

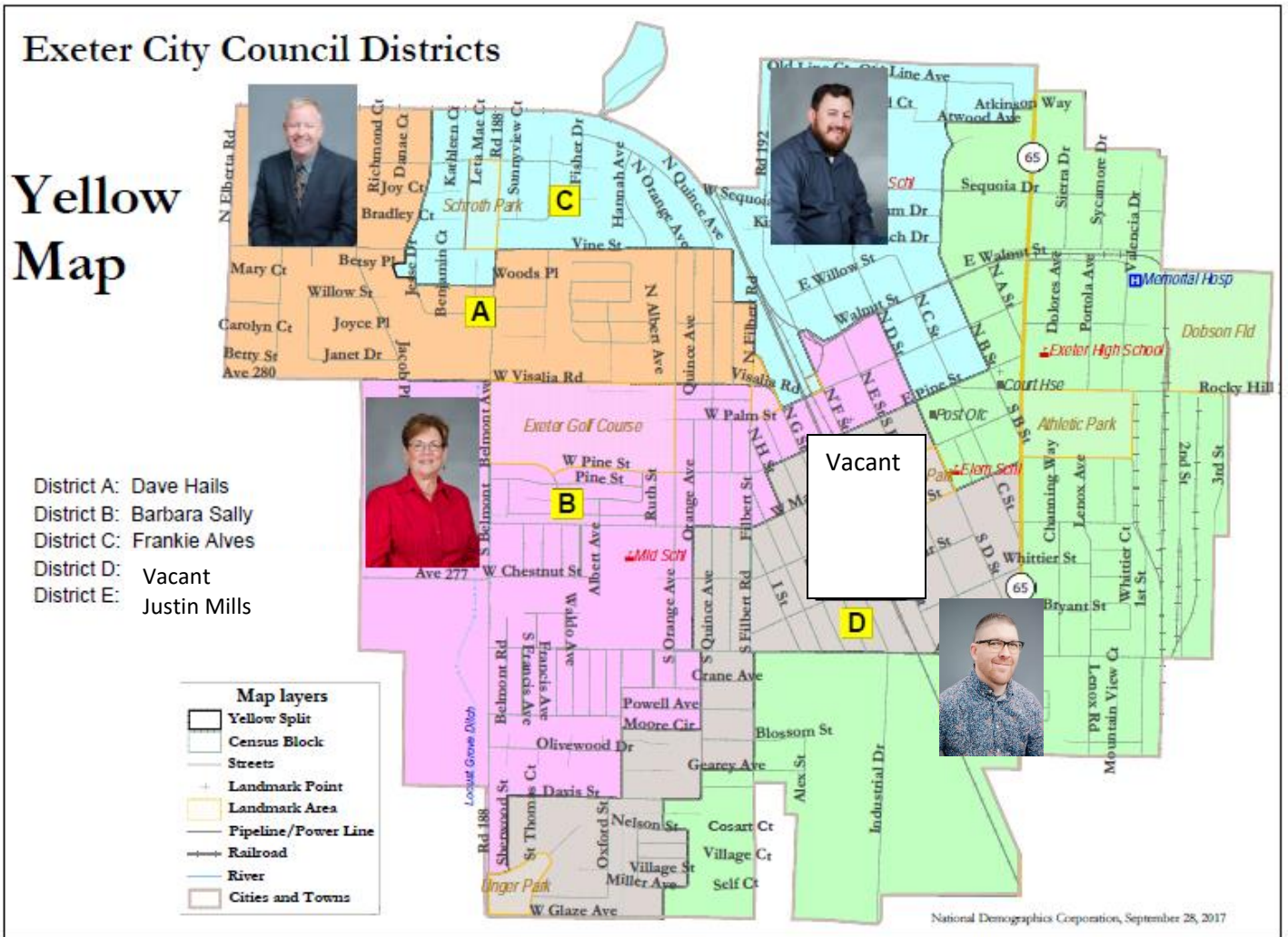


Budget Amendment

FY 2021-22

(attachment to original budget document)

Exeter, California



Exeter City Council

April 19, 2021

City Council: Mayor Barbara Sally
 Mayor Pro Tem Frankie Alves
 Vacant
 Dave Hails
 Justin Mills

City Administrator – Adam Ennis
 Finance Director/Treasurer – Vacant
 Chief of Police – John Hall

City Clerk/Human Resources Manager – Shonna Oneal
 Director of Public Works - Daymon Qualls

