apparatus (SCBA) compressor units to be purchased for the CAL FIRE training centers and stations statewide. These fixed SCBA compressor units will be used to fill air containers for use with SCBA systems which will be employed in Immediately Dangerous to Life or Health (IDLH) environments by CAL FIRE personnel. The compressor units shall include all required components necessary for installation at the time of delivery. All equipment provided shall meet form, fit, function and performance.

2.0 APPLICABLE SPECIFICATIONS / STANDARDS / CODES

Specifications and standards referenced in this document are in effect on the opening of the invitation for bid form a part of the specification where referenced.

3.0 REQUIREMENTS**3.1 General Requirements for Fixed SCBA Compressor Units**

- 3.1.1 Compressor, cylinders and fill station shall be mounted on an enclosed single platform
- 3.1.2 National Fire Protection Association (NFPA) 1901-2016 standard sealed unit
- 3.1.3 National Fire Protection Association (NFPA) 1989 Grade E air purification system
- 3.1.4 6000 Pounds per Square Inch, Gage (PSIG)
- 3.1.5 Carbon Monoxide (CO) monitor included
- 3.1.6 A minimum of one quick connect fill hose of each type listed below for each fill valve in the refilling cabinet.
 - 3.1.6.1 3,000 pound cylinders
 - 3.1.6.2 4,500 pound cylinders
 - 3.1.6.3 Self-Contained Underwater Breathing Apparatus (SCUBA) tanks
- 3.1.7 Optional Compressor Specifications
 - 3.1.7.1 100' quick connect hose reel

3.2 Fixed SCBA Compressor Units- Phased Power Circuits

- 3.2.1 A minimum of 13 Standard Cubic Feet per Minute (SCFM)
- 3.2.2 A minimum of 10 horsepower (HP) Available with single phase and three phase, dependent upon the location requirements
 - 3.2.2.1 Single phase 230V
 - 3.2.2.2 Three phase voltages (208V, 230V, and 460V)
- 3.2.3 Two (2) American Society of Mechanical Engineers (ASME)-certified pressure relief valves (each cylinder with spare pressure relief valve)
- 3.2.4 An NFPA blast-protected refilling cabinet with the capacity to refill a minimum of two (2) cylinders at once.
 - 3.2.4.1 Adjustable height to allow for different sizes of cylinders ranging from 20 inches to 31 inches

3.3 Fixed SCBA Compressor Units-Three Phase Power Circuits

- 3.3.1 A minimum of 18 Standard Cubic Feet per Minute (SCFM)
- 3.3.2 A minimum of 15 horsepower (HP) for three phase voltages (208V, 230V, and 460V)
- 3.3.3 Two (2) American Society of Mechanical Engineers (ASME)-certified pressure relief valves (each cylinder with spare pressure relief valve)
- 3.3.4 An NFPA blast-protected refilling cabinet with the capacity to refill a minimum of two (2) cylinders at once.

-
- 3.3.4.1 Adjustable height to allow for different sizes of cylinders ranging from 20 inches to 31 inches

3.4 Fixed SCBA Compressor Units-High Yield

- 3.4.1 A minimum of 33 Standard Cubic Feet per Minute (SCFM)
- 3.4.2 A minimum of 25 horsepower (HP) for three phase voltages (208V, 230V, and 460V)
- 3.4.3 Four (4) American Society of Mechanical Engineers (ASME)-certified pressure relief valves (each cylinder with spare pressure relief valve)
- 3.4.4 An NFPA blast-protected refilling cabinet with the capacity to refill a minimum of three (3) cylinders at once.
 - 3.4.4.1 Adjustable height to allow for different sizes of cylinders ranging from 20 inches to 31 inches

Contract ID 1-19-42-07

Contract Type

Statewide Contract

Acquisition Type

NON-IT Goods

Status

Active

Description

SCBA Compressors - Mandatory Statewide Contract

Supplier Name

BAUER COMPRESSORS INC

Supplier ID

0000013048

Begin Date

02/11/2019

Expire Date

02/10/2023

Categories

[Collapse Categories](#)

Contract Administrator

[Collapse Buyer Info](#)

Buyer

Rita Seale

Department

DGS - Statewide Procurement

Email

rita.seale@dgs.ca.gov

Phone

916/375-4804

Attachments

[Collapse Attachments](#)

1-4 of 4

Attachment File

Attachment_A_-_Contract_Pricing_-_Supplement_2.xlsx [View](#)

User_Instructions_1-19-42-07_-_Supplement_3.docx [View](#)

Attachment_B_-_Product_Specification_4210-4576.pdf [View](#)

Attachment_C_-_Postconsumer-Content_Cert._Form.pdf [View](#)

Contract Line Items

[Collapse Contract Line Items](#)

1 of 1
Download

Item ID	Description	UOM	Unit Price	UNSPSC C	UNSPSC Description	MFG Name	MFG Item ID	EPP/SABRC	Status
	SCBA Compressor s	Each		40151600	Industrial pumps & compressors - Compressor s				



AGENDA BILL

Agenda Item No. 8.A.

Date: June 7, 2022
To: El Cerrito City Council
From: Karen Pinkos, City Manager, City Management; Sandra Dalida, Finance Director/City Treasurer, Finance Department
Subject: CITY COUNCIL/PUBLIC FINANCING AUTHORITY/EMPLOYEE PENSION TRUST BOARD ITEM
Proposed Fiscal Year 2022-23 Budget

ACTION PROPOSED

Receive and file a presentation on the Draft Proposed FY 2022-23 City Budget and provide direction to staff as necessary.

BACKGROUND

The City of El Cerrito's Fiscal Year 2022-23 Proposed Annual Budget presents the City's projection of revenues and expenditures for the next fiscal year. It describes in detail the various components of the City, each of its departments and divisions, and the City's separate legal entities: the Employee Pension Board and the El Cerrito Public Financing Authority. The budget also describes the City's mission, vision, and values, outlines overall goals and strategies developed through the Strategic Plan, and indicates how resources are allocated to fulfill these objectives.

The City Council has closely monitored the budget and the City's financial position for the past three years in light of the State Auditor's report and the ongoing COVID-19 pandemic. The Council has provided direction to staff that has resulted in adjustments in revenue and reductions in expenses over the past two fiscal years, with an eye toward short-term budget strategies as well as long-term budget solutions that will restore the City to fiscal health and build the General Fund reserves to recommended levels. As a result of these significant strategies, coupled with a robust real estate market and funding from the Federal Government, the City realized a positive General Fund balance that exceeded the Government Finance Officers Association (GFOA) recommended standard of 17% of General Fund expenditures.

The City Council and City staff have been committed to returning the City to fiscal stability, and ensuring the City's long-term financial sustainability. The FY 2022-23 budget was prepared with these same goals in mind, and staff continues to be intentionally conservative with respect to revenue projections and expenditure levels due to the continuing uncertainty with respect to the ongoing pandemic and its effect on the economy.

The draft proposed budget document has been published on the City's [website](#) and provided to the City Council and the Financial Advisory Board. The presentation will

introduce the FY 2022-23 Proposed Budget and provide an overview of all funds and departments for the City Council's review and discussion. The City Council will consider approval of the FY 2022-23 Proposed Budget at a subsequent Council meeting.

ANALYSIS

City staff has again prepared a budget document that will span one fiscal year, July 1, 2022 to June 30, 2023. As with the last two years, due to the ongoing pandemic and volatile economy, staff felt it was prudent to continue to consider a one-year budget so that the City Council can be more flexible with respect to any necessary budget amendments or adjustments. Staff seeks to return to a biennial budget process next fiscal year, once the pandemic has ended and economic conditions are more certain.

With all funds combined, the Proposed FY 2022-23 Budget recommends total expenditures of \$69.5 million that provides funding for all City services, including Police, Fire, Recreation, Community Development, Public Works, and City Management. These funds include an increase of approximately \$11 million in the City's Capital Improvement Fund (CIP) from state and federal grant funding for the El Cerrito Del Norte Complete Streets project, on which construction will begin during this fiscal year. The Proposed Budget seeks to restore some services during this fiscal year that had previously been deferred or eliminated. Revenue and expenses were analyzed against prior year trends (particularly pre-pandemic levels) and expectations for this fiscal year. The Proposed Budget assumes a 3% Cost of Living Adjustment (COLA) for all staff.

The Proposed FY 2022-23 General Fund budget does not include budget reductions this fiscal year as was required in previous years. For FY 2022-23, staff is proposing a General Fund budget with revenues of \$45.6 million and expenditures amounting to \$44.8 million. The City Council has directed staff to prepare a budget that will seek to maintain General Fund reserves, which staff has benchmarked at the GFOA recommended level of 17% at a minimum. Additionally, the City Council directed staff to set a goal of a surplus each year of \$1 million of revenues over expenditures, at the recommendation of the Financial Advisory Board (FAB). The Proposed FY 2022-23 budget assumes a surplus of \$813,054. Staff will closely monitor revenue and expenditure trends and will continue to update the City Council throughout the fiscal year and in the quarterly reports in order to make adjustments if necessary based on economic conditions.

Highlights of the Proposed FY 2022-23 Budget include:

- City Administration:
 - Restoration of one position in the City Manager's office, to assist with public information, community engagement, support for emergency services, and other City Management initiatives.
 - Increase in professional services funding for the BART Library project and grant writing services.
 - Annual cost for increased Library hours at the El Cerrito Library.
 - Costs for the 2022 General Election.

- Community Development:
 - Additional funding for consulting and contract services to supplement vacant positions as well as specific development-related services that will be recovered by development-related revenues.
 - Continued technology upgrades to enhance services to the public.
- Finance:
 - An account technician position is proposed to be reclassified to an Accountant I position to enhance service and provide increased support to the Department.
- Fire:
 - Additional funding for training and updated equipment for personnel.
- Police:
 - Renegotiated contract with City of Richmond for dispatch services that is based on a proportional cost for the operation of their dispatch communications center.
 - Restores upgrades to equipment including body worn cameras and patrol vehicles.
 - Pilot program for uniform cleaning services.
- Public Works:
 - Restoration of some costs to the General Fund for landscape maintenance and utilities that had been previously funded as eligible expenses within the Measure H fund.
 - Reallocation of Management Analyst to be 50% funded by the General Fund, allowing this position to expand workload to include Climate Action activities.
- Recreation:
 - Restoration of programming to achieve pre-pandemic levels.
 - Restoration of the Fourth of July/World One festival, which had been canceled for the past two years due to the pandemic, utilizing the generous fundraising effort to offset costs of the festival from the General Fund.
 - Facilitating transfer of lease of one of the former Midtown Activity Center portables to the Kensington Police Protection and Community Services District for temporary use.
 - Restoring Senior Services activities above the core services that had been in place due to the pandemic.

American Rescue Plan Act (ARPA)

The American Rescue Plan Act (ARPA) was passed by Congress and signed by President Biden on March 11, 2021. The City's allocation of ARPA funding is \$6.1 million; the City received the first tranche of \$3.05 million in July 2021 and expects to receive the second tranche of \$3.05 million in July 2022. The City Council directed staff to use ARPA funding to maximize General Fund reserves. In its Final Rule that regulates the use of ARPA funds, the US Treasury provided a standard allowance of up to \$10 million for using the funding to backfill revenue losses sustained due to the pandemic, allowing for wide categories of eligible expenses for general government

services including public safety (Police and Fire) expenses, administrative expenses, childcare expenses, and software and infrastructure expenses. The City, per US Treasury requirements, has provided its annual expenditure report that reflects the City's use of ARPA funding as revenue loss per the Final Rule. As such, the first tranche was allocated to general government services for FY 2020-21, which had an impact on the City's General Fund balance of \$3.05 million, for a total General Fund balance of \$7.1 million as of the end of FY 2020-21. City staff intends to do the same allocation for FY 2021-22 expenditures with the second tranche of \$3.05 million, which will result in an increase of the same amount in the General Fund balance. Therefore, no ARPA funds are included within the proposed revenues for the FY 2022-23 Budget.

One-time Projects/Expenditures

At the May 24, 2022 joint meeting of the City Council and Financial Advisory Board that previewed the FY 2022-23 budget, staff presented an option for City Council to consider funding some projects out of General Fund balance, as they are one-time expenditures. This would allow the City Council to consider funding these projects separately, and utilize some of the one-time funding that had been realized through the previous year's surplus as well as from American Rescue Plan Act (ARPA) funding. Additionally, this allows the Council to use the expected FY 2022-23 revenues for mainly ongoing expenses, most of which are related to personnel. Staff is recommending three projects that will be undertaken this fiscal year that would be proposed to utilize fund balance, including:

- Classification and Compensation Study - \$200,000. Proposals have been received for this study and staff expects to bring a contract for City Council's consideration in July.
- General Plan Safety Element - \$175,000 (estimate). This element is required by the State of California upon updating the Housing Element, which is underway. Staff expects to release a Request for Proposals (RFP) for these services near the end of the summer, with the intention of beginning the project before the end of the calendar year. Staff will also seek grant funding, if available, to offset this expected cost.
- Climate Action Plan update - \$85,000 (estimate). The Proposed FY 2022-23 budget assumes the Management Analyst position to be restored to 50% funding, allowing the position to work on Climate Action Activities. Staff expects to release an RFP for consulting services to assist in developing the update to the Climate Action Plan after the FY 2022-23 Budget is adopted. Staff will also seek grant funding, if available, to offset this expected cost.

For each of these projects, instead of including the expenses within the Proposed FY 2022-23 Budget, staff will separately bring the contracts for these items to the City Council and request a separate appropriation from General Fund balance to fund the projects. The estimated cost of the three projects in total would have an impact of \$460,000 to the General Fund balance. For reference, the General Fund balance as of FY 2020-21 Year End is \$7,143,262; for the current fiscal year, the City will receive the second tranche of ARPA funding in the amount of \$3.05 million and expects a surplus of approximately \$580,000. This would result in a General Fund balance of \$10,773,262 as of the end of FY 2021-22.

STRATEGIC PLAN CONSIDERATIONS

The FY 2022-23 Proposed Budget represents a plan to ensure that Citywide Revenue meets the cost of providing Citywide services, including the continued replenishment of adequate reserves for unanticipated revenue shortfalls. It will further ensure procedures that represent best practices in financial management. This item seeks to fulfill Goal B, Achieve Long-Term Financial Sustainability.

ENVIRONMENTAL CONSIDERATIONS

This section is not applicable to this agenda item.

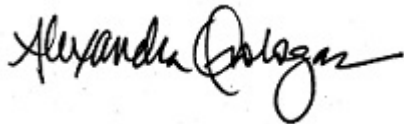
FINANCIAL CONSIDERATIONS

The City Council will begin its review of the FY 2022-23 Proposed Budget and no action is requested, therefore no financial impact is accounted for at this time. At subsequent City Council meetings, the City Council will consider the appropriations authority for all funds for the City and its and legal entities.

LEGAL CONSIDERATIONS

This section is not applicable to this agenda item.

Reviewed by:



Alexandra Orologas, Assistant City Manager

Attachments:

1. FY22-23 DRAFT Budget Book
(online at <https://www.el-cerrito.org/DocumentCenter/View/17341/Draft-FY22-23-Budget-Book>)
1. FY 2022-23 Draft Proposed Budget



**City of El Cerrito, CA
DRAFT
Proposed Budget Fiscal Year 2022-23**

10890 San Pablo Avenue El Cerrito CA 94530 • www.el-cerrito.org



PROPOSED BUDGET

FISCAL YEAR 2022-223

CITY OF EL CERRITO

EMPLOYEES PENSION BOARD

PUBLIC FINANCING AUTHORITY

CITY COUNCIL

Mayor Gabriel Quinto

Mayor Pro Tem Lisa Motoyama

Councilmember Janet Abelson

Councilmember Paul Fadelli

Councilmember Tessa Rudnick

CITY COUNCIL APPOINTEES

City Manager Karen Pinkos

City Attorney Sky Woodruff

APPOINTED OFFICIALS

Assistant City Manager Alexandra Orologas

Chief of Police Paul Keith

Fire Chief Michael Pighi

Community Development Director Melanie Mintz

Finance Director/City Treasurer Sandra Dalida

Public Works Director/City Engineer Yvetteh Ortiz

Recreation Director Chris Jones

City Clerk Holly M. Charléty



OUR VISION

The City of El Cerrito is a safe, connected, and environmentally focused Bay Area destination with vibrant neighborhoods, businesses and public places, and diverse cultural, educational and recreational opportunities for people of all ages.

OUR MISSION

The City of El Cerrito serves, leads and supports our diverse and transit-rich community by providing exemplary and innovative services, public places and infrastructure, ensuring public safety, and creating an economically and environmentally sustainable future.

OUR VALUES

Our values drive behavior and support effective implementation of the mission, vision, and goals. The City's values include:

Ethics and Integrity

Fiscal Responsibility

Inclusiveness and Respect for Diversity

Innovation and Creativity

Professional Excellence

Responsiveness

Transparency and Open Communication

**CITY OF EL CERRITO
PROPOSED FY 2022-23 BUDGET
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CITY MANAGER'S BUDGET MESSAGE

June 7, 2022

Honorable Mayor, City Councilmembers, and El Cerrito Community:

I hereby present the City of El Cerrito Fiscal Year 2022-23 Budget. The annual budget represents the spending plan that provides funding for all City services and programs that support our vision to keep our community safe, connected, and environmentally focused; with vibrant neighborhoods, businesses, and public places; and diverse cultural, educational, and recreational opportunities for people of all ages.

Once again, the City has completed another challenging and extraordinary fiscal year. We continued to tackle our financial challenges exacerbated by the impacts of the still ongoing COVID-19 coronavirus public health crisis. We worked through the impacts of the difficult decisions made by the City Council and City staff over the past two fiscal years that reduced our budget by millions. Our most valuable resource, our City staff, has been pushed to its limits as the impact of staff reductions and vacancies have had an effect on services to the public and employee morale. Management and Confidential staff once again faced a year with no cost-of-living adjustments and continued salary reductions through furloughs and other benefit cuts. For the past two fiscal years, I have had to lead a team that has worked harder than ever to keep the City running, with less resources available to do so and while working under constant uncertainty and anxiety due to the pandemic.

But...what a difference a year makes. This City and its staff have not only persevered, they met the challenges head on, providing services and surviving the impacts. And thanks to our hard work, we have been able to take advantage of revenue enhancements resulting from federal funding and a robust real estate market. Our actions have been the key to weather this storm and bring the City back to fiscal stability.

As a reminder, in FY 2020-21, the City worked to tackle the structural financial issues and lack of General Fund reserves while addressing the impacts of the COVID-19 coronavirus global pandemic. This public health crisis has changed the lives of El Cerrito residents and people around the world as extraordinary health and safety measures have been implemented, and the closure of businesses throughout California and the U.S. has placed the economy into uncharted financial territory.

El Cerrito is fortunate to have well-diversified and resilient sources of revenues. During the past two fiscal years, revenue estimates were revised downward to factor in the economic impact of the pandemic on the economy and drastic budget reductions were enacted to address the negative General Fund balance. However, revenues did not decrease as forecasted and instead grew beginning in FY 2020-21. Additionally, the American Rescue Plan Act (ARPA) included \$6.1 million to El Cerrito paid over two years to primarily address revenue loss and other needs due to the pandemic.

The result is an amazing turnaround in the General Fund at the end of FY 2020-21 netting an ending fund balance of \$7.1 million, or 18% of FY 2021 expenditures, exceeding both the City's policy of a minimum fund balance reserve of 10% and the GFOA-recommended 17% of expenditures. The City now can work from a position of budget stability for the first time in many years.

The City continued to face challenges over the 2021-22 fiscal year but there are many positive changes that occurred. Our City Council and staff is justifiably proud of the work that we have collectively done so far, to identify problems and focus on solutions. We have taken a large step forward this fiscal year to bring

the City toward financial sustainability, adapt and adjust our programs and services with the public's health as the highest priority, and deliver those services in a manner that respects and values the lives of the people we serve. All City departments continue to explore new ways of delivering services and many developed innovative solutions, while staying true to our vision, mission, and values. The most essential of our services continue, allowing us to stay flexible to adapt to what we hope will be continuing improvement of economic and health conditions in the next fiscal year. Going forward the City's focus will be on sustainability, seeking to continue the positive trajectory of our fiscal health by thoughtfully and strategically restoring services as resources allow, while maintaining a healthy General Fund balance and adhering to the City's financial policies.

Through it all, I am extremely proud of the work that our City team has achieved. It has not been an easy year, and there have definitely been struggles throughout the entire City organization. But the City's resilience speaks for itself. And we have reason to be hopeful for the future as the pandemic begins to wane and life returns to something resembling "normal".

The FY 2022-23 Proposed Budget, similar to the last two fiscal years, has been created in an uncertain economic and financial environment due to the ongoing COVID-19 global pandemic. While there is hope on the horizon, the lasting effect of this public health crisis still remains unknown, and as the economy recovers we are still in uncharted financial territory. Further, the passage of the American Rescue Plan Act (ARPA), which provided direct funding to cities including El Cerrito, will go a long way toward providing relief from the impacts of the pandemic. The economic crisis has impacted the vital revenue sources cities use to provide essential services. We cannot overstate the challenge these kinds of revenue losses pose for local governments.

The FY 2022-23 budget prioritizes essential services amid challenging economic conditions. The budget reflects thoughtful and strategic coordination across the organization, as well as significant contributions by City employees. Every department in the City has considered the programs and services it offers. In many instances, departments have had to do more with less, develop new systems and protocols, and find creative ways to meet the community's needs in a time when resources are declining. There will be continuing service level impacts, and we appreciate the City Council and the community's understanding as we continue to navigate this reality.

The City's Strategic Plan continues to provide the foundation for developing the Budget for FY 2022-23. While the intent was to update the Strategic Plan with new goals and objectives in FY 2021, the Plan's current guiding principles and strategic goals remain relevant. In making budget recommendations, all City departments explored new ways of delivering services and many developed innovative solutions. The most essential of our services continue, allowing us to stay flexible to adapt to what we hope will be improving conditions in the next fiscal year, while staying true to our mission, vision, and values.

This proposed budget once again does not include ARPA funding, which totaled \$6.1 million over two fiscal years. The City's allocation of ARPA funding is \$6.1 million; the City received the first tranche of \$3.05 million in July 2021 and expects to receive the second tranche of \$3.05 million in July 2022. The City Council directed staff to use ARPA funding to maximize General Fund reserves. In its Final Rule that regulates the use of ARPA funds, the US Treasury provided a standard allowance of up to \$10 million for using the funding to backfill revenue losses sustained due to the pandemic, allowing for wide categories of eligible expenses for general government services including public safety (Police and Fire) expenses, administrative expenses, childcare expenses, and software and infrastructure expenses. The City, per US Treasury requirements, has provided its annual expenditure report that reflects the City's use of ARPA funding as revenue loss per the Final Rule. As such, the first tranche was allocated to general government services for FY 2020-21, which had an impact on the City's General Fund balance of \$3.05 million, for a total General Fund balance of \$7.1 million as of the end of FY 2020-21. City staff intends to do the same allocation for FY 2021-22 expenditures with the second tranche of \$3.05 million, which will result in an increase of the same amount in the General Fund balance. Therefore, no ARPA funds are included within the proposed revenues for the FY 2022-23 Budget. The intent of City staff will be to recommend using the funds to strategically aid in the recovery as well as position the City for long term success.

FISCAL RECOVERY PLAN AND STATE AUDITOR REPORT

The City continues to respond to the recommendations within the California State Auditor report initially issued in March 2021 that placed the City on its Local High Risk Program. Since then, the City responded to the report March 16, 2021 and prepared a Corrective Action Plan (CAP) that was submitted within 60 days of the report's publication, which was presented to the El Cerrito City Council in draft format on April 20, 2021. The Council reviewed the proposed actions, provided comments, and committed to the creation of a Fiscal Recovery Plan. In addition, the City Council appointed a subcommittee of Councilmembers Lisa Motoyama and Tessa Rudnick to work directly with staff to monitor the various actions outlined in the CAP, in anticipation of the first required written update to the State Auditor outlining the City's progress in implementing the CAP by September 2021. The City submitted its CAP to the State Auditor on May 15, 2021 and updated the State Auditor at the next two six month intervals on September 16, 2021 and March 16, 2022.

In the CAP and subsequent progress reports, the City informed the State Auditor of our considerable progress in the risk areas identified as well as on many of the recommendations contained within the original report. The City also stated that it remains committed to the creation of a Fiscal Recovery and Sustainability Plan which will continue once the vacant positions in the Finance Department and City Management are filled, though it must be noted that the elements included in the draft Plan are already being implemented and there are significant improvements in all of the areas noted. In particular, the City Council has continued to review the City's budget and financial condition through continued policy discussions and updates at their regular City Council meetings, and there has also been increased reporting to and input from the City's Financial Advisory Board. City staff has also continued to respond to the impacts created by the ongoing COVID-19 pandemic, both operational and financial, and has taken specific steps to address these impacts in preparing the budget so that the City's financial condition will continue to improve. The CAP Progress Report shows that the City has indeed made substantial progress in improving its financial condition, and it is our hope that the State Auditor agrees and will remove the high-risk designation from the City of El Cerrito. The most recent CAP progress report is included in this budget document as an appendix.

PROPOSED BUDGET FY 2022-23 OVERVIEW

The Fiscal Year 2022-23 Budget provides funding for all City services including Police, Fire, Recreation, Community Development, Public Works, Environmental Services, and City Management services. The total proposed budget for all funds (General Fund, Special Funds, Enterprise Funds, etc.) is approximately \$69.6 million. In order to develop the budget, staff has focused on our core services and only those activities consistent with the Strategic Plan. **Table A** provides a view of the operating expenses of the City that includes all funds.

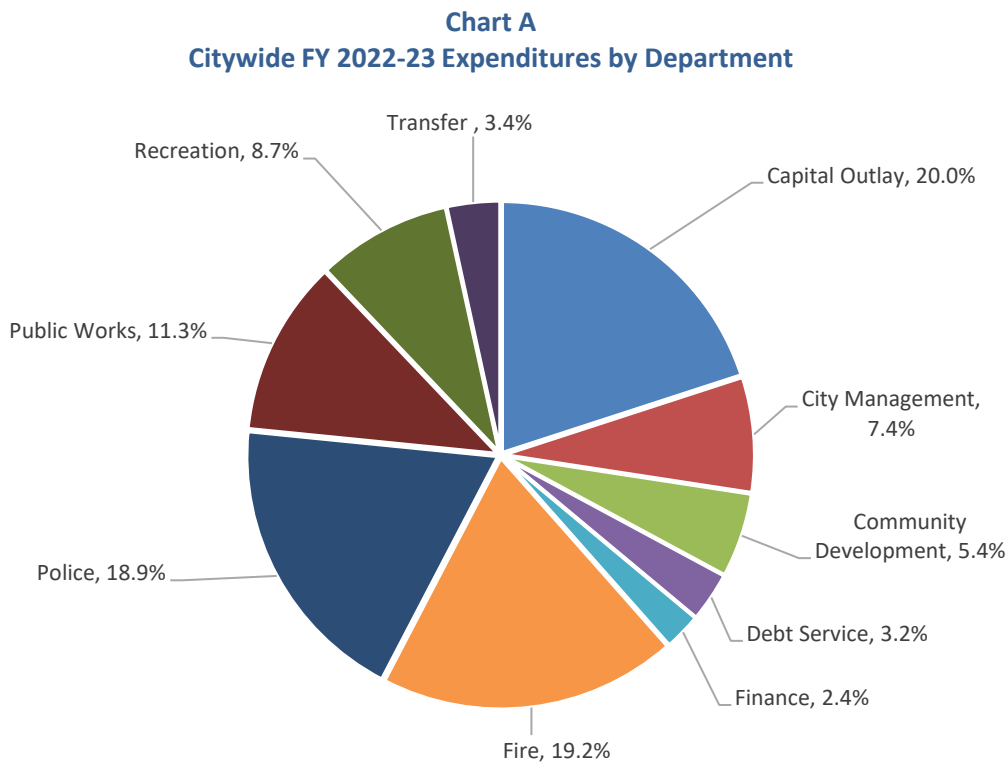
Table A
City of El Cerrito Citywide Operating Expenses (All Funds)

	FY 2018-19 Actual	FY 2019-20 Actual	FY 2020-21 Actual	FY 2021-22 Amended	FY 2022-23 Proposed
Salary & Benefits	\$26,658,356	\$26,514,526	\$24,952,749	\$25,198,222	\$27,189,898
PERS - Normal cost	\$2,347,062	\$2,568,791	\$2,666,119	\$2,710,560	\$2,774,150
PERS - Unfunded Liability	\$3,733,974	\$4,367,588	\$4,863,463	\$5,523,830	\$6,189,563
Total Pension Costs	\$6,081,036	\$6,936,378	\$7,529,581	\$8,234,390	\$8,963,713
Total Personnel Costs	\$32,739,391	\$33,450,904	\$32,482,330	\$33,432,612	\$36,153,611
Professional Services	\$5,604,799	\$4,413,877	\$3,783,521	\$7,726,168	\$7,838,719
Purchased Property Services	\$6,980,441	\$4,237,216	\$4,037,809	\$5,697,493	\$15,219,211
Other Services	\$1,927,639	\$1,942,210	\$1,729,638	\$3,093,653	\$3,121,786
Supplies	\$908,426	\$906,636	\$591,644	\$936,511	\$1,106,208
Property & Capital	\$4,300,026	\$1,027,578	\$2,574,261	\$690,054	\$1,017,563
Financing Costs	\$2,318,147	\$2,369,451	\$2,250,100	\$2,592,042	\$2,730,887
Transfer Out	\$4,484,202	\$2,617,178	\$5,572,731	\$2,364,562	\$2,385,644
Total Expenditures	\$59,263,070	\$50,965,049	\$53,022,034	\$56,533,095	\$69,573,629

The

FY 2022-23 Proposed Budget contains short-term budget strategies and assumptions including conservative revenue estimates and the current expenditures starting at prior fiscal year's baseline, with the addition of cost-of-living increases that are scheduled by contract for specific bargaining units, and proposed 3% for management and confidential positions. Also, the Proposed Budget includes rate increases from medical/dental providers and workers compensation insurance. While the City has opened lines of communication with all bargaining units, no results are reportable at this time with respect to modifying any of the contracts. The Proposed Budget also includes the continuation of modified service delivery reflecting current operating environment because of the pandemic.

Chart A depicts the expenditures by department as a percentage of total expenditures:

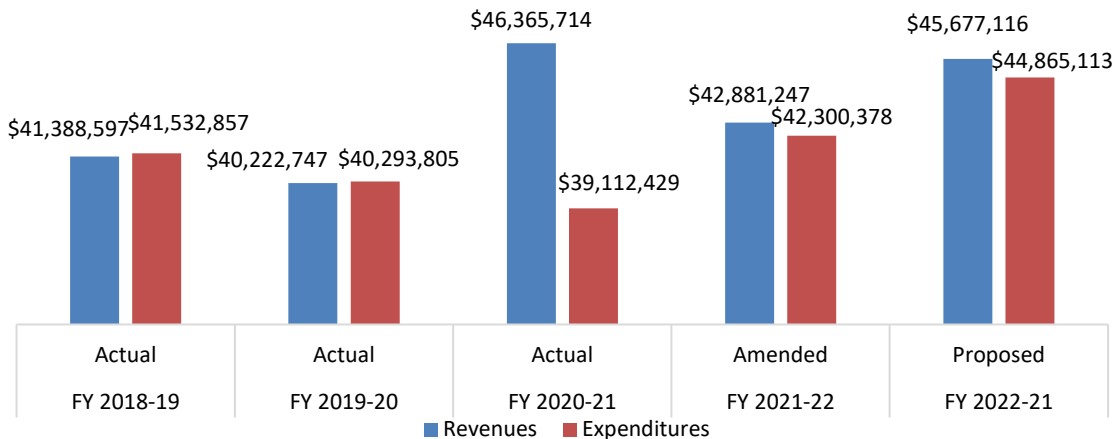


The City's primary focus remains on the health and safety of our residents, businesses, and visitors, as well as providing a high quality of life. This budget reflects those priorities, that stem from the mission, vision, values, and strategic goals of the City's Strategic Plan. Yet this budget also strives to provide services in a fiscally responsible way, living within our means and continuing to consider long-term strategies for sustainable success.

The FY 2022-23 Proposed Budget assumes cost of living increases for specified bargaining units based on associated MOUs and 3% for management and confidential positions. Also, the Proposed Budget includes rate increases from medical/dental providers and workers compensation insurance.

Chart B reflects the overall revenue increase from FY 2021-22 Amended Budget to the FY 2022-23 Proposed Budget is 6.5% or \$2.8 million and the change in expenditures from FY 2021-22 Amended Budget to the FY 2022-23 Proposed budget is 6.0% or \$2.5 million.

Chart B
General Fund Revenue and Expenditure Totals



	FY 2018-19 Actual	FY 2019-20 Actual	FY 2020-21 Actual	FY 2021-22 Amended	FY 2022-21 Proposed
Revenues	\$41,388,597	\$40,222,747	\$46,365,714	\$42,881,247	\$45,677,116
Expenditures	\$41,532,857	\$40,293,805	\$39,112,429	\$42,300,378	\$44,865,113

GENERAL FUND RESERVES

Replenishing the General Fund Reserve remains the City's top focus for this and upcoming fiscal years. The FY 2022-23 General Fund budget is balanced and projects a fiscal year end surplus of \$812,003, which will continue to enhance the projected positive fund balance in alignment with the Fiscal Response Plan and actions taken in FY 2020-21 and FY 2021-22.

The City must maintain fiscal discipline and maintain proactive strategies through FY 2025-26 to establish reserves greater than the minimum 10% level by maintaining the existing budget reductions and strategies through FY 2025-26. Further, in developing the Fiscal Recovery Plan, the City must consider long-term budget strategies to achieve continued financial sustainability as detailed in Strategic Plan goals. This requires thoughtful considerations for the future while continuing to monitor the impacts of the volatile economy. **Table B** depicts the General Fund Reserve forecast and illustrates the progress the City has made toward increasing the General Fund Reserve. ARPA funding is not included in fund balance totals, and the ending fund balance will be modified after FY 2021-22 fiscal year end close is completed.

Table B
General Fund Reserve Forecast

General Fund Summary	FY 2018-19 Actual	FY 2019-20 Actual	FY 2020-21 Actual	FY 2021-22 Amended	FY 2022-23 Proposed
Beginning Restricted Fund Balance	\$2,321,077	\$1,650,928	\$1,667,511	\$25,694	\$55,000
Beginning Unassigned Fund Balance	-\$2,233,507	-\$1,707,620	-\$1,777,532	\$7,117,570	\$7,669,133
Total Beginning Fund Balance	\$87,570	-\$38,963	-\$110,021	\$7,143,264	\$7,724,133
Total Revenues	\$41,388,597	\$40,222,747	\$46,365,714	\$42,881,247	\$45,677,116
Personnel	\$29,862,092	\$30,383,014	\$29,727,625	\$30,405,915	\$32,778,862
Non-Personnel	\$11,670,765	\$9,910,791	\$9,384,804	\$11,894,463	\$12,086,251
Total Expenses	\$41,532,857	\$40,293,805	\$39,112,429	\$42,300,378	\$44,865,113
Annual Surplus/(Deficit)	-\$144,259	-\$71,058	\$7,253,285	\$580,869	\$812,003
Ending Total Fund Balance	-\$56,689	-\$110,021	\$7,143,264	\$7,724,133	\$8,536,136
Ending Reserve Percent	-0.14%	-0.27%	18.26%	18.26%	19.03%

City staff will continue to work with the City Council as well as the Financial Advisory Board to ensure that we continue to head in the right direction so that we meet not only our minimum General Fund Reserve goal, but also fully fund the Emergency and Disaster Recovery Fund, by FY 2025-26. We seek to bring the City toward financial sustainability, adapt and adjust our programs and services with the public's health as the highest priority, and deliver those services in a manner that respects and values the lives of the people we serve. I am confident in the resilience of the City Council, the City staff team, and our residents and businesses that will carry us through these challenges. Together, we are working toward a sustainable and optimistic future.

This budget process, like the last two fiscal year, has required flexibility, patience, and plain hard work on the part of every City official and community member involved. I am grateful to, and humbled by, our City employees as they have sustained the City through the challenges of the last fiscal year. They have continued to provide services to our community while making sacrifices, both personally and professionally, in order to help the City further along the path to financial sustainability. I know that people choose to work for the City of El Cerrito because of their commitment to public service and their commitment to each other. Our City team has maintained this commitment over one of the most challenging times this City has ever faced, and they deserve our gratitude.

I would like to thank all of the members of the City's Executive Team for their roles in the creation and production of this budget. I would like to especially thank the new Finance Director/City Treasurer Sandra Dalida, City Clerk Holly Charléty, Senior Accountant Lucy Xie, and Assistant City Manager Alexandra Orogas for the invaluable contributions on the budget and this budget document. I am extremely grateful to the City Council for their leadership, your courage, and your continued unwavering dedication to improving the City's fiscal position while staying true to the City's values. And finally, to the El Cerrito community, I am and remain appreciative of your attention to the City's budget issues and for all of your input and feedback. Our road to financial stability requires that all of – elected officials, City staff team, and community – continue to work together to achieve success.

We still face challenges, yet as I've said time and time again: our City is a resilient community that cares about one another. While still we have further to go, we have made progress and we will keep moving in the right direction. I am truly optimistic for the City's future, as our City team continues to survive the challenges we face while still serving our wonderful community to best of our ability. It is a true honor to serve the City of El Cerrito.

Respectfully submitted,



Karen E. Pinkos
City Manager

BUDGET GUIDE

The City of El Cerrito's Fiscal Year 2022-23 Annual Budget presents accurately and clearly the City's projection of revenues and expenditures for the next fiscal year. It describes in detail the various components of the City, each of its departments and divisions, and the City's separate legal entities: the Employee Pension Board and the El Cerrito Public Financing Authority. The budget also describes the City's mission, vision, and values, outlines overall goals and strategies developed through the Strategic Plan, and indicates how resources are allocated to fulfill these objectives.

The budget is the City's fundamental policy document and communicates the expenditures legally appropriated by the City Council for the fiscal year. The budget document is intended to help the City Council, residents, businesses, and other interested parties understand the overall responsibilities and goals of the City and to enable the departments to present financial plans and workload data. In addition to its role as a policy document, the budget also serves as a financial plan, an operations guide and a communications tool.

Reporting Entity

Throughout this budget document, reference is made to the City. As appropriate, such references should be inferred to include activity and financial contributions of each of the three separate entities covered under this budget: City of El Cerrito, El Cerrito Employees' Pension Board, and the El Cerrito Public Finance Authority.

The El Cerrito Municipal Services Corporation (MSC) is a non-profit corporation whose purpose is to support the City in expanding economic opportunities and eliminating blight, as well as assisting and implementing programs and activities that will lessen neighborhood tensions and combat community deterioration. While it is a component unit of the City for reporting purposes, and is therefore included in the City's Comprehensive Annual Financial Reports, the MSC's FY 2022-23 Budget is approved separately by its Board of Directors and is not included in this document.

Budget Structure

City Manager's Budget Message: The City Manager's budget message is intended to provide a summary of the City's priorities and overview of the Citywide financial outlook and budget.

Budget Overview (Section 1): The Budget Overview section presents information on the structure and policies of the City and detail of the budget on a Citywide basis.

Financial Overview (Section 2): This section provides summary financial information regarding projected revenues, expenditures, fund balances and reserves as well as transfers between funds. The section reviews detailed assumptions in the General Fund, the City's main operating fund, including historical data, a discussion of current programs and activities, future concerns and strategies as well as the Five-Year Plan. The section also includes the summary analysis of all other major operating funds, forecasts, details of all inter-fund transfers, and information describing significant changes compared to the prior year's budget.

Department Operating Budgets (Sections 3-9): The departmental operating budget sections describe historical and amended expenditures by department and division as well as descriptions of core responsibilities, Strategic Plan Alignment, service indicators, and accomplishments. Budget summaries are provided for each department in their corresponding section; line-item detail budgets by division are located in the appendices. The City is organized into seven operating departments: City Management, Community Development, Finance, Fire, Police, Public Works, and Recreation.

Successor Agency (Section 10): Per State Law (AB1x 26) the El Cerrito Redevelopment Agency (RDA) was dissolved as of February 1, 2012 and a Successor Agency was created to wind down the former RDA's affairs. The Successor Agency has no budget authority; therefore no budget data is presented in this document.

Other Entities (Section 11): This section outlines the amended revenues and expenditures for the City's other legal entities: the Employees' Pension Fund and the Public Financing Authority.

Capital Improvement Program (Section 12): The Capital Improvement Program (CIP) section details the proposed capital projects for Fiscal Years 2022-23 through 2026-27. It includes a description of those capital projects previously funded and other Capital Improvement Needs that are presented as a non-prioritized listing of those proposed projects or programs for which no funding has been currently identified.

Long Term Debt (Section 13): The City has various long-term commitments for payments that range from accumulated benefits due to employees to debt obligations to be repaid from various revenue sources. These obligations are discussed in this section and supported with FY 2020-21 audited information.

Appendices, Statistics and Non-Departmental Line-Item Budget Detail (Section 14): The final section of this document contains a glossary of budget terms, a demographic profile and various statistics intended to assist the reader in achieving a greater understanding of El Cerrito as a community. This section also holds the financial policies referred to throughout the document, and houses the detailed line-item tables for each department and division of the City. Information on the State Auditor report on the City is included in Appendix 8.

SECTION

BUDGET OVERVIEW

The City of El Cerrito serves, leads, and supports our diverse and transit-rich community by providing exemplary and innovative services, public places and infrastructure, ensuring public safety and creating an economically and environmentally sustainable future.

EL CERRITO PROFILE

The City of El Cerrito is a Charter City that incorporated as a General Law City on August 23, 1917 and just over one hundred years later became a Charter City in November 2018. El Cerrito is located in western Contra Costa County and forms part of the highly urbanized area along the eastern shore of San Francisco Bay. El Cerrito has a population of approximately 25,508 and covers an area of 3.9 square miles. It is a community of highly educated residents due primarily to the proximity to UC Berkeley and the San Francisco Bay Area high-tech economy. It is known for its temperate climate and breathtaking views of San Francisco Bay and the Golden Gate Bridge from the hillside areas.

Interstate Highway 80 passes near the western boundary of the community, while the crest of the Berkeley Hills and Wildcat Canyon Regional Park define the eastern boundary. The community is served by AC Transit and the Bay Area Rapid Transit (BART) system, with stations near both the northern (El Cerrito Del Norte station) and southern (El Cerrito Plaza station) boundaries of the city. In addition, several transit agencies including Golden Gate Transit, Fairfield-Suisun Transit, Vallejo Transit, and WestCAT also serve the El Cerrito del Norte BART station. The combination of services from these agencies provides excellent public transportation to the entire Bay Area.

The City is organized as a Council-Manager form of local municipal government, and its City Charter was adopted by the voters in November 2018. The City Council consists of five members elected at large for four-year, overlapping terms. The Council selects the Mayor for a one-year term from among its members. The Mayor and City Council provide community leadership, develop policies to guide the City in delivering services and achieving community goals, and encourage citizen understanding and involvement. The Council Members also serve as the governing body of the El Cerrito Employees' Pension Board and the El Cerrito Public Financing Authority.

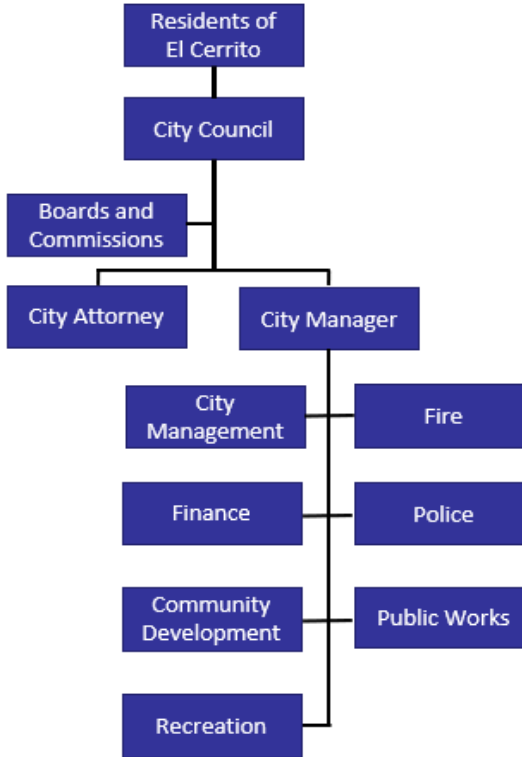
The City Manager is appointed by the City Council and is responsible for administration of municipal affairs. All municipal departments operate under the supervision of the City Manager. Through the City Manager, City staff uses the resources appropriated by the Council in the budget to achieve desired service results in the community and carries out the policies of the Council. The City Council also appoints the City Attorney to advise them and City staff on legal affairs, to see that all laws are effectively enforced and, when necessary, to defend the City in litigation.

The City provides police and fire services as well as recreation, streets and roads, recycling, economic development, public improvements, building, planning and zoning, and general administrative services. Residents are provided water by East Bay Municipal Utility District and sewer services through Stege Sanitary District. PG&E provides gas and electricity services, and in addition the City is a member of MCE, a public, not-for-profit electricity provider that gives all PG&E electric customers the choice of having 60% to 100% of their electricity supplied from clean, renewable sources. Library services are provided by the County of Contra Costa. The City contracts with East Bay Sanitary for garbage service through a franchise agreement. Comcast, AT&T, and a host of smaller companies provide telecommunication services.

ORGANIZATIONAL OVERVIEW

Chart 1-1 provides a graphical overview of the structure of City Government:

Chart 1-1
El Cerrito City Government Organization Chart



Overall Position Listing

Table 1-1 shows the proposed Citywide position listing for permanent full-time positions. The listing reflects the implementation of the Fiscal Response Plan, layoffs, and eliminated vacant positions through FY 2021-22. For FY 2022-23, the listing reflects positions added at midyear of FY 2021-22 and proposed positions for FY 2022-23. The listing does not include hourly or non-permanent part-time positions.

Table 1-1
Citywide Position Listing

Department	FY 2018-19	FY 2019-20	FY 2020-21	FY 2021-22	FY 2022-23
City Council	5	5	5	5	5
City Management	11.5	11.5	10	9	10
Finance Department	6	6	6	6	6
Community Development	14	14	15	14	15
Police Department	58	58	55	48	48
Fire Department	37	37	37	37	37
Public Works Department	25.2	25.2	25	24.2	25.2
Recreation Department	23	23	21	18	19
Total	179.7	179.7	174	161.2	165.2

STRATEGIC PLAN

Successful organizations need a clear vision of where they are going and how they intend to achieve their mission. The City's vision was crafted by the community during the City of El Cerrito Strategic Plan process in 2013. This Strategic Plan provides a framework for linking identified priorities to the budget process, capital improvement program, important policy considerations, economic development initiatives, and the organization's desire for continuous improvement.

The 2015 version of the Strategic Plan incorporated updates and advances El Cerrito on a path towards achieving its vision during the five-year period of 2015-2020. The entire Plan is available at www.el-cerrito.org/strategicplan.

OUR VISION

The City of El Cerrito is a safe, connected, and environmentally focused Bay Area destination with vibrant neighborhoods, businesses and public places, and diverse cultural, educational, and recreational opportunities for people of all ages.

OUR MISSION

The City of El Cerrito serves, leads, and supports our diverse and transit-rich community by providing exemplary and innovative services, public places and infrastructure, ensuring public safety, and creating an economically and environmentally sustainable future.

OUR VALUES

Our values drive behavior and support effective implementation of the mission, vision, and goals. The City's values include:

- Ethics and Integrity
- Fiscal Responsibility
- Inclusiveness and Respect for Diversity
- Innovation and Creativity
- Professional Excellence
- Responsiveness
- Transparency and Open Communication

The Strategic Plan includes the City's vision, mission statement and values, six goals and over forty strategies to achieve the goals. The goals are:

Chart 1-2
Strategic Plan Goals

A. Deliver Exemplary Government Services
B. Achieve Long-term Financial Sustainability
C. Deepen a Sense of Place and Community Identity
D. Develop and Rehabilitate Public Facilities as Community Focal
E. Ensure the Public's Health and Safety
F. Foster Environmental Sustainability Citywide

In 2019, the City Council and City staff initiated a strategic planning process to assist in informing the Council of the priorities of the community for the upcoming budget process and for the next 5-year cycle. Starting in January 2020, the City reached out to residents, employees, the business and faith communities, and other stakeholders through focus groups, community events, and an online survey. On February 12, the City held a Strategic Plan Open House that collected direct feedback from residents, businesses, employees, and community groups. As follow-up to those feedback forums, the City was positioned to have a strategic plan workshop with the City Council on March 14. That workshop and progress on the 2020 Strategic Plan update was halted due to a national pause of business because of the global pandemic event involving the spread of COVID-19. Instead, the City shifted its focus from a Strategic Plan update to a Fiscal Response Plan to address the fiscal impacts of COVID-19 on El Cerrito's local economy, which was adopted in the FY 2020-21 budget. In anticipation of the City's response to the pandemic, the City Council will seek to finalize the Strategic Plan update after the public health crisis has abated.

Budget Alignment

City staff uses the goals outlined in the Strategic Plan as well as feedback gained from the community to inform the development of their departmental budgets for the next fiscal year. In order to best determine the resources to allocate to the goals and strategies in the Strategic Plan, the departments review information tailored toward aligning programs and services to the Strategic Plan goals.

Each department evaluated their programs and services and analyzed related data to determine a baseline amount of resources to allocate to expenses that meet the goals of the Strategic Plan. The departments considered several data sets, including personnel necessary to provide the program or service, additional costs (such as consultants or contractors, supplies and equipment, and other purchased services), and whether the program or service is required by law or City policy. Departments were realistic about the objectives that could be achieved in the upcoming fiscal years, and set priorities to allocate resources accordingly.

BUDGET PROCESS

The annual budget is the City's service and financial plan for the fiscal year: a planning tool that matches the services desired by the community to the resources required in order to provide those services. The development, adoption, and implementation of the City budget composes a major decision-making process with several phases.

The City's fiscal year is from July 1 through June 30. At the initial stage of the budget process, department heads and division managers propose to the City Manager those programs designed to provide essential services that meet the City Council's expression of community and Strategic Plan goals. Staff also prepares estimates of available revenues for the same period. The City Manager and department directors balance the requested program expenditures with the anticipated resources, and develop a proposed budget and financial forecasts.

The City Council is required per the El Cerrito Municipal Code to adopt and appropriate an annual budget for each fiscal year. During the time period covered by this document, the City Council will do so prior to June 30, 2022.

Table 1-2
Budget Calendar

2022 KEY DATES	ACTIVITY
March 1 17-31	- City Council Meeting - Midyear Budget Review - Departments begin draft proposed revenues & non-personnel expenditure line items, breaking out expenses in excess of \$10K
April 1-15 16-29	- Departments review financial system for accuracy against proposed revenues/expenses, develop department revenue/expense projections based on actuals and yearly trends - Departments draft narratives for budget book including goals, focus, achievements, Major Expenditures over \$10k, and Major Revenue assumptions over \$50K; Public Works updates 10-year CIP plan - Personnel expenses developed by Finance with Human Resources
May 4 4-10 17 24	- City Council Meeting - FY 2021-22 Quarter 3 General Fund Budget Update - Departments review personnel expenses provided by Finance and non-personnel expenses for accuracy against proposed revenues/expenses - Department Heads meeting with City Manager to review FY 2022 actuals to date, review FY 2022-202 Preliminary budget - Public Works updates 10-year CIP plan - City Council Meeting - Master Fee Schedule - Joint City Council/Financial Advisory Board Special Meeting - Projections and Department Budget Previews
June 7 16 21	- City Council Meeting - Draft FY 2022-23 Proposed Budget review - Financial Advisory Board Meeting - Review of draft budget - City Council Meeting - Adopt FY 2022-23 Budget; approval of Spending Authority and Gann Limit

Budget Authority Model

During each fiscal year, the adopted budget is implemented through the provision of City services and the City's daily fiscal operations. The budget provides legal spending limits and a planned allocation of resources, within which the City's managers are expected to provide services and make the best use of public resources. The City Council provides staff with the authority to raise and expend monies within specific funds. The City Manager has the authority to shift resources within funds, but typically not across funds.

From time to time throughout the year, the City Council receives periodic progress reports on how well the actual service and financial experience are conforming to the adopted service and financial plan, as expressed in the budget. Under certain circumstances, the City Council may adjust the budgeted appropriations for reasons unforeseen at the time of the adoption of the original budget. Such amendments are made by Council resolutions.

Gann Limit

Proposition 4, known as the Gann Initiative, was approved by the voters in November, 1979. This measure requires that the City adopt an appropriations limitation each fiscal year. In June of 1990, the voters passed Proposition 111, which modified the previous appropriations limitation requirements of Proposition 4, as follows:

The total annual appropriations subject to limitation of the State and of each local government shall not exceed the appropriations limit of the entity of government for the prior year adjusted for the change in the cost of living and the change in population.

Now chaptered in Article XIII B of the California Constitution and Government Code §7900-7914, these two measures specify that the new limit be based on the prior year's appropriations limit, adjusted for cost of living and population. Each year, every city must select from two alternatives methods for each of these two adjustment factors, as follows:

Cost of Living

California Constitution Article XIII B §8(e)(2):

"Change in the cost of living" for an entity of local government, other than a school district or a community college district, shall be either (A) the percentage change in California per capita personal income from the preceding year, or (B) the percentage change in the local assessment roll from the preceding year for the jurisdiction due to the addition of local nonresidential new construction.

Population

Government Code §7901(b):

A city or special district may choose to use the change in population within its jurisdiction or within the county in which it is located.

These factors are applied to the established FY 1986-87 appropriations limit, as adjusted annually to determine subsequent year limits. Therefore, each year's limit becomes the base for computing the succeeding year's limit.

To assist with these computations, the California Department of Finance produces in May of each year the population changes of all cities and counties, as well as the statewide change in per capita income. In 1991, the California State Board of Equalization asked all County Assessors to

compute the annual change in nonresidential new construction. For Contra Costa County, the Auditor-Controller's Office provides cities with these figures.

Analysis

In FY 2022-23, the respective State and County offices have provided the City with the following optional factors to establish the Gann limit computation:

Cost of Living
California Per Capita Personal Income = 7.55%
Population
Population Change, City of El Cerrito = -0.08%
Population Change, County of Contra Costa = -0.41%

Based on the California Per Capita Personal Income factor (7.55%) and the percentage of Population Change in the County of Contra Costa, the City's appropriations limit will increase from \$159,214,944 to \$170,533.161.

Basis of Accounting and Budget

The City of El Cerrito manages its budget and accounting according to Generally Accepted Accounting Principles (GAAP). Revenues are recorded when they are received or accrued if they are both measurable and available in the current period. Expenditures are recorded using the "modified accrual" basis and are accrued or treated as expenditures in the year the funds were used. During the fiscal year, expenditures and revenues are carefully documented to ensure compliance with the adopted budget. After the close of the fiscal year, an independent, professional auditor performs an audit, and the City publishes Basic Financial Statements, which are included in the Comprehensive Annual Financial Report (CAFR). The CAFR documents the City's budgetary performance and the financial health of each fund, which offers managers and policy makers the opportunity to evaluate the City's financial condition and assess the degree to which the City's use of its resources has met the community's goals and policies. The insights gained from this evaluation can then be used in future financial planning and budget decisions.



SECTION 2:

FINANCIAL OVERVIEW

The following section provides additional details and discussion on the City's primary funding sources: the General Fund and many of the City's special operating funds. Each department has reviewed its budget and proposed how funds should be allocated, what new programs or activities should continue or begin, and what programs or activities should be changed. These changes are reflected in the financial summaries.

CITYWIDE REVENUES

City programs are supported by a variety of revenue sources. The process of projecting revenues in the various categories can be difficult, but is critical in developing an appropriate spending plan in the current year as well as planning for future years. In FY 2022-23, the uncertainty and volatility in the economy due to the COVID-19 coronavirus pandemic, making accurate revenue projections has been extremely challenging.

Table 2-1 provides a summary of the major revenue categories received by the City across all funds, including the General Fund. Staff has again taken a conservative approach to predicting FY 2022-23 revenues, with the limited forward-looking guidance that is available. The median home selling price in El Cerrito has increased to \$1,400,000 in 2021. Taxes are conservatively being kept at a modest increase over FY 2020-21 levels for the purposes of this budget. Sales taxes are expected be relatively flat due to the continuing impact of the pandemic. Fees will go up an average of 4%, slightly below the local Consumer Price Index. Other revenues such as franchise fees and utility users taxes are largely driven by external rate increases and are expected to remain relatively flat for FY 2022-23.

**Table 2-1
Citywide Revenues**

Revenue Category	FY 2018-19 Actual	FY 2019-20 Actual	FY 2020-21 Adopted	FY 2021-22 Proposed	FY 2022-23 Proposed
Taxes					
Property Taxes	\$11,034,598	\$13,308,665	\$14,939,640	\$14,246,000	\$15,513,200
Sales Taxes	\$9,176,136	\$8,606,616	\$9,708,892	\$8,657,717	\$8,933,189
Utility Users Taxes	\$3,207,892	\$3,165,974	\$3,444,484	\$3,100,000	\$3,300,000
Local Parcel Taxes	\$2,112,686	\$2,132,185	\$2,125,084	\$2,128,247	\$2,151,038
Franchise Taxes	\$1,243,985	\$1,637,613	\$1,364,257	\$1,250,000	\$1,400,000
Business License Taxes	\$910,104	\$918,799	\$924,358	\$900,000	\$1,100,000
Other Taxes	\$778,705	\$813,043	\$787,231	\$760,000	\$791,388
Total Taxes	\$28,464,105	\$30,582,896	\$33,293,947	\$31,041,964	\$33,188,815
Licenses & Permits	\$775,876	\$784,982	\$656,881	\$1,136,112	\$893,864
Fines and Forfeitures	\$218,684	\$226,597	\$177,525	\$140,000	\$140,000
Use of Money and Property	\$750,983	\$1,007,292	\$380,984	\$354,119	\$590,607
Intergovernmental Revenues	\$12,326,295	\$8,892,254	\$13,762,454	\$11,715,471	\$21,587,824
Charges for Services	\$8,670,289	\$8,101,862	\$7,964,110	\$9,352,783	\$9,817,172
Other Revenues	\$1,393,711	\$611,601	\$300,803	\$397,400	\$308,804
Total Other Revenues before	\$24,135,838	\$19,624,587	\$23,242,756	\$23,095,885	\$33,338,271
Interfund Transfers	\$4,484,202	\$2,617,178	\$5,572,731	\$2,364,562	\$2,390,644
Total	\$57,084,145	\$52,824,661	\$62,109,434	\$56,502,411	\$68,917,730

Taxes

- Taxes represent approximately \$33.3 million, or 48%, of the City's total budget generated by property, sales, utility users tax, business taxes and franchise fees.
- The balance of \$35.7 million, or 52%, in revenues are budgeted special operating funds and are used to support maintenance and improvements in landscape, lighting, streets, the storm water system and the City's Swim Center.
- Revenues have been conservatively estimated due to the uncertainties associated with impacts COVID-19 pandemic, U.S. inflation and interest rates, and supply chain challenges.
- General Fund Property Tax revenues have increased modestly from FY 2021-22 with \$14.2 million to \$15.5 million or 8.8% projected for FY 2022-23.
- Real Property Transfer Tax Revenues have been budgeted at \$4.3 million, representing an increase of \$0.460 million from the FY 2021-22 Amended Budget.
- Property Taxes and Sales Taxes are based on estimates from HdL and Associates, the City's Sales & Property Tax consultants.
- Sales Taxes are stable, with increased revenue in the shared sales tax with the City of Richmond related to Home Depot.

Licenses and Permits revenues are generated by permits issued for improvements related to building, electrical, mechanical and plumbing. These revenues have fluctuated in the past but have remained fairly consistent in the last few years. Revenue is conservatively projected based on past trends. In FY 2022-23, several large development project starts are anticipated. However, due to the uncertainty in the commercial environment due to the pandemic the potential revenue associated with these projects have not been incorporated into the projections.

Fines and Forfeitures includes parking and vehicle and code enforcement citations. The reduced revenues are in keeping with changes in the Police Department staffing and the general reduction in traffic due to the pandemic.

Use of Money & Property is primarily related to rental of City facilities, mostly in the Recreation Department. The use of rental facilities is also expected to decrease due to the pandemic related curtailment of Recreation Department operations.

Intergovernmental Revenues are revenues paid to the City by other agencies for providing services such as fire protection services for the Kensington Fire Protection District. This line item also includes in-lieu fees by the state for various takeaways as well as different allocations for street maintenance, transportation and environmental programs. In the past, one-time allocations such as Federal and State capital improvement grants had also been programmed in this revenue category resulting in wide variations from year to year.

Charges for Services include fees for planning and inspections, weekly curbside collection of recyclables and fees for various recreation programs. The FY 2022-23 fee structure includes approved increases of approximately 4.0% for various recreation and planning and inspection fees. Also, fee increases are also in place for recycling fees in the Integrated Waste Management Fund.

Other Revenues include revenues from various sources including donations and property sales. As most of these revenues are not known in advance, actual revenues received can differ each year making it hard to accurately project revenues in this category.

Inter-fund Transfers reflects cost recovery and financing related transfers between funds. These include the transfers from special funds to the General Fund for overhead charges and transfers from various funds for payments to be made from debt service funds. The details of these transfers are found in **Table 2-3**.

Chart 2-1 depicts the projected percentage for FY 2022-23 citywide revenues before transfers attributable to each category (due to rounding percentages may not total 100%).

Chart 2-1
Citywide FY 2022-23 Revenues by Category

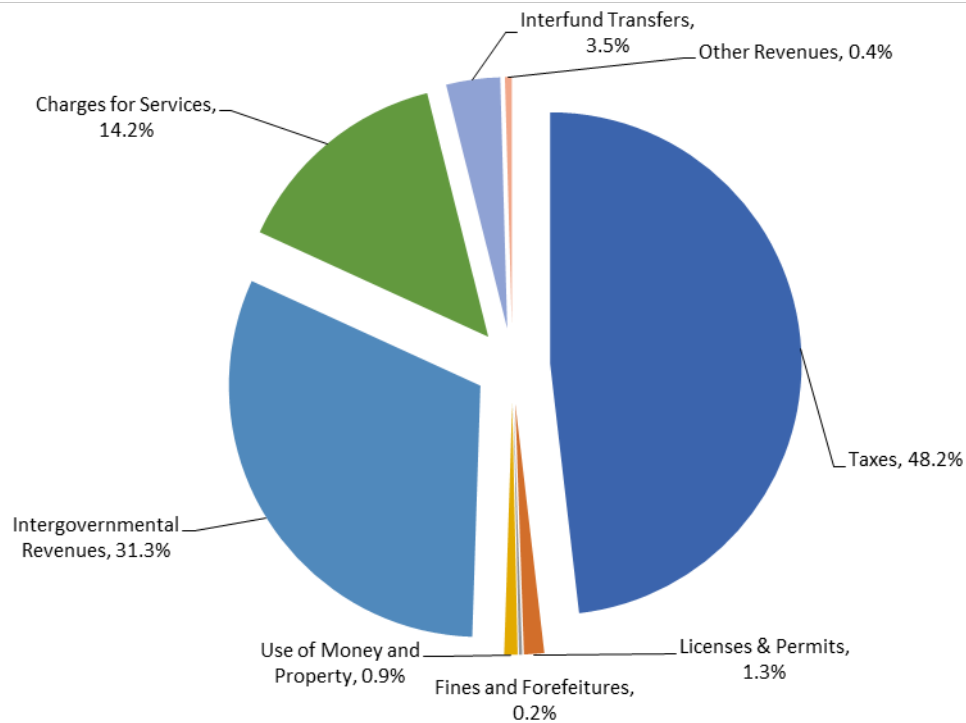


Table 2-2 presents the Citywide revenue summarized by Fund. It includes proposed revenues for the Adopted and Proposed fiscal year, and the actual revenues for FY 2018-19 – FY 2020-21. The City accounts for actual revenues and expenditures of the Successor Agency as shown in Tables 2-2 and 2-5, although the City does not budget for these. This is done so as to be consistent with the City's accounting records.

Table 2-2
Revenue Summary by Fund

	FY 2018-19 Actual	FY 2019-20 Actual	FY 2020-21 Actual	FY 2021-22 Amended	FY 2022-23 Proposed
General Fund (101)	\$41,388,597	\$40,222,747	\$46,365,714	\$42,881,247	\$45,677,116
Special Revenue Funds					
Gas Tax (201)	\$519,471	\$589,882	\$553,148	\$657,700	\$690,959
NPDES (202)	\$311,772	\$318,160	\$316,072	\$336,400	\$338,638
Landscape & Lighting Assessment (203)	\$787,208	\$802,479	\$798,999	\$795,474	\$801,664
Measure J Return to Source (204)	\$479,657	\$509,433	\$510,088	\$458,500	\$482,388
Measure J Storm Drain (205)	\$701,950	\$704,131	\$706,322	\$706,325	\$711,134
Measure A Parcel Tax (206)	\$633,080	\$646,806	\$0	\$0	\$0
Measure H Parcel Tax (207)	\$0	\$0	\$636,948	\$636,948	\$648,740
Asset Seizure (208)	\$13,614	\$866	\$0	\$0	\$0
Vehicle Abatement (209)	\$75,461	\$11,773	\$11,174	\$30,000	\$30,000
Street Improvements (211)	\$1,634,703	\$1,645,068	\$1,889,815	\$1,478,700	\$1,508,376
SB1-Road Repair & Account (212)	\$457,336	\$440,947	\$462,682	\$497,600	\$550,193
Public Art (213)	\$4,591	\$38,811	\$784	\$0	\$0
Paratransit (214)	\$159,606	\$307,576	\$175,851	\$162,500	\$170,000
Federal, State and Local Grants (221)	\$192,666	\$14,509	\$5,703	\$395,511	\$395,511
C.O.P.S. Grant (222)	\$148,747	\$155,948	\$156,727	\$150,000	\$150,000
ARPA (223)	\$0	\$0	\$3,051,028	\$0	\$0
Municipal Services Corp (230)	\$25,054	\$0	\$0	\$0	\$0
City Housing Trust (231)	\$250,352	\$0	\$0	\$0	\$0
Low & Moderate Income Housing (232)	\$74,829	\$101,918	\$47,351	\$164,800	\$164,800
Total Special Revenue Funds	\$6,470,097	\$6,288,306	\$9,322,692	\$6,470,458	\$6,642,403
Capital Projects Funds					
Capital Improvements (301)	\$4,689,194	\$1,038,735	\$1,061,585	\$1,894,360	\$11,167,175
Total Capital Projects Funds	\$4,689,194	\$1,038,735	\$1,061,585	\$1,894,360	\$11,167,175
Debt Service Funds					
Financing Authority Measure A (834)	\$364,738	\$363,547	\$187,065	\$0	\$0
Civic Center (835)	\$580,883	\$580,930	\$580,612	\$580,763	\$582,914
Street Improvement (836)	\$704,631	\$702,958	\$706,300	\$706,300	\$707,100
Total Debt Service Funds	\$1,650,252	\$1,647,435	\$1,473,977	\$1,287,063	\$1,290,014
Internal Service Funds					
Vehicle /Equipment Replacement (601)	\$155,862	\$160,722	\$0	\$0	\$156,000
Enterprise Fund					
Integrated Waste Management (501)	\$2,644,367	\$3,377,511	\$3,796,261	\$3,884,283	\$3,900,022
Fiduciary Fund					
Employees' Pension Trust (701)	\$85,774	\$89,205	\$89,205	\$85,000	\$85,000
Total Funds	\$57,084,145	\$52,824,661	\$62,109,434	\$56,502,411	\$68,917,730

Inter-Fund Transfers

Table 2-3 depicts the FY 2022-23 total of \$2.390 million in transfers among all funds and the purpose for the inter-fund transfers. This table details the amount of transfer to align revenues in the fund where the expense will be incurred. The debt service, pension funding, and subsidy amounts are set by various agreements.

Table 2-3
Transfers Summary

Fund Making Transfer	Fund Receiving Transfer	Purpose	FY 2022-23 Transfer
Gas Tax	General Fund	Cost Recovery	\$106,080
NPDES	General Fund	Cost Recovery	\$75,000
LLAD	General Fund	Cost Recovery	\$163,200
Measure J-Return to Source	General Fund	Cost Recovery	\$66,872
Measure J-Storm Drain	General Fund	Cost Recovery	\$74,000
Measure H	General Fund	Cost Recovery	\$50,000
Paratransit	General Fund	Cost Recovery	\$35,020
Measure J-Return to Source	CIP	Project Funding	\$401,938
Integrated Waste Mgmt	General Fund	Cost Recovery	\$40,000
Integrated Waste Mgmt	General Fund	Solar Lease Debt Service	\$3,671
General Fund	Employee Pension Trust	Pension Funding	\$85,000
General Fund	Financing Authority-City Hall	City Hall Debt Service	\$582,763
Street Improvement	Financing Authority-Streets	Streets Debt Service	\$707,100
Total			\$2,390,644

CITYWIDE EXPENDITURES

Citywide expenses are projected to increase next fiscal year, reflecting contractually obligated cost-of-living increases for various bargaining units. A 3% cost-of-living increase is budgeted for management and confidential positions. The Proposed Budget also includes rate increases from medical/dental providers, workers compensation insurance, and CalPERS pension costs.

Table 2-4 provides a summary of Citywide expenditures across the major expense categories including FY 2022-23 proposed expenditures and actual expenditures for FY 2018-20 – FY 2020-21.

Table 2-4
Citywide Expenditures by Category

	FY 2018-19 Actual	FY 2019-20 Actual	FY 2020-21 Actual	FY 2021-22 Amended	FY 2022-23 Proposed
Salary & Benefits	\$26,658,356	\$26,514,526	\$24,952,749	\$25,198,222	\$27,189,898
PERS - Normal cost	\$2,347,062	\$2,568,791	\$2,666,119	\$2,710,560	\$2,774,150
PERS - Unfunded Liability	\$3,733,974	\$4,367,588	\$4,863,463	\$5,523,830	\$6,189,563
Total Pension Costs	\$6,081,036	\$6,936,378	\$7,529,581	\$8,234,390	\$8,963,713
Total Personnel Costs	\$32,739,391	\$33,450,904	\$32,482,330	\$33,432,612	\$36,153,611
Professional Services	\$5,604,799	\$4,413,877	\$3,783,521	\$7,726,168	\$7,838,719
Purchased Property					
Services	\$6,980,441	\$4,237,216	\$4,037,809	\$5,697,493	\$15,219,211
Other Services	\$1,927,639	\$1,942,210	\$1,729,638	\$3,093,653	\$3,121,786
Supplies	\$908,426	\$906,636	\$591,644	\$936,511	\$1,106,208
Property & Capital	\$4,300,026	\$1,027,578	\$2,574,261	\$690,054	\$1,017,563
Financing Costs	\$2,318,147	\$2,369,451	\$2,250,100	\$2,592,042	\$2,730,887
Transfer Out	\$4,484,202	\$2,617,178	\$5,572,731	\$2,364,562	\$2,385,644
Total Expenditures	\$59,263,070	\$50,965,049	\$53,022,034	\$56,533,095	\$69,573,629

Personnel

- FY 2022-23 Salary & Benefits budget of \$27.1 million (excludes PERS Normal and Unfunded Liability costs) is an increase of \$1.9 million, or 7.9%, from the FY 2021-22 Amended Budget over the FY 2020-21 Adopted Budget.
- The proposed Salary & Benefits increase includes restoration of funding associated with the one-time FY 2021-22 furloughs by management and confidential staff, cost of living increases for specified bargaining units based on associated MOUs and 3% for management and confidential positions, rate increases from medical/dental providers and workers compensation insurance.
- The FY 2022-23 net CalPERS Normal pension cost increase is 2.346%, or \$63,590 and the CalPERS Unfunded Liability cost increase is 1.25% or \$665,733.

Key Factors include:

- Continuation of non-public safety employees paying for the full 8% employee share of pension contributions, while public safety employees are covering 12% of their pension costs which includes the 9% employee share and an additional 3% of the employer share. Management employees pay an additional 1% towards the employer share of pension costs.

- The Fire Department continues to maintain filled positions at 90%-95% during the past 18 months. The department continues to remain with overtime budget of \$650,000 (excluding OES-related overtime budget of \$800,000 which is 100% reimbursed).
- The Police Department vacancies, currently 16 vacant positions, continues to impact overtime costs. The FY 2022-23 Proposed Budget includes \$465,000 in overtime for the Department.
- Medical provider rate increase of 7.0%, compared with prior average rate increases ranging from 2.9% to 5% during the past several years.

Pension Liabilities and Pension Expenses

Section 20814(c) of the California Public Employees' Retirement (CalPERS) Law requires that the employer contribution rates for all public employers be determined on an annual basis by the actuary and shall be effective on the July 1 following notice of a change in the rate. Funding contributions for all Plans are determined annually on an actuarial basis as of June 30 by CalPERS. The actuarially determined rate is the estimated amount necessary to finance the costs of benefits earned by employees during the year, with an additional amount to finance any unfunded accrued liability (UAL). The City is required to contribute the difference between the actuarially determined rate and the contribution rate of employees.

- The City's contribution to the Plan for FY 2022-23 is \$8.9 million, with \$2.7 million for the normal required employer contributions and \$6.1 million for paying down the UAL.
- Every 4 years, CalPERS reviews all actuarial assumptions by conducting in-depth experience studies. According to current CalPERS estimates the UAL contribution is expected to increase by 5%-10% every year through 2025, before declining thereafter to about an annual 3% increase.
- The City currently budgets PERS contributions on a pay-as-you-go basis.
- As of June 30, 2020, the City reported a Net Pension Liability (NPL) of \$65.8 million as estimated by CalPERS. This figure is sensitive to the discount rate that CalPERS uses, and CalPERS' best estimate of future experience of the plan.
- If the rate drops by 1%, the liability moves up to \$93.5 million and if the discount rate increases by 1% the NPL drops to \$43.1 million.
- Over the last 4 years, the NPL has increased by an average of \$5 million annually, partly due to the reduction in the CalPERS discount rate and partly due to changes in actuarial assumptions.
- As of June 30, 2020, the City reported Other Post Employment Benefits (OPEB) liability of \$4.8 million.

Professional Services

The FY 2022-23 budget of \$7.8 million for Professional Service consists of contracts for professional services such as the cost of Public Safety dispatch; Animal Control Services; City Attorney services; Temporary staff, such as inspectors and instructors; Professional Services for Capital Projects and streets and road maintenance; audit services; other legal and financial services and information technology provider services.

Following is a summary of expenditures for City departments and details for large contracts:

- Police (\$1.406 million)
- Fire (\$0.428 million)
- Finance (\$0.400 million)

- City Attorney (\$0.32 million)
- City Management (\$0.891 million)
- Community Development (\$1.063 million)
- Recreation (\$0.700 million)
- Public Works (\$0.340 million)
- Capital Projects (0.974 million)
- Streets & Roads (\$0.816 million)

Purchased Property Services

Purchased Property Services proposed budget for FY 2022-23 is \$15,219,211 for the cost of contracts for maintenance and construction, the annual lease rental costs for the Mid-town Activity Center and City-wide utilities. The net increase is \$9.5 million greater than the FY 2021-22 Amended Budget and is associated with numerous City projects.

Other Services

The FY 2022-23 Proposed Budget includes \$3.1 million for property insurance, settlements, litigation, communications and software licenses. The \$28,113 increase from the FY 2021-22 Amended Budget is associated with increased workers compensation insurance premiums.

Supplies

The Supplies proposed budget is \$1.1 million for costs associated with fuel, uniforms, maintenance and other operating supplies, and represents a \$169,697 increase due to inflation.

Property & Capital

The FY 2022-23 Proposed Budget includes \$1.0 million for costs for leased vehicles in Public Safety, Integrated Waste Management and Recreation, and represents a \$327,509 increase from the current fiscal year.

Financing Costs

Financing Costs proposed budget is \$2.730 for costs associated with equipment installment payments, bank charges, convenience fees, retiree pension plan, bond and debt service payments. The increase is \$138,845 from the FY 2021-22 Amended Budget.

Other Financing Uses

The FY 2022-23 Proposed Budget includes \$2,385,644 for inter-fund transfers for cost recovery and allocation of overhead from the General Fund to other funds and is a minimal change from the current fiscal year.

Table 2-5 displays the allocation of expenditures by departments and highlights the following:

- Public Safety (Police and Fire Departments) spending has increased to \$26.517 million in the proposed budget, representing a \$3.1 million increase from FY 2018-19. Retirement cost increases are the major contributing factor.
- Recreation Department budgeted expenditures for FY 2022-23 are \$6.029 million, an increase of \$1.091 from the current fiscal year. The increase is related to reopening Recreation services and facility rentals following the recent rolling back COVID-19 restrictions.

Table 2-5
Citywide Department Expenditures and Transfers (All Funds)

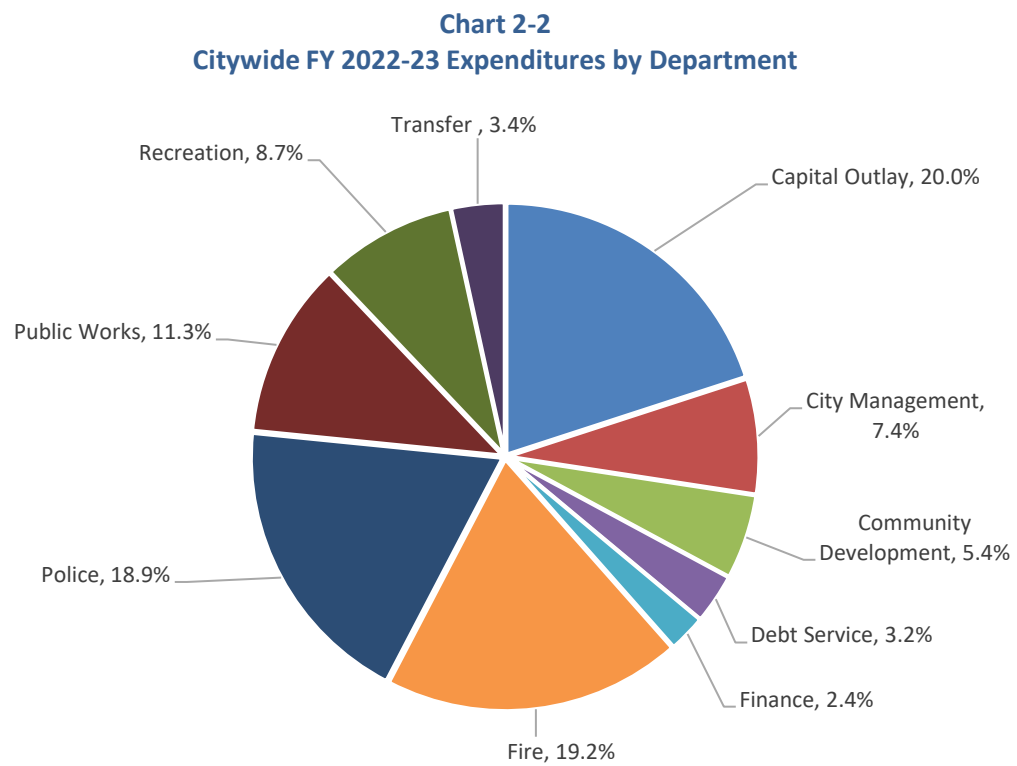
	FY 2018-19 Actual	FY 2019-20 Actual	FY 2020-21 Actual	FY 2021-22 Amended	FY 2022-23 Proposed
City Management	\$4,504,441	\$4,675,656	\$3,915,041	\$5,004,568	\$5,163,006
Finance	\$1,544,090	\$1,634,682	\$1,386,245	\$1,570,459	\$1,678,897
Police	\$12,121,188	\$12,316,964	\$11,637,058	\$12,434,718	\$13,170,634
Fire	\$11,257,758	\$11,196,922	\$12,168,376	\$12,948,202	\$13,346,883
Public Works	\$5,970,106	\$6,195,395	\$5,680,136	\$7,034,838	\$7,875,285
Community Development	\$2,523,792	\$2,576,638	\$2,631,280	\$3,876,296	\$3,784,168
Recreation	\$5,989,940	\$5,652,095	\$4,112,140	\$4,937,886	\$6,029,720
Debt Service	\$2,003,674	\$2,063,770	\$1,952,308	\$2,092,297	\$2,226,887
Capital Outlay	\$8,863,880	\$2,035,750	\$3,966,719	\$4,269,269	\$13,912,505
Total Before Transfers	\$54,778,869	\$48,347,871	\$47,449,303	\$54,168,533	\$67,187,985
Transfers	\$4,484,202	\$2,617,178	\$5,572,731	\$2,364,562	\$2,385,644
Total Expenditures	\$59,263,070	\$50,965,049	\$53,022,034	\$56,533,095	\$69,573,629

Table 2-6 reflects expenditures by Fund including FY 2022-23 proposed expenditures, FY 2021-22 Amended Budget expenditures, and actual expenditures for FY 2018-19 - FY 2020-21 and the Amended and Proposed Budgets for FY 2021-22 and 2022-23. Proposed expenditures are conservative and are aligned with proposed revenues.

Table 2-6
Expenditure Summary by Fund

	FY 2018-19 Actual	FY 2019-20 Actual	FY 2020-21 Actual	FY 2021-22 Amended	FY 2022-23 Proposed
General Fund (101)	\$41,532,857	\$40,293,805	\$39,112,429	\$42,300,378	\$44,865,113
Special Funds					
Gas Tax (201)	\$544,951	\$462,225	\$461,480	\$519,694	\$653,033
National Pollu. & Disch. Elimination (202)	\$295,478	\$338,062	\$326,186	\$366,804	\$409,602
Landscape and Lighting Assessment (203)	\$818,907	\$821,989	\$740,545	\$842,185	\$865,991
Measure J Return to Source (204)	\$497,213	\$462,798	\$341,993	\$405,887	\$437,802
Measure J Storm Drain (205)	\$544,191	\$605,344	\$857,717	\$786,113	\$796,739
Measure A Parcel Tax (206)	\$532,938	\$496,341	\$192,361	\$217,366	\$270,350
Measure H Parcel Tax (207)	\$0	\$513	\$495,628	\$724,948	\$704,536
Asset Seizure (208)	\$512	\$10,175	\$0	\$0	\$0
Vehicle Abatement (209)	\$0	\$0	\$0	\$30,900	\$30,900
Street Improvements (211)	\$1,428,356	\$1,594,032	\$1,013,415	\$1,634,508	\$2,096,680
SB1-Road Repair & Account (212)	\$350,645	\$209,941	\$177,811	\$649,000	\$703,232
Public Art (213)	\$7,984	\$23,457	\$10,925	\$100,000	\$100,000
Paratransit (214)	\$132,960	\$254,305	\$98,516	\$160,492	\$163,862
Federal, State and Local Grants (221)	\$503,029	\$67,236	\$81,868	\$395,511	\$395,511
C.O.P.S. Grant (222)	\$550,941	\$107,400	\$7,862	\$153,000	\$153,000
ARPA (223)	\$0	\$0	\$3,051,730	\$0	\$0
Municipal Services Corp (230)	\$3,240,899	\$549	\$703,686	\$0	\$0
Low & Moderate Income Housing (232)	\$10,675	\$17,881	\$15,353	\$207,528	\$207,528
Total Special Funds	\$9,459,677	\$5,472,249	\$8,577,076	\$7,193,936	\$7,988,766
Capital Projects Funds					
Capital Improvements (301)	\$3,609,388	\$453,952	\$968,817	\$1,990,360	\$11,127,175
Total Capital Projects Funds	\$3,609,388	\$453,952	\$968,817	\$1,990,360	\$11,127,175
Debt Service Funds					
Financing Authority Measure A (834)	\$357,364	\$357,464	\$187,015	\$0	\$0
Civic Center (835)	\$579,763	\$579,163	\$580,613	\$580,763	\$582,763
Street Improvement (836)	\$704,400	\$702,900	\$706,300	\$706,300	\$707,100
Total Debt Service Funds	\$1,641,527	\$1,639,526	\$1,473,927	\$1,287,063	\$1,289,863
Internal Service Funds					
Vehicle /Equipment Replacement (601)	\$323,991	\$219,005	\$134,101	\$0	\$136,591
Enterprise Fund					
Integrated Waste Management (501)	\$2,609,857	\$2,797,307	\$2,666,479	\$3,676,358	\$4,081,121
Fuduciary Fund					
Employees' Pension Trust (701)	\$85,774	\$89,205	\$89,205	\$85,000	\$85,000
Total Funds	\$59,263,070	\$50,965,049	\$53,022,034	\$56,533,095	\$69,573,629

Chart 2-2 depicts the expenditures by department as a percentage of total expenditures (percentages may not total 100% due to rounding).



FUND BALANCE

Table 2-7 summarizes the projected current year-end balances by Fund and the effect of the FY 2022-23 Proposed Budget on the year-end balances by June 30, 2022.

The combined projected ending fund balances for FY 2021-22 for all funds is \$24.98 million. The General Fund balance at the end of FY 2022-23 is expected to be \$8.53 million (not including the second tranche of ARPA funding). The operating Transfers in and out are already incorporated in the Revenue and Expenditure column numbers respectively and are summarized below by fund, for ease of comparison with the Transfers shown in **Table 2-3**.

Table 2-7
Projected Fund Balance FY 2022-23

	Projected at June 30, 2022	Revenues	Expenditures	Net Change	Est. Balance at June 30, 2023
General Fund (101)	\$7,724,131	\$45,677,116	\$44,865,113	\$812,003	\$8,536,134
Special Revenue Funds					
Gas Tax (201)	\$244,106	\$690,959	\$653,033	\$37,926	\$282,032
National Pollu. & Disch. Elimination (202)	\$175,537	\$338,638	\$409,602	(\$70,964)	\$104,573
Landscape and Lighting Assessment (203)	\$86,918	\$801,664	\$865,991	(\$64,327)	\$22,591
Measure J Return to Source (204)	\$330,065	\$482,388	\$437,802	\$44,586	\$374,651
Measure J Storm Drain (205)	\$542,736	\$711,134	\$796,739	(\$85,605)	\$457,131
Measure A Parcel Tax (206)	\$106,379	\$0	\$270,350	(\$270,350)	(\$163,971)
Measure H Parcel Tax (207)	\$52,807	\$648,740	\$704,536	(\$55,796)	(\$2,989)
Asset Seizure (208)	\$309,263	\$0	\$0	\$0	\$309,263
Vehicle Abatement (209)	\$404,141	\$30,000	\$30,900	(\$900)	\$403,241
Street Improvements (211)	\$1,968,975	\$1,508,376	\$2,096,680	(\$588,304)	\$1,380,671
SB1-Road Repair & Account (212)	\$615,076	\$550,193	\$703,232	(\$153,039)	\$462,037
Public Art (213)	\$54,838	\$0	\$100,000	(\$100,000)	(\$45,162)
Paratransit (214)	\$237,308	\$170,000	\$163,862	\$6,138	\$243,446
Federal, State and Local Grants (221)	(\$72,095)	\$395,511	\$395,511	\$0	(\$72,095)
C.O.P.S. Grant (222)	\$194,412	\$150,000	\$153,000	(\$3,000)	\$191,412
Municipal Services Corp (230)	\$41,631	\$0	\$0	\$0	\$41,631
City Housing Trust (231)	\$2,835,000			\$0	\$2,835,000
Low & Moderate Income Housing (232)	\$5,205,049	\$164,800	\$207,528	(\$42,728)	\$5,162,321
Total Special Revenue Funds	\$13,331,444	\$6,642,403	\$7,988,766	(\$1,346,363)	\$11,985,081
Capital Projects Funds	\$0				
Capital Improvements (301)	\$380,732	\$11,167,175	\$11,127,175	\$40,000	\$420,732
Total Capital Projects Funds	\$380,732	\$11,167,175	\$11,127,175	\$40,000	\$420,732
Debt Service Funds	\$0			\$0	\$0
Financing Authority Measure A (834)	\$199,923	\$0	\$0	\$0	\$199,923
Civic Center (835)	\$3,280	\$582,914	\$582,763	\$151	\$3,431
Street Improvement (836)	\$396	\$707,100	\$707,100	\$0	\$396
	\$0			\$0	\$0
Total Debt Service Funds	\$203,599	\$1,290,014	\$1,289,863	\$151	\$203,750

Internal Service Funds					
Vehicle /Equipment Replacement (601)	\$375,644	\$156,000	\$136,591	\$19,409	\$395,053
Enterprise Fund					
Integrated Waste Management (501)	\$2,967,268	\$3,900,022	\$4,081,121	(\$181,099)	\$2,786,169
Fiduciary Fund					
Employees' Pension Trust (701)	\$0	\$85,000	\$85,000	\$0	\$0
Total Funds	\$24,982,818	\$68,917,730	\$69,573,629	(\$655,899)	\$24,326,919

GENERAL FUND FINANCIAL FORECAST

In FY 2020-21 the City Council implemented its Fiscal Response Plan that identified several long-term budget reductions to maintain solvency and address the structural issues due to the depletion of General Fund reserves and the impacts on the City's revenues from the pandemic. Beginning in April 2020, the City implemented \$2.7 million in ongoing cost savings and nearly \$1 million in one-time savings to be included in the preliminary FY 2020-21 budget. Management Partners, the City's consultant, assisted in preparing a recession forecast model to assess the fiscal impacts on the General Fund and determine the scale of reductions required for the City to maintain solvency and achieve fiscal sustainability, resulting in an additional \$1.5 million in long-term strategies from the Fiscal Response Plan beyond the actions the City that were further included within the FY 2020-21 budget. These reductions helped to counteract the projected fiscal gap and aimed to rebuild reserves to weather future economic downturns or emergencies.

Subsequently, City staff has continued to work with Management Partners to assist in updating the General Fund Financial Forecast to continue to provide to the City Council and the public a model that can be monitored for the purposes of making adjustments when necessary. The City Council and staff references the Forecast as a high-level planning tool to help manage the City's financial resources over the long term. The Forecast establishes a framework to assist the City Council in making informed financial decisions. City staff's intent is to be prudent in its management of the City's finances and takes a conservative approach to financial forecasting.

Baseline Forecast

The General Fund ended FY 2020-21 with a \$7.1 million total fund balance. This included a surplus of \$4 million in addition to ARPA funding of \$3.01 million. While the City's General Fund revenue sources are fairly diverse, there is a reliance on elastic revenue sources to provide fiscal sustainability for the City. The Forecast is a dynamic tool that changes with any revisions in the underlying assumptions. The underlying assumptions form a key part of this tool and are presented below.

FY 2022-23 to FY 2026-27 General Fund Long Term Financial Forecast Assumptions

General Assumptions

1. FY 2021-22 Amended Budget, which included FY 2021-22 Mid-Year adjustments and excluded one-time FY 2021-22 furloughs for Management and Confidential positions, formed the baseline for the FY 2022-23 Proposed Budget.
2. Three (3) new positions added at FY 2021-22 Mid-Year are included in the FY 2022-23 Proposed Budget.
3. Three percent (3%) increase to the base salary ranges, effective the first full pay period in July 2022, for all management and confidential classifications is included in the FY 2022-23 Proposed Budget.
4. 1.5% increase to the base monthly salary ranges, effective the first full pay period in July 2022, for all represented sworn and non-sworn classifications, as indicated in the El Cerrito Police Employees' Association Side Letter dated December 31, 2020.
5. 1.5% increase to the base monthly salary ranges, effective the first full pay period in January 2023, for all represented sworn and non-sworn classifications, as indicated in the El Cerrito Police Employees' Association Side Letter dated December 31, 2020.
6. Transfers in and out are reflected as forecast with the historical support for other funds.

7. No recession is forecasted in the long-term financial forecast.
8. Federal Government Covid-19 Relief of \$6.1 million included in General Fund balance as a transfer in during FY 2020-21 (\$3.05 million) and FY 2021-22 (\$3.05 million).
9. The City will meet all its debt obligations without default and without Tax Revenue Anticipation Notes (TRAN).
10. Service delivery has been restored to pre COVID-19 levels.

Revenue Assumptions

1. Sales tax and property tax projections are based on HdL forecast.
2. FY 2022-23 through FY 2026-27 estimates is based on no recession during FY 2022-23.
3. Real Property transfer taxes is estimated at \$4.3 million for FY 2022-23 based HdL, which is based on the projected increase from known 2021 transfers. Projections through FY 2026-27 are based on value growth of prior year real property values (3.5% FY 23-24; 3.2% FY 24-25; 3.2% FY 25-26; and 3.2% FY 26-27).
4. Other Taxes grow at 3.0% annually after FY 2022-23.
5. Department revenues for user fees/permits/licenses type categories assumptions were provided by departments based on their utilization experience with a 4% increase after FY 2022-23.
6. No new taxes or significant new revenues.

Operating Expense Assumptions

Personnel Costs

1. Wages are based on MOU changes, effective FY 2022-23.
2. Salaries assume a 3% wage growth based on Bay Area 10-Year Consumer Price Index (CPI) average.
3. Pension costs are budgeted pursuant to CalPERS July 2021 actuarial valuation, per NHA Advisors.
4. Medical/dental benefits are estimated to increase 7% in FY 2022-23 and 3% annually thereafter. The 7% increase for medical/dental for FY 2022-23 is included in the Proposed Budget.
5. Workers Compensation rate increased by 29% in FY 2022-23 and is included in the Proposed Budget.
6. There is no pre-funding retirement or OPEB unfunded liability, "pay as you go" model budgeted.
7. All other benefits include a 3% growth factor based on Bay Area 10-Year CPI.
8. The Fire Department will be at full strength with regular overtime not to exceed \$650,000
9. Reimbursable fire department OES overtime is budgeted at \$800,000 in FY 2022-23.
10. The Police Department will incur \$465,000/yr. in regular overtime due to officer vacancies.

Non-Personnel Costs

1. General inflation is based on Bay Area 10-Year CPI (3%).
2. Expense growth: Utilities 3% in FY 2023 and thereafter; Repairs and Maintenance 3%; Professional Services and Other 3%.
3. Infrastructure Capital Investment Program (CIP) \$0 in FY 2022-23, and one-time special requests, grants, and investment projects will be brought to City Council for consideration.

4. Reserve targets comply with the existing City Council policy of 10% of operating expenditures.
5. Emergency Reserve potential funding will be reviewed after FY 2021-22 year-end close is completed and the fund balance confirmed.

FY 2022-23 Proposed Budget and Other Matters

1. There are no furloughs or COLA deferrals in FY 2022-23.
2. There are no future cost reductions in the long-term forecast.
3. The \$1.3 million General Fund loan to RDA was written-off in FY 2020-21.
4. Funding for a Section 115 Trust and Disaster Recovery Plan to be determined by City Council.
5. The City's General Fund ending fund balance of \$7.1 million, or 18% of FY 2021 expenditures, exceeds both the City's policy of a minimum fund balance reserve of 10% and the GFOA-recommended 17% of expenditures. A TRAN is not needed as fund balance reserves are sufficient for FY 2022-23 cash flow needs.

**Table 2-8
General Fund 5 Year Forecast**

			Current Amended	Proposed Budget	Forecast	Forecast	Forecast	Forecast	Inflation
	FY 2019-20	FY 2020-21	FY 2021-22	FY 2022-23	FY 2023-24	FY 2024-25	FY 2025-26	FY 2026-27	Factor
Tax Revenues									
Property Tax	\$9,841	\$10,521	\$10,446	\$11,213	\$11,662	\$12,128	\$12,613	\$13,118	4%
Sales & Use Tax	3,694	4,033	3,629	3,875	3,953	4,032	4,112	4,195	2%
Transactions & Use Tax	3,281	3,791	3,555	3,555	3,626	3,699	3,773	3,848	2%
Utility Users Tax	3,166	3,670	3,100	3,300	3,399	3,501	3,606	3,714	3%
Business License Tax	1,007	925	977	1,100	1,133	1,167	1,202	1,238	3%
Transient Occupancy Tax	119	126	150	150	155	159	164	169	3%
Property Transfer Tax	3,468	4,419	3,800	4,300	4,429	4,562	4,699	4,840	3%
Franchise Payments/Tax	1,638	1,138	1,250	1,400	1,442	1,485	1,530	1,576	3%
Total Taxes	\$26,213	\$28,623	\$26,907	\$28,893	\$29,798	\$30,733	\$31,699	\$32,697	
Other Revenues									
Vehicle License Fee (VLT)	\$2,821	\$3,002	\$3,089	\$3,250	\$3,348	\$3,448	\$3,551	\$3,658	3%
Intergovernmental	3,394	4,854	4,546	5,020	5,171	5,326	5,486	5,650	3%
Fines & Forfeitures	227	178	140	140	144	149	153	158	3%
Comm Develop/Planning Fees	1,464	1,341	1,993	1,977	2,036	2,097	2,160	2,225	3%
Park & Recreation Fees	3,841	3,151	4,231	4,877	5,023	5,174	5,329	5,489	3%
Other Fees/Charges/Rentals	175	175	157	118	122	125	129	133	3%
Interest Earnings	168	59	40	40	40	40	40	40	0%
Other Revenue	1,084	993	826	386	398	410	422	434	3%
Transfers In	837	3,990	4,003	976	1,005	1,035	1,066	1,098	3%
Total Other Revenues	\$14,009	\$17,742	\$19,024	\$16,784	\$17,286	\$17,803	\$18,336	\$18,885	
Total Revenues	\$40,223	\$46,366	\$45,931	\$45,677	\$47,084	\$48,536	\$50,035	\$51,582	
Revenue Growth		15.3%	-0.9%	-0.6%	3.1%	3.1%	3.1%	3.1%	
Personnel									
Salaries/Add-Pays/Incentives	\$15,660	\$14,499	\$15,337	\$16,476	\$16,971	\$17,480	\$18,004	\$18,544	3%
Overtime/Part-time	3,327	3,190	2,985	3,268	3,366	3,467	3,571	3,678	3%
Retirement (UAL+ normal cont)	6,392	6,955	7,660	8,282	8,531	8,787	9,050	9,322	3%
Medical Benefits	2,694	2,657	2,680	2,764	2,847	2,933	3,021	3,111	3%
Other Benefits	2,309	2,427	1,744	1,989	2,048	2,110	2,173	2,238	3%
Total Personnel	\$30,383	\$29,728	\$30,406	\$32,779	\$33,762	\$34,775	\$35,818	\$36,893	
Non-Personnel Operations									
Purchased Professional & Tech	\$3,702	\$2,906	\$4,636	\$4,421	\$4,554	\$4,691	\$4,831	\$4,976	3%
Purchased Property Services	2,152	1,600	2,177	2,298	2,367	2,438	2,511	2,586	3%
Other Purchased Services	1,806	1,641	2,935	2,951	3,039	3,131	3,225	3,321	3%
Supplies	606	409	629	773	796	820	845	870	3%
Property & Capital	413	252	323	443	456	470	484	499	3%
Financing Costs	536	586	528	532	548	565	582	599	3%
Other Financing Uses/Transfer C	697	1,991	666	668	688	708	730	752	3%
Total Non-Personnel Operation	\$9,911	\$9,385	\$11,894	\$12,086	\$12,449	\$12,822	\$13,207	\$13,603	
Total Expenditures	\$40,294	\$39,112	\$42,300	\$44,865	\$46,211	\$47,597	\$49,025	\$50,496	
Expenditure Growth	-99.9%	-2.9%	8.2%	6.1%	3.0%	3.0%	3.0%	3.0%	
Annual Net Revenue (Expense)	(71)	7,253	3,689	812	873	939	1,010	1,086	
Beginning Fund Balance	1	(110)	7,143	10,832	11,644	12,517	13,456	14,466	
Ending Fund Balance	(\$70)	\$7,143	\$10,833	\$11,644	\$12,517	\$13,456	\$14,466	\$15,552	
Balance as % of Total Expense	-0.2%	18.3%	25.6%	26.0%	27.1%	28.3%	29.5%	30.8%	

State Auditor Recommendations and Fiscal Recovery Plan

In 2019, the City of El Cerrito was notified by the California State Auditor that it was being assessed under its Local High Risk Program. In February 2020, the Joint Legislative Audit Committee approved an audit of the City by the State Auditor. This audit took place from October 2020 to March 2021, which was conducted virtually due to the COVID-19 pandemic. City staff cooperated fully and complied with all requests of the team from the State Auditor's office during the audit period. The City was provided with a draft of the audit report in early March and, per regulations, was given five days to respond to the audit. The City responded in the appropriate timeframe and the full report was released on March 16, 2021. The City created a Corrective Action Plan which was provided to the State Auditor on May 16, 2021; progress reports were provided on September 16, 2021 and March 16, 2022. Links to the State Auditor Report and the City's response can be found at www.el-cerrito.org/1565/State-Auditors-Report

The report identified five high risk areas for the City:

- Continual diminishing of financial reserves through overspending
- Ineffective budget development and monitoring practices
- Lack of a formal financial recovery plan
- Insufficient reductions in ongoing costs
- Missed opportunities to increase revenue

The City agreed with the majority of the recommendations, which are noted in the City's response. Following the issuance of the State Auditor Report, the City prepared and submitted a Corrective Action Plan that addresses the high risk areas identified in the report. The City will then provide progress reports to the State Auditor every six months regarding implementation of the Corrective Action Plan. The State Auditor will remove the high risk designation once they are satisfied that the City has taken satisfactory corrective action. A City Council ad hoc subcommittee was appointed by the Mayor to work with staff during the first reporting period to review the components of the Corrective Action Plan and assist in facilitating City Council implementation of the Plan.

Overall, the City is committed to restoring the City to fiscal health, increasing the General Fund reserves, and provide appropriate levels of service and compensation to employees with respect to revenues. City staff will continue to monitor revenues and expenditures closely and work with the City Council to determine adjustments in a timely manner. City staff are also committed to continuous improvement in implementing policies and procedures that conform with best practices in local government budgeting, and to provide information to the City Council in order to make informed and educated decisions. The Corrective Action Plan has been updated twice, and the most recent update from March 2022 is included in Appendix 8 to this budget document.

As part of the Corrective Action Plan, the City has committed to developing a Fiscal Sustainability Plan that will focus on financial sustainability and accountability. Using the General Fund Forecast and building upon the Fiscal Response Plan, the Fiscal Sustainability Plan will be a living document that will continue to serve as the City's roadmap to financial stability in FY 2025-26. City staff engaged Management Partners to assist with this process, and will continue the development process as staffing resources allow. The City Council will be informed quarterly on implementation progress.

American Rescue Plan Act (ARPA)

The American Rescue Plan Act (ARPA) was passed by Congress and signed by President Biden on March 11, 2021. The City of El Cerrito's allocation is \$6.1 million, payable in two tranches of one half of the funding each; the first tranche of \$3.05 million was received in July 2021 and the second tranche with the remainder will be received by July 2022. On June 22, 2021, the City Council directed staff to maximize the use of ARPA funding for expenses that will provide relief to the General Fund and account for COVID-19 related revenue loss in order to replenish the General Fund reserves. The US Treasury came out with their Final Rule that allows for Non-Entitlement Units (generally, cities under 50,000 population including El Cerrito) to use a standard allowance of up to \$10 million for revenue loss, that can be allocated to "general government services" including public safety (Police and Fire) expenses, childcare expenses, software and infrastructure expenses, and general administrative expenses along with direct COVID-19 related expenses. According to the legislation, ARPA funding will need to be spent by December 2024, and the City has provided its required report to the US Treasury for the first year of spending as of April 30, 2022. The City is required to provide an expenditure report to the US Treasury annually.

In accordance with the City Council's direction, staff allocated the first tranche to FY 2020-21 general government services as allowed by the Final Rule, which was reflected in the General Fund balance as shown in the City's Annual Comprehensive Financial Report (ACFR) for FY 2020-21. City staff plans to allocate the second tranche in the same manner for FY 2021-22. As this funding will be used for FY 2021-22 expenditures, this budget does not include ARPA as part of proposed revenues for FY 2022-23.

GENERAL FUND OVERVIEW

The General Fund is the City's primary operating fund and represents approximately 74% of the total citywide budget. The General Fund supports critical services such as public safety, community development, recreation and general city management. In addition to these services, due to the unrestricted nature of the fund, services not supported by special funds must be paid by the General Fund. Estimating the year-end fund balance provides the amount available for appropriation at the start of the new fiscal year. It is the City's goal to fund ongoing operations with ongoing revenue. In general, any fund balance should be used only for one-time expenditures when the annual costs exceed the revenue generated in a given fiscal year.

The City's ability to maintain City services relies heavily on tax revenue with property and sales taxes representing the largest percentage. Both had slowed during the economic downturn during the Great Recession beginning in 2008. Like many cities, since that time El Cerrito has struggled to balance increasing expenses due in large part to health care and pension costs with sluggish revenues that have not kept pace with the increase in expenditures. In addition, staff estimates that about \$1 million annually was lost as a result of redevelopment dissolution in 2012.

In FY 2013-14 the General Fund balance reserve ratio dipped to 4.2% from about 10% in the prior year, due to decisions by the City Council to reduce reserves rather than cut services or lay off staff following the Great Recession. Despite that, the fund balance did increase to 5.9% in FY 2015-16. However, due to audit adjustments and changes in payroll accrual methodology during the FY 2016-17 audit, the FY 2015-16 Fund Balance was restated resulting in the reserve ratio dropping to 0.2% in FY 2017-18. In FY 2018-19, budgeted revenues did not materialize and an increase in overtime in the Fire Department resulted in a negative balance.

However, due to the City's hard work to bring expenditures into alignment with revenues has had positive results, with projected ending General Fund balance of \$7,724,133 on June 30, 2022. **Table 2-9** provides a summary of the General Fund and indicates the FY 2022-23 Proposed Budget is balanced. Staff have continued a concerted effort to contain costs and maintain a balanced budget. Note that the second tranche of ARPA funding is not included in this table, this will be added following FY 2021-22 year end close and expenses are allocated.

Table 2-9
General Fund Forecast

General Fund Summary	FY 2018-19 Actual	FY 2019-20 Actual	FY 2020-21 Actual	FY 2021-22 Amended	FY 2022-23 Proposed
Beginning Restricted Fund Balance	\$2,321,077	\$1,650,928	\$1,667,511	\$25,694	\$55,000
Beginning Unassigned Fund Balance	-\$2,233,507	-\$1,707,620	-\$1,777,532	\$7,117,570	\$7,669,133
Total Beginning Fund Balance	\$87,570	-\$38,693	-\$110,021	\$7,143,264	\$7,724,133
Total Revenues	\$41,388,597	\$40,222,747	\$46,365,714	\$42,881,247	\$45,677,116
Personnel	\$29,862,092	\$30,383,014	\$29,727,625	\$30,405,915	\$32,778,862
Non-Personnel	\$11,670,765	\$9,910,791	\$9,384,804	\$11,894,463	\$12,086,251
Total Expenses	\$41,532,857	\$40,293,805	\$39,112,429	\$42,300,378	\$44,865,113
Annual Surplus/(Deficit)	-\$144,259	-\$71,058	\$7,253,285	\$580,869	\$812,003
Ending Total Fund Balance	-\$56,689	-\$110,021	\$7,143,264	\$7,724,133	\$8,536,136
Ending Reserve Percent	-0.14%	-0.27%	18.26%	18.26%	19.03%

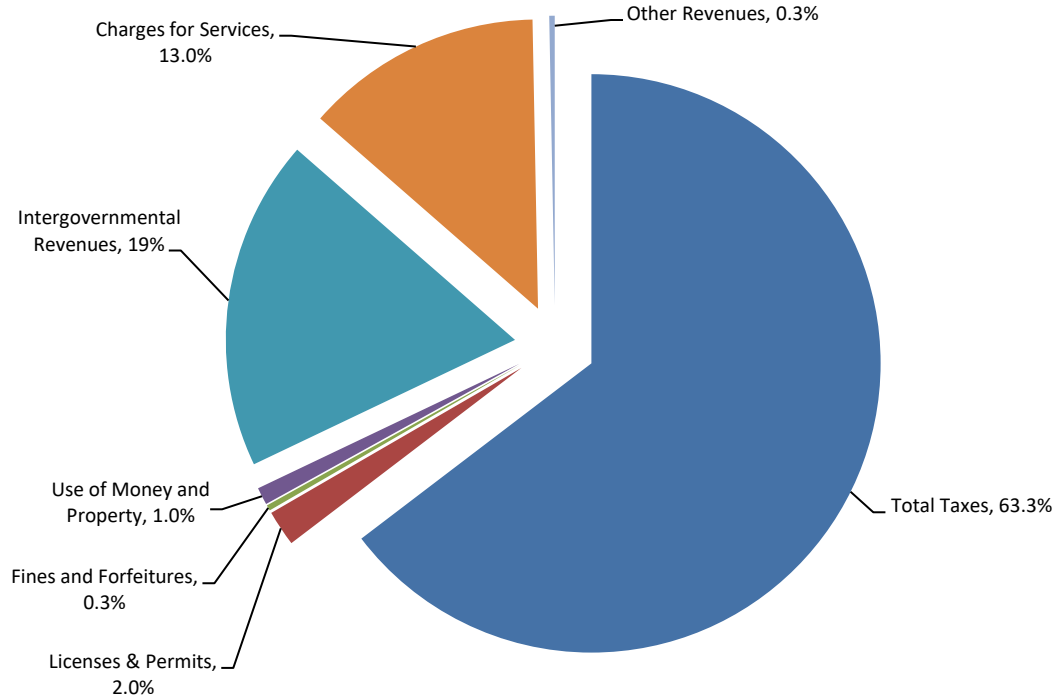
General Fund Revenues

Table 2-10 and **Chart 2-3** depict the revenue by category in the General Fund. Property taxes are expected to remain flat and sales taxes are expected to recover by 10% from the level in the Adopted FY 2020-21 Budget. Other taxes such as franchise taxes, business license taxes, and others will experience minimal growth from the prior year Adopted Budget. Following is a more in-depth discussion on each of the major revenue categories.

