



TWO YEAR BUDGET

Fiscal Years 2020-21 and 2021-22
City of Shasta Lake, California



City of Shasta Lake, California

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MEMORANDUM

TO: Mayor and City Council Members

FROM: John N. Duckett, Jr., City Manager

DATE: June 12, 2020

SUBJECT: Two-Year Fiscal Budget – FY 2020-21 and FY 2021-22

City Staff respectfully submits the 2021-22 biennial budget for the City of Shasta Lake.

Overall the decisions in the development of this budget was the expectation of a fiscally sound and balanced budget without sacrificing existing core services. The ongoing challenge for City Council and staff (and the budget) is how to effectively balance the vast number of desired services, programs and solutions requested above and beyond the vital core services being provided – against a finite source of available resources.

Coupled with the above is the potential impacts from the ongoing Coronavirus (COVID-19) pandemic sweeping both the nation and the world. Currently the City is not expecting any significant financial impact within its General, Water, Wastewater and Electric Funds. All indicators at present suggest the economy is beginning to revive and is predicted to ramp up rapidly. However, all eyes will be on Sacramento as the State of California deals with its projected revenue short fall due the Governor's statewide stay at home order that had tremendous impacts on larger cities and counties in the southern part of the state.

The budget includes all funds the City anticipates will be received and expended throughout the upcoming two-year period. In most instances, revenue and expenditures are based on known information likely to occur, however, it is important to note that the City is reliant on many factors when making projections for budget purposes. Please see the City-wide comparative fund summary for 2021 and 2022 for an overview of all funds.

The two-year budget document contains estimated general wage increases for all City employees. IBEW and Teamsters wages were negotiated and are under Memorandum of Understandings through fiscal year 2024. A 3% general salary increase has been budgeted both years for Management staff. This is in line with expected COLA and predicted salary increases for the United States due to inflation. In addition, there are recommended equity adjustments for the Assistant City Manager, Development Services Technician III, and a title and equity adjustment for the Labor Standards Coordinator changing the title to Executive Assistant. These changes have been reflected within the salary budget and included in the overall budget.

The City contributes to the California Employers' Retirement Benefit Trust (CERBT) for a defined benefit post-employment healthcare program. An employee is eligible for lifetime medical benefits under the plan, along with his/her spouse at the time of retirement, if he or she retires from the City under California Public Employees' Retirement System (CalPERS). Retiree health care costs have continued to rise over time. As of July 1, 2017, the most recent actuarial valuation date, the plan was 81.9% funded. The actuarial accrued liability was \$8,035,937 and the actuarial value of assets was \$6,581,232, resulting in an unfunded actuarial accrued liability (UAAL) of \$1,454,705. As of March 31, 2020, the City has invested \$7,269,783 to the retiree health trust. The City is currently undergoing an actuarial valuation for retiree health care costs as of July 1, 2019.

Retirement pensions also continue to increase dramatically. In 2019 the City issued Certificates of Participation and made a payment with the proceeds of \$8,383,892 to CALPERS to pay off the recorded pension retirement liability for a potential savings of \$3,659,503 over the next 30 years. This process also allowed the City to have an even annual payment. The annual debt service payments are \$660,661 for 2020-21, and \$662,593 for 2021-22. CalPERS projects the employer normal cost rate as follows; 15.445% for 2020-21, and 15.4% for 2021-22 of employee wages.

The City is anticipating a robust capital expenditure program over the next two years. This is a result of sound planning within all areas of operation within the City. See below for a summary of City-wide anticipated capital projects:

NOTE: the term “roll-over” above and mentioned in this document refers to funds committed for projects in a previous fiscal year and moved to the current fiscal year.

Capital Outlay Summary - City Wide

Department and Project	FY20-21	FY21-22
Water		
Toyon Water Plan Demolition	\$ 150,000	\$ -
Filter #1 Rehab*	300,000	0
Portable Office Building - H2O Plant	50,000	0
Storage Tank Maintenance	275,000	275,000
Urban Water Management Plan Update	40,000	0
Risk and Resilience Assessment	40,000	0
PRV Replacement Project	100,000	100,000
Pancake Hill Water Improvements	200,000	0
Onsite Chlorine Generation	225,000	0
Water Age Modeling and Operations Review Study	0	150,000
Backwash Separation Tank #2	0	150,000
Filter to Waste Study	0	40,000
Bella Vista Intertie PS Control Panel and SCADA Upgrade	0	50,000
Emergency Response Plan Update	0	20,000
Water Rate Study	0	25,000
Crack Seal and Slurry Seal WTP Parking Lot and Roadway	0	25,000
	1,380,000	835,000

Electric

SGIP Substation Project	350,000	0
Flanagan Control Systems	0	1,000,000
Keswick-Knauf Reconductoring	1,000,000	0
CVS Upgrade	114,000	0
Relays in Knauf and CV Substations	500,000	0
Distribution System Replacements	0	25,000
SMART Meter Replacement	990,000	0
Interstate 5 URD Crossings	0	200,000
Distribution System Modernize	17,000	0
Knauf Battery Replacement	0	16,000
Twin Lakes Entrance	0	100,000
Twin Lakes Secondary	0	100,000
Flanagan Structure Replacement	650,000	0
Keswick Fiber Replacement	65,000	0
Fault Indicators	0	19,000
Capacitor Bank Controls Update	0	21,000
Corp Yard - Slurry Seal	0	75,000
Fuse Replacements (Wildfire Mitigation)	30,000	30,000
	<u>3,716,000</u>	<u>1,586,000</u>

Wastewater

WWTP Aeration Basin Davit Cranes	23,500	0
WWTP LED Lighting Project	13,000	0
Infiltration and Inflow Study and Modeling	100,000	100,000
Force Main Replacement Project	0	2,900,000
WWTP Ongoing Engineering Services	30,000	0
	<u>166,500</u>	<u>3,000,000</u>

General

General Plan Tech Study	2,000	0
Housing Element Update	5,000	0
General Plan Update EIR	100,000	20,000
Akrich Dog Park Conversion	75,000	0
Locust & SR151 Parking Lot	75,000	0
Street Paving Project TBD	700,000	700,000
	<u>957,000</u>	<u>720,000</u>

Trafficway		
Pavement Striping	75,000	75,000
Street Lighting	50,000	50,000
Moody Creek Bridge Rehab	538,000	0
Local Roadway Safety Plan (LRSP)	65,000	0
Lake Boulevard Improvements 20-21	500,000	0
Street Paving Project 21-22 TBD	0	500,000
	<u>1,228,000</u>	<u>625,000</u>
Motor Pool		
Vehicle Replacement	151,000	80,000
Police Vehicle Replacement	50,000	50,000
	<u>201,000</u>	<u>130,000</u>
Public Works		
Corp Yard - Slurry Seal	0	75,000
	<u>0</u>	<u>75,000</u>
Total Projects	\$ 7,648,500	\$ 6,971,000

General Fund

General Fund Revenue

Staff has analyzed General Fund revenue streams in order to make projections for the next two budget cycles. The City's General Fund revenue is subject to many factors that are outside of the City's control. With these factors in mind, staff believes that the projections presented here are likely to occur. The following table details overall General Fund revenue and expenditure projections:

Overall General Fund Estimated Revenues and Expenditures

	<u>FY 2020-21</u>	<u>FY 2021-22</u>
Revenue Projection	\$ 8,925,188	\$ 8,901,185
Expenditure Projection	9,607,644	9,497,507
Capital Outlay - add back	<u>957,000</u>	<u>720,000</u>
Revenue Over (Under) Expenditures	\$ 274,544	\$ 123,678

Removing one-time capital expenditures, the General Fund is projected to have revenues exceeding expenditures for the first year of \$274,544. The second year is projected to have expenditures exceeding revenues of \$123,678.

At the close of fiscal year 2020-21, the General Fund is projected to have an unrestricted fund balance of over \$3,000,000, which includes capital outlay costs. This reserve is expected to decrease due to the excess expenditures in the 2021 fiscal year, particularly for street paving.

General Fund Departmental Expenditures

City Manager –An election expense of \$7,500 has been budgeted for each fiscal year.

Customer Service –Increase in merchant card fees.

Development Services – A full time GIS Program Coordinator position was moved to 25% General Fund Public Services, and 75% Public Works.

Central Services – Increase for CALFIRE grant, offset by grant revenues, \$150,000 for FY20-21 and \$30,000 for FY21-22, as well as fuel reduction projects at \$10,000 for each year. There is \$45,000 budgeted annually for donations to other organizations. Additional amounts were added for planned computer software upgrades and investment in computer technology to ensure we are as effective as possible working in extraordinary emergency situations such as fire, snowstorm, natural disasters, or pandemics, etc.

Capital Outlay – \$957,000 and \$720,000, which includes \$700,000 annually for street paving.

Animal Control – In FY19-20 a part-time position was converted to a full-time position for retention purposes.

Park/Recreation Services – Two additional full-time employees were added in FY19-20, instead of using part-time employees, and contracting for landscaping services.

Police Services – An increase of approximately \$94,000 has been included for police contract services (3% increase), with an additional 3.0% increase budgeted for 2020.

Public Services – 25% of GIS Program Coordinator position was moved from Development Services, and associated expenses of \$11,500 added.

Special Revenue Funds**Transportation-Trafficway**

Revenue – Revenues fluctuate from year to year. SB-1: The Road Repair and Accountability Act revenues are new to the City budget. The City estimates \$177,000 of annual revenues, which has offset the lack of funding from SRTA. At this time, it is unknown what, if any, Exchange funds the City will receive through SRTA.

Expenditures – Budgeted expenses include \$538,000 for the Moody Creek Bridge rehabilitation, \$75,000 annually for pavement striping, \$50,000 annually for street lighting, \$65,000 for a Local Roadway Safety Plan, and \$500,000 for Lake Boulevard Improvements.

Plant & Facility Connection Charges

These funds are collected through new development and are utilized to construct or upgrade facilities. Expenditures in these funds are limited to funds available and revenue received in the current year. The City has four wholly separate funds related to water, electric, wastewater, and park services.

Revenue – Conservative revenue projections have been made for all of the City's P&FCC funds.

Transfers – Per the 2019 Wastewater Study, \$230,744 will be transferred to the Wastewater Fund from the Wastewater P&FCC Fund.

CDBG Projects Funds

The CDBG program is a pass-through federal grant awarded from the State of California Housing and Community Development to grant small cities with a population under 50,000. This funding is released through a Notice of Funding Availability (NOFA), and is a competitive application process. CDBG funding may be used for projects such as; community service, infrastructure improvements, and housing for low income residents. Typical projects funded in the past include infrastructure improvements and construction of public facilities.

Over the last year the City has been awarded several grants including Housing Rehabilitation, Water and Wastewater Master Plan, and WTP Centrifuge Dewatering project. The City anticipates applying for CDBG funding for Street Improvement, Affordable Housing, and Public Improvement Funding.

Enterprise Funds

Water Enterprise

Revenue – Revenues projections include approved rate adjustments.

Expenditures – An additional full-time new Water Treatment Plant Operator has been budgeted. \$25,000 has been set aside in 2022 for a new water rate study. Capital Outlay additions include: \$275,000 each year for storage tank maintenance, \$300,000 for Filter #1 rehabilitation, \$200,000 for Pancake Hill Water Improvements, and \$225,000 for Onsite Chlorine Generation. See the capital outlay summary for a complete list of Water Enterprise projects.

Electric Enterprise

Revenue – Revenue projections are estimated by Staff. A rate study was recently approved.

Expenditures – The largest purchases for Electric are power purchases and total over \$11,000,000 of the annual budget. Capital Outlay additions include: Keswick-Knauf Reconductoring of \$1,000,000, SMART Meter Replacement of \$990,000, Flanagan Structure Replacement of \$650,000 in FY20-21, and Flanagan Control Systems of \$1,000,000 in FY21-22. See the capital outlay summary for a complete list of Electric Enterprise projects.

Wastewater Enterprise

Revenue – Staff used the Wastewater Rate Study approved in April 2020 to budget revenue for both fiscal years.

Expenditures – Utility costs have increased as a result of the recent upgrades to the facility. Capital Outlay additions are as follows: \$2,900,000 Force Main Project in FY21-22, \$100,000 each year for a collection system Infiltration and Inflow Study and System Modeling, \$30,000 in FY20-21 for treatment facility ongoing engineering services, and \$36,500 for various projects in FY20-21 at the Treatment Plant.

Industrial Park Enterprise

The City has turned over landscaping maintenance responsibility to the property owners in the Industrial Park, as the City no longer owns property in the Park.

Revenue – There is minor activity within this fund. Assessment revenues cover debt requirements.

Expenditures – There is minor activity within this fund. Debt payments comprise the largest portion of expenses.

Internal Service Funds

Motor Pool

Revenue – The fund charges only for the services it provides.

Expenditures – A part-time position was converted to a full-time position. The Motor Pool Fund’s vehicle replacement budget for the next two years is proposed as follows:

Motor Pool Vehicle Replacements

FY 2021	
Kia Sportage (3)	\$ 90,000
Small Pickup	35,000
Flail Mower	15,000
Parks Equipment Trailer	3,000
Plow	8,000
Police Vehicle	50,000
Subtotal	<u>201,000</u>

FY 2021	
Small Truck	30,000
Service Truck	50,000
Police Vehicle	50,000
Subtotal	<u>\$130,000</u>

Public Works

Revenue – The fund charges only for the services it provides.

Expenditures - 75% of GIS Program Coordinator position was moved from Development Services.

All services provided by the Public Works Department are recovered from the individual funds utilizing services. These funds include the Wastewater Utility, Water Utility, Transportation, Trafficway, and General Fund.

Conclusion

Information has been summarized regarding any significant changes in this two-year budget from previous year's budgets. Through the concerted efforts of a talented and dedicated staff it is with confidence that we present the City Council, Finance Committee and Citizens of Shasta Lake with this 2021-22 Biennial Budget. The budget is a "road map", laying out the course of City operations for the next two years. This project requires hours upon hours of staff time to develop the best plan, at the lowest cost, for the greatest benefit to the citizens of Shasta Lake. Many years of combined staff experience went into projecting the resources and expenditures required to meet the needs of the community, and the outcome is this budget which provides for essential core services and many other programs in the next biennium. We would like to acknowledge the time and effort of all staff members and department directors that contribute wholeheartedly to this task in addition to the daily operational workload. On behalf of the City staff and the community, we thank the Finance Committee and City Council for their time and dedication to this important public process.

COMPARATIVE FUND SUMMARY - ALL FUNDS (FY 2020-21)

Fund Category	Restricted * Funds July 1, 2020	Funds Available July 1, 2020	Estimated Revenue 2020-21	Other Financing Sources	Other Financing Uses	Operating Transfers In	Operating Transfers Out	Estimated Expenditures 2020-21	Restricted * Funds June 30, 2021	Estimated Fund Available June 30, 2021
GENERAL FUND	\$ 683,161	\$ 3,757,532	\$ 8,925,188	\$ -	\$ -	\$ -	\$ -	\$ 9,651,144	\$ 683,161	\$ 3,031,576
SPECIAL REVENUE FUNDS										
Trafficway	1,742,520	-	910,641	-	-	-	-	1,608,902	1,044,259	-
Transportation	674,911	-	647,000	-	-	-	-	560,742	761,169	-
Housing Authority	682,472	-	-	-	-	-	-	55,000	627,472	-
Water Plant & Facilities	319,346	-	180,000	-	-	-	-	9,082	490,264	-
Electric Plant & Facilities	295,581	-	30,000	-	-	-	-	1,845	323,736	-
Wastewater Plant & Facilities	463,941	-	5,756	-	-	-	230,744	12,126	226,827	-
Parks Plant & Facilities	251,756	-	60,000	-	-	-	-	3,054	308,702	-
Law Enforcement Grant	11,014	-	100,000	-	-	-	-	100,000	11,014	-
CDBG Project Fund	(4,206)	-	150,000	-	-	-	-	150,000	(4,206)	-
CDBG Housing Rehabilitation	170,889	-	-	-	-	-	-	100,000	70,889	-
CDBG HOME Program	179,328	-	600,000	-	-	-	-	602,000	177,328	-
	<u>4,787,552</u>	<u>-</u>	<u>2,683,397</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>230,744</u>	<u>3,202,751</u>	<u>4,037,454</u>	<u>-</u>
DEBT SERVICE FUNDS										
1995 Wastewater Treatment	540,254	-	250,000	-	-	-	-	228,643	561,611	-
Riddle Road Water Bond	7,888	-	3,750	-	-	-	-	3,350	8,288	-
Davis-Grunsky Act Loan	101,677	-	11,500	-	-	-	-	11,077	102,100	-
	<u>649,819</u>	<u>-</u>	<u>265,250</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>243,070</u>	<u>671,999</u>	<u>-</u>
ENTERPRISE FUNDS - DEPRECIATION/AMORTIZATION NOT INCLUDED										
Water	-	3,287,898	4,120,012	-	-	-	-	4,390,200	-	3,017,710
Electric	-	20,295,581	22,182,666	-	-	-	-	25,130,756	-	17,347,491
Wastewater	-	3,047,152	3,414,556	-	-	230,744	-	3,314,590	-	3,377,862
Industrial Park	-	447,906	50,000	-	-	-	-	82,892	-	415,014
	<u>-</u>	<u>27,078,537</u>	<u>29,767,234</u>	<u>-</u>	<u>-</u>	<u>230,744</u>	<u>-</u>	<u>32,918,438</u>	<u>-</u>	<u>24,158,077</u>
INTERNAL SERVICE FUNDS - DEPRECIATION NOT INCLUDED										
Motor Pool	-	(143,353)	957,835	-	-	-	-	907,835	-	(93,353)
Community Facilities Dist.	-	-	70,000	-	-	-	-	57,255	-	12,745
Public Works	-	(629,628)	2,332,463	-	-	-	-	2,332,463	-	(629,628)
	<u>-</u>	<u>(772,981)</u>	<u>3,360,298</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>3,297,553</u>	<u>-</u>	<u>(710,236)</u>
TOTAL ALL FUNDS	\$ 6,120,532	\$ 30,063,088	\$ 45,001,367	\$ -	\$ -	\$ 230,744	\$ 230,744	\$ 49,312,956	\$ 5,392,614	\$ 26,479,417

COMPARATIVE FUND SUMMARY - ALL FUNDS (FY 2021-22)

Fund Category	Restricted * Funds July 1, 2021	Funds Available July 1, 2021	Estimated Revenue 2021-22	Other Financing Sources	Other Financing Uses	Operating Transfers In	Operating Transfers Out	Estimated Expenditures 2021-22	Restricted * Funds June 30, 2022	Estimated Fund Available June 30, 2022
GENERAL FUND	\$ 683,161	\$ 3,031,576	\$ 8,901,185	\$ -	\$ -	\$ -	\$ -	\$ 9,541,007	\$ 683,161	\$ 2,391,754
SPECIAL REVENUE FUNDS										
Trafficway	1,044,259	-	434,350	-	-	-	-	1,025,386	453,223	-
Transportation	761,169	-	647,000	-	-	-	-	576,126	832,043	-
Housing Authority	627,472	-	-	-	-	-	-	55,000	572,472	-
Water Plant & Facilities	490,264	-	180,000	-	-	-	-	9,354	660,910	-
Electric Plant & Facilities	323,736	-	30,000	-	-	-	-	1,900	351,836	-
Wastewater Plant & Facilities	226,827	-	16,756	-	-	-	230,744	12,490	349	-
Parks Plant & Facilities	308,702	-	60,000	-	-	-	-	3,146	365,556	-
Law Enforcement Grant	11,014	-	100,000	-	-	-	-	100,000	11,014	-
CDBG Project Fund	(4,206)	-	150,000	-	-	-	-	150,000	(4,206)	-
CDBG Housing Rehabilitation	70,889	-	-	-	-	-	-	-	70,889	-
CDBG HOME Program	177,328	-	100,000	-	-	-	-	52,000	225,328	-
	<u>4,037,454</u>	<u>-</u>	<u>1,718,106</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>230,744</u>	<u>1,985,402</u>	<u>3,539,414</u>	<u>-</u>
DEBT SERVICE FUNDS										
1995 Wastewater Treatment	561,611	-	250,000	-	-	-	-	230,130	581,481	-
Riddle Road Water Bond	8,288	-	3,750	-	-	-	-	3,250	8,788	-
Davis-Grunsky Act Loan	102,100	-	11,500	-	-	-	-	11,077	102,523	-
	<u>671,999</u>	<u>-</u>	<u>265,250</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>244,457</u>	<u>692,792</u>	<u>-</u>
ENTERPRISE FUNDS - DEPRECIATION/AMORTIZATION NOT INCLUDED										
Water	-	3,017,710	4,120,012	-	-	-	-	3,922,438	-	3,215,284
Electric	-	17,347,491	22,187,529	-	-	-	-	23,678,827	-	15,856,193
Wastewater	-	3,377,862	3,537,382	-	-	230,744	-	6,221,778	-	924,210
Industrial Park	-	415,014	50,000	-	-	-	-	81,139	-	383,875
	<u>-</u>	<u>24,158,077</u>	<u>29,894,923</u>	<u>-</u>	<u>-</u>	<u>230,744</u>	<u>-</u>	<u>33,904,182</u>	<u>-</u>	<u>20,379,562</u>
INTERNAL SERVICE FUNDS - DEPRECIATION NOT INCLUDED										
Motor Pool	-	(93,353)	887,713	-	-	-	-	837,713	-	(43,353)
Community Facilities Dist.	-	12,745	70,000	-	-	-	-	57,255	-	25,490
Public Works*	-	(629,628)	2,449,182	-	-	-	-	2,449,182	-	(629,628)
	<u>-</u>	<u>(710,236)</u>	<u>3,406,895</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>3,344,150</u>	<u>-</u>	<u>(647,491)</u>
TOTAL ALL FUNDS	\$ 5,392,614	\$ 26,479,417	\$ 44,186,359	\$ -	\$ -	\$ 230,744	\$ 230,744	\$ 49,019,198	\$ 4,915,367	\$ 22,123,825

TWO-YEAR BUDGET FISCAL YEARS 2020-21 AND 2021-22



Water Department

Program Description:

Administrative charges (01-01) for the Water System Utility includes expenses such as permits, insurance, depreciation, administrative fees, Motor Pool, and debt expense. Water Distribution (01-02) is responsible for providing clean safe drinking water to the City of Shasta Lake customers, along with providing adequate fire flows for residential, commercial and industrial use. Water Distribution installs and maintains distribution mains and service lines. Performs routine and emergency maintenance on valves/boxes, meters/boxes and fire hydrants. Water Supply and Treatment (01-03) administers the water conservation program, is responsible for obtaining an adequate supply of domestic water and treating the water to meet (as a minimum) State health standards. The Department is responsible for providing adequate capacity for future growth with infrastructure development and replacement. Capital outlay (01-09) provides for the funding of capital improvements and capital replacement for the Water Treatment Plant and distribution facilities.

Objectives:

- Provide safe and reliable drinking water for the City of Shasta Lake citizens.
- Meet all State and Federal drinking water guidelines.
- Maintain water conservation program.
- Secure new Potable Water Tank site.
- Continue fire hydrant replacement program to help maintain adequate fire flows.
- Continue securing long-term and short-term water supply contracts.

Budget Impacts:

- **Personnel:** 4 FTE
- **Operation and Maintenance:** N/A
- **Capital Outlay:** See Capital Outlay Budget (01-09)

WATER ENTERPRISE FUND

FUND SUMMARY

	Council Approved FY 2020-21	Council Approved FY 2021-22
Restricted Funds, Beginning of Year	\$ -	\$ -
Funds Available, Beginning of Year	3,287,898	3,017,710
Estimated Revenues for Fiscal Year	4,120,012	4,120,012
Operating Transfers In	-	-
Operating Transfers Out	-	-
Estimated Expenditures for Fiscal Year*	4,390,200	3,922,438
Restricted Funds, End of Year	-	-
Estimated Funds, End of Year	\$ 3,017,710	\$ 3,215,284

*Add back depreciation

REVENUE SUMMARY

	Actual Revenue FY 2017-18	Actual Revenue FY 2018-19	Council Approved FY 2019-20	Council Approved FY 2020-21	Council Approved FY 2021-22
Charges for Current Services	\$ 3,408,888	\$ 3,797,254	\$ 4,086,012	\$ 4,086,012	\$ 4,086,012
Revenue from Use of Money	13,613	99,439	25,000	25,000	25,000
Other Revenue	158,880	61,944	9,000	9,000	9,000
Total Revenues	3,581,381	3,958,637	4,120,012	4,120,012	4,120,012

EXPENDITURE SUMMARY

	Actual Expended FY 2017-18	Actual Expended FY 2018-19	Council Approved FY 2019-20	Council Approved FY 2020-21	Council Approved FY 2021-22
Water Administration	1,228,148	1,244,791	1,443,930	1,490,669	1,507,093
Water Distribution	792,197	904,958	841,200	892,985	933,139
Water Treatment	955,203	928,553	600,407	1,176,546	1,197,206
Water Capital*	-	-	1,047,937	1,380,000	835,000
Total Expenditures	\$ 2,975,548	\$ 3,078,302	\$ 3,933,474	\$ 4,940,200	\$ 4,472,438

REVENUE DETAIL
WATER ENTERPRISE
Fund 01

	Actual Revenue FY 2017-18	Actual Revenue FY 2018-19	Council Approved FY 2019-20	Council Approved FY 2020-21	Council Approved FY 2021-22
Charges for Current Services					
01-702 Sales-Utility Services	\$ 3,376,223	\$ 3,751,541	\$ 4,053,512	\$ 4,053,512	\$ 4,053,512
01-705 Excess Water Usage*	(320)	-	-	-	-
01-720 Service Connection Fees	32,985	45,713	32,500	32,500	32,500
Subtotal	3,408,888	3,797,254	4,086,012	4,086,012	4,086,012
Revenue from Use of Money					
01-851 Interest on Investments	31,680	68,677	25,000	25,000	25,000
01-852 Fair Value of Investments	(18,067)	30,762	-	-	-
Subtotal	13,613	99,439	25,000	25,000	25,000
Other Revenue					
01-301 Transfers In	160,000	-	-	-	-
01-302 Transfers Out**	(5,621)	(8,322)	-	-	-
01-910 Miscellaneous Revenue	4,501	70,266	9,000	9,000	9,000
Subtotal	158,880	61,944	9,000	9,000	9,000
Total Revenues	\$ 3,581,381	\$ 3,958,637	\$ 4,120,012	\$ 4,120,012	\$ 4,120,012

*Ceased in 2015-16.

