



EUREKA

❖ C A L I F O R N I A ❖

2020-21 Proposed Budget



Proposed ANNUAL BUDGET

July 1st, 2020 – June 30th, 2021

Mayor

Susan Seaman

Councilmembers

Ward 1 **Leslie Castellano** *Ward 4* **Austin Allison**

Ward 2 **Heidi Messner** *Ward 5* **Kim Bergel**

Ward 3 **Natalie Arroyo**

City Manager (Acting)

Pam Powell



City Wide Organizational Chart

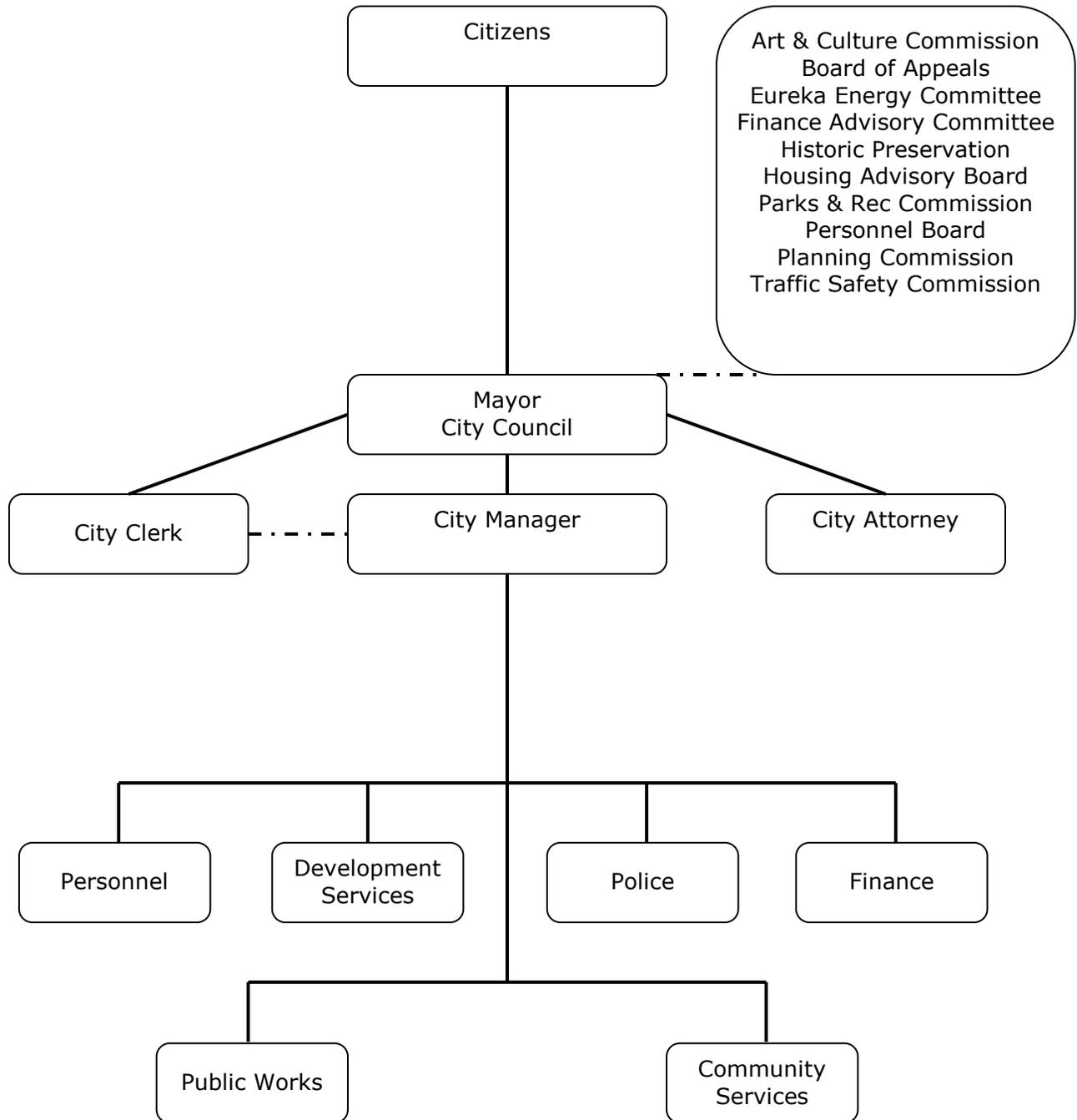


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Section A:

Introduction

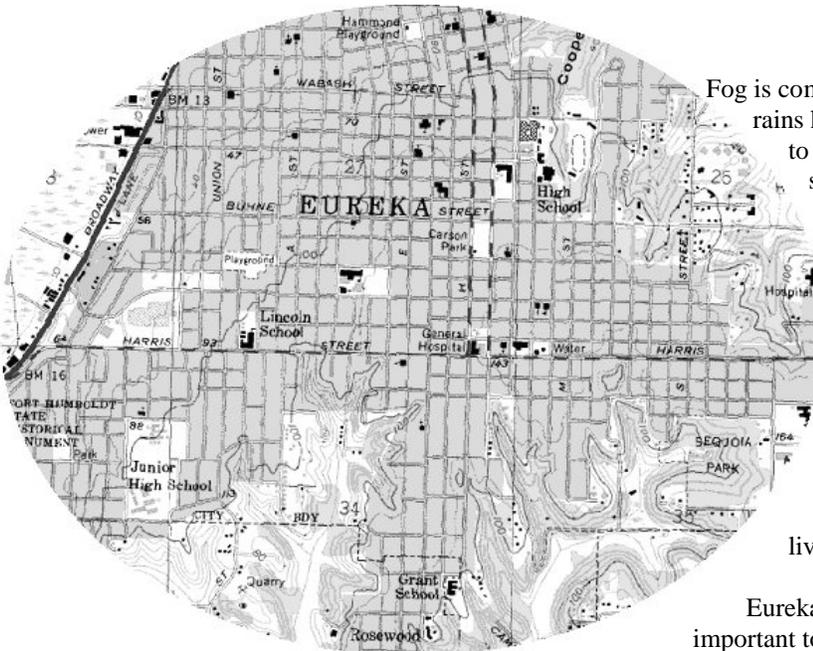
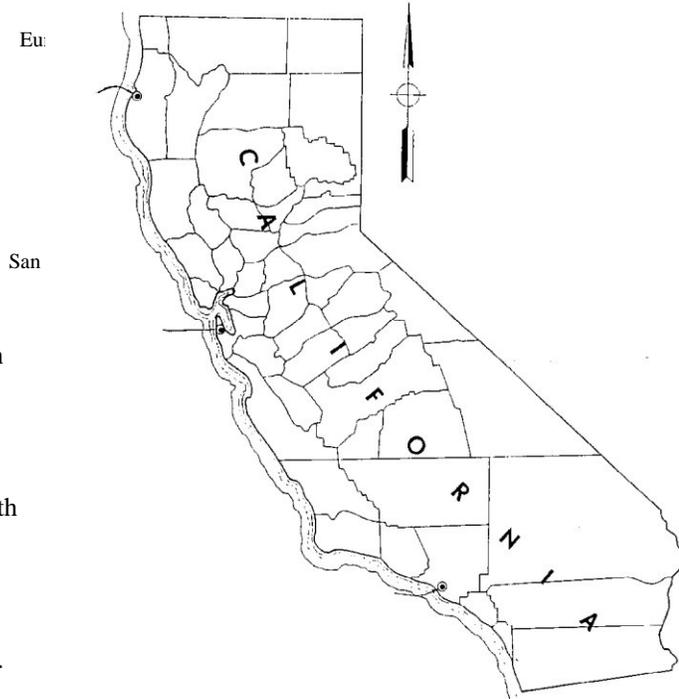
Community Profile

Bustling into Western history during the famous California Gold Rush, the City of Eureka thrived for many years on the area's rich abundance of redwood timber. Quickly establishing itself as the commercial hub of the North Coast, Eureka fused a stunning array of Victorian architecture with the rugged beauty of the Northwest to create a truly unique community.

Today, Eureka is an established *State Historical Landmark* due to the presence of so many examples of Victorian and other "period" architecture. Many of these homes and buildings have been preserved and painstakingly restored. Eureka still maintains the highest level of Victorian homes per capita in California.

Eureka is located on Humboldt Bay, with the Pacific Ocean to the west and mountains and forests to the east, north, and south. It is the North Coast's largest coastal town north of San Francisco and the central location for the area's government, commerce and culture.

A moderate climate prevails, summer and winter.



Fog is common. Bring your umbrella, because it rains here - fall, winter, and spring. Due to the geographical diversity of the area, summer temperatures in the nearby mountains and in Southern Humboldt County, just minutes from Eureka, range into the 90's.

Eureka's population is approximately 26,946. Another 14,000 reside immediately adjacent to the city limits. Hence, the greater Eureka population is approximately 41,000. About 100,000 people, or 85 percent of Humboldt County's total population, live within a 20-mile radius of Eureka.

Eureka and the nearby cities reflect what is important to our community - family, work, the outdoors, the environment, the arts, and community service. In Humboldt County the lifestyle is relaxed. Many

residents live in rural settings, away from neighbors, yet within minutes of jobs, schools, rivers, woods, and the beach. Traffic jams and crowded beaches don't exist and natural beauty is available at every turn.

Community Profile

Shopping, services, and recreation are abundant in Eureka. As “the hub city” for Northwestern California, Eureka offers a broad range of cultural resources and amenities such as museums, libraries, parks, galleries, theaters, fitness and recreational facilities along with retail outlets, medical care, automotive services, restaurants, accommodations, professional, and technical services.

Fun and fitness are valued in Humboldt County, but activities aren't limited to golf, tennis, dancing, swimming, bicycling, organized sports, or classes. National and state parks, National Forests, acreage managed by the Bureau of Land Management, and proximity to rivers and wilderness areas provide terrific hiking, hunting, fishing, sailing, rafting, and camping. The Eureka area is also especially attractive to recreational and sports enthusiasts, boasting some of the most exciting ocean and river fishing in the world.

Eureka's visitors enjoy friendly and unpretentious attitudes among the people they meet.

People are generous here and many examples of this generosity and commitment to community exist in Eureka, where people live and work together to build community assets.

The raw pioneer spirit that grabbed opportunity at every chance has evolved into a more sophisticated version - a version that looks at the new century demands of tomorrow. Our residents are active in business and government giving the community a vision of the future. City and community leaders along with governmental agencies are setting a swift and concerted pace on behalf of the community to achieve exceptional progress. They acknowledge that the whole is greater than the sum of the parts because Eureka is a place where voices and viewpoints are heard.



**The Government Finance Officers Association
of the United States and Canada**

presents this

CERTIFICATE OF RECOGNITION FOR BUDGET PREPARATION

to

**Finance Department
City of Eureka, California**



The Certificate of Recognition for Budget Preparation is presented by the Government Finance Officers Association to those individuals who have been instrumental in their government unit achieving a Distinguished Budget Presentation Award. The Distinguished Budget Presentation Award, which is the highest award in governmental budgeting, is presented to those government units whose budgets are judged to adhere to program standards.

Executive Director

Christopher P. Morill

Date

November 11, 2019

Section B:

Budget Graphs & Summaries

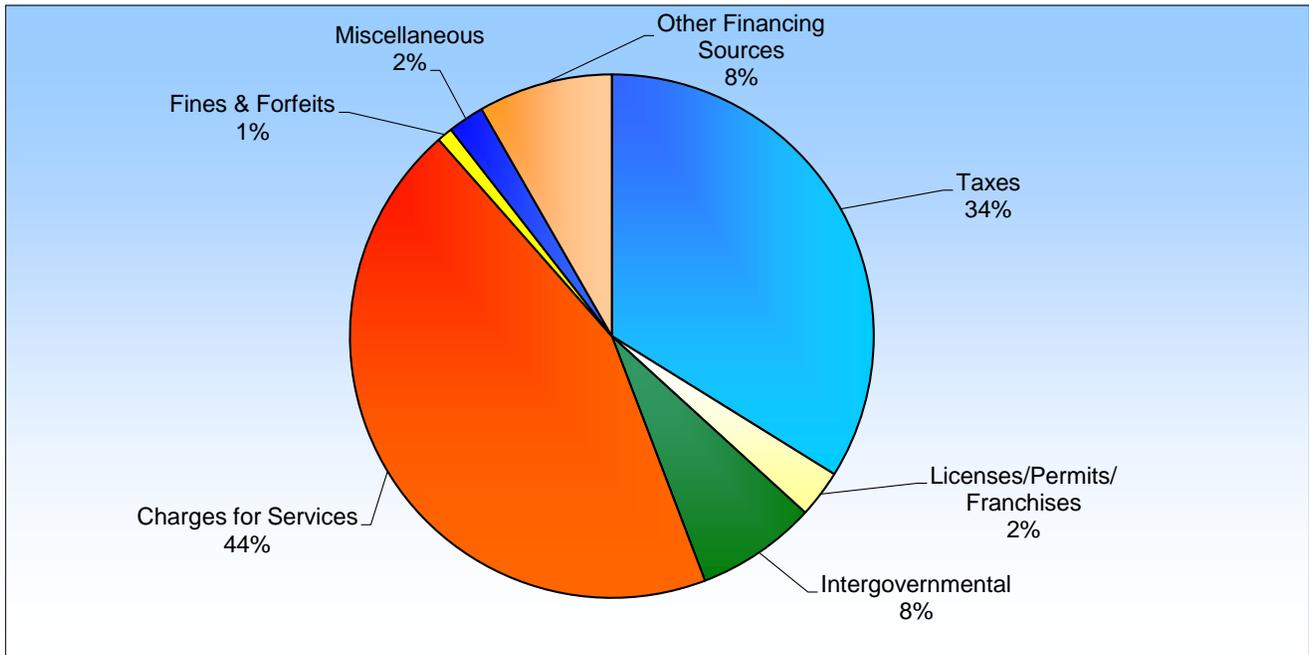
Budget Graphs & Summaries - Overview

The budget charts and tables in this section highlight key financial relationships and trends. This section summarizes the budget document with the following charts and tables:

- Summary of Revenue by Source
- Revenue Summary by Fund Type
- Summary of Operating Program Expenditures by Type
- Summary of Operating Program Expenditures by Function
- Operating Expenditures Summary by Department
- General Fund Sources
- General Fund Uses
- General Fund Revenue Trends & Description of Revenues
- Summary of Changes in FTE Positions
- Full-Time Equivalent Positions by Department

Generally, charts are for the 2020-21 fiscal year, while tables present information for four fiscal periods: 2018-19 Actual, 2019-20 Amended Budget, 2019-20 Estimates (Estimated Actuals), 2020-21 Proposed Budget.

SUMMARY OF REVENUE BY SOURCE



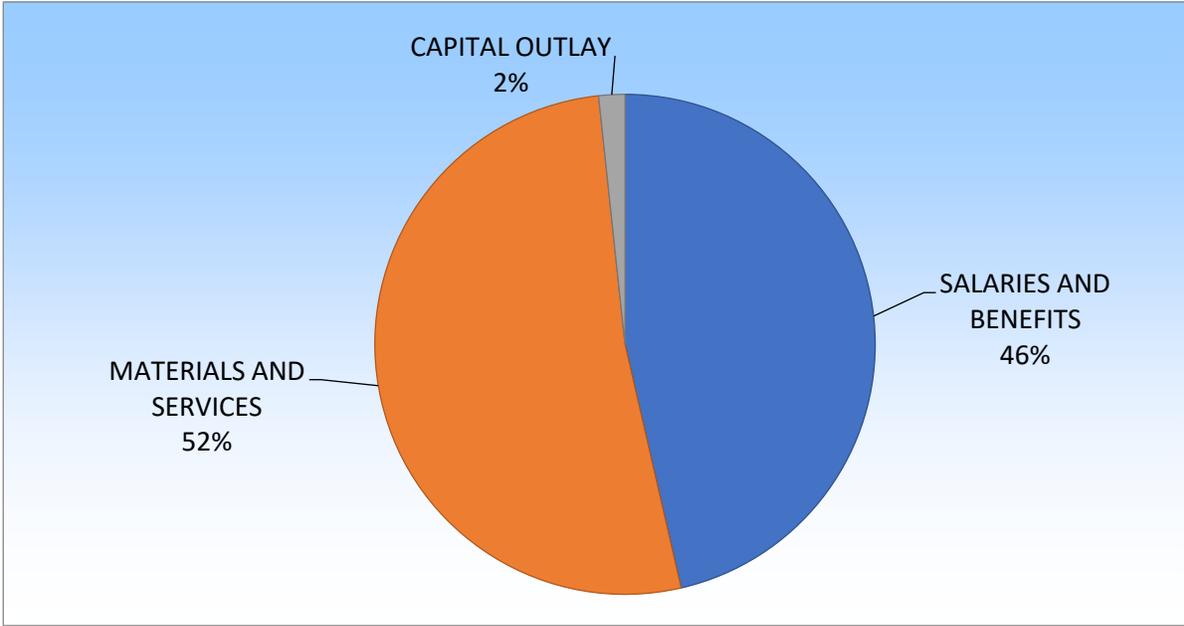
2020-21 REVENUE SOURCES \$66,654,709

	2018/19 Actual	2019/20 Amended Budget	2019/20 Estimated	2020/21 Budget
Taxes	\$ 26,267,642	\$ 25,963,731	\$ 22,975,150	\$ 22,560,946
Licenses/Permits/Franchises	2,075,033	1,952,087	1,952,598	1,957,800
Intergovernmental	8,040,369	8,062,924	8,062,924	4,952,021
Charges for Services	30,280,477	32,159,719	32,065,547	29,524,902
Fines & Forfeits	945,907	618,500	618,500	639,000
Miscellaneous	5,330,706	3,675,236	3,675,144	1,494,040
Other Financing Sources	3,428,794	7,891,643	7,891,643	5,526,000
TOTAL	\$ 76,368,928	\$ 80,323,840	\$ 77,241,506	\$ 66,654,709

Revenue Summary By Fund Type

Description	2018-19 Actual	2019-20 Amended Budget	2019-20 Estimated Actual	2020-21 Budget
GENERAL FUND				
Taxes	\$ 22,719,947	\$ 22,703,352	\$ 19,714,771	\$ 19,808,428
Licenses/Permits/Franchises	1,446,905	1,392,800	1,392,800	1,422,800
Intergovernmental	2,800,295	2,863,264	2,863,264	3,251,186
Charges for Services	2,013,325	1,594,259	1,499,337	1,445,840
Fines & Forfeits	77,411	126,500	126,500	126,500
Miscellaneous	756,012	540,986	541,842	192,300
Other Financing Sources	-	30,000	30,000	-
Subtotal	29,813,895	29,251,161	26,168,514	26,247,054
SPECIAL REVENUE FUNDS				
Taxes	50,000	50,000	50,000	50,000
Licenses/Permits/Franchises	64,198	57,000	57,000	60,000
Intergovernmental	4,863,443	4,969,684	4,969,684	1,558,847
Charges for Services	19,278	10,500	10,500	30,000
Fines & Forfeits	421,349	192,000	192,000	212,500
Miscellaneous	1,429,634	264,239	263,291	203,500
Other Financing Sources	-	-	-	-
Subtotal	6,847,902	5,543,423	5,542,475	2,114,847
DEBT SERVICE FUNDS				
Taxes	3,273,413	2,986,097	2,986,097	2,478,236
Miscellaneous	895	-	-	-
Subtotal	3,274,308	2,986,097	2,986,097	2,478,236
CAPITAL PROJECTS FUNDS				
Miscellaneous	(1,175)	-	-	-
Subtotal	(1,175)	-	-	-
ENTERPRISE FUNDS				
Taxes	224,282	224,282	224,282	224,282
Licenses/Permits/Franchises	563,930	502,287	502,798	475,000
Intergovernmental	-	-	-	-
Fines & Forfeits	447,147	300,000	300,000	300,000
Charges for Services	19,146,051	20,270,184	20,270,934	19,980,750
Miscellaneous	3,131,697	2,846,637	2,846,637	1,098,240
Other Financing Sources	3,420,735	7,861,643	7,861,643	5,526,000
Subtotal	26,933,842	32,005,033	32,006,294	27,604,272
INTERNAL SERVICE FUNDS				
Taxes	-	-	-	-
Intergovernmental	376,631	229,976	229,976	141,988
Charges for Services	8,960,185	9,981,630	9,981,630	7,797,771
Miscellaneous	13,709	23,374	23,374	-
Other Financing Sources	8,059	-	-	-
Subtotal	9,358,584	10,234,980	10,234,980	7,939,759
TRUST FUNDS				
Charges for Services	141,638	303,146	303,146	270,541
TOTAL ALL FUND TYPES				
Taxes	26,267,642	25,963,731	22,975,150	22,560,946
Licenses/Permits/Franchises	2,075,033	1,952,087	1,952,598	1,957,800
Intergovernmental	8,040,369	8,062,924	8,062,924	4,952,021
Charges for Services	30,280,477	32,159,719	32,065,547	29,524,902
Fines & Forfeits	945,907	618,500	618,500	639,000
Miscellaneous	5,330,772	3,675,236	3,675,144	1,494,040
Other Financing Sources	3,428,794	7,891,643	7,891,643	5,526,000
GRAND TOTAL	\$ 76,368,994	\$ 80,323,840	\$ 77,241,506	\$ 66,654,709

SUMMARY OF OPERATING PROGRAM EXPENDITURES BY TYPE

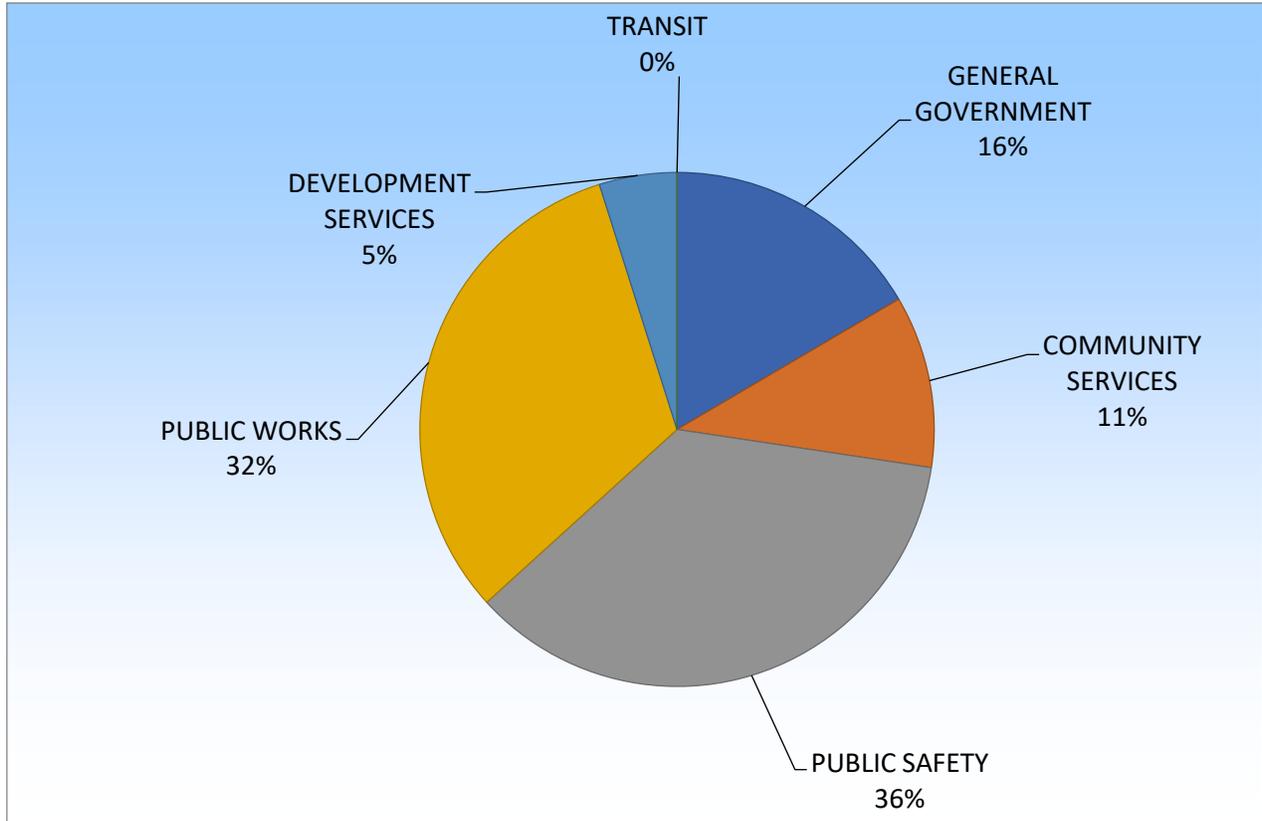


2020-21 OPERATING BUDGET \$54,103,278

	2018-19 Actual	2019-20 Amended Budget	2019-20 Estimated Actual	2020-21 Budget
SALARIES AND BENEFITS	\$ 23,697,338	\$ 25,244,621	\$ 25,222,922	\$ 25,102,422
MATERIALS AND SERVICES	32,885,951	29,990,958	29,976,967	28,086,456
CAPITAL OUTLAY	1,494,341	2,309,044	2,308,344	914,400
Total *	\$ 58,077,630	\$ 57,544,623	\$ 57,508,233	\$ 54,103,278

* Does not include debt service, projects or other financing uses

SUMMARY OF OPERATING PROGRAM EXPENDITURES BY FUNCTION



2020-21 OPERATING BUDGET \$ 54,103,278

	2018-19 Actual	2019-20 Amended Budget	2019-20 Estimated Actual	2020-21 Budget
GENERAL GOVERNMENT	\$ 7,855,972	\$ 8,915,453	\$ 8,906,511	\$ 8,949,530
COMMUNITY SERVICES	6,786,619	6,613,838	6,610,189	5,862,643
PUBLIC SAFETY	20,537,837	21,980,404	21,977,779	19,413,698
PUBLIC WORKS	19,085,725	17,282,791	17,266,499	17,236,444
DEVELOPMENT SERVICES	2,993,535	2,752,137	2,747,255	2,640,963
TRANSIT	817,942	-	-	-
Total *	\$ 58,077,630	\$ 57,544,623	\$ 57,508,233	\$ 54,103,278

* Does not include debt service, projects or other financing uses

OPERATING EXPENDITURES SUMMARY BY DEPARTMENT

	2018-19 Actual	2019-20 Amended Budget	2019-20 Estimated Actual	2020-21 Budget
LEGISLATIVE				
Salaries and Benefits	\$ 105,472	\$ 90,744	\$ 90,446	\$ 104,300
Materials and Services	50,749	40,588	41,667	36,836
Subtotal	156,221	131,332	132,113	141,136
CITY MANAGER				
Salaries and Benefits	273,580	323,196	322,784	449,416
Materials and Services	26,506	34,612	34,612	29,662
Capital Outlay	759	700	700	700
Subtotal	300,845	358,508	358,096	479,778
CITY CLERK				
Salaries and Benefits	593,759	683,421	681,844	720,614
Materials and Services	2,617,864	3,200,887	3,200,237	3,363,889
Capital Outlay	89,047	115,000	115,000	110,000
Subtotal	3,300,670	3,999,308	3,997,081	4,194,503
HUMAN RESOURCES				
Salaries and Benefits	369,180	479,004	477,778	445,465
Materials and Services	115,065	102,669	102,669	106,422
Capital Outlay	1,200	1,500	1,500	1,500
Subtotal	485,445	583,173	581,947	553,387
FINANCE				
Salaries and Benefits	1,071,112	1,036,294	1,033,325	1,073,868
Materials and Services	2,879,594	2,447,800	2,444,764	2,565,056
Capital Outlay	2,805	1,000	500	1,000
Subtotal	3,953,511	3,485,094	3,478,589	3,639,924
CITY ATTORNEY				
Salaries and Benefits	141,969	89,934	89,577	98,328
Materials and Services	348,380	374,756	374,756	314,495
Capital Outlay	-	-	-	-
Subtotal	490,349	464,690	464,333	412,823
POLICE				
Salaries and Benefits	9,685,891	10,484,928	10,484,953	10,302,367
Materials and Services	3,312,004	3,521,728	3,519,728	2,801,550
Capital Outlay	739,237	747,277	747,277	65,000
Subtotal	13,737,132	14,753,933	14,751,958	13,168,917
FIRE				
Materials and Services	6,717,828	7,225,471	7,225,471	6,230,781
Capital Outlay	83,020	-	-	-
Subtotal	6,800,848	7,225,471	7,225,471	6,230,781
COMMUNITY SERVICES				
Salaries and Benefits	3,783,658	3,881,080	3,877,431	3,571,897
Materials and Services	3,050,218	2,714,291	2,713,736	2,293,819
Capital Outlay	286,446	48,000	48,000	32,000
Subtotal	7,120,322	6,643,371	6,639,167	5,897,716

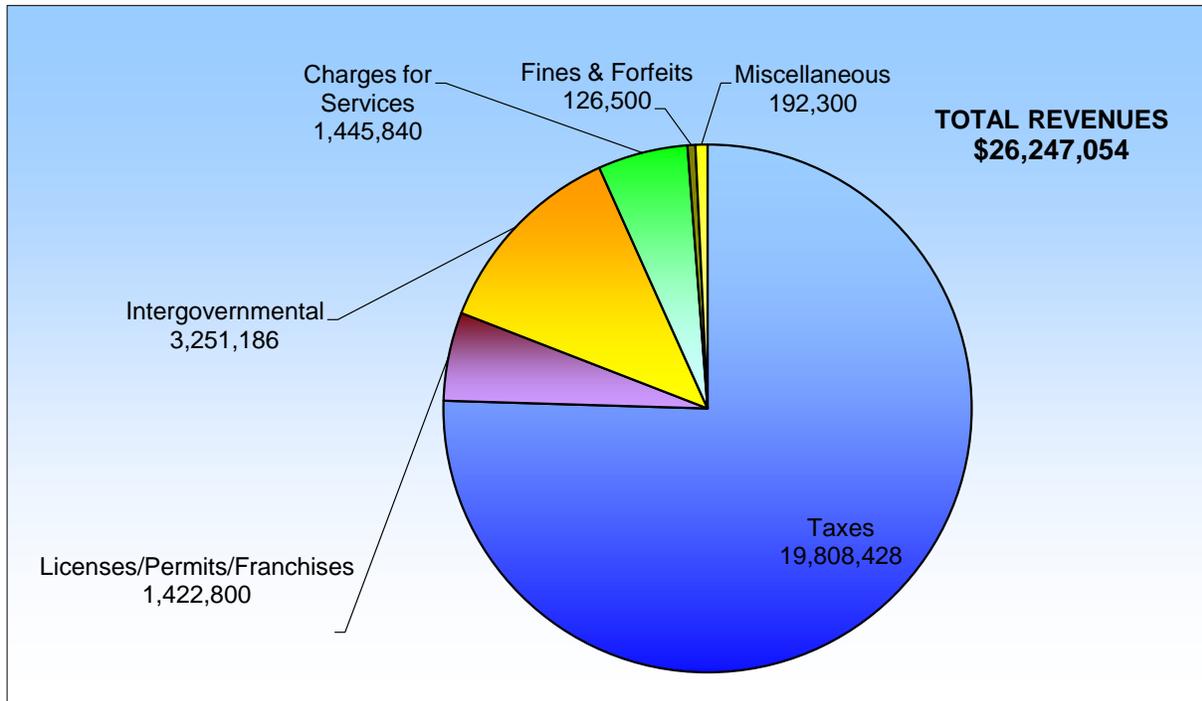
OPERATING EXPENDITURES SUMMARY BY DEPARTMENT

	2018-19 Actual	2019-20 Amended Budget	2019-20 Estimated Actual	2020-21 Budget
PUBLIC WORKS				
Salaries and Benefits	5,874,679	6,286,098	6,278,435	6,802,609
Materials and Services	12,921,044	9,603,126	9,594,697	9,731,635
Capital Outlay	290,002	1,393,567	1,393,367	702,200
Subtotal	19,085,725	17,282,791	17,266,499	17,236,444
DEVELOPMENT SERVICES				
Salaries and Benefits	1,521,257	1,577,870	1,574,297	1,263,017
Materials and Services	775,836	725,030	724,630	612,311
Capital Outlay	1,825	2,000	2,000	2,000
Subtotal	2,298,918	2,304,900	2,300,927	1,877,328
SUCCESSOR AGENCY				
Salaries and Benefits	34,843	8,903	8,903	-
Materials and Services	58,863	-	-	-
Subtotal	93,706	8,903	8,903	-
TOTAL OPERATING DEPARTMENTS				
Salaries and Benefits	23,455,400	24,941,472	24,919,773	24,831,881
Materials and Services	32,873,951	29,990,958	29,976,967	28,086,456
Capital Outlay	1,494,341	2,309,044	2,308,344	914,400
Subtotal	57,823,692	57,241,474	57,205,084	53,832,737
OTHER OPERATING EXPENDITURES:				
<u>Fire & Police Retirement Fund</u>				
Salaries and Benefits	241,938	303,149	303,149	270,541
Materials and Services	12,000	-	-	-
Subtotal	253,938	303,149	303,149	270,541
GRAND TOTAL *	\$ 58,077,630	\$ 57,544,623	\$ 57,508,233	\$ 54,103,278

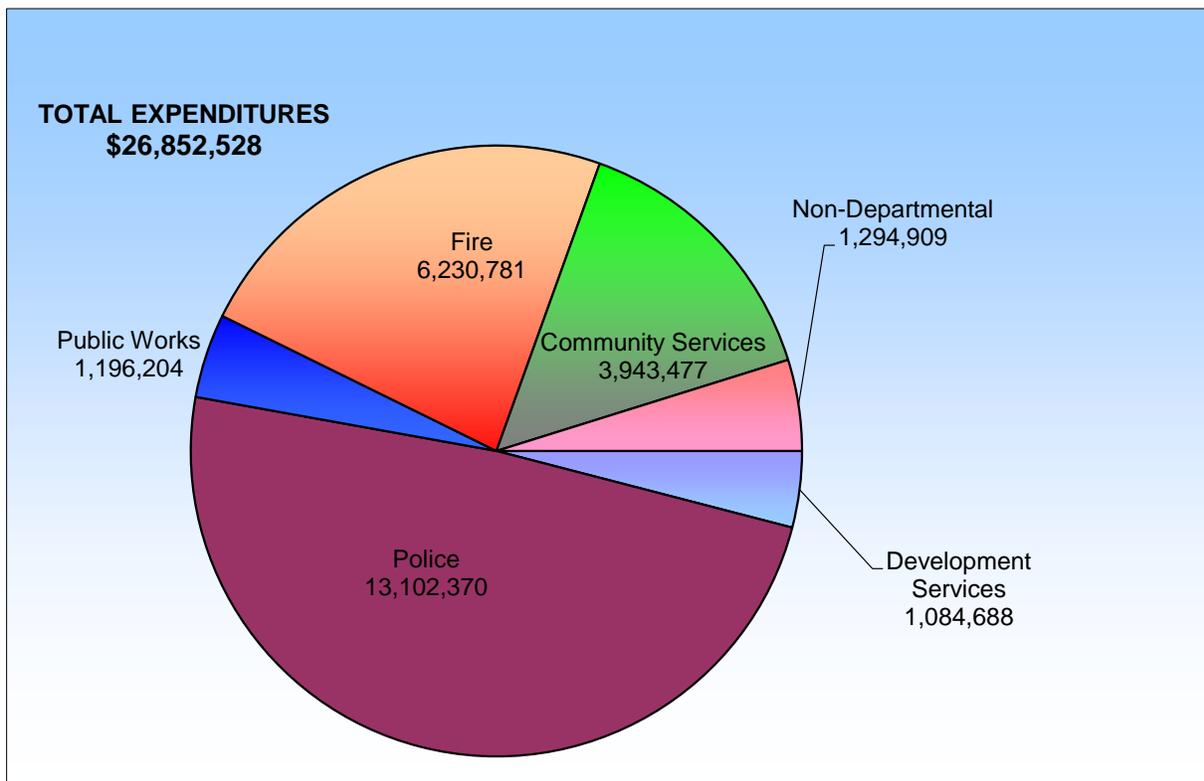
* Does not include debt service, projects or other financing uses

General Fund

REVENUES: WHERE IT COMES FROM



EXPENDITURES: WHERE IT GOES



Description of Revenues

MAJOR REVENUES OF THE GENERAL FUND

Sales Tax is the largest source of revenue to the General Fund. In accordance with the State Revenue Taxation Code and the Bradley-Burns Uniform Local Sales and Use Tax Law of 1955, the State imposes a 7.25% Sales and Use Tax on taxable sales in the City. The City receives 99.18% of the local 1% share of the 7.25% sales tax. The remaining .82% is retained by the State for administration.

Transaction & Use Tax

In November 2008 the voters of the City of Eureka approved a 0.25% retail transactions and use tax with the passage of Measure D, which also required the repeal of the Utility User's Tax. Both changes were effective April 1, 2009. In November 2009, the voters of the City of Eureka approved a 0.50% transactions and use tax with the passage of Measure O, effective April 1, 2011, which sunsets June 30, 2016. In November 2015 the voters extended this with the passage of Measure Q, which also has a five year sunset, and expires June 30, 2021.

Transient Occupancy Tax (TOT) is a tax on room charges for hotel and motel occupancy of less than thirty (30) days. The rate was increased in fiscal year 1992-93 from 8% to 9% and then in November 2008, the voters approved a 1% increase from 9% to 10% with the passage of Measure E that became effective April 1, 2009.

Property Tax is derived from the tax imposed on real property and tangible personal property. Since the passage of California Proposition 13, the tax is based on either a 1% rate applied to the 1975-76 assessed value of the property (which can increase by a maximum of 2% per year), or on 1% of the sales price of the property on sales transactions and construction which occur after the 1975-76 assessment. The amount collected by the County is distributed in accordance with State law to the various public agencies. Property tax currently funds about 5% of the General Fund's operating expenditures. Projections for property tax revenues are based on home valuations and the 2% maximum annual growth.

Business License Tax is a tax on businesses operating within the City. There is a minimum flat fee with an additional fee or fees added based on number of employees.

Franchise Taxes are charged to three entities by the City for granting a right-of-way or special privilege to conduct business within the City of Eureka. The tax for Pacific Gas & Electric is calculated by miles of line at 2%, or gross revenue receipts at 5%, whichever is greater. Sudden Link is charged 5% of gross sales in Eureka. City Garbage is charged 9% of gross sales in Eureka.

Motor Vehicle License Fee (In-Lieu Tax) is derived from an annual fee paid by automobile owners registering their vehicles with the State of California Department of Motor Vehicles in lieu of local property tax. The current tax rate is 0.65 percent (0.65%) of the market value of the vehicle. Section 11005(a) of the Revenue and Taxation Code specifies that 81.25% of the revenues are to be divided equally between cities and counties and apportioned on the basis of population. In 1998, a law was enacted that cut the Vehicle License Fee (VLF) by 25% beginning in 1999, this percentage went up briefly in 2003 but was taken back down to the 25% level by the Governor. In May 2009, the tax rate was increased to 1.15 percent for most vehicles, or an increase of 0.5 percent, but was brought back down to 0.65 percent on July 1, 2011. Motor vehicle in-lieu is one of the City's largest sources of discretionary revenue.

Charges for Services are fees that the City collects for specific services performed. In the General Fund, the highest fees are from recreation totaling 32%. Examples of other charges are special police, special custodian, fire watch, zoning changes, animal shelter, and State Highway sweeping charges. Costs are allocated on various bases including FTE, square foot measurements of space, transaction counts, etc, as appropriate. Other fees have rates that are set annually by resolution. Each fee is analyzed separately to estimate revenues for the coming year

Fine and Forfeitures consist of parking fines, vehicle code fines, and court fines. These revenues fluctuate from year to year, depending upon changes in State law and the level of enforcement.

Continued...

Description of Revenues

MAJOR REVENUES OF OTHER CITY FUNDS

Charges for Services are the primary source of revenue to the City's enterprise and internal service funds, and are collected for specific services provided the City. The most important external sources of revenue in this category are charges for water and wastewater service, transit fares, mooring fees, and building plan check and inspection fees. Internal service funds charge other funds of the City for services provided. These include charges for usage of the City's vehicles and equipment, for workers' compensation, liability and health insurance, and replacement of computer related equipment. External revenues are estimated based on numbers of users and current rates. Equipment usage charges are based on estimated replacement costs and actual maintenance costs of the prior year. Insurance charges are based on estimated costs and are allocated to various funds based on usage. Computer replacement charges are based on the age and usage of equipment within a department.

