



CITY OF DEL REY OAKS

Staff Report

TO: Honorable Mayor and Members of the City Council

FROM: Jeffrey J. Hoyne, Acting City Manager

DATE: June 22, 2021

SUBJECT: Proposed Budget for Fiscal Year 2021-22

We are pleased to present the Proposed Budget for Fiscal Year 2021-22. The budget is balanced using current year revenues and begins to restore some of the cuts made as a result of the pandemic. You will notice some changes in this budget document compared to the past.

This is a one-year budget. Due to the pandemic some of the revenue sources have become more difficult to predict so we are presenting only one year. As such staff recommends using FY 21-22 as a rebuilding year to set budget priorities for the City and be prepared should another unexpected event take place.

The Proposed 2021-22 budget reflects an increase in revenues as the City comes out of the pandemic. The expenditures also reflect an increase as some cuts are restored.

Changes in the Budget Format

In the past the City was able to present the budget as one set of revenues and one set of expenditures. However, the City must now make full use of fund accounting due to the various monies the City has received or will receive which require the use of separate funds. This requires the following changes:

- Budgeting for each fund individually.
- Budgeting for each department individually.
- Budgeting for each grant individually

Through the budget process in the years to come staff will continue to refine the budget document to reflect information that will make the budget a more useful document in making strategic decisions about the finances of Del Rey Oaks.

All Funds Budget Summary and Discussion

This table below shows the City's budget by fund. All funds are balanced.

City of Del Rey Oaks

FY 2021-22 Budget Summary by Fund

Fund No.	Fund Name	Estimated Revenues	Appropriation	Transfers In/(Out)	Surplus (Deficit)	Beginning Fund Bal.	Ending Fund Bal.
100	General Fund	\$ 4,166,050	\$ 3,858,060	\$ (35,400)	\$ 272,590	\$ 1,912,240	\$ 2,184,830
	<u>Special Revenue Funds:</u>						
210	Gas Tax Fund	41,400	25,000		16,400	35,188	51,588
211	SB1 Fund	33,890	55,000		(21,110)	73,511	52,401
212	Measure X	76,000	76,000		-	-	-
221	FORA Habitat Fund	-	73,300		(73,300)	755,854	682,554
	CARES Act Fund				-	-	-
223	ARPA Fund	397,600			397,600	-	397,600
	<u>Capital Project Funds</u>						
311	Prop 68 Parks Grant	141,600	177,000	35,400	-	-	-
321	SBR Engineering Fund	-			-	518,564	518,564
322	SBR/GJM Intersection Constr	-			-	1,056,168	1,056,168
323	SBC Construction	-			-	7,268,813	7,268,813
	Totals	<u>\$ 4,856,540</u>	<u>\$ 4,264,360</u>	<u>\$ -</u>	<u>\$ 592,180</u>	<u>\$ 11,620,338</u>	<u>\$ 12,212,518</u>

The **General Fund** is balanced as presented with a surplus of \$272,590 (7% of appropriations).

The following Special Revenue Funds are used to account for funds as required by law or agreement. These monies can be used only for specific purposes as noted below.

The **Gas Tax Fund** shows a surplus of \$16,400 for the year. It is used to account for gas tax revenues received. These funds can be used only for street purposes. The city is using these monies to pay for street sweeping and street lighting.

The **SB1 Fund** is used to account for gas tax revenues generated under SB1 otherwise known as the Road Rehabilitation Maintenance Act which can be spent only on street related purposes. For FY 21-22 staff is proposing to use this fund for Portola/Work walkway and curb replacement projects.

The **Measure X Fund** was used in 2018-19 to pay for the major street improvements for which the city borrowed against its future share of Measure X revenues. In 2018-19 the City received an advance of \$861,300 of future Measure X revenues to pay for the City's largest street improvement project budgeted at \$1.2 million. Over the next 10 years, TAMC will withhold the City's Measure X allocation to repay the advance, therefore the City will not receive any Measure X funds until the \$861,300 advance is paid in full. Measure X is administered by TAMC.

The funds are still reflected on the City's budget even though the City does not receive the monies, in order to track the amounts that are being paid toward the Measure X Loan.

The **FORA Habitat Fund** is used to account for the monies received from FORA for the habitat management program the City agreed manage. The funds are being spent on some planning work.

The American Rescue Plan Act (**ARPA**) **Fund** is a new fund used to account for the estimated \$397,600 in federal monies the City is expected to receive. At this point, the revenue estimate is being used as a placeholder. We are also awaiting guidelines from the Treasury Department on how the monies can be used. Once the rules are issued, the appropriation of these monies will be brought back to Council for consideration.

The following Capital Project Funds are used to account for funds as required by law or agreement for major capital improvements. These monies can be used only for specific purposes as noted below.

The **Prop 68 Parks Grant Fund** is a new fund to account for the grant the City is waiting to receive from the State. The grant will be used for park improvements. The actual use of these funds will be considered in detail by the Council as we get closer to receiving the funds.

The **SBR Engineering Fund** is used to account for the funds received from FORA for the Whitson Engineering contract for the design of South Boundary Road (SBR) which is on hold at present.

The **SBR/GJM Intersection Construction Fund** is used to account for the monies received from FORA for the construction of the Intersection at South Boundary Road (SBR) and General Jim Moore Road which is presently on hold.

The **SBR Construction Fund** is used to account for the monies received from FORA for the construction of South Boundary Road.

General Fund Budget

Below is a summary of the General Fund Budget by Departments followed by a more detailed discussion. The General Fund is expected to finish the year with a \$272,590 surplus which amounts to 7% of the \$3,858,060 operating appropriations. This is basically a 7% contingency should some revenues not materialize as planned.

Revenues

General Fund revenues are estimated to increase by \$187,738, a modest 5% increase. The major reason for the increase is an increase of \$186,500 in Sales Tax as sales tax revenue is expected to return to pre-pandemic levels. For the revenue detail refer to the FY 21-22 Proposed Budget Detail.