City Organizational Chart

April 19, 2021

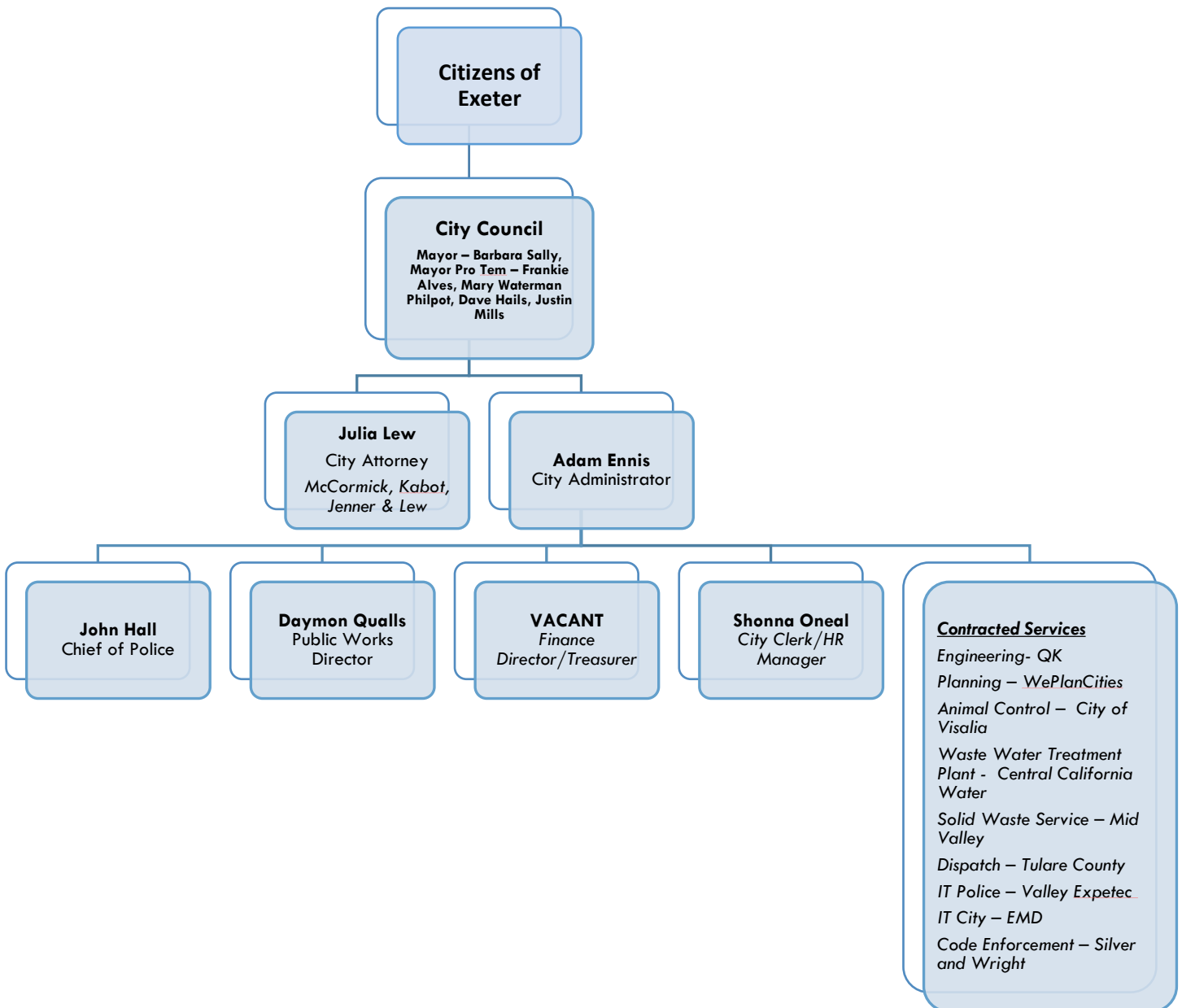


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 Police

 Streets

 Recreation

 Parks

 Measure P

 Water (no change from original)

 Sewer (no change from original)

 Sanitation (no change from original)

 Road Funds (no change from original)

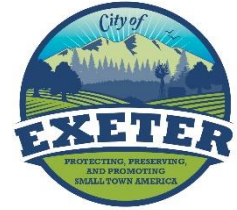
 Housing Funds (no change from original)

 Other Special Revenue Funds (no change from original)

Supplemental Information

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May 11, 2021

Mayor and City Council:

The budget sheets attached herein are intended to update and replace their counterpart sheets/sections, or for new components such as the Measure P Fund add to the 2021-2022 budget as adopted by City Council on June 23, 2020. The amended sheets attached are for only the fiscal year 2021-2022. All other aspects of the original budget document for fiscal years 2020-2021 and 2021-2022 remain as originally adopted or otherwise amended by City Council in separate action.

Sincerely,

Adam Ennis
City Administrator

Summary of Transfers

Summary of Transfers						
All Amounts in Thousands						
<u>FY 2021/2022</u>						
Gas Tax		138		General Fund		564
Transportation		200				
Measure P		226				
		564				
To fund qualified street expenditures in the General Fund. General Fund net expenditure for roads must be at least \$100,000.						
Measure P funds a Police Officer, Sergeant (reclass) and Lieutenant (reclass) and other Expenditure Plan approved operational needs.						

Fund Summaries

2021/2022 Estimated Fund Summaries

Summary	General Fund	Capital Fund	Special Revenue Funds			Enterprises			Internal	Total
		Measure P	Roads	Housing	Other Special Revenues	Water	Sewer	Sanitation	Insurance	Budget
Amounts in Thousands										
7/1/2021										
Balance	1,386	16	2,294	352	1,277	767	76	(45)	131	6,255
Revenues	4,437	851	2,900	111	187	2,385	1,681	1,225	120	13,897
Charges to other funds									1,085	1,085
Transfers In	564									564
Resources	5,001	851	2,900	111	187	2,385	1,681	1,225	1,205	15,546
Expenditures										
- Operations	(4,816)		(111)	(272)	(96)	(1,767)	(1,170)	(1,211)	(1,204)	(10,646)
- Capital	(45)	(456)	(3,834)	-	(120)	(1,150)	(369)	-	-	(5,974)
Transfers Out		(226)	(338)			-	-	-		(564)
Uses	(4,861)	(682)	(4,283)	(272)	(216)	(2,917)	(1,539)	(1,211)	(1,204)	(17,184)
Revenues Over/(Under)	140	169	(1,383)	(161)	(29)	(532)	142	14	1	(1,638)
6/30/2022										
Balance	1,527	185	911	191	1,249	235	218	(31)	133	4,617

General Fund Income Statement and Revenues

General Fund Summary			
All Amounts in Thousands			
FY 2021/2022			
		Original	Amended
		FY 2021-22	FY 2021-22
General Fund Revenues		4,204	4,437
- Transfer In		319	564
Total Resources		4,523	5,001
Expenditures			
Operations			
- Council		2	5
- Administrator		94	95
- Finance		81	85
- General Government		749	895
- Police		2,855	2,972
- Streets		419	438
- Recreation		155	145
- Parks		168	180
Capital		-	45
		-	-
		4,523	4,861
Reserves		-	140
Revenues Over/(under)			
Expenditures		-	0

Revenue Summary – General Fund (2021-2022 amended)