**Represents transfer to General Fund for construction of new City Hall.

EXPENDITURE DETAIL
WATER ADMINISTRATION
Fund 01
Department 01

	Actual Expended FY 2017-18	Actual Expended FY 2018-19	Council Approved FY 2019-20	Council Approved FY 2020-21	Council Approved FY 2021-22
Materials Supplies & Services					
5500 Misc. Expense	-	-	-	-	-
5513 Permits & Fees	\$ 29,884	\$ 20,175	\$ 45,000	\$ 45,000	\$ 45,000
5521 Services-Consulting	-	-	35,000	35,000	35,000
5528 Bad Debts	4,482	14,442	7,500	7,500	7,500
5565 Travel, Meetings, Dues	4,646	1,136	1,500	1,500	1,500
5590 Insurance	28,533	38,876	33,540	36,894	40,583
5592 Claims Expense	-	-	-	-	-
Subtotal	67,545	74,629	122,540	125,894	129,583
Internal Services					
5710 Depreciation*	534,670	540,315	500,000	550,000	550,000
5750 Administration Fee	478,024	490,721	505,443	520,606	536,224
5760 Motor Pool Charges	22,368	21,671	21,947	29,313	26,509
Subtotal	1,035,062	1,052,707	1,027,390	1,099,919	1,112,733
*Depreciation is not a funded item.					
Debt Service					
5920 Interest Expense	125,541	117,455	111,000	93,941	88,684
5930 Debt Repayment- Principal	-	-	183,000	170,915	176,093
Subtotal	125,541	117,455	294,000	264,856	264,777
Total Expenses	\$ 1,228,148	\$ 1,244,791	\$ 1,443,930	\$ 1,490,669	\$ 1,507,093

WATER DISTRIBUTION

Fund 01

Department 02

	Actual Expended FY 2017-18	Actual Expended FY 2018-19	Council Approved FY 2019-20	Council Approved FY 2020-21	Council Approved FY 2021-22
Materials Supplies & Services					
5504 Office Supplies	\$ 665	\$ 653	\$ 1,000	\$ 1,000	\$ 1,000
5521 Services-Consulting	-	-	19,500	12,000	12,000
5565 Travel, Meetings, Dues	2,636	2,883	4,000	4,000	4,000
5567 Training	6,499	3,531	5,500	5,500	5,500
5572 Small Tools & Equipment	2,273	1,120	4,000	4,000	4,000
5575 Maintenance Agreements	2,520	2,903	3,100	21,100	22,000
5576 Computer Services & Repair	340	-	3,500	3,500	3,500
5598 Carr Fire Expenses - FEMA	-	8,738	-	-	-
5622 Distribution-Parts & Materials	23,480	40,983	42,500	42,500	42,500
5623 Meter & Hydrants	19,202	41,071	32,000	32,000	32,000
Subtotal	57,615	101,882	115,100	125,600	126,500
Internal Services					
5755 Labor Allocation	734,582	803,076	726,100	767,385	806,639
Subtotal	734,582	803,076	726,100	767,385	806,639
Total Expenses	\$ 792,197	\$ 904,958	\$ 841,200	\$ 892,985	\$ 933,139

PERSONNEL SUMMARY

Authorized Classifications:

None

WATER TREATMENT PLANT

Fund 01

Department 03

	Actual Expended FY 2017-18	Actual Expended FY 2018-19	Council Approved FY 2019-20	Council Approved FY 2020-21	Council Approved FY 2021-22
Personnel Costs					
Salaries	\$ 263,185	\$ 292,281	\$ -	\$ 364,111	\$ 374,119
Benefits	188,370	131,921	\$ -	\$ 224,886	\$ 234,308
Subtotal	451,555	424,202	-	588,997	608,427
Material, Supplies & Services					
5410 Utilities	46,513	52,021	49,800	50,000	50,000
5420 Telephone	1,029	1,246	1,000	1,500	1,500
5430 Alarms	420	420	1,100	500	500
5504 Office Supplies	-	402	-	1,000	1,000
5505 General Operating Supplies	1,225	1,144	3,000	3,000	3,000
5510 Water Purchases	307,643	239,367	270,807	310,000	310,000
5511 Chemicals	13,288	16,585	22,200	15,000	15,000
5513 CV Restoration Fund	37,900	43,498	30,000	35,000	35,000
5514 Lab Supplies and Equip.	6,369	8,294	7,000	5,000	5,000
5521 Service-Consulting	1,518	4,801	34,500	20,000	20,000
5527 Service-Miscellaneous	9,720	21,473	10,000	10,000	10,000
5565 Travel, Meetings, Dues	1,098	5,694	4,500	4,500	4,500
5567 Training	2,488	1,799	5,000	5,000	5,000
5570 Equipment Rental Fees	-	-	1,500	1,000	1,000
5572 Small Tools & Equipment	2,584	1,361	1,500	1,500	1,500
5594 Safety	1,558	2,744	3,000	2,000	2,000
5598 Carr Fire Expenses - CAL OES	-	31,667	-	-	-
5599 Carr Fire Expenses - FEMA	-	875	-	-	-
5610 General Maintenance	1,503	3,066	33,000	20,000	20,000
5612 Water Conservation Program	9,481	15,248	15,000	15,000	15,000
5613 Lab Testing	18,687	14,870	20,000	20,000	20,000
5625 Generator Maintenance	-	-	11,000	8,500	8,500
5630 Equipment Maintenance	40,624	36,973	50,000	35,000	35,000
Subtotal	503,648	503,548	573,907	563,500	563,500
Internal Services					
5755 Labor Allocation	-	803	26,500	24,049	25,279
Subtotal	-	803	26,500	24,049	25,279
Total Expenses	\$ 955,203	\$ 928,553	\$ 600,407	\$ 1,176,546	\$ 1,197,206

PERSONNEL SUMMARY

Authorized Classifications:

Public Works Superintendent-Water	1.00	1.00	1.00	1.00	1.00
Senior Plant Operator	1.00	1.00	1.00	1.00	1.00
Plant Operator II	1.00	1.00	1.00	1.00	1.00
Plant Operator I (new)				1.00	1.00
Total FTE	3.00	3.00	3.00	4.00	4.00

WATER CAPITAL PROJECTS

Fund 01

Department 09

	Actual Expended FY 2017-18	Actual Expended FY 2018-19	Council Approved FY 2019-20	Council Approved FY 2020-21	Council Approved FY 2021-22
Capital Outlay					
001-1340 Capital Project Reserve	\$ -	\$ -	\$ 461,587	\$ -	\$ -
001-1380 Toyon Water Plan Demolition	-	-	-	150,000	-
001-1390 Filter #1 Rehab*	-	-	300,000	300,000	-
004-1390 Portable Office Building - H2O Plant*	-	-	132,850	50,000	-
003-1331 Storage Tank Maintenance	-	-	137,500	275,000	275,000
013-1390 Particle Counters	-	-	16,000	-	-
014-1390 Urban Water Management Plan Update	-	-	-	40,000	-
015-1390 Risk and Resilience Assessment	-	-	-	40,000	-
016-1390 PRV Replacement Project	-	-	-	100,000	100,000
017-1390 Pancake Hill Water Improvements	-	-	-	200,000	-
018-1390 Onsite Chlorine Generation	-	-	-	225,000	-
019-1390 Water Age Modeling and Operations Review Study	-	-	-	-	150,000
020-1390 Backwash Separation Tank #2	-	-	-	-	150,000
021-1390 Filter to Waste Study	-	-	-	-	40,000
022-1390 Bella Vista Intertie PS Control Panel and SCADA Upgrade	-	-	-	-	50,000
023-1390 Emergency Response Plan Update	-	-	-	-	20,000
024-1390 Water Rate Study	-	-	-	-	25,000
025-1390 Crack Seal and Slurry Seal WTP Parking Lot and Roadway	-	-	-	-	25,000
Total	-	-	1,047,937	1,380,000	835,000
Total Capital Outlay	\$ -	\$ -	\$ 1,047,937	\$ 1,380,000	\$ 835,000

*These projects are capital project rollovers from previously budgeted years.

PERSONNEL SUMMARY

Authorized Classifications:

None

TOTAL WATER ENTERPRISE	\$ 2,975,548	\$ 3,078,302	\$ 3,933,474	\$ 4,940,200	\$ 4,472,438
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TWO-YEAR BUDGET FISCAL YEARS 2020-21 AND 2021-22



Electric Department

Program Description:

Administrative charges (02-01) for the Electric System Utility include expenses such as insurance, depreciation, administrative fee, lease payments, debt service and the Public Benefit Program. Electric Operation (02-02) is responsible for operating and maintaining overhead and underground electric assets, provides service to new customers, plans for future growth, and handles infrastructure replacements. Electric Resource Management (02-03) is responsible for electric energy resource and plant management including the planning, scheduling, purchasing and sales of electric power for the City of Shasta Lake. Capital Outlay (02-09) is responsible for the funding of capital replacements of plant, facility improvements and additions, distribution system automation and long-term system development for the Electric Utility.

Objectives:

- Coordinate and administer the Public Benefit Program including: energy efficient appliance rebates, weatherization assistance for homes or businesses, commercial lighting rebates, Gasket guy commercial refrigeration program funding, solar rebate program for homes and businesses, and community betterment projects. Monitor legislation for continuation of the Public Benefit Program.
- Develop an accurate distribution model with connectivity, loading and distances.
- Continuing improving distribution inspection program with software and accurate record keeping; replacing or upgrading deteriorated or damaged distribution facilities as a result of a good inspection program.
- Continue substation maintenance programs.
- Continue street lighting maintenance.
- Continue tree trimming and vegetation management program; right of way clearing, right of way spraying, tree trimming, dangerous tree removal, and substation spraying.
- Negotiate new long-term power arrangements.
- Continue implementing Renewable Portfolio Standard and looking for low cost effective resources to meet requirements.
- Monitor state/federal commissions and legislation for adverse impacts and develop appropriate responses.

Budget Impacts:

- **Personnel:** 10 FTE
- **Operation and Maintenance:** No significant change
- **Capital Outlay:** See Capital Outlay Budget (02-09)

ELECTRIC ENTERPRISE FUND

FUND SUMMARY	Council Approved FY 2020-21	Council Approved FY 2021-22
Restricted Funds, Beginning of Year	\$ -	\$ -
Funds Available, Beginning of Year	20,295,581	17,347,491
Estimated Revenues for Fiscal Year	22,182,666	22,187,529
Operating Transfers In	-	-
Operating Transfers Out	-	-
Estimated Expenditures For Fiscal Year*	25,130,756	23,678,827
Rate Stabilization Funds	-	-
Restricted Funds, End of Year	-	-
Estimated Funds, End of Year	\$ 17,347,491	\$ 15,856,193

*Add back depreciation.

REVENUE SUMMARY	Actual Revenue FY 2017-18	Actual Revenue FY 2018-19	Council Approved FY 2019-20	Council Approved FY 2020-21	Council Approved FY 2021-22
Charges for Current Services	\$ 20,815,974	\$ 23,411,922	\$ 20,561,200	\$ 21,994,666	\$ 22,064,529
Revenue from Use of Money	98,370	659,075	91,800	93,000	93,000
Other Revenue	256,741	258,063	150,000	95,000	30,000
Total Revenues	<u>21,171,085</u>	<u>24,329,060</u>	<u>20,803,000</u>	<u>22,182,666</u>	<u>22,187,529</u>

EXPENDITURE SUMMARY	Actual Expended FY 2017-18	Actual Expended FY 2018-19	Council Approved FY 2019-20	Council Approved FY 2020-21	Council Approved FY 2021-22
Electric Administration	4,098,578	4,625,043	4,482,317	4,433,370	4,508,017
Electric Distribution	2,613,993	2,834,157	736,500	3,403,617	3,368,022
Electric Resources	12,571,264	13,634,909	14,187,778	14,377,769	15,016,788
Electric Capital*	5,142	-	1,900,000	3,716,000	1,586,000
Total Expenditures	<u>\$ 19,288,977</u>	<u>\$ 21,094,109</u>	<u>\$ 21,306,595</u>	<u>\$ 25,930,756</u>	<u>\$ 24,478,827</u>

**REVENUE DETAIL
ELECTRIC ENTERPRISE
FUND 02**

	Actual Revenue FY 2017-18	Actual Revenue FY 2018-19	Council Approved FY 2019-20	Council Approved FY 2020-21	Council Approved FY 2021-22
Charges for Current Services					
02-701 Power Cost Adjustment	\$ (1)	\$ (5)	\$ -	\$ -	\$ -
02-702 Sales-Utilities	12,581,060	12,748,968	11,225,000	11,851,000	11,848,000
02-704 Sales-Industrial	6,884,170	8,711,369	7,621,200	8,500,000	8,500,000
02-715 Emission Allowance Sales	798,750	1,340,523	1,215,000	1,143,666	1,216,529
02-719 Regulation Adjustment Credit	-	-	-	-	-
02-720 Public Benefit	551,995	611,067	500,000	500,000	500,000
Subtotal	20,815,974	23,411,922	20,561,200	21,994,666	22,064,529
Revenue from Use of Money					
02-851 Interest on Investments	177,809	360,053	60,000	60,000	60,000
02-852 Fair Value of Investment	(101,095)	281,705	(1,200)	-	-
02-855 Interest Income	21,656	17,317	33,000	33,000	33,000
Subtotal	98,370	659,075	91,800	93,000	93,000
Other Revenue					
02-302 Transfers Out*	(26,879)	(32,481)	-	-	-
02-535 Temp Electric Permit	-	175,898	-	-	-
02-905 Sales of Assets	8	-	-	-	-
02-910 Miscellaneous Revenue	259,196	114,646	150,000	95,000	30,000
02-975 Capital Contributions	24,416	-	-	-	-
02-980 Dividend - Liability	-	-	-	-	-
02-981 Dividend - Work Comp	-	-	-	-	-
02-971 Other Financing Uses	-	-	-	-	-
Subtotal	256,741	258,063	150,000	95,000	30,000
Total Revenues	\$ 21,171,085	\$ 24,329,060	\$ 20,803,000	\$ 22,182,666	\$ 22,187,529

*Represents transfer to General Fund for construction of new City Hall.

EXPENDITURE DETAIL
ELECTRIC ADMINISTRATION
Fund 02
Department 01

	Actual Expended FY 2017-18	Actual Expended FY 2018-19	Council Approved FY 2019-20	Council Approved FY 2020-21	Council Approved FY 2021-22
Materials Supplies & Services					
5521 Services-Consulting	\$ 1,542	\$ 3,609	\$ 25,000	\$ 25,000	\$ 25,000
5528 Bad Debts	16,513	50,000	30,900	50,000	50,000
5565 Travel, Meetings, Dues	240,520	208,486	225,000	225,000	245,000
5590 Insurance	113,188	151,530	135,020	148,522	163,374
5990 Public Benefit Program	260,013	506,229	400,000	400,000	400,000
5995 California Climate Credit	-	365,916	-	-	-
Subtotal	631,776	1,285,770	815,920	848,522	883,374
Internal Services					
5706 Refund on Pr Yr	-	-	-	-	-
5710 Depreciation**	781,007	785,108	800,000	800,000	800,000
5750 Administration Fee	2,357,950	2,296,828	2,365,778	2,436,751	2,509,854
5760 Motor Pool Charges	249,912	257,337	500,619	348,097	314,789
Subtotal	3,388,869	3,339,273	3,666,397	3,584,848	3,624,643
**Depreciation is not a funded item.					
Debt Service					
5927 Loss on Sale of Assets	77,933	-	-	-	-
Subtotal	77,933	-	-	-	-
Total Expenses	\$ 4,098,578	\$ 4,625,043	\$ 4,482,317	\$ 4,433,370	\$ 4,508,017

PERSONNEL SUMMARY

Authorized Classifications:

None

ELECTRIC DISTRIBUTION

Fund 02

Department 02

	Actual Expended FY 2017-18	Actual Expended FY 2018-19	Council Approved FY 2019-20	Council Approved FY 2020-21	Council Approved FY 2021-22
Personnel Costs					
Salaries	\$ 1,336,324	\$ 1,531,515	\$ -	\$ 1,449,775	\$ 1,518,082
Benefits	794,162	526,099	\$ -	793,342	829,440
Subtotal	2,130,486	2,057,614	-	2,243,117	2,347,522
Material, Supplies & Services					
5410 Utilities	8,889	8,151	9,200	9,200	9,200
5420 Telephone	6,644	7,529	6,300	6,300	6,300
5430 Alarms	840	594	500	500	500
5505 General Operating Supplies	3,350	4,128	6,000	5,500	5,500
5507 Postage & Supplies	-	-	500	500	500
5515 Public Information Program	-	240	-	-	-
5521 Service-Consulting	-	156	10,000	10,000	10,000
5526 Service-Janitorial	4,035	3,013	3,500	3,500	3,500
5527 Services-Miscellaneous	3,625	438	3,500	3,500	3,500
5561 Site Clean-up	218	150	5,000	5,000	5,000
5565 Travel, Meetings, Dues	986	7,139	7,500	7,500	7,500
5567 Training	4,110	-	10,000	10,000	10,000
5570 Equipment Rental Fees	-	-	1,000	1,000	1,000
5572 Small Tools and Equipment	8,920	26,361	14,000	14,000	14,000
5575 Maintenance Agreements	124,374	118,068	167,500	612,500	472,500
5576 Computer Services	439	1,282	5,000	5,000	5,000
5590 Insurance - General	-	(12,941)	-	-	-
5594 Safety	15,689	20,514	18,000	18,000	18,000
5598 Carr Fire Expenses - CAL OES	-	4,279	-	-	-
5599 Carr Fire Expenses - FEMA	-	243,438	-	-	-
5604 Operations	136,374	150,678	290,000	290,000	290,000
5617 Maint. Sub-Stations	99,667	73,709	111,000	111,000	111,000
5620 Building Maintenance	1,066	2,101	10,000	10,000	10,000
5623 Meter Program	62,855	88,448	53,000	32,500	32,500
5624 Transmission Rebuild	1,426	1,426	5,000	5,000	5,000
Subtotal	483,507	748,901	736,500	1,160,500	1,020,500
Internal Services					
5755 Labor Allocation	-	27,642	-	-	-
Subtotal	-	27,642	-	-	-
Total Expenses	\$ 2,613,993	\$ 2,834,157	\$ 736,500	\$ 3,403,617	\$ 3,368,022

PERSONNEL SUMMARY

Authorized Classifications:

Electric Utilities Director	1.00	1.00	1.00	1.00	1.00
Electric Operations Manager	1.00	1.00	1.00	1.00	1.00
Asst. Electric Utilities Director	1.00	1.00	1.00	1.00	1.00
Electric Leadworker	2.00	2.00	2.00	2.00	2.00
Electric Lineman	3.00	3.00	3.00	3.00	3.00
Electric Troublemaker	1.00	1.00	1.00	1.00	1.00
Line Staking Technician	1.00	1.00	1.00	1.00	1.00
Total FTE	10.00	10.00	10.00	10.00	10.00

ELECTRIC RESOURCE

Fund 02

Department 03

	Actual Expended FY 2017-18	Actual Expended FY 2018-19	Council Approved FY 2019-20	Council Approved FY 2020-21	Council Approved FY 2021-22
Material, Supplies & Services					
5009 Distributed Generation Purchases	\$ 28,927	\$ 23,563	\$ 25,000	\$ 25,000	\$ 25,000
5420 Telephone	3,945	5,711	5,200	5,200	5,200
5505 General Operating Supplies	705	964	2,500	2,500	2,500
5508 Emission Purchase Passthrough (Co2)	15,081	31,734	1,306,800	1,450,000	1,530,000
5509 Power Purchase Amortization	230,725	-	-	-	-
5510 Power Purchases	4,915,897	4,061,530	4,675,000	4,565,000	4,940,000
5511 Power Purchases-Pass Through	6,602,925	8,695,967	6,600,000	6,437,000	6,497,500
5512 California Surcharge Energy Tax	57,454	56,323	55,100	55,100	55,100
5513 CV Restoration Fund	157,681	208,624	350,000	300,000	350,000
5521 Services-Consulting	113,047	25,838	100,000	100,000	100,000
5565 Travel, Meetings, & Dues	8,039	11,273	15,000	12,500	15,000
5576 Computer Services & Repairs	2,326	10,248	7,500	7,500	7,500
5599 Carr Fire Expenses - FEMA	-	46,500	-	-	-
5605 Transmission Reservations	434,512	456,634	1,045,678	1,417,969	1,488,988
				14,377,769	15,016,788
Total Expenses	\$ 12,571,264	\$ 13,634,909	\$ 14,187,778	\$ 14,377,769	\$ 15,016,788

PERSONNEL SUMMARY

Authorized Classifications:

None

ELECTRIC CAPITAL PROJECTS

Fund 02

Department 09

	Actual Expended FY 2017-18	Actual Expended FY 2018-19	Council Approved FY 2019-20	Council Approved FY 2020-21	Council Approved FY 2021-22
Capital Outlay					
001-1400 SGIP Substation Project*	\$ -	\$ -	\$ -	\$ 350,000	\$ -
002-1320 Flanagan Control Systems*	-	-	1,000,000	-	1,000,000
002-1390 Keswick-Knauf Reconductoring	-	-	-	1,000,000	-
002-1400 CVS Upgrade	-	-	-	114,000	-
004-1390 Relays in Knauf and CV Substations*	-	-	500,000	500,000	-
007-1320 Distribution System Replacements	-	-	-	-	25,000
010-1390 SMART Meter Replacement*	-	-	-	990,000	-
013-1320 Interstate 5 URD Crossings*	-	-	200,000	-	200,000
014-1320 Fiber Communications	5,142	-	-	-	-
029-1390 Distribution System Modernize	-	-	-	17,000	-
037-1320 Knauf Battery Replacement	-	-	-	-	16,000
047-1390 Twin Lakes Entrance*	-	-	100,000	-	100,000
050-1320 Twin Lakes Secondary*	-	-	100,000	-	100,000
056-1320 Flanagan Structure Replacement	-	-	-	650,000	-
057-1320 Keswick Fiber Replacement	-	-	-	65,000	-
058-1320 Fault Indicators	-	-	-	-	19,000
059-1320 Capacitor Bank Controls Update	-	-	-	-	21,000
060-1320 Corp Yard - Slurry Seal	-	-	-	-	75,000
061-1320 Fuse Replacements (Wildfire Mitigation)	-	-	-	30,000	30,000
Total Capital Outlay	\$ 5,142	\$ -	\$ 1,900,000	\$ 3,716,000	\$ 1,586,000

*These projects are capital project rollovers from previously budgeted years.

PERSONNEL SUMMARY

Authorized Classifications:

None

TOTAL ELECTRIC ENTERPRISE	\$ 19,288,977	\$ 21,094,109	\$ 21,306,595	\$ 25,930,756	\$ 24,478,827
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TWO-YEAR BUDGET FISCAL YEARS 2020-21 AND 2021-22



Wastewater Department

Program Description:

Administrative charges (03-01) for the Wastewater System Utility include expenses such as permits, insurance, depreciation, administrative fees, Motor Pool, and debt expense. Wastewater Treatment and Reclamation (03-02) is responsible for processing the City's wastewater to meet state health standards and to provide reclaimed water for industrial and agriculture/landscaping uses. The Department includes the City's reclamation plant and spays fields surrounding the plant as well as the 410 acre reclamation pond. Wastewater Collection (03-03) provides all types of maintenance, installation, operation, and repair of approximately forty miles of sewer lines. In addition, this department is responsible for the maintenance of seven pump stations located throughout the City. Capital Outlay (03-09) provides for the funding of capital improvements and capital replacement of materials and equipment at the Wastewater Treatment Plant and in the Wastewater Collection System.

Objectives:

- Renew / negotiate NPDES permit for the treatment plant with State Water Quality Control Board.
- Ongoing equipment maintenance program.
- Ongoing sludge disposal program to properly dispose of sludge waste to landfill.
- Continue implementation of the City's State mandated Sewer System Management Plan.
- Infiltration and inflow reduction program.

Budget Impacts:

- **Personnel:** 4 FTE
- **Operation and Maintenance:** No significant changes
- **Capital Outlay:** See Capital Outlay (03-09)

WASTEWATER ENTERPRISE FUND

FUND SUMMARY	Council Approved FY 2020-21	Council Approved FY 2021-22
Restricted Funds, Beginning of Year	\$ -	\$ -
Funds Available, Beginning of Year	3,047,152	3,377,862
Estimated Revenues, for Fiscal Year	3,414,556	3,537,382
Operating Transfers In	230,744	230,744
Operating Transfers Out	-	-
Estimated Expenditures, for Fiscal Year*	3,314,590	6,221,778
Restricted Funds, End of Year	-	-
Estimated Funds Available, End of Year	\$ 3,377,862	\$ 924,210

*Add back depreciation

REVENUE SUMMARY	Actual Revenue FY 2017-18	Actual Revenue FY 2018-19	Council Approved FY 2019-20	Council Approved FY 2020-21	Council Approved FY 2021-22
Charges for Current Services	\$ 3,004,412	\$ 3,128,907	\$ 3,161,725	\$ 3,177,812	\$ 3,300,638
Revenue from Use of Money	11,820	31,727	7,400	6,000	6,000
Other Revenue	3,344,700	3,162,008	230,744	230,744	230,744
Total Revenues	<u>6,360,932</u>	<u>6,322,642</u>	<u>3,399,869</u>	<u>3,414,556</u>	<u>3,537,382</u>

EXPENDITURE SUMMARY	Actual Expended FY 2017-18	Actual Expended FY 2018-19	Council Approved FY 2019-20	Council Approved FY 2020-21	Council Approved FY 2021-22
Wastewater Administration	1,113,784	1,164,451	1,379,108	1,947,103	1,960,611
Wastewater Treatment	778,662	779,339	582,234	1,188,651	1,219,515
Wastewater Collection	627,424	903,001	795,435	782,336	811,652
Wastewater Capital*	-	-	909,000	166,500	3,000,000
Total Expenditures	<u>\$ 2,519,870</u>	<u>\$ 2,846,791</u>	<u>\$ 3,665,777</u>	<u>\$ 4,084,590</u>	<u>\$ 6,991,778</u>

*Does not include rollovers.

REVENUE DETAIL
WASTEWATER ENTERPRISE
Fund 03

	Actual Revenue FY 2017-18	Actual Revenue FY 2018-19	Council Approved FY 2019-20	Council Approved FY 2020-21	Council Approved FY 2021-22
Charges for Current Services					
03-702 Sales-Utilities	\$ 2,996,185	\$ 3,120,917	\$ 3,154,225	\$ 3,170,312	\$ 3,293,138
03-703 Sales-Reclaimed Water	6,976	6,461	6,000	6,000	6,000
03-705 Liftstation Surcharge	6	6	-	-	-
03-720 Service Connection Fees	1,245	1,523	1,500	1,500	1,500
Subtotal	3,004,412	3,128,907	3,161,725	3,177,812	3,300,638
Revenue from Use of Money & Property					
03-851 Interest on Investments	43,277	21,176	6,000	6,000	6,000
03-852 Fair Value of Investments	(32,857)	9,151	-	-	-
03-865 Pasture Rent	1,400	1,400	1,400	-	-
Subtotal	11,820	31,727	7,400	6,000	6,000
Other Revenue					
03-301 Transfers In	226,372	-	230,744	230,744	230,744
03-302 Transfers Out*	(6,527)	(9,664)	-	-	-
03-671 State Grant-Clean H2O State Revolving	3,124,855	2,885,754	-	-	-
03-971 Other Financing Sources	-	285,918	-	-	-
Subtotal	3,344,700	3,162,008	230,744	230,744	230,744
Total Revenues	\$ 6,360,932	\$ 6,322,642	\$ 3,399,869	\$ 3,414,556	\$ 3,537,382

*Represents transfer to General Fund for construction of new City Hall.