Expenditures

The General Fund Operating Budget shows an 8% increase in expenditures as the City returns to normal operating expenditure levels. Numerous reductions were implemented during the pandemic to ensure the City could make it through the pandemic without having to use the Economic Uncertainty Reserve.

There are no capital improvements budgeted in the General Fund for FY 21-22. All capital projects are budgeted in specific capital projects funds.

The General Fund does have a \$35,400 Transfer Out to the Prop 68 Parks Grant Fund to pay for the City's matching share of the grant.

Below is a summary by department followed by a brief discussion about each department.

General Fund Summary			20-21 Budget	21-22 Proposed	Increase (Decrease)	Percent Change
Fund	Dept	Description				
Revenues			3,978,312	4,166,050	187,738	5%
Expenditures						
	110	Council	30,235	32,110	1,875	6%
	111	City Clerk	285,460	394,950	109,490	38%
	120	City Manager	171,180	280,330	109,150	64%
	130	Audit/Treasurer	171,300	222,700	51,400	30%
	150	Legal	221,500	226,500	5,000	2%
	160	Planning & Building	205,000	83,000	(122,000)	-60%
	180	Government Building	22,000	22,100	100	0%
	190	Non-Departmental	19,540	21,540	2,000	10%
	210	Police	2,016,620	2,097,600	80,980	4%
	220	Fire	200,850	201,000	150	0%
	311	Public Works	199,335	230,730	31,395	16%
	411	Parks & Recreation	45,505	45,500	(5)	0%
		Total Operating Budget	3,588,525	3,858,060	269,535	8%
		<u>Capital Projects</u>				
	511	Slurry Seal	140,000	-	(140,000)	-100%
	514	Street Reconstruction	-	-	-	-
	515		-	-	-	-
	516	SBR Sewer Design	50,000	-	(50,000)	-100%
	517	Solar Panels @ City Hall	55,000	-	(55,000)	-100%
		Total Capital Projects	3,833,525	3,858,060	24,535	1%
		Surplus (Deficit) Revenue	144,787	307,990	163,203	4%
Transfers In/Out						
		Transfers In from Corona	50,000	-	(50,000)	-100%
		Transfer Out - Prop 68 Gr	-	(35,400)	(35,400)	-100%
			50,000	(35,400)	(85,400)	-100%
Net Surplus After Transfers In/Out			194,787	272,590	77,803	40%

Major Changes by Department

- Council is basically unchanged in total. While the budget is restored to pre-pandemic levels for stipends, travel and strategic planning, these costs are offset by the fact that there is no election in FY 21-22.
- The City Clerk increase is due in part to 1) increasing the Deputy Clerks salary to the level of Deputy City Clerk & Assistant to the City Manager (the predecessors salary) ; 2.) adding a full-time Administrative Assistant with benefits; and 3.)

including \$25,000 for a part-time employee. The increases are necessary to keep up with the increasing workload.

- The City Manager increase is due to budgeting for a full-time City Manager with full benefits.
- The Audit/Treasurer increase is due to budgeting for a full year of financial management services from Regional Government Services.
- Legal services is remaining at about the same level due to the need for increased legal services.
- Planning and Building is expected to continue at the same level. Funds have been added for travel for the Planning Commissioners. The cost of the Housing Element is not re-budgeted, since at year-end any remaining amounts of this contract will be carried over to the new fiscal year along with any grant reimbursements.
- Government Building is expected to continue at the same level.
- Non-departmental is expected to stay at about the same level. This is where contributions to community organizations are now budgeted.
- The Police increase is due to step increases for some police officers and a proposed \$300 per month benefit for each police officers which is a contribution to a deferred compensation plan. The budget also includes \$5,000 for a possible increase for the Police Chief as a result of his performance review. The department continues to keep one vacant police officer position which is not included in the budget.
- Fire remains the same. This pays for the fire services agreement with the City of Seaside.
- The Public Works increase is due to restoration of some service and supplies cut back due to budget cuts resulting from the pandemic. It also includes funding for a salary increase for the Public Works Supervisor.
- Parks and Recreation is staying the same.
- There are no Capital Projects scheduled for the General Fund. Street improvement projects are budgeted in the SB1 Fund. Park improvements projects are budgeted in the Prop 68 Grant Fund.
- Transfers Out of \$35,400 to the Prop 68 Grant Fund is proposed to pay for the City's share of the Park Improvements Prop 68 grant fund expenditures.

For the detail to the Expenditures refer to the attached FY 21-22 Proposed Budget Detail.

Operating Budget Surplus

The budget as presented will generate a surplus of \$272,590, which staff recommends be used to increase the Economic Uncertainty Reserve or fund the Section 115 Trust. The details of these recommendations are included in the Use of Surplus Funds section later in this report.

Major Changes in budget assumptions

The 2021-22 proposed budget is a status-quo budget with the following changes:

New one-time items included in the budget

- \$25,000 for personnel manual update
- \$ 5,000 for preparation of a records retention schedule
- \$50,000 for Work/Portola walkway and curbs improvements
- \$177,000 for Prop 68 Parks Improvements with 20% City match
- \$25,000 for part-time employee

New ongoing items included in the budget

- \$15,000 for HR contract services
- \$10,000 for organic waste regulation (SB1383)
- \$36,000 for a \$300 per month contribution to deferred compensation for each police officer

Personnel costs

Personnel costs are budgeted based the following assumptions:

1. No Cost-of-Living increase
2. 5% Merit step increases for five positions
3. Salary increase for Deputy City Clerk for handling additional responsibilities
4. Salary increase for Public Works Supervisor to keep his wages competitive
5. Keeping one police officer position vacant
6. \$5,000 for a possible salary increase for the Police Chief.