City of Exeter General Fund		FY 18/19	Audited FY 19/20	Adj	Amended FY 20/21	Amended FY 21/22
104.300.001.000	CURRENT TAXES-SECURED	803,853	825,013	0.1%	843,791	844,200
104.300.002.000	CURRENT TAXES-UNSECURED	47,307	49,337	0.0%	49,038	49,000
104.300.002.005	ABX1 26 RESIDUAL	-	-	2.0%	-	-
104.300.003.000	PRIOR YEARS TAXES-SECURED	14,959	14,954	2.0%	15,300	15,600
104.300.004.000	PRIOR YEAR TAXES-UNSECURED	714	830	2.0%	800	800
104.300.006.000	PROPERTY TAX INTEREST	3,625	3,330	0.0%	3,000	3,000
104.300.007.000	PROPERTY TRANSFER 1430	20,749	24,924	0.0%	21,000	21,000
104.300.008.000	SUPPLEMENTAL PROPERTY TAXES	14,921	16,287	0.0%	16,300	16,300
104.300.009.000	OTHER SERVICES LANDS & LIGHT	-	-	0.0%	-	-
104.300.009.001	FIRE TAX	219,611	258,894	0.0%	225,394	225,394
104.300.010.000	CRIME PREVENTION	7	25	2.0%	-	-
104.300.011.000	PROP 172	88,791	88,663	2.2%	92,000	100,500
104.300.013.000	TRAFFIC SAFETY	-	-	2.0%	-	-
104.300.013.003	SLESF AB3229 LOCAL LAW ENFOR	-	-	0.0%	-	-
104.300.014.000	ERAF S&U TAX 1312	-	-	2.0%	-	-
104.301.001.000	SALES AND USE TAX	856,069	867,978	2.2%	744,000	841,000
104.301.002.000	TRANSIENT LODGING TAX	114,550	100,036	0.0%	91,600	108,500
104.301.003.000	FRANCHISE	162,572	181,989	2.0%	185,600	189,300
104.301.004.000	PROPERTY TAX REAL 5380	6,992	6,799	2.0%	6,545	6,700
104.301.005.000	UTILITY TAX	564,546	583,866	0.0%	583,900	583,900
104.301.006.000	CHILD PASSENGER SEAT (3051)	79	99	2.0%	100	100
104.301.007.000	BICYCLE SAFETY (3054)	-	3	2.0%	-	-
104.301.008.000	AIRCRAFT 1450	-	688	2.0%	-	-
104.302.001.000	BUSINESS LICENSE	56,805	50,363	1.0%	50,900	51,400
104.302.002.000	BICYCLE LICENSE	-	-	2.0%	-	-
104.302.003.000	DOG LICENSE	2,335	4,370	2.0%	4,500	4,600
104.303.004.000	OTHER LICENSES & PERMITS	7,492	5,790	2.0%	6,003	6,100
104.304.001.000	VEHICLE CODE FINES	12,684	16,241	2.0%	12,900	13,200
104.304.002.000	OTHER COURT FINES	775	575	2.0%	600	600
104.304.003.000	PARKING FINES	8,755	8,748	2.0%	7,953	8,100
104.304.004.000	TRAFFIC SCHOOL	1	-	2.0%	-	-
104.304.005.000	RED LIGHT VIOLATION (3011)	144	472	2.0%	-	-
104.304.007.000	PUBLIC SAFETY FINES & FEES	24,053	26,233	0.0%	26,200	26,200
104.304.008.000	PROOF OF CORRECTION	170	215	2.0%	200	200
104.304.009.000	TOWING REVENUE	10,426	14,919	2.0%	-	-
104.305.001.000	INVESTMENT EARNINGS	25,610	40,580	2.0%	2,200	2,200
104.305.002.000	RENTS AND CONCESSIONS	35,140	33,295	2.0%	6,700	6,800
104.305.003.000	SALE OF PROPERTY	7,537	17,549	-	-	-
104.305.005.001	TRANSFER IN ALLEY REPAIRS	0	-	2.0%	-	-
104.305.007.000	RECREATION HOUSE RENT	6,000	6,000	0.0%	6,000	-
104.305.010.000	PROCEEDS FROM SALE OF ASSETS	-	-	2.0%	-	-
104.305.076.000	TRANSFER IN	-	-	2.0%	-	-
104.306.002.000	STATE MOTOR VEHICLE IN LIEU	1,008,882	1,050,696	0.0%	1,095,194	1,095,200
104.306.006.000	VEHICLE LICENSE FEE EXCESS	5,361	8,708	2.0%	5,000	5,100
104.306.008.000	CNG FUEL REIMBURSEMENT	-	(634)	2.0%	-	-
104.306.010.000	TULARE COUNTY	-	-	2.0%	-	-
104.306.016.000	STATE MANDATED REIMBURSE	-	-	2.0%	-	2,000
104.306.017.001	FEDERAL GRANT	-	19,190	2.0%	-	-
104.306.017.002	POST REIMB TRAINING	3,110	9,455	0.0%	6,200	6,200
104.306.017.003	OTHER GRANTS	12,441	-	2.0%	-	-
104.306.017.004	COMBAT AUTO THIEF PROGRAM	-	-	2.0%	-	-
104.306.017.005	JAG RECOVERY GRANT	-	-	2.0%	-	-
104.306.017.006	AB109 MITIGATION	-	-	2.0%	-	-
104.306.017.007	COVID RELIEF	-	-	0.0%	136,189	-
104.306.018.001	FIRE EQUIP DONATION	-	-	2.0%	-	-
104.306.019.000	FIRE ENGINE CALL OUT REIMBUR	-	-	2.0%	-	-
104.307.001.000	ZONING AND SUBDIVISION FEE	10,525	7,450	2.0%	8,000	8,200
104.307.002.000	RECREATION FEES	57,632	23,075	0.0%	-	28,500
104.307.004.000	OTHER	48,194	507	2.0%	500	500
104.307.004.001	OTHER - DONATIONS	845	5,363	2.0%	-	-
104.307.004.002	OTHER REBATES/INCENTIVE PROG	206	81	2.0%	-	-
104.307.004.003	OTHER CURB/SIDWALK/GUTTER	99	125	2.0%	-	-
104.307.004.005	OTHER STATE REIMBURSE HWY 65	5,888	5,888	2.0%	5,900	5,900
104.307.004.006	OTHER-ABATEMENT	70,803	4,601	-	30,000	30,000
104.307.005.000	POLICE SERVICES	70,000	70,988	0.0%	70,000	70,000
104.307.005.001	JUVENILE DIVERSION PR	-	-	2.0%	-	-
104.307.006.008	INVESTMENT ACTIVITY	-	-	2.0%	-	-
104.307.007.000	STREET SWEEPING, LEAF	57,442	61,480	2.0%	59,000	60,750
Total Revenues:		4,468,700	4,516,036		4,418,507	4,437,044