Gas Taxes come from the tax applied to the sale of gasoline. A portion of the revenue from this tax is allocated by the State of California to cities and counties on a formula that is based on population, plus a fixed apportionment amount. The funds are to be used only for street purposes. Estimates are based on experience and State estimates. Other State Highway Account funds are allocated to the City through the regional County Association of Governments under SB1435 and SB45. These funds can be used in a manner similar to gas tax, and come from both state and federal monies. Through legislation, AB 2928 Traffic Congestion Relief funds were allocated to each city directly from the State.

Grants and Other Intergovernmental allocations are a significant source of revenue for the City. Apart from motor vehicle in-lieu, gas taxes and other State Highway Account funds mentioned above, the City receives numerous grants. Grants are restricted to specific uses, which can be for either operating or capital purposes. They are accounted for primarily in "special revenue" funds. The City currently has grants for such wide-ranging activities as police services, transit buses, various types of housing loan programs, airport improvements, wetlands enhancement, seismic retrofitting of City buildings, a multiple assistance center for homeless people and a grant for historical records preservation.

Permits are derived from fees paid by persons for activities within the City that require permits by either State or City law. Primary examples are for building, electrical, and plumbing.

Investment Interest is revenue earned on the City's funds that are held until needed in several types of investments. The monies of individual funds are pooled for investment purposes. The City has funds invested in the State's Local Agency Investment Fund (LAIF), securities are managed by an outside investment advisor, and some are held by trustees for bond issues. All the City's investments are governed by an investment policy which is updated annually and must conform to State law.

Other Financing Sources and Uses consist primarily of operating transfers between funds of the City, as well as other non-operating or unusual transactions, such as proceeds from capital leases or sale of property.

SUMMARY OF CHANGES IN FTE POSITIONS

	FTE Changes
CITY MANAGER	
FY19/20: Move Project Manager (Econ Dev) from Development Services	1.00
FY20/21: Move Associate Planner from Development Services, reclassify to Economic Technician	1.00
	Subtotal 2.00
FINANCE	
FY19/20: Move Project Manager (Housing) from Development Services	1.00
FY19/20: Move Housing Technician from Development Services	1.00
FY20/21: De-allocate Housing Technician	(1.00)
FY20/21: De-allocate Accounting Technician I/II	(1.00)
	Subtotal -
CITY ATTORNEY	
FY19/20: Reclassify Legal Assistant to Paralegal	-
	Subtotal -
POLICE	
FY20/21: De-allocate Police Officer positions	(4.00)
FY20/21: De-allocate Police Property Technician position	(1.00)
FY20/21: De-allocate Senior Communications Dispatcher position	(1.00)
	Subtotal (6.00)
COMMUNITY SERVICES	
FY19/20: Reclassify Project Manager to Community Services Supervisor	-
FY19/20: Reclassify Recreation Coordinator RPT to Recreation Coordinator	0.30
FY19/20: Reclassify Community Services Coordinator to Community Services Supervisor	-
FY19/20: Reclassify Community Services Activities Coordinator to Community Services Coordinator	-
FY20/21: De-allocate Zoo Director	(1.00)
FY20/21: De-allocate Facilities Maintenance Specialist	(1.00)
	Subtotal (1.70)
PUBLIC WORKS	
FY20/21: De-allocate Maintenance Worker I/II	(1.00)
FY20/21: Move Plans Examiner from Development Services	(1.00)
FY20/21: Move Building Inspector I/II from Development Services	(1.00)
FY20/21: Move Senior Building Inspector from Development Services	(1.00)
	Subtotal (4.00)
DEVELOPMENT SERVICES (Division of Public Works)	
FY19/20: Move Project Manager (Econ Dev) from Development Services to City Manager	(1.00)
FY19/20: Move Project Manager (Housing) from Development Services to Finance	(1.00)
FY19/20: Move Housing Technician from Development Services to Finance	(1.00)
FY20/21: Move Associate Planner from Development Services to City Manager	(1.00)
FY20/21: De-allocate Development Services Director	(1.00)
FY20/21: Reclassify Project Manager (Property) to Senior Planner	-
FY20/21: Move Plans Examiner from Public Works	1.00
FY20/21: Move Building Inspector I/II from Public Works	1.00
FY20/21: Move Senior Building Inspector from Public Works	1.00
FY20/21: Add Building Inspector I/II	1.00
FY20/21: Add Permit Analyst	1.00
	Subtotal -
Total Change in FTE Positions	(9.70)

FULL-TIME EQUIVALENT POSITIONS BY DEPARTMENT

Department / Position	2018-19 Actual	2019-20 Budget	2019-20 Estimate Actual	2020-21 Budget
CITY MANAGER				
City Manager	1.00	1.00	1.00	1.00
Project Manager (Econ Dev)	-	-	1.00	1.00
Economic Technician	-	-	-	1.00
Executive Assistant	0.50	0.50	0.50	0.50
Subtotal	1.50	1.50	2.50	3.50
CITY CLERK / INFORMATION TECHNOLOGY				
City Clerk / Chief Information Officer	1.00	1.00	1.00	1.00
Executive Assistant	0.50	0.50	0.50	0.50
Information Technology Analyst I/II	1.00	2.00	2.00	2.00
Information Technology Services Manager	1.00	1.00	1.00	1.00
Senior Information Technology Analyst	1.00	1.00	1.00	1.00
Subtotal	4.50	5.50	5.50	5.50
Human Resources				
Human Resources Director	1.00	1.00	1.00	1.00
Human Resources Manager	1.00	1.00	1.00	1.00
Senior Administrative Assistant-Confidential	1.00	1.00	1.00	1.00
Senior Human Resources Analyst	1.00	1.00	1.00	1.00
Subtotal	4.00	4.00	4.00	4.00
FINANCE				
Finance Director	1.00	1.00	1.00	1.00
Accountant I/II	2.00	2.00	2.00	2.00
Accounting Specialist	1.00	1.00	1.00	1.00
Accounting Technician I/II	3.00	3.00	3.00	2.00
Payroll Technician	2.00	2.00	2.00	2.00
Administrative Assistant-Confidential	1.00	1.00	1.00	1.00
Project Manager (Housing)	-	-	1.00	1.00
Housing Technician	-	-	1.00	-
Deputy Finance Director	1.00	1.00	1.00	1.00
Subtotal	11.00	11.00	13.00	11.00
CITY ATTORNEY				
City Attorney	1.00	-	-	-
Deputy City Attorney	1.00	-	-	-
Legal Assistant	1.00	1.00	-	-
Paralegal	-	-	1.00	1.00
Subtotal	3.00	1.00	1.00	1.00
POLICE				
Police Chief	1.00	1.00	1.00	1.00
Administrative Technician I/II	1.00	1.00	1.00	1.00
Administrative Technician I/II-Confidential	-	-	1.00	1.00
Animal Control Officer	1.00	1.00	1.00	1.00
Communications Dispatcher	7.00	7.00	7.00	7.00
Communications Manager	1.00	1.00	1.00	1.00
Communications Supervisor	-	-	-	-
Community Services Officer	2.00	2.00	2.00	2.00
Crime Analyst	1.00	1.00	1.00	1.00
Evidence Technician	1.00	1.00	2.00	2.00
Information Services Analyst I/II	1.00	1.00	-	-
Park Ranger	-	1.00	1.00	1.00

FULL-TIME EQUIVALENT POSITIONS BY DEPARTMENT

Department / Position	2018-19 Actual	2019-20 Budget	2019-20 Estimate Actual	2020-21 Budget
POLICE (Continued)	-	-	-	-
Police Captain	2.00	2.00	2.00	2.00
Police Officer	42.00	38.00	38.00	34.00
Police Property Coordinator	1.00	1.00	1.00	1.00
Police Property Technician	1.00	1.00	1.00	-
Police Records Specialist I/II	3.00	3.00	3.00	3.00
Police Records Technician	1.00	1.00	1.00	1.00
Police Records Supervisor	-	-	-	-
Police Records Manager	1.00	1.00	1.00	1.00
Police Sergeant	9.00	9.00	9.00	9.00
Senior Administrative Services Assistant	1.00	1.00	-	-
Senior Communications Dispatcher	4.00	4.00	4.00	3.00
Support Services Manager	-	-	-	-
Subtotal	81.00	78.00	78.00	72.00
COMMUNITY SERVICES				
Community Services Director	1.00	1.00	1.00	1.00
Administrative Assistant	1.00	1.00	-	-
Administrative Technician I/II	1.00	1.00	1.00	1.00
Animal Curator	1.00	1.00	1.00	1.00
Assistant Recreation Coordinator	1.00	1.00	-	-
Custodian	4.00	4.00	4.00	4.00
Deputy Community Services Director	1.00	1.00	1.00	1.00
Facilities Maintenance Superintendent	1.00	1.00	1.00	1.00
Facilities Maintenance Technician	2.00	2.00	2.00	2.00
Facilities Maintenance Specialist	1.00	1.00	1.00	-
Harbor Operations Supervisor	1.00	1.00	1.00	1.00
Harbor Operations Technician I/II	2.00	2.00	2.00	2.00
Harbor Recreation Coordinator	1.00	1.00	1.00	1.00
Maintenance Worker I/II	5.00	5.00	3.00	3.00
Maintenance Worker I/II (RPT)	0.70	0.70	0.70	0.70
Parks Maintenance Supervisor	1.00	1.00	1.00	1.00
Community Services Manager	1.00	1.00	1.00	1.00
Community Services Supervisor	-	-	2.00	2.00
Project Manager	1.00	1.00	-	-
Recreation / Zoo Activities Coordinator	-	-	2.00	2.00
Recreation / Zoo Activities Coordinator (RPT)	0.70	0.70	-	-
Recreation / Zoo Activities Coordinator (RPT)	0.64	0.64	0.64	0.64
Recreation Coordinator	1.00	2.00	2.00	2.00
Recreation Supervisor	1.00	1.00	1.00	1.00
Senior Maintenance Worker	-	-	2.00	2.00
Senior Zoo Attendant	1.00	1.00	1.00	1.00
Zoo Education Curator	1.00	1.00	1.00	1.00
Zoo Director	1.00	1.00	1.00	-
Zookeeper	3.00	3.00	3.00	3.00
Zookeeper (RPT)	1.30	1.30	1.30	1.30
Subtotal	37.34	38.34	38.64	36.64
PUBLIC WORKS				
Public Works Director / Chief Building Official	1.00	1.00	1.00	1.00
Administrative Assistant	1.00	1.00	1.00	1.00
Administrative Technician I/II	3.00	3.00	3.00	3.00
Building Inspector I/II	2.00	1.00	1.00	-
Building Division Manager	1.00	-	-	-

FULL-TIME EQUIVALENT POSITIONS BY DEPARTMENT

Department / Position	2018-19 Actual	2019-20 Budget	2019-20 Estimate Actual	2020-21 Budget
PUBLIC WORKS (Continued)				
Code Enforcement Inspector	1.00	1.00	1.00	1.00
Code Enforcement Program Manager	1.00	1.00	1.00	1.00
Deputy City Engineer	-	1.00	1.00	1.00
Deputy PW Director / City Engineer	1.00	1.00	1.00	1.00
Deputy PW Director - Field Operations	1.00	1.00	1.00	1.00
Deputy PW Director - Utility Operations	1.00	1.00	1.00	1.00
Electrical & Instrumentation Technician	1.00	1.00	1.00	1.00
Engineering Technician I/II	4.00	4.00	4.00	4.00
Equipment Mechanic I/II	4.00	4.00	4.00	4.00
Equipment Services Technician	1.00	-	-	-
Field Superintendent	1.00	1.00	1.00	1.00
Fleet Services Manager	1.00	1.00	1.00	1.00
GIS Coordinator	-	1.00	1.00	1.00
Heavy Equipment Operator	1.00	1.00	1.00	1.00
Infiltration & Inflow Coordinator	1.00	1.00	1.00	1.00
Inventory Control Specialist	1.00	1.00	1.00	1.00
Maintenance Supervisor	1.00	1.00	1.00	1.00
Maintenance Worker I/II	8.50	8.50	8.50	7.50
Plans Examiner	-	1.00	1.00	-
Project Manager	2.00	1.00	1.00	1.00
Senior Building Inspector	-	1.00	1.00	-
Senior Equipment Mechanic	1.00	1.00	1.00	1.00
Senior Maintenance Worker	1.00	1.00	1.00	1.00
Senior Utility Worker	5.00	5.00	5.00	5.00
Source Control Inspector	1.00	1.00	1.00	1.00
Transportation Special Projects Manager	1.00	1.00	1.00	1.00
Treatment Plant Operator I/II	4.00	4.00	4.00	4.00
Utility Maintenance Supervisor	3.00	3.00	3.00	3.00
Utilities Operations Supervisor	2.00	2.00	2.00	2.00
Utility Worker I/II	13.50	13.50	13.50	13.50
Water Quality Supervisor	1.00	1.00	1.00	1.00
Water Quality Technician	2.00	2.00	2.00	2.00
Subtotal	74.00	74.00	74.00	70.00
DEVELOPMENT SERVICES (Division of Public Works)				
Development Services Director	1.00	1.00	1.00	-
Assistant/Associate Planner	3.00	2.00	2.00	1.00
Deputy Development Services Director	1.00	1.00	1.00	1.00
Housing Technician	1.00	1.00	-	-
Principal Planner	-	1.00	1.00	1.00
Project Manager (Econ Dev)	1.00	1.00	-	-
Project Manager (Housing)	1.00	1.00	-	-
Project Manager (Property)	1.00	1.00	1.00	-
Senior Administrative Assistant	1.00	1.00	1.00	1.00
Senior Planner	2.00	2.00	2.00	3.00
Plans Examiner	-	-	-	1.00
Building Inspector I/II	-	-	-	2.00
Senior Building Inspector	-	-	-	1.00
Permit Analyst	-	-	-	1.00
	12.00	12.00	9.00	12.00
TOTAL	228.34	225.34	225.64	215.64

Section C:

Program Summaries

Program Summaries – Overview

The operating programs described in this section of the Financial Plan form the City's basic organizational units, and provide for the delivery of essential services.

These programs are organized by department, and each section begins with a department summary which includes department description and expenditure, revenue and personnel summaries.

Each operating program narrative provides the following information:

- A. Program Title - The function, department responsible for program administration, program name, and account information.
- B. Program Description - Narrative description of program operations.
- C. Program Cost - Expenditure information is provided for the last completed fiscal year (2018-19) and the 2019-20 budget and estimated actual, as well as the proposed amount for the fiscal year covered by the 2020-21 annual budget. Program costs are divided into four categories.
 - 1. Salaries and Benefits - All costs associated with City personnel, including salaries as well as benefits.
 - 2. Materials and Services - All expenditures related to contract services, and the purchase of supplies, tools, utilities, and other operating expenditures.
 - 3. Capital Outlay - All acquisitions or projects with a life in excess of one year. Capital outlay projects are not included in the Capital Improvement Plan (CIP) section.
 - 4. Capital Lease - Expenditures related to the periodic payments to the lessor for the use of the lease-financed capital asset.
- D. Staffing Summary - This section provides the number of authorized regular positions allocated to this program along with the number of requested positions for 2020-21.
- E. Service Level Changes - Details any projected changes in program service levels for the budget year.
- F. 2020-21 Program Goals and Objective – Program goals & objectives are described in this section.

Allocated Costs

A cost allocation process is utilized to reimburse the internal service funds for the costs of general government services rendered and various non-departmental items such as insurance, information technology (IT), communication costs, equipment and building usage and building maintenance. The allocation process is based on the reciprocal method which requires the use of simultaneous equations. The reciprocal method provide a full recognition to interdepartmental services.

The cost allocation process is described in the following four steps:

1. The Equipment Operations fund is allocated to the respective departments based on a weighted average that considers, but is not limited to, the number of vehicles/equipment, average annual usage and the maintenance/replacement costs.
2. Expenditures that benefit all departments and/or funds such as liability insurance, IT and communication costs are allocated to the respective departments according to usage. General liability insurance is allocated based on budgeted expenditures for each department. IT and communications costs are allocated according to number of phone lines, cell phones, and computers. Facilities maintenance is allocated per custodial square footage.
3. Property insurance is allocated based on total square footage.
4. Administrative services costs are allocated to all departments and funds according to services provided, including payroll, personnel, purchasing, accounting, data processing and other activities. Non-departmental costs are also included. Allocations are based on the number of employees within a department.
5. General Government departments including City Council, Mayor, City Manager, City Clerk, and City Attorney, are allocated out based on the number of employees within a department.

Department Summary - Legislative

DEPARTMENT DESCRIPTION:

Through the Legislative function, City Council governs the City of Eureka by enacting and enforcing all laws and regulations concerning municipal affairs, subject to limitations and restrictions of the City charter and the State constitution. Advisory boards, commissions and committees assist the Mayor and City Council with this work. Program goals include: open, informed and democratic public decisions; responsive and appropriate legislation and policy; and effective and efficient execution of adopted laws and regulations.

	<u>2018-19 Actual</u>	<u>2019-20 Amended Budget</u>	<u>2019-20 Estimated</u>	<u>2020-21 Budget</u>
EXPENDITURES BY PROGRAM:				
City Council	\$ 120,259	\$ 113,334	\$ 113,536	\$ 122,330
Mayor	35,962	17,998	18,577	18,806
Total	<u>\$ 156,221</u>	<u>\$ 131,332</u>	<u>\$ 132,113</u>	<u>\$ 141,136</u>
EXPENDITURES BY CATEGORY:				
Salaries and Benefits	\$ 105,472	\$ 90,744	\$ 90,446	\$ 104,300
Services and Supplies	50,749	40,588	41,667	36,836
Total	<u>\$ 156,221</u>	<u>\$ 131,332</u>	<u>\$ 132,113</u>	<u>\$ 141,136</u>
EXPENDITURES BY FUND:				
Internal Operations	\$ 146,084	\$ 131,332	\$ 132,113	\$ 141,136
Total	<u>\$ 146,084</u>	<u>\$ 131,332</u>	<u>\$ 132,113</u>	<u>\$ 141,136</u>

	<u>2018-19 Actual</u>	<u>2019-20 Actual</u>	<u>2020-21 Budget</u>
PERSONNEL:			
None.			

General Government

DEPARTMENT: Legislative

FUND: Internal Operations

PROGRAM: City Council

ACCOUNT: 41100

PROGRAM DESCRIPTION:

The City Council is responsible to the citizens of Eureka for legislative matters concerning the City, as well as all municipal programs and services. Ten appointed boards, commissions and committees assist the Council by providing recommendations in the decision-making process. The Council provides policy leadership to ensure the efficient and cost-effective implementation of the City's missions and goals, and a high quality of life for Eureka residents. Members of the City Council also serve as the Eureka Redevelopment Agency board, and the Eureka Public Financing Authority board. This program identifies types and levels of programs and services to be provided by the City, and regulates the use of property through zoning laws. This program also reviews and adopts plans which guide the decisions and actions of the City's operating programs, and directs and evaluates the council-appointed positions of City Manager, City Attorney and City Clerk.

	<u>2018-19</u> <u>Actual</u>	<u>2019-20</u> <u>Amended</u> <u>Budget</u>	<u>2019-20</u> <u>Estimated</u>	<u>2020-21</u> <u>Budget</u>
PROGRAM EXPENDITURES:				
Salaries and Benefits	\$ 87,999	\$ 80,405	\$ 79,948	\$ 93,240
Services and Supplies	32,260	32,929	33,588	29,090
Capital Outlay	-	-	-	-
Total Expenditures	\$ 120,259	\$ 113,334	\$ 113,536	\$ 122,330
EXPENDITURES BY FUND:				
Internal Operations	\$ 120,259	\$ 113,334	\$ 113,536	\$ 122,330
Total	\$ 120,259	\$ 113,334	\$ 113,536	\$ 122,330

General Government

DEPARTMENT: Legislative

FUND: Internal Operations

PROGRAM: City Council

ACCOUNT: 41100

PROGRAM GOALS:

Provide legislative and policy leadership for the City.

Encourage open, informed and democratic public decisions.

Provide leadership in assessing the needs of the community and ensuring a high quality of life for Eureka residents through maintenance of a safe, secure, clean, healthy and orderly community.

Promote development of affordable housing.

Develop policies for the preservation of natural resources and revitalization of historic areas and the waterfront, balanced with promotion of commerce, technology, economic development/redevelopment and tourism.

PROGRAM OBJECTIVES:

Attend civic events and local, state, and national meetings where City Council representation serves the interest of our community.

Provide open and public meetings with opportunities for every citizen to participate.

Approve appointment of citizen volunteers to serve on advisory boards, commissions, and committees to assist with determining the needs of the community.

Encourage programs for all age groups, including quality services and activities for youth and seniors.

Participate in team development to establish and update long-term goals and priorities, adopt policies and procedures, and take legislative action consistent with those goals.

General Government

DEPARTMENT: Legislative

FUND: Internal Operations

PROGRAM: Mayor

ACCOUNT: 41300

PROGRAM DESCRIPTION:

The Mayor provides public leadership through positive promotion of city government and its services, promotion of community-wide programs, and mobilization of local resources. The Mayor strives to identify community needs and desires, and provides policy leadership to ensure an even-handed representation of diverse community interests. This program strives to improve communications with the citizens of Eureka to enhance public understanding of City projects, policies and programs. Communication occurs through public hearings, service on various state and local boards and commissions, and presentations to groups and events throughout the area. This program maintains open and regular dialogue with other governmental bodies at local, state, national and international levels, and coordinates efforts to influence in a positive way legislation effecting cities in general, and the North Coast in particular. This program is extremely influential in promoting tourism, commerce, economic development and redevelopment of the Eureka area through positive interaction with both the public and private sectors.

	<u>2018-19 Actual</u>	<u>2019-20 Amended Budget</u>	<u>2019-20 Estimated</u>	<u>2020-21 Budget</u>
PROGRAM EXPENDITURES:				
Salaries and Benefits	\$ 17,473	\$ 10,339	\$ 10,498	\$ 11,060
Services and Supplies	18,489	7,659	8,079	7,746
Total Expenditures	<u>\$ 35,962</u>	<u>\$ 17,998</u>	<u>\$ 18,577</u>	<u>\$ 18,806</u>
EXPENDITURES BY FUND:				
Internal Operations	\$ 25,825	\$ 17,998	\$ 18,577	\$ 18,806
Total	<u>\$ 25,825</u>	<u>\$ 17,998</u>	<u>\$ 18,577</u>	<u>\$ 18,806</u>

General Government

DEPARTMENT: Legislative

FUND: Internal Operations

PROGRAM: Mayor

ACCOUNT: 41300

PROGRAM GOALS:

Provide legislative and policy leadership for the City.

Encourage open, informed and democratic public decisions.

Provide leadership in assessing the needs of the community and ensuring a high quality of life for Eureka residents through maintenance of a safe, secure, clean, healthy and orderly community.

Promote development of affordable housing.

Facilitate the preservation of natural resources and revitalization of historic areas and the waterfront, balanced with promotion of commerce, technology, economic development/redevelopment and tourism.

PROGRAM OBJECTIVES:

Represent the City of Eureka at local, state, national and international levels where such representation serves the interests of our community.

Facilitate open and public meetings with opportunities for every citizen to participate and provide input.

Appoint citizen volunteers to serve on advisory boards, commissions, and committees to assist with determining the needs of the community.

Encourage programs for all age groups, including quality services and activities for youth and seniors.

Participate in team development with the City Council and Staff to establish and update long-term goals and priorities, policies and procedures, and develop legislative action consistent with those goals.

Department Summary - City Manager

DEPARTMENT DESCRIPTION:

The City Manager is the chief executive officer, as well as chief policy and financial advisor to the Mayor and City Council. The City Manager is responsible for the delivery of services for all city operations through an effective working relationship with seven department directors, the other City Council appointed positions-City Clerk and City Attorney, and the Chief of the Humboldt Bay Fire District. The City Manager is responsible for the administration of city government, enforcement of city ordinances, applicable state law, preparation and control of an annual budget and capital improvement plan, and the implementation of City Council policy.

	<u>2018-19 Actual</u>	<u>2019-20 Amended Budget</u>	<u>2019-20 Estimated</u>	<u>2020-21 Budget</u>
EXPENDITURES BY PROGRAM:				
City Manager	\$ 300,845	\$ 358,508	\$ 358,096	\$ 479,778
Total	\$ 300,845	\$ 358,508	\$ 358,096	\$ 479,778

EXPENDITURES BY CATEGORY:

Salaries and Benefits	\$ 273,580	\$ 323,196	\$ 322,784	\$ 449,416
Materials and Services	26,506	34,612	34,612	29,662
Capital Outlay	759	700	700	700
Total	\$ 300,845	\$ 358,508	\$ 358,096	\$ 479,778

EXPENDITURES BY FUND:

Internal Operations Fund	\$ 300,845	\$ 358,508	\$ 358,096	\$ 479,778
Total	\$ 300,845	\$ 358,508	\$ 358,096	\$ 479,778

	<u>2018-19 Actual</u>	<u>2019-20 Estimated</u>	<u>2020-21 Budget</u>
FULL TIME AND REGULAR PART-TIME POSITIONS:			
City Manager	1.00	1.00	1.00
Project Manager (Econ Dev)	-	1.00	1.00
Economic Technician	-	-	1.00
Executive Assistant / Deputy City Clerk	0.50	0.50	0.50
Total	1.50	2.50	3.50

General Government

DEPARTMENT: City Manager

FUND: Internal Operations

PROGRAM: City Manager

ACCOUNT: 41400

SERVICE LEVEL CHANGES:

None.

PROGRAM GOALS:

1. Responsible for implementation of the city's Strategic Plan.
2. Lead the internal efforts for long term financial stability of city operations through growth of the tax base and financial controls.
3. Collaborate with Humboldt County on efforts to reduce homelessness.
4. Collaborate with the County and other municipalities, Eureka City Schools, Harbor District, Coastal Commission, and other state agencies.
5. Provide effective communications to the City Council, the community, and to the municipal organization.
6. Promote and support economic development, customer service, crime reduction, and other important community livability issues.

PROGRAM OBJECTIVES:

1. Address implementation of Strategic Plan at weekly management team meetings.
2. Maintain 5 Year Financial Plan, Two Year Annual Budget, and 5 Year Capital Improvement Plan. Pursue a sales tax initiative for road improvements.
3. Implementation of the Focus Strategies Implementation Plan to reduce homelessness in conjunction with Humboldt County and the Department of Health and Human Services and other providers.
4. Maintain regular monthly and/or quarterly meetings with outside governmental agencies.
5. Provide regular email updates to the Mayor and Council on important issues; monthly e-News; press releases; media interviews.
6. Work with Development Services on the implementation of the Strategic Economic Development Plan; staff training in customer service; support crime prevention strategies.

Department Summary - City Attorney

DEPARTMENT DESCRIPTION:

The Office of the City Attorney ensures that the city conducts its activities legally, represents the City in civil litigation, and ensures that violators of City law are prosecuted. Program goals include: 1) minimize and eliminate liability; 2) prompt, thorough and ethical legal advice; and 3) general compliance with City Laws and regulations. The office has four major activities:

- Legal review and advice. Legal advice to the City Council and City staff
- Legal representation. Representation of the City at Council and other meetings; initiate civil litigation on behalf of the City; and defending the City and City staff against litigation and claims; representation of the City at mediation or arbitrations, during negotiations and other proceedings such as public meetings.
- Document preparation. Draft ordinances, resolutions, contracts, legal pleadings, reports, correspondence and other legal documents.
- Enforcement. Enforcement and prosecution of violations of the EMC.

	<u>2018-19 Actual</u>	<u>2019-20 Amended Budget</u>	<u>2019-20 Estimated</u>	<u>2020-21 Budget</u>
EXPENDITURES BY PROGRAM:				
Legal Services	\$ 490,349	\$ 464,690	\$ 464,333	\$ 412,823
Total	\$ 490,349	\$ 464,690	\$ 464,333	\$ 412,823

EXPENDITURES BY CATEGORY:

Salaries and Benefits	\$ 141,969	\$ 89,934	\$ 89,577	\$ 98,328
Materials and Services	348,380	374,756	374,756	314,495
Capital Outlay	-	-	-	-
Total	\$ 490,349	\$ 464,690	\$ 464,333	\$ 412,823

EXPENDITURES BY FUND:

Internal Operations Fund	\$ 490,349	\$ 464,690	\$ 464,333	\$ 412,823
Total	\$ 490,349	\$ 464,690	\$ 464,333	\$ 412,823

	<u>2018-19 Actual</u>	<u>2019-20 Actual</u>	<u>2020-21 Budget</u>
PERSONNEL:			
Full-time Positions			
City Attorney	1.00	-	-
Deputy City Attorney	1.00	-	-
Legal Assistant	1.00	-	-
Paralegal	1.00	1.00	1.00
Total	4.00	1.00	1.00

SERVICE LEVEL CHANGES:

FY19/20: Reclassify Legal Assistant to Paralegal

Department Summary - City Attorney

PROGRAM GOALS:

The Eureka City Charter, section 608 provides:

There is hereby created the office of City Attorney, who shall be the chief legal advisor and prosecutor of the City. The City Attorney shall be appointed by and serve at the pleasure of the Council and shall have been at the time of appointment admitted to practice and engage in the practice of law in the State of California and must be a citizen of the United States. Advise all officers and agencies of the City on legal matters affecting the City, review or draft such ordinances, resolutions, contracts and other legal documents as directed by the City Council or requested by the City Manager, prosecute violations of City ordinances and represent the City and any of its officers or agencies in litigation involving any of them in their official capacity. The Council may empower the City Attorney, at the request of the City Attorney, to employ special legal counsel, appraisers, engineers, and other technical and expert services necessary for handling of any pending or proposed litigation, proceeding or other legal matter. The City Attorney shall approve, as to form, all official and other bonds given to or for the benefit of the City, and no contract shall become enforceable as against the City without the endorsement thereon of the City Attorney's approval thereof.

PROGRAM OBJECTIVES:

The Eureka City Attorney's Office strives to provide the highest quality legal services to the City of Eureka. Core Principles:

- Commitment to public service
- Zealous client representation
- Timely, responsive counsel
- Solutions through collaboration
- Professionalism with integrity

The Office of the City Attorney performs the following functions:

- Advise the City Council, City advisory boards and commissions, and City staff on all legal issues that they face on daily basis in the complex area of municipal operations in California;
- Represent the Council, staff, and the City as an institution before administrative bodies, such as the California Coast Commission and Regional Water Quality Control Board, and before all courts in litigation such as contract disputes, specialty municipal litigation, environmental and elections matters;
- Enforce all aspects of the Municipal Code in matters such as nuisance abatement, property violations, building regulations and zoning enforcement.
- Administer the legal business of the City through managing in-house legal services and outside counsel relationships to assure excellent quality, responsiveness and value in performing legal work for the City.
- Provide information to the public and decision-makers outside of the City Hall about City laws and policies;
- Prosecute the violation of municipal laws as necessary to advance public health and safety;
- Defend the City and its employees in all litigation;
- Manage the work of outside counsel and consultants in the most cost-effective manner;
- Draft City ordinances, resolutions, and contracts, pleadings, reports, correspondence and other legal documents;
- Engage in negotiations on behalf of the City.

Department Summary - City Clerk/CIO

DEPARTMENT DESCRIPTION:

The City Clerk program is responsible for providing administrative support for the legislative function, records management and archiving, public information, election services, and filing officer services. The City Clerk also serves as the Chief Information Officer (CIO) and is in charge of the City's Information Technology Department; and the City Clerk / CIO also acts as the City's Risk Manager.

	<u>2018-19</u> <u>Actual</u>	<u>2019-20</u> <u>Amended</u> <u>Budget</u>	<u>2019-20</u> <u>Estimated</u>	<u>2020-21</u> <u>Budget</u>
EXPENDITURES BY PROGRAM:				
City Clerk	\$ 309,833	\$ 356,732	\$ 355,766	\$ 328,236
Information Technology Operations	1,240,652	1,419,467	1,418,856	1,487,981
Emergency Operations Center	(143)	1,000	350	14,000
Risk Management - Liability	791,147	1,178,296	1,178,296	1,389,023
Risk Management - Workers Comp	898,427	898,813	898,813	915,263
Risk Management - Employee Benefits	60,754	145,000	145,000	60,000
Total	\$ 3,300,670	\$ 3,999,308	\$ 3,997,081	\$ 4,194,503

EXPENDITURES BY CATEGORY:

Salaries and Benefits	\$ 593,759	\$ 683,421	\$ 681,844	\$ 720,614
Services and Supplies	2,617,864	3,200,887	3,200,237	3,363,889
Capital Outlay	89,047	115,000	115,000	110,000
Total	\$ 3,300,670	\$ 3,999,308	\$ 3,997,081	\$ 4,194,503

EXPENDITURES BY FUND:

General Fund	\$ (143)	\$ 1,000	\$ 350	\$ 14,000
Internal Operations	1,750,328	2,222,109	2,222,109	2,364,286
Information Technology	1,240,652	1,419,467	1,418,856	1,487,981
Risk Management Fund	309,833	356,732	355,766	328,236
Total	\$ 3,300,670	\$ 3,999,308	\$ 3,997,081	\$ 4,194,503

	<u>2018-19</u> <u>Actual</u>	<u>2019-20</u> <u>Actual</u>	<u>2020-21</u> <u>Budget</u>
PERSONNEL:			
Full-time Positions	5.50	5.50	5.50
Total	5.50	5.50	5.50

General Government

DEPARTMENT City Clerk / CIO

FUND: Internal Operations

PROGRAM: City Clerk

ACCOUNT: 41420

PROGRAM DESCRIPTION:

The City Clerk program is responsible for providing administrative support for the legislative function, records management and archiving, public information, election services, and filing officer services.

Legislative support includes administration of noticing requirements for City Council and Redevelopment Agency meetings and public hearings in accordance with municipal code and state law; recording and preparing minutes; attesting executed documents; and publication of ordinance titles. The program provides liaison services between the City Council and other entities, agencies, and the public. The records management and archiving function includes maintenance of official records of the city and performance of municipal filing services. The public information function involves the dissemination of information and provision of search and retrieval services. The election services function is responsible for the administration of special and consolidated municipal elections in accordance with municipal and state law, and the provision of voter outreach services. The filing officer function involves the administration of state-required statements of economic interests, conflict of interest code review, and campaign and candidate filings in accordance with state law.

	<u>2018-19 Actual</u>	<u>2019-20 Amended Budget</u>	<u>2019-20 Estimated</u>	<u>2020-21 Budget</u>
PROGRAM EXPENDITURES:				
Salaries and Benefits	\$ 230,507	\$ 248,382	\$ 247,416	\$ 248,221
Services and Supplies	61,284	88,350	88,350	80,015
Capital Outlay	18,042	20,000	20,000	-
Total Expenditures	\$ 309,833	\$ 356,732	\$ 355,766	\$ 328,236

EXPENDITURES BY FUND				
Internal Operations	\$ 309,833	\$ 356,732	\$ 355,766	\$ 328,236
Total	\$ 309,833	\$ 356,732	\$ 355,766	\$ 328,236

	<u>2018-19 Actual</u>	<u>2019-20 Actual</u>	<u>2020-21 Budget</u>
FULL TIME AND REGULAR PART-TIME POSITIONS:			
City Clerk / Chief Information Officer	1.00	1.00	1.00
Executive Assistant / Deputy City Clerk	0.50	0.50	0.50
Total	1.50	1.50	1.50

SERVICE LEVEL CHANGES:

None.

General Government

DEPARTMENT City Clerk / CIO

FUND: Internal Operations

PROGRAM: City Clerk

ACCOUNT: 41420

PROGRAM GOALS:

Provide administrative support for the legislative, records management, claims against the City, and public information functions. Provide access to public records and the historical resources of the City in a timely and user-friendly manner. Provide high-quality media broadcasting of Council, boards and commission meetings. Provide election services and filing officer services in adherence to the charter and state election and political reform laws.

PROGRAM OBJECTIVES:

Provide legislative and administrative support to the City Council. Publish agendas and meeting notices above and beyond the requirements of state law. Prepare minutes and maintain secure storage of resolutions, ordinances, agreements and other critical records of the City. Provide notarization services, and attest to signatures affixed to executed documents of the City. Update the Eureka Municipal Code as amended, and provide for codified amendments to be posted on-line after adoption of ordinances. Provide for development of the electronic records/document imaging system and web server software to provide for access of records to staff and the public. Enhance search and retrieval capacity of records management systems. Provide for public records to be maintained in accordance with the records retention schedule. Provide for the long-term preservation of the historical resources of the City. Maintain the inventory of archives in accordance with the historical records preservation program. Coordinate with media communications center to provide media broadcasting of Council meetings. Provide election services and filing officer services in compliance with the charter and state law within all deadlines. Provide voter outreach services through public service announcements and the City's webpage. Participate in team development with the City Council, Mayor, and staff to assist in the development of long-term goals, priorities, policies and procedures. Receive all claims against the City of Eureka in accordance with State law and work with the City's liability insurance carrier to process claims accordingly.

Information Technology

DEPARTMENT: City Clerk / CIO

FUND: Information Technology

PROGRAM: Information Technology Operations

ACCOUNT: 41435

PROGRAM DESCRIPTION:

The Information Services program is dedicated to serve the vision of the City Council and the mission of the City by enabling each department to utilize information tools to achieve their goals and objectives. The program provides City-wide support for all office automation equipment, including computers, telephones, fax machines, copiers, and other equipment. Program activities include developing, implementing and maintaining long-range policies, standards, equipment inventories, preventive maintenance and repair programs, as well as providing training, on-going user support and day-to-day troubleshooting on all equipment. In addition it provides a funding mechanism for the replacement of computers, printers and related equipment and software; based on equipment and software. Based on equipment age and type, charges will be assessed to each department and transferred into the Information Technology Operations Fund where those funds will be held in reserve. While the assessments to each operating department began in FY 2001-02, computer equipment replacement purchases from this fund began in FY 2002-03 and will continue into the future.

	<u>2018-19 Actual</u>	<u>2019-20 Amended Budget</u>	<u>2019-20 Estimated</u>	<u>2020-21 Budget</u>
PROGRAM EXPENDITURES:				
Salaries and Benefits	\$ 363,252	\$ 435,039	\$ 434,428	\$ 472,393
Services and Supplies	806,395	889,428	889,428	905,588
Capital Outlay	71,005	95,000	95,000	110,000
Total Expenditures	<u>\$1,240,652</u>	<u>\$1,419,467</u>	<u>\$1,418,856</u>	<u>\$1,487,981</u>
		<u>2018-19 Actual</u>	<u>2019-20 Actual</u>	<u>2020-21 Budget</u>

FULL TIME AND REGULAR PART-TIME POSITIONS:

Information Services Manager	1.00	1.00	1.00
Information Services Analyst I/II	1.00	2.00	2.00
Sr. Information Services Analyst I/II	1.00	1.00	1.00
Administrative Assistant	1.00	-	-
Total	<u>4.00</u>	<u>4.00</u>	<u>4.00</u>

SERVICE LEVEL CHANGES:

Move (1) Information Technology Analyst partially funded by Police Dept. fully to IT Department

Information Technology

DEPARTMENT: City Clerk / CIO

FUND: Information Technology

PROGRAM: Information Technology Operations

ACCOUNT: 41435

COUNCIL GOALS SUPPORTED:

BECOME THE INFORMATION TECHNOLOGY CAPITOL OF THE REGION

Supporting Program Goal:

PROVIDE ORGANIZATION WITH STABLE, PROGRESSIVE COMPUTER NETWORK TO ASSIST DEPARTMENTS OBTAIN MAXIMUM PRODUCTIVITY TODAY AND IN THE FUTURE

<u>Supporting Departmental Objectives</u>	PERFORMANCE MEASURES:			
	<u>2018-19 Actual</u>	<u>2019-20 Target</u>	<u>2019-20 Estimated</u>	<u>2020-21 Target</u>
Maintain 99.5% uptime on City's network	Yes	Yes	Yes	Yes
Establish and maintain technology standards	Yes	Yes	Yes	Yes
Manage and maintain the integrity of the City's information assets	Yes	Yes	Yes	Yes
Update security measures as changes in the information technology industry necessitates	Yes	Yes	Yes	Yes
Plan and implement infrastructure upgrades to support current and future information requirements and facilitate the ever growing and changing needs and projects proposed by City staff	Yes	No	Yes	Yes

Supporting Program Goal:

PLAN AND PREPARE FOR FUTURE NEEDS AND DEMANDS OF INFORMATION SERVICES

<u>Supporting Departmental Objectives</u>	PERFORMANCE MEASURES:			
	<u>2018-19 Actual</u>	<u>2019-20 Target</u>	<u>2019-20 Estimated</u>	<u>2020-21 Target</u>
Monitor replacement of computer equipment	Yes	Yes	Yes	Yes
Work with departments to understand their work processes and requirements	Yes	Yes	Yes	Yes
Adjust operating fund transfers in response to current and future needs	Yes	Yes	Yes	Yes
Maintain existing information assets through licensing, maintenance agreements, version upgrades and routine maintenance procedures	Yes	Yes	Yes	Yes
Plan for change through research, training and professional development	Yes	Yes	Yes	Yes
Manage change through infrastructure, hardware, and software life-cycle planning, implementation and maintenance	Yes	No	Yes	Yes

Information Technology

DEPARTMENT: City Clerk / CIO

FUND: Information Technology

PROGRAM: Information Technology Operations

ACCOUNT: 41435

Supporting Program Goal:
MAINTAIN DATABASE FOR MONITORING ALL PROBLEMS REPORTED

<u>Supporting Departmental Objectives</u>	PERFORMANCE MEASURES:			
	<u>2018-19 Actual</u>	<u>2019-20 Target</u>	<u>2019-20 Estimated</u>	<u>2020-21 Target</u>
Develop and offer numerous avenues for communication and problem resolution	Yes	Yes	Yes	Yes

Supporting Program Goal:
**ENSURE EFFECTIVE TECHNICAL AND FISCAL MANAGEMENT OF THE CITY'S
 OPERATIONS, RESOURCES, TECHNOLOGY PROJECTS AND CONTRACTS**

<u>Supporting Departmental Objectives</u>	PERFORMANCE MEASURES:			
	<u>2018-19 Actual</u>	<u>2019-20 Target</u>	<u>2019-20 Estimated</u>	<u>2020-21 Target</u>
Evaluate performance of existing solutions and utilize available resources to improve performance and minimize costs	Yes	Yes	Yes	Yes
Identify and recommend solutions to protect and preserve City information assets and investments	Yes	Yes	Yes	Yes

PERFORMANCE MEASURES:

Program/Service Outputs: (goods, services, units produced)	<u>2018-19 Actual</u>	<u>2019-20 Target</u>	<u>2019-20 Estimated</u>	<u>2020-21 Target</u>
Assets tagged and inventoried (computers, monitors, desk	906	1,189	1,189	1,189
Network printers supported	57	56	56	56
Voice mailboxes supported	220	220	230	230
Verizon devices supported	255	255	265	265
Hardware and software support requests	2,500	2,500	2,882	2,882

Public Safety

DEPARTMENT: City Clerk / CIO

FUND: General

PROGRAM: Emergency Operations Center (EOC)

ACCOUNT: 42230

MISSION:

Committed to community service through leadership, vision, and integrity.