Capital Improvements - \$232,000

The budget includes \$232,000 for the following projects:

\$35,000 for Portola/Work Walkway funded by SB1 funds

\$20,000 for Curb replacement funded by SB1 funds

\$177,000 for Park Improvements funded by a State Prop 68 Grant

Use of FY 2021-22 General Fund Surplus - \$272,590

Staff recommends that the estimated surplus of \$272,590 be utilized as follows if the year-end results are as projected.

Allocation to Economic Uncertainty Reserves - \$122,590

The \$122,590 allocation to the Economic Uncertainty Reserve will help the City to be prepared for the next major downturn in the economy.

Section 115 Trust contribution for CalPERS Retirement - \$150,000

By contributing \$150,000 annually to the Section 115 Trust, the City could fund its Unfunded Accrued Liability in 10 years. By placing the funds in a 115 Trust, the City does not give up full control of these monies to CalPERS, but they would be set-aside for this specific purpose. As of March 31, 2021, the City's investment in the Moderately Conservative HighMark PLUS fund was yielding a 1-year investment return of 16.98%.

Review by Finance Committee FY 2021-22

The draft budget was reviewed in detail by the Finance Committee on June 8, 2021. This proposed budget includes the items the Finance Committee requested as well as some minor changes made by staff to ensure all commitments can be met.

RECOMMENDATION

Council adopt:

Resolution 2021-XX Budget for Fiscal Year 2021-22

Resolution 2021-XX Salary Schedule 07/01/2021 for Fiscal Year 2021-2122

Resolution 2021-XX Position Control List for Fiscal Year 2021-2122

Resolution 2021-XX Establishing an Appropriations Limit for Fiscal Year 2021-2122

Resolution 2021-XX Establishing a Promotional Fund for Fiscal Year 2021-2122

CONCLUSION

The Council's approval of this budget and supporting resolutions will continue a strategic path for the City of Del Rey Oaks.

Respectfully submitted,

Jeffrey J. Hoyne
Interim City Manager

General Fund Summary

Fund Dept	Description	20-21 Budget	21-22 Proposed	Increase (Decrease)	Percent Change
Revenues		3,978,312	4,166,050	187,738	5%
Expenditures					
110	Council	30,235	32,110	1,875	6%
111	City Clerk	285,460	394,950	109,490	38%
120	City Manager	171,180	280,330	109,150	64%
130	Audit/Treasurer	171,300	222,700	51,400	30%
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180	Government Building	22,000	22,100	100	0%
190	Non-Departmental	19,540	21,540	2,000	10%
210	Police	2,016,620	2,097,600	80,980	4%
220	Fire	200,850	201,000	150	0%
311	Public Works	199,335	230,730	31,395	16%
411	Parks & Recreation	45,505	45,500	(5)	0%
	Operating Budget	<u>3,588,525</u>	<u>3,858,060</u>	<u>269,535</u>	<u>8%</u>
	<u>Capital Projects</u>				
511	Slurry Seal	140,000	-	(140,000)	-100%
514	Street Reconstruction	-	-	-	
515		-	-	-	
516	SBR Sewer Design	50,000	-	(50,000)	-100%
517	Hall	55,000	-	(55,000)	-100%
		<u>3,833,525</u>	<u>3,858,060</u>	<u>24,535</u>	<u>1%</u>
	Revenues Over/(Under) E	144,787	307,990	163,203	4%
Transfers In/Out					
	Transfers In from Corona	50,000	-	(50,000)	-100%
	Transfer Out - Prop 68 Gr.	-	(35,400)	(35,400)	
		<u>50,000</u>	<u>(35,400)</u>	<u>(85,400)</u>	<u>-100%</u>
Net Income After Other Financing Sources		194,787	272,590	77,803	40%

City of Del Rey Oaks

FY 2021-22 Budget Summary by Fund

Fund No.	Fund Name	Estimated Revenues	Appropriation	Transfers In/(Out)	Surplus (Deficit)	Beginning Fund Bal.	Ending Fund Bal.
100	General Fund	\$ 4,166,050	\$ 3,858,060	\$ (35,400)	\$ 272,590	\$ 1,912,240	\$ 2,184,830
	<u>Special Revenue Funds:</u>						
210	Gas Tax Fund	41,400	25,000		16,400	35,188	51,588
211	SB1 Fund	33,890	55,000		(21,110)	73,511	52,401
212	Measure X	76,000	76,000		-	-	-
221	FORA Habitat Fund	-	73,300		(73,300)	755,854	682,554
	CARES Act Fund				-	-	-
223	ARPA Fund	397,600			397,600	-	397,600
	<u>Capital Project Funds</u>						
311	Prop 68 Parks Grant	141,600	177,000	35,400	-	-	-
321	SBR Engineering Fund	-			-	518,564	518,564
322	SBR/GJM Intersection Constru	-			-	1,056,168	1,056,168
323	SBC Construction	-			-	7,268,813	7,268,813
	Totals	\$ 4,856,540	\$ 4,264,360	\$ -	\$ 592,180	\$ 11,620,338	\$ 12,212,518