Departmental Budgets

City Council 104.401

Budget

		2022 Amended
<u>Council</u>		
104.401.001.000	SALARIES REGULAR	1,200
104.401.006.000	SOCIAL SECURITY - MEDICARE	20
104.401.011.000	OFFICE EXPENSE	200
104.401.012.000	SPECIAL DEPT EXPENSE	3,500
104.401.025.000	TRAVEL CONFERENCE & MEETINGS	500
104.401.027.000	COUNCIL MEEINGS	
	Total	5,420

Budget Highlights

This is an amendment to the original 2021-2022 budget detail. The most significant change is \$3,500 in 'Special Dept Expense' for estimated consultant costs for district election analysis.

City Administration 104.402

Budget

		2022 Amended
<i>Administration</i>		
104.402.001.000	SALARIES - REGULAR	64,300
104.402.004.000	DISABILITY INSURANCE	-
104.402.005.000	RETIREMENT AND LIFE INSUR	16,900
104.402.006.000	SOCIAL SECURITY-MEDICARE	900
104.402.007.000	UNEMPLOYMENT INSURANCE	-
104.402.008.000	HEALTH INSURANCE	8,300
104.402.009.000	WORKERS COMP (SELF INS)	1,700
104.402.011.000	OFFICE EXPENSE	1,000
104.402.012.000	SPECIAL DEPARTMENT EXPENSE	200
104.402.016.000	TELEPHONE	280
104.402.020.000	MAINT & OPERATION OF VEHICLE	100
104.402.022.000	CONTRACTUAL SERVICES	-
104.402.024.000	MEMBERSHIPS AND DUES	250
104.402.025.000	TRAVEL CONFERENCES & MEETING	500
104.402.026.000	TRAINING	400
		94,830

Budget Highlights

This is an amendment to the original 2021-2022 budget detail

Finance 104.403

Assigned Personnel

Finance Director –	1
Financial Analyst -	1
Accounting Assistants -	2
Office Assistant (Temporary)	1
Staff Assistant II (hourly)	1

Budget

		2022 Amended
<i>Finance</i>		
104.403.001.000	SALARIES - REGULAR	43,100
104.403.002.000	SALARIES-TEMPORARY	1,800
104.403.003.000	SALARIES - OVERTIME	-
104.403.004.000	DISABILITY INSURANCE	-
104.403.005.000	RETIREMENT AND LIFE INSUR	10,200
104.403.006.000	SOCIAL SECURITY-MEDICARE	600
104.403.007.000	UNEMPLOYMENT INSURANCE	-
104.403.008.000	HEALTH INSURANCE	5,600
104.403.009.000	WORKERS COMP (SELF INS)	1,400
104.403.011.000	OFFICE EXPENSE	3,000
104.403.011.001	FURNITURE	-
104.403.013.000	OFFICE EQUIPMENT EXPENSE	-
104.403.016.000	TELEPHONE	240
104.403.020.000	MAINT & OPERATION OF VEHICLE	-
104.403.022.000	CONTRACTUAL SERVICES	18,000
104.403.024.000	MEMBERSHIPS AND DUES	370
104.403.025.000	TRAVEL CONFERENCES & MEETING	400
104.403.026.000	TRAINING	255
		84,965

Budget Highlights

This is an amendment to the original 2021-2022 budget detail. Personnel costs are allocated to the General Government Division, Internal Service Funds as well as Enterprise Funds for their share of costs.

General Government 104.404
Budget

		2022 Amended
General Government		
104.404.001.000	SALARIES - REGULAR	117,500
104.404.002.000	SALARIES - TEMPORARY	-
104.404.003.000	SALARIES - OVERTIME	1,100
104.404.004.000	DISABILITY INSURANCE	-
104.404.005.000	RETIREMENT AND LIFE INSUR	23,600
104.404.006.000	SOCIAL SECURITY-MEDICARE	1,700
104.404.008.000	HEALTH INSURANCE	30,600
104.404.009.000	WORKERS COMP (SELF INS)	2,400
104.404.011.000	OFFICE EXPENSE	2,500
104.404.012.000	SPECIAL DEPARTMENT EXPENSE	2,000
104.404.013.000	OFFICE EQUIPMENT EXPENSE	500
104.404.015.001	ADVERTISING	4,500
104.404.015.002	ELECTIONS	0
104.404.016.000	TELEPHONE	840
104.404.017.000	UTILITIES	1,800
104.404.018.000	RENTS AND LEASES	60
104.404.019.000	MAINT OF BLDGS STRUCT & GRND	7,038
104.404.019.001	CITY HOUSE-RENTAL	0
104.404.019.002	CODE ENFORCEMENT	65,000
104.404.020.000	MAINT & OPERATION OF VEHICLE	0
104.404.021.000	PROFESSIONAL SERVICES	40,000
104.404.021.001	ENGINEERING FEES	30,000
104.404.021.002	ATTORNEY FEES	50,000
104.404.021.003	BUILDING INSPECTION FEES	0
104.404.021.004	AUDITOR FEES	25,000
104.404.021.005	CODIFICATION OF ORDINANCES	1,000
104.404.021.006	PLANNING SERVICES	37,000
104.404.021.007	ECONOMIC DEVELOPMENT	-
104.404.022.000	CONTRACTUAL SERVICES	27,000
104.404.022.001	FIRE	290,000
104.404.022.002	ANIMAL CONTROL	76,000
104.404.022.003	ADMIN SERVICES TU CO	27,000
104.404.022.074	FIRE GRANT EQUIPMENT	0
104.404.023.000	INSURANCE BONDS & RETIREMENT	21,300
104.404.024.000	MEMBERSHIPS AND DUES	3,500
104.404.033.000	PERSONNEL EXPENSE	1,150
104.404.034.000	COMMUNITY CENTER	0
104.404.035.000	SETTLEMENT COSTS	0
104.404.050.000	DONATIONS	0
104.404.051.000	CHAMBER OF COMMERCE	4,000
104.404.052.000	CONTINGENCY	0
104.404.053.000	INVESTMENTS (LOSS)	0
104.404.073.000	CAPITAL OUTLAY	0
104.404.073.002	GOVERNMENT BUILDINGS CAPITAL	0
104.404.074.000	EQUIPMENT	0
104.404.074.003	CNG STATION	0
104.404.075.000	OTHER USE OF FUNDS	0
104.404.075.001	TRANSFER-VEHICLE RESERVE	0
		894,088