VALUES:

Professionalism, Respect, Image, Discipline, and Efficiency

PROGRAM DESCRIPTION:

Under the direction of the City Manager, the Emergency Operations center (EOC) is responsible for the overall preparation, coordination, and response to non-typical incidents, events, and emergencies, including earthquakes, winter storms, special events, and other natural and man-made disasters. The EOC is staffed by a cross-section of personnel from all City Departments.

	<u>2018-19</u> <u>Actual</u>	<u>2019-20</u> <u>Amended</u> <u>Budget</u>	<u>2019-20</u> <u>Estimated</u>	<u>2020-21</u> <u>Budget</u>
PROGRAM EXPENDITURES:				
Services and Supplies	\$ (143)	\$ 1,000	\$ 350	\$ 14,000
Total Expenditures	<u>\$ (143)</u>	<u>\$ 1,000</u>	<u>\$ 350</u>	<u>\$ 14,000</u>

General Government

DEPARTMENT: City Clerk / CIO **FUND:** Risk Management
PROGRAM: Liability Risk Management **ACCOUNT:** 41412

PROGRAM DESCRIPTION:

Liability Risk Management includes processing and coordination of claims with carrier; oversight of liability issues and training; facilitating risk reduction; and assisting in securing the appropriate insurance coverage and documents for all City activities.

	<u>2018-19 Actual</u>	<u>2019-20 Amended Budget</u>	<u>2019-20 Estimated</u>	<u>2020-21 Budget</u>
PROGRAM EXPENDITURES:				
Services and Supplies	\$ 791,147	\$ 1,178,296	\$ 1,178,296	\$ 1,389,023
Total Expenditures	<u>\$ 791,147</u>	<u>\$ 1,178,296</u>	<u>\$ 1,178,296</u>	<u>\$ 1,389,023</u>

PROGRAM GOALS:

Continue to effectively implement streamlined liability procedures and practices, and develop informative, user-friendly databases for employees performing liability management functions.

PROGRAM OBJECTIVES:

Provide consistent, accurate information and requirements to those individuals requiring insurance and other risk management documents.

General Government

DEPARTMENT: City Clerk / CIO **FUND:** Risk Management

PROGRAM: Workers Comp Risk Managemen **ACCOUNT:** 41413

PROGRAM DESCRIPTION:

Workers Comp Risk Management includes processing and coordination of workers' compensation claims with carrier; oversight of safety issues and training; facilitating risk reduction; and assisting in securing the appropriate insurance coverage and documents for all City activities.

	<u>2018-19 Actual</u>	<u>2019-20 Amended Budget</u>	<u>2019-20 Estimated</u>	<u>2020-21 Budget</u>
PROGRAM EXPENDITURES:				
Services and Supplies	\$ 898,427	\$ 898,813	\$ 898,813	\$ 915,263
Total Expenditures	<u>\$ 898,427</u>	<u>\$ 898,813</u>	<u>\$ 898,813</u>	<u>\$ 915,263</u>

PROGRAM GOALS:

Continue to effectively implement worker's compensation procedures and practices.

PROGRAM OBJECTIVES:

Provide consistent, accurate information and requirements to those individuals requiring worker's compensation insurance

General Government

DEPARTMENT: City Clerk / CIO

FUND: Risk Management

PROGRAM: Employee Benefits

ACCOUNT: 41415

PROGRAM DESCRIPTION:

The department administers a number of open enrollment periods and the full range of employee benefits, including but not limited to a complex array of group health insurance plans, group life insurance, health savings accounts, AFLAC, CalPERS retirement contracts, COBRA, an Employee Assistance Program (EAP), and changes to MOU benefits such as leave banks and allowances.

	<u>2018-19</u> <u>Actual</u>	<u>2019-20</u> <u>Amended</u> <u>Budget</u>	<u>2019-20</u> <u>Estimated</u>	<u>2020-21</u> <u>Budget</u>
PROGRAM EXPENDITURES:				
Services and Supplies	\$ 60,754	\$ 145,000	\$ 145,000	\$ 60,000
Total Expenditures	<u>\$ 60,754</u>	<u>\$ 145,000</u>	<u>\$ 145,000</u>	<u>\$ 60,000</u>

PROGRAM GOALS:

Continue to effectively administer the City's multi-faceted employee benefit programs.

PROGRAM OBJECTIVES:

Provide consistent, accurate benefit information and requirements to all employees in a timely manner.

Department Summary - Human Resources

DEPARTMENT DESCRIPTION:

The Human Resources Department is responsible for managing the City's personnel administration, labor relations and employee development.

	<u>2018-19 Actual</u>	<u>2019-20 Amended Budget</u>	<u>2019-20 Estimated</u>	<u>2020-21 Budget</u>
EXPENDITURES BY PROGRAM:				
Personnel Management	\$ 485,445	\$ 583,173	\$ 581,947	\$ 553,387
Total	\$ 485,445	\$ 583,173	\$ 581,947	\$ 553,387

EXPENDITURES BY CATEGORY:

Salaries and Benefits	\$ 369,180	\$ 479,004	\$ 477,778	\$ 445,465
Services and Supplies	115,065	102,669	102,669	106,422
Capital Outlay	1,200	1,500	1,500	1,500
Total	\$ 485,445	\$ 583,173	\$ 581,947	\$ 553,387

EXPENDITURES BY FUND:

Internal Operations	\$ 485,445	\$ 583,173	\$ 581,947	\$ 553,387
Total	\$ 485,445	\$ 583,173	\$ 581,947	\$ 553,387

	<u>2018-19 Actual</u>	<u>2019-20 Actual</u>	<u>2020-21 Budget</u>
PERSONNEL:			
Full-time Positions	4.00	4.00	4.00
Total	4.00	4.00	4.00

General Government

DEPARTMENT: Human Resources

FUND: Internal Operations

PROGRAM: Human Resources Management

ACCOUNT: 41410

PROGRAM DESCRIPTION:

The Human Resources Department is dedicated to serving City employees and Department Managers with the support they need to continue providing high quality customer service to our citizens. HR is responsible for management of the City's personnel administrative functions. Our mission is to use fair and equitable practices to hire, develop, support, and retain a highly-qualified and diverse workforce. Our aim is to deliver excellent services to the community through innovation, collaboration, and human-centered decision making. HR's work includes administering the City's civil service and merit systems, ensuring payment of workers' compensation benefits to injured employees, assessing and managing risk, negotiating and administering labor agreements, ensuring equal employment opportunities for employees and applicants, recruiting talent, training and developing the City workforce, maintaining confidential employee records, conducting investigations and administering disciplinary procedures, upholding compliance with federal and state employment laws, and much more.

	<u>2018-19 Actual</u>	<u>2019-20 Amended Budget</u>	<u>2019-20 Estimated</u>	<u>2020-21 Budget</u>
PROGRAM EXPENDITURES:				
Salaries and Benefits	\$ 369,180	\$ 479,004	\$ 477,778	\$ 445,465
Services and Supplies	115,065	102,669	102,669	106,422
Capital Outlay	1,200	1,500	1,500	1,500
Total Expenditures	\$ 485,445	\$ 583,173	\$ 581,947	\$ 553,387

	<u>2018-19 Actual</u>	<u>2019-20 Actual</u>	<u>2020-21 Budget</u>
FULL TIME AND REGULAR PART-TIME POSITIONS:			
Human Resources Director	1.00	1.00	1.00
Human Resources Analyst I/II	1.00	-	-
Human Resources Manager	1.00	1.00	1.00
Senior Human Resources Analyst	-	1.00	1.00
Senior Administrative Assistant-Confidential	1.00	1.00	1.00
Total	4.00	4.00	4.00

SERVICE LEVEL CHANGES:

None.

General Government

DEPARTMENT: Human Resources

FUND: Internal Operations

PROGRAM: Human Resources Management

ACCOUNT: 41410

PROGRAM GOALS:

The Human Resources Department supports all City Council strategic goals by developing and maintaining the workforce necessary to achieve the objectives defined by the City Council. Whether these objectives pertain to Public Safety, Economic Development, Downtown Revitalization, Transportation Management, Water Quality, Special Projects or a myriad of other services, the City's most valuable resource in achieving its goals are the people it employs; the police officers, senior managers, planners, engineers, supervisors, maintenance workers, administrative support staff, etc. that carry out Council's strategic plans.

Program Goals include:

- Attracting and retaining qualified employees
- Develop and maintain comprehensive Personnel Policies
- Promote and maintain positive, good-faith employment relations with Employee Associations
- Develop and administer fair and impartial employee grievance and disciplinary processes in compliance with Federal, State and Local employment law
- Recommend and administer cost effective benefits programs
- Develop and maintain the City's compensation and classification plans
- Maintain legal and accurate employee records

PROGRAM OBJECTIVES:

1. Perform the classification and compensation analysis required in order to achieve desired organizational changes.
2. Obtain training and fully implement the Human Resources Module in Incode in conjunction with Finance Department staff.
3. Develop Human Resources staff.
4. Perform ongoing recruitment and hiring processes while simultaneously working with departments to improve and streamline collaborative recruitment processes that meet all legal requirements.
5. Perform ongoing benefits administration.
6. Perform ongoing personnel records administration.
7. Perform ongoing employee relations complaint resolution.
8. Continue clean up of archived personnel records and assess options for storing records electronically and automating the records retention administration.
9. Identify, promote and/or facilitate employee team building and empowerment programs.
10. Contract for service when needed to accomplish program goals.

Department Summary - Finance

DEPARTMENT DESCRIPTION:

The Finance Department is responsible for providing the financial management of all City funds and maintaining the fiscal integrity of the City. Major activities include: managing the City's investment portfolio; obtaining financing for capital requirements; financial analysis and reporting; budget management; revenue management, including billing and collection for utilities, licenses and other revenues; purchasing; transit operations; and Successor Agency administration.

	2018-19 Actual	2019-20 Amended Budget	2019-20 Estimated	2020-21 Budget
EXPENDITURES BY PROGRAM:				
Finance	\$ 1,307,558	\$ 1,252,768	\$ 1,246,817	\$ 1,325,484
Housing	360,914	417,704	417,350	728,562
Non-Departmental	1,467,097	1,814,622	1,814,422	1,585,878
Transit	817,942	-	-	-
	\$ 3,953,511	\$ 3,485,094	\$ 3,478,589	\$ 3,639,924

EXPENDITURES BY CATEGORY:

Salaries and Benefits	\$ 1,071,112	\$ 1,036,294	\$ 1,033,325	\$ 1,073,868
Services and Supplies	\$ 2,879,594	\$ 2,447,800	\$ 2,444,764	\$ 2,565,056
Capital Outlay	\$ 2,805	\$ 1,000	\$ 500	\$ 1,000
Total Expenditures	\$ 3,953,511	\$ 3,485,094	\$ 3,478,589	\$ 3,639,924

EXPENDITURES BY FUND

General Fund	\$ 1,044,182	\$ 1,294,499	\$ 1,294,499	\$ 1,280,909
General Fund - Donations	6,643	39,950	39,950	50,000
Housing (Multiple Funds)	360,914	417,704	417,350	728,562
Water	280,444	255,872	254,924	293,478
Wastewater	273,093	244,703	244,171	290,935
Transit Fund	817,942	-	-	-
Internal Operations Fund	1,170,293	1,232,366	1,227,695	996,040
Total Resources	\$ 3,953,511	\$ 3,485,094	\$ 3,478,589	\$ 3,639,924

	2018-19 Actual	2019-20 Estimated	2020-21 Budget
PERSONNEL:			
Full-time Positions	12.00	13.00	12.00
Total	12.00	13.00	12.00

General Government

DEPARTMENT: Finance	FUND: Water/ Wastewater/ Internal Operations
PROGRAM: Finance	ACCOUNT: 41430

PROGRAM DESCRIPTION:

FINANCE

The Finance program provides leadership for and plans, coordinates and monitors the activities of the Finance Department in accordance with established fiscal policies. The program is also responsible for managing the City's cash, investments and debt. The finance program also offers leadership to other departments in developing budgets that will meet program goals and maintain sufficient revenues and reserves.

ACCOUNTING

The Accounting program maintains the City's financial systems by designing and monitoring internal controls over transactions that will serve to safeguard city assets, by creating the Comprehensive Annual Financial Report (CAFR) in conformance with generally accepted accounting principles, and by coordinating an annual budget process that includes public input. The accounting program is responsible for producing various other external and internal financial reports which satisfy regulatory requirements and which also provide information to facilitate and encourage more effective policy discussions and decisions.

OPERATIONS

The Operations program includes various financial services such as revenue collections. The Tax and License operation ensures that all businesses conducting business in the City of Eureka are properly licensed. Operations collects transient occupancy tax, dog licenses and business license fees. The Utility Billing program provides accurate and timely billing of the City's water and sewer services; assists customers in applying for and discontinuing utility service; educates customers regarding how to find the cause of high water usage and responds to customer inquiries and disputes regarding their City utility accounts. The Accounts Payable program develops, implements and maintains payment processes. The Payroll program implements and maintains personnel payment processes in compliance with all Federal, State, and City regulations. The Purchasing program assists all city departments with purchasing of services, supplies and materials as approved through the budget appropriations process.

General Government

DEPARTMENT: Finance **FUND:** 273, 276, 277, 278, 285, 291 & 296
PROGRAM: Housing Programs **ACCOUNT:** 46310 & 46320

PROGRAM MISSION:

Provide adequate sites and promote the development of new housing to accommodate Eureka's fair share housing allocation. Provide adequate facilities and services for senior citizens, the homeless, and those in need of transitional housing, and others with special needs. Provide rehabilitation and acquisition loans and grants to eliminate health and safety hazards, increase affordable homeownership, and upgrade substandard housing stock. Providing emergency relocation and lead based paint grants to mitigate lead based paint hazards during rehabilitation projects, when necessary. Provide assistance and documentation for the update of the City's Housing Element and housing program guidelines current. Maintain current loan portfolio (annual declarations, property inspections, monitoring, loan modifications, and maturities) as well as maintain City Housing Program assets and marketing of housing programs.

PROGRAM DESCRIPTION:

The seven Housing Program Funds above are identified as the 2012 SuperNofa Grant #12-CDBG-8385 (273), HOME Program Income (276), CDBG Program Income (277), CAL-HOME (278), Rental Rehabilitation (285), and Housing Successor Program Income (296). Properties assisted must be located within the City limits and Borrower's must be income eligible and qualified as determined by the specific program's guidelines. Due to the elimination of Redevelopment Agencies by the State in 2012, there is no longer a reliable source of funding for housing activities. Therefore, repaid loan funds or awarded State and Federal grant funds are used for housing activities and to meet required cash match requirements. The City must rely heavily on funding from State and Federal grant awards for housing programs and special projects.

PROGRAM EXPENDITURES:	2018-19 Actual	2019-20 Amended Budget	2019-20 Estimated	2020-21 Budget
Salaries and Benefits	\$ 122,973	\$ 119,590	\$ 119,236	\$ 80,680
Materials and Services	237,941	298,114	298,114	647,882
Total Expenditures	\$ 360,914	\$ 417,704	\$ 417,350	\$ 728,562

FULL TIME AND REGULAR PART-TIME POSITIONS:	2018-19 Actual	2019-20 Estimated	2020-21 Budget
Project Manager	1.00	1.00	1.00
Housing Technician	1.00	1.00	-
Total	2.00	2.00	1.00

SERVICE LEVEL CHANGES:

FY19/20: Move Project Manager (Housing) from Development Services
 FY19/20: Move Housing Technician from Development Services
 FY20/21: De-allocate Housing Technician

Department Summary - Police

	<u>2018-19 Actual</u>	<u>2019-20 Amended Budget</u>	<u>2019-20 Estimated</u>	<u>2020-21 Budget</u>
EXPENDITURES BY PROGRAM:				
Police - General	\$ 12,392,355	\$ 13,237,251	\$ 13,237,828	\$ 11,784,419
Communications	1,325,470	1,499,558	1,496,914	1,366,951
Parking Enforcement - Special Revenue	19,307	17,124	17,216	17,547
Total	\$ 13,737,132	\$ 14,753,933	\$ 14,751,958	\$ 13,168,917
EXPENDITURES BY CATEGORY:				
Salaries and Benefits	\$ 9,685,891	\$ 10,484,928	\$ 10,484,953	\$ 10,302,367
Services and Supplies	3,312,004	3,521,728	3,519,728	2,801,550
Capital Outlay	739,237	747,277	747,277	65,000
Total	\$ 13,737,132	\$ 14,753,933	\$ 14,751,958	\$ 13,168,917
EXPENDITURES BY FUND:				
General Fund	\$ 13,098,775	\$ 14,003,796	\$ 14,001,251	\$ 13,102,370
Public Safety Grants	550,215	626,773	627,201	-
Supplemental Law Enforcement - SLES	-	1,240	1,290	-
Traffic Offender	35,063	56,000	56,000	-
Vehicle Abatement	33,772	49,000	49,000	49,000
Parking Fund	19,307	17,124	17,216	17,547
Total	\$ 13,737,132	\$ 14,753,933	\$ 14,751,958	\$ 13,168,917
PERSONNEL:				
		<u>2018-19 Actual</u>	<u>2019-20 Actual</u>	<u>2020-21 Budget</u>
Full-time Positions		81.00	78.00	72.00
Total		81.00	78.00	72.00

Public Safety

DEPARTMENT: Police

FUND: General

PROGRAM: Police

ACCOUNT: 42100

DEPARTMENT DESCRIPTION:

The Mission of the Eureka Police Department is to:

Work in partnership with the community to prevent and reduce crime, safeguard public trust, improve the quality of life and protect the future of Eureka through dedicated professional service.

It is the responsibility of all Police personnel to proactively and reactively prevent, control and investigate crime to foster safety in Eureka. EPD has put together a strategic plan to ensure a targeted approach to protecting Eureka over the next five years. The pillars of EPD's Strategic Plan are:

- Category One: Crime Control**
- Category Two: Organizational Effectiveness**
- Category Three: Personnel Development**
- Category Four: Community Policing**
- Category Five: Technological Improvement**
- Category Six: Budgetary Stability**

All tax payer money entrusted to EPD will be spent in the furtherance of one of the 6 Pillars noted above. It is also where EPD can be measure for effectiveness.

	<u>2018-19</u> <u>Actual</u>	<u>2019-20</u> <u>Amended</u> <u>Budget</u>	<u>2019-20</u> <u>Estimated</u>	<u>2020-21</u> <u>Budget</u>
PROGRAM EXPENDITURES:				
Salaries and Benefits	\$ 8,683,851	\$ 9,367,794	\$ 9,368,871	\$ 9,287,446
Services and Supplies	2,989,435	3,132,180	3,131,680	2,446,973
Capital Outlay	719,069	737,277	737,277	50,000
Total Expenditures	<u>\$ 12,392,355</u>	<u>\$ 13,237,251</u>	<u>\$ 13,237,828</u>	<u>\$ 11,784,419</u>

Public Safety

DEPARTMENT: Police

FUND: General

PROGRAM: Communications

ACCOUNT: 42125

PROGRAM MISSION:

To provide Communications Dispatching services to the City of Eureka, and maintain networking and support to other PSAPS that utilize EPD Public Safety computers.

PROGRAM DESCRIPTION:

Communications is budgeted separately due to contract services provided by the City. The City of Eureka 9-1-1 Communications Center is responsible for answering and directin emergency calls. The Communications Center provides dispatching services for Eureka Police and Humboldt Bay Fire.

	<u>2018-19 Actual</u>	<u>2019-20 Amended Budget</u>	<u>2019-20 Estimated</u>	<u>2020-21 Budget</u>
PROGRAM EXPENDITURES:				
Salaries and Benefits	\$ 985,609	\$ 1,100,737	\$ 1,099,593	\$ 998,203
Services and Supplies	319,693	388,821	387,321	353,748
Capital Outlay	20,168	10,000	10,000	15,000
Total Expenditures	<u>\$ 1,325,470</u>	<u>\$ 1,499,558</u>	<u>\$ 1,496,914</u>	<u>\$ 1,366,951</u>

	<u>2018-19 Actual</u>	<u>2019-20 Actual</u>	<u>2020-21 Budget</u>
FULL TIME AND REGULAR PART-TIME POSITIONS:			
Support Services Manager	1.00	-	-
Communications Manager	-	1.00	1.00
Communications Supervisor	1.00	-	-
Senior Communications Dispatcher	3.00	4.00	3.00
Communications Dispatcher	8.00	7.00	11.00
Total	<u>13.00</u>	<u>12.00</u>	<u>15.00</u>

SERVICE LEVEL CHANGES:

FY20/21: De-allocate Senior Communications Dispatcher position

Public Safety

DEPARTMENT: Police

FUND: General

PROGRAM: Communications

ACCOUNT: 42125

COUNCIL GOALS SUPPORTED:

CONTINUE TO FOSTER AND MAINTAIN POSITIVE AND PRODUCTIVE RELATIONSHIPS WITH ALLIED FIRE AGENCIES AND OTHER EMERGENCY ORGANIZATIONS.

<u>Supporting Departmental Objectives-Goal</u>	<u>PERFORMANCE MEASURES</u>			
	2018-19 <u>Actual</u>	2019-20 <u>Target</u>	2019-20 <u>Estimated</u>	2020-21 <u>Target</u>
Attend Operational Area meetings.	6	6	6	6

MAINTAIN EFFECTIVE FIRE PREVENTION AND EMERGENCY RESPONSE STANDARDS.

<u>Supporting Departmental Objectives-Goal</u>	<u>PERFORMANCE MEASURES</u>			
	2018-19 <u>Actual</u>	2019-20 <u>Target</u>	2019-20 <u>Estimated</u>	2020-21 <u>Target</u>
Answer 9-1-1 calls with 3 rings.	100%	100%	100%	100%
Initiate dispatch of life/death emergencies from time of call receipt to one minute.	100%	100%	100%	100%

Public Safety

DEPARTMENT: Police

FUND: Parking

PROGRAM: Parking Enforcement

ACCOUNT: 42126

PROGRAM MISSION:

The Parking Enforcement section's mission is to maintain appropriate parking space availability within enforcement zones, and to maximize the availability of parking spaces for citizens within these zones.

PROGRAM DESCRIPTION:

The Parking Enforcement section advises, marks and enforces appropriate parking regulations within the City. At least once a day the primary areas and handicapped spaces are enforced by Parking Enforcement. They are also responsible for tracking citations, collection of fines, and processing the necessary paperwork.

	<u>2018-19 Actual</u>	<u>2019-20 Amended Budget</u>	<u>2019-20 Estimated</u>	<u>2020-21 Budget</u>
PROGRAM EXPENDITURES:				
Salaries and Benefits	\$ 16,431	\$ 16,397	\$ 16,489	\$ 16,718
Services and Supplies	2,876	727	727	829
Total Expenditures	<u>\$ 19,307</u>	<u>\$ 17,124</u>	<u>\$ 17,216</u>	<u>\$ 17,547</u>

	<u>2018-19 Actual</u>	<u>2019-20 Actual</u>	<u>2020-21 Budget</u>
FULL TIME AND REGULAR PART-TIME POSITIONS:			
Police Records Specialist I/II	0.15	0.15	0.15
Total	<u>0.15</u>	<u>0.15</u>	<u>0.15</u>

SERVICE LEVEL CHANGES:

None

COUNCIL GOALS SUPPORTED:

REDUCE TRAFFIC ACCIDENT RATES IN THE CITY OF EUREKA THROUGH PARKING ENFORCEMENT.

	<u>PERFORMANCE MEASURES</u>			
<u>Supporting Departmental Objectives-Goal</u>	<u>2018-19 Actual</u>	<u>2019-20 Target</u>	<u>2019-20 Estimated</u>	<u>2020-21 Target</u>
Monitor curbside parking during peak traffic hours.	100%	100%	100%	100%
Enforce unsafe blockage of driveways and alleyways.	80%	80%	80%	80%

Department Summary - Fire

DEPARTMENT DESCRIPTION:

Effective January 1, 2015 the City of Eureka's Fire Department joined the Humboldt #1 Fire District to create the Humboldt Bay Fire JPA. The JPA is responsible for safeguarding, life and property of the residents and businesses of Eureka and the Humboldt Fire District.

	<u>2018-19 Actual</u>	<u>2019-20 Amended Budget</u>	<u>2019-20 Estimated</u>	<u>2020-21 Budget</u>
EXPENDITURES BY PROGRAM:				
Fire Services	\$ 6,800,848	\$ 7,225,471	\$ 7,225,471	\$ 6,230,781
EXPENDITURES BY CATEGORY:				
Salaries and Benefits	\$ -	\$ -	\$ -	\$ -
Services and Supplies	6,717,828	7,225,471	7,225,471	6,230,781
Capital Outlay	83,020	-	-	-
Total	\$ 6,800,848	\$ 7,225,471	\$ 7,225,471	\$ 6,230,781
EXPENDITURES BY FUND:				
General Fund	\$ 6,800,848	\$ 7,225,471	\$ 7,225,471	\$ 6,230,781
Total	\$ 6,800,848	\$ 7,225,471	\$ 7,225,471	\$ 6,230,781

Department Summary - Community Services

DEPARTMENT DESCRIPTION:

The Community Services Department provides a wide range of essential community services that improve quality of life here in Eureka. The Department is committed to making Eureka a beautiful, livable and sustainable city. The Department includes Environmental Programs, Wharfinger Building, Harbor Maintenance, Park Operations, Adorni Center, Recreation, and the Sequoia Park Zoo.

Services include parks operations. Environmental Programs administers the City's solid waste disposal contracts, develop trails, manage grants and support committee staff. The Recreation and Zoo programs offer positive and constructive recreation and learning opportunities for the community. Harbor Operations manages, maintains and develops the harbor, waterfront, Public Marina, and wetlands.

EXPENDITURES BY PROGRAM:	2018-19	2019-20	2019-20	2020-21
	Actual	Amended Budget	Estimated	Budget
Community Services - Administration	\$ 707,227	\$ 766,735	\$ 765,266	\$ 731,266
Zoo	1,266,801	1,286,786	1,287,149	1,130,170
Park Operations	983,726	931,280	931,211	776,089
Adorni	340,706	375,196	376,033	304,165
Recreation - Administration	8,895	-	-	-
Recreation - Youth	1,022,990	950,593	950,357	821,690
Recreation - Adult	154,509	190,588	189,825	180,097
Environmental Programs	98,642	89,902	89,267	74,470
Harbor	986,162	662,130	662,022	641,433
Wharfinger	222,010	252,917	252,995	225,171
Facilities Operations	983,116	1,082,711	1,081,064	978,092
Property Management	11,835	25,000	25,000	-
Airport	333,703	29,533	28,978	35,073
Total	\$ 7,120,322	\$ 6,643,371	\$ 6,639,167	\$ 5,897,716

EXPENDITURES BY CATEGORY:

Salaries and Benefits	\$ 3,783,658	\$ 3,881,080	\$ 3,877,431	\$ 3,571,897
Services and Supplies	3,050,218	2,714,291	2,713,736	2,293,819
Capital Outlay	286,446	48,000	48,000	32,000
Total	\$ 7,120,322	\$ 6,643,371	\$ 6,639,167	\$ 5,897,716

EXPENDITURES BY FUND:	2018-19	2019-20	2019-20	2020-21
	Actual	Amended Budget	Estimated	Budget
General Fund	\$ 4,442,188	\$ 4,485,178	\$ 4,483,841	\$ 3,943,477
General Fund - Donations	42,666	16,000	16,000	-
Environmental Programs	98,642	89,902	89,267	74,470
Airport	333,703	29,533	28,978	35,073
Humboldt Bay	1,208,172	915,047	915,017	866,604
Property Management	11,835	25,000	25,000	-
Internal Operations	7,306	-	-	-
Facilities Operations	975,810	1,082,711	1,081,064	978,092
Total	\$ 7,120,322	\$ 6,643,371	\$ 6,639,167	\$ 5,897,716

	2018-19	2019-20	2020-21
	Actual	Estimated	Budget
PERSONNEL:			
Full-time Positions	33.00	34.00	34.00
Regular Part-time Positions	4.04	2.64	2.64
Total	37.34	38.64	36.64

Community Services

DEPARTMENT: Community Services

FUND: General

PROGRAM: Community Services Administration

ACCOUNT: 45110

PROGRAM DESCRIPTION:

The purpose of the Community Services Administration is to provide support, overview management, and direction of all services and activities provided through the Community Services Department.

	<u>2018-19 Actual</u>	<u>2019-20 Amended Budget</u>	<u>2019-20 Estimated</u>	<u>2020-21 Budget</u>
PROGRAM EXPENDITURES:				
Salaries and Benefits	\$ 414,564	\$ 443,571	\$ 442,102	\$ 447,414
Services and Supplies	292,663	323,164	323,164	283,852
Total Expenditures	<u>\$ 707,227</u>	<u>\$ 766,735</u>	<u>\$ 765,266</u>	<u>\$ 731,266</u>
EXPENDITURES BY FUND:				
General Fund	\$ 707,227	\$ 766,735	\$ 765,266	\$ 731,266
Total	<u>\$ 707,227</u>	<u>\$ 766,735</u>	<u>\$ 765,266</u>	<u>\$ 731,266</u>

SERVICE LEVEL CHANGES:

Administrative Assistant reclassified to Recreation Coordinator

Community Services

DEPARTMENT: Community Services

FUND: General

PROGRAM: Community Services Administration

ACCOUNT: 45110

COUNCIL GOALS SUPPORTED

THE MISSION OF THE RECREATION ADMINISTRATION DIVISION IS TO PROVIDE FOR AND ENHANCE THE QUALITY OF LIFE AND SPIRIT OF THE COMMUNITY WITH A WIDE VARIETY OF RECREATIONAL PROGRAMS AND SERVICES.

PROGRAM GOALS

Implement Community Services roles and responsibilities for the City Council's strategic vision.
Maintain relationship with the Parks and Recreation Commission.

Community Services

DEPARTMENT: Community Services

FUND: General

PROGRAM: Sequoia Park Zoo

ACCOUNT: 45140

PROGRAM MISSION:

Sequoia Park Zoo inspires conservation of the natural world by instilling wonder, respect and passion for wildlife. We fulfill our mission by creating intimate connection between people and animals; providing the highest standards of animal care and exhibitry; providing innovative educational experiences; partnering with other institutions to ensure sustainability of zoo and wild populations; providing a place for our community to meet, relax, and enjoy; and appreciating and utilizing our unique redwood setting.

PROGRAM DESCRIPTION:

Sequoia Park Zoo provides the Greater Eureka community and tourists with an accessible recreational and scientifically educational facility. The Zoo cares for and exhibits a variety of fauna and flora using professional standards established by the Association of Zoos and Aquariums regarding captive animal management and conservation education.

	<u>2018-19 Actual</u>	<u>2019-20 Amended Budget</u>	<u>2019-20 Estimated</u>	<u>2020-21 Budget</u>
PROGRAM EXPENDITURES:				
Salaries and Benefits	\$ 735,905	\$ 780,250	\$ 780,613	\$ 679,576
Services and Supplies	530,896	506,536	506,536	450,594
Capital Outlay	-	-	-	-
Total Expenditures	<u>\$ 1,266,801</u>	<u>\$ 1,286,786</u>	<u>\$ 1,287,149</u>	<u>\$ 1,130,170</u>
EXPENDITURES BY FUND:				
General Fund	\$ 1,266,801	\$ 1,286,786	\$ 1,287,149	\$ 1,130,170
Total	<u>\$ 1,266,801</u>	<u>\$ 1,286,786</u>	<u>\$ 1,287,149</u>	<u>\$ 1,130,170</u>

SERVICE LEVEL CHANGES:

None.

Community Services

DEPARTMENT: Community Services

FUND: General

PROGRAM: Sequoia Park Zoo

ACCOUNT: 45140

COUNCIL GOALS SUPPORTED:

**PROVIDE QUALITY OF LIFE ENHANCEMENTS WITH UNIQUE RECREATIONAL OPPORTUNITIES
ENHANCE TOURISM BY PROVIDING QUALITY TOURIST DESTINATIONS**

Supporting Departmental Goal:

Operate a quality, AZA-accredited zoological facility.

PERFORMANCE MEASURES:

	2018-19 <u>Actual</u>	2019-20 <u>Target</u>	2019-20 <u>Estimated</u>	2020-21 <u>Target</u>
<u>Supporting Program Objectives</u>				
Maintain or increase diversity of species / #	56/190	56/190	62/252	62/270
Maintain or increase # of SSP managed species	12	12	12	15
Improve quality or eliminate older exhibits (#)	1 - BY refresh	TBD	Raccoon Exh	Rabbit/Cavy, E1
Maintain AZA accreditation	Yes	Yes	Yes	Yes
Implement Facility Master Plan		CEQA	CEQA/MP Adoption	Canopy Walk

Supporting Departmental Goal:

Partner with SPZ Foundation to provide guest services, amenity improvements, capital development.

	2018-19 <u>Actual</u>	2019-20 <u>Target</u>	2019-20 <u>Estimated</u>	2020-21 <u>Budget</u>
<u>Supporting Program Objectives</u>				
Provide special zoo events (#)	6	7	7	7
Provide full service café & gift shop (hrs operating)	90%	90%	90%	90%
Provide quarterly newsletter	1	2	1	2
Provide marketing, web & social media	\$ 50,000	\$ 50,000	\$ 50,000	\$ 50,000

Supporting Departmental Goal:

Provide educational & personal development opportunities for the community.

	2018-19 <u>Actual</u>	2019-20 <u>Target</u>	2019-20 <u>Estimated</u>	2020-21 <u>Budget</u>
<u>Supporting Program Objectives</u>				
Offer youth programs/camps (#classes / #served)	12/170	19/350	182/2856	185/2860
Offer Guided Zoo Tours (# tours / # served)	11/300	13/350	18/355	20/400
Offer Youth Volunteer Program (#participants)	25	25	52	52
Offer Adult Volunteer Program (#participants)	72	72	72	100
Offer adult classes/lectures (#participants)	400	400	400	350
School field trips (# students)	2000	2000	2260	3000

Enhance Revenue Sources for Budget Sustainability

	2018-19 <u>Actual</u>	2019-20 <u>Target</u>	2019-20 <u>Estimated</u>	2020-21 <u>Budget</u>
<u>Supporting Program Objectives</u>				
Increase Annual Attendance	105,000	107,000	90,000	110,000
Increase Revenue Through Admissions	\$ 290,000	\$ 305,000	\$ 300,000	\$ 388,000
Generate Facility Rental Revenue	\$ 1,000	\$ 3,000	\$ 2,000	\$ 4,000
Generate Class, Tours, and Program Revenue	\$ 18,500	\$ 21,400	\$ 65,000	\$ 65,000
Grant \$ submitted / Awarded	\$ 20,000	\$ 50,000	\$ 305,000	\$ 100,000

Community Services

DEPARTMENT: Community Services

FUND: General

PROGRAM: Sequoia Park Zoo

ACCOUNT: 45140

Supporting Departmental Goal:

Create a premier visitor destination for Eureka.

Supporting Departmental Goal:	2018-19 <u>Actual</u>	2019-20 <u>Target</u>	2019-20 <u>Estimated</u>	2020-21 <u>Budget</u>
Enhance Tourism (# visitors from outside Humboldt County)	15,250	16,000	45,050	55,000
Increase Visitor Stay Time (# hours)	~1.75 hrs	~1.75 hrs	~1.75 hrs	~2.75 hrs
Operate gift shop and lease café	n/a	n\s	n\ a	n\ a

Community Services

DEPARTMENT: Community Services

FUND: General

PROGRAM: Park Operations

ACCOUNT: 45150

PROGRAM DESCRIPTION:

The purpose of this program is to develop and maintain a diversified system of park and landscape facilities in a neat, clean and well-repaired condition, and operated in a friendly, courteous and equitable manner for the use and enjoyment of the public. There are a total of six community park facilities which include Halvorson Park, Cooper Gulch Park, Hartman/Kennedy ball fields, Sequoia Park, Sequoia Park Garden and the Sequoia Park Zoo. There are a total of seven neighborhood park facilities, including Carson Park, Hammond Park, Lundbar Hills Park, Highland Park, Ross Park, Clara May Berry Park, Del Norte Park, and 20-30 Park. Myrtle Grove Cer is included in the Park Facilities program. The Eureka Skate Park is now open for public use within Cooper Gulch Park. There are a total of 42 landscape facilities, 22 parking lots and 1,400 street trees throughout the city.

	<u>2018-19 Actual</u>	<u>2019-20 Amended Budget</u>	<u>2019-20 Estimated</u>	<u>2020-21 Budget</u>
PROGRAM EXPENDITURES:				
Salaries and Benefits	\$ 489,054	\$ 498,840	\$ 498,771	\$ 484,862
Services and Supplies	493,152	422,440	422,440	283,227
Capital Outlay	1,520	10,000	10,000	8,000
Total Expenditures	\$ 983,726	\$ 931,280	\$ 931,211	\$ 776,089
EXPENDITURES BY FUND:				
General Fund	\$ 941,060	\$ 915,280	\$ 915,211	\$ 776,089
General Fund - Donations	42,666	16,000	16,000	-
Total	\$ 983,726	\$ 931,280	\$ 931,211	\$ 776,089

SERVICE LEVEL CHANGES:

None.

Community Services

DEPARTMENT: Community Services

FUND: General

PROGRAM: Park Operations

ACCOUNT: 45150

COUNCIL GOALS SUPPORTED:

BECOME A VISITOR-SERVING HUB OF THE REGION.

CONTINUE TO ENCOURAGE EUREKA'S HOMEOWNERS TO ENHANCE THEIR PROPERTY...

ADOPT A PARK

ESTABLISH CLEAR, OBJECTIVE DESIGN STANDARDS THAT ARE SUPPORTED BY OUR COMMUNITY... "OPEN SPACE"

PROMOTE THE EUREKA STREET TREE PLAN, AND ENCOURAGE BOTH THE PUBLIC AND PRIVATE PLANTING AND MAINTENANCE OF TREES

GENERAL PLAN GOALS SUPPORTED

General Community Services:

Goal 5.A - To provide for a park and recreational system which includes sufficient diversity of areas and facilities to effectively serve a population with varied characteristics, densities, needs and interests, consistent with protecting environmentally sensitive habitats.

Conservation of Open Space:

Goal 6.C - To support the continued protection of valuable open space resources in and around Eureka.

PROGRAM GOALS

Provide and maintain a quality system of park and landscape facilities for the use and enjoyment of the general public.