REVENUE

Fund	Dept	Account	Description	20-21 Budget	21-22 Proposed	Increase (Decrease)	Percent Change
100 General Fund							
100	000	41110	P/T-Secured	475,000	507,000	32,000	7%
100	000	41120	P/T-Unsecured	18,000	18,000	-	0%
100	000	41130	P/T-Prior Secured	5,000	6,000	1,000	20%
100	000	41140	Prior Unsecured	100	100	-	0%
100	000	41150	P/T-Unitary Tax	8,200	8,400	200	2%
100	000	41160	P/T-Sb813	9,400	9,800	400	4%
100	000	41170	Property Tax - Vlf	142,000	166,000	24,000	17%
100	000	41180	P/T-Int/Penal	1,500	1,000	(500)	-33%
100	000	42210	Sales Tax	365,500	395,000	29,500	8%
100	000	42220	Sales Tax - Add On	680,000	837,000	157,000	23%
100	000	42222	Cannabis Tax	294,000	300,000	6,000	2%
100	000	42230	Transient Occupancy	25,000	35,000	10,000	40%
100	000	42250	Property Transfer Tax	7,500	9,200	1,700	23%
100	000	42290	Sewer Impact	15,400	15,000	(400)	-3%
100	000	42310	Business Licenses	210,000	215,000	5,000	2%
100	000	42761	Gas Franchises	5,500	5,800	300	5%
100	000	42762	Electric Franchises	17,500	18,500	1,000	6%
100	000	42763	Garbage Franchises	97,000	100,000	3,000	3%
100	000	42764	Cable Tv Franchises	25,000	26,000	1,000	4%
100	000	42765	Water Franchises	17,000	22,000	5,000	29%
100	000	43311	Sb1186 Disability	900	1,000	100	11%
100	000	43312	Sb1473 Environmental Assessment Fee	50	100	50	100%
100	000	43320	Building Permits	35,000	35,000	-	0%
100	000	43325	Cannabis Business	35,000	30,000	(5,000)	-14%
100	000	43330	Plan Check Fees	17,500	17,000	(500)	-3%
100	000	43340	Street Opening Permits	4,300	5,000	700	16%
100	000	43350	Plumbing Permits	1,600	1,600	-	0%
100	000	43360	Electrical Permits	1,000	1,600	600	60%
100	000	43390	Other Licenses/Permits	300	1,000	700	233%
100	000	45000	Fines & Forfeitures	-	200	200	
100	000	45510	Vehicle Code Fines	5,000	5,000	-	0%
100	000	46100	Interest Earned	20,000	20,000	-	0%
100	000	46815	Rental - Garden Ctr	36,000	36,000	-	0%
100	000	46816	Rental - Airport RV	35,000	35,000	-	0%
100	000	46817	Rental - PW Bldg		12,000	12,000	
100	000	47130	HOPTR	1,200	1,200	-	0%
100	000	47240	COP Monies	156,000	100,000	(56,000)	-36%
100	000	47241	AMBAG REAP Grant-	65,000		(65,000)	-100%
100	000	47242	HCD LEAP Grant-	65,000		(65,000)	-100%
100	000	47750	Prop 172	13,000	15,000	2,000	15%
100	000	47760	Grants - Wellness	7,500	7,500	-	0%
100	000	47770	Traffic Congestion	2,100		(2,100)	-100%
100	000	47780	Police Grants Other	5,000	5,000	-	0%
100	000	48210	Police Reports	2,000	2,000	-	0%
100	000	48211	Police Services	6,000	5,000	(1,000)	-17%
100	000	48212	Public Events	5,000	5,000	-	0%
100	000	48805	Use Permits	20,000	20,000	-	0%

100	000	48810	Maps/Publications	100	100	-	0%
100	000	48825	Property Inspections	4,500	4,500	-	0%
100	000	48840	Miscellaneous Services	11,000	10,000	(1,000)	-9%
100	000	48910	Rental - Park	1,000	1,000	-	0%
100	000	48960	Restitutions		10,800	10,800	
Total Non Department Specific				2,974,650	3,082,400	107,750	
100	210	48220	Airport Police Services	1,003,662	1,083,650	79,988	8%
Total Police				1,003,662	1,083,650	79,988	
Total General Fund Revenue				3,978,312	4,166,050	187,738	5%

EXPENSE

100	110	61115	Council Member Stipend	4,800	7,500	2,700	56%
100	110	61130	Medicare		110	110	
100	110	61135	Dental Expense	6,715	7,000	285	4%
100	110	63605	Travel, Meals & Lodging		3,000	3,000	
100	110	64550	Member/Dues/Contributi	2,000	2,000	-	0%
100	110	64555	Ad/Promotion City Cncl	1,220	1,500	280	23%
100	110	64570	Strategic Planning	6,000	11,000	5,000	83%
100	110	64588	Election Cost	9,500	-	(9,500)	-100%
Total Council				30,235	32,110	1,875	67%
100	111	61105	Payroll	84,910	141,100	56,190	66%
100	111	61107	Temp Payroll	26,000	25,000	(1,000)	-4%
100	111	61110	Overtime	12,000	5,000	(7,000)	-58%
100	111	61124	PERS UAL	27,900	34,200	6,300	23%
100	111	61125	PERS Retirement	14,300	11,700	(2,600)	-18%
100	111	61130	Medicare	2,400	2,100	(300)	-13%
100	111	61135	Dental Expense	2,600	3,500	900	35%
100	111	61140	Health Ins	32,600	43,500	10,900	33%
100	111	61145	Vision Ins	400	500	100	25%
100	111	61150	Workers Comp	10,500	8,400	(2,100)	-20%
100	111	61155	Wellness Program	1,200	1,000	(200)	-17%
100	111	62410	Materials/Supply	10,870	10,870	-	0%
100	111	62430	Office Supplies	11,200	11,200	-	0%
100	111	63530	Telephone / Internet	7,680	7,680	-	0%
100	111	63535	Website Design &	3,200	3,200	-	0%
100	111	63540	Postage / Shipping	2,400	2,400	-	0%
100	111	63620	Liability/Prop Non-Dpt	22,300	10,600	(11,700)	-52%
100	111	63635	Contract Services - IT	5,000	5,000	-	0%
100	111	63652	Contract Services - HR	3,000	40,000	37,000	1233%
100	111		Organic Waste Regs (SB1383)		12,000	12,000	
100	111	64320	Municipal Code Service	5,000	10,000	5,000	100%
100	111		Records Retention		5,000	5,000	
100	111	64550	Member/Dues/Contributi		1,000	1,000	
100	111	64580	Misc. Expenses			-	
Total City Clerk				285,460	394,950	109,490	38%
100	120	61105	Payroll	120,000	180,000	60,000	50%
100	120	61124	PERS UAL	600	600	-	0%