Budget Highlights

This is an amendment to the original 2021-2022 budget detail. The significant change in this division is the addition of a Community Services Officer (for Code Enforcement and supplementing Police Administration) is now funded here along with an additional \$5,000 of operational expenses (019.002) offset by a Measure P Transfer of funding.

Police 104.421
Budget

		2022 Amended
<i>Police</i>		
104.421.001.000	SALARIES - REGULAR	1,412,700
104.421.002.000	SALARIES-TEMPORARY	20,000
104.421.003.000	SALARIES-OVERTIME	80,000
104.421.004.000	DISABILITY INSURANCE	600
104.421.005.000	RETIREMENT AND LIFE INSUR	428,500
104.421.006.000	SOCIAL SECURITY-MEDICARE	20,500
104.421.008.000	HEALTH INSURANCE	268,300
104.421.009.000	WORKERS COMP (SELF INS)	107,400
104.421.011.000	OFFICE EXPENSE	5,000
104.421.012.000	SPECIAL DEPARTMENT EXPENSE	20,000
104.421.012.001	K9 PROGRAM	3,000
104.421.012.002	SPECIAL PROGRAMS	0
104.421.012.003	TRAFFIC COSTS	0
104.421.013.000	OFFICE EQUIPMENT EXPENSE	6,000
104.421.014.000	CLOTHING AND PERSONAL EXP	5,500
104.421.016.000	TELEPHONE	25,500
104.421.017.000	UTILITIES	14,500
104.421.019.000	MAINT BLDGS,STRUCT & GRNDS	23,600
104.421.020.000	MAINT & OPERATION OF VEHICLE	133,000
104.421.022.000	CONTRACTUAL SERVICES	235,000
104.421.022.001	MAINTENANCE CONTRACTS	
104.421.022.002	LEASE PAYMENTS-UNITS	
104.421.023.000	INSURANCE BONDS & RETIRE	116,600
104.421.024.000	MEMBERSHIPS AND DUES	1,200
104.421.025.000	TRAVEL CONFERENCES & MEETING	1,200
104.421.026.000	TRAINING	17,000
104.421.026.001	POST TRAINING	6,200
104.421.029.001	COMBAT AUTO THEFT PROGRAM	
104.421.033.000	PERSONNEL EXPENSE	4,500
104.421.034.000	RADIO EXPENSE	4,500
104.421.035.000	SAFETY EQUIPMENT	12,000
104.421.071.001	DEBT PRINCIPLE	0
104.421.071.002	DEBT INTEREST	0
104.421.074.000	EQUIPMENT	0
		2,972,300

Budget Highlights

This is an amendment to the original 2021-2022 budget detail. The significant change in this amendment is the funding of a police officer and reclassification of two officer positions to a Sergeant and Lieutenant, these additions are offset by a Measure P Transfer of funding.

Streets 104.431
Budget

		2022 Amended
<u>Streets</u>		
104.431.001.000	SALARIES - REGULAR	163,700
104.431.002.000	SALARIES - TEMPORARY	45,000
104.431.003.000	SALARIES - OVERTIME	1,000
104.431.004.000	DISABILITY INSURANCE	-
104.431.005.000	RETIREMENT AND LIFE INSUR	37,200
104.431.006.000	SOCIAL SECURITY-MEDICARE	2,400
104.431.007.000	UNEMPLOYMENT INSURANCE	-
104.431.008.000	HEALTH INSURANCE	33,100
104.431.009.000	WORKERS COMP (SELF INS)	25,200
104.431.011.000	OFFICE EXPENSE	500
104.431.012.000	SPECIAL DEPARTMENT EXPENSE	1000
104.431.013.000	OFFICE EQUIPMENT EXP	500
104.431.014.000	CLOTHING & PERSONAL EXPENSE	1,700
104.431.016.000	TELEPHONE	4,300
104.431.017.000	UTILITIES	5,100
104.431.019.000	MAINT OF BLDGS,STRUCT & GRND	4,200
104.431.020.000	MAINT & OPERATION OF VEHICLE	16,000
104.431.021.000	PROFESSIONAL SERVICES	8,000
104.431.022.000	CONTRACTUAL SERVICES	40,000
104.431.023.000	INSURANCE, BONDS & RETIREM	19,200
104.431.024.000	MEMBERSHIPS AND DUES	3,000
104.431.025.000	TRAVEL CONFERENCES & MEETING	400
104.431.026.000	TRAINING	300
104.431.028.000	LANDSCAPE PROJECT	
104.431.029.000	STREET MAINTENANCE	25,100
104.431.033.000	PERSONNEL EXPENSES	1,000
104.431.071.000	TCAG PROJECT	
104.431.071.003	CMAQ STREETS PROJECT	
104.431.072.000	PROPERTY IMPROVEMENTS	
104.431.073.001	PROPERTY IMPROVEMENTS	
104.431.073.000	ALLEY PROJECTS	0
104.431.074.000	EQUIPMENT	
		437,900

Budget Highlights

This is an amendment to the original 2021-2022 budget detail.