EXPENDITURE DETAIL
WASTEWATER ADMINISTRATION
Fund 03
Department 01

	Actual Expended FY 2017-18	Actual Expended FY 2018-19	Council Approved FY 2019-20	Council Approved FY 2020-21	Council Approved FY 2021-22
Materials Supplies & Services					
5513 Permits & Fees	\$ 23,061	\$ 32,475	\$ 15,732	\$ -	\$ -
5521 Consulting	-	15,817	57,327	-	-
5528 Bad Debts	5,955	16,925	15,149	-	-
5590 Insurance	37,450	54,144	41,825	46,008	50,609
5914 Assessments	-	-	-	-	-
Subtotal	66,466	119,361	130,033	46,008	50,609
Internal Services					
5710 Depreciation*	578,031	591,016	770,000	770,000	770,000
5750 Administration Fee	433,374	418,658	431,218	444,155	457,480
5760 Motor Pool Charges	34,398	34,131	34,566	46,169	41,751
Subtotal	1,045,803	1,043,805	1,235,784	1,260,324	1,269,231
*Depreciation is not a funded item.					
Debt Service					
5720 Interest Expense	-	-	1,500	-	-
5730 Debt Repayment - Principal	-	-	11,791	-	-
5920 Interest Expense	1,515	1,285	-	215,377	247,769
5930 Debt Repayment - Principal	-	-	-	425,394	393,002
Subtotal	1,515	1,285	13,291	640,771	640,771
Total Expenses	\$ 1,113,784	\$ 1,164,451	\$ 1,379,108	\$ 1,947,103	\$ 1,960,611

PERSONNEL SUMMARY

Authorized Classifications:
None

WASTEWATER TREATMENT FACILITY

Fund 03

Department 02

	Actual Expended FY 2017-18	Actual Expended FY 2018-19	Council Approved FY 2019-20	Council Approved FY 2020-21	Council Approved FY 2021-22
Personnel Costs					
Salaries	\$ 303,072	\$ 312,571	\$ 140,000	\$ 392,633	\$ 402,896
Benefits	209,277	138,322	-	228,943	238,400
Subtotal	512,349	450,893	140,000	621,576	641,296
Material, Supplies & Services					
5310 Janitorial Supplies	-	930	-	-	-
5410 Utilities	121,275	181,234	209,071	270,000	270,000
5420 Telephone	565	664	1,030	1,000	1,000
5430 Alarms	420	420	583	600	600
5505 General Operating Supplies	1,941	1,875	3,605	2,500	2,500
5511 Chemicals	41,631	25,327	60,000	75,000	75,000
5513 Permits & Fees	2,741	90	-	25,000	25,000
5514 Lab Supplies	11,012	8,578	12,000	15,000	15,000
5521 Service-Consulting	310	31,270	20,000	30,000	30,000
5526 Service-Janitorial	2,806	1,912	3,100	2,000	2,000
5527 Service-Miscellaneous	4,692	3,715	5,000	5,000	5,000
5561 Site Clean-up	12,443	11,944	20,000	20,000	20,000
5565 Travel, Meetings, Dues	963	846	2,060	3,000	3,000
5572 Small Tools & Equipment	1,073	3,058	1,100	1,100	1,100
5576 Computer Services & Supplies	375	-	2,000	6,000	6,000
5590 Insurance - General	-	(3,686)	-	-	-
5594 Safety	887	1,044	2,060	2,060	2,060
5610 General Maintenance	3,049	2,014	6,000	6,000	7,000
5611 Maintenance, Collection System	-	2,172	-	-	-
5613 Lab Testing	22,469	20,402	52,000	52,000	52,000
5625 Generator Maintenance	-	-	-	-	10,000
5630 Equipment Maintenance	36,714	34,637	36,000	48,000	48,000
Subtotal	265,366	328,446	435,609	564,260	575,260
Internal Services					
5755 Labor Allocation	947	-	6,625	2,815	2,959
Subtotal	947	-	6,625	2,815	2,959
Total Expenses	\$ 778,662	\$ 779,339	\$ 582,234	\$ 1,188,651	\$ 1,219,515

PERSONNEL SUMMARY

Authorized Classifications:

Public Works Superintendent-WW	1.00	1.00	1.00	1.00	1.00
Senior Wastewater Treatment Operator	1.00	1.00	1.00	1.00	1.00
Wastewater Treatment Operator II	1.00	2.00	2.00	2.00	2.00
Total FTE	3.00	4.00	4.00	4.00	4.00

WASTEWATER COLLECTION SYSTEM

Fund 03

Department 03

	Actual Expended FY 2017-18	Actual Expended FY 2018-19	Council Approved FY 2019-20	Council Approved FY 2020-21	Council Approved FY 2021-22
Material, Supplies & Services					
5410 Utilities	80,774	92,971	122,362	95,000	95,000
5420 Telephone	1,640	1,849	2,331	2,300	2,300
5430 Alarms	-	-	-	3,600	3,600
5504 Office Supplies	777	521	515	1,000	1,000
5513 Permits and Fees	4,096	3,509	4,500	5,000	5,000
5521 Services-Consulting	4,947	20,246	29,650	20,000	20,000
5565 Travel, Meetings, Dues	870	87	4,662	2,500	2,500
5567 Training	1,435	887	4,662	4,000	4,000
5572 Small Tools & Equipment	4,690	2,822	5,150	5,000	5,000
5575 Maintenance Agreements	4,360	4,403	5,150	7,200	7,500
5598 Carr Fire Expenses - CAL OES	-	24,345	-	-	-
5611 Maintenance, Collection System	3,002	6,895	17,480	10,000	10,000
5614 Lift Station Maintenance	20,042	44,445	34,960	35,000	35,000
5625 Generator Maintenance	-	-	36,000	24,500	24,500
Subtotal	126,633	202,980	267,422	215,100	215,400
Internal Services					
5755 Labor Allocation	500,791	700,021	528,013	567,236	596,252
Subtotal	500,791	700,021	528,013	567,236	596,252
Total Expenses	\$ 627,424	\$ 903,001	\$ 795,435	\$ 782,336	\$ 811,652

PERSONNEL SUMMARY

Authorized Classifications:

None

WASTEWATER CAPITAL PROJECTS

Fund 03

Department 09

	Actual Expended FY 2017-18	Actual Expended FY 2018-19	Council Approved FY 2019-20	Council Approved FY 2020-21	Council Approved FY 2021-22
Capital Outlay					
001-1340 Capital Project Reserve	-	-	816,000	-	-
013-1390 WWTP Aeration Basin Davit Cranes	-	-	-	23,500	-
014-1390 WWTP LED Lighting Project	-	-	-	13,000	-
015-1390 Infiltration and Inflow Study and Modeling	-	-	-	100,000	100,000
016-1390 Force Main	-	-	-	-	2,900,000
020-1350 Iron Court Sewer Project	-	-	45,000	-	-
050-1360 WWTP Financing Costs	-	-	(20,000)	-	-
050-1380 WWTP Ongoing Engineering Services*	-	-	68,000	30,000	-
Total Capital Outlay	\$ -	\$ -	\$ 909,000	\$ 166,500	\$ 3,000,000

*These projects are capital project rollovers from previously budgeted years.

PERSONNEL SUMMARY

Authorized Classifications:

None

TOTAL WASTEWATER ENTERPRISE	\$ 2,519,870	\$ 2,846,791	\$ 3,665,777	\$ 4,084,590	\$ 6,991,778
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**TWO-YEAR BUDGET
FISCAL YEARS 2020-21 AND 2021-22**



Shasta Gateway Industrial Park

Program Description:

This program manages the Shasta Gateway Industrial Park to increase the industrial base within the City by recruiting quality development, increasing the tax base, and providing employment opportunities for our community. This program is managed by the City Manager's office.

Objectives:

- Help market vacant lots in the park that are privately owned.

Budget Impacts:

- **Personnel:** None
- **Operation and Maintenance:** No significant change
- **Capital Outlay:** Capital Outlay Budget (71-09)

INDUSTRIAL PARK ENTERPRISE FUND

FUND SUMMARY	Council Approved FY 2020-21	Council Approved FY 2021-22
Restricted Funds, Beginning of Year	\$ -	\$ -
Funds Available, Beginning of Year	447,906	415,014
Estimated Revenues for Fiscal Year	50,000	50,000
Operating Transfers In	-	-
Operating Transfers Out	-	-
Estimated Expenditures for Fiscal Year	82,892	81,139
Restricted Funds, End of Year	-	-
Estimated Funds Available, End of Year	\$ 415,014	\$ 383,875

REVENUE SUMMARY	Actual Revenue FY 2017-18	Actual Revenue FY 2018-19	Council Approved FY 2019-20	Council Approved FY 2020-21	Council Approved FY 2021-22
Other Revenue	\$ 55,262	\$ 57,594	\$ 57,000	\$ 50,000	\$ 50,000
Total Revenues	<u>55,262</u>	<u>57,594</u>	<u>57,000</u>	<u>50,000</u>	<u>50,000</u>

EXPENDITURE SUMMARY	Actual Expended FY 2017-18	Actual Expended FY 2018-19	Council Approved FY 2019-20	Council Approved FY 2020-21	Council Approved FY 2021-22
Industrial Administration	68,472	86,419	92,114	82,892	81,139
Total Expenditures	<u>\$ 68,472</u>	<u>\$ 86,419</u>	<u>\$ 92,114</u>	<u>\$ 82,892</u>	<u>\$ 81,139</u>

REVENUE DETAIL
INDUSTRIAL ENTERPRISE
Fund 71

	Actual Revenue FY 2017-18	Actual Revenue FY 2018-19	Council Approved FY 2019-20	Council Approved FY 2020-21	Council Approved FY 2021-22
Other Revenue					
71-950 Assessments	47,436	45,956	50,000	50,000	50,000
71-951 Landscape Maintenance	7,826	11,638	7,000	-	-
Subtotal	55,262	57,594	57,000	50,000	50,000
Total Revenues	\$ 55,262	\$ 57,594	\$ 57,000	\$ 50,000	\$ 50,000

EXPENDITURE DETAIL
INDUSTRIAL PARK
Fund 71
Department 01

	Actual Expended FY 2017-18	Actual Expended FY 2018-19	Council Approved FY 2019-20	Council Approved FY 2020-21	Council Approved FY 2021-22
Materials Supplies & Services					
5410 Utilities	\$ (22)	\$ 12,940	\$ -	\$ -	\$ -
5521 Services-Consulting	343	453	700	-	-
5527 Services-Miscellaneous	5,534	26,889	7,500	-	-
5563 Utilities- Agency Support	14,455	-	-	-	-
5590 Insurance-General	454	1,872	1,300	1,430	1,573
Subtotal	20,764	42,154	9,500	1,430	1,573
Internal Services					
5750 Administration Fee	8,070	6,421	6,614	6,812	7,016
Subtotal	8,070	6,421	6,614	6,812	7,016
Debt Service					
5920 Interest Expense	39,638	37,844	41,000	34,650	32,550
5930 Debt Repayment-Principal	-	-	35,000	40,000	40,000
Subtotal	39,638	37,844	76,000	74,650	72,550
Total Expenses	\$ 68,472	\$ 86,419	\$ 92,114	\$ 82,892	\$ 81,139

PERSONNEL SUMMARY
Authorized Classifications:
None

TOTAL INDUSTRIAL PARK	\$ 68,472	\$ 86,419	\$ 92,114	\$ 82,892	\$ 81,139
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GENERAL FUND

FUND SUMMARY

	Council Approved FY 2020-21	Council Approved FY 2021-22
Restricted Funds, Beginning of Year	\$ 683,161	\$ 683,161
Funds Available, Beginning of Year	3,757,532	3,075,076
Estimated Revenues, for Fiscal Year	8,925,188	8,901,185
Operating Transfers In	-	-
Operating Transfers Out	-	-
Estimated Expenditures, for Fiscal Year*	9,607,644	9,497,507
Restricted Funds, End of Year	683,161	683,161
Estimated Funds Available, End of Year	\$ 3,075,076	\$ 2,478,754

*Add back prior year budget rollovers

REVENUE SUMMARY

	Actual Revenue FY 2017-18	Actual Revenue FY 2018-19	Council Approved FY 2019-20	Council Approved FY 2020-21	Council Approved FY 2021-22
Taxes	\$ 3,011,003	\$ 3,483,185	\$ 2,864,080	\$ 3,428,536	\$ 3,426,169
Licenses and Permits	188,582	233,872	197,900	275,900	275,900
Revenue from Other Agencies	871,380	894,508	864,300	1,194,500	1,057,500
Charges for Services	6,281,525	3,765,187	3,826,851	3,937,002	4,047,366
Fines and Forfeitures	8,779	8,454	14,400	9,250	9,250
Revenue from Use of Money	(9,354)	123,550	21,500	60,000	65,000
Other Revenue	122,543	127,980	17,500	20,000	20,000
Total Revenues	10,474,458	8,636,736	7,806,531	8,925,188	8,901,185

EXPENDITURE SUMMARY

	Actual Expended FY 2017-18	Actual Expended FY 2018-19	Council Approved FY 2019-20	Council Approved FY 2020-21	Council Approved FY 2021-22
City Council	34,817	35,959	7,800	40,743	41,839
City Manager	619,728	560,479	24,800	659,621	680,133
Customer Services	903,435	937,270	196,200	1,180,689	1,217,981
Finance Services	71,766	66,858	86,375	88,500	88,500
Development Services	624,651	538,694	66,000	792,765	836,699
Building Services	32,152	13,191	59,500	56,000	56,000
City Clerk	1,933	(515)	-	-	-
Central Services	532,056	804,272	944,565	1,059,968	933,708
Capital Outlay*	6,424,839	638,193	310,823	957,000	720,000
Animal Control	234,319	256,686	52,500	309,235	315,252
Parks	316,556	297,571	318,075	394,659	406,525
Recreation	-	-	-	-	-
Public Safety Services	2,882,210	3,003,669	3,340,917	3,484,580	3,580,537
Public Services	47,025	49,464	169,866	300,013	310,625
Personnel & Labor Relations	385,448	416,351	85,240	283,871	309,708
Total Expenditures	\$ 13,110,935	\$ 7,618,142	\$ 5,662,661	\$ 9,607,644	\$ 9,497,507

*Does not include rollovers.

REVENUE DETAIL
GENERAL FUND
Fund 05

	Actual Revenue FY 2017-18	Actual Revenue FY 2018-19	Council Approved FY 2019-20	Council Approved FY 2020-21	Council Approved FY 2021-22
Taxes					
05-401 Property Taxes-Current Sec.	\$ 742,719	\$ 767,545	\$ 705,713	\$ 815,000	\$ 820,000
05-402 Property Taxes-Current Unsec.	20,763	21,795	27,649	23,000	24,000
05-403 Prior Year Tax-Uns.	-	-	-	-	-
05-404 Property Taxes-Pr Yr-Uns.	7,952	2,602	7,803	2,628	1,020
05-405 Property Taxes-Supplemental Current	20,167	23,166	19,768	23,398	11,639
05-406 Property Tax - Post RDA	334,596	346,972	430,000	430,000	430,000
05-409 Property Taxes-ERAF Backfill	156,965	83,003	147,000	151,000	151,000
05-415 Document Transfer Tax	34,620	34,779	26,010	26,010	26,010
05-420 Sales & Use Tax	733,246	867,968	726,623	775,000	780,000
05-421 Sales Tax Compensation	-	-	-	-	-
05-425 Transient Occupancy Tax	11,130	4,666	84,000	7,500	7,500
05-430 Franchise Tax	217,982	224,116	193,514	225,000	225,000
05-630 Special Business Tax	730,863	1,106,573	496,000	950,000	950,000
Subtotal	3,011,003	3,483,185	2,864,080	3,428,536	3,426,169
Licenses and Permits					
05-510 Business License Tax	20,334	22,086	20,400	20,400	20,400
05-520 Animal License Tax	3,059	4,895	3,000	3,000	3,000
05-530 Building Permit	91,232	117,251	102,000	120,000	120,000
05-531 Use Permit	27,257	19,427	32,500	32,500	32,500
05-532 Pre-application Fee	-	-	-	-	-
05-535 Cannabis Permit Fee	46,700	70,213	40,000	100,000	100,000
Subtotal	188,582	233,872	197,900	275,900	275,900
Revenues from Other Agencies					
05-610 Homeowners Exemption	7,105	7,101	7,500	7,500	7,500
05-620 Motor Vehicle In-Lieu	840,150	874,357	856,800	937,000	960,000
05-670 State Grant - OWP	-	13,050	-	150,000	30,000
05-672 State Grant - SB2	-	-	-	100,000	60,000
05-680 Grant- Other	24,125	-	-	-	-
Subtotal	871,380	894,508	864,300	1,194,500	1,057,500
Charges for Services					
05-730 Sales-Service Charges	9,405	8,520	10,000	10,000	10,000
05-731 Restoration of Service Fees	6,408	8,093	5,000	8,000	8,000
05-732 Field Notice Fees	93,894	102,084	80,000	80,000	80,000
05-733 Field Collection Fees	-	-	-	-	-
05-734 Return Check Fees	1,605	1,035	1,500	1,500	1,500
05-735 Landlord Agreement Fees	20	-	-	-	-
05-740 Plan Check Fees	33,335	59,017	50,000	50,000	50,000
05-741 Plan Check Fee - Public Works	-	9,820	-	-	-
05-745 Building Inspection Fees	-	88	-	-	-
05-746 Inspection Fees - Public Works	3,000	3,000	1,000	1,000	1,000
05-747 Misc. Employee Services Transfer	20,529	17,728	50,000	50,000	50,000
05-748 General Plan Maintenance Fee	22,708	30,857	25,000	25,000	25,000
05-749 Information Technology Fee	22,072	30,000	25,000	25,000	25,000
05-760 Park User Fees	3,177	3,372	3,000	3,000	3,000
05-761 Park Recreation Fees	-	-	-	-	-
05-765 Animal Control-Redemption/Boarding	915	1,438	1,700	1,700	1,700
05-766 Animal Control-Miscellaneous Fees	2,142	3,862	3,000	3,000	3,000
05-780 Administration Fees	3,538,202	3,467,623	3,571,651	3,678,802	3,789,166
05-784 Successor Agency Fees	24,113	-	-	-	-
05-920 Donations	-	18,650	-	-	-
05-970 Other Financing Sources	2,500,000	-	-	-	-
Subtotal	6,281,525	3,765,187	3,826,851	3,937,002	4,047,366

	Actual Revenue FY 2017-18	Actual Revenue FY 2018-19	Council Approved FY 2019-20	Council Approved FY 2020-21	Council Approved FY 2021-22
Fines and Forfeitures					
05-810 Vehicle Code Fines	4,193	3,877	10,000	5,000	5,000
05-811 Parking Citations	1,274	432	1,500	1,500	1,500
05-820 Court Fines	2,964	3,854	2,700	2,500	2,500
05-830 Citation-Animal Control	348	291	200	250	250
Subtotal	8,779	8,454	14,400	9,250	9,250
Revenue from Use of Money & Property					
05-851 Interest on Investments	51,034	62,717	20,000	55,000	55,000
05-852 Fair Value of Investments	(61,677)	46,923	-	-	-
05-857 Principal-Recapture	960	-	1,500	-	-
05-860 Rental Income	329	13,910	-	5,000	10,000
Subtotal	(9,354)	123,550	21,500	60,000	65,000
Other Revenue					
05-301 Transfers In	95,527	84,156	-	-	-
05-302 Transfers Out	-	-	-	-	-
05-910 Miscellaneous Revenue	10,460	20,052	10,000	10,000	10,000
05-940 Bad Debt Recoveries	-	-	-	-	-
05-955 Nuisance Abatement	16,556	23,772	7,500	10,000	10,000
05-981 Insurance Dividend Work Comp	-	-	-	-	-
05-971 Other Financing Sources	-	-	-	-	-
Subtotal	122,543	127,980	17,500	20,000	20,000
Total Revenues	\$ 10,474,458	\$ 8,636,736	\$ 7,806,531	\$ 8,925,188	\$ 8,901,185

TWO-YEAR BUDGET FISCAL YEARS 2020-21 AND 2021-22



City Council

Program Description:

The City Council provides elected authority, leadership and direction to the City programs. The Council has a number of official responsibilities including; setting City policy, establishing City-wide goals and objectives, providing a link to City government for citizens and business, meeting with and lobbying other government agencies and business groups and supervising the City Manager and City Attorney. The Mayor and Council also appoint and serve as liaisons to the many City and County boards and commissions. Among its many responsibilities are the adoption and execution of a balanced operating and capital budget and the analysis of community problems and issues. The Council holds regular meetings each month to conduct the business of the City and to hear from Shasta Lake citizens.

Objectives:

- To supervise development and implementation of an operating budget for Fiscal Years 2020-2021 and 2021-2022.
- To analyze and address community problems and issues.
- Collaborate effectively to ensure public safety security for all and improve overall livability.
- To ensure safe, cost-effective and sustainable public services, facilities and utilities to meet the immediate and future needs of Shasta Lake.
- To provide high quality and effective city service and governance in a transparent, accessible and fiscally responsible manner.

Budget Impacts:

- **Personnel:** 5 Council Members
- **Operations and Maintenance:** No significant change
- **Capital Outlay:** None

**EXPENDITURE DETAIL
CITY COUNCIL
Fund 05
Department 01**

	Actual Expended FY 2017-18	Actual Expended FY 2018-19	Council Approved FY 2019-20	Council Approved FY 2020-21	Council Approved FY 2021-22
Personnel Costs					
Salaries	\$ 18,000	\$ 18,000	\$ -	\$ 18,000	\$ 18,000
Benefits	11,910	10,068	-	14,943	16,039
Subtotal	29,910	28,068	-	32,943	34,039
Materials Supplies & Services					
5505 General Operating Supplies	141	190	800	800	800
5528 Bad Debt	-	-	-	-	-
5565 Travel, Meetings, Dues	4,766	7,701	7,000	7,000	7,000
Subtotal	4,907	7,891	7,800	7,800	7,800
City Council	\$ 34,817	\$ 35,959	\$ 7,800	\$ 40,743	\$ 41,839

PERSONNEL SUMMARY
Authorized Classifications:
None

TWO-YEAR BUDGET FISCAL YEARS 2020-21 AND 2021-22



City Manager

Program Description:

The City Manager's function is to serve the City Council and Community as the City's Chief Executive Officer. The City Manager provides general oversight and direction to the City as a whole both in terms of planning for the City's long-term financial and organizational health and managing the day-to-day operation of one of Shasta Lake's largest employers. The City Manager is responsible for implementing and communicating to all employees the City Council's goals and policies and managing the organization consistent with the policies of the City Council. The Manager develops and implements an approved fiscal plan based on City Council adopted policies to allocate resources for coordinated program implementation. The City Manager's office also houses the City Clerk.

The City Clerk serves as Clerk of the Council, as well as Secretary for the Redevelopment Agency, Public Financing Agency, and Housing Authority. The City's Clerk maintains City records; compiles agendas; handles legal advertising and gives notice of public hearings/meetings; prepares minutes of City Council and various boards and commissions; processes and maintains record of official documents. The City Clerk serves as Notary Public and is the Filing Officer for Campaign Disclosure Forms and Statements of Economic Interest. Helps coordinate Municipal Elections, and provides administrative support to the City Council, City Manager, and Department Heads.

Objectives:

- To assist and support City Council in implementing major goals and objectives through coordination and management of staff services.
- To deliver high quality and effective delivery of the full spectrum of city service and governance in a transparent, accessible and fiscally responsible manner.
- To prepare agenda packets and record/maintain proceeding of Council/Board meetings. Ensure that all meetings and actions are published or posted within proper time limits.
- To continue document imaging of City central file records and coordinate staff instruction.

Budget Impacts:

- **Personnel:** No change
- **Operation and Maintenance:** No significant change
- **Capital Outlay:** See Capital Outlay Budget (05-09)

CITY MANAGER**Fund 05****Department 02**

	Actual Expended FY 2017-18	Actual Expended FY 2018-19	Council Approved FY 2019-20	Council Approved FY 2020-21	Council Approved FY 2021-22
Personnel Costs					
Salaries	\$ 373,054	\$ 408,007	\$ -	\$ 393,294	\$ 405,088
Benefits	162,924	154,922	-	234,027	242,745
Subtotal	535,978	562,929	-	627,321	647,833
Material, Supplies & Services					
5504 Office Supplies	208	-	-	-	-
5505 General Operating Supplies	180	1,537	2,000	2,000	2,000
5507 Postage & Shipping	-	-	-	-	-
5521 Consulting	4,343	3,437	8,800	8,800	8,800
420-5521 Consulting	404	-	-	-	-
5522 Election Expense	-	5,605	-	7,500	7,500
420-5522 Election Expense	72,387	-	-	-	-
5565 Travel, Meetings, Dues	6,228	5,647	6,500	6,500	6,500
5567 Training	-	2,471	5,000	5,000	5,000
5568 Advertisement	-	1,693	2,500	2,500	2,500
5590 Insurance - General	-	(22,840)	-	-	-
Subtotal	83,750	(2,450)	24,800	32,300	32,300
City Manager	\$ 619,728	\$ 560,479	\$ 24,800	\$ 659,621	\$ 680,133

PERSONNEL SUMMARY

Authorized Classifications:

City Manager	1.00	1.00	1.00	1.00	1.00
Assistant City Manager	-	0.50	0.50	0.50	0.50
Comm. & Economic Dev. Manager	1.00	-	-	-	-
City Clerk	1.00	1.00	1.00	1.00	1.00
Administrative Assistant	1.00	1.00	1.00	1.00	1.00
Total FTE	4.00	3.50	3.50	3.50	3.50

TWO-YEAR BUDGET FISCAL YEARS 2020-21 AND 2021-22



Finance and Customer Service Department

Program Description:

The Customer Service and Finance Department is a key support department providing services directly to the public and to all other departments and funds in the City of Shasta Lake. Finance serves and interacts with every fund and department, often down to the employee level. Finance is responsible for recording and reporting all financial transactions for the City, providing accurate annual statements, budgeting, accounting, payroll and benefit processing, performing internal auditing, internal service cost tracking, insurance coverage and handling of insurance claims, information technology, and human resources. Enterprise funds also benefit from utility billing and collection activities. The Department monitors revenues and expenditures as approved by the City Council. The Finance Department assists in the preparation of special reports and projects as may be required by the City Manager. Finance provides expertise to all City departments in recruiting and retaining a diverse workforce that is committed to providing quality service to our community. Through policy direction and training efforts, Finance helps reduce the risk of employment-related legal claims and work-related injuries. Finance is also responsible for a wide spectrum of information technology devices, computers/servers, telephones, and other IT project management. The City currently contracts out for technical support, data backup, security, and software updates.

The Department also serves as the primary receptionist/front counter for all of City Hall. The Customer Service front counter is the point of contact with the public for most administrative needs, utility billing payments and information, licensing, tax collections, and general information. Customer Service provides a variety of services for the City's water, electric, wastewater, and solid waste program customers. In fulfilling these services, the department is responsible for the timely and accurate reading of both water and electric meters. The repair and maintenance of the remote metering system, which includes electric and water meter wiring, shark-fin programming and deployment, monitoring for potential water leaks, power quality and outages through the Tantalus Network and responding appropriately to the situation. Dispatching field personnel to repair, initiate or terminate services; preparation, distribution and the collection of monthly utility bills; administering and collecting customer deposits; prompt response to customer inquiries and requests; resolving customer disputes; and pursuing delinquent accounts. Additionally, the Department handles all incoming cash to the City from both external and internal sources including property taxes, special business tax, animal control fees, building and use permits and other miscellaneous revenues.

Objectives:

- Ensure accurate utility billing
- Coordinate the receipt of utility payments for City services and other miscellaneous charges and revenues.
- Provide excellent customer service to the public.
- Comply with Governmental Accounting Standards board policies.
- Ensure annual financial audit and biennial and mid-year budgets are completed timely.