100	120	61125	PERS Retirement	14,000	13,700	(300)	-2%
100	120	61130	Medicare	2,700	2,700	-	0%
100	120	61135	Dental Expense		1,600	1,600	
100	120	61140	Health Ins		21,800	21,800	
100	120	61145	Vision Ins		500	500	
100	120	61150	Workers Comp	10,600	9,400	(1,200)	-11%
100	120	61155	Wellness Program	600	500	(100)	-17%
100	120	61165	Deferred Compensation	7,000	12,000	5,000	71%
100	120	61175	Admin Leave	7,000	7,000	-	0%
100	120	61180	Auto Allowance	3,150	5,400	2,250	71%
100	120	62430	Office Supplies	1,530	1,530	-	0%
100	120	63605	Travel, Meals & Lodging		8,000	8,000	
100	120	63620	Liability/Prop Non-Dpt	1,200	11,800	10,600	883%
100	120	64550	Member/Dues/Contributic	2,500	3,500	1,000	40%
100	120	64565	Books and Periodicals	300	300	-	0%
100	120	64580	Misc Expenses				
		Total City Manager		171,180	280,330	109,150	64%
100	130	62310	Payroll Expense	1,100	3,500	2,400	218%
100	130	62320	Bank Service Charges	1,000	1,000	-	0%
100	130	62431	Accounting Software	3,200	3,200	-	0%
100	130	63625	Audit Services	35,000	35,000	-	0%
100	130	63645	Accounting Services	131,000	180,000	49,000	37%
		Total Audit/Treasurer		171,300	222,700	51,400	256%
100	150	63650	Contract Services -	220,000	225,000	5,000	2%
100	150	64560	Legal Advert	1,500	1,500	-	0%
		Total Legal		221,500	226,500	5,000	2%
100	160	63640	Planning Services	75,000	80,000	5,000	7%
100	160	63605	Travel, Meals & Lodging		3,000	3,000	
100	160	63640	Housing Element	130,000		(130,000)	-100%
		Total Planning & Buildi		205,000	83,000	(122,000)	-93%
100	180	63505	Repair/Maintenance	20,000	20,000	-	0%
100	180	63660	Janitorial Fund	2,000	2,100	100	5%
		Total Government		22,000	22,100	100	5%
100	190	62410	Materials/Supply	6,120	6,120	-	0%
100	190	63530	Telephone / Internet	1,120	1,120	-	0%
100	190	64550	Member/Dues/Contributic	11,000	13,000	2,000	18%
100	190	64580	Miscellaneous	1,000	1,000	-	0%
100	190	64930	S.M.I.P.	200	200	-	0%
100	190	64940	Sb 1473	100	100	-	0%
		Total Non-		19,540	21,540	2,000	18%
100	210	61105	Payroll	917,900	934,800	16,900	2%
100	210	61110	Overtime	70,000	70,000	-	0%
100	210	61120	Reserves Payroll	70,000	70,000	-	0%
100	210	61124	PERS UAL	78,600	94,400	15,800	20%
100	210	61125	PERS Retirement	115,500	117,600	2,100	2%
100	210	61126	Deferred Comp	-	36,000	36,000	
100	210	61130	Medicare	13,400	13,500	100	1%

100	210	61135	Dental Expense	21,100	21,100	-	0%
100	210	61140	Health Ins	240,900	261,800	20,900	9%
100	210	61145	Vision Ins	3,200	3,200	-	0%
100	210	61150	Workers Comp	171,700	118,700	(53,000)	-31%
100	210	61155	Wellness Program	5,200	5,000	(200)	-4%
100	210	61160	Uniform Allowance	10,000	10,000	-	0%
100	210	62410	Materials/Supply	10,000	45,000	35,000	350%
100	210	62420	Ammunition	1,000	4,000	3,000	300%
100	210	62430	Office Supplies	3,000	3,000	-	0%
100	210	62440	Special Supply Police	33,000	-	(33,000)	-100%
100	210	62460	PD Safety Equip Lease - Principal	16,500	20,700	4,200	25%
100	210	62710	Auto Ops - Supplies /	3,500	2,500	(1,000)	-29%
100	210	62720	Auto Ops - Fuel	26,000	26,000	-	0%
100	210	63505	Repair/Maintenance	10,000	14,000	4,000	40%
100	210	63530	Telephone / Internet	10,200	14,000	3,800	37%
100	210	63535	Website Design &	-	-	-	-
100	210	63540	Postage / Shipping	500	500	-	0%
100	210	63605	Training Police	10,000	10,000	-	0%
100	210	63605	Travel, Meals & Lodging	-	12,000	12,000	-
100	210	63620	Liability/Prop Non-Dpt	57,100	66,200	9,100	16%
100	210	63635	Contract Services - IT	5,000	5,000	-	0%
100	210	63652	Contract Services - HR	7,000	3,000	(4,000)	-57%
100	210	63660	Janitorial Fund	2,000	2,000	-	0%
100	210	63665	Radio Dispatch Police	77,520	85,000	7,480	10%
100	210	63730	Auto	14,000	14,000	-	0%
100	210	63820	Animal Regulation	500	500	-	0%
100	210	63830	Fund Jail & Prisoner	100	200	100	100%
100	210	63840	Acjis System Police	7,000	7,000	-	0%
100	210	64545	Personnel Recruit & Pre- Employment	3,500	3,000	(500)	-14%
100	210	64550	Member/Dues/Contributi	500	3,000	2,500	500%
100	210	64565	Books and Periodicals	1,200	900	(300)	-25%
			Total Police	2,016,620	2,097,600	80,980	4%
100	220	63810	Fire Seaside	200,850	201,000	150	0%
100	220	63820	Animal Regulation Fire	-	-	-	-
			Total Fire	200,850	201,000	150	0%
100	311	61105	Payroll	65,900	75,900	10,000	15%
100	311	61110	Overtime	3,000	3,000	-	0%
100	311	61124	PERS UAL	600	600	-	0%
100	311	61125	PERS Retirement	3,100	5,800	2,700	87%
100	311	61130	Medicare	1,000	1,100	100	10%
100	311	61135	Dental Expense	1,700	1,800	100	6%
100	311	61140	Health Ins	21,800	21,800	-	0%
100	311	61145	Vision Ins	300	300	-	0%
100	311	61150	Workers Comp	3,900	3,500	(400)	-10%
100	311	61155	Wellness Program	600	500	(100)	-17%
100	311	62410	Materials/Supply	16,505	16,500	(5)	0%
100	311	62430	Office Supplies	1,530	1,530	-	0%
100	311	62710	Auto Ops - Supplies /	2,500	2,500	-	0%
100	311	62720	Auto Ops - Fuel	4,000	4,000	-	0%