PROGRAM OBJECTIVES:

Provide a program of high quality maintenance to parks, landscape sites and parking lots on a regular basis. Provide a program to continue upgrading playground areas to be in compliance with the Consumer Product Safety Commission guidelines. Continue the Integrated Pest Management program through the expanded use of mulch materials for weed control in planters. Provide a program for the systematic maintenance and pruning of street trees. Implement a schedule to provide a re-training class in aerial lift operation, pesticide safety and pruning techniques on a yearly basis. Provide a program to host a wide variety of community events.

Community Services

DEPARTMENT: Community Services

FUND: General

PROGRAM: Adorni Center

ACCOUNT: 45135

PROGRAM DESCRIPTION:

The Adorni Recreation Center is a community recreation center responsible for providing on-site leisure time activities for youth and adults. Adorni Center programs include sports leagues, special classes, aerobics, weight room, drop-in activities and facility rentals.

	<u>2018-19</u> <u>Actual</u>	<u>2019-20</u> <u>Amended</u> <u>Budget</u>	<u>2019-20</u> <u>Estimated</u>	<u>2020-21</u> <u>Budget</u>
PROGRAM EXPENDITURES:				
Salaries and Benefits	\$ 181,673	\$ 164,340	\$ 165,177	\$ 138,754
Services and Supplies	149,311	200,856	200,856	162,411
Capital Outlay	9,722	10,000	10,000	3,000
Total Expenditures	<u>\$ 340,706</u>	<u>\$ 375,196</u>	<u>\$ 376,033</u>	<u>\$ 304,165</u>
EXPENDITURES BY FUND:				
General Fund	\$ 340,706	\$ 375,196	\$ 376,033	\$ 304,165
Total	<u>\$ 340,706</u>	<u>\$ 375,196</u>	<u>\$ 376,033</u>	<u>\$ 304,165</u>

SERVICE LEVEL CHANGES:

None.

Community Services

DEPARTMENT: Community Services

FUND: General

PROGRAM: Adorni Center

ACCOUNT: 45135

Council Goals Supported

THE MISSION OF THE RECREATION DIVISION IS TO PROVIDE FOR AND ENHANCE THE QUALITY OF LIFE AND SPIRIT OF THE COMMUNITY WITH A WIDE VARIETY OF RECREATIONAL PROGRAMS AND SERVICES

PROGRAM OBJECTIVES:

- Develop program to host community wide special events and provide facilities for public rentals.
- Develop programs that offers special interest fitness classes on a year round basis.
- Increase Adorni Center Memberships. Provide youth and adult sports leagues.

Community Services

DEPARTMENT: Community Services

FUND: General

PROGRAM: Recreation Administration

ACCOUNT: 45131

PROGRAM DESCRIPTION:

The purpose of Recreation Administration is to provide support, overview management, and direction of all services and activities provided through the Recreation Division.

	<u>2018-19 Actual</u>	<u>2019-20 Amended Budget</u>	<u>2019-20 Estimated</u>	<u>2020-21 Budget</u>
PROGRAM EXPENDITURES:				
Salaries and Benefits	\$ -	\$ -	\$ -	\$ -
Services and Supplies	8,895	-	-	-
Total Expenditures	<u>\$ 8,895</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>
EXPENDITURES BY FUND:				
General Fund	\$ 8,895	\$ -	\$ -	\$ -
Total	<u>\$ 8,895</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>

SERVICE LEVEL CHANGES:

None.

Community Services

DEPARTMENT: Community Services

FUND: General

PROGRAM: Recreation Administration

ACCOUNT: 45131

COUNCIL GOALS SUPPORTED

THE MISSION OF THE RECREATION ADMINISTRATION DIVISION IS TO PROVIDE FOR AND ENHANCE THE QUALITY OF LIFE AND SPIRIT OF THE COMMUNITY WITH A WIDE VARIETY OF RECREATIONAL PROGRAMS AND SERVICES.

PROGRAM GOALS

Offer new and continuing programs that are of interest to all age groups. Maintain working relationships with local school districts. Maintain relationship with the Parks and Recreation Commission.

Community Services

DEPARTMENT: Community Services

FUND:

General & Donations

PROGRAM: Recreation-Youth Programs and Activities

ACCOUNT:

45132

PROGRAM DESCRIPTION:

Youth Programs and Activities provide a variety of leisure time services which offer youth ages 0-17 a selection of activities provided through the Recreation Division.

	<u>2018-19 Actual</u>	<u>2019-20 Amended Budget</u>	<u>2019-20 Estimated</u>	<u>2020-21 Budget</u>
PROGRAM EXPENDITURES:				
Salaries and Benefits	\$ 881,968	\$ 803,348	\$ 803,112	\$ 708,585
Services and Supplies	136,033	142,245	142,245	113,105
Capital Outlay	4,989	5,000	5,000	-
Total Expenditures	<u>\$ 1,022,990</u>	<u>\$ 950,593</u>	<u>\$ 950,357</u>	<u>\$ 821,690</u>
EXPENDITURES BY FUND:				
General Fund	\$ 1,022,990	\$ 950,593	\$ 950,357	\$ 821,690
Total	<u>\$ 1,022,990</u>	<u>\$ 950,593</u>	<u>\$ 950,357</u>	<u>\$ 821,690</u>

SERVICE LEVEL CHANGES:

None.

Community Services

DEPARTMENT: Community Services

FUND:

General & Donations

PROGRAM: Recreation-Youth Programs and Activities

ACCOUNT:

45132

General Plan Goal Supported

TO ENSURE THAT A RANGE OF RECREATION SERVICES, ACTIVITIES, AND PROGRAMS ARE OFFERED WHICH PROVIDE A DESIRABLE QUALITY OF LIFE FOR ALL CITIZENS OF EUREKA

PROGRAM GOALS:

Maintain after-school & teen programs for youth. Provide a youth basketball league.

Provide a Roller Skating Program at the Municipal Auditorium.

Provide summer day camps, playgrounds and expand outdoor recreation programs.

Community Services

DEPARTMENT: Community Services

FUND: General

PROGRAM: Recreation-Adult Programs and Activities

ACCOUNT: 45133

PROGRAM DESCRIPTION:

Adult Programs and Activities provide a variety of leisure time services which offer a positive recreation experience. Adult programs include special classes, sports, and special events.

	<u>2018-19 Actual</u>	<u>2019-20 Amended Budget</u>	<u>2019-20 Estimated</u>	<u>2020-21 Budget</u>
PROGRAM EXPENDITURES:				
Salaries and Benefits	\$ 120,855	\$ 149,308	\$ 148,545	\$ 138,454
Services and Supplies	29,879	37,280	37,280	39,643
Capital Outlay	3,775	4,000	4,000	2,000
Total Expenditures	<u>\$ 154,509</u>	<u>\$ 190,588</u>	<u>\$ 189,825</u>	<u>\$ 180,097</u>
EXPENDITURES BY FUND:				
General Fund	\$ 154,509	\$ 190,588	\$ 189,825	\$ 180,097
Total	<u>\$ 154,509</u>	<u>\$ 190,588</u>	<u>\$ 189,825</u>	<u>\$ 180,097</u>

SERVICE LEVEL CHANGES:

None.

Community Services

DEPARTMENT: Community Services

FUND: General

PROGRAM: Recreation-Adult Programs and Activities

ACCOUNT: 45133

COUNCIL GOALS SUPPORTED:

THE MISSION OF THE RECREATION DIVISION IS TO PROVIDE FOR AND ENHANCE THE QUALITY OF LIFE AND SPIRIT OF THE COMMUNITY WITH A WIDE VARIETY OF RECREATIONAL PROGRAMS AND SERVICES

PROGRAM OBJECTIVES:

Provide men's basketball leagues. Provide women's volleyball leagues. Provide men's, women's and co-ed softball leagues. Maintain or increase participation levels in adult programs. Add Outdoor Recreation Programs.

Community Services

DEPARTMENT: Community Services

Fund: Environmental Programs

PROGRAM: Environmental Programs

Account: 44505

PROGRAM MISSION:

The Environmental Program's mission is to provide the City Council with a variety of special programs and projects intended to address immediate and long term environmental concerns for the citizens of the City of Eureka.

PROGRAM DESCRIPTION:

The Environmental Programs division is responsible for overseeing compliance with the Integrated Waste management Act of 1989 (AB939) as it applies to recycling, source reduction, composting, household hazardous waste, public information and education. The division provides project oversight and management analysis in other programs and activities including trail development, greenhouse gas reduction (AB32: CA Global Warming Solutions Act of 2006) and other environmental projects as assigned. It also provides direct assistance to the Community Services Department with a variety of special projects including grants management, emergency operations and special events. The Division works with other departments on various environmental and planning issues.

	<u>2018-19 Actual</u>	<u>2019-20 Amended Budget</u>	<u>2019-20 Estimated</u>	<u>2020-21 Budget</u>
PROGRAM EXPENDITURES:				
Salaries and Benefits	\$ 40,633	\$ 41,030	\$ 40,395	\$ 34,301
Services and Supplies	58,009	48,872	48,872	40,169
Total Expenditures	\$ 98,642	\$ 89,902	\$ 89,267	\$ 74,470
EXPENDITURES BY FUND:				
Environmental Programs	\$ 98,642	\$ 89,902	\$ 89,267	\$ 74,470
Total	\$ 98,642	\$ 89,902	\$ 89,267	\$ 74,470

SERVICE LEVEL CHANGES:

None.

Community Services

DEPARTMENT: Community Services

FUND: General

PROGRAM: Facilities Operations

ACCOUNT: 44500

PROGRAM DESCRIPTION:

The Facilities Operations program is responsible for the maintenance and systems operation of over eighty City buildings. Major facilities include City Hall, Eureka Fire Headquarters, Municipal Auditorium, Adorni Recreation Center, Fisherman's Building, Eureka Police Headquarter, Wharfinger Building, and the Economic Development Administration Plant. Service functions provided are custodial, carpentry, electrical, plumbing, painting, and event set up. Facility maintenance is also provided to the Sequoia Park Zoo, Recreational Facilities, and traffic signal electrical services throughout the City system.

	<u>2018-19 Actual</u>	<u>2019-20 Amended Budget</u>	<u>2019-20 Estimated</u>	<u>2020-21 Budget</u>
PROGRAM EXPENDITURES:				
Salaries and Benefits	\$ 514,941	\$ 607,035	\$ 605,388	\$ 582,477
Services and Supplies	468,175	465,676	465,676	385,615
Capital Outlay	-	10,000	10,000	10,000
Total Expenditures	<u>\$ 983,116</u>	<u>\$ 1,082,711</u>	<u>\$ 1,081,064</u>	<u>\$ 978,092</u>
EXPENDITURES BY FUND:				
Internal Operations Fund	\$ 7,306	\$ -	\$ -	\$ -
Facilities Operations Fund	975,810	1,082,711	1,081,064	978,092
Total	<u>\$ 983,116</u>	<u>\$ 1,082,711</u>	<u>\$ 1,081,064</u>	<u>\$ 978,092</u>

SERVICE LEVEL CHANGES:

FY20/21: De-allocate Facilities Maintenance Specialist

Community Services

DEPARTMENT: Community Services

FUND: General

PROGRAM: Facilities Operations

ACCOUNT: 44500

COUNCIL GOALS SUPPORTED:

***BECOME A VISITOR-SERVING HUB OF THE REGION.
SUPPORT PUBLIC AND PRIVATE EFFORTS TO IMPROVE STREET LIGHTING IN EUREKA.
DEVELOP MULTI-DISCIPLINE/MULTI-AGENCY REGIONAL TRAINING FACILITIES WITHIN CITY LIMITS.
CONTINUE PROMOTING THE SAFE AND EFFICIENT FLOW OF TRAFFIC IN THE CITY OF EUREKA.
THE CITY OF EUREKA USES TECHNOLOGY TO STREAMLINE AND ASSIST CITIZEN EFFORTS TO
ACCESS INFORMATION AND TO SUBMIT APPLICATIONS.***

PROGRAM GOALS

Develop a schedule to provide corrective and preventative maintenance for over eighty City buildings and facilities. Develop a work schedule to provide regular custodial care to City offices, restrooms, conference and recreational facilities. Develop a system to track and prioritize service requests by department. Implement a program to provide maintenance service and emergency repairs to City traffic signals and sewer pump station alarm system. Maintain street lighting on 4th and 5th streets downtown and parking lot lighting systems. Maintain traffic signal systems.

PROGRAM OBJECTIVES:

Implement a schedule to provide corrective and preventative maintenance to City buildings and facilities. Implement a schedule to provide custodial care to City offices, restrooms, conference and recreational facilities on a daily basis. Implement a Work Order Backlog system to track and prioritize service requests by department. Implement a program to perform regular maintenance to City traffic signals and sewer pump station alarm system. Continue to relieve back-logged work orders.

Community Services

DEPARTMENT: Community Services

FUND: Harbor

PROGRAM: Harbor Operations

ACCOUNT: 44440

PROGRAM DESCRIPTION:

The Harbor program is responsible for overseeing the operation and maintenance of the City's Public Marina and maintenance of other waterfront property and structures, including the Eureka Public Marina, Samoa Bridge Boat Ramp, Bonnie Gool Dock, K Street Dock, J Street Dock, F Street Dock, Dock B, the Boardwalk, Del Norte Street Pier and Fisherman's Terminal/Building. In addition, this program is responsible for maintenance projects at the Economic Development Administration (EDA) fish plant and Samoa Bridge Boat Ramp restrooms. Harbor also oversees maintenance of Trusdale Vista Point, Eureka Marsh and other City-owned wetland areas. The Waterfront Revitalization Program cooperates with the Harbor and involves planning, coordination and review of twelve waterfront projects, including dock reconstructions and others.

	<u>2018-19 Actual</u>	<u>2019-20 Amended Budget</u>	<u>2019-20 Estimated</u>	<u>2020-21 Budget</u>
PROGRAM EXPENDITURES:				
Salaries and Benefits	\$ 307,036	\$ 295,594	\$ 295,486	\$ 286,420
Services and Supplies	677,824	361,536	361,536	350,013
Capital Outlay	1,302	5,000	5,000	5,000
Total Expenditures	\$ 986,162	\$ 662,130	\$ 662,022	\$ 641,433
EXPENDITURES BY FUND:				
Humboldt Bay	\$ 986,162	\$ 662,130	\$ 662,022	\$ 641,433
Total	\$ 986,162	\$ 662,130	\$ 662,022	\$ 641,433

SERVICE LEVEL CHANGES:

None.

Community Services

DEPARTMENT: Community Services

FUND: Harbor

PROGRAM: Harbor Operations

ACCOUNT: 44440

COUNCIL GOALS SUPPORTED:

***BECOME A VISITOR-SERVING HUB OF THE REGION.
ATTRACT CITY RESIDENTS DOWNTOWN BY ENHANCING THE EXCITING MIX OF RESTAURANTS,
RETAIL, WATER ACCESS AND HOUSING ON OUR WATERFRONT.
MAKE DOWNTOWN LIVING ATTRACTIVE AND EXCITING BY ENHANCING RECREATIONAL AND
PEDESTRIAN USE ALONG THE WATERFRONT.***

GENERAL PLAN GOALS SUPPORTED:

Water Transportation

Goal 3.G - To support the water transportation needs of commercial fishing and recreational boating operations

Coastal Recreation and Access

Goal 5.B - To provide public open space and shoreline access ways throughout the Coastal Zone consistent with protecting environmentally sensitive habitats and other coastal priority land uses.

Aquatic Resources and Marine, Wetland, and Riparian Habitat

Goal 6.A - To protect and enhance the natural qualities of the Eureka area's aquatic resources and to preserve the area's valuable marine, wetland, and riparian habitat.

PROGRAM GOALS

Provide quality services and maintenance at the Eureka Public Marina and other waterfront facilities for public use and enjoyment of Humboldt Bay.

PROGRAM OBJECTIVES:

Implement schedule to check and maintain docks on a daily basis. Implement program to train staff in the use of the Eureka Public Marina Standard Operations Procedures Manual. Implement Program to clean up and remove derelict vessels at the Eureka Public Marina. Implement program to provide public marina rental and event set up at the Wharfinger Building. Implement program to oversee 221 acres of wetlands adjacent to Humboldt Bay. Operation and maintenance of Fisherman's Terminal/Building.

Community Services

DEPARTMENT: Community Services

FUND: Humboldt Bay

PROGRAM: Wharfinger

ACCOUNT: 44441

PROGRAM DESCRIPTION:

The Wharfinger Program is responsible for administering all uses of the Wharfinger Building. Administrative support is provided for the operation of the Marina and Harbor Maintenance programs. Budget preparation and purchasing assistance is provided for Harbor Maintenance, Facilities Operations and Parks Division.

	<u>2018-19 Actual</u>	<u>2019-20 Amended Budget</u>	<u>2019-20 Estimated</u>	<u>2020-21 Budget</u>
PROGRAM EXPENDITURES:				
Salaries and Benefits	\$ 97,029	\$ 97,764	\$ 97,842	\$ 71,054
Services and Supplies	124,981	151,153	151,153	150,117
Capital Outlay	-	4,000	4,000	4,000
Total Expenditures	<u>\$ 222,010</u>	<u>\$ 252,917</u>	<u>\$ 252,995</u>	<u>\$ 225,171</u>
EXPENDITURES BY FUND:				
Humboldt Bay	\$ 222,010	\$ 252,917	\$ 252,995	\$ 225,171
Total	<u>\$ 222,010</u>	<u>\$ 252,917</u>	<u>\$ 252,995</u>	<u>\$ 225,171</u>

SERVICE LEVEL CHANGES:

None.

Community Services

DEPARTMENT: Community Services

FUND: Humboldt Bay

PROGRAM: Wharfinger

ACCOUNT: 44441

COUNCIL GOALS SUPPORTED:

***BECOME A VISITOR-SERVING HUB OF THE REGION.
ATTRACT CITY RESIDENTS DOWNTOWN BY ENHANCING THE EXCITING MIX OF RESTAURANTS,
RETAIL, WATER ACCESS AND HOUSING ON OUR WATERFRONT.
MAKE DOWNTOWN LIVING ATTRACTIVE AND EXCITING BY ENHANCING RECREATIONAL AND
PEDESTRIAN USE ALONG THE WATERFRONT.***

GENERAL PLAN GOALS SUPPORTED

Coastal Recreation and Access

Goal 5.B - To provide public open space and shoreline Accessways throughout the Coastal Zone consistent with protecting environmentally sensitive habitats and other coastal priority land uses.

Recreation Services

Goal 5.C - To ensure that a range of recreation services, activities, and programs are offered which provide a desirable quality of life for all citizens of Eureka.

PROGRAM GOALS

Provide and maintain a quality facility for the general public's use. Provide space for meetings, receptions and conferences.

PROGRAM OBJECTIVES:

Develop marketing strategy to increase rentals at the Wharfinger Building with particular focus provided to the Bay Room. Provide and maintain a high level of customer service for all Wharfinger Building activities. Offer quarterly staff training workshops. Revise and upgrade building rental regulations and guidelines.

Community Services

DEPARTMENT: Community Services **FUND:** General, Harbor & Golf Course
PROGRAM: Property Management **ACCOUNT:** 44510

PROGRAM MISSION:

The Property Management Program mission is to manage, maintain and enhance all City owned property while ensuring all properties are being utilized to achieve the highest possible benefit to the City.

PROGRAM DESCRIPTION:

The Property Management Program provides for the operational activities of City owned real property in accordance with established real property procedures and policies. Property Management includes negotiating and managing real property leases, sales and acquisition, determining and adjusting base rents, coordinating inspections and providing responsible and complex staff assistance to various City departments.

	<u>2018-19 Actual</u>	<u>2019-20 Amended Budget</u>	<u>2019-20 Estimated</u>	<u>2020-21 Budget</u>
PROGRAM EXPENDITURES:				
Salaries and Benefits	\$ -	\$ -	\$ -	\$ -
Services and Supplies	11,835	25,000	25,000	-
Total Expenditures	\$ 11,835	\$ 25,000	\$ 25,000	\$ -

EXPENDITURES BY FUND:				
General Fund	\$ -	\$ -	\$ -	\$ -
Harbor Fund	-	-	-	-
Golf Course Fund	11,835	25,000	25,000	-
Total	\$ 11,835	\$ 25,000	\$ 25,000	\$ -

SERVICE LEVEL CHANGES:

Program transferred to Community Services

Community Services

DEPARTMENT: Community Services

FUND: Airport

PROGRAM: Municipal Airport

ACCOUNT: 44520

PROGRAM MISSION:

The Airport Program mission is to manage, maintain, and enhance the Eureka Municipal Airport while ensuring that it is being utilized to the highest possible benefit to the City.

PROGRAM DESCRIPTION:

The Airport Program plans, coordinates and oversees the operation of the Eureka Municipal Airport. Oversight of the Airport includes preparing and submitting a ten year Capital Improvement Plan to the Division of Aeronautics, applying for grants and loans to implement the Plan, and coordinating and responding to inspections of the Airport with the Division of Aeronautics.

	<u>2018-19</u> <u>Actual</u>	<u>2019-20</u> <u>Amended</u> <u>Budget</u>	<u>2019-20</u> <u>Estimated</u>	<u>2020-21</u> <u>Budget</u>
PROGRAM EXPENDITURES:				
Salaries and Benefits	\$ -	\$ -	\$ -	\$ -
Services and Supplies	68,565	29,533	28,978	35,073
Capital Outlay	265,138	-	-	-
Total Expenditures	\$ 333,703	\$ 29,533	\$ 28,978	\$ 35,073

Service Level Changes:

Program transferred to Community Services

Community Services

DEPARTMENT: Community Services

FUND: Golf Course

PROGRAM: Golf Course

ACCOUNT: 44510

PROGRAM MISSION:

The Golf Course Management Program mission is to provide support to the golf course management team.

PROGRAM DESCRIPTION:

In FY18/19 the Golf Course program was transferred to the City's non-profit agency, CAPE.

COUNCIL GOALS SUPPORTED:

INCREASE THE RESILIENCE OF OUR CITY BUDGET TO STATE TAKEAWAYS AND OTHER FLUCTUATIONS IN OUTSIDE FUNDING SOURCES

<u>Supporting Department Objectives</u>	<u>PERFORMANCE MEASURES:</u>			
	<u>2018-19 Actual</u>	<u>2019-20 Target</u>	<u>2019-20 Estimated</u>	<u>2020-21 Target</u>
Consumer Price Index Adjustments	Yes	Yes	Yes	Yes

BECOME THE INFORMATION AND TECHNOLOGY CAPITOL OF THE REGION

<u>Supporting Department Objectives</u>	<u>PERFORMANCE MEASURES:</u>			
	<u>2018-19 Actual</u>	<u>2019-20 Target</u>	<u>2019-20 Estimated</u>	<u>2020-21 Target</u>
Respond in timely manner to phone messages	95%	100%	100%	100%
Update website with applicable information	5	12	12	12

Department Summary - Public Works

DEPARTMENT DESCRIPTION:

The Public Works Department provides a wide range of essential community services that improve quality of life here in Eureka. The Department is committed to making Eureka a beautiful, livable and sustainable city. The Department includes Environmental Programs, Fleet Maintenance, Facilities Operations, Harbor Maintenance, Park Operations, the Sequoia Park Zoo, Stormwater, Street/Alley Maintenance, Wastewater Collection, Water Distribution, and Water and Wastewater Treatment and Engineering.

EXPENDITURES BY PROGRAM:	2018-19	2019-20	2019-20	2020-21
	Actual	Amended Budget	Estimated	Budget
Administration	\$ 435,490	\$ 384,390	\$ 380,076	\$ 387,986
Stormwater	228,941	237,563	237,432	179,820
Streets/Alley Maintenance	1,114,521	1,204,679	1,203,617	1,075,804
Water Distribution	2,457,217	1,703,015	1,702,919	1,610,380
Water Treatment	3,923,732	3,982,668	3,982,753	4,110,952
Sewer Collection	3,121,092	2,456,792	2,455,712	2,046,933
Wastewater Treatment	3,655,999	3,232,040	3,229,252	3,534,733
Equipment Operations	1,898,355	1,977,831	1,975,940	2,101,180
Engineering	1,002,278	1,292,551	1,289,734	1,337,349
Traffic	291,490	352,528	350,906	375,324
Building - Code Enforcement	956,610	458,734	458,158	475,983
Total	\$19,085,725	\$ 17,282,791	\$17,266,499	\$17,236,444

EXPENDITURES BY CATEGORY:

Salaries and Benefits	\$ 5,874,679	\$ 6,286,098	\$ 6,278,435	\$ 6,802,609
Services and Supplies	12,921,044	9,603,126	9,594,697	9,731,635
Capital Outlay	290,002	1,393,567	1,393,367	702,200
Total	\$19,085,725	\$ 17,282,791	\$17,266,499	\$17,236,444

EXPENDITURES BY FUND:	2018-19	2019-20	2019-20	2020-21
	Actual	Amended Budget	Estimated	Budget
General Fund	\$ 1,240,272	\$ 1,375,044	\$ 1,373,375	\$ 1,196,204
Gas Tax Fund	563,867	621,340	620,251	608,342
Parking Fund	82,535	84,538	84,282	91,331
Water Fund	6,975,201	6,384,297	6,381,655	6,441,064
Wastewater Fund	7,368,885	6,381,007	6,372,838	6,322,340
Building Fund	956,610	458,734	458,158	475,983
Equipment Operations Fund	1,898,355	1,977,831	1,975,940	2,101,180
Total	\$19,085,725	\$ 17,282,791	\$17,266,499	\$17,236,444

PERSONNEL:	2018-19	2019-20	2020-21
	Actual	Actual	Budget
Full-time Positions	74.00	74.00	70.00
Total	74.00	74.00	70.00

Public Works

DEPARTMENT: Public Works

FUND: General, Water & Wastewater Fund

PROGRAM: Administration

ACCOUNT: 44128

PROGRAM DESCRIPTION:

The primary function of the Administration program is to provide direct assistance to the City Manager and administrative support for the Public Works Department which includes a wide range of basic community services that improve the quality of life. These services include Water Treatment and Distribution, Wastewater Collection and Treatment, Stormwater and Streets/Alleys Maintenance.

	<u>2018-19</u> <u>Actual</u>	<u>2019-20</u> <u>Amended</u> <u>Budget</u>	<u>2019-20</u> <u>Estimated</u>	<u>2020-21</u> <u>Budget</u>
PROGRAM EXPENDITURES:				
Salaries and Benefits	\$ 360,081	\$ 317,462	\$ 313,648	\$ 326,246
Services and Supplies	75,409	66,928	66,428	61,740
Capital Outlay	-	-	-	-
Total Expenditures	\$ 435,490	\$ 384,390	\$ 380,076	\$ 387,986

	<u>2018-19</u> <u>Actual</u>	<u>2019-20</u> <u>Amended</u> <u>Budget</u>	<u>2019-20</u> <u>Estimated</u>	<u>2020-21</u> <u>Budget</u>
EXPENDITURES BY FUND:				
General fund	\$ 25,357	\$ 29,780	\$ 29,758	\$ 24,050
Water	205,443	178,360	176,464	181,967
Wastewater	204,690	176,250	173,854	181,969
Total	\$ 435,490	\$ 384,390	\$ 380,076	\$ 387,986

	<u>2018-19</u> <u>Actual</u>	<u>2019-20</u> <u>Actual</u>	<u>2020-21</u> <u>Budget</u>
FULL TIME AND REGULAR PART-TIME POSITIONS:			
Public Works Director / Chief Building Official	0.70	0.70	0.70
Deputy PW Director - Field Operations	0.70	0.70	0.70
Administrative Technician I/II	1.00	1.00	1.00
Project Manager	1.00	1.00	1.00
Special Project Manager	-	-	-
Total	3.40	3.40	3.40

SERVICE LEVEL CHANGES:

None.

Public Works

DEPARTMENT: Public Works

FUND: General, Water & Wastewater Fund

PROGRAM: Administration

ACCOUNT: 44128

COUNCIL GOALS SUPPORTED:

IMPROVING QUALITY OF LIFE

Supporting Program Goals:

Provide friendly and responsive customer service to Eureka Citizens and protect the quality of life by enforcing City ordinances and all applicable laws pertaining to city property and right of way violations.

Supporting Program Objectives:

Process each request for service within 24 hours and follow the process to completion.

Investigate each violation complaint within 24 hours and take appropriate action to have the violations corrected in the time required.

IMPROVING QUALITY OF LIFE BY FACILITATING SUSTAINABILITY EFFORTS

Supporting Program Goals:

Continue efforts working with Public Works Divisions and other Departments to develop policies that incorporate environmental responsibility into City operations including developing green measures for City buildings, city improvements, energy reduction, waste diversion, water conservation and stormwater management.

Supporting Program Objectives:

Participate in Public Works related committees and report back to appropriate Division for any necessary follow-up

Evaluate opportunities for fuel savings and greening of the City's fleet and make recommendations to the City Council when appropriate.

Assist other Public Works staff when needed to implement Best Management Practices for Municipal Operations that protect water quality and promote sustainability

Public Works

DEPARTMENT: Public Works

FUND: General & Gas Tax

PROGRAM: Stormwater

ACCOUNT: 44130

PROGRAM DESCRIPTION:

The Stormwater Division is the lead in the City's effort to protect water quality by reducing the discharge of pollutants into the storm drain system and receiving waters to the maximum extent practicable. These activities include but are not limited to the following six Minimum Control Measures (MCMs) of the City's Stormwater Management Plan (SWMP): Public Education and Outreach, Public Involvement/Participation, Illicit Discharge Detection and Elimination, Pollution Prevention and Good Housekeeping in Municipal Operations, Construction Site Stormwater Runoff Control and Post-Construction Stormwater Management.

	<u>2018-19 Actual</u>	<u>2019-20 Amended Budget</u>	<u>2019-20 Estimated</u>	<u>2020-21 Budget</u>
PROGRAM EXPENDITURES:				
Salaries and Benefits	\$ 124,115	\$ 97,737	\$ 97,606	\$ 55,720
Services and Supplies	104,826	139,826	139,826	124,100
Capital Outlay	-	-	-	-
Total Expenditures	<u>\$ 228,941</u>	<u>\$ 237,563</u>	<u>\$ 237,432</u>	<u>\$ 179,820</u>

EXPENDITURES BY FUND:

General Fund	\$ 228,941	\$ 237,563	\$ 237,432	\$ 179,820
Total	<u>\$ 228,941</u>	<u>\$ 237,563</u>	<u>\$ 237,432</u>	<u>\$ 179,820</u>

SERVICE LEVEL CHANGES:

None.

Public Works

DEPARTMENT: Public Works

FUND: General, Gas Tax & Parking

PROGRAM: Streets/Alley Maintenance

ACCOUNT: 44200

PROGRAM DESCRIPTION:

This program is responsible for upkeep of the City's public street and alley surfaces, regulatory, warning and street name signs, pavement and curb markings, storm drain system maintenance, weed abatement of City and Redevelopment Agency properties, airport pavement and perimeter care, and maintenance and repair of City's off-street parking lots and meters. Sweeping provides services to maintain the cleanliness and appearance of all streets, alleys and parking lots through debris, rubbish and leaf removal, and enhances storm drain facility operations. The program assists other departments with projects by providing manpower and equipment, completing abatement projects on private property as deemed necessary by the Fire Department, and collecting repair costs for damaged property within its area of responsibility.

	<u>2018-19 Actual</u>	<u>2019-20 Amended Budget</u>	<u>2019-20 Estimated</u>	<u>2020-21 Budget</u>
PROGRAM EXPENDITURES:				
Salaries and Benefits	\$ 578,154	\$ 593,369	\$ 592,307	\$ 632,178
Services and Supplies	526,575	581,310	581,310	413,626
Capital Outlay	9,792	30,000	30,000	30,000
Total Expenditures	<u>\$1,114,521</u>	<u>\$1,204,679</u>	<u>\$1,203,617</u>	<u>\$1,075,804</u>
EXPENDITURES BY FUND:				
General Fund	\$ 623,237	\$ 693,301	\$ 692,585	\$ 604,398
Gas Tax Fund	444,259	465,706	465,335	422,449
Parking Fund	47,025	45,672	45,697	48,957
Total	<u>\$1,114,521</u>	<u>\$1,204,679</u>	<u>\$1,203,617</u>	<u>\$1,075,804</u>

SERVICE LEVEL CHANGES:

FY20/21: De-allocate Maintenance Worker I/II

Public Works

DEPARTMENT: Public Works

FUND: Water

PROGRAM: Water Distribution

ACCOUNT: 44370

PROGRAM DESCRIPTION:

This program provides installation and maintenance of the water distribution and transmission system, installs new domestic water connections, fire service connections, and fire hydrants. The division maintains the Mad River transmission line from Arcata to Eureka, reads all meters and assists the Finance Department with the collection process. The division strives to protect and maintain water quality within the distribution system; tests and repairs City backflow prevention devices; and tests private backflow devices to ensure proper operation.

	<u>2018-19</u> <u>Actual</u>	<u>2019-20</u> <u>Amended</u> <u>Budget</u>	<u>2019-20</u> <u>Estimated</u>	<u>2020-21</u> <u>Budget</u>
PROGRAM EXPENDITURES:				
Salaries and Benefits	\$ 760,270	\$ 788,834	\$ 789,932	\$ 796,355
Services and Supplies	1,602,091	737,181	735,987	629,025
Capital Outlay	94,856	177,000	177,000	185,000
Total Expenditures	<u>\$ 2,457,217</u>	<u>\$ 1,703,015</u>	<u>\$ 1,702,919</u>	<u>\$ 1,610,380</u>
EXPENDITURES BY FUND:				
Water	\$ 2,457,217	\$ 1,703,015	\$ 1,702,919	\$ 1,610,380
Total	<u>\$ 2,457,217</u>	<u>\$ 1,703,015</u>	<u>\$ 1,702,919</u>	<u>\$ 1,610,380</u>

SERVICE LEVEL CHANGES:

None.

Public Works

DEPARTMENT: Public Works

FUND: Water

PROGRAM: Water Treatment

ACCOUNT: 44420

PROGRAM MISSION:

It is the mission of the City of Eureka Water Treatment program to provide high quality services to our community. Included in these services is the efficient delivery of healthful and wholesome drinking water.

PROGRAM DESCRIPTION:

The Water Treatment program provides operation and maintenance of the City's potable water storage facilities and boost stations. Activities include operation, maintenance, water quality laboratory, meter reading, grounds keeping, customer service calls, plan review and backflow prevention program.

	<u>2018-19</u> <u>Actual</u>	<u>2019-20</u> <u>Amended</u> <u>Budget</u>	<u>2019-20</u> <u>Estimated</u>	<u>2020-21</u> <u>Budget</u>
PROGRAM EXPENDITURES:				
Salaries and Benefits	\$ 347,779	\$ 404,016	\$ 405,161	\$ 492,170
Services and Supplies	3,565,080	3,565,272	3,564,212	3,605,402
Capital Outlay	10,873	13,380	13,380	13,380
Total	\$ 3,923,732	\$ 3,982,668	\$ 3,982,753	\$ 4,110,952
EXPENDITURES BY FUND:				
Water Treatment	\$ 3,923,732	\$ 3,982,668	\$ 3,982,753	\$ 4,110,952
Total	\$ 3,923,732	\$ 3,982,668	\$ 3,982,753	\$ 4,110,952

SERVICE LEVEL CHANGES:

None.

Public Works

DEPARTMENT: Public Works

FUND: Wastewater Collection

PROGRAM: Sewer Collection

ACCOUNT: 44380

PROGRAM DESCRIPTION:

This program provides maintenance, installation, and replacement of the sewer collection system including proactive preventative line cleaning, root control and video inspection of the collection system. The division maintains 17 sewer lift stations, installs minor main line extensions and new customer connections.

PROGRAM EXPENDITURES:	2018-19	2019-20	2019-20	2020-21
	Actual	Amended Budget	Estimated	Budget
Salaries and Benefits	\$ 868,029	\$ 1,027,867	\$ 1,027,037	\$ 1,188,376
Services and Supplies	2,206,540	826,311	826,061	762,557
Capital Outlay	46,523	602,614	602,614	96,000
Total Expenditures	\$ 3,121,092	\$ 2,456,792	\$ 2,455,712	\$ 2,046,933
EXPENDITURES BY FUND:				
Sewer Collection	\$ 3,121,092	\$ 2,456,792	\$ 2,455,712	\$ 2,046,933
Total	\$ 3,121,092	\$ 2,456,792	\$ 2,455,712	\$ 2,046,933

SERVICE LEVEL CHANGES:

None.

Public Works

DEPARTMENT: Public Works

FUND: Wastewater Operating

PROGRAM: Wastewater Treatment

ACCOUNT: 44430

PROGRAM MISSION:

It is the mission of the Elk River Wastewater Treatment Plant to protect public health, the environment, and to provide for the beneficial use of the waters in the greater Eureka area. Beneficial uses include all commercial and recreational activity as well as protection of the natural wildlife habitat found in the area.

PROGRAM DESCRIPTION:

The Wastewater Treatment program provides operation and maintenance of the wastewater treatment facilities. These facilities include the wastewater treatment plant, four pumping stations, one hundred thirty-nine acres of constructed wetlands, and a one hundred acre biosolids reclamation site. Activities include process control, equipment maintenance, laboratory analysis, industrial pretreatment, janitorial and ground maintenance, and administration.

	2018-19	2019-20		
	Actual	Amended	2019-20	2020-21
	Actual	Budget	Estimated	Budget
PROGRAM EXPENDITURES:				
Salaries and Benefits	\$ 1,165,236	\$ 1,049,239	\$ 1,049,076	\$ 1,112,090
Services and Supplies	2,400,011	1,984,981	1,982,356	2,224,823
Capital Outlay	90,752	197,820	197,820	197,820
Total Expenditures	\$ 3,655,999	\$ 3,232,040	\$ 3,229,252	\$ 3,534,733
EXPENDITURES BY FUND:				
WW Treatment	\$ 3,655,999	\$ 3,232,040	\$ 3,229,252	\$ 3,534,733
Total	\$ 3,655,999	\$ 3,232,040	\$ 3,229,252	\$ 3,534,733

SERVICE LEVEL CHANGES:

None.

Public Works

DEPARTMENT: Public Works

FUND: Equipment Operations

PROGRAM: Equipment Operations

ACCOUNT: 44360

PROGRAM DESCRIPTION:

Equipment Operations provides fleet maintenance and repair services for the City of Eureka's fleet of vehicles and equipment ranging; from lawn mowers and heavy construction equipment to emergency response vehicles. The program purchases replacement units, leases them to user departments and develops annual fleet lease rates to cover appropriate funding and equipment replacement reserves.

	2018-19 Actual	2019-20 Amended Budget	2019-20 Estimated	2020-21 Budget
PROGRAM EXPENDITURES:				
Salaries and Benefits	\$ 568,133	\$ 633,348	\$ 632,207	\$ 689,384
Services and Supplies	1,326,238	999,230	998,480	1,260,796
Capital Outlay	3,984	345,253	345,253	151,000
Total Expenditures	\$ 1,898,355	\$ 1,977,831	\$ 1,975,940	\$ 2,101,180
EXPENDITURES BY FUND:				
Equipment Operations	\$ 1,898,355	\$ 1,977,831	\$ 1,975,940	\$ 2,101,180
Total	\$ 1,898,355	\$ 1,977,831	\$ 1,975,940	\$ 2,101,180

SERVICE LEVEL CHANGES:

None.

Public Works

DEPARTMENT: Public Works

FUND: General

PROGRAM: Engineering

ACCOUNT: 44120

PROGRAM MISSION:

Provide engineering management and administration, and engineering planning and design services resulting in effective, efficient operation, maintenance and improvement of the City's infrastructure, property and resources. Engineering staff support Public Works and other City Departments in meeting the City's General Plan and City Council goals. Engineering will provide timely, friendly service not only to fellow City staff but also to the citizens of Eureka who rely on Engineering staff to guide them through the development and property improvement

PROGRAM DESCRIPTION:

The Engineering and Administration Division consists of engineers, engineering technicians and administrative personnel under the oversight of the City Engineer. Engineering performs planning, forecasting and technical analyses related to development within the City and to the infrastructure that serves the citizens of Eureka. Engineering staff provides direct assistance and communications to City management and other departments on City infrastructure needs, and works closely with operations staff in the Public Works Dept. A close alliance and clear communication between operations and engineering staff promotes good results and effective Specific functions within the Engineering Division include: oversight and guidance of staff; resolution of technical issues and general strategies and adherence to City code and policies; administrative support for Engineering and Public Works staff over a range of community services vital to the quality of life within the City. These services include: planning, design and construction of Water Transmission, Treatment and Distribution facilities; Wastewater Collection, Treatment and Disposal facility improvements; Streets, Trails and Sidewalk improvements; Traffic Signals operation and upgrades; Traffic Safety and Responses to Public Concerns; Development Review and Permits. Administration/Management staff serve and support several City Commissions and sister agencies such as the Humboldt County Association of Governments, Humboldt

	2018-19	2019-20	2019-20	2020-21
	Actual	Amended Budget	Estimated	Budget
PROGRAM EXPENDITURES:				
Salaries and Benefits	\$ 737,119	\$ 944,586	\$ 944,019	\$ 1,020,724
Services and Supplies	254,349	335,465	333,415	302,625
Capital Outlay	10,810	12,500	12,300	14,000
Total Expenditures	\$1,002,278	\$1,292,551	\$1,289,734	\$ 1,337,349
EXPENDITURES BY FUND:				
General Fund	\$ 225,598	\$ 256,372	\$ 256,195	\$ 240,879
Water	388,809	520,254	519,519	537,765
Wastewater	387,104	515,925	514,020	558,705
Total	\$1,001,511	\$1,292,551	\$1,289,734	\$ 1,337,349

SERVICE LEVEL CHANGES:

None.