Budget Impacts:

- **Personnel:** 7 FTE / 1 PTE
- **Operation and Maintenance:** No significant change
- **Capital Outlay:** See Capital Outlay Budget (05-09)

CUSTOMER SERVICE

Fund 05

Department 03

	Actual Expended FY 2017-18	Actual Expended FY 2018-19	Council Approved FY 2019-20	Council Approved FY 2020-21	Council Approved FY 2021-22
Personnel Costs					
Salaries	\$ 484,107	\$ 518,267	\$ -	\$ 572,698	\$ 589,567
Benefits	236,635	218,725	-	386,491	406,914
Subtotal	720,742	736,992	-	959,189	996,481
Material, Supplies & Services					
5504 Office Supplies	1,005	-	-	-	-
5505 General Operating Supplies	95	1,894	2,000	2,000	2,000
5507 Postage & Shipping	34,215	35,077	35,000	35,000	35,000
5508 Services-Utility Bills	32,784	33,688	41,200	40,000	40,000
5527 Services-Miscellaneous	112,749	125,858	103,000	130,000	130,000
5565 Travel, Meetings, Dues	1,447	1,666	8,125	8,000	8,000
5567 Training	-	1,573	4,375	4,000	4,000
5594 Safety	398	522	2,500	2,500	2,500
Subtotal	182,693	200,278	196,200	221,500	221,500
Internal Services					
5755 Labor Allocation	-	-	-	-	-
Total	-	-	-	-	-
Intra-Government Transfers					
5810 Labor Allocation Clearing	-	-	-	-	-
Total	-	-	-	-	-
Customer Service	\$ 903,435	\$ 937,270	\$ 196,200	\$ 1,180,689	\$ 1,217,981

PERSONNEL SUMMARY

Authorized Classifications:

Finance Director	0.50	0.50	0.50	0.50	0.50
Finance & Customer Service Manager	0.50	0.50	0.50	0.50	0.50
Utilities Technician	1.00	1.00	1.00	1.00	1.00
Account Clerk -Part Time	1.00	1.00	-	0.48	0.48
Account Clerk II	-	-	1.00	1.00	1.00
Meter Reader/Warehouse	1.00	1.00	1.00	1.00	1.00
Total FTE	4.00	4.00	4.00	4.48	4.48

FINANCE SERVICES

Fund 05

Department 04

	Actual Expended FY 2017-18	Actual Expended FY 2018-19	Council Approved FY 2019-20	Council Approved FY 2020-21	Council Approved FY 2021-22
Personnel Costs					
Salaries	\$ -	\$ -	\$ -	\$ -	\$ -
Benefits	(1,741)	(1,977)	-	-	-
Subtotal	(1,741)	(1,977)	-	-	-
Material, Supplies & Services					
5504 Office Supplies	577	-	-	-	-
5505 General Operating Supplies	951	453	2,000	3,000	3,000
5521 Services-Consulting	6,300	6,300	10,000	10,000	10,000
5522 Payroll Service Charges	15,626	15,190	15,000	16,000	16,000
5524 Services-Auditing	42,675	43,955	50,000	50,000	50,000
5565 Travel, Meetings, Dues	7,378	2,104	5,000	5,000	5,000
5567 Training	-	833	4,375	4,500	4,500
Subtotal	73,507	68,835	86,375	88,500	88,500
Finance Services	\$ 71,766	\$ 66,858	\$ 86,375	\$ 88,500	\$ 88,500

PERSONNEL SUMMARY

Authorized Classifications:

			-	-	-
Finance Director	0.50	0.50	0.50	0.50	0.50
Finance & Customer Service Manager	0.50	0.50	0.50	0.50	0.50
Accounting Technician	2.00	2.00	2.00	2.00	2.00
Total FTE	3.00	3.00	3.00	3.00	3.00

TWO-YEAR BUDGET FISCAL YEARS 2020-21 AND 2021-22



Development Services Department Building, Planning, and Code Enforcement

Program Description:

Development Services is responsible for current and long-range planning in the City. The Department reviews land use proposals (e.g., administrative and use permits, parcel and subdivision maps, property line adjustments, variances, design review applications, etc.) and ensures compliance with federal, state and local regulations, including the City's General Plan, Zoning Code, California Subdivision Map Act, California Environmental Quality Act and National Environmental Policy Act. The Division provides direction and leadership in implementing the goals, objectives, and policies of the City as adopted by the City Council.

Building provides enforcement of minimum standards to safeguard life, health, property and public welfare by regulating design, construction, quality of materials, use and occupancy of all structures within the City, and strives to implement these standards in a fair and consistent manner in compliance with federal, state and local regulations. The Department is responsible for Code Enforcement and the abatement of dangerous buildings, site conditions, and accumulations of junk and debris on private property.

Objectives:

- Provide professional land use planning services to the City Council and Planning Commission for discretionary project proposals, project environmental clearance (CEQA/NEPA), long range planning programs, and special projects.
- Provide additional staff support for Economic Development, Grant Administration, Building Division and Code Enforcement functions.
- Provide communication and direction regarding Permit Submittal Requirements.
- To ensure that construction meets all requirements of the California Building Code and related state and local codes.
- To keep accurate records of all building inspections.
- To provide quality and timely plan checks for all new construction.
- To accurately communicate building code requirements to property owners, tenants, applicants, engineers, etc.
- To complete the abatement of substandard buildings, both commercial and residential.

Budget Impacts:

- **Personnel:** 5 FTE / 2 PTE
- **Operation and Maintenance:** Possible increase for consultants for larger project review
- **Capital Outlay:** See Capital Outlay Budget (05-09)

DEVELOPMENT SERVICES

Fund 05

Department 05

	Actual Expended FY 2017-18	Actual Expended FY 2018-19	Council Approved FY 2019-20	Council Approved FY 2020-21	Council Approved FY 2021-22
Personnel Costs					
Salaries	\$ 419,126	\$ 323,924	\$ -	\$ 489,789	\$ 511,529
Benefits	173,455	132,781	-	243,976	266,170
Subtotal	592,581	456,705	-	733,765	777,699
Material, Supplies & Services					
5504 Office Supplies	921	172	2,500	2,500	2,500
5505 General Operating Supplies	4,686	2,771	3,000	3,000	3,000
5521 Consulting	9,912	44,851	30,000	20,000	20,000
420-5521 Consulting Regulation	7,739	24,038	10,000	20,000	20,000
5565 Travel, Meetings, Dues	2,918	4,425	10,000	6,000	6,000
5567 Training	3,836	2,363	8,000	5,000	5,000
5568 Advertisement	2,058	2,459	2,500	2,500	2,500
5570 Equipment Rental Fees	-	910	-	-	-
Subtotal	32,070	81,989	66,000	59,000	59,000
Intra-Government Transfers					
5810 Labor Allocation Clearing	-	-	-	-	-
Total	-	-	-	-	-
Development Services					
	\$ 624,651	\$ 538,694	\$ 66,000	\$ 792,765	\$ 836,699

PERSONNEL SUMMARY

Authorized Classifications:

Assistant City Manager	-	0.50	0.50	0.50	0.50
Development Services Director	1.00	-	-	-	-
Senior Planner	1.00	1.00	1.00	1.00	1.00
Associate Planner	1.00	1.00	-	-	-
Development Services Technician I-II-III	-	-	1.00	1.00	1.00
Administrative Assistant	0.50	0.50	-	-	-
Total FTE	3.50	3.00	2.50	2.50	2.50

BUILDING SERVICES

Fund 05

Department 06

	Actual Expended FY 2017-18	Actual Expended FY 2018-19	Council Approved FY 2019-20	Council Approved FY 2020-21	Council Approved FY 2021-22
Personnel Costs					
Salaries	\$ -	\$ -	\$ -	\$ -	\$ -
Benefits	(511)	(580)	-	-	-
Subtotal	(511)	(580)	-	-	-
Material, Supplies & Services					
5503 Building Abatement	28,950	4,332	40,000	40,000	40,000
5505 General Operating Supplies	1,664	2,635	4,000	4,000	4,000
5521 Services-Consulting	-	420	10,000	5,000	5,000
5565 Travel, Meetings, Dues	1,010	4,215	3,000	4,500	4,500
5567 Training	1,039	2,169	2,500	2,500	2,500
Subtotal	32,663	13,771	59,500	56,000	56,000
Building Services	\$ 32,152	\$ 13,191	\$ 59,500	\$ 56,000	\$ 56,000

PERSONNEL SUMMARY

Authorized Classifications:

Administrative Assistant	0.50	0.50	-	-	-
Development Services Technician I-II-III	-	-	1.00	1.00	1.00
Code Enforcement Officer-Part Time	0.96	0.96	-	-	-
Building Official	1.00	1.00	1.00	1.00	1.00
Code Enforcement Officer	-	-	1.00	1.00	1.00
Total FTE	2.46	2.46	3.00	3.00	3.00

TWO-YEAR BUDGET FISCAL YEARS 2020-21 AND 2021-22



Central Services

Program Description:

This program includes a number of the expenditures that cover general programs of the government. The operating costs for City Hall, Community Center, City Attorney, and general overhead expenses are examples. Program expenditures may be requisitioned by several sources, but must be approved by the City Manager prior to completion. The program is administered and monitored by the Finance Department and City Manager Department.

Objectives:

- To operate and maintain the City's website and ensure the availability of public information.
- To provide for participation in community promotions that encourages tourism and visitor activities.
- Coordinate with service clubs to ensure successful community events.
- To provide general overhead for shared City costs.

Budget Impacts:

- **Personnel:** Not applicable
- **Operation and Maintenance:** No significant change
- **Capital Outlay:** See Capital Outlay Budget (05-09)

CENTRAL SERVICES

Fund 05

Department 08

	Actual Expended FY 2017-18	Actual Expended FY 2018-19	Council Approved FY 2019-20	Council Approved FY 2020-21	Council Approved FY 2021-22
Personnel Costs					
Salaries	\$ -	\$ -	\$ -	\$ -	\$ -
Benefits	(199)	(226)	-	-	-
Subtotal	(199)	(226)	-	-	-
Material, Supplies & Services					
5310 Janitorial Supplies	585	3,581	4,000	4,000	4,000
5410 Utilities	40,459	35,004	45,000	45,000	45,000
5420 Telephone	22,628	27,127	25,000	25,000	25,000
5430 Alarms	1,657	4,629	1,700	1,700	1,700
5504 Office Supplies	3,798	7,446	12,500	12,500	12,500
5500 Miscellaneous Expense	30	-	-	-	-
5505 General Operating Supplies	2,527	4,852	5,000	5,000	5,000
5507 Postage & Shipping	3,358	4,820	5,000	5,000	5,000
5515 Public Info Program	8,346	12,372	10,000	10,000	10,000
5516 Reimbursements Other Agencies	-	-	-	-	-
5517 Business Improvement Incentive*	4,061	13,590	10,000	15,000	10,000
5520 Services-Legal	55,166	57,301	60,000	60,000	60,000
420-5520 Services-Legal	10,339	900	-	2,200	2,200
5521 Services-Consulting	7,100	9,362	15,000	15,000	15,000
5524 Services-Internet	2,323	1,613	3,000	3,000	3,000
5526 Services-Janitorial	20,069	18,569	22,000	22,000	22,000
5527 Services-Miscellaneous	25,612	34,124	70,000	70,000	70,000
5528 Bad Debts	1,637	7,729	5,500	5,500	5,500
5529 Facility Rental	-	-	-	-	-
5530 Fuel Reduction Projects	-	-	-	10,000	10,000
5560 City Celebration	165	-	-	-	-
5561 Public Promotions	34,253	69,838	43,500	43,500	43,500
5562 City Celebration	-	36,584	-	-	-
5563 Funding Requests-Other Agencies	54,393	50,870	44,000	45,000	45,000
5565 Travel, Meetings, Dues	9,729	9,127	11,500	11,500	11,500
5567 Training	-	(824)	-	-	-
5568 Advertisement	2,061	1,469	1,000	1,000	1,000
5570 Equipment Rental Fees	-	1,484	1,500	1,500	1,500
5572 Small Tools & Equipment	-	-	500	500	500
5575 Maintenance Agreements	127,785	158,342	145,000	200,000	200,000
5576 Computer Supplies & Serv.	9,239	16,456	15,000	100,000	100,000
5590 Insurance-General	(10,997)	33,431	23,560	25,916	28,508
5594 Safety	997	2,501	1,200	1,200	1,200
5610 General Maintenance	995	1,985	5,000	5,000	5,000
5620 Building Maintenance	10,355	17,284	52,500	12,000	12,000
5760 Motor Pool Charges	33,478	34,673	35,115	46,901	42,414
5780 Grant Expense - CALFIRE	-	12,772	40,601	150,000	30,000
001-5410 Utilities-Visitors Center	-	9,882	-	9,000	9,000
001-5526 Services - Visitors Ctr Janitorial	-	2,769	-	2,000	2,000
002-5410 Utilities-Community Center	-	12,445	-	9,000	9,000
002-5526 Janitorial-Community Center	-	255	-	2,500	2,500
Subtotal	482,148	714,362	713,676	977,417	850,522
Debt Service					
5920 Interest Expense	14,536	42,969	87,732	79,203	78,130
5930 Principal Repayment	2,500	31,000	103,407	33,000	34,000
5980 Bond Issuance Costs	26,500	-	-	-	-
Subtotal	43,536	73,969	191,139	112,203	112,130
Internal Service Charge					
5755 Labor Allocation	6,571	7,422	39,750	13,848	14,556
5756 Labor Allocation - Community	-	8,745	-	-	-
Subtotal	6,571	16,167	39,750	13,848	14,556
Central Services	\$ 532,056	\$ 804,272	\$ 944,565	\$ 1,103,468	\$ 977,208

PERSONNEL SUMMARY

Authorized Classifications:

Janitor	-	-	-	-	-
Total FTE	-	-	-	-	-

**TWO-YEAR BUDGET
FISCAL YEARS 2020-21 AND 2021-22**



General Fund – Capital Outlay Projects

Program Description:

This program contains all capital outlay projects proposed for General Fund functions. In addition, special projects by their nature, objective or funding, warrant specific notice are also included in this account. The purpose for creating a special account is to ensure that the proposed expenditures are clearly identifiable and to provide a mechanism to ensure that there is performance accountability.

Objectives:

- Complete General Plan Update and Technical Studies
- Complete the Sale of City of Shasta Lake City Hall 1650 Stanton Drive
- Complete the property purchase of 4305 Shasta Dam Blvd, construct City downtown parking
- Complete the property purchase of 4309 Shasta Dam Blvd, redevelop existing building for small business

Budget Impacts:

- **Personnel:** Not applicable
- **Operation and Maintenance:** Not applicable
- **Capital Outlay:** See Capital Outlay Budget (05-09)

CAPITAL PROJECTS

Fund 05

Department 09

	Actual Expended FY 2017-18	Actual Expended FY 2018-19	Council Approved FY 2019-20	Council Approved FY 2020-21	Council Approved FY 2021-22
Capital Outlay					
001-1370 General Plan Tech Study	\$ -	\$ 13,004	\$ 37,000	\$ 2,000	\$ -
001-1400 Old City Hall Demolition And Clean Up	-	1,900	18,100	-	-
002-1370 Housing Element Update	-	-	114,040	5,000	-
002-1390 System Software Upgrade*	57,946	19,491	-	-	-
002-1310 City Hall Equipment & IT Equipment	-	31,492	11,703	-	-
003-1370 General Plan Update EIR	-	-	102,980	100,000	20,000
003-1390 SGIP Sidewalk Project	-	58	-	-	-
010-1390 GASB 45 Actuarial Valuation*	-	7,800	-	-	-
031-1380 City Hall Furniture*	-	209,590	-	-	-
032-1380 JB Remodel Historical/Library/Chamber	285,622	-	-	-	-
033-1380 City Hall*	6,081,271	354,858	-	-	-
034-1380 AV/HDMI Council Chambers Project	-	-	27,000	-	-
035-1380 Akrich Dog Park Conversion	-	-	-	75,000	-
036-1380 Locust & SR151 Parking Lot	-	-	-	75,000	-
037-1380 Street Paving Project TBD	-	-	-	700,000	700,000
Total Capital Outlay	\$ 6,424,839	\$ 638,193	\$ 310,823	\$ 957,000	\$ 720,000

*Capital project rollovers.

PERSONNEL SUMMARY

Authorized Classifications:

None

TWO-YEAR BUDGET FISCAL YEARS 2020-21 AND 2021-22



Animal Control

Program Description:

The Animal Control Department carries out the California Health and Safety agenda for the public's health and animal welfare being. The Department is responsible for collecting stray animals, enforcing the City's Animal Control Ordinance, and ensuring animals are licensed and have requisite inoculations. Animal Control coordinates rabies clinics and spaying and neutering of animals. Additionally, the Department is responsible for issuing nuisance citations to local citizenry who do not abide by the City's ordinance in support of neighborly pet ownership.

Objectives:

- Provide animal control and shelter service consistent with the State's regulations and the City's desired level of service.
- Continue to enforce, educate, and issue citations on the cities and state's animal control laws, as well as parking citations.
- Coordinate with animal support groups for the placement of unwanted animals.
- Continue to provide low cost rabies clinic's to the public.
- Provide routine patrols and enforcement of City ordinances.
- Maintain City trash abatement program and various other assigned tasks using community service workers.

Budget Impacts:

- **Personnel:** 2 FTE and 1 part-time
- **Operation and Maintenance:** No significant change
- **Capital Outlay:** See Capital Outlay Budget (05-09)

ANIMAL CONTROL SERVICES**Fund 05****Department 10**

	Actual Expended FY 2017-18	Actual Expended FY 2018-19	Council Approved FY 2019-20	Council Approved FY 2020-21	Council Approved FY 2021-22
Personnel Costs					
Salaries	\$ 143,060	\$ 148,046	\$ -	\$ 148,954	\$ 153,420
Benefits	60,106	62,766	-	108,981	118,032
Subtotal	203,166	210,812	-	257,935	271,452
Material, Supplies & Services					
5410 Utilities	6,974	9,507	12,000	11,500	11,500
5420 Telephone	2,939	3,031	3,500	3,500	3,500
5430 Alarms	480	480	500	600	600
5504 Office Supplies	641	1,086	1,000	1,200	1,200
5505 General Operating Supplies	10,357	9,615	15,000	18,000	12,000
5515 Public Info Program	-	-	1,000	1,000	1,000
5522 Services-Rendering	-	-	-	-	-
5527 Services-Miscellaneous	533	2,092	5,000	4,000	4,000
5565 Travel, Meeting, Dues	4,942	645	5,000	5,000	5,000
5594 Safety	1,422	1,233	2,500	1,500	1,000
5598 Carr Fire Expenses - CAL OES	-	1,812	-	-	-
5620 Building Maintenance	2,865	16,373	7,000	5,000	4,000
Subtotal	31,153	45,874	52,500	51,300	43,800
Animal Control Services	\$ 234,319	\$ 256,686	\$ 52,500	\$ 309,235	\$ 315,252

PERSONNEL SUMMARY

Authorized Classifications:

Animal Control Officer Supervisor	1.00	1.00	1.00	1.00	1.00
Animal Control Officer	-	-	1.00	1.00	1.00
Animal Control Officer-Part Time	1.88	1.88	0.88	0.88	0.88
Total FTE	2.88	2.88	2.88	2.88	2.88

TWO-YEAR BUDGET FISCAL YEARS 2020-21 AND 2021-22



Park/Recreation Department

Program Description:

The Park/Recreation Department is responsible for the maintenance of all City park facilities, which include approximately forty-four acres of park grounds, tennis courts, Senior Community Center and City Hall. Recreation services include the administering summer programs. In partnership with the Gateway Unified School District, and the Shasta Lake Garden Project, the Park Department works to help beautify the City.

Objectives:

- Actively explore funding for park playground equipment replacement.
- Actively explore funding to implement the Park System Master Plan.
- Administer annual summer programs.

Budget Impacts:

- **Personnel:** 2 FTE
- **Operation and Maintenance:** No significant change
- **Capital Outlay:** See Capital Outlay Budget (05-09)

PARK/RECREATION SERVICES

Fund 05

Department 11

	Actual Expended FY 2017-18	Actual Expended FY 2018-19	Council Approved FY 2019-20	Council Approved FY 2020-21	Council Approved FY 2021-22
Personnel Costs					
Salaries	\$ 25,200	\$ 15,435	\$ -	\$ 94,340	\$ 97,182
Benefits	6,108	3,852	-	79,218	83,684
Subtotal	31,308	19,287	-	173,558	180,866
Material, Supplies & Services					
5410 Utilities	71,038	67,769	75,000	80,000	80,000
5420 Telephone	85	382	500	500	500
5450 Portable Toilet Rental	985	424	1,500	1,500	1,500
5455 Bathroom Pumping	-	-	1,200	2,000	2,000
5505 General Operating Supplies	2,452	3,223	3,000	3,000	3,000
5517 Summer Camp	6,930	15,895	20,000	20,000	20,000
5518 Redding Recreation Program	-	802	-	5,000	5,000
5527 Services-Miscellaneous	71,841	102,897	110,000	-	-
5610 General Maintenance	4,884	2,778	7,500	20,000	20,000
Subtotal	158,215	194,170	218,700	132,000	132,000
Internal Service Charges					
5750 Internal Service Allocation	-	-	-	-	-
5755 Labor Allocation	127,033	84,114	99,375	89,101	93,659
Subtotal	127,033	84,114	99,375	89,101	93,659
Park Services					
	<u>\$ 316,556</u>	<u>\$ 297,571</u>	<u>\$ 318,075</u>	<u>\$ 394,659</u>	<u>\$ 406,525</u>

PERSONNEL SUMMARY

Authorized Classifications:

Parks Maintenance Worker	-	-	2.00	2.00	2.00
Parks-Seasonal (Part-Time)	0.96	0.96	-	-	-
Total FTE	0.96	0.96	2.00	2.00	2.00

TWO-YEAR BUDGET FISCAL YEARS 2020-21 AND 2021-22



Public Safety Services

Program Description:

The Contract services agreement between the City of Shasta Lake and the Shasta County Sheriff's Offices is a year-to-year agreement. The partnership encompasses law enforcement personnel, equipment, services which include traffic enforcement. The alliance with the community, staff, and the volunteer patrol has enculturated the members providing better community services. This Contract is overseen by the City Manager Department.

Objectives:

- To provide fair and ethical law enforcement services to this community. This has been continually provided through training and education of the patrol staff and law enforcement attendance at numerous community meetings so we can better serve the City of Shasta Lake.
- To provide traffic enforcement services in order to reduce DUI's, traffic injuries and related deaths. DUI checkpoints, saturated enforcement, radar units and a children's bicycle rodeo program will accomplish this. In addition supplements P.O.S.T. traffic training will be provided to field personnel.

Budget Impacts:

- **Personnel:** N/A
- **Operation and Maintenance:** Services are contracted with Shasta County
- **Capital Outlay:** See Capital Outlay Budget (05-09)

PUBLIC SAFETY SERVICES

Fund 05

Department 13

	Actual Expended FY 2017-18	Actual Expended FY 2018-19	Council Approved FY 2019-20	Council Approved FY 2020-21	Council Approved FY 2021-22
Materials Supplies & Services					
5310 Janitorial Supplies	\$ -	\$ 1,733	\$ -	\$ -	\$ -
5410 Utilities	18,572	18,968	20,000	21,000	21,000
5523 Contract-Police Services	2,697,881	2,802,791	3,105,417	3,198,580	3,294,537
5526 Services-Janitorial	13,336	12,239	12,500	12,000	12,000
5527 Contracts-Miscellaneous	12,100	12,838	13,000	13,000	13,000
5596 Citizens Patrol Expenses	1,942	1,529	2,000	2,000	2,000
5620 Building Maintenance	3,600	3,571	30,000	30,000	30,000
5625 Generator Maintenance	-	-	8,000	8,000	8,000
5760 Motor Pool Charges	134,779	150,000	150,000	200,000	200,000
Subtotal	2,882,210	3,003,669	3,340,917	3,484,580	3,580,537
Public Safety	\$ 2,882,210	\$ 3,003,669	\$ 3,340,917	\$ 3,484,580	\$ 3,580,537

PERSONNEL SUMMARY

Authorized Classifications:

None

TWO-YEAR BUDGET FISCAL YEARS 2020-21 AND 2021-22



Public Services

Program Description:

Under the direction of the City Engineer, the Public Services program is dedicated to the efficient design, construction, operation, and maintenance of public works systems and programs that protect and enhance the quality of life of the citizens of Shasta Lake.

Objectives:

- Update and publish City construction standards.
- Administer the design, construction and maintenance of all Public Works and capital improvement projects.
- Oversee planning and implementation of infrastructure improvements.

Budget Impacts:

- **Personnel:** .75 FTE
- **Operation and Maintenance:** No Significant Change
- **Capital Outlay:** See Capital Outlay Budget (All Funds-09)

PUBLIC SERVICES

Fund 05

Department 14

	Actual Expended FY 2017-18	Actual Expended FY 2018-19	Council Approved FY 2019-20	Council Approved FY 2020-21	Council Approved FY 2021-22
Personnel Costs					
Salaries	\$ 34,432	\$ 36,216	\$ -	\$ 63,550	\$ 65,453
Benefits	12,366	12,330	-	35,578	36,846
Subtotal	46,798	48,546	-	99,128	102,299
Material, Supplies & Services					
5504 Office Supplies	112	361	500	500	500
5513 Permits & Fees	-	-	-	-	-
5521 Services-Consulting	115	118	2,500	10,000	10,000
5530 Contractual Obligations	-	-	-	-	-
5565 Travel, Meetings, Dues	-	439	500	500	1,000
5567 Training	-	-	500	3,500	3,500
5576 Computer Services/Repairs	-	-	-	-	-
Subtotal	227	918	4,000	14,500	15,000
Intra-Government Transfer					
5755 Labor Allocation	-	-	165,866	186,385	193,326
5810 Intra-Govt Transfer	-	-	-	-	-
Total	-	-	165,866	186,385	193,326
Public Services	\$ 47,025	\$ 49,464	\$ 169,866	\$ 300,013	\$ 310,625

PERSONNEL SUMMARY

Authorized Classifications:

City Engineer	0.25	0.25	0.25	0.25	0.25
Assistant City Engineer	-	0.25	0.25	0.25	0.25
GIS Program Coordinator	-	-	0.25	0.25	0.25
Total FTE	0.25	0.50	0.75	0.75	0.75

**TWO-YEAR BUDGET
FISCAL YEARS 2020-21 AND 2021-22**



Personnel & Labor Relations

Program Description:

The City's Personnel and Labor Relations program was formed to capture and monitor on-going personnel related expenses in the City's General Fund. Line items included in this department are employee training, advertising employment opportunities, retired employee medical contributions, and maintenance of personnel related procedures and laws. The program is managed by the Finance Department.

Objectives:

- To capture and monitor non-payroll employee related expenses.
- To provide five days of general management training courses for all department heads and supervisors.
- To update personnel policies and maintain policies annually.

Budget Impacts:

- **Personnel:** None
- **Operation and Maintenance:** No significant changes
- **Capital Outlay:** See Capital Outlay Budget (05-09)

PERSONNEL & LABOR RELATIONS

Fund 05

Department 15

	Actual Expended FY 2017-18	Actual Expended FY 2018-19	Council Approved FY 2019-20	Council Approved FY 2020-21	Council Approved FY 2021-22
Personnel Costs					
Salaries	\$ -	\$ -	\$ -	\$ -	\$ -
5110 Insurance - Health	\$ 328,706	\$ 402,262	\$ -	\$ 258,371	\$ 284,208
5111 OPEB Contribution	45,429	1,340	59,740	-	-
Subtotal	374,135	403,602	59,740	258,371	284,208
Material, Supplies & Services					
5504 Office Supplies	-	-	-	-	-
5505 General Operating Supplies	108	-	-	-	-
5521 Services-Consulting	5,000	-	5,000	5,000	5,000
5527 Services-Miscellaneous	5,194	9,954	7,500	7,500	7,500
5565 Travel, Meetings, Dues	-	189	500	500	500
5567 Training	-	-	7,500	7,500	7,500
5568 Advertisement	1,011	2,606	5,000	5,000	5,000
5575 Maintenance Agreements	-	-	-	-	-
Subtotal	11,313	12,749	25,500	25,500	25,500
Personnel & Labor Relations	\$ 385,448	\$ 416,351	\$ 85,240	\$ 283,871	\$ 309,708

PERSONNEL SUMMARY

Authorized Classifications:

None - - - - -

TOTAL GENERAL FUND \$ 13,110,935 \$ 7,618,142 \$ 5,662,661 \$ 9,607,644 \$ 9,497,507

**TWO-YEAR BUDGET
FISCAL YEARS 2020-21 AND 2021-22**



**Wastewater Reclamation Facilities
Assessment District**

Program Description:

This fund accounts for the debt service requirements to retire an assessment on September 2, 1996, to finance the expansion of the Wastewater Treatment Plant. The original issue of \$5,645,500 consists of two components – Series A and Series B. The Series A component has principal payments ranging from \$51,000 to \$265,000, with interest payments of 4.5%. The Series B component has principal payments of \$6,500 to \$33,000, also with interest payments of 4.5%. The first payment began on September 2, 1995, and will mature on September 2, 2034. The repayment of this debt is accomplished through assessments against properties benefiting from the improvement.