100	311	63505	Repair/Maintenance	22,000	41,000	19,000	86%
100	311	63515	Gabilan Crew	3,000	3,000	-	0%
100	311	63520	Utilities/Pge	12,000	12,000	-	0%
100	311	63525	Utilities/Water	2,500	2,500	-	0%
100	311	63620	Liability/Prop Non-Dpt	4,400	4,400	-	0%
100	311	63730	Auto	6,000	6,000	-	0%
100	311	64920	Storm Water Project -	23,000	23,000	-	0%
100	311	66735	Auto Replacement	-	-	-	
			Total Public	199,335	230,730	31,395	16%
100	411	61125	PERS Retirement	2,000	2,000	-	0%
100	411	62410	Materials/Supply	16,505	16,500	(5)	0%
100	411	63505	Repair/Maintenance	25,000	25,000	-	0%
100	411	63525	Utilities/Water	2,000	2,000	-	0%
100	411	63730	Auto	-	-	-	
			Total Parks &	45,505	45,500	(5)	0%
100	511	62410	Materials/Supply				
100	511	63955	Capital Improvements	140,000			
			Total Street Slurry	140,000	-	-	0%
100	516	63955	Capital Improvements	50,000			
			Total SBR Sewer	50,000	-	-	0%
100	517	63955	Capital Improvements	55,000			
			Total Solar City Hall	55,000	-	-	0%
Total Expense				3,833,525	3,858,060	269,535	7%
Net Income Before Other Financing				144,787	307,990	(81,797)	-2%
Other Financing Sources and Uses							
			Transfers In from Corona	50,000	-		
			Transfer Out - Prop 68 Gr.	-	(35,400)		
Total Other Financing Sources and Uses				50,000	(35,400)	-	0%
Net Income After Other Financing Sources				194,787	272,590	(81,797)	-2%

210 Gas Tax Fund

REVENUE

Fund	Dept	Account	Description	20-21 Budget Revised	21-22 Proposed	Increase (Decrease)	Percent Change
210	000	47010	Gas Tax 2103	10,000	12,000	2,000	20%
210	000	47020	Gas Tax 2105	7,500	8,800	1,300	17%
210	000	47030	Gas Tax 2106	6,500	8,400	1,900	29%
210	000	47040	Gas Tax 2107	9,000	11,200	2,200	24%
210	000	47050	Gas Tax 2107.5	1,000	1,000	-	0%
Total Gas Tax Revenue				34,000	41,400	7,400	91%

EXPENSE

210	311	63510	Street Sweeping	10,000	10,000	-	0%
210	311	63910	Street Lighting	15,000	15,000	-	0%
Total Gas Tax Expense				25,000	25,000	-	0%

Net Income Before Other Financing	9,000	16,400	7,400	91%
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**211 SB1 Fund
REVENUE**

Fund	Dept	nt	Accou Description	20-21 Budget Revised	21-22 Proposed	Increase (Decrease)	Percent Change
211	000		47777 SB 1 Funds	26,700	33,890	7,190	27%
Total SB1 Revenue				26,700	33,890	7,190	27%

EXPENSE

211	520		66??? Portola/Work walkway		35,000	35,000	
211	311		66??? Curb replacement		20,000	20,000	
Total Gas Tax Expense				-	55,000	55,000	0%

Net Income Before Other Financing	26,700	(21,110)	(47,810)	27%
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**212 Measure X Fund
REVENUE**

Fund	Dept	nt	Accou Description	20-21 Budget Revised	21-22 Proposed	Increase (Decrease)	Percent Change
212	000		47775 Measure X		76,000		
Total Measure X Revenue				-	76,000	-	0%

EXPENSE

212	610		65103 Principal - Measure X		76,000		
Total Measure X Expense				-	76,000	-	0%

Net Income Before Other Financing	-	-	-	0%
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**221 FORA Habitat Management Fund
REVENUE**

Fund	Dept	nt	Accou Description	20-21 Budget Revised	21-22 Proposed	Increase (Decrease)	Percent Change
221	000		47779 JCFA HCP Funds				
Total FOR A Habitat Management Revenue				-	-	-	0%

EXPENSE

Fund	Dept	nt	Accou Description	20-21 Budget Revised	21-22 Proposed	Increase (Decrease)	Percent Change
260	160		66310 Habitat Management		73,300		
Total CDBG Expense				-	73,300	-	0%

Net Income Before Other Financing	-	(73,300)	-	0%
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**311 Prop 68 Grant Fund
REVENUE**

Fund	Dept	nt	Accou Description	20-21 Budget Revised	21-22 Proposed	Increase (Decrease)	Percent Change
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311	Prop 68 Grant	141,600		
Total Prop 68 Grant Revenue		141,600	-	0%

EXPENSE

311	Park Improvements	177,000		
Total Prop 68 Grant Expense		177,000	-	0%

Revenues Over/Under Expenditures		(35,400)	-	0%
	Transfer in - General Fund	35,400		
Net Income After Other Financing		-	-	0%

