Proposed Budget Introduction FY 2019/20

May 28, 2019

Addressing Community Priorities

- Maintain Financial Stability & Fiscal Accountability
- ► Maintain Core Services, including Hercules Police Department
 - Continues Two Grant Funded Police Officers and One Officer added in FY 2018/19
 - Provides additional resources to meet new mandates
 - Addresses succession planning needs
- Attract Businesses to Hercules/Support Quality Development
- ► Continues to Set-aside Funds for High Priority Needs

Transition Years

- First Development Project generated on-going revenues start to flow in the last quarter of 2019/20 fiscal year.
- ► This year and next projected to have an operating deficit in the General Fund as other new revenues come on-line
- ► Sufficient one-time monies/fund balance available to cover operating deficit without needing to use reserves.
- ► Anticipated that the budgeted Operating Deficit can be reduced as the Fiscal Year progresses by higher revenues and expense control.

Budget Highlights

Proposed General Fund Base Budget Before Decision Packages

Revenues: \$15,385,142

Expenditures: \$15,864,500

Operating Deficit \$ 479,358

- Proposed Total City Budget of \$40.2 million including Capital Projects
- Emphasis on Identifying On-Going versus One-Time Monies
- Proposed General Fund Operating Budget with Decision Packages-Ending Available Cash Balance of \$105,470
- No Transfer from Fiscal Neutrality Fund Necessary
- One-Time Fund Balance Available to Meet High Priority Needs

Budget Development Process

- Based on Statement of Financial Principles and Policies
- Built From FY 2017-18 Year End Actuals
 - Higher Revenues
 - Controlled Expenses
- ► FY 2018-19 Year End Projections
- Status Quo Assumed for FY 2019-20 General Fund Base Budget
 - Revenues Updated
 - Expenditures Modified for Unavoidable Cost Increases/Minor Line Item Adjustments/Planned Changes
 - Higher Retirement Costs based on CalPERS actuarial valuation report
 - Higher Healthcare (3% increase from FY 18-19)
 - 1% of salaries employer paid contribution to the Pension Section 115 Trust
- Addendums & Corrections Forthcoming

Budget Development Process

- Carry Over Decision Packages from Prior/Current Years
- Proposed Changes are Set forth in Decision Packages
 - General Fund Operating Budget Decision Packages
 - General Fund Balance Decision Packages
- Budget Referrals Respond to City Council Questions/Suggestions
- City Manager Recommended Budget is Base General Fund Budget and Identified Decision packages
- Budget Balancing Worksheet Presents City Manager Recommended General Fund Budget

Budget Development Process

- ► City Council Reviews Updated Long Term Forecast April 9, 2019
- ► Finance Commission Budget Preview May 20, 2019
- Council Budget Introduction May 28, 2019
- City Council Budget Public Hearing June 11, 2019
- ► Finance Commission Review June 17, 2019
- ► Council Continued Public Hearing & Budget Adoption June 25, 2019

Carry Over General Fund Decision Packages

DP16-1	Records Management (OT)	\$50,000
DP 18-10	Implement Citywide Cash Receipt	
	System and Training (OT)	\$25,000
DP 18-12	Naviline Financial System	
	Upgrade (OT)	\$40,000
DP 19-4	Comprehensive Class & Comp	
	Study (OT)	\$60,000
DP 19-14	Upgrade of Personnel Rules (OT)	\$25,000
BR 17-1	Hazard Mitigation Plan and	
	Climate Adaptation Strategy (OT)	\$40,000

General Fund Operating Budget Decision Packages

			<u>TOTAL</u>	<u>ON-GOING</u>	<u>ONE-TIME</u>
		Police Department Over Hire	65,000		65,000
2.	DP #20-2:	Golf Club Fund	10,000		10,000
_		Revenue Increase	(10,000)		(10,000)
3.	DP #20-3:	Employee Labor Agreements	511,703	223,023	288,680
4.		AED's for Childcare Sites & Recreation Facilities	15,000		15,000
	DP #20-5:	Upgrade Patio at Community Center			
5.	(Recommer	nded Parks DIF)	-		-
6.	DP #20-6:	Pool Cover Reel	8,000		8,000
[*] 7.	DP #20-7:	Secure Filing Cabinets for Human Resources	5,000		5,000