Budget Impacts:

- **Personnel:** N/A
- **Operation and Maintenance:** Annual debt and interest payments.
- **Capital Outlay:** N/A

WASTEWATER TREATMENT DEBT SERVICE

FUND SUMMARY	Council	Council
	Approved FY 2020-21	Approved FY 2021-22
Restricted Funds, Beginning of Year	\$ 540,254	\$ 561,611
Funds Available, Beginning of Year	-	-
Estimated Revenues, for Fiscal Year	250,000	250,000
Operating Transfers In	-	-
Operating Transfers Out	-	-
Estimated Expenditures, for Fiscal Year	228,643	230,130
Restricted Funds, End of Year	561,611	581,481
Estimated Funds Available, End of Year	\$ -	\$ -

REVENUE SUMMARY	Actual	Actual	Council	Council	Council
	Revenue FY 2017-18	Revenue FY 2018-19	Approved FY 2019-20	Approved FY 2020-21	Approved FY 2021-22
Special Assessment	\$ 250,905	\$ 212,887	\$ 250,000	\$ 250,000	\$ 250,000
Revenue from Use of Money	6,269	7,953	1,000	-	-
Total Revenues	<u>257,174</u>	<u>220,840</u>	<u>251,000</u>	<u>250,000</u>	<u>250,000</u>

EXPENDITURE SUMMARY	Actual	Actual	Council	Council	Council
	Expended FY 2017-18	Expended FY 2018-19	Approved FY 2019-20	Approved FY 2020-21	Approved FY 2021-22
Wastewater Treatment Debt	235,901	239,269	239,000	228,643	230,130
Total Expenditures	<u>\$ 235,901</u>	<u>\$ 239,269</u>	<u>\$ 239,000</u>	<u>\$ 228,643</u>	<u>\$ 230,130</u>

**REVENUE DETAIL
WASTEWATER TREATMENT DEBT
FUND 93**

	Actual Revenue FY 2017-18	Actual Revenue FY 2018-19	Council Approved FY 2019-20	Council Approved FY 2020-21	Council Approved FY 2021-22
Special Assessment					
93-950 Sewer Assessment	\$ 250,905	\$ 212,887	\$ 250,000	\$ 250,000	\$ 250,000
Subtotal	250,905	212,887	250,000	250,000	250,000
Revenue from Use of Money					
93-851 Interest Income	6,269	7,953	1,000	-	-
Subtotal	6,269	7,953	1,000	-	-
Total Revenues	\$ 257,174	\$ 220,840	\$ 251,000	\$ 250,000	\$ 250,000

**EXPENDITURE DETAIL
WASTEWATER TREATMENT DEBT SERVICE
Fund 93
Department 01**

	Actual Expended FY 2017-18	Actual Expended FY 2018-19	Council Approved FY 2019-20	Council Approved FY 2020-21	Council Approved FY 2021-22
Material, Supplies & Services					
5521 Services-Consulting	\$ 6,284	\$ 10,467	\$ 10,000	\$ -	\$ -
Subtotal	6,284	10,467	10,000	-	-
Debt Service					
5920 Interest Expense	124,617	119,802	115,000	109,643	104,130
5930 Debt Repayment- Principal	105,000	109,000	114,000	119,000	126,000
Subtotal	229,617	228,802	229,000	228,643	230,130
Total Expenses	\$ 235,901	\$ 239,269	\$ 239,000	\$ 228,643	\$ 230,130

PERSONNEL SUMMARY

Authorized Classifications:
None

**TWO-YEAR BUDGET
FISCAL YEARS 2020-21 AND 2021-22**



Riddle Road Assessment Bonds

Program Description:

This fund accounts for the debt service required to retire the voter-approved assessments issued on August 7, 1989, to finance the construction costs for the Riddle Road water system. The original issue of \$64,932 has principal payments ranging from \$932 to \$4,000 and interest payments of 5.0%. The first payment began on March 2, 1990 and will mature on September 2, 2029. The repayment of this debt is accomplished through assessments against properties benefiting from the improvements.

Budget Impacts:

- **Personnel:** N/A
- **Operation and Maintenance:** Annual debt and interest payments.
- **Capital Outlay:** N/A

RIDDLE ROAD WATER BOND

FUND SUMMARY	Council Approved FY 2020-21	Council Approved FY 2021-22
Restricted Funds, Beginning of Year	\$ 7,888	\$ 8,288
Funds Available, Beginning of Year	-	-
Estimated Revenues, for Fiscal Year	3,750	3,750
Operating Transfers In	-	-
Operating Transfers Out	-	-
Estimated Expenditures, for Fiscal Year	3,350	3,250
Restricted Funds, End of Year	8,288	8,788
Estimated Funds Available, End of Year	\$ -	\$ -

REVENUE SUMMARY	Actual Revenue FY 2017-18	Actual Revenue FY 2018-19	Council Approved FY 2019-20	Council Approved FY 2020-21	Council Approved FY 2021-22
Special Assessment	\$ 3,708	\$ 3,606	\$ 3,750	\$ 3,750	\$ 3,750
Revenue from Use of Money	73	114	-	-	-
Total Revenues	<u>3,781</u>	<u>3,720</u>	<u>3,750</u>	<u>3,750</u>	<u>3,750</u>

EXPENDITURE SUMMARY	Actual Expended FY 2017-18	Actual Expended FY 2018-19	Council Approved FY 2019-20	Council Approved FY 2020-21	Council Approved FY 2021-22
Riddle Road Water Bond	3,650	3,550	3,450	3,350	3,250
Total Expenditures	<u>\$ 3,650</u>	<u>\$ 3,550</u>	<u>\$ 3,450</u>	<u>\$ 3,350</u>	<u>\$ 3,250</u>

**REVENUE DETAIL
RIDDLE ROAD WATER BOND
FUND 95**

	Actual Revenue FY 2017-18	Actual Revenue FY 2018-19	Council Approved FY 2019-20	Council Approved FY 2020-21	Council Approved FY 2021-22
Special Assessment					
95-950 Sewer Assessment	\$ 3,708	\$ 3,606	\$ 3,750	\$ 3,750	\$ 3,750
Subtotal	3,708	3,606	3,750	3,750	3,750
Revenue from Use of Money					
95-851 Interest Income	73	114	-	-	-
Subtotal	73	114	-	-	-
Total Revenues	\$ 3,781	\$ 3,720	\$ 3,750	\$ 3,750	\$ 3,750

**EXPENDITURE DETAIL
RIDDLE ROAD WATER BOND
Fund 95
Department 01**

	Actual Expended FY 2017-18	Actual Expended FY 2018-19	Council Approved FY 2019-20	Council Approved FY 2020-21	Council Approved FY 2021-22
Debt Service					
5920 Interest Expense	\$ 1,650	\$ 1,550	\$ 1,450	\$ 1,350	\$ 1,250
5930 Debt Repayment- Principal	2,000	2,000	2,000	2,000	2,000
Subtotal	3,650	3,550	3,450	3,350	3,250
Total Expenses	\$ 3,650	\$ 3,550	\$ 3,450	\$ 3,350	\$ 3,250

PERSONNEL SUMMARY
Authorized Classifications:
None

**TWO-YEAR BUDGET
FISCAL YEARS 2020-21 AND 2021-22**



Davis-Grunsky Loan

Program Description:

This fund accounts for the debt service requirements to retire the voter-approved tax override issued in February 1974 to finance the construction of a water system in Summit City. The original issue of \$408,538 has principal payments ranging from \$4,207 to \$14,054 and interest payments of 2.5%. The first payment began on January 1, 1977 and will mature on July 1, 2026. The repayment of this debt is accomplished through a tax override against properties inside the improvement area.

Budget Impacts:

- **Personnel:** N/A
- **Operation and Maintenance:** Annual debt and interest payments.
- **Capital Outlay:** N/A

DAVIS-GRUNSKY ACT LOAN

FUND SUMMARY	Council Approved FY 2020-21	Council Approved FY 2021-22
Restricted Funds, Beginning of Year	\$ 101,677	\$ 102,100
Funds Available, Beginning of Year	-	-
Estimated Revenues, for Fiscal Year	11,500	11,500
Operating Transfers In	-	-
Operating Transfers Out	-	-
Estimated Expenditures, for Fiscal Year	11,077	11,077
Restricted Funds, End of Year	102,100	102,523
Estimated Funds Available, End of Year	\$ -	\$ -

REVENUE SUMMARY	Actual Revenue FY 2017-18	Actual Revenue FY 2018-19	Council Approved FY 2019-20	Council Approved FY 2020-21	Council Approved FY 2021-22
Taxes	\$ 11,583	\$ 28,027	\$ 11,500	\$ 11,500	\$ 11,500
Revenue from Other Agencies	22	21	-	-	-
Revenue from Use of Money	1,103	1,971	100	-	-
Total Revenues	<u>12,708</u>	<u>30,019</u>	<u>11,600</u>	<u>11,500</u>	<u>11,500</u>

EXPENDITURE SUMMARY	Actual Expended FY 2017-18	Actual Expended FY 2018-19	Council Approved FY 2019-20	Council Approved FY 2020-21	Council Approved FY 2021-22
Davis Grunsky Act Loan	12,178	12,175	13,550	11,077	11,077
Total Expenditures	<u>\$ 12,178</u>	<u>\$ 12,175</u>	<u>\$ 13,550</u>	<u>\$ 11,077</u>	<u>\$ 11,077</u>

REVENUE DETAIL
DAVIS-GRUNSKY ACT LOAN
Fund 98

	Actual Revenue FY 2017-18	Actual Revenue FY 2018-19	Council Approved FY 2019-20	Council Approved FY 2020-21	Council Approved FY 2021-22
Taxes					
98-401 Property Tax-Curr. Sec.	\$ 11,527	\$ 27,973	\$ 11,500	\$ 11,500	\$ 11,500
98-402 Property Tax-Curr. Uns.	37	10	-	-	-
98-404 Property Tax-Pr Yr Uns.	1	1	-	-	-
98-405 Supplemental Taxes	11	12	-	-	-
98-410 Interest on Taxes	7	31	-	-	-
Subtotal	11,583	28,027	11,500	11,500	11,500
Revenue from Other Agencies					
98-610 Homeowners Exemption	22	21	-	-	-
Subtotal	22	21	-	-	-
Revenue from Use of Money					
98-851 Interest on Investments	1,103	1,971	100	-	-
Subtotal	1,103	1,971	100	-	-
Total Revenues	\$ 12,708	\$ 30,019	\$ 11,600	\$ 11,500	\$ 11,500

EXPENDITURE DETAIL
Fund 98
Department 01

	Actual Expended FY 2017-18	Actual Expended FY 2018-19	Council Approved FY 2019-20	Council Approved FY 2020-21	Council Approved FY 2021-22
Debt Service					
5920 Interest Expense	\$ 3,079	\$ 2,849	\$ 4,000	\$ 1,526	\$ 1,287
5930 Debt Repayment- Principal	9,099	9,326	9,550	9,551	9,790
Subtotal	12,178	12,175	13,550	11,077	11,077
Total Expenses	\$ 12,178	\$ 12,175	\$ 13,550	\$ 11,077	\$ 11,077

PERSONNEL SUMMARY

Authorized Classifications:
None

**TWO-YEAR BUDGET
FISCAL YEARS 2020-21 AND 2021-22**



**Water Plant Facilities Department
Capital Outlay (P&FCC)**

Program Description:

This program provides for the funding of capital improvements and capital replacement of plant for the Water Treatment Plant and Distribution Facilities with P&FCC funds.

Objectives:

- Transfer annually to support water debt loan payments.

Budget Impacts:

- **Personnel:** None
- **Operation and Maintenance:** No significant change
- **Capital Outlay:** None

WATER PLANT & FACILITIES CAPACITY

FUND SUMMARY

	Council Approved FY 2020-21	Council Approved FY 2021-22
Restricted Funds, Beginning of Year	\$ 319,346	\$ 490,264
Funds Available, Beginning of Year	-	-
Estimated Revenues, for Fiscal Year	180,000	180,000
Operating Transfers In	-	-
Operating Transfers Out	-	-
Estimated Expenditures, for Fiscal Year	9,082	9,354
Restricted Funds, End of Year	490,264	660,910
Estimated Funds Available End of Year	\$ -	\$ -

REVENUE SUMMARY

	Actual Revenue FY 2017-18	Actual Revenue FY 2018-19	Council Approved FY 2019-20	Council Approved FY 2020-21	Council Approved FY 2021-22
Charges for Services	\$ 165,937	\$ 182,318	\$ 150,000	\$ 180,000	\$ 180,000
Revenue from Use of Money	1,086	2,428	150	-	-
Other Revenue	(160,000)	-	-	-	-
Total Revenues	<u>7,023</u>	<u>184,746</u>	<u>150,150</u>	<u>180,000</u>	<u>180,000</u>

EXPENDITURE SUMMARY

	Actual Expended FY 2017-18	Actual Expended FY 2018-19	Council Approved FY 2019-20	Council Approved FY 2020-21	Council Approved FY 2021-22
Water Plant & Facilities Capacity	11,529	8,560	8,817	9,082	9,354
Total Expenditures	<u>\$ 11,529</u>	<u>\$ 8,560</u>	<u>\$ 8,817</u>	<u>\$ 9,082</u>	<u>\$ 9,354</u>

REVENUE DETAIL
WATER PLANT AND FACILITIES
Fund 11

	Actual Revenue FY 2017-18	Actual Revenue FY 2018-19	Council Approved FY 2019-20	Council Approved FY 2020-21	Council Approved FY 2021-22
Charges for Current Services					
11-770 Plant & Facility Fees	\$ 165,937	\$ 182,318	\$ 150,000	\$ 180,000	\$ 180,000
Subtotal	165,937	182,318	150,000	180,000	180,000
Revenue from Use of Money					
11-851 Interest Income	1,086	2,428	150	-	-
Subtotal	1,086	2,428	150	-	-
Other Revenue					
11-302 Transfers Out	(160,000)	-	-	-	-
Total Revenues	\$ 7,023	\$ 184,746	\$ 150,150	\$ 180,000	\$ 180,000

EXPENDITURE DETAIL
Fund 11
Department 01

	Actual Expended FY 2017-18	Actual Expended FY 2018-19	Council Approved FY 2019-20	Council Approved FY 2020-21	Council Approved FY 2021-22
Internal Service Charge					
5750 Administration Fee	\$ 3,226	\$ 8,560	\$ 8,817	\$ 9,082	\$ 9,354
Subtotal	3,226	8,560	8,817	9,082	9,354
Capital Outlay					
003-1390 Water Feasibility Study	8,303	-	-	-	-
Subtotal	8,303	-	-	-	-
Total Expenses	\$ 11,529	\$ 8,560	\$ 8,817	\$ 9,082	\$ 9,354

PERSONNEL SUMMARY
Authorized Classifications:
None

**TWO-YEAR BUDGET
FISCAL YEARS 2020-21 AND 2021-22**



**Electric Plant and Facilities Department
Capital Outlay (P&FCC)**

Program Description:

This program provides for the funding of capital improvements and capital replacement of plant for the City Electric Department with P&FCC funds.

Objectives:

- None at present.

Budget Impacts:

- **Personnel:** None
- **Operation and Maintenance:** No change
- **Capital Outlay:** All requests PF&CC (22-09)

ELECTRIC PLANT AND FACILITIES CAPACITY

FUND SUMMARY

	Council Approved FY 2020-21	Council Approved FY 2021-22
Restricted Funds, Beginning of Year	\$ 295,581	\$ 323,736
Funds Available, Beginning of Year	-	-
Estimated Revenues, for Fiscal Year	30,000	30,000
Operating Transfers In	-	-
Operating Transfers Out	-	-
Estimated Expenditures, for Fiscal Year	1,845	1,900
Restricted Funds, End of Year	323,736	351,836
Estimated Funds Available End of Year	\$ -	\$ -

REVENUE SUMMARY

	Actual Revenue FY 2017-18	Actual Revenue FY 2018-19	Council Approved FY 2019-20	Council Approved FY 2020-21	Council Approved FY 2021-22
Charges for Current Services	\$ 36,392	\$ 26,029	\$ 30,000	\$ 30,000	\$ 30,000
Other Revenue	3,379	6,169	500	-	-
Total Revenues	<u>39,771</u>	<u>32,198</u>	<u>30,500</u>	<u>30,000</u>	<u>30,000</u>

EXPENDITURE SUMMARY

	Actual Expended FY 2017-18	Actual Expended FY 2018-19	Council Approved FY 2019-20	Council Approved FY 2020-21	Council Approved FY 2021-22
Electric Plant & Facilities Capacity	25,092	1,739	1,791	1,845	1,900
Total Expenditures	<u>\$ 25,092</u>	<u>\$ 1,739</u>	<u>\$ 1,791</u>	<u>\$ 1,845</u>	<u>\$ 1,900</u>

REVENUE DETAIL
ELECTRIC PLANT AND FACILITIES
Fund 22

	Actual Revenue FY 2017-18	Actual Revenue FY 2018-19	Council Approved FY 2019-20	Council Approved FY 2020-21	Council Approved FY 2021-22
Charges for Current Services					
22-770 Plant & Facility Fees	\$ 36,392	\$ 26,029	\$ 30,000	\$ 30,000	\$ 30,000
Subtotal	36,392	26,029	30,000		
Revenue from Use of Money					
22-851 Interest Income	3,379	6,169	500	-	-
Subtotal	3,379	6,169	500	-	-
Total Revenues	\$ 39,771	\$ 32,198	\$ 30,500	\$ 30,000	\$ 30,000

EXPENDITURE DETAIL
ELECTRIC PLANT & FACILITIES
Fund 22
Department 01/09

	Actual Expended FY 2017-18	Actual Expended FY 2018-19	Council Approved FY 2019-20	Council Approved FY 2020-21	Council Approved FY 2021-22
Internal Service Charge-01					
5750 Administration Fee	\$ 676	\$ 1,739	\$ 1,791	\$ 1,845	\$ 1,900
Subtotal	676	1,739	1,791	1,845	1,900
Capital Outlay-09					
001-1400 Service Extensions	24,416	-	-	-	-
Subtotal	24,416	-	-	-	-
Total Expenses	\$ 25,092	\$ 1,739	\$ 1,791	\$ 1,845	\$ 1,900

PERSONNEL SUMMARY
Authorized Classifications:
None

**TWO-YEAR BUDGET
FISCAL YEARS 2020-21 AND 2021-22**



**Wastewater Plant and Facilities Department
Capital Outlay (P&FCC)**

Program Description:

This program provides for the funding of capital improvements and capital replacement of plant for the Wastewater Treatment Plant and Collection Facilities with P&FCC funds.

Objectives:

- Transfer annually to support water debt loan payments.

Budget Impacts:

- **Personnel:** None
- **Operation and Maintenance:** No significant change
- **Capital Outlay:** All requests PF&CC (03-09)

WASTEWATER PLANT & FACILITIES CAPACITY

FUND SUMMARY

	Council Approved FY 2020-21	Council Approved FY 2021-22
Restricted Funds, Beginning of Year	\$ 463,941	\$ 226,827
Funds Available, Beginning of Year	-	-
Estimated Revenues, for Fiscal Year	5,756	16,756
Operating Transfers In	-	-
Operating Transfers Out	230,744	230,744
Estimated Expenditures, for Fiscal Year	12,126	12,490
Restricted Funds, End of Year	226,827	349
Estimated Funds Available End of Year	\$ -	\$ -

REVENUE SUMMARY

	Actual Revenue FY 2017-18	Actual Revenue FY 2018-19	Council Approved FY 2019-20	Council Approved FY 2020-21	Council Approved FY 2021-22
Charges for Services	\$ 247,038	\$ 232,025	\$ 199,000	\$ 235,000	\$ 246,000
Revenue from Use of Money	(221,343)	9,482	(229,244)	(229,244)	(229,244)
Total Revenues	<u>25,695</u>	<u>241,507</u>	<u>(30,244)</u>	<u>5,756</u>	<u>16,756</u>

EXPENDITURE SUMMARY

	Actual Expended FY 2017-18	Actual Expended FY 2018-19	Council Approved FY 2019-20	Council Approved FY 2020-21	Council Approved FY 2021-22
Wastewater Plant & Facilities Capacity	12,841	11,430	11,773	12,126	12,490
Total Expenditures	<u>\$ 12,841</u>	<u>\$ 11,430</u>	<u>\$ 11,773</u>	<u>\$ 12,126</u>	<u>\$ 12,490</u>

REVENUE DETAIL
WASTEWATER PLANT AND FACILITIES
Fund 33

	Actual Revenue FY 2017-18	Actual Revenue FY 2018-19	Council Approved FY 2019-20	Council Approved FY 2020-21	Council Approved FY 2021-22
Charges for Current Services					
33-770 Plant & Facility Fees	\$ 237,563	\$ 225,999	\$ 190,000	\$ 226,000	\$ 237,000
33-771 Trunk Capacity Charge	9,475	6,026	9,000	9,000	9,000
Subtotal	247,038	232,025	199,000	235,000	246,000
Revenue from Use of Money					
33-302 Transfers Out	(226,372)	-	(230,744)	(230,744)	(230,744)
33-851 Interest on Investments	5,029	9,482	1,500	1,500	1,500
Subtotal	(221,343)	9,482	(229,244)	(229,244)	(229,244)
Total Revenues	\$ 25,695	\$ 241,507	\$ (30,244)	\$ 5,756	\$ 16,756

EXPENDITURE DETAIL
WASTEWATER PLANT & FACILITIES
Fund 33
Department 01/09

	Actual Expended FY 2017-18	Actual Expended FY 2018-19	Council Approved FY 2019-20	Council Approved FY 2020-21	Council Approved FY 2021-22
Internal Service Charge					
5750 Administration Fee	\$ 4,538	\$ 11,430	\$ 11,773	\$ 12,126	\$ 12,490
Subtotal	4,538	11,430	11,773	12,126	12,490
Capital Outlay					
003-1390 Wastewater Feasibility	8,303	-	-	-	-
Subtotal	8,303	-	-	-	-
Total Expenses	\$ 12,841	\$ 11,430	\$ 11,773	\$ 12,126	\$ 12,490

PERSONNEL SUMMARY
Authorized Classifications:
None

**TWO-YEAR BUDGET
FISCAL YEARS 2020-21 AND 2021-22**



Parks Plant and Facilities Department (P&FCC)

Program Description:

This program provides for the funding of capital improvements and capital replacement of plant facilities for the City Parks System with P&FCC funds.

Objectives:

- Develop park improvement plans.

Budget Impacts:

- **Personnel:** None
- **Operation and Maintenance:** No significant change
- **Capital Outlay:** See Capital Outlay Budget (44-09)

PARKS PLANT AND FACILITIES CAPACITY

FUND SUMMARY	Council Approved	
	FY 2020-21	FY 2021-22
Restricted Funds, Beginning of Year	\$ 251,756	\$ 308,702
Funds Available, Beginning of Year	-	-
Estimated Revenues, for Fiscal Year	60,000	60,000
Operating Transfers In	-	-
Operating Transfers Out	-	-
Estimated Expenditures, for Fiscal Year	3,054	3,146
Restricted Funds, End of Year	308,702	365,556
Estimated Funds Available End of Year	\$ -	\$ -

REVENUE SUMMARY	Actual Revenue		Council Approved		Council Approved	
	FY 2017-18	FY 2018-19	FY 2019-20	FY 2020-21	FY 2021-22	FY 2021-22
Charges for Current Services	\$ 17,629	\$ 60,657	\$ 50,000	\$ 60,000	\$ 60,000	\$ 60,000
Other Revenue	2,537	4,513	500	-	-	-
Total Revenues	20,166	65,170	50,500	60,000	60,000	60,000

EXPENDITURE SUMMARY	Actual Expended		Council Approved		Council Approved	
	FY 2017-18	FY 2018-19	FY 2019-20	FY 2020-21	FY 2021-22	FY 2021-22
Parks Plant & Facilities Capacity	1,940	29,158	2,965	3,054	3,146	3,146
Total Expenditures	\$ 1,940	\$ 29,158	\$ 2,965	\$ 3,054	\$ 3,146	\$ 3,146

REVENUE DETAIL
PARKS PLANT AND FACILITIES
Fund 44

	Actual Revenue FY 2017-18	Actual Revenue FY 2018-19	Council Approved FY 2019-20	Council Approved FY 2020-21	Council Approved FY 2021-22
Charges for Current Services					
44-302 Transfers Out	\$ (36,000)	\$ -	\$ -	\$ -	\$ -
44-770 Plant & Facility Fees	53,629	60,657	50,000	60,000	60,000
Subtotal	17,629	60,657	50,000	60,000	60,000
Revenue from Use of Money					
44-851 Interest on Investments	2,537	4,513	500	-	-
Subtotal	2,537	4,513	500	-	-
Total Revenues	\$ 20,166	\$ 65,170	\$ 50,500	\$ 60,000	\$ 60,000

EXPENDITURE DETAIL
PARKS PLANT & FACILITIES
Fund 44
Department 01/09

	Actual Expended FY 2017-18	Actual Expended FY 2018-19	Council Approved FY 2019-20	Council Approved FY 2020-21	Council Approved FY 2021-22
Internal Service Charge					
5500 Miscellaneous Expense	-	-	-	-	-
5750 Administration Fee	\$ 1,940	\$ 2,879	\$ 2,965	\$ 3,054	\$ 3,146
Subtotal	1,940	2,879	2,965	3,054	3,146
Capital Outlay					
008-1390 Vallecito Tennis/Pickleball Court	-	26,279	-	-	-
Subtotal	-	26,279	-	-	-
Total Expenses	\$ 1,940	\$ 29,158	\$ 2,965	\$ 3,054	\$ 3,146

PERSONNEL SUMMARY
Authorized Classifications:
None

**TWO-YEAR BUDGET
FISCAL YEARS 2020-21 AND 2021-22**



Transportation / Trafficway Fund

Program Description:

This program provides for the funding of capital improvements and maintenance of the sixty miles of paved streets for the City transportation system and City roadways. The Department is also responsible for installation and maintenance of all street name and regulatory signs, and pavement markings placed in the street right-of-way. Additional functions include vegetation control, snow removal, and preparation of traffic surveys and traffic control for all major community events. The fund is managed by the Public Works Department

Objectives:

- Upgrade and maintain signage, pavement striping and marking.
- Maintenance of sixty miles of paved streets.

Budget Impacts:

- **Personnel:** None
- **Operation and Maintenance** None
- **Capital Outlay:** Pavement overlay projects will be completed as funding becomes available.