321 SBR Engineering Fund

REVENUE

Fund	Dept	nt	Accou Description	20-21 Budget Revised	21-22 Proposed	Increase (Decrease)	Percent Change
321	000	47778	SBR Engineering	-	-	-	0%
Total 321 SBR Engineering Revenue				-	-	-	0%
Net Income Before Other Financing				-	-	-	0%

322 SBR/GJM Intersection Construction

REVENUE

Fund	Dept	nt	Accou Description	20-21 Budget Revised	21-22 Proposed	Increase (Decrease)	Percent Change
322	000	47771	FORA Contribution for SBR/GJM Intersection	-	-	-	0%
Total 321 SBR Engineering Revenue				-	-	-	0%
Net Income Before Other Financing				-	-	-	0%

323 SBR Construction

REVENUE

Fund	Dept	nt	Accou Description	20-21 Budget Revised	21-22 Proposed	Increase (Decrease)	Percent Change
323	000	47772	FORA Contribution for SBR Construction	-	-	-	0%
Total 321 SBR Engineering Revenue				-	-	-	0%
Net Income Before Other Financing				-	-	-	0%

RESOLUTION NO. 2021-19

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF DEL REY OAKS APPROVING THE
BUDGET FOR FISCAL YEAR 2021-2022

-oOo-

WHEREAS, the City of Del Rey Oaks staff is required to present a balanced budget prior to the start of each fiscal year which begins July 1 of the current year; and

WHEREAS, the City Staff works diligently to present a transparent, fiscally responsible, and balanced budget; and

WHEREAS, the Budget presented for Fiscal Year 2021-2022 is transparent, fiscally responsible, and balanced.

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Del Rey Oaks, California that the attached budget for FY 2021-22 is hereby approved.


PASSED AND ADOPTED at a regular meeting of the Del Rey Oaks City Council duly held on June 22, 2021 by the following vote:

AYES: Council Member Gaglioti, Council Member Donaldson, Council Member Shirley, Vice Mayor Lintell and Mayor Kerr

NOES:

ABSENT:

ABSTAIN:



Alison Kerr, Mayor

ATTEST:



Jeffrey J. Hoyne, Acting City Clerk

RESOLUTION NO. 2021-18
 A RESOLUTION OF THE CITY OF DEL REY OAKS ESTABLISHING
 SALARIES FOR THE FISCAL YEAR 2021-2022

BE IT RESOLVED by the City Council of the City of Del Rey Oaks, as follows:
 That for the fiscal year 2021-2022, commencing July 1, 2021 the following salary plan is adopted.

TITLE	STEP 1	STEP 2	STEP 3	STEP 4	STEP 5
City Manager	Per Contract				15,000.00
SEMI-MONTHLY					7,500.00
HOURLY RATE					86.54
Deputy City Clerk and Assistant to the	6,642.92	6,999.25	7,349.25	7,716.75	8,102.58
SEMI-MONTHLY	3,321.46	3,499.63	3,674.63	3,858.38	4,051.29
HOURLY RATE	38.32	40.38	42.40	44.52	46.75
Administrative Assistant	4,333.33	4,550.00	4,777.07	5,016.27	5,267.60
SEMI-MONTHLY	2,166.67	2,275.00	2,388.54	2,508.14	2,633.80
HOURLY RATE	25.00	26.25	27.56	28.94	30.39
Chief of Police	Per Contract				13,916.67
SEMI-MONTHLY					6,958.33
HOURLY RATE					80.29
Police Commander	7,031.08	7,401.17	7,790.75	8,200.83	8,610.92
SEMI-MONTHLY	3,515.54	3,700.58	3,895.38	4,100.42	4,305.46
HOURLY RATE	40.56	42.70	44.95	47.31	49.68
Police Sergeant	6,205.42	6,532.08	6,858.75	7,201.75	7,743.25
SEMI-MONTHLY	2,816.55	2,957.70	3,104.64	3,260.00	3,423.78
HOURLY RATE	35.80	37.69	39.57	41.55	44.67
Police Officer	5,351.75	5,633.50	5,914.00	6,209.75	6,520.25
SEMI-MONTHLY	2,675.88	2,816.75	2,957.00	3,104.88	3,260.13
HOURLY RATE	30.88	32.50	34.12	35.83	37.62
	4,020.98	4,222.02	4,436.11	4,657.81	4,888.20
Public Works Supervisor	5,130.00	5,400.00	5,685.00	5,985.00	6,317.91
SEMI-MONTHLY	2,565.00	2,700.00	2,842.50	2,992.50	3,158.96
HOURLY RATE	30.58	31.94	33.36	34.87	36.45
Temporary/Part Time Employees	Up to this amount, at the discretion of the City Manager				N/A
SEMI-MONTHLY					
HOURLY RATE					50.00

1. City Council Members shall be paid the sum of \$100.00 per month for attendance at all regular and special council meetings unless previously granted a leave of absence with pay, or unless excused by the Mayor.