General Fund Operating Budget Decision Packages

		<u>TOTAL</u>	<u>ON-GOING</u>	<u>ONE-TIME</u>
•	DP #20-8: Replace Chairs in City Hall Conference			
8.	Room (Not Recommended)	0		0
•	DP #20-9: Police Department Cell Phones Pool Cover			
9.	Reel (Recommended Asset Forfeiture)	0		0
10.	DP #20-10: Star Chase	0		0
•	DP #20-11: Police Support Specialist (Recommneded			
_11.	as P/T)	34,000	34,000	
12.	DP #20-12: Traffic Enforcement Motorcycle	40,000		40,000
•	DP #20-13: Police Executime Advanced Scheduling			
_13.	Module	23,910	2,705	21,205
14.	DP #20-14: Police Administrative Commander	13,841	13,841	

General Fund Balance Decision Packages

1.	Capital	Projects	Designation	\$0
				·

- 2. Reserve for Restricted Planning Funds \$125,826
- 3. OPEB Trust Contribution \$100,000
- 4. Pension IRS Section 115 Trust \$250,000
- 5. Addition to Fiscal Neutrality Reserve \$238,055

Budget Referrals

- ► No Budget Referrals Included at Introduction
- Additional Budget Referrals to be provided
- City Council to consider at Budget Adoption

Budget Balancing Worksheet

 City Manager Recommended Decision Packages Reflected. Will be Used to Reflect City Council Decisions as Made to Ensure a Balanced Budget.