TRAFFICWAY FUND

FUND SUMMARY

	Council Approved FY 2020-21	Council Approved FY 2021-22
Restricted Funds, Beginning of Year	\$ 1,742,520	\$ 1,044,259
Funds Available, Beginning of Year	-	-
Estimated Revenues, for Fiscal Year	910,641	434,350
Operating Transfers In	-	-
Operating Transfers Out	-	-
Estimated Expenditures, for Fiscal Year	1,608,902	1,025,386
Restricted Funds, End of Year	1,044,259	453,223
Estimated Funds Available End of Year	\$ -	\$ -

REVENUE SUMMARY

	Actual Revenue FY 2017-18	Actual Revenue FY 2018-19	Council Approved FY 2019-20	Council Approved FY 2020-21	Council Approved FY 2021-22
Revenue from Other Agencies	\$ 305,541	\$ 929,708	\$ 451,857	\$ 910,641	\$ 434,350
Revenue from Use of Money	17,525	27,590	-	-	-
Total Revenues	<u>323,066</u>	<u>957,298</u>	<u>451,857</u>	<u>910,641</u>	<u>434,350</u>

EXPENDITURE SUMMARY

	Actual Expended FY 2017-18	Actual Expended FY 2018-19	Council Approved FY 2019-20	Council Approved FY 2020-21	Council Approved FY 2021-22
Transportation/Trafficway	430,187	783,158	718,528	1,608,902	1,025,386
Total Expenditures	<u>\$ 430,187</u>	<u>\$ 783,158</u>	<u>\$ 718,528</u>	<u>\$ 1,608,902</u>	<u>\$ 1,025,386</u>

**REVENUE DETAIL
TRAFFICWAY FUND
FUND 15**

	Actual Revenue FY 2017-18	Actual Revenue FY 2018-19	Council Approved FY 2019-20	Council Approved FY 2020-21	Council Approved FY 2021-22
Revenue from Other Agencies					
15-639 Streets & Highways 2103	40,446	33,955	79,625	86,816	86,816
15-640 Streets & Highways 2105	56,361	55,766	59,795	54,463	54,463
15-641 Streets & Highways 2106	52,322	52,119	50,972	47,958	47,958
15-642 Streets & Highways 2107	73,351	70,132	74,188	65,520	65,520
15-643 Streets & Highways 2107.5	3,000	3,000	3,000	3,000	3,000
15-644 Streets & Highways Governor Add'l	11,807	11,462	11,807	-	-
15-645 SB-1 Road Maintenance & Rehab	60,857	170,598	172,470	176,593	176,593
15-655 Exchange Funds	-	273,771	-	-	-
15-670 State Grant	7,397	202,504	-	-	-
15-671 State Grant - Cal Trans	-	-	-	476,291	-
15-672 State Grant - HES 1	-	56,401	-	-	-
Subtotal	305,541	929,708	451,857	910,641	434,350
Revenue from Use of Money					
15-851 Interest	17,525	27,590	-	-	-
Subtotal	17,525	27,590	-	-	-
Total Revenues	\$ 323,066	\$ 957,298	\$ 451,857	\$ 910,641	\$ 434,350

**EXPENDITURE DETAIL
TRAFFICWAY FUND
Fund 15
Department 01/09**

	Actual Expended FY 2017-18	Actual Expended FY 2018-19	Council Approved FY 2019-20	Council Approved FY 2020-21	Council Approved FY 2021-22
Capital Outlay-09					
001-1315 Street Maintenance Project	371,666	430,159	596,250	380,902	400,386
001-1316 Pavement Striping	-	-	75,000	75,000	75,000
002-1315 Street Lighting	40,838	1,559	47,278	50,000	50,000
003-1315 TBD by City Engineer-Project	-	31,470	-	-	-
008-1315 Moody Creek Bridge Rehab*	14,275	158,429	-	538,000	-
011-1390 Pine Grove Bridge Deck Overlay	3,408	94,329	-	-	-
012-1315 HSIP Safety Guardrail Upgrade	-	67,212	-	-	-
013-1315 Local Roadway Safety Plan (LRSP)*	-	-	-	65,000	-
014-1320 Lake Boulevard Improvements 20-21	-	-	-	500,000	-
015-1320 Street Paving Project 21-22 TBD	-	-	-	-	500,000
Subtotal	430,187	783,158	718,528	1,608,902	1,025,386
Total Expenses	\$ 430,187	\$ 783,158	\$ 718,528	\$ 1,608,902	\$ 1,025,386

*A capital project rollover.

PERSONNEL SUMMARY
Authorized Classifications:
None

TRANSPORTATION FUND

FUND SUMMARY

	Council Approved FY 2020-21	Council Approved FY 2021-22
Restricted Funds, Beginning of Year	\$ 674,911	\$ 761,169
Funds Available, Beginning of Year	-	-
Estimated Revenues, for Fiscal Year	647,000	647,000
Operating Transfers In	-	-
Operating Transfers Out	-	-
Estimated Expenditures, for Fiscal Year	560,742	576,126
Restricted Funds, End of Year	761,169	832,043
Estimated Funds Available End of Year	\$ -	\$ -

REVENUE SUMMARY

	Actual Revenue FY 2017-18	Actual Revenue FY 2018-19	Council Approved FY 2019-20	Council Approved FY 2020-21	Council Approved FY 2021-22
Revenue from Other Agencies	\$ 528,476	\$ 579,448	\$ 597,000	\$ 597,000	\$ 597,000
Charges for Current Services	43,148	51,211	30,000	50,000	50,000
Revenue from Use of Money	8,565	9,768	3,000	-	-
Total Revenues	<u>580,189</u>	<u>640,427</u>	<u>630,000</u>	<u>647,000</u>	<u>647,000</u>

EXPENDITURE SUMMARY

	Actual Expended FY 2017-18	Actual Expended FY 2018-19	Council Approved FY 2019-20	Council Approved FY 2020-21	Council Approved FY 2021-22
Transportation/Trafficway	437,350	936,318	-	560,742	576,126
Total Expenditures	<u>\$ 437,350</u>	<u>\$ 936,318</u>	<u>\$ -</u>	<u>\$ 560,742</u>	<u>\$ 576,126</u>

**REVENUE DETAIL
TRANSPORTATION FUND
FUND 16**

	Actual Revenue FY 2017-18	Actual Revenue FY 2018-19	Council Approved FY 2019-20	Council Approved FY 2020-21	Council Approved FY 2021-22
Revenue from Other Agencies					
16-650 TDA Funds	\$ 392,689	\$ 486,291	\$ 597,000	\$ 597,000	\$ 597,000
16-680 Grant - Other	135,787	93,157	-	-	-
Subtotal	528,476	579,448	597,000	597,000	597,000
Charges for Current Services					
16-742 Traffic Impact Fee	43,148	51,211	30,000	50,000	50,000
Subtotal	43,148	51,211	30,000		
Revenue from Use of Money					
16-851 Interest	8,565	9,768	3,000	-	-
Subtotal	8,565	9,768	3,000	-	-
Total Revenues	\$ 580,189	\$ 640,427	\$ 630,000	\$ 597,000	\$ 597,000

**EXPENDITURE DETAIL
TRANSPORTATION FUND
Fund 16
Department 01/09**

	Actual Expended FY 2017-18	Actual Expended FY 2018-19	Council Approved FY 2019-20	Council Approved FY 2020-21	Council Approved FY 2021-22
Material, Supplies & Services-01					
5785 Services-RABA	239,636	245,152	-	260,000	260,000
Subtotal	239,636	245,152	-	260,000	260,000
Capital Outlay-09					
001-1315 Street Maintenance Project	197,714	305,470	(6,300)	300,742	316,126
002-1370 Cascade Blvd. - Roadway	-	385,696	-	-	-
012-1390 SR151 Utility Box Adjustment	-	-	6,300	-	-
Subtotal	197,714	691,166	-	300,742	316,126
Total Expenses	\$ 437,350	\$ 936,318	\$ -	\$ 560,742	\$ 576,126

*A capital project rollover.

PERSONNEL SUMMARY
Authorized Classifications:
None

TWO-YEAR BUDGET FISCAL YEARS 2020-21 AND 2021-22



CDBG Project Fund

Program Description:

The primary federal objective of the CDBG Program is the development of viable communities by providing decent housing and a suitable living environment and by expanding economic opportunities, principally for persons of low and moderate income. “Persons of low and moderate income” or the “targeted income group” (TIG) are defined as families, households, and individuals whose incomes do not exceed 80 percent of the county median income, with adjustments for family or household size.

Each year the CDBG program makes funds available to eligible jurisdictions through several allocations: Community Development, Economic Development, Native American, and Planning and Technical Assistance. CDBG funds are used to benefit low income persons, aid in the prevention or elimination of slums and blight, or to meet an urgent community need that poses and immediate threat to public health and welfare. The major categories of activities include housing, public improvements or facilities, public services, and economic development. The program is managed by the Assistant City Manager.

Objectives:

- Housing Rehab Loan Program.
- Apply for CDBG funding for Street Improvement Projects within eligible areas of the City.
- Apply for CDBG Economic Development funds for projects that create eligible jobs.
- Apply for CDBG Native American Allocation funding for eligible projects that benefit eligible Non-Recognized tribes.

Budget Impacts:

- **Personnel:** N/A
- **Operation and Maintenance:** No significant change
- **Capital Outlay:** To be determined

CDBG PROJECT FUND

FUND SUMMARY	Council Approved FY 2020-21	Council Approved FY 2021-22
Restricted Funds, Beginning of Year	\$ (4,206)	\$ (4,206)
Funds Available, Beginning of Year	-	-
Estimated Revenues, for Fiscal Year	150,000	150,000
Operating Transfers In	-	-
Operating Transfers Out	-	-
Estimated Expenditures, for Fiscal Year	150,000	150,000
Restricted Funds, End of Year	(4,206)	(4,206)
Estimated Funds Available End of Year	\$ -	\$ -

REVENUE SUMMARY	Actual Revenue FY 2017-18	Actual Revenue FY 2018-19	Council Approved FY 2019-20	Council Approved FY 2020-21	Council Approved FY 2021-22
Revenue from Other Agencies	\$ 117,622	\$ 29,256	\$ -	\$ 150,000	\$ 150,000
Total Revenues	<u>117,622</u>	<u>29,256</u>	<u>-</u>	<u>150,000</u>	<u>150,000</u>

EXPENDITURE SUMMARY	Actual Expended FY 2017-18	Actual Expended FY 2018-19	Council Approved FY 2019-20	Council Approved FY 2020-21	Council Approved FY 2021-22
Projects	32,797	-	-	150,000	150,000
Total Expenditures	<u>\$ 32,797</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ 150,000</u>	<u>\$ 150,000</u>

REVENUE DETAIL
CDBG PROJECT FUND
Fund 23

	Actual Revenue FY 2017-18	Actual Revenue FY 2018-19	Council Approved FY 2019-20	Council Approved FY 2020-21	Council Approved FY 2021-22
Revenue from Other Agencies					
23-673 Grant-Other	\$ 117,622	\$ 29,256	\$ -	\$ 150,000	\$ 150,000
Subtotal	117,622	29,256	-	150,000	150,000
Total Revenues	\$ 117,622	\$ 29,256	\$ -	\$ 150,000	\$ 150,000

PERSONNEL SUMMARY
 Authorized Classifications:
 None

EXPENDITURE DETAIL
CDBG PROJECT FUND
Projects
Fund 23
Department 05

	Actual Expended FY 2017-18	Actual Expended FY 2018-19	Council Approved FY 2019-20	Council Approved FY 2020-21	Council Approved FY 2021-22
Material, Supplies & Services					
001-1320 Housing Rehab Loan	\$ 32,797	\$ -	\$ -	\$ 150,000	\$ 150,000
Subtotal	32,797	-	-	150,000	150,000
CDBG Project	\$ 32,797	\$ -	\$ -	\$ 150,000	\$ 150,000

PERSONNEL SUMMARY
 Authorized Classifications:
 None

**TWO-YEAR BUDGET
FISCAL YEARS 2020-21 AND 2021-22**



CDBG Housing Rehabilitation Fund

Program Description:

This fund includes housing and rehabilitation program projects that are to be funded by Community Development Block Grants (CDBG) and Cal Home Program provided by the state and federal government and administered by the California Department of Housing and Community Development (HCD). The grant is for the correction of health and safety issues of low and moderate income homeowners.

This project is being administered by the Assistant City Manager.

Objectives:

- To maintain the existing loan portfolio.
- To continue to utilize funds for the improvement of housing stock in the City of Shasta Lake to qualified homeowners.
- To educate and inform the community of available programs to benefit homeowners of low to moderate income.

Budget Impacts:

- **Personnel:** N/A
- **Operation and Maintenance:** No significant change
- **Capital Outlay:** None

CDBG HOUSING REHABILITATION

FUND SUMMARY	Council Approved FY 2020-21	Council Approved FY 2021-22
Restricted Funds, Beginning of Year	\$ 170,889	\$ 70,889
Funds Available, Beginning of Year	-	-
Estimated Revenues, for Fiscal Year	-	-
Operating Transfers In	-	-
Operating Transfers Out	-	-
Estimated Expenditures, for Fiscal Year	100,000	-
Restricted Funds, End of Year	70,889	70,889
Estimated Funds Available End of Year	\$ -	\$ -

REVENUE SUMMARY	Actual Revenue FY 2017-18	Actual Revenue FY 2018-19	Council Approved FY 2019-20	Council Approved FY 2020-21	Council Approved FY 2021-22
Revenue from Use of Money	(213)	63,569	2,000	-	-
Total Revenues	(213)	63,569	2,000	-	-

EXPENDITURE SUMMARY	Actual Expended FY 2017-18	Actual Expended FY 2018-19	Council Approved FY 2019-20	Council Approved FY 2020-21	Council Approved FY 2021-22
CDBG Housing Rehabilitation	-	-	100,000	100,000	-
Total Expenditures	\$ -	\$ -	\$ 100,000	\$ 100,000	\$ -

REVENUE DETAIL
CDBG HOUSING REHABILITATION
Fund 24/27/29

	Actual Revenue FY 2017-18	Actual Revenue FY 2018-19	Council Approved FY 2019-20	Council Approved FY 2020-21	Council Approved FY 2021-22
Revenue from Use of Money					
24/27/29-301 Transfers In	\$ -	\$ 62,787	\$ -	\$ -	\$ -
24/27/29-302 Transfers Out	(1,800)	(1,850)	-	-	-
24/27/29-851 Interest on Investments	762	1,857	-	-	-
24/27/29-855 Interest Income	825	775	1,000	-	-
24/27/29-856 Principal Income	-	-	1,000	-	-
Subtotal	(213)	63,569	2,000	-	-
Total Revenues	\$ (213)	\$ 63,569	\$ 2,000	\$ -	\$ -

EXPENDITURE DETAIL
CDBG HOUSING REHABILITATION
Fund 24/27/29
Department 01

	Actual Expended FY 2017-18	Actual Expended FY 2018-19	Council Approved FY 2019-20	Council Approved FY 2020-21	Council Approved FY 2021-22
Capital Outlay					
5781 Deferred Loans	-	-	100,000	100,000	-
Subtotal	-	-	100,000	100,000	-
Total Expenses	\$ -	\$ -	\$ 100,000	\$ 100,000	\$ -

PERSONNEL SUMMARY
 Authorized Classifications:
 None

**TWO-YEAR BUDGET
FISCAL YEARS 2020-21 AND 2021-22**



HOME Grant

Program Description:

This fund was established in Fiscal Year 1999-00. It includes Homebuyer's Program Assistance and when available, owner occupied rehabilitation program projects that are to be funded by Home program funds provided by the federal government and administered by the California Department of Housing and Community Development (HCD). This grant is for the purpose of homebuyer assistance and housing rehabilitation. It is managed by the Assistant City Manager.

Objectives:

- First Time Homebuyer Program Assistance Program.
- Housing rehabilitation projects.

Budget Impacts:

- **Personnel:** None
- **Operation and Maintenance:** No significant change
- **Capital Outlay:** None

CDBG HOME PROGRAM

FUND SUMMARY

	Council Approved FY 2020-21	Council Approved FY 2021-22
Restricted Funds, Beginning of Year	\$ 179,328	\$ 177,328
Funds Available, Beginning of Year	-	-
Estimated Revenues, for Fiscal Year	600,000	100,000
Operating Transfers In	-	-
Operating Transfers Out	-	-
Estimated Expenditures, for Fiscal Year	602,000	52,000
Restricted Funds, End of Year	177,328	225,328
Estimated Funds Available End of Year	\$ -	\$ -

REVENUE SUMMARY

	Actual Revenue FY 2017-18	Actual Revenue FY 2018-19	Council Approved FY 2019-20	Council Approved FY 2020-21	Council Approved FY 2021-22
Revenue from Use of Money	\$ -	\$ 1,942	\$ -	\$ -	\$ -
Revenue from Other Agencies	14,550	151,824	75,000	600,000	100,000
Total Revenues	<u>14,550</u>	<u>153,766</u>	<u>75,000</u>	<u>600,000</u>	<u>100,000</u>

EXPENDITURE SUMMARY

	Actual Expended FY 2017-18	Actual Expended FY 2018-19	Council Approved FY 2019-20	Council Approved FY 2020-21	Council Approved FY 2021-22
CDBG Housing Rehabilitation	79,185	13,225	478,652	602,000	52,000
Total Expenditures	<u>\$ 79,185</u>	<u>\$ 13,225</u>	<u>\$ 478,652</u>	<u>\$ 602,000</u>	<u>\$ 52,000</u>

REVENUE DETAIL
CDBG HOME PROGRAM
Fund 30

	Actual Revenue FY 2017-18	Actual Revenue FY 2018-19	Council Approved FY 2019-20	Council Approved FY 2020-21	Council Approved FY 2021-22
Revenue from Use of Money					
30-851 Interest on Investments	-	1,942	-	-	-
Revenue from Other Agencies					
30-671 State Grant-CDBG	\$ -	\$ 151,824	\$ -	\$ 500,000	\$ -
30-855 Interest Income	14,550	-	-	-	-
30-856 Principal Income	-	-	75,000	100,000	100,000
Subtotal	14,550	151,824	75,000	600,000	100,000
Total Revenues	\$ 14,550	\$ 151,824	\$ 75,000	\$ 600,000	\$ 100,000

EXPENDITURE DETAIL
CDBG HOME PROGRAM
Fund 30
Department 01

	Actual Expended FY 2017-18	Actual Expended FY 2018-19	Council Approved FY 2019-20	Council Approved FY 2020-21	Council Approved FY 2021-22
Materials, Supplies & Services					
5528 Bad Debt	\$ 77,103	\$ -	\$ 250,900	\$ -	\$ -
5757 General Administration	400	1,200	9,650	2,000	2,000
5758 Activity Delivery	1,682	12,025	15,052	-	-
Subtotal	79,185	13,225	275,602	2,000	2,000
Capital Outlay					
5780 Loans - DAP	-	-	203,050	100,000	50,000
003-1390 Veterans Village Rental Housing Loan	-	-	-	500,000	-
Subtotal	-	-	203,050	600,000	50,000
Total Expenses	\$ 79,185	\$ 13,225	\$ 478,652	\$ 602,000	\$ 52,000

PERSONNEL SUMMARY
Authorized Classifications:
None

**TWO-YEAR BUDGET
FISCAL YEARS 2020-21 AND 2021-22**



Supplemental Law Enforcement

Program Description:

The City of Shasta Lake received moneys allocated by the State of California for Supplemental Law Enforcement Services (SLESF). These funds are governed by Section 30062 of the California Government Code and under this section all funds shall be expended exclusively to provide front line law enforcement services. In addition, these funds may only be used to supplement existing services.

Objectives:

- Program funds are currently being used to partially fund a Traffic Officer.

Budget Impacts:

- **Personnel:** Contract with Shasta County
- **Operations and Maintenance:** N/A
- **Capital Outlay:** None

SUPPLEMENTAL LAW ENFORCEMENT FUND (SLESF)

FUND SUMMARY	Council Approved	
	FY 2020-21	FY 2021-22
Restricted Funds, Beginning of Year	\$ 11,014	\$ 11,014
Funds Available, Beginning of Year	-	-
Estimated Revenues, for Fiscal Year	100,000	100,000
Operating Transfers In	-	-
Operating Transfers Out	-	-
Estimated Expenditures, for Fiscal Year	100,000	100,000
Restricted Funds, End of Year	11,014	11,014
Estimated Funds Available End of Year	\$ -	\$ -

REVENUE SUMMARY

	Actual Revenue FY 2017-18	Actual Revenue FY 2018-19	Council Approved FY 2019-20	Council Approved FY 2020-21	Council Approved FY 2021-22
Intergovernmental Revenue	\$ 100,000	\$ 100,000	\$ 100,000	\$ 100,000	\$ 100,000
Revenue from Use of Money & Property	-	428	-	-	-
Total Revenues	100,000	100,428	100,000	100,000	100,000

EXPENDITURE SUMMARY

	Actual Expended FY 2017-18	Actual Expended FY 2018-19	Council Approved FY 2019-20	Council Approved FY 2020-21	Council Approved FY 2021-22
SLESF	100,000	100,000	100,000	100,000	100,000
Total Expenditures	\$ 100,000	\$ 100,000	\$ 100,000	\$ 100,000	\$ 100,000

REVENUE DETAIL

SLESF

Fund 10

	Actual Revenue FY 2017-18	Actual Revenue FY 2018-19	Council Approved FY 2019-20	Council Approved FY 2020-21	Council Approved FY 2021-22
Intergovernmental Revenues					
10-672 State Grant - COPS	\$ 100,000	\$ 100,000	\$ 100,000	\$ 100,000	\$ 100,000
Subtotal	100,000	100,000	100,000	100,000	100,000
Revenue from Use of Money:					
10-851 Interest Income	-	428	-	-	-
Total	-	428	-	-	-
Total SLESF	100,000	100,428	100,000	100,000	100,000

EXPENDITURE DETAIL

Fund 10

Department 01/09

	Actual Expended FY 2017-18	Actual Expended FY 2018-19	Council Approved FY 2019-20	Council Approved FY 2020-21	Council Approved FY 2021-22
Personnel Costs					
5010 Salaries-Regular	100,000	100,000	100,000	100,000	100,000
Subtotal	100,000	100,000	100,000	100,000	100,000
Total Expenses	\$ 100,000	\$ 100,000	\$ 100,000	\$ 100,000	\$ 100,000

PERSONNEL SUMMARY

Authorized Classifications:

Sheriff Service Officer	-	-	-	-	-
Traffic Officer	1.00	1.00	1.00	1.00	1.00
Total FTE	1.00	1.00	1.00	1.00	1.00

**TWO-YEAR BUDGET
FISCAL YEARS 2020-21 AND 2021-22**



**Housing Authority
(Successor Agency of the Former RDA Low and Moderate
Income Fund)**

Program Description:

On January 9, 2012, the City of Shasta Lake Housing Authority resolved to become the Successor Agency to the former Redevelopment Agency Low and Moderate Housing Funds which was dissolved with all redevelopment agencies on February 1, 2012 pursuant to the California Health and Safety Code as amended by Assembly Bill x1 26 (“ABx1 26”). Under ABx1 26, the Successor Agency, by operation of law, receives all assets, properties, contracts, leases, books and records, buildings, and equipment of the former Redevelopment Agency. The purpose of the Housing Authority is to increase, improve, and preserve the community’s supply of low and moderate- income housing.

Objectives:

With the State of California’s elimination of the RDA L&M fund. The City of Shasta Lake Housing programs and projects will seek funding from HOME, CalHOME, CDBG, or any other funding source to provide affordable housing opportunities. Projects previously funded with RDA L&M Funds include: Affordable Housing Development Subsidies, First Time Homebuyer Assistance, Owner Occupied Rehab, Paint Rebate, Code Enforcement, and Relocation Assistance are eliminated under the Housing Authority (formally the RDA Low and Moderate Fund).

- Maintain the existing loan portfolio for the former RDA L&M loans
- Maintain the assets, including property of the Housing Authority
- Work with VRDC on Shasta Lake Veterans Village
- Continue to fund Housing Abatement and Dumpster Program
- Continue to fund Paint Rebate Program

Budget Impacts:

- **Personnel:** None
- **Operation and Maintenance:** Administration of programs performed by Housing Authority
- **Capital Outlay:** See Capital Outlay budget (63-09)

SHASTA LAKE HOUSING AUTHORITY

FUND SUMMARY	Council	Council
	Approved FY 2020-21	Approved FY 2021-22
Restricted Funds, Beginning of Year	\$ 682,472	\$ 627,472
Funds Available, Beginning of Year	-	-
Estimated Revenues, for Fiscal Year	-	-
Operating Transfers In	-	-
Operating Transfers Out	-	-
Estimated Expenditures, for Fiscal Year	55,000	55,000
Restricted Funds, End of Year	627,472	572,472
Estimated Funds Available End of Year	\$ -	\$ -

REVENUE SUMMARY	Actual Revenue FY 2017-18	Actual Revenue FY 2018-19	Council Approved FY 2019-20	Council Approved FY 2020-21	Council Approved FY 2021-22
Revenue from Use of Money	\$ 1,211	\$ 771	\$ -	\$ -	\$ -
Total Revenues	1,211	771	-	-	-

EXPENDITURE SUMMARY	Actual Expended FY 2017-18	Actual Expended FY 2018-19	Council Approved FY 2019-20	Council Approved FY 2020-21	Council Approved FY 2021-22
Low and Moderate	120,847	604	47,500	55,000	55,000
Total Expenditures	\$ 120,847	\$ 604	\$ 47,500	\$ 55,000	\$ 55,000

REVENUE DETAIL
SHASTA LAKE HOUSING AUTHORITY
Fund 63

	Actual Revenue FY 2017-18	Actual Revenue FY 2018-19	Council Approved FY 2019-20	Council Approved FY 2020-21	Council Approved FY 2021-22
Revenue from Use of Money					
63-851 Interest Earnings	\$ 1,211	\$ 771	\$ -	\$ -	\$ -
Subtotal	1,211	771	-	-	-
Total Revenues	\$ 1,211	\$ 771	\$ -	\$ -	\$ -

EXPENDITURE DETAIL
SHASTA LAKE HOUSING AUTHORITY
Fund 63
Department 01/09

	Actual Expended FY 2017-18	Actual Expended FY 2018-19	Council Approved FY 2019-20	Council Approved FY 2020-21	Council Approved FY 2021-22
Material, Supplies & Services					
5330 Special Department Expenses	\$ 5,077	\$ 500	\$ 5,000	\$ 5,000	\$ 5,000
5503 Building Abatement	1,610	-	40,000	40,000	40,000
5521 Services-Consulting	-	-	1,500	-	-
5527 Services-Misc.	625	-	-	-	-
5770 Affordable Housing Projects	-	-	1,000	-	-
5780 Loans	-	-	-	10,000	10,000
5999 Land Acquisitions	1,050	-	-	-	-
Subtotal	8,362	500	47,500	55,000	55,000
Capital Outlay					
002-1380 Black Canyon Housing	3,510	104	-	-	-
002-1390 Morning Star Affordable Housing	8,975	-	-	-	-
003-1390 Veterans Village Rental Housing Loan	100,000	-	-	-	-
Subtotal	112,485	104	-	-	-
Total Expenses	\$ 120,847	\$ 604	\$ 47,500	\$ 55,000	\$ 55,000

PERSONNEL SUMMARY

Authorized Classifications:
None

Total Low and Moderate	\$ 120,847	\$ 604	\$ 47,500	\$ 55,000	\$ 55,000
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**TWO-YEAR BUDGET
FISCAL YEARS 2020-21 AND 2021-22**



Motor Pool Department

Program Description:

Motor Pool is responsible for the maintenance and repair of all City vehicles and equipment. Additional responsibilities include maintaining records of all repairs, parts utilized in this repair process and total labor hours required and record keeping associated with CHP Biannual Inspection Terminal (BIT) Program.

Objectives:

- Manage Master Vehicle Maintenance Schedule.
- Assist departments with the purchasing and outfitting of vehicles.