Public Works

DEPARTMENT: Public Works

FUND: General, Gas Tax & Federal/HCAOG

PROGRAM: Engineering - Traffic/Signals

ACCOUNT: 44125

PROGRAM MISSION:

To maintain, ensure and enhance public safety for all modes of transportation within the City's right-of-ways, alleys, and parking lots through effective transportation planning and traffic engineering practice.

PROGRAM DESCRIPTION:

The Traffic/Signals Division is responsible for the administrative oversight of the City's traffic control devices including signs, striping, traffic signals, on-street parking, off-street public parking lots and street lighting. This oversight includes the preparation and review of traffic studies, parking studies and special events permits, coordination and cooperation with Caltrans and County operations and maintenance staff, and support to the Parking Place Commission and Transportation Safety Commission. Transportation related construction projects are also completed by this division of engineering including the procurement and administration of funding, contract administration and project management, project design (including plans & specifications) and construction inspection.

	<u>2018-19</u> <u>Actual</u>	<u>2019-20</u> <u>Amended</u> <u>Budget</u>	<u>2019-20</u> <u>Estimated</u>	<u>2020-21</u> <u>Budget</u>
PROGRAM EXPENDITURES:				
Salaries and Benefits	\$ 179,611	\$ 233,174	\$ 231,552	\$ 275,362
Services and Supplies	89,467	104,354	104,354	84,962
Capital Outlay	22,412	15,000	15,000	15,000
Total Expenditures	<u>\$ 291,490</u>	<u>\$ 352,528</u>	<u>\$ 350,906</u>	<u>\$ 375,324</u>
EXPENDITURES BY FUND:				
General Fund	\$ 137,139	\$ 158,028	\$ 157,405	\$ 147,057
Gas Tax	119,608	155,634	154,916	185,893
Parking Fund	34,743	38,866	38,585	42,374
Total	<u>\$ 291,490</u>	<u>\$ 352,528</u>	<u>\$ 350,906</u>	<u>\$ 375,324</u>

SERVICE LEVEL CHANGES:

None.

Public Works

DEPARTMENT: Building

FUND: Building

PROGRAM: Code Enforcement

ACCOUNT: 46250

PROGRAM DESCRIPTION:

The Building Department administers a program of construction regulation that is mandated by the State of California to provide minimum standards to safeguard life, health, property, and public welfare by regulating the design, construction, quality of materials, use and occupancy, location and maintenance of all structures within the City. The Department ensures public safety by providing thorough, accurate plan reviews and inspection of all structures.

The department provides an integrated approach to code enforcement to promote a clean, safe, and healthy environment for all residents by enforcing the City's Health and Safety Code and Uniform Housing Code. Staff receives and responds to citizen complaints regarding substandard housing, nuisance abatement, zoning violations, and building use violations.

The Department also provides information to the public through interpretations of federal, state, and local regulations; permit activity contained in address files; and interpretations of California Title 24 disabled access regulations.

	<u>2018-19 Actual</u>	<u>2019-20 Amended Budget</u>	<u>2019-20 Estimated</u>	<u>2020-21 Budget</u>
PROGRAM EXPENDITURES:				
Salaries and Benefits	\$ 186,152	\$ 196,466	\$ 195,890	\$ 214,004
Services and Supplies	770,458	262,268	262,268	261,979
Capital Outlay	-	-	-	-
Total Expenditures	<u>\$ 956,610</u>	<u>\$ 458,734</u>	<u>\$ 458,158</u>	<u>\$ 475,983</u>
EXPENDITURES BY FUND:				
Building Fund	\$ 956,610	\$ 458,734	\$ 458,158	\$ 475,983
Total	<u>\$ 956,610</u>	<u>\$ 458,734</u>	<u>\$ 458,158</u>	<u>\$ 475,983</u>

SERVICE LEVEL CHANGES:

None.

Department Summary - Development Services

DEPARTMENT DESCRIPTION:

The Development Services Department is responsible for administering, implementing and enforcing the goals and policies of the City of Eureka's adopted General Plan, its zoning regulations as well as other local, state, and federal land use and environmental regulations; the Building Department and the City's housing program.

	2018-19	2019-20	2019-20	2020-21
	Actual	Amended	Estimated	Budget
EXPENDITURES BY PROGRAM:				
Development Services	\$ 1,670,914	\$ 1,618,082	\$ 1,616,127	\$ 1,198,297
Construction Regulation	628,004	686,818	684,800	679,031
Total	\$2,298,918	\$2,304,900	\$2,300,927	\$1,877,328

EXPENDITURES BY CATEGORY:				
Salaries and Benefits	\$ 1,521,257	\$ 1,577,870	\$ 1,574,297	\$ 1,263,017
Services and Supplies	775,836	725,030	724,630	612,311
Capital Outlay	1,825	2,000	2,000	2,000
Total	\$2,298,918	\$2,304,900	\$2,300,927	\$1,877,328

	2018-19	2019-20	2020-21
	Actual	Actual	Budget
PERSONNEL:			
Full-time Positions	12.00	9.00	12.00
Total	12.00	9.00	12.00

Development Services

DEPARTMENT: Development Services

FUND: Building

PROGRAM: Construction Regulation

ACCOUNT: 46200

PROGRAM DESCRIPTION:

The Building Department administers a program of construction regulation that is mandated by the State of California to provide minimum standards to safeguard life, health, property, and public welfare by regulating the design, construction, quality of materials, use and occupancy, location and maintenance of all structures within the City. The Department ensures public safety by providing thorough, accurate plan reviews and inspection of all structures.

The Department also provides information to the public through interpretations of federal, state, and local regulations; permit activity contained in address files; and interpretations of California Title 24 disabled access regulations.

	<u>2018-19 Actual</u>	<u>2019-20 Amended Budget</u>	<u>2019-20 Estimated</u>	<u>2020-21 Budget</u>
PROGRAM EXPENDITURES:				
Benefits Salaries and Benefits	\$ 365,852	\$ 419,110	\$ 417,092	\$ 443,657
Office Services and Supplies	260,327	265,708	265,708	233,374
Capital Outlay	1,825	2,000	2,000	2,000
Total Expenditures	<u>\$ 628,004</u>	<u>\$ 686,818</u>	<u>\$ 684,800</u>	<u>\$ 679,031</u>
EXPENDITURES BY FUND:				
Building Fund	\$ 628,004	\$ 686,818	\$ 684,800	\$ 679,031
Total	<u>\$ 628,004</u>	<u>\$ 686,818</u>	<u>\$ 684,800</u>	<u>\$ 679,031</u>

SERVICE LEVEL CHANGES:

- Construction Regulation Division was transferred to Development Services
- FY20/21: Move Plans Examiner from Public Works
- FY20/21: Move Building Inspector I/II from Public Works
- FY20/21: Move Senior Building Inspector from Public Works
- FY20/21: Add Building Inspector I/II
- FY20/21: Add Permit Analyst

Development Services

DEPARTMENT: Development Services

FUND: Building

PROGRAM: Construction Regulation

ACCOUNT: 46200

COUNCIL GOALS SUPPORTED:

CREATE A SIMPLE, CUSTOMER-FRIENDLY PERMITTING PROCESS THAT MEETS THE NEEDS OF OUR CUSTOMERS

Program Goals:

To protect the citizens of Eureka by assuring a safe and accessible environment within all buildings, structures, and events, and by the professional implementation and enforcement of state building codes, municipal ordinances, and any other regulations.

PROGRAM OBJECTIVES:

Improve interaction with various City and County departments involved in permitting and enforcement in order to provide a clear process through which permits are obtained and compliance ensured; continue to improve customer service by updating department handouts, policies and reference materials; continue to enhance the department's ability to issue over the counter permits and perform three day plan reviews; develop a program of public outreach/education on the City's permitting process and codes and standards. Budget for and provide staff training opportunities in conformance with SB717 and SB1608.

Department Summary - Non-Operating

DEPARTMENT DESCRIPTION:

The non-operating section includes debt service, interfund transfers and reserve contributions.

	<u>2018-19</u> <u>Actual</u>	<u>2019-20</u> <u>Amended</u> <u>Budget</u>	<u>2019-20</u> <u>Estimated</u>	<u>2020-21</u> <u>Budget</u>
EXPENDITURES BY PROGRAM:				
Debt Service	\$ 2,674,130	\$ 5,990,265	\$ 5,990,265	\$ 5,836,436
Interfund transfers	3,420,735	7,891,643	7,891,643	6,253,000
	<u>\$ 6,094,865</u>	<u>\$ 13,881,908</u>	<u>\$ 13,881,908</u>	<u>\$ 12,089,436</u>
EXPENDITURES BY FUND				
General Fund	334,933	159,542	159,542	-
SA - Debt Svc	904,752	2,986,097	2,986,097	2,961,947
Water Fund	772,599	3,639,587	3,639,587	3,305,713
Water Capital Projects	1,396,349	-	-	-
Wastewater Operating Fund	799,829	6,922,400	6,922,400	5,647,494
Wastewater Capital Pr	1,818,995	-	-	-
Humboldt Bay	67,408	174,282	174,282	174,282
Total Resources	<u>\$ 6,094,865</u>	<u>\$ 13,881,908</u>	<u>\$ 13,881,908</u>	<u>\$ 12,089,436</u>

Non-Operating

DEPARTMENT: Non-Operating

PROGRAM: Debt service

PROGRAM DESCRIPTION:

Debt service includes Capital Leases, Revenue Bonds and Interfund Advances

	<u>2018-19</u> <u>Actual</u>	<u>2019-20</u> <u>Amended</u> <u>Budget</u>	<u>2019-20</u> <u>Estimated</u>	<u>2020-21</u> <u>Budget</u>
PROGRAM EXPENDITURES:				
Debt Service	\$ 2,674,130	\$ 5,990,265	\$ 5,990,265	\$ 5,836,436
EXPENDITURES BY FUND:				
General Fund	\$ 129,542	\$ 129,542	\$ 129,542	\$ -
SA - Debt Svc	904,752	2,986,097	2,986,097	2,961,947
Water Fund	772,599	1,409,587	1,409,587	1,405,713
Wastewater Operating Fund	799,829	1,290,757	1,290,757	1,294,494
Humboldt Bay	67,408	174,282	174,282	174,282
Total	<u>\$ 2,674,130</u>	<u>\$ 5,990,265</u>	<u>\$ 5,990,265</u>	<u>\$ 5,836,436</u>

Non-Operating

DEPARTMENT: Non-Operating

PROGRAM: Interfund transfers

PROGRAM DESCRIPTION:

Interfund transfers primarily represent operating subsidies.

	<u>2018-19 Actual</u>	<u>2019-20 Amended Budget</u>	<u>2019-20 Estimated</u>	<u>2020-21 Budget</u>
PROGRAM EXPENDITURES:				
Interfund transfers	\$ 3,420,735	\$ 7,891,643	\$ 7,891,643	\$ 6,253,000
EXPENDITURES BY FUND				
General Fund	\$ 205,391	\$ 30,000	\$ 30,000	\$ -
Water Fund	-	2,230,000	2,230,000	1,900,000
Water Capital Projects	1,396,349	-	-	-
Wastewater Operating Fund	-	5,631,643	5,631,643	4,353,000
Wastewater Capital	1,818,995	-	-	-
Total	\$ 3,420,735	\$ 7,891,643	\$ 7,891,643	\$ 6,253,000

Section D:

Department & Fund Relationship

Department and Fund Relationship

Department and Fund Relationship

The following list shows the relationship between the Department, their supporting fund(s) and the fund's support to the City services provided by the Department:

Department	Fund(s)	City Service Support
Legislative	General Fund Internal Operations	City Council Mayor
City Manager	Internal Operations	City Manager
City Attorney	Internal Operations	City Attorney
City Clerk/CIO	General Fund Information Technology Internal Operations Risk Management	City Clerk Emergency Operations Center (EOC) Employee Benefits Information Information Technology Operations Liability Risk Management Workers Comp Risk Management
Personnel	Internal Operations	Human Resources Management
Finance	General Fund Internal Operations Fund SA Capital Fund - Merged Area SA Debt Service Fund -Merged Area Transit Wastewater Water	Finance Non-Departmental Successor Agency- Admin Transit- General Public Transit- Paratransit
Police	General Parking	Communications Parking Enforcement Police
Fire	General Fund	Fire Services
Community Services	Environmental Programs General Harbor Humboldt Bay	Adorni Center Environmental Programs Facilities Operations Harbor Operations Park Operations Community Services Administration Recreation Administration Recreation-Youth Programs and Activities Sequoia Park Zoo Wharfinger
Public Works	Equipment Operations Gas Tax - Federal/HCAOG General General & Gas Tax General & Gas Tax, Parking Wastewater Collection	Administration Engineering Engineering - Traffic/Signals Equipment Operations Sewer Collection Storm water

Department and Fund Relationship

Department and Fund Relationship

The following list shows the relationship between the Department, their supporting fund(s) and the fund's support to the City services provided by the Department:

Department	Fund(s)	City Service Support
	Wastewater Operating Water Water & Wastewater Fund	Streets/Alley Maintenance Wastewater Treatment Water Distribution Water Treatment
Building	Building	Code Enforcement Construction Regulation
Development Services	Airport Cal Home CDBG General Golf Course Harbor Home Housing Housing Successor Redevelopment Admin Rental Rehab	Community Development Golf Course Housing Programs Municipal Airport Property Management

Section E:

Fund Summaries

(Work In Progress)

Section F:

Revenues by Fund

Revenues By Fund - City Funds

Acct. No.	Description	2018-19 Actual	2019-20 Amended Budget	2019-20 Estimated Actual	2020-21 Budget
110	GENERAL FUND				
	TAXES:				
110-31110-0000	Secured - Current	\$ 2,699,789	\$ 2,141,000	\$ 2,141,000	\$ 1,887,979
110-31110-2011	Transfer to RDA	(589,675)	-	-	-
110-31110-3000	RDA - Residual	-	310,000	310,000	310,000
110-31111-0000	Unsecured - Current	118,190	110,000	110,000	110,000
110-31125-0000	Supp roll - Current	34,236	13,000	13,000	13,000
110-31130-0000	Secured - prior	383	-	-	-
110-31131-0000	Unsecured - prior	1,193	1,500	1,500	1,500
110-31135-0000	Supp roll - prior	6,002	5,000	5,000	5,000
110-31301-0000	Sales tax	10,431,892	10,157,602	8,785,046	8,312,515
110-31302-0000	Sales tax-Pub Safety	229,094	269,000	269,000	255,132
110-31304-0000	Transaction & Use tax	2,181,406	2,175,000	1,890,000	1,853,000
110-31304-1000	Supp-Transaction & Use tax	4,398,488	4,385,000	3,806,000	2,779,500
110-31304-2000	T&U Tax Measure X	-	-	-	1,853,000
110-31305-0000	Transfer tax	83,770	60,000	60,000	60,000
110-31501-0000	TOT	2,815,402	2,775,000	2,022,975	2,111,552
110-31502-0000	Humb Tourism Admin Fee Rev	5,629	5,000	5,000	5,000
110-31601-0000	Reg bus license tax	248,566	245,000	245,000	200,000
110-31602-0000	Business License Review Fee	3,240	3,000	3,000	3,000
110-31603-0000	Bus lic penalties	16,087	13,250	13,250	13,250
110-31611-0000	BID - all areas	36,147	35,000	35,000	35,000
110-31905-0000	Timber yield tax	108	-	-	-
	Subtotal	22,719,947	22,703,352	19,714,771	19,808,428
	LICENSES, PERMITS & FRANCHISES:				
110-32101-0000	Animal licenses	51,180	45,000	45,000	50,000
110-32101-2100	Animal licenses - penalties	326	-	-	-
110-32232-0000	Residential Parking Permits	1,000	-	-	-
110-32241-0000	Encroachment permits	25,500	25,000	25,000	25,000
110-32243-0000	Transportation permits	526	800	800	800
110-32310-0000	Gas/Elec franchise	295,564	295,000	295,000	310,000
110-32320-0000	Cable TV franchise	279,093	282,000	282,000	282,000
110-32330-0000	Garbage franchise	793,716	745,000	745,000	755,000
	Subtotal	1,446,905	1,392,800	1,392,800	1,422,800
	INTERGOVERNMENTAL:				
110-33135-1293	National Recreation & Parks	30,000	-	-	-
110-33135-2000	DOJ - BVP	2,635	-	-	-
110-33155-0000	Humb Co - DTF	-	8,000	8,000	8,000
110-33303-2000	Humboldt Bay Fire JPA	-	77,000	77,000	84,700
110-33305-0000	Motor veh. in-lieu	13,052	11,000	11,000	11,000
110-33311-0000	Prop tax VLF in-lieu	2,398,032	2,398,032	2,398,032	2,593,080
110-33312-0000	Federal in-lieu	353	-	-	-
110-33315-0000	HOPTR	31,798	35,000	35,000	35,000
110-33330-0000	P.O.S.T.	53,681	50,406	50,406	50,406
110-33330-2100	Dispatch Services	38,000	64,657	64,657	90,000
110-33333-0000	Grants- Federal	-	-	-	-
110-33333-1000	Grants- State	183,676	135,425	135,425	-
110-33337-0000	Humboldt Domestic Violence	181	-	-	-
110-33339-0000	County Reimbursements	-	-	-	335,000
110-33358-0000	Nat. Recreation & Parks Asso	5,000	-	-	-
110-33378-0000	SWRCB	-	39,744	39,744	-
110-33392-0000	SB 90	43,887	44,000	44,000	44,000
	Subtotal	2,800,295	2,863,264	2,863,264	3,251,186
	CHARGES FOR SERVICES:				
110-34211-0000	Sp. police services	53,040	50,000	50,000	50,000
110-34213-0000	Training Class Reimbursement	20,586	-	-	-
110-34214-0000	Police rev-counter	78,030	71,000	71,000	71,000
110-34217-0000	False alarm chgs	11,565	48,204	48,204	45,000
110-34231-0000	Plan check fees	12,183	10,000	10,046	10,000

Revenues By Fund - City Funds

Acct. No.	Description	2018-19 Actual	2019-20 Amended Budget	2019-20 Estimated Actual	2020-21 Budget
110-34243-0000	Fire Inspection Mandated	(828)	-	-	-
110-34244-0000	Alarm permits	715	-	-	-
110-34311-0000	Survey service	1,200	-	-	-
110-34312-0000	Sales of plans/specs	508	1,000	1,000	1,000
110-34313-0000	Special inspection	-	-	-	-
110-34314-0000	Eng. subdivision fees	600	1,100	1,100	-
110-34315-0000	C.D. Deposits	2,000	5,620	5,620	-
110-34317-0000	Engineering reviews	21,744	20,000	19,639	20,000
110-34319-0000	Engineering agreement fees	450	450	450	450
110-34321-0000	St. highway sweeping	-	23,000	23,000	23,000
110-34323-0000	Weed abatement chgs.	-	1,000	1,000	1,000
110-34341-0000	Custodial services	6,566	-	-	-
110-34410-1024	Special classes	45,258	40,000	40,000	40,000
110-34410-1025	Men's softball	6,720	10,000	10,000	10,000
110-34410-1027	Coed softball	10,450	15,000	15,000	15,000
110-34410-1028	Men's basketball	11,450	12,000	12,000	12,000
110-34410-1030	Women's volleyball	12,070	12,000	12,000	12,000
110-34410-1033	Hoopsters basketball	39,536	40,000	40,000	40,000
110-34410-1034	Roller skating	14,893	10,000	10,000	10,000
110-34410-1041	Special events	625	3,000	3,000	3,000
110-34410-1147	Recreation - Play Center	9,977	10,000	10,000	10,000
110-34410-1164	Non Res adlt sports	1,490	2,500	2,500	2,500
110-34410-1165	Non Res adlt spec cl	59	50	50	50
110-34410-1166	Non Res yth spec cl	54	75	75	75
110-34410-1168	Ryan Center	149,956	90,000	90,000	90,000
110-34410-1194	Youth-Eur City Schls	286,790	220,000	220,000	220,000
110-34410-1197	Youth-After School Program	2,142	63,000	63,000	63,000
110-34410-1199	Youth- Pre-K Preschool	7,277	134,000	134,000	134,000
110-34411-1042	Membership-resident	55,581	60,000	60,000	55,000
110-34411-1043	Membrship-non-resident	3,217	2,000	2,000	3,000
110-34411-1044	Drop-in - resident	6,969	6,000	6,000	6,000
110-34411-1046	Open gym - resident	17,510	15,000	15,000	15,000
110-34412-0000	Zoo admission	321,790	300,000	205,393	225,000
110-34413-0000	Zoo school visits	935	4,000	4,000	4,000
110-34415-0000	Zoo tour revenue	1,256	1,500	1,500	1,500
110-34416-0000	Animal Transport	2,057	-	-	-
110-34417-0000	Zoo Gift Shop	-	-	-	-
110-34419-0000	Staff-bldg. superv.	805	-	-	-
110-34419-1096	Cooper Gulch	-	-	-	-
110-34419-1100	Sequoia Park	960	750	750	750
110-34515-0000	Planning-sp svcs fees	2,041	3,000	3,000	2,500
110-34516-0000	Historic pres. fees	280	-	-	-
110-34521-0000	Subdiv/vacation fees	-	-	-	-
110-34523-0000	C.D. Administrative	1,747	1,000	1,000	1,500
110-34524-0000	C.D. Ministerial	10,985	8,000	8,000	10,000
110-34525-0000	C.D. Discretionary	36,550	31,850	31,850	31,850
110-34612-0000	Grant administration	414,209	11,165	11,165	11,165
110-34620-0000	CCL Application Fee	19,000	18,000	18,000	18,000
110-34620-1000	CCL License Fee	67,000	109,720	109,720	67,000
110-34620-2000	CCL Track & Trace Fee	133,500	-	-	-
110-34620-3000	CCL Inspection Fee	108,500	127,275	127,275	108,500
110-34901-0000	Return check chgs	100	-	-	-
110-34910-0000	Printing chgs	570	-	-	-
110-34913-0000	Subpoenaed Employee chgs	657	2,000	2,000	2,000
	Subtotal	2,013,325	1,594,259	1,499,337	1,445,840
FINES & FORFEITS:					
110-35220-0000	Criminal fines	5,690	7,500	7,500	7,500
110-35230-0000	Court fines	93,103	96,000	96,000	96,000
110-35261-0000	Code violation restitution	(23,380)	20,000	20,000	20,000
110-35263-0000	DUI Code Violations	248	3,000	3,000	3,000

Revenues By Fund - City Funds

Acct. No.	Description	2018-19 Actual	2019-20 Amended Budget	2019-20 Estimated Actual	2020-21 Budget
110-35264-0000	Animal Control - Impounding	1,750	-	-	-
	Subtotal	77,411	126,500	126,500	126,500
	MISCELLANEOUS:				
110-36110-0000	Pooled cash interest	(34,127)	10,000	10,000	10,000
110-36112-0000	Other interest	24,845	5,000	5,000	5,000
110-36112-2000	Code Violation Int Charge	(1,032)	20,000	20,000	20,000
110-36199-0000	Change in FV of inv	(46)	-	-	-
110-36310-0000	Building rent	61,424	20,000	20,000	50,000
110-36310-1185	American Red Cross	960	1,500	1,500	1,500
110-36311-1094	Muni Auditorium	1,619	2,500	2,500	2,500
110-36311-1096	Cooper Gulch	-	-	-	-
110-36311-1099	Zoo Multi Purpose Room Rent	-	-	-	-
110-36311-1100	Zoo Class Registration	52,300	60,000	60,000	45,000
110-36311-1102	Zoo Events/Rentals	3,395	3,000	3,000	3,000
110-36312-1098	Gymnasium	12,586	15,000	15,000	15,000
110-36312-1099	Meeting room	5,838	5,000	5,000	5,000
110-36314-1101	Kennedy-Hartman	300	200	200	200
110-36314-1102	Lights	300	-	-	-
110-36314-1195	Seq Park picnic area	5,162	2,000	2,000	2,000
110-36390-0000	Other Rents & Leases	6,014	2,000	2,000	5,000
110-36390-1001	Northcoast Children's Srvc	9,600	9,600	9,600	9,600
110-36504-0000	Myrtle Grove Cemetery	2,550	2,000	2,000	2,000
110-36506-0000	Donations - Parks & Rec	7,000	-	-	-
110-36810-0000	Cash over or short	(62)	-	-	-
110-36812-0000	Reimbursement-prior	45,769	2,934	2,934	-
110-36815-0000	Compensation-property damage	50,415	-	-	-
110-36821-0000	Sale - unclaimed prop	410	-	-	4,000
110-36822-0000	Rebates	11,107	5,211	5,211	2,500
110-36824-0000	Sale of Vehicle	2,450	-	-	-
110-36825-0000	Recovered Revenue	-	-	-	-
110-36890-0000	Miscellaneous	119,836	68,631	68,631	10,000
110-36890-2100	Police-Miscellaneous	280,120	280,000	280,000	-
	Subtotal	268,777	165,945	165,945	182,300
	TOTAL FUND 110	29,726,616	29,194,751	26,111,248	26,247,054
112	GENERAL FUND DONATIONS				
	MISCELLANEOUS:				
112-36199-0000	Change in FV of inv	(455)	-	-	-
112-36504-0000	Myrtle Grove Cemetery	-	2,550	2,550	-
112-36506-0000	Donations - Parks & Rec	19,575	4,374	4,374	-
112-36506-1100	Donations - Recreation Speci	-	1,112	1,112	-
112-36506-1200	Donations-P&R BallField Impr	2,722	2,722	2,722	-
112-36506-1322	Donations - Parks & Rec Seq	348	-	106	-
112-36506-1323	Carson Park	5,463	-	-	-
112-36506-1401	Donations - CAPE	19,060	1,634	1,634	-
112-36506-1402	Tools for Tots	-	1,100	1,100	-
112-36509-1236	Donations - Public Safety	1,211	-	-	-
112-36509-1237	Donations - Police K-9	180	-	-	-
112-36509-1238	Donations - Volunteer Patrol	200	-	-	-
112-36509-1243	Crime prevention	100	-	-	-
112-36509-1273	Donations - Miscellaneous	100	8,438	8,438	-
112-36509-2100	Donations-Miscellaneous Poli	(20)	1,000	1,000	-
112-36510-0000	Donations - Art & Culture	7,250	-	750	-
112-36510-1100	Donations - Fireworks	21,408	3,480	3,480	-
112-36590-0000	Donations - Misc.	-	-	-	-
112-36590-1263	Donations - Coast Guard Ball	10,137	-	-	-
	Subtotal	87,279	26,410	27,266	-
	OTHER FINANCING SOURCES:				
112-39101-0000	General Fund	-	30,000	30,000	-

Revenues By Fund - City Funds

Acct. No.	Description	2018-19 Actual	2019-20 Amended Budget	2019-20 Estimated Actual	2020-21 Budget
Subtotal		-	30,000	30,000	-
TOTAL FUND 112		87,279	56,410	57,266	-
224	SB 1435 STATE HIGHWAY ACCOUNT FUND				
<i>INTERGOVERNMENTAL:</i>					
224-33331-1000	MAP 21	583,446	200,000	200,000	200,000
224-36199-0000	Change in FV of inv	(1,335)	-	-	-
TOTAL FUND 224		582,111	200,000	200,000	200,000
225	SB 45 St Hghwy Funds				
<i>INTERGOVERNMENTAL:</i>					
225-33332-0000	SB 45-St Hghwy Funds	98,618	467,770	467,770	-
225-36199-0000	Change in FV of inv	(52)	-	-	-
TOTAL FUND 225		98,566	467,770	467,770	-
226	CALTRANS NON-FREEWAY FUND				
<i>INTERGOVERNMENTAL:</i>					
226-33333-0000	Caltrans - Non-Freeway	2,030,382	1,950,326	1,950,326	-
226-36199-0000	Change in FV of inv	1,343	-	-	-
TOTAL FUND 226		2,031,725	1,950,326	1,950,326	-
227	CALTRANS NON-FREEWAY FUND				
<i>INTERGOVERNMENTAL:</i>					
227-33327-0000	Grant Revenue (PJ # Required)	46,446	8,562	8,562	-
227-33327-1000	Grant Revenue	345,408	491,073	491,073	-
227-33340-0000	Prop 1B	1,178	-	-	-
227-33345-0000	HSIP Grants	400,561	-	-	-
227-36199-0000	Change in FV of inv	3	-	-	-
Subtotal		793,596	499,635	499,635	-
TOTAL FUND 227		793,596	499,635	499,635	-
228	SB1 RMRA				
<i>INTERGOVERNMENTAL:</i>					
228-33327-2000	RMRA Sec. 2030	-	446,881	446,881	467,322
TOTAL FUND 228		-	446,881	446,881	467,322
229	GAS TAX FUND				
<i>INTERGOVERNMENTAL:</i>					
229-33324-0000	HUTA 2103 Gas Tax	90,838	234,191	234,191	220,281
229-33325-0000	HUTA 2105 Gas Tax	149,187	151,011	151,011	142,042
229-33326-0000	HUTA 2106 Gas Tax	111,696	109,169	109,169	102,685
229-33327-0000	HUTA 2107 Gas Tax	187,619	197,232	197,232	185,517
229-33327-1000	HUTA 2107.5 Gas Tax	6,000	6,000	6,000	6,000
229-33327-2000	RMRA Sec. 2030	498,634	-	-	-
229-33327-3000	Loan Repay. Sec. 16321	30,663	30,663	30,663	-
Subtotal		1,074,637	728,266	728,266	656,525
<i>MISCELLANEOUS:</i>					
229-36110-0000	Pooled cash interest	293	-	-	-
229-36199-0000	Change in FV of inv	24	-	-	-
229-36812-0000	Reimbursement	200	-	-	-
229-36890-0000	Miscellaneous	-	-	-	-

Revenues By Fund - City Funds

Acct. No.	Description	2018-19 Actual	2019-20 Amended Budget	2019-20 Estimated Actual	2020-21 Budget
	Subtotal	517	-	-	-
	TOTAL FUND 229	1,075,154	728,266	728,266	656,525
230	HABITAT ACQUISITION AND RESTORATION FUND				
	INTERGOVERNMENTAL:				
230-33333-1000	Grants - State	-	-	-	-
230-33355-1011	Enhancement	-	374,967	374,967	-
	Subtotal	-	374,967	374,967	-
	MISCELLANEOUS:				
230-36199-0000	Change in FV of inv	21	-	-	-
230-36812-0000	Reimbursement	200,000	-	-	-
	Subtotal	200,021	-	-	-
	TOTAL FUND 230	200,021	374,967	374,967	-
232	ENVIRONMENTAL PROGRAMS FUND				
	INTERGOVERNMENTAL:				
232-33370-1250	Processing Payment - Recycli	-	6,000	6,000	-
232-33370-1264	Recycling activities	1,710	-	-	-
232-33376-1281	CalRecycle - Recycling	51,330	51,227	51,227	50,000
232-33403-0000	Tipping fees (AB939)	11,383	25,000	25,000	25,000
	Subtotal	53,040	57,227	57,227	50,000
	MISCELLANEOUS:				
232-36199-0000	Change in FV of inv	(9)	-	-	-
	TOTAL FUND 232	64,414	82,227	82,227	75,000
233	SPECIAL POLICE REVENUE FUND - DRUG ASSET FORFEITURES				
	FINES & FORFEITS:				
233-35311-0000	State - Drug Asset Forfeits	359,078	50,000	50,000	50,000
233-35313-0000	Drug Asset Forf-Local Seizur	2,301	-	-	-
	Subtotal	361,379	50,000	50,000	50,000
	MISCELLANEOUS:				
233-36199-0000	Change in FV of inv	57	-	-	-
233-36890-0000	Miscellaneous	-	-	-	-
	Subtotal	57	-	-	-
	TOTAL FUND 233	361,379	50,000	50,000	50,000
234	SPECIAL POLICE REVENUE FUND - VEHICLE THEFT				
	INTERGOVERNMENTAL				
234-33336-2000	Humb Co-Remote Access Networ	16,797	-	-	-
	MISCELLANEOUS:				
234-36890-0000	Miscellaneous	465,677	-	-	-
	TOTAL FUND 234	482,474	-	-	-
236	SPECIAL POLICE REVENUE FUND - SUPPLEMENTAL LAW ENFORCEMENT SERVICES				
	INTERGOVERNMENTAL:				
236-33352-1211	COPS - State	148,747	104,112	104,112	100,000
	MISCELLANEOUS:				

Revenues By Fund - City Funds

Acct. No.	Description	2018-19 Actual	2019-20 Amended Budget	2019-20 Estimated Actual	2020-21 Budget
236-36199-0000	Change in FV of inv	(16)	-	-	-
TOTAL FUND 236		148,731	104,112	104,112	100,000
237	SPECIAL POLICE REVENUE FUND - TRAFFIC OFFENDER FUND				
<i>INTERGOVERNMENTAL:</i>					
237-33354-1267	OTS - Avoid the 12	-	-	-	-
237-33354-9034	OTS STEP PT19034	16,866	45,500	45,500	-
<i>CHARGES FOR SERVICES:</i>					
237-34215-0000	Vehicle release chgs	10,308	10,500	10,500	30,000
<i>MISCELLANEOUS:</i>					
237-36199-0000	Change in FV of inv	(20)	-	-	-
TOTAL FUND 237		27,174	56,000	56,000	30,000
238	SPECIAL POLICE REVENUE FUND - ABANDONED VEHICLE ABATEMENT FUND				
<i>INTERGOVERNMENTAL:</i>					
238-33404-0000	AVA fees	-	50,000	50,000	50,000
<i>FINES & FORFEITS:</i>					
238-35261-0000	Code violation restitution	63	-	-	-
<i>OTHER FINANCING SOURCES:</i>					
238-36199-0000	Change in FV of inv	36	-	-	-
TOTAL FUND 238		99	50,000	50,000	50,000
239	PARKING				
<i>LICENSES, PERMITS</i>					
239-32230-0000	On-street parking	210	-	-	-
239-32231-0000	Off-street parking	53,423	50,000	50,000	50,000
239-32233-0000	Parking Meter Pre-paid Cards	10,565	7,000	7,000	10,000
Subtotal		64,198	57,000	57,000	60,000
<i>FINES & FORFEITS:</i>					
239-35210-0000	Parking fines	58,482	85,000	85,000	60,000
239-35211-0000	Del. Parking fines	1,425	7,000	7,000	2,500
Subtotal		59,907	92,000	92,000	62,500
<i>MISCELLANEOUS:</i>					
239-36199-0000	Change in FV of inv	(4)	-	-	-
TOTAL FUND 239		124,101	149,000	149,000	122,500
241	PARKING				
<i>INTERGOVERNMENTAL:</i>					
241-33365-0000	Coastal Conservancy Grant	25,934	-	-	-
Subtotal		25,934	-	-	-
<i>MISCELLANEOUS:</i>					
241-36199-0000	Change in FV of inv	(680)	-	-	-
241-36812-0000	Reimbursement-prior	15,967	-	-	-
Subtotal		15,287	-	-	-
TOTAL FUND 239		41,221	-	-	-
242	DEMOLITION PROJECTS FUND				
<i>FINES & FORFEITS:</i>					
242-35261-0000	Code violation restitution	-	50,000	50,000	100,000

Revenues By Fund - City Funds

Acct. No.	Description	2018-19 Actual	2019-20 Amended Budget	2019-20 Estimated Actual	2020-21 Budget
MISCELLANEOUS:					
242-36812-0000	Reimbursement	(224,519)	-	-	-
TOTAL FUND 242		(224,519)	50,000	50,000	100,000
260 AIRPORT FUND					
INTERGOVERNMENTAL:					
260-33361-1020	Aviation grant	10,000	20,000	20,000	10,000
MISCELLANEOUS:					
260-36199-0000	Change in FV of inv	(7)	-	-	-
260-36314-1196	Samoa Drag Strip	300	-	-	-
260-36320-0000	Hangar rental	8,703	11,000	11,000	11,000
260-36321-0000	Bed & Breakfast Rent	13,148	13,000	12,052	27,500
260-36321-1000	Bed & Breakfast 3% of Sales	5,617	7,167	7,167	5,000
Subtotal		27,761	31,167	30,219	43,500
TOTAL FUND 260		37,761	51,167	50,219	53,500
275 CDBG GENERAL ALLOCATION					
MISCELLANEOUS:					
275-36110-0000	Pooled cash interest	524	-	-	-
275-36199-0000	Change in FV of inv	35	-	-	-
Subtotal		559	-	-	-
TOTAL FUND 275		559	-	-	-
276 HOME PROGRAM FUND					
TAXES:					
276-31110-1000	SA ROPS Revenue	50,000	50,000	50,000	50,000
MISCELLANEOUS:					
276-36123-0000	E.D. loan interest	19,344	19,344	19,344	-
276-36199-0000	Change in FV of inv	(117)	-	-	-
276-36622-0000	E.D. loan principal	50,000	50,000	50,000	-
Subtotal		69,227	69,344	69,344	-
TOTAL FUND 276		119,227	119,344	119,344	50,000
277 HOUSING REVOLVING LOAN FUND					
MISCELLANEOUS:					
277-36122-0000	Other hous loan principal	5,501	-	-	-
277-36199-0000	Change in FV of inv	(47)	-	-	-
277-36612-0000	Other hous loan prin	55,500	15,000	15,000	-
277-36812-0000	Reimbursement	298,041	-	-	-
Subtotal		358,995	15,000	15,000	-
TOTAL FUND 277		358,995	15,000	15,000	-
278 CALHOME OOR GRANT					
MISCELLANEOUS:					
278-36110-0000	Pooled cash interest	1,395	-	-	-
278-36199-0000	Change in FV of inv	108	-	-	-
278-36890-0000	Miscellaneous	125	-	-	-
Subtotal		1,503	-	-	-
TOTAL FUND 278		1,628	-	-	-
283 ECONOMIC DEVELOPMENT FUND					

Revenues By Fund - City Funds

Acct. No.	Description	2018-19 Actual	2019-20 Amended Budget	2019-20 Estimated Actual	2020-21 Budget
MISCELLANEOUS:					
283-36199-0000	Change in FV of inv	2	-	-	-
TOTAL FUND 283		2	-	-	-
285 RENTAL REHABILITATION					
MISCELLANEOUS:					
285-36110-0000	Pooled cash interest	1,398	-	-	-
285-36199-0000	Change in FV of inv	66	-	-	-
285-36890-0000	Miscellaneous	978	-	-	-
Subtotal		2,442	-	-	-
TOTAL FUND 285		2,442	-	-	-
291 HOUSING FUND					
MISCELLANEOUS:					
291-36110-0000	Pooled cash interest	11,311	-	-	-
291-36121-0000	HAB loan interest	254	-	-	-
291-36199-0000	Change in FV of inv	(79)	-	-	-
291-36611-0000	HAB loan principal	28,203	-	-	-
Subtotal		39,689	-	-	-
TOTAL FUND 291		39,689	-	-	-
296 CITY HOUSING - LOW/MOD					
CHARGES FOR SERVICES:					
296-34612-0000	Grant Administration	8,870	-	-	-
296-34613-0000	Subordination Fee	100	-	-	-
Subtotal		8,970	-	-	-
MISCELLANEOUS:					
296-36110-0000	Pooled cash interest	18,516	-	-	-
296-36122-0000	Other hous loan interest	13,890	7,416	7,416	10,000
296-36199-0000	Change in FV of inv	2,134	-	-	-
296-36612-0000	Other hous loan prin	336,811	88,055	88,055	150,000
296-36890-0000	Miscellaneous	101,026	53,257	53,257	-
Subtotal		472,377	148,728	148,728	160,000
TOTAL FUND 296		481,347	148,728	148,728	160,000
500 WATER FUND					
CHARGES FOR SERVICES					
500-34101-0000	Regular charges	7,936,945	8,087,793	8,087,793	8,090,000
500-34101-1257	Hidden Valley	3,482	14,000	14,000	14,000
500-34102-0000	Sales to H.C.S.D.	664,681	452,102	452,102	550,000
500-34104-0000	Late penalties	41,117	30,000	30,000	30,000
500-34105-0000	Hydrant fees	1,015	1,000	1,000	1,000
500-34106-0000	Meter test fees	-	500	500	500
500-34107-0000	Water turn-on fees	57,222	50,000	50,000	50,000
500-34108-0000	Re-connect fees	12,400	50,000	50,000	50,000
500-34109-0000	Lab test fees	6,154	4,750	4,750	4,750
500-34110-0000	Permit reviews	2,000	500	500	500
500-34111-0000	Convenience Fee	618	2,000	2,000	2,000
500-34115-0000	Bulk Water Sales	6,163	6,163	6,163	3,500
500-34171-0000	Residential service	73,435	52,074	52,074	15,000
500-34172-0000	Commercial service	80,638	54,972	54,972	15,000
500-34173-0000	Fire service	35,304	35,304	35,304	22,500
500-34190-0000	Misc enterprise chgs	2,302	1,500	2,250	1,500
500-34901-0000	Return check chgs	965	1,000	1,000	1,000
Subtotal		8,924,441	8,843,658	8,844,408	8,851,250