	AS APPROVED BY CITY COUNCIL ON JUNE 28	TOTAL	ON-GOING	ONE-TIME
General Fund Working Cash 3,273,499 Fiscal Neutrality Fund Working Cash July 1, 2019 General Fund and Fiscal Neutrality 7,077,659 5,277,659	Stimated Reginning Working Cash July 1, 2019 General Fund and Fiscal Neutrality Fund	TOTAL	ON-GOING	ONE-TIME
Fiscal Neutrality Fund Working Cash July 1, 2019 General Fund and Fiscal Neutrality 7,071,599		3 273 949		
Stimated Beginning Working Cash July 1, 2019 General Fund and Fiscal Neutrality 7,071,599				
Reserve for Economic Uncertainty in 25% target (3,797,650)				
Reserve for Earthquake Insurance Deductible (500,000)				
Reserve for Capital Projects Reserve for Building Reserve for Reusable Bags (remaining) Reserve for Reusable Bags (remaining) Reserve for PEG Pee Carryover prior year decision packages DP #16-1. Record Management Leave Carryover prior year decision packages DP #16-1. Record Management Leave Carryover prior year decision packages DP #16-1. Record Management Leave Carryover prior year decision packages DP #18-1. Record Management Leave Carryover prior year decision packages DP #18-1. Record Management Leave Carryover prior year decision packages DP #18-1. Record Management Leave Carryover prior year decision packages DP #18-1. Record Management DP #18-1. Record Minigation Plan and Climate Adaptation Strategy Leave Carryover prior packages DP #18-1. Hazard Mitigation Plan and Climate Adaptation Strategy Leave Carryover prior Plan Plan Plan Plan Plan Plan Plan Plan				
Reserve for Flanning (699,174) (21,800)				
Reserve for Building (21,300) Reserve for Bruilding (19,000) Reserve for PEC Fees (70,000) (19,000) Reserve for PEC Fees (70,000) (19,				
Reserve for Peusable Bags (remaining)				
Reserve for PEG Fees (70,000)				
Carryover prior year decision packages DP #16-1: Record Management CS0,000 DP #18-10: Implement a Citywide Cash Receipt System and Training CS0,000 DP #18-10: Implement a Citywide Cash Receipt System and Training CS0,000 DP #19-4: Comprehensive Class & Comp Study Implementation C60,000 DP #19-4: Comprehensive Class & Comp Study Implementation C60,000 DP #19-4: Update of Personnel Rules C80,000 DP #19-4: Update of Personnel Rules C80,000 DP #17-1: Hazard Mritigation Plan and Climate Adaptation Strategy C80,000 DP #17-1: Hazard Mritigation Plan and Climate Adaptation Strategy C80,000 DP #17-1: Hazard Mritigation Plan and Climate Adaptation Strategy C80,000 DP #17-1: Hazard Mritigation Plan and Climate Adaptation Strategy C80,000 C80,000 DP #17-1: Hazard Mritigation Plan and Citractions C80,000 C80,000 DP #17-1: Hazard Addendums and Corrections C80,000 C80,				
DP #16-1; Record Management		(, =,===)		
DP #18-10: Implement a Citywide Cash Receipt System and Training DP #19-14: Comprehensive Class & Comp Study Implementation Geo. 000		(50,000)		
DP #18-12: Naviline Financial System Upgrade				
DP #19-4: Opmprehensive Class & Comp Study Implementation (60,000) DP #19-14: Update of Personnel Rules (30,000) Stimated Beginnia, Available Verking Cash July 1, 2019 1,268,975 1,268,975 1,268,975 Add: Revenue After Addendums and Corrections 16,109,142 Doe-Ging				
DP #19-14: Update of Personnel Rules				
DP #17-1: Hazard Mitigation Plan and Climate Adaptation Strategy 1,268,975				
Add: Revenue After Addendums and Corrections				
On-Going One-Time: RPTTP City Pass-Through 389,00 389,00 389,00 One-Time: Successor Agency Administration 135,00 One-Time: Successor Agency Administration 135,00 One-Time: Successor Agency Administration 135,00 One-Time: Successor Agency Administration 0.5,00 One-Time: Successor Agency Administration 0.5,00 One-Time: Successor Agency Administration 0.5,00 One-Time: City Manager Contract (44,000) (44,000) One-Time: City Manager Contract (479,358) 745,00 One-Time: City Manager Contract (44,000) (44,0	stimated Beginning Available Working Cash July 1, 2019			1,268,975
On-Going One-Time: RPTTP City Pass-Through 389,00 389,00 389,00 One-Time: Successor Agency Administration 135,00 One-Time: Successor Agency Administration 135,00 One-Time: Successor Agency Administration 135,00 One-Time: Successor Agency Administration 0.5,00 One-Time: Successor Agency Administration 0.5,00 One-Time: Successor Agency Administration 0.5,00 One-Time: City Manager Contract (44,000) (44,000) One-Time: City Manager Contract (479,358) 745,00 One-Time: City Manager Contract (44,000) (44,0	Add: Revenue After Addendums and Corrections	16,109,142		
One-Time: Sales Tax		1 1	15,385,142	
One-Time: Recessor Agency Administration 135,00 155			.,,	200.000
One-Time: Successor Agency Administration 135,00 65,000 65,000 65,000 65,000 65,000 65,000 65,000 65,000 65,000 65,000 65,000 65,000 60				389,000
Subtract: Expense After Addendums and Corrections				135,000
On-Going		65,000		65,000
On-Going	Subtract: Expense After Addendums and Corrections	(15.864.500)		
One-time: City Manager Contract		(15,004,500)	(15.864.500)	
Surplus/(Deficit) 265,642 (479,358) 745,00		(44,000)	(13,004,300)	(44,000)
ubtotal: Estimated Available Working Cash Before Decision Packages June 30, 2020 1,534,617 (479,358) 2,013,97 ccommended Decision Packages (7. DP #20-1: Police Department Over Hire 65,000 65,000 7. DP #20-1: Police Department Over Hire 65,000 10,000 8. DP #20-2: Golf Club Fund 10,000 10,000 8. DP #20-3: Employee Labor Agreements 511,703 223,023 288,6 7. DP #20-4: AED's for Childcare Sites & Recreation Facilities 15,000 15,000 15,00 7. DP #20-4: Degrade Patio at Community Center (Recommended Parks DIF) 0 6 6,000 8,000 8,00 8. DP #20-6: Pool Cover Reel 8,000 8,000 8,00 8,00 8,00 7. DP #20-7: Secure Filing Cabinets for Human Resources 5,000 5,00 5,00 5,00 8. DP #20-8: Replace Chairs in City Hall Conference Room (Not Recommended) 0 0 6 7 7. DP #20-10: Star Chase 0 0 0 0 7 10 DP #20-10: Star Chase 0 0 0 10 10 10 10 10	One-time. City Wainager Contract	(44,000)		(44,000)
Commended Decision Packages	Surplus/(Deficit)	265,642	(479,358)	745,000