Budget Impacts:

- **Personnel:** 2 FTE
- **Operation and Maintenance:** No significant change
- **Capital Outlay:** No capital outlay

MOTOR POOL INTERNAL SERVICE FUND

FUND SUMMARY	Council Approved FY 2020-21	Council Approved FY 2021-22
Restricted Funds, Beginning of Year	\$ -	\$ -
Funds Available, Beginning of Year	(143,353)	(93,353)
Estimated Revenues, for Fiscal Year	957,835	887,713
Operating Transfers In	-	-
Operating Transfers Out	-	-
Estimated Expenditures, for Fiscal Year*	907,835	837,713
Restricted Funds, End of Year	-	-
Estimated Funds Available End of Year	\$ (93,353)	\$ (43,353)

*Add back depreciation

REVENUE SUMMARY	Actual Revenue FY 2017-18	Actual Revenue FY 2018-19	Council Approved FY 2019-20	Council Approved FY 2020-21	Council Approved FY 2021-22
Charges for Current Services	\$ 668,114	\$ 691,763	\$ 818,671	\$ 932,835	\$ 862,713
Revenue from Use of Money	-	5,427	-	-	-
Other Revenue	43,302	(2,684)	50,000	25,000	25,000
Total Revenues	711,416	694,506	868,671	957,835	887,713

EXPENDITURE SUMMARY	Actual Expended FY 2017-18	Actual Expended FY 2018-19	Council Approved FY 2019-20	Council Approved FY 2020-21	Council Approved FY 2021-22
Motor Pool	763,461	730,078	714,600	986,835	987,713
Motor Pool Capital	-	-	295,000	201,000	130,000
Total Expenditures	\$ 763,461	\$ 730,078	\$ 1,009,600	\$ 1,187,835	\$ 1,117,713

REVENUE DETAIL
MOTOR POOL INTERNAL SERVICE FUND
Fund 09

	Actual Revenue FY 2017-18	Actual Revenue FY 2018-19	Council Approved FY 2019-20	Council Approved FY 2020-21	Council Approved FY 2021-22
Charges for Current Services					
09-781 Motor Pool-Cost Transfers	\$ 668,114	\$ 691,763	\$ 818,671	\$ 932,835	\$ 862,713
Subtotal	668,114	691,763	818,671	932,835	862,713
Revenue from Use of Money					
09-851 Interest on Investments	-	5,427	-	-	-
Subtotal	-	5,427	-	-	-
Other Revenue					
09-302 Transfers Out*	(1,813)	(2,684)	-	-	-
09-905 Sales-Surplus Equipment	45,115	-	50,000	25,000	25,000
Subtotal	43,302	(2,684)	50,000	25,000	25,000
Total Revenues	\$ 711,416	\$ 689,079	\$ 868,671	\$ 957,835	\$ 887,713

**EXPENDITURE DETAIL
MOTOR POOL
Fund 09
Department 10**

	Actual Expended FY 2017-18	Actual Expended FY 2018-19	Council Approved FY 2019-20	Council Approved FY 2020-21	Council Approved FY 2021-22
Personnel Costs					
Salaries	\$ 73,955	\$ 76,954	\$ -	\$ 142,338	\$ 146,598
Benefits	59,404	42,822	\$ -	\$ 99,470	\$ 104,120
Subtotal	133,359	119,776	-	241,808	250,718
Material, Supplies & Services					
5310 Janitorial Supplies	-	1,499	-	-	-
5410 Utilities	3,683	3,252	6,000	4,000	4,000
5430 Alarm	420	420	600	600	600
5505 General Operating Supplies	1,456	1,428	1,500	2,000	2,000
5526 Services - Janitorial	1,083	106	-	-	-
5527 Services-Miscellaneous	2,899	3,155	28,000	28,000	28,000
5529 Outside Repairs-Labor & Equip	32,796	27,227	30,000	45,000	55,000
5554 Repair Parts - Patrol Cars	44,229	32,317	80,000	80,000	80,000
5555 Repair Parts	68,780	75,271	75,000	75,000	75,000
5556 Fuel Purchases	77,242	98,135	75,000	75,000	75,000
5557 Fuel Purchases - Patrol Cars	51,723	55,116	70,000	70,000	70,000
5567 Training	-	-	1,500	1,500	1,500
5572 Small Tools & Equipment	983	6,061	2,500	2,500	2,500
5575 Maintenance Agreements	5,000	6,786	6,500	6,500	6,500
5590 Insurance	3,996	5,917	6,105	6,716	7,388
5594 Safety	496	245	1,200	-	-
5620 Building Maintenance	163	430	5,000	25,000	5,000
5920 Interest Expense	417	353	500	-	-
5930 Debt Principal	-	-	3,243	-	-
Subtotal	295,366	317,718	392,648	421,816	412,488
Internal Service Charges					
5710 Depreciation*	273,842	251,854	280,000	280,000	280,000
5750 Administration Fees	60,894	40,730	41,952	43,211	44,507
Subtotal	334,736	292,584	321,952	323,211	324,507
*Depreciation is not a funded item.					
Total Expenses	\$ 763,461	\$ 730,078	\$ 714,600	\$ 986,835	\$ 987,713

PERSONNEL SUMMARY

Authorized Classifications:

Senior Equipment Mechanic	1.00	1.00	1.00	1.00	1.00
Equipment Mechanic	-	-	-	1.00	1.00
Motor Pool Assistant-Part Time	0.48	0.48	0.48	-	-
Total FTE	1.48	1.48	1.48	2.00	2.00

MOTOR POOL CAPITAL PROJECTS

Fund 09

Department 09

	Actual Expended FY 2017-18	Actual Expended FY 2018-19	Council Approved FY 2019-20	Council Approved FY 2020-21	Council Approved FY 2021-22
Capital Outlay					
001-1400 Vehicle Replacement	\$ -	\$ -	\$ 245,000	\$ 151,000	\$ 80,000
001-1500 Police Vehicle Replacement	-	-	50,000	50,000	50,000
Subtotal	-	-	295,000	201,000	130,000
Total Capital Outlay	-	-	295,000	201,000	130,000

PERSONNEL SUMMARY

Authorized Classifications:

None

Motor Pool	\$ 763,461	\$ 730,078	\$ 1,009,600	\$ 1,187,835	\$ 1,117,713
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**TWO-YEAR BUDGET
FISCAL YEARS 2020-21 AND 2021-22**



Public Works Maintenance Department

Program Description:

The Public Works Department is responsible for maintenance of the sixty miles of paved streets throughout the City, as well as installation and maintenance of all street name and regulatory signs placed in the street right-of-way. Additional functions include administration and maintenance of the storm water management program, vegetation control, snow removal, and traffic control for all major community events.

Objectives:

- Administration and Maintenance of Storm Water Management Program.
- Respond to requests for pavement repairs.
- Maintain vegetation control on major streets.
- Install and maintain street name and regulatory signs.

Budget Impacts:

- **Personnel:** 12.25 FTE
- **Operation and Maintenance:** No significant change
- **Capital Outlay:** All capital requests are located in 17-09

PUBLIC WORKS INTERNAL SERVICE FUND

FUND SUMMARY	Council Approved FY 2020-21	Council Approved FY 2021-22
Restricted Funds, Beginning of Year	\$ -	\$ -
Funds Available, Beginning of Year	(629,628)	(629,628)
Estimated Revenues, for Fiscal Year	2,332,463	2,449,182
Operating Transfers In	-	-
Operating Transfers Out	-	-
Estimated Expenditures, for Fiscal Year*	2,332,463	2,449,182
Restricted Funds, End of Year	-	-
Estimated Funds Available End of Year	\$ (629,628)	\$ (629,628)

*Add back depreciation

REVENUE SUMMARY	Actual Revenue FY 2017-18	Actual Revenue FY 2018-19	Council Approved FY 2019-20	Council Approved FY 2020-21	Council Approved FY 2021-22
Charges for Current Services	\$ 1,909,783	\$ 2,409,581	\$ 2,188,479	\$ 2,332,463	\$ 2,449,182
Other Revenue	(16,457)	(9,281)	500	-	-
Total Revenues	1,893,326	2,400,300	2,188,979	2,332,463	2,449,182

EXPENDITURE SUMMARY	Actual Expended FY 2017-18	Actual Expended FY 2018-19	Council Approved FY 2019-20	Council Approved FY 2020-21	Council Approved FY 2021-22
Public Works	1,907,396	1,806,686	581,718	2,340,163	2,381,882
Public Works Capital	-	-	-	-	75,000
Total Expenditures	\$ 1,907,396	\$ 1,806,686	\$ 581,718	\$ 2,340,163	\$ 2,456,882

**REVENUE DETAIL
PUBLIC WORKS
Fund 17**

	Actual Revenue FY 2017-18	Actual Revenue FY 2018-19	Council Approved FY 2019-20	Council Approved FY 2020-21	Council Approved FY 2021-22
Charges for Current Services					
17-782 Public Works-Cost Transfers	\$ 1,909,783	\$ 2,409,581	\$ 2,188,479	\$ 2,332,463	\$ 2,449,182
Subtotal	1,909,783	2,409,581	2,188,479	2,332,463	2,449,182
Other Revenue					
17-301 Transfers In	4,950	-	-	-	-
17-302 Transfers Out*	(21,838)	(31,005)	-	-	-
17-851 Interest on Investments	-	19,279	-	-	-
17-910 Miscellaneous Revenue	431	2,445	500	-	-
Subtotal	(16,457)	(9,281)	500	-	-
Total Revenues	\$ 1,893,326	\$ 2,400,300	\$ 2,188,979	\$ 2,332,463	\$ 2,449,182

**EXPENDITURE DETAIL
PUBLIC WORKS
Fund 17
Department 01**

	Actual Expended FY 2017-18	Actual Expended FY 2018-19	Council Approved FY 2019-20	Council Approved FY 2020-21	Council Approved FY 2021-22
Personnel Costs					
Salaries	\$ 805,917	\$ 892,338	\$ -	\$ 1,043,888	\$ 1,073,859
Benefits	601,327	392,713	\$ -	\$ 680,953	\$ 710,329
Subtotal	1,407,244	1,285,051	-	1,724,841	1,784,188
Material, Supplies & Services					
5310 Janitorial Supplies	-	2,449	-	-	-
5410 Utilities	13,785	13,816	12,000	14,000	14,000
5420 Telephone	4,274	4,340	4,000	4,000	4,000
5430 Alarms	420	805	750	1,000	1,000
5505 General Operating Supplies	9,447	10,019	7,500	7,500	7,500
5513 Permits and Fees	9,071	8,654	10,000	10,000	10,000
5521 Services-Consulting	6,337	2,422	15,000	10,000	10,000
5526 Services-Janitorial	5,500	3,614	5,000	5,000	5,000
5527 Services-Miscellaneous	17,623	22,426	24,000	20,000	20,000
5565 Travel, Meetings, Dues	200	251	1,000	1,000	1,000
5567 Training	1,014	790	2,500	2,500	2,500
5570 Equipment Rental Fees	3,449	5,477	2,500	10,000	10,000
5572 Small Tools & Equipment	11,006	6,398	7,000	7,000	7,000
5573 Signs	4,812	2,362	8,500	8,500	8,500
5575 Maintenance Agreements	5,437	8,713	11,000	13,200	13,500
5590 Insurance	691	3,226	10,370	11,407	12,548
5594 Safety	6,013	7,587	6,500	6,500	6,500
5598 Carr Fire Expenses - CAL OES	-	14,999	-	-	-
5610 General Maintenance	1,412	5,729	7,500	7,500	7,500
5620 Building Maintenance	4,447	2,212	5,000	5,000	5,000
Subtotal	104,938	126,289	140,120	144,107	145,548
Internal Service Charges					
5710 Depreciation Expense	7,633	7,633	7,700	7,700	7,700
5750 Administration Fees	189,510	189,613	195,301	201,160	207,195
5760 Motor Pool	193,179	193,951	196,424	262,355	237,251
Subtotal	390,322	391,197	399,425	471,215	452,146
Debt Service					
5920 Interest Expense	4,892	4,149	4,100	-	-
5930 Debt Repayment-Principal	-	-	38,073	-	-
Subtotal	4,892	4,149	42,173	-	-
Total Expenses	\$ 1,907,396	\$ 1,806,686	\$ 581,718	\$ 2,340,163	\$ 2,381,882

PERSONNEL SUMMARY

Authorized Classifications:

City Engineer	0.75	0.75	0.75	0.75	0.75
Assistant City Engineer	-	0.75	0.75	0.75	0.75
Public Works Supervisor	1.00	1.00	1.00	1.00	1.00
Public Works Leadworker	1.00	1.00	1.00	1.00	1.00
GIS Program Coordinator	-	-	0.75	0.75	0.75
Engineer Tech II	1.00	1.00	1.00	1.00	1.00
Equipment Operator	2.00	2.00	2.00	2.00	2.00
Maintenance Worker I & II	5.00	5.00	5.00	5.00	5.00
Total FTE	10.75	11.50	12.25	12.25	12.25

PUBLIC WORKS CAPITAL PROJECTS
Fund 17
Department 09

	Actual Expended FY 2017-18	Actual Expended FY 2018-19	Council Approved FY 2019-20	Council Approved FY 2020-21	Council Approved FY 2021-22
Capital Outlay					
060-1320 Corp Yard - Slurry Seal	\$ -	\$ -	\$ -	\$ -	\$ 75,000
Total	-	-	-	-	75,000
Total Capital Outlay	-	-	-	-	75,000

PERSONNEL SUMMARY

Authorized Classifications:
 None

PUBLIC WORKS	\$ 1,907,396	\$ 1,806,686	\$ 581,718	\$ 2,340,163	\$ 2,456,882
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**TWO-YEAR BUDGET
FISCAL YEARS 2020-21 AND 2021-22**



Community Facilities Districts

Program Description:

The Community Facilities District was formed in 2000 to maintain designated open space and storm water retention facilities in the Windsor Estates, Deer Creek and Hazelwood/Oakridge Estates Subdivisions.

Objectives:

- Maintain weed and sediment control in and around storm water retention facilities.
- Maintain weed control and tree care in designated open space areas within the subdivisions.

Budget Impacts:

- **Personnel:** None
- **Operation and Maintenance:** No significant change
- **Capital Outlay:** None

COMMUNITY FACILITIES DISTRICTS

FUND SUMMARY

	Council Approved FY 2020-21	Council Approved FY 2021-22
Restricted Funds, Beginning of Year	\$ -	\$ -
Funds Available, Beginning of Year	-	12,745
Estimated Revenues, for Fiscal Year	70,000	70,000
Operating Transfers In	-	-
Operating Transfers Out	-	-
Estimated Expenditures, for Fiscal Year	57,255	57,255
Restricted Funds, End of Year	-	-
Estimated Funds Available End of Year	\$ 12,745	\$ 25,490

REVENUE SUMMARY

	Actual Revenue FY 2017-18	Actual Revenue FY 2018-19	Council Approved FY 2019-20	Council Approved FY 2020-21	Council Approved FY 2021-22
Revenue from Use of Money	\$ 63,707	\$ 73,659	\$ 55,000	\$ 70,000	\$ 70,000
Total Revenues	<u>63,707</u>	<u>73,659</u>	<u>55,000</u>	<u>70,000</u>	<u>70,000</u>

EXPENDITURE SUMMARY

	Actual Expended FY 2017-18	Actual Expended FY 2018-19	Council Approved FY 2019-20	Council Approved FY 2020-21	Council Approved FY 2021-22
Community Facilities District	51,010	33,787	93,255	57,255	57,255
Total Expenditures	<u>\$ 51,010</u>	<u>\$ 33,787</u>	<u>\$ 93,255</u>	<u>\$ 57,255</u>	<u>\$ 57,255</u>

**REVENUE DETAIL
COMMUNITY FACILITIES DISTRICT
Fund 81**

	Actual Revenue FY 2017-18	Actual Revenue FY 2018-19	Council Approved FY 2019-20	Council Approved FY 2020-21	Council Approved FY 2021-22
Revenue from Use of Money					
81-851 Interest on Investments	\$ 4,244	\$ 7,540	\$ -	\$ -	\$ -
81-950 Assessments	59,463	66,119	55,000	70,000	70,000
Subtotal	63,707	73,659	55,000	70,000	70,000
Total Revenues	\$ 63,707	\$ 73,659	\$ 55,000	\$ 70,000	\$ 70,000

**EXPENDITURE DETAIL
COMMUNITY FACILITIES DISTRICT #1 (WINDSOR)
Fund 81
Department 01**

	Actual Expended FY 2017-18	Actual Expended FY 2018-19	Council Approved FY 2019-20	Council Approved FY 2020-21	Council Approved FY 2021-22
Materials, Supplies & Services					
5521 Consulting	\$ 2,454	\$ 2,563	\$ 2,500	\$ 2,500	\$ 2,500
5527 Services-Miscellaneous	21,849	4,685	15,500	15,500	15,500
Subtotal	24,303	7,248	18,000	18,000	18,000
Capital Outlay					
100-1320 Public Works Vehicle Storage	\$ -	\$ -	\$ 36,000	\$ -	\$ -
Subtotal	-	-	36,000	-	-

**EXPENDITURE DETAIL
COMMUNITY FACILITIES DISTRICT #2 (WINDSOR)
Fund 81
Department 02**

	Actual Expended FY 2017-18	Actual Expended FY 2018-19	Council Approved FY 2019-20	Council Approved FY 2020-21	Council Approved FY 2021-22
Materials, Supplies & Services					
5521 Consulting	\$ 2,498	\$ 2,604	\$ 2,500	\$ 2,500	\$ 2,500
5527 Services-Miscellaneous	5,938	-	14,500	14,500	14,500
Subtotal	8,436	2,604	17,000	17,000	17,000

**EXPENDITURE DETAIL
DRAINAGE MAINTENANCE DISTRICT (DEER CREEK)
Fund 81
Department 03**

	Actual Expended FY 2017-18	Actual Expended FY 2018-19	Council Approved FY 2019-20	Council Approved FY 2020-21	Council Approved FY 2021-22
Materials, Supplies & Services					
5521 Consulting	\$ 625	\$ 500	\$ 1,000	\$ 1,000	\$ 1,000
5527 Services-Miscellaneous	1,302	1,366	2,000	2,000	2,000
Subtotal	1,927	1,866	3,000	3,000	3,000

**EXPENDITURE DETAIL
LANDSCAPING AND LIGHTING DISTRICT (DEER CREEK)
Fund 81
Department 04**

	Actual Expended FY 2017-18	Actual Expended FY 2018-19	Council Approved FY 2019-20	Council Approved FY 2020-21	Council Approved FY 2021-22
Materials, Supplies & Services					
5521 Consulting	\$ 625	\$ 500	\$ 1,000	\$ 1,000	\$ 1,000
5527 Services-Miscellaneous	15,719	21,569	18,255	18,255	18,255
Subtotal	16,344	22,069	19,255	19,255	19,255
Total Expenses	\$ 51,010	\$ 33,787	\$ 93,255	\$ 57,255	\$ 57,255

Glossary of Terms (Note: Authority Statement is included after definition, if applicable)

Appropriated Budget. The expenditure authority created by resolution that is approved by the City Council, which includes related estimated revenues. The appropriated budget would include all reserves, transfers, allocations, supplemental appropriation and other legally authorized Council changes. (NCGA Interpretation 10)

Basis of Accounting. The timing of recognition, that is, when the effects of transactions or events should be recognized for financial reporting purposes. For example, the effects of transactions or events can be recognized on an accrual basis (that is, when the transaction or events take place), or on a cash basis (that is, when cash is received or paid). (SGAS 11)

Comparative Data. Information from prior fiscal periods provided to enhance the analysis of financial data for the current fiscal period.

Component Unit. A legally separate organization for which the elected officials of the government are financially accountable. For example, the City of Shasta Lake and the Shasta Lake Redevelopment Agency. (SGAS 14)

Connection Fee. Fees charged to join or to extend an existing utility system.

Consistency. The principle according to which once an accounting principal or reporting method is adopted, it will be used for all similar transactions and events. The concept of consistency in financial reporting extends to many areas such as valuation methods, basis of accounting, and determination of the financial reporting entity. (SGAC 1)

Debt Service Fund. Governmental fund type used to account for accumulation of resources for, and the payment of, general long-term debt principal and interest. (NCGA Statement 1)

Developer Fees. Fees charged to developers to cover, in whole or in part, the anticipated cost of improvements that will be necessary as a result of the development (e.g. parks, sidewalks).

Encumbrances. Commitments related to unperformed contracts for goods and services. (NCGA Statement 1)

Enterprise Fund. Propriety fund type used to report an activity for which a fee is charged to external users for goods or services. (SGAS 34)

Fiduciary Fund. Funds used to report assets held in a trustee or agency capacity for others and which therefore cannot be used to support the government's own programs. (SGAS 34)

Final Amended Budget. Term used in connection with budgetary reporting. The original budget adjusted by all reserves, transfers, allocations, supplemental appropriations, and other legally authorized changes applicable to the fiscal year. (SGAS 34)

Financial Reporting Entity. A primary government, organizations for which the primary government is financial accountable, and other organizations for which the nature and significance

of their relationship with the primary government are such that exclusion would cause the reporting entity's financial statements to be misleading or incomplete.

Financial Resources. Resources that are or will become available for spending. Financial resources include cash and resources ordinarily expected to be converted to cash.

Fiscal Accountability. The responsibility of governments to justify that their actions in the current period have complied with public decisions concerning the raising and spending of public moneys in the short term (usually one budgetary cycle or one year). (SGAS 34)

Fixed Budget. Budgets that embody estimates of specific (fixed) dollar amounts. (NCGA Statement 1)

Flexible Budget. Budgets that embody dollar estimates that vary according to demand for the goods or services provided. (NCGA Statement 1)

Function. A group of related activities aimed at accomplishing a major service for which a government is responsible (e.g. public safety).

Fund. A fiscal and accounting entity with a self-balancing set of accounts recording cash and other financial resources, together with all related liabilities and residual equities or balances, and changes therein, that are separated for the purpose of carrying on specific activities or attaining certain objectives in accordance with special regulations, restrictions, or limitations. (NCGA Statement 1)

Fund Balance. The difference between assets and liabilities reported in a governmental fund.

Fund Classifications. One of the three categories (governmental, proprietary, and fiduciary) used to classify fund types.

General Fund. The general fund is one of five governmental fund types and typically services as the chief operating fund of a government. The general fund is used to account for all financial resources except those required to be accounted for in another fund. (NCGA Statement 1)

Generally Accepted Accounting Principles (GAAP). The conventions, rules, and procedures that serve as the norm for the fair presentation of financial statements. The various sources of

GAAP for state and local government are set forth by SAS No. 60, the *Meaning of "Present Fairly in Conformity with Generally Accepted Accounting Principles" in the Independent Auditor's Report.*

Governmental Funds. Funds generally used to account for tax-supported activities. There are five different types of governmental funds: the general fund, special revenue funds, debt service funds, capital projects funds, and permanent fund.

Internal Financial Reporting. Financial reporting specifically designed to meet the needs of management.

Internal Service Funds. Proprietary fund type that may be used to report any activity that provides goods or services to other funds, departments, or agencies of the City and its component units, or to other governments, on a cost-reimbursement basis. (SGAS 34)

Legal Level of Budgetary Control. The level at which a government's management may not reallocate resources without special approval from the City Council.

Original Budget. The first complete appropriated budget. The original budget may be adjusted by reserves, transfers, allocations, supplemental appropriations, and other legally authorized Council changes before the beginning of the fiscal year. The original budget should also include actual appropriation amounts automatically carried over from prior years by law. (SGAS 34)

Proprietary Funds. Funds that focus on the determination of operating income, changes in net assets, financial position, and cash flows. There are two different types of proprietary funds: enterprise funds and internal service funds.

Reserved (Restricted) Fund Balance. The portion of a governmental fund's net assets that is not available for appropriation.

Restricted Assets/Funds. Assets whose use is subject to constraints that are either a) externally imposed by creditors (such as through debt covenants), grantors, contributors, or laws or regulations of the other governments or (b) imposed by law through constitutional provisions or enabling legislation. (SGAS 34)

Rollover Funds. Funds that were adopted in a previous year budget (spending plan) into the current fiscal period for spending. This is a result of not completing a project in the year it was budgeted.

Special Assessment. A compulsory levy made against certain properties to defray all or part of the cost of a specific capital improvement or service deemed to benefit primarily those properties.

Special Revenue Fund. A governmental fund type used to account for the proceeds of specific revenue sources (other than for major capital projects) that are legally restricted to expenditure for specified purposes. (NCGA Statement 1)

Supplemental Appropriation. The method/process in which the City Council authorizes additional spending in a fiscal year, not included in the original budget.

Undesignated Unreserved Fund Balance. Available expendable financial resources in a government fund that are not the object of tentative management plans.