Revenues By Fund - City Funds

Acct. No.	Description	2018-19 Actual	2019-20 Amended Budget	2019-20 Estimated Actual	2020-21 Budget
MISCELLANEOUS:					
500-36110-0000	Pooled cash interest	144,386	-	-	-
500-36166-1270	2012 Water Bond Interest	2,387	-	-	-
500-36199-0000	Change in FV of inv	11,884	-	-	-
500-36812-0000	Reimbursement-prior	1,850	-	-	-
500-36815-0000	Compensation - property dama	21,065	3,388	3,388	-
500-36890-0000	Miscellaneous	15,790	10,836	10,836	-
	Subtotal	197,362	14,224	14,224	-
OTHER FINANCING SOURCES:					
500-39100-0000	Transfers In	1,396,349	-	-	-
	TOTAL FUND 500	10,518,152	8,857,882	8,858,632	8,851,250
501	WATER CAPITAL FUND				
MISCELLANEOUS:					
501-36166-1270	2012 Water Bond Interest	5,652	-	-	-
OTHER FINANCING SOURCES:					
501-39110-0000	Water Fund	-	2,230,000	2,230,000	1,173,000
	TOTAL FUND 501	5,652	2,230,000	2,230,000	1,173,000
510	WASTEWATER OPERATING FUND				
CHARGES FOR SERVICES:					
510-34101-0000	Regular charges	8,432,550	9,900,000	9,900,000	9,500,000
510-34110-0000	Permit reviews	1,400	-	-	-
510-34111-0000	Convenience Fee	627	2,000	2,000	2,000
510-34121-0000	WW service to HCSD	1,332,610	1,105,693	1,105,693	1,200,000
510-34122-0000	Sewer Overflow Response	-	-	-	-
510-34123-0000	Holding tank dumping	164,894	150,000	150,000	165,000
510-34124-0000	Pre-treatment analysis	7,112	5,000	5,000	7,500
510-34174-0000	Sewer connection	54,317	41,019	41,019	25,000
	Subtotal	9,993,510	11,203,712	11,203,712	10,899,500
MISCELLANEOUS:					
510-36110-0000	Pooled cash interest	72,047	-	-	-
510-36112-1000	WW Capital Reserve interest	24,923	-	-	-
510-36199-0000	Change in FV of inv	7,268	-	-	-
510-36812-0000	Reimbursement-prior	15,554	-	-	-
510-36890-0000	Miscellaneous	7,686	-	-	-
	Subtotal	127,478	-	-	-
OTHER FINANCING SOURCES:					
510-39100-0000	Transfers In	1,818,995	-	-	-
	TOTAL FUND 510	11,939,983	11,203,712	11,203,712	10,899,500
512	WASTEWATER CAPITAL FUND				
MISCELLANEOUS:					
512-36165-0000	HCSD Project Contribution	1,546,611	1,155,454	1,155,454	302,000
512-36165-1200	HCSD Martin Slough	210,128	-	-	-
512-36199-0000	Change in FV of inv	(2,757)	-	-	-
512-36812-0000	Reimbursement	-	816,000	816,000	-
512-36890-0000	Miscellaneous	128,526	-	-	-
	Subtotal	1,882,508	1,971,454	1,971,454	302,000
OTHER FINANCING SOURCES:					
512-39140-0000	Txfr from WW Operating	-	5,631,643	5,631,643	4,353,000
	TOTAL FUND 512	1,882,508	7,603,097	7,603,097	4,655,000

Revenues By Fund - City Funds

Acct. No.	Description	2018-19 Actual	2019-20 Amended Budget	2019-20 Estimated Actual	2020-21 Budget
520	TRANSIT FUND				
	CHARGES FOR SERVICES:				
520-34136-0000	DAR/DAL tickets counter	540	-	-	-
	OTHER FINANCING SOURCES:				
520-39101-0000	General Fund	205,391	-	-	-
	TOTAL FUND 520	205,931	-	-	-
530	HUMBOLDT BAY OPERATING FUND				
	TAXES:				
530-31110-1000	SA ROPS Revenue	224,282	224,282	224,282	224,282
	MISCELLANEOUS:				
530-36112-1087	Small Boat Basin Res. intere	1,768	-	-	-
530-36199-0000	Change in FV of inv	(777)	-	-	-
530-36310-1141	Pacific Choice	111,358	102,358	102,358	108,000
530-36310-1149	Humboldt Archers	264	3,169	3,169	-
530-36310-1178	Humb Bay Rowing	3,840	3,600	3,600	3,840
530-36310-1199	Englund Marine	82,175	65,000	65,000	65,000
530-36310-1200	Englund M. utilities	5,316	4,500	4,500	5,250
530-36310-1201	Englund M. UST maint fee	7,066	5,000	5,000	6,500
530-36310-1251	Public Marina-Misc.	65,648	74,000	74,000	62,000
530-36310-1253	Yacht Club	7,658	7,404	7,404	7,750
530-36331-1107	Chevron	-	37,680	37,680	40,000
530-36331-1109	Eureka Forest Prod.	25,236	23,400	23,400	26,000
530-36331-1179	Pacific Affiliates	9,803	8,877	8,877	10,000
530-36333-0000	Oyster beds lease-Coast	24,131	35,000	35,000	40,000
530-36334-0000	Marina rnt-local	127,954	159,000	159,000	120,000
530-36335-0000	Marina rnt-transient	94,493	79,500	79,500	100,000
530-36336-1150	FTB - Wild Planet	46,697	35,511	35,511	46,250
530-36336-1151	Caito	12,456	3,766	3,766	12,500
530-36336-1152	FTB - Coast Seafood	28,156	25,000	25,000	27,500
530-36336-1153	FTB - Restaurant	37,200	37,200	37,200	37,200
530-36336-1156	FTB - Coast Seafood Hoist Us	6,168	6,000	6,000	6,000
530-36336-1160	FTB - Ticket Booth	1,200	1,200	1,200	1,200
530-36336-1184	Wild Planet Hoist Usage	4,755	-	-	-
530-36336-1185	Wild Planet	23,640	21,670	21,670	23,650
530-36336-1186	Humb Seafood Unload.	-	4,200	4,200	-
530-36336-1187	Ralph Davis -1091 Boat moora	2,934	-	-	-
530-36336-1188	Hum Fishermens Marketing Ass	5,100	5,100	5,100	5,100
530-36336-1189	Humb Seafood Unload. Hoist U	-	6,000	6,000	-
530-36337-0000	Seafood unloading	18,624	17,072	17,072	12,500
530-36812-0000	Reimbursement	311	-	-	-
530-36815-0000	Compensation - property dama	15,500	-	-	-
530-36890-0000	Miscellaneous	444	-	-	-
530-36890-1251	Public Marina-Miscellaneous	6,423	5,000	5,000	5,000
	Subtotal	775,541	776,207	776,207	771,240
	TOTAL FUND 530	999,823	1,000,489	1,000,489	995,522
540	BUILDING FUND				
	LICENSES, PERMITS & FRANCHISES:				
540-32211-0000	Building permits	417,499	371,721	371,721	345,000
540-32212-0000	Electrical permits	72,885	64,600	64,600	60,000
540-32213-0000	Plumbing permits	45,266	40,966	40,966	45,000
540-32214-0000	Mechanical permits	27,943	25,000	25,511	25,000
540-32225-0000	BSC Fees	337	-	-	-
	Subtotal	563,930	502,287	502,798	475,000
	CHARGES FOR SERVICES:				

Revenues By Fund - City Funds

Acct. No.	Description	2018-19 Actual	2019-20 Amended Budget	2019-20 Estimated Actual	2020-21 Budget
540-34231-0000	Plan check fees	183,838	160,364	160,364	160,000
540-34232-0000	Sp. inspections fees	28,598	27,450	27,450	35,000
540-34517-0000	CASp Recovered Revenue	12,684	10,000	10,000	10,000
540-34518-0000	Code Enforcement Cost Recove	-	25,000	25,000	25,000
540-34519-0000	Record Notice of Non-complia	235	-	-	-
540-34520-0000	Notice of Compliance	188	-	-	-
540-34910-0000	Printing chgs	2,017	-	-	-
	Subtotal	227,560	222,814	222,814	230,000
	FINES & FORFEITS:				
540-35261-0000	Code Violation Restitution	447,147	300,000	300,000	300,000
	MISCELLANEOUS:				
540-36112-2000	Code Violation Finance Charg	91,657	69,356	69,356	10,000
540-36199-0000	Change in FV of inv	123	-	-	-
540-36220-0000	BL Strong Motion	12,712	5,065	5,065	-
540-36890-0000	Miscellaneous	(4)	-	-	-
	Subtotal	104,488	74,421	74,421	10,000
	TOTAL FUND 540	1,343,125	1,099,522	1,100,033	1,015,000
550	MUNICIPAL GOLF COURSE FUND				
	MISCELLANEOUS:				
550-36110-0000	Pooled cash interest	(27)	-	-	-
550-36345-1117	Golf course	13,532	8,000	8,000	15,000
550-36890-0000	Miscellaneous	-	2,331	2,331	-
	TOTAL FUND 550	13,505	10,331	10,331	15,000
610	EQUIPMENT OPERATIONS FUND				
	CHARGES FOR SERVICES:				
610-34620-0000	Humboldt Bay Fire JPA	31,401	33,865	33,865	-
610-34820-0000	Equipment lease	1,901,495	2,096,216	2,096,216	901,176
	Subtotal	1,932,896	2,130,081	2,130,081	901,176
	MISCELLANEOUS:				
610-36110-0000	Pooled cash interest	(253)	-	-	-
610-36815-0000	Compensation - property dama	7,534	-	-	-
610-36824-0000	Sale of Vehicle	-	5,536	5,536	-
610-36825-0000	Recovered Revenue	3,480	-	-	-
610-36890-0000	Miscellaneous	979	1,826	1,826	-
610-39251-0000	Sale-City pers prop	8,059	-	-	-
	Subtotal	19,799	7,362	7,362	-
	TOTAL FUND 610	1,952,695	2,137,443	2,137,443	901,176
625	RISK MANAGEMENT				
	CHARGES FOR SERVICES:				
625-34840-0000	Liability ins chgs	774,209	935,578	935,578	960,284
625-34841-0000	Wrkr's comp. chgs	970,389	1,107,863	1,107,863	1,107,863
625-34842-0000	Property Insurance chgs	80,000	80,000	80,000	250,000
625-34853-0000	Retiree Grp Hlth/Life	57,699	145,000	145,000	145,000
	Subtotal	1,882,297	2,268,441	2,268,441	2,463,147
625-36199-0000	Change in FV of inv	130	-	-	-
	TOTAL FUND 625	1,882,427	2,268,441	2,268,441	2,463,147
630	INFORMATION TECHNOLOGY OPERATIONS				
	INTERGOVERNMENTAL:				
630-33303-2000	Humboldt Bay Fire JPA	376,631	229,976	229,976	141,988

Revenues By Fund - City Funds

Acct. No.	Description	2018-19 Actual	2019-20 Amended Budget	2019-20 Estimated Actual	2020-21 Budget
CHARGES FOR SERVICES:					
630-34820-0000	Equipment lease	920,705	1,110,465	1,110,465	632,834
630-34820-0010	Communications	151,363	163,000	163,000	144,159
	Subtotal	1,072,068	1,273,465	1,273,465	776,993
MISCELLANEOUS:					
630-36199-0000	Change in FV of inv	(46)	-	-	-
630-36890-0000	Miscellaneous	-	1,012	1,012	-
	TOTAL FUND 630	1,448,653	1,504,453	1,504,453	918,981
650	INTERNAL OPERATIONS				
CHARGES FOR SERVICES:					
650-34140-0002	General Admin.	1,676,785	1,810,815	1,810,815	279,342
650-34140-0003	General Government	1,412,276	1,271,078	1,271,078	2,399,021
650-34205-0000	City Attorney Fees	10,600	6,250	6,250	-
	Subtotal	3,099,661	3,088,143	3,088,143	2,678,363
MISCELLANEOUS:					
650-36199-0000	Change in FV of inv	20	-	-	-
650-36812-0000	Reimbursement	1,865	-	-	-
	Subtotal	1,885	-	-	-
	TOTAL FUND 650	3,101,546	3,088,143	3,088,143	2,678,363
660	INTERNAL OPERATIONS				
CHARGES FOR SERVICES:					
660-34140-0001	Facilities Maintenance	973,263	1,221,500	1,221,500	978,092
MISCELLANEOUS:					
660-36890-0000	Miscellaneous	-	15,000	15,000	-
	TOTAL FUND 660	973,263	1,236,500	1,236,500	978,092
700	FIRE AND POLICE RETIREMENT FUND				
CHARGES FOR SERVICES:					
700-34830-1069	Fire	123,512	267,585	267,585	238,805
700-34830-1070	Police	18,126	35,561	35,561	31,736
	Subtotal	141,638	303,146	303,146	270,541
700-36199-0000	Change in FV of inv	(66)	-	-	-
	TOTAL FUND 700	141,572	303,146	303,146	270,541
	TOTAL ALL CITY FUNDS	73,070,664	77,337,743	74,255,409	64,176,473

Revenues By Fund - Successor Agency Funds

Acct. No.	Description	2018-19 Actual	2019-20 Amended Budget	2019-20 Estimated Actual	2020-21 Budget
350	SUCCESSOR AGENCY - DEBT SERVICE				
	TAXES:				
350-31110-1000	SA ROPS Revenue	3,273,413	2,986,097	2,986,097	2,478,236
	MISCELLANEOUS:				
350-36199-0000	Change in FV of inv	895	-	-	-
	TOTAL FUND 350	<u>3,274,308</u>	<u>2,986,097</u>	<u>2,986,097</u>	<u>2,478,236</u>
450	SUCCESSOR AGENCY - CAPITAL PROJECTS				
	MISCELLANEOUS:				
450-36167-0000	Series B 2010 bond interest	3	-	-	-
450-36199-0000	Change in FV of inv	(1,178)	-	-	-
	Subtotal	<u>(1,178)</u>	<u>0</u>	<u>0</u>	<u>0</u>
	TOTAL FUND 450	<u>(1,178)</u>	<u>0</u>	<u>0</u>	<u>0</u>
	TOTAL ALL ERA FUNDS	<u>3,273,130</u>	<u>2,986,097</u>	<u>2,986,097</u>	<u>2,478,236</u>
	GRAND TOTAL ALL FUNDS	<u>76,343,794</u>	<u>80,323,840</u>	<u>77,241,506</u>	<u>66,654,709</u>

Section G:

Expenditures by Fund



Expenditures By Fund - City Funds

Acct. No.	Description	2017-18 Actual	2018-19 Amended Budget	2018-19 Estimated Actual	2020-21 Budget
110	GENERAL FUND				
	<i>GENERAL GOVERNMENT:</i>				
110-41500	Non-departmental	1,044,182	1,294,499	1,294,499	1,280,909
	<i>PUBLIC SAFETY:</i>				
110-42100	Police	11,771,021	12,504,238	12,504,337	11,735,419
110-42125	Police - Communication	1,325,470	1,499,558	1,496,914	1,366,951
110-42127	Police - POP	2,284	-	-	-
110-42201	Fire-Administration	6,792,320	7,220,871	7,220,871	6,230,781
110-42202	Fire-Prevention	-	-	-	-
110-42203	Fire-Suppression	8,528	4,600	4,600	-
110-42204	Marine 1	-	-	-	-
110-42205	Fire - Volunteer	-	-	-	-
110-42230	Emergency Oper Cnt	(143)	1,000	350	14,000
	Subtotal	19,899,480	21,230,267	21,227,072	19,347,151
	<i>COMMUNITY SERVICES:</i>				
110-44500	Facilities Operations	-	-	-	-
110-45110	Parks & Rec-Administration	707,227	766,735	765,266	731,266
110-45131	Rec-Administration	8,895	-	-	-
110-45132	Rec-Youth Programs	1,022,990	950,593	950,357	821,690
110-45133	Rec-Adult Programs	154,509	190,588	189,825	180,097
110-45135	Rec-Adorni Center	340,706	375,196	376,033	304,165
110-45140	Sequoia Park Zoo	1,266,801	1,286,786	1,287,149	1,130,170
110-45150	Parks	941,060	915,280	915,211	776,089
	Subtotal	4,442,188	4,485,178	4,483,841	3,943,477
	<i>PUBLIC WORKS:</i>				
110-44128	Admin	25,357	29,780	29,758	24,050
110-44130	Stormwater	228,941	237,563	237,432	179,820
110-44200	Streets/Alley M	623,237	693,301	692,585	604,398
110-44120	Engineering-Administration	225,053	256,372	256,195	240,879
110-44122	Engineering-Construction	545	-	-	-
110-44124	Engineering-Development	-	-	-	-
110-44125	Traffic/Signals	137,139	158,028	157,405	147,057
	Subtotal	1,240,272	1,375,044	1,373,375	1,196,204
	<i>DEVELOPMENT SERVICES:</i>				
110-44126	GIS Program	-	-	-	-
110-44510	Property management	-	-	-	-
110-46101	CD-Administration	1,577,725	1,509,411	1,508,275	1,084,688
110-46102	CD-Curr Plan/Permit	259	-	-	-
110-46103	CD-Long Range Plan	-	-	-	-
110-46104	CD-Enforcement	-	-	-	-
110-46105	CD-Environmental	(514)	-	-	-
	Subtotal	1,577,470	1,509,411	1,508,275	1,084,688
110-46510	<i>ECONOMIC DEVELOPMENT</i>	-	-	-	-
110-47000	<i>PROJECTS</i>	680,088	1,388,928	1,388,928	-
110-48000	<i>DEBT SERVICE</i>	129,542	129,542	129,542	-

Expenditures By Fund - City Funds

Acct. No.	Description	2017-18 Actual	2018-19 Amended Budget	2018-19 Estimated Actual	2020-21 Budget
110-49000	OTHER FINANCING USES	205,391	30,000	30,000	-
TOTAL FUND 110		29,218,613	31,442,869	31,435,532	26,852,429
112 DONATIONS					
<i>GENERAL GOVERNMENT:</i>					
112-41300	Mayor	10,137	-	-	-
112-41500	Non-departmental	6,643	39,950	39,950	50,000
<i>COMMUNITY SERVICES:</i>					
112-45150	Parks	42,666	16,000	16,000	-
TOTAL FUND 112		59,446	55,950	55,950	50,000
205 HUD/CDBG ADMINISTRATION-PRIOR YEARS					
<i>ECONOMIC DEVELOPMENT:</i>					
205-46510	Administration-E.D.	-	25,000	25,000	199,772
205-49000	OTHER FINANCING USES	-	-	-	-
TOTAL FUND 205		-	25,000	25,000	199,772
224 SB 1435 STATE HIGHWAY ACCOUNT FUND					
<i>PUBLIC WORKS:</i>					
44125	Traffic/Signals	-	-	-	-
44200	Streets/Alley M	-	-	-	-
Subtotal		-	-	-	-
224-47000	PROJECTS	583,447	200,000	200,000	270,000
TOTAL FUND 224		583,447	200,000	200,000	270,000
225 SB 45 STATE HIGHWAY FUNDS					
225-47000	PROJECTS	111,173	467,770	467,770	-
TOTAL FUND 225		111,173	467,770	467,770	-
226 CALTRANS NON-FREEWAY					
226-47000	PROJECTS	170,420	1,950,326	1,950,326	-
TOTAL FUND 226		170,420	1,950,326	1,950,326	-
227 TRANSPORTATION CONGESTION IMPROVEMENT FUND					
227-47000	PROJECTS	411,761	499,634	499,634	-
TOTAL FUND 227		411,761	499,634	499,634	-
228 SB1 RMRA					

Expenditures By Fund - City Funds

Acct. No.	Description	2017-18 Actual	2018-19 Amended Budget	2018-19 Estimated Actual	2020-21 Budget
228-47000	PROJECTS	-	-	-	914,203
TOTAL FUND 228		-	-	-	914,203
229	GAS TAX FUNDS - 2105, 2106 and 2107				
	<i>PUBLIC WORKS</i>				
229-44125	Traffic/Signals	119,608	155,634	154,916	185,893
229-44200	Streets/Alley M	444,259	465,706	465,335	422,449
	Subtotal	563,867	621,340	620,251	608,342
229-47000	PROJECTS	734,509	47,867	47,867	-
229-49000	OTHER FINANCING USES	-	-	-	-
TOTAL FUND 229		1,298,376	669,207	668,118	608,342
230	HABITAT ACQUISITION AND RESTORATION FUND				
230-47000	PROJECTS	252,063	374,967	374,967	-
TOTAL FUND 230		252,063	374,967	374,967	-
232	ENVIRONMENTAL PROGRAMS FUND				
	<i>COMMUNITY SERVICES:</i>				
232-44505	Environmental Programs	98,642	89,902	89,267	74,470
TOTAL FUND 232		98,642	89,902	89,267	74,470
233	SPECIAL POLICE REVENUE FUND - DRUG ASSET FORFEITURES				
	<i>PUBLIC SAFETY:</i>				
233-42100	Police	-	-	-	-
TOTAL FUND 233		-	-	-	-
234	SPECIAL POLICE REVENUE FUND - GRANTS				
	<i>PUBLIC SAFETY:</i>				
234-42100	Police	550,215	626,773	627,201	-
TOTAL FUND 234		550,215	626,773	627,201	-
235	SPECIAL POLICE REVENUE FUND - GRANTS				
	<i>PUBLIC SAFETY:</i>				
235-42100	Police	-	-	-	-
TOTAL FUND 235		-	-	-	-
236	SPECIAL POLICE REVENUE FUND - SLES (COPS)				
	<i>PUBLIC SAFETY:</i>				
236-42100	Police	-	1,240	1,290	-

Expenditures By Fund - City Funds

Acct. No.	Description	2017-18 Actual	2018-19 Amended Budget	2018-19 Estimated Actual	2020-21 Budget
TOTAL FUND 236		-	1,240	1,290	-
237 SPECIAL POLICE REVENUE FUND - TRAFFIC OFFENDER					
<i>PUBLIC SAFETY:</i>					
237-42100	Police	35,063	56,000	56,000	-
TOTAL FUND 237		35,063	56,000	56,000	-
238 ABANDONED VEHICLE ABATEMENT FUND					
<i>PUBLIC SAFETY:</i>					
238-42100	Police	33,772	49,000	49,000	49,000
TOTAL FUND 238		33,772	49,000	49,000	49,000
239 PARKING					
<i>PUBLIC SAFETY:</i>					
239-42126	Police	19,307	17,124	17,216	17,547
<i>PUBLIC WORKS:</i>					
239-44125	Traffic/Signals	34,743	38,866	38,585	42,374
239-44200	Streets/Alley M	47,025	45,672	45,697	48,957
239-44122	Engineering - Construction	767	-	-	-
239-47000	PROJECTS	14,878	15,000	15,000	15,000
239-48000	DEBT SERVICE	-	-	-	-
239-49000	OTHER FINANCING USES	-	-	-	-
TOTAL FUND 239		116,720	116,662	116,498	123,878
241 STREETS IMPROVEMENTS					
241-47000	PROJECTS	-	-	-	-
TOTAL FUND 242		-	-	-	-
242 DEMOLITION PROJECTS FUND					
242-47000	PROJECTS	493,566	88,000	88,000	100,000
TOTAL FUND 242		493,566	88,000	88,000	100,000
260 AIRPORT FUND					
<i>DEVELOPMENT SERVICES:</i>					
260-44520	Airport	333,703	29,533	28,978	35,073
260-46101	CD-Administration	7,283	7,848	7,669	7,825
TOTAL FUND 260		340,986	37,381	36,647	42,898

Expenditures By Fund - City Funds

Acct. No.	Description	2017-18 Actual	2018-19 Amended Budget	2018-19 Estimated Actual	2020-21 Budget
273	CDBG FUND				
	<i>DEVELOPMENT SERVICES:</i>				
273-46310	Housing	-	-	-	-
	TOTAL FUND 273	-	-	-	-
275	CDBG GENERAL ALLOCATION				
	<i>DEVELOPMENT SERVICES:</i>				
275-46310	Housing	24,231	-	-	-
	TOTAL FUND 273	24,231	-	-	-
276	HOME PROGRAM FUND				
	<i>DEVELOPMENT SERVICES:</i>				
276-46310	Housing	200	50,000	50,000	50,000
	TOTAL FUND 276	200	50,000	50,000	50,000
277	HOUSING RLF CDBG PROGRAM INCOME				
	<i>DEVELOPMENT SERVICES:</i>				
277-46310	Housing	41,916	-	-	-
277-49000	<i>OTHER FINANCING USES</i>	-	-	-	-
	TOTAL FUND 277	41,916	-	-	-
278	CALHOME OOR GRANT - HOUSING FUND				
	<i>DEVELOPMENT SERVICES:</i>				
278-46310	Housing	-	42,850	42,850	42,850
	TOTAL FUND 278	-	42,850	42,850	42,850
283	ECONOMIC DEVELOPMENT FUND				
	<i>ECONOMIC DEVELOPMENT:</i>				
283-46510	Administration-E.D.	-	-	-	-
	TOTAL FUND 283	-	-	-	-
285	RENTAL REHABILITATION FUND				
	<i>DEVELOPMENT SERVICES:</i>				
285-46310	Housing	50,000	-	-	-
	TOTAL FUND 285	50,000	-	-	-
291	HOUSING FUND				
	<i>DEVELOPMENT SERVICES:</i>				

Expenditures By Fund - City Funds

Acct. No.	Description	2017-18 Actual	2018-19 Amended Budget	2018-19 Estimated Actual	2020-21 Budget
291-46310	Housing	5,437	27,918	27,918	27,918
TOTAL FUND 291		5,437	27,918	27,918	27,918
296 HOUSING FUND					
<i>DEVELOPMENT SERVICES:</i>					
296-46310	Housing	239,130	271,936	271,582	408,022
296-49000	<i>OTHER FINANCING USES</i>	-	-	-	-
TOTAL FUND 296		239,130	271,936	271,582	408,022
500 WATER FUND					
<i>GENERAL GOVERNMENT:</i>					
500-41430	Finance	280,444	255,872	254,924	293,478
<i>PUBLIC WORKS:</i>					
500-44370	Water Distrib Maint	2,457,217	1,703,015	1,702,919	1,610,380
500-44420	Water Treatment	3,923,732	3,982,668	3,982,753	4,110,952
500-44120	Engineering - Administration	388,377	520,254	519,519	537,765
500-44122	Engineering - Construction	432	-	-	-
500-44124	Engineering - Development	-	-	-	-
500-44126	Engineering - Development	-	-	-	-
500-44128	Engineering - Administration	205,443	178,360	176,464	181,967
Subtotal		6,975,201	6,384,297	6,381,655	6,441,064
<i>DEVELOPMENT SERVICES:</i>					
500-46101	CD-Administration	43,111	50,411	50,091	52,827
500-47000	<i>PROJECTS</i>	26,686	23,100	23,100	-
500-48000	<i>DEBT SERVICE</i>	772,599	1,409,587	1,409,587	1,405,713
500-49000	<i>OTHER FINANCING USES</i>	-	2,230,000	2,230,000	1,900,000
TOTAL FUND 500		8,098,041	10,353,267	10,349,357	10,093,082
501 WATER CAPITAL PROJECTS FUND					
501-47000	<i>PROJECTS</i>	161,594	3,787,115	3,787,115	1,173,000
501-49000	<i>OTHER FINANCING USES</i>	1,396,349	-	-	-
TOTAL FUND 501		1,557,943	3,787,115	3,787,115	1,173,000
510 WASTEWATER OPERATING FUND					
<i>GENERAL GOVERNMENT:</i>					
510-41430	Finance	273,093	244,703	244,171	290,935
<i>PUBLIC WORKS:</i>					
510-44380	Sewer Collect Maint	3,121,092	2,456,792	2,455,712	2,046,933
510-44430	Wastewater Treatment	3,655,999	3,232,040	3,229,252	3,534,733

Expenditures By Fund - City Funds

Acct. No.	Description	2017-18 Actual	2018-19 Amended Budget	2018-19 Estimated Actual	2020-21 Budget
510-44120	Engineering-Administration	387,104	515,925	514,020	558,705
510-44122	Engineering-Construction	-	-	-	-
510-44124	Engineering-Development	-	-	-	-
510-44126	Engineering-Development	-	-	-	-
510-44128	GIS Program	204,690	176,250	173,854	181,969
	Subtotal	7,368,885	6,381,007	6,372,838	6,322,340
	<i>DEVELOPMENT SERVICES:</i>				
510-46101	GIS Program	43,050	50,412	50,092	52,957
510-47000	<i>PROJECTS</i>	83,035	-	-	-
510-48000	<i>DEBT SERVICE</i>	799,829	1,290,757	1,290,757	1,294,494
510-49000	<i>OTHER FINANCING USES</i>	-	5,631,643	5,631,643	4,353,000
	TOTAL FUND 510	8,567,892	13,598,522	13,589,501	12,313,726
	512 WASTEWATER CAPITAL PROJECT FUND				
	<i>PUBLIC WORKS:</i>				
512-44430	Wastewater Treatment	-	-	-	-
512-47000	<i>PROJECTS</i>	196,810	5,265,326	5,265,326	4,655,000
512-49000	<i>OTHER FINANCING USES</i>	1,818,995	-	-	-
	TOTAL FUND 512	2,015,805	5,265,326	5,265,326	4,655,000
	520 TRANSIT FUND				
	<i>TRANSIT:</i>				
520-41470	Transit-gen public	817,942	-	-	-
520-41471	Paratransit	-	-	-	-
	Subtotal	817,942	-	-	-
520-47000	<i>PROJECTS</i>	-	-	-	-
	TOTAL FUND 520	817,942	-	-	-
	530 HUMBOLDT BAY OPERATING FUND				
	<i>COMMUNITY SERVICES:</i>				
530-44440	Harbor-Maintenance	986,162	662,130	662,022	641,433
530-44441	Harbor-Public Marina	222,010	252,917	252,995	225,171
	Subtotal	1,208,172	915,047	915,017	866,604
	<i>PUBLIC WORKS</i>				
530-44124	Engineering - Development	-	-	-	-
	Subtotal	-	-	-	-
	<i>DEVELOPMENT SERVICES:</i>				
530-44510	Property Management	-	-	-	-
530-46101	Property Management	-	-	-	-

Expenditures By Fund - City Funds

Acct. No.	Description	2017-18 Actual	2018-19 Amended Budget	2018-19 Estimated Actual	2020-21 Budget
530-47000	PROJECTS	1,722,965	28,065	28,065	-
530-48000	DEBT SERVICE	(112,092)	174,282	174,282	174,282
530-49000	OTHER FINANCING USES	-	-	-	-
TOTAL FUND 530		2,819,045	1,117,394	1,117,364	1,040,886
540 BUILDING FUND					
<i>PUBLIC WORKS:</i>					
540-46200	Building	628,004	686,818	684,800	679,031
540-46250	Code Enforcement	956,610	458,734	458,158	475,983
Subtotal		1,584,614	1,145,552	1,142,958	1,155,014
540-47000	PROJECTS	-	-	-	-
540-49000	OTHER FINANCING USES	-	-	-	-
TOTAL FUND 540		1,584,614	1,145,552	1,142,958	1,155,014
550 MUNICIPAL GOLF COURSE FUND					
<i>DEVELOPMENT SERVICES:</i>					
550-44510	Property management	11,835	25,000	25,000	-
550-46101	Property management	-	-	-	-
550-47000	PROJECTS	128,695	-	-	-
TOTAL FUND 550		140,530	25,000	25,000	-
610 EQUIPMENT OPERATIONS FUND					
<i>PUBLIC WORKS:</i>					
610-44360	Equipment Operations	1,898,355	1,977,831	1,975,940	2,101,180
610-47000	PROJECTS	1,029	-	-	-
610-49000	OTHER FINANCING USES	-	-	-	-
TOTAL FUND 610		1,899,384	1,977,831	1,975,940	2,101,180
625 RISK MANAGEMENT FUND					
<i>GENERAL GOVERNMENT:</i>					
625-41412	Liability	791,147	1,178,296	1,178,296	1,389,023
625-41413	Workers' Comp	898,427	898,813	898,813	915,263
625-41415	Employee Benefits	60,754	145,000	145,000	60,000
Subtotal		1,750,328	2,222,109	2,222,109	2,364,286
TOTAL FUND 625		1,750,328	2,222,109	2,222,109	2,364,286
630 INFORMATION TECHNOLOGY OPERATIONS					
<i>GENERAL GOVERNMENT:</i>					

Expenditures By Fund - City Funds

Acct. No.	Description	2017-18 Actual	2018-19 Amended Budget	2018-19 Estimated Actual	2020-21 Budget
630-41435	City Clerk	1,240,652	1,419,467	1,418,856	1,487,981
630-48000	DEBT SERVICE	-	-	-	-
630-49000	OTHER FINANCING USES	-	-	-	-
TOTAL FUND 630		1,240,652	1,419,467	1,418,856	1,487,981
650 INTERNAL OPERATIONS					
<i>GENERAL GOVERNMENT:</i>					
650-41100	City Council	120,259	113,334	113,536	122,330
650-41300	Mayor	25,825	17,998	18,577	18,806
650-41400	City Manager	300,845	358,508	358,096	479,778
650-41410	Human Resources	485,445	583,173	581,947	553,387
650-41420	City Clerk	309,833	356,732	355,766	328,236
650-41430	Finance	754,021	752,193	747,722	741,071
650-41450	City Att-Legal Svcs	490,349	464,690	464,333	412,823
650-41500	Non-departmental	416,272	480,173	479,973	254,969
Subtotal		2,902,849	3,126,801	3,119,950	2,911,400
<i>COMMUNITY SERVICES:</i>					
650-44500	Facilities Operations	7,306	-	-	-
650-47000	PROJECTS	-	-	-	-
TOTAL FUND 650		2,910,155	3,126,801	3,119,950	2,911,400
660 INTERNAL OPERATIONS					
<i>COMMUNITY SERVICES:</i>					
660-44500	Facilities Operations	975,810	1,082,711	1,081,064	978,092
660-47000	PROJECTS	-	125,000	125,000	-
660-49000	OTHER FINANCING USES	-	-	-	-
TOTAL FUND 660		975,810	1,207,711	1,206,064	978,092
700 FIRE AND POLICE RETIREMENT FUND					
<i>GENERAL GOVERNMENT:</i>					
700-41415	Pension Trust	253,938	303,149	303,149	270,541
TOTAL FUND 700		253,938	303,149	303,149	270,541
TOTAL ALL CITY FUNDS		\$ 68,767,256	\$ 82,692,629	\$ 82,656,239	\$ 70,357,970

Expenditures By Fund - Successor Agency Funds

Acct. No.	Description	2017-18 Actual	2018-19 Amended Budget	2018-19 Estimated Actual	2020-21 Budget
350	SUCCESSOR AGENCY - DEBT SERVICE				
	<i>SUCCESSOR AGENCY:</i>				
350-46410	Redevel. Admin.	35,993	8,903	8,903	-
350-48000	DEBT SERVICE	904,752	2,986,097	2,986,097	2,961,947
350-49000	OTHER FINANCING USES	-	-	-	-
	TOTAL FUND 350	940,745	2,995,000	2,995,000	2,961,947
450	SUCCESSOR AGENCY - CAPITAL PROJECTS				
	<i>SUCCESSOR AGENCY:</i>				
450-46430	Redevel. agreements	57,713	-	-	-
450-46430	PROJECTS	57,713	-	-	-
450-49000	OTHER FINANCING USES	-	-	-	-
	TOTAL FUND 450	115,426	0	0	0
	TOTAL ALL ERA FUNDS	1,056,171	2,995,000	2,995,000	2,961,947
	GRAND TOTAL ALL FUNDS	\$ 69,823,427	\$ 85,687,629	\$ 85,651,239	\$ 73,319,917

Section H:

Capital Improvement Program Budget

FY2020-21 - FY2024-25

INTRODUCTION

As one of the earliest cities in California, Eureka must continually work to maintain and replace its aging facilities to meet its goal of providing high quality service to the City's citizens. In addition to maintenance, the City invests in new infrastructure improvements that extend and enhance service and provide for a diverse economic base within the community.



The City's Capital Improvement Program 2020 (CIP 2020) is a five-year summary of ongoing and proposed capital improvements to the City's public facility and infrastructure assets. CIP 2020 covers the period from Fiscal Year 2020/21 to Fiscal Year 2024/25. The FY 2020/21 budget is not in place and the capital programming presented in CIP 2020 will be a guiding tool to help set the budget. Subsequent years beyond 2020/21 in CIP 2020 include anticipated projects and capital expenditures that are likely to occur and/or are believed to be needed to maintain acceptable service to the citizens of Eureka. For enterprise funds such as water and wastewater, the CIP is used as a guiding document for setting rates necessary to generate sufficient revenue to cover anticipated capital project costs.

What is a Capital Improvement Program? A Capital Improvement Program (CIP) is a multi-year planning instrument used to identify and present needed capital improvement projects and to coordinate the financing and timing of those improvements. The primary purpose of the CIP is to

assist in the orderly implementation of the broad and comprehensive goals of the Strategic plan and adopted General Plan. The CIP is a template for the maintenance and replacement of the City's infrastructure by establishing an orderly basis to guide local officials in making sound budget decisions, focusing attention on community goals, needs and capabilities to maximize the benefit of public expenditures. The CIP is updated annually by engineering staff under the direction of the City Engineer.

What makes a Capital Improvement Program Effective? An effective CIP does the following:

1. Identifies specific public improvement projects and activities by location, size, function, and cost.
2. Establishes the timing for funding of major cost elements related to each project, such as permitting, right-of-way acquisition, design, construction and inspection.
3. Proposes specific revenue source(s) for each project and activity.
4. Facilitates prioritizing when funds are insufficient to cover all necessary projects.
5. Enhances coordination of separate but interrelated projects, whether internal or involving other agencies.
6. Provides affected agencies, such as utility companies, an opportunity to develop long-range programming in concert with City projects.
7. Lowers the risk of inefficient, frequent (annual) changes of direction in allocation of capital resources.
8. Provides a realistic base for labor and financial resources needed to implement the Program.



Planning Period - The five-year planning period, commonly used for CIP projections of City capital needs, allows a more comprehensive, far-sighted approach to setting goals balanced between need and resources. A five-year CIP must be flexible enough to make the inevitable adjustments for unanticipated cost changes, urgent projects, or other factors. City officials can refer to the CIP to help identify and inform the consequences of a delay in timely project commencement due to such factors. CIP updates are prepared and adopted each year to address the changes that have occurred over the previous year.

Capital Improvement Funding - Funding for projects is derived from special source funds including gas tax, Roadway Maintenance and Repair Account, harbor, water and sewer enterprises, parking fees, the General Fund, bond sales and state, federal and other grants. Gas tax, Roadway Maintenance and Repair Account, harbor, water and sewer fund and parking fee revenues are budgeted only for capital projects in the categories appropriate to their sources. Federal, state and other grant funds may only be used for the purpose for which the funds were received.

General Fund - General Fund revenue has been used to fund capital improvements but the level of capital funding available from that source has steadily decreased over time. The majority of General Fund revenue is used for operations. Consequently, the General Fund currently does not have the ability to finance substantial capital improvement projects. This affects certain capital planning areas more than others, such as Facilities, Parks and Recreation, Streets and Storm Drains, and Information Technology. Staff is currently evaluating the potential to replace a sunset general transactional sales and use tax. A new ballot measure could replace the old and provide further resources to the general fund For streets, stormdrains and the other underfunded areas. In the coming months, staff will recommend that the Council place some form of the measure on the November 2020 ballot.