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1. DP #20-1: Police Department Over Hire 65,000 65,00 2. DP #20-2: Golf Club Fund 10,000 10,000 3. DP #20-3: Employee Labor Agreements 511,703 223,023 288,66 4. DP #20-4: AED's for Childcare Sites & Recreation Facilities 5511,703 223,023 288,66 5. DP #20-4: AED's for Childcare Sites & Recreation Facilities 15,000 15,00 5. DP #20-5: Uggrade Patio at Community Center (Recommended Parks DIF) 0 0 6. DP #20-6: Pool Cover Reel 8,000 8,00 7. DP #20-7: Secure Filing Cabinets for Human Resources 5,000 5,00 8. DP #20-8: Replace Chairs in City Hall Conference Room (Not Recommended) 0 0 7. DP #20-9: Police Department Cell Phones Pool Cover Reel (Recommended Asset Forfeiture) 0 0 10. DP #20-10: Star Chase 0 0 11. DP #20-10: Star Chase 0 0 11. DP #20-11: Police Support Specialist (Recommended as P/T) 34,000 34,000 12. DP #20-13: Police Executi	Pecommended Decision Packages			
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Revenue Increase	72 DP #20.2: Golf Club Fund			10,000
73. DP #20-3: Employee Labor Agreements 511,703 223,023 288,68 74. DP #20-4: AED's for Childcare Sites & Recreation Facilities 15,000 15,000 75. DP #20-5: Upgrade Patio at Community Center (Recommended Parks DIF) 0 8,000 76. DP #20-6: Pool Cover Reel 8,000 8,00 77. DP #20-7: Secure Filing Cabinets for Human Resources 5,000 5,000 78. DP #20-8: Replace Chairs in City Hall Conference Room (Not Recommended) 0 0 79. DP #20-9: Police Department Cell Phones Pool Cover Reel (Recommended Asset Forfeiture) 0 0 710. DP #20-10: Star Chase 0 0 711. DP #20-11: Police Support Specialist (Recommended as P/T) 34,000 34,000 712. DP #20-12: Traffic Enforcement Motorcycle 40,000 40,00 713. DP #20-13: Police Executime Advanced Scheduling Module 23,910 2,705 21,20 714. DP #20-14: Police Administrative Commander 13,841 13,841 13,841 General Fund Balance Decision Packages 125,826 125,826				
74. DP #20-4: AED's for Childcare Sites & Recreation Facilities 15,000 15,00 75. DP #20-5: Upgrade Patio at Community Center (Recommended Parks DIF) 0 76. DP #20-6: Pool Cover Reel 8,000 8,00 77. DP #20-7: Secure Filing Cabinets for Human Resources 5,000 5,00 78. DP #20-8: Replace Chairs in City Hall Conference Room (Not Recommended) 0 0 79. DP #20-9: Police Department Cell Phones Pool Cover Reel (Recommended Asset Forfeiture) 0 0 710. DP #20-10: Star Chase 0 0 711. DP #20-11: Police Support Specialist (Recommneded as P/T) 34,000 34,000 712. DP #20-12: Traffic Enforcement Motorcycle 40,000 40,00 713. DP #20-13: Police Executime Advanced Scheduling Module 23,910 2,705 21,20 714. DP #20-14: Police Administrative Commander 13,841 13,841 13,841 14. DP #20-12: Capital Projects Fund - - - 72. GFDP #20-13: Capital Projects Fund - - - - 73. GFDP #20-2: Reserve for Restricted Planning Funds 125			223 023	
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79. DP #20-9: Police Department Cell Phones Pool Cover Reel (Recommended Asset Forfeiture) 0 710. DP #20-10: Star Chase 0 711. DP #20-11: Police Support Specialist (Recommeded as P/T) 34,000 712. DP #20-12: Traffic Enforcement Motorcycle 40,000 40,00 713. DP #20-13: Police Executime Advanced Scheduling Module 23,910 2,705 21,20 714. DP #20-14: Police Administrative Commander 13,841 13,841 13,841 1 GFDP #20-1: Capital Projects Fund - - 72. GFDP #20-1: Capital Projects Fund - - 73. GFDP #20-2: Reserve for Restricted Planning Funds 125,826 125,83 73. GFDP #20-3: OPEB Trust Contribution 100,000 100,00 74. GFDP #20-4: Pension IRS Section 115 Trust 250,000 250,00 75. GFDP #20-5: Contribution to Fiscal Neutrality 236,867 236,867 75. GFDP #20-5: Contribution to Fiscal Neutrality 273,569 1,155,5° Surplus/(Deficit) After Decision Packages/Budget Referrals 105,470 (752,927)				3,000
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712. DP #20-12: Traffic Enforcement Motorcycle 40,000 40,00 713. DP #20-13: Police Executime Advanced Scheduling Module 23,910 2,705 21,20 714. DP #20-14: Police Administrative Commander 13,841 13,841 Insert Fund Balance Decision Packages 71. GFDP #20-1: Capital Projects Fund - 72. GFDP #20-2: Reserve for Restricted Planning Funds 125,826 125,82 73. GFDP #20-3: OPEB Trust Contribution 100,000 100,00 74. GFDP #20-4: Pension IRS Section 115 Trust 250,000 250,00 75. GFDP #20-5: Contribution to Fiscal Neutrality 236,867 236,867 Total: Decision Packages 1,429,147 273,569 1,155,5° Surplus/(Deficit) After Decision Packages/Budget Referrals 105,470 (752,927) 858,39			24 000	U
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Total: Decision Packages				21,203
1. GFDP #20-1: Capital Projects Fund - 7. GFDP #20-2: Reserve for Restricted Planning Funds 125,826 125,82 3. GFDP #20-3: OPEB Trust Contribution 100,000 100,000 4. GFDP #20-4: Pension IRS Section 115 Trust 250,000 250,00 7. GFDP #20-5: Contribution to Fiscal Neutrality 236,867 236,86 Total: Decision Packages 1,429,147 273,569 1,155,5° Surplus/(Deficit) After Decision Packages/Budget Referrals 105,470 (752,927) 858,39	14. DT #20-14. Fonce Administrative Communici	13,641	13,841	
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73. GFDP #20-3: OPEB Trust Contribution 100,000 100,00 74. GFDP #20-4: Pension IRS Section 115 Trust 250,000 250,00 75. GFDP #20-5: Contribution to Fiscal Neutrality 236,867 236,867 Total: Decision Packages 1,429,147 273,569 1,155,5° Surplus/(Deficit) After Decision Packages/Budget Referrals 105,470 (752,927) 858,3°		-		
74. GFDP #20-4: Pension IRS Section 115 Trust 250,000 250,000 75. GFDP #20-5: Contribution to Fiscal Neutrality 236,867 236,867 Total: Decision Packages 1,429,147 273,569 1,155,5° Surplus/(Deficit) After Decision Packages/Budget Referrals 105,470 (752,927) 858,39				125,826
75. GFDP #20-5: Contribution to Fiscal Neutrality 236,867 236,867 Total: Decision Packages 1,429,147 273,569 1,155,57 Surplus/(Deficit) After Decision Packages/Budget Referrals 105,470 (752,927) 858,39				100,000
Total: Decision Packages				250,000
Total: Decision Packages				236,867
		1,429,147	273,569	1,155,578
	Surplus/(Deficit) After Decision Packages/Budget Referrals	105,470	(752,927)	858,397
	<u> </u>			858,397