Commonly Used Acronyms

- CAFR-Comprehensive Annual Financial Report
- CDBG-Community Development Block Grant
- CMAS-California Multiple Award Schedule
- COPS-Community Oriented Policing Services
- CSMFO-California Society of Municipal Finance Officers
- ERAF-Educational Revenue Augmentation Fund
- GAAFR-Governmental, Accounting, Auditing, and Financial Reporting
- GAAP-Generally accepted account principles
- GASB-Government Account Standards Board
- GFOA-Government Finance Officers Association
- HOME-Home Investment Partnership Program
- MFOA-Municipal Finance Officers Association
- MPO- Metropolitan Planning Organization
- NCGA-National Council on Governmental Accounting
- PARS-Public Agency Retirement Services
- PERS-Public Employee Retirement System
- PF&CC-Plant, Facility, and Capacity Charge
- RAWC-Redding Area Water Council
- SRTA-Shasta Regional Transportation Agency
- SCORE-Small Cities Organized Risk Effort
- SGAS-Statement on Government Accounting Standards
- SLESF-Supplemental Law Enforcement Services Funds
- TDA-Transit Development Act
- VLF-Vehicle License Fee
- USBR-United States Bureau of Reclamation
- WAPA-Western Area Power Administration

CITY OF SHASTA LAKE
2020-21 Salary & Benefit Budget
By Fund/Department

Rates:

IBEW
 Teamsters
 Management
 Non-permanent

CLASS	(A) MOU HOURLY	(B) MONTHLY (C / 12)	(C) 5010:5040 ANNUAL	(G) 5050 OVERTIME/ TEMP./ACCR/ CASHOUT	(H) 5150 15.445% PERS UAL: 660,661	(I) 5210 MEDICARE (F * 1.45%)	(J) 5230 12.5551% WKRS COMP	(K) 5220 SUI (7,000 * 6.2%)	(L) 5140 LIFE & DISABILITY	(M) 5110, 5120, 5130 1,702 MEDICAL	(N) TOTAL BENEFITS (SUM H...M)	(O) TOTAL SAL. & BEN. (C+G+N)
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WATER; 01-03													
Overtime				20,000		290					290	20,290	
Public Works Superintendent-Water	M	55.11	9,552	114,629	2,204	17,704	1,694	11,326	434	1,739	20,419	53,316	170,149
Senior Water Treatment Plant Operator	T	38.95	6,751	81,016	1,558	12,513	1,197	8,005	434	1,275	20,419	43,843	126,417
Water Treatment Plant Operator II	T	33.78	5,855	70,262	1,351	10,852	1,038	6,942	434	1,104	20,419	40,789	112,402
Water Treatment Plant Operator I (new)	T	29.76	5,158	61,901	1,190	9,561	915	6,116	434	1,104	20,419	38,549	101,640
Position Upgrade/Standby Pay			833	10,000	-		765	976		-	-	1,741	11,741
Annual Unfunded PERS						46,327						46,327	46,327
WATER TOTAL:		157.60	28,149	337,808	26,303	96,957	5,899	33,365	1,736	5,222	81,676	224,855	588,966
ELECTRIC; 02-02													
Overtime				25,000		363						363	25,363
Electric Utilities Director	M	95.49	16,552	198,619	3,820	30,677	2,935	19,624	434	1,928	20,419	76,017	278,456
Electric Operations Manager	M	77.37	13,411	160,930	3,095	24,856	2,378	15,901	434	1,928	20,419	65,916	229,941
Assistant Electric Director	M	77.37	13,411	160,930	3,095	24,856	2,378	15,901	434	1,928	20,419	65,916	229,941
Electric Leadworker	I	64.05	11,102	133,224	2,562	20,576	1,969	13,163	434	1,850	20,419	58,411	194,197
Electric Lineman	I	59.58	10,327	123,926	2,383	19,140	1,831	12,244	434	1,796	20,419	55,864	182,173
Electric Lineman	I	59.58	10,327	123,926	2,383	19,140	1,831	12,244	434	1,796	20,419	55,864	182,173
Electric Lineman	I	59.58	10,327	123,926	2,383	19,140	1,831	12,244	434	1,796	20,419	55,864	182,173
Electric Troublemens	I	62.36	10,809	129,709	2,494	20,034	1,917	12,816	434	1,830	20,419	57,450	189,653
Line Staking Technician	I	47.67	8,263	99,154	1,907	15,314	1,465	9,797	434	1,500	20,419	48,929	149,990
Position Upgrade/Standby Pay				20,000		3,089	290	1,617				4,996	24,996
Annual Unfunded PERS						191,759						191,759	191,759
ELECTRIC TOTAL:		662.63	114,856	1,398,270	51,505	407,721	21,019	137,795	4,340	18,148	204,190	793,213	2,242,988
WASTEWATER; 03-02													
Overtime				40,000		580		559				1,139	41,139
Public Works Superintendent-Wastewater	M	55.11	9,552	114,629	2,204	17,704	1,694	11,326	434	1,739	20,419	53,316	170,149
Senior WW Treatment Operator	T	38.95	6,751	81,016	1,558	12,513	1,197	8,005	434	1,275	20,419	43,843	126,417
Wastewater Treatment Operator II	T	33.78	5,855	70,262	1,351	10,852	1,038	6,942	434	1,104	20,419	40,789	112,402
Wastewater Treatment Operator II	T	33.78	5,855	70,262	1,351	10,852	1,038	6,942	434	-	20,419	39,685	111,298
Wastewater Operator In Training - Vacant	T	-	-	-	-	-	-	-	-	-	-	-	-
Position Upgrade/Standby Pay			833	10,000		1,545	145	976				2,665	12,665
Annual Unfunded PERS						47,474						47,474	47,474
WASTEWATER TOTAL:		161.62	28,846	346,169	46,464	100,940	5,692	34,750	1,736	4,118	81,676	228,911	621,544
CITY COUNCIL; 05-01													
COUNCILMEMBER		300	300	3,600	-	-	551	22	223	-	10,962	11,759	15,359
COUNCILMEMBER		300	300	3,600	-	-	551	22	223	-	-	796	4,396
COUNCILMEMBER		300	300	3,600	-	-	551	22	223	-	-	796	4,396
COUNCILMEMBER		300	300	3,600	-	-	551	22	223	-	-	796	4,396
COUNCILMEMBER		300	300	3,600	-	-	551	22	223	-	-	796	4,396
CITY COUNCIL TOTAL:		1,500	1,500	18,000	-	-	2,754	111	1,116	-	10,962	14,943	32,943

Rates:

IBEW
Teamsters
Management
Non-permanent

		(A)	(B)	(C)	(G)	(H)	(I)	(J)	(K)	(L)	(M)	(N)	(O)
		MOU		5010:5040	5050	5150	5210	5230	5220	5140	5110, 5120, 5130	(N)	(O)
					OVERTIME/ TEMP./ACCR/ CASHOUT	15.445% PERS UAL: 660,661	MEDICARE (F * 1.45%)	12.5551% WKRS COMP	SUI (7,000 * 6.2%)	LIFE & DISABILITY	1,702 MEDICAL	TOTAL BENEFITS (SUM H...M)	TOTAL SAL. & BEN. (C+G+N)
CLASS	HOURLY	MONTHLY (C / 12)	ANNUAL										
CITY MANAGER; 05-02													
City Manager	M	81.24	14,082	168,979	3,250	26,099	2,497	16,696	434	1,928	20,419	68,073	240,302
City Clerk	M	45.05	7,809	93,704	1,802	14,473	1,385	9,258	434	1,453	20,419	47,422	142,928
Assistant City Manager (50%)	M	64.28	5,571	66,851	2,571	10,325	1,007	6,689	217	869	10,210	29,317	98,739
Executive Assistant	M	26.48	4,590	55,078	1,059	8,507	814	5,442	434	818	20,419	36,434	92,571
Annual Unfunded PERS						52,746	-	-			-	52,746	52,746
CITY MANAGER TOTAL:		217.05	32,052	384,612	8,682	112,150	5,703	38,085	1,519	5,068	71,467	233,992	627,286
FINANCE & CUSTOMER SERVICE; 05-03													
Finance Director	M	63.76	11,052	132,621	2,550	20,483	1,960	13,103	434	1,713	20,419	58,112	193,283
Finance & Admin. Services Manager	M	45.05	7,809	93,704	1,802	14,473	1,385	9,258	434	1,379	20,419	47,348	142,854
Accounting Technician	M	30.33	5,257	63,086	1,213	9,744	932	6,233	434	983	20,419	38,745	103,044
Accounting Technician	M	30.33	5,257	63,086	1,213	9,744	932	6,233	434	983	20,419	38,745	103,044
Utilities Accounting Technician	M	30.33	5,257	63,086	1,213	9,744	932	6,233	434	983	20,419	38,745	103,044
Account Clerk II	T	25.76	4,465	53,581	1,030	8,276	792	5,294	434	842	20,419	36,057	90,668
Meter Reader/Service and Warehouse Worker	T	29.37	5,091	61,090	1,175	9,435	903	6,036	434	961	20,419	38,188	100,453
Account Clerk	N	20.60	1,785	21,424	824	3,309	323	2,144	217	-	10,210	16,203	38,451
On-Call Meter Reader/Part-time Assistance		-	833	10,000	-	-	145	62	-	-	-	207	10,207
Annual Unfunded PERS						74,091						74,091	74,091
FINANCE & CUSTOMER SERVICE TOTAL:		275.53	46,806	561,678	11,020	159,299	8,304	54,596	3,255	7,844	153,143	386,441	959,139
DEVELOPMENT SERVICES; 05-05													
Assistant City Manager (50%)	M	64.28	5,571	66,851	2,571	10,325	1,007	6,689	217	869	10,210	29,317	98,739
Associate / Senior Planner	M	39.50	6,847	82,160	1,580	12,690	1,214	8,118	434	1,212	20,419	44,087	127,827
Development Services Technician III	T	26.94	4,670	56,035	1,078	8,655	828	5,536	434	806	20,419	36,678	93,791
Building Official	M	44.50	7,713	92,560	1,780	14,296	1,368	9,145	434	1,434	20,419	47,096	141,436
Development Services Technician II	T	22.46	3,893	46,717	898	7,215	690	4,616	434	-	20,419	33,374	80,989
Code Enforcement	T	26.23	4,547	54,558	1,049	8,426	806	5,391	434	859	20,419		55,607
Retired Annuitant - 960 Hours	N	64.04	5,123	61,478	2,562	9,495	929	6,164	217	-	10,210		64,040
Retired Annuitant - 960 Hours	N	21.22	1,698	20,371	849	3,146	308	2,042	217	-	10,210		21,220
Annual Unfunded PERS						54,703						54,703	54,703
DEVELOPMENT SERV. TOTAL:		309.17	40,062	480,730	12,367	128,951	7,150	47,701	2,821	5,180	132,725	245,255	738,352
ANIMAL CONTROL; 05-10													
Animal Control Officer-Supervisor	M	34.70	6,015	72,176	1,388	11,148	1,067	7,131	434	1,121	20,419	41,320	114,884
Animal Control Officer	T	23.60	4,091	49,088	944	7,582	725	4,850	434	-	20,419	34,010	84,042
Animal Control Officer - part-time	N	23.48	2,035	24,419	939	3,772	368	2,443	217	-	10,210	17,010	42,368
Annual Unfunded PERS						16,630						16,630	16,630
ANIMAL CONTROL TOTAL:		81.78	12,141	145,683	3,271	39,132	2,160	14,424	1,085	1,121	51,048	108,970	257,924
PARKS; 05-11													
Parks Maintenance Worker	T	22.25	3,857	46,280	890	7,148	684	4,573	434	-	20,419	33,258	80,428
Parks Maintenance Worker	T	22.25	3,857	46,280	890	7,148	684	4,573	434	-	20,419	33,258	80,428
Annual Unfunded PERS						12,694						12,694	12,694
PARKS TOTAL:		44.50	7,714	92,560	1,780	26,990	1,368	9,146	868	-	40,838	79,210	173,550

Rates:

IBEW
Teamsters
Management
Non-permanent

		(A)	(B)	(C)	(G)	(H)	(I)	(J)	(K)	(L)	(M)	(N)	(O)
		MOU		5010:5040	5050	5150	5210	5230	5220	5140	5110, 5120, 5130		
	CLASS	HOURLY	MONTHLY (C / 12)	ANNUAL	OVERTIME/ TEMP./ACCR/ CASHOUT	15.445% PERS UAL: 660,661	MEDICARE (F * 1.45%)	12.5551% WKRS COMP	SUI (7,000 * 6.2%)	LIFE & DISABILITY	1,702 MEDICAL	TOTAL BENEFITS (SUM H...M)	TOTAL SAL. & BEN. (C+G+N)
ENGINEER.; 05-14													
Engineer 25%	M	72.04	3,122	37,461	2,882	5,786	585	3,842	109	482	5,105	15,909	56,252
Assistant City Engineer 25%	M	61.15	2,650	31,798	2,446	4,911	497	3,261	109	450	5,105	14,333	48,577
GIS Program Coordinator 25%	M	41.44	1,796	21,549	1,658	3,328	337	2,210	109	482	5,105	11,571	34,778
Annual Unfunded PERS						12,453						12,453	12,453
ENGINEER TOTAL:		174.63	7,568	90,808	6,986	26,478	1,419	9,313	327	1,414	15,315	54,266	152,060
MOTOR POOL 09-10													
Senior Mechanic	T	35.67	6,183	74,194	1,427	11,459	1,097	7,331	434	1,167	20,419	41,907	117,528
Equipment Mechanic (new FT, was PT)	T	31.47	5,455	65,458	1,259	10,110	967	6,468	434	-	20,419	38,398	105,115
Annual Unfunded PERS						19,152						19,152	19,152
MOTOR POOL TOTAL:		67.14	11,638	139,652	2,686	40,721	2,064	13,799	868	1,167	40,838	99,457	241,795
PUBLIC WORKS; 17-01													
Overtime			-	-	25,000	-	363	-	-	-	-	363	25,363
Public Works Director/Engineer 75%	M	72.04	9,365	112,382	2,882	17,357	1,671	11,151	326	1,446	15,314	47,265	162,529
Assistant City Engineer 75%	M	61.15	7,950	95,394	2,446	14,734	1,419	9,465	326	1,351	15,314	42,609	140,449
Public Works Supervisor	M	46.60	8,077	96,928	1,864	14,971	1,432	9,577	434	1,355	20,419	48,188	146,980
GIS Program Coordinator 75%	M	41.44	5,387	64,646	1,658	9,985	961	6,414	326	1,446	15,314	34,446	100,750
Public Works Leadworker	T	34.70	6,015	72,176	1,388	11,148	1,067	7,131	434	1,135	20,419	41,334	114,898
Public Works Engineer Tech II	T	35.02	6,070	72,842	1,401	11,250	1,077	7,197	434	1,146	20,419	41,523	115,766
Public Works Equipment Operator	T	31.83	5,517	66,206	1,273	10,226	978	6,541	434	1,040	20,419	39,638	107,117
Public Works Equipment Operator	T	31.83	5,517	66,206	1,273	10,226	978	6,541	434	1,040	20,419	39,638	107,117
Public Works Maintenance Worker II	T	28.88	5,006	60,070	1,155	9,278	888	5,935	434	946	20,419	37,900	99,125
Public Works Maintenance Worker II	T	28.88	5,006	60,070	1,155	9,278	888	5,935	434	946	20,419	37,900	99,125
Public Works Maintenance Worker II	T	28.88	5,006	60,070	1,155	9,278	888	5,935	434	946	20,419	37,900	99,125
Public Works Maintenance Worker II	T	28.88	5,006	60,070	1,155	9,278	888	5,935	434	946	20,419	37,900	99,125
Annual Unfunded PERS						132,633						132,633	132,633
Position Upgrade/Standby				20,000		3,089	290	1,951				5,330	25,330
*PUBLIC WORKS TOTAL:		499.01	78,928	967,130	44,960	282,009	14,676	95,643	5,318	14,584	250,132	662,362	1,674,452
GENERAL FUND TOTALS		2,602.66	147,843	1,774,071	44,106	493,000	28,858	173,375	10,991	20,627	475,498	1,123,077	2,941,254
COMBINED TOTALS		4,150.66	410,261	4,963,100	216,024	1,421,348	78,207	488,727	24,989	63,866	1,134,010	3,131,874	8,310,998

CITY OF SHASTA LAKE
2021-22 Salary & Benefit Budget
By Fund/Department

Rates:

IBEW
 Teamsters
 Management
 Non-permanent

CLASS	(A) HOURLY	(B) MONTHLY (C / 12)	(C) ANNUAL	(G) OVERTIME/ TEMP./ACCR/ CASHOUT	(H) 5150 15.445% PERS UAL: 662,593	(I) 5210 MEDICARE (F * 1.45%)	(J) 5230 12.5551% WKRS COMP	(K) 5220 SUI (7,000 * 6.2%)	(L) 5140 LIFE & DISABILITY	(M) 5110, 5120, 5130 1,872 MEDICAL	(N) TOTAL BENEFITS (SUM H...M)	(O) TOTAL SAL. & BEN. (C+G+N)
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WATER; 01-03													
Overtime				20,000		290					290	20,290	
Public Works Superintendent-Water	M	56.76	9,838	118,061	2,270	18,235	1,745	11,665	434	1,739	22,461	56,279	176,610
Senior Water Treatment Plant Operator	T	40.12	6,954	83,450	1,605	12,889	1,233	8,245	434	1,275	22,461	46,537	131,592
Water Treatment Plant Operator II	T	34.79	6,030	72,363	1,392	11,176	1,069	7,150	434	1,104	22,461	43,394	117,149
Water Treatment Plant Operator I (new)	T	30.65	5,313	63,752	1,226	9,846	942	6,299	434	1,104	22,461	41,086	106,064
Position Upgrade/Standby Pay			833	10,000	-		765	976		-	-	1,741	11,741
Annual Unfunded PERS						44,952						44,952	44,952
WATER TOTAL:		162.32	28,968	347,626	26,493	97,098	6,044	34,335	1,736	5,222	89,844	234,279	608,398
ELECTRIC; 02-02													
Overtime				25,000		363						363	25,363
Electric Utilities Director	M	98.35	17,047	204,568	3,934	31,596	3,023	20,212	434	1,928	22,461	79,654	288,156
Electric Operations Manager	M	79.69	13,813	165,755	3,188	25,601	2,450	16,377	434	1,928	22,461	69,251	238,194
Assistant Electric Director	M	79.69	13,813	165,755	3,188	25,601	2,450	16,377	434	1,928	22,461	69,251	238,194
Electric Leadworker	I	67.89	11,768	141,211	2,716	21,810	2,087	13,952	434	1,850	22,461	62,594	206,521
Electric Lineman	I	63.15	10,946	131,352	2,526	20,287	1,941	12,978	434	1,796	22,461	59,897	193,775
Electric Lineman	I	63.15	10,946	131,352	2,526	20,287	1,941	12,978	434	1,796	22,461	59,897	193,775
Electric Lineman	I	63.15	10,946	131,352	2,526	20,287	1,941	12,978	434	1,796	22,461	59,897	193,775
Electric Lineman	I	63.15	10,946	131,352	2,526	20,287	1,941	12,978	434	1,796	22,461	59,897	193,775
Electric Troublemens	I	66.10	11,457	137,488	2,644	21,235	2,032	13,584	434	1,830	22,461	61,576	201,708
Line Staking Technician	I	50.53	8,759	105,102	2,021	16,233	1,553	10,384	434	1,500	22,461	52,565	159,688
Position Upgrade/Standby Pay				20,000		3,089	290	1,617				4,996	24,996
Annual Unfunded PERS						189,478						189,478	189,478
ELECTRIC TOTAL:		694.85	120,441	1,465,287	52,795	415,791	22,012	144,415	4,340	18,148	224,610	829,316	2,347,398
WASTEWATER; 03-02													
Overtime				40,000		580		559				1,139	41,139
Public Works Superintendent-Wastewater	M	56.76	9,838	118,061	2,270	18,235	1,745	11,665	434	1,739	22,461	56,279	176,610
Senior WW Treatment Operator	T	40.12	6,954	83,450	1,605	12,889	1,233	8,245	434	1,275	22,461	46,537	131,592
Wastewater Treatment Operator II	T	34.79	6,030	72,363	1,392	11,176	1,069	7,150	434	1,104	22,461	43,394	117,149
Wastewater Treatment Operator II	T	34.79	6,030	72,363	1,392	11,176	1,069	7,150	434	-	22,461	42,290	116,045
Wastewater Operator In Training - Vacant	T	-	-	-	-	-	-	-	-	-	-	-	-
Position Upgrade/Standby Pay			833	10,000		1,545	145	976				2,665	12,665
Annual Unfunded PERS						46,065						46,065	46,065
WASTEWATER TOTAL:		166.46	29,685	356,237	46,659	101,086	5,841	35,745	1,736	4,118	89,844	238,369	641,265
CITY COUNCIL; 05-01													
COUNCILMEMBER		300	300	3,600	-		551	22	223	-	12,059	12,855	16,455
COUNCILMEMBER		300	300	3,600	-		551	22	223	-		796	4,396
COUNCILMEMBER		300	300	3,600	-		551	22	223	-		796	4,396
COUNCILMEMBER		300	300	3,600	-		551	22	223	-		796	4,396
COUNCILMEMBER		300	300	3,600	-		551	22	223	-		796	4,396
CITY COUNCIL TOTAL:		1,500	1,500	18,000	-	-	2,754	111	1,116	-	12,059	16,039	34,039

Rates:

IBEW
Teamsters
Management
Non-permanent

		(A)	(B)	(C)	(G)	(H)	(I)	(J)	(K)	(L)	(M)	(N)	(O)
		MOU		5010:5040	5050	5150	5210	5230	5220	5140	5110, 5120, 5130		
					OVERTIME/ TEMP./ACCR/ CASHOUT	15.445% PERS UAL: 662,593	MEDICARE (F * 1.45%)	12.5551% WKRS COMP	SUI (7,000 * 6.2%)	LIFE & DISABILITY	1,872 MEDICAL	TOTAL BENEFITS (SUM H...M)	TOTAL SAL. & BEN. (C+G+N)
CLASS	HOURLY	MONTHLY (C / 12)	ANNUAL										
CITY MANAGER; 05-02													
City Manager	M	83.68	14,505	174,054	3,347	26,883	2,572	17,197	434	1,928	22,461	71,475	248,876
City Clerk	M	46.40	8,043	96,512	1,856	14,906	1,426	9,536	434	1,453	22,461	50,216	148,584
Assistant City Manager (50%)	M	66.21	5,738	68,858	2,648	10,635	1,037	6,890	217	869	11,230	30,878	102,384
Executive Assistant	M	27.27	4,727	56,722	1,091	8,761	838	5,604	434	818	22,461	38,916	96,729
Annual Unfunded PERS						51,226	-	-			-	51,226	51,226
CITY MANAGER TOTAL:		223.56	33,013	396,146	8,942	112,411	5,873	39,227	1,519	5,068	78,613	242,711	647,799
FINANCE & CUSTOMER SERVICE; 05-03													
Finance Director	M	65.67	11,383	136,594	2,627	21,097	2,019	13,496	434	1,713	22,461	61,220	200,441
Finance & Admin. Services Manager	M	46.40	8,043	96,512	1,856	14,906	1,426	9,536	434	1,379	22,461	50,142	148,510
Accounting Technician	M	31.24	5,415	64,979	1,250	10,036	960	6,420	434	983	22,461	41,294	107,523
Accounting Technician	M	31.24	5,415	64,979	1,250	10,036	960	6,420	434	983	22,461	41,294	107,523
Utilities Accounting Technician	M	31.24	5,415	64,979	1,250	10,036	960	6,420	434	983	22,461	41,294	107,523
Account Clerk II	T	26.53	4,599	55,182	1,061	8,523	816	5,452	434	842	22,461	38,528	94,771
Meter Reader/Service and Warehouse Worker	T	30.25	5,243	62,920	1,210	9,718	930	6,217	434	961	22,461	40,721	104,851
Account Clerk	N	21.22	1,839	22,069	849	3,409	332	2,208	217	-	11,230	17,396	40,314
On-Call Meter Reader/Part-time Assistance		-	833	10,000	-	-	145	62	-	-	-	207	10,207
Annual Unfunded PERS						74,769						74,769	74,769
FINANCE & CUSTOMER SERVICE TOTAL:		283.79	48,185	578,214	11,353	162,530	8,548	56,231	3,255	7,844	168,457	406,865	996,432
DEVELOPMENT SERVICES; 05-05													
Assistant City Manager (50%)	M	66.21	5,738	68,858	2,648	10,635	1,037	6,890	217	869	11,230	30,878	102,384
Associate / Senior Planner	M	40.69	7,053	84,635	1,628	13,072	1,251	8,362	434	1,212	22,461	46,792	133,055
Development Services Technician III	T	27.75	4,810	57,720	1,110	8,915	853	5,703	434	806	22,461	39,172	98,002
Building Official	M	45.84	7,946	95,347	1,834	14,726	1,409	9,421	434	1,434	22,461	49,885	147,066
Development Services Technician II	T	23.13	4,009	48,110	925	7,431	711	4,753	434	-	22,461	35,790	84,825
Code Enforcement	T	27.02	4,684	56,202	1,081	8,680	831	5,553	434	859	22,461		57,283
Retired Annuitant - 960 Hours	N	65.96	5,717	68,598	2,638	10,595	1,033	6,864	217	-	11,230		71,236
Retired Annuitant - 960 Hours	N	21.86	1,895	22,734	874	3,511	342	2,275	217	-	11,230		23,608
Annual Unfunded PERS						64,941						64,941	64,941
DEVELOPMENT SERV. TOTAL:		318.46	41,852	502,204	12,738	142,506	7,467	49,821	2,821	5,180	145,995	267,458	782,400
ANIMAL CONTROL; 05-10													
Animal Control Officer-Supervisor	M	35.74	6,195	74,339	1,430	11,482	1,099	7,345	434	1,121	22,461	43,942	119,711
Animal Control Officer	T	24.31	4,214	50,565	972	7,810	747	4,996	434	-	22,461	36,448	87,985
Animal Control Officer - part-time	N	24.18	2,096	25,147	967	3,884	379	2,516	217	-	11,230	18,226	44,340
Annual Unfunded PERS						19,403						19,403	19,403
ANIMAL CONTROL TOTAL:		84.23	12,505	150,051	3,369	42,579	2,225	14,857	1,085	1,121	56,152	118,019	271,439
PARKS; 05-11													
Parks Maintenance Worker	T	22.92	3,973	47,674	917	7,363	705	4,710	434	-	22,461	35,673	84,264
Parks Maintenance Worker	T	22.92	3,973	47,674	917	7,363	705	4,710	434	-	22,461	35,673	84,264
Annual Unfunded PERS						12,330						12,330	12,330
PARKS TOTAL:		45.84	7,946	95,348	1,834	27,056	1,410	9,420	868	-	44,922	83,676	180,858

Rates:

IBEW
 Teamsters
 Management
 Non-permanent

		(A)	(B)	(C)	(G)	(H)	(I)	(J)	(K)	(L)	(M)	(N)	(O)
		MOU		5010:5040	5050	5150	5210	5230	5220	5140	5110, 5120, 5130		
	CLASS	HOURLY	MONTHLY (C / 12)	ANNUAL	OVERTIME/ TEMP./ACCR/ CASHOUT	15.445% PERS UAL: 662,593	MEDICARE (F * 1.45%)	12.5551% WKRS COMP	SUI (7,000 * 6.2%)	LIFE & DISABILITY	1,872 MEDICAL	TOTAL BENEFITS (SUM H...M)	TOTAL SAL. & BEN. (C+G+N)
ENGINEER.; 05-14													
Engineer 25%	M	74.20	3,215	38,584	2,968	5,959	603	3,957	109	482	5,615	16,725	58,277
Assistant City Engineer 25%	M	62.98	2,729	32,750	2,519	5,058	511	3,359	109	450	5,615	15,102	50,371
GIS Program Coordinator 25%	M	42.68	1,850	22,194	1,707	3,428	347	2,276	109	482	5,615	12,257	36,158
Annual Unfunded PERS						12,094						12,094	12,094
ENGINEER TOTAL:		179.86	7,794	93,528	7,194	26,539	1,461	9,592	327	1,414	16,845	56,178	156,900
MOTOR POOL 09-10													
Senior Mechanic	T	36.74	6,368	76,419	1,470	11,803	1,129	7,551	434	1,167	22,461	44,545	122,434
Equipment Mechanic (new FT, was PT)	T	32.41	5,618	67,413	1,296	10,412	996	6,661	434	-	22,461	40,964	109,673
Annual Unfunded PERS						18,599						18,599	18,599
MOTOR POOL TOTAL:		69.15	11,986	143,832	2,766	40,814	2,125	14,212	868	1,167	44,922	104,108	250,706
PUBLIC WORKS; 17-01													
Overtime			-	-	25,000	-	363	-	-	-	-	363	25,363
Public Works Director/Engineer 75%	M	74.20	9,646	115,752	2,968	17,878	1,721	11,485	326	1,446	16,846	49,702	168,422
Assistant City Engineer 75%	M	62.98	8,187	98,249	2,519	15,175	1,461	9,748	326	1,351	16,846	44,907	145,675
Public Works Supervisor	M	48.00	8,320	99,840	1,920	15,420	1,476	9,865	434	1,355	22,461	51,011	152,771
GIS Program Coordinator 75%	M	42.68	5,548	66,581	1,707	10,283	990	6,606	326	1,446	16,846	36,497	104,785
Public Works Leadworker	T	35.74	6,195	74,339	1,430	11,482	1,099	7,345	434	1,135	22,461	43,956	119,725
Public Works Engineer Tech II	T	36.07	6,252	75,026	1,443	11,588	1,109	7,413	434	1,146	22,461	44,151	120,620
Public Works Equipment Operator	T	32.78	5,682	68,182	1,311	10,531	1,008	6,737	434	1,040	22,461	42,211	111,704
Public Works Equipment Operator	T	32.78	5,682	68,182	1,311	10,531	1,008	6,737	434	1,040	22,461	42,211	111,704
Public Works Maintenance Worker II	T	29.75	5,157	61,880	1,190	9,557	915	6,114	434	946	22,461	40,427	103,497
Public Works Maintenance Worker II	T	29.75	5,157	61,880	1,190	9,557	915	6,114	434	946	22,461	40,427	103,497
Public Works Maintenance Worker II	T	29.75	5,157	61,880	1,190	9,557	915	6,114	434	946	22,461	40,427	103,497
Public Works Maintenance Worker II	T	29.75	5,157	61,880	1,190	9,557	915	6,114	434	946	22,461	40,427	103,497
Annual Unfunded PERS						128,736						128,736	128,736
Position Upgrade/Standby				20,000		3,089	290	1,951			-	5,330	25,330
*PUBLIC WORKS TOTAL:		513.98	81,297	995,551	45,559	282,498	15,100	98,457	5,318	14,584	275,148	691,105	1,732,215
GENERAL FUND TOTALS		2,635.74	152,795	1,833,491	45,430	513,621	29,738	179,258	10,991	20,627	523,043	1,190,946	3,069,867
COMBINED TOTALS		4,242.50	425,173	5,142,024	219,702	1,450,908	80,859	506,422	24,989	63,866	1,247,411	3,288,122	8,649,848