Table 2-10
General Fund Revenues

Revenue Category	FY 2018-19 Actual	FY 2019-20 Actual	FY 2020-21 Actual	FY 2021-22 Amended	FY 2022-23 Proposed
Taxes					
Property Taxes	\$9,932,035	\$9,841,133	\$10,520,532	\$10,446,000	\$11,213,200
Sales Taxes	\$7,545,310	\$6,974,723	\$7,827,143	\$7,184,117	\$7,430,117
Utility Tax	\$3,207,892	\$3,165,974	\$3,444,484	\$3,100,000	\$3,300,000
Real Property Transfer Tax	\$1,102,563	\$3,467,532	\$4,419,107	\$3,800,000	\$4,300,000
Franchise Taxes	\$1,243,985	\$1,637,613	\$1,364,257	\$1,250,000	\$1,400,000
Business License Tax	\$910,104	\$918,799	\$924,358	\$900,000	\$1,100,000
Other Tax	\$149,485	\$121,701	\$126,644	\$151,500	\$151,500
Total Taxes	\$24,091,373	\$26,127,475	\$28,626,526	\$26,831,617	\$28,894,817
Licenses & Permits	\$775,876	\$784,982	\$656,881	\$1,136,112	\$893,864
Fines and Forfeitures	\$218,684	\$226,597	\$177,525	\$140,000	\$140,000
Use of Money and Property	\$504,024	\$652,410	\$333,801	\$353,968	\$434,456
Intergovernmental Revenues	\$6,744,665	\$6,728,510	\$8,164,612	\$7,808,900	\$8,270,048
Charges for Services	\$6,088,002	\$4,747,619	\$4,181,218	\$5,483,000	\$5,932,150
Other Revenues	\$982,785	\$118,334	\$238,712	\$175,000	\$136,000
Interfund Transfers	\$1,983,190	\$836,821	\$3,989,600	\$952,650	\$975,781
Total	\$41,388,597	\$40,222,747	\$46,368,874	\$42,881,247	\$45,677,116

Chart 2-3
General Fund Revenue Percentages by Category



Discussion of Major Revenue Categories

Property Taxes are an ad valorem tax levied on real and personal property based on their assessed values as determined by the County Assessor. They are also levied on certain business properties that cross county boundaries (such as railroads), based on their assessed values as determined by the State Board of Equalization. They represent the single largest tax revenue to the City's General Fund, totaling between \$9 million and \$10 million annually.

Proposition 13, passed by the voters in June 1978, significantly changed property tax revenues to local governments. It capped the property tax rate that can be imposed at 1% of the assessed value, unless a higher rate to pay for indebtedness is approved by the voters. To implement Proposition 13, county auditors adopted a system of allocating the 1% property taxes to local governments based on their share of county wide property taxes collected in the mid-1970s. State shifts of local property taxes in order to backfill its school funding cuts reduced the City's share of the 1% property taxes, which is currently about 22%. The City has no additional ad valorem property tax levies, although other agencies do levy additional ad valorem property taxes in El Cerrito.

Proposition 13 also changed the method of assessing property values for taxation. Specifically, it rolled back the assessed values for FY 1978-79 to 1975 levels and restricted annual increases over that base value to a specified inflation factor, not to exceed 2% per year. It allowed decreases in values when that inflation factor is negative. It also prohibited reassessment of a property to a higher base value except upon change in ownership or completion of new construction. In most years, this assessment process results in a property's market value being greater than its assessed value. Moreover, the market value of properties in the City as a whole is significantly greater than the City's overall assessed value, as a large

number of properties in El Cerrito have not been reassessed to current market value since the passage of Proposition 13.

Proposition 8, passed by voters in November 1978, further changed the property assessment process to address real estate market declines. It requires county assessors to conduct “decline in value reviews” to ensure the assessed value of properties are set at a lower rate if the market value of the properties has declined. When a property is assigned a lower value, this is referred to as a “Prop 8 Reduction.”

The real estate boom leading up to 2008 followed by the Great Recession resulted in a large number of Prop 8 Reductions in El Cerrito and significant decline in property tax revenues to the City. Starting in FY 2009-10, there were over 1,000 properties with Prop 8 Reductions. The City’s overall assessed value increased that year, however, masking the \$139 million loss in assessed value from these initial Prop 8 Reductions. The impact reached its peak in FY 2011-12 when there were more than 2,000 properties with Prop 8 Reductions, reducing the City’s assessed value by more than \$357 million, a loss that was not counterbalanced by increases in assessed value on other properties. As a result, the City’s property tax revenues, which had been approaching \$6 million annually in FY 2008-09, dropped to about \$5.5 million in FY 2012-13. However, during the past several fiscal years increasing home prices have resulted in a gradual increase in property tax revenues to a little over \$10 million. Future Property Tax estimates have been provided by the City’s property tax consultants, HdL and Associates and have been incorporated into the FY 2022-23 Proposed Budget.

Sales Taxes are imposed on the total retail price of tangible personal property purchased in the City. The total sales tax rate in El Cerrito is currently 10.25% and includes:

Rate	Purpose
3.94%	State General Fund
0.50%	Contra Costa County Transportation Authority (CCTA)
0.50%	Bay Area Rapid Transit District (BART) in Contra Costa County
1.81%	County health and social services, public safety, and transportation
1.00%	El Cerrito 2015 Transactions & Use Tax (Measure R)
0.50%	Public Safety (Prop 172)
0.50%	El Cerrito Measure A (Streets)
1.00%	El Cerrito General Fund (Bradley Burns)
0.50%	Contra Costa County Measure X

The City’s General Fund received about \$8.9 million in sales tax revenues annually, including the general sales and use tax; and a share of the County sales tax designated for public safety. General Fund sales tax revenues have modestly recovered during FY 2021-22, but are slightly behind pre-pandemic revenue of \$9.1 million.

Sales taxes are a significant revenue source to the City’s General Fund, but are more cyclical and volatile than property tax revenues. The economic downturn between 2007 and 2011 resulted in a drop in retail sales statewide and a corresponding drop in sales tax revenues. The City was able to compensate somewhat for the downturn by passing Measure R in 2010 and increasing it to balance revenues and expenses in 2014. Future Sales Tax estimates have been provided by the City’s property tax consultants, HdL and Associates and have been incorporated into the FY 2022-23 Proposed Budget.

Utility Users Taxes (UUT) were initially approved by the voters in 1991 and revised with voter approval of the ordinance in 2004. The tax generates approximately \$3.3 million in revenues annually for the General Fund. The ordinance calls for an 8% tax to be assessed by providers of gas, electricity, water, telephone and video services to all El Cerrito customers and then remitted to the City. These revenues are subject to changes in market conditions, weather, and/or pricing in the sectors subject to the utility users tax ordinance. Although use of these services is generally declining, prices and rates are generally increasing on these services. UUT is expected to continue to increase by 2% over the next few years.

Franchise Taxes are paid by utilities based on various methodologies and represent \$1.25 million in General Fund revenue. They are projected to increase by 2% over the next few years.

Business License Taxes are imposed on certain types of businesses in El Cerrito and reflect about \$1.0 - \$1.10 million of General Fund revenue annually. The tax is based on factors such as a business's number of employees or vehicles, its annual gross receipts, or a property owner's number of residential rental units. This is being budgeted conservatively at \$1.1 million and will potentially increase during the next few years as businesses return to normal operations with the rollback of pandemic restrictions.

Other Taxes includes the Transient Occupancy Tax, a 10% tax on room rates for hotels and motels, and other minor taxes. These are a minor General Fund revenue sources, projected to grow at 2% over the next few years.

General Fund Expenditures

Table 2-11 and **Chart 2-4** depict the expenditure by category in the General Fund. The Proposed FY 2022-23 General Fund expenditure budget totals \$44.86 million, an increase of approximately \$2.56 million from the FY 2022-22 Amended Budget.

Approximately 73% of the General Fund expenditures are related to personnel costs. Within Personnel, salaries and benefits have traditionally been governed by the City Council's policy to provide median compensation, which is intended to act as a ceiling for salaries and benefits as agreed upon in the memorandums of understanding with the various benefit groups. Currently, all employees are now contributing between 9-12% of their salary towards the total pension costs.

Of the remaining General Fund expenses, very few are discretionary and include costs related to contract services such as Public Safety dispatch, Animal Control services, legal services, independent audit services that the City could not provide as efficiently as other organizations can on its behalf. When other non-discretionary items are factored in such as insurance, medical supplies, utilities, vehicles, and a minimal level of supplies, nearly 95% of the General Fund is non-discretionary.

Table 2-11
General Fund Expenditures by Category

	FY 2018-19 Actual	FY 2019-20 Actual	FY 2020-21 Actual	FY 2021-22 Amended	FY 2022-23 Proposed
Personnel	\$29,862,092	\$30,383,014	\$29,727,625	\$30,405,915	\$32,778,862
Professional Services	\$4,487,191	\$3,701,623	\$2,906,149	\$4,636,007	\$4,421,343
Purchased Property Services	\$2,300,287	\$2,151,924	\$1,600,111	\$2,176,979	\$2,297,704
Other Services	\$1,840,614	\$1,805,567	\$1,640,747	\$2,935,029	\$2,950,883
Supplies	\$726,354	\$605,956	\$408,862	\$629,277	\$773,131
Property & Capital	\$422,240	\$413,328	\$1,573,151	\$323,278	\$443,147
Financing Costs	\$478,198	\$535,665	\$585,967	\$528,281	\$532,280
Other Financing Uses	\$1,415,882	\$696,727	\$669,817	\$665,612	\$667,763
Total	\$41,532,857	\$40,293,805	\$39,112,429	\$42,300,378	\$44,865,113

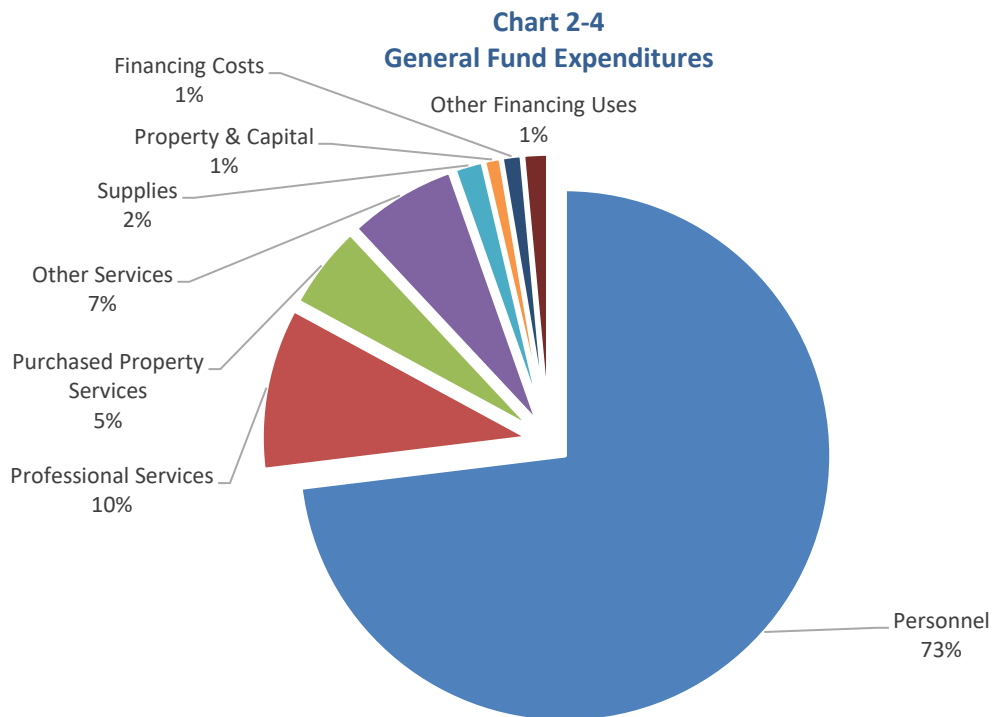
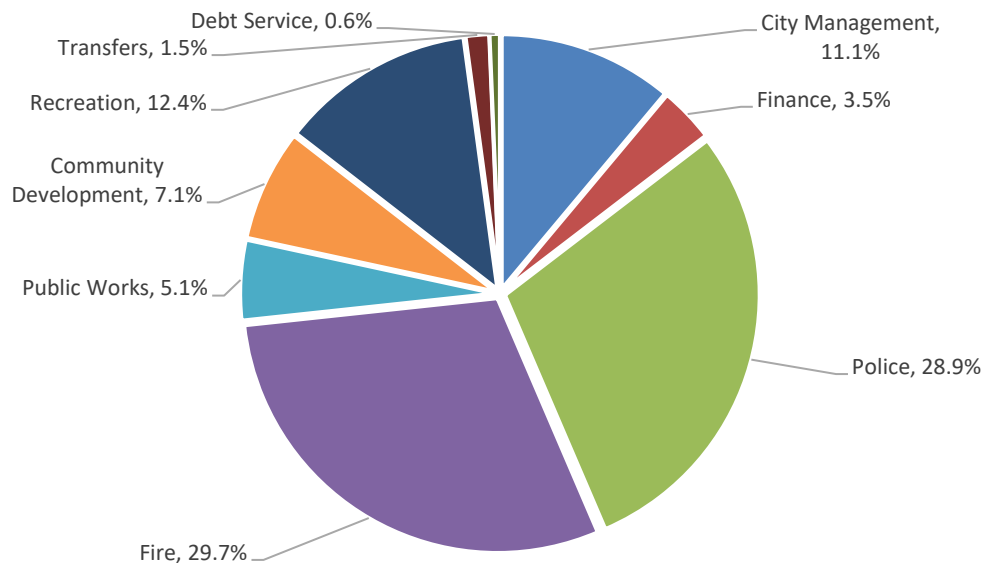


Table 2-12 and **Chart 2-5** provides a summary of the General Fund expenditure budget by Department. While some reorganization has occurred, Department budgets have remained fairly consistent over the last few years.

Table 2-12
General Fund Expenditures by Department

Department	FY 2018-19 Actual	FY 2019-20 Actual	FY 2020-21 Actual	FY 2021-22 Amended	FY 2022-23 Proposed
City Management	\$4,399,101	\$4,567,604	\$3,825,700	\$4,826,058	\$4,973,867
Finance	\$1,444,991	\$1,538,823	\$1,295,815	\$1,483,709	\$1,578,897
Police	\$12,121,461	\$12,199,388	\$11,629,196	\$12,250,818	\$12,986,734
Fire	\$11,257,758	\$11,182,413	\$12,168,376	\$12,948,202	\$13,346,883
Public Works	\$1,972,347	\$1,860,308	\$1,448,080	\$1,995,485	\$2,285,220
Community Development	\$2,522,098	\$2,505,481	\$2,532,671	\$3,273,257	\$3,181,129
Recreation	\$5,794,027	\$5,351,137	\$3,827,511	\$4,501,001	\$5,553,392
Transfers	\$1,415,882	\$696,727	\$669,817	\$665,612	\$667,763
Capital Outlay	\$344,253	\$59,777	\$1,321,189	\$70,000	\$0
Debt Service	\$260,939	\$332,147	\$394,074	\$286,236	\$291,228
Total	\$41,532,857	\$40,293,805	\$39,112,429	\$42,300,378	\$44,865,113

Chart 2-5
General Fund Expenditures by Department



MAJOR OPERATING FUNDS

In addition to the General Fund, City operations rely on a variety of funding sources. Special Funds, typically restricted for specific uses, contribute \$10.5 million, or approximately 15%, of the total resources used to support the City's approximately \$48.7 million operating budget. These funds can be described in these broad categories:

Special Revenue Funds

Special revenues and grants are accounted for in separate funds and are legally restricted to a specific purpose, service, or program. Some special revenue funds receive tax-based revenues. Some account for revenues and expenditures related to the financing of public improvements or services funded by property assessments, fees or special taxes. Major special revenue funds, some of which are described in greater detail in the following section, are as follows:

- Gas Tax Fund (201)
- National Pollutant Discharge Elimination System (NPDES) Fund (202)
- Landscaping and Lighting Assessment District Fund (203)
- Measure J Return to Source Fund Transportation (204)
- Measure J Storm Drain Fund (205)
- Measure A Swim Center Fund (206)
- Measure H Parcel Tax Fund (207)
- Street Improvement Fund (211)
- Low & Moderate Income Housing Asset Fund (232)
- Integrated Waste Management Fund (501)

Capital Funds

Funds are created to account for revenues and expenses related to capital projects, though sometimes include expenditures on operations. The major capital fund is the Capital Improvement Program Fund (301).

Enterprise Funds

Enterprise funds are used to support the expenditures of a specific service or program and revenue is derived through the collection of the fees associated with providing the service/program. The major enterprise fund is the Integrated Waste Management Fund (501).

Fund Forecasts

This section contains financial overviews for eight of the City's major special revenue funds. The following forecasts include a description of each fund, assumptions about revenues and expenditures, and analysis and projections of the revenue sources and uses. Any issues unique to a fund are also highlighted. While these key operating funds are summarized here, they are also integrated into the budgets of the departments responsible for managing the funds.

Several of these funds have legal limits on increases to their revenue, but have continued to experience increases in expenditures as a result of many of the same factors that impact the General Fund (e.g., salary cost-of-living increases, health benefit costs and retirement costs). Specifically, the Landscape and Lighting Assessment District (LLAD) Fund, National Pollutant Discharge Elimination System (NPDES) Fund, and the Measure J Storm Drain Fund have had their revenue growth limited by the passage of Proposition 218. The City can increase revenues in these funds only with voter approval. The Measure A Swim Center Fund, as well as the newly created Measure H Fund, is similar in that the maximum special

tax cannot be increased without voter approval. Property development also affects the revenue to these funds, as different tax, fee, or assessment rates may apply to a newly developed or redeveloped property.

Gas Tax Fund (201) Overview

The Gas Tax Fund supports transportation activities, such as the construction and maintenance of streets, roads and bridges. The State of California allocates Gas Tax monies to cities and counties each year by formula, based on population, vehicle registration, assessed valuation, and population. These revenues have been sensitive to the price and volume of motor fuel purchases and have been declining since Fiscal Year 2013-14 through FY 2020-21. However, we remain optimistic as slight revenue uptick trends are occurring.

Expenditures in this Fund are based on the Gas Tax model of road-related activities, including roads, sidewalks, traffic controls, drainage, lighting and landscaping. Gas Tax monies can be used for any street or road purpose, with the exception of Section 2107.5 monies, which must be used for engineering and administrative costs .

Revenues had previously been supplemented by transfers from the County's Measure J Return-to-Source Fund for transportation activities, and from the City's Measure J Storm Drain Fund for drainage functions within the streets and road system. Transfers have also previously been made to the Landscape and Lighting Assessment District Fund for medians, rights-of-way, street trees and street lighting. Budgets and projections have been restructured to have revenues and expenses balance within the fund, and eliminate the need for transfers.

	FY 2018-19 Actual	FY 2019-20 Actual	FY 2020-21 Actual	FY 2021-22 Amended	FY 2022-23 Proposed
Starting Balance	(\$87,746)	(\$113,226)	\$14,431	\$106,099	\$244,105
Revenue					
Gas Taxes	\$519,471	\$589,882	\$553,148	\$657,700	\$690,959
Expenses					
Personnel	\$273,772	\$309,872	\$261,973	\$245,694	\$319,521
Non-Personnel	\$170,179	\$152,353	\$99,507	\$172,000	\$227,432
Overhead Transfer	\$101,000	\$0	\$100,000	\$102,000	\$106,080
Annual Surplus/(Shortfall)	(\$25,480)	\$127,657	\$91,668	\$138,006	\$37,926
Ending Balance/(Deficit)	(\$113,226)	\$14,431	\$106,099	\$244,105	\$282,031

Assumptions

- Gas tax revenues are sensitive to price and volume of motor fuel purchased and fluctuate from year to year. Tax revenues decline when fuel prices decrease and as drivers migrate to alternative fuel vehicles. The COVID-19 pandemic has impacted revenues as well.
- Due to decline of Gas Tax revenues since FY 2013-14, eligible expenses, in the amount of approximately \$90,000, for sidewalk, street signs, traffic signal, and street light repair and maintenance have been moved to Senate Bill 1 - Road Maintenance and Rehabilitation Account Fund. Without the Senate Bill 1 revenues, the City's Gas Tax Fund would be in deficit if the existing service levels are to be maintained.
- In previous years, funds were transferred to the Capital Improvement Program Fund (301) to reimburse expenditures incurred on streets and transportation projects. However, this practice has been suspended, due to declining revenues in the Gas Tax Fund.

NPDES Fund (202) Overview

National Pollutant Discharge Elimination System (NPDES) related activities as mandated by the 1975 Federal Clean Water Act are funded through an assessment collected by the County Flood Control District on all developed properties within the City. These funds are disbursed to the City annually to carry out Clean Water Program activities such as trash capture, storm drain and catch basin cleaning, illicit discharge and pollution prevention inspections of the City's storm drain system and creeks, public awareness and education about storm water pollution, and inspection of new development sites to ensure compliance with the City's Municipal Storm Water Permit (MRP). An assessment election by voters or property owners in El Cerrito could be considered to eliminate the need to subsidize clean water programs from other funds or to reduce future program activities.

Supplemental funding from the Storm Drain Fund (205) has previously been used for specialized maintenance of the storm drain facilities, key to the Clean Water Program. Future transfers from Fund 205 have been eliminated. Budgets and projections have been restructured to have revenues and expenses balance within the fund, and eliminate the need for transfers.

	FY 2018-19 Actual	FY 2019-20 Actual	FY 2020-21 Actual	FY 2021-22 Amended	FY 2022-23 Proposed
Starting Balance (restated)	\$203,370	\$235,957	\$216,056	\$205,941	\$175,537
Revenue					
Assessments	\$311,772	\$318,160	\$316,072	\$336,400	\$338,638
Expenses					
Personnel	\$180,412	\$190,056	\$199,355	\$224,104	\$255,274
Non-Personnel	\$39,766	\$70,447	\$51,832	\$67,700	\$79,328
Overhead Transfer	\$75,300	\$77,559	\$75,000	\$75,000	\$75,000
Annual Surplus/(Shortfall)	\$16,293	(\$19,902)	(\$10,114)	(\$30,404)	(\$70,964)
Ending Balance/(Deficit)	\$219,663	\$216,056	\$205,941	\$175,537	\$104,573

Assumptions

- Revenues from assessments have fluctuated over the last few years due to uncertainty about new development and increased County Clean Water Program cost withholdings.
- Previous budgets increased the General Fund support for Public Works services by paying for part of the personnel expenses in the NPDES fund. With the continuing revenue decline in this fund, other revenue sources will need to be identified in the coming years to meet these costs.

Landscaping and Lighting Assessment District Fund (203) Overview

The proceeds from this Landscaping and Lighting Assessment District (LLAD) provide funding for such services as lighting (which improves safety) and maintenance of parks, park buildings, and landscaping in public areas. The LLAD was created in 1988 and was affirmed by a majority vote of El Cerrito's citizens in November 1996. The assessment rates have not been increased since the LLAD's creation in 1988. A proposed Assessment District with increased rates was presented to the City's property owners during a ballot proceeding in March/April 2006, but a majority protest was filed and the increased assessment rates were not imposed. The current LLAD remains in place and will continue to be assessed. The basic rates remain \$72 per year per single-family dwelling unit, \$54 per year per apartment, condominium, or other multiple dwelling units, with various rates for commercial properties.

The Gas Tax Fund (201) had previously provided supplemental revenue to the LLAD Fund to perform maintenance of median and right-of-way landscapes, street trees, and street lighting. Transfers from Fund 201 have been eliminated.

	FY 2018-19 Actual	FY 2019-20 Actual	FY 2020-21 Actual	FY 2021-22 Amended	FY 2022-23 Proposed
Starting Balance	\$126,383	\$94,684	\$75,174	\$133,422	\$86,711
Revenue					
Assessments	\$787,208	\$802,479	\$798,793	\$795,474	\$801,664
Expenses					
Personnel	\$252,794	\$286,257	\$222,079	\$244,685	\$258,743
Non-Personnel	\$405,363	\$374,983	\$358,466	\$434,300	\$444,048
Overhead Transfer	\$160,750	\$160,750	\$160,000	\$163,200	\$163,200
Annual Surplus/(Shortfall)	(\$31,699)	(\$19,510)	\$58,249	(\$46,711)	(\$64,327)
Ending Balance/(Deficit)	\$94,684	\$75,174	\$133,422	\$86,711	\$22,384

Assumptions

- Revenues from assessments are projected to remain flat.
- Previous budgets increased the General Fund support for Public Works services by paying for part of the non-personnel expenses in this fund. Projected revenue will not be enough to cover the costs of maintaining landscaping and lighting services at current levels while also paying for deferred maintenance. As such, additional revenue sources will need to be identified in the coming years to meet these needs.

Measure J Return-to-Source Fund (204) Overview

This Fund accounts for the revenue received by the Measure C and its extension, Measure J (2004); a half-cent sales tax approved by the voters to fund transportation projects as well the para-transit program. Sales tax is collected at the County level and paid to the City.

A portion of the Measure J Return-to-Source Fund is designated for street maintenance activities similar to those in the Gas Tax Fund (201). In prior years, expenses and revenues related to both street maintenance activities and para-transit operations were budgeted in Fund 204. All para-transit related revenues and expenditures are budgeted in the Measure J Return-to-Source Fund Para-Transit Fund (214) that was first set up in FY 2014-15.

The Measure J Return-to-Source Fund has previously supplemented the Gas Tax Fund for transportation activities. Future supplements to the Gas Tax Fund have been eliminated.

	FY 2018-19 Actual	FY 2019-20 Actual	FY 2020-21 Actual	FY 2021-22 Amended	FY 2022-23 Proposed
Starting Balance	\$80,279	\$62,723	\$109,357	\$277,452	\$330,065
Revenue					
Assessments	\$479,657	\$509,433	\$510,088	\$458,500	\$482,388
Expenses					
Personnel	\$158,431	\$179,299	\$124,975	\$114,087	\$152,774
Non-Personnel	\$255,782	\$199,104	\$134,019	\$187,500	\$178,156
Overhead Transfer	\$83,000	\$84,396	\$83,000	\$104,300	\$106,872
Annual Surplus/(Shortfall)	(\$17,556)	\$46,635	\$168,094	\$52,613	\$44,586
Ending Balance/(Deficit)	\$62,723	\$109,357	\$277,452	\$330,065	\$374,651

Assumptions

- Tax revenues are a flat 20.1% of Measure J sales taxes collected. Measure J Return-to-Source revenues are sensitive to economic changes and therefore difficult to predict. Revenues have been relatively flat over the last few years. However, due to the COVID-19 pandemic, these revenues are expected to decrease as with other sales tax revenues.
- Because in previous years expenses had exceeded revenue, eligible expenses for accessibility, sidewalk, street signs, traffic signal, and street light repair and maintenance have been moved to Senate Bill 1 - Road Maintenance and Rehabilitation Account Fund. Without the Senate Bill 1 revenues, the Measure J Return-to-Source Fund would be in deficit if the existing service levels are to be maintained.
- Expenses include transfers to the Capital Improvement Program Fund (301) to reimburse it for the cost of streets and transportation projects in the prior year.

Measure J Storm Drain Fund (205) Overview

The Measure J Storm Drain Fund was created to account for funds associated with the passage of Measure J by the voters of El Cerrito in March 1993. The special revenue provides needed funds to maintain, repair, and reconstruct the City's storm drains. All properties in the City (residential and commercial) are assessed annually based on equivalent residential units (ERU). The ERU rate remains \$58 per year per single-family dwelling unit and \$43.50 per year per apartment, condominium, or other multiple dwelling units.

Fund 205 had historically provided supplemental funding to the Gas Tax Fund (201) and NPDES Fund (202) for drainage activities within the road system and contributing to Clean Water goals.

Future years' expenses in the Storm Drain Fund include maintenance of the storm water and storm drain system including creek and pipe sediment removal for flood control, Clean Water activities, capital outlays for major maintenance and improvements to the City's storm drain system, including storm pipe repair and replacements per the Storm Drain Master Plan Update.

	FY 2018-19 Actual	FY 2019-20 Actual	FY 2020-21 Actual	FY 2021-22 Amended	FY 2022-23 Proposed
Starting Balance	\$517,372	\$675,131	\$773,919	\$622,524	\$542,736
Revenue					
Assessments	\$701,950	\$704,131	\$706,322	\$706,325	\$711,134
Expenses					
Personnel	\$329,761	\$354,994	\$317,249	\$314,913	\$355,451
Non-Personnel	\$140,430	\$174,130	\$466,468	\$397,200	\$367,288
Overhead Transfer	\$74,000	\$76,220	\$74,000	\$74,000	\$74,000
Annual Surplus/(Shortfall)	\$157,759	\$98,787	(\$151,395)	(\$79,788)	(\$85,605)
Ending Balance/(Deficit)	\$675,131	\$773,919	\$622,524	\$542,736	\$457,131

Assumptions

- Revenues from storm drain fees are projected to remain flat.

Measure A Parcel Tax (206) Swim Center Overview

The Measure A Parcel Tax Swim Center Fund is used to account for the use of the voter-approved special tax for the swim center and park capital projects. While Measure A expired on June 30, 2020, a fund balance remains for future projects which include Swim Center Americans with Disabilities (ADA) parking lot improvements and pool resurfacing.

	FY 2018-19 Actual	FY 2019-20 Actual	FY 2020-21 Actual	FY 2021-22 Amended	FY 2022-23 Proposed
Starting Balance	\$265,499	\$365,641	\$516,106	\$323,745	\$106,379
Revenue					
Assessments	\$633,080	\$646,806	\$0	\$0	\$0
Expenses					
Personnel	\$0	\$0	\$582	\$0	\$0
Non-Personnel	\$121,208	\$84,611	\$4,765	\$217,366	\$270,350
Overhead Transfer	\$411,730	\$411,730	\$187,014	\$0	\$0
Annual Surplus/(Shortfall)	\$100,142	\$150,465	(\$192,361)	(\$217,366)	(\$270,350)
Ending Balance/(Deficit)	\$365,641	\$516,106	\$323,745	\$106,379	(\$163,971)

Measure H Parcel Tax (207) Parks & Recreation Facilities Overview

The Measure H Parcel Tax Parks & Recreation Facilities Fund is used to account for the use of voter-approved special tax for the maintenance and enhancement of parks and recreation facilities including the Swim Center, playgrounds, open space and trails, park amenities, community center and clubhouses. Proposed expenditures include parks and fields landscape maintenance, Hillside Natural Area vegetation management and trail maintenance, Swim Center maintenance, park equipment and signs, Immediate Work Priorities at City Clubhouses and Parks as identified through the Parks and Recreation Facilities Master Plan, and funds set aside for equipment replacement and emergency building repairs.

	FY 2018-19 Actual	FY 2019-20 Actual	FY 2020-21 Actual	FY 2021-22 Amended	FY 2022-23 Proposed
Starting Balance	\$0	\$0	(\$513)	\$140,807	\$52,807
Revenue					
Assessments	\$0	\$0	\$636,948	\$636,948	\$648,740
Expenses					
Personnel					
Non-Personnel	\$0	\$513	\$445,628	\$674,948	\$654,536
Overhead Transfer	\$0	\$0	\$50,000	\$50,000	\$50,000
Annual Surplus/(Shortfall)	\$0	(\$513)	\$141,320	(\$88,000)	(\$55,796)
Ending Balance/(Deficit)	\$0	(\$513)	\$140,807	\$52,807	(\$2,989)

Street Improvement Fund (211) Overview

This Fund is used to account for proceeds of the Measure A half-cent sales tax approved by El Cerrito voters on February 5, 2008. Expenditures from this Fund are to improve and maintain City streets and to pay debt service on the related 2008 bond issuance, for which the Measure A half-cent sales tax is a pledged revenue stream.

	FY 2018-19 Actual	FY 2019-20 Actual	FY 2020-21 Actual	FY 2021-22 Amended	FY 2022-23 Proposed
Starting Balance	\$990,999	\$1,197,346	\$1,248,382	\$2,124,782	\$1,968,974
Revenue					
Sales Taxes	\$1,634,703	\$1,645,068	\$1,889,815	\$1,478,700	\$1,508,376
Expenses					
Personnel	\$91,478	\$109,294	\$99,831	\$116,608	\$114,580
Non-Personnel	\$632,477	\$781,837	\$207,284	\$811,600	\$1,280,000
Overhead Transfer	\$704,400	\$702,900	\$706,300	\$706,300	\$702,100
Annual Surplus/(Shortfall)	\$206,347	\$51,036	\$876,400	(\$155,808)	(\$588,304)
Ending Balance/(Deficit)	\$1,197,346	\$1,248,382	\$2,124,782	\$1,968,974	\$1,380,670

Assumptions

- Expenses will remain in line with revenues after debt service.

Integrated Waste Management Fund (501) Overview

This enterprise fund is used to account for the activities related to the recycling management programs. The Integrated Waste Management (IWM) Fund provides for services including weekly residential and commercial curbside recycling collection operations, management of waste management contracts and services, and operation of the City's state-of-the-art LEED Platinum Recycling + Environmental Resource Center. Although the City historically included a ten-year plan in the annual budget, a short-term fund forecast format has been adopted to be consistent with other funds and reflect a more suitable planning horizon.

	FY 2018-19 Actual	FY 2019-20 Actual	FY 2020-21 Actual	FY 2021-22 Amended	FY 2022-23 Proposed
Starting Balance	\$1,014,847	\$1,049,357	\$1,629,561	\$2,759,343	\$2,967,268
Revenue					
Charges for Services	\$2,571,333	\$3,335,231	\$3,776,202	\$3,857,283	\$3,872,522
Intergovernmental	\$62,894	\$40,201	\$16,784	\$24,500	\$24,800
Other Revenue	\$10,141	\$2,079	\$3,275	\$2,500	\$2,700
Expenses					
Personnel	\$1,513,160	\$1,572,408	\$1,483,313	\$1,705,106	\$1,856,906
Non-Personnel	\$735,876	\$853,363	\$800,594	\$1,581,102	\$1,818,606
Overhead Transfer	\$360,821	\$371,536	\$382,572	\$390,150	\$405,609
Annual Surplus/(Shortfall)	\$34,510	\$580,204	\$1,129,783	\$207,925	(\$181,099)
Ending Balance/(Deficit)	\$1,049,357	\$1,629,561	\$2,759,343	\$2,967,268	\$2,786,169

Assumptions

- Recent changes in China's import policies are causing unprecedented upheaval in international recycling markets, resulting in a decrease in the revenue from materials sales and contracts.

Low & Moderate Income Housing Asset Fund (232) Overview

Pursuant to the Dissolution Act, the City elected to serve as the Successor Housing Entity to the dissolved El Cerrito Redevelopment Agency, responsible for affordable housing projects and activities. In FY 2012, the City placed housing assets, including real estate and encumbered cash in the Low & Moderate Income Housing Fund (LMIHF), into the new Low & Moderate Income Housing Asset Fund. California Redevelopment Law requires the Fund be used to increase, improve and preserve the housing supply affordable to very low, low, and moderate income households.

The Dissolution Act did not provide revenue for successor housing agencies, but allows them to collect payments on loans made from former agencies' LMIHF. Money had been borrowed from the LMIHF to pay into the Educational Revenue Augmentation Fund (ERAF) and Supplemental ERAF. Repayment of these loans is an obligation of the El Cerrito Redevelopment Agency Successor Agency (see Section 10) and the only anticipated near-term revenues.

In FY 21-22, the City as the Housing Successor, will continue working with BRIDGE Housing to secure financing for Mayfair Affordable in order to move into construction. In September 2019, the City Council authorized a pre-development loan to BRIDGE for \$350,000. We anticipate releasing the remaining predevelopment loans funds - \$150,000 - in FY 21-22. City staff will also continue to monitor the affordable housing portfolio and loans that were made by the former El Cerrito Redevelopment Agency.

	FY 2018-19 Actual	FY 2019-20 Actual	FY 2020-21 Actual	FY 2021-22 Amended	FY 2022-23 Proposed
Starting Balance	\$5,067,589	\$5,131,743	\$5,215,779	\$5,247,777	\$5,205,049
Revenue					
Use of Money & Property	\$74,829	\$101,918	\$47,351	\$164,800	\$164,800
Expenses					
Personnel					
Non-Personnel	\$10,675	\$17,881	\$15,353	\$207,528	\$207,528
Overhead Transfer					
Annual Surplus/(Shortfall)	\$64,154	\$84,037	\$31,998	(\$42,728)	(\$42,728)
Ending Balance/(Deficit)	\$5,131,743	\$5,215,779	\$5,247,777	\$5,205,049	\$5,162,321

OTHER FUNDS

The City has other funds, including minor operating funds, capital funds, other entities' funds, debt service funds, internal service funds, and trust funds. They are as follows:

Asset Seizure Fund (208)

The Police Department acquires assets in the course of arresting suspects and a portion of these assets becomes the property of the City when a guilty verdict is awarded. Pursuant to the State Health and Safety Code, these funds are to be used by the Police Department to supplant but not supplement its operating budget. To assure correct usage, funds have been broken out into a separate fund.

Vehicle Abatement Fund (209)

This Fund accounts for monies received from the County to support programs that remove abandoned vehicles from City streets.

Park In-Lieu Fund (210)

This Fund accounts for funds received through negotiations with developers to be used for park improvements.

SB1 Fund (212)

This Fund was established in FY 2017-18 to account for funds received from the State Controller that have been generated through the passage of Senate Bill 1, and specifically, funds from the State's Road Maintenance and Rehabilitation Account (RMRA) that are apportioned by formula to eligible cities and counties for maintenance, rehabilitation, safety and improvement projects on local streets and roads system.

Art in Public Places Fund (213)

This Fund was established to account for the public art in-lieu contributions and any and all other revenues appropriated or received for public art and/or public arts and cultural programs, including donations from the public.

Measure J Return-to-Source Paratransit (214)

This Fund was created in FY 2013-14 to account separately for the portion of Measure J Return-to-Source revenues that fund the paratransit program.

Grants Fund (221)

This Fund accounts for projects and programs in various departments that are funded by one-time grants.

Grants Fund (222)

This Fund was created in FY 2013-14 to account for the ongoing C.O.P.S. grants received by the Police Department. Previously the revenues and expenditures for this program were accounted for in Fund 221.

Municipal Services Corporation Fund (230)

The Municipal Services Corporation (MSC) is a separate nonprofit, public benefit corporation. Although it is considered a component unit of the City for accounting purposes, its activities are controlled and its budget is adopted by a separate board of directors, and therefore not included in this document. Its revenues were previously primarily related to real estate transactions, including leases and potentially disposition of developable land. It also received revenue from the former Redevelopment Agency, prior to its dissolution, pursuant to a Cooperation Agreement in order to implement economic development and redevelopment programs, but has not received any payments related to the agreement since the dissolution in 2012. Its expenditures are for economic development programs, redevelopment projects, and property management.

Beginning in FY 2022-23, community benefit funds from the City's two permitted cannabis business operators that are for to be used for purposes that contribute to quality of life including services for people experiencing homelessness in El Cerrito, will be contributed to and programmed by the MSC.

Capital Improvements Fund (301)

This Fund is utilized to account for capital activities with one-time and multiple funding sources. Within the Fund, each project is accounted for separately on a life-to-date basis for internal and external reporting purposes.

Storm Drain Debt Service Fund (401)

This Fund accounts for debt service payments on the Storm Drain Revenue Bonds using the proceeds of the Measure J Special Tax assessed for that purpose. No further expenditures are budgeted for this Fund, as the last debt service payment was made in FY 2013-14.

Vehicle and Equipment Replacement Fund (601)

The purpose of this Fund is to provide vehicles and equipment to the line departments and avoid financing costs associated with the acquisition of necessary capital assets. This Fund was originally created from a reserved portion of the City's General Fund. Departments may purchase necessary vehicles or equipment from this Fund and then repay the Fund from their operating budgets over time. An ongoing charge to the operating department will cover the cost of the equipment plus a contribution toward future replacement of the equipment when such a replacement can reasonably be anticipated. The Fund's primary objective is to provide financing for the purchase of equipment and vehicles with a cost of \$5,000 and over and a useful life of three or more years. Currently, only the Fire Department is utilizing this Fund.

Pension Fund Section 401A Trust Fund (701)

The purpose of this Fund is to account for payments on retiree pensions that are an obligation of the City.

Redevelopment Obligation Retirement Fund (780)

The purpose of this trust fund is to administer the enforceable obligations of the El Cerrito Redevelopment Agency Successor Agency. Monies received in this Fund are for specific payments approved by an oversight board and the California Department of Finance and the City's authority is limited to making the approved payments. No budget is adopted for this Fund.

Measure A Debt Service Fund (834)

This Fund accounts for debt service payments on the Swim Center Bonds, which were used for the Swim Center Construction, using the proceeds of the Measure A Special Tax assessed for that purpose.

City Hall Debt Service Fund (835)

This Fund accounts for debt service payments on City Hall Lease Revenue Bonds using transfers from the City's General Fund.

Street Improvement Bond Debt Service Fund (836)

This Fund accounts for debt service payments on the Street Improvement Revenue Bonds using the proceeds of the Measure A half-cent sales tax collected for that purpose.



SECTION 3:

CITY MANAGEMENT

City Management provides overall policy and administrative direction of the City organization. This department acts as the central liaison to the public and provides leadership and direction to all departments in the ongoing operations of the City. City Management is ultimately responsible for ensuring the implementation of City Council policy direction and the Adopted El Cerrito Strategic Plan.

CITY MANAGEMENT OVERVIEW

City Management is the general government function of the City of El Cerrito and its entities. This section covers six operating components and specific discussion regarding their tasks is shown in their sections:

- City Council
- City Manager’s Office
- City Attorney
- City Clerk
- Information Technology
- Human Resources

Organizational

Structure

An organization chart reflecting City Management operating units is provided in **Chart 3-1**.

Chart 3-1
City Management Organizational Structure



Position**Listing**

The position listing in **Table 3-1** shows the positions included within City Management, not including the five elected City Council member positions.

Table 3-1**City Management Position Listing**

CITY MANAGEMENT	FY 2018-19	FY 2019-20	FY 2020-21	FY 2021-22	FY 2022-23
Assistant City Manager	1	1	1	1	1
Assistant to the City Manager	1	1	0	0	0
Administrative Clerk Specialist	1.5	1.5	1	1	0
City Manager	1	1	1	1	1
City Clerk	1	1	1	1	1
Human Resources Manager	1	1	1	1	0
Human Resources Technician	1	1	0	0	0
Human Resources Specialist	0	0	1	1	1
Information Technology Manager	1	1	1	1	1
Information Technology Specialist	1	1	1	1	1
Management Analyst III	0	0	0	0	1
Management Assistant	1	1	1	0	1
Network Security Engineer	1	1	1	1	1
Senior Human Resources Analyst	0	0	0	0	1
CITY MANAGEMENT TOTAL	11.5	11.5	10	9	10

CITY COUNCIL

The overall goal of the City Council is to improve the quality of life for the residents of El Cerrito and to set broad policy goals for implementation by City staff based on the needs and desires of the community. The City Council consists of five members of the community—one rotating Mayor and four Council members. The City Council is the official legislative body of the City. Its duties include:

- Set policy by ordinance, resolution, or motion
- Review and approve reports, proposals and contracts for new programs and services
- Appoint Board and Commission members
- Review and approve the budget as prepared by the City Manager
- Serve as Board Members for the El Cerrito Employees' Pension Board and the Public Financing Authority.

In 2013, the City Council adopted the El Cerrito Strategic Plan, outlining the mission, vision, values, goals and strategies to guide the City into the future. The mission, values, goals, and strategies identified in the Plan were reviewed and updated by the City Council in 2015 to extend through 2020, and are incorporated into the budget document. The Strategic Plan informs and guides the departments as to allocation of resources and service efforts.

Major Expenditures

The following table contains general fund major expenditures in the City Council Division (10-10) with an increase from the previous fiscal year in the amount of \$10,000 or above.

Major Expenditures (>\$10k)		
Account	Amount	Description
10-10-54910	\$32,750	Travel and Training - Increase based largely on return to in-person events, based on Council requests and staff assumptions from previous year trends. Annual allotment per member \$5,000, \$4,000 additional for role of mayor, and \$3,750 for New Mayor and Councilmember

CITY ATTORNEY

The City Attorney supports the City Council and City organization with legal advice and services. The City Attorney, whose services are retained by the City through a contract with the law firm Meyers Nave, is responsible for the following services:

- Provide legal advice and information to the City Council, Boards and Commissions, City Manager and staff
- Develop legally acceptable alternatives for accomplishing policy objectives including the Strategic Plan
- Prepare legal documents including ordinances, leases and agreements
- Review resolutions and contracts
- Represent the City in court and before administrative agencies
- Advise City staff on land use and planning applications and issues, public works contracts and construction, personnel matters, finance issues, elections, the Public Records Act, open meeting laws, compliance with State and Federal laws and regulations, and Municipal Code enforcement issues
- Update the El Cerrito Municipal Code

The City Manager continues to control assignment of work to the City Attorney as a method of containing costs.

CITY MANAGER

Under the policies established by the City Council, the City Manager is responsible for the efficient management of all affairs and departments operating within the City and serves as the Executive Director of the City's Municipal Finance Authority. The City Manager is the City's chief executive officer, employed by and directly responsible to the City Council. The City Manager organizes and directs an executive team that consists of the Assistant City Manager, City Clerk and Department Directors to implement programs and deliver public services.

The primary duties and services the City Manager performs include the following:

- Provide professional expertise to the City Council in their role of making public policy decisions
- Implement policies and directives from the City Council
- Provide strategic direction and management for citywide operations and service delivery
- Prepare a sound, fiscally sustainable budget that identifies all the revenues and expenditures anticipated in the forthcoming and future fiscal years
- Oversee the process for development of capital and infrastructure projects and strive to ensure that capital projects are successfully accomplished on-time
- Ensure the City is delivering cost-effective services that meet the needs of community
- Engage residents, foster community partnerships and interagency collaborations through strategic communication efforts
- Ensure the highest level of customer service to residents and businesses

FY 2021-2022 HIGHLIGHTS

Through continued implementation of Fiscal Response Plan, controlling and reducing expenditures, and conservative revenue projections, achieved a General Fund surplus equivalent to 10% of expenditures as required through the City's Comprehensive Financial Policy.

Per direction from the City Council, received and programmed American Rescue Plan Act (ARPA) funding to maximize General Fund reserves by allocating the first tranche (\$3 million) for general government services in FY 2021-22, providing budget stability and increasing the General Fund balance to 17% of expenditures.

Continued the development and implementation of a Fiscal Sustainability Plan and the phased implementation of State Auditor Recommendations to achieve financial sustainability

Sustained Citywide service delivery during the continuing COVID-19 pandemic despite significant expenditure and staff reductions.

Maintained active participation at the State/Federal Level through Cal Cities (formerly League of California Cities) on legislative priorities and funding opportunities.

Supported the Arts and Culture Commission in implementing the Utility Box Public Art Pilot and the Poet Laureate programs.

FY 2022-2022 FOCUS

Implement Fiscal Sustainability Plan (as a part of the Fiscal Response Plan) and complete implementation of State Auditor Recommendations.

Provide quality day-to-day service delivery for residents within fiscal discipline.

Continue to ensure the safety of employees and residents amid the national COVID-19 pandemic and California fire season.

Continue active participation through Cal Cities on legislative priorities and potential funding sources from the state and federal government.

Continue to provide support to the Arts and Culture Commission in their priorities, including the Utility Box Public Art Pilot Program, Artist In Residency Program at the Recycling Center and the Poet Laureate program.

Major Expenditures

The following table contains General Fund major expenditures in the City Manager Division (10-20) with an increase from the previous fiscal year in the amount of \$10,000 or above. The Division budget will also reflect a proposed added position in the City Manager's office to assist with public information, community engagement, support for emergency services and other City Management initiatives.

Major Expenditures (>\$10k)

Account	Amount	Description
10-20-52190	\$100,000	Miscellaneous Professional Services: consulting services for grant writing and for services related to the BART Library project
10-20-52240	\$15,914	Gilman Fields JPA Payment
10-20-52120	\$35,010	Financial Services: Consulting services for development of Fiscal Sustainability Plan

CITY CLERK

The City Clerk strives to provide exceptional service to all residents of the City of El Cerrito, the City Council, city staff and other public agencies. The primary goal is to preserve the public's trust in government by ensuring the city's legislative processes are transparent, accurate and timely; safeguarding the legislative history of the city; administering open elections; and delivering timely information and services.

The City Clerk performs all mandated functions under the United States Constitution, the Constitution of the State of California, California Government Code, California Election Code, California Administrative Code, the Public Records Act, the Political Reform Act and Fair Political Practices Regulations, the El Cerrito Municipal Code and other policies established by the City Council.

Primary roles and responsibilities for the City Clerk include:

- Meeting administration and overseeing preparation and noticing of materials for City Council, Redevelopment Agency, and Municipal Services Corporation;
- Ensuring recordation, preservation, and maintenance of the City's Legislative history and oversight of Citywide records program;
- Membership administration for City Boards, Commissions and Committees, and facilitation of staff liaison duties;
- City Election Officer - Administering impartial and ethical elections for city council candidates and city measures, ensuring regulatory compliance for initiative, referendum and recall petitions, and administering all other regulatory requirements for municipal elections; and
- City Filing Officer - for the California Fair Political Practices Commission (FPPC), responsible for noticing, reviewing and monitoring FPPC Campaign Disclosure and Statement of Economic Interests filings.

The City Clerk performs and is responsible for a variety of other administrative duties for the city including maintenance of the El Cerrito Municipal Code, public records and information requests, receiving and opening bid documents, planning city council and commission events, administration of the Oath of Office to elected officials and sworn public safety personnel, and providing administrative support to the City Council and the City Manager.

The City Clerk is supported by a Management Assistant who assists in the advancement of program automation and division goals, assists with records information management and automation, assists in facilitation and tracking of advisory body membership, assists in facilitation of department advisory body meetings preserving the City's legislative history and participating actively in website maintenance and development.

FY 2021-2022 HIGHLIGHTS

Developed and administered annual training to advisory body members on orientation and member handbook, advisory body chair/vice-chairs training on roles and responsibilities, five Brown Act refresher trainings, and quarterly staff liaison training.

Implemented and ensured compliance with expanded advisory body member training requirements including ethics, sexual harassment prevention and orientation training for over 80 members.

Facilitated and hosted West County Mayors Association meetings for six months; provided liaison support for Financial Advisory Board for nine months; managed and facilitated 29 special, regular and joint City Council meetings including ensuring accessibility and compliance with temporary legislation related to the pandemic.

By reclassifying one Administrative Clerk Specialist to a Management Assistant, expanding support to City Management including assisting with Arts and Culture Commission programs, Citywide website maintenance and ADA compliance, working to advance recordkeeping practices, supporting employee events, and general support to the Assistant City Manager.

Represented El Cerrito as a member on the Cal Cities Housing, Community & Economic Development Policy Committee and as the East Bay Region Director for City Clerks Association of California (CCAC).

FY 2022-2023 FOCUS

Facilitate candidate nominations and administer the November 2022 General Municipal Election in compliance with all applicable regulatory requirements.

In collaboration with Information Technology, facilitate and manage Council Chamber upgrades to increase transparency and access to public meetings.

Draft and implement an electronic signature policy to increase process efficiency and consistency, reduce paper records, and increase transparency and accessibility to records.

Focus on engaging existing technology to streamline internal processes in an effort to reduce staff time required to administer services and support.

Continue to ensure both processes and information are current and consistent with applicable regulatory requirements with regard to administration of elections, Fair Political Practices Commission regulations, and other regulatory filing requirements.

Major Expenditures

The following table contains general fund major expenditures in the City Clerk Division (10-40) with an increase from the previous fiscal year in the amount of \$10,000 or above.

Major Expenditures (>\$10k)		
Account	Amount	Description
10-40-54990	\$60,000	General Municipal Election - estimate for two council seats and one potential ballot measure.

HUMAN RESOURCES

The Human Resources Division develops, implements, supports and manages a comprehensive human resources and risk management function to ensure quality service to the organization and to the community. A variety of central services are also provided. These services are accomplished by:

- Developing and maintaining Human Resources policies to support effective and efficient operations and to maintain legal compliance with State and Federal employment laws
- Managing talent acquisition initiatives which include ensuring fair and balanced recruitment and selection processes
- Maintaining the City's classification and compensation plans
- Leading and/or supporting the meet and confer process with employee organizations
- Providing labor relations oversight to ensure equitable and ethical treatment of the workforce and to mitigate employment risks
- Coordinating/monitoring Citywide learning and development programs and the City's central safety program
- Maintaining personnel and related records
- Providing professional staff support to commissions and committees
- Performing the City's risk management function including maintaining insurance coverage and processing/monitoring Workers' Compensation and liability claims

Risk Management

The City is a member of the Municipal Pooling Authority (MPA), a Joint Powers Authority (JPA) that is both a loss control/risk management consortium and a fund-pooling mechanism for excess coverage of self-insured risks. The Division oversees this program.

FY 2021-2022 HIGHLIGHTS

Implemented the comprehensive unblending of retiree medical premiums to eliminate the City's approximate \$5 million other post employment benefits (OPEB) liability, per State Auditor Recommendation.

Issued a Classification & Compensation Study Request for Proposals (RFP), per State Auditor Recommendation.

Managed successful reopening of city facilities in accordance to required regulations at the state/federal levels; maintained complex human resources/risk management processes as a result of the COVID-19 pandemic.

Developed and implemented a pilot telework program for eligible employees, supporting a healthy workplace as a part of Human Resources industry best practices.

Provided guidance to the Human Relations Commission by supporting events and initiatives such as the 2022 Dr. Martin Luther King Jr. Day Celebration to celebrate diversity and promote equity and inclusion.

FY 2022-2023 FOCUS

Manage and facilitate a citywide Classification & Compensation Study (dependent upon City Council approval).

Conclude final implementation efforts with Finance/IT on a position control budgeting module in the City's existing enterprise resource planning (ERP) software to streamline data access and accuracy.

Work with Departments to fill critical position vacancies in the current recruitment market using strategies that diversify candidate pools.

Update policies and procedures to align with current Human Resources best practices.

Continue to provide cost-effective employee training, health and retirement resources.

Major Expenditures

The following table contains General Fund major expenditures in the Human Resources Division (10-60) with an increase from the previous fiscal year in the amount of \$10,000 or above.

Major Expenditures (>\$10k)		
Account	Amount	Description
10-60-54110	\$1,253,147	Insurance Premiums: Citywide General Liability (previous FY - \$1,074,882, adjusted in mid-year budget)
10-60-54120	\$50,000	Legal Settlements/Judgements (previous FY - \$341,901)
10-60-54990	\$250,000	Other Administrative Services: Personnel Investigations, Labor Relations, Legal Costs (previous FY - \$325,000, adjusted in mid-year budget)

INFORMATION TECHNOLOGY

The Information Technology Division seeks to provide and maintain information services including data, voice, video, hardware, and software to serve City residents and businesses, Departments, and City facilities. The Division works with multiple technologies to choose the appropriate solution for the City's needs. The Division's challenge is to work within the budget to stay current and provide solutions as technology continues to change.

The Information Technology Division performs the following tasks:

- Maximizes the use of the City's information and telecommunications systems resources
- Assists all computer and telephone users in gaining access to the network, provides technical support, and resolves user problems
- Plans for updates and upgrades to address current and future growth needs of the information and telecommunication infrastructure
- Plans for rising productivity, projected demand, and growth of all City departments by automation, streamlining processes, and improving workflows
- Enhances the City's customer service portal and ability to outreach to our residents using social media platforms
- Provides 24/7 on-demand webcast and live TV broadcast of City Council Meetings
- Troubleshoots and maintains the City's HVAC, alarm, lighting, and surveillance systems

The overall goal is to provide and maintain efficient, cost-effective, and reliable information technology to serve the public in El Cerrito.

FY 2021-2022 HIGHLIGHTS

Replaced and upgraded City Hall's key fob system and door locks with Brivo Cloud Access Control system.
Continuously improved and updated Central Square's Cloud-based online eTRAKiT portal and Community Development system.
Upgraded server and end-point protection with Sophos-Central Intercept X Advanced with XDR and MTR to better protect the network from external cyberattacks and from malicious software.
Upgraded outdated and failing network infrastructure at City Hall and other city sites.
Replaced and upgraded obsolete and software-incompatible computing devices.
Refreshed City back-end computers with a robust virtual infrastructure.

FY 2022-2023 FOCUS

Upgrade on-premises Laserfiche with Cloud-Based Full Service Enterprise Content Management Systems.
Upgrade analog work phones with Cloud-based RingCentral VoIP system by phases.
Upgrade Barracuda Email Protection SW to make web browsing safe, automatically remediate email threats, improve user security awareness and demonstrate PCI compliance and protect MS 365 data.
Implement automated and advanced solution software to address hardware and software issues remotely.

Major Expenditures

The following table contains general fund major expenditures in the Information Technology Division (10-70) with an increase from the previous fiscal year in the amount of \$10,000 or above.

Major Expenditures (>\$10k)		
Account	Amount	Description
10-70-54240	\$44,400	Community Development and eTRAKiT system hosting, licenses and maintenance (previous FY - \$55,000, \$10,600 reduction due one-time fee last FY)
10-70-54240	\$28,700	GovClarity Software (previous FY - \$25,500, \$3,200 increase due to annual maintenance and license increase)
10-70-54240	\$18,200	Microsoft 365 Subscriptions and Support (previous FY - \$13,100, \$5,100 increase due to migration of on-prem users to Cloud and additional licenses such as MS Visio and MS Project)
10-70-54240	\$18,837	VSI Hosting Service-Park & Rec Software (previous FY - \$15,600, \$3,237 increase due to annual maintenance and license increase)
10-70-56240	\$23,127	Laserfiche (previous FY - \$6,166, increase due to HW/SW upgrade from on-prem to Cloud) First Yr: \$23,127.16 includes 1st year maintenance and support; and one-time fee of \$9,277.16, 2nd Yr: \$13,850.00. Vendor will provide server/network/firewall, SW licenses; updates/upgrades, redundancy, security, anti-virus, backup, disaster recovery, monitoring and maintenance. Latest SW version will include new functionalities such as Cloud Weblink Public Portal, Cloud Forms Portal, Cloud ScanConnect, Workflow & Forms Process Automation, Integration with MS Office and many more. IT savings on HW/SW procurement (est \$8,000 every 4 yrs) and staff time (est \$4,800/yr) as vendor will manage the cloud system.
10-70-56420	\$27,100	IBM - Meraki Network Hardware (previous FY - \$27,100, same as last FY)
10-70-56420	\$22,600	Dell - VXRail Hardware (previous FY - \$22,600, same as last FY)
10-70-56420	\$30,200	SSP - Palo Alto Firewall Hardware (previous FY - \$30,200, same as last FY)

CITY MANAGEMENT BUDGET SUMMARY

City Management Department Expenditures (1020, 1040, 1060, 1070)

All Funds	FY 2018-19 Actual	FY 2019-20 Actual	FY 2020-21 Actual	FY 2021-22 Amended	FY 2022-23 Proposed
General Fund (101)					
Personnel Services	\$2,247,434	\$2,295,048	\$2,054,507	\$1,845,147	\$2,090,270
Purchased Professional & Technical Services	\$441,970	\$369,320	\$150,365	\$285,251	\$349,261
Purchased Property Services	(\$4,231)	\$101	\$5,906	\$1,015	\$1,015
Other Purchased Services	\$886,907	\$1,113,194	\$1,090,221	\$2,033,881	\$1,864,731
Supplies	\$49,146	\$70,208	\$20,219	\$37,060	\$9,611
Property & Capital	\$62,932	\$226,024	\$44,541	\$92,102	\$95,497
Total Expenditures	\$3,684,157	\$4,073,895	\$3,365,759	\$4,294,456	\$4,410,385
Public Art Fund (213)					
Personnel Services	\$57	\$562	\$0	\$0	\$0
Purchased Professional & Technical Services	\$2,333	\$11,627	\$9,925	\$100,000	\$100,000
Other Purchased Services	\$5,594	\$11,268	\$1,000	\$0	\$0
Total Expenditures	\$7,984	\$23,457	\$10,925	\$100,000	\$100,000
Grants Fund (221)					
Personnel Services	\$1,663	\$0	\$0	\$0	\$0
Total Expenditures	\$1,663	\$0	\$0	\$0	\$0
Integrated Waste Management Fund (501)					
Personnel Services	\$95,693	\$84,594	\$78,415	\$78,510	\$89,139
Total Expenditures	\$95,693	\$84,594	\$78,415	\$78,510	\$89,139
City Management Department Revenues					
General Fund (101)					
Use of Money and Property	\$600	\$0	\$0	\$0	\$0
Charges for Services	\$20,480	\$17,941	\$4,094	\$0	\$2,900
Other Revenue	\$0	\$350	\$0	\$0	\$0
Total Revenues	\$21,080	\$18,291	\$4,094	\$0	\$2,900
Public Art Fund (213)					
Charges for Services	\$0	\$3,492	\$0	\$0	\$0
Total Revenues	\$0	\$3,492	\$0	\$0	\$0
TOTAL DEPARTMENT EXPENDITURES	\$3,789,497	\$4,181,947	\$3,455,100	\$4,472,966	\$4,599,524
TOTAL DEPARTMENT REVENUES	\$21,080	\$21,783	\$4,094	\$0	\$2,900

City Council Expenditures (1010)

	FY 2018-19 Actual	FY 2019-20 Actual	FY 2020-21 Actual	FY 2021-22 Amended	FY 2022-23 Proposed
General Fund (101)					
Personnel Services	\$34,715	\$35,660	\$33,700	\$32,212	\$39,504
Purchased Professional & Technical Services	\$119,812	\$91,002	\$92,977	\$8,425	\$7,850
Other Purchased Services	\$39,055	\$31,545	\$31,410	\$55,897	\$80,130
Supplies	\$1,880	\$1,286	\$541	\$600	\$980
Office Equipment	\$0	\$0	\$3,526	\$0	\$550
Total Expenditures	\$195,462	\$159,493	\$162,153	\$97,134	\$129,014

City Council Revenues

	FY 2018-19 Actual	FY 2019-20 Actual	FY 2020-21 Actual	FY 2021-22 Amended	FY 2022-23 Proposed
General Fund (101)					
Charges for Services	\$0	\$4,890	\$0	\$0	\$0
Total Revenues	\$0	\$4,890	\$0	\$0	\$0

TOTAL DEPARTMENT EXPENDITURES	\$195,462	\$159,493	\$162,153	\$97,134	\$129,014
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TOTAL DEPARTMENT REVENUES	\$0	\$4,890	\$0	\$0	\$0
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City Attorney Expenditures (1030)

	FY 2018-19 Actual	FY 2019-20 Actual	FY 2020-21 Actual	FY 2021-22 Amended	FY 2022-23 Proposed
General Fund (101)					
Purchased Professional & Technical Services	\$519,482	\$334,216	\$250,543	\$318,270	\$318,270
Total Expenditures	\$519,482	\$334,216	\$250,543	\$318,270	\$318,270

CITY MANAGEMENT BUDGET DETAIL

Account Number	Account Description	FY2018-19 Actual	FY2019-20 Actual	FY2020-21 Actual	FY2021-22 Amended	FY2022-23 Proposed
Fund: 101 - General Fund						
REVENUES						
Department: 10 - Administration						
Division: 40 - City Clerk						
<i>4400-Use of Prp - Use of Money and Property</i>						
44220	Rentals-Facilities	\$600	\$0	\$0	\$0	\$0
<i>Account Classification Total: 4400-Use of Prp - Use of Money and Property</i>		\$600	\$0	\$0	\$0	\$0
<i>4600-Charges - Charges for Services</i>						
46520	Program Fees	\$2,840	(\$2,065)	\$4,094	\$0	\$2,900
46523	Passport Fees	\$17,640	\$19,991	\$0	\$0	\$0
<i>Account Classification Total: 4600-Charges - Charges for Services</i>		\$20,480	\$17,926	\$4,094	\$0	\$2,900
Division Total: 40 - City Clerk		\$21,080	\$17,926	\$4,094	\$0	\$2,900
Division: 60 - Human Resources						
<i>4600-Charges - Charges for Services</i>						
46520	Program Fees	\$0	\$15	\$0	\$0	\$0
<i>Account Classification Total: 4600-Charges - Charges for Services</i>		\$0	\$15	\$0	\$0	\$0
<i>4800-Oth Revenu - Other Revenue</i>						
48120	Contributions & Donations	\$0	\$350	\$0	\$0	\$0
<i>Account Classification Total: 4800-Oth Revenu - Other Revenue</i>		\$0	\$350	\$0	\$0	\$0
Division Total: 60 - Human Resources		\$0	\$365	\$0	\$0	\$0
Department Total: 10 - Administration		\$21,080	\$18,291	\$4,094	\$0	\$2,900
REVENUES Total		\$21,080	\$18,291	\$4,094	\$0	\$2,900
EXPENSES						
Department: 10 - Administration						
Division: 20 - City Manager						
<i>5100-Persn - Personnel</i>						
51110	Regular Salaries & Wages	\$524,937	\$580,744	\$416,830	\$331,188	\$379,026
51120	Part-Time Permanent Salaries & Wages	\$655	\$908	\$0	\$10,400	\$10,400
51200	PARS Contribution	\$8	\$16	\$0	\$0	\$0
51210	PERS Contributions	\$62,445	\$69,963	\$52,692	\$43,121	\$43,651
51211	PERS UAL	\$119,304	\$133,211	\$148,336	\$120,983	\$185,463
51220	FICA/Medicare	\$39,142	\$35,648	\$27,029	\$20,220	\$23,723
51230	Medical Benefits	\$58,962	\$59,064	\$44,031	\$27,286	\$27,377
51235	Life & LTD Insurance	\$6,104	\$6,397	\$4,623	\$1,755	\$1,843
51240	Workers Compensation Premiums	\$22,687	\$23,486	\$16,295	\$7,502	\$10,914
51140	Overtime Pay	\$3,342	\$1,623	\$0	\$0	\$0
51150	Special Pay	\$650	\$500	\$0	\$0	\$0
51155	One-Time Payouts	\$101,165	\$0	\$29,893	\$0	\$0
51237	Allowances & Other Benefits	\$9,142	\$8,875	\$0	\$0	\$0

<i>Account Classification Total: 5100-Persn - Personnel</i>		\$948,543	\$920,433	\$739,728	\$562,455	\$682,397
<i>5200-Prof Svcs - Purchased Professional & Technical Services</i>						
52120	Legal & Financial Svcs	\$980	\$0	\$0	\$35,010	\$35,010
52190	Miscellaneous Prof Svcs	\$179,485	\$134,017	\$22,723	\$14,959	\$114,959
52230	Other Technical Services	\$114,179	\$39,200	\$0	\$117,927	\$117,927
52240	Miscellaneous Services	\$15,000	\$15,000	\$15,384	\$15,914	\$15,914
<i>Account Classification Total: 5200-Prof Svcs - Purchased Professional & Technical Services</i>		\$309,644	\$188,217	\$38,107	\$183,810	\$283,810
<i>5300-Prop Svcs - Purchased Property Services</i>						
53990	Other Property Services	\$0	\$101	\$96	\$0	\$0
<i>Account Classification Total: 5300-Prop Svcs - Purchased Property Services</i>		\$0	\$101	\$96	\$0	\$0
<i>5400-Other Svcs - Other Purchased Services</i>						
54210	Telephone Expenses	\$4,793	\$4,403	\$4,723	\$6,180	\$6,180
54220	Mobile/Wireless Expenses	\$4,294	\$3,598	\$3,485	\$2,718	\$2,718
54230	Internet Services	\$19,230	\$15,669	\$19,940	\$15,780	\$15,780
54240	Software Licenses & Maintenance	\$611	\$600	\$0	\$0	\$0
54310	Legal Notices & Advertise	\$494	\$0	\$0	\$0	\$0
54410	Printing & Binding	\$795	\$4,899	\$131	\$0	\$0
54610	Travel & Training	\$28,670	\$24,614	\$878	\$7,725	\$7,725
54910	Dues & Subscriptions	\$12,048	\$22,188	\$9,238	\$5,314	\$5,314
54920	Events & Field Trips	\$3,827	\$2,104	\$600	\$0	\$0
54990	Other Administrative Svcs	\$5,113	\$941	\$479	\$0	\$0
<i>Account Classification Total: 5400-Other Svcs - Other Purchased Services</i>		\$79,874	\$79,016	\$39,474	\$37,717	\$37,717
<i>5500-Supplies - Supplies</i>						
55110	General Office Supplies	\$1,108	\$1,030	\$618	\$946	\$946
55120	Postage & Delivery	\$311	\$1,298	\$25	\$568	\$568
55130	Photocopying Charges	\$332	\$222	\$0	\$473	\$473
55140	Recognition-EE/Volunteer	\$0	\$0	\$212	\$6,624	\$6,624
55210	Fuel	\$145	\$148	\$154	\$0	\$0
55220	Safety Supplies	\$0	\$948	\$0	\$0	\$0
55290	Other Operating Supplies	\$2,372	\$700	\$522	\$0	\$0
<i>Account Classification Total: 5500-Supplies - Supplies</i>		\$4,268	\$4,346	\$1,530	\$8,611	\$8,611
<i>5600-Prop & Cap - Property & Capital</i>						
56410	Office Equipment <\$10K	\$3,350	\$2,738	\$4,078	\$4,647	\$4,647
<i>Account Classification Total: 5600-Prop & Cap - Property & Capital</i>		\$3,350	\$2,738	\$4,078	\$4,647	\$4,647
Division Total: 20 - City Manager		\$1,345,679	\$1,194,851	\$823,014	\$797,240	\$1,017,182
Division: 40 - City Clerk						
<i>5100-Persn - Personnel</i>						
51110	Regular Salaries & Wages	\$122,250	\$189,357	\$187,686	\$194,403	\$221,537
51120	Part-Time Permanent Salaries & Wages	\$61,448	\$0	\$0	\$0	\$0
51210	PERS Contributions	\$12,421	\$22,193	\$22,656	\$22,455	\$22,731
51211	PERS UAL	\$26,686	\$48,480	\$53,984	\$51,134	\$60,952
51220	FICA/Medicare	\$13,930	\$13,640	\$13,871	\$14,971	\$15,129
51230	Medical Benefits	\$14,236	\$17,926	\$21,662	\$21,662	\$22,179
51235	Life & LTD Insurance	\$1,284	\$2,654	\$4,969	\$1,369	\$1,410
51240	Workers Compensation Premiums	\$10,693	\$11,018	\$8,672	\$8,574	\$10,914

51140	Overtime Pay	\$229	\$376	\$0	\$0	\$3,000
51150	Special Pay	\$650	\$800	\$1,350	\$1,300	\$1,300
51155	One-Time Payouts	\$9,461	\$0	\$0	\$0	\$0
51237	Allowances & Other Benefits	\$2,400	\$3,150	\$0	\$0	\$0
<i>Account Classification Total: 5100-Persn - Personnel</i>		\$275,688	\$309,594	\$314,852	\$315,868	\$359,152
<i>5200-Prof Svcs - Purchased Professional & Technical Services</i>						
52110	Collect & Admin Services	\$46,712	\$11,956	\$9,863	\$14,850	\$19,450
52190	Miscellaneous Prof Svcs	\$0	\$1,152	\$0	\$0	\$0
<i>Account Classification Total: 5200-Prof Svcs - Purchased Professional & Technical Services</i>		\$46,712	\$13,108	\$9,863	\$14,850	\$19,450
<i>5400-Other Svcs - Other Purchased Services</i>						
54210	Telephone Expenses	\$410	\$718	\$428	\$480	\$500
54220	Mobile/Wireless Expenses	\$1,310	\$1,244	\$796	\$900	\$720
54240	Software Licenses & Maintenance	\$451	\$15,212	\$7,200	\$11,010	\$10,600
54310	Legal Notices & Advertise	\$4,494	\$4,394	\$2,399	\$1,500	\$3,500
54610	Travel & Training	\$1,407	\$2,793	\$290	\$2,250	\$4,000
54910	Dues & Subscriptions	\$540	\$65	\$766	\$310	\$450
54920	Events & Field Trips	\$3,201	\$191	\$0	\$0	\$0
54990	Other Administrative Svcs	\$5,362	\$96,486	\$23,363	\$500	\$60,000
<i>Account Classification Total: 5400-Other Svcs - Other Purchased Services</i>		\$17,174	\$121,104	\$35,242	\$16,950	\$79,770
<i>5500-Supplies - Supplies</i>						
55110	General Office Supplies	\$327	\$365	\$418	\$325	\$400
55120	Postage & Delivery	\$1,561	\$674	\$73	\$100	\$100
55130	Photocopying Charges	\$918	\$710	\$0	\$0	\$0
55290	Other Operating Supplies	\$9	\$30,642	\$0	\$0	\$0
<i>Account Classification Total: 5500-Supplies - Supplies</i>		\$2,815	\$32,390	\$491	\$425	\$500
<i>5600-Prop & Cap - Property & Capital</i>						
56410	Office Equipment <\$10K	\$3,946	\$1,413	\$1,610	\$2,550	\$6,750
<i>Account Classification Total: 5600-Prop & Cap - Property & Capital</i>		\$3,946	\$1,413	\$1,610	\$2,550	\$6,750
Division Total: 40 - City Clerk		\$346,335	\$477,609	\$362,059	\$350,643	\$465,622
Division: 60 - Human Resources						
<i>5100-Persn - Personnel</i>						
51110	Regular Salaries & Wages	\$226,124	\$229,336	\$212,638	\$161,809	\$175,000
51120	Part-Time Permanent Salaries & Wages	\$0	\$0	\$237	\$0	\$0
51210	PERS Contributions	\$27,665	\$29,891	\$23,221	\$27,691	\$28,031
51211	PERS UAL	\$47,654	\$53,285	\$59,334	\$75,547	\$75,785
51220	FICA/Medicare	\$16,194	\$16,274	\$14,561	\$15,821	\$13,387
51230	Medical Benefits	\$28,892	\$31,025	\$28,862	\$22,184	\$23,737
51235	Life & LTD Insurance	\$2,705	\$2,625	\$5,754	\$1,544	\$1,590
51240	Workers Compensation Premiums	\$2,897	\$11,925	\$8,672	\$8,574	\$10,914
51140	Overtime Pay	\$0	\$0	\$3,232	\$0	\$0
51155	One-Time Payouts	\$20,330	\$0	\$14,907	\$0	\$0
51237	Allowances & Other Benefits	\$3,900	\$3,150	\$0	\$0	\$0
<i>Account Classification Total: 5100-Persn - Personnel</i>		\$376,361	\$377,511	\$371,418	\$313,170	\$328,444
<i>5200-Prof Svcs - Purchased Professional & Technical Services</i>						
52110	Collect & Admin Services	\$22,460	\$13,406	\$9,588	\$9,000	\$15,000

52190	Miscellaneous Prof Svcs	\$6,630	\$60,724	\$12,271	\$0	\$1
52210	Lab & Investigative Svcs	\$1,439	\$2,763	\$467	\$1,591	\$0
52220	Medical Services	\$0	\$340	\$285	\$0	\$0
52230	Other Technical Services	\$25,187	\$34,230	\$29,765	\$45,000	\$0
<i>Account Classification Total: 5200-Prof Svcs - Purchased Professional & Technical Services</i>		\$55,715	\$111,463	\$52,377	\$55,591	\$15,001
<i>5300-Prop Svcs - Purchased Property Services</i>						
53250	Vehicle & Equip Maint Svc	(\$4,533)	\$0	\$5,676	\$0	\$0
<i>Account Classification Total: 5300-Prop Svcs - Purchased Property Services</i>		(\$4,533)	\$0	\$5,676	\$0	\$0
<i>5400-Other Svcs - Other Purchased Services</i>						
54110	Insurance Premiums	\$595,189	\$642,508	\$687,205	\$1,074,882	\$1,233,193
54120	Settlements & Judgements	\$22,910	\$54,810	\$33,935	\$341,901	\$50,000
54130	Insurance-Workers Comp	\$8,095	\$621	\$8,825	\$8,000	\$0
54210	Telephone Expenses	\$410	\$409	\$428	\$618	\$0
54220	Mobile/Wireless Expenses	\$1,698	\$1,212	\$1,308	\$989	\$0
54240	Software Licenses & Maintenance	\$300	\$300	\$0	\$0	\$0
54310	Legal Notices & Advertise	\$0	\$933	\$0	\$0	\$0
54610	Travel & Training	\$4,954	\$9,032	\$2,080	\$4,120	\$5,000
54910	Dues & Subscriptions	\$189	(\$504)	\$417	\$530	\$0
54920	Events & Field Trips	\$5,803	\$4,780	\$70	\$0	\$0
54990	Other Administrative Svcs	\$34,079	\$95,329	\$84,044	\$392,523	\$250,000
<i>Account Classification Total: 5400-Other Svcs - Other Purchased Services</i>		\$673,627	\$809,430	\$818,312	\$1,823,563	\$1,538,193
<i>5500-Supplies - Supplies</i>						
55110	General Office Supplies	\$669	\$1,701	\$2,962	\$946	\$0
55120	Postage & Delivery	\$289	\$335	\$158	\$487	\$0
55130	Photocopying Charges	\$647	\$417	\$0	\$717	\$0
55140	Recognition-EE/Volunteer	\$11,996	\$6,832	\$0	\$2,822	\$0
55290	Other Operating Supplies	\$28,077	\$23,855	\$14,609	\$22,552	\$0
<i>Account Classification Total: 5500-Supplies - Supplies</i>		\$41,678	\$33,141	\$17,729	\$27,524	\$0
<i>5600-Prop & Cap - Property & Capital</i>						
56410	Office Equipment <\$10K	\$527	\$1,446	\$1,800	\$805	\$0
<i>Account Classification Total: 5600-Prop & Cap - Property & Capital</i>		\$527	\$1,446	\$1,800	\$805	\$0
Division Total: 60 - Human Resources		\$1,143,375	\$1,332,989	\$1,267,311	\$2,220,653	\$1,881,638
Division: 70 - Information Systems Div						
<i>5100-Persn - Personnel</i>						
51110	Regular Salaries & Wages	\$375,915	\$386,148	\$343,288	\$349,877	\$400,414
51120	Part-Time Permanent Salaries & Wages	\$1,333	\$2,363	\$0	\$0	\$0
51200	PARS Contribution	\$21	\$39	\$0	\$0	\$0
51210	PERS Contributions	\$45,581	\$50,823	\$48,292	\$46,507	\$47,079
51211	PERS UAL	\$86,987	\$97,834	\$108,941	\$128,285	\$137,147
51220	FICA/Medicare	\$25,027	\$25,385	\$23,846	\$25,680	\$25,680
51230	Medical Benefits	\$82,705	\$85,284	\$85,853	\$86,705	\$89,774
51235	Life & LTD Insurance	\$4,181	\$4,389	\$3,930	\$2,439	\$2,512
51240	Workers Compensation Premiums	\$15,993	\$16,624	\$13,008	\$12,861	\$16,371
51150	Special Pay	\$1,300	\$1,300	\$1,350	\$1,300	\$1,300
51155	One-Time Payouts	\$0	\$11,023	\$0	\$0	\$0

51237	Allowances & Other Benefits	\$7,800	\$6,300	\$0	\$0	\$0
<i>Account Classification Total: 5100-Persn - Personnel</i>		\$646,842	\$687,510	\$628,509	\$653,654	\$720,277
<i>5200-Prof Svcs - Purchased Professional & Technical Services</i>						
52110	Collect & Admin Services	\$11,328	\$0	\$0	\$0	\$0
52190	Miscellaneous Prof Svcs	\$5,538	\$5,768	\$0	\$0	\$0
52230	Other Technical Services	\$2,962	\$44,753	\$673	\$15,800	\$15,800
54250	Hardware Maintenance & Support	\$10,072	\$6,012	\$49,346	\$15,200	\$15,200
<i>Account Classification Total: 5200-Prof Svcs - Purchased Professional & Technical Services</i>		\$29,899	\$56,533	\$50,019	\$31,000	\$31,000
<i>5300-Prop Svcs - Purchased Property Services</i>						
53250	Vehicle & Equip Maint Svc	\$302	\$0	\$134	\$515	\$515
53290	Miscellaneous R&M Svcs	\$0	\$0	\$0	\$500	\$500
<i>Account Classification Total: 5300-Prop Svcs - Purchased Property Services</i>		\$302	\$0	\$134	\$1,015	\$1,015
<i>5400-Other Svcs - Other Purchased Services</i>						
54210	Telephone Expenses	\$1,768	\$1,360	\$511	\$400	\$400
54220	Mobile/Wireless Expenses	\$3,453	\$5,112	\$5,005	\$3,745	\$3,745
54230	Internet Services	\$6,206	\$16,255	\$18,600	\$19,906	\$19,906
54240	Software Licenses & Maintenance	\$104,671	\$80,854	\$173,077	\$131,600	\$185,000
54610	Travel & Training	\$133	\$63	\$0	\$0	\$0
<i>Account Classification Total: 5400-Other Svcs - Other Purchased Services</i>		\$116,231	\$103,644	\$197,193	\$155,651	\$209,051
<i>5500-Supplies - Supplies</i>						
55110	General Office Supplies	\$40	\$0	\$0	\$500	\$500
55130	Photocopying Charges	\$90	\$75	\$0	\$0	\$0
55210	Fuel	\$254	\$256	\$269	\$0	\$0
55290	Other Operating Supplies	\$0	\$0	\$200	\$0	\$0
<i>Account Classification Total: 5500-Supplies - Supplies</i>		\$384	\$331	\$469	\$500	\$500
<i>5600-Prop & Cap - Property & Capital</i>						
56410	Office Equipment <\$10K	\$28,562	\$23,880	\$10,505	\$0	\$0
56420	Office Equipment >\$10K	\$26,547	\$196,547	\$26,547	\$84,100	\$84,100
<i>Account Classification Total: 5600-Prop & Cap - Property & Capital</i>		\$55,109	\$220,428	\$37,052	\$84,100	\$84,100
<i>5800-Financing - Financing Costs</i>						
58110	Principal Payments	\$0	\$41,291	\$18,478	\$0	\$0
58120	Interest Payments	\$0	\$0	\$4,073	\$0	\$0
<i>Account Classification Total: 5800-Financing - Financing Costs</i>		\$0	\$41,291	\$22,552	\$0	\$0
Division Total: 70 - Information Systems Div		\$848,768	\$1,109,736	\$935,927	\$925,920	\$1,045,943
Department Total: 10 - Administration		\$3,684,157	\$4,115,186	\$3,388,311	\$4,294,456	\$4,410,385
EXPENSES Total		\$3,684,157	\$4,115,186	\$3,388,311	\$4,294,456	\$4,410,385
Fund REVENUE Total: 101 - General Fund		\$21,080	\$18,291	\$4,094	\$0	\$2,900
Fund EXPENSE Total: 101 - General Fund		\$3,684,157	\$4,115,186	\$3,388,311	\$4,294,456	\$4,410,385
Fund Total: 101 - General Fund		(\$3,663,076)	(\$4,096,895)	(\$3,384,217)	(\$4,294,456)	(\$4,407,485)
Fund: 213 - Public Art Fund						
REVENUES						
Department: 10 - Administration						
Division: 20 - City Manager						
<i>4600-Charges - Charges for Services</i>						

46520	Program Fees	\$0	\$3,492	\$0	\$0	\$0
<i>Account Classification Total: 4600-Charges - Charges for Services</i>		\$0	\$3,492	\$0	\$0	\$0
Division Total: 20 - City Manager		\$0	\$3,492	\$0	\$0	\$0
Department Total: 10 - Administration		\$0	\$3,492	\$0	\$0	\$0
REVENUES Total		\$0	\$3,492	\$0	\$0	\$0
EXPENSES						
Department: 10 - Administration						
Division: 20 - City Manager						
<i>5100-Persn - Personnel</i>						
51110	Regular Salaries & Wages	\$0	\$562	(\$562)	\$0	\$0
51120	Part-Time Permanent Salaries & Wages	\$53	\$0	\$525	\$0	\$0
51220	FICA/Medicare	\$4	\$0	\$37	\$0	\$0
<i>Account Classification Total: 5100-Persn - Personnel</i>		\$57	\$562	\$0	\$0	\$0
<i>5200-Prof Svcs - Purchased Professional & Technical Services</i>						
52190	Miscellaneous Prof Svcs	\$2,333	\$11,627	\$9,925	\$100,000	\$100,000
<i>Account Classification Total: 5200-Prof Svcs - Purchased Professional & Technical Services</i>		\$2,333	\$11,627	\$9,925	\$100,000	\$100,000
<i>5400-Other Svcs - Other Purchased Services</i>						
54310	Legal Notices & Advertise	\$50	\$0	\$0	\$0	\$0
54410	Printing & Binding	\$115	\$133	\$0	\$0	\$0
54920	Events & Field Trips	\$5,429	\$11,134	\$1,000	\$0	\$0
<i>Account Classification Total: 5400-Other Svcs - Other Purchased Services</i>		\$5,594	\$11,268	\$1,000	\$0	\$0
Division Total: 20 - City Manager		\$7,984	\$23,457	\$10,925	\$100,000	\$100,000
Department Total: 10 - Administration		\$7,984	\$23,457	\$10,925	\$100,000	\$100,000
EXPENSES Total		\$7,984	\$23,457	\$10,925	\$100,000	\$100,000
Fund REVENUE Total: 213 - Public Art Fund		\$0	\$3,492	\$0	\$0	\$0
Fund EXPENSE Total: 213 - Public Art Fund		\$7,984	\$23,457	\$10,925	\$100,000	\$100,000
Fund Total: 213 - Public Art Fund		(\$7,984)	(\$19,966)	(\$10,925)	(\$100,000)	(\$100,000)
Fund: 221 - Grants						
EXPENSES						
Department: 10 - Administration						
Division: 20 - City Manager						
<i>5100-Persn - Personnel</i>						
51110	Regular Salaries & Wages	\$1,353	\$0	\$0	\$0	\$0
51210	PERS Contributions	\$165	\$0	\$0	\$0	\$0
51220	FICA/Medicare	\$96	\$0	\$0	\$0	\$0
51230	Medical Benefits	\$25	\$0	\$0	\$0	\$0
51235	Life & LTD Insurance	\$6	\$0	\$0	\$0	\$0
51237	Allowances & Other Benefits	\$19	\$0	\$0	\$0	\$0
<i>Account Classification Total: 5100-Persn - Personnel</i>		\$1,663	\$0	\$0	\$0	\$0
Division Total: 20 - City Manager		\$1,663	\$0	\$0	\$0	\$0
Department Total: 10 - Administration		\$1,663	\$0	\$0	\$0	\$0
EXPENSES Total		\$1,663	\$0	\$0	\$0	\$0
Fund REVENUE Total: 221 - Grants						
Fund EXPENSE Total: 221 - Grants		\$1,663	\$0	\$0	\$0	\$0
Fund Total: 221 - Grants		(\$1,663)	\$0	\$0	\$0	\$0

Fund: 501 - Integrated Waste Mgmt

EXPENSES

Department: 10 - Administration

Division: 20 - City Manager

5100-Persn - Personnel

51110	Regular Salaries & Wages	\$52,192	\$53,174	\$47,237	\$47,313	\$54,146
51210	PERS Contributions	\$6,374	\$6,962	\$6,054	\$5,643	\$5,712
51211	PERS UAL	\$13,069	\$15,287	\$17,022	\$17,283	\$21,741
51220	FICA/Medicare	\$3,543	\$2,929	\$2,626	\$2,889	\$2,930
51230	Medical Benefits	\$3,474	\$3,511	\$3,860	\$3,898	\$4,170
51235	Life & LTD Insurance	\$538	\$561	\$497	\$412	\$440
51240	Workers Compensation Premiums	\$1,302	\$1,353	\$1,119	\$1,072	\$0
51155	One-Time Payouts	\$14,452	\$0	\$0	\$0	\$0
51237	Allowances & Other Benefits	\$751	\$818	\$0	\$0	\$0
<i>Account Classification Total: 5100-Persn - Personnel</i>		\$95,693	\$84,594	\$78,415	\$78,510	\$89,139
Division Total: 20 - City Manager		\$95,693	\$84,594	\$78,415	\$78,510	\$89,139
Department Total: 10 - Administration		\$95,693	\$84,594	\$78,415	\$78,510	\$89,139
EXPENSES Total		\$95,693	\$84,594	\$78,415	\$78,510	\$89,139
Fund REVENUE Total: 501 - Integrated Waste Mgmt		\$95,693	\$84,594	\$78,415	\$78,510	\$89,139
Fund EXPENSE Total: 501 - Integrated Waste Mgmt		(\$95,693)	(\$84,594)	(\$78,415)	(\$78,510)	(\$89,139)
Fund Total: 501 - Integrated Waste Mgmt						
REVENUE GRAND Totals:		\$21,080	\$21,783	\$4,094	\$0	\$2,900
EXPENSE GRAND Totals:		\$3,789,497	\$4,223,238	\$3,477,651	\$4,472,966	\$4,599,524



SECTION 4:

COMMUNITY DEVELOPMENT DEPARTMENT

The Community Development Department's mission is to deliver services and programs that ensure a safe, livable and resilient built environment that supports a high and equitable quality of life in El Cerrito for all residents, businesses and visitors. The Department achieves this mission through conducting and providing current and advanced planning, building services, neighborhood preservation (code enforcement), affordable housing and economic development programs.

DEPARTMENT OVERVIEW

The Community Development Department serves the community by providing current and advanced Planning, Building, Neighborhood Preservation/Code Enforcement and Affordable Housing services. The Department strives to maintain and enhance the City as a healthy, attractive, and resilient community for all residents, businesses and visitors. To attain these goals, the Department's primary responsibilities are to:

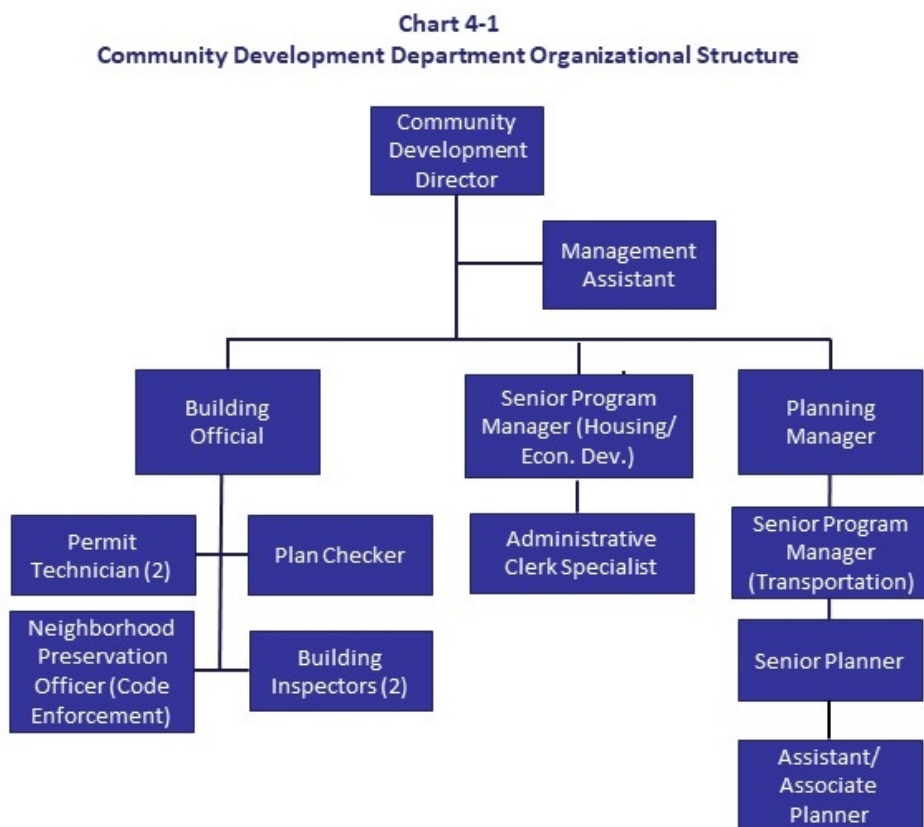
- Implement and help develop the vision of the City Council and residents of El Cerrito through implementing existing plans and policies and leading the ongoing development and implementation of the General Plan, Specific Plans, and other focused and long-range comprehensive planning documents
- Monitor and assure compliance with other regional and State policies
- Ensure the creation and maintenance of an attractive, safe community with a high quality, balanced and appropriate mix of land uses and amenities
- Produce, protect and preserve housing at all income levels across a diversity of household types
- Manage the City's Affordable Housing Trust fund and assist affordable housing developers to secure funds for affordable housing development
- Enhance the existing built environment by supporting and encouraging investment in our homes, neighborhoods, businesses and public places in a safe and efficient manner
- Provide programs that are inclusive and engage, involve and educate the community
- Collaborate with other departments, regional agencies and the private sector to leverage resources and assure that programs and projects are consistent with the City's vision, mission and adopted Plans
- Identify and pursue projects, policies and programs that improve the overall social and economic vitality of El Cerrito
- Provide customer-friendly, responsive, efficient, collaborative and accurate services to all

Organizational Structure

The Community Development Department includes Current and Advanced Planning, Building Services, Affordable Housing, Neighborhood Preservation/Code Enforcement (including the Residential Rental Inspection Program). In FY 2020, the Department took over administration and issuance of Business Licenses and parking permits as well as the newly established Rent Registry program. In Fiscal Year 2022, the Administrative Analyst position was reclassified into a Senior Program Manager position, to reflect that added housing, administrative and economic development work required of the position. Also, in Fiscal Year 22, City Council authorized recruitment of a second Senior Program Manager position to oversee emerging sustainable transportation needs of the City, including developing an on-street paid parking program and management of the City's residential parking permit program, and furthering deployment of electric vehicle charging and shared/micro mobility programs.

The Department's operational budget is largely supported by fees (approximately 70% of its expenses) and strives to obtain grants for special projects and advanced planning that furthers the City's goals. The Department provides staff to the City's Planning Commission, Design Review Board, and Economic Development Committee.

Chart 4-1 shows the organizational structure of the Department:



Position Listing

Table 4-1 shows the position listing for the Department. The listing reflects the reclassification of the Management Analyst to Senior Program Manager - Housing/Economic Development and the addition of the Senior Program Manager - Transportation, both approved in FY 2021-22.

Table 4-1
Community Development Department Position Listing

COMMUNITY DEVELOPMENT DEPARTMENT	FY 2018-19	FY 2019-20	FY 2020-21	FY 2021-22	FY 2022-23
Management Analyst (Economic Dev)	1	1	1	0	0
Management Analyst III (Affordable Housing)	1	1	1	1	0
Management Assistant (All Programs)	1	1	1	1	1
Neighborhood Preservation Officer (Code Enforcement/Residential Rental Inspection)	1	1	1	1	1
Building Inspector I-III	1	2	2	1	1
Building Inspector III	1	0	0	1	1
Building Official	1	1	1	1	1
Building Plan Checker II	1	1	1	1	1
Community Development Director	1	1	1	1	1
Planning Manager	1	1	1	1	1
Permit Technician I-II	1	1	1	1	1
Permit Technician III	1	1	1	1	1
Assistant/Associate Planner	0	1	1	1	1
Senior Planner	2	1	1	1	1
Senior Program Manager (Housing/Econ Dev, Transportation)	0	0	0	0	2
Administrative Clerk Specialist (Parking Permits, Business License, Rent Registry)	0	1	1	1	1
COMMUNITY DEVELOPMENT TOTAL	14	15	15	14	15

FY 2021-2022 HIGHLIGHTS

Advanced production of housing and new business openings through **issuing certificates of occupancy** to El Dorado Townhomes (29 units), Credence (32 units), Mayfair (156 units), Foot Locker/Kids Foot Locker and Harbor Freight and Tools and **completing review and issuing permits** for 1715 Elm Street (14 units), 601 Lexington (6 units), and 23 ADUs. Two additional mixed-use (commercial and residential) projects received their **planning entitlements** at 6501 Fairmount (45 units) and 6115 Potrero (63 units).

Facilitated the opening of the first cannabis business in August 2021 and completed design review and initial building permit review for the second permitted cannabis business, anticipated to open Summer/Fall 2022.

Solicited vendors, entered into contract for, and initiated grant-funded 2023-2031 Housing Element and Soft Story Inventory

Participated in and held numerous public meetings and community engagement activities related to the *Berkeley El Cerrito Corridor Access Plan* (BECCAP) and other pre-entitlement access and planning coordination with the selected development team for El Cerrito Plaza BART project

Secured \$26M Affordable Housing Sustainable Communities (AHSC) grant for development of Mayfair Affordable and continue to seek additional needed funds.

Improved customer service and efficiency by completing roll out of digital portals to modernize and streamline permit and inspection processes facilitating the ability to receive applications for and issue "contactless" permits.

FY 2022-2023 FOCUS

Partner with BRIDGE Affordable Housing to secure remaining funding to develop 67-72 units of affordable housing at Mayfair Station.

Complete underway advanced planning efforts, including the *Housing Element*, *San Pablo Avenue Specific Plan Update*, and *Soft Story Inventory* and initiate and complete the required *Safety Element* and possible *Environmental Justice Element*

Launch business attraction materials and help attract high quality businesses to fill new commercial spaces and partner with existing property owners to also attract high-quality businesses.

Continue integration of software systems to be more cost effective, streamlined and identify delinquent residential rental business licenses and streamline residential rental inspection process.

Partner with BART, BART's development team, and the public to continue public engagement and planning for the development of housing and public spaces at the El Cerrito Plaza BART Transit Oriented Development, including planning for an on-street paid parking program and a possible public library.

Fill staff vacancies and continue accelerated effort to catalog, scan, and destroy paper files in compliance with the City's records retention schedule and to make materials increasingly available digitally.

COMMUNITY DEVELOPMENT DEPARTMENT BUDGET SUMMARY

Community Development Department Expenditures (4010, 4030, 4040,6020)

All Funds	FY 2018-19 Actual	FY 2018-19 Actual	FY 2019-20 Actual	FY 2020-21 Adopted	FY 2021-22 Proposed
General Fund (101)					
Personnel Services	\$1,710,878	\$1,948,501	\$1,764,480	\$1,939,827	\$2,405,256
Purchased Professional & Technical Services	\$733,496	\$484,904	\$640,979	\$1,202,763	\$627,000
Purchased Property Services	\$2,255	\$10,505	\$9,240	\$11,700	\$4,500
Other Purchased Services	\$53,580	\$36,593	\$29,496	\$43,682	\$55,146
Supplies	\$14,037	\$10,763	\$6,756	\$17,709	\$24,727
Property & Capital	\$7,852	\$14,258	\$19,153	\$7,576	\$14,500
Financing Costs	\$0	(\$44)	\$62,567	\$50,000	\$50,000
Total Expenditures	\$2,522,098	\$2,505,481	\$2,532,671	\$3,273,257	\$3,181,129
Grants Fund (221)	FY 2018-19 Actual	FY 2018-19 Actual	FY 2019-20 Actual	FY 2020-21 Adopted	FY 2021-22 Proposed
Purchased Professional & Technical Services	(\$11,073)	\$52,257	\$79,161	\$395,511	\$395,511
Other Purchased Services	\$0	\$38	\$0	\$0	\$0
Supplies	\$846	\$433	\$0	\$0	\$0
Property & Capital	\$0	\$0	\$2,707	\$0	\$0
Total Expenditures	(\$10,227)	\$52,727	\$81,868	\$395,511	\$395,511
Municipal Services (230)	FY 2018-19 Actual	FY 2018-19 Actual	FY 2019-20 Actual	FY 2020-21 Adopted	FY 2021-22 Proposed
Purchased Professional & Technical Services	\$45	\$0	\$0	\$0	\$0
Purchased Property Services	\$1,201	\$549	\$615	\$0	\$0
Other Purchased Services	\$0	\$0	\$774	\$0	\$0
Property & Capital	(\$1,420,347)	\$0	\$352,297	\$0	\$0
Other Financing Uses	\$4,660,000	\$0	\$350,000	\$0	\$0
Total Expenditures	\$3,240,899	\$549	\$703,686	\$0	\$0
City LMI Housing Fund (232)	FY 2018-19 Actual	FY 2018-19 Actual	FY 2019-20 Actual	FY 2020-21 Adopted	FY 2021-22 Proposed
Purchased Professional & Technical Services	\$1,265	\$5,815	\$12,513	\$41,200	\$41,200
Purchased Property Services	\$8,281	\$10,142	\$2,133	\$10,000	\$10,000
Other Purchased Services	\$282	\$281	\$706	\$798	\$798
Supplies	\$846	\$433	\$0	\$1,030	\$1,030
Other Financing Uses	\$0	\$1,210	\$0	\$154,500	\$154,500

Total Expenditures	\$10,675	\$17,881	\$15,353	\$207,528	\$207,528
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Community Development Department Revenues

General Fund (101)	FY 2018-19 Actual	FY 2018-19 Actual	FY 2019-20 Actual	FY 2020-21 Adopted	FY 2021-22 Proposed
Property and Other Taxes	\$1,935	\$2,811	\$480	\$1,500	\$1,500
Licenses & Permits	\$772,364	\$779,670	\$647,135	\$1,132,600	\$887,864
Intergovernmental Revenues	\$0	\$0	\$0	\$0	\$0
Use of Money & Property	\$571	\$140	\$0	\$0	\$0
Charges for Services	\$1,050,428	\$1,008,100	\$1,040,871	\$1,207,500	\$1,022,850
Other Revenue	\$147,465	\$50,250	\$67,785	\$25,000	\$0
Total Revenues	\$1,972,762	\$1,840,971	\$1,756,270	\$2,366,600	\$1,912,214

Grants Fund (221)	FY 2018-19 Actual	FY 2018-19 Actual	FY 2019-20 Actual	FY 2020-21 Adopted	FY 2021-22 Proposed
Intergovernmental Revenues	\$192,666	\$0	\$5,703	\$395,511	\$395,511
Total Revenues	\$192,666	\$0	\$5,703	\$395,511	\$395,511

Municipal Services (230)	FY 2018-19 Actual	FY 2018-19 Actual	FY 2019-20 Actual	FY 2020-21 Adopted	FY 2021-22 Proposed
Use of Money & Property	\$25,054	\$0	\$0	\$0	\$0
Total Revenues	\$25,054	\$0	\$0	\$0	\$0

City LMI Housing Fund (232)	FY 2018-19 Actual	FY 2018-19 Actual	FY 2019-20 Actual	FY 2020-21 Adopted	FY 2021-22 Proposed
Use of Money & Property	\$74,829	\$101,918	\$47,132	\$0	\$0
Other Revenue	\$0	\$0	\$219	\$164,800	\$164,800
Total Revenues	\$74,829	\$101,918	\$47,351	\$164,800	\$164,800

TOTAL DEPARTMENT EXPENDITURES	\$5,763,445	\$2,576,638	\$3,333,577	\$3,876,296	\$3,784,168
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TOTAL DEPARTMENT REVENUES	\$2,265,311	\$1,942,889	\$1,809,324	\$2,926,911	\$2,472,525
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Revenue Assumptions

The following provides general fund revenue assumptions for projections over \$50,000 in the Department's budget. This includes the Economic Development Division (40-10), Planning Division (40-30), and Building Services Division (40-40).

Revenue Assumptions (>\$50k)		
Account	Amount	Description of assumptions
40-10-46520	\$145,000	Program Fees including Rent Registry, Parking Permits, Credit Cards, Cannabis Administration fees
40-10-46930	\$90,000	Business License Admin Fee: Based on historic amount collected. Amount set in the Master Fee Schedule.
40-30-46010	\$125,000	Plan Check fees: Based on actual; conservative. Higher with major projects submitted. Planning receives 20% of Bldg Permit cost as Plan Check fees.
40-30-46520	\$182,000	Development entitlements
40-40-42210	\$750,000	Building Permits: Conservative estimate.
40-40-46010	\$405,000	Plan Check Fees: Conservative estimate.

Major Expenditures

The following table contains general fund major expenditures in the Department with an increase from the previous fiscal year in the amount of \$10,000 or above. This includes the Economic Development Division (40-10), Planning Division (40-30), and Building Services Division (40-40).

Major Expenditures (>\$10k)		
Account	Amount	Description
40-10-52190	\$30,000	Represents technical and specialized support to support economic development, library planning, parking studies and affordable housing. (No change)
40-10-52230	\$28,000	Includes Parking Permit, Rent Registry, Business License database costs.
40-30-52190	\$60,000	Miscellaneous Professional Services, to provide Temporary Staff and specialized professional planning services
40-40-52130	\$155,000	Architect/Engineering support for Plan Check services for smaller projects that exceed in-house capacity.
40-40-52190	\$300,000	Temporary Building Inspectors: Commercial Inspector and Backup Inspector for jobs that are underway and additional volume; temp staff as necessary.
40-40-52230	\$10,000	Other Technical Service: backlog cataloguing and scanning plans to Laserfiche.