Recreation 104.471

Budget

		2022 Amended
<u>Recreation</u>		
104.471.001.000	SALARIES - REGULAR	48,100
104.471.002.000	SALARIES - TEMPORARY	35,000
104.471.004.000	DISABILITY INSURANCE	-
104.471.005.000	RETIREMENT AND LIFE INSUR	12,300
104.471.006.000	SOCIAL SECURITY-MEDICARE	700
104.471.007.000	UNEMPLOYMENT INSURANCE	-
104.471.008.000	HEALTH INSURANCE	11,800
104.471.009.000	WORKERS COMP (SELF INS)	1,800
104.471.011.000	OFFICE EXPENSE	1,300
104.471.012.000	SPECIAL DEPARTMENT EXPENSE	18,000
104.471.015.000	ADVERTISING & PUBLICATIONS	-
104.471.016.000	TELEPHONE	1,200
104.471.017.000	UTILITIES	10,400
104.471.020.000	MAINT & OPERATION OF VEHICLE	-
104.471.022.000	CONTRACTUAL SERVICES	-
104.471.023.000	INSURANCE, BONDS & RETIR	5,300
104.471.024.000	MEMBERSHIPS AND DUES	-
104.471.025.000	TRAVEL CONFERENCES & MEETING	100
104.471.074.000	EQUIPMENT	0
		146,000

Budget Highlights

This is an amendment to the original 2021-2022 budget detail. The Recreation Division was laid off about September 2020, this division will need staffing restarted. There is a budget in place for one full time employee and a full time equivalent in hourly employee salaries for employees to work in programs that are restarted. There are many supplies for programs currently on hand so the main expense will be staffing and time needed to plan the restart of programs.

Parks 104.472

Budget

		2022 Amended
<u>Recreation</u>		
<u>Parks</u>		
104.472.001.000	SALARIES - REGULAR	9,100
104.472.002.000	SALARIES - TEMPORARY	-
104.472.003.000	SALARIES - OVERTIME	-
104.472.004.000	DISABILITY INSURANCE	-
104.472.005.000	RETIREMENT AND LIFE INSUR	2,500
104.472.006.000	SOCIAL SECURITY-MEDICARE	100
104.472.008.000	HEALTH INSURANCE	2,800
104.472.009.000	WORKERS COMP (SELF INS)	2,100
104.472.012.000	SPECIAL DEPARTMENT EXPENSE	0
104.472.014.000	CLOTHING AND PERSONAL EXPENS	600
104.472.017.000	UTILITIES	7,500
104.472.018.000	LEASES AND PROPERTY TAXES	0
104.472.019.000	MAINT OF BLDGS, STRUCT & GRN	130,000
104.472.019.001	TREE TRIMMING	15,000
104.472.019.002	EQUIP/TOOLS	0
104.472.020.000	MAINT & OPERATION OF VEHICLE	3,000
104.472.023.000	INSURANCE, BONDS & RETIREM	7,600
104.472.026.000	TRAINING	0
104.472.027.000	LANDSCAPE / LIGHTING	0
104.472.033.000	PERSONNEL Expenses	0
104.472.073.000	PARK CAPITAL	0
104.472.074.000	EQUIPMENT	0
104.472.074.001	BARK PARK	0
		180,300

Budget Highlights

This is an amendment to the original 2021-2022 budget detail. The significant change in this division is increasing the tree trimming budget to take care of necessary maintenance at the City's Parks.

Misc. – Other Special Revenue Funds

CASp (Certified Access Specialist program) 2021

135.000.022.000	Professional services	\$7,500
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COPS

	Police Vehicle (2)	
137.421.074.049	Replacements	\$120,000

(to include in Capital Improvement Program in future years)

Donations

138.421.012.000	Donor directed purchases	\$10,000
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Landscape and Lighting Maintenance Assessment Districts (LLMAD)

140.000.022.000	Professional services	\$79,000
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Business Improvement Program Fund (110)

This fund has approximately a \$636,000 Fund Balance which has been restricted for a Special Purpose for many years with no active program in place and one outstanding loan. This shall be moved to the General Fund as a “Committed Fund Balance” (pending an outside agency’s claim to this funding) until 7/1/2024 at which time it may be unrestricted as Council desires.

Measure P

Budget

2021

141 MEASURE P

141.404.075.000	XFER OUT TO OTHER FUND (GEN GOVT)	\$70,300
141.421.075.000	XFER OUT TO OTHER FUND (POLICE)	\$155,900
	Total	\$226,200

(reflected in Transfer Summary)

This Capital Project Fund receives monies from the Measure P 1 cent Transactions and Use Tax (Ordinance 694) approved by voters of City of Exeter in November of 2020. The operating budget line items are to cover the costs of a Community Services Officer (including Code Enforcement) part of the General Government Division and to cover the costs of a Police Officer and reclassification of two officer positions (formerly Officer In Charge special pays) to a Sergeant and Lieutenant position in the Police Department. In addition, all projects are listed in the Capital Improvement Program Budget Sheet for Measure P for fiscal year 2021-2022 as approved by the Measure P Expenditure Plan.