2. All Employees of the City pay the full employee paid percent contribution to each employee's PERS account.

3. The Police Chief and City Manager's salaries are per individual contract.

4. Police Reserve officers are paid at a rate of \$30.00 per hour worked.

PASSED AND ADOPTED at a regular meeting of the Del Rey Oaks City Council duly held on June 22, 2021 by the following vote:

AYES: Council Member Gaglioti, Council Member Donaldson, Council Member Shirley, Vice Mayor Lintell and Mayor Kerr

NOES:

ABSENT:

ABSTAIN:

Attest:


 Alison Kerr, Mayor


 Jeffrey J. Hoyne, Acting City Clerk

RESOLUTION NO. 2021 - 15

A RESOLUTION OF THE CITY OF DEL REY OAKS ESTABLISHING A POSITION CONTROL LIST FOR THE FISCAL YEAR 2021-2022

-oOo-

Position	Actual 2019-20	Proposed 2020-21	Proposed 2021-22
City Manager	1.00	1.00	1.00
Deputy City Clerk & Assistant to the City Manager	0	0	1.00
Deputy City Treasurer	0.00	1.00	0.00
Assistant to the City Manager	1.00	0.00	0.00
Deputy City Clerk	1.00	1.00	0.00
Administrative Assistant	.50	.50	1.50
Chief of Police	1.00	1.00	1.00
Commander	1.00	1.00	1.00
Sergeant	3.00	3.00	3.00
Police Officer	6.00	(1 frozen) 5.00	(1 frozen) 5.00
Public Works Supervisor	1.00	1.00	1.00
Total Positions	15.50	14.50	14.50

PASSED AND ADOPTED at a regular meeting of the Del Rey Oaks City Council duly held on June 22, 2021, by the following vote:

AYES: Council Member Gaglioti, Council Member Donaldson, Council Member Shirley, Vice Mayor Lintell and Mayor Kerr

NOES:

ABSENT:

ABSTAIN:


Alison Kerr, Mayor

ATTEST:


Jeffrey J. Hoyne, Acting City Clerk

RESOLUTION NO. 2021-20

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF DEL REY OAKS ESTABLISHING AN APPROPRIATIONS LIMIT FOR THE FISCAL YEAR 2021-2022 PURSUANT TO ARTICLE XIII B OF THE CALIFORNIA CONSTITUTION

-oOo-

WHEREAS, Article XIII B of the California Constitution provides that the total annual appropriations subject to limitation of each governmental entity, including this City, shall not exceed the appropriation limit of such entity of government for the prior year adjusted for changes in the cost of living or personal income and population, except as otherwise provided for in said Article XIII B and implementing State statutes; and

WHEREAS, pursuant to said Article XIII B of said California Constitution, and 7900 et seq. of the California Government Code, the City is required to set its appropriations limit for each fiscal year; and

WHEREAS, the City Council of the City of Del Rey Oaks has interpreted the technical provisions of said Proposition 4 computations and has caused a technical review to be made of the documentation for the City's said appropriation limitation, and has caused the numbers upon which the City's appropriation limit was and is based to be calculated on the basis of increase/decrease in city or county population; and

WHEREAS, based on such calculations the City Clerk has determined the said appropriation limit and pursuant to Section 7910 of said California Government Code has made available to the public the documentation used in the determination of said appropriation limit;

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Del Rey Oaks, California that said appropriation limit for fiscal year 2021-2022 shall be and is hereby set in the amount of \$5,030,025 for said fiscal year. The Appropriations from Proceeds of Taxes Subject to the Limit is \$2,684,847.

Therefore, the City's Appropriations Subject to the Limit are under the Appropriations Limit.

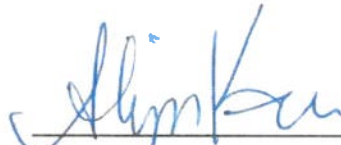
PASSED AND ADOPTED at a regular meeting of the Del Rey Oaks City Council duly held on June 22, 2021 by the following vote:

AYES: Council Member Gaglioti, Council Member Donaldson, Council Member Shirley, Vice Mayor Lintell and Mayor Kerr

NAYS:

ABSENT:

ABSTAIN:



Alison Kerr, Mayor

ATTEST:



Jeffrey J Hoyne, City Clerk

RESOLUTION NO. 2021-17

A RESOLUTION OF THE CITY OF DEL REY OAKS ESTABLISHING A PROMOTION FUND FOR THE FISCAL YEAR 2021-2022

-oOo-

BE IT RESOLVED by the City Council of the City of Del Rey Oaks, as follows: That for the promotion and advertising of the City for the fiscal year 2021-2022 there is appropriated the sum of \$1,500.00, payable at the monthly rate of \$125.00, which shall be paid to the Mayor, for her discretionary use, as other claims are paid by the City. Said sum shall be paid monthly without itemization. Said sum shall be charged to the Advertising and Promotion Funds of said City.

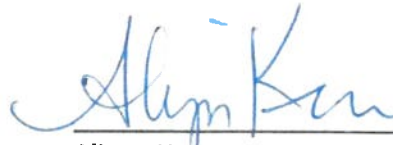
PASSED AND ADOPTED at a regular meeting of the Del Rey Oaks City Council duly held on June 22 2021, by the following vote:

AYES: Council Member Gaglioti, Council Member Donaldson, Council Member Shirley, Vice Mayor Lintell and Mayor Kerr

NOES:

ABSENT:

ABSTAIN:



Alison Kerr, Mayor

ATTEST:



Jeffrey J. Hoyne, Acting City Clerk

RESOLUTION NO. 2021-14

A RESOLUTION ADOPTING A FEE SCHEDULE FOR CERTAIN CHARGES FOR CITY SUBDIVISION,
PLANNING AND RELATED SERVICES AND CERTAIN CHARGES FOR CITY SERVICES

-oOo-

BE IT RESOLVED by the City Council of the City of Del Rey Oaks that attached Exhibit A
Planning and Related Fee Schedule for subdivisions, planning and other related services furnished
by the City, is hereby adopted, effective immediately.

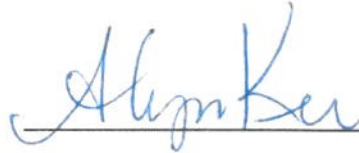
PASSED AND ADOPTED by the City Council of the City of Del Rey Oaks at a regular meeting
duly held on June 22, 2021, by the following vote:

AYES: Council Member Gaglioti, Council Member Donaldson, Council Member Shirley, Vice
Mayor Lintell and Mayor Kerr

NOES:

ABSENT:

ABSTAIN:



Alison Kerr, Mayor

ATTEST:



Jeff Hoyne, City Clerk