COMMUNITY DEVELOPMENT DEPARTMENT BUDGET DETAIL

Account Number	Account Description	FY2018-19 Actual	FY2019-20 Actual	FY2020-21 Actual	FY2021-22 Amended	FY2022-23 Proposed
Fund: 101 - General Fund						
REVENUES						
Department: 40 - Community Development						
Division: 10 - Comm Dev-Econ Developmt						
<i>4600-Charges - Charges for Services</i>						
46520	Program Fees	\$26,022	\$161,724	\$114,119	\$144,200	\$145,000
46930	Business License Admin	\$0	\$0	\$89,589	\$77,250	\$90,000
<i>Account Classification Total: 4600-Charges - Charges for Services</i>		\$26,022	\$161,724	\$203,708	\$221,450	\$235,000
<i>4800-Oth Revenu - Other Revenue</i>						
48010	Real Property Sales	\$78,170	\$0	\$0	\$0	\$0
48990	Other Misc Revenue	\$0	\$0	\$101,200	\$0	\$0
<i>Account Classification Total: 4800-Oth Revenu - Other Revenue</i>		\$78,170	\$0	\$101,200	\$0	\$0
Division Total: 10 - Comm Dev-Econ Developmt		\$104,192	\$161,724	\$304,908	\$221,450	\$235,000
Division: 30 - Comm Dev-Planning						
<i>4600-Charges - Charges for Services</i>						
46010	Plan Check Fees	\$118,058	\$102,982	\$151,308	\$120,000	\$124,800
46520	Program Fees	\$318,445	\$186,070	\$267,682	\$175,000	\$182,000
<i>Account Classification Total: 4600-Charges - Charges for Services</i>		\$436,504	\$289,052	\$418,990	\$295,000	\$306,800
<i>4800-Oth Revenu - Other Revenue</i>						
48990	Other Misc Revenue	\$68,684	\$50,250	(\$33,415)	\$25,000	\$0
<i>Account Classification Total: 4800-Oth Revenu - Other Revenue</i>		\$68,684	\$50,250	(\$33,415)	\$25,000	\$0
Division Total: 30 - Comm Dev-Planning		\$505,188	\$339,302	\$385,575	\$320,000	\$306,800
Division: 40 - Comm Dev-Building Svcs						
<i>4000-Taxes - Property and Other Taxes</i>						
40910	Construction Tax	\$1,935	\$2,811	\$480	\$1,500	\$1,500
<i>Account Classification Total: 4000-Taxes - Property and Other Taxes</i>		\$1,935	\$2,811	\$480	\$1,500	\$1,500
<i>4200-Lic & Perm - Licenses & Permits</i>						
42210	Building Permits	\$648,923	\$635,150	\$524,233	\$1,000,000	\$750,000
42220	Building Issuance Fee	\$54,641	\$37,808	\$39,902	\$40,800	\$42,432
42230	Electrical Permits	\$32,958	\$44,242	\$43,529	\$40,800	\$42,432
42240	Mechanical Permits	\$23,212	\$32,325	\$26,882	\$25,500	\$26,500
42260	Plumbing Permits	\$12,630	\$30,145	\$12,588	\$25,500	\$26,500
<i>Account Classification Total: 4200-Lic & Perm - Licenses & Permits</i>		\$772,364	\$779,670	\$647,135	\$1,132,600	\$887,864
<i>4500-Intergov'l - Intergovernmental Revenues</i>						
45790	Other Local Reimbursement	\$571	\$140	\$0	\$0	\$0
<i>Account Classification Total: 4500-Intergov'l - Intergovernmental Revenues</i>		\$571	\$140	\$0	\$0	\$0
<i>4600-Charges - Charges for Services</i>						
46010	Plan Check Fees	\$518,212	\$429,407	\$337,954	\$625,000	\$405,000
46040	Rental Inspection Fees	\$36,623	\$70,500	\$774	\$35,250	\$35,250
46190	Other Planning/Insp Fees	\$10,272	\$11,586	\$18,142	\$10,000	\$15,000
46520	Program Fees	\$1,200	\$300	\$26,689	\$800	\$800
46920	Document Imaging Fee	\$21,596	\$45,532	\$34,614	\$20,000	\$25,000

Account Classification Total: 4600-Charges - Charges for Services
4800-Oth Revenu - Other Revenue

48990 Other Misc Revenue

Account Classification Total: 4800-Oth Revenu - Other Revenue

Division Total: 40 - Comm Dev-Building Svcs

Department Total: 40 - Community Development

REVENUES Total

EXPENSES

Department: 40 - Community Development

Division: 10 - Comm Dev-Econ Developmt

5100-Persn - Personnel

51110	Regular Salaries & Wages	\$192,208	\$233,034	\$226,441	\$236,782	\$257,159
51120	Part-Time Permanent Salaries & Wages	\$1,020	\$0	\$0	\$0	\$0
51200	PARS Contribution	\$17	\$31	\$0	\$0	\$0
51210	PERS Contributions	\$22,461	\$27,182	\$27,596	\$27,401	\$27,738
51211	PERS UAL	\$38,694	\$47,170	\$52,525	\$63,302	\$67,088
51220	FICA/Medicare	\$13,249	\$15,689	\$16,777	\$17,527	\$21,406
51230	Medical Benefits	\$29,935	\$33,816	\$38,367	\$28,983	\$31,011
51235	Life & LTD Insurance	\$2,197	\$2,642	\$4,585	\$2,079	\$2,141
51240	Workers Compensation Premiums	\$15,435	\$16,044	\$11,749	\$11,575	\$21,828
51140	Overtime Pay	\$126	\$205	\$59	\$0	\$0
51150	Special Pay	\$260	\$260	\$270	\$260	\$260
51237	Allowances & Other Benefits	\$5,850	\$4,725	\$0	\$0	\$0

Account Classification Total: 5100-Persn - Personnel

5200-Prof Svcs - Purchased Professional & Technical Services

52120	Legal & Financial Svcs	\$12,397	\$0	\$165	\$2,000	\$2,000
52190	Miscellaneous Prof Svcs	\$50,746	\$36,634	\$10,281	\$20,000	\$30,000
52230	Other Technical Services	\$53,320	\$6,045	\$20,650	\$35,000	\$28,000

Account Classification Total: 5200-Prof Svcs - Purchased Professional & Technical Services

5400-Other Svcs - Other Purchased Services

54210	Telephone Expenses	\$410	\$1,992	\$392	\$525	\$1,000
54220	Mobile/Wireless Expenses	\$2,774	\$3,811	\$1,515	\$1,441	\$2,000
54240	Software Licenses & Maintenance	\$300	\$600	\$0	\$0	\$0
54310	Legal Notices & Advertise	\$1,301	\$0	\$0	\$0	\$0
54410	Printing & Binding	\$122	\$589	\$1,264	\$1,000	\$1,000
54610	Travel & Training	\$5,557	\$1,986	\$607	\$4,500	\$6,000
54910	Dues & Subscriptions	\$8,485	\$1,737	\$1,425	\$3,000	\$3,000
54920	Events & Field Trips	\$6,266	\$3,118	\$415	\$2,500	\$2,500

Account Classification Total: 5400-Other Svcs - Other Purchased Services

5500-Supplies - Supplies

55110	General Office Supplies	\$318	\$150	\$248	\$482	\$482
55120	Postage & Delivery	\$187	\$457	\$1,158	\$772	\$2,000
55130	Photocopying Charges	\$0	\$0	\$750	\$473	\$900
55220	Safety Supplies	\$0	\$480	\$0	\$0	\$0
55240	Clothing & Uniform Supply	\$0	\$574	\$0	\$237	\$600
55290	Other Operating Supplies	\$0	\$786	\$106	\$0	\$0

Account Classification Total: 5500-Supplies - Supplies

5600-Prop & Cap - Property & Capital

56410	Office Equipment <\$10K	\$2,235	\$3,881	\$4,941	\$2,576	\$6,000
<i>Account Classification Total: 5600-Prop & Cap - Property & Capital</i>		\$2,235	\$3,881	\$4,941	\$2,576	\$6,000
Division Total: 10 - Comm Dev-Econ Developmt		\$465,870	\$443,638	\$422,287	\$462,415	\$514,113

Division: 30 - Comm Dev-Planning

5100-Persn - Personnel

51110	Regular Salaries & Wages	\$264,888	\$284,896	\$285,897	\$307,239	\$374,725
51210	PERS Contributions	\$25,813	\$29,157	\$29,598	\$38,290	\$38,761
51211	PERS UAL	\$79,341	\$82,111	\$91,433	\$87,049	\$116,784
51220	FICA/Medicare	\$19,223	\$20,113	\$20,293	\$25,248	\$28,666
51230	Medical Benefits	\$69,507	\$65,211	\$73,918	\$81,374	\$87,070
51235	Life & LTD Insurance	\$2,994	\$3,301	\$3,245	\$2,772	\$2,855
51240	Workers Compensation Premiums	\$17,852	\$18,557	\$11,539	\$15,648	\$21,828
51140	Overtime Pay	\$564	\$914	\$118	\$0	\$0
51150	Special Pay	\$520	\$520	\$540	\$520	\$520
51155	One-Time Payouts	\$9,026	\$7,993	\$0	\$0	\$0
51237	Allowances & Other Benefits	\$5,550	\$3,938	\$0	\$0	\$0
<i>Account Classification Total: 5100-Persn - Personnel</i>		\$495,277	\$516,711	\$516,581	\$558,140	\$671,209

5200-Prof Svcs - Purchased Professional & Technical Services

52190	Miscellaneous Prof Svcs	\$125,510	\$24,070	\$7,063	\$46,242	\$60,000
52190.1	Temp Staff in City Hall	\$0	\$45,000	\$0	\$40,000	\$0
52230	Other Technical Services	\$0	\$0	\$0	\$0	\$25,000
52240	Miscellaneous Services	\$0	\$0	\$0	\$2,000	\$2,000
<i>Account Classification Total: 5200-Prof Svcs - Purchased Professional & Technical Services</i>		\$125,510	\$69,070	\$7,063	\$88,242	\$87,000

5400-Other Svcs - Other Purchased Services

54210	Telephone Expenses	\$827	\$824	\$796	\$1,051	\$1,051
54220	Mobile/Wireless Expenses	\$905	\$720	\$1,080	\$0	\$0
54240	Software Licenses & Maintenance	\$136	\$750	\$0	\$298	\$298
54310	Legal Notices & Advertise	\$8,837	\$6,018	\$4,061	\$6,180	\$6,180
54410	Printing & Binding	\$392	\$128	\$618	\$2,060	\$2,060
54610	Travel & Training	\$1,787	\$580	\$610	\$4,500	\$4,500
54910	Dues & Subscriptions	\$1,287	\$1,330	\$1,352	\$1,766	\$1,766
54920	Events & Field Trips	\$54	\$0	\$0	\$0	\$0
<i>Account Classification Total: 5400-Other Svcs - Other Purchased Services</i>		\$14,225	\$10,351	\$8,518	\$15,855	\$15,855

5500-Supplies - Supplies

55110	General Office Supplies	\$175	\$0	\$0	\$473	\$473
55120	Postage & Delivery	\$2,092	\$1,371	\$1,514	\$1,893	\$1,893
55130	Photocopying Charges	\$3,947	\$1,685	\$0	\$5,678	\$5,678
55290	Other Operating Supplies	\$222	\$98	\$0	\$0	\$0
<i>Account Classification Total: 5500-Supplies - Supplies</i>		\$6,436	\$3,154	\$1,514	\$8,044	\$8,044

5600-Prop & Cap - Property & Capital

56410	Office Equipment <\$10K	\$0	\$2,202	\$3,272	\$2,500	\$3,500
<i>Account Classification Total: 5600-Prop & Cap - Property & Capital</i>		\$0	\$2,202	\$3,272	\$2,500	\$3,500
Division Total: 30 - Comm Dev-Planning		\$641,447	\$601,487	\$536,947	\$672,781	\$785,608

Division: 40 - Comm Dev-Building Svcs

5100-Persn - Personnel

51110	Regular Salaries & Wages	\$538,628	\$637,263	\$461,657	\$611,399	\$824,423
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51210	PERS Contributions	\$54,563	\$62,016	\$50,514	\$63,685	\$64,468
51211	PERS UAL	\$87,885	\$103,949	\$115,750	\$77,843	\$147,843
51220	FICA/Medicare	\$39,133	\$44,439	\$38,469	\$52,640	\$64,693
51230	Medical Benefits	\$110,980	\$137,495	\$128,090	\$145,795	\$156,000
51235	Life & LTD Insurance	\$6,155	\$14,785	\$5,892	\$5,720	\$5,891
51240	Workers Compensation Premiums	\$41,376	\$42,913	\$33,566	\$32,796	\$38,198
51140	Overtime Pay	\$935	\$3,674	\$3,485	\$2,080	\$2,080
51142	Straight OT	\$0	\$0	\$43	\$0	\$0
51150	Special Pay	\$770	\$520	\$540	\$1,820	\$1,820
51155	One-Time Payouts	\$8,172	\$0	\$24,428	\$0	\$0
51237	Allowances & Other Benefits	\$5,550	\$3,938	\$0	\$0	\$0
51242	Workers Compensation Pay (In Lieu of Salary)	\$0	\$0	\$7,096	\$0	\$0
<i>Account Classification Total: 5100-Persn - Personnel</i>		\$894,148	\$1,050,991	\$869,530	\$993,778	\$1,305,416
<i>5200-Prof Svcs - Purchased Professional & Technical Services</i>						
52130	Architect/Engineering Svc	\$146,437	\$3,510	\$188	\$0	\$155,000
52130.1	Small Projects	\$0	\$16,947	\$33,803	\$80,000	\$0
52130.2	Major Projects	\$0	\$113,107	\$6,687	\$150,000	\$0
52130.4	Solar Plan Review	\$0	\$5,482	\$22,017	\$182,000	\$0
52190	Miscellaneous Prof Svcs	\$322,285	(\$36,007)	\$1,268	\$445,521	\$300,000
52190.1	Temp Staff in City Hall	\$0	\$93,143	\$313,209	\$125,000	\$0
52190.2	Temp Inspector	\$0	\$108,570	\$179,857	\$65,000	\$0
52190.3	Temp Code Enforcement	\$0	\$48,315	\$0	\$0	\$0
52190.4	Misc Administrative Assistance	\$0	\$0	\$40,376	\$0	\$0
52230	Other Technical Services	\$5,552	\$0	\$0	\$10,000	\$25,000
52240	Miscellaneous Services	\$17,249	\$20,089	\$5,416	\$0	\$0
<i>Account Classification Total: 5200-Prof Svcs - Purchased Professional & Technical Services</i>		\$491,523	\$373,155	\$602,820	\$1,057,521	\$480,000
<i>5300-Prop Svcs - Purchased Property Services</i>						
53250	Vehicle & Equip Maint Svc	\$2,255	\$10,505	\$9,240	\$3,000	\$4,500
53320	Vehicle & Equipment Lease	\$0	\$0	\$0	\$8,700	\$0
<i>Account Classification Total: 5300-Prop Svcs - Purchased Property Services</i>		\$2,255	\$10,505	\$9,240	\$11,700	\$4,500
<i>5400-Other Svcs - Other Purchased Services</i>						
54210	Telephone Expenses	\$1,446	\$1,439	\$2,167	\$1,225	\$4,000
54220	Mobile/Wireless Expenses	\$2,030	\$720	\$310	\$830	\$1,000
54230	Internet Services	\$825	\$0	\$0	\$1,448	\$1,448
54240	Software Licenses & Maintenance	\$556	\$1,650	\$8,470	\$745	\$2,000
54310	Legal Notices & Advertise	\$0	\$324	\$0	\$0	\$0
54410	Printing & Binding	\$247	\$256	\$180	\$500	\$500
54610	Travel & Training	\$7,663	\$5,243	\$1,365	\$7,210	\$10,000
54910	Dues & Subscriptions	\$640	\$725	\$342	\$1,060	\$3,000
54920	Events & Field Trips	\$713	\$0	\$0	\$0	\$0
54990	Other Administrative Svcs	\$0	\$2,052	\$2,527	\$1,843	\$1,843
<i>Account Classification Total: 5400-Other Svcs - Other Purchased Services</i>		\$14,120	\$12,409	\$15,360	\$14,861	\$23,791
<i>5500-Supplies - Supplies</i>						
55110	General Office Supplies	\$115	\$53	\$18	\$1,419	\$1,419
55120	Postage & Delivery	\$717	\$379	\$252	\$946	\$946
55130	Photocopying Charges	\$1,981	\$970	\$0	\$2,366	\$2,366
55210	Fuel	\$2,084	\$2,078	\$2,207	\$1,930	\$1,930

55220	Safety Supplies	\$774	\$331	\$0	\$331	\$331
55240	Clothing & Uniform Supply	\$130	\$29	\$194	\$709	\$709
55250	Vehicle & Equip Supplies	\$18	\$137	\$0	\$0	\$0
55290	Other Operating Supplies	\$1,027	\$971	\$310	\$0	\$5,000
55520	Building Supplies	\$251	\$216	\$0	\$0	\$0
<i>Account Classification Total: 5500-Supplies - Supplies</i>		\$7,097	\$5,164	\$2,980	\$7,701	\$12,701
<i>5600-Prop & Cap - Property & Capital</i>						
56410	Office Equipment <\$10K	\$5,616	\$8,175	\$10,940	\$2,500	\$5,000
<i>Account Classification Total: 5600-Prop & Cap - Property & Capital</i>		\$5,616	\$8,175	\$10,940	\$2,500	\$5,000
<i>5800-Financing - Financing Costs</i>						
58250	Cash Over/Short	\$0	(\$44)	(\$430)	\$0	\$0
58920	Bank & Credit Card Fees	\$0	\$0	\$62,997	\$50,000	\$50,000
<i>Account Classification Total: 5800-Financing - Financing Costs</i>		\$0	(\$44)	\$62,567	\$50,000	\$50,000
Division Total: 40 - Comm Dev-Building Svcs		\$1,414,759	\$1,460,355	\$1,573,437	\$2,138,061	\$1,881,408
Department Total: 40 - Community Development		\$2,522,076	\$2,505,481	\$2,532,671	\$3,273,257	\$3,181,129
Department: 60 - Economic Development						
Division: 20 - Economic Development						
<i>5400-Other Svcs - Other Purchased Services</i>						
54920	Events & Field Trips	\$22	\$0	\$0	\$0	\$0
<i>Account Classification Total: 5400-Other Svcs - Other Purchased Services</i>		\$22	\$0	\$0	\$0	\$0
Division Total: 20 - Economic Development		\$22	\$0	\$0	\$0	\$0
Department Total: 60 - Economic Development		\$22	\$0	\$0	\$0	\$0
EXPENSES Total		\$2,522,098	\$2,505,481	\$2,532,671	\$3,273,257	\$3,181,129
Fund REVENUE Total: 101 - General Fund		\$1,972,762	\$1,840,971	\$1,756,270	\$2,366,600	\$1,912,214
Fund EXPENSE Total: 101 - General Fund		\$2,522,098	\$2,505,481	\$2,532,671	\$3,273,257	\$3,181,129
Fund Total: 101 - General Fund		(\$549,336)	(\$664,509)	(\$776,401)	(\$906,657)	(\$1,268,915)
Fund: 221 - Grants						
REVENUES						
Department: 40 - Community Development						
Division: 10 - Comm Dev-Econ Developmt						
<i>4500-Intergov'l - Intergovernmental Revenues</i>						
45440	State Grant-Operating	\$62,108	\$0	\$5,703	\$0	\$0
45790	Other Local Reimbursement	\$130,558	\$0	\$0	\$395,511	\$395,511
<i>Account Classification Total: 4500-Intergov'l - Intergovernmental Revenues</i>		\$192,666	\$0	\$5,703	\$395,511	\$395,511
Division Total: 10 - Comm Dev-Econ Developmt		\$192,666	\$0	\$5,703	\$395,511	\$395,511
Department Total: 40 - Community Development		\$192,666	\$0	\$5,703	\$395,511	\$395,511
REVENUES Total		\$192,666	\$0	\$5,703	\$395,511	\$395,511
EXPENSES						
Department: 40 - Community Development						
Division: 10 - Comm Dev-Econ Developmt						
<i>5200-Prof Svcs - Purchased Professional & Technical Services</i>						
52190	Miscellaneous Prof Svcs	(\$11,073)	\$52,257	\$5,880	\$395,511	\$395,511
<i>Account Classification Total: 5200-Prof Svcs - Purchased Professional & Technical Services</i>		(\$11,073)	\$52,257	\$5,880	\$395,511	\$395,511
<i>5400-Other Svcs - Other Purchased Services</i>						
54210	Telephone Expenses	\$0	\$38	\$0	\$0	\$0
<i>Account Classification Total: 5400-Other Svcs - Other Purchased Services</i>		\$0	\$38	\$0	\$0	\$0

5500-Supplies - Supplies

55130 Photocopying Charges

\$846 \$433 \$0 \$0 \$0

Account Classification Total: 5500-Supplies - Supplies

\$846 \$433 \$0 \$0 \$0

5600-Prop & Cap - Property & Capital

56410 Office Equipment <\$10K

\$0 \$0 \$2,707 \$0 \$0

Account Classification Total: 5600-Prop & Cap - Property & Capital

\$0 \$0 \$2,707 \$0 \$0

Division Total: 10 - Comm Dev-Econ Developmt

(\$10,227) \$52,727 \$8,587 \$395,511 \$395,511

Division: 30 - Comm Dev-Planning

5200-Prof Svcs - Purchased Professional & Technical Services

52190 Miscellaneous Prof Svcs

\$0 \$0 \$73,281 \$0 \$0

Account Classification Total: 5200-Prof Svcs - Purchased Professional & Technical Services

\$0 \$0 \$73,281 \$0 \$0

Division Total: 30 - Comm Dev-Planning

\$0 \$0 \$73,281 \$0 \$0

Department Total: 40 - Community Development

(\$10,227) \$52,727 \$81,868 \$395,511 \$395,511

EXPENSES Total

(\$10,227) \$52,727 \$81,868 \$395,511 \$395,511

Fund REVENUE Total: 221 - Grants

\$192,666 \$0 \$5,703 \$395,511 \$395,511

Fund EXPENSE Total: 221 - Grants

(\$10,227) \$52,727 \$81,868 \$395,511 \$395,511

Fund Total: 221 - Grants

\$202,893 (\$52,727) (\$76,165) \$0 \$0

Fund: 230 - Municipal Services Corp

REVENUES

Department: 60 - Economic Development

Division: 20 - Economic Development

4400-Use of Prp - Use of Money and Property

44210 Property Leases

\$25,054 \$0 \$0 \$0 \$0

Account Classification Total: 4400-Use of Prp - Use of Money and Property

\$25,054 \$0 \$0 \$0 \$0

Division Total: 20 - Economic Development

\$25,054 \$0 \$0 \$0 \$0

Department Total: 60 - Economic Development

\$25,054 \$0 \$0 \$0 \$0

REVENUES Total

\$25,054 \$0 \$0 \$0 \$0

EXPENSES

Department: 40 - Community Development

Division: 10 - Comm Dev-Econ Developmt

5400-Other Svcs - Other Purchased Services

54310 Legal Notices & Advertise

\$0 \$0 \$774 \$0 \$0

Account Classification Total: 5400-Other Svcs - Other Purchased Services

\$0 \$0 \$774 \$0 \$0

Division Total: 10 - Comm Dev-Econ Developmt

\$0 \$0 \$774 \$0 \$0

Department Total: 40 - Community Development

\$0 \$0 \$774 \$0 \$0

Department: 60 - Economic Development

Division: 20 - Economic Development

5200-Prof Svcs - Purchased Professional & Technical Services

52120 Legal & Financial Svcs

\$45 \$0 \$0 \$0 \$0

Account Classification Total: 5200-Prof Svcs - Purchased Professional & Technical Services

\$45 \$0 \$0 \$0 \$0

5300-Prop Svcs - Purchased Property Services

53990 Other Property Services

\$1,201 \$549 \$615 \$0 \$0

Account Classification Total: 5300-Prop Svcs - Purchased Property Services

\$1,201 \$549 \$615 \$0 \$0

5600-Prop & Cap - Property & Capital

56920 Loss on Land Held for Redevelopment

(\$1,420,347) \$0 \$352,297 \$0 \$0

Account Classification Total: 5600-Prop & Cap - Property & Capital
5900-Oth Financ - Other Financing Uses

59300 Extraordinary Gain/(Loss)

Account Classification Total: 5900-Oth Financ - Other Financing Uses

Division Total: 20 - Economic Development

Department Total: 60 - Economic Development

EXPENSES Total

Fund REVENUE Total: 230 - Municipal Services Corp

Fund EXPENSE Total: 230 - Municipal Services Corp

Fund Total: 230 - Municipal Services Corp

Fund: 232 - City LMI Housing Fund

REVENUES

Department: 40 - Community Development

Division: 10 - Comm Dev-Econ Developmt

4400-Use of Prp - Use of Money and Property

44010 Interest Income

Account Classification Total: 4400-Use of Prp - Use of Money and Property

4800-Oth Revenu - Other Revenue

48990 Other Misc Revenue

Account Classification Total: 4800-Oth Revenu - Other Revenue

Division Total: 10 - Comm Dev-Econ Developmt

Department Total: 40 - Community Development

REVENUES Total

EXPENSES

Department: 40 - Community Development

Division: 10 - Comm Dev-Econ Developmt

5200-Prof Svcs - Purchased Professional & Technical Services

52120 Legal & Financial Svcs

52190 Miscellaneous Prof Svcs

Account Classification Total: 5200-Prof Svcs - Purchased Professional & Technical Services

5300-Prop Svcs - Purchased Property Services

53111 Utilities-Water & Sewer

53990 Other Property Services

Account Classification Total: 5300-Prop Svcs - Purchased Property Services

5400-Other Svcs - Other Purchased Services

54210 Telephone Expenses

54220 Mobile/Wireless Expenses

54310 Legal Notices & Advertise

Account Classification Total: 5400-Other Svcs - Other Purchased Services

5500-Supplies - Supplies

55130 Photocopying Charges

Account Classification Total: 5500-Supplies - Supplies

5900-Oth Financ - Other Financing Uses

59110 Loans & Grants

Account Classification Total: 5900-Oth Financ - Other Financing Uses

Division Total: 10 - Comm Dev-Econ Developmt

(\$1,420,347)	\$0	\$352,297	\$0	\$0
\$4,660,000	\$0	\$350,000	\$0	\$0
\$4,660,000	\$0	\$350,000	\$0	\$0
\$3,240,899	\$549	\$702,912	\$0	\$0
\$3,240,899	\$549	\$702,912	\$0	\$0
\$3,240,899	\$549	\$703,686	\$0	\$0
\$25,054	\$0	\$0	\$0	\$0
\$3,240,899	\$549	\$703,686	\$0	\$0
(\$3,215,844)	(\$549)	(\$703,686)	\$0	\$0
\$74,829	\$101,918	\$47,132	\$0	\$0
\$74,829	\$101,918	\$47,132	\$0	\$0
\$0	\$0	\$219	\$164,800	\$164,800
\$0	\$0	\$219	\$164,800	\$164,800
\$74,829	\$101,918	\$47,351	\$164,800	\$164,800
\$74,829	\$101,918	\$47,351	\$164,800	\$164,800
\$74,829	\$101,918	\$47,351	\$164,800	\$164,800
\$908	\$3,355	\$523	\$25,750	\$25,750
\$358	\$2,460	\$11,991	\$15,450	\$15,450
\$1,265	\$5,815	\$12,513	\$41,200	\$41,200
\$8,281	\$10,112	\$2,133	\$10,000	\$10,000
\$0	\$1	\$0	\$0	\$0
\$8,281	\$10,113	\$2,133	\$10,000	\$10,000
(\$4)	\$0	\$0	\$515	\$515
\$1	\$0	\$0	\$0	\$0
\$0	\$0	\$413	\$0	\$0
(\$4)	\$0	\$413	\$515	\$515
\$846	\$433	\$0	\$1,030	\$1,030
\$846	\$433	\$0	\$1,030	\$1,030
\$0	\$1,210	\$0	\$154,500	\$154,500
\$0	\$1,210	\$0	\$154,500	\$154,500
\$10,389	\$17,571	\$15,059	\$207,245	\$207,245

Department Total: 40 - Community Development

Department: 60 - Economic Development

Division: 20 - Economic Development

5300-Prop Svcs - Purchased Property Services

53220 Sign & Signal Maint Svc

Account Classification Total: 5300-Prop Svcs - Purchased Property Services

5400-Other Svcs - Other Purchased Services

54210 Telephone Expenses

Account Classification Total: 5400-Other Svcs - Other Purchased Services

Division Total: 20 - Economic Development

Department Total: 60 - Economic Development

EXPENSES Total

Fund REVENUE Total: 232 - City LMI Housing Fund

Fund EXPENSE Total: 232 - City LMI Housing Fund

Fund Total: 232 - City LMI Housing Fund

REVENUE GRAND Totals:

EXPENSE GRAND Totals:

\$10,389	\$17,571	\$15,059	\$207,245	\$207,245
\$0	\$29	\$0	\$0	\$0
\$0	\$29	\$0	\$0	\$0
\$286	\$281	\$294	\$283	\$283
\$286	\$281	\$294	\$283	\$283
\$286	\$310	\$294	\$283	\$283
\$286	\$310	\$294	\$283	\$283
\$10,675	\$17,881	\$15,353	\$207,528	\$207,528
\$74,829	\$101,918	\$47,351	\$164,800	\$164,800
\$10,675	\$17,881	\$15,353	\$207,528	\$207,528
\$64,154	\$84,037	\$31,998	(\$42,728)	(\$42,728)
\$2,265,311	\$1,942,889	\$1,809,324	\$2,926,911	\$2,472,525
\$5,763,445	\$2,576,638	\$3,333,577	\$3,876,296	\$3,784,168



SECTION 5:

FINANCE DEPARTMENT

The mission of the Finance Department is to support the financial and fiscal sustainability of the City, its agencies and corporations; and to ensure their activities are performed, recorded and presented in compliance with professional and ethical standards.

DEPARTMENT OVERVIEW

The Finance Department administers the financial affairs of the City, with particular focus on the following functions and activities:

Budget and Treasury

- Compiles and produces external documents, e.g. the Annual Budget, the Annual Capital Improvement Budget, and the Annual Financial Report
- Compiles data and statistics, and develops financial analysis and revenue forecasts
- Leads the City's budgeting and financial planning activities
- Manages cash flow, investments and the issuance and maintenance of outstanding debt
- Ensures that the City's various assessments and taxes are appropriately placed on the County's property tax bill
- Coordinates the annual update of the City's Master Fee Schedule
- Records and accounts for all receipts and disbursements of cash in all City bank accounts
- Administers fiscal controls and policies

Accounting

- Responsible for the internal control auditing functions of the City, its agencies and corporations
- Manages general accounting, payroll preparation and reporting, accounts payable and receivable functions, financial analysis, special grants and funds accounting
- Administers and controls the City's financial management information systems
- Administers internal and external financial information reporting
- Prepares periodic and annual comprehensive financial reports for the City, its agencies and corporations, and the annual State Controller Reports

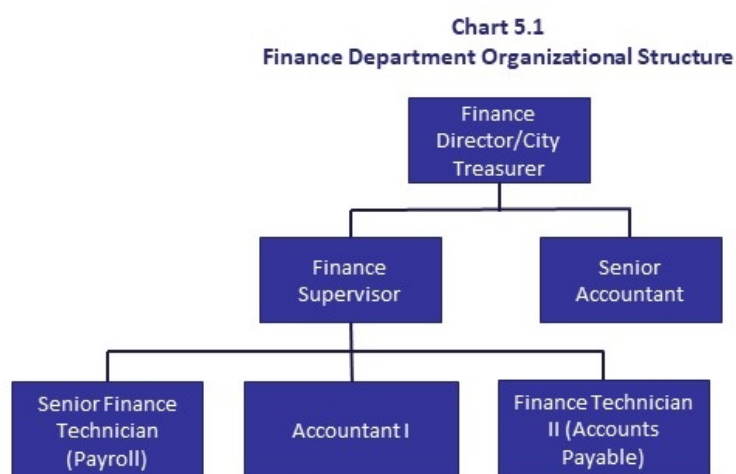
Municipal Services

- Responds to requests for financial information from state and local agencies and provides general customer service support
- Assists departments that manage, the purchase, lease, or disposition and development of real property assets of the City, its agencies and corporations to maximize both ongoing and one-time revenue
- Provides staff support to the City's Financial Advisory Board (FAB)

- Assists the El Cerrito Redevelopment Agency Successor Agency, providing staff support to its governing board, managing its Recognized Obligation Payment Schedule process
- Serves as the fiduciary agent for the El Cerrito Municipal Services Corporation, including revenue collection; disbursements for its projects, programs, and grant making; property management; and performance of its obligations under the Cooperation Agreement with the former Redevelopment Agency and performance deeds of trust on properties acquired from the former Redevelopment Agency
- Manages special projects such as tax elections, deployment of OpenGov, legislative review, sales tax audits, and internal control/agreed upon procedures audits, and cost allocation

Organizational Structure

The Finance Department's organizational structure is shown on **Chart 5-1**. A Finance Technician position is proposed to be updated to an Accountant I position to provide increased support to the Department:



Position Listing

Table 5-1 shows the position listing for the Department.

Table 5-1
Finance Department Position Listing

FINANCE DEPARTMENT	FY 2018-19	FY 2019-20	FY 2020-21	FY 2021-22	FY 2022-23
Finance Director/City Treasurer	1	1	1	1	1
Accounting Supervisor	1	1	1	0	0
Finance Supervisor	0	0	0	1	1
Accountant II/Mgt. Analyst III	1	1	1	0	0
Senior Accountant	0	0	0	1	1
Account Clerk/Clerk Technician	3	3	3	0	0
Finance Technician	0	0	0	2	2
Senior Finance Technician	0	0	0	1	1
FINANCE DEPARTMENT TOTAL	6	6	6	6	6

FY 2021-2022 HIGHLIGHTS

Issued a Tax Revenue Anticipation Note (TRAN) to fund cash flow needs.

Completed the Annual Comprehensive Financial Report (ACFR) and, through fiscal discipline, achieved a clean audit with a positive General Fund balance, and which no longer carries a "going concern" designation.

Recruited, hired, and onboarded a new Finance Director/City Treasurer

Successfully provided services despite depleted Finance staffing, remote work, furloughs, and COVID-19 impacts through use of consulting services and staff taking on additional challenges.

Met all reporting, disclosure, and payroll deadlines.

FY 2022-2023 FOCUS

Ensure cash flow needs are met throughout the year.

Provide the City Council with timely Financial Reports.

Complete State and external audit requirements

FINANCE DEPARTMENT BUDGET SUMMARY

Finance Department Expenditures (1050)

	FY 2018-19 Actual	FY 2019-20 Actual	FY 2020-21 Actual	FY 2021-22 Amended	FY 2022-23 Proposed
All Funds					
General Fund (101)					
Personnel Services	\$950,737	\$1,038,499	\$939,272	\$1,023,208	\$1,088,396
Purchased Professional & Technical Services	\$407,654	\$389,775	\$301,034	\$355,000	\$385,000
Other Purchased Services	\$14,463	\$20,089	\$6,275	\$41,039	\$41,039
Supplies	\$10,514	\$8,708	\$6,189	\$9,462	\$9,462
Property & Capital	\$2,325	\$2,352	\$2,330	\$5,000	\$5,000
Financing Costs	\$189,771	\$209,872	\$40,714	\$50,000	\$50,000
Other Financing Uses	\$666,434	\$669,865	\$0	\$0	\$0
Total Expenditures	\$2,241,898	\$2,339,161	\$1,295,815	\$1,483,709	\$1,578,897
Measure A Parcel Tax Fund (206)	FY 2018-19 Actual	FY 2019-20 Actual	FY 2020-21 Actual	FY 2021-22 Amended	FY 2022-23 Proposed
Purchased Professional & Technical Services	\$12,000	\$5,204	\$0	\$0	\$0
Other Financing Uses	\$411,730	\$411,730	\$187,014	\$0	\$0
Total Expenditures	\$423,730	\$416,934	\$187,014	\$0	\$0
Street Improvement & Maintenance (211)	FY 2018-19 Actual	FY 2019-20 Actual	FY 2020-21 Actual	FY 2021-22 Amended	FY 2022-23 Proposed
Purchased Professional & Technical Services	\$1,325	\$1,450	\$1,225	\$1,600	\$5,000
Other Financing Uses	\$704,400	\$702,900	\$706,300	\$706,300	\$702,100
Total Expenditures	\$705,725	\$704,350	\$707,525	\$707,900	\$707,100
Pension Trust Sect 401-A (701)	FY 2018-19 Actual	FY 2019-20 Actual	FY 2020-21 Actual	FY 2021-22 Amended	FY 2022-23 Proposed
Purchased Professional & Technical Services	\$0	\$0	\$0	\$0	\$0
Other Financing Uses	\$85,774	\$89,205	\$89,205	\$85,000	\$85,000
Total Expenditures	\$85,774	\$89,205	\$89,205	\$85,000	\$85,000
Finance Authority Debt Service Fund (834)	FY 2018-19 Actual	FY 2019-20 Actual	FY 2020-21 Actual	FY 2021-22 Amended	FY 2022-23 Proposed
Financing Costs	\$357,364	\$357,464	\$187,015	\$0	\$0
Total Expenditures	\$357,364	\$357,464	\$187,015	\$0	\$0
City Hall Bond Debt Service Fund (835)	FY 2018-19 Actual	FY 2019-20 Actual	FY 2020-21 Actual	FY 2021-22 Amended	FY 2022-23 Proposed
Purchased Professional/Technical Services				\$150	\$5,000
Financing Costs	\$579,763	\$579,163	\$580,613	\$580,613	\$577,763
Total Expenditures	\$579,763	\$579,163	\$580,613	\$580,763	\$582,763
Street Improvement Bond Debt Service Fund (836)	FY 2018-19 Actual	FY 2019-20 Actual	FY 2020-21 Actual	FY 2021-22 Amended	FY 2022-23 Proposed

Purchased Professional/Technical Services	\$0	\$0	\$0	\$0	\$5,000
Financing Costs	\$704,400	\$702,900	\$706,300	\$706,300	\$702,100
Total Expenditures	\$704,400	\$702,900	\$706,300	\$706,300	\$707,100

Finance Department Revenues	FY 2018-19 Actual	FY 2019-20 Actual	FY 2020-21 Actual	FY 2021-22 Amended	FY 2022-23 Proposed
General Fund (101)					
Intergovernmental	\$2,816	\$0	\$0	\$0	\$0
Charges for Services	\$73,534	\$112,357	\$3,712	\$0	\$0
Other Revenue	\$31,100	\$25,371	\$15,473	\$10,000	\$10,000
Total Revenues	\$107,450	\$137,728	\$19,184	\$10,000	\$10,000

TOTAL DEPARTMENT EXPENDITURES	\$1,575,464	\$1,669,296	\$1,295,815	\$1,483,709	\$1,578,897
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TOTAL DEBT SERVICE & PENSION	\$3,523,190	\$3,519,880	\$2,457,671	\$2,079,963	\$2,081,963
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TOTAL DEPARTMENT REVENUES	\$107,450	\$137,728	\$19,184	\$10,000	\$10,000
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Major Expenditures

The following table contains general fund major expenditures in the Finance Department (10-50) with an increase from the previous fiscal year in the amount of \$10,000 or above.

Major Expenditures (>\$10k)		
Account	Amount	Description
10-50-52110	\$100,000	Contra Costa County Property Tax Admin & Collection fees, previously \$92,000. Increase due to increase in taxes.
10-50-52120	\$49,000	External Auditor services
10-50-52120	\$81,000	NHA, Jones Hall, S&P Services
10-50-52190	\$20,000	Bartel, HdL, Fraser, Willdan Professional services contracts - ranges from \$2,000 - \$10,000 depending on the extent of services needed.
10-50-52230	\$45,000	OpenGov Budget Builder, Transparency Portal and Budget Book software annual contract, for 5 years ending 2023.
10-50-52230	\$60,000	Citywide New World ERP software annual contract with Tyler, used primarily by the Finance Department, previously \$58,400.

FINANCE DEPARTMENT BUDGET DETAIL

Account Number	Account Description	FY2018-19 Actual	FY2019-20 Actual	FY2020-21 Actual	FY2021-22 Amended	FY2022-23 Proposed
Fund: 101 - General Fund						
REVENUES						
Department: 10 - Administration						
Division: 50 - Finance Department						
<i>4500-Intergov'l - Intergovernmental Revenues</i>						
45550	OES Reimbursement	\$2,816	\$0	\$0	\$0	\$0
<i>Account Classification Total: 4500-Intergov'l - Intergovernmental Revenues</i>		\$2,816	\$0	\$0	\$0	\$0
<i>4600-Charges - Charges for Services</i>						
46520	Program Fees	-\$14,297	\$23,761	\$3,378	\$0	\$0
46930	Business License Admin	\$87,831	\$88,596	\$334	\$0	\$0
<i>Account Classification Total: 4600-Charges - Charges for Services</i>		\$73,534	\$112,357	\$3,712	\$0	\$0
<i>4800-Oth Revenu - Other Revenue</i>						
48990	Other Misc Revenue	\$20,768	\$13,250	\$11,582	\$0	\$0
48995	Cal Card Rebate Revenue	\$10,332	\$12,121	\$3,891	\$10,000	\$10,000
<i>Account Classification Total: 4800-Oth Revenu - Other Revenue</i>		\$31,100	\$25,371	\$15,473	\$10,000	\$10,000
Division Total: 50 - Finance Department		\$107,450	\$137,728	\$19,184	\$10,000	\$10,000
Department Total: 10 - Administration		\$107,450	\$137,728	\$19,184	\$10,000	\$10,000
REVENUES Total		\$107,450	\$137,728	\$19,184	\$10,000	\$10,000
EXPENSES						
Department: 10 - Administration						
Division: 50 - Finance Department						
<i>5100-Persn - Personnel</i>						
51110	Regular Salaries & Wages	\$548,592	\$625,279	\$525,711	\$575,392	\$658,347
51120	Part-Time Permanent Salaries & Wages	\$490	\$908	\$0	\$1,000	\$1,000
51200	PARS Contribution	\$8	\$16	\$0	\$0	\$0
51210	PERS Contributions	\$54,772	\$64,378	\$64,943	\$66,556	\$67,374
51211	PERS UAL	\$102,663	\$111,810	\$124,505	\$151,238	\$157,025
51220	FICA/Medicare	\$39,605	\$41,139	\$39,852	\$42,325	\$46,921
51230	Medical Benefits	\$156,706	\$132,642	\$117,907	\$129,181	\$100,181
51235	Life & LTD Insurance	\$3,751	\$7,106	\$9,669	\$4,334	\$4,347
51240	Workers Compensation Premiums	\$31,985	\$33,151	\$26,086	\$25,722	\$32,741
51140	Overtime Pay	\$664	\$1,595	\$3,943	\$4,160	\$4,160
51150	Special Pay	\$2,350	\$2,750	\$2,350	\$1,300	\$1,300
51155	One-Time Payouts	\$0	\$8,276	\$24,307	\$22,000	\$15,000
51237	Allowances & Other Benefits	\$9,150	\$9,450	\$0	\$0	\$0
<i>Account Classification Total: 5100-Persn - Personnel</i>		\$950,737	\$1,038,499	\$939,272	\$1,023,208	\$1,088,396
<i>5200-Prof Svcs - Purchased Professional & Technical Services</i>						
52110	Collect & Admin Services	\$55,096	\$74,374	\$76,008	\$100,000	\$100,000
52120	Legal & Financial Svcs	\$140,184	\$145,462	\$132,454	\$130,000	\$130,000
52190	Miscellaneous Prof Svcs	\$86,224	\$57,258	\$7,066	\$20,000	\$20,000
52230	Other Technical Services	\$122,519	\$108,239	\$84,891	\$105,000	\$135,000

52240	Miscellaneous Services	\$3,631	\$4,442	\$615	\$0	\$0
<i>Account Classification Total: 5200-Prof Svcs - Purchased Professional & Technical Services</i>		\$407,654	\$389,775	\$301,034	\$355,000	\$385,000
<i>5400-Other Svcs - Other Purchased Services</i>						
54210	Telephone Expenses	\$3,423	\$3,441	\$3,564	\$4,120	\$4,120
54220	Mobile/Wireless Expenses	\$2,132	\$2,247	\$2,076	\$750	\$750
54230	Internet Services	\$0	\$0	\$0	\$3,500	\$3,500
54240	Software Licenses & Maintenance	\$901	\$12,857	\$0	\$20,000	\$20,000
54310	Legal Notices & Advertise	\$0	\$0	\$0	\$309	\$309
54410	Printing & Binding	\$3,947	\$1,040	\$0	\$3,605	\$3,605
54610	Travel & Training	\$1,844	-\$77	\$0	\$6,180	\$6,180
54910	Dues & Subscriptions	\$2,217	\$582	\$635	\$2,575	\$2,575
<i>Account Classification Total: 5400-Other Svcs - Other Purchased Services</i>		\$14,463	\$20,089	\$6,275	\$41,039	\$41,039
<i>5500-Supplies - Supplies</i>						
55110	General Office Supplies	\$4,437	\$2,608	\$1,973	\$3,312	\$3,312
55120	Postage & Delivery	\$4,865	\$4,635	\$4,216	\$4,258	\$4,258
55130	Photocopying Charges	\$1,160	\$927	\$0	\$1,419	\$1,419
55290	Other Operating Supplies	\$52	\$539	\$0	\$473	\$473
<i>Account Classification Total: 5500-Supplies - Supplies</i>		\$10,514	\$8,708	\$6,189	\$9,462	\$9,462
<i>5600-Prop & Cap - Property & Capital</i>						
56410	Office Equipment <\$10K	\$2,325	\$2,352	\$2,330	\$5,000	\$5,000
<i>Account Classification Total: 5600-Prop & Cap - Property & Capital</i>		\$2,325	\$2,352	\$2,330	\$5,000	\$5,000
<i>5800-Financing - Financing Costs</i>						
58110	Principal Payments	\$101,346	\$104,153	\$0	\$0	\$0
58120	Interest Payments	\$29,126	\$26,320	\$0	\$0	\$0
58230	Fines & Penalties	\$5,410	\$710	\$4,980	\$0	\$0
58250	Cash Over/Short	-\$2	-\$3	\$0	\$0	\$0
58920	Bank & Credit Card Fees	\$53,890	\$78,692	\$35,734	\$50,000	\$50,000
<i>Account Classification Total: 5800-Financing - Financing Costs</i>		\$189,771	\$209,872	\$40,714	\$50,000	\$50,000
<i>5900-Oth Financ - Other Financing Uses</i>						
59990.701	Operating Xfer OutPENS	\$85,774	\$89,205	\$0	\$0	\$0
59990.835	Operating Xfer Out-CHALL	\$580,660	\$580,660	\$0	\$0	\$0
<i>Account Classification Total: 5900-Oth Financ - Other Financing Uses</i>		\$666,434	\$669,865	\$0	\$0	\$0
Division Total: 50 - Finance Department		\$2,241,898	\$2,339,161	\$1,295,815	\$1,483,709	\$1,578,897
Department Total: 10 - Administration		\$2,241,898	\$2,339,161	\$1,295,815	\$1,483,709	\$1,578,897
EXPENSES Total		\$2,241,898	\$2,339,161	\$1,295,815	\$1,483,709	\$1,578,897
Fund REVENUE Total: 101 - General Fund		\$107,450	\$137,728	\$19,184	\$10,000	\$10,000
Fund EXPENSE Total: 101 - General Fund		\$2,241,898	\$2,339,161	\$1,295,815	\$1,483,709	\$1,578,897
Fund Total: 101 - General Fund		-\$2,134,448	-\$2,201,433	-\$1,276,630	-\$1,473,709	-\$1,568,897
Fund: 206 - Measure A Parcel Tax						
EXPENSES						
Department: 10 - Administration						
Division: 50 - Finance Department						
<i>5200-Prof Svcs - Purchased Professional & Technical Services</i>						
52110	Collect & Admin Services	\$12,000	\$5,204	\$0	\$0	\$0
<i>Account Classification Total: 5200-Prof Svcs - Purchased Professional & Technical Services</i>		\$12,000	\$5,204	\$0	\$0	\$0
<i>5900-Oth Financ - Other Financing Uses</i>						

59990.101	Operating Xfer Out-GEN	\$51,000	\$51,000	\$0	\$0	\$0
59990.834	Operating Xfer Out-FIN	\$360,730	\$360,730	\$187,014	\$0	\$0
<i>Account Classification Total: 5900-Oth Financ - Other Financing Uses</i>		\$411,730	\$411,730	\$187,014	\$0	\$0
Division Total: 50 - Finance Department		\$423,730	\$416,934	\$187,014	\$0	\$0
Department Total: 10 - Administration		\$423,730	\$416,934	\$187,014	\$0	\$0
EXPENSES Total		\$423,730	\$416,934	\$187,014	\$0	\$0
Fund REVENUE	Total: 206 - Measure A Parcel Tax					
Fund EXPENSE	Total: 206 - Measure A Parcel Tax	\$423,730	\$416,934	\$187,014	\$0	\$0
Fund Total: 206 - Measure A Parcel Tax		-\$423,730	-\$416,934	-\$187,014	\$0	\$0
Fund: 211 - Street Improvemt & Maint						
EXPENSES						
Department: 10 - Administration						
Division: 50 - Finance Department						
<i>5200-Prof Svcs - Purchased Professional & Technical Services</i>						
52120	Legal & Financial Svcs	\$1,325	\$1,450	\$1,225	\$1,600	\$5,000
<i>Account Classification Total: 5200-Prof Svcs - Purchased Professional & Technical Services</i>		\$1,325	\$1,450	\$1,225	\$1,600	\$5,000
<i>5900-Oth Financ - Other Financing Uses</i>						
59990.836	Operating Xfer Out-ST IMP	\$704,400	\$702,900	\$706,300	\$706,300	\$702,100
<i>Account Classification Total: 5900-Oth Financ - Other Financing Uses</i>		\$704,400	\$702,900	\$706,300	\$706,300	\$702,100
Division Total: 50 - Finance Department		\$705,725	\$704,350	\$707,525	\$707,900	\$707,100
Department Total: 10 - Administration		\$705,725	\$704,350	\$707,525	\$707,900	\$707,100
EXPENSES Total		\$705,725	\$704,350	\$707,525	\$707,900	\$707,100
Fund REVENUE	Total: 211 - Street Improvemt & Maint					
Fund EXPENSE	Total: 211 - Street Improvemt & Maint	\$705,725	\$704,350	\$707,525	\$707,900	\$707,100
Fund Total: 211 - Street Improvemt & Maint		-\$705,725	-\$704,350	-\$707,525	-\$707,900	-\$707,100
Fund: 701 - Pension Trust Sect 401-A						
EXPENSES						
Department: 10 - Administration						
Division: 50 - Finance Department						
<i>5800-Financing - Financing Costs</i>						
58810	Retiree Pension	\$85,774	\$89,205	\$89,205	\$85,000	\$85,000
<i>Account Classification Total: 5800-Financing - Financing Costs</i>		\$85,774	\$89,205	\$89,205	\$85,000	\$85,000
Division Total: 50 - Finance Department		\$85,774	\$89,205	\$89,205	\$85,000	\$85,000
Department Total: 10 - Administration		\$85,774	\$89,205	\$89,205	\$85,000	\$85,000
EXPENSES Total		\$85,774	\$89,205	\$89,205	\$85,000	\$85,000
Fund REVENUE	Total: 701 - Pension Trust Sect 401-A					
Fund EXPENSE	Total: 701 - Pension Trust Sect 401-A	\$85,774	\$89,205	\$89,205	\$85,000	\$85,000
Fund Total: 701 - Pension Trust Sect 401-A		-\$85,774	-\$89,205	-\$89,205	-\$85,000	-\$85,000
Fund: 834 - Finance Authority Debt Sv						
EXPENSES						
Department: 10 - Administration						
Division: 50 - Finance Department						
<i>5800-Financing - Financing Costs</i>						
58110	Principal Payments	\$343,500	\$350,400	\$185,200	\$0	\$0
58120	Interest Payments	\$13,864	\$7,064	\$1,815	\$0	\$0



SECTION 6:

FIRE DEPARTMENT

The Fire Department's mission is to enhance community safety by reducing loss of life and property and safeguarding the environment by effectively responding to fires, rescues, and medical emergencies, hazardous material incidents, and major disasters. As an all risk Department, this mission is achieved by helping the community reduce the frequency and severity of these emergencies by providing public education programs; reducing threats to public safety by enforcing laws, codes, and ordinances covering fire and life safety; abating identified fire hazards on City, private, and other agencies' property; and maintaining personnel, apparatus, equipment, and facilities in a constantly ready condition.

DEPARTMENT OVERVIEW

The Fire Department's primary responsibility is to keep the residents of El Cerrito and Kensington as safe as possible by developing, providing, and maintaining cost-effective fire prevention, fire suppression, and advanced emergency services.

The Department operates two fire stations: Station 71 on San Pablo Avenue and Station 72 on Arlington Boulevard. Since 1995, the Fire Department has contracted with the Kensington Fire Protection District to provide the same fire services to the unincorporated area of Kensington, adjacent to El Cerrito. This contract increases the level of service and continuity offered to both communities. The contract provides for the Fire Department to staff the station, provide fire prevention services, and all other services that the Department provides to the City. The Fire District maintains ownership of the Station and equipment. The amount of the contract is proportionately related to the budgeted costs for the Department each fiscal year. Services to the Kensington Fire Protection District represent approximately 30% of the Fire Department's expenditures.

The Department is able to provide a timely and appropriate level of response through automatic aid response agreements with the City of Richmond Fire Department, the Contra Costa County Fire Protection District, the City of Albany Fire Department, and the City of Berkeley Fire Department. These active partnerships utilize the combined resources of all four agencies to serve the area irrespective of jurisdictional lines.

Department personnel also assist when requested through the use of the State's Master Mutual Aid Program and can be sent all over the western states to assist others in need. In addition, the Department staffs one California State Office of Emergency Services (OES) engine that can be called upon to respond throughout the State for major emergencies or disasters. Common staffing, training, apparatus, and performance standards ensures reciprocity of services.

Prevention and preparedness are key priorities for the Fire Department. The Department is responsible for the City's Emergency Operations Center (EOC) and updating of the City's Emergency Operations Plan in the event of a major disaster that affects El Cerrito and Kensington. Additionally, the Department plans to restart the Community Emergency Response Teams (CERT) program that trains citizens to be self-sufficient in the event of an emergency now that Covid restrictions have eased. The Department also

conducts outreach and educational opportunities to residents, businesses, and schools in order to inform the public about fire prevention and emergency preparedness techniques.

Overall Department Goals

The overall goals of the Fire Department are to:

- Continue to serve as an all-risk Department providing fire suppression, medical care and facilitate rescues as required
- Continue to safely provide excellent emergency medical services in a post pandemic era
- Educate the public on fire safety in a Very High Fire Hazard Severity Zone
- Continue the Department's Vegetation Reduction Program
- Start offering CPR/First aid and CERT training as safety protocols allow
- Reduce overtime without decreasing services to provide overall cost savings to the budget

Organizational Structure

The Fire Department's resources are organized into four divisions: Fire Prevention, Training, Operations/EMS, and Support Services. Staffing for these divisions is assigned to the three shift Battalion Chiefs, one 40-hour per week Battalion/Training Chief and the Fire Chief. The Fire Chief provides management and oversight to these four divisions.

Fire Prevention Division

The A Shift Battalion Chief serves as the Fire Marshal and oversees the Fire Prevention Division. The full fire prevention program includes development, interpretation, and enforcement of codes; review of construction plans; testing of fire protection systems; abatement of identified hazards; and educational programs for the public. A key component of this fire prevention is vegetation management on City, private, and public lands to minimize the effects of a wildland/urban interface fire and resulting structural conflagration. A Fire Prevention Officer provides code enforcement, specialized inspections, and coordination of the Department's line and staff prevention duties.

Training Division

A significant portion of the Fire Department's resources are dedicated to the task of maintaining departmental resources in a ready state. A department Battalion Chief serves as the company Training Officer. All personnel must maintain a high skill level for a diverse range of responsibilities. Many of these skills must be tested and certified annually. Training is both a daily priority and a program vital to providing emergency services. Complex equipment and apparatus require continual testing and training. The neighborhood disaster preparedness component of the Department's public education program, known as the CERT Program (Community Emergency Response Team), is also managed under this Division.

Operations/EMS Division

Emergency Operations of the Fire Department include controlling and extinguishing fires, intervention in medical emergencies that threaten life and health, and protection of life, the environment, and property from the effects of storm, flood, earthquake, disaster, hazardous chemical releases, and other emergency events. The EMS Division also supervises and manages the Emergency Medical Programs which encompass the training and operations of the Department's EMTs and Paramedics. This division assists the Training Division in identifying and prioritizing the necessary training to provide safe and efficient delivery of service. A line Battalion Chief also manages this division.

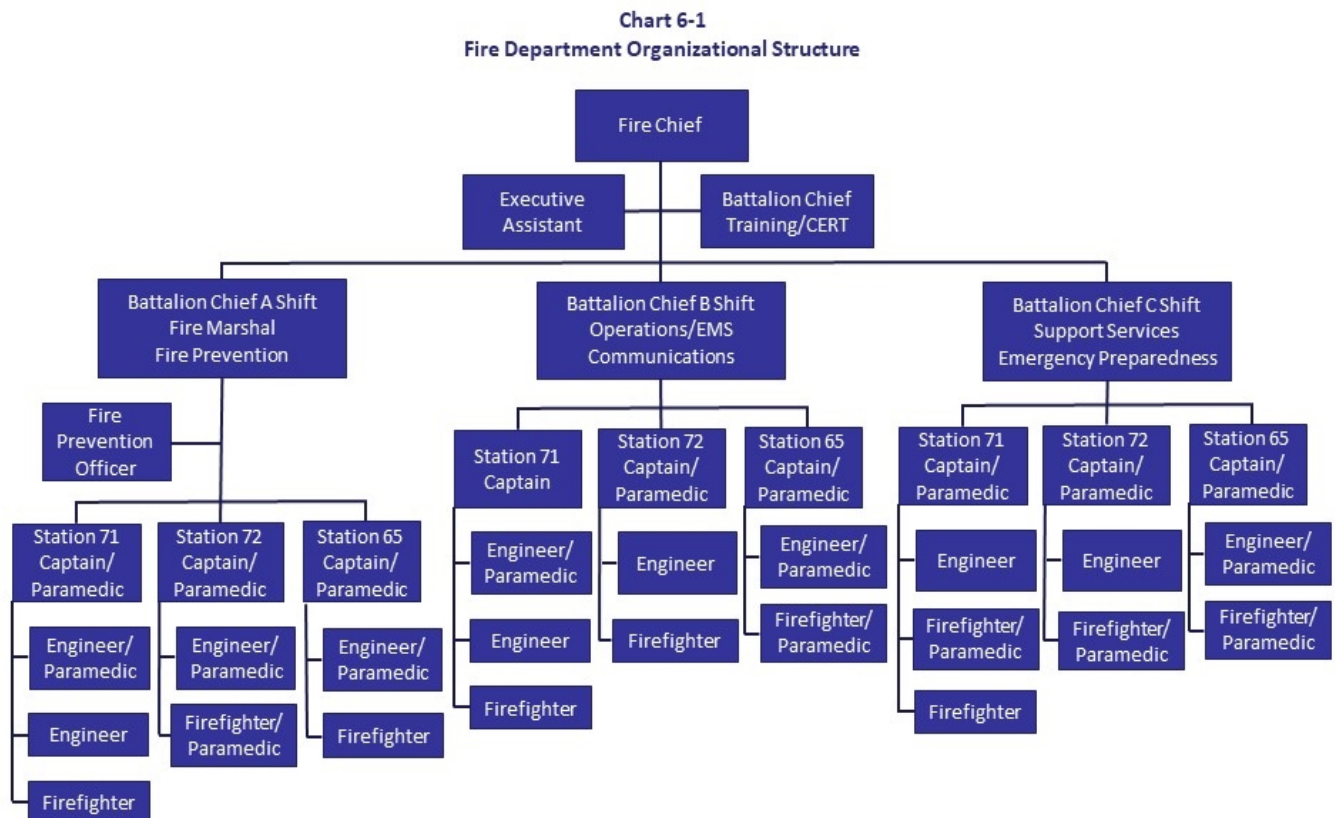
Support Services Division

The Support Services Division is tasked with ensuring that Department facilities, apparatus, and equipment are maintained in a constant state of readiness that includes annual testing, maintenance, and purchasing. This Division is also in charge of the comprehensive administrative reporting system and the Department's staff level work assignments. The C shift Battalion Chief manages this Division.

Staffing

The Fire Department operates the two fire stations in the City and the one under contract in the community of Kensington using the three shift pattern. Fire personnel work a 56-hour work week compared to the normal 40-hour week in most job positions. The typical shift is 48 hours on duty followed by 96 hours off duty. Safety standards that are followed by the City require 3 personnel at each station every day. This is referred to as constant staffing, meaning that if someone is off due to vacation, illness or injury, the position must be filled with another person. If only one person is off on the shift, the 2nd firefighter at Station 71 moves to fill that position. When two or more are missing, then those vacant positions must be backfilled utilizing off duty personnel and they are paid overtime to cover the position.

Chart 6-1 provides an organizational overview of the Fire Department:



Position Listing

The total number of authorized positions for the Fire Department is 37 full-time positions. **Table 6-1** shows the current authorized positions of the Department fully staffed.

Table 6-1
Fire Department Position Listing

FIRE DEPARTMENT	FY 2018-19	FY 2019-20	FY 2020-21	FY 2021-22	FY 2022-23
Fire Chief	1	1	1	1	1
Executive Administrative Assistant	1	1	1	1	1
Battalion Chief	3	3	3	3	3
Battalion Chief/Training Officer	1	1	1	1	1
Fire Captain	3	3	3	2	2
Fire Captain/Paramedic	6	6	6	7	7
Fire Captain/Paramedic/FPO	1	1	1	1	1
Fire Engineer	4	4	4	5	5
Fire Engineer/Paramedic	8	8	8	7	7
Firefighter	6	6	6	6	6
Firefighter/Paramedic	3	3	3	3	3
FIRE DEPARTMENT TOTAL	37	37	37	37	37

FY 2021-2022 HIGHLIGHTS

The City's ISO (Insurance Services Office) rating increased to Class 1, the highest rating possible; putting the El Cerrito/Kensington Fire Department in the top 1% of fire departments nationwide.

Successfully held a Fire Engineer internal promotional examination, conducted a Firefighter recruitment to fill vacancies caused by recent retirements to maintain reduced overtime costs, and recruited, hired, and onboarded two Battalion Chief positions.

The City's updated Emergency Operations Plan (EOP) was adopted by the City Council in May 2022.

Helicopter Rescue Technician (HRT) training was completed in collaboration with CHP. This training improves emergency response in Wildcat Canyon and the surrounding area.

FY 2022-2023 FOCUS

Maintain COVID-19 safety protocols to minimize personnel and public infections.

Continue focus on Vegetation Management and Fire Prevention Programs that will enhance defensible space and improve neighborhood survivability.

Fund improvements to the Department's firefighter recruitment and training program. Standardize firefighter training to align with current California State Fire Training Standards. Support career development and Fire Department succession.

Update the Department's equipment replacement schedules and seek funding for replacement of the Fire Department's aging fleet.

Implement the Emergency Operations Plan, including training of all personnel and conducting practice drills with City staff in the Emergency Operations Center (EOC).

Continue the development and training for mid-rise buildings, in response to the construction of buildings of more than four stories.

FIRE DEPARTMENT BUDGET SUMMARY

Fire Department Expenditures (2510)					
	FY 2018-19 Actual	FY 2019-20 Actual	FY 2020-21 Actual	FY 2021-22 Amended	FY 2022-23 Proposed
All Funds					
General Fund (101)					
Personnel Services	\$10,301,035	\$10,162,681	\$11,263,081	\$11,584,920	\$11,843,483
Purchased Professional & Technical Services	\$59,803	\$51,812	\$64,685	\$401,400	\$428,200
Purchased Property Services	\$608,500	\$698,264	\$559,452	\$624,600	\$642,700
Other Purchased Services	\$102,866	\$121,709	\$114,920	\$141,882	\$189,100
Supplies	\$133,853	\$106,773	\$147,908	\$155,800	\$203,800
Property & Capital	\$51,701	\$39,795	\$17,840	\$37,100	\$37,100
Financing Costs	\$0	\$1,379	\$9,859	\$2,500	\$2,500
Other Financing Uses	\$26,862	\$26,862	\$0	\$0	\$0
Total Expenditures	\$11,284,620	\$11,209,275	\$12,177,746	\$12,948,202	\$13,346,883
	FY 2018-19 Actual	FY 2019-20 Actual	FY 2020-21 Actual	FY 2021-22 Amended	FY 2022-23 Proposed
Grants Funds (221)					
Other Purchased Services		\$0	\$0	\$0	\$0
Property & Capital	\$0	\$14,509	\$0	\$0	\$0
Total Expenditures	\$0	\$14,509	\$0	\$0	\$0
	FY 2018-19 Actual	FY 2019-20 Actual	FY 2020-21 Actual	FY 2021-22 Amended	FY 2022-23 Proposed
Vehicle/Equipment Replacement Fund (601)					
Financing Costs	\$2,815	\$567	\$0	\$0	\$136,591
Total Expenditures	\$2,815	\$567	\$0	\$0	\$136,591
Fire Department Revenues					
	FY 2018-19 Actual	FY 2019-20 Actual	FY 2020-21 Actual	FY 2021-22 Amended	FY 2022-23 Proposed
General Fund (101)					
Intergovernmental Revenues	\$3,698,983	\$3,548,905	\$4,815,337	\$4,684,500	\$4,982,648
Charges for Services	\$95,059	\$78,995	\$129,077	\$175,000	\$90,000
Other Revenue	\$0	\$200	\$20	\$0	\$0
Total Revenues	\$3,794,042	\$3,628,100	\$4,944,434	\$4,859,500	\$5,072,648
	FY 2018-19 Actual	FY 2019-20 Actual	FY 2020-21 Actual	FY 2021-22 Amended	FY 2022-23 Proposed
Grants Fund (221)					
Intergovernmental Revenues	\$0	\$14,509	\$0	\$0	\$0
Total Revenues	\$0	\$14,509	\$0	\$0	\$0
TOTAL DEPARTMENT EXPENDITURES	\$11,287,434	\$11,224,351	\$12,177,746	\$12,948,202	\$13,483,474
TOTAL DEPARTMENT REVENUES	\$3,794,042	\$3,642,609	\$4,944,434	\$4,859,500	\$5,072,648

Revenue Assumptions

The following provides revenue assumptions for projections over \$50,000 in the Fire Department's (25-10) budget.

Revenue Assumptions (>\$50k)		
Account	Amount	Description (including past costs and proposed changes)
25-10-45550	\$800,000	California Office of Emergency Services (Cal OES) reimbursements for providing emergency personnel and equipment. Based on previous and current FY reimbursement amounts. Funds fully reimburse the City's payroll for personnel on deployment including station backfill. In addition the City recovers an administrative fee.
25-10-45720	\$3,900,000	Contracted fees for the El Cerrito Fire Department to provide fire service to the community of Kensington. The contract between El Cerrito and Kensington specifies the percentages paid for in each line item in the Fire Department's budget. The contract is approximately 30% of the Fire Department's annual budget.
25-10-45790	\$80,000	Measure H EMS reimbursement are funds provided by the Contra Costa County Health Services. The amount is a population-based allocation formula to preserve Fire Based EMS services. A decline in revenue for the next term 2022-2025 was based on the 2020 census data.

Major Expenditures

The following table contains general fund major expenditures in the Fire Department (25-10) with an increase from the previous fiscal year in the amount of \$10,000 or above.

Major Expenditures (>\$10k)		
Account	Amount	Description
25-10-52190	\$194,000	Fire Dispatch services estimated to increase 5% from previous fiscal year.
25-10-5330	\$136,590	Annual lease payment for new type 1 fire engine.
25-10-53290	\$50,000	Radio license fees and maintenance cost. Regional radio system annual cost increases.
25-10-53250	\$18,000	Estimated cost for each fire apparatus's annual service and repairs. Actual costs will vary based on age and extreme use. Continued price increases in parts and labor are also driving up costs.
25-10-54610	\$60,000	Firefighter recruit training provided by an Accredited Local Academy (ALA). The requested amount would cover three recruits. The program will support standardization of the Fire Department's training program allowing for a larger candidate pool.

FIRE DEPARTMENT BUDGET DETAIL

Account Number	Account Description	FY2018-19 Actual	FY2019-20 Actual	FY2020-21 Actual	FY2021-22 Amended	FY2022-23 Proposed
Fund: 101 - General Fund						
REVENUES						
Department: 25 - Fire						
Division: 10 - Fire Administration						
<i>4500-Intergov'l - Intergovernmental Revenues</i>						
45440	State Grant-Operating	\$0	\$600	\$1,200	\$0	\$0
45550	OES Reimbursement	\$541,735	\$256,229	\$1,170,221	\$461,500	\$800,000
45570	Fire Inspection Fees	(\$670)	\$0	\$0	\$11,000	\$11,000
45720	Kensington Fire District	\$3,015,409	\$3,136,823	\$3,518,175	\$4,000,000	\$3,966,648
45790	Other Local Reimbursement	\$31,497	\$44,241	\$14,730	\$100,000	\$125,000
45792	Measure H EMS Reimbursements	\$111,012	\$111,012	\$111,012	\$112,000	\$80,000
<i>Account Classification Total: 4500-Intergov'l - Intergovernmental Revenues</i>		\$3,698,983	\$3,548,905	\$4,815,337	\$4,684,500	\$4,982,648
<i>4600-Charges - Charges for Services</i>						
46010	Plan Check Fees	\$92,739	\$69,860	\$31,162	\$70,000	\$75,000
46250	Weed Abatement	\$0	\$5,768	\$96,417	\$100,000	\$10,000
46520	Program Fees	\$2,320	\$3,368	\$1,498	\$5,000	\$5,000
<i>Account Classification Total: 4600-Charges - Charges for Services</i>		\$95,059	\$78,995	\$129,077	\$175,000	\$90,000
<i>4800-Oth Revenu - Other Revenue</i>						
48120	Contributions & Donations	\$0	\$200	\$20	\$0	\$0
<i>Account Classification Total: 4800-Oth Revenu - Other Revenue</i>		\$0	\$200	\$20	\$0	\$0
Division Total: 10 - Fire Administration		\$3,794,042	\$3,628,100	\$4,944,434	\$4,859,500	\$5,072,648
Department Total: 25 - Fire		\$3,794,042	\$3,628,100	\$4,944,434	\$4,859,500	\$5,072,648
REVENUES Total		\$3,794,042	\$3,628,100	\$4,944,434	\$4,859,500	\$5,072,648
EXPENSES						
Department: 25 - Fire						
Division: 10 - Fire Administration						
<i>5100-Persn - Personnel</i>						
51110	Regular Salaries & Wages	\$4,899,247	\$4,981,328	\$4,954,056	\$5,444,637	\$5,556,026
51120	Part-Time Permanent Salaries & Wages	\$0	\$1,350	\$0	\$1,500	\$1,500
51200	PARS Contribution	\$0	\$18	\$0	\$0	\$0
51210	PERS Contributions	\$832,279	\$893,585	\$1,017,818	\$1,024,529	\$1,037,132
51211	PERS UAL	\$1,370,650	\$1,633,915	\$1,819,421	\$2,273,704	\$2,323,883
51220	FICA/Medicare	\$86,254	\$84,922	\$100,337	\$88,094	\$91,094
51230	Medical Benefits	\$727,498	\$753,546	\$792,807	\$840,899	\$877,761
51235	Life & LTD Insurance	\$45,915	\$48,747	\$41,826	\$41,482	\$42,726
51240	Workers Compensation Premiums	\$197,397	\$204,706	\$143,369	\$158,619	\$201,905
51140	Overtime Pay	\$1,205,677	\$1,107,189	\$1,024,189	\$650,000	\$650,000
51145	FLSA Overtime Pay	\$94,202	\$100,518	\$105,603	\$104,656	\$104,656
51146	Fire Non-Supp OT	\$73,633	\$36,789	\$44,769	\$50,000	\$50,000
51147	Fire OES Response	\$497,802	\$166,174	\$852,185	\$600,000	\$600,000
51155	One-Time Payouts	\$122,472	\$2,400	\$112,177	\$50,000	\$50,000

51237	Allowances & Other Benefits	\$140,625	\$147,496	\$149,848	\$156,800	\$156,800
51242	Workers Compensation Pay (In Lieu of Salary)	\$7,383	\$0	\$104,675	\$100,000	\$100,000
<i>Account Classification Total: 5100-Persn - Personnel</i>		\$10,301,035	\$10,162,681	\$11,263,081	\$11,584,920	\$11,843,483
<i>5200-Prof Svcs - Purchased Professional & Technical Services</i>						
52190	Miscellaneous Prof Svcs	\$43,186	\$40,618	\$13,680	\$299,500	\$299,500
52220	Medical Services	\$13,755	\$10,829	\$6,136	\$18,200	\$20,000
52230	Other Technical Services	\$2,862	\$364	\$6,480	\$8,700	\$8,700
52260	OES Equipment & Apparatus	\$0	\$0	\$38,390	\$75,000	\$100,000
<i>Account Classification Total: 5200-Prof Svcs - Purchased Professional & Technical Services</i>		\$59,803	\$51,812	\$64,685	\$401,400	\$428,200
<i>5300-Prop Svcs - Purchased Property Services</i>						
53110	Utilities-Energy	\$15,103	\$21,365	\$22,170	\$25,700	\$28,700
53230	Building Maint Services	\$22,733	\$27,343	\$24,366	\$21,300	\$25,000
53240	Landscape/Park Maint Svcs	\$44,812	\$137,350	\$22,703	\$54,500	\$55,000
53250	Vehicle & Equip Maint Svc	\$129,993	\$114,240	\$131,067	\$150,000	\$150,000
53270	Weed Abatement	\$0	\$0	\$74,705	\$100,000	\$100,000
53290	Miscellaneous R&M Svcs	\$247,642	\$255,015	\$266,156	\$109,100	\$120,000
53320	Vehicle & Equipment Lease	\$0	\$0	\$10,000	\$0	\$0
53330	Vehic Replcmt Rental Chrg	\$138,019	\$133,860	\$0	\$156,000	\$156,000
53910	Solid Waste Services	\$9,471	\$8,406	\$7,512	\$8,000	\$8,000
53990	Other Property Services	\$727	\$685	\$773	\$0	\$0
<i>Account Classification Total: 5300-Prop Svcs - Purchased Property Services</i>		\$608,500	\$698,264	\$559,452	\$624,600	\$642,700
<i>5400-Other Svcs - Other Purchased Services</i>						
54210	Telephone Expenses	\$14,301	\$16,498	\$19,007	\$17,000	\$18,700
54220	Mobile/Wireless Expenses	\$14,373	\$17,538	\$16,953	\$10,728	\$12,400
54230	Internet Services	\$0	\$13,169	\$16,005	\$36,904	\$15,000
54240	Software Licenses & Maintenance	\$150	\$2,232	\$4,481	\$5,000	\$5,000
54310	Legal Notices & Advertise	\$157	\$28	\$0	\$2,500	\$2,500
54410	Printing & Binding	\$3,263	\$6,566	\$1,899	\$3,500	\$10,000
54610	Travel & Training	\$34,997	\$29,929	\$41,923	\$41,000	\$100,000
54910	Dues & Subscriptions	\$14,187	\$14,836	\$13,682	\$15,750	\$16,000
54990	Other Administrative Svcs	\$21,438	\$20,913	\$970	\$9,500	\$9,500
<i>Account Classification Total: 5400-Other Svcs - Other Purchased Services</i>		\$102,866	\$121,709	\$114,920	\$141,882	\$189,100
<i>5500-Supplies - Supplies</i>						
55110	General Office Supplies	\$5,215	\$3,266	\$6,102	\$6,000	\$6,000
55120	Postage & Delivery	\$1,633	\$2,058	\$1,169	\$2,700	\$3,700
55130	Photocopying Charges	\$147	\$2,939	\$0	\$1,000	\$1,000
55210	Fuel	\$39,005	\$38,738	\$38,706	\$41,700	\$54,600
55220	Safety Supplies	\$0	\$0	\$182	\$0	\$0
55230	Medical Supplies	\$27,334	\$24,398	\$22,584	\$25,000	\$25,000
55240	Clothing & Uniform Supply	\$44,652	\$25,105	\$51,480	\$45,900	\$75,000
55250	Vehicle & Equip Supplies	\$0	\$0	\$13,682	\$13,500	\$18,500
55290	Other Operating Supplies	\$9,886	\$4,911	\$6,775	\$10,000	\$10,000
55520	Building Supplies	\$5,982	\$5,358	\$7,230	\$10,000	\$10,000
<i>Account Classification Total: 5500-Supplies - Supplies</i>		\$133,853	\$106,773	\$147,908	\$155,800	\$203,800
<i>5600-Prop & Cap - Property & Capital</i>						
56310	Improvements, not Bldgs	\$25,737	\$11,862	\$353	\$20,000	\$20,000

56410	Office Equipment <\$10K	\$2,479	\$23,693	\$9,752	\$10,000	\$10,000
56710	Other Equipment <\$10K	\$23,485	\$4,240	\$7,735	\$7,100	\$7,100
<i>Account Classification Total: 5600-Prop & Cap - Property & Capital</i>		\$51,701	\$39,795	\$17,840	\$37,100	\$37,100
<i>5800-Financing - Financing Costs</i>						
58110	Principal Payments	\$0	\$0	\$7,677	\$0	\$0
58120	Interest Payments	\$0	\$0	\$1,692	\$0	\$0
58220	Licenses & Permits	\$0	\$1,379	\$490	\$2,500	\$2,500
<i>Account Classification Total: 5800-Financing - Financing Costs</i>		\$0	\$1,379	\$9,859	\$2,500	\$2,500
<i>5900-Oth Financ - Other Financing Uses</i>						
59990.601	TRANSFER OUT-I/S	\$26,862	\$26,862	\$0	\$0	\$0
<i>Account Classification Total: 5900-Oth Financ - Other Financing Uses</i>		\$26,862	\$26,862	\$0	\$0	\$0
Division Total: 10 - Fire Administration		\$11,284,620	\$11,209,275	\$12,177,746	\$12,948,202	\$13,346,883
Department Total: 25 - Fire		\$11,284,620	\$11,209,275	\$12,177,746	\$12,948,202	\$13,346,883
EXPENSES Total		\$11,284,620	\$11,209,275	\$12,177,746	\$12,948,202	\$13,346,883
Fund REVENUE Total: 101 - General Fund		\$3,794,042	\$3,628,100	\$4,944,434	\$4,859,500	\$5,072,648
Fund EXPENSE Total: 101 - General Fund		\$11,284,620	\$11,209,275	\$12,177,746	\$12,948,202	\$13,346,883
Fund Total: 101 - General Fund		(\$7,490,578)	(\$7,581,175)	(\$7,233,312)	(\$8,088,702)	(\$8,274,235)
Fund: 221 - Grants						
REVENUES						
Department: 25 - Fire						
Division: 10 - Fire Administration						
<i>4500-Intergov'l - Intergovernmental Revenues</i>						
45460	Local Agency Grants	\$0	\$14,509	\$0	\$0	\$0
<i>Account Classification Total: 4500-Intergov'l - Intergovernmental Revenues</i>		\$0	\$14,509	\$0	\$0	\$0
Division Total: 10 - Fire Administration		\$0	\$14,509	\$0	\$0	\$0
Department Total: 25 - Fire		\$0	\$14,509	\$0	\$0	\$0
REVENUES Total		\$0	\$14,509	\$0	\$0	\$0
EXPENSES						
Department: 25 - Fire						
Division: 10 - Fire Administration						
<i>5600-Prop & Cap - Property & Capital</i>						
56710	Other Equipment <\$10K	\$0	\$14,509	\$0	\$0	\$0
<i>Account Classification Total: 5600-Prop & Cap - Property & Capital</i>		\$0	\$14,509	\$0	\$0	\$0
Division Total: 10 - Fire Administration		\$0	\$14,509	\$0	\$0	\$0
Department Total: 25 - Fire		\$0	\$14,509	\$0	\$0	\$0
EXPENSES Total		\$0	\$14,509	\$0	\$0	\$0
Fund REVENUE Total: 221 - Grants		\$0	\$14,509	\$0	\$0	\$0
Fund EXPENSE Total: 221 - Grants		\$0	\$14,509	\$0	\$0	\$0
Fund Total: 221 - Grants		\$0	\$0	\$0	\$0	\$0
Fund: 601 - Vehicle/Equip Replacement						
EXPENSES						
Department: 25 - Fire						
Division: 10 - Fire Administration						
<i>5800-Financing - Financing Costs</i>						
58110	Principal Payments	\$0	\$0	\$0	\$0	\$98,351

58120	Interest Payments	\$2,815	\$567	\$0	\$0	\$38,240
<i>Account Classification Total: 5800-Financing - Financing Costs</i>		\$2,815	\$567	\$0	\$0	\$136,591
Division Total: 10 - Fire Administration		\$2,815	\$567	\$0	\$0	\$136,591
Department Total: 25 - Fire		\$2,815	\$567	\$0	\$0	\$136,591
EXPENSES Total		\$2,815	\$567	\$0	\$0	\$136,591
Fund REVENUE	Total: 601 - Vehicle/Equip Replacement	\$2,815	\$567	\$0	\$0	\$136,591
Fund EXPENSE	Total: 601 - Vehicle/Equip Replacement	(\$2,815)	(\$567)	\$0	\$0	(\$136,591)
Fund Total: 601 - Vehicle/Equip Replacement						
REVENUE GRAND Totals:		\$3,794,042	\$3,642,609	\$4,944,434	\$4,859,500	\$5,072,648
EXPENSE GRAND Totals:		\$11,287,434	\$11,224,351	\$12,177,746	\$12,948,202	\$13,483,474

SECTION 7:

POLICE DEPARTMENT

The El Cerrito Police Department is committed to protecting our community, solving crime, and pursuing justice. The Department's vision is to continue to foster an environment of collaboration, honesty, and respect with each member of the community, the department, and allied agencies. The Department will represent the highest ideals of public service in carrying out our mission and living our values. The El Cerrito Police Department will be known for its commitment to steadfast compassionate service and vigorous crime fighting.

DEPARTMENT OVERVIEW

The El Cerrito Police Department (ECPD) provides essential police services to the community. The department is organized into two divisions handling Administration and Field Operations. The Department focuses on criminal investigation, traffic safety, and emergency response.

The ECPD partners with State, Federal and other local agencies to provide services that support the Department in a cost-effective manner. Notably, the Richmond Police Department provides dispatch services while the County of Contra Costa provides crime laboratory and animal control services. The Department is a member of the FBI Safe Streets Task Force, along with other police departments in the region. The Department also assigns officers to the Richmond Police Department Crisis Response Team.

Overall Goals

The overall goals of the Department are to:

- Provide core police services in the areas of emergency response, constitutional policing, criminal investigation, and traffic safety.
- Create opportunities to educate, learn from, and collaborate with the community.
- Foster a workplace that values and develops police professionals.

Organizational Structure

The ECPD is deployed in two divisions, each led by a lieutenant.

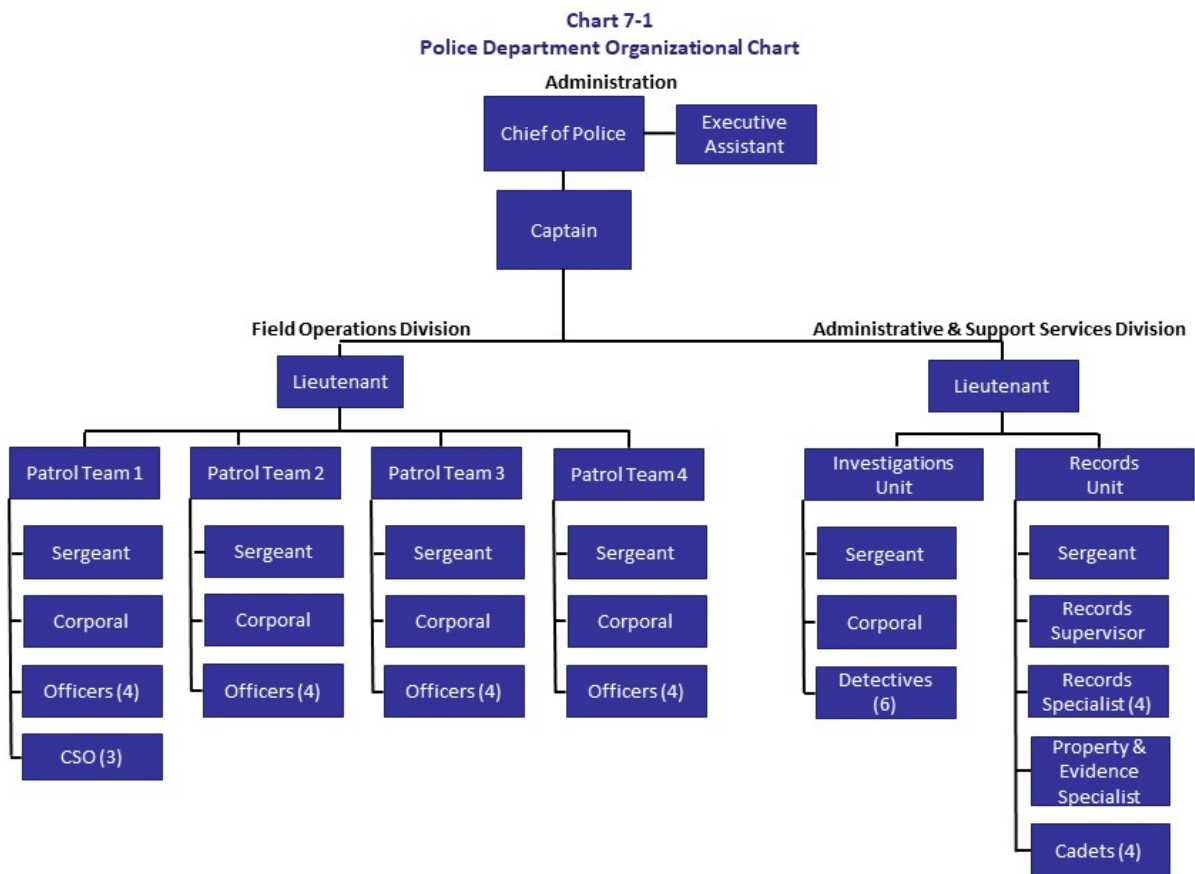
Administrative and Support Services Division

Members of this Division are responsible for commanding and supervising personnel, developing and maintaining budgets, processing records, over-seeing internal investigations, recruiting new personnel, training department personnel and creating policies. The investigations unit is responsible for responding to and examining major crime scenes, conducting complex criminal investigations, investigating use of force incidents, and acting as liaison to community groups.

Field Operations Division

Members of the Field Operations Division are the front-line uniformed personnel who respond to emergencies and calls for service, investigate criminal incidents, enforce parking regulations, and participate in traffic safety enforcement and education. Members of the Field Operations Division are on duty 24 hours a day. During each shift, officers from the Division collaborate with community members to help find solutions for neighborhood problems.

Chart 7-1 shows the organizational layout of the Police Department.



Position Listing

The total number of authorized positions for the Police Department is 48 full-time positions, including 38 sworn officers, and up to 7 part-time positions. **Table 7-1** shows the current authorized positions of the Department if it was fully staffed.

Table 7-1
Police Department Position Listing

POLICE DEPARTMENT	FY 2018-19	FY 2019-20	FY 2020-21	FY 2021-22	FY 2022-23
Community Services Officer (CSO)	2.4	2.4	2.4	2.4	2.4
Police Cadet	1.6	1.6	1.6	1.6	1.6
Police Captain	1	1	1	1	1
Police Chief	1	1	1	1	1
Police Corporal	4	4	4	4	4
Police Corporal - Detective	1	1	1	1	1
Management Analyst II	1	1	0	0	0
Public Safety Executive Assistant	1	1	1	1	1
Police Lieutenant	3	3	3	2	2
Police Officer	17	17	17	13	13
Police Officer - Detective	4	4	4	6	6
Police Officer - K9	2	2	2	2	2
Police Officer - SRO	2	2	0	0	0
Police Officer - Traffic	3	3	3	0	1
Police Records Specialist	4	4	4	4	3
Police Records Supervisor	1	1	1	1	1
Police Sergeant	4	4	4	5	4
Police Sergeant - Detective	1	1	1	1	1
Police Sergeant - Motor	1	1	1	0	0
Police Sergeant - Admin	1	1	1	1	1
Property and Evidence Specialist	1	1	1	1	1
Senior Police Records Specialist	1	1	1	0	1
POLICE DEPARTMENT TOTAL	58.0	58.0	55.0	48.0	48.0

Police Department Staffing Analysis

During Fiscal Year 2021-22, the Department faced significant challenges with employee retention and recruiting. Current hiring trends reveal that some agencies are facing serious headwinds regarding employee retention due to changing cultural attitudes toward policing careers.

Although the Department was authorized to fill all 37 sworn positions by mid-year, as of January 1, 2022, the department only employed 28 of the 37 authorized sworn positions. Staff departed the agency for a number of reasons including retirements, career opportunities, better opportunities for job growth, and employment closer to home. This has had several impacts on the El Cerrito community:

- Staffing shortages negatively impacted all major Police investigations, beginning in October 2021.
- Staffing shortages negatively impacted responses to calls for service, beginning in January 2021. Police responses to emergencies took over two (2) minutes longer (or 42% slower), on average.

- Recruiting and replacement efforts were hindered by a shortage of qualified lateral candidates and long training times for recruit officers.
- Traffic enforcement efforts were significantly reduced, due to the elimination of the Traffic Enforcement Unit. Issued traffic citations fell 77%.

The Department is diligently working with Human Resources to increase recruitment and retention efforts, including seeking creative solutions to attract talented professionals and improve employee morale.

Additionally, the response to the pandemic revealed a need for a greater depth in the supervisor positions available for Records staff. Currently, the Police Records Supervisor is responsible for not only daily supervision, but also complex data projects, training new staff members, and mandated state reporting. Staff recommends activating the Senior Records Specialist position to add depth to the supervision and training element in the Records Bureau. The Senior Records Specialist is an auxiliary supervisor and is also the primary trainer for new specialists and cadets. This position was eliminated in the past, as a cost saving measure. This position listing also includes reducing the Records Specialist staff level from 4 specialists to 3 specialists, to off-set the additional cost.

The position listing above also calls for the return of a Traffic Officer position. Traffic safety enforcement severely decreased during the last fiscal year. Police officers issued 77% fewer traffic tickets than in previous years, primarily due to the loss of a dedicated enforcement officer combined with staffing challenges. The Traffic Officer position is a valuable assignment that adds expertise and variety to an officer's work. Traffic officers are frequently some of the first officers to arrive to emergency calls for service, because they are often out in the field in commercial districts addressing motor vehicle safety. In addition, traffic officers ride nimble motorcycles that quickly navigate traffic and decrease their response times.

FY 2021-2022 HIGHLIGHTS

Prepared all department staff for stop reporting, pursuant to the Racial and Identity Profiling Act. (RIPA)
Transitioned crime reporting from Uniform Crime Reporting (UCR) to National Incident-Based Reporting System. (NIBRS)
Police personnel continued to deploy to address crime trends every day, despite significant staffing challenges combined with a return to pre-pandemic crime levels.

FY 2022-2023 FOCUS

Hire new employees to achieve authorized staffing levels.
Develop programs to improve retention of existing employees.
Reintroduce Traffic Safety Program by assigning a Traffic Officer.

POLICE DEPARTMENT BUDGET SUMMARY

Police Department Expenditures (2011, 2012, 2013)

	FY 2018-19 Actual	FY 2019-20 Actual	FY 2020-21 Actual	FY 2021-22 Amended	FY 2022-23 Proposed
All Funds					
General Fund (101)					
Personnel Services	\$10,145,543	\$10,334,946	\$9,769,826	\$10,136,681	\$10,813,534
Purchased Professional & Technical Services	\$1,269,477	\$1,315,407	\$1,228,473	\$1,400,000	\$1,328,500
Purchased Property Services	\$163,874	\$97,641	\$128,420	\$136,500	\$163,000
Other Purchased Services	\$249,101	\$206,071	\$228,191	\$274,592	\$325,200
Supplies	\$160,730	\$164,322	\$139,128	\$161,500	\$166,500
Property & Capital	\$131,182	\$79,730	\$133,977	\$140,000	\$190,000
Financing Costs	\$1,555	\$1,272	\$10,550	\$1,545	\$0
Total Expenditures	\$12,121,461	\$12,199,388	\$11,638,566	\$12,250,818	\$12,986,734
Asset Seizure Fund (208)					
Supplies	\$512	\$0	\$0	\$0	\$0
Property & Capital	\$0	\$10,175	\$0	\$0	\$0
Total Expenditures	\$512	\$10,175	\$0	\$0	\$0
Vehicle Abatement Fund (209)					
Purchased Property Services	\$0	\$0	\$0	\$11,330	\$11,330
Property & Capital	\$0	\$0	\$0	\$19,570	\$19,570
Total Expenditures	\$0	\$0	\$0	\$30,900	\$30,900
C.O.P.S. Grant Fund (Fund: 222)					
Purchased Professional & Technical Services	\$0	\$0	\$0	\$78,000	\$78,000
Other Purchased Services	\$0	\$0	\$0	\$45,000	\$45,000
Supplies	\$0	\$107,400	\$7,862	\$30,000	\$30,000
Property & Capital	(\$785)	\$0	\$0	\$0	\$0
Total Expenditures	(\$785)	\$107,400	\$7,862	\$153,000	\$153,000
Police Department Revenues					
General Fund (101)					
Fines & Forfeitures	\$203,227	\$213,294	\$129,908	\$120,000	\$120,000
Intergovernmental Revenues	\$361,358	\$324,708	\$13,940	\$20,000	\$20,000
Charges for Services	\$123,979	\$99,086	\$65,891	\$79,000	\$74,000
Other Revenue	\$112	\$156	\$116	\$0	\$0
Total Revenues	\$688,676	\$637,244	\$209,855	\$219,000	\$214,000
Asset Seizure Fund (208)					
Use of Money and Property	\$13,614	\$866	\$0	\$0	\$0

Total Revenues	\$13,614	\$866	\$0	\$0	\$0
Vehicle Abatement Fund (209)	FY 2018-19 Actual	FY 2019-20 Actual	FY 2020-21 Actual	FY 2021-22 Amended	FY 2022-23 Proposed
Intergovernmental Revenues	\$75,461	\$11,773	\$11,174	\$30,000	\$30,000
Total Revenues	\$75,461	\$11,773	\$11,174	\$30,000	\$30,000
C.O.P.S. Grant Fund (222)	FY 2018-19 Actual	FY 2019-20 Actual	FY 2020-21 Actual	FY 2021-22 Amended	FY 2022-23 Proposed
Intergovernmental Revenues	\$148,747	\$155,948	\$156,727	\$150,000	\$150,000
Revenue Totals	\$148,747	\$155,948	\$156,727	\$150,000	\$150,000
TOTAL DEPARTMENT EXPENDITURES	\$12,121,188	\$12,316,964	\$11,646,428	\$12,434,718	\$13,170,634
TOTAL DEPARTMENT REVENUES	\$926,498	\$805,830	\$377,755	\$399,000	\$394,000

Revenue Assumptions

The following provides General Fund revenue assumptions for projections over \$50,000 in the Department's budget. This includes Administration (20-11), Operations (20-12) and Investigations (20-13).

Revenue Assumptions (>\$50k)		
Account	Amount	Description
20-12-43010	\$60,000	Moving Vehicle Citations – No change.
20-12-43020	\$60,000	Parking Citations/Fines – No change.

Major Expenditures

The following table contains General Fund major expenditures in the department with an increase from the previous fiscal year in the amount of \$10,000 or above. This includes Administration (20-11), Operations (20-12) and Investigations (20-13).

Major Expenditures (>\$10k)		
Account	Amount	Description
20-11-52110	\$1,185,000	Contract and Regional Service Agreements, including Richmond Communications Center (\$812,000), Animal Control (\$198,023), East Bay Regional Communications (\$65,000), fingerprint connection services, building cleaning, psychological services, and shredding.
20-11-54240	\$144,300	Software: Body Worn Camera expenses, regional data sharing, transcription services, records management and computer aided dispatch, online reporting, employee scheduling, and planned crime mapping service.
20-12-53250	\$100,000	Vehicle and Equipment Maintenance - Covers expenses related to police vehicle and equipment repair and maintenance, and a pilot uniform cleaning program
20-12-56520	\$150,000	Vehicles - Expenses related to the purchase and outfitting of vehicles, typically 2 to 3 patrol vehicles and/or 1 to 2 support vehicles. Patrol cars can cost around \$50,000 with outfitting.

POLICE DEPARTMENT BUDGET DETAIL

Account Number	Account Description	FY2018-19 Actual	FY2019-20 Actual	FY2020-21 Actual	FY2021-22 Amended	FY2022-23 Proposed
Fund: 101 - General Fund						
REVENUES						
Department: 20 - Police						
Division: 11 - Police Administration						
<i>4500-Intergov'l - Intergovernmental Revenues</i>						
45540	POST Reimbursement	\$11,392	\$24,708	\$13,940	\$20,000	\$20,000
<i>Account Classification Total: 4500-Intergov'l - Intergovernmental Revenues</i>		\$11,392	\$24,708	\$13,940	\$20,000	\$20,000
<i>4600-Charges - Charges for Services</i>						
46210	Fingerprinting Services	\$26,495	\$26,514	\$16,496	\$25,000	\$20,000
46520	Program Fees	\$93,512	\$68,973	\$45,131	\$50,000	\$50,000
46910	Reproduction Fees	\$3,972	\$3,599	\$4,264	\$4,000	\$4,000
<i>Account Classification Total: 4600-Charges - Charges for Services</i>		\$123,979	\$99,086	\$65,891	\$79,000	\$74,000
<i>4800-Oth Revenu - Other Revenue</i>						
48990	Other Misc Revenue	\$52	\$156	\$91	\$0	\$0
<i>Account Classification Total: 4800-Oth Revenu - Other Revenue</i>		\$52	\$156	\$91	\$0	\$0
Division Total: 11 - Police Administration		\$135,423	\$123,950	\$79,922	\$99,000	\$94,000
Division: 12 - Police Operations						
<i>4300-Fines/Forf - Fines & Forfeitures</i>						
43010	Moving Vehicle Citations	\$79,210	\$150,187	\$71,495	\$60,000	\$60,000
43020	Parking Citations/Fines	\$124,018	\$63,107	\$58,413	\$60,000	\$60,000
<i>Account Classification Total: 4300-Fines/Forf - Fines & Forfeitures</i>		\$203,227	\$213,294	\$129,908	\$120,000	\$120,000
<i>4500-Intergov'l - Intergovernmental Revenues</i>						
45790	Other Local Reimbursement	\$3,126	\$0	\$0	\$0	\$0
45791	WCCSD SRO Reimbursements	\$346,840	\$300,000	\$0	\$0	\$0
<i>Account Classification Total: 4500-Intergov'l - Intergovernmental Revenues</i>		\$349,966	\$300,000	\$0	\$0	\$0
<i>4800-Oth Revenu - Other Revenue</i>						
48120	Contributions & Donations	\$0	\$0	\$25	\$0	\$0
48990	Other Misc Revenue	\$60	\$0	\$0	\$0	\$0
<i>Account Classification Total: 4800-Oth Revenu - Other Revenue</i>		\$60	\$0	\$25	\$0	\$0
Division Total: 12 - Police Operations		\$553,253	\$513,294	\$129,933	\$120,000	\$120,000
Department Total: 20 - Police		\$688,676	\$637,244	\$209,855	\$219,000	\$214,000
REVENUES Total		\$688,676	\$637,244	\$209,855	\$219,000	\$214,000

EXPENSES

Department: 20 - Police

Division: 11 - Police Administration

5100-Persn - Personnel

51110	Regular Salaries & Wages	\$1,111,200	\$1,210,002	\$920,387	\$923,480	\$1,137,275
51120	Part-Time Permanent Salaries & Wages	\$48,149	\$62,281	\$40,544	\$93,600	\$93,600
51200	PARS Contribution	\$0	\$24	\$0	\$0	\$0
51210	PERS Contributions	\$156,194	\$182,897	\$163,533	\$189,205	\$197,632

51211	PERS UAL	\$153,750	\$223,184	\$248,523	\$434,785	\$317,429
51220	FICA/Medicare	\$46,749	\$51,242	\$44,385	\$49,906	\$49,906
51230	Medical Benefits	\$223,049	\$242,367	\$194,250	\$200,283	\$207,292
51235	Life & LTD Insurance	\$16,622	\$12,424	\$10,665	\$8,657	\$8,916
51240	Workers Compensation Premiums	\$64,064	\$71,908	\$43,430	\$42,870	\$65,483
51140	Overtime Pay	\$43,462	\$20,708	\$22,970	\$25,000	\$25,000
51142	Straight OT	\$3,305	\$3,911	\$2,232	\$0	\$0
51150	Special Pay	\$63,468	\$73,767	\$81,817	\$64,548	\$64,548
51155	One-Time Payouts	\$11,762	\$22,291	\$90,441	\$0	\$0
51237	Allowances & Other Benefits	\$39,836	\$43,912	\$37,987	\$38,922	\$38,922

Account Classification Total: 5100-Persn - Personnel

\$1,981,608	\$2,220,917	\$1,901,165	\$2,071,256	\$2,206,003
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5200-Prof Svcs - Purchased Professional & Technical Services

52110	Collect & Admin Services	\$1,026,965	\$1,176,780	\$1,148,695	\$1,262,000	\$1,185,000
52190	Miscellaneous Prof Svcs	\$94,447	\$57,863	\$7,308	\$45,000	\$50,000
52210	Lab & Investigative Svcs	\$12,140	\$10,001	\$5,559	\$12,000	\$12,000
52230	Other Technical Services	\$670	\$0	\$44	\$0	\$0

Account Classification Total: 5200-Prof Svcs - Purchased Professional & Technical Services

\$1,134,222	\$1,244,645	\$1,161,606	\$1,319,000	\$1,247,000
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5300-Prop Svcs - Purchased Property Services

53110	Utilities-Energy	\$8,748	\$8,515	\$7,517	\$8,500	\$10,000
53230	Building Maint Services	\$27,545	\$21,098	\$53,379	\$37,000	\$37,000
53250	Vehicle & Equip Maint Svc	\$435	\$329	\$122	\$0	\$0
53290	Miscellaneous R&M Svcs	\$6,464	\$7,229	\$0	\$16,000	\$16,000
53990	Other Property Services	\$0	\$1,967	\$1,866	\$0	\$0

Account Classification Total: 5300-Prop Svcs - Purchased Property Services

\$43,193	\$39,137	\$62,884	\$61,500	\$63,000
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5400-Other Svcs - Other Purchased Services

54210	Telephone Expenses	\$15,283	\$13,801	\$18,304	\$15,000	\$15,000
54220	Mobile/Wireless Expenses	\$11,139	\$12,908	\$13,251	\$12,475	\$10,000
54230	Internet Services	\$7,630	\$5,547	\$5,410	\$20,522	\$20,500
54240	Software Licenses & Maintenance	\$35,662	\$28,465	\$80,751	\$97,800	\$144,300
54310	Legal Notices & Advertise	\$2,148	\$2,800	\$1,622	\$2,100	\$2,200
54410	Printing & Binding	\$13,723	\$8,655	\$2,367	\$9,000	\$9,000
54610	Travel & Training	\$134,598	\$119,664	\$93,202	\$100,000	\$100,000
54910	Dues & Subscriptions	\$1,505	\$2,810	\$1,675	\$3,090	\$3,200
54920	Events & Field Trips	\$22	\$0	\$15	\$0	\$0
54990	Other Administrative Svcs	\$6,130	\$2,289	\$1,054	\$3,605	\$10,000

Account Classification Total: 5400-Other Svcs - Other Purchased Services

\$227,842	\$196,939	\$217,651	\$263,592	\$314,200
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5500-Supplies - Supplies

55110	General Office Supplies	\$8,361	\$7,355	\$4,591	\$15,000	\$15,000
55120	Postage & Delivery	\$3,776	\$4,460	\$1,753	\$4,000	\$4,000
55130	Photocopying Charges	\$4,050	\$1,988	\$0	\$4,000	\$4,000
55210	Fuel	\$5,855	\$6,124	\$6,351	\$0	\$0
55220	Safety Supplies	\$8,092	\$10,030	\$69	\$0	\$0

55290	Other Operating Supplies	\$3,584	\$2,153	\$540	\$9,500	\$9,500
55520	Building Supplies	\$0	\$312	\$0	\$0	\$0
<i>Account Classification Total: 5500-Supplies - Supplies</i>		\$33,718	\$32,422	\$13,303	\$32,500	\$32,500
<i>5600-Prop & Cap - Property & Capital</i>						
56410	Office Equipment <\$10K	\$7,645	\$37,849	\$19,111	\$20,000	\$20,000
56520	Vehicles >\$10K	\$10,569	\$22	\$61	\$0	\$0
56710	Other Equipment <\$10K	\$19	\$3,667	\$227	\$10,000	\$10,000
<i>Account Classification Total: 5600-Prop & Cap - Property & Capital</i>		\$18,233	\$41,538	\$19,399	\$30,000	\$30,000
<i>5800-Financing - Financing Costs</i>						
58110	Principal Payments	\$0	\$0	\$7,677	\$0	\$0
58120	Interest Payments	\$0	\$0	\$1,692	\$0	\$0
58920	Bank & Credit Card Fees	\$1,555	\$1,272	\$1,180	\$1,545	\$0
<i>Account Classification Total: 5800-Financing - Financing Costs</i>		\$1,555	\$1,272	\$10,550	\$1,545	\$0
Division Total: 11 - Police Administration		\$3,440,370	\$3,776,870	\$3,386,559	\$3,779,393	\$3,892,703

Division: 12 - Police Operations

5100-Persn - Personnel

51110	Regular Salaries & Wages	\$3,611,071	\$3,583,478	\$3,368,644	\$3,172,052	\$3,180,067
51120	Part-Time Permanent Salaries & Wages	\$51,634	\$32,963	\$7,248	\$10,000	\$10,000
51200	PARS Contribution	\$19	\$0	\$0	\$0	\$0
51210	PERS Contributions	\$565,515	\$587,005	\$612,580	\$547,379	\$571,761
51211	PERS UAL	\$796,771	\$775,684	\$863,751	\$739,029	\$1,103,238
51220	FICA/Medicare	\$67,381	\$66,897	\$60,766	\$54,200	\$54,200
51230	Medical Benefits	\$544,406	\$555,843	\$549,558	\$475,135	\$491,764
51235	Life & LTD Insurance	\$38,185	\$35,407	\$31,376	\$24,709	\$25,450
51240	Workers Compensation Premiums	\$208,090	\$218,624	\$147,705	\$111,462	\$174,620
51140	Overtime Pay	\$421,070	\$472,554	\$290,867	\$350,000	\$350,000
51142	Straight OT	\$2,238	\$2,938	\$2,081	\$3,120	\$3,120
51150	Special Pay	\$121,375	\$107,380	\$103,417	\$97,496	\$97,496
51155	One-Time Payouts	\$75,775	\$91,186	\$61,918	\$0	\$0
51237	Allowances & Other Benefits	\$157,169	\$151,611	\$164,961	\$148,370	\$148,370
51242	Workers Compensation Pay (In Lieu of Salary)	\$13,932	\$50,371	\$18,547	\$0	\$0
<i>Account Classification Total: 5100-Persn - Personnel</i>		\$6,674,631	\$6,731,941	\$6,283,420	\$5,732,952	\$6,210,086

5200-Prof Svcs - Purchased Professional & Technical Services

52110	Collect & Admin Services	\$66,705	\$0	\$0	\$0	\$0
52190	Miscellaneous Prof Svcs	\$1,826	\$51	\$0	\$2,000	\$2,000
52230	Other Technical Services	\$904	\$1,824	\$763	\$2,000	\$2,500
<i>Account Classification Total: 5200-Prof Svcs - Purchased Professional & Technical Services</i>		\$69,435	\$1,875	\$763	\$4,000	\$4,500

5300-Prop Svcs - Purchased Property Services

53230	Building Maint Services	\$0	\$0	\$1,419	\$0	\$0
53250	Vehicle & Equip Maint Svc	\$120,691	\$58,503	\$63,512	\$75,000	\$100,000
<i>Account Classification Total: 5300-Prop Svcs - Purchased Property Services</i>		\$120,691	\$58,503	\$64,930	\$75,000	\$100,000

5400-Other Svcs - Other Purchased Services

54220	Mobile/Wireless Expenses	\$10	\$0	\$0	\$0	\$0
54240	Software Licenses & Maintenance	\$20	\$0	\$70	\$0	\$0
54410	Printing & Binding	\$43	\$212	\$0	\$0	\$0
54610	Travel & Training	\$10,473	\$2,487	\$5,440	\$0	\$0
54920	Events & Field Trips	\$0	\$19	\$0	\$0	\$0
54990	Other Administrative Svcs	\$3,505	\$4,204	\$3,457	\$6,000	\$6,000
<i>Account Classification Total: 5400-Other Svcs - Other Purchased Services</i>		\$14,051	\$6,923	\$8,967	\$6,000	\$6,000

5500-Supplies - Supplies

55110	General Office Supplies	\$132	\$411	\$140	\$0	\$0
55120	Postage & Delivery	\$13	\$0	\$27	\$0	\$0
55210	Fuel	\$65,421	\$65,577	\$69,048	\$70,000	\$75,000
55220	Safety Supplies	\$49,681	\$59,965	\$47,319	\$50,000	\$50,000
55230	Medical Supplies	\$0	\$0	\$560	\$0	\$0
55250	Vehicle & Equip Supplies	\$55	\$0	\$203	\$0	\$0
55290	Other Operating Supplies	\$8,433	\$2,579	\$5,738	\$9,000	\$9,000
<i>Account Classification Total: 5500-Supplies - Supplies</i>		\$123,735	\$128,533	\$123,034	\$129,000	\$134,000

5600-Prop & Cap - Property & Capital

56410	Office Equipment <\$10K	\$0	\$0	\$2,825	\$0	\$0
56520	Vehicles >\$10K	\$112,109	\$26,542	\$109,623	\$100,000	\$150,000
56710	Other Equipment <\$10K	\$840	\$11,650	\$2,129	\$10,000	\$10,000
<i>Account Classification Total: 5600-Prop & Cap - Property & Capital</i>		\$112,949	\$38,193	\$114,578	\$110,000	\$160,000

Division Total: 12 - Police Operations

\$7,115,492 \$6,965,967 \$6,595,693 \$6,056,952 \$6,614,586

Division: 13 - Police Investigations

5100-Persn - Personnel

51110	Regular Salaries & Wages	\$805,387	\$614,251	\$760,521	\$1,201,210	\$1,242,501
51210	PERS Contributions	\$128,672	\$123,974	\$155,450	\$231,798	\$242,123
51211	PERS UAL	\$198,701	\$307,915	\$342,874	\$425,904	\$437,941
51220	FICA/Medicare	\$11,992	\$10,394	\$12,219	\$19,155	\$19,155
51230	Medical Benefits	\$120,438	\$110,522	\$126,426	\$196,430	\$203,305
51235	Life & LTD Insurance	\$7,505	\$6,259	\$6,186	\$9,538	\$9,824
51240	Workers Compensation Premiums	\$37,378	\$33,151	\$21,750	\$38,583	\$32,741
51140	Overtime Pay	\$77,354	\$94,803	\$68,928	\$90,000	\$90,000
51142	Straight OT	\$451	\$0	\$1,377	\$0	\$0
51150	Special Pay	\$31,041	\$41,897	\$36,728	\$54,078	\$54,078
51155	One-Time Payouts	\$37,710	\$11,734	\$14,234	\$0	\$0
51237	Allowances & Other Benefits	\$32,675	\$27,187	\$38,548	\$65,777	\$65,777
<i>Account Classification Total: 5100-Persn - Personnel</i>		\$1,489,303	\$1,382,088	\$1,585,241	\$2,332,473	\$2,397,445

5200-Prof Svcs - Purchased Professional & Technical Services

52190	Miscellaneous Prof Svcs	\$6,289	\$4,312	\$7,021	\$7,000	\$7,000
52210	Lab & Investigative Svcs	\$59,531	\$64,574	\$59,083	\$70,000	\$70,000
<i>Account Classification Total: 5200-Prof Svcs - Purchased Professional & Technical Services</i>		\$65,820	\$68,887	\$66,104	\$77,000	\$77,000

5300-Prop Svcs - Purchased Property Services

53250	Vehicle & Equip Maint Svc	(\$10)	\$0	\$605	\$0	\$0
<i>Account Classification Total: 5300-Prop Svcs - Purchased Property Services</i>		(\$10)	\$0	\$605	\$0	\$0
<i>5400-Other Svcs - Other Purchased Services</i>						
54610	Travel & Training	\$800	\$650	\$640	\$0	\$0
54910	Dues & Subscriptions	\$595	\$0	\$595	\$0	\$0
54990	Other Administrative Svcs	\$5,814	\$1,559	\$337	\$5,000	\$5,000
<i>Account Classification Total: 5400-Other Svcs - Other Purchased Services</i>		\$7,209	\$2,209	\$1,572	\$5,000	\$5,000
<i>5500-Supplies - Supplies</i>						
55210	Fuel	\$2,211	\$2,197	\$2,341	\$0	\$0
55220	Safety Supplies	\$0	\$186	\$0	\$0	\$0
55290	Other Operating Supplies	\$1,065	\$985	\$450	\$0	\$0
<i>Account Classification Total: 5500-Supplies - Supplies</i>		\$3,276	\$3,368	\$2,791	\$0	\$0
Division Total: 13 - Police Investigations		\$1,565,599	\$1,456,552	\$1,656,314	\$2,414,473	\$2,479,445
Department Total: 20 - Police		\$12,121,461	\$12,199,388	\$11,638,566	\$12,250,818	\$12,986,734
EXPENSES Total		\$12,121,461	\$12,199,388	\$11,638,566	\$12,250,818	\$12,986,734
Fund REVENUE	Total: 101 - General Fund	\$688,676	\$637,244	\$209,855	\$219,000	\$214,000
Fund EXPENSE	Total: 101 - General Fund	\$12,121,461	\$12,199,388	\$11,638,566	\$12,250,818	\$12,986,734
Fund Total: 101 - General Fund		(\$11,432,785)	(\$11,562,145)	(\$11,428,711)	(\$12,031,818)	(\$12,772,734)

Fund: 208 - Asset Seizure Fund

REVENUES

Department: 20 - Police

Division: 11 - Police Administration

4400-Use of Prp - Use of Money and Property

44920	Unclaimed Assets	\$13,614	\$866	\$0	\$0	\$0
<i>Account Classification Total: 4400-Use of Prp - Use of Money and Property</i>		\$13,614	\$866	\$0	\$0	\$0
Division Total: 11 - Police Administration		\$13,614	\$866	\$0	\$0	\$0
Department Total: 20 - Police		\$13,614	\$866	\$0	\$0	\$0
REVENUES Total		\$13,614	\$866	\$0	\$0	\$0

EXPENSES

Department: 20 - Police

Division: 11 - Police Administration

5600-Prop & Cap - Property & Capital

56710	Other Equipment <\$10K	\$0	\$10,175	\$0	\$0	\$0
<i>Account Classification Total: 5600-Prop & Cap - Property & Capital</i>		\$0	\$10,175	\$0	\$0	\$0
Division Total: 11 - Police Administration		\$0	\$10,175	\$0	\$0	\$0
Division: 12 - Police Operations						
<i>5500-Supplies - Supplies</i>						
55290	Other Operating Supplies	\$512	\$0	\$0	\$0	\$0
<i>Account Classification Total: 5500-Supplies - Supplies</i>		\$512	\$0	\$0	\$0	\$0
Division Total: 12 - Police Operations		\$512	\$0	\$0	\$0	\$0
Department Total: 20 - Police		\$512	\$10,175	\$0	\$0	\$0
EXPENSES Total		\$512	\$10,175	\$0	\$0	\$0

Fund REVENUE	Total: 208 - Asset Seizure Fund	\$13,614	\$866	\$0	\$0	\$0
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Fund EXPENSE Total: 208 - Asset Seizure Fund		\$512	\$10,175	\$0	\$0	\$0
Fund Total: 208 - Asset Seizure Fund		\$13,103	(\$9,310)	\$0	\$0	\$0
Fund: 209 - Vehicle Abatement Fund						
REVENUES						
Department: 20 - Police						
Division: 11 - Police Administration						
4500-Intergov'l - Intergovernmental Revenues						
45510	Abandoned Vehicle Abatem	\$75,461	\$11,773	\$11,174	\$30,000	\$30,000
Account Classification Total: 4500-Intergov'l - Intergovernmental Revenues		\$75,461	\$11,773	\$11,174	\$30,000	\$30,000
Division Total: 11 - Police Administration		\$75,461	\$11,773	\$11,174	\$30,000	\$30,000
Department Total: 20 - Police		\$75,461	\$11,773	\$11,174	\$30,000	\$30,000
REVENUES Total		\$75,461	\$11,773	\$11,174	\$30,000	\$30,000
EXPENSES						
Department: 20 - Police						
Division: 12 - Police Operations						
5300-Prop Svcs - Purchased Property Services						
53250	Vehicle & Equip Maint Svc	\$0	\$0	\$0	\$11,330	\$11,330
Account Classification Total: 5300-Prop Svcs - Purchased Property Services		\$0	\$0	\$0	\$11,330	\$11,330
5600-Prop & Cap - Property & Capital						
56510	Vehicles <\$10K	\$0	\$0	\$0	\$19,570	\$19,570
Account Classification Total: 5600-Prop & Cap - Property & Capital		\$0	\$0	\$0	\$19,570	\$19,570
Division Total: 12 - Police Operations		\$0	\$0	\$0	\$30,900	\$30,900
Department Total: 20 - Police		\$0	\$0	\$0	\$30,900	\$30,900
EXPENSES Total		\$0	\$0	\$0	\$30,900	\$30,900
Fund REVENUE	Total: 209 - Vehicle Abatement Fund	\$75,461	\$11,773	\$11,174	\$30,000	\$30,000
Fund EXPENSE	Total: 209 - Vehicle Abatement Fund	\$0	\$0	\$0	\$30,900	\$30,900
Fund Total: 209 - Vehicle Abatement Fund		\$75,461	\$11,773	\$11,174	(\$900)	(\$900)
Fund: 222 - C.O.P.S. Grant Fund						
REVENUES						
Department: 20 - Police						
Division: 12 - Police Operations						
4500-Intergov'l - Intergovernmental Revenues						
45440	State Grant-Operating	\$148,747	\$155,948	\$156,727	\$150,000	\$150,000
Account Classification Total: 4500-Intergov'l - Intergovernmental Revenues		\$148,747	\$155,948	\$156,727	\$150,000	\$150,000
Division Total: 12 - Police Operations		\$148,747	\$155,948	\$156,727	\$150,000	\$150,000
Department Total: 20 - Police		\$148,747	\$155,948	\$156,727	\$150,000	\$150,000
REVENUES Total		\$148,747	\$155,948	\$156,727	\$150,000	\$150,000
EXPENSES						
Department: 20 - Police						
Division: 11 - Police Administration						
5200-Prof Svcs - Purchased Professional & Technical Services						
52110	Collect & Admin Services	\$0	\$0	\$0	\$78,000	\$78,000
Account Classification Total: 5200-Prof Svcs - Purchased Professional & Technical Services		\$0	\$0	\$0	\$78,000	\$78,000
5400-Other Svcs - Other Purchased Services						

54240	Software Licenses & Maintenance	\$0	\$0	\$0	\$45,000	\$45,000
<i>Account Classification Total: 5400-Other Svcs - Other Purchased Services</i>		\$0	\$0	\$0	\$45,000	\$45,000
Division Total: 11 - Police Administration		\$0	\$0	\$0	\$123,000	\$123,000
Division: 12 - Police Operations						
<i>5500-Supplies - Supplies</i>						
55220	Safety Supplies	\$0	\$107,400	\$7,862	\$30,000	\$30,000
<i>Account Classification Total: 5500-Supplies - Supplies</i>		\$0	\$107,400	\$7,862	\$30,000	\$30,000
<i>5600-Prop & Cap - Property & Capital</i>						
56720	Other Equipment >\$10K	(\$785)	\$0	\$0	\$0	\$0
<i>Account Classification Total: 5600-Prop & Cap - Property & Capital</i>		(\$785)	\$0	\$0	\$0	\$0
Division Total: 12 - Police Operations		(\$785)	\$107,400	\$7,862	\$30,000	\$30,000
Department Total: 20 - Police		(\$785)	\$107,400	\$7,862	\$153,000	\$153,000
EXPENSES Total		(\$785)	\$107,400	\$7,862	\$153,000	\$153,000
Fund REVENUE	Total: 222 - C.O.P.S. Grant Fund	\$148,747	\$155,948	\$156,727	\$150,000	\$150,000
Fund EXPENSE	Total: 222 - C.O.P.S. Grant Fund	(\$785)	\$107,400	\$7,862	\$153,000	\$153,000
Fund Total: 222 - C.O.P.S. Grant Fund		\$149,532	\$48,547	\$148,865	(\$3,000)	(\$3,000)
REVENUE GRAND Totals:		\$926,498	\$805,830	\$377,755	\$399,000	\$394,000
EXPENSE GRAND Totals:		\$12,121,188	\$12,316,964	\$11,646,428	\$12,434,718	\$13,170,634



SECTION 8:

PUBLIC WORKS DEPARTMENT

The mission of the Public Works Department is to maintain, operate, develop, design, and construct public infrastructure, buildings, parks, landscapes, natural areas, integrated waste services, and environmental programs that are of vital importance to a sustainable and resilient community and to the public health, safety and well-being of the people who live, work, and visit in El Cerrito.