Measure P (141)													
2020/2021, 2021/2022 and Future Years - Capital Improvement Program													
This fund receives monies from the Measure P 1 cent Transactions and Use Tax (Ordinance 694) approved by voters of City of Exeter in November of 2020. The purpose of the funds are to bring discretionary revenue to the City for essential services such as public safety, streets, parks, recreation and other facilities/services. These funds are to be expended in accordance with the Measure R expenditure plan as approved by the City Council with feedback provided by the Measure P Oversight Committee.													
					Prior			2021/22	2022/23	2023/24	2024/25	2025/26	
Beginning Cash Available for Capital Projects					-			16,050	146,950	248,856	371,443	515,389	
Revenues					212,750			851,000	876,530	902,826	929,911	957,808	
Grant/Other Funding					-			-	-	-	-	-	
Operations Expenditures/Transfers Out					-			(226,200)	(280,724)	(286,338)	(292,065)	(297,907)	
Capital Expenditures					(196,700)			(493,900)	(493,900)	(493,900)	(493,900)	(493,900)	
Reserve					-			(45,000)	(45,000)	(45,000)	(45,000)	(45,000)	
Total Resources Available for Projects					16,050			146,950	248,856	371,443	515,389	681,390	
					-			212,750	219,133	225,706	232,478	239,452	
								No	Yes	Yes	Yes	Yes	
#		Project Description		Project #	Prior			2021/22	2022/23	2023/24	2024/25	2025/26	
1		Overlays		141.431.080.047				300,000	300,000	300,000	300,000	300,000	
2		Fire: Engine Replacement		141.404.074.048				100,000	100,000	100,000	100,000	100,000	
3		Park Capital Improvements		141.404.080.049				40,000	40,000	40,000	40,000	40,000	
4		City Facilities (Police/Admin, City Hall, Fire Station, Corp Yard, Carnegie Bldg)		141.404.080.050				53,900	53,900	53,900	53,900	53,900	
5													
		Total Capital Projects			-			493,900	493,900	493,900	493,900	493,900	

Salary Schedule (as of 5/1/2021)

Miscellaneous Classifications	Step A	Step B	Step C	Step D	Step E	Step PATTERN
FY 2021-2022						
City Administrator	11,186	11,775	12,265	12,776	13,309	5,4,4,4
Finance Director	7,400	7,789	8,199	8,631	9,085	5*
Community Services Director	6,739	7,094	7,467	7,860	8,274	5*
Public Works Director	6,875	7,237	7,618	8,019	8,441	5*
City Clerk/Human Resources Manager	6,198	6,524	6,867	7,229	7,609	5*
Deputy City Clerk/Personnel Officer	5,114	5,384	5,667	5,965	6,279	5*
Operations Manager	5,436	5,722	6,023	6,340	6,674	5*
Chief Operator	4,596	4,838	5,093	5,361	5,643	5*
Operator II, Water/Wastewater	4,168	4,388	4,619	4,862	5,118	5*
Operator I, Water/Wastewater	3,955	4,163	4,383	4,613	4,856	5*
Crew Leader	3,767	3,965	4,174	4,394	4,625	5*
Maintenance Person III	3,767	3,965	4,174	4,394	4,625	5*
Maintenance Person II	3,456	3,638	3,829	4,031	4,243	5*
Maintenance I	3,083	3,246	3,416	3,596	3,785	5*
Mechanic II	3,757	3,955	4,163	4,382	4,613	5*
Financial Analyst	5,114	5,384	5,667	5,965	6,279	5*
Accounting Assistant	3,240	3,410	3,590	3,779	3,977	5*
Administrative Assistant	3,240	3,410	3,590	3,779	3,977	5*
Office Assistant	2,799	2,946	3,101	3,264	3,436	5*
Office/Police Records Assistant	2,996	3,146	3,303	3,468	3,642	5*
Senior Clerk Dispatcher	3,626	3,817	4,018	4,229	4,452	5*
Clerk Dispatcher	3,195	3,363	3,540	3,727	3,923	5*
Recreation Supervisor	3,626	3,817	4,018	4,229	4,452	5*
Recreation Leader	2,799	2,946	3,101	3,264	3,436	5*
Community Services Officer	3,626	3,817	4,018	4,229	4,452	5*
Animal Control/Code Enforcement	3,152	3,318	3,493	3,677	3,870	5*
All salaries shown are monthly amounts.						
Police Classifications						
Chief of Police	9,018	9,469	9,848	10,242	10,652	5,4,4,4
Lieutenant	7,177	7,536	7,837	8,151	8,477	5,4,4,4
Sergeant	5,691	5,976	6,274	6,588	6,918	5*
Police Officer	4,459	4,682	4,916	5,162	5,420	5*
E-Step Police Officer is the benchmark position upon which linked formulas are based.						

Hourly Position Salary Schedule By Calendar Year

Hourly Pay Ranges

	<u>2020</u>	<u>2021</u>	<u>2022</u>
Recreation Assistant	\$13.00	\$14.00	\$15.00
Sport Official	\$13.00	\$14.00	\$15.00
Maintenance	\$13.00	\$14.00	\$15.00
Office/Administrative I	\$13.00	\$14.00	\$15.00
Office/Administrative II	\$15.00	\$16.00	\$17.00
Police Reserve	\$19.00	\$19.00	\$25.00