Bond Funding - The sale of bonds is an effective means of financing capital improvements and will continue to be an option in the future. General obligation bonds have been used to fund both the Martin Slough Interceptor Project and the Mad River Pipeline Project in the recent past. In these cases, the debt related to bond payback is provided by the wastewater and water enterprise funds, respectively.

Enterprise Funds - The water and wastewater sections of CIP 2020 are largely funded by the rate structures adopted by Council in 2017. Implementation of these rates has resulted in increased ability to execute necessary water and sewer projects. Another rate study is set to commence in 2021, with a recommendation to Council in 2022.

Grants - Federal, state and other grant funds are a steady source of outside funding that is tapped by the City and used for specific projects and programs such as transportation safety, trails,

habitat restoration, stormwater, contamination cleanups, green space, economic development and other worthy endeavors based on applicability and need. Several projects in CIP 2020 are funded with grants, as indicated in the document.



Impact Fees - Possible sources of funds which could be investigated include impact fees for storm drainage, parks and recreation, street lighting, parking-in-lieu, fire protection, etc. These sources require thorough studies and voter approval prior to implementation. Pursuant to Council's long-standing direction, transportation impact fees are another source of funding that is currently being developed by the City in partnership with the County of Humboldt. It is anticipated that a fee structure for transportation impacts resulting from development will be in place by the time CIP 2021 is prepared next winter. With new requirements from the State Water Resource Control Board, trash capture is now required for all stormwater outfalls. No outside funding is currently available to pay for necessary improvements.



CIP Process - The general process began with meeting with department heads and project managers and identifying improvements anticipated for their departments and/or responsibility areas over the five-year CIP period. Project budget and financing information was reviewed and is included when available, as well as conformance with the 2020 Strategic Plan. The information is then used by engineering staff to create project worksheets that are formatted and compiled into a draft CIP for circulation and comment. Comments are incorporated and the final CIP is prepared. New projects in the CIP are submitted to Development Services staff and sent to the Planning Commission to review conformance with the City's General Plan. Planning Commission and final staff recommendations are submitted to City Council for action and the final CIP is adopted.

Financial Information - The City's Finance Department staff assists in the CIP preparation by providing relevant budget and financial information to verify that proposed capital expenditures for the current fiscal year match the approved budget, and to review actual expenditures in the past year against budgeted expenditures.

Cost Projections and Budgeting - Effort is made to ensure that all capital projects are described and have an estimated cost. Because many CIP projects are in a conceptual stage, their cost estimates are soft and subject to change as the projects become further defined. Current year estimates in CIP 2020 are in 2020 dollars. Multiple-year and subsequent-year project estimates are inflated 4% and rounded in an effort to more accurately reflect expected costs within the proposed year of construction. At the point when a project (or project phase) is scheduled to be completed in the upcoming fiscal year, the estimates should be adequate for budgeting and incorporation into the City's adopted budget.

It is important to note that the estimates of next year’s projects in the current CIP will be used to build the next fiscal year budget. For example, FY 2020/21 project cost estimates presented in CIP 2020 form the basis for the 2020/21 budget preparation that begins shortly after adoption of the CIP.

Pursuant to agreements dating back to the original construction of the Elk River Wastewater Treatment Facility and associated infrastructure (known collectively as the Greater Eureka Area Wastewater Project), certain wastewater infrastructure is funded partially by Humboldt Community Services District (HCSD). While cost-sharing percentages vary for different components of the system, in general, HCSD is responsible for 32% of the cost of capital projects executed at the WWTP, with the City being responsible for the other 68%. Staff has broken out HCSD funding in CIP 2020 to reflect this cost-sharing agreement.

It is also important to note that financing is not yet in place for many CIP projects and programs in the years ahead. Project estimates are shown regardless of funding uncertainties. More detailed financing information is provided in those cases where sources of funding are known and finance scheduling is predictable. Activities and capital projects that are not budgeted nor have funding sources are included in the CIP but related financing information is not included.

Conclusion - CIP 2020 is a planning and budgeting tool that lists and classifies all proposed public improvement projects maximizing the investment to the public. Both State Law (Section 65401, Article 8, Chapter 3, Title 7, of the Planning and Zoning Law of the State Government Code) and the Eureka Municipal Code [Section 152.01 (B) (6)] require the Planning Commission to annually review the Capital Improvement Program for conformance with the General Plan and forward its recommendations on projects for the ensuing five-year period to the Council and the City Manager.

Respectfully Submitted,

Dean Lotter, City Manager

Brian Gerving, Director of Public Works

Jesse Willor, City Engineer

Parks & Recreation

Clara May Berry Park – (Completed)

Renovated Clara May Berry Park. Removed all playground surfacing and playground structures.

Expanded playground area, graded, installed drainage, installed new; surfacing, playground equipment, bench, fencing around the entire park and replaced tables. - \$85,000 (Grants, Donations and Staff time)

Streets & Storm Drains

Parking Lot Maintenance 2018 (Completed)

Resurface Public Parking Lots - \$15,000 per year

Centerline Striping 2018 (Completed)

Restripe City Streets - \$15,000 per year

Sidewalk Improvements 2018 (Completed)

Repair and replace defective sidewalk at various locations Citywide - \$45,000

Waterfront Drive Connection Phase II – (Substantially Complete)

Construction of full width roadway with bike lanes, sidewalks, trail connection, railroad crossing, street lighting and public amenities on Waterfront Drive, 'G' to 'J' Streets - \$3,300,000

Eureka Broadway Multimodal Transportation Corridor Plan – (In progress)

Complete a study of the Greater Broadway Corridor to plan for future safety and reliability improvements to serve all modes of transportation - \$380,000 (grant, HCAOG and local funding).

Myrtle Avenue Emergency Storm Drain Repair - (In Construction)

Replace failed storm drain culvert under Myrtle Avenue with fish passage / flood resistant culvert and day-light Cooper Gulch upstream of Myrtle Avenue - \$1,300,000.

Water

Water Improvements 2019 – (Completed)

Replacement of water main system on Buhne Street between Fairfield and Williams - \$840,000

Reservoir Maintenance Roof Support Coating – (In Construction)

This project consists of sandblasting and recoating the East side of the reservoir roof support beams - \$1,453,000

Wastewater

Pump Station Motor Control Center Replacement Project – (In Construction)

Replace motor control systems at several wastewater pump stations - \$594,000

Odor Control Tower – (Completed)

Repair failing concrete supported beams and repair interior coating. - \$400,000

Secondary Clarifier Maintenance – (Substantially Complete)

Replace critical mechanical components like drives, chains, gear box, weirs and structure supports. - \$1,021,500

Elk River WWTP Headworks Assessment (Completed)

Conducted a condition assessment of the Elk River Treatment Plant concrete headworks facility. This is first time the headworks had been inspected and assessed since commissioning of the treatment plant in 1984 - \$70,000

Crosstown Interceptor Cathodic Protection Project – (In Construction)

This project replaced aging anode beds and fixed continuity issues with the cathodic protection system of the Cross Town Interceptor. Cathodic Protection is vital to maintain the condition of the City's primary sanitary sewer force main to the Elk River Wastewater Treatment Plant. \$490,000

Sewer Improvements 2019 – (Completed)

Maintenance replacement of damaged sewer main. - \$255,000

Del Norte Lift Station Upgrade – (In Construction)

Upgrade of a failing non-standard lift station pumps, motors and controls at Broadway and Del Norte (Coast Guard Park). \$800,000

Miscellaneous

4th Street Underground District 11 – (In Construction)

City of Eureka Underground District 11 starts at the north entrance of the City near the Eureka Slough Bridge and continues west to O Street and includes the majority of 4th & 5th Street. Overhead utility lines will be taken down and placed underground, removing the visual clutter. The project is slated for construction during the summer of 2019 and is fully funded by the Rule 20A program offered by PG&E. - \$4,000,000 (in Rule 20A funds)

Facilities

Facilities Master Plan - (in RFQ process)

A plan to analyze existing City buildings and to determine cost benefit of retrofits vs. new construction. - \$125,000.

**5 YEAR
CAPITAL IMPROVEMENT PROGRAM SUMMARY
&
FISCAL YEAR BUDGET SCHEDULES**

City of Eureka
Capital Improvement Program 2020
Five Year Summary
Financing Sources by Category

FY 2020-21 Project Category	5-Year Project Total	General Fund	Gas Tax/RMRA	Water	Wastewater	Harbor Fund	Parking	Internal Operations	HCS D	IT Fund	Fire/ EPD Fund	Outside Sources	2020-21 Total	Remaining Cost
Harbor & Waterfront	\$ 3,748,800	\$ -	\$ -	\$ -	\$ -	\$ 93,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 1,988,000	\$ 2,081,000	\$ 1,667,800
Information Technology	2,976,000	-	-	12,500	12,500	-	-	-	-	32,500	12,500	-	70,000	2,906,000
Land & Facilities	6,097,400	-	-	175,000	350,000	-	-	175,000	-	-	-	-	700,000	5,397,400
Parks & Recreation	17,138,000	28,000	-	-	-	-	-	-	-	-	-	1,764,000	1,792,000	15,346,000
Streets & Storm Drains	38,581,800	91,000	650,000	-	-	-	15,000	50,000	-	-	-	2,046,000	2,852,000	35,729,800
Water Supply Facilities	14,683,000	-	-	1,173,000	-	-	-	-	-	-	-	-	1,173,000	13,510,000
Wastewater & Sewer	21,768,000	-	-	-	4,353,000	-	-	-	302,000	-	-	-	4,655,000	17,563,000
Financing Totals	\$ 104,993,000	\$ 119,000	\$ 650,000	\$ 1,360,500	\$ 4,715,500	\$ 93,000	\$ 15,000	\$ 225,000	\$ 302,000	\$ 32,500	\$ 12,500	\$ 5,798,000	\$ 13,323,000	\$ 92,120,000

FY 2021-22 Project Category	4-Year Project Total	General Fund	Gas Tax/RMRA	Water	Wastewater	Harbor Fund	Parking	Internal Operations	HCS D	IT Fund	Fire/ EPD Fund	Outside Sources	2021-22 Total	Remaining Cost
Harbor & Waterfront	\$ 1,667,800	\$ -	\$ -	\$ -	\$ -	\$ 272,500	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 12,500	\$ 285,000	\$ 1,382,800
Information Technology	2,906,000	-	-	119,250	119,250	-	-	-	-	495,250	119,250	-	853,000	2,062,000
Land & Facilities	5,397,400	312,000	-	260,000	260,000	-	-	260,000	-	-	57,000	305,000	1,454,000	3,999,000
Parks & Recreation	15,346,000	10,000	-	-	-	-	-	-	-	-	-	9,040,000	9,050,000	9,370,000
Streets & Storm Drains	35,729,800	179,000	650,000	-	-	-	15,000	52,000	-	-	-	6,550,000	7,446,000	28,284,000
Water Supply Facilities	13,510,000	-	-	6,188,000	-	-	-	-	-	-	-	-	6,188,000	7,460,000
Wastewater & Sewer	17,563,000	-	-	-	5,381,000	-	-	-	1,481,000	-	-	-	6,862,000	10,805,000
Financing Totals	\$ 92,120,000	\$ 501,000	\$ 650,000	\$ 6,567,250	\$ 5,760,250	\$ 272,500	\$ 15,000	\$ 312,000	\$ 1,481,000	\$ 495,250	\$ 176,250	\$ 15,907,500	\$ 32,138,000	\$ 63,362,800

FY 2022-23 Project Category	3-Year Project Total	General Fund	Gas Tax/RMRA	Water	Wastewater	Harbor Fund	Parking	Internal Operations	HCS D	IT Fund	Fire/ EPD Fund	Outside Sources	2022-23 Total	Remaining Cost
Harbor & Waterfront	\$ 1,382,800	\$ -	\$ -	\$ -	\$ -	\$ 287,500	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 17,500	\$ 305,000	\$ 1,077,800
Information Technology	2,062,000	-	-	272,000	272,000	-	-	-	-	937,000	272,000	-	1,753,000	385,000
Land & Facilities	3,999,000	-	-	-	-	-	-	757,000	-	-	-	-	757,000	3,242,000
Parks & Recreation	9,370,000	11,000	-	-	-	-	-	-	-	-	-	1,244,000	1,255,000	8,277,000
Streets & Storm Drains	28,284,000	155,000	650,000	-	-	-	15,000	54,000	-	-	-	1,807,000	2,681,000	25,603,000
Water Supply Facilities	7,460,000	-	-	2,082,000	-	-	-	-	-	-	-	-	2,082,000	5,378,000
Wastewater & Sewer	10,805,000	-	-	-	3,338,000	-	-	-	1,126,000	-	-	-	4,464,000	7,281,000
Financing Totals	\$ 63,362,800	\$ 166,000	\$ 650,000	\$ 2,354,000	\$ 3,610,000	\$ 287,500	\$ 15,000	\$ 811,000	\$ 1,126,000	\$ 937,000	\$ 272,000	\$ 3,068,500	\$ 13,297,000	\$ 51,243,800

FY 2023-24 Project Category	2-Year Project Total	General Fund	Gas Tax/RMRA	Water	Wastewater	Harbor Fund	Parking	Internal Operations	HCS D	IT Fund	Fire/ EPD Fund	Outside Sources	2023-24 Total	Remaining Cost
Harbor & Waterfront	\$ 1,077,800	\$ -	\$ -	\$ -	\$ -	\$ 301,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 20,000	\$ 321,000	\$ 764,000
Information Technology	385,000	-	-	111,500	111,500	-	-	-	-	111,500	111,500	-	446,000	-
Land & Facilities	3,242,000	-	-	81,000	81,000	-	-	81,000	-	-	-	-	243,000	2,999,000
Parks & Recreation	8,277,000	11,000	-	-	-	-	-	-	-	-	-	1,294,000	1,305,000	7,141,000
Streets & Storm Drains	25,603,000	160,000	650,000	-	-	-	15,000	56,000	-	-	-	2,782,000	3,663,000	21,940,000
Water Supply Facilities	5,378,000	-	-	2,125,000	-	-	-	-	-	-	-	-	2,125,000	3,253,000
Wastewater & Sewer	7,281,000	-	-	-	2,826,000	-	-	-	133,000	-	-	-	2,959,000	4,659,000
Financing Totals	\$ 51,243,800	\$ 171,000	\$ 650,000	\$ 2,317,500	\$ 3,018,500	\$ 301,000	\$ 15,000	\$ 137,000	\$ 133,000	\$ 111,500	\$ 111,500	\$ 4,096,000	\$ 11,062,000	\$ 40,756,000

FY 2024-25 Project Category	1-Year Project Total	General Fund	Gas Tax/RMRA	Water	Wastewater	Harbor Fund	Parking	Internal Operations	HCS D	IT Fund	Fire/ EPD Fund	Outside Sources	2024-25 Total	Remaining Cost
Harbor & Waterfront	\$ 764,000	\$ -	\$ -	\$ -	\$ -	\$ 292,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 556,000	\$ 848,000	\$ -
Information Technology	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Land & Facilities	2,999,000	-	-	520,000	520,000	-	-	520,000	-	-	-	970,000	2,530,000	863,000
Parks & Recreation	7,141,000	12,000	-	-	-	-	-	-	-	-	-	1,345,000	1,357,000	5,959,000
Streets & Storm Drains	21,940,000	166,000	650,000	-	-	-	15,000	58,000	-	-	-	6,423,000	7,312,000	14,659,000
Water Supply Facilities	3,253,000	-	-	2,170,000	-	-	-	-	-	-	-	-	2,170,000	1,083,000
Wastewater & Sewer	4,659,000	-	-	-	5,117,000	-	-	-	1,526,000	-	-	-	6,643,000	-
Financing Totals	\$ 40,756,000	\$ 178,000	\$ 650,000	\$ 2,690,000	\$ 5,637,000	\$ 292,000	\$ 15,000	\$ 578,000	\$ 1,526,000	\$ -	\$ -	\$ 9,294,000	\$ 20,860,000	\$ 22,564,000

City of Eureka
Capital Improvement Program 2020
Five Year Summary
FY 2020-21 Projects by Category

5-Year Project Total	5-Year Project Total	General Fund	Gas Tax/RMRA	Water	Wastewater	Harbor Fund	Parking	Internal Operations	HCS D	IT Fund	Fire/ EPD Fund	Outside Sources	2020-21 Total	Remaining Cost
Samoa Boat Launch Improvements	\$ 1,700,000											\$ 1,700,000	\$ 1,700,000	\$ -
Dredging - Marina and Other City Prop.	1,040,000												-	\$ 1,040,000
Eureka Public Marina Safety Improvements	124,800					16,000						16,000	32,000	\$ 92,800
Marina Fire Supp. Improvements	24,000					12,000						12,000	24,000	\$ -
Commercial Street Fueling Facility	600,000					65,000							65,000	\$ 535,000
Fisherman's Terminal Fender Pile Maint.	260,000											260,000	260,000	\$ -
Financing Totals	\$ 3,748,800	\$ -	\$ -	\$ -	\$ -	\$ 93,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 1,988,000	\$ 2,081,000	\$ 1,667,800

Information Technology	5-Year Project Total	General Fund	Gas Tax/RMRA	Water	Wastewater	Harbor Fund	Parking	Internal Operations	HCS D	IT Fund	Fire/ EPD Fund	Outside Sources	2020-21 Total	Remaining Cost
Server Upgrade 2019	\$ 218,000												\$ -	\$ 218,000
Enterprise Resource Software Feasibility Study	500,000												-	\$ 500,000
City Hall Network Security	258,000									20,000			20,000	\$ 238,000
Fiber Optic Network Upgrade	2,000,000			12,500	12,500					12,500	12,500		50,000	\$ 1,950,000
Financing Totals	\$ 2,976,000	\$ -	\$ -	\$ 12,500	\$ 12,500	\$ -	\$ -	\$ -	\$ -	\$ 32,500	\$ 12,500	\$ -	\$ 70,000	\$ 2,906,000

Land & Facilities	5-Year Project Total	General Fund	Gas Tax/RMRA	Water	Wastewater	Harbor Fund	Parking	Internal Operations	HCS D	IT Fund	Fire/ EPD Fund	Outside Sources	2020-21 Total	Remaining Cost
Corporation Yard Improvements	\$ 1,000,000												\$ -	\$ 1,000,000
Municipal Auditorium Improvements	168,400												-	\$ 168,400
City Hall Improvements	1,620,000												-	\$ 1,620,000
Eureka Emergency Operations Center	2,379,000												-	\$ 2,379,000
EPD Parking Lot 6th Street Entrance	55,000												-	\$ 55,000
Coast Guard Building Improvements	175,000												-	\$ 175,000
Fueling Station	700,000			175,000	350,000			175,000					700,000	\$ -
Financing Totals	\$ 6,097,400	\$ -	\$ -	\$ 175,000	\$ 350,000	\$ -	\$ -	\$ 175,000	\$ -	\$ -	\$ -	\$ -	\$ 700,000	\$ 5,397,400

Parks & Recreation	5-Year Project Total	General Fund	Gas Tax/RMRA	Water	Wastewater	Harbor Fund	Parking	Internal Operations	HCS D	IT Fund	Fire/ EPD Fund	Outside Sources	2020-21 Total	Remaining Cost
City Parks Automated Irrigation	\$ 270,000	\$ 10,000											\$ 10,000	\$ 260,000
Park Improvements	2,076,000											150,000	150,000	\$ 1,926,000
Zoo Master Plan Improvements	10,000,000											1,000,000	1,000,000	\$ 9,000,000
Zoo Improvements Pavilion	65,000											65,000	65,000	\$ -
Zoo Improv. - Aviary Mesh Replace.	31,000											31,000	31,000	\$ -
Softball Field Improvements	3,000,000												-	\$ 3,000,000
Stream Restoration / Fish Passage	286,000	18,000										268,000	286,000	\$ -
Restroom Improvements	1,410,000											250,000	250,000	\$ 1,160,000
Financing Totals	\$ 17,138,000	\$ 28,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 1,764,000	\$ 1,792,000	\$ 15,346,000

City of Eureka
Capital Improvement Program 2020
Five Year Summary
FY 2020-21 Projects by Category

Streets & Storm Drains	5-Year Project Total	General Fund	Gas Tax/RMRA	Water	Wastewater	Harbor Fund	Parking	Internal Operations	HCS D	IT Fund	Fire/ EPD Fund	Outside Sources	2020-21 Total	Remaining Cost
Street Reconstruction, Overlays & Maint.	\$ 15,143,000		\$ 650,000										\$ 650,000	\$ 14,493,000
Safety Improvement Projects	3,400,000											1,200,000	1,200,000	\$ 2,200,000
Storm Drain Improvements	6,338,000												-	\$ 6,338,000
Bicycle Facilities	245,000											21,000	21,000	\$ 224,000
Sidewalk Repairs Improvements	375,000	75,000											75,000	\$ 300,000
Parking Improvements	224,000						15,000					50,000	65,000	\$ 159,000
Street Configuration Improvements	46,800											23,000	23,000	\$ 23,800
Stormwater Trash Capture	3,600,000											200,000	200,000	\$ 3,400,000
Tide Gate Repair	2,000,000							50,000					50,000	\$ 1,950,000
Bay to Zoo Trail	6,752,000											110,000	110,000	\$ 6,642,000
Halvorsen Trail Rehabilitation	400,000											400,000	400,000	\$ -
Electric Vehicle Charging Stations	58,000	16,000										42,000	58,000	\$ -
Financing Totals	\$ 38,581,800	\$ 91,000	\$ 650,000	\$ -	\$ -	\$ -	\$ 15,000	\$ 50,000	\$ -	\$ -	\$ -	\$ 2,046,000	\$ 2,852,000	\$ 35,729,800

Water Supply Facilities	5-Year Project Total	General Fund	Gas Tax/RMRA	Water	Wastewater	Harbor Fund	Parking	Internal Operations	HCS D	IT Fund	Fire/ EPD Fund	Outside Sources	2020-21 Total	Remaining Cost
Water Distribution System Maintenance	\$ 10,000,000			\$ 500,000									\$ 500,000	\$ 9,500,000
High Tank Pump Sta. Replacement	697,000			73,000									73,000	\$ 624,000
Automated Meter Read (AMR) Update	3,344,000												-	\$ 3,344,000
Tank Recoating	600,000			600,000									600,000	\$ -
Lumbar Hills Backup Generator	42,000												-	\$ 42,000
Financing Totals	\$ 14,683,000	\$ -	\$ -	\$ 1,173,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 1,173,000	\$ 13,510,000

Wastewater & Sewer	5-Year Project Total	General Fund	Gas Tax/RMRA	Water	Wastewater	Harbor Fund	Parking	Internal Operations	HCS D	IT Fund	Fire/ EPD Fund	Outside Sources	2020-21 Total	Remaining Cost
Infiltration & Inflow Reduction Program	\$ 5,000,000				\$ 150,000								\$ 150,000	\$ 4,850,000
Collection System Annual Maintenance	2,500,000				2,950,000								2,950,000	\$ -
Wastewater Lift Station Improvements	1,195,000				610,000								610,000	\$ 585,000
Cross Town Interceptor Maintenance	125,000				85,000				40,000				125,000	\$ -
WW Pump Station Upgrade Program	2,000,000				408,000				192,000				600,000	\$ 1,400,000
WWTP Biosolids Class "A"	3,403,000												-	\$ 3,403,000
Headworks Concrete Structure	1,508,000												-	\$ 1,508,000
Enclosed Bays & Estuaries	2,000,000												-	\$ 2,000,000
WWTP MCC	1,000,000												-	\$ 1,000,000
Outfall Repair	572,000				34,000				16,000				50,000	\$ 522,000
Biosolids Dewatering	1,370,000				116,000				54,000				170,000	\$ 1,200,000
Secondary Clarifier Maintenance Phase II	1,095,000												-	\$ 1,095,000
Financing Totals	\$ 21,768,000	\$ -	\$ -	\$ -	\$ 4,353,000	\$ -	\$ -	\$ -	\$ 302,000	\$ -	\$ -	\$ -	\$ 4,655,000	\$ 17,563,000

Grand Total	\$ 104,993,000	\$ 119,000	\$ 650,000	\$ 1,360,500	\$ 4,715,500	\$ 93,000	\$ 15,000	\$ 225,000	\$ 302,000	\$ 32,500	\$ 12,500	\$ 5,798,000	\$ 13,323,000	\$ 92,120,000
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City of Eureka
Capital Improvement Program 2020
Five Year Summary
FY 2021-22 Projects by Category

5-Year Project Total	4-Year Project Total	General Fund	Gas Tax/RMRA	Water	Wastewater	Harbor Fund	Parking	Internal Operations	HCS D	IT Fund	Fire/ EPD Funds	Outside Sources	2021-22 Total	Remaining Cost
Samoa Boat Launch Improvements	\$ -												\$ -	\$ -
Dredging - Marina and Other City Prop.	\$ 1,040,000					260,000							260,000	\$ 780,000
Eureka Public Marina Safety Improvements	\$ 92,800					12,500						12,500	25,000	\$ 67,800
Marina Fire Supp. Improvements	\$ -												-	\$ -
Commercial Street Fueling Facility	\$ 535,000												-	\$ 535,000
Fisherman's Terminal Fender Pile Maint.	\$ -												-	\$ -
Financing Totals	\$ 1,667,800	\$ -	\$ -	\$ -	\$ -	\$ 272,500	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 12,500	\$ 285,000	\$ 1,382,800

Information Technology	4-Year Project Total	General Fund	Gas Tax/RMRA	Water	Wastewater	Harbor Fund	Parking	Internal Operations	HCS D	IT Fund	Fire/ EPD Funds	Outside Sources	2021-22 Total	Remaining Cost
Server Upgrade 2019	\$ 218,000									\$ 227,000			\$ 227,000	\$ -
Enterprise Resource Software Feasibility Study	\$ 500,000												-	\$ 500,000
City Hall Network Security	\$ 238,000									149,000			149,000	\$ 89,000
Fiber Optic Network Upgrade	\$ 1,950,000			119,250	119,250					119,250	119,250		477,000	\$ 1,473,000
Financing Totals	\$ 2,906,000	\$ -	\$ -	\$ 119,250	\$ 119,250	\$ -	\$ -	\$ -	\$ -	\$ 495,250	\$ 119,250	\$ -	\$ 853,000	\$ 2,062,000

Land & Facilities	4-Year Project Total	General Fund	Gas Tax/RMRA	Water	Wastewater	Harbor Fund	Parking	Internal Operations	HCS D	IT Fund	Fire/ EPD Funds	Outside Sources	2021-22 Total	Remaining Cost
Corporation Yard Improvements	\$ 1,000,000	\$ 260,000		\$ 260,000	\$ 260,000			\$ 260,000					\$ 1,040,000	\$ -
Municipal Auditorium Improvements	\$ 168,400											175,000	175,000	\$ -
City Hall Improvements	\$ 1,620,000												-	\$ 1,620,000
Eureka Emergency Operations Center	\$ 2,379,000												-	\$ 2,379,000
EPD Parking Lot 6th Street Entrance	\$ 55,000										57,000		57,000	\$ -
Coast Guard Building Improvements	\$ 175,000	52,000										130,000	182,000	\$ -
Fueling Station	\$ -												-	\$ -
Financing Totals	\$ 5,397,400	\$ 312,000	\$ -	\$ 260,000	\$ 260,000	\$ -	\$ -	\$ 260,000	\$ -	\$ -	\$ 57,000	\$ 305,000	\$ 1,454,000	\$ 3,999,000

Parks & Recreation	4-Year Project Total	General Fund	Gas Tax/RMRA	Water	Wastewater	Harbor Fund	Parking	Internal Operations	HCS D	IT Fund	Fire/ EPD Funds	Outside Sources	2021-22 Total	Remaining Cost
City Parks Automated Irrigation	\$ 260,000	\$ 10,000											\$ 10,000	\$ 250,000
Park Improvements	\$ 1,926,000											5,000,000	5,000,000	\$ -
Zoo Master Plan Improvements	\$ 9,000,000											1,040,000	1,040,000	\$ 7,960,000
Zoo Improvements Pavilion	\$ -												-	\$ -
Zoo Improv. - Aviary Mesh Replace.	\$ -												-	\$ -
Softball Field Improvements	\$ 3,000,000											3,000,000	3,000,000	\$ -
Stream Restoration / Fish Passage	\$ -												-	\$ -
Restroom Improvements	\$ 1,160,000												-	\$ 1,160,000
Financing Totals	\$ 15,346,000	\$ 10,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 9,040,000	\$ 9,050,000	\$ 9,370,000

City of Eureka
Capital Improvement Program 2020
Five Year Summary
FY 2021-22 Projects by Category

Streets & Storm Drains	4-Year Project Total	General Fund	Gas Tax/RMRA	Water	Wastewater	Harbor Fund	Parking	Internal Operations	HCS D	IT Fund	Fire/ EPD Funds	Outside Sources	2021-22 Total	Remaining Cost
Street Reconstruction, Overlays & Maint.	\$ 14,493,000		\$ 650,000									\$ 1,200,000	\$ 1,850,000	\$ 12,643,000
Safety Improvement Projects	\$ 2,200,000	50,000										500,000	550,000	\$ 1,650,000
Storm Drain Improvements	\$ 6,338,000											4,102,000	4,102,000	\$ 2,236,000
Bicycle Facilities	\$ 224,000											224,000	224,000	\$ -
Sidewalk Repairs Improvements	\$ 300,000	78,000											78,000	\$ 222,000
Parking Improvements	\$ 159,000	21,000					15,000						36,000	\$ 123,000
Street Configuration Improvements	\$ 23,800											24,000	24,000	\$ -
Stormwater Trash Capture	\$ 3,400,000											500,000	500,000	\$ 2,900,000
Tide Gate Repair	\$ 1,950,000							52,000					52,000	\$ 1,898,000
Bay to Zoo Trail	\$ 6,642,000	30,000											30,000	\$ 6,612,000
Halvorsen Trail Rehabilitation	\$ -												-	\$ -
Electric Vehicle Charging Stations	\$ -												-	\$ -
Financing Totals	\$ 35,729,800	\$ 179,000	\$ 650,000	\$ -	\$ -	\$ -	\$ 15,000	\$ 52,000	\$ -	\$ -	\$ -	\$ 6,550,000	\$ 7,446,000	\$ 28,284,000

Water Supply Facilities	4-Year Project Total	General Fund	Gas Tax/RMRA	Water	Wastewater	Harbor Fund	Parking	Internal Operations	HCS D	IT Fund	Fire/ EPD Funds	Outside Sources	2021-22 Total	Remaining Cost
Water Distribution System Maintenance	\$ 9,500,000			\$ 2,040,000									\$ 2,040,000	\$ 7,460,000
High Tank Pump Sta. Replacement	\$ 624,000			624,000									624,000	\$ -
Automated Meter Read (AMR) Update	\$ 3,344,000			3,480,000									3,480,000	\$ -
Tank Recoating	\$ -												-	\$ -
Lumbar Hills Backup Generator	\$ 42,000			44,000									44,000	\$ -
Financing Totals	\$ 13,510,000	\$ -	\$ -	\$ 6,188,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 6,188,000	\$ 7,460,000

Wastewater & Sewer	4-Year Project Total	General Fund	Gas Tax/RMRA	Water	Wastewater	Harbor Fund	Parking	Internal Operations	HCS D	IT Fund	Fire/ EPD Funds	Outside Sources	2021-22 Total	Remaining Cost
Infiltration & Inflow Reduction Program	\$ 4,850,000				\$ 1,664,000								\$ 1,664,000	\$ 3,186,000
Collection System Annual Maintenance	\$ -				104,000								104,000	\$ -
Wastewater Lift Station Improvements	\$ 585,000				468,000								468,000	\$ 117,000
Cross Town Interceptor Maintenance	\$ -												-	\$ -
WW Pump Station Upgrade Program	\$ 1,400,000				952,000				448,000				1,400,000	\$ -
WWTP Biosolids Class "A"	\$ 3,403,000												-	\$ 3,403,000
Headworks Concrete Structure	\$ 1,508,000				117,000				55,000				172,000	\$ 1,336,000
Enclosed Bays & Estuaries	\$ 2,000,000				816,000				384,000				1,200,000	\$ 800,000
WWTP MCC	\$ 1,000,000				35,000				17,000				52,000	\$ 948,000
Outfall Repair	\$ 522,000				355,000				167,000				522,000	\$ -
Biosolids Dewatering	\$ 1,200,000				816,000				384,000				1,200,000	\$ -
Secondary Clarifier Maintenance Phase II	\$ 1,095,000				54,000				26,000				80,000	\$ 1,015,000
Financing Totals	\$ 17,563,000	\$ -	\$ -	\$ -	\$ 5,381,000	\$ -	\$ -	\$ -	\$ 1,481,000	\$ -	\$ -	\$ -	\$ 6,862,000	\$ 10,805,000

Grand Total	\$ 92,120,000	\$ 501,000	\$ 650,000	\$ 6,567,250	\$ 5,760,250	\$ 272,500	\$ 15,000	\$ 312,000	\$ 1,481,000	\$ 495,250	\$ 176,250	\$ 15,907,500	\$ 32,138,000	\$ 63,362,800
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City of Eureka
Capital Improvement Program 2020
Five Year Summary
FY 2022-23 Projects by Category

5-Year Project Total	3-Year Project Total	General Fund	Gas Tax/RMRA	Water	Wastewater	Harbor Fund	Parking	Internal Operations	HCS D	IT Fund	Fire/EPD Fund	Outside Sources	2022-23 Total	Remaining Cost
Samoa Boat Launch Improvements	\$ -												\$ -	\$ -
Dredging - Marina and Other City Prop.	\$ 780,000					270,000							270,000	\$ 510,000
Eureka Public Marina Safety Improvements	\$ 67,800					17,500						17,500	35,000	\$ 32,800
Marina Fire Supp. Improvements	\$ -												-	\$ -
Commercial Street Fueling Facility	\$ 535,000												-	\$ 535,000
Fisherman's Terminal Fender Pile Maint.	\$ -												-	\$ -
Financing Totals	\$ 1,382,800	\$ -	\$ -	\$ -	\$ -	\$ 287,500	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 17,500	\$ 305,000	\$ 1,077,800

Information Technology	3-Year Project Total	General Fund	Gas Tax/RMRA	Water	Wastewater	Harbor Fund	Parking	Internal Operations	HCS D	IT Fund	Fire/EPD Fund	Outside Sources	2022-23 Total	Remaining Cost
Server Upgrade 2019	\$ -												\$ -	\$ -
Enterprise Resource Software Feasibility Study	\$ 500,000									541,000			541,000	\$ -
City Hall Network Security	\$ 89,000									124,000			124,000	\$ -
Fiber Optic Network Upgrade	\$ 1,473,000			272,000	272,000					272,000	272,000		1,088,000	\$ 385,000
Financing Totals	\$ 2,062,000	\$ -	\$ -	\$ 272,000	\$ 272,000	\$ -	\$ -	\$ -	\$ -	\$ 937,000	\$ 272,000	\$ -	\$ 1,753,000	\$ 385,000

Land & Facilities	3-Year Project Total	General Fund	Gas Tax/RMRA	Water	Wastewater	Harbor Fund	Parking	Internal Operations	HCS D	IT Fund	Fire/EPD Fund	Outside Sources	2022-23 Total	Remaining Cost
Corporation Yard Improvements	\$ -												\$ -	\$ -
Municipal Auditorium Improvements	\$ -												-	\$ -
City Hall Improvements	\$ 1,620,000							757,000					757,000	\$ 863,000
Eureka Emergency Operations Center	\$ 2,379,000												-	\$ 2,379,000
EPD Parking Lot 6th Street Entrance	\$ -												-	\$ -
Coast Guard Building Improvements	\$ -												-	\$ -
Fueling Station	\$ -												-	\$ -
Financing Totals	\$ 3,999,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 757,000	\$ -	\$ -	\$ -	\$ -	\$ 757,000	\$ 3,242,000

Parks & Recreation	3-Year Project Total	General Fund	Gas Tax/RMRA	Water	Wastewater	Harbor Fund	Parking	Internal Operations	HCS D	IT Fund	Fire/EPD Fund	Outside Sources	2022-23 Total	Remaining Cost
City Parks Automated Irrigation	\$ 250,000	\$ 11,000											\$ 11,000	\$ 239,000
Park Improvements	\$ -											162,000	162,000	\$ -
Zoo Master Plan Improvements	\$ 7,960,000											1,082,000	1,082,000	\$ 6,878,000
Zoo Improvements Pavilion	\$ -												-	\$ -
Zoo Improv. - Aviary Mesh Replace.	\$ -												-	\$ -
Softball Field Improvements	\$ -												-	\$ -
Stream Restoration / Fish Passage	\$ -												-	\$ -
Restroom Improvements	\$ 1,160,000												-	\$ 1,160,000
Financing Totals	\$ 9,370,000	\$ 11,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 1,244,000	\$ 1,255,000	\$ 8,277,000

City of Eureka
Capital Improvement Program 2020
Five Year Summary
FY 2022-23 Projects by Category

Streets & Storm Drains	3-Year Project Total	General Fund	Gas Tax/RMRA	Water	Wastewater	Harbor Fund	Parking	Internal Operations	HCS D	IT Fund	Fire/EPD Fund	Outside Sources	2022-23 Total	Remaining Cost
Street Reconstruction, Overlays & Maint.	\$ 12,643,000		\$ 650,000										\$ 650,000	\$ 11,993,000
Safety Improvement Projects	\$ 1,650,000	50,000										500,000	550,000	\$ 1,100,000
Storm Drain Improvements	\$ 2,236,000												-	\$ 2,236,000
Bicycle Facilities	\$ -												-	\$ -
Sidewalk Repairs Improvements	\$ 222,000	81,000											81,000	\$ 141,000
Parking Improvements	\$ 123,000	24,000					15,000						39,000	\$ 84,000
Street Configuration Improvements	\$ -												-	\$ -
Stormwater Trash Capture	\$ 2,900,000											1,000,000	1,000,000	\$ 1,900,000
Tide Gate Repair	\$ 1,898,000							54,000					54,000	\$ 1,844,000
Bay to Zoo Trail	\$ 6,612,000											307,000	307,000	\$ 6,305,000
Halvorsen Trail Rehabilitation	\$ -												-	\$ -
Electric Vehicle Charging Stations	\$ -												-	\$ -
Financing Totals	\$ 28,284,000	\$ 155,000	\$ 650,000	\$ -	\$ -	\$ -	\$ 15,000	\$ 54,000	\$ -	\$ -	\$ -	\$ 1,807,000	\$ 2,681,000	\$ 25,603,000

Water Supply Facilities	3-Year Project Total	General Fund	Gas Tax/RMRA	Water	Wastewater	Harbor Fund	Parking	Internal Operations	HCS D	IT Fund	Fire/EPD Fund	Outside Sources	2022-23 Total	Remaining Costs
Water Distribution System Maintenance	\$ 7,460,000			\$ 2,082,000									\$ 2,082,000	\$ 5,378,000
High Tank Pump Sta. Replacement	\$ -												-	\$ -
Automated Meter Read (AMR) Update	\$ -												-	\$ -
Tank Recoating	\$ -												-	\$ -
Lumbar Hills Backup Generator	\$ -												-	\$ -
Financing Totals	\$ 7,460,000	\$ -	\$ -	\$ 2,082,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 2,082,000	\$ 5,378,000

Wastewater & Sewer	3-Year Project Total	General Fund	Gas Tax/RMRA	Water	Wastewater	Harbor Fund	Parking	Internal Operations	HCS D	IT Fund	Fire/EPD Fund	Outside Sources	2022-23 Total	Remaining Cost
Infiltration & Inflow Reduction Program	\$ 3,186,000				\$ 108,000								\$ 108,000	\$ 3,078,000
Collection System Annual Maintenance	\$ -				541,000								541,000	\$ -
Wastewater Lift Station Improvements	\$ 117,000				294,000								294,000	\$ -
Cross Town Interceptor Maintenance	\$ -												-	\$ -
WW Pump Station Upgrade Program	\$ -												-	\$ -
WWTP Biosolids Class "A"	\$ 3,403,000												-	\$ 3,403,000
Headworks Concrete Structure	\$ 1,336,000				944,000				444,000				1,388,000	\$ -
Enclosed Bays & Estuaries	\$ 800,000												-	\$ 800,000
WWTP MCC	\$ 948,000				736,000				346,000				1,082,000	\$ -
Outfall Repair	\$ -												-	\$ -
Biosolids Dewatering	\$ -												-	\$ -
Secondary Clarifier Maintenance Phase II	\$ 1,015,000				715,000				336,000				1,051,000	\$ -
Financing Totals	\$ 10,805,000	\$ -	\$ -	\$ -	\$ 3,338,000	\$ -	\$ -	\$ -	\$ 1,126,000	\$ -	\$ -	\$ -	\$ 4,464,000	\$ 7,281,000