DEPARTMENT OVERVIEW

The Public Works Department provides professional, timely, and effective service to the community as follows:

- Maintain, rehabilitate and improve public facilities and infrastructure including streets, sidewalks, multi-modal transportation facilities, parks, play fields, open space, paths and trails, public landscapes, urban forest, storm drains, creeks, stormwater treatment facilities, and public buildings.
- Operate and oversee the City's recycling collection and integrated waste management programs and services.
- Develop, implement and monitor the City's environmental stewardship and sustainability initiatives, policies, programs, projects and community engagement.
- Coordinate and oversee the activities of utility companies, private developers, and property owners within the public right-of-way.
- Conduct emergency planning and response providing all-hour, on-call response to flooding, vehicle accidents, illicit discharges and spills, downed tree limbs, and other urgent maintenance needs.
- Provide liaison efforts with a myriad of organizations and agencies to access state and regional resources and influence regional policies to the benefit of El Cerrito.
- Ensure compliance with various state, federal and regional regulations governing Department operations.
- Support various departments in reviewing and implementing projects, programs and special events that deepen a sense of place and foster environmental and economic sustainability Citywide.

The Department is operated utilizing a variety of funds including the General Fund, Gas Tax Fund, National Pollutant Discharge Elimination System (NPDES) Fund, Landscaping and Lighting Assessment District (LLAD) Fund, Measure J County Transportation-Return to Source Fund, Measure J Storm Drain Fund, Measure A Street Improvement Fund, Senate Bill 1-Road Repair and Accountability Act Fund, Integrated Waste Management Fund, and, most recently, the Measure H Park & Recreation Facilities Fund.

Organizational Structure

The Public Works Department consists of two Divisions: the Engineering Division, which operates from City Hall; and the Operations + Environmental Services Division (OESD), which operates from the Recycling + Environmental Resource Center (RERC) and the Corporation Yard.

Engineering Division

The Engineering Division's primary responsibilities are to plan, design, and construct improvements to public facilities and infrastructure, and oversee work done by other entities in the public right-of-way. Core service areas include:

- Capital Improvement Program (CIP) – assess needs, plan improvements, develop budgets, identify funding opportunities, oversee design and construction of public facilities and infrastructure improvements.
- Engineering Permits and Utility Coordination – review plans, issue permits and perform inspections for work and oversize transportation affecting the public right of way as performed by property owners, utility companies, private contractors and outside agencies.
- Street and Multi-Modal Transportation Services – *Bicycle, Pedestrian and ADA Programs*: evaluate and implement bicycle, pedestrian, safe routes to school and ADA projects and programs including those contained in the El Cerrito Active Transportation Plan and ADA Transition Plan, and convene and oversee the ADA Advisory Group. *Traffic Engineering*: perform traffic engineering and parking analyses and implement modifications and upgrades for existing traffic control and parking; *Pavement Management Program (PMP)*: update the City's PMP database, develop projects as part of the Measure A Street Improvement Program, and serve as Staff Liaison to the Citizens Street Oversight Committee. *Transportation Planning*: participate in regional transportation policy setting and funding forums to support City goals including collaboration with the Contra Costa Transportation Authority (CCTA), West Contra Costa Transportation Advisory Committee (WCCTAC), Metropolitan Transportation Commission, Caltrans, BART, and other transit agencies; and provide City staff representative on the CCTA Technical Coordinating Committee (TCC) and WCCTAC Technical Advisory Group (TAC).
- Land Development/Community Development Support – assist the Community Development Department by performing plan review and inspection of private development for subdivisions, site plans, grading, storm drainage and stormwater treatment and control; and provide engineering review and related support services for large private development, citywide planning and regional projects.
- Utility and Interagency Coordination – coordinate with outside agencies and utilities including Stege Sanitary, EBMUD, PG&E, AT&T, and Contra Costa County City-County Engineering Advisory Committee (CCEAC) to provide and improve various infrastructure systems within the City; and provide City staff representative on the CCEAC.
- Grant Management – apply for grants to leverage existing City resources and manage various regional, state and federal grants including applications, reporting and reimbursement requests.

Operations + Environmental Services Division

OESD's primary responsibility includes developing and managing operations, programs and policies that maintain and improve public spaces, infrastructure, and environmental quality in the City.

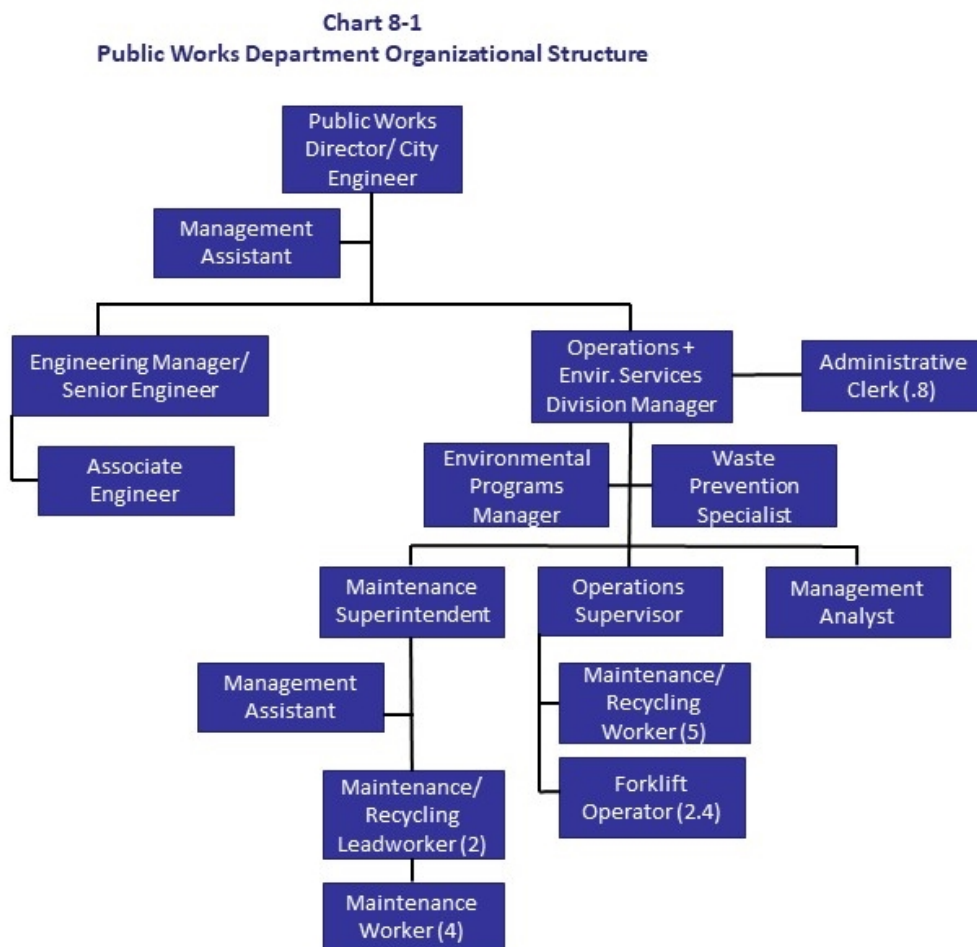
Core service areas include:

- Maintenance of Public Facilities, Infrastructure and Landscapes – on-going maintenance and operations of public buildings, parks, open space, landscaping, urban forest, irrigation systems,

sidewalks, streets, trails, streetlights, storm drains, creeks, stormwater treatment facilities, and traffic signals, signs and pavement markings.

- Recycling Collection and Integrated Waste Management – On-going management and operations of the City’s award-winning Recycling + Environmental Resource Center and curbside recycling collection program, City's garbage and green-waste franchise hauler and post-collection agreements, AB939 and SB1383 compliance, participation in RecycleMore, and other waste management and diversion programs.
- Clean Water Program/National Pollutant Discharge Elimination System – management, implementation and monitoring of the Clean Water Program, including compliance and reissuance of the Municipal Regional Permit, street sweeping, trash load reduction, commercial inspection, Integrated Pest Management (IPM), Green Infrastructure (GI), and Mercury Control/PCBs control.
- Trash/Debris and Graffiti Abatement – on-going clean-up and removal of illegally dumped waste, litter and graffiti found on public facilities and landscapes, and coordination with Community Development Code Enforcement, Police and County to address illegal activities as well as address public health and safety risks arising from homeless encampments.
- Environmental Sustainability – Foster citywide environmental sustainability through development, implementation and monitoring of policies, programs, and projects; and monitor and update the Climate Action Plan.
- Community Engagement– lead community engagement events that involve and educate El Cerrito residents and businesses, through management and/or support of volunteer environmental stewardship activities, such as monthly work parties at Baxter Creek, Arbor Day, periodic Green Team clean-ups, the City’s annual Earth Day Celebration, Hillside Festival, and activities led by local non-profit organizations as well as monthly e-newsletter and other other materials. The Division also provides staff liaison support to the Environmental Quality Committee (EQC) and the Urban Forest Committee (UFC).
- Emergency Response – all-hours, on-call response to emergencies involving public facilities and infrastructure including response to flooding, vehicle accidents, illicit discharges and spills, downed trees and limbs, and other urgent maintenance and repair needs.

Public Works’ organizational structure is shown in **Chart 8-1**:



Position Listing

Table 8-1 shows position listings for Public Works Department. This table reflects elimination of Engineering Technician, which involved a layoff in mid-year FY 2020-21 as a part of budget reductions. Additionally, although not an increase to the number of positions, 50% of Management Analyst position is proposed to be allocated to the General Fund. At mid-year in FY 2021-22, the City Council approved General Fund support for this position to be partially restored to a 25% level for some environmental and maintenance related work, with the remaining funding from the Integrated Waste Management Fund. Restoring the General Fund support at a 50% level will allow for the Management Analyst to work on a larger range of environmental sustainability initiatives, specifically work on update and implementation of the Climate Action Plan.

Another personnel item not specifically shown here, but being requested as a line item budget increase, is to restore the Part-Time Maintenance Worker position, which was part of a layoff in mid-year FY 2020-21. This position previously focused on weed abatement on City easements, medians, and various City properties, and will help offset increasing demands on Maintenance staff related to clean-up of homeless encampments.

Table 8-1
Public Works Position Listing

PUBLIC WORKS DEPARTMENT	FY 2018-19	FY 2019-20	FY 2020-21	FY 2021-22	FY 2022-23
Management Analyst	1	1	1	1	1
Administrative Clerk	0.8	0.8	0.8	0.8	0.8
Associate Engineer	1	1	1	1	1
Engineering Technician	1	1	1	0	0
Environmental Programs Manager	1	1	1	1	1
Operations + Enviro. Services Manager	1	1	1	1	1
Forklift Operator	2.4	2.4	2.2	2.4	2.4
Maintenance Services Lead worker	2	2	2	2	2
Maintenance Services Superintendent	1	1	1	1	1
Maintenance Worker	4	4	4	4	4
Management Assistant	2	2	2	2	2
Public Works Director/City Engineer	1	1	1	1	1
Recycling Maintenance Worker	4	4	4	4	5
Recycling Operations Supervisor	1	1	1	1	1
Senior Engineer/Engineering Manager	1	1	1	1	1
Waste Prevention Specialist	1	1	1	1	1
PUBLIC WORKS DEPARTMENT TOTAL	25.2	25.2	25.0	24.2	25.2

FY 2021-2022 HIGHLIGHTS

Issuance of just over 760 Encroachment Permits in 2021, a 50% increase over average for prior three years and numerous inspections for large infrastructure projects by PG&E, EBMUD, Stege, AT&T, and development projects, and continued coordination with EBMUD on the Wildcat Pipeline Project including planning for temporary traffic control and pavement restoration particularly along Richmond Street.

Completion of several Capital Improvement Projects including 2021 Slurry Seal, 2021 Sidewalk Repairs, San Pablo Avenue & Wall Avenue Crosswalk Safety Improvements, Central Avenue & San Diego Street Pedestrian Crossing Improvements, Gladys-El Dorado-B Street Improvements and San Pablo Avenue Stormwater Spine Project, as well as several urgent facility repairs including roof and sewer lateral repairs at the Public Safety Building and City Hall server room air conditioning system.

Continued implementation and support for update of the San Pablo Avenue Specific Plan, including completion of the preliminary engineering phase for El Cerrito Del Norte Transit-Oriented Development (TOD) Complete Streets Project with Caltrans approval of the Project Study Report/Project Report and successful grant application for just under \$2 million from the State Affordable Housing & Sustainable Communities Program, and assistance to Community Development with the El Cerrito Plaza BART development and related parking and access studies.

Adoption of an Expanded Foodware Ordinance that supports the City's goals relating to waste reduction, climate action, and stormwater quality.

Implementation of activities to comply with increasing state mandates related to integrated waste management, including adoption of an enforceable ordinance that integrates the requirements of SB 1383 (Short-Lived Climate Pollutants: Organic Waste Methane Emissions Reductions), plus negotiation and execution of a new Franchise Agreement with East Bay Sanitary, Inc. to continue providing trash and organic waste collection services in El Cerrito, while providing service enhancements to the community, with no increase in solid waste rates.

Navigated and fulfilled complex regulatory requirements relating to the City's NPDES Clean Water Program, operations at the El Cerrito Recycling Center, e-waste and household hazardous waste collection, operations of the City's fueling station and City facilities, and maintenance of City creeks.

Increased efforts related to homelessness including regular interdepartmental coordination, new standard operating procedures for identifying resources for individuals experiencing homelessness, addressing public health and safety issues at encampments, and conducting seven significant clean-up efforts along the Ohlone Greenway.

Successful procurement and contracting for services to resurface the tennis courts at Cerrito Vista, remove sidewalk trip hazards, address Immediate Work Priorities from the Parks and Recreation Facilities Master Plan, and maintain City parks, streetlights and traffic control devices, and the urban forest.

FY 2022-2023 FOCUS

Stabilize Encroachment Permit functions given reduced staffing and evaluate staffing level and organization; fully implement new cloud-based permit system, including online portal, to improve efficiencies in permitting and inspection; streamline permit process, in particular for large utilities companies using annual/programmatic permits; and address backlog and updates related to records retention using technical and additional support.

Begin activities to comply with a reissued Clean Water Program National Pollutant Discharge Elimination System (NPDES) Municipal Regional Permit effective July 2022 that will include a variety of increasing State mandates; and continue compliance activities for SB 1383, including entering into a Memorandum of Understanding with RecycleMore to delegate certain responsibilities, coordinating with RecycleMore and East Bay Sanitary to complete required activities, and coordinating a Citywide switch to color-compliant solid waste containers

Update the City's Climate Action Plan, with community input, setting greenhouse gas reduction targets that align with the State and identifying specific strategies for how the City and community can reach those targets.

Develop a plan to address deferred maintenance Citywide, including what staffing and financial resources will be needed to implement a successful program; plan to purchase/replace needed equipment in Public Works, including an electric forklift, a backhoe, a bucket truck, and/or a wood chipper.

Bid and begin construction of several capital improvement projects including the 2022 Slurry Seal Project, 2022 Access Modifications - Street and Sidewalks, and El Cerrito Del Norte TOD Complete Streets Project; complete a variety of priority repairs for buildings and infrastructure including guardrails, paths, storm drains, and roofs as funding allows; complete design for HNA Wayfinding Signs Project and Arlington Park Improvements; and begin development of Local Roadway Safety Plan and Pavement Management Program update.

Complete recycling operations and outsourcing evaluation; begin evaluation of post-collection procurement options; and adopt an ordinance or enforceable mechanism to comply with State Assembly Bill 1276, which requires foodware accessories and condiments to only be provided upon request.

PUBLIC WORKS BUDGET SUMMARY

Public Works Expenditures (1080, 3020, 3030)

	FY 2018-19 Actual	FY 2019-20 Actual	FY 2020-21 Actual	FY 2021-22 Amended	FY 2022-23 Proposed
All Funds					
General Fund (101)					
Personnel Services	\$688,714	\$768,809	\$677,846	\$696,797	\$856,721
Purchased Professional & Technical Services	\$156,889	\$31,001	\$30,196	\$139,400	\$160,564
Purchased Property Services	\$926,869	\$943,523	\$642,834	\$1,027,400	\$1,091,680
Other Purchased Services	\$50,780	\$52,361	\$50,790	\$70,588	\$67,952
Supplies	\$53,636	\$50,516	\$29,394	\$45,500	\$56,251
Property & Capital	\$95,458	\$9,209	\$10,740	\$8,500	\$45,500
Financing Costs	\$19,576	\$24,465	\$25,858	\$29,300	\$28,552
Total Expenditures	\$1,991,923	\$1,879,884	\$1,467,656	\$2,017,485	\$2,307,220
	FY 2018-19 Actual	FY 2019-20 Actual	FY 2020-21 Actual	FY 2021-22 Amended	FY 2022-23 Proposed
Gas Tax Fund (201)					
Personnel Services	\$273,772	\$309,872	\$261,973	\$245,694	\$319,521
Purchased Professional & Technical Services	\$38,470	\$3,166	\$3,275	\$42,900	\$43,016
Purchased Property Services	\$130,603	\$149,188	\$96,232	\$129,100	\$184,416
Supplies	\$1,106	\$0	\$0	\$0	\$0
Other Financing Uses	\$101,000	\$0	\$100,000	\$102,000	\$106,080
Total Expenditures	\$544,951	\$462,225	\$461,480	\$519,694	\$653,033
	FY 2018-19 Actual	FY 2019-20 Actual	FY 2020-21 Actual	FY 2021-22 Amended	FY 2022-23 Proposed
National Pollution Discharge Elimination System Fund (202)					
Personnel Services	\$180,412	\$190,056	\$199,355	\$224,104	\$255,274
Purchased Professional & Technical Services	\$19,915	\$8,856	\$6,295	\$16,500	\$22,000
Purchased Property Services	\$7,826	\$51,491	\$32,523	\$35,600	\$37,024
Other Purchased Services	\$2,811	\$963	\$2,752	\$5,100	\$5,304
Supplies	\$96	\$0	\$11	\$0	\$0
Financing Costs	\$9,118	\$9,137	\$10,250	\$10,500	\$15,000
Other Financing Uses	\$75,300	\$77,559	\$75,000	\$75,000	\$75,000
Total Expenditures	\$295,478	\$338,062	\$326,186	\$366,804	\$409,602
	FY 2018-19 Actual	FY 2019-20 Actual	FY 2020-21 Actual	FY 2021-22 Amended	FY 2022-23 Proposed
Land & Light Assessment District Fund (203)					
Personnel Services	\$159,232	\$177,165	\$154,367	\$176,355	\$173,535
Purchased Professional & Technical Services	\$18,268	\$17,269	\$16,585	\$15,300	\$15,912
Purchased Property Services	\$343,020	\$329,516	\$291,542	\$396,900	\$400,152
Other Purchased Services	\$7,089	\$962	\$945	\$2,100	\$2,184
Supplies	\$36,987	\$27,236	\$21,684	\$20,000	\$25,800
Other Financing Uses	\$160,750	\$160,750	\$160,000	\$163,200	\$163,200
Total Expenditures	\$725,345	\$712,898	\$645,123	\$773,855	\$780,783

Measure J-Return to Source Fund (204)	FY 2018-19 Actual	FY 2019-20 Actual	FY 2020-21 Actual	FY 2021-22 Amended	FY 2022-23 Proposed
Personnel Services	\$158,431	\$179,299	\$124,975	\$114,087	\$152,774
Purchased Professional & Technical Services	\$10,903	\$12,114	\$7,644	\$10,300	\$10,712
Purchased Property Services	\$104,059	\$101,175	\$75,797	\$126,200	\$114,484
Other Purchased Services	\$48,669	\$50,578	\$50,578	\$51,000	\$52,960
Supplies	\$25,479	\$27,689	\$0	\$0	\$0
Other Financing Uses	\$83,000	\$84,396	\$83,000	\$104,300	\$106,872
Total Expenditures	\$430,540	\$455,251	\$341,993	\$405,887	\$437,802
Measure J Storm Drain Fund (205)	FY 2018-19 Actual	FY 2019-20 Actual	FY 2020-21 Actual	FY 2021-22 Amended	FY 2022-23 Proposed
Personnel Services	\$329,761	\$351,666	\$311,436	\$314,913	\$355,451
Purchased Professional & Technical Services	\$15,093	\$11,502	\$10,503	\$12,200	\$12,688
Purchased Property Services (9050)	\$37,966	\$25,976	\$33,275	\$40,000	\$31,600
Supplies	\$4,095	\$2,638	\$681	\$5,000	\$15,000
Other Financing Uses	\$74,000	\$76,220	\$74,000	\$74,000	\$74,000
Total Expenditures	\$460,916	\$468,002	\$429,894	\$446,113	\$488,739
Measure H Parcel Tax Fund (207)	FY 2018-19 Actual	FY 2019-20 Actual	FY 2020-21 Actual	FY 2021-22 Amended	FY 2022-23 Proposed
Purchased Professional & Technical Services (3030)	\$0	\$0	\$255,941	\$239,800	\$149,410
Total Expenditures	\$0	\$0	\$255,941	\$239,800	\$149,410
Street Improvement & Maintenance Fund (211)	FY 2018-19 Actual	FY 2019-20 Actual	FY 2020-21 Actual	FY 2021-22 Amended	FY 2022-23 Proposed
Personnel Services (3020 & 3030)	\$91,478	\$109,294	\$99,831	\$116,608	\$114,580
Other Purchased Services	\$60	\$0	\$360	\$0	\$0
Total Expenditures	\$91,538	\$109,294	\$100,191	\$116,608	\$114,580
SB1 Road Maintenance (212)	FY 2018-19 Actual	FY 2019-20 Actual	FY 2020-21 Actual	FY 2021-22 Amended	FY 2022-23 Proposed
Purchased Property Services	\$136,627	\$102,027	\$121,714	\$163,200	\$175,000
Supplies	\$0	\$2,820	\$12,045	\$35,800	\$37,232
Total Expenditures	\$136,627	\$104,847	\$133,759	\$199,000	\$212,232
Capital Improvement Fund (301)	FY 2018-19 Actual	FY 2019-20 Actual	FY 2020-21 Actual	FY 2021-22 Amended	FY 2022-23 Proposed
Personnel Services	\$7,338	\$0	\$19,745	\$0	\$0
Supplies	\$0	\$0	\$0	\$0	\$0
Total Expenditures	\$7,338	\$0	\$19,745	\$0	\$0
Integrated Waste Mgmt Fund (501)	FY 2018-19 Actual	FY 2019-20 Actual	FY 2020-21 Actual	FY 2021-22 Amended	FY 2022-23 Proposed
Personnel Services	\$1,422,158	\$1,493,370	\$1,384,044	\$1,626,596	\$1,767,767
Purchased Professional & Technical Services	\$111,993	\$126,995	\$70,118	\$84,670	\$75,656
Purchased Property Services	\$136,562	\$268,712	\$387,668	\$467,300	\$486,352
Other Purchased Services	\$19,107	\$69,785	\$28,489	\$50,706	\$60,289

Supplies	\$103,354	\$124,164	\$95,055	\$137,620	\$149,884
Property & Capital	\$8,271	\$3,510	\$16,696	\$116,000	\$320,640
Financing Costs	\$516,320	\$456,624	\$407,606	\$495,600	\$496,579
Other Financing Uses	\$360,821	\$371,536	\$382,572	\$390,150	\$405,609
Total Expenditures	\$2,678,586	\$2,914,696	\$2,772,247	\$3,368,642	\$3,762,776

Public Works Department Revenues	FY 2018-19 Actual	FY 2019-20 Actual	FY 2020-21 Actual	FY 2021-22 Amended	FY 2022-23 Proposed
General Fund (101)					
Intergovernmental Revenues	\$27,327	\$17,406	\$26,258	\$17,400	\$17,400
Charges for Services	\$371,974	\$312,993	\$404,546	\$446,400	\$380,000
Other Revenue	\$2,887	\$2,458	\$3,303	\$0	\$0
Revenue Totals	\$402,188	\$332,858	\$434,107	\$463,800	\$397,400

National Pollution Discharge Elimination System Fund (202)	FY 2018-19 Actual	FY 2019-20 Actual	FY 2020-21 Actual	FY 2021-22 Amended	FY 2022-23 Proposed
Intergovernmental Revenues					
Other Revenue	\$912	\$53	\$0	\$0	\$0
Other Financing Sources					
Revenue Totals	\$912	\$53	\$0	\$0	\$0

Land & Light Assessment District Fund (203)	FY 2018-19 Actual	FY 2019-20 Actual	FY 2020-21 Actual	FY 2021-22 Amended	FY 2022-23 Proposed
Intergovernmental Revenues	\$9,452	\$19,621	\$11,199	\$10,500	\$10,500
Charges for Services	\$0	\$0	\$206	\$0	\$0
Other Revenue	\$100	\$1,610	\$2,620	\$0	\$0
Revenue Totals	\$9,552	\$21,231	\$14,025	\$10,500	\$10,500

SB1 Road Maintenance (212)	FY 2018-19 Actual	FY 2019-20 Actual	FY 2020-21 Actual	FY 2021-22 Amended	FY 2022-23 Proposed
Intergovernmental Revenues					
Charges for Services					
Other Revenue	\$0	\$0	\$90	\$0	\$0
Revenue Totals	\$0	\$0	\$90	\$0	\$0

Fund: 501 Integrated Waste Mgmt	FY 2018-19 Actual	FY 2019-20 Actual	FY 2020-21 Actual	FY 2021-22 Amended	FY 2022-23 Proposed
Intergovernmental Revenues	\$62,894	\$40,201	\$16,784	\$24,500	\$24,800
Charges for Services	\$2,571,333	\$3,335,231	\$3,776,202	\$3,857,283	\$3,872,522
Other Revenue	\$10,141	\$2,079	\$3,275	\$2,500	\$2,700
Revenue Totals	\$2,644,367	\$3,377,511	\$3,796,261	\$3,884,283	\$3,900,022

TOTAL PUBLIC WORKS EXPENDITURES	\$7,363,243	\$7,445,158	\$6,954,919	\$8,453,888	\$9,316,177
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TOTAL PUBLIC WORKS REVENUES	\$3,057,019	\$3,731,652	\$4,244,484	\$4,358,583	\$4,307,922
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Revenue Assumptions

The following provides general fund revenue assumptions for projections over \$50,000 in the Department's budget. This includes Public Works Environmental Services (10-80), Engineering (30-20), and Maintenance (30-30).

Revenue Assumptions (>\$50k)		
Account	Amount	Description (including past costs and proposed changes)
30-20-46520	\$360,000	Program/permit Fees - Conservatively projected based on previous year trends

Major Expenditures

The following table contains major expenditures in the Department with an increase from the previous fiscal year in the amount of \$10,000 or above. The Department includes Environmental Services (10-80), Engineering (30-20), and Maintenance (30-30).

Major Expenditures (>\$10k)		
Account	Amount	Description
General Fund (101)		
30-30-53111	\$104,000	EBMUD for Admin, Maintenance & Recreation Buildings Increase of 3% plus reallocation with Recreation Dept; total increase of \$32K in General Fund as Swim Center costs brought back from Measure H
30-30-53240	\$436,100	Restore \$100K budget in place of Measure H; restore \$38K for building grounds and traffic island landscape maintenance contractors to offset increased Maintenance staff efforts on homeless encampments; \$31K for increased cost proposals to maintain existing services; \$10K for additional irrigation repairs; and \$50K for increased investment in street tree pruning
SB1-Road Repair & Accountability-Return to Source Fund (212)		
30-30-53220	\$125,000	Annual Traffic Signal & Street Light Maintenance & Response Contract Services - Inflation
Integrated Waste Management Fund (501)		
10-80-53250	\$172,224	Recycling vehicles & equipment maintenance contracts - Inflation
10-80-53910	\$272,000	Annual Napa Recycling Processing Contract (no change)
10-80-56620	\$314,400	Recycling equipment, replacement

PUBLIC WORKS DEPARTMENT BUDGET DETAIL

Account Number	Account Description	FY2018-19 Actual	FY2019-20 Actual	FY2020-21 Actual	FY2021-22 Amended	FY2022-23 Proposed
Fund: 101 - General Fund						
REVENUES						
Department: 30 - Public Works						
Division: 20 - Public Works Engineering						
<i>4500-Intergov'l - Intergovernmental Revenues</i>						
45590	Other State Reimbursement	\$1,164	\$245	\$0	\$0	\$0
<i>Account Classification Total: 4500-Intergov'l - Intergovernmental Revenues</i>		\$1,164	\$245	\$0	\$0	\$0
<i>4600-Charges - Charges for Services</i>						
46010	Plan Check Fees	\$0	\$0	(\$423)	\$0	\$0
46520	Program Fees	\$355,263	\$292,367	\$390,981	\$426,600	\$360,000
<i>Account Classification Total: 4600-Charges - Charges for Services</i>		\$355,263	\$292,367	\$390,558	\$426,600	\$360,000
<i>4800-Oth Revenu - Other Revenue</i>						
48990	Other Misc Revenue	\$1,050	\$0	\$0	\$0	\$0
<i>Account Classification Total: 4800-Oth Revenu - Other Revenue</i>		\$1,050	\$0	\$0	\$0	\$0
Division Total: 20 - Public Works Engineering		\$357,477	\$292,612	\$390,558	\$426,600	\$360,000
Division: 30 - Public Works Maintenance						
<i>4500-Intergov'l - Intergovernmental Revenues</i>						
45590	Other State Reimbursement	\$26,163	\$17,161	\$26,258	\$17,400	\$17,400
<i>Account Classification Total: 4500-Intergov'l - Intergovernmental Revenues</i>		\$26,163	\$17,161	\$26,258	\$17,400	\$17,400
<i>4600-Charges - Charges for Services</i>						
46520	Program Fees	\$16,711	\$20,627	\$13,988	\$19,800	\$20,000
<i>Account Classification Total: 4600-Charges - Charges for Services</i>		\$16,711	\$20,627	\$13,988	\$19,800	\$20,000
<i>4800-Oth Revenu - Other Revenue</i>						
48990	Other Misc Revenue	\$1,837	\$2,458	\$3,303	\$0	\$0
<i>Account Classification Total: 4800-Oth Revenu - Other Revenue</i>		\$1,837	\$2,458	\$3,303	\$0	\$0
Division Total: 30 - Public Works Maintenance		\$44,711	\$40,246	\$43,549	\$37,200	\$37,400
Department Total: 30 - Public Works		\$402,188	\$332,858	\$434,107	\$463,800	\$397,400
REVENUES Total		\$402,188	\$332,858	\$434,107	\$463,800	\$397,400
EXPENSES						
Department: 10 - Administration						
Division: 80 - Environmental Services						
<i>5100-Persn - Personnel</i>						
51211	PERS UAL	\$5,087	\$0	\$0	\$0	\$0
<i>Account Classification Total: 5100-Persn - Personnel</i>		\$5,087	\$0	\$0	\$0	\$0
Division Total: 80 - Environmental Services		\$5,087	\$0	\$0	\$0	\$0
Department Total: 10 - Administration		\$5,087	\$0	\$0	\$0	\$0
Department: 30 - Public Works						
Division: 20 - Public Works Engineering						
<i>5100-Persn - Personnel</i>						
51110	Regular Salaries & Wages	\$114,370	\$170,058	\$139,494	\$141,273	\$258,989
51200	PARS Contribution	\$0	\$28	\$0	\$0	\$0

51210	PERS Contributions	\$12,346	\$15,025	\$13,607	\$17,203	\$17,414
51211	PERS UAL	\$28,307	\$39,308	\$40,367	\$43,376	\$49,559
51220	FICA/Medicare	\$8,580	\$12,405	\$10,802	\$10,703	\$18,107
51230	Medical Benefits	\$24,541	\$25,216	\$27,311	\$27,053	\$30,946
51235	Life & LTD Insurance	\$1,416	\$2,033	\$3,979	\$1,246	\$1,283
51240	Workers Compensation Premiums	\$8,368	\$9,472	\$7,203	\$5,916	\$7,288
51140	Overtime Pay	\$2,098	\$1,396	\$0	\$0	\$0
51150	Special Pay	\$659	\$793	\$666	\$436	\$436
51155	One-Time Payouts	\$2,216	\$2,146	\$2,265	\$0	\$0
51237	Allowances & Other Benefits	\$2,627	\$3,292	\$0	\$0	\$0
<i>Account Classification Total: 5100-Persn - Personnel</i>		\$205,528	\$281,171	\$245,695	\$247,206	\$384,022
<i>5200-Prof Svcs - Purchased Professional & Technical Services</i>						
52190	Miscellaneous Prof Svcs	\$139,288	\$12,819	\$20,022	\$121,300	\$125,000
52230	Other Technical Services	\$0	\$0	\$360	\$1,000	\$1,040
52240	Miscellaneous Services	\$500	(\$8,075)	\$625	\$2,800	\$17,912
<i>Account Classification Total: 5200-Prof Svcs - Purchased Professional & Technical Services</i>		\$139,788	\$4,744	\$21,007	\$125,100	\$143,952
<i>5300-Prop Svcs - Purchased Property Services</i>						
53230	Building Maint Services	\$0	\$0	\$350	\$0	\$0
53240	Landscape/Park Maint Svcs	\$0	\$1,610	\$0	\$0	\$0
53250	Vehicle & Equip Maint Svc	\$814	\$573	\$314	\$10,000	\$5,200
53320	Vehicle & Equipment Lease	\$3,410	\$3,090	\$2,140	\$3,800	\$4,000
<i>Account Classification Total: 5300-Prop Svcs - Purchased Property Services</i>		\$4,224	\$5,273	\$2,804	\$13,800	\$9,200
<i>5400-Other Svcs - Other Purchased Services</i>						
54210	Telephone Expenses	\$1,711	\$1,703	\$2,300	\$2,500	\$5,000
54220	Mobile/Wireless Expenses	\$7,954	\$9,312	\$8,948	\$7,006	\$9,306
54230	Internet Services	\$0	\$0	\$0	\$1,713	\$0
54240	Software Licenses & Maintenance	\$0	\$0	\$4,130	\$1,610	\$1,610
54410	Printing & Binding	\$119	\$0	\$0	\$0	\$0
54610	Travel & Training	\$1,126	\$1,604	\$192	\$4,000	\$4,160
54910	Dues & Subscriptions	\$641	\$3,866	\$1,122	\$1,200	\$1,248
54920	Events & Field Trips	\$380	\$1,920	\$0	\$400	\$416
<i>Account Classification Total: 5400-Other Svcs - Other Purchased Services</i>		\$11,931	\$18,406	\$16,692	\$18,429	\$21,740
<i>5500-Supplies - Supplies</i>						
55110	General Office Supplies	\$437	\$848	\$92	\$800	\$832
55120	Postage & Delivery	\$1,065	\$594	\$193	\$900	\$936
55130	Photocopying Charges	\$586	\$488	\$0	\$600	\$624
55220	Safety Supplies	\$0	\$0	\$248	\$500	\$520
55290	Other Operating Supplies	\$82	\$44	\$86	\$100	\$104
<i>Account Classification Total: 5500-Supplies - Supplies</i>		\$2,170	\$1,974	\$618	\$2,900	\$3,016
<i>5600-Prop & Cap - Property & Capital</i>						
56410	Office Equipment <\$10K	\$5,217	\$5,224	\$3,620	\$3,400	\$13,900
56520	Vehicles >\$10K	\$88,252	\$0	\$0	\$0	\$0
56710	Other Equipment <\$10K	\$32	\$0	\$0	\$300	\$312
<i>Account Classification Total: 5600-Prop & Cap - Property & Capital</i>		\$93,501	\$5,224	\$3,620	\$3,700	\$14,212
<i>5800-Financing - Financing Costs</i>						
58920	Bank & Credit Card Fees	\$0	\$0	\$0	\$1,000	\$0

Account Classification Total: 5800-Financing - Financing Costs

Division Total: 20 - Public Works Engineering

Division: 30 - Public Works Maintenance

5100-Persn - Personnel

		\$0	\$0	\$0	\$1,000	\$0
51110	Regular Salaries & Wages	\$262,580	\$277,523	\$218,944	\$244,240	\$244,240
51120	Part-Time Permanent Salaries & Wages	\$4,044	\$4,160	\$4,160	\$4,160	\$15,600
51200	PARS Contribution	\$141	\$136	\$132	\$0	\$0
51210	PERS Contributions	\$21,416	\$25,153	\$24,385	\$27,803	\$27,803
51211	PERS UAL	\$42,822	\$44,549	\$49,607	\$60,663	\$63,361
51220	FICA/Medicare	\$20,311	\$21,200	\$18,231	\$17,491	\$17,491
51230	Medical Benefits	\$80,015	\$75,289	\$68,388	\$67,043	\$67,043
51235	Life & LTD Insurance	\$3,134	\$3,282	\$11,230	\$2,035	\$2,035
51240	Workers Compensation Premiums	\$20,270	\$21,070	\$16,505	\$14,361	\$20,331
51140	Overtime Pay	\$10,250	\$4,160	\$3,014	\$4,160	\$4,160
51142	Straight OT	\$6,416	\$6,240	\$9,890	\$6,240	\$6,240
51150	Special Pay	\$1,395	\$1,395	\$1,440	\$1,395	\$1,395
51155	One-Time Payouts	\$2,674	\$1,384	\$6,225	\$0	\$3,000
51237	Allowances & Other Benefits	\$2,633	\$2,096	\$0	\$0	\$0

Account Classification Total: 5100-Persn - Personnel

5200-Prof Svcs - Purchased Professional & Technical Services

52190	Miscellaneous Prof Svcs	\$700	\$6,277	\$165	\$4,000	\$4,000
52230	Other Technical Services	\$3,902	\$2,351	\$4,062	\$3,300	\$4,432
52240	Miscellaneous Services	\$12,500	\$17,629	\$4,963	\$7,000	\$8,180

Account Classification Total: 5200-Prof Svcs - Purchased Professional & Technical Services

5300-Prop Svcs - Purchased Property Services

53110	Utilities-Energy	\$98,138	\$74,768	\$94,731	\$121,300	\$112,900
53111	Utilities-Water & Sewer	\$86,609	\$103,160	\$89,703	\$104,000	\$139,000
53210	Infrastructure Maint Svc	\$149,295	\$151,801	\$110,502	\$170,200	\$151,008
53230	Building Maint Services	\$95,562	\$86,714	\$82,508	\$114,300	\$123,872
53240	Landscape/Park Maint Svcs	\$407,499	\$424,337	\$183,699	\$207,100	\$436,100
53250	Vehicle & Equip Maint Svc	\$39,467	\$53,227	\$38,498	\$54,200	\$56,368
53260	Janitorial Services	\$15,036	\$14,737	\$9,483	\$13,500	\$14,040
53290	Miscellaneous R&M Svcs	\$2,552	\$0	\$1,800	\$184,400	\$2,808
53320	Vehicle & Equipment Lease	\$586	\$0	\$160	\$1,000	\$1,040
53910	Solid Waste Services	\$21,349	\$28,836	\$27,130	\$38,000	\$39,520
53990	Other Property Services	\$6,552	\$670	\$1,816	\$5,600	\$5,824

Account Classification Total: 5300-Prop Svcs - Purchased Property Services

5400-Other Svcs - Other Purchased Services

54210	Telephone Expenses	\$10,294	\$9,192	\$9,762	\$11,800	\$12,272
54220	Mobile/Wireless Expenses	\$10,385	\$10,799	\$9,877	\$11,000	\$10,272
54230	Internet Services	\$2,609	\$6,102	\$7,104	\$15,059	\$7,388
54240	Software Licenses & Maintenance	\$2,777	\$1,350	\$0	\$2,300	\$2,300
54610	Travel & Training	\$4,790	\$4,579	\$870	\$3,300	\$4,932
54910	Dues & Subscriptions	\$5,378	\$1,730	\$5,934	\$6,200	\$6,448
54920	Events & Field Trips	\$2,618	\$203	\$550	\$2,500	\$2,600

Account Classification Total: 5400-Other Svcs - Other Purchased Services

\$478,099	\$487,638	\$432,150	\$449,591	\$472,699
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5500-Supplies - Supplies

55110	General Office Supplies	\$2,952	\$2,405	\$2,066	\$2,000	\$2,080
55120	Postage & Delivery	\$51	\$39	\$294	\$100	\$104
55130	Photocopying Charges	\$316	\$610	\$0	\$500	\$520
55210	Fuel	\$12,017	\$12,011	\$12,721	\$12,400	\$18,327
55220	Safety Supplies	\$4,105	\$5,286	\$4,571	\$4,700	\$4,888
55250	Vehicle & Equip Supplies	\$3,484	\$7,429	\$1,232	\$7,200	\$7,488
55290	Other Operating Supplies	\$10,231	\$9,710	\$2,841	\$6,200	\$6,448
55510	Infrastructure Supplies	\$342	\$0	\$0	\$0	\$0
55520	Building Supplies	\$17,969	\$10,986	\$5,049	\$9,500	\$13,380
55530	Landscape & Park Supplies	\$0	\$67	\$0	\$0	\$0

Account Classification Total: 5500-Supplies - Supplies

\$51,466 \$48,542 \$28,775 \$42,600 \$53,235

5600-Prop & Cap - Property & Capital

56410	Office Equipment <\$10K	\$946	\$3,985	\$5,118	\$2,600	\$6,000
56620	Heavy Equipment >\$10K	\$1,011	\$0	\$0	\$0	\$23,000
56710	Other Equipment <\$10K	\$0	\$0	\$2,002	\$2,200	\$2,288

Account Classification Total: 5600-Prop & Cap - Property & Capital

\$1,957 \$3,985 \$7,120 \$4,800 \$31,288

5800-Financing - Financing Costs

58110.5	Principal Payment - Equipment	\$19,119	\$15,997	\$16,826	\$18,000	\$18,000
58120.5	Interest Payments - PW and REC Trucks	\$457	\$3,579	\$2,751	\$4,000	\$4,000
58220	Licenses & Permits	\$0	\$4,889	\$5,568	\$5,600	\$5,824
58920	Bank & Credit Card Fees	\$0	\$0	\$714	\$700	\$728

Account Classification Total: 5800-Financing - Financing Costs

\$19,576 \$24,465 \$25,858 \$28,300 \$28,552

Division Total: 30 - Public Works Maintenance

\$1,529,695 \$1,563,092 \$1,177,220 \$1,605,350 \$1,731,078

Department Total: 30 - Public Works

\$1,986,836 \$1,879,884 \$1,467,656 \$2,017,485 \$2,307,220

EXPENSES Total

\$1,991,923 \$1,879,884 \$1,467,656 \$2,017,485 \$2,307,220

Fund REVENUE Total: 101 - General Fund

\$402,188 \$332,858 \$434,107 \$463,800 \$397,400

Fund EXPENSE Total: 101 - General Fund

\$1,991,923 \$1,879,884 \$1,467,656 \$2,017,485 \$2,307,220

Fund Total: 101 - General Fund

(\$1,589,735) (\$1,547,026) (\$1,033,549) (\$1,553,685) (\$1,909,820)

Fund: 201 - Gas Tax Fund

EXPENSES

Department: 30 - Public Works

Division: 20 - Public Works Engineering

5100-Persn - Personnel

51110	Regular Salaries & Wages	\$64,126	\$88,108	\$61,645	\$55,252	\$93,007
51210	PERS Contributions	\$6,832	\$10,306	\$8,756	\$6,133	\$6,208
51211	PERS UAL	\$14,936	\$17,470	\$19,454	\$12,849	\$24,847
51220	FICA/Medicare	\$4,996	\$6,679	\$5,013	\$4,257	\$7,115
51230	Medical Benefits	\$15,737	\$20,179	\$17,424	\$12,058	\$12,902
51235	Life & LTD Insurance	\$848	\$1,043	\$829	\$483	\$497
51240	Workers Compensation Premiums	\$5,300	\$5,509	\$4,336	\$2,572	\$3,169
51140	Overtime Pay	\$3,051	\$2,031	\$0	\$0	\$0
51150	Special Pay	\$790	\$910	\$735	\$390	\$390
51155	One-Time Payouts	\$1,985	\$2,341	\$2,692	\$0	\$0
51237	Allowances & Other Benefits	\$675	\$945	\$0	\$0	\$0

Account Classification Total: 5100-Persn - Personnel

5200-Prof Svcs - Purchased Professional & Technical Services

52110	Collect & Admin Services	\$1,862	\$2,628	\$2,642	\$2,900	\$3,016
52190	Miscellaneous Prof Svcs	\$36,608	\$538	\$633	\$40,000	\$40,000
Account Classification Total: 5200-Prof Svcs - Purchased Professional & Technical Services		\$38,470	\$3,166	\$3,275	\$42,900	\$43,016
Division Total: 20 - Public Works Engineering		\$157,745	\$158,687	\$124,158	\$136,894	\$191,151

Division: 30 - Public Works Maintenance

5100-Persn - Personnel

51110	Regular Salaries & Wages	\$88,194	\$87,085	\$75,106	\$82,505	\$92,327
51210	PERS Contributions	\$10,405	\$11,350	\$9,978	\$10,088	\$10,212
51211	PERS UAL	\$18,670	\$21,838	\$24,317	\$24,504	\$31,059
51220	FICA/Medicare	\$6,342	\$6,077	\$5,466	\$5,972	\$7,063
51230	Medical Benefits	\$17,765	\$16,373	\$17,964	\$17,545	\$18,773
51235	Life & LTD Insurance	\$1,026	\$1,004	\$894	\$737	\$759
51240	Workers Compensation Premiums	\$4,556	\$4,736	\$3,707	\$3,644	\$4,488
51140	Overtime Pay	\$2,484	\$2,044	\$675	\$4,011	\$4,011
51142	Straight OT	\$1,668	\$1,629	\$1,701	\$2,006	\$2,006
51150	Special Pay	\$558	\$643	\$711	\$688	\$688
51155	One-Time Payouts	\$1,620	\$595	\$570	\$0	\$0
51237	Allowances & Other Benefits	\$1,209	\$977	\$0	\$0	\$0
Account Classification Total: 5100-Persn - Personnel		\$154,496	\$154,351	\$141,090	\$151,700	\$171,386

5300-Prop Svcs - Purchased Property Services

53120	Utilities-Street Light	\$103,438	\$130,858	\$76,170	\$107,200	\$110,416
53130	Utilities-Sign/Signal	\$18,831	\$18,330	\$20,062	\$21,900	\$29,000
53210	Infrastructure Maint Svc	\$2,285	\$0	\$0	\$0	\$0
53220	Sign & Signal Maint Svc	\$6,050	\$0	\$0	\$0	\$45,000
Account Classification Total: 5300-Prop Svcs - Purchased Property Services		\$130,603	\$149,188	\$96,232	\$129,100	\$184,416

5500-Supplies - Supplies

55510	Infrastructure Supplies	\$1,096	\$0	\$0	\$0	\$0
55530	Landscape & Park Supplies	\$10	\$0	\$0	\$0	\$0
Account Classification Total: 5500-Supplies - Supplies		\$1,106	\$0	\$0	\$0	\$0

5900-Oth Financ - Other Financing Uses

59991.101	Indirect Xfer-GEN	\$101,000	\$0	\$100,000	\$102,000	\$106,080
Account Classification Total: 5900-Oth Financ - Other Financing Uses		\$101,000	\$0	\$100,000	\$102,000	\$106,080
Division Total: 30 - Public Works Maintenance		\$387,206	\$303,538	\$337,322	\$382,800	\$461,882
Department Total: 30 - Public Works		\$544,951	\$462,225	\$461,480	\$519,694	\$653,033
EXPENSES Total		\$544,951	\$462,225	\$461,480	\$519,694	\$653,033

Fund REVENUE Total: 201 - Gas Tax Fund

Fund EXPENSE Total: 201 - Gas Tax Fund

Fund Total: 201 - Gas Tax Fund	(\$544,951)	(\$462,225)	(\$461,480)	(\$519,694)	(\$653,033)
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Fund: 202 - Nat'l Pollut Dis Elim Sys

REVENUES

Department: 30 - Public Works

Division: 20 - Public Works Engineering

4600-Charges - Charges for Services

46520	Program Fees	\$912	\$53	\$0	\$0	\$0
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Account Classification Total: 4600-Charges - Charges for Services

Division Total: 20 - Public Works Engineering

Department Total: 30 - Public Works

REVENUES Total

EXPENSES

Department: 30 - Public Works

Division: 20 - Public Works Engineering

5100-Persn - Personnel

51110	Regular Salaries & Wages	\$6,052	\$12,849	\$17,989	\$16,329	\$28,264
51210	PERS Contributions	\$602	\$1,597	\$2,758	\$2,038	\$2,063
51211	PERS UAL	\$1,120	\$1,310	\$1,459	\$5,354	\$1,863
51220	FICA/Medicare	\$433	\$982	\$1,373	\$1,252	\$2,162
51230	Medical Benefits	\$1,372	\$2,932	\$5,279	\$3,895	\$4,167
51235	Life & LTD Insurance	\$74	\$151	\$238	\$149	\$153
51240	Workers Compensation Premiums	\$372	\$580	\$559	\$643	\$792
51140	Overtime Pay	\$191	\$127	\$0	\$0	\$0
51150	Special Pay	\$55	\$65	\$129	\$33	\$33
51155	One-Time Payouts	\$165	\$585	\$620	\$0	\$0
51237	Allowances & Other Benefits	\$79	\$236	\$0	\$0	\$0

Account Classification Total: 5100-Persn - Personnel

5200-Prof Svcs - Purchased Professional & Technical Services

52190	Miscellaneous Prof Svcs	\$19,915	\$8,856	\$6,295	\$16,500	\$22,000
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Account Classification Total: 5200-Prof Svcs - Purchased Professional & Technical Services

5400-Other Svcs - Other Purchased Services

54610	Travel & Training	\$43	\$0	\$0	\$1,800	\$1,872
54990	Other Administrative Svcs	\$2,650	\$715	\$1,751	\$3,000	\$3,120

Account Classification Total: 5400-Other Svcs - Other Purchased Services

5800-Financing - Financing Costs

58220	Licenses & Permits	\$9,118	\$9,137	\$10,250	\$10,500	\$15,000
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Account Classification Total: 5800-Financing - Financing Costs

Division Total: 20 - Public Works Engineering

Division: 30 - Public Works Maintenance

5100-Persn - Personnel

51110	Regular Salaries & Wages	\$90,009	\$86,144	\$83,731	\$95,174	\$105,588
51210	PERS Contributions	\$10,311	\$11,081	\$11,007	\$11,609	\$11,751
51211	PERS UAL	\$20,910	\$24,459	\$27,235	\$28,125	\$34,786
51220	FICA/Medicare	\$6,737	\$6,566	\$6,419	\$7,262	\$8,077
51230	Medical Benefits	\$27,523	\$25,477	\$28,642	\$30,032	\$32,134
51235	Life & LTD Insurance	\$1,080	\$1,036	\$1,007	\$842	\$867
51240	Workers Compensation Premiums	\$5,858	\$5,896	\$4,756	\$5,209	\$6,416
51140	Overtime Pay	\$2,070	\$1,733	\$723	\$8,916	\$8,916
51142	Straight OT	\$1,390	\$1,357	\$1,761	\$6,458	\$6,458
51150	Special Pay	\$465	\$593	\$799	\$784	\$784
51155	One-Time Payouts	\$1,342	\$2,521	\$2,871	\$0	\$0
51237	Allowances & Other Benefits	\$2,204	\$1,780	\$0	\$0	\$0

Account Classification Total: 5100-Persn - Personnel

5300-Prop Svcs - Purchased Property Services

53210	Infrastructure Maint Svc	\$7,826	\$51,491	\$32,523	\$35,600	\$37,024
Account Classification Total: 5300-Prop Svcs - Purchased Property Services		\$7,826	\$51,491	\$32,523	\$35,600	\$37,024

5400-Other Svcs - Other Purchased Services

54920	Events & Field Trips	\$66	\$76	\$150	\$300	\$312
54990	Other Administrative Svcs	\$53	\$172	\$851	\$0	\$0
Account Classification Total: 5400-Other Svcs - Other Purchased Services		\$118	\$248	\$1,001	\$300	\$312

5500-Supplies - Supplies

55510	Infrastructure Supplies	\$96	\$0	\$11	\$0	\$0
Account Classification Total: 5500-Supplies - Supplies		\$96	\$0	\$11	\$0	\$0

5900-Oth Financ - Other Financing Uses

59991.101	Indirect Xfer-GEN	\$75,300	\$77,559	\$75,000	\$75,000	\$75,000
Account Classification Total: 5900-Oth Financ - Other Financing Uses		\$75,300	\$77,559	\$75,000	\$75,000	\$75,000

Division Total: 30 - Public Works Maintenance

		\$253,238	\$297,939	\$277,486	\$305,311	\$328,113
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Department Total: 30 - Public Works

		\$295,478	\$338,062	\$326,186	\$366,804	\$409,602
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EXPENSES Total

		\$295,478	\$338,062	\$326,186	\$366,804	\$409,602
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Fund REVENUE Total: 202 - Nat'l Pollut Dis Elim Sys

		\$912	\$53	\$0	\$0	\$0
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Fund EXPENSE Total: 202 - Nat'l Pollut Dis Elim Sys

		\$295,478	\$338,062	\$326,186	\$366,804	\$409,602
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Fund Total: 202 - Nat'l Pollut Dis Elim Sys

		(\$294,566)	(\$338,009)	(\$326,186)	(\$366,804)	(\$409,602)
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Fund: 203 - Land & Light Assess Distr

REVENUES

Department: 30 - Public Works

Division: 30 - Public Works Maintenance

4500-Intergov'l - Intergovernmental Revenues

45790	Other Local Reimbursement	\$9,452	\$19,621	\$11,199	\$10,500	\$10,500
Account Classification Total: 4500-Intergov'l - Intergovernmental Revenues		\$9,452	\$19,621	\$11,199	\$10,500	\$10,500

4600-Charges - Charges for Services

46520	Program Fees	\$0	\$0	\$206	\$0	\$0
Account Classification Total: 4600-Charges - Charges for Services		\$0	\$0	\$206	\$0	\$0

4800-Oth Revenu - Other Revenue

48990	Other Misc Revenue	\$100	\$1,610	\$2,620	\$0	\$0
Account Classification Total: 4800-Oth Revenu - Other Revenue		\$100	\$1,610	\$2,620	\$0	\$0

Division Total: 30 - Public Works Maintenance

		\$9,552	\$21,231	\$14,025	\$10,500	\$10,500
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Department Total: 30 - Public Works

		\$9,552	\$21,231	\$14,025	\$10,500	\$10,500
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REVENUES Total

		\$9,552	\$21,231	\$14,025	\$10,500	\$10,500
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EXPENSES

Department: 30 - Public Works

Division: 20 - Public Works Engineering

5200-Prof Svcs - Purchased Professional & Technical Services

52110	Collect & Admin Services	\$9,999	\$6,285	\$6,376	\$3,700	\$3,848
52120	Legal & Financial Svcs	\$7,269	\$9,983	\$10,209	\$10,500	\$10,920
Account Classification Total: 5200-Prof Svcs - Purchased Professional & Technical Services		\$17,268	\$16,269	\$16,585	\$14,200	\$14,768

5400-Other Svcs - Other Purchased Services

54910	Dues & Subscriptions	\$945	\$945	\$945	\$1,100	\$1,144
Account Classification Total: 5400-Other Svcs - Other Purchased Services		\$945	\$945	\$945	\$1,100	\$1,144

Division Total: 20 - Public Works Engineering

		\$18,213	\$17,214	\$17,530	\$15,300	\$15,912
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Division: 30 - Public Works Maintenance*5100-Persn - Personnel*

51110	Regular Salaries & Wages	\$77,663	\$79,439	\$69,882	\$75,670	\$83,316
51120	Part-Time Permanent Salaries & Wages	\$6,785	\$16,264	\$5,266	\$16,711	\$0
51200	PARS Contribution	\$0	\$173	\$0	\$422	\$422
51210	PERS Contributions	\$9,505	\$10,500	\$10,221	\$10,163	\$10,288
51211	PERS UAL	\$18,296	\$21,401	\$23,831	\$27,846	\$30,438
51220	FICA/Medicare	\$5,945	\$6,304	\$5,664	\$5,831	\$6,373
51230	Medical Benefits	\$26,873	\$27,711	\$27,897	\$28,174	\$30,146
51235	Life & LTD Insurance	\$942	\$948	\$848	\$676	\$696
51240	Workers Compensation Premiums	\$5,300	\$5,509	\$4,336	\$4,287	\$5,281
51140	Overtime Pay	\$2,484	\$2,000	\$646	\$4,011	\$4,011
51142	Straight OT	\$1,668	\$1,629	\$1,701	\$2,006	\$2,006
51150	Special Pay	\$558	\$558	\$576	\$558	\$558
51155	One-Time Payouts	\$1,070	\$2,994	\$3,499	\$0	\$0
51237	Allowances & Other Benefits	\$2,145	\$1,733	\$0	\$0	\$0

Account Classification Total: 5100-Persn - Personnel

\$159,232	\$177,165	\$154,367	\$176,355	\$173,535
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5200-Prof Svcs - Purchased Professional & Technical Services

52230	Other Technical Services	\$1,000	\$1,000	\$0	\$1,100	\$1,144
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Account Classification Total: 5200-Prof Svcs - Purchased Professional & Technical Services

\$1,000	\$1,000	\$0	\$1,100	\$1,144
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5300-Prop Svcs - Purchased Property Services

53110	Utilities-Energy	\$16,459	\$15,963	\$17,349	\$21,600	\$21,600
53111	Utilities-Water & Sewer	\$136,351	\$166,507	\$148,406	\$175,300	\$172,020
53120	Utilities-Street Light	\$58,650	\$50,332	\$46,221	\$36,700	\$36,700
53210	Infrastructure Maint Svc	\$31,090	\$13,272	\$8,312	\$11,500	\$11,960
53230	Building Maint Services	\$85	\$0	\$0	\$0	\$0
53240	Landscape/Park Maint Svcs	\$100,385	\$83,442	\$71,254	\$151,800	\$157,872

Account Classification Total: 5300-Prop Svcs - Purchased Property Services

\$343,020	\$329,516	\$291,542	\$396,900	\$400,152
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5400-Other Svcs - Other Purchased Services

54610	Travel & Training	\$6,135	\$17	\$0	\$1,000	\$1,040
54920	Events & Field Trips	\$8	\$0	\$0	\$0	\$0

Account Classification Total: 5400-Other Svcs - Other Purchased Services

\$6,144	\$17	\$0	\$1,000	\$1,040
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5500-Supplies - Supplies

55530	Landscape & Park Supplies	\$36,987	\$27,236	\$21,684	\$20,000	\$25,800
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Account Classification Total: 5500-Supplies - Supplies

\$36,987	\$27,236	\$21,684	\$20,000	\$25,800
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5900-Oth Financ - Other Financing Uses

59991.101	Indirect Xfer-GEN	\$160,750	\$160,750	\$160,000	\$163,200	\$163,200
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Account Classification Total: 5900-Oth Financ - Other Financing Uses

\$160,750	\$160,750	\$160,000	\$163,200	\$163,200
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Division Total: 30 - Public Works Maintenance

\$707,133	\$695,684	\$627,593	\$758,555	\$764,871
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Department Total: 30 - Public Works

\$725,345	\$712,898	\$645,123	\$773,855	\$780,783
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EXPENSES Total

\$725,345	\$712,898	\$645,123	\$773,855	\$780,783
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Fund REVENUE Total: 203 - Land & Light Assess Distr

\$9,552	\$21,231	\$14,025	\$10,500	\$10,500
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Fund EXPENSE Total: 203 - Land & Light Assess Distr

\$725,345	\$712,898	\$645,123	\$773,855	\$780,783
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Fund Total: 203 - Land & Light Assess Distr

(\$715,793)	(\$691,667)	(\$631,098)	(\$763,355)	(\$770,283)
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Fund: 204 - Measure J-Return to Source Fund

EXPENSES

Department: 30 - Public Works

Division: 20 - Public Works Engineering

5100-Persn - Personnel

51110	Regular Salaries & Wages	\$48,056	\$63,550	\$34,125	\$33,166	\$49,113
51210	PERS Contributions	\$5,548	\$8,035	\$5,343	\$4,000	\$4,049
51211	PERS UAL	\$12,696	\$14,850	\$16,536	\$9,915	\$21,120
51220	FICA/Medicare	\$3,588	\$4,606	\$2,739	\$2,438	\$3,757
51230	Medical Benefits	\$9,331	\$12,605	\$8,500	\$5,943	\$6,359
51235	Life & LTD Insurance	\$587	\$736	\$459	\$298	\$306
51240	Workers Compensation Premiums	\$3,161	\$3,286	\$2,658	\$1,265	\$1,558
51140	Overtime Pay	\$2,670	\$1,269	\$0	\$0	\$0
51150	Special Pay	\$406	\$442	\$263	\$117	\$117
51155	One-Time Payouts	\$1,232	\$1,561	\$937	\$0	\$0
51237	Allowances & Other Benefits	\$668	\$851	\$0	\$0	\$0

Account Classification Total: 5100-Persn - Personnel

\$87,943 \$111,790 \$71,559 \$57,142 \$86,379

5200-Prof Svcs - Purchased Professional & Technical Services

52190	Miscellaneous Prof Svcs	\$10,903	\$12,114	\$7,644	\$10,300	\$10,712
<i>Account Classification Total: 5200-Prof Svcs - Purchased Professional & Technical Services</i>		\$10,903	\$12,114	\$7,644	\$10,300	\$10,712

5400-Other Svcs - Other Purchased Services

54220	Mobile/Wireless Expenses	\$1,620	\$1,648	\$1,648	\$2,000	\$2,000
54910	Dues & Subscriptions	\$47,049	\$48,930	\$48,930	\$49,000	\$50,960
<i>Account Classification Total: 5400-Other Svcs - Other Purchased Services</i>		\$48,669	\$50,578	\$50,578	\$51,000	\$52,960

5900-Oth Financ - Other Financing Uses

59991.101	Indirect Xfer-GEN	\$63,000	\$64,396	\$63,000	\$64,300	\$66,872
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Account Classification Total: 5900-Oth Financ - Other Financing Uses

\$63,000 \$64,396 \$63,000 \$64,300 \$66,872

Division Total: 20 - Public Works Engineering

\$210,515 \$238,878 \$192,781 \$182,742 \$216,923

Division: 30 - Public Works Maintenance

5100-Persn - Personnel

51110	Regular Salaries & Wages	\$34,289	\$32,059	\$22,884	\$26,580	\$29,001
51210	PERS Contributions	\$3,775	\$4,033	\$3,319	\$3,385	\$3,426
51211	PERS UAL	\$8,215	\$9,609	\$10,700	\$7,873	\$13,666
51220	FICA/Medicare	\$2,792	\$2,592	\$2,032	\$2,072	\$2,218
51230	Medical Benefits	\$13,166	\$11,644	\$9,355	\$9,222	\$9,867
51235	Life & LTD Insurance	\$417	\$385	\$289	\$246	\$253
51240	Workers Compensation Premiums	\$2,696	\$2,803	\$2,168	\$1,715	\$2,112
51140	Overtime Pay	\$2,208	\$1,822	\$462	\$3,566	\$3,566
51142	Straight OT	\$1,482	\$1,448	\$1,169	\$1,784	\$1,784
51150	Special Pay	\$496	\$581	\$531	\$502	\$502
51155	One-Time Payouts	\$951	\$534	\$507	\$0	\$0

Account Classification Total: 5100-Persn - Personnel

\$70,488 \$67,509 \$53,415 \$56,945 \$66,395

5300-Prop Svcs - Purchased Property Services

53120	Utilities-Street Light	\$103,349	\$100,597	\$75,797	\$114,900	\$114,484
53210	Infrastructure Maint Svc	\$0	(\$153)	\$0	\$0	\$0
53220	Sign & Signal Maint Svc	\$710	\$731	\$0	\$11,300	\$0

Account Classification Total: 5300-Prop Svcs - Purchased Property Services

\$104,059 \$101,175 \$75,797 \$126,200 \$114,484

5500-Supplies - Supplies

55510	Infrastructure Supplies	\$25,479	\$27,689	\$0	\$0	\$0
<i>Account Classification Total: 5500-Supplies - Supplies</i>		\$25,479	\$27,689	\$0	\$0	\$0

5900-Oth Financ - Other Financing Uses

59990.301	Operating Xfer Out-CIP	\$20,000	\$20,000	\$20,000	\$40,000	\$40,000
<i>Account Classification Total: 5900-Oth Financ - Other Financing Uses</i>		\$20,000	\$20,000	\$20,000	\$40,000	\$40,000

Division Total: 30 - Public Works Maintenance

Department Total: 30 - Public Works

EXPENSES Total		\$220,025	\$216,373	\$149,213	\$223,145	\$220,879
		\$430,540	\$455,251	\$341,993	\$405,887	\$437,802
		\$430,540	\$455,251	\$341,993	\$405,887	\$437,802

Fund REVENUE Total: 204 - Measure J-Return to Source Fund

Fund EXPENSE Total: 204 - Measure J-Return to Source Fund

Fund Total: 204 - Measure J-Return to Source Fund		(\$430,540)	(\$455,251)	(\$341,993)	(\$405,887)	(\$437,802)
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Fund: 205 - Measure J Storm Drain

EXPENSES

Department: 30 - Public Works

Division: 20 - Public Works Engineering

5100-Persn - Personnel

51110	Regular Salaries & Wages	\$17,005	\$26,185	\$19,539	\$21,763	\$27,775
51210	PERS Contributions	\$1,591	\$2,753	\$2,506	\$2,303	\$2,331
51211	PERS UAL	\$3,734	\$4,368	\$4,863	\$4,283	\$6,211
51220	FICA/Medicare	\$1,316	\$1,959	\$1,565	\$1,680	\$2,124
51230	Medical Benefits	\$4,156	\$5,599	\$5,231	\$4,584	\$4,904
51235	Life & LTD Insurance	\$245	\$310	\$264	\$193	\$198
51240	Workers Compensation Premiums	\$1,581	\$2,223	\$1,329	\$1,072	\$1,320
51140	Overtime Pay	\$381	\$254	\$0	\$0	\$0
51150	Special Pay	\$200	\$260	\$233	\$195	\$195
51155	One-Time Payouts	\$674	\$780	\$699	\$0	\$0
51237	Allowances & Other Benefits	\$225	\$315	\$0	\$0	\$0

<i>Account Classification Total: 5100-Persn - Personnel</i>		\$31,107	\$45,005	\$36,228	\$36,073	\$45,058
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5200-Prof Svcs - Purchased Professional & Technical Services

52110	Collect & Admin Services	\$11,700	\$5,665	\$5,738	\$6,000	\$6,240
52120	Legal & Financial Svcs	\$3,393	\$5,837	\$4,765	\$6,200	\$6,448

Account Classification Total: 5200-Prof Svcs - Purchased Professional & Technical Services

		\$15,093	\$11,502	\$10,503	\$12,200	\$12,688
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5900-Oth Financ - Other Financing Uses

59991.101	Indirect Xfer-GEN	\$74,000	\$76,220	\$74,000	\$74,000	\$74,000
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Account Classification Total: 5900-Oth Financ - Other Financing Uses

Division Total: 20 - Public Works Engineering		\$120,200	\$132,726	\$120,730	\$122,273	\$131,746
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Division: 30 - Public Works Maintenance

5100-Persn - Personnel

51110	Regular Salaries & Wages	\$153,422	\$151,458	\$131,444	\$145,562	\$157,536
51210	PERS Contributions	\$18,248	\$19,883	\$18,363	\$18,781	\$19,012
51211	PERS UAL	\$35,846	\$41,929	\$46,689	\$46,348	\$59,634
51220	FICA/Medicare	\$12,114	\$11,681	\$10,636	\$11,077	\$12,051
51230	Medical Benefits	\$45,936	\$44,459	\$46,249	\$45,745	\$48,947
51235	Life & LTD Insurance	\$1,832	\$1,795	\$1,613	\$1,298	\$1,336

51240	Workers Compensation Premiums	\$10,228	\$9,955	\$8,322	\$7,974	\$9,822
51140	Overtime Pay	\$8,279	\$12,458	\$2,197	\$0	\$0
51142	Straight OT	\$5,559	\$8,328	\$5,671	\$0	\$0
51150	Special Pay	\$1,860	\$1,988	\$2,123	\$2,055	\$2,055
51155	One-Time Payouts	\$4,316	\$1,908	\$1,901	\$0	\$0
51237	Allowances & Other Benefits	\$1,014	\$819	\$0	\$0	\$0
<i>Account Classification Total: 5100-Persn - Personnel</i>		\$298,654	\$306,661	\$275,208	\$278,840	\$310,393
<i>5300-Prop Svcs - Purchased Property Services</i>						
53210	Infrastructure Maint Svc	\$37,966	\$25,976	\$33,275	\$40,000	\$31,600
<i>Account Classification Total: 5300-Prop Svcs - Purchased Property Services</i>		\$37,966	\$25,976	\$33,275	\$40,000	\$31,600
<i>5500-Supplies - Supplies</i>						
55110	General Office Supplies	\$229	\$0	\$0	\$0	\$0
55510	Infrastructure Supplies	\$3,866	\$2,638	\$681	\$5,000	\$15,000
<i>Account Classification Total: 5500-Supplies - Supplies</i>		\$4,095	\$2,638	\$681	\$5,000	\$15,000
Division Total: 30 - Public Works Maintenance		\$340,716	\$335,275	\$309,164	\$323,840	\$356,993
Department Total: 30 - Public Works		\$460,916	\$468,002	\$429,894	\$446,113	\$488,739
EXPENSES Total		\$460,916	\$468,002	\$429,894	\$446,113	\$488,739
Fund REVENUE	Total: 205 - Measure J Storm Drain	\$460,916	\$468,002	\$429,894	\$446,113	\$488,739
Fund EXPENSE	Total: 205 - Measure J Storm Drain	\$460,916	\$468,002	\$429,894	\$446,113	\$488,739
Fund Total: 205 - Measure J Storm Drain		(\$460,916)	(\$468,002)	(\$429,894)	(\$446,113)	(\$488,739)
Fund: 207 - Measure H Park & Rec Facilities						
EXPENSES						
Department: 30 - Public Works						
Division: 30 - Public Works Maintenance						
<i>5300-Prop Svcs - Purchased Property Services</i>						
53210	Infrastructure Maint Svc	\$0	\$0	\$3,983	\$9,100	\$9,470
53240	Landscape/Park Maint Svcs	\$0	\$0	\$250,792	\$230,700	\$139,940
53910	Solid Waste Services	\$0	\$0	\$1,166	\$0	\$0
<i>Account Classification Total: 5300-Prop Svcs - Purchased Property Services</i>		\$0	\$0	\$255,941	\$239,800	\$149,410
Division Total: 30 - Public Works Maintenance		\$0	\$0	\$255,941	\$239,800	\$149,410
Department Total: 30 - Public Works		\$0	\$0	\$255,941	\$239,800	\$149,410
EXPENSES Total		\$0	\$0	\$255,941	\$239,800	\$149,410
Fund REVENUE	Total: 207 - Measure H Park & Rec Facilities	\$0	\$0	\$255,941	\$239,800	\$149,410
Fund EXPENSE	Total: 207 - Measure H Park & Rec Facilities	\$0	\$0	\$255,941	\$239,800	\$149,410
Fund Total: 207 - Measure H Park & Rec Facilities		\$0	\$0	(\$255,941)	(\$239,800)	(\$149,410)
Fund: 211 - Street Improvemnt & Maint						
EXPENSES						
Department: 30 - Public Works						
Division: 20 - Public Works Engineering						
<i>5100-Persn - Personnel</i>						
51110	Regular Salaries & Wages	\$27,864	\$43,453	\$38,047	\$40,586	\$45,810
51210	PERS Contributions	\$2,998	\$2,953	\$2,838	\$4,731	\$4,789
51211	PERS UAL	\$1,494	\$1,747	\$1,945	\$11,462	\$2,484
51220	FICA/Medicare	\$2,087	\$3,176	\$2,960	\$3,110	\$3,504
51230	Medical Benefits	\$6,238	\$5,058	\$6,640	\$5,397	\$5,774

51235	Life & LTD Insurance	\$329	\$502	\$456	\$351	\$361
51240	Workers Compensation Premiums	\$2,139	\$2,223	\$1,748	\$1,715	\$2,112
51150	Special Pay	\$45	\$65	\$63	\$65	\$65
51155	One-Time Payouts	\$331	\$390	\$161	\$0	\$0
51237	Allowances & Other Benefits	\$923	\$1,103	\$0	\$0	\$0
<i>Account Classification Total: 5100-Persn - Personnel</i>		\$44,446	\$60,668	\$54,857	\$67,417	\$64,899
<i>5400-Other Svcs - Other Purchased Services</i>						
54220	Mobile/Wireless Expenses	\$60	\$0	\$360	\$0	\$0
<i>Account Classification Total: 5400-Other Svcs - Other Purchased Services</i>		\$60	\$0	\$360	\$0	\$0
Division Total: 20 - Public Works Engineering		\$44,506	\$60,668	\$55,217	\$67,417	\$64,899
Division: 30 - Public Works Maintenance						
<i>5100-Persn - Personnel</i>						
51110	Regular Salaries & Wages	\$22,591	\$23,260	\$20,367	\$22,946	\$22,946
51210	PERS Contributions	\$2,800	\$3,105	\$3,133	\$3,212	\$3,212
51211	PERS UAL	\$5,228	\$6,115	\$6,809	\$8,529	\$8,696
51220	FICA/Medicare	\$1,889	\$1,889	\$1,742	\$1,786	\$1,786
51230	Medical Benefits	\$8,458	\$8,722	\$8,780	\$8,867	\$8,867
51235	Life & LTD Insurance	\$274	\$276	\$246	\$202	\$202
51240	Workers Compensation Premiums	\$1,767	\$1,836	\$1,399	\$1,393	\$1,716
51140	Overtime Pay	\$1,646	\$1,445	\$442	\$1,421	\$1,421
51142	Straight OT	\$1,204	\$1,176	\$1,228	\$432	\$432
51150	Special Pay	\$403	\$403	\$416	\$403	\$403
51155	One-Time Payouts	\$773	\$400	\$412	\$0	\$0
<i>Account Classification Total: 5100-Persn - Personnel</i>		\$47,032	\$48,627	\$44,974	\$49,191	\$49,681
Division Total: 30 - Public Works Maintenance		\$47,032	\$48,627	\$44,974	\$49,191	\$49,681
Department Total: 30 - Public Works		\$91,538	\$109,294	\$100,191	\$116,608	\$114,580
EXPENSES Total		\$91,538	\$109,294	\$100,191	\$116,608	\$114,580
Fund REVENUE Total: 211 - Street Improvemt & Maint						
Fund EXPENSE Total: 211 - Street Improvemt & Maint		\$91,538	\$109,294	\$100,191	\$116,608	\$114,580
Fund Total: 211 - Street Improvemt & Maint		(\$91,538)	(\$109,294)	(\$100,191)	(\$116,608)	(\$114,580)
Fund: 212 - SB1-Road Repair & Accountability						
REVENUES						
Department: 30 - Public Works						
Division: 30 - Public Works Maintenance						
<i>4800-Oth Revenu - Other Revenue</i>						
48970	Damage Recoveries	\$0	\$0	\$90	\$0	\$0
<i>Account Classification Total: 4800-Oth Revenu - Other Revenue</i>		\$0	\$0	\$90	\$0	\$0
Division Total: 30 - Public Works Maintenance		\$0	\$0	\$90	\$0	\$0
Department Total: 30 - Public Works		\$0	\$0	\$90	\$0	\$0
REVENUES Total		\$0	\$0	\$90	\$0	\$0
EXPENSES						
Department: 30 - Public Works						
Division: 30 - Public Works Maintenance						
<i>5300-Prop Svcs - Purchased Property Services</i>						
53210	Infrastructure Maint Svc	\$63,384	\$23,423	\$57,110	\$92,800	\$50,000
53220	Sign & Signal Maint Svc	\$73,243	\$78,604	\$64,604	\$70,400	\$125,000

Account Classification Total: 5300-Prop Svcs - Purchased
Property Services

5500-Supplies - Supplies

55510 Infrastructure Supplies

Account Classification Total: 5500-Supplies - Supplies

Division Total: 30 - Public Works Maintenance

Department Total: 30 - Public Works

EXPENSES Total

Fund REVENUE Total: 212 - SB1-Road Repair &
Accountability

Fund EXPENSE Total: 212 - SB1-Road Repair & Accountability

Fund Total: 212 - SB1-Road Repair & Accountability

Fund: 223 - ARPA Grant Funding

EXPENSES

Department: 30 - Public Works

Division: 30 - Public Works Maintenance

5500-Supplies - Supplies

55220 Safety Supplies

Account Classification Total: 5500-Supplies - Supplies

Division Total: 30 - Public Works Maintenance

Department Total: 30 - Public Works

EXPENSES Total

Fund REVENUE Total: 223 - ARPA Grant Funding

Fund EXPENSE Total: 223 - ARPA Grant Funding

Fund Total: 223 - ARPA Grant Funding

Fund: 301 - Capital Improvement Fund

EXPENSES

Department: 30 - Public Works

Division: 20 - Public Works Engineering

5100-Persn - Personnel

51110 Regular Salaries & Wages

51210 PERS Contributions

51211 PERS UAL

51220 FICA/Medicare

51240 Workers Compensation Premiums

Account Classification Total: 5100-Persn - Personnel

Division Total: 20 - Public Works Engineering

Division: 30 - Public Works Maintenance

5100-Persn - Personnel

51220 FICA/Medicare

51140 Overtime Pay

Account Classification Total: 5100-Persn - Personnel

Division Total: 30 - Public Works Maintenance

Department Total: 30 - Public Works

EXPENSES Total

Fund REVENUE Total: 301 - Capital Improvement Fund

Fund EXPENSE Total: 301 - Capital Improvement Fund

\$136,627	\$102,027	\$121,714	\$163,200	\$175,000
\$0	\$2,820	\$12,045	\$35,800	\$37,232
\$0	\$2,820	\$12,045	\$35,800	\$37,232
\$136,627	\$104,847	\$133,759	\$199,000	\$212,232
\$136,627	\$104,847	\$133,759	\$199,000	\$212,232
\$136,627	\$104,847	\$133,759	\$199,000	\$212,232
\$0	\$0	\$90	\$0	\$0
\$136,627	\$104,847	\$133,759	\$199,000	\$212,232
(\$136,627)	(\$104,847)	(\$133,669)	(\$199,000)	(\$212,232)
\$0	\$0	\$702	\$0	\$0
\$0	\$0	\$702	\$0	\$0
\$0	\$0	\$702	\$0	\$0
\$0	\$0	\$702	\$0	\$0
\$0	\$0	\$702	\$0	\$0
\$0	\$0	\$702	\$0	\$0
\$0	\$0	\$702	\$0	\$0
\$0	\$0	(\$702)	\$0	\$0
\$0	\$0	\$0	\$0	\$0
\$3,832	\$0	\$15,189	\$0	\$0
\$0	\$0	\$52	\$0	\$0
\$2,614	\$0	\$3,404	\$0	\$0
\$148	\$0	\$1,073	\$0	\$0
\$744	\$0	\$0	\$0	\$0
\$7,338	\$0	\$19,718	\$0	\$0
\$7,338	\$0	\$19,718	\$0	\$0
\$0	\$0	\$2	\$0	\$0
\$0	\$0	\$25	\$0	\$0
\$0	\$0	\$26	\$0	\$0
\$0	\$0	\$26	\$0	\$0
\$7,338	\$0	\$19,745	\$0	\$0
\$7,338	\$0	\$19,745	\$0	\$0
\$7,338	\$0	\$19,745	\$0	\$0

Fund Total: 301 - Capital Improvement Fund		(\$7,338)	\$0	(\$19,745)	\$0	\$0
Fund: 501 - Integrated Waste Mgmt						
REVENUES						
Department: 10 - Administration						
Division: 80 - Environmental Services						
<i>4500-Intergov'l - Intergovernmental Revenues</i>						
45440	State Grant-Operating	\$22,908	\$38,516	\$10,699	\$20,000	\$20,000
45460	Local Agency Grants	\$39,986	\$1,685	\$6,085	\$4,500	\$4,800
<i>Account Classification Total: 4500-Intergov'l - Intergovernmental Revenues</i>		\$62,894	\$40,201	\$16,784	\$24,500	\$24,800
<i>4600-Charges - Charges for Services</i>						
46090	Permit Issuance Fees	\$290	\$394	\$45	\$200	\$200
46310	IWM Fees	\$2,475,635	\$3,260,985	\$3,672,323	\$3,792,300	\$3,781,122
46320	Recycling Revenues	\$86,212	\$71,261	\$102,006	\$61,200	\$89,100
46321.1	Recycling Sales-CFL/Flourescent Tubes	\$8,529	\$1,450	\$1,828	\$3,000	\$1,800
46321.3	Recycling Sales-Compost	\$249	\$9	\$0	\$100	\$0
46321.6	Recycling Sales-Miscellaneous	\$187	\$761	\$0	\$100	\$100
46321.7	Recycling Sales-Bike Cards	\$0	\$20	\$0	\$0	\$0
46321.8	Recycling Sales-Green Team T-shirts	\$10	\$0	\$0	\$21	\$0
46321.9	Recycling Sales-Event Stands	\$221	\$351	\$0	\$362	\$200
<i>Account Classification Total: 4600-Charges - Charges for Services</i>		\$2,571,333	\$3,335,231	\$3,776,202	\$3,857,283	\$3,872,522
<i>4800-Oth Revenu - Other Revenue</i>						
48120	Contributions & Donations	\$1,121	\$997	\$81	\$500	\$400
48990	Other Misc Revenue	\$9,019	\$1,082	\$3,194	\$2,000	\$2,300
<i>Account Classification Total: 4800-Oth Revenu - Other Revenue</i>		\$10,141	\$2,079	\$3,275	\$2,500	\$2,700
Division Total: 80 - Environmental Services		\$2,644,367	\$3,377,511	\$3,796,261	\$3,884,283	\$3,900,022
Department Total: 10 - Administration		\$2,644,367	\$3,377,511	\$3,796,261	\$3,884,283	\$3,900,022
REVENUES Total		\$2,644,367	\$3,377,511	\$3,796,261	\$3,884,283	\$3,900,022
EXPENSES						
Department: 10 - Administration						
Division: 80 - Environmental Services						
<i>5100-Persn - Personnel</i>						
51110	Regular Salaries & Wages	\$686,260	\$744,878	\$651,374	\$781,689	\$852,893
51120	Part-Time Permanent Salaries & Wages	\$48,182	\$33,249	\$7,913	\$54,080	\$51,243
51200	PARS Contribution	\$358	\$376	\$93	\$837	\$837
51210	PERS Contributions	\$70,247	\$80,072	\$77,376	\$90,626	\$91,740
51211	PERS UAL	\$128,449	\$150,245	\$167,303	\$188,569	\$213,690
51220	FICA/Medicare	\$55,085	\$56,753	\$53,121	\$59,464	\$65,246
51230	Medical Benefits	\$183,728	\$212,279	\$228,297	\$224,703	\$240,432
51235	Life & LTD Insurance	\$7,891	\$8,298	\$8,040	\$6,913	\$7,120
51240	Workers Compensation Premiums	\$54,672	\$58,087	\$45,598	\$46,300	\$59,674
51140	Overtime Pay	\$46,416	\$37,268	\$31,610	\$24,960	\$35,000
51142	Straight OT	\$184	\$603	\$0	\$0	\$0
51150	Special Pay	\$5,600	\$4,750	\$4,350	\$4,600	\$4,400
51155	One-Time Payouts	\$10,367	\$3,664	\$7,570	\$0	\$4,900
51237	Allowances & Other Benefits	\$5,850	\$4,735	\$0	\$0	\$0

<i>Account Classification Total: 5100-Persn - Personnel</i>		\$1,303,289	\$1,395,258	\$1,282,646	\$1,482,741	\$1,627,175
<i>5200-Prof Svcs - Purchased Professional & Technical Services</i>						
52190	Miscellaneous Prof Svcs	\$19,664	\$42,695	\$57,265	\$60,000	\$60,000
52210	Lab & Investigative Svcs	\$7,763	\$3,077	\$6,171	\$7,500	\$7,800
52230	Other Technical Services	\$2,045	\$1,843	\$1,852	\$2,170	\$2,256
52240	Miscellaneous Services	\$82,521	\$79,380	\$4,830	\$15,000	\$5,600
<i>Account Classification Total: 5200-Prof Svcs - Purchased Professional & Technical Services</i>		\$111,993	\$126,995	\$70,118	\$84,670	\$75,656
<i>5300-Prop Svcs - Purchased Property Services</i>						
53110	Utilities-Energy	\$5,289	\$5,393	\$4,677	\$5,500	\$4,000
53111	Utilities-Water & Sewer	\$8,593	\$10,248	\$9,307	\$11,000	\$7,690
53210	Infrastructure Maint Svc	\$0	\$0	\$3,292	\$3,400	\$10,000
53230	Building Maint Services	\$4,515	\$6,771	\$5,728	\$8,000	\$18,320
53250	Vehicle & Equip Maint Svc	\$114,012	\$146,578	\$144,525	\$165,600	\$172,224
53910	Solid Waste Services	\$3,528	\$98,966	\$218,383	\$272,000	\$272,000
53990	Other Property Services	\$625	\$756	\$1,757	\$1,800	\$2,118
<i>Account Classification Total: 5300-Prop Svcs - Purchased Property Services</i>		\$136,562	\$268,712	\$387,668	\$467,300	\$486,352
<i>5400-Other Svcs - Other Purchased Services</i>						
54110	Insurance Premiums	\$0	\$24,715	\$0	\$0	\$0
54210	Telephone Expenses	\$2,109	\$2,074	\$2,169	\$4,120	\$5,364
54220	Mobile/Wireless Expenses	\$377	\$3,600	\$3,166	\$4,500	\$4,680
54230	Internet Services	\$3	\$0	\$0	\$2,086	\$2,169
54310	Legal Notices & Advertise	\$0	\$0	\$151	\$1,100	\$500
54410	Printing & Binding	\$8,041	\$24,126	\$4,324	\$25,000	\$25,000
54610	Travel & Training	\$2,015	\$11,758	\$15,684	\$9,500	\$18,000
54910	Dues & Subscriptions	\$1,460	\$1,860	\$1,800	\$1,900	\$1,976
54920	Events & Field Trips	\$5,102	\$1,652	\$1,195	\$2,500	\$2,600
<i>Account Classification Total: 5400-Other Svcs - Other Purchased Services</i>		\$19,107	\$69,785	\$28,489	\$50,706	\$60,289
<i>5500-Supplies - Supplies</i>						
55110	General Office Supplies	\$1,621	\$2,087	\$1,137	\$2,348	\$2,000
55120	Postage & Delivery	\$665	\$284	\$154	\$371	\$386
55130	Photocopying Charges	\$623	\$1,377	\$0	\$1,607	\$1,671
55210	Fuel	\$58,016	\$56,531	\$55,543	\$69,619	\$72,404
55220	Safety Supplies	\$2,272	\$3,303	\$3,488	\$5,000	\$5,200
55240	Clothing & Uniform Supply	\$3,860	\$9,182	\$152	\$6,310	\$6,562
55250	Vehicle & Equip Supplies	\$33,413	\$44,080	\$29,905	\$45,000	\$51,000
55290	Other Operating Supplies	\$2,884	\$7,176	\$4,676	\$7,210	\$10,500
55520	Building Supplies	\$0	\$144	\$0	\$155	\$161
<i>Account Classification Total: 5500-Supplies - Supplies</i>		\$103,354	\$124,164	\$95,055	\$137,620	\$149,884
<i>5600-Prop & Cap - Property & Capital</i>						
56410	Office Equipment <\$10K	\$0	\$3,510	\$3,829	\$6,000	\$6,240
56620	Heavy Equipment >\$10K	\$8,271	\$0	\$12,867	\$110,000	\$314,400
<i>Account Classification Total: 5600-Prop & Cap - Property & Capital</i>		\$8,271	\$3,510	\$16,696	\$116,000	\$320,640
<i>5800-Financing - Financing Costs</i>						
58110.1	Principal Payments-Facilities	\$258,000	\$264,400	\$270,800	\$277,400	\$284,200
58110.2	Principal Payments-Equipment	\$117,262	\$59,415	\$0	\$0	\$0
58110.4	Principal Pymt - Sideloader Recycling Truck	\$72,175	\$74,274	\$83,754	\$78,700	\$81,158

58110.6	Principal Pymt - Rearloader Recycling Truck	\$0	\$0	\$0	\$73,700	\$76,288
58120.1	Interest Payments-Facilities	\$48,531	\$31,478	\$35,788	\$29,200	\$22,346
58120.2	Interest Payments-Equipment	\$2,625	\$11,297	\$0	\$0	\$0
58120.4	Interest Payment - Sideloader Recycling Truck	\$15,405	\$13,306	\$11,146	\$9,000	\$6,421
58120.6	Interest Payment - Rearloader Recycling Truck	\$0	\$0	\$0	\$20,400	\$17,718
58220	Licenses & Permits	\$2,322	\$2,454	\$6,118	\$6,200	\$8,448
58920	Bank & Credit Card Fees	\$0	\$0	\$0	\$1,000	\$0
<i>Account Classification Total: 5800-Financing - Financing Costs</i>		\$516,320	\$456,624	\$407,606	\$495,600	\$496,579
<i>5900-Oth Financ - Other Financing Uses</i>						
59991.101	Indirect Xfer-GEN	\$357,150	\$367,865	\$378,901	\$386,479	\$401,938
59990.101	Operating Xfer Out-GEN	\$3,671	\$3,671	\$3,671	\$3,671	\$3,671
<i>Account Classification Total: 5900-Oth Financ - Other Financing Uses</i>		\$360,821	\$371,536	\$382,572	\$390,150	\$405,609
Division Total: 80 - Environmental Services		\$2,559,717	\$2,816,584	\$2,670,849	\$3,224,787	\$3,622,184
Department Total: 10 - Administration		\$2,559,717	\$2,816,584	\$2,670,849	\$3,224,787	\$3,622,184
Department: 30 - Public Works						
Division: 20 - Public Works Engineering						
<i>5100-Persn - Personnel</i>						
51110	Regular Salaries & Wages	\$7,337	(\$1,890)	\$2,695	\$28,346	\$3,550
51210	PERS Contributions	\$100	\$192	\$192	\$259	\$262
51220	FICA/Medicare	\$156	\$235	\$223	\$261	\$271
51230	Medical Benefits	\$564	\$578	\$562	\$565	\$604
51235	Life & LTD Insurance	\$39	\$40	\$35	\$26	\$26
51240	Workers Compensation Premiums	\$279	\$290	\$210	\$214	\$264
51150	Special Pay	\$45	\$65	\$63	\$65	\$65
51155	One-Time Payouts	\$12	\$0	\$161	\$0	\$0
<i>Account Classification Total: 5100-Persn - Personnel</i>		\$8,533	(\$490)	\$4,140	\$29,736	\$5,042
Division Total: 20 - Public Works Engineering		\$8,533	(\$490)	\$4,140	\$29,736	\$5,042
Division: 30 - Public Works Maintenance						
<i>5100-Persn - Personnel</i>						
51110	Regular Salaries & Wages	\$53,279	\$49,205	\$46,904	\$53,363	\$59,254
51210	PERS Contributions	\$4,872	\$4,637	\$5,231	\$5,796	\$5,867
51211	PERS UAL	\$13,816	\$16,160	\$17,995	\$9,842	\$22,984
51220	FICA/Medicare	\$4,466	\$3,520	\$3,800	\$4,168	\$4,532
51230	Medical Benefits	\$23,543	\$14,610	\$15,267	\$15,416	\$16,495
51235	Life & LTD Insurance	\$710	\$545	\$555	\$483	\$497
51240	Workers Compensation Premiums	\$4,835	\$5,123	\$3,777	\$3,751	\$4,621
51140	Overtime Pay	\$2,070	\$1,885	\$681	\$17,065	\$17,065
51142	Straight OT	\$1,390	\$1,357	\$1,418	\$3,120	\$3,120
51150	Special Pay	\$465	\$890	\$1,155	\$1,115	\$1,115
51155	One-Time Payouts	\$891	\$670	\$475	\$0	\$0
<i>Account Classification Total: 5100-Persn - Personnel</i>		\$110,336	\$98,602	\$97,258	\$114,119	\$135,550
Division Total: 30 - Public Works Maintenance		\$110,336	\$98,602	\$97,258	\$114,119	\$135,550
Department Total: 30 - Public Works		\$118,869	\$98,111	\$101,398	\$143,855	\$140,592
EXPENSES Total		\$2,678,586	\$2,914,696	\$2,772,247	\$3,368,642	\$3,762,776
Fund REVENUE Total: 501 - Integrated Waste Mgmt		\$2,644,367	\$3,377,511	\$3,796,261	\$3,884,283	\$3,900,022

Fund EXPENSE Total: 501 - Integrated Waste Mgmt

Fund Total: 501 - Integrated Waste Mgmt

REVENUE GRAND Totals:

EXPENSE GRAND Totals:

\$2,678,586	\$2,914,696	\$2,772,247	\$3,368,642	\$3,762,776
(\$34,219)	\$462,815	\$1,024,014	\$515,641	\$137,246
\$3,057,019	\$3,731,652	\$4,244,484	\$4,358,583	\$4,307,922
\$7,363,243	\$7,445,158	\$6,954,919	\$8,453,888	\$9,316,177

SECTION 9:

RECREATION DEPARTMENT

The Recreation Department is committed to meeting the needs and interests of the residents of El Cerrito and neighboring communities. The Department's mission is to provide safe, friendly, reliable services that will enhance the quality of life through diverse programs. The Department values and encourages citizen input and strives to deliver activities and services of the highest quality.

DEPARTMENT OVERVIEW

The Recreation Department manages a full range of recreational services, special activities, and events for people of all ages and abilities. Staff works to ensure quality customer service in the delivery of our programs and services. The Department:

- Provides childcare, after school programming, enrichment classes, sports, summer camps and volunteer opportunities for close to 4,000 children and teens per year
- Schedules activities and rentals of buildings, picnic areas, sports fields, tennis courts and the Swim Center
- Provides social services and enrichment activities for aging adults through Meals on Wheels, lunch program, Easy Ride Paratransit, respite programs, and a variety of recreational activities
- Ensures that a well-rounded aquatic program is implemented meeting the needs of the community
- Provides support to the Committee on Aging, Park and Recreation Commission and various other city organizations, departments and committees
- Works with employees to develop their talents and encourage future leadership
- Identifies funding sources and support for the maintenance and enhancement of parks and recreation facilities

Organizational Structure

The structure of the El Cerrito Recreation Department reflects reduced staffing levels initiated by the City's Fiscal Response Plan and COVID-19 impacts that allows the Department to maintain current programs and services, in addition to adding new recreational opportunities, in a financially sustainable manner.

Administration Division

This Division is responsible for ensuring that all aspects of the Recreation Department operate efficiently by providing overall management of activities, long and short-range planning, personnel and budget administration, coordinating with other agencies, supporting advisory commissions and committees, managing grants and scholarships, and working with other City departments and outside agencies/organizations. Personnel in this department are responsible for program registration, office management, public information and engagement, and other related business and customer service functions.

Adult Programs & Services Division

This Division provides quality social, physical, and educational opportunities for personal enrichment for adult participants. This includes specialty recreation programs and workshops, fitness classes, senior trips, volunteer programs and special events. The division encompasses the core programs and activities for seniors including Easy Ride Senior and Disabled Paratransit Program (funded by Contra Costa County Measure J), Senior Lunch Program, the Respite Program (in partnership with West Contra Costa Unified School District Older Adult Programs), senior counseling and advocacy programs, and other support services. Since the closure of the El Cerrito Midtown Activity Center, programs primarily take place at the El Cerrito Community Center.

Aquatics Division

The Division provides a variety of aquatic programs and training. The Division works towards creating a fun and safe environment while maximizing the number of users. This is done by managing the operations of the El Cerrito Swim Center that includes the Emery G. Weed III Lap Pool, the Activity Pool and Splash Park and managing the programs associated with the pools including Swim Lessons for children and adults, Fitness Swim, Water Aerobics, Gators Swim Club, Masters Swim Team, rECswim, Lifeguard Training, and other year-round and seasonal programs. The Division hires and trains Lifeguards, Swim Instructors, Senior Guards, and Pool Manager staff to support these programs and develops partnerships with community organizations, advisory groups, citizen organizations, schools, and other government organizations.

Childcare Division

This Division coordinates the delivery of high-quality, safe, and age-appropriate early childhood programs, school-aged childcare at Fairmont, Harding, and Madera elementary schools, and day camp programs that operate all summer long as well as for all breaks in the school year. By doing so the division provides vital childcare services to working families in the El Cerrito community. State Licensing is required in the delivery of some of these programs. The Division works in close collaboration with the West Contra Costa Unified School District, community groups, and residents.