Personnel Allocations

Personnel Allocation																				
Apr-21																				
															General Fund					
															General					
Name	Dept	Pos	Cc	Admin	Fin	Government	Police	Streets	Rec.	Parks	Ins	General Fund	Water	Sewer	Refuse	Total				
Ennis	Adm	Admin		0.30	-	-	-	0.08	-	-	0.09	0.47	0.25	0.25	0.03	1.00				
Vacant	Adm	Office		-	-	0.20	-	-	-	-	0.05	0.25	0.13	0.13	-	0.50				
Oneal, S	Adm	Per. Offcr		0.15	-	0.20	-	-	-	-	0.25	0.60	0.25	0.15	-	1.00				
Vacant	PD	CS/Code		-	-	1.00	-	-	-	-	-	1.00	-	-	-	1.00				
Arroyo, M	PW	M1		-	-	-	-	0.15	-	-	-	0.15	0.45	0.40	-	1.00				
Aldridge,	PW	PW		-	-	-	-	0.35	-	-	-	0.35	0.40	0.20	0.05	1.00				
Espinola,	PW	Op Mgr		-	-	-	0.10	0.20	-	-	-	0.30	0.40	0.25	0.05	1.00				
Huggins, K	PW	Mech		-	-	-	0.20	0.20	-	-	-	0.40	0.30	0.30	-	1.00				
Millian, M	PW	M1		-	-	-	-	0.10	-	-	-	0.10	0.75	0.15	-	1.00				
Miller, J	PW	M1		-	-	-	-	0.10	-	-	-	0.10	0.75	0.15	-	1.00				
Qualls, D	PW	PW Dir		-	-	-	-	0.30	-	-	-	0.30	0.35	0.25	0.10	1.00				
Quiroz, p	PW	M1		-	-	-	-	0.05	-	0.20	-	0.25	0.38	0.38	-	1.00				
Brassfield	PW	M1		-	-	-	-	0.15	-	-	-	0.15	0.43	0.42	-	1.00				
Ramirez, PW	PW	M1		-	-	-	-	0.50	-	-	-	0.50	0.45	0.05	-	1.00				
Tavarez	Fin	Fin Dir		-	0.25	-	-	0.10	-	-	0.08	0.43	0.27	0.26	0.04	1.00				
Carter, A	Rec	Office Ass		-	-	0.20	-	-	0.05	-	-	0.25	0.30	0.30	0.15	1.00				
Franco	Fin	AA		-	0.15	-	-	0.10	-	-	0.05	0.30	0.30	0.30	0.10	1.00				
Vacant	Fin	AA		-	-	0.30	-	-	-	-	-	0.30	0.30	0.30	0.10	1.00				
Hernande	Fin	AA		-	-	0.30	-	-	-	-	-	0.30	0.30	0.30	0.10	1.00				
Vacant	Rec	Rec Sup		-	-	0.05	-	-	0.85	-	-	0.90	0.05	0.05	-	1.00				
Police Personnel				-	-	-	18.50	-	-	-	-	18.50				18.50				
Total				0.45	0.40	2.25	18.80	2.38	0.90	0.20	0.52	25.90	6.80	4.58	0.72	38.00				
				1.2%	1.1%	5.9%	49.5%	6.3%	2.4%	0.5%	1.4%	68.2%	17.9%	12.1%	1.9%	100.0%				
Police Personnel																				
Chief		1																		
Lieutenant		2		1 - offset w/ Measure P (Officer vs. Lt.)																
Sergeant		4		1 - offset w/ Measure P (Officer vs. Sgt.)																
Detective		2																		
Police Officer		8		(includes 1 EUSD funding offset in General Fund and 1 offset with Measure P)																
Office Assistant		0.5																		
Sr. Clerk Dispatcher		1																		
		18.5																		

RESOLUTION 2021-XX

RESOLUTION OF THE CITY COUNCIL OF THE CITY OF EXETER AMENDING THE BUDGET FOR FISCAL YEAR 2021/2022, RATIFYING THE FISCAL YEAR 2021/2022 SALARY SCHEDULE FOR ALL EMPLOYEES AND HOURLY/SEASONAL EMPLOYEES AS THE CITY'S SALARY SCHEDULE AND TRANSFERRING THE BUSINESS IMPROVEMENT FUND TO THE GENERAL FUND AS A COMMITTED FUND BALANCE FOR THREE YEARS

WHEREAS, the City of Exeter City Council held a public hearing on **May 11, 2021** on a budget amendment for the City of Exeter for the 2021-22 fiscal year; and,

WHEREAS, an updated Salary Schedule and Personnel Cost Allocation is hereby adopted as shown into the 2021-22 Budget Amendment Document; and,

WHEREAS, the City of Exeter ("City") contracts with the California Public Employees' Retirement System ("CalPERS") to provide retirement benefits for its employees;

WHEREAS, California Code of Regulations, Title 2, Section 570.5 requires governing bodies of local agencies contracting with CalPERS to approve and adopt a publicly available pay schedule in accordance with public meeting laws; and

WHEREAS, the pay schedule must identify each position by title, the individual pay rate amount or ranges for that position, and the time base upon which the amounts are based;

WHEREAS, the City Council of the City of Exeter desires to adopt a publicly available pay schedule in accordance with the requirements of California Code of Regulations, Title 2, Section 570.5;

WHEREAS, City Council authorizes the Business Improvement Program Fund Balance of approximately \$630,000 to be moved to the General Fund as a "Committed Fund Balance" which at the end of three years (at 7/1/2024) unless otherwise found to be restricted by an outside agency shall be moved to the General Fund's "Unrestricted Fund Balance"; and,

WHEREAS, the re-appropriation of certain capital projects and operating funds that are encumbered or designated from prior years is necessary; and,

WHEREAS, authorization from the City Council is necessary for:

1. The City Administrator to transfer appropriations within fund budgets including salary and capital accounts and staff levels, provided, however, that the total appropriations are not increased thereby.
2. The Finance Director to transfer appropriations among the items within departmental budgets, except for salary and capital accounts.
3. Staff to transfer or lend monies from one fund to another as specified in the budget document.

WHEREAS, the approval of an amendment to the Capital Improvement Program for 2021-22 and in concept out to 2025-26, as part of the multi-year budget is necessary to include the Measure P Fund.

NOW, THEREFORE BE IT RESOLVED by the City Council of the City of Exeter that the budget for the 2021-22 fiscal year totaling \$17,184,000 for all funds be approved as reflected in the 2021-22 budget amendment document.

SECTION 1. That the Citywide Salary and Pay Schedule contained in Attachment "A" 2021/2022 Salary Schedule, attached hereto and made a part hereof, is hereby approved and adopted in accordance with the requirements of California Code of Regulations, Title 2, Section 570.5.

BE IT FURTHER RESOLVED THAT:

1. The City Administrator is authorized to transfer appropriations within fund budgets including salary and capital accounts and staff levels, provided, however, that the total appropriations are not increased thereby.
2. The Finance Director is authorized to transfer appropriations among the items within departmental budgets, except for salary and capital accounts.
3. Staff is authorized to transfer or lend monies from one fund to another as specified in the budget document.

BE IT FURTHER RESOLVED by the City Council of the City of Exeter that for all funds, for capital projects and/or operating funds that are encumbered or designated from prior years be re-appropriated.

BE IT FURTHER RESOLVED by the City Council of the City of Exeter that any currently active capital projects and operating funds that do not meet the criteria to be encumbered or designated, be re-appropriated.

Passed, approved, and adopted this 11th day of MAY 2021, by the following vote:

AYES:
NOES:
ABSTAIN:
ABSENT:

Mayor

ATTEST:

City Clerk