Special & Enterprise Fund Budget Highlights

Landscape & Lighting Districts

The City Council elected to ballot in 2019 in Zone 1 to eliminate cumulative deficit and to finance the replacement of streetlights over 10 years, and Zone 7 to replace the balance of the streetlights with a 10 year repayment schedule.

Capital Projects Fund

Storm Water Fund

Continues to see increased costs due to State mandates. Recycling related revenue is being used to offset a portion of its operating deficit. Remaining deficit is covered by the General Fund.

4. Vehicle Replacement

Six new vehicles are proposed to replace existing vehicles that are way passed their useful life.

Capital Improvement Project Highlights

- Parks and Open Space
 - Refugio Lake Dredging \$320,000
 - Resurface Refugio Park Tennis Courts \$140,000
- Streets and Sidewalks
 - Annual Sidewalk Replacement Program \$50,000
 - Annual Street Maintenance \$690,000
 - Pedestrian Enhancement at Sycamore & San Pablo \$20,000
 - Repair to Local Street from Garbage Truck Impacts \$100,000
 - ▶ Pedestrian Enhancements at Sycamore & Civic \$92,200
 - John Muir Parkway Sidewalk \$100,000
 - Willow/Palm Sidewalk \$116,600

Capital Improvement Project Highlights

- Street and Sidewalk (Cont'd)
 - ▶ LLAD 83-2 Zone 1 Hercules by The Bay Streetlight Replacement \$310,000
 - LLAD 83-2 Zone 7 Refugio Heights Streetlight Replacement \$408,000
 - Business Park Landscaping Improvements \$381,000
- Waste Water
 - Repair Infiltration and Inflow- \$350,000
 - Upgrade/Expand Pinole/Hercules Wastewater Treatment Plant -\$6,000,000
 - Rehabilitate Lift Stations \$250,000
 - Replace/Repair 24" Sewer Main Line -\$8,000,000
 - ▶ Parallel 12" Force Main Industrial Lift Station \$150,000

Capital Improvement Project Highlights

- Facilities
 - ► Awning for Corporation Yard Modular Building \$14,000
- 2. Intermodal Transit Center \$1,396,000

Questions & Comments

As appropriate, questions and comments will become budget referrals