Community Services Division

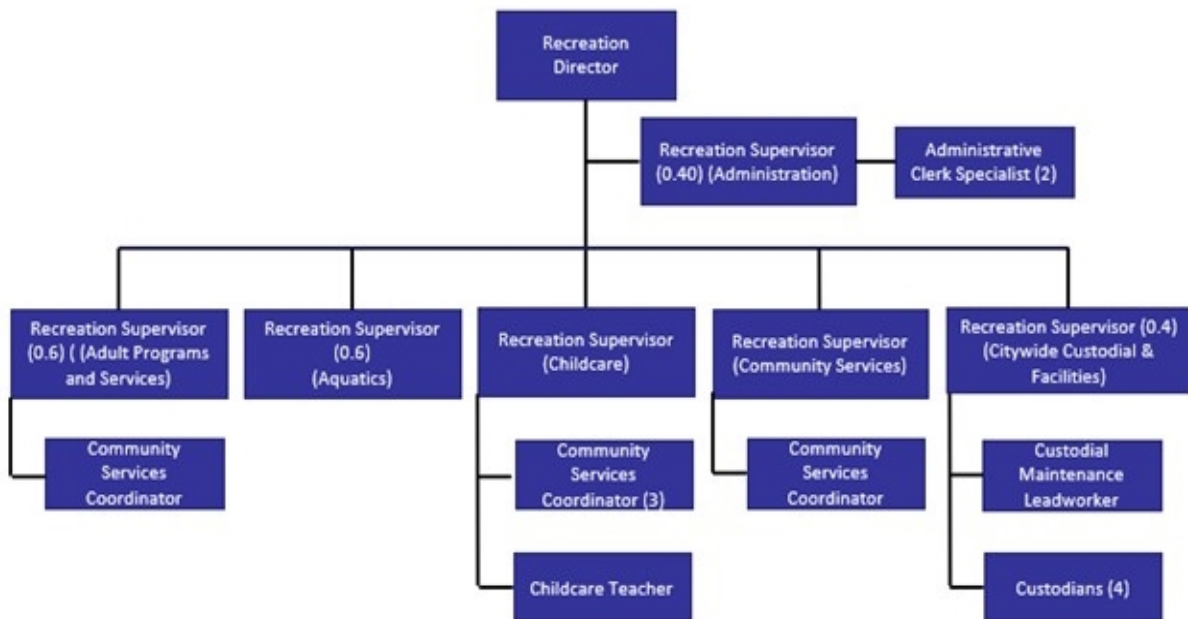
This Division provides quality social, physical, and educational opportunities for personal enrichment for all ages, with an emphasis on youth and family programming. This includes specialty recreation programs, after school enrichment classes, summer camps, volunteer programs and special events, often coordinated in partnership with third-party instructors, organizations, and community groups. This Division is also responsible for sports programs and leagues, tennis court and field rentals, and coordination of facility operations in partnership with the Public Works Department. This Division also oversees department-wide marketing efforts including the production of the seasonal rECguide, monthly rECnews e-newsletter, and social media postings.

Citywide Custodial and Facilities Division

This Division handles the custodial maintenance needs for all City facilities including City Hall, Public Safety Building, Community and Swim Center, Recycling Center, Corporation Yard, Clubhouses, Hana Gardens Senior Center, and Picnic Sites. This Division is also responsible for picnic and facility rentals and program space allocation for City programs.

Chart 9-1 reflects the Department's organizational structure. The chart does not include all part-time positions.

Chart 9-1
Recreation Management Organizational Structure



Position Listing

Table 9-1 depicts the Recreation Department’s overall staffing patterns over five years. This table reflects the implementation of the Fiscal Response Plan and other savings measures that eliminated funding for five positions during the 2020-21 Fiscal Year. This position listing does not include part-time hourly or seasonal positions.

Table 9-1
Recreation Department Position Listing

RECREATION DEPARTMENT	FY 2018-19	FY 2019-20	FY 2020-21	FY 2021-22	FY 2022-23
Administrative Clerk Specialist	2	2	2	2	2
Assistant Program Supervisor	1	1	0.5	0	0
Childcare Teacher	3	3	2	1	1
Community Services Coordinator	5	5	4.67	4	5
Custodial Maintenance Lead Worker	1	1	1	1	1
Custodian	4	4	4	4	4
Management Assistant	1	1	0.5	0	0
Management Analyst II	1	1	1	1	0
Recreation Director	1	1	1	1	1
Recreation Supervisor	4	4	4	4	4
RECREATION DEPARTMENT TOTAL	23	23	20.67	18	18

FY 2021-2022 HIGHLIGHTS

Returned to, and in some cases surpassed, pre-pandemic enrollment levels in several key program areas including childcare, adult fitness, youth seasonal programs, camps, lap swim and swim teams.

Re-opened the Community Center Office and indoor programming to the public to provide in-person assistance for patron questions, program registration, facility reservations and more.

Received 19 “Best of” Awards for Contra Costa County in 2021 from readers of Parent’s Press magazine for camp programs and classes.

Resumed school-based programming including before and after school childcare, Kinder Club, and Afterschool Enrichment Programs, adapting to State, County, and School District COVID-19 policies and procedures.

With community support and assistance, surpassed the “Bring Back the 4th” \$50,000 fundraising goal for El Cerrito & worldOne 4th of July Festival in a cost neutral manner, and began planning the event after a two-year hiatus.

Relocated Senior Services to the Community Center and re-organized staffing to compensate for personnel reductions.

Resumed production of the seasonal rECguide, including brochures for Winter/Spring 2021, Summer Camp 2022, and Summer 2022.

FY 2022-2023 FOCUS

Research and implement technologies and online solutions to increase automation and improve customer online enrollment experiences, as well as allow staff to maintain and increase program and service offerings with reduced staffing levels.

Continue prioritizing efficiency and cost recovery through reducing expenses where possible, increasing revenues, and prudent use of staff time, facilities, and other resources.

Implement Summer Camp programs in line with pre-pandemic model, including 9 weeks of full and half day traditional and specialty camps, as well as a two-week session of residential camp.

Recruit and retain a large number of part-time staff in the Aquatics and Childcare divisions to address part-time employee shortages, meet community demand for programs that provide community safety through water safety skills and swim lessons, childcare and direct supervision of youth and increase revenue.

Reignite and rethink Citywide special events that allow for social gatherings and community building in a safe and cost-neutral manner.

RECREATION DEPARTMENT BUDGET SUMMARY

Recreation Department Expenditures (5010, 5020, 5030, 5040, 5050, 5060, 5070)

	FY 2018-19 Actual	FY 2019-20 Actual	FY 2020-21 Actual	FY 2021-22 Amended	FY 2022-23 Proposed
All Funds					
General Fund (101)					
Personnel Services	\$3,783,037	\$3,798,870	\$3,213,557	\$3,147,123	\$3,641,698
Purchased Professional & Technical Services	\$742,150	\$608,563	\$111,262	\$389,300	\$700,500
Purchased Property Services	\$316,095	\$367,738	\$254,260	\$325,764	\$394,809
Other Purchased Services	\$443,861	\$224,005	\$89,444	\$273,468	\$327,585
Supplies	\$302,558	\$193,378	\$58,726	\$201,646	\$301,800
Property & Capital	\$49,920	\$41,960	\$19,856	\$33,000	\$55,000
Financing Costs	\$162,588	\$122,805	\$86,589	\$137,418	\$138,182
Total Expenditures	\$5,800,209	\$5,357,319	\$3,833,693	\$4,507,719	\$5,559,574
Land & Light Assessment District Fund (203)					
Personnel Services	\$93,561	\$109,092	\$67,712	\$68,330	\$85,208
Purchased Property Services	\$0	\$0	\$27,710	\$0	\$0
Total Expenditures	\$93,561	\$109,092	\$95,422	\$68,330	\$85,208
Measure A Parcel Tax Fund (206)					
Personnel Services	\$0	\$0	\$582	\$0	\$0
Purchased Professional & Technical Services	\$3,393	\$3,483	\$4,765	\$0	\$0
Total Expenditures	\$3,393	\$3,483	\$5,347	\$0	\$0
Measure H Parcel Tax Fund (207)					
Purchased Professional & Technical Services	\$0	\$0	\$5,174	\$0	\$0
Purchased Property	\$0	\$513	\$108,609	\$219,771	\$228,721
Supplies	\$0	\$0	\$36,635	\$53,040	\$59,631
Total Expenditures	\$0	\$513	\$150,418	\$272,811	\$288,352
Measure J-Paratransit Fund (214)					
Personnel Services	\$68,433	\$65,147	\$25,604	\$61,500	\$61,500
Purchased Property Services	\$19,828	\$439	\$247	\$18,000	\$18,000
Other Purchased Services	\$160	\$56	\$0	\$1,000	\$3,368
Supplies	\$8,750	\$6,978	\$7,265	\$14,744	\$14,500
Property & Capital	\$1,788	\$115,093	\$0	\$0	\$0
Financing Costs	\$0	\$31,232	\$31,400	\$31,248	\$31,074
Other Financing Uses	\$34,000	\$35,360	\$34,000	\$34,000	\$35,020
Total Expenditures	\$132,960	\$254,305	\$98,516	\$160,492	\$163,462

Recreation Department Revenues	FY 2018-19 Actual	FY 2019-20 Actual	FY 2020-21 Actual	FY 2021-22 Amended	FY 2022-23 Proposed
General Fund (101)					
Use of Money and Property	\$226,678	\$193,992	\$167,940	\$210,000	\$290,000
Charges for Services	\$4,102,548	\$2,863,256	\$2,283,028	\$3,325,100	\$4,112,400
Other Revenue	\$39,462	\$30,022	\$46,147	\$140,000	\$126,000
Other Financing Sources	\$34,000	\$35,360	\$34,000	\$34,000	\$35,020
Total Revenues	\$4,402,688	\$3,122,630	\$2,531,115	\$3,709,100	\$4,563,420

Revenue Assumptions

The following provides revenue assumptions for projections over \$50,000 in the Department's budget. This includes Administration (50-10), Childcare (50-20), Swim Center (50-30), Senior Services (50-40), Adult Services (50-50), Youth Services (50-60), and Citywide Custodial and Facilities (50-70).

Revenue Assumptions (>\$50k)		
Account	Amount	Description
General Fund (101)		
50-20-(multi) 46520, 46521.1, 46521.3, 46521.5, 46521.6	\$1,495,000	School Year Childcare Programs: based on trends - Miscellaneous Program Fees (\$85,000) - Teeter Tots Fees (\$80,000) - Harding Childcare (\$435,000) - Madera Childcare (\$700,000) - Fairmount Childcare (\$195,000)
50-20-(multi) 46522.1, 46522.3, 46522.4, 46522.6	\$335,000	Summer "Traditional Camps": - Arlington Day camp (\$90,000) - Harding Day camp (\$110,000) - Mix & Match Camp (\$25,000) - Discovery Summer Camp (\$110,000)
50-30-(multi) 46525, 46526, 46527, 46537	\$795,000	Swim Center Revenue: seeing steady demand, conservative estimate - Recreation Swim (\$80,000) - Lap Swim (\$300,000) - Swim Teams (\$140,000) - Lesson Fees (\$275,000)
50-60-(multi) 46531, 46533, 46534	\$1,160,000	Youth Classes, Specialty Camps and Sports: Main source of revenue, summer camps, is showing strong demand - General Activities (\$160,000) - Special Program (\$850,000) - Sports Programs (\$150,000)

Major Expenditures

The following table contains major expenditures in the Department with an increase from the previous fiscal year in the amount of \$10,000 or above. This includes Administration (50-10), Childcare (50-20), Swim Center (50-30), Senior Services (50-40), Adult Services (50-50), Youth Services (50-60), and Citywide Custodial and Facilities (50-70).

Major Expenditures (>\$10k)

Account	Amount	Description
General Fund (101)		
52250	\$636,500	Instructor Services (all divisions) - programs and classes run by contractors, to account for increased enrollments which increases payments to contract instructors. Revenue offsets all expenses
50-30-53110 & 53111	\$98,549	Utilities Swim Center - Per Public Works reallocation and reducing costs in Measure H to build fund balance for future Large Pool Re-Plastering project.
50-10-54410	\$30,000	Printing and Binding - Return to producing 3 seasonal and 1 summer camp activity guide
50-10-55120	\$25,000	Postage & Delivery - Increased postage for activity guides, offset by revenue
50-20-55290	\$80,000	Other Operating Supplies - Childcare and summer camp program supplies including state required provision of daily snacks that had been suspended during pandemic. Offset by program revenue.
50-30-54920	\$40,000	Events & Field Trips - return to pre-pandemic camp offerings. Field trips drive increased enrollment and are incorporated into camp fees. Offset by program revenue.
50-20-52190	\$20,000	Temporary Childcare workers – to maintain state mandated staff-to-child ratios
Measure H Fund (207)		
50-30-53290	\$50,000	Emergency repairs reserve (as needed)

RECREION DEPARTMENT BUDGET DETAIL

Account Number	Account Description	FY2018-19 Actual	FY2019-20 Actual	FY2020-21 Actual	FY2021-22 Amended	FY2022-23 Proposed
Fund: 101 - General Fund						
REVENUES						
Department: 50 - Recreation						
Division: 10 - Recreation-Admin						
<i>4600-Charges - Charges for Services</i>						
46520	Program Fees	\$87,763	\$52,618	\$21,574	\$0	\$0
46524	Special Event Revenue	(\$39)	\$0	\$0	\$70,000	\$0
46541	Field Maintenance Fees	\$7,320	\$18,973	\$11,750	\$0	\$0
46542	Restroom Key Fees	\$5,720	\$4,120	\$2,765	\$3,500	\$6,000
46543	Tennis Permit Fees	\$58	\$155	\$364	\$400	\$300
46550	Taxable Sales	\$32	\$0	\$0	\$200	\$100
<i>Account Classification Total: 4600-Charges - Charges for Services</i>		\$100,853	\$75,865	\$36,453	\$74,100	\$6,400
<i>4800-Oth Revenu - Other Revenue</i>						
48120	Contributions & Donations	\$0	\$13,769	\$9,595	\$0	\$0
48990	Other Misc Revenue	\$343	\$42	\$34,624	\$125,000	\$125,000
<i>Account Classification Total: 4800-Oth Revenu - Other Revenue</i>		\$343	\$13,810	\$44,219	\$125,000	\$125,000
Division Total: 10 - Recreation-Admin		\$101,196	\$89,675	\$80,672	\$199,100	\$131,400
Division: 20 - Recreation-Chldcr Admin						
<i>4600-Charges - Charges for Services</i>						
46520	Program Fees	\$100,324	\$58,469	\$38,079	\$75,000	\$85,000
46521.1	Teeter Tots Fees	\$135,544	\$105,809	\$52,398	\$75,000	\$80,000
46521.11	Childcare - COVID-19	\$0	\$0	\$383,785	\$0	\$0
46521.2	Casa Cerrito Preschool	\$229,999	\$95,716	\$0	\$0	\$0
46521.3	Harding Childcare	\$432,981	\$352,342	\$248,323	\$400,000	\$435,000
46521.5	Madera Childcare	\$587,218	\$443,966	\$32,619	\$585,000	\$700,000
46521.6	Fairmount Childcare	\$210,847	\$179,236	\$248	\$150,000	\$195,000
46521.7	Harding Child AM	\$72	\$0	\$0	\$0	\$0
46522.1	Arlington Daycamp	\$76,864	\$32,381	\$129,515	\$60,000	\$90,000
46522.2	Daycamp VIP	\$5,879	\$27	\$0	\$3,000	\$3,000
46522.3	Harding Daycamp	\$83,018	\$136,424	\$105,521	\$70,000	\$110,000
46522.4	Mix & Match Camp	\$70,177	\$135,202	\$17,465	\$65,000	\$25,000
46522.5	Enrichment Programs	\$4,966	\$29	\$0	\$6,000	\$0
46522.6	Discover Summer Camp	\$97,119	\$56,467	\$82,376	\$75,000	\$110,000
<i>Account Classification Total: 4600-Charges - Charges for Services</i>		\$2,035,007	\$1,596,067	\$1,090,328	\$1,564,000	\$1,833,000
Division Total: 20 - Recreation-Chldcr Admin		\$2,035,007	\$1,596,067	\$1,090,328	\$1,564,000	\$1,833,000
Division: 30 - Recreation-Swim Center						
<i>4400-Use of Prp - Use of Money and Property</i>						
44227	Rentals-Swim Ctr	\$48,056	\$31,249	\$2,040	\$25,000	\$35,000
44228	Rental-Schools	\$110	\$0	\$486	\$0	\$0
<i>Account Classification Total: 4400-Use of Prp - Use of Money and</i>		\$48,165	\$31,249	\$2,526	\$25,000	\$35,000

Property

4600-Charges - Charges for Services

46520	Program Fees	\$46,261	\$2,442	\$0	\$35,000	\$15,000
46525	Recreation Swim	\$89,447	\$69,155	(\$142)	\$75,000	\$80,000
46526	Lap Swim	\$153,577	\$121,369	\$465,998	\$300,000	\$300,000
46526.1	Water Aerobics	\$20,511	\$16,292	\$10,729	\$20,000	\$25,000
46527	Swim Teams	\$95,716	\$79,767	\$209,825	\$100,000	\$140,000
46527.1	Swim Team ECHS	\$0	\$97	\$0	\$0	\$0
46530	Training/Class Fees	\$7,506	\$1,315	\$2,179	\$7,500	\$5,500
46537	Lesson Fees	\$326,119	\$125,597	\$35,078	\$250,000	\$275,000
46550	Taxable Sales	\$1,439	\$1,191	\$15	\$1,000	\$1,000

Account Classification Total: 4600-Charges - Charges for Services

\$740,577 \$417,225 \$723,681 \$788,500 \$841,500

4800-Oth Revenu - Other Revenue

48120	Contributions & Donations	\$792	\$48	\$502	\$0	\$0
48990	Other Misc Revenue	\$0	\$88	\$0	\$0	\$0

Account Classification Total: 4800-Oth Revenu - Other Revenue

\$792 \$136 \$502 \$0 \$0

Division Total: 30 - Recreation-Swim Center

\$789,534 \$448,610 \$726,709 \$813,500 \$876,500

Division: 40 - Recreation-Senior Svcs

4400-Use of Prp - Use of Money and Property

44220	Rentals-Facilities	\$0	\$4,850	\$558	\$0	\$5,000
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Account Classification Total: 4400-Use of Prp - Use of Money and Property

\$0 \$4,850 \$558 \$0 \$5,000

4600-Charges - Charges for Services

46520	Program Fees	\$44,576	\$40,255	\$900	\$15,000	\$32,000
46532	Excursions/Trips	\$10,197	\$5,494	\$0	\$7,000	\$7,000
46544	Trash Bag Progm	\$0	\$153	\$0	\$0	\$0

Account Classification Total: 4600-Charges - Charges for Services

\$54,773 \$45,902 \$900 \$22,000 \$39,000

4800-Oth Revenu - Other Revenue

48120	Contributions & Donations	\$21,974	\$14,368	\$1,877	\$15,000	\$1,000
48990	Other Misc Revenue	\$12,185	\$229	\$0	\$0	\$0

Account Classification Total: 4800-Oth Revenu - Other Revenue

\$34,159 \$14,597 \$1,877 \$15,000 \$1,000

4900-Oth Source - Other Financing Sources

49991.214	Indirect Xfer In-Paratransit	\$34,000	\$35,360	\$34,000	\$34,000	\$35,020
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Account Classification Total: 4900-Oth Source - Other Financing Sources

\$34,000 \$35,360 \$34,000 \$34,000 \$35,020

Division Total: 40 - Recreation-Senior Svcs

\$122,932 \$100,709 \$37,335 \$71,000 \$80,020

Division: 50 - Recreation-Adult/Commnty

4400-Use of Prp - Use of Money and Property

44221	Rentals-Comm Center	\$69,898	\$45,821	(\$2,110)	\$45,000	\$50,000
44222	Rentals-Field Reserv	\$14,914	\$22,559	\$55,096	\$50,000	\$60,000
44223	Rentals-Clubhouse	\$28,592	\$28,279	(\$628)	\$20,000	\$25,000
44224	Rentals-Picnic	\$33,158	\$19,141	\$9,742	\$30,000	\$40,000
44226	Rentals-Tennis Crt	\$31,950	\$42,093	\$102,757	\$40,000	\$75,000

Account Classification Total: 4400-Use of Prp - Use of Money and Property

\$178,513 \$157,892 \$164,856 \$185,000 \$250,000

4600-Charges - Charges for Services

46520.4	Orchestra Class	\$3,868	(\$3,223)	\$1,741	\$0	\$0
46524	Special Event Revenue	\$0	\$10,847	\$0	\$10,000	\$5,000
46530	Training/Class Fees	\$724	\$1,310	\$0	\$1,000	\$0

46531	General Activities	\$123,658	\$80,537	\$30,804	\$85,000	\$100,000
46540	Miscellaneous Program Fee	\$3,470	\$3,388	\$248	\$0	\$0
<i>Account Classification Total: 4600-Charges - Charges for Services</i>		\$131,719	\$92,859	\$32,792	\$96,000	\$105,000
<i>4800-Oth Revenu - Other Revenue</i>						
48120	Contributions & Donations	\$0	(\$25)	\$0	\$0	\$0
<i>Account Classification Total: 4800-Oth Revenu - Other Revenue</i>		\$0	(\$25)	\$0	\$0	\$0
Division Total: 50 - Recreation-Adult/Commnty		\$310,232	\$250,727	\$197,648	\$281,000	\$355,000
Division: 60 - Recreation-Youth Services						
<i>4600-Charges - Charges for Services</i>						
46520.2	Ravenclyff Prgrm	\$130,089	\$6,403	\$0	\$100,000	\$120,000
46524	Special Event Revenue	\$0	\$8,048	\$0	\$8,000	\$5,000
46531	General Activities	\$216,272	\$186,768	\$1,894	\$150,000	\$160,000
46533	Special Programs	\$256,527	\$101,337	\$59,712	\$222,500	\$850,000
46534	Sports Programs	\$412,121	\$316,168	\$333,753	\$300,000	\$150,000
46540	Miscellaneous Program Fee	\$24,610	\$16,611	\$3,514	\$0	\$2,500
<i>Account Classification Total: 4600-Charges - Charges for Services</i>		\$1,039,618	\$635,336	\$398,873	\$780,500	\$1,287,500
<i>4800-Oth Revenu - Other Revenue</i>						
48121	Fundraisers	\$4,167	\$1,511	\$0	\$0	\$0
48990	Other Misc Revenue	\$0	(\$6)	(\$450)	\$0	\$0
<i>Account Classification Total: 4800-Oth Revenu - Other Revenue</i>		\$4,167	\$1,504	(\$450)	\$0	\$0
Division Total: 60 - Recreation-Youth Services		\$1,043,786	\$636,841	\$398,423	\$780,500	\$1,287,500
Department Total: 50 - Recreation		\$4,402,688	\$3,122,630	\$2,531,115	\$3,709,100	\$4,563,420
REVENUES Total		\$4,402,688	\$3,122,630	\$2,531,115	\$3,709,100	\$4,563,420
EXPENSES						
Department: 50 - Recreation						
Division: 10 - Recreation-Admin						
<i>5100-Persn - Personnel</i>						
51110	Regular Salaries & Wages	\$235,843	\$315,035	\$268,507	\$151,312	\$151,312
51120	Part-Time Permanent Salaries & Wages	\$16,156	\$4,805	\$0	\$2,000	\$15,000
51200	PARS Contribution	\$14	\$0	\$0	\$15	\$60
51210	PERS Contributions	\$27,623	\$41,724	\$38,275	\$34,516	\$34,516
51211	PERS UAL	\$59,140	\$64,204	\$71,493	\$96,060	\$91,315
51220	FICA/Medicare	\$15,911	\$22,527	\$19,215	\$18,960	\$18,960
51230	Medical Benefits	\$29,170	\$50,325	\$40,979	\$36,369	\$36,369
51235	Life & LTD Insurance	\$2,679	\$3,629	\$3,387	\$1,772	\$1,772
51240	Workers Compensation Premiums	\$15,993	\$16,624	\$13,008	\$10,718	\$13,097
51140	Overtime Pay	\$194	\$730	\$0	\$500	\$500
51150	Special Pay	\$0	\$1,250	\$1,038	\$650	\$650
51155	One-Time Payouts	\$9,702	\$10,992	\$0	\$0	\$0
51237	Allowances & Other Benefits	\$7,350	\$6,300	\$0	\$0	\$0
<i>Account Classification Total: 5100-Persn - Personnel</i>		\$419,775	\$538,145	\$455,902	\$352,872	\$363,551
<i>5200-Prof Svcs - Purchased Professional & Technical Services</i>						
52190	Miscellaneous Prof Svcs	\$84,008	\$9,650	\$0	\$9,500	\$18,000
52230	Other Technical Services	\$5,429	\$234	\$360	\$3,000	\$8,000

52240	Miscellaneous Services	\$2,678	\$1,252	\$0	\$1,200	\$10,000
52250	Instructor Services	\$19	\$0	\$0	\$1,200	\$0
<i>Account Classification Total: 5200-Prof Svcs - Purchased Professional & Technical Services</i>		\$92,134	\$11,136	\$360	\$14,900	\$36,000
<i>5300-Prop Svcs - Purchased Property Services</i>						
53110	Utilities-Energy	\$5,910	\$4,196	\$13,681	\$19,074	\$13,800
53111	Utilities-Water & Sewer	\$43,758	\$53,436	\$17,480	\$22,000	\$3,660
53230	Building Maint Services	\$13,096	\$6,666	\$4,647	\$7,300	\$12,000
53240	Landscape/Park Maint Svcs	\$1,500	\$0	\$0	\$0	\$5,000
53250	Vehicle & Equip Maint Svc	\$599	\$4,110	\$6,280	\$4,000	\$4,000
53290	Miscellaneous R&M Svcs	\$13	\$0	\$0	\$0	\$0
53320	Vehicle & Equipment Lease	\$3,457	\$49	\$0	\$0	\$0
53990	Other Property Services	\$27,083	\$25,542	\$47,115	\$48,000	\$50,000
<i>Account Classification Total: 5300-Prop Svcs - Purchased Property Services</i>		\$95,415	\$94,000	\$89,202	\$100,374	\$88,460
<i>5400-Other Svcs - Other Purchased Services</i>						
54210	Telephone Expenses	\$22,990	\$12,778	\$11,691	\$20,000	\$13,509
54220	Mobile/Wireless Expenses	\$849	\$1,800	\$1,440	\$0	\$2,000
54230	Internet Services	\$22,043	\$20,868	\$23,163	\$33,145	\$12,528
54240	Software Licenses & Maintenance	\$22,909	\$28,112	\$1,259	\$5,000	\$18,000
54310	Legal Notices & Advertise	\$0	\$0	\$0	\$500	\$1,000
54410	Printing & Binding	\$34,268	\$25,356	\$0	\$15,000	\$30,000
54610	Travel & Training	\$756	\$1,036	\$0	\$2,650	\$5,000
54910	Dues & Subscriptions	\$2,391	\$1,953	\$0	\$2,100	\$2,500
54920	Events & Field Trips	\$173,750	\$30,516	\$0	\$70,000	\$50,000
54990	Other Administrative Svcs	\$11,042	(\$2,527)	\$2,674	\$5,000	\$14,000
<i>Account Classification Total: 5400-Other Svcs - Other Purchased Services</i>		\$290,999	\$119,893	\$40,227	\$153,395	\$148,537
<i>5500-Supplies - Supplies</i>						
55110	General Office Supplies	\$1,193	\$413	(\$212)	\$2,000	\$3,000
55120	Postage & Delivery	\$18,094	\$13,639	\$3	\$10,000	\$25,000
55130	Photocopying Charges	\$2,935	\$709	\$0	\$3,500	\$3,500
55140	Recognition-EE/Volunteer	\$179	\$168	\$0	\$500	\$2,500
55210	Fuel	\$1,450	\$1,446	\$1,535	\$1,500	\$1,500
55290	Other Operating Supplies	\$1,768	\$5,836	\$1,331	\$4,000	\$8,000
55520	Building Supplies	\$278	\$743	\$236	\$5,000	\$5,000
<i>Account Classification Total: 5500-Supplies - Supplies</i>		\$25,897	\$22,954	\$2,893	\$26,500	\$48,500
<i>5600-Prop & Cap - Property & Capital</i>						
56410	Office Equipment <\$10K	\$120	\$21,439	\$11,284	\$9,000	\$18,000
56520	Vehicles >\$10K	\$27,869	\$0	\$0	\$0	\$0
56710	Other Equipment <\$10K	\$0	\$1,400	\$2,042	\$3,000	\$8,000
<i>Account Classification Total: 5600-Prop & Cap - Property & Capital</i>		\$27,989	\$22,839	\$13,326	\$12,000	\$26,000
<i>5800-Financing - Financing Costs</i>						
58110.5	Principal Payment - Equipment	\$6,038	\$5,052	\$5,313	\$5,588	\$5,878
58120.5	Interest Payments - PW and REC Trucks	\$144	\$1,130	\$869	\$1,130	\$304

58220	Licenses & Permits	\$0	\$467	\$0	\$1,000	\$1,500
58250	Cash Over/Short	\$24	(\$342)	(\$3)	\$0	\$0
58920	Bank & Credit Card Fees	\$151,299	\$115,103	\$72,100	\$125,000	\$125,000
<i>Account Classification Total: 5800-Financing - Financing Costs</i>		\$157,505	\$121,410	\$78,278	\$132,718	\$132,682
Division Total: 10 - Recreation-Admin		\$1,109,714	\$930,376	\$680,188	\$792,759	\$843,730
Division: 20 - Recreation-Chldcr Admin						
<i>5100-Persn - Personnel</i>						
51110	Regular Salaries & Wages	\$442,812	\$432,035	\$334,973	\$326,894	\$415,478
51120	Part-Time Permanent Salaries & Wages	\$626,592	\$542,836	\$372,652	\$500,000	\$625,000
51200	PARS Contribution	\$5,646	\$4,304	\$3,256	\$5,000	\$6,000
51210	PERS Contributions	\$66,502	\$74,693	\$68,852	\$45,638	\$46,199
51211	PERS UAL	\$68,081	\$88,662	\$98,728	\$121,351	\$126,102
51220	FICA/Medicare	\$52,871	\$52,911	\$42,116	\$25,413	\$31,784
51230	Medical Benefits	\$126,512	\$129,754	\$119,957	\$99,356	\$106,310
51235	Life & LTD Insurance	\$5,016	\$12,068	\$60,424	\$2,913	\$3,000
51240	Workers Compensation Premiums	\$37,378	\$44,266	\$30,422	\$21,435	\$32,741
51140	Overtime Pay	\$31,703	\$18,676	\$50	\$3,000	\$3,000
51150	Special Pay	\$7,600	\$7,600	\$7,700	\$5,300	\$5,300
51155	One-Time Payouts	\$9,430	\$10,882	\$6,511	\$0	\$0
51237	Allowances & Other Benefits	\$3,900	\$3,150	\$0	\$0	\$0
51242	Workers Compensation Pay (In Lieu of Salary)	\$0	\$130	\$0	\$0	\$0
<i>Account Classification Total: 5100-Persn - Personnel</i>		\$1,484,042	\$1,421,966	\$1,145,641	\$1,156,300	\$1,400,914
<i>5200-Prof Svcs - Purchased Professional & Technical Services</i>						
52190	Miscellaneous Prof Svcs	\$2,052	\$9,710	\$0	\$2,000	\$20,000
52220	Medical Services	\$992	\$489	\$0	\$1,000	\$2,000
52250	Instructor Services	\$7,260	\$2,739	\$3,242	\$3,000	\$3,000
<i>Account Classification Total: 5200-Prof Svcs - Purchased Professional & Technical Services</i>		\$10,304	\$12,938	\$3,242	\$6,000	\$25,000
<i>5300-Prop Svcs - Purchased Property Services</i>						
53110	Utilities-Energy	\$10,629	\$10,057	\$8,611	\$11,764	\$11,500
53230	Building Maint Services	\$224	\$235	\$0	\$0	\$0
53310	Land & Building Lease	\$0	\$9,348	\$0	\$9,000	\$10,000
53990	Other Property Services	\$1,652	\$2,467	\$2,319	\$2,500	\$3,000
<i>Account Classification Total: 5300-Prop Svcs - Purchased Property Services</i>		\$12,505	\$22,107	\$10,930	\$23,264	\$24,500
<i>5400-Other Svcs - Other Purchased Services</i>						
54210	Telephone Expenses	\$3,023	\$1,517	\$803	\$3,600	\$1,013
54220	Mobile/Wireless Expenses	\$5,203	\$5,124	\$4,737	\$2,249	\$7,000
54230	Internet Services	\$51	\$2,761	\$4,016	\$4,250	\$4,000
54310	Legal Notices & Advertise	\$636	\$0	\$175	\$2,000	\$2,500
54610	Travel & Training	\$2,882	\$1,551	\$0	\$2,000	\$4,000
54910	Dues & Subscriptions	\$0	\$210	\$120	\$1,500	\$1,500
54920	Events & Field Trips	\$33,455	\$19,124	\$943	\$8,000	\$40,000
<i>Account Classification Total: 5400-Other Svcs - Other Purchased Services</i>		\$45,250	\$30,287	\$10,794	\$23,599	\$60,013
<i>5500-Supplies - Supplies</i>						
55110	General Office Supplies	\$947	\$344	\$85	\$1,000	\$2,000

55120	Postage & Delivery	\$161	\$72	\$0	\$500	\$500
55130	Photocopying Charges	\$2,698	\$559	\$0	\$1,500	\$3,500
55140	Recognition-EE/Volunteer	\$75	\$0	\$0	\$1,000	\$3,000
55210	Fuel	\$1,432	\$1,428	\$1,516	\$1,000	\$1,500
55230	Medical Supplies	\$0	\$0	\$0	\$2,000	\$7,500
55240	Clothing & Uniform Supply	\$0	\$0	\$0	\$2,000	\$7,500
55250	Vehicle & Equip Supplies	\$2,910	\$0	\$0	\$1,000	\$1,500
55290	Other Operating Supplies	\$98,471	\$62,817	\$15,332	\$55,000	\$80,000
55520	Building Supplies	\$0	\$290	\$0	\$2,000	\$2,000
<i>Account Classification Total: 5500-Supplies - Supplies</i>		\$106,694	\$65,511	\$16,932	\$67,000	\$109,000
<i>5600-Prop & Cap - Property & Capital</i>						
56410	Office Equipment <\$10K	\$62	\$987	\$0	\$2,000	\$2,000
56710	Other Equipment <\$10K	\$5,160	\$7,550	\$2,614	\$5,000	\$5,000
<i>Account Classification Total: 5600-Prop & Cap - Property & Capital</i>		\$5,223	\$8,537	\$2,614	\$7,000	\$7,000
<i>5800-Financing - Financing Costs</i>						
58220	Licenses & Permits	\$1,694	\$0	\$4,235	\$2,500	\$2,000
<i>Account Classification Total: 5800-Financing - Financing Costs</i>		\$1,694	\$0	\$4,235	\$2,500	\$2,000
Division Total: 20 - Recreation-Chldcr Admin		\$1,665,711	\$1,561,345	\$1,194,388	\$1,285,663	\$1,628,427
Division: 30 - Recreation-Swim Center						
<i>5100-Persn - Personnel</i>						
51110	Regular Salaries & Wages	\$186,015	\$86,309	\$78,689	\$82,538	\$94,459
51120	Part-Time Permanent Salaries & Wages	\$532,566	\$460,878	\$251,658	\$400,000	\$500,000
51200	PARS Contribution	\$6,726	\$5,785	\$2,737	\$6,000	\$6,500
51210	PERS Contributions	\$21,920	\$19,679	\$13,041	\$10,746	\$10,878
51211	PERS UAL	\$34,819	\$43,239	\$48,148	\$30,151	\$61,498
51220	FICA/Medicare	\$22,929	\$18,513	\$11,498	\$6,314	\$7,226
51230	Medical Benefits	\$33,167	\$20,534	\$20,235	\$20,163	\$21,574
51235	Life & LTD Insurance	\$3,177	\$1,605	\$51,845	\$728	\$749
51240	Workers Compensation Premiums	\$10,693	\$11,018	\$8,672	\$4,287	\$3,274
51140	Overtime Pay	\$7,509	\$11,485	\$0	\$1,000	\$1,000
51150	Special Pay	\$287	\$69	\$0	\$0	\$0
51155	One-Time Payouts	\$319	\$0	\$9,559	\$0	\$0
51237	Allowances & Other Benefits	\$3,488	\$2,363	\$0	\$0	\$0
51242	Workers Compensation Pay (In Lieu of Salary)	\$113	\$0	\$0	\$0	\$0
<i>Account Classification Total: 5100-Persn - Personnel</i>		\$863,728	\$681,477	\$496,081	\$561,927	\$707,158
<i>5200-Prof Svcs - Purchased Professional & Technical Services</i>						
52190	Miscellaneous Prof Svcs	\$48,241	\$47,841	\$1,857	\$1,400	\$2,000
52220	Medical Services	\$85	\$45	\$0	\$1,500	\$1,500
52250	Instructor Services	\$0	\$1,129	\$0	\$0	\$3,500
<i>Account Classification Total: 5200-Prof Svcs - Purchased Professional & Technical Services</i>		\$48,326	\$49,014	\$1,857	\$2,900	\$7,000
<i>5300-Prop Svcs - Purchased Property Services</i>						
53110	Utilities-Energy	\$38,848	\$37,814	\$21,988	\$24,860	\$54,629
53111	Utilities-Water & Sewer	\$0	\$0	\$0	\$28,466	\$43,920

53230	Building Maint Services	\$1,223	\$581	\$627	\$2,000	\$2,000
53290	Miscellaneous R&M Svcs	\$2,495	\$0	\$0	\$0	\$0
53990	Other Property Services	\$0	\$19,357	\$0	\$0	\$9,000
<i>Account Classification Total: 5300-Prop Svcs - Purchased Property Services</i>		\$42,566	\$57,753	\$22,615	\$55,326	\$109,549
<i>5400-Other Svcs - Other Purchased Services</i>						
54210	Telephone Expenses	\$4,142	\$2,564	\$2,041	\$4,000	\$2,273
54220	Mobile/Wireless Expenses	\$842	\$1,680	\$1,560	\$0	\$1,500
54230	Internet Services	\$51	\$2,761	\$3,735	\$5,303	\$3,402
54310	Legal Notices & Advertise	\$0	\$0	\$0	\$0	\$1,000
54610	Travel & Training	\$8,807	\$2,990	\$1,797	\$1,500	\$8,000
54910	Dues & Subscriptions	\$412	\$650	\$375	\$1,500	\$2,000
54920	Events & Field Trips	\$11,677	\$3,504	\$0	\$5,000	\$5,000
<i>Account Classification Total: 5400-Other Svcs - Other Purchased Services</i>		\$25,933	\$14,148	\$9,507	\$17,303	\$23,175
<i>5500-Supplies - Supplies</i>						
55110	General Office Supplies	\$1,400	\$369	\$84	\$1,500	\$2,000
55120	Postage & Delivery	\$50	\$31	\$0	\$500	\$500
55130	Photocopying Charges	\$2,903	\$671	\$0	\$3,000	\$3,000
55140	Recognition-EE/Volunteer	\$1,275	\$515	\$0	\$1,000	\$3,000
55210	Fuel	\$1,414	\$1,410	\$1,497	\$1,500	\$1,500
55230	Medical Supplies	\$1,588	\$181	\$670	\$2,000	\$2,000
55240	Clothing & Uniform Supply	\$5,368	\$0	\$0	\$5,000	\$6,000
55290	Other Operating Supplies	\$17,033	\$4,578	\$2,113	\$18,000	\$25,000
55295	Chemicals	\$52,200	\$39,830	\$1,641	\$0	\$0
55520	Building Supplies	\$16	\$94	\$88	\$1,500	\$2,000
55590	Other Maintenance Supply	\$5,446	\$403	\$419	\$6,000	\$6,000
<i>Account Classification Total: 5500-Supplies - Supplies</i>		\$88,693	\$48,084	\$6,512	\$40,000	\$51,000
<i>5600-Prop & Cap - Property & Capital</i>						
56410	Office Equipment <\$10K	\$62	\$0	\$0	\$0	\$2,000
56710	Other Equipment <\$10K	\$9,807	\$0	\$0	\$3,000	\$5,000
<i>Account Classification Total: 5600-Prop & Cap - Property & Capital</i>		\$9,870	\$0	\$0	\$3,000	\$7,000
<i>5800-Financing - Financing Costs</i>						
58220	Licenses & Permits	\$3,389	\$1,395	\$4,076	\$2,200	\$3,500
<i>Account Classification Total: 5800-Financing - Financing Costs</i>		\$3,389	\$1,395	\$4,076	\$2,200	\$3,500
Division Total: 30 - Recreation-Swim Center		\$1,082,504	\$851,870	\$540,649	\$682,656	\$908,382
Division: 40 - Recreation-Senior Svcs						
<i>5100-Persn - Personnel</i>						
51110	Regular Salaries & Wages	\$102,175	\$127,166	\$107,036	\$66,449	\$72,384
51120	Part-Time Permanent Salaries & Wages	\$27,052	\$33,551	\$602	\$0	\$15,000
51200	PARS Contribution	\$469	\$307	\$8	\$0	\$80
51210	PERS Contributions	\$7,798	\$14,519	\$12,756	\$6,961	\$7,046
51211	PERS UAL	(\$51,481)	\$12,666	\$14,104	\$12,902	\$18,014
51220	FICA/Medicare	\$7,666	\$10,465	\$8,102	\$5,083	\$5,537
51230	Medical Benefits	\$16,909	\$31,517	\$29,592	\$16,745	\$17,917

51235	Life & LTD Insurance	\$5,382	\$1,539	\$22,079	\$579	\$596
51240	Workers Compensation Premiums	\$10,693	\$9,665	\$8,672	\$3,858	\$1,364
51140	Overtime Pay	\$495	\$1,141	\$0	\$500	\$500
51150	Special Pay	\$0	\$500	\$0	\$0	\$0
51155	One-Time Payouts	\$11,992	\$0	\$1,516	\$0	\$0
51237	Allowances & Other Benefits	\$1,575	\$2,363	\$0	\$0	\$0
<i>Account Classification Total: 5100-Persn - Personnel</i>		\$140,725	\$245,399	\$204,466	\$113,077	\$138,438
<i>5200-Prof Svcs - Purchased Professional & Technical Services</i>						
52190	Miscellaneous Prof Svcs	\$64	\$149	\$0	\$0	\$0
52220	Medical Services	\$70	\$155	\$0	\$500	\$500
52240	Miscellaneous Services	\$157	\$0	\$0	\$0	\$1,000
52250	Instructor Services	\$21,225	\$15,806	\$2,805	\$15,000	\$15,000
<i>Account Classification Total: 5200-Prof Svcs - Purchased Professional & Technical Services</i>		\$21,516	\$16,110	\$2,805	\$15,500	\$16,500
<i>5300-Prop Svcs - Purchased Property Services</i>						
53110	Utilities-Energy	\$10,653	\$10,295	\$10,166	\$5,000	\$5,000
53230	Building Maint Services	\$3,777	\$10,502	\$3,419	\$0	\$2,000
53250	Vehicle & Equip Maint Svc	\$1,437	\$0	\$0	\$0	\$0
53310	Land & Building Lease	\$125,929	\$136,433	\$115,483	\$126,000	\$126,000
53990	Other Property Services	\$716	\$372	\$566	\$800	\$800
<i>Account Classification Total: 5300-Prop Svcs - Purchased Property Services</i>		\$142,512	\$157,602	\$129,634	\$131,800	\$133,800
<i>5400-Other Svcs - Other Purchased Services</i>						
54210	Telephone Expenses	\$2,763	\$1,583	\$1,329	\$1,000	\$0
54220	Mobile/Wireless Expenses	\$1,565	\$2,915	\$2,713	\$1,220	\$1,220
54230	Internet Services	\$288	\$2,900	\$5,623	\$4,410	\$0
54410	Printing & Binding	\$2,410	\$2,301	\$730	\$1,500	\$3,000
54610	Travel & Training	\$231	\$30	\$0	\$1,000	\$1,000
54910	Dues & Subscriptions	\$1,905	\$1,740	\$380	\$1,000	\$1,000
54920	Events & Field Trips	\$9,622	\$6,502	\$0	\$5,000	\$5,000
<i>Account Classification Total: 5400-Other Svcs - Other Purchased Services</i>		\$18,783	\$17,972	\$10,775	\$15,130	\$11,220
<i>5500-Supplies - Supplies</i>						
55110	General Office Supplies	\$1,918	\$1,464	(\$42)	\$1,000	\$1,000
55120	Postage & Delivery	\$7,878	\$6,417	\$7	\$2,000	\$5,000
55130	Photocopying Charges	\$922	\$830	\$0	\$1,000	\$0
55140	Recognition-EE/Volunteer	\$0	\$131	\$0	\$500	\$0
55210	Fuel	\$707	\$709	\$748	\$800	\$800
55250	Vehicle & Equip Supplies	\$0	\$0	\$0	\$500	\$0
55290	Other Operating Supplies	\$5,537	\$1,455	\$187	\$1,500	\$1,500
55520	Building Supplies	\$102	\$168	\$60	\$0	\$0
<i>Account Classification Total: 5500-Supplies - Supplies</i>		\$17,065	\$11,175	\$960	\$7,300	\$8,300
<i>5600-Prop & Cap - Property & Capital</i>						
56410	Office Equipment <\$10K	\$0	\$3,544	\$2,086	\$3,000	\$0
56710	Other Equipment <\$10K	\$4,238	\$3,010	\$1,223	\$2,000	\$2,000
<i>Account Classification Total: 5600-Prop & Cap - Property & Capital</i>		\$4,238	\$6,554	\$3,309	\$5,000	\$2,000

Division Total: 40 - Recreation-Senior Svcs**Division: 50 - Recreation-Adult /Commnty***5100-Persn - Personnel*

51110	Regular Salaries & Wages	\$43,533	\$56,740	\$47,924	\$76,003	\$81,046
51120	Part-Time Permanent Salaries & Wages	\$6,943	\$5,978	\$25	\$15,000	\$15,000
51200	PARS Contribution	\$32	\$78	\$0	\$0	\$80
51210	PERS Contributions	\$5,407	\$7,645	\$6,097	\$8,568	\$8,673
51211	PERS UAL	\$12,020	\$16,597	\$18,481	\$16,629	\$23,605
51220	FICA/Medicare	\$3,630	\$4,259	\$3,624	\$5,864	\$6,200
51230	Medical Benefits	\$8,478	\$13,225	\$12,460	\$16,150	\$17,280
51235	Life & LTD Insurance	\$512	\$678	\$564	\$676	\$696
51240	Workers Compensation Premiums	\$7,996	\$8,312	\$2,588	\$5,144	\$7,367
51140	Overtime Pay	\$1,092	\$528	\$0	\$0	\$0
51150	Special Pay	\$780	\$780	\$408	\$650	\$650
51237	Allowances & Other Benefits	\$300	\$788	\$0	\$0	\$0

*Account Classification Total: 5100-Persn - Personnel**5200-Prof Svcs - Purchased Professional & Technical Services*

52250	Instructor Services	\$72,258	\$60,206	\$8,772	\$50,000	\$65,000
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*Account Classification Total: 5200-Prof Svcs - Purchased Professional & Technical Services**5300-Prop Svcs - Purchased Property Services*

53230	Building Maint Services	\$10,791	\$91	\$0	\$0	\$0
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*Account Classification Total: 5300-Prop Svcs - Purchased Property Services**5400-Other Svcs - Other Purchased Services*

54210	Telephone Expenses	\$6,622	\$4,297	\$3,312	\$6,700	\$4,159
54220	Mobile/Wireless Expenses	\$482	\$720	\$720	\$0	\$800
54230	Internet Services	\$103	\$2,761	\$3,735	\$6,870	\$3,402
54610	Travel & Training	\$0	\$620	\$0	\$1,000	\$2,000
54910	Dues & Subscriptions	\$0	\$0	\$0	\$0	\$500
54920	Events & Field Trips	\$1,049	\$0	\$0	\$2,000	\$5,000

*Account Classification Total: 5400-Other Svcs - Other Purchased Services**5500-Supplies - Supplies*

55110	General Office Supplies	\$697	\$262	\$134	\$500	\$1,500
55120	Postage & Delivery	\$862	\$220	\$19	\$300	\$1,000
55130	Photocopying Charges	\$2,834	\$671	\$0	\$2,500	\$3,000
55250	Vehicle & Equip Supplies	\$0	\$2,250	\$0	\$0	\$0
55290	Other Operating Supplies	\$5,807	\$1,692	\$0	\$6,000	\$10,000
55520	Building Supplies	\$122	\$212	\$0	\$500	\$0
55590	Other Maintenance Supply	\$0	\$550	\$0	\$0	\$0

*Account Classification Total: 5500-Supplies - Supplies**5600-Prop & Cap - Property & Capital*

56410	Office Equipment <\$10K	\$0	\$0	\$0	\$0	\$2,000
56710	Other Equipment <\$10K	\$2,601	\$4,030	\$607	\$3,000	\$5,000

Account Classification Total: 5600-Prop & Cap - Property & Capital

Division Total: 50 - Recreation-Adult/Commnty**Division: 60 - Recreation-Youth Services***5100-Persn - Personnel*

51110	Regular Salaries & Wages	\$101,557	\$161,585	\$123,335	\$164,294	\$164,294
51120	Part-Time Permanent Salaries & Wages	\$51,713	\$42,293	\$37,724	\$50,000	\$45,000
51200	PARS Contribution	\$605	\$423	\$256	\$0	\$800
51210	PERS Contributions	\$6,943	\$10,793	\$8,860	\$12,944	\$12,944
51211	PERS UAL	\$17,923	\$20,964	\$23,345	\$20,356	\$29,817
51220	FICA/Medicare	\$8,690	\$12,426	\$10,165	\$10,220	\$10,220
51230	Medical Benefits	\$13,016	\$23,704	\$19,908	\$21,937	\$21,937
51235	Life & LTD Insurance	\$1,066	\$1,895	\$9,628	\$1,176	\$1,176
51240	Workers Compensation Premiums	\$7,996	\$8,312	\$10,421	\$8,574	\$10,914
51140	Overtime Pay	\$3,737	\$2,734	\$0	\$2,080	\$2,080
51150	Special Pay	\$520	\$520	\$368	\$1,300	\$1,300
51155	One-Time Payouts	\$0	\$0	\$4,561	\$0	\$0
51237	Allowances & Other Benefits	\$3,150	\$3,150	\$0	\$0	\$0

Account Classification Total: 5100-Persn - Personnel

\$216,916	\$288,801	\$248,568	\$292,881	\$300,482
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5200-Prof Svcs - Purchased Professional & Technical Services

52190	Miscellaneous Prof Svcs	\$132	\$1,893	\$0	\$0	\$1,000
52250	Instructor Services	\$497,481	\$457,266	\$94,226	\$300,000	\$550,000

Account Classification Total: 5200-Prof Svcs - Purchased Professional & Technical Services

\$497,613	\$459,159	\$94,226	\$300,000	\$551,000
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5300-Prop Svcs - Purchased Property Services

53250	Vehicle & Equip Maint Svc	\$1,668	\$5,466	\$0	\$2,000	\$0
53310	Land & Building Lease	\$135	\$14,173	\$0	\$0	\$9,000

Account Classification Total: 5300-Prop Svcs - Purchased Property Services

\$1,803	\$19,639	\$0	\$2,000	\$9,000
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5400-Other Svcs - Other Purchased Services

54110	Insurance Premiums	\$0	\$0	\$0	\$0	\$6,000
54210	Telephone Expenses	\$4,143	\$2,565	\$1,970	\$4,000	\$2,273
54220	Mobile/Wireless Expenses	(\$58)	\$0	\$0	\$0	\$1,500
54230	Internet Services	\$0	\$2,761	\$3,735	\$5,304	\$3,402
54310	Legal Notices & Advertise	\$341	\$0	\$0	\$2,000	\$3,000
54410	Printing & Binding	\$0	\$112	\$0	\$500	\$1,000
54610	Travel & Training	\$40	\$1,219	\$0	\$1,000	\$4,000
54910	Dues & Subscriptions	\$150	\$300	\$195	\$300	\$500
54920	Events & Field Trips	\$48,334	\$20,814	\$0	\$30,000	\$35,000

Account Classification Total: 5400-Other Svcs - Other Purchased Services

\$52,950	\$27,771	\$5,899	\$43,104	\$56,675
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5500-Supplies - Supplies

55110	General Office Supplies	\$964	\$245	\$84	\$1,000	\$1,500
55120	Postage & Delivery	\$94	\$20	\$20	\$100	\$500
55130	Photocopying Charges	\$2,644	\$1,921	\$0	\$2,500	\$3,000
55140	Recognition-EE/Volunteer	\$1,524	\$0	\$0	\$500	\$2,000
55210	Fuel	\$1,959	\$2,036	\$1,708	\$2,000	\$2,000
55240	Clothing & Uniform Supply	\$0	\$0	\$0	\$946	\$1,500

55290	Other Operating Supplies	\$13,528	\$7,530	\$5,956	\$9,000	\$15,000
55590	Other Maintenance Supply	\$64	\$0	\$0	\$0	\$0
<i>Account Classification Total: 5500-Supplies - Supplies</i>		\$20,775	\$11,752	\$7,768	\$16,046	\$25,500
<i>5600-Prop & Cap - Property & Capital</i>						
56710	Other Equipment <\$10K	\$0	\$0	\$0	\$3,000	\$6,000
<i>Account Classification Total: 5600-Prop & Cap - Property & Capital</i>		\$0	\$0	\$0	\$3,000	\$6,000
Division Total: 60 - Recreation-Youth Services		\$790,056	\$807,121	\$356,461	\$657,031	\$948,657
Division: 70 - Recreation-Custodial Services						
<i>5100-Persn - Personnel</i>						
51110	Regular Salaries & Wages	\$218,779	\$208,384	\$248,706	\$242,154	\$258,441
51120	Part-Time Permanent Salaries & Wages	\$68,547	\$69,205	\$36,391	\$0	\$20,000
51200	PARS Contribution	\$538	\$474	\$253	\$0	\$100
51210	PERS Contributions	\$26,845	\$29,574	\$38,726	\$33,737	\$34,152
51211	PERS UAL	\$93,770	\$54,158	\$60,307	\$88,824	\$77,027
51220	FICA/Medicare	\$17,638	\$18,225	\$21,342	\$18,601	\$19,770
51230	Medical Benefits	\$101,509	\$99,773	\$116,117	\$119,080	\$127,415
51235	Life & LTD Insurance	\$5,194	\$2,406	\$2,750	\$2,123	\$2,186
51240	Workers Compensation Premiums	\$26,685	\$21,056	\$30,352	\$18,863	\$29,467
51140	Overtime Pay	\$2,139	\$1,874	\$0	\$1,000	\$1,000
51142	Straight OT	\$0	\$24	\$0	\$0	\$0
51150	Special Pay	\$1,000	\$1,000	\$3,288	\$1,000	\$1,000
51155	One-Time Payouts	\$3,997	\$0	\$12,494	\$0	\$0
51237	Allowances & Other Benefits	\$488	\$788	\$0	\$0	\$0
51242	Workers Compensation Pay (In Lieu of Salary)	\$0	\$534	\$0	\$0	\$0
<i>Account Classification Total: 5100-Persn - Personnel</i>		\$567,128	\$507,475	\$570,727	\$525,382	\$570,558
<i>5300-Prop Svcs - Purchased Property Services</i>						
53230	Building Maint Services	\$8,475	\$15,154	\$1,595	\$7,500	\$15,000
53250	Vehicle & Equip Maint Svc	\$2,027	\$1,393	\$284	\$5,500	\$5,500
53260	Janitorial Services	\$0	\$0	\$0	\$0	\$9,000
<i>Account Classification Total: 5300-Prop Svcs - Purchased Property Services</i>		\$10,502	\$16,546	\$1,878	\$13,000	\$29,500
<i>5400-Other Svcs - Other Purchased Services</i>						
54210	Telephone Expenses	\$0	\$0	\$0	\$0	\$4,604
54220	Mobile/Wireless Expenses	\$1,691	\$5,538	\$4,475	\$4,367	\$4,500
54610	Travel & Training	\$0	\$0	\$0	\$0	\$3,000
<i>Account Classification Total: 5400-Other Svcs - Other Purchased Services</i>		\$1,691	\$5,538	\$4,475	\$4,367	\$12,104
<i>5500-Supplies - Supplies</i>						
55220	Safety Supplies	\$1,469	\$758	\$377	\$1,500	\$3,000
55240	Clothing & Uniform Supply	\$800	\$398	\$1,000	\$1,500	\$2,000
55290	Other Operating Supplies	\$966	\$233	\$824	\$2,000	\$4,000
55520	Building Supplies	\$29,877	\$26,657	\$21,305	\$30,000	\$35,000
<i>Account Classification Total: 5500-Supplies - Supplies</i>		\$33,112	\$28,046	\$23,506	\$35,000	\$44,000
Division Total: 70 - Recreation-Custodial Services		\$612,434	\$557,605	\$600,587	\$577,749	\$656,162

Department Total: 50 - Recreation**EXPENSES Total****Fund REVENUE** **Total: 101 - General Fund****Fund EXPENSE** **Total: 101 - General Fund****Fund Total: 101 - General Fund****Fund: 203 - Land & Light Assess Distr****EXPENSES****Department: 50 - Recreation****Division: 30 - Recreation-Swim Center***5300-Prop Svcs - Purchased Property Services*

53111	Utilities-Water & Sewer	\$0	\$0	\$27,710	\$0	\$0
<i>Account Classification Total: 5300-Prop Svcs - Purchased Property Services</i>		\$0	\$0	\$27,710	\$0	\$0
Division Total: 30 - Recreation-Swim Center		\$0	\$0	\$27,710	\$0	\$0

Division: 70 - Recreation-Custodial Services*5100-Persn - Personnel*

51110	Regular Salaries & Wages	\$43,195	\$56,738	\$42,225	\$46,313	\$49,148
51210	PERS Contributions	\$6,174	\$6,459	\$3,105	\$3,515	\$3,558
51211	PERS UAL	\$10,455	\$12,229	\$13,618	\$0	\$17,393
51220	FICA/Medicare	\$4,368	\$3,923	\$757	\$3,543	\$3,759
51230	Medical Benefits	\$22,116	\$18,757	\$7,932	\$9,518	\$10,184
51235	Life & LTD Insurance	\$610	\$549	\$76	\$404	\$416
51240	Workers Compensation Premiums	\$5,300	\$5,509	\$0	\$4,287	\$0
51140	Overtime Pay	\$344	\$0	\$0	\$750	\$750
51150	Special Pay	\$1,000	\$1,000	\$0	\$0	\$0
51155	One-Time Payouts	\$0	\$3,928	\$0	\$0	\$0
<i>Account Classification Total: 5100-Persn - Personnel</i>		\$93,561	\$109,092	\$67,712	\$68,330	\$85,208

Division Total: 70 - Recreation-Custodial Services**Department Total: 50 - Recreation****EXPENSES Total****Fund REVENUE** **Total: 203 - Land & Light Assess Distr****Fund EXPENSE** **Total: 203 - Land & Light Assess Distr****Fund Total: 203 - Land & Light Assess Distr****Fund: 204 - Measure J-Return to Source Fund****REVENUES****Department: 50 - Recreation****Division: 40 - Recreation-Senior Svcs***4600-Charges - Charges for Services*

46532.3	El Cerrito Rides	\$175	\$0	\$0	\$0	\$0
<i>Account Classification Total: 4600-Charges - Charges for Services</i>		\$175	\$0	\$0	\$0	\$0
Division Total: 40 - Recreation-Senior Svcs		\$175	\$0	\$0	\$0	\$0
Department Total: 50 - Recreation		\$175	\$0	\$0	\$0	\$0
REVENUES Total		\$175	\$0	\$0	\$0	\$0
Fund REVENUE Total: 204 - Measure J-Return to Source Fund		\$175	\$0	\$0	\$0	\$0

Fund EXPENSE **Total: 204 - Measure J-Return to Source Fund**

\$175	\$0	\$0	\$0	\$0
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5100-Persn - Personnel

\$0	\$0	\$575	\$0	\$0
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\$0 \$0 \$7 \$0 \$0

\$0	\$0	\$582	\$0	\$0
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\$3,393	\$3,483	\$4,765	\$0	\$0
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\$3,393	\$3,483	\$4,765	\$0	\$0
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\$3,393	\$3,483	\$5,347	\$0	\$0
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\$3,393	\$3,483	\$5,347	\$0	\$0
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\$3,393	\$3,483	\$5,347	\$0	\$0
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\$3,393	\$3,483	\$5,347	\$0	\$0
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(\$3,393)	(\$3,483)	(\$5,347)	\$0	\$0
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5200-Prof Svcs - Purchased Professional & Technical Services

\$0	\$0	\$5,174	\$0	\$0
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\$0	\$0	\$5,174	\$0	\$0
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53111	Utilities-Water & Sewer	\$0	\$0	\$0	\$42,700	\$0
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53290	Miscellaneous R&M Svcs	\$0	\$0	\$0	\$50,000	\$50,000
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\$0	\$513	\$108,609	\$219,771	\$178,721
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<i>Classification Total: 5500-Supplies - Supplies</i>	\$0	\$0	\$36,635	\$53,040	\$54,631
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\$0	\$0	\$36,635	\$53,040	\$54,631
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\$0	\$513	\$150,418	\$272,811	\$233,352
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Classification Total: 5300-Prop Svcs - Purchased Property	\$0	\$0	\$0	\$0	\$50,000
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\$0	\$0	\$0	\$0	\$50,000
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Classification Total: 5500 Supplies - Supplies	\$0	\$0	\$0	\$0	\$5,000
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\$0	\$0	\$0	\$0	\$5,000
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Account Classification Total: 5600-Prop & Cap - Property & Capital

Division Total: 70 - Recreation-Custodial Services

Department Total: 50 - Recreation

EXPENSES Total

Fund REVENUE Total: 207 - Measure H Park & Rec Facilities

Fund EXPENSE Total: 207 - Measure H Park & Rec Facilities

Fund Total: 207 - Measure H Park & Rec Facilities

Fund: 214 - Measure J-Paratransit Fund

REVENUES

Department: 50 - Recreation

Division: 40 - Recreation-Senior Svcs

4000-Taxes - Property and Other Taxes

40320 Measure J-Paratransit

Account Classification Total: 4000-Taxes - Property and Other Taxes

4600-Charges - Charges for Services

46532 Excursions/Trips

46532.1 Fare Box Revenue

46536 Other Advance Tickets

Account Classification Total: 4600-Charges - Charges for Services

4900-Oth Source - Other Financing Sources

49140 Capital Lease Financing

Account Classification Total: 4900-Oth Source - Other Financing Sources

Division Total: 40 - Recreation-Senior Svcs

Department Total: 50 - Recreation

REVENUES Total

EXPENSES

Department: 50 - Recreation

Division: 40 - Recreation-Senior Svcs

5100-Persn - Personnel

51110 Regular Salaries & Wages

51120 Part-Time Permanent Salaries & Wages

51200 PARS Contribution

51210 PERS Contributions

51220 FICA/Medicare

51235 Life & LTD Insurance

51140 Overtime Pay

51150 Special Pay

51155 One-Time Payouts

Account Classification Total: 5100-Persn - Personnel

5200-Prof Svcs - Purchased Professional & Technical Services

52220 Medical Services

Account Classification Total: 5200-Prof Svcs - Purchased Professional & Technical Services

5300-Prop Svcs - Purchased Property Services

53250 Vehicle & Equip Maint Svc

Account Classification Total: 5300-Prop Svcs - Purchased Property Services

\$0	\$0	\$0	\$0	\$5,000
\$0	\$0	\$0	\$0	\$60,000
\$0	\$513	\$150,418	\$272,811	\$293,352
\$0	\$513	\$150,418	\$272,811	\$293,352
\$0	\$513	\$150,418	\$272,811	\$293,352
\$0	\$513	\$150,418	\$272,811	\$293,352
\$0	(\$513)	(\$150,418)	(\$272,811)	(\$293,352)
\$149,738	\$181,909	\$169,366	\$150,000	\$157,500
\$149,738	\$181,909	\$169,366	\$150,000	\$157,500
\$0	\$4,583	\$0	\$2,500	\$2,500
\$9,728	\$5,991	\$6,485	\$10,000	\$10,000
\$140	\$0	\$0	\$0	\$0
\$9,868	\$10,574	\$6,485	\$12,500	\$12,500
\$0	\$115,093	\$0	\$0	\$0
\$0	\$115,093	\$0	\$0	\$0
\$159,606	\$307,576	\$175,851	\$162,500	\$170,000
\$159,606	\$307,576	\$175,851	\$162,500	\$170,000
\$159,606	\$307,576	\$175,851	\$162,500	\$170,000
\$2,225	(\$1,756)	(\$358)	\$0	\$0
\$63,721	\$60,022	\$23,225	\$61,000	\$61,000
\$543	\$149	\$0	\$500	\$500
\$140	\$1,688	\$818	\$0	\$0
\$1,376	\$3,623	\$1,655	\$0	\$0
\$0	\$197	\$0	\$0	\$0
\$429	\$459	\$0	\$0	\$0
\$0	\$500	\$0	\$0	\$0
\$0	\$265	\$264	\$0	\$0
\$68,433	\$65,147	\$25,604	\$61,500	\$61,500
\$0	\$0	\$0	\$0	\$400
\$0	\$0	\$0	\$0	\$400
\$19,828	\$439	\$247	\$18,000	\$18,000
\$19,828	\$439	\$247	\$18,000	\$18,000

5400-Other Svcs - Other Purchased Services

54220	Mobile/Wireless Expenses	\$0	\$0	\$0	\$0	\$868
54410	Printing & Binding	\$0	\$0	\$0	\$0	\$2,000
54920	Events & Field Trips	\$160	\$56	\$0	\$1,000	\$500
<i>Account Classification Total: 5400-Other Svcs - Other Purchased Services</i>		\$160	\$56	\$0	\$1,000	\$3,368

5500-Supplies - Supplies

55110	General Office Supplies	\$1,983	\$0	\$0	\$4,244	\$3,000
55210	Fuel	\$6,742	\$6,752	\$7,138	\$7,500	\$7,500
55250	Vehicle & Equip Supplies	\$0	\$0	\$0	\$1,000	\$2,000
55290	Other Operating Supplies	\$25	\$226	\$128	\$2,000	\$2,000
<i>Account Classification Total: 5500-Supplies - Supplies</i>		\$8,750	\$6,978	\$7,265	\$14,744	\$14,500

5600-Prop & Cap - Property & Capital

56510	Vehicles <\$10K	\$1,788	\$0	\$0	\$0	\$0
56520	Vehicles >\$10K	\$0	\$115,093	\$0	\$0	\$0
<i>Account Classification Total: 5600-Prop & Cap - Property & Capital</i>		\$1,788	\$115,093	\$0	\$0	\$0

5800-Financing - Financing Costs

58110	Principal Payments	\$0	\$29,265	\$27,298	\$28,589	\$29,942
58120	Interest Payments	\$0	\$1,809	\$3,776	\$2,159	\$1,132
58920	Bank & Credit Card Fees	\$0	\$158	\$326	\$500	\$0
<i>Account Classification Total: 5800-Financing - Financing Costs</i>		\$0	\$31,232	\$31,400	\$31,248	\$31,074

5900-Oth Financ - Other Financing Uses

59991.101	Indirect Xfer-GEN	\$34,000	\$35,360	\$34,000	\$34,000	\$35,020
<i>Account Classification Total: 5900-Oth Financ - Other Financing Uses</i>		\$34,000	\$35,360	\$34,000	\$34,000	\$35,020

Division Total: 40 - Recreation-Senior Svcs

Department Total: 50 - Recreation

EXPENSES Total

Fund REVENUE Total: 214 - Measure J-Paratransit Fund

Fund EXPENSE Total: 214 - Measure J-Paratransit Fund

Fund Total: 214 - Measure J-Paratransit Fund

REVENUE GRAND Totals:

EXPENSE GRAND Totals:

Grand Totals:

\$132,960	\$254,305	\$98,516	\$160,492	\$163,862
\$132,960	\$254,305	\$98,516	\$160,492	\$163,862
\$132,960	\$254,305	\$98,516	\$160,492	\$163,862
\$159,606	\$307,576	\$175,851	\$162,500	\$170,000
\$132,960	\$254,305	\$98,516	\$160,492	\$163,862
\$26,647	\$53,271	\$77,335	\$2,008	\$6,138
\$4,562,469	\$3,430,206	\$2,706,966	\$3,871,600	\$4,733,420
\$6,030,122	\$5,724,711	\$4,183,396	\$5,009,352	\$6,101,996
(\$1,467,654)	(\$2,294,505)	(\$1,476,430)	(\$1,137,752)	(\$1,368,576)

SECTION 10: SUCCESSOR AGENCY

Pursuant to AB1x26, which dissolved redevelopment agencies in California, the City of El Cerrito elected to serve as the El Cerrito Redevelopment Agency Successor Agency. The Successor Agency assumed all of the former Redevelopment Agency's liabilities, obligations, and non-housing assets. The City administers payments and performance obligations of the Successor Agency.

INTRODUCTION

In June 2011, the State of California enacted AB1x26 (Dissolution Act) to dissolve all redevelopment agencies in the State of California and establish successor agencies to wind down the former redevelopment agencies' affairs. The El Cerrito Redevelopment Agency (RDA) suspended activities on July 1, 2011 and the City elected to serve as the Successor Agency on August 15, 2011. On December 29, 2011, the State Supreme Court ruled that dissolution of redevelopment agencies was constitutional and the RDA was dissolved on February 1, 2012.

The Successor Agency's primary role is to wind down the activities of the RDA and is limited by the requirements of the Dissolution Act. Successor Agency actions are subject to approval by the Oversight Board and the California Department of Finance (DOF). The Successor Agency does not have budget discretion and therefore a budget was not adopted. For informational purposes, this section includes financial information regarding the Successor Agency.

The City also elected to serve as the Successor Housing Agency, assumed the RDA's affordable housing assets, and established the Housing Asset Fund. The City's Housing Asset Fund and affordable housing functions are separate from the Successor Agency. All funds, assets and liabilities remaining in the RDA's accounts as of dissolution and after transfer of Housing Assets to the Successor Housing Agency were transferred to a Fiduciary Fund called the Redevelopment Obligation Retirement Fund (RORF) established for the purpose of administering the Successor Agency.

The Successor Agency is not a component unit of the City of El Cerrito and the City did not assume the Successor Agency's assets and liabilities. Rather, the Successor Agency is charged with disposing of the assets and using any revenues that would have gone to the former RDA to pay enforceable obligations, and the City has simply elected to serve as the administrator. In El Cerrito's case, the non-cash assets transferred were of nominal value and the cash transferred was sufficient to meet the Successor Agency's short-term obligations.

The Dissolution Act provided a process for authorization of payments to be made on the Successor Agency's enforceable obligations. Commencing with the 2016-17 fiscal year, the Successor Agency prepared an annual Recognized Obligation Payment Schedule (ROPS) covering the entire fiscal year, which was subject to approval of an Oversight Board and the DOF. Once approved, a ROPS serves as the spending plan during the fiscal year. The County Auditor-Controller (CAC) disburses funds sufficient for the Successor Agency to make payments on the approved ROPS twice per year, on January 2nd and June 1st, which funds are deposited in the Recognized Obligations Reserve Fund (RORF). Expenditure or transfer of funds from the RORF is only permitted after consideration and approval of the payments on a ROPS by the Oversight Board, DOF and CAC.

In 2012, the state enacted amendments to the Dissolution Act, which included a provision for cash flow advances by the City to the Successor Agency, including litigation expenses related to dissolution as enforceable obligations, a requirement for a due diligence review of the former RDA's funds, and a formula for repayment of loans to the Housing Asset Fund, detailed later in this section. In 2015 the state enacted further amendments to the Dissolution Act, including provisions changing the ROPS from a twice-annual submission to an annual submission, allows for a last and final ROPS as well as other clarifications and amendments.

The local Oversight Board was dissolved and replaced by a County-wide Oversight Board in June 2018.

SUCCESSOR AGENCY FINANCES

The RDA was funded through tax increment generated from the City of El Cerrito Redevelopment Project Area, which was established and its Redevelopment Plan adopted in 1977. The Redevelopment Plan was amended and restated in 1993 and does not expire until 2025. Each year's tax increment was the incremental difference in property tax revenue generated within the Project Area between that year and the base year of 1977. The Dissolution Act re-characterizes tax increment as Redevelopment Property Tax (RPT), but it is calculated in the same manner. Other than an insignificant amount of proceeds from loan receivables or asset sales, RPT is the only source of funding available to the Successor Agency to retire the former RDA's enforceable obligations. Upon retirement of all of the former RDA's enforceable obligations and dissolution of the Successor Agency, property taxes collected in the Redevelopment Project Area will be distributed according to the allocations that existed prior to the adoption of the Redevelopment Plan.

The Successor Agency's obligations include all debts and costs to perform on obligations of the former RDA. Prior to distributing RPT to the Successor Agency, the CAC withholds administrative costs and pass-through payments paid to the taxing entities, which are calculated in the same manner as before dissolution. Any RPT not needed to make payments on the Successor Agency's obligations is considered "residual" and is distributed to taxing entities that would have otherwise received the property tax revenues in the Redevelopment Project Area.

Table 10-1 is a summary of tax increment generated during redevelopment suspension, RPT generated through the end of ROPS 19-20, and projected RPT that will be generated for subsequent ROPS periods until payment of all of the former RDA's enforceable obligations. Table 10-1 summarizes the amounts withheld by the County Auditor-Controller for administrative costs and pass-through payments, and the net tax increment or RPT remaining for enforceable obligations after these amounts are withheld.

Table 10-1
Tax Increment and Redevelopment Property Tax through FY2025-26
City of El Cerrito Redevelopment Project Area

Fiscal Year	Tax Increment RPTTF	Admin Fee	Pass Through	Net Available
2021-22	\$9,494,400	\$81,600	\$3,019,500	\$6,393,300
2022-23	\$10,053,000	\$86,500	\$3,248,200	\$6,718,300
2023-24	\$10,297,700	\$88,500	\$3,348,700	\$6,860,500
2024-25	\$10,517,300	\$90,400	\$3,439,000	\$6,987,900
2025-26	\$10,741,300	\$92,300	\$3,531,000	\$7,118,000

SUCCESSOR AGENCY OBLIGATIONS

The Successor Agency is responsible for the former RDA's debts and obligations described below. The payment amounts are summarized on **Table 10-2** that follows.

Tax Allocation Bond Payments. The RDA had four tax allocation bonds issuances. All taxing entities had subordinated their pass-through payments to payments on the RDA's bond debt, so if insufficient RPT is available to make bond debt service payments in a ROPS period, a portion of the pass-through payments equal to the insufficient amount is deferred to a future ROPS period. This occurred in ROPS II and deferred pass-through payments were made from RPT available for the ROPS 13-14A period. In 2016, the Successor Agency refunded the tax allocation bonds to take advantage of lower interest rates and the resulting debt service reductions. The bond refunding was approved by the Oversight Board and by the DOF. Table 10-2 shows the projected new debt service schedule for the refunded bonds.

Valente Note. In accordance with the approved Long -Range Property Management Plan, the City sold the Valente property as well as two adjacent properties previously owned by the RDA and fully repaid the Valente Note in 2019.

ERAF and SERAF Loan Payments. The RDA borrowed funds from the Low & Moderate Income Housing Fund to make payments to the State for the Educational Revenue Augmentation Fund (ERAF) in 2005 and 2006 and to the Supplemental ERAF (SERAF) in 2010. The Successor Agency made a payment to the City Housing Asset Fund during the ROPS I period. Subsequent payments were delayed by the Dissolution Act, as interpreted by DOF, until the ROPS 14-15A period. The calculation of the maximum payment is one half the incremental change in residual RPT after all other obligations are paid. The Successor Agency received a distribution of RPT on the ROPS 14-15A and the ROPS 15-16A as partial repayment of the SERAF/ERAF loans but additional payments were made in subsequent ROPS cycles and the full amount was repaid in FY 2019-20.

Administrative cost allowance. The Successor Agency is entitled to an administrative cost allowance of \$250,000 per fiscal year. However, with the transition to the County Oversight Board, this allowance was discontinued in 2019.

Streetscape Project. The RDA and City undertook a multi-year capital improvement project beginning in 2004 and completed in 2012. A significant portion of the expenditures by the City was to be funded through a commitment of tax increment and bond proceeds by the RDA. However,

during project close-out, it was determined the RDA had not funded its commitments on which the City had relied when letting contracts. The Successor Agency requested RPT on ROPS 14-15A for this prior year RDA obligation, which was approved by the Oversight Board but denied by DOF. The Successor Agency has ceased pursuing the RPT for this obligation since 2019.

Table 10-2 is a summary of the Successor Agency's obligations through FY 2025-26 including the Administrative Allowance, for which disbursements of RPT are requested for each ROPS period. If the obligations payable in a ROPS period exceed the amount of RPT available for that period, the Successor Agency may defer payment where possible or seek a cash-flow loan from the City in order to avoid defaulting on an obligation.

Table 10-2
Recognized Obligation Payment Schedules Through FY2026
City of El Cerrito Redevelopment Project Area

Fiscal Year/ROPS Period	Debt Service	SERAF ERAF	Total
2021-22	\$2,122,794	\$0	\$2,122,794
2022-23	\$2,122,794	\$0	\$2,122,794
2023-24	\$2,122,794	\$0	\$2,122,794
2024-25	\$2,122,794	\$0	\$2,122,794
2025-26	\$1,061,397	\$0	\$1,061,397

Table 10-3 summarizes the projected residual RPT based on what has been projected to be available and obligated for each ROPS period. Any remaining residual is then paid to the taxing entities serving the Redevelopment Project Area according to their standard tax allocations. The City of El Cerrito will receive about 22% of RPT residual.

Table 10-3
Projected Residual RPT and City of El Cerrito Share
City of El Cerrito Redevelopment Project Area

Fiscal Year	Net RPTTF	ROPS	Residual RPT	City Share
2021-22	\$6,393,300	\$2,372,794	\$4,020,506	\$804,101
2022-23	\$6,718,300	\$2,372,794	\$4,345,506	\$869,101
2023-24	\$6,860,500	\$2,372,794	\$4,487,706	\$897,541
2024-25	\$6,987,900	\$2,372,794	\$4,615,106	\$923,021
2025-26	\$7,118,000	\$1,311,397	\$5,806,603	\$1,161,321

ADMINISTRATIVE BUDGET

The Dissolution Act required the Successor Agency to prepare a budget for approval by the Oversight Board. **Table 10-4** is the FY 2016-17 Administrative Budget approved by the Successor Agency on January 19, 2016 and by the Oversight Board on January 25, 2016. On June 30, 2018, the local

Oversight Board was dissolved and be replaced by a County-wide Oversight Board and since then the \$72,200 Oversight Board Budget was not needed. The City has a reasonable expectation that the Successor Agency is entitled to the full administrative allowance of \$250,000 for the budget year and the FY 2022-23 Budget assumes that the City will continue to be reimbursed for Successor Agency costs. The City includes this amount in the annual Recognized Obligations Payment Schedule (ROPS) application to the State of California Department of Finance, as it has in years past.

Table 10-4
Approved Administrative Budget
Successor Agency to the El Cerrito Redevelopment Agency

Entity/Activity	Successor Agency
<i>Staffing Functions (Total Compensation + Overhead for Indirect Costs)</i>	
Administration	\$20,000
Finance	\$25,000
Community Development	\$45,000
City Clerk	\$10,000
<i>Non-Staff Expenses</i>	
Professional Services	\$65,000
Legal Services	\$50,000
Financial & Audit Services	\$15,000
Supplies	\$1,000
Postage	\$100
Copies	\$100
Website	\$1,000
Advertising/Legal Notices	\$500
Property Management	\$1,000
Totals	\$233,700
Combined Total	\$305,900
Funding Source	
Redevelopment Property Tax Trust Fund Admin. Allowance	\$250,000

The amounts in **Table 10-4** are included within the City's Operating Budget and are displayed here for informational purposes. Actual expenses of administering the Successor Agency will be charged to the City's General Fund and the Administrative Allowance will be reflected as revenue in the City's General Fund when it is reimbursed by the Successor Agency.

SECTION 11: OTHER ENTITIES

The City Council of the City of El Cerrito serves as members of the governing body of two other entities: the Employee's Pension Board and the Public Financing Authority. These entities are separate agencies from the City and are accounted for separately.

EMPLOYEES' PENSION FUND

The City of El Cerrito Employees' Pension Fund is a component unit of the City of El Cerrito and a separate fund is maintained by the City to account for the Plan assets. The City Council serves as the Pension Board. The Pension Board has exclusive control over the pension plan and accordingly, the City is financially accountable for the Plan and its operation.

This Fund provides a pension system for those former employees of the City who, on February 6, 1959, chose not to be covered by Social Security or by the California Public Employees' Retirement System. The Plan is a single-employer defined benefit pension plan. Currently there is just one retiree participating in this pension system. This Fund provides for the:

- Disbursement of appropriate pension payments;
- Maintenance of true and correct records of all contributions to and payments from the Pension Fund; and
- Services of actuaries who render a report every three years, or as needed, as to the costs of maintaining properly funded reserves for this pension fund. The most recent report was prepared as of July 1, 2014.

Payments into this Fund are based upon actuarial studies of the estimated costs of meeting the City's obligations under the retirement contract with the members of this system. The goal is to have the reserve fund balances decrease as the pension liability decreases. No new members may join this plan. The revenues and expenditures of the Employees' Pension Board are shown in **Tables 11-1** and **11-2**:

Table 11-1
Pension Fund Revenues

Revenue Source	FY 2018-19 Actual	FY 2019-20 Actual	FY 2020-21 Adopted	FY 2021-22 Adopted	FY 2022-23 Proposed
Contribution-General Fund	\$85,774	\$89,205	\$89,025	\$85,000	\$85,000
Total	\$85,774	\$89,205	\$89,025	\$85,000	\$85,000

Table 11-2
Pension Fund Expenditures

Accounts	FY 2018-19 Actual	FY 2019-20 Actual	FY 2020-21 Adopted	FY 2021-22 Adopted	FY 2022-23 Proposed
Pension Payments	\$89,205	\$89,205	\$85,000	\$85,000	\$85,000
Total	\$89,205	\$89,205	\$85,000	\$85,000	\$85,000

PUBLIC FINANCING AUTHORITY

On September 19, 2012, the El Cerrito Public Financing Authority issued Recycling Facility Revenue Refunding Bonds in the original principal amount of \$3,405,600 at 2.36% interest to provide for the refunding and retirement of the City's outstanding Recycling Center Lease Purchase Agreement and related Site Lease. Principal and interest payments are due quarterly on July 1, October 1, January 1, and April 1, through October 1, 2025. Repayment of these bonds is from charges for services received by the Integrated Waste Management Enterprise Fund. As of June 30, 2021, the outstanding principal balance was \$1,303,000.

Revenues and expenditures for the Authority are shown in **Tables 11-3** through **11-4**. Information regarding Measure A Lease Revenue Bonds, City Hall Lease Revenue Certificates of Participation, and Street Improvement Sales Tax Revenue Bonds are in section 13: Long-Term Debt.

Table 11-3

2012 Recycling Center Facility Revenue Refunding Bonds Revenue from Charges for Services

Revenue Source	FY 2018-19 Actual	FY 2019-20 Actual	FY 2020-21 Actual	FY 2021-22 Amended	FY 2022-23 Proposed
Charges for Services	\$306,599	\$306,671	\$306,588	\$306,548	\$306,546
Total	\$306,599	\$306,671	\$306,588	\$306,548	\$306,546

Table 11-4

2012 Recycling Center Facility Revenue Refunding Bonds Expenditures

Accounts	FY 2018-19 Actual	FY 2019-20 Actual	FY 2020-21 Actual	FY 2021-22 Amended	FY 2022-23 Proposed
Principal Payments	\$258,000	\$264,400	\$270,800	\$277,400	\$284,200
Interest Payments	\$48,599	\$42,271	\$35,788	\$29,148	\$22,346
Total	\$306,599	\$306,671	\$306,588	\$306,548	\$306,546



SECTION 12:

CAPITAL IMPROVEMENTS

In the same manner that multi-year planning has proven to be beneficial as the City considers the programs and services which are supported by the operating budget, it also is desirable to do multi-year planning for the City's capital needs. Accordingly, when the City Council adopts the operating budget, it also adopts a multi-year Capital Improvement Program, with the first year adopted as revenue and expenditure appropriations.

THE CAPITAL PLANNING PROCESS

The Capital Improvement Program (CIP) is a strategy for planning and programming public physical improvements. It includes improvements that are scheduled over the next five years. The CIP indicates the expected timing and the approximate cost for each project. Adoption of the CIP indicates City Council approval of the projects.

The CIP is comprised of those projects for which a scope and a cost estimate is available. In some cases, an ongoing program is shown simply as a project, and the specific year-to-year scope is yet to be identified. Funding sources have been identified where possible, but many projects are included for which no funding source has been secured or, at times, identified. The CIP is reviewed and updated each year to reflect changes in priorities, scheduling realities, the availability of funding, and new projects that have been identified over the past year as individual projects or as part of comprehensive plans such as the Parks and Recreation Facilities Master Plan and Green Infrastructure Plan, both adopted by the City Council in 2019. It can also be amended periodically as new projects (such as ones identified by safety evaluations) or funding sources are identified.

The CIP is shown in **Tables 12-1 and 12-2**. The CIP Budget (CIPB), as shown in **Table 12-3**, serves to identify the appropriation of expenditures per fund in the first year. In addition, the CIPB identifies the projects that are part of the Annual Program of Maintenance and Improvement pursuant to the Measure A Street Improvement Program approved by voters in 2008 (under Fund 211) and the SB 1 Local Streets and Road Program project listing (under Fund 212).

A distinction between the multi-year CIP and CIPB is that the CIPB is adopted as a part of the annual budget, whereas the longer-term CIP does not necessarily have legal significance nor commit the City to a particular expenditure in an out year. The multi-year CIP is, essentially, a planning document: it is a basic tool for scheduling anticipated capital projects and capital financing.

In previous years, the CIP contemplated a 10-year planning horizon. These last two fiscal years, due to the lack of General Fund reserves and uncertainty of funding and revenues due to the COVID-19 pandemic, the CIP is presented as a 5-year plan. This allows staff to provide a more narrow focus on capital projects with the current limitation of resources, and to be responsive and flexible for those projects that are prioritized within the current planning horizon. As the City's financial condition continues to improve, the CIP will be revised and updated accordingly.

CAPITAL IMPROVEMENT SUMMARY

The CIP currently has 34 identified projects, including 15 to 17 active projects that are either in construction, design, or on-going planning. The category with the largest number of active projects in the next year, as in most years, is the Streets-Transportation category. This is due to availability and timeline requirements of both City transportation funds and external grant funds for which the City successfully completed. The second largest category is Parks & Recreation Facilities. Delivery of projects in FY 2021-22 continued to be slowed due to the impacts of the COVID-19 pandemic along with reduced staffing in the Public Works Department, specifically in the Engineering Division. As a result, many projects have carried forward into FY 2022-23. For all projects, estimated FY 2022-23 expenditures total approximately \$13.7 million.

In FY 2022-23, the largest projects in terms of cost are transportation projects, most significantly the Del Norte TOD Infrastructure (Complete Streets) Improvements Project, which is largely grant funded and supplemented by developer impact fees and contributions and the largest City infrastructure project in over a decade. Due to grant deadlines, the design of this project must be completed by December 2022. Although not as large, the Arlington Park Improvements is another project with a grant deadline that requires the project design move forward quickly.

TABLES AND PROJECT DESCRIPTIONS

A complete list of the projects in the multi-year CIP is provided in **Table 12-1**. The projects are arranged by Category (Administration, Facilities (Non-Recreation), Parks & Recreation Facilities, Streets-Transportation, etc.) with a column showing the planned Funding Sources (General Fund, Measure A Streets, Measure H Parks & Recreation, Grants, etc.) **Table 12-2** provides a detailed summary of the same projects in **Table 12-1** arranged by Funding Source instead of Category. **Table 12-3** lists the adopted expenditure appropriation for each fund in FY 2021-22 (the CIPB), and is arranged in the same categories as the multi-year Year CIP. Project funding in the special/restricted funds carryover from year to year. This is not the case for projects, if any, funded by the General Fund. Projects with no fiscal activity in FY 2022-23 are not included in Table 12-3. Brief descriptions of each project follow these tables.

LEGEND

The following codes are utilized in **Tables 12-1, 12-2 and 12-3**:

Fund Source		Categories	
101	General Fund	AD	Administration
201	Gas Tax Fund	CR	Creeks and Trails
204	Measure J Return to Source (CCTA-Transportation) Fund	FA	Facilities (Non-Recreation)
205	Measure J Storm Drain Fund	O	Other Sources/Non-Secure or Unidentified
206	Measure A Swim Center Fund	PK	Parks & Recreation Facilities
207	Measure H Parks & Recreation Facilities	ST	Streets and Transportation
210	Park/Open Space-In-Lieu Fund	SD	Stormwater and Drainage
211	Measure A Street Improvements		
212	SB 1 - Road Maint & Rehab Acct Fund/Local Streets & Road Program Fund		
301	Other Sources/Secure (Grants)-Capital Improvement Fund		
501	Integrated Waste Management Fund		

Table 12-1
2022-23 to 2026-27 Capital Improvement Program
Five-Year Expenditure Plan
(By Category)

	<u>Project #</u>	<u>Fund Source</u>	<u>Proposed 2022-23</u>	<u>Projected 2023-24</u>	<u>Projected 2024-25</u>	<u>Projected 2025-26</u>	<u>Projected 2026-27</u>	<u>Projected Unidentified Year</u>
ADMINISTRATION								
1 Energy & Water Efficiency Program	C3043	301	\$ 21,000	\$ -	\$ -	\$ -	\$ -	\$ -
2 Fire Flow Upgrade	tbd	O	-	-	-	-	-	5,552,300
FACILITIES (Non-Recreation)								
3 Access Modifications - Facilities	various	O	-	-	-	-	-	1,545,000
4 Library	C1005	O	-	-	-	-	-	35,230,120
5 Public Safety Building	tbd	O	-	-	-	-	-	37,604,700
6 Public Safety Parking Lot Security & Rehab	tbd	O	-	-	222,400	-	-	-
7 Corporation Yard Improvements	tbd	O	-	-	100,000	-	-	6,496,000
8 Facilities Seismic & Bldg Repairs	various	O	-	370,000	-	-	-	2,071,100
PARKS & RECREATION FACILITIES								
9 Parks & Recreation Facilities Master Plan Program	various	207, 210, O	61,000	111,000	68,012	300,000	379,152	31,544,300
10 Swim Center Enhancements	C3050	208, 207	335,000	130,000	800,000	200,000	200,000	8,574,500
11 Multi-Generational Recreation Facility	C4012	O	-	-	-	-	-	5,463,635
12 Hillside Natural Area (HNA) Improvements	C3075, C5048	O	145,000	-	-	-	-	855,800
13 Centennial Park Improvements	C5037	210, O	-	355,000	-	-	-	334,000
14 Arlington Park Improvements	tbd	301, 210, 207	340,000	60,000	-	-	-	-
15 HNA Trail Entry & Signage Improvements	C5038	301	60,058	-	-	-	-	-
16 Urban Greening (Lvr Fairmount & Blue-Green)	tbd	O	-	-	-	-	-	8,327,100
CREEKS & TRAILS								
17 Urban Forest Management Program	C3042, tbd	O	-	60,000	75,000	93,800	117,300	-
18 Ohlone Greenway Impr - Hill to Blake	C3069	301	-	65,000	200,000	-	-	-
19 Ohlone Greenway Master Plan Program	various	301, O	-	150,000	-	263,000	-	3,151,700
20 Creek Major Maintenance & Restoration	tbd	O	-	-	-	-	-	1,133,300
STREETS-TRANSPORTATION								
21 Annual Street Improvement Program	C3027	211, 212	675,000	480,000	750,000	750,000	750,000	-
22 Access Modifications - Streets & Sidewalks	C3024	212	400,000	400,000	250,000	225,000	225,000	5,489,000
23 City-Wide Signage	C3028	O	-	-	-	-	-	287,500
24 Del Norte TOD Infrastructure Imprmnts	C4014	301, 212 & O	10,766,241	681,200	-	-	-	-
25 Balra Retaining Wall Replacement	C3058	O	-	-	-	-	-	420,000
26 Traffic Safety & Management Program	C3070	211	50,000	35,000	35,000	35,000	35,000	-
27 Wildcat Drive Repair	tbd	B	-	-	-	-	-	3,778,000
28 San Pablo Avenue Complete Streets	C5035	212, O	-	-	-	-	-	16,009,300
29 Active Transportation Program	tbd	212, O	25,000	25,000	75,000	25,000	25,000	44,005,000
30 Richmond Street Improvements	C3080	211, 301	400,000	1,350,000	650,000	-	-	-
31 Local Roadway Safety Plan	tbd	301	87,000	-	-	-	-	-
32 Local Match - Potential Federal Stimulus Funds	tbd	211	150,000	-	-	-	-	-
STORMWATER & DRAINAGE								
33 Storm Drain Program	C5036	205	308,000	400,000	250,000	250,000	250,000	23,216,600
34 Green Infrastructure Program	tbd	O	-	-	-	-	-	350,000
TOTAL			\$ 13,823,299	\$ 4,672,200	\$ 3,475,412	\$ 2,141,800	\$ 1,981,452	\$ 241,438,955

Table 12-2
2022-23 to 2026-27 Capital Improvement Program
Five-Year Expenditure Plan
(By Funding Source)

	Project #	Category	Proposed 2022-23	Projected 2023-24	Projected 2024-25	Projected 2025-26	Projected 2026-27	Projected Unidentified Year
101 General Fund								
Facilities Seismic & Bldg Repairs	various	FA	-	370,000	-	-	-	-
SUBTOTAL General Fund			-	370,000	-	-	-	-
205 Measure J Storm Drain								
Storm Drain Program	C5036	SD	308,000	400,000	250,000	250,000	250,000	23,216,600
SUBTOTAL Measure J Storm Drain			308,000	400,000	250,000	250,000	250,000	23,216,600
206 Measure A Swim Center								
*** Swim Center Enhancements	C3050	FA	270,350	-	-	-	-	-
SUBTOTAL Measure A Swim Center			270,350	-	-	-	-	-
207 Measure H Parks & Recreation Facilities								
*** Parks & Recreation Facilities Master Plan Program	various	PK	-	-	2,000	300,000	300,000	-
*** Swim Center Enhancements	C3050	FA	64,650	130,000	800,000	200,000	200,000	8,574,500
*** Arlington Park Improvements	tbd	PK	147,124	60,000	-	-	-	-
SUBTOTAL Measure H Parks & Rec			211,774	190,000	802,000	500,000	500,000	8,574,500
210 Park/Open Space In-lieu Fund								
*** Parks & Recreation Facilities Master Plan Program	various	PK	-	-	66,012	-	79,152	938,600
*** Centennial Park Improvements	C5037	PK	-	355,000	-	-	-	-
*** Ohlone Greenway Master Plan Program	various	CR	-	150,000	-	263,000	-	-
SUBTOTAL Park/Open Space-in-lieu			-	505,000	66,012	263,000	79,152	938,600
211 Measure A Street Improvements								
*** Annual Street Improvement Program	C3027	ST	675,000	480,000	650,000	650,000	650,000	-
*** Traffic Safety & Management Program	C3070	ST	50,000	35,000	35,000	35,000	35,000	-
*** Richmond Street Improvements	C3080	ST	400,000	750,000	-	-	-	-
Local Match - Potential Federal Stimulus Funds	tbd	ST	150,000	-	-	-	-	-
SUBTOTAL Measure A Street Improvements			1,275,000	1,265,000	685,000	685,000	685,000	-
212 SB 1 - Road Maintenance and Rehabilitation Account /Local Streets & Road Program (LSRP)								
*** Annual Street Improvement Program	C3027	ST	-	-	100,000	100,000	100,000	-
*** Access Modifications - Streets & Sidewalks	C3024	ST	400,000	400,000	250,000	225,000	225,000	5,489,000
*** Del Norte TOD Infrastructure Imprvmnts	C4014	ST	50,000	-	-	-	-	-
*** Active Transportation Program	tbd	ST	25,000	25,000	75,000	25,000	25,000	-
*** Richmond Street Improvements	C3080	ST	-	200,000	-	-	-	-
*** Local Roadway Safety Plan	tbd	ST	15,000	-	-	-	-	-
SUBTOTAL SB 1 - Road Maintenance and Rehabilitation Account			490,000	625,000	425,000	350,000	350,000	5,489,000
*** Indicates funding from multiple sources								

Table 12-2 (continued)

	Project #	Category	Proposed 2022-23	Projected 2023-24	Projected 2024-25	Projected 2025-26	Projected 2026-27	Projected Unidentified Year
301 Other Sources - Secure								
	Energy & Water Efficiency Program	C3043 AD	21,000	-	-	-	-	-
***	Parks & Recreation Facilities Master Plan Program	various FA	61,000	111,000	-	-	-	-
***	Arlington Park Improvements	tbd PK	192,876	-	-	-	-	-
	HNA Trail Entry & Signage Improvements	C5038 PK	60,058	-	-	-	-	-
	Ohlone Greenway Impr - Hill to Blake	C3069 CR	-	65,000	200,000	-	-	-
***	Del Norte TOD Infrastructure Imprmnts	C4014 ST	10,716,241	681,200	-	-	-	-
***	Richmond Street Improvements	C3080 ST	-	400,000	650,000	-	-	-
***	Local Roadway Safety Plan	tbd ST	72,000	-	-	-	-	-
	SUBTOTAL Other - Secure		11,123,175	1,257,200	850,000	-	-	-
O Other Sources - Nonsecure or Unidentified								
	Fire Flow Upgrade	tbd AD	-	-	-	-	-	5,552,300
	Access Modifications - Facilities	various FA	-	-	-	-	-	1,545,000
	Library	C1005 FA	-	-	-	-	-	35,230,120
	Multi-Generational Recreation Facility	C4012 FA	-	-	-	-	-	5,463,635
	Public Safety Building	tbd FA	-	-	-	-	-	37,604,700
	Corporation Yard Improvements	tbd FA	-	-	100,000	-	-	6,496,000
	Facilities Seismic & Bldg Repairs	various FA	-	-	-	-	-	2,071,100
	Public Safety Parking Lot Security & Rehab	tbd FA	-	-	222,400	-	-	-
	Hillside Natural Area (HNA) Improvements	C3075, C5046 PK	145,000	-	-	-	-	855,800
***	Parks & Recreation Facilities Master Plan Program	various PK	-	-	-	-	-	30,605,700
	Urban Forest Management Program	C3042, tbd PK	-	60,000	75,000	93,800	117,300	-
***	Centennial Park Improvements	C5037 PK	-	-	-	-	-	334,000
	Urban Greening (Lvr Fairmount & Blue-Green)	tbd PK	-	-	-	-	-	8,327,100
***	Ohlone Greenway Master Plan Program	various CR	-	-	-	-	-	3,151,700
	Creek Major Maintenance & Restoration	tbd CR	-	-	-	-	-	1,133,300
	City-Wide Signage	C3028 ST	-	-	-	-	-	287,500
	Balra Retaining Wall Replacement	C3058 ST	-	-	-	-	-	420,000
	Wildcat Drive Repair	tbd ST	-	-	-	-	-	3,778,000
	San Pablo Avenue Complete Streets	C5035 ST	-	-	-	-	-	16,009,300
***	Active Transportation Program	tbd ST	-	-	-	-	-	44,005,000
	Green Infrastructure Program	ST	-	-	-	-	-	350,000
	SUBTOTAL Other - Nonsecure		145,000	60,000	397,400	93,800	117,300	203,220,255
TOTAL			\$ 13,823,299	\$ 4,672,200	\$ 3,475,412	\$ 2,141,800	\$ 1,981,452	\$ 241,438,955

*** Indicates funding from multiple sources

**Table 12-3
Capital Improvement Program Budget**

	<u>Project #</u>	<u>Category</u>	<u>Proposed 2022-23</u>
205 Measure J Storm Drain			
Storm Drain Program	C5036	SD	308,000
SUBTOTAL Measure J Storm Drain			308,000
206 Measure A Swim Center			
Swim Center Capital Enhancements	C3050	FA	270,350
SUBTOTAL Measure A Swim Center			270,350
207 Measure H Parks & Recreation Facilities			
Parks & Recreation Facilities Master Plan Program	various	PK	-
Swim Center Enhancements	C3050	FA	64,650
Arlington Park Improvements	tbd	PK	147,124
SUBTOTAL Measure H Parks & Rec			211,774
211 Measure A Street Improvements**			
Annual Street Improvement Program	C3027	ST	675,000
Traffic Safety & Management Program	C3070	ST	50,000
Richmond Street Improvements	C3080	ST	400,000
Local Match - Potential Federal Stimulus Funds	tbd	ST	150,000
SUBTOTAL Measure A Street Improvements			1,275,000
212 SB 1 - Road Maintenance and Rehabilitation Account Fund			
Access Modifications - Streets & Sidewalks	C3024	ST	400,000
Del Norte TOD Infrastructure Imprvmnts	C4014	ST	50,000
Active Transportation Program	tbd	ST	25,000
Local Roadway Safety Plan	tbd	ST	15,000
SUBTOTAL SB 1 - Road Maintenance and Rehabilitation Account			490,000
301 Capital Improvement Fund (A, Other Sources - Secure)			
Energy & Water Efficiency Program	C3043	AD	21,000
Park Facilities Rehab & Improvement Program	tbd	FA	61,000
Arlington Park Improvements	tbd	PK	192,876
HNA Trail Entry & Signage Improvements	C5038	PK	60,058
Ohlone Greenway Impr - Hill to Blake	C3069	CR	-
Del Norte TOD Infrastructure Imprvmnts	C4014	ST	10,716,241
El Dorado-Gladys-B Street Imprvmnts	C3079	ST	-
Local Roadway Safety Plan	tbd	ST	72,000
SUBTOTAL Capital Improvement Fund (A, Other Sources - Secure)			11,123,175
Total Capital Improvement Program Budget Appropriations			\$ 13,678,299

**Also See Public Works & Finance Departments Budget for Non-Capital Expenditures in Annual Program of Maintenance and Improvement pursuant to the Measure A "El Cerrito Pothole Repair and Local Street Improvement and Maintenance" transactions and use tax ordinance.

Project Descriptions

1. **Energy and Water Efficiency Program (EWEP)** This program provides an ongoing mechanism for funding energy and water conservation projects in municipal facilities through an initial investment plus reinvestment of a portion of the financial savings generated through these conservation projects into current and future efficiency projects. The project completed in FY 2020-21 installed an EV charging station at the Recycling + Environmental Resource Center. The following energy and water efficiency projects will be investigated for implement: Additional upgrades related to the City Hall EV charging station; LED Streetlights for City-owned facilities; a user friendly energy management system dashboard for City Hall and the Community Center; additional satellites to hook park facilities into the City's centralized weather-based smart irrigation controls; and routine maintenance for optimal performance of City solar facilities.
2. **Fire Flow Upgrade** This project is intended to upgrade the existing water supply system to improve the fire flow in the area located east of Arlington Blvd. to the city limits. This upgrade will include 10,440' of new and upgraded pipe and an addition of 11 new hydrants. With this upgrade the Fire Flow in this area will achieve our 3,000 gallons per minute (GPM) goal.
3. **Access Modifications - Facilities (Non-Recreation)** This project will implement the non-recreation facilities portion of the City's American with Disabilities Act (ADA) Transition Plan Update, which was adopted in September 2009. The Public Safety Building, Library and Civic Theater were the highest ranked facilities. Other facilities include the Fire Station 72 and Corporation Yard. Specific locations and scopes of future work will be determined as funding opportunities arise. The recreation facilities were incorporated into the Parks & Recreation Facilities Master Plan, more recently adopted by the City Council in April 2019. The City's ADA Transition Plan establishes a priority-based plan to bring facilities into compliance.
4. **Library** This project will develop a safe, energy efficient, 21st century library, a priority of the City for over a decade. The 2013-14 library assessment called for a one-story building of about 21,000 square feet; 60,320 books and AV media available onsite as well as access to e-content through the County Library website; 134 open access seats as well as six group study/tutoring/collaboration rooms with a total of 56 seats; 66 computers; dedicated learning space for workshops and group projects; tutoring/homework study area; and acoustically separate community meeting room that seats 125 with up-to-date AV equipment, prep kitchen and storage space. In July 2017, the City Council re-affirmed their commitment to move ahead with planning for a new library and since then staff has been evaluating potential sites and engage the community in a variety of ways to gather input about priorities for a new library, currently being considered as part of the transit-oriented development at the El Cerrito Plaza BART Station.
5. **Public Safety Building** This project will develop a new Public Safety Building at existing or new location. The existing Public Safety Building was built in 1960 and has not been kept up to current standards. The building also does not have sufficient space for evidence, lockers, training, and working of employees. In addition, many building and site components have experienced deferred maintenance and need rehabilitation. A new Public Safety facility will be designed to standards for an essential facility, meaning that it will remain operational under the most extreme seismic event. It will also provide for more efficient operations for both Police and Fire on an ongoing basis - both for administration and field operations. A new state-of-the-art facility could also serve as a back-up or auxiliary emergency operations center.

6. **Public Safety Parking Lot Security & Rehabilitation** This project would add a gated entrance to the Public Safety Building parking lot to secure the facility grounds, public safety vehicles and equipment. Additionally, the project would rehabilitate the parking lot pavement which is in poor condition.
7. **Corporation Yard Improvements** This project includes demolition of the former Stege facility and remnants of the original Corporation Yard and construction of a new Corporation Yard following the land swap with Stege Sanitary District. The Corporation Yard facility is approximately 50-years old. New environmental requirements make it increasingly more difficult to remain in compliance with current laws and regulations. In addition, many building and site components has experienced deferred maintenance and need rehabilitation. Per the master plan developed in 2005, the land swap with the Stege Sanitary District provided the City's Corporation Yard and recycling facility with a consolidated site. At this time, pavement rehabilitation is a priority component of the project as the pavement is in poor condition and this impacts storage areas, vehicle access, and drainage.
8. **Facilities Seismic & Building Repairs (Non-Recreation)** This project will implement seismic, structural and other repairs to various non-recreation facilities based on the 2004 El Cerrito Structural Facilities and Management Plan. The facilities include Library, Civic Theater, and Public Safety Building. Many of the City's facilities are out of compliance with current standards. In the event of a significant earthquake, many City facilities may not be serviceable without this project. Specific projects and scopes of work will be developed to match any future funding sources. The recreation facilities were incorporated into the Parks & Recreation Facilities Master Plan, more recently adopted by the City Council in April 2019.
9. **Parks & Recreation Facilities Master Plan Program** This program will implement the recommendations in the Parks & Recreation Facilities Master Plan adopted by City Council in April 2019. The Master Plan serves as a long-range planning and asset management document that provides a framework for understanding the recreational and open space assets the City owns, services it provides, risks it assumes, and financial investments it requires to maintain, repair, rehabilitate and improve these assets. It identifies nearly 200 projects that are categorized as either Immediate Work Priorities, Policy/Programs, Early Wins, Deficiencies, and Enhancements/New Projects. Funding from Measure H is identified in this project for various efforts. Implementation of other recommendations in the Master Plan for Swim Center Enhancements, Multi-Generational Recreation Facility, Hillside Natural Area, Centennial Park and Arlington Park are listed as separate projects.
10. **Swim Center Enhancements** The project includes various capital upgrades or enhancements to the original construction of the Swim Center. After completion of the Swim Center in 2004 and warranty work in 2005, there remained some modifications and enhancements needed to bring the Swim Center up to its highest effectiveness. In 2018, the Swim Center closed for approximately 65 days for capital renovations, mainly addressing drain repairs and necessary ADA improvements in the locker rooms and renovating the chemical rooms which had poor ventilation. Additionally, after 16 years of operation, future capital needs are anticipated to include pool plaster replacement, ADA improvements to pool stairs, ADA improvements to the parking lot, deck replacement and new pool components such as filters, pool lights, pool covers, etc.
11. **Multi-Generational Recreation Facility** This project includes recommendations in the Parks & Recreation Facilities Master Plan (2019) for a new Multi-Generational Center, in part to replace the Senior Center currently operated out of modular buildings. The space priorities for a multi-

generational center address the need for active recreation such as fitness, sports, and movement programs. The facility could also provide permanent facilities for El Cerrito's seniors and teens by providing a home for dedicated space and programming throughout the day for specific age groups. The specific program and project costs for this facility have not been closely defined, but the building is tentatively estimated to cost a minimum of \$5 million. This does not include the costs for property acquisition if needed. Three sites have been identified as potential locations for this facility – the Casa Cerrito parcel, the western portion of Cerrito Vista Park (next to tennis courts), and expanded facilities at the existing Community Center. The Multi-Generational Recreation Facility could also share space with a future library.