Grand Total	\$ 63,362,800	\$ 166,000	\$ 650,000	\$ 2,354,000	\$ 3,610,000	\$ 287,500	\$ 15,000	\$ 811,000	\$ 1,126,000	\$ 937,000	\$ 272,000	\$ 3,068,500	\$ 13,297,000	\$ 51,243,800
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City of Eureka
Capital Improvement Program 2020
Five Year Summary
FY 2023-24 Projects by Category

5-Year Project Total	2-Year Project Total	General Fund	Gas Tax/RMRA	Water	Wastewater	Harbor Fund	Parking	Internal Operations	HCS D	IT Fund	Fire/ EPD Fund	Outside Sources	2023-24 Total	Remaining Cost
Samoa Boat Launch Improvements	\$ -												\$ -	\$ -
Dredging - Marina and Other City Prop.	\$ 510,000					281,000							281,000	\$ 229,000
Eureka Public Marina Safety Improvements	\$ 32,800					20,000						20,000	40,000	\$ -
Marina Fire Supp. Improvements	\$ -												-	\$ -
Commercial Street Fueling Facility	\$ 535,000												-	\$ 535,000
Fisherman's Terminal Fender Pile Maint.	\$ -												-	\$ -
Financing Totals	\$ 1,077,800	\$ -	\$ -	\$ -	\$ -	\$ 301,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 20,000	\$ 321,000	\$ 764,000

Information Technology	2-Year Project Total	General Fund	Gas Tax/RMRA	Water	Wastewater	Harbor Fund	Parking	Internal Operations	HCS D	IT Fund	Fire/ EPD Fund	Outside Sources	2023-24 Total	Remaining Cost
Server Upgrade 2019	\$ -												\$ -	\$ -
Enterprise Resource Software Feasibility Study	\$ -												-	\$ -
City Hall Network Security	\$ -												-	\$ -
Fiber Optic Network Upgrade	\$ 385,000			111,500	111,500					111,500	111,500		446,000	\$ -
Financing Totals	\$ 385,000	\$ -	\$ -	\$ 111,500	\$ 111,500	\$ -	\$ -	\$ -	\$ -	\$ 111,500	\$ 111,500	\$ -	\$ 446,000	\$ -

Land & Facilities	2-Year Project Total	General Fund	Gas Tax/RMRA	Water	Wastewater	Harbor Fund	Parking	Internal Operations	HCS D	IT Fund	Fire/ EPD Fund	Outside Sources	2023-24 Total	Remaining Cost
Corporation Yard Improvements	\$ -												\$ -	\$ -
Municipal Auditorium Improvements	\$ -												-	\$ -
City Hall Improvements	\$ 863,000												-	\$ 863,000
Eureka Emergency Operations Center	\$ 2,379,000			81,000	81,000			81,000					243,000	\$ 2,136,000
EPD Parking Lot 6th Street Entrance	\$ -												-	\$ -
Coast Guard Building Improvements	\$ -												-	\$ -
Fueling Station	\$ -												-	\$ -
Financing Totals	\$ 3,242,000	\$ -	\$ -	\$ 81,000	\$ 81,000	\$ -	\$ -	\$ 81,000	\$ -	\$ -	\$ -	\$ -	\$ 243,000	\$ 2,999,000

Parks & Recreation	2-Year Project Total	General Fund	Gas Tax/RMRA	Water	Wastewater	Harbor Fund	Parking	Internal Operations	HCS D	IT Fund	Fire/ EPD Fund	Outside Sources	2023-24 Total	Remaining Cost
City Parks Automated Irrigation	\$ 239,000	\$ 11,000											\$ 11,000	\$ 228,000
Park Improvements	\$ -											169,000	169,000	\$ -
Zoo Master Plan Improvements	\$ 6,878,000											1,125,000	1,125,000	\$ 5,753,000
Zoo Improvements Pavilion	\$ -												-	\$ -
Zoo Improv. - Aviary Mesh Replace.	\$ -												-	\$ -
Softball Field Improvements	\$ -												-	\$ -
Stream Restoration / Fish Passage	\$ -												-	\$ -
Restroom Improvements	\$ 1,160,000												-	\$ 1,160,000
Financing Totals	\$ 8,277,000	\$ 11,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 1,294,000	\$ 1,305,000	\$ 7,141,000

City of Eureka
Capital Improvement Program 2020
Five Year Summary
FY 2023-24 Projects by Category

Streets & Storm Drains	2-Year Project Total	General Fund	Gas Tax/RMRA	Water	Wastewater	Harbor Fund	Parking	Internal Operations	HCS D	IT Fund	Fire/ EPD Fund	Outside Sources	2023-24 Total	Remaining Cost
Street Reconstruction, Overlays & Maint.	\$ 11,993,000		\$ 650,000										\$ 650,000	\$ 11,343,000
Safety Improvement Projects	\$ 1,100,000	50,000										500,000	550,000	\$ 550,000
Storm Drain Improvements	\$ 2,236,000												-	\$ 2,236,000
Bicycle Facilities	\$ -												-	\$ -
Sidewalk Repairs Improvements	\$ 141,000	84,000											84,000	\$ 57,000
Parking Improvements	\$ 84,000	26,000					15,000						41,000	\$ 43,000
Street Configuration Improvements	\$ -												-	\$ -
Stormwater Trash Capture	\$ 1,900,000											1,900,000	1,900,000	\$ -
Tide Gate Repair	\$ 1,844,000							56,000					56,000	\$ 1,788,000
Bay to Zoo Trail	\$ 6,305,000											382,000	382,000	\$ 5,923,000
Halvorsen Trail Rehabilitation	\$ -												-	\$ -
Electric Vehicle Charging Stations	\$ -												-	\$ -
Financing Totals	\$ 25,603,000	\$ 160,000	\$ 650,000	\$ -	\$ -	\$ -	\$ 15,000	\$ 56,000	\$ -	\$ -	\$ -	\$ 2,782,000	\$ 3,663,000	\$ 21,940,000

Water Supply Facilities	2-Year Project Total	General Fund	Gas Tax/RMRA	Water	Wastewater	Harbor Fund	Parking	Internal Operations	HCS D	IT Fund	Fire/ EPD Fund	Outside Sources	2023-24 Total	Remaining Costs
Water Distribution System Maintenance	\$ 5,378,000			\$ 2,125,000									\$ 2,125,000	\$ 3,253,000
High Tank Pump Sta. Replacement	\$ -												-	\$ -
Automated Meter Read (AMR) Update	\$ -												-	\$ -
Tank Recoating	\$ -												-	\$ -
Lumbar Hills Backup Generator	\$ -												-	\$ -
Financing Totals	\$ 5,378,000	\$ -	\$ -	\$ 2,125,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 2,125,000	\$ 3,253,000

Wastewater & Sewer	2-Year Project Total	General Fund	Gas Tax/RMRA	Water	Wastewater	Harbor Fund	Parking	Internal Operations	HCS D	IT Fund	Fire/ EPD Fund	Outside Sources	2023-24 Total	Remaining Cost
Infiltration & Inflow Reduction Program	\$ 3,078,000				\$ 2,207,000								\$ 2,207,000	\$ 871,000
Collection System Annual Maintenance	\$ -				112,000								112,000	\$ -
Wastewater Lift Station Improvements	\$ -				225,000								225,000	\$ -
Cross Town Interceptor Maintenance	\$ -												-	\$ -
WW Pump Station Upgrade Program	\$ -												-	\$ -
WWTP Biosolids Class "A"	\$ 3,403,000				282,000				133,000				415,000	\$ 2,988,000
Headworks Concrete Structure	\$ -												-	\$ -
Enclosed Bays & Estuaries	\$ 800,000												-	\$ 800,000
WWTP MCC	\$ -												-	\$ -
Outfall Repair	\$ -												-	\$ -
Biosolids Dewatering	\$ -												-	\$ -
Secondary Clarifier Maintenance Phase II	\$ -												-	\$ -
Financing Totals	\$ 7,281,000	\$ -	\$ -	\$ -	\$ 2,826,000	\$ -	\$ -	\$ -	\$ 133,000	\$ -	\$ -	\$ -	\$ 2,959,000	\$ 4,659,000

Grand Total	\$ 51,243,800	\$ 171,000	\$ 650,000	\$ 2,317,500	\$ 3,018,500	\$ 301,000	\$ 15,000	\$ 137,000	\$ 133,000	\$ 111,500	\$ 111,500	\$ 4,096,000	\$ 11,062,000	\$ 40,756,000
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City of Eureka
Capital Improvement Program 2020
Five Year Summary
FY 2024-25 Projects by Category

5-Year Project Total	1-Year Project Total	General Fund	Gas Tax/RMRA	Water	Wastewater	Harbor Fund	Parking	Internal Operations	HCS D	IT Fund	Fire/ EPD Fund	Outside Sources	2024-25 Total	Remaining Cost
Samoa Boat Launch Improvements	\$ -												\$ -	\$ -
Dredging - Marina and Other City Prop.	\$ 229,000					292,000							292,000	\$ -
Eureka Public Marina Safety Improvements	\$ -												-	\$ -
Marina Fire Supp. Improvements	\$ -												-	\$ -
Commercial Street Fueling Facility	\$ 535,000											556,000	556,000	\$ -
Fisherman's Terminal Fender Pile Maint.	\$ -												-	\$ -
Financing Totals	\$ 764,000	\$ -	\$ -	\$ -	\$ -	\$ 292,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 556,000	\$ 848,000	\$ -

Information Technology	1-Year Project Total	General Fund	Gas Tax/RMRA	Water	Wastewater	Harbor Fund	Parking	Internal Operations	HCS D	IT Fund	Fire/ EPD Fund	Outside Sources	2024-25 Total	Remaining Cost
Server Upgrade 2019	\$ -												\$ -	\$ -
Enterprise Resource Software Feasibility Study	\$ -												-	\$ -
City Hall Network Security	\$ -												-	\$ -
Fiber Optic Network Upgrade	\$ -												-	\$ -
Financing Totals	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -

Land & Facilities	1-Year Project Total	General Fund	Gas Tax/RMRA	Water	Wastewater	Harbor Fund	Parking	Internal Operations	HCS D	IT Fund	Fire/ EPD Fund	Outside Sources	2024-25 Total	Remaining Cost
Corporation Yard Improvements	\$ -												\$ -	\$ -
Municipal Auditorium Improvements	\$ -												-	\$ -
City Hall Improvements	\$ 863,000												-	\$ 863,000
Eureka Emergency Operations Center	\$ 2,136,000			520,000	520,000			520,000				970,000	2,530,000	\$ -
EPD Parking Lot 6th Street Entrance	\$ -												-	\$ -
Coast Guard Building Improvements	\$ -												-	\$ -
Fueling Station	\$ -												-	\$ -
Financing Totals	\$ 2,999,000	\$ -	\$ -	\$ 520,000	\$ 520,000	\$ -	\$ -	\$ 520,000	\$ -	\$ -	\$ -	\$ 970,000	\$ 2,530,000	\$ 863,000

Parks & Recreation	1-Year Project Total	General Fund	Gas Tax/RMRA	Water	Wastewater	Harbor Fund	Parking	Internal Operations	HCS D	IT Fund	Fire/ EPD Fund	Outside Sources	2024-25 Total	Remaining Cost
City Parks Automated Irrigation	\$ 228,000	\$ 12,000											\$ 12,000	\$ 216,000
Park Improvements	\$ -											175,000	175,000	\$ -
Zoo Master Plan Improvements	\$ 5,753,000											1,170,000	1,170,000	\$ 4,583,000
Zoo Improvements Pavilion	\$ -												-	\$ -
Zoo Improv. - Aviary Mesh Replace.	\$ -												-	\$ -
Softball Field Improvements	\$ -												-	\$ -
Stream Restoration / Fish Passage	\$ -												-	\$ -
Restroom Improvements	\$ 1,160,000												-	\$ 1,160,000
Financing Totals	\$ 7,141,000	\$ 12,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 1,345,000	\$ 1,357,000	\$ 5,959,000

City of Eureka
Capital Improvement Program 2020
Five Year Summary
FY 2024-25 Projects by Category

Streets & Storm Drains	1-Year Project Total	General Fund	Gas Tax/RMRA	Water	Wastewater	Harbor Fund	Parking	Internal Operations	HCSD	IT Fund	Fire/ EPD Fund	Outside Sources	2024-25 Total	Remaining Cost
Street Reconstruction, Overlays & Maint.	\$ 11,343,000		\$ 650,000										\$ 650,000	\$ 10,693,000
Safety Improvement Projects	\$ 550,000	50,000										500,000	550,000	\$ -
Storm Drain Improvements	\$ 2,236,000												-	\$ 2,236,000
Bicycle Facilities	\$ -												-	\$ -
Sidewalk Repairs Improvements	\$ 57,000	88,000											88,000	\$ -
Parking Improvements	\$ 43,000	28,000					15,000						43,000	\$ -
Street Configuration Improvements	\$ -												-	\$ -
Stormwater Trash Capture	\$ -												-	\$ -
Tide Gate Repair	\$ 1,788,000							58,000					58,000	\$ 1,730,000
Bay to Zoo Trail	\$ 5,923,000											5,923,000	5,923,000	\$ -
Halvorsen Trail Rehabilitation	\$ -												-	\$ -
Electric Vehicle Charging Stations	\$ -												-	\$ -
Financing Totals	\$ 21,940,000	\$ 166,000	\$ 650,000	\$ -	\$ -	\$ -	\$ 15,000	\$ 58,000	\$ -	\$ -	\$ -	\$ 6,423,000	\$ 7,312,000	\$ 14,659,000

Water Supply Facilities	1-Year Project Total	General Fund	Gas Tax/RMRA	Water	Wastewater	Harbor Fund	Parking	Internal Operations	HCSD	IT Fund	Fire/ EPD Fund	Outside Sources	2024-25 Total	Remaining Costs
Water Distribution System Maintenance	\$ 3,253,000			\$ 2,170,000									\$ 2,170,000	\$ 1,083,000
High Tank Pump Sta. Replacement	\$ -												-	\$ -
Automated Meter Read (AMR) Update	\$ -												-	\$ -
Tank Recoating	\$ -												-	\$ -
Lumbar Hills Backup Generator	\$ -												-	\$ -
Financing Totals	\$ 3,253,000	\$ -	\$ -	\$ 2,170,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 2,170,000	\$ 1,083,000

Wastewater & Sewer	1-Year Project Total	General Fund	Gas Tax/RMRA	Water	Wastewater	Harbor Fund	Parking	Internal Operations	HCSD	IT Fund	Fire/ EPD Fund	Outside Sources	2024-25 Total	Remaining Cost
Infiltration & Inflow Reduction Program	\$ 871,000				\$ 1,288,000								\$ 1,288,000	\$ -
Collection System Annual Maintenance	\$ -				585,000								585,000	\$ -
Wastewater Lift Station Improvements	\$ -												-	\$ -
Cross Town Interceptor Maintenance	\$ -												-	\$ -
WW Pump Station Upgrade Program	\$ -												-	\$ -
WWTP Biosolids Class "A"	\$ 2,988,000				2,448,000				1,152,000				3,600,000	\$ -
Headworks Concrete Structure	\$ -												-	\$ -
Enclosed Bays & Estuaries	\$ 800,000				796,000				374,000				1,170,000	\$ -
WWTP MCC	\$ -												-	\$ -
Outfall Repair	\$ -												-	\$ -
Biosolids Dewatering	\$ -												-	\$ -
Secondary Clarifier Maintenance Phase II	\$ -												-	\$ -
Financing Totals	\$ 4,659,000	\$ -	\$ -	\$ -	\$ 5,117,000	\$ -	\$ -	\$ -	\$ 1,526,000	\$ -	\$ -	\$ -	\$ 6,643,000	\$ -

Grand Total	40,756,000	178,000	650,000	2,690,000	5,637,000	292,000	15,000	578,000	1,526,000	-	-	9,294,000	20,860,000	22,564,000
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Section I:

Budget Reference

Budget Reference Materials - Overview

The following materials are included in this section to facilitate the reader's understanding of the Financial Plan document and preparation process:

- Appropriations Limits
- Fund Structure Chart
- Glossary of Terms - The Annual Budget contains a number of terms that may be used in a manner unique to public finance or the City's budgetary process. The purpose of the Budget Glossary is to provide common terminology in discussing the City's financial operations.

Appropriations Limit FY 2020-21

Article XIII B of the California Constitution, adopted by Proposition 4 in 1980, and amended in 1990 by Proposition 111, imposes restrictions on the amount of revenues that can be received and appropriated in a fiscal year. Only revenues defined to as “proceeds of taxes” are restricted by the limit. Generally, revenues restricted as to use, enterprise fund revenues, redevelopment agency revenues, and charges for services not exceeding the cost of providing the service are not considered proceeds of taxes. Also, certain expenditures are considered exempt from the limit. During any fiscal year, a city may not appropriate any proceeds of taxes they receive in excess of their Limit.

The appropriations limit is based on actual appropriations during the base year of 1978-79, and is adjusted each year using the growth in population and inflation. The limit, cost of living factor, and population change factor must be adopted each year by resolution of the City Council.

FISCAL YEAR 2020-21 CITY OF EUREKA APPROPRIATIONS LIMIT CALCULATIONS

A. LAST YEAR'S LIMIT		\$ 150,060,899
B. ADJUSTMENT FACTORS		
1. Population % (City population growth)		0.453%
2. Inflation % (Change California Per Capita Personal Income)*		3.85%
Population Converted to a Ratio:	$\frac{.453 + 100}{100} =$	1.0045
Per Capita Cost of Living Converted to a Ratio:	$\frac{3.85 + 100}{100} =$	1.0385
Calculation of Factor for Fiscal Year 2020-2021 (Population Ratio x Per Capita Cost of Living Ratio)		1.0432
C. THIS YEAR'S LIMIT:		\$ 156,544,503

APPROPRIATIONS SUBJECT TO LIMIT AND AMOUNT UNDER LEGAL LIMIT

A. PROCEEDS OF TAXES	\$ 23,504,376
B. EXCLUSIONS	-
C. APPROPRIATIONS SUBJECT TO LIMITATION	23,504,376
D. CURRENT YEAR LIMIT	156,544,503
E. UNDER LIMIT	\$ 133,040,127

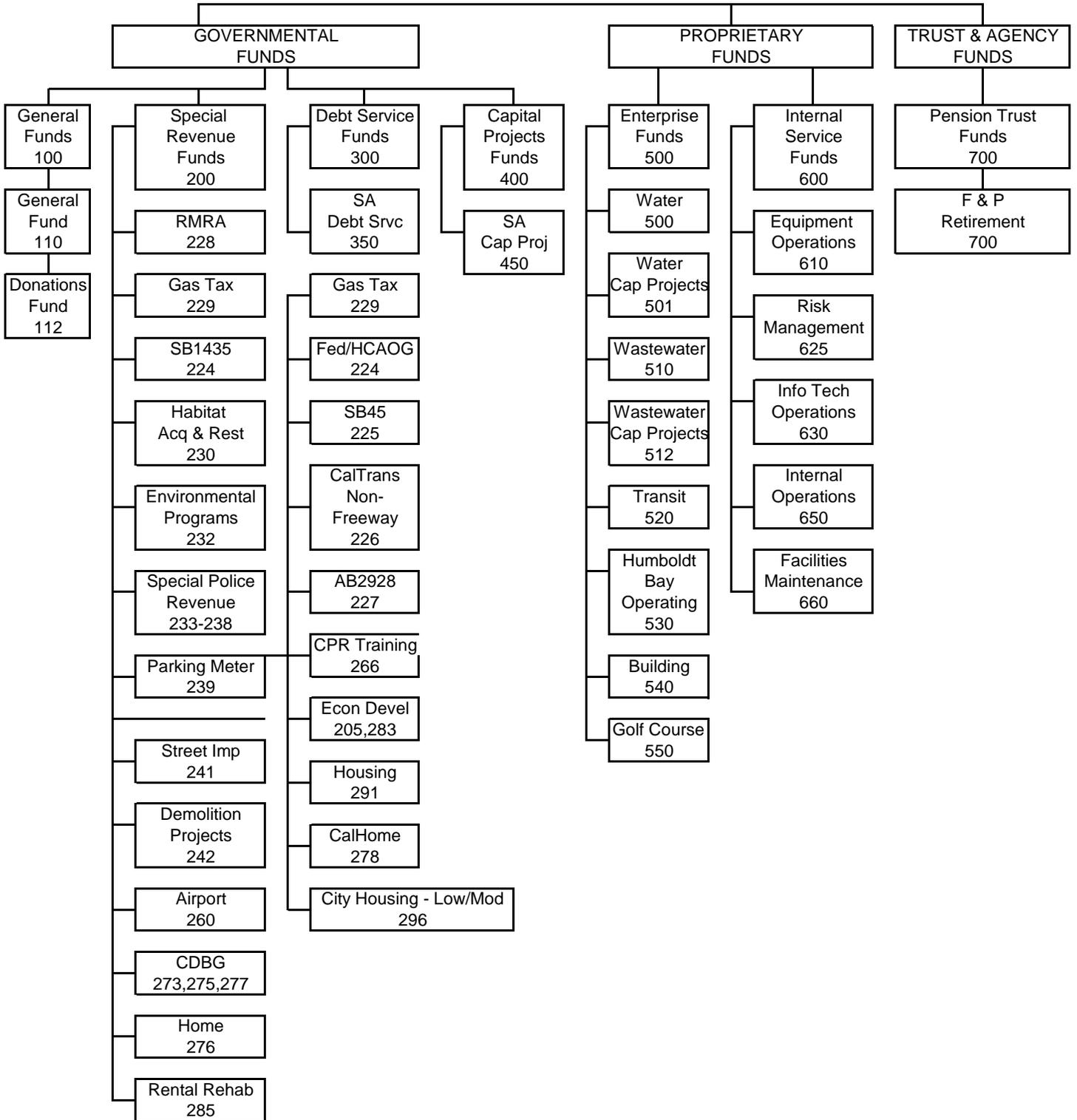
*Estimate

Appropriations Limit FY 2020-21

Reviewing the City's appropriations limit calculations over the past years indicates the City should remain well within its legal limit for many years to come. During the ten year period between fiscal years 2010-11 to 2020-21 the calculated appropriations limit has increased by 4.14% from \$150,060,899 to \$156,544,503. During this same time period appropriations subject to this limitation have decreased 13% from \$26,604,500 to \$23,504,376. In spite of slow population growth, and a high inflation rate, tax revenues are growing more slowly than the appropriations limit.

The City of Eureka's adopted appropriations should remain well below the appropriations limit as prescribed in Article XIII B of the California Constitution and adopted by Proposition 4 in 1980 for the foreseeable future.

Fund Structure FY 2020-21



Glossary Of Terms

Activities

Specific services performed in accomplishing program objectives and goals (See Program).

ADA

Americans with Disabilities Act is federal legislation governing the abilities of all citizens to have equal access to all city buildings and materials.

Appropriation

An authorization made by the Council which permits the City to incur obligations and to make expenditures of resources.

Appropriation Limitation

Imposed by Propositions 4 and 111, creates a restriction on the amount of revenue which can be appropriated in any fiscal year. The Limit is based on actual appropriations during the 1978-79 fiscal year, and is increased each year using the growth of population and inflation. Not all revenues are restricted by the limit; only those which are referred to as "proceeds of taxes." Some examples of proceeds of taxes are sales tax, property tax, and business license tax.

Assessed Valuation

A value established for real property for use as a basis in levying property taxes. For all agencies in the State of California, assessed value is established by the County for the secured and unsecured property tax rolls; the utility property tax roll is valued by the State Board of Equalization. Under Article XIII of the State Constitution (Proposition 13 adopted by the voters on June 6, 1978), properties are assessed at 100% of full value. Proposition 13 also modified the value of real taxable property for fiscal 1979 by rolling back values to fiscal 1976 levels. From this base of assessment, subsequent annual increases in valuation are limited to a maximum of 2%. However, increases to full value are allowed for property improvements or upon change in ownership. Personal property is excluded from these limitations, and is subject to annual reappraisal. Property taxes for general purposes cannot exceed 1% of assessed value.

Audit

Prepared by an independent certified public accountant (CPA), the primary objective of an audit is to determine if the City's financial statements present fairly the City's financial position and results of operations in conformity with generally accepted accounting principles. In conjunction with their performance of an audit, it is customary for an independent auditor to issue a Management Letter stating the adequacy of the City's internal controls as well as recommending improvements to the City's financial management practices.

BASIS OF ACCOUNTING

Accrual Accounting

Use of accrual basis of accounting is considered appropriate for proprietary funds, nonexpendable trust funds, and pension trust funds of governmental units. Accrual accounting means that revenues should be recorded in the period in which the service is given, although payment is received in a prior or subsequent period; and that expenses should be recorded in the period in which the benefit is received, although payment is made in a prior or subsequent period.

Examples of funds using the accrual basis of accounting are the Water, Wastewater, and Humboldt Bay Funds.

Glossary Of Terms

Modified Accrual Accounting

Funds such as general funds, special revenue funds, capital project funds, debt service funds, special assessment funds and expendable trust funds use the modified accrual accounting basis because they are not concerned with income determination. Under the modified accrual basis, revenues should be recognized in the accounting period in which they become available and measurable. Expenditures should be recognized in the accounting period in which the fund liability is incurred, if measurable, except for un-matured interest on general long-term debt and on special assessment indebtedness secured by interest-bearing special assessment levies, which should be recognized when due.

Examples of funds using the modified accrual basis of accounting are the General Fund, Gas Tax Fund, and Capital Improvements Fund.

Bonds

A form of borrowing (debt financing) which reflects a written promise from the City to repay a sum of money on a specific date at a specified interest rate. Bonds are used to finance large capital projects such as buildings, streets, utility infrastructure, and bridges.

Budget

A financial plan for a specified period of time that matches planned revenues and expenditures to municipal services, goals and objectives. The City of Eureka uses a financial plan covering a fiscal year, with actual budget appropriations made annually.

Budget Amendment

The City Council has the sole responsibility for adopting the City's budget, and may amend or supplement the budget at any time after adoption by majority vote. The City Manager has the authority to approve administrative adjustments to the budget as long as those changes are between objects within the same expenditure category.

Budget Calendar

The schedule of budget preparations, hearings and adoption of the annual budget.

Budget Policies

General and specific guidelines that govern financial plan preparation and administration.

CAFR

The Comprehensive Annual Financial Report encompasses the City's annual financial reports for all funds, a comparative analysis of prior year and current year financial transactions, notes to support financial transactions and financial statistics covering the past ten years.

Capital Improvement Plan (CIP)

A five-year plan providing for the maintenance or replacement of existing public facilities and assets and for building or acquiring new ones.

Capital Lease

The periodic payment for assets acquired with a lease financing instrument.

Capital Outlay

The costs of acquiring land or purchasing "fixed assets," i.e., building improvements, buildings, improvements other than building, machinery and equipment (in general, items to be purchased are those with a cost of \$5,000 or more, having a useful life of greater than one year, with a few exceptions).

Certificates of Participation

Form of lease-purchase financing used to construct or acquire capital facilities and equipment.

Glossary Of Terms

CDBG

Community Development Block Grants are funded by the Federal Government and their purpose is to provide funds for very low and moderate income families to eliminate substandard and deteriorated housing.

Contingency

A budgetary reserve set aside for emergencies or unforeseen expenditures not otherwise budgeted.

Contractual Services

Services rendered to a government by private firms, individuals, or other governmental agencies. Examples include utilities, maintenance agreements, and professional consulting services.

Cost Allocation

Costs which are charged to a department in the City for services of a generalized nature provided by another fund or department through a cost allocation procedure. Examples included as part of the allocation are the cost of the City Manager's Office, the City Attorney's Office, and the Finance Department. Departments which receive services from these departments are charged based on a standard formula.

CSMFO

California Society of Municipal Finance Officers. A state-wide organization whose purpose is to provide educational opportunities and interaction amongst municipal finance officers. It provides an opportunity for recognition in the achievement of excellence in operational budgeting.

Debt Financing

Borrowing funds as needed and pledging future revenues to make current expenditures. The City of Eureka uses debt financing only for one-time capital improvements whose life will exceed the term of financing and where expected revenues are sufficient to cover the long-term debt.

Debt Instrument

Methods of borrowing funds, including general obligation bonds, revenue bonds, tax allocation bonds, lease/purchase agreements, lease-revenue bonds, certificates of participation, and assessment district bonds.

Debt Service

Payments of principal and interest on bonds and other debt instruments according to a pre-determined schedule.

Deficit

The excess of an entity's liabilities over its assets or the excess of expenditures or expenses over revenues during a single accounting period.

Department

A major organizational unit of the City which has been assigned overall management responsibility for an operation or a group of related operations within a functional area.

Depreciation

Expiration in the service life of capital assets attributable to wear and tear, deterioration, action of physical elements, inadequacy or obsolescence.

Distinguished Budget Presentation Awards Program

A voluntary awards program administered by the Governmental Finance Officers Association on a federal level and by the California Society of Municipal Finance Officers Association on a state-wide basis to encourage governments to prepare effective budget documents.

ECEA

Glossary Of Terms

The Eureka City Employees Association is an employee organization representing those employees who are not management, fire or police.

EFL

Employee organization representing fire employees and who bargains with the City for employee salaries and benefits.

EFT

Electronic Funds Transfer is a term used by the banking industry to signify a transaction that occurs through electronic means rather than a physical transfer of funds.

Employee Benefits

Costs of benefits for City employees, including Unemployment Insurance, Workers' Compensation Insurance, Health Insurance, Dental Insurance, Vision Insurance, Retirement, and Life Insurance.

EOC

Emergency Operations Center is a location where emergency managers can assemble, coordinate their actions, and facilitate efficient communication during a local emergency.

EPA

Environmental Protection Agency. A federal agency that has oversight for environmental issues and that provides grant funds to facilitate environmental endeavors by the City.

EPFA

Eureka Public Financing Authority was established as a separate entity whose purpose is to borrow money to provide funding for Redevelopment Agency projects.

EPOA

Employee organization representing police employees and who bargains with the City for employee salaries and benefits.

ERA

The Eureka Redevelopment Agency was established under state law to undertake projects that will revitalize the project areas and improve the economic base of the community.

ERAF

Education Revenue Augmentation Fund. The California State Legislature enacted the ERAF in 1991 to permanently redirect property taxes from counties, cities, and special districts to public school entities within each county. This is a state level of funding for the Education system within the State of California. Revenues have been "shifted" from local governments to fund this educational fund from both the City and Redevelopment Agency.

Expenditure

The outflow of funds paid or to be paid for an asset obtained or goods and services obtained regardless of when the expense is actually paid. This term applies to all funds. Note: An encumbrance is not an expenditure; an encumbrance reserves funds to be expended.

Expenditure Savings

Under the City's budgeting procedures, personnel cost projections are based on all positions being filled throughout the year. Cost projections for major supply purchases and service contracts are projected on a similar basis. However, past experience indicates that expenditures are consistently less than budgeted amounts, due at least in part to this costing methodology. Accordingly, the expenditure savings category is used to account for this factor in preparing Working Capital projections.

Glossary Of Terms

FEMA

Federal Emergency Management Agency. A federal agency that provides grants for fire related equipment and also training for fire personnel.

FPPC

The "Fair Political Practice Commission" is the State agency that oversees the Political Reform Act (PRA).

Fixed Assets

Assets of long-term nature such as land, buildings, machinery, furniture, and other equipment. The City has defined such assets as those with an expected life in excess of one year and an acquisition cost in excess of \$10,000.

FTE

An employee unit of measurement for one "full time employee". When employee positions are allocated within the budget, these allocations are measured in terms of full time employees. Two employees working half-time would be added together and listed as one FTE.

Fund

An accounting entity that records all financial transactions for specific activities or government functions. The six generic fund types used by the City are: General Fund, Special Revenue, Debt Service, Capital Project, Enterprise, and Trust & Agency Funds.

Fund Balance (Working Capital replaces the term Fund Balance)

Also known as financial position, Working Capital for the governmental fund types is the excess of fund assets over liabilities, and represents the cumulative effect of revenues and other financing sources over expenditures and other financing uses. For the enterprise funds, this term is used interchangeably with "working capital", a comparable (although not exact) financial position concept as Working Capital (see Working Capital).

FUND TYPES

The City uses funds to organize and operate its accounting system. A fund is a separate accounting entity with a self-balancing set of accounts. Funds are further classified into several types, depending on the purpose and funding source, as explained below.

General Fund (Funds 110, 112)

This fund is used for all financial transactions/resources that are not accounted for in other funds. Most City departments, except those classified as Enterprise Funds, Grants, Housing and Redevelopment, receive their funds from the General Fund.

Special Revenue Funds (Funds 205, 207, 224, 225, 226, 227, 228, 229, 230, 231, 232, 233, 234, 236, 237, 238, 239, 241, 242, 260, 273, 275, 276, 277, 278, 283, 285, 291 and 295)

These funds account for proceeds of revenues designated for financing specified activities of the City. Special Revenue funds are also used when there is some compelling reason for segregating a revenue source from the General Fund.

Debt Service Funds (Fund 350)

These funds account for the accumulation of resources for, and the payment of, general long-term debt principal and interest of the Agency and the Authority. Revenues for this purposed include property tax increment and related interest.

Enterprise Funds (Funds 500, 501, 510, 512, 520, 530, 540, and 550)

These funds account for activities which are intended to be self-supporting or where periodic determination of net income is appropriate for management control and accountability. Costs are financed primarily through user charges.

Internal Service Funds (Funds 610, 625, 630, 650, and 660)

Glossary Of Terms

These funds account for activities and services provided by one City organizational unit to another, financed through cost-reimbursement.

Trust & Agency Funds (Fund 700)

Also known as Fiduciary Fund Types, these funds are used to account for assets held by the City in a trustee capacity or as an agent for private individuals, organizations, or other governmental agencies. The fiduciary funds used by the City include expendable trust and agency funds. Expendable trust funds are accounted for in the same manner as Governmental Funds (general, special revenues, debt service, and capital project funds). Agency funds are custodial in nature (assets equal liabilities) and do not measure the results of operations.

FY

The "Fiscal Year" is the beginning and ending period for recording financial transactions. The City has specified July 1 to June 30 as its fiscal year.

GAAP

Generally Accepted Accounting Principles. Uniform minimum standards for financial accounting and recording, encompassing the conventions, rules, and procedures that define accepted accounting principles.

GASB

Governmental Accounting Standards Board sets all requirements for governmental agency reporting and accounting methodologies.

GFOA

Government Finance Officers Association of the United States and Canada. A national organization whose purpose is to provide accounting guidance and educational opportunities to governmental finance officers. This organization sets the standards for budget documents that must meet program criteria as a policy document, operations guide, a financial plan and a communication device.

Goal

Is a broad statement of purpose for particular program within the agency.

HOME Program

A HOME grant or "Home Partnership Investment Program" provides grant funds for an Owner Occupied Housing First Time Homebuyer program.

Inter-fund Transfers

The movement of monies between funds of the same governmental entity.

Investment Revenue

Revenue received as interest from the investment of funds not immediately required to meet cash disbursement obligations.

LAFCO

Local Area Formation Commission is a regional agency that oversees land use within the Humboldt County area.

Line Item Budget

A budget that lists detailed expenditure categories (salary, materials, telephone service, travel, etc.) separately, along with the amount budgeted for each specified category. The City uses a line-item detail to maintain and record for financial reporting and control purposes. This line item budget has been developed into a Program Budget format that presents each department's operations under a broader program of service (Public Works, Community Services, etc.)

Materials and Supplies

Glossary Of Terms

Expendable materials and operating supplies necessary to conduct departmental operations.

Mission

Is an ideal statement of what the organization hopes to achieve.

MOU

Memorandum of Understanding is an agreement between employees and administration covering salaries, benefits and rights of employees.

NOP

Neighborhood Oriented Policing is a program utilized by the Eureka Police Department to assign personnel to areas within the community.

NPDES

The National Pollution Distribution Elimination System sets the standards for storm water runoff.

Object of Expenditure

An expenditure classification, referring to the lowest and most detailed level of classification, such as electricity, office supplies, and contract services.

Objective

Is a measurable accomplishment to be achieved within a specific period of time.

OES

Office of Emergency Services is a state-wide emergency services organizational structure. There are six mutual aid regions within California.

Operating Budget

The portion of the budget that pertains to daily operations providing basic governmental services. The program budgets in the financial plan form the operating budget.

Operations

A grouping of related programs within a functional area (See Function and Program).

Performance Measures (Objectives)

A statement of specific direction, purpose, or intent based on the needs of the community and the goals established for a specific program. Performance measures are clearly stated objectives that are measurable in quantitative terms.

PERS

The Public Employee Retirement System is a statewide retirement system in which all full time and regular part time employees participate as one of their employee benefits. Alternately referred to as CalPERS to designate the retirement system within the State of California.

PLC

A Programmable Logic Controller is a type of computer that is used to control the water treatment process.

POST

“Peace Officers Standards and Training” is a requirement or standard that all police officers within California must meet.

Program

A grouping of activities organized to accomplish basic goals and objectives.

PSAPS

Glossary Of Terms

Public Safety Answering Point System is a county-wide computerized connection process with law agencies within the County. The Eureka Police Department maintains this networking system.

Reserve

An account used to indicate that a portion of a fund's balance is legally restricted for a specific purpose or designated by Council and is, therefore, not available for general appropriation.

Reserve Draw Down

Refers to the amount of Working Capital required as a revenue funding source to balance fund budgets where appropriations exceed current revenues. If current revenues exceed appropriations, the Working Capital will increase and be referred to a reserve improvement.

Revenue Bonds

Bonds sold to construct a project that will produce revenues pledged for the payment of related principal and interest (See Bonds).

Resolution

A special or temporary order of a legislative body: an order of a legislative body requiring less legal formality than an ordinance or statute.

Resources (Sources)

Total amounts available for appropriation including estimated revenues, fund transfers, and beginning balances.

RFP

Request for Proposals is a method of inviting proposals from qualified vendors of a specific commodity or service.

RPT

Regular part time employees who are employed by the City less than 40 hours per week but whose position is allocated as a permanent position within the annual budget process.

Salaries

Costs of salaries of City employees, including full-time and part-time/temporary employees, overtime and miscellaneous categories apply.

SCADA

The Supervisory Control and Data Acquisition is a software package that is installed in a PLC to gather necessary data on the water treatment process.

Services and Supplies

The costs of services or supplies purchased by the City. Examples of such services and supplies include consultants, architectural, engineering, legal services, contractual services for construction/maintenance of public facilities, removal and repair of equipment, purchase of gasoline and diesel fuel, payment of gas and electrical bills, payment for water purchased from Humboldt Bay Municipal Water District, office supplies, chemicals and other operating supplies, cost of liability and fire insurance and principal and interest payments on outstanding City debt.

Significant Accomplishments

Outlines the changes and accomplishments that occurred over the past fiscal year. Significant changes would be changes that affect the structural nature of a department or program that may or may not impact the way services are rendered. Accomplishments review how performance objectives were met.

STAF

State Transit Assistance Funds are disbursed locally by the Humboldt County Association of Governments for local transit needs.

Glossary Of Terms

STIP

State Transportation Improvement Program - The STIP is a multi-year capital improvement program of transportation projects on and off the State Highway System, funded with revenues from the State Highway Account and other funding sources.

Subventions

Revenues collected by the State (or other level of government), which are allocated to the City on a formula basis. The major subventions received by the City from the State of California include motor vehicle in-lieu and gasoline taxes.

Tax Allocation Bonds

Bonds sold to fund capital projects, whereby principal and interest payments are secured by tax revenues.

Units of Measure

A set of reasonable, realistic standards of precise units of measures whereby performance data can be compared. The resulting information is the feedback for management, the City Council, and citizens concerning the relative success and efficiency of the various city programs.

Unencumbered Working Capital

The portion of a fund's balance that is not restricted for a specific purpose and is available for general appropriation.

USDA

United States Department of Agriculture rules and regulations are guidelines by which our City Zoo is operated.

USDI

United States Department of the Interior rules and regulations are guidelines by which our City Zoo is operated.

Working Capital (Reserves)

Also known as financial position in private sector accounting and in enterprise fund accounting in the public sector, working capital is the excess of current assets over current liabilities. For the enterprise funds, this term is used interchangeably with "Working Capital", a comparable (although not exact) financial position concept in the governmental fund types (see Working Capital).