12. **Hillside Natural Area Improvements** This project will implement recommendations in the Parks & Recreation Facilities Master Plan (2019), including those previously identified in the Urban Greening Plan (2015) and other needed repairs. The Hillside Natural Area (HNA), the largest open space in the City, has a number of trails that are used for recreation and emergency access and extensive native plants, oak woodland and riparian environments. The HNA presents maintenance, fire abatement, and vegetation management challenges that are beginning to be addressed as part of the City's operating budget, including use of Measure H funds for additional fire abatement and vegetation management. Repair of the fire access road at six sites in the Hillside Natural Area has been undertaken in the last year few years. These sites were significantly damaged during heavy rains in early 2017. The project was largely funded by a Federal Emergency Management Agency Public Assistance Program grant and a California Governor's Office California Disaster Assistance Act of Emergency Services Program grant. Five of the six sites were repaired in 2019. The sixth sites above Roger Ct required additional design was completed in Spring 2021. Other Plan recommendations, including development of a Master Plan for trail maintenance & development and native plant and forest restoration, are currently unfunded. In Spring 2022, City staff with the assistance of the Urban Forest Committee submitted a grant application to the Coastal Conservancy Wildfire Resiliency Grant Program in the amount of \$145,000 for the development of this plan.
13. **Centennial Park Improvements** This project will implement recommendations in the Parks & Recreation Facilities Master Plan (2019) including those previously identified in the Urban Greening Plan (2015). In the first few years, based on estimated level of funding, the following are planned for implementation: No. 8.1 - Address additional recommendation of Phase 2 of Centennial Park Improvements Project including additional play structure, picnic area, community garden and related amenities.
14. **Arlington Park Improvements** This project will implement recommendations in the Parks & Recreation Facilities Master Plan (2019). The Clubhouse IWP electrical work was completed in FY2021-22. In the next few years, based on estimated level of funding, the following are planned for implementation: No. 2.1 - Address Immediate Work Priorities (IWP) for repair and replacement of playground surfacing and BBQ pits. Some of the IWP items may overlap with following recommendations: No. 2.6 - Develop design and full cost estimate for Clubhouse renovation to address the 2018 Inventory & Deficiencies Assessment and 2009 ADA Transition Plan as well as Clubhouse enhanced programming, such as improved rentals for private events and adult fitness; No. 2.7 - Improve group picnic areas including replacement of tables and installation of additional features; repair and replace other park amenities including benches/seating, garbage cans, and entry sign. The current cost estimate does not include full cost of the Clubhouse Renovation beyond addressing deficiencies. Improvements will be implemented in phases as available funding allows with the first set in the next two years with the assistance of Prop 68 grant funds.

15. **HNA Trail Entry & Signage Improvements** This project will install gateway trailhead signs, trail entry signs, and trail directional markers within the Hillside Natural Area. The design and location of sign are guided by the El Cerrito Trails Signage Plan, a collaborative effort between the El Cerrito Trail Trekkers, the National Park Service, and the City of El Cerrito. These have been updated to conform with current guidelines for accessibility and best practices. The installation of trail entry steps at the Motorcycle Hill was previously completed while the wayfinding/directional signs on streets leading to the Hillside Natural Area (HNA) is a future phase given limited funding.
16. **Urban Greening Program** The City's Urban Greening Plan (2015) identifies needs, opportunities and strategies for creating a greener, more sustainable and livable City through increasing connectivity; creating day-to-day opportunities to gather, play and enjoy; improving existing parks and green spaces; and identifying new ways to meet the community's need for different types of open spaces given limited resources. Based on opportunity analysis and needs assessment of potential projects, improvements were identified for 14 focus areas, and of these, four were selected as "Pilot Projects" for additional analysis and design, and assist with securing external funding. These four projects are Lower Fairmount Avenue, Blue-to-Green Connections, Centennial Park (formerly Fairmont Park) and Hillside Natural Area. The estimated costs shown are for two of the "Pilot Projects", including the Lower Fairmount Avenue and Blue-to-Green Connections. The other two "Pilot Projects", including Centennial Park and Hillside Natural Area, are included as separate CIP projects because of past and on-going efforts for these two projects. Estimated costs for the 14 focus area improvements must still be developed.
17. **Urban Forest Management Program** This program is for improved maintenance of existing City street trees and planting of additional City trees as recommended in the Urban Forest Management Plan (2007). In 2008, staff was awarded \$160,000 from the State Resources Board's Environmental Enhancement & Mitigation Program (EEMP) for street and park tree planting. Over 1,000 trees were installed using an EEMP grant through June 2015.
18. **Ohlone Greenway Improvements between Hill and Blake** This project will improve the Ohlone Greenway consistent with the Greenway Master Plan (2009) includes path, landscaping, street crossing improvements and other amenities on the Ohlone and cross streets between Hill and Blake Streets. The street crossing improvements at Hill Street were implemented in 2019 as part of the Ohlone BART Station Area Access, Safety and Placemaking Improvement Project. The next phase is installation of side path and enhanced landscaping between Hill Street and Safeway entrance.
19. **Ohlone Greenway Master Plan Program** This program has been implemented as various projects based on the recommendations in the Ohlone Greenway Master Plan (2009) and will more recently will be implement per the Park & Recreation Facilities Master Plan (2019), which updated a few recommendations. The BART-related improvements, including consolidation into mixed-use path, were completed in 2014. Other completed projects are the Ohlone Natural Area south of Fairmount Avenue (funded through a Prop 84 grant), Wayfinding Program (funded by Measure J TLC), and Ohlone BART Station Area Access, Safety and Placemaking Improvements (funded by several grants and developer contributions). In the next two years, the program includes upgrade and expansion of camera security system using development fees. Future improvements, although unfunded at this point, include additional lighting, enhanced landscaping, additional crossing improvements, community or native gardens, drinking fountains, restrooms, renovated play areas, gathering spaces and plazas, path connections to adjacent uses, interpretive exhibits and artistic elements. The area between Wall Avenue and Baxter Creek Gateway Park has been identified as a key node for improvements including lighting and green infrastructure. The area between Blake and Potrero is

another focus area identified in previous plans for which improvements may be funded by developer contributions.

20. **Creek Major Maintenance & Restoration** The program is intended to provide an evaluation of major maintenance and restoration needs for creeks throughout the City. The first phase that included applying for a Stream Alteration Agreement and related permit to conduct creek maintenance was undertaken in FY 2015-16. Some of the creek work along the Ohlone Greenway has been identified in the Ohlone Greenway Master Plan and Hillside Natural Area, Urban Greening Master Plan. Other work includes repair of the creek erosion at Huber Park, as well as, other major maintenance and restoration efforts in creeks within other park areas throughout the City.
21. **Annual Street Improvement Program** The project includes the implementation of a variety of roadway treatments including slurry seal, microsurface, micropave, cape seal, asphalt inlay & overlay of various thicknesses, and repairs of failed pavement locations. The scope also includes installation of curb ramps in compliance with the ADA for all streets that receive an any treatment within a crosswalk area, curb, gutter, and sidewalk upgrades as needed, upgrades to traffic control and safety systems that pertain to pavement work (striping, crosswalks, bike facilities, and associated signage), and upgrades to road-related storm drainage facilities. The project will involve multiple specialty contracts such as seal coats, asphalt overlay, roadway repairs and concrete. This project also includes funding the bi-annual Pavement Management Program update and development of program annual program work plan.
22. **Access Modifications - Streets & Sidewalks** This project will implement the public right-of-way portion of the City's American with Disabilities Act (ADA) Transition Plan Update, which was adopted in September 2009. Specific locations and scopes of work will be determined annually in conformance with the Plan and based on guidance from ADA Working Group. In general, work includes installation or reconstruction of curb ramps, repair of mid-block sidewalk locations to remove vertical and horizontal obstructions including damaged and narrow sidewalks, and installation of accessible pedestrian signals. Thanks to the passage of Senate Bill 1, this program is being expanded to include priority sidewalk repairs necessitated by street tree root damage - this is the launching of a "Sidewalk Repair Program". Note that this program is in addition to the curb ramp work required by street repaving program, however the access program may be contracted jointly with the Street Improvement/Paving Program.
23. **City-Wide Signage** This project is the phased replacement of old signs (identification and wayfinding) with new signage that is consistent with the City's updated identity program on San Pablo Avenue, the WCCTAC Wayfinding Program, and the El Cerrito Trails Signage Plan.
24. **Del Norte TOD Infrastructure/Complete Streets Improvements** The project includes planning, engineering and construction of various public infrastructure improvements to support transit-oriented development in the Del Norte Area including circulation improvements; bicycle, pedestrian, and bus transit access improvements; signage; lighting; ADA improvements; improvements to adjacent streets, street crossings and signals. A package of complete streets improvements for this area was identified in the San Pablo Avenue Specific Plan & Complete Streets Plan, adopted by City Council in September (2014), and Active Transportation Plan (2016). Subsequently, the City has successfully applied for \$11.4 million in grant and external funding for a set of the above improvements packaged as the El Cerrito del Norte TOD Complete Streets Improvements Project. Project elements include enhanced and protected crosswalks, context-sensitive bikeways, bus boarding islands, one-way to two-way circulation improvements, and various streetscape

enhancements around and leading to the Del Norte BART Station. The project limits include San Pablo Ave, Cutting Bl, Hill St, Eastshore Blvd, and Knott Ave near and in front of the Del Norte BART Station. The detailed design of the project is underway with bidding for construction scheduled for Spring 2023.

25. **Balra Retaining Wall Replacement** The project consists of the repair or replacement of the retaining wall and creek headwall in front of 779 Balra Drive, and repair street and sidewalk damage above wall. The gradual failure of this wall is causing subsidence of the street and sidewalk above, and has created some uneven surfaces in the walking and driving paths.
26. **Traffic Safety & Management Program** This program funds various capital projects to improve safety for motorists, pedestrians and bicyclists traveling on city streets based on safety assessment studies.
27. **Wildcat Drive Repair** This project would restore Wildcat Drive to its original width. The last in a series of landslides removed a section of Wildcat Drive (approximately 100 feet long and 10 feet wide) and the abutting valley gutter and embankment. Emergency work, consisting of a sheet pile retaining wall, was performed that stabilized the remaining roadway and provide two-way travel on one lane.
28. **San Pablo Avenue Complete Streets** This project will implement the San Pablo Avenue Specific Plan and Complete Streets Plan, adopted by the City Council in September 2014, in the Mid-town and Downtown sections. The project consists of complete streets improvements within and around the San Pablo Avenue Specific Plan area which includes all of San Pablo Avenue and crossing arterials. The scope of the project improvements includes sidewalk replacement, pedestrian level lighting, crosswalks improvements (curb bulb-outs, pedestrian refuge islands, flashing lights, and enhanced signing & striping), new mid-block crosswalks, bike facility (route, lanes, and cycletrack) implementation; bus islands, street trees, landscaping and street furniture. A 35% concept plan was completed in December 2020 thanks to a Regional Measure 2, Safe Routes to Transit grant.
29. **Active Transportation Program** This project implements the Active Transportation Plan, adopted by the City Council in April 2016. The Plan updated the City's Circulation Plan for Bicyclists and Pedestrians, which was adopted by the City Council in 2007 as the City's first master plan for pedestrian and bicycle networks and improvements. The update is intended to reflect constructed projects to date, new and innovative best practices, changing demands, the State of California Active Transportation Program guidelines, and recent City plans as well as those of neighboring jurisdictions. Detailed project concepts were developed for nine areas of the City to help secure external funding sources. Focus streets include Central Ave, Fairmount Ave, Carlson Bl, Potrero Ave, Elm St, Richmond St, Key Bl, Fairmount Av & Lincoln Ave with a current priority for east-west bikeways and pedestrian improvements around the El Cerrito Plaza BART Station Area to support existing use and planned transit-oriented development. Another priority is the Cerrito Creek Bay Trail/BART to Bay Trail Connector.
30. **Richmond Street Improvements** The project will rehabilitate and maintain street pavement; retrofit and install new curb ramps; install traffic signing, pavement markings and signs to enhance crosswalks and existing Class III bike facility; replace vehicle signal loop detection enhancing bike detection; and make minor utility adjustments to grade. The project will improve a large section of this arterial street between Fairmount Avenue and Blake Street pending available funding. It was initially anticipated that half of the street from centerline to curb line would be repaved as part of an EBMUD pipeline project to be completed in 2023, while the other half would be done as part of this project. However, the EBMUD pipeline project has encountered significant delays, which may require

the City to scale back the limits of the project. City staff is considering additional enhancements for pedestrian safety and comfort based on the San Pablo Avenue Specific Plan Multi-modal CIP and BART's Berkeley El Cerrito Corridor Access Plan currently underway.

31. **Local Roadway Safety Plan** The project includes development of a data-driven plan to identify, analyze, and prioritize roadway safety improvements on local roads. Key components include: (1) hot spot/reactive multimodal collision analysis; (2) infrastructure data inventory of key safety countermeasures, such as protected turns, median refuges, and bikeways; (3) collision profile development to proactively identify potential countermeasures at similar locations without crash history; (4) systemic project list of candidate countermeasures; (5) prioritization of the countermeasure list based injury severity and community input; and (6) Enforcement, Education and Engineering recommendations.
32. **Local Match for Potential Federal Stimulus Funds** This program to provide funding from the City Measure A Street Improvements funds to provide a local match for a federal stimulus programs.
33. **Storm Drain Program** This program is for repair, rehabilitation and improvement of the City's storm drain system. Over the last several years, the program has consisted of evaluation of localized flooding at several locations throughout the City, and completion of variety of repair projects to increase inlet storm drain capacity and to repair failed pipe sections. The program includes an update to the Master Plan consisting of an inventory and assessment of the storm drain system, hydraulic modeling, and recommendations for future projects. The Master Plan Update will provide cost estimates, priorities and a funding plan for maintenance and capital improvements over the next 10 years. The preliminary cost estimate for all capital projects is reflected in the program costs. The Master Plan update is underway although continue to be delayed due to competing priorities and reduced staffing.
34. **Green Infrastructure Program** The City's Green Infrastructure Plan was undertaken to comply with a provision of the Municipal Regional Permit (MRP) under the Clean Water Act and the National Pollution Discharge Elimination System (NPDES). This plan outlines how the City will meet future pollutant load reduction milestones through the incorporation of Low Impact Design (LID) systems, such as rain gardens, on public and private streets, roads, parking lots, and building roofs. Green Infrastructure can also help recharge groundwater supplies, reduce flood risk, create new habitats and wetlands, and provide additional community benefits by creating public spaces and capturing CO2. The City's General Plan (1999), Strategic Plan (2013), Climate Action Plan (2013), and Urban Greening Plan (2015) highlight the importance of creating a complete community that preserves existing natural assets, providing additional open space, and improving environmental quality. Only the preliminary cost estimate for at Green Infrastructure project in the Del Norte BART Station area is reflected in the program costs based on a conceptual design that was develop. Full program costs must still be identified.

CAPITAL OUTLAY BUDGET**Capital Outlay (9050)**

All Funds	FY 2018-19 Actual	FY 2018-19 Actual	FY 2019-20 Actual	FY 2020-21 Adopted	FY 2021-22 Proposed
General Fund (101)					
Purchased Professional & Technical Services	\$36,458	\$25,624	\$0	\$20,000	\$0
Purchased Property Services	\$286,925	\$34,153	\$0	\$50,000	\$0
Property & Capital	\$20,870	\$0	\$0	\$0	\$0
Other Financing Uses	\$722,585	\$0	\$0	\$0	\$0
Total Expenditures	\$1,066,837	\$59,777	\$0	\$0	

	FY 2018-19 Actual	FY 2018-19 Actual	FY 2019-20 Actual	FY 2020-21 Adopted	FY 2021-22 Proposed
Measure J-Return to Source Fund (204)					
Purchased Professional & Technical Services	\$13,066	\$0	\$0	\$0	\$0
Purchased Property Services	\$53,607	\$7,548	\$0	\$0	\$0
Total Expenditures	\$66,673	\$7,548	\$0	\$0	\$0

	FY 2018-19 Actual	FY 2018-19 Actual	FY 2019-20 Actual	FY 2020-21 Adopted	FY 2021-22 Proposed
Measure J Storm Drain Fund (205)					
Personnel	\$0	\$3,329	\$5,813	\$0	\$0
Purchased Professional & Technical Services	\$83,275	\$116,623	\$89,956	\$40,000	\$88,000
Purchased Property Services	\$0	\$16,508	\$332,000	\$300,000	\$220,000
Other Purchased Services	\$0	\$883	\$54	\$0	\$0
Total Expenditures	\$83,275	\$137,343	\$427,823	\$340,000	\$308,000

	FY 2018-19 Actual	FY 2018-19 Actual	FY 2019-20 Actual	FY 2020-21 Adopted	FY 2021-22 Proposed
Measure A Parcel Tax Fund (206)					
Purchased Professional & Technical Services	\$3,650	\$0	\$0	\$0	\$0
Purchased Property Services	\$50,357	\$20,686	\$0	\$217,366	\$270,350
Other Purchased Services					
Property & Capital	\$51,809	\$55,238	\$0	\$0	\$0
Total Expenditures	\$105,815	\$75,924	\$0	\$217,366	\$270,350

	FY 2018-19 Actual	FY 2018-19 Actual	FY 2019-20 Actual	FY 2020-21 Adopted	FY 2021-22 Proposed
Measure H- Park & Rec Facilities Fund (207)					
Purchased Professional & Technical Services	\$0	\$0	\$36,928	\$150,337	\$211,774
Supplies	\$0	\$0	\$250	\$10,000	\$0
Property & Capital	\$0	\$0	\$2,091	\$2,000	\$0
Other Financing Uses	\$0	\$0	\$50,000	\$50,000	\$50,000
Total Expenditures	\$0	\$0	\$89,269	\$212,337	\$261,774

	FY 2018-19 Actual	FY 2018-19 Actual	FY 2019-20 Actual	FY 2020-21 Adopted	FY 2021-22 Proposed
Street Improvement & Maintenance Fund (211)					
Purchased Professional & Technical Services	\$194,585	\$161,179	\$171,417	\$363,080	\$636,250
Purchased Property Services	\$434,707	\$617,398	\$32,094	\$445,000	\$638,750
Other Purchased Services	\$1,800	\$1,811	\$2,188	\$1,920	\$0
Supplies	\$0	\$0	\$0	\$0	\$0
Total Expenditures	\$631,092	\$780,387	\$205,699	\$810,000	\$1,275,000

	FY 2018-19 Actual	FY 2018-19 Actual	FY 2019-20 Actual	FY 2020-21 Adopted	FY 2021-22 Proposed
SB1 Road Maintenance (212)					
Purchased Professional & Technical Services	\$49,419	\$84,852	\$44,051	\$186,500	\$180,000
Purchased Property Services	\$163,844	\$20,242	\$0	\$262,500	\$310,000
Other Purchased Services	\$755	\$0	\$0	\$1,000	\$1,000
Total Expenditures	\$214,017	\$105,094	\$44,051	\$450,000	\$491,000

	FY 2018-19 Actual	FY 2018-19 Actual	FY 2019-20 Actual	FY 2020-21 Adopted	FY 2021-22 Proposed
Capital Improvement Fund (301)					
Purchased Professional & Technical Services	\$549,684	\$89,862	\$344,765	\$1,702,250	\$1,703,031
Purchased Property Services	\$3,051,667	\$363,183	\$602,669	\$288,110	\$9,424,144
Other Purchased Services	\$698	\$18	\$1,046	\$0	\$0
Supplies	\$0	\$889	\$592	\$0	\$0
Total Expenditures	\$3,602,050	\$453,952	\$949,072	\$1,990,360	\$11,127,175

CAPITAL OUTLAY REVENUES

	FY 2018-19 Actual	FY 2018-19 Actual	FY 2019-20 Actual	FY 2020-21 Adopted	FY 2021-22 Proposed
Gas Tax Fund Fund (201)					
Intergovernmental Revenues	\$519,471	\$589,882	\$553,148	\$657,700	\$690,959
Revenue Totals	\$519,471	\$589,882	\$553,148	\$657,700	\$690,959

	FY 2018-19 Actual	FY 2018-19 Actual	FY 2019-20 Actual	FY 2020-21 Adopted	FY 2021-22 Proposed
National Pollution Discharge Elimination System Fund (202)					
Intergovernmental Revenues	\$310,860	\$318,107	\$316,072	\$336,400	\$338,638
Charge for Services	\$912	\$53	\$0	\$0	\$0
Revenue Totals	\$311,772	\$318,160	\$316,072	\$336,400	\$338,638

	FY 2018-19 Actual	FY 2018-19 Actual	FY 2019-20 Actual	FY 2020-21 Adopted	FY 2021-22 Proposed
Land & Light Assessment District Fund (203)					
LLAD Assessments	\$777,656	\$781,248	\$784,974	\$784,974	\$791,164
Intergovernmental Revenues	\$9,452	\$19,621	\$11,199	\$10,500	\$10,500
Other Revenue	\$100	\$1,610	\$2,620	\$0	\$0
Revenue Totals	\$787,208	\$802,479	\$798,793	\$795,474	\$801,664

	FY 2018-19 Actual	FY 2018-19 Actual	FY 2019-20 Actual	FY 2020-21 Adopted	FY 2021-22 Proposed
Measure J Return to Source Fund (204)					
Transportation Taxes	\$479,482	\$509,433	\$491,221	\$458,500	\$482,388
Intergovernmental Revenues					
Charges for Services	\$175	\$0	\$0	\$0	\$0
Revenue Totals	\$479,657	\$509,433	\$491,221	\$458,500	\$482,388

	FY 2018-19 Actual	FY 2018-19 Actual	FY 2019-20 Actual	FY 2020-21 Adopted	FY 2021-22 Proposed
Measure J Storm Drain Fund (205)					
Parcel Taxes	\$701,950	\$704,131	\$706,322	\$706,325	\$711,134
Revenue Totals	\$701,950	\$704,131	\$706,322	\$706,325	\$711,134

	FY 2018-19 Actual	FY 2018-19 Actual	FY 2019-20 Actual	FY 2020-21 Adopted	FY 2021-22 Proposed
Street Improvement & Maintenance Fund (211)					
Property and Other Taxes	\$1,630,826	\$1,631,894	\$1,881,749	\$1,473,600	\$1,503,072
Other Revenue	\$3,877	\$13,174	\$8,066	\$5,100	\$5,304
Revenue Totals	\$1,634,703	\$1,645,068	\$1,889,815	\$1,478,700	\$1,508,376

Fund: 212 SB1 Road Maintenance	FY 2018-19 Actual	FY 2018-19 Actual	FY 2019-20 Actual	FY 2020-21 Adopted	FY 2021-22 Proposed
Intergovernmental Revenues	\$457,336	\$440,947	\$462,592	\$497,600	\$550,193
Revenue Totals	\$457,336	\$440,947	\$462,592	\$497,600	\$550,193

Capital Improvement Fund (301)	FY 2018-19 Actual	FY 2018-19 Actual	FY 2019-20 Actual	FY 2020-21 Adopted	FY 2021-22 Proposed
Intergovernmental Revenues	\$3,804,744	\$565,701	\$993,764	\$1,804,360	\$11,127,175
Other Revenue - TIF (9050)	\$392,217	\$453,034	\$47,821	\$50,000	\$0
Other Financing Sources (204)	\$492,234	\$20,000	\$20,000	\$40,000	\$40,000
Revenue Totals	\$4,689,194	\$1,038,735	\$1,061,585	\$1,894,360	\$11,167,175

TOTAL CAPITAL OUTLAY EXPENDITURES	\$5,769,761	\$1,620,025	\$1,715,914	\$4,020,063	\$13,733,299
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TOTAL CAPITAL OUTLAY REVENUES	\$9,581,292	\$6,048,835	\$6,279,549	\$6,825,059	\$16,250,527
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SECTION 13: LONG-TERM DEBT

The City has various long- term commitments for payments to debt obligations to be repaid from various revenue sources. These obligations are discussed in this section and supported with the June 30, 2020 audited information.

REVENUE BONDS

2017 Sales Tax Revenue Refunding Bonds- Street Improvements

In FY 2016-17, \$8.65 million of Sales Tax Revenue Refunding Bonds were issued, refunding the outstanding portion of the Sales Tax Revenue Bond Series 2008 that was issued in June 2008. The original bond proceeds of approximately \$10 million was used to finance the City's Street Improvement Project. The cost of the initial four-year project was approximately \$17 million. After use of bond proceeds, remaining project funding will come from ongoing sales tax revenues not required for debt service and other funds available for this type of work. The City continues efforts to obtain all possible Federal and State funding for street improvements, including utilizing proceeds of the bonds as matching funds for Federal and State grant funding. The bond principal and interest is payable each May 1st from 2018 through May 1, 2036.

Table 13-1
2017 Sales Tax Revenue Refunding Bonds- Street Improvements

	Original Issue Amount	Balance June 30, 2020	Additions	Retirements	Balance June 30, 2021
2017 Sales Tax Revenue Refunding Bond	\$8,650,000	\$7,680,000		\$340,000	\$7,340,000

Table 13-2

Future debt service payments on the 2017 Sales Tax Revenue Refunding Bonds – Street Improvements

Fiscal Year Ending June 30	Principal	Interest	Total
2022	\$350,000	\$356,100	\$706,100
2023	\$360,000	\$342,100	\$702,100
2024	\$380,000	\$327,700	\$707,700
2025-2036	\$6,250,000	\$2,214,250	\$8,464,250
Total	\$7,340,000	\$3,240,150	\$10,580,150

Measure A Lease Revenue Bonds - Swim Center Project

The El Cerrito Public Financing Authority issued 2002 Lease Revenue Bonds, which consisted of \$4,615,000 in bonds bearing interest at 3.00% to 4.75%. The interest is payable each August 15 and February 15. Principal is payable each August 15, through August 15, 2020. In FY 2012-13, the 2002 Lease Revenue Bonds were refinanced at a rate of 1.80% on a refunded principal amount of \$2,516,500 with the first principal payment due on September 1, 2013. The interest is payable each September 1 and March 1 through September 1, 2020.

The bonds are secured by a pledge, security interest in, and a first and exclusive lien on all base rental payments and other payments paid by the City and received by the Authority and the monies in the funds and accounts established pursuant to the Bond Indenture of Trust. The payment of bond principal and interest is also covered by a financial guaranty insurance policy.

Table 13-3

2012 Measure A - Swim Center Lease Revenue Refunding Bonds

	Original Issue Amount	Balance June 30, 2020	Additions	Retirements	Balance June 30, 2021
2012 Measure A-Swim Center Lease Revenue Refunding Bonds	\$2,516,500	\$185,200		\$185,200	\$0

Table 13-4

Future scheduled annual minimum debt service requirements for the 2012 Measure A - Swim Center Lease Revenue Refunding Bonds

Fiscal Year Ending June 30	Principal	Interest	Total
2021	\$185,200	\$1,815	\$187,015
Total	\$185,200	\$1,815	\$187,015

2017 Certificates of Participation (2006 City Hall Lease Refinancing)

In FY 2016-17, \$7.04 million of Certificates of Participation (COPs) were issued to refinance the outstanding portion of the original \$9.61 million El Cerrito Public Financing Authority issued 2006 Lease Revenue Bonds. The proceeds of the 2006 Bonds were primarily used for construction of a new City Hall and improvements to certain City facilities. The annual principal and interest component of the aggregate lease payment with respect to the COPs is payable each January 15th with the final payment on January 15, 2036.

The COPs are secured by a pledge, security interest in, and a first and exclusive lien on all lease payments and other payments paid by the City and received by the Authority.

Table 13-5

2017 City Hall Lease Revenue Certificates of Participation

	Original Issue Amount	Balance June 30, 2020	Additions	Retirements	Balance June 30, 2021
2017 City Hall Lease Revenue Refunding	\$7,040,000	\$6,475,000		\$295,000	\$6,180,000

Table 13-6
Annual lease Payments on 2017 City Hall Lease Revenue Certificates of Participation

Fiscal Year Ending June 30	Principal	Interest	Total
2022	\$300,000	\$276,763	\$576,763
2023	\$310,000	\$267,763	\$577,763
2024	\$320,000	\$255,363	\$575,363
2025-2036	\$5,250,000	\$1,631,499	\$6,881,499
Total	\$6,180,000	\$2,431,387	\$8,611,387

CAPITAL LEASE OBLIGATIONS

Solar Equipment Capital Lease

On December 5, 2012, the City entered into a capital lease agreement in the amount of \$1,595,000 at 2.75% interest with Green Campus Partners to finance the purchase and installation of solar equipment on City facilities. The term of the lease provides for semi-annual principal and interest payments of \$65,236 on December 1 and June 1 through December 1, 2027.

Table 13-7
Solar Equipment Capital Lease

	Original Issue Amount	Balance June 30, 2020	Additions	Retirements	Balance June 30, 2021
Solar Photovoltaic Capital Lease	\$1,595,300	\$878,798		\$107,036	\$771,762

Table 13-8
Future Debt Service Payments on Solar Equipment Capital Lease

Fiscal Year Ending June 30	Principal	Interest	Total
2022	\$110,000	\$20,472	\$130,472
2023	\$113,046	\$17,427	\$130,473
2024	\$116,176	\$14,296	\$130,473
2025-2028	\$432,539	\$24,115	\$456,654
Total	\$771,761	\$76,309	\$848,071

Dell Financial Services Capital Lease

On August 1, 2019 and November 1, 2019, City entered into an equipment lease purchase agreement in the amount of \$187,346 at 4.7% interest with Dell Financial Services to finance the purchase of computers and software. Annual principal and interest payments of \$41,291 are due starting August 1, 2019 to August 1, 2023.

Table 13-9
Dell Equipment Capital Lease

	Original Issue Amount	Balance June 30, 2020	Additions	Retirements	Balance June 30, 2021
2020 Dell Equipment Leases	\$187,346	\$146,055		\$33,833	\$112,222

Table 13-10
Future Debt Service Payments on Dell Equipment Capital Lease

Fiscal Year Ending June 30	Principal	Interest	Total
2022	\$35,561	\$5,730	\$41,291
2023	\$37,376	\$3,914	\$41,291
2024	\$39,285	\$2,006	\$41,291
			\$0
Total	\$112,222	\$11,650	\$123,872

Recycling Center Capital Lease

On November 1, 2010, the City entered into a capital lease agreement in the amount of \$3,500,000 at 3.88% interest with Holman Capital to finance the reconstruction of the Recycling Center. The term of the lease provided for quarterly principal and interest payments of \$80,225 through October 1, 2025.

In July 2012, the Recycling Center Capital Lease was refinanced reducing the interest rate from 3.88% to 2.50%. The interest is payable each July 1, October 1, January 1, and April 1 through October 1, 2025.

Table 13-11
2012 Recycling Center Refunding Capital Lease

	Original Issue Amount	Balance June 30, 2020	Additions	Retirements	Balance June 30, 2021
2012 Recycling Center Facility Revenue Refunding Bonds	\$3,405,600	\$1,573,800		\$270,800	\$1,303,000

Table 13-12
Future Debt Service Payments on 2012 Recycling Center Refunding

Fiscal Year Ending June 30	Principal	Interest	Total
2022	\$277,400	\$29,148	\$306,548
2023	\$284,200	\$22,346	\$306,546
2024	\$291,200	\$15,376	\$306,576
2025-2026	\$450,200	\$9,622	\$459,822
Total	\$1,303,000	\$76,492	\$1,379,492

2018 Recycling Two Side Loaders Capital Lease

On January 19, 2018, the City entered into an equipment lease purchase agreement in the amount of \$551,498 at 2.887% interest with Capital One Public Funding, LLC to finance the purchase of two side loaders for the recycling center. Semiannual principal and interest payments of \$43,790 are due each July and January 19 through January 19, 2025.

Table 13-13
2018 Recycling Center Side Loaders Capital Lease

	Original Issue Amount	Balance June 30, 2020	Additions	Retirements	Balance June 30, 2021
2018 Recycling Two Side Loaders Capital Lease	\$551,498	\$405,049		\$83,620	\$321,429

Table 13-14
Future Debt Service Payments on 2018 Recycling Center Side Loaders Capital Lease

Fiscal Year Ending June 30	Principal	Interest	Total
2022	\$78,858	\$8,722	\$87,580
2023	\$81,158	\$6,421	\$87,580
2024	\$83,518	\$4,062	\$87,580
2025	\$77,895	\$1,633	\$79,528
Total	\$321,429	\$20,838	\$342,267

2019 Public Works and Recreation Department Vehicles Capital Lease

On January 15, 2019, the City centered into an equipment lease purchase agreement in the amount of \$116,121 with KS State Bank to finance the purchase of two public works trucks and one recreation van. Semi-annual principal and interest payments of \$25,758 are due each July and January 15 through January 15, 2023.

Table 13-15
2019 Public Works and Recreation Department Vehicles Capital Lease

	Original Issue Amount	Balance June 30, 2020	Additions	Retirements	Balance June 30, 2021
2019 Public Works Trucks and Recreation Van Capital Lease	\$116,121	\$69,915		\$22,139	\$47,776

Table 13-16
Future Debt Service Payments on 2019 Public Works and Recreation Department Vehicles Capital Lease

Fiscal Year Ending June 30	Principal	Interest	Total
2022	\$23,285	\$2,473	\$25,758
2023	\$24,491	\$1,267	\$25,758
Total	\$47,776	\$3,740	\$51,516

2019 Recreation Paratransit Capital Lease

On June 5, 2019, the City centered into an equipment lease purchase agreement with Wells Fargo Bank in the amount of \$47,667. Monthly principal and interest payments of \$1,087 are due 30th of the month till June 5, 2023.

Table 13-17
2019 Recreation Department Paratransit Capital Lease

	Original Issue Amount	Balance June 30, 2020	Additions	Retirements	Balance June 30, 2021
2019 Recreation Paratransit Van	\$47,667	\$36,432		\$11,578	\$24,854

Table 13-18
Future Debt Service Payments on 2019 Recreation Paratransit Capital Lease

Fiscal Year Ending June 30	Principal	Interest	Total
2022	\$12,135	\$909	\$13,044
2023	\$12,718	\$326	\$13,044
Total	\$24,853	\$1,235	\$26,088

2020 Recreation Department Starcraft Capital Lease

On December 8, 2019, the City entered into an equipment lease purchase agreement with Wells Fargo Bank in the amount of \$67,426. Yearly principal and interest payments of \$18,030 are due 8th of the year until December 8, 2022.

Table 13-19
2020 Recreation Starcraft Capital Lease

	Original Issue Amount	Balance June 30, 2020	Additions	Retirements	Balance June 30, 2021
2020 Recreation Starcraft Capital Lease	\$67,426	\$49,396		\$15,718	\$33,678

Table 13-20
Future Debt Service Payments on 2020 Recreation Starcraft Capital Lease

Fiscal Year Ending June 30	Principal	Interest	Total
2022	\$16,454	\$1,576	\$18,030
2023	\$17,224	\$806	\$18,030
Total	\$33,678	\$2,382	\$36,060

2021 Recycling Two Rear Loaders Capital Lease

On March 24, 2021, the City entered into an equipment lease purchase agreement with McNeilus Truck and Manufacturing in the amount of \$573,906 for two rear loaders for recycling center. The yearly interest rate is 3.54%. The annual principal and interest payments of \$94,005.95 starts from March 30, 2022 and ends March 30, 2028 for a total of 7 payments.

Table 13-21
2021 Recycling Center Two Rear Loaders

	Original Issue Amount	Balance June 30, 2020	Additions	Retirements	Balance June 30, 2021
2021 Recycling Center Two Rear Loaders		\$0	\$573,906		\$573,906

Table 13-22
Future Debt Service Payments on the 2021 Recycling Center Two Rear Loaders

Fiscal Year Ending June 30	Principal	Interest	Total
2022	\$73,679	\$20,327	\$94,006
2023	\$76,288	\$17,718	\$94,006
2024	\$78,991	\$15,015	\$94,006
2025	\$81,788	\$12,218	\$94,006
2026	\$84,685	\$9,321	\$94,006
2027	\$87,685	\$6,321	\$94,006
2028	\$90,790	\$3,216	\$94,006
2025-2028	\$344,948	\$31,076	\$376,024
Total	\$573,906	\$84,136	\$658,042

2022 Fire Apparatus Capital Lease

On May 24, 2022, the City entered into an equipment lease purchase agreement with Capital One Public Funding in the amount of \$1,145,241.25 for Fire Apparatus. The yearly interest rate is 3.339%. The annual principal and interest payment of \$136,590.20 starts from May 24, 2023 and ends May 24, 2032 for a total of 10 payments.

Table 13-23
2022 Fire Apparatus Capital Lease

	Original Issue Amount	Balance June 30, 2021	Additions	Retirements	Balance June 30, 2022
2022 Fire Apparatus	\$1,145,241	\$0	\$1,145,241		\$1,145,241

Table 13-24
Future Debt Service Payments on 2022 Fire Apparatus Capital Lease

Fiscal Year Ending June 30	Principal	Interest	Total
2023	\$98,351	\$38,240	\$136,590
2024	\$101,635	\$34,956	\$136,590
2025	\$105,028	\$31,562	\$136,590
2026	\$108,535	\$28,055	\$136,590
2027	\$112,159	\$24,431	\$136,590
2028	\$115,904	\$20,686	\$136,590
2029	\$119,774	\$16,816	\$136,590
2030	\$123,773	\$12,817	\$136,590
2031	\$127,906	\$8,684	\$136,590
2032	\$132,177	\$4,413	\$136,590
2025-2032	\$840,228	\$115,903	\$956,131
Total	\$1,145,241	\$220,661	\$1,365,902

Changes in Long-Term Liabilities

Long-term liability activity for the fiscal year ended June 30, 2021 was summarized as follows:

	Original Issue Amount	Balance June 30, 2020	Additions	Retirements	Balance June 30, 2021
Revenue Bonds:					
2012 Measure A- Swim Center Lease Revenue Refunding Bonds	\$2,516,500	\$185,200		\$185,200	\$0
2017 Sales Tax Revenue Refunding	\$8,650,000	\$7,680,000		\$340,000	\$7,340,000
2017 City Hall Lease Revenue Refunding	\$7,040,000	\$6,475,000		\$295,000	\$6,180,000
Total Revenue Bond	\$18,206,500	\$14,340,200	\$0	\$820,200	\$13,520,000
Capital Lease Obligations:					
Solar Lease	\$1,595,300	\$878,797		\$107,036	\$771,761
2012 Recycling Center Facility	\$3,405,600	\$1,573,800		\$270,800	\$1,303,000
2018 Recycling Two Side Loaders	\$551,498	\$405,049		\$83,620	\$321,429
2019 PW and Recreation Vehicles	\$116,121	\$69,915		\$22,139	\$47,776
2019 Recreation Paratransit	\$47,667	\$36,432		\$11,579	\$24,853
2020 Dell Lease #1 & #2	\$187,346	\$146,055		\$33,833	\$112,222
2020 Recreation Starcraft	\$67,426	\$49,396		\$15,718	\$33,678
2021 Recycling Two Rear Loaders	\$573,906		\$573,906		\$573,906
2022 Fire Apparatus	\$1,145,241				\$0
Total Capital Lease Obligations	\$7,690,105	\$3,159,444	\$0	\$544,725	\$2,614,719

Deferred Debt Expense

Bond issuance costs and Bond premiums are amortized over the terms of the respective bonds using a method that approximates the effective interest method.

SECTION 14:

APPENDICES AND STATISTICS

APPENDIX 1: GLOSSARY OF BUDGET TERMS

APPENDIX 2: DEMOGRAPHIC PROFILE

APPENDIX 3: EMPLOYEE BENEFIT SCHEDULE

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APPENDIX 8: STATE AUDITOR CORRECTIVE ACTION PLAN

APPENDIX 1

GLOSSARY OF BUDGET TERMS

AC TRANSIT—A public sector transportation agency that provides bus and other public transit services to various localities in the San Francisco East Bay Area, including El Cerrito.

ADA—Americans with Disabilities Act.

ADOPTED BUDGET—The budget document formally approved by the City Council.

ANNUAL COMPREHENSIVE FINANCIAL REPORT (ACFR)—A set of mandated government financial statements for local and state governments that demonstrates compliance with the accounting requirements established by the Governmental Accounting Standards Board (GASB).

APPROPRIATION—Legal authorization granted by City Council or other policy body to make expenditures and incur obligations for a specific purpose within a specific time frame.

AMERICAN RESCUE PLAN ACT (ARPA) - A 2021 federal relief package providing funding in several areas such as state and local aid, education, rental assistance, transit, stimulus payments for individuals, and other provisions.

ASSESSED VALUATION—A dollar value placed on real estate or other property by the County Assessor as a basis for levying property taxes.

AUDIT—A review of the City's accounts by an independent auditing firm to substantiate fiscal year-end balances and ensure compliance with generally accepted standards for financial accounting and reporting.

BART—Bay Area Rapid Transit, a fixed-rail mass transportation system in the San Francisco Bay Area.

BASIS OF BUDGETING—Basis of budgeting refers to the method used for recognizing revenues and expenditures in the budget. The City uses the modified accrual basis of accounting for budgetary purposes, which is in compliance with Generally Accepted Accounting Principles.

BALANCED BUDGET—A budget in which revenues are equal to expenditures. Thus, neither a budget deficit nor a budget surplus exists.

BEGINNING FUND BALANCE—Fund balance available in a fund from the end of the prior year for use in the following year.

BOND PROCEEDS—The money paid to the issuer by the purchaser or underwriter of a new issue of municipal securities. These moneys are used to finance the project or purpose for which the securities were issued, and to pay certain costs of issuance as may be provided in the bond contract.

BUDGET—A plan of financial operation embodying an estimate of proposed expenditures/expenses for a given period (typically a fiscal year) and the proposed means of financing them (revenue estimates). Upon approval by the City Council, the budget appropriation resolution is the legal basis for expenditures in the fiscal year.

BUDGET AUTHORITY—Under certain circumstances, the City Council may adjust the budgeted appropriations for reasons unforeseen at the time of the adoption of the original budget. Such amendments are made by Council resolutions. The City Manager may make transfers of appropriations within a fund.

BUSINESS LICENSE TAX—A general tax on businesses for the privilege of conducting business within the City limits. Rates are set at each city's discretion but may not be discriminatory or confiscatory.

CALED—California Association for Local Economic Development.

CAPITAL IMPROVEMENT PROGRAM (CIP)—Annual appropriations for capital improvement projects such as street improvements, building construction, and various kinds of major facility maintenance. Capital projects are outlined in a five-year expenditure plan, which details funding sources and expenditure amounts. They often are multi-year projects, which require funding beyond the one-year period of the annual budget.

CAPITAL OUTLAY—A budget appropriation category comprising all equipment having a unit cost of more than \$500 and an estimated useful life of over one year.

CDBG—Community Development Block Grant.

CERTIFICATE OF DEPOSIT (CD)—A deposit insured up to \$250,000 (as of July 1, 2009) by the FDIC at a set rate for a specific period of time.

COPS—Community Oriented Policing Services. A grant program supporting community involvement offered by the U.S. Department of Justice.

COUPON—The annual rate of interest that a bond's issuer promises to pay the bondholder on the bond's face value; a certificate attached to a bond evidencing interest due on a payment date.

CPI—Consumer Price Index. Various indices that measure inflation in various economic sectors and regions.

CRW—The City's software system used for permits, code enforcement and business licenses.

CURRENT SERVICE CHARGES—Charges imposed to support services provided to individuals. These charges may not exceed the cost of providing the service plus overhead. The rationale behind service charges is that certain services are primarily for the benefit of individuals rather than the general public.

CURRENT YIELD—The interest paid on an investment expressed as a percentage of the current price of the security.

DEBT SERVICE—Payment of the principal and interest on an obligation resulting from the issuance of bonds, notes, or leasing arrangements.

DEFICIT—An excess of expenditures or expenses over revenues (resources).

DEPARTMENT—An organizational unit composed of divisions or programs. It is the basic unit of service responsibility encompassing a broad mandate of related activities.

DIVISION—A sub-section (or activity) within a Department that furthers the objectives of the City by providing specific services or programs.

DUI—Driving Under the Influence (of alcohol or drugs).

DISCRETIONARY REVENUE—Money that the City Council has the authority to allocate for any purpose. Often refers to the General Fund, as opposed to Special Funds.

EBMUD—East Bay Municipal Utility District, a public utility that provides water service in El Cerrito and other cities.

ENCUMBRANCE—Funds not yet expended and are delegated or set aside in anticipation of expenditure in the form of a purchase order, contract, or other commitment, chargeable to an appropriation. These funds cease to be an encumbrance when paid.

ENTERPRISE FUND—A type of fund operated in a manner similar to private enterprises. Enterprise funds capture the total costs of the associated programs, including facilities and services, as well as all revenues attributable to those programs. These programs are entirely or predominantly self-supporting.

ERAF—Educational Revenue Augmentation Fund. The state enacted legislation in 1992 whereby partial responsibility of funding education was shifted to local governments, directing specified amounts of local agency property taxes be deposited into such funds to support schools.

EOY—End Of Year. The City’s fiscal year runs from July 1 through June 30, while certain programs operate on a federal fiscal year, which runs from October 1 through September 30, and other programs operate on a calendar year basis (January 1 through December 31).

EXPENDITURES—Monies spent, including current operating expenses, debt service, and capital outlays.

EXPENSE—The actual spending of funds by an enterprise fund authorized by an appropriation.

FEDERAL DEPOSIT INSURANCE CORPORATION (FDIC)—Insurance provided to customers of a subscribing bank, which guarantees deposits to a set limit (\$250,000) per depositor.

FEES—A charge to cover the cost of services (e.g., building inspection fee, zoning fee, etc.).

FINES AND FORFEITURES—Revenues received and bail monies forfeited upon conviction of a misdemeanor, traffic, or municipal infraction.

FISCAL YEAR—The City’s year for accounting and budgeting purposes, which begins on July 1 and ends on June 30.

FIXED ASSETS—A tangible item of a long-term character such as land, buildings, furniture, and other equipment with a unit cost in excess of \$5,000.

FRANCHISE FEES—Fees paid to a municipality from a franchisee for “rental” or as a “toll” for the use of city streets and rights-of-way. The businesses required to pay franchise fees in El Cerrito include utilities such as gas, electricity, cable television, and solid waste collection and disposal. Telephone utilities are specifically exempted from franchise fees by State law.

FULL-TIME EQUIVALENT (FTE)—A measure signifying the full number of hours for one full year that a regular employee in that position would provide services. Thus, a regular, full time employee would equal 1.0 FTE. A half-time employee would equal 0.5 FTE.

FUND—An independent fiscal and accounting entity used to record all financial transactions related to the specific purpose for which the fund was created. Primary reasons for creating separate funds include allocating interest, complying with federal requirements, and maintaining separate sets of books for reporting purposes.

FUND BALANCE—The amount of financial resources available for use. Generally, this figure represents a summary of all the annual operating surpluses and deficits since the fund’s inception.

FUNDING SOURCE—Identifies the source of resources for City expenditures.

FY—Fiscal Year. See description under “Fiscal Year”.

GASOLINE TAX (GAS TAX, HIGHWAY USERS TAX)—18-cent per gallon tax on fuel used to propel a motor vehicle or aircraft. The use of these revenues is restricted to “research, planning, construction, improvement, maintenance, and operation of public streets and highways or public mass transit guide ways.” The basic means of distribution to cities is population.

GANN LIMIT (SPENDING LIMIT)—Article XIII B of the California Constitution establishes a spending limitation on government agencies within California. The spending limit is a mandated calculation of how

much the City is allowed to expend in one fiscal year. The amounts of appropriations subject to the limit are budgeted proceeds of taxes. The total of these budgeted revenues cannot exceed the total appropriations limit. Annually, local governments may increase the appropriate limit by a factor comprised of the change in population combined with the California inflation rate as determined by the State Finance Department.

GENERAL FUND—The primary fund used to account for revenues and expenditures of the City not legally restricted as to use. This Fund is used to offset the cost of the City's general operations.

GENERAL OBLIGATION BOND—A bond whose repayment is guaranteed by pledging all the assets and revenues of a government agency.

GENERAL FUND REVENUES—General sources of income the City collects and receives into the Treasury for public use (e.g., property tax). There are no restrictions as to the use of these monies - often referred to as Discretionary Revenue.

GENERAL PLAN UPDATE—The City's General Plan is a master planning document for the community. State law requires that all cities develop and update their General Plan periodically.

GOVERNANCE—The process of providing community leadership and overall direction for a City. It involves understanding the community's desires for its future, focusing those desires into an achievable vision, and establishing specific objectives and goals in order to realize that future vision. It also involves leadership in explaining City policies to the community and gathering support for City programs.

GOVERNMENT ACCOUNTING STANDARDS BOARD (GASB)—A standard-setting body, associated with the Financial Accounting Foundation, which prescribes standard accounting practices for governmental units.

GRANT—A contribution from one government unit to another, usually made for a specific purpose and time period.

INFRASTRUCTURE—Facilities on which the continuance and growth of a community depend, such as streets and roads, sewers, public buildings, parks, etc.

INTEREST RATE—The annual yield earned on an investment, expressed as a percentage.

INTERFUND TRANSFERS IN/OUT—Monies transferred from one fund to another. Such money is transferred to finance the operations of another fund or to reimburse the fund for certain expenditures/expenses.

INTEGRATED WASTE MANAGEMENT (IWM) FUND—An enterprise fund for the Integrated Waste Management services functions, including curbside recycling collection and operation of the City's Recycling + Environmental Resource Center; supported by user fees.

LANDSCAPING AND LIGHTING ASSESSMENT DISTRICT (LLAD)—A district encompassing the City of El Cerrito in which an assessment levied on residential and commercial property owners for the purpose of providing landscaping, street lights, and the maintenance of parks, street landscaping, and recreation facilities. The assessment is added to the property tax bill.

LICENSES AND PERMITS—Revenues in this category are charges designed to reimburse a city for costs of regulating the activities being licensed. These charges may not generate revenues in excess of costs.

MASTER FEE SCHEDULE—Fee schedule that includes all of the City's user fees, charges for services, and business license tax rates updated and adopted by the City Council on an annual basis.

MEASURE A- PARCEL TAX (2000)—Revenues, approved by the voters in 2000, for the sole and exclusive purpose of providing the funds necessary for the renovation and reconstruction of the El Cerrito Swim

Center, the rehabilitation of Canyon Trail Clubhouse and the performance of access and restroom renovations to the Harding, Huber and Poinsett Park Clubhouses.

MEASURE A- SALES TAX (2008)—A retail transactions and use tax approved by the voters in 2008. Proceeds levied and imposed are accounted for and paid into a special fund designated for use for all aspects of street repair and maintenance including repair, reconstruction and sealing of City streets; repair, maintenance and reconstruction of curbs and ramps adjacent to City streets; crosswalk and pedestrian improvements on or adjacent to City streets; other related services such as lane line, crosswalk and bicycle lane striping and other necessary pavement markings; and other such improvements as are deemed necessary by the City Council for the benefit of the residents of the City.

MEASURE J STORM DRAIN—A measure passed by El Cerrito voters in 1993 to maintain, repair, and reconstruct the City's storm drains. All properties in the City are assessed annually based on equivalent residential units. Funds are accounted for in the Measure J-Storm Drain Fund.

MEASURE C TRANSIT—Funds that are used for limited paratransit services, which augment the basic service provided by the BART/AC Transit Consortium. Any excess tax revenues over expenditures related to paratransit services are placed in the Measure C-Transit Reserve. Measure C was extended by Measure J in November 2004.

MEASURE J TRANSIT—Measure J was approved in November 2004, and provided for the continuation of Measure C, the half-cent transportation sales tax for an additional 25 years (see description under "Measure C Transit", above).

MEASURE R SALES TAX—Measure R is a half-cent, general sales tax measure for seven years that was passed in November 2010 in order to maintain the current level of services in El Cerrito during the economic recession.

MEASURE WW—An East Bay Regional Parks District bond measure passed by the voters in 2008, which included funds for cities including El Cerrito for local park and recreation projects.

MTC—Metropolitan Transportation Commission. A regional agency that coordinates transportation programs and funding in the San Francisco Bay Area. The MTC formerly provided grant money for the Paratransit Program. The responsibility for providing these services was transferred to AC Transit and BART on July 1, 1997.

MOTOR VEHICLE IN-LIEU FEES—Registered vehicle owners pay a fee to the State each year in lieu of paying property taxes for their vehicle. The fee is computed as a percent of the depreciated value of their motor vehicle. Each city and county in California receives a portion of this revenue, based on population. The State Legislature has modified the level of revenue disbursement to cities and counties in recent years.

MUNICIPAL CODE—City Council approved ordinances currently in effect. The Code defines City policy and contains the "laws" of the City.

MUNICIPAL SERVICES CORPORATION (MSC)—A nonprofit public benefit corporation formed in 1982 to benefit and support the community. Its charitable and public purposes were expanded in 2011, in accordance with Section 509(a)(3) of the Internal Revenue Code, to include "lessening the burdens of government of the City," by contributing to physical improvements, providing economic opportunity, stimulating economic development, assisting with redevelopment activities and programs, and combating community deterioration. The MSC provides grants in support of these purposes, undertakes development of its land holdings, and manages the Cerrito Theater for the benefit of the community.

NOTE—A written promise to pay a specified amount to a certain entity on demand or on a specified date.

NPDES—National Pollutant Discharge Elimination System.

OBJECTIVES—The expected results or achievements of a budget activity, which can be measured and achieved within a given time frame. Achievement of the objective advances the organization towards a corresponding goal.

OES—Office of Emergency Services.

OPERATING BUDGET—The annual appropriation of revenues and expenditures that define financial and programmatic activities.

OPERATING EXPENSES—The cost for personnel, materials and equipment required for a department to function.

ORDINANCE—A formal legislative enactment by the City Council. It has the full force and effect of law within City boundaries unless preempted by a higher form of law. An ordinance has a higher legal standing than a resolution.

PASS-THRU PAYMENTS—Payments made by the former El Cerrito Redevelopment Agency to the taxing entities affected by the Redevelopment Plan for the City of El Cerrito Redevelopment Project Area. Payments were calculated either by fiscal agreement or a statutory formula to the taxing entities from the tax increment collected by the Redevelopment Agency. Upon dissolution of the Redevelopment Agency, pass-through payments to the tax entities continue to be made by the County Auditor-Controller, calculated in the same manner, prior to disbursing Redevelopment Property Tax to the El Cerrito Redevelopment Agency Successor Agency to make payments on the former Redevelopment Agency's enforceable obligations.

PERS—Public Employees' Retirement System. The State-sponsored retirement system in which most City employees participate.

PERSONNEL EXPENDITURES—Salaries and wages paid to employees.

PROGRAM REVENUES—Revenues received by a department as a result of the services or operations of that department (such as user fees), which are used to finance the related services or programs. Program Revenue is not discretionary (general-purpose) revenue.

PROPOSED BUDGET—The working document for the fiscal year under discussion.

POST—Peace Officer Standards and Training. A State reimbursement program for Police Officer Training.

PRINCIPAL—The face value or par value of a debt instrument, or the amount of capital invested in a given security.

PROPERTY TAX—All real property and tangible personal property are subject to a property tax rate of 1% of their assessed values. Since Proposition 13 was enacted in 1978, the assessed valuation of real property in the "base year" of FY 1975-1976 may increase each year by a calculated change in the cost of living, not to exceed 2%, as long as it is held by the same owner. When there is a transfer of property ownership, or when property is newly constructed, it is reappraised at its market value. The property tax is imposed on real property (land and permanently attached improvements such as buildings) and tangible personal property (movable property) located within the state. By definition, this ad valorem tax is based on the property value, as defined in law, rather than on a fixed amount or benefit.

PUBLIC SAFETY TAX (PROPOSITION 172)—This half-cent sales tax was authorized in 1994 by a vote of the people in California. Proposition 172 designated the tax be used to fund public safety activities such as police and fire services and facilities.

PURCHASE DATE—The date in which a security is purchased for settlement on that or a later date.

PURCHASE ORDER—Authorizes the delivery of specific goods or service and the incurrence of debt for them.

PDA—Priority Development Area. A designation of the FOCUS Program, a development and conservation strategy for the Bay Area, led by the Association of Bay Area Governments and Metropolitan Transportation Commission. The San Pablo Avenue corridor is a PDA under the Focus Program, targeted for transit-oriented, infill development.

RAD—Residential Architectural Development.

RDA—Redevelopment Agency.

RENTS—Income derived from the rental of property.

RESERVE—An account used to record a portion of the fund balance as legally segregated for a specific use, usually at a future time.

RESOLUTION—A special order of the City Council, which has a lower legal standing than an ordinance.

RESTRICTED USE FUNDS—Funds designated for use for a specific purpose.

REVENUES—Monies received or anticipated by a local government from both tax and non-tax sources during the fiscal year.

REVENUE BONDS—A type of bond usually issued to construct facilities. The bonds are repaid from revenue produced by the operation of those facilities.

SALARY SAVINGS—That percentage or dollar amount of salaries which can be expected to be unspent during the fiscal year due to vacancies or other factors.

SALES TAX—This tax is levied on goods and services at the point-of-sale. Since the State adopted the Bradley-Burns Uniform Sales and Use Tax Law, the State has consolidated the collection of sales taxes and made uniform the rate at which goods are taxed (allowing for local voter-approved increments). The sales tax rate in Contra Costa County is currently 8.5%, of which approximately 1% is returned to El Cerrito for those sales that take place in El Cerrito. In February 2008, voters approved an additional half-cent sales and use tax dedicated to funding a comprehensive street pavement repair and maintenance program. In November 2010, voters approved an additional half-cent general sales tax measure for seven years, in order to maintain the current level of services in El Cerrito during the economic recession.

SECURED TAXES—Taxes levied on real properties in the City which are "secured" by liens on the properties.

SERAF—Supplemental Education Revenue Augmentation Fund. SERAF payments were State takeaways from redevelopment agencies of about \$1.7 billion in FY 2009-10 and \$400 million in FY 2010-11. El Cerrito's shares of the SERAF takeaways were about \$1.7 million and \$364,000, respectively.

SERVICES—Expenditures/expenses for services.

SPECIAL REVENUE FUNDS—This fund type collects revenues that are restricted by the City, State, or Federal government as to how the City might spend them.

STMP—Subregional Transportation Mitigation Program.

SUPPLIES AND OTHER CHARGES—Expenditures/expenses for supplies or other charges that ordinarily are consumed within a fiscal year and which are not included in inventories.

TAX RATE—The amount of tax levied expressed as a percentage of the value of the item being taxed.

TRAN—Tax and Revenue Anticipation Note. Notes issued in anticipation of receiving tax proceeds or other revenues at a future date.

TEA—Transportation Equity Act.

TDA—Transportation Development Act. A State program providing grants for specific transportation projects.

TOD—Transit Orientated Development.

TFCA—Transportation Fund for Clean Air.

TOT—Transient Occupancy Tax. A general tax imposed on occupants for the privilege of occupying rooms in hotels, motels, inns, or other lodging facilities for 30 days or less. The current tax rate in El Cerrito is 10%.

UNDESIGNATED FUND BALANCE—Funds which the City Council has not specifically designated for any other purpose. The City maintains an Undesignated General Fund Balance to help mitigate the effects of such unanticipated situations as the following:

- a) Economic downturns
- b) Loss of revenues to or imposition of additional costs by other governmental agencies
- c) Errors in financial forecasting
- d) Natural disasters

The full policy of the City Council is shown in this document in Appendix 4, Fiscal Policies.

USE OF MONEY AND PROPERTY—This revenue comes from the investment of temporarily idle public funds. Investing these funds is a responsible way to raise monies using a City's own resources. In making investment decisions, consideration should be given to safety, liquidity, and yield, in that order. In keeping with the need for safety, the California Government Code restricts the various instruments in which the City may invest. The City of El Cerrito has a local Investment Policy.

UTILITY USERS TAX—This tax is imposed on the residential and commercial consumers of utilities—electric, gas, cable television, water, and telephone services (including cellular). The City's current tax rate is 8%, and was ratified by the voters with the passage of Measure K in 2004. The tax is collected by the companies providing the service as part of their billing process.

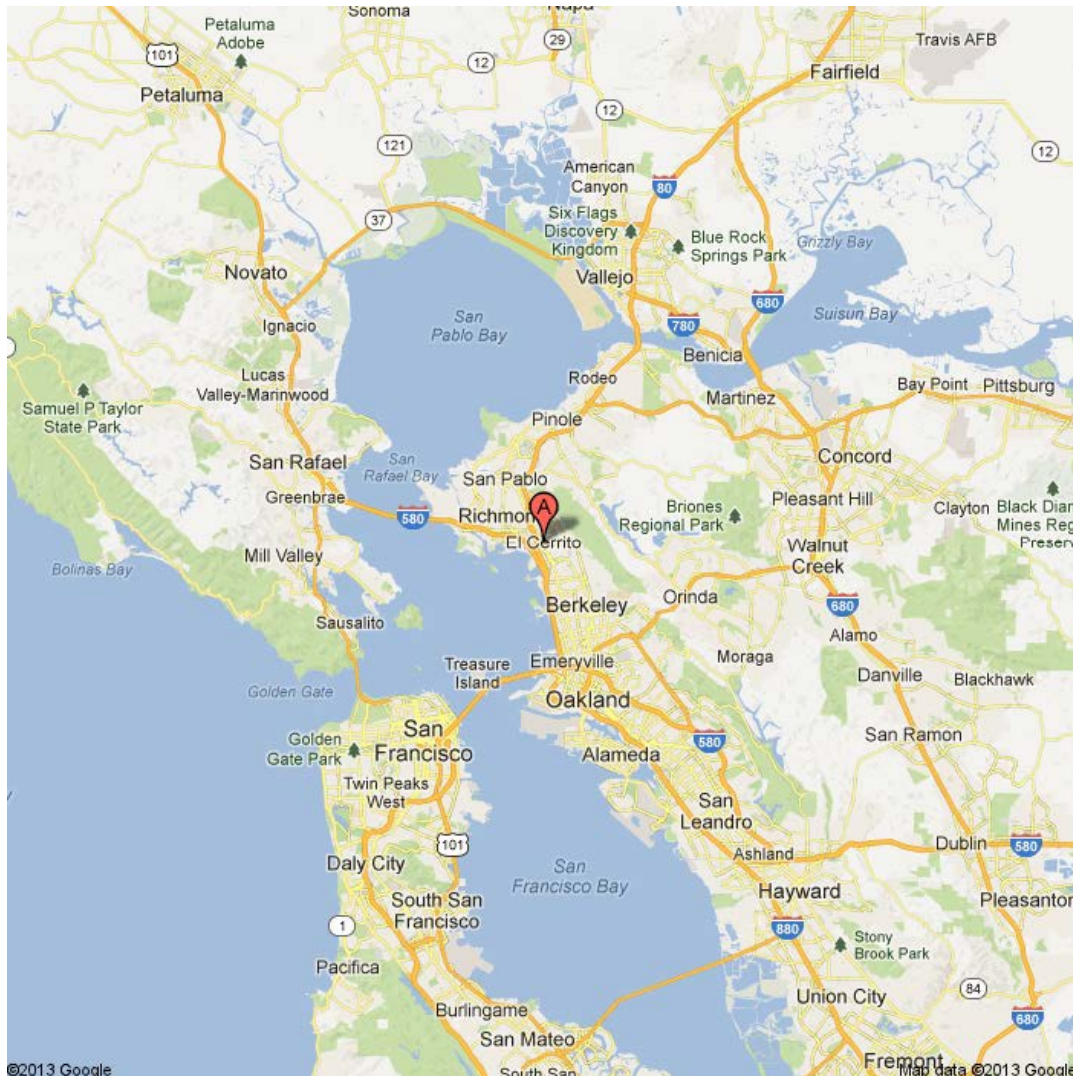
VEHICLE ABATEMENT FUNDS—These funds are generated by assessing a fee per vehicle for all vehicles registered in the County. State legislation allowed the eighteen cities and County of Contra Costa to join together and form a Service Authority to oversee a fund to be used for the removal of abandoned, wrecked, and inoperable vehicles. Any excess of Vehicle Abatement revenues over expenditures related to this purpose is held in the Vehicle Abatement Reserve.

WCCTAC—West Contra Costa Transportation Advisory Committee.

WCCUSD—West Contra Costa Unified School District.

APPENDIX 2

DEMOGRAPHIC PROFILE



Located on the eastern shore of San Francisco Bay, El Cerrito is a 3.9-square-mile city blessed with a pleasant climate year-round. The hilly areas of El Cerrito provide spectacular views of San Francisco, the Bay and Golden Gate Bridges, and Mt. Tamalpais. El Cerrito is conveniently located along Interstate 80 and is less than 30 miles from two major airports, and the Silicon Valley, Berkeley, and Sacramento are within easy reach. Its extensive transportation system includes two Bay Area Rapid Transit stations. El Cerrito's residents enjoy the tree-lined Hillside Natural Area, 102 acres of dedicated open space, as well as over 46 acres of parks, 18 acres of school recreational areas, and 38 acres of other amenities. These amenities include the Ohlone Greenway, a pleasantly landscaped linear park that runs along the length of the city and is popular with walkers, runners and bicyclists. El Cerrito is a well-educated community, with 59 percent of people 25 and over having a bachelor's degree or higher. Its population, estimated at 25,508, has a history of civic involvement.

CITY OF EL CERRITO
Miscellaneous Statistics

Date of Incorporation	August 23, 1917
Form of Government	Council/Manager
Climate	Coastal Mediterranean
Average annual rainfall	25"
Area in square miles	3.9
Population ⁽³⁾	25,692
Population Ranking among California	276 out of 482
Elevation	73 feet above sea level
Location	37°55'3" N, 122°18'18" W
Number of housing units	11,012
Number of registered voters	17,439
Median household income ⁽²⁾	\$108,294
Average age of residents ⁽²⁾	42.2
Facilities and services:	
Number of Full Time Employees	156
Fire protection (provided by)	City of El Cerrito
Police protection (provided by)	City of El Cerrito
Miles of paved streets	68 center line miles
Miles of off-street bicycle trails	Ohlone Greenway—2.5 miles
DMV Regional Office	1
Bay Area Rapid Transit Stations	2
Schools:	
Elementary schools—Public	3
Middle schools—Public	2
High schools—Public	2
Private Schools	4
Public Utilities:	
Water services (provided by)	East Bay Municipal Utility District
Wastewater services (provided by)	Stege Sanitary District
Refuse disposal (provided by)	East Bay Sanitary
Recycling Services (provided by)	City of El Cerrito
Culture and recreation ⁽⁵⁾ :	
City-owned park acreage	46 acres
Open space facilities	102 acres
Other City-maintained recreational facilities	23.3 acres
School district areas	26.6 acres
Library Services (provided by)	Contra Costa County

Notes:

- (1) California Department of Finance, 1/1/2020 dataset
- (2) United States Census Bureau, Year 2010-2019 dataset
- (3) United States Census Bureau, v2021
- (4) Contra Costa County Elections Department
- (5) City of El Cerrito General Plan

CITY OF EL CERRITO
DEMOGRAPHIC STATISTICS: PAST TEN YEARS
(WILL BE UPDATED IN ADOPTED BUDGET DOCUMENT)

Calendar Year	City Population ⁽²⁾	Median Population Age ⁽²⁾	Unemployment Rate ⁽³⁾	K-12 Public School ⁽⁴⁾	Contra Costa County Population ⁽²⁾	% of County Population
2010	23,644	43.7	9.5%	3,076	1,049,025	2.25%
2011	23,845	43.3	8.9%	3,076	1,065,440	2.24%
2012	24,074	44.5	7.7%	3,316	1,077,548	2.23%
2013	24,323	44.4	6.5%	3,375	1,093,401	2.22%
2014	24,551	44.4	5.3%	3,483	1,108,876	2.21%
2015	24,902	43.8	4.3%	3,679	1,124,405	2.21%
2016	25,458	43.6	3.5%	3,905	1,137,268	2.24%
2017	25,468	42.7	3.1%	4,109	1,145,535	2.22%
2018	25,607	42.2	2.6%	4,190	1,150,519	2.23%
2019	25,508	42.2	2.4%	4,353	1,153,526	2.21%

Note:

- (1) West Contra Costa Unified School District
- (2) United States Census Bureau
- (3) California Employment Development Department
- (4) California Department of Education

PRINCIPAL EMPLOYERS 2020 (Alphabetical Order)	
Berkeley Country Club	Pastime Hardware
Berkeley Zion Presbyterian Church	Prospect Sierra School
City of El Cerrito	Romano's Macaroni Grill
El Cerrito Royale Retirement Community	Ross Dress For Less
Fatapple's	Shields Nursing Centers
Home Depot	Trader Joe's
Honda of El Cerrito	Turnabout Shop
IHOP	US Post Office
Marvin Gardens Real Estate	Walgreens
Nation's Foods, Inc.	West Contra Costa Unified School District

Source: East Bay Economic Development Alliance

APPENDIX 3

EMPLOYEE BENEFIT SCHEDULE

BENEFIT	POLICE EMPLOYEES ASSOCIATION 1/1/2020 to 12/31/2024	UNITED PROFESSIONAL FIREFIGHTERS LOCAL 1230 7/1/2019 to 9/30/2022	PUBLIC SAFETY MANAGEMENT ASSOCIATION varies	MANAGEMENT & CONFIDENTIAL 7/1/2021	SEIU LOCAL 1021 7/1/2020 to 6/30/2022
Flex Benefits Medical	Maximum of \$2,336.44 for family medical for 7/1/22 -12/31/22	Maximum of \$2,336.44 for family medical for 7/1/22 -12/31/22	Maximum of \$2,336.44 for family medical for 7/1/22 -12/31/22	Maximum of \$2,336.44 for family medical for 7/1/22 -12/31/22	Maximum of \$2,336.44 for family medical for 7/1/22 -12/31/22
Dental	Maximum of \$140.56 for family dental eff. 1/1/2022	Maximum of \$140.56 for family dental eff. 1/1/2022	Maximum of \$140.56 for family dental eff. 1/1/2022	Maximum of \$140.56 for family dental eff. 1/1/2022	Maximum of \$140.56 for family dental eff. 1/1/2022
Life Insurance	Annual Salary (max of \$100,000); rate= annual salary/1000*0.142	Annual Salary (max of \$100,000); rate= annual salary/1000*0.142	Annual Salary (max of \$100,000); rate= annual salary/1000*0.142	Annual Salary (max of \$100,000); rate= annual salary/1000*0.142	Annual Salary (max of \$100,000); rate= annual salary/1000*0.142
STD/LTD Insurance 60 day wait	Sworn rate= mth. salary/100*\$0.613 for 7/1/22 - 12/31/22	Sworn rate= mth. salary/100*\$0.613 for 7/1/22 - 12/31/22	Sworn rate= mth. salary/100*\$0.613 for 7/1/22 - 12/31/22		
STD/LTD Insurance 30 day wait	Non-sworn: rate = annual salary/100*\$0.757			Rate = annual salary/100*\$0.757	Rate = annual salary/100*\$0.757
PERS Safety "classic members"	3% at 50, SHY, sick leave credit; ER rate =23.75% as of 7/1/22	3% at 50, SHY, sick leave credit; ER rate =23.75% as of 7/1/22 EE=12%	3% at 50, SHY, sick leave credit; ER rate =23.75% as of 7/1/22		
PEPRA Safety "new members"	2.7% at 57, 3YA, sick leave credit; ER rate =12.78% as of 7/1/22	2.7% at 57, 3YA, sick leave credit; ER rate =12.78% as of 7/1/22	2.7% at 57, 3YA, sick leave credit; ER rate =12.78% as of 7/1/22		
PERS Misc "classic members"	Non-Sworn 2.7% at 55, SHY, sick leave credit; ER rate=14.03% as of 7/1/22			2.7% at 55, SHY, sick leave credit; ER rate=14.03% as of 7/1/22	2.7% at 55, SHY, sick leave credit; ER rate=14.03% as of 7/1/22
PEPRA Misc "new members"	Non-Sworn 2% at 62, 3YA, sick leave credit; ER rate=7.47% as of 7/1/22 EE=12%			2% at 62, 3YA, sick leave credit; ER rate=7.47% as of 7/1/22 EE=9%	2% at 62, 3YA, sick leave credit; ER rate=7.47% as of 7/1/22 EE=8%
FICA/Medic are	Sworn - Medicare 1.45% Non-sworn - + FICA 6.2%	Medicare 1.45%	Medicare 1.45%	FICA 6.2% of first \$147,000; Medicare 1.45%	FICA 6.2% of first \$147,000; Medicare 1.45%
Education Pay	3%-AA; 4.5%-BA; 5.5%-MA		4.5%-BA; 5.5%-MA		

BENEFIT	POLICE EMPLOYEES ASSOCIATION 1/1/2020 to 12/31/2024	UNITED PROFESSIONAL FIREFIGHTERS LOCAL 1230 7/1/2019 to 9/30/2022	PUBLIC SAFETY MANAGEMENT ASSOCIATION varies	MANAGEMENT & CONFIDENTIAL 7/1/2021	SEIU LOCAL 1021 7/1/2020 to 6/30/2022
Longevity Pay	Annually 3% - 5 to 9 yrs; 6% - 10 to 19 yrs; 9% at 20 yrs		Police Mgmt only – same as PEA		\$1,000 annually at 15 yrs or more
Auto/Other		\$300/month for post employ. med.	Varies- Vehicle for some	Auto allowance suspended	
Uniform Allowance	Sworn \$1000 yr; Non-sworn \$725	\$725 annually	Police \$1000; Fire \$1000		Maintenance: \$200/ yr for steel toed shoes
Assignment Differential	5% - detective, admin, canine, motor or school resource officer	10% if 40hr staff officer; 10% paramedic	Fire Training Chief 10%		
Holidays	11+birthday and 3 floaters; nonsworn -1½ more days.	13+ birthday	12½ + birthday + 3 floaters	12½ + birthday + 3 floaters	12½ +birthday+2 floaters
Administrati ve Leave			Maximum of 10 days	Mgmt - Maximum of 10 days	
Work Week	Sworn 40 hrs, 3-12 schedule; Non-sworn 37½ or 40 hrs	Standard 56 hrs average (24 hr shifts); 48/96 schedule	40 hrs, except shift Battalion Chiefs on 56 hr average	37½ hr/ either 9/75 or 8/75 for 2 weeks	37½ hrs/ either 9/75 or 8/75 for 2 weeks
Last Salary Increase	1/13/22 – 2%	7/1/2021 – 3%	7/2021 BC: 3% 7/2021 Police Mgmt: 3%; 7/2021 Police Chief/Fire Chief: 3.8%	7/1/2019 – 3%	7/1/2021 – 3%
Next Salary Increase	See MOU	See MOU	See MOU	See MOU	See MOU

CITY MANAGER: Benefits same as Management & Confidential;

CITY COUNCIL: Salary set by ordinance at \$441/month since 12/3/1991

APPENDIX 4

FINANCIAL POLICIES

City of El Cerrito Comprehensive Financial Policy

Approved Resolution No: 2019-31: May 21, 2019

PURPOSE:

To establish a comprehensive set of financial policies for the City that will serve as a guideline for operational and strategic decision making related to financial matters.

POLICY:

The following financial policies are intended to establish a comprehensive set of guidelines for use by the City Council and staff on decision-making that has a fiscal impact. The goal is to maintain the City's financial stability in order to be able to continually adapt to local, regional and national economic changes. Such policies will allow the City to maintain and enhance a sound fiscal condition.

This financial policy will be reviewed annually by the Financial Advisory Board and any proposed substantive revisions will be submitted to the City Council for approval. The City's comprehensive financial policies will be utilized when preparing the Annual Operating Budget and shall be in conformance with all state and federal laws, generally accepted accounting principles (GAAP) and standards of the Governmental Accounting Standards Board (GASB) and the Government Finance Officers Association (GFOA).

1. OVERVIEW & LONG-TERM FINANCIAL PLANNING

- 1.1. A Five-Year Year Financial Plan will be prepared at a minimum for the General Fund, and Integrated Waste Management Funds. The City's Five-Year Financial Plan is the long-term picture of the City's finances and will be updated annually as part of the annual budget process.
- 1.2. The City shall seek a balance in the overall revenue structure between more stable revenue sources (e.g. Property Tax and Utility Taxes) and economically sensitive revenue sources (e.g., Sales Tax).

1.3. The City shall develop and maintain methods for the evaluation of future development and major fiscal impacts on the City budget.

1.4. The City shall develop and implement a financial plan to address its funding needs for issues like deferred maintenance and unfunded liabilities.

1.5. The City shall address issues related to cash flow requirements and any short term borrowing requirements on a timely basis.

1.6. The City shall require any annexation agreements to have a long- term beneficial financial impact on the City.

2. BUDGET POLICIES

2.1. The City Manager shall prepare a proposed annual budget to be reviewed by the Financial Advisory Board and presented to the City Council within all statutorily prescribed deadlines. The City Council will adopt the budget at a public hearing by June 30 of each year.

2.2. A Budget will be adopted by Resolution of the City Council annually, which will contain the budget amendment process, budget amendment authority, and spending authorities.

All departments are responsible for meeting the City's financial policy goals and ensuring the City's long-term financial health. Budget control is maintained at the fund level. The City Manager is authorized to transfer budgeted amounts within departments and within funds. In addition, amendments that are made to authorize spending of increased or

new special purpose revenues may be approved by the City Manager. Budget modifications between funds or increases or decreases to a fund's overall budget must be approved by the City Council.

- 2.3. It is the City's policy to adopt a balanced General Fund budget where operating revenue is equal to, or exceeds, operating expenditures. In the event a balanced budget is not adopted, due to a deliberate reduction of accumulated fund balance or if the cause of the imbalance is expected to last for no more than one year, as with the case of a one time settlement or large purchase, the planned use of reserves to balance the budget is permitted as long as the reserve is consistent with the amounts described in Section 3., General Fund Balance Reserve Policy.
- 2.4. The operating budget shall serve as the annual financial plan for the City. It shall serve as the City's management plan for implementing goals and objectives of the City Council, City Manager and departments and will define service levels.
- 2.5. During the annual budget development process, the existing budget shall be examined to assure removal or reduction of any services or programs that should be eliminated or reduced in cost.
- 2.6. The annual review process shall include an assessment to determine if funds are available to operate and maintain proposed capital facilities and other public improvements.
- 2.7. Any year-end operating surpluses will revert to unappropriated balances for use in maintaining reserve levels set by policy and will be available for capital projects and/or one-time expenditures upon approval of the City Council/.

- 2.8. Where practical, the City's annual budget will include performance measures of workload, efficiency, and effectiveness.

2.9. Revenues:

2.9.1. The City will estimate annual revenues using an objective, analytical process; specific assumptions will be documented and maintained. Budgeted revenues will be estimated conservatively using accepted standards and estimates provided by the state, other governmental agencies, and/or reliable economic forecasters when available.

2.9.2. Specific revenue sources will not be dedicated for specific purposes, unless required by law or Generally Accepted Accounting Principles (GAAP). All non-tax increment, non-restricted revenues will be deposited in the General Fund and appropriated through the budget process. On-going revenues will fund on-going expenditures.

2.9.3. A diversified and stable revenue system will be maintained to the extent possible to protect programs from short-term fluctuations in any single revenue source.

2.10. Appropriations:

2.10.1. The City shall, to the extent possible, pay for current year expenditures with current year revenues. Where authorized activities or equipment remain incomplete and/or unpurchased, revenues and/or fund balance may be carried forward at the City Manager's direction to the next fiscal year to support such an activity/purchase.

2.10.2. The City shall avoid budgetary procedures which rely on financial strategies that defer payment of current operating expenses to future years.

2.10.3. Department Heads are responsible for ensuring that department expenditures stay within

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the department's budgeted appropriation.

2.10.4. A City Council Resolution is necessary to increase any total fund appropriation where no corresponding revenue offset exists that is restricted for that purpose.

2.10.5. The City Manager may adjust appropriations among departments within a fund.

3. GENERAL FUND RESERVE POLICY

3.1. The purpose of the reserve policy is to set aside funds to insure against events that would adversely affect the financial condition of the City and jeopardize the continuation of necessary public services. The reserve is designed to protect issuer ratings and offset economy downturns and revenue shortfalls.

3.2. It is a goal of the City to achieve a general fund annual operating reserve of 10% of projected General Fund operating expenditures in each fiscal year. As part of the annual budget process, the City Council shall consider a Five-Year Plan that attempts to maintain a reserve ratio of 10%. The City Council may adopt a deficit budget to deal with the uses discussed in Section 3.5 so long as the projected reserve does not go below 10% in any year of the Five-Year Plan. Should the General Fund reserve fall below 10%, each budget year the City will adopt a plan to restore the reserve percentage to 10% within five years and 15% within 10 years.

3.3. The unreserved fund balance in an Internal Service Fund may be transferred to the General Fund only for a fiscal emergency or for one-time uses such as natural disasters or unforeseen liabilities.

4. EMERGENCY AND DISASTER RECOVERY FUND (EDRF)

4.1. The City shall maintain a separate fund on its books called the Emergency and Disaster Recovery Fund (EDRF), separate from the City's General Fund. The cash in this fund will be invested in accordance with the City's investment policy.

4.2. The purpose of this fund is to provide cash reserves in the event of severe economic downturns or disasters. The City Council shall fund three months of payroll costs, currently \$6 million, in the EDRF. The cash reserve requirement shall be reviewed every biennial budget cycle. The City budget shall contain a plan to achieve the target cash reserve in the EDRF over two biennial budget cycles.

4.3. The City Council may authorize the use of the EDRF for the purposes described in this Section 4 by a simple majority of the quorum. In the event that, because of an emergency, a quorum of the City Council is unavailable to meet, a single member or the City Manager may call a meeting to reconstitute the City Council, pursuant to the California Emergency Services Act (Gov. Code § 8642.) Once reconstituted, the City Council may authorize the use of the EDRF for the purposes described in this Section 4.

4.4. In the event that, because of the nature of an emergency, use of the EDRF is necessary before it is possible for the City Council to meet, the City Manager may use the EDRF for the purposes described in this Section 4. At the first meeting of the City Council thereafter, the City Council shall be asked to ratify the action of the City Manager. In the event that the City Manager is unavailable because of the emergency, the assistant director of emergency services, as defined in

Chapter 2.28 of the El Cerrito Municipal Code, may use the EDRF for the purposes described in this Section 4. At the first meeting of the City Council thereafter, the City Council shall be asked to ratify the action of the assistant director of emergency services.

5. FINANCIAL REPORTING POLICIES

5.1. Accounting Standards:

The City's accounting and financial reporting systems shall be maintained in conformance with all state and federal laws, generally accepted accounting principles (GAAP) and standards of the Governmental Accounting Standards Board (GASB) and the Government Finance Officers Association (GFOA). The City will make every attempt to implement all changes to governmental accounting practices at the earliest practicable time.

Annual Audit:

5.1.1. An annual audit will be performed by an independent public accounting firm with an audit opinion to be included with the City's published Comprehensive Annual Financial Report (CAFR). The CAFR will be submitted annually to the Government Finance Officers Association for peer review with the goal of continuing receipt of the Certificate of Achievement for Excellence in Financial Reporting.

5.1.2. The independent firm will be selected through a competitive bidding process at least once every five years. The contract may be for an initial period of three years with two additional one-year options at the City Council's discretion. The current firm may be allowed to participate in the bid process. The need for rotation of the audit staff or audit firm will be considered in the bid process. The Finance Director will review the qualifications of prospective firms and make a recommendation to

the City Council. The audit contract will be awarded by the City Council.

6. OPERATIONAL MANAGEMENT POLICIES

6.1. The City shall not commit to new spending for operating or capital improvement purposes until an analysis of all current and future cost implications relating to those programs and projects is completed.

6.2. All departments are responsible for meeting policy goals and ensuring long-term financial health. Future service plans and program initiatives will be developed to reflect current policy directives, projected resources and future service requirements.

6.3. Departmental requests for increases in staffing will be thoroughly analyzed; only those that meet adopted program initiatives and policy directives will be considered. To the extent feasible, personnel cost reductions will be achieved through attrition.

6.4. User Fees and Charges and Development Impact Fees:

6.4.1. Where direct services to users can be measured, as set forth in the Master Fee Schedule, the City should use appropriate fees, charges or assessments rather than general tax funds. All user fees and charges will be examined or adjusted annually to determine the direct and indirect cost of service. User fees and charges for services shall be established at a level related to the cost of providing such service except where the City Council has determined there is a public benefit to subsidize the service with tax-based revenue. The acceptable recovery rate and any associated changes to user fees and charges will be approved by the City Council following public review.

6.4.2. The City may identify the costs associated with new development as a basis for establishing development impact fees

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but the long-term benefit of the development to the City should be considered in establishing such fees.

6.5. Grant Management:

6.5.1. The City shall actively pursue federal, state and other grant opportunities when deemed appropriate. Before accepting any grant, the City shall thoroughly consider the implications in terms of ongoing obligations that will be required in connection with acceptance of said grant and present that report for approval by the City Council.

6.5.2. The term of Grant funded positions for programs should be clearly identified and presented to the City Council for approval. It is mandatory to disclose if General Fund revenues will be needed to fund a position during or after the Grant or program expires.

6.5.3. Grant funding will be considered to leverage City funds. Inconsistent and/or fluctuating grants should not be used to fund ongoing programs. Programs financed with grant monies will be budgeted in separate cost centers, and the service program will be adjusted to reflect the level of available funding. In the event of reduced grant funding, City resources may be substituted only after all program priorities and alternatives are considered.

6.5.4. The cost of all externally mandated services for which funding is available shall be fully evaluated, including overhead, to allow for complete reimbursement of expenses.

6.6. Revenue Collection Policy:

6.6.1. The City will pursue revenue collection and auditing to assure that monies due the City are received in a timely manner.

6.6.2. The City will seek reimbursement from the appropriate

agency for State and Federal mandated costs whenever possible.

6.6.3. The City will centralize accounts receivable/collection activities so that all receivables are handled consistently.

6.6.4. Accounts receivable management and diligent oversight of collections from all revenue sources are imperative. Sound financial management principles include the establishment of an allowance for doubtful accounts. Efforts shall be made to pursue the timely collection of delinquent accounts. When such accounts are deemed uncollectible, they will be written-off from the financial statements in accordance with established policies.

7. FINANCIAL MANAGEMENT POLICIES

7.1. Staff shall keep City Council apprised of financial opportunities available and shall develop appropriate recommendations.

7.2. All requests for City Council action in excess of the City Manager's approval limit, shall include an analysis of the immediate and future fiscal impact of such action particularly impacts on the General Fund. No appropriation for new or expanded programs or staffing levels shall be approved without identifying the amount and source of available funds.

7.3. Cash Management Investment:

7.3.1. Cash and investment programs will be maintained in accordance with California Government Code Section 53600 et seq. and the City's adopted investment policy and will ensure that proper controls and safeguards are maintained. Pursuant to the Investment Policy, the Financial Advisory Board, at least annually will

review, and the City Council will affirm, a detailed investment policy.

7.3.2. Reports on the investment portfolio and cash position will be developed and presented to the Financial Advisory Board and the City Council in conformity with the California Government Code.

7.3.3. Funds will be managed in a prudent and diligent manner with emphasis on safety of principal, liquidity, and yield, in that order.

7.3.4. The quarterly report shall include a statement in compliance with California Government Code 53646.

8. CAPITAL IMPROVEMENT PROJECT POLICIES

8.1. A Ten-year Capital Improvement Plan will be developed and updated annually, including anticipated funding sources. Capital improvement projects are defined as infrastructure or equipment purchases or construction which result in a capitalized asset and have a useful (depreciable) life of two years or more.

8.2. Each Capital Improvement Project will identify, where applicable, current operating maintenance costs and funding streams available to repair and/or replace deteriorating infrastructure and to avoid significant unfunded liabilities.

8.3. The City will develop and implement a post-implementation evaluation of its infrastructures condition on a specified periodic basis, estimating the remaining useful life, and projecting replacement costs.

8.4. The City shall actively pursue outside funding sources for all Capital Improvement Projects. Outside funding sources, such as grants, shall be used to finance only those Capital Improvement Projects that are consistent with the Ten-year Capital Improvement Plan and/or local governmental priorities, and whose

operating and maintenance costs will be included in future operating budget forecasts.

8.5. Capital improvement lifecycle costs will be coordinated with the development of the Operating Budget. Future operating, maintenance and replacement costs associated with new capital improvements will be forecasted, matched to available revenue sources, and included in the Operating Budget. Capital project contract awards will include a fiscal impact statement disclosing the expected operating impact of the project and when such cost is expected to occur.

8.6. The City must carefully seek and analyze the appropriate type of financing instrument appropriate for financing capital projects. Several options may be available – general obligation debt, fee-supported debt, fund reserves, tax increment, etc. All debt financing mechanisms shall be carefully considered and analyzed for fiscal benefit and cost effectiveness. Long-term borrowing shall be restricted to projects too large to be financed from current revenues (pay-as-you-go). Where possible, special assessment, revenue or other self-supporting bonds shall be used in lieu of general obligation bonds.

9. DEBT MANAGEMENT POLICIES

9.1 These Debt Management Policies are intended to comply with Government Code Section 8855(i) and shall govern all debt undertaken by the City. The City hereby recognizes that a fiscally prudent debt policy is required in order to:

- Maintain the City's sound financial position.
- Ensure the City has the flexibility to respond to changes in future service priorities, revenue levels, and operating expenses.

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- Protect the City's creditworthiness.
- Ensure that all debt is structured in order to protect both current and future taxpayers, ratepayers and constituents of the City.
- Ensure that the City's debt is consistent with the City's planning goals and objectives and capital improvement program or budget, as applicable.

9.2 Purposes for Which Debt May Be Issued

(i) Long-Term Debt. Long-term debt may be issued to finance the construction, acquisition, and rehabilitation of capital improvements and facilities, equipment and land to be owned and operated by the City.

(a) Long-term debt financings are appropriate when the following conditions exist:

- When the project to be financed is necessary to provide basic services.
- When the project to be financed will provide benefit to constituents over multiple years.
- When total debt does not constitute an unreasonable burden to the City and its taxpayers and ratepayers.
- When the debt is used to refinance outstanding debt in order to produce debt service savings or to realize the benefits of a debt restructuring.

(b) Long-term debt financings are not appropriate for current operating expenses and routine maintenance expenses.

(c) The City may use long-term debt financings subject to the following conditions:

- The project to be financed must be approved by the City Council.
- The weighted average maturity of the debt (or the portion of the debt allocated to the project) will not exceed the average useful life of the project.
- The City estimates that sufficient revenues will be available to service the debt through its maturity.
- The City determines that the issuance of the debt will comply with the applicable state and federal law.

(ii) Short-term debt. Short-term debt may be issued to provide financing for the City's operational cash flows in order to maintain a steady and even cash flow balance. Short-term debt may also be used to finance short-lived capital projects; for example, the City may undertake lease-purchase financing for equipment.

(iii) Financings on Behalf of Other Entities. The City may also find it beneficial to issue debt on behalf of other governmental agencies or private third parties in order to further the public purposes of the City. In such cases, the City shall take reasonable steps to confirm the financial feasibility of the project to be financed and the financial solvency of any borrower and that the issuance of such debt is consistent with the policies set forth herein.

9.3 Types of Debt

The following types of debt are allowable under these Debt Management Policies:

- general obligation bonds
- bond or grant anticipation notes
- tax and revenue anticipation notes
- lease revenue bonds, certificates of

participation and lease-purchase transactions

- other revenue bonds (including sales tax revenue bonds) and certificates of participation
- pension obligation bonds
- land-secured financings, such as special tax revenue bonds issued under the Mello-Roos Community Facilities Act of 1982, as amended, and limited obligation bonds issued under applicable assessment statutes
- tax increment financing to the extent permitted under state law
- conduit financings, such as financings for affordable rental housing and qualified 501c3 organizations

The City may from time to time find that other forms of debt would be beneficial to further its public purposes and the City Council may approve such debt by amending these Debt Management Policies.

Debt shall be issued as fixed rate debt unless the City makes a specific determination as to why a variable rate issue would be beneficial to the City in a specific circumstance.

9.4 Relationship of Debt to Capital Improvement Program and Budget

New debt issues, and refinancing of existing debt, must be analyzed for compatibility within the City's Ten-Year Capital Improvement Plan. The City shall strive to fund the upkeep and maintenance of its infrastructure and facilities due to normal wear and tear through the expenditure of available operating revenues. The City shall seek to avoid the use of debt to fund infrastructure and facilities improvements that are the result of normal wear and tear. The City shall seek to issue debt in a timely manner to avoid having to make unplanned expenditures for capital improvements

or equipment from its general fund.

9.5 Policy Goals Related to Planning Goals and Objectives

The City is committed to long-term financial planning, maintaining appropriate reserves levels and employing prudent practices in governance, management and budget administration. The City intends to issue debt for the purposes stated in these Debt Management Policies and to implement policy decisions incorporated in the City's Five-Year Financial Plan and its annual operating budget.

It is a policy goal of the City to protect taxpayers, ratepayers and constituents by utilizing conservative financing methods and techniques so as to obtain the highest practical credit ratings (if applicable) and the lowest practical borrowing costs.

The City will comply with applicable state and federal law as it pertains to the maximum term of debt and the procedures for levying and imposing any related taxes, assessments, rates and charges.

When refinancing debt, it shall be the policy goal of the City to realize, whenever possible, and subject to any overriding non-financial policy considerations, (i) minimum net present value debt service savings equal to or greater than 5% of the refunded principal amount, and (ii) present value debt service savings equal to or greater than 100% of any escrow fund negative arbitrage.

9.6 Internal Control Procedures

When issuing debt, in addition to complying with the terms of these Debt Management Policies, the City shall comply with any other applicable policies regarding initial bond disclosure, continuing disclosure, post-issuance compliance, and investment of bond proceeds.

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The City will periodically review the requirements of and will remain in compliance with the following:

- the City's Disclosure Policies and Procedures,
- any federal tax compliance requirements, including without limitation arbitrage and rebate compliance, related to any prior bond issues, and
- the City's investment policies as they relate to the investment of bond proceeds.

Whenever reasonably possible, and for the purpose of ensuring that proceeds of debt will be used for their intended purpose, proceeds of debt will be held by a third-party trustee and the City will submit written requisitions for such proceeds. The City will submit a requisition signed by the Finance Director only after obtaining the signature of the City Manager.

9.7 Debt Limits

The outstanding principal amount of debt described in Section B will not exceed two percent (2%) of the total assessed value of property in the City, and debt service and lease payments incurred for financing purposes that are payable from the City's general fund will not exceed 5% of operational appropriations.

10. EQUIPMENT REPLACEMENT FUND

10.1. The City may maintain a dedicated fund to provide for replacement of vehicles and certain equipment. Unreserved fund balance will be available for transfer to the General Fund only in the event of a fiscal emergency as described in Section 3.4.

11. ENTERPRISE FUNDS

11.1. All Enterprise Funds user fees will be examined annually to ensure that they recover all direct and indirect costs of service, provide for capital improvements and maintenance, and maintain adequate reserves.

11.2. Rate increases shall be approved by the City Council following formal noticing and a public hearing. Rate adjustments will be based on the projected expenditures in the Ten-Year Financial plan.

City of El Cerrito Investment Policy

Approved Resolution 2019-69: December 17, 2019

POLICY

It is the policy of the City of El Cerrito ("City"), to invest public funds in a manner which provides for safety of principal while providing sufficient liquidity to cover the City's short and long term needs while generating the appropriate yield. All investment activity will conform to the California Government Code, Sections 53601 through 53659.

In accordance with Section 53646 of the California Government Code, the Treasurer may annually render to the City Council a statement of investment policy and the policy will have been previously reviewed by the Financial Advisory Board.

1.0 SCOPE

This investment policy applies to all financial assets of the City as accounted for in the City of El Cerrito's Comprehensive Annual Financial Report. Policy statements included in this document focus on the City's pooled funds, but will also apply to all other funds under the Treasurer's control unless specifically exempted by statute or ordinance. This policy includes, but is not limited to the following funds:

- General Fund
- Enterprise Funds
- Capital Project Funds
- Debt Service Funds
- Special Revenue Funds
- Internal Service Funds
- Trust and Agency Funds
- Retirement Agency Funds
- Any new funds created by the City Council

This policy specifically exempts any City or bond proceeds in the possession of a trustee or fiscal agent. These bond proceeds shall be invested in accordance with the requirements and restrictions outlined in the bond documents. This policy does not apply to any lending program of the City.

2.0 PRUDENCE

All persons authorized to make investment decisions for the City of El Cerrito are trustees and therefore fiduciaries subject to the prudent person rule.

The standard of prudence to be used by City of El Cerrito fiduciaries is the "Prudent Investor" Standard found in the California Government Code Section 53600.3.

The fiduciaries are the City Manager, City Treasurer and City Council. Acting within the intent and scope of the Investment Policy and other written procedures, and exercising due diligence, shall be relieved of personal responsibility for an individual security's credit risk or market price changes, provided deviations from expectations are reported to the City Council in a timely manner and the fiduciaries take appropriate action to control adverse developments.

3.0 OBJECTIVE

The objective of the investment portfolio is to meet the City's short and long-term cash flow needs. To achieve this objective, the portfolio will be structured to provide, in priority order, safety of principal, liquidity and yield.

3.1 Safety: Safety of principal is the foremost objective of the City of El Cerrito in the investment of public funds. All investments of the City shall be undertaken in a manner that ensures the preservation of capital. Each investment transaction shall seek to ensure that capital losses are avoided, whether from issuer default, broker/dealer default, or erosion of market value. The City shall seek to preserve principal by mitigating the two types of risk: credit risk and market risk.

3.2 Credit Risk: Credit risk is the risk of loss due to failure of the issuer to repay an obligation and shall be mitigated by investing in only high-quality credit investments and by diversifying the investment portfolio so that the failure of any one issuer would not unduly jeopardize the City's fiscal status.

3.3 Market Risk: Market risk is the risk of market value fluctuations due to overall changes in the general level of interest rates and shall be mitigated by structuring the portfolio so that securities mature at the same time major expenditures occur, eliminating the need to sell securities prior to their maturity. The taking of short positions, which is, selling securities the City does not own, is prohibited. It is explicitly recognized herein, however, that in a diversified portfolio, occasional

measured losses are inevitable and must be considered within the context of overall investment return.

3.4 Liquidity: The City's investment portfolio will be structured to provide sufficient liquidity to meet the operating requirements of the City of El Cerrito. The City of El Cerrito will attempt to match its investments with anticipated cash flow requirements whenever possible. The maximum maturity of any one security, unless otherwise restricted by the California Government Code, is limited to five years. The portfolio's weighted average maturity shall be limited to three years.

3.5 Yield: State law requires that the objective of return on investment be subordinate to the objectives of safety and liquidity. Employees should also seek the best return on investments while satisfying the concerns of safety and liquidity. Therefore, the Treasurer shall seek to achieve a return on the funds under City control throughout all economic cycles, taking into consideration the City of El Cerrito's investment risk constraints and cash flow requirements.

4.0 DELEGATION OF AUTHORITY

Pursuant to Section 53601 of the California Government Code, the City Council as the legislative body of the City of El Cerrito has primary responsibility for the investment of all funds in the City treasury. As authorized under Section 53607 of the California Government Code, the City Council hereby delegates its authority to invest or reinvest the funds of the City, and to sell or exchange securities so purchased, to the City Treasurer who shall assume full responsibility for all such transactions until such time as this delegation of authority may be revoked by the City Council. In the City Treasurer's absence, the City Manager is authorized to perform any such transactions.

5.0 INVESTMENT PROCEDURES

The City Treasurer may establish written investment policy procedures for the operation of the investment program consistent with this policy. The procedures could include reference to safekeeping, wire transfer agreements, banking service contracts and collateral/depository agreements.

6.0 ETHICS AND CONFLICT OF INTEREST

Elected officials, officers and employees of the City who make investment decisions will refrain from any activity that could conflict with the proper execution of the investment program or which could impair their ability to make impartial investment decisions.

Employee actions will be in accordance with this policy, California Government Code Sections 1090 et seq, 87100 et seq., other applicable Government Code Sections or future Council actions.

7.0 AUTHORIZED FINANCIAL DEALERS AND INSTITUTIONS

The City of El Cerrito shall transact business only with commercial banks, savings and loans, credit unions, and investment securities broker/dealers. The broker/dealers must be primary dealers regularly reporting to the Federal Reserve Bank of New York or regional broker/dealers that qualify under the Securities and Exchange Commission Rule 15c3-1 (uniform net capital rule). Selection of financial institutions and broker/dealers authorized to do business with the City shall be at the discretion of the fiduciaries. The Treasurer will maintain a list of financial institutions authorized to provide investment services to the City.

All financial institutions and broker/dealers who desire to become qualified bidders for investment transactions must supply the Treasurer with audited financial statement from the three most recent years, at least three references from other California Local agencies, a completed Broker/dealer questionnaire and a statement certifying that the institution has reviewed the California Government Code Section 53600 et seq. and the City's Investment Policy. The certification will state that the financial institution or broker/dealer and all investments presented to the Treasurer will be in compliance with the applicable State Code and the City Investment Policy.

The Treasurer shall determine if the Financial Institutions are adequately capitalized, make markets in securities appropriate to the City's needs and are recommended by other local agency portfolio managers.

The Treasurer will conduct an annual review of the financial condition of all qualified institutions. Additionally, their current financial statements are required to be on file.

8.0 AUTHORIZED INVESTMENTS

The City is authorized by California Government Code Section 53600 et seq. to invest in the following types of securities:

United States Treasury Bills, Bonds, and Notes, or those for which the full faith and credit of the United States are pledged for the payment of principal and interest. There is no limitation as to the percentage of the portfolio that can be invested in this category. The maximum term shall be five years.

Obligations issued by United States Government Agencies such as, but not limited to the Federal Farm Credit Bank (FFCB), the Federal Home Loan Bank (FHLB), the Federal Home Loan Mortgage Corporation (FHLMC), the Federal National Mortgage Association (FNMA), the Student Loan Marketing Association (SLMA), the Government National Mortgage Association (GNMA) and the Tennessee Valley Authority (TVA). United States Government Agency securities with call features are also authorized. There is no limitation as to the percentage of the portfolio that can be invested in this category. The maximum term shall be five years.

Bills of exchange or time drafts drawn on and accepted by a commercial bank, otherwise known as Banker's Acceptances. Purchases in this category may not exceed 180 days to maturity nor exceed 30% of the cost value of the portfolio.

Commercial Paper of prime quality and ranked P1 by Moody's Investor Services, A1 by Standard and Poor's or F1 by Fitch Financial Services Inc., issued by a corporation organized and operating in the U.S. as a general corporation and having assets in excess of \$500 million and having an "A" or better rating on its long-term debt as provided by Moody's, Standard and Poor's or Fitch. Purchases of eligible commercial paper may not exceed 270 days to maturity. Purchases of commercial paper may not exceed 10 percent of the cost value of the portfolio or represent more than 10 percent of the outstanding paper of an issuing corporation.

Total combined corporate debt (Commercial Paper and Medium-Term Notes) may not exceed 20 percent of the cost value of the portfolio.

Negotiable Certificates of Deposit issued by a nationally or state-chartered bank or a state or federal savings institution or credit union. Securities eligible for purchase in this category shall be rated "A" or better by Moody's, Standard and Poor's or Fitch. Purchases of Negotiable Certificates of Deposit shall not exceed 30 percent of the cost value of the portfolio nor exceed a five-year term.

Medium Term Notes (MTNs) issued by corporations organized and operating within the United States or by depository institutions licensed by the United States or any state and operating within the United States. MTNs eligible for investment in this category must be rated "A" or better by Moody's, Standard and Poor's or Fitch. Investments in this category will

be limited to a five-year maximum maturity and may not exceed 10 percent of the cost value of the portfolio.

Total combined corporate debt (Commercial Paper and Medium-Term Notes) may not exceed 20 percent of the cost value of the portfolio.

Shares of beneficial interest issued by diversified management companies that are Money Market Funds registered with the Securities and Exchange Commission under the Investment Company Act of 1940. These funds must either have attained the highest rating/ranking by at least two of the three largest nationally recognized rating services. Investments in this category will not exceed 5 percent of the portfolio.

State Pool – Local Agency Investment Fund (LAIF). This fund was established by the State Treasurer for the benefit of Local agencies under California Government Code Section 16429.1. The City may invest in the LAIF up to the maximum amount permitted by State law. Purchase of investments will take into account the need for liquidity offered by LAIF for operational purposes, as well as the need for portfolio diversification.

Time Certificates of Deposit collateralized in accordance with the California Government Code Sections 53652 and 53653, may be purchased by the City from banks or savings and loan associations or credit unions. Purchases in this category will not exceed 5 years to maturity or 30 percent of the cost value of the portfolio. Purchases in a single institution will not exceed 10 percent of the cost value of the portfolio.

Derivative Securities are those securities that derive their value from another asset or index. Investments in derivative securities will be made using the Prudent Investor Rule and will be limited to federal agency callable issues. Purchases in this category will not exceed 10% of the cost value of the portfolio.

Prohibited Investments. Investments not described herein are ineligible investments. The City shall not invest any funds in inverse floaters, range notes, or interest only strips that are derived from a pool of mortgages, in accordance with, California Government Code Section 53601.6. With the exception of callable agencies, any security that derives its value from another asset or index is prohibited. In addition, the City shall not invest any

funds in any security that could result in zero interest accrual if held to maturity.

9.0 INVESTMENT POOLS/MUTUAL FUNDS

A thorough investigation of any pooled investments or money market mutual fund is required prior to investing City funds. A due diligence review will be performed on all money market mutual funds and pooled investment funds on a continued basis.

As outlined in section 7.0 of this policy, investments in mutual funds are restricted to money market mutual funds and must meet the experience and asset requirements as stated. The fiduciaries will continually monitor the funds to ensure the maintenance of those ratings/requirements.

Reports on the performance of the Pooled Money Investment Account/LAIF can be found on the California State Treasurer's web site as well as the Investment Board report, historical rates/costs and market valuations. These reports shall be reviewed by the Treasurer each month as part of the due diligence review.

10.0 COLLATERALIZATION

California Government Code, Sections 53652 et seq., specifies the types and levels of collateral for public funds on deposit above the FDIC insurance amounts. The collateral requirements apply to both active bank deposits (checking and savings accounts) and inactive bank deposits (non-negotiable certificates of deposit) and must be maintained for all the City's bank deposits.

11.0 SAFEKEEPING AND CUSTODY

All securities held by the City of El Cerrito shall be held in safekeeping by a third-party bank trust department acting as agent for the City under the terms of the custody agreement executed by the bank and the City, and shall be evidenced by safekeeping receipts. All securities will be received and delivered using standard delivery-versus-payment (DVP) procedures. Investments in the State Pool or money market mutual funds are undeliverable and are not subject to delivery or third-party safekeeping.

12.0 DIVERSIFICATION

Except as provided in section 8.0, the City of El Cerrito will diversify its portfolio by investment type, issuer, maturity dates and broker/dealer. Limits for security types are set forth in Section 8.0 of this document.

13.0 INTERNAL CONTROLS

The City Treasurer will maintain a system of internal controls to ensure compliance with investment procedures of the City and Successor Agency of the City of El Cerrito and the California Government Code and these controls will be audited annually by the City's external audit firm.

14.0 REPORTING

The Council may request that the Treasurer render a report to the City Council. The report shall include the type of investment, issuer, maturity date, par and cost/book values of all securities, investments and monies held by the City of El Cerrito. It shall also include the rate of interest, the current market value as of the report date and the source of the valuation. The report shall state compliance of the portfolio with the Investment Policy as well as the California Government Code and it shall state the City's ability to meet its estimated expenditures for the next six months or provide an explanation as to why sufficient money is not available and what actions are being done to correct the deficiency.

15.0 INVESTMENT POLICY REVIEW AND ADOPTION

The City of El Cerrito's investment policy will continue to be reviewed and adopted by the City Council annually, even if not required by California Government Code 53646. Prior to the annual submission to the City Council the Investment Policy will be reviewed by the Financial Advisory Board and the Board's comments will be presented to the City Council for its consideration.

16.0 GLOSSARY

AGENCIES: Federal agency securities and/or Government sponsored enterprises.

BANKERS ACCEPTANCE (BA): A draft or bill of exchange accepted by a bank or trust company. The accepting institution, as well as the issuer, guarantees payment of the bill.

BROKER: A broker brings buyers and sellers together for a commission.

CERTIFICATE OF DEPOSIT (CD): A time deposit with a specific maturity evidenced by a certificate. Time certificates of deposit are collateralized in accordance with the State code. Large-denomination CD's are typically negotiable and non-collateralized.

COLLATERAL: Securities, evidence of deposit or other property which a borrower pledges to secure repayment of a loan. Also refers to securities

pledged by a bank to secure deposits of public monies.

DEALER: A dealer, as opposed to a broker, acts as a principal in all transactions, buying and selling for his own account.

DELIVERY-VERSUS-PAYMENT: There are two methods of delivery of securities: delivery versus payment and delivery versus receipt. Delivery versus payment is delivery of securities with an exchange of money for the securities. Delivery versus receipt is delivery of securities with an exchange of a signed receipt of the securities.

DERIVATIVES: (1) Financial instruments whose return profile is linked to or derived from, the movement of one or more underlying index or security, and may include a leveraging factor, or (2) financial contracts whose value is derived from an underlying index or security (interest rates, foreign exchange rates, equities or commodities).

DIVERSIFICATION: Dividing investment funds among a variety of securities offering independent returns.

FEDERAL CREDIT AGENCIES: Agencies of the Federal government set up to supply credit to various classes of institutions and individuals, e.g., S&L's, small business firms, students, farmers, farm cooperatives, and exporters.

FEDERAL DEPOSIT INSURANCE CORPORATION (FDIC): A federal agency that insures bank deposits, currently up to \$250,000 per deposit.

FEDERAL HOME LOAN BANKS (FHLB): Government sponsored wholesale banks (currently 12 regional banks) which lend funds and provide correspondent banking services to member commercial banks, thrift institutions, credit unions and insurance companies. The mission of the FHLB is to liquefy the housing related assets of its members who must purchase stock in their district Bank.

FEDERAL NATIONAL MORTGAGE ASSOCIATION (FNMA): FNMA, like GNMA was chartered under the Federal National Mortgage Association Act in 1938. FNMA is a federal corporation working under the auspices of the Department of Housing and Urban Development (HUD). It is the largest single provider of residential mortgage funds in the United States. Fannie Mae,

as the corporation is called, is a private stockholder-owned corporation. The corporation's purchases include a variety of adjustable mortgages and second loans, in addition to fixed-rate mortgages. FNMA's securities are also highly liquid and are widely accepted. FNMA assumes and guarantees that all security holders will receive timely payment of principal and interest.

FEDERAL RESERVE SYSTEM: The central bank of the United States created by Congress and consisting of a seven-member Board of Governors in Washington, D.C., 12 regional banks and about 5,700 commercial banks that are members of the system.

FIDUCIARY: An individual in whom another has placed the utmost trust and confidence to manage and protect property or money. The relationship wherein one person has an obligation to act for other's benefit.

GOVERNMENT NATIONAL MORTGAGE ASSOCIATION (GNMA or Ginnie Mae): Securities influencing the volume of bank credit guaranteed by GNMA and issued by mortgage bankers, commercial banks, savings and loan associations, and other institutions. Security holder is protected by full faith and credit of the US Government. Ginnie Mae securities are backed by the mortgages, including FHA and VA mortgages. The term "pass-throughs" is often used to describe Ginnie Maes.

ISSUER: A legal entity that has the power to issue and distribute securities. Issuers include corporations, municipalities, foreign and domestic governments and their agencies, and investment trusts.

LIQUIDITY: A liquid asset is one that can be converted easily and rapidly into cash without a substantial loss of value. In the money market, a security is said to be liquid if the spread between bid and asked prices is narrow and reasonable size can be done at those quotes.

POOLED MONEY INVESTMENT FUND (LAIF): The aggregate of all funds from political subdivisions that are placed in the custody of the County or State Treasurer for investment and reinvestment. The State of California's pool is known as the Local Agency Investment Fund, or LAIF.

MARKET VALUE: The price at which a security is trading and could presumably be purchased or sold.

MATURITY: The date upon which the principal or stated value of an investment becomes due and payable.

MONEY MARKET: The market in which short-term debt instruments (bills, commercial paper, bankers' acceptances, etc.) are issued and traded.

PORTFOLIO: Collection of securities and investments held by an investor.

PRIMARY DEALER: A group of government securities dealers who submit daily reports of market activity and positions and monthly financial statements to the Federal Reserve Bank of New York and are subject to its informal oversight. Primary dealers include Securities and Exchange Commission (SEC) registered securities broker-dealers, banks and a few unregulated firms.

PRUDENT PERSON RULE: An investment standard. In some states, the law requires that a fiduciary, such as a trustee, may invest money only in a list of securities selected by the custody state. In other states, the trustee may invest in a security if it is one which would be bought by a prudent person of discretion and intelligence who is seeking a reasonable income and preservation of capital.

RATE OF RETURN: For fixed-rate securities, it is the coupon or contractual dividend rate divided by the purchase price which is also the current yield.

SAFEKEEPING: A service to customers rendered by banks for a fee whereby securities and valuables of all types and descriptions are held in the bank's vaults for protection.

SECURITIES & EXCHANGE COMMISSION: Agency created by Congress to protect investors in

securities transactions by administering securities legislation.

SEC RULE 15c301: See Uniform Net Capital Rule.

TREASURY BILLS: A non-interest bearing discount security issued by the US Treasury to finance the national debt. Most bills are issued to mature in three months, six months, or one year.

TREASURY BONDS: Long-term coupon-bearing US Treasury securities issued as direct obligations of the US Government and having initial maturities of more than 10 years.

TREASURY NOTES: Medium-term coupon-bearing US Treasury securities issued as direct obligations of the US Government and having initial maturities from two to 10 years.

UNIFORM NET CAPITAL RULE: Securities and Exchange Commission requirement that member firms as well as non-member broker-dealers in securities maintain a maximum ratio of indebtedness to liquid capital of 15:1; also called *net capital rule* and *net capital ratio*. Indebtedness covers all money owed to a firm, including margin loans and commitments to purchase securities, one reason new public issues are spread among members of underwriting syndicates. Liquid capital includes cash and assets easily converted into cash.

YIELD: The rate of annual income return on an investment, expressed as a percentage: (a) Income Yield is obtained by dividing the current dollar income by the current market price for the security; (b) Net Yield or Yield to Maturity is the current income yield minus any premium above par or plus any discount from par in purchase price, with the adjustment spread over the period from the date of purchase to the date of maturity of the bond.

APPENDIX 5

BOARDS AND COMMISSIONS

Boards, Commissions and Committees are appointed by and serve as advisors to the City Council. More than 90 residents serve the City on these advisory bodies and make a tremendously valuable contribution to the effective provision of responsive services to the community.

Each year, certain Boards, Commissions and Committees, through their staff liaisons, have made funding requests that relate to specific tasks, projects, or events. In order to provide clarity of actual expenditures as well as engage the members of the advisory bodies during the planning process, each request for funding appears within this section. The actual expenditure will be contained within the respective staff liaison departmental budget request.

ARTS & CULTURE COMMISSION (7 Members)

Acts in an advisory capacity to the City Council in all matters pertaining to arts in the community. Makes recommendations to the Council concerning the resources and needs of the community on the subject of the arts, opportunities for participation of artists and performers in City-sponsored activities, and ways to encourage community involvement in the arts. Makes recommendations to the Council regarding acquisition of art by the City, public art and exterior works of art installed on public property in the City. Oversees the City's Arts in Public Places Program, Poet Laureate Program and El Cerrito Creative Re-Use Artist Residency ("ECCRU") at the Recycling + Environmental Resource Center. Juries exhibits for the City Hall Gallery Space. Meets the 4th Monday of each month at 7:00 p.m. at City Hall. Current members: Allison Cooper, George Gager, Courtney Helion, Ann Wiens, and Alan Pavlosky (2 vacancies). Staff liaison: Alexandra Orologas (City Management).

CITIZENS' STREET OVERSIGHT COMMITTEE (5 Members)

Monitors expenditures of revenue collected pursuant to ECMC Chapter 4.60, the "Pothole Repair and Local Street Improvement and Maintenance Transactions and Use Tax," to determine whether such funds are expended for the purposes specified in the current Street Repair and Maintenance Expenditure Plan. The plan is approved by the City Council; The Oversight Committee issues reports on its findings to the City Council and public at least annually. Meets 4th Monday of January and September and 2nd Monday of November. Current members: Matthew Kelly, Vanessa Hill, Kathy Fleming, and Prachi Amin (1 vacancy). Staff liaison: Yvetteh Ortiz (Public Works).

CIVIL SERVICE COMMISSION (5 Members)

Hears appeals submitted by any person in City civil service relative to any disciplinary action, dismissal, demotion, or alleged violation of the Municipal Code or the personnel rules, and certifies its findings and recommendations. Holds hearings and makes recommendations on any matter of personnel administration requested by the Council or the City Manager. Meets on call at 7:00 p.m. at City Hall. Current members: Michael Fischer, Eugene Park, Dorian Peters, and Bruce Yow (1 vacancy). Staff liaison: Alexandra Orologas (City Management).

COMMITTEE ON AGING (15 Members)

The Committee on Aging is open to any and all interested adult residents in El Cerrito. The Committee serves as an advisory body to the City Council on matters such as quality programs, services, housing

options, and facilities for seniors; accessible public transportation and paratransit services for persons unable to use public transit facilities; and support services to assist frail older adults and their families both within and outside of their homes. Meets on the 3rd Wednesday of each month at 3:00 p.m. at City Hall. Current members: Buddy Akacić, Katherine Cesa, Kenneth Epley, Janet James, Carol Kehoe, Pansy Kwong, Steve Lipson, Kim Marlia, Pamela Wagner, and Bruce Yow (5 vacancies). Staff liaison: Bridget Cooney (Senior Services, Recreation).

CRIME PREVENTION COMMITTEE (15 Members)

The Crime Prevention Committee was formed by resolution of the City Council in 1975. Membership is composed of El Cerrito residents interested in or knowledgeable about the criminal justice system. The Committee sponsors National Night Out, Neighborhood Watch, and many crime-prevention-related seminars, programs and events. Meets the 1st Monday of each month at 7:00 p.m. at City Hall. Current members: William Cedric Cobb, James Dologonas, Katie Fournier, George Gager, Eugene Go, and Dorothy Herzberg.(9 vacancies). Staff liaison: Sgt.Scott Cliatt (Police Department).

DESIGN REVIEW BOARD (5 members)

The Design Review Board reviews new Tier II developments and major Tier III renovations of existing properties in the San Pablo Specific Plan area. They serve as the first appeal hearing body for administrative Tier I design review actions and make recommendations to the Planning Commission regarding Tier IV projects located in the Plan area. They also have final design authority for new residential developments, from duplexes to multi-family units outside of the Plan area. Their purview includes the consideration of the proposed architecture, site layout, landscaping as well as master sign programs for the purpose of encouraging quality design. In this role, they work collaboratively with applicants to refine their projects in terms of materials, finishes and landscaping. Finally, they are the approving authority for the necessary environmental documentation required by the California Environmental Quality Act (CEQA) related to projects under their review. Meets on the 1st Wednesday of each month, 7:30 p.m. at City Hall. Current members: Ben Chuaqui, Wenlin Li, Andrea Lucas, and Gyanendra Singh (1 vacancy) . Staff liaison: Sean Moss (Community Development).

ECONOMIC DEVELOPMENT COMMITTEE (15 Members)

Advises the Council on economic development matters, makes recommendations on the annual economic development work plan, and oversees the work of subcommittees established to concentrate on creating plans for high-priority areas. The Chamber of Commerce President serves on the Economic Development Committee during his or her tenure as Chamber president. Meets on the 3rd Monday of every month, 7:00 p.m. at City Hall. Current members: Christopher Bunting, Travis Campbell, Mark Figone, George Gager, Rachel Melby, Jean Shrem, Patrick Swen, Eric Wright, and Jonathan Zazove (6 Vacancies). Staff liaison: Aissia Ashoori (Community Development)

ENVIRONMENTAL QUALITY COMMITTEE (15 Members)

The Environmental Quality Committee was established in FY 2007-08. The fifteen-member Environmental Quality Committee serves in an advisory capacity to the City Council, staff, other boards, commissions, and committees, and the residents of the City with regard to environmental quality issues within the City of El Cerrito. The Committee recommends programs, policies, and ordinances to the City Council and promotes the City's environmental quality efforts. The Committee also promotes and fosters public awareness, education, interest and support for environmental quality efforts, fosters volunteer opportunities, and educates El Cerrito residents regarding environmental quality and issues relating to

environmental impacts. The Committee meets on the 2nd Tuesday of each month at 7:00 p.m. at City Hall. Members: Buddy Akacić, Howdy Goudey, Rebecca Milliken, Mark Miner, Eevelyn Mitchell, Elizabeth Molnar, Sean O'Connor, Paloma Pavel, Ellen Spitalnik, Sheila Tarbet, Neil Tsutsui, Dave Weinstein, and Rose Vekony (2 vacancies). Staff liaison: Will Provost (Public Works).

FINANCIAL ADVISORY BOARD (5 Members)

Reviews and makes recommendations on the proposed annual budget and long-term financial plan for the City and the Redevelopment Agency. Conducts an annual review of the City's investment policies, and gives consideration to the managing of the City's financial reserves to assure maximum returns on approved investments. Reviews the annual audit and management letter, and provides the City Council with recommended changes in financial practices. Reviews and makes recommendations on all proposed bonds or other debt instruments to be issued by the City. Meets on the 4th Tuesday of each month at 7:30 p.m. at City Hall. Current members: Ruth Cazden, Farhad Farahmand, William Ktsanes, Dick Patterson, and Kimberly White. Staff liaison: Sandra Dalida (Finance).

HUMAN RELATIONS COMMISSION (7 Members)

Develops positive human relations through education, encouragement of greater respect, and understanding between people, their equal opportunity rights under the law, and the recognition of the racial, ethnic, religious, and cultural diversity of the El Cerrito community. Initiates educational and cultural programs, and promotes tolerance and mutual respect among all persons. Commission members are generally representative of the demographics of the City, considering race, religion, age, gender, ethnicity, and other factors. Meets on the 2nd Wednesday of each month, 7:00 p.m. at City Hall. Current members: Buddy Akacić, Julie Conant, Walter Williams III, and W. Mina Wilson (3 vacancies). Staff liaison: Shannon Bassi (City Management).

PARK AND RECREATION COMMISSION (7 Members)

Acts in an advisory capacity on all matters pertaining to public recreation, including parks, playgrounds, landscaping, childcare, educational and enrichment courses, and entertainment. Reviews the annual budget and Master Fee Schedule of the Recreation Department and makes recommendations with respect thereto. Assists in the planning of a recreation programs for the City and promotes and stimulates public interest; and, to that end, solicits to the fullest possible extent the cooperation of interested community groups and other public and private agencies. Studies present and future needs of the City with regard to park and recreation facilities. Reviews and recommends parks and recreation facilities design plans. Reviews and recommends projects and policies as they relate to the Parks and Recreation Facilities Master Plan (2019) and Measure H. Generally meets on the 4th Wednesday of each month at 7:00 p.m. at City Hall or via Teleconference (Zoom). Current members: Ben Chuaqui, Avis Codron, Jennifer Kaczor, and Norman LaForce (3 vacancies). Staff liaison: Chris Jones (Recreation).

PLANNING COMMISSION (7 Members)

California's Conservation and Planning law requires the City to establish a Planning Commission. One of its primary functions is as an advisory body to the City Council in matters relating to current and advance planning and the development of the built environment. This includes the review and stewardship of the City's long-range planning goals, policies and programs on a broad array of issues related to land use, including concessions under state density law. In addition, this body hears and takes action on Tier IV development projects located inside the San Pablo Avenue Plan area, after receiving the recommendation of the Design Review Board. They also hear appeals of administrative decisions of the

Zoning Administrator as well as appeals of actions made by the Design Review Board. In addition, the Commission takes action on conditional use permits, variances, development agreements and serves as the approving authority for necessary environmental documentation required by the California Environmental Quality Act (CEQA) for any project under their purview. Meets on the 3rd Wednesday of each month in regular session at 7:30 p.m. at City Hall. Current members: Brendan Bloom, Erin Gillett, Daniel Hamilton, Leslie Mendez, and Joy Navarrete (2 vacancies). Staff liaison: Sean Moss (Community Development).

URBAN FOREST COMMITTEE (15 Members)

The Tree Committee serves in an advisory capacity to the City Council, other commissions, and residents with regard to the growth, maintenance, and location of trees within the city. The Committee recommends programs, policies, and ordinances to implement and promote the City's Street Tree and Urban Forest Management Plan and to coordinate with the Public Works staff regarding management and maintenance efforts. The Committee promotes and fosters public awareness, education, interest and support for urban forestry efforts, fosters volunteer opportunities for tree planting and watering along the City's streets and in residential front yards, and educates El Cerrito residents regarding selecting, planting and maintaining trees. Meets 2nd Monday of each month at 7 pm in the Hillside Room at City Hall. Current Members: Cathy Bleier, Robert Hrubes, Catherine Hughes, Jennifer Kaczor, Susan Kuchinskas, Yan Linhart, and Robin Mitchell (8 vacancies). Staff liaison: Stephen Prée (Public Works).

APPENDIX 6

City Council Resolutions

Budget Resolutions will be inserted into this section once approved by the City Council and included within the Adopted Budget Document.

APPENDIX 7

NON-DEPARTMENTAL LINE ITEM BUDGETS

Account Number	Account Description	FY2018-19 Actual	FY2019-20 Actual	FY2020-21 Actual	FY2021-22 Amended	FY2022-23 Proposed
Fund: 101 - General Fund						
REVENUES						
Department: 00 - Non-Departmental Revenue						
Division: 00 - Non-Departmental Revenue						
40010	Property Tax-Cur Secured	\$7,711,328	\$8,157,336	\$8,663,387	\$9,198,000	\$9,845,200
40020	Property Tax-Supplemental	\$233,756	\$220,985	\$178,395	\$230,000	\$230,000
40030	Property Tax-Unitary	\$90,191	\$86,828	\$88,624	\$85,000	\$100,000
40040	Property Tax-Cur Unsec	\$262,466	\$272,978	\$283,528	\$248,000	\$248,000
40050	Property Tax-PY Secured	-\$12,044	-\$14,924	-\$11,100	-\$16,000	-\$16,000
40060	Property Tax-PY Supplemental	-\$9,248	-\$9,170	-\$8,566	-\$10,000	-\$10,000
40070	Property Tax-PY Unsecured	\$6,671	\$732	\$4,396	-\$5,000	\$0
40080	Property Tax-Homeowners'	\$61,566	\$61,291	\$61,444	\$62,000	\$62,000
40085	Property Tax-RPTTF Pass Through Pmts	\$304,770	\$290,356	\$340,400	\$254,000	\$254,000
40090	Property Tax-RPTTF Residual Pmts	\$1,282,579	\$774,719	\$920,024	\$400,000	\$500,000
40110	Special Assessments	\$0	\$0	-\$3,160	\$0	\$0
40210	Sales Tax-1% Bradley-Burns Local Share	\$3,083,029	\$2,911,197	\$3,062,754	\$2,993,250	\$2,993,250
40220	Sales Tax-1/2% Prop 172	\$307,173	\$355,479	\$368,706	\$381,867	\$381,867
40230	Sales & Use Tax In-Lieu	\$873,025	\$426,949	\$604,885	\$254,000	\$500,000
40240	Sales Tax - District Tax	\$3,282,083	\$3,281,098	\$3,790,799	\$3,555,000	\$3,555,000
40410	Transient Occupancy Tax	\$147,550	\$118,891	\$126,164	\$150,000	\$150,000
40510	Franchise Fees	\$1,192,630	\$1,586,508	\$1,326,673	\$1,200,000	\$1,350,000
40515	IN KIND/PEG FEES	\$51,355	\$51,104	\$37,584	\$50,000	\$50,000
40610	Business License Taxes	\$910,104	\$918,799	\$924,358	\$900,000	\$1,100,000
40710	Real Property County Transfer Tx	\$1,102,563	\$3,467,532	\$4,419,107	\$3,800,000	\$4,300,000
40810	Utility Users' Tax	\$0	\$83,455	\$0	\$0	\$0
40811	Utility Users' Tax - Energy	\$1,591,708	\$1,630,629	\$1,891,094	\$1,500,000	\$1,700,000
40812	Utility Users' Tax - Water	\$583,060	\$565,261	\$650,558	\$500,000	\$500,000
40813	Utility Users' Tax - Telecom	\$1,033,124	\$886,629	\$902,833	\$1,100,000	\$1,100,000
42285	Tobacco Retailer License	\$3,512	\$5,312	\$9,746	\$3,512	\$6,000
43925	Penalties-BLT	\$15,457	\$13,302	\$47,617	\$20,000	\$20,000
44010	Interest Income	\$52,161	\$167,572	\$59,079	\$40,000	\$40,000
44210	Property Leases	\$105,103	\$99,810	\$99,810	\$96,542	\$96,542
44220	Rentals-Facilities	\$3,361	\$3,690	\$6,971	\$7,426	\$7,914
45020	VLF In Lieu	\$2,653,610	\$2,817,324	\$3,000,582	\$3,087,000	\$3,250,000
45090	Misc In-Lieu Taxes	\$0	\$394	\$397	\$0	\$0
45530	SB-90 Reimbursement	\$0	\$19,634	\$0	\$0	\$0
45535	COVID-19 Revenue	\$0	\$0	\$308,098	\$0	\$0
46510	Successor Agency Admin Allowance	\$250,000	\$250,000	\$250,000	\$250,000	\$250,000
48010	Real Property Sales	\$722,585	\$0	\$73,541	\$0	\$0
48020	Personal Property Sales	\$7,560	\$14,985	\$2,724	\$0	\$0
48120	Contributions & Donations	\$600	\$0	\$100	\$0	\$0
48970	Damage Recoveries	\$0	\$693	\$6,413	\$0	\$0
48990	Other Misc Revenue	\$31,014	-\$6,152	\$23,089	\$0	\$0

49140	Capital Lease Financing	\$116,121	\$187,346	\$0	\$0	\$0
49990.206	Operating XferIN-MEAS A	\$51,000	\$51,000	\$0	\$0	\$0
49990.207	Operating XferIn-MEAS H	\$0	\$0	\$50,000	\$50,000	\$0
49990.221	Operating XferIN-GRANTS	\$511,593	\$0	\$0	\$0	\$0
49990.222	Operating Transfer in - COPS	\$551,726	\$0	\$0	\$0	\$0
49990.223	Operating Xferin-ARPA	\$0	\$0	\$3,051,028	\$0	\$0
49990.501	Operating Xfer In-IWM	\$3,671	\$3,671	\$3,671	\$3,671	\$3,671
49991.201	Indirect Xfer In-Gas	\$101,000	\$0	\$100,000	\$102,000	\$106,080
49991.202	Indirect Xfer In-NPDES	\$75,300	\$77,559	\$75,000	\$75,000	\$75,000
49991.203	Indirect Xfer In-LLAD	\$160,750	\$160,750	\$160,000	\$163,200	\$163,200
49991.204	Indirect Xfer In-MEAS J	\$63,000	\$64,396	\$63,000	\$64,300	\$66,872
49991.205	Indirect Xfer In-Storm Drain	\$74,000	\$76,220	\$74,000	\$74,000	\$74,000
49991.207	Indirect Xfer In-Measure H Park & Facilities	\$0	\$0	\$0	\$0	\$50,000
49991.501	Indirect Xfer In-IWM	\$357,150	\$367,865	\$378,901	\$386,479	\$401,938
Division Total: 00 - Non-Departmental Revenue		\$29,999,712	\$30,500,035	\$36,466,654	\$31,253,247	\$33,504,534
Department Total: 00 - Non-Departmental Revenue		\$29,999,712	\$30,500,035	\$36,466,654	\$31,253,247	\$33,504,534
REVENUES Total		\$29,999,712	\$30,500,035	\$36,466,654	\$31,253,247	\$33,504,534
EXPENSES						
Department: 00 - Non-Departmental Revenue						
Division: 00 - Non-Departmental Revenue						
51235	Life & LTD Insurance	\$0	\$0	\$11,357	\$0	\$0
52120	Legal & Financial Svcs	\$0	\$0	\$35,635	\$0	\$0
58992	Suspense - NSF Check	\$0	\$0	\$253	\$0	\$0
59300	Extraordinary Gain/(Loss)	\$0	\$0	\$1,321,189	\$0	\$0
Division Total: 00 - Non-Departmental Revenue		\$0	\$0	\$1,368,434	\$0	\$0
Department Total: 00 - Non-Departmental Revenue		\$0	\$0	\$1,368,434	\$0	\$0
Department: 90 - Non-Departmental						
Division: 00 - Non-Departmental						
52190	Miscellaneous Prof Svcs	\$0	\$0	\$0	\$58,099	\$58,099
58110	Principal Payments	\$0	\$0	\$107,036	\$107,518	\$113,046
58120	Interest Payments	\$104,708	\$134,625	\$219,989	\$150,000	\$150,000
59990.701	Operating Xfer OutPENS	\$0	\$0	\$89,205	\$85,000	\$85,000
59990.835	Operating Xfer Out-CHALL	\$0	\$0	\$580,612	\$580,612	\$582,763
Division Total: 00 - Non-Departmental		\$104,708	\$134,625	\$996,842	\$981,229	\$988,908
Division: 50 - Capital Outlay						
52190	Miscellaneous Prof Svcs	\$36,458	\$25,624	\$0	\$20,000	\$0
53810	Construction Services	\$286,925	\$34,153	\$0	\$50,000	\$0
56410	Office Equipment <\$10K	\$8,744	\$0	\$0	\$0	\$0
56710	Other Equipment <\$10K	\$12,126	\$0	\$0	\$0	\$0
59990.231	Operating Transfer out to Fund 231	\$250,352	\$0	\$0	\$0	\$0
59990.301	Operating Xfer Out-CIP	\$472,234	\$0	\$0	\$0	\$0
Division Total: 50 - Capital Outlay		\$1,066,838	\$59,777	\$0	\$70,000	\$0
Department Total: 90 - Non-Departmental		\$1,171,547	\$194,402	\$996,842	\$1,051,229	\$988,908
EXPENSES Total		\$1,171,547	\$194,402	\$2,365,276	\$1,051,229	\$988,908
Fund REVENUE Total: 101 - General Fund		\$29,999,712	\$30,500,035	\$36,466,654	\$31,253,247	\$33,504,534

Fund EXPENSE	Total: 101 - General Fund	\$1,171,547	\$194,402	\$2,365,276	\$1,051,229	\$988,908
Fund Total: 101 - General Fund		\$28,828,166	\$30,305,634	\$34,101,378	\$30,202,018	\$32,515,626
Fund: 201 - Gas Tax Fund						
REVENUES						
Department: 00 - Non-Departmental Revenue						
Division: 00 - Non-Departmental Revenue						
45310	Gas Tax (Section 2105)	\$136,831	\$129,869	\$127,127	\$146,600	\$154,725
45320	Gas Tax (Section 2106)	\$94,122	\$85,859	\$82,517	\$93,600	\$96,734
45330	Gas Tax (Section 2107)	\$172,080	\$163,984	\$158,111	\$186,500	\$211,171
45340	Gas Tax (Section 2107.5)	\$5,000	\$6,000	\$18,913	\$6,000	\$5,000
45350	Traffic Congestion Relief	\$28,124	\$28,622	\$0	\$0	\$0
45370	Gas Tax (Section 2103)	\$83,315	\$175,549	\$166,480	\$225,000	\$223,329
Division Total: 00 - Non-Departmental Revenue		\$519,471	\$589,882	\$553,148	\$657,700	\$690,959
Department Total: 00 - Non-Departmental Revenue		\$519,471	\$589,882	\$553,148	\$657,700	\$690,959
REVENUES Total		\$519,471	\$589,882	\$553,148	\$657,700	\$690,959
Fund REVENUE	Total: 201 - Gas Tax Fund	\$519,471	\$589,882	\$553,148	\$657,700	\$690,959
Fund EXPENSE	Total: 201 - Gas Tax Fund					
Fund Total: 201 - Gas Tax Fund		\$519,471	\$589,882	\$553,148	\$657,700	\$690,959
Fund: 202 - Nat'l Pollut Dis Elim Sys						
REVENUES						
Department: 00 - Non-Departmental Revenue						
Division: 00 - Non-Departmental Revenue						
45710	Nat'l Pol Disch Elim Sys	\$310,860	\$318,107	\$316,072	\$336,400	\$338,638
Division Total: 00 - Non-Departmental Revenue		\$310,860	\$318,107	\$316,072	\$336,400	\$338,638
Department Total: 00 - Non-Departmental Revenue		\$310,860	\$318,107	\$316,072	\$336,400	\$338,638
REVENUES Total		\$310,860	\$318,107	\$316,072	\$336,400	\$338,638
Fund REVENUE	Total: 202 - Nat'l Pollut Dis Elim Sys	\$310,860	\$318,107	\$316,072	\$336,400	\$338,638
Fund EXPENSE	Total: 202 - Nat'l Pollut Dis Elim Sys					
Fund Total: 202 - Nat'l Pollut Dis Elim Sys		\$310,860	\$318,107	\$316,072	\$336,400	\$338,638
Fund: 203 - Land & Light Assess Distr						
REVENUES						
Department: 00 - Non-Departmental Revenue						
Division: 00 - Non-Departmental Revenue						
40110	Special Assessments	\$777,656	\$781,248	\$784,974	\$784,974	\$791,164
Division Total: 00 - Non-Departmental Revenue		\$777,656	\$781,248	\$784,974	\$784,974	\$791,164
Department Total: 00 - Non-Departmental Revenue		\$777,656	\$781,248	\$784,974	\$784,974	\$791,164
REVENUES Total		\$777,656	\$781,248	\$784,974	\$784,974	\$791,164
Fund REVENUE	Total: 203 - Land & Light Assess Distr	\$777,656	\$781,248	\$784,974	\$784,974	\$791,164
Fund EXPENSE	Total: 203 - Land & Light Assess Distr					
Fund Total: 203 - Land & Light Assess Distr		\$777,656	\$781,248	\$784,974	\$784,974	\$791,164
Fund: 204 - Measure J-Return to Source Fund						
REVENUES						
Department: 00 - Non-Departmental Revenue						
Division: 00 - Non-Departmental Revenue						

40310	Measure J-1/2% Transport	\$479,482	\$509,433	\$491,221	\$458,500	\$482,388
45790	Other Local Reimbursement	\$0	\$0	\$18,867	\$0	\$0
Division Total: 00 - Non-Departmental Revenue		\$479,482	\$509,433	\$510,088	\$458,500	\$482,388
Department Total: 00 - Non-Departmental Revenue		\$479,482	\$509,433	\$510,088	\$458,500	\$482,388
REVENUES Total		\$479,482	\$509,433	\$510,088	\$458,500	\$482,388
EXPENSES						
Department: 90 - Non-Departmental						
Division: 50 - Capital Outlay						
52190	Miscellaneous Prof Svcs	\$13,066	\$0	\$0	\$0	\$0
53810	Construction Services	\$53,607	\$7,548	\$0	\$0	\$0
Division Total: 50 - Capital Outlay		\$66,673	\$7,548	\$0	\$0	\$0
Department Total: 90 - Non-Departmental		\$66,673	\$7,548	\$0	\$0	\$0
EXPENSES Total		\$66,673	\$7,548	\$0	\$0	\$0
Fund REVENUE	Total: 204 - Measure J-Return to Source Fund	\$479,482	\$509,433	\$510,088	\$458,500	\$482,388
Fund EXPENSE	Total: 204 - Measure J-Return to Source Fund	\$66,673	\$7,548	\$0	\$0	\$0
Fund Total: 204 - Measure J-Return to Source Fund		\$412,809	\$501,885	\$510,088	\$458,500	\$482,388
Fund: 205 - Measure J Storm Drain						
REVENUES						
Department: 00 - Non-Departmental Revenue						
Division: 00 - Non-Departmental Revenue						
40150	Parcel Tax-Local Approved	\$701,950	\$704,131	\$706,322	\$706,325	\$711,134
Division Total: 00 - Non-Departmental Revenue		\$701,950	\$704,131	\$706,322	\$706,325	\$711,134
Department Total: 00 - Non-Departmental Revenue		\$701,950	\$704,131	\$706,322	\$706,325	\$711,134
REVENUES Total		\$701,950	\$704,131	\$706,322	\$706,325	\$711,134
EXPENSES						
Department: 90 - Non-Departmental						
Division: 50 - Capital Outlay						
51110	Regular Salaries & Wages	\$0	\$3,109	\$5,429	\$0	\$0
51220	FICA/Medicare	\$0	\$220	\$384	\$0	\$0
52190	Miscellaneous Prof Svcs	\$83,275	\$116,623	\$89,956	\$40,000	\$88,000
53810	Construction Services	\$0	\$16,508	\$332,000	\$300,000	\$220,000
54310	Legal Notices & Advertise	\$0	\$608	\$0	\$0	\$0
54410	Printing & Binding	\$0	\$275	\$54	\$0	\$0
Division Total: 50 - Capital Outlay		\$83,275	\$137,343	\$427,823	\$340,000	\$308,000
Department Total: 90 - Non-Departmental		\$83,275	\$137,343	\$427,823	\$340,000	\$308,000
EXPENSES Total		\$83,275	\$137,343	\$427,823	\$340,000	\$308,000
Fund REVENUE	Total: 205 - Measure J Storm Drain	\$701,950	\$704,131	\$706,322	\$706,325	\$711,134
Fund EXPENSE	Total: 205 - Measure J Storm Drain	\$83,275	\$137,343	\$427,823	\$340,000	\$308,000
Fund Total: 205 - Measure J Storm Drain		\$618,675	\$566,789	\$278,499	\$366,325	\$403,134
Fund: 206 - Measure A Parcel Tax						
REVENUES						
Department: 00 - Non-Departmental Revenue						
Division: 00 - Non-Departmental Revenue						
40150	Parcel Tax-Local Approved	\$633,080	\$646,806	\$0	\$0	\$0
Division Total: 00 - Non-Departmental Revenue		\$633,080	\$646,806	\$0	\$0	\$0

Department Total: 00 - Non-Departmental Revenue		\$633,080	\$646,806	\$0	\$0	\$0
REVENUES Total		\$633,080	\$646,806	\$0	\$0	\$0
EXPENSES						
Department: 90 - Non-Departmental						
Division: 50 - Capital Outlay						
52190	Miscellaneous Prof Svcs	\$3,650	\$0	\$0	\$0	\$0
53810	Construction Services	\$50,357	\$20,686	\$0	\$217,366	\$270,350
56210	Buildings & Structures	\$51,809	\$55,238	\$0	\$0	\$0
Division Total: 50 - Capital Outlay		\$105,815	\$75,924	\$0	\$217,366	\$270,350
Department Total: 90 - Non-Departmental		\$105,815	\$75,924	\$0	\$217,366	\$270,350
EXPENSES Total		\$105,815	\$75,924	\$0	\$217,366	\$270,350
Fund REVENUE Total: 206 - Measure A Parcel Tax		\$633,080	\$646,806	\$0	\$0	\$0
Fund EXPENSE Total: 206 - Measure A Parcel Tax		\$105,815	\$75,924	\$0	\$217,366	\$270,350
Fund Total: 206 - Measure A Parcel Tax		\$527,265	\$570,882	\$0	-\$217,366	-\$270,350
Fund: 207 - Measure H Park & Rec Facilities						
REVENUES						
Department: 00 - Non-Departmental Revenue						
Division: 00 - Non-Departmental Revenue						
40150	Parcel Tax-Local Approved	\$0	\$0	\$636,948	\$636,948	\$648,740
Division Total: 00 - Non-Departmental Revenue		\$0	\$0	\$636,948	\$636,948	\$648,740
Department Total: 00 - Non-Departmental Revenue		\$0	\$0	\$636,948	\$636,948	\$648,740
REVENUES Total		\$0	\$0	\$636,948	\$636,948	\$648,740
EXPENSES						
Department: 90 - Non-Departmental						
Division: 50 - Capital Outlay						
53250	Vehicle & Equip Maint Svc	\$0	\$0	\$7,887	\$5,000	\$0
53290	Miscellaneous R&M Svcs	\$0	\$0	\$22,867	\$50,337	\$0
53810	Construction Services	\$0	\$0	\$6,173	\$95,000	\$211,774
55530	Landscape & Park Supplies	\$0	\$0	\$250	\$10,000	\$0
56710	Other Equipment <\$10K	\$0	\$0	\$2,091	\$2,000	\$0
59990.101	Operating Xfer Out-GEN	\$0	\$0	\$50,000	\$50,000	\$0
59991.101	Indirect Xfer-GEN	\$0	\$0	\$0	\$0	\$50,000
Division Total: 50 - Capital Outlay		\$0	\$0	\$89,269	\$212,337	\$261,774
Department Total: 90 - Non-Departmental		\$0	\$0	\$89,269	\$212,337	\$261,774
EXPENSES Total		\$0	\$0	\$89,269	\$212,337	\$261,774
Fund REVENUE Total: 207 - Measure H Park & Rec Facilities		\$0	\$0	\$636,948	\$636,948	\$648,740
Fund EXPENSE Total: 207 - Measure H Park & Rec Facilities		\$0	\$0	\$89,269	\$212,337	\$261,774
Fund Total: 207 - Measure H Park & Rec Facilities		\$0	\$0	\$547,679	\$424,611	\$386,966
Fund: 211 - Street Improvemnt & Maint						
REVENUES						
Department: 00 - Non-Departmental Revenue						
Division: 00 - Non-Departmental Revenue						
40240	Sales Tax - District Tax	\$1,630,826	\$1,631,894	\$1,881,749	\$1,473,600	\$1,503,072
48990	Other Misc Revenue	\$3,877	\$13,174	\$8,066	\$5,100	\$5,304
Division Total: 00 - Non-Departmental Revenue		\$1,634,703	\$1,645,068	\$1,889,815	\$1,478,700	\$1,508,376

Department Total: 00 - Non-Departmental Revenue		\$1,634,703	\$1,645,068	\$1,889,815	\$1,478,700	\$1,508,376
REVENUES Total		\$1,634,703	\$1,645,068	\$1,889,815	\$1,478,700	\$1,508,376
EXPENSES						
Department: 90 - Non-Departmental						
Division: 50 - Capital Outlay						
52130	Architect/Engineering Svc	\$76,525	\$52,521	\$78,405	\$207,500	\$535,000
52190	Miscellaneous Prof Svcs	\$118,060	\$108,658	\$93,012	\$155,580	\$101,250
53810	Construction Services	\$434,707	\$617,398	\$32,094	\$445,000	\$638,750
54310	Legal Notices & Advertise	\$870	\$1,247	\$1,681	\$1,320	\$0
54410	Printing & Binding	\$929	\$563	\$507	\$600	\$0
Division Total: 50 - Capital Outlay		\$631,092	\$780,387	\$205,699	\$810,000	\$1,275,000
Department Total: 90 - Non-Departmental		\$631,092	\$780,387	\$205,699	\$810,000	\$1,275,000
EXPENSES Total		\$631,092	\$780,387	\$205,699	\$810,000	\$1,275,000
Fund REVENUE Total: 211 - Street Improvemt & Maint		\$1,634,703	\$1,645,068	\$1,889,815	\$1,478,700	\$1,508,376
Fund EXPENSE Total: 211 - Street Improvemt & Maint		\$631,092	\$780,387	\$205,699	\$810,000	\$1,275,000
Fund Total: 211 - Street Improvemt & Maint		\$1,003,611	\$864,680	\$1,684,116	\$668,700	\$233,376
Fund: 212 - SB1-Road Repair & Accountability						
REVENUES						
Department: 00 - Non-Departmental Revenue						
Division: 00 - Non-Departmental Revenue						
45810	SB-1 Road Repair - Revenue	\$457,336	\$440,947	\$462,592	\$497,600	\$550,193
Division Total: 00 - Non-Departmental Revenue		\$457,336	\$440,947	\$462,592	\$497,600	\$550,193
Department Total: 00 - Non-Departmental Revenue		\$457,336	\$440,947	\$462,592	\$497,600	\$550,193
REVENUES Total		\$457,336	\$440,947	\$462,592	\$497,600	\$550,193
EXPENSES						
Department: 90 - Non-Departmental						
Division: 50 - Capital Outlay						
52190	Miscellaneous Prof Svcs	\$49,419	\$84,852	\$40,520	\$186,500	\$180,000
52240	Miscellaneous Services	\$0	\$0	\$3,531	\$0	\$0
53220	Sign & Signal Maint Svc	\$3,283	\$0	\$0	\$0	\$0
53810	Construction Services	\$160,561	\$20,242	\$0	\$262,500	\$310,000
54410	Printing & Binding	\$755	\$0	\$0	\$1,000	\$1,000
Division Total: 50 - Capital Outlay		\$214,017	\$105,094	\$44,051	\$450,000	\$491,000
Department Total: 90 - Non-Departmental		\$214,017	\$105,094	\$44,051	\$450,000	\$491,000
EXPENSES Total		\$214,017	\$105,094	\$44,051	\$450,000	\$491,000
Fund REVENUE Total: 212 - SB1-Road Repair & Accountability		\$457,336	\$440,947	\$462,592	\$497,600	\$550,193
Fund EXPENSE Total: 212 - SB1-Road Repair & Accountability		\$214,017	\$105,094	\$44,051	\$450,000	\$491,000
Fund Total: 212 - SB1-Road Repair & Accountability		\$243,319	\$335,852	\$418,541	\$47,600	\$59,193
Fund: 213 - Public Art Fund						
REVENUES						
Department: 00 - Non-Departmental Revenue						
Division: 00 - Non-Departmental Revenue						
45440	State Grant-Operating	\$0	\$7,056	\$784	\$0	\$0
46520.4	Orchestra Class	\$0	\$4,893	\$0	\$0	\$0
48130	Developer Contributions	\$4,591	\$23,370	\$0	\$0	\$0

Division Total: 00 - Non-Departmental Revenue		\$4,591	\$35,319	\$784	\$0	\$0
Department Total: 00 - Non-Departmental Revenue		\$4,591	\$35,319	\$784	\$0	\$0
REVENUES Total		\$4,591	\$35,319	\$784	\$0	\$0
Fund REVENUE Total: 213 - Public Art Fund		\$4,591	\$35,319	\$784	\$0	\$0
Fund EXPENSE Total: 213 - Public Art Fund						
Fund Total: 213 - Public Art Fund		\$4,591	\$35,319	\$784	\$0	\$0
Fund: 221 - Grants						
EXPENSES						
Department: 00 - Non-Departmental Revenue						
Division: 00 - Non-Departmental Revenue						
59990.101 Operating Xfer Out-GEN		\$511,593	\$0	\$0	\$0	\$0
Division Total: 00 - Non-Departmental Revenue		\$511,593	\$0	\$0	\$0	\$0
Department Total: 00 - Non-Departmental Revenue		\$511,593	\$0	\$0	\$0	\$0
EXPENSES Total		\$511,593	\$0	\$0	\$0	\$0
Fund REVENUE Total: 221 - Grants						
Fund EXPENSE Total: 221 - Grants		\$511,593	\$0	\$0	\$0	\$0
Fund Total: 221 - Grants		-\$511,593	\$0	\$0	\$0	\$0
Fund: 222 - C.O.P.S. Grant Fund						
EXPENSES						
Department: 00 - Non-Departmental Revenue						
Division: 00 - Non-Departmental Revenue						
59990.101 Operating Xfer Out-GEN		\$551,726	\$0	\$0	\$0	\$0
Division Total: 00 - Non-Departmental Revenue		\$551,726	\$0	\$0	\$0	\$0
Department Total: 00 - Non-Departmental Revenue		\$551,726	\$0	\$0	\$0	\$0
EXPENSES Total		\$551,726	\$0	\$0	\$0	\$0
Fund REVENUE Total: 222 - C.O.P.S. Grant Fund						
Fund EXPENSE Total: 222 - C.O.P.S. Grant Fund		\$551,726	\$0	\$0	\$0	\$0
Fund Total: 222 - C.O.P.S. Grant Fund		-\$551,726	\$0	\$0	\$0	\$0
Fund: 223 - ARPA Grant Funding						
REVENUES						
Department: 00 - Non-Departmental Revenue						
Division: 00 - Non-Departmental Revenue						
45410 Federal Grant-Operating		\$0	\$0	\$3,051,028	\$0	\$0
Division Total: 00 - Non-Departmental Revenue		\$0	\$0	\$3,051,028	\$0	\$0
Department Total: 00 - Non-Departmental Revenue		\$0	\$0	\$3,051,028	\$0	\$0
REVENUES Total		\$0	\$0	\$3,051,028	\$0	\$0
EXPENSES						
Department: 00 - Non-Departmental Revenue						
Division: 00 - Non-Departmental Revenue						
59990.101 Operating Xfer Out-GEN		\$0	\$0	\$3,051,028	\$0	\$0
Division Total: 00 - Non-Departmental Revenue		\$0	\$0	\$3,051,028	\$0	\$0
Department Total: 00 - Non-Departmental Revenue		\$0	\$0	\$3,051,028	\$0	\$0
EXPENSES Total		\$0	\$0	\$3,051,028	\$0	\$0
Fund REVENUE Total: 223 - ARPA Grant Funding		\$0	\$0	\$3,051,028	\$0	\$0

Department Total: 90 - Non-Departmental		\$3,602,050	\$453,952	\$949,072	\$1,990,360	\$11,127,175
EXPENSES Total		\$3,602,050	\$453,952	\$949,072	\$1,990,360	\$11,127,175
Fund REVENUE	Total: 301 - Capital Improvement Fund	\$4,689,194	\$1,038,735	\$1,061,585	\$1,894,360	\$11,167,175
Fund EXPENSE	Total: 301 - Capital Improvement Fund	\$3,602,050	\$453,952	\$949,072	\$1,990,360	\$11,127,175
Fund Total: 301 - Capital Improvement Fund		\$1,087,144	\$584,783	\$112,513	-\$96,000	\$40,000
Fund: 501 - Integrated Waste Mgmt						
EXPENSES						
Department: 00 - Non-Departmental Revenue						
Division: 00 - Non-Departmental Revenue						
51110	Regular Salaries & Wages	-\$4,691	-\$5,556	\$20,854	\$0	\$0
56910	Depreciation Expense	\$255,874	\$197,287	\$143,218	\$229,206	\$229,206
58110	Principal Payments	-\$447,437	-\$398,089	-\$354,554	\$0	\$0
58120	Interest Payments	\$31,833	\$4,375	\$6,299	\$0	\$0
Division Total: 00 - Non-Departmental Revenue		-\$164,422	-\$201,983	-\$184,183	\$229,206	\$229,206
Department Total: 00 - Non-Departmental Revenue		-\$164,422	-\$201,983	-\$184,183	\$229,206	\$229,206
EXPENSES Total		-\$164,422	-\$201,983	-\$184,183	\$229,206	\$229,206
Fund REVENUE	Total: 501 - Integrated Waste Mgmt					
Fund EXPENSE	Total: 501 - Integrated Waste Mgmt	-\$164,422	-\$201,983	-\$184,183	\$229,206	\$229,206
Fund Total: 501 - Integrated Waste Mgmt		\$164,422	\$201,983	\$184,183	-\$229,206	-\$229,206
Fund: 601 - Vehicle/Equip Replacement						
REVENUES						
Department: 00 - Non-Departmental Revenue						
Division: 00 - Non-Departmental Revenue						
44240	Departmental Rental Chgs	\$129,000	\$133,860	\$0	\$0	\$156,000
49990.101	Operating Xfer In-GEN	\$26,862	\$26,862	\$0	\$0	\$0
Division Total: 00 - Non-Departmental Revenue		\$155,862	\$160,722	\$0	\$0	\$156,000
Department Total: 00 - Non-Departmental Revenue		\$155,862	\$160,722	\$0	\$0	\$156,000
REVENUES Total		\$155,862	\$160,722	\$0	\$0	\$156,000
EXPENSES						
Department: 00 - Non-Departmental Revenue						
Division: 00 - Non-Departmental Revenue						
56910	Depreciation Expense	\$321,177	\$218,438	\$134,101	\$0	\$0
Division Total: 00 - Non-Departmental Revenue		\$321,177	\$218,438	\$134,101	\$0	\$0
Department Total: 00 - Non-Departmental Revenue		\$321,177	\$218,438	\$134,101	\$0	\$0
EXPENSES Total		\$321,177	\$218,438	\$134,101	\$0	\$0
Fund REVENUE	Total: 601 - Vehicle/Equip Replacement	\$155,862	\$160,722	\$0	\$0	\$156,000
Fund EXPENSE	Total: 601 - Vehicle/Equip Replacement	\$321,177	\$218,438	\$134,101	\$0	\$0
Fund Total: 601 - Vehicle/Equip Replacement		-\$165,315	-\$57,716	-\$134,101	\$0	\$156,000
Fund: 701 - Pension Trust Sect 401-A						
REVENUES						
Department: 00 - Non-Departmental Revenue						
Division: 00 - Non-Departmental Revenue						
49990.101	Operating Xfer In-GEN	\$85,774	\$89,205	\$89,205	\$85,000	\$85,000
Division Total: 00 - Non-Departmental Revenue		\$85,774	\$89,205	\$89,205	\$85,000	\$85,000
Department Total: 00 - Non-Departmental Revenue		\$85,774	\$89,205	\$89,205	\$85,000	\$85,000

REVENUES Total		\$85,774	\$89,205	\$89,205	\$85,000	\$85,000
Fund REVENUE	Total: 701 - Pension Trust Sect 401-A	\$85,774	\$89,205	\$89,205	\$85,000	\$85,000
Fund EXPENSE	Total: 701 - Pension Trust Sect 401-A					
Fund Total: 701 - Pension Trust Sect 401-A		\$85,774	\$89,205	\$89,205	\$85,000	\$85,000
Fund: 834 - Finance Authority Debt Sv						
REVENUES						
Department: 00 - Non-Departmental Revenue						
Division: 00 - Non-Departmental Revenue						
44010	Interest Income	\$4,008	\$2,817	\$51	\$0	\$0
49990.206	Operating XferIN-MEAS A	\$360,730	\$360,730	\$187,014	\$0	\$0
Division Total: 00 - Non-Departmental Revenue		\$364,738	\$363,547	\$187,065	\$0	\$0
Department Total: 00 - Non-Departmental Revenue		\$364,738	\$363,547	\$187,065	\$0	\$0
REVENUES Total		\$364,738	\$363,547	\$187,065	\$0	\$0
Fund REVENUE	Total: 834 - Finance Authority Debt Sv	\$364,738	\$363,547	\$187,065	\$0	\$0
Fund EXPENSE	Total: 834 - Finance Authority Debt Sv					
Fund Total: 834 - Finance Authority Debt Sv		\$364,738	\$363,547	\$187,065	\$0	\$0
Fund: 835 - City Hall Bond D/S						
REVENUES						
Department: 00 - Non-Departmental Revenue						
Division: 00 - Non-Departmental Revenue						
44010	Interest Income	\$223	\$270	\$0	\$151	\$151
49990.101	Operating Xfer In-GEN	\$580,660	\$580,660	\$580,612	\$580,612	\$582,763
Division Total: 00 - Non-Departmental Revenue		\$580,883	\$580,930	\$580,612	\$580,763	\$582,914
Department Total: 00 - Non-Departmental Revenue		\$580,883	\$580,930	\$580,612	\$580,763	\$582,914
REVENUES Total		\$580,883	\$580,930	\$580,612	\$580,763	\$582,914
Fund REVENUE	Total: 835 - City Hall Bond D/S	\$580,883	\$580,930	\$580,612	\$580,763	\$582,914
Fund EXPENSE	Total: 835 - City Hall Bond D/S					
Fund Total: 835 - City Hall Bond D/S		\$580,883	\$580,930	\$580,612	\$580,763	\$582,914
Fund: 836 - Street Imp Bond D/S						
REVENUES						
Department: 00 - Non-Departmental Revenue						
Division: 00 - Non-Departmental Revenue						
44010	Interest Income	\$231	\$58	\$0	\$0	\$0
49990.211	Operating XferIN-STREETS	\$704,400	\$702,900	\$706,300	\$706,300	\$707,100
Division Total: 00 - Non-Departmental Revenue		\$704,631	\$702,958	\$706,300	\$706,300	\$707,100
Department Total: 00 - Non-Departmental Revenue		\$704,631	\$702,958	\$706,300	\$706,300	\$707,100
REVENUES Total		\$704,631	\$702,958	\$706,300	\$706,300	\$707,100
Fund REVENUE	Total: 836 - Street Imp Bond D/S	\$704,631	\$702,958	\$706,300	\$706,300	\$707,100
Fund EXPENSE	Total: 836 - Street Imp Bond D/S					
Fund Total: 836 - Street Imp Bond D/S		\$704,631	\$702,958	\$706,300	\$706,300	\$707,100
REVENUE GRAND Totals:		\$42,350,276	\$39,107,073	\$48,003,193	\$40,076,817	\$51,924,315
EXPENSE GRAND Totals:		\$7,094,544	\$1,771,105	\$7,082,136	\$5,300,498	\$14,951,413
Grand Totals:		\$35,255,732	\$37,335,968	\$40,921,057	\$34,776,319	\$36,972,902

APPENDIX 8
March 2022 Corrective Action Plan Submitted to
California State Auditor



**CITY OF EL CERRITO
CORRECTIVE ACTION PLAN – STATE AUDIT 2020-803**

High Risk Issue # 1

Financial Condition and General Fund Reserves

Overview: The City Council and City staff are determined to restore the City to fiscal health, increasing the General Fund reserves, and provide appropriate levels of service with respect to revenues. City staff will continue to monitor revenues and expenditures closely and work with the City Council to determine adjustments in a timely manner, if warranted.

High Risk Area #1 - State Auditor Recommendations	Response	Corrective Action March 2022
1. To eliminate its reliance on short-term loans, El Cerrito should address its overspending and its revenue shortfalls as discussed throughout this report	The Administration Agrees with this Recommendation – The Administration goal is to not have to rely on a TRAN (Tax & Revenue Anticipation Note) in the future. The City will continue to work with the City Council on implementing strategies to achieve the GFOA recommended reserve levels that will eliminate the need for a TRAN. March 2022: This item is completed.	• The City's audited ending year totals as per the FY 2021-22 Annual Comprehensive Financial Report (ACFR) reflects over \$4 million surplus in the General Fund, not including American Rescue Plan Act (ARPA) funding. The City met its reduced expenditure targets and, due to conservative projections and a robust real estate market, exceeded revenue targets. The surplus is targeted for General Fund Reserves. • The City was allocated \$6.2 million from ARPA and has received its first payment in the amount of \$3.1 million. This funding, per the direction of the City Council, was allocated as revenue loss for FY 2020-21, intended to further improve the amount of General Fund balance. The City's ACFR reflects this as confirmed by our independent auditor Badawi & Associates. The City continues to work with consultant Management Partners to ensure appropriate ARPA spending and reporting. • The FY 2020-21 audit and ACFR is completed and the General Fund surplus including ARPA funding resulted in a General Fund balance of \$7.1 million, meeting the GFOA recommended reserve target of 17% and exceeding the City's General Fund minimum reserve target of 10%. The ACFR no longer designates the City as a "going concern." • Because of progress in increasing General Fund reserve levels, the City issued a TRAN amount of \$5.8 million for FY 2021-22, which is a decrease from previous years; with the next payment of ARPA funding of \$3.1 million in 2022, at this time the City does not plan to issue a TRAN for FY 2022-23. • City management and Finance staff have implemented stricter policies for staff to monitor revenues and expenditures and will continue to report monthly to City Council on budget performance. The City's new Finance Director is continuing to monitor these policies and implement systems to ensure continued compliance.



2. To ensure that its rising pension costs do not jeopardize the City's ability to provide services to its residents or contribute to potential insolvency, El Cerrito should identify and use alternative methods of paying for the obligation, such as establishing a trust funded by the City or through employee contributions that invests amounts that can be used to pay for future pension benefits and reduce future pension costs	The Administration Agrees with this Recommendation – As a first step, the Administration has been focused building its reserve levels. Establishing a Section 115 Trust would be an extension of those efforts. The Administration intends to work with the City Council to recommend establishing a Section 115 Trust or consider other methods to fund CalPERS obligations.	• The City Council has directed City staff to establish a Section 115 Trust. Staff has researched vendors and will be working with our financial advisors to present next steps to the City Council, including issuing an RFP in the coming months. The new Finance Director and the Financial Advisory Board will develop a recommended funding policy for the City Council's consideration. Expected completion: FY 2022-23. Responsible staff: City Management/Finance Department/Human Resources. • The City Council directed staff to work with all employee bargaining units to negotiate increased contributions to CalPERS. The Management/Confidential group (which is unrepresented) is now contributing an additional 2% as of FY 2021-22 and the Fire Chief and Police Chief bargaining units agreed to an increased contribution of 2% as well. At this time, all bargaining units with the exception of one (SEIU) contribute 3-5% of CalPERS employer costs in addition to the employee cost. The City is entering negotiations with 4 bargaining units in 2022. Estimated completion: to be determined pending negotiations. Responsible staff: City Management/Human Resources.
3. To ensure that its policy of allowing individuals to remain as members of City-sponsored health care plans upon retirement does not result in additional costs for the City, El Cerrito should calculate the subsidy it provides to those retirees and charge them for the difference in cost resulting from their inclusion in the health care pool	The Administration Agrees with this Recommendation – The Administration intends to work with its benefits broker to determine the cost of the implicit subsidy that is provided to retirees by allowing them to stay on the City's plan (at the retiree's cost), and work with the City Council on implementing this subsidy fee to those respective retirees. March 2022: This item is completed.	• City staff worked with our benefits broker to determine the best way to deal with the implicit subsidy and, working with the insurance vendors, concluded that separating out the retirees from the active employees as a separate group, and calculating related costs for each group, was the best way for the subsidy to be recognized and dealt with. This means that the retirees will be paying their total share and not the subsidized active employee cost; which not only eliminates the subsidy but will also in time eliminate the OPEB liability completely. This also resulted in a decrease from what the City had budgeted for employee health care costs. This was implemented during the open enrollment window at the end of 2021 and is now in place. As of now and going forward, the retirees are charged their own costs in their own group and the City only pays for the active employee health care costs that do not include the implicit subsidy of the retiree health care costs.



High Risk Issue # 2

Budget Development and Monitoring

Overview: The City is committed to continuous improvement in implementing policies and procedures that conform with best practices in local government, and to provide information to the City Council and the community in order to make informed and educated decisions.

High Risk Area #2 - State Auditor Recommendations	Response	Corrective Action March 2022
1. El Cerrito should adopt GFOA budgeting best practices that specifically include the following: - Using historical trends and analysis as the basis for financial projections. - Expanding its monthly revenue and expenditure budget updates to include comparisons to actual results to minimize overspending - Establishing procedures to prevent, detect, and correct deviations from adopted budgets during the fiscal year to ensure that departments do not significantly overspend.	The Administration Agrees with this Recommendation – The Administration believes in continuous improvement. The Administration is committed to implementing procedures that hold departments accountable in keeping with best practices. The Administration does adhere to GFOA Budgeting Best Practices (such as using historical trends analysis as the basis for projections, monthly updates do include comparison to actuals) and has consistently been awarded the GFOA Distinguished Budget Presentation Award. March 2022: This item is completed.	- The City continues to follow GFOA best practices to use historical trends and analysis as the basis for financial projections. Current pandemic conditions continue to provide uncertainty within the projections, however staff worked with our tax consultants and department directors to provide a five-year General Fund projection included in the FY 2021-22 budget document. Following the adoption of the budget and the receipt of ARPA funding, staff and the City Council has worked with Management Partners using a model to develop a ten-year General Fund projection. This was discussed with the City Council at their study session in August 2021, updated and shared with the Council in February and March 2022, and will continue to be updated with information and shared with the Council during the upcoming fiscal year budget process and ongoing. - On February 5, 2022, the City Council held a priority setting session where the priorities for the upcoming year were discussed in the context of beginning the FY 2022-23 budget process. - Departments were included in regular reporting to the City Council, including several presentations at the regular Council meetings in February and March 2022 that including reporting activities and end-of-year projections, and mid-year budget adjustments were presented to and approved by the City Council in March reflecting the reports and discussions with the City Council. - City staff has continued to improve budget reporting to City Council and now provides expanded quarterly updates that are presented at City Council meetings that include a narrative and department updates and trends for both revenues and expenditures. The new Finance Director and staff will work to further improve these reports as the Council desires.



2. To ensure accountability in the budget development process, city management should document the assumptions and data used to develop each department's projections of financial activity for the fiscal year. This information should be made available to the city council during the budget review and approval process.	The Administration Agrees with this Recommendation – The Administration plans to provide documentation of assumptions and data for Department projections to the City Council. Each Department will continue to be required to submit assumptions with revenue and expense projections as appropriate. March 2022: This item is completed.	City Management and the Finance Director worked with department directors and documented assumptions and data resulting in department budgets that were included within the adopted FY 2021-22 budget. Directors presented their budgets directly to the City Council during the FY 2021-22 budget hearings. This has continued through the fiscal year including additional department presentations to the City Council prior to the mid-year budget adjustments. City Management and Finance continue to meet with directors regularly to review progress.
3. To ensure accountability in monitoring the budget, city management should present monthly updates to the city council on the current status of departmental budgets and comparisons to prior year budgeted and actual amounts. City management should promptly seek approval of proposed budget adjustments by department when warranted. City management should also prepare and provide supporting documentation to justify any budget increases.	The Administration Agrees with this Recommendation – The Administration will consult with the Financial Advisory Board (FAB) to review the City's current Comprehensive Financial Policy, which calls for budgeting by Fund, to consider the impacts of budgeting by Department. If the FAB recommends and the City Council approves this policy change, the information provided to the City Council will provide justification by Department (including revenues, expenditures, and adjustments).	- City staff has continued to improve budget reporting to City Council and now provides expanded quarterly updates that are presented at City Council meetings that include a narrative and department updates and trends for both revenues and expenditures. The new Finance Director and staff will work to further improve these reports as the Council desires. Completed. - City staff has researched financial policies and continues to work with the Financial Advisory Board and City Council to determine any recommended updates to the Comprehensive Financial Policies that will ensure transparent and consistent reporting, including department information and accountability. The FAB has had discussions on this item at their monthly meetings and desires to work with the new Finance Director on any proposed changes to the policies. Estimated completion: FY 2021-22. Responsible staff: Finance Department/City Management.
4. To ensure that it fulfills its duty to guard the fiscal health of the city, the city council should direct staff to provide the information described above and regularly review such documents.	The Administration Agrees with this Recommendation – The City Council has directed staff to provide monthly and now quarterly financial reports, which has been done since mid-2020. The Administration is committed to continuing this practice that includes the recommendations from the State Auditor that are contained in this risk area. March 2022: This item is completed.	The City provided a monthly General Fund report to the City Council since 2020, and during FY 2021-22 improved and expanded the report to include a narrative and department trends and information, which is now provided quarterly.



5. To ensure that departments do not exceed their budgeted spending authority, the city should establish and enforce safeguards within its financial system that prevent expenditure from being incurred without appropriate budget authorization.	The Administration Agrees with this Recommendation -- The current financial policy and the adopted budget gives the City spending authority at the fund level, which permits departments to balance funding needs with available budgeted funds within the line-item budget. In the short term, the Administration will hold departments accountable to prevent the total departmental budget being exceeded. In the long term, departments will continue to be required to analyze their line item budgets to ensure there are adequate funds before submitting payment requests to Finance, and/or submit a budget transfer request to Finance moving funds where available to cover the expense. March 2022: This item is completed.	• City Management and the Finance Director have implemented policies for departments to monitor revenues and expenditures and hold staff accountable. Budget performance will be noted in future department director evaluations. Finance staff have been directed to and are returning payment requests to departments not in compliance with these policies and procedures and will report any discrepancies to the Finance Director or City Manager. Departments are being monitored by City Management to ensure appropriate spending within departments as well as compliance with the current financial policy to ensure spending authority by fund is not exceeded. As a result, General Fund expenditures came in under budget as of year-end FY 2021-22. • City Management is now in the process of restructuring of the Finance Department. The Finance Supervisor retired as of September 30, 2021 and the Finance Director left employment as of October 15, 2021. A new Finance Director was hired and began her position on March 1, 2022 and is evaluating staff and their functions as well as assessing the department's needs and workflow. A budget manager or financial analyst position is being considered that will specifically focus on budgeting and financial analysis for the City; in the interim the department will continue to work with Management Partners and other consultants to assist with financial analysis.
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**High Risk Issue # 3
Fiscal Recovery Plan**

Overview: The City will develop and implement a Fiscal Recovery Plan that will focus on financial sustainability and accountability.

High Risk Area #3 - State Auditor Recommendations	Response	Corrective Action March 2022
1. To ensure accountability in its fiscal recovery process, El Cerrito should develop and adopt a financial recovery plan by July 2021 that describes its goals and intended corrective actions, prioritizes its resources, identifies individuals responsible for monitoring its progress in implementing each action, and outlines when it anticipates completing key milestones related to each action. City management should also inform the city council quarterly of its progress in implementing the plan.	The Administration Agrees with this Recommendation – The Administration will expand upon the City’s existing Fiscal Response Plan to include the State Auditor’s recommended additions. This will be a living document that will continue to serve as the City’s roadmap to financial stability in FY 2025-26. The City Council will be informed quarterly on implementation progress.	The City Council met on August 31, 2021 and held a study session facilitated by local government consultant Management Partners to discuss the City’s short-term recovery and long-term financial sustainability. The Fiscal Recovery and Sustainability Plan (attached in draft form) is continuing to be developed and is expected to be adopted by the City Council in the coming months, likely during the upcoming budget process. This process has been delayed by the severe understaffing of the Finance Department due to the departure of the Finance Director and Finance Supervisor as well as continuing challenges to citywide staffing due to COVID-19 including the omicron surge beginning in late 2021. However, it should be noted that many of the items within the plan are being implemented and will be reviewed and updated for the FY 2022-23 budget process in consultation with the new Finance Director and City Council. Estimated completion: July 2022. Responsible staff: City Management.



**High Risk Issue # 4
Reducing Costs**

Overview: The City will work to ensure that expenses, particularly in personnel, are at appropriate levels within the City's resources while allowing the City to recruit and retain a talented staff to provide services. City management will work with all bargaining units to ensure fair and reasonable compensation that is consistent with ensuring the financial sustainability of the City.

High Risk Area #4 - State Auditor Recommendations	Response	Corrective Action
1. To identify potential savings and efficiencies, El Cerrito should perform the following tasks: - By September 2021, conduct an analysis of the organizational structure of the city and assess the functions it needs to achieve its goals - Based on the results of the organizational structure study, conduct an analysis of the duties and responsibilities assigned to each of the city's current staff positions to identify any overlapping areas of responsibility and inefficiencies. - Using the results of its organizational structure study and its analysis of duties and responsibilities, conduct a compensation study by comparing total compensation for its staff positions with compensation paid by other cities. Based on the results of this study, implement personnel and salary changes that would result in ongoing cost reductions	The Administration Agrees with this Recommendation - A comprehensive study of the City's classification and compensation structure (including total compensation – not just base salaries) would be beneficial to the City. However, costs are expected to exceed \$100,000. If the City Council directed the Administration to allocate funding for a comprehensive classification and compensation study, staff believes this cannot be completed by September 2021. A study of this magnitude must be completed by an industry expert. A Request for Qualifications (RFQ) would have to be developed, issued and a subsequent selection process would follow. In addition, the consultant's work would take several months of extensive research of comparing classifications and the intricacies of total compensation before the City would be provided with preliminary findings.	Staff has issued an RFP on February 3, 2022 and has received three responses at the closing date of March 11, 2022. As expected, costs are in the range of \$100K and above, with timelines of several months to complete the study. Staff are currently reviewing the proposals and will provide options to the City Council including whether or not to make budget amendments necessary to fund the study, or if the study should wait until the following fiscal year. Estimated completion: FY 2022-23. Responsible staff: Human Resources/City Management.



2. To better control its salary costs, El Cerrito should end its practice of providing city management authority to pay certain employees over the threshold established in its salary ranges	The Administration Agrees with this Recommendation - The Administration would study management compensation as part of the classification and compensation study recommended by the State Auditor. In 2020, the Administration suspended this practice for Management & Confidential employees and will consider eliminating this when the Management & Confidential Resolution is updated this fiscal year. However, this practice was not suspended for members of the Public Safety Management Association (PSMA) as they are a bargaining unit, therefore, the City would have to engage in a meet and confer to discuss the possibility. The Administration cannot unilaterally impose the elimination of this practice to the PSMA.	This practice has been indefinitely suspended for the Management and Confidential group, with a permanent change to be considered pending the completion of a classification/compensation study that will help determine the appropriate compensation system structure. This study may also be used as a basis for discussions on compensation during future negotiations with the PSMA. Estimated completion: FY 2022-23. Responsible staff: Human Resources/City Management.
3. Based on the results of its comprehensive analysis, El Cerrito should do the following: - Freeze salary increases for management with salaries above those of comparable cities until they are in line with those salaries. For positions with salaries above those of comparable cities that are represented by bargaining units, the City should not agree to additional salary increases until those positions' salaries are in line with salaries in comparable cities - Seek to eliminate or consolidate positions that have overlapping responsibilities	The Administration Partially Agrees with this Recommendation – The Administration would study management compensation as part of the classification and compensation study recommended by the State Auditor. The Administration has already taken action to freeze salaries, as no unrepresented employees have received merit increases this fiscal year and received no COLAs. In addition, the Administration imposed 26 non-paid furlough days (roughly a 10% reduction in pay) for FY 2020-21 for unrepresented Management employees. March 2022: This item is completed.	- The City has frozen salary increases for Management/Confidential since FY 2019-20 and FY 2021-22. Because this group has not had any increases in two fiscal years, based on discussions with local colleagues the salaries for this group are expected to be well behind the market of comparable cities at this time. The PSMA bargaining unit declined to defer their salary increases for FY 2021-22, however two of the units within PSMA (Police Chief and Fire Chief) agreed to increase their CalPERS contribution by 2%. - Staff will consider conducting updated salary/benefits surveys for positions within the Management group to confirm that compensation is within the market of comparable cities/agencies; however due to limited staff resources this has not taken place at this time. - Considering the layoffs that have been implemented and vacancies throughout the organization, at this time there are no positions that have overlapping responsibilities; the management/confidential positions have had to take on the work of vacant/eliminated positions in order to continue to provide services to the public.



4. To reduce its fire department's costs, El Cerrito should develop a timeline by July 2021 for controlling the department's personnel expenditures, such as through negotiated salary reductions or freezes.	The Administration Partially Agrees with this Recommendation – The Administration continues to look into personnel cost reduction options Citywide, however, the Administration has no ability to impose salary reductions or freezes on the two bargaining groups that represent sworn members of the Fire Department. Any proposals from the Administration are subject to meet and confer and there is no obligation from the labor groups to accept. In 2020, the Administration negotiated an	City Management worked with Local 1230, who represents Fire Department employees, to discuss the City's current financial situation and this recommendation during the FY 2021-22 budget process. Local 1230 declined to defer their salary increases for FY 2021-22. The current MOU expires in June 2022 and City Management will work with the City Council with respect to its direction and authority during negotiations for the next MOU. Estimated completion: 2022. Responsible staff: Human Resources/City Management.
5. To reduce its police department's costs, El Cerrito should perform the following by December 2021: - Assess the services provided by the police department to identify opportunities to reduce its staffing levels - Negotiate with its police union to increase the overtime threshold for sworn officers to 86 hours over 14 days to 80 hours over 14 days.	The Administration Partially Agrees with this Recommendation – The Administration continues to look into personnel cost reduction options Citywide, however, the Administration has no ability to impose salary reductions or freezes on the two bargaining groups that represent sworn members of the Police Department. Any proposals from the Administration (including those regarding overtime) are subject to meet and confer and there is no obligation from the labor groups to accept. In 2020, the Administration negotiated an elimination of a 3% COLA set to take place in January 2020 and another 3% COLA set to take place in January 2021. In addition, the Police Chief has conducted several assessments and implemented a restructuring of the Police Department in order to achieve cost savings while still maintaining critical public safety service within the community.	City Management worked with the El Cerrito Police Employees Association (PEA), who represents Police Department employees, to discuss the City's current financial situation and this recommendation during the FY 2021-22 budget process. PEA declined to defer their salary increases for FY 2021-22. The current MOU expires in June 2024. Estimated completion: unknown. Responsible staff: Human Resources/City Management.



6. To identify all available options to reduce its costs for its fire and police services, El Cerrito should perform an analysis by December 2021 to determine whether it would be more cost-effective to contract with nearby fire or police departments for services.	The Administration Does Not Agree with this Recommendation – The Administration would study public safety personnel costs as part of the classification and compensation study recommended by the State Auditor. Per conversations with the State Auditor, the intent of this recommendation was for the City to “receive a cost estimate.” However, the Administration believes that it is professionally necessary that this analysis of this magnitude must be a comprehensive study completed by an industry expert(s) to extensively evaluate the detailed service delivery impacts in contemplating an outsourcing of both of the City’s Public Safety Departments. There would be significant impacts to current sworn employees that would have to be to extensively evaluated. The amount of work necessary plus the costs involved to complete such an analysis is not realistic by December 2021. After the City Council is informed by the classification and compensation study, the City Council can determine if this is an area they would like the Administration to study, and allocate the appropriate resources to complete.	• The City Council discussed this during their study session in August 2021 and did not direct staff to perform such an analysis at this time. The Council remains interested in the results of the classification/compensation study that will be conducted to inform their discussions on these departments, however the Council is not currently considering contracting out for public safety services.
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**High Risk Issue # 5
Increasing Revenues**

Overview: The City continues to explore all opportunities for increasing revenues through various fees within all departments, in addition to the recommendations listed. The Master Fee Schedule for FY 2021-22 is currently being developed for City Council approval in May 2021, where increases will be reviewed and considered. City staff also continuously seeks and utilizes grant opportunities to supplement revenues.

High Risk Area #5 State Auditor Recommendations	Response	Corrective Action March 2022
1. To more fully recover costs at its swim center after the pandemic, the city should perform the following: - Conduct an analysis to identify the demand for the swim center under normal conditions at different times – including holidays, weekends, and when the public has restricted access to neighboring swim centers – and determine whether increasing single-use fees during these hours could better cover the costs of operating the swim center - Establish separate single-use fees in its master fee schedule for nonresidents at the swim center, in order to increase revenue	The Administration Agrees with this Recommendation – The Administration plans to conduct an analysis during normal conditions (not during the current pandemic). The Administration has concerns over the potential disproportionate accessibility impacts to minority and low-income communities as a result of further increasing swim center fees.	- As of FY 2021-22 Master Fee Schedule, fees were increased on certain categories including drop-in swim; passes do have a resident/non-resident pricing structure. - The Master Fee Schedule includes a holiday surcharge for when the swim center is open on a holiday, and on those days only drop-ins are accepted (no passes) that includes the holiday surcharge with both resident and non-resident prices. - Staff will conduct an analysis on swim center demand and cost recovery once normal operations resume and a typical season can be conducted. Since the pandemic is ongoing, the date of completion cannot be estimated at this time. - Staff will again review current and projected costs for the upcoming FY 2022-23 Master Fee Schedule process, so that incremental cost increases will be considered. Estimated completion: to be determined. Responsible staff: Recreation Department.



2. To more fully recover costs for its senior services, the city should do the following: ◦ By August 2021, assess free and low-fee senior activities and prepare an analysis for the city council that includes a plan for recovering the full cost of these activities ◦ Continue to seek opportunities to sublease its modular buildings and move senior activities to the city-owned community center or clubhouses	The Administration Agrees with this Recommendation – The Administration plans to conduct an analysis during normal conditions (not during the current pandemic) to appropriately understand the current demand for service. Senior Services have been closed for the past year and will not likely be reopened before August. The Administration has racial equity concerns that increasing fees for Senior Services could have serious implications for the City’s most vulnerable residents, most of whom are on fixed incomes. The Administration also agrees with the State Auditor’s recommendation regarding subleasing its costly modular buildings and moving senior activities to city-owned spaces.	• Senior services are beginning to be reinstated and staff has consolidated staffing and services that are now offered at the Community Center; because staffing has been reduced this has in turn has reduced expenses. Currently the classes that are being offered in this division are at the department’s normal cost recovery share structure and not at the free or low-fee level. • Staff will conduct an analysis on demand for senior services once normal operations resume and a typical operation can be conducted. Since the pandemic is ongoing, the date of completion cannot be estimated at this time. • Staff will again review current and projected costs for the upcoming FY 2022-23 Master Fee Schedule process, so that incremental cost increases will be considered. Estimated completion: to be determined. Responsible staff: Recreation Department. • Staff is currently in negotiations with the Kensington Police Protection and Community Services District for subleasing one of the modular buildings for the District’s temporary use, which will offset part of the City’s monthly charges. Details including costs and length of use are still being discussed at this time. If successful, the likely timing that the District would begin using the space and offsetting City costs would be Summer 2022. Estimated completion: FY 2022-23. Responsible staff: Recreation Department/City Management.
3. To more fully recover the costs of the emergency medical services it provides, El Cerrito should conduct an analysis by July 2021 to identify the cost to the city of providing such services. Using this analysis, El Cerrito should consider the following: ◦ Determine whether it can renegotiate its contract with Contra Costa County ◦ Determine whether charging fees for its services would be cost-effective considering any additional administrative costs it may incur ◦ Pursue other options to generate revenue	The Administration Agrees with this Recommendation – The Administration has completed a preliminary investigation on this issue and will provide this information in written form to the City Council. The City can conduct a more robust and finalized analysis if directed by the City Council. Regarding additional revenue opportunities, the Administration is currently developing an analysis reviewing various Fire Department fees to determine if fees align with actual costs. Recommendations will be brought forward to the City Council as a part of the budget process.	• Staff has conducted preliminary research regarding increasing emergency fees and will provide information to the City Council in April, and upon direction will initiate further analysis. This item has been delayed due to staffing challenges resulting from vacant Battalion Chief positions that have just recently been filled. Estimated completion: July 2022. Responsible staff: Fire Department/City Management.



SUPPLEMENTAL AGENDA MATERIALS

REGULAR CITY COUNCIL MEETING

June 7, 2022

(Revised June 9, 2022)

PUBLIC COMMENT INDEX

1. Public Comments received

Agenda Item 6A – Marin Clean Energy Programs and Resources

1. Presentation

Agenda Item 8A – CITY COUNCIL/PUBLIC FINANCING AUTHORITY/EMPLOYEE PENSION TRUST BOARD ITEM

Proposed Fiscal Year 2022-23 Budget

1. Presentation



SUPPLEMENTAL AGENDA MATERIALS PUBLIC COMMENT INDEX

REGULAR CITY COUNCIL MEETING June 7, 2022

The following Public Comments were **received by 4:00 p.m. 6/7/2022**, were provided directly to City Councilmembers in advance of the meeting, and were posted online as supplemental materials at www.el-cerrito.org/CouncilMeetingMaterials

Public Comments – Items Not on the Agenda

1. Peter J. Pan
2. Steve Price
3. Cordell Hindler
4. **Buddy Akacić (received at meeting)**

Agenda Item 5E – Second Reading and Adoption of an Ordinance of the City of El Cerrito establishing a Military Equipment Use Policy

1. Sherry Drobner
2. Alissa Hauser

Agenda Item 8A – CITY COUNCIL/PUBLIC FINANCING AUTHORITY/EMPLOYEE PENSION TRUST BOARD ITEM

Proposed Fiscal Year 2022-23 Budget

1. Seth Morrison
2. Nick Brooks
3. Miguel Gravelle Izaguirre
4. Ida Poberezovsky
5. Zach Weinstein
6. Jessie Papalia
7. Allison Cooper
8. Josh Rose
9. John Qua
10. Shobit
11. Danielle Waters Westbrook
12. B. Tomi Nagai-Rothe
13. Vanessa Warheit
14. Sherry Drobner
15. Zach Weinstein

From: [Peter P](#)
To: [City Clerk](#)
Subject: Not on Agenda, It is Time to End Eviction Moratorium
Date: Tuesday, May 31, 2022 9:52:53 AM

Honorable City Council Members:

State law AB2179 extends eviction protection to the end of June for tenants who have applied for rental assistance before the end of March.

But since California has ended the state's rent assistance program, AB2179 also specifically allows for unlawful detainer eviction after April 1st for non-payment of rent. It is for this reason that forbidding eviction without providing rent assistance would violate the taking clause of the 5th Amendment of the United State Constitution which reads: "Nor shall private property be taken for public use, without just compensation".

"The clause is intended to uphold the principle that the government should not single out isolated individuals to bear excessive burdens, even in support of an important public good".

El Cerrito City's eviction moratorium beyond April 1, 2022 does just that — Taking private property for public use without just compensation because the city does not have the money nor the intention to compensate housing providers who are singled out to bear excessive burden to house deadbeat tenants.

It is time for our city to end the eviction moratorium.

Peter J. Pan
Real Estate Broker



WE APPRECIATE YOUR REFERRALS.

From: [STEVEN PRICE](#)
To: [City Clerk](#)
Subject: For the El Cerrito City Council
Date: Thursday, June 2, 2022 11:06:43 AM
Attachments: [EC Strollers & Rollers on BART access 6_2_22.pdf](#)
[EC Strollers and Rollers flyer.pdf](#)

Dear El Cerrito City Clerk,

Please share the following documents with the El Cerrito City Council before the next Council meeting.

Steve Price



EL CERRITO **STROLLERS & ROLLERS**

Low-carbon access to the fruits of the city

June 2, 2022

Dear El Cerrito City Council,

To encourage the move away from dependence on cars for local travel, we have formed a new community group to help people learn about better options. We are calling ourselves El Cerrito Strollers & Rollers. We borrowed the name from the Albany Strollers & Rollers with their enthusiastic blessing. In addition to introducing ourselves, we are writing in response to a recent petition in opposition to the removal of parking spaces at the El Cerrito Plaza BART station to make way for new housing. By encouraging El Cerritans to explore alternative modes of transportation and advocating for complete streets that are safe for all users, we hope to help obviate the need for those parking spaces at the El Cerrito Plaza BART.

El Cerrito Strollers & Rollers believes that the future of personal transportation for the Bay Area can't just be two- or three-ton cars, even if they are electric. If we do nothing more than swap internal combustion engines for electric motors, but otherwise change nothing about how we travel daily, then we have to live with the consequences: the decline of public health, increasing threats to pedestrians, undermining of community life, and the enormous financial burden on local government imposed by the infrastructure demands of automobiles.

If we are to avoid a hellish future of planetary decline, those of us who can — and that is most of us from 8 to 80 — can and should walk and bicycle, or learn to use light-weight electric vehicles right-sized for local travel. We know that some people really do need cars at some moments, and we don't expect everyone to give up their full-size car, but we do believe that with the right planning and infrastructure most of us can shift from using them for every local trip.

Forty-two percent of travel trips in America are for two miles or less. In El Cerrito, where geographically nothing is very far from anything else—almost no one lives more than two miles from a BART station. It shouldn't be necessary to drive a freeway-grade car to get to BART, get a haircut, or pick up a prescription.

We live in a town with significant topographic challenges, yet technology is rapidly addressing this challenge. Electric bicycles are coming down in price while powered with increasing torque to carry riders easily uphill. Vespa-style electric scooters are growing in popularity, also melting away the challenges of topography with the effortless twist of a throttle. Mini-electric cars are starting to be produced and sold in America that will allow people to sit inside, protected from the elements with heating and cooling, just like the big cars. The parking requirements for all these modes is a fraction of what full-size cars demand.

We know that there are many El Cerrito residents who expect that our streets and parking spaces needn't change to meet the frightening future of climate change as long as people switch to electric cars. We appreciate electric cars as an improvement, but it is not a panacea. It seriously underestimates the magnitude of the threat and how long it takes for drivers to commit themselves to purchasing a new car. The move to electric micromobility can happen much quicker with bigger results if we as a community embrace it.

El Cerrito Strollers & Rollers' first public event was having a table at Bike to Wherever Day on May 20 at the Plaza BART. In two hours, we got names and contact info from 53 people. Included with this letter is the flier we handed out at Bike to Wherever Day describing El Cerrito Strollers & Rollers.

Sincerely yours,

El Cerrito Strollers & Rollers

Founders: Carrie Hobbs Schulman, Janet Byron, Laura Maurer, Steve Price, and Tess Taylor

CC: BART

EL CERRITO

STROLLERS & ROLLERS

Low-carbon access to the fruits of the city

Streets for people, not just for cars

Following World War II, most Americans came to consider it normal for adults to need a 2-ton car to access the things of daily life—a haircut, groceries, a hardware store, a park. In a time of climate crisis, exorbitant housing costs, expensive health care, and stagnant wages, requiring each adult to own a vehicle that costs \$5,000 to \$10,000 a year is neither economically sustainable nor wise for the planet. It also diminishes community, makes our streets less safe, and excludes kids and the elderly.

Join El Cerrito Strollers & Rollers in advocating for mobility choice—streets that safely welcome sustainable, equitable, and fun alternatives to the automobile for local travel in El Cerrito.



Pedestrian



Scooter



Bicycle



Electric Moped



***Neighborhood
Electric Vehicle***



Car Share



Transit

Write to shprice@me.com to join El Cerrito Strollers & Rollers.

EL CERRITO **STROLLERS & ROLLERS**

Low-carbon access to the fruits of the city

El Cerrito Strollers & Rollers believe that El Cerrito can be a prosperous model city with a small carbon footprint and a healthy citizenry.

Our goals include:

1. **Make bike and pedestrian access to destinations in town safe, easy, and fun** for people of all ages and abilities, and build community between El Cerrito and Richmond Annex. This includes designating clearly marked east-west corridors across the city, providing safe street crossings and better access to assets on both sides of San Pablo Avenue, including the Bay Trail and the Ohlone Greenway.
2. Determine and mark **safe routes for kids** to schools and places of interest, such as parks and the library. Imagine everyone from 8 to 80 being safe crossing town.
3. **Encourage businesses to welcome customers arriving by bicycles**, for example by providing more bicycle racks in town near business entrances. Remind businesses that loyal customers don't all come by car!
4. **Affirm implementation of the Complete Streets element of El Cerrito's San Pablo Avenue Specific Plan** to provide access to retail and services for car-free residents living on or near the avenue.
5. Explore/plan **park streets or pedestrian-oriented streets** that limit auto access.
6. **Advocate for non-automobile access to the BART stations**. Make sure it feels safe to arrive at BART by means other than a car.

Sign up to El Cerrito Strollers & Rollers to support a more joyful and sustainable infrastructure for us all: janetlesliebyron@gmail.com



From: [Cordell Hindler](#)
To: [City Clerk](#)
Subject: Public Comments- Not on the Agenda
Date: Thursday, June 2, 2022 6:06:38 PM

Good Evening Mayor Quinto, Council Members and Staff,

I have some comments for the Record

1. For the July 19th Agenda, the Council Should invite Lavonna Martin to Provide an Update on Homelessness
2. Also to Have Sabrina Landreth to provide a Report on How COVID has Impacted Park Services

Sincerely
Cordell

Some Progress in a Year with Many Challenges

[The Byline asked Paul Fadelli to evaluate his year as Mayor. Herewith, his response.]

BY PAUL FADELLI

IN THE SIXTH grade, I ran for Student Council at Mira Vista School in El Cerrito when John F. Kennedy was president. I came in dead last. It would take nearly six decades before I would be Mayor of my hometown this year. What a year it has been!

It has included a range of problems resulting from COVID-19 and its economic and social impacts; the constant threat of wildfires in the East Bay hills; racial tensions and debates on police accountability; an unstable economy; and El Cerrito remaining on the top ten list of the State Auditor's financially troubled cities in California. We were in a bad financial place in El Cerrito last

January. We ended up better—but we still have a long way to go.

When I was sworn in a year ago, I presented my five top priorities for 2021 that I would focus on. Some progress has been made. Let me give a brief update on the goals I mentioned.

Goal #1. Focus Primarily on the City's Troubling Finances

This City began FY 20-21 with no budget reserves, a lack of potential revenues and the need to take action to get back on track. With the Council supporting the State Auditor's Report on El Cerrito as a roadmap, this city held public forums and Council made very difficult decisions which resulted in a balanced budget, a \$4 million surplus/10% reserve and no new taxes. And this was without applying the \$6 million federal relief funds we received from the American Rescue Plan. It took public concern, dedicated staff work and difficult budget and service cuts,

but we are at a better place to continue our structural changes to get to fiscal sustainability.

JUN 07 2022

Goal #2. Focus on Wildfire Prevention and Abatement

This year we expanded our fire abatement efforts and passed a resolution which designated wildfire prevention and safety as a top priority. We also passed a resolution to determine if a regional Vegetation Management Joint



Power Authority (JPA) could benefit El Cerrito and the East Bay in achieving grants and improving firefighting coordination. I am also proud, that with difficult budget actions, we were able to keep Fire Station 72 open and reject cuts to our fire safety budget.

Goal #3. Establish "Equity" Considerations for Council Actions

I am very pleased that Council agreed that we need to look at our city actions through a new lens that allows discussion and scrutiny to assure greater equity in our community. In addition to financial, environmental and legal considerations, staff and Council members will have to also ask questions about "equity" impacts concerning the policies and ordinances we pass. With the City Manager's assistance, Council also agreed this goal should be broadened to assure that our city's administrative operations also include important equitable considerations.

Goal #4. Pass an Anti-Plastic Foodware Ordinance

Like other local communities, I was pleased that we recently passed an ordinance that will cut down on plastic waste by requiring prepared food providers to use compostable food ware items. This ordinance includes a lot of public outreach, information and extended deadlines so our restaurants will have plenty of time to implement.

Goal #5. Update our Climate Action Plan

In a year of needed climate action, this effort will have to be continued into next year because of an ongoing reality we will have to deal with — inadequate staff due to recent budget cuts, furloughs and transitions. Both city residents and Council members may be frustrated that a decreased city staff won't allow every priority to be undertaken as soon

as they would like.

Maintaining critical services remains our priority as we re-staff when funding becomes available. Thanks to the remaining city staff that has had a very difficult year and still must hang in there with many assignments.

Again, despite a year with a myriad of difficult problems; this has still been a productive year in El Cerrito on several fronts. As I leave the Mayorship in December, I plan to continue as a Councilmember to focus on our finances (because we must), work to assure that the Plaza BART station development will be of benefit to El Cerritans as a new city center with a library, work to address growing homelessness, build back and improve our retail sector, and work on public safety and mental health response issues with a supportive Police Department.

Thank you, El Cerrito, for allowing me to work on your behalf.



El Cerrito Needs a Senior Center

All surrounding cities of the East Bay have city-sponsored senior centers. Currently, there is no place in El Cerrito dedicated to supporting the unique needs, interests, and abilities of senior citizens. Its residents are denied the benefits one could provide and want to see a plan for provision of a Sr. Center.

RECEIVED

We, the undersigned, call on the City of El Cerrito to make this a priority.

JUN 07 2022

City of El Cerrito
City Clerk

SIGNATURE

ADDRESS

PHONE OR EMAIL

Suddy	[REDACTED] EL CERRITO CA 94530	[REDACTED] 325
David	[REDACTED]	David [REDACTED]
Richu	[REDACTED] El Cerrito	rgu [REDACTED]
John M	[REDACTED] El Cerrito	[REDACTED] 678
Linda	[REDACTED] El Cerrito	lsc [REDACTED]
Linda	[REDACTED]	[REDACTED]
Chul	[REDACTED] El Cerrito	[REDACTED]
Agnes	[REDACTED] El Cerrito 94530	[REDACTED]
Francis	[REDACTED] 94804 Richmond CA	franc [REDACTED]
Andy	[REDACTED] El Cerrito	[REDACTED]
Joyce	[REDACTED] EC 94530	joyce [REDACTED]
Ingrid	[REDACTED] ve Rich	[REDACTED] 58
Adalberto	[REDACTED] E.C.	[REDACTED] 067
Regina	[REDACTED] Albany, CA	[REDACTED] 950
Tricia	[REDACTED] Albany, CA	[REDACTED] 804
Rosemar	[REDACTED] oakland CA- 94611	[REDACTED] 626



El Cerrito Needs a Senior Center

All surrounding cities of the East Bay have city-sponsored senior centers. Currently, there is no place in El Cerrito dedicated to supporting the unique needs, interests, and abilities of senior citizens. Its residents are lacking in the benefits one could provide and want to see a plan for provision of a Sr. Center.

We, the undersigned, call on the City of El Cerrito to make this a priority.

SIGNATURE	ADDRESS	PHONE OR EMAIL
[Signature]	[Redacted] Ave	
[Signature]	[Redacted] Ave	
[Signature]	KENSINGTON	
Tony	[Redacted], EC	
Claire	[Redacted] EC	
Jane	[Redacted] RD	NBA [Redacted]
[Signature]	[Redacted] El-Sobranite	[Redacted]
Barbara	[Redacted] El	El Cerrito
[Signature]	[Redacted] San Pablo CA 94806	djze [Redacted]
[Signature]	[Redacted] EL CERRITO, CA 94530	JACK [Redacted]
[Signature]	[Redacted] San Pablo CA 94806	Jenna [Redacted]
[Signature]	[Redacted] EC	[Redacted] 45
[Signature]	[Redacted] Pablo Ave.	[Redacted] 210
[Signature]	[Redacted] El Cerrito	[Redacted] 433
[Signature]	[Redacted] El Cerrito	[Redacted] 770



El Cerrito Needs a Senior Center

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We, the undersigned, call on the City of El Cerrito to make this a priority.

SIGNATURE	ADDRESS	PHONE OR EMAIL
[Signature]	[Redacted] Albany CA	[Redacted] 225
Susan	[Redacted] Albany	Susan [Redacted]
[Signature]	[Redacted] AND	560 [Redacted]
[Signature]	[Redacted] St	Galloway [Redacted]
[Signature]	[Redacted] Alameda	Jack [Redacted]
[Signature]	[Redacted]	NOT BUSINESS AT CAMDEN
[Signature]	[Redacted] Danby	Santa Rosa [Redacted]
[Signature]	[Redacted]	[Redacted] 489
[Signature]	[Redacted] Dr.	[Redacted] 792
[Signature]	[Redacted] St RICHMOND	goldstein [Redacted]
[Signature]	[Redacted] St Berkeley	Quidez [Redacted]
[Signature]	[Redacted] El Cerrito	gdrager [Redacted]
[Signature]	[Redacted]	[Redacted]
[Signature]	[Redacted] Ave	Email
[Signature]	[Redacted]	Victor [Redacted]



El Cerrito Needs a Senior Center

All surrounding cities of the East Bay have city-sponsored senior centers. Currently, there is no place in El Cerrito dedicated to supporting the unique needs, interests, and abilities of senior citizens. Its residents are lacking in the benefits one could provide and want to see a plan for provision of a Sr. Center.

We, the undersigned, call on the City of El Cerrito to make this a priority.

SIGNATURE

ADDRESS

PHONE OR EMAIL

<i>Edith</i>	[REDACTED]	[REDACTED] 712
<i>Rolando</i>	[REDACTED]	[REDACTED] 001
<i>Lern</i>	[REDACTED] 205	[REDACTED] 354
<i>Virginia</i>	[REDACTED] Ave	[REDACTED] 837
<i>Walter</i>	[REDACTED]	[REDACTED] 323
<i>Alfred</i>	[REDACTED] El Cerrito	Vchin [REDACTED] 510
<i>Doris</i>	[REDACTED] Mill Valley,	dawec [REDACTED]
<i>Shirley</i>	[REDACTED] El Cerrito	swelte [REDACTED]
<i>Bob</i>	[REDACTED] Berkeley, CA	reelock [REDACTED]
<i>Joe</i>	[REDACTED]	[REDACTED] 792
<i>Eileen</i>	[REDACTED]	[REDACTED] 930
<i>James</i>	[REDACTED]	[REDACTED] 977
	El Cerrito CA 94530	
	El Cerrito, CA 94530	
<i>Wendy</i>	[REDACTED]	[REDACTED] 457
<i>Linda</i>	[REDACTED] EC, 94530	[REDACTED] 281
<i>F. C.</i>	[REDACTED] E.C 94530	[REDACTED] 130

From: [Sherry Drobner](#)
To: [City Clerk](#); [Tessa Rudnick](#); [Lisa Motoyama](#); [Gabe Quinto](#); [Paul Fadelli](#); [Janet Abelson](#)
Cc: [Paul A. Keith](#); [Karen Pinkos](#)
Subject: Public Comment: Military Equipment Policy
Date: Saturday, June 4, 2022 3:09:42 PM

Dear Council Members,

I am very sorry that you are moving ahead with an ordinance for military weapons in our city, without greater community engagement. I am also in need of clarification of the authorization process. Can the Police Chief purchase 6 additional sub-machine guns to add to his arsenal, without City Council approval? Does this ordinance provide a blanket approval of purchase? Would the community be notified prior to this purchase? Could you please clarify?

As I recall, The Police Chief purchased a drone without City Council approval. As a result, the City Council held a public hearing and developed a drone policy. This policy has never been re-evaluated publicly, as had been promised. Furthermore, I noted that the so-called Drone Logs are missing for the months since August of 2021. I also note that the logs for the months preceding August 2021 are often blank. Either the drone is not in use or whoever is in charge is not documenting the use. So, please explain why the Police Chief is asking for an additional drone.

At the last City Council meeting I believe the Police Chief discussed a community report back, but he described the engagement as a report back (end of the fiscal year) to broadly cover all police operations rather than a specific engagement on the increased militarization of our local police equipment. I am concerned about the lack of transparency and clarity on this issue. I hope that the City Council will clearly include language in the ordinance that outlines the requirement of community engagement before, not after purchase of military weapons.

I do hope that you will address some of the questions I raised at the next Council meeting so that as a member of the public I will be clear about what I assume will be your affirmative vote.

Sincerely,
Sherry Drobner

From: [ASH](#)
To: [City Clerk](#); [Tessa Rudnick](#); [Lisa Motoyama](#); [Gabe Quinto](#); [Paul Fadelli](#); [Janet Abelson](#); [Paul A. Keith](#); [Karen Pinkos](#)
Subject: Public Comment: Military Equipment
Date: Saturday, June 4, 2022 5:57:17 PM

Hello Council Members,

I was alarmed to hear from a neighbor that next week the City will be approving an ordinance that allows our Police Department to purchase military weapons with little to no oversight or accountability to the community. I'm surprised and concerned that the City Council is allowing this to happen.

I have been under the impression that the El Cerrito police department has been operating transparently and in partnership with the community. I also thought they prioritized forging good relationships with the residents of El Cerrito, which is why I am truly surprised that they are now seeking to become yet another over militarized police department.

If you do indeed approve this ordinance, I at least hope you will take steps to ensure there is meaningful community accountability as police use of military force escalates within our city.

Thank you for taking these concerns seriously.

Sincerely,
Alissa Hauser

From: [Seth Morrison](#)
To: [City Clerk](#)
Subject: Public Comment - Budget
Date: Saturday, June 4, 2022 9:45:24 AM

Testimony of Seth Morrison

El Cerrito, CA 94530

Hi, My name is Seth Morrison and I moved to El Cerrito 3 weeks ago and am speaking today as part of Fair Budget El Cerrito, a campaign of East Bay DSA.

I picked El Cerrito out of a desire to live in a progressive community that reflects my values and provides a safe and secure environment for ALL residents. I was disappointed to learn of the city's continued increases to the police budget and am participating tonight to ask the City Council to change course by reducing the police budget and investing in alternatives that will truly increase our safety and quality of life.

As has been shown again and again, police cannot prevent bad things from happening, and they are generally unable to address harm when it does happen. By funding violence prevention, social services, mental health services, and other public health supports through the county that have the potential to address root causes rather than perpetuating cycles of harm, we can increase public safety and address real social issues in El Cerrito.

To do this, we need staff, hired through the county or city, who are able to respond to high and low-intensity emergencies who are not connected to the police department, and do not inherently bring with them the threat of violence and incarceration.

My specific asks:

For the FY 22-23 budget, reduce the El Cerrito Police Department budget by least 20% (\$2.5 million), resulting in an FY 22-23 police budget of no more than \$10.05 million. In each subsequent annual budget for the following three years, the Council should reduce the ECPD budget by 10%, for a total of a 50% reduction over four years. The city should:

- Fund 2 full-time social workers through Contra Costa County's CORE program (Coordinated Outreach, Referral, & Engagement), and fully partner with the CORE program
- Allocate funding and staff time to explore a partnership with Richmond on their current [Reimagining Public Safety initiatives](#)
- Actively and directly build a partnership between the City of El Cerrito and the A3 Contra Costa Community Crisis Initiative (the Contra Costa County mental health hotline).
- Rehire any SEIU member city staff who were laid off or fired during the pandemic

Thank you.

--

Seth Morrison
He/Him/His
[REDACTED]

From: [Nick Brooks](#)
To: [City Clerk](#)
Subject: Public Comment - Budget
Date: Saturday, June 4, 2022 12:30:51 PM

Hello, my name is Nick and I'm an El Cerrito resident.

I'm here with Fair Budget El Cerrito, a campaign of East Bay DSA, to express my concern over the city's continued increases to the police budget and to ask the City Council to change course by reducing the police budget and investing in alternatives. I'm following up on my April testimony and multiple meetings our group has had with several city council members on this issue.

Specifically, we are calling on the El Cerrito City Council to pass a police budget for Fiscal Year 2022-2023 that is 20% smaller than the budget for 2021-2022, while ramping up investments in programs that actually provide safety and address root causes of crime.

Investments should include:

- Fund 2 full-time social workers through Contra Costa County's CORE program (Coordinated Outreach, Referral, & Engagement), and fully partner with the CORE program
- Allocate funding and staff time to explore a partnership with Richmond on their current [Reimagining Public Safety initiatives](#)
- Actively and directly build a partnership between the City of El Cerrito and the A3 Contra Costa Community Crisis Initiative (the Contra Costa County mental health hotline).
- Rehire any SEIU member city staff who were laid off or fired during the pandemic

Thank you for your time,

-

Nick Brooks

Hello, my name is Miguel Gravelle Izaguirre and I'm an El Cerrito resident.

I'm here with Fair Budget El Cerrito, a campaign of East Bay DSA, to express my concern over the city manager's proposed budget, which makes historically large increases to the police department budget over the objections of dozens of El Cerrito residents who have emailed, called, and given public comment, as well as over 100 El Cerrito residents this year and last year who signed petitions asking the City Council to reduce the police budget.

I'm asking the City Council to change course by reducing the police budget and investing in alternatives. I'm following up on my April testimony and the multiple meetings that Fair Budget El Cerrito has had with several city councilmembers on this issue.

We have called on the El Cerrito City Council to pass a police budget for Fiscal Year 2022-2023 that is 20% smaller than the budget for 2021-2022, and to continue cutting the police budget by 10% each of the next 3 years. We ask the City Council to reject the City Manager's proposal to increase police funding by over \$700,000 and instead cut the police budget, investing that money to ramp up investments in programs that actually provide safety and address root causes of crime and to increase investments in programs like the recreation department, community development, and affordable housing that have stagnated or shrunk in the last 5 years.

Those investments should include:

- **Fund 2 full-time social workers through Contra Costa County's CORE program (Coordinated Outreach, Referral, & Engagement), and fully partner with the CORE program. This is estimated by CORE staff to cost the city only \$250,000 a year.**
- **Allocate funding and staff time to explore a partnership with Richmond on their current [Reimagining Public Safety initiatives](#)**
- **Actively and directly build a partnership between the City of El Cerrito and the A3 Contra Costa Community Crisis Initiative (the Contra Costa County mental health hotline).**
- **Increase staffing and budget levels to at least 2018 levels in the recreation department.**
- **Rehire any SEIU member city staff who were laid off or fired during the pandemic**

For context, efforts to reduce our police budget have received a great deal of public support in recent years - including well over 100 residents signing a petition from El Cerrito Progressives last year, a large rally in 2020 during the uprisings following the death of George Floyd, and more than 100 residents who have signed a petition in support of the Fair Budget El Cerrito campaign. In April, roughly a dozen people spoke in favor of reducing the police budget, while others sent emails or provided written statements to the Council as well.

While El Cerrito may not be in the same dire financial straits we were a year ago, that is largely thanks to an unexpected surge in federal funding and property tax revenue. The proposed budget is not a sustainable way to prevent future financial mismanagement and overspending.

Even more important than the question of fiscal responsibility, is a question of *what* we spend our money *on*.

- The proposed budget continues the pattern of the police department constituting nearly 30% of city general fund expenditures.
- El Cerrito still has a smaller recreation department - a department that actually brings in revenue, unlike the police - than we did in 2018, both in terms of budget and staff. The budget in 2018 was \$5.8 million and there were 23 staff, the proposal for this year is for \$5.5 million and 18 staff. (p. 165 of proposed budget))
- The City Manager's proposed budget suggests *decreasing* the amount of money in our Low & Moderate Income Housing Asset Fund - the amount proposed in this year's budget is only \$30,000 more than was invested in 2018 (\$5.13 million in 2018 vs. 5.16 million proposed this year). (p. 57 of proposed budget)
- Community development (which includes affordable housing) has a proposed budget of \$3.1 million compared to \$3.2 million for last year (p. 87 of the proposed budget).

This brings us to the fact that police don't and can't prevent crime. This is justified by the following data from the California Department of Justice [here](#). To go into more detail:

- Safety is important to everyone. But police can not provide true public safety. Policing, as an institution, inherently relies on coercion, force, violence, and the threat of incarceration, and can only respond to issues like poverty and homelessness through criminalization.
- Across the country, police cause harm to Black people and other people of color. In El Cerrito, 50% of arrests are of Black people, even though Black people make up only around 5% of the total population.
- The root causes of crime are social - do people have housing, do they live in healthy and safe environments, do they have access to work that pays them well enough to live a good life? Policing addresses none of these issues.
- The vast majority of crimes that do occur in El Cerrito are property crimes, an important reminder that police do not spend the majority of their time responding to or solving incidents involving violence.
 - From 2011-2020, there were on average 9.3 times more property crimes than violent crimes reported each year in El Cerrito
 - Of those property crimes, on average 68.6% involved property valued at under \$400.
 - From 2011-2020, the clearance rate (rate at which someone is charged for a crime) for violent crimes was 26.9% and 9.1% for property crimes in El Cerrito.

Now you may be asking, what are the facts in El Cerrito? - Please see [2021-2022 City Budget from 116 onward](#) and [the El Cerrito Police Department's 2020 Annual Report](#). Specific details include:

- The El Cerrito Police Department makes up nearly 30% of the city's general fund expenditures. Even the California state auditor agreed, prior to this one-time surge in federal funding and the current real estate bubble, that El Cerrito needs to reduce its police budget.
 - Although we do not agree with all of their recommendations for how to reduce the budget, it is clear to anyone who looks at our budget that we are overspending on the police.
- Even with some reductions in the total number of funded positions (from 55 to 48), the actual police budget for Fiscal Year (FY) 2021-2022 was still an *increase* from the year before, from \$11.9 to \$12.25 million. This year's budget proposal would be an increase from \$12.25 to \$12.98 million, more than \$700,000.
- There is no documented "crime wave" - nationally or locally. For 2020, the last year we have data available, violent crime decreased from 152 reported incidents in 2019 to 114 reported incidents in 2020. There was also a 28% decrease in property crime from 2019 to 2020. This follows the general pattern, locally and nationally, of the total number of police officers not being directly correlated with the number of crimes that occur.
 - Given this information, a massive increase in the police budget is unnecessary, inexplicable, and unconscionable.

In conclusion, as has been shown again and again across the country, police cannot prevent bad things from happening, and they are generally unable to address harm when it does happen. By funding violence prevention, social services, mental health services, and other public health supports through the county that have the potential to address root causes rather than perpetuating cycles of harm, we can increase public safety and address real social issues in El Cerrito.

Thank you for your time.

Kind regards,
Miguel Gravelle Izaguirre

From: [Ida Poberezovsky](#)
To: [City Clerk](#)
Subject: Public comment - budget
Date: Monday, June 6, 2022 8:54:27 AM

Hello, my name is Ida and I'm an El Cerrito resident. I'm a mental health provider and educator who works with individuals who have experienced direct and indirect trauma due to policing.

I'm with Fair Budget El Cerrito, a campaign of East Bay DSA, and I'm writing to express my concern over the city manager's proposed budget, which makes historically large increases to the police department budget over the objections of dozens of El Cerrito residents who have emailed, called, and given public comment, as well as over 100 El Cerrito residents this year and last year who signed petitions asking the City Council to reduce the police budget.

I'm asking the City Council to change course by reducing the police budget and investing in alternatives. This is a follow up on my April testimony and multiple meetings Fair Budget El Cerrito has had with several council members on this issue.

We have called on the El Cerrito City Council to pass a police budget for Fiscal Year 2022-2023 that is 20% smaller than the budget for 2021-2022, and to continue cutting the police budget by 10% each of the next 3 years. We ask the City Council to reject the City Manager's proposal to increase police funding by \$700,000 and instead cut the police budget, investing that money to ramp up investments in programs that actually provide safety and address root causes of crime and to increase investments in programs like the recreation department, community development, and affordable housing that have stagnated or shrunk in the last 5 years.

Those investments should include:

- Fund 2 full-time social workers through Contra Costa County's CORE program (Coordinated Outreach, Referral, & Engagement), and fully partner with the CORE program. This is estimated by CORE staff to cost the city only \$250,000 a year.
- Allocate funding and staff time to explore a partnership with Richmond on their current [Reimagining Public Safety initiatives](#)
- Actively and directly build a partnership between the City of El Cerrito and the A3 Contra Costa Community Crisis Initiative (the Contra Costa County mental health hotline).

Increase staffing and budget levels to at least 2018 levels in the recreation department.

- Rehire any SEIU member city staff who were laid off or fired during the pandemic

While El Cerrito may not be in the same dire financial straits we were a year ago, that is largely thanks to an unexpected surge in federal funding and property tax revenue. The proposed budget is not a sustainable way to prevent future financial mismanagement and overspending. Even more important than the question of fiscal responsibility, is a question of *what* we spend our money *on*.

It is profoundly disappointing to see the city that I live in and pay taxes in continue to move in the opposite direction of actionable change for the improved public safety of my community. El Cerrito residents have been and continue to ask for a decrease in the police budget and simply to be considered as valuable in these discussions as representatives of the police department. We are asking you to prioritize and increase partnership with Richmond and Contra Costa County so that we may not fall behind as the cities around us reimagine public safety and become more equitable and community-focused places to live. As we develop public safety measures that are more holistic, trauma-informed, and person-centered than those offered by police, we create a truly safer community. That means focusing on affordable housing, recreation and childcare options, meaningful work opportunities, and social justice-based outreach programs for our most marginalized community members who are in danger of being policed.

Sincerely,

Ida

Hello, my name is Zach Weinstein and I'm an El Cerrito resident and member of East Bay DSA and an organizer of the Fair Budget El Cerrito Campaign.

I'm here to express my concern over the city manager's proposed budget, which would make a massive \$700,000 increase to the police department budget over the objections of hundreds of El Cerrito residents who over the last two years have taken action through emails, calls, public comment, signing petitions, and rallying, all asking the City Council to reduce the police budget. These numbers have occurred even with the added difficulty of organizing during a pandemic.

I'm following up on my April testimony, multiple meetings Fair Budget El Cerrito has had with several city Councilmembers on this issue, and emails that have been sent to every member of the council.

We have called on the El Cerrito City Council to pass a police budget for Fiscal Year 2022-2023 that is 20% smaller than the budget for 2021-2022, and to continue cutting the police budget by 10% each of the next 3 years. We ask the City Council to reject the City Manager's proposal to increase police funding by \$700,000 and instead cut the police budget, investing that money to ramp up investments in programs that actually provide safety and address root causes of crime. Those investments should include:

- Fund 2 full-time social workers through Contra Costa County's CORE program (Coordinated Outreach, Referral, & Engagement), and fully partner with the CORE program. This is estimated by CORE staff to cost the city only \$250,000 a year.
- Allocate funding and staff time to explore a partnership with Richmond on their current [Reimagining Public Safety initiatives](#)
- Actively and directly build a partnership between the City of El Cerrito and the A3 Contra Costa Community Crisis Initiative (the Contra Costa County mental health hotline).
- Rehiring any SEIU member city staff who were laid off or fired during the pandemic

We are also asking the Council to use money saved from our proposed cuts to increase investments in programs like the recreation department, community development, and affordable housing that have stagnated or shrunk in the last 5 years, including by increasing staffing and budget levels to at least 2018 levels in the recreation department.

Although some members of the Council have suggested that there is a crime surge in our surrounding area, they have provided no data to support such a claim in any of our meetings or email correspondence. Even if it were true, police do not even make arrests in the vast majority of crimes, let alone "solve" those crimes, and the vast majority of crimes that occur in El Cerrito are property crimes, which are largely driven by poverty, a problem that police cannot solve.

I want to also express my deep concern about the city's budget process, the general lack of meaningful democracy in El Cerrito, and some ideas for how the city should use its newfound resources (which would be further bolstered by making our proposed cuts to the police department) to address this problem:

My understanding is the next fiscal year begins in July, which would mean this budget needs to be voted on this month. The fact that the proposed budget would be on the agenda for tonight was not formally publicly posted as late as the morning of Thursday, June 2nd, as far as I could tell.

I and my co-organizers asked every member of the City Council we met with and emailed to let us know if there were formal opportunities for the public to give feedback and input on the budget. We never received that information, which either means a majority of city councilmembers did not share that information with constituents who explicitly requested it on multiple occasions, or that those formal opportunities didn't occur before this proposal was drafted. Either explanation is troubling, given the speed with which I assume this budget, which is the most important political decision this body makes every year, must be considered and voted on, and the fact that it was only published on June 3rd.

It is clear that our elected officials, and the overall body of the City Council, do not have the resources you need to govern in a transparent and open way with appropriate time and opportunity for public input. Instead, governing power is effectively vested in an unelected city manager, who proposes a \$700,000 increase to the police department in the wake of multiple years of hundreds of El Cerritans demanding cuts to that department, all while maintaining austerity level budgets for other city departments like recreation.

El Cerrito needs to pay a living salary to Councilmembers so the positions can be full time, or at least so anyone in the city can afford to run for the position. The Council needs its own dedicated legislative staff to be able to work on amendments to the proposed budget, to put on formal hearings and other events on the budget farther in advance than June, and to more regularly communicate the ongoing business of the city to the public. Councilmembers need office phones and dedicated voicemails to provide more avenues of contact between you and your constituents. The City could easily hire 5 full time legislative staff and take all of these democratic measures with just the money that is instead going to *increase* the police department budget, and have plenty left over for funding a full CORE team.

From: [Jessie Papalia](#)
To: [City Clerk](#)
Subject: Public Comment - Budget
Date: Monday, June 6, 2022 4:52:01 PM

Hello,

I am an El Cerrito resident and I would like to give public comment on the budget at tomorrow evening's City Council meeting. My written comments can be found below.

Thank you,

Jessie Papalia

Hello, my name is Jessie Papalia and I'm an El Cerrito resident, an elementary public school teacher, and a strong believer that our city's funding priorities teach children **what** we value and **who** we value in society.

I'm here with Fair Budget El Cerrito, a campaign of East Bay DSA, to express my concern over the city manager's proposed budget. We are here today asking the City Council to reject the City Manager's proposal to increase police funding by \$700,000. This is the biggest single-year increase of the El Cerrito police budget going back to at least 2018. I want to communicate a few things:

1. The proposed increase in police funding disregards the public will of the residents of El Cerrito. Efforts to reduce our police budget have received a great deal of public support in recent years - including well over 100 residents signing a petition from El Cerrito Progressives in support of decreasing the police budget last year, a large rally in 2020 during the uprisings following the death of George Floyd, and more than 100 residents who have signed a petition in support of the Fair Budget El Cerrito campaign. In April roughly a dozen people provided testimony in favor of reducing the police budget, and others have sent emails or provided written statements to the Council as well.

2. Arrest records in El Cerrito show a pattern of anti-black racism by the police. In El Cerrito, 50% of arrests are of Black people, even though Black people make up only around 5% of the total population. This fact is outrageous and highly damning of our police department.

3. The vast majority of crimes that do occur in El Cerrito are property crimes, an important reminder that El Cerrito police do not spend the majority of their time responding to or solving incidents involving violence. From 2011-2020, there were on average 9.3 times more property crimes than violent crimes reported each year in El Cerrito. Of those property crimes, on average 68.6% involved property valued at under \$400.

4. This connects directly to the bigger issue at hand: the root causes of crime are social - do people have housing, do they live in healthy and safe environments, do they have access to work that pays them well enough to live a good life? Policing addresses none of these issues.

5. Despite all of these facts, we spend nearly 30% of the city's general fund expenditures

on policing. Even the California state auditor agreed, prior to this one-time surge in federal funding and the current real estate bubble, that El Cerrito needs to reduce its police budget. Although we do not agree with all of their recommendations for how to reduce the budget, it is clear to anyone who looks at our budget that we are overspending on police.

I support all of the Fair Budget El Cerrito demands. We have called on the El Cerrito City Council to pass a police budget for Fiscal Year 2022-2023 that is 20% smaller than the budget for 2021-2022, and to continue cutting the police budget by 10% each of the next 3 years. We want to ramp up investments in programs that actually provide safety and address root causes of crime and increase investments in programs like the recreation department, community development, and affordable housing that have stagnated or shrunk in the last 5 years.

I will reiterate again: our city's funding priorities teach children **what** we value and **who** we value in society. We demand that our funding priorities teach El Cerrito's children to value Black and non-Black members of our community equally, to value addressing root causes of human suffering rather than reacting to surface-level symptoms, and to value the creation of a safe, nurturing, affordable, and supportive city for all community members.

Thank you for your time.

Jessie Papalia

From: [Allison Cooper](#)
To: [City Clerk](#)
Subject: Public Comment - Budget
Date: Monday, June 6, 2022 6:28:01 PM

For public comment on the proposed 2022-2023 budget at the June 7, 2022, El Cerrito City Council meeting:

My name is Allison Cooper, and I'm writing today with concerns from many parts of my identity and life experiences to support the demands of the East Bay DSA's Fair Budget El Cerrito campaign (which I have included below).

First, as an El Cerrito resident, I'm very concerned to see that the proposed budget contains a significant increase in policing costs, without investing in the community services we need to make our community safer. The solutions proposed by the Fair Budget El Cerrito campaign will improve safety in our community better than an increased police presence ever could.

As someone who has had loved ones in law enforcement, I'm aware of how policing can be an extremely difficult, stressful and scary job; I want to support and reduce the burden on these individuals by funding alternatives instead of investing further in a system that today puts individuals in law enforcement in unfairly dangerous situations and asks them to do more than any human should or possibly can do.

As a woman in a society overrun with gendered violence, I'm painfully aware of how our model for policing is unable to prevent or even reduce the types of violence that makes me feel unsafe walking alone at night, and can even make these situations worse.

As a supporter of our community's Black organizers and the mass movements represented in the uprisings of 2020, I aim to join their call for an end to the violence that policing causes to Black, Indigenous and other communities of color.

As an engaged member of our community, I've spoken with many fellow city residents about this in the past year, and am constantly inspired and heartened by the community's support for alternatives to policing and new solutions to community safety — and this proposal appears to be in direct opposition to this sentiment.

As a (relatively) young person, I want to see the change we need happen so that I have more hope for the future. As a creative, I believe we can do better than to continue investing in policing as a one-size-fits-all for diverse problems, and are capable of imagining new ways of doing this.

Finally, as someone with proud East Bay roots, I want to do what I can to further the beautiful values that our region has famously pushed for to help our nation progress toward a better future. Instead of overinvesting in a system proven again and again to be broken while furthering the systemic underfunding of city social services, El Cerrito can serve as a leader for better ways of keeping each other safe — with more effective, more inclusive, more proactive programs.

Thank you for your time and your work for El Cerrito,

Allison

As always, my comments here are as a private individual and not in any way connected to my capacity being involved in other City groups.

The demands of Fair Budget El Cerrito:

- Fund 2 full-time social workers through Contra Costa County's CORE program (Coordinated Outreach, Referral, & Engagement), and fully partner with the CORE program. This is estimated by CORE staff to cost the city only \$250,000 a year.
- Allocate funding and staff time to explore a partnership with Richmond on their current Reimagining Public Safety initiatives
- Actively and directly build a partnership between the City of El Cerrito and the A3 Contra Costa Community Crisis Initiative (the Contra Costa County mental health hotline).
- Increase investments in programs like the recreation department, community development, and affordable housing that have stagnated or shrunk in the last 5 years, including by increasing staffing and budget levels to at least 2018 levels in the recreation department.
- Rehire any SEIU member city staff who were laid off or fired during the pandemic.

From: [Josh Rose](#)
To: [City Clerk](#)
Subject: Public Comment - Budget
Date: Monday, June 6, 2022 6:55:09 PM

Hello, my name is Josh Rose and I'm an El Cerrito resident.

I am writing to express my concern over a City of El Cerrito Draft Proposed Budget for Fiscal Year 2022-23. I urge the El Cerrito City Council Members to invest in El Cerrito services that improve the quality of life and safety of El Cerrito residents in different ways than have been proposed in the City of El Cerrito Draft Proposed Budget for Fiscal Year 2022-23.

I would like to see El Cerrito invest in the following:

- Increase investments in programs like the recreation department, community development, and affordable housing that have stagnated or shrunk in the last 5 years, including by increasing staffing and budget levels to at least 2018 levels in the recreation department.
- Increase funding for landscaping and lighting and other tangible improvements to the city's infrastructure, especially along the Ohlone Greenway and other public spaces and roadways.
- Fund 2 full-time social workers through Contra Costa County's CORE program (Coordinated Outreach, Referral, & Engagement), and fully partner with the CORE program. This is estimated by CORE staff to cost the city only \$250,000 a year.
- Allocate funding and staff time to explore a partnership with Richmond on their current Reimagining Public Safety initiatives
- Actively and directly build a partnership between the City of El Cerrito and the A3 Contra Costa Community Crisis Initiative (the Contra Costa County mental health hotline).
- Rehire any SEIU member city staff who were laid off or fired during the pandemic

I ask the City Council to reject a proposal to increase police funding by \$700,000 and instead invest that money in the recreation department, community development, and affordable housing, which have stagnated or shrunk in the last 5 years.

Thanks for your time.

Regards,
Josh

From: [John Qua](#)
To: [City Clerk](#)
Subject: Public Comment - Budget
Date: Monday, June 6, 2022 7:50:09 PM

Hello,

I'd like to submit testimony for tomorrow's City Council meeting and reserve a spot to speak quickly. I have included my written testimony below. My name is John Qua and I live at [REDACTED] El Cerrito.

Best,
John

Hello, my name is John Qua and I'm an El Cerrito resident.

I'm here with Fair Budget El Cerrito, a campaign of East Bay DSA to express my concern over the city manager's proposed budget, which makes historically large increases to the police department budget over the objections of dozens of El Cerrito residents who have emailed, called, and given public comment, as well as over 100 El Cerrito residents this year and last year who signed petitions asking the City Council to reduce the police budget.

Im following up on my April testimony and multiple meetings Fair Budget El Cerrito has had with several city councilmembers on this issue.

We have called on the El Cerrito City Council to pass a police budget for Fiscal Year 2022-2023 that is 20% smaller than the budget for 2021-2022, and to continue cutting the police budget by 10% each of the next 3 years. We ask the City Council to reject the City Manager's proposal to increase police funding by \$700,000 and instead cut the police budget, investing that money to ramp up investments in programs that actually provide safety and address root causes of crime and to increase investments in programs like the recreation department, community development, and affordable housing that have stagnated or shrunk in the last 5 years.

The El Cerrito Police Department makes up nearly 30% of the city's general fund expenditures. Even the California state auditor agreed, prior to this one-time surge in federal funding and the current real estate bubble, that El Cerrito needs to reduce its police budget. The root causes of crime are social - do people have housing, do they live in healthy and safe environments, do they have access to work that pays them well enough to live a good life? Policing addresses none of these issues.

From: [FishCrimes](#)
To: [City Clerk](#)
Subject: Public Comment - Budget
Date: Monday, June 6, 2022 7:51:18 PM

Hi, I'm Shobit, an El Cerrito resident, and I'm with Fair Budget for El Cerrito, an EBD SA campaign and the Speak Out Socialists. I'm here to express my concern over the city manager's proposed budget, which makes historically large increases to the police department budget over the objections of dozens of El Cerrito residents who have emailed, called, and given public comment, as well as over 100 El Cerrito residents this year and last year who signed petitions asking the City Council to reduce the police budget.

I'm following up on my April testimony and multiple meetings Fair Budget El Cerrito has had with several city councilmembers on this issue.

We have called on the El Cerrito City Council to pass a police budget for Fiscal Year 2022-2023 that is 20% smaller than the budget for 2021-2022, and to continue cutting the police budget by 10% each of the next 3 years. We ask the City Council to reject the City Manager's proposal to increase police funding by \$700,000 and instead cut the police budget, investing that money to ramp up investments in programs that actually provide safety and address root causes of crime and to increase investments in programs like the recreation department, community development, and affordable housing that have stagnated or shrunk in the last 5 years.

I am here to express my support with the demands made by the Fair Budget for El Cerrito campaign.

Policing is an intrinsically reactive measure, and I think we would see a lot more success going after the causes instead of the symptoms. Some symptoms that are better jobs for social workers, such as poverty, mental illness crises, and homelessness have also been unnecessarily criminalized and handed to the police. These people don't need the threat of being locked up or fined, oftentimes they need help.

This seems harder to justify still after we saw a 25% decrease in violent crime and a 27% decrease in property crime in the last released annual report.

As has been shown again and again across the country, police cannot prevent bad things from happening, and they are generally unable to address harm when it does happen. By funding violence prevention, social services, mental health services, and other public health supports through the county that have the potential to address root causes rather than perpetuating cycles of harm, we can increase public safety and address real social issues in El Cerrito.

From: [Danielle Westbrook](#)
To: [City Clerk](#)
Subject: Public Comment - Budget
Date: Monday, June 6, 2022 8:11:34 PM

Dear Mayor Quinto; Mayor Pro Tem Motoyama; council members Abelson, Fadelli and Rudnick; and fellow El Cerritans:

I am writing to you today, as a resident of El Cerrito, to provide public comment on the proposed El Cerrito budget and to follow-up on my April 19 public testimony to the City Council.

As members of Fair Budget El Cerrito, a campaign of East Bay DSA, myself and many others have written and are attending your June 07, 2022 council meeting to express our concern over the City Manager's proposed budget for fiscal year 2022-23. The City Manager is proposing a historically large increase to the police department budget, disregarding over 100 El Cerrito residents who signed petitions asking City Council to reduce the police budget and the dozens of El Cerrito residents who have emailed, called and given public comment.

As noted in April, Fair Budget El Cerrito has called on the El Cerrito City Council to pass a police budget for fiscal year 2022-2023 that is 20% smaller than the budget for 2021-2022, and to continue cutting the police budget by 10% each of the next 3 years. We ask the City Council to reject the City Manager's proposed \$700,000 increase to police funding and instead cut the police budget; we further ask that the city better invest in programs that actually provide safety and address root causes of crime and need, alongside also increasing investments in the recreation department, community development, street and park lighting, and affordable housing.

Non-police El Cerrito investments should include:

- Funding two full-time social workers through Contra Costa County's CORE program (Coordinated Outreach, Referral, & Engagement), and fully partnering with the CORE program. This is estimated by CORE staff to cost the city only \$250,000 a year.
- Allocation of both funding and staff time to explore a partnership with Richmond on their current [Reimagining Public Safety initiatives](#).
- Actively and directly building a partnership between the City of El Cerrito and the A3 Contra Costa Community Crisis Initiative (the Contra Costa County mental health hotline).
- Funding for more and brighter street and park lighting.
- Increasing investments in programs like the recreation department, community development, and affordable housing that have stagnated or shrunk in the last 5 years, including by increasing staffing and budget levels to at least 2018 levels in the recreation department.
- Rehiring any SEIU member city staff who were laid off or fired during the pandemic.

While El Cerrito may not be in dire financial straits this year, that is thanks to an unexpected surge in federal funding and property tax revenue. The proposed budget does not sufficiently address or prevent future financial mismanagement and overspending, issues called out by the California State Auditor in their 2021 public letter and report on El Cerrito.

The proposed budget also continues the pattern of the police department constituting nearly

30% of city general fund expenditures, while programs like the recreation department remain underfunded and below 2018 funding levels. The City Manager's proposed budget suggests decreasing the amount of money in our Low & Moderate Income Housing Asset Fund; the amount proposed in this year's budget is only \$30,000 more than was invested in 2018, and yet the need for affordable housing has grown even greater. Further, community development (which includes affordable housing) has a proposed budget of \$3.1 million compared to \$3.2 million for last year.

As myself and many others noted in April: While safety is a shared value, the present policing system does not deliver safety. Policing, as an institution, inherently relies on coercion, force, violence, and the threat of incarceration, and can only respond to issues like poverty and homelessness through criminalization. Across the country, police cause harm to Black people and other people of color. In El Cerrito, recent statistics reveal that 50% of arrests are of Black people, even though Black people make up only around 5% of the total population. And further, the majority of crimes that occur in El Cerrito are property crimes and non-violent.

The City Manager's proposed budget does not adequately reflect the needs and values of El Cerrito residents; it does not recognize that the present policing system fails to deliver safety; nor does it address the financial mismanagement and overspending noted by the California State Auditor.

Thank you for your time and consideration,
Danielle Watters Westbrook

From: [T. Nagai-Rothe](#)
To: [Gabe Quinto](#); [Janet Abelson](#); [Paul Fadelli](#); [Lisa Motoyama](#); [Tessa Rudnick](#)
Cc: [City Clerk](#)
Subject: For the June 7, 2022 City Council Meeting
Date: Monday, June 6, 2022 10:35:02 PM

Dear Mayor Quinto and City Council Members,
I am really perplexed about the rationale for a \$700,000 increase in the ECPD budget to \$12.25 million for FY 2021-2022, and how El Cerrito residents would directly benefit. El Cerrito has so many needs unrelated to the police. My grandkids use the pool and Recreation Center - not the police department. My grandkids use the library - not the police department.

For 2020, the last year we have data available, violent crime decreased from 152 reported incidents in 2019 to 114 reported incidents in 2020. There was also a 28% decrease in property crime from 2019 to 2020.
Yet the ECPD represents 24.1% of the budget, and the Recreation Department represents 9.1% of the budget.

Since the Recreation Department has not had its budget cut reversed the budget allocation should go to Recreation to restore staffing to 2018 levels. The Recreation Department is also a revenue generator while the ECPD is not.

I'm also not sure whether the library position that was cut has been restored. That should be a priority before the police department.

In my opinion a large police presence doesn't make me or my grandkids safer or better supported in the community. We need social service support such as:

- Two social workers through Contra Costa County's CORE program (Coordinated Outreach, Referral, & Engagement). This is estimated by CORE staff to cost the city only \$250,000 a year.
- A partnership between the City of El Cerrito and the A3 Contra Costa Community Crisis Initiative (the Contra Costa County mental health hotline).

I was heartened to hear the city council consider, on April 19, using the Cannabis Operating Permit Community Benefit funds for CORE services. Yet as everyone agreed, CORE services are just a first response to support unhoused residents. El Cerrito needs to also:

- Allocate funding and staff time to explore a partnership with Richmond on their current [Reimagining Public Safety initiatives](#) that include projects to

address homelessness — or create its own reimagining public safety initiative

El Cerrito is fortunate that it has a relatively small number of unhoused neighbors. I trust that a strategic and focused effort can make a big difference.

Sincerely,

Tomi

B. Tomi Nagai-Rothe

[REDACTED]

she/her/hers

on unceded land of the [Confederated Villages of Lisjan \(Ohlone\)](#)

From: [Vanessa Warheit](#)
To: [City Clerk](#)
Subject: Public Comment - Budget
Date: Monday, June 6, 2022 10:49:23 PM

Dear City Councilmembers,

I am writing to comment on the city's proposed budget for FY 2022-23. I am very concerned that this budgeting process has not taken into account input you have received from the community, asking for our money to fund a different set of priorities.

In particular, I am alarmed at the city manager's proposal to *increase* the police budget. I have testified before, both here and to the Financial Advisory Board, about wanting to reduce our city's police budget. I support the demands of Fair Budget El Cerrito; I am one of the dozens of El Cerrito residents who have expressed our conviction -- backed up by the data -- that more policing does nothing to increase public safety. If we really want a safe city, we need to invest in the things that will actually prevent crime in the first place.

The vast majority of crime in our city is property crime. I got a taste of this firsthand last month, when my bicycle was stolen from my garage. The police officer who came to take the report was courteous and professional -- but he didn't need to be carrying the taser, body armor, loaded firearm, and handcuffs that were strapped all over his body. He could have arrived on an electric bicycle in a pair of shorts, without any armor, and I'd honestly have felt a lot better -- especially if I'd known that the money we didn't spend on the car, the weapons, and the military paraphernalia had instead been spent on drug treatment and social services to help keep people from needing to steal bicycles to begin with.

Spending 30% of our budget on the police force won't bring my bike back. Readjusting our priorities might prevent the thief from stealing someone else's.

I am also appalled that our city, which rightfully declared a climate emergency three years ago, is today seriously considering purchasing more fossil-fueled vehicles for the police force. How can you do this, at a time when the auto industry is decisively turning toward electrification, when almost a quarter of cars purchased in the Bay Area last year were electric, when the scientific community has made it clear we need to cut our emissions in half in the next seven years to avert a climate catastrophe that threatens everything we love? EVs are faster, and cleaner, they're on par in cost, and far cheaper to fuel and to maintain than gas cars. This proposed purchase would not only be a colossal waste of taxpayer money, it would directly contravene our city's mission to "create an environmentally sustainable future" and would make a mockery of your climate declarations.

Our city created this beautiful civic building to be an example of sustainable design. I urge you to extend that vision and leadership to our city's fleets as well.

Lastly - perhaps I missed it, but I didn't see in the budget any reference to funding from the federal Bipartisan Infrastructure Law. I hope the city is planning to apply for funding from the hundreds of billions set aside for local safe streets and infrastructure improvements, via the California Department of Transportation.

Next year, I urge you to implement a participatory budgeting process, to engage the

community in a systematic way to ensure the budget accurately reflects the will of the people. In the meantime, please take a closer look at this budget, and listen to us, your constituents, when prioritizing where to spend our precious dollars. Let's make our budget reflect the values of our beautiful city, and pay for the things we know that will make it safer, cleaner, and better.

Thank you.

--

Vanessa Warheit

Phone: [REDACTED]

[Support my campaign for El Cerrito City Council](#)

Emerge CA Class of '21

pronouns: she, her, hers
[REDACTED]

From: [Sherry Drobner](#)
To: [City Clerk](#); [Gabe Quinto](#); [Paul Fadelli](#); [Lisa Motoyama](#); [Tessa Rudnick](#); [Janet Abelson](#)
Subject: Public Comment
Date: Monday, June 6, 2022 11:25:40 PM

Dear City Council Members,

I signed the petition issued by the Fair Budget El Cerrito campaign. I have grown disheartened by the lack of Council action to think outside the box about public safety. I wonder if any member of the council has taken the time to study alternative solutions? Where is the equity in subsidizing the police department and offering no services for those at risk of eviction or on the street? Those who are not being protected by policing, or feel comfortable with our current "public safety" model are invisible to our city council.

Sincerely,
Sherry Drobner

From: [Karen Pinkos](#)
To: [Alexandra Orologas](#); [Holly Charl  ty](#); [Paul A. Keith](#); [Sandra Dalida](#)
Subject: Fwd: petition from El Cerrito residents on FY'22-'23 budget
Date: Tuesday, June 7, 2022 8:01:49 AM
Attachments: [Fair Budget El Cerrito Petition 6.7.22 \(1\).pdf](#)

FYI

Sent from my iPhone

Begin forwarded message:

From: Zach Weinstein [REDACTED]
Date: June 7, 2022 at 7:55:54 AM PDT
To: Lisa Motoyama <LMotoyama@ci.el-cerrito.ca.us>, Paul Fadelli <PFadelli@ci.el-cerrito.ca.us>, Tessa Rudnick <TRudnick@ci.el-cerrito.ca.us>, Gabe Quinto <GQuinto@ci.el-cerrito.ca.us>, Janet Abelson <jabelson@ci.el-cerrito.ca.us>, Karen Pinkos <KPinkos@ci.el-cerrito.ca.us>
Cc: Miguel Gravelle [REDACTED] >, Yari Greaney [REDACTED]
Subject: petition from El Cerrito residents on FY'22-'23 budget

Good morning El Cerrito City Councilmembers and City Manager Pinkos,

Fair Budget El Cerrito, a campaign organized and led by El Cerrito members of the East Bay Democratic Socialists of America (East Bay DSA), has collected over 100 petition signatures from El Cerrito residents in support of reducing the police budget and increasing funding for social services (see attached document). This continues a pattern of large numbers of El Cerrito residents coming together in recent years to demand reductions to our city's police budget.

Our campaign is calling on the city to reject the \$700,000 increase to the police budget, as well as the following:

- Fund 2 full-time social workers through Contra Costa County's CORE program (Coordinated Outreach, Referral, & Engagement), and fully partner with the CORE program. This is estimated by CORE staff to cost the city only \$250,000 a year.
- Allocate funding and staff time to explore a partnership with Richmond on their current Reimagining Public Safety initiatives
- Actively and directly build a partnership between the City of El Cerrito and the A3 Contra Costa Community Crisis Initiative (the Contra Costa County mental health hotline).
- Increase investments in programs like the recreation department, community development, and affordable housing that have stagnated or shrunk in the last 5 years, including by increasing staffing and budget levels to at least 2018 levels in the recreation department.
- Rehire any SEIU member city staff who were laid off or fired during the

pandemic.

- We are also asking the Council to use money saved from our proposed cuts to increase investments in programs like the recreation department, community development, and affordable housing that have stagnated or shrunk in the last 5 years, including by increasing staffing and budget levels to at least 2018 levels in the recreation department.
- Pass a police budget for Fiscal Year 2022-2023 that is 20% smaller than the budget for 2021-2022, and to continue cutting the police budget by 10% each of the next 3 years.

We will be giving public comment to this effect at tonight's meeting on the budget.

-Zach Weinstein



Dear El Cerrito City Council and Manager,

We, the undersigned El Cerrito residents, call on the City of El Cerrito to redirect funds away from the police department, and increase funding for resources and services that meet community needs.

First Name	Last Name	City	Zip
Chris	McClintock	El Cerrito	94530
Michael	Dalebout	El Cerrito	94530
Allison	Cooper	El Cerrito	94530
Nick	Brooks	El Cerrito	94530
Nick	Galloro	El Cerrito	94530
Aaron	Isenstadt	El Cerrito	94530
Jessie	Papalia	El Cerrito	94530
John	Qua	El Cerrito	94530
Zach	Weinstein	El Cerrito	94530
Yari	Greaney	El Cerrito	94530
Miguel	Gravelle-Izaguirre	El Cerrito	94530
Michael	Campos-Quinn	El Cerrito	94530
Jenny	Heffernon	El Cerrito	94530
Manny		El Cerrito	94530
Sandra	Guzman	El Cerrito	94530
Carlo	Ohivito	El Cerrito	94530
Virginia	Cambor	El Cerrito	94530
Lisa	Graves	El Cerrito	94530
Jun	Wu	El Cerrito	94530
Gong	Cheng	El Cerrito	94530
Carol	Darden	El Cerrito	94530
Aaron	Darden	El Cerrito	94530
Sharaya	Long	El Cerrito	94530
Josh	Rose	El Cerrito	94530



Danielle	Watters Westbrook	El Cerrito	94530
Derik	Hillard	El Cerrito	94530
Danielle	Hudi Brenman	El Cerrito	94530
Colin	Sutter	El Cerrito	94530
Higino	Padilla	El Cerrito	94530
Katy	Young	El Cerrito	94530
Zaphiel	Miller	El Cerrito	94530
Lara	Roman-Lopez	El Cerrito	94530
Ruth	Brewer	El Cerrito	94530
Adam	Russell	El Cerrito	94530
Jesus	Morales	El Cerrito	94530
Silvia	Morales	El Cerrito	94530
Liting	Shang	El Cerrito	94530
Karin	Rosman	El Cerrito	94530
Tom	Adams	El Cerrito	94530
Ted	Mezzel	El Cerrito	94530
Ronnie	Polonsky	El Cerrito	94530
Lynda	Frank	El Cerrito	94530
Stephen	DeLuca	El Cerrito	94530
Jeremy	Troy	El Cerrito	94530
Kiyomoba	Hiroka	El Cerrito	94530
Isidora	Aldenale	El Cerrito	94530
Daisuke	Tagala	El Cerrito	94530
Alexis	Mazzoli	El Cerrito	94530
Heather	Hamilton	El Cerrito	94530
Pramag	Ramjan	El Cerrito	94530
April	E-E	El Cerrito	
Juliet	Smith	El Cerrito	94530
Chelsea	Lipscomb	El Cerrito	94530



Elba	Huamani	El Cerrito	94530
Barbara	Birch	El Cerrito	94530
Maiko	Hara	El Cerrito	94530
Shobit	Singh	El Cerrito	94530
Saiyun	Singh	El Cerrito	94530
Alex	Mahonga	El Cerrito	94530
Ronnie	Polonsky	El Cerrito	94530
Tim Laidman	Laidman	El Cerrito	94530
Rosemary Zappulla	Zappulla	El Cerrito	94530
Leslie	DiBenedetto Adams	El Cerrito	94530
Melissa	Welter	El Cerrito	94530
Brenda Jeanne	Courtney	El Cerrito	94530
Vanessa	Warheit	El Cerrito	94530
Pamela	Fox	El Cerrito	94530
Justine	Briohes	El Cerrito	94530
Prasa	Martin	El Cerrito	94530
Kohinoor	Joshi	El Cerrito	94530
Jessie	Clort-Morris	El Cerrito	94530
Darlene	Woodard	El Cerrito	94530
Dolma	Tso	El Cerrito	94530
Selene	Fabiano	El Cerrito	94530
Melissa	Knight	El Cerrito	94530
Rocio	M	El Cerrito	94530
Jordan	T	El Cerrito	94530
Alexis	L	El Cerrito	94530
Greta	M	El Cerrito	94530
Alana	Jean	El Cerrito	94530
Daniel	Foster	El Cerrito	94530
Jasmine	Elise	El Cerrito	94530



Jason	Harris	El Cerrito	94530
Vitor	O	El Cerrito	94530
Patrick	Lazano	El Cerrito	94530
Palden	Gurnung	El Cerrito	94530
Erneste	Falcon	El Cerrito	94530
Johnel	Jones	El Cerrito	94530
Francisco	Yamozoke	El Cerrito	94530
Matthew	Smith	El Cerrito	94530
Raziya	Robinson	El Cerrito	94530
Anh	Dao-Shah	El Cerrito	94530
Courtney	Stead	El Cerrito	94530
Kyle	Buetzow	El Cerrito	94530
Ida	Poderezovsky	El Cerrito	94530
David	Wilhoite	El Cerrito	94530
Pamela	Davis	El Cerrito	94530
Amei	Papitto	El Cerrito	94530
Emily	Chao	El Cerrito	94530
Seth	Morrison	El Cerrito	94530
Maré	Odomo	El Cerrito	94530
Mark	Pickus	El Cerrito	94530
S.	Drobner	El Cerrito	94530
Amit	Singh	El Cerrito	94530
Joshua	Rizzolo	El Cerrito	94530



My community.
My choice.

MCE

Empowering Our Clean Energy Future

How Climate Change Impacts Us All

Rising Temperatures

2020 Extreme Heat Storm

Extreme Weather

Wildfires, sea level rise,
drought

Health Impacts

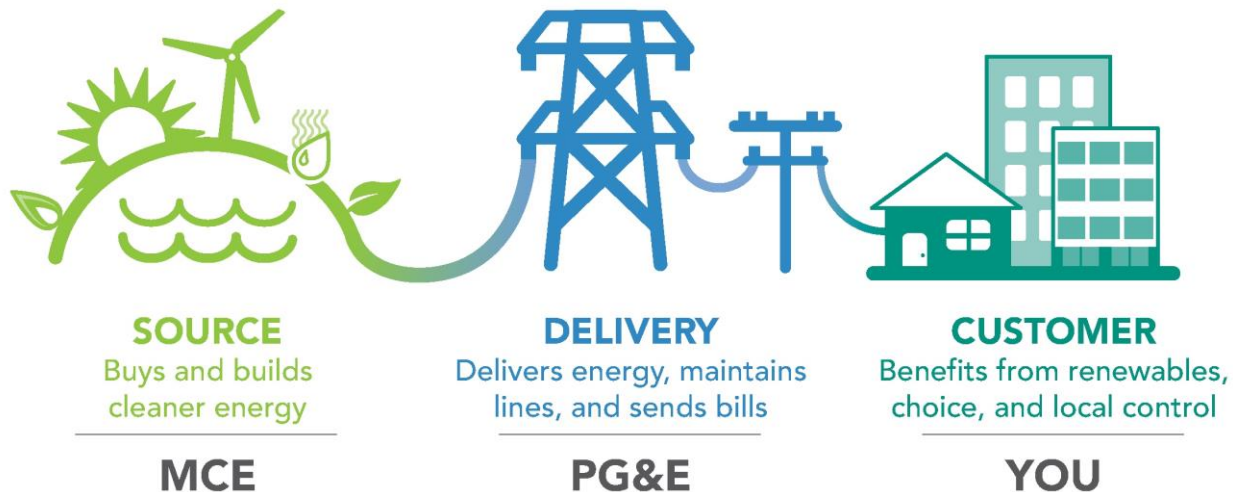
Longer allergen season,
higher rates of asthma and
Lyme Disease



MCE's MISSION

Confront the climate crisis by eliminating fossil fuel greenhouse gas emissions, producing renewable energy, and creating equitable community benefits.

How MCE Service Works



Enabling
Legislation:
AB 117, 2002

37 Member Communities

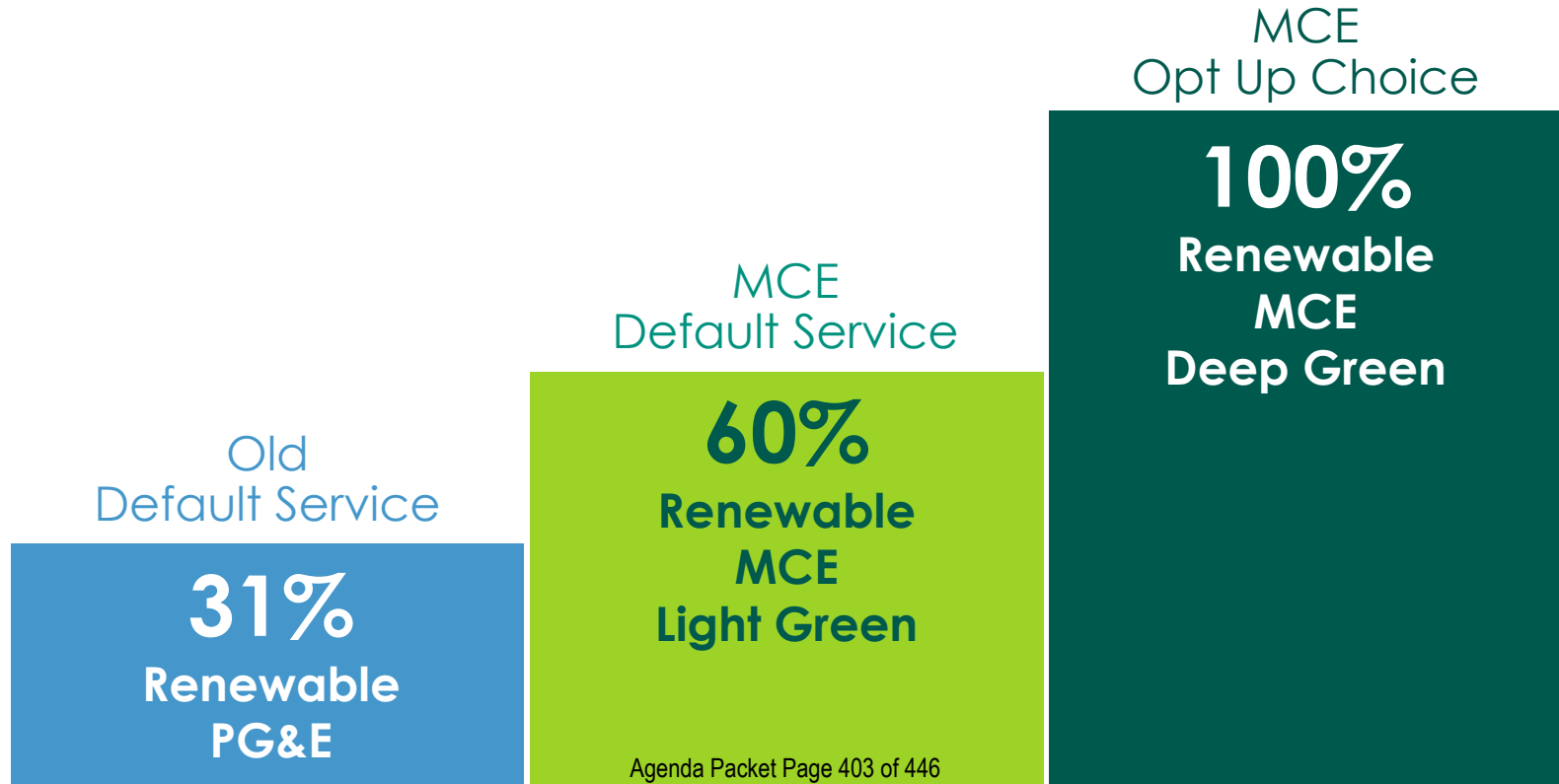
**4 Bay Area
Counties**

**~580,000
Accounts**

**1 million +
Customers**



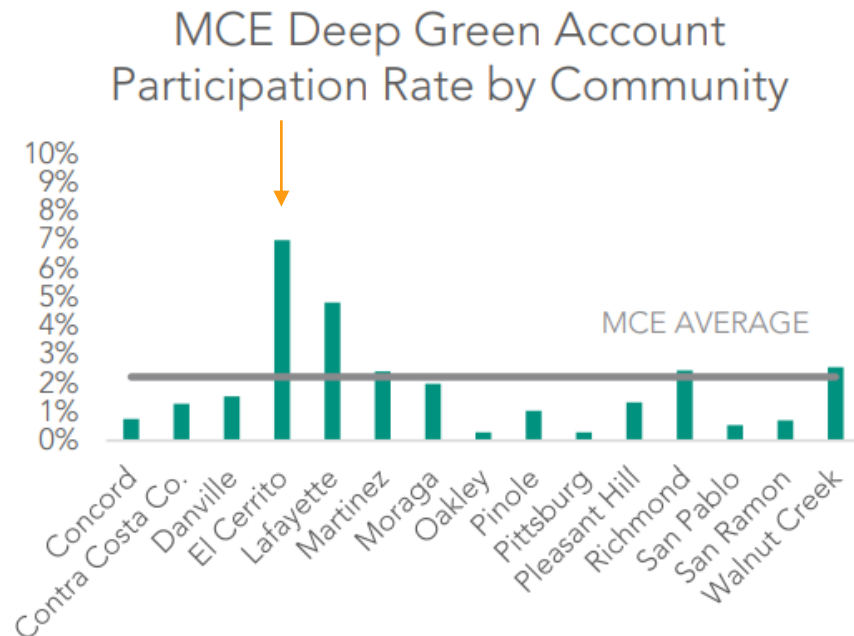
Choice Is Power



El Cerrito and MCE

El Cerrito & MCE

- El Cerrito has the **highest Deep Green participation rates** across Contra Costa County
- Over **9,100 Metric Tons of CO2** reduced since 2015
- Businesses** achieved over 147,600 kWh in savings through MCE energy efficiency programs
- Distributed **over \$21,000** in rebates for energy residential efficiency upgrades, electric vehicle (EV) charging, and income-qualified EV rebates
- El Cerrito is participating in [MCE's electric vehicle \(EV\) charging program](#) via Recycling Center
- MCE is a member of the El Cerrito Chamber of Commerce, attended Bike to Work day, and is sponsoring the 4th of July Event



Community Programs

Residential Programs

Income-Qualified EV Rebates

\$3,500 per vehicle
Stacks with other incentives



COVID Relief Resources

MCE Cares bill credit
Discount programs and resource
webpages



Energy Efficiency upgrades

Water Heater, Gas Furnace, Attic
Insulation, Heat Pump, Duct
Sealing and Pipe Installation



Business Programs

EV Charging Program

1,000+ ports installed
\$3,000 rebates for workplace
and multifamily properties



Strategic Energy Management

Expert Coaching, Potential
Energy Savings of 3-15%,
Reduced Maintenance Costs



Agenda Packet Page 408 of 446

Peak Flex Demand Response

Payment for daily energy use
reduction or shifting during peak
hours (4–9 pm from June 1st thru
September 30th)



Bill Relief Resources for the Community

Additional support to customers:

- CARE
- FERA
- LIHEAP
- Medical Baseline
- AMP
- MCE Cares Credit



MCE | Cares

NOW IS THE TIME FOR BILL RELIEF!

The moratorium on utility disconnections for non-payment has ended, but you have options if you act now.

LATE PAYMENT ASSISTANCE & ENERGY BILL DISCOUNTS
INCOME-QUALIFIED RESIDENTS

Income-qualifying homeowners and renters can lower their energy bill by enrolling in the programs below. See if you qualify and enroll today! [Learn about additional programs at mceCleanEnergy.org/lowerbill](https://mceCleanEnergy.org/lowerbill)

LOWER YOUR ENERGY BILL BY 18% OR MORE

Applying for the California Alternate Rates for Energy (CARE) or Family Electric Rate Assistance (FERA) discount program is quick and easy. CARE is a monthly discount of 20% or more on your gas and electric bill. FERA offers an 18% discount on your electric bill. If you have had a recent reduction in income, you may now qualify.

CARE & FERA INCOME ELIGIBILITY*

Household Size	CARE**	FERA
1-2 people	≤\$34,840	not eligible
3 people	≤\$43,920	\$43,921-\$54,900
4 people	≤\$53,000	\$53,001-\$66,250
5 people	≤\$62,080	\$62,081-\$77,600

MCE Impact Across California

Eliminated
over
700K
metric tons
of GHGs
=
108,000
cars off the
road for an
entire year

Default
service
is
60%
renewable
since 2017
and
95%
carbon-free
by 2023

MCE
customers
have saved
over
\$68M
since 2010

Committed
over
\$2.1B
to build
new CA
renewable
projects

49 MW
new
renewable
projects
built in our
service
area

Thank You!

mceCleanEnergy.org

info@mceCleanEnergy.org

@mceCleanEnergy



Addendum

Residential Cost Comparison

MCE Light Green

60%

RENEWABLE

MCE Deep Green

100%

RENEWABLE

PG&E

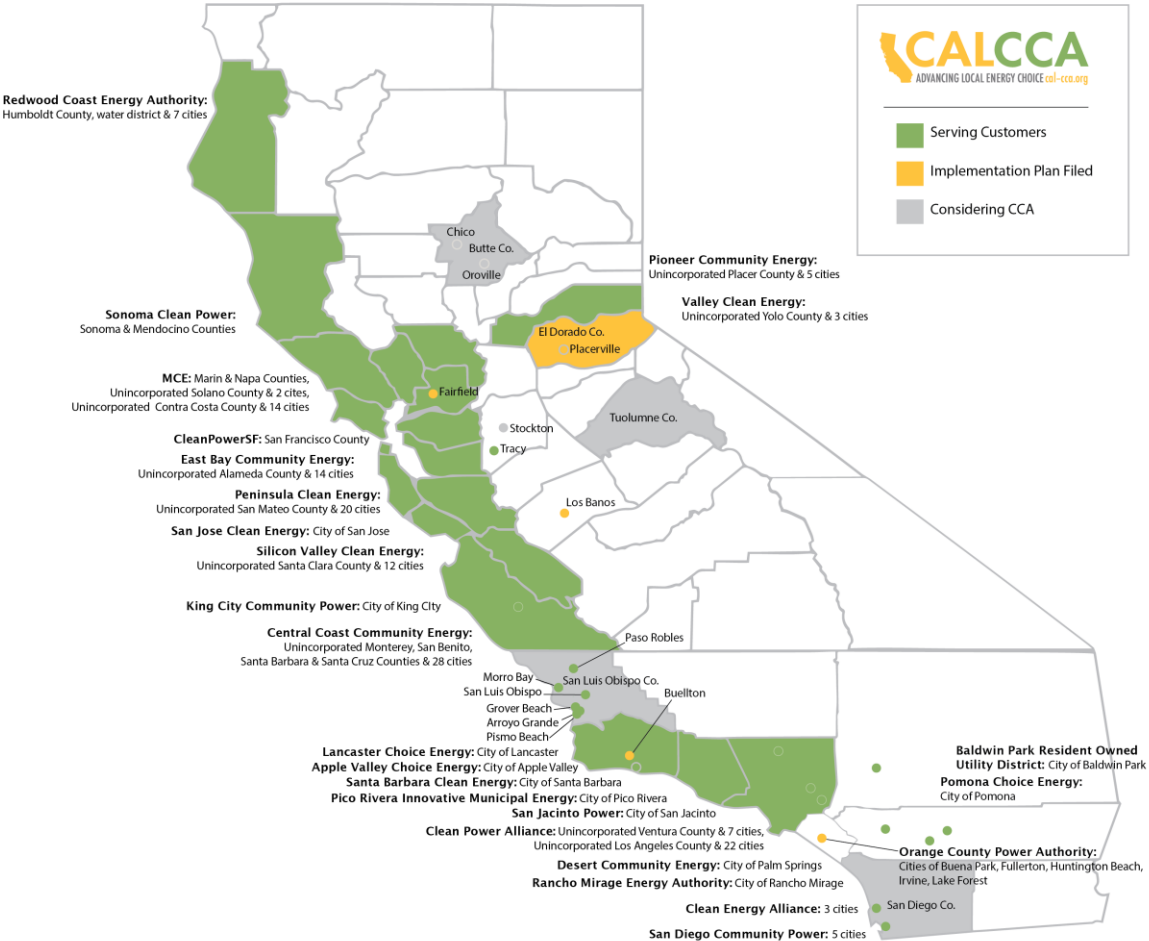
31%

RENEWABLE

Electric Generation	\$57.25	\$62.60	\$80.71
PG&E Electric Delivery	\$93.27	\$93.27	\$93.27
Added PG&E Fees	\$14.01	\$14.01	-
Average Total Monthly Cost	\$164.53	\$169.88	\$173.98

100% California Solar and Wind

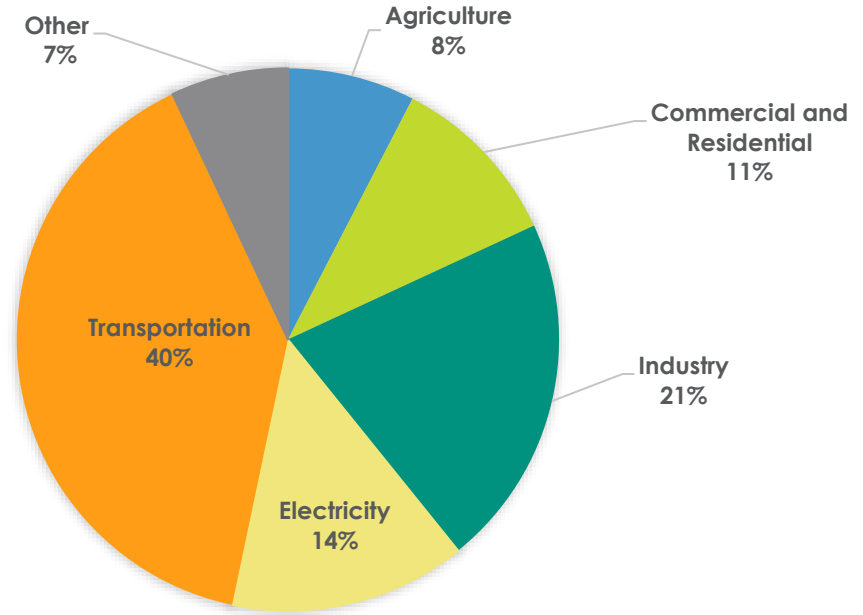
CCAs in California



California

Access to
Clean Energy

Adoption of
Clean
Transportation



California Emissions by Economic Sector 2019
Agenda Packet Page 415 of 446

Local Control

Solano County



Marin County



Contra Costa County



Napa County



30 Board Members. Elected officials. No tax dollars.

2020 Electricity Content

	PG&E	MCE Light Green	MCE Deep Green
Renewable (%)	31%	61%	100%
Bioenergy	3	2	0
Geothermal	3	6	0
Small Hydro	1	3	0
Solar	15	23	50
Wind	8	27	50
Large Hydro	10	36	0
Natural Gas	16	0	0
Nuclear	43	1	0
Unspecified/Other	0	1	0

Rooftop Solar Customers



Net Energy Metering (NEM)

MCE

Monthly surplus generation credited at retail rate

Surplus annual generation is credited at **twice the wholesale rate**

Billing: **Monthly** charges and credits for generation

60% or 100% renewable energy service when you use energy from the grid

PG&E

Monthly surplus generation credited at retail rate

Surplus annual generation is credited at **the wholesale rate**

Billing: **Annual** true-up

31% renewable energy service when you use energy from the grid

FISCAL YEAR 2022-23 PROPOSED BUDGET

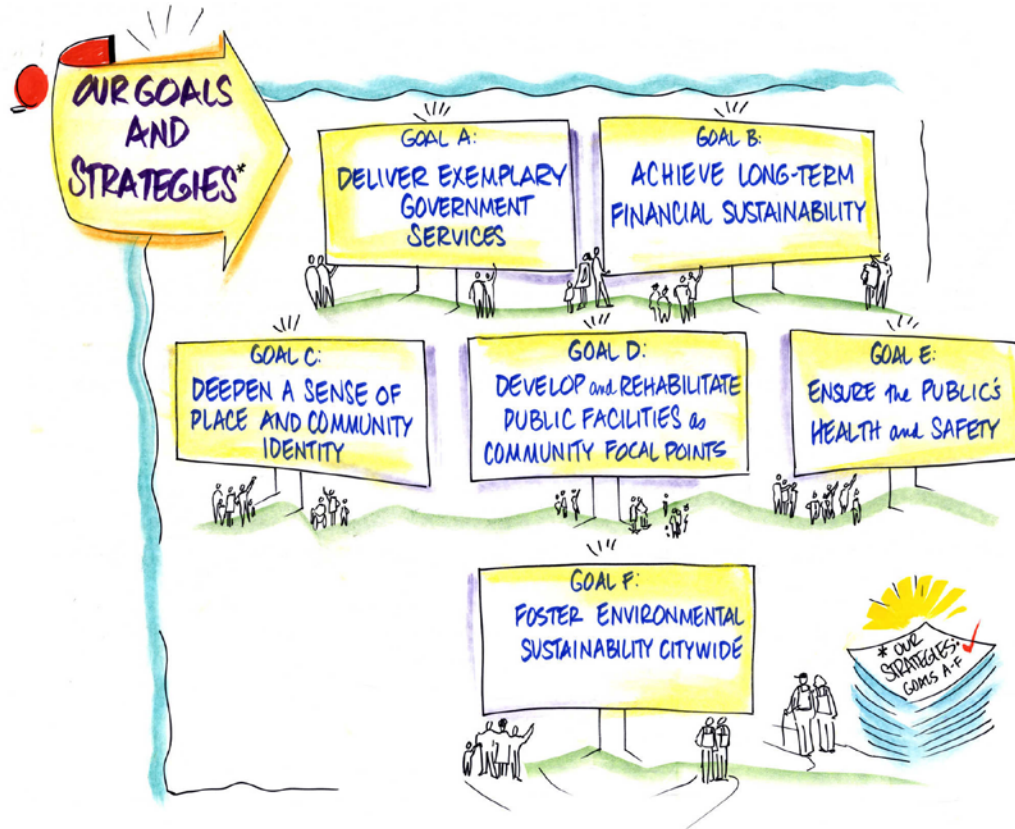
CITY OF EL CERRITO
EL CERRITO PUBLIC FINANCING AUTHORITY
EL CERRITO EMPLOYEE PENSION TRUST BOARD



FY 2022-23 Proposed Budget: Budget Process

- February 5, 2022: City Council Workshop: Goals and Priority Setting
- March 1, 2022: FY 2021-22 Midyear Budget Amendments
- March – May 2022: Based on Council priorities, City Departments prepare budgets for all departments and all funds, update CIP, confirm personnel expenditures
- May 17, 2022: Master Fee Schedule adopted by City Council
- May 24, 2022: Budget Workshop: Preliminary Budget and Department Budgets (Joint meeting with FAB)
- June 3, 2022: Draft Proposed Budget Document published
- June 7, 2022: First FY 2022-23 Proposed Budget Hearing

FY 2022-23 Proposed Budget: Focus



Achieve Long-term
Financial Sustainability

General Fund Reserve

Fiscal Response Plan

Constant Monitoring
of Financial Position

Fiscal Discipline

FY 2022-23 Proposed Budget: City Council Priorities – Overview

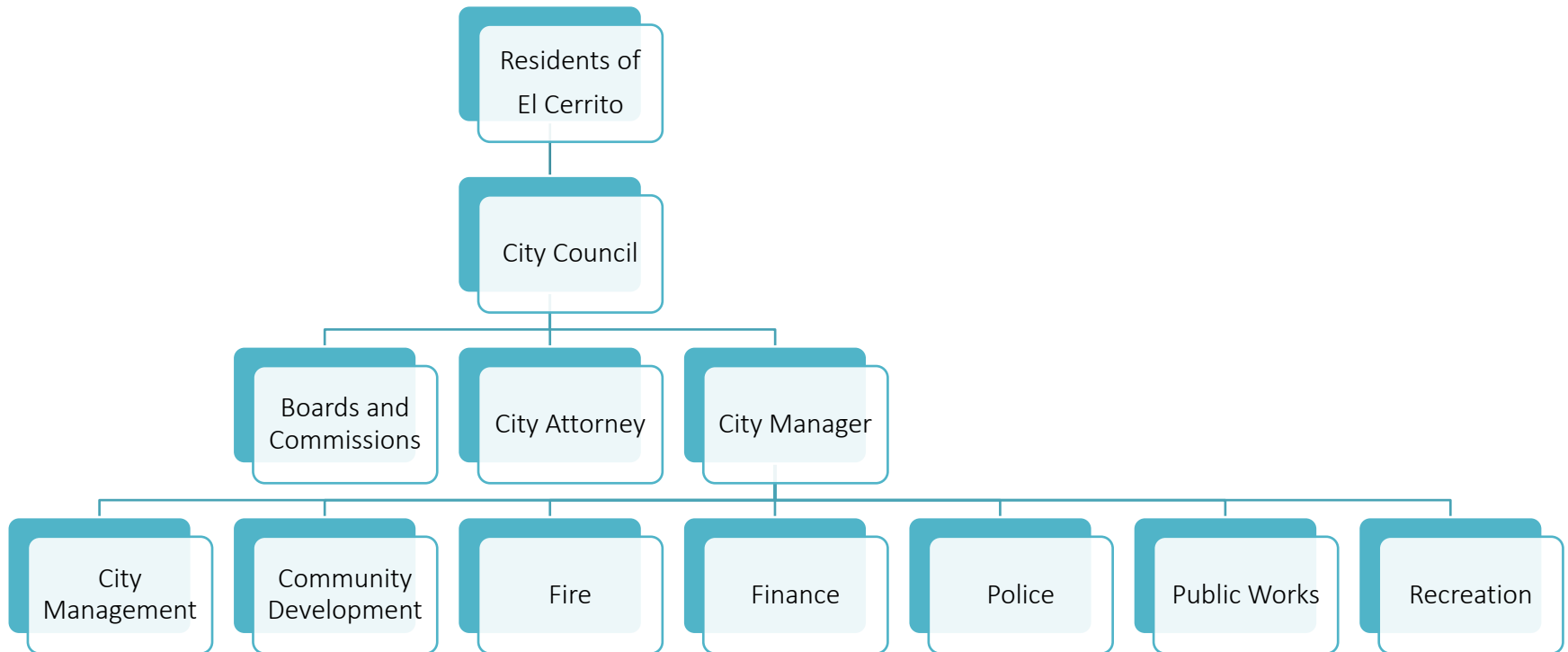
- Implement City Council Direction with focus on financial sustainability
- Implement workplan of “Must Do” tasks and projects in progress
- Continue current priorities and strategic goals
- Strategically restore services and staffing
- Maintain fiscal discipline with a budget focus of financial sustainability

FY 2022-23 Proposed Budget:

City Council Priorities – Tasks and Projects

- Strategic Goals – Still in place
 - Day to day operations, services, programs
- Continue to respond to State Auditor recommendations
 - Classification and Compensation Study
 - Financial Sustainability Plan
- BART Plaza Development
 - Library
 - Parking/Transportation Demand Management Program
- Implement SB 1383
- General Plan Housing Element
 - Safety Element
- SPASP Update
- July 4 Festival
- Labor Negotiations – Fire 1230, SEIU, PSMA
- Fill Key vacant positions
- Various CIP and Maintenance Projects
 - Equipment and maintenance needs
- Climate Emergency
 - Climate Action Plan Update
- Wildfire Prevention and Safety
 - Vegetation Management
 - Updating Emergency and Evacuation Plans
- Community benefit contributions from cannabis businesses
- Plans adopted by Council (SPASP, Affordable Housing, Economic Development, Park and Recreation Master Plan, Complete Streets, Transportation, Urban Greening, etc.)

FY 2022-23 Proposed Budget: City Organization



FY 2022-23 Proposed Budget: Proposed Staffing

Department	FY 2018-19	FY 2019-20	FY 2020-21	FY 2021-22	FY 2022-23
City Council	5	5	5	5	5
City Management	11.5	11.5	10	9	10
Finance Department	6	6	6	6	6
Community Development	14	14	15	14	15
Police Department	58	58	55	48	48
Fire Department	37	37	37	37	37
Public Works Department	25.2	25.2	25	24.2	25.2
Recreation Department	23	23	21	18	19
Total	179.7	179.7	174	161.2	165.2

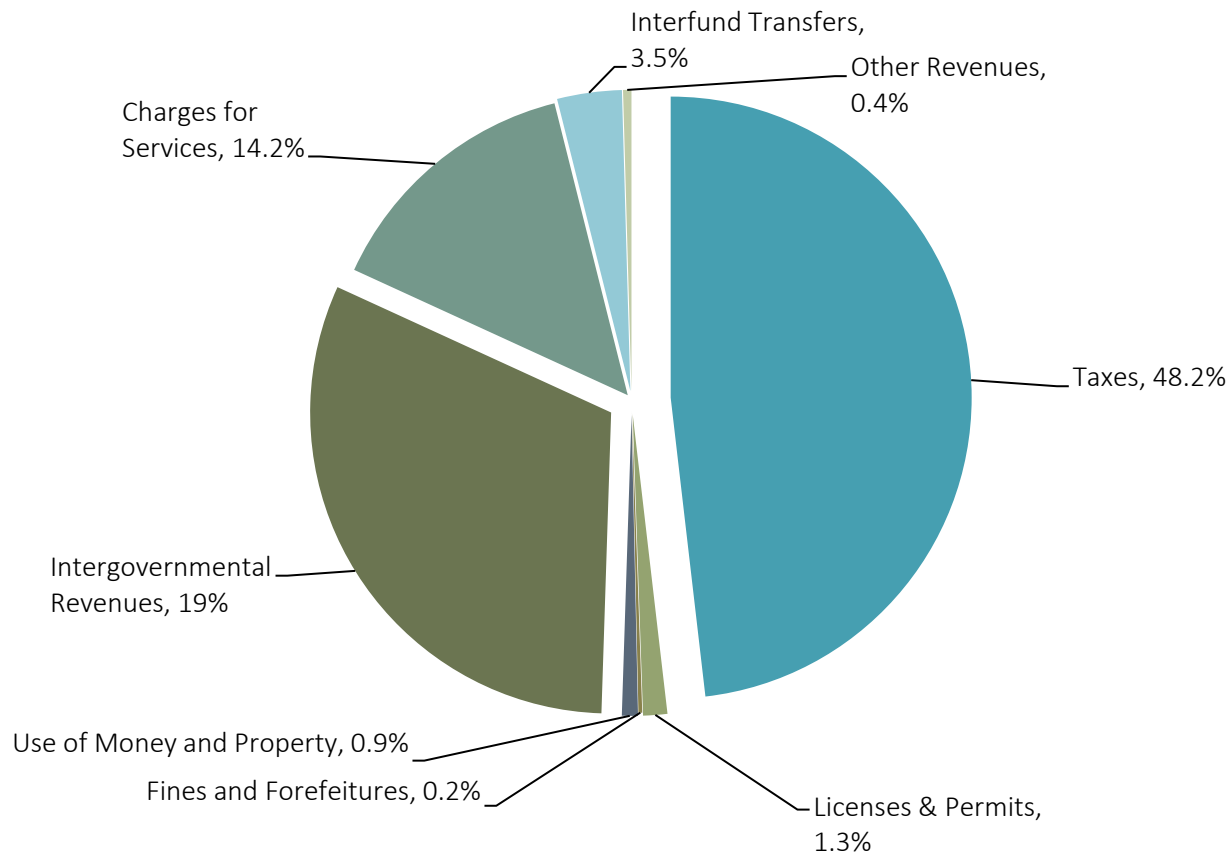
FY 2022-23 Proposed Budget

Citywide Revenues- All Funds

Revenue Category	FY 2018-19 Actual	FY 2019-20 Actual	FY 2020-21 Adopted	FY 2021-22 Proposed	FY 2022-23 Proposed
Taxes					
Property Taxes	\$11,034,598	\$13,308,665	\$14,939,640	\$14,246,000	\$15,513,200
Sales Taxes	\$9,176,136	\$8,606,616	\$9,708,892	\$8,657,717	\$8,933,189
Utility Users Taxes	\$3,207,892	\$3,165,974	\$3,444,484	\$3,100,000	\$3,300,000
Local Parcel Taxes	\$2,112,686	\$2,132,185	\$2,125,084	\$2,128,247	\$2,151,038
Franchise Taxes	\$1,243,985	\$1,637,613	\$1,364,257	\$1,250,000	\$1,400,000
Business License Taxes	\$910,104	\$918,799	\$924,358	\$900,000	\$1,100,000
Other Taxes	\$778,705	\$813,043	\$787,231	\$760,000	\$791,388
Total Taxes	\$28,464,105	\$30,582,896	\$33,293,947	\$31,041,964	\$33,188,815
Licenses & Permits	\$775,876	\$784,982	\$656,881	\$1,136,112	\$893,864
Fines and Forfeitures	\$218,684	\$226,597	\$177,525	\$140,000	\$140,000
Use of Money and Property	\$750,983	\$1,007,292	\$380,984	\$354,119	\$590,607
Intergovernmental Revenues	\$12,326,295	\$8,892,254	\$13,762,454	\$11,715,471	\$21,587,824
Charges for Services	\$8,670,289	\$8,101,862	\$7,964,110	\$9,352,783	\$9,817,172
Other Revenues	\$1,393,711	\$611,601	\$300,803	\$397,400	\$308,804
Total Other Revenues before	\$24,135,838	\$19,624,587	\$23,242,756	\$23,095,885	\$33,338,271
Interfund Transfers	\$4,484,202	\$2,617,178	\$5,572,731	\$2,364,562	\$2,390,644
Total	\$57,084,145	\$52,824,661	\$62,109,434	\$56,502,411	\$68,917,730



FY 2022-23 Proposed Budget Citywide Revenues - All Funds



FY 2022-23 Proposed Budget

Citywide Expenditures - All Funds

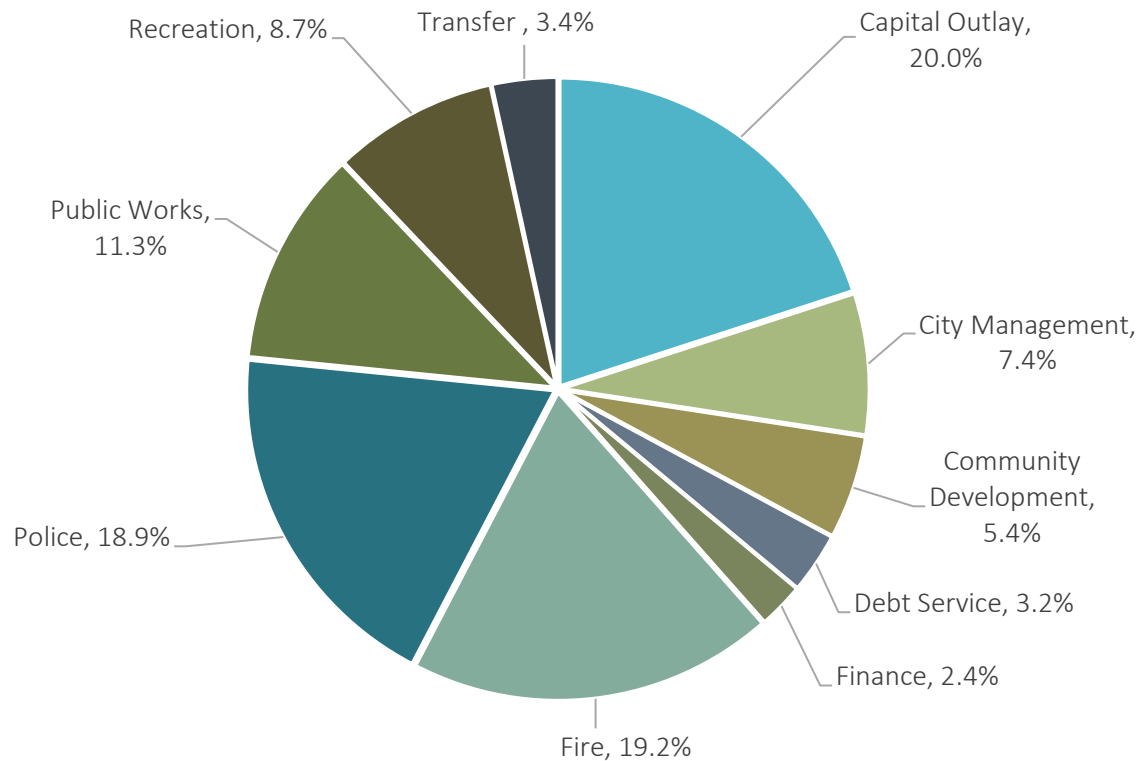
	FY 2018-19 Actual	FY 2019-20 Actual	FY 2020-21 Actual	FY 2021-22 Amended	FY 2022-23 Proposed
Salary & Benefits	\$26,658,356	\$26,514,526	\$24,952,749	\$25,198,222	\$27,189,898
PERS - Normal cost	\$2,347,062	\$2,568,791	\$2,666,119	\$2,710,560	\$2,774,150
PERS - Unfunded Liability	\$3,733,974	\$4,367,588	\$4,863,463	\$5,523,830	\$6,189,563
Total Pension Costs	\$6,081,036	\$6,936,378	\$7,529,581	\$8,234,390	\$8,963,713
Total Personnel Costs	\$32,739,391	\$33,450,904	\$32,482,330	\$33,432,612	\$36,153,611
Professional Services	\$5,604,799	\$4,413,877	\$3,783,521	\$7,726,168	\$7,838,719
Purchased Property Services	\$6,980,441	\$4,237,216	\$4,037,809	\$5,697,493	\$15,219,211
Other Services	\$1,927,639	\$1,942,210	\$1,729,638	\$3,093,653	\$3,121,786
Supplies	\$908,426	\$906,636	\$591,644	\$936,511	\$1,106,208
Property & Capital	\$4,300,026	\$1,027,578	\$2,574,261	\$690,054	\$1,017,563
Financing Costs	\$2,318,147	\$2,369,451	\$2,250,100	\$2,592,042	\$2,730,887
Transfer Out	\$4,484,202	\$2,617,178	\$5,572,731	\$2,364,562	\$2,385,644
Total Expenditures	\$59,263,070	\$50,965,049	\$53,022,034	\$56,533,095	\$69,573,629

FY 2022-23 Proposed Budget

Citywide Expenditures by Department -All Funds

	FY 2018-19 Actual	FY 2019-20 Actual	FY 2020-21 Actual	FY 2021-22 Amended	FY 2022-23 Proposed
City Management	\$4,504,441	\$4,675,656	\$3,915,041	\$5,004,568	\$5,163,006
Finance	\$1,544,090	\$1,634,682	\$1,386,245	\$1,570,459	\$1,678,897
Police	\$12,121,188	\$12,316,964	\$11,637,058	\$12,434,718	\$13,170,634
Fire	\$11,257,758	\$11,196,922	\$12,168,376	\$12,948,202	\$13,346,883
Public Works	\$5,970,106	\$6,195,395	\$5,680,136	\$7,034,838	\$7,875,285
Community Development	\$2,523,792	\$2,576,638	\$2,631,280	\$3,876,296	\$3,784,168
Recreation	\$5,989,940	\$5,652,095	\$4,112,140	\$4,937,886	\$6,029,720
Debt Service	\$2,003,674	\$2,063,770	\$1,952,308	\$2,092,297	\$2,226,887
Capital Outlay	\$8,863,880	\$2,035,750	\$3,966,719	\$4,269,269	\$13,912,505
Total Before Transfers	\$54,778,869	\$48,347,871	\$47,449,303	\$54,168,533	\$67,187,985
Transfers	\$4,484,202	\$2,617,178	\$5,572,731	\$2,364,562	\$2,385,644
Total Expenditures	\$59,263,070	\$50,965,049	\$53,022,034	\$56,533,095	\$69,573,629

FY 2022-23 Proposed Budget Citywide Spending by Department All Funds



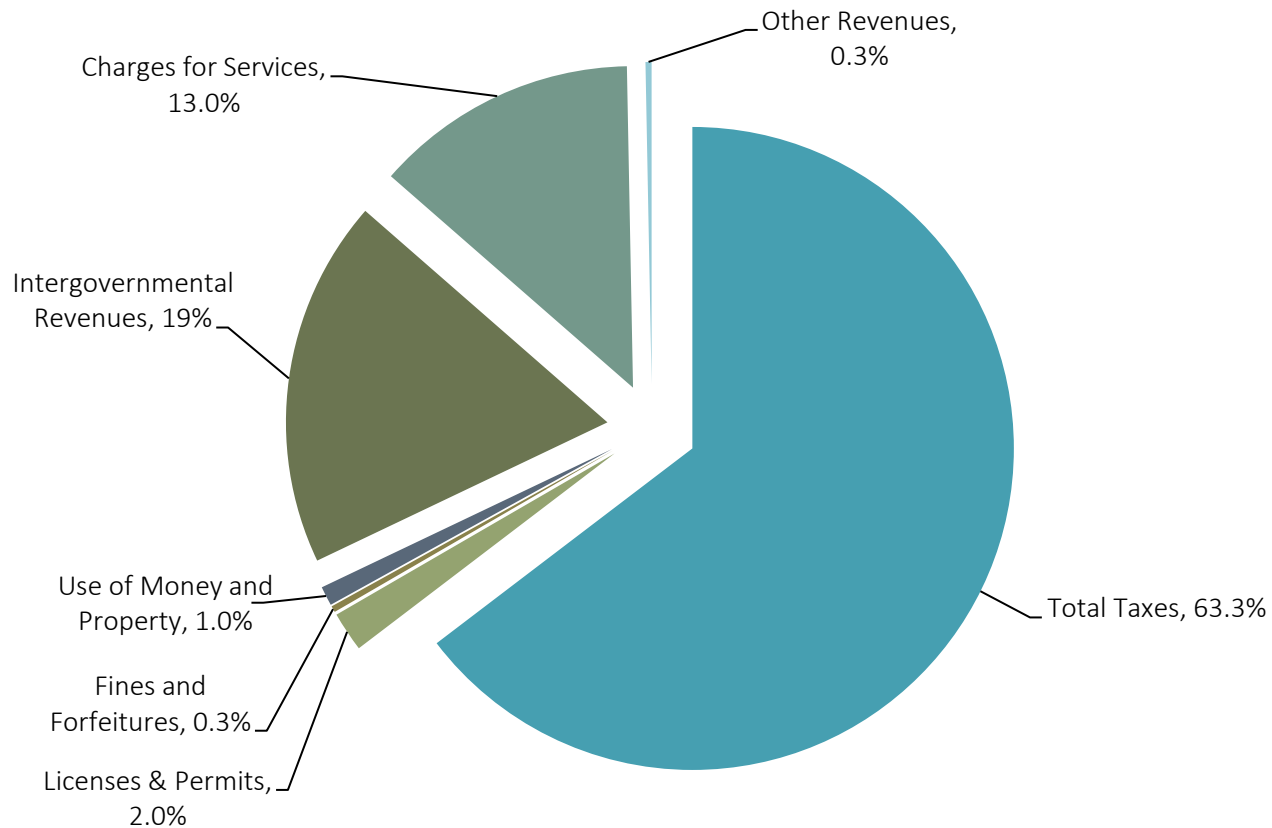
FY 2022-23 Proposed Budget Projected Fund Balances

			Projected at June 30, 2022	Revenues	Expenditures	Net Change	Est. Balance at June 30, 2023
General Fund (101)			\$7,724,131	\$45,677,116	\$44,865,113	\$812,003	\$8,536,134
Special Revenue Funds							
	Gas Tax (201)		\$244,106	\$690,959	\$653,033	\$37,926	\$282,032
	National Pollu. & Disch. Elimination (202)		\$175,537	\$338,638	\$409,602	(\$70,964)	\$104,573
	Landscape and Lighting Assessment (203)		\$86,918	\$801,664	\$865,991	(\$64,327)	\$22,591
	Measure J Return to Source (204)		\$330,065	\$482,388	\$437,802	\$44,586	\$374,651
	Measure J Storm Drain (205)		\$542,736	\$711,134	\$796,739	(\$85,605)	\$457,131
	Measure H Parcel Tax (207)		\$52,807	\$648,740	\$704,536	(\$55,796)	(\$2,989)
	Asset Seizure (208)		\$309,263				\$309,263
	Vehicle Abatement (209)		\$404,141	\$30,000	\$30,900	(\$900)	\$403,241
	Street Improvements (211)		\$1,968,975	\$1,508,376	\$2,096,680	(\$588,304)	\$1,380,671
	SB1-Road Repair & Account (212)		\$615,076	\$550,193	\$703,232	(\$153,039)	\$462,037
	Public Art (213)		\$54,838	\$0	\$100,000	(\$100,000)	(\$45,162)
	Paratransit (214)		\$237,308	\$170,000	\$163,862	\$6,138	\$243,446
	Federal, State and Local Grants (221)		(\$72,095)	\$395,511	\$395,511	\$0	(\$72,095)
	C.O.P.S. Grant (222)		\$194,412	\$150,000	\$153,000	(\$3,000)	\$191,412
	Municipal Services Corp (230)		\$41,631			\$0	\$41,631
	City Housing Trust (231)		\$2,835,000			\$0	\$2,835,000
	Low & Moderate Income Housing (232)		\$5,205,049	\$164,800	\$207,528	(\$42,728)	\$5,162,321
	Total Special Revenue Funds		\$13,331,444	\$6,642,403	\$7,988,766	(\$1,346,363)	\$11,985,081
Capital Projects Funds							
	Capital Improvements (301)		\$380,732	\$11,167,175	\$11,127,175	\$40,000	\$420,732
	Total Capital Projects Funds		\$380,732	\$11,167,175	\$11,127,175	\$40,000	\$420,732
Debt Service Funds							
	Financing Authority Measure A (834)		\$199,923			\$0	\$199,923
	Civic Center (835)		\$3,280	\$582,914	\$582,763	\$151	\$3,431
	Street Improvement (836)		\$396	\$707,100	\$707,100	\$0	\$396
	Total Debt Service Funds		\$203,599	\$1,290,014	\$1,289,863	\$151	\$203,750
Internal Service Funds							
	Vehicle /Equipment Replacement (601)		\$375,644	\$156,000	\$136,591	\$19,409	\$395,053
Enterprise Fund							
	Integrated Waste Management (501)		\$2,967,268	\$3,900,022	\$4,081,121	(\$181,099)	\$2,786,169
Fiduciary Fund							
	Employees' Pension Trust (701)		\$0	\$85,000	\$85,000	\$0	\$0
Total Funds			\$24,982,818	\$68,917,730	\$69,573,629	(\$655,899)	\$24,326,919

FY 2022-23 Proposed Budget - General Fund Revenues

Revenue Category	FY 2018-19 Actual	FY 2019-20 Actual	FY 2020-21 Actual	FY 2021-22 Amended	FY 2022-23 Proposed
Taxes					
Property Taxes	\$9,932,035	\$9,841,133	\$10,520,532	\$10,446,000	\$11,213,200
Sales Taxes	\$7,545,310	\$6,974,723	\$7,827,143	\$7,184,117	\$7,430,117
Utility Tax	\$3,207,892	\$3,165,974	\$3,444,484	\$3,100,000	\$3,300,000
Real Property Transfer Tax	\$1,102,563	\$3,467,532	\$4,419,107	\$3,800,000	\$4,300,000
Franchise Taxes	\$1,243,985	\$1,637,613	\$1,364,257	\$1,250,000	\$1,400,000
Business License Tax	\$910,104	\$918,799	\$924,358	\$900,000	\$1,100,000
Other Tax	\$149,485	\$121,701	\$126,644	\$151,500	\$151,500
Total Taxes	\$24,091,373	\$26,127,475	\$28,626,526	\$26,831,617	\$28,894,817
Licenses & Permits	\$775,876	\$784,982	\$656,881	\$1,136,112	\$893,864
Fines and Forfeitures	\$218,684	\$226,597	\$177,525	\$140,000	\$140,000
Use of Money and Property	\$504,024	\$652,410	\$333,801	\$353,968	\$434,456
Intergovernmental Revenues	\$6,744,665	\$6,728,510	\$8,164,612	\$7,808,900	\$8,270,048
Charges for Services	\$6,088,002	\$4,747,619	\$4,181,218	\$5,483,000	\$5,932,150
Other Revenues	\$982,785	\$118,334	\$238,712	\$175,000	\$136,000
Interfund Transfers	\$1,983,190	\$836,821	\$3,989,600	\$952,650	\$975,781
Total	\$41,388,597	\$40,222,747	\$46,368,874	\$42,881,247	\$45,677,116

FY 2022-23 Proposed Budget General Fund Revenues

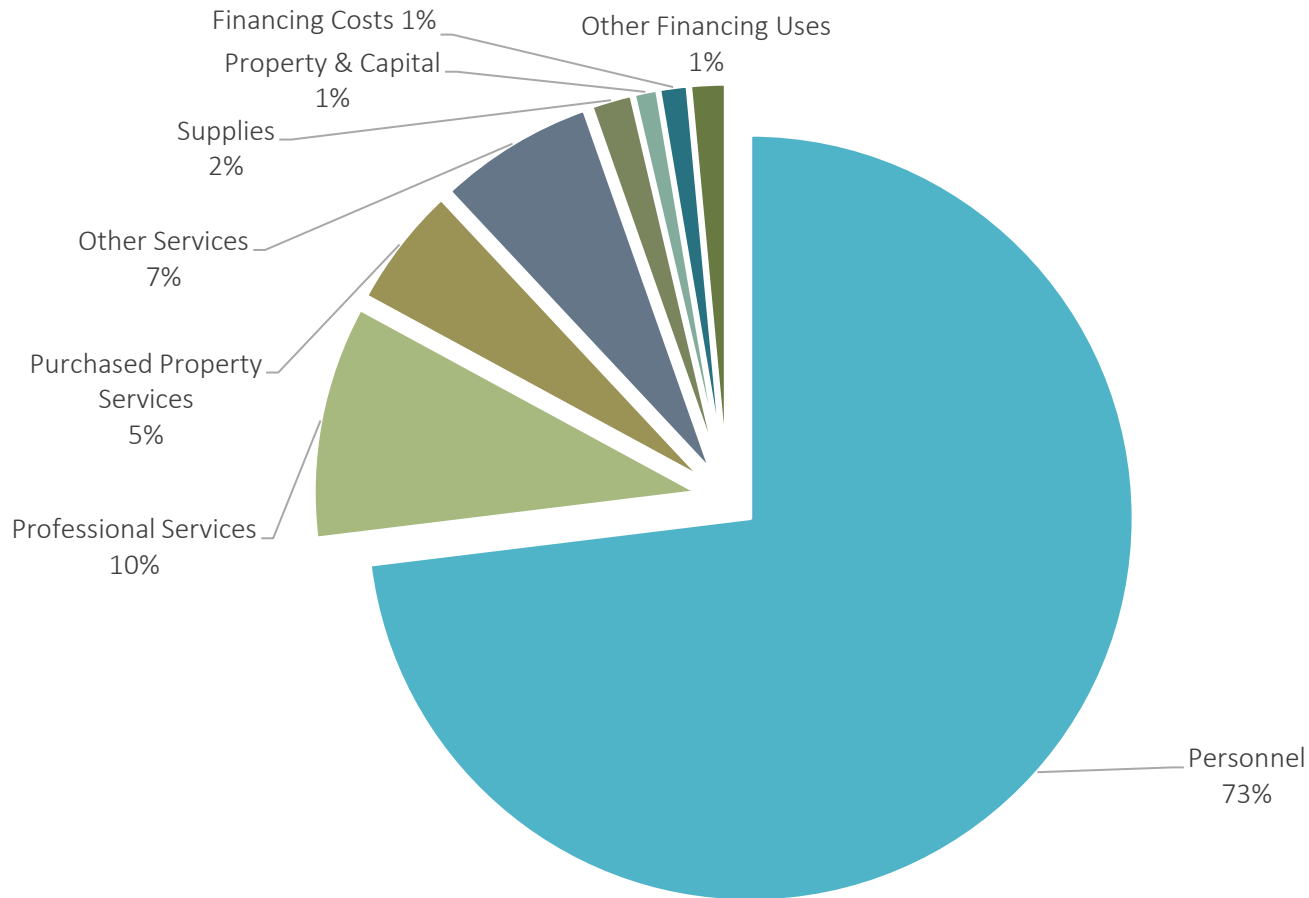


FY 2022-23 Proposed Budget

General Fund Expenditures

	FY 2018-19 Actual	FY 2019-20 Actual	FY 2020-21 Actual	FY 2021-22 Amended	FY 2022-23 Proposed
Personnel	\$29,862,092	\$30,383,014	\$29,727,625	\$30,405,915	\$32,778,862
Professional Services	\$4,487,191	\$3,701,623	\$2,906,149	\$4,636,007	\$4,421,343
Purchased Property Services	\$2,300,287	\$2,151,924	\$1,600,111	\$2,176,979	\$2,297,704
Other Services	\$1,840,614	\$1,805,567	\$1,640,747	\$2,935,029	\$2,950,883
Supplies	\$726,354	\$605,956	\$408,862	\$629,277	\$773,131
Property & Capital	\$422,240	\$413,328	\$1,573,151	\$323,278	\$443,147
Financing Costs	\$478,198	\$535,665	\$585,967	\$528,281	\$532,280
Other Financing Uses	\$1,415,882	\$696,727	\$669,817	\$665,612	\$667,763
Total	\$41,532,857	\$40,293,805	\$39,112,429	\$42,300,378	\$44,865,113

FY 2022-23 Proposed Budget General Fund Expenditures



FY 2022-23 Proposed Budget

General Fund Expenditures By Department

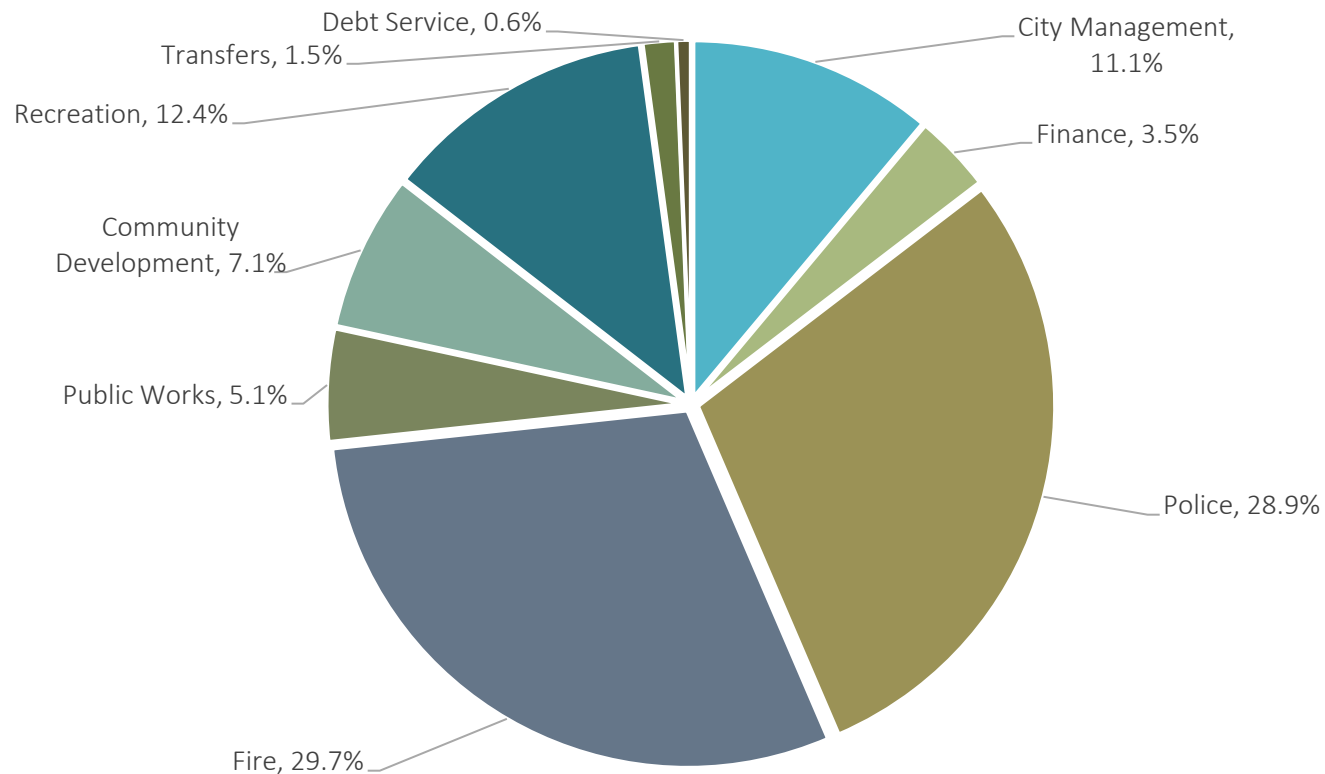
Department	FY 2018-19 Actual	FY 2019-20 Actual	FY 2020-21 Actual	FY 2021-22 Amended	FY 2022-23 Proposed
City Management	\$4,399,101	\$4,567,604	\$3,825,700	\$4,826,058	\$4,973,867
Finance	\$1,444,991	\$1,538,823	\$1,295,815	\$1,483,709	\$1,578,897
Police	\$12,121,461	\$12,199,388	\$11,629,196	\$12,250,818	\$12,986,734
Fire	\$11,257,758	\$11,182,413	\$12,168,376	\$12,948,202	\$13,346,883
Public Works	\$1,972,347	\$1,860,308	\$1,448,080	\$1,995,485	\$2,285,220
Community Development	\$2,522,098	\$2,505,481	\$2,532,671	\$3,273,257	\$3,181,129
Recreation	\$5,794,027	\$5,351,137	\$3,827,511	\$4,501,001	\$5,553,392
Transfers	\$1,415,882	\$696,727	\$669,817	\$665,612	\$667,763
Capital Outlay	\$344,253	\$59,777	\$1,321,189	\$70,000	\$0
Debt Service	\$260,939	\$332,147	\$394,074	\$286,236	\$291,228
Total	\$41,532,857	\$40,293,805	\$39,112,429	\$42,300,378	\$44,865,113

Proposed FY 2022-23 Budget: Department Highlights

- All Departments:
 - Assumes COLA for all employees
- City Administration:
 - Restoration of one position in the City Manager's office, to assist with public information, community engagement, support for emergency services, and other City Management initiatives
 - Increase in professional services funding for the BART Library project and grant writing services
 - Annual cost for increased Library hours at the El Cerrito Library
 - Costs for the 2022 General Election
- Community Development:
 - Additional funding for consulting and contract services to supplement vacant positions as well as specific development-related services that will be recovered by development-related revenues
 - Continued technology upgrades to enhance services to the public
- Finance:
 - An account technician position is proposed to be reclassified to an Accountant I position to enhance service and provide increased support to the Department
- Fire:
 - Additional funding for training and updated equipment for personnel
- Police:
 - Renegotiated contract with City of Richmond for dispatch services that is based on a proportional cost for the operation of their dispatch communications center
 - Upgrades to equipment including body worn cameras and patrol vehicles
 - Pilot program for uniform cleaning services
- Public Works:
 - Restoration of some costs to the General Fund for landscape maintenance and utilities that had been previously funded as eligible expenses within the Measure H fund
 - Reallocation of Management Analyst to be 50% funded by the General Fund, allowing this position to expand workload to include Climate Action activities
- Recreation:
 - Restoration of programming to achieve pre-pandemic levels
 - Restoration of the Fourth of July/World One festival, which had been canceled for the past two years due to the pandemic, utilizing the generous fundraising effort to offset costs of the festival from the General Fund
 - Facilitating transfer of lease of one of the former Midtown Activity Center portables to the Kensington Police Protection and Community Services District for temporary use
 - Restoring Senior Services activities above the core services that had been in place due to the pandemic

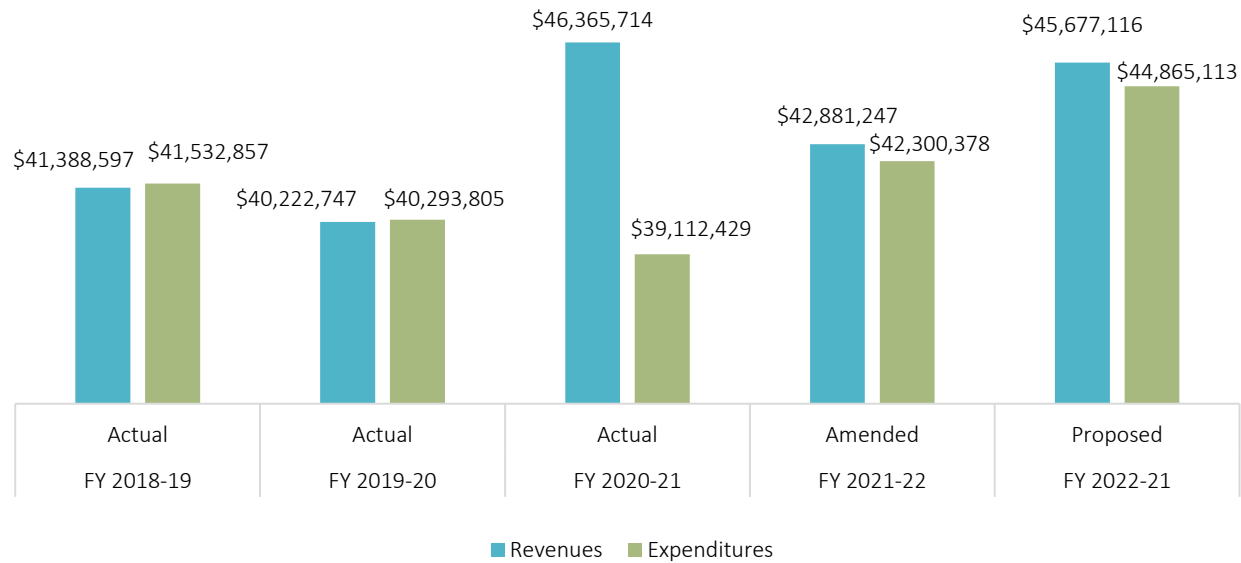
FY 2022-23 Proposed Budget

General Fund Expenses by Department



FY 2022-23 Proposed Budget – General Fund History

General Fund Revenue and Expenditure Totals



	FY 2018-19 Actual	FY 2019-20 Actual	FY 2020-21 Actual	FY 2021-22 Amended	FY 2022-23 Proposed
Revenues	\$41,388,597	\$40,222,747	\$46,365,714	\$42,881,247	\$45,677,116
Expenditures	\$41,532,857	\$40,293,805	\$39,112,429	\$42,300,378	\$44,865,113

FY 2022-23 Proposed Budget

General Fund Overview

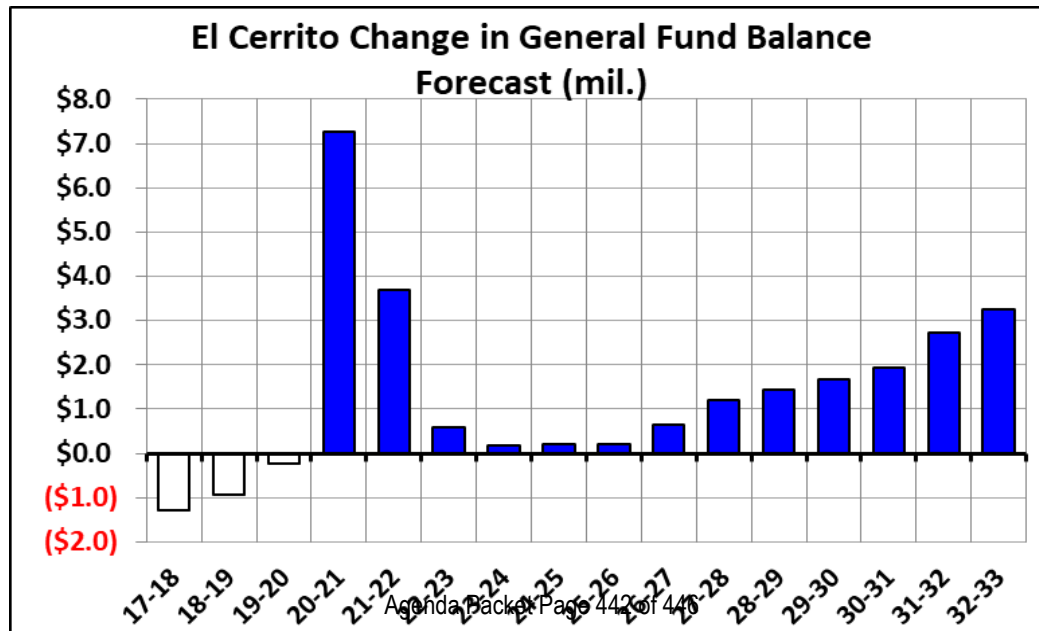
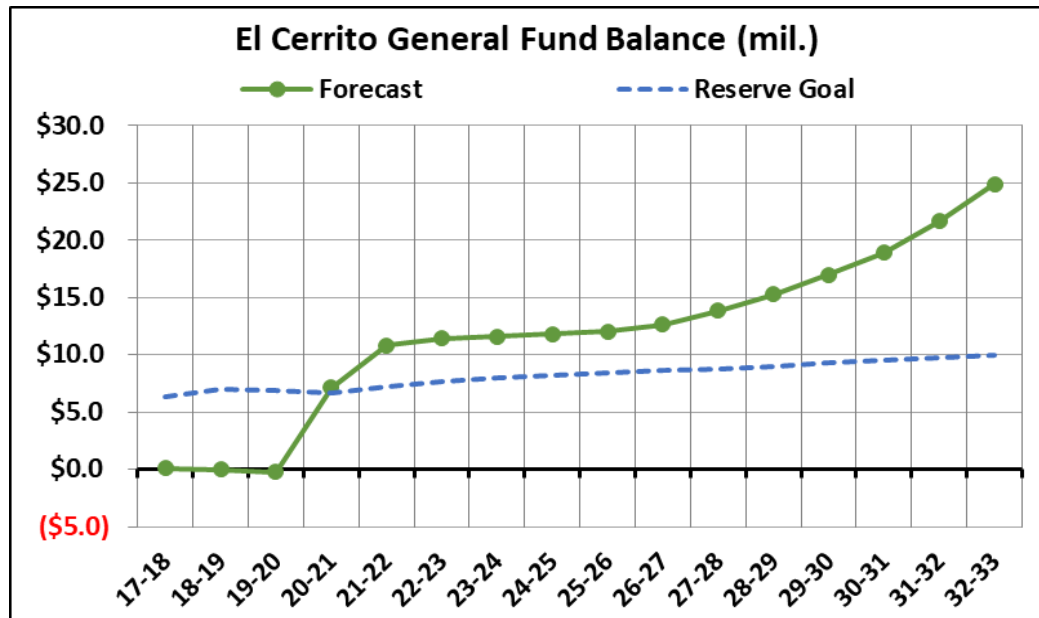
General Fund Summary	FY 2018-19 Actual	FY 2019-20 Actual	FY 2020-21 Actual	FY 2021-22 Amended	FY 2022-23 Proposed*
Beginning Restricted Fund Balance	\$2,321,077	\$1,650,928	\$1,667,511	\$25,694	\$55,000
Beginning Unassigned Fund Balance	-\$2,233,507	-\$1,707,620	-\$1,777,532	\$7,117,570	\$7,669,133
Total Beginning Fund Balance	\$87,570	-\$38,963	-\$110,021	\$7,143,264	\$7,724,133
Total Revenues	\$41,388,597	\$40,222,747	\$46,365,714	\$42,881,247	\$45,677,116
Personnel	\$29,862,092	\$30,383,014	\$29,727,625	\$30,405,915	\$32,778,862
Non-Personnel	\$11,670,765	\$9,910,791	\$9,384,804	\$11,894,463	\$12,086,251
Total Expenses	\$41,532,857	\$40,293,805	\$39,112,429	\$42,300,378	\$44,865,113
Annual Surplus/(Deficit)	-\$144,259	-\$71,058	\$7,253,285	\$580,869	\$812,003
Ending Total Fund Balance	-\$56,689	-\$110,021	\$7,143,264	\$7,724,133	\$8,536,136
Ending Reserve Percent	-0.14%	-0.27%	18.26%	18.26%	19.03%

**FY 2022-23 does not include ARPA funding – will be adjusted at FY 2021-22 year-end audit*

FY 2022-23 Proposed Budget: General Fund Five Year Forecast Detail

	FY 2019-20	FY 2020-21	Current Amended FY 2021-22	Proposed Budget FY 2022-23	Forecast FY 2023-24	Forecast FY 2024-25	Forecast FY 2025-26	Forecast FY 2026-27	Inflation Factor
Tax Revenues									
Property Tax	\$9,841	\$10,521	\$10,446	\$11,213	\$11,662	\$12,128	\$12,613	\$13,118	4%
Sales & Use Tax	3,694	4,033	3,629	3,875	3,953	4,032	4,112	4,195	2%
Transactions & Use Tax	3,281	3,791	3,555	3,555	3,626	3,699	3,773	3,848	2%
Utility Users Tax	3,166	3,670	3,100	3,300	3,399	3,501	3,606	3,714	3%
Business License Tax	1,007	925	977	1,100	1,133	1,167	1,202	1,238	3%
Transient Occupancy Tax	119	126	150	150	155	159	164	169	3%
Property Transfer Tax	3,468	4,419	3,800	4,300	4,429	4,562	4,699	4,840	3%
Franchise Payments/Tax	1,638	1,138	1,250	1,400	1,442	1,485	1,530	1,576	3%
Total Taxes	\$26,213	\$28,623	\$26,907	\$28,893	\$29,798	\$30,733	\$31,699	\$32,697	
Other Revenues									
Vehicle License Fee (VLT)	\$2,821	\$3,002	\$3,089	\$3,250	\$3,348	\$3,448	\$3,551	\$3,658	3%
Intergovernmental	3,394	4,854	4,546	5,020	5,171	5,326	5,486	5,650	3%
Fines & Forfeitures	227	178	140	140	144	149	153	158	3%
Comm Develop/Planning Fees	1,464	1,341	1,993	1,977	2,036	2,097	2,160	2,225	3%
Park & Recreation Fees	3,841	3,151	4,231	4,877	5,023	5,174	5,329	5,489	3%
Other Fees/Charges/Rentals	175	175	157	118	122	125	129	133	3%
Interest Earnings	168	59	40	40	40	40	40	40	0%
Other Revenue	1,084	993	826	386	398	410	422	434	3%
Transfers In	837	3,990	4,003	976	1,005	1,035	1,066	1,098	3%
Total Other Revenues	\$14,009	\$17,742	\$19,024	\$16,784	\$17,286	\$17,803	\$18,336	\$18,885	
Total Revenues	\$40,223	\$46,366	\$45,931	\$45,677	\$47,084	\$48,536	\$50,035	\$51,582	
Revenue Growth		15.3%	-0.9%	-0.6%	3.1%	3.1%	3.1%	3.1%	
Personnel									
Salaries/Add-Pays/Incentives	\$15,660	\$14,499	\$15,337	\$16,476	\$16,971	\$17,480	\$18,004	\$18,544	3%
Overtime/Part-time	3,327	3,190	2,985	3,268	3,366	3,467	3,571	3,678	3%
Retirement (UAL+ normal cont)	6,392	6,955	7,660	8,282	8,531	8,787	9,050	9,322	3%
Medical Benefits	2,694	2,657	2,680	2,764	2,847	2,933	3,021	3,111	3%
Other Benefits	2,309	2,427	1,744	1,989	2,048	2,110	2,173	2,238	3%
Total Personnel	\$30,383	\$29,728	\$30,406	\$32,779	\$33,762	\$34,775	\$35,818	\$36,893	
Non-Personnel Operations									
Purchased Professional & Tech Svs	\$3,702	\$2,906	\$4,636	\$4,421	\$4,554	\$4,691	\$4,831	\$4,976	3%
Purchased Property Services	2,152	1,600	2,177	2,298	2,367	2,438	2,511	2,586	3%
Other Purchased Services	1,806	1,641	2,935	2,951	3,039	3,131	3,225	3,321	3%
Supplies	606	409	629	773	796	820	845	870	3%
Property & Capital	413	252	323	443	456	470	484	499	3%
Financing Costs	536	586	528	532	548	565	582	599	3%
Other Financing Uses/Transfer Out	697	1,991	666	668	688	708	730	752	3%
Total Non-Personnel Operations	\$9,911	\$9,385	\$11,894	\$12,086	\$12,449	\$12,822	\$13,207	\$13,603	
Total Expenditures	\$40,294	\$39,112	\$42,300	\$44,865	\$46,211	\$47,597	\$49,025	\$50,496	
Expenditure Growth	-99.9%	-2.9%	8.2%	6.1%	3.0%	3.0%	3.0%	3.0%	
Annual Net Revenue (Expense)	(71)	7,253	3,689	812	873	939	1,010	1,086	
Beginning Fund Balance	1	(110)	7,143	10,832	11,644	12,517	13,456	14,466	
Ending Fund Balance	(\$70)	\$7,143	\$10,833	\$11,644	\$12,517	\$13,456	\$14,466	\$15,552	
Balance as % of Total Expense	-0.2%	15.4%	25.8%	25.4%	27.1%	28.3%	29.5%	30.8%	

FY 2022-23 Proposed Budget: General Fund Projections



FY 2022-23 Proposed Budget Capital Improvement Program Funds

	Project #	Category	Proposed 2022-23
205 Measure J Storm Drain			
Storm Drain Program	C5036	SD	308,000
SUBTOTAL Measure J Storm Drain			308,000
206 Measure A Swim Center			
Swim Center Capital Enhancements	C3050	FA	270,350
SUBTOTAL Measure A Swim Center			270,350
207 Measure H Parks & Recreation Facilities			
Parks & Recreation Facilities Master Plan Program	various	PK	-
Swim Center Enhancements	C3050	FA	64,650
Arlington Park Improvements	tbd	PK	147,124
SUBTOTAL Measure H Parks & Rec			211,774
211 Measure A Street Improvements**			
Annual Street Improvement Program	C3027	ST	675,000
Traffic Safety & Management Program	C3070	ST	50,000
Richmond Street Improvements	C3080	ST	400,000
Local Match - Potential Federal Stimulus Funds	tbd	ST	150,000
SUBTOTAL Measure A Street Improvements			1,275,000
212 SB 1 - Road Maintenance and Rehabilitation Account Fund			
Access Modifications - Streets & Sidewalks	C3024	ST	400,000
Del Norte TOD Infrastructure Imprvmnts	C4014	ST	50,000
Active Transportation Program	tbd	ST	25,000
Local Roadway Safety Plan	tbd	ST	15,000
SUBTOTAL SB 1 - Road Maintenance and Rehabilitation Account			490,000
301 Capital Improvement Fund (A, Other Sources - Secure)			
Energy & Water Efficiency Program	C3043	AD	21,000
Park Facilities Rehab & Improvement Program	tbd	FA	61,000
Arlington Park Improvements	tbd	PK	192,876
HNA Trail Entry & Signage Improvements	C5038	PK	60,058
Ohlone Greenway Impr - Hill to Blake	C3069	CR	-
Del Norte TOD Infrastructure Imprvmnts	C4014	ST	10,716,241
El Dorado-Gladys-B Street Imprvmnts	C3079	ST	-
Local Roadway Safety Plan	tbd	ST	72,000
SUBTOTAL Capital Improvement Fund (A, Other Sources - Secure)			11,123,175
Total Capital Improvement Program Budget Appropriations			\$ 13,678,299

One-time Projects/Expenditures

- Staff is recommending three one-time projects that will be undertaken this fiscal year that would be proposed to utilize fund balance, including:
 - Classification and Compensation Study - \$200,000
 - General Plan Safety Element - \$175,000 (estimate)
 - Climate Action Plan update - \$85,000 (estimate)
- For each of these projects, instead of including the expenses within the Proposed FY 2022-23 Budget, staff will separately bring the contracts for these items to the City Council and request a separate appropriation from General Fund balance to fund the projects
- The estimated cost of the three projects in total would have an impact of \$460,000 to the General Fund balance
 - General Fund balance is estimated to be \$10,773,262 as of the end of FY 2021-22

FY 2022-23 Proposed Budget Next Steps

- Questions, Comments, Direction
- FAB Meeting June 16, 2022
- Finalize budget document
- Regular City Council Meeting June 21, 2022
- Additional Special Meetings as needed
- Adoption of Budget by June 30, 2022

FY 2022-23 Proposed Budget

Special thanks to.....

- Residents and businesses of El Cerrito for their engagement
- City Council for their leadership and diligence
- Financial Advisory Board for their review and feedback
- City Staff for their hard work and commitment
- Executive Team for their leadership and dedication
- Sandra, Lucy, Holly, Alex, Maggie, Chris B. for their work on the budget document